

AVILA BEACH COMMUNITY SERVICES DISTRICT

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

“SPECIAL” BOARD MEETING
11:00 AM Wednesday, October 10, 2018

BOARD MEETING LOCATION
100 SAN LUIS STREET
AVILA BEACH, CALIFORNIA

1. **CALL TO ORDER: 11:00 A.M.**
2. **ROLL CALL: Board Members:**
 - Pete Kelley, President
 - Lynn Helenius, Vice President
 - Ara Najarian, Director
 - Kristen Berry, Director
3. **PUBLIC COMMENT**

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

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

 - A. County Reports
 1. SLO County Sheriff Department
 2. CalFire/County Fire Department
 - B. Reports on Attended Conferences, Meetings, and General Communications of District Interest
5. **CONSENT ITEMS:**

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

 - A. Minutes of Sept 12th, 2018 Special Meeting
 - B. Monthly Financial Review for September

- C. General Manager and District Engineer Report
- D. Water and Wastewater Superintendent Reports for September

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. Board Director Vacancies
(Action Required: Receive Report and Consider Appointing a New Board Member to fill former Director Deweese's vacancy and accept Director Berry's application to remain on the Board)
- B. Removal of Wood Storage Building at WWTP
(Action Required: Receive Report and Authorize Staff to request quotes for demolition of existing wood building or Provide Other Direction to Staff)
- C. Revision to Water and Sewer Connection Fees Payment Schedule
(Action Required: Receive Staff Report and Consider Adopting Resolution No. 2018-09 and 2018-10)
- D. Update of District By-Laws
(Action Required: Receive Staff Report and Consider Adoption of Resolution No. 2018-11, Updating the District By-Laws)
- E. First Reading of an Ordinance Regarding Placement and Removal of Garbage and Recycled Materials Containers
(Action Required: Receive Staff Report and Provide Direction to Staff)
- F. Proposed Garbage Rate Increase
(Action Required: Receive Staff Report and Provide Direction to Staff)

8. COMMUNICATIONS/ CORESPONDENCE

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

9. Adjourn to next regularly scheduled meeting on Wednesday, November 14th, 2018 at 11:00 a.m.

Any writing or document pertaining to an open session item on this agenda which is distributed to a majority of the Board after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the District Administration Office, 100 San Luis Street, Avila Beach, CA during normal business hours. Consistent with the Americans with Disabilities Act and California Government Code Section 54954.2 requests for disability related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires the modification or accommodation in order to participate at the above referenced public meeting by contacting the District at 805-595-2664.

MINUTES OF "SPECIAL" MEETING
Sept. 12th, 2018

1. CALL TO ORDER

President Pete Kelley called the regular meeting of the Board of Directors of the Avila Beach Community Services District, to order at 11:00 a.m. on the above date, in the Avila Beach Community Service District Building, 100 San Luis Street, Avila Beach, California.

2. ROLL CALL

Board Members Present: Pete Kelley
 Lynn Helenius
 Kristin Berry
 Ara Najarian

Absent: None

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

3. PUBLIC COMMENTS

Aaron AnKee, a resident of San Luis Obispo expressed his opposition to Measure G. He urged the Board and Public to vote against it in the upcoming election.

4. INFORMATION AND DISCUSSION ITEMS

A. County Reports

1. SLO Sheriff:

Sheriff Chad Nicholson reported 59 calls for service during August. The calls included 8 suspicious persons calls, 12 disturbances, one petty theft and one grand theft from an unlocked vehicle. One assault took place between an employee and an employer over wages. Two female subjects blacked out at the beach after consuming alcohol at Mr. Rick's. They reported that something was slipped into their drinks to cause them to blackout. The hospital is analyzing their test results.

Cal Fire Report:

Cal Fire Battalion Chief Paul Lee received 59 calls for service last month, 34 were for medical aid. Chief Lee reported that the Redding fires are still burning. Ten extra fire fighters have been

assigned to our area for up to 2 months. The Sikorsky “Skycrane” helicopter has been assigned to Paso Robles.

Last month a car crash occurred at the corner of Ontario Road and Avila Beach Drive. The new tools recently purchased by CAL Fire were put to use. Both victims had to be extracted from their cars due to the impact of the crash. Brush is currently being clear for the fire break around Cave Landing Road over Spring Hill. As a reminder, pharmaceuticals are an essential part of your emergency kit. Don’t forget to update prescriptions in your medical kit to include a two-week supply in the case of natural disaster or emergency.

B. Reports on Conferences, Meetings and General Communications.

No Items to Report

5. CONSENT ITEMS

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

- A. Minutes of July 11th, 2018 Regular “Special” Meeting
- B. Monthly Financial Review for July & August
- C. General Manager and District Engineer Report
- D. Water and Wastewater Superintendent Report for July & August

GM Hagemann reported Lopez Lake water storage continues to drop at approximately 900 AF a month. This is typical for summer months and the will reduce significantly as we move in to the fall and winter months. The Low Level Response Plan is being revised by Zone 3 and will be circulated to agencies and the advisory committee for review and approval within the next few months. GM Hagemann commented that both the water and wastewater operations ran smoothly through the peak of summer with no issues or violations.

Director Najarian joined the meeting at 11:17 p.m.

Director Helenius asked if our sewage treatment plant is contractually required to take all sewerage flow from the Port San Luis Harbor District. Hagemann reminded the Directors that the District and Port updated the Wastewater Agreement in 2016 and that the Port is entitled to 35% of the treatment plant capacity. Hagemann reported that the District and Port staffs are working collaboratively to arrive at a cost-effective solution to the additional wastewater that will added to the system by the new Port RV Park. The Port will be responsible for a third of the cost of all upgrades made to the WWTP. Director Najarian made the motion to adopt the consent items. Director Berry seconded the motion and it passed with a roll call vote 4 - 0.

AYES: Ara Najarian
Kristin Berry
Lynn Helenius
Pete Kelley

NOES: None

ABSENT: None

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

None.

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

A. Removal and Replacement of Wood Storage Building at WWTP

GM Hagemann explained the existing wood building at WWTP is over 50 years old and is in need of replacement. Staff recommends the most cost effective and functional solution is to replace the building with a Cargo Container Building that will provide equipment storage and a small work area for Operations & Maintenance staff. The cost is approximately \$7,500 for demolition and the installation of a new structure. In anticipation of the building demolition, staff conducted asbestos tests in August for both the roofs on the WWTP. The test came back negative for asbestos. The Board directed staff to defer removal and replacement of the building at the WWTP and to investigate if a cargo container building could be placed at the Water Tank site that could store the old firetruck and provide workspace.

**B. Fluid Resources Management (FRM) Operation and Maintenance Contract
Renewal**

GM Hagemann introduced the item with a recommendation the Board extend the FRM O&M contract for another year (through Nov 1, 2019). The basis for staff's recommendation was as follows: Board has not expressed an interest in changing out the current O & M model (i.e., 100% via contract); FRM has continued to provide good service to the District; Currently there are a very limited number of vendors in our area that provide this type and level of service; and FRM is amenable to another one-year extension (at same terms and conditions). Director Kelley made the motion to extend Fluid Resources Management Operation and Maintenance Contract until November 1st, 2019. Director Helenius seconded the motion and it passed with a roll call vote 4 - 0.

AYES: Lynn Helenius
Pete Kelley
Ara Najarian
Kristin Berry

NOES: None

ABSENT: None

C. Schedule for Payment of Water and Sewer Connection Fees

Hagemann stated the existing 50%/50% payment schedule was established in 2003 in part to help project proponents with project cash flow. The existing schedule appears to be unique to Avila Beach CSD. Staff recommends the Board consider collecting 100% of the connection fees at or before the time of building permit issuance and is seeking the Board's input on updating the procedure. The Board directed staff to bring back a Resolution that revised the schedule to collect 100% of the connection fees at or before the time of building permit issuance.

D. Board Director Vacancy

Staff has not yet received any applications to fill Director DeWeese's vacancy. The Board directed Staff to bring this item back to the October Board Meeting.

E. Water Tank #2 Repair Options and Recommended Actions

GM Hagemann introduced the item and reminded the Board that Advanced Technical Services had prepared a report in 2017 that provided their findings and recommendations for maintenance and upgrade of Water Tank #2. Hagemann noted that the tank is not in eminent danger of failure but it is losing metal every year that it is not re-coated and should be re-coated soon. ATS estimated the remaining useful life of the INTERIOR tank coating to be 5+ years and they also provided recommendations for appurtenance repair and upgrades.

Staff recommended the Board authorize the GM to negotiate a contract with ATS to confirm the presence/absence of lead in the exterior coating and then prepare bid documents for Exterior coating with bid alternatives for: interior coating; appurtenance upgrades/repairs and installation of the flexible joint on the outlet. Director Kelley made the motion to retain ATS to put together the bid documents for Water Tank #2 Repair Options. Director Najarian seconded the motion and it passed 4-0 with a roll call vote.

AYES: Pete Kelley
 Ara Najarian
 Kristin Berry
 Lynn Helenius

NOES: None

ABSENT: None

8. COMMUNICATIONS/ COORESPONDENCE

GM Hageman reported that Daniel Jelladian declined interest in serving on the Board of Directors at this time. Hagemann also reported that the outdoor lighting at the District office building has been reduced to one light at the request of the neighbors.

The auditors completed final fieldwork for FY2017/18 and will present the audit findings at the November Board Meeting.

President Kelley brought up the lack of a sidewalk on San Luis Street next door to the District office on the vacant Garris Property. It is dangerous for pedestrians to walk on the east side of San Luis Street and President Kelley asked if staff could talk to Mr. Garris about removing the vegetation from the pedestrian right of way and install the sidewalks at the beginning of the construction project.

9. Optional Tour of the Wastewater Treatment Plant

The Board of Directors declined the WWTP tour at this time.

ADJOURNMENT: The meeting was adjourned 12:40 at p.m.

The next regular meeting of the Avila Beach Community Services District is scheduled for Wednesday, Oct 10th, 2018 at 11:00 AM at 100 San Luis Street, Avila Beach.

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


Respectfully submitted,

Brad Hagemann, PE
General Manager

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

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 10, 2018

SUBJECT: Monthly Financial Review for September 2018

Recommendation:

Receive and file report.

Overall Monthly Summary

During September the District made deposits in the amount of \$84,211.71 and experienced \$56,502.27 in expenses (cash basis). Tax revenues for this time of year are typically low. Income in September included \$1,097.27 in County tax income and \$82,118.62 in monthly water and sewer fees. Other income included \$66,845.00 from State Water Resources Control Board for the Water Recycling Grant. Detailed financial reports including a Balance Sheet, Deposits by Fund, Checks by Fund, as well as, a Profit and Loss Sheet for September are provided for your information.

Utility Service Billing

The District billed approximately \$99,526.61 in water and sewer service charges in September. Customer Rate Assistance amounted in a reduction of billing charges to the District in the amount of \$760.00.

Operation and Maintenance

The Fluid Resource Management (FRM) Statement for September 2018 is included.

Avila Beach Community Services District
Profit & Loss
September 2018

| | <u>Sep 18</u> |
|---|---------------|
| Ordinary Income/Expense | |
| Income | |
| 4000 · Income Summary | |
| 4010 · Operating Revenue | 82,118.62 |
| 4020 · Contract Services-Ambulance | 995.82 |
| 4030 · County Taxes | 1,097.27 |
| | <hr/> |
| Total 4000 · Income Summary | 84,211.71 |
| | <hr/> |
| Total Income | 84,211.71 |
| | <hr/> |
| Gross Profit | 84,211.71 |
| Expense | |
| 5100 · Merchant Credit Card Fees TIB | 445.08 |
| 5200 · Payroll Expenses | |
| 5210 · Gross Wages | |
| 5211 · Regular Pay | 2,658.91 |
| 5012 · Holiday Pay | 160.74 |
| 5014 · Sick Pay | 53.58 |
| 5016 · Vacation Pay | 133.95 |
| | <hr/> |
| Total 5210 · Gross Wages | 3,007.18 |
| 5230 · Payroll Taxes | 52.30 |
| 5240 · Health & Medical Exp. | |
| 5242 · Health Ins / Other | 600.00 |
| | <hr/> |
| Total 5240 · Health & Medical Exp. | 600.00 |
| 5250 · PERS Company Pd Expense | |
| 5256 · PERS Co Pd Kristi | 248.33 |
| | <hr/> |
| Total 5250 · PERS Company Pd Expense | 248.33 |
| 5260 · Work Comp Insurance | -25.39 |
| 5280 · Payroll Administration & Misc. | 112.16 |
| | <hr/> |
| Total 5200 · Payroll Expenses | 3,994.58 |
| 6000 · Administrative Overheads | |
| 6102 · Accounting | 247.50 |
| 6103 · Accounting Audit | 2,924.00 |
| 6120 · Dues & Subscriptions | 700.00 |
| 6140 · Office Supplies & Postage | 161.10 |
| 6150 · Rate Assistance | 760.00 |
| | <hr/> |
| Total 6000 · Administrative Overheads | 4,792.60 |

Avila Beach Community Services District
Profit & Loss
September 2018

| | <u>Sep 18</u> |
|--|-------------------------|
| 6500 · Operating Expenses | |
| 6503 · Chemicals | 3,087.00 |
| 6505 · Contract Labor O & M | 18,307.26 |
| 6506 · Contract Labor GM | 11,000.00 |
| 6518 · Equipment Expense | 3,159.49 |
| 6520 · Equipment Repair & Maint. | |
| 6524 · Equip. Rep. & Maint. Avila Only | 522.20 |
| Total 6520 · Equipment Repair & Maint. | <u>522.20</u> |
| 6525 · Fat Oil & Grease (FOG) | 156.25 |
| 6535 · Insurance P/L | 1,323.04 |
| 6540 · Lab Tests | 3,023.80 |
| 6542 · Maintenance | 162.50 |
| 6550 · Operating Supplies | 98.09 |
| 6580 · Solids Handling | 2,640.00 |
| 6585 · Telephone / Internet | 280.78 |
| 6590 · Utilities | 3,509.60 |
| Total 6500 · Operating Expenses | <u>47,270.01</u> |
| Total Expense | <u>56,502.27</u> |
| Net Ordinary Income | 27,709.44 |
| Other Income/Expense | |
| Other Income | |
| 7000 · Other Income | |
| 7050 · Prop 13 Water Recycling Grant | 66,845.00 |
| Total 7000 · Other Income | <u>66,845.00</u> |
| Total Other Income | 66,845.00 |
| Other Expense | |
| 8200 · Non-Operating Expenses | |
| 8230 · Capital Purchases in Prog Sani | |
| 8245 · WW-10 WWTP Alt. Study | 4,500.04 |
| Total 8230 · Capital Purchases in Prog Sani | <u>4,500.04</u> |
| Total 8200 · Non-Operating Expenses | <u>4,500.04</u> |
| Total Other Expense | <u>4,500.04</u> |
| Net Other Income | <u>62,344.96</u> |
| Net Income | <u><u>90,054.40</u></u> |

Avila Beach Community Services District
Balance Sheet
As of September 30, 2018

Sep 30, 18

ASSETS

Current Assets

Checking/Savings

| | |
|---------------------------------|--------------|
| 1000 · Cash Summary | |
| 1005 · Customer Cash | 342.19 |
| 1008 · Petty Cash | 66.80 |
| 1010 · Pacific Premier Checking | 430,803.90 |
| 1050 · LAIF | 2,977,213.58 |

Total 1000 · Cash Summary 3,408,426.47

Total Checking/Savings 3,408,426.47

Accounts Receivable

| | |
|-----------------------------|------------|
| 1200 · *Accounts Receivable | 124,851.71 |
|-----------------------------|------------|

Total Accounts Receivable 124,851.71

Other Current Assets

| | |
|-------------------------------|------------|
| 1250 · Receivables | |
| 1255 · Interest Receivable | 5,144.80 |
| 1270 · Taxes Receivable | 7,820.07 |
| 1280 · Water & Sewer Billings | 124,412.48 |

Total 1250 · Receivables 137,377.35

1400 · Prepaid Summary

| | |
|--------------------------------|-----------|
| 1410 · Prepaid Insurance | 11,907.46 |
| 1420 · Prepaid State Water | 37,428.60 |
| 1400 · Prepaid Summary - Other | -0.01 |

Total 1400 · Prepaid Summary 49,336.05

Total Other Current Assets 186,713.40

Total Current Assets 3,719,991.58

Fixed Assets

1600 · Fixed Assets & Acc. Depr.

| | |
|------------------------------------|-----------|
| 1605 · Office Equipment | |
| 1606 · Copier Samsung 2012 | 8,233.58 |
| 1609 · Office Equipment Accum Depr | -8,233.59 |

Total 1605 · Office Equipment -0.01

1610 · Fixed Asset -Office & Admin.

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

Total 1610 · Fixed Asset -Office & Admin. 0.00

1620 · Fixed Assets - Sanitary

| | |
|-------------|-----------|
| 1622 · Land | 60,314.10 |
|-------------|-----------|

1626 · Collection Assets

| | |
|----------------------------------|--------------|
| 1627 · Collection Assets Cost | 1,318,875.26 |
| 1628 · Collect Assets Accum Depr | -399,237.22 |

Avila Beach Community Services District
Balance Sheet
As of September 30, 2018

| | <u>Sep 30, 18</u> |
|--|----------------------------|
| Total 1626 · Collection Assets | 919,638.04 |
| 1630 · Disposal Equipment | |
| 1631 · Disposal Equip Cost | 523,122.64 |
| 1632 · Disposal Equip Accum Depr | -264,042.83 |
| Total 1630 · Disposal Equipment | 259,079.81 |
| 1635 · Treatment Plant | |
| 1636 · Treatment Plant Original | 105,000.00 |
| 1637 · Treatment Plant Addition | 2,049,098.30 |
| 1638 · Treatment Plant Accum Dep | -1,043,684.59 |
| Total 1635 · Treatment Plant | 1,110,413.71 |
| 1642 · Treatment Equipment | |
| 1643 · Treatment Equip Cost | 1,000,455.00 |
| 1644 · Treatment Equip Accum Depr | -524,698.87 |
| 1642 · Treatment Equipment - Other | 205,485.61 |
| Total 1642 · Treatment Equipment | 681,241.74 |
| Total 1620 · Fixed Assets - Sanitary | 3,030,687.40 |
| 1650 · Fixed Assets - Water | |
| 1652 · Equipment | |
| 1653 · Equipment Cost | 21,136.28 |
| 1654 · Equipment Accum Depr | -21,136.28 |
| Total 1652 · Equipment | 0.00 |
| 1656 · Distribution Assets | |
| 1657 · Distribution Assets Cost | 1,140,860.50 |
| 1658 · Dist Assets Accum Depr | -590,709.56 |
| Total 1656 · Distribution Assets | 550,150.94 |
| Total 1650 · Fixed Assets - Water | 550,150.94 |
| 1680 · Structures - Fixed Asset | |
| 1681 · Structures GFAAG - Sani & FA | 29,810.00 |
| 1682 · Gen / Fire Accum Dep | -29,810.00 |
| Total 1680 · Structures - Fixed Asset | 0.00 |
| 1690 · Construction in Progress | 123,333.82 |
| Total 1600 · Fixed Assets & Acc. Depr. | 3,704,172.15 |
| Total Fixed Assets | 3,704,172.15 |
| Other Assets | |
| 1800 · Deferred Outflows of Resources | 39,579.00 |
| Total Other Assets | 39,579.00 |
| TOTAL ASSETS | <u>7,463,742.73</u> |
| LIABILITIES & EQUITY | |
| Liabilities | |

Avila Beach Community Services District
Balance Sheet
As of September 30, 2018

| | <u>Sep 30, 18</u> |
|---|---------------------|
| Current Liabilities | |
| Accounts Payable | |
| 2100 · Accounts Payable | 93,166.70 |
| Total Accounts Payable | 93,166.70 |
| Credit Cards | |
| 2350 · Home Depot CC | 17.18 |
| Total Credit Cards | 17.18 |
| Other Current Liabilities | |
| 2200 · Payroll Liabilities | |
| 2260 · Vacation Payable | 221.90 |
| 2262 · Sick Pay Accrued | 1,464.50 |
| 2201 · Accrued Payroll | 3,693.88 |
| 2240 · Health Insurance | |
| 2241 · Employee | 0.01 |
| Total 2240 · Health Insurance | 0.01 |
| 2250 · PERS Liability | 161.58 |
| Total 2200 · Payroll Liabilities | 5,541.87 |
| 2300 · Deposits Held | |
| 2303 · Water Deposits Held | 7,580.00 |
| 2304 · Fire Station Deposit | 2,000.00 |
| Total 2300 · Deposits Held | 9,580.00 |
| Total Other Current Liabilities | 15,121.87 |
| Total Current Liabilities | 108,305.75 |
| Long Term Liabilities | |
| 2400 · Net Pension Liability | 126,121.00 |
| 2500 · Deferred Inflows of Resources | 16,201.00 |
| Total Long Term Liabilities | 142,322.00 |
| Total Liabilities | 250,627.75 |
| Equity | |
| 3900 · Retained Earnings | 7,082,170.99 |
| Net Income | 130,943.99 |
| Total Equity | 7,213,114.98 |
| TOTAL LIABILITIES & EQUITY | 7,463,742.73 |

Avila Beach Community Services District
 Deposits by Fund
 September 2018

| Type | Date | Memo | Split | Amount | Balance |
|------------------------|------------|---|------------------------------|------------|------------|
| General / Admin | | | | | |
| Deposit | 09/04/2018 | Audit refund Inv. # 7017 Work. Comp 60208 2017-18 | 1010 · Pacific Premier Ch... | -25.39 | -25.39 |
| Deposit | 09/10/2018 | TCF FY 18 AUG IMPR # 1 - Gen .70, Water .25, Lights .05 | 1010 · Pacific Premier Ch... | -383.28 | -408.67 |
| Deposit | 09/11/2018 | Prop 13 Water Recycling Grant | 1010 · Pacific Premier Ch... | -66,845.00 | -67,253.67 |
| Deposit | 09/11/2018 | S L Ambulance Contract Services | 1010 · Pacific Premier Ch... | -995.82 | -68,249.49 |
| Total General / Admin | | | | | |
| Lights | | | | | |
| Deposit | 09/10/2018 | TCF FY 18 AUG IMPR # 1 - Gen .70, Water .25, Lights .05 | 1010 · Pacific Premier Ch... | -27.37 | -27.37 |
| Total Lights | | | | | |
| Sanitary | | | | | |
| Deposit | 09/04/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -2,281.14 | -2,281.14 |
| Deposit | 09/04/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 47.50 | -2,233.64 |
| Deposit | 09/04/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 12.35 | -2,221.29 |
| Deposit | 09/04/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 175.27 | -2,046.02 |
| Deposit | 09/06/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -762.75 | -2,808.77 |
| Deposit | 09/06/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 59.37 | -2,749.40 |
| Deposit | 09/06/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -2,749.40 |
| Deposit | 09/06/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | -3.10 | -2,752.50 |
| Deposit | 09/07/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -2,240.38 | -4,992.88 |
| Deposit | 09/07/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 0.00 | -4,992.88 |
| Deposit | 09/07/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -4,992.88 |
| Deposit | 09/07/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 35.62 | -4,957.26 |
| Deposit | 09/10/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -5,986.95 | -10,944.21 |
| Deposit | 09/10/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 11.87 | -10,932.34 |
| Deposit | 09/10/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | -17.10 | -10,949.44 |
| Deposit | 09/10/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 0.00 | -10,949.44 |
| Deposit | 09/10/2018 | TCF FY 18 AUG ME - Waste | 1010 · Pacific Premier Ch... | -549.73 | -11,499.17 |
| Deposit | 09/11/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -1,515.10 | -13,014.27 |
| Deposit | 09/11/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 35.62 | -12,978.65 |
| Deposit | 09/11/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -12,978.65 |
| Deposit | 09/11/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 0.00 | -12,978.65 |
| Deposit | 09/13/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -13,803.40 | -26,782.05 |
| Deposit | 09/13/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 0.00 | -26,782.05 |
| Deposit | 09/13/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -26,782.05 |
| Deposit | 09/13/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 16.07 | -26,765.98 |
| Deposit | 09/14/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -10,539.98 | -37,305.96 |
| Deposit | 09/14/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 35.62 | -37,270.34 |

**Avila Beach Community Services District
Deposits by Fund
September 2018**

10/03/18

| Type | Date | Memo | Split | Amount | Balance |
|----------------|------------|--|------------------------------|-----------|------------|
| Deposit | 09/14/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 102.15 | -37,168.19 |
| Deposit | 09/14/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | -174.45 | -37,342.64 |
| Deposit | 09/17/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -3,437.98 | -40,780.62 |
| Deposit | 09/17/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 26.12 | -40,754.50 |
| Deposit | 09/17/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 9.50 | -40,745.00 |
| Deposit | 09/17/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | -34.37 | -40,779.37 |
| Deposit | 09/17/2018 | Booked 9/17/18 - Community Park Restroom 7/27 - 8/27 | 1010 · Pacific Premier Ch... | 1,031.68 | -39,747.69 |
| Deposit | 09/17/2018 | 000162 Community Park Restrooms 7/27 - 8/27/18 | 1010 · Pacific Premier Ch... | -1,031.68 | -40,779.37 |
| Deposit | 09/18/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -2,508.25 | -43,287.62 |
| Deposit | 09/18/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 11.87 | -43,275.75 |
| Deposit | 09/18/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 217.95 | -43,057.80 |
| Deposit | 09/18/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | -17.19 | -43,074.99 |
| Deposit | 09/19/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -550.15 | -43,625.14 |
| Deposit | 09/19/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 67.65 | -43,557.49 |
| Deposit | 09/19/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -43,557.49 |
| Deposit | 09/19/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 93.80 | -43,463.69 |
| Deposit | 09/24/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -910.65 | -44,374.34 |
| Deposit | 09/24/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 0.00 | -44,374.34 |
| Deposit | 09/24/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 95.45 | -44,278.89 |
| Deposit | 09/24/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 0.00 | -44,278.89 |
| Deposit | 09/25/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -462.28 | -44,741.17 |
| Deposit | 09/25/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 11.87 | -44,729.30 |
| Deposit | 09/25/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -44,729.30 |
| Deposit | 09/25/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | -59.37 | -44,788.67 |
| Deposit | 09/26/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -1,440.40 | -46,229.07 |
| Deposit | 09/26/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 23.75 | -46,205.32 |
| Deposit | 09/26/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -46,205.32 |
| Deposit | 09/26/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 0.00 | -46,205.32 |
| Deposit | 09/28/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -1,123.45 | -47,328.77 |
| Deposit | 09/28/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 35.62 | -47,293.15 |
| Deposit | 09/28/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -47,293.15 |
| Deposit | 09/28/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 55.12 | -47,238.03 |
| Deposit | 09/28/2018 | \$ 822.75 CC BALANCE ADJ CCs | 1010 · Pacific Premier Ch... | -411.37 | -47,649.40 |
| Total Sanitary | | | | | -47,649.40 |
| Water | | | | | |
| Deposit | 09/04/2018 | Water Rec | 1010 · Pacific Premier Ch... | -2,324.70 | -2,324.70 |
| Deposit | 09/04/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 47.50 | -2,277.20 |
| Deposit | 09/04/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 12.35 | -2,264.85 |
| Deposit | 09/04/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 175.28 | -2,089.57 |

Avila Beach Community Services District
 Deposits by Fund
 September 2018

| Type | Date | Memo | Split | Amount | Balance |
|---------|------------|---|------------------------------|------------|------------|
| Deposit | 09/06/2018 | Water Rec | 1010 · Pacific Premier Ch... | -703.00 | -2,792.57 |
| Deposit | 09/06/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 59.38 | -2,733.19 |
| Deposit | 09/06/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -2,733.19 |
| Deposit | 09/06/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | -3.10 | -2,736.29 |
| Deposit | 09/07/2018 | Water Rec | 1010 · Pacific Premier Ch... | -1,884.10 | -4,620.39 |
| Deposit | 09/07/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 0.00 | -4,620.39 |
| Deposit | 09/07/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -4,620.39 |
| Deposit | 09/07/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 35.63 | -4,584.76 |
| Deposit | 09/10/2018 | Water Rec | 1010 · Pacific Premier Ch... | -5,186.92 | -9,771.68 |
| Deposit | 09/10/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 11.88 | -9,759.80 |
| Deposit | 09/10/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | -17.10 | -9,776.90 |
| Deposit | 09/10/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 0.00 | -9,776.90 |
| Deposit | 09/11/2018 | TCF FY 18 AUG IMPR # 1 - Gen .70, Water .25, Lights .05 | 1010 · Pacific Premier Ch... | -136.89 | -9,913.79 |
| Deposit | 09/11/2018 | Water Rec | 1010 · Pacific Premier Ch... | -1,504.80 | -11,418.59 |
| Deposit | 09/11/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 35.63 | -11,382.96 |
| Deposit | 09/11/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -11,382.96 |
| Deposit | 09/11/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 0.00 | -11,382.96 |
| Deposit | 09/13/2018 | Water Rec | 1010 · Pacific Premier Ch... | -11,783.21 | -23,166.17 |
| Deposit | 09/13/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 0.00 | -23,166.17 |
| Deposit | 09/13/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -23,166.17 |
| Deposit | 09/13/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 0.00 | -23,166.17 |
| Deposit | 09/14/2018 | Water Rec | 1010 · Pacific Premier Ch... | 16.08 | -23,150.09 |
| Deposit | 09/14/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | -9,870.58 | -33,020.67 |
| Deposit | 09/14/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 35.63 | -32,985.04 |
| Deposit | 09/14/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 102.15 | -32,882.89 |
| Deposit | 09/17/2018 | Water Rec | 1010 · Pacific Premier Ch... | -174.45 | -33,057.34 |
| Deposit | 09/17/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | -6,563.55 | -39,620.89 |
| Deposit | 09/17/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 26.13 | -39,594.76 |
| Deposit | 09/17/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 9.50 | -39,585.26 |
| Deposit | 09/17/2018 | Booked 9/17/18 - San Juan Park Irrigation 7/27 - 8/27 | 1010 · Pacific Premier Ch... | -34.38 | -39,619.64 |
| Deposit | 09/17/2018 | Booked 9/17/18 - Front St Irrigation 7/27 - 8/27 | 1010 · Pacific Premier Ch... | 2,473.80 | -37,145.84 |
| Deposit | 09/17/2018 | Booked 9/17/18 - Community Park Restroom 7/27 - 8/27 | 1010 · Pacific Premier Ch... | 1,272.40 | -35,873.44 |
| Deposit | 09/17/2018 | 001622 San Juan Park Irrigation 7/27 - 8/27/18 | 1010 · Pacific Premier Ch... | 706.80 | -35,166.64 |
| Deposit | 09/17/2018 | 001483 Front St Irrigation 7/27 - 8/27/18 | 1010 · Pacific Premier Ch... | -2,473.80 | -37,640.44 |
| Deposit | 09/17/2018 | 000162 Community Park Restrooms 7/27 - 8/27/18 | 1010 · Pacific Premier Ch... | -1,272.40 | -38,912.84 |
| Deposit | 09/18/2018 | Water Rec | 1010 · Pacific Premier Ch... | -706.80 | -39,619.64 |
| Deposit | 09/18/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | -2,188.05 | -41,807.69 |
| Deposit | 09/18/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 11.88 | -41,795.81 |
| Deposit | 09/18/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 217.95 | -41,577.86 |
| Deposit | 09/19/2018 | Water Rec | 1010 · Pacific Premier Ch... | -17.19 | -41,595.05 |
| Deposit | 09/19/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | -597.45 | -42,192.50 |
| Deposit | 09/19/2018 | | 1010 · Pacific Premier Ch... | 67.65 | -42,124.85 |

Avila Beach Community Services District
 Deposits by Fund
 September 2018

10/03/18

| Type | Date | Memo | Split | Amount | Balance |
|--------------|------------|------------------------------------|------------------------------|--------------------|--------------------|
| Deposit | 09/19/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -42,124.85 |
| Deposit | 09/19/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 93.80 | -42,031.05 |
| Deposit | 09/24/2018 | Water Rec | 1010 · Pacific Premier Ch... | -1,184.93 | -43,215.98 |
| Deposit | 09/24/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 0.00 | -43,215.98 |
| Deposit | 09/24/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 95.46 | -43,120.52 |
| Deposit | 09/24/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 0.00 | -43,120.52 |
| Deposit | 09/24/2018 | Adj (\$.05) James Orth check short | 1010 · Pacific Premier Ch... | 0.05 | -43,120.47 |
| Deposit | 09/25/2018 | Water Rec | 1010 · Pacific Premier Ch... | -1,322.40 | -44,442.87 |
| Deposit | 09/25/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 11.88 | -44,430.99 |
| Deposit | 09/25/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -44,430.99 |
| Deposit | 09/25/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | -59.38 | -44,490.37 |
| Deposit | 09/26/2018 | Water Rec | 1010 · Pacific Premier Ch... | -919.00 | -45,409.37 |
| Deposit | 09/26/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 23.75 | -45,385.62 |
| Deposit | 09/26/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -45,385.62 |
| Deposit | 09/26/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 0.00 | -45,385.62 |
| Deposit | 09/28/2018 | Water Rec | 1010 · Pacific Premier Ch... | -1,918.40 | -47,304.02 |
| Deposit | 09/28/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 35.63 | -47,268.39 |
| Deposit | 09/28/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -47,268.39 |
| Deposit | 09/28/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 55.13 | -47,213.26 |
| Deposit | 09/28/2018 | \$ 822.75 CC BALANCE ADJ CCs | 1010 · Pacific Premier Ch... | -411.38 | -47,624.64 |
| Total Water | | | | -47,624.64 | -47,624.64 |
| TOTAL | | | | -163,550.90 | -163,550.90 |

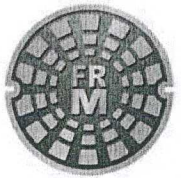
Avila Beach Community Services District
Checks by Fund w/Accounts
 September 2018

| Type | Date | Num | Name | Memo | Account | Amount | Balance |
|------------------------------|------------|------|----------------------------------|---|---------------------------------------|-----------|-----------|
| General / Admin | | | | | | | |
| Check | 09/04/2018 | EFT | Bankcard MTOT Disc | | 5100 · Merchant Credit Card Fees... | 445.08 | 445.08 |
| Check | 09/05/2018 | EFT | Adobe.com | 40% Gen. | 6140 · Office Supplies & Postage | 14.99 | 460.07 |
| Check | 09/06/2018 | 2131 | Hagemann & Associates | Office Supplies | 6506 · Contract Labor GM | 2,200.00 | 2,660.07 |
| Check | 09/06/2018 | 2132 | Staples | Inv. 1858 Office Maintenance - August 20... | 6140 · Office Supplies & Postage | 87.68 | 2,747.75 |
| Check | 09/06/2018 | 2136 | Coastline Cleaning Co. | GASB Report Customer # 1674878206 | 6542 · Maintenance | 162.50 | 2,910.25 |
| Check | 09/06/2018 | 2137 | PERS | U.S. Postal Service | 6120 · Dues & Subscriptions | 700.00 | 3,610.25 |
| Check | 09/07/2018 | 2141 | Nikki Engle Bookkeeping | Inv. 1925 9/5/18 | 6140 · Office Supplies & Postage | 12.35 | 3,622.60 |
| Check | 09/10/2018 | EFT | Cal Tec Computers | computer repairs | 6102 · Accounting | 247.50 | 3,870.10 |
| Check | 09/12/2018 | EFT | Public Employees Retirement S... | Kristi 8/1 - 8/15/18 | 6524 · Equip. Rep. & Maint. Avila ... | 40.00 | 3,910.10 |
| Check | 09/12/2018 | EFT | Public Employees Retirement S... | Kristi 8/1 - 8/15/18 | 2250 · PERS Liability | 176.64 | 4,086.74 |
| Check | 09/12/2018 | EFT | Public Employees Retirement S... | Kristi 8/16 - 8/31/18 | 5256 · PERS Co Pd Kristi | 40.94 | 4,127.68 |
| Check | 09/12/2018 | EFT | Public Employees Retirement S... | Kristi 8/16 - 8/31/18 | 2250 · PERS Liability | 212.64 | 4,340.32 |
| Check | 09/12/2018 | EFT | Public Employees Retirement S... | Kristi 9/1 - 9/15/18 | 5256 · PERS Co Pd Kristi | 11.07 | 4,351.39 |
| Check | 09/12/2018 | EFT | Public Employees Retirement S... | Kristi 9/1 - 9/15/18 | 2250 · PERS Liability | 170.78 | 4,522.17 |
| Check | 09/13/2018 | 2145 | Fedak & Brown, LLP | FY 2017/18 Audit | 5256 · PERS Co Pd Kristi | 30.14 | 4,552.31 |
| Check | 09/13/2018 | EFT | Cal Tec Computers | Inv # 12278 on-site WiFi and network | 6103 · Accounting Audit | 2,924.00 | 7,476.31 |
| Check | 09/15/2018 | EFT | Charter | Acct #: 8245100980033571 | 6524 · Equip. Rep. & Maint. Avila ... | 415.45 | 7,891.76 |
| Check | 09/17/2018 | 2149 | Hagemann & Associates | Inv. 1033 Sept. 2nd - 15th, 2018 40% G... | 6585 · Telephone / Internet | 199.95 | 8,091.71 |
| Check | 09/22/2018 | | Collage.com | Order # 3781815 | 6506 · Contract Labor GM | 2,200.00 | 10,291.71 |
| Check | 09/26/2018 | | Amazon | Inv # 12388 Remote support - fix comput... | 6140 · Office Supplies & Postage | 32.15 | 10,323.86 |
| Check | 09/27/2018 | | Cal Tec Computers | | 6140 · Office Supplies & Postage | 13.93 | 10,337.79 |
| Total General / Admin | | | | | | | |
| | | | | | | 10,404.54 | 10,404.54 |
| Lights | | | | | | | |
| Check | 09/04/2018 | EFT | PG&E | Town Lights acct # 0690976984-3 | 6590 · Utilities | 477.46 | 477.46 |
| Check | 09/04/2018 | EFT | PG&E | Colony Lights acct # 5992155362-0 | 6590 · Utilities | 92.89 | 570.35 |
| Check | 09/24/2018 | EFT | PG&E | Front St. Lights acct# 5796765606-7 | 6590 · Utilities | 348.61 | 918.96 |
| Total Lights | | | | | | | |
| | | | | | | 918.96 | 918.96 |
| Sanitary | | | | | | | |
| Check | 09/06/2018 | 2131 | Hagemann & Associates | 40% San. | 6506 · Contract Labor GM | 2,200.00 | 2,200.00 |
| Check | 09/06/2018 | 2135 | Brenntag Pacific, Inc. | BPI 2935604 8/22/18 | 6503 · Chemicals | 1,430.89 | 3,630.89 |
| Check | 09/06/2018 | 2138 | South County Sanitary Service | 2 Yd Dumpster | 6590 · Utilities | 119.73 | 3,750.62 |
| Check | 09/06/2018 | 2139 | Michael Nunley & Assoc. | WWTP Alternatives Study Inv. 4581 | 8245 · WW-10 WWTP Alt. Study | 4,500.04 | 8,250.66 |
| Check | 09/07/2018 | 2140 | Fluid Resource Management | F17398 Monthly O & M | 6505 · Contract Labor O & M | 13,732.26 | 21,982.92 |
| Check | 09/07/2018 | 2142 | Fluid Resource Management | A17341 Chemicals | 6503 · Chemicals | 320.55 | 22,303.47 |
| Check | 09/07/2018 | 2144 | Abalone Coast Analytical, Inc. | Statement 09/05/2018 Inv. 4245 | 6540 · Lab Tests | 3,023.80 | 25,327.27 |
| Check | 09/13/2018 | 2143 | Miners Ace Hardware | Account: 126380 8/31/18 Supplies WWTP | 6550 · Operating Supplies | 98.09 | 25,425.36 |
| Check | 09/13/2018 | 2146 | Brenntag Pacific, Inc. | BPI 2935606 8/30/18 | 6503 · Chemicals | 1,335.56 | 26,760.92 |
| Check | 09/13/2018 | 2146 | Speed's, Inc. | Inv. 59389 8/20/18 | 6580 · Solids Handling | 1,295.00 | 28,055.92 |
| Check | 09/17/2018 | 2147 | Wallace Group, Inc. | Fog Program Inv. #46784 9/13/18 | 6525 · Fat Oil & Grease (FOG) | 156.25 | 28,212.17 |

10/04/18

Avila Beach Community Services District
Checks by Fund w/Accounts
 September 2018

| Type | Date | Num | Name | Memo | Account | Amount | Balance | |
|----------------|------------|------|---------------------------|---|-----------------------------|----------|------------------|------------------|
| Check | 09/17/2018 | 2148 | Speed's, Inc. | Inv. 59413 9/4/18 | 6580 · Solids Handling | 1,345.00 | 29,557.17 | |
| Check | 09/17/2018 | 2149 | Hagemann & Associates | 40% Sanitary | 6506 · Contract Labor GM | 2,200.00 | 31,757.17 | |
| Check | 09/17/2018 | EFT | AT&T | acct # x 0885 Internet | 6585 · Telephone / Internet | 80.83 | 31,838.00 | |
| Check | 09/24/2018 | EFT | PG&E | Waste Water Plant acct # 6380034236-0 ... | 6590 · Utilities | 2,384.93 | 34,222.93 | |
| Check | 09/24/2018 | EFT | PG&E | Lift Station acct# 6338432238-2 | 6590 · Utilities | 85.98 | 34,308.91 | |
| Total Sanitary | | | | | | | 34,308.91 | 34,308.91 |
| Water | | | | | | | | |
| Check | 09/06/2018 | 2131 | Hagemann & Associates | 20% Water | 6506 · Contract Labor GM | 1,100.00 | 1,100.00 | |
| Check | 09/06/2018 | 2134 | Aqua-Metric Sales, Inc. | 1" Iperl TR/PL 100 C.F. Inv. SO0055726 | 6518 · Equipment Expense | 1,200.61 | 2,300.61 | |
| Check | 09/06/2018 | 2134 | Aqua-Metric Sales, Inc. | 3/4" Iperl TR/PL 100 C.F. | 6518 · Equipment Expense | 1,958.88 | 4,259.49 | |
| Check | 09/06/2018 | 2133 | Aqua-Metric Sales, Inc. | 1" Iperl TR/PL 100 C.F. Inv. SO0055726 | 6518 · Equipment Expense | 0.00 | 4,259.49 | |
| Check | 09/06/2018 | 2133 | Aqua-Metric Sales, Inc. | 3/4" Iperl TR/PL 100 C.F. | 6518 · Equipment Expense | 0.00 | 4,259.49 | |
| Check | 09/07/2018 | 2140 | Fluid Resource Management | F17398 Monthly O & M | 6505 · Contract Labor O & M | 4,575.00 | 8,834.49 | |
| Check | 09/17/2018 | 2149 | Hagemann & Associates | 20% Water | 6506 · Contract Labor GM | 1,100.00 | 9,934.49 | |
| Total Water | | | | | | | 9,934.49 | 9,934.49 |
| TOTAL | | | | | | | 55,566.90 | 55,566.90 |



FLUID RESOURCE MANAGEMENT

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

Phone # 805.597.7100 Fax # 805.597.7171

Statement

| |
|---------|
| Date |
| 10/1/18 |

California Certified Small Business #1120142

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

| | |
|-------------|-------------|
| Amount Due | Amount Enc. |
| \$24,722.99 | |


| Date | Transaction | Amount | Balance | | | | | | | | | | | | |
|---|--|---------------------|---------------------|-----------------------|--------------------|---------------------|---------------------|-----------------------|------------|-----------|----------|------|------|------|-------------|
| 09/30/18 | 348F11001 Monthly OPS/Maint-INV #F17488. Orig. Amount \$18,307.26. | 18,307.26 | 18,307.26 | | | | | | | | | | | | |
| 09/11/18 | 348F11001 Monthly OPS/Maint:348FW11001 Water:348AW17001 Add Services water-INV #A17369. Orig. Amount \$377.34. | 377.34 | 18,684.60 | | | | | | | | | | | | |
| 09/11/18 | 348F11001 Monthly OPS/Maint:348FWW11001 Wastewater:348AWW17002 Add Services Wastewater-INV #A17384. Orig. Amount \$345.03. | 345.03 | 19,029.63 | | | | | | | | | | | | |
| 09/24/18 | W16321 Low Water Tank Level Alarm Diagnos-INV #W16321. Orig. Amount \$2,833.86. | 2,833.86 | 21,863.49 | | | | | | | | | | | | |
| 09/25/18 | W17209 Influent VFD Integration-INV #W17209. Orig. Amount \$1,702.00. | 1,702.00 | 23,565.49 | | | | | | | | | | | | |
| 08/31/18 | W17285 Sewer Clean Out Cover Replacement-INV #W17285. Orig. Amount \$1,157.50. | 1,157.50 | 24,722.99 | | | | | | | | | | | | |
| <table border="1"> <thead> <tr> <th>CURRENT</th> <th>1-30 DAYS PAST DUE</th> <th>31-60 DAYS PAST DUE</th> <th>61-90 DAYS PAST DUE</th> <th>OVER 90 DAYS PAST DUE</th> <th>Amount Due</th> </tr> </thead> <tbody> <tr> <td>23,565.49</td> <td>1,157.50</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>\$24,722.99</td> </tr> </tbody> </table> | | | | CURRENT | 1-30 DAYS PAST DUE | 31-60 DAYS PAST DUE | 61-90 DAYS PAST DUE | OVER 90 DAYS PAST DUE | Amount Due | 23,565.49 | 1,157.50 | 0.00 | 0.00 | 0.00 | \$24,722.99 |
| CURRENT | 1-30 DAYS PAST DUE | 31-60 DAYS PAST DUE | 61-90 DAYS PAST DUE | OVER 90 DAYS PAST DUE | Amount Due | | | | | | | | | | |
| 23,565.49 | 1,157.50 | 0.00 | 0.00 | 0.00 | \$24,722.99 | | | | | | | | | | |

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 10, 2018

SUBJECT: General Manager/District Engineer Report

Zone 3 Technical Advisory Committee and Advisory Committee

The Zone 3 Technical Advisory Committee (TAC) met on Wednesday, September 12, 2018, at the Arroyo Grande City Hall offices. The Meeting Agenda and materials are attached to this report. As of this writing Lopez Lake is at an elevation of 484 feet, 43.9% capacity and has approximately 21,600 acre feet of water in storage (approximately 800 AF less than a month ago). Water use from Lopez will likely average about 600 800 acre-feet per month for the next few months depending on rainfall and agricultural needs. SLO County Public Works Department staff estimate that Lake Lopez storage will get down to approximately 20,000 acre-feet by early 2019, depending the early winter rainfall amounts. If storage does fall below 20,000 acre-feet it may again trigger the Low Reservoir Response Plan.

In addition, I attended the September 20, 2018 Zone 3 Advisory Committee meeting at the Grover Beach City Council Chambers. The Agenda packet for the meeting is also provided as an attachment to this report. County Finance staff provided an FY 2017/18 4th quarter budget status report and also requested input from the Committee regarding the Use of District Funded Designated Reserves. After considerable deliberation the Committee voted to implement Option #2 and use the use the reserves to fully off-set the \$135,000 final fiscal year bill.

Special District Risk Management Authority (SDRMA) Acknowledgment Awards

Staff is pleased to report that the District has once again received Acknowledgement Awards in recognition of no paid claims during the prior five consecutive years in the Property/Liability Program and the Workers Compensation Program. Copies of the Awards are included in this report.

LED Retrofit of District Street Lights

Pacific Gas and Electric staff recently contacted me regarding the District's interest in retrofitting the "Cobra Head" street lights and the decorative Carriage lights to LED fixtures. Some Board members may recall that PG&E offered to retrofit the Cobra Head lights to LED a couple years ago, but the Board declined to move forward with the offer. Now PG&E is once again offering to retrofit the Cobra Head lights and the decorative carriage lights. The District is responsible for paying for the operation and maintenance of the lights and the LED retrofit will save electricity and maintenance costs. We have 18 decorative lights and 21 Cobra Head lights that are eligible for the retrofit program. With the Board's concurrence staff will continue to work on the details and costs of the retrofit program and bring this item back to the Board at the November Board meeting.

Diablo Canyon Power Plant Decommissioning Process

Staff recently received an email from Mr. Eric Daniels, our Public Policy and External Affairs Department representative from PG&E. In their efforts to support the plant closure Engagement Panel lands tour program, Mr. Daniels has offer to host a tour of the property for interested Board members. The goal of the tour is to stimulate thinking about repurposing opportunities for the property. Interested Board members are requested to let Kristi or I know and we will attempt to set-up a tour date or dates with Mr. Daniels.

Fiscal Year 2017/18 Financial Audit Report

Staff is continuing to work with Mr. Andy Beck from Fedak and Brown to complete the FY 2017/18 Financial Audit report. Mr. Beck advises me that he is finishing up his finding and recommendation and the audit will be presented to the Board at the November 14, Board meeting.

Collaboration with Cal Poly Senior Design Class

Dr. Tryg Lundquist and Dr. Rebekah Oulton from the Cal Poly Civil and Environmental Engineering Department approached me several weeks and requested if the District would allow the Civil and Environmental Engineering Department to use the Avila Beach Wastewater Treatment Plant as a part of their Senior Design Class Project. I discussed the Design Project concepts with Dr. Lundquist and agreed that the class could use the District WWTP as a part of their design project academic exercise. Mike Nunley from MKN Engineering is also providing assistance for the Design Class project. The purpose of the Design Class is to provide the students (who will be working in teams) with some “real world” issues and problems. The Senior Design class is a two quarter class. The first quarter will be heavy in the planning, feasibility and preliminary design. The second quarter will be more focused hardware design and cost estimates. I participated in the Class “Kick-off” meeting and will also help with judging the projects at the end of the quarter.



**ZONE 3
TECHNICAL ADVISORY COMMITTEE**

Wednesday September 12, 2018

9:00 - 11:00 AM

ARROYO GRANDE CITY HALL

300 BRANCH STREET

2nd FLOOR CONFERENCE ROOM

**TODAY IS NATIONAL
CHOCOLATE MILKSHAKE DAY!!!!**

Agenda

| | |
|--|--------------------------------|
| 1. Announcements | All |
| 2. General Operations and Water Report <ul style="list-style-type: none">• Monthly Operations Report• Lopez Dam Storage Projections• Potential Energy Savings | Jill |
| 3. Quagga Mussel Presentation – (10 min.) | Danielle Ruedas WQL |
| 4. Strategy for Use of District Designated Reserves | All |
| 5. LRRP Revisions – Update <ul style="list-style-type: none">• Process• CEQA | Jill |
| 6. Contract Change - Processing Agreement <ul style="list-style-type: none">• Update on Progress | Jill |
| 7. Agenda items next month? | All |

Attachments:

- A. Summary Notes August – Previously sent out via e-mail
- B. Lopez Monthly Operations Report - August
- C. Lopez Reservoir Storage Projection Chart

Next Meeting Date October 10, 2018

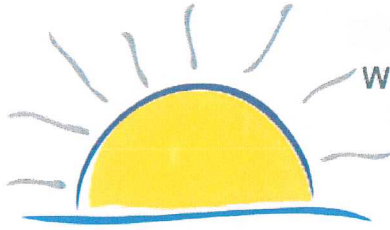
ZONE 3

TECHNICAL ADVISORY COMMITTEE

WEDNESDAY August 8, 2018 (9:00-11:00 AM)

SUMMARY NOTES - DRAFT

ARROYO GRANDE CITY HALL



Attendees: Shane Taylor (Arroyo Grande), Ben Fine (Pismo), Greg Ray (Grover Beach), Jim Garing, Brad Hagemann (ABCSD), Vard Ikeda, John Wallace, Dan Migliazzo (SMMWC), Jill Ogren (PW Dept), David Spiegel (PW Dept), Jenny Williamson (PW Dept),

1. Announcements –

- Jill Ogren distributed and discussed the draft San Luis Obispo County IRWM Region Full Project List. It was noted that future submittals for projects that benefit all of Zone 3 should get consensus by the TAC and AC and be submitted with Zone 3 as the project sponsor not individual agencies. Jill will send comments and corrections to the draft list to IRWM unit of Water Resources at Public Works.

2. General Operations and Water Supply Report

- Lake Elev. = 486.22 ft, Storage = 22,849 AF @ 46% capacity; Downstream releases are at 4.2 MGD (instantaneous reading); WTP at 5.3 MGD; SWP at 0.680 MGD. Rainfall to date 0 inches.
- Jill discussed a car accident on Lopez Drive and Huasna Road that had affected telephone communications at Lopez. Communications had been reestablished and follow-up testing with AT&T is being conducted. Emergency dial out communications was back online not long after the accident occurred.
- Jill discussed the Lopez Dam Storage Projections chart and noted that no surplus water has been used by any Zone 3 Agency. Discussed the increased downstream release flow and noted flows were too high at 22nd Street. Adjustments were made to decrease flows from 4.7 to 4.3 MGD.
- Question arose concerning why the projected storage line was higher than actual storage. Jill stated that the usage by agencies for the projection line is based on a historical average. Last month agencies used more than that so the actual storage is less.

3. Taste and Odor Issues –

- David Spiegel discussed results of initial discussions concerning taste and odor reports. Options were presented to TAC on how best to treat the Lopez Terminal Reservoir and estimated costs for each possible option. A packet was distributed to TAC listing six options available, and an email concerning prices of purchase vs rental of aerators and photos.
- Jill discussed the possibility of changing the chemical permit requirement for algae treatment at the Terminal Reservoir. Lopez is currently limited in quantity of chemicals to be used for treatment due to the concern of a possible spill.

4. Capital Improvement Projects –

- David Spiegel distributed a Current Projects Update and an 18-19 work plan (see attached).
- Work Plan was distributed to TAC for review and discussion took place concerning budgeted projects for FY18-19 as well as some unbudgeted projects.

5. Contract Changes Processing Agreement –

- Jill Ogren provided an update on the progress made on the proposed contract changes. At this time there was consensus by TAC to move forward with an MOA between the agencies agreeing to make changes to or address various items with in the contract. Jill will work on preparing a draft for review.

6. Agenda Items Next month –

Next meeting September 12, 2018

Summary Notes Prepared by Jenny Williamson



August 8, 2018

Taste and Odor Investigation

Purpose and Background

The Lopez Water treatment Plant experiences seasonal algae blooms that contribute to taste and odor complaints by the public and the associated city agencies. Currently the District treats the Terminal Reservoir with Copper Sulfate and PAK27 to control algae and doses the plant influent with Powder Activated Carbon (PAC) to treat for taste and odor.

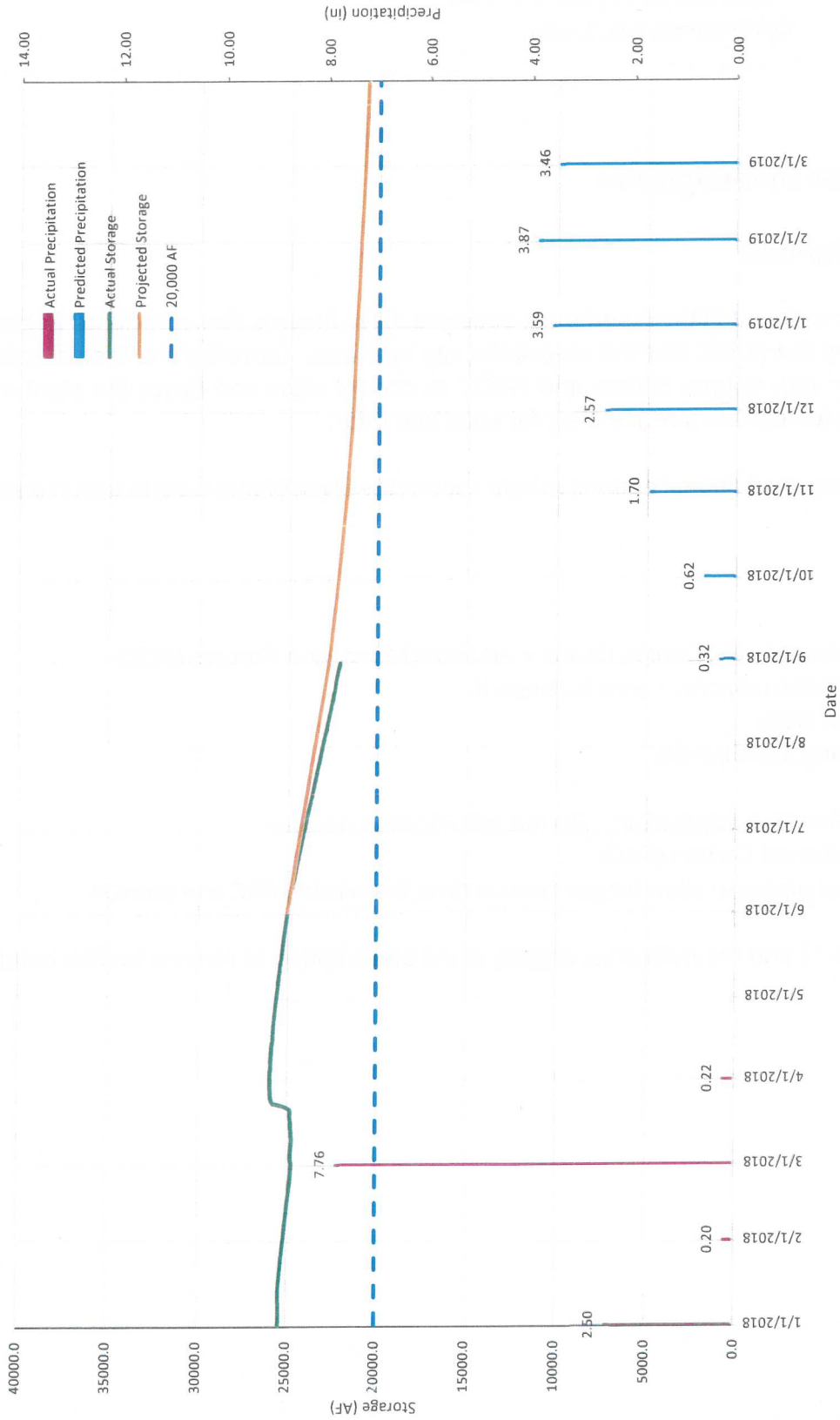
The District is looking at additional options to help control the algae blooms and in turn reduce taste and odor issues.

Options

1. New Unit Process – UV, Ozone, Ozone + Advanced Oxidation Process (AOP)
2. Shade Structures (approx. 1 acre is needed)
 - a. Armor Balls
 - b. Floating Solar Panels
3. Aeration
4. Additional Chemical Application – Permit modification needed
5. Granular Activated Carbon (GAC)
6. Modify Intake piping to allow longer contact time for existing PAC and KMnO4

Specifically, for CSA-12 and the Avila area, pigging could be an option to remove biofilm buildup.

LOPEZ RESERVOIR STORAGE PROJECTION



Note:

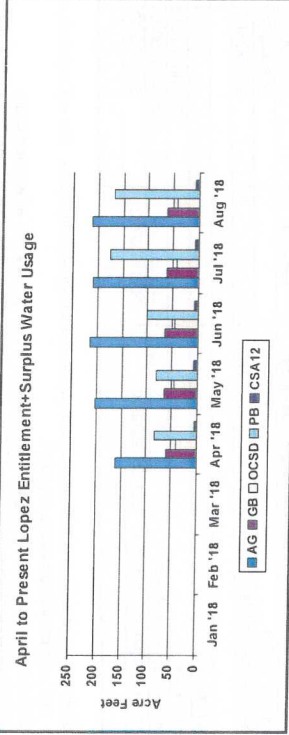
- Storage projection is based on predicted rainfall from longrangeweather.com, historic inflow based on predicted rainfall, 18-19 downstream release requests, and municipal usage.
- Municipal Usage is based on 2010-2017 average monthly deliveries.

San Luis Obispo County Flood Control and Water District

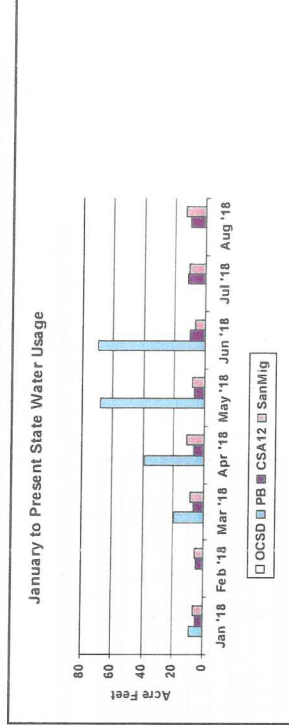
Zone 3 - Lopez Project - Monthly Operations Report

August, 2018

| Contractor | Lopez Water Deliveries | | | | | | | | | | State Water Deliveries | | | | | | | | | |
|---------------|------------------------|----------------|----------------|-------------------|--------------|------------------|-------------|-------------------|--------------|---------------|------------------------|----------------|--------------|---------------------|-------------------|--------------------|---------------------|----------------|-----------------------------------|--|
| | This Month | | | | | April to Present | | | | | This Month | | | | | January to Present | | | | |
| | Entl. | Surplus | Total | Entitlement Usage | % | Surplus Usage | % | Entitlement Usage | % | Surplus Usage | % | Annual Request | Usage | % of Annual Request | Change in Storage | Usage | % of Annual Request | SWP Deliveries | Total Water Deliveries This Month | |
| Arroyo Grande | 2290 | 564.00 | 2854.00 | 211.02 | 9.2% | 0.00 | 0.0% | 996.33 | 43.5% | 0.00 | 0.0% | 0 | 0.00 | 0.0% | | | | | 211.02 | |
| Oceano CSD | 303 | 75.00 | 378.00 | 43.82 | 14.5% | 0.00 | 0.0% | 218.56 | 72.1% | 0.00 | 0.0% | 205 | 0.00 | 0.0% | | | | | 43.82 | |
| Grover Beach | 800 | 197.00 | 997.00 | 62.39 | 7.8% | 0.00 | 0.0% | 313.64 | 39.2% | 0.00 | 0.0% | 205 | 0.00 | 0.0% | | 205.00 | 100.0% | | 62.39 | |
| Pismo Beach | 892 | 220.00 | 1112.00 | 167.32 | 18.8% | 0.00 | 0.0% | 609.24 | 68.3% | 0.00 | 0.0% | 83.96 | 9.49 | 11.3% | | 58.38 | 69.5% | | 167.32 | |
| CSA 12 | 245 | 60.00 | 305.00 | 7.37 | 3.0% | 0.00 | 0.0% | 34.44 | 14.1% | 0.00 | 0.0% | 120 | 12.66 | 10.6% | | 69.18 | 57.7% | | 16.86 | |
| San Miguelito | | | | | | | | | | | | 408.96 | 22.15 | 5.4% | | 332.56 | 81.3% | | 514.07 | |
| Total | 4530 | 1116.00 | 5646.00 | 491.92 | 10.9% | 0.00 | 0.0% | 2172.21 | 48.0% | 0.00 | 0.0% | 408.96 | 22.15 | 5.4% | | 332.56 | 81.3% | 375.00 | 514.07 | |



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



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

| Lopez Dam Operations | This Month | Year to Date |
|--|------------|--------------|
| Lake Elevation (full at 522.37 feet) | 484.84 | -37.53 |
| Storage (full at 49200 acre feet) | 22114 | 44.9% |
| Rainfall | 0 | 0.00 |
| Downstream Release (4200 acre feet/year) | 391.28 | 1777.81 |
| Spillage (acre feet) | 0 | 0.00 |

Comments: Surplus water shown is as designated per BOS May 15, 2018 Declaration of Surplus Water.
 1) Oceano supplied State Water to Canyon Crest via Arroyo Grande's Edna turn out. A total of 2.52 AF delivered to Canyon Crest was added to Oceano's State Water usage this month and 2.52 AF was subtracted from Arroyo Grande's usage this month.

Zone 3
FY 18-19 Work Plan

| Priority List | Description | Internal Orders | Budget | Lead | Support | Assigned to | Notes |
|---------------|--|-----------------|--------------|---------|---------|-------------|-------|
| | Equipment Audit Project | 552R235691 | \$40,000.00 | | | | 1 |
| | Spill Prevention Valves (#5 and #11) | New I/O | \$40,000.00 | | | | 2 |
| | Repair Fault Zone at Left Abutment | 552R235652 | \$180,000.00 | | | | 3 |
| | Repair Domestic and Fireflow Tanks | 552R235653 | \$48,114.00 | | | | 4 |
| | Safety Upgrades (DAF) | 552R235654 | \$30,000.00 | | | | 5 |
| | Cathodic Protection Survey | 552R235616 | \$154,172.00 | | | | 6 |
| | Membrane Feed Pumps (Rebuild 1 each year for 3 years) | 552R235655 | \$44,064.00 | | | | 7 |
| | Equipment Storage Garage Design Project | 552R235648 | \$89,849.00 | | | | 8 |
| | Ammonia Analyzer | WBS 300509 | \$36,906.00 | | | | 9 |
| | Power Monitoring Project | WBS300540 | \$30,000.00 | | | | 10 |
| | Improved Boat Access at Terminal Reservoir | WBS 300568 | \$50,000.00 | | | | 11 |
| | Existing Bypass Pipeline Condition Assessment | 552R235727 | \$20,000.00 | | | | 12 |
| | Water Treatment Alternatives Study (Ozone, Algae Control, Etc) | New I/O | \$35,000.00 | | | | 13 |
| | Electrical Service - TEGG | | \$16,490.00 | | | | 16 |
| | Quagga Mussel Response Plan | | \$25,000.00 | | | | 17 |
| | Unbudgeted Projects | | | | | | |
| | Septic System Repair | | (\$6,800+) | TBD | | | 14 |
| | Terminal Dam Geotechnical Report | | \$5000- | \$15000 | | | 15 |
| | Lopez Spillway Investigation/Inspection - GEI Consultants | 552R235712 | \$93,573.00 | | | | 18 |

Notes

- 1 Completion of plant system audit to determine scope of replacement/upgrades and costs. The estimate is based upon prior years expenses and the FY1617 budget allocation of \$25,000.
- 2 Replace two (2) 6" spill prevention valves at LWTP.
- 3 Landslide is present and additional investigation is needed to assess priority and associated costs.
- 4 Funds requested to begin implementing repairs to Domestic and Fireflow tanks identified per Tank Inspection report Nov. 2016 by ATI; 19/20 funding request is in anticipation of results from work done in 17/18
- 5 Safety upgrades as described in "Fall Hazard Survey" Nov 2016. DAF building safety upgrades 17/18 and Membrane Building safety upgrades 18/19.
- 6 ~\$45k was re-allocated to the vac trailer project to make up for
- 7 Rebuild 3 pumps, 1 per yr beginning 17/18; MW Pumps quote \$26,200 each to rebuild. Rounded up to include staff time and add'l equipment (crane install/removal, etc.)
- 8 On hold until further geologic investigation of the terminal dam is concluded.
- 9 Install new ammonia analyzer.
- 10 Transfer of IQ Analyzer at the LWTP to the SCADA system to evaluate the power quality and system health. Estimate from preliminary costs from consultant.
- 11 Design and initial environmental studies and permitting planned for FY 2018/19. Unspent funds will roll forward for construction.
- 12 TAC requested additional evaluation of the existing bypass pipeline. In process of determining feasibility of pressure testing existing pipeline. If cost is greater than \$20K return to TAC for further discussion.
- 13 Investigation of taste, odor, and algae control method and unit processes such as Ozone, UV, or terminal reservoir treatments (ie. armor balls, floating solar, aeration).
- 14 The leach field at the LWTP has reached its useful life and needs to be remediated. An initial \$6,800 will be needed to assess the proposed leach field location.
- 15 The results of the terminal dam geologic investigation concludes likely liquifiable material and further geologic sampling is required to assess remediation efforts.
- 16 2nd year of Electrical Service - TEGG
- 17 Creation of a Quagga Mussel Response Plan.
- 18 DSOD required non-destructive spillway assessment.



ZONE 3 ADVISORY COMMITTEE

San Luis Obispo County Flood Control and Water Conservation District

AGENDA

Thursday, September 20, 2018 6:30 P.M.

City of Grover Beach Council Chambers

154 S. Eighth Street, Grover Beach, California 93433

- I. CALL TO ORDER AND ROLL CALL
- II. PUBLIC COMMENT
This is an opportunity for members of the public to address the Committee on items that are not on the Agenda
- III. APPROVAL OF MEETING MINUTES OF JULY 19, 2018
- IV. OPERATIONS REPORT
 - A. Water Plant Operations, Reservoir Storage, Downstream Releases
 - B. Projected Reservoir Levels
 - C. July & August Monthly Operations Report
- V. INFORMATION ITEMS
 - A. Climate Update
 - B. Lopez Spillway Assessment Update
 - C. Low Reservoir Response Plan Revisions Update
 - D. 4th Quarter Budget Status
 - E. Cloud Seeding Update
- VI. CAPITAL PROJECTS UPDATE
 - A. Bi-Monthly Update
- VII. ACTION ITEMS (No Subsequent Board of Supervisors Action Required)
 - A. Strategy for Use of District Designated Reserves
- VIII. ACTION ITEMS (Board of Supervisors Action is Subsequently Required)
- IX. FUTURE AGENDA ITEMS
 - A. Lopez Lake Safe Yield
 - B. Cloud Seeding
 - C. Revisions to the Low Reservoir Response Plan (LRRP)
- X. COMMITTEE MEMBER COMMENTS

Next Regular Meeting is Tentatively Scheduled for
Thursday, November 15, 2018 at 6:30 PM at City of Arroyo Grande Council Chambers
Agendas accessible online at SLOCountyWater.org

**SAN LUIS OBISPO COUNTY FLOOD CONTROL
AND WATER CONSERVATION DISTRICT
ZONE 3 ADVISORY COMMITTEE
DRAFT MEETING MINUTES
THURSDAY JULY 19, 2018**

- I. **Call to Order and Roll Call** -- The Zone 3 Advisory Committee Meeting was called to order at 6:30 PM at the Oceano Community Services District by Committee Chair and Agriculture Representative, Brian Talley.

County Public Works Utilities Division Hydraulic Engineer, Jill Ogren, called roll. Members in attendance were:

- John King, ^{CSA 12} ~~Avila Beach Community Services District~~ ^(B.H.)
- Brian Talley, Chair and Agriculture Representative
- Jim Hill, City of Arroyo Grande
- Jeff Lee, City of Grover Beach
- Marcia Guthrie, City of Pismo Beach

- II. **Public Comment** -- No public comment given.

- III. **Officer Rotations** -- Committee Chair rotated from agriculture member to at large member; Committee Vice-Chair rotated from at large member to City of Arroyo Grande representative.

- IV. **Approval of Meeting Minutes of May 27, 2018** -- Member Talley motioned approval; Member Lee second. Member Hill abstained due to his absence from the May 27 meeting. Roll call was made, quorum was met, motion passed.

V. **Operations Report**

A. Water Plant Operations, Reservoir Storage, Downstream Releases -- Ms. Ogren indicated: Lopez Lake elevation was 487.41 feet; storage was 23,499 acre-feet (AF), which is 47.6% capacity; rainfall to date, since July 1, 2018, was 0 inches; plant production was 5.5 million gallons per day (MGD); downstream release was 4.3 cubic feet per second; and State Water was 0.7 MGD.

No public comment was given.

B. Projected Reservoir Levels -- Ms. Ogren indicated the data presented came from LongRangeWeather.com. According to the projections, the reservoir levels could be down to 20,000 acre-feet by late summer 2019--low enough to re-enter into the Low Reservoir Response Plan.

No public comment was given.

- VI. **May & June Monthly Operations Report** -- Ms. Ogren indicated the total water deliveries for the month of May was 483.4 AF. The total water deliveries for the month of June was 514.81 AF. According to Ms. Ogren, Flood Control Zone 3 Agencies are using "Entitlement" water, which is used first. "Surplus" water is used second. As the year progresses, if an agency has used its "Entitlement" water, it will then begin using its "Surplus" water.

VII. Information Items

A. Climate Update -- Ms. Ogren indicated that according to the United States Drought Monitor, the state is experiencing more abnormally dry, moderate drought and severe drought conditions in July 2018 versus July 2017. According to National Oceanic and Atmospheric Administration, the temperature forecast indicated July was warming up with no rainfall forecasted for July.

No public comment was given.

B. Lopez Spillway Assessment Update -- Ms. Ogren gave an update of the Department of Water Resources (DWRs') Division Safety of Dams' (DSODs') required assessment of the Lopez Spillway. Ms. Ogren indicated this requirement is in response to the Oroville Dam failure.

According to Ms. Ogren, County Staff reviewed bids in response to a Request for Proposal and chose GEI Consultants, who is currently performing a desktop assessment. Ms. Ogren indicated GEI will perform a physical inspection of the Lopez Dam Spillway in August. The estimated completion date of the final assessment report is December 2018 and will provide any necessary recommendations.

Ms. Ogren indicated Staff has been corresponding with the DSOD who is aware of the Lopez Spillway assessment status.

VII. Capital Projects Update

A. Bi-Monthly Update -- Ms. Ogren presented a brief update of the Capital Projects listed below.

Lopez Spillway Assessment -- Due to be completed February 2019

Lopez Dam & Terminal Dam Hazard Classification -- The draft inundation maps for both dams were submitted to the DSOD for approval. Completed Emergency Action Plans will be submitted once the inundation maps are approved.

Fault Zone Assessment Left Abutment -- Erosion at the left abutment occurred and was assessed. Results showed insignificant erosion to dam; however, erosion will be addressed.

Equipment Storage at Lopez Water Treatment Plant -- Project is moving along, however has become a lower priority.

Lopez Water Treatment Plant Safety Upgrades -- Upgrades are ongoing and in response to a 2016 safety assessment at the Plant.

Domestic and Fire Flow Tanks Repair at Lopez Water Treatment Plant -- Options are being explored to replace fire tanks.

Ammonia Analyzer -- One aging ammonia analyzer (equipment) was replaced, and another will be replaced as part of regular maintenance and repairs of aging equipment.

Rebuild Membrane Feed Pumps -- One pump per year is being replaced as part of regular maintenance and repairs of aging equipment.

Ms. Ogren reviewed upcoming projects listed below.

Cathodic Protection Survey -- May or may not result in future work to be completed

Geotechnical Investigation of the Terminal Dam -- An assessment of the Terminal Dam was conducted, and it was determined more geotechnical information was needed. GEI Consultants, the same consultant conducting the Lopez Spillway Assessment will utilize data to determine the stability of the Terminal Reservoir.

No public comment was given.

VIII. Action Items (No Subsequent Board of Supervisors Action Required) --
None discussed

IX. Action Items (Board of Supervisors Action is Subsequently Required)

A. Cloud Seeding Update -- Ms. Ogren indicated a cloud seeding item was scheduled to be taken to the County Board of Supervisors on June 23, 2018; however, due to unanswered questions, the item was pulled and will be revisited and brought back to the Zone 3 Advisory Committee in September 2018.

X. Future Agenda Items

A. Lopez Lake Safe Yield -- "Safe Yield" is the amount of water that can be safely used each year without the Lopez Reservoir going below the minimum pool. By utilizing rainfall and hydrology history since 1969, modeling is currently being configured and will demonstrate what the Reservoir will look like if all water entitlements were distributed to participating agencies. Committee will receive update following model completion.

B. Cloud Seeding

C. Strategy of District Funded Reserves

D. Revisions of Low Reservoir Response Plan

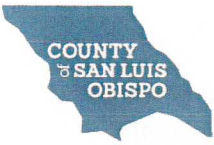
XI. Committee Member Comments -- It was discussed that Oceano Community Services District will recommend new primary and alternate members to the Advisory Committee. County Staff will take the recommendations to the Board of Supervisors for appointment.

A brief discussion occurred regarding whether or not the Terminal Reservoir is needed. Ms. Ogren indicated she will bring the topic up with the Zone 3 Technical Advisory Committee.

Meeting Adjourned at 7:09 PM

Respectfully Submitted,

Andrea M Montes
County of San Luis Obispo Public Works Department



September 20, 2018

MEMORANDUM

TO: Flood Control Zone 3 Advisory Committee
FROM: Kristi Smith, Accountant
SUBJECT: Flood Control Zone 3, Fourth Quarter Budget Status, Fiscal Year 2017-18

Recommendation

The item to be received and filed.

Summary

Attached please find the fourth quarter budget versus actual results for the fiscal year 2017-18. The \$5.5 million dollar budget is broken into three categories: Routine O&M expenses, Non-Routine O&M expenses, and Capital Outlay expenses. At the end of the fiscal year, expenses totaled 84% of the annual budget. Of the remaining \$895,000, over \$700,000 will be carried into FY 2018-19 to continue Non-Routine efforts and complete Capital projects.

| Total Budget | Expenses through Q4 | Balance Available | % of Budget Expended |
|--------------|---------------------|-------------------|----------------------|
| 5,586,112 | 4,690,769 | 895,343 | 84% |

Routine O&M annual budget is approximately \$3.8 million dollars. At the end of the fiscal year, expenses were 106% of the annual budget, which results in a deficit of \$241,000.

| Total Budget | Expenses through Q4 | Balance Available | % of Budget Expended |
|--------------|---------------------|-------------------|----------------------|
| 3,790,051 | 4,031,053 | (241,002) | 106% |

During the year, the Water Treatment Plant staff were relieved of wastewater duties, enabling them to spend more time on plant maintenance. This increase in labor, along with other unbudgeted efforts, such as the repair of the standby generator, contributed to the deficit mentioned above.

Non Routine O&M annual budget is approximately \$598,000 dollars. At the end of the fiscal year, expenses were 40% of the annual budget. The remaining budget is comprised of approximately \$454,000 that will be carried into FY 2018-19 for continued work, and a deficit of roughly \$97,000.

| Total Budget | Expenses through Q4 | Balance Available | % of Budget Expended |
|-------------------------|---------------------|-------------------|----------------------|
| 598,656 | 241,929 | 356,727 | 40% |
| Estimated Carryforward: | | (454,189) | |
| Estimated Deficit: | | (97,462) | |

The budgets for the Lopez Water Rights/Habitat Conservation Plan (HCP) and Pigging comprise the majority of the carryforward amount. There were several unbudgeted efforts, such as the Network Upgrade, the Spillway Assessment, and the Arc Flash Hazard Assessment that contributed to the deficit in this category.

Capital Outlay annual budget is approximately \$1.2 million dollars. At the end of the fiscal year, expenses were 35% of the annual budget, which results in approximately \$780,000 of savings, some of which will carry into FY 2018-19 to continue the projects through completion.

| Total Budget | Expenses through Q4 | Balance Available | % of Budget Expended |
|-------------------------|---------------------|-------------------|----------------------|
| 1,197,405 | 417,786 | 779,619 | 35% |
| Estimated Carryforward: | | (263,484) | |
| Remaining budget: | | 516,135 | |

The majority of the balance available in this category is due to the pH Suppression & Scaling Control project, which has been completed.

Other Agency Involvement/Impact

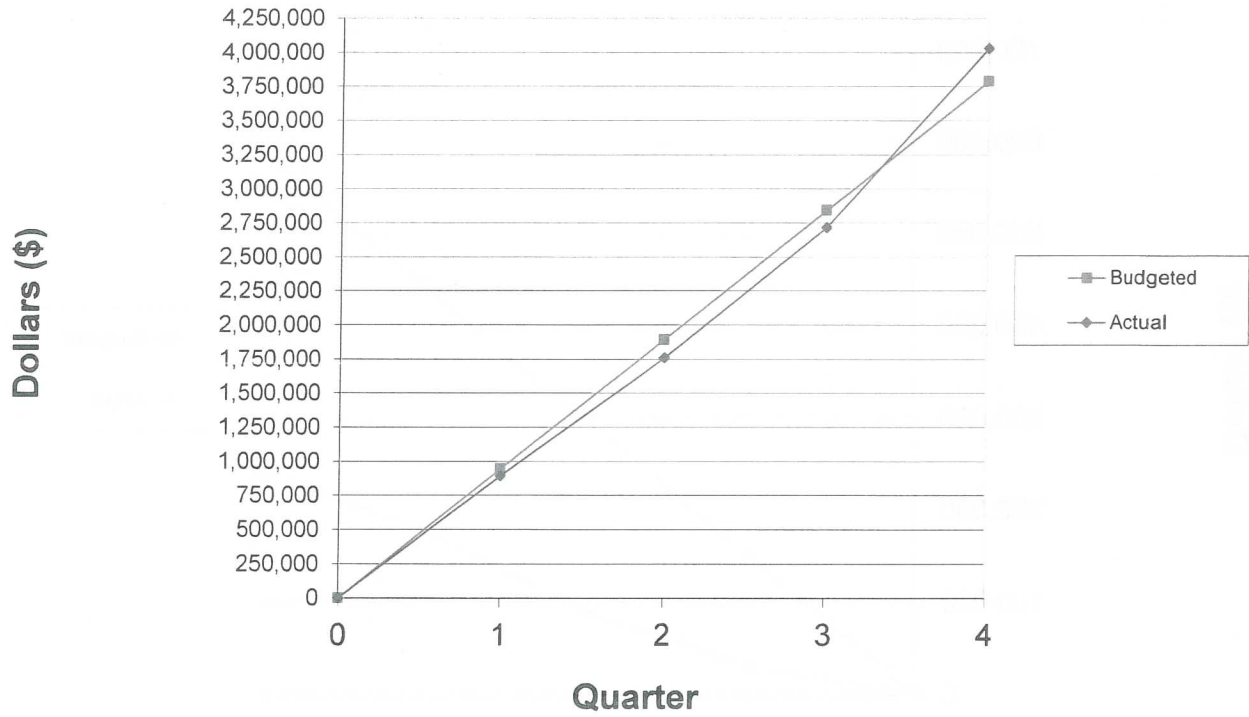
The agencies involved are: City of Arroyo Grande, City of Grover Beach, City of Pismo Beach, Oceano Community Services District, and County Service Area 12. Subcontractors of CSA 12 include Port San Luis Harbor District and Avila Beach Community Services District.

Financial Consideration

All agencies are current on their payments. The estimated billings for FY 2017-18 total \$322,628, which will be allocated to the agencies and mailed along with the 2nd installment of the FY 2018-19 billings that are due January 1, 2019.

Zone 3 Budget Status
4th Quarter FY17/18

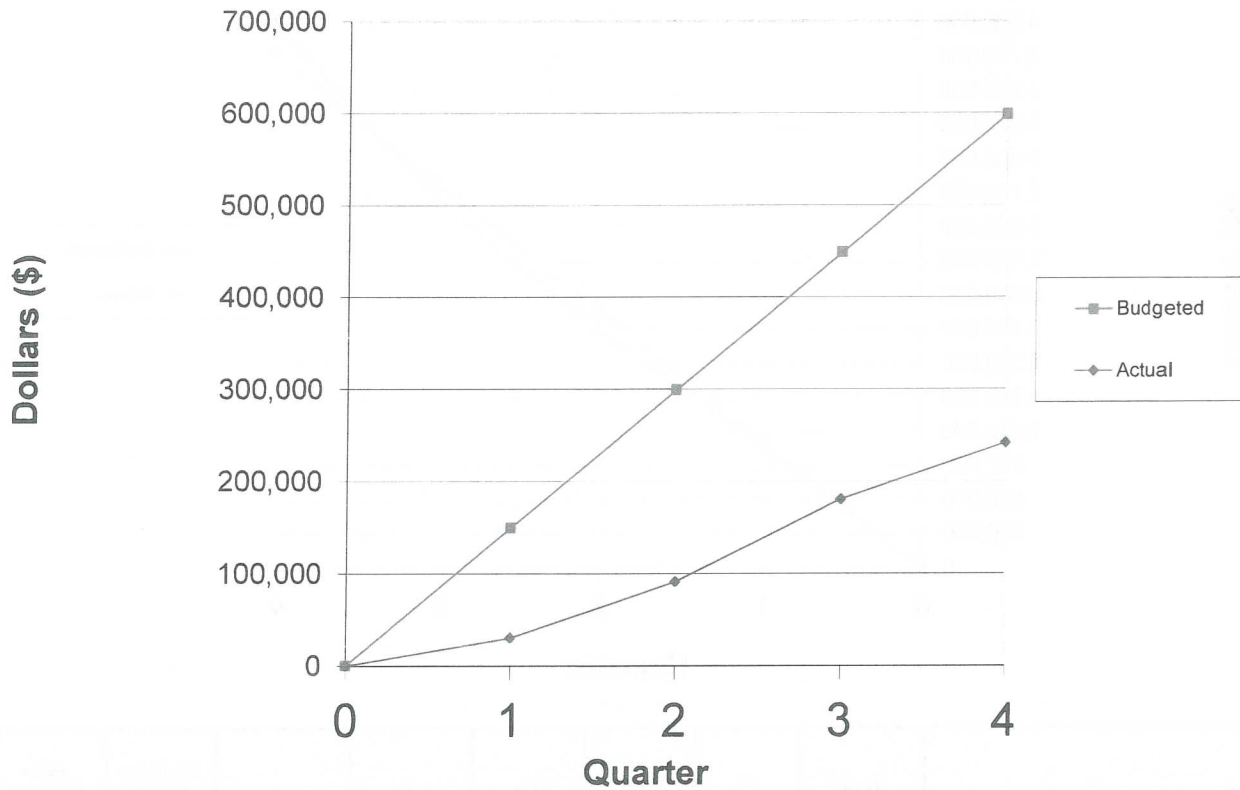
Routine Operation and Maintenance



| O&M Routine Category | Total Budget | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Total | Total Exp as % of Budget | Total Balance Avail |
|---|--------------|-------------|-------------|-------------|-------------|-----------|--------------------------|---------------------|
| Labor Hours | 23,704 | 6,068 | 5,304 | 5,995 | 5,903 | 23,270 | 98% | |
| Chemicals - Water Treatment Plant | 310,770 | 115,338 | 110,530 | 120,170 | 146,555 | 492,592 | 159% | (181,822) |
| Water Quality Testing - Treatment Plant | 59,930 | 16,204 | 12,774 | 20,780 | 14,144 | 63,902 | 107% | (3,972) |
| Utilities - Water Treatment Plant | 187,432 | 63,156 | 70,632 | 55,960 | 67,751 | 263,499 | 141% | (76,067) |
| All Other Costs - Water Treatment Plant | 1,930,735 | 475,236 | 447,487 | 508,219 | 632,334 | 2,063,277 | 107% | (132,542) |
| Terminal | 129,597 | 31,433 | 15,162 | 20,266 | 62,921 | 129,783 | 100% | (186) |
| Main Dam | 251,808 | 60,829 | 39,329 | 32,716 | 103,151 | 236,025 | 94% | 15,783 |
| Other | 919,779 | 127,392 | 169,446 | 197,232 | 287,906 | 781,975 | 85% | 137,804 |
| Expenses | | 895,589 | 865,360 | 955,342 | 1,314,762 | 4,031,053 | 106% | (241,002) |
| Budget | 3,790,051 | 947,512 | 947,512 | 947,512 | 947,512 | 3,790,051 | | |
| Variance (over)/under | | 51,924 | 82,153 | (7,829) | (367,251) | (241,003) | | |
| % Variance | | 5% | 9% | -1% | -39% | | | |

Zone 3 Budget Status
4th Quarter FY17/18

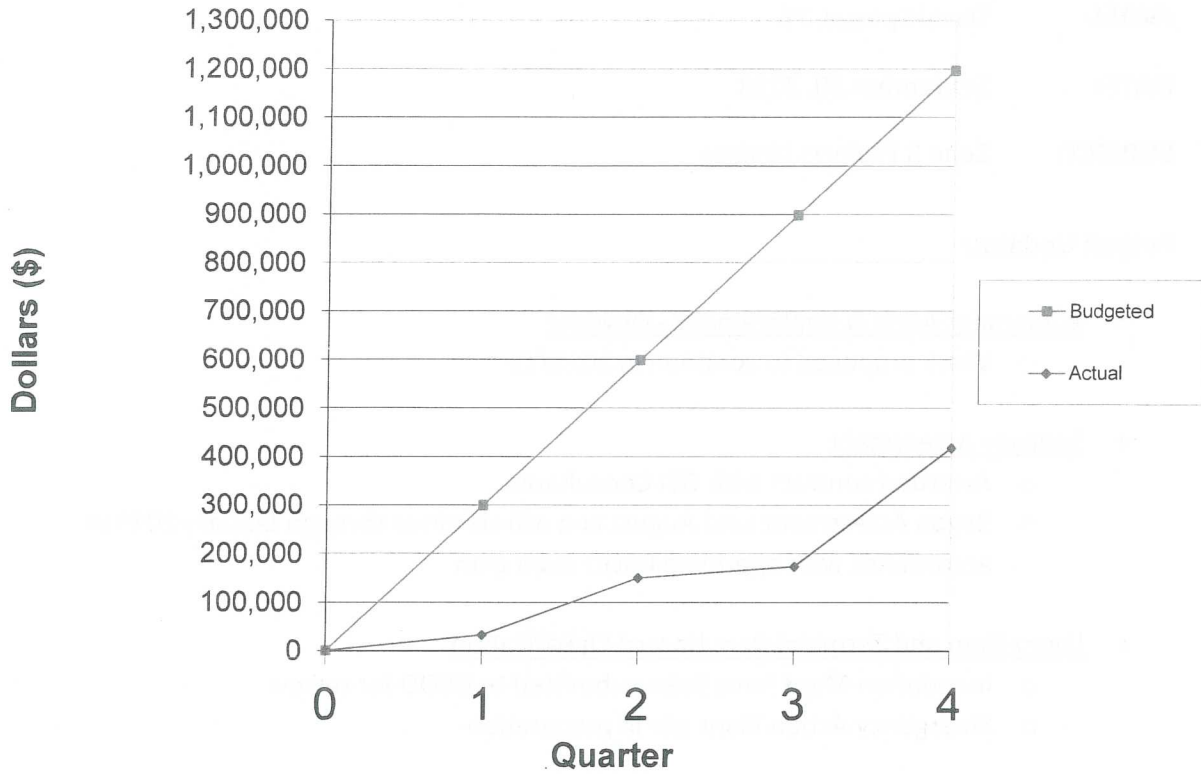
Non-Routine Operation and Maintenance



| O&M Non Routine Category | Total Budget | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Total | Total Exp as % of Budget | Total Balance Avail |
|--|----------------|----------------|----------------|----------------|----------------|----------------|--------------------------|---------------------|
| Lopez Water Rights /HCP | 292,743 | 1,742 | 9,910 | 5,058 | 13,840 | 30,550 | 10% | 262,193 |
| Pigging-Unit B | 117,195 | - | - | - | - | - | 0% | 117,195 |
| Lopez Dam Environmental Monitoring | 7,191 | 1,860 | 1,706 | 4,953 | 3,160 | 11,679 | 162% | (4,488) |
| Contribution to ISF for Shared New Equip | 39,348 | - | - | - | 13,231 | 13,231 | 34% | 26,117 |
| Equipment Audit/Replacement Plan | 15,000 | - | - | - | - | - | 0% | 15,000 |
| Rodriguez Bridge Environmntl Monitoring | 9,920 | 2,857 | 2,187 | 3,471 | 1,245 | 9,760 | 98% | 160 |
| Santa Maria Groundwater Basin Modeling | 117,259 | - | - | - | 16,230 | 16,230 | 14% | 101,029 |
| Other | - | 24,061 | 47,077 | 75,645 | 13,697 | 160,480 | 0% | (160,480) |
| Expenses | | 30,520 | 60,880 | 89,127 | 61,403 | 241,929 | 40% | 356,727 |
| Budget | 598,656 | 149,664 | 149,664 | 149,664 | 149,664 | 598,656 | | |
| Variance (over)/under | | 119,144 | 88,784 | 60,537 | 88,261 | 356,727 | | |
| % Variance | | 80% | 59% | 40% | 59% | | | |

Zone 3 Budget Status
4th Quarter FY17/18

Capital Outlay



| Capital Outlay Projects | Total Budget | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Total | Total Exp as % of Budget | Total Balance Avail |
|--|------------------|----------------|----------------|----------------|----------------|------------------|--------------------------|---------------------|
| WTP 6th Membrane Filtration Module Addit | 19,437 | 4,923 | 5,487 | 319 | 745 | 11,474 | 59% | 7,963 |
| WTP Resurface Parking Lot | 24,728 | 1,523 | 19,046 | 103 | - | 20,672 | 84% | 4,056 |
| Ammonia Analyzer Equip Repl | 30,000 | - | - | 22,053 | 1,339 | 23,391 | 78% | 6,609 |
| pH Suppression & Scaling Control | 503,220 | (12,915) | - | - | - | (12,915) | -3% | 516,135 |
| Cathodic Protection Maint | 109,172 | - | - | - | - | - | 0% | 109,172 |
| Dam Intake Fac & Op Assessment | 20,899 | - | - | - | - | - | 0% | 20,899 |
| Structural Assessment Term Resv Dam | 50,000 | 1,390 | 3,013 | - | 54,342 | 58,744 | 117% | (8,744) |
| Equip Storage Building | 25,000 | 151 | - | - | - | 151 | 1% | 24,849 |
| Pressure Transducers | 35,000 | - | - | 979 | 32,771 | 33,750 | 96% | 1,250 |
| Geologic Assmt Fault Zone Left Abutment | 50,000 | 893 | 3,872 | 56 | 32,488 | 37,309 | 75% | 12,691 |
| Domestic & Fireflow Tank Assessment | 50,000 | 397 | 1,489 | - | - | 1,886 | 4% | 48,114 |
| Safety Upgrades to WTP | 15,000 | - | - | - | - | - | 0% | 15,000 |
| Replace Membrane Feed Pumps | 35,000 | - | - | - | 25,936 | 25,936 | 74% | 9,064 |
| PLC Replacement & Programming | 69,763 | 3,959 | 85,136 | - | - | 89,095 | 128% | (19,332) |
| Replace Membrane Strainers | 10,186 | 31,950 | - | - | 2,122 | 34,072 | 335% | (23,886) |
| Vac Trailer | 95,000 | - | - | - | 94,220 | 94,220 | 99% | 780 |
| Various Equipment Replacement | 55,000 | - | - | - | - | - | 0% | 55,000 |
| Expenses | | 32,271 | 118,043 | 23,510 | 243,963 | 417,786 | 35% | 779,619 |
| Budget | 1,197,405 | 299,351 | 299,351 | 299,351 | 299,351 | 1,197,405 | | |
| Variance (over)/under | | 267,080 | 181,309 | 275,842 | 55,388 | 779,619 | | |
| % Variance | | 89% | 61% | 92% | 19% | | | |



ZONE 3 ADVISORY COMMITTEE

San Luis Obispo County Flood Control and Water Conservation District

TO: Zone 3 Technical Advisory Committee
FROM: David Spiegel, PE
DATE: September 20, 2018
SUBJECT: Zone 3 Projects Update

Project Updates:

- Equipment Audit & Replacement - Ongoing
 - Work proposed to continue in 2018/19

- Spillway Assessment
 - Awarded contract with GEI Consultants
 - Began Assessment Late August and will continue through January 2019 in accordance with approved DSOD work plan

- Lopez Dam and Terminal Dam Hazard Classification
 - Inundation Maps have been submitted to DSOD for review
 - Emergency Action Plans are in preparation

- Structural Assessment of Terminal Reservoir
 - Preliminary findings suggest additional geotechnical investigation is needed

- Fault Zone Assessment – Dam Left Abutment
 - Preliminary findings suggest remediation work is necessary
 - Determining scope of work

- Equipment Storage
 - Establishing building location options

- Lopez WTP Safety Upgrades
 - Upgrading safety railings and catwalks in DAF building

- Domestic and Fire Tank
 - Reviewing quotes for repairs and maintenance items



ZONE 3 ADVISORY COMMITTEE

San Luis Obispo County Flood Control and Water Conservation District

- Rebuild Membrane Feed Pumps (1 per year)
 - Second pump is being scheduled for removal and rebuilding

Upcoming Projects (Requested FY 2018/19):

- Cathodic Protection Survey
- Sludge Bed Cleanout Repair – 4 total
- Lopez Water Treatment Plant Leach Field Repair/Replacement
- Ammonia Analyzer (2nd)
- Water Treatment Alternatives Study
- Improved Boat Access
- LWTP Spill Prevention Valve Replacement (qty = 2)

Completed Projects

- Turnout SCADA Project
- Ammonia Analyzer
- Sludge Repair on 4A
- Pressure Transducers
- Turnout Flow Meters
- Static Mixer



September 20, 2018

MEMORANDUM

TO: Flood Control Zone 3 Advisory Committee
FROM: Kristi Smith, Accountant
SUBJECT: Strategy for Use of District Funded Designated Reserves

Discussion

As mentioned in the fourth quarter budget status report, there is \$516,135 of budget remaining after the completion of the pH Suppression & Scaling Control project. The Zone 3 Advisory Committee indicated at its May meeting that it would like to use the remaining budget to replenish reserves and offset the FY 2017-18 final bill. Below are two options for the distribution of the remaining budget.

Option #1:

Replace Contractor Reserves, District Funded Designated Reserves and partially offset the FY 2017-18 final bill as shown in the table below. This will result in the agencies receiving a final bill of \$135,000.

| | |
|--|-------------------|
| Proposed Replacement of Contractor Reserves: | \$ 48,000 |
| Proposed Replacement of Dist Fnd Desig Reserves: | \$ 280,500 |
| Proposed to offset 2017-18 Final Billing: | \$ 187,628 |
| Total: | \$ 516,135 |

Net Results

| | Arroyo Grande | Grover Beach | Pismo Beach | CSA 12 | Oceano CSD | |
|-------------------------------|---------------|--------------|-------------|-----------|------------|-----------|
| | 50.55% | 17.66% | 17.66% | 7.44% | 6.69% | |
| Estimated 2017-18 Final Bill: | \$ 68,242 | \$ 23,841 | \$ 23,841 | \$ 10,044 | \$ 9,032 | \$135,000 |

Option #2:

Replace Contractor Reserves, District Funded Designated Reserves and fully offset the FY 2017-18 final bill as shown in the table below. This will result in the agencies not receiving a bill.

| | |
|--|------------|
| Proposed Replacement of Contractor Reserves: | \$ 48,000 |
| Proposed Replacement of Dist Fnd Desig Reserves: | \$ 145,500 |
| Proposed to offset 2017-18 Final Billing: | \$ 322,628 |
| Total: | \$ 516,135 |

Net Results

| | Arroyo Grande | Grover Beach | Pismo Beach | CSA 12 | Oceano CSD | |
|-------------------------------|---------------|--------------|-------------|--------|------------|-----|
| | 50.55% | 17.66% | 17.66% | 7.44% | 6.69% | |
| Estimated 2017-18 Final Bill: | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

At their September 12, 2018, meeting the Technical Advisory Committee (TAC) recommended option #2.

The proposed reserve replacements do not need further action by the Board of Supervisors since they were included in the FY 2018-19 Proposed Budget that was approved by the Board in June 2018.

District Funded Designated Reserves

If Option #1 is chosen, the total available balance in the District Funded Designated Reserves will be \$791,447 and will be earmarked as follows:

| Recommended Uses | Actual Amounts | Available Balance | District Funded Designated Reserves Utilization Plan |
|------------------|----------------|-------------------|---|
| \$50,000 | - | \$50,000 | HCP Efforts |
| \$10,000 | \$10,000 | - | Cloud Seeding Feasibility Study |
| \$250,000 | \$117,259 | \$132,741 | Santa Maria Groundwater Basin Model |
| \$189,376 | \$99,875 | \$89,501 | Arroyo Grande Creek Watershed Stormwater Resource Plan (Prop 1 Grant match) |
| \$261,515 | | | |
| | \$25,000 | | Spillway Assessment workplan for DSOD |
| | (\$200,500) | | Proposed Reserve Replacement with unused pH Supp budget |
| | | \$519,205 | Public safety related to water quality and quantity purposes |
| | | | |
| \$760,891 | | \$791,447 | TOTAL District Funded Designated Reserves |

County of San Luis Obispo Department of Public Works

If Option #2 is chosen, the total available balance in the District Funded Designated Reserves will be \$656,447 and will be earmarked as follows:

| Recommended Uses | Actual Amounts | Available Balance | District Funded Designated Reserves Utilization Plan |
|------------------|----------------|-------------------|---|
| \$50,000 | - | \$50,000 | HCP Efforts |
| \$10,000 | \$10,000 | - | Cloud Seeding Feasibility Study |
| \$250,000 | \$117,259 | \$132,741 | Santa Maria Groundwater Basin Model |
| \$189,376 | \$99,875 | \$89,501 | Arroyo Grande Creek Watershed Stormwater Resource Plan (Prop 1 Grant match) |
| \$261,515 | | | |
| | \$25,000 | | Spillway Assessment workplan for DSOD |
| | (\$145,500) | | Proposed Reserve Replacement with unused pH Supp budget |
| | | \$384,205 | Public safety related to water quality and quantity purposes |
| | | | |
| \$760,891 | | \$656,447 | TOTAL District Funded Designated Reserves |



Special District Risk Management Authority

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

Maximizing Protection. Minimizing Cost. www.sdrma.org

September 13, 2018

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

Re: No Paid Workers' Compensation Claims in 2017-18

Dear Mr. Kelley:

This letter is to formally acknowledge the dedicated efforts of the Avila Beach Community Services District's Governing Body, management and staff towards proactive loss prevention and workplace safety. Your agency's efforts have resulted in no "paid" workers' compensation claims for program year 2017-18. A "paid" claim for the purposes of this recognition represents the first payment on an open claim during the prior program year. This is a great accomplishment!

It is through the efforts of members such as Avila Beach Community Services District that SDRMA has been able to continue providing affordable workers' compensation coverage to over 442 public agencies throughout California. In fact, 281 members or 64% in the workers' compensation program had no "paid" claims in program year 2017-18.

In addition to this annual recognition, members with no "paid" claims during 2017-18 earned 2 credit incentive points (CIPs) thereby reducing their annual contribution amount. Also, members without claims receive a lower "experience modification factor" (EMOD) which also reduces their annual contribution amount.

As SDRMA is dedicated to serving its members and preventing claims, we would appreciate your agency taking a moment and sharing with us what made your District successful in preventing work related injuries. Our goal is to incorporate your successful ideas and suggestions into our loss prevention programs to benefit all members of SDRMA. Please forward any ideas or suggestions to Dennis Timoney, SDRMA Chief Risk Officer at dtimoney@sdrma.org.

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

Sincerely,
Special District Risk Management Authority

Jean Bracy, President
Board of Directors



President's Special Acknowledgement Award

The President of the Special District Risk Management Authority

Hereby gives special recognition to

Avila Beach Community Services District

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


Jean Bracy, SDA, SDRMA Board President

September 13, 2018
Date



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

Maximizing Protection. Minimizing Risk. www.sdrma.org

September 13, 2018

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

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

Dear Mr. Kelley:

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

A "paid" claim for the purposes of this recognition represents the first payment on an open claim during the prior program year and excludes property claims. Your agency's efforts have resulted in no "paid" property/liability claims for the prior 5 consecutive program years including 2017-18. This is an outstanding accomplishment that serves as an example for all SDRMA members!

It is through the efforts of members such as Avila Beach Community Services District that SDRMA has been able to continue providing affordable property/liability coverage to over 505 public agencies throughout California. While 428 members or 85% in the property/liability program had no "paid" claims in program year 2017-18, 261 members or 52% had no paid claims for the prior 5 consecutive years.

In addition to this annual recognition, members with no "paid" claims during 2017-18 earned 2 credit incentive points (CIPs) reducing their annual contribution amount and members with no "paid" claims for the prior 5 consecutive program years earned 3 additional bonus CIPs. Also, members with no "paid" claims for at least 3 consecutive program years may receive a lower "risk factor" which also helps to reduce the annual contribution amount.

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

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

Sincerely,
Special District Risk Management Authority

Jean Bracy, President
Board of Directors



President's Special Acknowledgement Award

The President of the Special District Risk Management Authority

Hereby gives special recognition to

Avila Beach Community Services District

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

Jean Bracy, SDA, SDRMA Board President

September 13, 2018

Date



Bradley Hagemann <hagemann.associates@gmail.com>

Streetlight Upgrade

1 message

Silva, Kristen <K1Cp@pge.com>

Tue, Sep 18, 2018 at 3:57 PM

To: "hagemann.associates@gmail.com" <hagemann.associates@gmail.com>

Hi Brad,

Thank you for the time on the phone today. I'm excited to get Avila Beach opted in for all streetlights to be upgraded to LED. I have a lot of information to share with you, so please review the information and let me know if you have questions. I have October 10th locked in on my calendar for a visit to present to the board if needed.

Cobra Head Lights

What's the Same....

- Opt in program, where customers can choose to participate
- No Upfront costs, \$2.81 Temporary Incremental Facility Charge (IFC) added to the LED Streetlight rate, which is less than the energy savings so customer will have a reduced bill.
- PG&E continues to own & maintain lights
- Installation takes less than 10 minutes per light
- Lights are directional, shining the light intentionally down to the street & sidewalk in a rectangular (type 3 pattern)
- Lights are manufactured by CREE and have a 20 year lifetime with a 10 year manufacturer warranty

What's New...

- New Model lights....Cree RSW, which is a completely internal reflective light, the light shines up into the fixture into a prism which then projects downward, no bulb visibility. <https://lighting.cree.com/products/outdoor/street-and-roadway/rsw-series>
- 3k color temperature lights are available, 3k is the recommended color temperature by the International Dark Sky Association.

-

Decorative Lights

- Opt in program, where customers can choose to participate
- Customer can select, fixture type, fixture color, wattage, light color & light pattern
- No Upfront costs, \$12.77 Temporary Incremental Facility Charge (IFC) added to the LED Streetlight rate, this will cost the customers more per month until its removed. PG&E has already requested a reduction from the CPUC to make it more cost effective for customers.
- PG&E continues to own & maintain lights
- Installation takes less than 20 minutes per light
- Lights are directional, shining the light intentionally down to the street & sidewalk.

Since the IFC for the cobra head program is scheduled to be removed at the end of this year, you will see a reduction in your cobra head streetlight bill. Potentially you could roll that savings into the additional cost of

the decorative lights.

I have attached the opt in workbook for your decorative lights, on that you will find:

Tab 1: Decorative lighting options

Tab 2: Details of each light

Tab 3: Map Link to decorative lights

I am working on getting an updated list for the cobra heads, since the last one was a couple years old, I should have that for you to review tomorrow.

Looking forward to meeting with you,

Kristen Silva

LCE Electric Outreach | Service Solutions Specialist

☎ (925)459-6143 ☎ (925)586-4417 | ✉ k1cp@pge.com

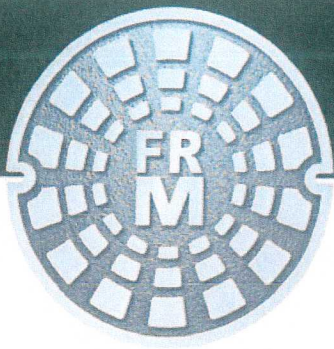
Questions? Email streetlightupgrade@pge.com

We respect your privacy. Please review our privacy policy for more information.

<http://www.pge.com/en/about/company/privacy/customer/index.page>



AVILA BEACH CSD_DECORATIVE_OPT_IN_WORKBOOK.xlsx
668K



October 2, 2018

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

SUBJECT: SEPTEMBER 2018 MONTHLY FACILITY REPORT FOR THE AVILA BEACH COMMUNITY SERVICES DISTRICT WASTEWATER TREATMENT PLANT, WATER SYSTEM AND COLLECTION SYSTEM

WASTEWATER TREATMENT PLANT

Trench plates at the wastewater treatment plant were removed from a previous exploration project; backfill material was provided and the material was compacted up to grade. Valve risers were installed during the work to allow future access to operational valves at the 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.

WATER SYSTEM

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

COMPLIANCE RECORD AND PLANT PERFORMANCE

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

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

Sincerely,

FLUID RESOURCE MANAGEMENT

Krista Ackermann Young
Operations Manager

ATTACHMENTS

- Self-Monitoring Report
- ABCSD Average Daily WWTP Effluent Flow (2016-2018)
- ABCSD Monthly Total WWTP Effluent Flow (2016-2018)
- Port San Luis Monthly Total Flow (2016-2018)
- Monthly Average Influent BOD (2016-2018)
- Monthly Average Effluent BOD (2016-2018)
- Monthly Water Purchased From Lopez (2016-2018)
- ABCSD Monthly Water Sold (2016-2018)

Avila Beach CSD Wastewater Treatment Facility

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

Month: **SEPTEMBER 2018**

| Date | Daily Flow (MGD) | | | Effluent Monitoring | | |
|-------|------------------|---|-----------|-------------------------|-------------------------|-------------------------|
| | Total | Max (gpm) | Avg (gpm) | Biweekly Total Coliform | Biweekly Fecal Coliform | Daily Chlorine Residual |
| 1 | 0.074942 | 107 | 52 | | | <0.02 |
| 2 | 0.087455 | 139 | 60 | | | <0.02 |
| 3 | 0.070365 | 114 | 49 | | | <0.02 |
| 4 | 0.063778 | 87 | 44 | <2 | <2 | <0.02 |
| 5 | 0.077246 | 113 | 54 | | | <0.02 |
| 6 | 0.059212 | 101 | 42 | <2 | <2 | <0.02 |
| 7 | 0.051388 | 84 | 26 | | | <0.02 |
| 8 | 0.065279 | 106 | 45 | | | <0.02 |
| 9 | 0.063197 | 98 | 44 | | | <0.02 |
| 10 | 0.042932 | 86 | 30 | | | <0.02 |
| 11 | 0.039255 | 84 | 27 | <2 | <2 | <0.02 |
| 12 | 0.041542 | 72 | 29 | | | <0.02 |
| 13 | 0.041363 | 77 | 29 | <2 | <2 | <0.02 |
| 14 | 0.053224 | 83 | 37 | | | <0.02 |
| 15 | 0.061514 | 94 | 43 | | | <0.02 |
| 16 | 0.059241 | 106 | 41 | | | <0.02 |
| 17 | 0.042299 | 87 | 29 | | | <0.02 |
| 18 | 0.041573 | 73 | 29 | <2 | <2 | <0.02 |
| 19 | 0.040162 | 77 | 28 | | | <0.02 |
| 20 | 0.042170 | 76 | 29 | <2 | <2 | <0.02 |
| 21 | 0.047746 | 79 | 35 | | | <0.02 |
| 22 | 0.058744 | 95 | 41 | | | <0.02 |
| 23 | 0.055536 | 125 | 38 | | | <0.02 |
| 24 | 0.041633 | 77 | 29 | | | <0.02 |
| 25 | 0.038929 | 77 | 27 | <2 | <2 | <0.02 |
| 26 | 0.039352 | 79 | 27 | | | <0.02 |
| 27 | 0.041876 | 79 | 29 | | | |
| 28 | 0.046378 | 94 | 32 | | | <0.02 |
| 29 | 0.059669 | 110 | 42 | | | <0.02 |
| 30 | 0.058757 | 98 | 40 | | | |
| 31 | | | | | | |
| Min | 0.038929 | 72 | 26 | <2 | <2 | <0.02 |
| Mean | 0.053559 | 93 | 37 | <2 | <2 | <0.02 |
| Max | 0.087455 | 139 | 60 | <2 | <2 | <0.02 |
| Total | 1.606757 | Effluent daily (dry weather) flow NTE 0.2 MGD (mean). | | | | |

Influent Brine Received

| Date | Volume (Gallons) |
|------|------------------|
| | N/A |

Sludge Removal

| Date | Gallons |
|---------|---------|
| 9/4/18 | 4,500 |
| 9/18/18 | 4,800 |

Effluent and Influent Monitoring

| Date | Biweekly Effluent BOD (24 HC) | Biweekly Effluent TSS (24 HC) | Biweekly Influent BOD (24 HC) | Biweekly Influent TSS (24 HC) | Monthly Effluent Oil & Grease (Grab) |
|--------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|--------------------------------------|
| 9/2/18 | 25 | 22 | 265 | 136 | |
| 9/6/18 | 16 | 4 | 399 | 32 | |
| 9/9/18 | 24 | 5 | 405 | 383 | |
| 9/13/18 | 22 | 10 | 464 | 129 | |
| 9/16/18 | 28 | 21 | 453 | 496 | |
| 9/20/18 | 15 | 15 | 468 | 870 | |
| 9/23/18 | 23 | 17 | 467 | 437 | |
| 9/27/18 | | | | | |
| 9/30/18 | | | | | |
| Min | 15 | 4 | 265 | 32 | 0 |
| Mean | 21.9 | 13.4 | 417.3 | 354.7 | #DIV/0! |
| Max | 28 | 22 | 468 | 870 | 0 |
| BOD Removal: 94.8% | | | TSS Removal: 96.2% | | |

Effluent Monitoring

| Date | Weekly Set. Solids (Grab) | Weekly Turbidity (Grab) | Weekly pH (Grab) | Weekly Temp °F (Grab) |
|---------|---------------------------|-------------------------|------------------|-----------------------|
| 9/6/18 | <0.1 | 8.44 | 6.5 | 74 |
| 9/13/18 | <0.1 | 13.1 | 6.6 | 70 |
| 9/20/18 | <0.1 | 14.7 | 7.0 | 71 |
| 9/27/18 | | | | |
| Min | <0.1 | 8.4 | 6.5 | 70 |
| Mean | <0.1 | 12.1 | 6.7 | 71.7 |
| Max | <0.1 | 14.7 | 7.0 | 74 |

Effluent Limits

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

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

SIGNATURE: _____

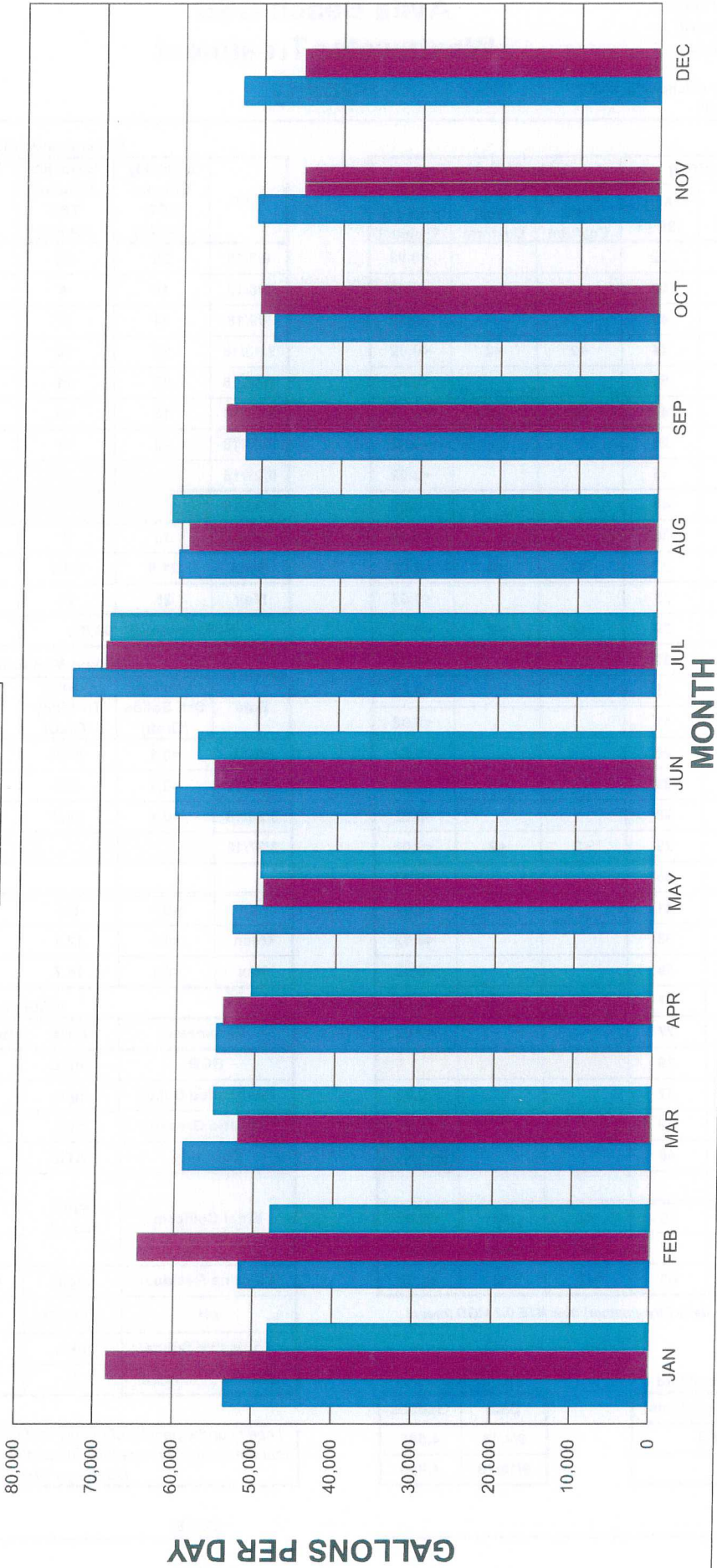
DATE: _____

PRINTED NAME: _____

TITLE: _____

ABCSD AVERAGE DAILY WWTP EFFLUENT FLOW (2016 - 2018)

■ 2016 ■ 2017 ■ 2018



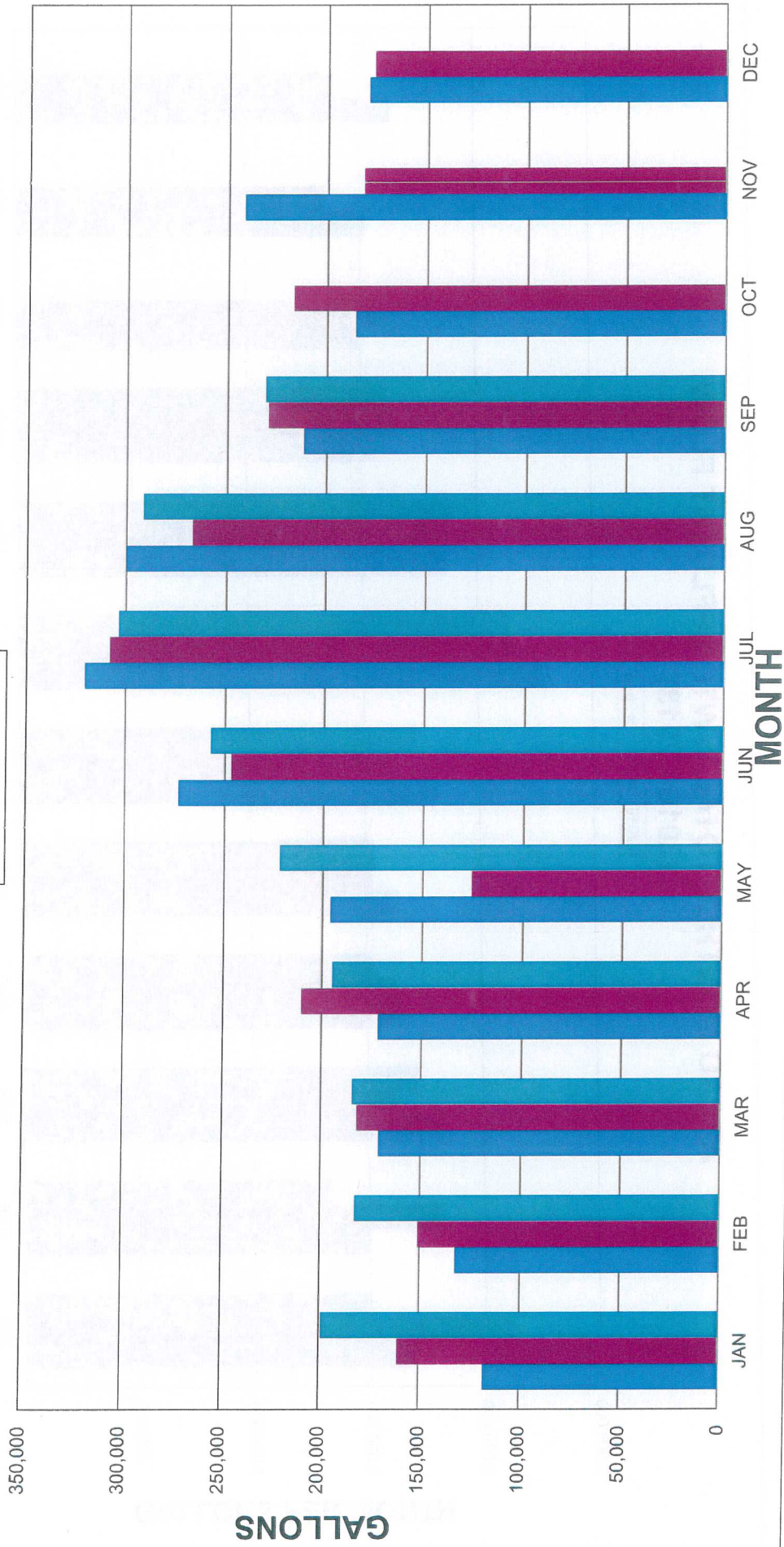
ABCSD MONTHLY TOTAL WWTP EFFLUENT FLOW (2016 - 2018)

■ 2016 ■ 2017 ■ 2018

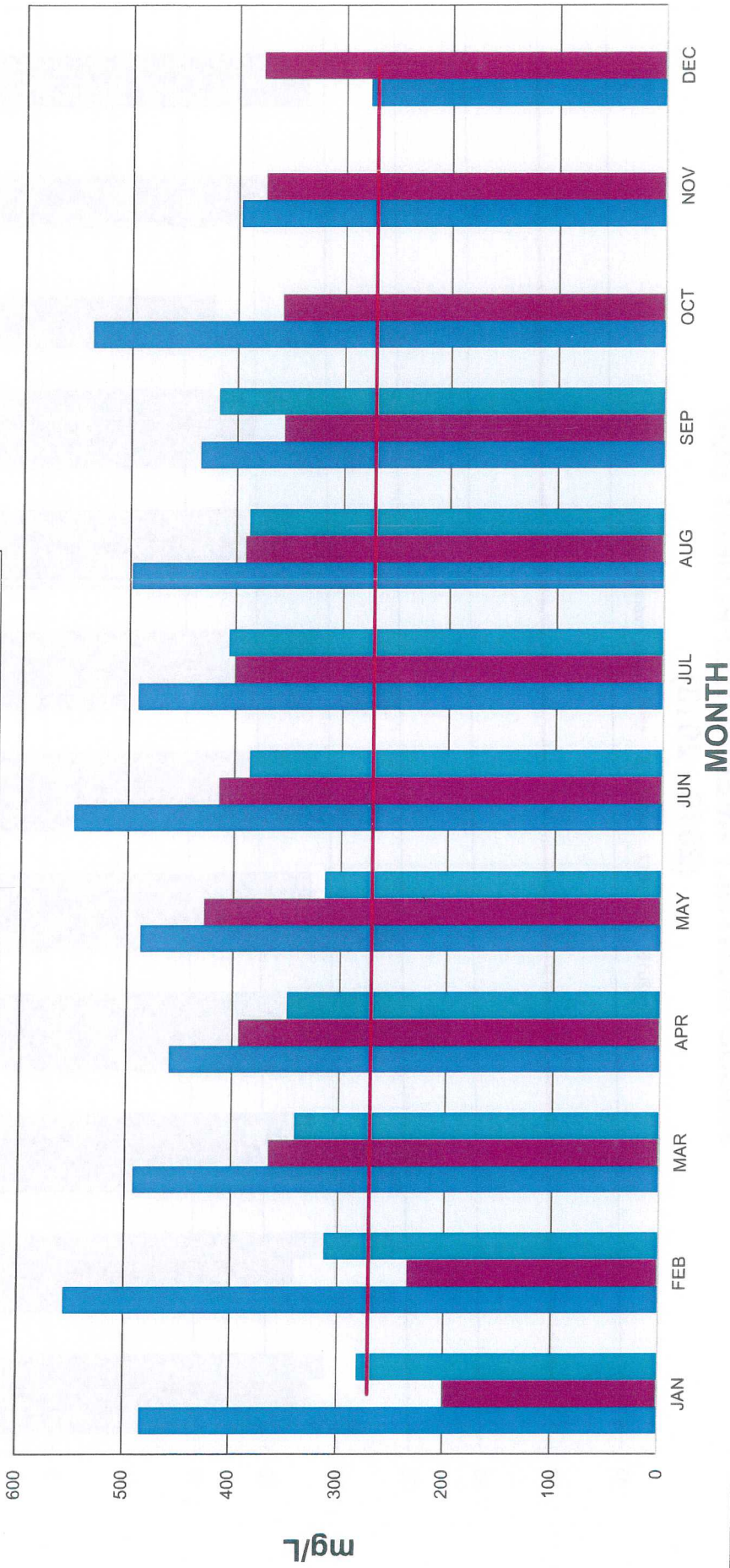


PORT SAN LUIS MONTHLY TOTAL FLOW (2016 - 2018)

■ 2016 ■ 2017 ■ 2018



ABCSD MONTHLY AVERAGE INFLUENT BOD (2016 - 2018)

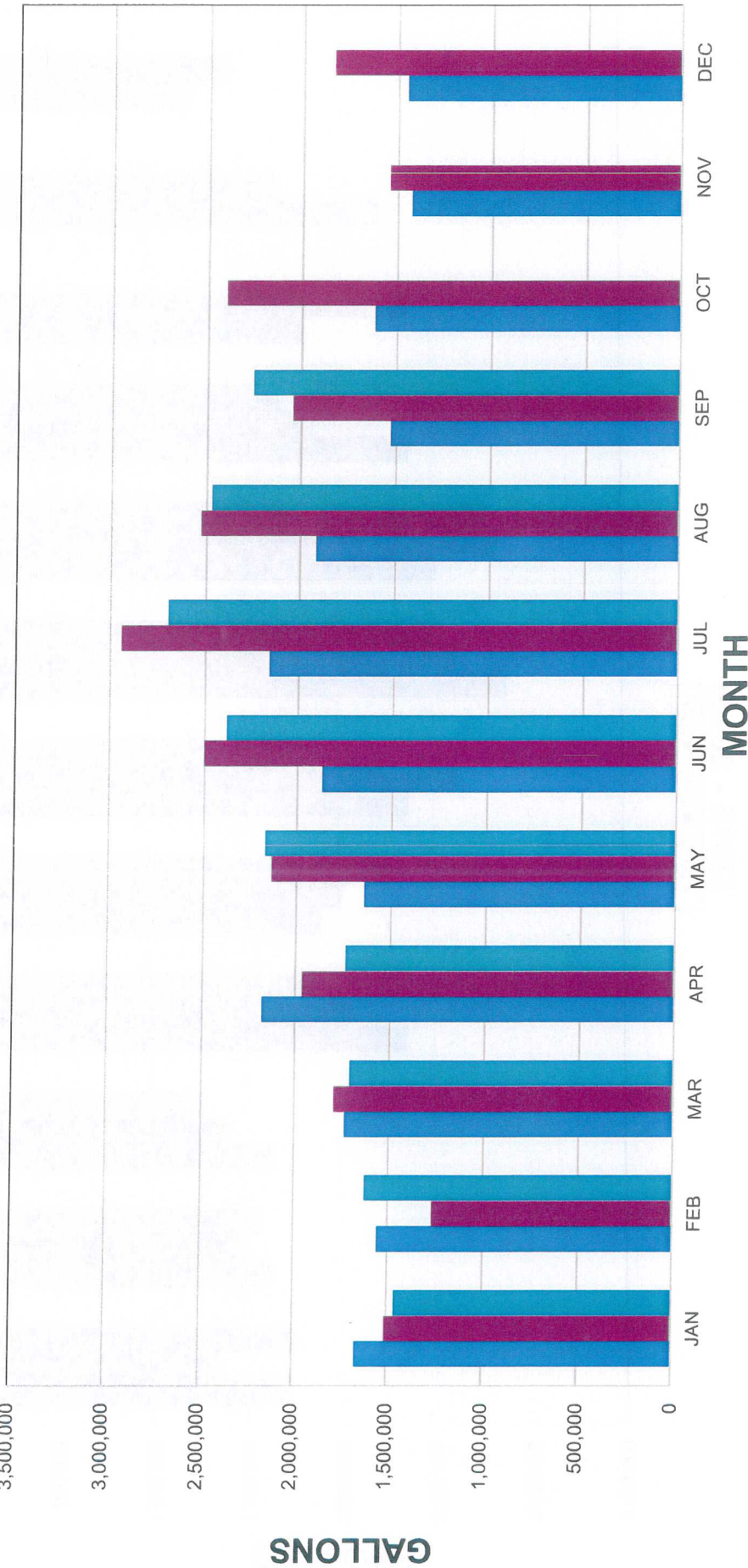


ABCSD MONTHLY AVERAGE EFFLUENT BOD (2016 - 2018)



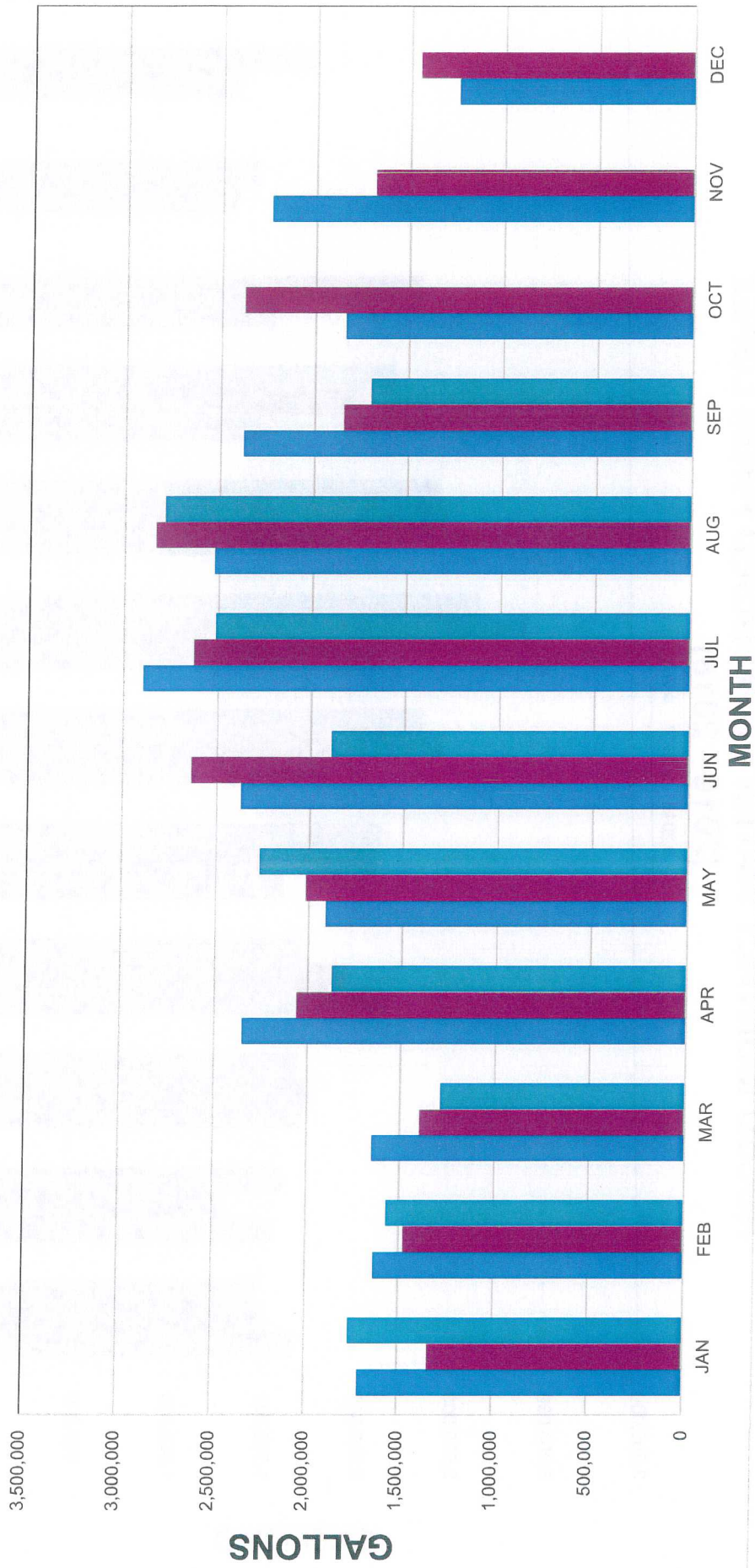
ABCSD MONTHLY WATER PURCHASED FROM LOPEZ (2016 - 2018)

■ 2016 ■ 2017 ■ 2018



ABCSD MONTHLY WATER SOLD (2016 - 2018)

■ 2016 ■ 2017 ■ 2018



**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 10, 2018

SUBJECT: Board Vacancy

Recommendation:

Receive Report and Consider appointing an applicant for fill Director Deweese's vacancy and Recommend Director Berry be re-appointed by the County Board of Supervisors

Discussion:

At the July 11, 2018 Board meeting, Director Eric Deweese announced that he is moving out of the District and therefore will no longer be able to serve on the Avila Beach Community Services District Board of Directors. Staff notified the County Clerk's office that Director Deweese formally left office on August 17, 2018. Director Deweese filed a Form 700 for leaving office on August 23, 2018. On August 28, 2018, Staff posted an announcement that the District has a Director Vacancy and is seeking applicants. The announcement is posted at the District's office, the Post Office and on the District's web page. Board members are encouraged to discuss the vacancy with their friends and colleagues that reside in the District and if they are interested, have them contact staff for an application.

Staff is hopeful the Board will have candidates to consider for appointment at the October 10, 2018, Board meeting.


Director Berry's term expires at the end of 2018. She has expressed an interest in staying on the Board, but she was not able to apply by the deadline. Since there were no other applicants, the Board can provide a recommendation that the County Board of Supervisors appoint Ms. Berry to the Board. Staff thanks Ms. Berry for her willingness to remain on the Board.

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 10, 2018

SUBJECT: Removal of Wood Storage Building at the WWTP

Recommendation:

Receive Report and Authorize the General Manager to request quotes for demolition of the existing wood storage building or provide other direction to staff.

Funding:

Staff estimates the demolition will cost will be approximately \$1,500. The FY 2018/19 approved budget includes \$10,000 in Wastewater Miscellaneous Project Account Fund. Staff recommends using a portion of this budget to fund this project.

Discussion:

Staff presented this item at the September 12, Board meeting with a recommendation to demolish the existing wood storage building and replace it with a cargo container building. The Board concurred with staff's recommendation to demolish the exiting wood building. However, instead of installing a new container building at the WWTP, the Board directed staff to investigate the feasibility of installing a larger cargo container building at the Water Tank site that would provide storage for the 1941 Dodge Fire Truck and provide parts storage and a staff work area.


Staff talked with the container company and determined that the container buildings are too small to accommodate the Dodge Fire Truck. Staff will continue to investigate the costs and feasibility of installing a metal building at the Water Tank site that will accommodate the Fire Truck and provide a work space for Operations staff and bring back a recommendation at the November Board meeting.

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 10, 2018

SUBJECT: Revision of Schedule for Payment of Water and Sewer Connection Fees

Recommendation:

Receive Report and Adopt Resolution Nos. 2018-09 and 2018-10 or Provide Other Direction to Staff

Funding:

Revising the schedule for collection of water and sewer Connection Fees will have a minor positive effect on the District's cash flow in that, if implemented, 100% of the Connection Fees will be received prior to or at the time of building permit issuance instead of receiving 50% at permit issuance and 50% at occupancy.

Background:

At the September 12, 2018, Board meeting staff provided background information on the history of the payment schedule for water and sewer connection fees. The background information is summarized below.

On August 22, 2001, the Board adopted Ordinance No. 2001-01 which revised Ordinance No. 2-87 for establishment of water and sewer facility assessment fees (connection fees). On August 22, 2001, the Board adopted Resolution Nos. 2001-13 and 2001-14 which rescinded the previous Resolutions and replaced the terms and conditions of each. Resolution Nos 2001-13 and 2001-14 are provided as attachments to this staff report. In 2003 the Board adopted Resolution Nos. 2003-06 and 2003-07 which modified Section 2 of the Ordinance allowing the project developer to pay 50% of the connection fees prior to or at the time of issuance of the building permit and the remaining 50% at the time of completion for occupancy of the project.

Discussion:

At the September 12, 2018 Board meeting, the Board directed staff to prepare Resolutions that would amend the Water and Sewer Connection Fee Schedule to provide that all connection fees be collected prior to or at the time of permit issuance. Resolution No. 2018-09 amends Paragraph 2 of Resolution No. 2001-13 and Resolution No. 2018-10 amends Paragraph 2 of Resolution No. 2001-14.

AVILA BEACH COMMUNITY SERVICES DISTRICT

Resolution No. 2018-09

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE AVILA BEACH COMMUNITY SERVICES DISTRICT ESTABLISHING WATER FACILITIES ASSESSMENT SCHEDULE AND PROCEDURES FOR COLLECTION THEREOF AND DEFINING CREDITS FOR PAST WATER USE

The Board of Directors make the following findings:

- A. By its Ordinance No. 2-87 Avila Beach County Water District, as predecessor in interest to the District, established a system for payment of water facilities assessments for new construction within the District and for expansion of existing uses resulting in a greater use of water than the prior use.
- B. Pursuant to said Ordinance the District thereafter adopted Resolutions Nos. 87-9, 88-4, 93-05, 94-09 and 2000-02 which Resolutions amended the Water Assessment Schedule and established policies and procedures to determine the extent to which properties not currently receiving water were to be credited for prior water usage.
- C. On August 22, 2001 this District adopted Ordinance No. 2001-01, which revised the provisions of Ordinance No. 2-87, and adopted Resolution No. 2001-13.
- D. By this Resolution the Board desires and intends to modify Section 2 of Resolution No. 2001-13 to adjust the schedule for payment of water facility assessments.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors, as follows:

Section 2 of Resolution No. 2001-13 is modified as follows:

“2. Time for Payment of Water Facilities Assessments:

Water facilities assessments shall be paid in full prior to or at the time of issuance of a building permit by the San Luis Obispo County Planning Department.”

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

AYES:
NOES:
ABSENT:

The foregoing resolution is hereby adopted this 10th day of October, 2018.

Peter Kelley, President

Attest:

SECRETARY TO BOARD

AVILA BEACH COMMUNITY SERVICES DISTRICT

Resolution No. 2018-10

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE AVILA BEACH COMMUNITY SERVICES DISTRICT ESTABLISHING SEWER FACILITIES ASSESSMENT SCHEDULE AND PROCEDURES FOR COLLECTION THEREOF AND DEFINING CREDITS FOR PAST SEWER USE

The Board of Directors make the following findings:

A. By its Ordinance No. 1-87 Avila Beach County Water District, as predecessor in interest to this District, established a system for payment of water facilities assessments for new construction within the District and for expansion of existing uses resulting in greater use of water than the prior use.

B. Pursuant to said Ordinance the District thereafter adopted Resolution Nos. 1987-008, 1988-03, 1993-04, 1994-09 & 2000-03, which Resolutions amended the Sewer Assessment Schedule and established policies and procedures to determine the extent to which properties not currently receiving sewer service were to be credited for prior usage.

C. On August 22, 2001 this District adopted Ordinance No. 2001-01, which revised the provisions of Ordinance No. 1-87, and adopted Resolution No. 2001-14.

D. By this Resolution the Board desires and intends to modify Section 2 of Resolution 2001-14 to adjust the schedule for payment of sewer facility assessments.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors, as follows:

Section 2 of Resolution No. 2001-14 is modified as follows:

“2. Time for Payment of Sewer Facilities Assessments:

Sewer facilities assessments shall be paid in full prior to or at the time of issuance of a building permit by the San Luis Obispo County Planning Department.”

ON MOTION of Director _____, seconded by

Director _____, and on the following roll call vote to wit:

AYES:

NOES:

ABSENT:

The foregoing resolution is hereby adopted this 10th day of October, 2018.

Peter Kelley, President

Attest:

SECRETARY TO BOARD

BOARD OF DIRECTORS

AVILA BEACH COMMUNITY SERVICES DISTRICT

RESOLUTION NO. 2001-13

**RESOLUTION ESTABLISHING WATER FACILITIES ASSESSMENT SCHEDULE
AND PROCEDURES FOR COLLECTION THEREOF, AND DEFINING CREDITS FOR
PAST WATER USAGE**

The Board of Directors makes the following findings:

A. By its Ordinance No. 2-87 Avila Beach County Water District, as predecessor in interest to this District, established a system for payment of water facilities assessments for new construction within the District and for expansion of existing uses resulting in a greater use of water than the prior use.

B. Pursuant to said Ordinance the District thereafter adopted Resolutions Nos. 87-9, 88-4, 93-5, 94-09, and 2000-2002, which Resolutions amended the Water Assessment Schedule and established policies and procedures to determine the extent to which properties not currently receiving water were to be credited for prior water usage.

C. On August 22, 2001 this District adopted Ordinance No. 2001-2, which revised the provisions of Ordinance No. 2-87.

D. By this Resolution the Board desires and intends to rescind each of the Resolutions described above, and to replace them with the terms and conditions of this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Avila Beach Community Services District as follows:

1. **Adoption of Water Facilities Assessment Schedule:**

The water facilities assessments payable under Ordinance No. 2001-2 shall be as set forth in Exhibit "A", attached hereto. The Board finds that the Schedule represents the reasonable estimated cost for the acquisition or construction of additional water facilities for the District apportioned among various land uses.

2. **Time for Payment of Water Facilities Assessments:**

Water facilities assessments shall be paid as follows:

A. One-half at the time of issuance of a final "will serve letter" by the District.

B. One-half at the time of completion for occupancy of the new or enlarged improvement.

3. **Credits for Previous Uses of Property:**

Where property within the District was in the past serviced with water by the District, but the improvements previously existing thereon have been destroyed or removed so that the properties are not being served with water as of the date of this Resolution, such property shall be entitled to a credit for the level of its prior water usage calculated as provided in this section. In determining the water facilities assessment to be paid for new construction on such property, the District shall first ascertain the assessment for such improvement under the Water Facilities Assessment Schedule, and then shall deduct therefrom the credit for prior usage.

The credit for prior usage shall be determined by calculating the average annual water usage by the property for the past five (5) years prior to and including the 1995/96 fiscal year, and then calculating the assessment which would have been payable based on such usage under the Water Facilities Assessment Schedule. Beginning two (2) years after the adoption of Ordinance No. 2001-2, calculations for the past five years of usage will begin with the issuance of a final "Will Serve" and payment of fees. In no event will the credit given be less than the minimum usage amount in accordance with minimum service charges in effect during the applicable 5 year period provided that service was maintained during that period to the property.

4. **Interpretations:**

The Board of Directors shall have the authority to make determinations and interpretations as to the amount of any water facilities assessment payable in individual situations which are not clearly addressed by Ordinance No. 2001-02 or by this Resolution, which interpretations shall be consistent with the provisions and intent of said Ordinance and this Resolution.

5. **Repeal of Prior Resolutions:**

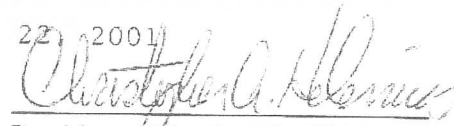
Resolutions Nos. 87-9, 88-4, 93-5, 94-09, and 2000-2002 are hereby repealed in their entirety.

On motion of Director Helenius, seconded by Director Allen, and on the following roll call vote, to wit:

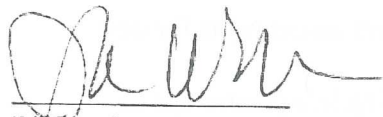
| | | |
|---------|---|------------------------|
| AYES | : | Helenius, Allen, Grife |
| NOES | : | None |
| ABSTAIN | : | Kelley |

ABSENT : Guemsey

The foregoing Resolution was adopted. August 22, 2001


President of the Board of Directors

ATTEST:


District Secretary

APPROVED AS TO FORM:

STEPHEN N. COOL, Attorney for
District

Resolution 2001-13 Adopted August 22, 2001

AGREEMENTS\ABCSD.RES

BOARD OF DIRECTORS

AVILA BEACH COMMUNITY SERVICES DISTRICT

RESOLUTION NO. 2001-14

**RESOLUTION ESTABLISHING SEWER FACILITIES ASSESSMENT SCHEDULE
AND PROCEDURES FOR COLLECTION THEREOF, AND DEFINING CREDITS FOR
PAST SEWER USAGE**

The Board of Directors makes the following findings:

A. By its Ordinance No. 1-87 Avila Beach County Water District, as predecessor in interest to this District, established a system for payment of water facilities assessments for new construction within the District and for expansion of existing uses resulting in a greater use of water than the prior use.

B. Pursuant to said Ordinance the District thereafter adopted Resolutions Nos. 87-8, 88-3, 93-4, 94-09, and 2000-2003, which Resolutions amended the Sewer Assessment Schedule and established policies and procedures to determine the extent to which properties not currently receiving sewer service were to be credited for prior usage.

C. On August 22, 2001 this District adopted Ordinance No. 2001-01, which revised the provisions of Ordinance No. 1-87.

D. By this Resolution the Board desires and intends to rescind each of the Resolutions described above, and to replace them with the terms and conditions of this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Avila Beach Community Services District as follows:

1. **Adoption of Sewer Facilities Assessment Schedule:**

The sewer facilities assessments payable under Ordinance No. 2001-01 shall be as set forth in Exhibit "A", attached hereto. The Board finds that the Schedule represents the reasonable estimated cost for the acquisition or construction of additional sewerage facilities for the District apportioned among various land uses.

2. **Time for Payment of Sewer Facilities Assessments:**

Sewer facilities assessments shall be paid as follows:

- A. One-half at the time of issuance of a final "will serve letter" by the District.
- B. One-half at the time of completion for occupancy of the new or enlarged improvement.

3. **Credits for Previous Uses of Property:**

Where property within the District was in the past serviced with sewer service by the District, but the improvements previously existing thereon have been destroyed or removed so that the properties are not being served as of the date of this Resolution, such property shall be entitled to a credit for the level of its prior sewer usage calculated as provided in this section. In determining the Sewer Facilities Assessment to be paid for new construction on such property, the District shall first ascertain the assessment for such improvement under the Sewer Facilities Assessment Schedule, and then shall deduct therefrom the credit for prior usage.

The credit for prior usage shall be determined by calculating the average annual water usage by the property for the five (5) years prior to and including the 1995/96 fiscal year, and then calculating the assessment which would have been payable based on such usage under the Sewer Facilities Assessment Schedule. Beginning two (2) years after the adoption of Ordinance No. 2001-01, calculations for the past five years of usage will begin with the issuance of a final "Will Serve" and payment of fees. In no event will the credit given be less than the minimum usage amount in accordance with minimum service charges in effect during the applicable 5 year period provided that service was maintained during that period to the property.

4. **Interpretations:**

The Board of Directors shall have the authority to make determinations and interpretations as to the amount of any Sewer Facilities Assessment payable in individual situations which are not clearly addressed by Ordinance No. 2001-01 or by this Resolution, which interpretations shall be consistent with the provisions and intent of said Ordinance and this Resolution.

5. **Repeal of Prior Resolutions:**

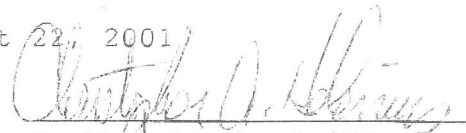
Resolutions Nos. 87-8, 88-3, 93-4, 94-09, and 2000-2003 are hereby repealed in their entirety.

On motion of Director Helenius, seconded by Director Grife, and on the following roll call vote, to wit:

| | | |
|---------|---|------------------------|
| AYES | : | Helenius, Grife, Allen |
| NOES | : | None |
| ABSTAIN | : | Kelley |

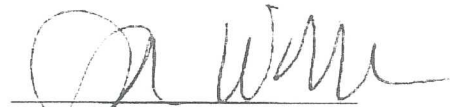
ABSENT : Guernsey

The foregoing Resolution was adopted. August 22, 2001



President of the Board of Directors

ATTEST:



District Secretary

APPROVED AS TO FORM:

STEPHEN N. COOL., Attorney for
District

Resolution 2001-14 Adopted August 22, 2001


AGREEMENTS\ABCSD.RES

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 10, 2018

SUBJECT: Review of District By-Laws

Recommendation:

Adopt Resolution No. 2018-11, Revising "Section 2.1 Regular Meetings" of the District's By-Laws

Discussion:

The District Board of Directors have decided to formally change the Regular Board meeting date and time from the second Tuesday of the month at 7:00 PM to the second Wednesday of the month at 11:00 AM. The purpose of this item is to formally revise the District By-Laws to reflect this change.

Attached is Resolution No. 2018-11, which captures the suggested changes and formally updates the District's By-Laws. The suggested changes are shown in strike-out and underline format.

**AVILA BEACH COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2018-11**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
AVILA BEACH COMMUNITY SERVICES DISTRICT
APPROVING CHANGES TO DISTRICT BYLAWS**

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 Board of Directors have decided to change the meeting time and day of their regular monthly meetings; and

WHEREAS, those changes have now been made and read as follows:

2.1 Regular Meetings

Subject to holidays and scheduling, Regular meetings of the Board of Directors shall be held on the second Wednesday ~~Tuesday~~ of each calendar month at 11:00 AM ~~7:00 pm~~ in the Avila Beach Community Services District Office, 100 San Luis Street, Avila Beach. The date, time and place of regular Board meetings shall be reconsidered ~~annually~~ at the annual organizational meeting of the Board. ~~The Board of Directors may, by Board action, schedule a regular meeting on the 4th Tuesday of each calendar month at 7:00 p.m. in the Avila Beach Civic Center, 191 San Miguel Street, Avila Beach.~~

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

1. The Avila Beach Community Services District Board hereby approves the revised Bylaws attached hereto as Exhibit "A".
2. All prior Bylaws of the District are hereby repealed.

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 October 10, 2018.

ATTEST:

Brad Hagemann, General Manager &
Board Secretary

Pete Kelley, President

AVILA BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTOR
BOARD BY-LAWS AND POLICIES
Updated October 2018

1. OFFICERS OF THE BOARD OF DIRECTORS

- 1.1 The officers of the Board of Directors are the President and Vice President.
- 1.2 The President of the Board of Directors shall serve as presiding officer at all Board meetings. He/She shall have the same rights as the other Directors of the Board in voting, introducing motions, resolutions and ordinances, and any discussion of questions that follow said actions.
- 1.3 In the absence of the President, the Vice President of the Board of Directors shall serve as presiding officer over all meetings of the Board. If the President and Vice President of the Board are both absent, the remaining Directors present shall select one of themselves to act as the presiding officer of the meeting.
- 1.4 The President and Vice President of the Board shall be elected annually at the last meeting of each calendar year.
- 1.5 The term of office for the President and Vice President of the Board shall commence on January 1 of the year immediately following their election.
- 1.6 Generally the President, or in his/her absence the Vice President is the designated representative of the Board of Directors to speak on Board position or policy.
- 1.7 The Board President or in his/her absence the Vice President is authorized to attend and is entitled to reimbursement, pursuant to Section 10 below, for his/her attendance at a County or State Agency meetings upon his/her determination that District representation is necessary to protect and/or advance the interest of the District or its residents/customers.

2. MEETINGS

2.1 Regular Meetings

Subject to holidays and scheduling Regular meetings of the Board of Directors shall be held on the second Wednesday ~~Tuesday~~ of each calendar month at 11:00 AM ~~7:00 pm~~ in the Avila Beach Community Services District Office, 100 San Luis Street, Avila Beach. The date, time and place of regular Board meetings shall be reconsidered ~~annually~~ at the annual organizational meeting of the Board. ~~The Board of Directors may, by Board action, schedule a regular meeting on the 4th Tuesday of each calendar month at 7:00 p.m. in the Avila Beach Civic Center, 191 San Miguel Street, Avila Beach.~~

2.2 Special Meetings

Special meetings may be called by the President or three (3) Directors with a minimum of twenty-four (24) hours public notice. Special meeting agenda shall be prepared and distributed pursuant to the procedures of the Brown Act by the

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

STAFF REPORT

TO: BOARD OF DIRECTORS

FROM: MICHAEL W. SEITZ, DISTRICT COUNSEL

DATE: OCTOBER 3, 2018

**SUBJECT: ORDINANCE REGARDING PLACEMENT AND REMOVAL OF
GARBAGE AND RECYCLED MATERIAL CONTAINERS**

Pursuant to your request, Staff has prepared the attached Ordinance for your review at today's meeting.

PROCESS

If the Board is satisfied with the Ordinance or if minor changes are necessary and are made at today's meeting, we can have the first reading of this Ordinance tonight. The procedure would be to introduce the Ordinance, a motion to read by title only that would have to be approved by the Board and then that would be read for the first. Then Staff would be directed to provide all public Notices and to set a Public Hearing at your next Board meeting or 30 days after the initial reading.

At the Public Hearing, the Ordinance would then again be read by title only; the Board President would open the Public Hearing, take testimony or comments from citizens that choose to speak. The Board President would then close the Hearing and at that time the Ordinance could be adopted.

If amendments are made at that time, the process starts over with that becoming the first reading of the Amended Ordinance and the Public Hearing would then be scheduled three days thereafter.

REVIEW OF THE ORDINANCE

There are two parts that I would direct the Board's attention to. The first part relates to how we are going to control trash bins sitting on the curb. The draft Ordinance provides that any can or trash receptacle or green waste receptacle may be placed on the curb no sooner than twenty four hours in advance of pickup. Once trash is picked up, the resident has twelve hours to

remove the receptacle from the curb to a place that is hidden. This process closely mimics that of the City of San Luis Obispo.

The second matter is how we are going to enforce this Ordinance. I would suggest a combination of notices and fines. If the Board chooses to use fines as the method of enforcement, the Board needs to choose a schedule for those fines. The Ordinance needs to specify the fine amount for a first, second or third violation. After three violations, I recommend keeping the fine amount the same for each additional violation. In the Ordinance, those fines are listed as \$10, \$15 and \$20, which would be added to their monthly garbage bill. This would require cooperation from our franchisee to place this charge on the bill that is sent to the resident.

In the alternative, you could provide a Notice of Violation on the first incident and then start the fine schedule after that. Notice would advise the customer that they have violated the Ordinance and that you are providing this Notice as a courtesy so that they know if it happens again, there will be a fine associated with their trash receptacle being left out for more than the time specified in the Ordinance.

CONCLUSION

Staff is requesting guidance from the Board regarding the two matters discussed in this Staff Report. I would be happy to provide you with my analysis at the meeting as well. If the Board chooses to adopt this Ordinance, or a variant of it, you can have a first reading tonight.

END

**AVILA BEACH COMMUNITY SERVICES DISTRICT
ORDINANCE 2018-_____**

**AN ORDINANCE OF THE BOARD OF DIRECTORS
OF THE AVILA BEACH COMMUNITY SERVICES DISTRICT
REGARDING PLACEMENT AND REMOVAL OF GARBAGE
AND RECYCLED MATERIALS CONTAINERS**

WHEREAS, Avila Beach Community Services District is formed under the Community Services District Law (Govt. Code §61000 et seq.); and

WHEREAS, pursuant to San Luis Obispo County Local Agency Formation Commission (“LAFCO”) action of January 19, 2006, the Avila Beach Community Services District (“District”) is authorized to provide its residents with the collection or disposal of garbage or refuse matter pursuant to Government Code Section 61100 (c); and

WHEREAS, Government Code Section 61600(c) authorizes Community Services Districts to provide the collection or disposal of garbage for refuse matter; and

WHEREAS, the District Board of Directors desires to adopt this Ordinance to establish that trash receptacles are restricted to be on the street no longer than 24 hours on the days of scheduled curbside collection within the District boundaries; and

WHEREAS, based on facts presented by the District staff, the Staff Report and public testimony received, the Board of Directors finds:

- A. The public meetings adopting this Ordinance have been properly noticed pursuant to Government Code §54954.2 (The Brown Act); and
- B. The rules and regulations that are the subject of this Ordinance comply with LAFCO condition that the District shall have the right to amend the rules and regulations pertaining to the collection of solid waste within the District from time to time.

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the Avila Beach Community Services District as follows:

- 1. Residential garbage and recycled material containers shall not be placed adjacent to the street for collection more than twenty-four hours before pickup time; and such containers shall be removed within the twelve hour period following pickup. Residents shall allow three feet between each container when placing containers on the curb to allow for ease of pick-up.

2. Fines will be levied for non-compliance as follows:

- First notice \$10.00;
- Second notice \$15.00; and
- Third notice \$20.00.

All fines will be added to resident's garbage bill.

3. The Board of Directors finds that the Rules and Regulations adopted by this Ordinance constitute general policy and rule making which are not deemed to be projects pursuant to Public Resource Code §15378 (b) (2).
4. This Ordinance shall take effect and be in full force and effect thirty (30) days after its passage.

Introduced at a regular meeting of the District Board of Directors held on _____, 2018, and passed and adopted by the District Board of Directors on the ____ day of _____, 2018, by the following roll call vote, to wit:

AYES:
NOES:
ABSENT:
ABSTAIN:

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

ATTEST:


Brad Hagemann, General Manager
and Secretary to the Board

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 10, 2018

SUBJECT: Proposed Garbage Rate Increase

Recommendation:

Receive Report and Provide Direction to Staff

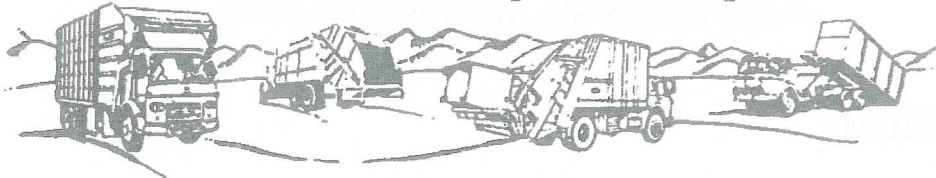
Discussion:

The purpose of this Staff Report is to inform the Board and the public that South County Sanitary (the District's solid waste collection, recycling and disposal franchisee) has initiated the process for a rate increase with a proposed effective date of January 1, 2019. This is an only an informational item. The Board may provide direction to staff, but no formal action is appropriate at this time.

On September 24, 2018, staff received the attached letter and 2019 Base Year Rate Adjustment Application from Mr. Jeff Smith, District Manager for South County Sanitary and Waste Connections Inc. Mr. Smith's letter summarizes the need and justification for the proposed rate increase, noting that recycled material markets are down; equipment costs are up; and general operating costs are running higher than the Consumer Price Index used in their existing contract. Waste Connections in proposing a monthly increase of approximately \$2.00 per household or 13.36%. The summary and breakdown of the financial data supporting the requests is provided in the attached letter.

Staff will be meeting with Mr. Smith later this week to get a firm understanding of the information presented in the September 23, 2018 letter and to discuss the tasks and schedule for moving forward with the rate increase hearing process. The Board may recall that we went through a similar "Proposition 218" hearing process in the fall of 2015, for the garbage rate increase that became effective on January 1, 2016. Waste Connections staff has confirmed that they will provide all materials for compliance with the Proposition 218 process and pay the mailing costs (if any) incurred by the District.

South County Sanitary



4388 Old Santa Fe Road • San Luis Obispo, CA 93401

September 23, 2018

Brad Hagemann
General Manager
Avila Beach CA

Subject: 2018 Rate Increase Request

Dear Mr. Hagemann,

It is my pleasure to continue with the partnership created many years ago between the county of San Luis Obispo and South County Sanitary servicing our community's solid waste and recycling collection needs. Over the years, we've added weekly recycling, green waste, and a growing food waste collection program. Just this past month, we cut the ribbon on the new anaerobic food digester that will convert unwanted green house gases into alternative energy and a mulch product that will be used locally in our agricultural community.

It is my pleasure to continue our partnership with you as we set forth rate setting for the coming years. As you know this has been a particular challenging year. Every where we turn, costs have increased at higher than normal levels. We have seen water, sewer and electrical rates increase at significant levels. As you can imagine, these companies are not alone. We face the same challenges.

Most recently, one of the largest impacts for solid waste services in our community has been the cost of recycling. In the past, we had some years up and some down in regards to commodity pricing. These ups and downs always leveled off making each year on average palatable. However, more recently we have seen negative pricing in commodities far worse than this industry has ever experienced. The problem goes back to 2013 and appears to be the new norm.

There are several major forces influencing our rate requests this year—the overdue and well-documented global catastrophic recycling market disruption initiated by the Chinese government in late 2017, increased equipment and repair cost for upgrading and maintaining our fleet of trucks, and operational costs for things including labor, insurance, medical care and fuel.

Recycle Markets

The Chinese ban on mixed recycled material has forced the recovered materials industry to slow down its sort lines and add labor to remove contamination that had crept into the mix over the past two decades. Even with the slowed lines, the reduced demand in China has pushed prices our commodity revenue per ton dramatically downward. Furthermore, there has been a dramatic increase in improper recycling since 2013, with contamination increasing from 9% to 28% of delivered tons. This triple punch of higher costs, lower material pricing, and increased contamination have resulted in a 650% increase in our processing fees since January 2018. This phenomenon has played out throughout the western US, and we believe that our cost to deliver to the Cold Canyon Processing Facility is still significantly lower than any other delivery options. The increased recycling costs make up about half of our increase request.

We believe the increase in contamination in customer roll carts is partially due to an improper capacity balance between MSW and recycle collection. Many customers have 35 gallon or smaller service for MSW, while they have 64 or 96 gallons of recycling capacity. When the MSW cart is too small, there is a natural tendency for excess trash to be wishfully determined to be recyclable in order to get it out of the house. In addition to the flat percentage increases required for our rate application, we are submitting a sheet that provides an alternative, revenue neutral pricing scenario that reduces the price differential between small and larger carts. We hope that this smaller pricing difference between 35 and 64 gallons will attract wishful recyclers to upgrade to a cart that best matches their needs.

Equipment

We are committed to continue with upgrading our fleet toward full natural gas powered vehicles. This application includes the purchase of 10 new trucks and CNG fueling infrastructure in 2019, as well as containers and carts to support growth and green waste initiatives. These costs account for about 5.4% of our increase request.

General or Operational Cost Increases

Our general operating costs have run higher than the CPI index used in our contract. It has been well documented that with changing California law in minimum wage is increasing and that the average workers wage must keep up. Premiums for health care, fuel and other factors continue to increase on average of approx. 3% per year. Had we been using the local CPI which has been running from 3 to 4% annually, this request for increase would have been substantially lower.

Comparable Rates

Our packet includes a list of comparable rates in San Louis Obispo County. We are very pleased to report that in nearly all cases, our rates after the increase will continue to be among the lowest.

We realize that this request represents a sizeable increase. As mentioned in our earlier discussions, we would like you to consider some "enhanced" rate change recommendations that lift our basic rates to at least cover the cost of service, as well as limits on the increases in larger

carts to encourage people to right size their service. In order to mitigate further losses, we ask that you act on this request with sufficient time to implement the new rates on January 1.

Solid Waste Rate Increase

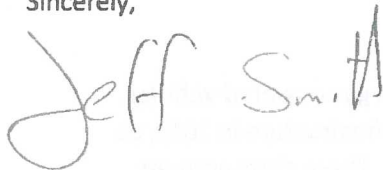
The proposed increase of approx. \$2.00 on average per household or 13.36% in rates during this period breaks out as follows:

1. 6.5% of the proposed rate increase is based on increased costs for recycling
2. 5.4% of the proposed rate increase is for upgrading of trucks and equipment operational costs for fuel, vehicles and increased labor costs
3. 1.7% of the proposed rate increase is for organics pick up and disposal

Our management team has reviewed and accepts responsibility for this rate request. This application is based upon what our management team feels is the best course of action based on the conditions outlined in this letter. All assumptions made are reasonable and accurate. A recent survey indicates that the rates are in the mid to low range for residential customers and, on average, in the mid-range for commercial customers.

I look forward to discussing with you further regarding how best to minimize the impact of this rate request.

Sincerely,

A handwritten signature in black ink that reads "Jeff Smith". The signature is written in a cursive, slightly slanted style.

Jeff Smith
District Manager
South County Sanitary
Waste Connections, Inc.

2019 Base Year Rate Adjustment Application

Summary

AVILA BEACH COMMUNITY SERVICES DISTRICT

| | | Requested Increase | |
|----------------------------|-------------|---------------------------|--------|
| Recycle Residual | 2.0% | CNG Trucks/Infrastructure | 5.03% |
| Recycle Commodity | 2.9% | Operations Costs | -0.3% |
| Recycle Processing | 1.6% | Organics | 1.7% |
| | <u>6.5%</u> | Other | 0.4% |
| 1. Rate Increase Requested | | | 13.36% |

Rate Schedule

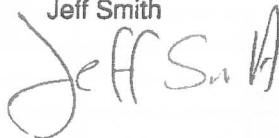
| Rate Schedule | Current Rate | Increased Rate | Adjustment (a) | New Rate |
|--------------------------------------|--------------|----------------|----------------|----------|
| Economy Service (1 - can curb) URBAN | \$18.30 | \$2.44 | | \$20.74 |
| Standard Service (2- can curb) URBAN | \$30.23 | \$4.04 | | \$34.27 |
| Premium Service (3 - can curb) URBAN | \$42.16 | \$5.63 | | \$47.79 |

(a) Calculated rates are rounded up to the nearest \$0.01.

6. **Single Family Residential & Multiunit Residential and Non-residential**
- Rate increases of 13.36% will be applied to all rates in each structure with each rate rounded to the nearest \$0.01

Certification

To the best of my knowledge, the data and information in this application is complete, accurate, and consistent with the instructions provided by the Rate Setting Manual.

Name: **Jeff Smith** Title: **District Manager**
 Signature:  Date: **09/21/18**

Base Year Rate Adjustment Application

Financial Information

| Historical | | Current | Projected | |
|------------|------|---------|-----------|------|
| 2016 | 2017 | 2018 | Base Year | 2020 |

(from Pg. 4)

Section I- Allowable Costs

| | | | | | |
|----------------------------------|-------------|-------------|-------------|-------------|-------------|
| 6. Direct Labor | \$3,083,345 | \$3,150,539 | \$3,385,970 | \$3,489,134 | \$3,593,808 |
| 7. Corporate Overhead | \$332,113 | \$153,045 | \$269,457 | \$279,697 | \$290,325 |
| 8. Office Salaries | \$478,072 | \$901,055 | \$411,430 | \$423,552 | \$436,258 |
| 9. Other General and Admin Costs | \$3,869,387 | \$4,148,284 | \$4,404,986 | \$5,245,361 | \$5,444,685 |
| 10. Total Allowable Costs | \$7,762,917 | \$8,352,923 | \$8,471,843 | \$9,437,743 | \$9,765,076 |

Section II- Allowable Operating Profit

| | | | | | |
|--------------------------------|-------------|-----------|----------|-----------|-----------|
| 11. Operating Ratio | 87.3% | 91.3% | 98.9% | 92.0% | 92.0% |
| 12. Allowable Operating Profit | \$1,126,283 | \$798,974 | \$94,827 | \$820,673 | \$849,137 |

Section III- Pass Through Costs

| | | | | | |
|--|-------------|-------------|-------------|-------------|-------------|
| 13. Tipping Fees | \$1,891,183 | \$1,886,262 | \$2,671,355 | \$2,663,997 | \$2,663,997 |
| 14. Franchise Fees | \$1,318,502 | \$1,357,533 | \$1,368,864 | \$1,385,290 | \$1,401,894 |
| 15. AB939 Fees | \$0 | \$0 | \$0 | \$0 | \$0 |
| 16. Lease Pmts to Affiliated Companies | \$89,051 | \$91,703 | \$234,650 | \$243,567 | \$252,822 |
| 17. Total Pass Through Costs | \$3,298,736 | \$3,335,498 | \$4,274,869 | \$4,292,854 | \$4,318,713 |

Section III- Pass Through Costs

| | | | | | |
|--|--------------|--------------|--------------|--------------|--------------|
| 18. Revenue Requirement | \$12,187,936 | \$12,487,395 | \$12,841,539 | \$14,551,270 | \$14,932,926 |
| 19. Total Revenue Offsets (from Page 3) | \$12,187,936 | \$12,487,395 | \$12,841,539 | \$12,991,486 | \$13,147,193 |

Section III- Pass Through Costs

| | |
|-----------------------------|-------------|
| 20. Net Shortfall (Surplus) | \$1,559,784 |
|-----------------------------|-------------|

| | | | |
|---|--------------|--------|--------------|
| 21. Total Residential and Non-residential Revenue without increase in Base Year (pg.5, line 76) | \$12,973,924 | Nipomo | \$12,973,924 |
| 22. Percent Change in Residential and Non-residential Revenue Requirement | 12.02% | | 12.0% |
| 23. Franchise Fee Adjustment Factor (1 - 6 percent) | 90.000% | | 91.870% |
| Limitation due to cumulative increases | 13.36% | | 13.09% |
| 24. Percent Change in Existing Rates | 13.36% | | 13.09% |

Base Year Rate Adjustment Application

Revenue Offset Summary

| Section VII - Revenue Offsets | | | | |
|-------------------------------|------|---------|-----------|------|
| Historical | | Current | Projected | |
| 2016 | 2017 | 2018 | Base Year | 2020 |

Residential Revenue (without increase in Base Yr.)

| | | | | | |
|--|-------------|-------------|-------------|-------------|-------------|
| 28. Single Family Residential | \$7,163,810 | \$7,341,537 | \$7,541,246 | \$7,631,741 | \$7,723,322 |
| Multiunit Residential Dumpster | | | | | |
| 29. Number of Accounts | | | | | |
| 30. Revenues | | | | | |
| 31. Less Allowance for Uncollectible Resi Accounts | \$0 | \$0 | \$0 | \$0 | \$0 |
| 32. Total Residential Revenue | \$7,163,810 | \$7,341,537 | \$7,541,246 | \$7,631,741 | \$7,723,322 |

Non-residential Revenue (without increase in Base Yr.)

Account Type

Non-residential Can

| | | | | | |
|------------------------|---|---|---------|---------|---------|
| 33. Number of Accounts | 8 | 8 | 8 | 8 | 8 |
| 34. Revenues | | | \$4,535 | \$4,589 | \$4,644 |

Non-residential Wastewheeler

| | | | | | |
|------------------------|-----|-----|-----------|-----------|-----------|
| 35. Number of Accounts | 392 | 425 | 460 | 466 | 471 |
| 36. Revenues | | | \$477,469 | \$483,199 | \$488,997 |

Non-residential Dumpster

| | | | | | |
|------------------------|-------------|-------------|-------------|-------------|-------------|
| 37. Number of Accounts | 1,738 | 1,684 | 1,629 | 1,649 | 1,668 |
| 38. Revenues | \$5,004,136 | \$5,133,957 | \$4,796,508 | \$4,854,067 | \$4,912,315 |

| | | | | | |
|---|-----|-----|-----|-----|-----|
| 39. Less: Allowance for Uncollectible Non-resid | \$0 | \$0 | \$0 | \$0 | \$0 |
|---|-----|-----|-----|-----|-----|

| | | | | | |
|-----------------------------------|-------------|-------------|-------------|-------------|-------------|
| 40. Total Non-residential Revenue | \$5,004,136 | \$5,133,957 | \$5,278,512 | \$5,341,854 | \$5,405,956 |
|-----------------------------------|-------------|-------------|-------------|-------------|-------------|

| | | | | | |
|-----------------------------|---------|-----|-----|---------|---------|
| 45. Interest on Investments | \$6,104 | \$0 | \$0 | \$2,035 | \$2,059 |
|-----------------------------|---------|-----|-----|---------|---------|

| | | | | | |
|------------------|----------|----------|----------|----------|----------|
| 46. Other Income | \$13,885 | \$11,901 | \$21,780 | \$15,856 | \$15,856 |
|------------------|----------|----------|----------|----------|----------|

| | | | | | |
|---------------------------|--------------|--------------|--------------|--------------|--------------|
| 47. Total Revenue Offsets | \$12,187,936 | \$12,487,395 | \$12,841,539 | \$12,991,486 | \$13,147,193 |
|---------------------------|--------------|--------------|--------------|--------------|--------------|

Base Year Rate Adjustment Application

Cost Summary for Base Year

| Description of Cost | BASE YEAR | | | |
|--|---------------------|---------------------|---------------------|---------------------|
| | 2016 | 2017 | 2018 | 2019 |
| Labor | \$2,849,547 | \$2,906,100 | \$3,127,283 | \$3,219,834 |
| Payroll Taxes | \$233,798 | \$244,439 | \$258,686 | \$269,300 |
| 48. Total Direct Labor | \$3,083,345 | \$3,150,539 | \$3,385,970 | \$3,489,134 |
| 49. Corporate Overhead | \$332,113 | \$153,045 | \$269,457 | \$279,697 |
| Less limitation (enter as negative) | | | | |
| Total Corporate Overhead | \$332,113 | \$153,045 | \$269,457 | \$279,697 |
| Office Salary | \$442,804 | \$864,061 | \$375,493 | \$386,536 |
| Payroll Taxes | \$35,268 | \$36,995 | \$35,938 | \$37,016 |
| 50. Total Office Salaries | \$478,072 | \$901,055 | \$411,430 | \$423,552 |
| Bad Debt | \$2,448 | \$4,271 | \$11,283 | \$11,419 |
| Allocated expenses | \$0 | \$0 | \$0 | \$0 |
| Bond expense | \$6,482 | \$5,325 | \$5,325 | \$5,527 |
| Depreciation on Bldg and Equip | \$0 | \$16,598 | \$11,061 | \$133,883 |
| Depreciation on Trucks/Containers | \$274,514 | \$229,543 | \$234,283 | \$525,055 |
| Drive Cam fees | \$28,997 | \$28,680 | \$22,949 | \$23,821 |
| Dues and Subscriptions | \$6,738 | \$8,196 | \$6,221 | \$6,457 |
| Facilities | \$0 | \$50,977 | \$52,988 | \$55,002 |
| Gas and oil | \$796,069 | \$880,285 | \$969,634 | \$965,300 |
| Interest Expense | \$0 | \$67,043 | \$55,637 | \$178,320 |
| Laundry | \$21,452 | \$24,462 | \$33,677 | \$34,956 |
| Legal and Accounting | \$29,459 | \$30,952 | \$46,145 | \$47,898 |
| Miscellaneous and Other | \$16,522 | \$8,372 | \$8,433 | \$8,753 |
| Office Expense | \$206,325 | \$242,249 | \$281,813 | \$292,522 |
| Operating Supplies | \$39,671 | \$39,710 | \$40,674 | \$42,219 |
| Other Insurance-medical | \$1,238,436 | \$1,195,973 | \$1,041,356 | \$1,080,928 |
| Other Taxes | \$35,985 | \$35,080 | \$34,854 | \$36,179 |
| Outside Services | \$431,794 | \$518,013 | \$554,407 | \$768,656 |
| Public Relations and Promotion | \$1,578 | \$1,699 | \$7,059 | \$7,328 |
| Postage | \$6,574 | \$2,005 | \$13,364 | \$13,872 |
| Permits | \$63,007 | \$60,347 | \$62,686 | \$65,068 |
| Relocation | \$22,576 | \$3,186 | \$1,849 | \$1,919 |
| Rent | \$3,000 | \$3,000 | \$0 | \$0 |
| Telephone | \$20,909 | \$20,182 | \$13,956 | \$14,486 |
| Tires | \$146,896 | \$139,628 | \$87,488 | \$88,145 |
| Transportation (related party) | \$48,544 | \$54,347 | \$48,545 | \$50,389 |
| Travel | \$26,944 | \$13,991 | \$11,778 | \$12,226 |
| Truck Repairs | \$365,282 | \$436,531 | \$720,023 | \$746,490 |
| Utilities | \$29,184 | \$27,637 | \$27,497 | \$28,542 |
| 51. Total Other Gen/Admin Costs | \$3,869,387 | \$4,148,284 | \$4,404,986 | \$5,245,361 |
| 52. Total Tipping Fees | \$1,891,183 | \$1,886,262 | \$2,671,355 | \$2,663,997 |
| 53. Total Franchise Fee | 1,318,501.56 | \$1,357,533 | 1,368,863.98 | 1,385,290 |
| 54. Total AB 939/Regulatory Fees | \$0 | \$0 | \$0 | \$0 |
| 55. Total Lease Pmt to Affil Co.'s | \$89,051 | \$91,703 | \$234,650 | \$243,567 |
| 56. Total Cost | \$11,061,652 | \$11,688,421 | \$12,746,711 | \$13,370,107 |

Base Year Rate Adjustment Application

Base Year Revenue Offset Summary

For Information Purposes Only

| Description of Revenue | Residential Revenue Offsets | | | | | | Non-franchise Total |
|--|-----------------------------|--------------|-------------------|--------------|-------------|----------------|---------------------|
| | Overall | Franchise | Refuse Collection | | | | |
| | Total | Total | Arroyo | Pismo | Grover | Unincorporated | |
| <i>Residential Revenue (without increase in Base Year)</i> | | | | | | | |
| 57. Single Family Residential | \$7,631,741 | \$7,631,741 | \$1,293,703 | \$852,859 | \$868,551 | \$4,616,628 | |
| <i>Multifamily Residential Dumpster</i> | | | | | | | |
| 58. Number of Accounts | | 0 | | | | | |
| 59. Revenues | | \$0 | | | | | |
| 60. Less Allowance for Uncollectible | | \$0 | | | | | |
| 61. Total Residential Revenue | \$7,631,741 | \$7,631,741 | \$1,293,703 | \$852,859 | \$868,551 | \$4,616,628 | \$0 |
| <i>Non-residential Revenue (without increase in Base Year)</i> | | | | | | | |
| <i>Account Type</i> | | | | | | | |
| <i>Non-residential Can</i> | | | | | | | |
| 62. Number of Accounts | | 8 | 2 | 4 | 0 | 2 | |
| 63. Revenues | \$4,589 | \$4,589 | \$503 | \$1,468 | \$0 | \$2,617 | |
| <i>Non-residential Wastewheeler</i> | | | | | | | |
| 64. Number of Accounts | 466 | 466 | 131 | 132 | 95 | 108 | |
| 65. Revenues | \$483,199 | \$483,199 | \$134,345.31 | \$180,384.79 | \$64,852.36 | \$103,616.13 | |
| <i>Non-residential Dumpster</i> | | | | | | | |
| 66. Number of Accounts | 1,649 | 1,643 | 352 | 236 | 327 | 728 | 6 |
| 67. Revenues | \$4,854,061 | \$4,777,761 | \$1,059,880 | \$1,004,808 | \$688,810 | \$2,024,263 | \$76,305 |
| 68. Less: Allowance for Uncollectible Non-residential Accounts | \$0 | \$0 | | | | | |
| 69. Total Non-residential Revenue | \$4,854,061 | \$4,777,761 | \$1,059,880 | \$1,004,808 | \$688,810 | \$2,024,263 | \$76,305 |
| 74. Interest on Investments | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 75. Other Income | \$328 | \$0 | \$0 | \$0 | \$0 | \$0 | \$328 |
| 76. Total Revenue Offsets | \$12,973,924 | \$12,409,502 | \$2,353,583 | \$1,857,667 | \$1,557,361 | \$6,640,891 | \$87,613 |

Base Year Rate Adjustment Application

Operating Information

| Historical | | Current | | Projected | | | | |
|------------|---------|---------|---------|-----------|---------|------|--------|------|
| | Percent | | Percent | Base Year | Percent | | | |
| 2016 | Change | 2017 | Change | 2018 | Change | 2019 | Change | 2020 |

Section IX-Operating Data

Residential

Accounts

| | | | | | | | | | | |
|-----|--------------------|--------|------|--------|-------|--------|------|--------|------|--------|
| 77. | Arroyo Grande | 5,742 | 0.5% | 5,769 | 1.1% | 5,833 | 1.0% | 5,891 | 1.0% | 5,950 |
| | Grover Beach | 4,198 | 0.3% | 4,211 | 0.7% | 4,239 | 1.0% | 4,281 | 1.0% | 4,324 |
| | Pismo Beach | 3,748 | 0.5% | 3,768 | -0.2% | 3,762 | 1.0% | 3,800 | 1.0% | 3,838 |
| | Oceano CSD | 1,838 | 0.1% | 1,840 | -0.3% | 1,834 | 1.0% | 1,852 | 1.0% | 1,871 |
| | Nipomo CSD | 4,001 | 0.8% | 4,035 | 0.9% | 4,070 | 1.0% | 4,111 | 1.0% | 4,152 |
| | County | 6,436 | 1.8% | 6,551 | 1.4% | 6,643 | 1.0% | 6,709 | 1.0% | 6,777 |
| | | 25,963 | 0.8% | 26,174 | 0.8% | 26,381 | 1.0% | 26,645 | 1.0% | 26,911 |
| 78. | Routes-Garbage | 7 | 0.0% | 7 | 0.0% | 7 | 0.0% | 7 | 0.0% | 7 |
| 79. | Routes-Recycling | 7 | 0.0% | 7 | 0.0% | 7 | 0.0% | 7 | 0.0% | 7 |
| 80. | Direct Labor Hours | 29,120 | 0.0% | 29,120 | 0.0% | 29,120 | 0.0% | 29,120 | 0.0% | 29,120 |

Non-residential Garbage

Accounts

| | | | | | | | | | | |
|-----|--------------------|--------|-------|--------|--------|--------|------|--------|------|--------|
| 80. | Arroyo Grande | 486 | -1.0% | 481 | -0.4% | 479 | 1.0% | 484 | 1.0% | 489 |
| | Grover Beach | 442 | -2.0% | 433 | -3.7% | 417 | 1.0% | 421 | 1.0% | 425 |
| | Pismo Beach | 380 | -1.1% | 376 | -2.4% | 367 | 1.0% | 371 | 1.0% | 374 |
| | Oceano CSD | 190 | 0.5% | 191 | -12.0% | 168 | 1.0% | 170 | 1.0% | 171 |
| | Nipomo CSD | 211 | -0.9% | 209 | -16.3% | 175 | 1.0% | 177 | 1.0% | 179 |
| | County | 475 | 2.3% | 486 | 6.8% | 519 | 1.0% | 524 | 1.0% | 529 |
| | | 2,184 | -0.4% | 2,176 | -2.3% | 2,125 | 1.0% | 2,146 | 1.0% | 2,168 |
| 81. | Routes-garbage | 5 | 0.0% | 5 | 0.0% | 5 | 0.0% | 5 | 0.0% | 5 |
| | Routes-recycling | 3 | 0.0% | 3 | 0.0% | 3 | 0.0% | 3 | 0.0% | 3 |
| 82. | Direct Labor Hours | 16,640 | 0.0% | 16,640 | 0.0% | 16,640 | 0.0% | 16,640 | 0.0% | 16,640 |

Recyclable Materials - All areas-Commingled Recycling (in tons)

Accounts

| | | | | | | | | | | |
|-----|-------------------|--------|-------|--------|--------|-------|------|-------|------|-------|
| 83. | Tri-Cities | 8,181 | -7.1% | 7,603 | -20.3% | 6,064 | 0.0% | 6,064 | 0.0% | 6,064 |
| | Nipomo/Oceano CSD | 3,008 | -7.1% | 2,795 | -20.3% | 2,229 | 0.0% | 2,229 | 0.0% | 2,229 |
| 84. | County | 962 | -7.1% | 895 | -20.3% | 713 | 0.0% | 713 | 0.0% | 713 |
| | | 12,151 | -7.1% | 11,293 | -20.3% | 9,006 | 0.0% | 9,006 | 0.0% | 9,006 |

Recyclable Materials - All areas-Greenwaste Recycling

| | | | | | | | | | |
|--------------------|--------|------|--------|------|--------|------|--------|------|--------|
| Routes | 5 | 0.0% | 5 | 0.0% | 5 | 0.0% | 5 | 0.0% | 5 |
| Tons Collected | 11,294 | 5.6% | 11,931 | 5.3% | 12,567 | 1.0% | 12,693 | 1.0% | 12,820 |
| Direct Labor Hours | 7,271 | 0.0% | 7,271 | 0.0% | 7,271 | 0.0% | 7,271 | 0.0% | 7,271 |

| | | | | | | | | | |
|------------------------|--------|------|--------|------|--------|------|--------|------|--------|
| Garbage Tons Collected | 40,552 | 1.5% | 41,142 | 1.2% | 41,621 | 1.0% | 42,037 | 1.0% | 42,457 |
|------------------------|--------|------|--------|------|--------|------|--------|------|--------|

AVILA BEACH COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA. 93424
Meeting Room and Office – 100 San Luis Street, Avila Beach
Telephone (805) 595-2664 FAX (805) 595-7623
E-Mail avilacsd@gmail.com

AGENDA

“SPECIAL” BOARD MEETING
11:00 AM Wednesday, October 10, 2018

BOARD MEETING LOCATION
100 SAN LUIS STREET
AVILA BEACH, CALIFORNIA

1. **CALL TO ORDER: 11:00 A.M.**
2. **ROLL CALL: Board Members:**
 - Pete Kelley, President
 - Lynn Helenius, Vice President
 - Ara Najarian, Director
 - Kristen Berry, Director
3. **PUBLIC COMMENT**

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

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

 - A. County Reports
 1. SLO County Sheriff Department
 2. CalFire/County Fire Department
 - B. Reports on Attended Conferences, Meetings, and General Communications of District Interest
5. **CONSENT ITEMS:**

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

 - A. Minutes of Sept 12th, 2018 Special Meeting
 - B. Monthly Financial Review for September

- C. General Manager and District Engineer Report
- D. Water and Wastewater Superintendent Reports for September

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. Board Director Vacancies
(Action Required: Receive Report and Consider Appointing a New Board Member to fill former Director Deweese's vacancy and accept Director Berry's application to remain on the Board)
- B. Removal of Wood Storage Building at WWTP
(Action Required: Receive Report and Authorize Staff to request quotes for demolition of existing wood building or Provide Other Direction to Staff)
- C. Revision to Water and Sewer Connection Fees Payment Schedule
(Action Required: Receive Staff Report and Consider Adopting Resolution No. 2018-09 and 2018-10)
- D. Update of District By-Laws
(Action Required: Receive Staff Report and Consider Adoption of Resolution No. 2018-11, Updating the District By-Laws)
- E. First Reading of an Ordinance Regarding Placement and Removal of Garbage and Recycled Materials Containers
(Action Required: Receive Staff Report and Provide Direction to Staff)
- F. Proposed Garbage Rate Increase
(Action Required: Receive Staff Report and Provide Direction to Staff)

8. COMMUNICATIONS/ CORESPONDENCE

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

9. Adjourn to next regularly scheduled meeting on Wednesday, November 14th, 2018 at 11:00 a.m.

Any writing or document pertaining to an open session item on this agenda which is distributed to a majority of the Board after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the District Administration Office, 100 San Luis Street, Avila Beach, CA during normal business hours. Consistent with the Americans with Disabilities Act and California Government Code Section 54954.2 requests for disability related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires the modification or accommodation in order to participate at the above referenced public meeting by contacting the District at 805-595-2664.

**MINUTES OF "SPECIAL" MEETING
Sept. 12th, 2018**

1. CALL TO ORDER

President Pete Kelley called the regular meeting of the Board of Directors of the Avila Beach Community Services District, to order at 11:00 a.m. on the above date, in the Avila Beach Community Service District Building, 100 San Luis Street, Avila Beach, California.

2. ROLL CALL

Board Members Present: Pete Kelley
 Lynn Helenius
 Kristin Berry
 Ara Najarian

Absent: None

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

3. PUBLIC COMMENTS

Aaron AnKee, a resident of San Luis Obispo expressed his opposition to Measure G. He urged the Board and Public to vote against it in the upcoming election.

4. INFORMATION AND DISCUSSION ITEMS

A. County Reports

1. SLO Sheriff:

Sheriff Chad Nicholson reported 59 calls for service during August. The calls included 8 suspicious persons calls, 12 disturbances, one petty theft and one grand theft from an unlocked vehicle. One assault took place between an employee and an employer over wages. Two female subjects blacked out at the beach after consuming alcohol at Mr. Rick's. They reported that something was slipped into their drinks to cause them to blackout. The hospital is analyzing their test results.

Cal Fire Report:

Cal Fire Battalion Chief Paul Lee received 59 calls for service last month, 34 were for medical aid. Chief Lee reported that the Redding fires are still burning. Ten extra fire fighters have been

assigned to our area for up to 2 months. The Sikorsky “Skycrane” helicopter has been assigned to Paso Robles.

Last month a car crash occurred at the corner of Ontario Road and Avila Beach Drive. The new tools recently purchased by CAL Fire were put to use. Both victims had to be extracted from their cars due to the impact of the crash. Brush is currently being clear for the fire break around Cave Landing Road over Spring Hill. As a reminder, pharmaceuticals are an essential part of your emergency kit. Don’t forget to update prescriptions in your medical kit to include a two-week supply in the case of natural disaster or emergency.

B. Reports on Conferences, Meetings and General Communications.

No Items to Report

5. CONSENT ITEMS

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

- A. Minutes of July 11th, 2018 Regular “Special” Meeting
- B. Monthly Financial Review for July & August
- C. General Manager and District Engineer Report
- D. Water and Wastewater Superintendent Report for July & August

GM Hagemann reported Lopez Lake water storage continues to drop at approximately 900 AF a month. This is typical for summer months and the will reduce significantly as we move in to the fall and winter months. The Low Level Response Plan is being revised by Zone 3 and will be circulated to agencies and the advisory committee for review and approval within the next few months. GM Hagemann commented that both the water and wastewater operations ran smoothly through the peak of summer with no issues or violations.

Director Najarian joined the meeting at 11:17 p.m.

Director Helenius asked if our sewage treatment plant is contractually required to take all sewerage flow from the Port San Luis Harbor District. Hagemann reminded the Directors that the District and Port updated the Wastewater Agreement in 2016 and that the Port is entitled to 35% of the treatment plant capacity. Hagemann reported that the District and Port staffs are working collaboratively to arrive at a cost-effective solution to the additional wastewater that will added to the system by the new Port RV Park. The Port will be responsible for a third of the cost of all upgrades made to the WWTP. Director Najarian made the motion to adopt the consent items. Director Berry seconded the motion and it passed with a roll call vote 4 - 0.

AYES: Ara Najarian
Kristin Berry
Lynn Helenius
Pete Kelley

NOES: None

ABSENT: None

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

None.

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

A. Removal and Replacement of Wood Storage Building at WWTP

GM Hagemann explained the existing wood building at WWTP is over 50 years old and is in need of replacement. Staff recommends the most cost effective and functional solution is to replace the building with a Cargo Container Building that will provide equipment storage and a small work area for Operations & Maintenance staff. The cost is approximately \$7,500 for demolition and the installation of a new structure. In anticipation of the building demolition, staff conducted asbestos tests in August for both the roofs on the WWTP. The test came back negative for asbestos. The Board directed staff to defer removal and replacement of the building at the WWTP and to investigate if a cargo container building could be placed at the Water Tank site that could store the old firetruck and provide workspace.

**B. Fluid Resources Management (FRM) Operation and Maintenance Contract
Renewal**

GM Hagemann introduced the item with a recommendation the Board extend the FRM O&M contract for another year (through Nov 1, 2019). The basis for staff's recommendation was as follows: Board has not expressed an interest in changing out the current O & M model (i.e., 100% via contract); FRM has continued to provide good service to the District; Currently there are a very limited number of vendors in our area that provide this type and level of service; and FRM is amenable to another one-year extension (at same terms and conditions). Director Kelley made the motion to extend Fluid Resources Management Operation and Maintenance Contract until November 1st, 2019. Director Helenius seconded the motion and it passed with a roll call vote 4 - 0.

AYES: Lynn Helenius
Pete Kelley
Ara Najarian
Kristin Berry

NOES: None

ABSENT: None

C. Schedule for Payment of Water and Sewer Connection Fees

Hagemann stated the existing 50%/50% payment schedule was established in 2003 in part to help project proponents with project cash flow. The existing schedule appears to be unique to Avila Beach CSD. Staff recommends the Board consider collecting 100% of the connection fees at or before the time of building permit issuance and is seeking the Board's input on updating the procedure. The Board directed staff to bring back a Resolution that revised the schedule to collect 100% of the connection fees at or before the time of building permit issuance.

D. Board Director Vacancy

Staff has not yet received any applications to fill Director DeWeese's vacancy. The Board directed Staff to bring this item back to the October Board Meeting.

E. Water Tank #2 Repair Options and Recommended Actions

GM Hagemann introduced the item and reminded the Board that Advanced Technical Services had prepared a report in 2017 that provided their findings and recommendations for maintenance and upgrade of Water Tank #2. Hagemann noted that the tank is not in eminent danger of failure but it is losing metal every year that it is not re-coated and should be re-coated soon. ATS estimated the remaining useful life of the INTERIOR tank coating to be 5+ years and they also provided recommendations for appurtenance repair and upgrades.

Staff recommended the Board authorize the GM to negotiate a contract with ATS to confirm the presence/absence of lead in the exterior coating and then prepare bid documents for Exterior coating with bid alternatives for: interior coating; appurtenance upgrades/repairs and installation of the flexible joint on the outlet. Director Kelley made the motion to retain ATS to put together the bid documents for Water Tank #2 Repair Options. Director Najarian seconded the motion and it passed 4-0 with a roll call vote.

AYES: Pete Kelley
Ara Najarian
Kristin Berry
Lynn Helenius

NOES: None

ABSENT: None

8. COMMUNICATIONS/ COORESPONDENCE

GM Hageman reported that Daniel Jelladian declined interest in serving on the Board of Directors at this time. Hagemann also reported that the outdoor lighting at the District office building has been reduced to one light at the request of the neighbors.

The auditors completed final fieldwork for FY2017/18 and will present the audit findings at the November Board Meeting.

President Kelley brought up the lack of a sidewalk on San Luis Street next door to the District office on the vacant Garris Property. It is dangerous for pedestrians to walk on the east side of San Luis Street and President Kelley asked if staff could talk to Mr. Garris about removing the vegetation from the pedestrian right of way and install the sidewalks at the beginning of the construction project.

9. Optional Tour of the Wastewater Treatment Plant

The Board of Directors declined the WWTP tour at this time.

ADJOURNMENT: The meeting was adjourned 12:40 at p.m.

The next regular meeting of the Avila Beach Community Services District is scheduled for Wednesday, Oct 10th, 2018 at 11:00 AM at 100 San Luis Street, Avila Beach.

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


Respectfully submitted,

Brad Hagemann, PE
General Manager

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

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 10, 2018

SUBJECT: Monthly Financial Review for September 2018

Recommendation:

Receive and file report.

Overall Monthly Summary

During September the District made deposits in the amount of \$84,211.71 and experienced \$56,502.27 in expenses (cash basis). Tax revenues for this time of year are typically low. Income in September included \$1,097.27 in County tax income and \$82,118.62 in monthly water and sewer fees. Other income included \$66,845.00 from State Water Resources Control Board for the Water Recycling Grant. Detailed financial reports including a Balance Sheet, Deposits by Fund, Checks by Fund, as well as, a Profit and Loss Sheet for September are provided for your information.

Utility Service Billing

The District billed approximately \$99,526.61 in water and sewer service charges in September. Customer Rate Assistance amounted in a reduction of billing charges to the District in the amount of \$760.00.

Operation and Maintenance

The Fluid Resource Management (FRM) Statement for September 2018 is included.

Avila Beach Community Services District
Profit & Loss
September 2018

| | <u>Sep 18</u> |
|---|---------------|
| Ordinary Income/Expense | |
| Income | |
| 4000 · Income Summary | |
| 4010 · Operating Revenue | 82,118.62 |
| 4020 · Contract Services-Ambulance | 995.82 |
| 4030 · County Taxes | 1,097.27 |
| | <hr/> |
| Total 4000 · Income Summary | 84,211.71 |
| | <hr/> |
| Total Income | 84,211.71 |
| | <hr/> |
| Gross Profit | 84,211.71 |
| Expense | |
| 5100 · Merchant Credit Card Fees TIB | 445.08 |
| 5200 · Payroll Expenses | |
| 5210 · Gross Wages | |
| 5211 · Regular Pay | 2,658.91 |
| 5012 · Holiday Pay | 160.74 |
| 5014 · Sick Pay | 53.58 |
| 5016 · Vacation Pay | 133.95 |
| | <hr/> |
| Total 5210 · Gross Wages | 3,007.18 |
| 5230 · Payroll Taxes | 52.30 |
| 5240 · Health & Medical Exp. | |
| 5242 · Health Ins / Other | 600.00 |
| | <hr/> |
| Total 5240 · Health & Medical Exp. | 600.00 |
| 5250 · PERS Company Pd Expense | |
| 5256 · PERS Co Pd Kristi | 248.33 |
| | <hr/> |
| Total 5250 · PERS Company Pd Expense | 248.33 |
| 5260 · Work Comp Insurance | -25.39 |
| 5280 · Payroll Administration & Misc. | 112.16 |
| | <hr/> |
| Total 5200 · Payroll Expenses | 3,994.58 |
| 6000 · Administrative Overheads | |
| 6102 · Accounting | 247.50 |
| 6103 · Accounting Audit | 2,924.00 |
| 6120 · Dues & Subscriptions | 700.00 |
| 6140 · Office Supplies & Postage | 161.10 |
| 6150 · Rate Assistance | 760.00 |
| | <hr/> |
| Total 6000 · Administrative Overheads | 4,792.60 |

| | <u>Sep 18</u> |
|---|------------------|
| 6500 · Operating Expenses | |
| 6503 · Chemicals | 3,087.00 |
| 6505 · Contract Labor O & M | 18,307.26 |
| 6506 · Contract Labor GM | 11,000.00 |
| 6518 · Equipment Expense | 3,159.49 |
| 6520 · Equipment Repair & Maint. | |
| 6524 · Equip. Rep. & Maint. Avila Only | 522.20 |
| Total 6520 · Equipment Repair & Maint. | 522.20 |
| 6525 · Fat Oil & Grease (FOG) | 156.25 |
| 6535 · Insurance P/L | 1,323.04 |
| 6540 · Lab Tests | 3,023.80 |
| 6542 · Maintenance | 162.50 |
| 6550 · Operating Supplies | 98.09 |
| 6580 · Solids Handling | 2,640.00 |
| 6585 · Telephone / Internet | 280.78 |
| 6590 · Utilities | 3,509.60 |
| Total 6500 · Operating Expenses | 47,270.01 |
| Total Expense | 56,502.27 |
| Net Ordinary Income | 27,709.44 |
| Other Income/Expense | |
| Other Income | |
| 7000 · Other Income | |
| 7050 · Prop 13 Water Recycling Grant | 66,845.00 |
| Total 7000 · Other Income | 66,845.00 |
| Total Other Income | 66,845.00 |
| Other Expense | |
| 8200 · Non-Operating Expenses | |
| 8230 · Capital Purchases in Prog Sani | |
| 8245 · WW-10 WWTP Alt. Study | 4,500.04 |
| Total 8230 · Capital Purchases in Prog Sani | 4,500.04 |
| Total 8200 · Non-Operating Expenses | 4,500.04 |
| Total Other Expense | 4,500.04 |
| Net Other Income | 62,344.96 |
| Net Income | <u>90,054.40</u> |

Avila Beach Community Services District
Balance Sheet
As of September 30, 2018

Sep 30, 18

ASSETS

Current Assets

Checking/Savings

| | |
|----------------------------------|---------------------|
| 1000 · Cash Summary | |
| 1005 · Customer Cash | 342.19 |
| 1008 · Petty Cash | 66.80 |
| 1010 · Pacific Premier Checking | 430,803.90 |
| 1050 · LAIF | 2,977,213.58 |
| Total 1000 · Cash Summary | 3,408,426.47 |

Total Checking/Savings 3,408,426.47

Accounts Receivable

| | |
|-----------------------------|------------|
| 1200 · *Accounts Receivable | 124,851.71 |
|-----------------------------|------------|

Total Accounts Receivable 124,851.71

Other Current Assets

1250 · Receivables

| | |
|-------------------------------|------------|
| 1255 · Interest Receivable | 5,144.80 |
| 1270 · Taxes Receivable | 7,820.07 |
| 1280 · Water & Sewer Billings | 124,412.48 |

Total 1250 · Receivables 137,377.35

1400 · Prepaid Summary

| | |
|--------------------------------|-----------|
| 1410 · Prepaid Insurance | 11,907.46 |
| 1420 · Prepaid State Water | 37,428.60 |
| 1400 · Prepaid Summary - Other | -0.01 |

Total 1400 · Prepaid Summary 49,336.05

Total Other Current Assets 186,713.40

Total Current Assets 3,719,991.58

Fixed Assets

1600 · Fixed Assets & Acc. Depr.

1605 · Office Equipment

| | |
|------------------------------------|-----------|
| 1606 · Copier Samsung 2012 | 8,233.58 |
| 1609 · Office Equipment Accum Depr | -8,233.59 |

Total 1605 · Office Equipment -0.01

1610 · Fixed Asset -Office & Admin.

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

Total 1610 · Fixed Asset -Office & Admin. 0.00

1620 · Fixed Assets - Sanitary

| | |
|-------------|-----------|
| 1622 · Land | 60,314.10 |
|-------------|-----------|

1626 · Collection Assets

| | |
|----------------------------------|--------------|
| 1627 · Collection Assets Cost | 1,318,875.26 |
| 1628 · Collect Assets Accum Depr | -399,237.22 |

Avila Beach Community Services District
Balance Sheet
 As of September 30, 2018

| | <u>Sep 30, 18</u> |
|--|-----------------------------------|
| Total 1626 · Collection Assets | 919,638.04 |
| 1630 · Disposal Equipment | |
| 1631 · Disposal Equip Cost | 523,122.64 |
| 1632 · Disposal Equip Accum Depr | <u>-264,042.83</u> |
| Total 1630 · Disposal Equipment | 259,079.81 |
| 1635 · Treatment Plant | |
| 1636 · Treatment Plant Original | 105,000.00 |
| 1637 · Treatment Plant Addition | 2,049,098.30 |
| 1638 · Treatment Plant Accum Dep | <u>-1,043,684.59</u> |
| Total 1635 · Treatment Plant | 1,110,413.71 |
| 1642 · Treatment Equipment | |
| 1643 · Treatment Equip Cost | 1,000,455.00 |
| 1644 · Treatment Equip Accum Depr | -524,698.87 |
| 1642 · Treatment Equipment - Other | <u>205,485.61</u> |
| Total 1642 · Treatment Equipment | 681,241.74 |
| Total 1620 · Fixed Assets - Sanitary | 3,030,687.40 |
| 1650 · Fixed Assets - Water | |
| 1652 · Equipment | |
| 1653 · Equipment Cost | 21,136.28 |
| 1654 · Equipment Accum Depr | <u>-21,136.28</u> |
| Total 1652 · Equipment | 0.00 |
| 1656 · Distribution Assets | |
| 1657 · Distribution Assets Cost | 1,140,860.50 |
| 1658 · Dist Assets Accum Depr | <u>-590,709.56</u> |
| Total 1656 · Distribution Assets | 550,150.94 |
| Total 1650 · Fixed Assets - Water | 550,150.94 |
| 1680 · Structures - Fixed Asset | |
| 1681 · Structures GFAAG - Sani & FA | 29,810.00 |
| 1682 · Gen / Fire Accum Dep | <u>-29,810.00</u> |
| Total 1680 · Structures - Fixed Asset | 0.00 |
| 1690 · Construction in Progress | <u>123,333.82</u> |
| Total 1600 · Fixed Assets & Acc. Depr. | <u>3,704,172.15</u> |
| Total Fixed Assets | 3,704,172.15 |
| Other Assets | |
| 1800 · Deferred Outflows of Resources | <u>39,579.00</u> |
| Total Other Assets | 39,579.00 |
| TOTAL ASSETS | <u><u>7,463,742.73</u></u> |
| LIABILITIES & EQUITY | |
| Liabilities | |

Avila Beach Community Services District

Balance Sheet

As of September 30, 2018

| | <u>Sep 30, 18</u> |
|---|---------------------|
| Current Liabilities | |
| Accounts Payable | |
| 2100 · Accounts Payable | 93,166.70 |
| Total Accounts Payable | 93,166.70 |
| Credit Cards | |
| 2350 · Home Depot CC | 17.18 |
| Total Credit Cards | 17.18 |
| Other Current Liabilities | |
| 2200 · Payroll Liabilities | |
| 2260 · Vacation Payable | 221.90 |
| 2262 · Sick Pay Accrued | 1,464.50 |
| 2201 · Accrued Payroll | 3,693.88 |
| 2240 · Health Insurance | |
| 2241 · Employee | 0.01 |
| Total 2240 · Health Insurance | 0.01 |
| 2250 · PERS Liability | 161.58 |
| Total 2200 · Payroll Liabilities | 5,541.87 |
| 2300 · Deposits Held | |
| 2303 · Water Deposits Held | 7,580.00 |
| 2304 · Fire Station Deposit | 2,000.00 |
| Total 2300 · Deposits Held | 9,580.00 |
| Total Other Current Liabilities | 15,121.87 |
| Total Current Liabilities | 108,305.75 |
| Long Term Liabilities | |
| 2400 · Net Pension Liability | 126,121.00 |
| 2500 · Deferred Inflows of Resources | 16,201.00 |
| Total Long Term Liabilities | 142,322.00 |
| Total Liabilities | 250,627.75 |
| Equity | |
| 3900 · Retained Earnings | 7,082,170.99 |
| Net Income | 130,943.99 |
| Total Equity | 7,213,114.98 |
| TOTAL LIABILITIES & EQUITY | 7,463,742.73 |

**Avila Beach Community Services District
Deposits by Fund
September 2018**

10/03/18

| Type | Date | Memo | Split | Amount | Balance |
|------------------------|------------|---|------------------------------|------------|------------|
| General / Admin | | | | | |
| Deposit | 09/04/2018 | Audit refund Inv. # 7017 Work. Comp 60208 2017-18 | 1010 · Pacific Premier Ch... | -25.39 | -25.39 |
| Deposit | 09/10/2018 | TCF FY 18 AUG IMPR # 1 - Gen .70, Water .25, Lights .05 | 1010 · Pacific Premier Ch... | -383.28 | -408.67 |
| Deposit | 09/11/2018 | Prop 13 Water Recycling Grant | 1010 · Pacific Premier Ch... | -66,845.00 | -67,253.67 |
| Deposit | 09/11/2018 | S L Ambulance Contract Services | 1010 · Pacific Premier Ch... | -995.82 | -68,249.49 |
| Total General / Admin | | | | | |
| Lights | | | | | |
| Deposit | 09/10/2018 | TCF FY 18 AUG IMPR # 1 - Gen .70, Water .25, Lights .05 | 1010 · Pacific Premier Ch... | -27.37 | -27.37 |
| Total Lights | | | | | |
| Sanitary | | | | | |
| Deposit | 09/04/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -2,281.14 | -2,281.14 |
| Deposit | 09/04/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 47.50 | -2,233.64 |
| Deposit | 09/04/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 12.35 | -2,221.29 |
| Deposit | 09/04/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 175.27 | -2,046.02 |
| Deposit | 09/06/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -762.75 | -2,808.77 |
| Deposit | 09/06/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 59.37 | -2,749.40 |
| Deposit | 09/06/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -2,749.40 |
| Deposit | 09/06/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | -3.10 | -2,752.50 |
| Deposit | 09/07/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -2,240.38 | -4,992.88 |
| Deposit | 09/07/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 0.00 | -4,992.88 |
| Deposit | 09/07/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -4,992.88 |
| Deposit | 09/07/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 0.00 | -4,992.88 |
| Deposit | 09/10/2018 | Sani Rec | 1010 · Pacific Premier Ch... | 35.62 | -4,957.26 |
| Deposit | 09/10/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | -5,986.95 | -10,944.21 |
| Deposit | 09/10/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 11.87 | -10,932.34 |
| Deposit | 09/10/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | -17.10 | -10,949.44 |
| Deposit | 09/10/2018 | TCF FY 18 AUG ME - Waste | 1010 · Pacific Premier Ch... | 0.00 | -10,949.44 |
| Deposit | 09/11/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -549.73 | -11,499.17 |
| Deposit | 09/11/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | -1,515.10 | -13,014.27 |
| Deposit | 09/11/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 35.62 | -12,978.65 |
| Deposit | 09/11/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 0.00 | -12,978.65 |
| Deposit | 09/13/2018 | Sani Rec | 1010 · Pacific Premier Ch... | 0.00 | -12,978.65 |
| Deposit | 09/13/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | -13,803.40 | -26,782.05 |
| Deposit | 09/13/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -26,782.05 |
| Deposit | 09/13/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 0.00 | -26,782.05 |
| Deposit | 09/14/2018 | Sani Rec | 1010 · Pacific Premier Ch... | 16.07 | -26,765.98 |
| Deposit | 09/14/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | -10,539.98 | -37,305.96 |
| Deposit | 09/14/2018 | | 1010 · Pacific Premier Ch... | 35.62 | -37,270.34 |

Avila Beach Community Services District
 Deposits by Fund
 September 2018

10/03/18

| Type | Date | Memo | Split | Amount | Balance |
|----------------|------------|--|------------------------------|------------|------------|
| Deposit | 09/14/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 102.15 | -37,168.19 |
| Deposit | 09/14/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | -174.45 | -37,342.64 |
| Deposit | 09/17/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -3,437.98 | -40,780.62 |
| Deposit | 09/17/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 26.12 | -40,754.50 |
| Deposit | 09/17/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 9.50 | -40,745.00 |
| Deposit | 09/17/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | -34.37 | -40,779.37 |
| Deposit | 09/17/2018 | Booked 9/17/18 - Community Park Restroom 7/27 - 8/27 | 1010 · Pacific Premier Ch... | 1,031.68 | -39,747.69 |
| Deposit | 09/17/2018 | 000162 Community Park Restrooms 7/27 - 8/27/18 | 1010 · Pacific Premier Ch... | -1,031.68 | -40,779.37 |
| Deposit | 09/18/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -2,508.25 | -43,287.62 |
| Deposit | 09/18/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 11.87 | -43,275.75 |
| Deposit | 09/18/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 217.95 | -43,057.80 |
| Deposit | 09/18/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | -17.19 | -43,074.99 |
| Deposit | 09/19/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -550.15 | -43,625.14 |
| Deposit | 09/19/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 67.65 | -43,557.49 |
| Deposit | 09/19/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -43,557.49 |
| Deposit | 09/19/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 93.80 | -43,463.69 |
| Deposit | 09/24/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -910.65 | -44,374.34 |
| Deposit | 09/24/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 0.00 | -44,374.34 |
| Deposit | 09/24/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 95.45 | -44,278.89 |
| Deposit | 09/24/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 0.00 | -44,278.89 |
| Deposit | 09/25/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -462.28 | -44,741.17 |
| Deposit | 09/25/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 11.87 | -44,729.30 |
| Deposit | 09/25/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -44,729.30 |
| Deposit | 09/25/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | -59.37 | -44,788.67 |
| Deposit | 09/26/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -1,440.40 | -46,229.07 |
| Deposit | 09/26/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 23.75 | -46,205.32 |
| Deposit | 09/26/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -46,205.32 |
| Deposit | 09/26/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 0.00 | -46,205.32 |
| Deposit | 09/28/2018 | Sani Rec | 1010 · Pacific Premier Ch... | -1,123.45 | -47,328.77 |
| Deposit | 09/28/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 35.62 | -47,293.15 |
| Deposit | 09/28/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -47,293.15 |
| Deposit | 09/28/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 55.12 | -47,238.03 |
| Deposit | 09/28/2018 | \$ 822.75 CC BALANCE ADJ CCs | 1010 · Pacific Premier Ch... | -411.37 | -47,649.40 |
| Total Sanitary | | | | -47,649.40 | -47,649.40 |
| Water | | | | | |
| Deposit | 09/04/2018 | Water Rec | 1010 · Pacific Premier Ch... | -2,324.70 | -2,324.70 |
| Deposit | 09/04/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 47.50 | -2,277.20 |
| Deposit | 09/04/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 12.35 | -2,264.85 |
| Deposit | 09/04/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 175.28 | -2,089.57 |

Avila Beach Community Services District
 Deposits by Fund
 September 2018

| Type | Date | Memo | Split | Amount | Balance |
|---------|------------|---|------------------------------|------------|------------|
| Deposit | 09/06/2018 | Water Rec | 1010 · Pacific Premier Ch... | -703.00 | -2,792.57 |
| Deposit | 09/06/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 59.38 | -2,733.19 |
| Deposit | 09/06/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -2,733.19 |
| Deposit | 09/06/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | -3.10 | -2,736.29 |
| Deposit | 09/07/2018 | Water Rec | 1010 · Pacific Premier Ch... | -1,884.10 | -4,620.39 |
| Deposit | 09/07/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 0.00 | -4,620.39 |
| Deposit | 09/07/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -4,620.39 |
| Deposit | 09/07/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 35.63 | -4,584.76 |
| Deposit | 09/10/2018 | Water Rec | 1010 · Pacific Premier Ch... | -5,186.92 | -9,771.68 |
| Deposit | 09/10/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 11.88 | -9,759.80 |
| Deposit | 09/10/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | -17.10 | -9,776.90 |
| Deposit | 09/10/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 0.00 | -9,776.90 |
| Deposit | 09/11/2018 | TCF FY 18 AUG IMPR # 1 - Gen .70, Water .25, Lights .05 | 1010 · Pacific Premier Ch... | -136.89 | -9,913.79 |
| Deposit | 09/11/2018 | Water Rec | 1010 · Pacific Premier Ch... | -1,504.80 | -11,418.59 |
| Deposit | 09/11/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 35.63 | -11,382.96 |
| Deposit | 09/11/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -11,382.96 |
| Deposit | 09/11/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 0.00 | -11,382.96 |
| Deposit | 09/13/2018 | Water Rec | 1010 · Pacific Premier Ch... | -11,783.21 | -23,166.17 |
| Deposit | 09/13/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 0.00 | -23,166.17 |
| Deposit | 09/13/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -23,166.17 |
| Deposit | 09/13/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 16.08 | -23,150.09 |
| Deposit | 09/14/2018 | Water Rec | 1010 · Pacific Premier Ch... | -9,870.58 | -33,020.67 |
| Deposit | 09/14/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 35.63 | -32,985.04 |
| Deposit | 09/14/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 102.15 | -32,882.89 |
| Deposit | 09/14/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | -174.45 | -33,057.34 |
| Deposit | 09/17/2018 | Water Rec | 1010 · Pacific Premier Ch... | -6,563.55 | -39,620.89 |
| Deposit | 09/17/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 26.13 | -39,594.76 |
| Deposit | 09/17/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 9.50 | -39,585.26 |
| Deposit | 09/17/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | -34.38 | -39,619.64 |
| Deposit | 09/17/2018 | Booked 9/17/18 - San Juan Park Irrigation 7/27 - 8/27 | 1010 · Pacific Premier Ch... | 2,473.80 | -37,145.84 |
| Deposit | 09/17/2018 | Booked 9/17/18 - Front St Irrigation 7/27 - 8/27 | 1010 · Pacific Premier Ch... | 1,272.40 | -35,873.44 |
| Deposit | 09/17/2018 | Booked 9/17/18 - Community Park Restroom 7/27 - 8/27 | 1010 · Pacific Premier Ch... | 706.80 | -35,166.64 |
| Deposit | 09/17/2018 | 001622 San Juan Park Irrigation 7/27 - 8/27/18 | 1010 · Pacific Premier Ch... | -2,473.80 | -37,640.44 |
| Deposit | 09/17/2018 | 001483 Front St Irrigation 7/27 - 8/27/18 | 1010 · Pacific Premier Ch... | -1,272.40 | -38,912.84 |
| Deposit | 09/17/2018 | 000162 Community Park Restrooms 7/27 - 8/27/18 | 1010 · Pacific Premier Ch... | -706.80 | -39,619.64 |
| Deposit | 09/18/2018 | Water Rec | 1010 · Pacific Premier Ch... | -2,188.05 | -41,807.69 |
| Deposit | 09/18/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 11.88 | -41,795.81 |
| Deposit | 09/18/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 217.95 | -41,577.86 |
| Deposit | 09/18/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | -17.19 | -41,595.05 |
| Deposit | 09/19/2018 | Water Rec | 1010 · Pacific Premier Ch... | -597.45 | -42,192.50 |
| Deposit | 09/19/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 67.65 | -42,124.85 |

Avila Beach Community Services District
Deposits by Fund
 September 2018

10/03/18

| Type | Date | Memo | Split | Amount | Balance |
|--------------|------------|-------------------------------------|------------------------------|--------------------|--------------------|
| Deposit | 09/19/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -42,124.85 |
| Deposit | 09/19/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 93.80 | -42,031.05 |
| Deposit | 09/24/2018 | Water Rec | 1010 · Pacific Premier Ch... | -1,184.93 | -43,215.98 |
| Deposit | 09/24/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 0.00 | -43,215.98 |
| Deposit | 09/24/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 95.46 | -43,120.52 |
| Deposit | 09/24/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 0.00 | -43,120.52 |
| Deposit | 09/24/2018 | Adj (\$.05) James Orth check short | 1010 · Pacific Premier Ch... | 0.05 | -43,120.47 |
| Deposit | 09/25/2018 | Water Rec | 1010 · Pacific Premier Ch... | -1,322.40 | -44,442.87 |
| Deposit | 09/25/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 11.88 | -44,430.99 |
| Deposit | 09/25/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -44,430.99 |
| Deposit | 09/25/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | -59.38 | -44,490.37 |
| Deposit | 09/26/2018 | Water Rec | 1010 · Pacific Premier Ch... | -919.00 | -45,409.37 |
| Deposit | 09/26/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 23.75 | -45,385.62 |
| Deposit | 09/26/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -45,385.62 |
| Deposit | 09/26/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 0.00 | -45,385.62 |
| Deposit | 09/28/2018 | Water Rec | 1010 · Pacific Premier Ch... | -1,918.40 | -47,304.02 |
| Deposit | 09/28/2018 | Rate Assistance | 1010 · Pacific Premier Ch... | 35.63 | -47,268.39 |
| Deposit | 09/28/2018 | 1/2 Other 1 | 1010 · Pacific Premier Ch... | 0.00 | -47,268.39 |
| Deposit | 09/28/2018 | 1/2 Other 2 | 1010 · Pacific Premier Ch... | 55.13 | -47,213.26 |
| Deposit | 09/28/2018 | \$ 822.75 CC BALANCE ADJ CCs | 1010 · Pacific Premier Ch... | -411.38 | -47,624.64 |
| Total Water | | | | -47,624.64 | -47,624.64 |
| TOTAL | | | | -163,550.90 | -163,550.90 |

Avila Beach Community Services District
Checks by Fund w/Accounts
 September 2018

| Type | Date | Num | Name | Memo | Account | Amount | Balance |
|------------------------------|------------|------|----------------------------------|------|---------------------------------------|-----------|-----------|
| General / Admin | | | | | | | |
| Check | 09/04/2018 | EFT | Bankcard MTOT Disc | | 5100 · Merchant Credit Card Fees... | 445.08 | 445.08 |
| Check | 09/05/2018 | EFT | Adobe.com | | 6140 · Office Supplies & Postage | 14.99 | 460.07 |
| Check | 09/06/2018 | 2131 | Hagemann & Associates | | 6506 · Contract Labor GM | 2,200.00 | 2,660.07 |
| Check | 09/06/2018 | 2132 | Staples | | 6140 · Office Supplies & Postage | 87.68 | 2,747.75 |
| Check | 09/06/2018 | 2136 | Coastline Cleaning Co. | | 6542 · Maintenance | 162.50 | 2,910.25 |
| Check | 09/06/2018 | 2137 | PERS | | 6120 · Dues & Subscriptions | 700.00 | 3,610.25 |
| Check | 09/06/2018 | 2141 | U.S. Postal Service | | 6140 · Office Supplies & Postage | 12.35 | 3,622.60 |
| Check | 09/10/2018 | EFT | Nikki Engle Bookkeeping | | 6102 · Accounting | 247.50 | 3,870.10 |
| Check | 09/12/2018 | EFT | Cal Tec Computers | | 6524 · Equip. Rep. & Maint. Avila ... | 40.00 | 3,910.10 |
| Check | 09/12/2018 | EFT | Public Employees Retirement S... | | 2250 · PERS Liability | 176.64 | 4,086.74 |
| Check | 09/12/2018 | EFT | Public Employees Retirement S... | | 2250 · PERS Liability | 40.94 | 4,127.68 |
| Check | 09/12/2018 | EFT | Public Employees Retirement S... | | 2250 · PERS Liability | 212.64 | 4,340.32 |
| Check | 09/12/2018 | EFT | Public Employees Retirement S... | | 2250 · PERS Liability | 11.07 | 4,351.39 |
| Check | 09/12/2018 | EFT | Public Employees Retirement S... | | 2250 · PERS Liability | 170.78 | 4,522.17 |
| Check | 09/13/2018 | 2145 | Fedak & Brown, LLP | | 5256 · PERS Co Pd Kristi | 30.14 | 4,552.31 |
| Check | 09/13/2018 | EFT | Cal Tec Computers | | 6103 · Accounting Audit | 2,924.00 | 7,476.31 |
| Check | 09/15/2018 | EFT | Charter | | 6524 · Equip. Rep. & Maint. Avila ... | 415.45 | 7,891.76 |
| Check | 09/17/2018 | 2149 | Hagemann & Associates | | 6585 · Telephone / Internet | 199.95 | 8,091.71 |
| Check | 09/22/2018 | EFT | Collage.com | | 6506 · Contract Labor GM | 2,200.00 | 10,291.71 |
| Check | 09/26/2018 | EFT | Amazon | | 6140 · Office Supplies & Postage | 32.15 | 10,323.86 |
| Check | 09/27/2018 | EFT | Cal Tec Computers | | 6140 · Office Supplies & Postage | 13.93 | 10,337.79 |
| Total General / Admin | | | | | | | |
| | | | | | | 10,404.54 | 10,404.54 |
| Lights | | | | | | | |
| Check | 09/04/2018 | EFT | PG&E | | 6590 · Utilities | 477.46 | 477.46 |
| Check | 09/04/2018 | EFT | PG&E | | 6590 · Utilities | 92.89 | 570.35 |
| Check | 09/24/2018 | EFT | PG&E | | 6590 · Utilities | 348.61 | 918.96 |
| Total Lights | | | | | | | |
| | | | | | | 918.96 | 918.96 |
| Sanitary | | | | | | | |
| Check | 09/06/2018 | 2131 | Hagemann & Associates | | 6506 · Contract Labor GM | 2,200.00 | 2,200.00 |
| Check | 09/06/2018 | 2135 | Brenntag Pacific, Inc. | | 6503 · Chemicals | 1,430.89 | 3,630.89 |
| Check | 09/06/2018 | 2138 | South County Sanitary Service | | 6590 · Utilities | 119.73 | 3,750.62 |
| Check | 09/06/2018 | 2139 | Michael Nunley & Assoc. | | 8245 · WW-10 WWTP Alt. Study | 4,500.04 | 8,250.66 |
| Check | 09/07/2018 | 2140 | Fluid Resource Management | | 6505 · Contract Labor O & M | 13,732.26 | 21,982.92 |
| Check | 09/07/2018 | 2140 | Fluid Resource Management | | 6503 · Chemicals | 320.55 | 22,303.47 |
| Check | 09/07/2018 | 2142 | Abalone Coast Analytical, Inc. | | 6504 · Lab Tests | 3,023.80 | 25,327.27 |
| Check | 09/13/2018 | 2143 | Miners Ace Hardware | | 6550 · Operating Supplies | 98.09 | 25,425.36 |
| Check | 09/13/2018 | 2144 | Brenntag Pacific, Inc. | | 6503 · Chemicals | 1,335.56 | 26,760.92 |
| Check | 09/13/2018 | 2146 | Speed's, Inc. | | 6580 · Solids Handling | 1,295.00 | 28,055.92 |
| Check | 09/17/2018 | 2147 | Wallace Group, Inc. | | 6525 · Fat Oil & Grease (FOG) | 156.25 | 28,212.17 |

Avila Beach Community Services District
Checks by Fund w/Accounts
 September 2018

10/04/18


| Type | Date | Num | Name | Memo | Account | Amount | Balance |
|-----------------------|------------|------|---------------------------|---|-----------------------------|------------------|------------------|
| Check | 09/17/2018 | 2148 | Speed's, Inc. | Inv. 59413 9/4/18 | 6580 · Solids Handling | 1,345.00 | 29,557.17 |
| Check | 09/17/2018 | 2149 | Hagemann & Associates | 40% Sanitary | 6506 · Contract Labor GM | 2,200.00 | 31,757.17 |
| Check | 09/17/2018 | EFT | AT&T | acct # x 0885 Internet | 6585 · Telephone / Internet | 80.83 | 31,838.00 |
| Check | 09/24/2018 | EFT | PG&E | Waste Water Plant acct # 6380034236-0 ... | 6590 · Utilities | 2,384.93 | 34,222.93 |
| Check | 09/24/2018 | EFT | PG&E | Lift Station acct# 6338432238-2 | 6590 · Utilities | 85.98 | 34,308.91 |
| Total Sanitary | | | | | | | |
| Water | | | | | | | |
| Check | 09/06/2018 | 2131 | Hagemann & Associates | 20% Water | 6506 · Contract Labor GM | 1,100.00 | 1,100.00 |
| Check | 09/06/2018 | 2134 | Aqua-Metric Sales, Inc. | 1" Iperl TR/PL 100 C.F. Inv. SO0055726 | 6518 · Equipment Expense | 1,200.61 | 2,300.61 |
| Check | 09/06/2018 | 2134 | Aqua-Metric Sales, Inc. | 3/4" Iperl TR/PL 100 C.F. | 6518 · Equipment Expense | 1,958.88 | 4,259.49 |
| Check | 09/06/2018 | 2133 | Aqua-Metric Sales, Inc. | 1" Iperl TR/PL 100 C.F. Inv. SO0055726 | 6518 · Equipment Expense | 0.00 | 4,259.49 |
| Check | 09/06/2018 | 2133 | Aqua-Metric Sales, Inc. | 3/4" Iperl TR/PL 100 C.F. | 6518 · Equipment Expense | 0.00 | 4,259.49 |
| Check | 09/07/2018 | 2140 | Fluid Resource Management | F17398 Monthly O & M | 6505 · Contract Labor O & M | 4,575.00 | 8,834.49 |
| Check | 09/17/2018 | 2149 | Hagemann & Associates | 20% Water | 6506 · Contract Labor GM | 1,100.00 | 9,934.49 |
| Total Water | | | | | | | |
| TOTAL | | | | | | 55,566.90 | 55,566.90 |

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 10, 2018

SUBJECT: General Manager/District Engineer Report

Zone 3 Technical Advisory Committee and Advisory Committee

The Zone 3 Technical Advisory Committee (TAC) met on Wednesday, September 12, 2018, at the Arroyo Grande City Hall offices. The Meeting Agenda and materials are attached to this report. As of this writing Lopez Lake is at an elevation of 484 feet, 43.9% capacity and has approximately 21,600 acre feet of water in storage (approximately 800 AF less than a month ago). Water use from Lopez will likely average about 600 800 acre-feet per month for the next few months depending on rainfall and agricultural needs. SLO County Public Works Department staff estimate that Lake Lopez storage will get down to approximately 20,000 acre-feet by early 2019, depending the early winter rainfall amounts. If storage does fall below 20,000 acre-feet it may again trigger the Low Reservoir Response Plan.

In addition, I attended the September 20, 2018 Zone 3 Advisory Committee meeting at the Grover Beach City Council Chambers. The Agenda packet for the meeting is also provided as an attachment to this report. County Finance staff provided an FY 2017/18 4th quarter budget status report and also requested input from the Committee regarding the Use of District Funded Designated Reserves. After considerable deliberation the Committee voted to implement Option #2 and use the use the reserves to fully off-set the \$135,000 final fiscal year bill.

Special District Risk Management Authority (SDRMA) Acknowledgment Awards

Staff is pleased to report that the District has once again received Acknowledgement Awards in recognition of no paid claims during the prior five consecutive years in the Property/Liability Program and the Workers Compensation Program. Copies of the Awards are included in this report.

LED Retrofit of District Street Lights

Pacific Gas and Electric staff recently contacted me regarding the District's interest in retrofitting the "Cobra Head" street lights and the decorative Carriage lights to LED fixtures. Some Board members may recall that PG&E offered to retrofit the Cobra Head lights to LED a couple years ago, but the Board declined to move forward with the offer. Now PG&E is once again offering to retrofit the Cobra Head lights and the decorative carriage lights. The District is responsible for paying for the operation and maintenance of the lights and the LED retrofit will save electricity and maintenance costs. We have 18 decorative lights and 21 Cobra Head lights that are eligible for the retrofit program. With the Board's concurrence staff will continue to work on the details and costs of the retrofit program and bring this item back to the Board at the November Board meeting.

Diablo Canyon Power Plant Decommissioning Process

Staff recently received an email from Mr. Eric Daniels, our Public Policy and External Affairs Department representative from PG&E. In their efforts to support the plant closure Engagement Panel lands tour program, Mr. Daniels has offer to host a tour of the property for interested Board members. The goal of the tour is to stimulate thinking about repurposing opportunities for the property. Interested Board members are requested to let Kristi or I know and we will attempt to set-up a tour date or dates with Mr. Daniels.

Fiscal Year 2017/18 Financial Audit Report

Staff is continuing to work with Mr. Andy Beck from Fedak and Brown to complete the FY 2017/18 Financial Audit report. Mr. Beck advises me that he is finishing up his finding and recommendation and the audit will be presented to the Board at the November 14, Board meeting.

Collaboration with Cal Poly Senior Design Class

Dr. Tryg Lundquist and Dr. Rebekah Oulton from the Cal Poly Civil and Environmental Engineering Department approached me several weeks and requested if the District would allow the Civil and Environmental Engineering Department to use the Avila Beach Wastewater Treatment Plant as a part of their Senior Design Class Project. I discussed the Design Project concepts with Dr. Lundquist and agreed that the class could use the District WWTP as a part of their design project academic exercise. Mike Nunley from MKN Engineering is also providing assistance for the Design Class project. The purpose of the Design Class is to provide the students (who will be working in teams) with some “real world” issues and problems. The Senior Design class is a two quarter class. The first quarter will be heavy in the planning, feasibility and preliminary design. The second quarter will be more focused hardware design and cost estimates. I participated in the Class “Kick-off” meeting and will also help with judging the projects at the end of the quarter.



**ZONE 3
TECHNICAL ADVISORY COMMITTEE**

Wednesday September 12, 2018

9:00 - 11:00 AM

ARROYO GRANDE CITY HALL

300 BRANCH STREET

2nd FLOOR CONFERENCE ROOM

TODAY IS NATIONAL
CHOCOLATE MILKSHAKE DAY!!!!

Agenda

| | |
|--|--------------------------------|
| 1. Announcements | All |
| 2. General Operations and Water Report <ul style="list-style-type: none">• Monthly Operations Report• Lopez Dam Storage Projections• Potential Energy Savings | Jill |
| 3. Quagga Mussel Presentation – (10 min.) | Danielle Ruedas WQL |
| 4. Strategy for Use of District Designated Reserves | All |
| 5. LRRP Revisions – Update <ul style="list-style-type: none">• Process• CEQA | Jill |
| 6. Contract Change - Processing Agreement <ul style="list-style-type: none">• Update on Progress | Jill |
| 7. Agenda items next month? | All |

Attachments:

- A. Summary Notes August – Previously sent out via e-mail
- B. Lopez Monthly Operations Report - August
- C. Lopez Reservoir Storage Projection Chart

Next Meeting Date October 10, 2018

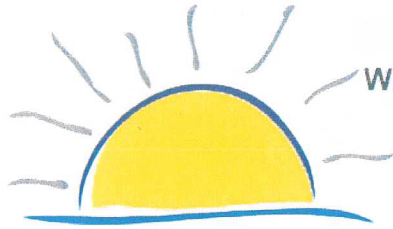
ZONE 3

TECHNICAL ADVISORY COMMITTEE

WEDNESDAY August 8, 2018 (9:00-11:00 AM)

SUMMARY NOTES - DRAFT

ARROYO GRANDE CITY HALL



Attendees: Shane Taylor (Arroyo Grande), Ben Fine (Pismo), Greg Ray (Grover Beach), Jim Garing, Brad Hagemann (ABCSD), Vard Ikeda, John Wallace, Dan Migliazzo (SMMWC), Jill Ogren (PW Dept), David Spiegel (PW Dept), Jenny Williamson (PW Dept),

1. Announcements –

- Jill Ogren distributed and discussed the draft San Luis Obispo County IRWM Region Full Project List. It was noted that future submittals for projects that benefit all of Zone 3 should get consensus by the TAC and AC and be submitted with Zone 3 as the project sponsor not individual agencies. Jill will send comments and corrections to the draft list to IRWM unit of Water Resources at Public Works.

2. General Operations and Water Supply Report

- Lake Elev. = 486.22 ft, Storage = 22,849 AF @ 46% capacity; Downstream releases are at 4.2 MGD (instantaneous reading); WTP at 5.3 MGD; SWP at 0.680 MGD. Rainfall to date 0 inches.
- Jill discussed a car accident on Lopez Drive and Huasna Road that had affected telephone communications at Lopez. Communications had been reestablished and follow-up testing with AT&T is being conducted. Emergency dial out communications was back online not long after the accident occurred.
- Jill discussed the Lopez Dam Storage Projections chart and noted that no surplus water has been used by any Zone 3 Agency. Discussed the increased downstream release flow and noted flows were too high at 22nd Street. Adjustments were made to decrease flows from 4.7 to 4.3 MGD.
- Question arose concerning why the projected storage line was higher than actual storage. Jill stated that the usage by agencies for the projection line is based on a historical average. Last month agencies used more than that so the actual storage is less.

3. Taste and Odor Issues –

- David Spiegel discussed results of initial discussions concerning taste and odor reports. Options were presented to TAC on how best to treat the Lopez Terminal Reservoir and estimated costs for each possible option. A packet was distributed to TAC listing six options available, and an email concerning prices of purchase vs rental of aerators and photos.
- Jill discussed the possibility of changing the chemical permit requirement for algae treatment at the Terminal Reservoir. Lopez is currently limited in quantity of chemicals to be used for treatment due to the concern of a possible spill.

4. Capital Improvement Projects –

- David Spiegel distributed a Current Projects Update and an 18-19 work plan (see attached).
- Work Plan was distributed to TAC for review and discussion took place concerning budgeted projects for FY18-19 as well as some unbudgeted projects.

5. Contract Changes Processing Agreement –

- Jill Ogren provided an update on the progress made on the proposed contract changes. At this time there was consensus by TAC to move forward with an MOA between the agencies agreeing to make changes to or address various items with in the contract. Jill will work on preparing a draft for review.

6. Agenda Items Next month –

Next meeting September 12, 2018

Summary Notes Prepared by Jenny Williamson



August 8, 2018

Taste and Odor Investigation

Purpose and Background

The Lopez Water treatment Plant experiences seasonal algae blooms that contribute to taste and odor complaints by the public and the associated city agencies. Currently the District treats the Terminal Reservoir with Copper Sulfate and PAK27 to control algae and doses the plant influent with Powder Activated Carbon (PAC) to treat for taste and odor.

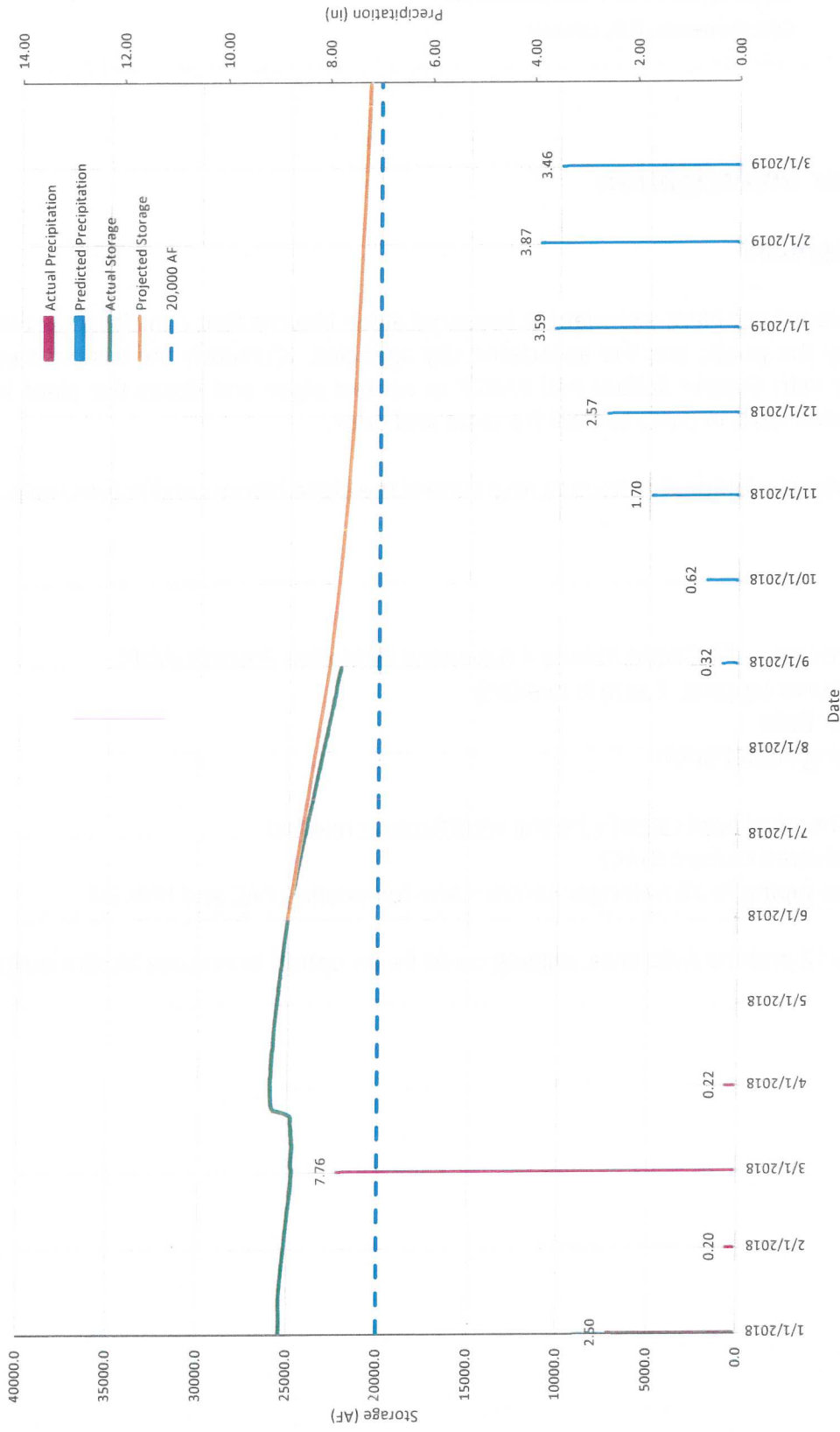
The District is looking at additional options to help control the algae blooms and in turn reduce taste and odor issues.

Options

1. New Unit Process – UV, Ozone, Ozone + Advanced Oxidation Process (AOP)
2. Shade Structures (approx. 1 acre is needed)
 - a. Armor Balls
 - b. Floating Solar Panels
3. Aeration
4. Additional Chemical Application – Permit modification needed
5. Granular Activated Carbon (GAC)
6. Modify Intake piping to allow longer contact time for existing PAC and KMnO₄

Specifically, for CSA-12 and the Avila area, pigging could be an option to remove biofilm buildup.

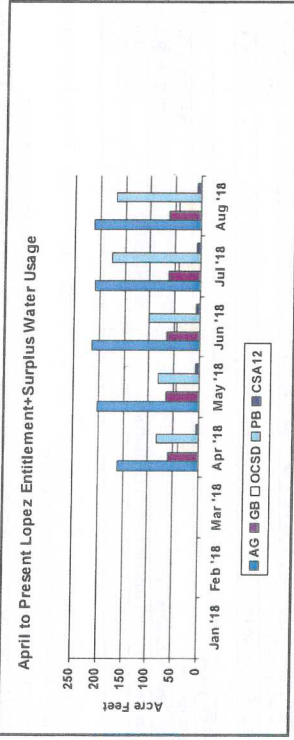
LOPEZ RESERVOIR STORAGE PROJECTION



Note:
 1. Storage projection is based on predicted rainfall from longrangeweather.com, historic inflow based on predicted rainfall, 18-19 downstream release requests, and municipal usage.
 2. Municipal Usage is based on 2010-2017 average monthly deliveries.

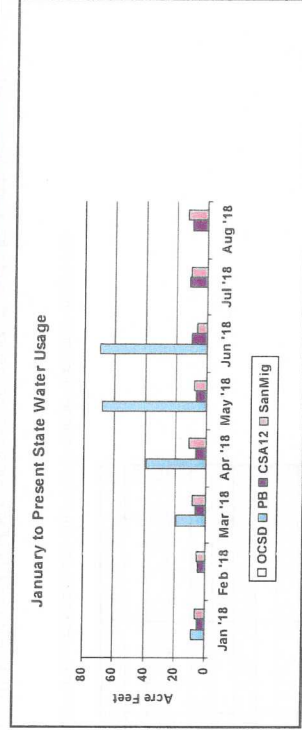
San Luis Obispo County Flood Control and Water District Zone 3 - Lopez Project - Monthly Operations Report August, 2018

| Contractor | Lopez Water Deliveries | | | | | | | | | | State Water Deliveries | | | | | | | | |
|---------------|------------------------|----------------|----------------|-------------------|--------------|---------------|-------------|----------------|--------------|----------------|------------------------|---------------------|----------------|-------------------|--------------------|---------------------|----------------|-----------------------------------|---------------|
| | This Month | | | April to Present | | | This Month | | | | January to Present | | This Month | | January to Present | | | | |
| | Entl. | Surplus | Total | Entitlement Usage | % | Surplus Usage | % | Total Usage | % | Annual Request | Usage | % of Annual Request | SWP Deliveries | Change in Storage | Usage | % of Annual Request | SWP Deliveries | Total Water Deliveries This Month | |
| Arroyo Grande | 2290 | 564.00 | 2854.00 | 211.02 | 9.2% | 0.00 | 0.0% | 996.33 | 43.5% | 0.00 | 0.0% | 0 | 0.00 | 0.00 | 0.0% | 0 | 0.0% | 211.02 | |
| Oceano CSD | 303 | 75.00 | 378.00 | 43.82 | 14.5% | 0.00 | 0.0% | 218.56 | 72.1% | 0.00 | 0.0% | 205 | 0.00 | 205.00 | 100.0% | 205.00 | 100.0% | 43.82 | |
| Grover Beach | 800 | 197.00 | 997.00 | 62.39 | 7.8% | 0.00 | 0.0% | 313.64 | 39.2% | 0.00 | 0.0% | 83.96 | 9.49 | 58.38 | 69.5% | 69.18 | 85.5% | 62.39 | |
| Pismo Beach | 892 | 220.00 | 1112.00 | 167.32 | 18.8% | 0.00 | 0.0% | 609.24 | 68.3% | 0.00 | 0.0% | 120 | 12.66 | 120.00 | 10.6% | 120.00 | 13.5% | 167.32 | |
| CSA 12 | 245 | 60.00 | 305.00 | 7.37 | 3.0% | 0.00 | 0.0% | 34.44 | 14.1% | 0.00 | 0.0% | 408.96 | 22.15 | 332.56 | 5.4% | 332.56 | 13.5% | 16.86 | |
| San Miguelito | | | | | | | | | | | | | | | | | | | |
| Total | 4530 | 1116.00 | 5646.00 | 491.92 | 10.9% | 0.00 | 0.0% | 2172.21 | 48.0% | 0.00 | 0.0% | 408.96 | 22.15 | 332.56 | 5.4% | 332.56 | 81.3% | 375.00 | 514.07 |



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

| Lopez Dam Operations | This Month | Year to Date |
|--|------------|--------------|
| Lake Elevation (full at 522.37 feet) | 484.84 | -37.53 |
| Storage (full at 49200 acre feet) | 22114 | 44.9% |
| Rainfall | 0 | 0.00 |
| Downstream Release (4200 acre feet/year) | 391.28 | 1777.81 |
| Spillage (acre feet) | 0 | 0.00 |



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

Comments: Surplus water shown is as designated per BOS May 15, 2018 Declaration of Surplus Water
 1) Oceano supplied State Water to Canyon Crest via Arroyo Grande's Edna turn out. A total of 2.52 AF delivered to Canyon Crest was added to Oceano's State Water usage this month and 2.52 AF was subtracted from Arroyo Grande's usage this month.

Zone 3
FY 18-19 Work Plan

| Priority List | Description | Internal Orders | Budget | Lead | Support | Assigned to | Notes |
|---------------|--|-----------------|----------------|------|---------|-------------|-------|
| | Equipment Audit Project | 552R235691 | \$40,000.00 | | | | 1 |
| | Spill Prevention Valves (#5 and #11) | New I/O | \$40,000.00 | | | | 2 |
| | Repair Fault Zone at Left Abutment | 552R235652 | \$180,000.00 | | | | 3 |
| | Repair Domestic and Fireflow Tanks | 552R235653 | \$48,114.00 | | | | 4 |
| | Safety Upgrades (DAF) | 552R235654 | \$30,000.00 | | | | 5 |
| | Cathodic Protection Survey | 552R235616 | \$154,172.00 | | | | 6 |
| | Membrane Feed Pumps (Rebuild 1 each year for 3 years) | 552R235655 | \$44,064.00 | | | | 7 |
| | Equipment Storage Garage Design Project | 552R235648 | \$89,849.00 | | | | 8 |
| | Ammonia Analyzer | WBS 300569 | \$36,906.00 | | | | 9 |
| | Power Monitoring Project | WBS300540 | \$30,000.00 | | | | 10 |
| | Improved Boat Access at Terminal Reservoir | WBS 300568 | \$50,000.00 | | | | 11 |
| | Existing Bypass Pipeline Condition Assessment | 552R235727 | \$20,000.00 | | | | 12 |
| | Water Treatment Alternatives Study (Ozone, Algae Control, Etc) | New I/O | \$35,000.00 | | | | 13 |
| | Electrical Service - TEGG | | \$16,490.00 | | | | 16 |
| | Ouagga Mussel Response Plan | | \$25,000.00 | | | | 17 |
| | Unbudgeted Projects | | | | | | |
| | Septic System Repair | | (\$6,800+) TBD | | | | 14 |
| | Terminal Dam Geotechnical Report | | \$5000-\$15000 | | | | 15 |
| | Lopez Spillway Investigation/Inspection - GEI Consultants | 552R235712 | \$93,573.00 | | | | 18 |

Notes

- 1 Completion of plant system audit to determine scope of replacement/upgrades and costs. The estimate is based upon prior years expenses and the FY16/17 budget allocation of \$25,000.
- 2 Replace two (2) 6" spill prevention valves at LWTP.
- 3 Landslide is present and additional investigation is needed to assess priority and associated costs.
- 4 Funds requested to begin implementing repairs to Domestic and Fireflow tanks identified per Tank inspection report Nov. 2016 by ATI.19/20 funding request is in anticipation of results from work done in 17/18
- 5 Safety upgrades as described in "Fall Hazard Survey" Nov 2016. DAF building safety upgrades 17/18 and Membrane Building safety upgrades 18/19.
- 6 ~\$45k was re-allocated to the vac trailer project to make up for
- 7 Rebuild 3 pumps. 1 per yr beginning 17/18; MW Pumps quote \$26,200 each to rebuild. Rounded up to include staff time and add'l equipment (crane install/removal, etc.)
- 8 On hold until further geologic investigation of the terminal dam is concluded.
- 9 Install new ammonia analyzer.
- 10 Transfer of IQ Analyzer at the LWTP to the SCADA system to evaluate the power quality and system health. Estimate from preliminary costs from consultant.
- 11 Design and initial environmental studies and permitting planned for FY 2018/19. Unspent funds will roll forward for construction.
- 12 TAC requested additional evaluation of the existing bypass pipeline. In process of determining feasibility of pressure testing existing pipeline. If cost is greater than \$20K return to TAC for further discussion.
- 13 Investigation of taste, odor, and algae control method and unit processes such as Ozone, UV, or terminal reservoir treatments (ie, armor balls, floating solar, aeration).
- 14 The leach field at the LWTP has reached its useful life and needs to be remediated. An initial \$6,800 will be needed to assess the proposed leach field location.
- 15 The results of the terminal dam geologic investigation concludes likely liquifiable material and further geologic sampling is required to assess remediation efforts.
- 16 2nd year of Electrical Service - TEGG
- 17 Creation of a Quegga Mussel Response Plan.
- 18 DSOD required non-destructive spillway assessment.



ZONE 3 ADVISORY COMMITTEE

San Luis Obispo County Flood Control and Water Conservation District

AGENDA

Thursday, September 20, 2018 6:30 P.M.

City of Grover Beach Council Chambers

154 S. Eighth Street, Grover Beach, California 93433

- I. CALL TO ORDER AND ROLL CALL
- II. PUBLIC COMMENT
This is an opportunity for members of the public to address the Committee on items that are not on the Agenda
- III. APPROVAL OF MEETING MINUTES OF JULY 19, 2018
- IV. OPERATIONS REPORT
 - A. Water Plant Operations, Reservoir Storage, Downstream Releases
 - B. Projected Reservoir Levels
 - C. July & August Monthly Operations Report
- V. INFORMATION ITEMS
 - A. Climate Update
 - B. Lopez Spillway Assessment Update
 - C. Low Reservoir Response Plan Revisions Update
 - D. 4th Quarter Budget Status
 - E. Cloud Seeding Update
- VI. CAPITAL PROJECTS UPDATE
 - A. Bi-Monthly Update
- VII. ACTION ITEMS (No Subsequent Board of Supervisors Action Required)
 - A. Strategy for Use of District Designated Reserves
- VIII. ACTION ITEMS (Board of Supervisors Action is Subsequently Required)
- IX. FUTURE AGENDA ITEMS
 - A. Lopez Lake Safe Yield
 - B. Cloud Seeding
 - C. Revisions to the Low Reservoir Response Plan (LRRP)
- X. COMMITTEE MEMBER COMMENTS

Next Regular Meeting is Tentatively Scheduled for
Thursday, November 15, 2018 at 6:30 PM at City of Arroyo Grande Council Chambers
Agendas accessible online at SLOCountyWater.org

**SAN LUIS OBISPO COUNTY FLOOD CONTROL
AND WATER CONSERVATION DISTRICT
ZONE 3 ADVISORY COMMITTEE
DRAFT MEETING MINUTES
THURSDAY JULY 19, 2018**

- I. Call to Order and Roll Call** -- The Zone 3 Advisory Committee Meeting was called to order at 6:30 PM at the Oceano Community Services District by Committee Chair and Agriculture Representative, Brian Talley.

County Public Works Utilities Division Hydraulic Engineer, Jill Ogren, called roll. Members in attendance were:

- John King, ^{CSA 12} ~~Avila Beach Community Services District~~ ^(BH)
- Brian Talley, Chair and Agriculture Representative
- Jim Hill, City of Arroyo Grande
- Jeff Lee, City of Grover Beach
- Marcia Guthrie, City of Pismo Beach

- II. Public Comment** -- No public comment given.

- III. Officer Rotations** -- Committee Chair rotated from agriculture member to at large member; Committee Vice-Chair rotated from at large member to City of Arroyo Grande representative.

- IV. Approval of Meeting Minutes of May 27, 2018** -- Member Talley motioned approval; Member Lee second. Member Hill abstained due to his absence from the May 27 meeting. Roll call was made, quorum was met, motion passed.

V. Operations Report

A. Water Plant Operations, Reservoir Storage, Downstream Releases -- Ms. Ogren indicated: Lopez Lake elevation was 487.41 feet; storage was 23,499 acre-feet (AF), which is 47.6% capacity; rainfall to date, since July 1, 2018, was 0 inches; plant production was 5.5 million gallons per day (MGD); downstream release was 4.3 cubic feet per second; and State Water was 0.7 MGD.

No public comment was given.

B. Projected Reservoir Levels -- Ms. Ogren indicated the data presented came from LongRangeWeather.com. According to the projections, the reservoir levels could be down to 20,000 acre-feet by late summer 2019--low enough to re-enter into the Low Reservoir Response Plan.

No public comment was given.

- VI. May & June Monthly Operations Report** -- Ms. Ogren indicated the total water deliveries for the month of May was 483.4 AF. The total water deliveries for the month of June was 514.81 AF. According to Ms. Ogren, Flood Control Zone 3 Agencies are using "Entitlement" water, which is used first. "Surplus" water is used second. As the year progresses, if an agency has used its "Entitlement" water, it will then begin using its "Surplus" water.

VII. Information Items

A. Climate Update -- Ms. Ogren indicated that according to the United States Drought Monitor, the state is experiencing more abnormally dry, moderate drought and severe drought conditions in July 2018 versus July 2017. According to National Oceanic and Atmospheric Administration, the temperature forecast indicated July was warming up with no rainfall forecasted for July.

No public comment was given.

B. Lopez Spillway Assessment Update -- Ms. Ogren gave an update of the Department of Water Resources (DWRs') Division Safety of Dams' (DSODs') required assessment of the Lopez Spillway. Ms. Ogren indicated this requirement is in response to the Oroville Dam failure.

According to Ms. Ogren, County Staff reviewed bids in response to a Request for Proposal and chose GEI Consultants, who is currently performing a desktop assessment. Ms. Ogren indicated GEI will perform a physical inspection of the Lopez Dam Spillway in August. The estimated completion date of the final assessment report is December 2018 and will provide any necessary recommendations.

Ms. Ogren indicated Staff has been corresponding with the DSOD who is aware of the Lopez Spillway assessment status.

VII. Capital Projects Update

A. Bi-Monthly Update -- Ms. Ogren presented a brief update of the Capital Projects listed below.

Lopez Spillway Assessment -- Due to be completed February 2019

Lopez Dam & Terminal Dam Hazard Classification -- The draft inundation maps for both dams were submitted to the DSOD for approval. Completed Emergency Action Plans will be submitted once the inundation maps are approved.

Fault Zone Assessment Left Abutment -- Erosion at the left abutment occurred and was assessed. Results showed insignificant erosion to dam; however, erosion will be addressed.

Equipment Storage at Lopez Water Treatment Plant -- Project is moving along, however has become a lower priority.

Lopez Water Treatment Plant Safety Upgrades -- Upgrades are ongoing and in response to a 2016 safety assessment at the Plant.

Domestic and Fire Flow Tanks Repair at Lopez Water Treatment Plant -- Options are being explored to replace fire tanks.

Ammonia Analyzer -- One aging ammonia analyzer (equipment) was replaced, and another will be replaced as part of regular maintenance and repairs of aging equipment.

Rebuild Membrane Feed Pumps -- One pump per year is being replaced as part of regular maintenance and repairs of aging equipment.

Ms. Ogren reviewed upcoming projects listed below.

Cathodic Protection Survey -- May or may not result in future work to be completed

Geotechnical Investigation of the Terminal Dam -- An assessment of the Terminal Dam was conducted, and it was determined more geotechnical information was needed. GEI Consultants, the same consultant conducting the Lopez Spillway Assessment will utilize data to determine the stability of the Terminal Reservoir.

No public comment was given.

VIII. Action Items (No Subsequent Board of Supervisors Action Required) --
None discussed

IX. Action Items (Board of Supervisors Action is Subsequently Required)

A. Cloud Seeding Update -- Ms. Ogren indicated a cloud seeding item was scheduled to be taken to the County Board of Supervisors on June 23, 2018; however, due to unanswered questions, the item was pulled and will be revisited and brought back to the Zone 3 Advisory Committee in September 2018.

X. Future Agenda Items

A. Lopez Lake Safe Yield -- "Safe Yield" is the amount of water that can be safely used each year without the Lopez Reservoir going below the minimum pool. By utilizing rainfall and hydrology history since 1969, modeling is currently being configured and will demonstrate what the Reservoir will look like if all water entitlements were distributed to participating agencies. Committee will receive update following model completion.

B. Cloud Seeding

C. Strategy of District Funded Reserves

D. Revisions of Low Reservoir Response Plan

XI. Committee Member Comments -- It was discussed that Oceano Community Services District will recommend new primary and alternate members to the Advisory Committee. County Staff will take the recommendations to the Board of Supervisors for appointment.

A brief discussion occurred regarding whether or not the Terminal Reservoir is needed. Ms. Ogren indicated she will bring the topic up with the Zone 3 Technical Advisory Committee.

Meeting Adjourned at 7:09 PM

Respectfully Submitted,

Andrea M Montes
County of San Luis Obispo Public Works Department



September 20, 2018

MEMORANDUM

TO: Flood Control Zone 3 Advisory Committee
FROM: Kristi Smith, Accountant
SUBJECT: Flood Control Zone 3, Fourth Quarter Budget Status, Fiscal Year 2017-18

Recommendation

The item to be received and filed.

Summary

Attached please find the fourth quarter budget versus actual results for the fiscal year 2017-18. The \$5.5 million dollar budget is broken into three categories: Routine O&M expenses, Non-Routine O&M expenses, and Capital Outlay expenses. At the end of the fiscal year, expenses totaled 84% of the annual budget. Of the remaining \$895,000, over \$700,000 will be carried into FY 2018-19 to continue Non-Routine efforts and complete Capital projects.

| Total Budget | Expenses through Q4 | Balance Available | % of Budget Expended |
|--------------|---------------------|-------------------|----------------------|
| 5,586,112 | 4,690,769 | 895,343 | 84% |

Routine O&M annual budget is approximately \$3.8 million dollars. At the end of the fiscal year, expenses were 106% of the annual budget, which results in a deficit of \$241,000.

| Total Budget | Expenses through Q4 | Balance Available | % of Budget Expended |
|--------------|---------------------|-------------------|----------------------|
| 3,790,051 | 4,031,053 | (241,002) | 106% |

During the year, the Water Treatment Plant staff were relieved of wastewater duties, enabling them to spend more time on plant maintenance. This increase in labor, along with other unbudgeted efforts, such as the repair of the standby generator, contributed to the deficit mentioned above.

Non Routine O&M annual budget is approximately \$598,000 dollars. At the end of the fiscal year, expenses were 40% of the annual budget. The remaining budget is comprised of approximately \$454,000 that will be carried into FY 2018-19 for continued work, and a deficit of roughly \$97,000.

| Total Budget | Expenses through Q4 | Balance Available | % of Budget Expended |
|-------------------------|---------------------|-------------------|----------------------|
| 598,656 | 241,929 | 356,727 | 40% |
| Estimated Carryforward: | | (454,189) | |
| Estimated Deficit: | | (97,462) | |

The budgets for the Lopez Water Rights/Habitat Conservation Plan (HCP) and Piggings comprise the majority of the carryforward amount. There were several unbudgeted efforts, such as the Network Upgrade, the Spillway Assessment, and the Arc Flash Hazard Assessment that contributed to the deficit in this category.

Capital Outlay annual budget is approximately \$1.2 million dollars. At the end of the fiscal year, expenses were 35% of the annual budget, which results in approximately \$780,000 of savings, some of which will carry into FY 2018-19 to continue the projects through completion.

| Total Budget | Expenses through Q4 | Balance Available | % of Budget Expended |
|-------------------------|---------------------|-------------------|----------------------|
| 1,197,405 | 417,786 | 779,619 | 35% |
| Estimated Carryforward: | | (263,484) | |
| Remaining budget: | | 516,135 | |

The majority of the balance available in this category is due to the pH Suppression & Scaling Control project, which has been completed.

Other Agency Involvement/Impact

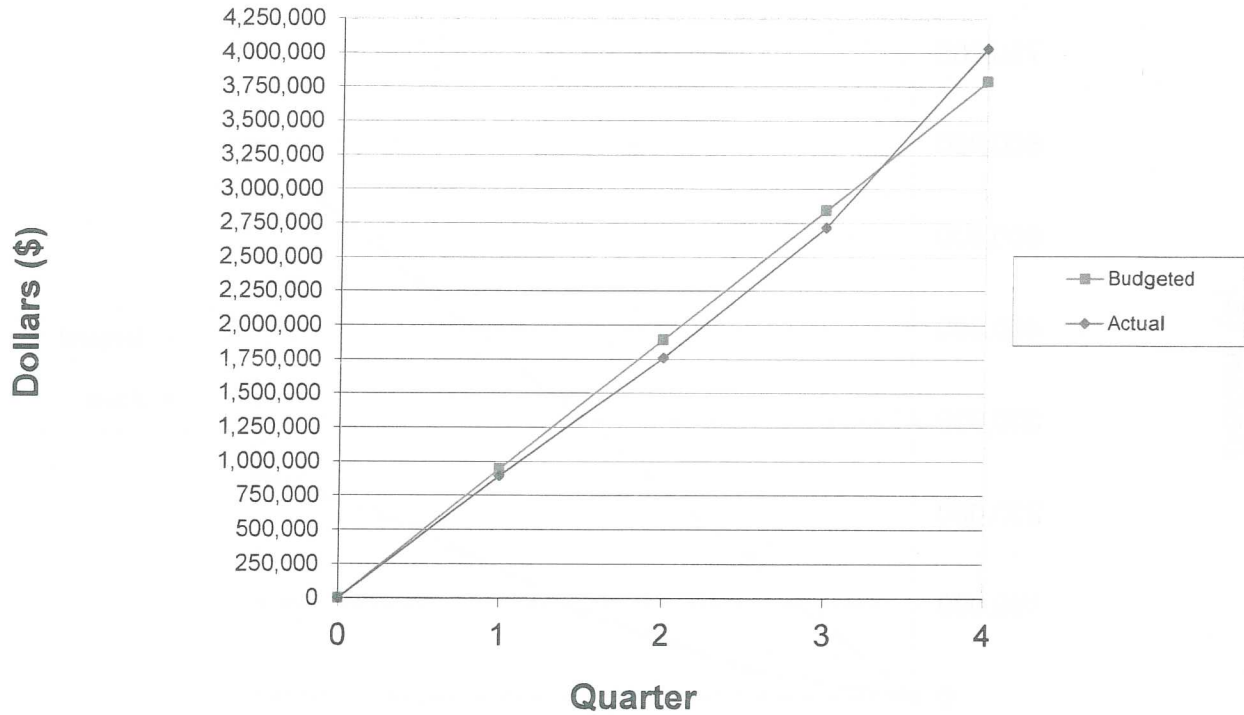
The agencies involved are: City of Arroyo Grande, City of Grover Beach, City of Pismo Beach, Oceano Community Services District, and County Service Area 12. Subcontractors of CSA 12 include Port San Luis Harbor District and Avila Beach Community Services District.

Financial Consideration

All agencies are current on their payments. The estimated billings for FY 2017-18 total \$322,628, which will be allocated to the agencies and mailed along with the 2nd installment of the FY 2018-19 billings that are due January 1, 2019.

Zone 3 Budget Status
4th Quarter FY17/18

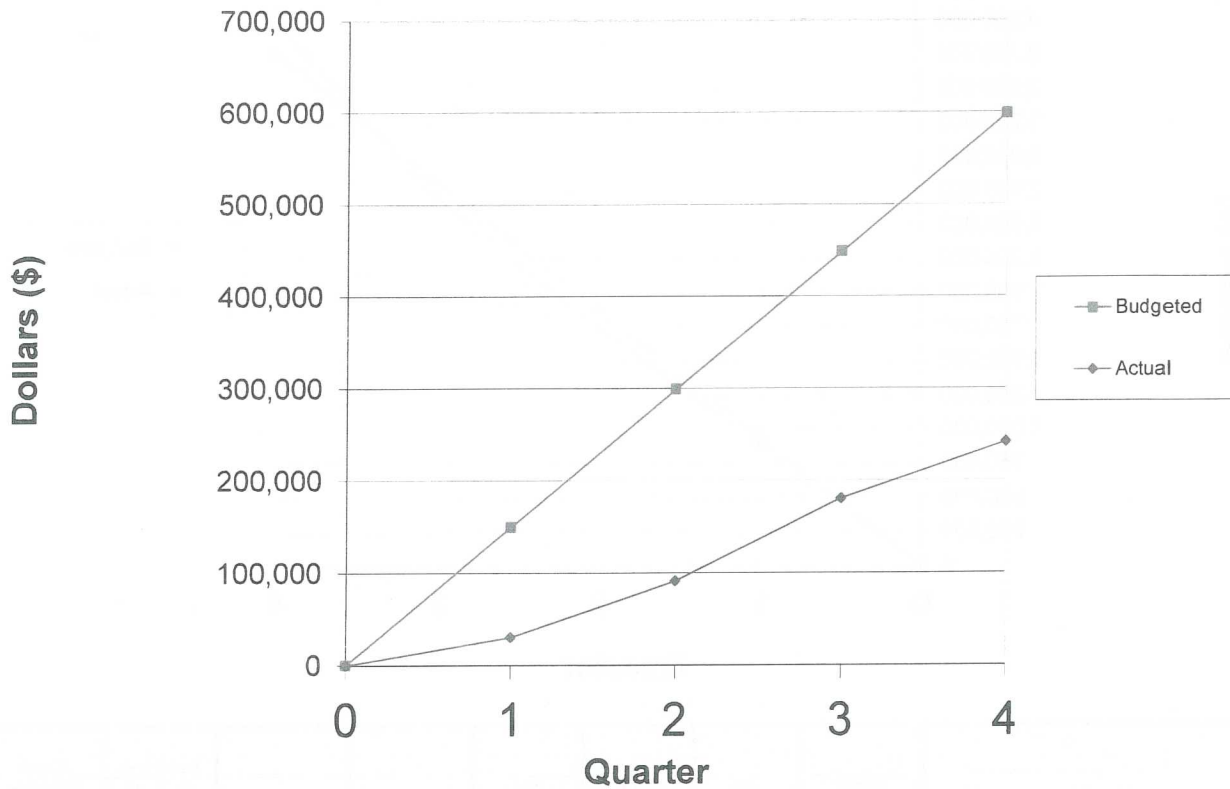
Routine Operation and Maintenance



| O&M Routine Category | Total Budget | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Total | Total Exp as % of Budget | Total Balance Avail |
|---|--------------|-------------|-------------|-------------|-------------|-----------|--------------------------|---------------------|
| Labor Hours | 23,704 | 6,068 | 5,304 | 5,995 | 5,903 | 23,270 | 98% | |
| Chemicals - Water Treatment Plant | 310,770 | 115,338 | 110,530 | 120,170 | 146,555 | 492,592 | 159% | (181,822) |
| Water Quality Testing - Treatment Plant | 59,930 | 16,204 | 12,774 | 20,780 | 14,144 | 63,902 | 107% | (3,972) |
| Utilities - Water Treatment Plant | 187,432 | 69,156 | 70,632 | 55,960 | 67,751 | 263,499 | 141% | (76,067) |
| All Other Costs - Water Treatment Plant | 1,930,735 | 475,236 | 447,487 | 508,219 | 632,334 | 2,063,277 | 107% | (132,542) |
| Terminal | 129,597 | 31,433 | 15,162 | 20,266 | 62,921 | 129,783 | 100% | (186) |
| Main Dam | 251,808 | 60,829 | 39,329 | 32,716 | 103,151 | 236,025 | 94% | 15,783 |
| Other | 919,779 | 127,392 | 169,446 | 197,232 | 287,906 | 781,975 | 85% | 137,804 |
| Expenses | | 895,589 | 865,360 | 955,342 | 1,314,762 | 4,031,053 | 106% | (241,002) |
| Budget | 3,790,051 | 947,512 | 947,512 | 947,512 | 947,512 | 3,790,051 | | |
| Variance (over)/under | | 51,924 | 82,153 | (7,829) | (367,251) | (241,003) | | |
| % Variance | | 5% | 9% | -1% | -39% | | | |

Zone 3 Budget Status
4th Quarter FY17/18

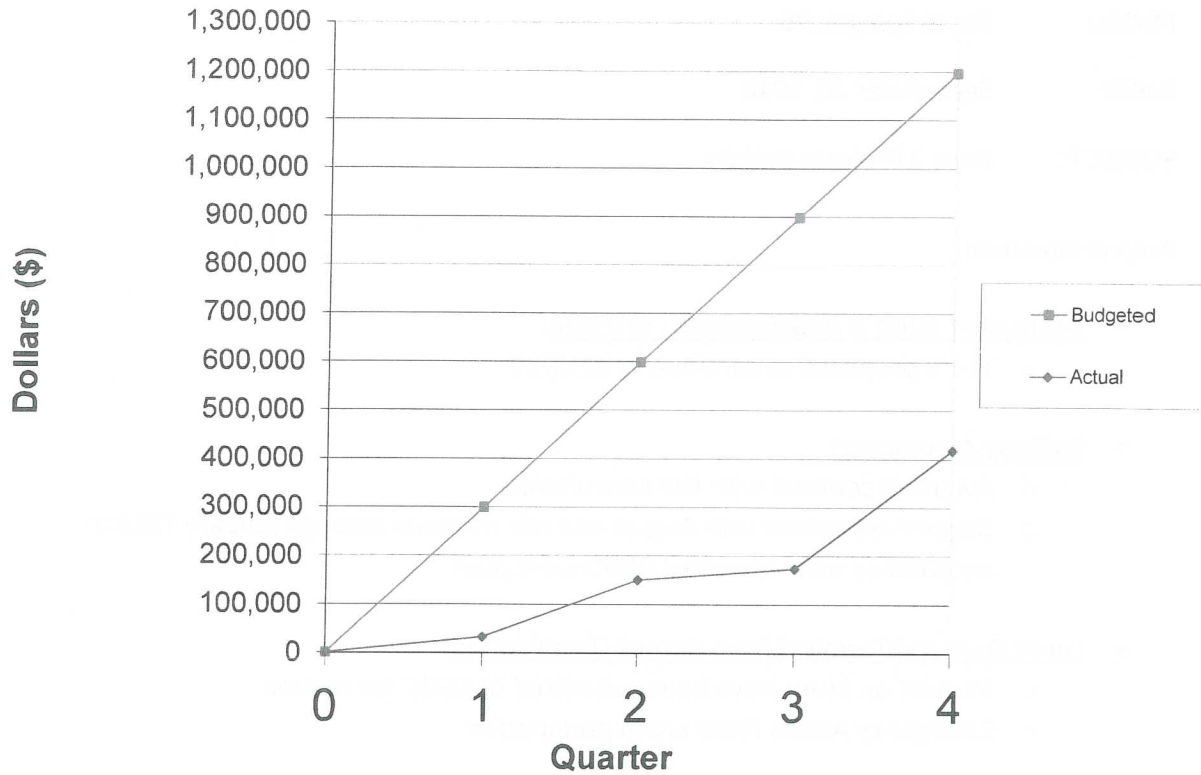
Non-Routine Operation and Maintenance



| O&M Non Routine Category | Total Budget | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Total | Total Exp as % of Budget | Total Balance Avail |
|--|----------------|------------------------|-----------------------|-----------------------|-----------------------|----------------|--------------------------|---------------------|
| Lopez Water Rights IHCP | 292,743 | 1,742 | 9,910 | 5,058 | 13,840 | 30,550 | 10% | 262,193 |
| Pigging-Unit B | 117,195 | - | - | - | - | - | 0% | 117,195 |
| Lopez Dam Environmental Monitoring | 7,191 | 1,860 | 1,706 | 4,953 | 3,160 | 11,679 | 162% | (4,488) |
| Contribution to ISF for Shared New Equip | 39,348 | - | - | - | 13,231 | 13,231 | 34% | 26,117 |
| Equipment Audit/Replacement Plan | 15,000 | - | - | - | - | - | 0% | 15,000 |
| Rodriguez Bridge Environmntl Monitoring | 9,920 | 2,857 | 2,187 | 3,471 | 1,245 | 9,760 | 98% | 160 |
| Santa Maria Groundwater Basin Modeling | 117,259 | - | - | - | 16,230 | 16,230 | 14% | 101,029 |
| Other | - | 24,061 | 47,077 | 75,645 | 13,697 | 160,480 | 0% | (160,480) |
| Expenses | | 30,520 | 60,880 | 89,127 | 61,403 | 241,929 | 40% | 356,727 |
| Budget | 598,656 | 149,664 | 149,664 | 149,664 | 149,664 | 598,656 | | |
| Variance (over)/under % Variance | | 119,144 80% | 88,784 59% | 60,537 40% | 88,261 59% | 356,727 | | |

Zone 3 Budget Status
4th Quarter FY17/18

Capital Outlay



| Capital Outlay Projects | Total Budget | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter | Total | Total Exp as % of Budget | Total Balance Avail |
|--|------------------|----------------|----------------|----------------|----------------|------------------|--------------------------|---------------------|
| WTP 6th Membrane Filtration Module Addit | 19,437 | 4,923 | 5,487 | 319 | 745 | 11,474 | 59% | 7,963 |
| WTP Resurface Parking Lot | 24,728 | 1,523 | 19,046 | 103 | - | 20,672 | 84% | 4,056 |
| Ammonia Analyzer Equip Repl | 30,000 | - | - | 22,053 | 1,339 | 23,391 | 78% | 6,609 |
| pH Suppression & Scaling Control | 503,220 | (12,915) | - | - | - | (12,915) | -3% | 516,135 |
| Cathodic Protection Maint | 109,172 | - | - | - | - | - | 0% | 109,172 |
| Dam Intake Fac & Op Assessment | 20,899 | - | - | - | - | - | 0% | 20,899 |
| Structural Assessment Term Resv Dam | 50,000 | 1,390 | 3,013 | - | 54,342 | 58,744 | 117% | (8,744) |
| Equip Storage Building | 25,000 | 151 | - | - | - | 151 | 1% | 24,849 |
| Pressure Transducers | 35,000 | - | - | 979 | 32,771 | 33,750 | 96% | 1,250 |
| Geologic Assmt Fault Zone Left Abutment | 50,000 | 893 | 3,872 | 56 | 32,488 | 37,309 | 75% | 12,691 |
| Domestic & Fireflow Tank Assessment | 50,000 | 397 | 1,489 | - | - | 1,886 | 4% | 48,114 |
| Safety Upgrades to WTP | 15,000 | - | - | - | - | - | 0% | 15,000 |
| Replace Membrane Feed Pumps | 35,000 | - | - | - | 25,936 | 25,936 | 74% | 9,064 |
| PLC Replacement & Programming | 69,763 | 3,959 | 85,136 | - | - | 89,095 | 128% | (19,332) |
| Replace Membrane Strainers | 10,186 | 31,950 | - | - | 2,122 | 34,072 | 335% | (23,886) |
| Vac Trailer | 95,000 | - | - | - | 94,220 | 94,220 | 99% | 780 |
| Various Equipment Replacement | 55,000 | - | - | - | - | - | 0% | 55,000 |
| Expenses | | 32,271 | 118,043 | 23,510 | 243,963 | 417,786 | 35% | 779,619 |
| Budget | 1,197,405 | 299,351 | 299,351 | 299,351 | 299,351 | 1,197,405 | | |
| Variance (over)/under | | 267,080 | 181,309 | 275,842 | 55,388 | 779,619 | | |
| % Variance | | 89% | 61% | 92% | 19% | | | |



ZONE 3 ADVISORY COMMITTEE

San Luis Obispo County Flood Control and Water Conservation District

TO: Zone 3 Technical Advisory Committee
FROM: David Spiegel, PE
DATE: September 20, 2018
SUBJECT: Zone 3 Projects Update

Project Updates:

- Equipment Audit & Replacement - Ongoing
 - Work proposed to continue in 2018/19
- Spillway Assessment
 - Awarded contract with GEI Consultants
 - Began Assessment Late August and will continue through January 2019 in accordance with approved DSOD work plan
- Lopez Dam and Terminal Dam Hazard Classification
 - Inundation Maps have been submitted to DSOD for review
 - Emergency Action Plans are in preparation
- Structural Assessment of Terminal Reservoir
 - Preliminary findings suggest additional geotechnical investigation is needed
- Fault Zone Assessment – Dam Left Abutment
 - Preliminary findings suggest remediation work is necessary
 - Determining scope of work
- Equipment Storage
 - Establishing building location options
- Lopez WTP Safety Upgrades
 - Upgrading safety railings and catwalks in DAF building
- Domestic and Fire Tank
 - Reviewing quotes for repairs and maintenance items



ZONE 3 ADVISORY COMMITTEE

San Luis Obispo County Flood Control and Water Conservation District

- Rebuild Membrane Feed Pumps (1 per year)
 - Second pump is being scheduled for removal and rebuilding

Upcoming Projects (Requested FY 2018/19):

- Cathodic Protection Survey
- Sludge Bed Cleanout Repair – 4 total
- Lopez Water Treatment Plant Leach Field Repair/Replacement
- Ammonia Analyzer (2nd)
- Water Treatment Alternatives Study
- Improved Boat Access
- LWTP Spill Prevention Valve Replacement (qty = 2)

Completed Projects

- Turnout SCADA Project
- Ammonia Analyzer
- Sludge Repair on 4A
- Pressure Transducers
- Turnout Flow Meters
- Static Mixer



September 20, 2018

MEMORANDUM

TO: Flood Control Zone 3 Advisory Committee
FROM: Kristi Smith, Accountant
SUBJECT: Strategy for Use of District Funded Designated Reserves

Discussion

As mentioned in the fourth quarter budget status report, there is \$516,135 of budget remaining after the completion of the pH Suppression & Scaling Control project. The Zone 3 Advisory Committee indicated at its May meeting that it would like to use the remaining budget to replenish reserves and offset the FY 2017-18 final bill. Below are two options for the distribution of the remaining budget.

Option #1:

Replace Contractor Reserves, District Funded Designated Reserves and partially offset the FY 2017-18 final bill as shown in the table below. This will result in the agencies receiving a final bill of \$135,000.

| | |
|--|------------|
| Proposed Replacement of Contractor Reserves: | \$ 48,000 |
| Proposed Replacement of Dist Fnd Desig Reserves: | \$ 280,500 |
| Proposed to offset 2017-18 Final Billing: | \$ 187,628 |
| Total: | \$ 516,135 |

Net Results

| | Arroyo Grande | Grover Beach | Pismo Beach | CSA 12 | Oceano CSD | |
|-------------------------------|---------------|--------------|-------------|-----------|------------|-----------|
| | 50.55% | 17.66% | 17.66% | 7.44% | 6.69% | |
| Estimated 2017-18 Final Bill: | \$ 68,242 | \$ 23,841 | \$ 23,841 | \$ 10,044 | \$ 9,032 | \$135,000 |

Option #2:

Replace Contractor Reserves, District Funded Designated Reserves and fully offset the FY 2017-18 final bill as shown in the table below. This will result in the agencies not receiving a bill.

| | |
|--|------------|
| Proposed Replacement of Contractor Reserves: | \$ 48,000 |
| Proposed Replacement of Dist Fnd Desig Reserves: | \$ 145,500 |
| Proposed to offset 2017-18 Final Billing: | \$ 322,628 |
| Total: | \$ 516,135 |

Net Results

| | | | | | | |
|-------------------------------|---------------|--------------|-------------|--------|------------|-----|
| | Arroyo Grande | Grover Beach | Pismo Beach | CSA 12 | Oceano CSD | |
| | 50.55% | 17.66% | 17.66% | 7.44% | 6.69% | |
| Estimated 2017-18 Final Bill: | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

At their September 12, 2018, meeting the Technical Advisory Committee (TAC) recommended option #2.

The proposed reserve replacements do not need further action by the Board of Supervisors since they were included in the FY 2018-19 Proposed Budget that was approved by the Board in June 2018.

District Funded Designated Reserves

If Option #1 is chosen, the total available balance in the District Funded Designated Reserves will be \$791,447 and will be earmarked as follows:

| Recommended Uses | Actual Amounts | Available Balance | District Funded Designated Reserves Utilization Plan |
|------------------|----------------|-------------------|---|
| \$50,000 | - | \$50,000 | HCP Efforts |
| \$10,000 | \$10,000 | - | Cloud Seeding Feasibility Study |
| \$250,000 | \$117,259 | \$132,741 | Santa Maria Groundwater Basin Model |
| \$189,376 | \$99,875 | \$89,501 | Arroyo Grande Creek Watershed Stormwater Resource Plan (Prop 1 Grant match) |
| \$261,515 | | | |
| | \$25,000 | | Spillway Assessment workplan for DSOD |
| | (\$280,500) | | Proposed Reserve Replacement with unused pH Supp budget |
| | | \$519,205 | Public safety related to water quality and quantity purposes |
| | | | |
| \$760,891 | | \$791,447 | TOTAL District Funded Designated Reserves |

If Option #2 is chosen, the total available balance in the District Funded Designated Reserves will be \$656,447 and will be earmarked as follows:

| Recommended Uses | Actual Amounts | Available Balance | District Funded Designated Reserves Utilization Plan |
|------------------|----------------|-------------------|---|
| \$50,000 | - | \$50,000 | HCP Efforts |
| \$10,000 | \$10,000 | - | Cloud Seeding Feasibility Study |
| \$250,000 | \$117,259 | \$132,741 | Santa Maria Groundwater Basin Model |
| \$189,376 | \$99,875 | \$89,501 | Arroyo Grande Creek Watershed Stormwater Resource Plan (Prop 1 Grant match) |
| \$261,515 | | | |
| | \$25,000 | | Spillway Assessment workplan for DSOD |
| | (\$145,500) | | Proposed Reserve Replacement with unused pH Supp budget |
| | | \$384,205 | Public safety related to water quality and quantity purposes |
| | | | |
| \$760,891 | | \$656,447 | TOTAL District Funded Designated Reserves |



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

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

Maximizing Protection, Minimizing Cost - www.sdrma.org

September 13, 2018

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

Re: No Paid Workers' Compensation Claims in 2017-18

Dear Mr. Kelley:

This letter is to formally acknowledge the dedicated efforts of the Avila Beach Community Services District's Governing Body, management and staff towards proactive loss prevention and workplace safety. Your agency's efforts have resulted in no "paid" workers' compensation claims for program year 2017-18. A "paid" claim for the purposes of this recognition represents the first payment on an open claim during the prior program year. This is a great accomplishment!

It is through the efforts of members such as Avila Beach Community Services District that SDRMA has been able to continue providing affordable workers' compensation coverage to over 442 public agencies throughout California. In fact, 281 members or 64% in the workers' compensation program had no "paid" claims in program year 2017-18.

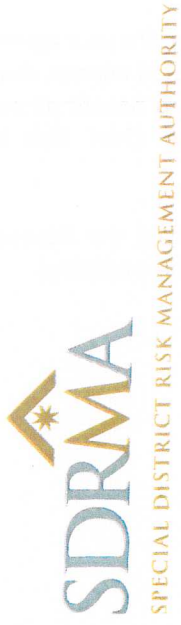
In addition to this annual recognition, members with no "paid" claims during 2017-18 earned 2 credit incentive points (CIPs) thereby reducing their annual contribution amount. Also, members without claims receive a lower "experience modification factor" (EMOD) which also reduces their annual contribution amount.

As SDRMA is dedicated to serving its members and preventing claims, we would appreciate your agency taking a moment and sharing with us what made your District successful in preventing work related injuries. Our goal is to incorporate your successful ideas and suggestions into our loss prevention programs to benefit all members of SDRMA. Please forward any ideas or suggestions to Dennis Timoney, SDRMA Chief Risk Officer at dtimoney@sdrma.org.

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

Sincerely,
Special District Risk Management Authority

Jean Bracy, President
Board of Directors



President's Special Acknowledgement Award

The President of the Special District Risk Management Authority

Hereby gives special recognition to

Avila Beach Community Services District

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


Jean Bracy, SDA, SDRMA Board President

September 13, 2018
Date

September 13, 2018

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

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

Dear Mr. Kelley:

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

A "paid" claim for the purposes of this recognition represents the first payment on an open claim during the prior program year and excludes property claims. Your agency's efforts have resulted in no "paid" property/liability claims for the prior 5 consecutive program years including 2017-18. This is an outstanding accomplishment that serves as an example for all SDRMA members!

It is through the efforts of members such as Avila Beach Community Services District that SDRMA has been able to continue providing affordable property/liability coverage to over 505 public agencies throughout California. While 428 members or 85% in the property/liability program had no "paid" claims in program year 2017-18, 261 members or 52% had no paid claims for the prior 5 consecutive years.

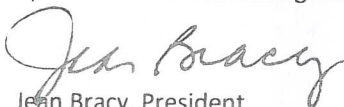
In addition to this annual recognition, members with no "paid" claims during 2017-18 earned 2 credit incentive points (CIPs) reducing their annual contribution amount and members with no "paid" claims for the prior 5 consecutive program years earned 3 additional bonus CIPs. Also, members with no "paid" claims for at least 3 consecutive program years may receive a lower "risk factor" which also helps to reduce the annual contribution amount.

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

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

Sincerely,

Special District Risk Management Authority



Jean Bracy, President
Board of Directors



President's Special Acknowledgement Award

The President of the Special District Risk Management Authority

Hereby gives special recognition to

Avila Beach Community Services District

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



Jean Bracy, SDA, SDRMA Board President

September 13, 2018

Date



Bradley Hagemann <hagemann.associates@gmail.com>

Streetlight Upgrade

1 message

Silva, Kristen <K1Cp@pge.com>

Tue, Sep 18, 2018 at 3:57 PM

To: "hagemann.associates@gmail.com" <hagemann.associates@gmail.com>

Hi Brad,

Thank you for the time on the phone today. I'm excited to get Avila Beach opted in for all streetlights to be upgraded to LED. I have a lot of information to share with you, so please review the information and let me know if you have questions. I have October 10th locked in on my calendar for a visit to present to the board if needed.

Cobra Head Lights

What's the Same....

- Opt in program, where customers can choose to participate
- No Upfront costs, \$2.81 Temporary Incremental Facility Charge (IFC) added to the LED Streetlight rate, which is less than the energy savings so customer will have a reduced bill.
- PG&E continues to own & maintain lights
- Installation takes less than 10 minutes per light
- Lights are directional, shining the light intentionally down to the street & sidewalk in a rectangular (type 3 pattern)
- Lights are manufactured by CREE and have a 20 year lifetime with a 10 year manufacturer warranty

What's New...

- New Model lights....Cree RSW, which is a completely internal reflective light, the light shines up into the fixture into a prism which then projects downward, no bulb visibility. <https://lighting.cree.com/products/outdoor/street-and-roadway/rsw-series>
- 3k color temperature lights are available, 3k is the recommended color temperature by the International Dark Sky Association.

Decorative Lights

- Opt in program, where customers can choose to participate
- Customer can select, fixture type, fixture color, wattage, light color & light pattern
- No Upfront costs, \$12.77 Temporary Incremental Facility Charge (IFC) added to the LED Streetlight rate, this will cost the customers more per month until its removed. PG&E has already requested a reduction from the CPUC to make it more cost effective for customers.
- PG&E continues to own & maintain lights
- Installation takes less than 20 minutes per light
- Lights are directional, shining the light intentionally down to the street & sidewalk.

Since the IFC for the cobra head program is scheduled to be removed at the end of this year, you will see a reduction in your cobra head streetlight bill. Potentially you could roll that savings into the additional cost of

the decorative lights.

I have attached the opt in workbook for your decorative lights, on that you will find:

Tab 1: Decorative lighting options

Tab 2: Details of each light

Tab 3: Map Link to decorative lights

I am working on getting an updated list for the cobra heads, since the last one was a couple years old, I should have that for you to review tomorrow.

Looking forward to meeting with you,

Kristen Silva

LCE Electric Outreach | Service Solutions Specialist

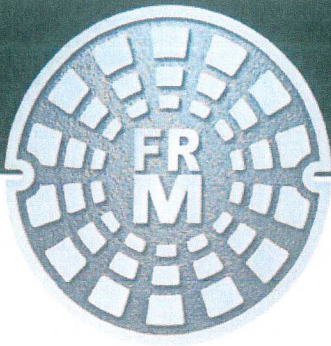
☎ (925)459-6143 ☎ (925)586-4417 | ✉ k1cp@pge.com

Questions? Email streetlightupgrade@pge.com

We respect your privacy. Please review our privacy policy for more information.

<http://www.pge.com/en/about/company/privacy/customer/index.page>

 **AVILA BEACH CSD_DECORATIVE_OPT_IN_WORKBOOK.xlsx**
668K



October 2, 2018

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

SUBJECT: SEPTEMBER 2018 MONTHLY FACILITY REPORT FOR THE AVILA BEACH COMMUNITY SERVICES DISTRICT WASTEWATER TREATMENT PLANT, WATER SYSTEM AND COLLECTION SYSTEM

WASTEWATER TREATMENT PLANT

Trench plates at the wastewater treatment plant were removed from a previous exploration project; backfill material was provided and the material was compacted up to grade. Valve risers were installed during the work to allow future access to operational valves at the 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.

WATER SYSTEM

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

COMPLIANCE RECORD AND PLANT PERFORMANCE

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

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

Sincerely,

FLUID RESOURCE MANAGEMENT

A handwritten signature in blue ink, appearing to read 'Krista Ackermann Young'.

Krista Ackermann Young
Operations Manager

ATTACHMENTS

- Self-Monitoring Report
- ABCSD Average Daily WWTP Effluent Flow (2016-2018)
- ABCSD Monthly Total WWTP Effluent Flow (2016-2018)
- Port San Luis Monthly Total Flow (2016-2018)
- Monthly Average Influent BOD (2016-2018)
- Monthly Average Effluent BOD (2016-2018)
- Monthly Water Purchased From Lopez (2016-2018)
- ABCSD Monthly Water Sold (2016-2018)

Avila Beach CSD Wastewater Treatment Facility

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

Month: SEPTEMBER 2018

| Date | Daily Flow (MGD) | | | Effluent Monitoring | | |
|-------|------------------|---|-----------|-------------------------|-------------------------|-------------------------|
| | Total | Max (gpm) | Avg (gpm) | Biweekly Total Coliform | Biweekly Fecal Coliform | Daily Chlorine Residual |
| 1 | 0.074942 | 107 | 52 | | | <0.02 |
| 2 | 0.087455 | 139 | 60 | | | <0.02 |
| 3 | 0.070365 | 114 | 49 | | | <0.02 |
| 4 | 0.063778 | 87 | 44 | <2 | <2 | <0.02 |
| 5 | 0.077246 | 113 | 54 | | | <0.02 |
| 6 | 0.059212 | 101 | 42 | <2 | <2 | <0.02 |
| 7 | 0.051388 | 84 | 26 | | | <0.02 |
| 8 | 0.065279 | 106 | 45 | | | <0.02 |
| 9 | 0.063197 | 98 | 44 | | | <0.02 |
| 10 | 0.042932 | 86 | 30 | | | <0.02 |
| 11 | 0.039255 | 84 | 27 | <2 | <2 | <0.02 |
| 12 | 0.041542 | 72 | 29 | | | <0.02 |
| 13 | 0.041363 | 77 | 29 | <2 | <2 | <0.02 |
| 14 | 0.053224 | 83 | 37 | | | <0.02 |
| 15 | 0.061514 | 94 | 43 | | | <0.02 |
| 16 | 0.059241 | 106 | 41 | | | <0.02 |
| 17 | 0.042299 | 87 | 29 | | | <0.02 |
| 18 | 0.041573 | 73 | 29 | <2 | <2 | <0.02 |
| 19 | 0.040162 | 77 | 28 | | | <0.02 |
| 20 | 0.042170 | 76 | 29 | <2 | <2 | <0.02 |
| 21 | 0.047746 | 79 | 35 | | | <0.02 |
| 22 | 0.058744 | 95 | 41 | | | <0.02 |
| 23 | 0.055536 | 125 | 38 | | | <0.02 |
| 24 | 0.041633 | 77 | 29 | | | <0.02 |
| 25 | 0.038929 | 77 | 27 | <2 | <2 | <0.02 |
| 26 | 0.039352 | 79 | 27 | | | <0.02 |
| 27 | 0.041876 | 79 | 29 | | | |
| 28 | 0.046378 | 94 | 32 | | | <0.02 |
| 29 | 0.059669 | 110 | 42 | | | <0.02 |
| 30 | 0.058757 | 98 | 40 | | | |
| 31 | | | | | | |
| Min | 0.038929 | 72 | 26 | <2 | <2 | <0.02 |
| Mean | 0.053559 | 93 | 37 | <2 | <2 | <0.02 |
| Max | 0.087455 | 139 | 60 | <2 | <2 | <0.02 |
| Total | 1.606757 | Effluent daily (dry weather) flow NTE 0.2 MGD (mean). | | | | |

| Effluent and Influent Monitoring | | | | | |
|----------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|--------------------------------------|
| Date | Biweekly Effluent BOD (24 HC) | Biweekly Effluent TSS (24 HC) | Biweekly Influent BOD (24 HC) | Biweekly Influent TSS (24 HC) | Monthly Effluent Oil & Grease (Grab) |
| 9/2/18 | 25 | 22 | 265 | 136 | |
| 9/6/18 | 16 | 4 | 399 | 32 | |
| 9/9/18 | 24 | 5 | 405 | 383 | |
| 9/13/18 | 22 | 10 | 464 | 129 | |
| 9/16/18 | 28 | 21 | 453 | 496 | |
| 9/20/18 | 15 | 15 | 468 | 870 | |
| 9/23/18 | 23 | 17 | 467 | 437 | |
| 9/27/18 | | | | | |
| 9/30/18 | | | | | |
| Min | 15 | 4 | 265 | 32 | 0 |
| Mean | 21.9 | 13.4 | 417.3 | 354.7 | #DIV/0! |
| Max | 28 | 22 | 468 | 870 | 0 |
| BOD Removal: 94.8% | | | TSS Removal: 96.2% | | |

| Effluent Monitoring | | | | |
|---------------------|---------------------------|-------------------------|------------------|-----------------------|
| Date | Weekly Set. Solids (Grab) | Weekly Turbidity (Grab) | Weekly pH (Grab) | Weekly Temp °F (Grab) |
| 9/6/18 | <0.1 | 8.44 | 6.5 | 74 |
| 9/13/18 | <0.1 | 13.1 | 6.6 | 70 |
| 9/20/18 | <0.1 | 14.7 | 7.0 | 71 |
| 9/27/18 | | | | |
| Min | <0.1 | 8.4 | 6.5 | 70 |
| Mean | <0.1 | 12.1 | 6.7 | 71.7 |
| Max | <0.1 | 14.7 | 7.0 | 74 |

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

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

| Influent Brine Received | |
|-------------------------|------------------|
| Date | Volume (Gallons) |
| | N/A |

| Sludge Removal | |
|----------------|---------|
| Date | Gallons |
| 9/4/18 | 4,500 |
| 9/18/18 | 4,800 |

SIGNATURE: _____

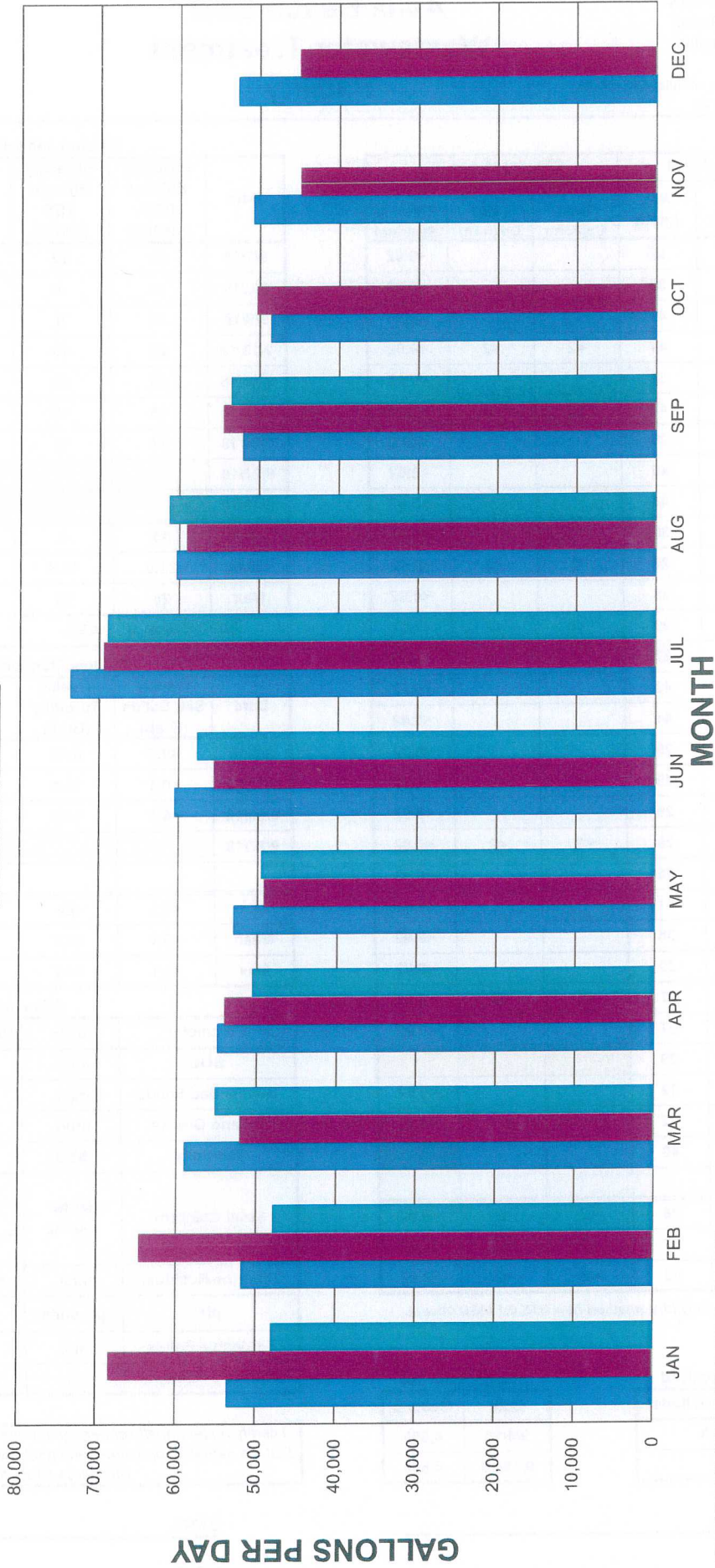
DATE: _____

PRINTED NAME: _____

TITLE: _____

ABCSD AVERAGE DAILY WWTP EFFLUENT FLOW (2016 - 2018)

■ 2016 ■ 2017 ■ 2018



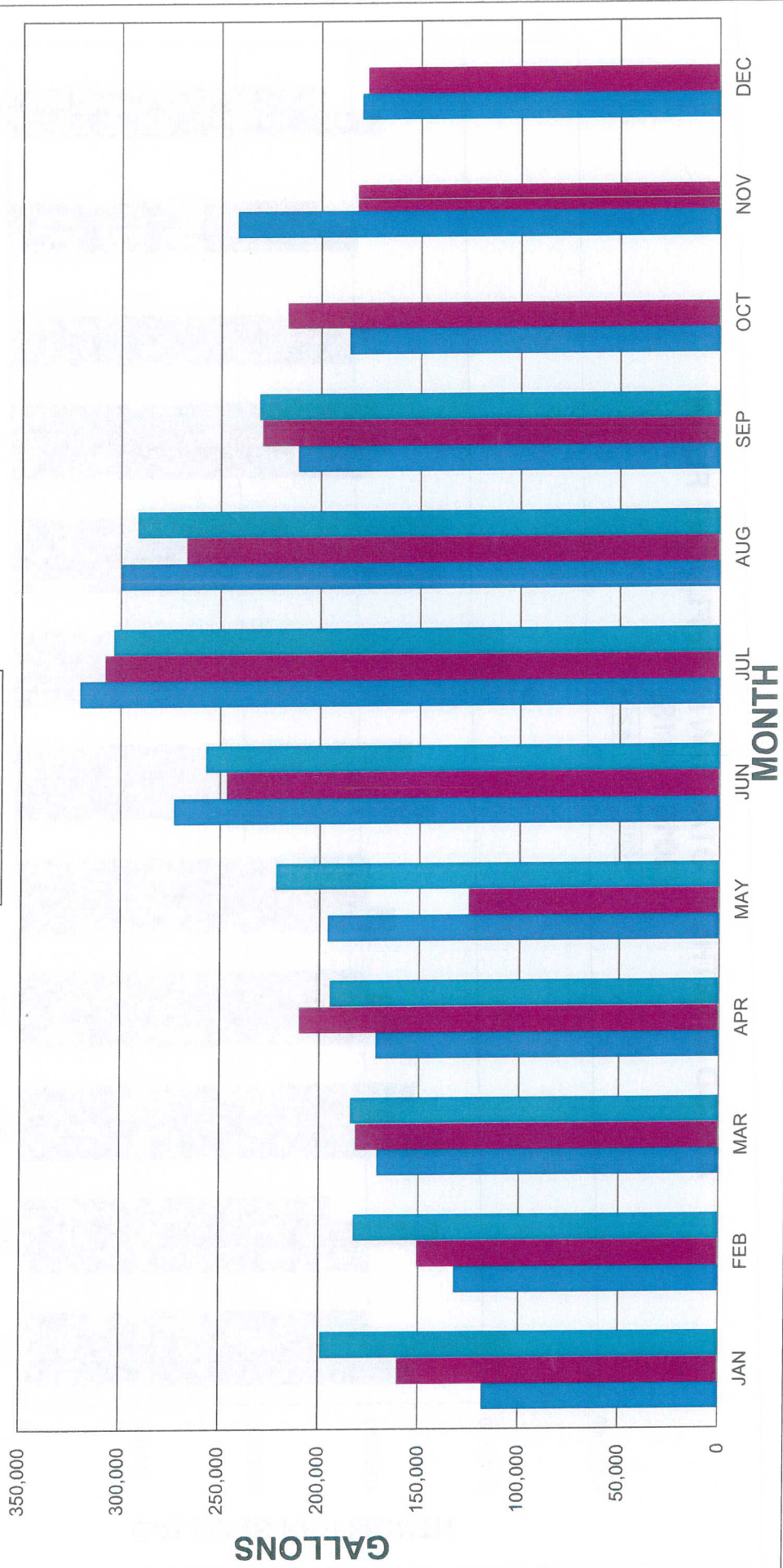
ABCSD MONTHLY TOTAL WWTP EFFLUENT FLOW (2016 - 2018)

■ 2016 ■ 2017 ■ 2018



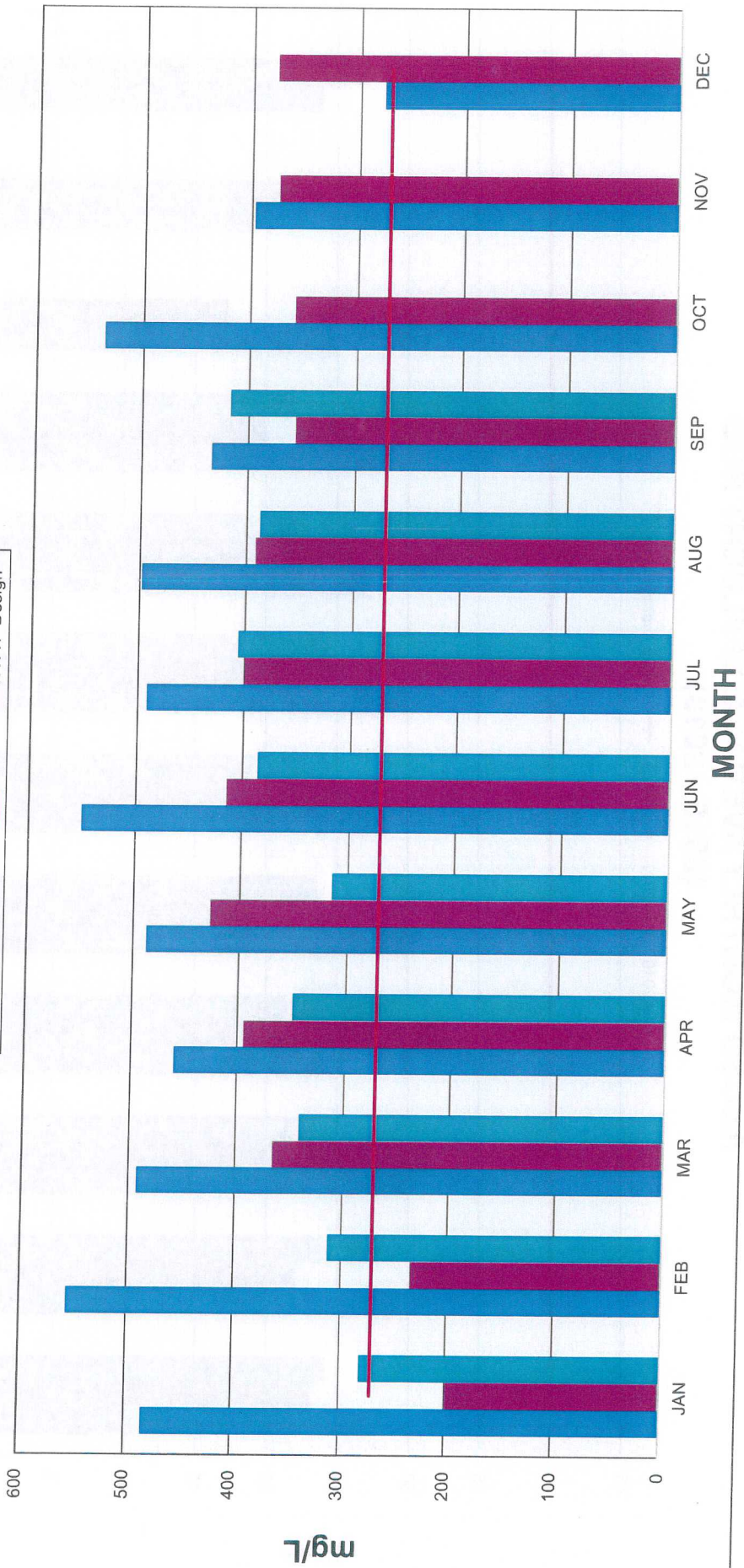
PORT SAN LUIS MONTHLY TOTAL FLOW (2016 - 2018)

■ 2016 ■ 2017 ■ 2018



ABCSD MONTHLY AVERAGE INFLUENT BOD (2016 - 2018)

■ 2016
 ■ 2017
 ■ 2018
 — WWTP Design

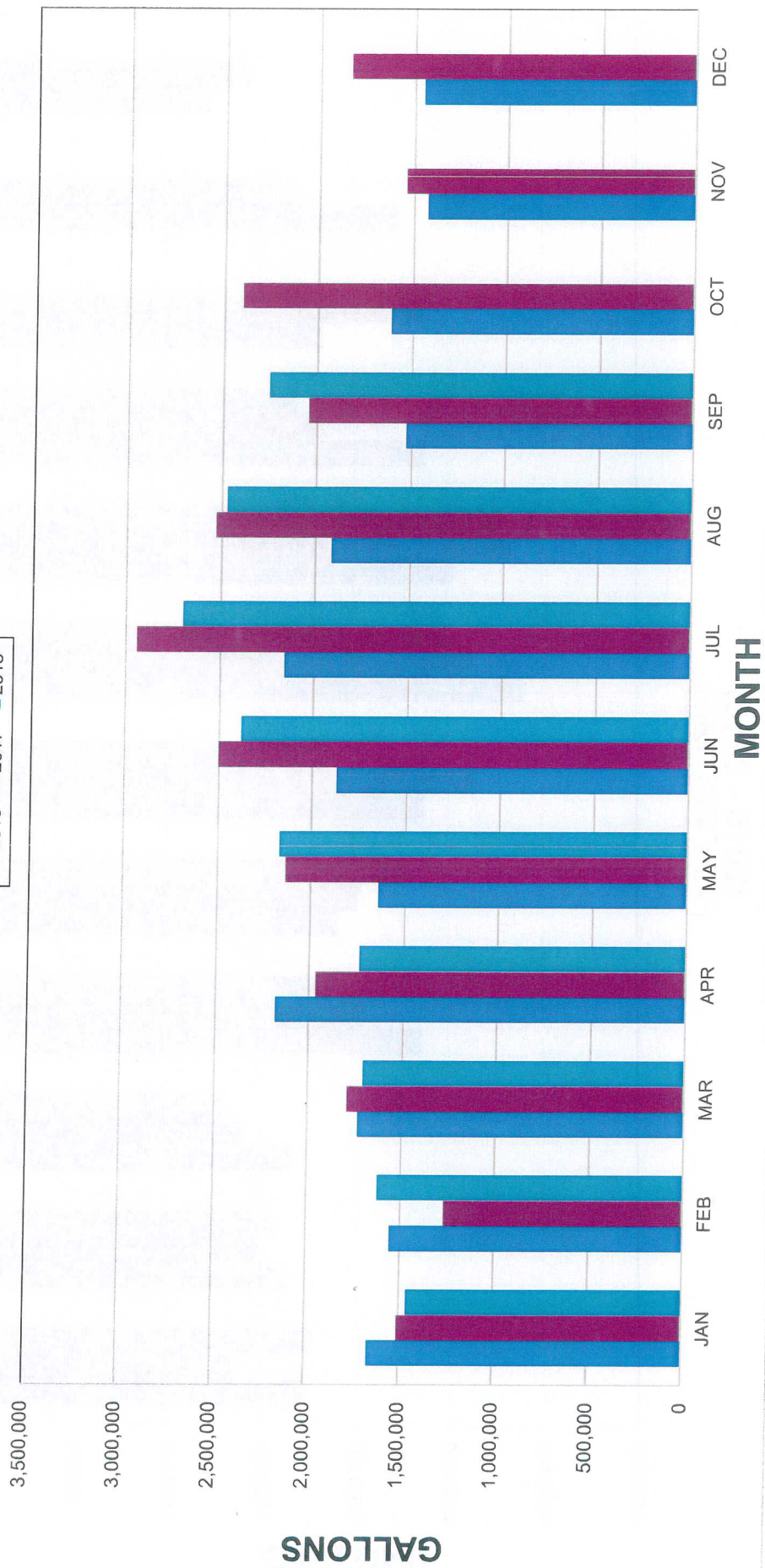


ABCSD MONTHLY AVERAGE EFFLUENT BOD (2016 - 2018)



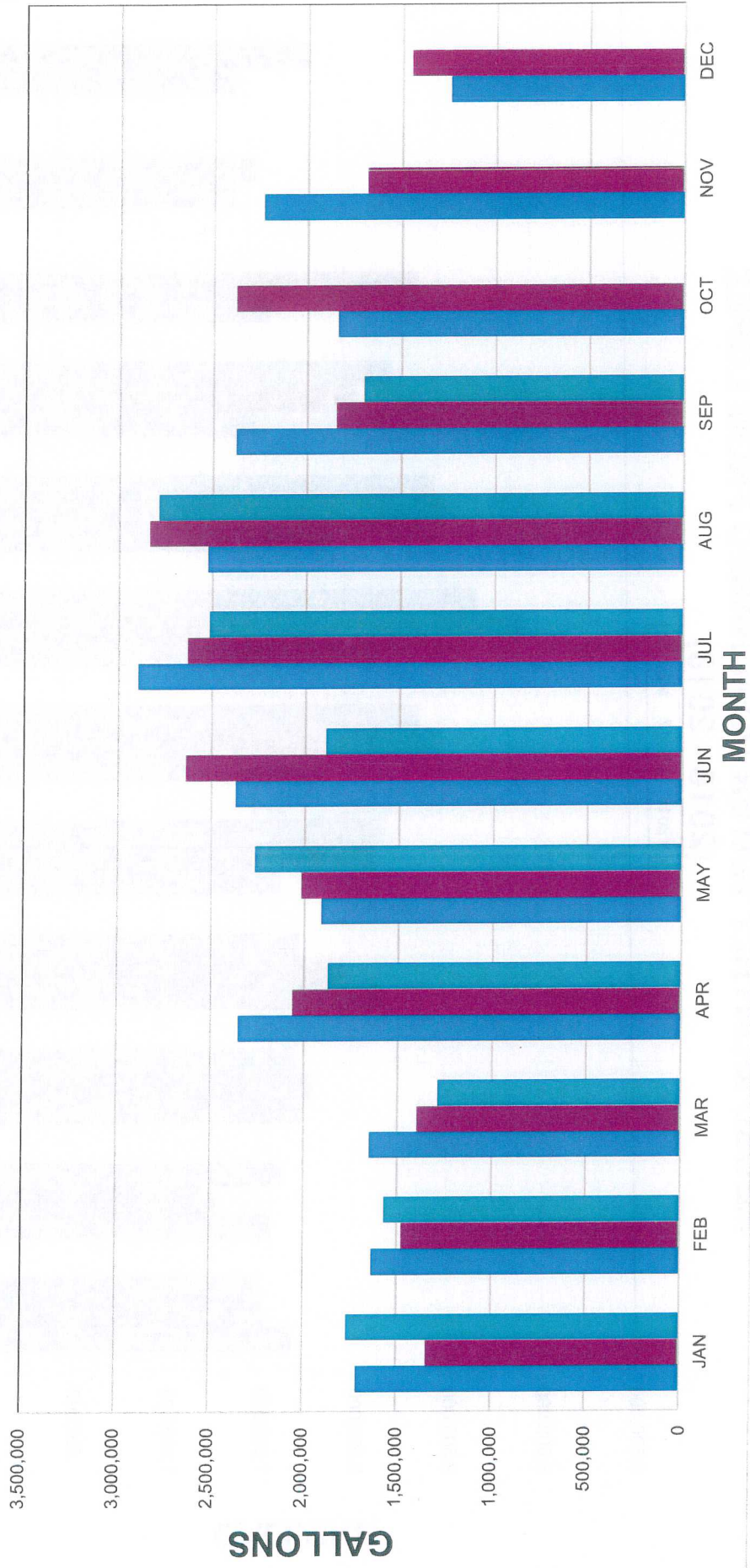
ABCSD MONTHLY WATER PURCHASED FROM LOPEZ (2016 - 2018)

■ 2016 ■ 2017 ■ 2018



ABCSD MONTHLY WATER SOLD (2016 - 2018)

■ 2016 ■ 2017 ■ 2018



AVILA BEACH
COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 10, 2018

SUBJECT: Board Vacancy

Recommendation:

Receive Report and Consider appointing an applicant for fill Director Deweese's vacancy and Recommend Director Berry be re-appointed by the County Board of Supervisors

Discussion:

At the July 11, 2018 Board meeting, Director Eric Deweese announced that he is moving out of the District and therefore will no longer be able to serve on the Avila Beach Community Services District Board of Directors. Staff notified the County Clerk's office that Director Deweese formally left office on August 17, 2018. Director Deweese filed a Form 700 for leaving office on August 23, 2018. On August 28, 2018, Staff posted an announcement that the District has a Director Vacancy and is seeking applicants. The announcement is posted at the District's office, the Post Office and on the District's web page. Board members are encouraged to discuss the vacancy with their friends and colleagues that reside in the District and if they are interested, have them contact staff for an application.

Staff is hopeful the Board will have candidates to consider for appointment at the October 10, 2018, Board meeting.


Director Berry's term expires at the end of 2018. She has expressed an interest in staying on the Board, but she was not able to apply by the deadline. Since there were no other applicants, the Board can provide a recommendation that the County Board of Supervisors appoint Ms. Berry to the Board. Staff thanks Ms. Berry for her willingness to remain on the Board.

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 10, 2018

SUBJECT: Removal of Wood Storage Building at the WWTP

Recommendation:

Receive Report and Authorize the General Manager to request quotes for demolition of the existing wood storage building or provide other direction to staff.

Funding:

Staff estimates the demolition will cost will be approximately \$1,500. The FY 2018/19 approved budget includes \$10,000 in Wastewater Miscellaneous Project Account Fund. Staff recommends using a portion of this budget to fund this project.

Discussion:

Staff presented this item at the September 12, Board meeting with a recommendation to demolish the existing wood storage building and replace it with a cargo container building. The Board concurred with staff's recommendation to demolish the exiting wood building. However, instead of installing a new container building at the WWTP, the Board directed staff to investigate the feasibility of installing a larger cargo container building at the Water Tank site that would provide storage for the 1941 Dodge Fire Truck and provide parts storage and a staff work area.


Staff talked with the container company and determined that the container buildings are too small to accommodate the Dodge Fire Truck. Staff will continue to investigate the costs and feasibility of installing a metal building at the Water Tank site that will accommodate the Fire Truck and provide a work space for Operations staff and bring back a recommendation at the November Board meeting.

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 10, 2018

SUBJECT: Revision of Schedule for Payment of Water and Sewer Connection Fees

Recommendation:

Receive Report and Adopt Resolution Nos. 2018-09 and 2018-10 or Provide Other Direction to Staff

Funding:

Revising the schedule for collection of water and sewer Connection Fees will have a minor positive effect on the District's cash flow in that, if implemented, 100% of the Connection Fees will be received prior to or at the time of building permit issuance instead of receiving 50% at permit issuance and 50% at occupancy.

Background:

At the September 12, 2018, Board meeting staff provided background information on the history of the payment schedule for water and sewer connection fees. The background information is summarized below.

On August 22, 2001, the Board adopted Ordinance No. 2001-01 which revised Ordinance No. 2-87 for establishment of water and sewer facility assessment fees (connection fees). On August 22, 2001, the Board adopted Resolution Nos. 2001-13 and 2001-14 which rescinded the previous Resolutions and replaced the terms and conditions of each. Resolution Nos 2001-13 and 2001-14 are provided as attachments to this staff report. In 2003 the Board adopted Resolution Nos. 2003-06 and 2003-07 which modified Section 2 of the Ordinance allowing the project developer to pay 50% of the connection fees prior to or at the time of issuance of the building permit and the remaining 50% at the time of completion for occupancy of the project.

Discussion:

At the September 12, 2018 Board meeting, the Board directed staff to prepare Resolutions that would amend the Water and Sewer Connection Fee Schedule to provide that all connection fees be collected prior to or at the time of permit issuance. Resolution No. 2018-09 amends Paragraph 2 of Resolution No. 2001-13 and Resolution No. 2018-10 amends Paragraph 2 of Resolution No. 2001-14.

AVILA BEACH COMMUNITY SERVICES DISTRICT

Resolution No. 2018-09

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE AVILA BEACH COMMUNITY SERVICES DISTRICT ESTABLISHING WATER FACILITIES ASSESSMENT SCHEDULE AND PROCEDURES FOR COLLECTION THEREOF AND DEFINING CREDITS FOR PAST WATER USE

The Board of Directors make the following findings:

A. By its Ordinance No. 2-87 Avila Beach County Water District, as predecessor in interest to the District, established a system for payment of water facilities assessments for new construction within the District and for expansion of existing uses resulting in a greater use of water than the prior use.

B. Pursuant to said Ordinance the District thereafter adopted Resolutions Nos. 87-9, 88-4, 93-05, 94-09 and 2000-02 which Resolutions amended the Water Assessment Schedule and established policies and procedures to determine the extent to which properties not currently receiving water were to be credited for prior water usage.

C. On August 22, 2001 this District adopted Ordinance No. 2001-01, which revised the provisions of Ordinance No. 2-87, and adopted Resolution No. 2001-13.

D. By this Resolution the Board desires and intends to modify Section 2 of Resolution No. 2001-13 to adjust the schedule for payment of water facility assessments.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors, as follows:

Section 2 of Resolution No. 2001-13 is modified as follows:

“2. Time for Payment of Water Facilities Assessments:

Water facilities assessments shall be paid in full prior to or at the time of issuance of a building permit by the San Luis Obispo County Planning Department.”

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

AYES:

NOES:

ABSENT:

The foregoing resolution is hereby adopted this 10th day of October, 2018.

Peter Kelley, President

Attest:

SECRETARY TO BOARD

AVILA BEACH COMMUNITY SERVICES DISTRICT

Resolution No. 2018-10

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE AVILA BEACH COMMUNITY SERVICES DISTRICT ESTABLISHING SEWER FACILITIES ASSESSMENT SCHEDULE AND PROCEDURES FOR COLLECTION THEREOF AND DEFINING CREDITS FOR PAST SEWER USE

The Board of Directors make the following findings:

A. By its Ordinance No. 1-87 Avila Beach County Water District, as predecessor in interest to this District, established a system for payment of water facilities assessments for new construction within the District and for expansion of existing uses resulting in greater use of water than the prior use.

B. Pursuant to said Ordinance the District thereafter adopted Resolution Nos. 1987-008, 1988-03, 1993-04, 1994-09 & 2000-03, which Resolutions amended the Sewer Assessment Schedule and established policies and procedures to determine the extent to which properties not currently receiving sewer service were to be credited for prior usage.

C. On August 22, 2001 this District adopted Ordinance No. 2001-01, which revised the provisions of Ordinance No. 1-87, and adopted Resolution No. 2001-14.

D. By this Resolution the Board desires and intends to modify Section 2 of Resolution 2001-14 to adjust the schedule for payment of sewer facility assessments.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors, as follows:

Section 2 of Resolution No. 2001-14 is modified as follows:

“2. Time for Payment of Sewer Facilities Assessments:

Sewer facilities assessments shall be paid in full prior to or at the time of issuance of a building permit by the San Luis Obispo County Planning Department.”

ON MOTION of Director _____, seconded by

Director _____, and on the following roll call vote to wit:

AYES:

NOES:

ABSENT:

The foregoing resolution is hereby adopted this 10th day of October, 2018.

Peter Kelley, President

Attest:

SECRETARY TO BOARD

BOARD OF DIRECTORS

AVILA BEACH COMMUNITY SERVICES DISTRICT

RESOLUTION NO. 2001-13

**RESOLUTION ESTABLISHING WATER FACILITIES ASSESSMENT SCHEDULE
AND PROCEDURES FOR COLLECTION THEREOF, AND DEFINING CREDITS FOR
PAST WATER USAGE**

The Board of Directors makes the following findings:

A. By its Ordinance No. 2-87 Avila Beach County Water District, as predecessor in interest to this District, established a system for payment of water facilities assessments for new construction within the District and for expansion of existing uses resulting in a greater use of water than the prior use.

B. Pursuant to said Ordinance the District thereafter adopted Resolutions Nos. 87-9, 88-4, 93-5, 94-09, and 2000-2002, which Resolutions amended the Water Assessment Schedule and established policies and procedures to determine the extent to which properties not currently receiving water were to be credited for prior water usage.

C. On August 22, 2001 this District adopted Ordinance No. 2001-2, which revised the provisions of Ordinance No. 2-87.

D. By this Resolution the Board desires and intends to rescind each of the Resolutions described above, and to replace them with the terms and conditions of this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Avila Beach Community Services District as follows:

1. **Adoption of Water Facilities Assessment Schedule:**

The water facilities assessments payable under Ordinance No. 2001-2 shall be as set forth in Exhibit "A", attached hereto. The Board finds that the Schedule represents the reasonable estimated cost for the acquisition or construction of additional water facilities for the District apportioned among various land uses.

2. **Time for Payment of Water Facilities Assessments:**

Water facilities assessments shall be paid as follows:

- A. One-half at the time of issuance of a final "will serve letter" by the District.
- B. One-half at the time of completion for occupancy of the new or enlarged improvement.

3. **Credits for Previous Uses of Property:**

Where property within the District was in the past serviced with water by the District, but the improvements previously existing thereon have been destroyed or removed so that the properties are not being served with water as of the date of this Resolution, such property shall be entitled to a credit for the level of its prior water usage calculated as provided in this section. In determining the water facilities assessment to be paid for new construction on such property, the District shall first ascertain the assessment for such improvement under the Water Facilities Assessment Schedule, and then shall deduct therefrom the credit for prior usage.

The credit for prior usage shall be determined by calculating the average annual water usage by the property for the past five (5) years prior to and including the 1995/96 fiscal year, and then calculating the assessment which would have been payable based on such usage under the Water Facilities Assessment Schedule. Beginning two (2) years after the adoption of Ordinance No. 2001-2, calculations for the past five years of usage will begin with the issuance of a final "Will Serve" and payment of fees. In no event will the credit given be less than the minimum usage amount in accordance with minimum service charges in effect during the applicable 5 year period provided that service was maintained during that period to the property.

4. **Interpretations:**

The Board of Directors shall have the authority to make determinations and interpretations as to the amount of any water facilities assessment payable in individual situations which are not clearly addressed by Ordinance No. 2001-02 or by this Resolution, which interpretations shall be consistent with the provisions and intent of said Ordinance and this Resolution.

5. **Repeal of Prior Resolutions:**

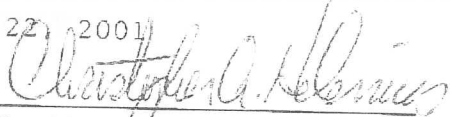
Resolutions Nos. 87-9, 88-4, 93-5, 94-09, and 2000-2002 are hereby repealed in their entirety.

On motion of Director Helenius, seconded by Director Allen, and on the following roll call vote, to wit:

| | | |
|---------|---|------------------------|
| AYES | : | Helenius, Allen, Grife |
| NOES | : | None |
| ABSTAIN | : | Kelley |

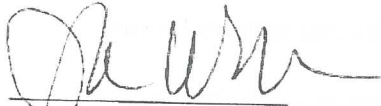
ABSENT : Guemsey

The foregoing Resolution was adopted. August 22, 2001



President of the Board of Directors

ATTEST:



District Secretary

APPROVED AS TO FORM:

STEPHEN N. COOL, Attorney for
District

Resolution 2001-13 Adopted August 22, 2001

AGREEMENTS\ABCSD.RES

BOARD OF DIRECTORS
AVILA BEACH COMMUNITY SERVICES DISTRICT

RESOLUTION NO. 2001-14

**RESOLUTION ESTABLISHING SEWER FACILITIES ASSESSMENT SCHEDULE
AND PROCEDURES FOR COLLECTION THEREOF, AND DEFINING CREDITS FOR
PAST SEWER USAGE**

The Board of Directors makes the following findings:

A. By its Ordinance No. 1-87 Avila Beach County Water District, as predecessor in interest to this District, established a system for payment of water facilities assessments for new construction within the District and for expansion of existing uses resulting in a greater use of water than the prior use.

B. Pursuant to said Ordinance the District thereafter adopted Resolutions Nos. 87-8, 88-3, 93-4, 94-09, and 2000-2003, which Resolutions amended the Sewer Assessment Schedule and established policies and procedures to determine the extent to which properties not currently receiving sewer service were to be credited for prior usage.

C. On August 22, 2001 this District adopted Ordinance No. 2001-01, which revised the provisions of Ordinance No. 1-87.

D. By this Resolution the Board desires and intends to rescind each of the Resolutions described above, and to replace them with the terms and conditions of this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Avila Beach Community Services District as follows:

1. **Adoption of Sewer Facilities Assessment Schedule:**

The sewer facilities assessments payable under Ordinance No. 2001-01 shall be as set forth in Exhibit "A", attached hereto. The Board finds that the Schedule represents the reasonable estimated cost for the acquisition or construction of additional sewerage facilities for the District apportioned among various land uses.

2. **Time for Payment of Sewer Facilities Assessments:**

Sewer facilities assessments shall be paid as follows:

- A. One-half at the time of issuance of a final "will serve letter" by the District.
- B. One-half at the time of completion for occupancy of the new or enlarged improvement.

3. **Credits for Previous Uses of Property:**

Where property within the District was in the past serviced with sewer service by the District, but the improvements previously existing thereon have been destroyed or removed so that the properties are not being served as of the date of this Resolution, such property shall be entitled to a credit for the level of its prior sewer usage calculated as provided in this section. In determining the Sewer Facilities Assessment to be paid for new construction on such property, the District shall first ascertain the assessment for such improvement under the Sewer Facilities Assessment Schedule, and then shall deduct therefrom the credit for prior usage.

The credit for prior usage shall be determined by calculating the average annual water usage by the property for the five (5) years prior to and including the 1995/96 fiscal year, and then calculating the assessment which would have been payable based on such usage under the Sewer Facilities Assessment Schedule. Beginning two (2) years after the adoption of Ordinance No. 2001-01, calculations for the past five years of usage will begin with the issuance of a final "Will Serve" and payment of fees. In no event will the credit given be less than the minimum usage amount in accordance with minimum service charges in effect during the applicable 5 year period provided that service was maintained during that period to the property.

4. **Interpretations:**

The Board of Directors shall have the authority to make determinations and interpretations as to the amount of any Sewer Facilities Assessment payable in individual situations which are not clearly addressed by Ordinance No. 2001-01 or by this Resolution, which interpretations shall be consistent with the provisions and intent of said Ordinance and this Resolution.

5. **Repeal of Prior Resolutions:**

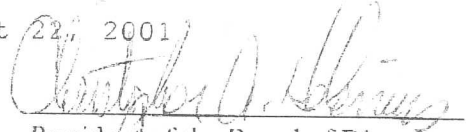
Resolutions Nos. 87-8, 88-3, 93-4, 94-09, and 2000-2003 are hereby repealed in their entirety.

On motion of Director Helenius, seconded by Director Grife, and on the following roll call vote, to wit:

| | | |
|---------|---|------------------------|
| AYES | : | Helenius, Grife, Allen |
| NOES | : | None |
| ABSTAIN | : | Kelley |

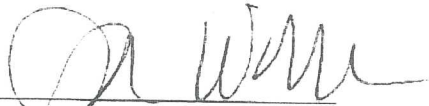
ABSENT : Guernsey

The foregoing Resolution was adopted. August 22, 2001



President of the Board of Directors

ATTEST:



District Secretary

APPROVED AS TO FORM:

STEPHEN N. COOL., Attorney for
District

Resolution 2001-14 Adopted August 22, 2001


AGREEMENTS\ABCSD.RES

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 10, 2018

SUBJECT: Review of District By-Laws

Recommendation:

Adopt Resolution No. 2018-11, Revising "Section 2.1 Regular Meetings" of the District's By-Laws

Discussion:

The District Board of Directors have decided to formally change the Regular Board meeting date and time from the second Tuesday of the month at 7:00 PM to the second Wednesday of the month at 11:00 AM. The purpose of this item is to formally revise the District By-Laws to reflect this change.

Attached is Resolution No. 2018-11, which captures the suggested changes and formally updates the District's By-Laws. The suggested changes are shown in strike-out and underline format.

**AVILA BEACH COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2018-11**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
AVILA BEACH COMMUNITY SERVICES DISTRICT
APPROVING CHANGES TO DISTRICT BYLAWS**

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 Board of Directors have decided to change the meeting time and day of their regular monthly meetings; and

WHEREAS, those changes have now been made and read as follows:

2.1 Regular Meetings

Subject to holidays and scheduling, Regular meetings of the Board of Directors shall be held on the second ~~Wednesday~~ Tuesday of each calendar month at ~~11:00 AM~~ 7:00 pm in the Avila Beach Community Services District Office, 100 San Luis Street, Avila Beach. The date, time and place of regular Board meetings shall be reconsidered ~~annually~~ at the annual organizational meeting of the Board. ~~The Board of Directors may, by Board action, schedule a regular meeting on the 4th Tuesday of each calendar month at 7:00 p.m. in the Avila Beach Civic Center, 191 San Miguel Street, Avila Beach.~~

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

1. The Avila Beach Community Services District Board hereby approves the revised Bylaws attached hereto as Exhibit "A".
2. All prior Bylaws of the District are hereby repealed.

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 October 10, 2018.

ATTEST:

Brad Hagemann, General Manager &
Board Secretary

Pete Kelley, President

AVILA BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTOR
BOARD BY-LAWS AND POLICIES
Updated October 2018

1. OFFICERS OF THE BOARD OF DIRECTORS

- 1.1 The officers of the Board of Directors are the President and Vice President.
- 1.2 The President of the Board of Directors shall serve as presiding officer at all Board meetings. He/She shall have the same rights as the other Directors of the Board in voting, introducing motions, resolutions and ordinances, and any discussion of questions that follow said actions.
- 1.3 In the absence of the President, the Vice President of the Board of Directors shall serve as presiding officer over all meetings of the Board. If the President and Vice President of the Board are both absent, the remaining Directors present shall select one of themselves to act as the presiding officer of the meeting.
- 1.4 The President and Vice President of the Board shall be elected annually at the last meeting of each calendar year.
- 1.5 The term of office for the President and Vice President of the Board shall commence on January 1 of the year immediately following their election.
- 1.6 Generally the President, or in his/her absence the Vice President is the designated representative of the Board of Directors to speak on Board position or policy.
- 1.7 The Board President or in his/her absence the Vice President is authorized to attend and is entitled to reimbursement, pursuant to Section 10 below, for his/her attendance at a County or State Agency meetings upon his/her determination that District representation is necessary to protect and/or advance the interest of the District or its residents/customers.

2. MEETINGS

2.1 Regular Meetings

Subject to holidays and scheduling Regular meetings of the Board of Directors shall be held on the second ~~Wednesday~~ Tuesday of each calendar month at ~~11:00 AM~~ 7:00 pm in the Avila Beach Community Services District Office, 100 San Luis Street, Avila Beach. The date, time and place of regular Board meetings shall be reconsidered annually at the annual organizational meeting of the Board. ~~The Board of Directors may, by Board action, schedule a regular meeting on the 4th Tuesday of each calendar month at 7:00 p.m. in the Avila Beach Civic Center, 191 San Miguel Street, Avila Beach.~~

2.2 Special Meetings

Special meetings may be called by the President or three (3) Directors with a minimum of twenty-four (24) hours public notice. Special meeting agenda shall be prepared and distributed pursuant to the procedures of the Brown Act by the

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

STAFF REPORT

TO: BOARD OF DIRECTORS

FROM: MICHAEL W. SEITZ, DISTRICT COUNSEL

DATE: OCTOBER 3, 2018

**SUBJECT: ORDINANCE REGARDING PLACEMENT AND REMOVAL OF
GARBAGE AND RECYCLED MATERIAL CONTAINERS**

Pursuant to your request, Staff has prepared the attached Ordinance for your review at today's meeting.

PROCESS

If the Board is satisfied with the Ordinance or if minor changes are necessary and are made at today's meeting, we can have the first reading of this Ordinance tonight. The procedure would be to introduce the Ordinance, a motion to read by title only that would have to be approved by the Board and then that would be read for the first. Then Staff would be directed to provide all public Notices and to set a Public Hearing at your next Board meeting or 30 days after the initial reading.

At the Public Hearing, the Ordinance would then again be read by title only; the Board President would open the Public Hearing, take testimony or comments from citizens that choose to speak. The Board President would then close the Hearing and at that time the Ordinance could be adopted.

If amendments are made at that time, the process starts over with that becoming the first reading of the Amended Ordinance and the Public Hearing would then be scheduled three days thereafter.

REVIEW OF THE ORDINANCE

There are two parts that I would direct the Board's attention to. The first part relates to how we are going to control trash bins sitting on the curb. The draft Ordinance provides that any can or trash receptacle or green waste receptacle may be placed on the curb no sooner than twenty four hours in advance of pickup. Once trash is picked up, the resident has twelve hours to

remove the receptacle from the curb to a place that is hidden. This process closely mimics that of the City of San Luis Obispo.

The second matter is how we are going to enforce this Ordinance. I would suggest a combination of notices and fines. If the Board chooses to use fines as the method of enforcement, the Board needs to choose a schedule for those fines. The Ordinance needs to specify the fine amount for a first, second or third violation. After three violations, I recommend keeping the fine amount the same for each additional violation. In the Ordinance, those fines are listed as \$10, \$15 and \$20, which would be added to their monthly garbage bill. This would require cooperation from our franchisee to place this charge on the bill that is sent to the resident.

In the alternative, you could provide a Notice of Violation on the first incident and then start the fine schedule after that. Notice would advise the customer that they have violated the Ordinance and that you are providing this Notice as a courtesy so that they know if it happens again, there will be a fine associated with their trash receptacle being left out for more than the time specified in the Ordinance.

CONCLUSION

Staff is requesting guidance from the Board regarding the two matters discussed in this Staff Report. I would be happy to provide you with my analysis at the meeting as well. If the Board chooses to adopt this Ordinance, or a variant of it, you can have a first reading tonight.

END

**AVILA BEACH COMMUNITY SERVICES DISTRICT
ORDINANCE 2018-_____**

**AN ORDINANCE OF THE BOARD OF DIRECTORS
OF THE AVILA BEACH COMMUNITY SERVICES DISTRICT
REGARDING PLACEMENT AND REMOVAL OF GARBAGE
AND RECYCLED MATERIALS CONTAINERS**

WHEREAS, Avila Beach Community Services District is formed under the Community Services District Law (Govt. Code §61000 et seq.); and

WHEREAS, pursuant to San Luis Obispo County Local Agency Formation Commission (“LAFCO”) action of January 19, 2006, the Avila Beach Community Services District (“District”) is authorized to provide its residents with the collection or disposal of garbage or refuse matter pursuant to Government Code Section 61100 (c); and

WHEREAS, Government Code Section 61600(c) authorizes Community Services Districts to provide the collection or disposal of garbage for refuse matter; and

WHEREAS, the District Board of Directors desires to adopt this Ordinance to establish that trash receptacles are restricted to be on the street no longer than 24 hours on the days of scheduled curbside collection within the District boundaries; and

WHEREAS, based on facts presented by the District staff, the Staff Report and public testimony received, the Board of Directors finds:

- A. The public meetings adopting this Ordinance have been properly noticed pursuant to Government Code §54954.2 (The Brown Act); and
- B. The rules and regulations that are the subject of this Ordinance comply with LAFCO condition that the District shall have the right to amend the rules and regulations pertaining to the collection of solid waste within the District from time to time.

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the Avila Beach Community Services District as follows:

- 1. Residential garbage and recycled material containers shall not be placed adjacent to the street for collection more than twenty-four hours before pickup time; and such containers shall be removed within the twelve hour period following pickup. Residents shall allow three feet between each container when placing containers on the curb to allow for ease of pick-up.

2. Fines will be levied for non-compliance as follows:

- First notice \$10.00;
- Second notice \$15.00; and
- Third notice \$20.00.

All fines will be added to resident's garbage bill.

3. The Board of Directors finds that the Rules and Regulations adopted by this Ordinance constitute general policy and rule making which are not deemed to be projects pursuant to Public Resource Code §15378 (b) (2).

4. This Ordinance shall take effect and be in full force and effect thirty (30) days after its passage.

Introduced at a regular meeting of the District Board of Directors held on _____, 2018, and passed and adopted by the District Board of Directors on the ____ day of _____, 2018, by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

ATTEST:


Brad Hagemann, General Manager
and Secretary to the Board

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 10, 2018

SUBJECT: Proposed Garbage Rate Increase

Recommendation:

Receive Report and Provide Direction to Staff

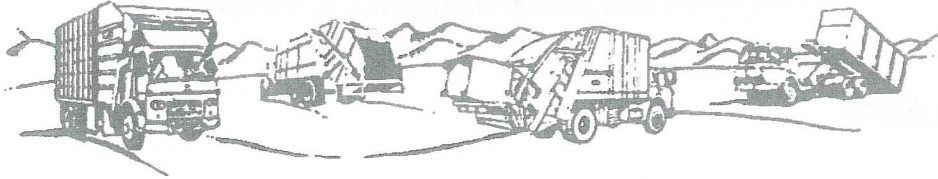
Discussion:

The purpose of this Staff Report is to inform the Board and the public that South County Sanitary (the District's solid waste collection, recycling and disposal franchisee) has initiated the process for a rate increase with a proposed effective date of January 1, 2019. This is an only an informational item. The Board may provide direction to staff, but no formal action is appropriate at this time.

On September 24, 2018, staff received the attached letter and 2019 Base Year Rate Adjustment Application from Mr. Jeff Smith, District Manager for South County Sanitary and Waste Connections Inc. Mr. Smith's letter summarizes the need and justification for the proposed rate increase, noting that recycled material markets are down; equipment costs are up; and general operating costs are running higher than the Consumer Price Index used in their existing contract. Waste Connections in proposing a monthly increase of approximately \$2.00 per household or 13.36%. The summary and breakdown of the financial data supporting the requests is provided in the attached letter.

Staff will be meeting with Mr. Smith later this week to get a firm understanding of the information presented in the September 23, 2018 letter and to discuss the tasks and schedule for moving forward with the rate increase hearing process. The Board may recall that we went through a similar "Proposition 218" hearing process in the fall of 2015, for the garbage rate increase that became effective on January 1, 2016. Waste Connections staff has confirmed that they will provide all materials for compliance with the Proposition 218 process and pay the mailing costs (if any) incurred by the District.

South County Sanitary



4388 Old Santa Fe Road • San Luis Obispo, CA 93401

September 23, 2018

Brad Hagemann
General Manager
Avila Beach CA

Subject: 2018 Rate Increase Request

Dear Mr. Hagemann,

It is my pleasure to continue with the partnership created many years ago between the county of San Luis Obispo and South County Sanitary servicing our community's solid waste and recycling collection needs. Over the years, we've added weekly recycling, green waste, and a growing food waste collection program. Just this past month, we cut the ribbon on the new anaerobic food digester that will convert unwanted green house gases into alternative energy and a mulch product that will be used locally in our agricultural community.

It is my pleasure to continue our partnership with you as we set forth rate setting for the coming years. As you know this has been a particular challenging year. Every where we turn, costs have increased at higher than normal levels. We have seen water, sewer and electrical rates increase at significant levels. As you can imagine, these companies are not alone. We face the same challenges.

Most recently, one of the largest impacts for solid waste services in our community has been the cost of recycling. In the past, we had some years up and some down in regards to commodity pricing. These ups and downs always leveled off making each year on average palatable. However, more recently we have seen negative pricing in commodities far worse than this industry has ever experienced. The problem goes back to 2013 and appears to be the new norm.

There are several major forces influencing our rate requests this year—the overdue and well-documented global catastrophic recycling market disruption initiated by the Chinese government in late 2017, increased equipment and repair cost for upgrading and maintaining our fleet of trucks, and operational costs for things including labor, insurance, medical care and fuel.

Recycle Markets

The Chinese ban on mixed recycled material has forced the recovered materials industry to slow down its sort lines and add labor to remove contamination that had crept into the mix over the past two decades. Even with the slowed lines, the reduced demand in China has pushed prices our commodity revenue per ton dramatically downward. Furthermore, there has been a dramatic increase in improper recycling since 2013, with contamination increasing from 9% to 28% of delivered tons. This triple punch of higher costs, lower material pricing, and increased contamination have resulted in a 650% increase in our processing fees since January 2018. This phenomenon has played out throughout the western US, and we believe that our cost to deliver to the Cold Canyon Processing Facility is still significantly lower than any other delivery options. The increased recycling costs make up about half of our increase request.

We believe the increase in contamination in customer roll carts is partially due to an improper capacity balance between MSW and recycle collection. Many customers have 35 gallon or smaller service for MSW, while they have 64 or 96 gallons of recycling capacity. When the MSW cart is too small, there is a natural tendency for excess trash to be wishfully determined to be recyclable in order to get it out of the house. In addition to the flat percentage increases required for our rate application, we are submitting a sheet that provides an alternative, revenue neutral pricing scenario that reduces the price differential between small and larger carts. We hope that this smaller pricing difference between 35 and 64 gallons will attract wishful recyclers to upgrade to a cart that best matches their needs.

Equipment

We are committed to continue with upgrading our fleet toward full natural gas powered vehicles. This application includes the purchase of 10 new trucks and CNG fueling infrastructure in 2019, as well as containers and carts to support growth and green waste initiatives. These costs account for about 5.4% of our increase request.

General or Operational Cost Increases

Our general operating costs have run higher than the CPI index used in our contract. It has been well documented that with changing California law in minimum wage is increasing and that the average workers wage must keep up. Premiums for health care, fuel and other factors continue to increase on average of approx. 3% per year. Had we been using the local CPI which has been running from 3 to 4% annually, this request for increase would have been substantially lower.

Comparable Rates

Our packet includes a list of comparable rates in San Luis Obispo County. We are very pleased to report that in nearly all cases, our rates after the increase will continue to be among the lowest.

We realize that this request represents a sizeable increase. As mentioned in our earlier discussions, we would like you to consider some "enhanced" rate change recommendations that lift our basic rates to at least cover the cost of service, as well as limits on the increases in larger

carts to encourage people to right size their service. In order to mitigate further losses, we ask that you act on this request with sufficient time to implement the new rates on January 1.

Solid Waste Rate Increase

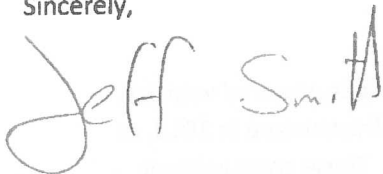
The proposed increase of approx. \$2.00 on average per household or 13.36% in rates during this period breaks out as follows:

1. 6.5% of the proposed rate increase is based on increased costs for recycling
2. 5.4% of the proposed rate increase is for upgrading of trucks and equipment operational costs for fuel, vehicles and increased labor costs
3. 1.7% of the proposed rate increase is for organics pick up and disposal

Our management team has reviewed and accepts responsibility for this rate request. This application is based upon what our management team feels is the best course of action based on the conditions outlined in this letter. All assumptions made are reasonable and accurate. A recent survey indicates that the rates are in the mid to low range for residential customers and, on average, in the mid-range for commercial customers.

I look forward to discussing with you further regarding how best to minimize the impact of this rate request.

Sincerely,

A handwritten signature in black ink that reads "Jeff Smith". The signature is written in a cursive, flowing style.

Jeff Smith
District Manager
South County Sanitary
Waste Connections, Inc.

2019 Base Year Rate Adjustment Application

Summary

AVILA BEACH COMMUNITY SERVICES DISTRICT

| | Requested Increase | | | |
|----------------------------|--------------------|--|---------------------------|--------|
| Recycle Residual | 2.0% | | CNG Trucks/Infrastructure | 5.03% |
| Recycle Commodity | 2.9% | | Operations Costs | -0.3% |
| Recycle Processing | 1.6% | | Organics | 1.7% |
| | <u>6.5%</u> | | Other | 0.4% |
| 1. Rate Increase Requested | | | | 13.36% |

Rate Schedule

| Rate Schedule | Current Rate | Increased Rate | Adjustment (a) | New Rate |
|--------------------------------------|--------------|----------------|----------------|----------|
| Economy Service (1 - can curb) URBAN | \$18.30 | \$2.44 | | \$20.74 |
| Standard Service (2- can curb) URBAN | \$30.23 | \$4.04 | | \$34.27 |
| Premium Service (3 - can curb) URBAN | \$42.16 | \$5.63 | | \$47.79 |

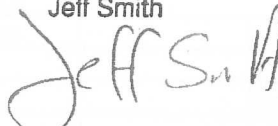
(a) Calculated rates are rounded up to the nearest \$0.01.

6. **Single Family Residential & Multiunit Residential and Non-residential**

Rate increases of 13.36%
 will be applied to all rates in each structure
 with each rate rounded to the nearest \$0.01

Certification

To the best of my knowledge, the data and information in this application is complete, accurate, and consistent with the instructions provided by the Rate Setting Manual.

Name: **Jeff Smith** Title: **District Manager**
 Signature:  Date: **09/21/18**

Base Year Rate Adjustment Application

Financial Information

| Historical | | Current | Projected | |
|------------|------|---------|-----------|------|
| 2016 | 2017 | 2018 | Base Year | 2020 |
| | | | 2019 | |

(from Pg. 4)

Section I- Allowable Costs

| | | | | | |
|----------------------------------|-------------|-------------|-------------|-------------|-------------|
| 6. Direct Labor | \$3,083,345 | \$3,150,539 | \$3,385,970 | \$3,489,134 | \$3,593,808 |
| 7. Corporate Overhead | \$332,113 | \$153,045 | \$269,457 | \$279,697 | \$290,325 |
| 8. Office Salaries | \$478,072 | \$901,055 | \$411,430 | \$423,552 | \$436,258 |
| 9. Other General and Admin Costs | \$3,869,387 | \$4,148,284 | \$4,404,986 | \$5,245,361 | \$5,444,685 |
| 10. Total Allowable Costs | \$7,762,917 | \$8,352,923 | \$8,471,843 | \$9,437,743 | \$9,765,076 |

Section II- Allowable Operating Profit

| | | | | | |
|--------------------------------|-------------|-----------|----------|-----------|-----------|
| 11. Operating Ratio | 87.3% | 91.3% | 98.9% | 92.0% | 92.0% |
| 12. Allowable Operating Profit | \$1,126,283 | \$798,974 | \$94,827 | \$820,673 | \$849,137 |

Section III- Pass Through Costs

| | | | | | |
|--|-------------|-------------|-------------|-------------|-------------|
| 13. Tipping Fees | \$1,891,183 | \$1,886,262 | \$2,671,355 | \$2,663,997 | \$2,663,997 |
| 14. Franchise Fees | \$1,318,502 | \$1,357,533 | \$1,368,864 | \$1,385,290 | \$1,401,894 |
| 15. AB939 Fees | \$0 | \$0 | \$0 | \$0 | \$0 |
| 16. Lease Pmts to Affiliated Companies | \$89,051 | \$91,703 | \$234,650 | \$243,567 | \$252,822 |
| 17. Total Pass Through Costs | \$3,298,736 | \$3,335,498 | \$4,274,869 | \$4,292,854 | \$4,318,713 |

Section III- Pass Through Costs

| | | | | | |
|--|--------------|--------------|--------------|--------------|--------------|
| 18. Revenue Requirement | \$12,187,936 | \$12,487,395 | \$12,841,539 | \$14,551,270 | \$14,932,926 |
| 19. Total Revenue Offsets (from Page 3) | \$12,187,936 | \$12,487,395 | \$12,841,539 | \$12,991,486 | \$13,147,193 |

Section III- Pass Through Costs

20. Net Shortfall (Surplus)

\$1,559,784

21. Total Residential and Non-residential Revenue without increase in Base Year (pg.5, line 76)

| | | Nipomo |
|--------------|--|--------------|
| \$12,973,924 | | \$12,973,924 |
| 12.02% | | 12.0% |
| 90.000% | | 91.870% |
| 13.36% | | 13.09% |
| 13.36% | | 13.09% |

22. Percent Change in Residential and Non-residential Revenue Requirement

23. Franchise Fee Adjustment Factor (1 - 6 percent)

Limitation due to cumulative increases

24. Percent Change in Existing Rates

Base Year Rate Adjustment Application

Revenue Offset Summary

| Schedule VII - Revenue Offsets | | | | |
|--------------------------------|------|---------|-----------|------|
| Historical | | Current | Projected | |
| 2016 | 2017 | 2018 | Base Year | 2020 |

Residential Revenue (without increase in Base Yr.)

| | | | | | |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|
| 28. Single Family Residential | \$7,163,810 | \$7,341,537 | \$7,541,246 | \$7,631,741 | \$7,723,322 |
| Multiunit Residential Dumpster | | | | | |
| 29. Number of Accounts | | | | | |
| 30. Revenues | | | | | |
| 31. Less Allowance for Uncollectible Resi Accounts | \$0 | \$0 | \$0 | \$0 | \$0 |
| 32. Total Residential Revenue | \$7,163,810 | \$7,341,537 | \$7,541,246 | \$7,631,741 | \$7,723,322 |

Non-residential Revenue (without increase in Base Yr.)

Account Type

Non-residential Can

| | | | | | |
|------------------------|---|---|---------|---------|---------|
| 33. Number of Accounts | 8 | 8 | 8 | 8 | 8 |
| 34. Revenues | | | \$4,535 | \$4,589 | \$4,644 |

Non-residential Wastewheeler

| | | | | | |
|------------------------|-----|-----|-----------|-----------|-----------|
| 35. Number of Accounts | 392 | 425 | 460 | 466 | 471 |
| 36. Revenues | | | \$477,469 | \$483,199 | \$488,997 |

Non-residential Dumpster

| | | | | | |
|---|--------------------|--------------------|--------------------|--------------------|--------------------|
| 37. Number of Accounts | 1,738 | 1,684 | 1,629 | 1,649 | 1,668 |
| 38. Revenues | \$5,004,136 | \$5,133,957 | \$4,796,508 | \$4,854,067 | \$4,912,315 |
| 39. Less: Allowance for Uncollectible Non-resid | \$0 | \$0 | \$0 | \$0 | \$0 |
| 40. Total Non-residential Revenue | \$5,004,136 | \$5,133,957 | \$5,278,512 | \$5,341,854 | \$5,405,956 |

| | | | | | |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 45. Interest on Investments | \$6,104 | \$0 | \$0 | \$2,035 | \$2,059 |
| 46. Other Income | \$13,885 | \$11,901 | \$21,780 | \$15,856 | \$15,856 |
| 47. Total Revenue Offsets | \$12,187,936 | \$12,487,395 | \$12,841,539 | \$12,991,486 | \$13,147,193 |

Base Year Rate Adjustment Application

Cost Summary for Base Year

| Description of Cost | BASE YEAR | | | |
|---|---------------------|---------------------|---------------------|---------------------|
| | 2016 | 2017 | 2018 | 2019 |
| Labor | \$2,849,547 | \$2,906,100 | \$3,127,283 | \$3,219,834 |
| Payroll Taxes | \$233,798 | \$244,439 | \$258,686 | \$269,300 |
| 48. Total Direct Labor | \$3,083,345 | \$3,150,539 | \$3,385,970 | \$3,489,134 |
| 49. Corporate Overhead | \$332,113 | \$153,045 | \$269,457 | \$279,697 |
| Less limitation (enter as negative) | | | | |
| Total Corporate Overhead | \$332,113 | \$153,045 | \$269,457 | \$279,697 |
| Office Salary | \$442,804 | \$864,061 | \$375,493 | \$386,536 |
| Payroll Taxes | \$35,268 | \$36,995 | \$35,938 | \$37,016 |
| 50. Total Office Salaries | \$478,072 | \$901,055 | \$411,430 | \$423,552 |
| Bad Debt | \$2,448 | \$4,271 | \$11,283 | \$11,419 |
| Allocated expenses | \$0 | \$0 | \$0 | \$0 |
| Bond expense | \$6,482 | \$5,325 | \$5,325 | \$5,527 |
| Depreciation on Bldg and Equip | \$0 | \$16,598 | \$11,061 | \$133,883 |
| Depreciation on Trucks/Containers | \$274,514 | \$229,543 | \$234,283 | \$525,055 |
| Drive Cam fees | \$28,997 | \$28,680 | \$22,949 | \$23,821 |
| Dues and Subscriptions | \$6,738 | \$8,196 | \$6,221 | \$6,457 |
| Facilities | \$0 | \$50,977 | \$52,988 | \$55,002 |
| Gas and oil | \$796,069 | \$880,285 | \$969,634 | \$965,300 |
| Interest Expense | \$0 | \$67,043 | \$55,637 | \$178,320 |
| Laundry | \$21,452 | \$24,462 | \$33,677 | \$34,956 |
| Legal and Accounting | \$29,459 | \$30,952 | \$46,145 | \$47,898 |
| Miscellaneous and Other | \$16,522 | \$8,372 | \$8,433 | \$8,753 |
| Office Expense | \$206,325 | \$242,249 | \$281,813 | \$292,522 |
| Operating Supplies | \$39,671 | \$39,710 | \$40,674 | \$42,219 |
| Other Insurance-medical | \$1,238,436 | \$1,195,973 | \$1,041,356 | \$1,080,928 |
| Other Taxes | \$35,985 | \$35,080 | \$34,854 | \$36,179 |
| Outside Services | \$431,794 | \$518,013 | \$554,407 | \$768,656 |
| Public Relations and Promotion | \$1,578 | \$1,699 | \$7,059 | \$7,328 |
| Postage | \$6,574 | \$2,005 | \$13,364 | \$13,872 |
| Permits | \$63,007 | \$60,347 | \$62,686 | \$65,068 |
| Relocation | \$22,576 | \$3,186 | \$1,849 | \$1,919 |
| Rent | \$3,000 | \$3,000 | \$0 | \$0 |
| Telephone | \$20,909 | \$20,182 | \$13,956 | \$14,486 |
| Tires | \$146,896 | \$139,628 | \$87,488 | \$88,145 |
| Transportation (related party) | \$48,544 | \$54,347 | \$48,545 | \$50,389 |
| Travel | \$26,944 | \$13,991 | \$11,778 | \$12,226 |
| Truck Repairs | \$365,282 | \$436,531 | \$720,023 | \$746,490 |
| Utilities | \$29,184 | \$27,637 | \$27,497 | \$28,542 |
| 51. Total Other Gen/Admin Costs | \$3,869,387 | \$4,148,284 | \$4,404,986 | \$5,245,361 |
| 52. Total Tipping Fees | \$1,891,183 | \$1,886,262 | \$2,671,355 | \$2,663,997 |
| 53. Total Franchise Fee | 1,318,501.56 | \$1,357,533 | 1,368,863.98 | 1,385,290 |
| 54. Total AB 939/Regulatory Fees | \$0 | \$0 | \$0 | \$0 |
| 55. Total Lease Pmt to Affil Co.'s | \$89,051 | \$91,703 | \$234,650 | \$243,567 |
| 56. Total Cost | \$11,061,652 | \$11,688,421 | \$12,716,711 | \$13,210,377 |

Base Year Rate Adjustment Application

Base Year Revenue Offset Summary

For Information Purposes Only

| Description of Revenue | Revenue (Offsets) | | | | | | |
|--|-------------------|-------------|-------------------|--------------|-------------|----------------|---------------|
| | Overall | Franchise | Refuse Collection | | | | Non-franchise |
| | Total | Total | Arroyo | Pismo | Grover | Unincorporated | Total |
| <i>Residential Revenue (without increase in Base Year)</i> | | | | | | | |
| 57. Single Family Residential | \$7,631,741 | \$7,631,741 | \$1,293,703 | \$852,859 | \$868,551 | \$4,616,628 | |
| <i>Multiunit Residential Dumpster</i> | | | | | | | |
| 58. Number of Accounts | | 0 | | | | | |
| 59. Revenues | | \$0 | | | | | |
| 60. Less Allowance for Uncollectable | | \$0 | | | | | |
| 61. Total Residential Revenue | \$7,631,741 | \$7,631,741 | \$1,293,703 | \$852,859 | \$868,551 | \$4,616,628 | \$0 |
| <i>Non-residential Revenue (without increase in Base Year)</i> | | | | | | | |
| <i>Account Type</i> | | | | | | | |
| <i>Non-residential Car</i> | | | | | | | |
| 62. Number of Accounts | | 8 | 2 | 4 | 0 | 2 | |
| 63. Revenues | \$4,589 | \$4,589 | \$503 | \$1,468 | \$0 | \$2,617 | |
| <i>Non-residential Wastewheeler</i> | | | | | | | |
| 64. Number of Accounts | 466 | 466 | 131 | 132 | 95 | 108 | |
| 65. Revenues | \$483,199 | \$483,199 | \$134,345.31 | \$180,384.79 | \$64,852.36 | \$103,616.13 | |
| <i>Non-residential Dumpster</i> | | | | | | | |
| 66. Number of Accounts | 1,649 | 1,643 | 352 | 236 | 327 | 728 | 6 |
| 67. Revenues | \$4,777,761 | \$4,777,761 | \$1,059,880 | \$1,004,808 | \$688,810 | \$2,024,263 | \$76,305 |
| 68. Less: Allowance for Uncollectible Non-residential Accounts | \$0 | \$0 | | | | | |
| 69. Total Non-residential Revenue | \$4,777,761 | \$4,777,761 | \$1,059,880 | \$1,004,808 | \$688,810 | \$2,024,263 | \$76,305 |
| 74. Interest on Investments | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| 75. Other Income | \$328 | \$0 | \$0 | \$0 | \$0 | \$0 | \$328 |
| 76. Total Revenue Offsets | \$328 | \$0 | \$0 | \$0 | \$0 | \$0 | \$328 |

Base Year Rate Adjustment Application

Operating Information

| Historical | | | | Current | | Projected | | |
|------------|---------|------|---------|---------|---------|-----------|---------|------|
| | Percent | | Percent | | Percent | Base Year | Percent | |
| 2016 | Change | 2017 | Change | 2018 | Change | 2019 | Change | 2020 |

Section IX-Operating Data

Residential

Accounts

| | | | | | | | | | |
|------------------------|--------|------|--------|-------|--------|------|--------|------|--------|
| 77. Arroyo Grande | 5,742 | 0.5% | 5,769 | 1.1% | 5,833 | 1.0% | 5,891 | 1.0% | 5,950 |
| Grover Beach | 4,198 | 0.3% | 4,211 | 0.7% | 4,239 | 1.0% | 4,281 | 1.0% | 4,324 |
| Pismo Beach | 3,748 | 0.5% | 3,768 | -0.2% | 3,762 | 1.0% | 3,800 | 1.0% | 3,838 |
| Oceano CSD | 1,838 | 0.1% | 1,840 | -0.3% | 1,834 | 1.0% | 1,852 | 1.0% | 1,871 |
| Nipomo CSD | 4,001 | 0.8% | 4,035 | 0.9% | 4,070 | 1.0% | 4,111 | 1.0% | 4,152 |
| County | 6,436 | 1.8% | 6,551 | 1.4% | 6,643 | 1.0% | 6,709 | 1.0% | 6,777 |
| | 25,963 | 0.8% | 26,174 | 0.8% | 26,381 | 1.0% | 26,645 | 1.0% | 26,911 |
| 78. Routes-Garbage | 7 | 0.0% | 7 | 0.0% | 7 | 0.0% | 7 | 0.0% | 7 |
| 79. Routes-Recycling | 7 | 0.0% | 7 | 0.0% | 7 | 0.0% | 7 | 0.0% | 7 |
| 80. Direct Labor Hours | 29,120 | 0.0% | 29,120 | 0.0% | 29,120 | 0.0% | 29,120 | 0.0% | 29,120 |

Non-residential Garbage

Accounts

| | | | | | | | | | |
|------------------------|--------|-------|--------|--------|--------|------|--------|------|--------|
| 80. Arroyo Grande | 486 | -1.0% | 481 | -0.4% | 479 | 1.0% | 484 | 1.0% | 489 |
| Grover Beach | 442 | -2.0% | 433 | -3.7% | 417 | 1.0% | 421 | 1.0% | 425 |
| Pismo Beach | 380 | -1.1% | 376 | -2.4% | 367 | 1.0% | 371 | 1.0% | 374 |
| Oceano CSD | 190 | 0.5% | 191 | -12.0% | 168 | 1.0% | 170 | 1.0% | 171 |
| Nipomo CSD | 211 | -0.9% | 209 | -16.3% | 175 | 1.0% | 177 | 1.0% | 179 |
| County | 475 | 2.3% | 486 | 6.8% | 519 | 1.0% | 524 | 1.0% | 529 |
| | 2,184 | -0.4% | 2,176 | -2.3% | 2,125 | 1.0% | 2,146 | 1.0% | 2,168 |
| 81. Routes-garbage | 5 | 0.0% | 5 | 0.0% | 5 | 0.0% | 5 | 0.0% | 5 |
| Routes-recycling | 3 | 0.0% | 3 | 0.0% | 3 | 0.0% | 3 | 0.0% | 3 |
| 82. Direct Labor Hours | 16,640 | 0.0% | 16,640 | 0.0% | 16,640 | 0.0% | 16,640 | 0.0% | 16,640 |

Recyclable Materials - All areas-Commingled Recycling (in tons)

Accounts

| | | | | | | | | | |
|-------------------|--------|-------|--------|--------|-------|------|-------|------|-------|
| 83. Tri-Cities | 8,181 | -7.1% | 7,603 | -20.3% | 6,064 | 0.0% | 6,064 | 0.0% | 6,064 |
| Nipomo/Oceano CSD | 3,008 | -7.1% | 2,795 | -20.3% | 2,229 | 0.0% | 2,229 | 0.0% | 2,229 |
| 84. County | 962 | -7.1% | 895 | -20.3% | 713 | 0.0% | 713 | 0.0% | 713 |
| | 12,151 | -7.1% | 11,293 | -20.3% | 9,006 | 0.0% | 9,006 | 0.0% | 9,006 |

Recyclable Materials - All areas-Greenwaste Recycling

| | | | | | | | | | |
|--------------------|--------|------|--------|------|--------|------|--------|------|--------|
| Routes | 5 | 0.0% | 5 | 0.0% | 5 | 0.0% | 5 | 0.0% | 5 |
| Tons Collected | 11,294 | 5.6% | 11,931 | 5.3% | 12,567 | 1.0% | 12,693 | 1.0% | 12,820 |
| Direct Labor Hours | 7,271 | 0.0% | 7,271 | 0.0% | 7,271 | 0.0% | 7,271 | 0.0% | 7,271 |

| | | | | | | | | | |
|------------------------|--------|------|--------|------|--------|------|--------|------|--------|
| Garbage Tons Collected | 40,552 | 1.5% | 41,142 | 1.2% | 41,621 | 1.0% | 42,037 | 1.0% | 42,457 |
|------------------------|--------|------|--------|------|--------|------|--------|------|--------|