

# 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, Oct. 11th, 2016**  
**BOARD MEETING LOCATION**  
**AVILA BEACH CIVIC ASSOCIATION**  
**191 SAN MIGUEL STREET**  
**AVILA BEACH, CALIFORNIA**

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

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

Pete Kelley, President  
John Janowicz, Vice President  
Lynn Helenius, Director  
Ken San Filippo, Director  
Eric DeWeese, Director

3. **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.

4. **INFORMATION AND DISCUSSION ITEMS**

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

A. County Reports

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

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

5. **CONSENT ITEMS:**

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

- A. Minutes of September 13th, 2016 Regular Meeting
- B. Monthly Financial Review, September
- C. General Manager and District Engineer Report
- D. Water and Wastewater Superintendent Report

**6. DISCUSSION OF PULLED CONSENT ITEMS**

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

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

- A. Request for Preliminary Will Serve: 260/264 San Miguel Street (APN 076-201-071)  
(Action Required: Consider approval of Preliminary Intent to Serve)
- B. Local Fire Code Update, Ordinance No. 2016-01  
(Action Required: Open Public Hearing for first reading of proposed Ordinance No. 2016-01 providing revisions to the District's Fire)
- C. Fluid Resource Management Agreement for Professional Services  
(Action Required: Receive Report and Provide Direction to Staff)
- D. District Recommendation for upcoming Vacant Board of Director Position.  
(Action Required: Receive Report and Provide Direction to Staff)

**8. COMMUNICATIONS/ CORESPONDENCE**

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

**9. Adjourn to next regularly scheduled meeting on November 8th, 2016**

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  
Sept 13th, 2016**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Board Members Present:                   Pete Kelley  
  John Janowicz  
  Lynn Helenius  
  Eric DeWeese

Board Members Absent:                   Ken San Filippo

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

**3. PUBLIC COMMENTS**

No comments.

**4. INFORMATION AND DISCUSSION ITEMS**

**A. County Reports**

**1. SLO Sheriff:**

The Sheriff was not able to attend.

**2. CAL Fire Report:**

Battalion Chief Paul Lee was not able to attend the meeting due to the fire situation, but he did provide an email status report for the Board members and the public. Chief Lee's email stated that the Chimney Fire has been controlled; however, smoke will be seen most likely until it rains much like we saw with the Cuesta Fire last year. The fire was in the top 10 of the largest fires ever in SLO County.

In addition Lee reported that funding has recently been made available from a PG&E Grant to do Vegetation Management Work around the Ontario Ridge communication sites. Cal Fire will be working on this project over the next 2 months. As the drought continues, please remember to call in any concerns you may have especially if you see smoke or activity that could lead to a fire. Cal Fire is counting on the community's help.

**5. CONSENT ITEMS**

- A. Approval of the Minutes for the following meetings: August 17th, 2016 Meeting
- B. Monthly Financial Review, August 2016
- C. General Manager/District Engineer Report
- D. Water & Wastewater Superintendent Report

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

**President Kelley introduced the consent items and inquired if any member of the Board or public wished to address any items.** There were no public comments, but President Kelley noted that the General Manager report stated that the Fluid Resource Management (FRM) contract is up for review and renewal. The Board members briefly discussed the contract. The Personnel Committee (Kelley and Janowicz) set a meeting for Tuesday Sept. 20<sup>th</sup> at 3:00pm in the Board Meeting Room next to the District office (the meeting was subsequently re-scheduled to Thursday September 22). Director DeWeese made the motion to adopt the consent items. Director Janowicz seconded the motion and it passed with a roll call vote 4-0.

AYES: Pete Kelley  
John Janowicz  
Eric DeWeese  
Lynn Helenius

NOES: None

ABSENT: Ken San Filippo

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

**A. Parking Management Planning**

GM Hagemann introduced the item by providing a quick summary of the Parking Study commissioned by the Port San Luis Harbor District in May 2013. The Port funded the with a \$50,000 grant from the San Luis Obispo County of Governments (SLOCOG). The Parking Study concluded that there are a total of 1,770 stalls in the Avila area, 525 stalls "in town" and 582 along Avila Beach Drive. The Port Board of Directors received the Report and directed Port San Luis staff to:

- Begin discussion with Coastal Commission to develop a Coastal Permit for the Main Harbor Lot.
- Work with County staff and other agencies in the development of a Memorandum of Understanding (MOU) or Joint Powers Agreement (JPA) to address parking issues in the County owned right of way.

CSD Staff did not know the status of these directives, but County Public Works staff is interested in bringing the concerned agencies together in October 2016 to discuss parking issues in Avila related to the  
Page 2 of 3

County owned right of way. The Board directed staff to participate and represent the interests of the CSD at any such meetings and report back as appropriate.

General Manager Hagemann also noted that the Port is currently considering charging for parking in the small lot in the back of the Civic Center/Post Office. The Board of Directors discussed this and most concluded that the relatively small amount of additional revenue may not outweigh the potential damages to the working relationships between the Port and the effected agencies. The Board directed staff to keep them apprised of this issue.

**B. Confirm Board Member Attendance at the October 11, Board Meeting**


GM Hagemann noted that Director San Filippo will be attending the CSDA Annual meeting in October and will not be able to attend the October meeting and that he would like to be present for the Financial Audit presentation. Hageman further noted that the District auditor will not have their report ready for the October Board meeting and it will be presented at the November 8<sup>th</sup> Board meeting. That being the case, the Board took no action to change the date of the October 11, Board meeting.

**8. COMMUNICATIONS:**

**ADJOURNMENT: The meeting was adjourned at 8:10p.m.**

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: October 11, 2016

SUBJECT: Monthly Financial Review for September 2016

**Recommendation:**

Receive and file report.

**Overall Monthly Summary**

During September the District made deposits in the amount of \$104,958.37 and experienced \$45,303.55 in expenses (cash basis). The deposits by fund and checks by fund are provided as an attachment to this report. Income in August included \$11,417.75 in County tax income and \$89,936.19 in monthly water and sewer fees. Monthly operation and maintenance expenses are also within the anticipated range.

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

**Utility Service Billing**

For the month of September the District billed approximately \$89,936.19 in water and sewer service charges. Customer Rate Assistance amounted in a reduction of billing charges to the District in the amount of \$522.99. The District did collect \$596.55 from two closed delinquent accounts, one of which was in collections.

**Operation and Maintenance**

Staff is also including the Fluid Resource Management (FRM) Statement for September 2016. The Statement provides a summary of the "Add-Service" work order tasks and fees for the month along with the monthly contract Operations and Maintenance fee of \$16,250. Based on the tasks outlined the FRM Operations contract, staff has divided the fee to \$11,000 in the Sanitary Funding Class and \$5,250 in the Water Funding Class.

Avila Beach Community Services District  
**Profit & Loss**  
September 2016

	<u>Sep 16</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>4000 · Income Summary</b>	
4010 · Operating Revenue	85,628.50
4012 · Solid Waste Franchise Fee	1,307.21
4020 · Contract Services-Ambulance	960.01
4030 · County Taxes	11,417.75
4090 · Rental Income	3,104.00
	<hr/>
<b>Total 4000 · Income Summary</b>	102,417.47
	<hr/>
<b>Total Income</b>	102,417.47
	<hr/>
<b>Gross Profit</b>	102,417.47
	<hr/>
<b>Expense</b>	
5100 · Merchant Credit Card Fees TIB	79.16
<b>5200 · Payroll Expenses</b>	
<b>5210 · Gross Wages</b>	
5211 · Regular Pay	4,112.56
5012 · Holiday Pay	122.26
5014 · Sick Pay	111.15
5016 · Vacation Pay	66.69
	<hr/>
<b>Total 5210 · Gross Wages</b>	4,412.66
5230 · Payroll Taxes	77.04
5240 · Health & Medical Exp.	
5242 · Health Insurance	900.00
	<hr/>
<b>Total 5240 · Health &amp; Medical Exp.</b>	900.00
5250 · PERS Company Pd Expense	
5256 · PERS Co Pd Kristi	646.16
	<hr/>
<b>Total 5250 · PERS Company Pd Expense</b>	646.16
5260 · Work Comp Insurance	52.14
5280 · Payroll Administration & Misc.	162.48
	<hr/>
<b>Total 5200 · Payroll Expenses</b>	6,250.48
	<hr/>
<b>6000 · Administrative Overheads</b>	
6102 · Accounting	1,292.50
6135 · Legal	2,214.40
6140 · Office Supplies & Postage	59.25
6150 · Rate Assistance	522.99
	<hr/>
<b>Total 6000 · Administrative Overheads</b>	4,089.14

Avila Beach Community Services District  
**Profit & Loss**  
 September 2016

	<u>Sep 16</u>
<b>6500 · Operating Expenses</b>	
6503 · Chemicals	3,617.58
6505 · Contract Labor	21,750.00
<b>6520 · Equipment Repair &amp; Maint.</b>	
6522 · Equip. Rep. & Maint-Avila & HD	917.61
6524 · Equip. Rep. & Maint. Avila Only	2,239.31
	<hr/>
<b>Total 6520 · Equipment Repair &amp; Maint.</b>	3,156.92
6535 · Insurance	1,235.46
6540 · Lab Tests	2,236.40
6555 · Permits & Fees	217.40
6580 · Solids Handling	3,933.00
6585 · Telephone / Internet	647.21
6590 · Utilities	3,215.21
	<hr/>
<b>Total 6500 · Operating Expenses</b>	40,009.18
<b>Total Expense</b>	<hr/> 50,427.96
<b>Net Ordinary Income</b>	51,989.51
<b>Other Income/Expense</b>	
<b>Other Income</b>	
7200 · Non-Operating Income	
7210 · Capacity Fees Paid	100.00
	<hr/>
<b>Total 7200 · Non-Operating Income</b>	100.00
<b>Total Other Income</b>	100.00
<b>Other Expense</b>	
<b>8200 · Non-Operating Expenses</b>	
8230 · Capital Purchases in Prog Sani	
8239 · WW-9 Repair to Decking WWTP	
8240 · WW-9 Labor Repair to Decking WW	1,525.75
8239 · WW-9 Repair to Decking WWTP - Other	917.50
	<hr/>
<b>Total 8239 · WW-9 Repair to Decking WWTP</b>	2,443.25
<b>Total 8230 · Capital Purchases in Prog Sani</b>	<hr/> 2,443.25
<b>Total 8200 · Non-Operating Expenses</b>	<hr/> 2,443.25
<b>Total Other Expense</b>	<hr/> 2,443.25
<b>Net Other Income</b>	<hr/> -2,343.25
<b>Net Income</b>	<hr/> <b>49,646.26</b> <hr/>



Avila Beach Community Services District  
**Balance Sheet**  
As of September 30, 2016

Sep 30, 16

**ASSETS**

**Current Assets**

**Checking/Savings**

1000 · Cash Summary	
1005 · Customer Cash	180.97
1008 · Petty Cash	75.71
1010 · Heritage Oaks General Checking	427,120.21
1030 · B of A - Payroll	12,426.47
1050 · LAIF	2,222,652.80

Total 1000 · Cash Summary 2,662,456.16

Total Checking/Savings 2,662,456.16

**Accounts Receivable**

1200 · \*Accounts Receivable 139,309.69

Total Accounts Receivable 139,309.69

**Other Current Assets**

1250 · Receivables	
1270 · Taxes Receivable	8,787.45
1280 · Water & Sewer Billings	174,931.07
1250 · Receivables - Other	150.00

Total 1250 · Receivables 183,868.52

**1400 · Prepaid Summary**

1410 · Prepaid Insurance 11,119.02

Total 1400 · Prepaid Summary 11,119.02

Total Other Current Assets 194,987.54

Total Current Assets 2,996,753.39

**Fixed Assets**

**1600 · Fixed Assets & Acc. Depr.**

1605 · Office Equipment	
1606 · Copier Samsung 2012	8,233.58
1609 · Office Equipment Accum Depr	-5,214.59

Total 1605 · Office Equipment 3,018.99

**1610 · Fixed Asset -Office & Admin.**

1612 · Office Furniture cost	4,526.21
1614 · Office Furniture Accum Dep.	-4,526.21

Total 1610 · Fixed Asset -Office & Admin. 0.00

**1620 · Fixed Assets - Sanitary**

Avila Beach Community Services District  
**Balance Sheet**  
As of September 30, 2016

	<u>Sep 30, 16</u>
1622 · Land	60,294.00
1626 · Collection Assets	
1627 · Collection Assets Cost	933,394.00
1628 · Collect Assets Accum Depr	-316,231.75
Total 1626 · Collection Assets	617,162.25
1630 · Disposal Equipment	
1631 · Disposal Equip Cost	523,122.64
1632 · Disposal Equip Accum Depr	-164,756.11
Total 1630 · Disposal Equipment	358,366.53
1635 · Treatment Plant	
1636 · Treatment Plant Original	105,000.00
1637 · Treatment Plant Addition	1,868,782.91
1638 · Treatment Plant Accum Dep	-886,106.88
Total 1635 · Treatment Plant	1,087,676.03
1642 · Treatment Equipment	
1643 · Treatment Equip Cost	1,105,455.00
1644 · Treatment Equip Accum Depr	-524,539.28
1642 · Treatment Equipment - Other	205,485.61
Total 1642 · Treatment Equipment	786,401.33
Total 1620 · Fixed Assets - Sanitary	2,909,900.14
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	-557,889.77
Total 1656 · Distribution Assets	551,576.23
Total 1650 · Fixed Assets - Water	551,576.23
1680 · Structures - Fixed Asset	
1681 · Structures GFAAG - Sani & FA	29,810.00
1682 · Gen / Fire Accum Dep	-29,810.00
Total 1680 · Structures - Fixed Asset	0.00

Avila Beach Community Services District  
**Balance Sheet**  
As of September 30, 2016

Sep 30, 16

Total 1600 · Fixed Assets & Acc. Depr.	3,464,495.36
Total Fixed Assets	3,464,495.36
Other Assets	
1800 · Deferred Outflows of Resources	7,850.00
Total Other Assets	7,850.00
<b>TOTAL ASSETS</b>	<b>6,469,098.75</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
2200 · Payroll Liabilities	
2260 · Vacation Payable	1,236.90
2262 · Sick Pay Accrued	2,194.50
2240 · Health Insurance	
2241 · Employee	0.01
2240 · Health Insurance - Other	-0.01
Total 2240 · Health Insurance	0.00
2250 · PERS Liability	711.37
Total 2200 · Payroll Liabilities	4,142.77
2300 · Deposits Held	
2303 · Water Deposits Held	7,120.00
2304 · Fire Station Deposit	2,000.00
2305 · Capacity Fees Held	253,407.16
Total 2300 · Deposits Held	262,527.16
Total Other Current Liabilities	266,669.93
Total Current Liabilities	266,669.93
<b>Long Term Liabilities</b>	
2400 · Net Pension Liability	115,049.00
2500 · Deferred Inflows of Resources	15,115.00
Total Long Term Liabilities	130,164.00
Total Liabilities	396,833.93
<b>Equity</b>	
3900 · Retained Earnings	6,082,843.14
Net Income	-10,578.32

Avila Beach Community Services District  
**Balance Sheet**  
As of September 30, 2016

Sep 30, 16

Total Equity	6,072,264.82
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>6,469,098.75</b>

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

10/04/16

September 2016

Type	Date	Memo	Split	Amount	Balance
<b>General / Admin</b>					
Deposit	09/07/2016	S L Ambulance Contract Services	1010 · Heritage Oaks General...	-960.01	-960.01
Deposit	09/08/2016	TCF FY16 YE BAL - IMPR # 1 Prop Tax - Gen .70, Water .25, Lights ...	1010 · Heritage Oaks General...	-2,452.88	-3,412.89
Deposit	09/12/2016	from Cash acct	1010 · Heritage Oaks General...	-400.00	-3,812.89
Deposit	09/14/2016	Rental Income	1010 · Heritage Oaks General...	-3,104.00	-6,916.89
Deposit	09/22/2016	from Cash acct	1010 · Heritage Oaks General...	-500.00	-7,416.89
Deposit	09/26/2016	F: 0895 A: 0760 Avila Beach Imp # 1 - Gen .70, W .25, L .05	1010 · Heritage Oaks General...	-1,521.30	-8,938.19
Total General / Admin				-8,938.19	-8,938.19
<b>Lights</b>					
Deposit	09/08/2016	TCF FY16 YE BAL - IMPR # 1 Prop Tax - Gen .70, Water .25, Lights ...	1010 · Heritage Oaks General...	-175.20	-175.20
Deposit	09/26/2016	F: 0895 A: 0760 Avila Beach Imp # 1 - Gen .70, W .25, L .05	1010 · Heritage Oaks General...	-108.66	-283.86
Total Lights				-283.86	-283.86
<b>Sanitary</b>					
Deposit	09/01/2016	Sani Rec	1010 · Heritage Oaks General...	-865.65	-865.65
Deposit	09/01/2016	Rate Assistance	1010 · Heritage Oaks General...	24.82	-840.83
Deposit	09/01/2016	1/2 Other 1	1010 · Heritage Oaks General...	0.00	-840.83
Deposit	09/01/2016	1/2 Other 2	1010 · Heritage Oaks General...	3.13	-837.70
Deposit	09/07/2016	Sani Rec	1010 · Heritage Oaks General...	-3,183.59	-4,021.29
Deposit	09/07/2016	Rate Assistance	1010 · Heritage Oaks General...	66.20	-3,955.09
Deposit	09/07/2016	1/2 Other 1	1010 · Heritage Oaks General...	55.17	-3,899.92
Deposit	09/07/2016	1/2 Other 2	1010 · Heritage Oaks General...	-0.05	-3,899.97
Deposit	09/08/2016	TCF FY16 YE BAL - Waste	1010 · Heritage Oaks General...	-3,543.87	-7,443.84
Deposit	09/08/2016	Sani Rec	1010 · Heritage Oaks General...	-5,352.50	-12,796.34
Deposit	09/08/2016	Rate Assistance	1010 · Heritage Oaks General...	8.27	-12,788.07
Deposit	09/08/2016	1/2 Other 1	1010 · Heritage Oaks General...	350.80	-12,437.27
Deposit	09/08/2016	1/2 Other 2	1010 · Heritage Oaks General...	-28.66	-12,465.93
Deposit	09/08/2016	SLO Co Sewer Cmnty Parks Rstrm - booked 8/8/16	1010 · Heritage Oaks General...	1,331.44	-11,134.49
Deposit	09/09/2016	Sani Rec	1010 · Heritage Oaks General...	-3,224.95	-14,359.44
Deposit	09/09/2016	Rate Assistance	1010 · Heritage Oaks General...	23.17	-14,336.27
Deposit	09/09/2016	1/2 Other 1	1010 · Heritage Oaks General...	-57.55	-14,393.82
Deposit	09/09/2016	1/2 Other 2	1010 · Heritage Oaks General...	56.97	-14,336.85
Deposit	09/09/2016	SLOCO W&S	1010 · Heritage Oaks General...	1,104.49	-13,232.36
Deposit	09/09/2016	SLOCO W&S Avila Cmnty Rstrm	1010 · Heritage Oaks General...	-1,104.49	-14,336.85
Deposit	09/13/2016	Sani Rec	1010 · Heritage Oaks General...	-14,104.94	-28,441.79
Deposit	09/13/2016	Rate Assistance	1010 · Heritage Oaks General...	34.75	-28,407.04
Deposit	09/13/2016	1/2 Other 1	1010 · Heritage Oaks General...	247.71	-28,159.33
Deposit	09/13/2016	1/2 Other 2	1010 · Heritage Oaks General...	-37.49	-28,196.82
Deposit	09/14/2016	Sani Rec	1010 · Heritage Oaks General...	-1,544.83	-29,741.65
Deposit	09/14/2016	Rate Assistance	1010 · Heritage Oaks General...	8.27	-29,733.38
Deposit	09/14/2016	1/2 Other 1	1010 · Heritage Oaks General...	-55.17	-29,788.55
Deposit	09/14/2016	1/2 Other 2	1010 · Heritage Oaks General...	7.93	-29,780.62
Deposit	09/14/2016	Covelop Will Serve Ext fee Lot # 1	1010 · Heritage Oaks General...	-50.00	-29,830.62
Deposit	09/15/2016	Sani Rec	1010 · Heritage Oaks General...	-7,221.15	-37,051.77
Deposit	09/15/2016	Rate Assistance	1010 · Heritage Oaks General...	41.37	-37,010.40
Deposit	09/15/2016	1/2 Other 1	1010 · Heritage Oaks General...	-50.00	-37,060.40
Deposit	09/15/2016	1/2 Other 2	1010 · Heritage Oaks General...	-199.38	-37,259.78
Deposit	09/16/2016	Sani Rec	1010 · Heritage Oaks General...	-2,991.98	-40,251.76
Deposit	09/16/2016	Rate Assistance	1010 · Heritage Oaks General...	0.00	-40,251.76
Deposit	09/16/2016	1/2 Other 1	1010 · Heritage Oaks General...	0.00	-40,251.76
Deposit	09/16/2016	1/2 Other 2	1010 · Heritage Oaks General...	16.21	-40,235.55
Deposit	09/21/2016	Sani Rec	1010 · Heritage Oaks General...	-2,095.57	-42,331.12
Deposit	09/21/2016	Rate Assistance	1010 · Heritage Oaks General...	8.28	-42,322.84
Deposit	09/21/2016	1/2 Other 1	1010 · Heritage Oaks General...	132.42	-42,190.42
Deposit	09/21/2016	1/2 Other 2	1010 · Heritage Oaks General...	-100.49	-42,290.91
Deposit	09/26/2016	F: 0895 A: 0760 CURR UNSECURED TAX - Waste	1010 · Heritage Oaks General...	-2,196.49	-44,487.40
Deposit	09/26/2016	Sani Rec	1010 · Heritage Oaks General...	-1,485.35	-45,972.75
Deposit	09/26/2016	Rate Assistance	1010 · Heritage Oaks General...	29.79	-45,942.96
Deposit	09/26/2016	1/2 Other 1	1010 · Heritage Oaks General...	7.06	-45,935.90
Deposit	09/26/2016	1/2 Other 2	1010 · Heritage Oaks General...	-234.93	-46,170.83
Deposit	09/28/2016	Sani Rec	1010 · Heritage Oaks General...	-644.79	-46,815.62
Deposit	09/28/2016	Rate Assistance	1010 · Heritage Oaks General...	16.55	-46,799.07
Deposit	09/28/2016	1/2 Other 1	1010 · Heritage Oaks General...	0.00	-46,799.07
Deposit	09/28/2016	1/2 Other 2	1010 · Heritage Oaks General...	0.00	-46,799.07
Deposit	09/30/2016	Sani Rec	1010 · Heritage Oaks General...	-1,869.00	-48,668.07
Deposit	09/30/2016	Rate Assistance	1010 · Heritage Oaks General...	16.55	-48,651.52
Deposit	09/30/2016	1/2 Other 1	1010 · Heritage Oaks General...	0.00	-48,651.52
Deposit	09/30/2016	1/2 Other 2	1010 · Heritage Oaks General...	35.18	-48,616.34
Deposit	09/30/2016	cc cleared 10/3/16	1010 · Heritage Oaks General...	56.15	-48,560.19
Deposit	09/30/2016	cc cleared 10/3/16, Rate Asst	1010 · Heritage Oaks General...	-8.27	-48,568.46
Total Sanitary				-48,568.46	-48,568.46
<b>Solid Waste</b>					
Deposit	09/20/2016	3rd Qtr Waste Connections, Inc. Franchise Fee SW	1010 · Heritage Oaks General...	-1,307.21	-1,307.21

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

September 2016

Type	Date	Memo	Split	Amount	Balance
Total Solid Waste				-1,307.21	-1,307.21
<b>Water</b>					
Deposit	09/01/2016	Water Rec	1010 · Heritage Oaks General...	-560.63	-560.63
Deposit	09/01/2016	Rate Assistance	1010 · Heritage Oaks General...	24.83	-535.80
Deposit	09/01/2016	1/2 Other 1	1010 · Heritage Oaks General...	0.00	-535.80
Deposit	09/01/2016	1/2 Other 2	1010 · Heritage Oaks General...	3.13	-532.67
Deposit	09/07/2016	Water Rec	1010 · Heritage Oaks General...	-2,856.51	-3,389.18
Deposit	09/07/2016	Rate Assistance	1010 · Heritage Oaks General...	66.20	-3,322.98
Deposit	09/07/2016	1/2 Other 1	1010 · Heritage Oaks General...	55.18	-3,267.80
Deposit	09/07/2016	1/2 Other 2	1010 · Heritage Oaks General...	-0.05	-3,267.85
Deposit	09/08/2016	TCF FY16 YE BAL - IMPR # 1 Prop Tax - Gen .70, Water .25, Lights ....	1010 · Heritage Oaks General...	-876.03	-4,143.88
Deposit	09/08/2016	Water Rec	1010 · Heritage Oaks General...	-5,786.01	-9,929.89
Deposit	09/08/2016	Rate Assistance	1010 · Heritage Oaks General...	8.28	-9,921.61
Deposit	09/08/2016	1/2 Other 1	1010 · Heritage Oaks General...	350.80	-9,570.81
Deposit	09/08/2016	1/2 Other 2	1010 · Heritage Oaks General...	-28.67	-9,599.48
Deposit	09/08/2016	SLO Co Water Cmnty Parks Rstrm - booked 8/8/16	1010 · Heritage Oaks General...	953.92	-8,645.56
Deposit	09/08/2016	SLO Co San Juan Park Irr - booked 8/8/16	1010 · Heritage Oaks General...	1,907.84	-6,737.72
Deposit	09/08/2016	SLO Co Front St Irr - booked 8/8/16	1010 · Heritage Oaks General...	1,441.72	-5,296.00
Deposit	09/09/2016	Water Rec	1010 · Heritage Oaks General...	-8,432.33	-13,728.33
Deposit	09/09/2016	Rate Assistance	1010 · Heritage Oaks General...	23.17	-13,705.16
Deposit	09/09/2016	1/2 Other 1	1010 · Heritage Oaks General...	-57.55	-13,762.71
Deposit	09/09/2016	1/2 Other 2	1010 · Heritage Oaks General...	56.97	-13,705.74
Deposit	09/09/2016	SLOCO W&S	1010 · Heritage Oaks General...	791.32	-12,914.42
Deposit	09/09/2016	SLOCO W&S	1010 · Heritage Oaks General...	1,203.24	-11,711.18
Deposit	09/09/2016	SLOCO W&S	1010 · Heritage Oaks General...	1,712.72	-9,998.46
Deposit	09/09/2016	SLOCO W&S Avila Cmnty Rstrm	1010 · Heritage Oaks General...	-791.32	-10,789.78
Deposit	09/09/2016	SLOCO W&S Front St Irr	1010 · Heritage Oaks General...	-1,203.24	-11,993.02
Deposit	09/09/2016	SLOCO W&S San Juan Park Irr	1010 · Heritage Oaks General...	-1,712.72	-13,705.74
Deposit	09/13/2016	Water Rec	1010 · Heritage Oaks General...	-13,715.20	-27,420.94
Deposit	09/13/2016	Rate Assistance	1010 · Heritage Oaks General...	34.76	-27,386.18
Deposit	09/13/2016	1/2 Other 1	1010 · Heritage Oaks General...	247.72	-27,138.46
Deposit	09/13/2016	1/2 Other 2	1010 · Heritage Oaks General...	-37.50	-27,175.96
Deposit	09/14/2016	Water Rec	1010 · Heritage Oaks General...	-1,382.04	-28,558.00
Deposit	09/14/2016	Rate Assistance	1010 · Heritage Oaks General...	8.28	-28,549.72
Deposit	09/14/2016	1/2 Other 1	1010 · Heritage Oaks General...	-55.18	-28,604.90
Deposit	09/14/2016	1/2 Other 2	1010 · Heritage Oaks General...	7.94	-28,596.96
Deposit	09/14/2016	Covelop Will Serve Ext fee Lot # 1	1010 · Heritage Oaks General...	-50.00	-28,646.96
Deposit	09/15/2016	Water Rec	1010 · Heritage Oaks General...	-6,714.09	-35,361.05
Deposit	09/15/2016	Rate Assistance	1010 · Heritage Oaks General...	41.38	-35,319.67
Deposit	09/15/2016	1/2 Other 1	1010 · Heritage Oaks General...	-50.00	-35,369.67
Deposit	09/15/2016	1/2 Other 2	1010 · Heritage Oaks General...	-199.39	-35,569.06
Deposit	09/16/2016	Water Rec	1010 · Heritage Oaks General...	-3,865.37	-39,434.43
Deposit	09/16/2016	Rate Assistance	1010 · Heritage Oaks General...	0.00	-39,434.43
Deposit	09/16/2016	1/2 Other 1	1010 · Heritage Oaks General...	0.00	-39,434.43
Deposit	09/16/2016	1/2 Other 2	1010 · Heritage Oaks General...	16.21	-39,418.22
Deposit	09/21/2016	Water Rec	1010 · Heritage Oaks General...	-3,089.66	-42,507.88
Deposit	09/21/2016	Rate Assistance	1010 · Heritage Oaks General...	8.28	-42,499.60
Deposit	09/21/2016	1/2 Other 1	1010 · Heritage Oaks General...	132.42	-42,367.18
Deposit	09/21/2016	1/2 Other 2	1010 · Heritage Oaks General...	-100.49	-42,467.67
Deposit	09/21/2016	Water Deposit Joey Roedl 346 Raven's Cliff # 1	1005 · Customer Cash	-100.00	-42,567.67
Deposit	09/26/2016	F: 0895 A: 0760 Avila Beach Imp # 1 - Gen .70, W .25, L .05	1010 · Heritage Oaks General...	-543.32	-43,110.99
Deposit	09/26/2016	Water Rec	1010 · Heritage Oaks General...	-1,441.52	-44,552.51
Deposit	09/26/2016	Rate Assistance	1010 · Heritage Oaks General...	29.79	-44,522.72
Deposit	09/26/2016	1/2 Other 1	1010 · Heritage Oaks General...	7.06	-44,515.66
Deposit	09/26/2016	1/2 Other 2	1010 · Heritage Oaks General...	-234.93	-44,750.59
Deposit	09/28/2016	Water Rec	1010 · Heritage Oaks General...	-967.05	-45,717.64
Deposit	09/28/2016	Rate Assistance	1010 · Heritage Oaks General...	16.55	-45,701.09
Deposit	09/28/2016	1/2 Other 1	1010 · Heritage Oaks General...	0.00	-45,701.09
Deposit	09/28/2016	1/2 Other 2	1010 · Heritage Oaks General...	0.00	-45,701.09
Deposit	09/28/2016	water from hydrant AJ Excavation Diable Proj	1010 · Heritage Oaks General...	-108.40	-45,809.49
Deposit	09/30/2016	Water Rec	1010 · Heritage Oaks General...	-148.80	-45,958.29
Deposit	09/30/2016	Rate Assistance	1010 · Heritage Oaks General...	16.55	-45,941.74
Deposit	09/30/2016	1/2 Other 1	1010 · Heritage Oaks General...	0.00	-45,941.74
Deposit	09/30/2016	1/2 Other 2	1010 · Heritage Oaks General...	35.18	-45,906.56
Deposit	09/30/2016	cc cleared 10/3/16	1010 · Heritage Oaks General...	54.20	-45,852.36
Deposit	09/30/2016	cc cleared 10/3/16, Rate Asst	1010 · Heritage Oaks General...	-8.28	-45,860.64
Deposit	09/30/2016	Water Rec	1010 · Heritage Oaks General...	-0.01	-45,860.65
Total Water				-45,860.65	-45,860.65
<b>TOTAL</b>				<b>-104,958.37</b>	<b>-104,958.37</b>

Avila Beach Community Services District

Checks by Fund w/Accounts

September 2016

10/04/16

Type	Date	Num	Name	Memo	Account	Amount	Balance
<b>General / Admin</b>							
Check	09/01/2016		U.S. Postal Service		6140 - Office Supplies & Postage	1.36	1.36
Check	09/02/2016		Bankcard MTOT Disc		5100 - Merchant Credit Card Fe...	79.16	80.52
Check	09/08/2016	1940	Public Employees Retirement System	Customer # 1674878206 Kristi Dibbern	5256 - PERS Co Pd Kristi	389.13	469.65
Check	09/09/2016		U.S. Postal Service		6140 - Office Supplies & Postage	57.89	527.54
Check	09/13/2016	1941	Nikki Engle Bookkeeping & Teaching	Inv. 1393 9/1/16	6102 - Accounting	220.00	747.54
Check	09/13/2016	1941	Nikki Engle Bookkeeping & Teaching	Inv. 1395 9/6/16	6102 - Accounting	110.00	857.54
Check	09/13/2016	1941	Nikki Engle Bookkeeping & Teaching	Inv. 1401 9/12/16	6102 - Accounting	385.00	1,242.54
Check	09/13/2016	1944	Cal Tec Computers	Inv. 5658	6524 - Equip. Rep. & Maint. Avila...	40.00	1,282.54
Check	09/13/2016	1946	Charter	Acct # . 8245100980033571 8/24/16 Invoice	6585 - Telephone / Internet	189.95	1,472.49
Check	09/13/2016	1947	SDRMA Work Comp	premium Work Comp Inv. # 54135	5260 - Work Comp Insurance	52.14	1,524.63
Check	09/13/2016	1953	Shipsey & Seitz	Meeting Prep & Attendance June	6135 - Legal	480.00	2,004.63
Check	09/13/2016	1953	Shipsey & Seitz	COI Code	6135 - Legal	404.80	2,409.43
Check	09/13/2016	1953	Shipsey & Seitz	Parking	6135 - Legal	193.60	2,603.03
Check	09/13/2016	1953	Shipsey & Seitz	Auditor Response	6135 - Legal	70.40	2,673.43
Check	09/13/2016	1953	Shipsey & Seitz	Law Library	6135 - Legal	80.00	2,753.43
Check	09/21/2016	1955	Hagemann & Associates	Inv. 61 Sept 4th - Sept. 17th, 2016	6505 - Contract Labor	5,500.00	8,253.43
Check	09/22/2016	1957	Nikki Engle Bookkeeping & Teaching	Inv. 1403 9/14/16	6102 - Accounting	192.50	8,445.93
Check	09/22/2016	1957	Nikki Engle Bookkeeping & Teaching	Inv. 1402 9/13/16	6102 - Accounting	385.00	8,830.93
Check	09/22/2016	1954	Streamline	Website Design	6590 - Utilities	200.00	9,030.93
Total General / Admin						9,030.93	9,030.93
<b>Lights</b>							
Check	09/02/2016		PG&E	Colony Lights acct # 5992155362-0	6590 - Utilities	90.43	90.43
Check	09/02/2016		PG&E	Town Lights acct # 0690976984-3	6590 - Utilities	449.85	540.28
Check	09/23/2016		PG&E	Front St. Lights acct# 5796765606-7	6590 - Utilities	438.61	978.89
Total Lights						978.89	978.89
<b>Sanitary</b>							
Check	09/13/2016	1942	Fluid Resource Management, Inc.	WW Ops - July 2016	6505 - Contract Labor	11,000.00	11,000.00
Check	09/13/2016	1942	Fluid Resource Management, Inc.	WW Ops - Sept. 2016	6522 - Equip. Rep. & Maint-Avil...	245.27	11,245.27
Check	09/13/2016	1942	Fluid Resource Management, Inc.	Power Outage WWTP	6522 - Equip. Rep. & Maint-Avil...	649.80	11,895.07
Check	09/13/2016	1943	South County Sanitary Service	8/1/16	6590 - Utilities	55.61	11,950.68
Check	09/13/2016	1945	Abalone Coast Analytical, Inc.	Monthly Testing Inv. 9/1/16	6540 - Lab Tests	2,236.40	14,187.08
Check	09/13/2016	1948	Brenntag Pacific, Inc.	Inv. #BPI655143	6503 - Chemicals	1,215.60	15,402.68
Check	09/13/2016	1950	Speed's, Inc.	Solid Waste Handling 8/31/16 54814	6580 - Solids Handling	1,291.50	16,694.18
Check	09/13/2016	1951	Cal Coast Carpet	Inv. 378703SP	8239 - WW-9 Repair to Decking...	917.50	17,611.68
Check	09/13/2016	1952	Miners Ace Hardware	WWTP	6522 - Equip. Rep. & Maint-Avil...	22.54	17,634.22
Check	09/13/2016	1953	Shipsey & Seitz	Port	6135 - Legal	563.20	18,197.42
Check	09/13/2016	1951	Cal Coast Carpet	Inv. 378703SP	8240 - WW-9 Labor Repair to D...	1,525.75	19,723.17
Check	09/16/2016		AT&T	acct # x 0885 U-verse	6585 - Telephone / Internet	90.76	19,813.93
Check	09/22/2016	1956	Speed's, Inc.	Solid Waste Handling Inv. 54873 9/8/16	6580 - Solids Handling	1,350.00	21,163.93
Check	09/22/2016	1956	Speed's, Inc.	Solids Waste Handling Inv. 54712 8/15/16	6580 - Solids Handling	1,291.50	22,455.43
Check	09/22/2016	1958	Brenntag Pacific, Inc.	Inv. #BPI2699609	6503 - Chemicals	1,204.43	23,659.86
Check	09/22/2016	1961	Brenntag Pacific, Inc.	Inv. #BPI	6503 - Chemicals	1,197.55	24,857.41
Check	09/23/2016		PG&E	Waste Water Plant acct # 6380034236-0 3rd & ...	6590 - Utilities	1,920.15	26,777.56
Check	09/23/2016		PG&E	Lift Station acct# 6338432238-2	6590 - Utilities	60.56	26,838.12
Check	09/26/2016		AT&T	tablet 805 234-1720	6585 - Telephone / Internet	15.99	26,854.11
Check	09/30/2016		AT&T	acct # 805 595-7619 618 0 \$ 127.56 9/7/16 bill (...)	6585 - Telephone / Internet	102.56	26,956.67
Check	09/30/2016		AT&T	acct # 805 595-9416 904 5 \$ 307.95 9/7/16 bill (...)	6585 - Telephone / Internet	247.95	27,204.62
Total Sanitary						27,204.62	27,204.62
<b>Solid Waste</b>							
Check	09/13/2016	1953	Shipsey & Seitz	Solid Waste	6135 - Legal	158.40	158.40
Total Solid Waste						158.40	158.40
<b>Water</b>							
Check	09/13/2016	1942	Fluid Resource Management, Inc.	W Ops - July 2016	6505 - Contract Labor	5,250.00	5,250.00
Check	09/13/2016	1942	Fluid Resource Management, Inc.	251 San Luis St Water Leak Repair 6/3/16	6524 - Equip. Rep. & Maint. Avila...	1,094.39	6,344.39
Check	09/13/2016	1942	Fluid Resource Management, Inc.	251 San Luis St. Water Leak Repair 6/3/16	6524 - Equip. Rep. & Maint. Avila...	106.11	6,450.50
Check	09/13/2016	1942	Fluid Resource Management, Inc.	251 San Luis St. Water Leak Repair 6/3/16	6524 - Equip. Rep. & Maint. Avila...	998.81	7,449.31
Check	09/13/2016	1953	Shipsey & Seitz	SWRCB	6135 - Legal	264.00	7,713.31
Check	09/22/2016	1959	SLO Co Health	Cross Connections Inv. 0103948	6555 - Permits & Fees	217.40	7,930.71
Total Water						7,930.71	7,930.71
<b>TOTAL</b>						<b>45,303.55</b>	<b>45,303.55</b>



# FLUID RESOURCE MANAGEMENT

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

# Statement

Date
10/1/16

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.
\$16,943.14	

Date	Transaction	Amount	Balance
09/30/16	348F11001 Monthly OPS/Maint- INV #F14930. Orig. Amount \$16,250.00.	16,250.00	16,250.00
09/28/16	W14802 Locate Conduit for Flow Meter- INV #W14802. Orig. Amount \$693.14.	693.14	16,943.14

*OK copy  
 mnt 10/2/16*

CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
16,943.14	0.00	0.00	0.00	0.00	\$16,943.14




**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: October 11, 2016

SUBJECT: General Manager/District Engineer Report

**FY 2015/16 Financial Audit**

The District's financial auditors, Fedak and Brown Inc. came to the District office on July 18<sup>th</sup> and 19<sup>th</sup> to conduct their interim testing of the District's financial processes. They conducted a very thorough review of the District's cash disbursement and receipts processes; payroll process; cash handling; and overall accounting practices. The auditors returned on September 12 and 13, to complete their audit field work in preparation of their audit report. The auditors will present their audit report to the Board at the November Board meeting.

**Zone 3/CSA 12 Water Technical Advisory Committee and Water Supply Projections and Requests for 2017**

Staff is scheduled to attend the monthly Technical Advisory Committee (TAC) meeting on Thursday October 6<sup>th</sup>. Board members will recall that the monthly TAC meetings are chaired by the County Public Works Department and members provide technical input to the Zone 3 Advisory Committee (which meets quarterly). The agenda for the TAC meeting is attached to this report. One of the main topics for this meeting will be water supply projections and sub-contractor water orders for 2017.

At the County's request, staff has prepared and submitted the District's initial Lopez Lake and State Water Project delivery requests for 2017. State Water Project supply for 2017 is currently estimated by the Department of Water Resources at 60% of contracted Table "A" supply. The delivery amount will be further refined by DWR as we work our way through the "wet season". Recall, that this year, in spite of the continued drought in the southern part of the state, State Water Deliveries were 60%.

Since the District has a 100 AFY State Water entitlement, the District will have 60 AF of Table A water and an additional 60 AF of Drought Buffer water. The District also has 30 AF of "stored water" in San Luis Reservoir from previous years. Therefore, at 60% delivery, the total available supply from the State Water Project is 150 AF. However, the District can only take up to 100 AF in any year, so the remaining 50 AF will be retained

as Stored Water. The Water Delivery request sheet for this scenario is provided as an attachment.

For Lopez Lake the scenario is less optimistic. As you recall, Lopez Lake is currently at approximately 12,000 Acre Feet (AF) of storage. The Zone 3 sub-contractors are operating under the Low Level Reservoir Response Plan (LLRRP). Under the LLRRP, when the lake goes below 10,000 AF, municipal contractors are required to take a 20% reduction in their entitlements. Staff anticipates that the lake level will reach 10,000 AF in November or December 2016, depending on early rainfall totals. That means the District will be entitled to 68 AF minus 20%, which equals approximately 54 AF, plus carryover water.

In summary, the District's current projected water deliveries for 2017 are as follows:

State Water: 100 AF (with 50 AF to Stored Water)

Lopez Water: 54 AF (plus any carryover water)

Past Year Water Deliveries (AF):

	<u>CY 2014</u>	<u>CY 2015</u>	<u>CY 2016 (projected)</u>
Lopez	18.5	55	47
State	<u>69.1</u>	<u>21</u>	<u>30</u>
Total	87.6	76	77

Based on the projected supply and historical demand, the District appears to be in reasonable shape for 2017. However, Lake Lopez remains at historically low levels and it will take at least two years of locally normal rainfall to bring the lake back up to normal levels. Aggressive water conservation measures will remain in place and staff will continue to work with our Zone 3 partners to optimize our limited local water resources.

### **Envision Avila**

Attached is a flyer from the County Planning & Building Department announcing the kick-off of a community workshop series created to inform and develop a new comprehensive Avila Beach Community Plan. Questions should be directed to the Planning Department at 781-1397 or [envisionavila@co.slo.ca.us](mailto:envisionavila@co.slo.ca.us).

### **Special District Risk Management Authority (SDRMA) Award**

Staff is pleased to announce that the District has received the SDRMA President's Acknowledgment Award in recognition of having no "paid" claims during the prior five consecutive program years in the Workers Compensation Program. The recognition is great and the District earned 5 credit incentive points that will reduce will reduce the District's insurance premiums. The letter and certificate are provided as an attachment to this report.



**ZONE 3  
TECHNICAL ADVISORY COMMITTEE**

**Thursday October 6, 2016  
9:00-11:00 AM  
ARROYO GRANDE CITY HALL  
300 BRANCH STREET  
2<sup>nd</sup> FLOOR CONFERENCE ROOM**

## Agenda

1. General Operations and Water Report Joe / Jill
  - Monthly Operations Report
  - Lopez Dam Storage Projections
  - Summary Notes/Action Items – Sept.
2. Operational Issues - Update on water softening project Jill
3. Capital Improvement Project Update – Joshua
4. ECORPS Revised Proposal for modeling of Zone 3 Water Supply Contract Changes Jill
  - Make funding recommendation to Adv. Comm. in November
5. State Water Exchange with CCWA Jill
  - Status of Phase 1 - DWR Agreement
  - Bypass pipeline condition assessment - update
6. Carryover Water/Allocations for WY 17-18 All
7. Agenda items next month? All

**Attachments:**

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



***Next Meeting November 3, 2016***

**Avila Beach CSD - Water Delivery Schedule for 2017 through 2021**

**2017 Water Year**

	Value	Notes
Stored Water (AF)	30.0	Stored Water (estimated) as of 12/31 (end of prior Water Year).
DWR Delivery Allocation (%)	60%	Percent allocation for the Water Year as determined by DWR.
Water Service Amount (AF)	100	
Drought Buffer (AF)	100	
Available "Table A" Supply (AF)	120	Available "Table A" Supply = (DWR Delivery Allocation %) x [(Water Service Amount) + (Drought Buffer)]
Total Available Supply (AF)	150	Total Available Supply for the Water Year = (Available "Table A" Supply) + (Stored Water)
Max Annual Delivery (AF)	100	Max Annual Delivery is the Water Service Amount (total delivery request for Water Year cannot exceed this amount).
Max Monthly Delivery (AF)	8.33	Max Annual Delivery divided by 12.
Stored Water EOY (AF)	--	Estimated "Stored Water at EOY" = (Total Available Supply for the Water Year) - (Total Requested Delivery for the Water Year). (A negative amount would indicate the quantity that would need to be supplemented in Water Year by SLO FC&WCD to satisfy Total Requested Delivery)

Water Year & % Allocation	Requested Delivery	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2017 - 5%	"Table A" Supply (AF)	3.00	3.00	4.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00
	Stored Water (AF)	0.00	0.00	0.00	4.00	4.00	4.00	4.00	5.00	4.00	3.00	3.00	2.00	33.00
	<b>Total</b>	3.00	3.00	4.00	4.00	4.00	4.00	4.00	5.00	4.00	3.00	3.00	2.00	<b>43.00</b>
2017 - 30%	"Table A" Supply (AF)	3.00	3.00	4.00	4.00	4.00	4.00	4.00	5.00	4.00	3.00	3.00	2.00	43.00
	Stored Water (AF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	3.00	3.00	4.00	4.00	4.00	4.00	4.00	5.00	4.00	3.00	3.00	2.00	<b>43.00</b>
2017 - 50%	"Table A" Supply (AF)	3.00	3.00	4.00	4.00	4.00	4.00	4.00	5.00	4.00	3.00	3.00	2.00	43.00
	Stored Water (AF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	3.00	3.00	4.00	4.00	4.00	4.00	4.00	5.00	4.00	3.00	3.00	2.00	<b>43.00</b>
2017 - 60%	"Table A" Supply (AF)	3.00	3.00	4.00	4.00	4.00	4.00	4.00	5.00	4.00	3.00	3.00	2.00	43.00
	Stored Water (AF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	3.00	3.00	4.00	4.00	4.00	4.00	4.00	5.00	4.00	3.00	3.00	2.00	<b>43.00</b>
2017 - 100%	"Table A" Supply (AF)	3.00	3.00	4.00	4.00	4.00	4.00	4.00	5.00	4.00	3.00	3.00	2.00	43.00
	Stored Water (AF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	3.00	3.00	4.00	4.00	4.00	4.00	4.00	5.00	4.00	3.00	3.00	2.00	<b>43.00</b>
<b>2018-2021 at 60%</b>														
2018 - 60%	"Table A" Supply (AF)	3.00	3.00	4.00	4.00	4.00	4.00	4.00	5.00	4.00	3.00	3.00	2.00	43.00
	Stored Water (AF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	3.00	3.00	4.00	4.00	4.00	4.00	4.00	5.00	4.00	3.00	3.00	2.00	<b>43.00</b>
2019 - 60%	"Table A" Supply (AF)	3.00	3.00	4.00	4.00	4.00	4.00	4.00	5.00	4.00	3.00	3.00	2.00	43.00
	Stored Water (AF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	3.00	3.00	4.00	4.00	4.00	4.00	4.00	5.00	4.00	3.00	3.00	2.00	<b>43.00</b>
2020 - 60%	"Table A" Supply (AF)	3.00	3.00	4.00	4.00	4.00	4.00	4.00	5.00	4.00	3.00	3.00	2.00	43.00
	Stored Water (AF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	3.00	3.00	4.00	4.00	4.00	4.00	4.00	5.00	4.00	3.00	3.00	2.00	<b>43.00</b>
2021 - 60%	"Table A" Supply (AF)	3.00	3.00	4.00	4.00	4.00	4.00	4.00	5.00	4.00	3.00	3.00	2.00	43.00
	Stored Water (AF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	3.00	3.00	4.00	4.00	4.00	4.00	4.00	5.00	4.00	3.00	3.00	2.00	<b>43.00</b>
<b>2018-2021 at 100%</b>														
2018 - 100%	"Table A" Supply (AF)	5.00	5.00	6.00	6.00	6.00	6.00	6.00	7.00	6.00	6.00	6.00	5.00	70.00
	Stored Water (AF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	5.00	5.00	6.00	6.00	6.00	6.00	6.00	7.00	6.00	6.00	6.00	5.00	<b>70.00</b>
2019 - 100%	"Table A" Supply (AF)	5.00	5.00	6.00	6.00	6.00	6.00	6.00	7.00	6.00	6.00	6.00	5.00	70.00
	Stored Water (AF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	5.00	5.00	6.00	6.00	6.00	6.00	6.00	7.00	6.00	6.00	6.00	5.00	<b>70.00</b>
2020 - 100%	"Table A" Supply (AF)	5.00	5.00	6.00	6.00	6.00	6.00	6.00	7.00	6.00	6.00	6.00	5.00	70.00
	Stored Water (AF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	5.00	5.00	6.00	6.00	6.00	6.00	6.00	7.00	6.00	6.00	6.00	5.00	<b>70.00</b>
2021 - 100%	"Table A" Supply (AF)	5.00	5.00	6.00	6.00	6.00	6.00	6.00	7.00	6.00	6.00	6.00	5.00	70.00
	Stored Water (AF)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Total</b>	5.00	5.00	6.00	6.00	6.00	6.00	6.00	7.00	6.00	6.00	6.00	5.00	<b>70.00</b>

**Lopez Water Delivery Request for April 1, 2017- March 31, 2018**

**Lopez Water Delivery Request**

Contract Entitlement (AF)	Apr (AF/CFS)	May (AF/CFS)	Jun (AF/CFS)	Jul (AF/CFS)	Aug (AF/CFS)	Sep (AF/CFS)	Oct (AF/CFS)	Nov (AF/CFS)	Dec (AF/CFS)	Jan (AF/CFS)	Feb (AF/CFS)	Mar (AF/CFS)	Total (AF/Y)
Arroyo Grande	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Oceano CSD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Grover Beach	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Pismo Beach	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
CSA 12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Avila Valley MWC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Avila Beach CSD	3.005	3.005	4.007	5.008	5.008	4.007	4.007	3.005	3.005	2.003	2.004	2.003	40
ACRE FT/MO - AVG CFS	3.0	3.0	4.0	5.0	5.0	4.0	4.0	3.0	3.0	2.0	2.0	2.0	40.0
MG/MO - AVG GPM	1.0	1.0	1.3	1.6	1.6	1.3	1.3	1.0	1.0	0.7	0.7	0.7	13.0
AVG MGD	0.0	0.0	0.0	0.1	0.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.4

**April 1, 2018-March 31, 2019**

Contract Entitlement (AF)	Apr (AF/CFS)	May (AF/CFS)	Jun (AF/CFS)	Jul (AF/CFS)	Aug (AF/CFS)	Sep (AF/CFS)	Oct (AF/CFS)	Nov (AF/CFS)	Dec (AF/CFS)	Jan (AF/CFS)	Feb (AF/CFS)	Mar (AF/CFS)	Total (AF/Y)
Arroyo Grande	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Oceano CSD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Grover Beach	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Pismo Beach	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
CSA 12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Avila Valley MWC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Avila Beach CSD	3.005	3.005	5.008	5.008	5.008	5.008	4.007	3.005	3.005	2.003	2.004	2.003	42
ACRE FT/MO - AVG CFS	3.0	3.0	5.0	5.0	5.0	5.0	4.0	3.0	3.0	2.0	2.0	2.0	42.0
MG/MO - AVG GPM	1.0	1.0	1.6	1.6	1.6	1.6	1.3	1.0	1.0	0.7	0.7	0.7	13.7
AVG MGD	0.0	0.0	0.1	0.1	0.1	0.1	0.0	0.0	0.0	0.0	0.0	0.0	0.4

**April 1, 2019-March 31, 2020**

Contract Entitlement (AF)	Apr (AF/CFS)	May (AF/CFS)	Jun (AF/CFS)	Jul (AF/CFS)	Aug (AF/CFS)	Sep (AF/CFS)	Oct (AF/CFS)	Nov (AF/CFS)	Dec (AF/CFS)	Jan (AF/CFS)	Feb (AF/CFS)	Mar (AF/CFS)	Total (AF/Y)
Arroyo Grande	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Oceano CSD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Grover Beach	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Pismo Beach	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
CSA 12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Avila Valley MWC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
Avila Beach CSD	3.005	4.007	5.008	5.008	6.010	5.008	4.007	3.005	3.005	2.003	2.004	2.003	44
ACRE FT/MO - AVG CFS	3.0	4.0	5.0	5.0	6.0	5.0	4.0	3.0	3.0	2.0	2.0	2.0	44.0
MG/MO - AVG GPM	1.0	1.3	1.6	1.6	2.0	1.6	1.3	1.0	1.0	0.7	0.7	0.7	14.3
AVG MGD	0.0	0.0	0.1	0.1	0.1	0.1	0.0	0.0	0.0	0.0	0.0	0.0	0.5

Notes:

(1) AG, Oceano, Grover Beach, and Pismo Beach Peak flows are based on maximum flow rate stated in Article 9(d) of Lopez Water Supply Agreements dated August 2000.

(2) Port San Luis, Avila Valley MWC, and Avila Beach CSD Peak Flows were calculated using ratio of CSA 12 entitlement.

# Envision AVILA

AVILA COMMUNITY PLAN UPDATE KICK-OFF

OCTOBER 27TH • 6:30-7:30PM

AVILA BEACH COMMUNITY CENTER

191 San Miguel St, Avila Beach, CA 93424

*Envision Avila is a community workshop series created to inform & develop a new comprehensive Community Plan*

## THE FIRST MEETING WILL COVER:

- *What is the Community Plan?*
- *What is the Update Timeline?*
- *Avila Community Vision Exercise*

*For any questions, please contact Planning & Building at 781-1397 or [envisionavila@co.slo.ca.us](mailto:envisionavila@co.slo.ca.us)*

September 16, 2016

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

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

Dear Mr. Kelley:

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

A "paid" claim for the purposes of this recognition represents the first payment on an open claim during the prior program year. Your agency's efforts have resulted in no "paid" workers' compensation claims for the prior 5 consecutive program years including 2015-16. This is an outstanding accomplishment that serves as an example for all SDRMA members!

It is through the efforts of members such as Avila Beach Community Services District that SDRMA has been able to continue providing affordable workers' compensation coverage to over 433 public agencies throughout California. While 262 members or 61% in the workers' compensation program had no "paid" claims in program year 2015-16, 131 members or 30% had no paid claims for the prior 5 consecutive years.

In addition to this annual recognition, members with no "paid" claims during 2015-16 earned 2 credit incentive points (CIPs) reducing their annual contribution amount and members with no "paid" claims for the prior 5 consecutive program years earned 3 additional bonus CIPs. Also, members without claims receive a lower "experience modification factor" (EMOD) which also reduces their annual contribution amount.

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

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

Sincerely,  
Special District Risk Management Authority



David Aranda, President  
Board of Directors



*President's Special Acknowledgement Award*

THE PRESIDENT OF THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY  
HEREBY GIVES SPECIAL RECOGNITION TO

**Avila Beach Community Services District**

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

David Aranda, SDRMA Board President

September 16, 2016

Date





October 4, 2016

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

**SUBJECT: SEPTEMBER 2016 MONTHLY FACILITY REPORT FOR THE AVILA BEACH COMMUNITY SERVICES DISTRICT WASTEWATER TREATMENT PLANT, WATER SYSTEM AND COLLECTION SYSTEM**

### **WASTEWATER TREATMENT PLANT**

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

The wastewater treatment plant is currently set up to have sludge hauled every two weeks; this helps to prevent solids from building up in the plant. As summer flows start to decrease the sludge hauling schedule may be adjusted to every three weeks.

The District replaced the linoleum in the upstairs office of the wastewater treatment plant. Staff was there to assist with moving the furniture and to monitor the SCADA computer during the transition to ensure proper operation.

The third quarter collection system "Hot Spot" cleaning was performed. This cleaning is performed on sections of the collection system that are known to be problem areas due to roots, grease and/or bellies (low sagging sections of pipe that allows material to build up). The First Street Lift Station is also vacuumed out to remove sand, grit and solid material from the wet well.

Staff assisted the District with locating an abandoned conduit from a manhole in the street to the mechanical room. This conduit was previously used for metering flow into the plant.

### **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 met with District and assisted in the layout of the backboards for the new tanksite electrical project.

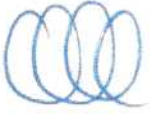
### **COMPLIANCE RECORD AND PLANT PERFORMANCE**

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.

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

Sincerely,

**FLUID RESOURCE MANAGEMENT**



Carinna Butler  
Operations Manager

### **ATTACHMENTS**

- Self-Monitoring Report
- ABCSD Average Daily WWTP Effluent Flow (2014-2016)
- ABCSD Monthly Total WWTP Effluent Flow (2014-2016)
- Port San Luis Monthly Total Flow (2014-2016)
- Monthly Average Influent BOD (2014-2016)
- Monthly Average Effluent BOD (2014-2016)
- Monthly Water Purchased From Lopez (2014-2016)
- ABCSD Monthly Water Sold (2014-2016)

# Avila Beach CSD Wastewater Treatment Facility

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

Month: **SEPTEMBER 2016**

	Daily Flow (MGD)			Effluent Monitoring		
	Total	Max (gpm)	Avg (gpm)	Total Coliform	Fecal Coliform	Daily Total Cl2 Residual
1	0.040715	107	32	<2	<2	<0.02
2	0.050836	108	35			<0.02
3	0.073479	133	51			<0.02
4	0.080877	134	57			<0.02
5	0.067242	128	47			<0.02
6	0.043460	107	30	<2	<2	<0.02
7	0.042850	101	30			<0.02
8	0.044653	88	31	<2	<2	<0.02
9	0.050491	94	35			<0.02
10	0.065231	133	39			<0.02
11	0.059884	127	42			<0.02
12	0.041508	106	29			<0.02
13	0.040510	98	28	<2	<2	<0.02
14	0.044319	89	31			<0.02
15	0.045985	100	32	<2	<2	<0.02
16	0.053152	96	37			<0.02
17	0.066291	123	46			<0.02
18	0.068195	144	48			<0.02
19	0.048775	95	34			<0.02
20	0.045884	104	32	2	<2	<0.02
21	0.048170	92	34			<0.02
22	0.048431	99	28	<2	<2	<0.02
23	0.057550	110	39			<0.02
24	0.062585	129	44			<0.02
25	0.061161	117	43			<0.02
26	0.040827	85	39			<0.02
27	0.038976	87	27	<2	<2	<0.02
28	0.037987	81	27			<0.02
29	0.040892	97	29	<2	<2	<0.02
30	0.049061	101	34			<0.02
31						
Min	0.037987	81	27	<2	<2	<0.02
Mean	0.051999	107	36	<2	<2	<0.02
Max	0.080877	144	57	2	<2	<0.02
Total	1.559977					

Effluent daily flow (in dry weather) NTE monthly average of 0.2 MGD.  
Chlorine residual daily max NTE 1.2 mg/l.

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: \_\_\_\_\_

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

### Effluent and Influent Monitoring

Date:	Weekly Effluent BOD 24 hr comp	Weekly Effluent TSS 24 hr comp	Bi-Monthly Influent BOD 24 hr comp	Bi-Monthly Influent TSS 24 hr comp	Monthly Effluent Oil & Grease Grab
9/1/16	19	13	493	386	
9/4/16	36	33	533	406	
9/8/16	24	11	341	130	2.6 DNQ
9/11/16	29	28	433	372	
9/15/16	21	14	420	232	
9/18/16	36	35	474	428	
9/22/16	24	16	377	544	
9/25/16	40	36	404	536	
9/29/16	19		480		
Min	19	11	341	130	2.6 DNQ
Mean	28	23	439	379	2.6 DNQ
Max	40	36	533	544	2.6 DNQ
BOD Removal: 93.7%			TSS Removal: 93.9%		

Date:	Effluent Set. Solids Grab	Effluent Turbidity Grab	Effluent pH Grab	Effluent Temp. (°F) Grab
9/1/16	<0.1	15.5	6.4	73
9/8/16	<0.1	12.4	6.2	74
9/15/16	<0.1	13.9	6.5	71
9/22/16	<0.1	13.6	6.3	71
9/29/16	<0.1	12.9	6.5	72
Min	<0.1	12.4	6.2	71
Mean	<0.1	13.7	6.4	72
Max	<0.1	15.5	6.5	74

### Effluent Limits

Parameter	Units	Monthly Avg	Weekly Avg	Daily Max
BOD	mg/l	40	60	90
Suspended Solids	mg/l	40	60	90
Oil and Grease	mg/l	25	40	75
Turbidity	NTU	75	100	225
Total Coliform	MPN/100 ml	7 Sample Median: 23		
		No more than once in 30 days: 240		
		Daily Maximum: 2,400		
pH	pH units	Between 6.0 - 9.0		
Settleable Solids	ml/l	1.0	1.5	3.0
BOD/TSS Removal	%	≥ 75%	***	***

### Sludge Removal

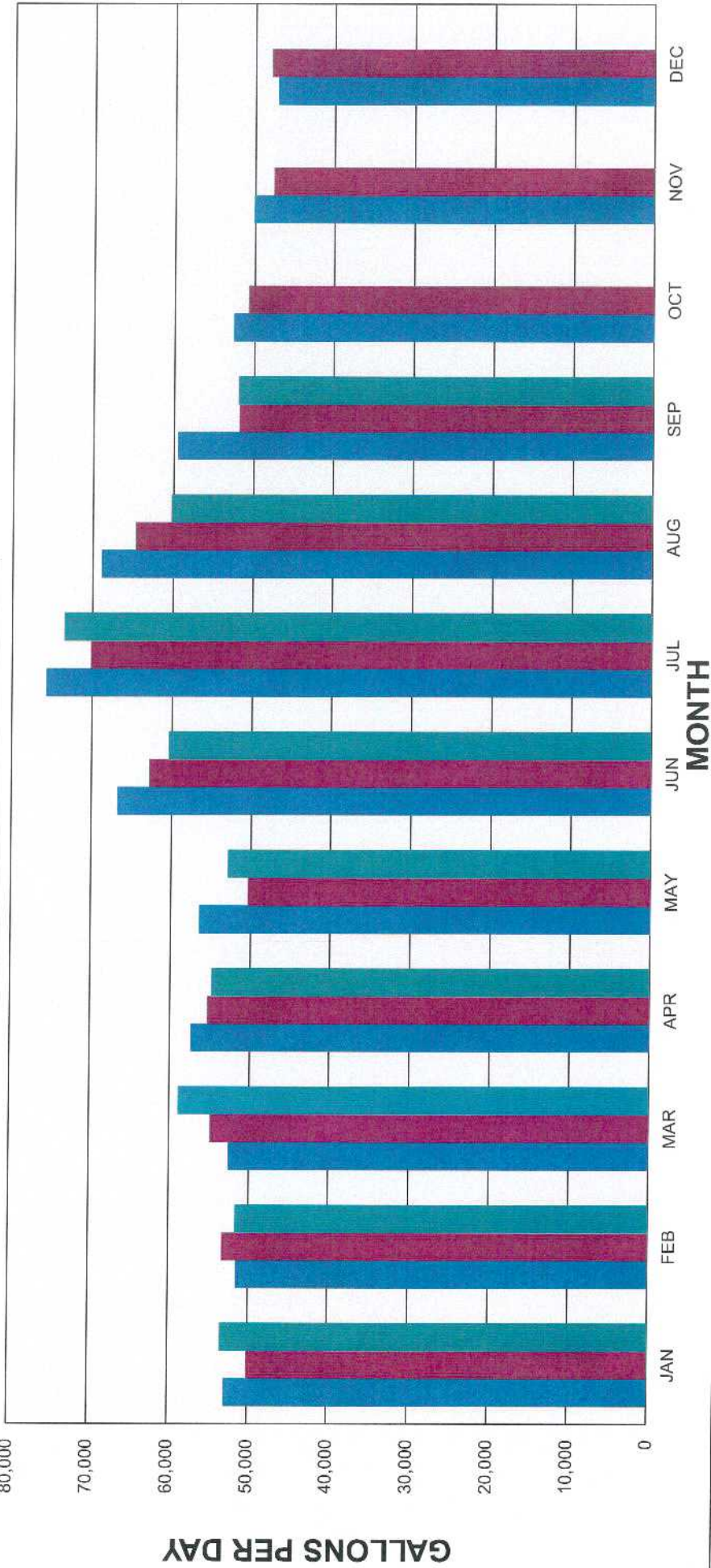
Date:	Gallons of Sludge Hauled Off-Site (Est.)
9/7/16	4,500

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

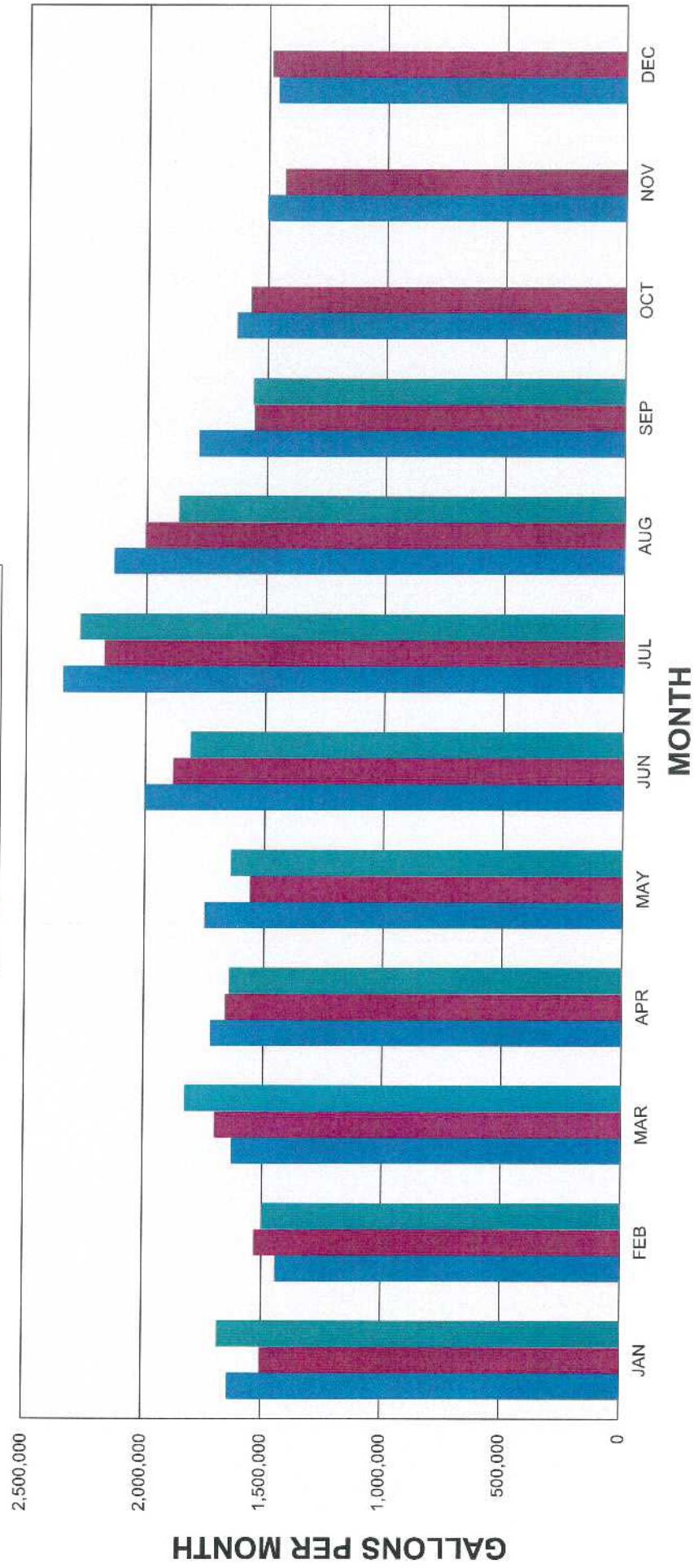
TITLE: \_\_\_\_\_

# ABCSD AVERAGE DAILY WWTP EFFLUENT FLOW (2014 - 2016)

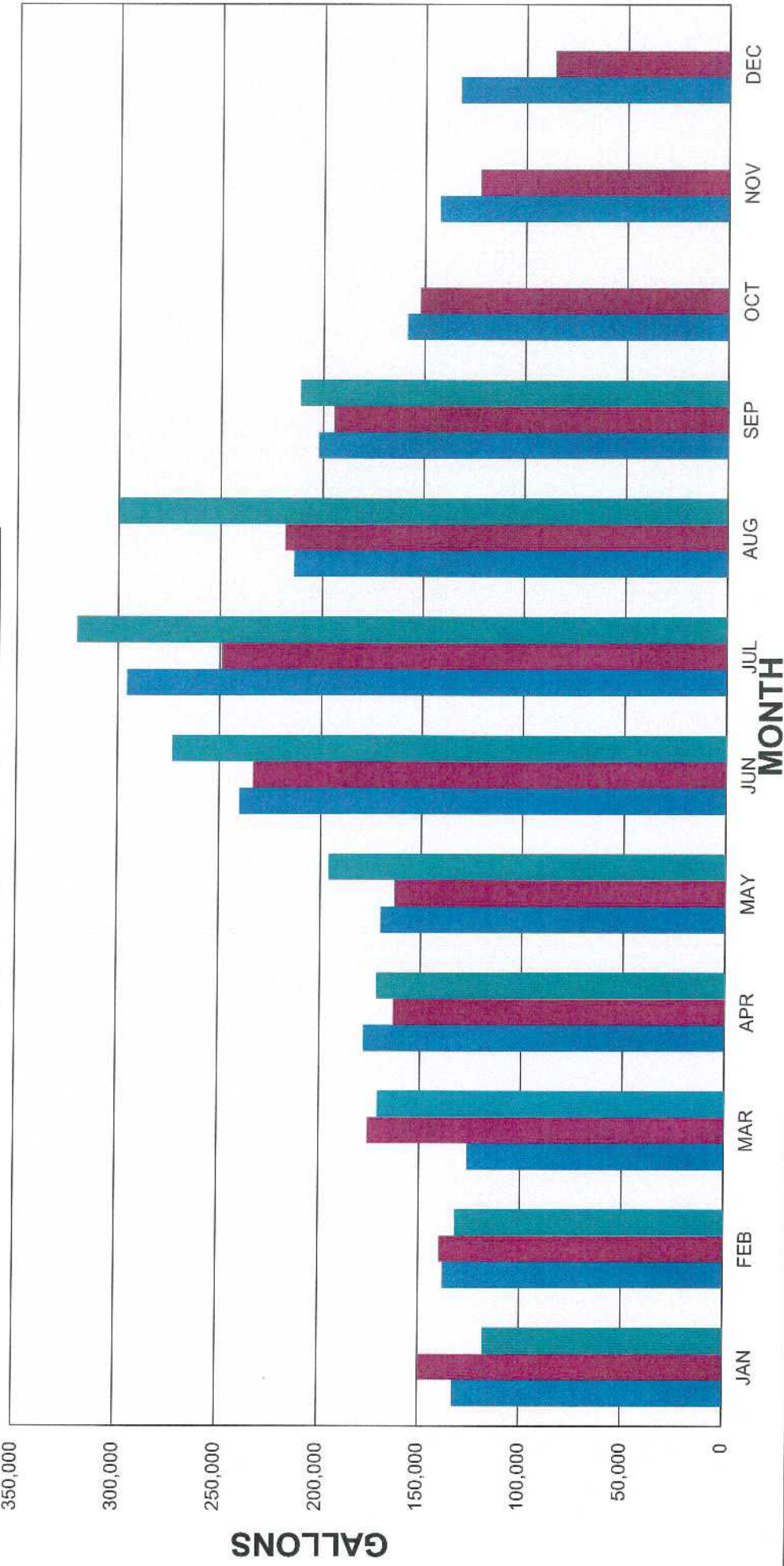
■ 2014 ■ 2015 ■ 2016



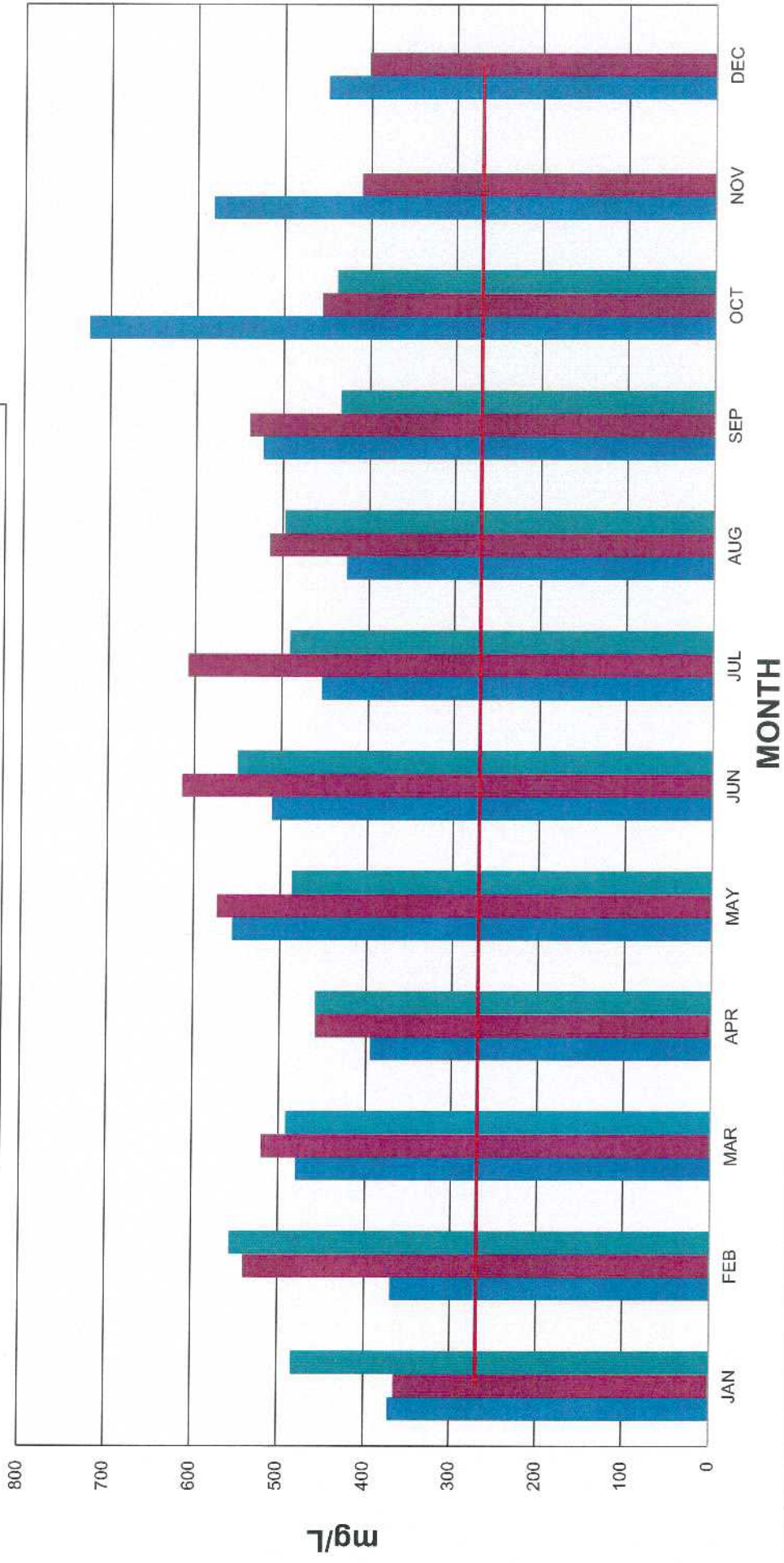
# ABCSD MONTHLY TOTAL WWTP EFFLUENT FLOW (2014 - 2016)



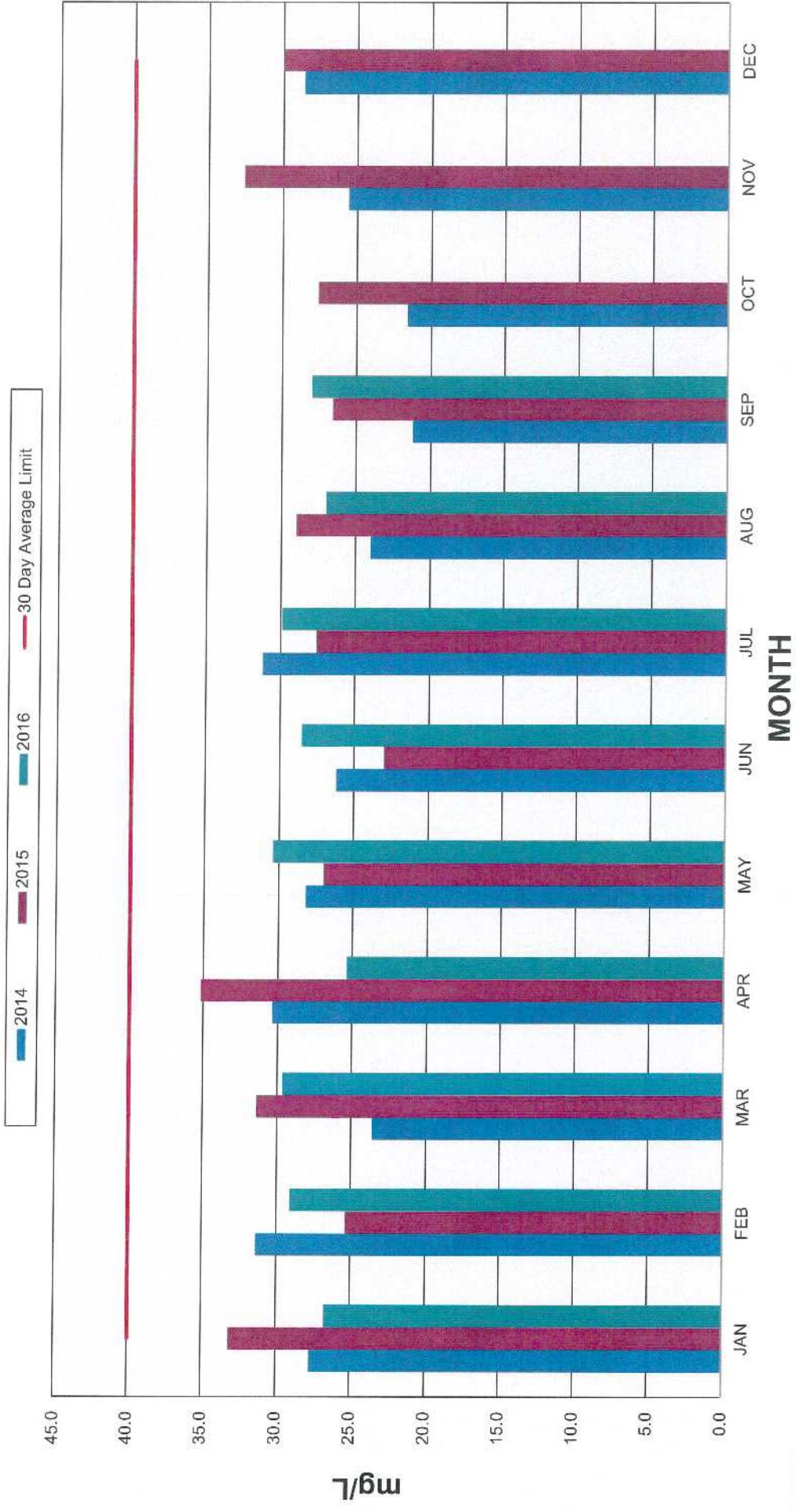
# PORT SAN LUIS MONTHLY TOTAL FLOW (2014 - 2016)



# ABCSD MONTHLY AVERAGE INFLUENT BOD (2014 - 2016)



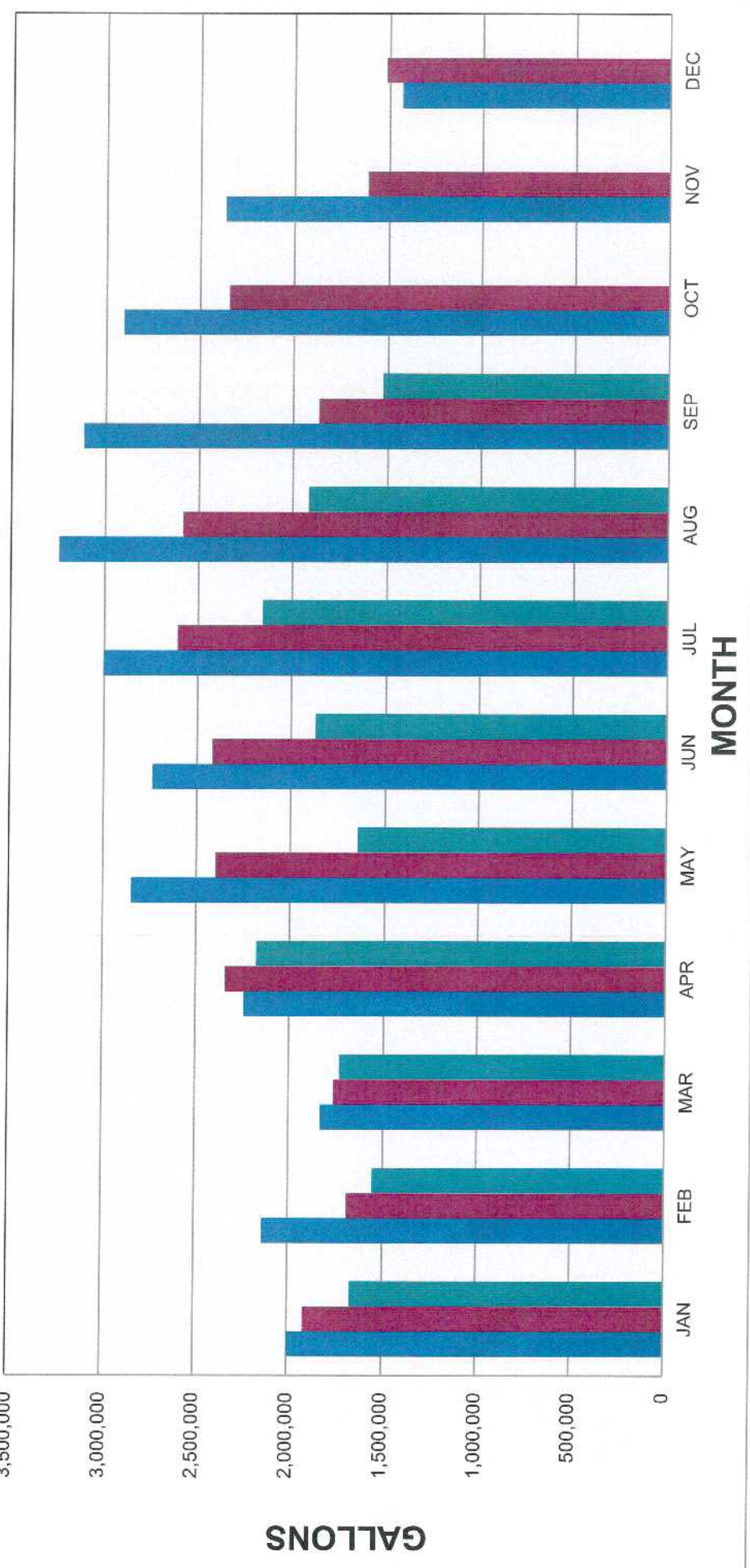
# ABCSD MONTHLY AVERAGE EFFLUENT BOD (2014 - 2016)





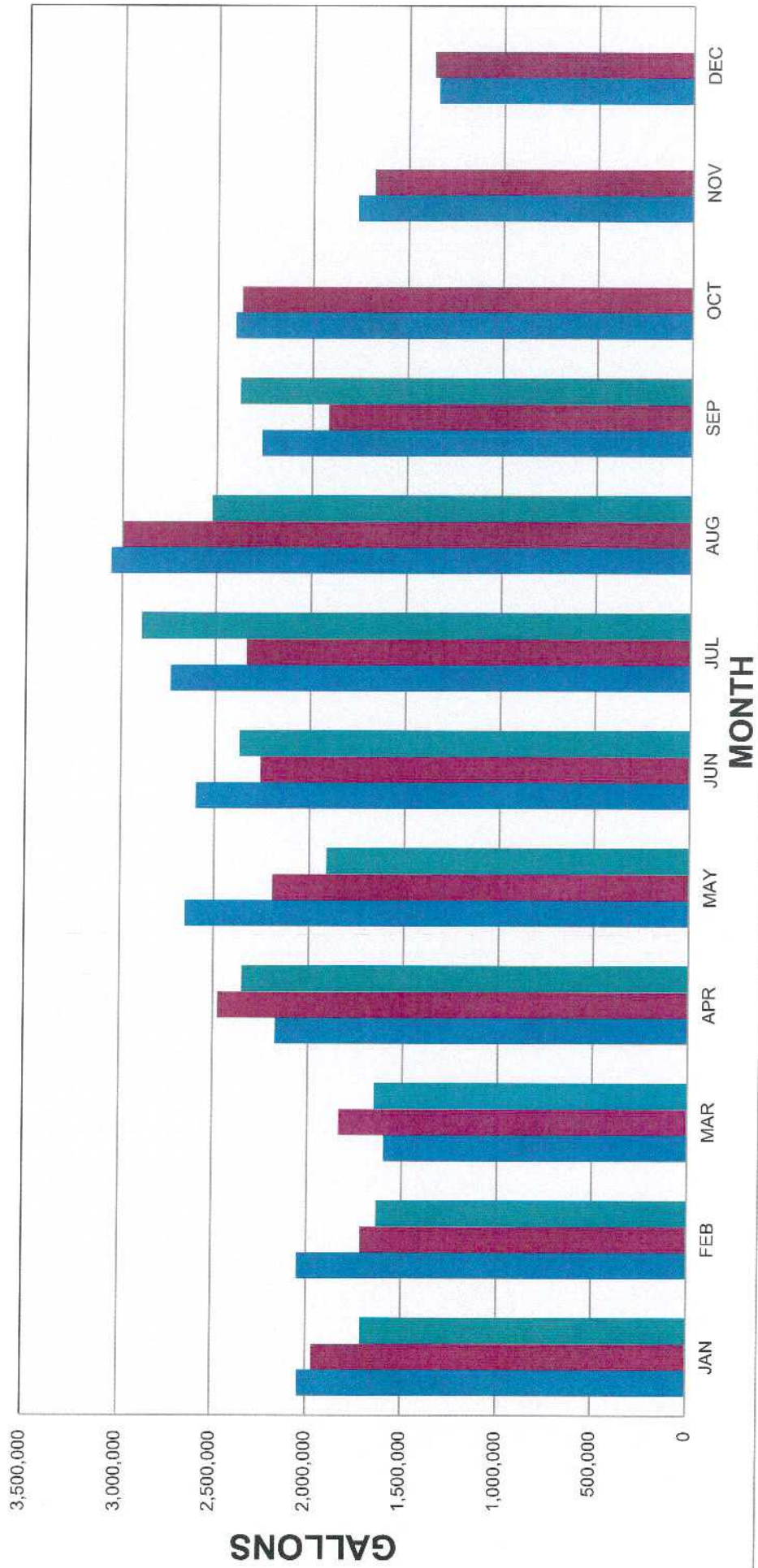
# ABCSD MONTHLY WATER PURCHASED FROM LOPEZ (2014 - 2016)

■ 2014 ■ 2015 ■ 2016



# ABCSD MONTHLY WATER SOLD (2014 - 2016)

■ 2014 ■ 2015 ■ 2016



**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 11, 2016

SUBJECT: Preliminary Intent to Serve Request: Rourke Properties, 260/264 San Miguel Street, APN: 076-201-071 (75' x 150' subdivided portion)

Recommendation:

Receive Staff Report; Conditionally Approve the Preliminary Intent to Serve Request with a condition that issuance of final Will Serve we be dependent upon the District's ability to supply water and sewer service.

Funding:

A \$1,000 processing fee and deposit has been received from the applicant for the project and will be used for applicable charges as described in Resolution No. 97-2 for processing an "Intent to Serve" letter review.

Discussion:

Attached for Board consideration is a request dated September 26, 2016 from Ms. Mandi Pickens, agent for owner Rourke Properties, for a "Preliminary Intent to Serve" for a subdivision planned development on an existing lot at 260/264 San Miguel Street. According to the application letter, this request is only for the development associated with the 75' x 150' lot located within APN 076-201-071. This lot is adjacent to and was formally part of the Sylvester Sisters/Sullivan Project. On October 3, I received an email from Danny Sullivan, that corroborates the fact that the partners sold Lot 3 to Mr. Rourke and that Mr. Sullivan has revised his project down from 3 single family residential units to 2 SFR units. Staff understands that one of the four utility service credits associated with the property will be credited to the proposed project and has calculated the credits accordingly.

According to the application letter, the project proposes a planned development for three single family residences to be subdivided and located on their own parcel. All three of the proposed residences have a footprint of approximately 15' x 45', and have the same floor plan with a total living area of 973 square feet. They all have two stories, a 10' x 20' garage, two bedrooms and 2.5 bathrooms.

District Staff has calculated the preliminary capacity fees and associated credits for the project based on the capacity fee schedule adopted by the Board in December 2013. Water and Sewer Credits were calculated consistent with the credits applied to the aforementioned Sullivan project. The Water capacity fees for the proposed project are \$18,206 and the Sewer Capacity Fees are \$37,861, for a total capacity fee of \$56,067. This equates to approximately \$18,689 per single family residence unit. The applicant's engineer estimates the water use at 150 gal/day per SFR. This is approximately 55,000 gallons per year or 0/17 acre-feet per year. The capacity fee estimate and supporting documentation is provided as an attachment to this report.

After issuance of a conditional "Intent to Serve" letter the applicant will need to provide the District with a final set of plans detailing the entire project. Staff will review the plans and advise the applicant if the proposed water/sewer improvements are consistent with District standards.



Date: September 26, 2016

To: Avila Beach Community District

Attn: Bradley Hagemann

From: Mandi Pickens

Subject: Preliminary Will Serve Request -260/264 San Miguel St. Avila Beach (APN 076-201-071 75'x150' portion of lot)

---

### REQUEST

The following is a preliminary water/sewer service request on behalf of Rourke Properties to serve a new PUD development which will consist of three single family residences.

### Background

Please note that this request is only for the development associated with the 75' x 150' lot located within APN 076-201-071. This portion of property was once linked to the remainder of the assessor parcel number 076-201-071. At that time an overall project was filed to include all portions of this APN and a will serve letter was granted by your district, attached. As the project evolved, this 75'x150' was left out and a separate project to develop two single family residences was recently approved by (applicant: Sullivan and Associates- was previously known as the Sylvesters Project).

### Project Proposal

This project proposes a planned development for three single family residences to be subdivided and located on their own parcel. All of the residences have the same floor plan and have a total living are of 973 square feet. They are all two story and include two bedrooms, two full bathrooms and a half bathroom.

Please review this request and let me know if you have any questions.

Thank you,



Mandi Pickens

[Angle.planning@gmail.com](mailto:Angle.planning@gmail.com)

805-459-5334

417 High St.

San Luis Obispo, CA 93401

check# 2535



persons and property; that this requirement shall apply continuously and not be limited to normal working hours; and the Applicant shall defend, indemnify, and hold the District and District's agents, employees and consultants harmless from any and all claims, demands, damages, costs, expenses (including attorney's fees) judgements or liabilities arising out of the performance or attempted performance of the work on this project; except those claims, demands, damages, costs, expenses (including attorney's fees) judgements or liabilities resulting from the negligence or willful misconduct of the District.

Nothing in the foregoing indemnity provision shall be construed to require Applicant to indemnify District against any responsibility or liability or contravention of Civil Code §2782.

15. The undersigned acknowledges receipt of the Avila Beach Community Services District Application for District Service Policy and Guidelines (attached).

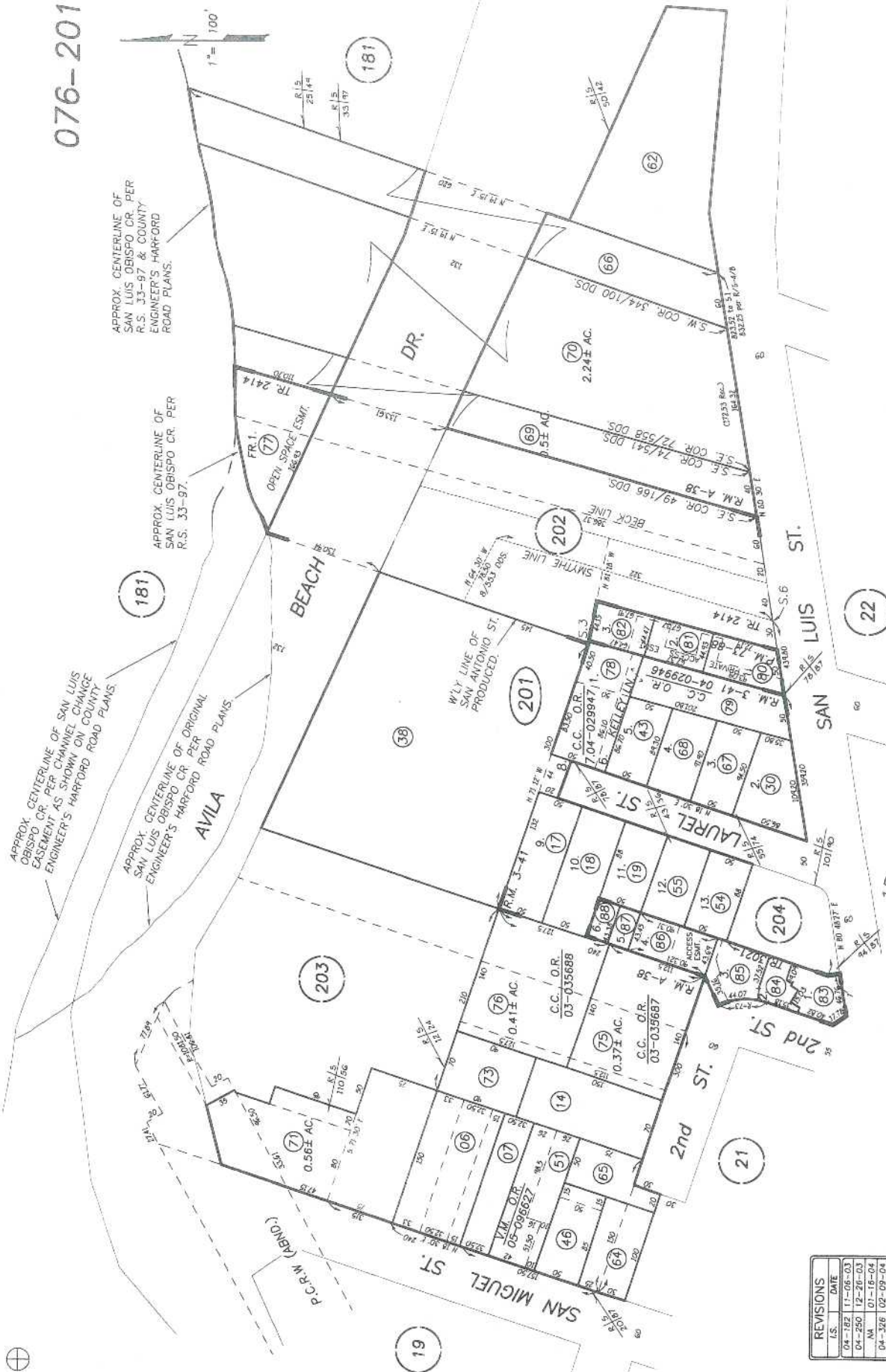
Date 9.26.16

  
(Must be signed by owner or owner's agent)

MANDI PICKENS (AGENT)  
Print name

---

076-201



APPROX. CENTERLINE OF SAN LUIS OBISPO CR. PER R.S. 33-97 & COUNTY ENGINEER'S HARFORD ROAD PLANS.

APPROX. CENTERLINE OF SAN LUIS OBISPO CR. PER R.S. 33-97.

APPROX. CENTERLINE OF SAN LUIS OBISPO CR. PER EASEMENT AS SHOWN ON COUNTY ENGINEER'S HARFORD ROAD PLANS.

APPROX. CENTERLINE OF ORIGINAL SAN LUIS OBISPO CR. PER ENGINEER'S HARFORD ROAD PLANS.

APPROX. CENTERLINE OF SAN LUIS OBISPO CR. PER R.S. 33-97 & COUNTY ENGINEER'S HARFORD ROAD PLANS.

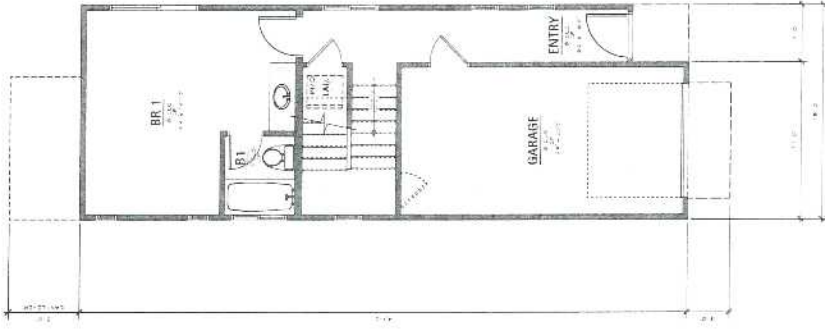
TRACT NO. 2414, R.M. Bk. 22, Pg. 67-70.  
 TOP OF THE HILL; TRACT NO. 3021, R.M. Bk. 34, Pg. 80-83.  
 JUNIOR ADDITION TO THE TOWN OF AVILA, R.M. Bk. 3, Pg. 41.  
 PORTION OF RANCHO SAN MIGUELITO LOT 45, R.M. Bk. A, Pg. 38.

50' 0 100' 200'  
 SV THIS MAP IS PREPARED FOR ASSESSMENT PURPOSES ONLY.

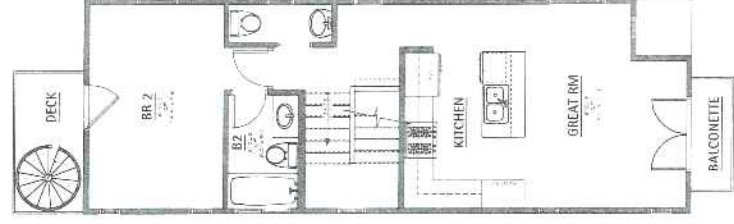
REVISIONS	D.S.	DATE
04-182	11-06-03	
04-250	12-26-03	
04-326	01-16-04	
05-074	02-09-04	
05-074	07-15-04	
11-050	09-15-10	
15-117	11-26-14	
16-164	02-20-16	

AVILA BEACH  
 ASSESSOR'S MAP  
 SAN LUIS OBISPO CA  
 BOOK 076 PAGE 201





**1ST FLOOR PLAN**  
1/4" = 1'-0"



**2ND FLOOR PLAN**  
1/4" = 1'-0"

STATS	
NUMBER OF RESIDENTS	4
NUMBER OF BATHROOMS	4

AREA CALC.	
CONCRETE	1,100.00
WOODWORK	1,100.00
GLASS	1,100.00
MECHANICAL	1,100.00
ELECTRICAL	1,100.00
PLUMBING	1,100.00
PAINT	1,100.00
FINISHES	1,100.00
TOTAL	8,800.00

PROJECT NO. 100-1000  
 PROJECT NAME: 2400 W. 10TH ST.  
 CLIENT: 2400 W. 10TH ST. HOUSING CO.  
 ARCHITECT: 100-1000 ARCHITECTS  
 ADDRESS: 100-1000 ARCHITECTS  
 ADDRESS: 100-1000 ARCHITECTS

PROJECT NO. 100-1000  
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 ARCHITECT: 100-1000 ARCHITECTS  
 ADDRESS: 100-1000 ARCHITECTS  
 ADDRESS: 100-1000 ARCHITECTS

Roberts Engineering Inc.  
2015 Vista de la Vina  
Templeton, CA. 93465  
805-239-0664 tel./ 238-6148 fax.

September 23, 2016

Ms. Mandi Pickens  
Angle Planning

**Subject: Rourke PD - 264 San Miguel Street, Avila Beach, CA APN:076-201-071**

Dear Ms. Pickens:

We have been asked to estimate water use for this proposed three unit residential planned development project. The most recent data from the month of July in City of San Luis Obispo, shows average daily water consumption per residential customer of 58.35 gal/day/resident.

I estimate, 2.5 residents per unit @ 60 gal/day resident = 150 gal/day/residence. So total estimated average daily water consumption the three units = 450 gal/day.

Please feel free to call with any questions regarding this matter.

Sincerely,



Tim Roberts, PE



**AVILA BEACH COMMUNITY SERVICES DISTRICT  
WATER AND SEWER DEVELOPMENT FEES ("WILL SERVE" LETTER)**

***Project Title and classification***

**1 OF 2**

264 San Miguel (New Construction on Previously Served Lot with Structures Removed Over Five Years Ago.

Rates Adopted Reso No. 2013-08, December 2013)

Applicant:	<u>Rourke Properties</u>	A.P.N.	<u>076-201-071</u>
Mailing Address:	<u>370 Hill Street</u>		
	<u>San Luis Obispo, CA 93405</u>		
Project Address:	<b><u>260/264 San Miguel</u></b>		
	<u>Avila Beach, CA</u>		
Phone Number:	<u>(805) 459-5334</u>		
Estimated By:	<u>B Hagemann</u>	Date:	<u>October 5, 2016</u>
Co. Building Permit # :	<u></u>		
Land Use	<u></u>		
Architect:	<u></u>		
Project Description:	<u></u>		
	<u></u>		
	<u></u>		

PRELIMINARY WILL SERVE ISSUED	DATE	<u></u>
PRELIMINARY WILL SERVE EXTENSION ISSUED	DATE	<u></u>
FIRE DEPARTMENT APPROVAL RECEIVED	DATE	<u></u>
FINAL WILL SERVE APPROVED	DATE	<u></u>
FINAL WILL SERVE FEES PAID 50% Due at issue of Final Will Serve Letter	DATE	<u></u>
FINAL WILL SERVE FEES PAID Remainder due prior to occupancy	DATE	<u></u>
METER SET	DATE	<u></u>
SERVICE INITIATED	DATE	<u></u>
FINAL COST ACCOUNTING COMPLETED	DATE	<u></u>
REFUND / BILLING COMPLETED	DATE	<u></u>
<b>NOTES:</b>		
<u></u>		
<u></u>		
<u></u>		
<u></u>		

**Preliminary ASSESSMENT SUMMARY**

\$56,067.00

**TOTAL ASSESSMENTS DUE**

**\$56,067.00**

October 5, 2016

**Project Name:**

Rourke Properties 260\_264 San Miguel St

**WATER ASSESSMENTS**

A. Assessment	<u>3 each 2 Bed Room SFR at \$6,452 each</u>	<u>\$19,356.00</u>
B. Hook-up Fee	<u>3 - 3/4" x 5/8" (Set New Meter and Box Only) at \$400 each</u>	<u>\$1,200.00</u>
C. Past Use Credit		<u>(\$2,350.00)</u>
<b>SUBTOTAL</b>	<b>\$</b>	<b>\$18,206.00</b>

**WASTEWATER ASSESSMENTS**

A. Assessment	<u>3 each 2 Bed Room SFR at \$12,481 each</u>	<u>\$37,443.00</u>
B. Hook-up Fee:	<u>3 Standard Connections @ \$300 each</u>	<u>\$900.00</u>
C. Past Use Credit		<u>(\$482.00)</u>
<b>SUBTOTAL</b>	<b>\$</b>	<b>\$37,861.00</b>

**Total Assessments** **\$56,067.00**

Credits for Past Water Use

Proposed Project: Rourke Properties 260\_264 San Miguel, Avila Beach, CA

Owners have been paying minimum amount on four separately metered, previously served lots with structures removed over five years ago. Board policy is to credit a minimum of five units of water for each meter.

	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	last 5 year use Avg
Credit for each lot	5	5	5	5	5	5

Credit for one lot: 5 units per month

Last 5 years		Water Credit
Ave Water use in ccf	5	
average monthly water use in cubic ft		500
multiply by 12 to get yearly ave		6000
divide by cubic feet in acre foot(43,560)		0.138
multiply by cost of service (17,057.09)		\$2,349.46

Sewer Credit	
average monthly water use in cubic ft	500
multiply by 12 to get yearly ave	6000
divide by cubic feet in acre foot(43,560)	0.138
multiply by cost of service (3500 hybrid C)	\$482.09

Total **\$2,831.56**

Date prepared: 10/5/16

Gallons to Acre Feet	
7.48 gals to cubic foot	
43,560 cubic feet in acre foot	
Project Use in Gallons	157.787
Project Use in Acre Feet	0.003622



**CAL FIRE**  
**San Luis Obispo**  
**County Fire Department**

635 N. Santa Rosa • San Luis Obispo, CA 93405  
Phone: 805.543.4244 • Fax: 805.543.4248  
www.calfireslo.org



Scott M. Jalbert, Unit Chief

TO: Avila Beach Community Service District Board of Directors

FROM: Scott M. Jalbert

DATE: October 11, 2016

SUBJECT: An ordinance to amend Title 15 of the Avila Districts Fire Code by adopting the 2016 edition of the California Fire Code including Annual Supplements, State and Local Amendments. Supervisorial Dis

**Recommendation**

Staff recommends that the Avila Community Service District Board take public comment, amend the draft ordinance if necessary, perform the first reading by title only, set the public date for a second reading and adoption on October 11, 2016 and direct staff to post notice of the public hearing as required by law.

After Adoption by the District Board, it is recommended that the Board instruct staff to prepare a resolution for the San Luis Obispo County Board of Supervisors asking them to ratify the District Boards Adoption so that it can be filed to the Department of Housing and Community Development.

**Discussion**

Every three years, the model construction and fire codes are republished to incorporate all code changes accepted by majority vote of members attending the annual code development meetings. The State of California adopts and amends the most recent edition of the codes, which are subsequently published by the Building Standards Commission. The Commission completed the adoption process for the 2016 edition of the California Building Standards Code, also known as Title 24. As a result, the new codes (2016 California Building, Residential, Mechanical, Plumbing, Electrical, Energy, Green and Fire Codes) will become effective statewide on January 1, 2017.

The California Health and Safety Code allows the County to amend provisions of the California Building Standards Code due to local climatic, geological, or topographical conditions. The action recommended, is the opportunity to include amendments to codes that address unusual local conditions in the unincorporated areas of the County of San Luis Obispo. The proposed ordinance contains the findings required to justify the proposed Fire Code modifications.

**Technical Summary**

The proposed ordinance will amend existing Chapters of the county code that adopt and amend the 2016 California Fire Code.

Amendment changes for this adoption cycle are primarily for clarification. Staff recommends amendments for Minor editorial changes address numbering in the code. Minor editorial changes to road grade in the code. Minor editorial changes for Amendment No.27 to reflect correct Section Numbers to California Fire Code. Add clarifying detail to existing sprinkler table.2 new footnotes to fire sprinkler table, spare sprinkler heads and exterior audible alarm. Add new amendment fire alarm and detection in commercial building systems.

Past code adoptions by the County have included administrative and technical amendments to the construction codes to address special situations or conditions unique to the unincorporated areas of the County. Since there have been no changes in special "climatic, geologic, or topographic" conditions in County of San Luis Obispo, staff recommends that previous amendments be carried over to the new codes. Exhibit A illustrates actual text changes for all proposed amendments to the various codes. There are no new initiatives in this code adoption process; shaded text is either a continuation of an existing amendment to an adopted code or the incorporation of existing county code text into the new adopted code.

The preliminary draft of the proposed amendments was reviewed by Building Officials, Planning Officials, and County Counsel.

### **Other Agency Involvement**

The County Planning and Building Department will be affected by, and has been advised of, the changes to the California Fire Code.

### **Financial Considerations**

There are no financial impacts.

### **Results**

Introduction of these amendments today will allow them to be heard on October 11, 2016 and become effective January 1, 2017. Adopting these amendments to Avila District Code will improve the safety of the public and firefighters and reduce fire related loss to life, property and the environment.

### **Conclusion**

Throughout this adoption process our goal of improving interagency and stakeholder communication and cooperation, to better serve our community, has been successful. Existing topographical, geological and climatic challenges to fire and life safety will be amplified by new Green code and Secure Building requirements can be overcome by adopting the proposed local amendments.

Prepared by: Michael Salas, Battalion Chief

### **Attachments**

Exhibit A – Resolution, Findings, Title 15 Ordinance (Clean version and with red lines)

**ORDINANCE NO. 20173-012**

**AN ORDINANCE OF THE AVILA BEACH COMMUNITY SERVICES DISTRICT AMENDING AND RESTATING THE DISTRICT'S FIRE CODE FOUND IN TITLE 15 OF THE AVILA BEACH COMMUNITY SERVICE DISTRICT CODES, INCLUDING THE ADOPTION OF THE 20163 EDITION OF THE CALIFORNIA FIRE CODE, INCLUDING ANNUAL SUPPLEMENTS AND STATE AMENDMENTS AND ERRATA.**

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

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

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

**WHEREAS**, the Avila Beach Community Services District proposes to make certain changes in the requirements of the 20163 California Fire Code which are more restrictive than State law and will affect all occupancies within the District; and

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

**WHEREAS**, the latest edition of the California Building Standards Code was published and adopted this year and has the force of law beginning January 1, 20174 and any local additions, amendments and deletions must then be incorporated; and

**WHEREAS**, this ordinance will adopt and amend the 20163 California Fire Code including annual supplements and State amendments and errata; and

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

**SECTION 1**

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



B. **Climatic:** The hot, dry weather in combination with Santa Lucia winds frequently results in wildland fires in areas of the County of San Luis Obispo. These conditions create an environment where the entirety of local fire department personnel is required to control, monitor, fight and protect against such fire situations in an effort to protect life and preserve property. The same climatic conditions may result in the concurrent occurrence of one or more fires in the more populated areas of the County without adequate fire department personnel to protect against and control such a situation. During such periods, limited fire-fighting resources support the imposition of greater fire-protection requirements than set forth in the 2013 California Fire Code.

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

Earthquakes from these faults could produce primary effects such as strong ground shaking or ground rupture, and secondary effects such as liquefaction and landslides. These primary and secondary effects pose a significant hazard to the county's building stock and infrastructure, and to public health and safety. These hazards include strong shaking causing collapse of vulnerable buildings and bridges, ground rupture affecting roads and highways, and liquefaction damaging buildings, pipelines (water, gas, sewage), marine facilities (docks, jetties), railroads, and airports. Fire from broken gas lines and the lack of water from broken water lines could result in major damage. Landslides caused by strong shaking, possibly in combination with wet weather conditions, could block highways and railroads, thereby isolating parts of the county and affecting emergency response. Earthquake-induced landslides could also produce rockfalls that could strike and damage buildings and vehicles. Tsunamis could inundate the coastline. The protection of human life and the preservation of property in the event of such an occurrence support the imposition of fire protection requirements greater than set forth in the 2013 California Fire Code.

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

response time will allow fires to grow beyond the control of initial attack fire suppression resources. Large structure fires in the hillside areas will have a greater likelihood of starting a wildland fire, which may expose additional structures to fire. The above described problems support the imposition of built-in fire protection requirements greater than those set forth in the 2013 California Fire Code.

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

Chapter 15.08  
Fire Control Regulations

Sections:

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

**Title 15 HEALTH AND SAFETY**

**Chapter 15.08 FIRE CONTROL REGULATIONS**

**15.08.010 Scope.**

An Ordinance of the Avila Beach Community Services District amending and restating the District's Fire Code including adopting the 2016<sup>3</sup> edition of the California Fire Code with amendments, regulating and governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises in the Avila Beach Community Services District ("District") providing for the issuance of permits and collection of fees.

**15.08.020 Nationally recognized standards.**

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

**15.08.030 Adoption of the 2016<sup>3</sup> California Fire Code by Reference.**

Except as amended by Sections 15.08.050 through 15.08.080 (below) the Avila Beach Community Services District adopts by reference the 2016<sup>3</sup> Fire Code including Appendix Chapter 4 and Appendices B, BB, C, CC F, H, I and K are adopted by reference into this Chapter. All other Appendices to the 2016<sup>3</sup> Fire Code are expressly not adopted. Title 15 of the Avila Beach Community Service District Regulations is hereby amended and restated accordingly. All annual supplements and State Amendments and Errata to the 2016<sup>3</sup> California Fire Code, that are not inconsistent with this Ordinance, are incorporated herein by reference.

**15.08.050 Definitions**

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

**15.08.060 Authority to Inspect**

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

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

The California Fire Code, 2016<sup>3</sup> Edition, is amended, changed and incorporated into the District's Fire Code as follows:

**Amendment No. 1**

Comment [A1]: No changes

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

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

**Amendment No. 2**

Comment [A2]: No changes

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

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

**Amendment No. 3**

Comment [A3]: No changes

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

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

**Amendment No. 4**

**Comment [A4]:** No Changes

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

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

**Amendment No. 5**

**Comment [A5]:** No changes

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

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

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

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

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

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

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

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

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

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

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

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

punishable accordingly.

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

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

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

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

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

**Amendment No. 6**

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

**Comment [A6]:** No changes

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

**Amendment No. 7**

**Comment [A7]:** No changes

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

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

**Amendment No. 8**

**Comment [A8]:** No changes

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

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

**Amendment No. 9**

**Comment [A9]:** No changes

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

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

**Amendment No. 10**

**Comment [A10]:** No changes

Section 308.1.6.3 is added to read as follows:

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

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



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

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

**Amendment No. 11**

**Comment [A11]:** No changes

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

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

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

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

All other provisions of section 403 remain unchanged without amendment.

Exception: A and E Occupancies

**Amendment No. 12**

**Comment [A12]:** No changes

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

**405.7 Initiation.** Where a fire alarm system is provided, emergency evacuation drills shall be initiated by activating the fire alarm system. Prior to initiating an alarm, the person initiating the alarm shall contact the fire alarm monitoring company and advise the company's dispatcher of the fire drill. In cases where the fire alarm system is not monitored by a central station, notification shall be provided to the fire department dispatch center.

**Amendment No. 13**

**Comment [A13]:** No changes

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

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

**Amendment No. 14**

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

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

**Comment [A14]:** Remove language

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

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

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

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

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

**503.9.4 Fuel Breaks.** The Chief or his/her designee is authorized to cause an area within 10 feet on each side of the driveway to be

cleared of flammable vegetation and other combustible growth. The Chief or his/her designee is authorized to enter upon private property to do so.

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

**Amendment No. 15**

**Comment [A15]:** No changes

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

**503.4 Obstruction of Fire Apparatus Access Roads** Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. Minimum required widths and clearances established under Section 503.2.1 shall be maintained at all times.

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

**Amendment No. 16**

**Comment [A16]:** No changes

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

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

**Amendment No. 17**

**Comment [A17]:** No changes

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

**505.1 Address Identification.** New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. Where required by the fire code

official, address numbers shall be approved in additional approved locations to facilitate emergency response. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of Residential 6 inches, Commercial 8 inches, and Industrial 10 inches high with a minimum stroke width of 0.5 inch (12.7mm)

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

**Amendment No 18**

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

Comment [A18]: No changes

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

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

**Amendment No. 19**

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

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

**Amendment No. 20**

Comment [A19]: No changes

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

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

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

**Amendment No 21**

Comment [A20]: No changes

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

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

**Table 903.1.1 – Automatic Fire Sprinkler System Requirements for NEW CONSTRUCTION**

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

**References:**

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

**Footnotes:**

- For the purpose of calculating square footage for the application of fire sprinkler requirements and fire flow requirements, the floor area shall include all combustible areas attached to the structure, including garages, patio covers, overhangs over 2 feet, covered walkways and decks.
- Structures over the minimum square footage must meet **all of the above** table requirements **and all of the following requirements:**
  - \* no conditioned or habitable space, \* no second stories (lofts 1/3 the floor area and open to below are allowed), \* minimum two exits including one pedestrian door (side hinge swinging door), \* workshops or offices limited to 10% of floor area, \* dedicated fire water storage minimum of 5,000 gallons steel tank in full compliance with NFPA 1142(see fire safety plan) if there is no community provided fire hydrant within 500 ft., \* structure complies with the California Wildland Urban-Interface Ignition Resistant Construction Requirements, \* heat detectors installed in accordance with CBC linked to an audible bell mounted in the exterior of the structure. \* Cannot be used as a place of employment or for public assemblage/events. \* Cannot be used as a commercial building.
- A single-story building or commercial coach where floor area does not exceed 1000 square feet and the occupancy is not a Group A, E Daycare, F1 Woodworking, R, Group H, Group I occupancy or any occupancy where cellulose nitrate film, pyroxylin plastics or any hazardous materials manufactured, stored or handled in quantities in excess of Tables in CBC, CFC or within Los Osos CSD and the fire flow from a hydrant is less than 750gpm at 20psi.
- Mobile/manufactured or factory built homes or commercial coaches constructed or altered on or before March 12, 2011 which were not manufactured with automatic fire sprinklers.
- Automatic Fire Sprinklers installed at exterior locations shall be approved corrosion resistant devices when environmental or operational conditions warrant.

**6.6. Any residential structure shall have spare sprinkler heads and an exterior audible alarm**

**Table 903.2 – Automatic Fire Sprinkler System Requirements for EXISTING CONSTRUCTION**

OCCUPANCY OR STRUCTURAL MODIFICATION TYPE	SPRINKLERS REQUIRED <sup>3</sup>	DESCRIPTION	SQUARE FOOTAGE <sup>1</sup>	REQUIREMENTS	EXCEPTIONS	EXAMPLES
Alterations <sup>1</sup>	Yes, if...	Alteration includes modifications to the structure which involve complete removal and replacement of wall board within any room	50% of existing floor area <sup>1</sup>	Alterations, additions and remodel square footage will be considered a combined and cumulative sum of floor area	Repairs <sup>5</sup> and Footnote <sup>2</sup>	Interior remodels, Rehabilitation
Additions <sup>1</sup>	Yes, if...	Additions cumulative from January 01, 2008 regardless of any change of ownership	1,000 sf or 50% of floor area <sup>1</sup>	Alterations, additions and remodel square footage will be considered a combined and cumulative sum of floor area	none	Any addition
Additional Stories	Yes	Adding an additional story	Any	Attic/basement conversions over 1,000 sq.ft.	See Footnote <sup>4</sup>	Adding/converting any habitable space above or below an existing structure
Sprinklered Buildings	Yes	Any occupancy	Any	Partially sprinklered structures not allowed	None	Any sprinklered building
Occupancy Classification Change	Yes	Change results in higher hazard or as deemed necessary by fire code official	Any	Hazard classification rating per Title 19 Table 3408.1.2	None	Detached garage, workshop or barn converted to conditioned space, guest house or commercial use
Hazardous Materials Inside Buildings	Yes	Cellulose nitrate film or pyroxylin plastics or any hazardous materials manufactured, stored or handled in quantities in excess of Tables in CBC, CFC	Any	Building and any portion of a building must also include requirements as listed in CFC Chapter 5005.4	None	Any occupancy

**References:**

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

**Footnotes:**

- For the purpose of calculating square footage for the application of fire sprinkler requirements and fire flow requirements, the floor area shall include all combustible areas attached to the structure, including garages, patio covers, overhangs over 2 feet, and covered walkways and decks.
- Alterations limited to only one of the following: replacement of exterior coverings and windows, roofing, electrical services, sewer laterals, retaining walls, or routine plumbing, electrical and mechanical repairs.
- Automatic Fire Sprinklers installed at exterior locations shall be approved corrosion resistant devices when environmental conditions warrant.
- A loft open to the floor below and no more than one third of the floor area of the room below is allowed to be added without triggering sprinklers.
- REPAIR is the reconstruction or renewal for the purpose of maintenance. See 105.2.2 in Title 19.20.020 and the definition of alteration in the CBC. Mobile/manufactured or factory built homes or commercial coaches constructed or altered on or before March 12, 2011 which were not manufactured with automatic fire sprinklers are not subject to fire sprinkler requirements

**Any residential structure shall have spare sprinkler heads and an exterior audible alarm**

**Amendment No 22**

**Comment [A23]:** No changes

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

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

**Amendment No 23**

**Comment [A24]:** No changes

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

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

Exceptions:

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

**Comment [A25]:** Remove language

**Comment [A26]:** Add: In accordance with section 903.3.8



**Amendment No. 24**

Comment [A27]: No changes

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

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

**Amendment No. 25**

Comment [A28]: No changes

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

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

A building that is greater than 20,000 square feet (1.858 m2) of floor area and greater than 18 feet (5.49 m) in height shall have a dry or wet standpipe system with a 2 1/2 inch (64 mm) outlet at the roof near the roof access. Location of the outlet and the fire department connection to the standpipe shall be labeled and approved by the fire code official.

**Amendment No. 26**

Comment [A29]: New Amendment

**Amendment No. 26**

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

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

**Amendment No. 27**

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

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

Exception: Supervisory service is not required for:

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

**Amendment No. 2728**

~~Section 5706 "Flammable and Combustible Liquid Motor Fuel-Dispensing Facility" is amended to read as follows:~~

~~**5706.2 Method of storage.** Approved methods of storage for Class I, II, and III liquid fuels at motor fuel-dispensing facilities shall be in accordance with Sections 2206.2.1 through 2206.2.5.~~

~~**5706.2.3 Above-ground tanks located outside, above grade.** Above-ground tanks shall not be used for the storage and dispensing of Class I, II, or III liquid motor fuels except when approved by the chief and in accordance with this Section, Section 3404.2.7 and Sections 3404.2.9.6 through Section 3404.2.9.6.3 and shall not be offered for resale.~~

~~3. Tanks containing fuels shall not exceed 8,000 gallon (30 274 L) in individual capacity or 16,000 gallons (60 549 L) in aggregate capacity. Installations with the maximum allowable aggregate capacity shall be separated from other such installations by not less than 100 feet (30 480 mm).~~

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

A. Amend Section 2306.2.3 to read as follows:

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

**Comment [A30]:** Reformat to CFC Section 2306

**Comment [A31]:** Change Section 2306

**Comment [A32]:** Change to 2306.2

**Comment [A33]:** Change to 2306.2.1 through 2306.2.6

**Comment [A34]:** Change to 2306.2.3

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1. Aboveground tanks used for outside, above-grade storage of Class I liquids shall be listed and labeled as protected above-ground tanks in accordance with UL2085 and shall be in accordance with Chapter 57. Such tanks shall be located in accordance with Table 2306.2.3.
2. Above-ground tanks used for outside, above-grade storage of Class II or IIIA liquids shall be listed and labeled as protected above-ground tanks in accordance with UL2085 and shall be installed in accordance with Chapter 57. Tank locations shall be in accordance with Table 2306.2.3.
3. Tanks containing fuels shall not exceed 8,000 gallons (30 274 L) in individual capacity or 16,000 gallons (60 549 L) in aggregate capacity. Installations with the maximum allowable aggregate capacity shall be separated from other such installations by not less than 100 feet (30 480 mm).
4. Tanks located at farms, construction projects, or rural areas shall comply with Section 5706.2.
5. Above-ground tanks used for outside storage of Class IIIB liquid motor fuel shall be listed and labeled in accordance with UL 142 or shall be listed and labeled as protected above-ground tanks in accordance with UL 2085 and shall be installed in accordance with Chapter 57. Tank locations shall be in accordance with Table 2306.2.3.

**Amendment No. 289**

Comment [A35]: No changes

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

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

**Amendment No. 2930**

Comment [A36]: No changes

Section 5609 "Reserved" is amended to read as follows:

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

**Exceptions:**

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

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

**Amendment No. 3031**

**Comment [A37]:** No changes

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

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

**5704.2.9.6.1 Locations where above-ground tanks are prohibited.** Storage of Class I, Class II, and Class III liquids in unprotected above-ground tanks outside of buildings is prohibited. Tanks containing fuels shall not exceed 8,000 gallon (30 274 L) in individual capacity or 16,000 gallons (60 549 L) in aggregate capacity. Installations with the maximum allowable aggregate capacity shall be separated from other such installations by not less than 100 feet (30 480 mm).

**Amendment No. 3132**

**Comment [A38]:** No changes

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

**5706.2.4.4 Location where above-ground tanks are prohibited.** Storage of Class I liquids in above ground tanks outside of buildings is prohibited. Class II and III liquids may be stored in approved above ground containers for the purpose of dispensing only at facilities where no sales to the public occur and comply with Section 3406.1. Above ground tanks containing Class II and Class III liquids shall not exceed 2,000 gallons. Plans for the installation of above ground tanks shall be submitted to the Fire Department for approval and in conformance with applicable codes and standards. When required, a Conditional Use Permit shall be secured.

**Amendment No. 3233**

**Comment [A39]:** No changes

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

**6104.2 Maximum capacity within established limits.** The installation of

any liquid petroleum gas tank over 500 gallons (1 892 L) water capacity is prohibited unless approved by the fire chief.

**Amendment No. 3334**

Comment [A40]: No changes

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

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

**Amendment No. 3435**

Comment [A41]: No changes

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

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

**Amendment No. 3536**

Comment [A42]: No changes

Section 4902 Definitions is amended to read as follows:

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

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

Comment [A43]: No changes

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

A. Introduction

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

B. Weeds Constituting Fire Hazards.

1. All weeds which are described in paragraph B below, growing upon any property or in any public street, sidewalk, or alley which when exposed to the elements, endanger the public safety by creating a fire hazard, and/or impedes access to fire protection systems or facilities are declared by the District Board of Directors to be a public nuisance.

2. The term "weeds" includes:

- a. Weeds which bear seeds of a downy or wingy nature; Sagebrush, chaparral, and any other brush or weeds which attain such large growth as to become, when dry, a fire menace to adjacent improved property;
- b. Weeds that are otherwise noxious or dangerous;
- c. Poison oak and poison ivy, when the conditions or growth are such as to constitute a menace to the public health;
- d. Dry grasses, stubble, brush, dead shrubs, dead trees, litter or other flammable material which endanger the public safety by creating a fire hazard.

C. Waste Matter Constituting a Fire Hazard.

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

D. Authority of Fire Code Official.

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

E. Summary Abatement of Fire Hazards.

1. Pursuant to Government Code Section 61100(t) the provisions of Part 5 (commencing with Section 14875) Division 12 of the Health and Safety Code are incorporated herein by reference.
2. In the application of the provisions of Part 5 (commencing with Section 14875) Division 12 of the Health and Safety Code, to

proceedings under this Section, the terms "Board of Directors" shall be deemed to be a "Board of Supervisors" and the District Fire Code Official or his/her designees shall be deemed to the "persons" designated in Section 14890 of the Health and Safety Code.

F. Violations.

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

**SECTION 3. Incorporation of Recitals.**

Comment [A44]: No changes

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

**SECTION 4. Severability.**

Comment [A45]: No changes

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

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

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

**SECTION 6. CEQA**

The District Board of Directors has considered the Amendment and Restatement of the District's Fire Code. The Board of Directors has, as a result of its consideration, the evidence presented at the hearings on said matter, and all comments that were received during the public hearing process, finds that the amendment and restatement of the District's Fire Code does not constitute a "project" under the California Environmental Quality Act ("CEQA") (Public Resources Code Section 21000 *et. seq.*) or its implementing Guidelines (14 California Code of Regulations Section 15000 *et seq.*) ("CEQA Guidelines"). The Board of Directors finds that the adoption of this amendment and restatement of the District Fire Code, including amendments to the California Fire Code constitutes "general policy and procedure making" described in Section 15378(b)(2) of the CEQA Guidelines which are deemed not to be "projects". Even if the

adoption of this amendment and restatement of the District Fire Code, including the amendments to the California Fire Code is a "project" for purposes of CEQA, the District Board finds that it is exempt from review pursuant to Section 15061(b)(3) which provides that an activity is not subject to CEQA review where it can be seen with certainty that there is no possibility that it may have a "significant effect on the environment." The District Board finds that it can be seen with certainty that there is no possibility that the adoption of the amendment and restatement of the District Fire Code, including the amendments to the California Fire Code may have a significant effect on the environment. The District General Manager is authorized to prepare, execute and file a notice of exemption pursuant to the above provisions.

**SECTION 7. Inconsistency.**

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

**SECTION 8.**

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

**SECTION 9. Publication.**

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



**SECTION 10. Effective Date.**

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

Introduced at a regular meeting of the Board of Directors held on October 11, 2016, and passed and adopted by the District Board of Directors on the 8th day of November, 2016, by the following roll call vote to wit:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

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

ATTEST:

\_\_\_\_\_  
District General Manager and Secretary

APPROVED AS TO FORM:


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

**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 11, 2016

SUBJECT: Fluid Resource Management Agreement for Professional Services

**Recommendation:**

Receive Report, Provide Direction to Staff and Authorize the General Manager to execute an Interim Agreement to extend the existing terms and conditions for 90 days or until the renewal process is completed, whichever come first.

**Discussion:**

FRM's existing contract was adopted by the Board on October 8<sup>th</sup>, 2013. The term of the Agreement is for a period of three years commencing on November 1, 2013, with two optional one-year renewals upon mutual written consent of both parties. The Personnel Committee met on September 22, 2016, to discuss the contract renewal issues and provide direction to staff (agenda attached). Staff then met with Fluid Resource Management staff on Thursday, September 29 to discuss Contract renewal provisions.

Both parties are interested in renewing the contract for at least another year. In my opinion, FRM has provided good operational and maintenance support to the District and I would recommend the District exercise their renewal option. However, both parties are working on providing additional clarification and revisions to Exhibit C, Scope of Services, to ensure the contract captures the work actually being done, eliminate work referenced in the contract scope that is not a high priority and/or is not being done, and ensure a reasonable number of hours are provided for the tasks.

As discussed with Personnel Committee, District staff introduced a "Hybrid" Contract Concept wherein the District would hire a Utilities Worker to take over a significant portion of the Water System Operations and Maintenance tasks outline in the Agreement. FRM would maintain the Water System reporting requirements. The Wastewater Treatment Plant and Collection System tasks would remain as FRM's responsibility, as they are currently described in the contract. There are a number of pros and cons with this concept, but overall staff believes District customer service and system maintenance would be enhanced by having a full time utilities worker in the District. This concept will be further explored at the next contract renewal meeting on October 13.



# AVILA BEACH COMMUNITY SERVICES DISTRICT

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

## Personnel Committee Meeting Agenda September 22, 2016 Avila Beach CSD Office, 3:00 PM

### 1. Fluid Resource Management Operations and Maintenance Contract

- Current Contract approved Oct 2013
- 3 Year Term commencing on November 1, 2013
- District pays \$16,250/mo for Fixed Fees Services
- Contract allows for 3% - 5% increase per year based on CPI. Rate has not increased since commencement in Nov 2013. (Anticipate 3% – 5% Rate Increase at Renewal)
- 2 Optional one-year renewals upon written consent by both parties
- Recommend the District exercise the renewal, but update the contract to reflect:
  - \* Revise Scope of Services to better reflect current tasks
  - \* Build-in a certain number of “maintenance hours” for the WWTP in to renewal extension
  - \* Consider going to a “Hybrid Contract” as described below

### 2. Hybrid Contract Concept

- Assume 30% - 35% of Fixed Fees currently fund Water Ops (\$ 5,000 - \$5,500/mo.)
- Remove Water Operations from Contract and hire District Utilities Worker to accomplish the Water Ops tasks

#### **Pros:**

40 hrs/week of EE in the District instead of 20 – 25 hrs/week  
Better Customer Service, Field Presence and Response  
Build “Legacy Knowledge” of District Facilities  
Help Manage FRM Contract Tasks

#### **Cons:**

Recruiting may be a challenge  
Another EE to Manage  
May be a slight cost increase

### 3. Next Steps:


- FRM preparing revised Scope of Services (due this week)
- Staff meeting with FRM on September 29 to discuss

**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 11, 2016

SUBJECT: District Recommendation for upcoming Vacant Board of Director Position

**Recommendation:**

Provide recommendation to the County Clerk's Office to appoint a qualified person.

**Discussion:**

The County Clerk's Office has determined that no one filed Declarations of Candidacy for ONE four year positions on the District's Board of Directors. Since no one has applied, the Board of Supervisors will appoint a qualified person. The Board of Supervisors seeks the District's recommendations in making the appointment. Refer to the attached September 27, 2016, email from the County Clerk's office.



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

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## Reminder of Appointments

1 message

**Tami Bisantz** <tbisantz@co.slo.ca.us>

Tue, Sep 27, 2016 at 9:55 AM

To: "avilacsd\_gmail.com" &lt;avilacsd@gmail.com&gt;, "hageman.associates@gmail.com" &lt;hageman.associates@gmail.com&gt;, "manager@gfwd.org" &lt;manager@gfwd.org&gt;

Hi,

This is just a reminder that you have vacancies in your district and we need your recommendations to fill those vacancies by October 3. The drop dead date is October 14th in order for us to be able to submit your recommendations to the Board of Supervisors. Please contact me with any questions or concerns. Thank you

**Tami Bisantz**

County of San Luis Obispo

Division Supervisor – Clerk-Recorder

805-781-5226

[tbisantz@co.slo.ca.us](mailto:tbisantz@co.slo.ca.us)**Website:** [www.SLOvote.com](http://www.SLOvote.com)**Like Us:** [www.facebook.com/slocountyclerkrec](http://www.facebook.com/slocountyclerkrec)**Follow Us:** [www.twitter.com/slocountyclerk](http://www.twitter.com/slocountyclerk)