

# AVILA BEACH COMMUNITY SERVICES DISTRICT

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

## AGENDA

### REGULAR BOARD MEETING

7:00 pm Tuesday, May 24th, 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

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 April 12<sup>th</sup>, 2016 Regular Meeting
- B. Monthly Financial Review
- 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. Resolution of Appreciation for former Board Member, Ms. Shanna Richards  
(Action Required: Consider Adopting Resolution No. 2016-02)
- B. Consider Candidates for New Board of Director  
(Action: Consider Appointment of New Board Member or Continue Deliberation and Schedule a Special Board Meeting on or before June 1<sup>st</sup>, 2016.)
- C. Request for Preliminary Will Serve: 157 San Luis Street  
(Action Required: Consider approval of Preliminary Intent to Serve)
- D. Annual Weed Abatement Program  
(Action Required: Consider Adopting Resolution No. 2016-03)
- E. Request for Qualifications/Proposals for Auditing Services for FY 2015/16  
(Action Required: Select a Firm and Direct staff to enter in to a contract with the selected firm)
- F. District Purchase of State Water Project Drought Buffer  
(Action Required: Consider Signing Agreement for Purchase of State Water Drought Buffer)
- G. Consider a Resolution Adopting Emergency Water Shortage Regulations pursuant to Water Code Section 375  
(Action Required: Consider Adopting Resolution No. 2016-04)
- H. Presentation and Review of Preliminary FY 2016-17 Budget  
(Action Required: Receive Report and Provide Direction to Staff)

**8. COMMUNICATIONS/ COORESPONDENCE**

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

**9. Adjourn to next regularly scheduled meeting on June 14th , 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  
April 12th, 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 Meeting Room.

**2. ROLL CALL**

Board Members Present:                   Pete Kelley  
  John Janowicz  
  Ken San Filippo  
  Lynn Helenius

Absent:                                       Shanna Richards

Staff Present:                               Brad Hagemann, General Manager and District Engineer  
  Kristi Dibbern, Accounting Clerk  
  Mike Sietz, Legal Counsel

**3. PUBLIC COMMENTS**

None

**4. INFORMATION AND DISCUSSION ITEMS**

**A. County Reports**

**1. SLO Sheriff:**

Sheriff was not able to attend.

**2. CAL Fire Report:**

Battalion Chief Paul Lee from CAL Fire reported 47 calls for service this month, 27 of those calls were for medical attention. A Task Force formulated between the University Police Department, County Sheriff and Cal Fire was useful during Spring Break and other holidays to enforce a safe environment.

Chief Lee informed the Board that the Hartford Fuel Break is in progress. It insures a safety fuel break for Avila in the case of a fire. Two additional fire engines will be ready to go by fire season. A helicopter will also be available for obtaining water from the ocean. Anne Brown a resident of Avila Beach, asked if there were more people accessing Pirate's Cove this Spring Break. Chief Lee responded that things were quite light in the way of calls. The Sheriff was out in full force to maintain order.

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

GM Hagemann attended the April 7<sup>th</sup> Zone 3 TAC Meeting. Hagemann also submitted the State Water Drought Buffer request to the County Public Works Department. Hagemann reported that the Board of Supervisors has appointed him as the CSA 12 Representative to the Zone 3 Advisory Committee.

5. **CONSENT ITEMS**

**President Kelley introduced the consent items and inquired if any member of the Board or public wished to address any items.** Director Janowicz made a motion to approve the consent items. The motion was seconded by Director San Filippo and passed with a roll call vote as shown below.

AYES:       Pete Kelley  
              John Janowicz  
              Lynn Helenius  
              Ken San Filippo

NOES:       None

ABSENT:     Shanna Richards

- A.    Approval of the Minutes for the following meetings: March 8<sup>th</sup>, 2016 Meeting
- B.    Monthly Financial Review
- C.    General Manager/District Engineer Report
- D.    Water & Wastewater Superintendent Report
- E.    Subcommittee Reports
- F.    Capital Projects Status Report

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

None

7. **BUSINESS ITEMS**

A.    **Presentation by James Caruso, San Luis Obispo County Planning Department Regarding Potential District Service Area Build-Out.** James Caruso was not present to give the presentation.

B.    **Request for Preliminary Will Serve: 157 San Luis Street**

Director Ken San Filippo recused himself from the room as this item may be a conflict of interest for him. GM Hagemann introduced the item and explained that the applicant submitted an application for a Preliminary Will Serve on March 31, 2016. Hagemann explained that the current buildings at 157 San Luis Street are scheduled to be demolished and the applicant is proposing to subdivide the lot and build three 2 bedrooms units with a 2 car garages and one 1-bedroom unit with a carport. Neither the applicant nor the applicant's representative attended the meeting to response to Board member questions. After some discussion, Director Helenius made a motion to

approve the Preliminary Will Serve application for 157 San Luis Street. Director Janowicz seconded the motion. The motion did **not** pass with a roll call vote as shown below.

AYES: John Janowicz  
Lynn Helenius

NOES: Pete Kelley

ABSENT: Shanna Richards

Director San Filippo returned to the meeting following the roll call vote.

**C. Drought Committee Report:**

GM Hageman reported that the Drought Committee met on April 4, 2016 at the District office. The Committee discussed the District’s current water entitlements which include: 68 AFY of Lopez Water (minus 10% LLRP Reduction) equaling 61 AF of Lopez water, and 100 AFY of State Water (45% delivery this year at the time of the report) equaling 45 AF. The District maintained full entitlement this “Water Year” (April 1 – March 30 = 61 + 45 + carryover = 125 AF).

The Committee also discussed the March 22<sup>nd</sup>, 2016, Board of Supervisor (BOS) meeting regarding the Diablo Desalination Project. At the meeting, the BOS approved \$900,000 to continue engineering/planning/CEQA for Diablo Desalination Project.

Finally, the Committee discussed the District Water Conservation Plan and the process and procedures the Board must take in order to adopt the Plan. The Committee’s recommendations were incorporated in to the Staff Report for Item 7.D below.

**D. Water Shortage Response and Management Plan**

GM Hagemann stated that per the Board’s direction, staff has taken the initial steps to prepare a Water Shortage Response and Management Plan. The Draft Plan provides specific actions the Board will take in response to declining water supply conditions. Hagemann referred to the Table in the Plan and the specific actions to be taken at Stage II, III, IV and V. Hagemann explained that for this year, the District’s water supply is at least 125 acre feet (AF) and therefore the District remained in Stage I. If the District’s water supplies decline to 65% of entitlements (109 AF), the District will move to Stage II and so on.

Hagemann commented that at the April 4, Drought Committee meeting, the Committee suggested tightening up the Triggers as part of their review. Staff has incorporated these changes into the current Draft. In response to Board member questions, Legal Counsel explained that if water supply conditions were severely impacted (Stage V) the response actions would affect new application, existing applications and current residents use of water within the District.

Avila Beach CSD  
Board of Directors Meeting  
DRAFT Minutes April 12th, 2016

General Manager Hagemann explained that the purpose of this discussion is to create public awareness that the Board is considering adoption of a Water Shortage Response Plan and obtain Board and public comment on the Draft Plan. Legal Counsel commented that staff will need to prepare a Notice of Public Hearing that the Board is considering adoption of the Plan (pursuant to Water Code Section 375 and 350). In addition, staff should post the Notice at least 10 days in advance at in three public places, as well as, the newspaper.

In addition to directing staff to move forward on holding a Public Hearing, the Board directed Staff to insert a copy of the Draft Plan in the May 1<sup>st</sup> water and sewer bill so all District customers will have an opportunity to review and comment on the Plan.

**E. Request for Qualifications and Proposals for Auditing Services.**

GM Hagemann summarized that District's engagement for auditing services with Crosby Company was for the last three years and therefore staff circulated a Request for Qualifications/Proposals on March 16, 2016. Staff received four timely proposals and recommended the Board refer the proposals to the Finance Committee for review and bring a recommendation back to the full Board at the May meeting. The Board directed staff to move forward as recommended.

**8. COMMUNICATIONS:**

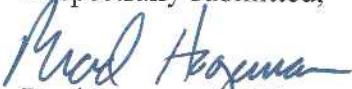
**President Kelley announced that Director Shanna Richards had contacted him this evening indicating her intention to submit her resignation from the Board.**

**ADJOURNMENT: The meeting was adjourned at 8:27 p.m.**

**The next regular meeting of the Avila Beach Community Services District is scheduled for May 24th, 2016 at 7:00 pm. This meeting will be held at the Avila Beach Civic Association 191 San Miguel Street. Avila Beach.**

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

Respectfully submitted,




Brad Hagemann, PE  
General Manager

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

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: May 24th, 2016

SUBJECT: Monthly Financial Review for March & April 2016

**Recommendation:**

Receive and file report.

**Overall Monthly Summary**

During March the District made deposits in the amount of \$99,042.12 and experienced \$76,650.78 in expenses (cash basis). The deposits by fund and checks by fund are provided as an attachment to this report. Income in March included \$27,332.42 in County tax income and \$58,242.15 in monthly water and sewer fees. Monthly operation and maintenance expenses are also within the anticipated range.

During April the District made deposits in the amount of \$226,384.62 and experienced \$63,428.27 in expenses (cash basis). The deposits by fund and checks by fund are provided as an attachment to this report. Income in April included \$165,738.57 in County tax income and \$75,102.19 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 March & April are provided for your information.

**Utility Service Billing**

For the month of March the District billed approximately \$58,242.15 in water and sewer service charges. Customer Rate Assistance amounted in a reduction of billing charges to the District in the amount of \$426.43. Delinquent accounts with payments past due of 60 days or more are still relatively low, but we did issue approximately 9 “door hanger” shut-off notices in March to accounts that were over 60 days late. Customers responded by making payment arrangements with staff.

For the month of April the District billed approximately \$75,102.19 in water and sewer service charges. Customer Rate Assistance amounted in a reduction of billing charges to the District in the amount of \$440.55. Delinquent accounts with payments past due of 60 days or more are still relatively low, but we did issue approximately 5 “door hanger” shut-off notices in April to accounts that were over 60 days late. Customers responded by making payment arrangements with staff.

Avila Beach Community Services District  
**Profit & Loss**  
March through April 2016

	Mar 16	Apr 16	TOTAL
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4000 · Income Summary			
4010 · Operating Revenue			
4012 · Solid Waste Franchise Fee	0.00	1,723.10	1,723.10
4010 · Operating Revenue - Other	59,089.75	73,064.26	132,154.01
<b>Total 4010 · Operating Revenue</b>	59,089.75	74,787.36	133,877.11
4020 · Contract Services-Ambulance	1,919.60	0.00	1,919.60
4030 · County Taxes	27,332.42	164,564.37	191,896.79
4090 · Rental Income	3,104.00	3,104.00	6,208.00
4100 · Misc Income	98.50	0.00	98.50
4600 · Interest Income	0.00	2,559.20	2,559.20
<b>Total 4000 · Income Summary</b>	91,544.27	245,014.93	336,559.20
4330 · Will Serve Fees	1,000.00	45,263.50	46,263.50
<b>Total Income</b>	92,544.27	290,278.43	382,822.70
<b>Gross Profit</b>	92,544.27	290,278.43	382,822.70
<b>Expense</b>			
5100 · Merchant Credit Card Fees TIB	39.21	59.74	98.95
5200 · Payroll Expenses			
5210 · Gross Wages			
5211 · Regular Pay	1,162.09	0.00	1,162.09
5012 · Holiday Pay	0.00	0.00	0.00
5014 · Sick Pay	79.80	0.00	79.80
5016 · Vacation Pay	79.80	88.04	167.84
5210 · Gross Wages - Other	1,231.91	2,564.17	3,796.08
<b>Total 5210 · Gross Wages</b>	2,553.60	2,652.21	5,205.81
5230 · Payroll Taxes	50.08	47.16	97.24
5240 · Health & Medical Exp.			
5242 · Health Insurance	900.00	600.00	1,500.00
<b>Total 5240 · Health &amp; Medical Exp.</b>	900.00	600.00	1,500.00
5250 · PERS Company Pd Expense			
5444 · PERS Co Pd Kathy	2,186.00	0.00	2,186.00
5446 · PERS Co Pd Kristi	149.62	182.89	332.51
<b>Total 5250 · PERS Company Pd Expense</b>	2,335.62	182.89	2,518.51
5280 · Payroll Administration & Misc.	97.16	97.16	194.32
<b>Total 5200 · Payroll Expenses</b>	5,936.46	3,579.42	9,515.88
6000 · Administrative Overheads			
6102 · Accounting	1,925.00	467.50	2,392.50
6104 · Administrative Transfer	25,163.94	16,664.42	41,828.36
6115 · Bank Service Charges	42.70	38.82	81.52
6120 · Dues & Subscriptions	457.00	0.00	457.00
6135 · Legal	1,995.40	1,769.60	3,765.00
6140 · Office Supplies & Postage	738.11	1,318.12	2,056.23
6150 · Rate Assistance	426.44	440.55	866.99
6155 · Rent	1,585.82	792.91	2,378.73
<b>Total 6000 · Administrative Overheads</b>	32,334.41	21,491.92	53,826.33
6500 · Operating Expenses			
6503 · Chemicals	7,229.76	5,137.17	12,366.93
6505 · Contract Labor	32,790.00	27,290.00	60,080.00
6510 · Critical Spare Parts	336.44	0.00	336.44
6518 · Equipment Expense	578.86	0.00	578.86
6520 · Equipment Repair & Maint.			
6522 · Equip. Rep. & Maint-Avila & HD	419.45	3,597.36	4,016.81



Avila Beach Community Services District  
**Profit & Loss**  
 March through April 2016

	Mar 16	Apr 16	TOTAL
6524 · Equip. Rep. & Maint. Avila Only	221.20	298.00	519.20
6520 · Equipment Repair & Maint. - Other	0.00	1,857.71	1,857.71
<b>Total 6520 · Equipment Repair &amp; Maint.</b>	<b>640.65</b>	<b>5,753.07</b>	<b>6,393.72</b>
6525 · Fat Oil & Grease (FOG)	0.00	596.00	596.00
6530 · Generator Maintenance	0.00	1,005.17	1,005.17
6535 · Insurance	1,192.89	1,192.89	2,385.78
6540 · Lab Tests	2,272.60	2,222.80	4,495.40
6542 · Maintenance	0.00	150.00	150.00
6550 · Operating Supplies	145.68	427.71	573.39
6555 · Permits & Fees	0.00	92.40	92.40
6580 · Solids Handling	2,543.00	2,715.00	5,258.00
6585 · Telephone	447.27	358.90	806.17
6590 · Utilities	2,897.38	2,980.99	5,878.37
<b>Total 6500 · Operating Expenses</b>	<b>51,074.53</b>	<b>49,922.10</b>	<b>100,996.63</b>
7000 · Capital Purchases in Progress			
7002 · Sewer Line Replacement Project	7,951.25	5,230.50	13,181.75
7003 · WW-7 Misc. Wastewater Projects	0.00	4,700.00	4,700.00
7006 · WW6 Pump Room Implements	9,800.97	0.00	9,800.97
<b>Total 7000 · Capital Purchases in Progress</b>	<b>17,752.22</b>	<b>9,930.50</b>	<b>27,682.72</b>
<b>Total Expense</b>	<b>107,136.83</b>	<b>84,983.68</b>	<b>192,120.51</b>
<b>Net Ordinary Income</b>	<b>-14,592.56</b>	<b>205,294.75</b>	<b>190,702.19</b>
<b>Net Income</b>	<b>-14,592.56</b>	<b>205,294.75</b>	<b>190,702.19</b>

Avila Beach Community Services District  
**Balance Sheet**  
As of March 31, 2016

	<u>Mar 31, 16</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Cash Summary	
1010 · Heritage Oaks General Checking	235,573.36
1030 · B of A - Payroll	8,234.83
1050 · LAIF	2,217,073.84
1060 · Petty Cash	926.46
	<hr/>
<b>Total 1000 · Cash Summary</b>	<b>2,461,808.49</b>
	<hr/>
<b>Total Checking/Savings</b>	<b>2,461,808.49</b>
<b>Accounts Receivable</b>	
1200 · *Accounts Receivable	72,126.83
	<hr/>
<b>Total Accounts Receivable</b>	<b>72,126.83</b>
<b>Other Current Assets</b>	
<b>1250 · Receivables</b>	
1270 · Taxes Receivable	8,787.45
1280 · Water & Sewer Billings	120,239.40
1250 · Receivables - Other	150.00
	<hr/>
<b>Total 1250 · Receivables</b>	<b>129,176.85</b>
<b>1400 · Prepaid Summary</b>	
1410 · Prepaid Insurance	3,878.40
	<hr/>
<b>Total 1400 · Prepaid Summary</b>	<b>3,878.40</b>
	<hr/>
<b>Total Other Current Assets</b>	<b>133,055.25</b>
	<hr/>
<b>Total Current Assets</b>	<b>2,666,990.57</b>
<b>Fixed Assets</b>	
<b>1600 · Fixed Assets &amp; Acc. Depr.</b>	
<b>1610 · Fixed Asset -Office &amp; Admin.</b>	
1612 · Office Furniture cost	12,759.79
1614 · Office Furniture Accum Dep.	-9,740.80
	<hr/>
<b>Total 1610 · Fixed Asset -Office &amp; Admin.</b>	<b>3,018.99</b>
<b>1620 · Fixed Assets - Sanitary</b>	
<b>1622 · Land</b>	
1623 · Land - GFAAG	10.00
1622 · Land - Other	60,304.10
	<hr/>
<b>Total 1622 · Land</b>	<b>60,314.10</b>
<b>1626 · Collection Assets</b>	
1627 · Collection Assets Cost	933,045.33
1628 · Collect Assets Accum Depr	-316,231.75
	<hr/>
<b>Total 1626 · Collection Assets</b>	<b>616,813.58</b>
	<hr/>
<b>1630 · Disposal Equipment</b>	

Avila Beach Community Services District  
**Balance Sheet**  
 As of March 31, 2016

	<u>Mar 31, 16</u>
1631 · Disposal Equip Cost	523,122.64
1632 · Disposal Equip Accum Depr	-164,756.10
<b>Total 1630 · Disposal Equipment</b>	<u>358,366.54</u>
1634 · Other Equipment	
1635 · Other Equipment Cost	922.93
1636 · Other Equip Accum Depr	-923.00
<b>Total 1634 · Other Equipment</b>	<u>-0.07</u>
1638 · Construction In Progress Plant	
1639 · Treatment Plant Cost	1,868,782.91
1640 · Treatment Plant Accum Dep	-886,107.31
1638 · Construction In Progress Plant - Other	88,311.99
<b>Total 1638 · Construction In Progress Plant</b>	<u>1,070,987.59</u>
1642 · Treatment Equipment	
1643 · Treatment Equip Cost	1,017,143.01
1644 · Treatment Equip Accum Depr	-524,698.45
1642 · Treatment Equipment - Other	205,485.61
<b>Total 1642 · Treatment Equipment</b>	<u>697,930.17</u>
<b>Total 1620 · Fixed Assets - Sanitary</b>	<u>2,804,411.91</u>
1650 · Fixed Assets - Water	
1652 · Equipment	
1653 · Equipment Cost	21,136.28
1654 · Equipment Accum Depr	-21,136.28
<b>Total 1652 · Equipment</b>	<u>0.00</u>
1656 · Distribution Assets	
1657 · Distribution Assets Cost	1,109,466.25
1658 · Dist Assets Accum Depr	-535,387.09
<b>Total 1656 · Distribution Assets</b>	<u>574,079.16</u>
1660 · Other Equipment	
1661 · Other Equipment Cost	1,366.07
1662 · Other Equipment Accum Depr	-1,366.07
<b>Total 1660 · Other Equipment</b>	<u>0.00</u>
<b>Total 1650 · Fixed Assets - Water</b>	<u>574,079.16</u>
1680 · Structures - Fixed Asset	
1681 · Structures GFAAG - Sani & FA	29,810.00
1682 · Gen / Fire Accum Dep	-29,810.00
<b>Total 1680 · Structures - Fixed Asset</b>	<u>0.00</u>
<b>Total 1600 · Fixed Assets &amp; Acc. Depr.</b>	<u>3,381,510.06</u>
<b>Total Fixed Assets</b>	<u>3,381,510.06</u>

Avila Beach Community Services District  
**Balance Sheet**  
As of March 31, 2016

	<u>Mar 31, 16</u>
<b>Other Assets</b>	
1900 · Due To / Due From General	-189,020.81
<b>Total Other Assets</b>	<u>-189,020.81</u>
<b>TOTAL ASSETS</b>	<b><u><u>5,859,479.82</u></u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2100 · Accounts Payable	1,885.00
<b>Total Accounts Payable</b>	<u>1,885.00</u>
<b>Other Current Liabilities</b>	
2200 · Payroll Liabilities	
2240 · Health Insurance	
2241 · Employee	0.01
2240 · Health Insurance - Other	-0.01
<b>Total 2240 · Health Insurance</b>	<u>0.00</u>
2250 · PERS Liability	299.24
<b>Total 2200 · Payroll Liabilities</b>	<u>299.24</u>
2260 · Vacation Payable	2,274.30
2300 · Deposits Held	
2303 · Water Deposits Held	6,260.00
2304 · Fire Station Deposit	2,000.00
2305 · Capacity Fees Held	207,327.60
<b>Total 2300 · Deposits Held</b>	<u>215,587.60</u>
<b>Total Other Current Liabilities</b>	<u>218,161.14</u>
<b>Total Current Liabilities</b>	<u>220,046.14</u>
<b>Total Liabilities</b>	220,046.14
<b>Equity</b>	
3900 · Retained Earnings	6,089,809.46
Net Income	-450,375.78
<b>Total Equity</b>	<u>5,639,433.68</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u><u>5,859,479.82</u></u></b>

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

March 2016

Type	Date	Memo	Split	Amount	Balance
<b>Administrative</b>					
Deposit	03/03/2016	adj to correct balance	1060 - Petty Cash	-0.20	-0.20
Deposit	03/16/2016	Credit acct to bring balance to zero to close per SR 1-5146207018	1040 - B of A - Water Depo...	-47.68	-47.88
Total Administrative				-47.88	-47.88
<b>General</b>					
Deposit	03/07/2016	From Petty Cash	1010 - Heritage Oaks Gener...	-110.00	-110.00
Deposit	03/07/2016	From Petty Cash	1010 - Heritage Oaks Gener...	-860.00	-970.00
Deposit	03/08/2016	Rental Income	1010 - Heritage Oaks Gener...	-3,104.00	-4,074.00
Deposit	03/08/2016	S L Ambulance Contract Services	1010 - Heritage Oaks Gener...	-960.01	-5,034.01
Deposit	03/10/2016	IMPR # 1 - \$ 563.97 - Gen 70%, Lights 5%, Water 25%	1010 - Heritage Oaks Gener...	-394.78	-5,428.79
Deposit	03/22/2016	? Fr Petty Cash ???	1010 - Heritage Oaks Gener...	-447.03	-5,875.82
Deposit	03/28/2016	\$ 9,199.48 Curr Secured Tax as Gen per KD's notes and then as Gen/Light...	1010 - Heritage Oaks Gener...	-6,439.64	-12,315.46
Deposit	03/30/2016	S L Ambulance Contract Services	1010 - Heritage Oaks Gener...	-959.59	-13,275.05
Total General				-13,275.05	-13,275.05
<b>Lights</b>					
Deposit	03/10/2016	IMPR # 1 - \$ 563.97 - Gen 70%, Lights 5%, Water 25%	1010 - Heritage Oaks Gener...	-28.20	-28.20
Deposit	03/28/2016	\$ 9,199.48 Curr Secured Tax as Gen per KD's notes and then as Gen/Light...	1010 - Heritage Oaks Gener...	-459.97	-488.17
Total Lights				-488.17	-488.17
<b>Sanitary</b>					
Deposit	03/02/2016	Sani Rec	1010 - Heritage Oaks Gener...	-495.80	-495.80
Deposit	03/02/2016	Rate Assistance	1010 - Heritage Oaks Gener...	28.24	-467.56
Deposit	03/02/2016	1/2 Other 1	1010 - Heritage Oaks Gener...	0.00	-467.56
Deposit	03/02/2016	1/2 Other 2	1010 - Heritage Oaks Gener...	9.24	-458.32
Deposit	03/03/2016	Sani Rec	1010 - Heritage Oaks Gener...	-2,010.68	-2,469.00
Deposit	03/03/2016	Rate Assistance	1010 - Heritage Oaks Gener...	21.18	-2,447.82
Deposit	03/03/2016	1/2 Other 1	1010 - Heritage Oaks Gener...	0.00	-2,447.82
Deposit	03/03/2016	1/2 Other 2	1010 - Heritage Oaks Gener...	0.02	-2,447.80
Deposit	03/08/2016	Sewer Cmnty Park Rstrm	1010 - Heritage Oaks Gener...	-338.80	-2,786.60
Deposit	03/08/2016	Sani Rec	1010 - Heritage Oaks Gener...	-2,570.12	-5,356.72
Deposit	03/08/2016	Rate Assistance	1010 - Heritage Oaks Gener...	18.36	-5,338.36
Deposit	03/08/2016	1/2 Other 1	1010 - Heritage Oaks Gener...	0.00	-5,338.36
Deposit	03/08/2016	1/2 Other 2	1010 - Heritage Oaks Gener...	0.39	-5,337.97
Deposit	03/08/2016	Sani Rec	1010 - Heritage Oaks Gener...	-1,287.90	-6,625.87
Deposit	03/08/2016	Rate Assistance	1010 - Heritage Oaks Gener...	28.24	-6,597.63
Deposit	03/08/2016	1/2 Other 1	1010 - Heritage Oaks Gener...	0.00	-6,597.63
Deposit	03/08/2016	1/2 Other 2	1010 - Heritage Oaks Gener...	52.92	-6,544.71
Deposit	03/08/2016	Sani Rec	1010 - Heritage Oaks Gener...	-1,154.82	-7,699.53
Deposit	03/08/2016	Rate Assistance	1010 - Heritage Oaks Gener...	0.00	-7,699.53
Deposit	03/08/2016	1/2 Other 1	1010 - Heritage Oaks Gener...	0.00	-7,699.53
Deposit	03/08/2016	1/2 Other 2	1010 - Heritage Oaks Gener...	0.00	-7,699.53
Deposit	03/10/2016	Waste	1010 - Heritage Oaks Gener...	-8,509.65	-16,209.18
Deposit	03/11/2016	Sani Rec	1010 - Heritage Oaks Gener...	-5,371.77	-21,580.95
Deposit	03/11/2016	Rate Assistance	1010 - Heritage Oaks Gener...	42.36	-21,538.59
Deposit	03/11/2016	1/2 Other 1	1010 - Heritage Oaks Gener...	187.87	-21,350.72
Deposit	03/11/2016	1/2 Other 2	1010 - Heritage Oaks Gener...	-83.20	-21,433.92
Deposit	03/14/2016	Sani Rec	1010 - Heritage Oaks Gener...	-4,995.01	-26,428.93
Deposit	03/14/2016	Rate Assistance	1010 - Heritage Oaks Gener...	21.18	-26,407.75
Deposit	03/14/2016	1/2 Other 1	1010 - Heritage Oaks Gener...	95.00	-26,312.75
Deposit	03/14/2016	1/2 Other 2	1010 - Heritage Oaks Gener...	-116.75	-26,429.50
Deposit	03/15/2016	Sani Rec	1010 - Heritage Oaks Gener...	-5,237.02	-31,666.52
Deposit	03/15/2016	Rate Assistance	1010 - Heritage Oaks Gener...	7.06	-31,659.46
Deposit	03/15/2016	1/2 Other 1	1010 - Heritage Oaks Gener...	0.00	-31,659.46
Deposit	03/15/2016	1/2 Other 2	1010 - Heritage Oaks Gener...	-534.97	-32,194.43
Deposit	03/17/2016	Sani Rec	1010 - Heritage Oaks Gener...	-1,125.48	-33,319.91
Deposit	03/17/2016	Rate Assistance	1010 - Heritage Oaks Gener...	7.06	-33,312.85
Deposit	03/17/2016	1/2 Other 1	1010 - Heritage Oaks Gener...	0.00	-33,312.85
Deposit	03/17/2016	1/2 Other 2	1010 - Heritage Oaks Gener...	24.02	-33,288.83
Deposit	03/18/2016	Sani Rec	1010 - Heritage Oaks Gener...	-374.80	-33,663.63
Deposit	03/18/2016	Rate Assistance	1010 - Heritage Oaks Gener...	14.12	-33,649.51
Deposit	03/18/2016	1/2 Other 1	1010 - Heritage Oaks Gener...	0.00	-33,649.51
Deposit	03/18/2016	1/2 Other 2	1010 - Heritage Oaks Gener...	0.00	-33,649.51
Deposit	03/21/2016	Sani Rec	1010 - Heritage Oaks Gener...	-825.70	-34,475.21
Deposit	03/21/2016	Rate Assistance	1010 - Heritage Oaks Gener...	7.06	-34,468.15
Deposit	03/21/2016	1/2 Other 1	1010 - Heritage Oaks Gener...	0.00	-34,468.15
Deposit	03/21/2016	1/2 Other 2	1010 - Heritage Oaks Gener...	0.00	-34,468.15
Deposit	03/22/2016	Sani Rec	1010 - Heritage Oaks Gener...	-281.94	-34,750.09
Deposit	03/22/2016	Rate Assistance	1010 - Heritage Oaks Gener...	14.12	-34,735.97
Deposit	03/22/2016	1/2 Other 1	1010 - Heritage Oaks Gener...	0.00	-34,735.97
Deposit	03/22/2016	1/2 Other 2	1010 - Heritage Oaks Gener...	-47.08	-34,783.05
Deposit	03/22/2016	Sani Rec	1060 - Petty Cash	-89.80	-34,872.85
Deposit	03/22/2016	Rate Assistance	1060 - Petty Cash	14.12	-34,858.73
Deposit	03/22/2016	1/2 Other 1	1060 - Petty Cash	0.00	-34,858.73
Deposit	03/22/2016	1/2 Other 2	1060 - Petty Cash	0.00	-34,858.73
Deposit	03/23/2016	Sani Rec	1010 - Heritage Oaks Gener...	-143.68	-35,002.41
Deposit	03/23/2016	Rate Assistance	1010 - Heritage Oaks Gener...	0.00	-35,002.41
Deposit	03/23/2016	1/2 Other 1	1010 - Heritage Oaks Gener...	0.00	-35,002.41
Deposit	03/23/2016	1/2 Other 2	1010 - Heritage Oaks Gener...	-47.08	-35,049.49
Deposit	03/25/2016	Sani Rec	1010 - Heritage Oaks Gener...	-1,109.70	-36,159.19
Deposit	03/25/2016	Rate Assistance	1010 - Heritage Oaks Gener...	0.00	-36,159.19
Deposit	03/25/2016	1/2 Other 1	1010 - Heritage Oaks Gener...	0.00	-36,159.19

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

March 2016

05/09/16

Type	Date	Memo	Split	Amount	Balance
Deposit	03/25/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	54.87	-36,104.32
Deposit	03/28/2016	Sani Rec	1010 · Heritage Oaks Gener...	-2,149.98	-38,254.30
Deposit	03/28/2016	Rate Assistance	1010 · Heritage Oaks Gener...	0.00	-38,254.30
Deposit	03/28/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-38,254.30
Deposit	03/28/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	95.70	-38,158.60
Deposit	03/28/2016	IMP # 1 as Sani per KD's notes	1010 · Heritage Oaks Gener...	-9,059.32	-47,217.92
Total Sanitary				-47,217.92	-47,217.92
<b>Water</b>					
Deposit	03/02/2016	Water Rec	1010 · Heritage Oaks Gener...	-433.04	-433.04
Deposit	03/02/2016	Rate Assistance	1010 · Heritage Oaks Gener...	28.24	-404.80
Deposit	03/02/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-404.80
Deposit	03/02/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	9.25	-395.55
Deposit	03/03/2016	Water Rec	1010 · Heritage Oaks Gener...	-67.72	-463.27
Deposit	03/03/2016	Rate Assistance	1010 · Heritage Oaks Gener...	21.18	-442.09
Deposit	03/03/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-442.09
Deposit	03/03/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	0.01	-442.08
Deposit	03/04/2016	Water Rec	1010 · Heritage Oaks Gener...	-160.00	-602.08
Deposit	03/08/2016	Water Cmnty Parks Rstrm	1010 · Heritage Oaks Gener...	-275.80	-877.88
Deposit	03/08/2016	San Juan Park Irr	1010 · Heritage Oaks Gener...	-443.25	-1,321.13
Deposit	03/08/2016	Front St Irr	1010 · Heritage Oaks Gener...	-492.50	-1,813.63
Deposit	03/08/2016	Water Rec	1010 · Heritage Oaks Gener...	-2,362.85	-4,176.48
Deposit	03/08/2016	Rate Assistance	1010 · Heritage Oaks Gener...	18.36	-4,158.12
Deposit	03/08/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-4,158.12
Deposit	03/08/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	0.40	-4,157.72
Deposit	03/08/2016	Water Rec	1010 · Heritage Oaks Gener...	-1,562.82	-5,720.54
Deposit	03/08/2016	Rate Assistance	1010 · Heritage Oaks Gener...	28.24	-5,692.30
Deposit	03/08/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-5,692.30
Deposit	03/08/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	52.93	-5,639.37
Deposit	03/08/2016	Water Rec	1010 · Heritage Oaks Gener...	-1,533.40	-7,172.77
Deposit	03/08/2016	Rate Assistance	1010 · Heritage Oaks Gener...	0.00	-7,172.77
Deposit	03/08/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-7,172.77
Deposit	03/08/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	0.00	-7,172.77
Deposit	03/10/2016	IMPR # 1 - \$ 563.97 - Gen 70%, Lights 5%, Water 25%	1010 · Heritage Oaks Gener...	-140.99	-7,313.76
Deposit	03/11/2016	Water Rec	1010 · Heritage Oaks Gener...	-6,015.31	-13,329.07
Deposit	03/11/2016	Rate Assistance	1010 · Heritage Oaks Gener...	42.36	-13,286.71
Deposit	03/11/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	187.88	-13,098.83
Deposit	03/11/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-83.20	-13,182.03
Deposit	03/14/2016	Water Rec	1010 · Heritage Oaks Gener...	-4,844.75	-18,026.78
Deposit	03/14/2016	Rate Assistance	1010 · Heritage Oaks Gener...	21.18	-18,005.60
Deposit	03/14/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	95.00	-17,910.60
Deposit	03/14/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-116.76	-18,027.36
Deposit	03/15/2016	Water Rec	1010 · Heritage Oaks Gener...	-5,756.19	-23,783.55
Deposit	03/15/2016	Rate Assistance	1010 · Heritage Oaks Gener...	7.06	-23,776.49
Deposit	03/15/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-23,776.49
Deposit	03/15/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-534.98	-24,311.47
Deposit	03/17/2016	Water Rec	1010 · Heritage Oaks Gener...	-809.83	-25,121.30
Deposit	03/17/2016	Rate Assistance	1010 · Heritage Oaks Gener...	7.06	-25,114.24
Deposit	03/17/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-25,114.24
Deposit	03/17/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	24.02	-25,090.22
Deposit	03/17/2016	\$ 492.50 - reversal - as water Front St Irr Co of SLO	1010 · Heritage Oaks Gener...	-492.50	-25,582.72
Deposit	03/18/2016	Water Rec	1010 · Heritage Oaks Gener...	-513.25	-26,095.97
Deposit	03/18/2016	Rate Assistance	1010 · Heritage Oaks Gener...	14.12	-26,081.85
Deposit	03/18/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-26,081.85
Deposit	03/18/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	0.00	-26,081.85
Deposit	03/21/2016	Water Rec	1010 · Heritage Oaks Gener...	-1,261.15	-27,343.00
Deposit	03/21/2016	Rate Assistance	1010 · Heritage Oaks Gener...	7.06	-27,335.94
Deposit	03/21/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-27,335.94
Deposit	03/21/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	0.00	-27,335.94
Deposit	03/22/2016	Water Rec	1010 · Heritage Oaks Gener...	-202.85	-27,538.79
Deposit	03/22/2016	Rate Assistance	1010 · Heritage Oaks Gener...	14.12	-27,524.67
Deposit	03/22/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-27,524.67
Deposit	03/22/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-47.08	-27,571.75
Deposit	03/22/2016	Water Rec	1060 · Petty Cash	-18.47	-27,590.22
Deposit	03/22/2016	Rate Assistance	1060 · Petty Cash	14.12	-27,576.10
Deposit	03/22/2016	1/2 Other 1	1060 · Petty Cash	0.00	-27,576.10
Deposit	03/22/2016	1/2 Other 2	1060 · Petty Cash	0.00	-27,576.10
Deposit	03/23/2016	Water Rec	1010 · Heritage Oaks Gener...	-401.78	-27,977.88
Deposit	03/23/2016	Rate Assistance	1010 · Heritage Oaks Gener...	0.00	-27,977.88
Deposit	03/23/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-27,977.88
Deposit	03/23/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-47.08	-28,024.96
Deposit	03/25/2016	Water Rec	1010 · Heritage Oaks Gener...	-1,308.59	-29,333.55
Deposit	03/25/2016	Rate Assistance	1010 · Heritage Oaks Gener...	0.00	-29,333.55
Deposit	03/25/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-29,333.55
Deposit	03/25/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	54.88	-29,278.67
Deposit	03/28/2016	Water Rec	1010 · Heritage Oaks Gener...	-6,350.26	-35,628.93
Deposit	03/28/2016	Rate Assistance	1010 · Heritage Oaks Gener...	0.00	-35,628.93
Deposit	03/28/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-35,628.93
Deposit	03/28/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	95.70	-35,533.23
Deposit	03/28/2016	adj to bank deposit	1010 · Heritage Oaks Gener...	0.03	-35,533.20
Deposit	03/28/2016	\$ 9,199.48 Curr Secured Tax as Gen per KD's notes and then as Gen/Light...	1010 · Heritage Oaks Gener...	-2,299.87	-37,833.07
Deposit	03/31/2016	Water Deposit Stellfox, Samuel / JB Enterprises	1010 · Heritage Oaks Gener...	-100.00	-37,933.07

05/09/16

Avila Beach Community Services District  
**Deposits by Fund**  
March 2016

<u>Type</u>	<u>Date</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>	<u>Balance</u>
Total Water				-37,933.07	-37,933.07
<b>TOTAL</b>				<b><u>-98,962.09</u></b>	<b><u>-98,962.09</u></b>

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

March 2016

Type	Date	Num	Name	Account	Amount	Balance
<b>Administrative</b>						
Check	03/01/2016	1747	Hagemann & Associates	6505 - Contract Labor	5,500.00	5,500.00
Check	03/01/2016	1748	Hagemann & Associates	6505 - Contract Labor	5,500.00	11,000.00
Check	03/01/2016	1749	Public Employees Retirement System	5444 - PERS Co Pd Kathy	1,193.00	12,193.00
Check	03/01/2016	1750	Nikki Engle Bookkeeping & Teaching	6102 - Accounting	220.00	12,413.00
Check	03/02/2016	1755	Nikki Engle Bookkeeping & Teaching	6102 - Accounting	426.25	12,839.25
Check	03/02/2016	1757	Charter	6590 - Utilities	169.94	13,009.19
Check	03/02/2016		Bankcard MTOT Disc	5100 - Merchant Credit Card Fees TIB	39.21	13,048.40
Check	03/03/2016	1760	Avila Beach Civic Association	6155 - Rent	792.91	13,841.31
Check	03/03/2016		U. S. Postal Service	6140 - Office Supplies & Postage	12.48	13,853.79
Check	03/07/2016	1761	AT&T	6585 - Telephone	90.75	13,944.54
Check	03/11/2016		Acct Analysis Fee	6115 - Bank Service Charges	38.32	13,982.86
Check	03/15/2016		Acct Analysis Fee	6115 - Bank Service Charges	52.06	14,034.92
Check	03/18/2016	1769	Shipsey & Seitz	6135 - Legal	123.20	14,158.12
Check	03/18/2016	1769	Shipsey & Seitz	6135 - Legal	35.20	14,193.32
Check	03/18/2016	1769	Shipsey & Seitz	6135 - Legal	70.40	14,263.72
Check	03/18/2016	1769	Shipsey & Seitz	6135 - Legal	80.00	14,343.72
Check	03/18/2016	1769	Shipsey & Seitz	6135 - Legal	387.20	14,730.92
Check	03/18/2016	1770	Shipsey & Seitz	6135 - Legal	525.00	15,255.92
Check	03/18/2016	1772	Cal Tec Computers	6524 - Equip. Rep. & Maint. Avila Only	221.20	15,477.12
Check	03/18/2016	1773	Nikki Engle Bookkeeping & Teaching	6102 - Accounting	316.25	15,793.37
Check	03/18/2016	1775	AT&T	6585 - Telephone	356.52	16,149.89
Check	03/18/2016	1778	Hagemann & Associates	6505 - Contract Labor	5,500.00	21,649.89
Check	03/18/2016		U. S. Postal Service	6140 - Office Supplies & Postage	50.42	21,700.31
Check	03/21/2016	1783	Chaparral Business Supplies	6140 - Office Supplies & Postage	254.53	21,954.84
Check	03/21/2016	1784	Nikki Engle Bookkeeping & Teaching	6102 - Accounting	247.50	22,202.34
Check	03/21/2016	1784	Nikki Engle Bookkeeping & Teaching	6102 - Accounting	220.00	22,422.34
Check	03/21/2016		U.S. Postal Service	6140 - Office Supplies & Postage	1.64	22,423.98
Check	03/23/2016		Amazon Digital Svcs	6140 - Office Supplies & Postage	124.94	22,548.92
Check	03/24/2016	1785	Maria Angeles Marquez	6505 - Contract Labor	40.00	22,588.92
Check	03/31/2016	1786	Avila Beach Civic Association	6155 - Rent	792.91	23,381.83
Check	03/31/2016	1790	Nikki Engle Bookkeeping & Teaching	6102 - Accounting	220.00	23,601.83
Check	03/31/2016	1790	Nikki Engle Bookkeeping & Teaching	6102 - Accounting	275.00	23,876.83
Check	03/31/2016	1791	Public Employees Retirement System	5444 - PERS Co Pd Kathy	993.00	24,869.83
Check	03/31/2016	1792	Staples	6140 - Office Supplies & Postage	294.10	25,163.93
Total Administrative					25,163.93	25,163.93
<b>General</b>						
Check	03/10/2016		Dell	6518 - Equipment Expense	578.86	578.86
Total General					578.86	578.86
<b>Lights</b>						
Check	03/18/2016	1776	PG&E	6590 - Utilities		0.00
Check	03/18/2016	1776	PG&E	6590 - Utilities	483.36	483.36
Check	03/18/2016	1776	PG&E	6590 - Utilities		483.36
Total Lights					483.36	483.36
<b>Sanitary</b>						
Check	03/02/2016	1754	Fluid Resource Management, Inc.	6505 - Contract Labor	10,962.00	10,962.00
Check	03/02/2016	1754	Fluid Resource Management, Inc.	6550 - Operating Supplies	145.68	11,107.68
Check	03/02/2016	1754	Fluid Resource Management, Inc.	6522 - Equip. Rep. & Maint-Avila & HD	419.45	11,527.13
Check	03/02/2016	1756	Abalone Coast Analytical, Inc.	6540 - Lab Tests	2,272.60	13,799.73
Check	03/02/2016	1758	Business Card Visa	6510 - Critical Spare Parts	336.44	14,136.17
Check	03/02/2016	1759	Brenntag Pacific, Inc.	6503 - Chemicals	1,235.97	15,372.14
Check	03/02/2016	1759	Brenntag Pacific, Inc.	6503 - Chemicals	1,068.71	16,440.85
Check	03/07/2016	1762	South County Sanitary Service	6590 - Utilities	55.61	16,496.46
Check	03/07/2016	1762	South County Sanitary Service	6590 - Utilities	785.81	17,282.27
Check	03/07/2016	1763	Testerman Construction	7006 - WW6 Pump Room Implements	4,807.00	22,089.27
Check	03/07/2016	1764	Speed's, Inc.	6580 - Solids Handling	1,288.00	23,377.27
Check	03/07/2016	1765	Brenntag Pacific, Inc.	6503 - Chemicals	1,267.75	24,645.02
Check	03/18/2016	1766	Michael Nunley & Assoc.	7002 - Sewer Line Replacement Project	0.00	24,645.02
Check	03/18/2016	1767	MBS	7002 - Sewer Line Replacement Project	2,500.00	27,145.02
Check	03/18/2016	1768	Brenntag Pacific, Inc.	6503 - Chemicals	1,278.10	28,423.12
Check	03/18/2016	1771	Speed's, Inc.	6580 - Solids Handling	1,255.00	29,678.12
Check	03/18/2016	1774	Wallace Group	7002 - Sewer Line Replacement Project	3,760.00	33,438.12
Check	03/18/2016	1776	PG&E	6590 - Utilities	1,346.94	34,785.06
Check	03/18/2016	1776	PG&E	6590 - Utilities	55.72	34,840.78
Check	03/18/2016	1777	A Live Wire Electric	7006 - WW6 Pump Room Implements	238.22	35,079.00
Check	03/18/2016	1777	A Live Wire Electric	7006 - WW6 Pump Room Implements	568.75	35,647.75
Check	03/18/2016	1779	Michael Nunley & Assoc.	7002 - Sewer Line Replacement Project	986.25	36,634.00
Check	03/18/2016	1780	Marc Bloxham	7006 - WW6 Pump Room Implements	370.00	37,004.00
Check	03/18/2016	1780	Marc Bloxham	7006 - WW6 Pump Room Implements	244.00	37,248.00
Check	03/18/2016	1781	Testerman Construction	7006 - WW6 Pump Room Implements	2,313.00	39,561.00
Check	03/18/2016	1781	Testerman Construction	7006 - WW6 Pump Room Implements	810.00	40,371.00
Check	03/18/2016	1782	A. J. Construction	7006 - WW6 Pump Room Implements	450.00	40,821.00
Check	03/31/2016	1787	Brenntag Pacific, Inc.	6503 - Chemicals	1,145.59	41,966.59
Check	03/31/2016	1787	Brenntag Pacific, Inc.	6503 - Chemicals	1,233.64	43,200.23
Check	03/31/2016	1788	Michael Nunley & Assoc.	7002 - Sewer Line Replacement Project	705.00	43,905.23
Total Sanitary					43,905.23	43,905.23



05/09/16

Avila Beach Community Services District  
Checks by Fund w/Accounts  
March 2016

Type	Date	Num	Name	Account	Amount	Balance
<b>Solid Waste</b>						
Check	03/18/2016	1769	Shipsey & Seitz	6135 - Legal	774.40	774.40
Total Solid Waste					774.40	774.40
<b>Water</b>						
Check	03/02/2016	1754	Fluid Resource Management, Inc.	6505 - Contract Labor	5,288.00	5,288.00
Check	03/31/2016	1789	California Rural Water Assoc.	6120 - Dues & Subscriptions	457.00	5,745.00
Total Water					5,745.00	5,745.00
<b>TOTAL</b>					<b>76,650.78</b>	<b>76,650.78</b>

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

	<u>Apr 30, 16</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Cash Summary	
1010 · Heritage Oaks General Checking	398,009.65
1030 · B of A - Payroll	4,998.56
1050 · LAIF	2,219,633.04
1060 · Petty Cash	786.52
<b>Total 1000 · Cash Summary</b>	<u>2,623,427.77</u>
<b>Total Checking/Savings</b>	2,623,427.77
<b>Accounts Receivable</b>	
1200 · *Accounts Receivable	129,923.83
<b>Total Accounts Receivable</b>	<u>129,923.83</u>
<b>Other Current Assets</b>	
1250 · Receivables	
1270 · Taxes Receivable	8,787.45
1280 · Water & Sewer Billings	137,229.96
1250 · Receivables - Other	150.00
<b>Total 1250 · Receivables</b>	<u>146,167.41</u>
1400 · Prepaid Summary	
1410 · Prepaid Insurance	2,685.51
<b>Total 1400 · Prepaid Summary</b>	<u>2,685.51</u>
<b>Total Other Current Assets</b>	<u>148,852.92</u>
<b>Total Current Assets</b>	2,902,204.52
<b>Fixed Assets</b>	
1600 · Fixed Assets & Acc. Depr.	
1610 · Fixed Asset -Office & Admin.	
1612 · Office Furniture cost	12,759.79
1614 · Office Furniture Accum Dep.	-9,740.80
<b>Total 1610 · Fixed Asset -Office &amp; Admin.</b>	<u>3,018.99</u>
1620 · Fixed Assets - Sanitary	
1622 · Land	
1623 · Land - GFAAG	10.00
1622 · Land - Other	60,304.10
<b>Total 1622 · Land</b>	<u>60,314.10</u>
1626 · Collection Assets	
1627 · Collection Assets Cost	933,045.33
1628 · Collect Assets Accum Depr	-316,231.75
<b>Total 1626 · Collection Assets</b>	<u>616,813.58</u>
1630 · Disposal Equipment	

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

	<u>Apr 30, 16</u>
1631 · Disposal Equip Cost	523,122.64
1632 · Disposal Equip Accum Depr	-164,756.10
<b>Total 1630 · Disposal Equipment</b>	<b>358,366.54</b>
1634 · Other Equipment	
1635 · Other Equipment Cost	922.93
1636 · Other Equip Accum Depr	-923.00
<b>Total 1634 · Other Equipment</b>	<b>-0.07</b>
1638 · Construction In Progress Plant	
1639 · Treatment Plant Cost	1,868,782.91
1640 · Treatment Plant Accum Dep	-886,107.31
1638 · Construction In Progress Plant - Other	88,311.99
<b>Total 1638 · Construction In Progress Plant</b>	<b>1,070,987.59</b>
1642 · Treatment Equipment	
1643 · Treatment Equip Cost	1,017,143.01
1644 · Treatment Equip Accum Depr	-524,698.45
1642 · Treatment Equipment - Other	205,485.61
<b>Total 1642 · Treatment Equipment</b>	<b>697,930.17</b>
<b>Total 1620 · Fixed Assets - Sanitary</b>	<b>2,804,411.91</b>
1650 · Fixed Assets - Water	
1652 · Equipment	
1653 · Equipment Cost	21,136.28
1654 · Equipment Accum Depr	-21,136.28
<b>Total 1652 · Equipment</b>	<b>0.00</b>
1656 · Distribution Assets	
1657 · Distribution Assets Cost	1,109,466.25
1658 · Dist Assets Accum Depr	-535,387.09
<b>Total 1656 · Distribution Assets</b>	<b>574,079.16</b>
1660 · Other Equipment	
1661 · Other Equipment Cost	1,366.07
1662 · Other Equipment Accum Depr	-1,366.07
<b>Total 1660 · Other Equipment</b>	<b>0.00</b>
<b>Total 1650 · Fixed Assets - Water</b>	<b>574,079.16</b>
1680 · Structures - Fixed Asset	
1681 · Structures GFAAG - Sani & FA	29,810.00
1682 · Gen / Fire Accum Dep	-29,810.00
<b>Total 1680 · Structures - Fixed Asset</b>	<b>0.00</b>
<b>Total 1600 · Fixed Assets &amp; Acc. Depr.</b>	<b>3,381,510.06</b>
<b>Total Fixed Assets</b>	<b>3,381,510.06</b>

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

	<u>Apr 30, 16</u>
Other Assets	
1900 · Due To / Due From General	-205,685.23
Total Other Assets	<u>-205,685.23</u>
<b>TOTAL ASSETS</b>	<b><u>6,078,029.35</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 · Accounts Payable	1,885.00
Total Accounts Payable	<u>1,885.00</u>
Other Current Liabilities	
2200 · Payroll Liabilities	
2240 · Health Insurance	
2241 · Employee	0.01
2240 · Health Insurance - Other	-0.01
Total 2240 · Health Insurance	<u>0.00</u>
2250 · PERS Liability	<u>320.52</u>
Total 2200 · Payroll Liabilities	320.52
2260 · Vacation Payable	2,274.30
2300 · Deposits Held	
2303 · Water Deposits Held	6,360.00
2304 · Fire Station Deposit	2,000.00
2305 · Capacity Fees Held	<u>220,461.10</u>
Total 2300 · Deposits Held	<u>228,821.10</u>
Total Other Current Liabilities	<u>231,415.92</u>
Total Current Liabilities	<u>233,300.92</u>
Total Liabilities	233,300.92
Equity	
3900 · Retained Earnings	6,089,809.46
Net Income	<u>-245,081.03</u>
Total Equity	<u>5,844,728.43</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>6,078,029.35</u></b>

Avila Beach Community Services District

Deposits by Fund

April 2016

05/09/16

Type	Date	Memo	Split	Amount	Balance
<b>Administrative</b>					
Deposit	04/13/2016	fr Petty Cash	1010 · Heritage Oaks Gener...	-660.00	-660.00
Total Administrative				-660.00	-660.00
<b>General</b>					
Deposit	04/07/2016	IMPR # 1 - \$ 532.36 - Gen 70%, Lights 5%, Water 25%	1010 · Heritage Oaks Gener...	-372.65	-372.65
Deposit	04/08/2016	Rental Income	1010 · Heritage Oaks Gener...	-3,104.00	-3,476.65
Deposit	04/14/2016	F0895, CURR SECURED TAX \$ 7,775.83 - Gen 70%, Lights 5%, Water 25%	1010 · Heritage Oaks Gener...	-5,443.08	-8,919.73
Deposit	04/14/2016	IMPR #1 PROP TAX \$ 7,775.83 - Gen 70%, Lights 5%, Water 25%	1010 · Heritage Oaks Gener...	-29,312.10	-38,231.83
Deposit	04/18/2016	F0895, CURR UTILITY TAX & AVILA BEACH IMP #1 - Gen 70%, Lights 5...	1010 · Heritage Oaks Gener...	-31,596.47	-69,828.30
Deposit	04/21/2016	TCF 4/19 SEC, IMPR #1 PROP TAX 7 LESS ADMIN COSTS - Gen 70%, Li...	1010 · Heritage Oaks Gener...	-7,023.37	-76,851.67
Total General				-76,851.67	-76,851.67
<b>Lights</b>					
Deposit	04/07/2016	IMPR # 1 - \$ 532.36 - Gen 70%, Lights 5%, Water 25%	1010 · Heritage Oaks Gener...	-26.62	-26.62
Deposit	04/14/2016	F0895, CURR SECURED TAX \$ 7,775.83 - Gen 70%, Lights 5%, Water 25%	1010 · Heritage Oaks Gener...	-388.79	-415.41
Deposit	04/14/2016	IMPR #1 PROP TAX \$ 7,775.83 - Gen 70%, Lights 5%, Water 25%	1010 · Heritage Oaks Gener...	-2,093.72	-2,509.13
Deposit	04/18/2016	F0895, CURR UTILITY TAX & AVILA BEACH IMP #1 - Gen 70%, Lights 5...	1010 · Heritage Oaks Gener...	-2,256.89	-4,766.02
Deposit	04/21/2016	TCF 4/19 SEC, IMPR #1 PROP TAX 7 LESS ADMIN COSTS - Gen 70%, Li...	1010 · Heritage Oaks Gener...	-501.67	-5,267.69
Total Lights				-5,267.69	-5,267.69
<b>Sanitary</b>					
Deposit	04/04/2016	Sani Rec	1010 · Heritage Oaks Gener...	-751.96	-751.96
Deposit	04/04/2016	Rate Assistance	1010 · Heritage Oaks Gener...	21.18	-730.78
Deposit	04/04/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-730.78
Deposit	04/04/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	0.01	-730.77
Deposit	04/06/2016	Will Serve Extnsn Portwood	1010 · Heritage Oaks Gener...	-50.00	-780.77
Deposit	04/07/2016	Waste	1010 · Heritage Oaks Gener...	-542.47	-1,323.24
Deposit	04/07/2016	Sani Rec	1010 · Heritage Oaks Gener...	-1,529.37	-2,852.61
Deposit	04/07/2016	Rate Assistance	1010 · Heritage Oaks Gener...	28.24	-2,824.37
Deposit	04/07/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-2,824.37
Deposit	04/07/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-89.19	-2,913.56
Deposit	04/08/2016	Sani Rec	1010 · Heritage Oaks Gener...	-1,023.45	-3,937.01
Deposit	04/08/2016	Rate Assistance	1010 · Heritage Oaks Gener...	7.06	-3,929.95
Deposit	04/08/2016	1/2 Other 1	1010 · Heritage Oaks Gener...		-3,929.95
Deposit	04/08/2016	1/2 Other 2	1010 · Heritage Oaks Gener...		-3,929.95
Deposit	04/08/2016	Lot 13	1010 · Heritage Oaks Gener...	-50.00	-3,979.95
Deposit	04/08/2016	Lot 9	1010 · Heritage Oaks Gener...	-50.00	-4,029.95
Deposit	04/08/2016	Lot 10	1010 · Heritage Oaks Gener...	-50.00	-4,079.95
Deposit	04/08/2016	Lot 12	1010 · Heritage Oaks Gener...	-50.00	-4,129.95
Deposit	04/08/2016	Lot 8	1010 · Heritage Oaks Gener...	-50.00	-4,179.95
Deposit	04/11/2016	Sani Rec	1010 · Heritage Oaks Gener...	-7,169.47	-11,349.42
Deposit	04/11/2016	Rate Assistance	1010 · Heritage Oaks Gener...	42.36	-11,307.06
Deposit	04/11/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-11,307.06
Deposit	04/11/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	100.82	-11,206.24
Deposit	04/12/2016	Sani Rec	1010 · Heritage Oaks Gener...	-7,511.80	-18,718.04
Deposit	04/12/2016	Rate Assistance	1010 · Heritage Oaks Gener...	29.65	-18,688.39
Deposit	04/12/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-18,688.39
Deposit	04/12/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	1.15	-18,687.24
Deposit	04/14/2016	F0895, AVILA BEACH IMP # 1	1010 · Heritage Oaks Gener...	-7,657.37	-26,344.61
Deposit	04/14/2016	TCF APR 16 SEC, WASTE	1010 · Heritage Oaks Gener...	-42,330.65	-68,675.26
Deposit	04/19/2016	Sani Rec	1010 · Heritage Oaks Gener...	-4,704.66	-73,379.92
Deposit	04/19/2016	Rate Assistance	1010 · Heritage Oaks Gener...	28.24	-73,351.68
Deposit	04/19/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-73,351.68
Deposit	04/19/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	45.64	-73,306.04
Deposit	04/21/2016	Sani Rec	1010 · Heritage Oaks Gener...	-931.40	-74,237.44
Deposit	04/21/2016	Rate Assistance	1010 · Heritage Oaks Gener...	21.18	-74,216.26
Deposit	04/21/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-74,216.26
Deposit	04/21/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-47.07	-74,263.33
Deposit	04/21/2016	TCF 4/19 SEC, WASTE PROP TAX LESS ADMIN COSTS	1010 · Heritage Oaks Gener...	-8,680.05	-82,943.38
Deposit	04/22/2016	Sani Rec	1010 · Heritage Oaks Gener...	-134.70	-83,078.08
Deposit	04/22/2016	Rate Assistance	1010 · Heritage Oaks Gener...	7.06	-83,071.02
Deposit	04/22/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-83,071.02
Deposit	04/22/2016	1/2 Other 2	1010 · Heritage Oaks Gener...		-83,071.02
Deposit	04/26/2016	Sani Rec	1010 · Heritage Oaks Gener...	-946.26	-84,017.28
Deposit	04/26/2016	Rate Assistance	1010 · Heritage Oaks Gener...	14.12	-84,003.16
Deposit	04/26/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-84,003.16
Deposit	04/26/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-65.90	-84,069.06
Deposit	04/27/2016	Sani Rec	1010 · Heritage Oaks Gener...	-1,833.05	-85,902.11
Deposit	04/27/2016	Rate Assistance	1010 · Heritage Oaks Gener...	7.06	-85,895.05
Deposit	04/27/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-85,895.05
Deposit	04/27/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-38.29	-85,933.34
Deposit	04/27/2016	Sani Rec	1010 · Heritage Oaks Gener...	-152.66	-86,086.00
Deposit	04/27/2016	Rate Assistance	1010 · Heritage Oaks Gener...		-86,086.00
Deposit	04/27/2016	1/2 Other 1	1010 · Heritage Oaks Gener...		-86,086.00
Deposit	04/27/2016	1/2 Other 2	1010 · Heritage Oaks Gener...		-86,086.00
Deposit	04/27/2016	\$ 50 on 5/5/16 batch report sewer payment	1010 · Heritage Oaks Gener...	-50.00	-86,136.00
Total Sanitary				-86,136.00	-86,136.00
<b>Solid Waste</b>					
Deposit	04/19/2016	Waste Connections, Inc. Franchise Fee SW	1010 · Heritage Oaks Gener...	-1,723.10	-1,723.10
Total Solid Waste				-1,723.10	-1,723.10

Avila Beach Community Services District

Deposits by Fund

April 2016

05/09/16

Type	Date	Memo	Split	Amount	Balance
<b>Water</b>					
Deposit	04/04/2016	Water Rec	1010 · Heritage Oaks Gener...	-807.70	-807.70
Deposit	04/04/2016	Rate Assistance	1010 · Heritage Oaks Gener...	21.18	-786.52
Deposit	04/04/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-786.52
Deposit	04/04/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	0.00	-786.50
Deposit	04/06/2016	Will Serve Extnsn Portwood	1010 · Heritage Oaks Gener...	-50.00	-836.50
Deposit	04/07/2016	IMPR # 1 - \$ 532.36 - Gen 70%, Lights 5%, Water 25%	1010 · Heritage Oaks Gener...	-133.09	-969.59
Deposit	04/07/2016	Water Rec	1010 · Heritage Oaks Gener...	-1,659.83	-2,629.42
Deposit	04/07/2016	Rate Assistance	1010 · Heritage Oaks Gener...	28.24	-2,601.18
Deposit	04/07/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-2,601.18
Deposit	04/07/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-89.19	-2,690.37
Deposit	04/07/2016	Water Rec - Jim Newberry	1010 · Heritage Oaks Gener...	-0.01	-2,690.38
Deposit	04/07/2016	336 Ravens Cliff C, PO Box 304 A.B.	1010 · Heritage Oaks Gener...	-100.00	-2,790.38
Deposit	04/08/2016	Water Rec	1010 · Heritage Oaks Gener...	-1,034.25	-3,824.63
Deposit	04/08/2016	Rate Assistance	1010 · Heritage Oaks Gener...	7.06	-3,817.57
Deposit	04/08/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-3,817.57
Deposit	04/08/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	0.00	-3,817.57
Deposit	04/08/2016	Water Rec - Jim Newberry	1010 · Heritage Oaks Gener...	0.00	-3,817.57
Deposit	04/08/2016	Lot 13	1010 · Heritage Oaks Gener...	-50.00	-3,867.57
Deposit	04/08/2016	Lot 9	1010 · Heritage Oaks Gener...	-50.00	-3,917.57
Deposit	04/08/2016	Lot 10	1010 · Heritage Oaks Gener...	-50.00	-3,967.57
Deposit	04/08/2016	Lot 12	1010 · Heritage Oaks Gener...	-50.00	-4,017.57
Deposit	04/08/2016	Lot 8	1010 · Heritage Oaks Gener...	-50.00	-4,067.57
Deposit	04/11/2016	Water Rec	1010 · Heritage Oaks Gener...	-7,042.98	-11,110.55
Deposit	04/11/2016	Rate Assistance	1010 · Heritage Oaks Gener...	42.36	-11,068.19
Deposit	04/11/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-11,068.19
Deposit	04/11/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	100.83	-10,967.36
Deposit	04/12/2016	Water Rec	1010 · Heritage Oaks Gener...	-7,630.49	-18,597.85
Deposit	04/12/2016	Rate Assistance	1010 · Heritage Oaks Gener...	29.66	-18,568.19
Deposit	04/12/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-18,568.19
Deposit	04/12/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	1.15	-18,567.04
Deposit	04/14/2016	F0895, CURR SECURED TAX \$ 7,775.83 - Gen 70%, Lights 5%, Water 25%	1010 · Heritage Oaks Gener...	-1,943.96	-20,511.00
Deposit	04/14/2016	IMPR #1 PROP TAX \$ 7,775.83 - Gen 70%, Lights 5%, Water 25%	1010 · Heritage Oaks Gener...	-10,468.61	-30,979.61
Deposit	04/18/2016	F0895, CURR UTILITY TAX & AVILA BEACH IMP #1 - Gen 70%, Lights 5...	1010 · Heritage Oaks Gener...	-11,284.46	-42,264.07
Deposit	04/19/2016	Water Rec	1010 · Heritage Oaks Gener...	-6,448.99	-48,713.06
Deposit	04/19/2016	Rate Assistance	1010 · Heritage Oaks Gener...	28.24	-48,684.82
Deposit	04/19/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-48,684.82
Deposit	04/19/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	45.64	-48,639.18
Deposit	04/21/2016	Water Rec	1010 · Heritage Oaks Gener...	-1,007.01	-49,646.19
Deposit	04/21/2016	Rate Assistance	1010 · Heritage Oaks Gener...	21.18	-49,625.01
Deposit	04/21/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-49,625.01
Deposit	04/21/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-47.08	-49,672.09
Deposit	04/21/2016	TCF 4/19 SEC, IMPR #1 PROP TAX 7 LESS ADMIN COSTS - Gen 70%, Li...	1010 · Heritage Oaks Gener...	-2,508.35	-52,180.44
Deposit	04/22/2016	Water Rec	1010 · Heritage Oaks Gener...	-147.75	-52,328.19
Deposit	04/22/2016	Rate Assistance	1010 · Heritage Oaks Gener...	7.06	-52,321.13
Deposit	04/22/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-52,321.13
Deposit	04/22/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	0.00	-52,321.13
Deposit	04/26/2016	Water Rec	1010 · Heritage Oaks Gener...	-1,232.47	-53,553.60
Deposit	04/26/2016	Rate Assistance	1010 · Heritage Oaks Gener...	14.12	-53,539.48
Deposit	04/26/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-53,539.48
Deposit	04/26/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-65.91	-53,605.39
Deposit	04/27/2016	Water Rec	1010 · Heritage Oaks Gener...	-1,936.44	-55,541.83
Deposit	04/27/2016	Rate Assistance	1010 · Heritage Oaks Gener...	7.06	-55,534.77
Deposit	04/27/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-55,534.77
Deposit	04/27/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-38.29	-55,573.06
Deposit	04/27/2016	Water Rec	1010 · Heritage Oaks Gener...	-173.10	-55,746.16
Deposit	04/27/2016	Rate Assistance	1010 · Heritage Oaks Gener...	0.00	-55,746.16
Deposit	04/27/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-55,746.16
Deposit	04/27/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	0.00	-55,746.16
Total Water				-55,746.16	-55,746.16
<b>TOTAL</b>				<b>-226,384.62</b>	<b>-226,384.62</b>

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

April 2016


Type	Date	Num	Name	Account	Amount	Balance
<b>Administrative</b>						
Check	04/04/2016	1793	Public Employees Retirement System	2250 · PERS Liability	299.24	299.24
Check	04/04/2016	1794	Avila Beach Civic Association	6590 · Utilities	369.48	668.72
Check	04/04/2016	1797	Cal Tec Computers	6524 · Equip. Rep. & Maint. Avila Only	228.00	896.72
Check	04/04/2016	1800	Charter	6590 · Utilities	169.94	1,066.66
Check	04/04/2016	1799	Hagemann & Associates	6505 · Contract Labor	5,500.00	6,566.66
Check	04/04/2016	1793	Public Employees Retirement System	5446 · PERS Co Pd Kristi	22.63	6,589.29
Check	04/04/2016		Bankcard MTOT Disc	5100 · Merchant Credit Card Fees TIB	59.74	6,649.03
Check	04/07/2016		U.S. Postal Service	6140 · Office Supplies & Postage	12.48	6,661.51
Check	04/11/2016		Acct Analysis Fee	6115 · Bank Service Charges	38.82	6,700.33
Check	04/14/2016	1801	Chaparral Business Supplies	6140 · Office Supplies & Postage	302.35	7,002.68
Check	04/14/2016	1802	Cal Tec Computers	6524 · Equip. Rep. & Maint. Avila Only	40.00	7,042.68
Check	04/14/2016	1803	Hagemann & Associates	6505 · Contract Labor	5,500.00	12,542.68
Check	04/14/2016	1806	Shipsey & Seitz	6135 · Legal	70.40	12,613.08
Check	04/14/2016	1806	Shipsey & Seitz	6135 · Legal	264.00	12,877.08
Check	04/14/2016	1806	Shipsey & Seitz	6135 · Legal	80.00	12,957.08
Check	04/14/2016	1806	Shipsey & Seitz	6135 · Legal	844.80	13,801.88
Check	04/14/2016	1808	Creative Technologies, Inc.	6140 · Office Supplies & Postage	695.00	14,496.88
Check	04/15/2016		AT&T	6585 · Telephone	90.76	14,587.64
Check	04/20/2016		U.S. Postal Service	6140 · Office Supplies & Postage	8.30	14,595.94
Check	04/22/2016		Sucuri.net	6140 · Office Supplies & Postage	299.99	14,895.93
Check	04/26/2016	1818	Maria Angeles Marquez	6505 · Contract Labor	40.00	14,935.93
Check	04/26/2016	1818	Nikki Engle Bookkeeping & Teaching	6102 · Accounting	220.00	15,155.93
Check	04/26/2016	1818	Nikki Engle Bookkeeping & Teaching	6102 · Accounting	247.50	15,403.43
Check	04/26/2016	1819	Cal Tec Computers	6524 · Equip. Rep. & Maint. Avila Only	30.00	15,433.43
Check	04/26/2016	1820	Avila Beach Civic Association	6155 · Rent	792.91	16,226.34
Check	04/26/2016	1821	AT&T	6585 · Telephone	268.14	16,494.48
Check	04/27/2016		Charter	6590 · Utilities	169.94	16,664.42
Total Administrative					16,664.42	16,664.42
<b>Lights</b>						
Check	04/18/2016		PG&E	6590 · Utilities	447.90	447.90
Check	04/22/2016		PG&E	6590 · Utilities	410.39	858.29
Check	04/22/2016		PG&E	6590 · Utilities	1,300.59	2,158.88
Total Lights					2,158.88	2,158.88
<b>Sanitary</b>						
Check	04/04/2016	1795	USA Bluebook	6550 · Operating Supplies	124.94	124.94
Check	04/04/2016	1795	USA Bluebook	6550 · Operating Supplies	201.46	326.40
Check	04/04/2016	1798	San Luis Powerhouse, Inc.	6530 · Generator Maintenance	1,005.17	1,331.57
Check	04/14/2016	1804	Port San Luis Harbor District Vendor	6542 · Maintenance	150.00	1,481.57
Check	04/14/2016	1805	Michael Nunley & Assoc.	7002 · Sewer Line Replacement Project	5,187.50	6,669.07
Check	04/14/2016	1806	Shipsey & Seitz	6135 · Legal	52.80	6,721.87
Check	04/14/2016	1807	Wallace Group	8525 · Fat Oil & Grease (FOG)	596.00	7,317.87
Check	04/14/2016	1809	South County Sanitary Service	6590 · Utilities	55.61	7,373.48
Check	04/14/2016	1810	Abalone Coast Bacteriology	6540 · Lab Tests	2,222.80	9,596.28
Check	04/14/2016	1811	Brenntag Pacific, Inc.	6503 · Chemicals	1,251.86	10,848.14
Check	04/14/2016	1811	Brenntag Pacific, Inc.	6503 · Chemicals	1,316.06	12,164.20
Check	04/14/2016	1812	Fluid Resource Management, Inc.	6505 · Contract Labor	10,962.00	23,126.20
Check	04/14/2016	1812	Fluid Resource Management, Inc.	7003 · WW-7 Misc. Wastewater Projects	4,700.00	27,826.20
Check	04/14/2016	1812	Fluid Resource Management, Inc.	6522 · Equip. Rep. & Maint-Avila & HD	589.80	28,416.00
Check	04/14/2016	1812	Fluid Resource Management, Inc.	6522 · Equip. Rep. & Maint-Avila & HD	664.80	29,080.80
Check	04/14/2016	1812	Fluid Resource Management, Inc.	6522 · Equip. Rep. & Maint-Avila & HD	825.66	29,906.46
Check	04/14/2016	1812	Fluid Resource Management, Inc.	6522 · Equip. Rep. & Maint-Avila & HD	262.30	30,168.76
Check	04/14/2016	1812	Fluid Resource Management, Inc.	6522 · Equip. Rep. & Maint-Avila & HD	1,254.80	31,423.56
Check	04/22/2016		PG&E	6590 · Utilities	57.14	31,480.70
Check	04/26/2016	1814	Wallace Group	7002 · Sewer Line Replacement Project	43.00	31,523.70
Check	04/26/2016	1813	USA Bluebook	6550 · Operating Supplies	101.31	31,625.01
Check	04/26/2016	1815	Speed's, Inc.	6580 · Solids Handling	1,405.00	33,030.01
Check	04/26/2016	1815	Speed's, Inc.	6580 · Solids Handling	1,310.00	34,340.01
Check	04/26/2016	1817	Brenntag Pacific, Inc.	6503 · Chemicals	1,240.51	35,580.52
Check	04/26/2016	1817	Brenntag Pacific, Inc.	6503 · Chemicals	1,328.74	36,909.26
Total Sanitary					36,909.26	36,909.26
<b>Solid Waste</b>						
Check	04/14/2016	1806	Shipsey & Seitz	6135 · Legal	457.60	457.60
Total Solid Waste					457.60	457.60
<b>Water</b>						
Check	04/04/2016	1796	SLO Co Health	6555 · Permits & Fees	92.40	92.40
Check	04/14/2016	1812	Fluid Resource Management, Inc.	6505 · Contract Labor	5,288.00	5,380.40
Check	04/14/2016	1812	Fluid Resource Management, Inc.	6520 · Equipment Repair & Maint.	1,857.71	7,238.11
Total Water					7,238.11	7,238.11
<b>TOTAL</b>					<b>63,428.27</b>	<b>63,428.27</b>

**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: May 24, 2016

SUBJECT: General Manager/District Engineer Report

**Port San Luis Harbor District Wastewater Agreement**

Port Facilities Manager Loch Drexler advised District staff in late February that Port staff had met with their engineering and legal consultants on the Agreement and that the Port would be providing the District some comments within the next several weeks. On May 6, 2016, Staff met with Loch and the Port's engineering consultant to go over their questions and comments on the draft Agreement sent to them in late November, 2015. The Port's consultant is preparing the "red-line" version of the Agreement for a final review by both agencies. The Port will then take the draft Agreement to their Facilities Committee and the full Board in June or July for adoption. If adopted, District staff will bring the Agreement to the CSD Board for adoption in July or August.

**Recycled Water Study**

On April 8<sup>th</sup>, Water Systems Consultants (WSC) transmitted a draft scope of work to the District and San Miguelito Mutual Water Company for our review and comment. Staff is completing our review and we will finalize the scope and initiate the project by the end of May. Staff anticipates the project will take 6 – 8 months to complete with the final deliverable reports completed by March 2017. Information and recommendations from this report will be useful in preparing the FY 2017/18 Capital Improvement Program scope and budget.

**Public Records Act Request**

On April 29, 2016 staff received the attached Public Records Act Request from the San Luis Tribune regarding the District's General Manager compensation for the last 11 years. The Tribune sent out this same request to most Community Services Districts/Special Districts in the County. Staff prepared the response, coordinated it with legal counsel and sent it to the Tribune on May 6, 2016 (attached).

**Zone 3 Advisory Committee**

The Zone 3 Advisory Committee re-scheduled their quarterly meeting from May 19 to May 26. The meeting agenda was not available at the time this staff report was prepared, but staff will have copies available at the May 24, Board meeting.



Matt Fountain  
Staff Writer, San Luis Obispo Tribune  
3825 S. Higuera Street  
San Luis Obispo, CA 93401  
805-781-7909  
mfountain@thetribunenews.com

April 29, 2016

RE: Public Records Act Request

To Whom It May Concern,  
Pursuant to my rights under the California Public Records Act (Government Code Section 6250 et seq.), I ask to obtain a copy of the following, which I understand to be held by your agency:

**-The total annual compensation (broken down between salary and benefits) for the district general manager as of April 28, 2016**

**-The total annual compensation (broken down between salary and benefits) for the district general manager as of Jan. 1 for each year between the years 2005 and 2016.**

**-The total number of customers serviced by your district as of April 28, 2016 or the closest possible available date**

I ask for a determination on this request within 10 days of your receipt of it, and an even prompter reply if you can make that determination without having to review the record in question.

If you determine that any or all of the information qualifies for an exemption from disclosure, I ask you to note whether, as is normally the case under the Act, the exemption is discretionary, and if so whether it is necessary in this case to exercise your discretion to withhold the information.

In any event, please provide a signed notification citing the legal authorities on which you rely if you determine that any or all of the information is exempt and will not be disclosed.

If I can provide any clarification that will help expedite your attention to my request, please contact me at 781-7909 or mfountain@thetribunenews.com. I ask that you notify me of any duplication costs exceeding \$10 before you duplicate the records so that I may decide which records I want copied.

Thank you for your time and attention to this matter.  
Sincerely,

Matt Fountain  
Staff Writer, San Luis Obispo Tribune  
805-781-7909  
mfountain@thetribunenews.com



# 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

May 6, 2016

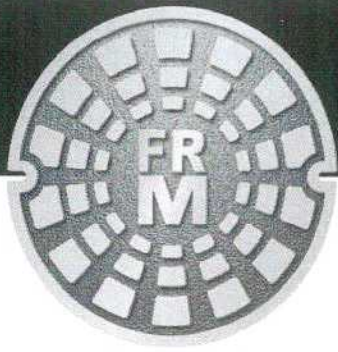
## Compensation for General Manager Duties

<b>Calendar Year</b>	<b>Contract or Employee</b>	<b>Compensation Or Salary</b>	<b>Benefits</b>	<b>Total Compensation</b>
2005	Contract	\$40,400	0	\$40,400
2006	Contract	\$43,000	0	\$43,000
2007	Contract	\$47,050	0	\$47,050
2008	Contract	\$46,400	0	\$46,400
2009	Contract	\$45,400	0	\$45,400
2010	Contract	\$72,490	0	\$72,490
2011	Contract	\$72,125	0	\$72,125
2012	Contract	\$50,000	0	\$50,000
2013	Contract	\$76,500	0	\$76,500
2014	Employee	\$75,000	\$34,125	\$109,125
2015	Employee 2 mos. (GM Retired)	\$12,500	\$6,000	\$18,500
2015	Contract (10 mos.)	76,200	0	76,200
April 28, 2016	Contract	\$33,000	0	\$33,000

**Services Provided by Avila Beach Community Services District include:**

Lighting; Solid Waste Collection; Fire Protection (contract with Cal Fire); Water; and Sewage Collection, Treatment and Disposal.

Total number of water/sewer connections: 355



May 18, 2016

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

**SUBJECT: APRIL 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 annual collection system/sewer line cleaning was performed. The First Street Lift Station was included in this cleaning as well.

The Secondary Sed #2 was taken out of service to allow cleaning and inspection to the sludge collector system. Staff pressure washed the tank and components. Staff replaced multiple flyghts, all wear strips and wear pads were replaced as part of this process. The system was turned on and tested prior to being placed back in service.

ABCSD and FRM Staff are working with Port San Luis on their lift station set adjustments to avoid large volumes of sewage at one time.

During a routine sludge haul with Speed's, the front gate was clipped and would not close all of the way. Speed's was contacted and they repaired the concrete and gate by the end of the day.

### **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.

FRM Staff met with Chevron to help determine power pole location for the power line 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. The following table outlines Influent and Effluent BOD and TSS for April 2016.

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
4/3/16	34	34	377	340	
4/7/16	11 est.	21	350	118	1.9 DNQ
4/10/16	9 est.	19	465	418	
4/14/16	31	16	548	324	
4/17/16	37	19	547	445	
4/21/16	23	18	376	294	
4/24/16	33	26	563	374	
4/28/16	25	18	449	396	
Min	23	16	350	118	1.9 DNQ
Mean	25	21	459	339	1.9 DNQ
Max	37	34	563	445	1.9 DNQ

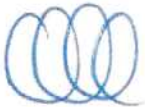
ABCSD is performing process testing for a study being performed by MKN Associates. This includes additional samples of Soluble BOD and Carbonaceous BOD for influent and across the primary clarifier on a weekly basis for a month. The samples are set up and collected over the weekend to represent full loading. This will help ABCSD to determine the removal of BOD across the primary clarifier.

The annual wastewater testing for ABCSD was taken in April. The sampling includes influent, effluent and biosolids testing.

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**



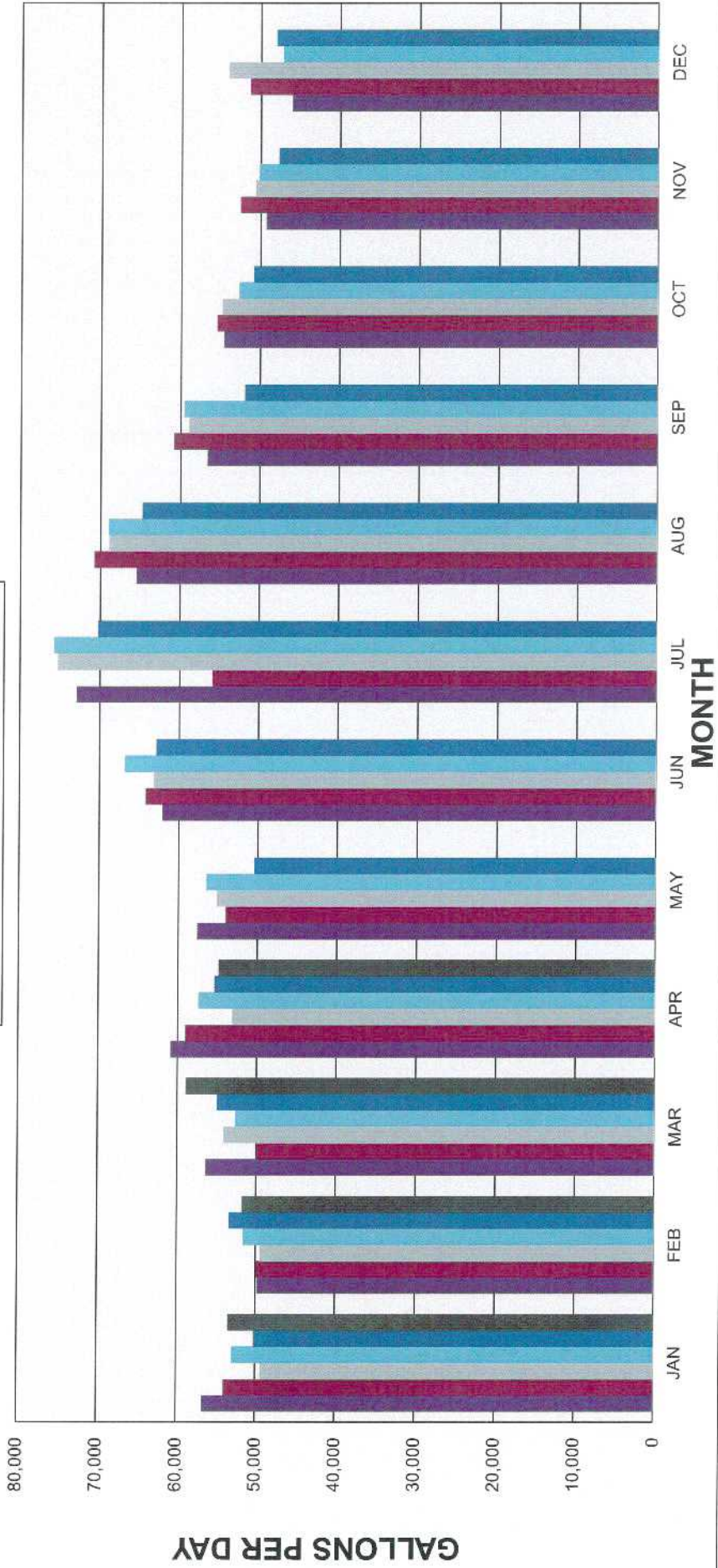
Carinna Butler  
Operations Manager

## ATTACHMENTS

- Self-Monitoring Report(s)
- Average Daily Plant Effluent Flow Annual Comparison (2011-2016)
- Monthly Effluent Flow Total Comparison (2011-2016)
- Monthly Influent Average BOD (2011-2016)
- Monthly Port San Luis Flow Total Comparison (2011-2016)
- Monthly Water Purchased From Lopez (2011-2016)
- ABCSD Monthly Water Sold (2011-2016)

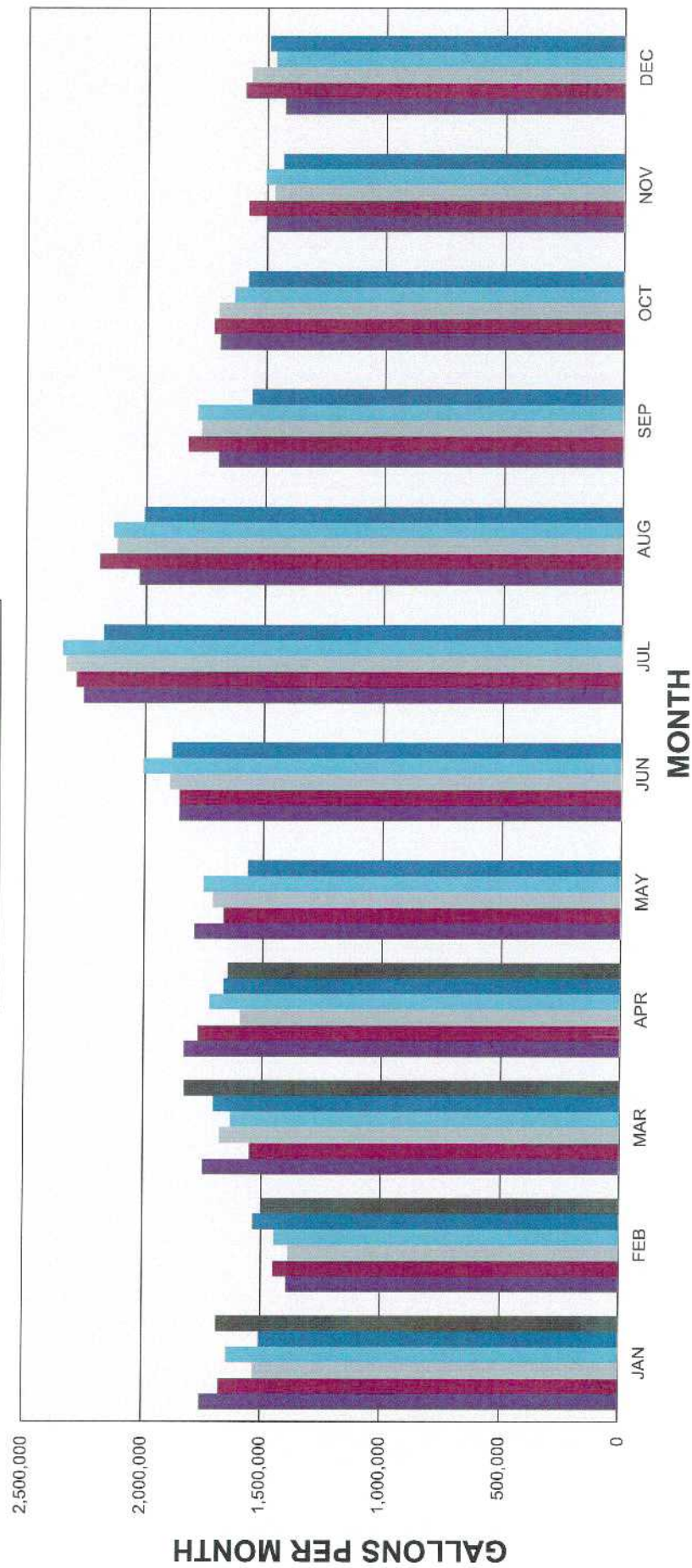
# ABCSD AVERAGE DAILY EFFLUENT FLOW (2011-2016)

■ 2011 
 ■ 2012 
 ■ 2013 
 ■ 2014 
 ■ 2015 
 ■ 2016

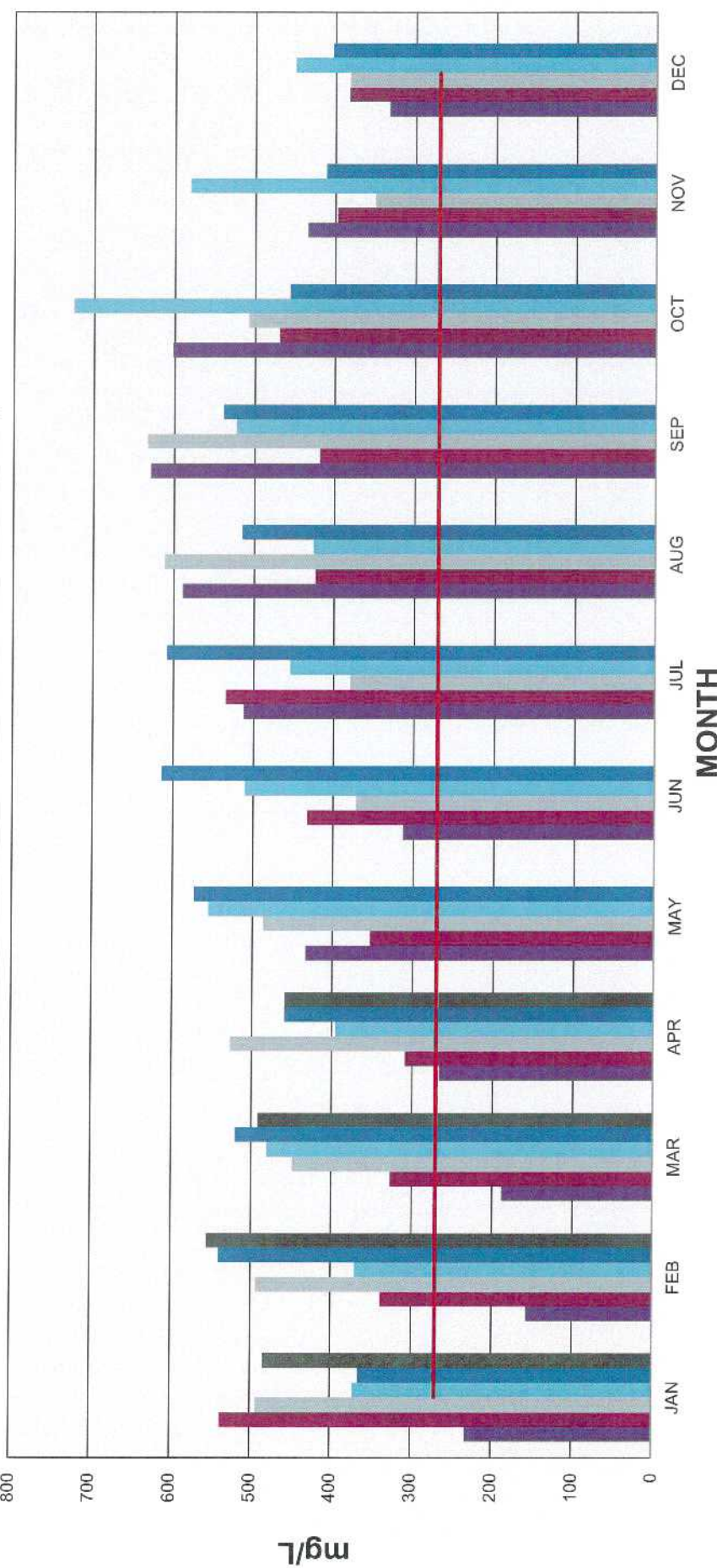


# ABCSD MONTHLY TOTAL EFFLUENT FLOW (2011-2016)

■ 2011    ■ 2012    ■ 2013    ■ 2014    ■ 2015    ■ 2016

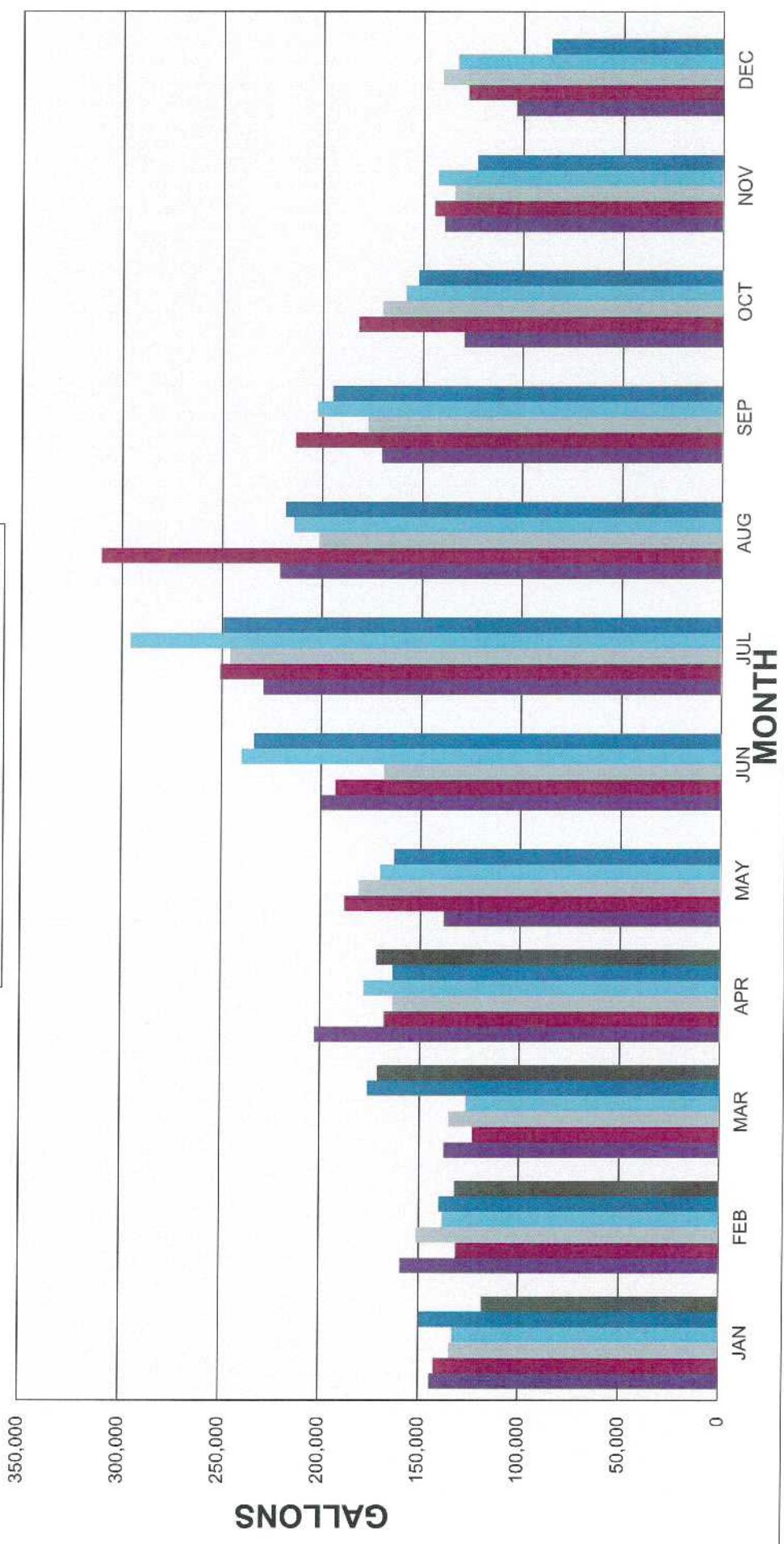


# ABCSD MONTHLY AVERAGE INFLUENT BOD (2011-2016)



# PORT SAN LUIS MONTHLY TOTAL FLOW (2011-2016)

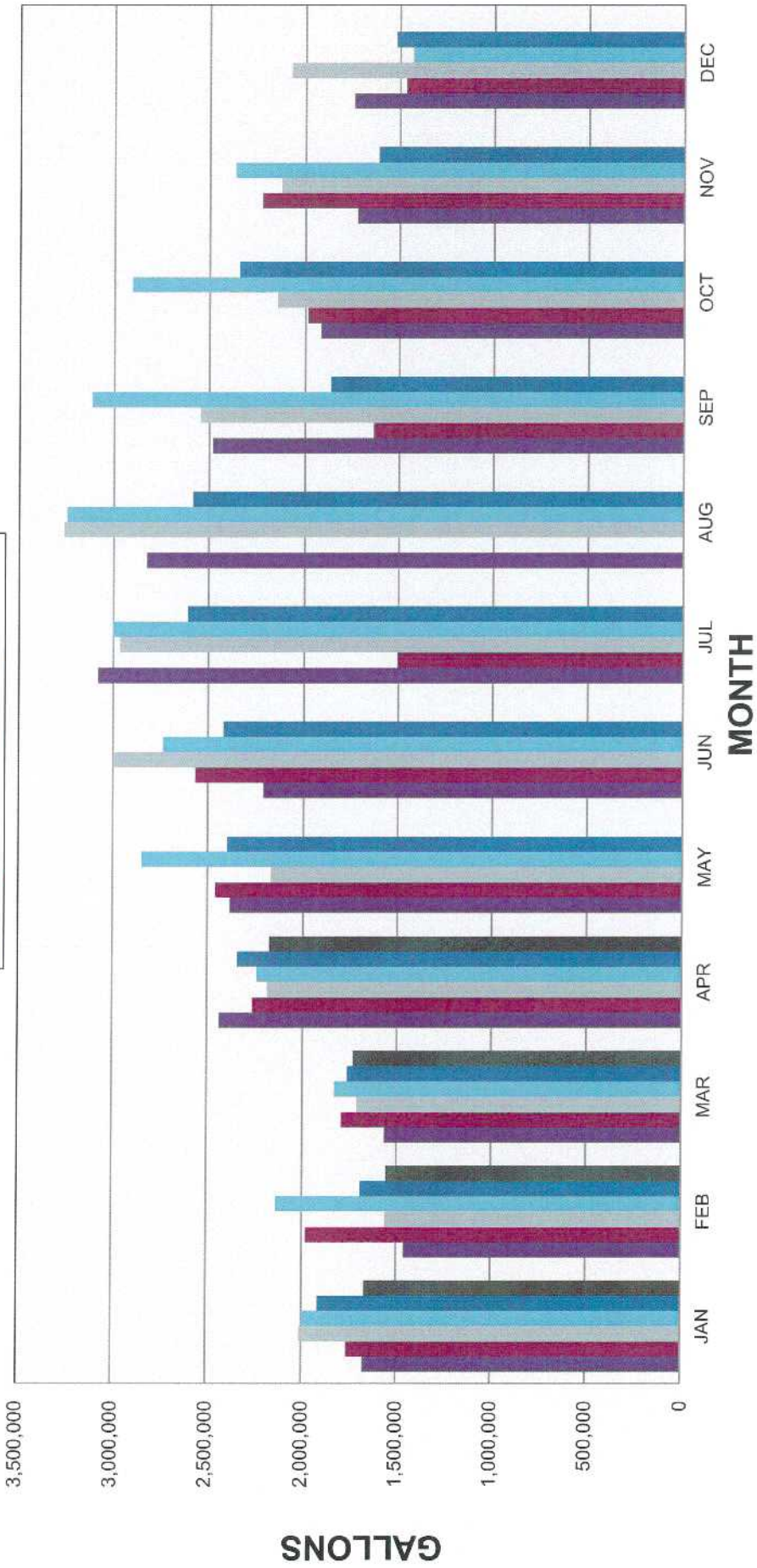
2011
  2012
  2013
  2014
  2015
  2016





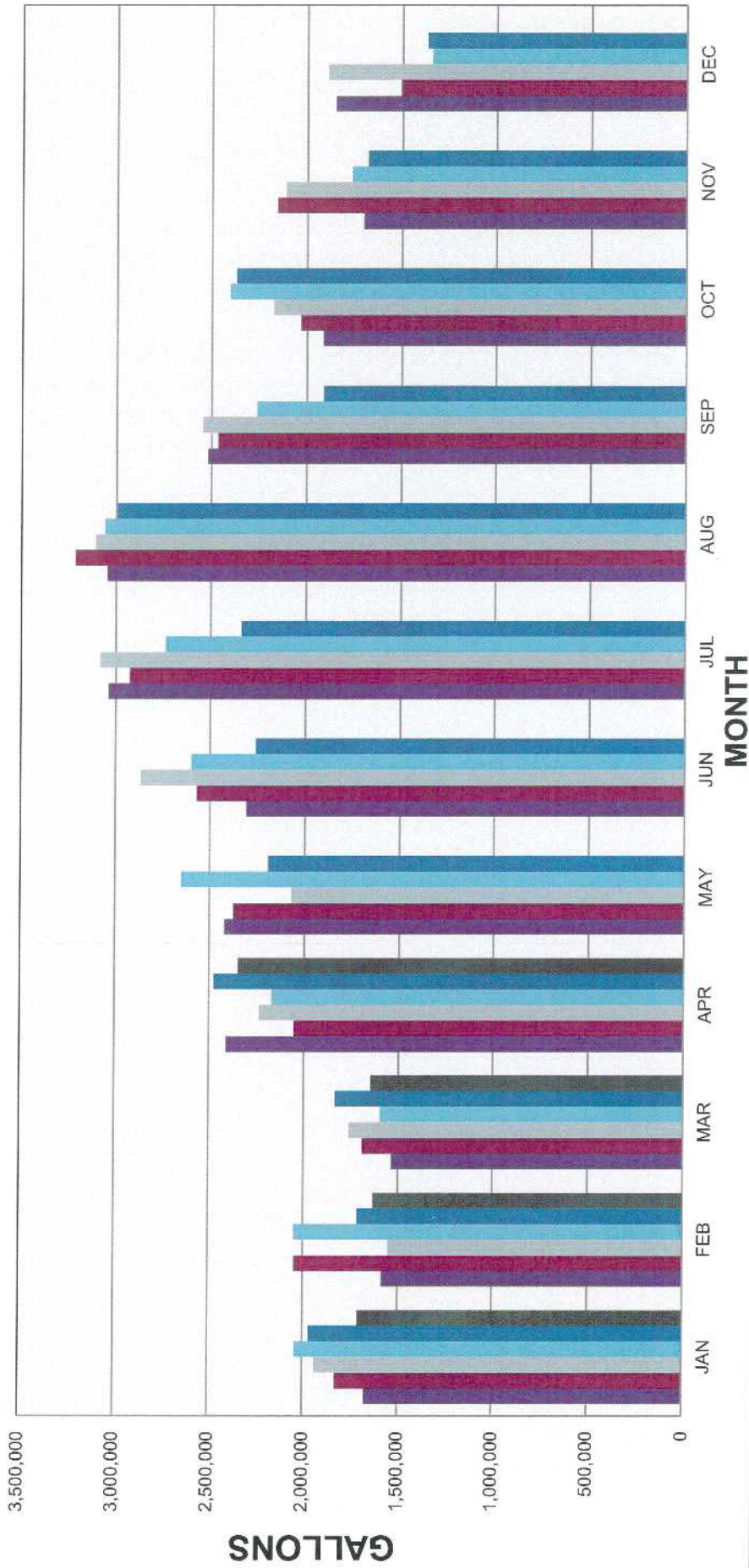
# ABCSD MONTHLY TOTAL WATER PURCHASED FROM LOPEZ (2011-2016)

■ 2011 
 ■ 2012 
 ■ 2013 
 ■ 2014 
 ■ 2015 
 ■ 2016



# ABCSD MONTHLY TOTAL WATER SOLD (2011-2016)

■ 2011 ■ 2012 ■ 2013 ■ 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: May 24, 2016

SUBJECT: Resolution 2016-02 Recognizing Shanna Richard's Service

**Recommendation:**

Adopt Resolution 2016-02 Recognizing Shanna Richard's service to the Community and District.

**Discussion:**

The Board and the Community wishes to express their gratitude and recognition of a person making substantial and outstanding contributions to Avila. Resolution 2016-02 is presented for the Board's consideration in recognition of the dedicated service provided to the Community of Avila Beach by Shanna Richard's.

**AVILA BEACH COMMUNITY SERVICES DISTRICT**

**RESOLUTION No. 2016-02**

**RESOLUTION COMMENDING**

**DIRECTOR SHANNA RICHARDS**

**FOR SERVICE TO THE AVILA BEACH COMMUNITY SERVICES DISTRICT**

**WHEREAS, SHANNA RICHARDS** has served the Avila Beach Community Services District since 2013 as a Director of the Board and;

**WHEREAS, SHANNA RICHARDS** was effective in providing consistent vision to the District, in her role as a Director of the Board and;

**WHEREAS, SHANNA RICHARDS** served the District on the Facilities Committee, reviewing and helping to implement modifications to the District's facilities and;

**WHEREAS, SHANNA RICHARDS** served the District in the capacity of implementation of a Rate Assistance Program to customers:

**WHEREAS, SHANNA RICHARDS** served the District in the capacity of initiating the implementation of the District Policies and Procedures for Billing Customers;

**WHEREAS, SHANNA RICHARDS** has earned the respect and admiration of her colleagues and the community for her continuing dedication and service to the community of Avila Beach;

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

That the Avila Beach Community Services District does hereby recognize and commend, **SHANNA RICHARDS** for her years of leadership and commitment as a Director for the Avila Beach Community Services District and adopts this Resolution as a public statement of their recognition.

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

AYES: Kelley, Janowicz, San Filippo, Helenius

NOES: None

ABSENT: None

The foregoing Resolution is hereby adopted this 24<sup>th</sup> day of May 2016.

\_\_\_\_\_  
Peter Kelley, Director

\_\_\_\_\_  
Ken San Filippo, Director

\_\_\_\_\_  
John Janowicz, Director

\_\_\_\_\_  
Lynn Helenius, Director

\_\_\_\_\_  
Attest: 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: May 24, 2016

SUBJECT: Consider Candidates to fill Board Member Vacancy

**Recommendation:**

The Board members consider the applicants and make a selection or continue deliberation and schedule a special Board meeting on or before Wednesday June 1, 2016.

**Discussion:**

The District received a letter of Resignation from Director Richards, creating a vacancy on the Board of Directors.

Staff posted a "Notice of Vacancy" at the District office and the Post Office Bulletin Board and provided notice to the County Clerk's office. In addition, staff provided application information to residents who may be interested in serving on this Board and requested interested persons file the application no later May 17, 2016. To be eligible for appointment, a person must be registered to vote within the District.

Staff has attached the application material from candidates Eric DeWeese and Ara Najarian for the Board's review and consideration.

12 May 2016

Pete Kelley, President  
Avila Beach Community Services District  
PO Box 309  
Avila Beach CA 93424

Dear Pete,

Attached is my application for a position on the Avila Beach Community Service District board. In addition to the application, I added my resume.

Please contact me if you need any additional information. Thanks!

A handwritten signature in cursive script that reads "Eric DeWeese". The signature is written in black ink and is positioned above the printed name and address.

Eric DeWeese  
210 Lucas Lane  
PO Box 781  
Avila Beach CA 93424



## 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

### APPLICATION FOR APPOINTMENT TO DISTRICT BOARD OF DIRECTORS

The Avila Beach Community Services District is considering the appointment of a qualified individual to fill a vacancy on the District Board of Directors. The appointed person shall hold office until his or her successor is elected (November 2016) and qualifies, usually the first Friday in December.

If you are interested, please complete this application and submit it to the District office. **In order to be considered for the appointment, please submit your application to the District office on or before 4 P.M. on Tuesday, May 17<sup>th</sup>, 2016.** The District intends to consider and appoint a qualified individual to the District Board of Directors at the regularly scheduled meeting on May 24<sup>th</sup>, 2016 at 7:00 P.M. at Avila Beach Community Services District Board Room. If necessary, this item may be continued to a Special meeting in June 2016.

1. The undersigned declares that:

A. I am a registered voter residing within the boundaries of the Avila Beach Community Services District (Government Code §61040 (b)) and;

B. I am prepared to take and subscribe to the official oath of office (Election Code §10554); and

C. I am not disqualified from appointment to the District Board of Directors because of the conviction of crimes referenced in Government Code §1021.

D. I am willing and able to attend and participate at regular District meetings held on the second Tuesday of the month; and

E. I am willing and able to participate at District Special Meetings and District committees that I may be assigned to.



ABCSD App.

2. Why do you wish to serve on the Avila Beach Community Services District Board of Directors?

As a resident of Avila Beach, I would like to become more involved in the CSD community helping to maintain it as one of the most desirable places to live on the central coast. Serving on the board of the Avila Beach CSD would help achieve that goal.

3. Please provide any background information and experience that you would like the District Board of Directors to consider in evaluating you for the District Board of Directors.

Recently retired, my activities in the community include serving on the board of the Avila Beach Civic Association, serving on a committee to determine the future of Calpoly's radio station, KCPR, and volunteering with the Executive Service Corp which provides coaching and consulting services to non-profit organizations. My background is in radio. I started a radio station in Baton Rouge and successfully managed it for 23 years. That led to my becoming General Manager of six University of Southern California radio stations and Director of Technical Services for USC's radio operation from Napa to Los Angeles. After ten years of service at USC, I retired this past year.

Name: Eric DeWeese

Address: PO Box 781, 210 Lucas Lane, Avila Beach CA 93424

Email: ericdeweese@icloud.com

Phone: 213-435-7580

Signature:



Eric DeWeese  
PO Box 781  
210 Lucas Lane  
Avila Beach CA 93424  
Cell: 213-435-7580  
ericdeweese@icloud.com

### **Work Experience:**

General Manager, KUSC, Los Angeles (2003 – 2013)  
Director of Technical Services, USC Radio, Los Angeles & San Francisco (2011-2013)  
Executive Administrator, KUSC, Los Angeles (2014)

- 1) Supervised programming, engineering, technical operations, and underwriting sales for six-station radio group including the country's most listened to classical radio station, KUSC, Los Angeles.
- 2) Led the technical staff in the implementation of broadcast and IT operations at three newly acquired radio stations in San Francisco which included five transmitters plus internet service.
- 3) Supervised the Program Director in developing program policies and in the hiring and supervision of six announcer/producers for 24/7 music stream broadcast on FM and the internet.
- 4) Negotiated and supervised implementation of agreements for audio streaming, website hosting, website content, archive listening, and podcasting.
- 5) Wrote narratives and prepared budgets for grant applications.
- 6) Managed the move of the radio station from one downtown Los Angeles office building to another. Duties included developing plans with architects, interior designers, acousticians, structural and electrical engineers. Supervised the actual move while keeping the six-station group on the air 24/7.
- 7) Oversaw program production and engineering staff responsible for live and recorded broadcasts of the Los Angeles Philharmonic, Los Angeles Opera, Los Angeles Chamber Orchestra, Los Angeles Master-Chorale, and the Pacific Symphony.
- 8) Negotiated agreements for national and international distribution of the concert broadcasts with National Public Radio, the BBC, American Public Media, and Public Radio International.
- 9) Negotiated leases for broadcast towers and for audio and digital data distribution via FM subcarrier.

- 10) Worked with in-house and outside counsel on leases, permits and licenses from local, state, and federal governmental authorities.
- 11) Led technical staff in the creation and implementation of five-year plans for purchase of broadcast and IT equipment and software.
- 12) Mentored staff promoted to new managerial positions.
- 13) Worked with national organization to attempt to bring copyright laws up-to-date by rewriting provisions which inhibit the growth of music programming on the internet.

### **Work Experience**

Founder, President & General Manager, WRKF, Baton Rouge (1977 – 2003)

- 1) Established private, non-profit organization to build and operate a public radio station in Baton Rouge, LA. Secured representation in the organization from the City of Baton Rouge, the United Way, the East Baton Rouge Parish School Board, and the Junior League. Wrote Articles of Incorporation, by-laws, and personnel policies.
- 2) Wrote grants to local and national foundations and governmental agencies to fund the project. Raised 70% from local foundations; the balance from the US Dept of Commerce.
- 3) Prepared the FCC applications to build and operate a public radio station including a permit from the Federal Aviation Authority to build a 500-foot tower. Secured local building permits for tower and studio/office building.
- 4) Supervised the construction of the studio/office building and the erection of the 500-foot tower.
- 5) Hired programming and development staff for the new station. Secured contracts for technical services.
- 6) Successfully managed the new radio station, WRKF, for 23 years. Survey by National Public Radio staff in 2000 showed WRKF was generating more listen-hours per dollar spent than any other station in the system.
- 7) WRKF regularly made the top 10% in public radio audience share. Was the most-listened to public radio station in the country in the summer of 1997.

## **Work Experience**

Director of Development, Community Advancement, Inc, Baton Rouge (1972 – 1976)

- 1) Researched national, state, and local foundations for interest in funding programs supporting the needs of low-income children and the elderly specifically in the areas of nutrition, education, health, and home maintenance.
- 2) Wrote all grant applications and prepared all reports submitted to granting agencies.

**Education:** Millikin University, Decatur, Illinois, BA, History and Political Science, 1972  
Taylorville High School, Taylorville, Illinois, Diploma - 1964  
University of Poitiers, Tours, France - 1963  
Advanced Strategic Management Seminar, Berkeley, California, 1995

## **Professional Activities**

- \*Member, Board of Directors, National Public Radio, Washington, D.C., 1989-1995.
- \*Founding Member, Community Fund for the Arts, a united arts campaign in Baton Rouge LA, 1985 – 2003.
- \*Member, Baton Rouge Press Club, 1984 - 2003. President, 1991
- \*Member, Board of Advisors, Southern University, School of Mass Communications, Baton Rouge, 1992 - 2003.
- \*Member, Board of Advisors, Louisiana State University, School of Social Work, 1991- 2003.
- \*Founding Member, Southern Public Radio. Interim President, 2001.
- \*Member, Station Resource Group, 1983 to 2014.
- \*Member, Board of Directors, Los Angeles Stage Alliance, 2004 to 2009.
- \*Co-Chair, Campus Radio Committee, Millikin University, 1966 – 1968
- \*WTIM, Taylorville, Illinois, announcer/producer, 1962 – 1964.

## **Community Activities**

Member, Board of Directors, Avila Beach (CA) Civic Association, 2014 – present  
Member, Restructuring Committee, KCPR student radio, CalPoly Univ, CA 2014  
Volunteer, Executive Service Corp, Los Angeles, 2016

## **Other Activities**

- \*US Army, Honorable Discharge, Vietnam Army Commendation Medal, E-5, 1970-71
- \*Vista Volunteer, Jacksonville, Texas, 1968 – 1970
- \*American Jazz Band, European Tour, 1964



## 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

### APPLICATION FOR APPOINTMENT TO DISTRICT BOARD OF DIRECTORS

The Avila Beach Community Services District is considering the appointment of a qualified individual to fill a vacancy on the District Board of Directors. The appointed person shall hold office until his or her successor is elected (November 2016) and qualifies, usually the first Friday in December.

If you are interested, please complete this application and submit it to the District office. **In order to be considered for the appointment, please submit your application to the District office on or before 4 P.M. on Tuesday, May 17<sup>th</sup>, 2016.** The District intends to consider and appoint a qualified individual to the District Board of Directors at the regularly scheduled meeting on May 24<sup>th</sup>, 2016 at 7:00 P.M. at Avila Beach Community Services District Board Room. If necessary, this item may be continued to a Special meeting in June 2016.

1. The undersigned declares that:

- A. I am a registered voter residing within the boundaries of the Avila Beach Community Services District (Government Code §61040 (b)) and;
- B. I am prepared to take and subscribe to the official oath of office (Election Code §10554); and
- C. I am not disqualified from appointment to the District Board of Directors because of the conviction of crimes referenced in Government Code §1021.
- D. I am willing and able to attend and participate at regular District meetings held on the second Tuesday of the month; and
- E. I am willing and able to participate at District Special Meetings and District committees that I may be assigned to.

2. Why do you wish to serve on the Avila Beach Community Services District Board of Directors?

I feel that serving on community boards is both an opportunity and a duty of residents to participate in their community. Water is the most important issue of the Central Coast (and California's) future and it's important that community members are informed, involved and part of the solution to every challenge. I welcome the opportunity to learn about the diverse issues and, hopefully, provide productive contributions to the ABCSD.

3. Please provide any background information and experience that you would like the District Board of Directors to consider in evaluating you for the District Board of Directors.

I bring experience in working to help make boards more effective through my consulting firm, including the boards of the John Muir-Mt. Diablo Community Health Fund, the Pat Brown Institute at Cal State Los Angeles and Cal State Long Beach's H2OLA. I have also worked with a range of municipalities, including Montebello and Los Angeles. Lastly, I bring a perspective of how to move projects forward with public support through my 20+ years in public relations and as a reporter/editor for 11 years at the Los AngelesTimes.

Name: Ara Najarian

(Please print)

Address: 182-186 San Miguel St., Avila Beach, CA 93424

Email: Heyara65@gmail.com

Phone: (323) 353-4062


Signature: 

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

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: May 24, 2016

SUBJECT: Preliminary Intent to Serve Request: Mr. Ernie Nolte, 157 San Luis Street,  
APN: 076-217-005

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 97-2 for processing an "Intent to Serve" letter review.

Discussion:

This item was initially considered by the Board at the April 12, 2016 Board meeting. The Board members had questions regarding the scope of the project and unfortunately the project proponent was not represented at the meeting. The three Board members considering the item voted 2 ayes and 1 noe to approve issuance of the Preliminary Will Serve. Needing 3 Ayes to pass, the motion failed and the Board directed staff to notify the project proponent and bring the item back to the Board at a future meeting.

Attached for Board consideration is a request dated March 31, 2016 from Michael Hodge, agent for owner Ernie Nolte, for a "Preliminary Intent to Serve" letter for a sub-division planned development on an existing lot at 157 San Luis Street. The existing site is approximately 7,500 square feet (SF), with a multi-family zoning designation. The existing property includes one existing house and an ancillary structure, both to be demolished.

The proposed subdivision includes four lots that range from 1,300 SF to 4,300 SF. Two units are detached and two are connected with a common wall. Three units have 2-bedrooms with a two car garage and one unit is a one-bedroom unit with a carport. The project frontage improvements include a right of way abandonment of 1,334 square feet, associated with realigning Second Street, as required by County Public Works.

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, and the past two years average water use. The Project Proponent estimates water use for the project at 800 gallons per day (approximately 0.90 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.



Hodge Company  
Land Planning + Civil Engineering

March 6, 2016

Avila Beach Community Services District  
P.O. Box 309  
Avila Beach, Ca. 93424

Attention: Board of Directors  
General Manager: Brad Hagemann  
Re: 157 San Luis Street, Avila Beach

Dear Brad:

This letter is a request for a preliminary will-serve letter, required as part of the County use permit application, for the redevelopment of the property at 157 San Luis Street. The property currently includes a single family house with one water meter. Our proposal is to demolish the house and all ancillary structures and construct four new residential units (three 2-bedroom and one 1-bedroom).

Please find attached the required fee of \$1,000.00 to process and schedule this request for a hearing. Thank you.

Regards,



Michael Hodge, P.E.

AVILA BEACH COMMUNITY SERVICES DISTRICT  
APPLICATION FOR  
PRELIMINARY WILL SERVE LETTER

1. Owner Name: FRANIS NOLTE
2. Business Address: \_\_\_\_\_
3. Mailing Address: 1560 N MARKS FRESNO, CA. 93722
4. Phone Number: 559-917-7403
5. Agent's Name (Architect or Engineer): MICHAEL HODGE
6. Mailing Address: 351 SAN MIGUEL AVE S.L.O. CA. 93105
7. Phone Number: 805-215-8753
8. Assessor's Parcel Number (APN) of lot(s) to be served: \_\_\_\_\_
9. Project's Location: 157 SAN LUIS ST
10. San Luis Obispo County Planning Department/Traffic Development No.: CO16-0735
11. Number of Residential Units: 4      Number of Bedrooms: 7
12. Type of Use:
  - Single Family Residence     Duplex     Triplex     Multi-Family
  - Subdivision
  - Commercial
  - Multi-use (Project Description) \_\_\_\_\_  
Type \_\_\_\_\_
  - Remodel: (Project Description) \_\_\_\_\_
13. Applications for multi-use projects, commercial projects, projects that exceed two (2) residential units, or multi-family projects will not be approved until the following have been submitted to the District for its review:
  - a. Two (2) separate sets of site plans that show the approximate square footage of each unit, the site topography and an estimate of the number of water fixtures to serve each unit in the project; and
  - b. An engineer or architect's estimate of monthly water and sewer and demand (in gallons per month) for the project.
14. The Applicant agrees that in accordance with generally accepted construction practices, Applicant shall assume sole and complete responsibility for the condition of the job site during the course of the project, including the safety of

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.

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

Date 3.31.16

  
\_\_\_\_\_

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

MICHAEL HODGE  
Print name

---

---

April 3, 2016  
157 San Luis Street, Avila Beach

**Number of Water Fixtures**

A - 9  
B - 9  
C - 9  
D - 5

**Water/Sewer demand: Values assume full time occupancy with 2.5 persons/2 bed unit and 2 persons/1 bed unit**

$2.5 \text{ people}/2 \text{ bed unit} \times 3 \text{ units} \times 80 \text{ gal}/\text{person}/\text{day} + 2 \text{ people}/1 \text{ bed unit} \times 80 \text{ gal}/\text{person}/\text{day} = 760 \text{ gal}/\text{day}$

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

***Project Title and classification***

**1 OF 2**

Nolte - 157 San Luis Street; Multi-family

Applicant:	<u>Mr. Ernie Nolte</u>	A.P.N.	<u>076-217-005</u>
Mailing Address:	<u>C/O Hodget Company 351 San Miguel Ave</u>		
	<u>San Luis Obispo, CA 93401</u>		
Project Address:	<b><u>157 San Luis Street</u></b>		
	<u>Agent: Michael Hodge</u>		
Phone Number:	<u>(805) 215--8753</u>		
Estimated By:	<u>B Hagemann</u>	Date:	<u>April 4, 2016</u>
Co. Building Permit # :	<u></u>		
Land Use	<u></u>		
Architect:	<u>Arris, San Luis Obispo, CA</u>		
	<u>(805) 547-2240</u>		
Project Description:	<u>Remove existing SFR and ancillary structure</u>		
	<u>Build 3 each two-Bdrm and 1 Studio unit</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**

\$68,255.82

**TOTAL ASSESSMENTS DUE**

**\$68,255.82**

May 16, 2016

**Project Name:**

Nolte - 157 San Luis Street

2 of 2

**WATER ASSESSMENTS**

A. Assessment	<i>3 ea 2Brd Rm @ \$6,452</i>	\$19,356.00
	<i>1 ea 1 BdRm @ \$4,301</i>	\$4,301.00
B. Hook-up Fee	4 - 3/4" x 5/8" (Set New Meter and Box Only)	\$2,000.00
C. Past Use Credit		(\$3,289.25)
<b>SUBTOTAL</b>	<b>\$</b>	<b>\$22,367.75</b>

**WASTEWATER ASSESSMENTS**

A. Assessment	<i>3 ea 2Brd Rm @ \$12,481</i>	\$37,443.00
	<i>1 ea 1 BdRm @ \$8,320</i>	\$8,320.00
B. Hook-up Fee:	1 non-Standard Connection	\$800.00
C. Past Use Credit		(\$674.93)
<b>SUBTOTAL</b>	<b>\$</b>	<b>\$45,888.07</b>

**Assessments** **\$68,255.82**

Past Water Use  
Acct # 000032

Physical Address  
157 San Luis Street

Credit Calculations

Last 2 years	
Ave Water use in ccf (units)	Water Credit
<input type="text" value="7"/>	
average monthly water use in cubic ft	700
multiply by 12 to get yearly ave	8400
divide by cubic feet in acre foot (43,560)	0.193
multiply by cost of service (17,057.09)	\$3,289.25

Sewer Credit	
average monthly water use in cubic ft	700
multiply by 12 to get yearly ave	8400
divide by cubic feet in acre foot(43,560)	0.193
multiply by cost of service (3500 hybrid C)	\$674.93

Total

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

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

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: May 24<sup>th</sup>, 2016

SUBJECT: 2016 Annual Weed Abatement Program.

Recommendation:

Review the attached procedures and consider Adopting Resolution No. 2016-03 Declaring Weeds, Dry Grass and Trash to be a Nuisance and provide for Abatement. Set June 14<sup>th</sup>, 2016, as the Public Hearing to hear any objections to the required clearance and to coordinate with CAL Fire for their participation.

Discussion:

Each year the District coordinates an Annual Weed Abatement Program in the community to ensure that weeds, dry grass and trash are cleaned up and do not pose a fire hazard. Due to the amount of rain this season, it is anticipated that a significant number of parcels in town may require posting and cleanup. Most property owners have complied with the posting and have cleaned the posted lots in a timely manner. Attached to this staff report are the Weed Abatement procedures sent out with the May 1, Water and Sewer bill; and Resolution No. 2016-03.



# 2016 WEED ABATEMENT PROCEDURE

REVISED 4/16

1. Reminder notices were sent out with water bills reminding residents of the need for weed abatement. May 1<sup>st</sup>, 2016. See notice immediately below:

- 2.

## **WEED ABATEMENT TIME**

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

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

3. Adopt Resolution (May 24<sup>th</sup>, 2016) declaring weeds to be a nuisance and setting the hearing date for June 14, 2016.
4. Fire Department posts notices to DESTROY WEEDS AND TRASH. Owners are given 15 days, or until the hearing date (June 14, 2016) to comply. (Property is posted following May meeting by CalFire team)
5. Letters sent to all posted properties, notice published in newspaper. (Immediately after posting of lots. Letters to be sent by June 14, 2016).
6. At the Regular Board Meeting on June 14, 2016 a public hearing is held, and, barring any objections, a **second resolution** is passed ordering abatement of those lots not cleared. Fire Chief signs certificate of posting. (June 14, 2016).
7. After hearing and second resolution on July 12, 2016, lots that have not been cleared by owners are cleared by the District, or its contractor. Private contractors bid on the lots to be cleared. The owner is billed actual costs plus administration fee to be set by Directors. (Previously \$35.00 or 25% of fee whichever is greater) (Lots to be cleaned before July 20, 2016).
8. Bills sent to owners. (no later than July 30, 2016).
9. If necessary, a third resolution is passed on August 9, 2016 to have unpaid costs placed on owners' property tax bills and for the County to include our costs on those bills.

**AVILA BEACH COMMUNITY SERVICES DISTRICT**

**RESOLUTION No. 2016-03**

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

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

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

**WHEREAS**, pursuant to law, notice shall be given to destroy and remove, and clear, dry weeds, grass brush, litter, trash and other flammable materials on certain lots and parcels of land within the District, and a hearing where concerns about such matters will be heard is hereby set for **14th day of June at 7:00 P.M. at the Avila Beach Community Services District meeting place at 191 San Miguel Street, Avila Beach CA 93424,**

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

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

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

AYES:

NOES:

ABSENT:

The foregoing Resolution is hereby adopted this 24<sup>th</sup> day of May 2016.

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

\_\_\_\_\_  
Attest: 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: May 24, 2016

SUBJECT: Request for Qualifications/Proposal for Audit Services FY 2015/16

**Recommendation:**

Receive the report; select an auditing firm; and direct staff to enter in to an agreement with the selected firm.

**Funding:**

The FY 2016-17 proposed Budget will include the funds necessary to conduct the annual audit by a professional auditing firm.

**Discussion:**

As a public agency, it is the District's responsibility to ensure that the public funds are managed appropriately. The District is required to coordinate and obtain an audit of the District's financial records from an outside, independent Certified Public Account, and then to report these findings to the District Board, County of San Luis Obispo, and the State Controller's Office and residents on an annual basis.

Staff prepared and circulated a Request for Qualifications/Proposals for Auditing Services on March 16, 2016. The RFP, requested that the firms provide their experience and qualifications and single year cost proposal, as well as, a three year proposal. The RFQ/RFP required that proposals be submitted by 2:00 PM on or before April 5, 2016.

The District received timely proposals from the following firms:

Moss, Levy & Hartzheim, LLP, Santa Maria, CA  
Crosby Company, San Luis Obispo, CA  
The PUN Group, Santa Ana, CA  
Fedak & Brown, LLP, Cypress, CA

At the April Board meeting staff recommended that the Board refer the RFQ/RFPs to the Finance Committee for review and a recommendation. Unfortunately, both Finance Committee members had pre-arranged commitments and were not available to review the RFQ/RFPs.

Staff completed a detailed review of the RFQ/RFPs. All four firms appear to be qualified and meet the minimum requirements for conducting the audit. The table below summarizes Staff's comments, the proposed number of hours needed to conduct the audit, the associated fees and staff's ranking of the firms.

Firm Name	Staff Comments	Audit Hours	Cost	Staff Ranking
Fedak & Brown	<ul style="list-style-type: none"> <li>• Audits over 50 Special Districts in CA</li> <li>• 85% of Firms Annual Services comes from Audits &amp; Related</li> <li>• Well written and complete Proposal</li> <li>• Audit Planning &amp; Approach Well Documented &amp; Timely For District</li> </ul>	82	\$7,100	1 <sup>st</sup>
M, L & H, LLP	<ul style="list-style-type: none"> <li>• 36 Years of Experience in Audits and Non-Profit Work</li> <li>• Located in Santa Maria with many Local CSDs</li> </ul>	81	\$6,400	2 <sup>nd</sup>
PUN Group	<ul style="list-style-type: none"> <li>• Very Qualified and Experienced Firm</li> <li>• Estimated Significantly Higher # of Hours to Conduct Audit &amp; Associated Higher Cost</li> <li>• Billing Rates Significantly Higher Than Others</li> <li>• Well Written &amp; Complete Proposal</li> </ul>	160	\$19,000	3 <sup>rd</sup>
Crosby Co.	<ul style="list-style-type: none"> <li>• Audited ABCSD 1997 – 2011 2013 – 2015</li> <li>• Local (San Luis Obispo), Small Business That Audits Many of the Local CSDs</li> <li>• Proposal Similar to That Submitted in Previous Years</li> <li>• Advantageous for District to Get a Different “Set of Eyes” on District Accounting Practices</li> </ul>	45	\$6,200	4th

Copies of the RFQ/RFPs are available in the District office if the Board members or members of the public wish to review them prior to the meeting. In addition, staff will bring the submittals to the Board meeting.


Staff recommends the Board direct them to enter in to an agreement with Fedak & Brown, LLP for auditing services. Although, they are not the least expensive proposal, their price is competitive and staff believes their experience and expertise will provide the District with a first rate audit and they will be able to offer suggestions for improving and streamlining the District's accounting practices.

**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: May 24, 2016

SUBJECT: State Water Project Drought Buffer Request

**Funding:**

County staff estimates that the annual cost per acre-foot for State Water Drought Buffer will be approximately \$107 per Acre-Foot. For a 100 AF drought buffer, this translates in to \$10,700 per year. The District currently budgets approximately \$100,000 per year for State Water. If approved, staff will add this additional 10% expense in to the State Water budget for FY 2016-17.

**Recommendation:**

Consider and adopt a motion authorizing the Board President to sign San Luis Obispo County Drought Buffer Agreement and direct staff to continue working with County staff to fully execute the Agreement.

**Discussion:**

In accordance with the Board's direction, District staff sent a letter on March 17, 2016, to the San Luis Obispo County Public Works Department requesting the County initiate the process to create an Agreement for a 100 acre-ft per year Drought Buffer for the Avila Beach CSD (letter attached). County staff and District staff met on a couple occasions to go over the process of purchasing a Drought Buffer and the advantages of the District purchasing the Buffer.

Participating in the Drought Buffer program will help ensure that the District has adequate State Water supplies even when State Water deliveries are reduced. For example, if the District had previously purchased a Drought Buffer, then this year the District would be entitled to 120 AF of State Water this year instead of 60 AF [60% delivery of 100 AFY allotment plus another 60% of 100 AFY Drought Buffer]. Staff believes the cost of the Drought Buffer is reasonable to ensure the additional availability of State Water. Please refer to the attached draft Staff Report Drought Buffer Agreement from Jill Ogren to the Board of Supervisors for more details.

Zone 3 / CSA #2



## 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

March 17, 2016

Mr. Mark Hutchinson  
Deputy Director  
San Luis Obispo County Public Works & Flood Control District  
976 Osos Street, Room 206  
San Luis Obispo, CA 93408

Subject: Drought Buffer for Avila Beach Community Services District (CSD)

Dear Mr. Hutchinson,

At their March 8, 2016, Board meeting, the Avila Beach CSD Board directed staff to initiate the process with the Flood Control District to create an agreement for a 100 acre-ft. per year drought buffer for the CSD. The purpose of this letter is to formally request the Flood Control District initiate the process and advise Avila Beach CSD staff of the estimated costs associated with establishing the Drought Buffer Agreement (if any) and the estimated on-going costs once the Agreement is approved and executed by the Board of Supervisors.

Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in black ink that reads 'Brad Hagemann'.

Brad Hagemann, PE  
General Manager

**TO:** Board of Supervisors  
**FROM:** Jill Ogren, Senior Utilities Engineer  
**VIA:** Mark Hutchinson, Deputy Director of Public Works  
**DATE:** ~~May 10, 2016~~ June 7, 2016  
**SUBJECT:** Request to approve a drought buffer water agreement with Avila Beach Community Services District. District 3.

### Recommendation

It is recommended that the Board, acting as the Board of Supervisors for the San Luis Obispo County Flood Control and Water Conservation District (District) approve the Drought Buffer Water Agreement with Avila Beach Community Services District.

### Discussion

The San Luis Obispo County Flood Control and Water Conservation District (District) is under contract with the California Department of Water Resources for a 25,000 acre foot per year (AFY) allocation of State Water. Certain local agencies (Subcontractors) have subcontracted with the District for a portion of the District's allocation, and those water service amounts total 4,830 AFY. Due to annual hydrological variability and environmental restrictions in the Sacramento Bay Delta, the delivery of State Water is not 100% reliable. Consequently, most Subcontractors have contracted for an additional amount of the District's allocation in order to firm up the reliability of their water service amounts. These contracts are known as Drought Buffer Agreements, and currently total 4,897 AFY.

The District currently has 15,273 AFY of excess allocation available for Drought Buffer Agreements. Per the attached request, Avila Beach Community Services District (CSD) would like to enter into a Drought Buffer Agreement for 100 AFY to improve the reliability of their existing 100 AFY water service amount. Participating in the Drought Buffer program will help ensure that the CSD will have adequate water even when the State Water deliveries are reduced. This Agreement specifically limits deliveries of Drought Buffer Water to those years when State Water Project deliveries are reduced and prohibits delivering water annually in excess of Subcontractor water service amounts.

### Other Agency Involvement/Impact

County Counsel has reviewed and approved the Agreement for legal form and effect. The CSD has executed the attached Agreement.

### Financial Considerations

Currently, the Sub contractors are paying 100% of the costs of drought buffer allocations, or an estimated \$107.00 per acre foot per year. Given this current rate, approval of this Agreement would result in an estimated additional tax relief of \$10,700 per year that would otherwise be paid by countywide taxpayers.

**DROUGHT BUFFER WATER AGREEMENT BETWEEN  
SAN LUIS OBISPO COUNTY FLOOD CONTROL  
AND WATER CONSERVATION DISTRICT AND  
AVILA BEACH COMMUNITY SERVICES DISTRICT**

This agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by and between the San Luis Obispo County Flood Control and Water Conservation District, hereinafter referred to as "District," and the Avila Beach Community Services District, hereinafter referred to as "Contractor."

WITNESSETH:

**WHEREAS**, the District and the State of California, on February 26, 1963, entered into an agreement entitled "Water Supply Contract Between the State of California Department of Water Resources and San Luis Obispo County Flood Control and Water Conservation District," which agreement has been amended from time to time, whereby the State of California will furnish a water supply to the District; and

**WHEREAS**, the District and the Contractor on May 15, 1992, entered into an agreement entitled "Water Supply Agreement between San Luis Obispo County Flood Control and Water Conservation District and Avila Beach Community Services District," whereby the District will furnish a water supply to the Contractor; and

**WHEREAS**, there may occur from time to time a shortage or shortages in the quantity of project water available to the District and thus to the Contractor; and

**WHEREAS**, Contractor has requested an increased allocation of project water to enhance deliveries in such times of shortages.

**NOW, THEREFORE, IT IS HEREBY MUTUALLY AGREED BY DISTRICT AND CONTRACTOR AS FOLLOWS:**

Article 1. Definitions.

All terms shall have the same definitions as defined in the said Water Supply Agreement. The following terms shall be as defined.

(a) "District's Total Drought Buffer Water" shall mean the total amount of: (i) District's Project Water which District allocates to the Contractor by this agreement, plus (ii) the amounts of District's Project Water which District allocates to all Other Drought Buffer Water Contractors.

(b) "Contractor's Drought Buffer Water" shall mean the District's Project Water made available to Contractor by this agreement.

(c) "Other Drought Buffer Water Contractor" shall mean any other public water distribution agency, having the power to do so, which enters into an agreement with the District



and which other agreement is substantially similar to this agreement except as to water amounts.

(d) "Master Contract" shall mean that agreement entitled "Water Supply Contract Between the State of California Department of Water Resources and the San Luis Obispo County Flood Control and Water Conservation District," dated February 26, 1963, and all amendments thereto.

(e) "Water Supply Agreement" shall mean that "Water Supply Agreement between San Luis Obispo County Flood Control and Water Conservation District and Avila Beach Community Services District" dated May 15, 1992 and all amendments thereto.

(f) "Water Treatment Agreement" shall mean that "Water Treatment and Local Facilities Agreement" dated May 15, 1992 and all amendments thereto.

(g) "Contractor's Water Service Amount" shall mean that water made available to Contractor per Article 6 of the Water Supply Agreement.

(h) "Other Water Supply Subcontractor" shall mean any other public water distribution agency, having the power to do so, who enters into an agreement with the District which agreement is substantially similar to the Water Supply Agreement.

#### Article 2. Term.

This agreement shall become effective on the date first above written and shall remain in effect throughout the term provided by Article 2 of the Water Supply Agreement; provided, that whenever the Water Supply Agreement is terminated or suspended in the manner and for a cause specified in the Water Supply Agreement, this agreement shall also be terminated or suspended.

#### Article 3. Option for Continued Service.

By written notice delivered to District at least nine (9) months prior to the expiration of the term of this agreement, Contractor may elect to receive continued service after expiration of said term and under the conditions set forth in Article 3 of the Water Supply Agreement.

#### Article 4. Relationship to Master Contract.

Contractor acknowledges and agrees that this agreement is subject to the obligations and limitations imposed on District by the Master Contract and all existing and future amendments to the Master Contract and is intended to be in conformance and harmony with it. The Contractor hereby expressly agrees to the provisions of the Master Contract and all existing and future amendments thereto and further expressly agrees that nothing in this agreement shall be deemed to require the District to perform an obligation in conflict with the Master Contract. Contractor further agrees that District's rights to enter into amendments to the Master Contract is not, and shall not be restricted or impaired, in any way, by this agreement.

Article 5. Relationship to Water Supply Agreement.

Contractor acknowledges and agrees that this agreement is subject to the obligations and limitations imposed on District by the Water Supply Agreement and all existing and future amendments to the Water Supply Agreement and is intended to be in conformance and harmony with it. The Contractor hereby expressly agrees to the provisions of the Water Supply Agreement and all existing and future amendments thereto and further expressly agrees that nothing in this agreement shall be deemed to require the District to perform an obligation in conflict with the Water Supply Agreement. Contractor further agrees that District's rights to enter into amendments to the Water Supply Agreement is not, and shall not be restricted or impaired, in any way, by this agreement.

Article 6. Relationship to Water Treatment Agreement.

Contractor acknowledges and agrees that this agreement is subject to the obligations and limitations imposed on District by the Water Treatment Agreement and all existing and future amendments to the Water Treatment Agreement and is intended to be in conformance and harmony with it. The Contractor hereby expressly agrees to the provisions of the Water Treatment Agreement and all existing and future amendments thereto and further expressly agrees that nothing in this agreement shall be deemed to require the District to perform an obligation in conflict with the Water Treatment Agreement. Contractor further agrees that District's rights to enter into amendments to the Water Treatment Agreement is not, and shall not be restricted or impaired, in any way, by this agreement.

All water delivered to Contractor by the terms of this agreement will be subject to the terms and conditions of the Water Treatment Agreement including responsibility to pay for treatment of any Drought Buffer Water that is delivered to Contractor.

Article 7. Service Agreement.

Parties agree that this is an agreement for service, and only contractual rights are created by this agreement, and that it does not create an entitlement to, nor does it convey to the Contractor any property right or interest in District's Project Water.

Article 8. Drought Buffer Water Amount.

Commencing with the first January 1 after the effective date of this agreement, the District will make available to Contractor 100 acre feet per year subject to the limitations in Article 10. below of District's Project Water which amount is referred to in this agreement as the Contractor's Drought Buffer Water Amount.

Article 9. Reduction of Deliveries.

If there are temporary or permanent water shortages, as defined in Article 10 of the Water Supply Agreement, any deliveries to the Contractor under this agreement will be reduced. The Contractor's Drought Buffer Water Amount will be reduced by the same percentage that the supply of Contractor's Water Service Amount is reduced.

Article 10. Limitations on Delivery of Drought Buffer Water.

Contractor's Drought Buffer Water shall be delivered to Contractor under this agreement only in those years that there are water shortages as defined in Article 10 of the Water Supply Agreement. The availability of Contractor's Drought Buffer Water shall not increase any of the delivery limitations defined in Article 8 of the Water Supply Agreement.

Article 11. Payment for Water Service.

(a) The Contractor shall pay to District each year the appropriate/proportionate share of each of the following cost components. The aggregate of these costs will be the Contractor's Annual Drought Buffer Obligation.

(1) Delta Water Charge Reimbursement will be computed by multiplying the Delta Water rate for that year times the Contractor's Drought Buffer Water Amount.

(2) Transportation Charges will be the sum of the following components:

(i) Capital Cost Component reimbursement will be computed by multiplying the District's annual cost per acre foot for the District's Total Drought Buffer Water times the Contractor's Drought Buffer Water Amount.

(ii) Transportation Minimum Operation Maintenance, Power & Replacement Component (Minimum OMP & R) reimbursement will be computed by multiplying the District's annual cost per acre foot for the District's Total Drought Buffer Water for Minimum OMP & R times the Contractor's Drought Buffer Water Amount.

(iii) Variable Operation Maintenance Power & Replacement Charge (Variable OMP & R) will be computed by multiplying the District's annual Variable OMP & R cost per acre foot of delivered water times the amount of Contractor's Drought Buffer Water delivered to the Contractor.

(iv) Off-Aqueduct Power Facilities Reimbursement will be computed by multiplying the District's annual Off Aqueduct Power Facilities cost per acre foot of delivered water times the amount of Contractor's Drought Buffer Water delivered to the Contractor.

(3) Revenue Bond Surcharge reimbursement will be computed by multiplying the District's annual cost per acre foot for the District's Total Drought Buffer Water times the Contractor's Drought Buffer Water Amount.

(4) Other Charges such as may be charged per the Master Contract, Water Supply Agreement, and Water Treatment Agreement from time to time.

(b) Time of Payment.

Commencing with the first January 1 after the effective date and each January 1 thereafter or within 10 days after Contractor's receipt of an annual statement from the District

setting forth the Contractor's Annual Drought Buffer Obligation, whichever is later, the Contractor shall pay to the District sixty percent (60%) of its Annual Drought Buffer Obligation. The Contractor shall pay the remainder of such Annual Drought Buffer Obligation on or before July 1 of that year.

(c) Adjustments in Contractor's Annual Drought Buffer Obligation.

At the end of each year, the Contractor's Annual Drought Buffer Obligation shall be recalculated by substituting the actual charges made by the State Department of Water Resources to the District for the Variable Operation, Maintenance, Power, and Replacement components of said Delta Water Charge and Transportation Charge, the Off-Aqueduct Power Facilities, the Revenue Bond Surcharge and Other Charges for the District's estimates of these charges and the actual quantities of water delivered for any scheduled quantities used in calculating the Contractor's Annual Drought Buffer Obligation pursuant to the provisions of subdivision (a) of this Article. Any adjustment in the Contractor's payments required to reflect this recalculation shall be made in the Contractor's first payment to District due after said recalculation. Interest rates used in the computation of these adjustments shall be the same as those used by the State Department of Water Resources in the adjustments made for the District's obligation for that year for District's Project Water.

(e) Reduced Deliveries.

Upon reasonable notice to the District that the Contractor will not take all of Contractor's Drought Buffer Water Amount for any year, the District shall adjust the payment required by the Contractor for such water as provided in Article 11(c), above. To the extent that deliveries so reduced are delivered to Other Water Supply Subcontractors or other State Water Contractors, in accordance with the Master Contract, the District may reduce the Contractor's Annual Drought Buffer Obligation by the same amount that any component costs that are paid by the other Water Supply Subcontractor and/or State Water Contractor's who received the water.

Article 12. Default; Suspension of Service.

In the event of any default by the Contractor in the payment of any money required to be paid to the District hereunder, the District in its discretion may suspend delivery of Contractor's Drought Buffer Water during the period when the Contractor is delinquent in its payment for or obligations due to the District under the terms of this agreement; provided, that during any such period of delinquency or suspension the Contractor shall remain obligated to make all payments required under this agreement. Action taken pursuant to this Article shall not deprive the District of or limit any remedy provided by this agreement or by law for the recovery of money due or which may become due under this agreement.

Article 13. Interest on Overdue Payments.

Upon each charge to be paid by the Contractor to the District pursuant to this agreement which remains unpaid after the same shall have become due and payable, interest shall accrue at an annual rate equal to that earned by the District on its funds invested through the County of San Luis Obispo by the County Treasurer calculated monthly on the amount of such delinquent payment from and after the due date when the same becomes due until paid, and

the Contractor hereby agrees to pay such interest; provided, that no interest shall be charged to or be paid by the Contractor unless such delinquency continues for more than (30) days. In addition, Contractor shall reimburse District for all of District's costs, expenses, and personnel costs and other overhead incurred in the collection of any past due payments owed by Contractor to District.

Article 14. Obligation of Contractor to Make Payment.

(a) Character of Obligation.

The obligation of the Contractor arising out of or pursuant or incidental to this agreement including, without limiting the generality of the foregoing, the obligations of the Contractor to pay to the District the sums becoming due the District for water furnished hereunder, shall constitute a general obligation of the Contractor and the Contractor shall use all the powers and resources available to it under the law to collect the funds necessary for and to pay its obligations to the District under this contract including levying and collecting all necessary taxes, assessments and charges. The Contractor as a whole is obligated to pay to the District the payments becoming due under this agreement, notwithstanding any individual default by its water users, constituents or others in the payment to the Contractor of assessments, tolls, or other charges levied by the Contractor.

(b) Refusal of Water Does Not Affect Obligation.

The Contractor's failure or refusal to accept delivery of Contractor's Drought Buffer Water under this agreement shall in no way relieve the Contractor of its obligation to make payments to the District except to the extent provided under Article 11(e) hereof.

Article 15. Area Served by Contractor.

Contractor's Drought Buffer Water delivered to the Contractor pursuant to this agreement shall not be sold or otherwise disposed of by the Contractor for use outside the District.

Article 16. Remedies not Exclusive.

The use by either party of any remedy specified herein for the enforcement of this agreement is not exclusive and shall not deprive the party using such remedy of, or limit the application of, any other remedy provided by law.

Article 17. Amendments.

This agreement may be amended at any time by mutual agreement of the parties, except insofar as any proposed amendments are in any way contrary to applicable law or inconsistent with the provisions of the Master Contract, the Water Supply Agreement, or the Water Treatment Agreement. The District shall make available to the Contractor at all times during the normal hours of business at the District offices for the Contractor's inspection copies of all agreements now or hereafter executed by the District with all other Contractors or the State of California and of any amendments thereof.

Article 18. Opinions and Determinations.

Where the terms of this agreement provide for action to be based upon opinion, judgment, approval, review, or determination of either party hereto, such terms are not intended to be and shall never be construed as permitting such opinion, judgment, approval, review or determination to be arbitrary, capricious, or unreasonable.

Article 19. Waiver of Rights.

Any waiver at any time by either party hereto of its rights with respect to a default or any other matter arising in connection with this agreement, shall not be deemed to be a waiver with respect to any other default or matter.

Article 20. Notices.

All notices that are required either expressly or by implication to be given by either party to the other under this agreement shall be signed for the District and for the Contractor by such officers as they may, from time to time, authorize in writing to so act. All such notices shall be deemed to have been given and delivered if delivered personally or if enclosed in a properly addressed envelope and deposited in a United States Post Office for delivery by registered or certified mail. Unless and until formally notified otherwise, all notices shall be addressed to the parties at their addresses as shown on the signature page of this agreement.

Article 21. Assignment.

The provisions of this agreement shall apply to and bind the successors and assigns of the respective parties, but no assignment or transfer of this agreement, or any part hereof or interest herein, shall be valid until and unless approved by the District.

Article 22. Contractor to Keep Books, Records and Other Data.

The Contractor shall establish and maintain accounts and other books and records sufficient to enable the District to furnish to the State of California reports and statements, to such extent and in such manner and form as may be prescribed by the District and the State of California pursuant to the terms of this agreement, the Master Contract and the Water Supply Agreement. Reports required to be furnished by the Contractor to the District pursuant to the terms of said agreements shall be furnished to the District within the period of time specified therefor.

Article 23. District to Keep Books, Records and Other Data.

The District shall establish and maintain accounts and other books and records sufficient to enable Contractor to determine the use and disposition of all monies paid by Contractor to District pursuant to this agreement.

Article 24. Inspection of Books and Records.

The officers or agents of the Contractor shall have full and free access at all reasonable times to the account books and official records of the District insofar as the same pertain to the

matters and things provided for in this agreement, with the right at any time during office hours to make copies thereof, and the representatives of the District and the State of California shall have the same rights in respect to the account books and records of the Contractor.

Article 25. Good Faith.

Contractor and District shall each act in good faith in performing their respective obligations as set forth in this agreement.

Article 26. Water Rights.

No provision of this agreement shall be considered to be in derogation of any existing water right(s) or claim(s) to water right(s) by or any agreements concerning water rights of any party hereto, including but not limited to overlying, prescriptive, appropriative, riparian, or pueblo rights, nor shall it be construed to result in any relinquishment or adjustment of any such water rights or claims thereto; and, in particular, no provision of this agreement shall be considered to diminish, reduce or affect, in any way, any party's rights pursuant to California Water Code Section 1005.1 and/or Section 1005.2.

Article 27. Joint Powers Agreement and/or Authority.

No provision of this agreement is intended to prohibit the District and Contractor, in conjunction with other contractors, from entering into a joint powers agreement, or from forming a joint powers authority, concerning any subject matter contained in this agreement provided, however, that it is understood that this paragraph shall not be construed as requiring District or Contractor, or any other contractor, to enter into any such joint powers agreement or form such joint powers authority.

Article 28. Agreements to be Uniform.

Agreements executed by the District with other agencies shall be substantially similar to this agreement with respect to basic terms and conditions, and shall differ primarily with respect to quantities and payment amounts.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the dates shown below.

**SAN LUIS OBISPO COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairperson of the Board of Supervisors

**AVILA BEACH COMMUNITY SERVICES DISTRICT**

By: \_\_\_\_\_ Date: \_\_\_\_\_

**ATTEST:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
County Clerk and Ex-Officio Clerk  
Board of Supervisors  
County of San Luis Obispo  
State of California

**APPROVED AS TO FORM AND LEGAL EFFECT:**

RITA L. NEAL  
County Counsel

By:  \_\_\_\_\_ Date: April 19, 2016  
Deputy County Counsel

**MAILING ADDRESSES:**

**SAN LUIS OBISPO COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT**

SLO CO FC&WCD  
County Government Center, Room 206  
San Luis Obispo CA 93408

**AVILA BEACH COMMUNITY SERVICES DISTRICT**

Avila Beach Community Services District  
Post Office Box 309  
Avila Beach, CA 93424



**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager



DATE: May 24, 2016

SUBJECT: Consider Adopting Resolution No. 2016-4 Adopting a Water Shortage Response and Management Plan (Plan)

**Recommendation:**

Conduct Public Hearing and consider adopting Resolution No. 2016-04 which adopts the attached Water Shortage Response and Management Plan (Plan).

**Discussion:**

At the March Board meeting, the Board directed staff to work with legal counsel to develop a framework for adopting a Water Shortage Response and Management Plan pursuant to Water Code Section 375 and 350. Legal counsel provided staff with a framework for preparing the Plan and staff completed the framework by adding District specific Water Supply Condition “triggers” and associated Response Actions. The Plan describes Water Supply Conditions that trigger specific water conservation Response Actions. The Response Actions escalate as the Water Supply Conditions worsen. Staff presented the draft Plan to the Drought Committee on Monday April 4<sup>th</sup> for their review and comments. The Drought Committee provided comments to the Plan, which have now been incorporated into the attached draft Plan.

The process for adopting the Plan includes public notice in the newspaper, a hearing at a regularly scheduled Board meeting and adoption via a Resolution or an Ordinance. As an added public outreach effort, at the April 12, 2016 Board meeting, the Board directed staff to include a copy of the draft plan with a brief explanation and a Hearing Notice in all water and sewer utility bills sent out to District customers on May 1, 2016. In addition, staff has posted the Hearing Notice at the District office and the Post Office and published the Hearing Notice in the local newspaper. If adopted, the District will publish the adopted Plan in the newspaper within 10 days after adoption and post the adopted Plan in 3 public places.

To date, staff has not received any comments or questions on the draft Plan.

**AVILA BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2016-04**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
AVILA BEACH COMMUNITY SERVICES DISTRICT  
ADOPTING WATER SHORTAGE CONDITION TRIGGERS AND RESPONSE ACTIONS  
PURSUANT TO WATER CODE § 375**

**WHEREAS**, the AVILA BEACH COMMUNITY SERVICES DISTRICT (“District”) provides water service within the District’s water service area pursuant to § 61100 (a) of the Community Services District Law which provides:

“(a) Supply water for any beneficial uses, in the same manner as a municipal water district, formed pursuant to the Municipal Water District Law of 1911, Division 20 (commencing with Section 71000) of the Water Code. In the case of any conflict between that division and this division, the provisions of this division shall prevail”; and

**WHEREAS**, § 61060 (b) of the Community Services District Law provides in relevant part:

“A district shall have and may exercise all rights and powers, expressed and implied, necessary to carry out the purposes and intent of this division, including, but not limited to, the following powers:

(b) To adopt, by ordinance, and enforce rules and regulations for the administration, operation, and use and maintenance of the facilities and services listed in Part 3 (commencing with Section 61100)”; and

**WHEREAS**, California Water Code Section 375 States in pertinent part:

(a) Notwithstanding any other provision of the law, any public entity which supplies water at retail or wholesale for the benefit of persons within the service area or area of jurisdiction of the public entity may, by ordinance or **resolution** adopted by a majority of the members of the governing body after holding a public hearing upon notice and making appropriate findings of necessity for the adoption of a water conservation program, adopt and enforce a water conservation program to reduce the quantity of water used by those persons for the purpose of conserving the water supplies of the public entity; and

**WHEREAS**, Governor Jerry Brown on January 17, 2014, proclaimed that the entire State of California to be in a drought state of emergency and the State Water Board has issued Emergency Water Shortage Regulations; and

**WHEREAS**, the District has adopted regulations in compliance with the State Water Board regulations; and

**WHEREAS**, Water Code § 71640 of the Municipal Water Service District Law provides:

“A district may restrict the use of district water during any emergency caused by drought, or other threatened or existing water shortage, and may prohibit the wastage of district water or the use of district water during such periods for any purpose other than household uses or such other restricted uses as the district determines to be necessary. A district may also prohibit use of district water during such periods for specific uses which it finds to be nonessential”; and

**WHEREAS**, the District Board of Directors has noticed this public meeting pursuant to Water Code § 375 and has considered the Staff Report and public testimony regarding the adoption of this Resolution; and

**WHEREAS**, the District Board of Directors wishes to set forth Water Supply Triggers that provide a range of alternative actions that allows for flexibility in responding to a water shortage and drought emergency; and

**WHEREAS**, based on the Staff Report, staff presentation, the reports and studies referenced in this Resolution and public comment, the District Board of Directors find that:

- (a) It is necessary for the District to adopt a Water Shortage Response and Management Plan to be able to respond to the lack of available water for the purpose of serving District residents.

**WHEREAS**, based on the Staff Report, staff presentation and public comment, the Board further finds:

- A. That adoption of the Water Shortage Response and Management Plan will provide greater assurances that there will be adequate water to meet the present needs of District residents consistent with District Code §3.28.020; and
- B. That adopting this Resolution will further conserve the water supply for the greater public benefit, with particular regards to domestic use, sanitation and fire protection; and

- C. That this Resolution adopts Rules and Regulations for the administration, operation and use of District services; and
- D. The Board of Directors of the District finds that the policies and procedures adopted by this Resolution are exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15378 (b) (2) because such policies and procedures constitute general policy and procedure making. The Board of Directors further finds that the adoption of the policies and potential actions established by this Resolution is not a project as defined in CEQA Guideline Section 15378, because it can be seen that the adoption of a Water Shortage Response and Management Plan will not result in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

**WHEREAS**, based on the Staff Report, staff presentation and public comment, the District Board of Directors further finds this Resolution is adopted for the protection of the health, safety and welfare of District water customers who depend on the underlying groundwater basin as their source of water supply.

**NOW, THEREFORE BE IT RESOLVED, DETERMINED AND ORDERED** by the Board of Directors of the AVILA BEACH COMMUNITY SERVICES DISTRICT, as follows:

- 1. That the above recitals are true and correct.
- 2. The Board adopts the Water Shortage Response and Management Plan attached as Exhibit "A" to this Resolution.
- 3. The General Manager is directed to prepare and file an appropriate notice of exemption.
- 4. The General Manager is directed to publish this Resolution in its entirety in a newspaper of general circulation in the District within ten (10) days.

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

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

the foregoing Resolution is hereby passed and adopted this 24 day of May, 2016.

\_\_\_\_\_  
**PETE KELLEY**  
President of the Board of Directors

ATTEST:

APPROVED:

\_\_\_\_\_  
**BRAD HAGEMANN**  
General Manager and Secretary to the Board

\_\_\_\_\_  
**MICHAEL W. SEITZ**  
District Legal Counsel

**AVILA BEACH COMMUNITY SERVICES DISTRICT (District)**

**WATER SHORTAGE RESPONSE AND MANAGEMENT PLAN**

STAGE	WATER SUPPLY CONDITION	RESPONSE ACTIONS	RELIEF OF RESTRICTIONS
I	All times	<ul style="list-style-type: none"> <li>• Active outreach and education programs regarding water conservation best management practices.</li> <li>• Recommended Customer Measures:               <ul style="list-style-type: none"> <li>○ Fix all plumbing and irrigation leaks immediately.</li> <li>○ Irrigate after 8PM and before 9AM.</li> <li>○ Minimum to no irrigation in winter months.</li> <li>○ Check all irrigation systems monthly.</li> <li>○ Do not allow excessive run off.</li> <li>○ Recirculate water in ornamental water features (fountains)</li> <li>○ Irrigate only 2 days per week</li> </ul> </li> <li>• New applications for water service are accepted and processed.</li> <li>• New water service connections are made.</li> </ul>	Not Applicable.
II	Supplies Projected at 65% of Entitlements (109 AFY)	<ul style="list-style-type: none"> <li>• More aggressive conservation outreach and education efforts.</li> <li>• Encourage customers to implement the following practices:               <ul style="list-style-type: none"> <li>○ All Stage I Measures</li> <li>○ Cover Swimming Pools and spas.</li> <li>○ Do not use water to wash down exterior surfaces (e.g. driveway, deck, home)</li> </ul> </li> <li>• New applications for water service are accepted and processed.</li> <li>• New water service connections are made.</li> </ul>	Projected Supplies greater than 65% of Entitlement.
III	Supplies Projected at 55% of Entitlements (93 AFY)	<ul style="list-style-type: none"> <li>• Encourage customers to implement the following practices.               <ul style="list-style-type: none"> <li>○ All Stage I and II measures.</li> <li>○ Provide minimum necessary irrigation to preserve trees and high-value landscape.</li> <li>○ Do not drain or fill swimming pools or spas.</li> <li>○ Do not use potable water for dust control or construction.</li> <li>○ Do not use hoses to wash cars or equipment.</li> <li>○ Turn off and drain ornamental fountains and water features</li> </ul> </li> <li>• Suspend accepting applications for new water service.</li> <li>• Existing applications for new water service continue to be processed.</li> <li>• New water service connections are made.</li> </ul>	Projected Supplies greater than 55% of Entitlement.

STAGE	WATER SUPPLY CONDITION	RESPONSE ACTIONS	RELIEF OF RESTRICTIONS
IV	Supplies Projected at 50% of Entitlements (84 AFY)	<ul style="list-style-type: none"> <li>• Turn off all automated irrigation systems.</li> <li>• Encourage customers to implement the following practices: <ul style="list-style-type: none"> <li>○ All Stage I, II, and III measures.</li> <li>○ Do not use District water for irrigation/outdoor uses of any sort.</li> <li>○ Attempt to limit water use to 50 gal/person - day</li> </ul> </li> <li>• New applications for water service are NOT accepted (Stage III)</li> <li>• Cease processing existing applications for new water service.</li> <li>• New water service connections are made only to projects with preexisting service commitments.</li> </ul>	Projected Supplies greater than 50% of Entitlement.
V	Supplies Projected at 40% of Entitlements (67 AFY)	<ul style="list-style-type: none"> <li>• Declaration of a Water Shortage Emergency in accordance with CA Water Code Section 350.</li> <li>• Suspend all new water service connections.</li> <li>• Encourage customers to implement all Stage I-IV measures and to use only the absolute minimum water necessary for health and sanitation purposes. <ul style="list-style-type: none"> <li>○ All Stage I, II, and III measures.</li> <li>○ Do not use District water for irrigation/outdoor uses of any sort.</li> <li>○ Do not drain or fill swimming pools or spas.</li> <li>○ All measures possible to reduce water use.</li> </ul> </li> <li>• New applications for water service are NOT accepted (Stage III)</li> <li>• Existing applications for new water service are not processed (Stage IV)</li> <li>• Suspend Processing of Existing Will Serves</li> </ul>	Projected Supplies greater than 40% of Entitlement.

**General Notes**

1. The District’s current water supply entitlements include 68 Acre-ft per year (AFY) of Lake Lopez Water and 100 AFY of State Water.
2. The District historically has used approximately 80 – 90 AF of water per year.

## **PUBLIC NOTICE**

### **AVILA BEACH COMMUNITY SERVICES DISTRICT NOTICE OF PUBLIC HEARING**

**NOTICE IS HEREBY GIVEN** that a public hearing will be held by the Avila Beach Community Services District (District) on the following item:

#### **ADOPTING WATER CONSERVATION AND EMERGENCY WATER SHORTAGE REGULATIONS PURSUANT TO WATER CODE § 375**

**Date and Time of Hearing:** Tuesday, May 24, 2014 at 7:00 p.m.

**Place of Hearing:** Avila Beach Community Center  
181 San Miguel Street  
Avila Beach, California

**The Avila Beach Community Services District Board of Directors will consider adopting a resolution adopting water conservation and emergency water shortage regulations pursuant to Water Code Section 375.**

Any person affected or concerned by this issue may bring comments to the District before the public hearing or appear and be heard in support of or in opposition to the above-described options at the time of the hearing.

If you challenge the District's action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the District at, or prior to, the public hearing.

Failure of any person to receive the notice shall not constitute grounds for any court to invalidate the action of the legislative body for which the notice was given.

Dated: May 13, 2016

  
\_\_\_\_\_  
Brad Hagemann  
General Manager and Secretary to the Board  
Avila Beach Community Services District




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

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: May 24, 2016

SUBJECT: Presentation and Review of Preliminary FY 2016-17 Budget

Recommendation:

1. Receive and provide comments on the Preliminary FY 2016/17 Budget
2. Advertise two weeks in advance for a public hearing and anticipated adoption of the Final Budget on June 14<sup>th</sup>, 2016.

Funding:

Revenues and Expenditures for FY 2016-17 are to be administered in accordance with the adopted budget.

Discussion:

Each year the District must prepare and adopt an operating and capital projects budget for the coming Fiscal Year. The budget preparation process includes any adjustments to the water and/or sewer fee schedules. In June 2014, the Board adopted a five year rate schedule that included increasing the water rates by 10% and the sewer rates by 25% on July 1<sup>st</sup> of each year through July 1, 2018. The current monthly residential rates are \$49.25 for Water and \$44.90 for Sewer.

Staff met with the Finance Committee on April 14, 2016, to review the FY 2016/17 Preliminary Budget. Among other things, the Committee considered increasing the water and sewer rates the full amount approved in June 2014 or by a lesser amount. The Committee concluded that it was in the District's best interest to increase the rates the full amount this year and then consider a lesser increase next fiscal year.

Attached is a Preliminary FY 2016/17 budget that includes a 10% Water and 25% Sewer rate increase as approved through the June 2014, Prop 218 hearing process. Staff will present an overview of the projected FY 2015/16 year-end budget figures and the preliminary FY 2016/17 operating budget and capital projects budget at our May 24, 2016, meeting for the Board's review and comment. Staff anticipates that the Board will consider final adoption of the FY 2016/17 budget at the Board's June 14<sup>th</sup>, 2016 regularly scheduled meeting.

A formal Public Hearing Notice for the budget adoption will be published at least two weeks in advance of the June 14<sup>th</sup>, 2016 hearing date.

Avila Beach Community Services District

Preliminary

**Draft**

**2016/17 Fiscal Year Budget**

Presented to the Board of Directors

May 24, 2016

Peter Kelley, President  
John Janowicz, Vice President  
Lynn Helenius  
Ken San Filippo

Proposed by:

Brad Hagemann  
General Manager/District Engineer

**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Budget Summary**

Avila Beach Community Services District

Draft Budget ( 10%\_25%)

Combined Detail

Fiscal Year 2016/17

Ordinary Income/Expense	Admin	General	Sanitary	Water	Street Lights	Solid Waste	Total
<b>Income</b>							
4003 · Operating Revenue	0	0	475,000	467,500	0	16,000	958,500
4005 · Late Charge Penalty	0	0	0	1,000	0	0	1,000
4007 · Harbor Charges	0	0	60,000	0	1,200	0	61,200
4009 · County Taxes	0	220,000	236,000	80,000	15,500	0	551,500
4029 · Interest Income	0	6,500	0	0	0	0	6,500
4039 · Plan Check Income	0	0	2,500	1,000	0	0	3,500
4059 · Rental Income	0	38,000	0	0	0	0	38,000
4069 · Installation Fees	0	0	0	0	0	0	0
4079 · Contract Services Amb	0	2,500	0	0	0	0	2,500
4089 · Misc Income (Refunds//	0	0	0	0	0	0	0
<b>Total Income</b>	<b>0</b>	<b>267,000</b>	<b>773,500</b>	<b>549,500</b>	<b>16,700</b>	<b>16,000</b>	<b>1,622,700</b>
<b>Expense</b>							
5280 · Payroll Expenses	35,000	0	0	0	0	0	35,000
5230 · Payroll Taxes	560	0	0	0	0	0	560
5250 · PERS	15,000	0	0	0	0	0	15,000
5260 · Work Comp Insurance	854	0	0	0	0	0	854
5242 · Health Insurance	10,200	0	0	0	0	0	10,200
6160 · Training	5,000	0	0	0	0	0	5,000
6570 · Safety Gear	0	0	450	50	0	0	500
6130 · LAFCo Fees	5,000	0	0	0	0	0	5,000
6120 · Dues & Subscriptions	4,000	0	500	500	0	0	5,000
6535 · Insurance	0	5,000	5,000	4,800	0	0	14,800
6585 · Telephone	3,000	0	4,000	0	0	0	7,000
6140 · Office Supplies & Post	7,500	0	1,500	1,200	0	0	10,200
6503 · Chemicals	0	0	70,000	2,000	0	0	72,000
6550 · Operating Supplies	0	0	8,000	6,000	0	0	14,000
6575 · Small Tools	0	0	500	500	0	0	1,000
6145 · Public Notices	1,000	0	0	0	0	0	1,000
6510 · Critical Spare Parts	0	0	15,000	5,000	0	0	20,000
6520 · Equip Repairs & Mainte	2,500	0	30,000	5,000	0	0	37,500
6530 · Generator Maintenance	0	0	4,000	0	0	0	4,000
6900 · Yard Improvements	0	0	0	500	0	0	500
6580 · Solids Handling	0	0	30,000	0	0	0	30,000
6165 · Fuel & Travel	500	0	1,000	500	0	0	2,000
6590 · Utilities	2,000	0	24,000	2,000	12,500	0	40,500
6155 · Rent	9,500	0	0	0	0	0	9,500
6825 · Weed Abatement	n/a	75	0	0	0	0	75
6560 · Plan Checks	125,000	0	2,500	1,000	0	0	3,500
6505 · Contract Labor	0	175,000	185,000	70,000	0	0	555,000

Avila Beach Community Services District

Draft Budget (10%\_25%)

Combined Detail

Fiscal Year 2016/17

Combined	Admin	General	Sanitary	Water	Street Lights	Solid Waste	Total
6135 · Legal	25,000	0	10,000	2,000	0	0	37,000
6525 · Fat Oil & Grease Progr	0	0	6,000	0	0	0	6,000
6515 · Engineering	0	0	25,000	20,000	0	0	45,000
6543 · Management	0	0	0	0	0	0	0
6102 · Accounting	15,000	0	0	0	0	0	15,000
6565 · Regulatory Permit Compliance	0	0	25,000	10,000	0	0	35,000
6540 · Lab Tests	0	0	45,000	2,000	0	0	47,000
6555 · Permits & Fees	0	0	10,000	4,500	0	0	14,500
6541 · Licenses	0	0	0	200	0	0	200
6805 · State Water	0	0	0	125,000	0	0	125,000
6802 · Lopez Water	0	0	0	100,000	0	0	100,000
6545 · Miscellaneous	0	0	0	0	0	0	0
<b>Sub total Operating Expense</b>	<b>266,614</b>	<b>180,075</b>	<b>502,450</b>	<b>362,750</b>	<b>12,500</b>	<b>0</b>	<b>1,324,389</b>
Allocation of Admin Transfer		10%	45%	35%	5%	5%	
6104 · Administrative Transfer	-266,614	26,661	119,976	93,315	13,331	13,331	0
<b>Total Expense</b>	<b>0</b>	<b>206,736</b>	<b>622,426</b>	<b>456,065</b>	<b>25,831</b>	<b>13,331</b>	<b>1,324,389</b>
1600 · Fixed Assets Depreciat	0	0	100,474	29,680	0	0	130,154
<b>Net Profit/ Loss</b>	<b>0</b>	<b>60,264</b>	<b>50,600</b>	<b>63,755</b>	<b>-9,131</b>	<b>2,669</b>	<b>168,157</b>

Updated: 4/14/16

## Budget Comparison

Revenue	15/16 Budget	15/16 Projected	16/17 Proposed	Difference between 16/17 Proposed & 15/16 Adopted
Admin	0	0	0	0
General	\$253,550	\$254,350	\$267,000	\$13,450
Sanitary	\$668,825	\$666,500	\$773,500	\$104,675
Water	\$506,725	\$502,000	\$549,500	\$42,775
Street Lights	\$16,150	\$16,200	\$16,700	\$550
Solid Waste	\$13,800	\$15,750	\$16,000	\$2,200
<b>Combined</b>	<b>\$1,459,050</b>	<b>\$1,454,800</b>	<b>\$1,622,700</b>	<b>\$163,650</b>

<b>Expenses</b>				
Admin Costs (to be split to funds)	\$270,226	\$250,527	\$266,614	(\$3,612)
Funds including Admin Split				
General 10%	\$188,115	\$191,138	\$206,736	\$18,621
Sanitary 45%	\$705,652	\$663,557	\$622,426	(\$83,225)
Water 35%	\$463,529	\$411,434	\$456,265	(\$7,264)
Street Lights 5%	\$13,500	\$26,026	\$25,831	\$12,331
Solid Waste 5%	\$10,387	\$12,526	\$13,331	\$2,944
<b>Combined</b>	<b>\$1,381,183</b>	<b>\$1,304,682</b>	<b>\$1,324,589</b>	<b>(\$60,206)</b>

Net Income / Loss without Depreciation	\$77,867	\$150,118	\$298,111
Depreciation (from Audit)	\$130,154	\$130,154	\$130,154
<b>Total Expenses including Depreciation</b>	<b>\$1,511,337</b>	<b>\$1,434,836</b>	<b>\$1,454,743</b>
Net Income / Loss including Depreciation	(\$52,287)	\$19,964	\$167,957

Update: 4/15/16

**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Administrative Fund**

# Avila Beach Community Services District Administration Budget

Fiscal Year 2016/17

Ordinary Income/Expense	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
<b>Administrative</b>					
<b>Income</b>					
4010 · Operating Revenue	0	0		0	
4070 · Late Charge Penalty	0	0		0	
4050 · Harbor Charges	0	0		0	
4030 · County Taxes	0	0		0	
4500 · Interest Income	0	0		0	
4080 · Plan Check Income	n/a	n/a		0	
4090 · Rental Income	0	0		0	
4060 · Installation Fees	0	0		0	
4020 · Contract Services Ambulance	0	0		0	
4089 · Misc Income (Refunds/PWS)	0	0		0	
<b>Total Income</b>	<b>0</b>	<b>0</b>		<b>0</b>	
<b>Expense</b>					
5200 · Payroll Expenses	35,000	34,000		35,000	
5230 · Payroll Taxes	560	560		560	
5250 · PERS	2,275	15,000		15,000	\$3k EE \$12k Retiree unfunded liability
5260 · Work Comp Insurance	854	830		854	
5242 · Health Insurance	12,000	10,000		10,200	
6160 · Training	3,000	1,000		5,000	Board Direction to Increase
6560 · Safety Gear	0	0		0	
6130 · LAFCo Fees	4,300	4,500		5,000	
6120 · Dues & Subscriptions	4,000	3,800		4,000	
6535 · Insurance	0	0		0	
6885 · Telephone	2,400	3,000		3,000	
6140 · Office Supplies & Postage	5,500	7,500	New Server and set-up	7,500	El Dorado software upgrade \$2000
6503 · Chemicals	0	0		0	
6550 · Operating Supplies	0	0		0	
6145 · Public Notices	1,000	1,000		1,000	
6520 · Equip Repairs & Maint	2,000	2,500	IT support	2,500	Set-up separate IT Support account
6900 · Yard Improvements	0	0		0	
6165 · Fuel & Travel	500	500		500	
6590 · Utilities	2,000	2,000		2,000	



# Avila Beach Community Services District Administration Budget

Fiscal Year 2016/17

Administrative	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
6155 · Rent	9,337	9,337		9,500	
6560 · Plan Checks	n/a	n/a		n/a	
6505 · Contract Labor	85,000	85,000		125,000	Contract GM
6135 · Legal	30,000	15,000	Legal attending Board mtgs as needed	25,000	Continue existing as-needed policy
6515 · Engineering	58,000	35,000			Moved to Contract Labor
6543 · Management	5,000	5,000	Moved to Contract Labor		Move to Contract Labor
6102 · Accounting	7,500	15,000	Included Audit and Accounting	15,000	Establish separate line item for Audit?
6540 · Lab Tests	0	0		0	
6555 · Permits & Fees	0	0		0	
6541 · Licenses	0	0		0	
6805 · State Water	0	0		0	
6802 · Lopez Water	0	0		0	
6545 · Miscellaneous	0	0		0	
6104 · Administrative Transfer	0	0		0	
<b>Total Expense</b>	<b>270,226</b>	<b>250,527</b>		<b>266,614</b>	

Administrative costs spread to other funds: Street Lights & Solid Waste 5% each, General 10% Water 35% & Sanitary 45%

Notes:

Rent amount to change probably COLA increase

**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**General Fund/Fire Department**

**Avila Beach Community Services District  
General Budget  
Fiscal Year 2016/17**

General	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4010 · Operating Revenue					
4070 · Late Charge Penalty					
4050 · Harbor Charges					
4030 · County Taxes	209,000	209,000		220,000	70% GF Tax
4600 · Interest Income	5,000	6,500		6,500	LAIF interest
4080 · Plan Check Income	0			0	
4090 · Rental Income	36,350	36,350		38,000	5% increase per with/lease
4060 · Installation Fees	2,700		No longer using	2,500	
4020 · Contract Services Ambulance	500	2,500			
4089 · Misc Income (Refunds/PWS)					
<b>Total Income</b>	<u>253,550</u>	<u>254,350</u>		<u>267,000</u>	
<b>Expense</b>					
5200 · Payroll Expenses					
5210 · Gross Wages	0	0		0	
<b>Total 5200 · Payroll Expenses</b>	<u>0</u>	<u>0</u>		<u>0</u>	
5230 · Payroll Taxes					
503M · Medicare	0	0		0	
<b>Total 5230 · Payroll Taxes</b>	<u>0</u>	<u>0</u>		<u>0</u>	
5250 · PERS	0			0	
5260 · Work Comp Insurance	0			0	
5242 · Health Insurance	0			0	
5560 · Safety Gear	0			0	
6130 · LAFCo Fees	0			0	
6120 · Dues & Subscriptions	0			0	
6535 · Insurance	4,800	4,800		5,000	
6585 · Telephone	0			0	
6140 · Office Supplies & Postage	0			0	
6503 · Chemicals	0			0	
6550 · Operating Supplies	0			0	
6145 · Public Notices	0			0	
6542 · Maintenance	0			0	
6165 · Fuel & Travel	0			0	
6590 · Utilities	0			0	
6825 · Weed Abatement	75			75	
6505 · Contract Labor	161,285	161,285		175,000	in accordance with CDF Contract
6135 · Legal	0			0	
6515 · Engineering	0			0	
6543 · Management	0			0	
6102 · Accounting	0			0	
6540 · Lab Tests	0			0	
6555 · Permits & Fees	0			0	
6541 · Licenses	0			0	

**Avila Beach Community Services District**  
**General Budget**  
 Fiscal Year 2016/17

	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
<b>General</b>					
6805 · State Water	0			0	
6802 · Lopez Water	0			0	
6545 · Miscellaneous	0			0	
<b>Sub Total Operating Expense</b>	<u>166,160</u>	<u>166,085</u>		<u>180,075</u>	
6104 · Administrative Transfer	21,955	25,053		26,661	10% of Admin Costs
<b>Total Operating Expense</b>	<u>188,115</u>	<u>191,138</u>		<u>206,736</u>	
<b>Net Income/ Expense</b>	<b>65,435</b>	<b>63,212</b>		<b>60,264</b>	

Notes:

**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Sanitary Fund**

**Avila Beach Community Services District**  
**Sanitary Budget**  
 Fiscal Year 2016/17

Sanitary Ordinary Income/Expense	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
<b>Income</b>					
4003 · Operating Revenue	400,000	380,000		475,000	25% rate increase
4005 · Late Charge Penalty	1,000	0		0	Rolled in to Revenue
4007 · Harbor Charges	50,000	60,000		60,000	
4009 · County Taxes	215,325	225,000		236,000	5% estimated increase
4029 · Interest Income	0			0	
4039 · Plan Check Income	2,500	1,500		2,500	New Projects
4059 · Rental Income	0			0	
4069 · Installation Fees	0			0	
4079 · Contract Services Ambulance	0			0	
4089 · Misc Income (Refunds/PWS)	0			0	
<b>Total Income</b>	<b>668,825</b>	<b>666,500</b>		<b>773,500</b>	
<b>Expense</b>					
5200 · Payroll Expenses					
5210 · Gross Wages	0	0		0	
<b>Total 5200 · Payroll Expenses</b>	<b>0</b>	<b>0</b>		<b>0</b>	
5230 · Payroll Taxes					
503M · Medicare	0	0		0	
<b>Total 5230 · Payroll Taxes</b>	<b>0</b>	<b>0</b>		<b>0</b>	
5250 · PERS	0			0	
5260 · Work Comp Insurance	0			0	
5242 · Health Insurance	0			0	
6570 · Safety Gear	450	320	Gloves/Safety gear	450	
6130 · LAFCo Fees	0			0	
6120 · Dues & Subscriptions	500	350		500	Underground Service Alert
6535 · Insurance	5,000	5,000		5,000	Rates anticipated to remain stable
6585 · Telephone	4,000	3,500		4,000	SCADA line & plant line
6140 · Office Supplies & Postage	1,500	1,000		1,500	
6503 · Chemicals	48,000	65,000		70,000	Significant increase in chemicals
6550 · Operating Supplies	8,000	7,500		8,000	
6575 · Small Tools	500	350		500	
6145 · Public Notices	100			0	Move to Admin 6145
6510 · Critical Spare Parts	15,000	10,000		15,000	

**Avila Beach Community Services District**  
**Sanitary Budget**  
 Fiscal Year 2016/17

	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
<b>Sanitary</b>					
6520 · Equip Repairs & Maintenance	25,000	25,000		30,000	age of equipment
6530 · Generator Maintenance	2,500	4,100		4,000	
6900 · Yard Improvements					Include in 5520
6580 · Solids Handling	30,000	28,000		30,000	Bio Solids Transport & Disposal
6165 · Fuel & Travel	1,000	1,000		1,000	
6590 · Utilities	24,000	24,000		24,000	Rates Stable
<b>Power</b>					
<b>Water, Sewer, Trash</b>					
6560 · Plan Checks	2,500	2,500		2,500	
6505 · Contract Labor	170,000	170,000		185,000	Anticipates 5% increase
6135 · Legal	3,000	6,000		10,000	Anticipates additional support for permit renewal
6525 · Fat Oil & Grease Program	6,000	5,200		6,000	Contract program
6515 · Engineering	25,000	7,500		25,000	Contract as needed Non-CIP
6543 · Management					
6102 · Accounting					
6565 · Regulatory Permit Compliance	25,000	1,500	No Permit Renewal yet	25,000	Contract as needed
6540 · Lab Tests	45,000	42,000		45,000	
6555 · Permits & Fees	10,000	9,000		10,000	anticipates 10% increase
6541 · Licenses	0	0		0	Combine with Permits & Fees
6805 · State Water	0	0		0	No Pending Penalties
6545 · Miscellaneous	132,000	132,000		502,450	
<b>Sub Total Operating Expense</b>	<b>584,050</b>	<b>550,820</b>	Water Board Settlement	<b>502,450</b>	
6104 · Administrative Transfer	121,602	112,737		119,976	45% of Admin Cost
<b>Total Operating Expense</b>	<b>705,652</b>	<b>663,557</b>		<b>622,426</b>	
<b>170 · Fixed Assets Depreciation</b>	<b>100,474</b>	<b>100,474</b>		<b>100,474</b>	
<b>Net Income/ Expense</b>	<b>-137,301</b>	<b>-97,531</b>		<b>50,600</b>	

Notes:

**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Water Fund**



# Avila Beach Community Services District Water Budget

Fiscal Year 2016/17

Water	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4003 · Operating Revenue	430,000	425,000		467,500	10% rate increase
4005 · Late Charge Penalty	1,000	1,000		1,000	
4007 · Harbor Charges	0			0	
4009 · County Taxes	74,725	75,000		80,000	25% GF tax
4029 · Interest Income	0			0	
4039 · Plan Check Income	1,000	1,000		1,000	
4059 · Rental Income	0			0	
4069 · Installation Fees	0			0	
4079 · Contract Services Ambulance	0			0	
4089 · Misc Income (Refunds/PWS)	0			0	
<b>Total Income</b>	<u>506,725</u>	<u>502,000</u>		<u>549,500</u>	
<b>Expense</b>					
5200 · Payroll Expenses					
5210 · Gross Wages	0	0		0	
<b>Total 5200 · Payroll Expenses</b>	<u>0</u>	<u>0</u>		<u>0</u>	
5230 · Payroll Taxes					
503M · Medicare	0	0		0	
<b>Total 5230 · Payroll Taxes</b>	<u>0</u>	<u>0</u>		<u>0</u>	
5250 · PERS	0			0	
5260 · Work Comp Insurance	0			0	
5242 · Health Insurance	0			0	
6570 · Safety Gear	50			50	
6130 · LAFCo Fees	0			0	
6120 · Dues & Subscriptions	500	500		500	
6535 · Insurance	4,800	4,800		4,800	
6585 · Telephone	0			0	
6140 · Office Supplies & Postage	1,200	1,200		1,200	
6503 · Chemicals	2,000	2,000		2,000	
6500 · Operating Supplies	6,000	6,000		6,000	
6575 · Small Tools	500	250		500	
6145 · Public Notices	200	100		200	
6510 · Critical Spare Parts	5,000	4,500		5,000	

Avila Beach Community Services District

Water Budget

Fiscal Year 2016/17

	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
<b>Water</b>					
6520 · Equip Repairs & Maint	5,000	8,200		5,000	
6900 · Yard Improvements	500	500	New Solar Panel	500	
6165 · Fuel & Travel	500	500		500	
6590 · Utilities	2,000	1,500		2,000	Reimbursable account
6560 · Plan Checks	7,500	1,500		1,000	Contract Operations COLA
6505 · Contract Labor	70,000	65,000		70,000	for water specific needs
6135 · Legal	2,000	2,000		2,000	Contract as needed Non-CIP
6515 · Engineering	20,000	1,500		20,000	
6543 · Management	0			0	
6102 · Accounting	0			0	
6565 · Regulatory Permit Compliance	10,000	2,500		10,000	Contract as needed
6540 · Lab Tests	2,000	2,000		2,000	
6555 · Permits & Fees	4,000	4,200		4,500	Anticipates slight increase
6541 · Licenses	200	0		200	Roll to 6555
6805 · State Water	125,000	105,000		125,000	includes est. Drought Buffer cost
6802 · Lopez Water	100,000	110,000		100,000	Will take/less Lopez Water this year
568 · Water Reserve	0			0	
6545 · Miscellaneous	0			0	
<b>Sub Total Operating Expense</b>	<b>368,950</b>	<b>323,750</b>		<b>362,950</b>	
6104 · Administrative Transfer	94,579	87,684		93,315	35% of Admin Cost
<b>Total Operating Expense</b>	<b>463,529</b>	<b>411,434</b>		<b>456,265</b>	
<b>1600 · Fixed Assets Depreciation</b>	<b>29,680</b>	<b>29,680</b>		<b>29,680</b>	
<b>Net Income/ Expense</b>	<b>13,516</b>	<b>60,886</b>		<b>63,555</b>	

Notes:

**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Street Lighting Fund**

Avila Beach Community Services District  
**Light Budget**  
 Fiscal Year 2016/17

Light	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4010 · Operating Revenue	0			0	
4070 · Late Charge Penalty	0			0	
4050 · Harbor Charges	1,200	1,200		1,200	
4030 · County Taxes	14,950	15,000		15,500	5% GF Tax
4600 · Interest Income	0			0	
4080 · Plan Check Income	0			0	
4090 · Rental Income	0			0	
4060 · Installation Fees	0			0	
4020 · Contract Services Ambulance	0			0	
4089 · Misc Income (Refunds/PWS)					
<b>Total Income</b>	<b>16,150</b>	<b>16,200</b>		<b>16,700</b>	
<b>Expense</b>					
5200 · Payroll Expenses					
5210 · Gross Wages	0	0		0	
<b>Total 5200 · Payroll Expenses</b>	<b>0</b>	<b>0</b>		<b>0</b>	
5230 · Payroll Taxes					
503M · Medicare	0	0		0	
<b>Total 5230 · Payroll Taxes</b>	<b>0</b>	<b>0</b>		<b>0</b>	
5250 · PERS	0			0	
5260 · Work Comp Insurance	0			0	
5242 · Health Insurance	0			0	
6167 · Uniforms	0			0	
6130 · LAFCo Fees	0			0	
6120 · Dues & Subscriptions	0			0	
6535 · Insurance	0			0	
6585 · Telephone	0			0	
6140 · Office Supplies & Postage	0			0	
6503 · Chemicals	0			0	
6550 · Operating Supplies	0			0	
6567 · Repairs	0			0	
6542 · Maintenance	1,000	1,000		0	Moved?
6165 · Fuel & Travel	0			0	
6590 · Utilities	12,500	12,500		12,500	
<b>Town Lights</b>	<b>7,200</b>	<b>7,200</b>		<b>7,200</b>	
Front Street	5,300	5,300		5,300	
6505 · Contract Labor	0			0	
6135 · Legal	0			0	
6515 · Engineering	0			0	
6543 · Management	0			0	
6102 · Accounting	0			0	
6540 · Lab Tests	0			0	
6555 · Permits & Fees	0			0	
6541 · Licenses	0			0	

Avila Beach Community Services District

Light Budget

Fiscal Year 2016/17

	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
Light					
6805 · State Water	0			0	
6802 · Lopez Water	0			0	
6545 · Miscellaneous	0			0	
Sub Total Operating Expense	13,500	13,500		12,500	
6104 · Administrative Transfer	0	12,526		13,331	
Total Operating Expense	13,500	26,026		25,831	5% of Admin Cost
Net Income/ Expense	2,650	-9,826		-9,131	

**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Solid Waste Fund**

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

Fiscal Year 2016/17

	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4010 · Operating Revenue	13,800	15,750		16,000	
4070 · Late Charge Penalty	0			0	
4050 · Harbor Charges	0			0	
4030 · County Taxes	0			0	
4600 · Interest Income	0			0	
4080 · Plan Check Income	0			0	
4090 · Rental Income	0			0	
4060 · Installation Fees	0			0	
4020 · Contract Services Ambulance	0			0	
4089 · Misc Income (Refunds/PWS)	0			0	
<b>Total Income</b>	<u>13,800</u>	<u>15,750</u>		<u>16,000</u>	<i>Franchise Fee</i>
<b>Expense</b>					
5200 · Payroll Expenses	0			0	
5210 · Gross Wages	0			0	
<b>Total 5200 · Payroll Expenses</b>	<u>0</u>			<u>0</u>	
5230 · Payroll Taxes	0			0	
503M · Medicare	0			0	
<b>Total 5230 · Payroll Taxes</b>	<u>0</u>			<u>0</u>	
5250 · PERS	0			0	
5260 · Work Comp Insurance	0			0	
5242 · Health Insurance	0			0	
6167 · Uniforms	0			0	
6130 · LAFCo Fees	0			0	
6120 · Dues & Subscriptions	0			0	
6535 · Insurance	0			0	
6585 · Telephone	0			0	
6140 · Office Supplies & Postage	0			0	
6503 · Chemicals	0			0	
6550 · Operating Supplies	0			0	

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

Fiscal Year 2016/17

	<u>15/16 Budget</u>	<u>15/16 Projected</u>	<u>15/16 Comments</u>	<u>16/17 Proposed Budget</u>	<u>16/17 Comments</u>
<b>Solid Waste</b>					
6567 · Repairs	0			0	
6542 · Maintenance	0			0	
6165 · Fuel & Travel	0			0	
6590 · Utilities	0			0	
Town Lights	0			0	
Front Street	0			0	
6505 · Contract Labor	0			0	
6135 · Legal	0			0	
6515 · Engineering	0			0	
6543 · Management	0			0	
6102 · Accounting	0			0	
6540 · Lab Tests	0			0	
6555 · Permits & Fees	0			0	
6541 · Licenses	0			0	
6805 · State Water	0			0	
6802 · Lopez Water	0			0	
6545 · Miscellaneous	0			0	
<b>Sub Total Operating Expense</b>	<u>0</u>			<u>0</u>	
6104 · Administrative Transfer	<u>10,387</u>	<u>12,526</u>		<u>13,331</u>	5% of Admin Cost
<b>Total Operating Expense</b>	<u>10,387</u>	<u>12,526</u>		<u>13,331</u>	
<b>Net Income/ Expense</b>	<b>3,413</b>	<b>3,224</b>		<b>2,669</b>	



**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Water and Sewer Rates**

AVILA BEACH COMMUNITY SERVICES DISTRICT  
SCHEDULE A

ABCSD ADOPTED MONTHLY RATE STRUCTURE EFFECTIVE 7/1/16

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

Adopted Water Rate increase 10%

Adopted Sewer Rate Increase 25%

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

Each unit of water is approximately 748 gallons

current rates set by Resolution 2014-07

**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Water and Sewer Capacity Fees**

**RESOLUTION NO. 2013- 08**

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

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

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

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

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

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

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

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

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

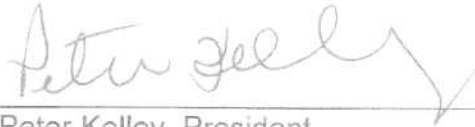
**PASSED AND ADOPTED** by the Board of Directors of the Avila Beach Community Services District this 10th day of December, 2013, on the following roll call vote:

AYES: Rowe, Janowicz, Waldron, Kelley

NOES: None

ABSENT: Richards

ABSTAIN: None



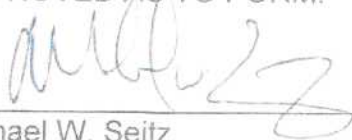
Peter Kelley, President  
Avila Beach Community Services District

ATTEST:



John Wallace  
District General Manager and  
Secretary to the Board

APPROVED AS TO FORM:



Michael W. Seitz  
District Legal Counsel

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

Type of Use	Existing Water Capacity Fee <sup>1,2</sup>	Equivalence to a 2-Bedroom SFR Unit <sup>3</sup>	Scenario 1	Scenario 2
			Updated Capacity Fee Based on 2-Bedroom Equivalency	Updated Capacity Fee Based on 2-Bedroom Equivalency
Single Family Residence or Condominium, per Residence				
One Bedroom	\$4,780.57	0.67	\$3,442	\$4,301
Two Bedroom	\$7,170.86	1.00	\$5,163	\$6,452
Three Bedroom	\$9,561.15	1.33	\$6,884	\$8,602
Four Bedroom	\$11,951.43	1.67	\$8,605	\$10,753
Multi Dwelling				
One Bedroom	\$3,824.46	0.53	\$2,754	\$3,441
Two Bedroom	\$5,736.69	0.80	\$4,130	\$5,161
Three Bedroom	\$7,648.92	1.07	\$5,507	\$6,882
Mobile Home	\$4,780.57	0.67	\$3,442	\$4,301
Barber Shop (per chair)	\$1,912.23	0.27	\$1,377	\$1,720
Beauty Shop (per chair)	\$2,390.29	0.33	\$1,721	\$2,151
Dentist Office (per chair)	\$14,341.72	2.00	\$10,325	\$12,903
Department Store (per employee)	\$764.69	0.11	\$551	\$688
or, if larger, (per 1,000 square feet)	\$2,292.92	0.32	\$1,652	\$2,063
Drug Store	\$9,561.15	1.33	\$6,884	\$8,602
w/Fountain Service add:	\$25,815.10	3.60	\$18,567	\$23,226
if Serving Meals add (per seat):	\$956.11	0.13	\$688	\$860
Laundry				
(per Standard washing machine)	\$19,122.29	2.67	\$13,768	\$17,205
Meat Market				
(per 1,000 square feet of floor area)	\$956.11	0.13	\$688	\$860
Motel or Hotel (per room)	\$2,390.29	0.33	\$1,721	\$2,151
Office Building				
(per employee)	\$478.06	0.07	\$344	\$430
or if larger, (per 1,000 square feet)	\$2,294.68	0.32	\$1,652	\$2,065
Physicians Office				
(per examining room)	\$3,824.46	0.53	\$2,754	\$3,441
Restaurant				
(per seat at 20 gallons per day per seat)	\$382.45	0.05	\$275	\$344
Theatre (per seat)	\$57.37	0.01	\$41	\$52
Other non water intensive establishments:				
(per 500 gallons per day)	\$9,561.15	1.33	\$6,884	\$8,602
Boarding School, Elem (per student)	\$1,434.17	0.20	\$1,033	\$1,290
Boarding School, Senior (per student)	\$1,912.23	0.27	\$1,377	\$1,720
Church (per seat)	\$57.37	0.01	\$41	\$52
Country Club (per member)	\$478.06	0.07	\$344	\$430
Civic Club (per member)	\$57.37	0.01	\$41	\$52
Elementary School (per student)	\$305.96	0.04	\$220	\$275
Nursing Homes (per bed)	\$2,868.34	0.40	\$2,065	\$2,581
Rooming House (per resident)	\$1,912.23	0.27	\$1,377	\$1,720
Summer Camps (per resident or camper)	\$1,147.34	0.16	\$826	\$1,032

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

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

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

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

Type of Use	Existing Water Capacity Fee	Equivalence to a 2-Bedroom SFR Unit <sup>1</sup>	Scenario 1 Updated Capacity Fee Based on 2-Bedroom Equivalency	Scenario 2 Updated Capacity Fee Based on 2-Bedroom Equivalency
Single Family Residence or Condominium, per Residence:				
One Bedroom	\$980.94	0.67	\$6,253	\$8,320
Two Bedroom	\$1,471.41	1.00	\$9,378	\$12,481
Three Bedroom	\$1,961.88	1.33	\$12,505	\$16,641
Four Bedroom	\$2,452.35	1.67	\$15,632	\$20,801
Multi Dwelling*				
One Bedroom	\$784.75	0.53	\$5,002	\$6,656
Two Bedroom	\$1,177.13	0.80	\$7,503	\$9,985
Three Bedroom	\$1,569.51	1.07	\$10,004	\$13,313
Mobile Home*	\$980.94	0.67	\$6,253	\$8,320
Barber Shop** (per chair)	\$392.38	0.27	\$2,501	\$3,328
Beauty Shop** (per chair)	\$490.47	0.33	\$3,126	\$4,160
Dentist Office** (per chair)	\$2,942.83	2.00	\$18,756	\$24,982
Department Store (per employee)	\$156.95	0.11	\$1,000	\$1,331
or, if larger, (per 1,000 square feet)	\$470.49	0.32	\$3,001	\$3,991
Drug Store**	\$1,961.88	1.33	\$12,505	\$16,641
w/Fountain Service add:	\$5,297.09	3.60	\$33,785	\$44,931
if Serving Meals add (per seat)	\$166.19	0.13	\$1,251	\$1,664
Laundry**				
(per Standard washing machine)	\$3,923.77	2.67	\$25,011	\$33,282
Meat Market**				
(per 1,000 square feet of floor area)	\$196.19	0.13	\$1,251	\$1,664
Motel or Hotel (per room)	\$490.47	0.33	\$3,126	\$4,160
Office Building**				
(per employee)	\$98.09	0.07	\$625	\$832
or, if larger, (per 1,000 square feet)	\$470.65	0.32	\$3,001	\$3,994
Physicians Office**				
(per examining room)	\$784.75	0.53	\$5,002	\$6,656
Restaurant**				
(per seat at 20 gallons per day per seat)	\$78.48	0.05	\$500	\$666
Theatre** (per seat)	\$11.77	0.01	\$75	\$100
Other non water intensive establishments**				
(per 500 gallons per day)	\$1,961.88	1.33	\$12,505	\$16,641
Boarding School, Elem (per student)	\$294.28	0.20	\$1,876	\$2,496
Boarding School, Senior (per student)	\$392.38	0.27	\$2,501	\$3,328
Church (per seat)	\$11.77	0.01	\$75	\$100
Country Club (per member)	\$98.09	0.07	\$625	\$832
Civic Club** (per member)	\$11.77	0.01	\$75	\$100
Elementary School (per student)	\$62.78	0.04	\$400	\$533
Nursing Homes (per bed)	\$588.57	0.40	\$3,752	\$4,992
Rooming House (per resident)	\$392.38	0.27	\$2,501	\$3,328
Summer Camps (per resident or camper)	\$235.43	0.16	\$1,501	\$1,997

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

The following notes are applicable to the existing capacity fees:

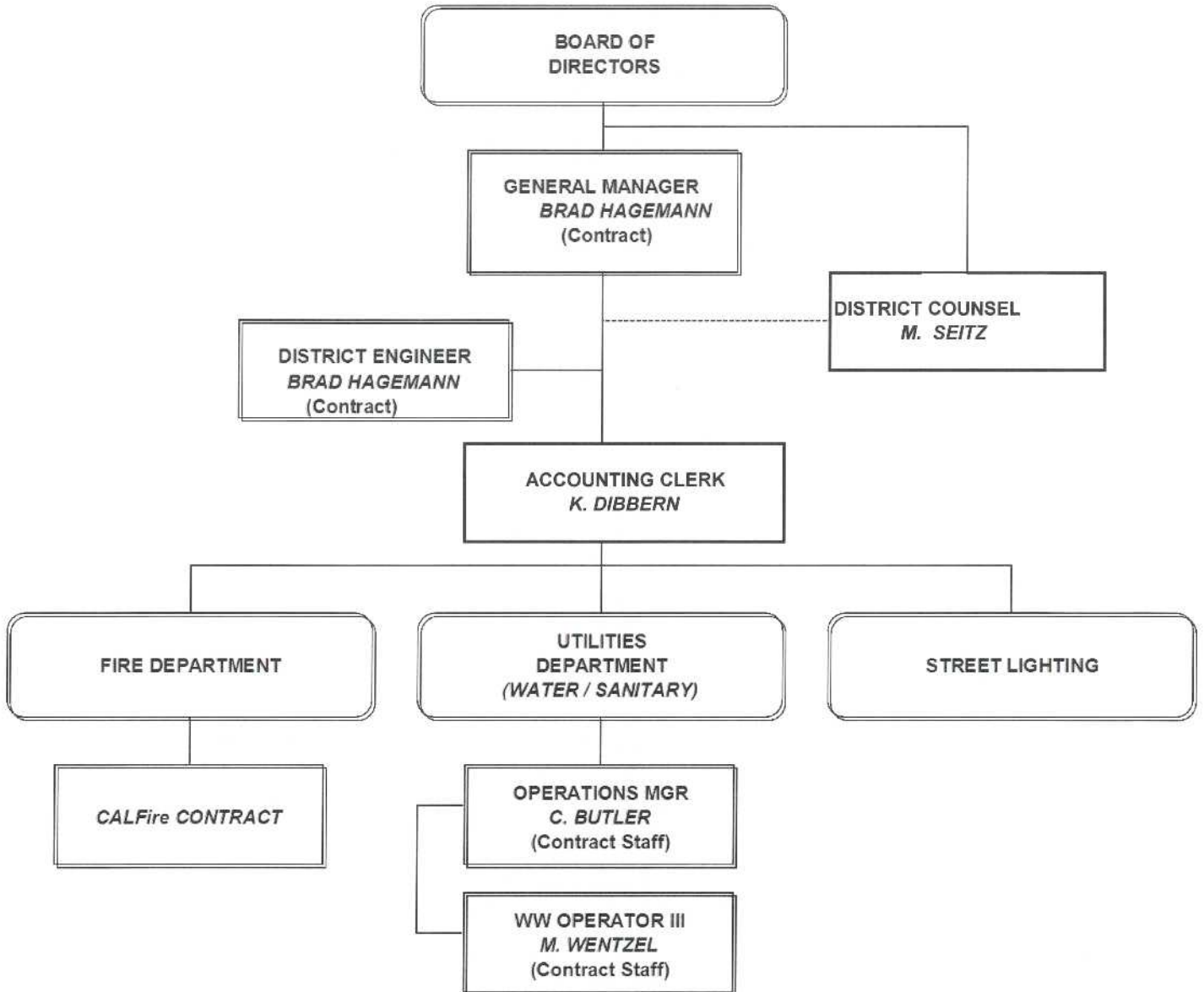
- A Uses in which a ratio of water used to sewage produced is essentially - 100% water used, 80% sewage produced, based upon \$1,997.54 per acre foot annual water use.
- B Uses in which a ratio of water used to sewage produced is essentially - 100% water used, 90% sewage produced, based upon \$2,208.36 per acre foot of water used, marked by \*
- C Uses in which essentially 100% of the water used is converted to sewage, based upon \$3,229.74 per acre foot of water used, marked by \*\*

**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**District Organization Chart**



**AVILA BEACH COMMUNITY SERVICES DISTRICT**  
*Table of Organization*



**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Fund Balances**

**AVILA BEACH COMMUNITY SERVICES DISTRICT**  
*Actual Account Cash Balances*  
*Estimated FY 2015/16 Ending Balances*

**LAIF - General**

Beginning Balance	07/01/15	\$ 2,211,678
Interest		\$ 7,955
Approx Ending Balance	07/01/16	\$ 2,219,633

**General Checking - Bank of America**

Account Closed and funds transferred to Heritage Oaks Checking

Approx Ending Balance	06/30/16	\$ 0.00
-----------------------	----------	---------

**Payroll Checking - Bank of America**

Approx Ending Balance	06/30/16	\$ 23,000
-----------------------	----------	-----------

**Water Security Deposits - Bank of America**

Account Closed and funds transferred to Heritage Oaks Checking

Approx Ending Balance	06/30/16	\$ 0.00
-----------------------	----------	---------

**General Checking - Heritage Oaks**

Approx Ending Balance	06/30/16	\$ 325,000
-----------------------	----------	------------

**Totals**

Approx Ending Balance	06/30/15	\$ 2,567,633
-----------------------	----------	--------------

**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Capital Equipment/Projects**

2016/17 Fiscal Year Budget  
 Avila Beach Community Services District  
 Preliminary Capital Improvement Program

Item Description		Total 5 Years	2016/17 1	2017/18 2	2018/19 3	2019/20 4	2021/22 5
<b>Administration</b>							
ADM-1	General Administrative Capital Equipment	\$ 15,500	\$ 6,500	\$ 2,500	\$ 1,500	\$ 2,500	\$ 2,500
	<b>Subtotal:</b>	<b>\$ 15,500</b>	<b>\$ 6,500</b>	<b>\$ 2,500</b>	<b>\$ 1,500</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>
<b>Water</b>							
W-1	Storage System Improvements - Water Tank #1	\$ 35,000	\$ 35,000				
W-2	Water System Meter/Valve Replacement	\$ 250,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
W-3	Misc Water Line Replacements	\$ 150,000	\$ 50,000	\$ 50,000	\$ 50,000		
W-F5	Lopez Booster Pumps	\$ 125,000		\$ 50,000	\$ 75,000		
		\$ 0.00					
		\$ 0.00					
	<b>Subtotal:</b>	<b>\$ 560,000</b>	<b>\$ 135,000</b>	<b>\$ 150,000</b>	<b>\$ 175,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
<b>Wastewater</b>							
WW-1	WWTP Upgrade	\$ 1,550,000	\$ 125,000	\$ 100,000	\$ 125,000	\$ 800,000	\$ 400,000
WW-2	Effluent Line Repair	\$ 40,000	\$ 40,000				
WW-3	Chlorination System Improvements	\$ 50,000		\$ 50,000			
WW-4	Wastewater Collection Line Repair Contingency	\$ 70,000	\$ 10,000	\$ 20,000	\$ 20,000	\$ 20,000	
WW-5	Influent Wet Well Coating Repairs	\$ 40,000	\$ 40,000				
WW-7	Miscellaneous Wastewater Projects	\$ 225,000	\$ 25,000	\$ 50,000	\$ 50,000	\$ 100,000	
WW-9	Repair to Decking at WWTP	\$ 30,000	\$ 30,000				
WW-F3	First Street Sewer Line Replacement	\$ 200,000					\$ 200,000
WW-F4	Ocean Outfall Inspection and Benthic Monitoring	\$ 100,000			\$ 100,000		
WW-F5	Front Street Sewer Line Replacement	\$ 150,000				\$ 50,000	\$ 100,000
WW-F6	San Miguel Street Sewer Line Replacement	\$ 300,000			\$ 50,000	\$ 200,000	\$ 50,000
	<b>Subtotal:</b>	<b>\$ 2,755,000</b>	<b>\$ 270,000</b>	<b>\$ 220,000</b>	<b>\$ 345,000</b>	<b>\$ 1,170,000</b>	<b>\$ 750,000</b>
<b>Street Lighting</b>							
L-1	Repair or Replace Lights and Electrical Systems (As Needed)	\$ 37,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
	<b>Subtotal:</b>	<b>\$ 37,500</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>
<b>Total Capital Equipment / Projects by Fiscal year:</b>			<b>\$ 419,000</b>	<b>\$ 380,000</b>	<b>\$ 529,000</b>	<b>\$ 1,230,000</b>	<b>\$ 810,000</b>
<b>Total 5-Year Capital Equipment / Projects</b>		<b>\$ 3,368,000</b>					

**KEY**

ADM#= ADMINISTRATION

W#= WATER

W-F#= FUTURE WATER - NEXT FISCAL YEAR

WW#= WASTEWATER

WW-F#= FUTURE WASTEWATER - NEXT FISCAL YEAR

L#= STREET LIGHTING

\*= Maintenance Project (Cost Sharing is Flow Based, with PSLHD contributing 15% of the costs)

\*\*= Capital Improvement Project (Cost Sharing is Ownership Based, with PSLHD contributing 35% of the costs)