

# AVILA BEACH COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA. 93424  
Meeting Room and Office – 191 San Miguel Street, Avila Beach  
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## AGENDA

**REGULAR BOARD MEETING**  
**7:00 pm Tuesday, June 13th, 2017**  
**BOARD MEETING LOCATION**  
**AVILA BEACH CIVIC ASSOCIATION**  
**191 SAN MIGUEL STREET**  
**AVILA BEACH, CALIFORNIA**

**CALL TO ORDER: 7:00 P.M.**

**1. ROLL CALL: Board Members:**

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

**2. PUBLIC COMMENT**

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

**3. INFORMATION AND DISCUSSION ITEMS**

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

**A. County Reports**

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

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

**4. CONSENT ITEMS:**

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

- A. Minutes of April 11<sup>th</sup>, 2017 Regular Meeting
- B. Monthly Financial Review
- C. General Manager and District Engineer Report
- D. Water and Wastewater Superintendent Report
- E. Appointment of a District Representative to the San Luis Obispo County Water Resources Advisory Committee. (Action Required: Consider Appointing the District General Manager to the Committee)
- F. Sanitary Sewer Management Plan Audit Report (Action Required: Receive staff report and direct staff to implement recommendations)

**5. DISCUSSION OF PULLED CONSENT ITEMS**

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

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

- A. Resolution of Appreciation for former Board Member, Mr. Ken San Filippo  
(Action Required: Consider Adopting Resolution No. 2017-02)
- B. Fats, Oil and Grease Program Services Contract  
(Action Required: Authorize Staff to Adopt Contract for FY 17/18)
- C. Annual Weed Abatement Program  
(Action Required: Consider Adopting Resolution No. 2017-03)
- D. Resolution to Adopt the San Luis Obispo Integrated Regional Water Management Plan  
(Action Required: Consider Adopting Resolution No. 2017-04)
- E. Water Resource Analysis Tech Memo  
(Action Required: Receive Report and Provide Direction to Staff)
- F. Request From Chevron to Discharge Treated Water From Groundwater Remediation Project to the District's Sewage Collection System.  
(Action Required: Receive Report and Provide Direction to Staff)
- G. Facilities Committee Report Regarding Former Fire Station Tenant Lease Agreement  
(Action Required: Receive Report and Provide Direction to Staff)

- H. **PUBLIC HEARING: Fiscal Year 2017/18 Budget**  
(Action Required: Receive Report, Open Public Hearing; Consider Adoption of Resolution No. 2017-05 Appropriations Limitations and Resolution No. 2017-06 Adopting a Final FY 2017/18 Budget)
  
- I. **Board Vacancy**  
(Action Required: Receive Report and Provide Direction to Staff)

**7. 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.

**8. Adjourn to next regularly scheduled meeting on July 11<sup>th</sup>, 2017**

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





**AVILA BEACH COMMUNITY SERVICES DISTRICT  
MINUTES OF REGULAR MEETING  
April 11th, 2017**

**1. CALL TO ORDER**

President Pete Kelley called the regular meeting of the Board of Directors of the Avila Beach Community Services District, to order at 7:03 p.m. on the above date, in the Avila Beach Civic Center.

**2. ROLL CALL**

Board Members Present:                   Pete Kelley  
  Lynn Helenius  
  Eric DeWeese  
  Ken San Filippo  
  Ara Najarian

Staff Present:                               Brad Hagemann, General Manager and District Engineer  
  Kristi Dibbern, Accounting Clerk

Absent:                                        Carinna Butler, Operations Manager FRM

**3. PUBLIC COMMENTS**

Ken San Filippo announced he was moving out of the District and therefore he could no longer serve on the Community Services District Board of Directors.

**4. INFORMATION AND DISCUSSION ITEMS**

**A. County Reports**

**1. SLO Sheriff:**

Sheriff Voge introduced himself as the new commander representing the San Luis County Sheriff's Office. He reported 50% of calls for service this month were at Pirate's Cove. Sheriff Voge announced the new Community Action Team (CAT) program for San Luis County. CAT handles issues regarding our transient and homeless population. The direct line to Sheriff Voge is 781-4630. Please contact him if you have questions or concerns.

**2. Cal Fire Report:**

Cal Fire Battalion Chief Paul Lee reported 54 calls for service this month. Twenty eight of those calls were for medical assistance. Chief Lee reported that Chief Campos is being promoted to the North Coast, and will be leaving a vacancy at Station 62. The vegetation teams are working on Davis Canyon opening the fire road creating firebreaks. CAL Fire is looking for funding for Cave Landing to create another fuel break. Chief Lee reported that fire season begins May 15<sup>th</sup>, all stations are fully staffed and five additional engines are available for response. Weed Abatement is around the corner beginning in mid- May. Please abate weeds around your property.

**B. Reports on Conferences, Meetings and General Communications**

GM Hagemann reminded the Board members to complete their ethics training. The California Special District's Association (CSDA) training office has created individual logins and passwords for each board member and sent them an email with instructions. Emily Cha from CSDA sent the Directors an email in late January that provided them a login and password to access the free training webinars. Directors that have not completed their training should check their email for further instructions. Certificates of completion should be turned into the District office for our official files.

GM Hagemann also reported Heritage Oaks is changing ownership to Pacific Premier Bank.

**5. CONSENT ITEMS**

**President Kelley introduced the consent items and inquired if any member of the Board or public wished to address any items.**

- A. Minutes of March 14<sup>th</sup>, 2017 Regular Meeting
- B. Monthly Financial Review
- C. General Manager and District Engineer Report
- D. Capital Projects Status Report
- E. Water and Wastewater Superintendent Report

The Directors had a question on the General Managers report regarding an update on the Public Records Request(s) related to John Wallace/Wallace Group allegations at South County Sanitary District. Staff provided a quick summary of the written report.

Director San Filippo made the motion to adopt the consent items. Director Helenius seconded the motion and it passed with a roll call vote 5-0.

AYES: Ken San Filippo  
Lynn Helenius  
Eric DeWeese  
Pete Kelley  
Ara Najarian

NOES: None

**6. DISCUSSION OF PULLED CONSENT ITEMS.**

None

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

**A. Results of Water Tank Cleaning and Inspection Reports**

(Action Required: Receive Report provide direction to staff)

GM Hagemann reported that ATS conducted the water tank cleaning and inspection on February 22<sup>nd</sup> & 23<sup>rd</sup>, 2017. Photos of the inspection were circulated to the Directors and interested public members. Hagemann summarized the highlights of inspection reports and noted that Tank #1 (big tank) was last inspected in Nov 2009. ATS removed a light sediment level and completed an interior and exterior inspection. The ATS noted the tank is in good overall condition but recommends spot repair of exterior and interior corrosion, cracking and peeling of paint. Staff will work with the inspector to develop a scope of work for tank repairs, include a project on FY 2017/18 CIP and solicit quotes from qualified contractors. Tank #2 was last inspected in June 2010. The 2010 Report finding was similar to 2017 findings. However, apparently no repairs were completed after the 2010 inspection. The inspector noted that Tank #2 is in worse condition than Tank #1 and provided a lengthy list of recommendations. Staff will work with the inspector to develop a project scope of work and cost estimate. Staff will include this project on the FY 2017/18 Capital Improvement Program.

**B. Update of District By-Laws**

(Action Required: Consider Adoption of Resolution No. 2017-01, Updating the District By-Laws)

GM Hagemann explained the annual review of the District By-Laws should reflect any new legal requirements or proposed operational changes. The Board reviewed the By-Laws at the March 14, 2017, Board meeting and legal counsel suggested some changes to Section 2.8. No other changes to the By-Laws were recommended. Resolution 2017-01 updates the District By-Laws.

President Kelley made the motion to adopt Resolution No. 2017-01 updating the District By-Laws. Director Najarian seconded the motion and it passed with a roll call vote 5-0.

AYES:       Pete Kelley  
              Ara Najarian  
              Ken San Filippo  
              Eric DeWeese  
              Lynn Helenius



NOES: None

**C. Former Fire Station Tenant Lease Agreement**

(Action Required: Receive Report and Provide Direction to Staff)

GM Hagemann summarized the Staff Report stating that the District owns the fire station building located at 100 San Luis Street, Avila Beach. As discussed in the March 14<sup>th</sup>, 2017, meeting the lease with the current occupants, Vizdom Software ends on 12/31/2017. In addition, the District's lease with Avila Beach Civic Association at the current office location expires 9/30/2017. GM Hagemann commented that due to the timing of the existing leases, now is opportune time to make change (if the Board desires to make a change) and added that the current lease rate may be below market rate, but comparable properties are hard to find. Hagemann also noted that Vizdom would like to go to a shorter term lease (year to year) and lower the rent increase factor.

President Kelley, GM Hagemann and Kristi Dibbern did a walk-through of the Fire Station on March 17<sup>th</sup>. They reported that the building is in good condition. During the walk-through, Vizdom representative Mike Lacey provided a building floor plan that showed the teneant improvements they had made over the last 12 years. The Directors discussed the feasibility of moving the District Office to the former Fire Station and noted the facility would address a number of deficiencies of the existing District office space. After some discussion, the Board referred the item to the Facilities Committee for further evaluation and a recommendation. Facilities Committee will meet and report back to the Board at the next Board meeting.

**D. Request for Consideration of Reducing Water and Sewer Monthly Fees Due to Injury**

(Action Required: Receive Report and Provide Direction to Staff)

GM Hagemann summarized a request from Mr. Chris Beard for consideration of a reduction of his water and sewer utility bills for about 4 months due to an injury to his foot. Staff recommended the Board offer a 12 month repayment period (with no fees or interest) for the \$440 that occurred while Mr. Beard was out of the house. Director San Filippo made a motion to have a written agreement with Mr. Beard stating he would repay the outstanding balance within a 12 month period in addition to staying current with his monthly bill. Director DeWeese seconded the motion and it passed with a roll call vote 5-0.

AYES: Ken San Filippo  
Lynn Helenius  
Pete Kelley  
Eric DeWeese  
Ara Najarian

NOES: None

ABSENT: None

**8. COMMUNICATIONS:**

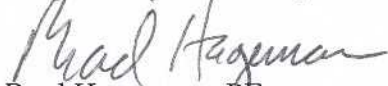
The Directors directed the GM to consult with Legal Counsel Mike Seitz regarding the length of time Director San Filippo could remain on the Board after moving out of the District and provide a report on the process for filling the vacancy at the next . A count was taken to confirm a quorum for the May 9<sup>th</sup> meeting. And dates will be announced for a Finance Committee Meeting in the next 3 weeks.

**ADJOURNMENT: The meeting was adjourned at 8:25 p.m.**

**The next regular meeting of the Avila Beach Community Services District is scheduled for Tuesday, May 9th, 2017 at 7:00 pm.**

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

Respectfully submitted,



Brad Hagemann, PE  
General Manager






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

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: June 13<sup>th</sup>, 2017

SUBJECT: Monthly Financial Review for April & May 2017

**Recommendation:**

Receive and file report.

**Overall Monthly Summary**

During April the District made deposits in the amount of \$270,565.18 and experienced \$58,287.66 in expenses (cash basis). The deposits by fund and checks by fund are provided as an attachment to this report. Income in April included \$182,491.76 in County tax income and \$78,823.12 in monthly water and sewer fees.

During the month of May the District made deposits in the amount of \$86,716.59 and experienced \$84,314.47 in expense (cash basis). The deposits by fund and checks by fund are provided as an attachment to this report. Income in May included \$4,657.53 in County Tax income and \$73,503.64 in monthly water and sewer fees.

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

**Utility Service Billing**

For the month of April the District billed approximately \$83,533.67 in water and sewer service charges. Customer Rate Assistance amounted in a reduction of billing charges to the District in the amount of \$519.67. The District billed approximately May \$ 82,195.91 in water and sewer service charges and Customer Rate Assistance amounted in a reduction of \$503.12.

**Operation and Maintenance**

Staff is also including the Fluid Resource Management (FRM) Statement for April 2017. The Statement includes expenses from the April Statement (which have been paid). The Statement also includes the monthly contract Operations and Maintenance fee of \$17,756.82. Based on the tasks outlined the FRM Operations contract, staff has divided the fee to \$12,400.82 in the Sanitary Funding Class and \$5,356.00 in the Water Funding Class.

Avila Beach Community Services District  
**Profit & Loss**  
April 2017

	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4000 · Income Summary	
4010 · Operating Revenue	78,823.12
4012 · Solid Waste Franchise Fee	1,724.34
4030 · County Taxes	182,491.76
4090 · Rental Income	3,260.00
4600 · Interest Income	4,265.96
	<hr/>
Total 4000 · Income Summary	270,565.18
	<hr/>
Total Income	270,565.18
	<hr/>
Gross Profit	270,565.18
	<hr/>
<b>Expense</b>	
5100 · Merchant Credit Card Fees TIB	157.99
5200 · Payroll Expenses	
5210 · Gross Wages	
5211 · Regular Pay	2,473.08
5012 · Holiday Pay	0.00
5014 · Sick Pay	0.00
5016 · Vacation Pay	0.00
	<hr/>
Total 5210 · Gross Wages	2,473.08
5230 · Payroll Taxes	44.56
5240 · Health & Medical Exp.	
5242 · Health Ins / Other	600.00
	<hr/>
Total 5240 · Health & Medical Exp.	600.00
5250 · PERS Company Pd Expense	
5256 · PERS Co Pd Kristi	187.42
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Total 5250 · PERS Company Pd Expense	187.42
5280 · Payroll Administration & Misc.	100.32
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Total 5200 · Payroll Expenses	3,405.38
	<hr/>
6000 · Administrative Overheads	
6115 · Bank Service Charges	25.46
6135 · Legal	1,063.20
6140 · Office Supplies & Postage	362.08
6150 · Rate Assistance	519.67
6155 · Rent	820.66
6160 · Training	630.41
6170 · Website	200.00
	<hr/>
Total 6000 · Administrative Overheads	3,621.48

Avila Beach Community Services District  
**Profit & Loss**  
April 2017

	<u>TOTAL</u>
<b>6500 · Operating Expenses</b>	
6503 · Chemicals	3,171.77
6505 · Contract Labor	29,334.30
6520 · Equipment Repair & Maint.	
6522 · Equip. Rep. & Maint-Avila & HD	3,503.31
6524 · Equip. Rep. & Maint. Avila Only	-236.49
6520 · Equipment Repair & Maint. - Other	519.86
<b>Total 6520 · Equipment Repair &amp; Maint.</b>	<u>3,786.68</u>
6525 · Fat Oil & Grease (FOG)	712.14
6530 · Generator Maintenance	596.10
6535 · Insurance	1,235.46
6540 · Lab Tests	3,143.00
6542 · Maintenance	1,840.72
6550 · Operating Supplies	316.58
6565 · Regulatory Compliance	1,350.00
6575 · Small Tools	1,324.46
6580 · Solids Handling	1,247.50
6585 · Telephone / Internet	433.26
6590 · Utilities	2,610.84
<b>Total 6500 · Operating Expenses</b>	<u>51,102.81</u>
<b>Total Expense</b>	<u>58,287.66</u>
<b>Net Ordinary Income</b>	212,277.52
<b>Other Income/Expense</b>	
<b>Other Expense</b>	
8200 · Non-Operating Expenses	
8230 · Capital Purchases in Prog Sani	
8231 · WW-1 WWTP Upgrade	9,768.20
8232 · WW-2 Effluent Line Repair HD	135.00
<b>Total 8230 · Capital Purchases in Prog Sani</b>	<u>9,903.20</u>
8270 · Capital Purchases in Prog Water	
8272 · W-2 Water Systm Valve/ Meter	1,892.16
8273 · W-3 Misc Water Line Replacement	11,170.50
<b>Total 8270 · Capital Purchases in Prog Water</b>	<u>13,062.66</u>
<b>Total 8200 · Non-Operating Expenses</b>	<u>22,965.86</u>
<b>Total Other Expense</b>	<u>22,965.86</u>
<b>Net Other Income</b>	<u>-22,965.86</u>
<b>Net Income</b>	<u><u>189,311.66</u></u>



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

	<u>Apr 30, 17</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Cash Summary	
1005 · Customer Cash	227.23
1008 · Petty Cash	153.52
1010 · Heritage Oaks General Checking	686,069.37
1025 · Pooled Cash	2,671,663.57
1030 · B of A - Payroll	13,099.95
1050 · LAIF	2,234,087.62
1099 · Cash Balance	-2,671,663.57
<b>Total 1000 · Cash Summary</b>	<u>2,933,637.69</u>
<b>Total Checking/Savings</b>	2,933,637.69
<b>Accounts Receivable</b>	
1200 · *Accounts Receivable	146,629.39
<b>Total Accounts Receivable</b>	<u>146,629.39</u>
<b>Other Current Assets</b>	
1250 · Receivables	
1255 · Interest Receivable	3,019.76
1270 · Taxes Receivable	8,787.45
1280 · Water & Sewer Billings	101,800.65
<b>Total 1250 · Receivables</b>	<u>113,607.86</u>
1400 · Prepaid Summary	
1410 · Prepaid Insurance	2,470.80
<b>Total 1400 · Prepaid Summary</b>	<u>2,470.80</u>
<b>Total Other Current Assets</b>	<u>116,078.66</u>
<b>Total Current Assets</b>	3,196,345.74
<b>Fixed Assets</b>	
1600 · Fixed Assets & Acc. Depr.	
1605 · Office Equipment	
1606 · Copier Samsung 2012	8,233.58
1609 · Office Equipment Accum Depr	-6,861.31
<b>Total 1605 · Office Equipment</b>	<u>1,372.27</u>
1610 · Fixed Asset -Office & Admin.	
1612 · Office Furniture cost	4,526.21
1614 · Office Furniture Accum Dep.	-4,526.21



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

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

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

	<u>Apr 30, 17</u>
Total 1680 · Structures - Fixed Asset	0.00
1690 · Construction in Progress	17,812.74
Total 1600 · Fixed Assets & Acc. Depr.	3,661,403.37
<b>Total Fixed Assets</b>	<b>3,661,403.37</b>
<b>Other Assets</b>	
1800 · Deferred Outflows of Resources	7,850.00
<b>Total Other Assets</b>	<b>7,850.00</b>
<b>TOTAL ASSETS</b>	<b><u>6,865,599.11</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
2100 · Accounts Payable	78,340.71
<b>Total Accounts Payable</b>	<b>78,340.71</b>
<b>Other Current Liabilities</b>	
2200 · Payroll Liabilities	
2260 · Vacation Payable	1,236.90
2262 · Sick Pay Accrued	2,194.50
2201 · Accrued Payroll	-1,834.49
2240 · Health Insurance	
2241 · Employee	0.01
<b>Total 2240 · Health Insurance</b>	<b>0.01</b>
2250 · PERS Liability	309.12
<b>Total 2200 · Payroll Liabilities</b>	<b>1,906.04</b>
2300 · Deposits Held	
2303 · Water Deposits Held	7,580.00
2304 · Fire Station Deposit	2,000.00
2305 · Capacity Fees Held	252,907.16
<b>Total 2300 · Deposits Held</b>	<b>262,487.16</b>
<b>Total Other Current Liabilities</b>	<b>264,393.20</b>
<b>Total Current Liabilities</b>	<b>342,733.91</b>
<b>Long Term Liabilities</b>	
2400 · Net Pension Liability	115,049.00
2500 · Deferred Inflows of Resources	15,115.00

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

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	<u>Apr 30, 17</u>
Total Long Term Liabilities	130,164.00
Total Liabilities	472,897.91
Equity	
3900 - Retained Earnings	6,141,126.38
Net Income	251,574.82
Total Equity	6,392,701.20
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>6,865,599.11</u></b>



**Avila Beach Community Services District**  
**Deposits by Fund**  
 April 2017

06/02/17

Type	Date	Memo	Split	Amount	Balance
<b>General / Admin</b>					
Deposit	04/04/2017	TCF FY 17 MAR ME - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-430.48	-430.48
Deposit	04/05/2017	TCF FY 17 MAR ME - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-15,641.30	-16,071.78
Deposit	04/12/2017	from Cash acct	1010 · Heritage Oaks Gene...	-1,000.00	-17,071.78
Deposit	04/13/2017	F:0895 A:0760 - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-18,498.96	-35,570.74
Deposit	04/13/2017	Rental Income	1010 · Heritage Oaks Gene...	-3,260.00	-38,830.74
Deposit	04/17/2017	F:0895 A:0760 - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-12,345.78	-51,176.52
Deposit	04/20/2017	F:0895 A:0760 - IMP # 1 - UTL F: Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-1,179.98	-52,356.50
Deposit	04/24/2017	F:0895 A:0760 - IMP # 1 - SEC F: Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-2,995.60	-55,352.10
Total General / Admin					
<b>Lights</b>					
Deposit	04/04/2017	TCF FY 17 MAR ME - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-30.75	-30.75
Deposit	04/05/2017	TCF FY 17 MAR ME - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-1,117.24	-1,147.99
Deposit	04/13/2017	F:0895 A:0760 - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-1,321.35	-2,469.34
Deposit	04/17/2017	F:0895 A:0760 - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-881.84	-3,351.18
Deposit	04/20/2017	F:0895 A:0760 - IMP # 1 - UTL F: Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-84.29	-3,435.47
Deposit	04/24/2017	F:0895 A:0760 - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-213.97	-3,649.44
Total Lights					
<b>Sanitary</b>					
Deposit	04/03/2017	Sani Rec	1010 · Heritage Oaks Gene...	-1,873.26	-1,873.26
Deposit	04/03/2017	Rate Assistance	1010 · Heritage Oaks Gene...	49.65	-1,823.61
Deposit	04/03/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	52.07	-1,771.54
Deposit	04/03/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-1,771.54
Deposit	04/04/2017	TCF FY 17 MAR ME - Waste	1010 · Heritage Oaks Gene...	-622.97	-2,394.51
Deposit	04/04/2017	Sani Rec	1010 · Heritage Oaks Gene...	-2,153.32	-4,547.83
Deposit	04/04/2017	Rate Assistance	1010 · Heritage Oaks Gene...	44.68	-4,503.15
Deposit	04/04/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	229.56	-4,273.59
Deposit	04/04/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-4,273.59
Deposit	04/05/2017	TCF APR 17 SEC - Waste	1010 · Heritage Oaks Gene...	-20,984.40	-25,257.99
Deposit	04/05/2017	Sani Rec	1010 · Heritage Oaks Gene...	-1,653.33	-26,911.32
Deposit	04/05/2017	Rate Assistance	1010 · Heritage Oaks Gene...	8.27	-26,903.05
Deposit	04/05/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-26,903.05
Deposit	04/05/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	55.17	-26,847.88
Deposit	04/06/2017	Sani Rec	1010 · Heritage Oaks Gene...	-2,611.35	-29,459.23
Deposit	04/06/2017	Rate Assistance	1010 · Heritage Oaks Gene...	24.82	-29,434.41
Deposit	04/06/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-29,434.41
Deposit	04/06/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-68.54	-29,502.95
Deposit	04/06/2017	000162 3/1 - 3/27/17 - Community Park Restroom	1010 · Heritage Oaks Gene...	-363.12	-29,866.07

**Avila Beach Community Services District**  
**Deposits by Fund**  
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06/02/17

Type	Date	Memo	Split	Amount	Balance
Deposit	04/07/2017	Sani Rec	1010 · Heritage Oaks Gene...	-1,553.20	-31,419.27
Deposit	04/07/2017	Rate Assistance	1010 · Heritage Oaks Gene...	0.00	-31,419.27
Deposit	04/07/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-31,419.27
Deposit	04/07/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	59.47	-31,359.80
Deposit	04/07/2017	County of SLO Booked 4/6/17 000162 3/1 - 3/27/17 - Community ...	1010 · Heritage Oaks Gene...	363.12	-30,996.68
Deposit	04/10/2017	Sani Rec	1010 · Heritage Oaks Gene...	-2,791.06	-33,787.74
Deposit	04/10/2017	Rate Assistance	1010 · Heritage Oaks Gene...	33.10	-33,754.64
Deposit	04/10/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-33,754.64
Deposit	04/10/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	181.13	-33,573.51
Deposit	04/11/2017	Refund FRM - Regulatory Compliance	1010 · Heritage Oaks Gene...	-235.00	-33,808.51
Deposit	04/11/2017	Sani Rec	1010 · Heritage Oaks Gene...	-9,240.23	-43,048.74
Deposit	04/11/2017	Rate Assistance	1010 · Heritage Oaks Gene...	0.00	-43,048.74
Deposit	04/11/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-43,048.74
Deposit	04/11/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-4.11	-43,052.85
Deposit	04/12/2017	Sani Rec	1005 · Customer Cash	-301.55	-43,354.40
Deposit	04/12/2017	Rate Assistance	1005 · Customer Cash	33.10	-43,321.30
Deposit	04/12/2017	1/2 Other 1	1005 · Customer Cash	0.00	-43,321.30
Deposit	04/12/2017	1/2 Other 2	1005 · Customer Cash	-3.07	-43,324.37
Deposit	04/13/2017	F:0895 A:0760 CURR SECURED TAX	1010 · Heritage Oaks Gene...	-26,709.27	-70,033.64
Deposit	04/13/2017	Sani Rec	1010 · Heritage Oaks Gene...	-6,518.75	-76,552.39
Deposit	04/13/2017	Rate Assistance	1010 · Heritage Oaks Gene...	0.00	-76,552.39
Deposit	04/13/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-76,552.39
Deposit	04/13/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	12.08	-76,540.31
Deposit	04/17/2017	F:0895 A:0760 CURR SECURED TAX	1010 · Heritage Oaks Gene...	-17,825.16	-94,365.47
Deposit	04/17/2017	reimburse line break, pd ck # 1129 3/6/17	1010 · Heritage Oaks Gene...	-1,503.10	-95,868.57
Deposit	04/17/2017	Sani Rec	1010 · Heritage Oaks Gene...	-1,595.06	-97,463.63
Deposit	04/17/2017	Rate Assistance	1010 · Heritage Oaks Gene...	8.27	-97,455.36
Deposit	04/17/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-97,455.36
Deposit	04/17/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-97,455.36
Deposit	04/18/2017	Sani Rec	1010 · Heritage Oaks Gene...	-821.06	-98,276.42
Deposit	04/18/2017	Rate Assistance	1010 · Heritage Oaks Gene...	0.00	-98,276.42
Deposit	04/18/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-98,276.42
Deposit	04/18/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-98,276.42
Deposit	04/20/2017	F:0895 A:0760 CURR UTILITY TAX	1010 · Heritage Oaks Gene...	-39,036.11	-137,312.53
Deposit	04/20/2017	Sani Rec	1010 · Heritage Oaks Gene...	-632.95	-137,945.48
Deposit	04/20/2017	Rate Assistance	1010 · Heritage Oaks Gene...	8.27	-137,937.21
Deposit	04/20/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.10	-137,937.11
Deposit	04/20/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-137,937.11
Deposit	04/24/2017	F:0895 A:0760 CURR SECURED TAX	1010 · Heritage Oaks Gene...	-4,325.13	-142,262.24
Deposit	04/25/2017	Sani Rec	1010 · Heritage Oaks Gene...	-725.59	-142,987.83
Deposit	04/25/2017	Rate Assistance	1010 · Heritage Oaks Gene...	24.82	-142,963.01



**Avila Beach Community Services District**  
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Type	Date	Memo	Split	Amount	Balance
Deposit	04/25/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	5.17	-142,957.84
Deposit	04/25/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-142,957.84
Deposit	04/26/2017	Sani Rec	1010 · Heritage Oaks Gene...	-280.75	-143,238.59
Deposit	04/26/2017	Rate Assistance	1010 · Heritage Oaks Gene...	8.27	-143,230.32
Deposit	04/26/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-143,230.32
Deposit	04/26/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-143,230.32
Deposit	04/27/2017	Sani Rec	1005 · Customer Cash	-56.15	-143,286.47
Deposit	04/27/2017	Rate Assistance	1005 · Customer Cash	0.00	-143,286.47
Deposit	04/27/2017	1/2 Other 1	1005 · Customer Cash	0.00	-143,286.47
Deposit	04/27/2017	1/2 Other 2	1005 · Customer Cash	0.00	-143,286.47
Total Sanitary				-143,286.47	-143,286.47
<b>Solid Waste</b>					
Deposit	04/11/2017	3/17 March 2017 Waste Connections Franchise Fee SW	1010 · Heritage Oaks Gene...	-1,724.34	-1,724.34
Total Solid Waste				-1,724.34	-1,724.34
<b>Water</b>					
Deposit	04/03/2017	Water Rec	1010 · Heritage Oaks Gene...	-1,768.58	-1,768.58
Deposit	04/03/2017	Rate Assistance	1010 · Heritage Oaks Gene...	49.65	-1,718.93
Deposit	04/03/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	52.08	-1,666.85
Deposit	04/03/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-1,666.85
Deposit	04/04/2017	TCF FY 17 MAR ME - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-153.74	-1,820.59
Deposit	04/04/2017	Water Rec	1010 · Heritage Oaks Gene...	-1,867.70	-3,688.29
Deposit	04/04/2017	Rate Assistance	1010 · Heritage Oaks Gene...	44.69	-3,643.60
Deposit	04/04/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	229.57	-3,414.03
Deposit	04/04/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-3,414.03
Deposit	04/05/2017	TCF FY 17 MAR ME - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-5,586.18	-9,000.21
Deposit	04/05/2017	Water Rec	1010 · Heritage Oaks Gene...	-1,636.42	-10,636.63
Deposit	04/05/2017	Rate Assistance	1010 · Heritage Oaks Gene...	8.28	-10,628.35
Deposit	04/05/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-10,628.35
Deposit	04/05/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	55.18	-10,573.17
Deposit	04/06/2017	Water Rec	1010 · Heritage Oaks Gene...	-2,504.04	-13,077.21
Deposit	04/06/2017	Rate Assistance	1010 · Heritage Oaks Gene...	24.83	-13,052.38
Deposit	04/06/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-13,052.38
Deposit	04/06/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-68.54	-13,120.92
Deposit	04/06/2017	000162 3/1 - 3/27/17 - Community Park Restroom	1010 · Heritage Oaks Gene...	-260.16	-13,381.08
Deposit	04/06/2017	0001622 3/1 - 3/27/17 - San Juan Park Irrigation	1010 · Heritage Oaks Gene...	-791.32	-14,172.40
Deposit	04/06/2017	0001483 3/1 - 3/27/17 - Front St Irrigation	1010 · Heritage Oaks Gene...	-628.72	-14,801.12
Deposit	04/07/2017	Water Rec	1010 · Heritage Oaks Gene...	-2,796.72	-17,597.84
Deposit	04/07/2017	Rate Assistance	1010 · Heritage Oaks Gene...	0.00	-17,597.84

**Avila Beach Community Services District**  
**Deposits by Fund**  
 April 2017

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Type	Date	Memo	Split	Amount	Balance
Deposit	04/07/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-17,597.84
Deposit	04/07/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	59.48	-17,538.36
Deposit	04/07/2017	County of SLO Booked 4/6/17 000162 3/1 - 3/27/17 - Community ...	1010 · Heritage Oaks Gene...	260.16	-17,278.20
Deposit	04/07/2017	County of SLO Booked 4/6/17 0001622 3/1 - 3/27/17 - San Juan ...	1010 · Heritage Oaks Gene...	791.32	-16,486.88
Deposit	04/07/2017	County of SLO Booked 4/6/17 0001483 3/1 - 3/27/17 - Front St Irr...	1010 · Heritage Oaks Gene...	628.72	-15,858.16
Deposit	04/10/2017	Water Rec	1010 · Heritage Oaks Gene...	-2,459.33	-18,317.49
Deposit	04/10/2017	Rate Assistance	1010 · Heritage Oaks Gene...	33.10	-18,284.39
Deposit	04/10/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-18,284.39
Deposit	04/10/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	181.14	-18,103.25
Deposit	04/11/2017	Water Rec	1010 · Heritage Oaks Gene...	-8,079.67	-26,182.92
Deposit	04/11/2017	Rate Assistance	1010 · Heritage Oaks Gene...	0.00	-26,182.92
Deposit	04/11/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-26,182.92
Deposit	04/11/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-4.11	-26,187.03
Deposit	04/12/2017	Water Rec	1005 · Customer Cash	-162.60	-26,349.63
Deposit	04/12/2017	Rate Assistance	1005 · Customer Cash	33.10	-26,316.53
Deposit	04/12/2017	1/2 Other 1	1005 · Customer Cash	0.00	-26,316.53
Deposit	04/12/2017	1/2 Other 2	1005 · Customer Cash	-3.08	-26,319.61
Deposit	04/13/2017	F:0895 A:0760 - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-6,606.77	-32,926.38
Deposit	04/13/2017	Water Rec	1010 · Heritage Oaks Gene...	-6,575.62	-39,502.00
Deposit	04/13/2017	Rate Assistance	1010 · Heritage Oaks Gene...	0.00	-39,502.00
Deposit	04/13/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	12.08	-39,489.92
Deposit	04/13/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-39,489.92
Deposit	04/17/2017	F:0895 A:0760 - IMP # 1 - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-4,409.21	-43,899.13
Deposit	04/17/2017	Water Rec	1010 · Heritage Oaks Gene...	-1,343.45	-45,242.58
Deposit	04/17/2017	Rate Assistance	1010 · Heritage Oaks Gene...	8.28	-45,234.30
Deposit	04/17/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-45,234.30
Deposit	04/17/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-45,234.30
Deposit	04/18/2017	Water Rec	1010 · Heritage Oaks Gene...	-780.48	-46,014.78
Deposit	04/18/2017	Rate Assistance	1010 · Heritage Oaks Gene...	0.00	-46,014.78
Deposit	04/18/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-46,014.78
Deposit	04/18/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-46,014.78
Deposit	04/20/2017	F:0895 A:0760 - IMP # 1 - UTL F: Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-421.42	-46,436.20
Deposit	04/20/2017	Water Rec	1010 · Heritage Oaks Gene...	-1,214.08	-47,650.28
Deposit	04/20/2017	Rate Assistance	1010 · Heritage Oaks Gene...	8.28	-47,642.00
Deposit	04/20/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.10	-47,641.90
Deposit	04/20/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-47,641.90
Deposit	04/24/2017	F:0895 A:0760 - IMP # 1 - SEC F: Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-1,069.86	-48,711.76
Deposit	04/25/2017	Water Rec	1010 · Heritage Oaks Gene...	-756.11	-49,467.87
Deposit	04/25/2017	Rate Assistance	1010 · Heritage Oaks Gene...	24.83	-49,443.04
Deposit	04/25/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	5.18	-49,437.86
Deposit	04/25/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-49,437.86



**Avila Beach Community Services District**  
**Deposits by Fund**  
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06/02/17

Type	Date	Memo	Split	Amount	Balance
Deposit	04/26/2017	Water Rec	1010 · Heritage Oaks Gene...	-338.85	-49,776.71
Deposit	04/26/2017	Rate Assistance	1010 · Heritage Oaks Gene...	8.28	-49,768.43
Deposit	04/26/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-49,768.43
Deposit	04/26/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-49,768.43
Deposit	04/27/2017	Water Rec	1005 · Customer Cash	-43.85	-49,812.28
Deposit	04/27/2017	Rate Assistance	1005 · Customer Cash	0.00	-49,812.28
Deposit	04/27/2017	1/2 Other 1	1005 · Customer Cash	0.00	-49,812.28
Deposit	04/27/2017	1/2 Other 2	1005 · Customer Cash	0.00	-49,812.28
Total Water				-49,812.28	-49,812.28
<b>TOTAL</b>				<b>-253,824.63</b>	<b>-253,824.63</b>

Avila Beach Community Services District  
Checks by Fund w/Accounts

April 2017

Type	Date	Num	Name	Memo	Account	Amount	Balance
<b>General / Admin</b>							
Check	04/03/2017	1157	Hagemann & Associates	Inv. 81 March 19th - April 1st, 2017	6505 · Contract Labor	5,500.00	5,500.00
Check	04/03/2017	1161	Avila Beach Civic Association	April 2017 Rent	6155 · Rent	820.66	6,320.66
Check	04/03/2017	1163	Staples	Statement 3/15/17	6140 · Office Supplies & Postage	275.05	6,595.71
Check	04/03/2017		Bankcard MTOT Disc	monthly ABCSD Streamline	5100 · Merchant Credit Card Fe...	157.99	6,753.70
Check	04/04/2017		Digital Deployment		6170 · Website	200.00	6,953.70
Check	04/05/2017		Adobe.com		6140 · Office Supplies & Postage	14.99	6,968.69
Check	04/07/2017		U.S. Postal Service	Hodge will serve	6140 · Office Supplies & Postage	14.70	6,983.39
Check	04/07/2017		U.S. Postal Service	Fedak computer cord	6140 · Office Supplies & Postage	1.19	6,984.58
Check	04/07/2017		U.S. Postal Service	void check	6140 · Office Supplies & Postage	7.15	6,991.73
Check	04/07/2017	1164	VOID	void check	6115 · Bank Service Charges		6,991.73
Check	04/07/2017	1165	VOID	void check	6115 · Bank Service Charges		6,991.73
Check	04/11/2017	1170	Public Employees Retirement System	ID: 1674878206 Kristi Dibbern Kristi	2250 · PERS Liability	331.36	7,323.09
Check	04/11/2017		Cal Tec Computers	Inv. 7204 3/9/17	6524 · Equip. Rep. & Maint. Avila...	40.00	7,363.09
Check	04/11/2017	1170	Public Employees Retirement System	ID: 1674878206 Kristi Dibbern Kristi	5256 · PERS Co Pd Kristi	32.86	7,395.95
Check	04/12/2017	1172	Nikki Engle Bookkeeping & Teaching	Inv. 1532 3/21/17	6505 · Contract Labor	247.50	7,643.45
Check	04/12/2017	1172	Nikki Engle Bookkeeping & Teaching	Inv. 1546 4/6/17	6505 · Contract Labor	330.00	7,973.45
Check	04/12/2017	1171	Shipsey & Seitz	Meeting & Prep	6135 · Legal	420.00	8,393.45
Check	04/12/2017	1171	Shipsey & Seitz	Law Library	6135 · Legal	80.00	8,473.45
Check	04/12/2017	1171	Shipsey & Seitz	Orientation New Director	6135 · Legal	246.60	8,720.05
Check	04/12/2017	1171	Shipsey & Seitz	Bylaws	6135 · Legal	105.60	8,825.65
Check	04/12/2017	1171	Shipsey & Seitz	Capacity Fees	6135 · Legal	211.00	9,036.65
Check	04/13/2017		CSDA San Luis Obispo County Chapter	Special District Board Memeber & Trustee handb...	6160 · Training	5.41	9,042.06
Check	04/14/2017		Charter	Acct #. 8245100980033571	6585 · Telephone / Internet	189.95	9,232.01
Check	04/17/2017		Acct Analysis Fee		6115 · Bank Service Charges	25.46	9,257.47
Check	04/18/2017		U.S. Postal Service	stamps	6140 · Office Supplies & Postage	49.00	9,306.47
Check	04/19/2017	1173	Hagemann & Associates	Inv. 83 April 2 - 15, 2017	6505 · Contract Labor	5,500.00	14,806.47
Check	04/19/2017	1175	Chaparral Business Supplies	Inv. # 413137	6522 · Equip. Rep. & Maint-Avil...	182.15	14,988.62
Check	04/19/2017		CSDA San Luis Obispo County Chapter	GM Summit 6/25 - 6/27/17 Newport	6160 · Training	625.00	15,613.62
Check	04/19/2017	1178	Chaparral Business Supplies	Inv. # 413137	6522 · Equip. Rep. & Maint-Avil...	0.00	15,613.62
Total General / Admin							15,613.62
<b>Lights</b>							
Check	04/03/2017		PG&E	Colony Lights acct # 5992155362-0	6590 · Utilities	90.99	90.99
Check	04/03/2017		PG&E	Town Lights acct # 0690976984-3	6590 · Utilities	470.02	561.01
Check	04/24/2017		PG&E	Front St. Lights acct# 5796765606-7	6590 · Utilities	387.98	948.99
Total Lights							948.99
<b>Sanitary</b>							
Check	04/03/2017	1158	San Luis Powerhouse, Inc.	Quarterly Service of Generator Inv. 37551	6530 · Generator Maintenance	596.10	596.10
Check	04/03/2017	1162	Brenntag Pacific, Inc.	Inv. BPI 713742	6503 · Chemicals	1,041.40	1,637.50
Check	04/06/2017	1166	South County Sanitary Service	2 Yd Dumpster	6590 · Utilities	117.84	1,755.34
Check	04/06/2017	1167	Abalone Coast Analytical, Inc.	Statement 4.3.17	6540 · Lab Tests	3,143.00	4,898.34
Check	04/06/2017	1168	Brenntag Pacific, Inc.	Inv. BPI 2757340	6503 · Chemicals	973.70	5,872.04
Check	04/06/2017	1169	Port San Luis Harbor District Vendor	Moorings Outfall Line Repair	6542 · Maintenance	320.72	6,192.76
Check	04/15/2017		AT&T	acct # x 0885 internet	6585 · Telephone / Internet	85.73	6,278.49
Check	04/19/2017	1174	Fluid Resource Management, Inc.	WW Ops - March 2017 Inv. F15670	6505 · Contract Labor	12,400.80	18,679.29
Check	04/19/2017	1174	Fluid Resource Management, Inc.	Checksheet Computer Set Up W14965	6522 · Equip. Rep. & Maint-Avil...	120.00	18,799.29
Check	04/19/2017	1174	Fluid Resource Management, Inc.	Add Services Power Outage Generator W15514	6522 · Equip. Rep. & Maint-Avil...	3,201.16	22,000.45
Check	04/19/2017	1174	Fluid Resource Management, Inc.	2017 ENV Compliance Reports W15585	6565 · Regulatory Compliance	100.00	22,100.45
Check	04/19/2017	1174	Fluid Resource Management, Inc.	2017 SSMP Audit 3/7/17 W15587	6565 · Regulatory Compliance	1,485.00	23,585.45

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

April 2017

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Type	Date	Num	Name	Memo	Account	Amount	Balance	
Check	04/19/2017	1176	USA Bluebook	Gloves for WWTP	6550 · Operating Supplies	216.51	23,801.96	
Check	04/19/2017	1176	USA Bluebook	Samples	6550 · Operating Supplies	100.07	23,902.03	
Check	04/19/2017	1179	Michael Nunley & Assoc.	C.I.P. Effluent Line Repair Inv. # 3206	8232 · WW-2 Effluent Line Rep...	135.00	24,037.03	
Check	04/19/2017	1180	Speed's, Inc.	Inv. 56332 Solid Waste Hauling 3/30/17	6580 · Solids Handling	1,247.50	25,284.53	
Check	04/19/2017	1181	Brenntag Pacific, Inc.	Inv. BPI 2769036 4/6/17	6503 · Chemicals	1,156.67	26,441.20	
Check	04/19/2017	1182	Wallace Group	Inv. 43512	6525 · Fat Oil & Grease (FOG)	712.14	27,153.34	
Check	04/19/2017	1183	Water Systems Consulting, Inc.	WW-1 Recycled Water Facility Plan	8231 · WW-1 WWTP Upgrade	9,768.20	36,921.54	
Check	04/24/2017		PG&E	Waste Water Plant acct # 6380034236-0 3rd & ...	6590 · Utilities	1,470.77	38,392.31	
Check	04/24/2017		PG&E	Lift Station acct# 6338432238-2	6590 · Utilities	53.61	38,445.92	
Check	04/28/2017		AT&T	acct # 805 595-7619 618 0	6585 · Telephone / Internet	6.99	38,452.91	
Check	04/28/2017		AT&T	acct # 805 595-9416 904 5	6585 · Telephone / Internet	150.59	38,603.50	
Total Sanitary							38,603.50	38,603.50
<b>Water</b>								
Check	04/03/2017	1159	Pollard Water	Customer # 52211 Inv. 0071076	6575 · Small Tools	1,324.46	1,324.46	
Check	04/03/2017	1160	Advantage Technical Services, INC.	Water Tank Dive Inspection	8273 · W-3 Misc Water Line Re...	6,718.00	8,042.46	
Check	04/19/2017	1174	Fluid Resource Management, Inc.	W - Ops March 2017 Inv. F15670	6505 · Contract Labor	5,356.00	13,398.46	
Check	04/19/2017	1174	Fluid Resource Management, Inc.	Sampling Tank Dive 2/22/17 W15539	6520 · Equipment Repair & Maint.	426.86	13,825.32	
Check	04/19/2017	1174	Fluid Resource Management, Inc.	2nd Street Service Connection Break (Hodge) W...	6524 · Equip. Rep. & Maint. Avila...	1,226.61	15,051.93	
Check	04/19/2017	1174	Fluid Resource Management, Inc.	Hydrant Shut Down #33 W15572	6520 · Equipment Repair & Maint.	93.00	15,144.93	
Check	04/19/2017	1177	Toste Construction	Hydrant Curb Painting	6542 · Maintenance	1,520.00	16,664.93	
Check	04/19/2017	1179	Michael Nunley & Assoc.	C.I.P. Water Valve Replacement Inv. 3205	8272 · W-2 Water System Valve/...	1,892.16	18,557.09	
Check	04/19/2017	1183	Water Systems Consulting, Inc.	W-3 Water Resources Analysis	8273 · W-3 Misc Water Line Re...	4,452.50	23,009.59	
Check	04/24/2017		PG&E	Water Tank acct # 4807713956-5	6590 · Utilities	19.63	23,029.22	
Total Water							23,029.22	23,029.22
<b>TOTAL</b>							<b>78,195.33</b>	<b>78,195.33</b>





# FLUID RESOURCE MANAGEMENT

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

# Statement

Date
5/1/17

Phone # 805.597.7100 Fax # 805.597.7171

California Certified Small Business #1120142

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

Amount Due	Amount Enc.
\$88,693.34	

Date	Transaction	Amount	Balance
04/30/17	348F11001 Monthly OPS/Maint- INV #F15770. Orig. Amount \$17,756.80.	17,756.80	17,756.80
04/11/17	348F11001 Monthly OPS/Maint:348FW11001 Water:348AW17001 Add Services water- INV #A15704. Orig. Amount \$289.99.	289.99	18,046.79
04/11/17	W13914 Road Plate Rental- INV #W13914. Orig. Amount \$11,145.50.	11,145.50	29,192.29
03/31/17	W15253 WW-2 Effluent Line Repair- INV #W15253-3. Orig. Amount \$50,623.50.	50,623.50	79,815.79
04/20/17	W15379 Potable Tank 1 Earthquake Fitting- INV #W15379. Orig. Amount \$864.45.	864.45	80,680.24
04/20/17	W15381 Drain Pump Installation- INV #W15381.. Orig. Amount \$805.60.	805.60	81,485.84
04/20/17	W15438 Tank Site Cathodic Protection and- INV #W15438. Orig. Amount \$448.10.	448.10	81,933.94
04/20/17	W15511 Avila Controls Work- INV #W15511. Orig. Amount \$5,926.48.	5,926.48	87,860.42
04/13/17	W15631 Porch Light at WWTP- INV #W15631. Orig. Amount \$514.82.	514.82	88,375.24

CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
38,069.84	50,623.50	0.00	0.00	0.00	\$88,693.34



# FLUID RESOURCE MANAGEMENT

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 2385 Precision Drive

# Statement

Date
5/1/17

Phone # 805.597.7100 Fax # 805.597.7171

California Certified Small Business #1120142

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

Amount Due	Amount Enc.
\$88,693.34	

Date	Transaction	Amount	Balance
04/13/17	W15686 Water Meter Replacement- INV #W15686. Orig. Amount \$318.10.	318.10	88,693.34

CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
38,069.84	50,623.50	0.00	0.00	0.00	\$88,693.34

Avila Beach Community Services District  
**Profit & Loss**  
May 2017

	<u>May 17</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4000 · Income Summary	
4010 · Operating Revenue	77,839.68
4012 · Solid Waste Franchise Fee	959.38
4030 · County Taxes	4,657.53
4090 · Rental Income	3,260.00
	<hr/>
<b>Total 4000 · Income Summary</b>	86,716.59
	<hr/>
<b>Total Income</b>	86,716.59
	<hr/>
<b>Gross Profit</b>	86,716.59
	<hr/>
<b>Expense</b>	
5200 · Payroll Expenses	
5210 · Gross Wages	
5211 · Regular Pay	2,489.76
5012 · Holiday Pay	133.38
5014 · Sick Pay	111.15
5016 · Vacation Pay	0.00
	<hr/>
<b>Total 5210 · Gross Wages</b>	2,734.29
	<hr/>
5230 · Payroll Taxes	28.22
	<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	165.16
	<hr/>
<b>Total 5250 · PERS Company Pd Expense</b>	165.16
	<hr/>
5280 · Payroll Administration & Misc.	100.32
	<hr/>
<b>Total 5200 · Payroll Expenses</b>	3,627.99
	<hr/>
6000 · Administrative Overheads	
6102 · Accounting	2,677.00
6115 · Bank Service Charges	161.60
6120 · Dues & Subscriptions	480.00
6135 · Legal	1,746.20
6140 · Office Supplies & Postage	794.24
6150 · Rate Assistance	503.12
6155 · Rent	820.66
6160 · Training	0.02
	<hr/>
<b>Total 6000 · Administrative Overheads</b>	7,182.84
	<hr/>
6500 · Operating Expenses	



Avila Beach Community Services District  
Profit & Loss  
May 2017

	<u>May 17</u>
6503 · Chemicals	5,176.68
6505 · Contract Labor	33,884.30
6510 · Critical Spare Parts	1,620.59
6518 · Equipment Expense	211.17
6520 · Equipment Repair & Maint.	
6522 · Equip. Rep. & Maint-Avila & HD	1,993.36
6524 · Equip. Rep. & Maint. Avila Only	109.00
6520 · Equipment Repair & Maint. - Other	<u>7,827.46</u>
Total 6520 · Equipment Repair & Maint.	9,929.82
6535 · Insurance	1,235.46
6540 · Lab Tests	11,143.80
6555 · Permits & Fees	2,034.00
6580 · Solids Handling	3,793.50
6585 · Telephone / Internet	570.80
6590 · Utilities	<u>3,903.52</u>
Total 6500 · Operating Expenses	<u>73,503.64</u>
Total Expense	<u>84,314.47</u>
Net Ordinary Income	2,402.12
Other Income/Expense	
Other Expense	
8200 · Non-Operating Expenses	
8230 · Capital Purchases in Prog Sani	
8231 · WW-1 WWTP Upgrade	12,457.50
8232 · WW-2 Effluent Line Repair HD	51,145.50
8237 · WW-7 Misc. Wastewater Projects	<u>8,761.80</u>
Total 8230 · Capital Purchases in Prog Sani	72,364.80
8270 · Capital Purchases in Prog Water	
8272 · W-2 Water System Valve/ Meter	1,162.25
8273 · W-3 Misc Water Line Replacement	<u>2,830.00</u>
Total 8270 · Capital Purchases in Prog Water	<u>3,992.25</u>
Total 8200 · Non-Operating Expenses	<u>76,357.05</u>
Total Other Expense	<u>76,357.05</u>
Net Other Income	<u>-76,357.05</u>
Net Income	<u><u>-73,954.93</u></u>



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

	<u>May 31, 17</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Cash Summary	
1005 · Customer Cash	502.70
1008 · Petty Cash	153.52
1010 · Heritage Oaks General Checking	617,946.57
1025 · Pooled Cash	2,671,663.57
1030 · B of A - Payroll	9,772.60
1050 · LAIF	2,234,087.62
1099 · Cash Balance	-2,671,663.57
<b>Total 1000 · Cash Summary</b>	<u>2,862,463.01</u>
<b>Total Checking/Savings</b>	2,862,463.01
<b>Accounts Receivable</b>	
1200 · *Accounts Receivable	146,629.39
<b>Total Accounts Receivable</b>	<u>146,629.39</u>
<b>Other Current Assets</b>	
1250 · Receivables	
1255 · Interest Receivable	3,019.76
1270 · Taxes Receivable	8,787.45
1280 · Water & Sewer Billings	100,357.96
<b>Total 1250 · Receivables</b>	<u>112,165.17</u>
1400 · Prepaid Summary	
1410 · Prepaid Insurance	1,235.34
<b>Total 1400 · Prepaid Summary</b>	<u>1,235.34</u>
<b>Total Other Current Assets</b>	<u>113,400.51</u>
<b>Total Current Assets</b>	3,122,492.91
<b>Fixed Assets</b>	
1600 · Fixed Assets & Acc. Depr.	
1605 · Office Equipment	
1606 · Copier Samsung 2012	8,233.58
1609 · Office Equipment Accum Depr	-6,861.31
<b>Total 1605 · Office Equipment</b>	<u>1,372.27</u>
1610 · Fixed Asset -Office & Admin.	
1612 · Office Furniture cost	4,526.21
1614 · Office Furniture Accum Dep.	-4,526.21

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

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

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

	<u>May 31, 17</u>
Total 1680 · Structures - Fixed Asset	0.00
1690 · Construction in Progress	17,812.74
Total 1600 · Fixed Assets & Acc. Depr.	3,661,403.37
Total Fixed Assets	3,661,403.37
Other Assets	
1800 · Deferred Outflows of Resources	7,850.00
Total Other Assets	7,850.00
<b>TOTAL ASSETS</b>	<b><u>6,791,746.28</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 · Accounts Payable	78,340.71
Total Accounts Payable	78,340.71
Other Current Liabilities	
2200 · Payroll Liabilities	
2260 · Vacation Payable	1,236.90
2262 · Sick Pay Accrued	2,194.50
2201 · Accrued Payroll	-1,834.49
2240 · Health Insurance	
2241 · Employee	0.01
Total 2240 · Health Insurance	0.01
2250 · PERS Liability	311.22
Total 2200 · Payroll Liabilities	1,908.14
2300 · Deposits Held	
2303 · Water Deposits Held	7,680.00
2304 · Fire Station Deposit	2,000.00
2305 · Capacity Fees Held	252,907.16
Total 2300 · Deposits Held	262,587.16
Total Other Current Liabilities	264,495.30
Total Current Liabilities	342,836.01
Long Term Liabilities	
2400 · Net Pension Liability	115,049.00
2500 · Deferred Inflows of Resources	15,115.00

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

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	<b>May 31, 17</b>
Total Long Term Liabilities	130,164.00
<b>Total Liabilities</b>	473,000.01
<b>Equity</b>	
3900 · Retained Earnings	6,141,126.38
Net Income	177,619.89
<b>Total Equity</b>	6,318,746.27
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>6,791,746.28</b>



**Avila Beach Community Services District**  
**Deposits by Fund**  
 May 2017

06/02/17

Type	Date	Memo	Split	Amount	Balance
<b>General / Admin</b>					
Deposit	05/08/2017	TCF APR 17 ME: IMP # 1 - SEC F: Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-907.63	-907.63
Deposit	05/10/2017	Rental Income	1010 · Heritage Oaks Gene...	-3,260.00	-4,167.63
Deposit	05/12/2017	from Cash acct	1010 · Heritage Oaks Gene...	-627.29	-4,794.92
Deposit	05/15/2017	EDD refund 6/30/16 filing pd	1010 · Heritage Oaks Gene...	-20.13	-4,815.05
Total General / Admin				-4,815.05	-4,815.05
<b>Lights</b>					
Deposit	05/08/2017	TCF APR 17 ME: IMP # 1 - SEC F: Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-64.83	-64.83
Total Lights				-64.83	-64.83
<b>Sanitary</b>					
Deposit	05/01/2017	Sani Rec	1005 · Customer Cash	-168.45	-168.45
Deposit	05/01/2017	Rate Assistance	1005 · Customer Cash	16.55	-151.90
Deposit	05/01/2017	1/2 Other 1	1005 · Customer Cash	0.00	-151.90
Deposit	05/01/2017	1/2 Other 2	1005 · Customer Cash	0.00	-151.90
Deposit	05/02/2017	Sani Rec	1010 · Heritage Oaks Gene...	-725.66	-877.56
Deposit	05/02/2017	Rate Assistance	1010 · Heritage Oaks Gene...	0.00	-877.56
Deposit	05/02/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-877.56
Deposit	05/02/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-877.56
Deposit	05/03/2017	Sani Rec	1010 · Heritage Oaks Gene...	-110.35	-987.91
Deposit	05/03/2017	Rate Assistance	1010 · Heritage Oaks Gene...	-2,035.16	-3,023.07
Deposit	05/03/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	41.37	-2,981.70
Deposit	05/03/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-2,981.70
Deposit	05/03/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	140.73	-2,840.97
Deposit	05/04/2017	Sani Rec	1010 · Heritage Oaks Gene...	-729.95	-3,570.92
Deposit	05/04/2017	Rate Assistance	1010 · Heritage Oaks Gene...	24.82	-3,546.10
Deposit	05/04/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-3,546.10
Deposit	05/04/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-3,546.10
Deposit	05/08/2017	TCF APR 17 ME: Waste	1010 · Heritage Oaks Gene...	-1,323.03	-4,869.13
Deposit	05/09/2017	Sani Rec	1010 · Heritage Oaks Gene...	-8,737.34	-13,606.47
Deposit	05/09/2017	Rate Assistance	1010 · Heritage Oaks Gene...	33.10	-13,573.37
Deposit	05/09/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-13,573.37
Deposit	05/09/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-55.17	-13,628.54
Deposit	05/10/2017	Sani Rec	1010 · Heritage Oaks Gene...	-3,318.56	-16,947.10
Deposit	05/10/2017	Rate Assistance	1010 · Heritage Oaks Gene...	8.27	-16,938.83
Deposit	05/10/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-16,938.83
Deposit	05/10/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	104.83	-16,834.00
Deposit	05/11/2017	Sani Rec	1010 · Heritage Oaks Gene...	-9,396.51	-26,230.51
Deposit	05/11/2017	Rate Assistance	1010 · Heritage Oaks Gene...	16.55	-26,213.96
Deposit	05/11/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-26,213.96

Avila Beach Community Services District  
 Deposits by Fund  
 May 2017

06/02/17

Type	Date	Memo	Split	Amount	Balance
Deposit	05/11/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	82.17	-26,131.79
Deposit	05/11/2017	000162 Community Park Restroom 3/28 - 4/27/17	1010 · Heritage Oaks Gene...	-726.24	-26,858.03
Deposit	05/12/2017	Sani Rec	1005 · Customer Cash	-247.46	-27,105.49
Deposit	05/12/2017	Rate Assistance	1005 · Customer Cash	36.41	-27,069.08
Deposit	05/12/2017	1/2 Other 1	1005 · Customer Cash	0.00	-27,069.08
Deposit	05/12/2017	1/2 Other 2	1005 · Customer Cash	2.53	-27,066.55
Deposit	05/15/2017	Sani Rec	1010 · Heritage Oaks Gene...	-6,768.89	-33,835.44
Deposit	05/15/2017	Rate Assistance	1010 · Heritage Oaks Gene...	33.10	-33,802.34
Deposit	05/15/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-33,802.34
Deposit	05/15/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-17.24	-33,819.58
Deposit	05/15/2017	County of SLO Restrooms \$ 2,037.88 5/11/17 booked separately	1010 · Heritage Oaks Gene...	726.24	-33,093.34
Deposit	05/16/2017	Sani Rec	1010 · Heritage Oaks Gene...	-1,014.91	-34,108.25
Deposit	05/16/2017	Rate Assistance	1010 · Heritage Oaks Gene...	0.00	-34,108.25
Deposit	05/16/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-34,108.25
Deposit	05/16/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-55.17	-34,163.42
Deposit	05/19/2017	Sani Rec	1010 · Heritage Oaks Gene...	-3,591.97	-37,755.39
Deposit	05/19/2017	Rate Assistance	1010 · Heritage Oaks Gene...	16.55	-37,738.84
Deposit	05/19/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	248.17	-37,490.67
Deposit	05/19/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-44.96	-37,535.63
Deposit	05/22/2017	Sani Rec	1005 · Customer Cash	-112.30	-37,647.93
Deposit	05/22/2017	Rate Assistance	1005 · Customer Cash	8.27	-37,639.66
Deposit	05/22/2017	1/2 Other 1	1005 · Customer Cash	-0.30	-37,639.96
Deposit	05/22/2017	1/2 Other 2	1005 · Customer Cash	0.00	-37,639.96
Deposit	05/23/2017	Sani Rec	1010 · Heritage Oaks Gene...	-940.36	-38,580.32
Deposit	05/23/2017	Rate Assistance	1010 · Heritage Oaks Gene...	24.82	-38,555.50
Deposit	05/23/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-38,555.50
Deposit	05/23/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-38,555.50
Deposit	05/24/2017	Sani Rec	1010 · Heritage Oaks Gene...	-2,342.64	-40,898.14
Deposit	05/24/2017	Rate Assistance	1010 · Heritage Oaks Gene...	16.55	-40,881.59
Deposit	05/24/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-40,881.59
Deposit	05/24/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-130.91	-41,012.50
Deposit	05/25/2017	Sani Rec	1010 · Heritage Oaks Gene...	-228.50	-41,241.00
Deposit	05/25/2017	Rate Assistance	1010 · Heritage Oaks Gene...	0.00	-41,241.00
Deposit	05/25/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-41,241.00
Deposit	05/25/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-49.65	-41,290.65
Deposit	05/31/2017	Sani Rec	1010 · Heritage Oaks Gene...	-908.43	-42,199.08
Deposit	05/31/2017	Rate Assistance	1010 · Heritage Oaks Gene...	8.27	-42,190.81
Deposit	05/31/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-42,190.81
Deposit	05/31/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-33.00	-42,223.81
Total Sanitary					-42,223.81



**Avila Beach Community Services District**  
**Deposits by Fund**  
 May 2017

06/02/17

Type	Date	Memo	Split	Amount	Balance
<b>Solid Waste</b>					
Deposit	05/16/2017	4/17 April 2017 Waste Connections Franchise Fee SW	1010 · Heritage Oaks Gene...	-959.38	-959.38
Total Solid Waste					
<b>Water</b>					
Deposit	05/01/2017	Water Rec	1005 · Customer Cash	-75.00	-75.00
Deposit	05/01/2017	Rate Assistance	1005 · Customer Cash	16.55	-58.45
Deposit	05/01/2017	1/2 Other 1	1005 · Customer Cash	0.00	-58.45
Deposit	05/01/2017	1/2 Other 2	1005 · Customer Cash	0.00	-58.45
Deposit	05/02/2017	Water Rec	1010 · Heritage Oaks Gene...	-466.12	-524.57
Deposit	05/02/2017	Rate Assistance	1010 · Heritage Oaks Gene...	0.00	-524.57
Deposit	05/02/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-524.57
Deposit	05/02/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-110.35	-634.92
Deposit	05/03/2017	Water Rec	1010 · Heritage Oaks Gene...	-2,023.12	-2,658.04
Deposit	05/03/2017	Rate Assistance	1010 · Heritage Oaks Gene...	41.38	-2,616.66
Deposit	05/03/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-2,616.66
Deposit	05/03/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	140.73	-2,475.93
Deposit	05/04/2017	Water Rec	1010 · Heritage Oaks Gene...	-704.60	-3,180.53
Deposit	05/04/2017	Rate Assistance	1010 · Heritage Oaks Gene...	24.83	-3,155.70
Deposit	05/04/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-3,155.70
Deposit	05/04/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-3,155.70
Deposit	05/08/2017	TCF APR 17 ME: IMP # 1 - SEC F: Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Gene...	-324.16	-3,479.86
Deposit	05/09/2017	Water Rec	1010 · Heritage Oaks Gene...	-6,609.05	-10,088.91
Deposit	05/09/2017	Rate Assistance	1010 · Heritage Oaks Gene...	33.10	-10,055.81
Deposit	05/09/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-10,055.81
Deposit	05/09/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-55.18	-10,110.99
Deposit	05/10/2017	Water Rec	1010 · Heritage Oaks Gene...	-3,100.24	-13,211.23
Deposit	05/10/2017	Rate Assistance	1010 · Heritage Oaks Gene...	8.28	-13,202.95
Deposit	05/10/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-13,202.95
Deposit	05/10/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	104.83	-13,098.12
Deposit	05/11/2017	Water Rec	1010 · Heritage Oaks Gene...	-9,344.08	-22,442.20
Deposit	05/11/2017	Rate Assistance	1010 · Heritage Oaks Gene...	16.55	-22,425.65
Deposit	05/11/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-22,425.65
Deposit	05/11/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	82.17	-22,343.48
Deposit	05/11/2017	001483 Front St 3/28 - 4/27/17	1010 · Heritage Oaks Gene...	-54.20	-22,397.68
Deposit	05/11/2017	001622 San Juan Park Irrigation	1010 · Heritage Oaks Gene...	-737.12	-23,134.80
Deposit	05/11/2017	000162 Community Park Restroom 3/28 - 4/27/17	1010 · Heritage Oaks Gene...	-520.32	-23,655.12
Deposit	05/12/2017	Water Rec	1005 · Customer Cash	-230.48	-23,885.60
Deposit	05/12/2017	Rate Assistance	1005 · Customer Cash	36.41	-23,849.19
Deposit	05/12/2017	1/2 Other 1	1005 · Customer Cash	0.00	-23,849.19
Deposit	05/12/2017	1/2 Other 2	1005 · Customer Cash	2.53	-23,846.66



Avila Beach Community Services District  
 Deposits by Fund  
 May 2017

06/02/17

Type	Date	Memo	Split	Amount	Balance
Deposit	05/15/2017	Water Rec	1010 · Heritage Oaks Gene...	-7,163.62	-31,010.28
Deposit	05/15/2017	Rate Assistance	1010 · Heritage Oaks Gene...	33.10	-30,977.18
Deposit	05/15/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-30,977.18
Deposit	05/15/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-17.25	-30,994.43
Deposit	05/15/2017	County of SLO Restrooms \$ 2,037.88 5/11/17 booked separately	1010 · Heritage Oaks Gene...	54.20	-30,940.23
Deposit	05/15/2017	County of SLO Restrooms \$ 2,037.88 5/11/17 booked separately	1010 · Heritage Oaks Gene...	737.12	-30,203.11
Deposit	05/15/2017	County of SLO Restrooms \$ 2,037.88 5/11/17 booked separately	1010 · Heritage Oaks Gene...	520.32	-29,682.79
Deposit	05/16/2017	Water Rec	1010 · Heritage Oaks Gene...	-2,152.88	-31,835.67
Deposit	05/16/2017	Rate Assistance	1010 · Heritage Oaks Gene...	0.00	-31,835.67
Deposit	05/16/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-31,835.67
Deposit	05/16/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-55.18	-31,890.85
Deposit	05/18/2017	Lisa Chenoweth 336 Ravens Cliff C # 445 Kleinsmith Pty	1010 · Heritage Oaks Gene...	-100.00	-31,990.85
Deposit	05/19/2017	Water Rec	1010 · Heritage Oaks Gene...	-4,257.99	-36,248.84
Deposit	05/19/2017	Rate Assistance	1010 · Heritage Oaks Gene...	16.55	-36,232.29
Deposit	05/19/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	248.18	-35,984.11
Deposit	05/19/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-44.96	-36,029.07
Deposit	05/22/2017	Water Rec	1005 · Customer Cash	-196.00	-36,225.07
Deposit	05/22/2017	Rate Assistance	1005 · Customer Cash	8.28	-36,216.79
Deposit	05/22/2017	1/2 Other 1	1005 · Customer Cash	-0.30	-36,217.09
Deposit	05/22/2017	1/2 Other 2	1005 · Customer Cash	0.00	-36,217.09
Deposit	05/23/2017	Water Rec	1010 · Heritage Oaks Gene...	-924.04	-37,141.13
Deposit	05/23/2017	Rate Assistance	1010 · Heritage Oaks Gene...	24.83	-37,116.30
Deposit	05/23/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-37,116.30
Deposit	05/23/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	0.00	-37,116.30
Deposit	05/24/2017	Water Rec	1010 · Heritage Oaks Gene...	-1,865.55	-38,981.85
Deposit	05/24/2017	Rate Assistance	1010 · Heritage Oaks Gene...	16.55	-38,965.30
Deposit	05/24/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-38,965.30
Deposit	05/24/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-130.91	-39,096.21
Deposit	05/25/2017	Water Rec	1010 · Heritage Oaks Gene...	-527.40	-39,623.61
Deposit	05/25/2017	Rate Assistance	1010 · Heritage Oaks Gene...	0.00	-39,623.61
Deposit	05/25/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-39,623.61
Deposit	05/25/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-49.66	-39,673.27
Deposit	05/31/2017	Water Rec	1010 · Heritage Oaks Gene...	-642.57	-40,315.84
Deposit	05/31/2017	Rate Assistance	1010 · Heritage Oaks Gene...	8.28	-40,307.56
Deposit	05/31/2017	1/2 Other 1	1010 · Heritage Oaks Gene...	0.00	-40,307.56
Deposit	05/31/2017	1/2 Other 2	1010 · Heritage Oaks Gene...	-33.00	-40,340.56
Total Water				-40,340.56	-40,340.56
<b>TOTAL</b>				<b>-88,403.63</b>	<b>-88,403.63</b>

Avila Beach Community Services District  
Checks by Fund w/Accounts

May 2017

Type	Date	Num	Name	Memo	Account	Amount	Balance
<b>General / Admin</b>							
Check	05/02/2017		U.S. Postal Service	stamped envelopes	6140 - Office Supplies & Postage	601.75	601.75
Check	05/03/2017		TIB Card Service	TIB CARD SERVICE / MRCH BILL	6115 - Bank Service Charges	161.60	763.35
Check	05/05/2017	1185	Fedak & Brown, LLP	April Services 2017 Trail Balances	6102 - Accounting	2,677.00	3,440.35
Check	05/05/2017	1188	Hagemann & Associates	Inv. 84 April 16 - 29, 2017	6505 - Contract Labor	5,500.00	8,940.35
Check	05/05/2017	1191	Avila Beach Civic Association	May 2017 Rent	6155 - Rent	820.66	9,761.01
Check	05/05/2017	1197	Nikki Engle Bookkeeping & Teaching	Inv. 1563 4/25/17	6505 - Contract Labor	220.00	9,981.01
Check	05/05/2017	1197	Nikki Engle Bookkeeping & Teaching	Inv. 1568 5/2/17	6505 - Contract Labor	220.00	10,201.01
Check	05/08/2017		Adobe.com		6140 - Office Supplies & Postage	14.99	10,216.00
Check	05/10/2017	1199	U.S. Postal Service	stamps	6140 - Office Supplies & Postage	49.00	10,265.00
Check	05/10/2017	1200	Avila Beach Civic Association	Jan - Mar 2017 Quarterly Utilities	6590 - Utilities	363.40	10,628.40
Check	05/10/2017	1200	Maria Angeles Marquez	Office Cleaning 5/8/17	6505 - Contract Labor	40.00	10,668.40
Check	05/10/2017	1201	Public Employees Retirement System	ID: 1674878206 April Kristi Dibbern	2250 - PERS Liability	309.12	10,977.52
Check	05/10/2017	1202	Hagemann & Associates	Inv. 85 April 30 - May 13, 2017	6505 - Contract Labor	4,400.00	15,377.52
Check	05/10/2017	1201	Public Employees Retirement System	ID: 1674878206 April Kristi Dibbern	5256 - PERS Co Pd Kristi	9.55	15,387.07
Check	05/10/2017		Cal Tec Computers	Inv. 7204 3/9/17	6524 - Equip. Rep. & Maint. Avila...	40.00	15,427.07
Check	05/10/2017		Cal Tec Computers	Inv. 7204 3/9/17	6524 - Equip. Rep. & Maint. Avila...	29.00	15,456.07
Check	05/10/2017		California Rural Water Association	Membership Dues May 2017 May 2018	6120 - Dues & Subscriptions	480.00	15,936.07
Check	05/12/2017	1207	Shipsey & Seitz	Meeting & Prep	6135 - Legal	135.00	16,111.07
Check	05/15/2017	1211	Shipsey & Seitz	Law Library	6135 - Legal	80.00	16,191.07
Check	05/15/2017	1211	Shipsey & Seitz	Board Vacancy - Response to Emails	6135 - Legal	897.60	17,088.67
Check	05/15/2017	1211	Shipsey & Seitz	Valve Replacement Project Questions	6135 - Legal	633.60	17,722.27
Check	05/15/2017	1211	Shipsey & Seitz	Acct #. 8245100980033571	6585 - Telephone / Internet	189.95	17,912.22
Check	05/15/2017		Charter	Statement 5/15/17	6140 - Office Supplies & Postage	116.32	18,028.54
Check	05/23/2017	1212	Staples	Inv. 1577 5/16/17	6505 - Contract Labor	247.50	18,276.04
Check	05/23/2017	1214	Nikki Engle Bookkeeping & Teaching	June Rent 2017	6590 - Utilities	820.66	19,096.70
Check	05/23/2017	1215	Avila Beach Civic Association	Inv. 86 May 14 - May 27th, 2017	6505 - Contract Labor	5,500.00	24,596.70
Check	05/23/2017	1217	Hagemann & Associates	CCRs	6140 - Office Supplies & Postage	0.84	24,597.54
Check	05/30/2017		U.S. Postal Service	CCRs customer mailing	6140 - Office Supplies & Postage	11.34	24,608.88
Check	05/30/2017		Avila Beach Community Service District	test TransX customer cc payments system	6160 - Training	0.01	24,608.89
Check	05/30/2017		Avila Beach Community Service District	test TransX customer cc payments system	6160 - Training	0.01	24,608.90
Total General / Admin						24,608.90	24,608.90
<b>Lights</b>							
Check	05/04/2017		PG&E	Town Lights acct # 0690976984-3	6590 - Utilities	471.00	471.00
Check	05/04/2017		PG&E	Colony Lights acct # 5992155362-0	6590 - Utilities	91.24	562.24
Check	05/22/2017		PG&E	Front St. Lights acct# 5796765606-7	6590 - Utilities	374.61	936.85
Total Lights						936.85	936.85
<b>Sanitary</b>							
Check	05/05/2017	1184	Key Solutions	Replace locks at WWTP	6522 - Equip. Rep. & Maint-Avila...	493.56	493.56
Check	05/05/2017	1187	South County Sanitary Service	2 Yd Dumpster	6590 - Utilities	117.84	611.40
Check	05/05/2017	1190	Miners Ace Hardware	WWTP Supplies	6522 - Equip. Rep. & Maint-Avila...	120.53	731.93
Check	05/05/2017	1194	Brenntag Pacific, Inc.	Inv. BPI 2769039	6503 - Chemicals	1,066.25	1,798.18
Check	05/05/2017	1195	Abalone Coast Analytical, Inc.	Statement 5.3.17 Annual Testing	6540 - Lab Tests	11,143.80	12,941.98
Check	05/05/2017	1196	Speed's, Inc.	Inv. 56462 Solid Waste Hauling 4/13/17	6580 - Solids Handling	1,255.00	14,196.98
Check	05/05/2017	1198	Multi. W Systems	4V50M4 - 23 Submersible Pump	8237 - WW-7 Misc. Wastewater...	4,007.80	18,204.78
Check	05/05/2017	1198	Multi. W Systems	4V20M6 23 Submersible Pump	8237 - WW-7 Misc. Wastewater...	4,123.80	22,328.58
Check	05/05/2017	1198	Multi. W Systems	Sales Tax	8237 - WW-7 Misc. Wastewater...	630.20	22,958.78
Check	05/10/2017	1203	Brenntag Pacific, Inc.	Inv. BPI 2778194	6503 - Chemicals	957.83	23,916.61



Avila Beach Community Services District  
Checks by Fund w/Accounts

May 2017

Type	Date	Num	Name	Memo	Account	Amount	Balance
Check	05/10/2017	1205	Speed's, Inc.	Inv. 56462 Solid Waste Hauling 4/13/17	6580 · Solids Handling	1,302.50	25,219.11
Check	05/12/2017	1206	Water Systems Consulting, Inc.	WW-1 Recycled Water Facility Plan Inv. 2525	8231 · WW-1 WWTP Upgrade	12,457.50	37,676.61
Check	05/15/2017	1208	Fluid Resource Management, Inc.	WW Ops - April 2017 Inv. F15770	6505 · Contract Labor	12,400.80	50,077.41
Check	05/15/2017	1208	Fluid Resource Management, Inc.	Install Temp. Storm Drain pump @ WWTP W153...	6522 · Equip. Rep. & Maint-Avil...	864.45	50,941.86
Check	05/15/2017	1208	Fluid Resource Management, Inc.	Avila Controls Work W15511 Influent Wet Well	6520 · Equipment Repair & Maint.	5,926.48	56,868.34
Check	05/15/2017	1208	Fluid Resource Management, Inc.	Porch Light at WWTP W15631	6522 · Equip. Rep. & Maint-Avil...	514.82	57,383.16
Check	05/15/2017	1209	Fluid Resource Management, Inc.	Road Plate Rental WWTP W13914	8232 · WW-2 Effluent Line Rep...	11,145.50	68,528.66
Check	05/15/2017	1209	Fluid Resource Management, Inc.	Effluent Line Repair W15253-3	8232 · WW-2 Effluent Line Rep...	40,000.00	108,528.66
Check	05/15/2017	1210	CCH Pool	Chlorine Tablets Inv. 2017-1245	6518 · Equipment Expense	211.17	108,739.83
Check	05/16/2017		AT&T	acct # x 0885 internet	6585 · Telephone / Internet	115.73	108,855.56
Check	05/22/2017		PG&E	Waste Water Plant acct # 6380034236-0 3rd & ...	6590 · Utilities	1,507.80	110,363.36
Check	05/22/2017		PG&E	Lift Station acct# 6338432238-2	6590 · Utilities	53.45	110,416.81
Check	05/23/2017	1213	Speed's, Inc.	Inv. 56649 Solid Waste Hauling 5/16/17	6580 · Solids Handling	1,236.00	111,652.81
Check	05/23/2017	1216	Brenntag Pacific, Inc.	Inv. BPI 2769037	6503 · Chemicals	1,271.94	112,924.75
Check	05/23/2017	1216	Brenntag Pacific, Inc.	Inv. BPI 2769038	6503 · Chemicals	945.28	113,870.03
Check	05/23/2017	1216	Brenntag Pacific, Inc.	Inv. BPI 2778195	6503 · Chemicals	935.38	114,805.41
Check	05/30/2017		AT&T	acct # 805 595-7619 618 0	6585 · Telephone / Internet	114.51	114,919.92
Check	05/30/2017		AT&T	acct # 805 595-9416 904 5	6585 · Telephone / Internet	150.61	115,070.53
Total Sanitary							115,070.53
<b>Water</b>							
Check	05/05/2017	1189	SWRCB-FEES	SM- 10110646 Drinking Water Fees Program	6555 · Permits & Fees	2,034.00	2,034.00
Check	05/05/2017	1192	Ferguson Enterprises	Valves Inv. # 4562070	6510 · Critical Spare Parts	1,541.62	3,575.62
Check	05/05/2017	1193	Ferguson Enterprises	Inv. 4405168 Repair Kit	6510 · Critical Spare Parts	78.97	3,654.59
Check	05/10/2017	1204	Michael Nunley & Assoc.	C.I.P. Water Valve Replacement Inv. 3311	8272 · W-2 Water System Valve/...	1,162.25	4,816.84
Check	05/12/2017	1206	Water Systems Consulting, Inc.	W-3 Water Resources Analysis Inv. 2521	8273 · W-3 Misc Water Line Re...	2,830.00	7,646.84
Check	05/15/2017	1208	Fluid Resource Management, Inc.	W - Ops April 2017 Inv. F15770	6505 · Contract Labor	5,356.00	13,002.84
Check	05/15/2017	1208	Fluid Resource Management, Inc.	Tank Flex Joint Replacement Drain Pump W15381	6520 · Equipment Repair & Maint.	805.60	13,808.44
Check	05/15/2017	1208	Fluid Resource Management, Inc.	Tank Site Cathodic Protection W15438	6520 · Equipment Repair & Maint.	448.10	14,256.54
Check	05/15/2017	1208	Fluid Resource Management, Inc.	Water Meter Replacement W15686	6520 · Equipment Repair & Maint.	318.10	14,574.64
Check	05/15/2017	1208	Fluid Resource Management, Inc.	Water Leak on San Luis St. W15755	6520 · Equipment Repair & Maint.	329.18	14,903.82
Check	05/24/2017		PG&E	Water Tank acct # 4807713956-5	6590 · Utilities	103.52	15,007.34
Total Water							15,007.34
<b>TOTAL</b>							<b>155,623.62</b>



## Profit &amp; Loss

January through May 2017

	Jan 17	Feb 17	Mar 17	Apr 17	May 17	TOTAL
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
4000 · Income Summary						
4010 · Operating Revenue	63,105.40	67,339.79	65,375.33	78,823.12	77,839.68	352,483.32
4012 · Solid Waste Franchise Fee	1,085.74	1,632.06	793.52	1,724.34	959.38	6,195.04
4020 · Contract Services-Ambulance	0.00	0.00	971.53	0.00	0.00	971.53
4030 · County Taxes	21,356.57	12,880.16	15,282.78	182,491.76	4,657.53	236,668.80
4050 · Harbor Charges						
4052 · Front Street Lighting	0.00	0.00	294.55	0.00	0.00	294.55
4053 · WWTP O&M	0.00	0.00	20,861.00	0.00	0.00	20,861.00
<b>Total 4050 · Harbor Charges</b>	<b>0.00</b>	<b>0.00</b>	<b>21,155.55</b>	<b>0.00</b>	<b>0.00</b>	<b>21,155.55</b>
4090 · Rental Income	3,260.00	3,260.00	3,260.00	3,260.00	3,260.00	16,300.00
4100 · Misc Income	0.00	0.00	108.50	0.00	0.00	108.50
4600 · Interest Income	3,791.67	0.00	0.00	4,265.96	0.00	8,057.63
<b>Total 4000 · Income Summary</b>	<b>92,599.38</b>	<b>85,112.01</b>	<b>106,947.21</b>	<b>270,565.18</b>	<b>86,716.59</b>	<b>641,940.37</b>
<b>Total Income</b>	<b>92,599.38</b>	<b>85,112.01</b>	<b>106,947.21</b>	<b>270,565.18</b>	<b>86,716.59</b>	<b>641,940.37</b>
<b>Gross Profit</b>	<b>92,599.38</b>	<b>85,112.01</b>	<b>106,947.21</b>	<b>270,565.18</b>	<b>86,716.59</b>	<b>641,940.37</b>
<b>Expense</b>						
5100 · Merchant Credit Card Fees TIB	158.09	0.00	106.78	157.99	0.00	422.86
5200 · Payroll Expenses						
5210 · Gross Wages						
5211 · Regular Pay	3,779.03	2,245.23	2,650.92	2,473.08	2,489.76	13,638.02
5012 · Holiday Pay	389.02	133.38	0.00	0.00	133.38	655.78
5014 · Sick Pay	0.00	0.00	177.84	0.00	111.15	288.99
5016 · Vacation Pay	733.59	0.00	0.00	0.00	0.00	733.59
5218 · Other	300.00	0.00	0.00	0.00	0.00	300.00
<b>Total 5210 · Gross Wages</b>	<b>5,201.64</b>	<b>2,378.61</b>	<b>2,828.76</b>	<b>2,473.08</b>	<b>2,734.29</b>	<b>15,616.38</b>
5230 · Payroll Taxes	189.34	65.57	49.72	44.56	28.22	377.41
5240 · Health & Medical Exp.						
5242 · Health Ins / Other	600.00	600.00	600.00	600.00	600.00	3,000.00
<b>Total 5240 · Health &amp; Medical Exp.</b>	<b>600.00</b>	<b>600.00</b>	<b>600.00</b>	<b>600.00</b>	<b>600.00</b>	<b>3,000.00</b>
5250 · PERS Company Pd Expense						
5256 · PERS Co Pd Kristi	341.91	185.69	191.61	187.42	165.16	1,071.79
<b>Total 5250 · PERS Company Pd Expense</b>	<b>341.91</b>	<b>185.69</b>	<b>191.61</b>	<b>187.42</b>	<b>165.16</b>	<b>1,071.79</b>
5280 · Payroll Administration & Misc.	235.48	100.32	112.32	100.32	100.32	648.76
<b>Total 5200 · Payroll Expenses</b>	<b>6,568.37</b>	<b>3,330.19</b>	<b>3,782.41</b>	<b>3,405.38</b>	<b>3,627.99</b>	<b>20,714.34</b>
6000 · Administrative Overheads						
6102 · Accounting	756.25	1,205.00	0.00	0.00	2,677.00	4,638.25
6115 · Bank Service Charges	25.19	145.32	25.74	25.46	161.60	383.31
6120 · Dues & Subscriptions	0.00	0.00	0.00	0.00	480.00	480.00
6135 · Legal	605.00	393.00	396.80	1,063.20	1,746.20	4,204.20
6140 · Office Supplies & Postage	906.97	616.29	1,164.56	362.08	794.24	3,844.14
6145 · Public Notices	0.00	0.00	505.77	0.00	0.00	505.77
6150 · Rate Assistance	488.81	526.29	496.50	519.67	503.12	2,534.39
6155 · Rent	0.00	820.66	820.66	820.66	820.66	3,282.64
6160 · Training	553.93	-423.93	10.00	630.41	0.02	770.43
6170 · Website	0.00	0.00	376.70	200.00	0.00	576.70
<b>Total 6000 · Administrative Overheads</b>	<b>3,336.15</b>	<b>3,282.63</b>	<b>3,796.73</b>	<b>3,621.48</b>	<b>7,182.84</b>	<b>21,219.83</b>
6500 · Operating Expenses						
6503 · Chemicals	6,531.06	3,759.51	5,519.40	3,171.77	5,176.68	24,158.42
6505 · Contract Labor	196,019.52	50,403.60	24,704.30	29,334.30	33,884.30	334,346.02
6510 · Critical Spare Parts	0.00	0.00	1,539.41	0.00	1,620.59	3,160.00
6518 · Equipment Expense	0.00	179.27	0.00	0.00	211.17	390.44
6520 · Equipment Repair & Maint.						
6522 · Equip. Rep. & Maint-Avila & HD	1,378.28	13,927.04	6,262.56	3,503.31	1,993.36	27,064.55
6524 · Equip. Rep. & Maint. Avila Only	0.00	5,613.99	1,896.89	-236.49	109.00	7,383.39
6520 · Equipment Repair & Maint. - Other	646.36	240.67	0.00	519.86	7,827.46	9,234.35
<b>Total 6520 · Equipment Repair &amp; Maint.</b>	<b>2,024.64</b>	<b>19,781.70</b>	<b>8,159.45</b>	<b>3,786.68</b>	<b>9,929.82</b>	<b>43,682.29</b>
6525 · Fat Oil & Grease (FOG)	0.00	0.00	1,843.46	712.14	0.00	2,555.60
6530 · Generator Maintenance	0.00	0.00	0.00	596.10	0.00	596.10
6535 · Insurance	1,235.46	1,235.46	1,235.46	1,235.46	1,235.46	6,177.30
6540 · Lab Tests	5,649.80	3,223.50	2,715.50	3,143.00	11,143.80	25,875.60
6542 · Maintenance	0.00	0.00	0.00	1,840.72	0.00	1,840.72
6550 · Operating Supplies	0.00	19.38	0.00	316.58	0.00	335.96
6555 · Permits & Fees	50.00	0.00	0.00	0.00	2,034.00	2,084.00
6565 · Regulatory Compliance	69.90	0.00	720.30	1,350.00	0.00	2,140.20

**Profit & Loss**

January through May 2017

	Jan 17	Feb 17	Mar 17	Apr 17	May 17	TOTAL
6575 · Small Tools	0.00	0.00	154.26	1,324.46	0.00	1,478.72
6580 · Solids Handling	1,196.50	1,236.00	3,881.00	1,247.50	3,793.50	11,354.50
6585 · Telephone / Internet	519.49	320.01	591.44	433.26	570.80	2,435.00
6590 · Utilities	3,366.31	2,483.16	2,848.95	2,610.84	3,903.52	15,212.78
<b>Total 6500 · Operating Expenses</b>	<b>216,662.68</b>	<b>82,641.59</b>	<b>53,912.93</b>	<b>51,102.81</b>	<b>73,503.64</b>	<b>477,823.65</b>
6800 · Water						
6805 · State Water	51,913.40	0.00	37,428.60	0.00	0.00	89,342.00
<b>Total 6800 · Water</b>	<b>51,913.40</b>	<b>0.00</b>	<b>37,428.60</b>	<b>0.00</b>	<b>0.00</b>	<b>89,342.00</b>
<b>Total Expense</b>	<b>278,638.69</b>	<b>89,254.41</b>	<b>99,027.45</b>	<b>58,287.66</b>	<b>84,314.47</b>	<b>609,522.68</b>
Net Ordinary Income	-186,039.31	-4,142.40	7,919.76	212,277.52	2,402.12	32,417.69
Other Income/Expense						
Other Expense						
8200 · Non-Operating Expenses						
8230 · Capital Purchases in Prog Sani						
8231 · WW-1 WWTP Upgrade	13,933.75	2,613.75	2,853.75	9,768.20	12,457.50	41,626.95
8232 · WW-2 Effluent Line Repair HD	607.50	27,971.93	435.68	135.00	51,145.50	80,295.61
8237 · WW-7 Misc. Wastewater Projects	2,034.98	7,342.42	6,959.41	0.00	8,761.80	25,098.61
8239 · WW-9 Repair to Decking WWTP						
8240 · WW-9 Labor Repair to Decking WW	0.00	3,165.91	0.00	0.00	0.00	3,165.91
<b>Total 8239 · WW-9 Repair to Decking WWTP</b>	<b>0.00</b>	<b>3,165.91</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,165.91</b>
<b>Total 8230 · Capital Purchases in Prog Sani</b>	<b>16,576.23</b>	<b>41,094.01</b>	<b>10,248.84</b>	<b>9,903.20</b>	<b>72,364.80</b>	<b>150,187.08</b>
8270 · Capital Purchases in Prog Water						
8272 · W-2 Water System Valve/ Meter	217.50	2,763.75	362.50	1,892.16	1,162.25	6,398.16
8271 · W-1 Water Tank Improvements	0.00	0.00	13,524.21	0.00	0.00	13,524.21
8273 · W-3 Misc Water Line Replacement	0.00	6,187.50	283.75	11,170.50	2,830.00	20,471.75
<b>Total 8270 · Capital Purchases in Prog Water</b>	<b>217.50</b>	<b>8,951.25</b>	<b>14,170.46</b>	<b>13,062.66</b>	<b>3,992.25</b>	<b>40,394.12</b>
<b>Total 8200 · Non-Operating Expenses</b>	<b>16,793.73</b>	<b>50,045.26</b>	<b>24,419.30</b>	<b>22,965.86</b>	<b>76,357.05</b>	<b>190,581.20</b>
<b>Total Other Expense</b>	<b>16,793.73</b>	<b>50,045.26</b>	<b>24,419.30</b>	<b>22,965.86</b>	<b>76,357.05</b>	<b>190,581.20</b>
Net Other Income	-16,793.73	-50,045.26	-24,419.30	-22,965.86	-76,357.05	-190,581.20
<b>Net Income</b>	<b>-202,833.04</b>	<b>-54,187.66</b>	<b>-16,499.54</b>	<b>189,311.66</b>	<b>-73,954.93</b>	<b>-158,163.51</b>

# AVILA BEACH COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA. 93424

## ME MORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: June 13th, 2017

SUBJECT: General Manager/District Engineer Report

### **Mandatory Ethics Training**

The Board members are reminded that they need to complete their mandatory Ethics Training by June 30. Please let Kristi or I know if you need assistance logging in to the CSDA training module.

### **Zone 3 Technical and Advisory Committee Meetings**

The Zone 3 Technical Advisory Committee (TAC) met on Thursday, May 4, and Thursday June 1, 2017. The Agendas for the TAC meetings are provided as an attachment to this report. As of this writing Lopez Lake is at 62% capacity and has approximately 30,500 acre feet of water in storage. The State Department of Water Resources notified the County that State Water Project deliveries will be 85% on their respective Table A entitlements. This will allow the District to store to some of this year's state water for future years. On May 2, 2017, the Board of Supervisors declared "surplus water" as described in the Lopez Water Supply Contracts and continued implementing the Low Reservoir Response Plan (LRRP). The County Agenda Item Transmittal and Staff Report are provided as attachments to this report.

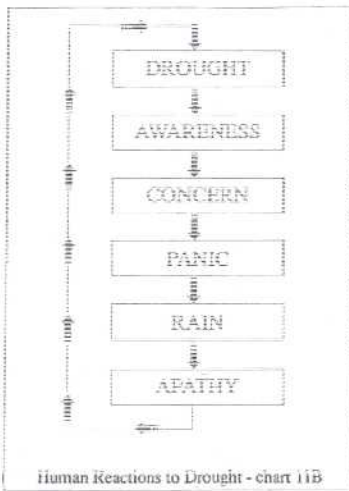
### **2016 Drinking Water Consumer Confidence Report**

On May 30, staff sent out the 2016 Consumer Confidence Report. The State mandated annual report provides a summary of the State Drinking Water Standards, the District's sample results and notes any exceedances. The District (and all Zone 3 water purveyors) experienced an exceedance in the chlorate level in 2016. On November 29, 2016, sample results showed chlorate levels as high as 0.86 mg/L in the distribution system. This was slightly above the Notification Level of 0.80 mg/L. County Water Treatment Plant staff took immediate measures and the chlorate levels returned to levels below the Notification Level. The 2016 Consumer Confidence Report is provided as an attachment to this staff report.

### **State Board Media Release on Mandatory Conservation Standards**

On April 26, 2017, the State Water Resources Control Board issued a Media Release announcing that the State Board rescinded the remaining mandatory conservation standards for urban water suppliers while keeping in place the water use reporting requirements and prohibitions against wasteful water use practices. The Media Release is provided as an attachment to this report.





**ZONE 3  
TECHNICAL ADVISORY COMMITTEE**

**Thursday May 4, 2017  
9:00-11:00 AM  
ARROYO GRANDE CITY HALL  
300 BRANCH STREET  
2<sup>nd</sup> FLOOR CONFERENCE ROOM**

**Agenda**

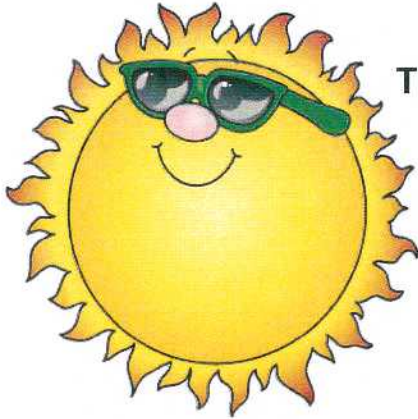
1. Announcements <ul style="list-style-type: none"> <li>• Castaneda Easement Request - Update</li> </ul>	All
2. General Operations and Water Report <ul style="list-style-type: none"> <li>• Monthly Operations Report</li> <li>• Lopez Dam Storage Projections</li> <li>• Summary Notes/Action Items – April</li> </ul>	Jill
3. Cloud Seeding – Presentation on Final Report	Ray Dienzo
4. Groundwater Levels – Preliminary results	Ray Dienzo Dan Heimel
5. LRRP – Criteria for leaving the LRRP <ul style="list-style-type: none"> <li>• NCMA metrics for groundwater levels</li> </ul>	All
6. County Drought Emergency Declaration and Surplus Water - BOS May 2, 2017	Jill
7. Operations Report/ Capital Improvement Project Update	Joshua Roberts
8. New Safe Yield Analysis – Needed?	All
9. By-pass pipeline Testing Update	Jill
10. Agenda items next month?	All

**Attachments:**

- A. Lopez Monthly Operations Report – Distributed at Meeting
- B. Lopez Reservoir Storage Projections – Distributed at Meeting
- C. April Summary Notes - Distributed at Meeting

**Next Meeting June 1, 2017**





**ZONE 3  
TECHNICAL ADVISORY COMMITTEE**

**Thursday June 1, 2017  
9:00-11:00 AM  
ARROYO GRANDE CITY HALL  
300 BRANCH STREET  
2<sup>nd</sup> FLOOR CONFERENCE ROOM**

**Agenda**

1. Announcements	All
2. General Operations and Water Report <ul style="list-style-type: none"><li>• Monthly Operations Report - Not available</li><li>• Lopez Dam Storage Projections – Not available</li><li>• Summary Notes/Action Items – Not available</li></ul>	Jill
3. Board of Supervisors Action on Rescinding Drought/LRRP <ul style="list-style-type: none"><li>• Next Steps/schedule</li></ul>	Mark H
4. Operations Report/ Capital Improvement Project Update <ul style="list-style-type: none"><li>• Minimum Pool (County Counsel opinion)</li></ul>	Jill
5. ECORPS Contract modeling - Re-cap of kick-off meeting	All
6. By-pass pipeline testing – scheduling/feasibility underway	Jill
7. Agenda items next month?	All

**Attachments:**

- A. Lopez Monthly Operations Report – Distributed on June 6<sup>th</sup> via e-mail
- B. Lopez Reservoir Storage Projections – Distributed on June 6<sup>th</sup> via e-mail
- C. May Summary Notes - Distributed on June 6<sup>th</sup> via e-mail

***Next Meeting July 6, 2017***



**COUNTY OF SAN LUIS OBISPO  
BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Public Works		(2) MEETING DATE 5/2/2017		(3) CONTACT/PHONE Jill Ogren, Utilities Senior Engineer (805) 781-5263	
(4) SUBJECT Declaration of surplus water for Zone 3 Lopez Project, of the San Luis Obispo County Flood Control and Water Conservation District and continued implementation of the Low Reservoir Response Plan for Zone 3. Districts 3 and 4.					
(5) RECOMMENDED ACTION It is recommended that the Board, acting as the Board of Supervisors for the San Luis Obispo County Flood Control and Water Conservation District (District), declare surplus water as described in Article 4, Sections (C) and (D) of the Lopez Water Supply Contracts, in an amount of 2,961 acre feet (AF); and to continue implementing the Low Reservoir Response Plan (LRRP).					
(6) FUNDING SOURCE(S) N/A		(7) CURRENT YEAR FINANCIAL IMPACT N/A		(8) ANNUAL FINANCIAL IMPACT N/A	
(9) BUDGETED? N/A					
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business (Time Est. _____)					
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input checked="" type="checkbox"/> N/A					
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A				(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <input type="checkbox"/> 4/5th's Vote Required <input checked="" type="checkbox"/> N/A	
(14) LOCATION MAP Attached		(15) BUSINESS IMPACT STATEMENT? No		(16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date _____	
(17) ADMINISTRATIVE OFFICE REVIEW David E. Grim					
(18) SUPERVISOR DISTRICT(S) District 3 District 4					

Reference: 17MAY02-C-13





## COUNTY OF SAN LUIS OBISPO

TO: Board of Supervisors

FROM: Public Works  
Jill Ogren, Utilities Senior Engineer

VIA: Wade Horton, Director of Public Works

DATE: 5/2/2017

SUBJECT: Declaration of surplus water for Zone 3 Lopez Project, of the San Luis Obispo County Flood Control and Water Conservation District and continued implementation of the Low Reservoir Response Plan for Zone 3. Districts 3 and 4.

### **RECOMMENDATION**

It is recommended that the Board, acting as the Board of Supervisors for the San Luis Obispo County Flood Control and Water Conservation District (District), declare surplus water as described in Article 4, Sections (C) and (D) of the Lopez Water Supply Contracts, in an amount of 2,961 acre feet (AF); and to continue implementing the Low Reservoir Response Plan (LRRP).

### **DISCUSSION**

#### *Declaration of Surplus Water*

Every year the District declares surplus water per the water supply contracts for Zone 3 (Lopez Project) of the District. The Zone 3 water supply contracts define surplus water as, "The portion of the Safe Yield for Project water remaining after distributions of water during the said previous Water Year" (Article 4 (D)). The declaration of surplus water does NOT mean that there is an amount of "excess" water in the reservoir; in short, surplus water is water that was saved from the previous year's municipal entitlements and downstream releases. The water supply contracts specify that surplus water is offered to the Zone 3 agencies in proportion to their participation in the project; this year's surplus is 2,961 AF as shown in Table 1 below and in further detail in Attachment 1.

**TABLE 1: Zone 3 2016-17 Surplus Water**

Contractor	Entitlement AF	Entitlement Delivered AF	Surplus Generated (Unused Entitlement)	Entitlement %	Surplus Available by Entitlement % (x 2961 AF)
Arroyo Grande	2290	1697	593	50.6	1497
Pismo Beach	892	129	763	19.7	583
Grover Beach	800	774	26	17.6	523
Oceano CSD	303	107	196	6.7	198
CSA 12 (Avila)	245	90	155	5.4	160
<b>Sub Totals</b>	<b>4530</b>	<b>2797</b>	<b>1733</b>	<b>100 %</b>	<b>2961</b>
Downstream Releases	4200	2972	1228		0
<b>Total</b>	<b>8730</b>	<b>5769</b>	<b>2961</b>		<b>2961</b>

(All amounts have been rounded to the nearest whole number)

However, the above declaration of surplus water is a contractual formality this year because the reservoir is still being operated under the Board adopted LRRP.

***Low Reservoir Response Plan Update***

The LRRP provides a methodology to evaluate near term reservoir levels and proposes a set of actions that can be taken to mitigate the impacts of drought. Two triggers must be met before the LRRP can be initiated; 1) Board of Supervisor’s declaration of a Zone 3 or Countywide water emergency, and 2) reservoir level drops below 20,000 AF. Similarly, the LRRP is no longer in effect when *both* triggers rescind. Currently, although the reservoir is above 20,000 AF (≈ 30,000 AF as of 4/10/17), the Countywide water emergency proclamation has not been rescinded, therefore the LRRP is still in effect.

Zone 3 agencies via the Zone 3 Technical Advisory Committee (TAC) are concerned that should both triggers be met for exiting the LRRP, there may be other indicators such as groundwater levels and confidence in community use trends that should be evaluated to assure agencies that the impacts of the drought are over and the LRRP is not needed.

It is the recommendation of the Zone 3 Advisory Committee and TAC that the LRRP remain in effect (regardless of triggers in the LRRP) until there is clear and convincing evidence that the impacts of the drought are over. The Zone 3 Advisory Committee and TAC are continuing to review information relative to the condition of the groundwater basin, analysis of the response of the basin to this winter’s rains, ongoing rate of inflows into the reservoir, etc., before formulating a recommendation to your Board.

Table 2 below provides estimated Zone 3 contractor water supplies for 2017-18 while continuing to operate under the LRRP.

**Table 2: Zone 3 2017-2018 Available Water Supply under the LRRP**

Contractor	Entitlement at 20,000 Acre-Ft trigger (A)	Unused Carry over in 16-17 (Adjusted for Evaporation) (B)	Unused Entitlement in 16-17 "New Carryover" (C)	Water Accounts by Agency In 17-18 (D)
Arroyo Grande	2290	886	364	3540
Pismo Beach	892	1161	673	2726
Grover Beach	800	240	0	1040
Oceano CSD	303	674	166	1143
CSA 12	245	369	131	745
<b>Totals</b>	<b>4530</b>	<b>3330</b>	<b>1334</b>	<b>9194</b>

(All amounts in acre feet and have been rounded to nearest whole number)

Notes: (D) = (A) + (B) + (C)

**OTHER AGENCY INVOLVEMENT/IMPACT**

At their March 16, 2017 meeting, the Zone 3 Advisory Committee adopted the recommendation that the Board of Supervisors:

- "Declare Surplus Water as described in Article 4 Sections (C) and (D) of the Water Supply Contracts, in the amount of 2,921 AF, or as adjusted by final year-end water accounting." (Vote was unanimous – Note the final water accounting for water year ending March 31, 2017 resulted in an actual final amount of 2,961 AF of surplus water); and
- "Continue to implement the Low Reservoir Response Plan pursuant to the Board's Resolution 2014-377 adopted on December 16, 2014." (Vote was unanimous).

The recommended actions today are consistent with the Zone 3 Advisory Committees' recommended actions.

**FINANCIAL CONSIDERATIONS**

The water supply contracts for Zone 3 are described as "take-or-pay," meaning essentially that all of the costs of the system are paid for by the Zone 3 agencies, at percentages based on the amount of entitlement water in their respective contracts, plus their distance down the delivery system. Under the



LRRP, there is no surplus water to distribute at a particular cost, only the carry over water generated by that agency and available to that agency so there are no additional costs associated.

## **RESULTS**

Declaration of surplus water (per water supply contracts) and continued implementation of the LRRP will provide water to Zone 3 of the San Luis Obispo County Flood Control and Water Conservation District in amounts necessary to promote good water management and protect the groundwater basin as the area begins to recover from this extended drought thereby promoting a livable community.

## **ATTACHMENTS**

1. Vicinity Map
2. Attachment 1 – Lopez Water - Estimated Surplus Water for 2017/2018 by Contract

Reference: 17MAY02-C-13

File: CF 340.101.01

L:\Utilities\2017\May\BOS\Declaration of Surplus Water Zone 3\Declaration Surplus Water 2016-17 LRRP brd ltr.docx JO.mj

## 2016 Consumer Confidence Report

Water System Name: Avila Beach Community Services District Report Date: April 20, 2017

*We test the drinking water quality for many constituents as required by state and federal regulations. This report shows the results of our monitoring for the period of January 1 - December 31, 2016 and may include earlier monitoring data.*

**Este informe contiene información muy importante sobre su agua potable. Tradúzcalo ó hable con alguien que lo entienda bien.**

Type of water source(s) in use: Surface Water

Name & general location of source(s): Lopez Lake Water Supply Project and Central Coast Water Authority (CCWA) Polonio Pass Water Treatment Plant.

Drinking Water Source Assessment information: A source assessment was performed in 2001; Lopez Lake and Lopez Terminal Reservoir were found to be the most vulnerable to wastewater generation at the Lopez Recreation Area, livestock near the reservoirs, and a roadway that bisects the Terminal Reservoir. To date, these activities have not adversely impacted the WTP treated water quality. A copy of the assessment can be found at the San Luis Obispo County Public Works Department website or by contacting the Water Quality Laboratory at (805) 781-5111. Information on the State Water Project (CCWA) can be found at [www.water.ca.gov/swp](http://www.water.ca.gov/swp)

Time and place of regularly scheduled board meetings for public participation: Regular meetings are held on the second Tuesday of each month at 7pm at the Avila Beach Community Center at 191 San Miguel Street.

For more information, contact: Avila Beach CSD Phone: (805) 595-2664

### TERMS USED IN THIS REPORT

**Maximum Contaminant Level (MCL):** The highest level of a contaminant that is allowed in drinking water. Primary MCLs are set as close to the PHGs (or MCLGs) as is economically and technologically feasible. Secondary MCLs are set to protect the odor, taste, and appearance of drinking water.

**Maximum Contaminant Level Goal (MCLG):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs are set by the U.S. Environmental Protection Agency (USEPA).

**Public Health Goal (PHG):** The level of a contaminant in drinking water below which there is no known or expected risk to health. PHGs are set by the California Environmental Protection Agency.

**Maximum Residual Disinfectant Level (MRDL):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

**Maximum Residual Disinfectant Level Goal (MRDLG):** The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

**Primary Drinking Water Standards (PDWS):** MCLs and MRDLs for contaminants that affect health along with their monitoring and reporting requirements, and water treatment requirements.

**Secondary Drinking Water Standards (SDWS):** MCLs for contaminants that affect taste, odor, or appearance of the drinking water. Contaminants with SDWSs do not affect the health at the MCL levels.

**Treatment Technique (TT):** A required process intended to reduce the level of a contaminant in drinking water.

**Regulatory Action Level (AL):** The concentration of a contaminant which, if exceeded, triggers treatment or other requirements that a water system must follow.

**Variations and Exemptions:** State Board permission to exceed an MCL or not comply with a treatment technique under certain conditions.

**Level 1 Assessment:** A Level 1 assessment is a study of the water system to identify potential problems and determine (if possible) why total coliform bacteria have been found in our water system.

**Level 2 Assessment:** A Level 2 assessment is a very detailed study of the water system to identify potential problems and determine (if possible) why an *E. coli* MCL violation has occurred and/or why total coliform bacteria have been found in our water system on multiple occasions.

**ND:** not detectable at testing limit

**ppm:** parts per million or milligrams per liter (mg/L)

**ppb:** parts per billion or micrograms per liter (µg/L)

**ppt:** parts per trillion or nanograms per liter (ng/L)

**ppq:** parts per quadrillion or picogram per liter (pg/L)

**pCi/L:** picocuries per liter (a measure of radiation)



**The sources of drinking water** (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

**Contaminants that may be present in source water include:**

- *Microbial contaminants*, such as viruses and bacteria, that may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.
- *Inorganic contaminants*, such as salts and metals, that can be naturally-occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.
- *Pesticides and herbicides*, that may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses.
- *Organic chemical contaminants*, including synthetic and volatile organic chemicals, that are by-products of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, agricultural application, and septic systems.
- *Radioactive contaminants*, that can be naturally-occurring or be the result of oil and gas production and mining activities.

**In order to ensure that tap water is safe to drink**, the USEPA and the State Water Resources Control Board (State Board) prescribe regulations that limit the amount of certain contaminants in water provided by public water systems. State Board regulations also establish limits for contaminants in bottled water that provide the same protection for public health.

**Tables 1, 2, 3, 4, 5, and 6 list all of the drinking water contaminants that were detected during the most recent sampling for the constituent.** The presence of these contaminants in the water does not necessarily indicate that the water poses a health risk. The State Board allows us to monitor for certain contaminants less than once per year because the concentrations of these contaminants do not change frequently. Some of the data, though representative of the water quality, are more than one year old. Any violation of an AL, MCL, MRDL, or TT is asterisked. Additional information regarding the violation is provided later in this report.

TABLE 1 – SAMPLING RESULTS SHOWING THE DETECTION OF COLIFORM BACTERIA					
Microbiological Contaminants (complete if bacteria detected)	Highest No. of Detections	No. of months in violation	MCL	MCLG	Typical Source of Bacteria
Total Coliform Bacteria (state Total Coliform Rule)	(In a mo.)	0	1 positive monthly sample	0	Naturally present in the environment
Fecal Coliform or <i>E. coli</i> (state Total Coliform Rule)	(In the year)	0	A routine sample and a repeat sample are total coliform positive, and one of these is also fecal coliform or <i>E. coli</i> positive		Human and animal fecal waste
<i>E. coli</i> (federal Revised Total Coliform Rule)	(from 4/1/16-12/31/16)	0	(a)	0	Human and animal fecal waste

(a) Routine and repeat samples are total coliform-positive and either is *E. coli*-positive or system fails to take repeat samples following *E. coli*-positive routine sample or system fails to analyze total coliform-positive repeat sample for *E. coli*.

TABLE 2 – SAMPLING RESULTS SHOWING THE DETECTION OF LEAD AND COPPER							
Lead and Copper (complete if lead or copper detected in the last sample set)	Sample Date	No. of samples collected	90 <sup>th</sup> percentile level detected	No. sites exceeding AL	AL	PHG	Typical Source of Contaminant
Lead (ppb)	September 2016	N/A	N/A	N/A	15	0.2	Internal corrosion of household water plumbing systems; discharges from industrial manufacturers; erosion of natural deposits
Copper (ppm)	September 2016	10	0.19	0	1.3	0.3	Internal corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives



**TABLE 3 – SAMPLING RESULTS FOR SODIUM AND HARDNESS**

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL	PHG (MCLG)	Typical Source of Contaminant
CCWA – Polonio Pass Sodium (ppm)	2016	87	N/A	none	none	Salt present in the water and is generally naturally occurring
Lopez Lake WSP Sodium (ppm)	2016	73	N/A	none	none	Salt present in the water and is generally naturally occurring
CCWA – Polonio Pass Hardness (ppm)	2016	115	64 – 162	none	none	Sum of polyvalent cations present in the water, generally magnesium and calcium, and are usually naturally occurring
Lopez Lake WSP Hardness (ppm)	2016	271	230 – 344	none	none	Sum of polyvalent cations present in the water, generally magnesium and calcium, and are usually naturally occurring

**TABLE 4 – DETECTION OF CONTAMINANTS WITH A PRIMARY DRINKING WATER STANDARD**

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL [MRDL]	PHG (MCLG) [MRDLG]	Typical Source of Contaminant
Avila Beach CSD – San Miguel Street Total Trihalomethanes (ppb)	2016	55.8	32 – 72	80	N/A	Byproduct of drinking water disinfection
Avila Beach CSD – San Juan Park Total Trihalomethanes (ppb)	2016	56.1	30 – 88	80	N/A	Byproduct of drinking water disinfection
Lopez Lake WSP Total Trihalomethanes (ppb)	2016	36.9	20.8 – 36.9	80	N/A	Byproduct of drinking water disinfection
CCWA Polonio Pass Total Trihalomethanes (ppb)	2016	61.0	31 – 60	80	N/A	Byproduct of drinking water disinfection
Avila Beach CSD – San Miguel Street Haloacetic Acids (ppb)	2016	27.8	19 – 33	60	N/A	Byproduct of drinking water disinfection
Avila Beach CSD – San Juan Park Haloacetic Acids (ppb)	2016	27.0	19 – 32	60	N/A	Byproduct of drinking water disinfection
Lopez Lake WSP Haloacetic Acids (ppb)	2016	20.4	17.6 – 20.4	60	N/A	Byproduct of drinking water disinfection
CCWA Polonio Pass Haloacetic Acids (ppb)	2016	11.8	4.1 – 14	60	N/A	Byproduct of drinking water disinfection
Lopez Lake WSP Turbidity (NTU)	2016	0.038	0.028 – 0.252	TT=1	N/A	Soil runoff
CCWA Polonio Pass Turbidity (NTU)	2016	N/A	0.03 – 0.11	TT=1	N/A	Soil runoff
Lopez Lake WSP Aluminum (ppm)	2016	0.024	ND – 0.030	1	0.6	Erosion of natural deposits; residue from some surface water treatment processes
CCWA Polonio Pass Aluminum (ppm)	2016	0.110	ND – 0.25	1	0.6	Erosion of natural deposits; residue from some surface water treatment processes
Lopez Lake WSP Arsenic (ppb)	2016	4.1	2.2 – 6	10	0.004	Erosion of natural deposits; runoff from orchards; glass and electronics production wastes
CCWA Polonio Pass Arsenic (ppb)	2016	2.0	2.0	10	0.004	Erosion of natural deposits; runoff from orchards; glass and electronics production wastes
Lopez Lake WSP Barium (ppm)	2016	0.033	N/A	2	2	Discharge of oil drilling wastes and from metal refineries; erosion of natural deposits

**TABLE 4 – DETECTION OF CONTAMINANTS WITH A PRIMARY DRINKING WATER STANDARD, CONT'D**

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL [MRDL]	PHG (MCLG) [MRDLG]	Typical Source of Contaminant
Lopez Lake WSP Copper (ppm)	2016	0.029	N/A	AL – 1.3	0.3	Internal corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives
CCWA Polonio Pass Fluoride (ppm)	2016	0.12	0.12	2	1	Erosion of natural deposits; water additive which promotes strong teeth; discharge from fertilizer and aluminum factories
Lopez Lake WSP Fluoride (ppm)	2016	0.228	N/A	2	1	Erosion of natural deposits; water additive which promotes strong teeth; discharge from fertilizer and aluminum factories
CCWA Polonio Pass Nitrate as Nitrogen, N (ppm)	2016	0.43	0.43	10	10	Runoff and leaching from fertilizer use; leaching from septic tanks and sewage; erosion of natural deposits
Lopez Lake WSP Gross Alpha Particle Activity (pCi/L)	2013	1.51	1.42 – 1.59	15	(0)	Erosion of natural deposits
CCWA Polonio Pass Gross Beta Particle Activity (pCi/L)	2016	5.7	5.7	50	(0)	Decay of natural and man-made deposits
Lopez Lake WSP Chlorine (ppm)	2016	2.32	1.76 – 2.92	[4.0 as Cl <sub>2</sub> ]	[4 as Cl <sub>2</sub> ]	Drinking water disinfectant added for treatment
Lopez Lake WSP Chlorite (ppm)	2016	0.74	0.462 – 1.0	1.0	0.05	Byproduct of drinking water disinfection
Lopez Lake WSP Chlorate (ppb)	2016	652	600 – 693	RAL = 800	N/A	Byproduct of drinking water disinfection
Lopez Lake WSP Chlorine Dioxide (ppb)	2016	88	20 – 340	[800 as ClO <sub>2</sub> ]	[800 as ClO <sub>2</sub> ]	Drinking water disinfectant added for treatment
CCWA Polonio Pass Total Chlorine Residual (ppm)	2016	2.3	1.9 – 2.7	[4.0 as Cl <sub>2</sub> ]	[4 as Cl <sub>2</sub> ]	Drinking water disinfectant added for treatment

**TABLE 5 – DETECTION OF CONTAMINANTS WITH A SECONDARY DRINKING WATER STANDARD**

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL	PHG (MCLG)	Typical Source of Contaminant
Lopez Lake WSP Aluminum (ppb)	2016	46	<20 – 72	200	N/A	Erosion of natural deposits; residual from some surface water treatment processes
Lopez Lake WSP Chloride (ppm)	2016	76.4	N/A	500	N/A	Runoff/leaching from natural deposits; seawater influence
CCWA Polonio Pass Chloride (ppm)	2016	97	41 – 138	500	N/A	Runoff/leaching from natural deposits; seawater influence
Lopez Lake WSP Color (units)	2016	1	N/A	15	N/A	Naturally-occurring organic materials
CCWA Polonio Pass Color (units)	2016	ND (treated) 25 (source)	ND (treated) 25 (source)	15	N/A	Naturally-occurring organic materials
Lopez Lake WSP Copper (ppm)	2016	0.082	N/A	1	N/A	Internal corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives



**TABLE 5 – DETECTION OF CONTAMINANTS WITH A SECONDARY DRINKING WATER STANDARD, CONT'D**

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL	PHG (MCLG)	Typical Source of Contaminant
Lopez Lake WSP Odor (units)	2016	1.7	1.0 – 4.5	3	N/A	Naturally-occurring organic materials
CCWA Polonio Pass Odor (units)	2016	1.1	ND – 2	3	N/A	Naturally-occurring organic materials
Lopez Lake WSP Specific Conductance (µS/cm)	2016	779	N/A	1600	N/A	Substances that form ions when in water; seawater influence
CCWA Polonio Pass Specific Conductance (µS/cm)	2016	609	374 – 757	1600	N/A	Substances that form ions when in water; seawater influence
Lopez Lake WSP Sulfate (ppm)	2016	128	N/A	500	N/A	Runoff/leaching from natural deposits; industrial wastes
CCWA Polonio Pass Sulfate (ppm)	2016	100	100	500	N/A	Runoff/leaching from natural deposits; industrial wastes
Lopez Lake WSP Turbidity (NTU)	2016	0.09	0.04 – 1.9	5	N/A	Soil runoff
CCWA Polonio Pass Turbidity (NTU)	2016	0.06	0.03 – 0.13	5	N/A	Soil runoff
Lopez Lake WSP Total Dissolved Solids (ppm)	2016	510	N/A	1000	N/A	Runoff/leaching from natural deposits
CCWA Polonio Pass Total Dissolved Solids (ppm)	2016	346	194 - 442	1000	N/A	Runoff/leaching from natural deposits
CCWA Polonio Pass Manganese (ppb)	2016	15	15	50	N/A	Leaching from natural deposits

\*Any violation of an MCL, MRDL, or TT is asterisked. Additional information regarding the violation is provided later in this report. Compliance for Total Trihalomethanes and Haloacetic Acids is based on the Locational Running Annual Average of samples.

### Additional General Information on Drinking Water

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the USEPA's Safe Drinking Water Hotline (1-800-426-4791).

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. USEPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline (1-800-426-4791).

**Lead-Specific Language for Community Water Systems:** If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Avila Beach Community Services District is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. [Optional: If you do so, you may wish to collect the flushed water and reuse it for another beneficial purpose, such as watering plants.] If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps



you can take to minimize exposure is available from the Safe Drinking Water Hotline (1-800-426-4701) or at <http://www.epa.gov/lead>.

While your drinking water meets the federal and state standard for arsenic, it does contain low levels of arsenic. The arsenic standard balances the current understanding of arsenic’s possible health effects against the costs of removing arsenic from drinking water. The U.S. Environmental Protection Agency continues to research the health effects of low levels of arsenic, which is a mineral known to cause cancer in humans at high concentrations and is linked to other health effects such as skin damage and circulatory problems.

Odor Threshold results were at levels that exceeded the secondary MCL (Maximum Contaminant Level) standards. The secondary MCLs were set to protect you against unpleasant aesthetic effects (e.g., color, taste, and odor) and the staining of plumbing fixtures (e.g., tubs and sinks) and clothing while washing. Increases in odor have been associated with algae blooms. During times of increased algae blooms and odors, the algae is controlled with algacides and the odor is reduced to acceptable levels by treating water with powder activated carbon.

**Summary Information for Violation of a MCL, MRDL, AL, TT,  
or Monitoring and Reporting Requirement**

VIOLATION OF A MCL, MRDL, AL, TT, OR MONITORING AND REPORTING REQUIREMENT				
Violation	Explanation	Duration	Actions Taken to Correct the Violation	Health Effects Language
Chlorate	The Lopez Project water system had chlorate levels in the distribution system above the notification level. Results showed levels as high as 0.86 ppm in the water distribution system; this is above the notification level of 0.8 ppm. The elevated levels were likely caused by degradation of sodium hypochlorite in the bulk storage tank, resulting in a lower solution strength and an increase chlorate levels in the solution.	November 29, 2016	Staff lowered the sodium hypochlorite tank level and has been taking more frequent deliveries of chlorine to keep the solution fresh. This enabled the plant to return to normal operation with low chlorate levels in the water produced.	Chlorate is considered noncancerous, but may contribute to pituitary or thyroid gland issues. This chemical may be given a maximum contaminant level at some time in the future once more information becomes available on the possible risk to human health.



# Media Release

## State Water Board Rescinds Mandatory Conservation Standards; Reporting Requirements and Prohibition on Water Waste Remain

FOR IMMEDIATE RELEASE  
April 26, 2017

Contact: George Kostyrko  
[george.kostyrko@waterboards.ca.gov](mailto:george.kostyrko@waterboards.ca.gov)

**SACRAMENTO** —Today the State Water Resources Control Board rescinded the water supply “stress test” requirements and remaining mandatory conservation standards for urban water suppliers while keeping in place the water use reporting requirements and prohibitions against wasteful practices.

The action by State Water Board Executive Director Tom Howard was in response to Governor Brown’s announcement earlier this month ending the drought state of emergency and transitioning to a permanent framework for making water conservation a California way of life.

The Governor’s April 7 executive order directs the State Water Board to lift the specific conservation provisions of its drought emergency regulations but to keep in place the temporary requirements for monthly water use reporting and prohibitions against wasteful water use practices while the Board works to develop permanent reporting and wasteful use regulations. The temporary requirements will remain in effective until Nov. 25, when the emergency regulation expires.

The current prohibitions against wasteful water use practices include outdoor watering during or within 48 hours after a rain event; hosing down a sidewalk instead of using a broom or a brush; and overwatering a landscape to where water is running off onto the sidewalk or into the gutter.

The long-term conservation framework, also released on April 7, includes recommendations to establish permanent water conservation standards and improved agricultural and urban water management planning to better prepare for more frequent and severe droughts due to climate change. These actions will help achieve a top priority of the California Water Action Plan - to improve long-term drought preparedness and “Make Conservation a California Way of Life.”

As part of the framework, the Governor released proposed legislation to establish long-term water conservation measures and improved planning for more frequent and severe droughts. Among other things the proposed legislation:

- Requires the State Water Board, in consultation with the Department of Water Resources (DWR), to set long-term urban water use efficiency standards by May 20, 2021;







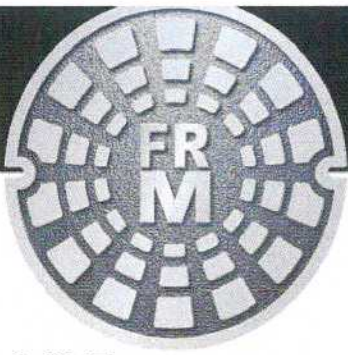
## Media Release

- Includes a robust public participation process to provide the State Water Board and DWR with critical input from local agencies, tribal governments, nongovernmental organizations, the business sector, academics, and others;
- Requires urban water suppliers to plan for droughts lasting five or more years; and
- Establishes new drought planning and water efficiency reporting requirements for agricultural water suppliers.

###







May 3, 2017

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

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

### **WASTEWATER TREATMENT PLANT**

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

Staff was notified that the Soledad wastewater treatment plant is no longer taking sludge from other wastewater treatment plants effective immediately. Staff is working on finding another disposal location but in the meantime ABCSD asked Soledad for an extension for two more months and it was granted.

Staff collected the annual influent, effluent and biosolids samples.

### **WATER SYSTEM**

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

Staff responded to an afterhours leak in an area that cannot be isolated with the street valves without shutting down the entire community. The street was saw cut and the service lateral was exposed to allow the corporation stop to be shut off. After isolating, the service the line was repaired and placed back in service. Staff coordinated with ABCSD the following morning and it was decided to replace the service lateral to today's standards as the trench line is exposed. The street was backfilled and a final asphalt repair will be made in conjunction with other work at a later date.

Staff installed a tank mixing unit that ABCSD purchased directly. The unit is powered using the new power service to the tanks site. The effectiveness of the mixer will be monitored and operation will be adjusted. The mixer is used to mix the contents of the tank and to try to keep the chlorine residuals stable within the tank.

### **COMPLIANCE RECORD AND PLANT PERFORMANCE**

Analytical data for April 28, 2017 and April 30, 2017 were not ready prior to this report being compiled.

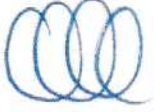
Plant Design for Influent BOD is 270 mg/L. The permit limit for Effluent TSS and BOD is a Monthly Average of 40 mg/L with a Daily Maximum of 90 mg/L.

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

Staff uploaded the Electronic Annual Report (EAR) to the State website.

Sincerely,

**FLUID RESOURCE MANAGEMENT**



Carinna Butler  
Operations Manager

### **ATTACHMENTS**

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



# Avila Beach CSD Wastewater Treatment Facility

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

Month: APRIL 2017

Date	Daily Flow (MGD)			Effluent Monitoring		
	Total	Max (gpm)	Avg (gpm)	Biweekly Total Coliform	Biweekly Fecal Coliform	Daily Chlorine Residual
1	0.066474	115	46			<0.02
2	0.063541	106	44			<0.02
3	0.048961	99	34			<0.02
4	0.050098	133	35	<2	<2	<0.02
5	0.047774	91	33			<0.02
6	0.047183	128	33	<2	<2	<0.02
7	0.049565	131	35			<0.02
8	0.059241	105	41			<0.02
9	0.063057	115	44			<0.02
10	0.059827	107	41			<0.02
11	0.057098	102	40	<2	<2	<0.02
12	0.056604	105	40			<0.02
13	0.054538	102	38			<0.02
14	0.065871	110	46	2	<2	<0.02
15	0.067567	123	47			<0.02
16	0.057740	118	40			<0.02
17	0.044876	102	31			<0.02
18	0.045772	95	32	10	<2	<0.02
19	0.047206	90	33			<0.02
20	0.048185	103	34	<2	<2	<0.02
21	0.059661	105	41			<0.02
22	0.068433	119	47			<0.02
23	0.062856	129	44			<0.02
24	0.045175	94	32			<0.02
25	0.036199	76	25	<2	<2	<0.02
26	0.037335	84	26			<0.02
27	0.039845	88	27	2	<2	<0.02
28	0.047357	97	33			
29	0.061998	115	43			<0.02
30	0.060226	110	42			
31						
Min	0.036199	76	25	2	<2	<0.02
Mean	0.054009	107	38	4	<2	<0.02
Max	0.068433	133	47	10	<2	<0.02
Total	1.620263	Effluent daily (dry weather) flow NTE 0.2 MGD (mean).				

### Sludge Removal

Date	Gallons (Est.)
4/13/17	4,500
4/27/17	4,500

### 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)
4/2/17	42	35	389	292	
4/6/17	30	29	326	320	
4/9/17	41	33	442	296	
4/14/17	28	33	419	300	1.6 DNQ
4/16/17	43	39	470	348	
4/20/17	26	17	379	372	
4/21/17	30	16	372	336	
4/23/17	33	36	415	328	
4/27/17	24	10	333	170	
4/28/17					
4/30/17					
Min	24	10	326	170	1.6 DNQ
Mean	33	28	394	307	1.6 DNQ
Max	43	39	470	372	1.6 DNQ
BOD Removal: 91.6%			TSS Removal: 91.0%		

### Effluent Monitoring

Date	Weekly Set. Solids (Grab)	Weekly Turbidity (Grab)	Weekly pH (Grab)	Weekly Temp °F (Grab)
4/6/17	<0.1	26.4	6.4	67
4/14/17	<0.1	45.7	6.5	66
4/20/17	<0.1	28.3	6.3	69
4/27/17	<0.1	18.4	6.3	69
Min	<0.1	18.4	6.3	66
Mean	<0.1	29.7	6.4	68
Max	<0.1	45.7	6.5	69

### 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.

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

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

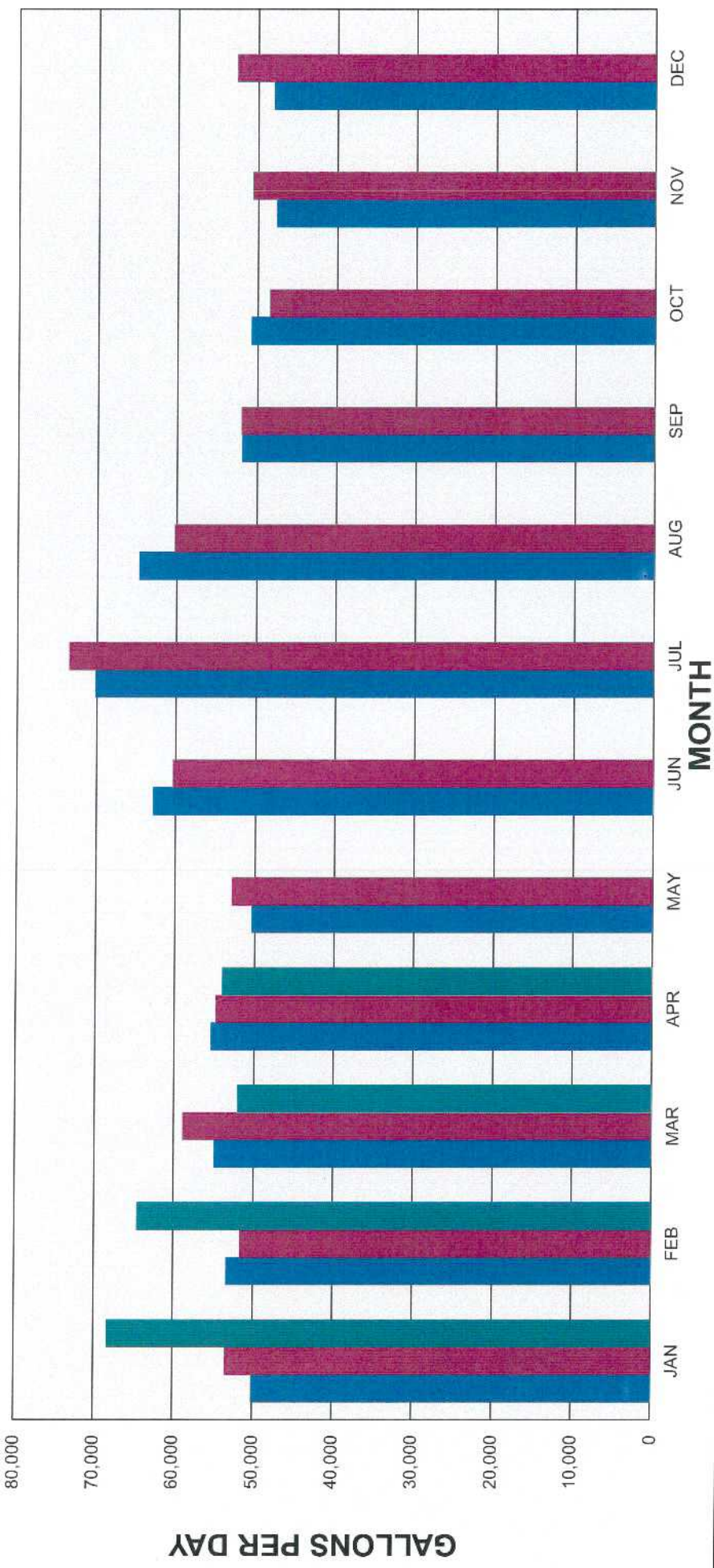
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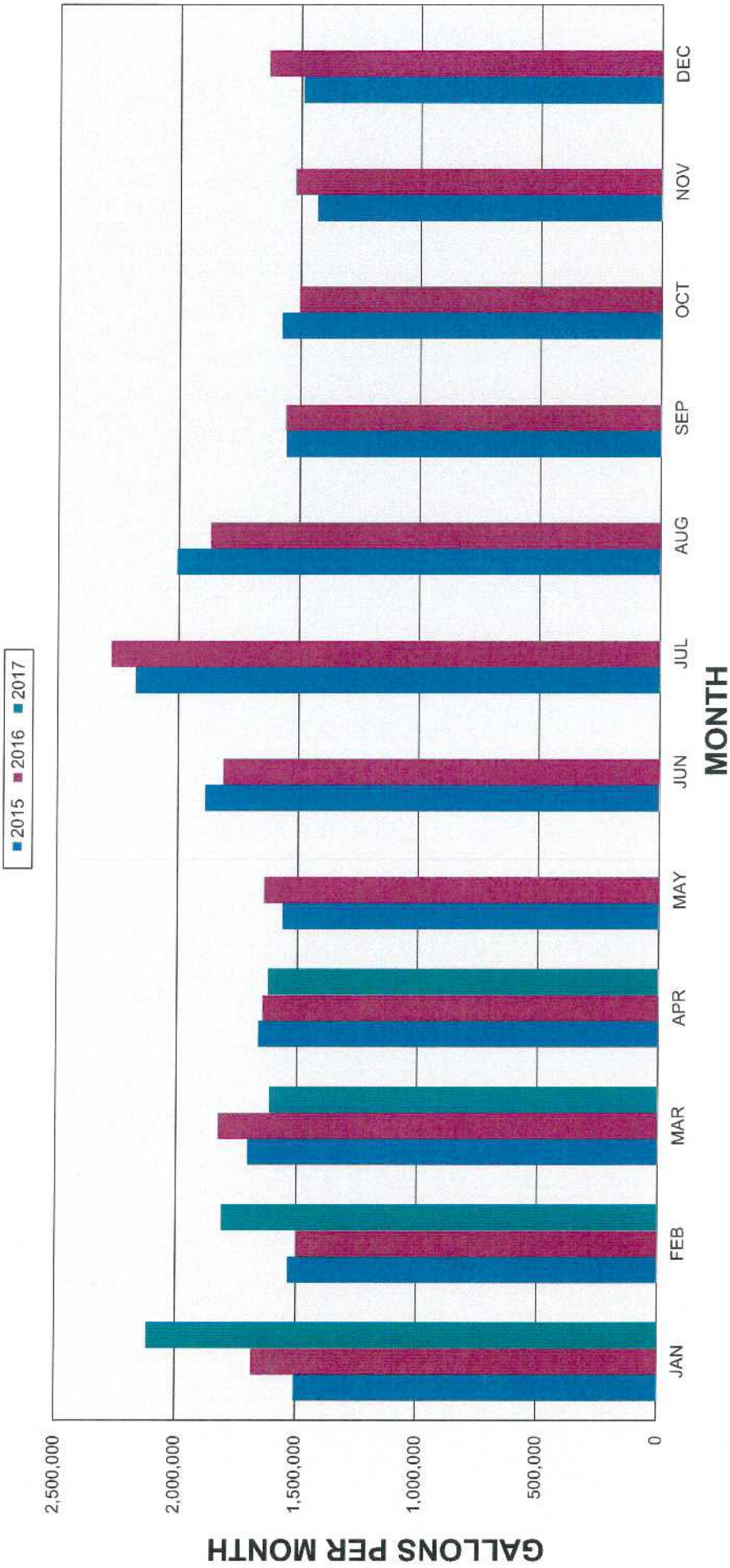


# ABCSD AVERAGE DAILY WWTP EFFLUENT FLOW (2015 - 2017)

■ 2015 ■ 2016 ■ 2017



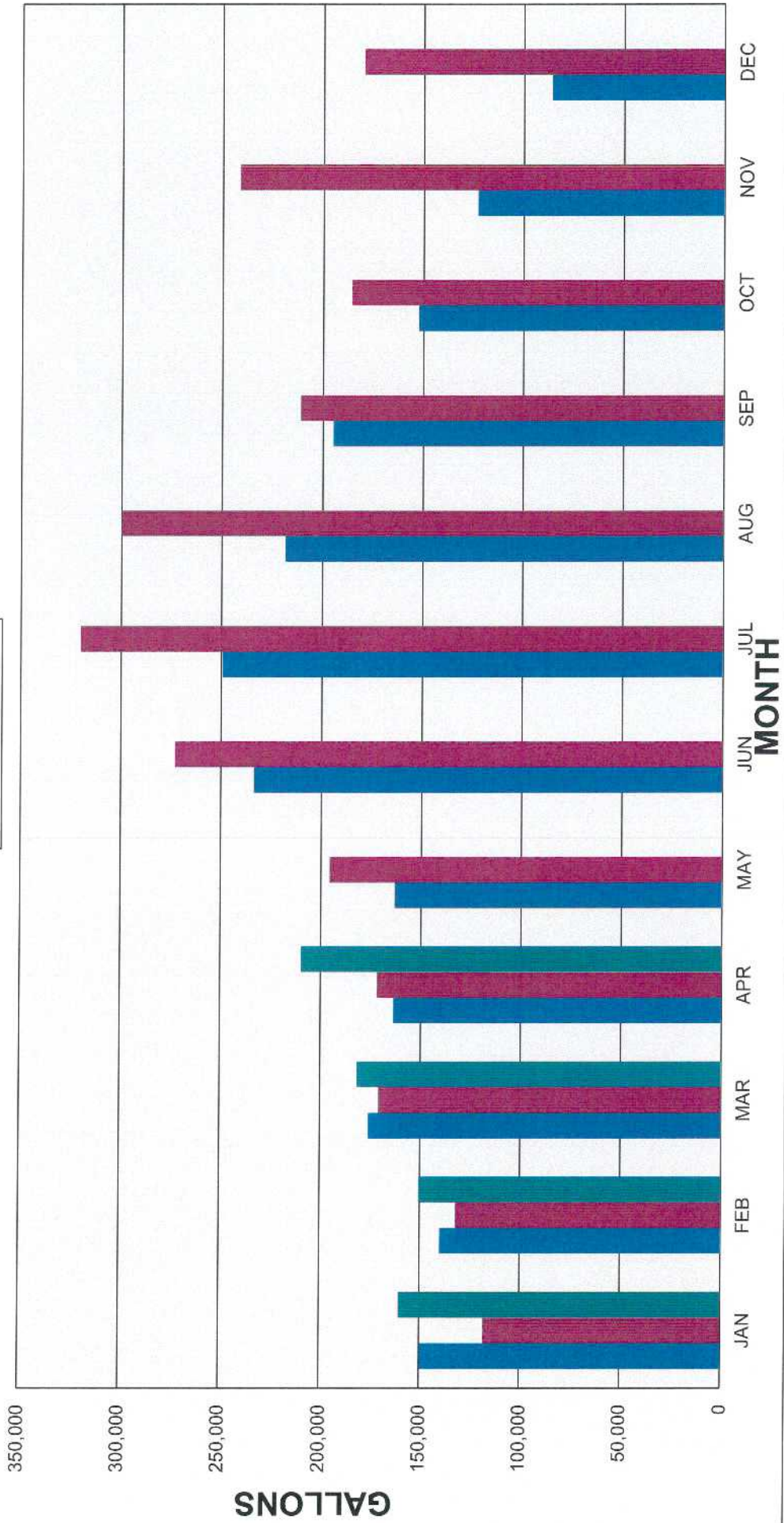
# ABCSD MONTHLY TOTAL WWTP EFFLUENT FLOW (2015 - 2017)





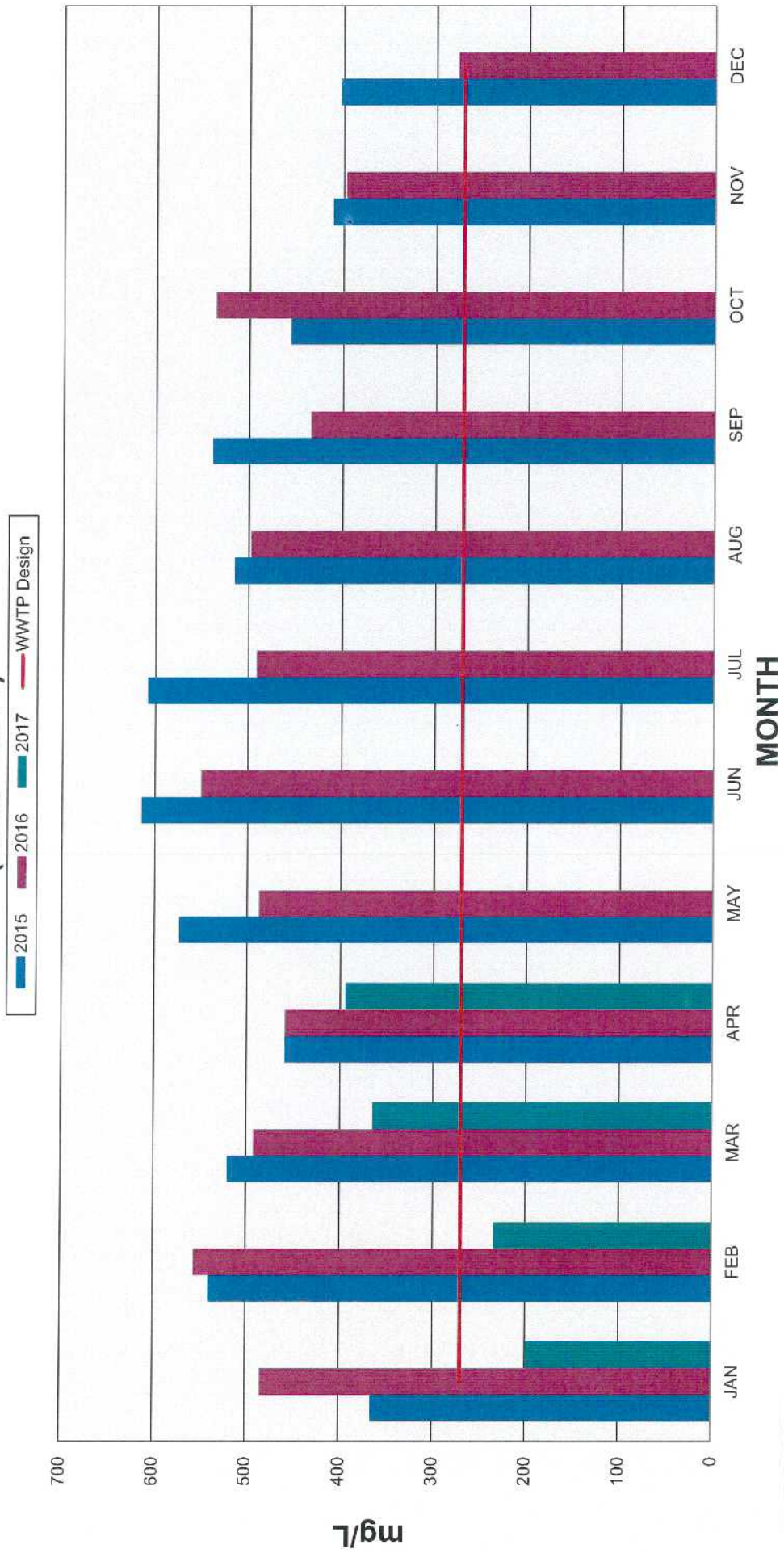
# PORT SAN LUIS MONTHLY TOTAL FLOW (2015 - 2017)

■ 2015 ■ 2016 ■ 2017





# ABCSD MONTHLY AVERAGE INFLUENT BOD (2015 - 2017)



# ABCSD MONTHLY AVERAGE EFFLUENT BOD (2015 - 2017)

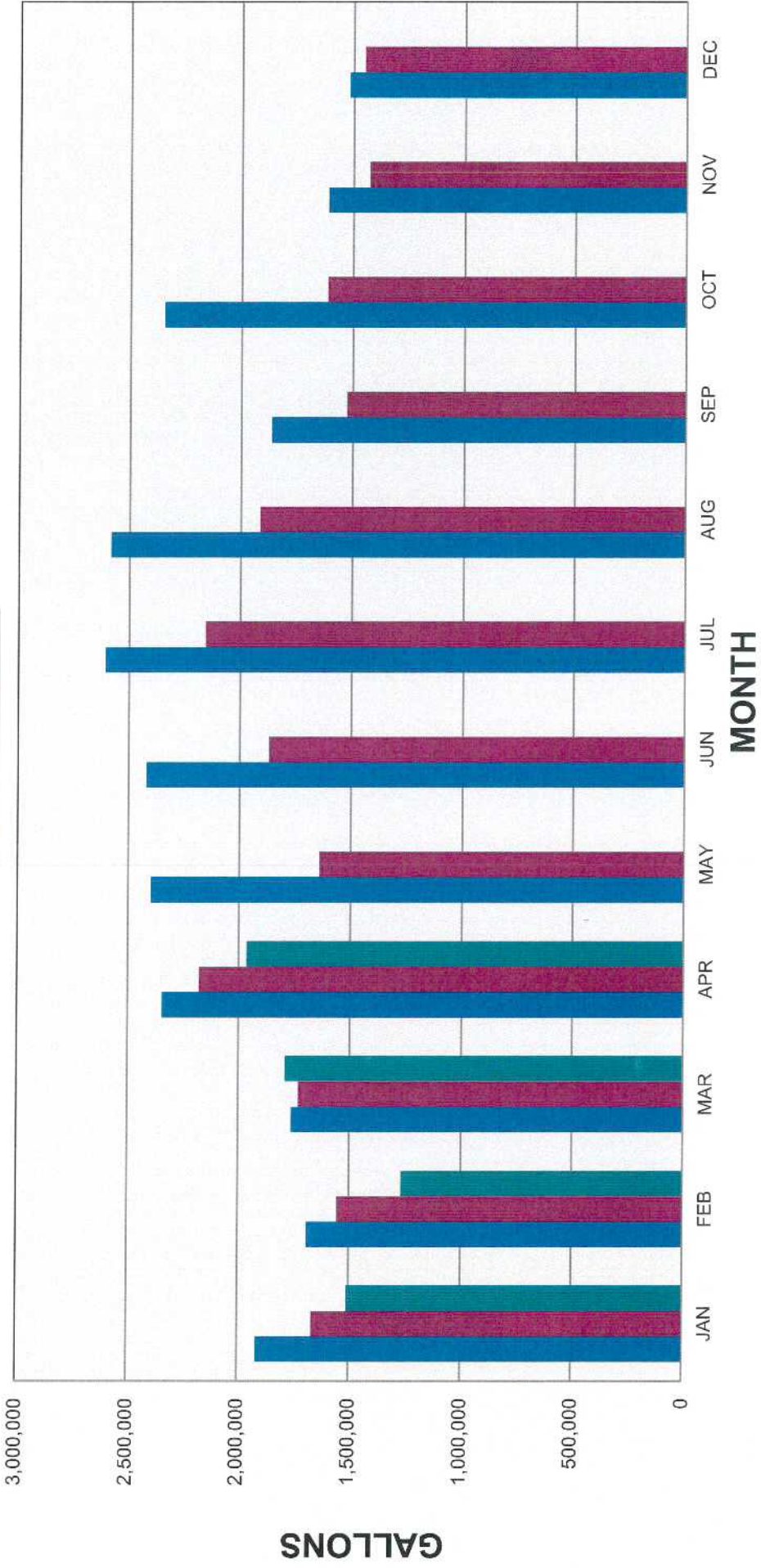
■ 2015   
 ■ 2016   
 ■ 2017   
 — 30 Day Average Limit





# ABCSD MONTHLY WATER PURCHASED FROM LOPEZ (2015 - 2017)

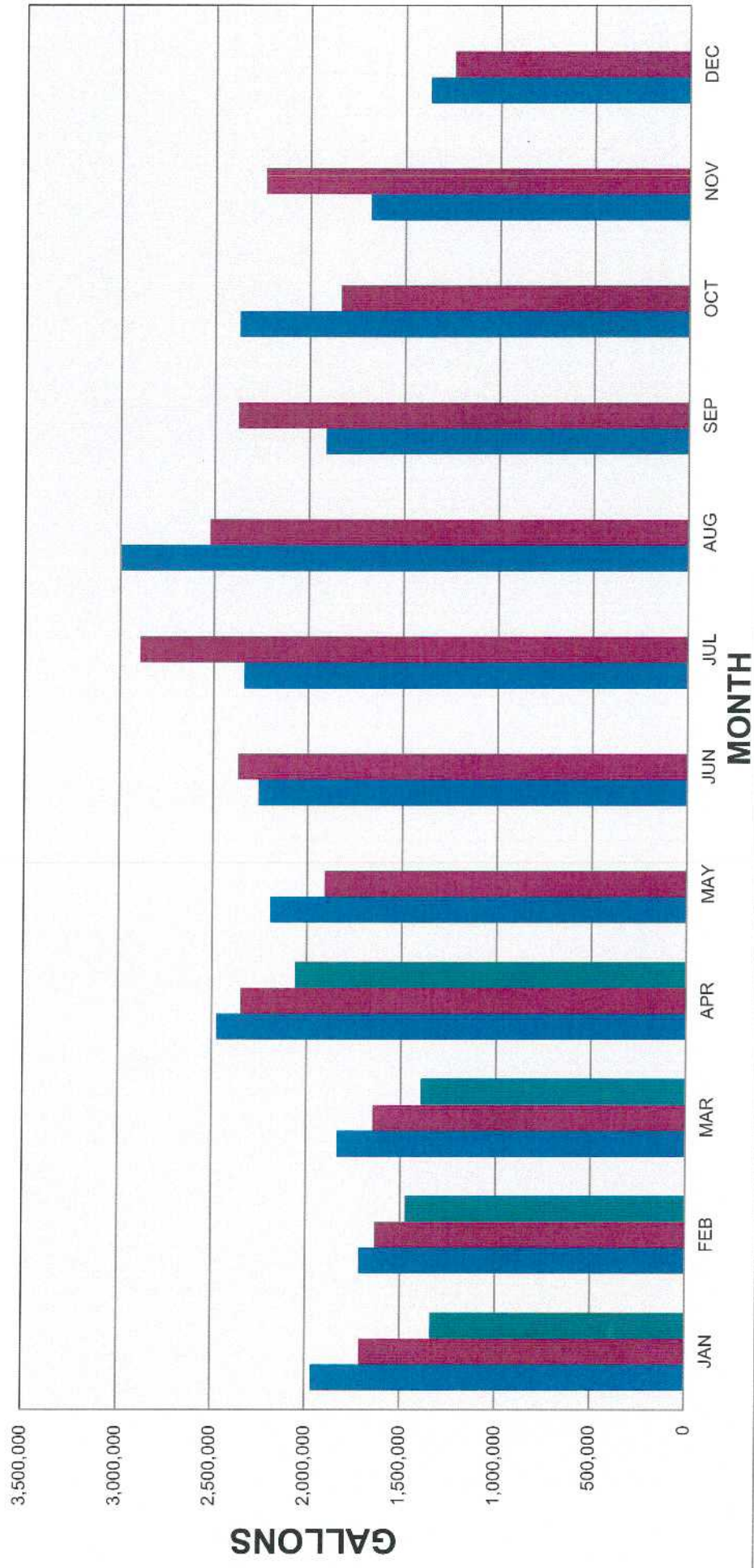
■ 2015 ■ 2016 ■ 2017

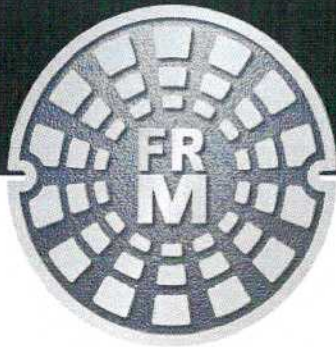




# ABCSD MONTHLY WATER SOLD (2015 - 2017)

■ 2015 ■ 2016 ■ 2017





June 5, 2017

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

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

### **WASTEWATER TREATMENT PLANT**

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

Staff was notified by Speed's that the City of Soledad will no longer be taking sludge from any wastewater treatment plants effective immediately. Staff worked with ABCSD on this and ABCSD was able to obtain permission to haul for another couple months. Staff also worked on finding a long-term solution and worked with Liberty Composting in Lost Hills, California. Liberty staff performed an onsite inspection of the wastewater treatment plant and asked for some sampling to be done and copies of prior sample results. Once the sampling was complete, ABCSD received approval to start hauling to Liberty Composting.

Staff responded to one power outage during the month of May.

Staff responded to a sludge pump fail to run alarm over a weekend. The pump was found to be short cycling due to bad floats. The floats were replaced the following Monday to prevent overtime costs for the repair. A float bracket was installed to allow operations staff to make level adjustments in the future. The existing floats were not able to be removed as they are fixed in the wet well and require taking the secondary out service. This will be remedied during the next annual inspection and cleaning.

Staff installed District supplied VFD's and installed them in the existing Motor Control Center (MCC). This project was performed to assist with dampening the surge of influent entering the WWTP. The original design had the influent lift station holding water and then pumping at 250 gallons per minute which causes hydraulic shock that carried throughout the rest of the facility. The new method of operation will have the influent running at a lower flow rate almost nonstop to equalize the influent rate to the WWTP to what is entering the lift station. The controls were modified with a backup redundant float system to minimize emergency down time.

On the Sunday of Memorial Day weekend, Staff responded to a Wet Well High Level alarm. Upon arrival Staff found flow coming into the plant at 120 gallons per minute causing the wet well level to rise higher than normal.

### **WATER SYSTEM**

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



chlorine as needed.

Staff responded to a request to turn water off due to a fire sprinkler leak. Staff responded and met onsite with the property manager and turned the water off. After doing so, it was discovered that the fire sprinklers are on a separate system and the fire sprinkler company was called out.

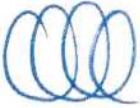
## **COMPLIANCE RECORD AND PLANT PERFORMANCE**

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

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

Sincerely,

**FLUID RESOURCE MANAGEMENT**



Carinna Butler  
Operations Manager

## **ATTACHMENTS**

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



# Avila Beach CSD Wastewater Treatment Facility

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

Month: MAY 2017

Date	Daily Flow (MGD)			Effluent Monitoring		
	Total	Max (gpm)	Avg (gpm)	Biweekly Total Coliform	Biweekly Fecal Coliform	Daily Chlorine Residual
1	0.046158	104	32			<0.02
2	0.041826	88	29	5	<2	<0.02
3	0.041272	88	29			<0.02
4	0.041380	83	29	<2	<2	<0.02
5	0.047104	95	33			<0.02
6	0.054407	103	31			<0.02
7	0.052335	105	36			<0.02
8	0.044644	94	31			<0.02
9	0.038664	90	27	<2	<2	<0.02
10	0.039820	87	87			<0.02
11	0.042756	93	30	<2	<2	<0.02
12	0.046712	114	32			<0.02
13	0.060910	112	42			<0.02
14	0.059472	107	42			<0.02
15	0.042217	95	29			<0.02
16	0.034637	83	26	<2	<2	<0.02
17	0.040408	107	28			<0.02
18	0.035826	109	27	<2	<2	<0.02
19	0.052932	114	32			<0.02
20	0.059427	116	44			<0.02
21	0.067472	111	47			<0.02
22	0.048388	100	33			<0.02
23	0.043114	108	30	2	<2	<0.02
24	0.040145	96	28			<0.02
25	0.038453	92	32	<2	<2	<0.02
26	0.051151	99	35			<0.02
27	0.072726	112	50			<0.02
28	0.081326	124	56			<0.02
29	0.069430	127	48			<0.02
30	0.045163	108	31	<2	<2	<0.02
31	0.043721	114	30			<0.02
Min	0.034637	83	26	<2	<2	<0.02
Mean	0.049161	103	36	<2	<2	<0.02
Max	0.081326	127	87	5	<2	<0.02
Total	1.523996	Effluent daily (dry weather) flow NTE 0.2 MGD (mean).				

Effluent and Influent Monitoring					
Date	Biweekly Effluent BOD (24 HC)	Biweekly Effluent TSS (24 HC)	Biweekly Influent BOD (24 HC)	Biweekly Influent TSS (24 HC)	Monthly Effluent Oil & Grease (Grab)
5/4/17	27	13	414	216	
5/7/17	39	31	546	344	
5/11/17	24	10	343	208	<5
5/14/17	41	30	370	376	
5/18/17	30	11	452	352	
5/21/17	33	20	473	396	
5/25/17	21	9	384	340	
5/28/17	36	29	431	444	
Min	21	9	343	208	<5
Mean	31	19	427	335	<5
Max	41	31	546	444	<5
BOD Removal: 92.6%			TSS Removal: 94.3%		

Effluent Monitoring				
Date	Weekly Set. Solids (Grab)	Weekly Turbidity (Grab)	Weekly pH (Grab)	Weekly Temp °F (Grab)
5/4/17	<0.1	23.3	6.4	70
5/11/17	0.1	16.5	6.4	69
5/18/17	<0.1	18.3	6.4	68
5/25/17	<0.1	13.5	6.7	66
Min	<0.1	13.5	6.4	66
Mean	<0.1	17.9	6.48	68
Max	0.1	23.3	6.7	70

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

Sludge Removal	
Date	Gallons (Est.)
5/9/17	4,500
5/23/17	4,500

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

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

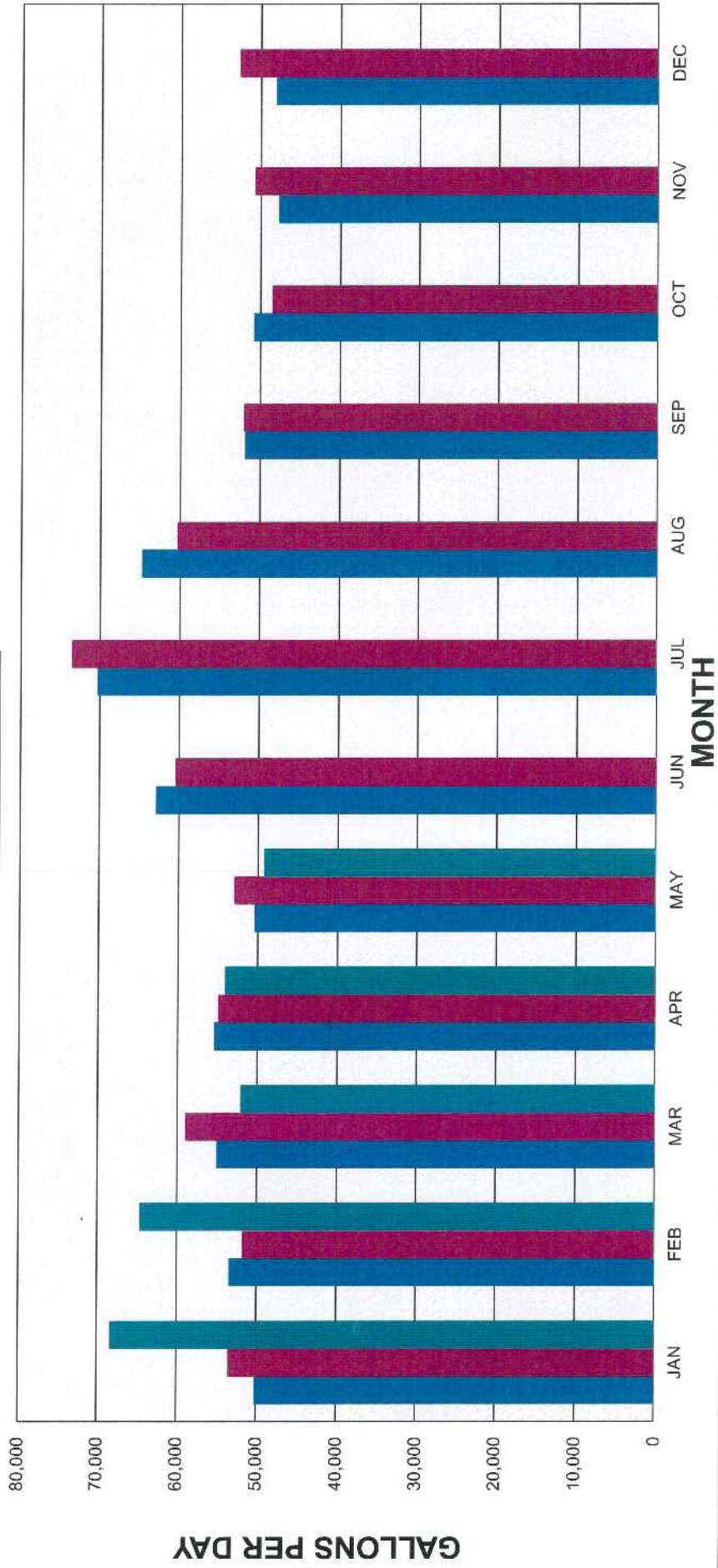
DATE: \_\_\_\_\_

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

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

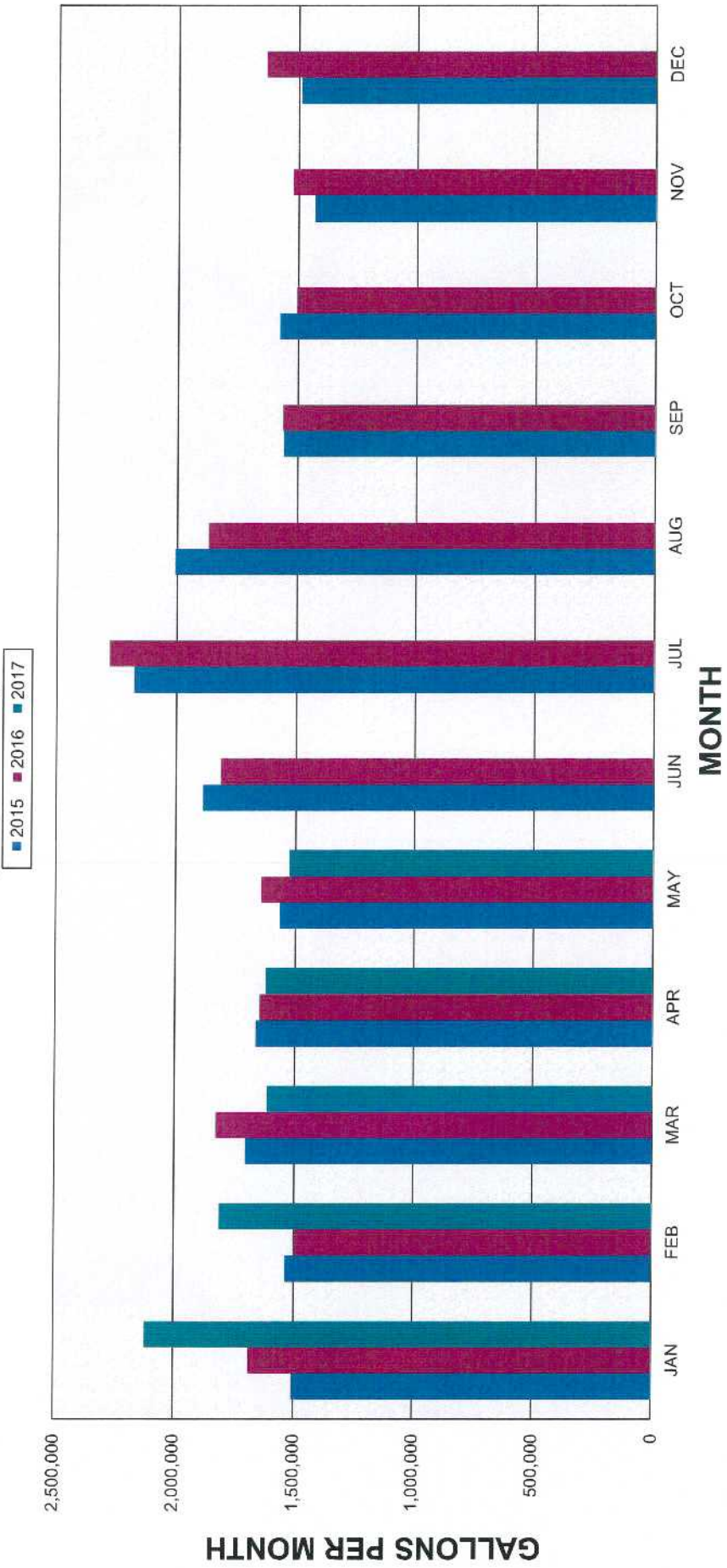
# ABCSD AVERAGE DAILY WWTP EFFLUENT FLOW (2015 - 2017)

■ 2015 ■ 2016 ■ 2017



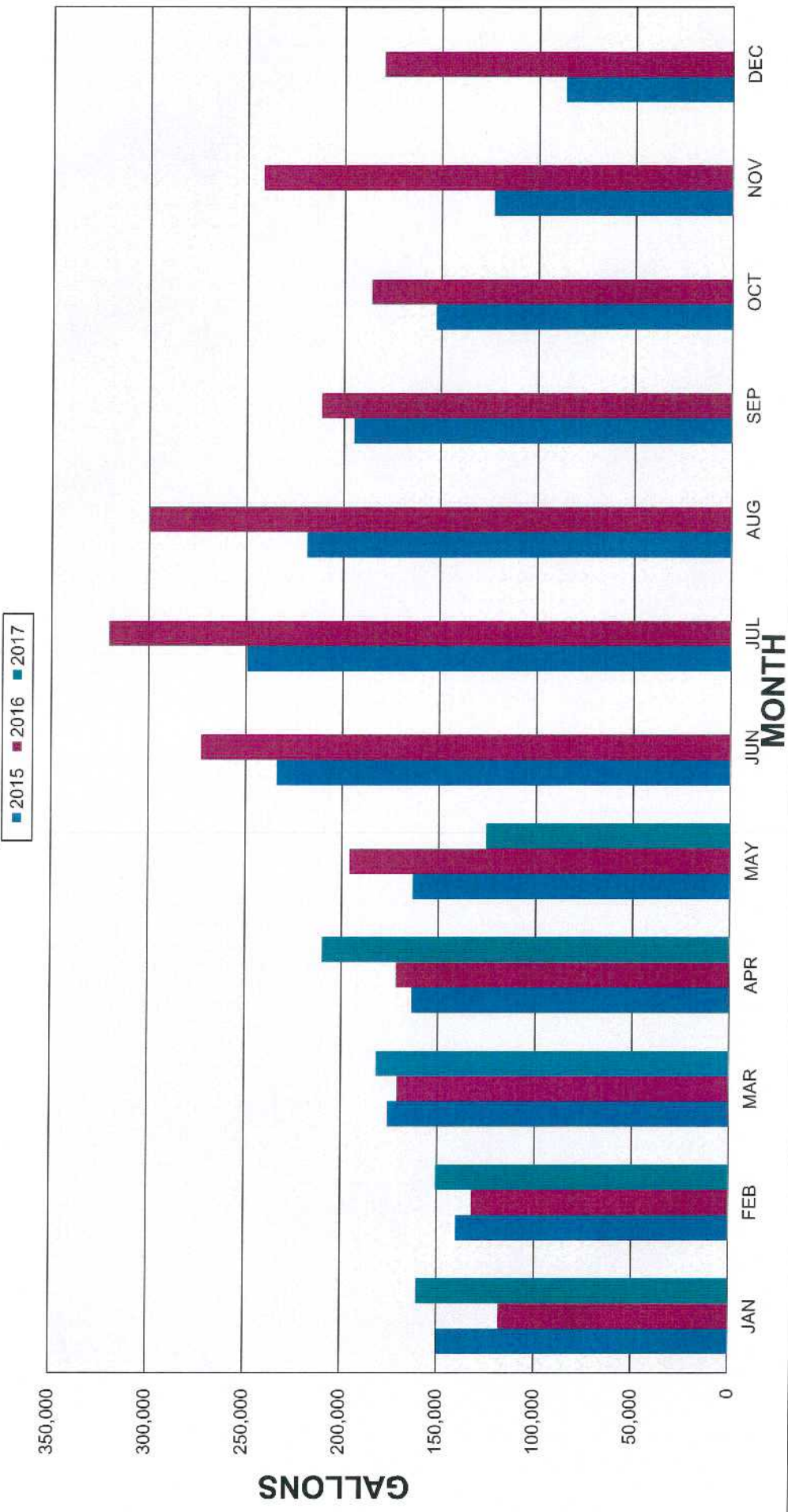


# ABCSD MONTHLY TOTAL WWTP EFFLUENT FLOW (2015 - 2017)



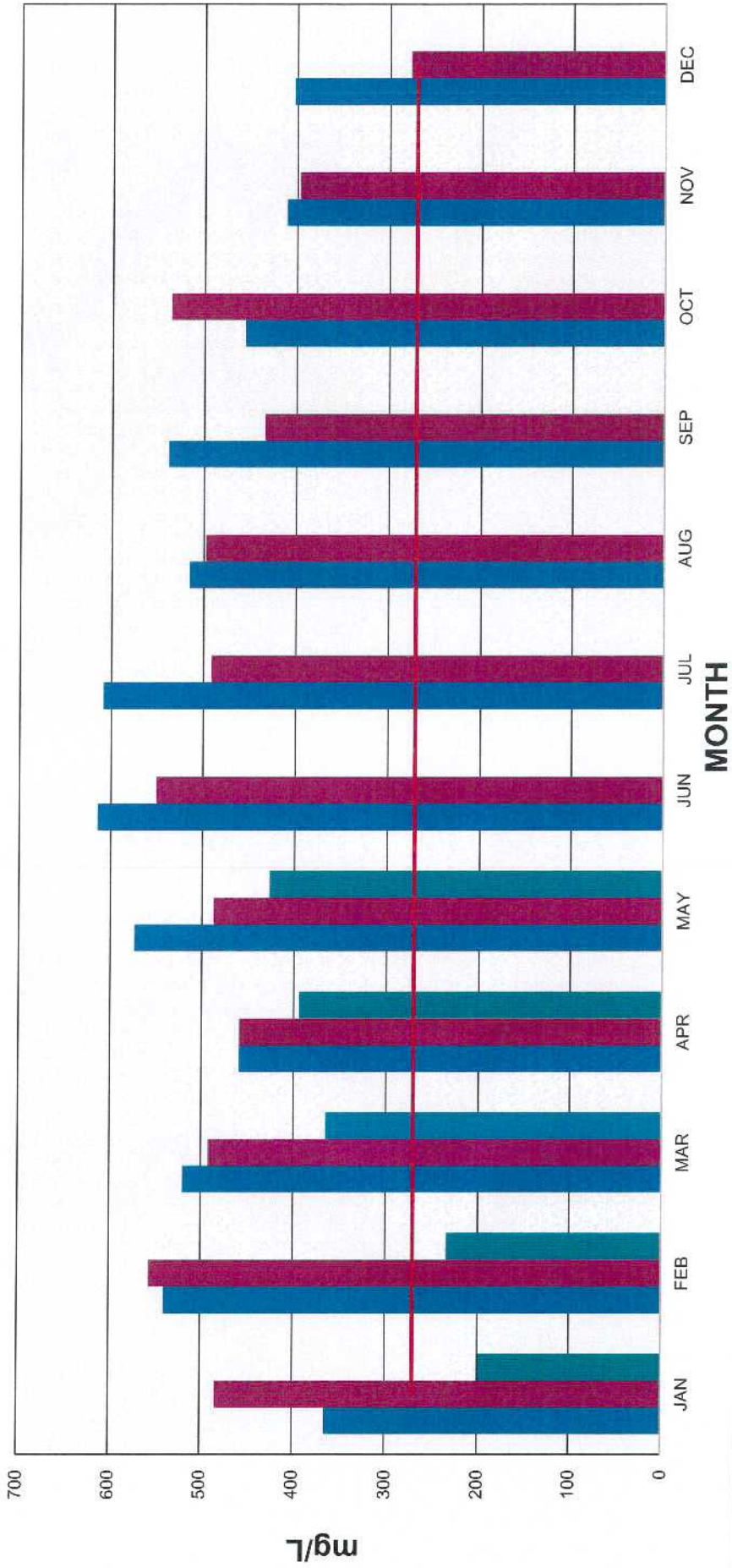


# PORT SAN LUIS MONTHLY TOTAL FLOW (2015 - 2017)



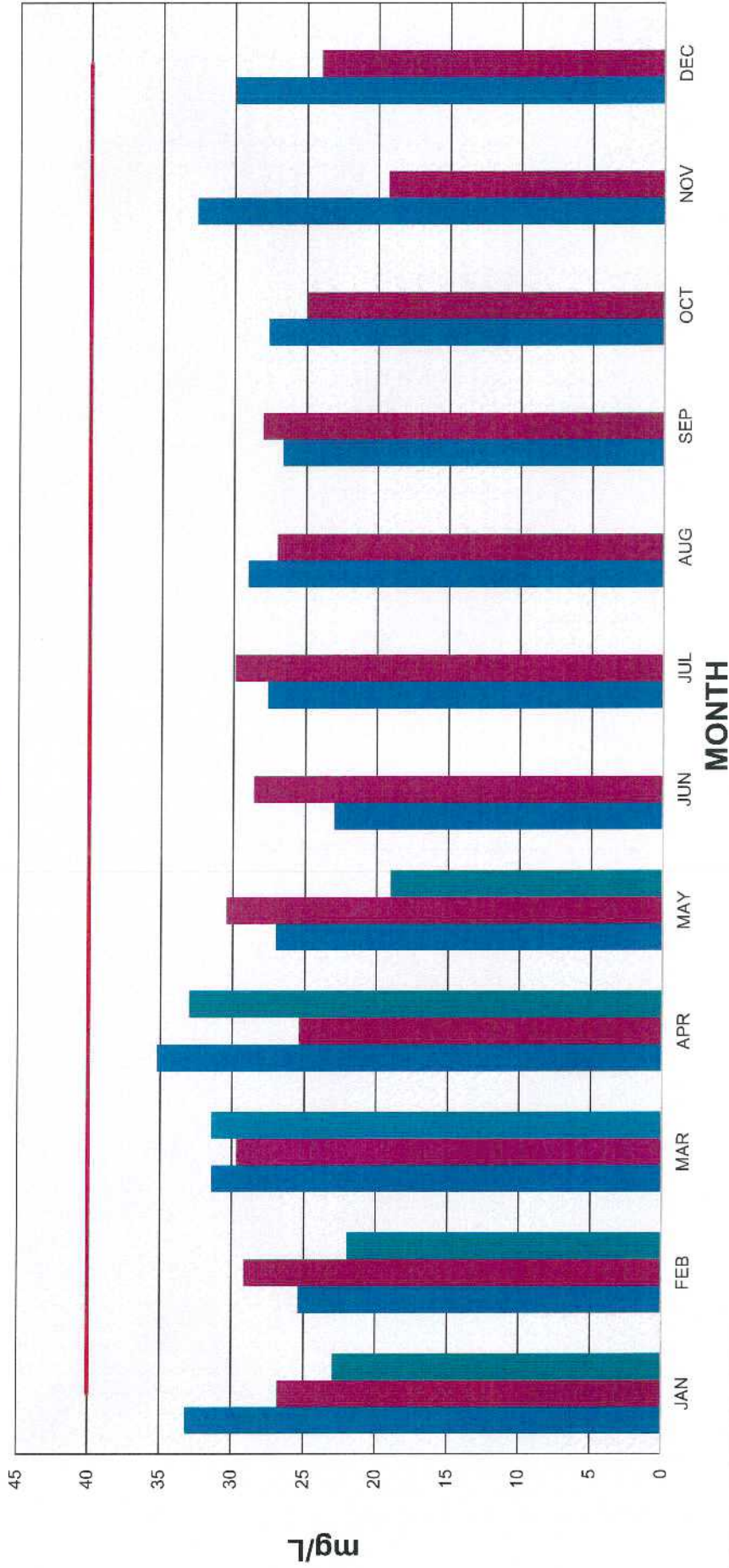
# ABCSD MONTHLY AVERAGE INFLUENT BOD (2015 - 2017)

■ 2015   
 ■ 2016   
 ■ 2017   
 — WWTP Design



# ABCSD MONTHLY AVERAGE EFFLUENT BOD (2015 - 2017)

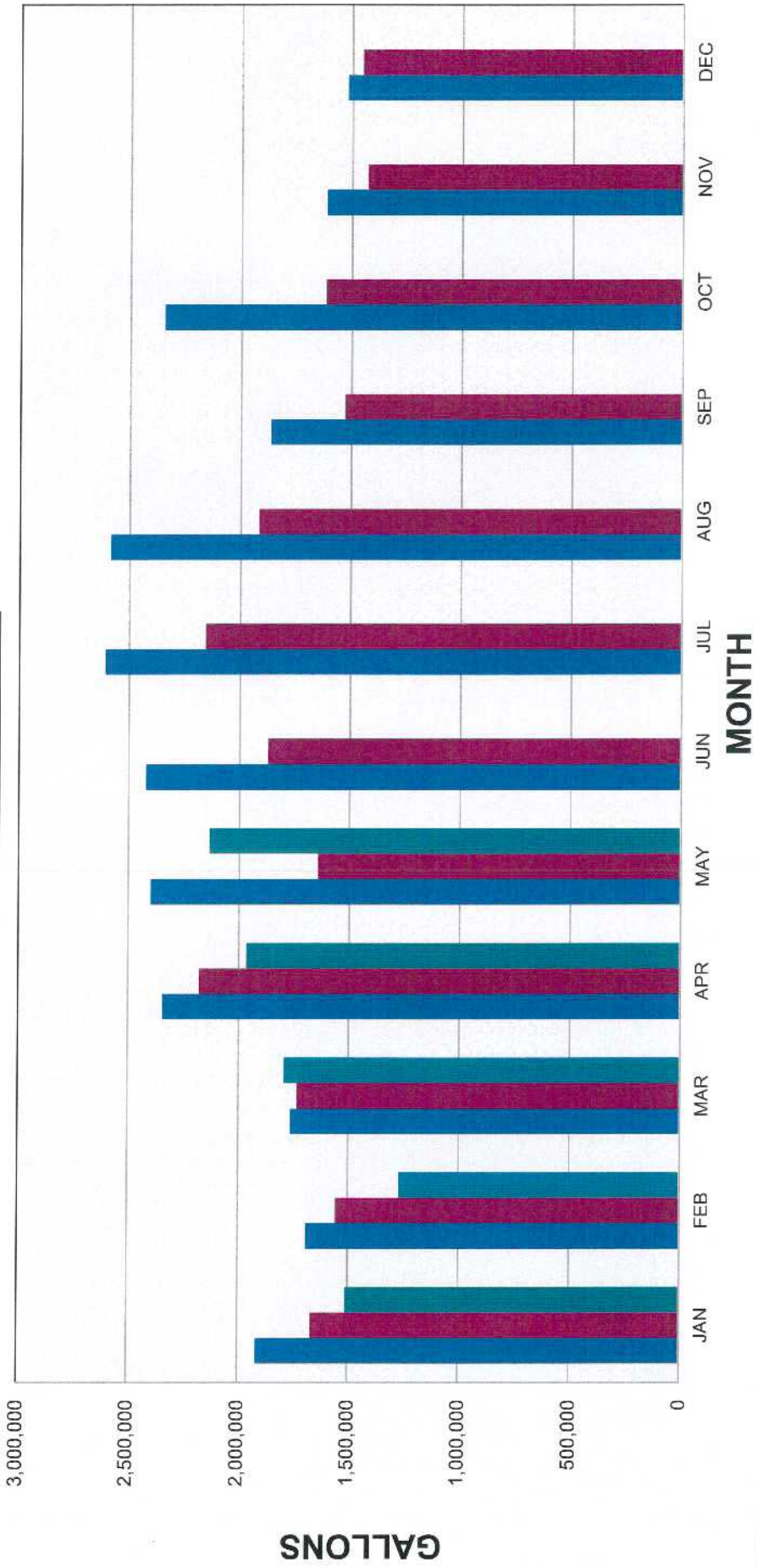
■ 2015   
 ■ 2016   
 ■ 2017   
 — 30 Day Average Limit





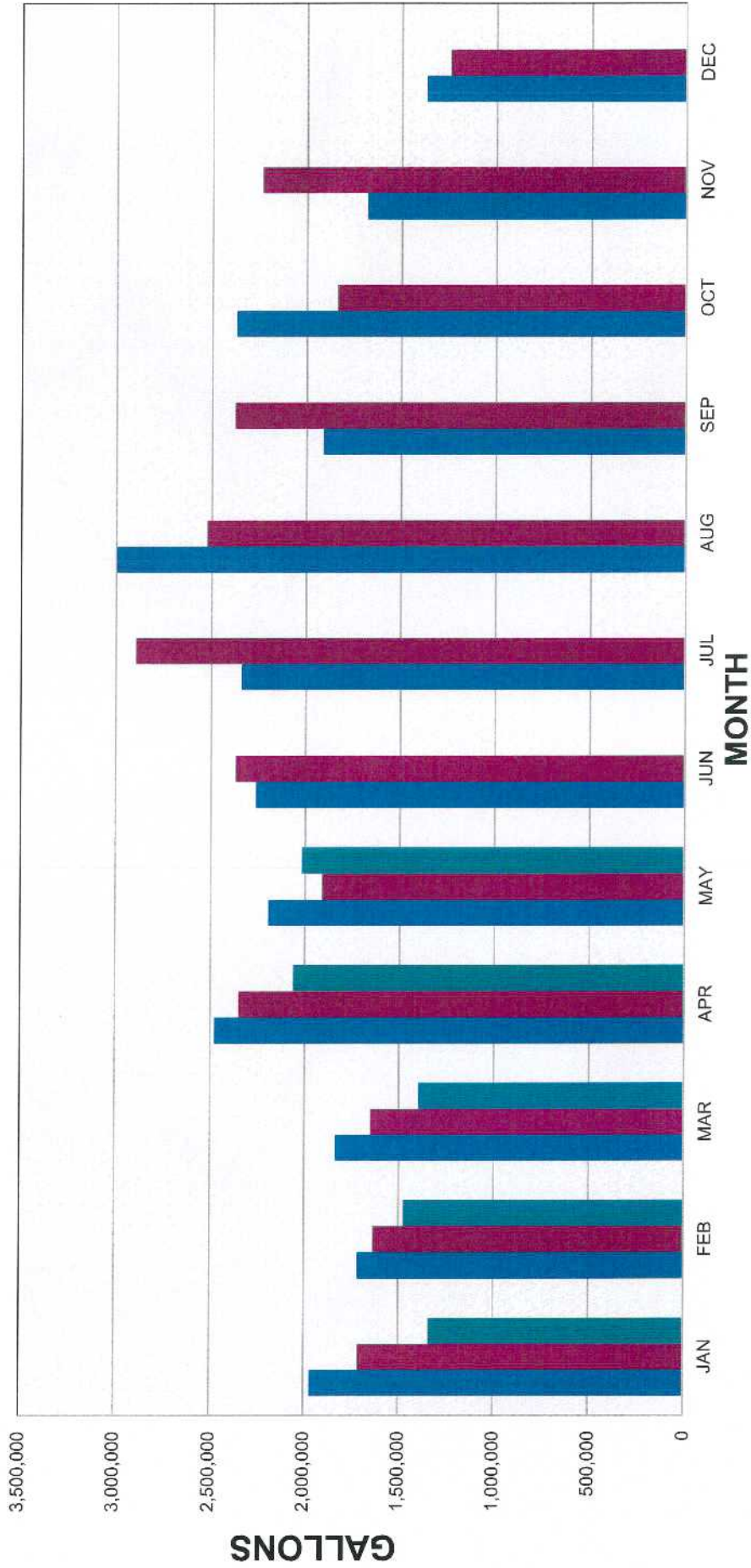
# ABCSD MONTHLY WATER PURCHASED FROM LOPEZ (2015 - 2017)

■ 2015 ■ 2016 ■ 2017



# ABCSD MONTHLY WATER SOLD (2015 - 2017)

■ 2015 ■ 2016 ■ 2017




**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: June 13, 2017

SUBJECT: Appointment of General Manager to the San Luis Obispo County Water Resources Advisory Committee

**Recommendation:**

Appoint the General Manager as the District Representative to the Water Resources Advisory Committee

**Discussion:**

The San Luis Obispo Water Resources Advisory Committee was formed to advise the County Board of Supervisors on policy decisions relating to the water resources of the County Flood Control and Water Conservation District. In addition, the Committee was formed to provide recommendations to the Board of Supervisors with regard to specific water resource and water conservation programs with recognition of the economic and environmental values of the programs. The Committee By-Laws are attached to this staff report.

The Committee has broad County-wide representation and County staff noted that the Avila Beach CSD had not designated a representation to the Committee. The purpose of this report is for the Board to consider appointing the General Manager as the District's primary representative.



**SAN LUIS OBISPO COUNTY FLOOD CONTROL  
AND WATER CONSERVATION DISTRICT  
WATER RESOURCES ADVISORY COMMITTEE  
BYLAWS**

**ARTICLE I Purposes of the Committee**

1. To advise the County Board of Supervisors concerning all policy decisions relating to the water resources of the San Luis Obispo County Flood Control and Water Conservation District. The Committee shall determine the needs and financial capabilities of the District with respect to water resources and upon deliberation shall convey their recommendations to the Board of Supervisors.
2. To recommend to the Board of Supervisors specific water resource and water conservation programs with recognition of the economic and environmental values of the programs. Further, to recommend to the Board of Supervisors other programs concerning the objectives and purposes of the San Luis Obispo County Flood Control and Water Conservation District Act.
3. To recommend methods of financing water resource programs.

**ARTICLE II Members**

1. Membership on the Committee shall be available to the following agencies or groups (agencies):
  - a. Each Incorporated City
  - b. Each Supervisorial District
  - c. Each Water Serving Independent Special District
  - d. Each Resource Conservation District
  - e. Atascadero Mutual Water Company
  - f. California Men's Colony
  - g. Camp San Luis Obispo
  - h. Cuesta Community College
  - i. Golden State Water Company
  - j. Rural Water Company
  - k. County Farm Bureau
  - l. Environmental At-Large (3 members)
  - m. Agriculture At-Large (2 members)
  - n. Development At-Large (1 member)
2. Each agency or group may have a member and an alternate.
3. Members (and alternates) for agencies shall be nominated by their agency and confirmed by the Board of Supervisors.
4. Members (and alternates) for the Supervisorial Districts shall be nominated by the Supervisor of that district and confirmed by the Board of Supervisors. Such

*Adopted August 28, 2012*

representatives shall reside in, and represent their District at the pleasure of the District's supervisor.

5. The two Agricultural At-Large members (and their alternates) shall be selected by the Board of Supervisors from applicants engaged in production agriculture. Their terms shall be for two years, to be replaced or reaffirmed in February of odd numbered years.
6. The three Environmental At-Large members (and their alternates) shall be selected by the Board of Supervisors from applicants with a record of membership in one or more environmental groups and/or independent environmental activism. Their terms shall be for two years, to be replaced or reaffirmed in February of odd numbered years.
7. The Development At-Large member (and alternate) shall be selected by the Board of Supervisors from applicants engaged in the building and construction industry. Preference shall be given to applicants that have written support from an organization that represents the home or commercial building industry. Their terms shall be for two years, to be replaced or reaffirmed in February of odd numbered years.
8. Members are encouraged to provide an update on water resource issues relevant to their group or agency at least once per year.
9. Three successive unexcused absences of a member without notifying the Committee, if no alternate is representing the member, shall be cause for the member to be dropped from the Committee and the member's agency shall be notified and nomination of a new representative requested.
10. This Committee shall comply with all applicable laws, including the Ralph M. Brown Act.
11. Members and alternates serve at the pleasure of the Board of Supervisors.

### **ARTICLE III Meetings**

1. Meetings shall be held on the first Wednesday of each month except for July and August. If a majority vote of members present in a regular meeting approve, the July and/or August meeting may be held, and any regular meeting may be postponed if it would fall on a holiday.
2. Meetings shall begin at 1:30 p.m. and shall continue for no more than two hours unless extended time is approved by a majority vote.
3. The Chairperson, or the Vice Chairperson in the Chairperson's absence, may call a Special Meeting after proper notification of the Committee members. Proper notification shall be deemed to have been met if such notification is written and is delivered personally, by mail, by email with a confirmation receipt, or by direct contact by telephone at least 24 hours in advance of the scheduled meeting.
4. Meetings may be canceled by vote of the committee in a meeting. If there are insufficient items to justify a meeting it may be canceled by agreement between the Chairperson and Secretary. Notice of canceled meetings shall be the same as for special meetings.
5. Ten members, or their alternates in their absence, shall constitute a quorum.

## WRAC BYLAWS

Page 3 of 3

6. Any decision or recommendation to the Board of Supervisors shall require a majority vote by Committee members present, or their alternates, for passage.
7. Every member agency shall have one vote. This vote may be cast by the member or the alternate.
8. Meetings shall be open to the public and members of other governmental agencies. Visitors may express opinions or make requests during public comment. The Chairperson may open and close the meeting to public comment.

### **ARTICLE IV Officers**

1. Officers of the Committee shall consist of the Chairperson, Vice-Chairperson and Secretary.
2. The Chairperson and Vice-Chairperson of the Committee shall be selected from the members of the Committee and elected by a majority vote of the members present. The Secretary shall be County Public Works staff assigned annually by the County Public Works Department Director.
3. Election of Officers shall be done annually at the March meeting of the Committee.
4. Vacated elected offices shall be filled by election/appointment by the Committee. The Vice-Chairperson shall assume the Chairpersonship in the event of absence of the Chairperson.

### **ARTICLE V Administration**

1. The Secretary, in cooperation with the Chairperson, shall prepare the agenda for each regular and special meeting of the WRAC. Any WRAC member may contact the Secretary and Chairperson and request that an item be placed on the regular meeting agenda no later than 4:30 p.m. twelve calendar days prior to the applicable meeting date. Such a request must be also submitted in writing either at the time of communication with the Secretary or delivered to the County Public Works Department within the next working day. Consideration of the request by the Secretary, in cooperation with the Chairperson, for inclusion on the agenda will be limited to include review for consistency with District and Board of Supervisors priorities, the mandate of the WRAC, and available time.
2. The Chairperson, in cooperation with the Secretary, shall prepare an Annual Report for review by the WRAC no later than the March meeting date. The Annual Report shall include a summary of WRAC activities, actions and outcomes for the previous year, and current status of continuing efforts. The Annual Report shall be forwarded to the Board of Supervisors after review by the WRAC.
3. Bylaws shall be reviewed biannually for recommended updates or more often if requested by the Board of Supervisors.


*Adopted August 28, 2012*



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

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: June 13, 2017

SUBJECT: Results of 2017 Sanitary Sewer Management Plan (SSMP) Audit

Recommendation:

Staff recommends the Board:

- 1) Receive this Staff Report;
- 2) Review SSMP Audit Findings/Recommendations;
- 3) Direct staff to implement the Audit Recommendations summarized in the attached Table

Discussion:

In 2006 the State Water Resources Control Board (SWRCB) adopted Water Quality Order No. 2006-0003-DWQ, requiring all public wastewater collection system agencies in California with greater than one mile of sewers to be regulated under General Waste Discharge Requirements (WDR). The SWRCB action mandated the development of a Sewer System Management Plan (SSMP) and the reporting of Sanitary Sewer Overflows (SSO) using an electronic reporting system. On February 20, 2008 the SWRCB Adopted Order No. WQ 2008-0002-EXEC which revised the monitoring, reporting, and records keeping requirements for SSOs.

The District adopted its first SSMP on September 14, 2010. The current SSMP and subject of this Audit, is Revision 3, dated April 2014. SSMPs inform and direct the operation and maintenance of the sanitary sewer system and documents plans to conduct long-term capital improvement projects. These plans are “living documents” that require regular review and update to ensure they document the current practices of operations and management staff.

**SSMP Audit Results**

District staff collaborated with Operations and Maintenance staff to conduct the SSMP audit. The SSMP Audit findings and recommendations are attached to the Staff Report. Staff recommends that the Board receive the SSMP Audit results and direct District staff to update and revise the SSMP in accordance with the Audit Recommendations.

## AUDIT BENCHMARKS

In keeping with previous SSMP program audits, the benchmarks used to demonstrate performance effectiveness are outlined in Table 1.

**Table 1: 2017 Avila Beach SSMP Audit Ranking System**

Benchmark Ranking	Ranking Basis
In Compliance	All requirements specified in the section are met.
Substantial Compliance	The majority of requirements are met.
Partial Compliance	Half of the requirements stated are met.
Marginal Compliance	Less than half of the requirements are met.
Out of Compliance	None of the requirements are met.

## SSMP AUDIT PARTICIPANTS AND SCHEDULE

The SSMP Audit Report assesses the effectiveness of District's SSMP Revision 3, dated April 2014, and compliance with the SSSWDR Section D.13 requirements. The audit is required to identify deficiencies, if any, in the SSMP and identify steps to correct them. The audit was conducted by:

- Krista Ackermann  
*Compliance Specialist – Fluid Resource Management*

Staff participating in the audit were:

- Brad Hagemann  
*General Manager – Avila Beach Community Services District*
- Mike Wentzel  
*Chief Plant Operator – Fluid Resource Management*
- Carinna Butler  
*Operations Manager – Fluid Resource Management*

The audit schedule is outlined in Table 2.

**Table 2: 2017 Avila Beach SSMP Audit Schedule**

Date	Description of Work	Completed By
March 2017	Review SSMP records, prepare draft audit report with recommendations	Krista Ackermann
April 2017	Review draft audit report; make corrections as needed	Carinna Butler Mike Wentzel Brad Hagemann
May 2017	Present audit report for board review and adoption	Brad Hagemann ABCSD Board
June 2017 – June 2018	Update SSMP; implement other recommendations from audit report	ABCSD Staff and Contractors

## AUDIT SUMMARY

The SSMP Audit results in a finding that the Avila Beach CSD SSMP dated April 2014 is in compliance or substantial compliance with eight out of eleven subsections of SSSWDR Section D.13 and has been in partial compliance with the three remaining subsections. The District has been substantially effective in implementation of the SSMP. A summary of these findings is presented in the Table 3 below:

**Table 3: Summary of Avila Beach CSD 2017 SSMP Audit Findings**

<b>SSSWDR Section D.13</b>	<b>SSMP Compliance with Required Subsection</b>	<b>District Effectiveness in Implementation of SSMP Subsections</b>	<b>Recommendations</b>
<b>1. Goals [SSSWDR D.13(i)]</b>	<b>Substantial Compliance</b>	The District is effective in demonstrating progress on the goals stated in its SSMP.	Review/revise District SOP's by June 2018; update Goals 3-5 by the end of 2017.
<b>2. Organization [SSSWDR D.13(ii)]</b>	<b>Partial Compliance</b>	The District contact and organization information is significantly outdated.	Update the Organization section by the end of September 2017.
<b>3. Legal Authority [SSSWDR D.13(iii)]</b>	<b>In Compliance</b>	The District possesses the legal authority to implement the SSMP through the sewer ordinances outlined in the plan.	Update the Legal Authority section as appropriate when new sewer ordinances are issued.
<b>4. Operations and Maintenance [SSSWDR D.13(iv)]</b>	<b>Partial Compliance</b>	This section must be updated to remove references to GIS use for maintaining update maps and tracking preventative maintenance.	Update the Operation and Maintenance Section by June 2018.
<b>5. Design and Performance Standards [SSSWDR D.13(v)]</b>	<b>In Compliance</b>	This section reflects that the District uses the most current San Luis Obispo County Public Works Standards for design, installation, repair, and inspection of all sewer system components.	N/A



SSSWDR Section D.13	SSMP Compliance with Required Subsection	District Effectiveness in Implementation of SSMP Subsections	Recommendations
6. <b>Overflow Emergency Response Plan</b> [SSSWDR D.13(vi)]	<b>Substantial Compliance</b>	The SSO response procedure outlined in the SSMP is too specific and does not apply to all spills; training records for EOPs were not complete for 2015-2016.	Update the District Emergency Operating Procedures by the end of 2017; update the Overflow Emergency Response Plan Section by the end of June 2018.
7. <b>Fats, Oils, and Grease (FOG) Control Program</b> [SSSWDR D.13(vii)]	<b>In Compliance</b>	The District was effective in the implementation of this requirement, although some portions of the SSMP FOG section are outdated.	Included updated summary of FOG inspections and violations; provide FOG billing inserts to consumers by the end of June 2018.
8. <b>System Evaluation and Capacity Assurance Plan</b> [SSSWDR D.13(viii)]	<b>Substantial Compliance</b>	The 2006 Avila Beach CSD Wastewater Master Plan and 2010 Avila Beach CSD Wastewater Master Plan update are included in the SSMP as evidence of the SECAP. No formal I/I study has been conducted since 2006.	The District should complete the I/I analysis after the wet rain year of 2016-2017 to determine if a system-wide wet weather capacity analysis is necessary.
9. <b>Monitoring, Measurement, and Program Modifications</b> [SSSWDR D.13(ix)]	<b>Substantial Compliance</b>	The District has only had one SSO since 2014 and informally monitors elements of the SSMP through monthly coordination meetings. However, performance indicators have not been formally or regularly reviewed to assess SSO trends or the success of the preventative maintenance program.	The District should conduct an annual review of specific sections of the SSMP and reevaluate the performance indicators in Table 9-1 by June 2018. Table 9-1 should be updated with data from mid-2014 forward by the end of January 2018.

<b>SSSWDR Section D.13</b>	<b>SSMP Compliance with Required Subsection</b>	<b>District Effectiveness in Implementation of SSMP Subsections</b>	<b>Recommendations</b>
<b>10. SSMP Audits [SSSWDR D.13(x)]</b>	<b>Partial Compliance</b>	The biannual audit was due in 2016 but was not conducted until March 2017.	Conduct the next Audit by the end of March 2019. SSMP sections subject to frequent outdateding should be reviewed and updated annually.
<b>12. Communications [SSSWDR D.13(xi)]</b>	<b>Substantial Compliance</b>	The District was effective in implementing the majority of the items in this section. The current SSMP was not posted on the District website and there was no evidence of promoting SSO awareness at community events since 2014.	Review/update the Communications section of the SSMP, distribute educational SSO/FOG billing inserts to residents, update the District website, and update the Board by the end of June 2018.

The following sections of this report describe these deficiencies in detail and address future additions and updates the District is required to make to its SSMP. The above list of updates is a summary and is not intended to replace the detailed Deficiencies identified in the SSMP Audit Report. The entire SSMP Audit Report recommendations are required to be implemented in a reasonable time frame to ensure compliance with the SSSWDR Orders.





**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager



DATE: June 13, 2017

SUBJECT: Resolution No. 2017-02 Recognizing Ken San Filippo's Service to the Avila Beach Community Services District

**Recommendation:**

Adopt Resolution No. 2017-02 Recognizing Ken San Filippo's service to the Avila Beach Community and the Community Services District.

**Discussion:**

The Board and the Community wish to express their gratitude and recognition of a person making substantial and outstanding contributions to the community of Avila Beach. Resolution No. 2017-02 is presented for the Board's consideration in recognition of the dedicated service provided to the Community of Avila Beach by Ken San Filippo.

**AVILA BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION No. 2017-02  
RESOLUTION COMMENDING DIRECTOR KEN SAN FILIPPO  
FOR SERVICE TO THE AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

**WHEREAS, KEN SAN FILIPPO** has served the Avila Beach Community Services District since 2015 as a Director of the Board and;

**WHEREAS, KEN SAN FILIPPO** was effective in providing consistent vision to the District, as the community has developed and changed; and

**WHEREAS, KEN SAN FILIPPO** served the District on the Finance Committee, and provided his expertise in upgrading to the District's fund management; and

**WHEREAS, KEN SAN FILIPPO** served the District on the Drought Committee, leading the Avila community in water conservation awareness water; and

**WHEREAS, KEN SAN FILIPPO** has earned the respect and admiration of his colleagues and the community for his continuing dedication and service to the community of Avila Beach; and

**WHEREAS, KEN SAN FILIPPO** has represented the interests of the District during his service on the Avila Valley Advisory Committee;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Avila Beach Community Services District, San Luis Obispo County, California, as follows:

That the Avila Beach Community Services District does hereby recognize and commend,

**KEN SAN FILIPPO** for his years of dedicated leadership and commitment as a Director for the Avila Beach Community Services District and adopts this Resolution as a public statement of their recognition.

**UPON MOTION** of Director \_\_\_\_\_ seconded by Director \_\_\_\_\_ and on the following roll call vote to wit:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The foregoing Resolution is hereby adopted this 13<sup>th</sup> day of June 2017.

\_\_\_\_\_  
Peter Kelley, President


\_\_\_\_\_  
Brad Hagemann, Secretary

**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: June 13, 2017

SUBJECT: Fats, Oils and Grease (FOG) Program Services, Consider Awarding a Contract to Wallace Group Consulting Engineers

Recommendation:

Staff recommends the Board authorize staff to enter in to an agreement with Wallace Group to provide FOG Program Services for FY 2017-18.

Funding:

The FY 2017-18 proposed Budget includes a \$6,000 line item to fund the District's on-going Fats, Oils and Grease Program Services.

Discussion:

The District's wastewater collection system Sanitary Sewer Management Plan requires the District to implement an active FOG program to minimize sanitary sewer overflows caused by or exacerbated by accumulated FOG in the collection system. The scope of services for the program generally includes:

- Routine inspection of restaurant's grease control devices
- Issuance of Permits to the restaurants
- Assistance with public outreach and enforcement (if needed)
- Preparation of monthly status reports

Wallace Group has historically provided FOG program services for the District and they provide FOG services to several local municipalities including City of Arroyo Grande, City of Grover Beach and the City of Buellton. Wallace Group has done a commendable job on the program to date and staff recommends retaining Wallace Group to provide FOG program services for FY 2017-18.



March 23, 2017

Brad Hagemann  
Avila Beach Community Services District  
191 San Miguel Street  
Avila Beach, California 93424

Subject: FOG Control Program Services FY 2017-2018

Dear Mr. Hagemann:

Wallace Group appreciates the opportunity to provide you with our proposal for Public Works Administration services for the above referenced project. Based on our discussion, the following Scope of Services has been prepared for your consideration:

### PROJECT UNDERSTANDING

The Avila Beach CSD (District) requires regulatory compliance services for administration and inspection for their existing FOG Program. The District's FOG Program consists of permitting, semi-annual inspections, and follow-up on non-compliance with approximately 12 food service establishments (FSEs). The District requested Wallace Group to prepare a proposal for a SSMP Audit and management of the FOG Control program for the 2017/2018 Fiscal year.

### SCOPE OF SERVICES

#### FOG Program Management

Wallace Group will perform FOG permitting, inspections, and re-inspections for the District's FSEs for the 2017/2018 fiscal year upon notification from the District to start work and receipt of a signed notice-to-proceed.

The FOG Program is an element of the District's Sewer System Management Plan (SSMP) which is a requirement of the Statewide General Waste Discharge Requirement 2006-0003-DWQ enacted by the State Water Resources Control Board. The FOG program will include:

1. Semi-annual inspection of approximately 12 FSEs.
2. Performance of re-inspections when needed to assist in FSE compliance.
3. Assistance with enforcements of significant violations.
4. Re-permitting of all FSEs enrolled in the FOG Program.
5. Permitting of new FSEs that opened for business in 2017/2018 fiscal year and removal from the FOG Program of those FSEs that have closed.
6. Issuance of monthly FOG program status reports.

#### Deliverables:

- Electronic copies of all inspection reports (PDF format)
- Electronic copies of FOG inspection procedure updates as applicable
- Electronic copies of all permit applications and permits issued (PDF format)



CIVIL AND  
TRANSPORTATION  
ENGINEERING

CONSTRUCTION  
MANAGEMENT

LANDSCAPE  
ARCHITECTURE

MECHANICAL  
ENGINEERING

PLANNING

PUBLIC WORKS  
ADMINISTRATION

SURVEYING /  
GIS SOLUTIONS

WATER RESOURCES

WALLACE GROUP  
A California Corporation

612 CLARION CT  
SAN LUIS OBISPO  
CALIFORNIA 93401

T 805 544-4011  
F 805 544-4294

[www.wallacegroup.us](http://www.wallacegroup.us)



- Monthly reporting of FOG Inspection program status (PDF format)
- Electronic copies of updated outreach materials provided to FSEs as applicable (PDF format)
- Electronic copies of updated outreach materials for residential FOG education as applicable (Word format)
- Electronic copies of updated FOG Inspection Procedures (PDF format)

## SCHEDULE

FOG Inspections will be conducted at 6 month intervals with re-inspections occurring based on the status of each FSE's compliance status. All FSE FOG Permits will be issued for a 3 year period.

## TO BE PROVIDED BY THE CLIENT

- Verification of current list of FSE's.

## PROJECT FEES

The project fees are shown allocated by task to indicate our expected distribution of work. However, the task fee allocations are not individual contract limits.

### FOG Program Management

Due to the variability of FSEs, and re-inspections during the year, Wallace Group will perform the services denoted in the proposed Scope of Services on a time and materials basis. For budgeting purposes, our preliminary estimate is that our fees will be \$5,300. These estimates reflect the cost for program administration and to have one (1) inspector perform each inspection and re-inspection. These services will be invoiced monthly on an accrued basis in accordance with the attached Schedule of Fees (Exhibit A). Reimbursables are included in the time and materials estimated fee amount stated above.

### Cost Breakdown

Task	Estimated Cost
Project Management	\$340
Bi-Annual Inspections	\$2,350
Re-inspections	\$1,050
Permitting	\$860
End of Month Reports	\$550
Reimbursables	\$150
<b>Total</b>	<b>\$5,300</b>

At your request, additional services to the Scope of Services will be performed by Wallace Group following the signature of our Contract Amendment or the initiation of a new contract.



## TERMS AND CONDITIONS

In order to convey a clear understanding of the matters related to our mutual responsibilities regarding this proposal, the attached Standard Terms and Conditions (Exhibit B) are considered a part of our proposal agreement. If this proposal meets with your approval, please sign where indicated and return one original to our office, which will serve as our notice-to-proceed.

We want to thank you for this opportunity to present our proposal for professional services. If you would like to discuss this proposal in greater detail, please feel free to contact me or Glenn Rider.

Sincerely,

WALLACE GROUP, a California Corporation

TERMS AND CONDITIONS ACCEPTED:



Bill Callahan  
Director of Public Works Administration  
612 Clarion Court  
San Luis Obispo  
California 93401  
T 805 544-4011  
F 805 544-4294  
www.wallacegroup.us

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Attachments  
sr: PP17-6037; 2017; short  
Exhibit A  
Exhibit B

THIS PROPOSAL IS VALID FOR 60 DAYS FROM THE DATE OF THIS DOCUMENT.



Exhibit A  
Standard Billing Rates



**Public Works Administration Services:**

Project Analyst I - IV.....	\$ 95 - \$140
Senior Project Analyst I - III .....	\$145 - \$155
Senior Environmental Compliance Specialist I - III .....	\$158 - \$166
Director .....	\$170

**Support Services:**

Office Assistant .....	\$ 60
Project Assistant I - III .....	\$ 75 - \$ 85

**Additional Professional Services:**

Fees for expert witness preparation, testimony, court appearances, or depositions will be billed at the rate of \$300 an hour. As authorized in advance by the Client, overtime on a project will be billed at 1.5 times the employee's typical hourly rate.

**Direct Expenses:**

Direct expenses will be invoiced to the client and a handling charge of 15% may be added. Sample direct expenses include, but are not limited to the following:

- travel expenses
- sub-consultant services
- agency fees
- delivery/copy services
- mileage (per IRS rates)
- other direct expenses

**Invoicing and Interest Charges:**

Invoices are submitted monthly on an accrued cost basis in accordance with this Fee Schedule. A finance charge of 1.5% per month may be assessed on all balances that are thirty days past due.

**Right to Revisions:**

Wallace Group reserves the right to revise this Schedule of Fees on an annual basis, personnel classifications may be added as necessary.

**Exhibit B**  
**Terms and Conditions**

*Client and Consultant agree that the following provisions shall be part of their agreement:*

**Billings/Payments:** Accrued fees and direct charges will be billed monthly by the Consultant and shall be due at the time of billing unless otherwise specified in this agreement. Failure of Client to make full payment within 30 days of the date of invoice, the Consultant may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice.

**Ownership of Documents:** All documents produced by the Consultant under this agreement shall remain the property of the Consultant and may not be used by the Client for any other endeavor without the written consent of the Consultant.

**Electronic Media:** Because CADD information stored in electronic form can be modified by other parties, intentionally or otherwise, Client agrees to indemnify and hold harmless and indemnify Consultant from all claims and expenses arising out of the modification or use of these materials.

**Document Reuse:** Client agrees not to reuse Consultant's drawings, specifications, or other related documents without Consultant's written consent. In the event that changes are made to the plans and specifications by the Client, his agents, or employees, the Client agrees to hold harmless and indemnify Consultant for any and all liability arising out of or resulting from such changes.

**Indemnification:** The Consultant shall indemnify and save harmless Client, including their officers, employees, affiliates, parent and subsidiaries, from and against any and all liability, claims, suits, losses, damages, costs, expenses, reasonable attorney's fees, or liability to the extent arising out of or resulting from any negligent acts, errors or omissions of Consultant, and its officers, employees, agents or sub consultants arising out of or in connection with Consultant services to be performed under this agreement.

The Client shall indemnify and save harmless Consultant, including their officers, employees, affiliates, parent and subsidiaries, from and against any and all liability, claims, suits, losses, damages, costs, expenses, reasonable attorney's fees, or liability to the extent arising out of or resulting from any negligent acts, errors or omissions of Client, and its officers, employees, agents or sub consultants arising out of or in connection with services to be performed under this agreement.

**Certifications:** Consultant shall not be required to execute any document that would result in its certifying, guaranteeing or warranting the existence of conditions whose existence the Consultant cannot ascertain.

**Dispute Resolution:** Any claims or disputes made during design, construction or post-construction between the Client and Consultant shall be submitted to non-binding mediation. Client and Consultant agree to include a similar mediation agreement with all contractors, subcontractors, subconsultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution between all parties.

**Retention:** If any portion of CONSULTANT'S fee is held in retention, such amount shall be released within thirty days after invoicing for completion of corresponding services. Interest shall be paid at the rate of 1.5% per month on any retention amounts not paid within this thirty-day period.

**Attorneys' Fees:** In the event any litigation arising from or related to this Agreement or the services provided under this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party all reasonable costs incurred including staff time, court costs, attorneys' fees and all other related expenses in such litigation.

**Limitation of Liability:** In recognition of the relative risks, rewards and benefits of the project to both the Client and Consultant, the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, the Consultant's total liability to the Client for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement from any cause or causes, shall not exceed the sum of the Consultant's fees or \$50,000, whichever is greater. Such causes include, but are not limited to, the Consultant's negligence, errors, omissions, strict liability, or breach of contract.

**Termination of Services:** The agreement may be terminated by the Client or the Consultant should the other fail to perform its obligations hereunder. In the event of termination, the Client shall pay the Consultant for all services rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses.


*This agreement shall be governed by and construed in accordance with the laws of the State of California.*

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

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: June 13<sup>th</sup>, 2017

SUBJECT: 2017 Annual Weed Abatement Program.

Recommendation:

Review the attached procedures and consider Adopting Resolution No. 2017-03 Declaring Weeds, Dry Grass and Trash to be a Nuisance and provide for Abatement. Set July 11<sup>th</sup>, 2017, as the Public Hearing to hear any objections to the required clearance and to coordinate with CAL Fire for their participation.

Discussion:

Each year the District coordinates an Annual Weed Abatement Program in the community to ensure that weeds, dry grass and trash are cleaned up and do not pose a fire hazard. Due to the amount of rain this season, it is anticipated that a significant number of parcels in town may require posting and cleanup. Most property owners have complied with the posting and have cleaned the posted lots in a timely manner. Attached to this staff report are the Weed Abatement procedures sent out with the May 1, Water and Sewer bill; and Resolution No. 2017-03.



# 2017 WEED ABATEMENT PROCEDURE

REVISED 5/17

1. Reminder notices were sent out with water bills reminding residents of the need for weed abatement. May 1<sup>st</sup>, 2017. See notice immediately below:

- 2.

## **WEED ABATEMENT TIME**

**It is once again time for the Fire Department to inspect for fire dangers that may exist in our community.**

**Please take a moment of your time to be certain that your property is safe from fire hazards.**

3. Adopt Resolution (June 13<sup>th</sup>, 2017) declaring weeds to be a nuisance and setting the hearing date for July 11, 2017.
4. Fire Department posts notices to DESTROY WEEDS AND TRASH. Owners are given 15 days, or until the hearing date (July 11, 2017) to comply. (Property is posted following June meeting by CalFire team)
5. Letters sent to all posted properties, notice published in newspaper. (Immediately after posting of lots. Letters to be sent by June 25, 2017).
6. At the Regular Board Meeting on July 11, 2017 a public hearing is held, and, barring any objections, a **second resolution** is passed ordering abatement of those lots not cleared. Fire Chief signs certificate of posting. (July 25, 2017).
7. After hearing and second resolution on August 8th, 2017, lots that have not been cleared by owners are cleared by the District, or its contractor. Private contractors bid on the lots to be cleared. The owner is billed actual costs plus administration fee to be set by Directors. (Previously \$35.00 or 25% of fee whichever is greater.) Lots to be cleaned before July 20, 2017.
8. Bills sent to owners. No later than July 30, 2017.
9. If necessary, a third resolution is passed on August 14, 2017 to have unpaid costs placed on owners' property tax bills and for the County to include our costs on those bills.

**AVILA BEACH COMMUNITY SERVICES DISTRICT**

**RESOLUTION NO. 2017-03**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE AVILA BEACH COMMUNITY SERVICES DISTRICT DECLARING WEEDS, DRY GRASS, AND TRASH TO BE A NUISANCE AND THREAT TO PUBLIC SAFETY, AND PROVIDING FOR ABATEMENT**

**WHEREAS**, there exists on certain lots and parcels of real property within the District, weeds, dry grass, brush, litter and other flammable material which endanger the public safety;

**WHEREAS**, The Board of Directors finds these conditions constitute a public nuisance and safety hazard and deem that these conditions should be abated;

**WHEREAS**, pursuant to law, notice shall be given to destroy and remove, and clear, dry weeds, grass brush, litter, trash and other flammable materials on certain lots and parcels of land within the District, and a hearing where concerns about such matters will be heard is hereby set for the 11th day of July at 7:00 p.m. at the Avila Beach Community Services District meeting place at 191 San Miguel Street, Avila Beach CA 93424,

**WHEREAS**, the fire chief of CAL FIRE is hereby designated as the person referred to in the Health and Safety code 14890, to abate these conditions.

**NOW, THEREFORE, BE IT RESOLVED**, by the Fire Chief is hereby directed to post notice and send written notice to property owners where the conditions described above exists.

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

AYES:

NOES:

ABSENT:

The foregoing Resolution is hereby adopted this 13<sup>th</sup> day of June 2017.

\_\_\_\_\_  
Peter Kelley, President

\_\_\_\_\_  
Attest: Brad Hagemann

General Manager, Board Secretary






**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: June 13, 2017

SUBJECT: Approve a Resolution Adopting the 2014 San Luis Obispo County Integrated Regional Water Management Plan (Plan)

**Recommendation:**

Approve Resolution No. 2017-04 adopting the 2014 San Luis Obispo County Integrated Regional Water Management Plan

**Discussion:**

Senate Bill 1672 established the Integrated Regional Water Management (IRWM) Act in 2002, intended to promote collaborative, integrated management of water resources. California voters passed a series of propositions, thereby establishing and funding efforts under the State's IRWM Program. These propositions authorized the Legislature to appropriate grant funds for IRWM plans and projects, and to establish eligibility requirements. The IRWM Program is administered by the State's Department of Water Resources (DWR).

As a regional collaboration, local IRWM efforts are conducted under the auspices of a Memorandum of Understanding (MOU) with 26 local agencies, including the Flood Control District, San Luis Obispo County, incorporated cities, community services districts, resource conservation districts, mutual water companies, and IRS 501(c) (3) non-profit organizations, who support multiple water resource efforts.

The Flood Control District is the lead agency under the MOU, and collectively, the agencies are referred to as the Regional Water Management Group (RWMG). The District is also responsible for development and implementation of San Luis Obispo County Region's IRWM Plan (Plan). The Plan was initially developed and adopted by multiple agencies in the county in 2005 and updated in 2007.

One of the drivers behind agency participation in Plan development is the opportunity for grant funding. Agencies must participate in the IRWM program to be eligible for DWR grants. Attached is a table of the grants that have been awarded to the San Luis Obispo County Region since the adoption of the initial plan in 2005.

To comply with the Proposition 84 2011 Implementation and 2012 Planning Grant Agreements and to meet DWR eligibility requirements, the 2007 IRWM Plan needed to be updated to meet current State standards. GEI consultants, Inc., under contract to the County, updated the Plan in 2012/13. For the Proposition 1 IRWM Grant Program, the IRWM will need to be updated to meet DWR's 2016 IRWM standards. Adoption of the next IRWM Plan update is anticipated to be completed in early 2018.

Staff recommends the Board approve Resolution No. 2017-04 which formally adopts the 2014 IRWM Plan and direct the General Manager to sign the Memorandum of Understanding on behalf of the Avila Beach Community Services District.

Grant Funding Source and Funded Projects	Project Sponsor	Grant Funding
<b>Prop 50 Planning Grant (2008)</b>		<b>\$500,000</b>
Data Enhancement Plan	Flood Control District	\$72,500
Flood Management Plan	Flood Control District	\$55,000
Groundwater Banking Plan	Flood Control District	\$185,000
Regional Permitting Plan	County of San Luis Obispo	\$187,500
<b>Prop 84 Planning Grant (2012)</b>		<b>\$1,000,000</b>
Update Plan to Meet Standards	Flood Control District	\$185,000
Identification of Basins Requiring SNMPs	Flood Control District	\$15,000
Santa Maria Groundwater Basin Study	Flood Control District	\$200,000
Paso Robles Groundwater Basin SNMP	City of Paso Robles	\$100,000
Paso Robles Groundwater Basin Model	Flood Control District	\$50,000
Regional Recycled Water Planning	Flood Control District	\$200,000
Watershed Management Planning	Upper Salinas RCD Coastal San Luis RCD	\$125,360 \$124,640
<b>Prop 84 Implementation Grant (2011)</b>		<b>\$10,401,000</b>
Los Osos Wastewater Project	County of San Luis Obispo	\$5,945,444
Flood Control Zone 1/1A – Modified 3c Project	Flood Control District	\$2,200,000
Nipomo Supplemental Water Project	Nipomo CSD	\$2,200,000
<b>Prop 1E Implementation Grant (2011)</b>		<b>\$2,797,000</b>
Flood Control Zone 1/1A - Waterway Management Program	Flood Control District	\$2,797,000
<b>Prop 84 Expedited Drought Grant (2014)</b>		<b>\$6,323,610</b>
CSA 23-AMWC-Garden Farms Emergency Intertie	County of San Luis Obispo	\$1,542,970
Heritage Ranch CSD Emergency Turnout	Heritage Ranch CSD	\$117,165
Cambria CSD Emergency Water Supply	Cambria CSD	\$4,382,255
Grant Administration	Flood Control District	\$281,220
<b>Prop 84 Implementation Grant (2015)</b>		<b>\$3,702,762</b>
Templeton CSD Upper Salinas River Basin Conjunctive Use	Templeton CSD	\$2,956,796
San Simeon CSD Well Head Treatment Project	San Simeon CSD	\$362,431
Ocean CSD Water Resources Reliability Program	Oceano CSD	\$198,397
Grant Administration	Flood Control District	\$185,138
<b>Total Grant Funding Awarded for SLO County IRWM Region</b>		<b>\$24,724,372</b>



## RESOLUTION No. 2017-04

### RESOLUTION ADOPTING THE 2014 SAN LUIS OBISPO COUNTY INTEGRATED REGIONAL WATER MANAGEMENT PLAN AND FINDING THAT THE PROJECT IS EXEMPT FROM SECTION 2100 ET SEQ. OF THE CALIFORNIA PUBLIC RESOURCES CODE (CEQA)

The following Resolution is hereby offered and read:

**WHEREAS**, the State of California has established an Integrated Regional Water Management grant program pursuant to the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Public Resources Code Section 75001 et seq.) (also known as Proposition 84); and

**WHEREAS**, the Regional Water Management Group for the San Luis Obispo County Region as of the date of this Resolution consists of agencies including the Avila Beach Community Services District, that have signed a Memorandum of Understanding (Attachment "1") and are listed in Attachment "2"; and

**WHEREAS**, the concepts, direction and approach to water resources management embodied in the State's Integrated Regional Water Management program guidelines closely match those of the San Luis Obispo County Region; and

**WHEREAS**, the San Luis Obispo County Integrated Regional Water Management Plan was initially developed and adopted by multiple agencies in the County in 2005 and updated in 2007; and

**WHEREAS**, an update to the 2007 San Luis Obispo County Integrated Regional Water Management Plan is needed in order to effectively and efficiently integrate the region's water resources management planning objectives and implementation strategies in the following five key areas: Water Supply, Groundwater Monitoring and Management, Flood Management, Ecosystems and Watershed, and Water Resources Management and Communications; and

**WHEREAS**, the San Luis Obispo County Flood Control and Water Conservation District has coordinated with the Regional Water Management Group to produce the 2014 San Luis Obispo County Integrated Regional Water Management Plan in accordance with 2012 State standards; and

**WHEREAS**, the 2014 San Luis Obispo County Integrated Regional Water Management Plan identifies goals, objectives, strategies and projects designed to improve regional water supply reliability, water recycling, water conservation, water quality improvement, stormwater

capture and management, flood management, recreation and access, wetland enhancement and creation, and environmental and habitat protection and improvement; and

**WHEREAS**, the Avila Beach Community Services District has reviewed the 2014 San Luis Obispo County Integrated Regional Water Management Plan and has determined that the Plan is exempt from Section 21000 et seq. of the California Public Resources Code (California Environmental Quality Act) pursuant to Section 21150 of the California Environmental Quality Act, and Guidelines Section 15262 because the Plan is a planning study which identifies potential projects, programs, and policies for possible future actions, and includes possible actions, subject to future adoption and approval.

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** by the Avila Beach Community Services District Board of Directors that:

1. The 2014 San Luis Obispo County Integrated Regional Water Management Plan for the San Luis Obispo County Region is hereby adopted, and Staff of the Avila Beach Community Services District is hereby authorized and directed to implement actions consistent with participating in updates to the plan on a five-year cycle as a Regional Water Management Group Member as described within the plan.
2. The adoption of the 2014 San Luis Obispo County Integrated Regional Water Management Plan for the San Luis Obispo County Region is hereby determined to be exempt from the requirements of the California Environmental Quality Act pursuant to Section 21150 of Section 21150 of the California Public Resources Code and Section 15262 of the State California Environmental Quality Act Guidelines.
3. The Staff of the Avila Beach Community Services District is hereby directed to file a Notice of Exemption in accordance with provisions of the California Environmental Quality Act.

Signature: \_\_\_\_\_

Printed Name Pete Kelley, President

Agency: Avila Beach Community Services District

Date: June 13, 2017

**ATTACHMENT 1**

San Luis Obispo County Region Integrated Regional Water Management Program Participants  
**Memorandum of Understanding**



**San Luis Obispo County Region**  
Integrated Regional Water Management Program Participants  
**Memorandum of Understanding**

The undersigned agencies and organizations hereby agree as follows:

**1. BACKGROUND**

The State of California has established an Integrated Regional Water Management (IRWM) planning and grant program pursuant to the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Public Resource Code (PRC) Section 75001 et seq., also known as Proposition 84). This program is anticipated to be perpetuated and/or modified by future Bond acts. The IRWM program provides guidance for collaborative efforts to manage all aspects of water resources in a region by crossing jurisdictional, watershed, and political boundaries to involve multiple agencies, stakeholders, individuals, and groups in order to address issues and differing perspectives of all entities involved through mutually beneficial solutions. Regions that develop IRWM plans in accordance with the guidelines are eligible for certain water resources grant funding opportunities.

In accordance with PRC Section 75001 (et seq.) and State IRWM Program guidelines, a Memorandum of Understanding (MOU) (dated 2009), signed by eleven agencies within San Luis Obispo County, established a Regional Water Management Group (RWMG) for the San Luis Obispo County IRWM Region, and the San Luis Obispo County IRWM Region was officially accepted by the State in May 2009.

The San Luis Obispo County IRWM Region water resources stakeholders have determined the need to update the IRWM MOU in order to meet new State IRWM guidelines, to clarify the governance structure for IRWM planning in the San Luis Obispo County IRWM Region, and encourage broader participation. This MOU, in conjunction with the current IRWM Plan, sets forth the San Luis Obispo County IRWM Region's governance structure thereby allowing members and other stakeholders to understand how to participate in the IRWM Plan development and implementation.

**2. PURPOSE, GOALS, AND APPROACH**

**2.1 Purpose.** The purpose of this MEMORANDUM OF UNDERSTANDING (MOU) is to establish the mutual understandings among the San Luis Obispo County Region participants with respect to their joint efforts to develop and implement an Integrated Regional Water Management (IRWM) Plan for the San Luis Obispo County Region, including the definition of common IRWM terms, roles and responsibilities of IRWM Program Participants, and decision-making processes.

**2.2 Goals.** The goal of the IRWM program is to provide a reliable, long-term, and high-quality water supply, and to establish a unified vision among the participants' goals for water quality improvement, ecosystem preservation, water supply protection and enhancement, ground water management and flood management, in the context of social justice and climate change adaptation, while protecting the environment. The adopted IRWM plan will identify major water-related goals, objectives and conflicts within the region, consider a broad variety of water management strategies, identify the appropriate mix of water demand and supply management alternatives, water quality protections, flood management strategies, and environmental stewardship actions.

**2.3 Approach.** The San Luis Obispo County Region participants are specifying their shared intent to coordinate and collaborate on water management issues, giving consideration to disadvantaged communities and Native American tribes and their water related needs. In order to

enhance participation of stakeholders, it will be necessary to work at a sub-regional level to better understand the water resources needs and priorities throughout the region. When applying for grants, the San Luis Obispo County Region will strive to distribute the grant funding request fairly across the geographic region. The goal is to distribute awarded funding from each grant cycle equally across the sub-regions (i.e. one quarter of the overall funding to benefit each of the three sub-regions' projects/programs and one quarter of the overall funding to benefit regional projects/programs), to the extent feasible.

### 3. DEFINITIONS

**3.1 Integrated Regional Water Management Plan (Plan).** A comprehensive plan for a defined geographic area which shall satisfy the requirements of California's IRWM Program.

**3.2 San Luis Obispo County Region (Region).** The geographic area of San Luis Obispo County, which is coterminous with the San Luis Obispo County Flood Control and Water Conservation District (District) boundary.

**3.3 Local Agency.** Any city, county, city and county, special district, joint powers authority, or other political subdivision of the state, a public utility as defined in Section 216 of the Public Utilities Code, or a mutual water company as defined in Section 2725 of the Public Utilities Code.

**3.4 Program Participants.** Development and implementation of the Region's Plan is a collaborative effort undertaken by the Region's participants, as further discussed in Section 4. The effort is being led by the District, in partnership with the Regional Water Management Group, Water Resources Advisory Committee, Implementation Affiliates, and Interested Stakeholders. Only regional projects and programs to be implemented by those agencies which have adopted the Plan will be eligible for grant applications. The Region categorizes IRWM Program Participants into the following:

3.4.1 Regional Water Management Group (RWMG). A group in which three or more local agencies, at least two of which have statutory authority over water supply or water management, as well as those other persons who may be necessary for the development and implementation of the Plan, participate by means of this memorandum of understanding, in accordance with requirements of the California Water Code (CWC § 10539). The Region's RWMG members are signatories to this MOU, have adopted the current Plan, and may designate a representative to participate in RWMG activities and its Working Group. The entities must be either a Local Agency or an IRS 501(c)(3) nonprofit organization. The RWMG has the capacity to carry out projects (i.e. financial resources, management structure, adequate staffing). The agencies/organizations that form the RWMG may have planning or implementation projects eligible for State IRWM grants.

3.4.2 Water Resources Advisory Committee (WRAC). This is the committee comprised of water purveyor, resource conservation district, environmental and agricultural, and other water resources representatives that was originally established in the 1940s to advise the District Board of Supervisors on water resource issues. The WRAC is a Brown Act committee that meets monthly, with the exception of July and August. Many participants are actively engaged in issues relevant to Plan development and implementation, and will represent important stakeholder groups throughout the program.

3.4.3 RWMG Working Group (Working Group). The Working Group will involve representatives from the RWMG who have technical expertise and are able to work on the details associated with IRWM efforts. The Working Group will engage stakeholders at a sub-regional level in order to better understand the specific water resources needs and priorities of that sub-region.



3.4.4 **Implementation Affiliates.** These entities will adopt the Plan by resolution, but would not be signatories of the MOU. The entities must be either a Local Agency or an IRS 501(c)(3) nonprofit organization. The Implementation Affiliates have the capacity to carry out projects (i.e. financial resources, management structure, adequate staffing). In order to have a planning or implementation project eligible for State IRWM grants, agencies must be an Implementation Affiliate if they are not a part of the RWMG.

3.4.5 **Interested Stakeholders.** These individuals, organizations, and nonprofits (including those that are not IRS 501(c)(3) nonprofit organizations) who are interested in the IRWM program. The Interested Stakeholders may sign a letter of support for the Plan, or otherwise provide input to the RWMG, but would not be eligible for directly receiving State IRWM grant funds.

3.5 **Sub-regions.** The Region's IRWM program seeks to engage stakeholders and understand the water resources needs of the Region. To adequately ensure this balanced access and opportunity for participation in the IRWM program, the RWMG will utilize a sub-regional geographic structure, allowing more focused planning and local outreach efforts that are later brought into the context of the overall IRWM Region. These sub-regions have been deliberately defined in terms of logical planning and watershed/ hydrogeologic unit boundaries. These "sub-regions" include the North Coast, North County, and South County (see Attachment 1).

3.6 **Regional Projects or Programs.** Projects or programs to be implemented by the RWMG and/or Implementation Affiliates are identified in the Plan and are based upon the State's IRWM Guidelines under which the current Plan was adopted, which includes but is not limited to: reducing water demand through agricultural and urban water use efficiency, increasing water supplies for any beneficial use, improving operational efficiency and water supply reliability, improving water quality, improving resource stewardship, and improving flood management.

3.7 **Integration.** Assembling into one document the water-related management strategies, projects, programs, and plans of the Region. The development and implementation of the Plan should demonstrate the RWMG is forming, coordinating and integrating separate efforts in order to function as a unified effort in a collaborative manner that balances interests and engages a variety of stakeholders and seeks to efficiently integrate regional resources. The Plan development will identify water management strategies for the Region and the priority projects and programs that demonstrate how these strategies work together to meet goals identified in Section 2. It will also identify regional benefits of linkages between projects and plans that address different primary water-related objectives (for example, identifying regional benefits of linkages between a water supply project and a flood management project in the same watershed).

#### 4. IRWM PROGRAM PARTICIPANTS

4.1 **Program Participant Structure.** Elements of the Plan will be developed and implemented by the Program Participants. The RWMG, including the District as the Lead Agency, and the Implementation Affiliates are responsible for Plan development and implementation.

4.2 **Plan Development and Implementation.** The Region's Plan that was adopted by the District, developed in coordination with and approved by stakeholders in 2005, and updated in 2007, will be the basis for subsequent adopted Plans for the Region. The Working Group will propose changes to the previous versions of the Plan to comply with new State guidelines and incorporate new information and projects. Since a key element of the IRWM Program is integration, the RWMG will work with Program Participants to identify water management strategies for the Region and sub-regions and the priority projects that demonstrate how these strategies work together to meet the purpose and goals in Section 2. How each Program



Participant contributes and participates in Plan development and implementation is described below:

4.2.1 Lead Agency. The District will act as the lead agency for Plan development, will execute this MOU, and will adopt the Plan in accordance with 4.3 and 4.4 below. The District will ultimately be responsible for the final production of the Region's Plan, hiring consultant(s) to develop the Plan, and presentations to stakeholders, submittal of IRWM grant applications, and execution and administration of grant agreements with the State. As the Lead Agency, the District will execute and administer agreements with RWMG members and Implementation Affiliates responsible for the implementation of projects that are awarded grants, including data collection relevant to grant agreements, project reporting, etc. Efforts described in Section 4.2.1 are subject to the availability of funding.

4.2.2 RWMG. Members will execute this MOU and adopt the Plan in accordance with 4.3 and 4.4 below. RWMG members will designate a representative with clear authority to represent the agency or organization, provide expertise, provide information in a timely manner, participate in meetings, review and approve technical documents as needed, and will provide the District with their designated representative's contact information. This representative will be eligible to participate on the Working Group. All RWMG members, whether or not their representative is participating in the Working Group, hereby agree to provide information sufficient to meet State guidelines for their regional projects and programs to be included in the Plan and participate in the review of the Plan. RWMG members will consider integrating projects and programs with other agencies when possible, especially with disadvantaged communities and Native American tribes, in accordance with State IRWM Guidelines. RWMG members responsible for the implementation of regional projects and programs awarded grant funding will be responsible, through contract with the District, for complying with the provisions of the District's grant agreement with the State. The RWMG will provide updates to the WRAC and seek WRAC support of recommendations at key decision points.

4.2.3 WRAC. The WRAC will provide a forum for public meetings/ workshops related to Plan development and implementation at key decision points. The WRAC will review and comment on the RWMG recommendations to the District's Board of Supervisors at key decision points.

4.2.4 Working Group. Representatives of the Working Group will be designated by the RWMG member and will have clear authority to represent the agency or organization, provide expertise, provide information in a timely manner, participate in meetings, review and approve technical documents as needed, and will provide the District with their designated representative's contact information. The District will provide materials with sufficient lead time for RWMG member and Working Group engagement. The Working Group will develop information, draft documents and recommendations pertaining to the Plan update consistent with current State IRWM Guidelines during Plan development. Efforts are anticipated to include stakeholder outreach, collection and incorporation of updated data, etc. The Working Group will develop information and recommendations for IRWM program planning and implementation, stakeholder outreach, and pursuit of funding opportunities. All RWMG members will participate in the process to select the Region's IRWM projects and programs for grant applications by way of the Working Group, who will conduct project/program solicitations and evaluations, and will make recommendations on grant funding allocations. The Working Group will need to conduct sub-regional public meetings during Plan development and implementation to facilitate stakeholder participation.

4.2.5 Implementation Affiliates. Implementation Affiliates shall adopt the Plan in accordance with Section 4.3. Implementation Affiliates will designate a representative with clear authority to represent the agency or organization, provide expertise, provide information in a timely manner, participate in meetings, review and approve technical documents as needed, and will provide the District with their designated representative's contact information. All

Implementation Affiliates will provide information sufficient to meet State guidelines for their regional projects and programs to be included in the Plan and participate in the review of the Plan and for implementation activities, such as project status updates, project reporting, data collection, etc. Implementation Affiliates will consider integrating projects and programs with neighboring agencies when possible, especially with disadvantaged communities and Native American tribes, in accordance with State IRWM Guidelines. Implementation Affiliates responsible for the implementation of regional projects and programs awarded grant funding will be responsible, through contract with the District, for complying with the provisions of the District's grant agreement with the State.

4.2.6 Interested Stakeholders. Interested Stakeholders may participate in the Plan development and implementation process by way of participation at WRAC and/or RWMG meetings. Interested Stakeholders that are not WRAC members will be notified when an IRWM program item will be reviewed by the WRAC if they request inclusion on the IRWM contact list (Section 5.6). Sub-regional meetings will be required to ensure Interested Stakeholders, including disadvantaged communities, who may not necessarily be able to attend WRAC meetings, can participate in Plan development and implementation.

**4.3 IRWM Plan Adoption.** Plan approval and adoption will be required of the governing bodies of RWMG members and Implementation Affiliates. Plan updates to meet new State guidelines, add new RWMG Members, add or remove and evaluate regional projects and programs, or other updates to information do not require Plan re-adoption. Significant changes to the Plan, including revised goals and objectives, revised methodologies (such as methodology for evaluating, ranking, and prioritizing projects and programs), revised regional boundaries, or other changes deemed significant by the RWMG and the Lead Agency, will require Plan re-adoption via the decision-making process described in Section 4.5.

**4.4 Personnel and Financial Resources.** It is expected that Program Participants will contribute the resources necessary to fulfill the responsibilities listed within Section 4 of this MOU. Program Participants that receive implementation grant funding, shall contribute a proportionate share of non-project costs associated with the grant agreement, based on awarded implementation funding (for example, contributing toward the cost of updating the Plan, should that be a condition of grant award).

**4.5 Decision Making.** The RWMG shall develop IRWM program materials and will make recommendations to the Lead Agency at key decision points of the IRWM program. Written input will be sought between the representatives of RWMG members in the event the need for a decision arises that cannot be brought forth to the RWMG before a decision needs to be made. The District, by way of its Public Works Department, shall notify the RWMG agencies of recommendations being taken to the District's Board of Supervisors for action. The District's Board of Supervisors may approve, alter, or return any said recommendation of the RWMG. Furthermore, if the District's Board of Supervisors intends to alter an item or proposition approved by the RWMG, the District's Board of Supervisors shall set forth in writing its findings, after which the Board will hold a public hearing. The RWMG agencies shall have the right to appear and address the District's Board of Supervisors.

## 5. MUTUAL UNDERSTANDINGS

### 5.1 Need for the Region's IRWM Plan

5.1.1 To improve communication and cooperation between public and private agencies and minimize conflict-generated solutions.

5.1.2 To enhance our existing water management efforts by increasing stakeholder awareness of important issues, providing more opportunities for collaborative efforts and improving efficiencies in government and water management.



5.1.3 To qualify for state grants and other funding opportunities only available to those regions which have developed IRWM plans.

**5.2 Subject matter scope of the IRWM Plan.** The Plan focuses on water supply, water quality protection and improvement, ecosystem preservation and restoration, groundwater monitoring and management, and flood management as these are the most prevalent water resource issues facing the Region.

**5.3 Geographical scope of the IRWM Program.** The Region for this memorandum is coterminous with the boundary of San Luis Obispo County. This is an appropriate geographic region for integrated regional water management planning because it encompasses all aspects of water management generally within the same physical, political, environmental, social, and economic boundaries. The Region may engage stakeholders within the three sub-regions in order to better understand the specific water resources needs and priorities of that sub-region, which would then be incorporated into the context of the greater IRWM Region planning and implementation.

The Region is bordered by the Greater Monterey County IRWM region to the north, the Santa Barbara County and Watersheds Coalition of Ventura County IRWM regions to the south, and the Kern County IRWM region to the east.

Water resources issues that overlap neighboring regional boundaries are either covered by existing cooperative water management plans (i.e. Nacitone Watershed Management Plan), adjudication (i.e. Santa Maria Groundwater Basin), and operational agreements (i.e. Nacimiento Reservoir), or have no defining water resource management issue. All of these items are to be included in the Region's Plan consistent with the plans of neighboring regions. The RWMG will continue to coordinate with neighboring regions to address additional water resources issues and possible integrated water management strategies in our respective IRWM plans.

**5.4 Non-binding nature.** This document and participation in the IRWM program efforts are nonbinding, and in no way suggest that a RWMG member or Implementation Affiliate may not continue its own planning and undertake efforts to secure project funding from any source. An agency/ organization may withdraw from participation in accordance with Section 5.7.

**5.5 Other on-going regional efforts.** Development of the Plan is separate from efforts of other organizations to develop water-related plans on a regional basis. As the Plan is developed, work products can be shared with these separate efforts to provide them with current information.

**5.6 Reports and communications.** The WRAC, an IRWM contact list, and the District's website will serve as the forum for updates and correspondence relating to the IRWM program and Plan development.

**5.7 Termination.** Because the Plan will require periodic review and updating for use into the future, it is envisioned that the joint efforts of those involved will be ongoing in maintaining a living document. Thus this MOU will remain as a reflection of the understandings of the RWMG Members. As indicated, parties to this MOU may terminate their involvement at any time, but must provide all RWMG agencies with 30 days' advance notice of intent to terminate.

**5.8 Superseded Prior MOU.** This MOU supersedes the MOU dated April 21, 2009 (2009 MOU).

**5.9 Counterparts.** This MOU may be executed in counterparts and has the same force and effect as if all the signatures were obtained in one document.



**6. SIGNATORIES TO THE MEMORANDUM OF UNDERSTANDING**

We, the undersigned representatives of our respective agencies or organizations, acknowledge the above as our understanding of how the San Luis Integrated Regional Water Management Plan will be developed.

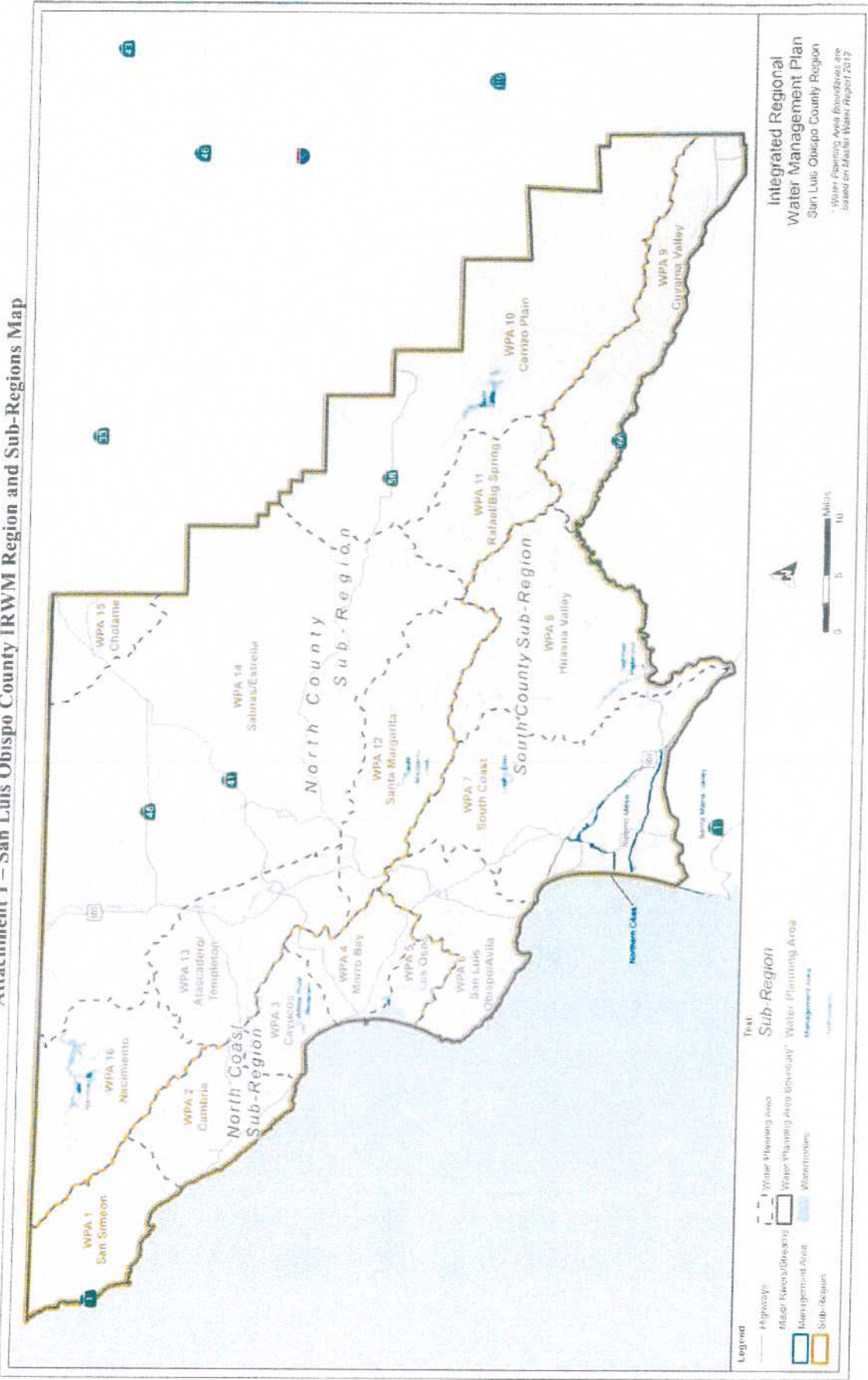
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\_\_\_\_\_ agency

\_\_\_\_\_ date

Attachment 1 – San Luis Obispo County IRWM Region and Sub-Regions Map



## Attachment 2

### Memorandum of Understanding Signatories for San Luis Obispo County Region IRWM Participants

<b>Agency or Organization</b>
San Luis Obispo County
San Luis Obispo County Flood Control and Water Conservation District
California Men's Colony
Cambria Community Services District
Cayucos Sanitary District
Central Coast Salmon Enhancement
City of Arroyo Grande
City of Grover Beach
City of Morro Bay
City of Paso Robles
City of Pismo Beach
City of San Luis Obispo
Coastal San Luis Resource Conservation District
Heritage Ranch Community Services District
The Land Conservancy of San Luis Obispo County
Los Osos Community Services District
Morro Bay National Estuary Program
Nipomo Community Services District
Oceano Community Services District
Templeton Community Services District
San Miguel Community Services District
San Miguelito Mutual Water Company
San Simeon Community Services District
South San Luis Obispo County Sanitation District
S&T Mutual Water Company
Upper Salinas - Las Tablas Resource Conservation District





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

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: June 13, 2017

SUBJECT: Water Resources Analysis

**Recommendation:**

Receive Report and Provide Direction to Staff

**Discussion:**

In late 2016, the District retained Water Systems Consulting, Inc., to prepare a Water Resources Analysis Technical Memorandum which evaluated historic and projected water supply and demand based on the most recent data and conditions. Those data included:

- Revised Lopez water allocations pursuant to the Low Reservoir Response Plan (LRRP)
- District purchase of a 100 acre-feet per year State Water Project Drought Buffer
- Changing water demand patterns and future demand pattern assumptions
- Updated population, land use and development plans
- Revised Lopez and State Water Project reliability projections

Staff anticipates that the information in the Tech Memo will provide a basis for the District to update/modify the Water Shortage Response and Management Plan and evaluate the findings and recommendations of the District's 2010 Water Master Plan. Water Systems Consulting Draft Technical Memorandum is provided as an attachment to this staff report.

The TM provides a graphical summary of the District's historical water demand from 1986 to 2016. The report notes the District's highest annual water demand was 87.69 acre-feet in 2014. The recent (2007 – 2016) annual average has hovered right around 80 acre-feet per year (AFY). Figure 3-2 illustrates the water usage percentage by customer category with residential accounting for nearly half of the water usage and restaurants and hotels (commercial) accounting for a large part of the other half.

WSC used two methods for projecting future water demands. One method used population and per capita water use to project future water demands. The other method used parcel zoning and maximum potential development (or re-development) to project water demand (Water Use Type). This method was possible because the area within the District is relatively small and we could take a parcel by parcel approach to estimate the development or re-development capacity of the parcel.

Table 3-3 provides Historical and Projected water demand using the Population & Per Capita approach. The projected demand using this method ranges from 91 AFY in 2020 to 124 AFY at Buildout. Table 3-7 provides projected water demand by Water Use Type and ranges from 82 AFY in 2020 to 108 AFY at Buildout. Not surprisingly the water use projections from the two methods do not match exactly, but they are within about 10% of each other. Staff would consider the Water Use Type method more accurate since it is based on the actual lots available for development and/or redevelopment.

Section 4 of the TM characterizes the District's existing water supply portfolio, conveyance systems and agencies that are sharing the water supply and conveyance systems. Figure 4-1 provides a graphical illustration of the District's State Water Project "Table A" allocation and associated water deliveries to the District from 2009 to 2016. There is a lot of information in this graphic and staff can go over the details and any questions at the Board meeting.

Section 5 of the TM provides a discussion and analysis of the District's historical water supply reliability. As you know, having a water supply entitlement does not necessarily guarantee that quantity of water will be available each and every year. For this reason, most water districts seek to diversify their water supply portfolio to include surface water, ground water, recycled water and desalination water, where feasible. The TM analyzes the District's water supply reliability during three climate related water scenarios: normal year; single dry year and multiple dry years.

As you might suspect, during normal years existing supply is sufficient to meet projected water demand through Buildout (Table 5-6). For the projected single dry year (i.e., worst case scenario) available supply is projected to be 71 AFY and demand ranges from 82 AFY in 2020 to 108 AFY at buildout (Table 5-7). Projections for the multiple dry year scenarios are shown in Table 5-8 and conclude that in Year 2 and 3 projected water demands exceed water supply.

Staff concurs with WSC's recommendation that the District should continue to assess opportunities to increase existing water entitlements and diversify its water portfolio to ensure adequate supply during dry years. Staff is optimistic that the pending Recycled Water Facilities Planning Project report will identify recycled water supply that may be traded or exchanged for potable water supplies. In addition, staff recommends the District continue to encourage the County Public Works Department to negotiate with PG&E regarding Zone 3 use of the excess capacity at the Diablo Canyon Power Plant desalination facility as part of the closure plan or as a separate issue.



**Date:** 5/1/2017

**To:** Brad Hagemann  
General Manager  
Avila Beach Community Services District

**Prepared by:** Spencer Waterman

**Reviewed by:** Daniel Heibel, P.E.

**SUBJECT: WATER RESOURCES ANALYSIS TECHNICAL MEMORANDUM –FINAL DRAFT FOR BOARD REVIEW AND PUBLIC COMMENT**

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## 1 Purpose

This memo summarizes Water System Consulting, Inc.'s (WSC's) water resources analysis for the Avila Beach Community Services District (District), which evaluates historic and projected supply and demand considering various hydrologic conditions. The *Water Resources Analysis Technical Memorandum (TM)* water supply and demand projections are based on new data including:

- Revised Lopez Reservoir (Lopez) allocations due to enactment of the Low Reservoir Response Plan (LRRP)
- Purchase of 100 acre feet (AF) of State Water Project (SWP) "drought buffer" from the San Luis Obispo County Flood Control and Water Conservation District (SLOCFC&WCD)
- Changing demand patterns and future demand patterns assumptions
- Updated population, zoning and development plans
- Revised Lopez and SWP reliability projections

This TM presents the following components of the Water Resources Analysis:

- 1) Purpose
- 2) Background
- 3) Water Demand Characterization
- 4) Water Supply Characterization
- 5) Supply Reliability
- 6) References

## 2 Background

The District was established in 1997 to provide water and wastewater services to 150 acres in the Avila Beach region of San Luis Obispo County. It is located along latitude 35°10'55.86"N and longitude 120°43'58.88"W, with a mean elevation of 26 ft above sea level. The District provides water and sewer service to approximately 355 connections (see Section 3.2.1) in Avila Beach (see Figure 2-1).

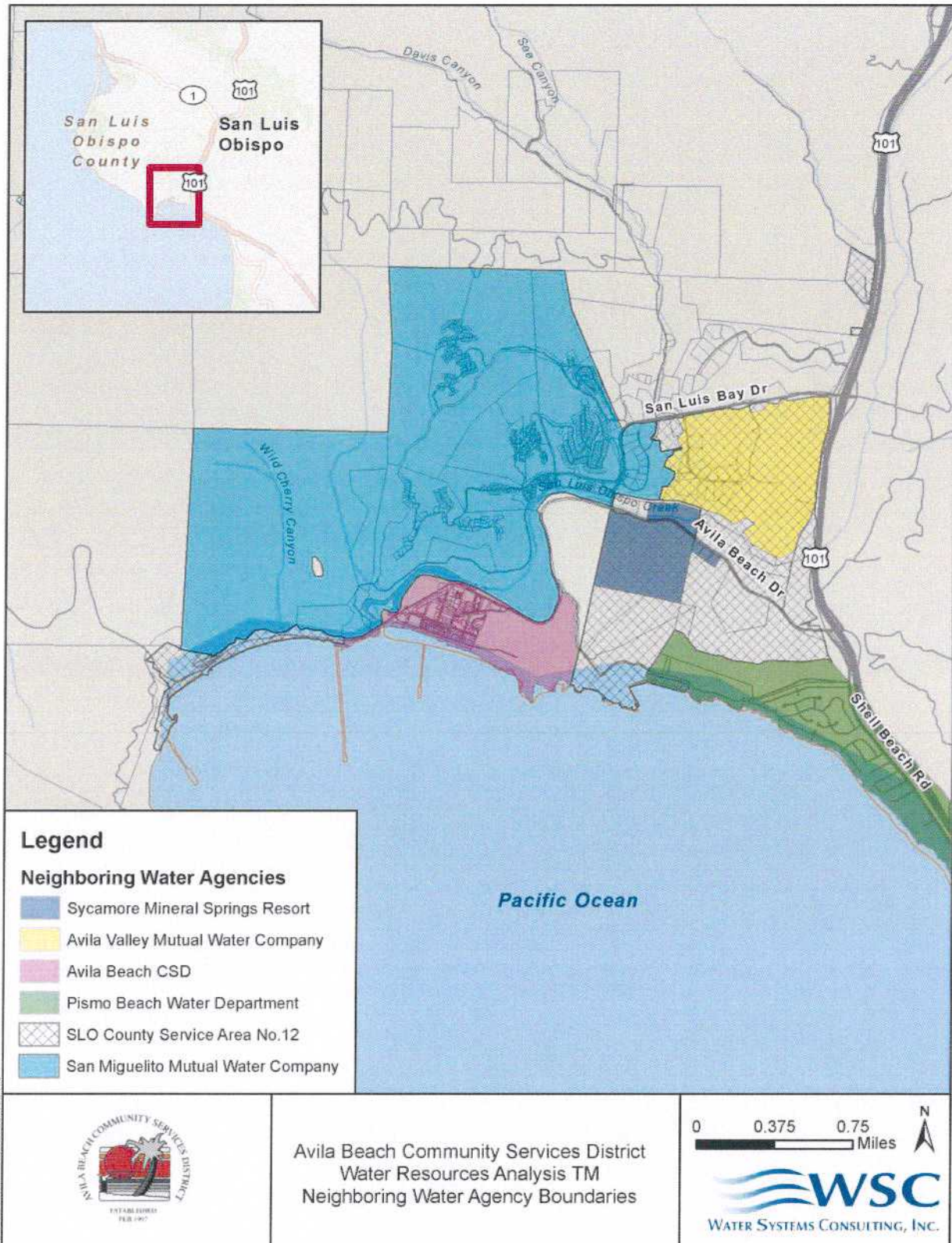


Figure 2-1. Avila Region Water Agencies



### 3 Water Demand Characterization

#### 3.1 Historic Demand

The District’s historic water demand, measured in acre-feet per year (AFY), is presented below in Table 3-1 for 2010-2016 and in Figure 3-1 for 1986-2016. Water demand includes all water sold to customers and non-revenue water that consists of water lost during production and distribution. Water demands have generally increased since 2005 with significant increasing trends from 2005-2009 and from 2010-2014<sup>1</sup>. It is assumed that the significant drop in water demand from 2015-2016 was due to the Governor’s Executive Orders requiring Emergency Water Conservation Regulations including mandatory demand reduction targets, prohibitions and potential penalties for non-compliance due to extended drought conditions. These factors and the District’s related implementation of its Water Shortage Response and Management Plan may have significantly reduced water demand, but there may be a “bounce-back” to higher demands once conservation efforts are eased when extended drought conditions are alleviated.

Table 3-1. District Water Demand 2010-2016

	2010	2011	2012	2013	2014	2015	2016
Water Demand (AFY)	74.28	79.17	80.98	85.04	87.69	76.39	77.73

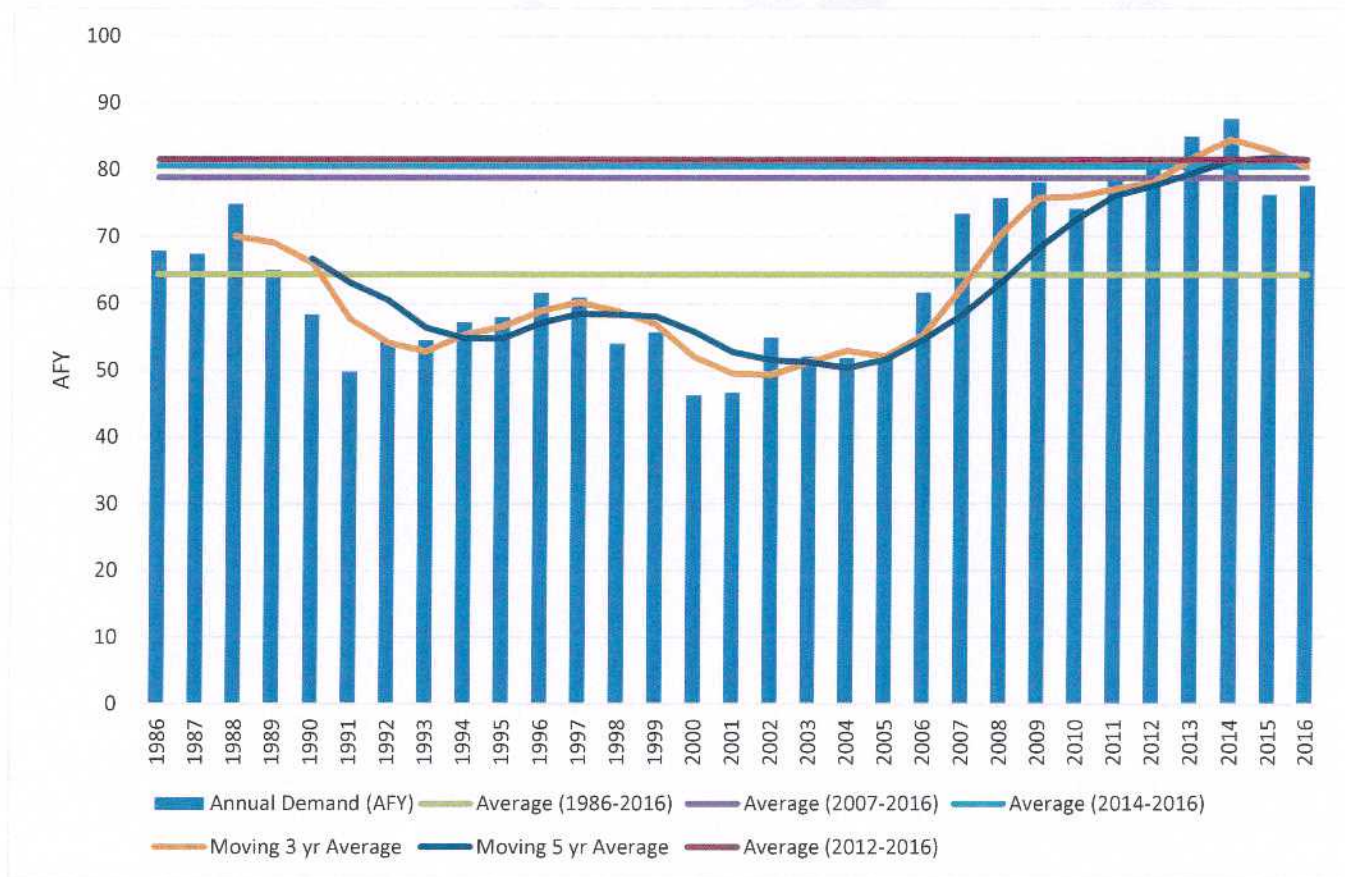


Figure 3-1. Historical Water Demand 1986-2016

<sup>1</sup> The significant decrease in water demand from 2000-2002 was due to the Unocal oil cleanup project that temporarily displaced customers located along Front Street. The subsequent increase in demand was due to customers coming back online.



Water demand is broken down into seven customer billing categories within the District’s newly established billing system. The average percentage of water demand by customer category from 2015-2016 is shown in Figure 3-2.

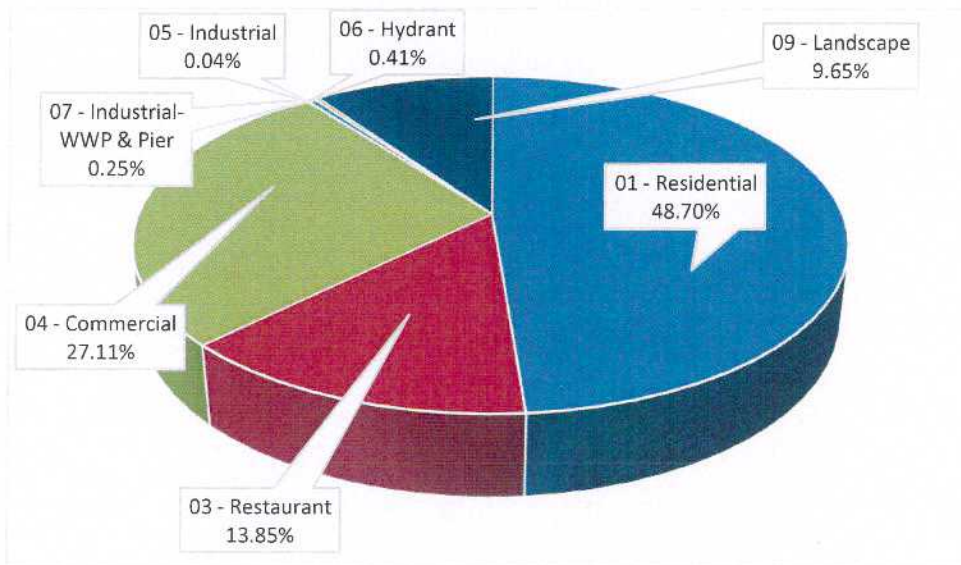


Figure 3-2. Water Usage Percentage by Customer Category

### 3.2 Future Demand

Water demand within the District is expected to increase as buildout occurs within the service area. The increasing trend in water demand from 2001 through 2014 is attributed to a combination of factors such as development and redevelopment, economic conditions leading to more local and regional tourism, and correlated increased commercial and hotel activity. As discussed in the previous section, the decrease in demand from 2015-2016 is assumed to be due to prolonged drought conditions, and State mandated conservation regulations. It is assumed that these factors have resulted in subsequent physical (e.g., turf replacement, water fixture replacement, etc.) and behavioral changes (e.g., irrigating less or quicker showers due to various media conservation campaigns and materials) in customer demand patterns associated with effective conservation programs. While physical conservation related changes result in essentially permanent demand reductions, behavioral changes may not yield permanent demand reductions. State mandated emergency water conservation regulations may have a short-term impact on demand reductions during drought conditions, but it is assumed that there will be a rebound to average demands due to customers’ behavioral changes over the long-term. Therefore, for the purposes of projecting long-term water use, it is assumed that the five-year historical average water demand from 2012-2016 should be used to conservatively estimate future water demands as shown in Table 3-2 in gallons per day (gpd) and AFY.

Table 3-2. 2012-2016 Average Demand

Use Type	Average Water Demand 2012-2016 (gpd)	Average Water Demand 2012-2016 (AFY)
Residential	28,308	32
Commercial	32,758	37
Other	11,622	13
<b>Total</b>	<b>72,688</b>	<b>81</b>

The following sections describe two typical water demand estimation methodologies including the following:

1. Population and per capita water use methodology- correlates water demand with the best available data for historical population to create a per capita water demand factor that is applied to the best available data for projected population.
2. Parcel zoning and development methodology- correlates water to customers’ parcel data, such as acres or dwelling units by zoning category, to create water demand factors that are applied to the best available data for projected acreages or dwelling units to be developed.

**3.2.1 Demand Projections- Population and Per Capita Water Use Methodology**

A common methodology used to estimate future water demand is a per capita water use methodology. This methodology involves establishing a water demand factor measured in gallons per capita per day (GPCD) and applying that factor to a projected population to estimate future demand. The best way to estimate the District’s residential population is through the use of Geographical Information Systems (GIS)-based analysis of US Census data calculated using the California Department of Water Resources (DWR’s) Population Tool, which was created for development of Urban Water Management Plans. According to the DWR Population Tool, which assumes a 1.21 persons per water connection factor, the District’s population was 370 in 1990, 262 in 2000, 362 in 2010, and 362 in 2015.

The most recent data for population projections in the Avila Beach region is the County’s Housing Element 2014-2019 (SAN LUIS OBISPO COUNTY DEPARTMENT OF PLANNING AND BUILDING, June 2014). The population is not directly estimated for the District, so it is assumed that the District’s population will grow at the same rate as the surrounding region. Historic and projected water demand, population and GPCD are shown in Table 3-3.

The buildout population was also calculated, for comparison, based on identifying the number of future dwelling units in Section 3.2.2 (121 dwelling units) and applying the assumed 1.21 persons per water connection factor to yield 146 additional people, or a buildout population of 508. Because the buildout populations are so close using both population projection methods, the growth rates shown in Table 3-3 are assumed to be reasonable for planning purposes.

**Table 3-3. Historical and Future Population and Water Demand**

	2010	2015	2020	2025	2030	2035	2040	Buildout
Avila Beach Region Population <sup>1</sup>	1,464	1,508	1,624	1,699	1,830	2,020	2,121	2,204
Avila Beach Region Growth %	N/A	3%	8%	5%	8%	10%	5%	4%
ABCSD Estimated Population	362 <sup>2</sup>	428 <sup>2</sup>	461	482	519	573	602	626
Gallons Per Capita Per Day (GPCD) <sup>3</sup>	183	188	177	177	177	177	177	177
Estimated Water Demand (AFY)	74	76	91	96	103	114	119	124

<sup>1</sup> (SAN LUIS OBISPO COUNTY DEPARTMENT OF PLANNING AND BUILDING, June 2014)

<sup>2</sup> U.S. Census data from the DWR Population Tool

<sup>3</sup> 2010 and 2015 GPCD is based on actual production and population, but 2020-Buildout GPCD is assumed to equal the 2012-2016 average GPCD.



### 3.2.2 Demand Projections- Parcel Zoning and Development Methodology

An in-depth analysis of the existing zoning and potential development of each parcel within the District was completed for comparison to population based demand estimates described in the previous section. Customer billing records, parcel development data and zoning data was used to develop demand projections by executing the following steps:

1. Identify currently developed parcels that are served by the District and associate them with zoning categories and customer billing data. Group customer billing categories and zoning categories into water use type categories of Residential, Commercial and Other.
2. Identify water demand per water use type that is representative of future water demand (see Section 3.2) and develop water demand factors based on currently available development data (acreage, dwelling units, etc.) that is also available to project future development and associated water demand for each water use type.
3. Identify undeveloped parcels and parcels with potential to be redeveloped. Assign buildout development data to each parcel (acreage, dwelling units, etc.).
4. Apply the water demand factors developed in step 3 to the future development data to determine future demand projections.

GIS was used to identify parcels with and without existing customers located on them and their zoning, which was correlated to customer billing data to establish water use type categories of Residential, Commercial and Other. Because available existing and future development data varied by water use type category, Commercial and Other categories were associated with acreage and the Residential category was associated with dwelling units. While acreage could be used to project development for the Residential category, more specific dwelling unit data was available to project residential development. Because the existing dwelling units were not known for all existing Residential customers, a representative sampling of customers was used to estimate an average water demand per dwelling unit for which the number of dwelling units was known. Table 3-4 shows the water demand factors based on the 2012-2016 average water demand per acre of developed parcel (Commercial and Other categories) and water demand per dwelling unit (Residential category). For an explanation of why the 2012-2016 average water demand was utilized, refer to Section 3.2.

**Table 3-4. Water Demand Factors by Water Use Type**

Water Use Type	Average Water Demand 2012-2016 (gpd)	Developed Acres	Water Demand Factor	
			gpd	per unit
Residential <sup>1</sup>	NA		204	per dwelling unit
	28,308	20	1,385	per acre
Commercial	32,758	8	4,240	per acre
Other	11,622	12	945	per acre

<sup>1</sup> The water demand factor for future Residential development is measured in gpd per dwelling unit and the water demand factor for existing development is measured in gpd per acre because the total amount of dwelling units for all currently developed parcels is unknown. The gpd per dwelling unit factor was calculated using a representative sample of existing customers for which the number of dwelling units was known.

The water demand factors shown in Table 3-4 can be applied to future development projections of acreage and dwelling units per parcel to determine future water demand. Future demands must capture expected demands for existing customers, demands for new development on vacant parcels and demands for redevelopment of currently developed parcels. With District staff guidance, parcels with specific development projections were identified based on discussions



with County Planning and Building Department staff, received inquiries about potential water service connections, and standards from the County’s Land Use Ordinance as shown in Figure 3-3.



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Avila Beach CSD  
Water Resources Analysis  
Buildout Parcels

Figure 3-3. Buildout Parcels Map



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Figure 3-3 shows the assumed buildout parcels that were assigned development projection units based on the water demand factors summarized in Table 3-4. Table 3-5 summarizes the total development projection units for each water use type for existing customers on currently developed parcels, potential future customers on undeveloped parcels, and potential future customers on currently developed parcels with the potential for redevelopment.

**Table 3-5. Development Projection Units**

Water Use Type	Developed Parcels	Undeveloped Parcels		Redevelopment Parcels		Buildout Parcels	
	acres	acres	dwelling units	acres	dwelling units	acres	dwelling units
Residential <sup>1</sup>	20	NA	64	3	58	17	122
Commercial	8	1	NA	0	NA	8	NA
Other	12	0	NA	0	NA	12	NA
<b>Total</b>	<b>40</b>	<b>1</b>	<b>64</b>	<b>3</b>	<b>58</b>	<b>37</b>	<b>122</b>

<sup>1</sup> The development unit used for future Residential development is measured in dwelling units and the development unit for existing development is measured in acres because the total amount of dwelling units for all currently developed parcels is unknown. Additionally, the acreages of Redevelopment Parcels with potential redevelopment dwelling units were subtracted from the Developed Parcels acreage to yield the net acreage for Buildout Parcels.

Table 3-6 shows estimated future water demands by water use type based on the water demand factors in Table 3-4 and projected buildout development units in Table 3-5. Table 3-7 shows water demands from 2020 through buildout assuming demands grow at the same rate as the population growth rate for the Avila Beach region from the County’s Housing Element 2014-2019 as described in Section 3.2.1.

**Table 3-6. Future Water Demand by Water Use Type**

Water Use Type	Developed Parcels Demand (AFY)	Undeveloped Parcels Demand (AFY)	Redevelopment Parcels Demand (AFY)	Buildout Parcels Water Demand (AFY)
Residential	28	15	13	56
Commercial	37	3	0	39
Other	13	0	0	13
<b>Total</b>	<b>77</b>	<b>18</b>	<b>13</b>	<b>108</b>

**Table 3-7. Future Water Demand by Water Use Type- 2020-Buildout**

Water Use Type	Developed Parcels Demand (AFY)	2020 Demand (AFY)	2025 Water Demand (AFY)	2030 Water Demand (AFY)	2035 Water Demand (AFY)	2040 Water Demand (AFY)	Buildout Water Demand (AFY)
Residential	28	32	36	41	49	53	56
Commercial	37	37	37	38	39	39	39
Other	13	13	13	13	13	13	13
<b>Total</b>	<b>78</b>	<b>82</b>	<b>86</b>	<b>92</b>	<b>101</b>	<b>105</b>	<b>108</b>

The parcel by parcel analysis is assumed to be more accurate than the per capita analysis for planning purposes because of the detailed data available per parcel. Therefore, the demands used in Section 5.2 reflect the projections from the parcel based methodology.

## 4 Water Supply Characterization

### 4.1 Existing Supply

The District's water supply consists of surface water from Lopez Reservoir (Lopez) and the State Water Project (SWP). The District is entitled to 68 AFY of Lopez Water through a contract with the San Luis Obispo County Flood Control and Water Conservation District (SLOFC&WCD) and CSA 12. The District also has a 100 AFY allocation of Table A SWP water and 100 AFY of SWP drought buffer through the SLOFC&WCD, providing a total maximum deliverable allocation of 168 AFY. SWP Water is rarely allocated at 100% to SWP Contractors, so the drought buffer is used to supplement reduced allocations, but the maximum deliverable allocation cannot exceed 100 AFY for reasons described in Section 5.1.1. All groundwater within the District's service area is relatively high in total dissolved solids (TDS) due to seawater influence. The District's historical Lopez and SWP deliveries, allocation percentages and available allocation volumes are shown in Figure 4-1.

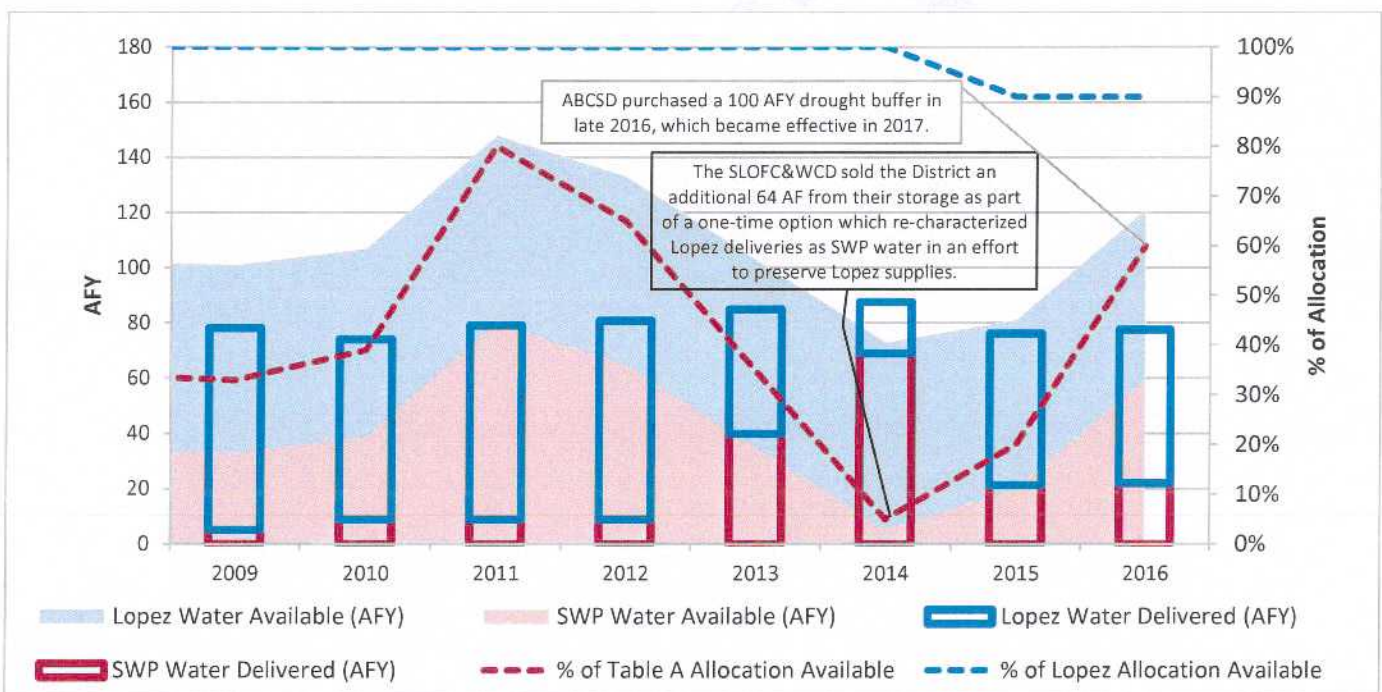


Figure 4-1. Historical SWP Table A Allocations and Deliveries to the District

#### 4.1.1 SWP & Lopez Water Treatment and Conveyance

The District is a subcontractor to the SLOFC&WCD for 100 AFY of SWP water and 100 AFY of SWP drought buffer water (effective as of January 2017) in addition to being a subcontractor to CSA 12 for 68 AFY of Lopez water. The Coastal Branch of the SWP conveys water from the California Aqueduct to San Luis Obispo and Santa Barbara Counties. Water in the Coastal Branch pipeline is treated at the Polonio Pass Water Treatment Plant. SWP water from the Coastal Branch is delivered to the District through the Lopez pipeline, which is connected to the Coastal Branch near the intersection of Orcutt Rd. and Lopez Dr. From this connection, SWP water is conveyed to the Lopez Water Treatment Plant where it discharges into the potable water clearwell. Raw Lopez water is also conveyed in a separate pipeline from Lopez Reservoir to the Lopez Water Treatment Plant for treatment and discharge to the clearwell. Treated Lopez and SWP water is delivered through the Lopez pipeline. The Lopez pipeline consists of approximately 13 miles of pipeline and terminates in Port San Luis Obispo. Using the Lopez pipeline, the SLOFC&WCD delivers SWP water to the following SWP subcontractors: City of Pismo Beach; Oceano Community Services District (OCS); San Miguelito Mutual Water Company



(SMMWC); Avila Beach Community Services District (District); Avila Valley Mutual Water Company (AVMWC); and the San Luis Coastal Unified School District. The Lopez contract agencies include the Cities of Arroyo Grande, Pismo Beach, Grover Beach, and communities of Oceano (OCSD) and Avila Beach (CSA 12). CSA 12 includes Avila Beach CSD and Port San Luis Harbor District, as well as additional small water systems and individual property owners located in the Avila Beach region. Figure 4-2 shows a schematic representation of the Lopez pipeline.



Date: 4/24/2017 Name: LopezPipeline

Figure 4-2. Lopez Pipeline

#### 4.1.2 SWP Water

The contracts between the California Department of Water Resources (DWR) and the 29 SWP water contractors define the terms and conditions governing the water delivery and cost repayment for the SWP. SWP Table A is an exhibit to these contracts. All water-supply related costs of the SWP are paid 100% by the contractors, and SWP Table A serves as a basis for allocating some of the costs among the contractors. In addition, SWP Table A plays a key role in the annual allocation of available supply among contractors. When the SWP was being planned, the amount of water projected to be available for delivery to the contractors was 4,173 million acre feet per year. This was referred to as the maximum project yield. It was recognized that in some years the project would be unable to deliver that amount, and in other years project supply could exceed that amount. The SWP Table A amount was used as the basis for apportioning available supply to each contractor and as a factor in calculating each contractor's share of the SWP's costs. There are other contract provisions that permit changes to an individual contractor's SWP Table A allocation under special circumstances.

Every year, DWR conducts modeling studies of the SWP system to determine the annual allocation, or percentage of the amount of Table A that can be delivered by the SWP system. This allocation is revised throughout the year as hydrologic conditions and other factors change.

SLOFC&WCD's SWP Table A contract amount is 25,000 AFY (Department of Water Resources, 2003). The Central Coast Water Authority (CCWA) and SLOFC&WCD have entered into a Master Water Treatment Agreement, which defines the available capacity for treatment and conveyance for SLOFC&WCD as 4,830 AFY (1992). Since SLOFC&WCD has a higher Table A amount than the treatment and conveyance capacity in the Coastal Branch, they can use this "excess allocation" to improve reliability for their subcontractors. The District added 100 AFY of drought buffer to their 100 AFY Table A allocation in late 2016 that became effective in January 2017. SLOFC&WCD's SWP subcontractor allocations are summarized in Table 4-1.



Table 4-1. SLOFC&WCD SWP Allocation Summary (San Luis Obispo County Flood Control and Water Conservation District Zone 3, January 20, 2017)

SWP Sub-Contractor	SWP Allocations (AFY)		
	Water Service Amount	Drought Buffer (Supply)	Total Reserved
<b>Chorro Valley Turnout</b>			
Morro Bay, City of	1,313	2,290	3,603
California Men's Colony	400	400	800
County Operations Center	425	425	850
Cuesta College	200	200	400
<i>Subtotal 1</i>	<b>2,338</b>	<b>3,315</b>	<b>5,653</b>
<b>Lopez Turnout</b>			
Pismo Beach, City of	1,240	1,240	2,480
Oceano CSD	750	750	1,500
San Miguelito MWC	275	275	550
Avila Beach CSD	100	100	200
Avila Valley MWC	20	60	80
San Luis Coastal USD	7	7	14
<i>Subtotal 2</i>	<b>2,392</b>	<b>2,432</b>	<b>4,824</b>
Shandon	100	-	100
<i>Subtotal 3</i>	<b>100</b>	<b>0</b>	<b>100</b>
<b>Total</b>	<b>4,830</b>	<b>5,747</b>	<b>10,577</b>
<i>SLO County Table A Allocation</i>			<i>25,000</i>
<i>"Excess Allocation"</i>			<b>14,423</b>

### 4.1.3 Lopez Water Supply

The Lopez Project was constructed in 1968/69 and is operated by SLOFC&WCD Zone 3 (Zone 3). The Lopez Project has historically been a very reliable source of water supply. The reservoir's total capacity is 51,990 AF with a storage capacity of 49,200 AF. The annual safe yield of the reservoir is 8,730 AFY with 4,530 AFY apportioned to contract agencies and the remaining 4,200 AFY reserved for downstream releases to maintain environmental and agricultural flows downstream. In years when less water is required to be released downstream in the Arroyo Grande Creek, additional water (known as surplus water) may be available to the Zone 3 member agencies, which include the Cities of Arroyo Grande, Grover Beach, Pismo Beach, the OCSD and CSA 12, which includes the District.

Storage at the end of 2015 was 13,847 AF, or 28%, of total storage capacity. From the 4,530 AFY of entitlements, Lopez provides a contractual supply of 68 AFY to the District, except for years when reservoir storage is below 15,000 AF, such as 2015. More details about the reliability of Lopez water is described in Section 5.1.2. Table 4-2 shows the contracted entitlements for municipal users of Lopez water.

**Table 4-2. Lopez Treatment and Distribution System Contract Entitlements**

<b>Water Contractor</b>	<b>Lopez WTP Water Supply Annual Entitlement (AFY)</b>
Arroyo Grande	2,290
Oceano CSD	303
Grover Beach	800
Pismo Beach	892
CSA 12 Total	245
<i>Avila Valley MWC Subtotal</i>	<i>12</i>
<i>San Miguelito MWC Subtotal</i>	<i>4</i>
<i>Avila Beach CSD Subtotal</i>	<i>68</i>
<i>Port San Luis Subtotal</i>	<i>100</i>
<i>Other CSA 12 Customers Subtotal</i>	<i>61</i>
<b>TOTAL</b>	<b>4,530</b>

## **5 Supply Reliability**

### **5.1 Supply Reliability by Source**

The relative reduction in available supplies during dry water years is variable, and depends on the projected reductions from each specific water source.

#### **5.1.1 SWP Water**

Contracted Table A allocations vary annually due to hydrologic variability, maintenance and repairs. During the recent drought, the SWP Table A allocation dropped as low as 5% in 2014. To combat this problem, SLOFC&WCD has developed a drought buffer system where water purveyors can purchase SLOFC&WCD’s excess state water allocation. Drought buffer water is water that has no pipeline capacity for delivery. Rather, it is used to increase deliveries when Table A allocations are less than 100%. For example, if Table A allocations were 50% of contracted amounts, the District would receive 50 AFY of water without a drought buffer, but would receive an additional 50 AFY with a 100 AFY drought buffer. The District purchased a 100 AFY drought buffer in late 2016 to supplement their Table A allocation of SWP water.

DWR’s *SWP 2015 Final Delivery Capability Report* estimates that the long-term average of Table A deliveries under historical conditions was approximately 62% of the maximum Table A amount (California Department of Water Resources, July 2015). The maximum delivery is estimated to be 98% and the minimum delivery is estimated to be 11%. The long-term average of 62% is assumed to be the average year supply available for the District’s Table A allocation and drought buffer, or 100 AFY of deliverable supply. However, the likelihood that 62% of the maximum Table A amount is available varies in single dry and multiple dry years as shown in Figure 4-1. Single dry and multiple dry years are based on the lowest historical SWP percentage allocations applied to the District’s 100 AFY and 100 AFY of drought buffer. The percentages for these years are 5% in 2014, and 15%, 5% and 20% for 2013-2015 respectively.

#### **5.1.2 Lopez Water**

The reliability of the District’s Lopez Water allocation is determined by local hydrologic conditions and is governed by the contracts between the SLOFC&WCD and the Zone 3 member agencies. According to the Zone 3 2015 UWMP, Lopez is a very reliable source of water with an annual safe yield of 8,730 AFY. The Low Reservoir Response Plan (LRRP) was adopted in December 2014 and enacted in April 2015 when reservoir storage went below 20,000 af. The enactment of Stage 2 of the LRRP resulted in approximately a 10% decrease in municipal diversions and downstream releases as shown in Table 5-1 and Table 5-2. The Zone 3 2015 UWMP projects that municipal entitlements will remain constant at



4,530 AFY through 2035 under normal conditions, and that it will be able to supply all contracted agencies with their requested allocations in full during single dry years and multiple dry years until the fourth dry year (Wallace Group, June 2016). For planning purposes, it is assumed that water supply from Lopez Water during dry water years will meet the District’s full allocation of 68 AFY, except in the third year of multiple dry years when it will be reduced by 10% to 61.2 AFY.

**Table 5-1. Initial Prescribed Municipal Diversion Reduction Strategy Under the LRRP**

Amount of Water in Storage (AF)	Municipal Diversion Reduction	Municipal Diversion (AFY) <sup>1</sup>
20,000	0%	4,530
15,000	10%	4,077
10,000	20%	3,624
5,000	35% <sup>2</sup>	2,941
4,000	100%	0

<sup>1</sup> The actual amount of water diverted may vary as agencies extend the delivery of their Lopez Entitlement.  
<sup>2</sup> The 35% reduction provides sufficient water to supply 55 gallons per capita per day (GPCD) for the estimated population of the Zone 3 agencies (47,696 in 2010 per the 2010 Zone 3 UWMP). 55 GPCD is the target residential indoor water usage standard used in California Department of Water Resource’s 2010 UWMP Method 4 Guidelines.

**Table 5-2. Initial Prescribed Downstream Release Reduction Strategy Under the LRRP**

Amount of Water in Storage (AF)	Downstream Release Reduction	Downstream Releases (AFY) <sup>1</sup>
20,000	9.5%	3,800
15,000	9.5%	3,800
10,000	75.6%	1,026
5,000	92.9%	300
4,000	100.0%	0

<sup>1</sup> These downstream releases represent the maximum amount of water that can be released. Actual releases may be less if releases can be reduced while still meeting the needs of the agricultural stakeholders and addressing the environmental requirements. (3, December 16, 2014)

**5.1.2.1 Surplus Lopez Water**

Historically, the District and other contracted agencies have received surplus water from Lopez depending upon yearly requirements for downstream release. The SLOCFC&WCD monitors the potential for surplus water availability consistent with the water supply agreement. For planning purposes, surplus water is not included as a reliable supply. The LRRP includes provisions for the Zone 3 agencies to extend the delivery of their Lopez water supplies while the LRRP is in effect. This in essence allows the Zone 3 agencies to carry over their unused Lopez supplies, minus evaporation, when under the LRRP.

**5.1.3 Factors Affecting Supply Reliability**

There are a variety of factors that can impact water supply reliability. The District relies solely on surface water, which is vulnerable to legal, environmental and climatic factors as shown in Table 5-3. The legal factors include the contractual obligations of Lopez water. Some environmental factors include the Endangered Species Act incidental take authorization requirements for steelhead and red-legged frogs downstream from the Lopez Water. For more information, see Section 5.1.3.2. Some climatic factors include extended drought conditions that could affect availability of Lopez and the SWP water supplies.



**Table 5-3 Factors Affecting Water Supply Reliability**

<b>Water Supply Sources</b>	<b>Legal</b>	<b>Environmental</b>	<b>Water Quality</b>	<b>Climatic</b>
Lopez Water	X	X		X
SWP Water		X		X

**5.1.3.1 Legal Factors**

The SLOFC&WCD is in discussions with the SWRCB regarding obtaining an amended water rights permit for its operation of Lopez. The current permit only allows for “diversion to storage” and not “direct diversion”. Currently, the Lopez Water utilizes “direct diversion” as part of its normal operations. The SLOFC&WCD is requesting a time extension on its original permit to allow it to submit its application for an amended permit that would allow for “direct diversion”. However, an amended permit cannot be obtained without a Habitat Conservation Plan (HCP), which is described in the Environmental Factors section below.

California’s water rights system affects the SWP indirectly. The priority of an appropriative water right in California is subordinate to all prior water rights, whether appropriative or riparian. Therefore, if another entity increases its use on a SWP water supply source (i.e. the Delta, the upstream Sacramento or San Joaquin River, or a tributary to either river) the overall amount of water availability to the SWP will decline.

**5.1.3.2 Environmental Factors**

The District’s surface water supply from the SWP has the potential to be affected by environmental issues, particularly involving the Delta Smelt in the Sacramento-San Joaquin Delta issues. SWP pumping capacities were reduced as a result of the May 2007 federal court ruling to protect Delta smelt. However, the District and other local SWP users have not been negatively affected to date by reduced SWP supplies since the District’s Table A allocations to its subcontractors are typically fulfilled, even in dry years. This is due to the SLOFC&WCD’s maintenance of excess, unused SWP entitlement. Therefore, even when SWP supplies are decreased, the SLOFC&WCD’s excess SWP entitlement provides a buffer so that contracted volumes to water purveyors, like the District, may still be provided in full. However, it is possible that the Delta’s fragile ecosystem, along with severely decreased precipitation patterns, may affect SWP supply reliability for the District at some point in the future. Additionally, at some point in the future the SLOFC&WCD’s excess allocation, which does not include the District’s drought buffer, may be sold to other parties and not available to the existing subcontracts for supply reliability.

Surface water from the Lopez Reservoir is a generally reliable water supply source for the District. However, deliveries have the potential to be affected by the presence of steelhead trout and the California red-legged frog that utilize the Arroyo Grande Creek watershed downstream of Lopez Dam, and are considered threatened species under the Federal Endangered Species Act. The Endangered Species Act permits non-federal entities to obtain incidental take authorization for protected species by developing a Habitat Conservation Plan (HCP). As of February 2015, the SLOFC&WCD initiated a new draft of the HCP that incorporates an updated model. The HCP update is still under development at the time of preparation of this TM. It is anticipated that a new downstream release program will be proposed to the environmental regulatory agencies in the near future (7). The HCP, in conjunction with contractual water supply obligations to the Zone 3 member agencies and releases for downstream users, is intended to maintain protection of steelhead, red-legged frog, and habitat enhancement for other environmentally sensitive biota.

**5.1.3.3 Water Quality Factors**

It is not anticipated that water quality will affect water management strategies and/or supply reliability for Lopez except possibly at very low Lopez water levels. In 2015, the State Water Resources Control Board (SWRCB) completed a Sanitary

Survey Report for Lopez Project and concluded no contaminants within the water supply, however the source was vulnerable to activities located near the drinking water source. The San Luis Obispo County (County) issued a Waterline Disinfection Procedures in 2015 to outline minimum requirements for disinfection and testing of new and repaired potable water mains.

The primary water quality factors affecting SWP supply reliability sources are from its main reservoir, the Delta. Because the Delta is an estuary, salinity levels are a water quality concern. The SWP monitors their operations to ensure compliance with regulatory standards.

#### **5.1.3.4 Climatic Factors**

Climatic factors affecting the reliability of a given water supply system generally are a function of seasonal precipitation and runoff characteristics. As such, limited recharge and/or drought conditions pose threats to availability of the District's surface water supplies.

California has experienced below-average precipitation and runoff since approximately 2006, resulting in reduced storage in SWP reservoirs. In response, DWR has continued to limit SWP allocations to contractors. However, the SLOFC&WCD's current condition of excess allocation has resulted in the District continually receiving its contracted allocation in full. Climate change may reduce the SWP's median reservoir carryover storage. Carryover water is the SWP's backup water supply used only during periods of supply shortage. This shortage would reduce the flexibility in the systems during critically dry years.

## **5.2 Supply & Demand Comparison in Average & Dry Conditions**

### **5.2.1 Historic and Future Conditions**

This section considers the District's water supply reliability during three climate-related water scenarios, or water year types: normal year, single dry year, and multiple dry years. This methodology of estimating supply reliability was developed by DWR for urban water suppliers' Urban Water Management Plans (UWMPs) and is considered an industry standard. These water year types are defined as follows:

**Normal Year:** The normal year is a year, or an averaged range of years, in the historical sequence that most closely represents mean rainfall and recharge levels and patterns, or available supply. It is defined as the mean usable supply available based on historical average conditions for each supply source.

**Single Dry Year:** This is defined as the year with the minimum useable supply. The supply quantities for this condition are derived from the minimum historical allocations available for each supply source.

**Multiple Dry Years:** This is defined as the three (or more) consecutive years with the minimum useable supply. Water systems are more vulnerable to these droughts of long duration, because they deplete water storage reserves in local and state reservoirs. The supply quantities for this condition are derived from the minimum of historical three-year running average yields.

### **5.2.2 Basis of Water Year Types**

Historic SWP and Lopez allocations based on hydrologic records analyzed by DWR and the SLOFC&WCD were examined to establish a basis of historical normal year, and historical supply allocations were used to establish a basis of single dry and multiple dry years as shown in Table 5-4 and Table 5-5.



**Table 5-4. Basis of Water Year Types**

Supply Source	Average/ Normal Year <sup>(1)</sup>	Single Dry Year <sup>(2)</sup>	Multiple Dry Years <sup>(2)</sup>		
			2013	2014	2015
State Water Project	1921-2003	2014	2013	2014	2015
Lopez Reservoir	1991-1992	2015	2014	2015	2016

**Notes:**  
 1. Normal year supplies are based on current contractual agreements and historical allocations with the SWP and Lopez Project, and the Zone 3 Final Urban Water Management Plan Update 2015 (Wallace Group, June 2016).  
 2. Single and Multiple Dry values are based on actual SWP Table A allocation percentages from 2013-2015 applied to the District's Table A allocation and drought buffer, and Lopez allocations for 2014-2016.

**Table 5-5. Historical Water Supply Conditions**

Supply Source	Average/ Normal Year (AFY) <sup>(1)</sup>	Single Dry Year (AFY) <sup>(2)</sup>	Multiple Dry Years (AFY) <sup>(2)</sup>		
			Year 1	Year 2	Year 3
State Water Project	100	10	70	10	40
Lopez Reservoir	68	61.2	68	61.2	61.2
<b>Total</b>	<b>168</b>	<b>71</b>	<b>138</b>	<b>71</b>	<b>101</b>
<b>Percent of Normal</b>		<b>42%</b>	<b>82%</b>	<b>42%</b>	<b>60%</b>

**Notes:**  
 1. Normal year supplies are based on current contractual agreements and historical allocations with the SWP and Lopez Project, and the Zone 3 Final Urban Water Management Plan Update 2015 (Wallace Group, June 2016).  
 2. Single and Multiple Dry values are based on actual SWP Table A allocation percentages from 2013-2015 applied to the District's Table A allocation and drought buffer, and Lopez allocations for 2014-2016.

**5.2.3 Projected Normal Year Supply/Demand**

The normal year water demands through buildout are estimated based on the demands summarized in Section 3.2.2. The projected normal year water supply and demand projections are provided in Table 5-6. The available supplies during a normal year represent 100 percent of the available supplies discussed in Section 4.

**Table 5-6. Supply and Demand – Normal Year**

Supply/Demand Condition	Projected Supply/Demand (AFY)					
	2020	2025	2030	2035	2040	Buildout
Supply Totals	168	168	168	168	168	168
Demand Totals	82	86	92	101	105	108
<b>Supply and Demand Difference</b>	<b>86</b>	<b>82</b>	<b>76</b>	<b>67</b>	<b>63</b>	<b>60</b>
<b>Difference as Percent of Supply</b>	<b>51%</b>	<b>49%</b>	<b>45%</b>	<b>40%</b>	<b>38%</b>	<b>35%</b>

**5.2.4 Projected Single Dry Year Supply/Demand**

The projected single dry year water demands through buildout are equivalent to normal year demands, assuming that water demands do not change as a result of dry conditions. The anticipated supply decrease during a single dry year, compared to a normal year, is based on the actual water supply from 2014 for SWP and 2015 for Lopez and assumes that additional supplies from stored, surplus or excess allocation are not available from the SWP or Lopez. As shown in Table 5-7, the District’s supplies are consistently less than projected demands during single-dry year conditions.



**Table 5-7. Supply and Demand Comparisons – Single Dry Year**

Supply/Demand Condition	Projected Supply/Demand (AFY)					
	2020	2025	2030	2035	2040	Buildout
Supply Totals	71	71	71	71	71	71
Demand Totals	82	86	92	101	105	108
Supply and Demand Difference	-11	-15	-21	-30	-34	-37
Difference as Percent of Supply	-17%	-21%	-29%	-41%	-47%	-52%

**5.2.5 Projected Multiple Dry Year Supply/Demand**

The projected multiple dry year water demands through buildout are equivalent to normal year demands, assuming that water demands do not change as a result of dry conditions. The anticipated supply decrease during a multiple dry years period, compared to a normal year, is based on the actual water supply from 2013 through 2015 for State water and 2014-2016 for Lopez water and assumes that additional supplies from stored, surplus or excess allocation are not available from the SWP or Lopez. As shown in Table 5-8, the District’s supplies are above and below projected demands during multiple-dry year conditions.

**Table 5-8. Supply and Demand Comparison - Multiple Dry Year Events**

Supply/Demand Condition	Projected Supply/Demand (AFY)					
	2020	2025	2030	2035	2040	Buildout
<b>Year 1</b>						
Supply Totals	138	138	138	138	138	138
Demand Totals	82	86	92	101	105	108
Supply and Demand Difference	56	52	46	37	33	30
<b>Year 2</b>						
Supply Totals	71	71	71	71	71	71
Demand Totals	82	86	92	101	105	108
Supply and Demand Difference	-11	-15	-21	-30	-34	-37
<b>Year 3</b>						
Supply Totals	101	101	101	101	101	101
Demand Totals	82	86	92	101	105	108
Supply and Demand Difference	19	15	9	0	-4	-7

**5.3 Recommendations**

Based on the analysis described in the previous sections, WSC recommends that the District continue to assess opportunities to bolster and diversify its supply portfolio to ensure reliability during dry years. The District’s potential supply opportunities may include new sources, such as recycled water or desalinated water, and new allocations of existing sources through transfers or agreements with neighboring water suppliers. Other potential mechanisms to address supply shortages may include enhancing conservation programs or the District’s Water Shortage Response and Management Plan to target specific demand reductions under various supply condition scenarios.

## 6 References

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**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager



DATE: June 13, 2017

SUBJECT: Request for Discharge of Treated Groundwater to the District Sewage Collection System

**Recommendation:**

Receive Report and Provide Direction to Staff

**Discussion:**

In late 2015, Avocet Environmental Inc., sent a letter to the District on behalf of Chevron Environmental Management Company (CEMC), regarding the potential to discharge treated groundwater to the District sewer collection system. CEMC was evaluating alternative methods to manage the treated groundwater in order to reduce traffic impacts, safety risk, air emissions and costs. In 2016, CEMC temporarily curtailed the operation of the groundwater remediation system and therefore no further staff analysis was performed on the feasibility of the District accepting the treated water.

In April 2017, Avocet contacted the District and advised that the remediation system was going to be put back on-line and requested that the District evaluate the possibility and cost of discharging to the sewer system. When staff initially reviewed the water quality data in late 2015, it appeared that the treated groundwater would meet all of the District's permit limitations. However, staff would need to conduct further analysis to confirm that the collection system can handle the proposed flowrate and complete a more thorough analysis of the potential impacts to the treatment plant and maintaining compliance with all permit limitations.

The purpose of this staff report is to advise the Board that CEMC has re-initiated their request and seek Board input on the issue. The proposed discharge amount (2,000 gallons per day) is equivalent to approximately 3% – 4% of the District's average dry weather flow (50,000 – 75,000 gallons per day) and the plant does have hydraulic capacity to handle the increase. All things being equal, it may be an opportunity for the District to realize some additional, albeit temporary, revenue. However, as noted above, staff will need to do some additional analysis to ensure the treated water will not have a negative impact on the plant, permit compliance and/or District collection system facilities.



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

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors  
FROM: Facilities Committee  
VIA: Brad Hagemann, General Manager   
DATE: June 13, 2017

SUBJECT: Former Fire Station Tenant Lease Agreement and Relocation of District Office

**Recommendation:**

Receive Staff Report and Provide Direction to Staff

**Background:**

In January 2002, the District entered in to a lease with Plural Productions for the commercial building and property located at 100 San Luis Street (former Fire Station). In March 2005, Vizdom Software Inc. (Vizdom) took over the lease of the building and property from Plural Productions Inc. In March 2007, the District and Vizdom amended the Lease Agreement to among other things, extend the term of the lease to December 31, 2007, provide for an option to renew the Lease for an additional five year period and amend the rental rates. In September 2012, the District and Vizdom amended the March 7, 2007, Lease Agreement to extend the Lease for another five years (ending on December 31, 2017) and set the rent at \$2,680 per month with an annual increase of the greater of: (1) Consumer Price Index for the previous 12 months or (2) 5%. On February 13, 2017, Mr. Mike Lacey of Vizdom proposed to change to a “year to year” lease arrangement with a 6 month termination notice from either party and reduce the annual rent increase from a minimum of 5% to 2%.

Staff prepared a report for the District’s March 14, 2017, Board meeting that provided background information and a discussion that summarized estimated current market rates for commercial service property in the Avila area and options the Board might consider regarding moving the District office to the former Fire Station location at the end of the current tenant’s lease agreement (December 31, 2017).

At the April 11, 2017, Board Meeting, the Directors received the Staff Report and continued the discussion of the pros and cons of moving the District Office to the former Fire Station. President Kelley summarized his March 17, 2017, “walk through” with Mr. Lacey from Vizdom



and noted the inside of the building was in relatively good shape. Vizdom had completed some tenant improvements to accommodate their software business by adding several walls that created office spaces. The current floor plan includes four office spaces, a server room, storage room, kitchen area and a large “studio area” that was the former fire truck parking area. The studio area is approximately 920 square feet and would work well for a multi-purpose meeting room and display area for historical items relevant to the Avila Beach area.

At the conclusion of the April 11, meeting discussion, the Board referred the item to the Facilities Committee (Director DeWeese and Director Najarian) for further review. The Committee members agreed to schedule another walk-through of the facility and provide a report back to the full Board at the May 9, Board meeting or the next regularly scheduled Board meeting.

### **Discussion:**

#### Facilities Committee Meeting:

On May 1, 2017, the Facilities Committee met at the former Fire Station and did a walk-through with Mike Lacey and District staff. Following the walk through the Committee met and discussed the issues associated with moving the District Office. The Committee members requested Staff to prepare a summary of their findings and conclusions.

- The existing District office and file storage facilities are sub-standard for the District’s current and future operations. The former Fire Station provides a permanent, more productive staff office space, ample storage for District records and files (some of which are currently stored in sub-standard facilities at the WWTP), a multi-purpose meeting room that would be used for Board meetings, Committee meetings and medium sized Fire Department training meetings, plus an appropriate space where historical photos of Avila Beach could be displayed on the walls.
- Moving the District operations to the former Fire Station would address the limitations and deficiencies of the existing District facilities. The space would also provide for a significantly improved branding opportunity for the District.
- The relocation would require some one-time expenses including moving costs, minor improvements to restroom facilities, and other ancillary costs. Staff estimates the one-time costs will not exceed \$5,000.
- The Committee recognizes that the difference in continuing to lease the existing 440 square foot space at a cost of approximately \$1,000 per month and leasing the 2,400 square foot former Fire Station at \$3,265 per month results in a positive cash flow. Moving the District operations to the former Fire Station would result in a net negative cash flow from the current situation as shown below.

Annual Rent Income	\$38,000
Annual Rent Expenses	(\$12,000)
Annual Off-Site Storage	( \$ 2,500)
Net Cash Basis	\$23,500/year

The Committee recognizes that the District may be able to lease out a portion of space in the former Fire Station that may bring in a \$750 - \$1,000 per month (\$9,000 - \$12,000 per year). However, at this point that is speculative.

- The Committee asserted that, if the Board should direct the staff to pursue moving operations to the former Avila Beach Fire Station, that it should be done to coincide with the end of the current lease with the Avila Beach Community Foundation (Fall of 2017).
- Director Najarian requested that, given that the current tenant affirmed its desire to remain in the space, that giving them the opportunity to share space be re-approached (the tenant previously was not open to that arrangement). If the current tenant would be agreeable to sharing the space with ABCSD, it could offset projected negative net cash flow concerns.
  - The current tenant has subsequently confirmed it is not open to sharing space.
- The committee asked staff if the space was sufficient to host ABCSD, a tenant, and Avila Beach Historical pictures, and staff was certain that it is sufficient.

The Committee members will discuss their findings and conclusions at the Board meeting and welcome additional input from the full Board and the public.





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

Post Office Box 309, Avila Beach, CA. 93424

TO: Board of Directors

FROM: Brad Hagemann, General Manager



DATE: June 13, 2017

SUBJECT: Consider Adoption of the FY 2017-18 Annual Budget including: Resolutions No.'s 2017-05, A Resolution for Determination of Appropriation Limitation for the FY 2017-18 and Resolution No. 2017-06 Adopting the FY 2017-2018 Budget.

Recommendation:

1. Receive Staff Report and Board Comment on the Proposed FY 2017/18 Budget
2. Open Public Hearing and Receive any Public Comment
3. Close the Public Hearing
4. Consider any further changes to be made to the proposed budget
5. Adopt as Final, the Proposed Budget for FY 2017-18, by adopting Resolution Nos. 2017-05 and 2017-06, or if necessary, continue this item to a date certain for further consideration.

Funding:

As presented in the Proposed Budget

Discussion:

Each year the District must prepare and adopt an operating and capital projects budget for the coming Fiscal Year. The budget preparation process includes any adjustments to the water and/or sewer fee schedules. In June 2014, the Board adopted a five year rate schedule that included increasing the water rates by 10% and the sewer rates by 25% on July 1<sup>st</sup> of each year through July 1, 2018. The current monthly residential rates are \$54.20 for Water and \$56.15 for Sewer and they include up to 5 units (3,740 gallons) of water.

Staff met with the Finance Committee on April 27, 2017, to review the FY 2017/18 Preliminary Budget. Among other things, the Committee considered increasing the water and sewer rates the full amount approved in June 2014 or by a lesser amount. Based on the estimated year-end FY 2016/17 revenue and expenses and the projected FY 2017/18 revenues and expenses, the Committee recommended not increasing the rates effective July 1, 2017. The Committee directed staff to prepare the Preliminary draft of the FY 2017/18 budget without a rate increase. Staff intended to present the Preliminary FY 2017/18 budget at the May 9, 2017 Board meeting, but the meeting was cancelled due to lack of a quorum. Staff has prepared and circulated a Notice of Public Hearing for Adoption of the FY 2017/18 Budget (attached).

Attached is the Final Draft of the FY 2017/18 budget. The Final Draft Budget is very similar to the FY 2016/17 Operations and Maintenance budget. Since there is no proposed water or sewer rate increase, FY 2017/18 revenues are projected to be only slightly above the project FY 2016/17 revenues, due to a slight projected increase in tax revenues. Operation and Maintenance expenses are expected to increase 5% – 10% in FY 2017/18 due to annual cost of living increases in contract operations, increased maintenance costs due to aging equipment, and a slight increase in administrative costs.

I do recommend that the Board approve promoting our existing Accounting Clerk (Kristi Dibbern) from the Accounting Clerk classification to the Administrative Secretary classification. Ms. Dibbern is doing an excellent job at managing the utility billing system. In addition, she also attends all Board meetings, assists with the preparation and review of staff reports, ensures appropriate signatures are obtained for Board actions and prepares the Board meeting minutes. I believe those additional duties (along with others) warrant a promotion to the Administrative Secretary classification. The increased annual cost for the promotion is approximately \$250 per month. Staff will summarize the Draft Budget and respond to Board questions or comments at the June 13, 2017, hearing.

Following staff's presentation of the Draft Budget, the Board should open the public hearing, receive public comment, close the public hearing, consider any further changes and then consider adoption of Resolution No. 2017-05, (which increases the District's Appropriation Limitations) and Resolution No. 2017-06 which formally adopts the FY 2017/18 District Budget. Alternatively, the Board may direct staff to make changes to the Draft Budget and bring it back for Board consideration at the July 11, 2017, Board meeting.



THE *Newspaper of the Central Coast*  
TRIBUNE

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In The Superior Court of The State of California  
In and for the County of San Luis Obispo  
AFFIDAVIT OF PUBLICATION

AD # 3081243  
AVILA BEACH CSD

STATE OF CALIFORNIA

ss.

County of San Luis Obispo

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen and not interested in the above entitled matter; I am now, and at all times embraced in the publication herein mentioned was, the principal clerk of the printers and publishers of THE TRIBUNE, a newspaper of general Circulation, printed and published daily at the City of San Luis Obispo in the above named county and state; that notice at which the annexed clippings is a true copy, was published in the above-named newspaper and not in any supplement thereof – on the following dates to wit; MAY 27, 2017 that said newspaper was duly and regularly ascertained and established a newspaper of general circulation by Decree entered in the Superior Court of San Luis Obispo County, State of California, on June 9, 1952, Case #19139 under the Government Code of the State of California.

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

  
(Signature of Principal Clerk)

DATE: MAY 27, 2017

AD COST: \$137.94

NOTICE OF PUBLIC HEARING  
AVILA BEACH COMMUNITY SERVICES DISTRICT  
ADOPTION OF FISCAL YEAR 2017/2018 BUDGET

DATE: June 13, 2017  
TIME: 7:00 PM  
PLACE: District Meeting Room  
191 San Miguel Street,  
Avila Beach, CA 93422

PLEASE TAKE NOTICE:

1. The District has prepared a proposed final Budget for Fiscal Year 2017/18 which is available for inspection, during regular District business hours, at the District office located at 191 San Miguel Street, Avila Beach, California.
2. On June 13, 2017, at 7:00 pm, the District's Board of Directors will meet to consider the adoption of the final Budget.
3. At the time and place specified in this Notice any person may appear to be heard regarding any item in the Budget, including the addition of other items.
4. The public hearing may be continued from time to time.

If you should have questions, please contact the District Office at [avilacsd@gmail.com](mailto:avilacsd@gmail.com) or (805) 595-2664.  
May 27, 2017 3081243



**AVILA BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2017-05**

**A RESOLUTION FOR DETERMINATION OF  
APPROPRIATION LIMITATION FOR THE  
2017-2018 FISCAL YEAR  
AND  
REQUESTING DISTRIBUTION OF  
SPECIAL DISTRICT AUGMENTATION FUNDS**

WHEREAS, Article XIII B of the California Constitution specifies that appropriations made by governmental entities may increase annually by the change in population and the change in either the California Per Capita Personal Income or the change in the local assessment roll due to local residential construction; and

WHEREAS, it has been determined by the State Department of Finance that the percent change in the California Per Capita Personal Income (CPCPI) is **1.0369** and the percent change in the population (POP) of the unincorporated areas of San Luis Obispo County is **0.33** and,

WHEREAS, the appropriation, subject to limitation (estimated net tax proceeds excluding Augmentation Funds) has been determined to be **\$5,352,204**; and

WHEREAS, the appropriation limit exceeds the appropriation subject to limitation; and,

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED by the Board of Directors, of the Avila Beach Community Services District, San Luis Obispo County, California, as follows:

1. That the ratio of change is and is determined as follows:

$$1.0369 \times 1.0033 = 1.0403$$

2. That the 2017-2018 appropriation limit is and is determined as follows:

2016-2017 Limitation		\$ <u>5,352,204</u>
2017-2018 Ratio of Change	X	<u>1.0403</u>
2017-2018 Appropriation Limitation		\$ <u>5,568,014</u>

3. That the Appropriation Limitation (\$5,568,014) exceeds the Appropriation subject to Limitation (\$478,389) by \$5,089,625.

4. No further adjustment to the 2017-2018 appropriation limitation has been made for mandated costs. However, any new mandated costs or increases in existing mandated costs would increase the limitation by the amount of "Proceeds from Taxes" used to finance mandates in fiscal year 2017-2018.
  
5. That the County of San Luis Obispo distribute to the District, the District's share of the Special District's Augmentation Funds, if any, as determined by the Board of Supervisors.

Upon motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, and on the following roll call vote to wit:

AYES:

NOES:

ABSENT:

the foregoing Resolution is hereby adopted this 14<sup>th</sup> day of June, 2016.

\_\_\_\_\_  
Peter Kelley, President

ATTEST:

\_\_\_\_\_  
Secretary to the Board of Directors

**AVILA BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2017-06**

**A RESOLUTION ADOPTING THE 2017-2018 FISCAL YEAR BUDGET**

WHEREAS, The District is required, pursuant to state codes to designate a custodian for its monies; and,

WHEREAS, such custodianship requires that proper methods be used for the acquisition and disbursement of District monies; and,

WHEREAS, the District desires to make known its planned activities and associated costs for the 2017-2018 fiscal year.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED by the Board of directors, Avila Beach Community Services District, San Luis Obispo County, California, as follows:

1. That the proposed budget entitled, "Avila Beach Community Services District 2017/18 Fiscal Year Budget," be adopted as submitted or amended.
2. That the budget be administered as established by past policies and practices.

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

AYES:

NOES:

ABSENT:

ABSTAIN:

The foregoing resolution is hereby adopted this 13<sup>th</sup> day of June, 2017.

\_\_\_\_\_  
Peter Kelley, President

ATTEST:

\_\_\_\_\_  
Secretary to the Board of Directors





# **Avila Beach Community Services District**

## **2017/18 Fiscal Year Budget**

Presented to the Board of Directors

June 13, 2017

Peter Kelley, President  
Lynn Helenius, Vice President  
Eric DeWeese  
Ara Najarian

Proposed by:

Brad Hagemann  
General Manager/District Engineer

**Avila Beach Community Services District  
2017-18 Fiscal Year Budget**

**Fund Balances**

**AVILA BEACH COMMUNITY SERVICES DISTRICT**  
***Cash Account Balances***  
***Estimated FY 2016/17 Ending Balances***

**LAIF - General**

Beginning Balance	07/01/16	\$	2,219,633
Interest		\$	14,000
Approx Ending Balance	06/30/17	\$	<u>2,233,633</u>

**General Checking - Heritage Oaks**

Approx Ending Balance	06/30/17	\$	600,000
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**Payroll Checking - Bank of America**

Approx Ending Balance	06/30/17	\$	6,500
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**Totals**

Approx Ending Balance	06/30/17	\$	<u>2,840,133</u>
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**Avila Beach Community Services District  
2017-18 Fiscal Year Budget**

**Budget Summary**

Avila Beach Community Services District  
**Operations Maintenance Budget**

**Combined Detail**  
 Fiscal Year 2017/18

Ordinary Income/Expense	Combined Income	Admin/Gen	Sanitary	Water	Street Lights	Solid Waste	Total
<b>Income</b>							
4010 · Operating Revenue	0	450,000	455,000	0	0	0	905,000
4012 · S W Franchise Fee						17,000	17,000
4020 · Ambulance Franchise	3,800	0	0	0	0	0	3,800
4029 · Interest Income	15,000	0	0	0	0	0	15,000
4030 · County Taxes	225,000	265,000	75,000	16,000	0	0	581,000
4050 · Harbor Charges	0	60,000	0	1,200	0	0	61,200
4090 · Rental Income	38,000	0	0	0	0	0	38,000
4100 · Misc Income	0	0	0	0	0	0	0
<b>Total Income</b>	<b>281,800</b>	<b>775,000</b>	<b>530,000</b>	<b>17,200</b>	<b>17,000</b>	<b>17,000</b>	<b>1,621,000</b>
<b>Expense</b>							
5230 · Payroll Taxes	800	0	0	0	0	0	800
5242 · Health Insurance	8,400	0	0	0	0	0	8,400
5254 · CalPERS Kathy	13,000	0	0	0	0	0	13,000
5256 · CalPERS Kristi	4,200	0	0	0	0	0	4,200
5260 · Work Comp Insurance	1,100	0	0	0	0	0	1,100
5280 · Payroll Expenses	37,000	0	0	0	0	0	37,000
6102 · Accounting	12,000	0	0	0	0	0	12,000
6103 · Accounting Audit	8,500	0	0	0	0	0	8,500
6120 · Dues & Subscriptions	4,000	500	500	0	0	0	5,000
6130 · LAFCo Fees	5,200	0	0	0	0	0	5,200
6135 · Legal	25,000	10,000	2,000	0	0	0	37,000
6140 · Office Supplies & Post	7,500	1,500	1,200	0	0	0	10,200
6145 · Public Notices	1,000	0	0	0	0	0	1,000
6155 · Rent	10,500	0	0	0	0	0	10,500
6160 · Training	5,000	0	0	0	0	0	5,000
6165 · Fuel & Travel	0	1,000	0	0	0	0	1,000
6170 · Web Site	2,400	0	0	0	0	0	2,400
6503 · Chemicals	0	75,000	2,000	0	0	0	77,000
6505 · Contract Labor O & M	0	185,000	72,000	0	0	0	257,000
6506 · Contract Labor GM	135,000	0	0	0	0	0	135,000
6510 · Critical Spare Parts	0	7,500	5,000	0	0	0	12,500
6515 · Engineering	0	15,000	20,000	0	0	0	35,000
6520 · Equip Repairs & Mainte	2,500	50,000	10,000	5,000	0	0	67,500
6525 · Fat Oil & Grease Progrz	0	6,000	0	0	0	0	6,000
6530 · Generator Maintenance	0	4,000	0	0	0	0	4,000
6535 · Insurance	5,500	5,500	4,800	0	0	0	15,800
6540 · Lab Tests	0	45,000	2,000	0	0	0	47,000

Avila Beach Community Services District  
**Operations Maintenance Budget**  
**Combined Detail**  
 Fiscal Year 2017/18

Combined	Admin/Gen	Sanitary	Water	Street Lights	Solid Waste	Total
6543 · Management	0	0	0	0	0	0
6545 · Miscellaneous	0	0	0	0	0	0
6550 · Operating Supplies	0	6,500	6,000	0	0	12,500
6555 · Permits & Fees	0	10,000	4,500	0	0	14,500
6565 · Regulatory Permit Compliance	0	15,000	10,000	0	0	25,000
6560 · Plan Checks	0	0	1,000	0	0	1,000
6570 · Safety Gear	0	650	100	0	0	750
6575 · Small Tools	0	500	500	0	0	1,000
6580 · Solids Handling	0	33,000	0	0	0	33,000
6585 · Telephone	3,000	4,400	0	0	0	7,400
6590 · Utilities	2,000	25,000	2,000	12,500	0	41,500
6591 · Yard Improvements	0	0	500	0	0	500
6805 · State Water	0	0	125,000	0	0	125,000
6802 · Lopez Water	0	0	100,000	0	0	100,000
<b>Sub total Operating Expense</b>	<b>293,600</b>	<b>501,050</b>	<b>369,100</b>	<b>17,500</b>	<b>0</b>	<b>1,181,250</b>
<b>Allocation of Admin Transfer</b>						
6104 · Admin Transfer	-293,600	50%	40%	5%	5%	0
<b>Total Expense</b>	<b>0</b>	<b>146,800</b>	<b>117,440</b>	<b>14,680</b>	<b>14,680</b>	<b>1,181,250</b>
6600 · Cal Fire Contract Labor	175,000					175,000
1600 · Fixed Assets Depreciat	0	100,474	29,680	0	0	130,154
<b>Net Profit/ Loss</b>	<b>106,800</b>	<b>26,676</b>	<b>13,780</b>	<b>-14,980</b>	<b>2,320</b>	<b>134,596</b>

Updated: 6/1/17



**Avila Beach Community Services District  
2017-18 Fiscal Year Budget**

**General/Administrative Fund**

Avila Beach Community Services District  
Admin/General Budget

Fiscal Year 2017/18

Administrative/General Ordinary Income/Expense	16/17 Budget	16/17 Projected	16/17 Comments	17/18 Proposed Budget	17/18 Comments
<b>Income</b>					
4010 · Operating Revenue	0	0		0	
4020 · Contract Services Ambulance	2,500	3,800		3,800	
4030 · County Taxes	220,000	220,000		225,000	70% GF Tax
4050 · Harbor Charges	0	0		0	
4070 · Late Charge Penalty	0	0		0	
4090 · Rental Income	38,000	38,000		38,000	
4100 · Misc Income	0	0		0	
4600 · Interest Income	6,500	13,500	Higher Interest Rates	15,000	LAIF interest
<b>Total Income</b>	<b>267,000</b>	<b>275,300</b>		<b>281,800</b>	
<b>Expense</b>					
5200 · Payroll Expenses	35,000	35,000		37,000	<b>5% Salary Increase</b>
5230 · Payroll Taxes	560	800		800	
5242 · Health Insurance	10,200	8,000		8,400	\$700 monthly insurance
5254 · CalPERS Kathy	12,000	12,000		13,000	Retiree Unfunded Liability
5256 · CalPERS Kristi	3,000	4,000		4,200	Employee
5260 · Work Comp Insurance	854	1,000		1,100	Employee
6102 · Accounting Labor	15,000	18,000	Included Audit and Accounting	12,000	
6103 · Accounting Audit				8,500	Separate line item for Audit
6104 · Administrative Transfer	0	0		4,000	CSDA membership
6120 · Dues & Subscriptions	4,000	3,800		5,200	Anticipates a slight increase
6130 · LAFCo Fees	5,000	4,767		25,000	Continue As-Needed Policy
6135 · Legal	25,000	15,000	Legal attending Board mtgs as needed	7,500	
6140 · Office Supplies & Postage	7,500	7,500		1,000	
6145 · Public Notices	1,000	800		10,500	
6155 · Rent	9,500	9,725		5,000	
6160 · Training	5,000	2,500		2,400	Add line item to Admin Budget
6170 · Webpage					

Avila Beach Community Services District  
**Admin/General Budget**

Fiscal Year 2017/18

Administrative/General	16/17	16/17	17/18	17/18 Comments
	Budget	Projected	Proposed Budget	
6506 · Contract Labor GM	125,000	135,000	135,000	Contract GM
6520 · Equip Repairs & Maint	2,500	1,900	2,500	Copier & IT Support/Back-up
6535 · Insurance	4,800	4,800	5,500	
6543 · Management	0	0	0	
6550 · Operating Supplies	0	0	0	
6585 · Telephone & Internet	3,000	2,800	3,000	Admin Office
6590 · Utilities	2,000	2,000	2,000	
6545 · Miscellaneous	0	0	0	
<b>Total Admin Expense</b>	<b>270,914</b>	<b>271,792</b>	<b>293,600</b>	
<b>6600 · Cal Fire Contract Labor</b>	<b>175,000</b>	<b>162,000</b>	<b>175,000</b>	Cal Fire Contract Services

Administrative costs spread to other funds: Street Lights & Solid Waste 5% each, Water 40% & Sanitary 50%

Notes:



**Avila Beach Community Services District  
2017-18 Fiscal Year Budget**

**Sanitary Fund**

**Avila Beach Community Services District  
Sanitary Budget**  
Fiscal Year 2017/18

Sanitary	16/17 Budget	16/17 Projected	16/17 Comments	17/18 Proposed Budget	17/18 Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4003 · Operating Revenue	475,000	450,000		450,000	0% rate increase
4007 · Harbor Charges	60,000	62,000		60,000	
4009 · County Taxes	236,000	255,000		265,000	
<b>Total Income</b>	<u>771,000</u>	<u>767,000</u>		<u>775,000</u>	
<b>Expense</b>					
6120 · Dues & Subscriptions	500	350		500	Underground Service Alert
6135 · Legal	10,000	1,000		10,000	Anticipates additional support for permit renewal
6140 · Office Supplies & Postage	1,500	1,000		1,500	
6165 · Fuel & Travel	1,000	1,000		1,000	
6503 · Chemicals	70,000	69,300		75,000	Anticipate 5% Increase
6505 · Contract Labor	185,000	175,000		185,000	Anticipates 5% increase
6510 · Critical Spare Parts	15,000	5,500		7,500	
6515 · Engineering	25,000	7,500		15,000	Contract as needed Non-CIP
6520 · Equip Repairs & Maintenance	30,000	50,000		50,000	age of equipment
6525 · Fat Oil & Grease Program	6,000	5,200		6,000	Contract program
6530 · Generator Maintenance	4,000	3,100		4,000	
6535 · Insurance	5,000	5,000		5,500	10% Rate Increase
6540 · Lab Tests	45,000	40,000		45,000	
6545 · Miscellaneous	0	0		0	
6550 · Operating Supplies	8,000	5,500		6,500	
6555 · Permits & Fees	10,000	9,500		10,000	

**Avila Beach Community Services District  
Sanitary Budget  
Fiscal Year 2017/18**

Sanitary	16/17 Budget	16/17 Projected	16/17 Comments	17/18 Proposed Budget	17/18 Comments
<b>Sanitary</b>					
<b>6565 · Regulatory Permit Compliance</b>	25,000	1,500	No Permit Renewal yet	15,000	Contract as needed
<b>6570 · Safety Gear</b>	450	650	Gloves/Safety gear	650	
<b>6575 · Small Tools</b>	500	350		500	
<b>6580 · Solids Handling</b>	30,000	30,000		33,000	Bio Solids Transport & Disposal
<b>6585 · Telephone</b>	4,000	4,000		4,400	SCADA line & plant line
<b>6590 · Utilities</b>	24,000	24,500		25,000	
<b>Sub Total Operating Expense</b>	<u>441,450</u>	<u>381,100</u>		<u>501,050</u>	
<b>6104 · Administrative Transfer</b>	121,911	122,306		146,800	50% of Admin Cost
<b>Total Operating Expense</b>	<u>563,361</u>	<u>503,406</u>		<u>647,850</u>	
<b>170 · Fixed Assets Depreciation</b>	100,474	100,474		100,474	
<b>Net Income/ Expense</b>	107,165	163,120		26,676	
<b>Other Income</b>					
<b>7210 · Capacity Fees Paid</b>	80,000	30,000		60,000	

Notes:



**Avila Beach Community Services District  
2017-18 Fiscal Year Budget**

**Water Fund**

Avila Beach Community Services District

Water Budget

Fiscal Year 2017/18

	16/17 Budget	16/17 Projected	16/17 Comments	17/18 Proposed Budget	17/18 Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>Water</b>					
4003 · Operating Revenue	467,500	455,000		455,000	0% rate increase
4009 · County Taxes	80,000	75,000		75,000	25% GF tax
<b>Total Income</b>	<u>547,500</u>	<u>530,000</u>		<u>530,000</u>	
<b>Expense</b>					
6120 · Dues & Subscriptions	500	500		500	
6135 · Legal	2,000	2,000		2,000	
6140 · Office Supplies & Postage	1,200	1,200		1,200	
6145 · Public Notices	200	100		0	
6503 · Chemicals	2,000	1,500		2,000	
6505 · Contract Labor	70,000	65,000		72,000	Contract Operations COLA
6510 · Meters & Critical Spare Parts	5,000	5,670		5,000	
6515 · Engineering	20,000	1,500		20,000	Contract as needed Non-CIP
6520 · Equip Repairs & Maint	5,000	15,650	Significant Repairs	10,000	
6535 · Insurance	4,800	4,800		4,800	
6540 · Lab Tests	2,000	2,000		2,000	
6545 · Miscellaneous	0	0		0	
6550 · Operating Supplies	6,000	6,000		6,000	
6555 · Permits & Fees	4,000	4,200		4,500	Anticipates slight increase
6560 · Plan Checks	1,000	1,500		1,000	
6565 · Regulatory Permit Compliance	10,000	2,500		10,000	Contract as needed
6570 · Safety Gear	50	100		100	
6575 · Small Tools	500	250		500	
6590 · Utilities	2,000	1,500		2,000	New Tank Mixer
6591 · Yard Improvements	500	500		500	

Avila Beach Community Services District

Water Budget

Fiscal Year 2017/18

Water	16/17 Budget	16/17 Projected	16/17 Comments	17/18 Proposed Budget	17/18 Comments
6805 · State Water	125,000	105,000		125,000	<i>Includes Drought Buffer Cost</i>
6802 · Lopez Water	100,000	110,000		100,000	
<b>Sub Total Operating Expense</b>	<b>361,750</b>	<b>331,470</b>		<b>369,100</b>	
6104 · Administrative Transfer	94,579	95,127		117,440	40% of Admin Cost
<b>Total Operating Expense</b>	<b>456,329</b>	<b>426,597</b>		<b>486,540</b>	
<b>1600 · Fixed Assets Depreciation</b>	<b>29,680</b>	<b>29,680</b>		<b>29,680</b>	
<b>Net Income/ Expense</b>	<b>61,491</b>	<b>73,723</b>		<b>13,780</b>	
<b>Other Income</b>					
7210 · Capacity Fees Paid	40,000	14,000		40,000	

Notes:



**Avila Beach Community Services District  
2017-18 Fiscal Year Budget**

**Street Lighting Fund**

Avila Beach Community Services District  
Light Budget  
Fiscal Year 2017/18

Light Ordinary Income/Expense	6/17 Budget	16/17 Projected	16/17 Comments	17/18 Proposed Budget	17/18 Comments
<b>Income</b>					
4010 · Operating Revenue	0	0		0	
4030 · County Taxes	15,500	14,000		16,000	Increase to 7% GF Tax
4050 · Harbor Charges	1,200	1,200		1,200	
4070 · Late Charge Penalty	0	0		0	
4100 · Misc Income					
<b>Total Income</b>	<u>16,700</u>	<u>15,200</u>		<u>17,200</u>	
<b>Expense</b>					
5200 · Payroll Expenses					
5210 · Gross Wages	0	0		0	
<b>Total 5200 · Payroll Expense</b>	<u>0</u>	<u>0</u>		<u>0</u>	
5230 · Payroll Taxes					
503M · Medicare	0	0		0	
<b>Total 5230 · Payroll Taxes</b>	<u>0</u>	<u>0</u>		<u>0</u>	
6542 · Maintenance	1,000	5,000	R & R Puck lights w/L	5,000	Install New LED lights
6545 · Miscellaneous	0			0	
6567 · Repairs	0			0	
6590 · Utilities	12,500	12,500		12,500	
Town Lights	7,200	7,200		7,200	
Front Street	5,300	5,300		5,300	
<b>Sub Total Operating Expense</b>	<u>13,500</u>	<u>17,500</u>		<u>17,500</u>	
6104 · Administrative Trans	0	13,590		14,680	5% of Admin Cost
<b>Total Operating Expense</b>	<u>13,500</u>	<u>31,090</u>		<u>32,180</u>	
<b>Net Income/ Expense</b>	<b>3,200</b>	<b>-15,890</b>		<b>-14,980</b>	

**Avila Beach Community Services District  
2017-18 Fiscal Year Budget**

**Solid Waste Fund**



**Avila Beach Community Services District  
Solid Waste Budget**

Fiscal Year 2016/17

	<u>16/17 Budget</u>	<u>16/17 Projected</u>	<u>16/17 Comments</u>	<u>17/18 Proposed Budget</u>	<u>17/18 Comments</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4012 · Solid Waste Franchise Fees	16,000	16,500		17,000	Franchise Fee
4070 · Late Charge Penalty	0	0		0	
4100 · Misc Income	0	0		0	
<b>Total Income</b>	<u>16,000</u>	<u>16,500</u>		<u>17,000</u>	
<b>Expense</b>					
6102 · Accounting	0	0		0	
6104 · Administrative Transfer	10,387	13,590		14,680	5% of Admin Cost
6135 · Legal	0	0		0	
6505 · Contract Labor	0	0		0	
6542 · Maintenance	0	0		0	
6543 · Management	0	0		0	
6545 · Miscellaneous	0	0		0	
6550 · Operating Supplies	0	0		0	
6567 · Repairs	0	0		0	
<b>Sub Total Operating Expense</b>	<u>0</u>	<u>0</u>		<u>0</u>	
<b>Total Operating Expense</b>	<u>10,387</u>	<u>13,590</u>		<u>14,680</u>	
<b>Net Income/ Expense</b>	<b>5,613</b>	<b>2,910</b>		<b>2,320</b>	

**Avila Beach Community Services District  
2017-18 Fiscal Year Budget**

**Water and Sewer Rates**

# AVILA BEACH COMMUNITY SERVICES DISTRICT

FY 2017/18 Budget

## ABCSD ADOPTED MONTHLY RATE STRUCTURE EFFECTIVE 7/1/17

CLASS	WATER RATE	SEWER RATE	MINIMUM USE	WATER MINIMUM	SEWER MINIMUM	TOTAL MINIMUM
RESIDENTIAL	\$10.84	\$11.23	5 UNITS	\$54.20	\$56.15	\$110.35
MULTI-FAMILY	\$10.84	\$11.86	5 UNITS	\$54.20	\$59.30	\$113.50
RESTAURANTS	\$10.84	\$16.16	5 UNITS	\$54.20	\$80.80	\$135.00
COMMERCIAL/PUBLIC	\$10.84	\$15.13	5 UNITS	\$54.20	\$75.65	\$129.85
INDUSTRIAL/LAUNDRY	\$10.84	\$17.25	5 UNITS	\$54.20	\$86.25	\$140.45

Adopted Water Rate increase 0%

Adopted Sewer Rate Increase 0%

Sewer service is based upon the amount of water utilized. A minimum monthly bill for 5 units of service is charged for each service connection, even if less water is utilized.

Each unit of water is approximately 748 gallons

Water & Sewer Rates Established by Resolution No. 2014-07



**Avila Beach Community Services District  
2017-18 Fiscal Year Budget**

**Water and Sewer Capacity Fees**

**RESOLUTION NO. 2013- 08**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
AVILA BEACH COMMUNITY SERVICES DISTRICT  
ADOPTING CAPACITY FEES FOR BOTH WATER AND SEWER**

**WHEREAS**, the Avila Beach Community Services District (herein "District") is a community services district organized under Govt. Code §61000 et seq.; and

**WHEREAS**, the District has amongst its active powers the power to provide water for any beneficial uses (Govt. Code §61100(a)) and to collect and to dispose of sewage and wastewater (Govt. Code §61100(b)); and

**WHEREAS**, the Board of Directors has reviewed the recommendations of NBS and has determined that those charges do not exceed the amount anticipated and are necessary for providing these services to new connections to the water and sewer services within the District (Govt. Code §66013); and

**WHEREAS**, that Notice of this Public Hearing was appropriately published pursuant to Govt. Code §61016; and

**WHEREAS**, that the honorable Board has considered the report of NBS regarding capacity fees on at least four (4) occasions. At the District's last meeting on November 12, 2013, the Board gave direction that the adoption of capacity charges be placed on the upcoming agenda; and

**WHEREAS**, the Board recognizes that the adoption of these new connection fees could cause a hardship upon property owners/developers who have not perfected their right to connect to the District's water and sewer services and wishes to provide a one (1) month grace period before these new connection/capacity charges take effect.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE BOARD OF DIRECTORS OF THE AVILA BEACH COMMUNITY SERVICES DISTRICT AS FOLLOWS:**

1. The above recitals are true and correct.
2. That the Board hereby adopts the connection/capacity charges set forth in Attachment "A" to this Resolution.
3. That the effect of these charges be delayed thirty (30) days as to those holding unperfected preliminary will serves to allow for District processing but shall take effect immediately as to all new applications for District water and sewer services

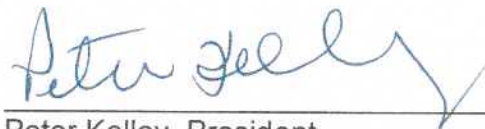
**PASSED AND ADOPTED** by the Board of Directors of the Avila Beach Community Services District this 10th day of December, 2013, on the following roll call vote:

AYES: Rowe, Janowicz, Waldron, Kelley

NOES: None

ABSENT: Richards

ABSTAIN: None



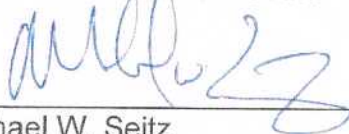
\_\_\_\_\_  
Peter Kelley, President  
Avila Beach Community Services District

ATTEST:



\_\_\_\_\_  
John Wallace  
District General Manager and  
Secretary to the Board

APPROVED AS TO FORM:



\_\_\_\_\_  
Michael W. Seitz  
District Legal Counsel



UPDATED WATER CAPACITY FEES BASED ON NO. OF EDU'S:

Type of Use	Existing Water Capacity Fee <sup>1,2</sup>	Equivalence to a 2-Bedroom SFR Unit <sup>3</sup>	Scenario 1	Scenario 2
			Updated Capacity Fee Based on 2-Bedroom Equivalency	Updated Capacity Fee Based on 2-Bedroom Equivalency
Single Family Residence or Condominium, per Residence				
One Bedroom	\$4,780.57	0.67	\$3,442	\$4,301
Two Bedroom	\$7,170.86	1.00	\$5,163	\$6,452
Three Bedroom	\$9,561.15	1.33	\$6,884	\$8,602
Four Bedroom	\$11,951.43	1.67	\$8,605	\$10,753
Multi Dwelling				
One Bedroom	\$3,824.46	0.53	\$2,754	\$3,441
Two Bedroom	\$5,736.69	0.80	\$4,130	\$5,161
Three Bedroom	\$7,648.92	1.07	\$5,507	\$6,882
Mobile Home	\$4,780.57	0.67	\$3,442	\$4,301
Barber Shop (per chair)	\$1,912.23	0.27	\$1,377	\$1,720
Beauty Shop (per chair)	\$2,390.29	0.33	\$1,721	\$2,151
Dentist Office (per chair)	\$14,341.72	2.00	\$10,326	\$12,903
Department Store (per employee)	\$764.89	0.11	\$551	\$688
or, if larger, (per 1,000 square feet)	\$2,292.92	0.32	\$1,652	\$2,065
Drug Store	\$9,561.15	1.33	\$6,884	\$8,602
w/Fountain Service add:	\$25,815.10	3.60	\$18,567	\$23,226
if Serving Meals add (per seat):	\$956.11	0.13	\$688	\$860
Laundry				
(per Standard washing machine)	\$19,122.29	2.67	\$13,768	\$17,205
Meat Market				
(per 1,000 square feet of floor area)	\$956.11	0.13	\$688	\$860
Motel or Hotel (per room)	\$2,390.29	0.33	\$1,721	\$2,151
Office Building				
(per employee)	\$478.06	0.07	\$344	\$430
or, if larger, (per 1,000 square feet)	\$2,294.68	0.32	\$1,652	\$2,065
Physicians Office				
(per examining room)	\$3,824.46	0.53	\$2,754	\$3,441
Restaurant				
(per seat at 20 gallons per day per seat)	\$382.45	0.05	\$275	\$344
Theatre (per seat)	\$57.37	0.01	\$41	\$52
Other non water intensive establishments:				
(per 500 gallons per day)	\$9,561.15	1.33	\$6,884	\$8,602
Boarding School, Elem (per student)	\$1,434.17	0.20	\$1,033	\$1,290
Boarding School, Senior (per student)	\$1,912.23	0.27	\$1,377	\$1,720
Church (per seat)	\$57.37	0.01	\$41	\$52
Country Club (per member)	\$478.06	0.07	\$344	\$430
Civic Club (per member)	\$57.37	0.01	\$41	\$52
Elementary School (per student)	\$305.96	0.04	\$220	\$275
Nursing Homes (per bed)	\$2,868.34	0.40	\$2,065	\$2,581
Rooming House (per resident)	\$1,912.23	0.27	\$1,377	\$1,720
Summer Camps (per resident or camper)	\$1,147.34	0.16	\$826	\$1,032

1. ABCSD currently refers to the Capacity Fee as a Hookup Fee, however NBS recommends the District use "Capacity Fee" as the term for this fee to be consistent with industry standards and because it more appropriately describes what the fee is.

2. For uses not specifically included in this schedule, and for hybrid uses, assessments shall be determined by calculating annual water usage of the use in acre feet and multiplying by \$17,057.09.

3. Per ABCSD staff, current capacity fees are based on Metcalf and Eddy strength/flow factors. NBS has calculated updated capacity fees based on the relationship of current fees for 2-bedroom and 3-bedroom SFR units to all other customer classes.

UPDATED SEWER CAPACITY FEES BASED ON NO. OF EDU'S:

Type of Use	Existing Water Capacity Fee <sup>1,2</sup>	Equivalence to a 2-Bedroom SFR Unit <sup>3</sup>	Scenario 1	Scenario 2
			Updated Capacity Fee Based on 2-Bedroom Equivalency	Updated Capacity Fee Based on 2-Bedroom Equivalency
Single Family Residence or Condominium, per Residence				
One Bedroom	\$980.94	0.67	\$6,253	\$8,320
Two Bedroom	\$1,471.41	1.00	\$9,379	\$12,481
Three Bedroom	\$1,961.88	1.33	\$12,505	\$16,641
Four Bedroom	\$2,452.35	1.67	\$15,632	\$20,801
Multi Dwelling*				
One Bedroom	\$784.75	0.53	\$5,002	\$6,656
Two Bedroom	\$1,177.13	0.80	\$7,503	\$9,985
Three Bedroom	\$1,569.51	1.07	\$10,004	\$13,313
Mobile Home*	\$980.94	0.67	\$6,253	\$8,320
Barber Shop** (per chair)	\$392.38	0.27	\$2,501	\$3,328
Beauty Shop** (per chair)	\$490.47	0.33	\$3,126	\$4,160
Dentist Office** (per chair)	\$2,942.83	2.00	\$18,758	\$24,962
Department Store (per employee)	\$156.95	0.11	\$1,000	\$1,331
or, if larger, (per 1,000 square feet)	\$470.49	0.32	\$2,991	\$3,991
Drug Store**	\$1,961.88	1.33	\$12,505	\$16,641
w/Fountain Service add.	\$5,297.09	3.60	\$33,765	\$44,931
if Serving Meals add (per seat):	\$196.19	0.13	\$1,251	\$1,664
Laundry**	\$3,923.77	2.67	\$25,011	\$33,282
(per Standard washing machine)				
Meat Market**	\$196.19	0.13	\$1,251	\$1,664
(per 1,000 square feet of floor area)				
Motel or Hotel (per room)	\$490.47	0.33	\$3,126	\$4,160
Office Building**				
(per employee)	\$98.09	0.07	\$625	\$832
or, if larger, (per 1,000 square feet)	\$470.85	0.32	\$3,091	\$3,994
Physicians Office**	\$784.75	0.53	\$5,002	\$6,656
(per examining room)				
Restaurant**	\$78.48	0.05	\$500	\$666
(per seat at 20 gallons per day per seat)				
Theatre** (per seat)	\$11.77	0.01	\$75	\$100
Other non water intensive establishments**				
(per 500 gallons per day)	\$1,961.88	1.33	\$12,505	\$16,641
Boarding School, Elem (per student)	\$294.28	0.20	\$1,876	\$2,486
Boarding School, Senior (per student)	\$392.38	0.27	\$2,501	\$3,328
Church (per seat)	\$11.77	0.01	\$75	\$100
Country Club (per member)	\$98.09	0.07	\$625	\$832
Civic Club** (per member)	\$11.77	0.01	\$75	\$100
Elementary School (per student)	\$62.78	0.04	\$400	\$533
Nursing Homes (per bed)	\$588.57	0.40	\$3,752	\$4,992
Rooming House (per resident)	\$392.38	0.27	\$2,501	\$3,328
Summer Camps (per resident or camper)	\$235.43	0.16	\$1,501	\$1,997

1. ABCSD currently refers to the Capacity Fee as a Hookup Fee, however NBS recommends the District use "Capacity Fee" as the term for this fee to be consistent with industry standards and because it more appropriately describes what the fee is.  
 2. For those uses not specifically included in the foregoing Schedule, and for hybrid uses, assessments shall be determined by calculating annual water usage of the use in acre feet and multiplying by the applicable acre foot rate for that use(s) under Paragraph A, B, or C of this section.  
 3. Per ABCSD staff, current capacity fees are based on Mccull and Eddy strength/flow factors. NBS has calculated updated capacity fees based on the relationship of current fees for 2-bedroom and 3-bedroom SFR units to all other customer classes.

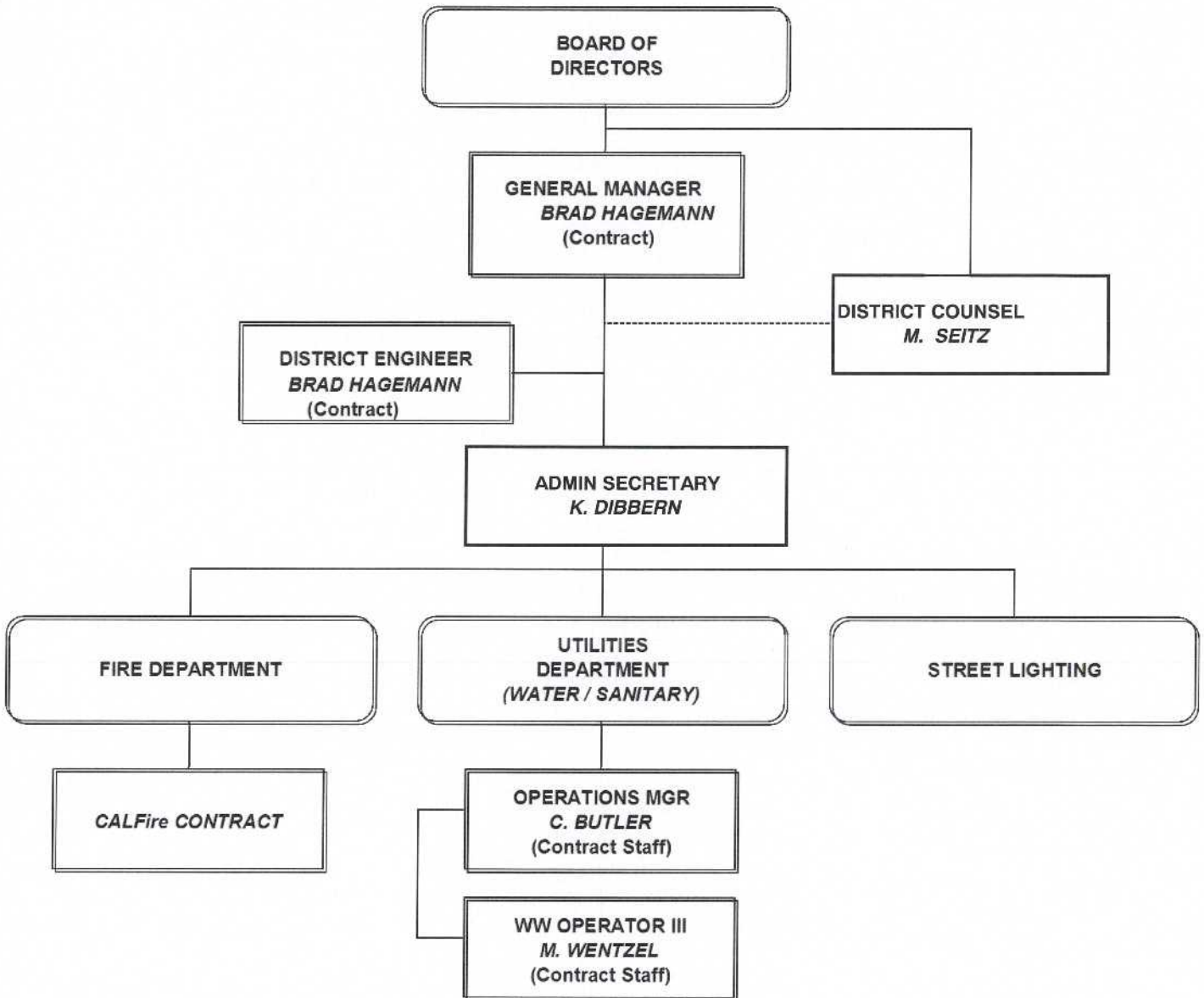
The following notes are applicable to the existing capacity fees:  
 A. Uses in which a ratio of water used to sewage produced is essentially - 100% water used, 80% sewage produced, based upon \$1,987.54 per acre foot annual water use.  
 B. Uses in which a ratio of water used to sewage produced is essentially - 100% water used, 90% sewage produced, based upon \$2,208.38 per acre foot of water used, marked by \*.  
 C. Uses in which essentially 100% of the water used is converted to sewage, based upon \$3,229.74 per acre foot of water used, marked by \*\*.

**Avila Beach Community Services District  
2017-18 Fiscal Year Budget**

**District Organization Chart**



**AVILA BEACH COMMUNITY SERVICES DISTRICT**  
*FY 2017/18 Organization Chart*



**Avila Beach Community Services District  
2017-18 Fiscal Year Budget**

**Compensation  
Effective 7/1/17**

**2017/18 Fiscal Year Budget  
Avila Beach Community Services District**

**Proposed Pay Grades and Related Steps  
for Permanent Employees  
To Be Effective 7/1/17**

	<b>GRADE 4 Existing 2.0% *</b>	<b>GRADE 5 Existing 2.0% *</b>	<b>GRADE 7 Existing 2.0% *</b>	<b>GRADE 9 Existing 2.0% *</b>
STEP 1	13.64 13.91	16.30 16.63	19.28 19.67	26.70 27.23
STEP 2	14.32 14.61	17.81 18.17	20.76 21.18	28.18 28.74
STEP 3	15.03 15.33	19.28 19.67	22.23 22.67	29.39 29.98
STEP 4	16.30 16.63	20.76 21.18	23.77 24.25	31.16 31.78
STEP 5	17.81 18.17	22.23 22.67	25.25 25.76	32.71 33.36

**DEPARTMENT**  
Administration  
Operations

Clerk Typist  
Laborer

Accounting Clerk  
Utility Worker I

Admin Secretary  
Utility Worker II

Office Manager  
Chief Plant Operator

**STEP PARAMETERS**

Step 1 is typically the starting wage. Hiring above Step 1 may be approved subject to the Personnel Committee concurrence.  
 Step 2 increase is available with satisfactory six month review, completion of probation period and General Manager's approval.  
 Step 3 is available after 1 year of service at Step 2, satisfactory annual review and General Manager's approval.  
 Step 4 is available after 1 year of service in Step 3, satisfactory annual review and General Manager's approval.  
 Step 5 is available after 1 year of service in Step 4, satisfactory annual review and General Manager's approval.

**COST OF LIVING ADJUSTMENT**

Yearly on July 1, all employees may be given a cost of living adjustment if approved by the Board of Directors. The percent will be applied to all grades and steps equally and the above schedule will be recalculated to reflect such Board action. The applicable percent shall be based on the consumer's price index for inflation released for the previous year by the Federal Government and proposed to the Board by the General Manager along with his recommendation for approval or defer depending on the fiscal impact on the District. This Adjustment is applicable to all employees as a group, but not guaranteed.



**Avila Beach Community Services District  
2017-18 Fiscal Year Budget**

**Capital Equipment/Projects**

2017/18 Fiscal Year Budget  
Avila Beach Community Services District  
Capital Improvement Program

Item Description	Total 5 Years				
	2017/18 1	2018/19 2	2019/20 3	2020/21 4	2021/22 5
<b>Administration</b>					
ADM-1 General Administrative Capital Equipment	\$ 8,500	\$ 1,500	\$ 2,500	\$ 2,500	\$ 2,500
<b>Subtotal:</b>	<b>\$ 8,500</b>	<b>\$ 1,500</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>
<b>Water</b>					
W-2017/18 -1 Water Tank #1 & #2 Maintenance Items (ATS report)	\$ 50,000	\$ 25,000	\$ 0.00	\$ 0.00	\$ 0.00
W-2017/18 -2 Water System Meter/Valve Replacement	\$ 100,000	\$ 75,000	\$ 50,000	\$ 50,000	\$ 50,000
W-2017_18 -3 Misc Water Line Replacements	\$ 20,000	\$ 25,000	\$ 25,000	\$ 0.00	\$ 0.00
W-F5 Lopez Booster Pumps	\$ 0.00	\$ 50,000	\$ 75,000		
<b>Subtotal:</b>	<b>\$ 170,000</b>	<b>\$ 175,000</b>	<b>\$ 150,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
<b>Wastewater</b>					
WW -2017-18 -1 WWTP Upgrade/RW Analysis	\$ 75,000	\$ 100,000	\$ 800,000	\$ 500,000	\$ 400,000
WW - 2017/18 -2 Influent Wet Well Coating Repairs	\$ 45,000	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
WW - 2017/18 -3 Process Control Improvement Projects	\$ 50,000	\$ 25,000	\$ 0.00	\$ 0.00	\$ 0.00
WW - 2017/18 -4 Wastewater Collection Line Repair	\$ 20,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 0.00
WW -2017-18 -5 Miscellaneous Wastewater Projects	\$ 20,000	\$ 50,000	\$ 50,000	\$ 100,000	
WW - F2 Chlorination System Improvements	0	\$ 50,000			
WW-F3 First Street Sewer Line Replacement	0	0	0	50,000	200,000
WW-F4 Ocean Outfall Inspection and Benthic Monitoring	0	\$ 100,000	0	0	0.00
WW-F5 Front Street Sewer Line Replacement	0	0	0	\$ 50,000	\$ 100,000
WW-F6 San Miguel Street Sewer Line Replacement	0	\$ 50,000	\$ 100,000	\$ - 50,000	0
<b>Subtotal:</b>	<b>\$ 210,000</b>	<b>\$ 400,000</b>	<b>\$ 975,000</b>	<b>\$ 775,000</b>	<b>\$ 700,000</b>
<b>Street Lighting</b>					
L-1 Repair or Replace Lights and Electrical Systems (As Needed)	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
<b>Subtotal:</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>
<b>Total Capital Equipment / Projects by Fiscal year:</b>	<b>\$ 386,000</b>	<b>\$ 584,000</b>	<b>\$ 1,135,000</b>	<b>\$ 835,000</b>	<b>\$ 760,000</b>
<b>Total 5-Year Capital Equipment / Projects</b>	<b>\$ 3,710,000</b>				

**KEY**

- W-F# = FUTURE WATER - NEXT FISCAL YEAR
- WW# = WASTEWATER
- WW-F# = FUTURE WASTEWATER - NEXT FISCAL YEAR
- L# = STREET LIGHTING
- \* = Maintenance Project (Cost Sharing is Flow Based, with PSLHD contributing 15% of the costs)
- \*\* = Capital Improvement Project (Cost Sharing is Ownership Based, with PSLHD contributing 35% of the costs)

**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: June 13, 2017

SUBJECT: Board Vacancy

**Recommendation:**

Receive Report and Provide Direction to Staff

**Discussion:**

As announced at the April 11, Board meeting, Director Ken San Filippo is moving out of the District and therefore will no longer be able to serve on the Avila Beach Community Services District Board of Directors. Legal counsel filed the attached notice with the County Clerk Recorder on April 18, 2017, and staff has posted an announcement that the District has a Director Vacancy and is seeking applicants in several public places and on the District's web page. Board members are encouraged to discuss the vacancy with their friends and colleagues that reside in the District and if they are interested, have them contact staff for an application.

Legal counsel Seitz will provide a summary of the process to fill the vacancy.



MICHAEL W SEITZ

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April 18, 2017

San Luis Obispo County Clerk Recorder  
Tommy Gong  
1055 Monterey St., Room D120  
San Luis Obispo, CA 93408

Re: Avila Beach CSD Resignation of Director Ken San Filippo.

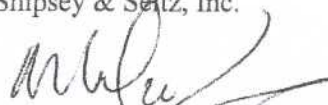
Dear Mr. Gong:

By Means of this correspondence I wish to advise you that Director Ken San Filippo has moved from the boundaries of the Avila Beach Community Service District. The District was notified of this change on April 18, 2017. By means of this correspondence I wish to advise that pursuant to Government Code Sect. §1780 B the Avila Beach Community Services District is advising you that the vacancy will be filled pursuant to Government Code Sect. §1780 by the Board of Directors of the Avila Beach Community Services District.

Should you have any questions in regards to this matter please do not hesitate to contact me.

Very truly yours,

Shipsey & Seitz, Inc.

  
\_\_\_\_\_  
Michael W. Seitz, District Legal Counsel

Mws:dlc