

# AVILA BEACH COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA. 93424  
Meeting Room and Office – 100 San Luis Street, Avila Beach  
Telephone (805) 595-2664 FAX (805) 595-7623  
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## SPECIAL BOARD MEETING

**1:00 PM Tuesday, November 12, 2019**

### SPECIAL BOARD MEETING LOCATION

**100 SAN LUIS STREET  
AVILA BEACH, CALIFORNIA**

1. **CALL TO ORDER: 1:00 P.M.**

2. **ROLL CALL: Board Members:**

Pete Kelley, President  
Lynn Helenius, Vice President  
Ara Najarian, Director  
Kristin Berry, Director  
Howie Kennett, Director

3. **PUBLIC COMMENT**

Members of the public wishing to comment or bring forward any items concerning District operations **which do not appear on today'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.

4. **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

5. **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 August 14<sup>th</sup>, 2019 Regular Board Meeting & September 12, 2019, Special Board Meeting

- B. Monthly Financial Review for September
- C. General Manager and District Engineer Report
- D. Water and Wastewater Superintendent Reports for September and October

**6. DISCUSSION OF PULLED CONSENT ITEMS**

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

**7. BUSINESS ITEMS:** Items where Board action is called for.

- A. Local Fire Code Update, Ordinance No. 2019-01  
(Action Required: Open Public Hearing for first reading of proposed Ordinance No. 2019-01 providing revisions to the District's Fire Code)
- B. District Financial Audit for Fiscal Year 2018-19  
(Action Required: Receive draft report and presentation by Fedak and Brown, the District's independent Auditor; Adopt Audit Report or provide direction to staff and bring report back for Board consideration)
- C. State Water Subcontractors Advisory Committee, District Recommendation for County Participation in the Delta Conveyance Project Preliminary Planning Studies  
(Action Required: Receive Report and Provide Direction to Staff Regarding Participation in Preliminary Planning Studies at a District Share Cost of Approximately \$30,000 over the next 2 - 3 Fiscal Years)
- D. Award Design Contract for Phase III of the San Miguel Street Sewer Line Replacement Project  
(Receive Staff Report and Award Design Contract or Provide other Direction to Staff)
- E. Status Report on Cost of Services and Rate Study  
(Action Required: Receive Report and Provide Direction to Staff)

**8. COMMUNICATIONS/ COORESPONDENCE**

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.

**9. Adjourn to next "SPECIAL MEETING" scheduled meeting on Tuesday, December 10th, 2019.**

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, 100 San Luis 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.



**MINUTES OF REGULAR MEETING**  
**Avila Beach Community Services District**  
**Wednesday, August 14th, 2019**  
**11:00 A.M.**

**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 11:00 A.M. on the above date, in the Avila Beach Community Services District Building, 100 San Luis Street, Avila Beach, California.

**2. ROLL CALL**

Board Members Present:                   Pete Kelley  
  Lynn Helenius  
  Kristin Berry

Absent:                                        Ara Najarian

Staff Present:                               Brad Hagemann, General Manager and District Engineer  
  Kristi Dibbern, Accounting  
  Mike Seitz, Legal Counsel  
  Cara Aguiar, FRM Operations

**3. PUBLIC COMMENTS**

GM Hagemann announced that the San Luis Obispo Chapter of the California Special Districts Association will meet on Thursday, September 5<sup>th</sup> at Café Romo in San Luis Obispo from 12:00 to 2:00pm. The guest speaker is Congressman Salud Carbajal. Anyone interested in attending, please let Kristi know. The District will cover the cost of lunch. (\$20 preregistered or \$30 at the door).

**4. Sheriff’s Report: No Report.**

**Cal Fire:** Battalion Chief Lee from Cal Fire announced there has been relatively low fire activity in our area for this time of year. Staff changes include two people at Avila, now up to 4 fire fighters at the Shell Beach Station, and the Pismo Beach Station is fully staffed. The C-135 Tankers will remain in the area until the end of fire season. Brush clearing continues at the Bob Jones Trail and a second trail in the Diablo Canyon area. Crews will be working during the next couple of months in Pirates Cove and the Bay Estates to ensure trails for emergency exits are cleared. Chief Lee encouraged the Board and public to have “go bags” ready in the event of an emergency or fire, including one in the car and one at home. In order to be “Power Loss Ready” families are encouraged to have two (2) solid plans if you require medical assistance in case of power loss.

Chief Lee is attending the San Luis Obispo planning commission meeting to advocate widening the access road from Diablo Canyon out of Avila. Cal Fire believes this precautionary measure could save lives in the event of an emergency.

Legal Counsel, Mike Seitz mentioned that he attended a Sustainable Water Act workshop. He commented that the District is proactive and headed in the right direction regarding sustainable water.

## **5. Consent Items**

**Financial Report:** Income and expenses for the month of June were typical. Expenses were very high in July but typical for the first month of the fiscal year. Expenses included \$136,000 in water contract expenses; \$216,000 for annual Cal Fire Contract. Vice President Helenius asked questions regarding the credit card fees. After some discussion, the Board directed staff to bring back an analysis of credit card fees at a future Board Meeting.

**General Manager Report:** GM Hagemann reported the Wednesday, July 17th Special Meeting for the District was cancelled. Mr. Howard Kennett is scheduled to be appointed by the San Luis Obispo Board of Supervisors to the ABCSD Board at the Aug 20, Board of Supervisors Meeting. Mr. Kennett will join our Board at the September Board meeting. President Kelley inquired about the use of the Senate Bill 1090, Diablo Settlement Money and if there were any restrictions on how the money can be used. GM Hagemann explained that there are no specific restrictions for the use of the funds and that they can be used in the same way the current tax revenues are used.

The motion was made by Director Helenius to accept the Consent Items and seconded by Director Berry. The motion passed with a roll call vote 3-0.

AYES: Lynn Helenius  
Kristin Berry  
Pete Kelley

NOES: None

ABSENT: Ara Najarian

## **5. DISCUSSION OF PULLED CONSENT ITEMS**

None.

## **6. BUSINESS ITEMS:**

**A. Status Report for San Miguel Sewer Line Replacement Project** – GM Hagemann summarized the staff report noting that Garing, Taylor and Associate’s Draft Report provides several options and associated cost estimates for this project. The most cost-effective alternative appears to be to install an Alternative Force main through the Port San Luis Parking lot at a cost of around \$150,000. Other alternatives to improve the Line in San Miguel Street are on the order of \$500,000. Staff has not had an opportunity to fully review the report and provide comments to GTA. GTA will final their report by the end of August and staff will bring this item back to the September meeting.

**B. Garbage Rate Increase** – GM Hagemann noted that this was an information item regarding the background and status of South County Sanitation Service’s (SCSS’s) request for a rate increase. SCSS initially issued a Hearing Notice for July 17, 2019 but they noticed that they had used the incorrect current monthly rates for residential customers in their Notice. Therefore, SCSS requested the District cancel the July 17, Hearing. They sent a corrected 45 day Hearing Notice for a Public Hearing on September 12, 2019.

- C. **WWTP Redundancy/Improvement Project** – GM Hagemann summarized the Staff Report and discussed several of the key milestones for the Project including:
- Preliminary Engineering Report. Geotechnical field work was completed July, 24<sup>th</sup>. The draft Geotech report is due August 22<sup>nd</sup>. The Preliminary Engineering report is due October 11<sup>th</sup>.
  - Project Funding Options. GM Hagemann attended the Project Funding Fair and consulted with the CSDA as well as the SESLOC Branch Manager in San Luis. The best option appears to be CSDA Finance Corporation. A new quote was just given for 3.75% for 20 years with early pay-off available after 10 years. Board directed Staff to run cost analysis for funding 50% of the total cost of the WWTP Redundancy Project and bring it back to the next Board Meeting in September for discussion.
  - Permitting and PG&E Coordination. GM Hagemann noted he is working with PG&E, as well as, County Planning staff to get the application process completed for the WWTP Project.
  - Contract Project Management Assistance. GM Hagemann reminded the Board that due to the size and complexity of this project, the District will need to retain project and construction management assistance. Legal Counsel Seitz noted that it is in the District's best interest to retain qualified professional assistance for a project of this nature. Hagemann noted that he had talked with Hollenbeck Consulting to assist with this project. The Board directed Staff to further discuss the Project with Hollenbeck Consulting and bring the item back to a future Board meeting.

Vice President Helenius inquired about the Port's timeline for construction of the Recreational Vehicle project. Hagemann stated the Port's RV project was moving forward slower than anticipated but all Agreements have been signed and preliminary earthwork is underway. Wastewater flows from the Port will increase as the RV Park is phased in and completed. The WWTP should be able to adequately handle the flows and additional organic loading. The Redundancy/Improvement project will provide needed improvements to the influent wet well and provide a highly quality effluent, ensuring consistent permit compliance.

## 7. **Communications/Correspondence**

8. **ADJOURNMENT:** The meeting was adjourned at 12:30 p.m.

**The next regular meeting of the Avila Beach Community Services District is scheduled for Thursday, September 12, 2019 at 12:30 PM at 100 San Luis Street, Avila Beach.**

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





**MINUTES OF REGULAR MEETING  
Avila Beach Community Services District  
Wednesday, September 12, 2019  
12:30 P.M.**

**1. CALL TO ORDER**

President Pete Kelley called the “Special Meeting” of the Board of Directors of the Avila Beach Community Services District, to order at 12:30 P.M. on the above date, in the Avila Beach Community Services District Building, 100 San Luis Street, Avila Beach, California.

**2. ROLL CALL**

Board Members Present:                   Pete Kelley  
  Lynn Helenius

Absent:   Kristin Berry  
  Ara Najarian

Staff Present:                               Brad Hagemann, General Manager and District Engineer  
  Kristi Dibbern, Accounting  
  Mike Seitz, Legal Counsel  
  Carina Butler, FRM Operations

**3. PUBLIC COMMENTS**

**Howie Kennett took the Oath of Office and joined the Directors’ table.**

Howie Kennett replaced Director Eric DeWeese and will complete his term of office. His term will end December 2020.

California Special District Association sent an email, urging members to oppose AB 1184. Legal Counsel Seitz commented that the bill should be vetoed. The bill actually reduces transparency instead of increasing it. Consensus of the Board was to support vetoing the bill.

**Director Ara Najarian joined the meeting at 12:38pm**

Legal Counsel Seitz attended an Equality Act seminar. President Kelley & GM Hagemann attended CSDA Meeting on Sept. 5<sup>th</sup> at Café Roma where Congressman Salud Carbajal was the guest speaker.

**4. Sheriff’s Report:** Commander Justin Nelson reported 142 calls for service of those 21 reports were generated. There were two calls for assault/domestic violence issues, eleven calls for disturbance of the peace, three calls for burglary (vehicles), and four calls for thefts. The sheriff assisted CalFire at Cave Landing where a stolen firearm was confiscated and it turned out it was retrieved from the owner who had not reported it found. Family Day will be held at Madonna Meadows on September 14<sup>th</sup>, 2019. San Luis Obispo Sheriff’s Advisory Foundation (SAFSLO) is hosting the event from 8 a.m. – 5 p.m.. Commander Nelson also urged the Board and public to add the Smart911 App to their phones. It is a great tool in the case of an emergency.

**Cal Fire:** No report

**5. Consent Items**

Legal Counsel Seitz informed the Board that the August 14<sup>th</sup>, Special Meeting Minutes must be approved at the next meeting.

Director Helenius questioned the Water Deposit Refunds issued to past and present water customers. Staff addressed the question by explaining that if the customer was in good standing or had moved the Water Deposits ranging in price from \$20 -\$60 were being refunded to clean up the financials at the request of the auditors.

As follow-up to last month's discussion, General Manager Hagemann, prepared a Profit and Loss Statement for the months of July and August 2019 in order to provide detailed expenses associated with credit card payments for water and sewer bills (report attached). Based on just two months of data, it appears the cost of accepting credit cards is approximately \$450 per month. The costs are based on a percent of the dollar amount and the number of customers who use a credit card. Based on the limited data, it appears approximately 60% of the District customers use a credit card to pay their bill. Staff will continue to track costs associated with use of credit cards and also coordinate with other local District's that accept credit cards to determine their costs and most importantly whether the Districts are charging the customer a "convenience fee" to cover the credit card processing fees. Staff will bring this item back at a future Board meeting for further discussion and possible action regarding adding a customer convenience fee to credit card transactions.

The motion was made by Director Helenius to accept the Consent Items with the exception of the August 14<sup>th</sup> Special Meeting Minutes, and was seconded by Director Kennett. The motion passed with a roll call vote 4-0.

AYES: Lynn Helenius  
Howie Kennett  
Pete Kelley  
Ara Najarian

NOES: None

ABSENT: Kristin Berry

**5. DISCUSSION OF PULLED CONSENT ITEMS**

Minutes from August 14<sup>th</sup>, 2019 were pulled from Consent Items.

**6. BUSINESS ITEMS:**

**A. Garbage Rate Increase** – GM Hagemann noted that this is South County Sanitation Service's (SCSS's) request for a rate increase by adopting Resolution 2019-07. Jeff Smith presented on behalf of South County Sanitation.

President Kelley OPENED the Public Hearing.



Sylvia Alcon submitted a written protest. Anne Brown, Avila Beach complimented South County Sanitation on the courteous truck drivers. However, she protested the proposed increase for the 2<sup>nd</sup> year, FY 2021-2022. Anne believes the approval should be for 1 year. At the end of the presentation Anne Brown, withdrew her protest due to a better understanding of the Prop 218 process and expense that accompanies a rate study.

President Kelly CLOSED the Public Hearing.

After much discussion, the motion was made by Director Helenius to adopt Resolution 2019-07 supporting the rate increase for South Country Sanitation Service. It was seconded by Director Kennett and passed with a roll call vote 3-1.

AYES: Lynn Helenius  
Pete Kelley  
Howie Kennett

NOES: Ara Najarian

ABSENT: Kristin Berry

At this time President Kelley switched Action Items: "B" and "C" on the agenda to accommodate guest speakers Ronald Reilly and Tony Coscia of Garing Taylor and Associates.

**C. Status Report for San Miguel Sewer Line Replacement Project** – GM Hagemann summarized the staff report noting that Garing, Taylor and Associate's Draft Report provides several options and associated cost estimates for this project. The most cost-effective alternative appears to be to install an Alternative Force main through the Port San Luis Parking lot at a cost of around \$150,000. Other alternatives to improve the sewer line on San Miguel Street are nearly \$500,000. Ronald Reilly and Tony Coscia from Garing Taylor and Associates provided an analysis of options for the Board to consider. GM Hagemann explained why the District is replacing the line. He explained the slope of the line, condition of pipe, size of the pipe, and broken collars are all factors indicating a replacement is needed. Rain water is also making its way into the pipe. The San Miguel pipeline is overwhelmed when lift station is running. Taking the load off the lift station, and reducing the flow into the pipe under San Miguel Street is the goal of the project. The Board directed staff to pursue the county process regarding easements, and plans. Garing, Taylor and Associates will bring back a proposal for consideration for Phase III (construction plans and specifications) at a future meeting.

**B. Update Schedule for Regular Board of Directors Meetings**

The Board of Directors currently have Regular Meetings on the second Wednesday of the month at 11:00 AM. Director Kennett recently joined the Board of Directors and his work schedule makes it difficult for him to attend the Wednesday meetings. However, he is normally off work on Tuesdays and would be available to regularly attend a Tuesday meeting. Staff has discussed available/preferred Board meeting dates and times with Board members and it appears moving the Regular Meetings to the second Tuesday of the month at 1:00 PM will reasonably work for all of the Directors. In addition, staff recommends the

Board consider reducing the number of Board meetings from 12 per year to 9 or 10 per year. Over the past several years the Board has needed to cancel meetings due to lack of a quorum or not having any essential business items for August & December. Staff will bring the amended By-Laws back to the Board for formal adoption at a future meeting. It was agreed that the second Tuesday of the month at 1:00 p.m. would be the meeting day and time for future meetings.

**D. Fluid Resources Management Operation and Maintenance Contract Renewal**

The adopted FY 2019/20 budget anticipated extending the O&M contract for FY 2019/20 with a 3% - 5% Consumer Price Index (CPI) increase in accordance with the contract provisions. District staff recently met with FRM Operations and Maintenance staff and both parties have no objection to renewing the contract for another year. Unless the Board desires to change the O & M model for the District's water and wastewater systems, staff recommended the District renew the existing contract for another year under the same terms and conditions, extending the expiration date to November 1, 2020.

The motion was made by Director Helenius to renew the Contract for another year; motion was seconded by Director Kennett. The motion passed with a roll call vote 4-0.

AYES: Lynn Helenius  
Howie Kennett  
Pete Kelley  
Ara Najarian

NOES: None

ABSENT: Kristin Berry

**E. Award Contract for Project Management Assistance for the WWTP Redundancy Project.** At the August 14, 2019 Board meeting staff discussed the need to bring on contract engineering services to support the Wastewater Treatment Plant project. Staff recommended the Board consider retaining Hollenbeck Consulting to provide project management support and eventually construction management support services. The Board and District legal counsel agreed that it would be appropriate for the District to retain contract engineering support for the WWTP project. The Board directed staff to bring an item back to Board to formally approve the engineering support services. A motion was made by Director Kelley to retain contract engineering support from Hollenbeck Consulting for the not to exceed amount of \$30,000 for the WWTP. It was seconded by Director Helenius. The motion passed with a roll call vote 4-0.

AYES: Pete Kelley  
Lynn Helenius  
Ara Najarian  
Howie Kennett

NOES: None

ABSENT: Kristin Berry

7. **Communications/Correspondence**

8. **ADJOURNMENT:** The meeting was adjourned at 3:05p.m.

**The next regular meeting of the Avila Beach Community Services District is scheduled for October 8th, 2019 at 12:30 PM at 100 San Luis Street, Avila Beach.**

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: November 12, 2019

SUBJECT: Monthly Financial Review for September 2019

**Recommendation:**

Receive and file report.

**Overall Monthly Summary**

During the month of September, the District deposited \$105,007.38 and incurred \$76,322.44 in expenses (cash basis). Income for September included \$21,974.27 in County tax income and \$79,086.38 in monthly water and sewer fees.

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

**Utility Service Billing**

The District billed approximately \$89,812.10 in water and sewer service charges in September. Customer Rate Assistance reduced billing charges to the District in the amount of \$836.00 in September.

**Operation and Maintenance**

The Fluid Resource Management (FRM) Statement for September 2019 is included

October financials will be available in the office by November 17<sup>th</sup>, 2019.

Avila Beach Community Services District  
**Profit & Loss**  
 September 2019

	<u>Sep 19</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4000 · Income Summary	
4010 · Operating Revenue	79,086.38
4012 · Solid Waste Franchise Fee	2,911.98
4020 · Contract Services-Ambulance	1,034.75
4030 · County Taxes	21,974.27
	<hr/>
<b>Total 4000 · Income Summary</b>	105,007.38
	<hr/>
<b>Total Income</b>	105,007.38
	<hr/>
<b>Gross Profit</b>	105,007.38
	<hr/>
<b>Expense</b>	
6149 · Rate Study	6,244.26
5100 · Merchant Credit Card Fees	
5110 · Amex	12.15
5120 · Chase Paymentech	101.71
5130 · Discover, Mastercard, Visa	39.95
5140 · Invoice Cloud	417.84
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<b>Total 5100 · Merchant Credit Card Fees</b>	571.65
	<hr/>
5200 · Payroll Expenses	
5210 · Gross Wages	
5211 · Regular Pay	3,458.90
5012 · Holiday Pay	176.70
5014 · Sick Pay	0.00
5016 · Vacation Pay	0.00
	<hr/>
<b>Total 5210 · Gross Wages</b>	3,635.60
	<hr/>
5230 · Payroll Taxes	61.42
	<hr/>
5240 · Health & Medical Exp.	
5242 · Health Ins / Other	600.00
	<hr/>
<b>Total 5240 · Health &amp; Medical Exp.</b>	600.00
	<hr/>
5250 · PERS Company Pd Expense	
5256 · PERS Co Pd Kristi	287.70
	<hr/>
<b>Total 5250 · PERS Company Pd Expense</b>	287.70
	<hr/>
5280 · Payroll Administration & Misc.	117.12
	<hr/>
<b>Total 5200 · Payroll Expenses</b>	4,701.84
	<hr/>
6000 · Administrative Overheads	
6102 · Accounting	220.00
6103 · Accounting Audit	3,150.00



Avila Beach Community Services District  
**Profit & Loss**  
September 2019

	<u>Sep 19</u>
6117 · Billing Software & Service	152.47
6120 · Dues & Subscriptions	700.00
6135 · Legal	530.00
6140 · Office Supplies & Postage	
6142 · Postage & Shipping	12.30
6143 · Supplies, Office	235.38
<b>Total 6140 · Office Supplies &amp; Postage</b>	<b>247.68</b>
6150 · Rate Assistance	836.00
6160 · Training	750.00
6170 · Website	200.00
<b>Total 6000 · Administrative Overheads</b>	<b>6,786.15</b>
<b>6500 · Operating Expenses</b>	
6502 · Benthic Monitoring	10,915.18
6503 · Chemicals	3,221.52
6505 · Contract Labor O & M	19,021.24
6506 · Contract Labor GM	3,045.00
6507 · Contract Labor Civil Engineer	3,045.00
6520 · Equipment Repair & Maint.	
6524 · Equip. Rep. & Maint. Avila Only	40.00
6520 · Equipment Repair & Maint. - Other	2,861.21
<b>Total 6520 · Equipment Repair &amp; Maint.</b>	<b>2,901.21</b>
6530 · Generator Maintenance	4,528.89
6535 · Insurance P/L	1,323.04
6540 · Lab Tests	3,068.90
6542 · Maintenance	258.87
6550 · Operating Supplies	180.20
6565 · Regulatory Compliance	432.60
6567 · Repairs, Building	195.79
6580 · Solids Handling	1,445.00
6585 · Telephone / Internet	273.50
6590 · Utilities	4,162.60
<b>Total 6500 · Operating Expenses</b>	<b>58,018.54</b>
<b>Total Expense</b>	<b>76,322.44</b>
<b>Net Ordinary Income</b>	<b>28,684.94</b>
<b>Other Income/Expense</b>	
<b>Other Expense</b>	
8200 · Non-Operating Expenses	
8230 · Capital Purchases in Prog Sani	
8245 · WWTP Improvement Project	
8245b · WWTP Phase I Design	18,807.64

	<u>Sep 19</u>
Total 8245 · WWTP Improvement Project	18,807.64
8246 · WW Sewer Line Rplmt San Miguel	<u>1,570.00</u>
Total 8230 · Capital Purchases in Prog Sani	20,377.64
Total 8200 · Non-Operating Expenses	<u>20,377.64</u>
Total Other Expense	<u>20,377.64</u>
Net Other Income	<u>-20,377.64</u>
Net Income	<u><u>8,307.30</u></u>

Avila Beach Community Services District  
**Profit & Loss - Current & Prior Month**  
 August through September 2019

	Aug 19	Sep 19	TOTAL
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4000 · Income Summary			
4010 · Operating Revenue	87,321.37	79,086.38	166,407.75
4012 · Solid Waste Franchise Fee	0.00	2,911.98	2,911.98
4020 · Contract Services-Ambulance	0.00	1,034.75	1,034.75
4030 · County Taxes	73,510.31	21,974.27	95,484.58
4050 · Harbor Charges			
4052 · Front Street Lighting	207.00	0.00	207.00
4053 · WWTP O&M	21,458.00	0.00	21,458.00
<b>Total 4050 · Harbor Charges</b>	<b>21,665.00</b>	<b>0.00</b>	<b>21,665.00</b>
<b>Total 4000 · Income Summary</b>	<b>182,496.68</b>	<b>105,007.38</b>	<b>287,504.06</b>
<b>Total Income</b>	<b>182,496.68</b>	<b>105,007.38</b>	<b>287,504.06</b>
<b>Gross Profit</b>	<b>182,496.68</b>	<b>105,007.38</b>	<b>287,504.06</b>
<b>Expense</b>			
6149 · Rate Study	0.00	6,244.26	6,244.26
5100 · Merchant Credit Card Fees			
5110 · Amex	9.45	12.15	21.60
5120 · Chase Paymentech	134.04	101.71	235.75
5130 · Discover, Mastercard, Visa	39.95	39.95	79.90
5140 · Invoice Cloud	266.52	417.84	684.36
<b>Total 5100 · Merchant Credit Card Fees</b>	<b>449.96</b>	<b>571.65</b>	<b>1,021.61</b>
5200 · Payroll Expenses			
5210 · Gross Wages			
5211 · Regular Pay	3,489.82	3,458.90	6,948.72
5012 · Holiday Pay	0.00	176.70	176.70
5014 · Sick Pay	0.00	0.00	0.00
5016 · Vacation Pay	117.80	0.00	117.80
<b>Total 5210 · Gross Wages</b>	<b>3,607.62</b>	<b>3,635.60</b>	<b>7,243.22</b>
5230 · Payroll Taxes	61.01	61.42	122.43
5240 · Health & Medical Exp.			
5242 · Health Ins / Other	600.00	600.00	1,200.00
<b>Total 5240 · Health &amp; Medical Exp.</b>	<b>600.00</b>	<b>600.00</b>	<b>1,200.00</b>
5250 · PERS Company Pd Expense			
5256 · PERS Co Pd Kristi	323.49	287.70	611.19
<b>Total 5250 · PERS Company Pd Expense</b>	<b>323.49</b>	<b>287.70</b>	<b>611.19</b>
5280 · Payroll Administration & Misc.	104.12	117.12	221.24

Avila Beach Community Services District  
**Profit & Loss - Current & Prior Month**  
 August through September 2019

	Aug 19	Sep 19	TOTAL
<b>Total 5200 · Payroll Expenses</b>	4,696.24	4,701.84	9,398.08
<b>6000 · Administrative Overheads</b>			
6102 · Accounting	1,935.00	220.00	2,155.00
6103 · Accounting Audit	1,163.00	3,150.00	4,313.00
6117 · Billing Software & Service	346.79	152.47	499.26
6120 · Dues & Subscriptions	14.99	700.00	714.99
6135 · Legal	1,463.00	530.00	1,993.00
6140 · Office Supplies & Postage			
6142 · Postage & Shipping	11.00	12.30	23.30
6143 · Supplies, Office	22.98	235.38	258.36
<b>Total 6140 · Office Supplies &amp; Postage</b>	33.98	247.68	281.66
6150 · Rate Assistance	855.00	836.00	1,691.00
6160 · Training	40.00	750.00	790.00
6170 · Website	200.00	200.00	400.00
<b>Total 6000 · Administrative Overheads</b>	6,051.76	6,786.15	12,837.91
<b>6500 · Operating Expenses</b>			
6502 · Benthic Monitoring	0.00	10,915.18	10,915.18
6503 · Chemicals	5,485.24	3,221.52	8,706.76
6505 · Contract Labor O & M	19,021.24	19,021.24	38,042.48
6506 · Contract Labor GM	3,475.00	3,045.00	6,520.00
6507 · Contract Labor Civil Engineer	8,405.00	3,045.00	11,450.00
6520 · Equipment Repair & Maint.			
6522 · Equip. Rep. & Maint-Avila & HD	9,545.88	0.00	9,545.88
6524 · Equip. Rep. & Maint. Avila Only	40.00	40.00	80.00
6520 · Equipment Repair & Maint. - Other	0.00	2,861.21	2,861.21
<b>Total 6520 · Equipment Repair &amp; Maint.</b>	9,585.88	2,901.21	12,487.09
6530 · Generator Maintenance	0.00	4,528.89	4,528.89
6535 · Insurance P/L	1,323.04	1,323.04	2,646.08
6540 · Lab Tests	3,590.80	3,068.90	6,659.70
6542 · Maintenance	165.00	258.87	423.87
6550 · Operating Supplies	104.32	180.20	284.52
6565 · Regulatory Compliance	0.00	432.60	432.60
6567 · Repairs, Building	170.00	195.79	365.79
6580 · Solids Handling	2,540.00	1,445.00	3,985.00
6585 · Telephone / Internet	510.77	273.50	784.27
6590 · Utilities	4,009.87	4,162.60	8,172.47
<b>Total 6500 · Operating Expenses</b>	58,386.16	58,018.54	116,404.70
<b>Total Expense</b>	69,584.12	76,322.44	145,906.56
<b>Net Ordinary Income</b>	112,912.56	28,684.94	141,597.50
<b>Other Income/Expense</b>			



Avila Beach Community Services District  
**Profit & Loss - Current & Prior Month**  
August through September 2019

	Aug 19	Sep 19	TOTAL
<b>Other Income</b>			
7200 · Non-Operating Income			
7210 · Connection Fees	36,941.00	0.00	36,941.00
7220 · CIP Harbor	41,335.00	0.00	41,335.00
<b>Total 7200 · Non-Operating Income</b>	<b>78,276.00</b>	<b>0.00</b>	<b>78,276.00</b>
<b>Total Other Income</b>	<b>78,276.00</b>	<b>0.00</b>	<b>78,276.00</b>
<b>Other Expense</b>			
8200 · Non-Operating Expenses			
8230 · Capital Purchases in Prog Sani			
8245 · WWTP Improvement Project			
8245b · WWTP Phase I Design	2,340.68	18,807.64	21,148.32
8245d · WWTP Construction	2,500.00	0.00	2,500.00
<b>Total 8245 · WWTP Improvement Project</b>	<b>4,840.68</b>	<b>18,807.64</b>	<b>23,648.32</b>
8246 · WW Sewer Line Rplmt San Miguel	912.50	1,570.00	2,482.50
<b>Total 8230 · Capital Purchases in Prog Sani</b>	<b>5,753.18</b>	<b>20,377.64</b>	<b>26,130.82</b>
<b>Total 8200 · Non-Operating Expenses</b>	<b>5,753.18</b>	<b>20,377.64</b>	<b>26,130.82</b>
<b>Total Other Expense</b>	<b>5,753.18</b>	<b>20,377.64</b>	<b>26,130.82</b>
<b>Net Other Income</b>	<b>72,522.82</b>	<b>-20,377.64</b>	<b>52,145.18</b>
<b>Net Income</b>	<b>185,435.38</b>	<b>8,307.30</b>	<b>193,742.68</b>

Avila Beach Community Services District  
**Balance Sheet**  
As of September 30, 2019

	<u>Sep 30, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Cash Summary	
1005 · Customer Cash	390.00
1008 · Petty Cash	86.28
1010 · Pacific Premier Checking	739,276.33
1050 · LAIF	3,049,734.76
	<hr/>
<b>Total 1000 · Cash Summary</b>	<b>3,789,487.37</b>
	<hr/>
<b>Total Checking/Savings</b>	<b>3,789,487.37</b>
<b>Accounts Receivable</b>	
1200 · *Accounts Receivable	37,335.27
	<hr/>
<b>Total Accounts Receivable</b>	<b>37,335.27</b>
<b>Other Current Assets</b>	
<b>1250 · Receivables</b>	
1255 · Interest Receivable	5,144.80
1270 · Taxes Receivable	7,820.07
1280 · Water & Sewer Billings	122,685.67
	<hr/>
<b>Total 1250 · Receivables</b>	<b>135,650.54</b>
<b>1400 · Prepaid Summary</b>	
1410 · Prepaid Insurance	13,161.47
	<hr/>
<b>Total 1400 · Prepaid Summary</b>	<b>13,161.47</b>
	<hr/>
<b>Total Other Current Assets</b>	<b>148,812.01</b>
	<hr/>
<b>Total Current Assets</b>	<b>3,975,634.65</b>
<b>Fixed Assets</b>	
<b>1600 · Fixed Assets &amp; Acc. Depr.</b>	
<b>1605 · Office Equipment</b>	
1606 · Copier Samsung 2012	8,233.58
1609 · Office Equipment Accum Depr	-8,233.59
	<hr/>
<b>Total 1605 · Office Equipment</b>	<b>-0.01</b>
<b>1610 · Fixed Asset -Office &amp; Admin.</b>	
1612 · Office Furniture cost	9,973.79
1614 · Office Furniture Accum Dep.	-9,973.79
	<hr/>
<b>Total 1610 · Fixed Asset -Office &amp; Admin.</b>	<b>0.00</b>
<b>1620 · Fixed Assets - Sanitary</b>	
1622 · Land	60,314.10
<b>1626 · Collection Assets</b>	
1627 · Collection Assets Cost	1,318,875.26
1628 · Collect Assets Accum Depr	-399,237.22
	<hr/>
<b>Total 1626 · Collection Assets</b>	<b>919,638.04</b>
<b>1630 · Disposal Equipment</b>	

**Avila Beach Community Services District**  
**Balance Sheet**  
 As of September 30, 2019

	Sep 30, 19
1631 · Disposal Equip Cost	523,122.64
1632 · Disposal Equip Accum Depr	-264,042.83
Total 1630 · Disposal Equipment	259,079.81
1635 · Treatment Plant	
1636 · Treatment Plant Original	105,000.00
1637 · Treatment Plant Addition	2,049,098.30
1638 · Treatment Plant Accum Dep	-1,043,684.59
Total 1635 · Treatment Plant	1,110,413.71
1642 · Treatment Equipment	
1643 · Treatment Equip Cost	1,000,455.00
1644 · Treatment Equip Accum Depr	-524,698.87
1642 · Treatment Equipment - Other	205,485.61
Total 1642 · Treatment Equipment	681,241.74
Total 1620 · Fixed Assets - Sanitary	3,030,687.40
1650 · Fixed Assets - Water	
1652 · Equipment	
1653 · Equipment Cost	21,136.28
1654 · Equipment Accum Depr	-21,136.28
Total 1652 · Equipment	0.00
1656 · Distribution Assets	
1657 · Distribution Assets Cost	1,140,860.50
1658 · Dist Assets Accum Depr	-590,709.56
Total 1656 · Distribution Assets	550,150.94
Total 1650 · Fixed Assets - Water	550,150.94
1680 · Structures - Fixed Asset	
1681 · Structures GFAAG - Sani & FA	29,810.00
1682 · Gen / Fire Accum Dep	-29,810.00
Total 1680 · Structures - Fixed Asset	0.00
1690 · Construction in Progress	123,333.82
Total 1600 · Fixed Assets & Acc. Depr.	3,704,172.15
Total Fixed Assets	3,704,172.15
Other Assets	
1800 · Deferred Outflows of Resources	31,212.00
Total Other Assets	31,212.00
<b>TOTAL ASSETS</b>	<b>7,711,018.80</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	

Avila Beach Community Services District  
**Balance Sheet**  
As of September 30, 2019

	<u>Sep 30, 19</u>
2100 · Accounts Payable	54,714.97
<b>Total Accounts Payable</b>	<b>54,714.97</b>
<b>Other Current Liabilities</b>	
2200 · Payroll Liabilities	
2260 · Vacation Payable	557.75
2250 · PERS Liability	209.84
<b>Total 2200 · Payroll Liabilities</b>	<b>767.59</b>
2300 · Deposits Held	
2303 · Water Deposits Held	4,610.00
2305 · Connection Fees Held	0.01
<b>Total 2300 · Deposits Held</b>	<b>4,610.01</b>
<b>Total Other Current Liabilities</b>	<b>5,377.60</b>
<b>Total Current Liabilities</b>	<b>60,092.57</b>
<b>Long Term Liabilities</b>	
2400 · Net Pension Liability	136,401.00
2500 · Deferred Inflows of Resources	3,598.00
<b>Total Long Term Liabilities</b>	<b>139,999.00</b>
<b>Total Liabilities</b>	<b>200,091.57</b>
<b>Equity</b>	
3900 · Retained Earnings	7,625,045.45
Net Income	-114,118.22
<b>Total Equity</b>	<b>7,510,927.23</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>7,711,018.80</u></b>



**Avila Beach Community Services District**  
**Deposits by Fund**  
 September 2019

10/02/19

Type	Date	Memo	Split	Amount	Balance
<b>General / Admin</b>					
Deposit	09/10/2019	S L Ambulance Contract Services	1010 · Pacific Premier Che...	-1,034.75	-1,034.75
Deposit	09/12/2019	TCF FY20 Aug ME - IMPR # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier Che...	-342.72	-1,377.47
Deposit	09/24/2019	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier Che...	-7,359.07	-8,736.54
Total General / Admin					
<b>Lights</b>					
Deposit	09/12/2019	TCF FY20 Aug ME - IMPR # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier Che...	-24.48	-24.48
Deposit	09/24/2019	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier Che...	-525.65	-550.13
Total Lights					
<b>Sanitary</b>					
Deposit	09/01/2019	Sani Rec	1010 · Pacific Premier Che...	-345.50	-345.50
Deposit	09/01/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-345.50
Deposit	09/01/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-345.50
Deposit	09/01/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-345.50
Deposit	09/02/2019	Sani Rec	1010 · Pacific Premier Che...	-123.50	-469.00
Deposit	09/02/2019	Rate Assistance	1010 · Pacific Premier Che...	24.70	-444.30
Deposit	09/02/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-444.30
Deposit	09/02/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-444.30
Deposit	09/03/2019	Sani Rec	1010 · Pacific Premier Che...	-144.95	-589.25
Deposit	09/03/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-589.25
Deposit	09/03/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-589.25
Deposit	09/03/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-589.25
Deposit	09/04/2019	Sani Rec	1010 · Pacific Premier Che...	-1,605.58	-589.25
Deposit	09/04/2019	Rate Assistance	1010 · Pacific Premier Che...	37.05	-2,157.78
Deposit	09/04/2019	1/2 Other 1	1010 · Pacific Premier Che...	92.43	-2,065.35
Deposit	09/04/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-2,065.35
Deposit	09/05/2019	Sani Rec	1010 · Pacific Premier Che...	-210.20	-2,275.55
Deposit	09/05/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-2,275.55
Deposit	09/05/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-2,275.55
Deposit	09/05/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-2,275.55
Deposit	09/06/2019	Sani Rec	1010 · Pacific Premier Che...	-1,833.91	-4,109.46
Deposit	09/06/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-4,109.46
Deposit	09/06/2019	1/2 Other 1	1010 · Pacific Premier Che...	228.36	-3,881.10
Deposit	09/06/2019	1/2 Other 2	1010 · Pacific Premier Che...	209.00	-3,672.10
Deposit	09/07/2019	Sani Rec	1010 · Pacific Premier Che...	-231.70	-3,903.80
Deposit	09/07/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-3,903.80
Deposit	09/07/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-3,903.80
Deposit	09/07/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-3,903.80
Deposit	09/08/2019	Sani Rec	1010 · Pacific Premier Che...	-127.00	-4,030.80
Deposit	09/08/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-4,030.80
Deposit	09/08/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-4,030.80
Deposit	09/08/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-4,030.80

**Avila Beach Community Services District**  
**Deposits by Fund**  
 September 2019

10/02/19

Type	Date	Memo	Split	Amount	Balance
Deposit	09/09/2019	Sani Rec	1010 · Pacific Premier Che...	-1,844.05	-5,874.85
Deposit	09/09/2019	Rate Assistance	1010 · Pacific Premier Che...	24.70	-5,850.15
Deposit	09/09/2019	1/2 Other 1	1010 · Pacific Premier Che...	30.88	-5,819.27
Deposit	09/09/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-5,819.27
Deposit	09/10/2019	Sani Rec	1010 · Pacific Premier Che...	-836.55	-6,655.82
Deposit	09/10/2019	Rate Assistance	1010 · Pacific Premier Che...	37.05	-6,618.77
Deposit	09/10/2019	1/2 Other 1	1010 · Pacific Premier Che...	-154.38	-6,773.15
Deposit	09/10/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-6,773.15
Deposit	09/11/2019	Sani Rec	1010 · Pacific Premier Che...	-7,395.83	-14,168.98
Deposit	09/11/2019	Rate Assistance	1010 · Pacific Premier Che...	61.75	-14,107.23
Deposit	09/11/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-14,107.23
Deposit	09/11/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-14,107.23
Deposit	09/12/2019	Sani Rec	1010 · Pacific Premier Che...	-1,022.75	-15,129.98
Deposit	09/12/2019	Rate Assistance	1010 · Pacific Premier Che...	24.45	-15,105.53
Deposit	09/12/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-15,105.53
Deposit	09/12/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-15,105.53
Deposit	09/12/2019	TCF FY20 Aug ME - WASTE	1010 · Pacific Premier Che...	-490.53	-15,596.06
Deposit	09/13/2019	Sani Rec	1010 · Pacific Premier Che...	-123.50	-15,719.56
Deposit	09/13/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-15,719.56
Deposit	09/13/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-15,719.56
Deposit	09/13/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-15,719.56
Deposit	09/14/2019	Sani Rec	1010 · Pacific Premier Che...	-65.25	-15,784.81
Deposit	09/14/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-15,784.81
Deposit	09/14/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-15,784.81
Deposit	09/14/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-15,784.81
Deposit	09/15/2019	Sani Rec	1010 · Pacific Premier Che...	-74.10	-15,858.91
Deposit	09/15/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-15,858.91
Deposit	09/15/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-15,858.91
Deposit	09/15/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.01	-15,858.90
Deposit	09/16/2019	Sani Rec	1010 · Pacific Premier Che...	-10,244.70	-26,103.60
Deposit	09/16/2019	Rate Assistance	1010 · Pacific Premier Che...	12.35	-26,091.25
Deposit	09/16/2019	1/2 Other 1	1010 · Pacific Premier Che...	-24.80	-26,116.05
Deposit	09/16/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-26,116.05
Deposit	09/16/2019	Community Park Restrooms 8/1 - 8/28/19	1010 · Pacific Premier Che...	-898.56	-27,014.61
Deposit	09/17/2019	Sani Rec	1010 · Pacific Premier Che...	-4,087.32	-31,101.93
Deposit	09/17/2019	Rate Assistance	1010 · Pacific Premier Che...	12.35	-31,089.58
Deposit	09/17/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-31,089.58
Deposit	09/17/2019	1/2 Other 2	1010 · Pacific Premier Che...	53.00	-31,036.58
Deposit	09/18/2019	Sani Rec	1010 · Pacific Premier Che...	-4,377.89	-35,414.47
Deposit	09/18/2019	Rate Assistance	1010 · Pacific Premier Che...	12.35	-35,402.12
Deposit	09/18/2019	1/2 Other 1	1010 · Pacific Premier Che...	30.68	-35,371.44
Deposit	09/18/2019	1/2 Other 2	1010 · Pacific Premier Che...	-61.75	-35,433.19
Deposit	09/18/2019	ACH SLOCO booked separately Community Park Restroom 8/1 - 8/28/19	1010 · Pacific Premier Che...	898.56	-34,534.63
Deposit	09/19/2019	Sani Rec	1010 · Pacific Premier Che...	-470.34	-35,004.97
Deposit	09/19/2019	Rate Assistance	1010 · Pacific Premier Che...	12.35	-34,992.62
Deposit	09/19/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-34,992.62



**Avila Beach Community Services District**  
**Deposits by Fund**  
 September 2019

10/02/19

Type	Date	Memo	Split	Amount	Balance
Deposit	09/19/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-34,992.62
Deposit	09/20/2019	Sani Rec	1010 · Pacific Premier Che...	-247.00	-35,239.62
Deposit	09/20/2019	Rate Assistance	1010 · Pacific Premier Che...	61.75	-35,177.87
Deposit	09/20/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-35,177.87
Deposit	09/20/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-35,177.87
Deposit	09/23/2019	Sani Rec	1010 · Pacific Premier Che...	-61.75	-35,239.62
Deposit	09/23/2019	Rate Assistance	1010 · Pacific Premier Che...	12.35	-35,227.27
Deposit	09/23/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-35,227.27
Deposit	09/23/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-35,227.27
Deposit	09/24/2019	F:0895 A:0760 - CURR UNSECURED TAX	1010 · Pacific Premier Che...	-10,481.18	-45,708.45
Deposit	09/24/2019	Sani Rec	1010 · Pacific Premier Che...	-3,422.35	-49,130.80
Deposit	09/24/2019	Rate Assistance	1010 · Pacific Premier Che...	111.15	-49,019.65
Deposit	09/24/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-49,019.65
Deposit	09/24/2019	1/2 Other 2	1010 · Pacific Premier Che...	-49.31	-49,068.96
Deposit	09/25/2019	Sani Rec	1010 · Pacific Premier Che...	-1,776.65	-50,845.61
Deposit	09/25/2019	Rate Assistance	1010 · Pacific Premier Che...	12.35	-50,833.26
Deposit	09/25/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-50,833.26
Deposit	09/25/2019	1/2 Other 2	1010 · Pacific Premier Che...	-39.25	-50,872.51
Deposit	09/26/2019	Sani Rec	1010 · Pacific Premier Che...	-178.60	-51,051.11
Deposit	09/26/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-51,051.11
Deposit	09/26/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-51,051.11
Deposit	09/26/2019	1/2 Other 2	1010 · Pacific Premier Che...	-777.85	-51,828.96
Deposit	09/27/2019	Sani Rec	1010 · Pacific Premier Che...	0.00	-51,828.96
Deposit	09/27/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-51,828.96
Deposit	09/27/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-51,828.96
Deposit	09/27/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-51,828.96
Deposit	09/28/2019	Sani Rec	1010 · Pacific Premier Che...	-997.35	-52,826.31
Deposit	09/28/2019	Rate Assistance	1010 · Pacific Premier Che...	12.35	-52,813.96
Deposit	09/28/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-52,813.96
Deposit	09/28/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-52,813.96
Deposit	09/29/2019	Sani Rec	1010 · Pacific Premier Che...	-74.10	-52,888.06
Deposit	09/29/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-52,888.06
Deposit	09/29/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-52,888.06
Deposit	09/29/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-52,888.06
Deposit	09/30/2019	Sani Rec	1010 · Pacific Premier Che...	-123.50	-53,011.56
Deposit	09/30/2019	Rate Assistance	1010 · Pacific Premier Che...	24.70	-52,986.86
Deposit	09/30/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-52,986.86
Deposit	09/30/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-52,986.86
Deposit	09/30/2019	Sani Rec	1010 · Pacific Premier Che...	-483.27	-53,470.13
Deposit	09/30/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-53,470.13
Deposit	09/30/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-53,470.13
Deposit	09/30/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-53,470.13
Deposit	09/30/2019	\$ 3,069.26 CC BALANCE ADJ CCs	1010 · Pacific Premier Che...	-1,534.63	-55,004.76
Total Sanitary				-55,004.76	-55,004.76

**Avila Beach Community Services District**  
**Deposits by Fund**  
 September 2019

10/02/19

Type	Date	Memo	Split	Amount	Balance
<b>Solid Waste</b>					
Deposit	09/04/2019	Waste Connections Franchise Fee SW	1010 · Pacific Premier Che...	-1,718.44	-1,718.44
Deposit	09/30/2019	Waste Connections Franchise Fee SW	1010 · Pacific Premier Che...	-1,193.54	-2,911.98
<b>Total Solid Waste</b>					
				-2,911.98	-2,911.98
<b>Water</b>					
Deposit	09/01/2019	Water Rec	1010 · Pacific Premier Che...	-262.20	-262.20
Deposit	09/01/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-262.20
Deposit	09/01/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-262.20
Deposit	09/01/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-262.20
Deposit	09/02/2019	Water Rec	1010 · Pacific Premier Che...	-114.00	-376.20
Deposit	09/02/2019	Rate Assistance	1010 · Pacific Premier Che...	22.80	-353.40
Deposit	09/02/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-353.40
Deposit	09/02/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-353.40
Deposit	09/03/2019	Water Rec	1010 · Pacific Premier Che...	-114.00	-467.40
Deposit	09/03/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-467.40
Deposit	09/03/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-467.40
Deposit	09/03/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-467.40
Deposit	09/04/2019	Water Rec	1010 · Pacific Premier Che...	-1,693.97	-467.40
Deposit	09/04/2019	Rate Assistance	1010 · Pacific Premier Che...	34.20	-2,127.17
Deposit	09/04/2019	1/2 Other 1	1010 · Pacific Premier Che...	85.50	-2,041.67
Deposit	09/04/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-2,041.67
Deposit	09/05/2019	Water Rec	1010 · Pacific Premier Che...	-171.00	-2,212.67
Deposit	09/05/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-2,212.67
Deposit	09/05/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-2,212.67
Deposit	09/05/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-2,212.67
Deposit	09/06/2019	Water Rec	1010 · Pacific Premier Che...	-1,459.20	-3,671.87
Deposit	09/06/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-3,671.87
Deposit	09/06/2019	1/2 Other 1	1010 · Pacific Premier Che...	171.00	-3,500.87
Deposit	09/06/2019	1/2 Other 2	1010 · Pacific Premier Che...	171.00	-3,329.87
Deposit	09/07/2019	Water Rec	1010 · Pacific Premier Che...	-212.80	-3,542.67
Deposit	09/07/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-3,542.67
Deposit	09/07/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-3,542.67
Deposit	09/07/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-3,542.67
Deposit	09/08/2019	Water Rec	1010 · Pacific Premier Che...	-114.00	-3,656.67
Deposit	09/08/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-3,656.67
Deposit	09/08/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-3,656.67
Deposit	09/08/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-3,656.67
Deposit	09/09/2019	Water Rec	1010 · Pacific Premier Che...	-1,573.25	-5,229.92
Deposit	09/09/2019	Rate Assistance	1010 · Pacific Premier Che...	22.80	-5,207.12
Deposit	09/09/2019	1/2 Other 1	1010 · Pacific Premier Che...	28.50	-5,178.62
Deposit	09/09/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-5,178.62
Deposit	09/10/2019	Water Rec	1010 · Pacific Premier Che...	-752.40	-5,931.02
Deposit	09/10/2019	Rate Assistance	1010 · Pacific Premier Che...	34.20	-5,896.82
Deposit	09/10/2019	1/2 Other 1	1010 · Pacific Premier Che...	-146.12	-6,042.94



Avila Beach Community Services District

Deposits by Fund

September 2019

10/02/19

Type	Date	Memo	Split	Amount	Balance
Deposit	09/10/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-6,042.94
Deposit	09/11/2019	Water Rec	1010 · Pacific Premier Che...	-6,532.20	-12,575.14
Deposit	09/11/2019	Rate Assistance	1010 · Pacific Premier Che...	57.00	-12,518.14
Deposit	09/11/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-12,518.14
Deposit	09/11/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-12,518.14
Deposit	09/12/2019	Water Rec	1010 · Pacific Premier Che...	-923.40	-13,441.54
Deposit	09/12/2019	Rate Assistance	1010 · Pacific Premier Che...	24.45	-13,417.09
Deposit	09/12/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-13,417.09
Deposit	09/12/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-13,417.09
Deposit	09/12/2019	TCF FY20 Aug ME - IMPR # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier Che...	-122.40	-13,539.49
Deposit	09/13/2019	Water Rec	1010 · Pacific Premier Che...	-114.00	-13,653.49
Deposit	09/13/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-13,653.49
Deposit	09/13/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-13,653.49
Deposit	09/13/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-13,653.49
Deposit	09/14/2019	Water Rec	1010 · Pacific Premier Che...	-57.00	-13,710.49
Deposit	09/14/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-13,710.49
Deposit	09/14/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-13,710.49
Deposit	09/14/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-13,710.49
Deposit	09/15/2019	Water Rec	1010 · Pacific Premier Che...	-68.40	-13,778.89
Deposit	09/15/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-13,778.89
Deposit	09/15/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-13,778.89
Deposit	09/15/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.02	-13,778.87
Deposit	09/16/2019	Water Rec	1010 · Pacific Premier Che...	-8,288.75	-22,067.62
Deposit	09/16/2019	Rate Assistance	1010 · Pacific Premier Che...	11.40	-22,056.22
Deposit	09/16/2019	1/2 Other 1	1010 · Pacific Premier Che...	-24.80	-22,081.02
Deposit	09/16/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-22,081.02
Deposit	09/16/2019	Community Park Restrooms 8/1 - 8/28/19	1010 · Pacific Premier Che...	-615.60	-22,696.62
Deposit	09/16/2019	Front St Irrigation 8/1 - 8/28/19	1010 · Pacific Premier Che...	-889.20	-23,585.82
Deposit	09/16/2019	San Juan Irrigation 8/1 - 8/28/19	1010 · Pacific Premier Che...	-1,869.60	-25,455.42
Deposit	09/17/2019	Water Rec	1010 · Pacific Premier Che...	-4,969.50	-30,424.92
Deposit	09/17/2019	Rate Assistance	1010 · Pacific Premier Che...	11.40	-30,413.52
Deposit	09/17/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-30,413.52
Deposit	09/17/2019	1/2 Other 2	1010 · Pacific Premier Che...	57.00	-30,356.52
Deposit	09/18/2019	Water Rec	1010 · Pacific Premier Che...	-6,782.28	-37,138.80
Deposit	09/18/2019	Rate Assistance	1010 · Pacific Premier Che...	11.40	-37,127.40
Deposit	09/18/2019	1/2 Other 1	1010 · Pacific Premier Che...	28.50	-37,098.90
Deposit	09/18/2019	1/2 Other 2	1010 · Pacific Premier Che...	-57.00	-37,155.90
Deposit	09/18/2019	ACH SLOCO booked separately Community Park Restroom 8/1 - 8/28/19	1010 · Pacific Premier Che...	615.60	-36,540.30
Deposit	09/18/2019	ACH SLOCO booked separately Front St Irrigation 8/1 - 8/28/19	1010 · Pacific Premier Che...	889.20	-35,651.10
Deposit	09/18/2019	ACH SLOCO booked separately San Juan Park Irrigation 8/1 - 8/28/19	1010 · Pacific Premier Che...	1,869.60	-33,781.50
Deposit	09/19/2019	Water Rec	1010 · Pacific Premier Che...	-529.15	-34,310.65
Deposit	09/19/2019	Rate Assistance	1010 · Pacific Premier Che...	11.40	-34,299.25
Deposit	09/19/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-34,299.25
Deposit	09/19/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-34,299.25
Deposit	09/20/2019	Water Rec	1010 · Pacific Premier Che...	-311.00	-34,610.25
Deposit	09/20/2019	Rate Assistance	1010 · Pacific Premier Che...	57.00	-34,553.25

**Avila Beach Community Services District**  
**Deposits by Fund**  
 September 2019

10/02/19

Type	Date	Memo	Split	Amount	Balance
Deposit	09/20/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-34,553.25
Deposit	09/20/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-34,553.25
Deposit	09/23/2019	Water Rec	1010 · Pacific Premier Che...	-57.00	-34,610.25
Deposit	09/23/2019	Rate Assistance	1010 · Pacific Premier Che...	11.40	-34,598.85
Deposit	09/23/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-34,598.85
Deposit	09/23/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-34,598.85
Deposit	09/24/2019	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier Che...	-2,628.24	-37,227.09
Deposit	09/24/2019	Water Rec	1010 · Pacific Premier Che...	-3,978.22	-41,205.31
Deposit	09/24/2019	Rate Assistance	1010 · Pacific Premier Che...	102.60	-41,102.71
Deposit	09/24/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-41,102.71
Deposit	09/24/2019	1/2 Other 2	1010 · Pacific Premier Che...	-49.31	-41,152.02
Deposit	09/25/2019	Water Rec	1010 · Pacific Premier Che...	-1,561.80	-42,713.82
Deposit	09/25/2019	Rate Assistance	1010 · Pacific Premier Che...	11.40	-42,702.42
Deposit	09/25/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-42,702.42
Deposit	09/25/2019	1/2 Other 2	1010 · Pacific Premier Che...	-57.00	-42,759.42
Deposit	09/26/2019	Water Rec	1010 · Pacific Premier Che...	-296.40	-43,055.82
Deposit	09/26/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-43,055.82
Deposit	09/26/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-43,055.82
Deposit	09/26/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-43,055.82
Deposit	09/27/2019	Water Rec	1010 · Pacific Premier Che...	-573.15	-43,628.97
Deposit	09/27/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-43,628.97
Deposit	09/27/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-43,628.97
Deposit	09/27/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-43,628.97
Deposit	09/28/2019	Water Rec	1010 · Pacific Premier Che...	-877.80	-44,506.77
Deposit	09/28/2019	Rate Assistance	1010 · Pacific Premier Che...	11.40	-44,495.37
Deposit	09/28/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-44,495.37
Deposit	09/28/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-44,495.37
Deposit	09/29/2019	Water Rec	1010 · Pacific Premier Che...	-68.40	-44,563.77
Deposit	09/29/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-44,563.77
Deposit	09/29/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-44,563.77
Deposit	09/29/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-44,563.77
Deposit	09/30/2019	Water Rec	1010 · Pacific Premier Che...	-19.00	-44,582.77
Deposit	09/30/2019	Rate Assistance	1010 · Pacific Premier Che...	22.80	-44,559.97
Deposit	09/30/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-44,559.97
Deposit	09/30/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-44,559.97
Deposit	09/30/2019	Water Rec	1010 · Pacific Premier Che...	-483.27	-45,043.24
Deposit	09/30/2019	Rate Assistance	1010 · Pacific Premier Che...	0.00	-45,043.24
Deposit	09/30/2019	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-45,043.24
Deposit	09/30/2019	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-45,043.24
Deposit	09/30/2019	\$ 3,069.26 CC BALANCE ADJ CCS	1010 · Pacific Premier Che...	-1,534.63	-46,577.87
Total Water				-46,577.87	-46,577.87
<b>TOTAL</b>				<b>-113,781.28</b>	<b>-113,781.28</b>



**Avila Beach Community Services District**  
**Checks by Fund w/Accounts**  
 September 2019

10/02/19

Type	Date	Num	Name	Memo	Account	Amount	Balance
<b>General / Admin</b>							
Check	09/04/2019	2463	Hagemann & Associates	Civic Eng. Sanitary System	6506 · Contract Labor GM	3,045.00	3,045.00
Check	09/04/2019	EFT	Bankcard MTOT Disc	TIB merchant cc services	5130 · Discover, Masterca...	39.95	3,084.95
Check	09/05/2019	2469	Miners Ace Hardware	Supplies Office	6550 · Operating Supplies	19.36	3,104.31
Check	09/05/2019	2470	Fedak & Brown, LLP	Audit FY 2019/20 - August Fieldwork	6103 · Accounting Audit	3,150.00	6,254.31
Check	09/05/2019	2472	Nikki Engle Bookkeeping	Inv. 2196 8/30/19	6102 · Accounting	220.00	6,474.31
Check	09/05/2019	2474	Creative Technologies, Inc.	Inv. 4896 June Billing Run Date 7/1/19	6117 · Billing Software & S...	152.47	6,626.78
Check	09/05/2019	2477	Coastline Cleaning Co.	Office Maintenance for August	6542 · Maintenance	258.87	6,885.65
Check	09/05/2019		U.S. Postal Service	board packets	6142 · Postage & Shipping	12.30	6,897.95
Check	09/05/2019		American Express Discount	Amex	5110 · Amex	12.15	6,910.10
Check	09/05/2019	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymentech	16.99	6,927.09
Check	09/05/2019	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymentech	19.05	6,946.14
Check	09/06/2019		Calif Special Districts Association		6160 · Training	750.00	7,696.14
Check	09/09/2019	EFT	InvoiceCloud		5140 · Invoice Cloud	417.84	8,113.98
Check	09/10/2019	EFT	Cal Tec Computers	computer repairs	6524 · Equip. Rep. & Maint....	40.00	8,153.98
Check	09/10/2019	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymentech	10.52	8,164.50
Check	09/11/2019	2480	Shipsey & Seitz	Law Library	6135 · Legal	80.00	8,244.50
Check	09/11/2019	2480	Shipsey & Seitz	Prep & Attendance of Mtgs.	6135 · Legal	450.00	8,694.50
Check	09/12/2019	EFT	Public Employees Retirement S...	Kristi 8/16 - 8/31/19	2250 · PERS Liability	235.60	8,930.10
Check	09/12/2019	EFT	Public Employees Retirement S...	Kristi 8/16 - 8/31/19	5256 · PERS Co Pd Kristi	24.27	8,954.37
Check	09/12/2019	EFT	Public Employees Retirement S...	Kristi 9/1 - 9/15/19	2250 · PERS Liability	222.54	9,176.91
Check	09/12/2019	EFT	Public Employees Retirement S...	Kristi 9/1 - 9/15/19	5256 · PERS Co Pd Kristi	47.24	9,224.15
Check	09/12/2019	EFT	PERS	GASB Report Customer # 1674878206 l...	6120 · Dues & Subscriptions	700.00	9,924.15
Check	09/12/2019	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymentech	17.19	9,941.34
Check	09/15/2019	EFT	Charter	Acct #. 8245100980033571	6585 · Telephone / Internet	204.95	10,146.29
Check	09/17/2019	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymentech	12.19	10,158.48
Check	09/23/2019	EFT	PG&E	100 San Luis St.	6590 · Utilities	157.45	10,315.93
Check	09/23/2019	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymentech	25.77	10,341.70
Check	09/27/2019		Staples	acct # 6011 1000 6113 765	6143 · Supplies, Office	235.38	10,577.08
Check	09/30/2019	EFT	Digital Deployment	monthly ABCSD Streamline	6170 · Website	200.00	10,777.08
Total General / Admin						10,777.08	10,777.08
<b>Lights</b>							
Check	09/03/2019	EFT	PG&E	Colony Lights acct # 5992155362-0	6590 · Utilities	98.32	98.32
Check	09/03/2019	EFT	PG&E	Town Lights acct # 0690976984-3	6590 · Utilities	482.56	580.88
Check	09/05/2019	2471	Electricraft, Inc.	Inv. 13883 8.29.19 100 San Luis Street	6567 · Repairs, Building	195.79	776.67
Check	09/23/2019	EFT	PG&E	Front St. Lights acct# 5796765606-7	6590 · Utilities	323.95	1,100.62
Total Lights						1,100.62	1,100.62
<b>Sanitary</b>							
Check	09/02/2019	EFT	South County Sanitary Service	2 Yd Dumpster	6590 · Utilities	119.73	119.73
Check	09/04/2019	2463	Hagemann & Associates	General Manager Admin	6507 · Contract Labor Civil...	1,812.50	1,932.23
Check	09/04/2019	2464	Brenntag Pacific, Inc.	Inv. #3057497 8/21/19	6503 · Chemicals	1,335.05	3,267.28
Check	09/04/2019	2465	Tenera	E19927 7/15/19 Benthic Monitoring	6502 · Benthic Monitoring	10,915.18	14,182.46
Check	09/04/2019	2466	Michael Nunley & Assoc.	Inv # 6041 8.24.19 WWTP Design	8245b · WWTP Phase I D...	18,807.64	32,990.10

**Avila Beach Community Services District**  
**Checks by Fund w/Accounts**  
**September 2019**

10/02/19

Type	Date	Num	Name	Memo	Account	Amount	Balance
Check	09/05/2019	2467	Tuckfield & Associates, Inc.	Rate Study	6149 · Rate Study	3,022.13	36,012.23
Check	09/05/2019	2468	Abalone Coast Analytical, Inc.	Statement 4705 9/4/19	6540 · Lab Tests	3,068.90	39,081.13
Check	09/05/2019	2469	Miners Ace Hardware	Supplies WWTP	6550 · Operating Supplies	160.84	39,241.97
Check	09/05/2019	2473	San Luis Powerhouse, Inc.	Inv. 41711 8/28/19 Replace Radiator (Ha...	6530 · Generator Mainten...	4,528.89	43,770.86
Check	09/05/2019	2475	Speed's, Inc.	8/30/19 Inv. 16267	6580 · Solids Handling	1,445.00	45,215.86
Check	09/05/2019	2476	Garing, Taylor & Associates, Inc.	F18316 Monthly O & M Sanitary	8246 · WW Sewer Line Rp...	1,570.00	46,785.86
Check	09/05/2019	2478	Fluid Resource Management	A18552 Chemicals WWTP	6505 · Contract Labor O & M	14,267.81	61,053.67
Check	09/05/2019	2478	Fluid Resource Management	W18406 Manhole Ring Repair	6503 · Chemicals	463.47	61,517.14
Check	09/05/2019	2478	Fluid Resource Management	W18524 Influent Data Request for Rate ...	6520 · Equipment Repair ...	235.50	61,752.64
Check	09/05/2019	2478	Fluid Resource Management	W18578 Lift Station on First Street Pump...	6149 · Rate Study	100.00	61,852.64
Check	09/11/2019	2479	Brenntag Pacific, Inc.	Inv. #3057501 8/29/19	6520 · Equipment Repair ...	314.00	62,166.64
Check	09/14/2019	EFT	AT&T	acct # 287272916182 tablet 805 234-1720	6503 · Chemicals	1,412.36	63,579.00
Check	09/17/2019	EFT	AT&T	acct # x 0885 Internet	6585 · Telephone / Internet	23.55	63,602.55
Check	09/23/2019	EFT	PG&E	Lift Station acct# 6338432238-2	6585 · Telephone / Internet	45.00	63,647.55
Check	09/23/2019	EFT	PG&E	3rd & San Fran St. pump	6590 · Utilities	93.35	63,740.90
Check	09/30/2019		Charge Back	Charge Back Deposited Item Returned	6590 · Utilities	2,706.54	66,447.44
					1280 · Water & Sewer Billi...	75.00	66,522.44
						66,522.44	66,522.44
<b>Water</b>							
Check	09/04/2019	2463	Hagemann & Associates	Civic Eng. Water System	6507 · Contract Labor Civil...	1,232.50	1,232.50
Check	09/05/2019	2467	Tuckfield & Associates, Inc.	Rate Study	6149 · Rate Study	3,022.13	4,254.63
Check	09/05/2019	2478	Fluid Resource Management	F18316 Monthly O & M Water	6505 · Contract Labor O & M	4,753.43	9,008.06
Check	09/05/2019	2478	Fluid Resource Management	A18560 Chemicals Water	6503 · Chemicals	10.64	9,018.70
Check	09/05/2019	2478	Fluid Resource Management	W18395 Clay Valve Repair Tank #2	6520 · Equipment Repair ...	1,837.03	10,855.73
Check	09/05/2019	2478	Fluid Resource Management	W18431 Water Low Chlorine Residual	6520 · Equipment Repair ...	474.68	11,330.41
Check	09/05/2019	2478	Fluid Resource Management	W18524 Influent Data Request for Rate ...	6149 · Rate Study	100.00	11,430.41
Check	09/11/2019	2481	Creative Technologies, Inc.	Inv. 4834 Consumer Confidence Reports ...	6565 · Regulatory Complia...	432.60	11,863.01
Check	09/23/2019	EFT	PG&E	1717 Cave Landing Rd.	6590 · Utilities	180.70	12,043.71
Check	09/30/2019		Charge Back	Charge Back Deposited Item Returned	1280 · Water & Sewer Billi...	75.00	12,118.71
						12,118.71	12,118.71
<b>TOTAL</b>							<b>90,518.85</b>





# FLUID RESOURCE MANAGEMENT

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

Phone # 805.597.7100 Fax # 805.597.7171

# Statement

Date
10/1/19

California Certified Small Business #1120142

To:
Avila Beach Community Services District P.O. Box 309 100 San Luis Street Avila Beach, CA 93424

Amount Due	Amount Enc.
\$20,831.87	

Date	Transaction	Amount	Balance		
09/30/19	348F11001 Monthly OPS/Maint- INV #F18735. Orig. Amount \$19,021.24.	19,021.24	19,021.24		
08/31/19	348F11001 Monthly OPS/Maint:348FW11001 Water:348AW17001 Add Services water- INV #A18657. Orig. Amount \$175.55.	175.55	19,196.79		
08/31/19	348F11001 Monthly OPS/Maint:348FWW11001 Wastewater:348AWW17002 Add Services Wastewater- INV #A18656. Orig. Amount \$795.90.	795.90	19,992.69		
08/31/19	W18363 HMBP Map Update- INV #W18363. Orig. Amount \$475.00.	475.00	20,467.69		
09/20/19	W18592 Colony Drive Water Line- INV #W18592. Orig. Amount \$364.18.	364.18	20,831.87		
<b>CURRENT</b> <b>1-30 DAYS PAST DUE</b> <b>31-60 DAYS PAST DUE</b> <b>61-90 DAYS PAST DUE</b> <b>OVER 90 DAYS PAST DUE</b> <b>Amount Due</b>					
19,385.42	1,446.45	0.00	0.00	0.00	\$20,831.87




**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: November 12, 2019

SUBJECT: General Manager/District Engineer Report

**Zone 3 Technical Advisory Committee and Advisory Committee**

The Zone 3 Technical Advisory Committee (TAC) met on Wednesday, November 6th, 2019, at the Arroyo Grande City Hall offices. The Meeting agenda is attached to this report, the complete agenda packet was not available at the time this report was written but, will be available at the Board meeting.. As of this writing Lopez Lake is at an elevation of 491 feet, is at 53% of capacity and has approximately 26,000 acre feet of water in storage. In recent months, the main focus of the TAC has been working on modeling scenarios to support updates/changes to the existing Zone 3 Water Supply Contract.

The Zone 3 Advisory Committee is scheduled to next meet on November 14, 2019. Staff will have the Advisory Committee Agenda packet available for review at the November 12<sup>th</sup> Board meeting.

**Consumer Price Index Adjustment to Monthly Operations and Maintenance Contract Fee:**

District Operations and Maintenance contractor, Fluid Resources Management advised staff that, in accordance with the terms and conditions of our contract, the monthly fee will increase 3% starting on November 1, 2019. The increase is based on the last 12 months increase in Consumer Price Index for Los Angeles through September 2019. The monthly fee will increase from \$19,021 to \$19,592.

**FY 2019/20 Updated Estimated Tax Revenues**

On October 7, 2019, the County Auditor/Controller provided staff with an updated FY 2019-2020 Estimated Revenues and Assessed Values Memorandum. As discussed during the budget deliberation process, the District tax revenues have been increasing at a 4% - 6% annual rate for the last several years. This is due in part to the re-development and infill of lots within the District Service Area. The most recent memo estimates District fiscal year tax revenues at approximately \$670,000. The approved FY 2019/20 estimated tax revenues at \$660,000.



**SDRMA President's Acknowledgement Awards**

Staff is happy to report that the District once again received the President's Special Acknowledgement Award from Special District Risk Management Authority (SDRMA) for having no paid claims during the prior five consecutive years for our Workers' Compensation and Property/Liability Programs. The letters and awards are attached to this report.

**Special District Leadership Foundation, Education Allowance Fund Scholarship**

Staff is also happy to advise the Board that SDLF has awarded the District a \$525 scholarship to pay for the registration fees for Kristi to attend the Board Secretary Clerk Conference. That the good news, the bad news is that the 2-day conference starts on November 12, so Kristi will not be able to attend the Board of Directors meeting.



**ZONE 3  
TECHNICAL ADVISORY COMMITTEE**

**Wednesday November 6, 2019  
9:30 - 11:30 am**

**ARROYO GRANDE CITY HALL  
300 BRANCH STREET  
2<sup>nd</sup> FLOOR CONFERENCE ROOM**

**Agenda**

<b>1. Announcements</b>	<b>All</b>
<b>2. General Operations and Water Report</b> <ul style="list-style-type: none"> <li>• Summary Notes - October</li> <li>• Monthly Operations Report - October</li> <li>• Lopez Dam Storage Projections - October</li> </ul>	<b>Jill</b>
<b>3. FY 20/21 Proposed CIP Projects</b>	<b>Jill</b>
<b>4. AT&amp;T Cell Tower Site Lease - Update</b>	<b>Jill</b>
<b>5. Contract Changes Update</b> <ul style="list-style-type: none"> <li>• Scenario Modeling Update</li> </ul>	<b>D. Heimel</b>
<b>6. Future Agenda items?</b> <ul style="list-style-type: none"> <li>• AG Creek GSP Grant/Groundwater Modeling Updates</li> <li>• Cloudseeding Updates</li> <li>• Stored State Water in Lopez - Evaporation</li> <li>• Strategy for use of District Reserves</li> </ul>	<b>All</b>

Attachments to be distributed at meeting:

- A. Summary Notes – October
- B. Lopez Monthly Operations Report – October
- C. Lopez Reservoir Storage Projection Chart – October
- D. Draft FY 20/21 CIP Plan

*Next Meeting Date: December 11, 2019*

## ZONE 3

### TECHNICAL ADVISORY COMMITTEE

WEDNESDAY October 9, 2019 (9:00-11:00 AM)

#### SUMMARY NOTES - DRAFT

#### ARROYO GRANDE CITY HALL



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Attendees: Shane Taylor (Arroyo Grande), Ben Fine (Pismo), Greg Ray (Grover Beach), Jim Garing, Brad Hagemann (ABCSD), Vard Ikeda, John Wallace, Dan Heimel (WSC Inc.), Jill Ogren (PW Dept), Craig Kesler (PW Dept), Jenny Williamson (PW Dept).

#### 1. Announcements –

- Jill Ogren provided a Cloudseeding update – RFP was released and one bidder, North American Weather Consultants, offered a tentative 3-year bid. With the program starting on December 15<sup>th</sup>, 2019, year one with a 3.5-month program for \$233,000, year two with a 5-month program for \$307,000, and year three for \$318,000. Prices are not firm as negotiations are to still take place. The company stated the potential site east of Nipomo may be a partnered site with Santa Barbara for a minimal cost of \$6,000 (not included with bid pricings). Board of Supervisors will be meeting December 10<sup>th</sup> and Cloudseeding information will be presented to the Board at that time.
- Jill Ogren provided an update on the Lopez Bridge seismic retrofit. Project is going forward with construction in 2022 and currently released a draft Mitigated Negative Declaration (MND). Documents are available and can be submitted to agencies upon request.

#### 2. General Operations and Water Supply Report –

- Jill Ogren briefly discussed the Summary Notes from September's meeting. Jill was unable to review the notes and requested TAC members bring any corrections to her attention.
- Craig Kesler, CPO at Lopez WTP, reported that the Lake Elev. = 492.80 ft, Storage = 26,627 AF @ 54% capacity. Downstream releases are at 2.9 MGD (instantaneous reading); WTP at 4.2 MGD; SWP at 1.5 MGD. Rainfall to date 0 inches. Craig confirmed increasing State Water Production due to issues with the treatment plant's Equalization Basin. Craig discussed the failed EQ pumps 1 & 2. EQ pump one was returned after being at Perry's Electric for several weeks but would not work. Lopez staff found the wiring was different than it had been previously. Perry's came out to fix the issue and now there is a heavy vibration with that motor. The affected motor needed to be used as EQ pump two was in Bakersfield for repair, otherwise the plant would need to be shut down while both motor pumps are in for repairs. In the meantime, plant flow has been reduced while State Water has been increased in order to decrease the amount of vibration and frequency of use with EQ pump one.
- Jim Garing noted the PG&E power shut off in Northern California and asked if the Lopez Water Treatment Plant's standby generator was run periodically. Craig confirmed the standby generator runs every Tuesday and a load test is done annually. 1,500 – 2,000 gallons of diesel is onsite for the generator which equals out to 2-3 days of generator usage if power is shut off.
- City of Pismo is working with JB Dewar to utilize a generator and currently have 1,000 gallons of diesel with another 2,000 gallons to be delivered.
- Craig Kesler discussed small leak at Chlorine Dioxide tank, agencies were notified about taking the system offline to repair. Samples will be taken during the Free Chlorine period for elevated THMs. Parts have been ordered but have not been received yet.
- Craig Kesler discussed the trial period of using a Free Ammonia Analyzer and concerns regarding cyanide being produced as the byproduct. Due to the byproduct and not being able to dump it anywhere that is approved by regulators, regulators may not approve the use of Free Ammonia at the plant.
- Jill Ogren reviewed the Monthly Operations Report. State Water numbers for the month of September were not available yet. An updated report will be sent out later. Overall, everyone is still using their Entitlement water except for Oceano which is using Surplus water.



- Shane Taylor pointed out the comments section of the Monthly Operations Report regarding Oceano supplying State Water to Canyon Crest. Shane stated this is incorrect and needs to be adjusted. **Jill Ogren will verify corrections and fix the comment.**
- Jill Ogren reviewed the Storage Projections Chart. Jill noted the predicted rainfall for the month of October to be 0.30 with no precipitation received. Based on previous monthly precipitation numbers since April 2019, Zone 3 is behind on predicted precipitation.

### **3. FY 20/21 Budget Preparation Schedule –**

- Jill Ogren discussed the FY20/21 budget and walked TAC members through the process involved in how Zone 3 Budget is put together with input from Lopez Operations staff.
- Jill Ogren provided brief updates on the current Zone 3 Projects.
- Jill discussed the Floating Solar project status and noted that originally the panels would be anchored to the face of the terminal dam, however DSOD will not allow. Looking at options to anchor the panels vertically to the bottom of the reservoir. Still working through water quality issue associated with potential bird feces due to birds landing/nesting on the panels. County Environmental does not feel this will be a likely event.
- Jill discussed looking into storage for CSA12 utilizing an existing 1983 agreement between Avila Beach, San Miguelito, and Avila Valley Mutual Water Company that states if the Lopez treatment plant was down, the agencies would provide water to CSA 12. In addition, a tract map for Avila Valley Estates provided an easement for another tank and pipeline for the County's use which has not been utilized but could be to provide emergency storage for CSA 12. Staff will be investigating options with plant staff and the agencies.
- Jill Ogren will provide a spreadsheet for the FY 20/21 CIP budget with estimates at next month's meeting for TAC endorsement. Once approved by TAC, the FY 20/21 will be submitted to the Advisory Committee in November.

### **4. AT&T Cell Tower Site Lease Update –**

- Jill Ogren provided an update on the AT&T Cell Tower Site Lease. Currently the project is going through the Planning Department. Originally the site was going to be leased to AT&T for only their equipment, now the County's IT Department is partnering with AT&T to put County equipment on the leased site to improve communications and internet ability at the Park.
- Jill Ogren will review the lease details concerning the revenue and bring to TAC.

### **5. Contract Changes Update –**

- Jill Ogren announced that Dan Heimel has been enlisted to help with the coordination of the contract changes.
- Dan Heimel discussed the process overview of the contract changes (Western Hydrologics was on via conference call).
- Dan Heimel stated there was a meeting set for tomorrow, Thursday October 10th, with County Environmental, County Council and the technical consultants to discuss CEQA and how to approach the evaluation for this project. An understanding needs to be made that there will be no impact to downstream releases for a more expedient and lower level CEQ A evaluation. Once these strategies are developed, a more detailed contract language modification will take place and will then go to approval among agencies' Board of Supervisors and County Board of Supervisors.
- Dan Heimel stated the objective for the discussion today was to walk through the proposed scenarios and come to an agreement on what TAC wants to model for Western Hydrologics to move forward. A baseline scenario needs to be developed. One was previously developed, but some adjustments need to be made based on recent ongoing discussions with TAC. The baseline scenario needs to represent the reservoir would operate without Zone 3 Municipal storage. Once developed, another scenario can be created with Zone 3 Municipal storage so a comparison can be made to determine potential impacts.

- Dan Heimel covered the proposed order of usage for Zone 3 agencies in order to model how agencies will use their water supplies going into the future. Jill Ogren questioned if Arroyo Grande and Grover Beach agree to the proposed order of usage as both agencies do not use State Water and if it is their priority to use ground water first before using Lopez water. Shane stated that it would be the opposite for Arroyo Grande as they will use Lopez water prior to utilizing their ground water. Dan clarified that there would be an exception for Arroyo Grande based on their priority to use Lopez water first. Greg Ray stated that until Grover Beach can attain a booster pump for their turnout, Lopez water is a fixed delivery while managing ground water. Once a booster pump for their turnout is acquired, Grover Beach would operate their water the same way as Arroyo Grande. Dan Heimel noted that there needed to be some differentiation on water usage between the municipal demands and the methodology with and without storage.
- Jill Ogren asked how CSA12 would be handled for water delivery. Dan Heimel referred to the County in how to handle water delivery modeling for CSA12. Jill explained CSA12 currently utilizes State water first and then Lopez water as the secondary source.
- Dan Heimel discussed the interpolated demands and covered the overall demand for the agencies. The methodology proposed was taking the 2018 population and production developed and calculating the 2018 gallons per capita per day estimates and using 2035 population estimates to calculate 2035 demand. Then interpolate the 2018 and 2035 demands to create a line for every year. Jill asked if those calculations seem reasonable on the per gallons per person/capita. TAC deemed it reasonable.

#### **6. AG Creek HCP Habitat Survey Update –**

- John Wallace asked if the HCP survey proposal was submitted, Jill confirmed the proposal was submitted. Proposal was from 2016 but adjusted slightly, cost is ~\$90,000 and budgeted for FY 19/20
- Jill Ogren stated Katie Drexhage with County Environmental is still working on getting the contract approved at the Board of Supervisors for H.T. Harvey so they can start moving forward with the survey.
- Jill stated it would take a year to year and half to complete the studies.
- Greg Ray brought up a concern by State Parks stating there is a discrepancy with surface water in AG Creek.

#### **7. Agenda Items Next month –**

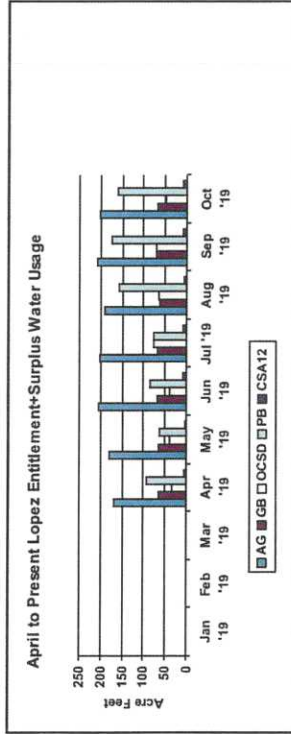
- AG Creek GSP Grant/Groundwater Modeling Updates
- Cloudseeding Updates
- Stored State Water in Lopez - Evaporation
- Strategy for use of District Reserves

**Next meeting November 6, 2019**



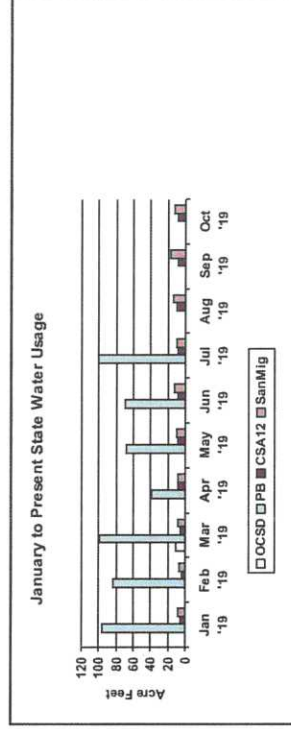
**San Luis Obispo County Flood Control and Water District**  
**Zone 3 - Lopez Project - Monthly Operations Report**  
**October, 2019**

Contractor	Lopez Water Deliveries										State Water Deliveries												
	This Month					April to Present					This Month					January to Present							
	Entl.	Surplus Water Declared	Surplus Requested	Total	Entitlement Usage	Surplus Usage	%	Entitlement Usage	Surplus Usage	%	Entitlement Usage	Surplus Usage	%	Annual Request	Usage	% of Annual Request	Change in Storage	SWP Deliveries	Usage	% of Annual Request	SWP Deliveries	Total Water Deliveries This Month	
Arroyo Grande	2290	378.00	0.00	2668.00	202.06	8.8%	0.00	1356.16	0.00	0.0%	59.2%	1356.16	50.8%	227	0.00	0.0%			10.98	4.8%		48.5	202.06
Occano CSD	303	50.00	400.00	353.00	0.00	0.0%	48.50	303.00	100.0%	17.0%	100.0%	370.88	105.1%	1120	0.00	0.0%			555.55	49.6%		67.11	160.74
Grover Beach	800	132.00	20.00	932.00	67.11	8.4%	0.00	461.42	0.0%	0.0%	57.7%	461.42	49.5%	27	8.51	31.5%			75.27	278.8%		18.18	160.74
Pismo Beach	892	147.00	200.00	1039.00	160.74	18.0%	0.00	805.09	90.3%	0.0%	90.3%	805.09	77.5%	127	11.92	9.4%			106.39	83.8%		11.92	11.92
CSA 12	245	40.00	0.00	285.00	9.67	3.9%	0.00	49.63	20.3%	0.0%	20.3%	49.63	17.4%	1501	20.43	1.4%			748.19	49.8%		508.51	202.06
<b>Total</b>	<b>4530</b>	<b>747.00</b>	<b>620.00</b>	<b>5277.00</b>	<b>439.58</b>	<b>9.7%</b>	<b>48.50</b>	<b>2975.30</b>	<b>65.7%</b>	<b>6.5%</b>	<b>65.7%</b>	<b>3043.18</b>	<b>57.7%</b>	<b>1501</b>	<b>20.43</b>	<b>1.4%</b>			<b>748.19</b>	<b>49.8%</b>		<b>626.00</b>	<b>508.51</b>



Note: Deliveries are in acre feet. One acre foot = 325, 850 gallons or 43, 560 cubic feet. Safe yield is 8,730 acre feet.

Lopez Dam Operations	This Month	Year to Date
Lake Elevation (full at 522.37 feet)	491.97	
Storage (full at 49200 acre feet)	26126	
Rainfall	0	0.00
Downstream Release (4200 acre feet/year)	287.25	1522.47
Spillage (acre feet)	0	0.00

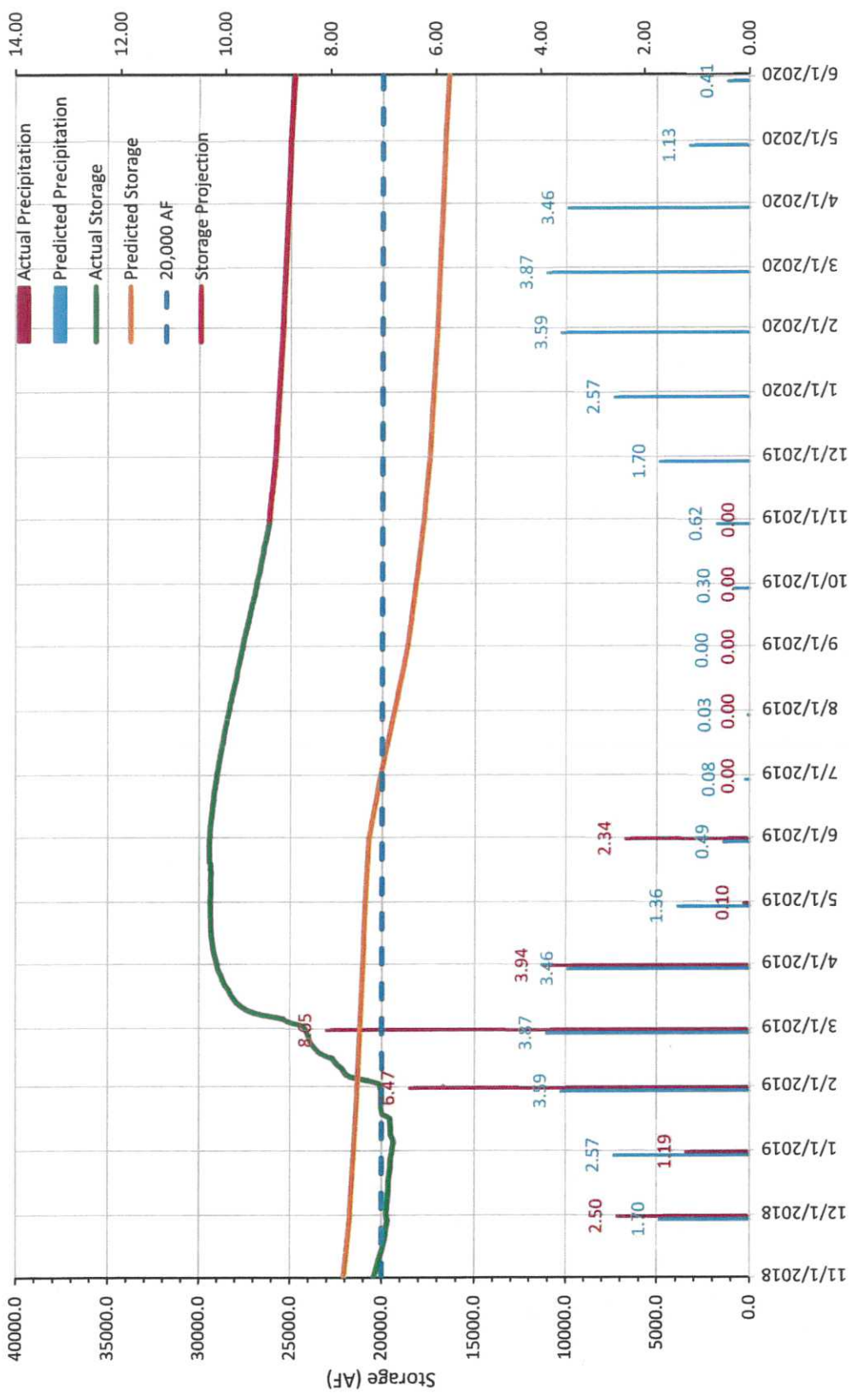


"Year to Date" is January to present for State water, April to present for Lopez deliveries, and July to present for rainfall.

Comments:	This Month	Year to Date
Available Surplus Water is shown and as designated per BOS May 14, 2019 Declaration of Surplus Water. Beginning with July report, Surplus water shown will be amount purchased by each agency.	-30.40	
1) Occano supplied water to Canyon Crest via Arroyo Grande's Edna turn out. A total of 2.2 AF delivered to Canyon Crest was added to Occano's water usage this month and 2.2 AF was subtracted from Arroyo Grande's usage this month.	53.1%	



# LOPEZ RESERVOIR STORAGE PROJECTION



Note: Storage projection is based on predicted rainfall from longrangeweather.com, historic inflow based on predicted rainfall, 18-19 downstream release requests, and municipal usage.



**Notes:**

- 0 Inflation is 5% per year after original estimate unless noted otherwise
- 1 For unanticipated purchases of equipment that fall during the fiscal year. Including this line item in the budget allows for immediate purchase of critical equipment that unexpectedly fails during the fiscal year. Amount increased starting 17/18 to include those items noted in Equipment Audit reports; amortized at \$30,000/yr.
- 2 Completion of plant system audit to determine scope of replacement/upgrades and costs. The estimate is based upon prior years expenses and the FY1617 budget allocation of \$25,000.
- 3 Safety upgrades as described in "Fall Hazard Survey" Nov 2016. DAF building safety upgrades 18/19 and Membrane Building safety upgrades 19/20.
- 4 Operations staff to research options for new carbon system that is non-auger. May not need this or scope could change depending on what is chosen for Water Treatment Alternative see note 25. Re-evaluate need ozone pilot plant study
- 5 Desk Top Structural assessment of the terminal reservoir completed in 2018 (Rizzo) but with limited geological data. Recommend additional field exploration to obtain core samples. Estimated cost \$90,000. DSCOD Permit in process.
- 6 Conduct a survey of the distribution system to determine locations, if any, where the steel pipeline is at risk of corrosion. ~\$45k was re-allocated to the valve trailer project to make up for underfunding for 17-18 therefore an additional ~\$45k was budgeted for 18-19 for the Corrosion protection.
- 7 Implementation of a Cloud Seeding Program. Contract with NAWAC for up to 3 year program NTE \$350,000/yr. This will be for an air based but could include some ground based after year 1.
- 8 Geologic study completed by Rizzo(2018). study recommends removal of loose material and placement of rock anchors to stabilize slope. If slope fails, study says no damage to left abutment but material could slide down over the abutment. Very high cost to install suggested repair. TAC wants a risk assessment study completed before decision is made to implement repairs. Risk assessment study to be funded with \$180,000 previously budgeted for repair. Funding for a repair project likely to come from a SHF loan or reserves
- 9 Funds requested to begin implementing repairs to Domestic and Fireflow tanks identified per Tank Inspection report Nov. 2016 by ATI. Fireflow quantity assessment by Fire Engineer completed in 2019. Fire flow alternatives analysis completed. Domestic Tank in fairly good condition. Domestic tank repair estimate approx \$16,000. to be done in 19/20. Next inspection/cleaning in 21/22. Fireflow tank has 2 options, could be re-habilitated and a new coating 400K-600K or install a new fireflow tank for ~ \$700K. Staff recommending budgeting \$200K per year until sufficient funds and evaluate the tank at that time. Eric Laurie Project Manager. See estimates on tab below.
- 10 Some Project Scoping has been completed in FY 2018/19. Full scope and location dependent on findings of terminal reservoir structural assessment. Lower priority in terms of spillway work and other potential high budget items like tank repairs. Total project cost to be determined during design phase, and construction to be scheduled in subsequent year.
- 11 Install two (2) new ammonia analyzers. Anticipated to be completed in 18/19. May need CUPA approval due to reagent chemicals being hazardous.
- 12 Operations staff suggests doing a hot tap, if that is the solution project could potentially be less than \$5000, may end up as an I/O.
- 13 Design and initial environmental studies and permitting needed. Unspent funds will roll forward for construction.
- 14 Advisory Committee requested study to determine the feasibility and costs of decommissioning the Terminal Reservoir, this in consideration that the Structural Assessment of the terminal dam may find that a seismic retrofit of the dam is necessary. Estimate is a WAG.
- 15 Replacement of Membrane Racks (Pall), installed in 2007 design life is 10 to 20 years. First racks could need replacement in 2021. Cost based on \$2000 per module 64 modules per rack, repair 2 racks each time. 3.4% overhead included
- 16 Install and replace security fence around west side of terminal reservoir and water treatment plant property. Phasing dependent upon available funding.
- 17 Cranehoist system options assessment at membrane pumps
- 18 HCP Instream Studies, estimate based on quote form HT Harvey 2018. Studies will identify habitat in AG Creek downstream of dam and the effects of various release scenarios. Work to take place over 1 1/2 years.
- 19 Install drainage improvements to capture and divert Orcutt Road runoff to prevent contamination of Lopez Terminal Reservoir. Project dependent upon available external grant funding.
- 20 Replace existing contact basin covers with more efficient lighter weight covers. Estimated cost \$30,000
- 21 Operations staff suggests removing concrete wall between sludge beds 3 & 4 due to high maintenance issues with liner tearing and maneuvering equipment in the smaller beds. Quote r'cord for 11.615\*3.4% = \$12000
- 22 TAC requested additional evaluation of the existing bypass pipeline. In process of determining feasibility of pressure testing existing pipeline. If cost is greater than \$20K return to TAC for further discussion.
- 23 Contributions toward the Agency Funded Reserves accumulate for the purpose of funding replacement of equipment and capital outlays at the treatment plant.
- 25 Study alternatives to improve water treatment i.e. Ozone, floating solar at intake, aeration at intake, or Hydrogen Peroxide treatment?? Could be used for a pilot ozone project as well.
- Based on Water treatment alternatives study, implement recommendation: No estimates at this time. Flooding Salar is option that is free with PPA and saves electricity costs. See alternatives and costs report here G:\Utilities\Zone 3\Lopez WTP\Water Treatment and Algae Control\Water Treatment and Algae Control Options
- 26 Physical investigation of spillway may be necessary pending results of the non-destructive testing in FY 18-19. This work could occur in FY 18-19 using reserves.
- 28 Repairs to Spillway based on results of the non-destructive and physical investigation occurring in FY 18-19 and required by DSCOD.
- 29 All HACH Turbidity Analyzers are no longer supported and new parts and service are not available. Turbidity is a regulatory monitoring requirement for surface water treatment and part of the daily monitoring and reporting requirements for the water treatment plant.
- 30 The DAF System EO pump has been replaced and refurbished on several occasions in the past few years and a new style EO pump with self priming capability will reduce downtime for maintenance and repairs and increases reliability of the system.
- 31 The pilot pH suppression project using Mineral Acid (HCl) provided successful results in reducing pH and eliminating water treatment plant scaling issues such as the analyzers, header piping to the membranes, and DAF air diffuser systems. Mineral Acid is a dangerous chemical to handle and for safety reasons, a Carbon Dioxide pH suppression system is recommended to perform with similar results of pH suppression.
- 32 Staff are requesting excavating equipment to improve response to water supply and water distribution leaks, drainage issues around facilities and the dam, and for general excavation of facilities such as the percolation pond areas. The equipment will be on-hand for all emergencies 24-7.
- 33 Staff are in need of a materials trailer for hauling materials such as excavated soil, refill sand and base, as well as site vegetation such as tule removal and tree limbs. The other benefit to the dump trailer is its ability to carry a mini excavator, as requested above, so that the excavator can be transported to various sites.
- 34 Currently, staff use an older golf cart for onsite transportation/small projects around the water treatment plant. An ATV will improve on this need for utilization on all terrain areas and transport personnel and tools on difficult terrain around the water plant and Lopez Dam facilities, assist in watershed surveys, as well as access to remote communication sites.
- 35 With the past water treatment feasibility study, Ozone was found to be a very effective means to treat for taste and odor problems and organic precursors at the water plant, which lead to Trihalomethanes (THMs) in the Lopez water distribution system. Per these recommendations, a pilot study is needed to confirm the feasibility of this process and how Lopez lake water will react to Ozone treatment as well any unforeseen byproducts that may form from Ozone treatment.
- 36 Intake Valve Actuator #2's hydraulic system sprung a leak in 2018 and was isolated to prevent hydraulic fluid from entering the lake. Intake Valve Actuator #1 was subsequently taken apart to confirm custom repair parts and components for Valve Actuator #2. When lake levels allow, it is advised that staff complete repairs of the actuators and hydraulic system for each intake valve to reduce the chance for future failures and leaks and to inspect the systems completely while performing touch up on parts and coatings.
- 37 A hydroelectric system once operated at the Terminal Reservoir inlet control valve. A more efficient system would be feasible at the dam outlet structure itself. Given the focus on alternative energy sources, it could be beneficial to reinstall a hydroelectric system for the project and combined with solar power options provide close to net zero energy usage by the water treatment facility.
- 38 Replacement of equipment.





Bradley Hagemann &lt;hagemann.associates@gmail.com&gt;

**Notice - 2019 CPI rate adjustment to monthly service fee**

1 message

**Jeremy Gardner** <Jeremyg@frm-ops.com>

Wed, Oct 16, 2019 at 8:53 AM

To: Bradley Hagemann &lt;hagemann.associates@gmail.com&gt;

Cc: Carinna Butler &lt;CarinnaB@frm-ops.com&gt;, Mike Ellison &lt;MikeE@frm-ops.com&gt;, Chuck Ellison &lt;ChuckE@frm-ops.com&gt;

Bradley

Pursuant to our contract effective 11/1/13 exhibit D, section E there is an escalation clause tied to the CPI of Los Angeles that allows the contractor to increase the monthly fee by the CPI with a minimum of 3% and a maximum of 5%.

Please see attached CPI for Los Angeles CA through September 2019. As noted LA CPI rose 3.0% from the previous year. As such effective 11/1/19 our billing rate from 11/1/19 to 10/31/20 will be \$19,591.88 ( $19,021.24 * 1.03$ ) or an increase of \$570.64 per month



Jeremy Gardner

**FLUID RESOURCE MANAGEMENT**


OPERATIONS • MAINTENANCE • MECHANICAL

Office: (805) 597 -7100 ext. 146 Fax: (805) 597-7171

2385 Precision Drive, Arroyo Grande, CA 93420

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 **Consumer Price Index, Los Angeles area – September 2019 \_ Western Information Office \_ U.S. Bureau of Labor Statistics.pdf**  
264K

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## Consumer Price Index, Los Angeles area – September 2019

**Area prices were up 0.5 percent over the past month, up 3.0 percent from a year ago**

Prices in the Los Angeles area, as measured by the Consumer Price Index for All Urban Consumers (CPI-U), increased 0.5 percent in September, the U.S. Bureau of Labor Statistics reported today. (See [table A.](#)) Assistant Commissioner for Regional Operations Richard Holden noted that the September increase was influenced by higher prices for gasoline and apparel. (Data in this report are not seasonally adjusted. Accordingly, month-to-month changes may reflect seasonal influences.)

Over the last 12 months, the CPI-U advanced 3.0 percent. (See [chart 1](#) and [table A.](#)) The index for all items less food and energy increased 2.8 percent over the year. Food prices advanced 3.9 percent. Energy prices rose 3.4 percent, largely the result of an increase in the price of electricity. (See [table 1.](#))

### News Release Information

19-1796-SAN  
Thursday, October 10, 2019

### Contacts

**Technical information:**  
(415) 625-2270  
[BLSimfoSF@bls.gov](mailto:BLSimfoSF@bls.gov)  
[www.bls.gov/regions/west](http://www.bls.gov/regions/west)  
**Media contact:**  
(415) 625-2270

### PDF

 [PDF version](#)

### Related Links

[CPI historical databases](#)





Month	2015		2016		2017		2018		2019	
	1-month	12-month	1-month	12-month	1-month	12-month	1-month	12-month	1-month	12-month
January	-0.3	-0.1	0.7	3.1	0.9	2.1	0.8	3.5	0.7	3.2
February	0.7	0.1	0.0	2.4	0.6	2.7	0.7	3.6	0.1	2.5
March	1.0	0.5	0.3	1.7	0.3	2.7	0.4	3.8	0.6	2.7
April	-0.1	0.5	0.2	2.0	0.2	2.7	0.4	4.0	1.0	3.3
May	1.0	1.1	0.5	1.4	0.3	2.5	0.4	4.1	0.2	3.1
June	-0.3	0.8	0.1	1.8	-0.2	2.2	-0.2	4.0	0.0	3.3
July	0.7	1.4	0.0	1.1	0.3	2.5	0.2	3.9	0.1	3.3
August	-0.3	1.1	0.0	1.4	0.3	2.8	0.2	3.9	0.0	3.0
September	-0.4	0.7	0.2	1.9	0.4	3.1	0.5	3.9	0.5	3.0
October	0.2	1.0	0.4	2.2	0.4	3.1	0.5	4.1		
November	0.0	1.6	-0.4	1.8	0.1	3.6	-0.3	3.6		
December	-0.1	2.0	0.0	2.0	0.0	3.6	-0.3	3.2		

**The October 2019 Consumer Price Index for the Los Angeles area is scheduled to be released on November 13, 2019.**

### Consumer Price Index Geographic Revision for 2018

In January 2018, BLS introduced a new geographic area sample for the Consumer Price Index (CPI). As part of the new sample, Los Angeles and Riverside have separate indexes. Additional information on the geographic revision is available at: [www.bls.gov/cpi/additional-resources/geographic-revision-2018.htm](http://www.bls.gov/cpi/additional-resources/geographic-revision-2018.htm).

### Technical Note

The Consumer Price Index (CPI) is a measure of the average change in prices over time in a fixed market basket of goods and services. The Bureau of Labor Statistics publishes CPIs for two population groups: (1) a CPI for All Urban Consumers (CPI-U) which covers approximately 93 percent of the total population and (2) a CPI for Urban Wage Earners and Clerical Workers (CPI-W) which covers 29 percent of the total population. The CPI-U includes, in addition to wage earners and clerical workers, groups such as professional, managerial, and technical workers, the self-employed, short-term workers, the unemployed, and retirees and others not in the labor force.

The CPI is based on prices of food, clothing, shelter, and fuels, transportation fares, charges for doctors' and dentists' services, drugs, and the other goods and services that people buy for day-to-day living. Each month, prices are collected in 75 urban areas across the country from about 5,000 housing units and approximately 22,000 retail establishments--department stores, supermarkets, hospitals, filling stations, and other types of stores and service establishments. All taxes directly associated with the purchase and use of items are included in the index.

The index measures price changes from a designated reference date (1982-84) that equals 100.0. An increase of 16.5 percent, for example, is shown as 116.5. This change can also be expressed in dollars as follows: the price of a base period "market basket" of goods and services in the CPI has risen from \$10 in 1982-84 to \$11.65. For further details see the CPI home page on the Internet at [www.bls.gov/cpi](http://www.bls.gov/cpi) and the BLS Handbook of Methods, Chapter 17, The



**COUNTY OF SAN LUIS OBISPO**  
**AUDITOR - CONTROLLER • TREASURER - TAX COLLECTOR**  
**James W. Hamilton, CPA** Auditor-Controller • Treasurer-Tax Collector  
**Lydia J. Corr, CPA** Assistant Auditor-Controller • Treasurer-Tax Collector

TO: AVILA BEACH CSD  
 FROM: AARONNE KESSLER, PROPERTY TAX MANAGER  
 DATE: OCTOBER 7, 2019  
 SUBJECT: **2019-2020 ESTIMATED REVENUES & ASSESSED VALUES**

Sections 97 and 98 of the Revenue and Taxation Code provide for the allocation of property tax revenues derived from levying an ad valorem property tax rate of one dollar (\$1) per hundred dollars (\$100) of taxable value. The taxable assessed values are provided to our office by the County Assessor and the State Board of Equalization.

Below are the current fiscal year’s taxable assessed values and the estimated property tax revenues by tax type for your district. The estimated revenues are net of the ongoing ERAF shift, when applicable, as required by code and are also adjusted for potential secured roll revisions and a 4.14% unsecured delinquency.

The taxable values and corresponding estimated tax revenue for Fiscal Year 2019-2020 are:

	<b>SECURED</b>	<b>UNSECURED</b>	<b>HOMEOWNER EXEMPTION</b>	<b>UNITARY REVENUE</b>	<b>Total Revenue</b>
Net Value	258,345,976	2,738,843	154,000		
Estimated Revenue	\$288,784	\$10,564	\$1,761	\$63,081	<b>\$364,190</b>

Should you have any questions regarding your estimated revenues or assessed values, contact me at (805) 788-2968 or by email at [akessler@co.slo.ca.us](mailto:akessler@co.slo.ca.us)



**COUNTY OF SAN LUIS OBISPO**  
**AUDITOR - CONTROLLER • TREASURER - TAX COLLECTOR**  
**James W. Hamilton, CPA** Auditor-Controller • Treasurer-Tax Collector  
**Lydia J. Corr, CPA** Assistant Auditor-Controller • Treasurer-Tax Collector

TO: AVILA BEACH CSD IMP DIST #1  
 FROM: AARONNE KESSLER, PROPERTY TAX MANAGER  
 DATE: OCTOBER 7, 2019  
 SUBJECT: **2019-2020 ESTIMATED REVENUES & ASSESSED VALUES**

Sections 97 and 98 of the Revenue and Taxation Code provide for the allocation of property tax revenues derived from levying an ad valorem property tax rate of one dollar (\$1) per hundred dollars (\$100) of taxable value. The taxable assessed values are provided to our office by the County Assessor and the State Board of Equalization.

Below are the current fiscal year’s taxable assessed values and the estimated property tax revenues by tax type for your district. The estimated revenues are net of the ongoing ERAF shift, when applicable, as required by code and are also adjusted for potential secured roll revisions and a 4.14% unsecured delinquency.

The taxable values and corresponding estimated tax revenue for Fiscal Year 2019-2020 are:

	<b>SECURED</b>	<b>UNSECURED</b>	<b>HOMEOWNER EXEMPTION</b>	<b>UNITARY REVENUE</b>	<b>Total Revenue</b>
Net Value	250,997,459	2,738,843	154,000		
Estimated Revenue	\$289,660	\$10,596	\$1,766	\$3,019	<b>\$305,041</b>

Should you have any questions regarding your estimated revenues or assessed values, contact me at (805) 788-2968 or by email at [akessler@co.slo.ca.us](mailto:akessler@co.slo.ca.us)





1112 I Street, Suite 300  
Sacramento, California 95814-2865  
T 916.231.4141 or 800.537.7790 • F 916.231.4111

Maximizing Protection. Minimizing Risk. • [www.sdrma.org](http://www.sdrma.org)

September 20, 2019

Mr. Peter Kelley  
Board President  
Avila Beach Community Services District  
Post Office Box 309  
Avila Beach, California 93424-0309

**Re: President's Special Acknowledgement Award - Workers' Compensation Program**

Dear Mr. Kelley:

This letter and enclosed certificate are to formally acknowledge the dedicated efforts of the Avila Beach Community Services District's Governing Body, management, and staff towards proactive loss prevention and workplace safety for earning the President's Special Acknowledgement Award! The Award is to recognize members with no "paid" claims during the prior **five consecutive program years** in the Workers' Compensation Program.

A "paid" claim for the purposes of this recognition represents the first payment on an open claim during the prior program year. Your agency's efforts have resulted in no "paid" workers' compensation claims for the prior five consecutive program years, including 2018-19. This is an outstanding accomplishment that serves as an example for all SDRMA members!

It is through the efforts of members such as Avila Beach Community Services District that SDRMA has been able to continue providing affordable workers' compensation coverage to over 440 public agencies throughout California. While 280 members, or 64%, in the workers' compensation program had no "paid" claims in program year 2018-19, 127 members, or 28%, had no paid claims for the prior five consecutive years.

In addition to this annual recognition, members with no "paid" claims during 2018-19 earned two credit incentive points (CIPs) reducing their annual contribution amount, and members with no "paid" claims for the prior five consecutive program years earned three additional bonus CIPs. Also, members without claims receive a lower "experience modification factor" (EMOD), which also reduces their annual contribution amount.

Included with this letter and certificate is your press release template so your agency may showcase this important accomplishment.

On behalf of the SDRMA Board of Directors and staff, it is my privilege to congratulate your Governing Body, management, and staff for your commitment to proactive loss prevention and safety in the workplace.

Sincerely,  
Special District Risk Management Authority

Mike Scheafer, President  
Board of Directors



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY


# *President's Special Acknowledgement Award*

The President of the Special District Risk Management Authority

Hereby gives special recognition to

**Avila Beach Community Services District**

The President's Special Acknowledgement Award is to recognize members with no "paid" claims during the prior five consecutive program years in the Workers' Compensation Program. A "paid" claim for the purposes of this recognition represents the first payment on an open claim during that same period. Congratulations on your excellent claims record!

  
Mike Scheafer, SDRMA Board President

September 20, 2019  
Date



September 20, 2019

Mr. Peter Kelley  
Board President  
Avila Beach Community Services District  
Post Office Box 309  
Avila Beach, California 93424-0309

**Re: President's Special Acknowledgement Award – Property/Liability Program**

Dear Mr. Kelley:

This letter and enclosed certificate are to formally acknowledge the dedicated efforts of the Avila Beach Community Services District's Governing Body, management, and staff towards proactive risk management and loss prevention training for earning the President's Special Acknowledgement Award! The Award is to recognize members with no "paid" claims during the prior **five consecutive program years** in the Property/Liability Program.

A "paid" claim for the purposes of this recognition represents the first payment on an open claim during the prior program year and excludes property claims. Your agency's efforts have resulted in no "paid" property/liability claims for the prior five consecutive program years including 2018-19. This is an outstanding accomplishment that serves as an example for all SDRMA members!

It is through the efforts of members such as Avila Beach Community Services District that SDRMA has been able to continue providing affordable property/liability coverage to over 500 public agencies throughout California. While 424 members, or 84%, in the property/liability program had no "paid" claims in program year 2018-19, 270 members, or 53%, had no paid claims for the prior five consecutive years.

In addition to this annual recognition, members with no "paid" claims during 2018-19 earned two credit incentive points (CIPs) reducing their annual contribution amount, and members with no "paid" claims for the prior 5 consecutive program years earned three additional bonus CIPs.

Included with this letter and certificate is your press release template so your agency may showcase this important accomplishment.

On behalf of the SDRMA Board of Directors and staff, it is my honor to congratulate your Governing Body, management, and staff for your commitment to proactive risk management and loss prevention training.

Sincerely,  
Special District Risk Management Authority



Mike Scheafer, President  
Board of Directors





*President's Special Acknowledgement Award*

The President of the Special District Risk Management Authority  
Hereby gives special recognition to

**Avila Beach Community Services District**

The President's Special Acknowledgement Award is to recognize members with no "paid" claims during the prior five consecutive program years in the Property/Liability Program. A "paid" claim for the purposes of this recognition represents the first payment on an open claim during that same period and excludes property claims. Congratulations on your excellent claims record!

Mike Scheafer, SDRMA Board President

September 20, 2019  
Date



Kristi Dibbern &lt;avilacsd@gmail.com&gt;

**2019 Education Allowance Fund, Scholarship**

3 messages

Info &lt;info@csda.net&gt;

Tue, Sep 24, 2019 at 8:02 AM

To: "avilacsd@gmail.com" &lt;avilacsd@gmail.com&gt;



Kristi Dibbern  
Avila Beach Community Services District  
PO Box 309  
Avila Beach, CA 93424

Dear Kristi,

Great News! The SDLF sub-committee is pleased to award you with the 2019 Education Allowance Fund, Scholarship for \$525.00 to attend Board Secretary Clerk Conference. If you have not already done so, please register here.

Once you have attended this event, SDLF will send reimbursement to your district.

Congratulations!

Amber Phelen  
Program Assistant  
amberp@sdlf.org

Special District Leadership Foundation 1112 "I" Street, Suite 200, Sacramento, CA 95814 916.231.2939 or 916.520.2459

Kristi Dibbern &lt;avilacsd@gmail.com&gt;

Tue, Sep 24, 2019 at 8:47 AM







October 8, 2019

Avila Beach Community Services District  
100 San Luis Street  
Avila Beach, CA 93424

**SUBJECT: SEPTEMBER 2019 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.

The supernate gravity line below ground failed. Piping was rerouted to an alternate gravity line to allow flow while the line is diagnosed for repair. ABCSD to have the line videoed before proceeding.

The chlorine mixer power cable failed; staff replaced the chlorine mixer with a spare part from inventory and the unit was sent to Perry's for repair.

**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 provide additional chlorine as needed.

Staff repaired a pilot control light on the tank #2 fill valve.

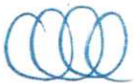
**COMPLIANCE RECORD AND PLANT PERFORMANCE**

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

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.

Sincerely,

**FLUID RESOURCE MANAGEMENT**



Carinna Butler  
Operations Manager

**ATTACHMENTS**

- Self-Monitoring Report
- ABCSD Average Daily WWTP Effluent Flow (2017-2019)
- ABCSD Monthly Total WWTP Effluent Flow (2017-2019)





# FLUID RESOURCE MANAGEMENT

CONTRACTORS LICENSE #937346

- Port San Luis Monthly Total Flow (2017-2019)
- Monthly Average Influent BOD (2017-2019)
- Monthly Average Effluent BOD (2017-2019)
- Monthly Water Purchased from Lopez (2017-2019)
- ABCSD Monthly Water Sold (2017-2019)



FLUIDRESOURCEMANAGEMENT.COM | 805.597.7100

FRMINFO@FRM-OPS.COM | 2385 PRECISION DRIVE, ARROYO GRANDE, CA 93420



# Avila Beach CSD Wastewater Treatment Facility

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

Month: **SEPTEMBER 2019**

Date	Daily Flow (MGD)			Effluent Monitoring		
	Total	Max (gpm)	Avg (gpm)	Biweekly Total Coliform	Biweekly Fecal Coliform	Daily Chlorine Residual
1	0.085522	114	60			<0.02
2	0.070282	116	49			<0.02
3	0.040868	80	28	<2	<2	<0.02
4	0.042858	77	30	<2	<2	<0.02
5	0.046348	80	32			<0.02
6	0.051622	92	26			<0.02
7	0.062211	97	43			<0.02
8	0.058208	106	39			<0.02
9	0.050322	88	35			<0.02
10	0.047596	90	33	<2	<2	<0.02
11	0.047540	81	33			<0.02
12	0.050184	85	35	2	<2	<0.02
13	0.055794	93	39			<0.02
14	0.068959	102	48			<0.02
15	0.063133	101	44			<0.02
16	0.044464	78	31			<0.02
17	0.041676	94	29	<2	<2	<0.02
18	0.045384	80	32			<0.02
19	0.044194	83	37	<2	<2	<0.02
20	0.054811	97	38			<0.02
21	0.071649	103	50			<0.02
22	0.059352	116	41			<0.02
23	0.046232	86	32			<0.02
24	0.043721	88	30	<2	<2	<0.02
25	0.045467	92	32			<0.02
26	0.042523	85	30	<2	<2	<0.02
27	0.049802	101	35			<0.02
28	0.057200	99	40			<0.02
29	0.055778	102	39			<0.02
30	0.046630	82	33			<0.02
31						
Min	0.040868	77	26	<2	<2	<0.02
Mean	0.053011	93	37	<2	<2	<0.02
Max	0.085522	116	60	2	<2	<0.02
Total	1.590330	<i>Effluent daily (dry weather) flow NTE 0.2 MGD (mean).</i>				

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)
9/1/19	21	21	233	90	
9/4/19	17	11	372	260	
9/8/19	20	12	500	132	
9/12/19	18	12	702	282	<5.0
9/15/19	23	15	497	381	
9/19/19	13	12	379	352	
9/22/19	23	16	543	560	
9/26/19	14	13	261	268	
9/29/19	22	18	327	475	
Min	13	11	233	90	<5.0
Mean	19	14	424	311	<5.0
Max	23	21	702	560	<5.0
BOD Removal: 95.5%			TSS Removal: 95.4%		

Effluent Monitoring				
Date	Weekly Set. Solids (Grab)	Weekly Turbidity (Grab)	Weekly pH (Grab)	Weekly Temp °F (Grab)
9/4/19	<0.1	8.77	6.6	74
9/12/19	<0.1	7.41	6.5	66
9/19/19	<0.1	8.51	6.3	72
9/26/19	<0.1	8.02	6.2	73
Min	<0.1	7.41	6.2	66
Mean	<0.1	8.18	6.4	71.3
Max	<0.1	8.77	6.6	74

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)
	N/A

Sludge Removal	
Date	Gallons
9/3/19	4,500
9/17/19	4,500

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

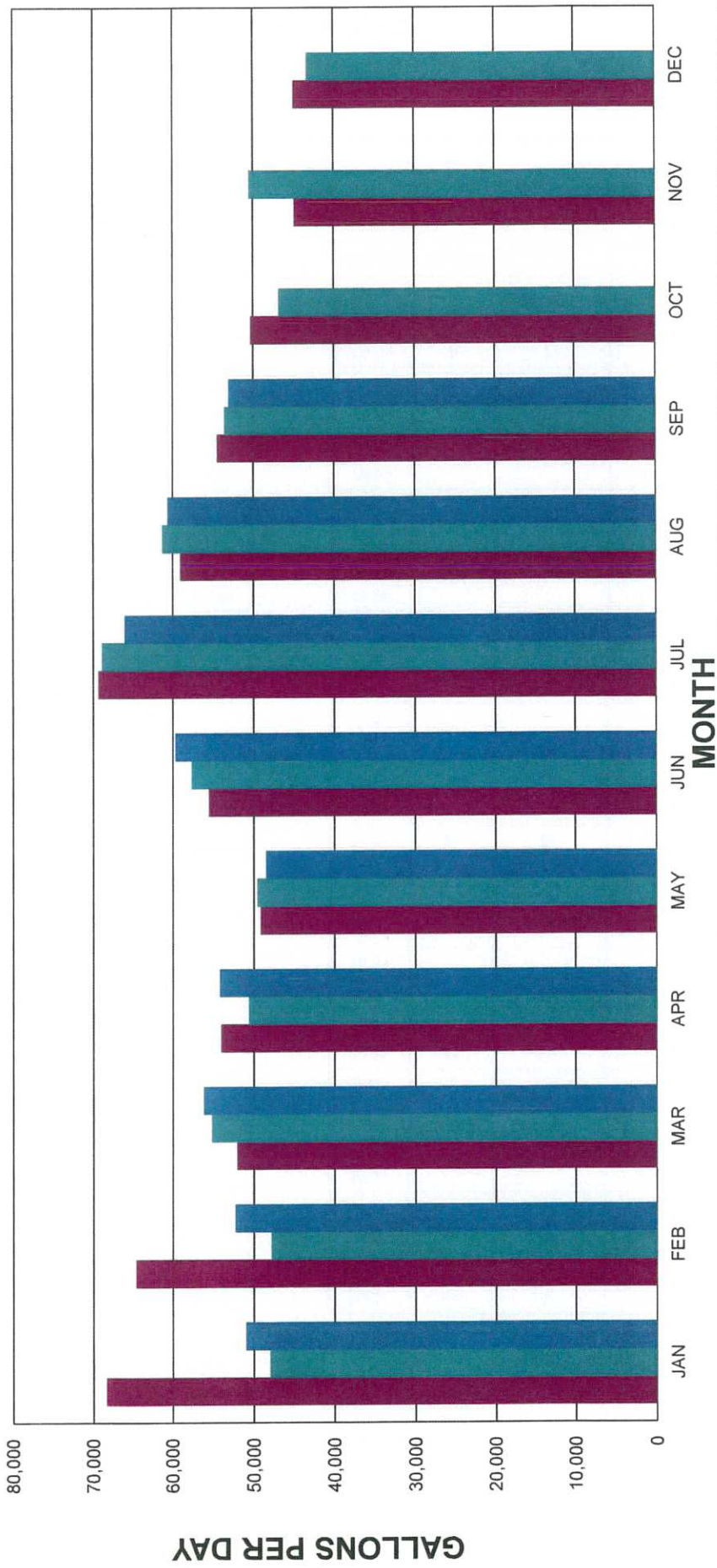
PRINTED NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_



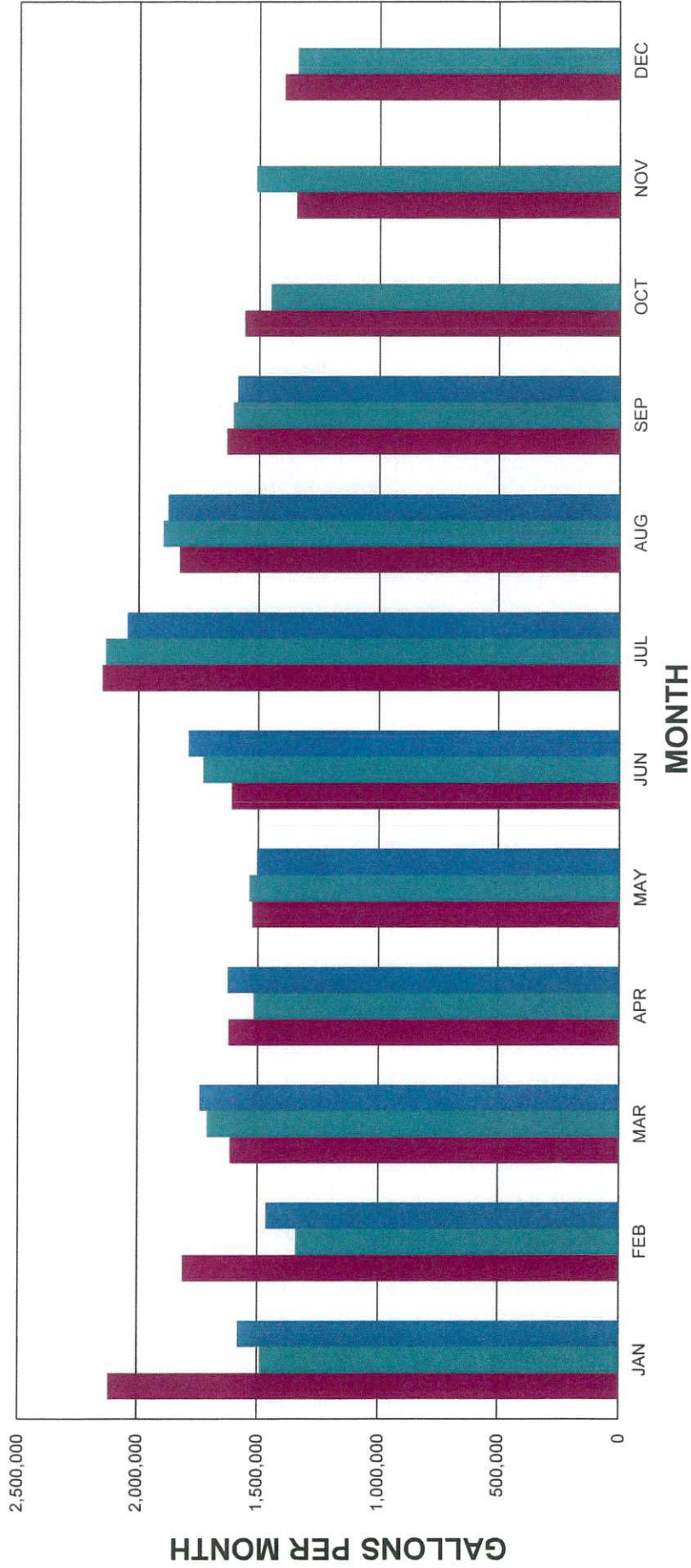
# ABCSD AVERAGE DAILY WWTP EFFLUENT FLOW (2017 - 2019)

■ 2017 ■ 2018 ■ 2019



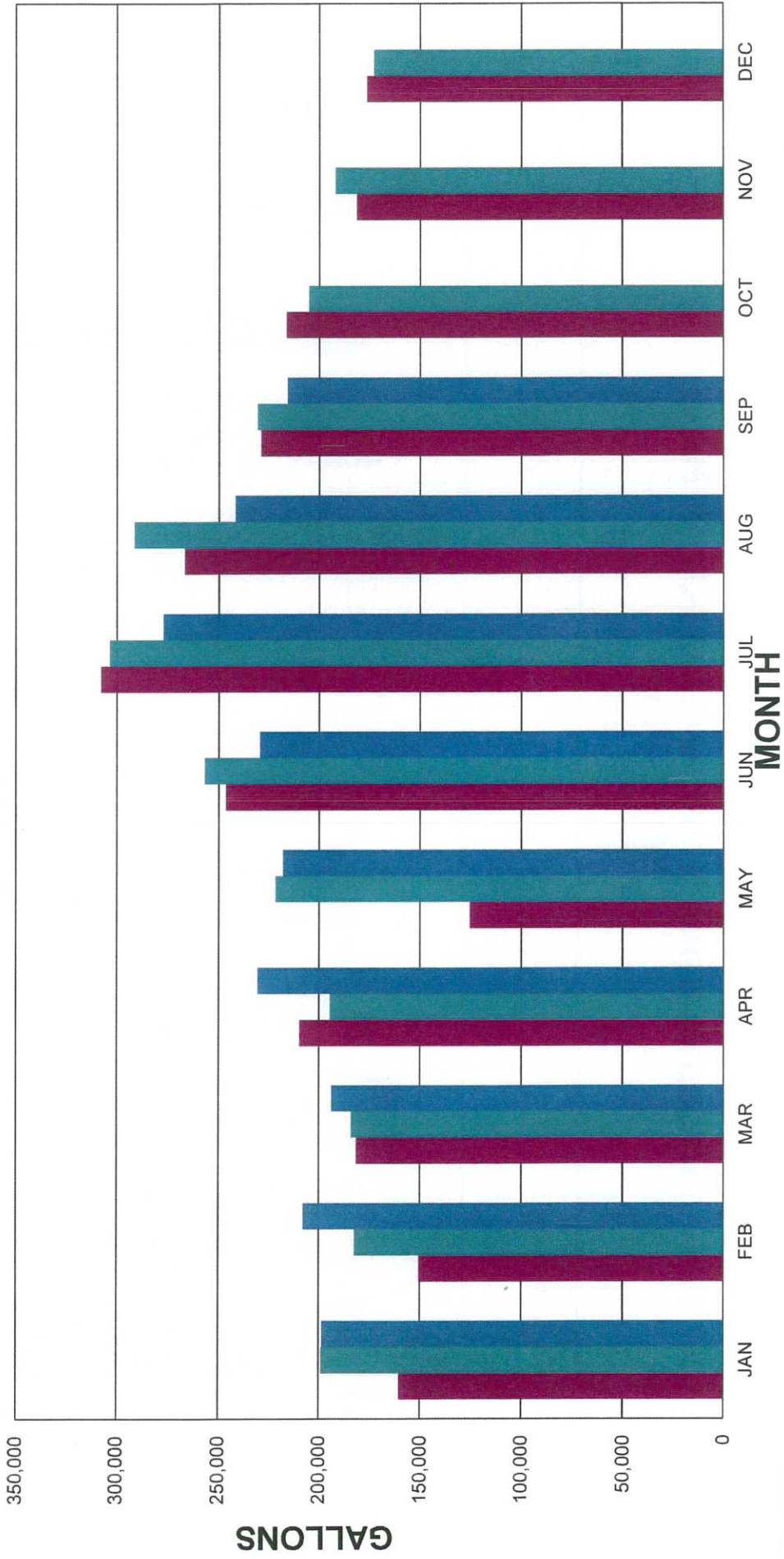
# ABCSD MONTHLY TOTAL WWTP EFFLUENT FLOW (2017 - 2019)

■ 2017 ■ 2018 ■ 2019



# PORT SAN LUIS MONTHLY TOTAL FLOW (2017 - 2019)

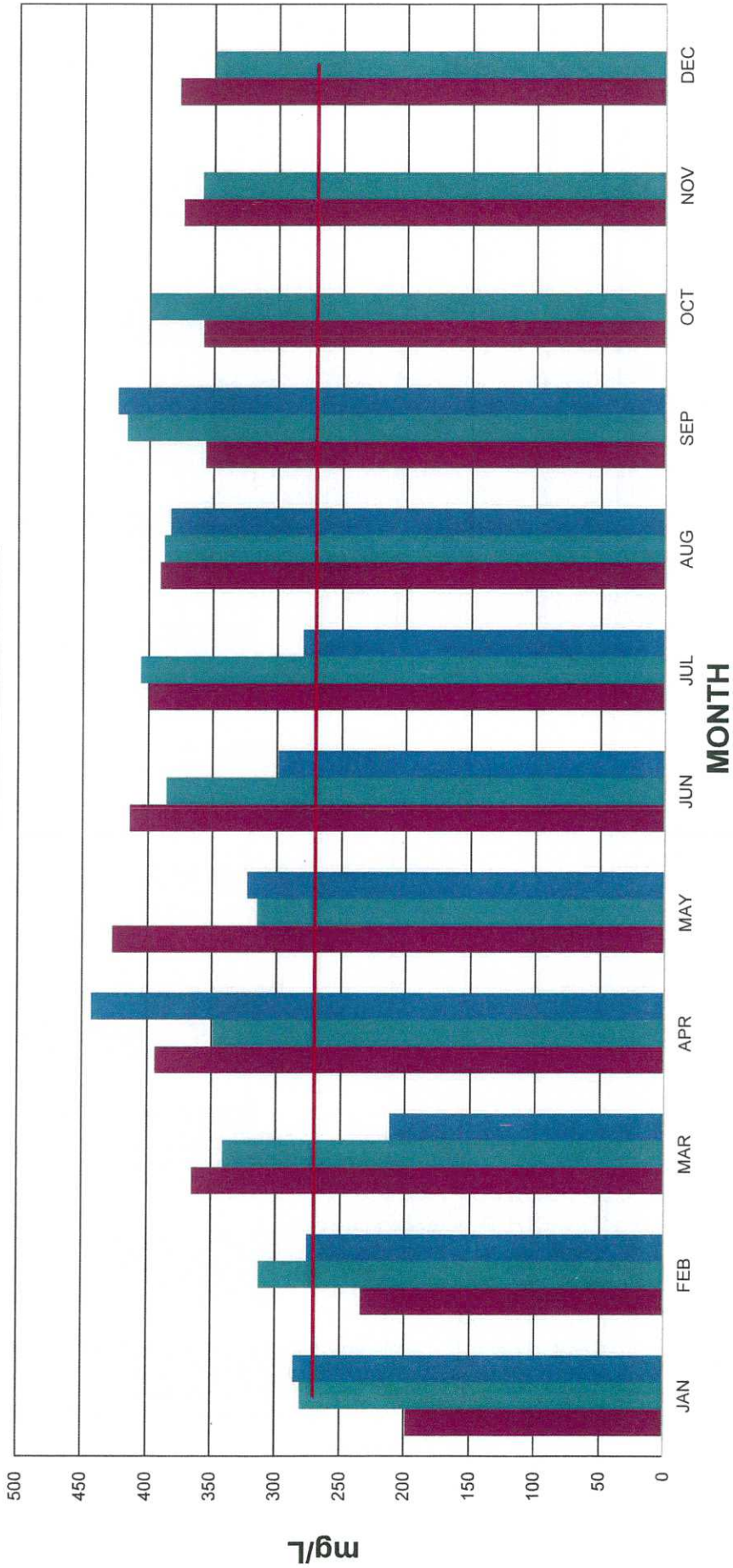
■ 2017 ■ 2018 ■ 2019





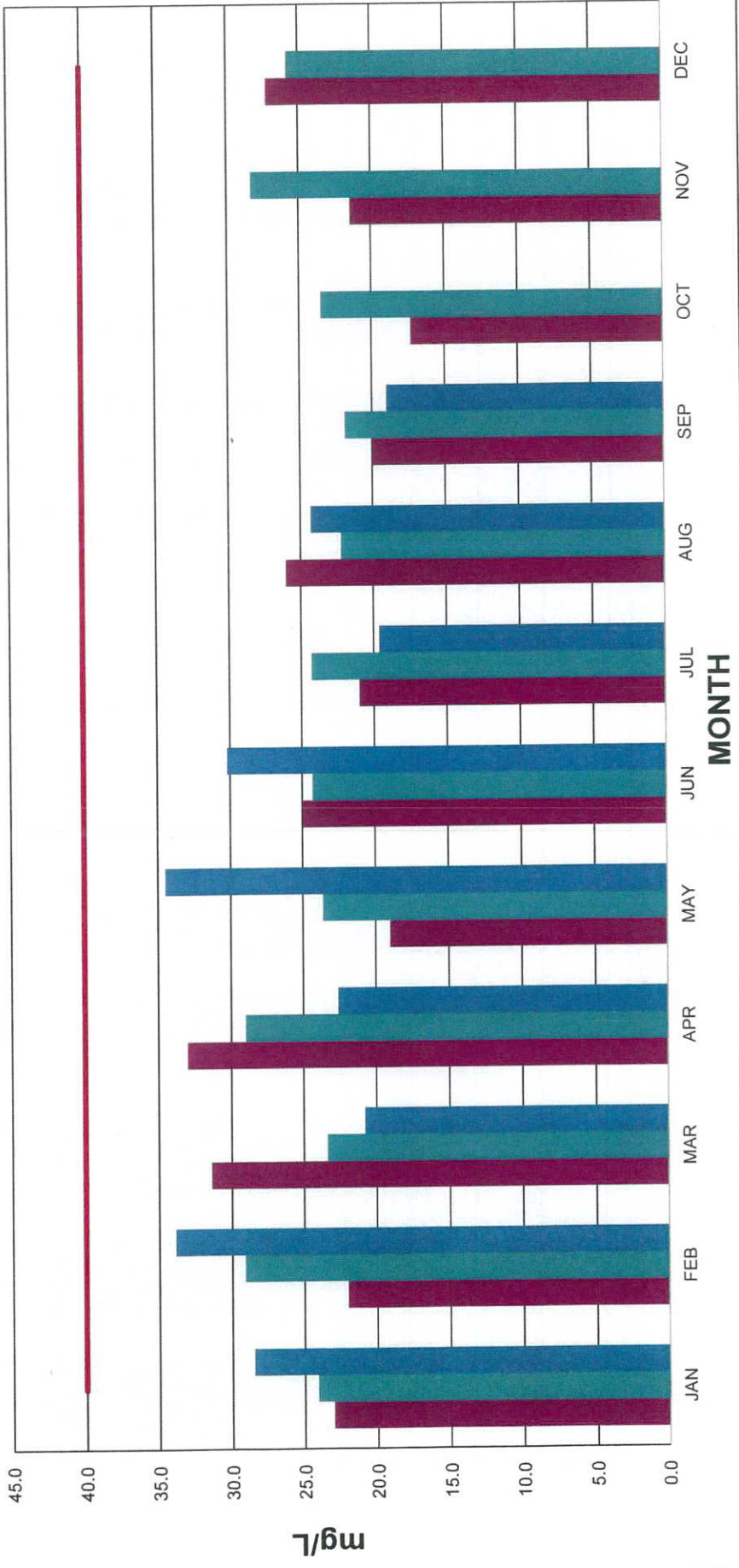
# ABCSD MONTHLY AVERAGE INFLUENT BOD (2017 - 2019)

■ 2017   
 ■ 2018   
 ■ 2019   
 — WWTP Design



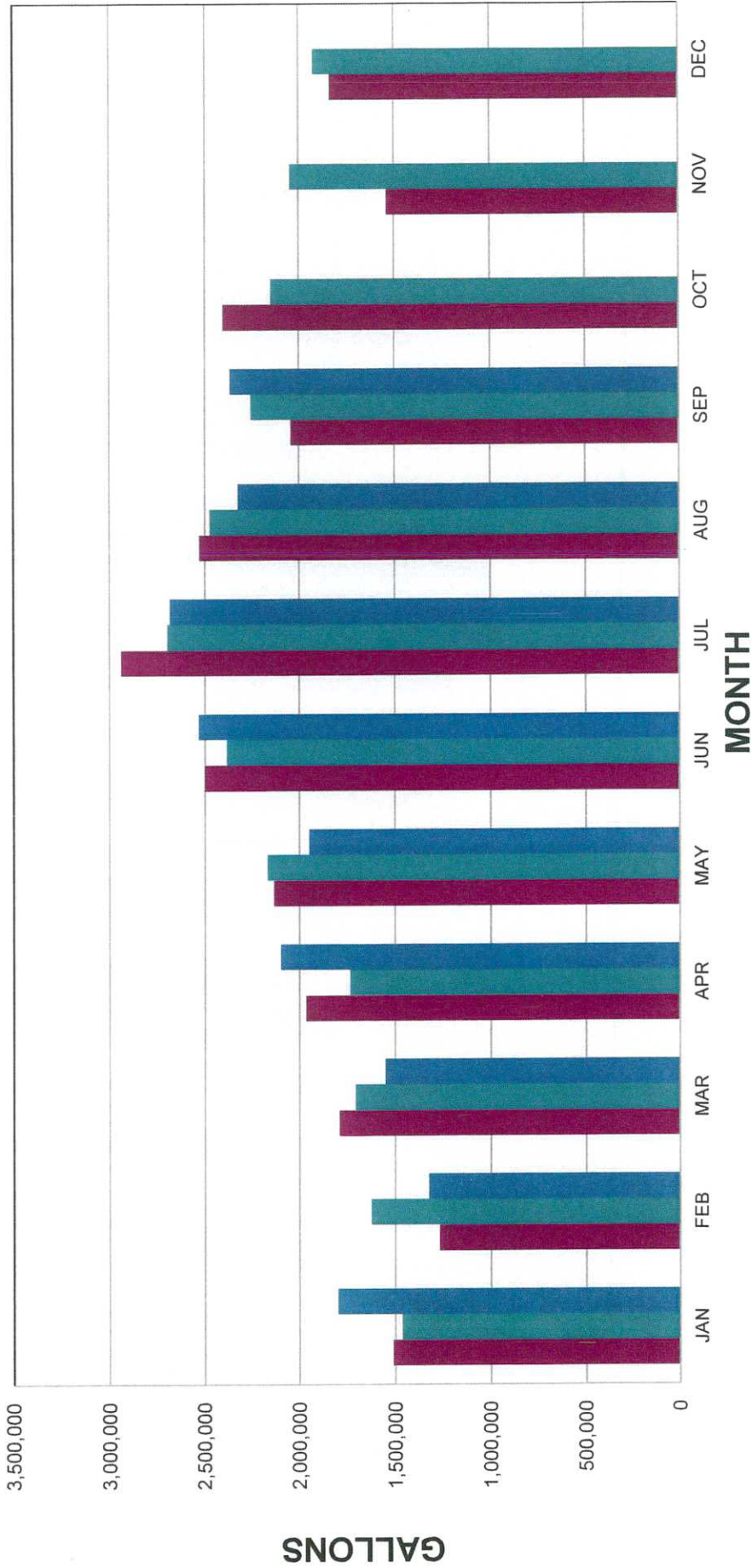
# ABCSD MONTHLY AVERAGE EFFLUENT BOD (2017 - 2019)

■ 2017   
 ■ 2018   
 ■ 2019   
 — 30 Day Average Limit



# ABCSD MONTHLY WATER PURCHASED FROM LOPEZ (2017 - 2019)

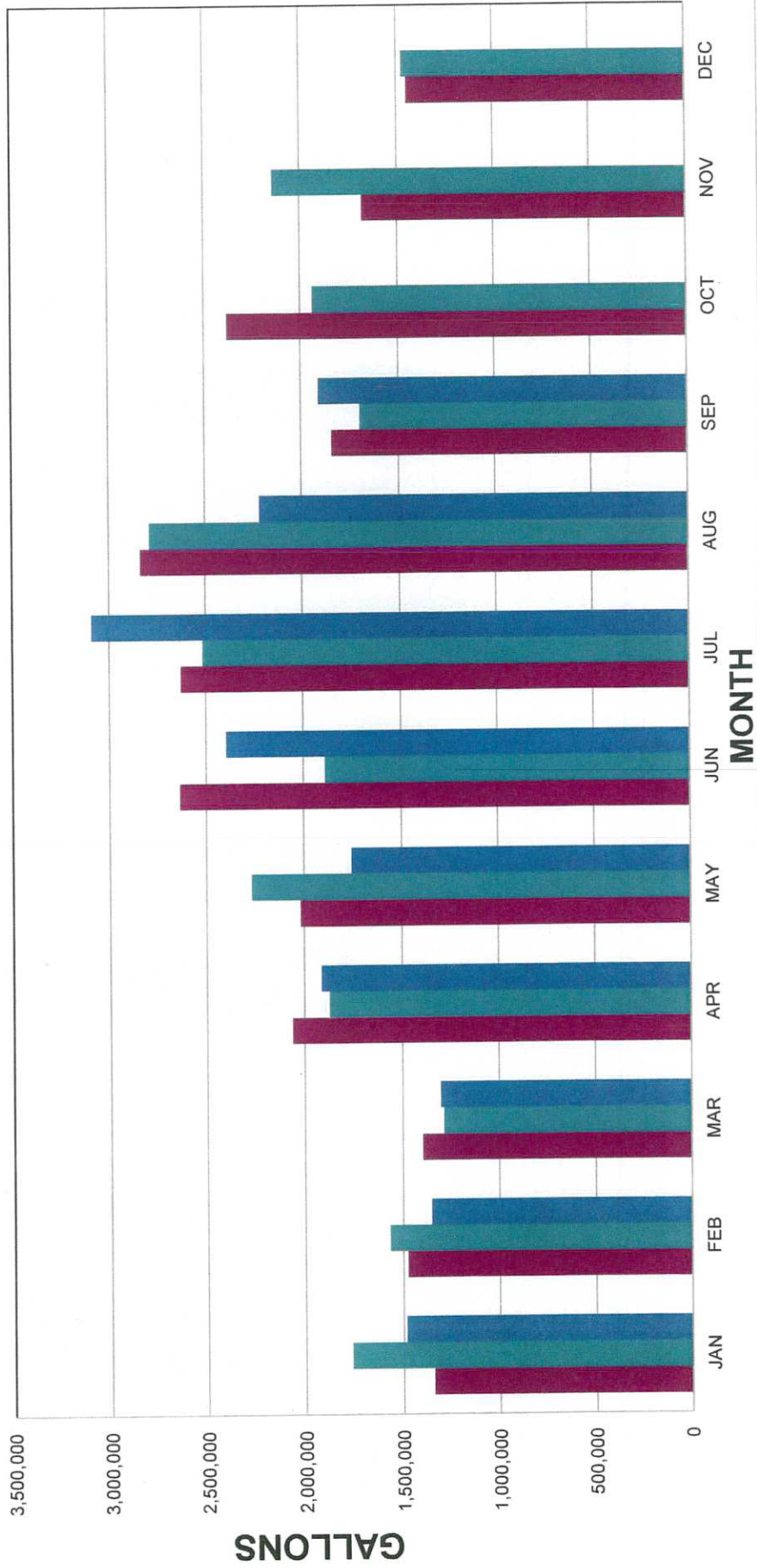
■ 2017   
 ■ 2018   
 ■ 2019





# ABCSD MONTHLY WATER SOLD (2017 - 2019)

■ 2017 ■ 2018 ■ 2019





November 5, 2019

Avila Beach Community Services District  
100 San Luis Street  
Avila Beach, CA 93424

**SUBJECT: OCTOBER 2019 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.

The supernate gravity line was videoed and a future repair will be determined and scheduled.

On October 19<sup>th</sup> staff responded to the SCADA computer being offline due to no Internet. Staff worked with ABCSD staff and AT&T to report the outage.

**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 provide additional chlorine as needed.

On October 20<sup>th</sup> FRM received a call about a service line leak at 135 San Raphael (meter is on First street). The customer was doing repairs on his side when a Sch. 40 PVC compression fitting just below the angle stop pushed out. The repairs took place the next day; a pack joint and ball valve were installed, and the customer can now shut the ball valve instead of the angle stop.

**COMPLIANCE RECORD AND PLANT PERFORMANCE**

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

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.

Sincerely,  
**FLUID RESOURCE MANAGEMENT**



Carinna Butler  
Operations Manager

**ATTACHMENTS**

- Self-Monitoring Report
- ABCSD Average Daily WWTP Effluent Flow (2017-2019)
- ABCSD Monthly Total WWTP Effluent Flow (2017-2019)
- Port San Luis Monthly Total Flow (2017-2019)
- Monthly Average Influent BOD (2017-2019)
- Monthly Average Effluent BOD (2017-2019)
- Monthly Water Purchased from Lopez (2017-2019)
- ABCSD Monthly Water Sold (2017-2019)





# Avila Beach CSD Wastewater Treatment Facility

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

Month: **OCTOBER 2019**

Date	Daily Flow (MGD)			Effluent Monitoring		
	Total	Max (gpm)	Avg (gpm)	Biweekly Total Coliform	Biweekly Fecal Coliform	Daily Chlorine Residual
1	0.040333	73	28	<2	<2	<0.02
2	0.042447	97	30			<0.02
3	0.047188	84	33	<2	<2	<0.02
4	0.052683	86	37			<0.02
5	0.062928	107	44			<0.02
6	0.061171	110	43			<0.02
7	0.047448	88	33			<0.02
8	0.040911	86	29	<2	<2	<0.02
9	0.038327	77	27			<0.02
10	0.040901	68	29	<2	<2	<0.02
11	0.049068	86	34			<0.02
12	0.062810	102	35			<0.02
13	0.060271	118	42			<0.02
14	0.048990	100	34			<0.02
15	0.037964	80	26	2	2	<0.02
16	0.038325	94	27	<2	<2	<0.02
17	0.046160	88	32			<0.02
18	0.054550	84	38			<0.02
19	0.051763	146	41			<0.02
20	0.058244	105	41			<0.02
21	0.043866	80	39			<0.02
22	0.041086	85	29	<2	<2	<0.02
23	0.041537	88	29			<0.02
24	0.042263	80	29	<2	<2	<0.02
25	0.049192	101	34			<0.02
26	0.058428	103	41			<0.02
27	0.053641	93	37			<0.02
28	0.042956	90	30			<0.02
29	0.036154	95	25	<2	<2	<0.02
30	0.039439	74	27	<2	<2	<0.02
31	0.036012	72	25			<0.02
Min	0.036012	68	25	<2	<2	<0.02
Mean	0.047324	92	33	<2	<2	<0.02
Max	0.062928	146	44	2	2	<0.02
Total	1.467056	Effluent daily (dry weather) flow NTE 0.2 MGD (mean).				

Influent Brine Received	
Date	Volume (Gallons)
	N/A

Sludge Removal	
Date	Gallons
10/1/19	4,500
10/15/19	4,800
10/16/19	4,800

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)
10/3/19	20	15	374	296	
10/6/19	30	15	280	276	
10/10/19	13	11	355	256	
10/13/19	36	22	256	54	
10/16/19	17	12	378	247	
10/20/19	33	26	274	70	
10/24/19	15	14	290	243	
10/27/19	27	19	278	68	
10/30/19	21	9	248	228	
Min	13	9	248	54	---
Mean	23.6	15.9	303.7	193.1	---
Max	36	26	378	296	---
BOD Removal: 92.2%			TSS Removal: 91.8%		

\*Effluent Oil & Grease sampled 10/25/2019

Effluent Monitoring				
Date	Weekly Set. Solids (Grab)	Weekly Turbidity (Grab)	Weekly pH (Grab)	Weekly Temp °F (Grab)
10/3/19	<0.1	9.95	6.4	68
10/10/19	<0.1	12.2	6.6	67
10/16/19	<0.1	14.2	6.6	67
10/24/19	<0.1	13.0	6.5	71
10/30/19	<0.1	17.5	6.6	68
Min	<0.1	10.0	6.4	67
Mean	<0.1	13.4	6.5	68.2
Max	<0.1	17.5	6.6	71

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.

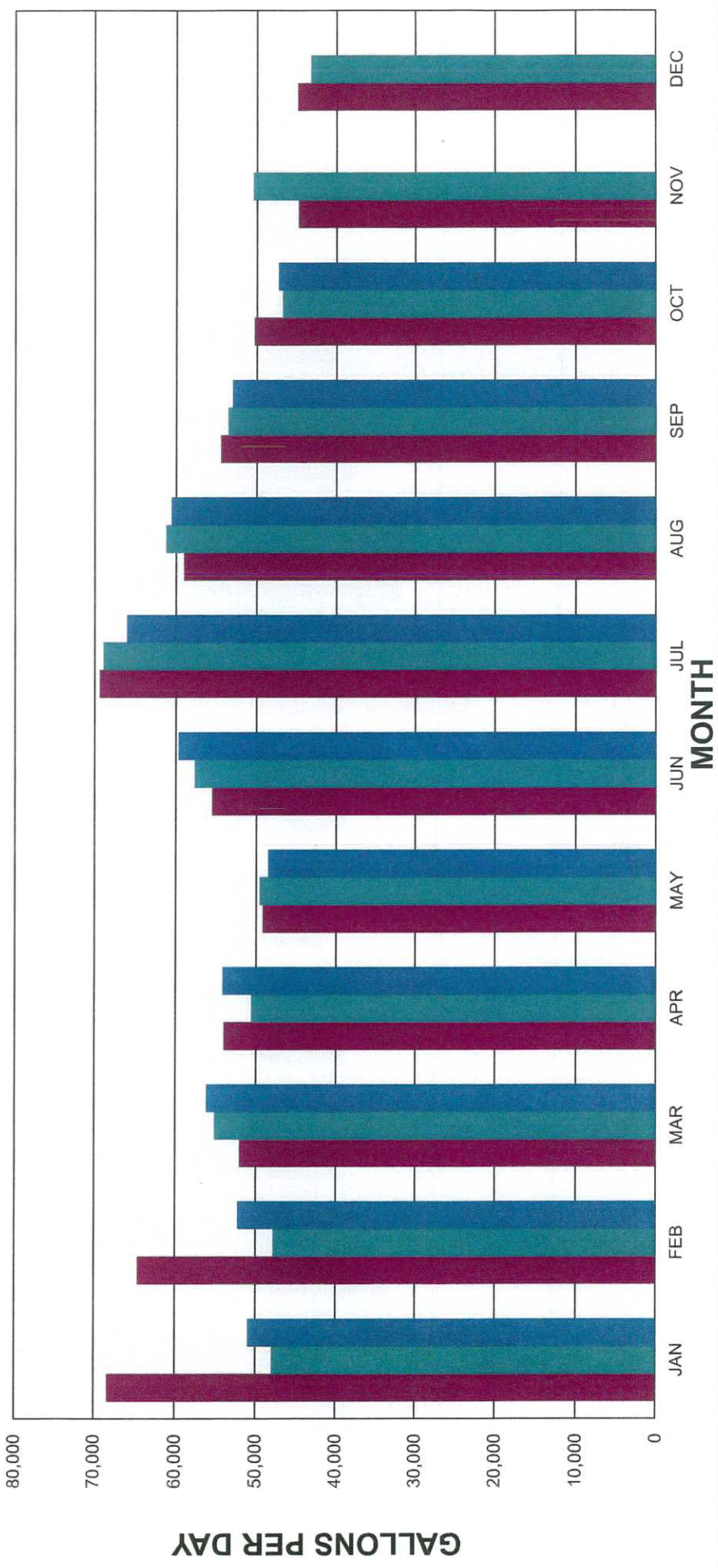
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PRINTED NAME: \_\_\_\_\_

DATE: \_\_\_\_\_  
TITLE: \_\_\_\_\_



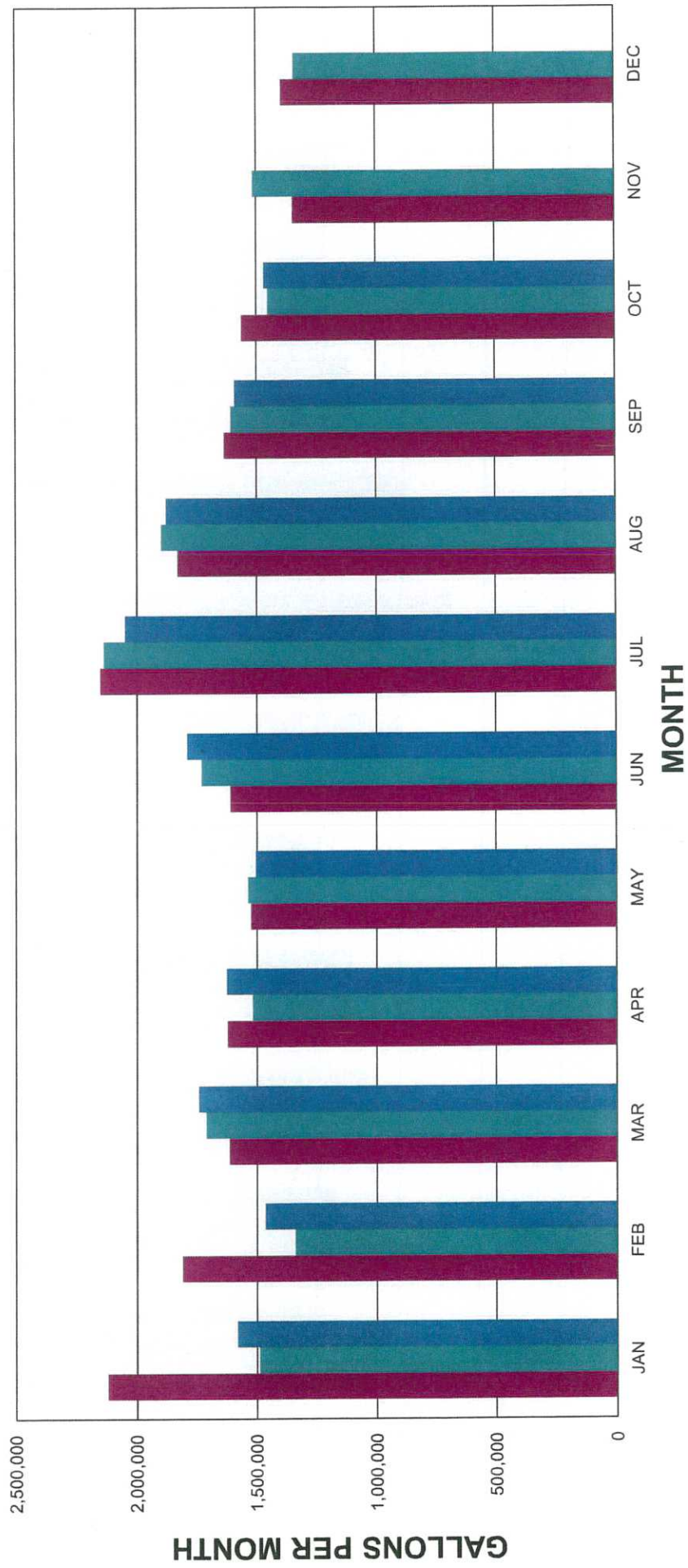
# ABCSD AVERAGE DAILY WWTP EFFLUENT FLOW (2017 - 2019)

■ 2017   
 ■ 2018   
 ■ 2019



# ABCSD MONTHLY TOTAL WWTP EFFLUENT FLOW (2017 - 2019)

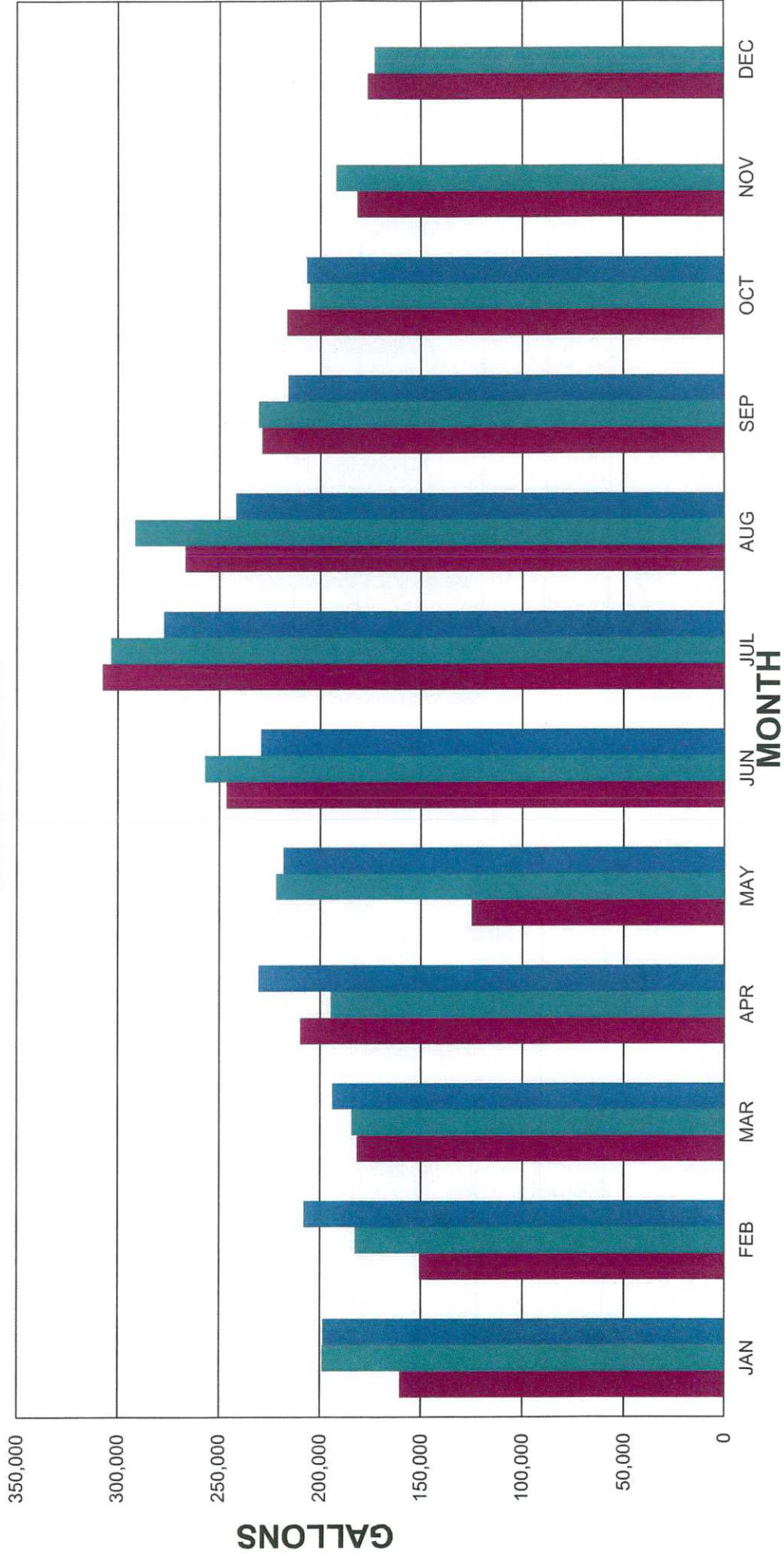
■ 2017 ■ 2018 ■ 2019





# PORT SAN LUIS MONTHLY TOTAL FLOW (2017 - 2019)

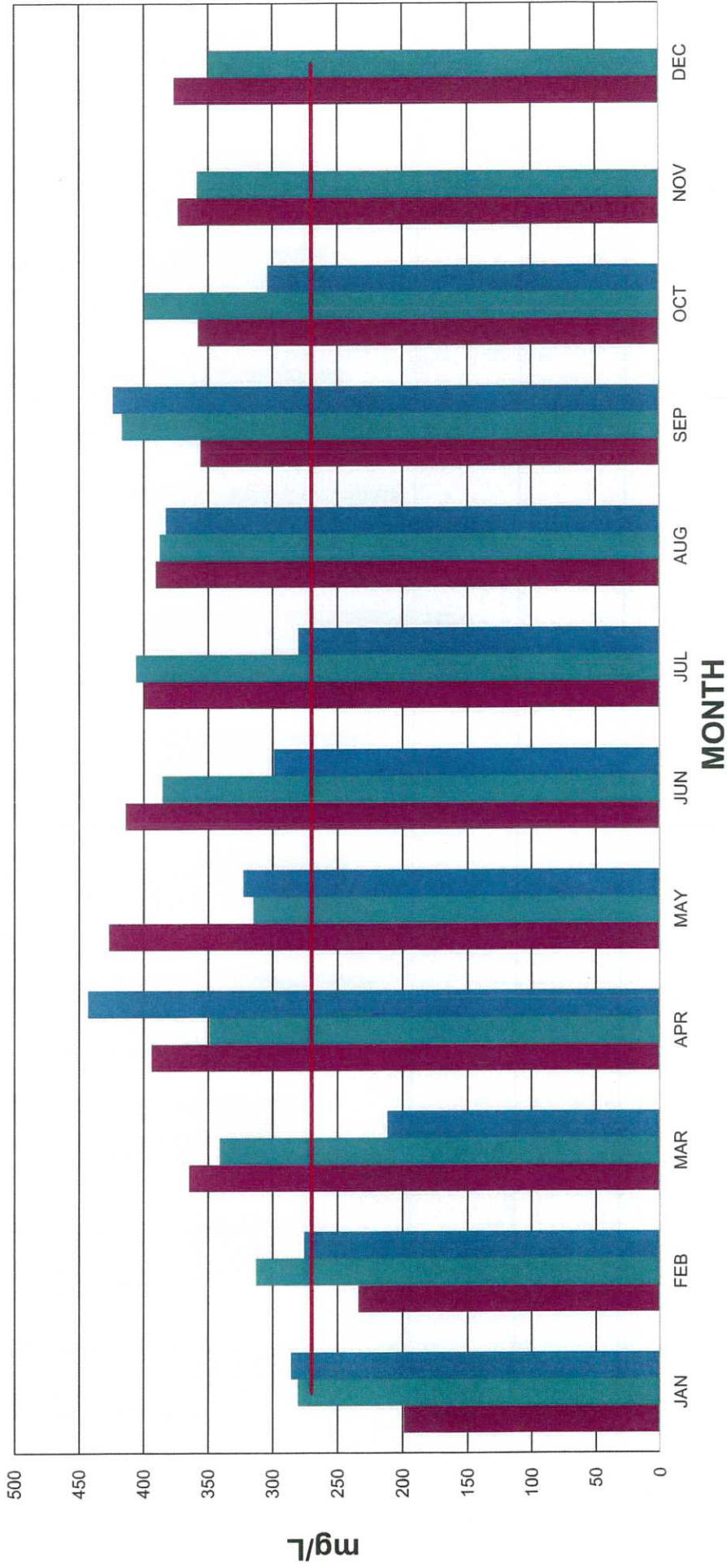
■ 2017 ■ 2018 ■ 2019





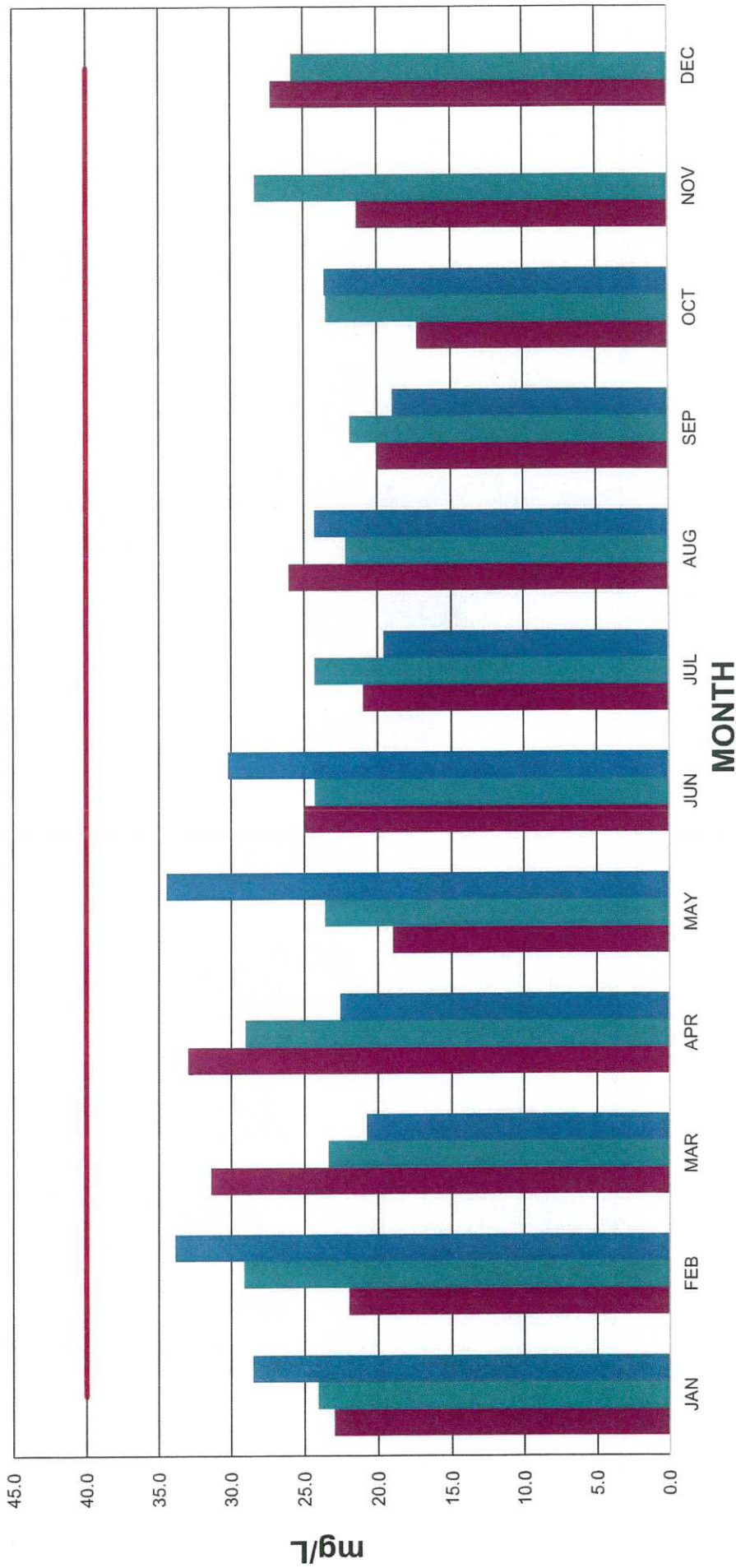
# ABCSD MONTHLY AVERAGE INFLUENT BOD (2017 - 2019)

■ 2017   
 ■ 2018   
 ■ 2019   
 — WWTP Design

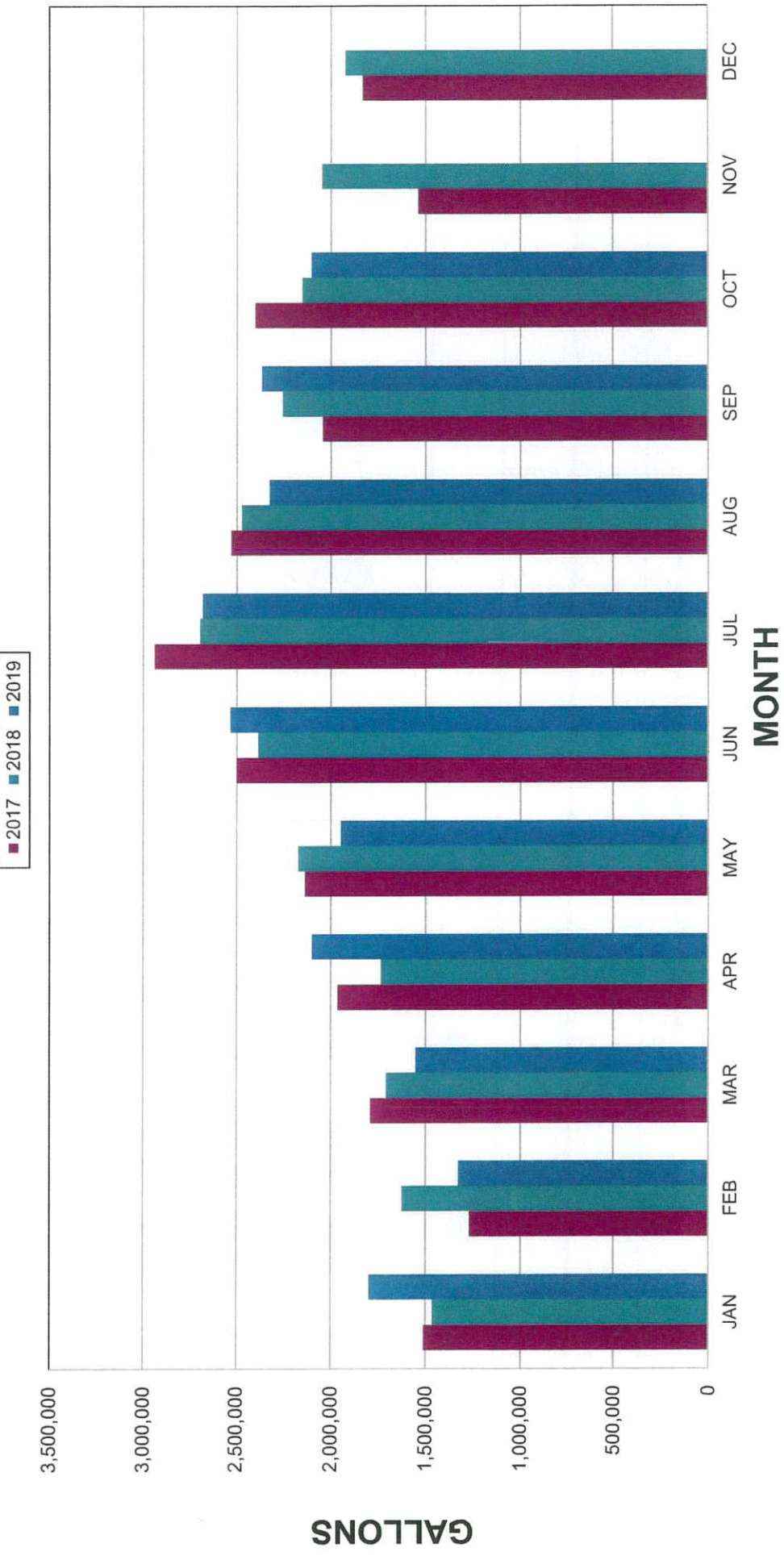


# ABCSD MONTHLY AVERAGE EFFLUENT BOD (2017 - 2019)

■ 2017   
 ■ 2018   
 ■ 2019   
 — 30 Day Average Limit



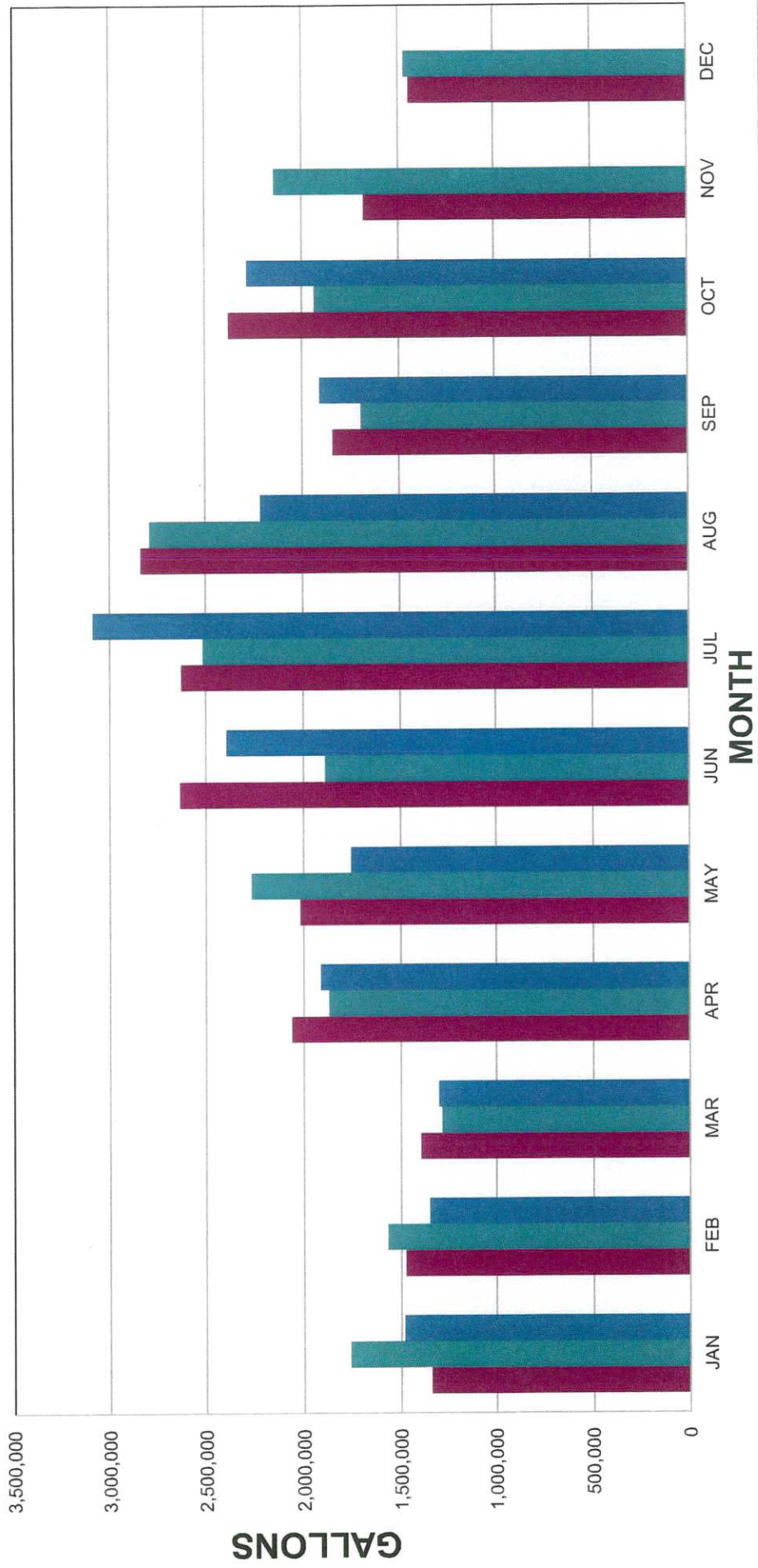
# ABCSD MONTHLY WATER PURCHASED FROM LOPEZ (2017 - 2019)





# ABCSD MONTHLY WATER SOLD (2017 - 2019)

■ 2017 ■ 2018 ■ 2019






**AVILA BEACH**  
**COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Garrett Veyna, SLO County Fire Marshal  
Via, Brad Hagemann, General Manager 

DATE: November 12, 2019

SUBJECT: Introduction of an ordinance amending Title 15 of the Avila Beach Community Services District Fire Code to be consistent with the most recently adopted State codes and general cleanup. Hearing set for December 10, 2019.

Recommendation:

It is recommended that the Board of Directors introduce the attached ordinance and set December 10, 2019 as the date to hold a public hearing on the proposed ordinance amendments.

Discussion:

This ordinance is being introduced on your November 12, 2019 agenda in order to hold a public hearing and take action at your December 10, 2019 meeting. Every three years, the California Fire codes are republished to incorporate all code changes accepted by a majority vote of the members attending the annual code development hearings. The State of California adopts and amends the most recent edition of these codes, which are subsequently published by the California Building Standards Commission.

The Commission completed the adoption process for the 2019 edition of the California Fire Code, also known as Title 24, Part 9 of the California Code of Regulations. As a result, the new code (2019 California Fire Code) will become effective statewide on January 1, 2020.

The proposed ordinance will amend existing chapters of the District Fire Code that adopt and amend the 2019 California Fire Code, including chapters and sections not adopted by agencies of the State of California, and appendices. .

Amendments for this adoption cycle include revisions primarily for clarification as part of a general cleanup within the Fire Prevention Ordinance. While many of the changes are to keep consistent with the revised codes, they also provide clarification and formatting changes for ease of use.

Before this Ordinance can be adopted it must be introduced before the Board and a public hearing must be set. Completing this action would allow your Board to take action on the ordinance on December 10, 2019.



**ORDINANCE NO. 2019-01**

**AN ORDINANCE OF THE AVILA BEACH COMMUNITY SERVICES DISTRICT  
AMENDING AND RESTATING THE DISTRICT'S FIRE CODE FOUND IN TITLE 15  
OF THE AVILA BEACH COMMUNITY SERVICE DISTRICT CODES, INCLUDING  
THE ADOPTION OF THE 2019 EDITION OF THE CALIFORNIA FIRE CODE,  
INCLUDING ANNUAL SUPPLEMENTS AND STATE AMENDMENTS AND ERRATA.**

**WHEREAS**, it is the desire and intent of the Avila Beach Community Services District ("District") to provide citizens with the greatest degree of protection from fire; and

**WHEREAS**, the California Building Standards Code, Title 24, which incorporates the California Fire Code, is adopted every three years by order of the California Legislature with supplements published in intervening years;

**WHEREAS**, the District contracts with the California Department of Forestry and the Fire Protection for fire protection and enforcement of the District's Fire Code; and

**WHEREAS**, the Avila Beach Community Services District proposes to make certain changes in the requirements of the 2019 California Fire Code which are more restrictive than State law and will affect all occupancies within the District; and

**WHEREAS**, California Health and Safety Code Section 17958.5 requires the District to make express findings that due to local climatic, geological, or topographical conditions that modifications and changes to the current California Building Code are reasonably necessary to provide sufficient and effective protection of life, health, and property before adopting such changes, and Section 17958.7 requires that such findings be filed with the California Building Standards Commission; and

**WHEREAS**, the latest edition of the California Building Standards Code was published and adopted this year and has the force of law beginning January 1, 2020 and any local additions, amendments and deletions must then be incorporated; and

**WHEREAS**, this ordinance will adopt and amend the 2019 California Fire Code including annual supplements and State amendments and errata; and

**NOW THEREFORE**, the Board of Directors of the Avila Beach Community Services District ordains as follows:

**SECTION 1**

- A. **General:** Pursuant to Health and Safety Code §17958.5, the Avila Beach Community Services District hereby finds that due to local climatic, geologic and topographic conditions as stated in this section, that modifications and amendments, as identified in this Ordinance to the current California Building Standards Code (including the California Fire Code) are reasonably necessary to provide sufficient and effective protection of life, health and property.

B. **Climatic:** The hot, dry weather in combination with Santa Lucia winds frequently results in wildland fires in areas of the County of San Luis Obispo. These conditions create an environment where the entirety of local fire department personnel is required to control, monitor, fight and protect against such fire situations in an effort to protect life and preserve property. The same climatic conditions may result in the concurrent occurrence of one or more fires in the more populated areas of the County without adequate fire department personnel to protect against and control such a situation. During such periods, limited fire-fighting resources support the imposition of greater fire-protection requirements than set forth in the 2016 California Fire Code.

C. **Geological:** The County of San Luis Obispo is in an area of high seismic risk. Four active faults are within the county, each capable of generating large, damaging earthquakes. These faults are: the San Andreas Fault, which trends northwest-southeast near the eastern boundary of San Luis Obispo County; the San Simeon Fault, which is part of the larger Hosgri Fault Zone and parallels the coastline in the northern part of San Luis Obispo County; the Los Osos Fault, which parallels the Los Osos Valley a few miles southwest of the city of San Luis Obispo; and the Oceanic Fault, which runs from the city of San Luis Obispo northwest toward the community of Cambria, and was the fault responsible for the Magnitude 6.5 San Simeon earthquake that affected the region in December 2003. In addition, there are several potentially active faults within the county, including the Rinconada Fault, the Huasna Fault, and the Nacimiento Fault Zone. These faults could also produce large earthquakes.

Earthquakes from these faults could produce primary effects such as strong ground shaking or ground rupture, and secondary effects such as liquefaction and landslides. These primary and secondary effects pose a significant hazard to the county's building stock and infrastructure, and to public health and safety. These hazards include strong shaking causing collapse of vulnerable buildings and bridges, ground rupture affecting roads and highways, and liquefaction damaging buildings, pipelines (water, gas, sewage), marine facilities (docks, jetties), railroads, and airports. Fire from broken gas lines and the lack of water from broken water lines could result in major damage. Landslides caused by strong shaking, possibly in combination with wet weather conditions, could block highways and railroads, thereby isolating parts of the county and affecting emergency response. Earthquake-induced landslides could also produce rockfalls that could strike and damage buildings and vehicles. Tsunamis could inundate the coastline. The protection of human life and the preservation of property in the event of such an occurrence support the imposition of fire protection requirements greater than set forth in the 2016 California Fire Code.

D. **Topographical:** The County of San Luis Obispo has rural areas that are in very high fire hazard areas. Due to varied topography, access to structures in rural areas increases response time and delays fire suppression efforts. An extended

response time will allow fires to grow beyond the control of initial attack fire suppression resources. Large structure fires in the hillside areas will have a greater likelihood of starting a wildland fire, which may expose additional structures to fire. The above described problems support the imposition of built-in fire protection requirements greater than those set forth in the 2016 California Fire Code.

**SECTION 2 Chapter 15.08 of the District's Fire Code is Amended and Restated as follows:**

Chapter 15.08  
Fire Control Regulations

Sections:

15.08.010	Scope
15.08.020	Nationally recognized standards
15.08.030	Adoption of the California Fire Code by reference
15.08.050	Definitions
15.08.060	Authority to Inspect
15.08.070	Amendments made in the California Fire Code
15.08.080	Fire Hazards/Weed and Waste Matter Abatement

**Title 15 HEALTH AND SAFETY**

**Chapter 15.08 FIRE CONTROL REGULATIONS**

**15.08.010 Scope.**

An Ordinance of the Avila Beach Community Services District amending and restating the District's Fire Code including adopting the ~~2016~~ 2019 edition of the California Fire Code with amendments, regulating and governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises in the Avila Beach Community Services District ("District") providing for the issuance of permits and collection of fees.

**15.08.020 Nationally recognized standards.**

Where no applicable standards or requirements are set out in this code, or contained within other laws, codes, regulations, ordinances or bylaws adopted by the District, compliance with applicable standards of the National Fire Protection Association or other nationally recognized fire-safety standards as approved by the fire chief shall be deemed prima facie evidence of compliance with the intent of this code.



**15.08.030 Adoption of the 2016 2019 California Fire Code by Reference.**

Except as amended by Sections 15.08.050 through 15.08.080 (below) the Avila Beach Community Services District adopts by reference the 2016 2019 Fire Code including Appendix Chapter 4 and Appendices B, BB, C, CC F, H, I and K are adopted by reference into this Chapter including Appendix, Chapter 4, Section 103, Section 503 and Appendices, B, BB, C, CC, and H as modified and amended. All other Appendices to the 2016 2019 Fire Code are expressly not adopted. Title 15 of the Avila Beach Community Service District Regulations is hereby amended and restated accordingly. All annual supplements and State Amendments and Errata to the 2016 2019 California Fire Code, that are not inconsistent with this Ordinance, are incorporated herein by reference.

**15.08.050 Definitions**

- A. District Fire Chief, Fire Chief or Chief Fire Official means the California Department of Forestry and Fire Protection/San Luis Obispo County Fire Chief.
- B. The District Fire Department means the California Department of Forestry and Fire Protection and employees, apparatus, materials and equipment assigned to it by the District and the California Department of Forestry and Fire Protection pursuant to contract.
- C. Property Owner means the owner of property whose name and address appears on the latest equalized County assessment roll.
- D. Governing Body or Appointing Authority means the District Board of Directors.
- E. Jurisdiction means the boundary of the Avila Beach Community Services District.

**15.08.060 Authority to Inspect**

Employees of the District Fire Department are authorized to enter upon any property or premises to ascertain whether the provisions of the Fire Code are being violated, and to make any examinations, inspections and surveys as may be necessary in the performance of their enforcement duties. Examinations may include the taking of photographs, samples or other physical evidence. All inspections, entries, examinations and surveys shall be done in a reasonable manner. If an owner, occupant or agent refuses permission to enter or inspect, the Fire Code Official may seek an administrative inspection warrant pursuant to the procedures provided for in California Code of Civil Procedure Section 1822.50 through 1822.59.

**15.08.070 Amendments made in the California Fire Code.**

The California Fire Code, 2016 ~~2019~~ Edition, is amended, changed and incorporated into the District's Fire Code as follows:

**Amendment No. 1**

Section 101.1 "Title", is amended to read as follows:

**101.1 Title.** These regulations, including Sections 15.08.010 through 15.08.070, shall be known as the *Fire Code* of the Avila Beach Community Services District, and may be cited as Avila Beach Community Services District Fire Code, ABCSD Fire Code, or the District Fire Code, hereinafter referred to as "this code" or the District's Fire Code.

**Amendment No. 2**

Section 103. "Department of Fire Prevention" is amended by addition thereto as follows:

- A. The California Department of Forestry and Fire Protection/San Luis Obispo County Fire Chief is:
  - 1 The Chief Fire Official and is charged with the enforcement and administration of the District Fire Code.
  - 2 The Board of Directors' authorized representative to appoint Fire Code Official(s).
  - 3 The Board of Directors' authorized representative to appoint member of the California Department of Forestry and Fire Protection with the authority of peace officers or public officers pursuant to California Penal Code sections 830.2(g), 830.7(d) and 836.5(a) in performing their duties under the California Fire Code.
  
- B. The Fire Chief is authorized to make necessary and reasonable policies and procedures that are consistent with the provisions of this Fire Code to aid in its implementation.

**Amendment No. 3**

Section 105.3.3 "Occupancy Prohibited Before Approval" is amended to read as follows:

**105.3.3 Occupancy and use prohibited before approval.** The building or structure shall not be occupied prior to the fire code official issuing a permit that indicates that applicable provisions of this code have been met. No appliance, device, equipment, or system shall be operated or used until the installation has been approved and permitted by the fire code official and all applicable provisions of this code have been met. It shall be the duty of the permit applicant or contractor or both to cause the work to remain accessible and exposed for

inspection purposes.

#### Amendment No. 4

Section 108.1 "Board of Appeals Established" is amended to read as follows:

**108.1 109.1 Board of Appeals Established.** In order to hear and decide appeals of orders, decisions or determination made by the Fire Code Official relative to the application and interpretation of this Fire Code, there shall be and is hereby created a Board of Appeals. Until such time as the District Board of Directors appoints members to the Board of Appeals, the Board of Appeals shall be the Board of Appeals appointed by the County of San Luis Obispo. The rules of procedure for conducting the business of the Board of Appeals shall be those procedures established by the County of San Luis Obispo. The District Manager shall provide staff services for the Board of Appeals. The Board of Appeals shall render all decisions and findings in writing to the appellant with a duplicate copy to the Fire Code Official. The fee for appeals shall be consistent with the fees established by the District Board of Directors.

#### Amendment No. 5

Section 109 "violations" is amended to read as follows:

**109.1 110.1 Unlawful acts.** It shall be unlawful for a person, firm or corporation to

1. Erect, construct, alter, repair, remove, demolish or utilize a building, occupancy, premises or system regulated by this Fire Code, or cause same to be done, in conflict with or in violation of any of the provisions of this Fire Code. To violate any provision or to fail to comply with any of the requirements of this Fire Code.
2. To cause, aid, abet, or conceal the fact of a violation of this Fire Code.

**109.3 110.3 Notice of violation.** When the Fire Code Official finds a violation referenced in Paragraphs A (1), (2), or (3), above, the Fire Code Official is authorized to prepare a written notice of violation describing the violation and, when compliance is not immediate, specifying a time for re-inspection.

**109.3.1 110.3.1 Service.** A notice of violation issued pursuant to this Fire Code shall be served upon the Property Owner, operator, occupant or the person responsible for the condition or violation, either by personal service, mail or delivering the same to, and leaving it with, some person of responsibility upon the premises. For unattended or abandoned locations, a copy the such notice of violation shall be posted on the premises in a conspicuous place at or near the entrance to such premises and the



notice shall be mailed by certified mail with return receipt requested or a certificate of mailing, to the last known address of the Property Owner, occupant or both.

~~109.3.2~~ **110.3.2 Compliance with orders and notices.** A notice of violation issued or served as provided by this Fire Code shall be complied with by the Property Owner, operator, occupant or other person responsible for the condition or violation to which the notice of violation pertains.

~~109.3.3~~ **110.3.3 Prosecution of violation.** If the notice of violation is not complied with promptly, the Fire Code Official is authorized to request District Legal Counsel to institute the appropriate legal proceedings at law or in equity to restrain, correct, or abate such violation or to require removal or termination of the unlawful occupancy of the structure in violation of the provisions of this Fire Code or of the order or direction made pursuant hereto.

~~109.3.4~~ **110.3.4 Unauthorized tampering.** Signs, tags or seals posted or affixed by the Fire Code Official shall not be mutilated, destroyed or tampered with or removed without authorization from the Fire Code Official.

~~109.4~~ **110.4 Violation penalties.** Persons (as defined in Chapter 2) who shall violate a provision of this Fire Code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the Fire Code Official, or of a permit or certificate used under provisions of this Fire Code, shall be guilty of a misdemeanor except for those specifically declared by the Fire Code to be an infraction. Notwithstanding any other provision of the Fire Code, any misdemeanor violation or failure to comply may, in the discretion of the District Legal Counsel or the Fire Code Official, be initially charged or subsequently prosecuted as an infraction. Each and every infraction violation is punishable by a fine not exceeding one hundred (\$100) dollars for a first violation; a fine not exceeding two hundred (\$200) dollars for a second violation of the Fire Code within one (1) year; and a fine not exceeding five hundred (\$500) dollars for a third violation of the Fire Code within one (1) year. Each and every misdemeanor violation is punishable by a fine not exceeding one thousand (\$1,000) dollars, or by imprisonment in the county jail for a period not exceeding six (6) months, or by both such fine and imprisonment.

~~109.4.1~~ **110.4.1 Abatement of violation.** In addition to the imposition of the penalties herein described, the Fire Code Official is authorized to institute appropriate action to prevent unlawful construction or to restrain, correct or abate a violation; or to prevent illegal occupancy of a structure or premises; or to stop an illegal act, conduct of business or occupancy of a structure on or about any premises.

~~109.4.1.2~~ **110.4.1.2 Continuing violations.** The imposition of one (1) penalty for any violation shall not excuse the violation or permit it to continue.

~~109.4.1.3~~ **110.4.1.3 Separate offense.** For each and every day, unless stated elsewhere, during any portion of which any violation of any provisions of this Fire Code is committed, continued, or permitted by such person (including firms or corporations) shall be a separate offense and punishable accordingly.

~~109.5~~ **110.5 Public Nuisance.** Enforcement by Civil Action. In addition to the penalties provided in the Fire Code, any condition caused or permitted to exist in violation of any of the provisions of the Fire Code shall be deemed a public nuisance and may be abated as such, and every day such condition continues shall be regarded as a new and separate offense.

~~109.5.1~~ **110.5.1 Injunctive Relief.** The Fire Code may also be enforced by injunction issued by the Superior Court upon the suit of the District. This method of enforcement shall be cumulative and in no way affect the penal provisions hereof.

~~109.5.2~~ **110.5.2 Fees, Charges, Fines and Penalties.** The amount of any fee, service charge, fine or penalty of any nature whatsoever imposed by any provision of this Fire Code shall be deemed a civil debt owing to the District, County or Court. An action may be commenced in the name of the District in any court of competent jurisdiction for the collection of the amount of any such delinquent or unpaid fee, service charge, fine or penalty together with any penalties applicable thereto as prescribed by this Fire Code.

~~109.5.3~~ **110.5.3 Collection of Fees, Charges, Fines and Penalties with Taxes.** The Board of Directors hereby adopts the procedures for the collection of delinquent rates, charges, fines, penalties and fees established in Government Code Sections 61115(c) and (d) or any successor statutes. The General Manager or his/her designee is authorized to record a certificate specifying the amount of any such charges, fines, and fees and the name and address of the persons liable therefore, sixty (60) days after the payment becomes delinquent, pursuant to Government Code Section 61115(c).

~~109.5.4~~ **110.5.4 Remedies Cumulative.** Enforcement of the provisions of this Fire Code and remedies for collection of various fees, charges, fines and penalties are cumulative and may be pursued alternatively or consecutively by the District. The District's use of any one of the remedies, legal actions or enforcement actions prescribed herein shall not bar the use of any other remedy, legal action or enforcement procedures provided by the Fire Code or by law for the purpose of enforcing the provisions hereof.

**Amendment No. 6**

Section 111 ~~112~~ "Stop Work Order" is amended to read as follows:

**112.1 Failure to comply.** Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be subject to the criminal sanctions set forth in Health and Safety Code Section 13871.s.

**Amendment No. 7**

Section 202, "General Definitions" the definition of "Alteration" is amended to read as follows:

**Alteration.** Any change or renovation to an existing structure other than a repair or addition. Alterations include but are not limited to the addition or elimination of walls within the existing building envelope. Alteration also includes modifications to the structure which involve complete removal and replacement of wall board within any room.

**Amendment No. 8**

Section 202, "General Definitions" the definition of "Floor Area, Gross", is amended by addition thereto as follows:

**Floor Area Gross.** For the purpose of calculating square footage for the application of fire sprinkler requirements and fire flow requirements, the floor area shall include all combustible areas attached to the structure, including garages, patio covers, overhangs and, covered walkways. Alterations and/or remodel square footage will be considered a combined and cumulative sum of floor area.

**Amendment No. 9**

Section 302.1, "Definitions", is amended to add the following definition:

**Sky Lantern.** An airborne lantern typically made of paper with a wood frame containing a candle, fuel cell composed of waxy flammable material or other open flame which serves as a heat source to heat the air inside the lantern to cause it to lift into the air. Sky candles, fire balloons and airborne paper lanterns mean the same as sky lanterns.

**Amendment No. 10**

Section 308.1.6.3 is added to read as follows:

**308.1.6.3 Sky lanterns.** The ignition and launching of sky lanterns is prohibited.



Exceptions: Upon approval of the fire code official, sky lanterns may be used under the following conditions:

(a) When necessary for religious or cultural ceremonies and adequate safeguards have been taken in the discretion of the fire code official.

(b) Sky Lanterns shall be tethered in a safe manner to prevent them from leaving the area and must be constantly attended until extinguished.

#### **Amendment No. 11**

Section 403 Public Assemblages and Events is amended by addition thereto to read as follows:

**403.2.2 Procedures.** Prior to Fire Department Review, proposed event area must first complete all requirements pursuant to Title 22, the San Luis Obispo County Land Use Ordinance. This includes receiving any necessary land use permit approval and issuance of construction and Conditional Use Permit requirements.

A fire safety review is required to ensure public safety in a place of assembly, or any other place where people congregate, including but not limited to; amusement buildings, carnivals and fairs, exhibits and trade shows, open burning, flames and torches, candles, places of assembly, temporary membranes structures and tents, pyrotechnics and special effects, live audiences and any event with public attendance over 250.

A written plan must be submitted to the fire code official 30 days prior to the event. Written submittal requirements will be in accordance with Section 404 Fire Safety and evacuation plans. A field inspection verifying compliance of fire and life safety conditions must be conducted prior to public occupancy of the event. If modifications or additions to the event areas are made, an updated permit & inspection must be completed.

All other provisions of section 403 remain unchanged without amendment.

Exception: A and E Occupancies

#### **Amendment No. 12**

Section 405.7 "Initiation" is amended to read as follows:

**405.7 Initiation.** Where a fire alarm system is provided, emergency evacuation drills shall be initiated by activating the fire alarm system. Prior to initiating an alarm, the person initiating the alarm shall contact the fire alarm monitoring company and advise the company's dispatcher of the fire drill. In

cases where the fire alarm system is not monitored by a central station, notification shall be provided to the fire department dispatch center.

**Amendment No. 13**

**503.2.9.4 Surfaces.** Roads shall be designed and maintained to support the imposed load of fire apparatus weighing at least 75,000 pounds and provide aggregate base. Driveways and road and driveway structures shall be designed and maintained to support at least 40,000 pounds.

**Comment [VG1]:** State Title 14 is changing accommodate residential.

**Amendment No. 14**

**503.2.9.5 Special Purpose Roads.** Roads designated to service non-habitable infrastructure to include specific group U occupancies including communication towers and water tanks. Road shall be designed to have a minimum 12-foot travel lane and 13 foot 6-inch vertical clearance. Special purpose roads exceeding 150 feet in length but less than 800 feet shall have a standard turnout near the midpoint of the driveway. Turnouts shall be provided at the terminus of the roadway within 50 feet of infrastructure.

**Comment [VG2]:** Used for projects like cell towers etc.

~~**Amendment No. 13**~~

~~Section 503.1.2 "Additional Access" is amended by addition, thereto as follows:~~

~~**503.1.2.1 Maximum Dead-end Road Lengths.** The maximum length of dead-end road, including all dead-end roads accessed from that dead-end road, shall not exceed 500 feet.~~

**Amendment No. 15**

~~Section 503.1.2 "Additional Access" is amended by addition, thereto as follows:~~

~~**503.1.2.1 Maximum Dead-end Road Lengths.** The maximum length of dead-end roads, including all dead-end roads accessed from a dead-end road, shall not exceed the following cumulative lengths, regardless of the number of parcels served:~~

**Comment [VG3]:** Removing secondary egr from the San Luis Obispo County Land Use ordinance.

Parcel size	Length
less than one (1) acre	800 feet

1 acre to 4.99 acres	1320 feet
5 acres to 19.99 acres	2640 feet
20 acres or larger	5280 feet

All lengths shall be measured from the edge of the roadway surface at the intersection that begins from the road to the end of the road surface at its farthest point. Where a dead-end road crosses areas of differing zoned parcel sizes requiring different length limits, the shortest allowable length shall apply. Where parcels are zoned 5 acres or larger, turnarounds shall be provided at a maximum of 1320 feet or 1/4 mile intervals.

Lengths exceeding maximum dead-end road distances require secondary access as determined by the fire code official. Placement of roads shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the property to be served, measured in a straight line between accesses.

**Comment [VG4]:** Clear definition on placement of egress if required.

**Amendment No. 14**

Section 503.2 "Specifications" is amended by addition there to as follows:

**503.2.7 Grade.** The grade for all roads, streets, private lands and driveways shall not exceed 16 percent unless approved by fire code official. Design criteria shall be in accordance with San Luis Obispo County Public Works public improvement standards. Roads 12% -16% shall be a nonskid asphalt or concrete surface as specified in San Luis Obispo County Standard Specifications and Improvement Drawings.

**Amendment No. 16**

Section 503.2 "Specifications" is amended by addition there to as follows:

**503.2.7 Grade.** The grade for all roads, streets, private lands and driveways shall not exceed 20 percent. Design criteria shall be in accordance with San Luis Obispo County Public Works public improvement standards. Roads having a grade between 12% and 20% shall be a nonskid asphalt or concrete surface as specified in San Luis Obispo County public improvement Standards, specifications and drawings. Any driveway with a proposed grade of between 16% and 20% must be approved by the San Luis Obispo County Fire Marshal.

**Comment [VG5]:** State Title 14 is going to 20% grade in SRA.

**Comment [BD6]:** Should this read:  
Roads having a grade between 12% and 20% shall . . .



**503.2.9 Driveway.** Driveway specifications shall be provided and maintained when serving no more than one legal parcel or lot with no more than 3 4 dwelling units, and any number of accessory buildings.

~~503.2.9.1 Driveway.~~ Width for high and very high fire severity zones:

Driveway Length	Required width
0-49 feet	10 feet is required
50-199 feet	12 feet is required
Greater than 200 feet	16 feet is required

**Amendment No. 17**

**503.2.9.1 Driveway width for high and very high fire severity zones:**

Length	Required Width
0 -199'	12'
Greater than 200'	14'

**503.2.9.2 Turnarounds.** Turnarounds must be provided if driveway exceeds 300 feet, and shall be within 50 feet of the building. For driveways exceeding 300 feet, a turn-around shall be at the building site and must be within 50 feet of the dwelling. For driveways exceeding 800 feet, turnouts shall be provided no more than 400 feet apart. Driveways exceeding 150 feet in length, but less than 800 feet in length, shall provide a turnout near the midpoint of the driveway.

**503.2.9.3 Turnouts.** A turnout shall be provided near the midpoint and shall be a minimum of 10 feet wide and 30 feet long with a minimum 25 foot taper on each end.

**503.9.4 Fuel Breaks.** The Chief or his/her designee is authorized to cause an area within 10 feet on each side of the driveway to be cleared of flammable vegetation and other combustible growth. The Chief or his/her designee is authorized to enter upon private property to do so.

**Exception:** Single specimens of trees, ornamental shrubbery, or cumulative groundcover such as green grass, ivy, succulents or similar plants used as groundcover provided they do not form a means of readily transmitting fire.

**Amendment No. 18**

Section 503.4 "Obstruction of Fire Apparatus Access Roads is amended to read as follows:

**503.4 Obstruction of Fire Apparatus Access Roads** Fire apparatus access roads shall not be obstructed in any manner, including the parking

of vehicles. Minimum required widths and clearances established under Section 503.2.1 shall be maintained at all times.

**503.4.2 Authority to Remove Obstruction.** The Fire Code Official and his authorized representatives shall have the power and authority to remove or cause to be removed, without notice, any vehicle or object parked or placed in violation of the California Fire Code and California Vehicle Code 22651. The owner of any item so removed shall be responsible for all towing, storage and other charges incurred.

#### **Amendment No. 19**

Section 504.3 Stairway access to roof is amended by addition thereto to read as follows:

**504.3 Stairway access to roof.** New buildings two or more stories above grade plane, except those with a roof slope greater than four units vertical in 12 units horizontal (33.3-percent slope), shall be provided with a stairway to the roof or other access to the roof for emergency personnel approved by the fire code official. Stairway access to the roof shall be in accordance with Section 1009. Such stairway or other approved access shall be marked at street and floor levels with a sign indicating that the stairway or access continues to the roof. Where roofs are used for roof gardens or for other purposes, stairways shall be provided as required for such occupancy classification.

#### **Amendment No. 20**

Section Section 505 "Premises Identification" is amended to read as follows:

**505.1 Address Identification.** New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. Where required by the fire code official, address numbers shall be approved in additional approved locations to facilitate emergency response. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of Residential 6 inches, Commercial 8 inches, and Industrial 10 inches high with a minimum stroke width of 0.5 inch (12.7mm)

**505.1.1 Directories.** Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address numbers shall be maintained. When required by the fire code official, complexes with multiple buildings may be required to provide directories, premises maps and directional signs. The scale, design and location of directory signs shall be approved by the fire code official and may be required to be illuminated.

**Amendment No. 21**

**507.2.2.1 Water Tanks.** Fire water tanks and exposed supply lines constructed of combustible materials to include polyethylene/plastic are required to have 30 feet of vegetation clearance. Readily flammable vegetation shall be cleared 30 feet in all directions.

**Comment [VG7]:** Removing metal tank requirement but adding in vegetation clearance requirement.

**Amendment No. 22**

Section 603 "Fuel-Fired Appliances" is amended to read as follows:

**603.1.4 Fuel Oil.** The grade of fuel oil used in a burner shall be that for which the burner is approved and as stipulated by the burner manufacturer. Oil containing gasoline shall not be used.

**603.9 Gas meters.** Above-ground gas meters, regulators and piping subject to damage shall be protected by a barrier complying with Section 312 or otherwise protected in an approved manner. Gas meters shall be permanently marked and identified as to the building or system served.

**Amendment No. 23**

Section 606.8 "Refrigerant Detector" is amended to read as follows:

**606.8 Refrigerant Detector.** Machinery rooms shall contain a refrigerant detector with an audible and visual alarm. The detector, or a sampling tube that draws air to the detector, shall be located in an area where refrigerant from a leak will concentrate. The alarm shall be actuated at a value not greater than the corresponding TLV-TWA values shown in the California Mechanical Code for the refrigerant classification. Detectors and alarms shall be placed in approved locations. In addition, emergency shutoff shall also be automatically activated when the concentration of refrigerant vapor exceeds 25 percent of LFL (Lethal Flammable Limits).

**Amendment No. 24**

Section 901.4 "Non required Fire Protection Systems" is amended to read as follows:

**901.4.2 Non-required fire protection systems.** Any fire protection system or portion thereof not required by this code or the California Building Code may be allowed, when approved by the fire code official, to be furnished for partial or complete protection provided such installed system meets the requirements of this code, NFPA standards, and the California Building Code.



**Exception:** An automatic fire sprinkler system shall not be permitted unless a complete system.

**Amendment No 25**

903.1 Automatic Fire Sprinkler System Requirements for New Construction  
(attached)

903.2 Automatic Fire Sprinkler System Requirements for existing Construction  
(attached)

Delete previous Fire Sprinkler Charts.

Section 903 "Automatic Sprinkler System" is amended by deletion of 903.2 through 903.2.11.3. Amend sections 903.2 by addition thereto to read as follows:

**903.2 Where required.** An approved automatic fire sprinkler system shall be installed:

#### **Amendment No 22**

Section 903.3.6 "Hose Threads" is amended to read as follows:

**903.3.6 Hose Threads.** Fire hose threads used in connection with fire-extinguishing systems shall be national standard hose thread or as approved by the fire department.

#### **Amendment No 23**

Section 903.4 "Sprinkler System Supervision and Alarms" is amended to read as follows:

**903.4 Sprinkler System Supervision and Alarms.** All valves controlling the water supply for automatic sprinkler systems, pumps, tanks, water levels, and temperatures, critical air pressures and water flow switches on all sprinkler systems shall be electrically monitored for integrity and to ensure valves are locked in the open position, by a central station listed by Underwriters Laboratories for receiving fire alarms.

Exceptions:

- 1) Automatic sprinkler systems protecting one and two-family dwellings.
- 2) Limited area sprinklers in accordance with Section 903.3.8 serving fewer than 20 sprinklers.
- 3) Automatic sprinkler systems installed in accordance with NFPA 13R where a common supply main is used to supply both domestic water and the automatic sprinkler system, and a separate shutoff valve for the automatic sprinkler system is not provided.
- 4) Jockey pump control valves that are sealed or locked in the open position.
- 5) Control valves to commercial kitchen hoods, paint spray booths or dip tanks that are sealed or locked in the open position.
- 6) Valves controlling the fuel supply to a fire pump engine that are sealed or locked in the open position.
- 7) Trim valves to pressure switches in dry, pre-action and deluge sprinkler systems that are sealed or locked in the open position.

## Amendment No. 26

Section 903.3.8.6 Exterior notification. All fire sprinkler systems including NFPA 13, 13D, 13R shall provide a local water flow alarm.

Comment [VG8]: Local code to require exterior bell

## Amendment No 27

Section 904.11 "Manual System Operation" is amended by addition thereto as follows:

**904.11.1. Manual System Operation Training.** It shall be the responsibility of the business owner to ensure that all employees are knowledgeable in the use of manually operated or activated fire-extinguishing systems within the occupancy.

## Amendment No. 28

Section 905.3 "required installations Standpipe Systems" is amended to read as follows:

**905.3.1 Building height and area.** Class III standpipe systems shall be installed throughout buildings where the floor level of the highest story is located more than 30 feet (9144 mm) above the lowest level of the fire department vehicle access, or where the floor level of the lowest story is located more than 30 feet (9144 mm) below the highest level of fire department vehicle access and in any parking structure.

A building that is greater than 20,000 square feet (1.858 m<sup>2</sup>) of floor area and greater than 18 feet (5.49 m) in height shall have a dry or wet standpipe system with a 2 ½ inch (64 mm) outlet at the roof near the roof access. Location of the outlet and the fire department connection to the standpipe shall be labeled and approved by the fire code official.

## Amendment No.26

~~Section 907.1 "Fire alarm and detection systems General is amended to read as follows:~~

~~This section covers the application, installation, performance and maintenance fire alarm systems and their components in new and existing buildings and structures. All new commercial building shall be installed with fire alarm Systems. The requirements of Section 907.2 are applicable to new buildings and structures. The requirements of Section 907.9 are applicable to existing buildings and structures.~~



#### Amendment No. 29

Amend Section 907.7.5 "Fire Alarm and Detection System" to read as follows:

**907.7.5 907.6.6 Monitoring.** Fire alarm systems required by this chapter or by the California Building Code shall be monitored by an approved central station service listed by Underwriters Laboratory for receiving fire alarms in accordance with NFPA 72. The central station shall contact and notify the fire dispatch center immediately on notification of an alarm and prior to making contact with the protected premises.

Exception: Supervisory service is not required for:

1. Single- and multi-station smoke alarms required by Section 907.2.11.
2. Group I-3 occupancies shall be monitored in accordance with Section 907.2.6.3.4.
3. Automatic sprinkler systems in one- and two-family dwellings

#### Amendment No. 30

**Section 907.10.1. False alarms exceeding 3 per calendar year are subject to citation and cost recovery.**

#### Amendment No. 28

~~**2306.2 Method of storage.** Approved methods of storage for Class I, II, and III liquid fuels at motor fuel dispensing facilities shall be in accordance with Sections 2306.2.1 through 2306.2.5.~~

A. ~~Amend Section 2306.2.3 to read as follows:~~

~~**2306.2.3 Above-ground tanks located outside, above grade.** Above-ground tanks shall not be used for the storage and dispensing of Class I, II, or III liquid motor fuels except when approved by the fire code official and in accordance with this Section, Section 5704.2.7 and Sections 5704.2.9.6 through 5704.2.9.6.3 and the stored fuels will not be offered for resale.~~

- ~~1. Aboveground tanks used for outside, above-grade storage of Class I liquids shall be listed and labeled as protected above-ground tanks in accordance with UL2085 and shall be in accordance with Chapter 57. Such tanks shall be located in accordance with Table 2306.2.3.~~
- ~~2. Above-ground tanks used for outside, above-grade storage of Class II or IIIA liquids shall be listed and labeled as protected above-ground tanks in accordance with UL2085 and shall be installed in accordance with Chapter 57. Tank locations shall be in accordance with Table 2306.2.3.~~

- ~~3. Tanks containing fuels shall not exceed 8,000 gallons (30 274 L) in individual capacity or 16,000 gallons (60 549 L) in aggregate capacity. Installations with the maximum allowable aggregate capacity shall be separated from other such installations by not less than 100 feet (30 480 mm).~~
- ~~4. Tanks located at farms, construction projects, or rural areas shall comply with Section 5706.2.~~
- ~~5. Above-ground tanks used for outside storage of Class IIIB liquid motor fuel shall be listed and labeled in accordance with UL 142 or shall be listed and labeled as protected above-ground tanks in accordance with UL 2085 and shall be installed in accordance with Chapter 57. Tank locations shall be in accordance with Table 2306.2.3.~~

#### Amendment No. 31

Section 5804.3 "outdoor storage" is amended to read as follows:

**5804.3 Outdoor storage.** Storage of flammable cryogenic fluids in stationary containers outside of buildings is prohibited, except when approved by the fire code official. Where outdoor storage of cryogenic fluids is allowed, containers of cryogenic fluids shall not be located within diked areas containing other hazardous materials and shall be in accordance with Sections 3204.3.1 through 3204.3.1.2.3.

#### Amendment No. 32

Section 5609 "Reserved" **Temporary storage of consumer fireworks** is amended to read as follows:

**5609.1 Fireworks prohibited.** The manufacturing, possession, storage sale, use and handling of fireworks, including without limitation, "Safe and Sane" fireworks, is prohibited.

**Exceptions:**

1. Use and handling of fireworks for professional display in accordance with Title 19, California Code of Regulations, Chapter 6 and a District Board resolution approving the public display.

**5609.2 Seizure of Fireworks.** The fire code official shall have the authority to seize, take and remove fireworks stored, sold, offered for sale, used or handled in violation of the provisions of Title 19, California Code of Regulations, Chapter 6 and California Health and Safety Code, Chapter 9.

### Amendment No. 33

Section 5704 "Location of Containers" is amended to read as follows:

~~**5704.2.9.6 Above-ground tanks outside of buildings.** Protected above-ground tanks outside of buildings shall comply with Sections 5704.2.9.6.1 through 5704.2.9.6.3 and Section 2306.2.3.~~

**5704.2.9.6.1 Locations where above-ground tanks are prohibited.**

Storage of Class I, Class II, and Class III liquids in unprotected above-ground tanks outside of buildings is prohibited. Tanks containing fuels shall not exceed 8,000 gallon (30 274 L) in individual capacity or 16,000 gallons (60 549 L) in aggregate capacity. Installations with the maximum allowable aggregate capacity shall be separated from other such installations by not less than 100 feet (30 480 mm).

### Amendment No. 34

Section 5706 "Special Operations" is amended to read as follows:

**5706.2.4.4 Location where above-ground tanks are prohibited.**

Storage of Class I liquids in above ground tanks outside of buildings is prohibited. Class II and III liquids may be stored in approved above ground containers for the purpose of dispensing only at facilities where no sales to the public occur and comply with Section 3406.1. Above ground tanks containing Class II and Class III liquids shall not exceed 2,000 gallons. Plans for the installation of above ground tanks shall be submitted to the Fire Department for approval and in conformance with applicable codes and standards. When required, a Conditional Use Permit shall be secured.

### Amendment No. 35

Section 6104 "Maximum Capacity within established limits" is amended by addition thereto as follows:

**6104.2 Maximum capacity within established limits.** The installation of any liquid petroleum gas tank over 500 gallons (1,892 L) water capacity is prohibited unless approved by the fire chief.

### Amendment No. 36

Chapter 50, "Hazardous Materials-General Provisions", is amended by addition thereto as follows:

If any provision of Chapter 50 as it pertains to Explosive Material is in conflict with San Luis Obispo County Code Chapter 6.32, the provisions of Chapter 6.32 shall control



**Amendment No. 37**

Chapter 56, "Explosives and Fireworks", is amended by addition thereto as follows:

If any provision of Chapter 56 conflicts with San Luis Obispo County Code Chapter 6.32, the provisions of Chapter 6.32 shall control.

**Amendment No. 38**

Section 4902 Definitions is amended to read as follows:

**Wildland-Urban Interface Fire Area** is a geographical area identified by the state as a "Fire Hazard Severity Zone" in accordance with Public Resources Code Sections 4201 through 4204 and Government Code Section 51175 through 51189, or other areas designated by the enforcing agency to be at a significant risk from wildfires. Areas within or in proximity to areas identified by the State as a "Fire Hazard Severity Zone" that pose a significant risk from wildfires will be considered by the Avila Beach Community Services District as a Wildland-Urban Interface Fire Area.

**15.08.080 Fire Hazards/Weed and Waste Matter Abatement.**

Section 15.08.80 is added to the Avila Beach Community Services District Fire Code as follows:

A. Introduction

Property Owners and affected properties are exempt where enforcement of this Chapter would result in the taking of endangered, rare, or threatened plant or animal species or will result in significant erosion and sedimentation of surface waters.

B. Weeds Constituting Fire Hazards.

1. All weeds which are described in paragraph B below, growing upon any property or in any public street, sidewalk, or alley which when exposed to the elements, endanger the public safety by creating a fire hazard, and/or impedes access to fire protection systems or facilities are declared by the District Board of Directors to be a public nuisance.
2. The term "weeds" includes:
  - a. Weeds which bear seeds of a downy or wingy nature; Sagebrush, chaparral, and any other brush or weeds which attain such large growth as to become, when dry, a fire menace to adjacent improved property;

- b. Weeds that are otherwise noxious or dangerous;
- c. Poison oak and poison ivy, when the conditions or growth are such as to constitute a menace to the public health;
- d. Dry grasses, stubble, brush, dead shrubs, dead trees, litter or other flammable material which endanger the public safety by creating a fire hazard.

C. Waste Matter Constituting a Fire Hazard.

Rubbish, litter and other flammable materials (collectively waste matter) which when exposed to the elements or which by reason of its location would hamper or interfere with the suppression or prevention of fire upon the premises, and/or endangers the public safety by creating a fire hazard, are declared by District Board of Directors to be a public nuisance

D. Authority of Fire Code Official.

The Fire Code Official is authorized to determine the existence of a public nuisance and to abate the public nuisance pursuant to paragraphs E and F, below.

E. Summary Abatement of Fire Hazards.

1. Pursuant to Government Code Section 61100(t) the provisions of Part 5 (commencing with Section 14875) Division 12 of the Health and Safety Code are incorporated herein by reference.
2. In the application of the provisions of Part 5 (commencing with Section 14875) Division 12 of the Health and Safety Code, to proceedings under this Section, the terms "Board of Directors" shall be deemed to be a "Board of Supervisors" and the District Fire Code Official or his/her designees shall be deemed to the "persons" designated in Section 14890 of the Health and Safety Code.

F. Violations.

The Fire Code Official is authorized to use provisions of Section 109.3 of this Fire Code, as amended to abate public nuisance.

### **SECTION 3. Incorporation of Recitals.**

The Recitals to this Ordinance are true and correct and are incorporated herein by this reference.

### **SECTION 4. Severability.**

If any section, subsection, sentence, clause or phrase of this Ordinance and/or the Code Sections adopted by this Ordinance are for any reason held to be unconstitutional, ineffective or in any manner in conflict with the laws of the United States, or the State of California, such decision shall not affect the validity of the remaining portions of this Ordinance. The Governing Board of the District hereby declares that it would have passed this Ordinance and the Code Sections adopted by this Ordinance, and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsection, sentence, clause or phrase be declared unconstitutional, ineffective, or in any manner in conflict with the laws of the United States or the State of California.

### **SECTION 5. Effect of Headings in Ordinance.**

Title, division, part, chapter, article, and section headings contained herein or in the various Codes adopted hereby do not in any manner affect the scope, meaning, or intent of the provisions of this Ordinance or the related Code Sections.

### **SECTION 6. CEQA**

The District Board of Directors has considered the Amendment and Restatement of the District's Fire Code. The Board of Directors has, as a result of its consideration, the evidence presented at the hearings on said matter, and all comments that were received during the public hearing process, finds that the amendment and restatement of the District's Fire Code does not constitute a "project" under the California Environmental Quality Act ("CEQA") (Public Resources Code Section 21000 et. seq.) or its implementing Guidelines (14 California Code of Regulations Section 15000 et seq.) ("CEQA Guidelines"). The Board of Directors finds that the adoption of this amendment and restatement of the District Fire Code, including amendments to the California Fire Code constitutes "general policy and procedure making" described in Section 15378(b)(2) of the CEQA Guidelines which are deemed not to be "projects". Even if the adoption of this amendment and restatement of the District Fire Code, including the amendments to the California Fire Code is a "project" for purposes of CEQA, the District Board finds that it is exempt from review pursuant to Section 15061(b)(3) which provides that an activity is not subject to CEQA review where it can be seen with certainty that there is no possibility that it may have a "significant effect on the environment." The District Board finds that it can be seen with certainty that there is no possibility that the adoption of the amendment and restatement of the District Fire Code, including the amendments to the California Fire Code may have a significant effect on the environment. The District General Manager is authorized to prepare, execute and file a notice of exemption pursuant to the above provisions.



**SECTION 7. Inconsistency.**

To the extent that the terms of provision of this Ordinance or the Code amendments adopted hereby, are inconsistent or conflict with the terms or conditions of any prior District Ordinance(s), Motions, Resolutions, Rules, or Regulations, governing the same subject matter thereof, then such inconsistent and conflicting provisions of prior Ordinances, Motions, Resolutions, Rules, and Regulations are hereby repealed.

**SECTION 8.**

Nothing within this Ordinance or the amendment and restatement of the District Fire Code shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 7 of this Ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

**SECTION 9. Publication.**

The summary publication procedures authorized by Section 25124(b)(1) of the Government Code are hereby approved. The summary shall be prepared by the District Fire Chief or his/her designee.

**SECTION 10. Effective Date.**

This Ordinance shall take effect and be in full force and effect thirty (30) days after its passage. Before the expiration of the fifteenth (15<sup>th</sup>) day after passage it shall be published once with the names of the members of the Board of Directors voting for or against the Ordinance in a newspaper of general circulation within the District.

Introduced at a regular meeting of the Board of Directors held on November \_\_\_\_ 2019, and passed and adopted by the District Board of Directors on the \_\_\_\_ day of November, 2019 by the following roll call vote to wit:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Pete Kelley, President of the Board of Directors  
Avila Beach Community Services District

ATTEST:

\_\_\_\_\_  
Brad Hagemann  
District General Manager and Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
District Legal Counsel

Table 903.1 – Automatic Fire Sprinkler System Requirements for NEW CONSTRUCTION

STRUCTURE TYPE	SPRINKLERS REQUIRED <sup>2</sup>	DESCRIPTION	SQUARE FOOTAGE <sup>1</sup>		MIN. DISTANCES BETWEEN STRUCTURES AND PROPERTY LINES (PL)	REQUIREMENTS	USE EXAMPLES	EXCEPTIONS
			MIN	MAX				
New Construction	Yes	New buildings including mobile homes and commercial coaches <sup>1</sup>	0		Per CBC, CRC	Throughout new buildings	All new construction and dwellings	Exceptions 2, 3, 4
Residential Accessory Structure	Yes	Accessory structures as defined in CRC	1,000	3,000	50 feet from PL, 30' between any structures on site	No heating, cooling, living or sleeping spaces	One story garage, workshop, studio, residential storage bldg.	Exception 1
Agricultural Structure	Yes	Accessory to agricultural operation, livestock, crops. Agricultural operations in accordance with AG LUO & CBC definition	3,000	5,000	100 feet from PL, 50 feet from other structures	Primary usage must be 75% livestock or crops	One story barn or stables	Exception 1
Pole barn, Covered arena, Greenhouse	No	One storyhay storage, covered riding arena, greenhouses	Unlimited if 60 feet on all sides per CBC		100 feet from PL, 50 feet from other structures	No public use or access	See description	None
Agricultural Exempt (no permit required)	No	LUO Ag Exempt & signed affidavit	0	3,000	100 feet from PL, 50 feet from other structures	Per Ag Exempt agreement	Ag-Barn on Ag zoned land over 20 acres	See Title 19



**References:**

**CRC:** California Residential Code | **CFC:** California Fire Code | **CBC:** California Building Code | **LUO:** Land Use Ordinance (San Luis Obispo County)

**Footnotes:**

1. For the purpose of calculating square footage for the application of fire sprinkler requirements and fire flow requirements, the floor area shall include all combustible areas attached to the structure, including garages, patio covers, overhangs over 2 feet, covered walkways and decks.
2. Automatic Fire Sprinklers installed at exterior locations shall be approved corrosion resistant devices when environmental or operational conditions warrant.

**Exceptions:**

1. Structures between the minimum and the maximum square footage must meet all the above table criteria and all the following are required in lieu of fire sprinklers: \* no conditioned or habitable space, \* no second stories (lofts 1/3 the floor area and open to below are allowed), \* minimum two exits including one pedestrian door (side hinge swinging door), \* workshops or offices limited to 10% of floor area, \* dedicated fire water storage minimum of 5,000 gallons steel tank in full compliance with NFPA 1142 (see fire safety plan) if there is no community provided fire hydrant within 500 ft., \* structure complies with the California Wildland Urban-Interface Ignition Resistant Construction Requirements, \* heat detectors installed in accordance with CBC linked to an audible bell mounted in the exterior of the structure. \* Cannot be used as a place of employment or for public assemblage/events. \* Cannot be used as a commercial building.
2. A single-story building or commercial coach where floor area does not exceed 1000 square feet and the occupancy is not a Group A, E Daycare, F1 Woodworking, group R, Group H, Group I occupancy or any occupancy where cellulose nitrate film, pyroxylin plastics or any hazardous materials manufactured, stored or handled in quantities in excess of Tables in CBC, CFC or within Los Osos CSD and the fire flow from a hydrant is less than 750gpm at 20psi.
3. Mobile/manufactured or factory-built homes or commercial coaches constructed or altered on or before March 12, 2011 which were not manufactured with automatic fire sprinklers.
4. Accessory dwelling units shall not be required to provide fire sprinklers if they are not required for the primary residence.

Table 903.2 – Automatic Fire Sprinkler System Requirements for EXISTING CONSTRUCTION

OCCUPANCY OR STRUCTURAL MODIFICATION TYPE	SPRINKLERS REQUIRED <sup>3</sup>	DESCRIPTION	SQUARE FOOTAGE <sup>1</sup>	REQUIREMENTS	USE EXAMPLES	EXCEPTIONS
Alterations <sup>1</sup>	Yes, if...	Alteration includes modifications to the structure	50% of existing floor area <sup>2</sup>	Alterations additions and remodel square footage will be considered a combined and cumulative sum of floor area	Interior remodels Rehabilitation	Exceptions 1, 2, 3, 4
Additions <sup>1</sup>	Yes, if...	Additions cumulative from January 01, 2008 regardless of any change of ownership	1,000 sf or 50% of floor area <sup>2</sup>	Alterations additions and remodel square footage will be considered a combined and cumulative sum of floor area	Any addition	Exception 4
Hazard Category and Occupancy Classification Changes	Yes	Change results in higher hazard or as deemed necessary by fire code official and the building official	Any	Hazard classification rating as determined by the fire code official, and occupancy classification as determined by the building official.	Any change of occupancy defined in Chapter 3 of the CBC	None
Hazardous Materials Inside buildings	Yes	Cellulose nitrate film or pyroxylin plastics or any hazardous materials manufactured, stored or handled in quantities in excess of Tables in CBC, CFC	Any	Building and any portion of a building must also include requirements as listed in CFC Chapter 5005.4	Any occupancy	None

**References:**

**CRC:** California Residential Code | **CFC:** California Fire Code | **CBC:** California Building Code |

**Footnotes:**

1. For the purpose of calculating square footage for the application of fire sprinkler requirements and fire flow requirements, the floor area shall include all combustible areas attached to the structure, including garages, patio covers, overhangs over 2 feet, covered walkways and decks.
2. Fire sprinklers are required when all ceiling coverings are removed, or a project reaches the threshold of 50% of addition or alteration; determination of fire sprinklers shall be made by one of the following methods: 1) By net floor area: Any room(s) or area(s) that are added, altered, rehabilitated or repaired shall have their net floor area calculated and compared to the total net floor area of the existing structure to find the calculated percentage. 2) By surface area: Surface area shall be defined as surfaces of walls and ceilings. Any room(s) or area(s) that are added, altered, rehabilitated or repaired shall have their surface area calculated compared to the total wall and ceiling surface area of the existing structure to find the calculated percentage.

Note: Change(s) in project scope after the plan review process shall require that the fire sprinkler calculation be revised and submitted for review and approval.

3. Automatic Fire Sprinklers installed at exterior locations shall be approved corrosion resistant devices when environmental conditions warrant.

4. Mobile/manufactured or factory-built homes or commercial coaches constructed or altered on or before March 12, 2011 which were not manufactured with automatic fire sprinklers are not subject to fire sprinkler requirements.

**Exceptions:**

1. Alterations limited to only one of the following: replacement of exterior coverings and windows, roofing, electrical services, sewer laterals, retaining walls, or routine plumbing, electrical and mechanical repairs.
2. A loft open to the floor below and no more than one third of the floor area of the room below may be added without requiring sprinklers.
3. REPAIR is the reconstruction or renewal for the purpose of maintenance.
4. Accessory dwelling units shall not be required to provide fire sprinklers if they are not required for the primary residence. Footnote 2 determination is required.





**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: November 12, 2019

SUBJECT: Presentation of Fiscal Year 2018-19 Draft Financial Audit

Recommendation:

Receive draft Report and presentation by Fedak and Brown the District's outside, independent auditor; provide comment; and consider approval of the Report.

Discussion:

Each year, the District is required by state law to provide an Independent Auditor's Report of the District's financial records. Attached for your review is the District's draft audit Report for Fiscal Year 2018-19.

Mr. Andy Beck, CPA or Mr. Chris Brown will attend the November 12, 2019, Board of Directors meeting to present the draft Report and answer any Board questions. The auditors will address the questions and if acceptable, the Board should consider adopting audit Report as final. Following finalization, staff will provide copies of the Report to both the County and State Auditor Controller offices as required.







**Avila Beach Community Services District**  
**Avila Beach, California**

**Annual Financial Report**

**For the Fiscal Year Ended**  
**June 30, 2019**



**AVILA BEACH COMMUNITY SERVICES DISTRICT**

**List of Elected Officials and District Staff**

**June 30, 2019**

**Elected Officials**

**BOARD OF DIRECTORS**

<b>President</b>	<b>Peter Kelley</b>
<b>Vice President</b>	<b>Lynn Helenius</b>
<b>Director</b>	<b>Ara Najarian</b>
<b>Director</b>	<b>Kristin Berry</b>
<b>Director</b>	<b>Vacant</b>

**District Staff**

<b>General Manager</b>	<b>Bradley Hagemann</b>
------------------------	-------------------------

**Avila Beach Community Services District  
Post Office Box 309  
100 San Luis Street  
Avila Beach, California 93424  
(805) 595-2664 [www.avilabeachcsd.org](http://www.avilabeachcsd.org)**



**Avila Beach Community Services District**  
**Annual Financial Report**  
**For the Fiscal Year Ended June 30, 2019**



**Avila Beach Community Services District  
Annual Financial Report  
For the Fiscal Year Ended June 30, 2019**

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**Financial Section**

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## **Independent Auditor's Report**

Board of Directors  
Avila Beach Community Services District  
Avila Beach, California

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, and each major fund of the Avila Beach Community Services District (District) as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

#### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### ***Auditor's Responsibility***

Our responsibility is to express opinions on these basic financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the State Controller's Minimum Audit Requirements for California Special Districts. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities, the business-type activities, and each major fund of the Avila Beach Community Services District, as of June 30, 2019, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## Independent Auditor's Report, continued

### ***Other Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 8, budgetary comparison information on pages 40 and 41, and the required supplementary information on pages 42 and 43, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquires of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquires, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued a report dated November 13, 2019, on our consideration of the District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance, and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance. This report can be found on pages 44 and 45.

**Fedak & Brown LLP**  
Cypress, California  
November 13, 2019



**Avila Beach Community Services District  
Management's Discussion and Analysis  
For the Year Ended June 30, 2019**

The following Management's Discussion and Analysis of activities and financial performance of the Avila Beach Community Services District (District) provide an introduction to the financial statements of the District for the fiscal year ended June 30, 2019. We encourage readers to consider the information presented here in conjunction with the accompanying basic financial statements and related notes, which follow this section.

**Financial Highlights**

- The District's net position increased 6.96% or \$478,643 from \$6,879,659 to \$7,358,302 in 2019, as a result of current year operations and capital contributions.
- In 2019, total revenues from all sources increased 4.84% or \$91,157 from \$1,883,783 to \$1,974,940.
- In 2019, total expenses from the District operations decreased 2.68% or \$43,118 from \$1,606,260 to \$1,563,142.
- In 2019, the District received capital grants of \$66,845 for the construction of its wastewater treatment plant.

**Overview of the Financial Statements**

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements comprise of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the basic financial statements. This report also contains required supplementary information in addition to the basic financial statements themselves.

**Government-wide Financial Statements**

**Statement of Net Position and Statement of Activities**

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the District's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. Thus, revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods (e.g. uncollected taxes and earned, but unused, vacation leave).

Both of the government-wide financial statements distinguish functions of the District that are principally supported by taxes, assessments, and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the District include general government and street lighting. The business-type activities of the District include operations for sanitation (sewer), water, and refuse (trash and solid waste).

The government-wide financial statements can be found on pages 9 and 10 of this report.



**Avila Beach Community Services District  
Management's Discussion and Analysis, continued  
For the Year Ended June 30, 2019**

**Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the District can be divided into two categories: governmental funds and enterprise funds.

**Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balance – Governmental Funds**

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions.

The District maintains two individual governmental funds: general and street lighting. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balance for the general fund and street lighting fund, which are considered major funds. The District maintains no non-major governmental funds.

The District adopts an annual appropriated budget for its general fund and street lighting fund. A budgetary comparison statement has been provided for the general fund and street lighting fund to demonstrate compliance with this budget.

The basic governmental fund financial statements can be found on pages 11 through 14 of this report.

**Statement of Net Position and Statement of Revenues, Expenditures, and Changes in Fund Net Position – Enterprise Funds**

Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The District uses three enterprise funds to account for its water, sanitary, and refuse.

Enterprise funds provide the same type of information as the government-wide financial statements, only in more detail. The enterprise fund financial statements provide separate information for all three enterprise funds.

The basic enterprise fund financial statements can be found on pages 15 through 18 of this report.

**Avila Beach Community Services District  
Management's Discussion and Analysis, continued  
For the Year Ended June 30, 2019**

**Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 19 through 39 of this report.

**Other Information**

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information, which can be found on pages 40 through 43 of this report.

**Government-wide Financial Analysis**

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the District, assets and deferred outflows of resources exceed liabilities and deferred inflows of resources by \$7,358,302 at the close of the most recent fiscal year, with an increase of \$478,643 compared with the prior year.

A portion of the District's net position (47.60%) reflects its net investment in capital assets (e.g. land, water/wastewater infrastructure, and equipment). The District uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending.

**Statements of Net Position**

	Condensed Statements of Net Position					
	Governmental Activities		Business-type Activities		Total District	
	2019	2018	2019	2018	2019	2018
<b>Assets:</b>						
Current assets	\$ 630,730	785,140	3,397,561	2,696,945	4,028,291	3,482,085
Capital assets, net	35,737	17,800	3,466,693	3,551,814	3,502,430	3,569,614
<b>Total assets</b>	<b>666,467</b>	<b>802,940</b>	<b>6,864,254</b>	<b>6,248,759</b>	<b>7,530,721</b>	<b>7,051,699</b>
<b>Deferred outflows of resources:</b>						
Deferred pension outflows	27,497	31,212	-	-	27,497	31,212
<b>Total deferred outflows of resources</b>	<b>27,497</b>	<b>31,212</b>	<b>-</b>	<b>-</b>	<b>27,497</b>	<b>31,212</b>
<b>Liabilities:</b>						
Current liabilities	13,064	26,242	51,000	37,011	64,064	63,253
Non-current liabilities	126,061	136,401	-	-	126,061	136,401
<b>Total liabilities</b>	<b>139,125</b>	<b>162,643</b>	<b>51,000</b>	<b>37,011</b>	<b>190,125</b>	<b>199,654</b>
<b>Deferred inflows of resources:</b>						
Deferred pension inflows	9,791	3,598	-	-	9,791	3,598
<b>Total deferred inflows of resources</b>	<b>9,791</b>	<b>3,598</b>	<b>-</b>	<b>-</b>	<b>9,791</b>	<b>3,598</b>
<b>Net position:</b>						
Net investment in capital assets	35,737	1,811,224	3,466,693	796,168	3,502,430	2,607,392
Unrestricted	509,311	(1,143,313)	3,346,561	5,415,580	3,855,872	4,272,267
<b>Total net position</b>	<b>\$ 545,048</b>	<b>667,911</b>	<b>6,813,254</b>	<b>6,211,748</b>	<b>7,358,302</b>	<b>6,879,659</b>

The balance of unrestricted net position totaling \$3,855,872 may be used to meet the government's ongoing obligations.

**Avila Beach Community Services District  
Management's Discussion and Analysis, continued  
For the Year Ended June 30, 2019**

**Government-wide Financial Analysis, continued**

**Statements of Net Position, continued**

*Governmental activities* — Governmental activities decreased the District's net position by \$122,863 from the prior year. The decrease in net position was primarily due to increases of \$317,102 from current year operations; which was offset by a decrease of \$439,965 due to a transfer-out to support the operations of business-type activities.

*Business-type activities* — Business-type activities increased the District's net position by \$601,506 from the prior year. The increase in net position was primarily due to increases of \$94,696 from current year operations, \$66,845 in capital contributions, and \$439,965 due to a transfer-in from governmental activities.

**Statements of Activities**

	Condensed Statements of Activities					
	Governmental Activities		Business-type Activities		Total District	
	2019	2018	2019	2018	2019	2018
<b>Revenues:</b>						
<b>Program revenues:</b>						
Charges for services	\$ 5,047	26,386	1,242,899	1,196,603	1,247,946	1,222,989
<b>General revenues:</b>						
Property taxes	647,893	611,408	-	-	647,893	611,408
Interest earnings	79,101	26,401	-	-	79,101	26,401
Rental income	-	22,985	-	-	-	22,985
<b>Total revenues</b>	<u>732,041</u>	<u>687,180</u>	<u>1,242,899</u>	<u>1,196,603</u>	<u>1,974,940</u>	<u>1,883,783</u>
<b>Expenses:</b>						
General government	401,775	471,475	-	-	401,775	471,475
Street lighting	13,164	16,483	-	-	13,164	16,483
Water	-	-	424,935	350,388	424,935	350,388
Sanitary	-	-	721,911	767,914	721,911	767,914
Refuse	-	-	1,357	-	1,357	-
<b>Total expenses</b>	<u>414,939</u>	<u>487,958</u>	<u>1,148,203</u>	<u>1,118,302</u>	<u>1,563,142</u>	<u>1,606,260</u>
<b>Income before contributions and transfers</b>	317,102	199,222	94,696	78,301	411,798	277,523
<b>Capital contributions</b>	-	-	66,845	-	66,845	-
<b>Transfers in/(out)</b>	<u>(439,965)</u>	<u>(410,676)</u>	<u>439,965</u>	<u>410,676</u>	<u>-</u>	<u>-</u>
<b>Change in net position</b>	(122,863)	(211,454)	601,506	488,977	478,643	277,523
<b>Net position, beginning of year</b>	<u>667,911</u>	<u>879,365</u>	<u>6,211,748</u>	<u>5,722,771</u>	<u>6,879,659</u>	<u>6,602,136</u>
<b>Net position, end of year</b>	<u>\$ 545,048</u>	<u>667,911</u>	<u>6,813,254</u>	<u>6,211,748</u>	<u>7,358,302</u>	<u>6,879,659</u>

- The District's net position increased 6.96% or \$478,643 from \$6,879,659 to \$7,358,302 in 2019, as a result of current year operations and capital contributions.
- In 2019, total revenues from all sources increased 4.84% or \$91,157 from \$1,883,783 to \$1,974,940, primarily due to increases of \$24,957 in charges for services, \$36,485 in property taxes, and \$52,700 in interest earnings; which were offset by a decrease of \$22,985 in rental income.
- In 2019, total expenses from the District operations decreased 2.68% or \$43,118 from \$1,606,260 to \$1,563,142, primarily due to fund decreases of \$69,700 in general government operations and \$46,004 in sanitary; which were offset by a fund increase of \$74,548 in water.
- In 2019, the District received capital grants of \$66,845 for the construction of its wastewater treatment plant.



**Avila Beach Community Services District  
Management's Discussion and Analysis, continued  
For the Year Ended June 30, 2019**

**Government-wide Financial Analysis, continued**

**Government Funds' Financial Analysis**

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental funds** – The focus of the District's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the District's financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

The following discussion is correlated to the Balance Sheet – Governmental Funds found on page 11.

As of the end of the current fiscal year, the District's governmental funds reported combined ending fund balances of \$617,666, a decrease of \$141,232 in comparison with the prior year. Of the total fund balance, 97.74%, or \$616,447, constitutes unassigned fund balance, which is available for spending at the government's discretion. The remainder of fund balance is assigned to indicate that it is not available for general spending because it has already been assigned for compensated absences.

The general fund is the chief operating fund of the District. As of the end of the current fiscal year, the District's general fund reported fund balance of \$623,769, a decrease of \$145,285 in comparison with the prior year. Of the general fund balance, 99.80%, or \$622,550, constitutes unassigned fund balance, which is available for spending. The remainder of fund balance is assigned to indicate that it is not available for general spending because it has already been assigned for compensated absences.

The fund balance of the District's general fund decreased \$145,285 as a result of a \$309,032 gain from the current year's operations; which was offset by a \$454,317 transfer-out to support the operations of the District's other funds.

The street lighting fund balance was a deficit of \$6,103. The fund balance of the streets light fund increased \$4,053 as a result of a \$10,299 loss from the current year's operations; which was offset by a \$14,352 transfer in from the general fund to support its operations.

**Enterprise funds** – The District's enterprise funds provide the same type of information found in the government-wide financial statements, but in greater detail.

Net position for all enterprise funds increased \$601,506 from the prior year. Changes in total net position from the prior year are as follows: the water enterprise fund increased by \$172,862, of which an increase of \$101,102 was a result of current year operations and \$71,760 related to transfer-in from the general fund in support of its operations; the sanitary enterprise fund increased by \$413,102, of which a decrease of \$21,948 was a result of current year operations; which was offset by \$66,845 related to receipts of capital contributions, and \$368,205 related to transfer-in from the general fund in support of its operations and; and refuse enterprise increased by \$15,542 as a result of current year operations.

**Governmental Activities Budgetary Highlights**

The final actual expenditures for the year ended June 30, 2019, was more than budgeted by \$53,892 for the General Fund, and less than budgeted by \$5,284 for the Streets Lighting Fund. Actual revenues for the year ended June 30, 2019, were more than the anticipated budget by \$96,324 for the General Fund, and less than the anticipated budget by \$283 for the Streets Lighting Fund. At June 30, 2019, there were no differences between the original and final amended budgets. (See Budgetary Comparison Schedule for the General Fund and Streets Lighting Fund under Required Supplementary Information section on pages 40 and 41).

**Avila Beach Community Services District  
Management's Discussion and Analysis, continued  
For the Year Ended June 30, 2019**

**Capital Asset Administration**

	Governmental Activities		Business-type Activities		Total District	
	2019	2018	2019	2018	2019	2018
Capital assets:						
Non-depreciable assets	\$ 20	20	126,691	66,664	126,711	66,684
Depreciable assets	86,822	64,038	6,662,178	6,567,029	6,749,000	6,631,067
Total capital assets	86,842	64,058	6,788,869	6,633,693	6,875,711	6,697,751
Accumulated depreciation	(51,105)	(46,258)	(3,322,176)	(3,081,879)	(3,373,281)	(3,128,137)
Total capital assets, net	\$ 35,737	17,800	3,466,693	3,551,814	3,502,430	3,569,614

At the end of fiscal year 2019, the District's investment in capital assets amounted to \$3,502,430 (net of accumulated depreciation). This investment in capital assets includes land, buildings, improvements, and machinery and equipment. The capital assets of the District are more fully analyzed in Note 5 to the basic financial statements.

**Requests for Information**

This financial report is designed to provide the District's present users, including funding sources, customers, stakeholders, and other interested parties with a general overview of the District's finances and to demonstrate the District's accountability with an overview of the District's financial operations and financial condition. Should the reader have questions regarding the information included in this report or wish to request additional financial information, please contact the District's General Manager, Bradley Hagemann at Avila Beach Community Services District, Post Office Box 309, Avila Beach, California 93424 or (805) 835-3163.

# **Basic Financial Statements**

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**Avila Beach Community Services District**  
**Statement of Net Position**  
**June 30, 2019**

	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Total</u>
<b>Current assets:</b>			
Cash and cash equivalents (note 2)	\$ 603,546	3,289,304	3,892,850
Accrued interest receivable	19,364	-	19,364
Accounts receivable – utilities, net (note 3)	-	108,257	108,257
Property taxes and assessments receivable	7,820	-	7,820
<b>Total current assets</b>	<u>630,730</u>	<u>3,397,561</u>	<u>4,028,291</u>
<b>Non-current assets:</b>			
Capital assets – not being depreciated (note 5)	20	126,691	126,711
Capital assets – being depreciated, net (note 5)	35,717	3,340,002	3,375,719
<b>Total non-current assets</b>	<u>35,737</u>	<u>3,466,693</u>	<u>3,502,430</u>
<b>Total assets</b>	<u>666,467</u>	<u>6,864,254</u>	<u>7,530,721</u>
<b>Deferred outflows of resources:</b>			
Deferred pension outflows (note 7)	27,497	-	27,497
<b>Total deferred outflows of resources</b>	<u>27,497</u>	<u>-</u>	<u>27,497</u>
<b>Current liabilities:</b>			
Accounts payable and accrued expenses	9,940	45,220	55,160
Accrued wages and related payables	1,905	-	1,905
Deposits and unearned revenue	-	5,780	5,780
Compensated absences (note 6)	1,219	-	1,219
<b>Total current liabilities</b>	<u>13,064</u>	<u>51,000</u>	<u>64,064</u>
<b>Non-current liabilities:</b>			
Net pension liability (note 7)	126,061	-	126,061
<b>Total non-current liabilities</b>	<u>126,061</u>	<u>-</u>	<u>126,061</u>
<b>Total liabilities</b>	<u>139,125</u>	<u>51,000</u>	<u>190,125</u>
<b>Deferred inflows of resources:</b>			
Deferred pension inflows (note 7)	9,791	-	9,791
<b>Total deferred inflows of resources</b>	<u>9,791</u>	<u>-</u>	<u>9,791</u>
<b>Net position:</b>			
Net investment in capital assets	35,737	3,466,693	3,502,430
Unrestricted	509,311	3,346,561	3,855,872
<b>Total net position</b>	<u>\$ 545,048</u>	<u>6,813,254</u>	<u>7,358,302</u>

See accompanying notes to the basic financial statements

**Avila Beach Community Services District**  
**Statement of Activities**  
**For the Year Ended June 30, 2019**

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Position		
		Charge for Services	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
<b>Governmental activities:</b>						
General government	\$ 401,775	4,130	-	(397,645)	-	(397,645)
Lighting	13,164	917	-	(12,247)	-	(12,247)
<b>Total governmental activities</b>	<b>414,939</b>	<b>5,047</b>	<b>-</b>	<b>(409,892)</b>	<b>-</b>	<b>(409,892)</b>
<b>Business-type activities:</b>						
Water	424,935	526,037	-	-	101,102	101,102
Sanitary	721,911	699,963	66,845	-	44,897	44,897
Refuse	1,357	16,899	-	-	15,542	15,542
<b>Total business-type activities</b>	<b>1,148,203</b>	<b>1,242,899</b>	<b>66,845</b>	<b>-</b>	<b>161,541</b>	<b>161,541</b>
<b>Total</b>	<b>\$ 1,563,142</b>	<b>1,247,946</b>	<b>66,845</b>	<b>(409,892)</b>	<b>161,541</b>	<b>(248,351)</b>
<b>General revenues:</b>						
Property taxes				\$ 647,893	-	647,893
Interest earnings				79,101	-	79,101
<b>Total general revenues</b>				<b>726,994</b>	<b>-</b>	<b>726,994</b>
<b>Transfers in/(out) (note 4)</b>				<b>(439,965)</b>	<b>439,965</b>	<b>-</b>
<b>Change in net position</b>				<b>(122,863)</b>	<b>601,506</b>	<b>478,643</b>
<b>Net position, beginning of year as restated (note 8)</b>				<b>667,911</b>	<b>6,211,748</b>	<b>6,879,659</b>
<b>Net position, end of year</b>				<b>\$ 545,048</b>	<b>6,813,254</b>	<b>7,358,302</b>

See accompanying notes to the basic financial statements

**Avila Beach Community Services District**  
**Balance Sheet – Governmental Funds**  
**June 30, 2019**

	<u>General</u>	<u>Streets Lighting</u>	<u>Total Governmental Activities</u>
<b>Assets:</b>			
Cash and cash equivalents (note 2)	\$ 603,546	-	603,546
Accrued interest receivable	19,364	-	19,364
Property taxes and assessments receivable	7,820	-	7,820
Due from other funds	5,290	(5,290)	-
<b>Total assets</b>	<u>\$ 636,020</u>	<u>(5,290)</u>	<u>630,730</u>
<b>Liabilities:</b>			
Accounts payable and accrued expenses	\$ 9,127	813	9,940
Accrued wages and related payables	1,905	-	1,905
Compensated absences (note 6)	1,219	-	1,219
<b>Total liabilities</b>	<u>12,251</u>	<u>813</u>	<u>13,064</u>
<b>Fund balance (note 8):</b>			
Assigned	1,219	-	1,219
Unassigned	622,550	(6,103)	616,447
<b>Total fund balance</b>	<u>623,769</u>	<u>(6,103)</u>	<u>617,666</u>
<b>Total liabilities and fund balance</b>	<u>\$ 636,020</u>	<u>(5,290)</u>	<u>630,730</u>

Continued on next page

See accompanying notes to the basic financial statements



**Avila Beach Community Services District**  
**Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position**  
**June 30, 2019**

**Reconciliation:**

Total Fund Balances of Governmental Funds	\$	617,666
Amounts reported for governmental activities in the statement of net position is different because:		
Capital assets used in governmental activities are not current financial resources and, therefore, not in the governmental funds balance sheet. However, the statement of net position includes those capital position among the assets of the District as a whole.		35,737
Deferred outflows of resources applicable to the consumption of resources to be used in future periods		27,497
Long-term liabilities applicable to the District are not due and payable in the current period and, accordingly, are not reported as governmental fund liabilities. All liabilities both current and long-term, are reported in the statement of net position as follows:		
Net pension liability		(126,061)
Deferred inflows of resources applicable to the aquisition of resources to be used in future periods		(9,791)
Net Position of Governmental Activities	\$	<u>545,048</u>

See accompanying notes to the basic financial statements

**Avila Beach Community Services District**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance – Governmental Funds**  
**For the Year Ended June 30, 2019**

	<u>General</u>	<u>Streets Lighting</u>	<u>Total Governmental Activities</u>
<b>Revenues:</b>			
Property taxes	\$ 647,893	-	647,893
Interest earnings	79,101	-	79,101
Charge for services	4,130	917	5,047
<b>Total revenues</b>	<u>731,124</u>	<u>917</u>	<u>732,041</u>
<b>Expenditures:</b>			
General government	399,308	-	399,308
Street lighting	-	11,216	11,216
Capital outlay	22,784	-	22,784
<b>Total expenditures</b>	<u>422,092</u>	<u>11,216</u>	<u>433,308</u>
<b>Excess(deficiency) of revenues over expenditures</b>	309,032	(10,299)	298,733
<b>Other financing sources(uses):</b>			
Operating transfers in(out) (note 4)	(454,317)	14,352	(439,965)
<b>Net changes in fund balance</b>	(145,285)	4,053	(141,232)
<b>Fund balance, beginning of year</b>	<u>769,054</u>	<u>(10,156)</u>	<u>758,898</u>
<b>Fund balance, end of year</b>	<u>\$ 623,769</u>	<u>(6,103)</u>	<u>617,666</u>

Continued on next page

See accompanying notes to the basic financial statements.

**Avila Beach Community Services District**  
**Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balance of**  
**Governmental Funds to the Statement of Activities**  
**For the Year Ended June 30, 2019**

**Reconciliation:**

Net Changes in Fund Balance – Governmental Funds	\$	(141,232)
<p style="margin-left: 20px;">Amounts reported for governmental activities in the statement of activities are different because:  Governmental funds report capital outlay as expenditures. However, in the statement of  activities, the cost of those assets is allocated over their estimated useful lives as depreciation  expense as follows:</p>		
Depreciation expense		(4,847)
Capital outlay		22,784
<p style="margin-left: 20px;">Some expenses reported in the statement of activities do not require the use of current financial  resources and, therefore, are not reported as expenses in governmental funds as follows:</p>		
Net change in pension obligations for the current period		<u>432</u>
Changes in Net Position of Governmental Activities	\$	<u><u>(122,863)</u></u>

See accompanying notes to the basic financial statements

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**Avila Beach Community Services District  
Statement of Net Position – Enterprise Funds  
June 30, 2019**

	<u>Water</u>	<u>Sanitary</u>	<u>Refuse</u>	<u>Total Business-type Activities</u>
<b>Current assets:</b>				
Cash and cash equivalents (note 2)	\$ 1,965,049	1,256,171	68,084	3,289,304
Accounts receivable – utilities, net (note 3)	57,110	51,147	-	108,257
<b>Total current assets</b>	<u>2,022,159</u>	<u>1,307,318</u>	<u>68,084</u>	<u>3,397,561</u>
<b>Non-current assets:</b>				
Capital assets – not being depreciated (note 5)	-	126,691	-	126,691
Capital assets – being depreciated, net (note 5)	606,757	2,733,245	-	3,340,002
<b>Total non-current assets</b>	<u>606,757</u>	<u>2,859,936</u>	<u>-</u>	<u>3,466,693</u>
<b>Total assets</b>	<u>2,628,916</u>	<u>4,167,254</u>	<u>68,084</u>	<u>6,864,254</u>
<b>Current liabilities:</b>				
Accounts payable and accrued expenses	5,947	39,273	-	45,220
Unearned revenue	5,780	-	-	5,780
<b>Total current liabilities</b>	<u>11,727</u>	<u>39,273</u>	<u>-</u>	<u>51,000</u>
<b>Total liabilities</b>	<u>11,727</u>	<u>39,273</u>	<u>-</u>	<u>51,000</u>
<b>Net position:</b>				
Net investment in capital assets	606,757	2,859,936	-	3,466,693
Unrestricted	2,010,432	1,268,045	68,084	3,346,561
<b>Total net position</b>	<u>\$ 2,617,189</u>	<u>4,127,981</u>	<u>68,084</u>	<u>6,813,254</u>

See accompanying notes to the basic financial statements

**Avila Beach Community Services District**  
**Statement of Revenues, Expenses, and Changes in Fund Net Position – Enterprise Funds**  
**For the Year Ended June 30, 2019**

	Water	Sanitary	Refuse	Total Business-type Activities
<b>Operating revenues:</b>				
Water consumption sales	S 526,037	-	-	526,037
Sanitary service charges	-	699,963	-	699,963
Refuse franchise charges	-	-	16,899	16,899
<b>Total operating revenue</b>	<u>526,037</u>	<u>699,963</u>	<u>16,899</u>	<u>1,242,899</u>
<b>Operating expenses:</b>				
Professional services	87,469	279,561	-	367,030
Utilities	2,029	28,529	-	30,558
Repairs and maintenance	27,661	72,423	-	100,084
Supplies	1,385	86,361	-	87,746
Insurance	5,080	5,716	-	10,796
Administrative expenses	5,075	7,277	1,357	13,709
Materials and services	262,793	35,190	-	297,983
<b>Total operating expenses</b>	<u>391,492</u>	<u>515,057</u>	<u>1,357</u>	<u>907,906</u>
Operating income before depreciation expense	134,545	184,906	15,542	334,993
Depreciation expense	(33,443)	(206,854)	-	(240,297)
<b>Operating income</b>	<u>101,102</u>	<u>(21,948)</u>	<u>15,542</u>	<u>94,696</u>
<b>Capital contributions</b>				
Capital grants	-	66,845	-	66,845
<b>Total capital contributions</b>	<u>-</u>	<u>66,845</u>	<u>-</u>	<u>66,845</u>
<b>Operating transfers in (note 4)</b>	<u>71,760</u>	<u>368,205</u>	<u>-</u>	<u>439,965</u>
<b>Changes in net position</b>	<u>172,862</u>	<u>413,102</u>	<u>15,542</u>	<u>601,506</u>
<b>Net position, beginning of year</b>	<u>2,444,327</u>	<u>3,714,879</u>	<u>52,542</u>	<u>6,211,748</u>
<b>Net position, end of year</b>	<u>S 2,617,189</u>	<u>4,127,981</u>	<u>68,084</u>	<u>6,813,254</u>

See accompanying notes to the basic financial statements

**Avila Beach Community Services District  
Statement of Cash Flows – Enterprise Funds  
For the Year Ended June 30, 2019**

	<b>2019</b>
<b>Cash flows from operating activities:</b>	
Cash receipts from customers for water sales and services	\$ 1,244,017
Cash paid to vendors and suppliers for materials and services	(893,718)
<b>Net cash provided by operating activities</b>	<b>350,299</b>
<b>Cash flows from non-capital financing activities:</b>	
Operating transfer-in	439,965
<b>Net cash provided by non-capital financing activities</b>	<b>439,965</b>
<b>Cash flows from capital and related financing activities</b>	
Acquisition and construction of capital assets	(155,176)
Proceeds from capital grants	66,845
<b>Net cash used in capital and related financing activities</b>	<b>(88,331)</b>
<b>Net increase in cash and cash equivalents</b>	<b>701,933</b>
<b>Cash and cash equivalents, beginning of year</b>	<b>2,587,371</b>
<b>Cash and cash equivalents, end of year</b>	<b>\$ 3,289,304</b>

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See accompanying notes to the basic financial statements



**Avila Beach Community Services District**  
**Statement of Cash Flows – Enterprise Funds, continued**  
**For the Year Ended June 30, 2019**

	<b>2019</b>
<b>Reconciliation of operating income to net cash provided by operating activities:</b>	
Operating income	\$ 94,696
<b>Adjustment to reconcile operating income to net cash provided by operating activities:</b>	
Depreciation expense	240,297
<b>Changes in asset and liabilities:</b>	
Decrease (increase) in asset:	
Accounts receivable – water sales and services, net	1,318
Increase (decrease) in liabilities:	
Accounts payable and accrued expenses	14,188
Unearned revenue	(200)
<b>Net cash provided by operating activities</b>	\$ 350,299

See accompanying notes to the basic financial statements

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**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements**  
**June 30, 2019**

**(1) Reporting Entity and Summary of Significant Accounting Policies**

**A. Organization and Operations of the Reporting Entity**

The Avila Beach Community Services District (District) serves as the local government for the Avila Beach community. The District is similar to a city government, supplying such services as fire protection, street lighting, potable water, wastewater treatment, and solid waste disposal. The District exists under California State law governing special districts (Government Code, Sec 61000 et. seq.). The District was formed in February 1997, with the combining of the Avila Beach County Water District and the Avila Lighting District. Previously, in 1974, the Avila Beach County Water District was formed by combining the Avila Fire Protection District and the Avila Sanitary District. The District is governed by a five-member Board of Directors who are elected at large. The directors entrust the responsibility for the efficient execution of District policies to their designated representative, the General Manager.

The criteria used in determining the scope of the financial reporting entity is based on the provisions of Governmental Accounting Standards Board No. 61, *The Financial Reporting Entity*. The District is the primary governmental unit based on the foundation of a separately elected governing board that is elected by the citizens in a general popular election. Component units are legally separate organizations for which the elected officials of the primary government are financially accountable. The District is financially accountable if it appoints a voting majority of the organization's governing body and: 1) It is able to impose its will on that organization, or 2) There is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the primary government. The District has no blended or discretely-presented component units.

**B. Basis of Accounting and Measurement Focus**

The *basic financial statements* of the District are composed of the following:

- Government-wide financial statements
- Fund financial statements
- Notes to the basic financial statements

***Government-wide Financial Statements***

These statements are presented on an *economic resources* measurement focus and the accrual basis of accounting for both governmental and business-type activities. Accordingly, all of the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, including capital assets, are included in the accompanying Statement of Net Position. The Statement of Activities presents changes in net position. Under the accrual basis of accounting, revenues are recognized in the period in which the liability is incurred. The Statement of Activities demonstrates the degree to which operating expenses of a given function are offset by operating revenues. Operating expenses are those that are clearly identifiable with a specific function. The types of transactions reported as operating revenues for the District are charges for services directly related to the operations of the District. Charges for services include revenues from customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by the District. Taxes, operating grants, and other items not properly included among operating revenues are reported instead as non-operating revenues. Contributed capital and capital grants are included as capital contributions.

***Fund Financial Statements***

These statements include a Balance Sheet and a Statement of Revenues, Expenditures, and Changes in Fund Balance for all major governmental funds. Accompanying these statements are schedules to reconcile and explain the differences in fund balances as presented in these statements to the net position presented in the Government-wide Financial Statements.



**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(1) Reporting Entity and Summary of Significant Accounting Policies, continued**

**B. Basis of Accounting and Measurement Focus, continued**

*Fund Financial Statements, continued*

Governmental funds are accounted for on a spending or *current financial resources* measurement focus and the modified accrual basis of accounting. Accordingly, only current assets and liabilities are included on the Balance Sheet. The Statement of Revenues, Expenditures, and Changes in Fund Balance presents increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Under modified accrual basis of accounting, revenues are recognized in the accounting period in which they become measurable and available to finance expenditures of the current period. Accordingly, revenues are recorded when received in cash, except that revenues subject to accrual (generally 60-days after year-end) are recognized when due. The primary sources susceptible to accrual for the District are property tax, interest earnings, investment revenue, and operating and capital grant revenues. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. However, exceptions to this rule include principal and interest on debt, which are recognized when due.

The accrual basis of accounting is followed by the proprietary enterprise funds. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used; such as unbilled but utilized utility services are recorded at year end.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Revenues are recognized in the accounting period in which they are earned and expenses are recognized in the period incurred, regardless of when the related cash flows take place. Operating revenues and expenses, such as water sales, wastewater service, solid waste collection, and purchases of water result from exchange transactions associated with the principal activity of the District. Exchange transactions are those in which each party receives and gives up essentially equal values. Management, administration, and depreciation expenses are also considered operating expenses. Other revenues and expenses not included in the above categories, such as interest income and interest expense, are reported as non-operating revenues and expenses.

The accounts of the District are organized on the basis of funds, each of which is considered a separate accounting entity with a self-balancing set of accounts established for the purpose of carrying out specific activities, or attaining certain objectives in accordance with specific regulations, restrictions or limitations.

Funds are organized into two major categories: governmental and proprietary categories. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operation fund of the District, or meets the following criteria:

- a) Total assets, deferred outflows of resources, liabilities, deferred inflows of resources, revenues, or expenditures/expenses of that individual governmental or proprietary fund are at least 10 percent of the corresponding total for all funds of that category or type;
- b) Total assets, deferred outflows of resources, liabilities, deferred inflows of resources, revenues, or expenditures/expenses of the individual governmental fund or proprietary fund are at least 5 percent of the corresponding total for all governmental and proprietary funds combined; or
- c) The entity has determined that a fund is important to the financial statement user.



**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(1) Reporting Entity and Summary of Significant Accounting Policies, continued**

**B. Basis of Accounting and Measurement Focus, continued**

*Fund Financial Statements, continued*

The funds of the financial reporting entity are described below:

**Governmental Funds**

**General** – This fund acts as the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund. This fund also includes all activity and assets of the emergency and unemployment compensation funds.

**Lighting** – This fund accounts for the operations and maintenance of the Front Street Plaza lights and additional 27 streetlights in various locations around the community of the District.

**Enterprise Funds**

**Water** – This fund accounts for the water transmission and distribution operations of the District.

**Sanitary** – This fund accounts for the wastewater service operations of the District.

**Refuse** – This fund accounts for the solid waste collection and disposal operations of the District.

**C. Financial Reporting**

The District's basic financial statements have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP), as applied to governmental funds. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

The District has adopted the following GASB pronouncements in the current year:

In November 2016, the GASB issued Statement No. 83 – *Certain Asset Retirement Obligations*. This Statement (1) addresses accounting and financial reporting for certain asset retirement obligations (AROs), (2) establishes criteria for determining the timing and pattern of recognition of a liability and a corresponding deferred outflow of resources for AROs, (3) requires that recognition occur when the liability is both incurred and reasonably estimable, (4) requires the measurement of an ARO to be based on the best estimate of the current value of outlays expected to be incurred, (5) requires the current value of a government's AROs to be adjusted for the effects of general inflation or deflation at least annually, and (6) requires disclosure of information about the nature of a government's AROs, the methods and assumptions used for the estimates of the liabilities, and the estimated remaining useful life of the associated tangible capital assets.

In April 2018, the GASB issued Statement No. 88 – *Certain Disclosures Related to Debt Including Direct Borrowings and Direct Placements*. The primary objective of this Statement is to improve the information that is disclosed in notes to government financial statements related to debt, including direct borrowings and direct placements. It also clarifies which liabilities governments should include when disclosing information related to debt.

This Statement defines debt for purposes of disclosure in notes to financial statements as a liability that arises from a contractual obligation to pay cash (or other assets that may be used in lieu of cash) in one or more payments to settle an amount that is fixed at the date the contractual obligation is established.

**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(1) Reporting Entity and Summary of Significant Accounting Policies, continued**

**C. Financial Reporting, continued**

This Statement requires that additional essential information related to debt be disclosed in notes to financial statements, including unused lines of credit; assets pledged as collateral for the debt; and terms specified in debt agreements related to significant events of default with finance-related consequences, significant termination events with finance-related consequences, and significant subjective acceleration clauses.

For notes to financial statements related to debt, this Statement also requires that existing and additional information be provided for direct borrowings and direct placements of debt separately from other debt.

**D. Financial Statement Elements**

**1. Cash and Cash Equivalents**

Substantially, all of the District's cash is invested in interest bearing accounts. The District considers all highly-liquid investments with a maturity of three months or less to be cash equivalents.

**2. Accounts Receivable**

The District extends credit to customers in the normal course of operations. Management deems all accounts receivable as collectible at year-end. Accordingly, an allowance for doubtful accounts has not been recorded.

**3. Investment and Investment Policy**

The District has adopted an investment policy to deposit funds in financial institutions. Investments are to be made in the following areas:

- California Local Agency Investment Fund (LAIF)
- Checking and savings accounts at local financial institutions

Changes in fair value that occur during a fiscal year are recognized as unrealized gains or losses and reported for that fiscal year. Investment income comprises interest earnings, changes in fair value, and any gains or losses realized upon the liquidation or sale of investments.

**4. Property Taxes and Assessments**

The San Luis Obispo County Assessor's Office assesses all real and personal property within the County each year. The San Luis Obispo County Tax Collector's Office bills and collects the District's share of property taxes and/or tax assessments. The San Luis Obispo Treasurer's Office remits current and delinquent property tax collections to the District throughout the year. Property tax in California is levied in accordance with Article 13A of the State Constitution at one percent (1%) of countywide assessed valuations.

**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(1) Reporting Entity and Summary of Significant Accounting Policies, continued**

**D. Financial Statement Elements, continued**

**4. Property Taxes and Assessments, continued**

Property taxes and assessments receivable at year-end are related to property taxes and special assessments collected by the San Luis Obispo County, which have not been credited to the District's cash balance as of June 30. The property tax calendar is as follows:

Lien date	March 1
Levy date	July 1
Due dates	November 1 and February 1
Collection dates	December 10 and April 10

**5. Prepaid Expenses**

Certain payments to vendors reflect costs or deposits applicable to future accounting periods and are recorded as prepaid items in the basic financial statements.

**6. Capital Assets**

Capital assets acquired and/or constructed are capitalized at historical cost. The District policy has set the capitalization threshold for reporting capital assets at \$5,000. Donated assets are recorded at estimated fair market value at the date of donation and/or historical cost. Upon retirement or other disposition of capital assets, the cost and related accumulated depreciation are removed from the respective balances and any gains or losses are recognized. Depreciation is recorded on a straight-line basis over the estimated useful lives of the assets as follows:

*Governmental Activities*

- Buildings and improvements – 20 to 30 years
- Furniture and equipment – 5 years

*Business-Type Activities*

- Sewage disposal system – 75 years
- Treatment and collection system – 10 to 50 years
- Transmission and distribution system – 20 to 50 years
- Equipment – 5 to 10 years

**7. Deferred Outflows of Resources**

Deferred outflows of resources represent the consumption of resources applicable to future periods.

**8. Unearned Revenue**

Unearned revenue consists of customer deposits held at year-end.

**9. Compensated Absences**

It is the District's policy to allow employees to accumulate earned but unused vacation time. The vesting method is used to calculate the liability and 100% of earned vacation time is payable upon separation. All vacation pay is accrued when incurred in the government-wide and enterprise fund financial statements. The entire balance of compensated absences is expected to be used within one year and is classified as a current liability. The General Fund is used to liquidate the compensated absence liabilities.



**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(1) Reporting Entity and Summary of Significant Accounting Policies, continued**

**D. Financial Statement Elements, continued**

**10. Deferred Inflows of Resources**

Deferred inflows of resources represent the acquisition of resources applicable to future periods.

**11. Net Position**

The government-wide financial statements utilize a net position presentation. Net position categories are as follows:

- **Net investment in capital assets** – consists of capital assets, net of accumulated depreciation and reduced by any debt outstanding against the acquisition, construction, or improvement of those assets.
- **Restricted net position** – consists of constraints placed on net position use through external constraints imposed by creditors, grantors, contributors, or laws or regulations of other governments, or constraints imposed by law through constitutional provisions or enabling legislation.
- **Unrestricted net position** – consists of net position that does not meet the definition of *restricted* or *net investment in capital assets*.

**12. Fund Balance**

The financial statements for governmental funds report fund balance as nonspendable, restricted, committed, assigned, or unassigned based primarily on the extent to which the District is bound to honor constraints on how specific amounts can be spent.

- **Nonspendable fund balance** – amounts that cannot be spent because they are either (a) not spendable in form, or (b) legally or contractually required to be maintained intact.
- **Restricted fund balance** – amounts with constraints placed on their use that are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.
- **Committed fund balance** – amounts that can only be used for specific purposes determined by formal action of the District's highest level of decision-making authority (the Board of Directors) and that remain binding unless removed in the same manner. The underlying action that imposed the limitation needs to occur no later than the close of the reporting period.
- **Assigned fund balance** – amounts that are constrained by the District's intent to be used for specific purposes. The intent can be established at either the highest level of decision-making, or by a body or an official designated for that purpose. This is also the classification for residual funds in the District's special revenue funds.
- **Unassigned fund balance** – the residual classification for the District's general fund that includes amounts not contained in the other classifications. In other funds, the unassigned classification is used only if expenditures incurred for specific purposes exceed the amounts restricted, committed, or assigned to those purposes.

**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(1) Reporting Entity and Summary of Significant Accounting Policies, continued**

**D. Financial Statement Elements, continued**

**12. Fund Balance, continued**

***Fund Balance Policy***

The Board of Directors establishes, modifies, or rescinds fund balance commitments and assignments by passage of an ordinance or resolution. This is done through adoption of the budget and subsequent budget amendments that occur throughout the year. When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, followed by the unrestricted, committed, assigned, and unassigned resources as they are needed.

The District believes that sound financial management principles require that sufficient funds be retained by the District to provide a stable financial base at all times. To retain this stable financial base, the District needs to maintain an unrestricted fund balance in its funds sufficient to fund cash flows of the District and to provide financial reserves for unanticipated expenditures and/or revenue shortfalls of an emergency nature. Committed, assigned, and unassigned fund balances are considered unrestricted.

The purpose of the District's fund balance policy is to maintain a prudent level of financial resources to protect against reducing service levels or raising taxes and fees because of temporary revenue shortfalls or unpredicted one-time expenditures.

**13. Pensions**

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) plans (Plans) and addition to/deduction from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

GASB 68 requires that reported results must pertain to liability and asset information within certain defined timeframes. For this report, the following time frames are used:

- Valuation Date: June 30, 2017
- Measurement Date: June 30, 2018
- Measurement Period: July 1, 2017 to June 30, 2018

**14. Use of Estimates**

The preparation of the basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities, and deferred inflows of resources; disclosures of contingent assets, deferred outflows of resources, liabilities, and deferred inflows of resources at the date of the financial statements; and the reported changes in net position during the reporting period. Actual results could differ from those estimates.

**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(2) Cash and Cash Equivalents**

Cash and cash equivalents as of June 30, 2019, are classified as follows:

	<b>2019</b>
Governmental activity funds:	
General fund	\$ 603,546
Total governmental activity funds	603,546
Business-type activity funds:	
Water fund	1,965,049
Sanitary fund	1,256,171
Refuse fund	68,084
Total business-type activity funds	3,289,304
Total cash and investments	\$ 3,892,850

Cash and cash equivalents as of June 30, 2019, consisted of the following:

	<b>2019</b>
Cash on hand	\$ 809
Deposits with financial institutions	861,671
Deposits held with the California Local Agency Investment Fund (LAIF)	3,030,370
Total cash and investments	\$ 3,892,850

As of June 30, 2019, the District's authorized deposits had the following maturities:

	<b>2019</b>
Deposits held with the California Local Agency Investment Fund (LAIF)	173 days

***Authorized Deposits and Investments***

Under provisions of the District's investment policy, and in accordance with Section 53601 of the California Government Code, the District may invest in certain types of investments as listed in Note 1(D)(3) to the financial statements.

***Investment in California Local Agency Investment Fund***

The District is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by the California Government Code under the oversight of the Treasurer of the State of California. The fair value of the District's investment in this pool is reported in the accompanying financial statements at amounts based upon the District's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis.



**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(2) Cash and Cash Equivalents, continued**

***Investment in California Local Agency Investment Fund, continued***

The District's deposit and withdrawal restrictions and limitations are as follows:

- Same day transaction processing occurs for orders received before 10:00 a.m.
- Next day transaction processing occurs for orders received after 10:00 a.m.
- Maximum limit of 15 transactions (combination of deposits and withdrawals) per month.
- Minimum transaction amount requirement of \$5,000, in increments of a \$1,000.
- Withdrawals of \$10,000,000 or more require 24 hours advance.
- Prior to funds transfer, an authorized person must call LAIF to do a verbal transaction.

***Custodial Credit Risk***

Custodial credit risk for *deposits* is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The California Government Code and the District's investment policy does not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. Of the bank balance, up to \$250,000 is federally insured. The remaining balance is to be collateralized by the bank.

The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The Code and the District's investment policy contain legal and policy requirements that would limit the exposure to custodial credit risk for investments. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investment in securities through the use of mutual funds or government investment pools (such as LAIF).

***Interest Rate Risk***

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. The longer the maturity an investment has the greater its fair value has sensitivity to changes in market interest rates. The District's investment policy follows the Code as it relates to limits on investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates.

***Credit Risk***

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization; however, LAIF is not rated.

***Concentration of Credit Risk***

The District's investment policy does not contain various limitations on the amounts that can be invested in any one governmental agency or non-governmental issuer as stipulated by the California Government Code. The District's deposit portfolio in LAIF is 88% as of June 30, 2019, of the District's total depository and investment portfolio.

**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(3) Accounts Receivable – Utilities**

The accounts receivable – utilities has been determined to be 100% collectible and an allowance for doubtful accounts is deemed unnecessary.

**(4) Internal Transfers**

*Inter-fund Operational Transfers*

Inter-fund transfers are used to move financial resources from the General fund to the Street Light fund, the Water fund, and the Sanitary fund to absorb the operating deficit and to support the operations of each respective fund.

As of June 30, 2019, inter-fund receivables/payables between the District’s funds were as follows:

<b>Due from</b>	<b>Due to</b>	<b>Amount</b>
Street Lighting	General	\$ <u>5,290</u>

For the year end June 30, 2019, inter-fund transfers consist of the following:

<b>Transfer from</b>	<b>Transfer to</b>	<b>Amount</b>
General	Water	\$ 71,760
General	Sanitary	<u>368,205</u>
<b>Transfer to Business-type</b>		439,965
General	Street Lighting	<u>14,352</u>
<b>Transfer from General</b>		<u>\$ 454,317</u>

**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(5) Capital Assets**

***Governmental Activities***

Changes in capital assets for 2019, were as follows:

	<u>Balance 2018</u>	<u>Additions/ Transfers</u>	<u>Deletions/ Transfers</u>	<u>Balance 2019</u>
Non-depreciable assets:				
Land and land rights	\$ 20	-	-	20
Total non-depreciable assets	<u>20</u>	<u>-</u>	<u>-</u>	<u>20</u>
Depreciable assets:				
Furniture and equipment	12,760	5,448	-	18,208
Street lights	10,868	-	-	10,868
Building and improvements	40,410	17,336	-	57,746
Total depreciable assets	<u>64,038</u>	<u>22,784</u>	<u>-</u>	<u>86,822</u>
Accumulated depreciation:				
Furniture and equipment	(12,760)	(725)	-	(13,485)
Street lights	(2,174)	(2,174)	-	(4,348)
Building and improvements	(31,324)	(1,948)	-	(33,272)
Total accumulated depreciation	<u>(46,258)</u>	<u>(4,847)</u>	<u>-</u>	<u>(51,105)</u>
Total depreciable assets, net	<u>17,780</u>	<u>17,937</u>	<u>-</u>	<u>35,717</u>
Total capital assets, net	<u>\$ 17,800</u>			<u>35,737</u>

Major capital asset additions in the governmental activities funds include additions to street lights and building improvements for the year ended June 30, 2019.

***Business-Type Activities***

Changes in capital assets for 2019, were as follows:

	<u>Balance 2018</u>	<u>Additions/ Transfers</u>	<u>Deletions/ Transfers</u>	<u>Balance 2019</u>
Non-depreciable assets:				
Land	\$ 60,294	-	-	60,294
Construction in progress	6,370	60,370	(343)	66,397
Total non-depreciable assets	<u>66,664</u>	<u>60,370</u>	<u>(343)</u>	<u>126,691</u>
Depreciable assets:				
Water transmission and distribution	1,277,415	7,096	-	1,284,511
Wastewater collection	5,289,614	88,053	-	5,377,667
Total depreciable assets	<u>6,567,029</u>	<u>95,149</u>	<u>-</u>	<u>6,662,178</u>
Accumulated depreciation:				
Water transmission and distribution	(644,312)	(33,443)	-	(677,755)
Wastewater collection	(2,437,567)	(206,854)	-	(2,644,421)
Total accumulated depreciation	<u>(3,081,879)</u>	<u>(240,297)</u>	<u>-</u>	<u>(3,322,176)</u>
Total depreciable assets, net	<u>3,485,150</u>	<u>(145,148)</u>	<u>-</u>	<u>3,340,002</u>
Total capital assets, net	<u>\$ 3,551,814</u>			<u>3,466,693</u>



**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(5) Capital Assets, continued**

*Business-Type Activities, continued*

Major capital asset additions in the business-type activities funds include additions for water transmission and distribution, and wastewater collection for the year ended June 30, 2019.

**(6) Compensated Absences**

Changes in compensated absence as of June 30, 2019, were as follows:

	<u>Balance</u> <u>2018</u>	<u>Earned</u>	<u>Taken</u>	<u>Balance</u> <u>2019</u>
\$	558	1,882	(1,221)	1,219

**(7) Defined Benefit Pension Plans**

*Plan Description*

All qualified permanent and probationary employees are eligible to participate in the Public Agency Cost-Sharing Multiple-Employer Defined Pension Plan (Plan or PERF C) administered by the California Public Employees' Retirement System (CalPERS). The Plan consists of a miscellaneous risk pool and a safety risk pool, which are comprised of individual employer miscellaneous and safety plans, respectively. Benefit provisions under the Plan are established by State statute and the District's resolution. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions, and membership information that can be found on CalPERS website or may be obtained from their executive office at 400 P Street, Sacramento, California 95814.

*Benefits Provided*

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: The Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

On September 12, 2012, the California Governor signed the California Public Employees' Pension Reform Act of 2013 (PEPRA) into law. PEPRA took effect January 1, 2013. The new legislation closed the District's CalPERS 2.0% at 60 Risk Pool Retirement Plan to new employee entrants, not previously employed by an agency under CalPERS, effective December 31, 2012. All employees hired after January 1, 2013, are eligible for the District's CalPERS 2.0% at 62 Retirement Plan under PEPRA.

**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(7) Defined Benefit Pension Plans, continued**

***Benefits Provided, continued***

The District participates in the Plan's miscellaneous risk pool. The provisions and benefits for the Plan's miscellaneous pool in effect as June 30, 2019, are summarized as follows:

	<u>New Classic</u>	<u>PEPRA</u>
	Prior to December 31, 2012	On or after January 1, 2013
Hire date		
Benefit formula	2.0% @ 60	2.0% @ 62
Benefit vesting schedule	5 years of service	
Benefit payments	monthly for life	
Retirement age	50 - 55	52 - 67
Monthly benefits, as a % of eligible compensation	1.1% to 2.4%	1.0% to 2.5%
Required employee contribution rates	N/A	6.25%
Required employer contribution rates	N/A	6.84%

***Contributions***

Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on July 1, following notice of a change in rate. Funding contribution for the Plan is determined annually on an actuarial basis as of June 30, by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2018, the contributions recognized as part of pension expense for the Plan was \$12,152.

***Net Pension Liability***

As of the fiscal year ended June 30, 2019, the District reported net pension liabilities for its proportionate share of the net pension liability of the Plan as follows:

	<u>2019</u>
Proportionate share of net pension liability	\$ <u>126,061</u>

The District's net pension liability for the Plan is measured as the proportionate share of the net pension liability for the miscellaneous risk pool. As of June 30, 2019, the net pension liability of the Plan is measured as of June 30, 2018 (the measurement date). The total pension liability for the Plan's miscellaneous risk pool used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2017 (the valuation date), rolled forward to June 30, 2018, using standard update procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined.

**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(7) Defined Benefit Pension Plans, continued**

*Net Pension Liability, continued*

The District's changes in proportionate share of the net pension liability for the Plan's miscellaneous risk pool as of the measurement date June 30, 2018, was as follows:

	<b>Proportionate Share</b>
Proportion – June 30, 2017	0.00138 %
Proportion – June 30, 2018	0.00131
Decrease in proportionate share	0.00007 %

*Deferred Pension Outflows(Inflows) of Resources*

For the year ended June 30, 2019, the District recognized pension expense of \$12,402. As of the fiscal year ended June 30, 2019, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

<b>Description</b>	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Pension contributions subsequent to measurement date	\$ 12,834	-
Differences between actual and expected experience	3,190	-
Changes in assumptions	10,849	-
Net differences between projected and actual earnings on plan investments	624	-
Adjustment due to changes in proportions and difference between actual and proportionate share of contributions	-	(9,791)
Total	\$ 27,497	(9,791)

For the year ended June 30, 2019, the District's deferred outflows of resources related to contributions subsequent to the measurement date totaled \$12,152; and other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

<b>Fiscal Year Ending June 30,</b>	<b>Deferred Net Inflows of Resources</b>
2020	\$ 7,337
2021	5,267
2022	(6,599)
2023	(1,133)



**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(7) Defined Benefit Pension Plans, continued**

***Actuarial Assumptions***

The total pension liability in the June 30, 2017, actuarial valuation report was determined using the following actuarial assumptions:

Valuation date	June 30, 2017
Measurement date	June 30, 2018
Actuarial cost method	Entry Age Normal in accordance with the requirements of GASB Statement No. 68
Actuarial assumption	
Discount rate	7.15%
Inflation	2.50%
Salary increase	Varies by Entry Age and Service
Mortality table*	Derived using CalPERS membership data
Period upon which actuarial experience survey assumptions were based	1997 - 2015
Post-retirement benefit increase	Contract COLA up to 2.50% until PPPA floor on purchasing power applies; 2.50% thereafter.

\* The mortality table used was developed based on CalPERS specific data. The table includes 15 years of mortality improvements using Society of Actuaries Scale 90 percent of scale MP 2016. For more details on this table, please refer to the December 2017, experience study report (based on CalPERS demographic data from 1997 to 2015) available on the CalPERS website.

***Discount Rate***

The discount rate used to measure the total pension liability as of June 30, 2018, for the PERF C was 7.15%. This discount rate is not adjusted for administrative expenses.

The PERF C fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return for those pension plans' investments were applied to all periods of projected benefit payments to determine the total pension liability.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all of the funds' asset classes, expected compound (geometric) returns were calculated over the short term (first 10 years) and the long term (11+ years) using a building-block approach. Using the expected nominal returns for both short term and long term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(7) Defined Benefit Pension Plans, continued**

***Discount Rate, continued***

The table to the below reflects long-term expected real rates of return by asset class. The rates of return were calculated using the capital market assumptions applied to determine the discount rate.

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Real Return Years 1-10</u>	<u>Real Return Year 11+</u>
Global Equity	50.00 %	4.80 %	5.38
Global Fixed Income	28.00	1.00	2.62
Inflation Sensitive	-	0.77	1.81
Private Equity	8.00	6.30	7.23
Real Asset	13.00	3.75	4.93
Infrastructure and Forestland	-	-	-
Liquidity	1.00	-	(0.92)
Total	<u>100.00 %</u>		

***Sensitivity of the Proportionate Share of Net Pension Liability to Changes in the Discount Rate***

The following table presents the District's proportionate share of the net position liability for the Plan, calculated using the discount rate, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate.

As of June 30, 2019, the District's net pension liability at the current discount rate, using a discount rate that is one-percentage point lower and using a discount rate that is one-percentage point higher, are as follows:

	<u>Discount Rate - 1%</u>	<u>Current Discount Rate</u>	<u>Discount Rate + 1%</u>
	<u>6.15%</u>	<u>7.15%</u>	<u>8.15%</u>
District's Net Pension Liability	\$ <u>180,213</u>	<u>126,061</u>	<u>81,360</u>

***Pension Plan Fiduciary Net Position***

Detailed information about the pension plan's fiduciary net position is available in separately issued CalPERS financial reports. See pages 42 and 43 for the Required Supplementary Schedules.

**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(8) Unrestricted Net Position**

The District's policy reserves the unrestricted net position of the water and sanitary fund as follows:

- Operating fund reserve – a range between a minimum of 90 days and a maximum of 270 days of annual operation and maintenance expense.
- Capital replacement fund reserve – after reserving 270 days of annual operation and maintenance expense for the operating fund reserve, two times the average annual 5-year capital outlay expenditures for the water fund; and the average annual 5-year capital outlay expenditure for the sanitary fund.
- Emergency capital fund reserve – 10% of fixed asset value for the water fund and 5% of fixed asset value for the sanitary fund.
- Rate stabilization fund reserve – 10% of annual rate revenues for the water fund and the sanitary funds.

A detailed schedule of unrestricted net position at June 30, 2019, for the water and sanitary funds is as follows:

<u>Description</u>	<u>Water</u>	<u>Sanitary</u>
Unrestricted:	\$	
Operating fund reserve	293,620	155,141
Capital replacement fund reserve	78,403	475,018
Emergency capital fund reserve	128,451	537,767
Rate stabilization fund reserve	49,516	67,069
Unreserved	<u>1,429,566</u>	<u>4,048</u>
Total unrestricted	<u>\$ 1,979,556</u>	<u>1,239,043</u>

**(9) Fund Balance**

Fund balances are presented in the following categories: non-spendable, restricted, committed, assigned and unassigned (See Note 1(D)(12) for a description of these categories). A detailed schedule of fund balances and their funding composition at June 30, 2019, is as follows:

<u>Description</u>	<u>2019</u>
Assigned	
Compensated absences	\$ 1,219
Unassigned	
Operations	<u>616,447</u>
<b>Total fund balance</b>	<u>\$ 617,666</u>



**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(10) Risk Management**

The District is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District is a member of the Special District Risk Management Authority (SDRMA), an intergovernmental risk sharing joint powers authority created to provide self-insurance programs for California special districts. The purpose of the SDRMA is to arrange and administer programs of self-insured losses and to purchase excess insurance coverage.

At June 30, 2019, the District participated in the liability and property programs of the SDRMA as follows:

- General liability coverage up to \$5 million per occurrence for bodily injury, property damage, employment benefits, employee/public officials errors and omission, and employment practices liability; coverage up to \$1 million per occurrence for employee/public officials dishonesty; and coverage up to \$500,000 per occurrence for public officials personal.
- Auto liability coverage up to \$5 million per occurrence for auto bodily injury and property damage; and coverage up based on limits on file for uninsured motorist.
- Property coverage up to \$1 billion per occurrence for property; coverage up to \$100 million per occurrence for boiler and machinery; and \$2 million per occurrence for pollution. Property coverage involving cyber is based on limits on file.
- Workers' compensation insurance per statutory requirements and Employer's Liability Coverage up to \$5 million.

Settled claims have not exceeded any of the coverage amounts in any of the last three fiscal years. There were no reductions in insurance coverage in fiscal years 2019, 2018 and 2017. Liabilities are recorded when it is probable that a loss has been incurred and the amount of the loss can be reasonably estimated net of the respective insurance coverage. Liabilities include an amount for claims that have been incurred but not reported (IBNR). There were no IBNR claims payable as of June 30, 2019, 2018 and 2017.

**(11) Governmental Accounting Standards Board Statements Issued, Not Yet Effective**

The Governmental Accounting Standards Board (GASB) has issued several pronouncements prior to the report date that has effective dates that may impact future financial presentations.

***Governmental Accounting Standards Board Statement No. 84***

In January 2017, the GASB issued Statement No. 84 – *Fiduciary Activities*. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported.

This Statement establishes criteria for identifying fiduciary activities of all state and local governments. The focus of the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. Separate criteria are included to identify fiduciary component units and postemployment benefit arrangements that are fiduciary activities.

**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(11) Governmental Accounting Standards Board Statements Issued, Not Yet Effective, continued**

***Governmental Accounting Standards Board Statement No. 84, continued***

This Statement describes four fiduciary funds that should be reported, if applicable: (1) pension (and other employee benefit) trust funds, (2) investment trust funds, (3) private-purpose trust funds, and (4) custodial funds. Custodial funds generally should report fiduciary activities that are not held in a trust or equivalent arrangement that meets specific criteria.

The requirements of this Statement are effective for reporting periods beginning after December 15, 2018. Earlier application is encouraged.

***Governmental Accounting Standards Board Statement No. 87***

In June 2017, the GASB issued Statement No. 87 – *Leases*. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

The requirements of this Statement are effective for reporting periods beginning after December 15, 2019. Earlier application is encouraged.

***Governmental Accounting Standards Board Statement No. 89***

In June 2018, the GASB issued Statement No. 89 – *Accounting for Interest Cost incurred Before the End of a Construction Period*. The objectives of this Statement are (1) to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and (2) to simplify accounting for interest cost incurred before the end of a construction period.

This Statement establishes accounting requirements for interest cost incurred before the end of a construction period. Such interest cost includes all interest that previously was accounted for in accordance with the requirements of paragraphs 5–22 of Statement No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, which are superseded by this Statement. This Statement requires that interest cost incurred before the end of a construction period be recognized as an expense in the period in which the cost is incurred for financial statements prepared using the economic resources measurement focus. As a result, interest cost incurred before the end of a construction period will not be included in the historical cost of a capital asset reported in a business-type activity or enterprise fund.

This Statement also reiterates that in financial statements prepared using the current financial resources measurement focus, interest cost incurred before the end of a construction period should be recognized as an expenditure on a basis consistent with governmental fund accounting principles.

The requirements of this Statement are effective for reporting periods beginning after December 15, 2019. Earlier application is encouraged. The requirements of this Statement should be applied prospectively.



**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(11) Governmental Accounting Standards Board Statements Issued, Not Yet Effective, continued**

***Governmental Accounting Standards Board Statement No. 90***

In August 2018, the GASB issued Statement No. 90 – *Majority Equity Interests—an amendment of GASB Statements No. 14 and No. 61*. The primary objectives of this Statement are to improve the consistency and comparability of reporting a government’s majority equity interest in a legally separate organization and to improve the relevance of financial statement information for certain component units. It defines a majority equity interest and specifies that a majority equity interest in a legally separate organization should be reported as an investment if a government’s holding of the equity interest meets the definition of an investment. A majority equity interest that meets the definition of an investment should be measured using the equity method, unless it is held by a special-purpose government engaged only in fiduciary activities, a fiduciary fund, or an endowment (including permanent and term endowments) or permanent fund. Those governments and funds should measure the majority equity interest at fair value.

For all other holdings of a majority equity interest in a legally separate organization, a government should report the legally separate organization as a component unit, and the government or fund that holds the equity interest should report an asset related to the majority equity interest using the equity method. This Statement establishes that ownership of a majority equity interest in a legally separate organization results in the government being financially accountable for the legally separate organization and, therefore, the government should report that organization as a component unit.

This Statement also requires that a component unit in which a government has a 100 percent equity interest account for its assets, deferred outflows of resources, liabilities, and deferred inflows of resources at acquisition value at the date the government acquired a 100 percent equity interest in the component unit. Transactions presented in flows statements of the component unit in that circumstance should include only transactions that occurred subsequent to the acquisition.

The requirements of this Statement are effective for reporting periods beginning after December 15, 2018. Earlier application is encouraged. The requirements should be applied retroactively, except for the provisions related to (1) reporting a majority equity interest in a component unit and (2) reporting a component unit if the government acquires a 100 percent equity interest. Those provisions should be applied on a prospective basis.

***Governmental Accounting Standards Board Statement No. 91***

In May 2019, the GASB issued Statement No. 91 – *Conduit Debt Obligations*. The primary objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. This Statement achieves those objectives by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required note disclosures.

This Statement also addresses arrangements—often characterized as leases—that are associated with conduit debt obligations. In those arrangements, capital assets are constructed or acquired with the proceeds of a conduit debt obligation and used by third-party obligors in the course of their activities. Payments from third-party obligors are intended to cover and coincide with debt service payments. During those arrangements, issuers retain the titles to the capital assets. Those titles may or may not pass to the obligors at the end of the arrangements.



**Avila Beach Community Services District**  
**Notes to the Basic Financial Statements, continued**  
**June 30, 2019**

**(11) Governmental Accounting Standards Board Statements Issued, Not Yet Effective, continued**

*Governmental Accounting Standards Board Statement No. 91, continued*

This Statement requires issuers to disclose general information about their conduit debt obligations, organized by type of commitment, including the aggregate outstanding principal amount of the issuers' conduit debt obligations and a description of each type of commitment. Issuers that recognize liabilities related to supporting the debt service of conduit debt obligations also should disclose information about the amount recognized and how the liabilities changed during the reporting period.

The requirements of this Statement are effective for reporting periods beginning after December 15, 2020. Earlier application is encouraged.

**(12) Commitments and Contingencies**

*Litigation*

In the ordinary course of operations, the District is subject to claims and litigation from outside parties. After consultation with legal counsel, the District believes the ultimate outcome of such matters, if any, will not materially affect its financial condition.

*Grant Awards*

Grant funds received by the District are subject to audit by the grantor agencies. Such audit could lead to requests for reimbursements to the grantor agencies for expenditures disallowed under terms of the grant. Management of the District believes that such disallowances, if any, would not be significant.

*Contracts and Agreements*

The District is one of the entities covered by an agreement entered in October 1992, between the Central Coast Water Authority (CCWA) and San Luis Obispo (SLO) County to treat water delivered through the State Water Project (SWP).

**(13) Subsequent Events**

Events occurring after June 30, 2019, have been evaluated for possible adjustment to the financial statements or disclosure as of November 13, 2019, which is the date the financial statements were available to be issued. The District is not aware of any subsequent events that would require recognition or disclosure in the financial statements.

**Required Supplementary Information**

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**Avila Beach Community Services District  
Budgetary Comparison Schedule – General Fund  
For the Fiscal Year Ended June 30, 2019**

	<u>Adopted Original Budget</u>	<u>Board Approved Changes</u>	<u>Revised Budget</u>	<u>Actual Budgetary Basis</u>	<u>Vairance Positive (Negative)</u>
<b>Revenues:</b>					
Property taxes	\$ 601,000	-	601,000	647,893	46,893
Interest earnings	30,000	-	30,000	79,101	49,101
Charges for services	3,800	-	3,800	4,130	330
<b>Total revenues</b>	<u>634,800</u>	<u>-</u>	<u>634,800</u>	<u>731,124</u>	<u>96,324</u>
<b>Expenditures:</b>					
General government	368,200	-	368,200	399,308	(31,108)
Capital outlay	-	-	-	22,784	(22,784)
<b>Total expenditures</b>	<u>368,200</u>	<u>-</u>	<u>368,200</u>	<u>422,092</u>	<u>(53,892)</u>
Excess(deficiency) of revenues over expenditures	266,600	-	266,600	309,032	42,432
<b>Other financing sources(uses):</b>					
Operating transfers in(out)	(197,800)	-	(197,800)	(454,317)	(256,517)
<b>Net change in fund balance</b>	<u>68,800</u>	<u>-</u>	<u>68,800</u>	<u>(145,285)</u>	<u>(214,085)</u>
<b>Fund balance, beginning of year</b>	<u>769,054</u>		<u>769,054</u>	<u>769,054</u>	
<b>Fund balance, end of year</b>	<u>\$ 837,854</u>		<u>837,854</u>	<u>623,769</u>	

**Notes to Required Supplementary Information — General Fund**

**(1) Budgets and Budgetary Data**

The District follows specific procedures in establishing the budgetary data reflected in the financial statements. Each year the District's General Manager prepares and submits an operating budget to the Board of Directors for the General Fund no later than June of each year. The basis used to prepare the budget does not differ substantially from the modified accrual basis of accounting. The adopted budget becomes operative on July 1. The Board of Directors must approve all supplemental appropriations to the budget and transfers between major accounts.

The District presents a comparison of the annual budget to actual results for the General Fund at the functional expenditure-type major object level for financial reporting purposes. The budgeted expenditure amounts represent the adopted budget.

**Avila Beach Community Services District  
Budgetary Comparison Schedule – Streets Light Fund  
For the Fiscal Year Ended June 30, 2019**

	<u>Adopted Original Budget</u>	<u>Board Approved Changes</u>	<u>Revised Budget</u>	<u>Actual Budgetary Basis</u>	<u>Vairance Positive (Negative)</u>
<b>Revenues:</b>					
Charges for services	\$ 1,200	-	1,200	917	(283)
<b>Total revenues</b>	<u>1,200</u>	<u>-</u>	<u>1,200</u>	<u>917</u>	<u>(283)</u>
<b>Expenditures:</b>					
Street lighting	16,500	-	16,500	11,216	5,284
<b>Total expenditures</b>	<u>16,500</u>	<u>-</u>	<u>16,500</u>	<u>11,216</u>	<u>5,284</u>
Excess(deficiency) of revenues over expenditures	(15,300)	-	(15,300)	(10,299)	5,001
<b>Other financing sources(uses):</b>					
Operating transfers in(out)	7,090	-	7,090	14,352	7,262
<b>Net change in fund balance</b>	<u>(8,210)</u>	<u>-</u>	<u>(8,210)</u>	<u>4,053</u>	<u>12,263</u>
<b>Fund balance, beginning of year</b>	<u>(10,156)</u>		<u>(10,156)</u>	<u>(10,156)</u>	
<b>Fund balance, end of year</b>	<u>\$ (18,366)</u>		<u>(18,366)</u>	<u>(6,103)</u>	

**Notes to Required Supplementary Information — Streets Light Fund**

**(1) Budgets and Budgetary Data**

The District follows specific procedures in establishing the budgetary data reflected in the financial statements. Each year the District's General Manager prepares and submits an operating budget to the Board of Directors for the Streets Light Fund no later than June of each year. The basis used to prepare the budget does not differ substantially from the modified accrual basis of accounting. The adopted budget becomes operative on July 1. The Board of Directors must approve all supplemental appropriations to the budget and transfers between major accounts.

The District presents a comparison of the annual budget to actual results for the Street Light Fund at the functional expenditure-type major object level for financial reporting purposes. The budgeted expenditure amounts represent the adopted budget.

**Avila Beach Community Services District**  
**Schedules of the District's Proportionate Share of the Net Pension Liability**  
**For the Year Ended June 30, 2019**  
**Last Ten Years\***

**Defined Benefit Pension Plan**

Description	Measurement Dates				
	6/30/2018	6/30/2017	6/30/2016	6/30/2015	6/30/2014
District's Proportion of the Net Pension Liability	0.00131%	0.00138%	0.00146%	0.00171%	0.00207%
District's Proportionate Share of the Net Pension Liability	\$ 126,061	136,401	126,121	117,077	125,453
District's covered-employee payroll	\$ 42,387	39,321	42,741	60,486	58,718
District's proportionate share of the net pension liability(asset) as a Percentage of its Covered-Employee Payroll	297.40%	346.89%	295.08%	193.56%	213.65%
Plan's Fiduciary Net Position as a Percentage of the Plan's Total Pension Liability	75.26%	73.31%	74.06%	78.40%	79.82%

**Notes to the Schedules of the District's Proportionate Share of Net Pension Liability**

**Change in Benefit Terms** – Public agencies can make changes to their plan provisions, and such changes occur on an ongoing basis. A summary of the plan provisions that were used for a specific plan can be found in the plan's annual valuation report.

**Change of Assumptions and Methods** – In December 2017, the CalPERS Board adopted new mortality assumptions for plans participating in the PERF. The new mortality table was developed from the December 2017, experience study and includes 15 years of projected ongoing mortality improvement using 90% of scale MP 2016 published by the Society of Actuaries. The inflation assumption is reduced from 2.75% to 2.50%.

The assumptions for individual salary increases and overall payroll growth are reduced from 3.00% to 2.75%. These changes will be implemented in two steps commencing in the June 30, 2017 funding valuation. However, for financial reporting purposes, these assumption changes are fully reflected in the results for fiscal year 2018.

In fiscal year 2017, the financial reporting discount rate for the PERF C was lowered from 7.65% to 7.15%. In December 2016, the CalPERS Board approved lowering the funding discount rate used in the PERF C from 7.50% to 7.00%, which is to be phased in over a three-year period (7.50% to 7.375%, 7.375% to 7.25%, and 7.25% to 7.00%) beginning with the June 30, 2016, valuation reports. The funding discount rate includes a 15 basis-point reduction for administrative expenses, and the remaining decrease is consistent with the change in the financial reporting discount rate.

\* The District has presented information for those years for which information is available until a full 10-year trend is compiled.



**Avila Beach Community Services District  
Schedules of Pension Plan Contributions  
As of June 30, 2019  
Last Ten Years\***

**Defined Benefit Pension Plan**

Description	Measurement Dates				
	6/30/2018	6/30/2017	6/30/2016	6/30/2015	6/30/2014
Actuarially Determined Contribution	\$ 14,788	14,788	13,713	9,566	9,89
Contributions in Relation to the Actuarially Determined Contribution	<u>(14,788)</u>	<u>(14,788)</u>	<u>(13,713)</u>	<u>(9,566)</u>	<u>(9,89)</u>
Contribution Deficiency (Excess)	\$ <u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
District's Covered Payroll	\$ <u>42,387</u>	<u>39,321</u>	<u>42,741</u>	<u>62,301</u>	<u>60,48</u>
Contribution's as a percentage of Covered-Employee Payroll	<u>34.89%</u>	<u>37.61%</u>	<u>32.08%</u>	<u>15.35%</u>	<u>16.36</u>

**Notes to the Schedules of Pension Plan Contributions**

\* The District has presented information for those years for which information is available until a full 10-year trend is compiled.

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# **Report on Internal Controls and Compliance**

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**Independent Auditor's Report on Compliance and on Internal Control  
Over Financial Reporting Based on an Audit of Financial Statements  
Performed in Accordance with *Government Auditing Standards***

Board of Directors  
Avila Beach Community Services District  
Avila Beach, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Avila Beach Community Services District (District) as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprises the District's basic financial statements, and have issued our report thereon dated November 13, 2019.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Independent Auditor's Report on Internal Controls Over Financial Reporting  
And on Compliance and Other Matters Based on an Audit of Financial Statements  
Performed in Accordance with *Government Auditing Standards*, continued**

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

**Fedak & Brown LLP**  
Cypress, California  
November 13, 2019

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**Avila Beach Community Services District**

**Management Report**

**June 30, 2019**

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**Fedak & Brown LLP**

Certified Public Accountants



**Avila Beach Community Services District**

**Management Report**

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Board of Directors  
Avila Beach Community Services District  
Avila Beach, California

**Dear Members of the Board:**

In planning and performing our audit of the financial statements of the governmental activities, the business-type activities, and each major fund of the Avila Beach Community Services District (District) as of and for the year ended June 30, 2019, in accordance with auditing standards generally accepted in the United States of America, we considered the District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

**Current Year Comments and Recommendations**

***Significant Deficiency***

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the following deficiency in internal control to be a significant deficiency:

Year-end Closing Journal Entries

Throughout the year, the District records and reports expenses on a cash basis. As a result, expenditures that occur before the fiscal year and paid after the fiscal year are not reflected on the District's Government-wide financial statements. Also, for budgetary purposes, the District expenses all capital asset purchases. Consequently, capital asset purchases are not reflected as assets of the District on the District's Government-wide financial statements.

Generally accepted accounting principles (GAAP) set by the Governmental Accounting Standards Board (GASB) mandate that the Government-wide financial statements be prepared on a full accrual basis. In doing so, expenditure occurring during the fiscal year is reflected as an expense to the District and capital asset purchases are reflected as non-current assets.

## **Current Year Comments and Recommendations, continued**

### ***Significant Deficiency, continued***

#### Year-end Closing Journal Entries, continued

We recommend that the District implement procedures to post closing journal entries to accrue expenditures occurring before its fiscal year and to reclassify capital asset purchases as an asset.

#### *Management's Response*

We agree with the auditor's comments and will implement procedures to accrue all expenditures incurred during the year and capitalize all capital purchases.

### ***Other Comment***

#### Disclosure of Audit Adjustments and Reclassifications

As your external auditor, we assume that the books and records of the District are properly adjusted before the start of the audit. In many cases, however, audit adjustments and reclassifications are made in the normal course of the audit process to present the District's financial statements in conformity with accounting principles generally accepted in the United States of America or for comparison purposes with the prior year. For the Board of Directors to gain a full and complete understanding and appreciation of the scope and extent of the audit process we have presented these audit adjustments and reclassifications as an attachment to this letter. There can be very reasonable explanations for situations of having numerous adjustments as well as having no adjustments at all. However, the issue is simply disclosure of the adjustments and reclassifications that were made and to provide the Board of Directors with a better understanding of the scope of the audit.

#### *Management's Response*

We have reviewed and approved all of the audit adjustment and reclassification entries provided by the auditor and have entered those entries into the District's accounting system to close-out the District's year-end trial balance.

## **Prior Year Comments and Recommendations**

### Year-end Closing Journal Entries

Throughout the year, the District records and reports expenses on a cash basis. As a result, expenditures that occur before the fiscal year and paid after the fiscal year are not reflected on the District's Government-wide financial statements. Also, for budgetary purposes, the District expenses all capital asset purchases. Consequently, capital asset purchases are not reflected as assets of the District on the District's Government-wide financial statements.

Generally accepted accounting principles (GAAP) set by the Governmental Accounting Standards Board (GASB) mandate that the Government-wide financial statements be prepared on a full accrual basis. In doing so, expenditure occurring during the fiscal year is reflected as an expense to the District and capital asset purchases are reflected as non-current assets.

We recommend that the District implement procedures to post closing journal entries to accrue expenditures occurring before its fiscal year and to reclassify capital asset purchases as an asset.

#### *Management's Response*

We agree with the auditor's comments and will implement procedures to accrue all expenditures incurred during the year and capitalize all capital purchases.

#### *Comment Status*

The comment is in the process of being corrected and is repeated in the current year.



**Prior Year Comments and Recommendations, continued**

Disclosure of Audit Adjustments and Reclassifications

As your external auditor, we assume that the books and records of the District are properly adjusted before the start of the audit. In many cases, however, audit adjustments and reclassifications are made in the normal course of the audit process to present the District's financial statements in conformity with accounting principles generally accepted in the United States of America or for comparison purposes with the prior year. For the Board of Directors to gain a full and complete understanding and appreciation of the scope and extent of the audit process we have presented these audit adjustments and reclassifications as an attachment to this letter. There can be very reasonable explanations for situations of having numerous adjustments as well as having no adjustments at all. However, the issue is simply disclosure of the adjustments and reclassifications that were made and to provide the Board of Directors with a better understanding of the scope of the audit.

*Management's Response*

We have reviewed and approved all of the audit adjustment and reclassification entries provided by the auditor and have entered those entries into the District's accounting system to close-out the District's year-end trial balance.

\* \* \* \* \*

This communication is intended solely for the information and use of management and the Board of Directors of the District. This restriction is not intended to be, and should not be, used by anyone than these specified parties.

We appreciate the courtesy and cooperation extended to us during our examination. We would be pleased to discuss the contents of this letter with you at your convenience. Please do not hesitate to contact us.

**Fedak & Brown LLP**  
Cypress, California  
November 13, 2019

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**APPENDIX**

**Avila Beach Community Services District**

**Audit/Finance Committee Letter**

**June 30, 2019**

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Board of Directors  
Avila Beach Community Services District  
Avila Beach, California

We have audited the financial statements of the governmental activities, the business-type activities, and each major fund of the Avila Beach Community Services District (District) for the year ended June 30, 2019. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, *Government Auditing Standards* and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated March 26, 2019. Professional standards also require that we communicate to you the following information related to our audit.

#### Significant Audit Matters

##### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2019. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the District's financial statements were:

Management's estimate of the fair value of cash and investments is based on information provided by financial institutions. We evaluated the key factors and assumptions used to develop the fair value of cash and investments in determining that they are reasonable in relation to the financial statements taken as a whole.

Management's estimate of capital assets depreciation is based on historical estimates of each capitalized item's useful life expectancy or cost recovery period. We evaluated the key factors and assumptions used to develop the capital asset depreciation calculations in determining that they are reasonable in relation to the financial statements taken as a whole.

Management's estimate of the net pension liability is based on an actuarial valuation that was conducted by a third-party actuary. We evaluated the basis, methods, and assumptions used by the actuary, to calculate the net pension liability, pension expense, and deferred pension outflows/inflows in determining that they are reasonable in relation to the financial statements taken as a whole.



Significant Audit Matters, continued

*Qualitative Aspects of Accounting Practices, continued*

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

The disclosure of fair value of cash and investments in Note 2 to the basic financial statements represents amounts susceptible to market fluctuations.

The disclosure of capital assets, net in Note 5 to the basic financial statements is based on historical information which could differ from actual useful lives of each capitalized item.

The disclosure of the District's defined benefit pension in Note 7 to the basic financial statements is based on actuarial assumptions.

The financial statement disclosures are neutral, consistent, and clear.

*Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

*Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

*Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated **November 13, 2019**.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Budgetary Comparison Schedule – General Fund, Budgetary Schedule – Street Light Fund, Schedules of the District’s Proportionate Share of Net Pension Liability, and Schedules of Pension Plan Contributions, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Conclusion

We appreciate the cooperation extended us by Bradley Hagemann, General Manager, in the performance of our audit testwork. We will be pleased to respond to any questions you have about the foregoing. We appreciate the opportunity to continue to be of service to the District.

This information is intended solely for the information and use of the Board of Directors and management of the District and is not intended to be, and should not be, used by anyone other than these specified parties. This restriction is not intended to limit the distribution of this letter, which is a matter of public record.

**Fedak & Brown LLP**  
Cypress, California  
November 13, 2019

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**Avila Beach Community Services District**  
**Schedule of Adjusting Journal Entries**  
**For the Year Ended June 30, 2019**

Account	Description	Debit	Credit
<b>Adjusting Journal Entries</b>			
<b>Adjusting Journal Entries JE # 1</b>			
To adjust CA Laif interest receivable.			
1255-01	Interest Receivable	14,219.53	
4600-01	Interest Income		14,219.53
<b>Total</b>		<u><u>14,219.53</u></u>	<u><u>14,219.53</u></u>
<b>Adjusting Journal Entries JE # 2</b>			
To adjust net pension liability and related accounts.			
2400-01	Net Pension Liability	10,340.00	
1800-01	Deferred Outflows of Resources		3,715.00
2500-01	Deferred Inflows of Resources		6,193.00
5447-01	Pension Expense - GASB 68		432.00
<b>Total</b>		<u><u>10,340.00</u></u>	<u><u>10,340.00</u></u>
<b>Adjusting Journal Entries JE # 3</b>			
To revert prior year's accounts payable.			
2100-01	Accounts Payable	23,113.63	
2100-04	Accounts Payable	570.35	
2100-05	Accounts Payable	1,560.62	
2100-06	Accounts Payable	29,470.37	
4290-01	Point Avila Deposit		20,309.63
6140-01	Office Supplies & Postage - Other		279.00
6503-06	Chemicals		4,254.96
6506-01	Contract Labor GM		2,200.00
6506-05	Contract Labor GM		1,100.00
6506-06	Contract Labor GM		2,200.00
6522-06	Equip. Rep. & Maint-Avila & HD		1,748.10
6524-06	Equip. Rep. & Maint. Avila Only		4,352.97
6525-06	Fat Oil & Grease (FOG)		1,137.99
6540-06	Lab Tests		2,775.40
6542-01	Maintenance		325.00
6550-06	Operating Supplies		631.77
6580-06	Solids Handling		2,540.00
6590-04	Utilities		570.35
6590-06	Utilities		2,288.94
8233-06	WW-3 Brine Waste		2,885.00
8241-06	WW-5 Misc. Projects		460.63
8245-06	WWTP Improvement Project		4,194.61
8270-05	Capital Purchases in Prog Water - Other		460.62
<b>Total</b>		<u><u>54,714.97</u></u>	<u><u>54,714.97</u></u>



**Avila Beach Community Services District**  
**Schedule of Adjusting Journal Entries**  
**For the Year Ended June 30, 2019**

Account	Description	Debit	Credit
<b>Adjusting Journal Entries JE # 4</b>			
To reconcile prior year ending fund balance to current year beginning fund balance.			
3900-01	Retained Earnings	3,627.22	
6600-01	Cal Fire Contract Labor		3,627.22
1005-99	Customer Cash		
<b>Total</b>		<u><u>3,627.22</u></u>	<u><u>3,627.22</u></u>
<b>Adjusting Journal Entries JE # 5</b>			
To accrue current year accounts payable.			
5100-01	Merchant Credit Card Fees	345.38	
6103-01	Accounting Audit	3,424.00	
6135-01	Legal	2,033.60	
6140-01	Office Supplies & Postage - Other	359.45	
6143-01	Supplies, Office	388.93	
6165-05	Travel Expense	16.50	
6165-06	Travel Expense	33.00	
6503-05	Chemicals	127.67	
6503-06	Chemicals	2,937.18	
6505-05	Contract Labor O & M	4,753.43	
6505-06	Contract Labor O & M	14,267.81	
6506-01	Contract Labor GM	2,170.00	
6507-05	Contract Labor Civil Engineer	900.00	
6507-06	Contract Labor Civil Engineer	2,430.00	
6520-06	Equipment Repair & Majnt. - Other	50.00	
6522-06	Equip. Rep. & Maint-Avila & HD	814.66	
6525-06	Fat Oil & Grease (FOG)	833.17	
6540-06	Lab Tests	2,780.00	
6542-01	Maintenance	165.00	
6550-01	Operating Supplies	133.17	
6550-06	Operating Supplies	241.17	
6560-06	Plan Checks	849.23	
6580-06	Solids Handling	1,295.00	
6590-01	Utilities	105.92	
6590-04	Utilities	813.20	
6590-05	Utilities	149.05	
6590-06	Utilities	2,017.71	
8245-06	WWTP Improvement Project	3,208.38	
8245-06	WWTP Improvement Project	1,917.09	
8246-06	WW Sewer Line Rplmt San Miguel	5,598.75	
2100-01	Accounts Payable		9,125.45
2100-04	Accounts Payable		813.20
2100-05	Accounts Payable		5,946.65
2100-06	Accounts Payable		28,548.93
2100-06	Accounts Payable		10,724.22
<b>Total</b>		<u><u>55,158.45</u></u>	<u><u>55,158.45</u></u>

**Avila Beach Community Services District**  
**Schedule of Adjusting Journal Entries**  
**For the Year Ended June 30, 2019**

Account	Description	Debit	Credit
<b>Adjusting Journal Entries JE # 6</b>			
To revert to prior year's capital asset balance.			
1614-01	Office Furniture Accum Dep.	5,447.58	
1643-06	Treatment Equip Cost	86,955.54	
1657-05	Distribution Assets Cost	116,040.00	
1681-03	Structures GFAAG - Sani & FA	21,468.42	
3900-06	Retained Earnings	228,885.87	
1612-01	Office Furniture cost		5,447.58
1628-06	Collect Assets Accum Depr		48,968.70
1638-06	Treatment Plant Accum Dep		63,657.00
1644-06	Treatment Equip Accum Depr		92,656.67
1658-05	Dist Assets Accum Depr		33,087.81
1682-03	Gen / Fire Accum Dep		3,687.97
1690-05	Construction in Progress		6,406.18
1690-06	Construction in Progress		110,559.04
3900-03	Retained Earnings		17,780.45
3900-05	Retained Earnings		76,546.01
<b>Total</b>		<b><u>458,797.41</u></b>	<b><u>458,797.41</u></b>
<b>Adjusting Journal Entries JE # 7</b>			
To adjust accounts receivable for current and past years billing			
4010-05	Operating Revenue	18,673.06	
4010-06	Operating Revenue	9,914.30	
1280-05	Water & Sewer Billings		820.46
1280-05	Water & Sewer Billings		13,505.36
1280-05	Water & Sewer Billings		4,347.24
1280-06	Water & Sewer Billings		4,087.74
1280-06	Water & Sewer Billings		820.46
1280-06	Water & Sewer Billings		5,006.10
<b>Total</b>		<b><u>28,587.36</u></b>	<b><u>28,587.36</u></b>
<b>Adjusting Journal Entries JE # 8</b>			
To adjust connections fees.			
1200-05	Accounts Receivable	27,693.92	
1200-06	Accounts Receivable	67,459.80	
3900-05	Retained Earnings		11,532.87
3900-06	Retained Earnings		20,851.17
7210-05	Connection Fees		16,161.05
7210-06	Connection Fees		46,608.63
<b>Total</b>		<b><u>95,153.72</u></b>	<b><u>95,153.72</u></b>

**Avila Beach Community Services District  
Schedule of Adjusting Journal Entries  
For the Year Ended June 30, 2019**

Account	Description	Debit	Credit
<b>Adjusting Journal Entries JE # 9</b>			
To capitalized capital outlay and record depreciation expense.			
1631-06	Disposal Equip Cost	88,052.02	
1657-05	Distribution Assets Cost	7,096.27	
1681-03	Structures GFAAG - Sani & FA	22,783.23	
1690-06	Construction in Progress	60,370.23	
6125-03	Depreciation	4,847.80	
6125-05	Depreciation	33,442.61	
6125-06	Depreciation	206,853.71	
6505-06	Contract Labor O & M	748.57	
1628-06	Collect Assets Accum Depr		48,968.70
1638-06	Treatment Plant Accum Dep		70,392.00
1644-06	Treatment Equip Accum Depr		87,493.01
1658-05	Dist Assets Accum Depr		33,442.61
1682-03	Gen / Fire Accum Dep		4,847.80
1690-06	Construction in Progress		341.60
8230-03	Capital Purchases in Progress		22,783.23
8230-05	Capital Purchases in Progress		7,096.27
8230-06	Capital Purchases in Progress		148,829.22
<b>Total</b>		<b><u>424,194.44</u></b>	<b><u>424,194.44</u></b>
<b>Adjusting Journal Entries JE # 10</b>			
To adjust compensated absences.			
5014-01	Sick Pay	274.60	
5016-01	Vacation Pay	386.35	
2260-01	Vacation Payable		386.35
2262-01	Sick Pay Accrued		274.60
<b>Total</b>		<b><u>660.95</u></b>	<b><u>660.95</u></b>
<b>Adjusting Journal Entries JE # 11</b>			
To adjust payroll accrual			
5210-01	Gross Wages	1,772.34	
2201-01	Accrued Payroll		1,772.34
<b>Total</b>		<b><u>1,772.34</u></b>	<b><u>1,772.34</u></b>
	<b>Total Adjusting Journal Entries</b>	<b><u>1,147,226.39</u></b>	<b><u>1,147,226.39</u></b>



**Avila Beach Community Services District**  
**Schedule of Adjusting Journal Entries**  
**For the Year Ended June 30, 2019**

Account	Description	Debit	Credit
<b>Reclassifying Journal Entries</b>			
<b>Reclassifying Journal Entries JE # 101</b>			
To zero out unbalanced funds.			
1210-01	Undeposited Funds	3,992,989.31	
2999-06	Unbalanced Classes	29,183.18	
2999-99	Unbalanced Classes	3,963,806.13	
3900-99	Retained Earnings	203,218.39	
1200-99	Accounts Receivable		203,218.39
1210-06	Undeposited Funds		29,183.18
1210-99	Undeposited Funds		3,963,806.13
2999-01	Unbalanced Classes		3,992,989.31
<b>Total</b>		<b><u>8,189,197.01</u></b>	<b><u>8,189,197.01</u></b>
<b>Reclassifying Journal Entries JE # 102</b>			
To classification unclassified balances.			
2998-05	UNBALANCED CLASSES	30,875.30	
2998-06	UNBALANCED CLASSES	29,002.76	
1200-05	Accounts Receivable		30,875.30
1200-06	Accounts Receivable		29,002.76
<b>Total</b>		<b><u>59,878.06</u></b>	<b><u>59,878.06</u></b>
<b>Reclassifying Journal Entries JE # 103</b>			
To reclassify County Taxes.			
4030-04	County Taxes	14,351.85	
4030-05	County Taxes	71,759.67	
4030-06	County Taxes	368,205.45	
6104-01	Administrative Transfer	454,316.97	
4030-01	County Taxes		454,316.97
6104-04	Administrative Transfer		14,351.85
6104-05	Administrative Transfer		71,759.67
6104-06	Administrative Transfer		368,205.45
<b>Total</b>		<b><u>908,633.94</u></b>	<b><u>908,633.94</u></b>
<b>Reclassifying Journal Entries JE # 104</b>			
To reclassify cash between funds for deposits returned to customers.			
1005-01	Customer Cash	200.00	
2303-05	Water Deposits Held	200.00	
1010-05	Pacific Premier Checking		200.00
2303-01	Water Deposits Held		200.00
<b>Total</b>		<b><u>400.00</u></b>	<b><u>400.00</u></b>

**Avila Beach Community Services District**  
**Schedule of Adjusting Journal Entries**  
**For the Year Ended June 30, 2019**

Account	Description	Debit	Credit
<b>Reclassifying Journal Entries JE # 105</b>			
To reclassify from capital outlay to expense.			
6505-05	Contract Labor O & M	7,865.00	
6505-06	Contract Labor O & M	13,573.57	
8231-06	WW-1 WWTP Upgrade		3,413.07
8233-06	WW-3 Brine Waste		10,160.50
8271-05	W-1 2017/18 Water Tank Imp.		7,865.00
<b>Total</b>		<u><u>21,438.57</u></u>	<u><u>21,438.57</u></u>
<b>Reclassifying Journal Entries JE # 106</b>			
To reclassify Home Depot credit card payment			
1010-05	Pacific Premier Checking	112.43	
2350-06	Home Depot CC	112.43	
1010-06	Pacific Premier Checking		112.43
2350-05	Home Depot CC		112.43
<b>Total</b>		<u><u>224.86</u></u>	<u><u>224.86</u></u>
<b>Reclassifying Journal Entries JE # 107</b>			
To reclassify Prop 13 Grant from General fund to the Sanitary fund.			
1010-06	Pacific Premier Checking	66,845.00	
7050-01	Prop 13 Water Recycling Grant	66,845.00	
1010-01	Pacific Premier Checking		66,845.00
7050-06	Prop 13 Water Recycling Grant		66,845.00
<b>Total</b>		<u><u>133,690.00</u></u>	<u><u>133,690.00</u></u>
<b>Total Reclassifying Journal Entries</b>		<u><u>9,313,462.44</u></u>	<u><u>9,313,462.44</u></u>






# AVILA BEACH COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA. 93424

## MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: November 12, 2019

SUBJECT: Status Report State Water Contractors Advisory Committee, District  
Recommendation for County Participation in the Delta Conveyance Project  
Preliminary Planning Studies

### Recommendation:

Receive Report and Direct staff to advise the County that the Avila Beach CSD supports participating in the Delta Conveyance Project Preliminary Planning Studies or Provide other Direction to staff.

### Funding:

The County estimates the District's share of the Phase 1 project cost would be \$20,000 and may be paid to the County over a 3 – 5 year period. The relatively minor cost can be absorbed in the annual Water budget starting in FY 20/21.

### Discussion:

At the Direction of Governor Newsom, the Department of Water Resources (DWR) rescinded all approvals and applications associated with the project previously referred to as "Cal Waterfix" or more commonly known as the "twin tunnels" project. Instead DWR is planning for a smaller, single tunnel project, referred to as the "Delta Conveyance Project" (DCP). DWR is requesting each State Water Project Contractor (County of SLO in our case) take an action to approve a proposed Agreement in Principal and indicate whether they intend to participate in the planning costs for the Delta Conveyance project.

The purpose of the DCP is address the continual decline in the amount of water that can be exported from Delta due to regulatory agencies imposing higher pumping restrictions on the state and federal water projects. In addition the current conveyance system relies on a levee system that is vulnerable to earthquakes and other potential failures and is not situated to be resilient to sea level rise. DWR estimates that without some form of alternative conveyance to move water around or under the Delta (i.e., tunnel) that the long-term export capabilities of the SWP will be around 48%, down from the current 62%.

San Luis Obispo County has now requested each County State Water Project Sub-Contractor indicate whether they support participating in the planning costs for the DCP. The purpose of this item is to advise the Board of the situation and obtain the District's recommendation regarding the County participating in the DCP planning costs. The County has requested all

Sub-Contractors obtain a recommendation from their respective Boards and bring those recommendations back to the State Water Subcontractors Advisory Committee meeting currently scheduled for November 20, 2019. The County's staff report from the October 23, 2019, SWSAC is attached to this staff report.

Staff recommends that the Board advise the County that they support participating in Delta Conveyance Project Preliminary Planning Studies. Participating in the planning studies does not obligate the County to participate in the full Delta Conveyance Project. We will have an opportunity after the preliminary studies are completed to "opt-in" to the full DCP (and associated costs).



SAN LUIS OBISPO COUNTY  
FLOOD CONTROL AND WATER CONSERVATION DISTRICT

**TO:** District State Water Subcontractors Advisory Committee (SWSAC)

**FROM:** Wes Thomson, P.E.  
Water Utilities Engineer

**Via:** Courtney Howard  
Water Resources Division Manager

**DATE:** October 23, 2019

**SUBJECT:** Agenda Item III.B. – Consider recommending that the District participate in preliminary efforts associated with the Delta Conveyance Project.

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**RECOMMENDATION**

Consider recommending that the District Board of Supervisors sign the Agreement in Principle (AIP) for the Delta Conveyance Project (DCP) and the funding agreement for a proportionate share of the cost for planning and environmental review for the DCP.

**DISCUSSION**

The District anticipates receiving a letter from DWR within the next few months requesting a decision on signing the AIP<sup>1</sup>. Staff anticipates that the letter will also require the execution of a funding agreement for a proportionate share of the cost of planning and environmental review for the DCP in order to be included in those preliminary efforts.

- If the District **signs** both, the District can finish working with the Subcontractors and CCWA to analyze whether or not to participate in the Delta Conveyance Project.
- If the District **does not sign** both, the District would be deciding that it will **not** participate in the Delta Conveyance Project.

The SWSAC may wish to recommend that the District sign the agreements for the following reasons:

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<sup>1</sup> The AIP, to be signed by DWR and participating State Water Project Contractors, describes a methodology for the DCP cost allocation and other related matters that would be the basis of a contract amendment if a DCP is approved and after all necessary environmental review.



1. By providing a second conveyance system under the delta, the DCP would provide increased reliability of the State Water Project given the known seismic risk and vulnerabilities of the Delta levees.
2. Participating in the next phase would provide time to evaluate different scenarios, particularly with respect to the impact of the DCP on reliability of storage at San Luis Reservoir and the timing of water availability, and decide whether to opt in or out when the contract amendment is ready to sign or sooner.
3. The DCP would provide increased overall reliability for state water deliveries long term, addressing the decreased capability of the existing facilities due to the biological opinions.
4. Signing the agreements now is consistent with the District's decisions in 2009 and 2010 to fund its share of the multi-year "alternatives" study, under the "Delta Habitat Conservation and Conveyance Program" (DHCCP), which has led to the current preferred alternative proposal – the single tunnel Delta Conveyance Project.
5. The long-term availability of the District's "excess allocation" to Subcontractors is uncertain.

#### Preliminary Evaluation of Reliability Options

Staff has provided the attached preliminary analysis of scenarios using the period 2008 – 2019, which had an average annual delivery percentage of 49% and is reflective of the projected future long-term reliability of the State Water Project for Contractors that do not participate in the DCP. The analysis also takes into account DCP operations and staff's preliminary understanding of the impact to storage and deliveries. Also included is copies of information that the Central Coast Water Authority provided to its members earlier this year.

#### **FINANCIAL CONSIDERATIONS**

Costs for the first phase of the environmental review (per CEQA) and the preliminary planning and engineering efforts are projected to be about \$350 million in total for the participating State Water Contractors. The District's anticipated prorated cost share would be approximately \$2.5 million dollars. The preliminary efforts are anticipated to take 2 – 3 years.

Table 1 below provides a cost breakdown for the District and Subcontractors in proportion to their total subscribed water (base Water Service Amount plus Drought Buffer). The recommendation to the Board from the Subcontractors could include a request to bill the Subcontractor's proportionate share over a longer period of time.

Table 1: Estimated Cost of Preliminary DCP Efforts

SUBCONTRACTOR	WSA (AFY)	DB (AFY)	WSA + DB (AFY)	Subscription Percentage	Est'd Cost Share of DCP Phase 1
SHANDON CSA 16 (Shandon)	100	0	100	0.004	\$ 10,000
TURNOUT Subtotal	100	0	100		
CHORRO VALLEY City of Morro Bay	1,313	2,290	3,603	0.14412	\$ 360,300
TURNOUT CMC	400	400	800	0.032	\$ 80,000
County Ops Center	425	425	850	0.034	\$ 85,000
Cuesta College	200	200	400	0.016	\$ 40,000
Subtotal	2,338	3,315	5,653		
LOPEZ City of Pismo Beach	1,240	1,240	2,480	0.0992	\$ 248,000
TURNOUT Oceano CSD	750	750	1,500	0.06	\$ 150,000
San Miguelito MWC	275	275	550	0.022	\$ 55,000
Avila Beach CSD	100	100	200	0.008	\$ 20,000
Avila Valley MWC	20	20	40	0.0016	\$ 4,000
San Luis Coastal USD	7	7	14	0.00056	\$ 1,400
Subtotal	2,392	2,392	4,784		
<b>TOTAL</b>	<b>4,830</b>	<b>5,707</b>	<b>10,537</b>	<b>0.42148</b>	<b>\$ 1,053,700</b>
*Contracted Delivery Capacity in Coastal Branch (AFY)			4,830		
District's "Table A" Allocation (AFY)			25,000		
<b>Total "Table A" Subcontracted (AFY)</b>			<b>10,537</b>		
District's "Unsubscribed" Allocation (AFY)			14,463	0.57852	\$ 1,446,300

ABBREVIATIONS

AFY = Acre-Feet per Year  
 WSA = Water Service Amount  
 DB = Drought Buffer






**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: November 12, 2019

SUBJECT: Consider Awarding a Contract to Garing, Taylor and Associates (GTA) for Phase III Construction Plans and Specifications, for the San Miguel Sewer Project.

Recommendation:

Staff recommends the Board authorize staff to enter in to an agreement with Garing Taylor and Associates to provide Construction Permitting, Plans, and Specifications & Estimates for the San Miguel Street Sewer Line Replacement Project

Funding:

The FY 2019-20 proposed Capital Improvement Program (CIP) Budget includes a \$125,000 line item to fund the engineering design and first year construction for the San Miguel Street sewer line replacement project. Since the beginning of the fiscal year, the District has spent \$11,640 on this project. The CIP budget includes an additional \$400,000 in FY 2020/21 for construction costs.

Discussion:

In December 2018, the Board awarded a contract to Garing, Taylor and Associates to conduct an evaluation of the San Miguel Street sewer line that included flow testing, inflow and infiltration evaluation, smoke testing and video inspections. GTA also provided a physical evaluation of the sewer line and manholes, area water use and lift-station data. In June 2019, the Board awarded a contract to GTA to complete Phase II of this preliminary engineering work which included studying and providing schematic level design options and associated cost estimates. Staff presented the results of the Phase II work to the Board at the September 2019 Board meeting. Based on the results of the Phase II study, the Board directed staff to request GTA prepare a proposal to move forward with Phase III design work which includes preparation of Plans, Specifications & Estimates; Construction Permitting; and Bid Management.

GTA provided the attached proposal for completion of the Phase III work. The deliverable associated with this scope of work will include: Survey and Topographic work; Lift Station and Force Main Design; Permitting Assistance and Coordination; Preparation of the Bid Packet; and Bid Management Services.

GTA continues to do a good job on this project and staff recommends awarding the Phase III contract to GTA in accordance with their attached proposal for an amount not to exceed \$59,370.

November 1, 2019

GTA Project No. 18-743.003

Mr. Brad Hagemann, PE  
General Manager  
Avila Beach Community Services District  
Address: 191 San Miguel St, Avila Beach, CA 93424  
Phone: (805) 595-2664  
hagemann.associates@gmail.com

**Subject: Phase 3 – Construction Permitting, Plans, Specifications & Estimates (PS&Es)**  
San Miguel Ave Sewer Replacement  
Avila Beach, California

Dear Mr. Hagemann,

Thank you for requesting a proposal from Garing, Taylor & Associates, Inc. (GTA) for engineering services for the above-referenced Avila Beach Community Services District (ABCSD) project. We look forward to being of continued service.

Following the schematic presentations, including cost analyses, and based on the study conducted by GTA, FRM and Mainline, between December 21, 2018 and March 1, 2019, GTA and District Manager recommend the District pursue construction design documents of “Design Alternative 1”. As discussed during project development, “Design Alternative 7” will also be incorporated into the construction drawings. For your convenience, and quick reference, GTA Reports from Phase 1 & Phase 2 are attached to the proposal.

Based on the above, and per our recent conversations, GTA is pleased to offer the following services:

**1. Construction PS&Es**

GTA will provide construction level plans, specifications and estimates. This effort can be broken down as follows:

**a. Supplemental Topographic and Boundary Survey**

To connect the new force main to the Harbor District’s effluent line on the inland side of Avila Beach Drive, GTA will require additional as-built information and field survey than that presently in our possession. Additionally, some work may be required to research and accurately provide rights-of-way of the County, the Harbor District and any easements granted to ABCSD. Estimated fee includes one and a half days of survey crew field time at prevailing wage rates, and one and a half days of office work for our Principal Surveyor.

Estimated Fee (T&M): \$6,420.00

**b. Lift Station Modification & Force Main Design.**

GTA will provide utility plan for the improved sanitary sewer system. The improvements will include the design of a new sewer force main within the Port Parking lot. This new force main will be required to conform to the specifications and general plan of the Avila

Beach Community Services District. The sewer force main will deliver collected sewage from the lift station to a proposed manhole on Avila Beach Drive.

The utility plan will establish open trench and trenchless design limits, provide invert elevations and pipe sizing. GTA will provide reporting and calculations on the new operating parameters of the existing lift station pump. GTA will also provide reporting and calculation for the replacement pump. GTA will communicate the pump modifications with FRM to allow for their determination of pump cycling parameters.

Estimated Fee (T&M): \$19,700.00

**c. Encroachment Permitting Services.**

GTA will provide utility plans and details for the improved gravity sewer system at the Avila Beach Drive crossing. Trenchless technology (directional drilling or jack and bore) will be pursued for limited disturbance to Avila Beach Drive, and to assist in the Encroachment Permit process that will be required for work in the County's ROW. *\*\*Please note that a geotechnical consultant should test the areas of proposed drilling/boring to provide recommendations for construction and permitting.*

GTA will additionally provide Traffic Control Plans for portions of Avila Beach Drive (using trenchless technology), San Miguel and Beach Colony Drive. GTA will complete and submit the application for encroachment permit based off the approved plans. The estimate includes one initial submittal and two re-submittals.

Estimated Fee (T&M): \$14,500.00

**d. Construction Cost Estimate.**

GTA will provide an Engineer's Opinion of Probable Construction Cost at 75%, 90% and Final Design (100%) milestones.

Estimated Fee (T&M): \$3,500.00

**e. Bid Package.**

GTA will prepare a bid proposal package for the Avila Beach Community Service District, including bid instructions and front-end specifications, construction documents and engineer's estimate of quantities. GTA anticipates the District will setup an account with a local builder's exchange and/or reprographic service to host the bid documents and that the District will advertise the bid through a preferred medium.

Estimated Fee (T&M): \$3,500.00

**f. Bid Management.**

GTA will manage the bid process and provide responses to RFIs. GTA will analyze the top 3 bids and provide recommendations to the District. GTA will provide on-call engineering support for the bid process, as required, until contract is awarded. Estimated work is preliminary, GTA assumes approximately 6 to 8 man-hours per week to be required for this scope. The work will include answering contractor



questions, site visits, exhibits, and construction plan and specification amendments over a 1 month bid period, and bid analysis after the close of bid.

Estimated Fee (T&M): \$7,500.00

**g. Coordination with the Harbor District for easement exhibit with description.**

GTA will produce the depiction and legal description required for an easement in the District's favor through Harbor District property. The fee assumes the District will perform the administrative work required to coordinate and record the easement. Note that additional easements may be necessary. GTA can provide the needed documents for any additional easements for the same cost quoted below.

Estimated Fee (T&M): \$4,250.00

**Total Estimated Fee (T&M): \$59,370.00**

**Assumptions and Exclusions**

1. Construction administration and construction staking are excluded from this proposal.
2. Records of Survey, Corner Records, or other Boundary Related recordable documents are excluded.
3. Lift Station Plans will be provided by FRM or The Avila Beach Community Service District.

**Terms of Services and Compensation**

GTA will perform those services based on the terms of the Master Services Agreement between Avila Beach Community Services District and Garing, Taylor & Associates, Inc. Billing and payment will be per the terms of said agreement. Work will commence upon receipt of this executed proposal. This proposal shall be valid for 60 days from the date hereof.

Once again, thank you for requesting a proposal from Garing, Taylor & Associates, Inc.

Most Sincerely,  
**Garing, Taylor & Associates, Inc.**



Ronald G. Reilly, PE, QSD  
President / CEO

*Attachments:* Exhibit A – Standard Provisions  
Exhibit B – January 1, 2019 Fee Schedule  
GTA Report for Phase 1 Effort, dated 4/12/2019  
GTA Report for Phase 2 Effort, dated 9/3/2019

**ACCEPTED**

I have read the above, and the attached Exhibit A – Standard Provisions of Agreement (10/1/06 revision) incorporated herein by reference and agree to the terms and conditions set forth in this proposal.

**CLIENT:**

\_\_\_\_\_  
Mr. Bradley Hagemann or ABCSD Representative

\_\_\_\_\_  
Date

**Exhibit A**  
**Standard Provisions of Agreement**  
**Between Client and Garing, Taylor & Associates, Inc.**  
**October 1, 2006**

Client and Garing, Taylor & Associates, Inc. agree that the following provisions shall be part of their agreement:

1. This agreement shall be binding upon the heirs, executors, administrators, successors and assigns of client and Garing, Taylor & Associates, Inc.
2. This agreement shall not be assigned by either client or Garing, Taylor & Associates, Inc. without the prior written consent of the other.
3. This agreement contains the entire agreement between client and Garing, Taylor & Associates, Inc. relating to the project and the provision of services to the project. Any prior agreements, promises, negotiations or representations not expressly set forth in this agreement are of no force or effect. Subsequent modifications to this agreement shall be in writing and signed by both client and Garing, Taylor & Associates, Inc.
4. Garing, Taylor & Associates, Inc.'s waiver of any term, condition, or covenant, or breach of any term, condition, or covenant, shall not constitute the waiver of any other term, condition or covenant, or the breach of any other term, condition or covenant.
5. If any term, condition or covenant of this agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this agreement shall be valid and binding on client and Garing, Taylor & Associates, Inc.
6. This agreement shall be governed by and construed in accordance with the laws of the State of California.
7. Garing, Taylor & Associates, Inc. shall only act as an adviser in all governmental relations.
8. All original papers, documents, drawings and other work product of Garing, Taylor & Associates, Inc., and copies thereof, produced by Garing, Taylor & Associates, Inc. pursuant to this agreement shall remain the property of Garing, Taylor & Associates, Inc. and may be used by Garing, Taylor & Associates, Inc. without the consent of client. Upon request and payment of the costs involved, client is entitled to a copy of all papers, documents and drawings provided client's account is paid current.
9. Client acknowledges that its right to utilize the services and work product provided pursuant to this agreement will continue only so long as client is not in default pursuant to the terms and conditions of this agreement and client has performed all obligations under this agreement. Client further acknowledges that Garing, Taylor & Associates, Inc. has the unrestricted right to use the services provided pursuant to this agreement as well as all work product provided pursuant to this agreement.
10. Client and Garing, Taylor & Associates, Inc. agree to cooperate with each other in every way on the project.
11. Upon request, client shall execute and deliver, or cause to be executed and delivered such additional instruments, documents, governmental fees and charges

which are necessary to perform the terms of this agreement.

12. Garing, Taylor & Associates, Inc. makes no representations concerning soil conditions unless specifically included in writing in this agreement, and Garing, Taylor & Associates, Inc. is not responsible for any liability that may arise out of the making or failure to make soil surveys, or sub-surface soil tests, or general soil testing.
13. Client agrees not to use or permit any other person to use plans, drawings, or other work product prepared by Garing, Taylor & Associates, Inc., which plans, drawings, or other work product are not final and which are not signed, and stamped or sealed by Garing, Taylor & Associates, Inc. Client agrees to be liable and responsible for any such use of nonfinal plans, drawings, or other work product not signed and stamped or sealed by Garing, Taylor & Associates, Inc. and waives liability against Garing, Taylor & Associates, Inc. for their use. Client further agrees that final plans, drawings or other work product are for the exclusive use of client and may be used by client only for the project described on the face hereof. Such final plans, drawings or other work product may not be changed nor used on a different project without the written authorization or approval by Garing, Taylor & Associates, Inc. If Garing, Taylor & Associates, Inc.'s work product exists in electronic or computerized format, or is transferred in electronic or computerized format, the stamp, seal and signature shall be original and may not be a computer-generated copy, photocopy, or facsimile transmission of the original.
14. Garing, Taylor & Associates, Inc. has a right to complete all services agreed to be rendered pursuant to this contract. In the event this agreement is terminated before the completion of all services, unless Garing, Taylor & Associates, Inc. is responsible for such early termination, client agrees to release Garing, Taylor & Associates, Inc. from all liability for services performed. In the event all or any portion of the services or work product prepared or partially prepared by Garing, Taylor & Associates, Inc. be suspended, abandoned, or terminated, client shall pay Garing, Taylor & Associates, Inc. for all fees, charges, and services provided for the project, not to exceed any contract limit specified herein. Client acknowledges if the project services are suspended and restarted, there will be additional charges due to suspension of the services which shall be paid for by client as extra services.
15. Garing, Taylor & Associates, Inc. shall be entitled to immediately, and without notice, suspend the performance of any and all of its obligations pursuant to this agreement if client files a voluntary petition seeking relief under the United States Bankruptcy Code or if there is an involuntary bankruptcy petition filed against client in the United States Bankruptcy Court, and that petition is not dismissed within fifteen (15) days of its filing. Any suspension of services made pursuant to the provisions of this paragraph shall continue until such time as this agreement has been fully and properly assumed in accordance with the applicable provisions of the United States Bankruptcy Code and in compliance with the final order or judgment issued by the Bankruptcy Court.



16. This agreement shall not be construed to alter, affect or waive any lien or stop notice right which Garing, Taylor & Associates, Inc. may have for the performance of services pursuant to this agreement. Client agrees to separately provide to Garing, Taylor & Associates, Inc. the present name and address of the record owner of the property on which the project is to be located. Client also agrees to separately provide Garing, Taylor & Associates, Inc. with the name and address of any and all lenders who would loan money on the project and who are entitled to receive a preliminary notice.

17. If payment for Garing, Taylor & Associates, Inc.'s services is to be made on behalf of client by a third-party lender, client agrees that Garing, Taylor & Associates, Inc. shall not be required to indemnify the third-party lender, in the form of an endorsement or otherwise, as a condition of receiving payment for services.

18. If client fails to pay Garing, Taylor & Associates, Inc. within thirty (30) days after invoices are rendered, client agrees Garing, Taylor & Associates, Inc. shall have the right to consider such default in payment a material breach of this entire agreement, and, upon written notice, the duties, obligations, and responsibilities of Garing, Taylor & Associates, Inc. under this agreement are suspended or terminated. In such event, client shall promptly pay Garing, Taylor & Associates, Inc. for all fees, charges, and services provided by Garing, Taylor & Associates, Inc. Garing, Taylor & Associates, Inc. will not be responsible for increased costs or other damages resulting from work stoppage, non-delivery of work product as a result of client's failure to timely pay for professional services.

19. All fees and other charges will be billed monthly and shall be due at the time of billing unless otherwise specified in this agreement.

20. Client agrees that the periodic billings from Garing, Taylor & Associates, Inc. to client are correct, conclusive, and binding on client unless client, within ten (10) days from the date of receipt of such billing, notifies Garing, Taylor & Associates, Inc. in writing of alleged inaccuracies, discrepancies, or errors in the billing.

21. Client agrees to pay a monthly late payment charge, which will be the lesser of, one and one-half percent (1-1/2%) per month or a monthly charge not to exceed the maximum legal rate, which will be applied to any unpaid balance commencing thirty (30) days after the date of the original billing.

22. If Garing, Taylor & Associates, Inc., pursuant to this agreement, produces plans, specifications, or other documents and/or performs field services, and such plans, specifications, and other documents and/or field services are required by one or more governmental agency, and one or more such governmental agency changes its ordinances, policies, procedures or requirements after the date of this agreement, any additional office or field services thereby required shall be paid for by client as extra services.

23. In the event Garing, Taylor & Associates, Inc.'s fee schedule changes due to any increase of costs such as the granting of wage increases and/or other employee benefits to field or office employees due to the terms of any labor agreement, or rise in the cost of living, during the lifetime of this agreement, a percentage increase shall be applied to all remaining compensation.

24. Client agrees that if client requests services not specified pursuant to the scope of services description within this agreement, client agrees to pay for all such additional services as extra work.

25. In the event that any staking is destroyed, damaged or disturbed by an act of God or parties other than Garing, Taylor & Associates, Inc., the cost of restaking shall be paid for by client as extra services.

26. Client shall pay the costs of checking and inspection fees, zoning and annexation application fees, assessment fees, soils engineering fees, soils testing fees, aerial topography fees, and all other fees, permits, bond premiums, title company charges, blueprints and reproductions, and all other charges not specifically covered by the terms of this agreement.

27. Garing, Taylor & Associates, Inc. is not responsible for delay caused by activities or factors beyond Garing, Taylor & Associates, Inc.'s reasonable control, including but not limited to, delays by reason of strikes, lockouts, work slowdowns or stoppages, accidents, acts of God, failure of client to furnish timely information or approve or disapprove of Garing, Taylor & Associates, Inc.'s services or work product promptly, faulty performance by client or other contractors or governmental agencies. When such delays beyond Garing, Taylor & Associates, Inc.'s reasonable control occur, client agrees Garing, Taylor & Associates, Inc. is not responsible in damages nor shall Garing, Taylor & Associates, Inc. be deemed to be in default of this agreement.

28. Garing, Taylor & Associates, Inc. shall not be liable for damages resulting from the actions or inactions of governmental agencies including, but not limited to, permit processing, environmental impact reports, dedications, general plans and amendments thereto, zoning matters, annexations or consolidations, use or conditional use permits, project or plan approvals, and building permits. The client agrees that it is the responsibility of the client to maintain in good standing all government approvals and permits and to apply for any extensions thereof.

29. In the event that client institutes a suit against Garing, Taylor & Associates, Inc., either directly by complaint or by way of cross-complaint, including a cross-complaint for indemnity, for alleged negligence, error, omission, or other failure to perform, and if client fails to obtain a judgment in client's favor, the lawsuit is dismissed, or if judgment is rendered for Garing, Taylor & Associates, Inc., client agrees to pay Garing, Taylor & Associates, Inc. all costs of defense, including attorney's fees, expert witness fees, court costs, and any and all other expenses of defense. Client agrees such payments shall be made immediately following dismissal of the case or upon entry of judgment.

30. If any action at law or equity, including an action for declaratory relief, is brought to enforce or interpret the provisions of this agreement, the prevailing party shall be entitled to reasonable attorneys' fees, which fees may be set by the court in the same action or in a separate action brought for that purpose, in addition to any other relief to which he may be entitled.

31. Client agrees that in the event client institutes litigation to enforce or interpret the provisions of this agreement, such litigation is to be brought and adjudicated in the appropriate court in the county in which Garing,



Taylor & Associates, Inc.'s principal place of business is located, and client waives the right to bring, try or remove such litigation to any other county or judicial district.

32. Garing, Taylor & Associates, Inc. makes no representation concerning the estimated quantities and probable costs made in connection with maps, plans, specifications, reports or drawings other than that all such costs are estimates only and actual costs will vary. It is the responsibility of client to verify costs.

33. Client acknowledges that Garing, Taylor & Associates, Inc. is not responsible for the performance of work by third parties including, but not limited to, the construction contractor and its subcontractors.

34. Garing, Taylor & Associates, Inc. makes no warranty, either expressed or implied, as to his findings, recommendations, plans, specifications, or professional advice except that the services or work product were performed pursuant to generally accepted standards of practice in effect at the time of performance.

35. Estimates of land areas provided under this agreement are not to be considered precise unless Garing, Taylor & Associates, Inc. specifically agrees to provide the precise determination of such areas.

36. In the event the client agrees to, permits, authorizes, constructs or permits construction of changes in the plans, specifications and documents or does not follow recommendations or reports prepared by Garing, Taylor & Associates, Inc. pursuant to this agreement, which changes are not consented to in writing by Garing, Taylor & Associates, Inc., client acknowledges that the changes and their effects are not the responsibility of Garing, Taylor & Associates, Inc. and client agrees to release Garing, Taylor & Associates, Inc. from all liability arising from the use of such changes and further agrees to defend, indemnify and hold harmless Garing, Taylor & Associates, Inc., its officers, directors, principals, agents and employees from and against all claims, demands, damages or costs arising from the changes and their effects.

37. Client acknowledges that the design services performed pursuant to this agreement are based upon field and other conditions existing at the time of preparation of Garing, Taylor & Associates, Inc.'s services. Client further acknowledges that field and other conditions may change by the time project construction occurs and clarification, adjustments, modifications, discrepancies or other changes may be necessary to reflect changed field or other conditions. If the scope of services pursuant to this agreement does not include on-site construction review, construction management, supervision of construction of engineering structures, or other construction supervision for this project, or if subsequent to this agreement client retains other persons or entities to provide such services, client acknowledges that such services will be performed by others and client will defend, indemnify and hold Garing, Taylor & Associates, Inc. harmless from any and all claims arising from or resulting from the performance of such services by other persons or entities except claims caused by the sole negligence or willful misconduct of Garing, Taylor & Associates, Inc.; and from any and all claims arising from or resulting from clarifications, adjustments, modifications, discrepancies or other changes necessary to reflect changed field or other conditions, except claims caused by the sole negligence or willful misconduct of Garing, Taylor & Associates, Inc.

38. Client agrees that in accordance with generally accepted construction practices, construction contractor will be required to assume sole and complete responsibility for job site conditions during the course of construction of the project, including safety of all persons and property; that this requirement shall be made to apply continuously and not be limited to normal working hours, and client further agrees to defend, indemnify and hold Garing, Taylor & Associates, Inc. harmless from any and all liability, real or alleged, in connection with the performance of services on this project, excepting liability arising from the sole negligence of Garing, Taylor & Associates, Inc.

39. In the event client discovers or becomes aware of changed field or other conditions which necessitate clarification, adjustments, modifications or other changes during the construction phase of the project, client agrees to notify Garing, Taylor & Associates, Inc. and engage Garing, Taylor & Associates, Inc. to prepare the necessary clarifications, adjustments, modifications or other changes to Garing, Taylor & Associates, Inc.'s services or work product before construction activities commence or further activity proceeds. Further, client agrees to have a provision in its construction contracts for the project which requires the contractor to notify client of any changed field or other conditions so that client may in turn notify Garing, Taylor & Associates, Inc. pursuant to the provisions of this paragraph.

40. Client agrees to limit the liability of Garing, Taylor & Associates, Inc., its principals and employees, to client and all contractors and subcontractors on the project, for any claim or action arising in tort or contract to Garing, Taylor & Associates, Inc.'s fees. The client also agrees that, except for negligence on the part of Garing, Taylor & Associates, Inc., the client will hold harmless, indemnify and defend Garing, Taylor & Associates, Inc. from and against any and all claims arising out of the professional services provided under this agreement.

41. Client agrees to purchase and maintain, during the course of construction, builder's risk "all risk" insurance which will name Garing, Taylor & Associates, Inc. as an additional insured as their interest may appear.

42. Garing, Taylor & Associates, Inc. hereby states and client hereby acknowledges that Garing, Taylor & Associates, Inc. has no professional liability insurance for claims arising out of the performance of or failure to perform professional services, including, but not limited to the preparation of reports, designs, drawings and specifications, related to the investigation, detection, abatement, replacement, use or specification, or removal of products, materials or processes containing asbestos, asbestos cement pipe, and/or hazardous waste materials. Accordingly, the client hereby agrees to bring no claim for negligence, breach of contract, indemnity or otherwise against Garing, Taylor & Associates, Inc., its principals, employees, and agents if such claim, in any way, would involve Garing, Taylor & Associates, Inc.'s services for the investigation, detection, abatement, replacement, use or specification, or removal of products, materials or processes containing asbestos, asbestos cement pipe, and/or hazardous waste materials. Client further agrees to defend, indemnify and hold harmless Garing, Taylor & Associates, Inc., its officers, directors, principals, employees and agents from any asbestos and/or hazardous waste material related claims that may be brought by third parties as a result of the services provided by Garing, Taylor & Associates, Inc. pursuant to this

agreement except claims caused by the sole negligence or willful misconduct of Garing, Taylor & Associates, Inc.

43. Client acknowledges that Garing, Taylor & Associates, Inc.'s scope of services for this project do not include any services related in any way to asbestos and/or hazardous waste. Should Garing, Taylor & Associates, Inc. or any other party encounter such materials on the job site, or should it in any other way become known that such materials are present or may be present on the job site or any adjacent or nearby areas which may affect Garing, Taylor & Associates, Inc.'s services, Garing, Taylor & Associates, Inc. may, at its option, terminate work on the project until such time as client retains a specialist contractor to abate and/or remove the asbestos and/or hazardous waste materials and warrant that the job site is free from any hazard which may result from the existence of such materials.

44. (a) Notwithstanding any other provision of this Agreement and except for the provisions of (b) and (c), if a dispute arises regarding Garing, Taylor & Associates, Inc.'s fees pursuant to this contract, and if the fee dispute cannot be settled by discussions between client and Garing, Taylor & Associates, Inc., both client and Garing, Taylor & Associates, Inc. agree to attempt to settle the fee dispute by mediation through the American Arbitration Association, or other mediation service, before recourse to litigation.

The cost of said mediation shall be split equally between the parties. Mediation arising out of or relating to this agreement may include, by consolidation, joinder or in any voluntary manner, any additional person not a party to this agreement by mutual agreement of the parties. Any consent to mediation involving an additional person or persons shall not constitute consent to mediate any dispute not described therein. This agreement to mediate and any agreement to mediate with any additional person or persons duly consented to by the parties to this agreement shall be specifically enforceable under the prevailing law of the jurisdiction in which this agreement was signed.

(b) Subdivision (a) does not preclude or limit Garing, Taylor & Associates, Inc.'s right to elect to file an action for collection of fees if the amount in dispute is within the jurisdiction of the small claims court.

(c) Subdivision (a) does not preclude or limit Garing, Taylor & Associates, Inc.'s right to elect to perfect or enforce applicable mechanics lien remedies.

45. Garing, Taylor & Associates, Inc. reserves the right to terminate work on this project at any time prior to the completion of the work described. The termination of this contract shall be executed in writing. Upon such termination, the client shall pay Garing, Taylor & Associates, Inc. for the work completed as of the date of said termination. All deliverables described herein shall be provided to the client upon receipt of payment due.

Garing, Taylor & Associates, Inc. acknowledges that the client reserves the right to terminate work on this project at any time prior to the completion of the work described. The termination of this contract shall be executed in writing. Upon such termination, the client shall pay Garing, Taylor & Associates, Inc. for the work completed as of the date of said termination. All deliverables described herein shall be provided to the client upon receipt of payment due.



**EXHIBIT B**  
 FEE SCHEDULE  
 JANUARY 1, 2019

Fee charges by GARING, TAYLOR & ASSOCIATES, INC. depend on the person or persons performing the work.

<u>CLASSIFICATION</u>		<u>RATE</u>
	OFFICE	
Principal Engineer		170.00
Principal Surveyor		150.00
Land Surveyor		140.00
Survey Technician/Assistant		90.00
Senior Civil Engineer		150.00
Civil Engineer		135.00
Project Manager		115.00
Project Coordinator		115.00
CAD Designer		95.00
Office Manager/Accounting		80.00
Administrative Assistant I		50.00
	FIELD	
Survey Crew		205.00/385.00*
3-Man Survey Crew		275.00

The above fees include office and field equipment and vehicles. Travel time may be charged for projects located at a significant distance from our office. Any costs for postage, shipping, courier services, photocopies, blueprints, telephone and fax charges, filing fees, current mileage charges as set by the Internal Revenue Service, recording fees, outside professional services, special equipment and other miscellaneous charges are additional unless stated otherwise by agreement.

Prevailing wage rates for field personnel will be Prevailing Wage\* billed at the highest rate shown. Prevailing wage billing rates subject to changes in wage determinations by California Division of Labor and Federal Wage Rates.

OVERTIME

Authorized overtime is charged at one and one-half the normal rate and/or as otherwise provided by state and federal law.

EXPERT WITNESS/DEPOSITIONS

Expert Witness Court Appearances and Depositions are billed at a doubled (2X) rate.

Billings shall be paid monthly. Billings unpaid after 30 days will have a service charge of 0.83% per month (10% per year) added.






**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: November 12, 2019

SUBJECT: Status Report on Cost of Services and Rate Study

Recommendation:

Receive Report and Provide Direction to staff.

Discussion:

The District's Cost of Services and Rate Study consultant, Tuckfield and Associates was in town last week to make a presentation to the City of Arroyo Grande on their preliminary rate study. Based on this opportunity, the Finance Committee met on October 29, 2019, with Mr. Tuckfield to discuss the status of the District's study and review the preliminary results of his work. The meeting was very beneficial to the Committee members in that it informed the Committee members what parameters are used to develop the past water and sewer cost of services and what information is needed and assumptions are made to develop the water and sewer rates for the next five years.

The good news is that the study projects a modest 3% per year increase in both water and sewer revenues will cover operations, maintenance and capital improvement program costs (assuming a 20 year, \$1.8 million loan for the WWTP project). The "devil in details" question is how that 3% revenue increase will be allocated amongst the customers.

The Committee members had many questions and requested additional information from staff and the consultant. The Committee intends to meet again in late November or early December. Staff anticipates presenting the study findings and Committee preliminary recommendations to the full Board at the December 10 or January 14, 2020 Board meeting.

