

AVILA BEACH COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA. 93424
Meeting Room and Office – 191 San Miguel Street, Avila Beach
Telephone (805) 595-2664 FAX (805) 595-7623
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AGENDA

REGULAR BOARD MEETING
7:00 pm Tuesday, January 9th, 2018
BOARD MEETING LOCATION
AVILA BEACH CIVIC ASSOCIATION
191 SAN MIGUEL STREET
AVILA BEACH, CALIFORNIA

CALL TO ORDER: 7:00 P.M.

1. ROLL CALL: Board Members:

Pete Kelley, President
Lynn Helenius, Vice President
Eric DeWeese, Director
Ara Najarian, Director
Kristin Berry, Director

2. PUBLIC COMMENT

Members of the public wishing to comment or bring forward any items concerning District operations **which do not appear on tonight's agenda** may address the Board now. Please state name and address before addressing the Board and **limit presentations to 3 minutes**. State law does not allow Board action on items not appearing on the agenda.

3. INFORMATION AND DISCUSSION ITEMS

Items of District interest which may be placed on later agendas, or where staff needs to inform Board.

A. County Reports

1. SLO County Sheriff Department
2. CalFire/County Fire Department

B. Reports on Attended Conferences, Meetings, and General Communications of District Interest

4. CONSENT ITEMS:

These items are approved with one motion. Directors may briefly discuss any item, or may pull any item, which is then added to the business agenda.

- A. Minutes of Noveember 14th, 2017 Regular Meeting
- B. Monthly Financial Review
- C. General Manager and District Engineer Report
- D. Water and Wastewater Superintendent Report

5. DISCUSSION OF PULLED CONSENT ITEMS

At this time, items pulled for discussion from the Consent Agenda, if any, will be heard.

6. BUSINESS ITEMS: Items where Board action is called for.

- A. Election of Officers and Board Committee Appointments
(Action Required: Elect Board officers and Committee appointments for calendar year 2018)
- B. Avila Valley Advisory Committee Request for Garbage Container Storage Ordinance
(Action Required: Receive Report and Provide Direction to Staff)
- C. Status Report Regarding Relocation of Administrative Officers to 100 San Luis Street.
(Action Required: Receive Report and Provide Direction to Staff)
- D. Resolution No. 2018-01 Workers' Compensation Resolution for Governing Body Members and/or Volunteers
(Action Required: Receive Report; Adopt Resolution No. 2018-01 or Alternatively, Provide Further Direction to Staff)
- E. Award Contract for Installation of Back-up Generator and Switchgear for the First Street Sewage Pump Station.
(Action Required: Receive Report and Authorize Staff to Award a Contract or Provide Further Direction to Staff)

7. COMMUNICATIONS/ CORESPONDENCE

At this time, any Director or Staff, may ask questions for clarification, make any announcements, or report briefly on any activities or suggest items for future agendas.

8. Adjourn to next regularly scheduled meeting on February 13th, 2018.

Any writing or document pertaining to an open session item on this agenda which is distributed to a majority of the Board after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the District Administration Office, 191 San Miguel Street, Avila Beach, CA during normal business hours. Consistent with the Americans with Disabilities Act and California Government Code Section 54954.2 requests for disability related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires the modification or accommodation in order to participate at the above referenced public meeting by contacting the District at 805-595-2664.

**AVILA BEACH COMMUNITY SERVICES DISTRICT
MINUTES OF REGULAR MEETING
November 14th, 2017**

1. CALL TO ORDER

President Pete Kelley called the regular meeting of the Board of Directors of the Avila Beach Community Services District, to order at 7:00 p.m. on the above date, in the Avila Beach Civic Center.

2. ROLL CALL

Board Members Present:

Pete Kelley
Eric DeWeese
Kristin Berry

Board Members Absent:

Lynn Helenius
Ara Najarian

Staff Present:

Brad Hagemann, General Manager and District Engineer
Kristi Dibbern, Accounting Clerk
Carinna Butler, Operations Manager FRM

3. PUBLIC COMMENTS

Anne Brown, of Avila Beach asked District Staff to contact the property managers and owners of the building at the corner of Front Street and San Luis Street also San Antonio Street & San Luis Street regarding the trash reciprocals that are blocking parking spaces & on sidewalks impeding pedestrians.

4. INFORMATION AND DISCUSSION ITEMS

A. County Reports

1. SLO Sheriff:

Sheriff Doug Scotto reported calls for 32 for service. Five of those calls were for suspicious subjects and one for a petty theft occurred at the Avila Market. The Sheriff Department also investigated several RV's that were parked overnight along Avila Beach Dr. and First Street and a phone scam. The caller identified himself as a Sheriff Lieutenant "Springer" (no such person works at the Department). Sheriff Scotto warned the Board and Public to never give out personal information to unsolicited callers. Scotto also reported night activity at the Cave Landing parking lot. The Department arrested one person for possession of cocaine and narcotic paraphernalia, driving without a license and driving with their lights off. In addition, one domestic violence dispute occurred at the Avila public restrooms and a purse was reported stolen from inside a car parked in Avila. Sheriff Scotto commented that items of value should not be left in plain view from outside of the car.

2. Cal Fire Report:

Cal Fire Battalion Chief Paul Lee reported 60 calls for service in October; twenty-four of those calls were for medical aid and he reported extra engines are available in the area in case of fire. Cal Fire will downsize staff when and if there is a significant amount of rain they have scheduled

several control burn projects in the area including a Lighthouse area burn. CalFire will send emails with a schedule of local control burns. Chief Lee reported vegetation reduction projects have been identified, including Barren & Squire Canyons. Chief Lee reminded Board and public members that now is a good time to clean rain gutters, check your roof for leaks, and check to see if your chimney is clear of debris. Emergency supplies kit tips can be found at the Cal Fire website: www.readyforwildfire.org President Kelley asked if our adopted fire code allows us to burn outside. Chief Lee explained that a fire for cooking, warming or ceremonial purposes is allowed, however, a call to the Fire Department is appreciated prior to burning.

Director Ara Najarian joined the meeting at 7:14pm

B. Reports on Conferences, Meetings and General Communications.

General Manager Hagemann announced that the CSDA Local Chapter Annual Meeting, Election and Dinner will be held in Avila on Friday, January 26th, 2017 at the Civic Association.

Carinna Butler from Fluid Resource Management (FRM) Operations Manager announced that she has taken a job at Lake Cachuma Operations Management Board and will be leaving FRM on November 20th. Krista Ackerman Young is moving into the Operation's Manager position. Mike White is taking over as the District's Chief Plant Operator.

5. CONSENT ITEMS

President Kelley introduced the consent items and inquired if any member of the Board or public wished to address any items. Several Board members provided brief comments, but no items were pulled from the Consent Agenda.

- A. Minutes of October 10th, 2017 Regular Meeting
- B. Monthly Financial Review for October
- C. General Manager and District Engineer Report
- D. Water and Wastewater Superintendent Report for October

Director DeWeese made the motion to adopt the consent items. Director Najarian seconded the motion and it passed with a roll call vote 4-0.

AYES: Eric DeWeese
Ara Najarian
Kristin Berry
Pete Kelley

NOES: None

ABSENT: Lynn Helenius

6. **DISCUSSION OF PULLED CONSENT ITEMS.** None
7. **BUSINESS ITEMS:** Items where Board action is called for.

A. District Financial Audit for Fiscal Year 2016-17

GM Hagemann introduced Mr. Andy Beck, from Fedak and Brown, LLC. Mr. Beck performed the financial audit for the District this past fiscal year. Mr. Beck explained the audit process, including that auditors perform a test of internal controls and assess the risk of material misstatement due to fraud or error. Mr. Beck explained that he performs a number of account balance tests within the District records ensuring the accuracy of the management practices. President Kelley commented he is pleased with Fedak and Brown, LLC as the District's auditors. He also asked Mr. Beck if "anything jumped out at the auditor regarding inaccuracies?" Mr. Beck explained his testing concluded that the District's part-time Controller (Nikki Engle), GM Hagemann and Accounting Clerk, Kristi Dibbern are all doing a great job. Mr. Beck concluded that he is providing several journal entries and process recommendations to staff as part of his audit. Anne Brown, Avila Beach asked, "if the District staff is bonded?" GM Hagemann explained that Special District Risk Management Authority (SDRMA) insures the District. This insurance covers the Board of Directors and staff.

Director Kelley made the motion to approve the Audit Report for Fiscal Year 2016-17. Director DeWeese seconded the motion and it passed with a roll call vote 4-0.

AYES: Pete Kelley
Eric DeWeese
Kristin Berry
Ara Najarian

NOES: None
ABSENT: Lynn Helenius

B. Award Engineering Design Contract to Michael K. Nunley (MKN) Engineering for Wet Well and Manhole Repair Coating Project.

GM Hagemann summarized the Staff Report and stated that Staff's recommendation is to award an Engineering Contract for the Wet Well Manhole Repair Coating Project to MKN Engineering on a time and materials basis at not to exceed amount of \$6,786.00.

Director Najarian made the motion to award the engineering design contract to MKN Engineering for the Wet Well and Manhole Repair Coating Project. Director Berry seconded the motion and it passed with a roll call vote 4-0.

AYES: Ara Najarian
Kristin Berry
Pete Kelley
Eric DeWeese

NOES: None
ABSENT: Lynn Helenius

C. Resolution No. 2017-11 Amending District Purchasing Policy #3041

GM Hagemann reminded the Board that they had approved the recommended changes to the Purchasing Policy at the October 2017 Board meeting. Adoption of Resolution No. 2017-11 was simply formalizing the Board previous action. Director Kelley made the motion to change the Purchasing Policy 3041 by adopting Resolution No. 2017-11. Director Najarian seconded the motion and it passed with a roll call vote 4-0.

AYES: Pete Kelley
Ara Najarian
Kristin Berry
Eric DeWeese

NOES: None
ABSENT: Lynn Helenius

8. COMMUNICATIONS:

ADJOURNMENT: The meeting was adjourned at 8:35 p.m.

The next regular meeting of the Avila Beach Community Services District is scheduled for Tuesday, December 12th, 2017 at 7:00 pm.

These minutes are not official nor a permanent part of the records until approved by the Board of Directors at their next meeting.

Respectfully submitted,

Brad Hagemann, PE
General Manager

AVILA BEACH
COMMUNITY SERVICES DISTRICT
Post Office Box 309, Avila Beach, CA 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager



DATE: January 9th, 2018

SUBJECT: Monthly Financial Review for November & December 2018

Recommendation:

Receive and file report.

Overall Monthly Summary

During November the District made deposits in the amount of \$154,858.21 and experienced \$122,282.98 in expenses (cash basis). Expenses in November included the District's semi-annual payment of \$52,764.26 to San Luis Obispo County Public Works Department for Lopez water.

The deposits by fund and checks by fund are provided as an attachment to this report. Income in November included \$76,533.70 in County tax income and \$67,932.79 in monthly water and sewer fees.

During December the District made deposits in the amount of \$271,391.86 and experienced \$63,021.58 in expenses (cash basis). The District purchased a backup generator pump for the First Street Lift Station in the amount of \$25,000.

The deposits by fund and checks by fund are provided as an attachment to this report. Income in December included \$201,877.33 in County tax income and \$63,933.76 in monthly water and sewer fees. Additional income included Connection Fees for new construction in the amount of \$106,877.00 and the Recycled Water Study reimbursement from San Miguelito Mutual Water Company for \$33,428.74.

Detailed financial reports including a Balance Sheet, Deposits by Fund, Checks by Fund, as well as, a Profit and Loss Sheet for November and December are provided for your information.

Utility Service Billing

For the month of November the District billed approximately \$88,530.26 in water and sewer service charges. Customer Rate Assistance amounted in a reduction of billing charges to the District in the amount of \$519.66.

For the month of December the District billed approximately \$78,011.05 in water and sewer charges. Customer Rate Assistance amounted in a reduction of billing charges of \$519.66.

Operation and Maintenance

The Fluid Resource Management (FRM) Statement for November and December 2017 are included.

Avila Beach Community Services District
Balance Sheet
As of November 30, 2017

	<u>Nov 30, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash Summary	
1005 · Customer Cash	219.15
1008 · Petty Cash	80.00
1010 · Pacific Premier Checking	594,290.71
1025 · Pooled Cash	2,671,663.57
1050 · LAIF	2,245,293.03
1099 · Cash Balance	-2,671,663.57
	<hr/>
Total 1000 · Cash Summary	2,839,882.89
	<hr/>
Total Checking/Savings	2,839,882.89
Accounts Receivable	
1200 · *Accounts Receivable	200,319.71
	<hr/>
Total Accounts Receivable	200,319.71
Other Current Assets	
1250 · Receivables	
1255 · Interest Receivable	3,019.76
1270 · Taxes Receivable	8,787.45
1280 · Water & Sewer Billings	103,121.81
	<hr/>
Total 1250 · Receivables	114,929.02
1400 · Prepaid Summary	
1410 · Prepaid Insurance	3,075.64
1400 · Prepaid Summary - Other	-0.01
	<hr/>
Total 1400 · Prepaid Summary	3,075.63
	<hr/>
Total Other Current Assets	118,004.65
	<hr/>
Total Current Assets	3,158,207.25
Fixed Assets	
1600 · Fixed Assets & Acc. Depr.	
1605 · Office Equipment	
1606 · Copier Samsung 2012	8,233.58
1609 · Office Equipment Accum Depr	-6,861.31
	<hr/>
Total 1605 · Office Equipment	1,372.27
1610 · Fixed Asset -Office & Admin.	
1612 · Office Furniture cost	4,526.21
1614 · Office Furniture Accum Dep.	-4,526.21
	<hr/>

Avila Beach Community Services District
Balance Sheet
 As of November 30, 2017

	<u>Nov 30, 17</u>
Total 1610 · Fixed Asset -Office & Admin.	0.00
1620 · Fixed Assets - Sanitary	
1622 · Land	60,314.10
1626 · Collection Assets	
1627 · Collection Assets Cost	1,318,875.26
1628 · Collect Assets Accum Depr	<u>-352,639.07</u>
Total 1626 · Collection Assets	966,236.19
1630 · Disposal Equipment	
1631 · Disposal Equip Cost	523,122.64
1632 · Disposal Equip Accum Depr	<u>-264,042.83</u>
Total 1630 · Disposal Equipment	259,079.81
1635 · Treatment Plant	
1636 · Treatment Plant Original	105,000.00
1637 · Treatment Plant Addition	1,909,250.75
1638 · Treatment Plant Accum Dep	<u>-886,106.88</u>
Total 1635 · Treatment Plant	1,128,143.87
1642 · Treatment Equipment	
1643 · Treatment Equip Cost	1,000,455.00
1644 · Treatment Equip Accum Depr	-524,698.87
1642 · Treatment Equipment - Other	<u>205,485.61</u>
Total 1642 · Treatment Equipment	<u>681,241.74</u>
Total 1620 · Fixed Assets - Sanitary	3,095,015.71
1650 · Fixed Assets - Water	
1652 · Equipment	
1653 · Equipment Cost	21,136.28
1654 · Equipment Accum Depr	<u>-21,136.28</u>
Total 1652 · Equipment	0.00
1656 · Distribution Assets	
1657 · Distribution Assets Cost	1,109,466.00
1658 · Dist Assets Accum Depr	<u>-562,263.35</u>
Total 1656 · Distribution Assets	<u>547,202.65</u>
Total 1650 · Fixed Assets - Water	547,202.65
1680 · Structures - Fixed Asset	
1681 · Structures GFAAG - Sani & FA	29,810.00
1682 · Gen / Fire Accum Dep	<u>-29,810.00</u>

Avila Beach Community Services District
Balance Sheet
As of November 30, 2017

	<u>Nov 30, 17</u>
Total 1680 · Structures - Fixed Asset	0.00
1690 · Construction in Progress	17,812.74
Total 1600 · Fixed Assets & Acc. Depr.	3,661,403.37
Total Fixed Assets	3,661,403.37
Other Assets	
1800 · Deferred Outflows of Resources	7,850.00
Total Other Assets	7,850.00
TOTAL ASSETS	<u>6,827,460.62</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 · Accounts Payable	78,340.71
Total Accounts Payable	78,340.71
Other Current Liabilities	
2200 · Payroll Liabilities	
2260 · Vacation Payable	1,236.90
2262 · Sick Pay Accrued	2,194.50
2240 · Health Insurance	
2241 · Employee	0.01
Total 2240 · Health Insurance	0.01
2250 · PERS Liability	275.86
Total 2200 · Payroll Liabilities	3,707.27
2300 · Deposits Held	
2303 · Water Deposits Held	7,580.00
2304 · Fire Station Deposit	2,000.00
2305 · Connection Fees Held	213,643.16
Total 2300 · Deposits Held	223,223.16
Total Other Current Liabilities	226,930.43
Total Current Liabilities	305,271.14
Long Term Liabilities	
2400 · Net Pension Liability	115,049.00
2500 · Deferred Inflows of Resources	15,115.00

Avila Beach Community Services District
Balance Sheet
As of November 30, 2017

	<u>Nov 30, 17</u>
Total Long Term Liabilities	130,164.00
Total Liabilities	435,435.14
Equity	
3900 · Retained Earnings	6,479,760.59
Net Income	-87,735.11
Total Equity	6,392,025.48
TOTAL LIABILITIES & EQUITY	<u>6,827,460.62</u>

Avila Beach Community Services District
Profit & Loss
November 2017

	<u>Nov 17</u>
Ordinary Income/Expense	
Income	
4000 · Income Summary	
4010 · Operating Revenue	67,932.79
4030 · County Taxes	72,838.64
4050 · Harbor Charges	
4052 · Front Street Lighting	282.20
4053 · WWTP O&M	15,189.00
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Total 4050 · Harbor Charges	15,471.20
4090 · Rental Income	3,260.00
4100 · Misc Income	20.58
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Total 4000 · Income Summary	159,523.21
	<hr/>
Total Income	159,523.21
	<hr/>
Gross Profit	159,523.21
	<hr/>
Expense	
5100 · Merchant Credit Card Fees TIB	252.58
5200 · Payroll Expenses	
5210 · Gross Wages	
5211 · Regular Pay	2,506.75
5012 · Holiday Pay	291.00
5014 · Sick Pay	0.00
5016 · Vacation Pay	121.25
	<hr/>
Total 5210 · Gross Wages	2,919.00
5230 · Payroll Taxes	74.43
5240 · Health & Medical Exp.	
5242 · Health Ins / Other	600.00
	<hr/>
Total 5240 · Health & Medical Exp.	600.00
5250 · PERS Company Pd Expense	
5256 · PERS Co Pd Kristi	163.15
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Total 5250 · PERS Company Pd Expense	163.15
5280 · Payroll Administration & Misc.	100.32
	<hr/>
Total 5200 · Payroll Expenses	3,856.90
6000 · Administrative Overheads	
6102 · Accounting	440.00
6120 · Dues & Subscriptions	4,802.00
6135 · Legal	425.60

Avila Beach Community Services District
Profit & Loss
 November 2017

	<u>Nov 17</u>
6140 · Office Supplies & Postage	459.15
6150 · Rate Assistance	519.66
6155 · Rent	849.38
6170 · Website	200.00
Total 6000 · Administrative Overheads	7,695.79
6500 · Operating Expenses	
6503 · Chemicals	3,843.49
6505 · Contract Labor O & M	17,756.80
6506 · Contract Labor GM	9,900.00
6510 · Critical Spare Parts	1,235.99
6520 · Equipment Repair & Maint.	
6522 · Equip. Rep. & Maint-Avila & HD	3,658.91
6524 · Equip. Rep. & Maint. Avila Only	195.19
Total 6520 · Equipment Repair & Maint.	3,854.10
6525 · Fat Oil & Grease (FOG)	73.75
6535 · Insurance	2,380.83
6540 · Lab Tests	4,395.80
6550 · Operating Supplies	104.49
6555 · Permits & Fees	513.17
6565 · Regulatory Compliance	588.00
6580 · Solids Handling	2,495.50
6585 · Telephone / Internet	806.77
6590 · Utilities	3,098.26
Total 6500 · Operating Expenses	51,046.95
6800 · Water	
6802 · Lopez	52,764.26
Total 6800 · Water	52,764.26
Total Expense	115,616.48
Net Ordinary Income	43,906.73
Other Income/Expense	
Other Expense	
8200 · Non-Operating Expenses	
8270 · Capital Purchases in Prog Water	
8271 · W-1 2017/18 Water Tank Imp.	10,264.00
8280 · W - 2 Water Valve Rep	77.68
Total 8270 · Capital Purchases in Prog Water	10,341.68
Total 8200 · Non-Operating Expenses	10,341.68

Avila Beach Community Services District
Profit & Loss
November 2017

	<u>Nov 17</u>
Total Other Expense	10,341.68
Net Other Income	-10,341.68
Net Income	<u><u>33,565.05</u></u>

Avila Beach Community Services District
Deposits by Fund
 November 2017

01/03/18

Type	Date	Memo	Split	Amount	Balance
General / Admin					
Deposit	11/06/2017	Rent Income Fire Station Vizdom	1010 · Pacific Premier Ch...	-3,260.00	-3,260.00
Deposit	11/09/2017	TCF OCT 17 - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-12,910.25	-16,170.25
Deposit	11/09/2017	F: 0895 A: 0760 Avila Beach Imp # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-5,803.82	-21,974.07
Deposit	11/13/2017	from Customer Cash acct	1010 · Pacific Premier Ch...	-700.00	-22,674.07
Deposit	11/15/2017	Reimbursement Cal Tech Computer repairs	1010 · Pacific Premier Ch...	-119.00	-22,793.07
Deposit	11/16/2017	F: 0895 A: 0760 Avila Beach IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-3,706.84	-26,499.91
Deposit	11/16/2017	F: 0895 A: 0760 Avila Beach IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-3,000.13	-29,500.04
Total General / Admin				-29,500.04	-29,500.04
Lights					
Deposit	11/09/2017	TCF OCT 17 - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-922.16	-922.16
Deposit	11/09/2017	F: 0895 A: 0760 Avila Beach Imp # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-414.56	-1,336.72
Deposit	11/16/2017	F: 0895 A: 0760 Avila Beach IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-264.77	-1,601.49
Deposit	11/16/2017	F: 0895 A: 0760 Avila Beach IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-214.28	-1,815.77
Total Lights				-1,815.77	-1,815.77
Sanitary					
Deposit	11/01/2017	Sani Rec	1010 · Pacific Premier Ch...	-244.10	-244.10
Deposit	11/01/2017	Rate Assistance	1010 · Pacific Premier Ch...	0.00	-244.10
Deposit	11/01/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-244.10
Deposit	11/01/2017	1/2 Other 2	1010 · Pacific Premier Ch...	-98.75	-342.85
Deposit	11/03/2017	Sani Rec	1010 · Pacific Premier Ch...	-866.85	-1,209.70
Deposit	11/03/2017	Rate Assistance	1010 · Pacific Premier Ch...	8.27	-1,201.43
Deposit	11/03/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-1,201.43
Deposit	11/03/2017	1/2 Other 2	1010 · Pacific Premier Ch...	-0.02	-1,201.45
Deposit	11/06/2017	Sani Rec	1010 · Pacific Premier Ch...	-2,259.79	-3,461.24
Deposit	11/06/2017	Rate Assistance	1010 · Pacific Premier Ch...	41.37	-3,419.87
Deposit	11/06/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-3,419.87
Deposit	11/06/2017	1/2 Other 2	1010 · Pacific Premier Ch...	-64.92	-3,484.79
Deposit	11/07/2017	Sani Rec	1010 · Pacific Premier Ch...	-1,866.53	-5,351.32
Deposit	11/07/2017	Rate Assistance	1010 · Pacific Premier Ch...	57.92	-5,293.40
Deposit	11/07/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-5,293.40
Deposit	11/07/2017	1/2 Other 2	1010 · Pacific Premier Ch...	140.70	-5,152.70
Deposit	11/08/2017	Sani Rec	1010 · Pacific Premier Ch...	-1,422.29	-6,574.99
Deposit	11/08/2017	Rate Assistance	1010 · Pacific Premier Ch...	24.82	-6,550.17
Deposit	11/08/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-6,550.17
Deposit	11/08/2017	1/2 Other 2	1010 · Pacific Premier Ch...	83.25	-6,466.92

Avila Beach Community Services District
Deposits by Fund
 November 2017

01/03/18

Type	Date	Memo	Split	Amount	Balance
Deposit	11/09/2017	000162 Community Park Restroom 9/26 - 10/30/17	1010 · Pacific Premier Ch...	-453.90	-6,920.82
Deposit	11/09/2017	TCF OCT 17 - Waste Prop Tax	1010 · Pacific Premier Ch...	-18,550.21	-25,471.03
Deposit	11/09/2017	F: 0895 A: 0760 Curr Secured Tax	1010 · Pacific Premier Ch...	-8,337.62	-33,808.65
Deposit	11/13/2017	Sani Rec	1010 · Pacific Premier Ch...	-2,400.43	-36,209.08
Deposit	11/13/2017	Rate Assistance	1010 · Pacific Premier Ch...	34.75	-36,174.33
Deposit	11/13/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-36,174.33
Deposit	11/13/2017	1/2 Other 2	1010 · Pacific Premier Ch...	1.18	-36,173.15
Deposit	11/13/2017	ACH 11/9/17 000162 Community Park Restroom 9/26 - 10/30/17	1010 · Pacific Premier Ch...	453.90	-35,719.25
Deposit	11/14/2017	Sani Rec	1010 · Pacific Premier Ch...	-8,282.64	-44,001.89
Deposit	11/14/2017	Rate Assistance	1010 · Pacific Premier Ch...	16.55	-43,985.34
Deposit	11/14/2017	1/2 Other 1	1010 · Pacific Premier Ch...	55.17	-43,930.17
Deposit	11/14/2017	1/2 Other 2	1010 · Pacific Premier Ch...	-27.35	-43,957.52
Deposit	11/15/2017	Sani Rec	1010 · Pacific Premier Ch...	-9,086.17	-53,043.69
Deposit	11/15/2017	Rate Assistance	1010 · Pacific Premier Ch...	41.37	-53,002.32
Deposit	11/15/2017	1/2 Other 1	1010 · Pacific Premier Ch...	22.07	-52,980.25
Deposit	11/15/2017	1/2 Other 2	1010 · Pacific Premier Ch...	352.88	-52,627.37
Deposit	11/16/2017	Sani Rec	1010 · Pacific Premier Ch...	-5,386.63	-58,014.00
Deposit	11/16/2017	Rate Assistance	1010 · Pacific Premier Ch...	0.00	-58,014.00
Deposit	11/16/2017	1/2 Other 1	1010 · Pacific Premier Ch...	22.07	-57,991.93
Deposit	11/16/2017	1/2 Other 2	1010 · Pacific Premier Ch...	165.10	-57,826.83
Deposit	11/16/2017	F: 0895 A: 0760 Curr Secured Tax	1010 · Pacific Premier Ch...	-5,325.15	-63,151.98
Deposit	11/16/2017	F: 0895 A: 0760 Curr Secured Tax	1010 · Pacific Premier Ch...	-4,309.90	-67,461.88
Deposit	11/17/2017	Sani Rec	1010 · Pacific Premier Ch...	-1,948.49	-69,410.37
Deposit	11/17/2017	Rate Assistance	1010 · Pacific Premier Ch...	8.27	-69,402.10
Deposit	11/17/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-69,402.10
Deposit	11/17/2017	1/2 Other 2	1010 · Pacific Premier Ch...	-27.20	-69,429.30
Deposit	11/20/2017	Sani Rec	1010 · Pacific Premier Ch...	-1,715.52	-71,144.82
Deposit	11/20/2017	Rate Assistance	1010 · Pacific Premier Ch...	8.27	-71,136.55
Deposit	11/20/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-71,136.55
Deposit	11/20/2017	1/2 Other 2	1010 · Pacific Premier Ch...	0.00	-71,136.55
Deposit	11/21/2017	Sani Rec	1010 · Pacific Premier Ch...	-495.21	-71,631.76
Deposit	11/21/2017	Rate Assistance	1010 · Pacific Premier Ch...	8.27	-71,623.49
Deposit	11/21/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-71,623.49
Deposit	11/21/2017	1/2 Other 2	1010 · Pacific Premier Ch...	0.00	-71,623.49
Deposit	11/27/2017	Sani Rec	1010 · Pacific Premier Ch...	-506.63	-72,130.12
Deposit	11/27/2017	Rate Assistance	1010 · Pacific Premier Ch...	8.27	-72,121.85
Deposit	11/27/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-72,121.85
Deposit	11/27/2017	1/2 Other 2	1010 · Pacific Premier Ch...	10.99	-72,110.86
Deposit	11/29/2017	Sani Rec	1010 · Pacific Premier Ch...	-243.40	-72,354.26

Avila Beach Community Services District
Deposits by Fund
 November 2017

01/03/18

Type	Date	Memo	Split	Amount	Balance
Deposit	11/29/2017	Rate Assistance	1010 · Pacific Premier Ch...	16.55	-72,337.71
Deposit	11/29/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-72,337.71
Deposit	11/29/2017	1/2 Other 2	1010 · Pacific Premier Ch...	5.67	-72,332.04
Deposit	11/30/2017	Sani Rec	1010 · Pacific Premier Ch...	-1,962.46	-74,294.50
Deposit	11/30/2017	Rate Assistance	1010 · Pacific Premier Ch...	16.55	-74,277.95
Deposit	11/30/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-74,277.95
Deposit	11/30/2017	1/2 Other 2	1010 · Pacific Premier Ch...	0.00	-74,277.95
Total Sanitary					
				-74,277.95	-74,277.95
Water					
Deposit	11/01/2017	Water Rec	1010 · Pacific Premier Ch...	-288.54	-288.54
Deposit	11/01/2017	Rate Assistance	1010 · Pacific Premier Ch...	0.00	-288.54
Deposit	11/01/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-288.54
Deposit	11/01/2017	1/2 Other 2	1010 · Pacific Premier Ch...	-98.76	-387.30
Deposit	11/03/2017	Water Rec	1010 · Pacific Premier Ch...	-758.80	-1,146.10
Deposit	11/03/2017	Rate Assistance	1010 · Pacific Premier Ch...	8.28	-1,137.82
Deposit	11/03/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-1,137.82
Deposit	11/03/2017	1/2 Other 2	1010 · Pacific Premier Ch...	-0.03	-1,137.85
Deposit	11/06/2017	Water Rec	1010 · Pacific Premier Ch...	-2,066.92	-3,204.77
Deposit	11/06/2017	Rate Assistance	1010 · Pacific Premier Ch...	41.38	-3,163.39
Deposit	11/06/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-3,163.39
Deposit	11/06/2017	1/2 Other 2	1010 · Pacific Premier Ch...	-64.92	-3,228.31
Deposit	11/07/2017	Water Rec	1010 · Pacific Premier Ch...	-1,853.43	-5,081.74
Deposit	11/07/2017	Rate Assistance	1010 · Pacific Premier Ch...	57.93	-5,023.81
Deposit	11/07/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-5,023.81
Deposit	11/07/2017	1/2 Other 2	1010 · Pacific Premier Ch...	140.70	-4,883.11
Deposit	11/08/2017	Water Rec	1010 · Pacific Premier Ch...	-1,605.38	-6,488.49
Deposit	11/08/2017	Rate Assistance	1010 · Pacific Premier Ch...	24.83	-6,463.66
Deposit	11/08/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-6,463.66
Deposit	11/08/2017	1/2 Other 2	1010 · Pacific Premier Ch...	83.25	-6,380.41
Deposit	11/09/2017	001483 Front St Irrigation 9/26 - 10/30/17	1010 · Pacific Premier Ch...	-780.48	-7,160.89
Deposit	11/09/2017	001622 San Juan Park Irrigation 9/26 - 10/30/17	1010 · Pacific Premier Ch...	-2,135.48	-9,296.37
Deposit	11/09/2017	000162 Community Park Restroom 9/26 - 10/30/17	1010 · Pacific Premier Ch...	-325.20	-9,621.57
Deposit	11/09/2017	TCF OCT 17 - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-4,610.81	-14,232.38
Deposit	11/09/2017	F: 0895 A: 0760 Avila Beach Imp # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-2,072.79	-16,305.17
Deposit	11/13/2017	Water Rec	1010 · Pacific Premier Ch...	-4,878.00	-21,183.17
Deposit	11/13/2017	Rate Assistance	1010 · Pacific Premier Ch...	34.76	-21,148.41
Deposit	11/13/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-21,148.41
Deposit	11/13/2017	1/2 Other 2	1010 · Pacific Premier Ch...	1.19	-21,147.22

Avila Beach Community Services District
Deposits by Fund
November 2017

01/03/18

Type	Date	Memo	Split	Amount	Balance
Deposit	11/13/2017	Sean Parent pd \$.01 over, \$ 110.36	1010 · Pacific Premier Ch...	-0.01	-21,147.23
Deposit	11/13/2017	ACH 11/9/17 001483 Front St Irrigation 9/26 - 10/30/17	1010 · Pacific Premier Ch...	780.48	-20,366.75
Deposit	11/13/2017	ACH 11/9/17 001622 San Juan Park Irrigation 9/26 - 10/30/17	1010 · Pacific Premier Ch...	2,135.48	-18,231.27
Deposit	11/13/2017	ACH 11/9/17 000162 Community Park Restroom 9/26 - 10/30/17	1010 · Pacific Premier Ch...	325.20	-17,906.07
Deposit	11/14/2017	Water Rec	1010 · Pacific Premier Ch...	-7,242.58	-25,148.65
Deposit	11/14/2017	Rate Assistance	1010 · Pacific Premier Ch...	16.55	-25,132.10
Deposit	11/14/2017	1/2 Other 1	1010 · Pacific Premier Ch...	55.18	-25,076.92
Deposit	11/14/2017	1/2 Other 2	1010 · Pacific Premier Ch...	-27.35	-25,104.27
Deposit	11/15/2017	Water Rec	1010 · Pacific Premier Ch...	-9,281.70	-34,385.97
Deposit	11/15/2017	Rate Assistance	1010 · Pacific Premier Ch...	41.38	-34,344.59
Deposit	11/15/2017	1/2 Other 1	1010 · Pacific Premier Ch...	22.07	-34,322.52
Deposit	11/15/2017	1/2 Other 2	1010 · Pacific Premier Ch...	352.89	-33,969.63
Deposit	11/16/2017	Water Rec	1010 · Pacific Premier Ch...	-5,067.63	-39,037.26
Deposit	11/16/2017	Rate Assistance	1010 · Pacific Premier Ch...	0.00	-39,037.26
Deposit	11/16/2017	1/2 Other 1	1010 · Pacific Premier Ch...	22.07	-39,015.19
Deposit	11/16/2017	1/2 Other 2	1010 · Pacific Premier Ch...	165.11	-38,850.08
Deposit	11/16/2017	F: 0895 A: 0760 Avila Beach IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-1,323.87	-40,173.95
Deposit	11/16/2017	F: 0895 A: 0760 Avila Beach IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-1,071.48	-41,245.43
Deposit	11/17/2017	Water Rec	1010 · Pacific Premier Ch...	-1,756.08	-43,001.51
Deposit	11/17/2017	Rate Assistance	1010 · Pacific Premier Ch...	8.28	-42,993.23
Deposit	11/17/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-42,993.23
Deposit	11/17/2017	1/2 Other 2	1010 · Pacific Premier Ch...	-27.20	-43,020.43
Deposit	11/20/2017	Water Rec	1010 · Pacific Premier Ch...	-1,947.72	-44,968.15
Deposit	11/20/2017	Rate Assistance	1010 · Pacific Premier Ch...	8.28	-44,959.87
Deposit	11/20/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-44,959.87
Deposit	11/20/2017	1/2 Other 2	1010 · Pacific Premier Ch...	0.00	-44,959.87
Deposit	11/21/2017	Water Rec	1010 · Pacific Premier Ch...	-474.53	-45,434.40
Deposit	11/21/2017	Rate Assistance	1010 · Pacific Premier Ch...	8.28	-45,426.12
Deposit	11/21/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-45,426.12
Deposit	11/21/2017	1/2 Other 2	1010 · Pacific Premier Ch...	0.00	-45,426.12
Deposit	11/27/2017	Water Rec	1010 · Pacific Premier Ch...	-610.12	-46,036.24
Deposit	11/27/2017	Rate Assistance	1010 · Pacific Premier Ch...	8.28	-46,027.96
Deposit	11/27/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-46,027.96
Deposit	11/27/2017	1/2 Other 2	1010 · Pacific Premier Ch...	10.99	-46,016.97
Deposit	11/27/2017	FRM refund	1010 · Pacific Premier Ch...	-613.31	-46,630.28
Deposit	11/29/2017	Water Rec	1010 · Pacific Premier Ch...	-443.85	-47,074.13
Deposit	11/29/2017	Rate Assistance	1010 · Pacific Premier Ch...	16.55	-47,057.58
Deposit	11/29/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-47,057.58
Deposit	11/29/2017	1/2 Other 2	1010 · Pacific Premier Ch...	5.68	-47,051.90

Avila Beach Community Services District
Deposits by Fund
 November 2017

01/03/18

Type	Date	Memo	Split	Amount	Balance
Deposit	11/30/2017	Water Rec	1010 · Pacific Premier Ch...	-2,229.10	-49,281.00
Deposit	11/30/2017	Rate Assistance	1010 · Pacific Premier Ch...	16.55	-49,264.45
Deposit	11/30/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-49,264.45
Deposit	11/30/2017	1/2 Other 2	1010 · Pacific Premier Ch...	0.00	-49,264.45
Total Water				-49,264.45	-49,264.45
TOTAL				-154,858.21	-154,858.21

Avila Beach Community Services District
Checks by Fund w/Accounts

November 2017

01/03/18

Type	Date	Num	Name	Memo	Account	Amount	Balance	
General / Admin								
Check	11/02/2017	1363	ASAP Reprographics	Board Packets	8280 · W - 2 Water Valve Rep	77.68	77.68	
Check	11/02/2017		Bankcard MTOT Disc		5100 · Merchant Credit Card Fe...	252.58	330.26	
Check	11/03/2017	1364	Nikki Engle Bookkeeping & Teaching	Inv. 1685 10/26/17	6102 · Accounting	220.00	550.26	
Check	11/06/2017		Adobe.com	computer repairs	6140 · Office Supplies & Postage	14.99	565.25	
Check	11/07/2017		Cal Tec Computers	board packets	6524 · Equip. Rep. & Maint. Avila...	119.00	684.25	
Check	11/09/2017		U.S. Postal Service	computer repairs	6140 · Office Supplies & Postage	19.74	703.99	
Check	11/10/2017		Cal Tec Computers	Review Agenda with Brad and Pete via email	6524 · Equip. Rep. & Maint. Avila...	40.00	743.99	
Check	11/13/2017	1374	Shipsey & Seitz	Review Agenda with Brad and Brad	6135 · Legal	45.00	788.99	
Check	11/13/2017	1374	Shipsey & Seitz	Review email from Ara and Brad	6135 · Legal	60.00	848.99	
Check	11/13/2017	1374	Shipsey & Seitz	Telephone Conference with Brad	6135 · Legal	135.00	983.99	
Check	11/13/2017	1374	Shipsey & Seitz	FRM Contract	6135 · Legal	105.60	1,089.59	
Check	11/13/2017	1374	Shipsey & Seitz	Law Library	6135 · Legal	80.00	1,169.59	
Check	11/13/2017	1375	Nikki Engle Bookkeeping & Teaching	Inv. 1688 11/2/17	6102 · Accounting	220.00	1,389.59	
Check	11/13/2017	1373	Shipsey & Seitz	VOID: 10/31/2017 Statement	6135 · Legal	0.00	1,389.59	
Check	11/13/2017		Public Employees Retirement System	Kristi 10/1 - 10/15/17	2250 · PERS Liability	175.82	1,565.41	
Check	11/13/2017		Public Employees Retirement System	Kristi 10/1 - 10/15/17	5256 · PERS Co Pd Kristi	4.98	1,570.39	
Check	11/13/2017		Public Employees Retirement System	Kristi 10/16 - 10/31/17	2250 · PERS Liability	165.20	1,735.59	
Check	11/13/2017		Public Employees Retirement System	Kristi 10/16 - 10/31/17	5256 · PERS Co Pd Kristi	20.24	1,755.83	
Check	11/14/2017	1376	Hagemann & Associates	Oct 29 - Nov 11, 2017 Inv. #1003	6506 · Contract Labor GM	5,500.00	7,255.83	
Check	11/15/2017		Charter	Acct #. 8245100980035571	6585 · Telephone / Internet	189.95	7,445.78	
Check	11/21/2017	1384	Calif Special Districts Association	Membership Id 1275	6120 · Dues & Subscriptions	4,802.00	12,247.78	
Check	11/27/2017	1386	Hagemann & Associates	Invoice 1004 Statement Date 11/25/17	6506 · Contract Labor GM	4,400.00	16,647.78	
Check	11/27/2017	1388	Staples	Statement 11/15/17	6140 · Office Supplies & Postage	33.31	16,681.09	
Check	11/27/2017	1389	Avila Beach Civic Association	December Rent 2017	6155 · Rent	849.38	17,530.47	
Check	11/28/2017		Amazon	computer monitors	6140 · Office Supplies & Postage	156.14	17,686.61	
Check	11/28/2017		Amazon	computer monitors	6140 · Office Supplies & Postage	234.97	17,921.58	
Check	11/28/2017		Cal Tec Computers	computer repairs	6524 · Equip. Rep. & Maint. Avila...	44.50	17,966.08	
Check	11/29/2017		Digital Deployment	monthly ABCSD Streamline	6170 · Website	200.00	18,166.08	
Total General / Admin							18,166.08	18,166.08
Lights								
Check	11/02/2017		PG&E	Town Lights acct # 0690976984-3	6590 · Utilities	470.99	470.99	
Check	11/02/2017		PG&E	Colony Lights acct # 5992155362-0	6590 · Utilities	91.24	562.23	
Check	11/20/2017		PG&E	Front St. Lights acct# 5796765606-7	6590 · Utilities	432.68	994.91	
Total Lights							994.91	994.91
Sanitary								
Check	11/02/2017	1361	Abalone Coast Analytical, Inc.	Lab Testing Inv. 3643 11/02/2017	6540 · Lab Tests	4,395.80	4,395.80	
Check	11/02/2017	1362	Brenntag Pacific, Inc.	BPI 2832636	6503 · Chemicals	1,035.21	5,431.01	
Check	11/02/2017	1365	Fluid Resource Management, Inc.	Oct Ops Inv. #F16382	6505 · Contract Labor O & M	12,400.80	17,831.81	
Check	11/02/2017	1365	Fluid Resource Management, Inc.	Chemicals #A16326	6503 · Chemicals	99.20	17,931.01	
Check	11/02/2017	1365	Fluid Resource Management, Inc.	Wastewater Maintenance Inv. #A16326	6522 · Equip. Rep. & Maint-Avila...	807.80	18,738.81	
Check	11/02/2017	1365	Fluid Resource Management, Inc.	#A16359 Wastewater Plant Hour Meter	6522 · Equip. Rep. & Maint-Avila...	102.87	18,841.68	
Check	11/02/2017	1365	Fluid Resource Management, Inc.	SCADA Issues #W15966	6522 · Equip. Rep. & Maint-Avila...	2,748.24	21,589.92	
Check	11/02/2017	1365	Fluid Resource Management, Inc.	Reg. Compliance #W16244	6565 · Regulatory Compliance	50.00	21,639.92	
Check	11/02/2017	1365	Fluid Resource Management, Inc.	DMR July #W16325	6565 · Regulatory Compliance	100.00	21,739.92	
Check	11/02/2017	1365	Fluid Resource Management, Inc.	DMR Sept #W16372	6565 · Regulatory Compliance	50.00	21,789.92	

**Avila Beach Community Services District
Checks by Fund w/Accounts**

November 2017

01/03/18

Type	Date	Num	Name	Memo	Account	Amount	Balance	
Check	11/13/2017	1366	South County Sanitary Service	2 Yd Dumpster	6590 · Utilities	117.84	21,907.76	
Check	11/13/2017	1370	USA Bluebook	Hack NitriVer 3 PP for 10mL	6550 · Operating Supplies	104.49	22,012.25	
Check	11/13/2017	1371	Speed's, Inc.	Inv. 57801 Solid Waste Hauling 10/24/17	6580 · Solids Handling	1,264.25	23,276.50	
Check	11/13/2017	1372	Wallace Group	Inv. 44864 Nov 7th, 2017	6525 · Fat Oil & Grease (FOG)	73.75	23,350.25	
Check	11/17/2017		AT&T	acct # x 0885 Internet	6585 · Telephone / Internet	80.81	23,431.06	
Check	11/20/2017		PG&E	Lift Station acct# 6338432238-2	6590 · Utilities	47.28	23,478.34	
Check	11/20/2017		PG&E	Waste Water Plant acct # 6380034236-0 3rd & ...	6590 · Utilities	1,794.94	25,273.28	
Check	11/21/2017	1378	SLO Co Health	Permitting INV. #0110315 Haz Mat State Site Su...	6555 · Permits & Fees	359.00	25,632.28	
Check	11/21/2017	1380	Brenntag Pacific, Inc.	BPI 2844206	6503 · Chemicals	832.78	26,465.06	
Check	11/21/2017	1380	Brenntag Pacific, Inc.	BPI 2844207	6503 · Chemicals	922.77	27,387.83	
Check	11/21/2017	1381	Speed's, Inc.	Inv. 57889 Solid Waste Hauling 11/7/17	6580 · Solids Handling	1,231.25	28,619.08	
Check	11/27/2017	1387	Brenntag Pacific, Inc.	BPI 2844208	6503 · Chemicals	953.53	29,572.61	
Check	11/29/2017		AT&T	acct # 805 595-7619 618 0	6585 · Telephone / Internet	116.82	29,689.23	
Check	11/29/2017		AT&T	acct # 805 595-9416 904 5 Credit not given, \$ 87....	6585 · Telephone / Internet	419.39	30,108.62	
Check	11/30/2017	ADJ	BALANCE ADJUSTMENT	ADJ \$ 28.86 CC Deposits	1280 · Water & Sewer Billings	14.43	30,123.05	
Total Sanitary							30,123.05	
Water								
Check	11/02/2017	1365	Fluid Resource Management, Inc.	Oct Ops Inv. #F16382	6505 · Contract Labor O & M	5,356.00	5,356.00	
Check	11/02/2017	1365	Fluid Resource Management, Inc.	Copper & Lead Sampling Water #W15959	6565 · Regulatory Compliance	388.00	5,744.00	
Check	11/13/2017	1367	Aqua-Metric Sales, Inc.	1" Pearl TR/PL 100 C.F. Inv. 0067415	6510 · Critical Spare Parts	1,235.99	6,979.99	
Check	11/13/2017	1368	SLO County Public Works	State Water FY 2017-18 O & M Wheeling	6802 · Lopez	50,551.57	57,531.56	
Check	11/13/2017	1369	Advantage Technical Services, INC.	Water Tank #1 Repairs	8271 · W-1 2017/18 Water Tan...	10,264.00	67,795.56	
Check	11/21/2017	1377	Drain Doctors Plumbing	Meter Replacement 244 First Street & 132 1st Str...	6524 · Equip. Rep. & Maint. Avila...	724.00	68,519.56	
Check	11/21/2017	1379	IFLOW Energy Solutions, Inc.	IFlow Meters 3/4 in Kamstrup Model 2100 Ultraso...	6510 · Critical Spare Parts	0.00	68,519.56	
Check	11/21/2017	1382	SLO County Public Works	State Water Adjustment FY 2016-17 O & M Whe...	6802 · Lopez	2,212.69	70,732.25	
Check	11/21/2017	1383	State Water Board	Water Rights Permitting Notice Id: 0002 8247 62...	6555 · Permits & Fees	154.17	70,886.42	
Check	11/22/2017		PG&E	Water Tank acct # 4807713956-5	6590 · Utilities	143.29	71,029.71	
Check	11/30/2017	ADJ	BALANCE ADJUSTMENT	ADJ \$ 28.86 CC Deposits	1280 · Water & Sewer Billings	14.43	71,044.14	
Total Water							71,044.14	
TOTAL							120,328.18	120,328.18

Avila Beach Community Services District
Balance Sheet
As of December 31, 2017

	Dec 31, 17
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash Summary	
1005 · Customer Cash	-50.50
1008 · Petty Cash	80.00
1010 · Pacific Premier Checking	896,141.33
1025 · Pooled Cash	2,671,663.57
1050 · LAIF	2,245,293.03
1099 · Cash Balance	-2,671,663.57
	3,141,463.86
Total 1000 · Cash Summary	3,141,463.86
	3,141,463.86
Accounts Receivable	
1200 · *Accounts Receivable	222,316.19
	222,316.19
Total Accounts Receivable	222,316.19
Other Current Assets	
1250 · Receivables	
1255 · Interest Receivable	3,019.76
1270 · Taxes Receivable	8,787.45
1280 · Water & Sewer Billings	102,626.78
	114,433.99
Total 1250 · Receivables	114,433.99
1400 · Prepaid Summary	
1410 · Prepaid Insurance	694.81
1400 · Prepaid Summary - Other	-0.01
	694.80
Total 1400 · Prepaid Summary	694.80
	115,128.79
Total Other Current Assets	115,128.79
Total Current Assets	3,478,908.84
Fixed Assets	
1600 · Fixed Assets & Acc. Depr.	
1605 · Office Equipment	
1606 · Copier Samsung 2012	8,233.58
1609 · Office Equipment Accum Depr	-6,861.31
	1,372.27
Total 1605 · Office Equipment	1,372.27
1610 · Fixed Asset -Office & Admin.	
1612 · Office Furniture cost	4,526.21
1614 · Office Furniture Accum Dep.	-4,526.21
	0.00

Avila Beach Community Services District
Balance Sheet
 As of December 31, 2017

	<u>Dec 31, 17</u>
Total 1610 · Fixed Asset -Office & Admin.	0.00
1620 · Fixed Assets - Sanitary	
1622 · Land	60,314.10
1626 · Collection Assets	
1627 · Collection Assets Cost	1,318,875.26
1628 · Collect Assets Accum Depr	<u>-352,639.07</u>
Total 1626 · Collection Assets	966,236.19
1630 · Disposal Equipment	
1631 · Disposal Equip Cost	523,122.64
1632 · Disposal Equip Accum Depr	<u>-264,042.83</u>
Total 1630 · Disposal Equipment	259,079.81
1635 · Treatment Plant	
1636 · Treatment Plant Original	105,000.00
1637 · Treatment Plant Addition	1,909,250.75
1638 · Treatment Plant Accum Dep	<u>-886,106.88</u>
Total 1635 · Treatment Plant	1,128,143.87
1642 · Treatment Equipment	
1643 · Treatment Equip Cost	1,000,455.00
1644 · Treatment Equip Accum Depr	-524,698.87
1642 · Treatment Equipment - Other	<u>205,485.61</u>
Total 1642 · Treatment Equipment	<u>681,241.74</u>
Total 1620 · Fixed Assets - Sanitary	3,095,015.71
1650 · Fixed Assets - Water	
1652 · Equipment	
1653 · Equipment Cost	21,136.28
1654 · Equipment Accum Depr	<u>-21,136.28</u>
Total 1652 · Equipment	0.00
1656 · Distribution Assets	
1657 · Distribution Assets Cost	1,109,466.00
1658 · Dist Assets Accum Depr	<u>-562,263.35</u>
Total 1656 · Distribution Assets	<u>547,202.65</u>
Total 1650 · Fixed Assets - Water	547,202.65
1680 · Structures - Fixed Asset	
1681 · Structures GFAAG - Sani & FA	29,810.00
1682 · Gen / Fire Accum Dep	<u>-29,810.00</u>

Avila Beach Community Services District
Balance Sheet
As of December 31, 2017

	<u>Dec 31, 17</u>
Total 1680 · Structures - Fixed Asset	0.00
1690 · Construction in Progress	17,812.74
Total 1600 · Fixed Assets & Acc. Depr.	3,661,403.37
Total Fixed Assets	3,661,403.37
Other Assets	
1800 · Deferred Outflows of Resources	7,850.00
Total Other Assets	7,850.00
TOTAL ASSETS	<u>7,148,162.21</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 · Accounts Payable	78,340.71
Total Accounts Payable	78,340.71
Other Current Liabilities	
2200 · Payroll Liabilities	
2260 · Vacation Payable	1,236.90
2262 · Sick Pay Accrued	2,194.50
2240 · Health Insurance	
2241 · Employee	0.01
Total 2240 · Health Insurance	0.01
2250 · PERS Liability	66.68
Total 2200 · Payroll Liabilities	3,498.09
2300 · Deposits Held	
2303 · Water Deposits Held	7,580.00
2304 · Fire Station Deposit	2,000.00
2305 · Connection Fees Held	213,643.16
Total 2300 · Deposits Held	223,223.16
Total Other Current Liabilities	226,721.25
Total Current Liabilities	305,061.96
Long Term Liabilities	
2400 · Net Pension Liability	115,049.00
2500 · Deferred Inflows of Resources	15,115.00

Avila Beach Community Services District
Balance Sheet
As of December 31, 2017

	<u>Dec 31, 17</u>
Total Long Term Liabilities	130,164.00
Total Liabilities	435,225.96
Equity	
3900 · Retained Earnings	6,479,228.39
Net Income	233,707.86
Total Equity	6,712,936.25
TOTAL LIABILITIES & EQUITY	<u>7,148,162.21</u>

Avila Beach Community Services District
Profit & Loss
December 2017

	<u>Dec 17</u>
Ordinary Income/Expense	
Income	
4000 · Income Summary	
4010 · Operating Revenue	63,933.76
4012 · Solid Waste Franchise Fee	1,324.95
4020 · Contract Services-Ambulance	995.82
4030 · County Taxes	201,877.33
4090 · Rental Income	3,260.00
	<hr/>
Total 4000 · Income Summary	271,391.86
	<hr/>
Total Income	271,391.86
	<hr/>
Gross Profit	271,391.86
	<hr/>
Expense	
5100 · Merchant Credit Card Fees TIB	353.13
5200 · Payroll Expenses	
5210 · Gross Wages	
5211 · Regular Pay	1,881.50
5012 · Holiday Pay	145.50
5014 · Sick Pay	533.50
5016 · Vacation Pay	97.00
	<hr/>
Total 5210 · Gross Wages	2,657.50
5230 · Payroll Taxes	65.36
5240 · Health & Medical Exp.	
5242 · Health Ins / Other	600.00
	<hr/>
Total 5240 · Health & Medical Exp.	600.00
5250 · PERS Company Pd Expense	
5256 · PERS Co Pd Kristi	199.15
	<hr/>
Total 5250 · PERS Company Pd Expense	199.15
5280 · Payroll Administration & Misc.	197.32
	<hr/>
Total 5200 · Payroll Expenses	3,719.33
6000 · Administrative Overheads	
6102 · Accounting	1,757.50
6140 · Office Supplies & Postage	267.69
6150 · Rate Assistance	513.06
6170 · Website	200.00
	<hr/>
Total 6000 · Administrative Overheads	2,738.25
6500 · Operating Expenses	

Avila Beach Community Services District
Profit & Loss
 December 2017

	<u>Dec 17</u>
6503 · Chemicals	2,028.86
6505 · Contract Labor O & M	21,648.18
6506 · Contract Labor GM	11,000.00
6510 · Critical Spare Parts	3,510.97
6520 · Equipment Repair & Maint.	
6524 · Equip. Rep. & Maint. Avila Only	2,111.65
6520 · Equipment Repair & Maint. - Other	173.92
	<hr/>
Total 6520 · Equipment Repair & Maint.	2,285.57
6525 · Fat Oil & Grease (FOG)	212.25
6530 · Generator Maintenance	165.00
6535 · Insurance	2,380.83
6540 · Lab Tests	3,018.40
6550 · Operating Supplies	223.79
6555 · Permits & Fees	4,971.60
6580 · Solids Handling	1,302.50
6585 · Telephone / Internet	540.98
6590 · Utilities	2,921.94
	<hr/>
Total 6500 · Operating Expenses	56,210.87
	<hr/>
Total Expense	63,021.58
	<hr/>
Net Ordinary Income	208,370.28
Other Income/Expense	
Other Income	
7200 · Non-Operating Income	
7210 · Connection Fees	106,877.00
7270 · Recycled Water Study	33,428.74
	<hr/>
Total 7200 · Non-Operating Income	140,305.74
	<hr/>
Total Other Income	140,305.74
Other Expense	
8200 · Non-Operating Expenses	
8226 · L- 2017/18 L-1 Street Lights	157.50
8230 · Capital Purchases in Prog Sani	
8242 · WW-4 Collctn Ln Re	25,000.00
8243 · WW-4 Wet Well Coating	1,766.25
	<hr/>
Total 8230 · Capital Purchases in Prog Sani	26,766.25
8270 · Capital Purchases in Prog Water	
8270c · W-4 Manhole Coating	309.30
	<hr/>
Total 8270 · Capital Purchases in Prog Water	309.30
	<hr/>

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01/03/18
Accrual Basis

Avila Beach Community Services District
Profit & Loss
December 2017

	<u>Dec 17</u>
Total 8200 · Non-Operating Expenses	<u>27,233.05</u>
Total Other Expense	<u>27,233.05</u>
Net Other Income	<u>113,072.69</u>
Net Income	<u><u>321,442.97</u></u>

Avila Beach Community Services District
Deposits by Fund
 December 2017

01/03/18

Type	Date	Memo	Split	Amount	Balance
General / Admin					
Deposit	12/01/2017	F: 0895 A: 0760 Avila Beach IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-8,064.30	-8,064.30
Deposit	12/05/2017	Rent Income Fire Station Vizdom	1010 · Pacific Premier Ch...	-3,260.00	-11,324.30
Deposit	12/07/2017	from Customer Cash acct	1010 · Pacific Premier Ch...	-600.00	-11,924.30
Deposit	12/11/2017	TCF NOV 17 ME - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-519.51	-12,443.81
Deposit	12/12/2017	S L Ambulance Contract Services	1010 · Pacific Premier Ch...	-995.82	-13,439.63
Deposit	12/14/2017	TCF SEC DIST DEC 17 - IMPR # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-38,671.82	-52,111.45
Deposit	12/18/2017	F: 0895 A: 0760 Avila Beach IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-21,047.23	-73,158.68
Deposit	12/21/2017	F: 0895 A: 0760 Avila Beach IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-2,156.17	-75,314.85
Deposit	12/21/2017	from Customer Cash acct	1010 · Pacific Premier Ch...	-500.00	-75,814.85
Total General / Admin					
Lights					
Deposit	12/01/2017	F: 0895 A: 0760 Avila Beach IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-576.02	-576.02
Deposit	12/11/2017	TCF NOV 17 ME - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-37.10	-613.12
Deposit	12/14/2017	TCF SEC DIST DEC 17 - IMPR # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-2,762.27	-3,375.39
Deposit	12/18/2017	F: 0895 A: 0760 Avila Beach IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-1,503.37	-4,878.76
Deposit	12/21/2017	F: 0895 A: 0760 Avila Beach IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-154.01	-5,032.77
Total Lights					
Sanitary					
Deposit	12/01/2017	F: 0895 A: 0760 Curr Secured Tax	1010 · Pacific Premier Ch...	-11,584.98	-11,584.98
Deposit	12/05/2017	Sani Rec	1010 · Pacific Premier Ch...	-1,691.43	-13,276.41
Deposit	12/05/2017	Rate Assistance	1010 · Pacific Premier Ch...	57.92	-13,218.49
Deposit	12/05/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-13,218.49
Deposit	12/05/2017	1/2 Other 2	1010 · Pacific Premier Ch...	-12.05	-13,230.54
Deposit	12/07/2017	Sani Rec	1010 · Pacific Premier Ch...	-1,635.39	-14,865.93
Deposit	12/07/2017	Rate Assistance	1010 · Pacific Premier Ch...	41.37	-14,824.56
Deposit	12/07/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-14,824.56
Deposit	12/07/2017	1/2 Other 2	1010 · Pacific Premier Ch...	-46.90	-14,871.46
Deposit	12/08/2017	Sani Rec	1010 · Pacific Premier Ch...	-1,933.23	-16,804.69
Deposit	12/08/2017	Rate Assistance	1010 · Pacific Premier Ch...	33.10	-16,771.59
Deposit	12/08/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-16,771.59
Deposit	12/08/2017	1/2 Other 2	1010 · Pacific Premier Ch...	110.35	-16,661.24
Deposit	12/11/2017	TCF NOV 17 ME - Waste	1010 · Pacific Premier Ch...	-747.83	-17,409.07
Deposit	12/12/2017	Sani Rec	1010 · Pacific Premier Ch...	-4,422.29	-21,831.36
Deposit	12/12/2017	Rate Assistance	1010 · Pacific Premier Ch...	8.27	-21,823.09
Deposit	12/12/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-21,823.09

Avila Beach Community Services District
Deposits by Fund
 December 2017

01/03/18

Type	Date	Memo	Split	Amount	Balance
Deposit	12/12/2017	1/2 Other 2	1010 · Pacific Premier Ch...	1.10	-21,821.99
Deposit	12/13/2017	Sani Rec	1010 · Pacific Premier Ch...	-7,738.94	-29,560.93
Deposit	12/13/2017	Rate Assistance	1010 · Pacific Premier Ch...	16.55	-29,544.38
Deposit	12/13/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-29,544.38
Deposit	12/13/2017	1/2 Other 2	1010 · Pacific Premier Ch...	54.49	-29,489.89
Deposit	12/14/2017	Sani Rec	1010 · Pacific Premier Ch...	-2,053.66	-31,543.55
Deposit	12/14/2017	Rate Assistance	1010 · Pacific Premier Ch...	8.27	-31,535.28
Deposit	12/14/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-31,535.28
Deposit	12/14/2017	1/2 Other 2	1010 · Pacific Premier Ch...	2.37	-31,532.91
Deposit	12/14/2017	000162 Community Park Restroom 10/31 - 11/29/17	1010 · Pacific Premier Ch...	-438.77	-31,971.68
Deposit	12/14/2017	000162 Community Park Restroom 10/31 - 11/29/17, booked 12/14/1...	1010 · Pacific Premier Ch...	438.77	-31,532.91
Deposit	12/14/2017	TCF SEC DIST DEC 17 - Curr Secured	1010 · Pacific Premier Ch...	-55,555.34	-87,088.25
Deposit	12/15/2017	Sani Rec	1010 · Pacific Premier Ch...	-5,147.77	-92,236.02
Deposit	12/15/2017	Rate Assistance	1010 · Pacific Premier Ch...	8.27	-92,227.75
Deposit	12/15/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-92,227.75
Deposit	12/15/2017	1/2 Other 2	1010 · Pacific Premier Ch...	18.97	-92,208.78
Deposit	12/18/2017	F: 0895 A: 0760 Curr Secured Tax	1010 · Pacific Premier Ch...	-30,235.93	-122,444.71
Deposit	12/18/2017	Sani Rec	1010 · Pacific Premier Ch...	-3,022.97	-125,467.68
Deposit	12/18/2017	Rate Assistance	1010 · Pacific Premier Ch...	8.27	-125,459.41
Deposit	12/18/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-125,459.41
Deposit	12/18/2017	1/2 Other 2	1010 · Pacific Premier Ch...	82.98	-125,376.43
Deposit	12/21/2017	F: 0895 A: 0760 Curr Secured Tax	1010 · Pacific Premier Ch...	-3,097.50	-128,473.93
Deposit	12/21/2017	Sani Rec	1010 · Pacific Premier Ch...	-1,939.16	-130,413.09
Deposit	12/21/2017	Rate Assistance	1010 · Pacific Premier Ch...	24.82	-130,388.27
Deposit	12/21/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-130,388.27
Deposit	12/21/2017	1/2 Other 2	1010 · Pacific Premier Ch...	-198.98	-130,587.25
Deposit	12/27/2017	Sani Rec	1010 · Pacific Premier Ch...	-1,396.68	-131,983.93
Deposit	12/27/2017	Rate Assistance	1010 · Pacific Premier Ch...	36.40	-131,947.53
Deposit	12/27/2017	1/2 Other 1	1010 · Pacific Premier Ch...	-37.50	-131,985.03
Deposit	12/27/2017	1/2 Other 2	1010 · Pacific Premier Ch...	-117.19	-132,102.22
Deposit	12/28/2017	Sani Rec	1010 · Pacific Premier Ch...	-564.21	-132,666.43
Deposit	12/28/2017	Rate Assistance	1010 · Pacific Premier Ch...	0.00	-132,666.43
Deposit	12/28/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-132,666.43
Deposit	12/28/2017	1/2 Other 2	1010 · Pacific Premier Ch...	0.00	-132,666.43
Deposit	12/28/2017	Avila Ocean Partners, LLC, ck # 2788	1010 · Pacific Premier Ch...	-56.15	-132,722.58
Deposit	12/31/2017	BALANCE ADJ CCG	1010 · Pacific Premier Ch...	-299.03	-133,021.61
Total Sanitary				-133,021.61	-133,021.61
Solid Waste					

Avila Beach Community Services District
Deposits by Fund
 December 2017

01/03/18

Type	Date	Memo	Split	Amount	Balance
Deposit	12/12/2017	10-17 Waste Connections Franchise Fee SW	1010 · Pacific Premier Ch...	-1,324.95	-1,324.95
Total Solid Waste					
Water					
Deposit	12/01/2017	F: 0895 A: 0760 Avila Beach IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-2,880.11	-2,880.11
Deposit	12/05/2017	Water Rec	1010 · Pacific Premier Ch...	-1,589.09	-4,469.20
Deposit	12/05/2017	Rate Assistance	1010 · Pacific Premier Ch...	57.93	-4,411.27
Deposit	12/05/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-4,411.27
Deposit	12/05/2017	1/2 Other 2	1010 · Pacific Premier Ch...	-12.05	-4,423.32
Deposit	12/07/2017	Water Rec	1010 · Pacific Premier Ch...	-1,199.48	-5,622.80
Deposit	12/07/2017	Rate Assistance	1010 · Pacific Premier Ch...	41.38	-5,581.42
Deposit	12/07/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-5,581.42
Deposit	12/07/2017	1/2 Other 2	1010 · Pacific Premier Ch...	-46.90	-5,628.32
Deposit	12/08/2017	Water Rec	1010 · Pacific Premier Ch...	-1,365.84	-6,994.16
Deposit	12/08/2017	Rate Assistance	1010 · Pacific Premier Ch...	33.10	-6,961.06
Deposit	12/08/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-6,961.06
Deposit	12/08/2017	1/2 Other 2	1010 · Pacific Premier Ch...	110.35	-6,850.71
Deposit	12/08/2017	adj to \$ 2,577.25 deposited	1010 · Pacific Premier Ch...	0.01	-6,850.70
Deposit	12/11/2017	TCF NOV 17 ME - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-185.54	-7,036.24
Deposit	12/12/2017	Water Rec	1010 · Pacific Premier Ch...	-3,911.44	-10,947.68
Deposit	12/12/2017	Rate Assistance	1010 · Pacific Premier Ch...	8.28	-10,939.40
Deposit	12/12/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-10,939.40
Deposit	12/12/2017	1/2 Other 2	1010 · Pacific Premier Ch...	1.11	-10,938.29
Deposit	12/13/2017	Water Rec	1010 · Pacific Premier Ch...	-6,338.18	-17,276.47
Deposit	12/13/2017	Rate Assistance	1010 · Pacific Premier Ch...	16.55	-17,259.92
Deposit	12/13/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-17,259.92
Deposit	12/13/2017	1/2 Other 2	1010 · Pacific Premier Ch...	54.49	-17,205.43
Deposit	12/14/2017	Water Rec	1010 · Pacific Premier Ch...	-3,747.97	-20,953.40
Deposit	12/14/2017	Rate Assistance	1010 · Pacific Premier Ch...	8.28	-20,945.12
Deposit	12/14/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-20,945.12
Deposit	12/14/2017	1/2 Other 2	1010 · Pacific Premier Ch...	2.38	-20,942.74
Deposit	12/14/2017	001483 Front St Irrigation 10/31 - 11/29/17	1010 · Pacific Premier Ch...	-585.36	-21,528.10
Deposit	12/14/2017	001622 San Juan Park Irrigation 10/31 - 11/29/17	1010 · Pacific Premier Ch...	-1,322.48	-22,850.58
Deposit	12/14/2017	000162 Community Park Restroom 10/31 - 11/29/17	1010 · Pacific Premier Ch...	-314.36	-23,164.94
Deposit	12/14/2017	001483 Front St Irrigation 10/31 - 11/29/17, booked 12/14/17 \$ 2,660	1010 · Pacific Premier Ch...	585.36	-22,579.58
Deposit	12/14/2017	001622 San Juan Park Irrigation 10/31 - 11/29/17, booked 12/14/17 \$...	1010 · Pacific Premier Ch...	1,322.48	-21,257.10
Deposit	12/14/2017	000162 Community Park Restroom 10/31 - 11/29/17, booked 12/14/17 ...	1010 · Pacific Premier Ch...	314.36	-20,942.74
Deposit	12/14/2017	TCF SEC DIST DEC 17 - IMPR # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-13,811.37	-34,754.11
Deposit	12/15/2017	Water Rec	1010 · Pacific Premier Ch...	-4,823.80	-39,577.91

Avila Beach Community Services District
Deposits by Fund
 December 2017

01/03/18

Type	Date	Memo	Split	Amount	Balance
Deposit	12/15/2017	Rate Assistance	1010 · Pacific Premier Ch...	8.28	-39,569.63
Deposit	12/15/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-39,569.63
Deposit	12/15/2017	1/2 Other 2	1010 · Pacific Premier Ch...	18.97	-39,550.66
Deposit	12/18/2017	F: 0895 A: 0760 Avila Beach IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-7,516.87	-47,067.53
Deposit	12/18/2017	Water Rec	1010 · Pacific Premier Ch...	-2,970.16	-50,037.69
Deposit	12/18/2017	Rate Assistance	1010 · Pacific Premier Ch...	8.28	-50,029.41
Deposit	12/18/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-50,029.41
Deposit	12/18/2017	1/2 Other 2	1010 · Pacific Premier Ch...	82.99	-49,946.42
Deposit	12/21/2017	F: 0895 A: 0760 Avila Beach IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Pacific Premier Ch...	-770.06	-50,716.48
Deposit	12/21/2017	Water Rec	1010 · Pacific Premier Ch...	-1,897.00	-52,613.48
Deposit	12/21/2017	Rate Assistance	1010 · Pacific Premier Ch...	24.83	-52,588.65
Deposit	12/21/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-52,588.65
Deposit	12/21/2017	1/2 Other 2	1010 · Pacific Premier Ch...	-198.99	-52,787.64
Deposit	12/21/2017	adj to \$ 3,463.42 deposited amt	1010 · Pacific Premier Ch...	0.04	-52,787.60
Deposit	12/27/2017	Water Rec	1010 · Pacific Premier Ch...	-3,526.58	-56,314.18
Deposit	12/27/2017	Rate Assistance	1010 · Pacific Premier Ch...	36.41	-56,277.77
Deposit	12/27/2017	1/2 Other 1	1010 · Pacific Premier Ch...	-37.50	-56,315.27
Deposit	12/27/2017	1/2 Other 2	1010 · Pacific Premier Ch...	-117.19	-56,432.46
Deposit	12/28/2017	Water Rec	1010 · Pacific Premier Ch...	-758.80	-57,191.26
Deposit	12/28/2017	Rate Assistance	1010 · Pacific Premier Ch...	0.00	-57,191.26
Deposit	12/28/2017	1/2 Other 1	1010 · Pacific Premier Ch...	0.00	-57,191.26
Deposit	12/28/2017	1/2 Other 2	1010 · Pacific Premier Ch...	0.00	-57,191.26
Deposit	12/28/2017	Avila Ocean Partners, LLC, ck # 2788	1010 · Pacific Premier Ch...	-54.20	-57,245.46
Deposit	12/31/2017	BALANCE ADJ CCs	1010 · Pacific Premier Ch...	-299.03	-57,544.49
Total Water				-57,544.49	-57,544.49
TOTAL				-272,738.67	-272,738.67

Avila Beach Community Services District
Checks by Fund w/Accounts

01/03/18

December 2017

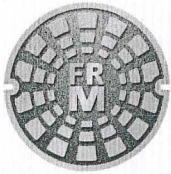
Type	Date	Num	Name	Memo	Account	Amount	Balance	
General / Admin								
Check	12/03/2017		Bankcard MTOT Disc		5100 · Merchant Credit Card Fe...	353.13	353.13	
Check	12/05/2017		Adobe.com		6140 · Office Supplies & Postage	14.99	368.12	
Check	12/07/2017	1391	Fedak & Brown, LLP	Nov 2017 Statement Professional Services FY ...	6102 · Accounting	745.00	1,113.12	
Check	12/07/2017		U.S. Postal Service		6140 · Office Supplies & Postage	10.08	1,123.20	
Check	12/10/2017		Cal Tec Computers	computer repairs	6524 · Equip. Rep. & Maint. Avila...	40.00	1,163.20	
Check	12/12/2017	1395	Hagemann & Associates	Inv. 1005 Nov 26th - Dec 9th, 2017	6506 · Contract Labor GM	5,500.00	6,663.20	
Check	12/12/2017	1396	Nikki Engle Bookkeeping & Teaching	Inv. 1700 11/21/17	6102 · Accounting	192.50	6,855.70	
Check	12/12/2017	1396	Nikki Engle Bookkeeping & Teaching	Inv. 1709 12/7/17	6102 · Accounting	220.00	7,075.70	
Check	12/13/2017		Public Employees Retirement System	Kristi 11/1 - 11/15/17	2250 · PERS Liability	148.54	7,224.24	
Check	12/13/2017		Public Employees Retirement System	Kristi 11/1 - 11/15/17	2256 · PERS Co Pd Kristi	22.95	7,247.19	
Check	12/13/2017		Public Employees Retirement System	Kristi 11/16 - 11/30/17	2250 · PERS Liability	127.32	7,374.51	
Check	12/13/2017		Public Employees Retirement System	Kristi 11/16 - 11/30/17	2256 · PERS Co Pd Kristi	37.98	7,412.49	
Check	12/13/2017		Public Employees Retirement System	Kristi 12/1 - 12/15/17	2250 · PERS Liability	139.44	7,551.93	
Check	12/13/2017		Public Employees Retirement System	Kristi 12/1 - 12/15/17	2256 · PERS Co Pd Kristi	35.16	7,587.09	
Check	12/18/2017	1404	Hagemann & Associates	Acct #. 8245100980033571	6585 · Telephone / Internet	189.95	7,777.04	
Check	12/18/2017	1412	Fedak & Brown, LLP	Inv. 1006 Dec 10th - Dec 23rd, 2017	6506 · Contract Labor GM	5,500.00	13,277.04	
Check	12/18/2017	1414	Staples	Dec 2017 Statement State Controller's Report	6102 · Accounting	600.00	13,877.04	
Check	12/29/2017		Digital Deployment	Statement 12/15/17	6140 · Office Supplies & Postage	242.62	14,119.66	
Check				monthly ABCSD Streamline	6170 · Website	200.00	14,319.66	
Total General / Admin							14,319.66	14,319.66
Lights								
Check	12/01/2017		PG&E	Town Lights acct # 0690976984-3	6590 · Utilities	470.98	470.98	
Check	12/01/2017		PG&E	Colony Lights acct # 5992155362-0	6590 · Utilities	91.24	562.22	
Check	12/12/2017	1398	Thoma Electric, Inc.	Inv. 39103	8226 · L-2017/18 L-1 Street Lig...	157.50	719.72	
Check	12/22/2017		PG&E	Front St. Lights acct# 5796765606-7	6590 · Utilities	498.90	1,218.62	
Total Lights							1,218.62	1,218.62
Sanitary								
Check	12/07/2017	1390	South County Sanitary Service	2 Yd Dumpster	6590 · Utilities	117.84	117.84	
Check	12/07/2017	1392	Speed's, Inc.	Inv. 57915 Solid Waste Hauling 11/21/17	6580 · Solids Handling	1,302.50	1,420.34	
Check	12/07/2017	1393	All Tech Services, Inc.	Collection Line Repair Inv. 17-10785 11/21/17	8242 · WW-4 Collectn Ln Re	25,000.00	26,420.34	
Check	12/07/2017	1394	Abalone Coast Analytical, Inc.	Lab Testing Inv. 3906 12/4/17	6540 · Lab Tests	3,018.40	29,438.74	
Check	12/12/2017	1399	State Water Board	SS Collection System WD-0130609	6555 · Permits & Fees	2,088.00	31,526.74	
Check	12/12/2017	1400	Wallace Group	Inv. 45085 Dec 8th,2017	6525 · Fat Oil & Grease (FOG)	212.25	31,738.99	
Check	12/12/2017	1402	Fluid Resource Management	Nov Ops. Inv. 348F11001	6505 · Contract Labor O & M	5,522.04	37,261.03	
Check	12/12/2017	1402	Fluid Resource Management	Inv. #A16463 2 Chlorine Sensor Pumps	6510 · Critical Spare Parts	1,556.17	38,817.20	
Check	12/12/2017	1402	Fluid Resource Management	#W16050 Lift Station Power Failure	6505 · Contract Labor O & M	1,421.86	40,239.06	
Check	12/12/2017	1402	Fluid Resource Management	#W16336 LS Pump Diagnosis	6505 · Contract Labor O & M	863.70	41,102.76	
Check	12/12/2017	1402	Fluid Resource Management	#W16399 Power Outage	6505 · Contract Labor O & M	629.18	41,731.94	
Check	12/12/2017	1402	Fluid Resource Management	#W16496 Manhole Coating Inspection	8270c · W-4 Manhole Coating	309.30	42,041.24	
Check	12/12/2017	1401	State Water Board	WWTP Permit WD-0126958	6555 · Permits & Fees	2,791.00	44,832.24	
Check	12/17/2017		AT&T	acct # x 0885 internet	6585 · Telephone / Internet	80.81	44,913.05	
Check	12/18/2017	1403	Michael Nunley & Assoc.	Inv. 3947 Wet Well Coating	8243 · WW-4 Wet Well Coating	1,766.25	46,679.30	
Check	12/18/2017	1406	Brenntag Pacific, Inc.	BPI 2844212	6503 · Chemicals	988.47	47,667.77	
Check	12/18/2017	1406	Brenntag Pacific, Inc.	BPI 2853255	6503 · Chemicals	912.72	48,580.49	
Check	12/18/2017	1409	San Luis Powerhouse, Inc.	Generator Maintenance	6530 · Generator Maintenance	165.00	48,745.49	

**Avila Beach Community Services District
Checks by Fund w/Accounts**

December 2017

01/03/18

Type	Date	Num	Name	Memo	Account	Amount	Balance
Check	12/18/2017	1410	USA Bluebook	Gloves for WWTP	6550 · Operating Supplies	223.79	48,969.28
Check	12/18/2017	1413	Multi. W Systems	Inv. 31731500 Myers Impeller Pump	6524 · Equip. Rep. & Maint. Avila...	1,091.65	50,060.93
Check	12/22/2017		PG&E	Lift Station acct# 6338432238-2	6590 · Utilities	47.94	50,108.87
Check	12/22/2017		PG&E	Waste Water Plant acct # 6380034236-0 3rd & ...	6590 · Utilities	1,555.39	51,664.26
Check	12/28/2017		AT&T	acct # 805 595-7619 618 0	6585 · Telephone / Internet	89.22	51,753.48
Check	12/28/2017		AT&T	acct # 805 595-9416 904 5 Credit not given, \$ 87....	6585 · Telephone / Internet	181.00	51,934.48
Total Sanitary							
Water							
Check	12/12/2017	1397	Drain Doctors Plumbing	Meter Replacement 246 First Street	6524 · Equip. Rep. & Maint. Avila...	640.00	640.00
Check	12/12/2017	1402	Fluid Resource Management	Nov Ops. Inv. 348F11001	6505 · Contract Labor O & M	12,785.22	13,425.22
Check	12/12/2017	1402	Fluid Resource Management	Inv. #A16460 Chemicals	6503 · Chemicals	127.67	13,552.89
Check	12/12/2017	1402	Fluid Resource Management	#W16155 High Level Alarm Tank	6505 · Contract Labor O & M	426.18	13,979.07
Check	12/18/2017	1405	SLO Co Health	Cross Connection Inv. 114057	6555 · Permits & Fees	92.60	14,071.67
Check	12/18/2017	1380	Drain Doctors Plumbing	Inv. D16451 244 1st Street	6524 · Equip. Rep. & Maint. Avila...	340.00	14,411.67
Check	12/18/2017	1408	IFLOW Energy Solutions, Inc.	IFlow Meters 3/4 in Kamstrup Model 2100 Ultraso...	6510 · Critical Spare Parts	1,954.80	16,366.47
Check	12/18/2017	1411	Electricraft, Inc.	Inv. 11584 No Power to GJF Receptable at Water...	6520 · Equipment Repair & Maint.	173.92	16,540.39
Check	12/26/2017		PG&E	Water Tank acct # 4807713956-5	6590 · Utilities	139.65	16,680.04
Total Water							
TOTAL						84,152.80	84,152.80



FLUID RESOURCE MANAGEMENT

2385 Precision Drive
 Arroyo Grande, CA 93420
 www.frm-ops.com CA Lic #937346
 OPERATIONS . MAINTENANCE . MECHANICAL

Statement

Date
11/30/15

Phone # 805.597.7100 Fax # 805.597.7171

California Certified Small Business #1120142

To:
 Avila Beach Community Services District
 P.O. Box 309
 191 San Miguel Street
 Avila Beach, CA 93424

Amount Due	Amount Enc.
\$22,138.81	

Date	Transaction	Amount	Balance
11/05/15	348A11002 Additional Service- INV #A13647. Orig. Amount \$403.94.	403.94	403.94
11/11/15	INV #A13699. Orig. Amount \$743.51.	743.51	1,147.45
11/30/15	348F11001 Monthly OPS/Maint- INV #F13821. Orig. Amount \$16,250.00.	16,250.00	17,397.45
11/12/15	W13533 CL2 Mixing pump failure 9/5/15- INV #W13533. Orig. Amount \$894.66.	894.66	18,292.11
11/12/15	W13630 Effluent Line Potholing- INV #W13630. Orig. Amount \$3,846.70.	3,846.70	22,138.81
CURRENT			Amount Due
22,138.81	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE
0.00	0.00	0.00	0.00
			OVER 90 DAYS PAST DUE
			0.00
			\$22,138.81



FLUID RESOURCE MANAGEMENT

2385 Precision Drive
 Arroyo Grande, CA 93420
 www.frm-ops.com CA Lic #937346

Statement

Date
12/31/17

Phone # 805.597.7100 Fax # 805.597.7171

California Certified Small Business #1120142

To:
 Avila Beach Community Services District
 P.O. Box 309
 191 San Miguel Street
 Avila Beach, CA 93424

Amount Due	Amount Enc.
\$20,999.37	

Date	Transaction	Amount	Balance
12/30/17	348F11001 Monthly OPS/Maint- INV #F16598. Orig. Amount \$18,307.26.	18,307.26	18,307.26
12/07/17	348F11001 Monthly OPS/Maint:348FW11001 Water:348AW17001 Add Services water- INV #A16533. Orig. Amount \$424.21.	424.21	18,731.47
10/31/17	348F11001 Monthly OPS/Maint:348FWW11001 Wastewater:348AWW17002 Add Services Wastewater- INV #A16463. Orig. Amount \$2,219.00.	2,219.00	20,950.47
12/07/17	INV #A16545. Orig. Amount \$219.75.	219.75	21,170.22
12/20/17	W16163 Coli Sample San Rafael- INV #W16163. Orig. Amount \$1,385.32.	1,385.32	22,555.54


CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
20,336.54	0.00	662.83	0.00	0.00	\$20,999.37

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: January 9th, 2018

SUBJECT: General Manager/District Engineer Report

Zone 3 Technical Advisory Committee Meeting

The Zone 3 Technical Advisory Committee (TAC) met on Wednesday, December 13, 2017, at the Arroyo Grande City Hall. The Agenda for the TAC meeting is attached to this report. As of this writing Lopez Lake is at an elevation of 491 feet, 51% capacity and has approximately 25,417 acre feet of water in storage (about 400 acre feet less than a month ago).

On November 29, 2017, the State Department of Water Resources issued their initial State Water Delivery Allocation. The Initial Allocation of 15% of the "Table A" contract amount is based on rainfall and snowfall levels to date and will likely be revised if hydrologic and water supply conditions change in the next few months. As noted in the attached email from Wes Thomson at SLO County Public Works, even at 15% delivery, the County can meet its current delivery commitments solely with this year's Table A Water. In addition, the Board will recall that the CSD has purchased an additional 100 AF Drought Buffer that also provides further insurance that the CSD will have their full allotment of State Water (100 AF) available.

California Special District Association (CSDA)

The local CSDA Chapter has re-scheduled the Local Chapter Annual Meeting from January 26, to February 23. The meeting is still scheduled to be held at the Avila Beach Community Center. Staff is assisting with menu selections and lining up speakers. Please save the date if you plan on attending and we will circulate the meeting agenda once it is finalized.

Chevron Ground Water Pilot Plant Discharge to WWTP

Staff has continued to work with Chevron and their consultants on the possibilities of Chevron discharging treated ground water from their remediation project to the District's wastewater treatment plant. Chevron is currently trucking the water off-site for disposal. However, after conducting additional sampling and analysis we have determined that with a minor pH adjustment the water may be acceptable for discharge to the WWTP (either to the "front end" of the plant or directly to the outfall discharge box). Chevron installed a pilot treatment system at their location and provided the District with 1000 gallons to feed in to the WWTP as a one-time pilot discharge. Staff will monitor the treatment processes and effluent data to determine if there are any apparent negative impacts to the plant treatment processes. Staff's preferred method for accepting and discharging this type of brine waste is to discharge the material to the "back-end" of the treatment plant.

The District's recently revised discharge permit became effective December 1, 2017. In accordance with staff's request, the revised permit includes a provision that the District may discharge brine waste directly to the outfall discharge box after conducting a Brine Study and obtaining approval from the Regional Water Quality Control Board. In late December, staff reached out to Water Board staff to initiate the Brine Study. As of this writing we have not received a response but, we will follow-up shortly and keep the Board apprised of our progress on accepting brine waste.

Recycled Water Facilities Planning Study

The Facilities Planning Study was submitted to the State Water Resources Control Board for their review/approval on December 26, 2017. Upon approval of the Draft Report, the State Board will provide reimbursement for 50% of project costs up to \$75,000. Also, in accordance with our agreement, staff is happy to report that on December 21, 2017, the San Miguelito Mutual Water Company submitted a check in the amount of \$33,428 for reimbursement of their share of the study costs.

Special District Risk Management Authority (SDRMA) Annual Report

SDRMA provided the District a copy of their FY 2016-17 Annual Report. The 23 page Annual Report provides an overview of SDRMA's organization and programs, as well as, financial information, claims management trends and workman's compensation program trend analysis. A copy of the Annual Report is available at the District office. Please let Kristi or me know if you would like to review the report or would like to have a copy.

Status Report Regarding Installation of First Street Back-up Generator

Several months ago the Board approved the purchase of a back-up generator and associated switchgear for the First Street sewage pump station. In December, the vendor notified staff that the generator had been delivered to their warehouse in Paso Robles. In anticipation of the generator arriving, staff coordinated the proposed location and orientation (in relationship to the existing Pump House) with the San Luis Harbor District Facilities Manager (Mr. Loch Dreizler). Staff met with Mr. Dreizler and Fluid Resources Management Operations and Maintenance staff to work out a preferred location and orientation. Mr. Dreizler requested that staff prepare a letter that he could present to the Harbor District Property Committee that describes the preferred location and rationale. The Harbor District Staff Report packet is provided as an attachment to this report.

The Property Committee met on December 7, to consider the District's proposed location and to provide any concerns or considerations. Staff attended the Property Committee meeting and provided a brief presentation to the Committee. After some discussion, the Property Committee chair advised that the Committee intended to recommend approval to the full San Luis Port Commission at their December 19, 2017, Board meeting. Staff attended the December 19, Commission meeting. After some discussion the Commission approved Staff's recommendation that the District complete an Encroachment Permit Application that would allow installation of the generator. District staff submitted the Application in late December and will work with Port staff to complete the process. The Commissioners requested that the District consider providing some decorative artwork to the pump house and the generator to make the installation look less "industrial". District staff agreed to look in to options, including talking with the artist that recently completed the life guard tower murals.



**ZONE 3
TECHNICAL ADVISORY COMMITTEE**

Wednesday December 13, 2017

9:30-11:30 AM

**ARROYO GRANDE CITY HALL
300 BRANCH STREET
2nd FLOOR CONFERENCE ROOM**

Agenda

1. Announcements	All
2. General Operations and Water Report <ul style="list-style-type: none">• Monthly Operations Report• Lopez Dam Storage Projections• Summary Notes/Action Items - November	David
3. Capital Improvement Projects – <ul style="list-style-type: none">• Current Projects Update• Spillway Assessment Update	David
4. State Water <ul style="list-style-type: none">• Policy on quantity limits in Lopez?• Re-visit exchanges?• What is needed for sale to non SWP contractors etc.	Paavo/Mark
5. FY 18-19 Capital Improvement Project Budget <ul style="list-style-type: none">• Endorsement by TAC	David/Kristi
6. ECORPS Contract Change Modeling – <ul style="list-style-type: none">• Meeting scheduled for Dec. 19th, 9:30 am	
7. Agenda items next month?	All

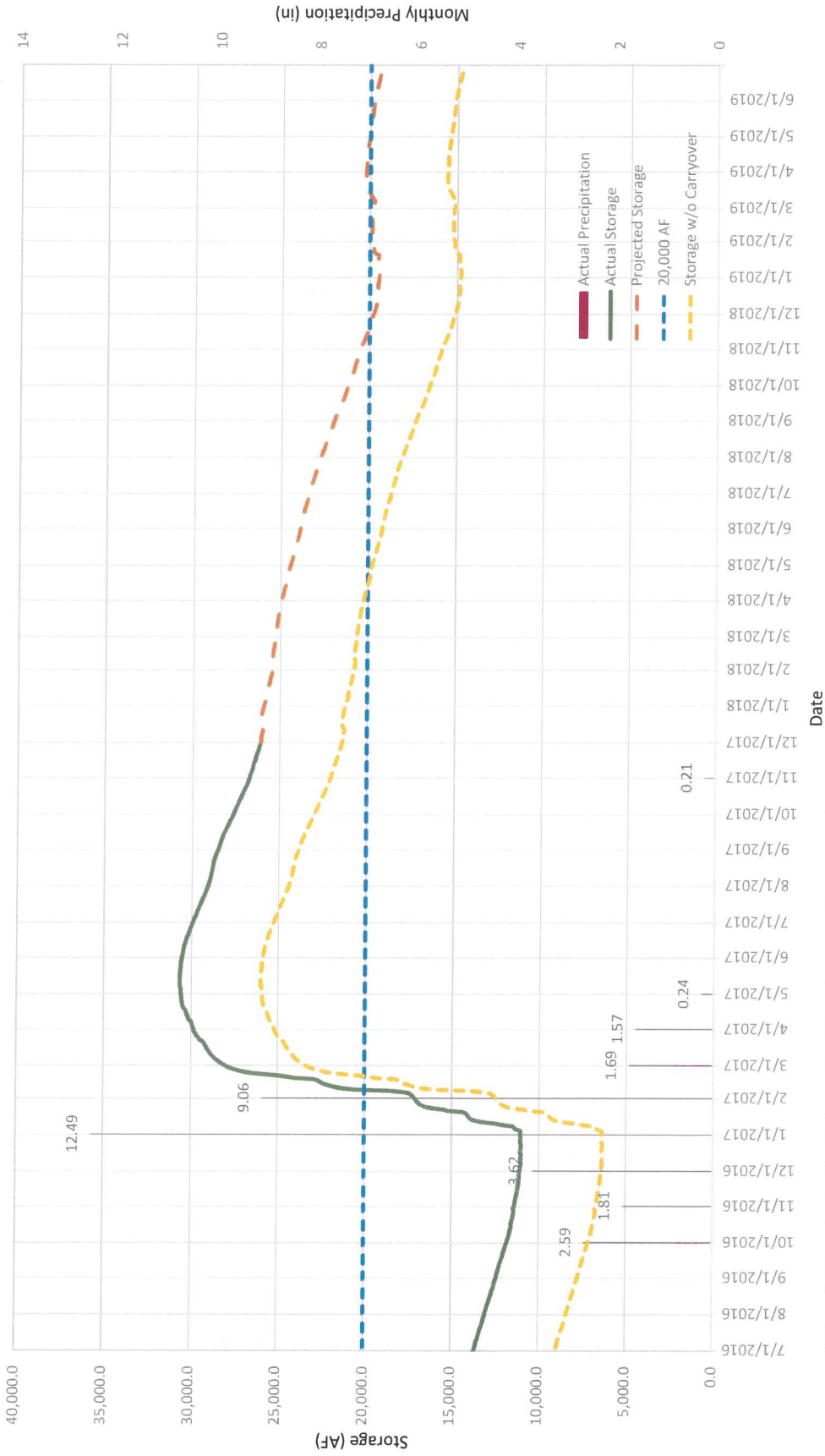
Attachments:

- A. November summary Notes
- B. Lopez Monthly Operations Report
- C. Lopez Reservoir Storage Projections
- D. Capital Improvement Project Update

E.

Next Meeting January 10, 2018

LOPEZ RESERVOIR STORAGE PROJECTION



Note: Storage Projection is based on Water Years 14/15 and 15/16 municipal and downstream releases, rainfall, and evaporation.



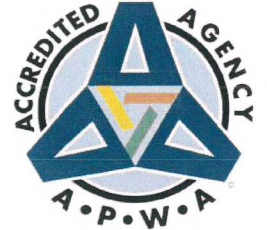
SAN LUIS OBISPO COUNTY
DEPARTMENT OF PUBLIC WORKS

Wade Horton, Director

County Government Center, Room 206 • San Luis Obispo CA 93408 • (805) 781-5252

Fax (805) 781-1229

email address: pwd@co.slo.ca.us



TO: Zone 3 Technical Advisory Committee

FROM: David Spiegel, PE

DATE: December 13, 2017

SUBJECT: Zone 3 Projects Update

Project Updates:

- HCL Tank for pH Suppression – Completed
 - Rent HCL tank for pH suppression
- Equipment Audit & Replacement - Ongoing
 - Work proposed to continue in 2017/18
- Spillway Assessment – Due to be completed 17/18
 - Work Plan Approved by DSOD
 - Preparing RFP for approved work plan tasks
- Lopez Dam and Terminal Dam Hazard Classification – Due to be completed 17/18
 - Inundation Map RFQ's are being prepared
 - Emergency Action Plan is in preparation
- Structural Assessment of Terminal Reservoir
 - Contract review
- Fault Zone Assessment – Dam Left Abutment
 - Contract review
- Equipment Storage
 - Requesting Quotes
- Lopez WTP Safety Upgrades
 - Reviewing safety study and working on implementing changes
- Domestic and Fire Tank
 - Reviewing condition assessments



Bradley Hagemann <hagemann.associates@gmail.com>

Winter 2018 – State Water Subcontractors Advisory Committee Meeting

1 message

Wes Thomson <WThomson@co.slo.ca.us>

Thu, Dec 28, 2017 at 4:39 PM

To: PW_State Water <pw_state_water@co.slo.ca.us>

Cc: Wes Thomson <WThomson@co.slo.ca.us>, Jill Ogren <jogren@co.slo.ca.us>

All –

Two important items:

1. The next quarterly State Water Subcontractors Advisory Committee meeting will be held as planned on Wednesday, January 10th, 1:30-3:00 p.m. – same location as the last meeting in September.

Library Conference Room

995 Palm St.

San Luis Obispo, CA 93401

A draft agenda will be sent out via email by the end of next week.

2. Subcontractors have the opportunity to submit updated delivery request schedules. Please contact us with any questions, or we can discuss at the January meeting.

Currently, the initial allocation by DWR for 2018 is 15% (see attached PDF), which amounts to 3,750 AF of Table A water for the District (15% of our 25,000 AF max annual allocation). The good news is that the District can fully meet its current delivery commitments solely with this year's Table A water (i.e., without utilizing 2017 Carryover water stored at San Luis Reservoir). However, the not-so-great reality is that it's been a fairly dry year, both locally and for the State as a whole. Furthermore, DWR reported last week that weather & climate models are suggesting there may be an opportunity for storm systems to develop around mid-February and into March if La Nina conditions fade as anticipated, but otherwise we are likely to see mostly sunny days ahead with few storms.

If you have any questions before the next meeting, please contact me by email (wthomson@co.slo.ca.us) or phone, (805) 788-2101.

Regards,

Wes

Wes Thomson

NOTICE TO STATE WATER PROJECT CONTRACTORS**Date:** NOV 29 2017**Number:** 17-10**Subject:** 2018 State Water Project Initial Allocation – 15 Percent**From:**

A handwritten signature in blue ink that reads "Joel Ledesma".

Joel Ledesma
Deputy Director, State Water Project
Department of Water Resources

The Department of Water Resources (DWR) is initially approving 631,115 acre-feet (AF) of Table A water for the long-term State Water Project (SWP) contractors in 2018. SWP supplies are projected to meet 15 percent of most SWP contractors' requests for Table A water, which totals 4,172,786 AF. Attached is the initial 2018 SWP allocation table.

This initial allocation is made consistent with the long-term water supply contracts and public policy. DWR's approval considered several factors including existing storage in SWP conservation reservoirs, SWP operational regulatory constraints, and the 2018 contractor demands. DWR may revise the initial and subsequent allocations if warranted by the year's developing hydrologic and water supply conditions.

DWR will use the current long-term SWP contractors' 15 percent schedules that they submitted in October 2017 as part of their initial request, unless contractors submit updated schedules. DWR will send the approved monthly water delivery schedules to the long-term SWP contractors.

If you have any questions or need additional information, please contact Pedro Villalobos, Chief, State Water Project Analysis Office, at (916) 653-4313.

Attachment

**2018 STATE WATER PROJECT ALLOCATION
(ACRE-FEET)**

SWP CONTRACTORS	TABLE A (1)	INITIAL REQUEST (2)	APPROVED ALLOCATION (3)	PERCENT INITIAL REQUEST APPROVED (3)/(2) (4)
<u>FEATHER RIVER</u>				
County of Butte	27,500	27,500	5,000	18%
Plumas County FC&WCD	2,700	2,700	405	15%
City of Yuba City	9,600	9,600	1,920	20%
Subtotal	39,800	39,800	7,325	
<u>NORTH BAY</u>				
Napa County FC&WCD	29,025	29,025	5,805	20%
Solano County WA	47,756	47,756	9,551	20%
Subtotal	76,781	76,781	15,356	
<u>SOUTH BAY</u>				
Alameda County FC&WCD, Zone 7	80,619	80,619	12,093	15%
Alameda County WD	42,000	42,000	6,300	15%
Santa Clara Valley WD	100,000	100,000	15,000	15%
Subtotal	222,619	222,619	33,393	
<u>SAN JOAQUIN VALLEY</u>				
Oak Flat WD	5,700	5,700	855	15%
County of Kings	9,305	9,305	1,396	15%
Dudley Ridge WD	45,350	45,350	6,803	15%
Empire West Side ID	3,000	3,000	450	15%
Kern County WA	982,730	982,730	147,410	15%
Tulare Lake Basin WSD	87,471	87,471	13,121	15%
Subtotal	1,133,556	1,133,556	170,035	
<u>CENTRAL COASTAL</u>				
San Luis Obispo County FC&WCD	25,000	25,000	3,750	15% *
Santa Barbara County FC&WCD	45,486	45,486	6,823	15%
Subtotal	70,486	70,486	10,573	
<u>SOUTHERN CALIFORNIA</u>				
Antelope Valley-East Kern WA	144,844	144,844	21,727	15%
Castaic Lake WA	95,200	95,200	14,280	15%
Coachella Valley WD	138,350	138,350	20,753	15%
Crestline-Lake Arrowhead WA	5,800	5,800	870	15%
Desert WA	55,750	55,750	8,363	15%
Little Rock Creek ID	2,300	2,300	345	15%
Metropolitan WDSC	1,911,500	1,911,500	286,725	15%
Mojave WA	85,800	85,800	12,870	15%
Palmdale WD	21,300	21,300	3,195	15%
San Bernardino Valley MWD	102,600	102,600	15,390	15%
San Gabriel Valley MWD	28,800	28,800	4,320	15%
San Geronio Pass WA	17,300	17,300	2,595	15%
Ventura County WPD	20,000	20,000	3,000	15%
Subtotal	2,629,544	2,629,544	394,433	
TOTAL	4,172,786	4,172,786	631,115	

December 14, 2017

Mr. Brad Hagemann
General Manager/District Engineer
Avila Beach Community Services District
Post Office Box 309
Avila Beach, California 93424-0309

Dear Mr. Hagemann,

SDRMA is pleased to provide a copy of the newly released 2016-17 Annual Report. The report highlights the strength of our programs, the diversity of our membership and the financial security of our pool as well as other important information including specific program highlights noted in the Board President's Message on page 2.

Our strategic partnerships with California Special Districts Association (CSDA), the CSDA Finance Corporation and the Special District Leadership Foundation (SDLF) along with TargetSolutions and Company Nurse (Workers' Compensation Program) provide our members with access to valuable services, resources and educational training opportunities.

In addition, SDRMA utilizes various funding mechanisms through our partnership with CSDA to provide our members with access to free or reduced pricing for webinars, training seminars and workshops. Our goal is to provide members the best value through proactive loss prevention, effective claims cost containment and enhanced member services. SDRMA is also a proud sponsor of the following:

- CSDA Annual Conference
- CSDA Board Secretary/Clerk Conference
- CSDA General Manager Leadership Summit
- Special District Legislative Days
- Special District Leadership Academy Conference
- Special District Leadership Foundation

Important Reminder: Members can submit a request for reimbursement to SDRMA for amounts spent on loss prevention efforts during the program year up to a maximum of \$1,000 per program per year. All requests must be accompanied by a copy of an invoice and proof of payment. Requests are processed on a first-come, first-serve basis until the Loss Prevention Allowance budget funds are depleted.

SAVE THE DATE – We hope to see you at our Annual Membership Meeting / Spring Education Day on Tuesday, March 20, 2018 at the Hilton Sacramento Arden West Hotel. More information is coming soon.

Thank you for your participation and helping make SDRMA the premier risk management provider!

Sincerely,
Special District Risk Management Authority



Jean Bracy, SDA
President, Board of Directors



MEMORANDUM

TO: Property Committee
FROM: Loch A Dreizler, Facilities Manager
DATE: December 7, 2017
SUBJECT: Avila Beach CSD Encroachment Permit for Emergency Generator

Recommendation / Proposed Motion

Recommendation: Avila Beach CSD complete an Encroachment Permit Application that would allow the installation of an Emergency Generator near their existing First Street sewage lift station.

Motion: Direct and approve the Harbor Manager or her designee to guide Avila Beach CSD through the Harbor District's Encroachment Permit application process as outlined in Policy 3070 for the installation of a permanent emergency generator in the Avila Beach Parking Lot as indicated in attached construction documents and per Conditions for Approval listed below.

Policy Implication

Encroachment Permits Policy 3070

Whenever a permittee desires to install or construct physical improvements on the surface of any portion owned, controlled or administered by Harbor District they shall, prior to the installation or construction, apply for and receive an Encroachment Permit from the Harbor Manager, or designated representative.

Plans for permanent generator shall be required by the Harbor Manager to ensure that the resulting installation adequately accommodates existing District facilities.

Fiscal Implications / Budget Status

It is difficult to assess how many motorcycles have used this space to park, or what revenue may or may not have been generated. It is likely that most motorcycles find success with street parking before paying to park.

Alternatives Considered

No alternatives are being considered

Background

On November 17, 2017, Brad Hagemann, General Manager for the Avila Beach CSD approached the Harbor District about using underutilized motorcycle parking spaces in the Avila Beach Parking Lot for an emergency generator. This generator will reduce the possibility of sewage spills. Staff met with Mr. Hagemann in the parking lot to assess the proposal and on November 29, 2017 Mr. Hagemann sent a formal request (see attached).

Discussion

ABCSD proposes to install an emergency generator adjacent to their existing sewer lift station in the Harbor District's Avila Beach Parking, near their existing *First Street* sewage lift station. The footprint of the generator is about 3' x 8'.

Historically and according to Harbor District documents the proposed location is designated as Motorcycle Parking (see attached). Proposed space currently has signage that indicates "Authorized Parking Only" however no formal agreement exists between the Harbor District and the Avila Beach CSD approving the installation of this sign or use. The sign may have been approved informally and does provide Fluid Resource Management (FRM) easier access to the lift station to make repairs or to perform regular maintenance. Because this sign has been installed for an undetermined time, it is difficult to assess how many motorcycles have used this space to park, or what revenue may or may not have been generated. Also, according to one motorcycle enthusiast it is not the safest spot for motorcycles to park because that area is narrow and vehicle backing out of adjacent spaces may not see a motorcycle parked there. It is likely that most motorcycles find success with street parking before paying to park.

Staff Recommendation:

- Approve Avila Beach CSD Encroachment Permit request for an Emergency Generator located as indicated in the Avila Beach Parking Lot
- Staff recommends a one-time fee to compensate for staff/administrative time to process the Encroachment Permit application.

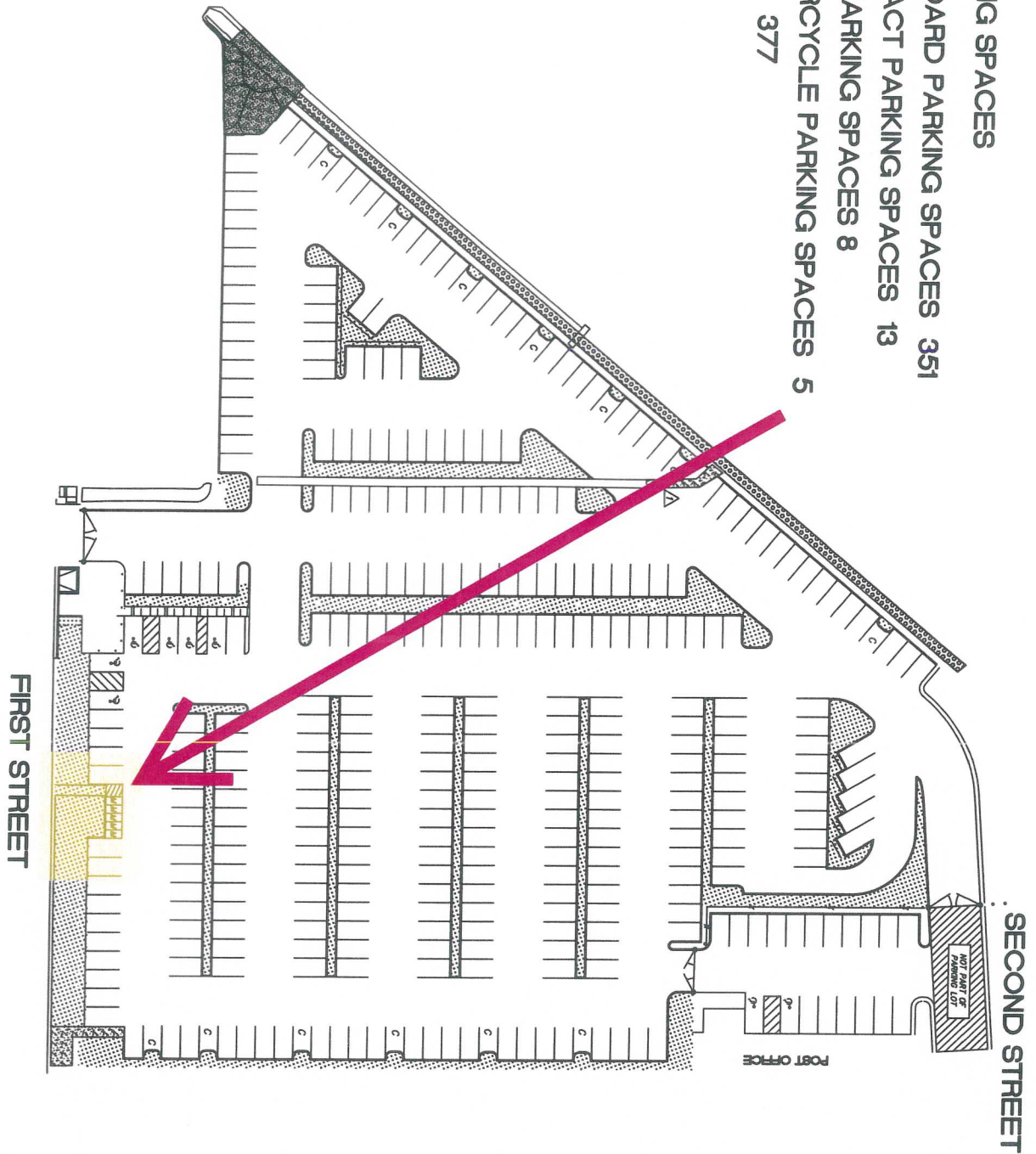
Conditions for Approval:

1. Complete Encroachment Permit Application from the Harbor District
2. Confirm with San Luis Obispo County Building any additional permit requirements
3. Chalk or outline area of generator prior to starting construction, including bollard location, to ensure there is no interference with existing parking spaces or access ways
4. Submit any revised plans to Harbor District for final review and approval
5. Call 811 before starting construction to locate utilities
6. Confirm the thickness of the existing concrete slab, demolish existing slab and pour new 4' x 8' x 6" thick slab if necessary, according to construction documents.
7. Install generator in a sound attenuation box, may need to comply with SLO County
8. Install bollards with reflective paint/tape
9. Maintain exterior appearance of generator housing in "like new" condition
10. Pursue Avila Beach/Ocean themed public art on the installed generator

Attachments:

1. Avila Beach Parking Lot Graphic
2. Letter from Avila Beach CSD
3. Construction Documents
4. Photograph

PARKING SPACES
STANDARD PARKING SPACES 351
COMPACT PARKING SPACES 13
ADA PARKING SPACES 8
MOTORCYCLE PARKING SPACES 5
TOTAL 377



FIRST STREET

SECOND STREET

POST OFFICE

ADA PARKING LOT

Exhibit A:
Avila Parking Lot

Port San Luis Harbor District
 3950 Avila Beach Drive
 Mailing Address:
 P.O. Box 249 Avila Beach, CA 93424
 PH: 805.595.5400 FAX: 805.595.5404

Approved: _____ Date _____
 Loch Dreizler
 Facilities Manager
 Harbor Manager: Steve McGrath



Scale: NTS
 Oct. 1, 2014



AVILA BEACH COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA 93424
Office and Meeting Room - 191 San Miguel Street, Avila Beach
Telephone (805) 595-2664 FAX (805) 595-7623
E-Mail Avilacsd@gmail.com

November 29, 2017

Mr. Loch Dreizler
Facilities Manager
Port San Luis Harbor District
P.O. Box 249
Avila Beach, CA 93424

Subject: Installation of Back-Up Generator at First Street Sewage Pump Station

Hello Loch,

As a follow-up to our recent meeting and emails, the purpose of this letter is to request the Harbor District's approval for the Avila Beach Community Services District (CSD) to install a back-up generator adjacent to the existing First Street Sewage Lift Station Pump House. The Regional Water Quality Control Board encouraged the CSD to install a back-up generator at this location in order to minimize chances of having a sewer spill/overflow. As you know, we have frequent power outages in Avila during stormy weather and the back-up generator will turn on automatically when the power goes out.

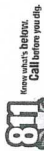
Community Services District engineering, operations and maintenance staff and consultants reviewed the available options for installing the generator and determined that the preferred location is on the north side of the pump house (side facing the parking lot) as shown on the attached drawing. The preferred location was chosen based on the following factors: Installation is straight forward, aesthetically it blends in with the existing pump house and most importantly this location does not block maintenance personnel ready access to the wet well and valve pit. Although the generator will only be run during power outages, (and for short times during scheduled maintenance) the CSD chose to purchase and install the generator in a Level 2 Acoustic Enclosure. The sound level at 7 meters away from the unit will be approximately 67 – 70 dB(a). The footprint for the generator is approximately 8 feet long and 3 feet wide.

CSD staff understands that the preferred location is currently marked for motorcycle parking. It is our observation that this area is rarely used for motorcycle parking during the busy summer season. During the winter season part of the area is used for storing sandbags. However, if the Harbor District believes that use of this space will impact parking revenue, the CSD will Board consider replacing any lost revenue.

The CSD appreciates the Harbor District's consideration of our request and looks forward to working with you and your staff on this important environmental protection project.

Best regards,

Brad Hagemann
General Manager



DIG ALERT NOTES

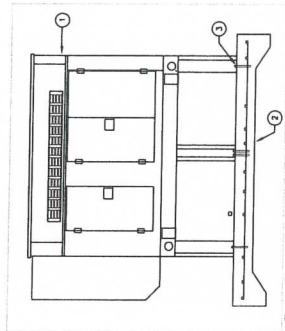
IF THERE ARE BURIED ELECTRICAL AND TELEPHONE UTILITY LINES IN, AROUND AND UNDER THE PROPOSED CONSTRUCTION AREA, THE CONTRACTOR SHALL OBTAIN A GROUND SERVICE ALERT (GSA) BE CONTACTED AT 811 OR (800) 327-2600 PRIOR TO ANY EXCAVATION WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES PRESENT AT THE SITE TO LOCATE AND MARK THEM PRIOR TO ANY EXCAVATION WORK. THE CONTRACTOR'S RESPONSIBILITY TO AVOID CONTACTING OR DISTURBING THESE UTILITIES SHALL BE MAINTAINED THROUGHOUT THE PROJECT. THE CONTRACTOR SHALL OBTAIN AND/OR SURFACE MARKINGS MAY NOT PRECISELY LOCATE THESE UTILITIES. HAND TO POSITIVELY LOCATE UTILITIES.

1st STREET

AREA OF DETAIL

(E) PUMP CONTROL BUILDING

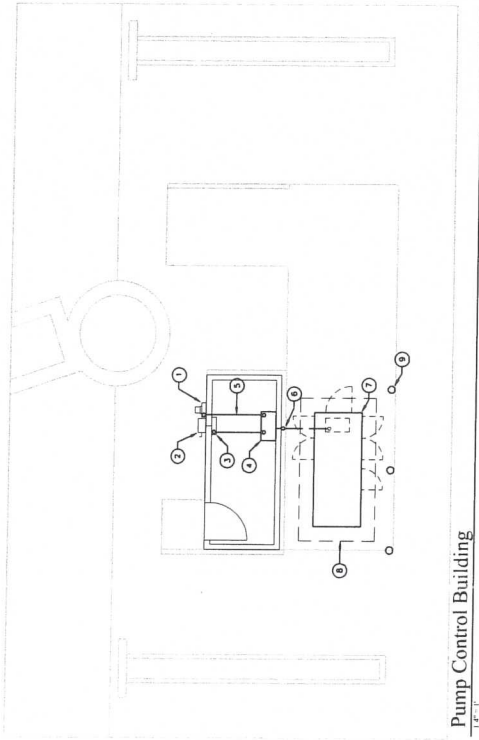
1st Street Parking Lot



Standby Generator Detail

GENERATOR DETAIL REFERENCE NOTES

1. NEW GENERATOR IN BUILT TIGHT ENCLOSURE WITH INTEGRATED BASE DIESEL FUEL SYSTEM SHALL BE COORDINATED WITH GENERATOR SUPPLY VENDOR FOR FULL INSTALLATION REQUIREMENTS.
2. ALL CONCRETE SHALL BE 4000 PSI STRENGTH. REMOVE ALL ORGANIC MATERIAL FROM FORMS. PERFORM FORMWORK AND CONCRETE WORK WITH PROPER FORMWORK PERFORMER FOOTING, 8" SUB, #4 REBAR 18" O.C. BOTH WAYS. COORDINATE WITH ARCHITECT FOR ANY SPECIAL REQUIREMENTS REQUIRED TO ACCOMMODATE THE UNIT AND REQUIRED ACCESS/WORK AREAS.
3. PROVIDE HLT 18-12 5/8"x4" EMBEDMENT LOCATION AND QUANTITY PER MANUFACTURER'S REQUIREMENTS (ISSUE 4 PER SIDE UNIT, VERIFIED).



Pump Control Building

REFERENCE NOTES

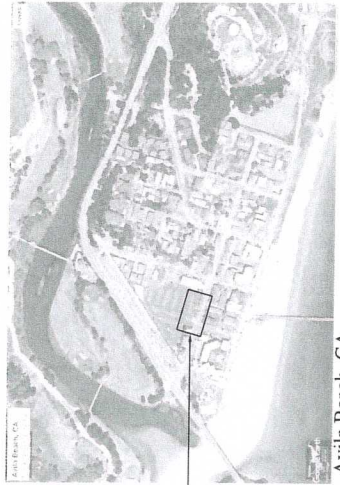
1. EXISTING METERED SERVICE PANEL TO REMAIN, RECEPTACLE TO BE REMOVED.
2. EXISTING MANUAL SELECTOR SWITCH AND RECEPTACLE TO BE REMOVED.
3. EXISTING BRANCH CIRCUIT PANEL TO REMAIN, MANUAL SELECTOR SWITCH (OWNER SUPPLIED) ON INTERIOR WALL.
4. ROUTE THE OUTPUT OF THE METERED SERVICE PANEL TO THE METERED SERVICE PANEL AND ROUTE THE LOAD OUTPUT TO THE METERED SERVICE PANEL AS HIGH VOLTAGE LOADS.
5. ROUTE GENERATOR OUTPUT CONDUCTORS BELOW GRADE TO EDGE OF BUILDING, TERMINATION TO TRANSFER SWITCH.
6. INSTALL NEW GENERATOR (OWNER SUPPLIED) CONDUIT TO BE 1/2" AS PRACTICAL WITH THE BUILDING.
7. INSTALL NEW GENERATOR (OWNER SUPPLIED) CONDUIT TO BE 1/2" AS PRACTICAL WITH THE BUILDING.
8. SAW-CUT AND REMOVE EXISTING CONCRETE AS SHOWN TO PROVIDE CLEARANCE FOR GENERATOR. REFER TO DETAILS.
9. INSTALL 4" GRS GUARD RAILINGS PER POLE STANDARD, YELLOW PAINT FINISH.

GENERAL NOTES

1. All work shall be performed by, or under the direct supervision of, a licensed electrician and shall comply with the 2018 California Electrical Code (CEC) and the 2018 California Building Code (CBC) as amended. All work shall be in accordance with the design documents and shall be supported by the appropriate engineering documents. CEC and CBC shall be used for all applicable requirements.
2. Equipment mounting and wiring: All equipment shall be mounted on a concrete pad. All equipment shall be supported by a concrete pad. All equipment shall be supported by a concrete pad. All equipment shall be supported by a concrete pad.

PROJECT DESCRIPTION

THIS PROJECT INSTALLS A STANDBY DIESEL GENERATOR AND TRANSFER SWITCH. THE GENERATOR AND TRANSFER SWITCH WILL BE CONNECTED INTO AN EXISTING METERED SERVICE PANEL. THE BRANCH CIRCUITS ON THIS PANEL WILL BE SUPPORTED BY THE EXISTING METERED SERVICE PANEL. THE EXISTING METERED SERVICE PANEL OR BUILDING INTERIOR WIRING IS NOT ADOPTED.



AREA OF DETAIL MAP
1st STREET PUBLIC
PARKING LOT

Avila Beach, CA

VENUE MAP - 2018 SCALE

E-1.0

ELECTRICAL AND
INSTALLATION PLAN

Avila Beach CSD Pump Station
Generator Installation

1st St at San Francisco St, Avila Beach, CA

POWER AND COMMUNICATIONS
ENGINEERING
PCE



EXIT

GENERAC
INDUSTRIAL
POWER

GENERAC
INDUSTRIAL
POWER

WISPERWAY

UNI POWER

137P

33

Land Use / Encroachment Permit General Provisions

1. **Authority:** Each Land Use / Encroachment Permit is issued in accordance with the *Port San Luis Harbor District Code of Ordinances, Chapter 4 (Fees, Tariffs and Other Charges), Chapter 8 (Land Use and Development Regulations), and Chapter 12 (Construction Codes)*.
2. **Revocation:** These General Provisions, and any Land Use / Encroachment Permit issued hereunder, are revocable or subject to modification or abrogation at any time.
3. **Responsible Party:** No party other than the named permittee or their agent is authorized to work under any permit.
4. **Acceptance of Provisions:** It is understood and agreed by the permittee that the doing of any work under this permit shall constitute an acceptance of the provisions of this permit and all attachments.
5. **Notice Prior to Starting Work:** Before starting any work under the Land Use / Encroachment Permit, the permittee shall notify the District two (2) working days prior to initial start of work. When work has been interrupted for more than five (5) working days, an additional 24-hour notification is required before restarting work unless a pre-arranged agreement has been made with the District's representative. Unless otherwise specified, all work shall be performed on weekdays and during normal working hours (7AM - 4PM).
6. **Standards of Construction:** All work performed within the public right-of-way shall conform to recognized standards of construction and as approved by the District Building Official or his/her designee and all State, Federal and County laws, rules, regulations and ordinances regarding the construction of works of improvement, including but not limited to, the California Building Code, the Uniform Building Code, National Electric Code, Uniform Mechanical Code, Uniform Plumbing Code, Uniform Fire Code and Americans with Disabilities Act.
7. **Inspection and Approval by the District:** All work shall be subject to monitoring, inspection, and approval by the District. All inspection requests must be received by the District at least 24 hours prior to inspection. The permittee shall request a final inspection and acceptance of the work.
8. **Keep Permit on the Work Site:** The Land Use / Encroachment Permit or a copy thereof shall be kept at the site of the work and must be shown to any representative of the District or any law enforcement officer on demand. *Work shall be suspended if permit is not at job site as provided.*
9. **Conflicting Permits:** If a prior permit conflicts with the proposed work, the new permittee must arrange for any necessary removal or relocation with the prior permittee. Any such removal or relocation will be at no expense to the District.
10. **Permits From Other Agencies:** The party or parties to whom a permit is issued shall, whenever required by law, secure the written authorization for any work that must be approved by the California Coastal Commission or any other public agency having jurisdiction. Failure to comply with the law, as noted above, will invalidate the District's permit.
11. **Provisions for Pedestrians:** Where facilities exist, a minimum sidewalk and bike path width of four feet (4') shall be maintained at all times for safe passage through the work area. At locations where adjacent alternate walkways cannot be provided, appropriate signs and barricades shall be installed at the limits of construction and alternative passage for pedestrians shall be provided. The District may require any additional measure necessary, in the District's sole

discretion, to ensure public safety. Any additional safety measures shall be at the permittee's sole expense.

12. **Storage of Equipment and Materials:** The permittee shall delineate/cone off any obstacle, material stored, or equipment parked adjacent to the lane, to the satisfaction of the District Building Official. The District may require, in its sole discretion, that equipment and materials be stored in a container or in a leased or licensed premises, as applicable.
13. **Care of Drainage:** If the work contemplated in any Land Use / Encroachment Permit shall interfere with the established drainage, ample provisions shall be made by the permittee to provide for it as may be directed by the District Building Official.
14. **Making Repairs:** In every case, the permittee shall be responsible for restoring to its former condition any portion of the public right-of-way facilities which has been excavated or otherwise disturbed by permittee prior to expiration or upon revocation of permit. If the right-of-way is not restored as herein provided for, or if the District elects to make repairs, permittee agrees to bear the cost thereof.
15. **Clean Up Right-of-Way:** Upon completion of the work, all materials and debris shall be entirely removed and the right-of-way shall be left in as presentable a condition as existed before work started.
16. **Cost of Work:** All costs incurred for work within the public right-of-way pursuant to this Land Use / Encroachment Permit shall be borne by the permittee.
17. **Submit Plan:** For installation of all underground facilities, and all surface work or other activity of consequence, the permittee shall furnish three (3) sets of plans, which have been approved by the District and any other relevant or required agency or governmental body, showing location and construction or other activity.
18. **Bonding:** This permit shall not be effective for any purpose unless, and until the permittee files with the District a surety bond, as required by the District Building Official. A bond will be required of any permittee that fails to meet any obligation arising out of the work permitted or done under an Land Use / Encroachment Permit or fails to maintain its work or facilities. The said bond shall remain in force for a period of one (1) year after acceptance of the work by the District.
19. **Maintenance of the Public Right-of-Way:** The permittee agrees, by acceptance of a permit, to properly maintain any encroachment. This will require inspection and repair of any damage to District facilities resulting from the encroachment.
20. **Responsibility for Damage:** The Port San Luis Harbor District and all officers and employees thereof, shall not be answerable or accountable in any manner, for injury to or death of any person, including but not limited to the permittee, persons employed by the permittee, persons acting in behalf of the permittee, or for damage to property from any cause. The permittee shall be responsible for any liability imposed by law and for injuries to or death of any person, including but not limited to the permittee, persons employed by the permittee, persons acting in behalf of the permittee, or damage to property arising out of work or other activity permitted and done by the permittee under a permit, or arising out of the failure on the permittee's part to perform his obligations under any permit in respect to maintenance or any other obligations, or resulting from defects or obstructions, or from any cause whatsoever during the progress of the work, or other activity, or at any subsequent time work or other activity is being performed under the obligations provided by and contemplated by the permit.
21. **Indemnification:** The permittee shall defend, indemnify and save harmless the Port San Luis Harbor District and all officers and employees thereof from all

claims, causes of action, disputes or controversies of every name, kind and description brought for or on account of injuries to or death of any person, including but not limited to the permittee, persons employed by the permittee, persons acting in behalf of the permittee and the public, or damage to property resulting from any work authorized under this permits, the performance of work or other activity under the permit, any work performed in conjunction with this permit whether specifically described in the permit plans or approvals, or arising out of the failure on the permittee's part to perform his obligations under any permit in respect to maintenance or any other obligations, or resulting from defects or obstructions, or from any cause whatsoever during the progress of the work, or other activity or at any subsequent time work or other activity is being performed under the obligations provided by and contemplated by the permit, except as otherwise provided by statute. The duty of the permittee to indemnify and save harmless includes the duties to defend as set forth in Section 2778 of the *California Civil Code*. The permittee waives any and all rights to any type of expressed or implied indemnity against the District, its officers or employees. It is the intent of the parties that the permittee will defend, indemnify and hold harmless the District, its officers and employees from any and all claims, causes of action, disputes or controversies as set forth above regardless of the existence or degree of fault or negligence, whether active or passive, primary or secondary, on the part of the District, the permittee, persons employed by the permittee, or persons acting in behalf of the permittee. The only exception to the permittee's obligation to defend, indemnify and hold the District harmless is in the event that the District is solely responsible for the action, claim or dispute and the District acted in a grossly negligent manner or the damage was the result of the District's willful misconduct.

22. **No Precedent Established:** This permit is issued with the understanding that any particular action is not to be considered as establishing any precedent: (1) on the question of the expediency of permitting any certain kind of land use or encroachment to be erected within the public right-of-way; or (2) as to any utility of the acceptability of any such permits as to any other or future situation.
23. **Future Moving of Installations:** It is understood that whenever District construction, reconstruction or maintenance work in the public right-of-way requires the installation to be moved, adjusted or relocated, the permittee, at his sole expense, upon request of the District, shall comply with said request.
24. **Term of Permit:** The term of the permit shall be as determined by the District Building Official, but shall under no circumstances extend beyond the expiration of any lease or license held by the permittee, for the operation or management of which the permit was issued. Upon expiration of any such lease and upon request of the District, the permittee, at his sole expense, shall relocate or remove the work and shall return the public right of way to its condition at the time of issuance of the permit.
25. **Public Trust.** Permittee acknowledges that the District holds all portions of the District's property in trust for the people of the State of California. As trustee, the District is obligated to exercise continuous supervision and control over the District properties. The land use / encroachment permit is subject to the District's obligation, as trustee, with respect to the District properties, as such obligation has been, or may in the future be, defined or described under California law.



December 5, 2017

Avila Beach Community Services District
191 San Miguel Street
Avila Beach, CA 93424

SUBJECT: NOVEMBER 2017 MONTHLY FACILITY REPORT FOR THE AVILA BEACH COMMUNITY SERVICES DISTRICT WASTEWATER TREATMENT PLANT, WATER SYSTEM AND COLLECTION SYSTEM

WASTEWATER TREATMENT PLANT

Areas within the wastewater plant that are known to accumulate solids continue to be manually cleaned on a regular basis. The Chlorine Contact Chamber floor is vacuumed out on a weekly basis. These solids, if left to decompose, can have a negative effect on the effluent quality leaving the facility.

Staff adjusted the sample schedule slightly in November to allow weekly samples to be turned in and set up by the lab the day before the Thanksgiving holiday.

WATER SYSTEM

The small water storage tank continues to be used as standby, with FRM Staff monitoring the water quality in the tank and flushing as needed. FRM Staff continues to monitor the chlorine residuals and shock the system with additional chlorine as needed.

COMPLIANCE RECORD AND PLANT PERFORMANCE

Plant Design for Influent BOD is 270 mg/L. The permit limit for Effluent TSS and BOD is a Monthly Average of 40 mg/L with a Daily Maximum of 90 mg/L.

Staff compiled the data to complete the monthly Self-Monitoring Report and Discharge Monitoring Report (DMR) in Central Integrated Water Quality Service (CIWQS). Once approved, the reports are uploaded into CIWQS and certified by ABCSD Staff.

Sincerely,

FLUID RESOURCE MANAGEMENT

Krista Ackermann Young
Operations Manager

ATTACHMENTS

- Self-Monitoring Report
- ABCSD Average Daily WWTP Effluent Flow (2015-2017)
- ABCSD Monthly Total WWTP Effluent Flow (2015-2017)
- Port San Luis Monthly Total Flow (2015-2017)
- Monthly Average Influent BOD (2015-2017)
- Monthly Average Effluent BOD (2015-2017)
- Monthly Water Purchased From Lopez (2015-2017)
- ABCSD Monthly Water Sold (2015-2017)

Avila Beach CSD Wastewater Treatment Facility

Monthly report due last day of following month
Annual report due January 30

Month: **NOVEMBER 2017**

Date	Daily Flow (MGD)			Effluent Monitoring		
	Total	Max (gpm)	Avg (gpm)	Biweekly Total Coliform	Biweekly Fecal Coliform	Daily Chlorine Residual
1	0.037299	76	26			<0.02
2	0.035956	79	25	<2	<2	<0.02
3	0.043143	82	30			<0.02
4	0.053203	80	37			<0.02
5	0.055588	104	38			<0.02
6	0.041051	89	28			<0.02
7	0.037431	90	26	5	<2	<0.02
8	0.033715	75	24			<0.02
9	0.036986	73	26	<2	<2	<0.02
10	0.049144	86	34			<0.02
11	0.060485	99	42			<0.02
12	0.053499	94	37			<0.02
13	0.043661	84	30			<0.02
14	0.034392	88	24	<2	<2	<0.02
15	0.033838	80	24			<0.02
16	0.033632	79	23	<2	<2	<0.02
17	0.039705	77	28			<0.02
18	0.050957	94	36			<0.02
19	0.056351	95	39			<0.02
20	0.048260	86	33			<0.02
21	0.050803	83	35	<2	<2	<0.02
22	0.049961	99	34	<2	<2	<0.02
23	0.053754	95	36	<2	<2	<0.02
24	0.062943	110	44			<0.02
25	0.067818	109	47			<0.02
26	0.049392	86	34			<0.02
27	0.037083	68	25			<0.02
28	0.031789	65	22	<2	<2	<0.02
29	0.031979	62	22			<0.02
30	0.032424	61	23	<2	<2	<0.02
31						
Min	0.031789	61	22	<2	<2	<0.02
Mean	0.044875	85	31	2	<2	<0.02
Max	0.067818	110	47	5	<2	<0.02
Total	1.346242	Effluent daily (dry weather) flow NTE 0.2 MGD (mean).				

Effluent and Influent Monitoring					
Date	Biweekly Effluent BOD (24 HC)	Biweekly Effluent TSS (24 HC)	Biweekly Influent BOD (24 HC)	Biweekly Influent TSS (24 HC)	Monthly Effluent Oil & Grease (Grab)
11/2/17	14	10	300	308	
11/5/17	18	17	469	552	
11/9/17	18	12	361	298	1.8 DNQ
11/12/17	26	21	328	274	
11/16/17	20	12	328	276	
11/19/17	21	12	452	320	
11/22/17	24	16	399	380	
11/26/17	33	23	422	344	
11/30/17	19	11	311	216	
Min	14	10	300	216	1.8 DNQ
Mean	21	15	374	330	1.8 DNQ
Max	33	23	469	552	1.8 DNQ
BOD Removal: 94.3%			TSS Removal: 95.5%		

Effluent Monitoring				
Date	Weekly Set. Solids (Grab)	Weekly Turbidity (Grab)	Weekly pH (Grab)	Weekly Temp °F (Grab)
11/2/17	<0.1	17.8	6.8	70
11/9/17	<0.1	13.5	6.9	70
11/16/17	<0.1	16.6	6.6	69
11/22/17	<0.1	29.6	6.7	69
11/30/17	<0.1	15.6	6.5	65
Min	<0.1	13.5	6.5	65
Mean	<0.1	18.6	6.7	69
Max	<0.1	29.6	6.9	70

Effluent Limits				
Parameter	Units	Monthly Avg	Weekly Avg	Daily Max
BOD	mg/L	40	60	90
Suspended Solids	mg/L	40	60	90
Oil and Grease	mg/L	25	40	75
Turbidity	NTU	75	100	225
Total Coliform	MPN/100 mL	7 Sample Median: 23		
		More than once in 30 days: 240		
		Daily Maximum: 2,400		
Chlorine Residual	mg/L	6 Month Median: 0.3		1.2
pH	pH units	Between 6.0 - 9.0		
Settleable Solids	mL/L	1.0	1.5	3.0
BOD/TSS Removal	%	≥ 75%	***	***

Sludge Removal	
Date	Gallons (Est.)
11/7/17	4,500
11/21/17	4,500

I certify under penalty of perjury that the foregoing is true and accurate and that the sampling procedure and analysis used are as specified in the Waste Discharge Order for this facility.

SIGNATURE: _____

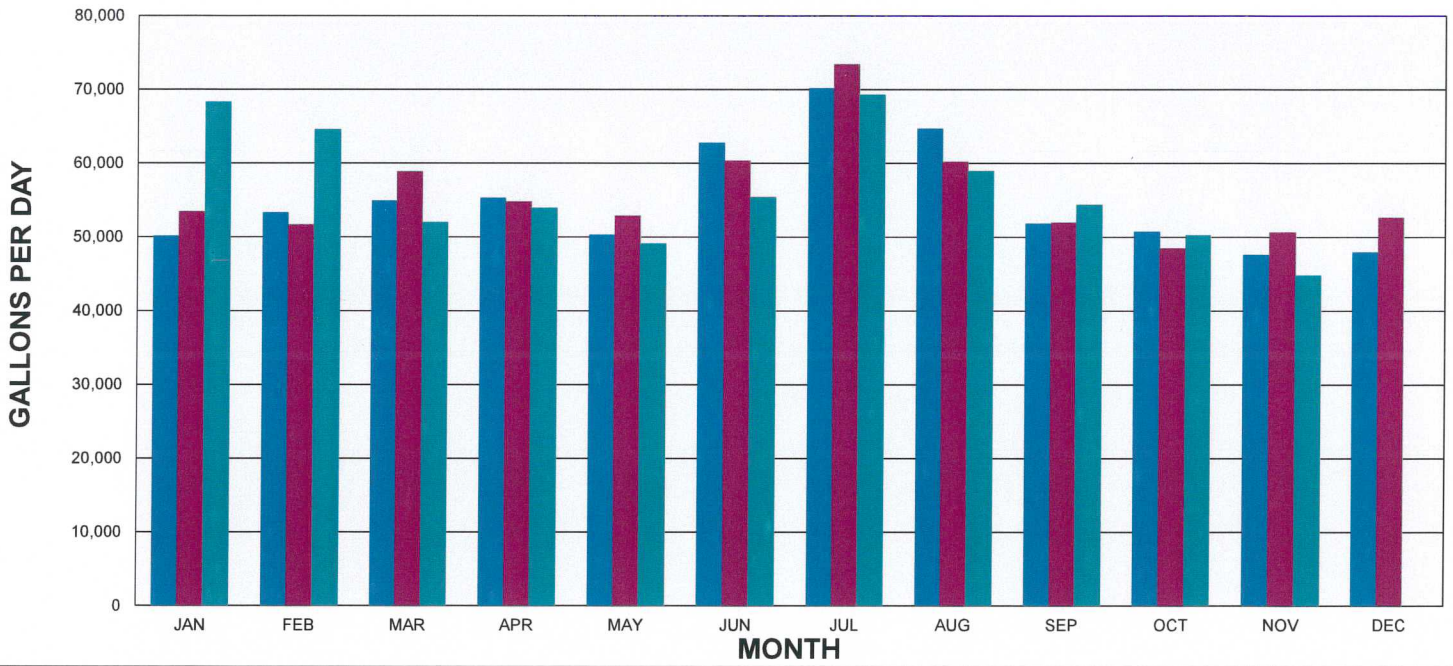
DATE: _____

PRINTED NAME: _____

TITLE: _____

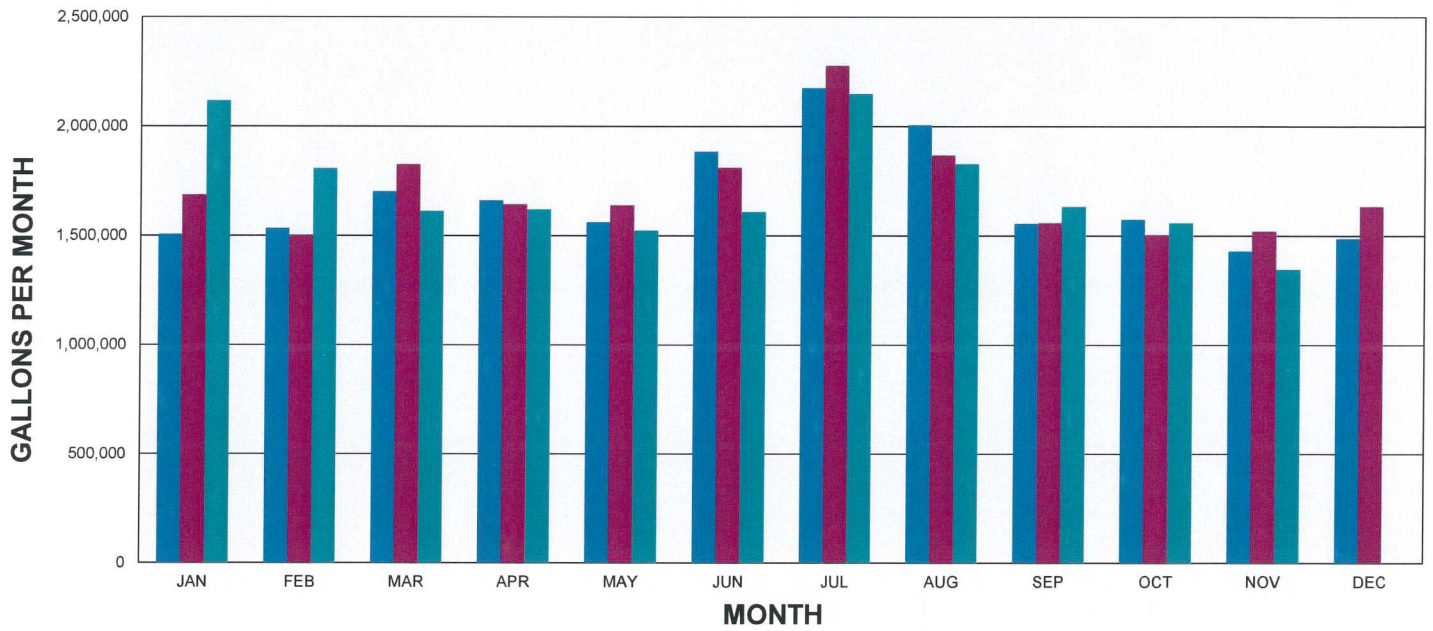
ABCSD AVERAGE DAILY WWTP EFFLUENT FLOW (2015 - 2017)

■ 2015 ■ 2016 ■ 2017



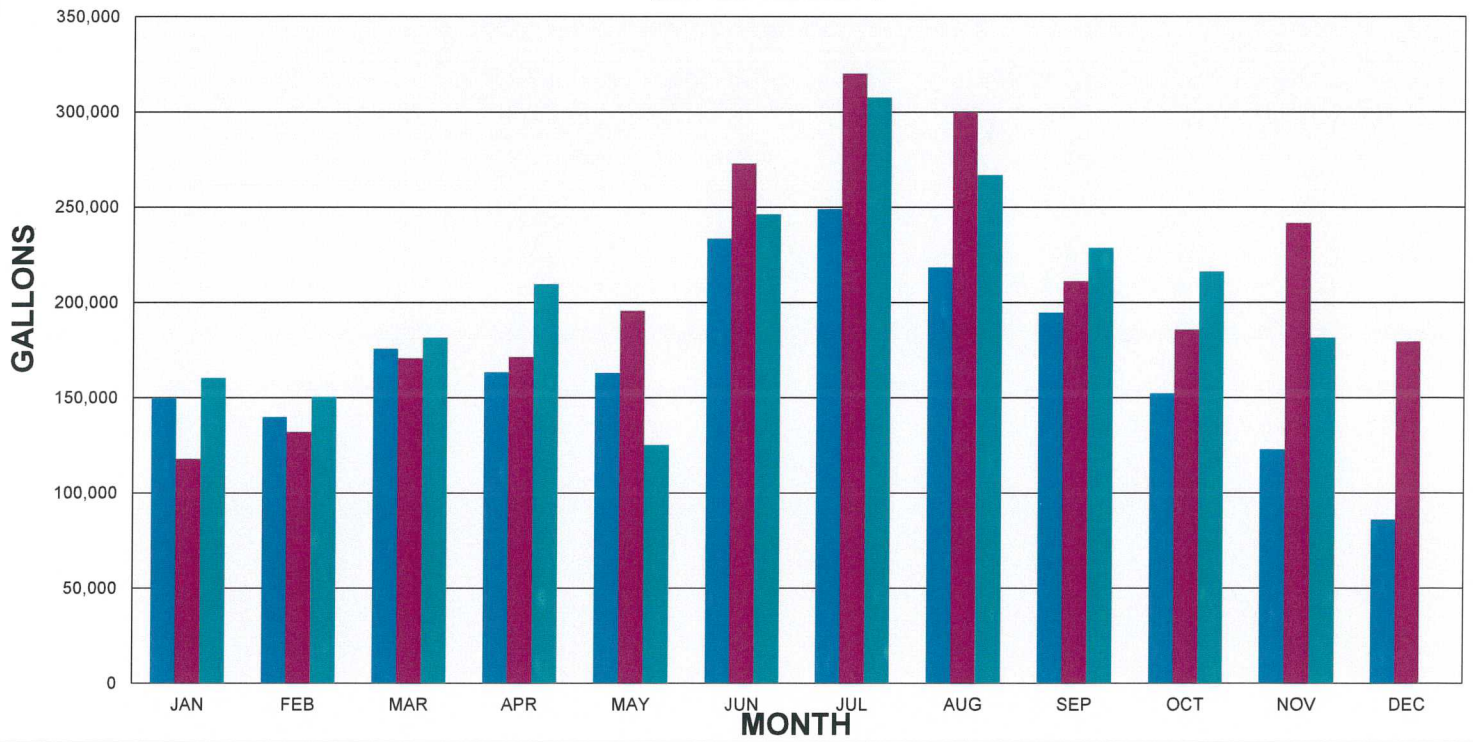
ABCSD MONTHLY TOTAL WWTP EFFLUENT FLOW (2015 - 2017)

■ 2015 ■ 2016 ■ 2017



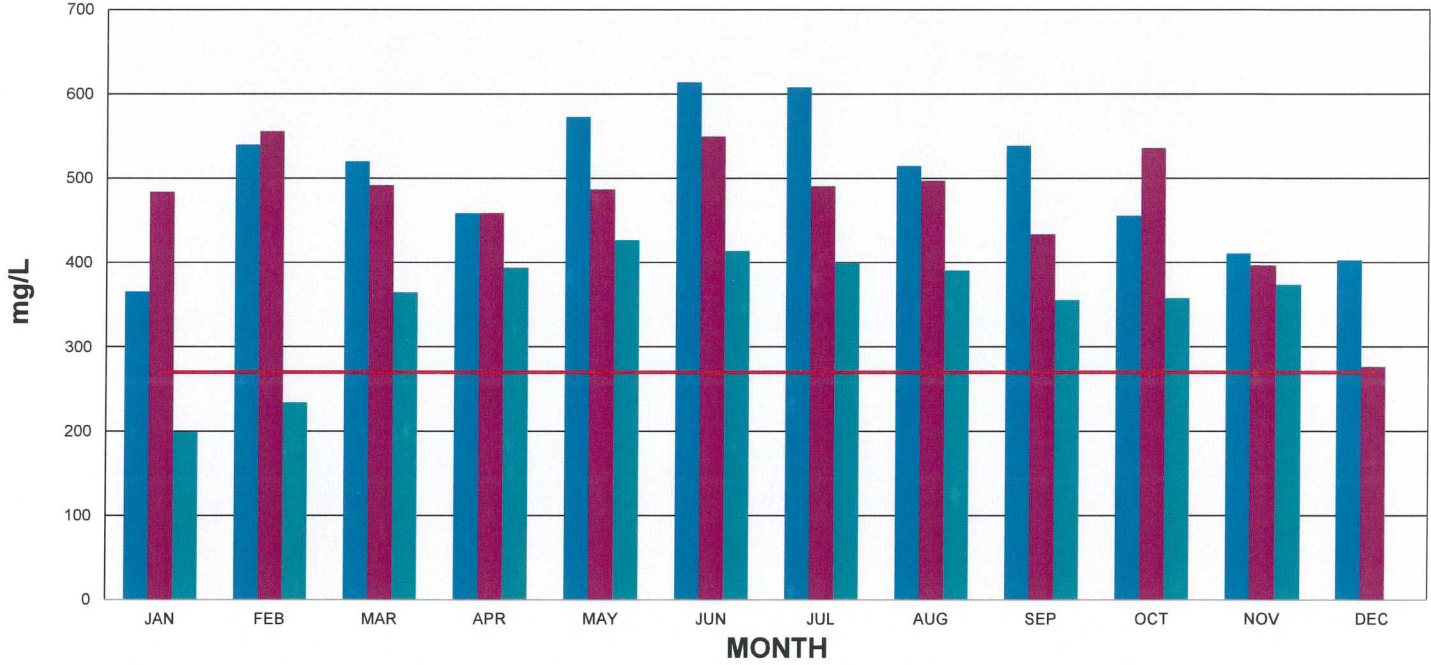
PORT SAN LUIS MONTHLY TOTAL FLOW (2015 - 2017)

■ 2015 ■ 2016 ■ 2017



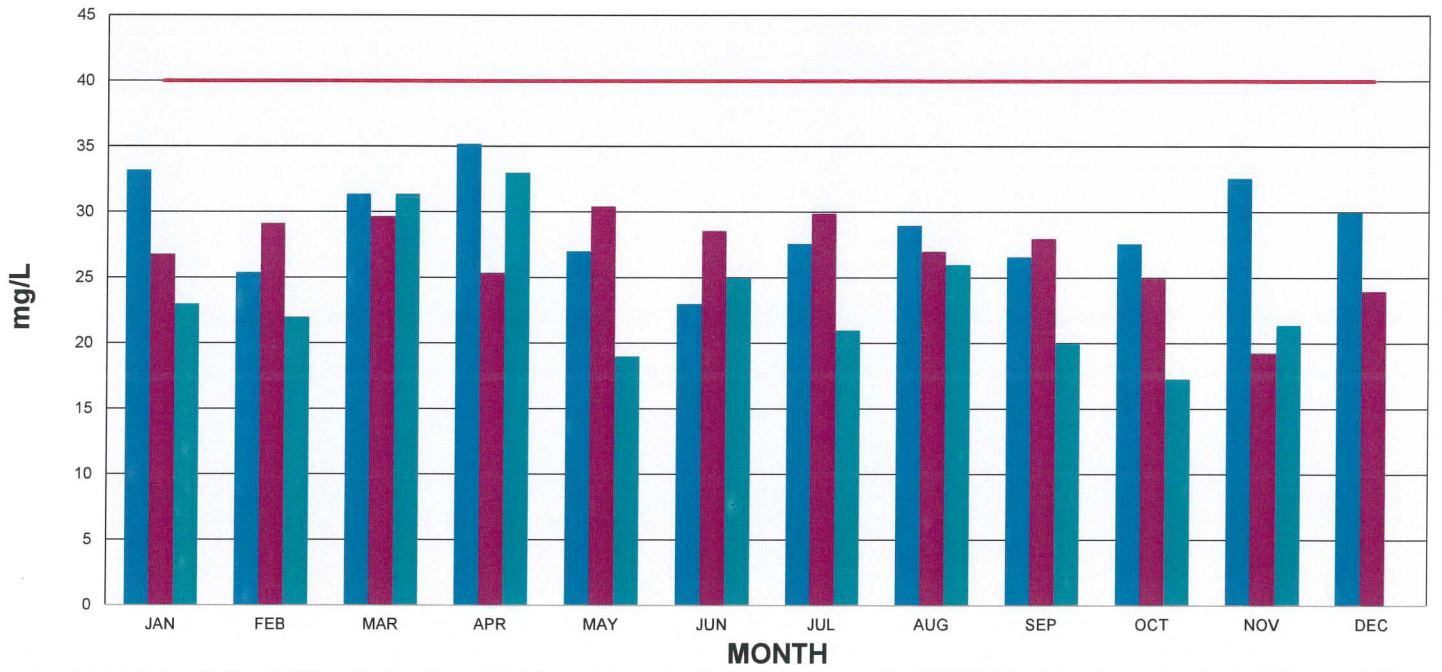
ABCSD MONTHLY AVERAGE INFLUENT BOD (2015 - 2017)

2015 2016 2017 WWTP Design



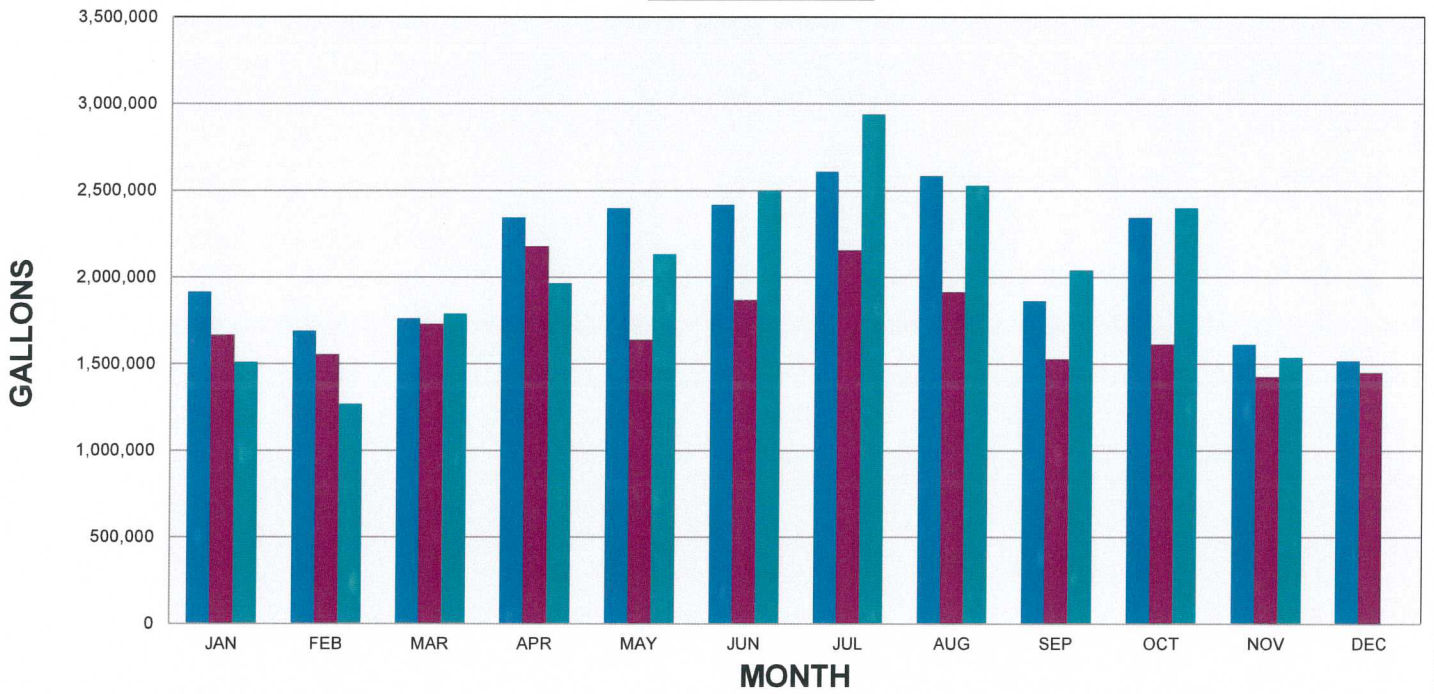
ABCSD MONTHLY AVERAGE EFFLUENT BOD (2015 - 2017)

■ 2015 ■ 2016 ■ 2017 — 30 Day Average Limit



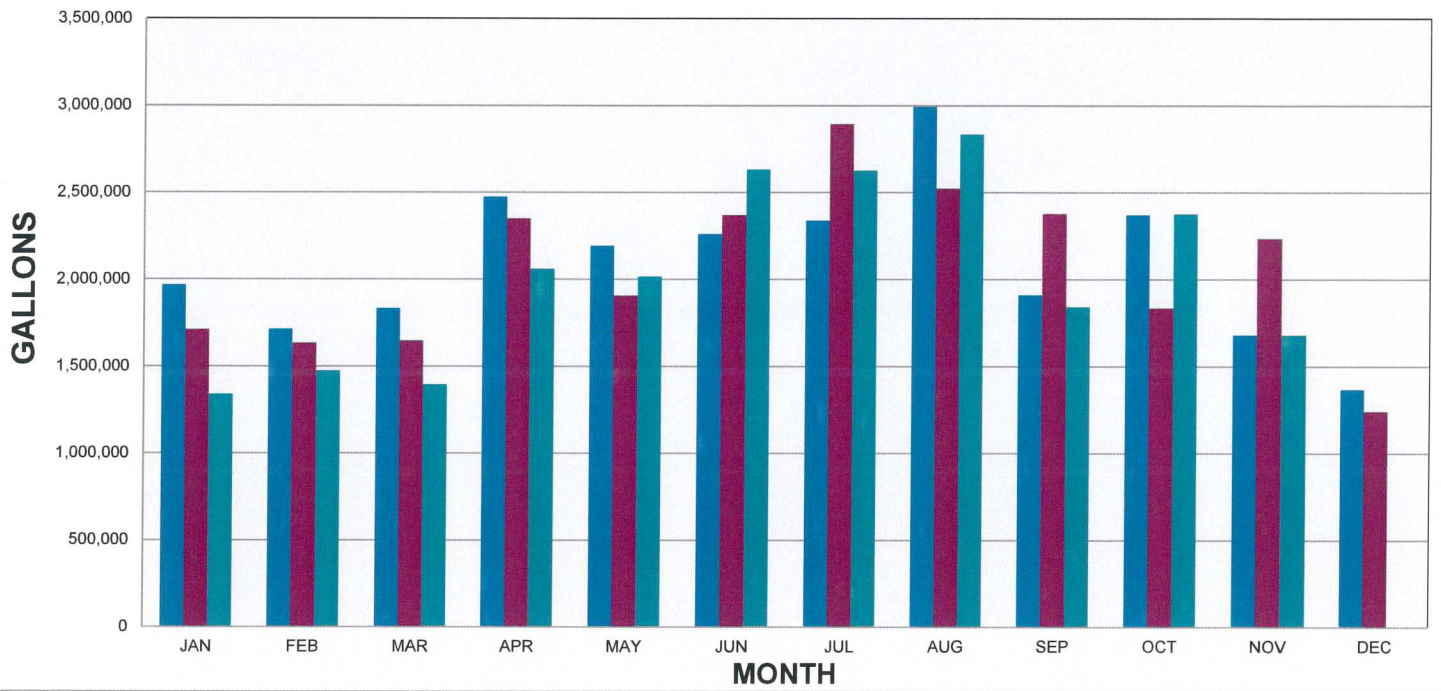
ABCSD MONTHLY WATER PURCHASED FROM LOPEZ (2015 - 2017)

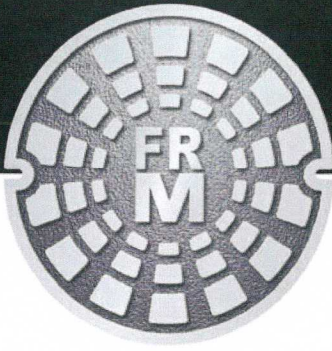
■ 2015 ■ 2016 ■ 2017



ABCSD MONTHLY WATER SOLD (2015 - 2017)

■ 2015 ■ 2016 ■ 2017





January 3, 2018

Avila Beach Community Services District
191 San Miguel Street
Avila Beach, CA 93424

SUBJECT: DECEMBER 2017 MONTHLY FACILITY REPORT FOR THE AVILA BEACH COMMUNITY SERVICES DISTRICT WASTEWATER TREATMENT PLANT, WATER SYSTEM AND COLLECTION SYSTEM

WASTEWATER TREATMENT PLANT

Areas within the wastewater plant that are known to accumulate solids continue to be manually cleaned on a regular basis. The Chlorine Contact Chamber floor is vacuumed out on a weekly basis. These solids, if left to decompose, can have a negative effect on the effluent quality leaving the facility.

As discussed at the last Board meeting, Michael White has replaced Mike Wentzel as the Chief Plant Operator of Avila Beach Wastewater Treatment Plant. An updated Chief Plant Operator Acknowledgement Form was filed with the State Water Resources Control Board (SWRCB) in early December.

Annual preventative maintenance service on the Secondary Clarifier Unit #1 was started in December; the clarifier was drained and inspected. Wear was noted on the chain and drive unit; recommendations for repair were presented to the District and orders were placed for replacement parts with District approval. Repairs of the scum skimmer and sludge drive will be scheduled once parts are received.

Road plates at the Wastewater Treatment Plant were welded together for safety to prevent plates from falling into trenches and to provide better access to specific areas around the plant for routine landscaping.

WATER SYSTEM

The small water storage tank continues to be used as standby, with FRM Staff monitoring the water quality in the tank and flushing as needed. FRM Staff continues to monitor the chlorine residuals and shock the system with additional chlorine as needed.

Annual exercising of the district's valves and maintenance of hydrants was completed in December. Staff is working on compiling a list of valves that will be prioritized for replacement under the District's Capital Improvement Project.

Staff assisted with completion of the water line repair project on First Street; customers were notified of the shut down and the line was isolated, drained, repaired, flushed, and samples were collected.

COMPLIANCE RECORD AND PLANT PERFORMANCE

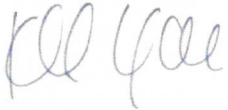
Plant Design for Influent BOD is 270 mg/L. The permit limit for Effluent TSS and BOD is a Monthly Average of 40 mg/L with a Daily Maximum of 90 mg/L.

The new Waste Discharge Requirements Order R3-2017-0025 adopted by Regional Water Quality Control Board (RWQCB) took effect on December 1, 2017. The sample schedule and reporting templates were updated to reflect changes outlined in the new discharge permit.

Staff compiled the data to complete the monthly Self-Monitoring Report and Discharge Monitoring Report (DMR) in Central Integrated Water Quality Service (CIWQS). Once approved, the reports are uploaded into CIWQS and certified by ABCSD Staff.

Sincerely,

FLUID RESOURCE MANAGEMENT



Krista Ackermann Young
Operations Manager

ATTACHMENTS

- Self-Monitoring Report
- ABCSD Average Daily WWTP Effluent Flow (2015-2017)
- ABCSD Monthly Total WWTP Effluent Flow (2015-2017)
- Port San Luis Monthly Total Flow (2015-2017)
- Monthly Average Influent BOD (2015-2017)
- Monthly Average Effluent BOD (2015-2017)
- Monthly Water Purchased From Lopez (2015-2017)
- ABCSD Monthly Water Sold (2015-2017)

Avila Beach CSD Wastewater Treatment Facility

Monthly report due last day of following month
Annual report due January 30

Month: **DECEMBER 2017**

Date	Daily Flow (MGD)			Effluent Monitoring		
	Total	Max (gpm)	Avg (gpm)	Biweekly Total Coliform	Biweekly Fecal Coliform	Daily Chlorine Residual
1	0.036283	64	25			<0.02
2	0.043800	94	31			<0.02
3	0.051026	115	36			<0.02
4	0.045428	107	31			<0.02
5	0.030062	84	21	<2	<2	<0.02
6	0.034740	66	24			<0.02
7	0.036833	64	26	2	<2	<0.02
8	0.026821	68	20			<0.02
9	0.055886	84	39			<0.02
10	0.053279	97	29			<0.02
11	0.041547	91	28			<0.02
12	0.038528	92	27	<2	<2	<0.02
13	0.035268	76	25			0.03
14	0.037135	86	26	<2	<2	<0.02
15	0.041492	72	29			<0.02
16	0.049007	90	34			<0.02
17	0.048429	85	33			<0.02
18	0.041599	99	28			<0.02
19	0.042873	90	31	<2	<2	<0.02
20	0.040389	73	28			<0.02
21	0.038239	74	27	<2	<2	<0.02
22	0.047967	85	29			<0.02
23	0.047383	87	33			<0.02
24	0.045180	86	31			<0.02
25	0.037284	98	26			<0.02
26	0.051043	107	35	<2	<2	<0.02
27	0.053725	88	37			<0.02
28	0.055788	89	39			
29	0.064037	105	45			<0.02
30	0.062048	100	43			<0.02
31	0.061072	99	42			
Min	0.026821	64	20	<2	<2	<0.02
Mean	0.044974	88	31	<2	<2	<0.02
Max	0.064037	115	45	2	<2	0.03
Total	1.394191	Effluent daily (dry weather) flow NTE 0.2 MGD (mean).				

Effluent and Influent Monitoring

Date	Biweekly Effluent BOD (24 HC)	Biweekly Effluent TSS (24 HC)	Weekly Influent BOD (24 HC)	Weekly Influent TSS (24 HC)	Monthly Effluent Oil & Grease (Grab)
12/3/17	22	17	447	384	
12/7/17	21	14	387	312	3.1
12/10/17	39	25	503	324	
12/14/17	30	17	398	400	
12/17/17	27	19	314	176	
12/21/17	18	17	288	292	
12/24/17	25	22	367	452	
12/28/17					
12/31/17					
Min	18	14	288	176	3.1
Mean	26	19	386	334	3.1
Max	39	25	503	452	3.1
BOD Removal: 93.3%			TSS Removal: 94.4%		

Effluent Monitoring

Date	Weekly Set. Solids (Grab)	Weekly Turbidity (Grab)	Weekly pH (Grab)	Weekly Temp °F (Grab)
12/7/17	<0.1	20.3	6.6	62
12/14/17	<0.1	34	6.8	62
12/21/17	<0.1	24.2	6.7	61
12/28/17				
Min	0.0	20.3	6.6	61
Mean	#DIV/0!	26.2	6.7	62
Max	0.0	34.0	6.8	62

Effluent Limits

Parameter	Units	Monthly Avg	Weekly Avg	Daily Max
BOD	mg/L	40	60	90
Suspended Solids	mg/L	40	60	90
Oil and Grease	mg/L	25	40	75
Turbidity	NTU	75	100	225
Total Coliform	MPN/100 mL	7 Sample Median: 23		
		More than once in 30 days: 240		
		Daily Maximum: 2,400		
Chlorine Residual	mg/L	6 Month Median: 0.3		1.2
pH	pH units	Between 6.0 - 9.0		
Settleable Solids	mL/L	1.0	1.5	3.0
BOD/TSS Removal	%	≥ 75%	***	***

I certify under penalty of perjury that the foregoing is true and accurate and that the sampling procedure and analysis used are as specified in the Waste Discharge Order for this facility.

Influent Brine Received

Date	Volume (Gallons)

Sludge Removal

Date	Gallons
12/5/17	4,500
12/19/17	4,500

SIGNATURE: _____

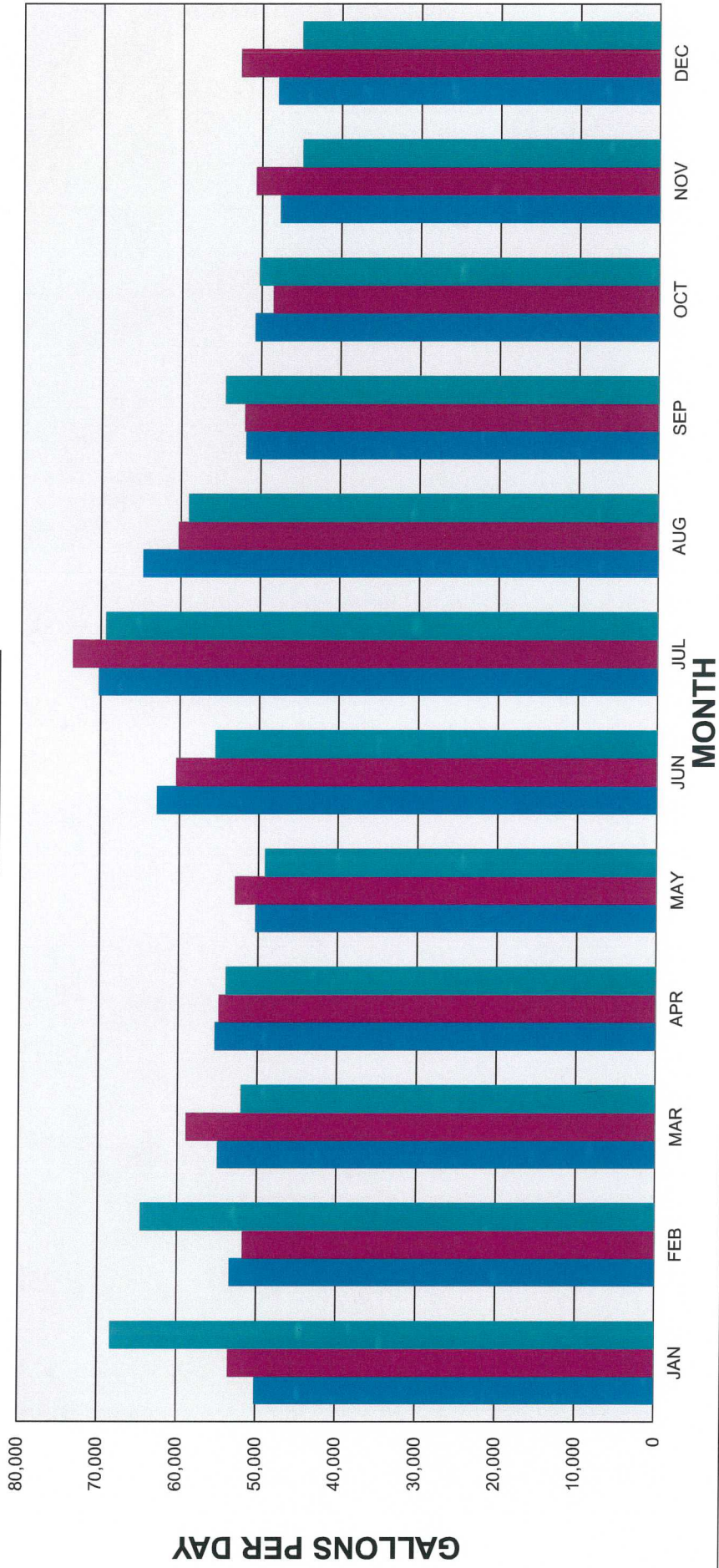
DATE: _____

PRINTED NAME: _____

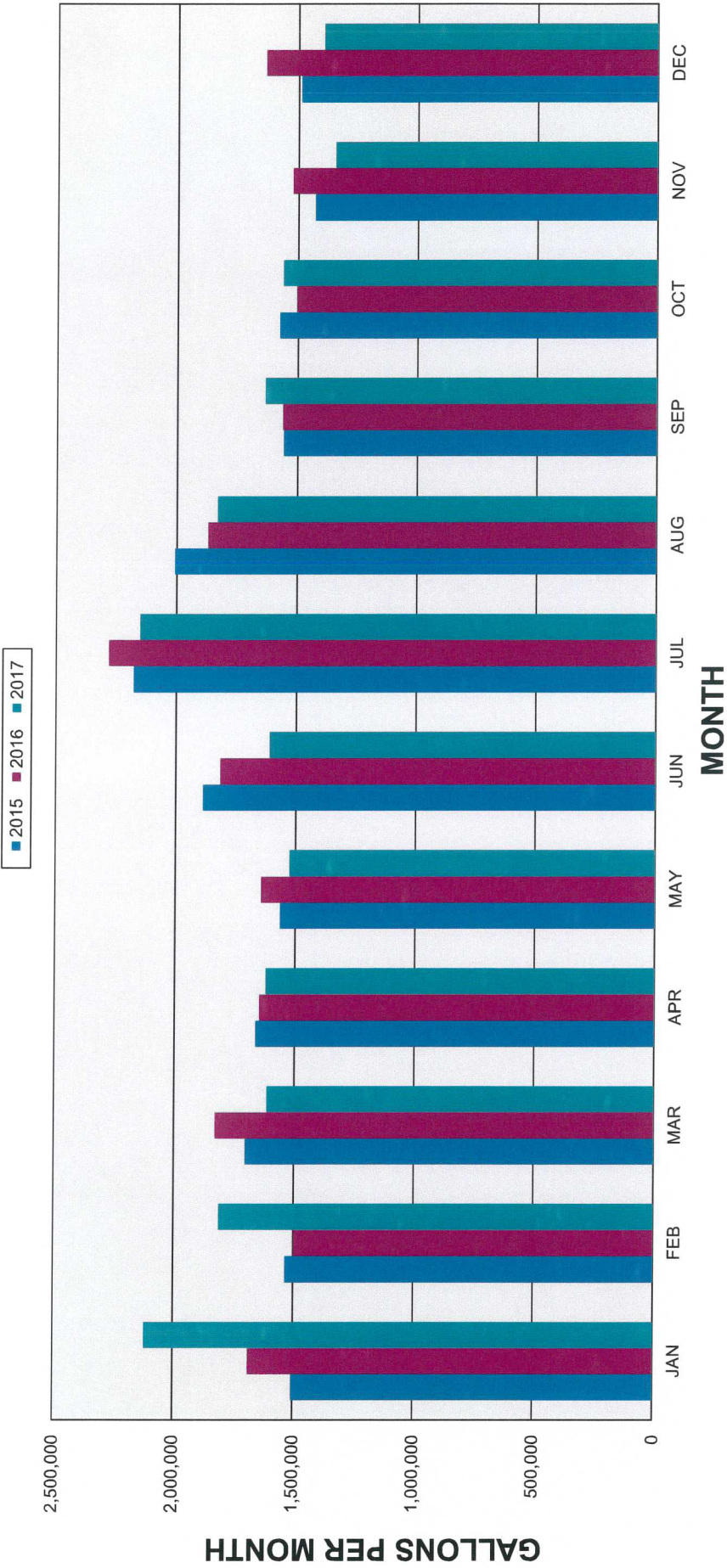
TITLE: _____

ABCSD AVERAGE DAILY WWTP EFFLUENT FLOW (2015 - 2017)

■ 2015 ■ 2016 ■ 2017

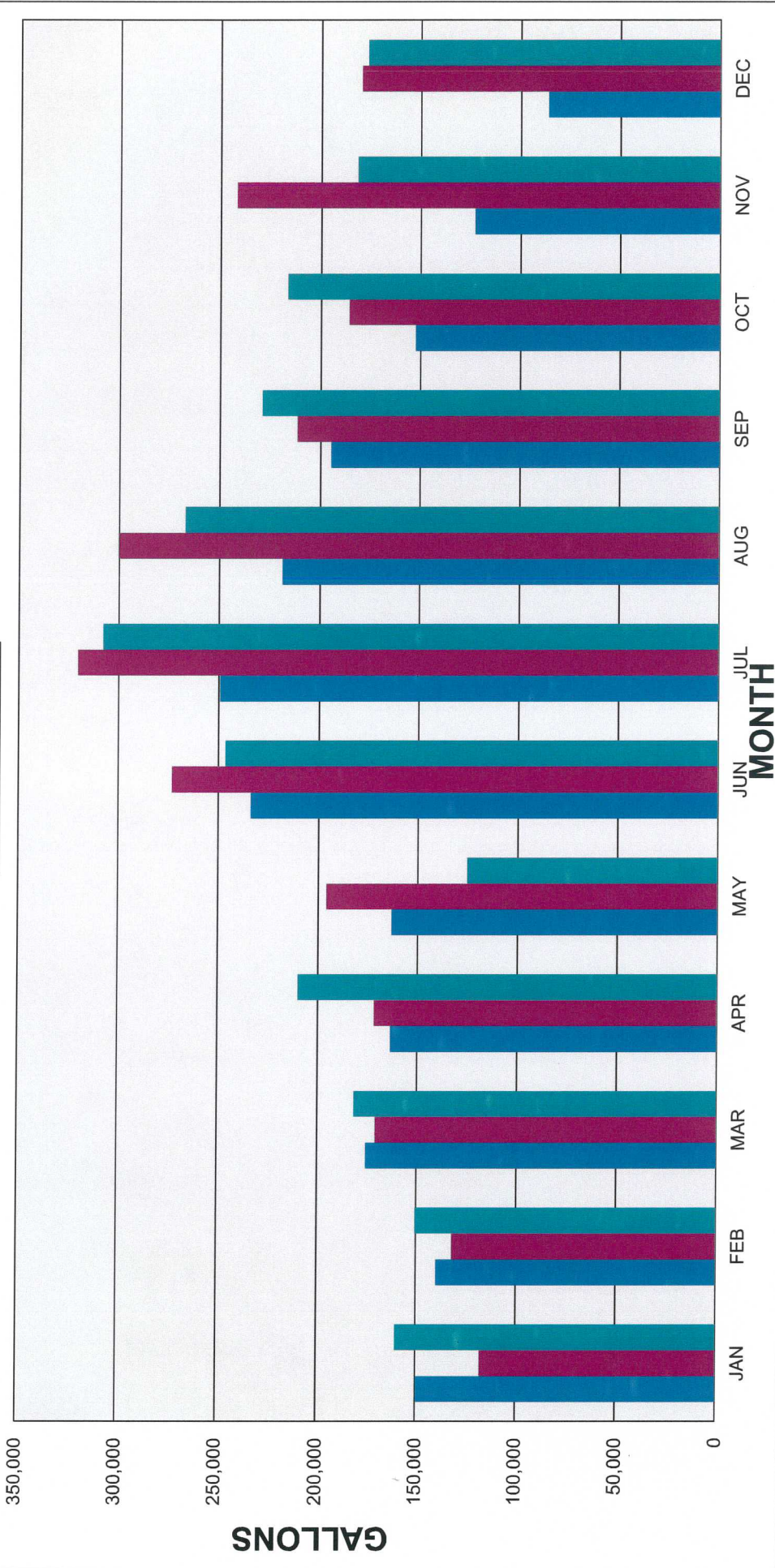


ABCSD MONTHLY TOTAL WWTP EFFLUENT FLOW (2015 - 2017)



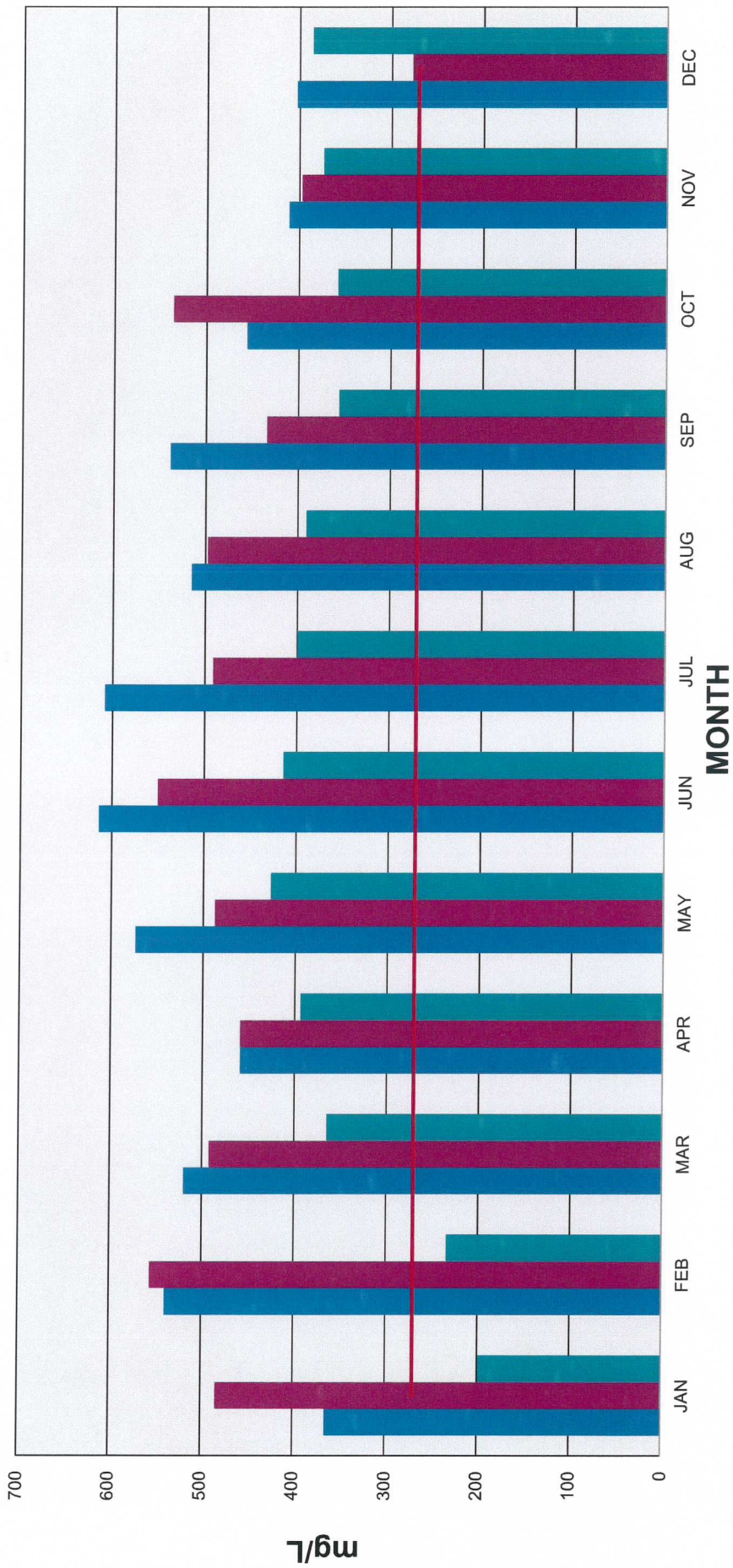
PORT SAN LUIS MONTHLY TOTAL FLOW (2015 - 2017)

■ 2015 ■ 2016 ■ 2017



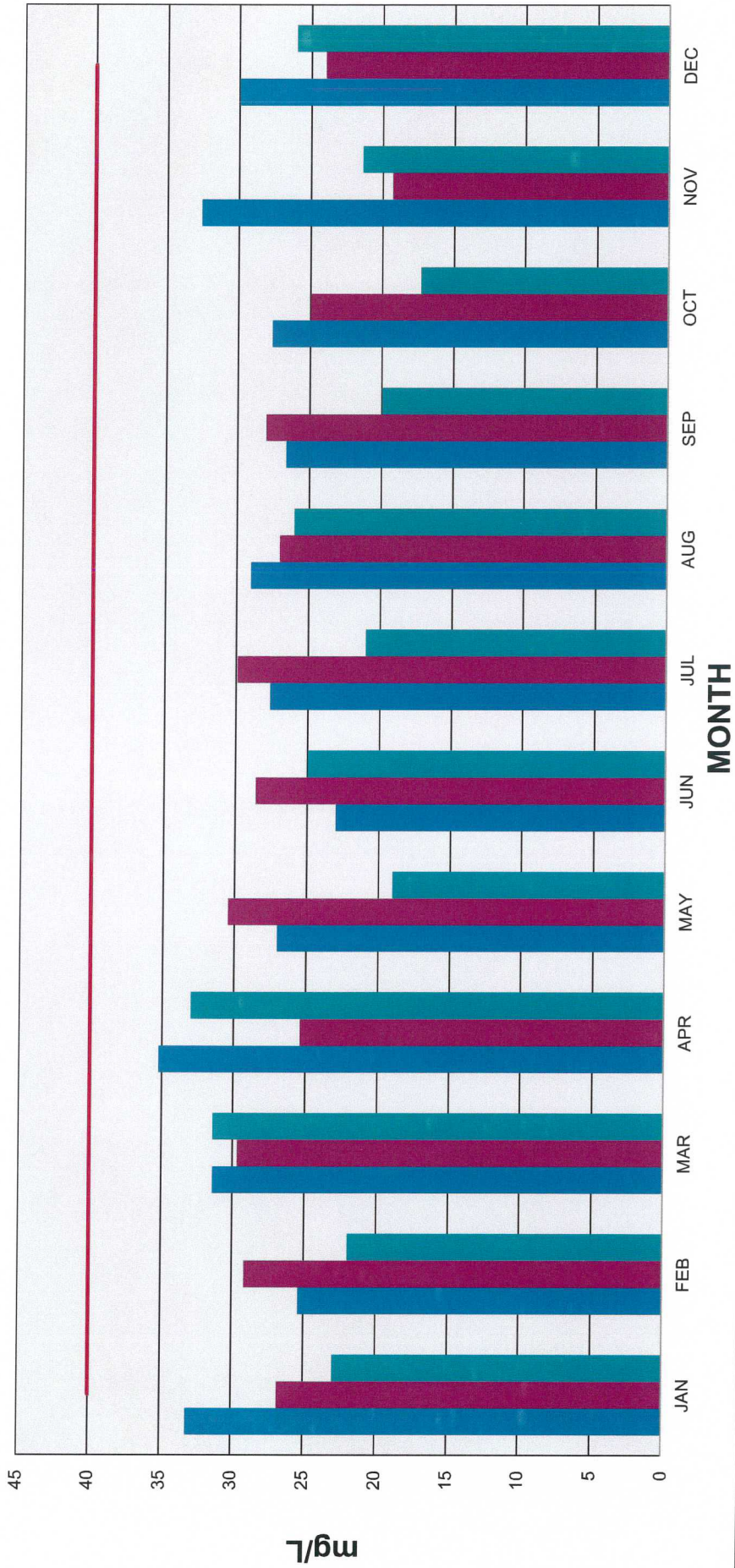
ABCSD MONTHLY AVERAGE INFLUENT BOD (2015 - 2017)

■ 2015
 ■ 2016
 ■ 2017
 — WWTP Design



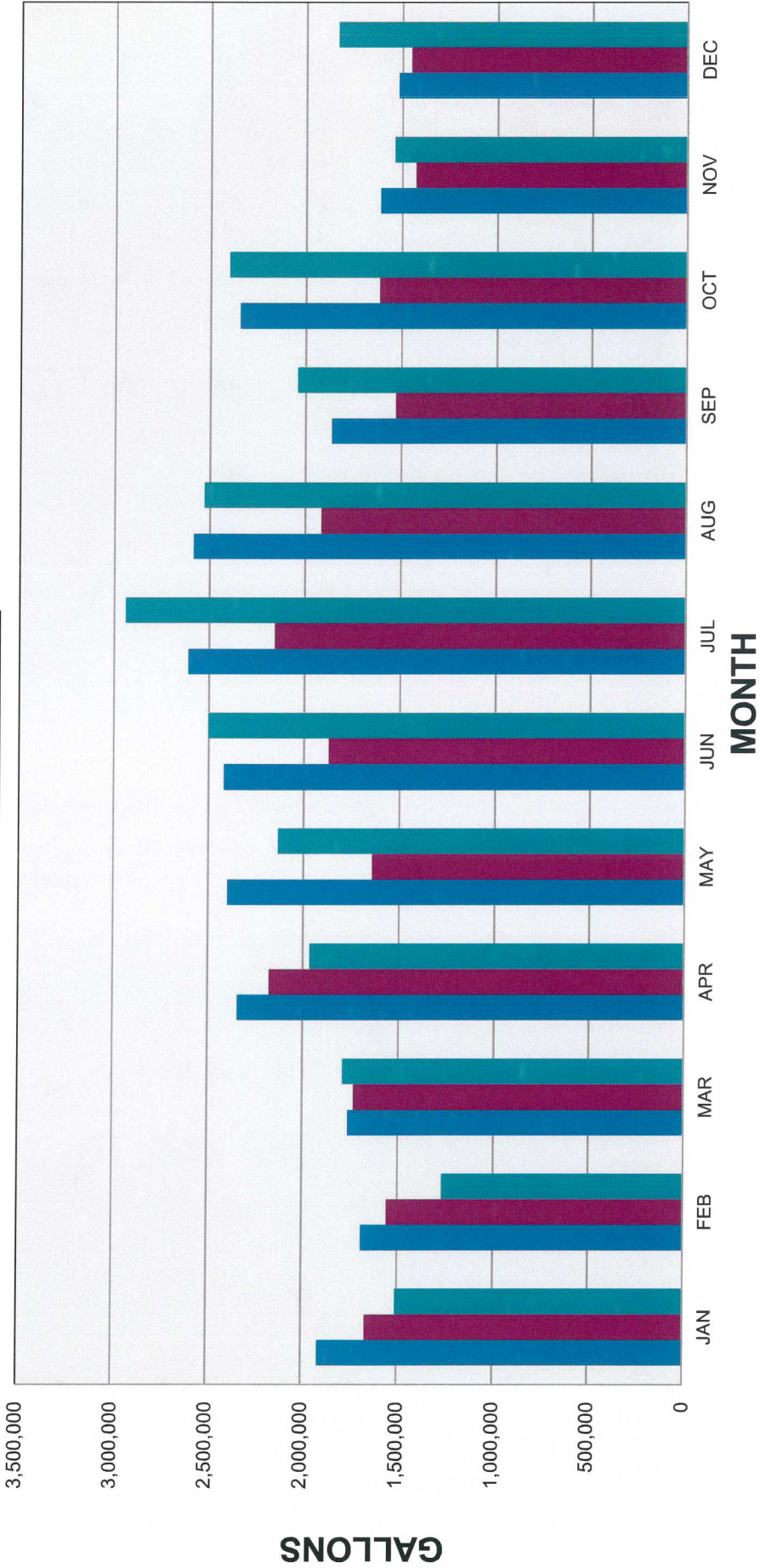
ABCSD MONTHLY AVERAGE EFFLUENT BOD (2015 - 2017)

■ 2015
 ■ 2016
 ■ 2017
 — 30 Day Average Limit



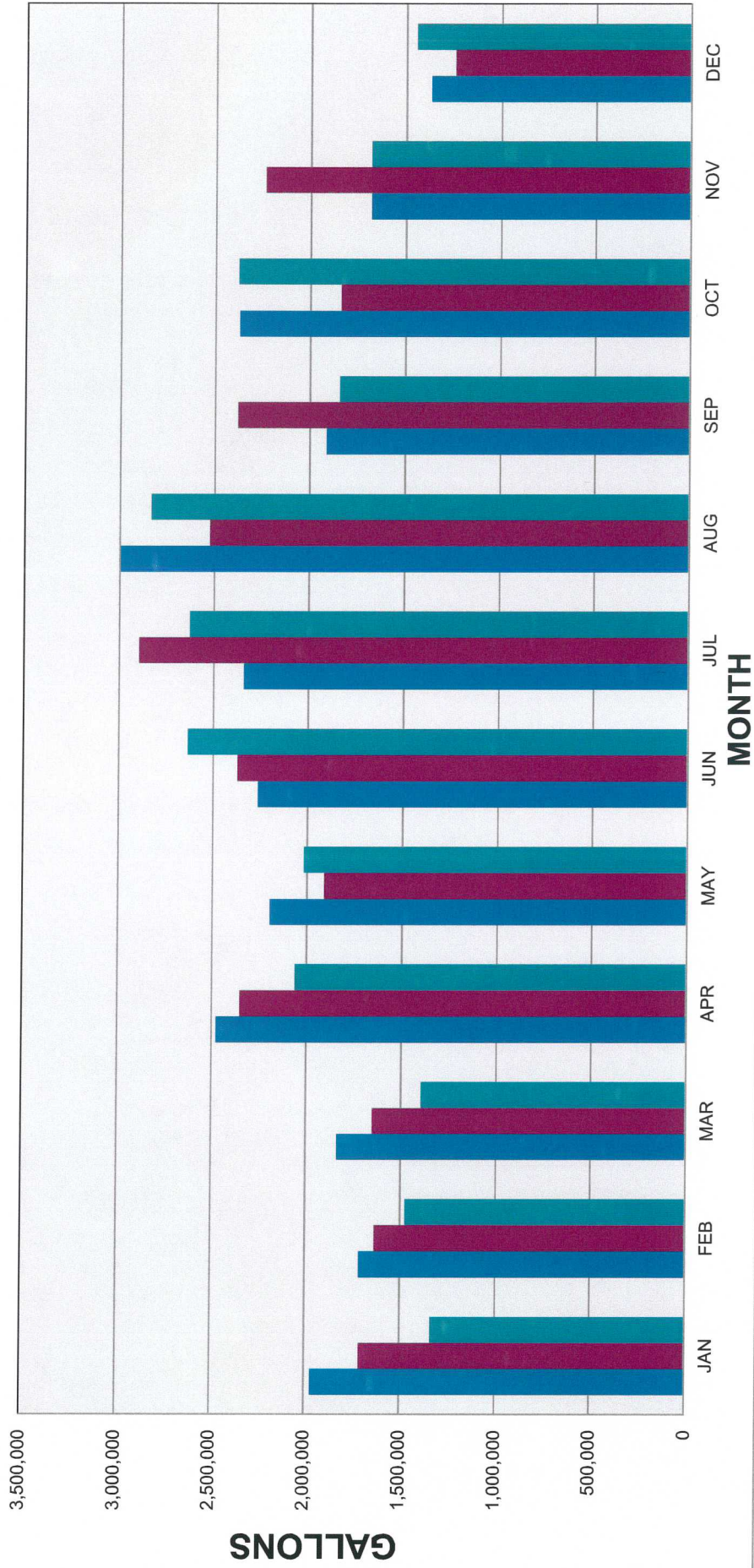
ABCSD MONTHLY WATER PURCHASED FROM LOPEZ (2015 - 2017)

■ 2015 ■ 2016 ■ 2017



ABCSD MONTHLY WATER SOLD (2015 - 2017)

■ 2015 ■ 2016 ■ 2017




**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: January 9, 2018

SUBJECT: Election of Board Officers for Calendar Year 2018
Director Appointments to Committees

Recommendation:

Elect officers for the calendar year 2018; appoint Directors to standing committees.

Discussion:

At the end of each calendar year it is customary to elect the officers of the Board and to appoint committee membership for the upcoming year.

1. Election of Officers

At this time it would be appropriate to elect offices for the positions of Board President and Vice President.

The officers for the calendar year of 2017 were as follows:

President	Pete Kelley
Vice President	Lynn Helenius

Nominations should first be taken from the floor for the office of president; nominations do not require a second. After there are no further nominations, a motion should be made and seconded to close nominations. A vote is then taken for each candidate. The candidate receiving the most votes, and a majority of votes of the quorum present, is elected to office. The office of vice president should be elected in the same manner as president.

2. Committee Appointments

At the beginning of the calendar year it is customary to appoint members of the Board to committees for the coming year.

Listed below are the CSD standing committees for the 2017 calendar year; additionally Ad-Hoc committees may be designated as necessary.

Standing Committees

Finance:	Directors Lynn Helenius, Ken San Filippo
Personnel:	Directors Pete Kelley, Lynn Helenius
Facilities:	Directors Ara Najarian, Eric DeWeese
Drought Conditions:	Directors Ken San Filippo, Pete Kelley

AVILA BEACH
COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager



DATE: January 9, 2018

SUBJECT: Avila Valley Advisory Committee Request for Garbage Container Storage Ordinance

Recommendation:

Receive report and provide direction to staff.

Discussion:

Members of the Avila Valley Advisory Committee (AVAC) contacted the District office on Wednesday January 3 and requested staff to put an item on the Board's agenda that addressed a requirement for new multi-family and/or commercial development to include an area for storage of garbage and recycled material containers. Members of the community have expressed concerns that the roller garbage and recycling containers from commercial and multi-family developments are left out on sidewalks after pick-up and in some cases do not have a designated storage area as part of the development. AVAC members inquired as to whether the District would consider adopting an ordinance that requires new commercial and multi-family developments include a large common garbage container storage area for the development.

Staff understands that several members of AVAC will be attending the meeting to discuss their concerns. As time allows, staff will do some initial research prior to the Board meeting with the County Planning Department on this issue.

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager

DATE: January 9, 2018

SUBJECT: Status Report Regarding Relocation of Administrative Offices

Recommendation:

Receive report and provide direction to staff.

Discussion:

Staff was scheduled to move the Administrative office from our existing location at 191 San Miguel Street to the District owned building at 100 San Luis Street at the end of the calendar year. The District's lessee has been searching for a new location in San Luis Obispo, but the process has taken a bit longer than they anticipated. Staff met with the lessee on December 1, 2017, to discuss the transition and schedule. They requested an additional 30 days on their lease in order to complete needed tenant improvements at their new location. This request is agreeable to staff as we are currently on a month to month lease at our current location with the Avila Beach Civic Association. Staff understands that the Civic Association is continuing to negotiate with the US Postal Service for taking over additional space at the Association office, but they have not yet completed an agreement. The Civic Association indicated they have no objection to the District staying on through January 30, 2018.

The purpose of this staff report is to provide the Board with the status of the relocation and receive any direction from the Board.

AVILA BEACH
COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager



DATE: January 9, 2018

SUBJECT: Workers' Compensation Resolution for Governing Body Member
and/or Volunteer Coverage; Resolution No. 2018-01

Recommendations:

Adopt Resolution No. 2018-01 as recommended by our insurance carrier, Special District Risk Management Authority (SDRMA).

Discussion:

On November 30, 2017, SDRMA sent a letter to District recommending that the SDRMA Workers' Compensation members adopt a resolution in order to start or continue covering their Governing Body members and/or volunteers. SDRMA coverage counsel created a draft resolution for Special District's use. The SDRMA letter and sample resolution is attached to this Staff Report. Staff used SDRMA's suggested draft resolution to prepare draft Resolution No. 2018-01.

Staff recommends the Board adopt attached Resolution No. 2018-01.

AVILA BEACH COMMUNITY SERVICES DISTRICT
Resolution No. 2018-01

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
AVILA BEACH COMMUNITY SERVICES DISTRICT
DECLARING THAT GOVERNING BODY MEMBERS AND VOLUNTEERS
SHALL BE DEEMED TO BE EMPLOYEES OF THE DISTRICT FOR THE
PURPOSE OF PROVIDING WORKERS' COMPENSATION COVERAGE FOR
SAID CERTAIN INDIVIDUALS WHILE PROVIDING THEIR SERVICES**

WHEREAS, the Avila Beach Community Services District utilizes the services of Governing Body Members and Volunteers; and

WHEREAS, Section 3363.5 of the California Labor Code provides that a person who performs voluntary service for a public agency as designated and authorized by the Governing body of the agency or its designee, shall, upon adoption of a resolution by the Governing Body of the agency so declaring, be deemed to be an employee of the agency for the purpose of Division 4 of said Labor Code while performing such services; and

WHEREAS, the Governing Body wishes to extend Workers' Compensation coverage as provided by State law to the following designated categories of persons as indicated by a checkmark in the box to the left of the descriptions:

- All members of the Governing Body of the Avila Beach Community Services District as presently or hereafter constituted
- All persons performing voluntary services without pay other than meals, transportation, lodging or reimbursement for incidental expenses
- Individual on Work-study programs
- Interns
- Other Volunteers

NOW, THEREFORE, BE IT RESOLVED, that such persons coming within the categories specified above, including the duly elected or appointed replacements of any Governing Body Member and other designated individuals be deemed to be employees of the Avila Beach Community Services District for the purpose of Workers' Compensation coverage as provided in Division 4 of the Labor Code while performing such services. However, said Governing Body Members and other designated individuals will not be considered an employee of the Avila Beach Community Services District for any purpose other than for such Workers' Compensation coverage, nor grant nor enlarge upon any other right, duty or responsibility of such Governing Body Member or other designated individuals, nor allow such persons to claim any other benefits or rights given to paid employees of the Avila Beach Community Services District.

ON MOTION of Director _____, seconded by Director _____, and on the following roll call vote to wit:

AYES:
NOES:
ABSENT:

The foregoing resolution is hereby adopted this 9th day of January, 2018.

ATTEST: _____

Peter Kelley, President

SECRETARY TO BOARD

November 30, 2017

Mr. Brad Hagemann
General Manager/District Engineer
Avila Beach Community Services District
Post Office Box 309
Avila Beach, California 93424-0309

Re: Workers' Compensation Resolution for Governing Body Member and/or Volunteer Coverage

Dear Mr. Hagemann,

Recently our excess carrier has made us aware that SDRMA Workers' Compensation (WC) members need to pass a **new Resolution** if they would like to continue (or start) covering their Governing Body members and/or volunteers.

Section 3363.5 of the California Labor Code provides that a person who performs voluntary service for a public agency as designated and authorized by the Governing Body of the agency or its designee, shall, upon adoption of a Resolution by the Governing Body of the agency so declaring, be deemed to be an employee for workers' compensation purposes. Thus, if such a resolution is adopted, and the volunteer is injured while performing duties for the agency, the volunteer is entitled to receive workers' compensation benefits and their exclusive remedy for recovery against the agency is through the Workers' Compensation system.

Such Governing Body members and/or volunteers may be covered for workers' compensation benefits only if a Resolution to that effect is adopted by the Governing Body pursuant to Labor Code § 3363.5 and a copy of the Resolution is filed with SDRMA.

A new Resolution (see attached) has been created by our coverage counsel. The Resolution permits your Governing Body to designate the various categories of persons who the agency desires to "deem" to be employees for purposes of workers' compensation. It declares, on a blanket basis, that the designated categories of volunteers are deemed employees and those categories consist of Governing Body Members, persons performing voluntary service, persons on work study, interns, and other volunteers. In addition, those so designated persons also need to be listed under our Workers' Compensation Program (which includes paying an annual contribution amount) to enable coverage.

When using the sample Resolution provided, please do not make any changes other than the areas highlighted in yellow. **To ensure accurate and timely implementation of your Resolution, please return your Governing Body approved Workers' Compensation Resolution as soon as possible by fax or email.** A Microsoft Word version of the sample Resolution can be downloaded at <http://www.sdrma.org/program-coverages/workers-compensation-program>. If your agency has any questions please contact Ellen Doughty, Chief Member Services Officer, at 800.537.7790 or edoughty@sdrma.org.

Sincerely,
Special District Risk Management Authority



Gregory S. Hall, ARM
Chief Executive Officer

Enclosures: Sample Resolution for Covering Governing Body and/or Volunteers

RESOLUTION No. **XXXXXXXXXX**

RESOLUTION OF THE GOVERNING BODY OF
THE **AGENCY NAME**,
DECLARING THAT GOVERNING BODY MEMBERS AND VOLUNTEERS SHALL
BE DEEMED TO BE EMPLOYEES OF THE DISTRICT FOR THE PURPOSE OF
PROVIDING WORKERS' COMPENSATION COVERAGE FOR SAID CERTAIN
INDIVIDUALS WHILE PROVIDING THEIR SERVICES

WHEREAS, the **Agency Name** utilizes the services of Governing Body Members and Volunteers; and

WHEREAS, Section 3363.5 of the California Labor Code provides that a person who performs voluntary service for a public agency as designated and authorized by the Governing Body of the agency or its designee, shall, upon adoption of a resolution by the Governing Body of the agency so declaring, be deemed to be an employee of the agency for the purpose of Division 4 of said Labor Code while performing such services; and

WHEREAS, the Governing Body wishes to extend Workers' Compensation coverage as provided by State law to the following designated categories of persons as indicated by a checkmark in the box to the left of the descriptions:

- All Members of the Governing Body of the **[Agency Name]** as presently or hereafter constituted and/or
- All persons performing voluntary services without pay other than meals, transportation, lodging or reimbursement for incidental expenses
- Individuals on Work-study programs
- Interns
- Other Volunteers
- _____
[designate]

NOW, THEREFORE, BE IT RESOLVED, that such persons coming within the categories specified above, including the duly elected or appointed replacements of any Governing Body Member and other designated individuals be deemed to be employees of the **Agency Name** for the purpose of Workers' Compensation coverage as provided in Division 4 of the Labor Code while performing such service. However, said Governing Body Members and other designated individuals will not be considered an employee of the **Agency Name** for any purpose other than for such Workers' Compensation coverage, nor grant nor enlarge upon any other right, duty, or responsibility of such Governing Body Members or other designated individuals, nor allow such persons to claim any other benefits or rights given to paid employees of the **Agency Name**.

PASSED, APPROVED AND ADOPTED this **DATE** by the following vote:

AYES:
NOES:
ABSENT:

Name, Chairperson
Agency Name


APPROVED AS TO FORM:

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: January 9, 2018

SUBJECT: Award Contract to Install Stand-By Generator and Switch Gear for the First Street Sewage Pump Station

Recommendation:

Staff recommends that the Board award a contract to the lowest responsive bidder for the installation of the standby generator and transfer switch for the First Street Pump Station.

Funding:

The District's FY 2017-18 Budget includes budgetary item numbers WW-2017/18-4 and -5 in the total amount of \$40,000. The Board approved using these line items to purchase the generator and staff now recommends using these two line items to fund the installation of the generator and transfer switch. If needed, the Board can revise the Capital Improvement Program budget at the mid-year review. There are adequate funds in the District's reserves to fund this project.

Discussion:

In August 2017, the Board approved the purchase of a standby generator and switchgear for the First Street Pump Station in the amount of \$27,500. The first phase of the project was to purchase the generator and the second phase is to retain a qualified contractor to install the generator. Staff retained Power and Communications Engineering (PCE) to prepare plans and specification for the installation. PCE estimated the installation costs will be approximately \$12,000.

Following the Harbor District Commission review and approval process, staff solicited quotes from three firms. The three firms are listed below and quotes are due no later than 2:00 PM on Friday, January 5th.

All-Tech Services, Paso Robles
Electricraft Inc., San Luis Obispo
Fluid Resources Management, Arroyo Grande

Staff will present the quote results at the Board meeting and provide a recommendation to retain the lowest qualified responsive firm. Alternatively, the Board may reject all the quotes and direct staff to revise the scope of work and re-bid the project.