

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

REGULAR BOARD MEETING 1:15 PM Tuesday, April 13th, 2021

PURSUANT TO THE GOVERNOR'S EXECUTIVE ORDER N-29-20, MEMBERS OF THE BOARD OF DIRECTORS, STAFF AND PUBLIC MAY PARTICIPATE IN THIS MEETING VIA TELECONFERENCE AND/OR ELECTRONICALLY.

**THE DISTRICT OFFICE WILL NOT BE OPEN TO THE PUBLIC.
PUBLIC SHOULD ACCESS VIA ZOOM MEETING OR PHONE.**

ZOOM MEETING: <https://us02web.zoom.us/j/4111787571>

Meeting ID: 411 178 7571

Password: No Password Required.

BY PHONE: 1-669-900-9128

1. CALL TO ORDER: 1:15 P.M.

2. ROLL CALL: Board Members:

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

3. PUBLIC COMMENT

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

4. INFORMATION AND DISCUSSION ITEMS

Items of District interest which may be placed on later agendas.

County Reports

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

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 February 9th, 2021 Board Meeting (March meeting cancelled)
- B. Monthly Financial Review for February & March 2021
- C. General Manager and District Engineer Report
- D. Water and Wastewater Superintendent Report for February & March 2021

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. Sanitary Sewer Management Plan Audit and Update (Action Required: Receive staff report and direct staff to implement updates as needed)
- B. Consider providing the Directors to a paperless option for Board meeting agenda packets (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

Next regularly scheduled meeting is on Tuesday, May 13th, 2021 at 1:00 PM

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

**MINUTES OF REGULAR MEETING
Avila Beach Community Services District
Tuesday, February 9th, 2021
1:00 P.M.**

PURSUANT TO THE GOVERNOR'S EXECUTIVE ORDER N-29-20, MEMBERS OF THE BOARD OF DIRECTORS, STAFF AND PUBLIC PARTICIPATED IN THIS MEETING VIA TELECONTERENCE AND/OR ELECTRONICALLY.

**BOARD MEETING
1:00 P.M. (Pacific Time) Tuesday, February 9th, 2021**

ZOOM MEETING: 411 178 7571

Meeting ID: <https://us02web.zoom.us/j/4111787571>

BY PHONE: 1-669-900-9128

1. CALL TO ORDER

President Kelley called the meeting of the Board of Directors of the Avila Beach Community Services District, to order at 1:00 P.M. on the above date, in the Avila Beach Community Services District Building, 100 San Luis Street, Avila Beach, California.

2. ROLL CALL

Board Members Present via Zoom:	Pete Kelley Lynn Helenius
Board Members Present in Person:	Howie Kennett Kristin Berry
Board Members Absent:	Ara Najarian
Staff Present:	Brad Hagemann, General Manager and District Engineer Kristi Dibbern, Accounting
Staff Present via Zoom:	Tim Cary, Legal Counsel Carinna Butler, Fluid Resource Management

3. PUBLIC COMMENTS - No Public Comments.

4. INFORMATION AND DISCUSSION ITEMS

A. County Reports

Sheriff's Report: Lt. Stuart MacDonald reported 31 calls for service this month compared to 29 calls last year at this time. There were: 4 disturbances, 1 assault, no burglaries, 1 theft, 1 suspicious circumstance reported, no phone scams or vandalism. The Sheriff's proactive efforts include 13 enforcements stops, 10 preventative patrol activities and 1 Covid-19 Compliance checks. On February 3rd, a murder suspect wanted in Bakersfield caused a domestic disturbance at the San Luis Bay Inn. Thirty-two patrol units were dispatched to handle the situation, including a helicopter. The suspect and accomplice surrendered without incident.

Cal Fire: Battalion Chief Paul Lee stated that there were 51 calls for service this month, 28 were medically related. Cal Fire started baseline staffing, a decrease from peak fire season. FD has activated COVID POD's for fast tracking vaccine administration. With the current rain received control burns are underway. The Lighthouse burn will be postponed until October or November of 2021. Firehouse grant applications are being accepted, grant applications will be approved based on community betterment and vegetation abatement. Squire Canyon, Cave Landing and The Bob Jones Trail are all on the schedule for vegetation management during April & May 2021.

B. Conferences, Meetings and General Communications.

Directors Kelley, Kennett, Helenius and Berry have all completed the Anti-Harassment Training online this month with Target Solutions. Also the California Special District's Association SLO Chapter is meeting via Zoom on February 12, 2021 at 1:00 P.M. Directors who would like to attend please contact Kristi or Brad.

5. CONSENT ITEMS

Director Helenius made a motion to approve the Consent Items. The motion was seconded by Director Berry and passed with a roll call vote 4-0.

- AYES: Pete Kelley
 Kristin Berry
 Lynn Helenius
 Howie Kennett
- NOES: None
- ABSENT: Ara Najarian

6. DISCUSSION OF PULLED CONSENT ITEMS: None

7. BUSINESS ITEMS:

A. Mid-Year Budget Review

GM Hagemann summarized highlights of the Mid-Year Budget stating that the District is in good financial standing. Tax revenues are up this year and overall, the District is at 55% of expected income and 57% of expenditures. As noted in the General Manager's Report, the County recently estimated that FY 2020/21 tax revenue will be \$713,000. This is an increase of \$13,000 from the approved budget amount of \$700,000. The two biggest income sources, Operating Revenue and County Taxes are slightly above the 50% benchmark. Staff anticipates year-end expenses will come in at about 95% - 100% of the budgeted amounts. No action was required on this item.

B. Preliminary Will Serve for Keese Project at 208 Front Street, APN 076-222-025

GM Hagemann summarized the staff report and noted the applicants are requesting a Will Serve for new construction of 2- single family residential units on a single lot. Proposed unit A is 1,950 sf and includes 4 bedrooms; Unit B is also 1,950 sf and includes 5 bedrooms. The District has water and sewer capacity to serve the project. Director Helenius made a motion to approve the will serve. It was seconded by Director Berry and passed with a roll call vote 4-0.

- AYES: Lynn Helenius
 Kristin Berry
 Howie Kennett
 Pete Kelley

NOES: None
ABSENT: Ara Najarian

C. Annual Review of District By-Laws

Tim Cary, Legal Counsel reviewed the District By-Laws with the Board point by point. The Board agreed to approve the changes made by Legal Counsel.

Director Berry made a motion to approve the District By-Laws with changes suggested by Legal Counsel, as well as, delete the reference for use of a “podium” when the public is speaking. It was seconded by Director Kennett and it passed with a roll call vote 4-0.

AYES: Kristin Berry
Howie Kennett
Lynn Helenius
Pete Kelley

NOES: None
ABSENT: Ara Najarian

COMMUNICATIONS/CORRESPONDENCE.

ADJOURNMENT: The meeting was adjourned at 2:35 P.M.

The next regular meeting of the Avila Beach Community Services District is scheduled for Tuesday, March 9th, 2020 at 1:00 PM at 100 San Luis Street, Avila Beach.

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


Respectfully submitted,

Brad Hagemann, PE
General Manager

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

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: April 13th, 2021

SUBJECT: Monthly Financial Review for February & March

Recommendation:

Receive and file report.

Overall Monthly Summary

During the month of February, the District deposited \$81,920.15 and incurred \$51,293.85 in expenses (cash basis). Income included \$17,138.51 in County tax income and \$64,126.32 in monthly water and sewer fees.

During the month of March, the District deposited \$133,539.93 and incurred \$95,578.28 in expenses (cash basis). Income included \$61,565.83 in County Taxes and \$71,149.35 in monthly water and sewer fees.

Detailed financial reports including a Balance Sheets, Deposits by Fund, Checks by Fund and Profit and Loss Sheets are provided for your information for the month of February & March

Utility Service Billing

The District billed approximately \$63,147.40 in water and sewer service charges in February. Customer Rate Assistance reduced billing charges to the District in the amount of \$978.92.

In March, the District billed \$70,134.51 in water and sewer service charges. Customer Rate Assistance reduced billing charges in the amount of \$988.94.

Operation and Maintenance

The February & March statements for FRM (Fluid Resource Management) are attached.

Avila Beach Community Services District
Balance Sheet
As of February 28, 2021

	<u>Feb 28, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash Summary	
1005 · Customer Cash	60.00
1008 · Petty Cash	88.02
1010 · Pacific Premier Checking	1,288,710.49
1050 · LAIF	<u>3,124,540.39</u>
Total 1000 · Cash Summary	<u>4,413,398.90</u>
Total Checking/Savings	<u>4,413,398.90</u>
Accounts Receivable	
1200 · *Accounts Receivable	<u>32,096.00</u>
Total Accounts Receivable	<u>32,096.00</u>
Other Current Assets	
1250 · Receivables	
1255 · Interest Receivable	11,317.42
1270 · Taxes Receivable	23,892.61
1280 · Water & Sewer Billings	<u>86,298.11</u>
Total 1250 · Receivables	<u>121,508.14</u>
1400 · Prepaid Summary	
1410 · Prepaid Insurance	<u>7,676.00</u>
Total 1400 · Prepaid Summary	<u>7,676.00</u>
Total Other Current Assets	<u>129,184.14</u>
Total Current Assets	<u>4,574,679.04</u>
Fixed Assets	
1600 · Fixed Assets & Acc. Depr.	
1605 · Office Equipment	
1606 · Copier Samsung 2012	8,233.58
1609 · Office Equipment Accum Depr	<u>-8,233.58</u>
Total 1605 · Office Equipment	0.00

Avila Beach Community Services District
Balance Sheet
As of February 28, 2021

	<u>Feb 28, 21</u>
1610 · Fixed Asset -Office & Admin.	
1612 · Office Furniture cost	4,526.21
1614 · Office Furniture Accum Dep.	-4,526.21
	<hr/>
Total 1610 · Fixed Asset -Office & Ad...	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	-545,463.32
	<hr/>
Total 1626 · Collection Assets	773,411.94
1630 · Disposal Equipment	
1631 · Disposal Equip Cost	611,174.66
1632 · Disposal Equip Accum Depr	-376,478.88
	<hr/>
Total 1630 · Disposal Equipment	234,695.78
1634 · Other Equipment	
1634a · Other Equipment Cost	6,973.40
	<hr/>
Total 1634 · Other Equipment	6,973.40
1635 · Treatment Plant	
1636 · Treatment Plant Original	105,000.00
1637 · Treatment Plant Addition	2,049,098.30
1638 · Treatment Plant Accum Dep	-1,248,125.98
	<hr/>
Total 1635 · Treatment Plant	905,972.32
1642 · Treatment Equipment	
1643 · Treatment Equip Cost	1,087,410.54
1644 · Treatment Equip Accum D...	-704,848.55
1642 · Treatment Equipment - Oth...	205,485.61
	<hr/>
Total 1642 · Treatment Equipment	588,047.60
Total 1620 · Fixed Assets - Sanitary	2,569,415.14

Avila Beach Community Services District
Balance Sheet
As of February 28, 2021

	<u>Feb 28, 21</u>
1650 · Fixed Assets - Water	
1652 · Equipment	
1653 · Equipment Cost	21,136.28
1654 · Equipment Accum Depr	-21,136.28
1652 · Equipment - Other	74.79
	<hr/>
Total 1652 · Equipment	74.79
1656 · Distribution Assets	
1657 · Distribution Assets Cost	1,263,996.77
1658 · Dist Assets Accum Depr	-690,947.00
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Total 1656 · Distribution Assets	573,049.77
	<hr/>
Total 1650 · Fixed Assets - Water	573,124.56
1680 · Structures - Fixed Asset	
1681 · Structures GFAAG - Sani & FA	82,207.29
1682 · Gen / Fire Accum Dep	-46,485.99
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Total 1680 · Structures - Fixed Asset	35,721.30
1690 · Construction in Progress	248,213.98
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Total 1600 · Fixed Assets & Acc. Depr.	3,426,474.98
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Total Fixed Assets	3,426,474.98
Other Assets	
1800 · Deferred Outflows of Resources	24,772.00
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Total Other Assets	24,772.00
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TOTAL ASSETS	8,025,926.02
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LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 · Accounts Payable	69,461.88
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Total Accounts Payable	69,461.88

Avila Beach Community Services District
Balance Sheet
As of February 28, 2021

	<u>Feb 28, 21</u>
Other Current Liabilities	
2200 · Payroll Liabilities	
2201 · Accrued Payroll	2,095.00
2260 · Vacation Payable	1,509.41
2262 · Sick Pay Accrued	787.39
	<hr/>
Total 2200 · Payroll Liabilities	4,391.80
2300 · Deposits Held	
2303 · Water Deposits Held	4,610.00
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Total 2300 · Deposits Held	4,610.00
	<hr/>
Total Other Current Liabilities	9,001.80
	<hr/>
Total Current Liabilities	78,463.68
Long Term Liabilities	
2400 · Net Pension Liability	131,246.00
2500 · Deferred Inflows of Resources	7,928.00
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Total Long Term Liabilities	139,174.00
	<hr/>
Total Liabilities	217,637.68
Equity	
3000 · Opening Bal Equity	85,498.07
3900 · Retained Earnings	7,669,685.16
Net Income	53,105.11
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Total Equity	7,808,288.34
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TOTAL LIABILITIES & EQUITY	8,025,926.02
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	<u>Feb 21</u>
Ordinary Income/Expense	
Income	
4000 · Income Summary	
4010 · Operating Revenue	64,126.32
4012 · Solid Waste Franchise Fee	2,105.09
4030 · County Taxes	17,138.51
	<hr/>
Total 4000 · Income Summary	83,369.92
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Total Income	83,369.92
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Gross Profit	83,369.92
Expense	
5100 · Merchant Credit Card Fees	
5110 · Amex	21.60
5120 · Chase Paymentech	125.62
5140 · Invoice Cloud	395.81
	<hr/>
Total 5100 · Merchant Credit Card Fees	543.03
5200 · Payroll Expenses	
5210 · Gross Wages	
5211 · Regular Pay	2,856.64
5012 · Holiday Pay	187.32
5014 · Sick Pay	0.00
5016 · Vacation Pay	0.00
	<hr/>
Total 5210 · Gross Wages	3,043.96
5230 · Payroll Taxes	101.11
5240 · Health & Medical Exp.	
5242 · Health Ins / Other	800.00
	<hr/>
Total 5240 · Health & Medical Exp.	800.00
5250 · PERS Company Pd Expense	
5256 · PERS Co Pd Kristi	252.57
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Total 5250 · PERS Company Pd Expense	252.57
5280 · Payroll Administration & Misc.	104.12
	<hr/>
Total 5200 · Payroll Expenses	4,301.76

	<u>Feb 21</u>
6000 · Administrative Overheads	
6102 · Accounting	240.00
6103 · Accounting Audit	610.00
6120 · Dues & Subscriptions	14.99
6140 · Office Supplies & Postage	
6143 · Supplies, Office	120.70
6140 · Office Supplies & Postage - Other	21.13
	<hr/>
Total 6140 · Office Supplies & Postage	141.83
6150 · Rate Assistance	978.92
6170 · Website	400.00
	<hr/>
Total 6000 · Administrative Overheads	2,385.74
6500 · Operating Expenses	
6503 · Chemicals	3,308.09
6505 · Contract Labor O & M	20,179.64
6506 · Contract Labor GM	2,465.00
6507 · Contract Labor Civil Engineer	6,960.00
6520 · Equipment Repair & Maint.	
6522 · Equip. Rep. & Maint-Avila & HD	1,323.13
6524 · Equip. Rep. & Maint. Avila Only	224.86
	<hr/>
Total 6520 · Equipment Repair & Maint.	1,547.99
6525 · Fat Oil & Grease (FOG)	85.00
6535 · Insurance P/L	1,919.00
6540 · Lab Tests	3,707.00
6542 · Maintenance	255.00
6565 · Regulatory Compliance	631.25
6585 · Telephone / Internet	297.30
6590 · Utilities	3,597.90
	<hr/>
Total 6500 · Operating Expenses	44,953.17
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Total Expense	52,183.70
	<hr/>
Net Ordinary Income	31,186.22

	<u>Feb 21</u>
Other Income/Expense	
Other Expense	
8200 · Non-Operating Expenses	
8230 · Capital Purchases in Prog Sani	
8245 · WWTP Improvement Project	
8245d · WWTP Wallace Group Enginee...	5,867.01
Total 8245 · WWTP Improvement Project	<u>5,867.01</u>
Total 8230 · Capital Purchases in Prog Sani	<u>5,867.01</u>
Total 8200 · Non-Operating Expenses	<u>5,867.01</u>
Total Other Expense	<u>5,867.01</u>
Net Other Income	<u>-5,867.01</u>
Net Income	<u><u>25,319.21</u></u>

Avila Beach Community Services District

Deposits by Fund

February 2021

03/03/21

Type	Date	Memo	Split	Amount	Balance
General / Admin					
Deposit	02/08/2021	TCF FY 21 JAN ME - IMPR # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Prem...	-186.00	-186.00
Deposit	02/16/2021	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25,...	1010 · Pacific Prem...	-2,511.65	-2,697.65
Deposit	02/25/2021	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25,...	1010 · Pacific Prem...	-3,253.73	-5,951.38
Total General / Admin				-5,951.38	-5,951.38
Lights					
Deposit	02/08/2021	TCF FY 21 NOV ME - IMPR # 1 - Gen . 70, Water .25, Lights	1010 · Pacific Prem...	-13.29	-13.29
Deposit	02/16/2021	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25,...	1010 · Pacific Prem...	-179.40	-192.69
Deposit	02/25/2021	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25,...	1010 · Pacific Prem...	-232.40	-425.09
Total Lights				-425.09	-425.09
Sanitary					
Deposit	02/01/2021	Sani Rec	1010 · Pacific Prem...	-720.34	-720.34
Deposit	02/01/2021	Rate Assistance	1010 · Pacific Prem...	44.49	-675.85
Deposit	02/01/2021	Other 1	1010 · Pacific Prem...	0.00	-675.85
Deposit	02/01/2021	Other 2	1010 · Pacific Prem...	0.00	-675.85
Deposit	02/02/2021	Sani Rec	1010 · Pacific Prem...	-1,642.27	-2,318.12
Deposit	02/02/2021	Rate Assistance	1010 · Pacific Prem...	39.89	-2,278.23
Deposit	02/02/2021	Other 1	1010 · Pacific Prem...	0.00	-2,278.23
Deposit	02/02/2021	Other 2	1010 · Pacific Prem...	-101.46	-2,379.69
Deposit	02/03/2021	Sani Rec	1010 · Pacific Prem...	-1,069.66	-3,449.35
Deposit	02/03/2021	Rate Assistance	1010 · Pacific Prem...	26.44	-3,422.91
Deposit	02/03/2021	Other 1	1010 · Pacific Prem...	0.00	-3,422.91
Deposit	02/03/2021	Other 2	1010 · Pacific Prem...	-95.00	-3,517.91
Deposit	02/04/2021	Sani Rec	1010 · Pacific Prem...	-406.18	-3,924.09
Deposit	02/04/2021	Rate Assistance	1010 · Pacific Prem...	19.95	-3,904.14
Deposit	02/04/2021	Other 1	1010 · Pacific Prem...	0.00	-3,904.14
Deposit	02/04/2021	Other 2	1010 · Pacific Prem...	0.00	-3,904.14
Deposit	02/04/2021	Community Park Restrooms 12/29/20 - 1/26/21	1010 · Pacific Prem...	-468.98	-4,373.12
Deposit	02/05/2021	Sani Rec	1010 · Pacific Prem...	-294.93	-4,668.05
Deposit	02/05/2021	Rate Assistance	1010 · Pacific Prem...	9.98	-4,658.07
Deposit	02/05/2021	Other 1	1010 · Pacific Prem...	0.00	-4,658.07
Deposit	02/05/2021	Other 2	1010 · Pacific Prem...	-38.38	-4,696.45
Deposit	02/06/2021	Sani Rec	1010 · Pacific Prem...	-36.42	-4,732.87

**Avila Beach Community Services District
Deposits by Fund
February 2021**

03/03/21

Type	Date	Memo	Split	Amount	Balance
Deposit	02/06/2021	Rate Assistance	1010 · Pacific Prem...	7.28	-4,725.59
Deposit	02/06/2021	Other 1	1010 · Pacific Prem...	0.00	-4,725.59
Deposit	02/06/2021	Other 2	1010 · Pacific Prem...	0.00	-4,725.59
Deposit	02/07/2021	Sani Rec	1010 · Pacific Prem...	-72.45	-4,798.04
Deposit	02/07/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-4,798.04
Deposit	02/07/2021	Other 1	1010 · Pacific Prem...	0.00	-4,798.04
Deposit	02/07/2021	Other 2	1010 · Pacific Prem...	0.00	-4,798.04
Deposit	02/08/2021	TCF FY 21 JAN ME - Waste	1010 · Pacific Prem...	-459.11	-5,257.15
Deposit	02/08/2021	Sani Rec	1010 · Pacific Prem...	-2,909.19	-8,166.34
Deposit	02/08/2021	Rate Assistance	1010 · Pacific Prem...	7.28	-8,159.06
Deposit	02/08/2021	Other 1	1010 · Pacific Prem...	950.83	-7,208.23
Deposit	02/08/2021	Other 2	1010 · Pacific Prem...	-177.94	-7,386.17
Deposit	02/09/2021	Sani Rec	1010 · Pacific Prem...	-1,846.75	-9,232.92
Deposit	02/09/2021	Rate Assistance	1010 · Pacific Prem...	21.85	-9,211.07
Deposit	02/09/2021	Other 1	1010 · Pacific Prem...	0.00	-9,211.07
Deposit	02/09/2021	Other 2	1010 · Pacific Prem...	-428.94	-9,640.01
Deposit	02/10/2021	Sani Rec	1010 · Pacific Prem...	-595.58	-10,235.59
Deposit	02/10/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-10,235.59
Deposit	02/10/2021	Other 1	1010 · Pacific Prem...	0.00	-10,235.59
Deposit	02/10/2021	Other 2	1010 · Pacific Prem...	0.00	-10,235.59
Deposit	02/11/2021	Sani Rec	1010 · Pacific Prem...	-795.40	-11,030.99
Deposit	02/11/2021	Rate Assistance	1010 · Pacific Prem...	15.36	-11,015.63
Deposit	02/11/2021	Other 1	1010 · Pacific Prem...	0.00	-11,015.63
Deposit	02/11/2021	Other 2	1010 · Pacific Prem...	-74.68	-11,090.31
Deposit	02/12/2021	Sani Rec	1010 · Pacific Prem...	-226.44	-11,316.75
Deposit	02/12/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-11,316.75
Deposit	02/12/2021	Other 1	1010 · Pacific Prem...	0.00	-11,316.75
Deposit	02/12/2021	Other 2	1010 · Pacific Prem...	0.00	-11,316.75
Deposit	02/13/2021	Sani Rec	1010 · Pacific Prem...	-49.88	-11,366.63
Deposit	02/13/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-11,366.63
Deposit	02/13/2021	Other 1	1010 · Pacific Prem...	0.00	-11,366.63
Deposit	02/13/2021	Other 2	1010 · Pacific Prem...	0.00	-11,366.63
Deposit	02/14/2021	Sani Rec	1010 · Pacific Prem...	-22.96	-11,389.59
Deposit	02/14/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-11,389.59
Deposit	02/14/2021	Other 1	1010 · Pacific Prem...	0.00	-11,389.59
Deposit	02/14/2021	Other 2	1010 · Pacific Prem...	-75.11	-11,464.70

Avila Beach Community Services District
Deposits by Fund
February 2021

03/03/21

Type	Date	Memo	Split	Amount	Balance
Deposit	02/15/2021	Sani Rec	1010 · Pacific Prem...	-586.75	-12,051.45
Deposit	02/15/2021	Rate Assistance	1010 · Pacific Prem...	80.60	-11,970.85
Deposit	02/15/2021	Other 1	1010 · Pacific Prem...	0.00	-11,970.85
Deposit	02/15/2021	Other 2	1010 · Pacific Prem...	0.00	-11,970.85
Deposit	02/16/2021	F:0895 A:0760 - CURR SECURED TAX	1010 · Pacific Prem...	-3,562.45	-15,533.30
Deposit	02/16/2021	Community Park Restrooms 12/29/20 - 1/26/21	1010 · Pacific Prem...	-468.98	-16,002.28
Deposit	02/16/2021	Sani Rec	1010 · Pacific Prem...	-1,546.59	-17,548.87
Deposit	02/16/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-17,548.87
Deposit	02/16/2021	Other 1	1010 · Pacific Prem...	0.00	-17,548.87
Deposit	02/16/2021	Other 2	1010 · Pacific Prem...	-1,724.05	-19,272.92
Deposit	02/16/2021	SLOCo Restrooms booked separately - Comm Park 12/29/20 ...	1010 · Pacific Prem...	468.98	-18,803.94
Deposit	02/17/2021	Sani Rec	1010 · Pacific Prem...	-95.80	-18,899.74
Deposit	02/17/2021	Rate Assistance	1010 · Pacific Prem...	19.15	-18,880.59
Deposit	02/17/2021	Other 1	1010 · Pacific Prem...	0.00	-18,880.59
Deposit	02/17/2021	Other 2	1010 · Pacific Prem...	-133.83	-19,014.42
Deposit	02/18/2021	Sani Rec	1010 · Pacific Prem...	-8,335.31	-27,349.73
Deposit	02/18/2021	Rate Assistance	1010 · Pacific Prem...	26.44	-27,323.29
Deposit	02/18/2021	Other 1	1010 · Pacific Prem...	0.00	-27,323.29
Deposit	02/18/2021	Other 2	1010 · Pacific Prem...	67.60	-27,255.69
Deposit	02/19/2021	Sani Rec	1010 · Pacific Prem...	-256.59	-27,512.28
Deposit	02/19/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-27,512.28
Deposit	02/19/2021	Other 1	1010 · Pacific Prem...	0.00	-27,512.28
Deposit	02/19/2021	Other 2	1010 · Pacific Prem...	0.00	-27,512.28
Deposit	02/21/2021	Sani Rec	1010 · Pacific Prem...	-63.34	-27,575.62
Deposit	02/21/2021	Rate Assistance	1010 · Pacific Prem...	12.67	-27,562.95
Deposit	02/21/2021	Other 1	1010 · Pacific Prem...	0.00	-27,562.95
Deposit	02/21/2021	Other 2	1010 · Pacific Prem...	0.00	-27,562.95
Deposit	02/22/2021	Sani Rec	1010 · Pacific Prem...	-400.62	-27,963.57
Deposit	02/22/2021	Rate Assistance	1010 · Pacific Prem...	29.13	-27,934.44
Deposit	02/22/2021	Other 1	1010 · Pacific Prem...	0.00	-27,934.44
Deposit	02/22/2021	Other 2	1010 · Pacific Prem...	0.00	-27,934.44
Deposit	02/23/2021	Sani Rec	1010 · Pacific Prem...	-49.88	-27,984.32
Deposit	02/23/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-27,984.32
Deposit	02/23/2021	Other 1	1010 · Pacific Prem...	0.00	-27,984.32
Deposit	02/23/2021	Other 2	1010 · Pacific Prem...	-15.09	-27,999.41
Deposit	02/24/2021	Sani Rec	1010 · Pacific Prem...	-964.58	-28,963.99

Avila Beach Community Services District
Deposits by Fund
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Type	Date	Memo	Split	Amount	Balance
Deposit	02/24/2021	Rate Assistance	1010 · Pacific Prem...	36.10	-28,927.89
Deposit	02/24/2021	Other 1	1010 · Pacific Prem...	0.00	-28,927.89
Deposit	02/24/2021	Other 2	1010 · Pacific Prem...	61.18	-28,866.71
Deposit	02/25/2021	Sani Rec	1010 · Pacific Prem...	-1,598.98	-30,465.69
Deposit	02/25/2021	Rate Assistance	1010 · Pacific Prem...	19.96	-30,445.73
Deposit	02/25/2021	Other 1	1010 · Pacific Prem...	0.00	-30,445.73
Deposit	02/25/2021	Other 2	1010 · Pacific Prem...	-432.94	-30,878.67
Deposit	02/25/2021	F:0895 A:0760 - CURR SECURED TAX	1010 · Pacific Prem...	-4,614.98	-35,493.65
Deposit	02/26/2021	Sani Rec	1010 · Pacific Prem...	-367.80	-35,861.45
Deposit	02/26/2021	Rate Assistance	1010 · Pacific Prem...	33.65	-35,827.80
Deposit	02/26/2021	Other 1	1010 · Pacific Prem...	0.00	-35,827.80
Deposit	02/26/2021	Other 2	1010 · Pacific Prem...	0.00	-35,827.80
Deposit	02/27/2021	Sani Rec	1010 · Pacific Prem...	-212.98	-36,040.78
Deposit	02/27/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-36,040.78
Deposit	02/27/2021	Other 1	1010 · Pacific Prem...	0.00	-36,040.78
Deposit	02/27/2021	Other 2	1010 · Pacific Prem...	0.00	-36,040.78
Deposit	02/28/2021	\$ 806.31 BALANCE ADJ CCs	1010 · Pacific Prem...	-403.15	-36,443.93
Total Sanitary				-36,443.93	-36,443.93
Solid Waste					
Deposit	02/25/2021	Waste Connections Franchise Fee SW	1010 · Pacific Prem...	-2,105.09	-2,105.09
Total Solid Waste				-2,105.09	-2,105.09
Water					
Deposit	02/01/2021	Water Rec	1010 · Pacific Prem...	-679.21	-679.21
Deposit	02/01/2021	Rate Assistance	1010 · Pacific Prem...	58.43	-620.78
Deposit	02/01/2021	Other 1	1010 · Pacific Prem...	0.00	-620.78
Deposit	02/01/2021	Other 2	1010 · Pacific Prem...	0.00	-620.78
Deposit	02/02/2021	Water Rec	1010 · Pacific Prem...	-2,944.24	-3,565.02
Deposit	02/02/2021	Rate Assistance	1010 · Pacific Prem...	51.08	-3,513.94
Deposit	02/02/2021	Other 1	1010 · Pacific Prem...	0.00	-3,513.94
Deposit	02/02/2021	Other 2	1010 · Pacific Prem...	0.00	-3,513.94
Deposit	02/03/2021	Water Rec	1010 · Pacific Prem...	-984.89	-4,498.83
Deposit	02/03/2021	Rate Assistance	1010 · Pacific Prem...	43.99	-4,454.84
Deposit	02/03/2021	Other 1	1010 · Pacific Prem...	0.00	-4,454.84

Avila Beach Community Services District
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Type	Date	Memo	Split	Amount	Balance
Deposit	02/03/2021	Other 2	1010 · Pacific Prem...	0.00	-4,454.84
Deposit	02/04/2021	Water Rec	1010 · Pacific Prem...	-411.52	-4,866.36
Deposit	02/04/2021	Rate Assistance	1010 · Pacific Prem...	24.02	-4,842.34
Deposit	02/04/2021	Other 1	1010 · Pacific Prem...	0.00	-4,842.34
Deposit	02/04/2021	Other 2	1010 · Pacific Prem...	0.00	-4,842.34
Deposit	02/04/2021	San Juan Irrigation 12/29/20 - 1/26/21	1010 · Pacific Prem...	-838.35	-5,680.69
Deposit	02/04/2021	Community Park Restrooms 12/29/20 - 1/26/21	1010 · Pacific Prem...	-336.54	-6,017.23
Deposit	02/05/2021	Water Rec	1010 · Pacific Prem...	-294.10	-6,311.33
Deposit	02/05/2021	Rate Assistance	1010 · Pacific Prem...	12.01	-6,299.32
Deposit	02/05/2021	Other 1	1010 · Pacific Prem...	0.00	-6,299.32
Deposit	02/05/2021	Other 2	1010 · Pacific Prem...	0.00	-6,299.32
Deposit	02/06/2021	Water Rec	1010 · Pacific Prem...	-92.06	-6,391.38
Deposit	02/06/2021	Rate Assistance	1010 · Pacific Prem...	11.20	-6,380.18
Deposit	02/06/2021	Other 1	1010 · Pacific Prem...	0.00	-6,380.18
Deposit	02/06/2021	Other 2	1010 · Pacific Prem...	0.00	-6,380.18
Deposit	02/07/2021	Water Rec	1010 · Pacific Prem...	-111.96	-6,492.14
Deposit	02/07/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-6,492.14
Deposit	02/07/2021	Other 1	1010 · Pacific Prem...	0.00	-6,492.14
Deposit	02/07/2021	Other 2	1010 · Pacific Prem...	0.00	-6,492.14
Deposit	02/08/2021	TCF FY 21 NOV ME - IMPR # 1 - Gen . 70, Water .25, Lights	1010 · Pacific Prem...	-66.43	-6,558.57
Deposit	02/08/2021	Water Rec	1010 · Pacific Prem...	-6,531.90	-13,090.47
Deposit	02/08/2021	Rate Assistance	1010 · Pacific Prem...	11.20	-13,079.27
Deposit	02/08/2021	Other 1	1010 · Pacific Prem...	950.84	-12,128.43
Deposit	02/08/2021	Other 2	1010 · Pacific Prem...	0.00	-12,128.43
Deposit	02/09/2021	Water Rec	1010 · Pacific Prem...	-2,067.84	-14,196.27
Deposit	02/09/2021	Rate Assistance	1010 · Pacific Prem...	33.60	-14,162.67
Deposit	02/09/2021	Other 1	1010 · Pacific Prem...	0.00	-14,162.67
Deposit	02/09/2021	Other 2	1010 · Pacific Prem...	0.00	-14,162.67
Deposit	02/10/2021	Water Rec	1010 · Pacific Prem...	-674.37	-14,837.04
Deposit	02/10/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-14,837.04
Deposit	02/10/2021	Other 1	1010 · Pacific Prem...	0.00	-14,837.04
Deposit	02/10/2021	Other 2	1010 · Pacific Prem...	0.00	-14,837.04
Deposit	02/11/2021	Water Rec	1010 · Pacific Prem...	-2,263.26	-17,100.30
Deposit	02/11/2021	Rate Assistance	1010 · Pacific Prem...	13.63	-17,086.67
Deposit	02/11/2021	Other 1	1010 · Pacific Prem...	0.00	-17,086.67
Deposit	02/11/2021	Other 2	1010 · Pacific Prem...	0.00	-17,086.67

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Type	Date	Memo	Split	Amount	Balance
Deposit	02/12/2021	Water Rec	1010 · Pacific Prem...	-278.70	-17,365.37
Deposit	02/12/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-17,365.37
Deposit	02/12/2021	Other 1	1010 · Pacific Prem...	0.00	-17,365.37
Deposit	02/12/2021	Other 2	1010 · Pacific Prem...	0.00	-17,365.37
Deposit	02/13/2021	Water Rec	1010 · Pacific Prem...	-60.03	-17,425.40
Deposit	02/13/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-17,425.40
Deposit	02/13/2021	Other 1	1010 · Pacific Prem...	0.00	-17,425.40
Deposit	02/13/2021	Other 2	1010 · Pacific Prem...	0.00	-17,425.40
Deposit	02/14/2021	Water Rec	1010 · Pacific Prem...	-51.93	-17,477.33
Deposit	02/14/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-17,477.33
Deposit	02/14/2021	Other 1	1010 · Pacific Prem...	0.00	-17,477.33
Deposit	02/14/2021	Other 2	1010 · Pacific Prem...	0.00	-17,477.33
Deposit	02/15/2021	Water Rec	1010 · Pacific Prem...	-262.74	-17,740.07
Deposit	02/15/2021	Rate Assistance	1010 · Pacific Prem...	88.83	-17,651.24
Deposit	02/15/2021	Other 1	1010 · Pacific Prem...	0.00	-17,651.24
Deposit	02/15/2021	Other 2	1010 · Pacific Prem...	0.00	-17,651.24
Deposit	02/16/2021	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25,...	1010 · Pacific Prem...	-897.02	-18,548.26
Deposit	02/16/2021	San Juan Irrigation 12/29/20 - 1/26/21	1010 · Pacific Prem...	-838.35	-19,386.61
Deposit	02/16/2021	Community Park Restrooms 12/29/20 - 1/26/21	1010 · Pacific Prem...	-336.54	-19,723.15
Deposit	02/16/2021	Water Rec	1010 · Pacific Prem...	-2,222.62	-21,945.77
Deposit	02/16/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-21,945.77
Deposit	02/16/2021	Other 1	1010 · Pacific Prem...	0.00	-21,945.77
Deposit	02/16/2021	Other 2	1010 · Pacific Prem...	0.00	-21,945.77
Deposit	02/16/2021	SLOCo Restrooms booked separately - San Juan Park Irrigati...	1010 · Pacific Prem...	838.35	-21,107.42
Deposit	02/16/2021	SLOCo Restrooms booked separately - Comm Park 12/29/20 ...	1010 · Pacific Prem...	336.54	-20,770.88
Deposit	02/17/2021	Water Rec	1010 · Pacific Prem...	-237.81	-21,008.69
Deposit	02/17/2021	Rate Assistance	1010 · Pacific Prem...	32.79	-20,975.90
Deposit	02/17/2021	Other 1	1010 · Pacific Prem...	0.00	-20,975.90
Deposit	02/17/2021	Other 2	1010 · Pacific Prem...	0.00	-20,975.90
Deposit	02/18/2021	Water Rec	1010 · Pacific Prem...	-10,243.61	-31,219.51
Deposit	02/18/2021	Rate Assistance	1010 · Pacific Prem...	43.99	-31,175.52
Deposit	02/18/2021	Other 1	1010 · Pacific Prem...	0.00	-31,175.52
Deposit	02/18/2021	Other 2	1010 · Pacific Prem...	0.00	-31,175.52
Deposit	02/19/2021	Water Rec	1010 · Pacific Prem...	-311.34	-31,486.86
Deposit	02/19/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-31,486.86
Deposit	02/19/2021	Other 1	1010 · Pacific Prem...	0.00	-31,486.86

Avila Beach Community Services District
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Type	Date	Memo	Split	Amount	Balance
Deposit	02/19/2021	Other 2	1010 · Pacific Prem...	0.00	-31,486.86
Deposit	02/21/2021	Water Rec	1010 · Pacific Prem...	-64.08	-31,550.94
Deposit	02/21/2021	Rate Assistance	1010 · Pacific Prem...	12.82	-31,538.12
Deposit	02/21/2021	Other 1	1010 · Pacific Prem...	0.00	-31,538.12
Deposit	02/21/2021	Other 2	1010 · Pacific Prem...	0.00	-31,538.12
Deposit	02/22/2021	Water Rec	1010 · Pacific Prem...	-1,035.21	-32,573.33
Deposit	02/22/2021	Rate Assistance	1010 · Pacific Prem...	44.80	-32,528.53
Deposit	02/22/2021	Other 1	1010 · Pacific Prem...	0.00	-32,528.53
Deposit	02/22/2021	Other 2	1010 · Pacific Prem...	0.00	-32,528.53
Deposit	02/23/2021	Water Rec	1010 · Pacific Prem...	-60.03	-32,588.56
Deposit	02/23/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-32,588.56
Deposit	02/23/2021	Other 1	1010 · Pacific Prem...	0.00	-32,588.56
Deposit	02/23/2021	Other 2	1010 · Pacific Prem...	0.00	-32,588.56
Deposit	02/24/2021	Water Rec	1010 · Pacific Prem...	-1,146.51	-33,735.07
Deposit	02/24/2021	Rate Assistance	1010 · Pacific Prem...	31.92	-33,703.15
Deposit	02/24/2021	Other 1	1010 · Pacific Prem...	0.00	-33,703.15
Deposit	02/24/2021	Other 2	1010 · Pacific Prem...	0.00	-33,703.15
Deposit	02/25/2021	Water Rec	1010 · Pacific Prem...	-1,105.42	-34,808.57
Deposit	02/25/2021	Rate Assistance	1010 · Pacific Prem...	24.02	-34,784.55
Deposit	02/25/2021	Other 1	1010 · Pacific Prem...	0.00	-34,784.55
Deposit	02/25/2021	Other 2	1010 · Pacific Prem...	0.00	-34,784.55
Deposit	02/25/2021	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25,...	1010 · Pacific Prem...	-1,162.05	-35,946.60
Deposit	02/26/2021	Water Rec	1010 · Pacific Prem...	-455.47	-36,402.07
Deposit	02/26/2021	Rate Assistance	1010 · Pacific Prem...	28.56	-36,373.51
Deposit	02/26/2021	Other 1	1010 · Pacific Prem...	0.00	-36,373.51
Deposit	02/26/2021	Other 2	1010 · Pacific Prem...	0.00	-36,373.51
Deposit	02/27/2021	Water Rec	1010 · Pacific Prem...	-217.99	-36,591.50
Deposit	02/27/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-36,591.50
Deposit	02/27/2021	Other 1	1010 · Pacific Prem...	0.00	-36,591.50
Deposit	02/27/2021	Other 2	1010 · Pacific Prem...	0.00	-36,591.50
Deposit	02/28/2021	\$ 806.31 BALANCE ADJ CCs	1010 · Pacific Prem...	-403.16	-36,994.66
Total Water				-36,994.66	-36,994.66
TOTAL				-81,920.15	-81,920.15

Avila Beach Community Services District
Checks by Fund w/Accounts
 February 2021

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Type	Date	Num	Name	Memo	Account	Amount	Balance
General / Admin							
Check	02/01/2021	EFT	Digital Deployment	monthly ABCSD Streamline	6170 · Website	200.00	200.00
Check	02/02/2021	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymentech	14.78	214.78
Check	02/03/2021	2889	Hagemann & Associates	Jan 17th - Jan 30th, 2021 General Manager Inv. 11...	6506 · Contract Labor GM	1,160.00	1,374.78
Check	02/03/2021	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymentech	23.43	1,398.21
Check	02/05/2021	EFT	Adobe.com		6120 · Dues & Subscriptions	14.99	1,413.20
Check	02/05/2021		U.S. Postal Service		6143 · Supplies, Office	14.00	1,427.20
Check	02/05/2021		American Express Discount	Amex	5110 · Amex	21.60	1,448.80
Check	02/09/2021	2892	Coastline Cleaning Co.	Office Maintenance Inv. 2210 (Jan 2021)	6542 · Maintenance	165.00	1,613.80
Check	02/09/2021	2892	Coastline Cleaning Co.	Exterior Clean Up of Leaves, Sand and Debris Inv. ...	6542 · Maintenance	25.00	1,638.80
Check	02/09/2021	2893	Nikki Engle Bookkeeping	Inv. 2648 1/20/21	6102 · Accounting	240.00	1,878.80
Check	02/09/2021	2896	Fedak & Brown, LLP	State Controller's Report 1/27/21	6103 · Accounting Audit	610.00	2,488.80
Check	02/09/2021		InvoiceCloud	Invoice Cloud merchant fees	5140 · Invoice Cloud	395.81	2,884.61
Check	02/10/2021	EFT	Cal Tec Computers	computer repairs	6524 · Equip. Rep. & Maint. A...	40.00	2,924.61
Check	02/10/2021		Amazon		6143 · Supplies, Office	35.48	2,960.09
Check	02/10/2021		Paymenttech	merchant cc fees	5120 · Chase Paymentech	11.00	2,971.09
Check	02/16/2021	2897	Hegemann & Associates	General Manger Contract Labor	6506 · Contract Labor GM	1,305.00	4,276.09
Check	02/16/2021		Amazon		6143 · Supplies, Office	6.44	4,282.53
Check	02/16/2021		Paymenttech	merchant cc fees	5120 · Chase Paymentech	14.25	4,296.78
Check	02/18/2021	EFT	Brezden Pest		6542 · Maintenance	65.00	4,361.78
Check	02/22/2021		Paymenttech	merchant cc fees	5120 · Chase Paymentech	13.74	4,375.52
Check	02/22/2021	EFT	PG&E	100 San Luis St.	6590 · Utilities	182.10	4,557.62
Check	02/23/2021		Paymenttech	merchant cc fees	5120 · Chase Paymentech	48.42	4,606.04
Check	02/24/2021		Staples		6143 · Supplies, Office	51.78	4,657.82
Check	02/25/2021		U.S. Postal Service	stamps	6585 · Telephone / Internet	13.00	4,670.82
Check	02/25/2021	EFT	Spectrum	Acct #: 8245100980033571	6140 · Office Supplies & Pos...	214.95	4,885.77
Check	02/25/2021		The UPS Store		6140 · Office Supplies & Pos...	21.13	4,906.90
Check	02/25/2021	EFT	Public Employees Retirement System	Kristi 2/1 - 2/15/21	2250 · PERS Liability	205.86	5,112.76
Check	02/25/2021	EFT	Public Employees Retirement System	Kristi 2/1 - 2/15/21	5256 · PERS Co Pd Kristi	33.64	5,146.40
Check	02/25/2021	EFT	Public Employees Retirement System	Kristi 2/16 - 2/28/21	2250 · PERS Liability	174.64	5,321.04
Check	02/25/2021	EFT	Public Employees Retirement System	Kristi 2/16 - 2/28/21	5256 · PERS Co Pd Kristi	28.68	5,349.72
Check	02/28/2021	EFT	Digital Deployment	monthly ABCSD Streamline	6170 · Website	200.00	5,549.72
Total General / Admin						5,549.72	5,549.72
Lights							
Check	02/01/2021	EFT	PG&E	Town Lights acct # 0690976984-3	6590 · Utilities	408.57	408.57
Check	02/01/2021	EFT	PG&E	Colony Lights acct # 5992155362-0	6590 · Utilities	101.35	509.92
Check	02/22/2021	EFT	PG&E	Front St. Lights acct# 5796765606-7	6590 · Utilities	361.74	871.66
Total Lights						871.66	871.66

Avila Beach Community Services District
Checks by Fund w/Accounts
 February 2021

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Type	Date	Num	Name	Memo	Account	Amount	Balance
Sanitary							
Check	02/01/2021	2887	Miners Ace Hardware	Acct: 126380 1/31/21	6524 · Equip. Rep. & Maint. A...	184.86	184.86
Check	02/01/2021	2888	Brenntag Pacific, Inc.	Inv.3218819 BPI 114502 1/21/21	6503 · Chemicals	966.14	1,151.00
Check	02/02/2021	EFT	South County Sanitary Service	Acct. Number 4120-3104357 2 Yd Dumpster	6590 · Utilities	134.96	1,285.96
Check	02/03/2021	2889	Hagemann & Associates	Contract Labor Sanitary System	6507 · Contract Labor Civil E...	2,175.00	3,460.96
Check	02/09/2021	2890	Fluid Resource Management, Inc.	Jan 2020 Ops. Sanitary Inv. F20399	6505 · Contract Labor O & M	15,136.72	18,597.68
Check	02/09/2021	2890	Fluid Resource Management, Inc.	W19852 SSMP Update Reg. Compliance	6565 · Regulatory Compliance	631.25	19,228.93
Check	02/09/2021	2890	Fluid Resource Management, Inc.	W20282 Sec Sec #2 Shear Pin Break	6522 · Equip. Rep. & Maint...	1,323.13	20,552.06
Check	02/09/2021	2891	Brenntag Pacific, Inc.	Inv. BPI 116437 1.28.21	6503 · Chemicals	1,093.26	21,645.32
Check	02/09/2021	2891	Brenntag Pacific, Inc.	Inv. BPI118387 2.4.2021	6503 · Chemicals	1,248.69	22,894.01
Check	02/09/2021	2894	Wallace Group, Inc.	WWTP Engineering Design Inv. 52571	8245d · WWTP Wallace Gro...	5,867.01	28,761.02
Check	02/09/2021	2894	Wallace Group, Inc.	Fog Program Inv. 52560	6525 · Fat Oil & Grease (FOG)	85.00	28,846.02
Check	02/09/2021	2895	Abalone Coast Analytical, Inc.	Statement 5166 2/3/21	6540 · Lab Tests	3,707.00	32,553.02
Check	02/14/2021	EFT	AT&T	acct # 287272916182 tablet 805 234-1720	6585 · Telephone / Internet	23.50	32,576.52
Check	02/16/2021	EFT	AT&T	acct # x 0885 internet	6585 · Telephone / Internet	58.85	32,635.37
Check	02/16/2021	2897	Hagemann & Associates	Contractor Sanitary System	6507 · Contract Labor Civil E...	870.00	33,505.37
Check	02/22/2021	EFT	PG&E	3rd & San Fran St. pump	6590 · Utilities	2,164.25	35,669.62
Check	02/22/2021	EFT	PG&E	Lift Station acct# 6338432238-2	6590 · Utilities	92.38	35,762.00
Total Sanitary						35,762.00	35,762.00
Water							
Check	02/03/2021	2889	Hagemann & Associates	Contract Labor Water System	6507 · Contract Labor Civil E...	1,305.00	1,305.00
Check	02/09/2021	2890	Fluid Resource Management, Inc.	Jan 2020 Ops. Water Inv. F20399	6505 · Contract Labor O & M	5,042.92	6,347.92
Check	02/16/2021	2897	Hagemann & Associates	Contract Water System	6507 · Contract Labor Civil E...	2,610.00	8,957.92
Check	02/22/2021	EFT	PG&E	1717 Cave Landing Rd.	6590 · Utilities	152.55	9,110.47
Total Water						9,110.47	9,110.47
TOTAL						51,293.85	51,293.85



FLUID RESOURCE MANAGEMENT

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

Statement

Date
2/28/21

Phone # 805.597.7100 Fax # 805.597.7171

California Certified Small Business #1120142
--

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

Amount Due	Amount Enc.
\$36,810.03	

Date	Transaction	Amount	Balance
02/28/21	348F11001 Monthly OPS/Maint- INV #F20516. Orig. Amount \$20,179.64.	20,179.64	20,179.64
02/19/21	348F11001 Monthly OPS/Maint:348FW11001 Water:348AW17001 Add Services water- INV #A20450. Orig. Amount \$21.28.	21.28	20,200.92
06/24/20 08/07/20	W19552 First Street Lift Station Pumps, S- INV #W19552. Orig. Amount \$549.50. PMT #2743.	6.50 -6.50	20,207.42 20,200.92
02/24/21	W19701 Air Scrubber Replacement Electrica- INV #W19701. Orig. Amount \$1,448.50.	1,448.50	21,649.42
02/24/21	W19873 Chem Tank Light and Switch Replace- INV #W19873. Orig. Amount \$235.50.	235.50	21,884.92
01/31/21	W20048 Potable Tank Flowmeter- INV #W20048. Orig. Amount \$8,088.45.	8,088.45	29,973.37
02/25/21	W20176 SCADA Issues- INV #W20176. Orig. Amount \$1,238.18.	1,238.18	31,211.55
02/25/21	W20197 Leak at 231 San Luis Parkway- INV #W20197. Orig. Amount \$329.18.	329.18	31,540.73
02/25/21	W20218 Water Meter Relocations- INV #W20218. Orig. Amount \$4,610.94.	4,610.94	36,151.67

CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
36,810.03	0.00	0.00	0.00	0.00	\$36,810.03



FLUID RESOURCE MANAGEMENT

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

Statement

Date
2/28/21

Phone # 805.597.7100 Fax # 805.597.7171

California Certified Small Business #1120142

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

Amount Due	Amount Enc.
\$36,810.03	

Date	Transaction	Amount	Balance		
02/25/21	W20231 High Tank Level Alarm- INV #W20231. Orig. Amount \$329.18.	329.18	36,480.85		
02/25/21	W20252 DAQConnect Fail- INV #W20252. Orig. Amount \$329.18.	329.18	36,810.03		
CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
36,810.03	0.00	0.00	0.00	0.00	\$36,810.03

Avila Beach Community Services District
Balance Sheet
As of March 31, 2021

	<u>Mar 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash Summary	
1008 · Petty Cash	82.83
1010 · Pacific Premier Checking	572,269.53
1050 · LAIF	<u>3,874,540.39</u>
Total 1000 · Cash Summary	<u>4,446,892.75</u>
Total Checking/Savings	4,446,892.75
Accounts Receivable	
1200 · *Accounts Receivable	<u>52,322.45</u>
Total Accounts Receivable	52,322.45
Other Current Assets	
1250 · Receivables	
1255 · Interest Receivable	11,317.42
1270 · Taxes Receivable	23,892.61
1280 · Water & Sewer Billings	<u>87,374.82</u>
Total 1250 · Receivables	122,584.85
1400 · Prepaid Summary	
1410 · Prepaid Insurance	<u>5,757.00</u>
Total 1400 · Prepaid Summary	<u>5,757.00</u>
Total Other Current Assets	<u>128,341.85</u>
Total Current Assets	4,627,557.05
Fixed Assets	
1600 · Fixed Assets & Acc. Depr.	
1605 · Office Equipment	
1606 · Copier Samsung 2012	8,233.58
1609 · Office Equipment Accum Depr	<u>-8,233.58</u>
Total 1605 · Office Equipment	0.00
1610 · Fixed Asset -Office & Admin.	
1612 · Office Furniture cost	4,526.21
1614 · Office Furniture Accum Dep.	<u>-4,526.21</u>
Total 1610 · Fixed Asset -Office & Ad...	0.00

Avila Beach Community Services District
Balance Sheet
As of March 31, 2021

	<u>Mar 31, 21</u>
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	<u>-545,463.32</u>
Total 1626 · Collection Assets	773,411.94
1630 · Disposal Equipment	
1631 · Disposal Equip Cost	611,174.66
1632 · Disposal Equip Accum Depr	<u>-376,478.88</u>
Total 1630 · Disposal Equipment	234,695.78
1634 · Other Equipment	
1634a · Other Equipment Cost	<u>6,973.40</u>
Total 1634 · Other Equipment	6,973.40
1635 · Treatment Plant	
1636 · Treatment Plant Original	105,000.00
1637 · Treatment Plant Addition	2,049,098.30
1638 · Treatment Plant Accum Dep	<u>-1,248,125.98</u>
Total 1635 · Treatment Plant	905,972.32
1642 · Treatment Equipment	
1643 · Treatment Equip Cost	1,087,410.54
1644 · Treatment Equip Accum D...	-704,848.55
1642 · Treatment Equipment - Oth...	<u>205,485.61</u>
Total 1642 · Treatment Equipment	<u>588,047.60</u>
Total 1620 · Fixed Assets - Sanitary	2,569,415.14
1650 · Fixed Assets - Water	
1652 · Equipment	
1653 · Equipment Cost	21,136.28
1654 · Equipment Accum Depr	-21,136.28
1652 · Equipment - Other	<u>74.79</u>
Total 1652 · Equipment	74.79

Avila Beach Community Services District
Balance Sheet
As of March 31, 2021

	<u>Mar 31, 21</u>
1656 · Distribution Assets	
1657 · Distribution Assets Cost	1,263,996.77
1658 · Dist Assets Accum Depr	<u>-690,947.00</u>
Total 1656 · Distribution Assets	<u>573,049.77</u>
Total 1650 · Fixed Assets - Water	573,124.56
1680 · Structures - Fixed Asset	
1681 · Structures GFAAG - Sani & FA	82,207.29
1682 · Gen / Fire Accum Dep	<u>-46,485.99</u>
Total 1680 · Structures - Fixed Asset	35,721.30
1690 · Construction in Progress	<u>248,213.98</u>
Total 1600 · Fixed Assets & Acc. Depr.	<u>3,426,474.98</u>
Total Fixed Assets	3,426,474.98
Other Assets	
1800 · Deferred Outflows of Resources	<u>24,772.00</u>
Total Other Assets	<u>24,772.00</u>
TOTAL ASSETS	<u><u>8,078,804.03</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 · Accounts Payable	<u>69,461.88</u>
Total Accounts Payable	69,461.88
Other Current Liabilities	
2200 · Payroll Liabilities	
2201 · Accrued Payroll	2,095.00
2260 · Vacation Payable	1,509.41
2262 · Sick Pay Accrued	787.39
2250 · PERS Liability	<u>454.64</u>
Total 2200 · Payroll Liabilities	4,846.44

Avila Beach Community Services District
Balance Sheet
As of March 31, 2021

	<u>Mar 31, 21</u>
2300 · Deposits Held	
2303 · Water Deposits Held	4,610.00
Total 2300 · Deposits Held	<u>4,610.00</u>
Total Other Current Liabilities	<u>9,456.44</u>
Total Current Liabilities	78,918.32
Long Term Liabilities	
2400 · Net Pension Liability	131,246.00
2500 · Deferred Inflows of Resources	7,928.00
Total Long Term Liabilities	<u>139,174.00</u>
Total Liabilities	218,092.32
Equity	
3000 · Opening Bal Equity	85,498.07
3900 · Retained Earnings	7,669,835.26
Net Income	105,378.38
Total Equity	<u>7,860,711.71</u>
TOTAL LIABILITIES & EQUITY	<u><u>8,078,804.03</u></u>

	<u>Mar 21</u>
Ordinary Income/Expense	
Income	
4000 · Income Summary	
4010 · Operating Revenue	71,149.35
4012 · Solid Waste Franchise Fee	1,400.39
4020 · Contract Services-Ambulance	1,089.31
4030 · County Taxes	61,565.83
4050 · Harbor Charges	
4052 · Front Street Lighting	234.45
4053 · WWTP O&M	19,992.00
Total 4050 · Harbor Charges	<u>20,226.45</u>
Total 4000 · Income Summary	<u>155,431.33</u>
Total Income	<u>155,431.33</u>
Gross Profit	<u>155,431.33</u>
Expense	
5100 · Merchant Credit Card Fees	
5110 · Amex	18.90
5120 · Chase Paymentech	140.40
5140 · Invoice Cloud	371.57
Total 5100 · Merchant Credit Card Fees	<u>530.87</u>
5200 · Payroll Expenses	
5210 · Gross Wages	
5211 · Regular Pay	3,543.47
5012 · Holiday Pay	0.00
5014 · Sick Pay	93.66
5016 · Vacation Pay	0.00
Total 5210 · Gross Wages	<u>3,637.13</u>
5230 · Payroll Taxes	64.34
5240 · Health & Medical Exp.	
5242 · Health Ins / Other	800.00
Total 5240 · Health & Medical Exp.	<u>800.00</u>
5250 · PERS Company Pd Expense	
5256 · PERS Co Pd Kristi	227.32
Total 5250 · PERS Company Pd Expense	<u>227.32</u>

Avila Beach Community Services District
Profit & Loss
March 2021

	Mar 21
5280 · Payroll Administration & Misc.	117.12
Total 5200 · Payroll Expenses	4,845.91
6000 · Administrative Overheads	
6102 · Accounting	1,710.00
6120 · Dues & Subscriptions	1,254.99
6135 · Legal	6,239.00
6140 · Office Supplies & Postage	
6142 · Postage & Shipping	308.38
6143 · Supplies, Office	206.26
Total 6140 · Office Supplies & Postage	514.64
6145 · Public Notices	417.04
6150 · Rate Assistance	988.94
6170 · Website	200.00
Total 6000 · Administrative Overheads	11,324.61
6500 · Operating Expenses	
6503 · Chemicals	6,300.38
6505 · Contract Labor O & M	20,179.64
6506 · Contract Labor GM	6,815.00
6507 · Contract Labor Civil Engineer	6,235.00
6520 · Equipment Repair & Maint.	
6522 · Equip. Rep. & Maint-Avila & HD	7,674.26
6524 · Equip. Rep. & Maint. Avila Only	299.62
6520 · Equipment Repair & Maint. - Other	8,417.63
Total 6520 · Equipment Repair & Maint.	16,391.51
6530 · Generator Maintenance	1,565.68
6535 · Insurance P/L	1,919.00
6540 · Lab Tests	3,277.70
6542 · Maintenance	255.00
6550 · Operating Supplies	63.46
6555 · Permits & Fees	71.90
6580 · Solids Handling	4,536.00
6585 · Telephone / Internet	668.44
6590 · Utilities	3,765.03
Total 6500 · Operating Expenses	72,043.74
Total Expense	88,745.13
Net Ordinary Income	66,686.20

	<u>Mar 21</u>
Other Income/Expense	
Other Expense	
8200 · Non-Operating Expenses	
8230 · Capital Purchases in Prog Sani	
8245 · WWTP Improvement Project	
8245d · WWTP Wallace Group Enginee...	<u>9,798.00</u>
Total 8245 · WWTP Improvement Project	<u>9,798.00</u>
Total 8230 · Capital Purchases in Prog Sani	9,798.00
8270 · Capital Purchases in Prog Water	
8272 · W-2 Water System Valve/ Meter	<u>4,610.94</u>
Total 8270 · Capital Purchases in Prog Wat...	<u>4,610.94</u>
Total 8200 · Non-Operating Expenses	<u>14,408.94</u>
Total Other Expense	<u>14,408.94</u>
Net Other Income	<u>-14,408.94</u>
Net Income	<u><u>52,277.26</u></u>

**Avila Beach Community Services District
Deposits by Fund
March 2021**

04/07/21

Type	Date	Memo	Split	Amount	Balance
General / Admin					
Deposit	03/08/2021	TCF FY 21 FEB ME - IMPR # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier...	-7,709.84	-7,709.84
Deposit	03/09/2021	S L Ambulance Contract Services	1010 · Pacific Premier...	-1,089.31	-8,799.15
Deposit	03/15/2021	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights ...	1010 · Pacific Premier...	-3,315.31	-12,114.46
Deposit	03/19/2021	Pd Cash \$ 105.26 Daniel Manuel \$ 57.38 James Hannon	1010 · Pacific Premier...	-162.64	-12,277.10
Deposit	03/19/2021	Pd Cash \$ 60 Daniel Manuel	1010 · Pacific Premier...	-60.00	-12,337.10
Deposit	03/29/2021	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights ...	1010 · Pacific Premier...	-10,599.64	-22,936.74
Total General / Admin				-22,936.74	-22,936.74
Lights					
Deposit	03/08/2021	TCF FY 21 FEB ME - IMPR # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier...	-550.70	-550.70
Deposit	03/15/2021	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights ...	1010 · Pacific Premier...	-236.80	-787.50
Deposit	03/29/2021	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights ...	1010 · Pacific Premier...	-757.11	-1,544.61
Total Lights				-1,544.61	-1,544.61
Sanitary					
Deposit	03/01/2021	Sani Rec	1010 · Pacific Premier...	-318.28	-318.28
Deposit	03/01/2021	Rate Assistance	1010 · Pacific Premier...	14.57	-303.71
Deposit	03/01/2021	Other 1	1010 · Pacific Premier...	0.00	-303.71
Deposit	03/01/2021	Other 2	1010 · Pacific Premier...	114.76	-188.95
Deposit	03/02/2021	Sani Rec	1010 · Pacific Premier...	-637.36	-826.31
Deposit	03/02/2021	Rate Assistance	1010 · Pacific Premier...	9.18	-817.13
Deposit	03/02/2021	Other 1	1010 · Pacific Premier...	0.00	-817.13
Deposit	03/02/2021	Other 2	1010 · Pacific Premier...	0.00	-817.13
Deposit	03/03/2021	Sani Rec	1010 · Pacific Premier...	-869.19	-1,686.32
Deposit	03/03/2021	Rate Assistance	1010 · Pacific Premier...	42.59	-1,643.73
Deposit	03/03/2021	Other 1	1010 · Pacific Premier...	0.00	-1,643.73
Deposit	03/03/2021	Other 2	1010 · Pacific Premier...	-3,772.70	-5,416.43
Deposit	03/04/2021	Sani Rec	1010 · Pacific Premier...	0.00	-5,416.43
Deposit	03/04/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-5,416.43
Deposit	03/04/2021	Other 1	1010 · Pacific Premier...	0.00	-5,416.43
Deposit	03/04/2021	Other 2	1010 · Pacific Premier...	-13.52	-5,429.95
Deposit	03/05/2021	Sani Rec	1010 · Pacific Premier...	-606.91	-6,036.86
Deposit	03/05/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-6,036.86
Deposit	03/05/2021	Other 1	1010 · Pacific Premier...	0.00	-6,036.86
Deposit	03/05/2021	Other 2	1010 · Pacific Premier...	0.00	-6,036.86
Deposit	03/06/2021	Sani Rec	1010 · Pacific Premier...	-126.68	-6,163.54
Deposit	03/06/2021	Rate Assistance	1010 · Pacific Premier...	12.67	-6,150.87
Deposit	03/06/2021	Other 1	1010 · Pacific Premier...	0.00	-6,150.87
Deposit	03/06/2021	Other 2	1010 · Pacific Premier...	0.00	-6,150.87

**Avila Beach Community Services District
Deposits by Fund
March 2021**

04/07/21

Type	Date	Memo	Split	Amount	Balance
Deposit	03/07/2021	Sani Rec	1010 · Pacific Premier...	-72.06	-6,222.93
Deposit	03/07/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-6,222.93
Deposit	03/07/2021	Other 1	1010 · Pacific Premier...	0.00	-6,222.93
Deposit	03/07/2021	Other 2	1010 · Pacific Premier...	0.00	-6,222.93
Deposit	03/08/2021	Sani Rec	1010 · Pacific Premier...	-122.72	-6,345.65
Deposit	03/08/2021	Rate Assistance	1010 · Pacific Premier...	12.67	-6,332.98
Deposit	03/08/2021	Other 1	1010 · Pacific Premier...	0.00	-6,332.98
Deposit	03/08/2021	Other 2	1010 · Pacific Premier...	0.00	-6,332.98
Deposit	03/08/2021	TCF FY 21 FEB ME - Waste	1010 · Pacific Premier...	-10,936.76	-17,269.74
Deposit	03/09/2021	Sani Rec	1010 · Pacific Premier...	-4,319.05	-21,588.79
Deposit	03/09/2021	Rate Assistance	1010 · Pacific Premier...	19.95	-21,568.84
Deposit	03/09/2021	Other 1	1010 · Pacific Premier...	0.00	-21,568.84
Deposit	03/09/2021	Other 2	1010 · Pacific Premier...	-4.58	-21,573.42
Deposit	03/10/2021	Sani Rec	1010 · Pacific Premier...	-306.19	-21,879.61
Deposit	03/10/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-21,879.61
Deposit	03/10/2021	Other 1	1010 · Pacific Premier...	0.00	-21,879.61
Deposit	03/10/2021	Other 2	1010 · Pacific Premier...	0.00	-21,879.61
Deposit	03/11/2021	Sani Rec	1010 · Pacific Premier...	0.00	-21,879.61
Deposit	03/11/2021	Rate Assistance	1010 · Pacific Premier...	-3,913.62	-25,793.23
Deposit	03/11/2021	Other 1	1010 · Pacific Premier...	29.12	-25,764.11
Deposit	03/11/2021	Other 2	1010 · Pacific Premier...	0.00	-25,764.11
Deposit	03/11/2021	Adj + .01 B. Price Hula Hut ck # 16739 \$ 468.57	1010 · Pacific Premier...	-75.11	-25,839.22
Deposit	03/11/2021	Sani Rec	1010 · Pacific Premier...	-0.01	-25,839.23
Deposit	03/12/2021	Rate Assistance	1010 · Pacific Premier...	-312.02	-26,151.25
Deposit	03/12/2021	Other 1	1010 · Pacific Premier...	0.00	-26,151.25
Deposit	03/12/2021	Other 2	1010 · Pacific Premier...	0.00	-26,151.25
Deposit	03/13/2021	Sani Rec	1010 · Pacific Premier...	-184.80	-26,336.05
Deposit	03/13/2021	Rate Assistance	1010 · Pacific Premier...	-49.88	-26,385.93
Deposit	03/13/2021	Other 1	1010 · Pacific Premier...	0.00	-26,385.93
Deposit	03/13/2021	Other 2	1010 · Pacific Premier...	0.00	-26,385.93
Deposit	03/14/2021	Sani Rec	1010 · Pacific Premier...	-59.38	-26,445.31
Deposit	03/14/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-26,445.31
Deposit	03/14/2021	Other 1	1010 · Pacific Premier...	0.00	-26,445.31
Deposit	03/14/2021	Other 2	1010 · Pacific Premier...	0.00	-26,445.31
Deposit	03/14/2021	Sani Rec	1010 · Pacific Premier...	-59.38	-26,504.69
Deposit	03/14/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-26,504.69
Deposit	03/14/2021	Other 1	1010 · Pacific Premier...	0.00	-26,504.69
Deposit	03/14/2021	Other 2	1010 · Pacific Premier...	0.00	-26,504.69
Deposit	03/15/2021	Sani Rec	1010 · Pacific Premier...	-2,714.07	-29,218.76
Deposit	03/15/2021	Rate Assistance	1010 · Pacific Premier...	37.21	-29,181.55
Deposit	03/15/2021	Other 1	1010 · Pacific Premier...	0.00	-29,181.55

**Avila Beach Community Services District
Deposits by Fund
March 2021**

04/07/21

Type	Date	Memo	Split	Amount	Balance
Deposit	03/15/2021	Other 2	1010 · Pacific Premier...	980.04	-28,201.51
Deposit	03/15/2021	F:0895 A:0760 - CURR SECURED TAX	1010 · Pacific Premier...	-4,702.32	-32,903.83
Deposit	03/16/2021	Sani Rec	1010 · Pacific Premier...	-1,006.89	-33,910.72
Deposit	03/16/2021	Rate Assistance	1010 · Pacific Premier...	15.36	-33,895.36
Deposit	03/16/2021	Other 1	1010 · Pacific Premier...	0.00	-33,895.36
Deposit	03/16/2021	Other 2	1010 · Pacific Premier...	2.42	-33,892.94
Deposit	03/17/2021	Sani Rec	1010 · Pacific Premier...	-860.67	-34,753.61
Deposit	03/17/2021	Rate Assistance	1010 · Pacific Premier...	7.28	-34,746.33
Deposit	03/17/2021	Other 1	1010 · Pacific Premier...	0.00	-34,746.33
Deposit	03/17/2021	Other 2	1010 · Pacific Premier...	0.00	-34,746.33
Deposit	03/18/2021	Sani Rec	1010 · Pacific Premier...	-7,241.50	-41,987.83
Deposit	03/18/2021	Rate Assistance	1010 · Pacific Premier...	24.54	-41,963.29
Deposit	03/18/2021	Other 1	1010 · Pacific Premier...	0.00	-41,963.29
Deposit	03/18/2021	Other 2	1010 · Pacific Premier...	-43.86	-42,007.15
Deposit	03/19/2021	Sani Rec	1010 · Pacific Premier...	-92.20	-42,099.35
Deposit	03/19/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-42,099.35
Deposit	03/19/2021	Other 1	1010 · Pacific Premier...	0.00	-42,099.35
Deposit	03/19/2021	Other 2	1010 · Pacific Premier...	0.00	-42,099.35
Deposit	03/20/2021	Sani Rec	1010 · Pacific Premier...	0.00	-42,099.35
Deposit	03/20/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-42,099.35
Deposit	03/20/2021	Other 1	1010 · Pacific Premier...	0.00	-42,099.35
Deposit	03/20/2021	Other 2	1010 · Pacific Premier...	0.00	-42,099.35
Deposit	03/21/2021	Sani Rec	1010 · Pacific Premier...	-63.34	-42,162.69
Deposit	03/21/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-42,162.69
Deposit	03/21/2021	Other 1	1010 · Pacific Premier...	0.00	-42,162.69
Deposit	03/21/2021	Other 2	1010 · Pacific Premier...	0.00	-42,162.69
Deposit	03/22/2021	Sani Rec	1010 · Pacific Premier...	-417.57	-42,580.26
Deposit	03/22/2021	Rate Assistance	1010 · Pacific Premier...	26.44	-42,553.82
Deposit	03/22/2021	Other 1	1010 · Pacific Premier...	0.00	-42,553.82
Deposit	03/22/2021	Other 2	1010 · Pacific Premier...	-134.37	-42,688.19
Deposit	03/24/2021	Sani Rec	1010 · Pacific Premier...	-776.02	-43,464.21
Deposit	03/24/2021	Rate Assistance	1010 · Pacific Premier...	44.00	-43,420.21
Deposit	03/24/2021	Other 1	1010 · Pacific Premier...	0.00	-43,420.21
Deposit	03/24/2021	Other 2	1010 · Pacific Premier...	3.24	-43,416.97
Deposit	03/29/2021	Sani Rec	1010 · Pacific Premier...	-579.53	-43,996.50
Deposit	03/29/2021	Rate Assistance	1010 · Pacific Premier...	18.29	-43,978.21
Deposit	03/29/2021	Other 1	1010 · Pacific Premier...	0.00	-43,978.21
Deposit	03/29/2021	Other 2	1010 · Pacific Premier...	0.00	-43,978.21
Deposit	03/29/2021	F:0895 A:0760 - CURR SECURED TAX	1010 · Pacific Premier...	-15,034.20	-59,012.41
Deposit	03/30/2021	Sani Rec	1010 · Pacific Premier...	-729.77	-59,742.18
Deposit	03/30/2021	Rate Assistance	1010 · Pacific Premier...	39.91	-59,702.27

Avila Beach Community Services District
Deposits by Fund
 March 2021

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Type	Date	Memo	Split	Amount	Balance
Deposit	03/30/2021	Other 1	1010 · Pacific Premier...	0.00	-59,702.27
Deposit	03/30/2021	Other 2	1010 · Pacific Premier...	-396.70	-60,098.97
Deposit	03/31/2021	Sani Rec	1010 · Pacific Premier...	-95.80	-60,194.77
Deposit	03/31/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-60,194.77
Deposit	03/31/2021	Other 1	1010 · Pacific Premier...	0.00	-60,194.77
Deposit	03/31/2021	Other 2	1010 · Pacific Premier...	0.00	-60,194.77
Total Sanitary					
				-60,194.77	-60,194.77
Solid Waste					
Deposit	03/24/2021	Waste Connections Franchise Fee SW	1010 · Pacific Premier...	-1,400.39	-1,400.39
Total Solid Waste					
				-1,400.39	-1,400.39
Water					
Deposit	03/01/2021	Water Rec	1010 · Pacific Premier...	-455.94	-455.94
Deposit	03/01/2021	Rate Assistance	1010 · Pacific Premier...	22.40	-433.54
Deposit	03/01/2021	Other 1	1010 · Pacific Premier...	0.00	-433.54
Deposit	03/01/2021	Other 2	1010 · Pacific Premier...	0.00	-433.54
Deposit	03/02/2021	Water Rec	1010 · Pacific Premier...	-738.05	-1,171.59
Deposit	03/02/2021	Rate Assistance	1010 · Pacific Premier...	20.78	-1,150.81
Deposit	03/02/2021	Other 1	1010 · Pacific Premier...	0.00	-1,150.81
Deposit	03/02/2021	Other 2	1010 · Pacific Premier...	0.00	-1,150.81
Deposit	03/03/2021	Water Rec	1010 · Pacific Premier...	-1,433.46	-2,584.27
Deposit	03/03/2021	Rate Assistance	1010 · Pacific Premier...	86.85	-2,497.42
Deposit	03/03/2021	Other 1	1010 · Pacific Premier...	0.00	-2,497.42
Deposit	03/03/2021	Other 2	1010 · Pacific Premier...	0.00	-2,497.42
Deposit	03/03/2021	2nd ck Avila Cove deposited, not on EI D reports	1010 · Pacific Premier...	-64.08	-2,561.50
Deposit	03/03/2021	To balance to amounts deposited	1010 · Pacific Premier...	-5.67	-2,567.17
Deposit	03/04/2021	Water Rec	1010 · Pacific Premier...	-1,756.86	-4,324.03
Deposit	03/04/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-4,324.03
Deposit	03/04/2021	Other 1	1010 · Pacific Premier...	0.00	-4,324.03
Deposit	03/04/2021	Other 2	1010 · Pacific Premier...	0.00	-4,324.03
Deposit	03/05/2021	Water Rec	1010 · Pacific Premier...	-790.62	-5,114.65
Deposit	03/05/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-5,114.65
Deposit	03/05/2021	Other 1	1010 · Pacific Premier...	0.00	-5,114.65
Deposit	03/05/2021	Other 2	1010 · Pacific Premier...	0.00	-5,114.65
Deposit	03/06/2021	Water Rec	1010 · Pacific Premier...	-136.23	-5,250.88
Deposit	03/06/2021	Rate Assistance	1010 · Pacific Premier...	12.82	-5,238.06
Deposit	03/06/2021	Other 1	1010 · Pacific Premier...	0.00	-5,238.06
Deposit	03/06/2021	Other 2	1010 · Pacific Premier...	0.00	-5,238.06
Deposit	03/07/2021	Water Rec	1010 · Pacific Premier...	-111.96	-5,350.02

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Type	Date	Memo	Split	Amount	Balance
Deposit	03/07/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-5,350.02
Deposit	03/07/2021	Other 1	1010 · Pacific Premier...	0.00	-5,350.02
Deposit	03/07/2021	Other 2	1010 · Pacific Premier...	0.00	-5,350.02
Deposit	03/08/2021	Water Rec	1010 · Pacific Premier...	-171.99	-5,522.01
Deposit	03/08/2021	Rate Assistance	1010 · Pacific Premier...	12.82	-5,509.19
Deposit	03/08/2021	Other 1	1010 · Pacific Premier...	0.00	-5,509.19
Deposit	03/08/2021	Other 2	1010 · Pacific Premier...	0.00	-5,509.19
Deposit	03/08/2021	TCF FY 21 FEB ME - IMPR # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier...	-2,753.52	-8,262.71
Deposit	03/09/2021	Water Rec	1010 · Pacific Premier...	-4,569.72	-12,832.43
Deposit	03/09/2021	Rate Assistance	1010 · Pacific Premier...	24.02	-12,808.41
Deposit	03/09/2021	Other 1	1010 · Pacific Premier...	0.00	-12,808.41
Deposit	03/09/2021	Other 2	1010 · Pacific Premier...	0.00	-12,808.41
Deposit	03/10/2021	Water Rec	1010 · Pacific Premier...	-346.83	-13,155.24
Deposit	03/10/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-13,155.24
Deposit	03/10/2021	Other 1	1010 · Pacific Premier...	0.00	-13,155.24
Deposit	03/10/2021	Other 2	1010 · Pacific Premier...	0.00	-13,155.24
Deposit	03/11/2021	Water Rec	1010 · Pacific Premier...	0.00	-13,155.24
Deposit	03/11/2021	Rate Assistance	1010 · Pacific Premier...	-6,242.81	-19,398.05
Deposit	03/11/2021	Other 1	1010 · Pacific Premier...	44.80	-19,353.25
Deposit	03/11/2021	Other 2	1010 · Pacific Premier...	0.00	-19,353.25
Deposit	03/11/2021	Front St Irrigation 1/27 - 2/24/21	1010 · Pacific Premier...	-25.74	-19,378.99
Deposit	03/12/2021	Water Rec	1010 · Pacific Premier...	-370.66	-19,749.65
Deposit	03/12/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-19,749.65
Deposit	03/12/2021	Other 1	1010 · Pacific Premier...	0.00	-19,749.65
Deposit	03/12/2021	Other 2	1010 · Pacific Premier...	0.00	-19,749.65
Deposit	03/13/2021	Water Rec	1010 · Pacific Premier...	-60.03	-19,809.68
Deposit	03/13/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-19,809.68
Deposit	03/13/2021	Other 1	1010 · Pacific Premier...	0.00	-19,809.68
Deposit	03/13/2021	Other 2	1010 · Pacific Premier...	0.00	-19,809.68
Deposit	03/14/2021	Water Rec	1010 · Pacific Premier...	-107.91	-19,917.59
Deposit	03/14/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-19,917.59
Deposit	03/14/2021	Other 1	1010 · Pacific Premier...	0.00	-19,917.59
Deposit	03/14/2021	Other 2	1010 · Pacific Premier...	0.00	-19,917.59
Deposit	03/14/2021	Water Rec	1010 · Pacific Premier...	-107.91	-20,025.50
Deposit	03/14/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-20,025.50
Deposit	03/14/2021	Other 1	1010 · Pacific Premier...	0.00	-20,025.50
Deposit	03/14/2021	Other 2	1010 · Pacific Premier...	0.00	-20,025.50
Deposit	03/15/2021	Water Rec	1010 · Pacific Premier...	-4,248.35	-24,273.85
Deposit	03/15/2021	Rate Assistance	1010 · Pacific Premier...	47.23	-24,226.62
Deposit	03/15/2021	Other 1	1010 · Pacific Premier...	0.00	-24,226.62
Deposit	03/15/2021	Other 2	1010 · Pacific Premier...	0.00	-24,226.62

**Avila Beach Community Services District
Deposits by Fund
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Type	Date	Memo	Split	Amount	Balance
Deposit	03/15/2021	3/11/21 Booked ACH separately, Front St Irrigation 1/27 - 2/24/21	1010 · Pacific Premier...	25.74	-24,200.88
Deposit	03/15/2021	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights ...	1010 · Pacific Premier...	-1,184.04	-25,384.92
Deposit	03/16/2021	Water Rec	1010 · Pacific Premier...	-1,479.52	-26,864.44
Deposit	03/16/2021	Rate Assistance	1010 · Pacific Premier...	13.63	-26,850.81
Deposit	03/16/2021	Other 1	1010 · Pacific Premier...	0.00	-26,850.81
Deposit	03/16/2021	Other 2	1010 · Pacific Premier...	0.00	-26,850.81
Deposit	03/17/2021	Water Rec	1010 · Pacific Premier...	-310.83	-27,161.64
Deposit	03/17/2021	Rate Assistance	1010 · Pacific Premier...	11.20	-27,150.44
Deposit	03/17/2021	Other 1	1010 · Pacific Premier...	0.00	-27,150.44
Deposit	03/17/2021	Other 2	1010 · Pacific Premier...	0.00	-27,150.44
Deposit	03/18/2021	Water Rec	1010 · Pacific Premier...	-12,068.61	-39,219.05
Deposit	03/18/2021	Rate Assistance	1010 · Pacific Premier...	34.41	-39,184.64
Deposit	03/18/2021	Other 1	1010 · Pacific Premier...	0.00	-39,184.64
Deposit	03/18/2021	Other 2	1010 · Pacific Premier...	0.00	-39,184.64
Deposit	03/19/2021	Water Rec	1010 · Pacific Premier...	-116.01	-39,300.65
Deposit	03/19/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-39,300.65
Deposit	03/19/2021	Other 1	1010 · Pacific Premier...	0.00	-39,300.65
Deposit	03/19/2021	Other 2	1010 · Pacific Premier...	0.00	-39,300.65
Deposit	03/20/2021	Water Rec	1010 · Pacific Premier...	-27.22	-39,327.87
Deposit	03/20/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-39,327.87
Deposit	03/20/2021	Other 1	1010 · Pacific Premier...	0.00	-39,327.87
Deposit	03/20/2021	Other 2	1010 · Pacific Premier...	0.00	-39,327.87
Deposit	03/21/2021	Water Rec	1010 · Pacific Premier...	-64.08	-39,391.95
Deposit	03/21/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-39,391.95
Deposit	03/21/2021	Other 1	1010 · Pacific Premier...	0.00	-39,391.95
Deposit	03/21/2021	Other 2	1010 · Pacific Premier...	0.00	-39,391.95
Deposit	03/22/2021	Water Rec	1010 · Pacific Premier...	-1,001.15	-40,393.10
Deposit	03/22/2021	Rate Assistance	1010 · Pacific Premier...	43.99	-40,349.11
Deposit	03/22/2021	Other 1	1010 · Pacific Premier...	0.00	-40,349.11
Deposit	03/22/2021	Other 2	1010 · Pacific Premier...	0.00	-40,349.11
Deposit	03/24/2021	Water Rec	1010 · Pacific Premier...	-1,327.52	-41,676.63
Deposit	03/24/2021	Rate Assistance	1010 · Pacific Premier...	94.32	-41,582.31
Deposit	03/24/2021	Other 1	1010 · Pacific Premier...	0.00	-41,582.31
Deposit	03/24/2021	Other 2	1010 · Pacific Premier...	0.00	-41,582.31
Deposit	03/29/2021	Water Rec	1010 · Pacific Premier...	-773.79	-42,356.10
Deposit	03/29/2021	Rate Assistance	1010 · Pacific Premier...	14.93	-42,341.17
Deposit	03/29/2021	Other 1	1010 · Pacific Premier...	25.90	-42,315.27
Deposit	03/29/2021	Other 2	1010 · Pacific Premier...	0.00	-42,315.27
Deposit	03/29/2021	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights ...	1010 · Pacific Premier...	-3,785.59	-46,100.86
Deposit	03/30/2021	Water Rec	1010 · Pacific Premier...	-1,246.71	-47,347.57
Deposit	03/30/2021	Rate Assistance	1010 · Pacific Premier...	48.04	-47,299.53

Avila Beach Community Services District
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 March 2021

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Type	Date	Memo	Split	Amount	Balance
Deposit	03/30/2021	Other 1	1010 · Pacific Premier...	0.00	-47,299.53
Deposit	03/30/2021	Other 2	1010 · Pacific Premier...	0.00	-47,299.53
Deposit	03/31/2021	Water Rec	1010 · Pacific Premier...	-163.89	-47,463.42
Deposit	03/31/2021	Rate Assistance	1010 · Pacific Premier...	0.00	-47,463.42
Deposit	03/31/2021	Other 1	1010 · Pacific Premier...	0.00	-47,463.42
Deposit	03/31/2021	Other 2	1010 · Pacific Premier...	0.00	-47,463.42
Total Water				-47,463.42	-47,463.42
TOTAL				-133,539.93	-133,539.93

Avila Beach Community Services District
Checks by Fund w/Accounts
 March 2021

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Type	Date	Num	Name	Memo	Account	Amount	Balance	
Check	03/01/2021	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymentech	10.61	10.61	
Check	03/02/2021	EFT	Digital Deployment	monthly ABCSD Streamline	6170 · Website	200.00	210.61	
Check	03/03/2021	2899	Nikki Engle Bookkeeping	Inv. 2690 2/24/21	6102 · Accounting	510.00	720.61	
Check	03/03/2021	2899	Nikki Engle Bookkeeping	Inv. 2677 2/10/21	6102 · Accounting	720.00	1,440.61	
Check	03/03/2021	2902	Creative Technologies, Inc.	Inv. 6150 Run Date 1/28/21 Customer Numb...	6142 · Postage & Shipping	150.10	1,590.71	
Check	03/03/2021	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymentech	16.37	1,607.08	
Check	03/03/2021	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymentech	10.35	1,617.43	
Check	03/04/2021	2905	Hagemann & Associates	Inv. 1133 2/14/2021 - 2/27/2021 Contract La...	6506 · Contract Labor GM	2,102.50	3,719.93	
Check	03/05/2021	EFT	Adobe.com	Amex	6120 · Dues & Subscripti...	14.99	3,734.92	
Check	03/05/2021	EFT	American Express Discount	Invoice Cloud merchant fees	5110 · Amex	18.90	3,753.82	
Check	03/09/2021	EFT	InvoiceCloud	merchant cc fees	5140 · Invoice Cloud	371.57	4,125.39	
Check	03/09/2021	EFT	Caltronics Business Systems	computer repairs	6550 · Operating Supplies	63.46	4,188.85	
Check	03/10/2021	EFT	Cal Tec Computers	Audit letter F + B	6524 · Equip. Rep. & Main...	40.00	4,228.85	
Check	03/10/2021	EFT	U.S. Postal Service	merchant cc fees	6142 · Postage & Shipping	1.20	4,230.05	
Check	03/10/2021	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymentech	10.94	4,240.99	
Check	03/15/2021	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymentech	10.36	4,251.35	
Check	03/16/2021	2909	Creative Technologies, Inc.	Inv. 6246 Run Date 2/24/21 Customer Numb...	6142 · Postage & Shipping	157.08	4,408.43	
Check	03/16/2021	2910	Nikki Engle Bookkeeping	Inv. 2710 3/12/21	6102 · Accounting	480.00	4,888.43	
Check	03/16/2021	2914	SLO CO Clerk / Recorder	Election Cost	6145 · Public Notices	417.04	5,305.47	
Check	03/17/2021	EFT	Staples	merchant cc fees	6143 · Supplies, Office	144.35	5,449.82	
Check	03/18/2021	EFT	Brezden Pest	merchant cc fees	6542 · Maintenance	65.00	5,514.82	
Check	03/18/2021	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymentech	11.43	5,526.25	
Check	03/19/2021	EFT	Staples	merchant cc fees	6143 · Supplies, Office	13.93	5,540.18	
Check	03/23/2021	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymentech	59.13	5,599.31	
Check	03/24/2021	2917	Hagemann & Associates	Inv. 1136 Feb 28th - March 18th, 2021 Contr...	6506 · Contract Labor GM	2,465.00	8,064.31	
Check	03/24/2021	2920	Price, Postel & Parma LLC	By Laws	6135 · Legal	276.00	8,340.31	
Check	03/25/2021	EFT	PG&E	100 San Luis St.	6590 · Utilities	182.45	8,522.76	
Check	03/25/2021	2922	Creative Technologies, Inc.	Inv. 6212 Customer Number 849	6120 · Dues & Subscripti...	695.00	9,217.76	
Check	03/25/2021	EFT	Spectrum	Acct#. 8245100980033571	6585 · Telephone / Internet	214.95	9,432.71	
Check	03/29/2021	EFT	Staples	merchant cc fees	6143 · Supplies, Office	9.95	9,442.66	
Check	03/29/2021	EFT	Staples	merchant cc fees	6143 · Supplies, Office	38.03	9,480.69	
Check	03/29/2021	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymentech	11.21	9,491.90	
Check	03/30/2021	2923	Hagemann & Associates	Inv. 1137 Mar 14th - 27th, 2021 GM	6506 · Contract Labor GM	2,247.50	11,739.40	
Check	03/31/2021	2924	Coastline Cleaning Co.	Office Maintenance Inv. 2220 (Feb 2021)	6542 · Maintenance	165.00	11,904.40	
Check	03/31/2021	2924	Coastline Cleaning Co.	Exterior Clean Up of Leaves, Sand and Debris	6542 · Maintenance	25.00	11,929.40	
Check	03/31/2021	2926	California Rural Water Association	May 2021 -22 Membership Renewal	6120 · Dues & Subscripti...	545.00	12,474.40	
Total General / Admin							12,474.40	12,474.40
Lights								
Check	03/05/2021	EFT	PG&E	Colony Lights acct # 5992155362-0	6590 · Utilities	100.76	100.76	
Check	03/05/2021	EFT	PG&E	Town Lights acct # 0690976984-3	6590 · Utilities	407.22	507.98	
Check	03/25/2021	EFT	PG&E	Front St. Lights acct# 5796765606-7	6590 · Utilities	367.62	875.60	
Total Lights							875.60	875.60

Avila Beach Community Services District
Checks by Fund w/Accounts
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Type	Date	Num	Name	Memo	Account	Amount	Balance	
Sanitary								
Check	03/01/2021	EFT	AT&T	acct # 805 595-9416 904 5	6585 · Telephone / Internet	185.57	185.57	
Check	03/02/2021	EFT	South County Sanitary Service	Acct. Number 4120-3104357 2 Yd Dumpster	6590 · Utilities	134.96	320.53	
Check	03/03/2021	2900	Brenntag Pacific, Inc.	Inv. BPI 120082 2/11/21	6503 · Chemicals	1,021.67	1,342.20	
Check	03/03/2021	2900	Brenntag Pacific, Inc.	Inv. BPI 122062 2/19/21	6503 · Chemicals	1,128.78	2,470.98	
Check	03/03/2021	2901	Price, Postel & Parma LLC	WWTP MBR Project	6135 · Legal	115.00	2,585.98	
Check	03/03/2021	2901	Price, Postel & Parma LLC	Harbor District Sewe Line Easement	6135 · Legal	1,334.00	3,919.98	
Check	03/03/2021	2904	Speed's, Inc.	Inv.# 64807 2/1/21	6580 · Solids Handling	1,528.00	5,447.98	
Check	03/03/2021	2904	Speed's, Inc.	Inv. 64895 2/16/21	6580 · Solids Handling	1,528.00	6,975.98	
Check	03/04/2021	2905	Hagemann & Associates	Contract Labor Sewer System	6507 · Contract Labor Ci...	435.00	7,410.98	
Check	03/04/2021	2906	Fluid Resource Management, Inc.	Feb 2021 Ops. Sanitary Inv. F20516	6505 · Contract Labor O ...	15,136.72	22,547.70	
Check	03/04/2021	2906	Fluid Resource Management, Inc.	W19701 Air Scrubber Replacement	6522 · Equip. Rep. & Mai...	1,448.50	23,996.20	
Check	03/04/2021	2906	Fluid Resource Management, Inc.	W20176 SCADA Issues	6522 · Equip. Rep. & Mai...	1,238.18	25,234.38	
Check	03/04/2021	2906	Fluid Resource Management, Inc.	W20231 Ligh Tank Level Alarm	6522 · Equip. Rep. & Mai...	329.18	25,563.56	
Check	03/04/2021	2906	Fluid Resource Management, Inc.	W20252 DA Q Connect Fail	6522 · Equip. Rep. & Mai...	329.18	25,892.74	
Check	03/04/2021	2907	Abalone Coast Analytical, Inc.	Statement 5189 3/2/2021	6540 · Lab Tests	3,277.70	29,170.44	
Check	03/16/2021	2908	Great Western Alarm	Alarm Service Call on 2/24/21	6522 · Equip. Rep. & Mai...	91.44	29,261.88	
Check	03/16/2021	2911	Brenntag Pacific, Inc.	Inv. BPI 126056 3/4/21	6503 · Chemicals	982.73	30,244.61	
Check	03/16/2021	2912	Port San Luis Harbor District	Statement ACSD 3/8/21 Outfall Line Moorin...	6522 · Equip. Rep. & Mai...	490.23	30,734.84	
Check	03/16/2021	2913	Santa Maria FAMCON Pipe & Su...	Inv. S100046715.002 3/9/21 Customer Num...	6522 · Equip. Rep. & Mai...	3,747.55	34,482.39	
Check	03/16/2021	2915	San Luis Powerhouse, Inc.	Inv. 44525 3/5/21 Lift Station Generator Qua...	6530 · Generator Mainte...	606.41	35,088.80	
Check	03/16/2021	2915	San Luis Powerhouse, Inc.	Inv. 44526 3/5/21 WWTP Generator Quarterl...	6530 · Generator Mainte...	959.27	36,048.07	
Check	03/16/2021	2916	Wallace Group, Inc.	WWTP Engineering Design Inv. 52751 3/10/21	8245d · WWTP Wallace ...	9,798.00	45,846.07	
Check	03/16/2021	EFT	AT&T	acct # 287272916182 tablet 805 234-1720	6585 · Telephone / Internet	23.50	45,869.57	
Check	03/22/2021	EFT	AT&T	acct # x 0885 Internet	6585 · Telephone / Internet	58.85	45,928.42	
Check	03/24/2021	2917	Hagemann & Associates	Contract Labor Sani System	6507 · Contract Labor Ci...	1,160.00	47,088.42	
Check	03/24/2021	2918	Speed's, Inc.	Inv. 65019 3/9/21	6580 · Solids Handling	1,480.00	48,568.42	
Check	03/24/2021	2919	Brenntag Pacific, Inc.	Inv. BPI 127935 3/11/21	6503 · Chemicals	1,069.93	49,638.35	
Check	03/24/2021	2920	Price, Postel & Parma LLC	Inv. 181712 3/8/21 WWTP MBR Project	6135 · Legal	437.00	50,075.35	
Check	03/24/2021	2920	Price, Postel & Parma LLC	Harbor District Sewer Line Easement	6135 · Legal	4,077.00	54,152.35	
Check	03/25/2021	EFT	PG&E	3rd & San Fran St. pump	6590 · Utilities	2,295.47	56,447.82	
Check	03/25/2021	2921	Brenntag Pacific, Inc.	Inv. BPI 129423 3/18/21	6503 · Chemicals	982.73	57,430.55	
Check	03/25/2021	EFT	PG&E	Lift Station acct# 6338432238-2	6590 · Utilities	106.37	57,536.92	
Check	03/30/2021	EFT	AT&T	acct # 805 595-9416 904 5	6585 · Telephone / Internet	185.57	57,722.49	
Check	03/30/2021	2923	Hagemann & Associates	Contract Labor Sanitary System	6507 · Contract Labor Ci...	1,740.00	59,462.49	
Check	03/31/2021	2925	Brenntag Pacific, Inc.	Inv. BPI 131367 3/25/21	6503 · Chemicals	1,093.26	60,555.75	
Check	03/31/2021	ADJ	BALANCE ADJUSTMENT	CC BALANCE ADJ CCS	1280 · Water & Sewer Bil...	89.03	60,644.78	
Total Sanitary							60,644.78	60,644.78

Avila Beach Community Services District
Checks by Fund w/Accounts

March 2021

04/07/21

Type	Date	Num	Name	Memo	Account	Amount	Balance
Water							
Check	03/03/2021	2898	Cloacina, LLC	Shipping for Water Meter Installed at the Wa...	6524 · Equip. Rep. & Main...	24.12	24.12
Check	03/03/2021	2903	Dept of Environment Health Servi...	2/5/21 Inv. 0131567	6555 · Permits & Fees	71.90	96.02
Check	03/04/2021	2905	Hagemann & Associates	Contract Labor Water System	6507 · Contract Labor Ci...	725.00	821.02
Check	03/04/2021	2906	Fluid Resource Management, Inc.	Feb 2021 Ops. Water Inv. F20516	6505 · Contract Labor O ...	5,042.92	5,863.94
Check	03/04/2021	2906	Fluid Resource Management, Inc.	A20450 Chemicals	6503 · Chemicals	21.28	5,885.22
Check	03/04/2021	2906	Fluid Resource Management, Inc.	W19701 Chemical Tank Light Switch Repairs	6524 · Equip. Rep. & Main...	235.50	6,120.72
Check	03/04/2021	2906	Fluid Resource Management, Inc.	W20048 Portable Tank Flow Meter	6520 · Equipment Repair...	8,088.45	14,209.17
Check	03/04/2021	2906	Fluid Resource Management, Inc.	W20197 Leak at 231 Parkway	6520 · Equipment Repair...	329.18	14,538.35
Check	03/04/2021	2906	Fluid Resource Management, Inc.	W20218 Water Meter Relocation in relation t...	8272 · W-2 Water Systm...	4,610.94	19,149.29
Check	03/24/2021	2917	Hagemann & Associates	Contract Labor Water System	6507 · Contract Labor Ci...	1,305.00	20,454.29
Check	03/25/2021	EFT	PG&E	1717 Cave Landing Rd.	6590 · Utilities	170.18	20,624.47
Check	03/30/2021	2923	Hagemann & Associates	Contract Labor Water System	6507 · Contract Labor Ci...	870.00	21,494.47
Check	03/31/2021	ADJ	BALANCE ADJUSTMENT	CC BALANCE ADJ CCs	1280 · Water & Sewer Bil...	89.03	21,583.50
Total Water						21,583.50	21,583.50
TOTAL						95,578.28	95,578.28



FLUID RESOURCE MANAGEMENT

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

Statement

Date
3/31/21

Phone # 805.597.7100 Fax # 805.597.7171

California Certified Small Business #1120142

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

Amount Due	Amount Enc.
\$27,911.31	

Date	Transaction	Amount	Balance		
03/31/21	348F11001 Monthly OPS/Maint- INV #F20633. Orig. Amount \$20,179.64.	20,179.64	20,179.64		
02/28/21	348F11001 Monthly OPS/Maint:348FW11001 Water:348AW17001 Add Services water- INV #A20533. Orig. Amount \$169.85.	169.85	20,349.49		
02/28/21	348F11001 Monthly OPS/Maint:348FWW11001 Wastewater:348AWW17002 Add Services Wastewater- INV #A20534. Orig. Amount \$9.72.	9.72	20,359.21		
06/24/20 08/07/20	W19552 First Street Lift Station Pumps, S- INV #W19552. Orig. Amount \$549.50. PMT #2743.	6.50 -6.50	20,365.71 20,359.21		
03/31/21	W20146 Pipe Repair for Service Line- INV #W20146. Orig. Amount \$4,598.84.	4,598.84	24,958.05		
03/26/21	W20394 Storm Event- INV #W20394. Orig. Amount \$2,013.86.	2,013.86	26,971.91		
03/25/21	W20432 Booster Station Hose Bib Replaceme- INV #W20432. Orig. Amount \$320.58.	320.58	27,292.49		
03/25/21	W20438 Burglar Alarm Callout- INV #W20438. Orig. Amount \$373.16.	373.16	27,665.65		
	W20441 Storm Water Discharge Complaint-				
CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
27,731.74	179.57	0.00	0.00	0.00	\$27,911.31



FLUID RESOURCE MANAGEMENT

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

Statement

Date
3/31/21

Phone # 805.597.7100 Fax # 805.597.7171

California Certified Small Business #1120142
--

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

Amount Due	Amount Enc.
\$27,911.31	


Date	Transaction	Amount	Balance
03/31/21	INV #W20441. Orig. Amount \$245.66.	245.66	27,911.31

CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
27,731.74	179.57	0.00	0.00	0.00	\$27,911.31

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

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: April 13, 2021

SUBJECT: General Manager/District Engineer Report

Zone 3 Advisory Committee

The Zone 3 Advisory Committee most recently met on Thursday March 18th. The agenda packet for the March 18th meeting is included with staff report and among other topics, includes an analysis of the 2020 cloud seeding program. As of this writing Lopez Lake is at an elevation of 479 feet, is at 39% of capacity and has approximately 19,200 acre feet of water in storage. For the season, the lake received approximately 10.65 inches rainfall, which is about 53% of normal for the season.

The highest priority for the Zone 3 Contractors and County staff is completing the contract amendment/update. County staff circulated a Notice of Intent to prepare the CEQA documentation for the contract update and is now preparing the Initial Study and draft CEQA document. The draft CEQA document is scheduled to be circulated for public comment in early spring.

Unfortunately, the Department of Water Resources sent out a Memo on March 23, 2021, advising that they were decreasing the 2021 State Water Project Allocation from 10% to 5%. The County Flood Control District has advised the State Water Contractors that they have enough water in storage from previous years at San Luis Reservoir that they will be able to meet all State Water Sub Contractor demands for 2021. This is encouraging for this year, but magnifies the importance for at least an average rainfall year next year.

Sewer Line Easement through Harbor District Parking Lot

Staff is happy to report that at the March 23, 2021, Port San Luis Harbor District meeting, the Commissioners approved the sewer line easement. CSD staff is now moving forward with completing the design and bid documents and hope to have the project out for bid this summer with construction in the fall.

FY 2021/22 Budget Preparation

Staff will be meeting with the Finance Committee on April 8th to review the Preliminary FY 2021/22 budget. With input from the Committee, staff will prepare a draft FY 2021/22 budget for the Board's review and comment at the May 13, Board meeting. With the Board's input, staff will prepare a final draft of the budget and schedule a hearing to consider adoption of the FY 2021/22 budget at the June 8th Board meeting.



ZONE 3 ADVISORY COMMITTEE

San Luis Obispo County Flood Control and Water Conservation District

AGENDA

Thursday, March 18, 2021 6:30 P.M.

Due to COVID-19 Meeting Protocols
we will hold the meeting via Goto Meeting or via Phone

Phone line: +1 (872) 240-3412

Access Code: 931-623-109

OR

Webinar: <https://global.gotomeeting.com/join/931623109>

- I. CALL TO ORDER AND ROLL CALL
- II. PUBLIC COMMENT
This is also an opportunity for members of the public to address the Committee on items that are not on the Agenda
- III. APPROVAL OF MEETING MINUTES
 - A. Jan 21, 2021 Regular Meeting – [Attachment 1](#)
- IV. OPERATIONS REPORT
 - A. Water Plant Operations, Reservoir Storage, Downstream Releases - [Verbal Update](#)
 - B. Projected Reservoir Levels – [Attachment 2](#)
 - C. January & February Monthly Operations Report – [Attachment 3](#)
- V. INFORMATION ITEMS
 - A. 2nd Quarter FY 2020/2021 Budget Status - [Attachment 4](#)
 - B. Cloud Seeding Update – [Attachment 5](#)
 - C. Contract Changes Update – [Verbal Update](#)
 - D. Voluntary Reductions - [Verbal Update](#)
- VI. CAPITAL PROJECTS UPDATE
 - A. Bi-Monthly Update – [Attachment 6](#)
- VII. ACTION ITEMS (No Subsequent Board of Supervisors Action Required)
- VIII. ACTION ITEMS (Board of Supervisors Action is Subsequently Required)
 - A. Fiscal Year 2021/22 Budget Endorsement
 - B. Estimated Surplus Water in WY 20/21 – [See Attachment 7](#)
- IX. FUTURE AGENDA ITEMS
- X. COMMITTEE MEMBER COMMENTS

Next Regular Meeting is Tentatively Scheduled for
May 20, 2021 at 6:30 PM



**SAN LUIS OBISPO COUNTY FLOOD CONTROL
AND WATER CONSERVATION DISTRICT
ZONE 3 ADVISORY COMMITTEE
DRAFT MEETING MINUTES
THURSDAY January 21, 2021**

I. Call to Order and Roll Call -- The Zone 3 Advisory Committee Meeting was called to order at 6:30 PM via GoTo Meeting due to the Covid-19 pandemic by Chairperson, Karen Bright. County Public Works Utilities Division Senior Engineer and Secretary to the Advisory Committee, Jill Ogren, called roll. Quorum was present. Members in attendance were:

- Kristen Barneich, City of Arroyo Grande
- Karen Bright, City of Grover Beach
- Shirley Gibson, Oceano CSD
- Marcia Guthrie, City of Pismo Beach
- Brad Hagemann, County Services Area 12
- Brian Talley, Agriculture Member
- Ron Reilly, Member At Large

II. Public Comment – This is an opportunity for members of the public to address the Committee on items that are not on the Agenda. No public comment.

III. Approval of Meeting Minutes (Attachment 1)

A. November 19, 2020 – *Member Barneich motioned approval of the minutes and Member Gibson seconded.* Member Bright requested roll call for approval. *Motion passed.*

IV. Operations Report

A. Water Plant Operations, Reservoir Storage, Downstream Releases – Jenny Williamson, Administrative Assistant at the Lopez Water Treatment Plant, indicated: Lopez Lake elevation was 479.54 feet; storage was 19,475 acre-feet (AF), which is 39% capacity; rainfall to date, since July 1, 2020, was 2.36 inches; plant production was 3.7 million gallons per day (MGD); downstream release was 3.2 MGD; and State Water was at 0.6 MGD.

Question was raised regarding the Lopez Lake elevation and current rainfall as to if the Low Reservoir Response Plan (LRRP) would be initiated. TAC has recommended a “wait and see” approach to monitor where the lake elevation is at the end of the rain season before deciding on moving forward with initiating the LRRP or to prioritize moving forward with the contract changes.

B. Projected Reservoir Levels – Review of the Lopez Reservoir Projections Chart (Attachment 2 of the Agenda Packet). Currently the projection is showing storage falling close to the 17,000 AF mark by August unless Zone 3 receives more rain than what current projections show in the coming months.

Downstream releases would have been at 1.9 MGD at this time of year, but due to the Zone 1/1A AG Creek project, downstream releases were lowered from September to

October. Since that time additional water for downstream releases has been provided (3.2 MGD). Additionally, until more rain is received downstream releases will not change between now and the end of the water year on March 31st, unless less water is required by Ag. 1.9 MGD is the minimum that can be released.

C. November and December Monthly Operations Report – Review of the monthly operations reports with the committee (Attachment 3 of the Agenda Packet). Oceano has used all their entitlement water and currently using their surplus water, all other agencies are still utilizing their entitlement water.

No public comment was given.

V. Information Items

A. Proposed FY 21/22 Budget – Review of the proposed budget (Attachment 4 of the Agenda Packet) by Sherri Weiss and Lynette O'Neill. Proposed budget will be mailed to the contracting agencies' Finance Directors, TAC members and City/General Managers. An in-depth review with agency Finance Staff and Technical Staff will be held before final review by the Zone 3 Advisory Committee, scheduled for March 18, 2021.

It was noted that the City of Pismo Beach had no cost amount listed under the category for Lopez Dam Bonds and Admin. Fees on page 14 of the proposal, a question was asked if Pismo had no responsibility in costs. **Sheri Weiss, interim Zone 3 Finance Analyst, will look into the manner and send information to the Advisory Committee.**

Request was made by the Advisory Committee for legends for the charts in the proposal booklet be sent for better clarification.

B. Cloudseeding Update – On November 17, 2020, the Board of Supervisors approved the Zone 3 Cloudseeding Program for FY 20-21 as well as utilizing the City of Arroyo Grande's water tank site as location to install ground seeding equipment. Program began December 1, 2020 and continue through April 15, 2021. This year was a ground-based program only and we have seeded one time on December 27/28th with 28 flares. Estimated cost for FY 20/21 is \$180,000. There are currently three ground seeding site options for use, one being the recently acquired ground site for Arroyo Grande and two sites managed by Santa Barbara County at Berros Peak and Mt. Lospe.

There are currently two storm systems anticipated over the coming week for seeding, one system expected tomorrow and another the following week pending conditions.

Consultant will be releasing an analysis report covering the first-year program (19-20) and estimated increase in runoff and precipitation due to cloud seeding. Report will be brought to the committee. Year three of the program has been budgeted for in the 21-22 budget. Discussion in June will take place on whether the cloudseeding program should continue.

C. Contract Changes Update – A brief update was provided on the status of the contract changes. Draft CEQA document expected by March 2021 with a public review

period starting in April/May 2021. After public review, contract changes will be submitted to the governing board review for approval in June/July 2021. Contract expected to be presented to the Board of Supervisors for final approval in September 2021.

D. Habitat Conservation Plan (HCP) Expenditure History – A request was made at the last Advisory Committee meeting for further details on how much was spent and what the money was spent on for the HCP. In response, a FY timeline starting in 1994/95 was provided (Attachment 5 of the Agenda Packet) breaking down what funds were spent and where.

Due to the substantial amount of money spent on the HCP, the **Advisory Committee is requesting benchmarks, or a schedule be put together to monitor the project's expenses and other future ongoing projects.** Currently the HCP is still in draft form with the latest being a 2004 draft. Over the last couple of years work on the HCP was slow as the contract changes had been the focus. Efforts have ramped up with the initiation of the In-stream Studies.

No public comment was given.

VI. Capital Projects Update

Bi-Monthly Update – Jill Ogren introduced David Spiegel as her replacement upon retiring on March 4th. Updates were provided on the various capital projects (Attachment 6 of the Agenda Packet).

A request was made for a status report on the Cathodic Protection project. TAC had recommended a specific funding option and direction to follow. Currently Desiree Bravo is working on this project and putting together a Request For Proposal (RFP).

Terminal Reservoir was discussed regarding when to expect a plan on when or if the reservoir will be retrofitted. Currently an RFP for a consultant is being developed to perform the seismic alternative study and the geotechnical testing. The project could take up to 2 years.

No Public comment was given.

VII. Action Items (No Subsequent Board of Supervisors Action Required)

No Action Items discussed.

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

IX. Future Agenda Items

Cloudseeding, Contract Changes, and regular updates on the HCP

X. Committee Member Comments

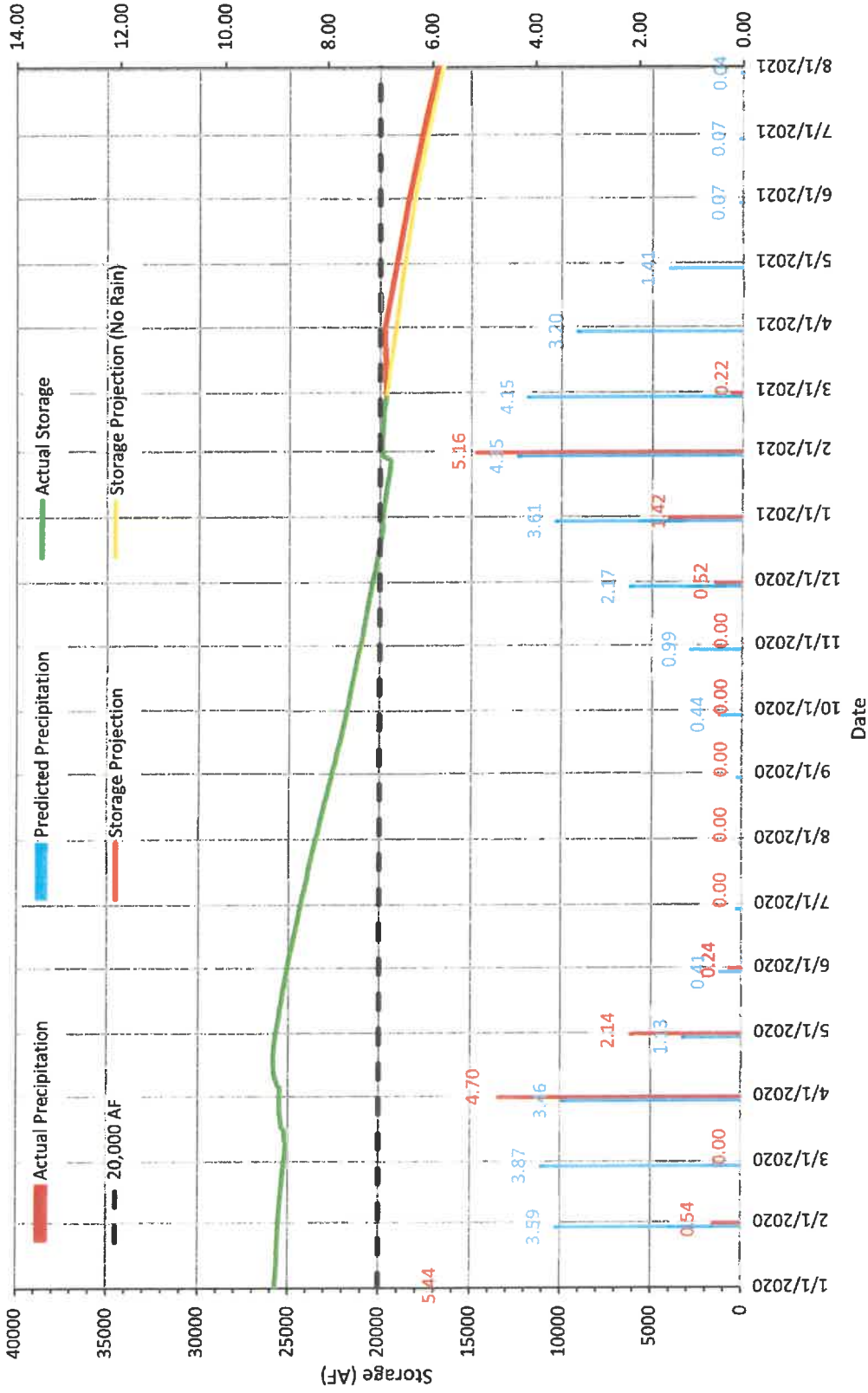
Meeting Adjourned at 8:25 PM

Respectfully Submitted,

Jenny Williamson
County of San Luis Obispo Public Works Department

Attachment 2

LOPEZ RESERVOIR STORAGE PROJECTION

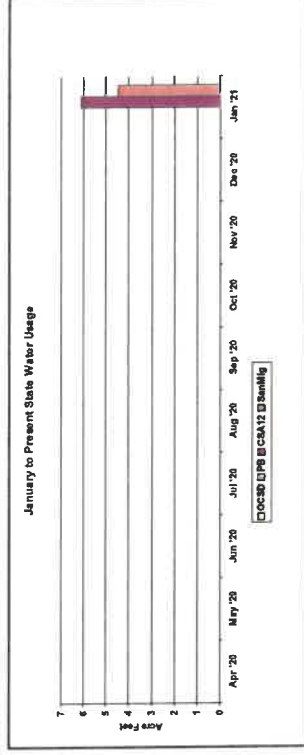
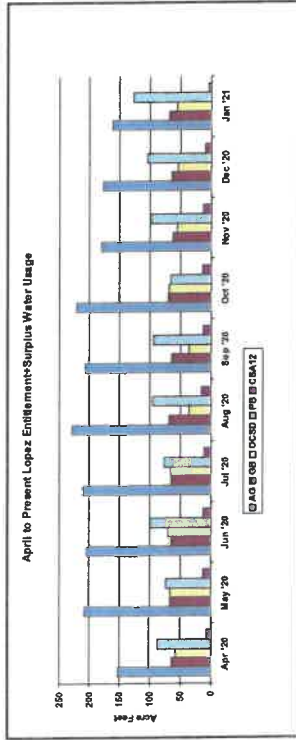


1. Storage projection is based on predicted rainfall from longrangeweather.com, inflow based on predicted rainfall, 20-21 downstream release requests, and municipal usage.
2. Municipal Usage is based on Jan 2010- Dec 2019 average monthly deliveries.
3. Predicted inflow is based off of historical precipitation and storage data. Antecedent moisture conditions are factored into the model. The first rainstorms after months without rain will cause less inflow than rainstorms during the rainy season. If the average daily rainfall for the previous three months is below 1 inch the model will multiply the predicted inflow by 0.1, if the average is above 1 inch the inflow is multiplied by 1.25.

Attachment 3

San Luis Obispo County Flood Control and Water District Zone 3 - Lopez Project - Monthly Operations Report January, 2021

Contractor	Lopez Water Deliveries												State Water Deliveries									
	This Month			April to Present			This Month			January to Present			This Month			January to Present						
	Entl.	Surplus Requested Declared	Surplus Requested	Total Available Water	Entitlement Usage	%	Surplus Usage	%	Entitlement Usage	%	Surplus 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	911.00	111.00	2401.00	161.42	7.0%	0.00	0.0%	1952.13	85.2%	0.00	0.0%	0	0.00	0.0%		0.00	0.00	0.0%		161.42	
Oceano CSD	303	121.00	321.00	624.00	0.00	0.0%	55.48	17.3%	303.00	100.0%	263.68	82.1%	566.68	566.68	90.8%						55.48	
Grover Beach	800	318.00	100.00	900.00	69.09	8.6%	0.00	0.0%	661.09	82.6%	0.00	0.0%	661.09	661.09	73.5%						69.09	
Pismo Beach	892	355.00	655.00	1547.00	97.15	10.9%	29.28	4.5%	892.00	100.0%	29.28	4.5%	921.28	921.28	59.6%						126.43	
CSA 12	245	98.00	0.00	245.00	4.22	1.7%	0.00	0.0%	113.43	46.3%	0.00	0.0%	113.43	113.43	46.3%						10.35	
San Miguelito																						
Total	4530	1803.00	1187.00	5717.00	331.88	7.3%	84.76	7.1%	3921.65	86.6%	292.96	24.7%	4214.61	4214.61	73.7%		63.41	10.59	4.4%	74	1307.67	427.23
													Last Month Stored State Water	241	10.59	4.4%	74	10.59	4.4%	74.00	1371.08	4.46



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.

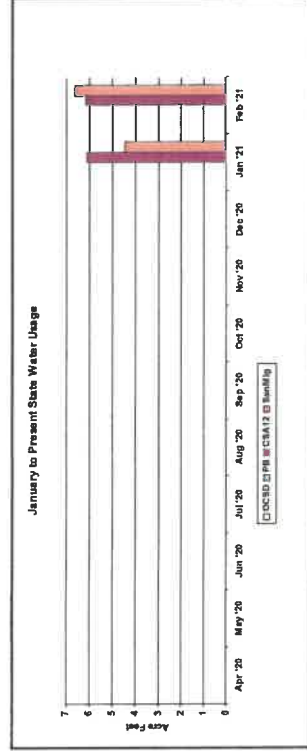
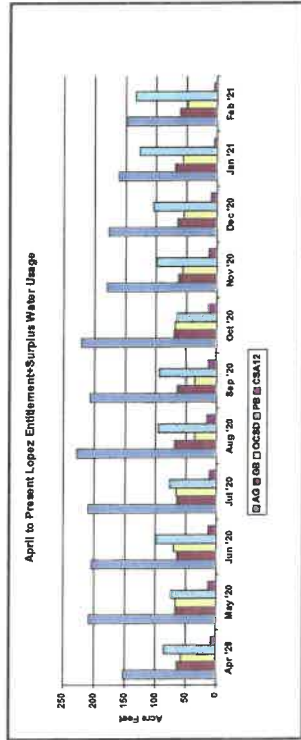
Lopez Dam Operations	This Month	Year to Date
Lake Elevation (full at 522.37 feet)	480.38	-41.99
Storage (full at 49200 acre feet)	19874	40.4%
Rainfall	6.81	9.20
Downstream Release (4200 acre feet/year)	306.58	2593.52
Spillage (acre feet)	0	0.00

Comments:

1) Oceano supplied water to Canyon Crest via Arroyo Grande's Edna turn out. A total of 1.86 AF delivered to Canyon Crest was added to Oceano's water usage this month and 1.86 AF was subtracted from Arroyo Grande's usage this month.

San Luis Obispo County Flood Control and Water District Zone 3 - Lopez Project - Monthly Operations Report February, 2021

Contractor	Lopez Water Deliveries												State Water Deliveries					
	Enl.	Surplus Water Declared	Surplus Requested	Total Available Water	This Month			April to Present			Annual Request	% of Annual Request	SWP Deliveries	Change in Storage	Usage	% of Annual Request	SWP Deliveries	Total Water Deliveries This Month
					Usage	%	Surplus	Usage	%	Surplus								
Arroyo Grande	2290	911.00	111.00	2401.00	146.88	6.4%	0.00	2099.01	91.7%	0.00	2099.01	87.4%	0	0.00	0.0%	0.00	146.88	
Oceano CSD	303	121.00	371.00	674.00	0.00	0.0%	13.1%	303.00	100.0%	312.17	84.1%	615.17	91.3%	0.00	0.0%	0.00	48.49	
Grover Beach	800	318.00	100.00	900.00	60.33	7.5%	0.00	721.42	90.2%	0.00	721.42	80.2%	25	0.00	0.0%	0.00	60.33	
Pismo Beach	892	355.00	605.00	1497.00	0.00	0.0%	22.2%	892.00	100.0%	163.64	1055.64	70.5%	96	6.16	6.4%	12.29	134.36	
CSA 12	245	98.00	0.00	245.00	4.70	1.9%	0.00	118.13	48.2%	0.00	118.13	48.2%	120	6.62	5.5%	11.08	10.86	
San Miguelito	4530	1803.00	1187.00	5717.00	211.91	4.7%	15.4%	4133.56	91.2%	475.81	4609.37	80.6%	241	12.78	5.3%	23.37	407.54	
Total																	1426.30	



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)	479.87	-42.50
Storage (full at 49200 acre feet)	19631	39.9%
Rainfall	0.31	9.51
Downstream Release (4200 acre feet/year)	109.7	2703.22
Spillage (acre feet)	0	0.00

Lopez Dam Operations	This Month	Year to Date
Lake Elevation (full at 522.37 feet)	479.87	-42.50
Storage (full at 49200 acre feet)	19631	39.9%
Rainfall	0.31	9.51
Downstream Release (4200 acre feet/year)	109.7	2703.22
Spillage (acre feet)	0	0.00

- Comments:**
- Oceano supplied water to Canyon Crest via Arroyo Grande's Edna turn out. A total of 1.96 AF delivered to Canyon Crest was added to Oceano's water usage this month and 1.96 AF was subtracted from Arroyo Grande's usage this month.
 - OCSD revised their annual State Water Delivery Request on September 10th from 150 AF to 60 AF.
 - In February 2021 Pismo granted 50AF of its surplus water to OCSD. Pismo's Surplus Water Requested was adjusted from 655 AF to 605 AF and OCSD's Surplus Water Request was adjusted from 321 AF to 371 AF.



COUNTY OF SAN LUIS OBISPO
Department of Public Works
 John Diodati, *Interim Director*

March 18, 2021

MEMORANDUM

TO: Flood Control Zone 3 Advisory Committee

FROM: Jenny Morgan, Accountant III
 Sherri Weiss, Admin. Services Manager

SUBJECT: Flood Control Zone 3, Second Quarter Budget Status, Fiscal Year 2020-21

Recommendation

The item to be received and filed.

Summary

Attached please find a comparison of the budget to actual expenses for the second quarter of fiscal year 2020-21. The \$6.3M budget is broken into three categories: Routine Operations & Maintenance, Non-Routine Operations & Maintenance, and Capital Outlay. At the end of the second quarter, 34% of the total annual budget has been expended.

Total Budget	Expenses through Q2	Balance Available	% of Budget Expended
6,366,952	2,156,741	4,210,211	34%

Routine O&M: This category has a budget of \$4.1M dollars. At the end of the second quarter, 47% of the annual budget has been expended, resulting in approximately \$2.2M available for the remainder of the year. Expenses in this category are on target with budgeted levels.

Total Budget	Expenses through Q2	Balance Available	% of Budget Expended
4,150,223	1,964,828	2,185,395	47%

Non-Routine O&M: This category has a budget of approximately \$1.7M. At the end of the second quarter, 7% of the annual budget has been expended, resulting in an available balance of roughly \$1.6M for the remainder of the year. Most of the items in this category have had budget carried forward from the prior year in order to continue work on them.

Total Budget	Expenses through Q2	Balance Available	% of Budget Expended
1,688,057	115,457	1,572,600	7%

Capital Outlay: This category has a budget of almost \$580,000. At the end of the second quarter, expenses were 13% of the annual budget, resulting in approximately \$502,000 available for the remainder of the year. Unspent budget from the prior year has been carried forward for several projects and accounts for the majority of this category's budget.

Total Budget	Expenses through Q2	Balance Available	% of Budget Expended
578,672	76,456	502,216	13%

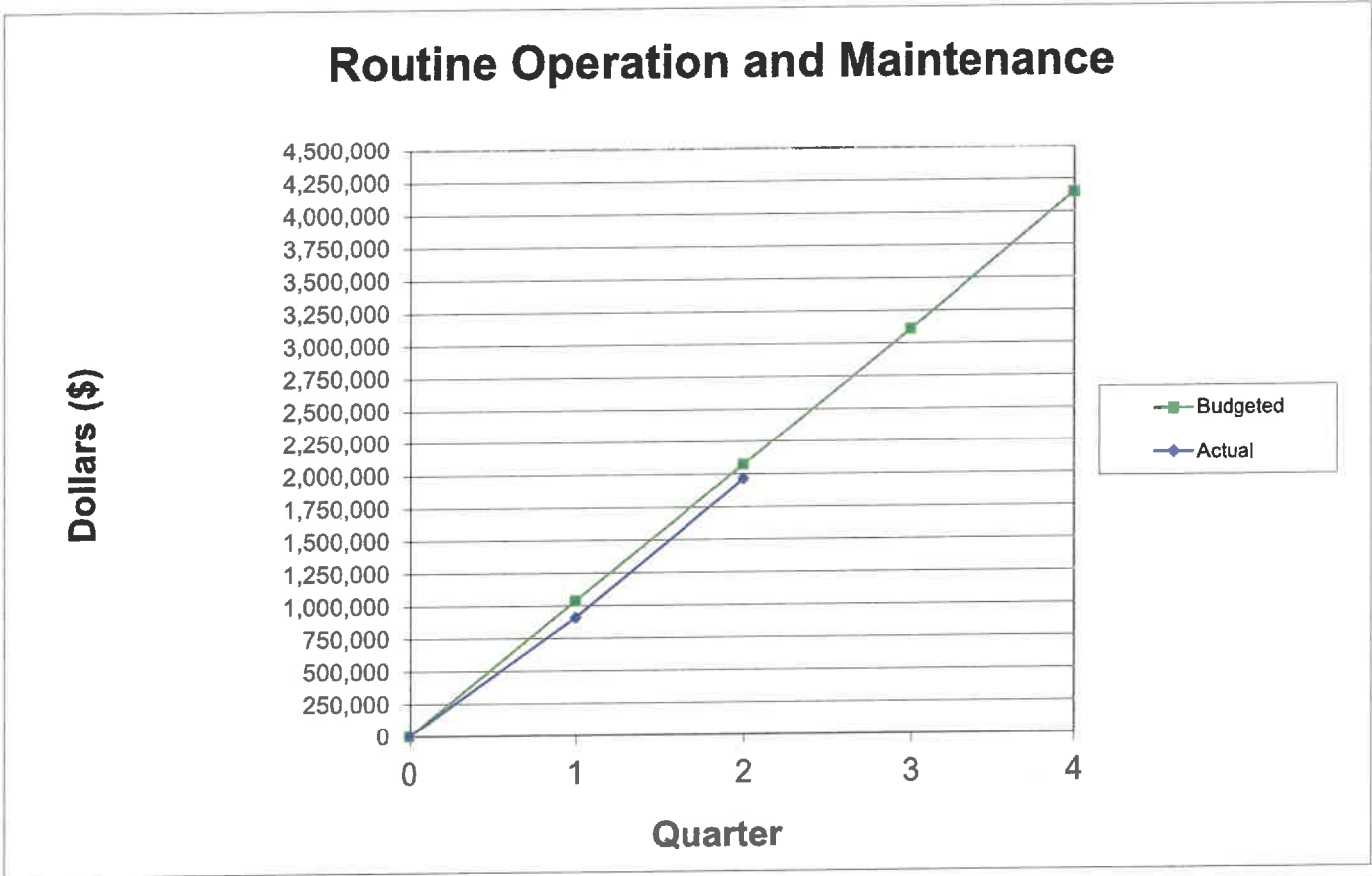
Other Agency Involvement/Impact

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

Revised billings for FY 2019-20 were mailed along with the 2nd installment of the FY 2020-21 billings that were due January 1, 2021. All agencies are current on their payments.

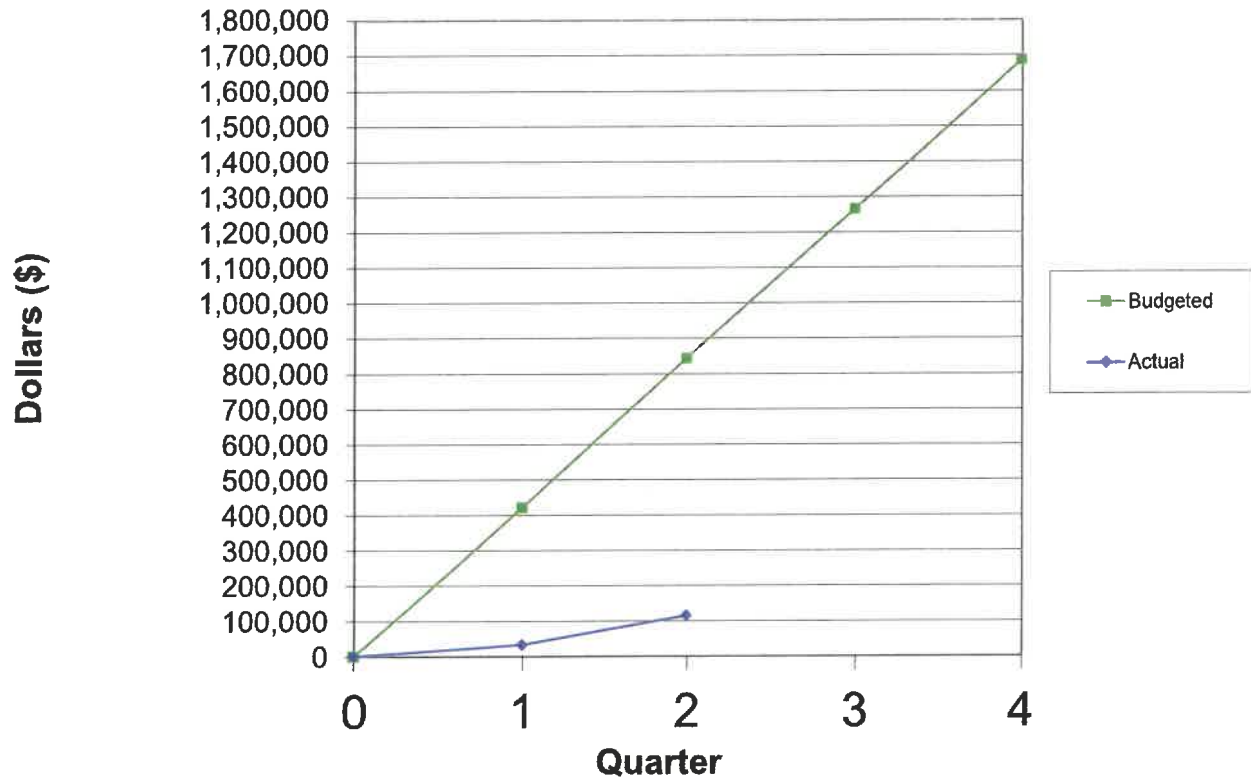
Zone 3 Budget Status
2nd Quarter FY20/21



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	23,728	5,183	5,859	-	-	11,042	47%	
Chemicals - Water Treatment Plant	\$ 438,498	\$ 149,755	\$ 131,331	\$ -	\$ -	\$ 281,086	64%	\$ 157,412
Water Quality Testing - Treatment Plant	46,262	12,718	11,374	-	-	24,092	52%	22,190
Electricity - Water Treatment Plant	295,445	94,582	81,708	-	-	176,290	60%	119,155
All Other Costs - Water Treatment Plant	1,691,940	383,007	470,723	-	-	853,730	50%	838,210
Terminal	272,343	18,567	49,052	-	-	67,619	25%	204,724
Main Dam	357,313	44,832	47,261	-	-	92,093	26%	265,220
Other	1,048,402	206,398	263,520	-	-	469,918	45%	578,484
Expenses		909,860	1,054,969	-	-	1,964,828	47%	2,185,395
Budget	4,150,223	1,037,556	1,037,556	1,037,556	1,037,556	3,112,667		
Variance (over)/under		127,696	(17,413)	1,037,556	1,037,556	2,057,699		
% Variance		12%	-2%	100%	100%			

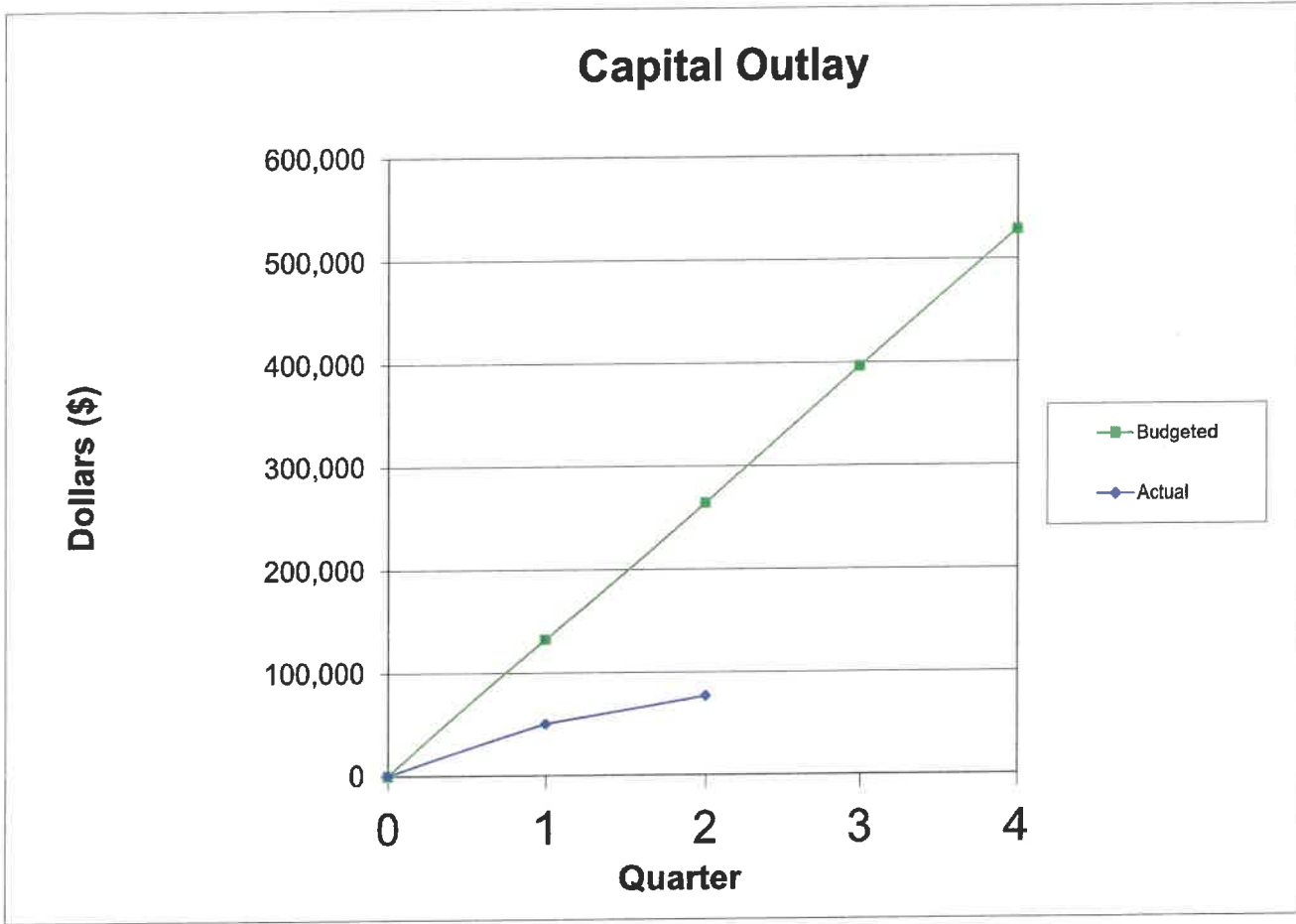
Zone 3 Budget Status
2nd Quarter FY20/21

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	\$ 415,285	\$ 16,750	\$ 17,871	\$ -	\$ -	\$ 34,621	8%	\$ 380,664
Cathodic Protection Repair Project	449,933	-	-	-	-	-	0%	449,933
Geotech Test/Seismic Ait Study Terminal Dam	89,829	-	-	-	-	-	0%	89,829
Safety Upgrades to WTP	53,282	-	-	-	-	-	0%	53,282
Replace Obsolete Hach Turbidimeters	53,100	-	59,695	-	-	59,695	112%	(6,595)
Water Treatment Alternatives Study	35,000	-	-	-	-	-	0%	35,000
Risk Assessment Fault Zone Left Abutment	40,000	-	-	-	-	-	0%	40,000
Cloud Seeding Program	350,672	15,972	2,585	-	-	18,557	5%	332,115
Domestic Tank Repair	10,674	-	-	-	-	-	0%	10,674
Spillway Physical Investigation	190,282	-	2,584	-	-	2,584	1%	187,698
Expenses		32,722	82,735	-	-	115,457	7%	1,572,600
Budget	1,688,057	422,014	422,014	422,014	422,014	1,688,057		
Variance (over/under)		389,292	339,280	422,014	422,014	1,572,600		
% Variance		92%	80%	100%	100%			

Zone 3 Budget Status
2nd Quarter FY20/21



Capital Outlay Projects	Total Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	Total Exp as % of Budget	Total Balance Avail
Improved Boat Access at Term Res	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ 50,000
Equip Storage Garage Design	89,849	-	-	-	-	-	0%	89,849
Fireflow Tank Repair	85,000	-	-	-	-	-	0%	85,000
Mini Excavator	46,700	50,092	-	-	-	50,092	107%	(3,392)
Dump Trailer	9,500	-	10,960	-	-	10,960	115%	(1,460)
ATV, Polaris	15,000	-	15,403	-	-	15,403	103%	(403)
New Water Treatment Barge	50,000	-	-	-	-	-	0%	50,000
Upgrade EQ Pump	17,623	-	-	-	-	-	0%	17,623
Carbon Dioxide Injection System	160,000	-	-	-	-	-	0%	160,000
Various Equipment Replacement	55,000	-	-	-	-	-	0%	55,000
Expenses		50,092	26,363	-	-	76,456	13%	502,216
Budget	578,672	144,668	144,668	144,668	144,668	578,672		
Variance (over)/under		94,576	118,305	144,668	144,668	502,216		
% Variance		65%	82%	100%	100%			



**SEEDING INCREASE ESTIMATES
 FOR THE LOPEZ LAKE WATERSHED CLOUD SEEDING PROGRAM
 OPERATED
 DURING THE 2020 WATER YEAR**

SUMMARY OF RESULTS
Table 1.
Summary of Results

Measure	Total for Seedable Period (AF)	Increase Attributed to Seeding (AF)	Cost per AF (\$)
Runoff	3,098	468	353
Precipitation	30,000	3,200	52

The 2020 Water Year was characterized by long dry spells resulting from persistent high-pressure systems above the central coast. With contracts formalized near the end of December the commencement of operations was delayed until the first part of January. The first seeding opportunity came in March of 2020. Though still below average, the earlier start in operations during the current season has yielded far more seeding opportunities. NAWC has already performed more seeding for the 2021 Water Year than was performed during the entirety of the 2020 Water Year.

The Cloud Seeding program performed by NAWC for the 2020 Water Year cost a total of \$165,525 and resulted in a calculated inflow (runoff captured by Lake Lopez) increase of an estimated 468 acre-feet (AF) of water. This equates to a cost per acre-foot of \$353, which is substantially less than other sources of water in the region. For the 2021 Water Year, NAWC recommended the transition to a “ground-only” seeding program to increase the overall program efficiency. Ground based programs in California’s Central Coast have been the topic of numerous studies over the course of the last 50 years, and have been found to yield similar results to aircraft programs when seeding “convective” storms, particularly “convective bands.”

LOPEZ LAKE WATERSHED
Updating the Target Area and Watershed Maps

In order to provide an accurate estimate of the total rainfall and runoff that benefitted Lopez Lake, NAWC undertook a topographical review of the Lopez Lake Watershed. NAWC reviewed the KMZ files of the watershed internally, then compared our findings to the Basin maps provided by the California Nevada River Forecast Center (CNRFC). Updating the boundary map of the watershed was critical to ensuring an accurate estimate of the 2019-2020 program benefits.

The current map was defined in the original Feasibility and Design Study (Figure 1.) and represents a land area of roughly 61,285 acres. After thorough topographical review, NAWC determined that roughly 19,000 acres of the defined area drained into Huasna Creek, not into Lopez Lake. Comparison with CNRFC basin boundaries confirmed NAWC's findings.



Figure 1. Lake Lopez Watershed as defined in the original feasibility and design study.

The updated watershed map is provided (Figure 2.) for visual reference, and a KMZ files is available upon request.



Figure 2. Updated map of the Lake Lopez Watershed.

Watershed Runoff Patterns

For evaluation purposes, NAWC has divided the watershed into three drainage zones based on significant topographical features and runoff patterns (Figure 3.). The primary boundary for the three zones is defined by a mountainous barrier that runs east/northeast across the central portions of the watershed. This geographical boundary extends from Lake Lopez to the northeastern boundary of the watershed, and is responsible for the lakes horseshoe-like appearance. Zones 1 and 2 produce runoff that enters the northern portion of Lake Lopez while zone 3 produces inflow into the southern portions of the lake. Zone 1 is the only source of *metered* inflow into Lake Lopez through Lopez Creek. The other 2 zones produce runoff through various unmetered and unregulated canyons, channels and creek beds.

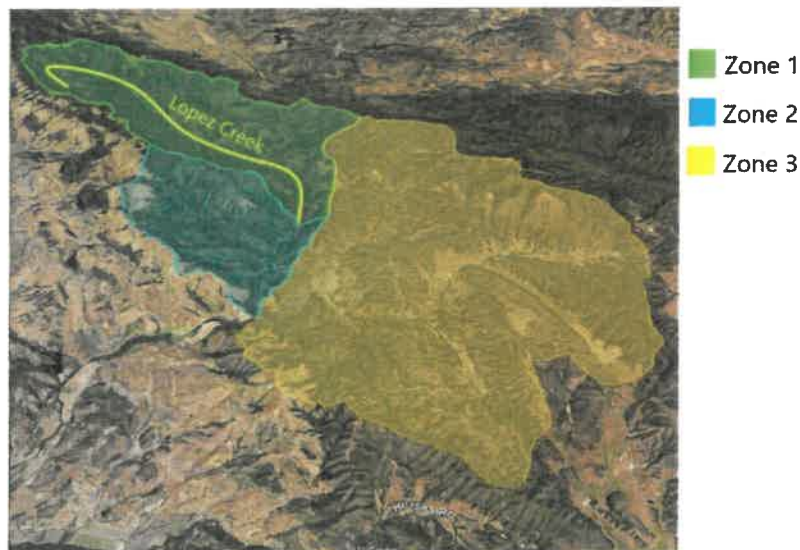


Figure 3. Drainage zones for the Lake Lopez Watershed.

ESTIMATING RUNOFF AND RAINFALL

Lopez Creek Inflow Estimates

During a typical year, total inflow numbers for Lopez Lake from Lopez Creek can be estimated using stream gage data. For the 2020 Water Year NAWC has been unable to locate data sufficient for determining seasonal stream flow totals from the USGS. Daily data is charted online but is insufficient for a reliable seasonal estimate. Using Total inflow estimates provided by SLO County, and a regression derived from a multi-year evaluation NAWC estimates that 1452 AF of inflow occurred through Lopez Creek.

Though the Lopez Creek Drainage only accounts for roughly 1/3 of the Lopez Lake Watershed (by areal representation), historical records indicate that this creek is responsible for just shy of 50% of the total inflow into Lopez Lake.

During the design and feasibility study, it was determined that the average inflow from Lopez Creek into Lopez Lake (from 1969 through 2009) is 6,606 acre-feet, suggesting that runoff for the 2020 Water Year was only 22% of average. During the seeding period of January – April of 2020, rainfall at Lopez Dam was measured at close to 80% of average, suggesting that precipitation fared far better than runoff during this period. This is not unusual for watersheds experiencing below average precipitation, as dry soil conditions can require substantial amounts of rainfall before measurable runoff occurs.

Additional Inflow

Depending on weather patterns and soil conditions Zones 2 and 3 have historically accounted for 50-60% of the inflow into Lake Lopez. Given the soil conditions that permeated that the watershed last year NAWC would predict that contributions from Zone 3 (particularly from the more southerly portions of Zone 3) represented a smaller percentage of total inflow into Lake Lopez. This correlates well with our estimates for Lopez Creek runoff of roughly 1500 AF and SLO Counties estimates for total inflow equaling just over 3,000 AF.

Determining the source of inflow isn't critical to NAWC's calculations for total increase estimates. This information does, however, play a role in our planning and operations.

RUNOFF AND RAINFALL INCREASE ESTIMATES

Runoff and Inflow Increase Estimates

Two precipitation gauges (Lopez Dam and Lopez Recreation Area) were correlated with runoff from Lopez Creek. Precipitation data were available online for these sites going back to the 2008 Water Year. Another gauge (Upper Lopez) which is located further inside the target area, was established more recently in early 2020. Rainfall data was compared to radar derived rainfall estimates for one seeding event in March 2020 to help verify the representativeness of these gauge sites to the target area as a whole.

Regressions conducted using recent precipitation data from the Lopez Dam and the Recreation Area sites concluded that a 10% seasonal increase in precipitation (due to seeding operations) would produce runoff increases of 13-17% with the more correlated of the gauges (Lopez Dam) indicating a 17% increase in runoff. In the original SLO program feasibility study, a 9% precipitation increase resulted in a roughly 13% increase in Lopez Creek runoff and a roughly 18% increase in Lopez Lake inflow. From these analyses NAWC determined that an overall 10% increase in precipitation in the watershed would yield a 15% to 18% increase in the total inflow to Lopez Lake for the 2020 water year.

Increases in runoff are generally higher (in terms of percentages) than increases in precipitation, due to the fact some precipitation is usually lost to recharging soil moisture before runoff begins. Thus, additional precipitation (due to seeding) tends to increase the overall efficiency of runoff a multiplicative or even exponential rate, especially in dry years.

Under the right conditions, a 10% increase in **individual** storm productivity will be the difference between little to no runoff and measurable runoff. During storms of sufficient magnitude, all or portions of the 10% increase will fall after soil conditions have met saturation thresholds and runoff is occurring. These storms result in a very high efficiency between storm seeding increases and runoff increases.

Using the total Lopez Lake inflow value of 3,098 AF in 2020 and applying the derived increase estimates (based on multi-year historical data analysis) cloud seeding in the Lopez Lake Watershed resulted in an estimated **468 AF** inflow (to Lopez Lake) increase.

Note that the results of work performed most recently for the Santa Barbara cloud seeding program suggest precipitation increases closer to 17% for convective storms, which would correlate to a more than 25% increase in runoff. NAWC used a significantly more conservative value of just over 10% for the purpose of this study as portions of the 2020 water year relied on 1 AHOGS installation for seeding. With the establishment of a 2nd AHOGS installation for the 2021 water year, NAWC predicts a significant improvement in seeding efficiency.

Rainfall Increase Estimates

In addition to calculating runoff increases, NAWC also considered the total precipitation that occurred during the program’s operational period to estimate the increase in rainfall (Table 1). Precipitation totals for each of the seeded storms can be found below in Table 2.

Table 1
Seasonal Rainfall Estimates

March – April 2020 Total rainfall at Upper Lopez	8.54 inches
Estimated natural (non-seeded) rainfall based on a 10% increase assumed due to seeding	7.76 inches
Difference (assumed seeding increase) representative of target area	0.78 inches

Table 2
Seeded Storm Period Rainfall

Storm period	Upper Lopez rainfall (inches)	Lopez Rec Area rainfall (inches)
March 9-11	1.45	1.68
March 15-16	1.81	1.65
March 22-23	0.99	0.75
April 5-6	1.63	1.76

NAWC determined that the Upper Lopez Rain Gauge would be most representative of the watershed, given its elevation and geographic location. Using the precipitation totals from this gauge **NAWC estimated that a total of 30,000 AF of precipitation occurred over the watershed during the storms that were seeded for rain enhancement.** With a minimum expected increase of 10% and a maximum expected increase of 17% we estimate a total increase in rainfall of 3,200 AF.

From NAWC’s inflow estimates and runoff calculations, NAWC estimates that 15% of the augmented rainfall contributed directly to Lopez Lake inflow, with the remaining portion being absorbed by the pervasively dry soil. Though we do not ascribe a dollar value to water that is absorbed by the soil,

this water does play a significant role in recharging ground water and in supporting vegetation and numerous animal species in the area.

To validate our rainfall estimates, NAWC performed a High-Resolution Radar analysis for the storm that occurred from March 15-16. This HRR analysis uses radar data to recreate the storm events that occurred during that calendar period, calculating estimated precipitation durations and intensities across the watershed and the surrounding areas. The results of this analysis are represented in a rainfall contour map (see Figure 4.).

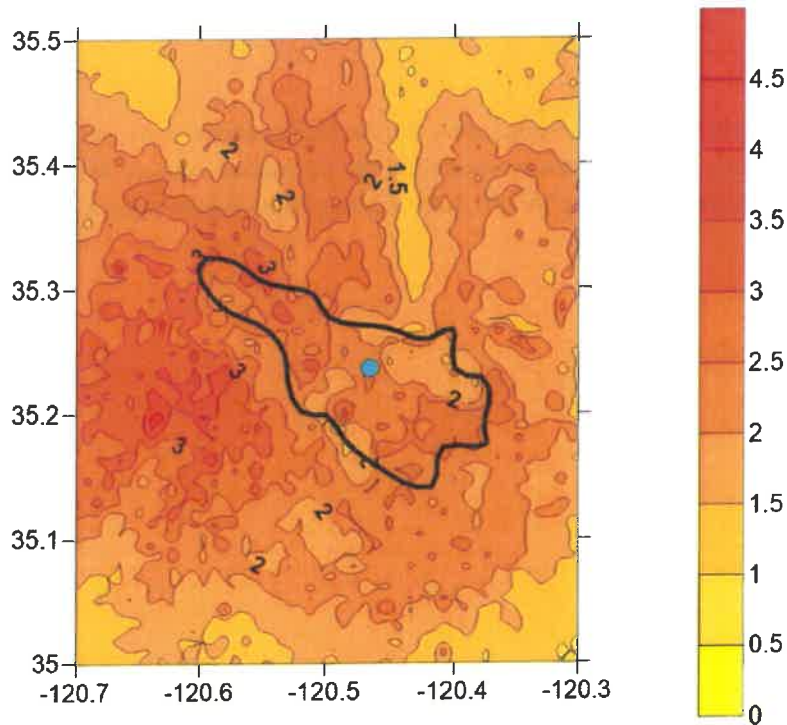


Figure 4. Total precipitation contour map for the series of rainfall events that occurred beginning on March 15th 2020.

Using the KMZ output file type, spatial representations for each rainfall contour can be ascribed, and a weighted average for total rainfall in the watershed can then be derived. This process is recorded in Table 3. The results of the HRR analysis suggest an average precipitation value of 2.3" across the watershed, occurring between the 15th and 16th of March 2020. This number is slightly higher than the rainfall that was measured at Upper Lopez Rainfall Gauge Site, suggesting that our total rainfall estimates were likely conservative.

Table 3.

Derivation Data for Total Precipitation from March 15th to March 16th 2020

Contour Line	Area 1 (AF)	Area 2 (AF)	Total (AF)	Percentage	Avg Precip (Inches)	Weighted Average (Inches)
1.5	6608	3187	9795	23.77%	1.75	2.32
2	16491		16491	40.02%	2.25	
2.5	5629	7882	13511	32.79%	2.75	
3	1406		1406	3.41%	3	
		Total	41203			

Stream flow and runoff calculations were derived independently of rainfall estimates and are not dependent on these calculations. NAWC asserts that the estimated increase of 468 AF of inflow into Lake Lopez is as accurate as the somewhat limited data sources in the region permit.



ZONE 3 Lopez Project

San Luis Obispo County Flood Control and Water Conservation District

TO: Zone 3 Advisory Committee

FROM: David Spiegel, PE

DATE: March 18, 2021

SUBJECT: Zone 3 Projects Update

Project Updates:

- TESLA Battery Storage
 - 50% plans are being developed.
 - Electricraft reviewed the proposal and did not see any issues with the process
 - District met with Tesla Engineering to confirm all questions related to operation
 - Budget - Free

- Spillway Assessment and Investigation
 - DSOD has reviewed the responses by the District and its consultant and has requested a conference call to go over the items to facilitate any questions or comments by either side. A conference call has not been scheduled at this time. The District is still preparing a work plan for the items associated with DSOD's comments.
 - DSOD has requested review and approval during all phases of the Spillway Assessment.
 - Underdrain video assessment is being quoted (DSOD required as part of the above comments)
 - Budget ~\$190,000

- Geotechnical Testing & Seismic Alternatives Study of Terminal Reservoir Dam
 - Working with Department of Safety of Dams to determine the scope of the Geotech testing such that it can be put out to bid. Results from the Geotech testing of the Terminal Dam will help determine whether to seismically retrofit or de-commission the Terminal Reservoir. TAC supported proceeding with this work at their October 2020 meeting.
 - Overall Budget Needed \$500,000
 - Budget available this fiscal year ~\$90,000 to begin project

- Fault Zone Risk Assessment for Dam Left Abutment (No Change)
 - Above the left abutment is a fault that was classified as a slow-moving landslide with potential for material to slough off and become located on the downstream side of the dam.
 - A risk assessment has been requested by the TAC to determine the probability of such an event.



ZONE 3 Lopez Project

San Luis Obispo County Flood Control and Water Conservation District

- Additional quotes are needed at this time.
- Budget ~\$40,000

- Lopez WTP Safety Upgrades (No Change)
 - Staff are looking into additional consultants to do a lifeline system within the membrane building.
 - Multiple consultants have reviewed the project, but none have quoted the project.
 - Budget ~\$53,000

- Cathodic Protection Repair Project (No Change)
 - This is the result of the Cathodic Protection Survey completed in 2019
 - Estimate is \$848,000 to completely repair the system
 - This will be a 3 - 4 year phased project to begin this year

- Equipment Storage Building
 - A new site has been chosen for the location of a storage building. Previous sites were too expensive, or their location proved problematic with uncertain future outcomes of the terminal reservoir.
 - A consultant has been chosen to perform the structural calculations and construction package for the new building's location over the existing flocculation basin.
 - Budget ~\$90,000

- CO2 (Chlorine Dioxide) Injection System
 - Our CIP division is currently preparing a Request For Proposal for the CO2 system and will be out to bid soon. CO2 will replace the Mineral Acid injection process at the plant that was added several years ago to combat scaling of equipment that was occurring and causing problems for the Pall membrane racks and other treatment processes.
 - Current budget \$160,000.

Unbudgeted O&M Projects

- Sludge Bed Curtain Wall Rehabilitation
 - One sludge bed has developed a leak through the adjacent hillside that leads down to the terminal reservoir's spillway. This bed had an existing underground curtain wall poured in the 90's to fix this issue.
 - Quotes are being received to pressure grout in front of the underground curtain wall to re-seal any cracks that have developed over the last 30 years.
 - ~\$50,000 per initial quote



ZONE 3 Lopez Project

San Luis Obispo County Flood Control and Water Conservation District

- Leak at Main Dam outlet works building
 - Staff has determined that the source of the leak is dissimilar metals corrosion, a plan is being prepared for the removal, repair, and replacement of the flanges that connect to a 20" valve that have corroded.
 - Isolating flange kits will be installed to prevent future corrosion.
 - Creek releases will be provided by the 42" emergency valve while during construction.
 - No estimate of cost currently

Upcoming Projects for 20/21:

- Replacement of Hach Turbidimeter
- EQ Pump Upgrade

Completed Projects

- Repairs to Terminal Dam Spillway
- Lopez Terminal Dam Monument Survey
- Domestic Tank Repairs



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

Department of Public Works

John Diodati, Interim Director

TO: Zone 3 Advisory Committee

FROM: David Spiegel, Utilities Senior Engineer

VIA: Mark Chiamonte, Utilities Division Manager

DATE: March 18, 2021

SUBJECT: Declaration of Surplus Water for Water Year 2020-21

RECOMMENDATION

It is recommended that your committee recommend that the Board of Supervisors, acting as the Board of Supervisors for the San Luis Obispo County Flood Control and Water Conservation District (District), declare surplus water as described in Article 4, Sections (C) and (D) of the Lopez Water Supply Contracts, in the estimated amount of 1476 acre feet (AF) or as amended after actual end of water year accounting is completed.

DISCUSSION

Declaration of Surplus Water

Every year the District declares surplus water per the water supply contracts for Zone 3 (Lopez Water System) of the District. The Zone 3 water supply contracts define surplus water as, *"The portion of the Safe Yield for Project water remaining after distributions of water during the said previous Water Year"* (Article 4 (D)). The declaration of surplus water does NOT mean that there is an amount of "excess" water in the reservoir; in short, surplus water is water that was saved from the previous year's municipal entitlements and downstream releases. The water supply contracts specify that surplus water is offered to the Zone 3 contractors in proportion to their participation in the project; this year's estimated surplus is 1476 AF as shown in the table below.

Table: Zone 3 2019-20 Estimated Surplus Water (as of Mar 1, 2021)

Contractor	Entitlement Acre-Ft (AF)	Entitlement Delivered AF	Surplus Generated (Unused Entitlement)	Entitlement %	Surplus Available	Cost per AF	Total Cost
					% (x 1476)		
Arroyo Grande	2290	2239	51	50.55%	746	\$42.25	\$31,523.49
Pismo Beach	892	1135	0	19.69%	291	\$42.25	\$12,278.88
Grover Beach	800	785	15	17.66%	261	\$42.25	\$11,012.95
Oceano CSD	303	663	0	6.69%	99	\$42.25	\$4,171.95
CSA 12 (Avila)	245	125	120	5.41%	80	\$42.25	\$3,373.73
Sub Totals	4530	4947	186	100%			\$62,361.00
Downstream Releases	4200	2910	1290				
Total	8730	7857	1476				

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

FINANCIAL CONSIDERATIONS

Today's item has no financial impact to the Zone 3 Lopez Water System. The contracts provide that surplus water be offered at the cost of treatment and delivery only (not including capital costs of the system). This year's surplus water cost was calculated based on estimates of the cost to treat and deliver water in Lopez water year 21/22 and is offered at \$42.25 per acre foot. Agencies request a quantity of their available share of surplus water in June and must pay for the requested surplus water whether they use it or not. If there is remaining surplus water that an agency has not requested, then it is re-offered to the Contractors should anyone want additional water. All revenues from the sales of surplus water are proportionately credited back to the Zone 3 agencies.

NOTICE TO STATE WATER PROJECT CONTRACTORS**Date:** 3/23/2021**Number:** 21-06**Subject:** 2021 State Water Project Allocation Decrease – 5 Percent**From:**

A handwritten signature in blue ink that reads "Ted Craddock".

Ted Craddock**Deputy Director, State Water Project**

Department of Water Resources

Due to the persistent dry conditions, the Department of Water Resources (DWR) is decreasing the allocation of 2021 State Water Project (SWP) water for long-term contractors from 422,848 acre-feet to 210,266 acre-feet. Based on the recent low amount of precipitation and runoff, and an assessment of overall water supply conditions, SWP supplies are projected to be 5 percent of most SWP contractors' 2021 requested Table A amounts, which totals 4,172,786 AF. Attached is the revised 2021 SWP 5 percent allocation table.

This allocation is made consistent with the long-term water supply contracts and public policy. DWR's approval considered several factors including existing storage in SWP conservation reservoirs, SWP operational constraints such as the conditions of the 2019 Biological Opinions for federally listed species, the 2020 Incidental Take Permit for State listed species and the 2021 SWP contractors' demands. DWR may revise this and any subsequent allocations if warranted by the developing hydrologic and water supply conditions.

To develop the 5 percent schedule, DWR will scale down the current long-term SWP contractors' 15 percent schedules that were submitted in October 2020 (as part of the initial requests), unless SWP contractors submit updated schedules. DWR will send the approved monthly water delivery schedules to the long-term SWP contractors.

If you have any questions or need additional information, please contact John Leahigh, Water Operations Executive Manager, at (916) 651-2447.

Attachment



March 2, 2021

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

**SUBJECT: FEBRUARY 2021 MONTHLY FACILITY REPORT FOR THE AVILA BEACH COMMUNITY SERVICES
DISTRICT WASTEWATER TREATMENT PLANT, WATER SYSTEM AND COLLECTION SYSTEM**

WASTEWATER TREATMENT PLANT

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

WATER SYSTEM

The small water storage tank continues to be used as standby, with FRM staff monitoring the water quality in the tank and flushing as needed. FRM Staff continues to monitor the chlorine residuals and provide additional chlorine as needed. Staff has been performing distribution flushing on an as needed basis.

Staff replaced a leaking hose bibb at the Booster Station site.

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.

Staff compiled the data to complete and submit the annual Emissions Inventory Report per Air Pollution Control District Requirements. Staff compiled the data to update and submit the Hazardous Material Business Plan for the facility per County Requirements.

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

Sincerely,
FLUID RESOURCE MANAGEMENT



Carinna Butler
Operations Manager

ATTACHMENTS

- Self-Monitoring Report
- ABCSD Average Daily WWTP Effluent Flow (2019-2021)
- ABCSD Monthly Total WWTP Effluent Flow (2019-2021)
- Port San Luis Monthly Total Flow (2019-2021)
- Monthly Average Influent BOD (2019-2021)
- Monthly Average Effluent BOD (2019-2021)
- Monthly Water Purchased from Lopez (2019-2021)
- ABCSD Monthly Water Sold (2019-2021)



Avila Beach CSD Wastewater Treatment Facility

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

Month: **FEBRUARY 2021**

Effluent and Influent Monitoring

Date	Daily Flow (MGD)			Effluent Monitoring		
	Total	Max (gpm)	Avg (gpm)	Biweekly Total Coliform	Biweekly Fecal Coliform	Daily Chlorine Residual
1	0.044969	80	31			<0.02
2	0.037122	75	26	7	<2	<0.02
3	0.036678	74	26			<0.02
4	0.039853	72	28	2	<2	<0.02
5	0.047484	81	33			<0.02
6	0.055042	86	38			<0.02
7	0.054602	88	38			<0.02
8	0.046370	83	32			<0.02
9	0.040078	79	28	<2	<2	<0.02
10	0.041761	81	29			<0.02
11	0.037273	76	26	2	<2	<0.02
12	0.050658	86	25			<0.02
13	0.060453	91	42			<0.02
14	0.064472	94	33			<0.02
15	0.058454	92	41			<0.02
16	0.044759	96	31			<0.02
17	0.042808	95	30	<2	<2	<0.02
18	0.047351	81	33	2	<2	<0.02
19	0.056066	86	39			<0.02
20	0.062057	84	44			<0.02
21	0.060345	91	42			<0.02
22	0.044327	86	31			<0.02
23	0.042120	82	29	<2	<2	<0.02
24	0.037983	83	27			<0.02
25	0.042918	81	30	2	<2	<0.02
26	0.044203	88	31			<0.02
27	0.055228	88	39			<0.02
28	0.057063	88	40			<0.02
29						
30						
31						
Min	0.036678	72	25	<2	<2	<0.02
Mean	0.048303	85	33	<2	<2	<0.02
Max	0.064472	96	44	7	<2	<0.02
Total	1.352497	Effluent daily (dry weather) flow NTE 0.2 MGD (mean).				

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)
2/4/21	29	9	274	173	
2/7/21	26	17	316	200	
2/11/21	21	12	208	168	2.5 DNQ
2/14/21	38	23	325	274	
2/18/21	43	29	402	306	
2/21/21	38	30	327	281	
2/25/21	32	18	322	258	
2/28/21	39	31	407	327	
Min	21	9	208	168	2.5 DNQ
Mean	33	21	323	248	2.5 DNQ
Max	43	31	407	327	2.5 DNQ
BOD Removal: 89.7%			TSS Removal: 91.5%		

Effluent Monitoring

Date	Weekly Set. Solids (Grab)	Weekly Turbidity (Grab)	Weekly pH (Grab)	Weekly Temp °F (Grab)
2/4/21	<0.1	18.8	6.7	61
2/11/21	<0.1	14.4	6.8	63
2/18/21	<0.1	50.7	7.1	63
2/25/20	<0.1	22.7	6.7	63
Min	<0.1	14.4	6.7	61.0
Mean	<0.1	26.7	6.8	62.5
Max	<0.1	50.7	7.1	63.0

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
2/16/21	4,800

SIGNATURE: 

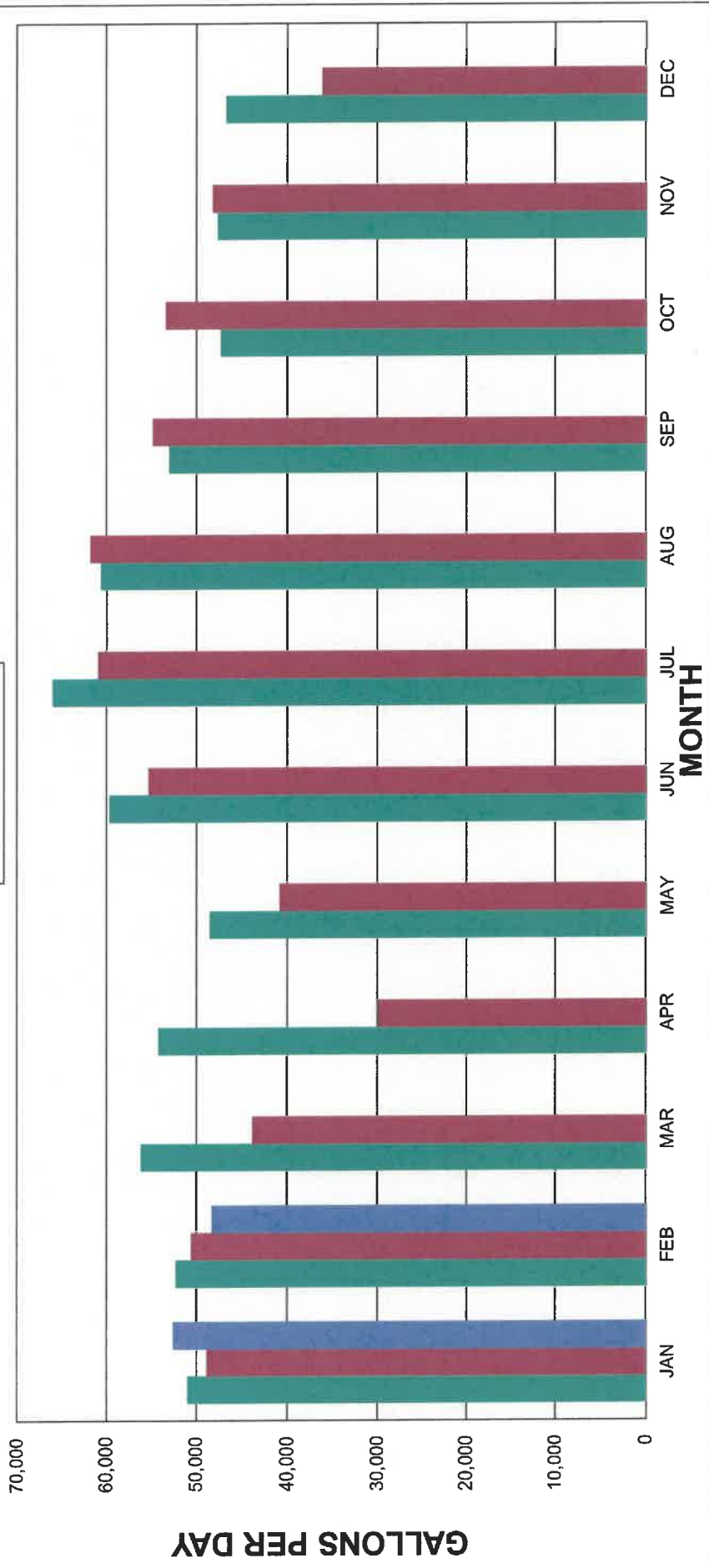
PRINTED NAME: Michael White

DATE: March 12, 2021

TITLE: CPO

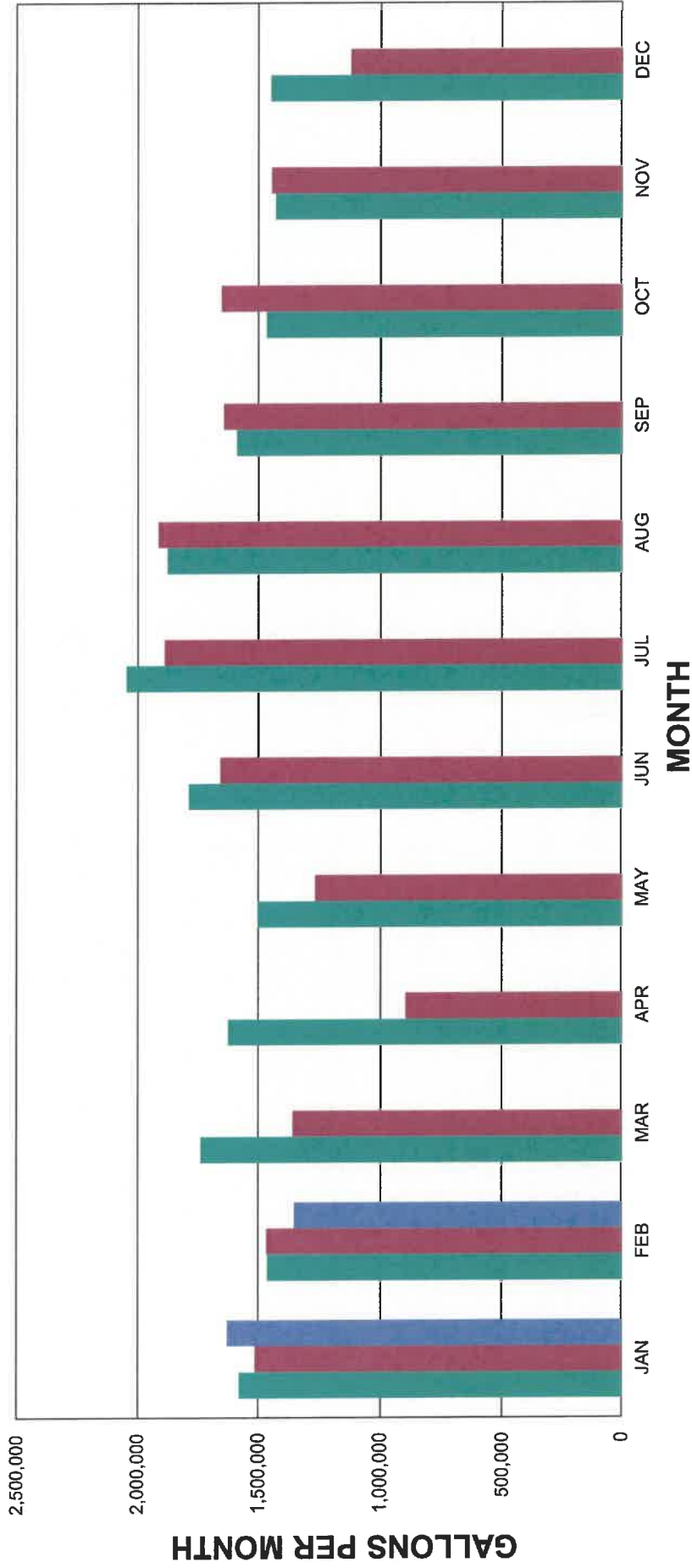
ABCSD AVERAGE DAILY WWTP EFFLUENT FLOW (2019 - 2021)

2019 2020 2021



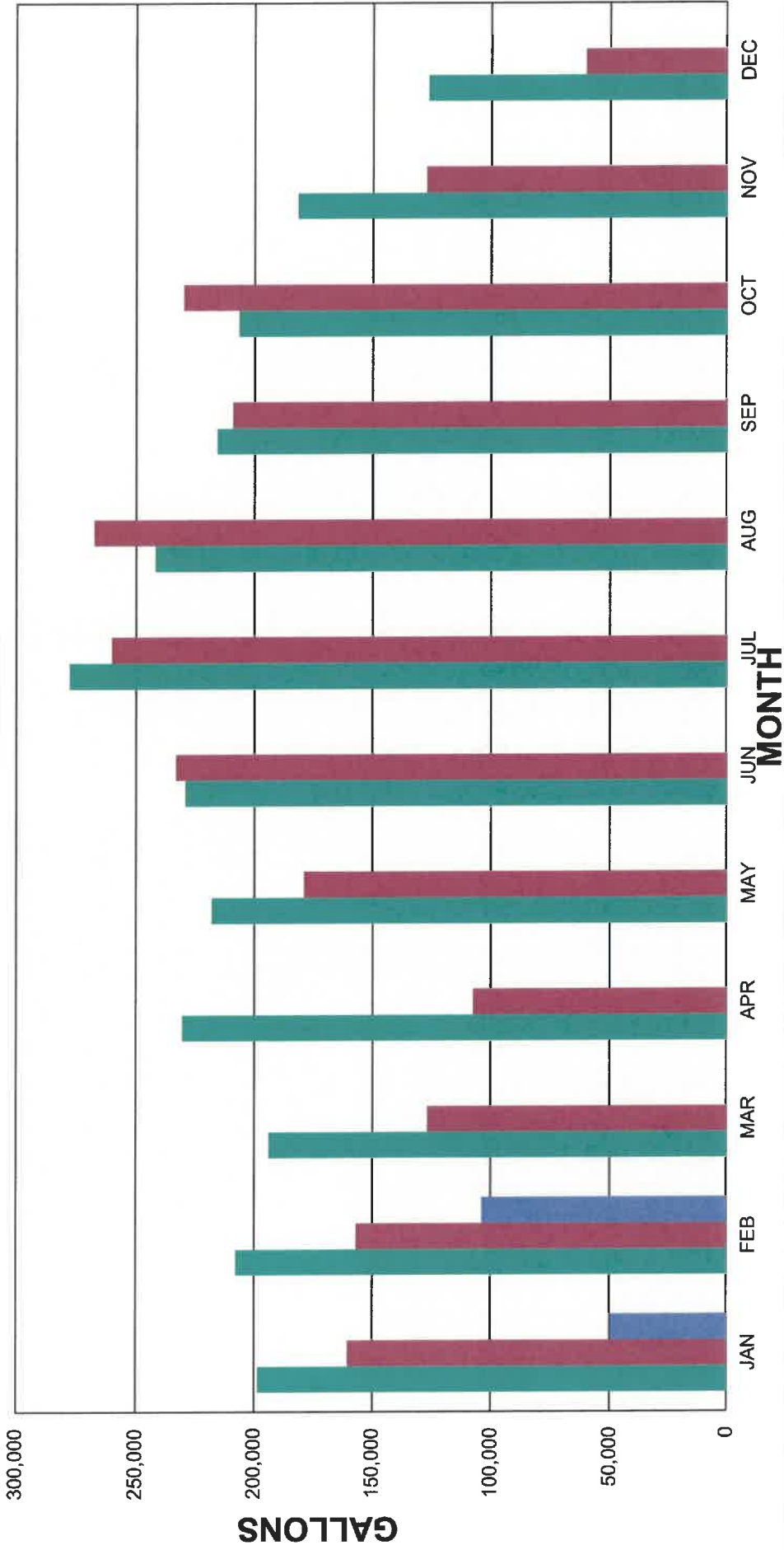
ABCSD MONTHLY TOTAL WWTP EFFLUENT FLOW (2019 - 2021)

■ 2019 ■ 2020 ■ 2021



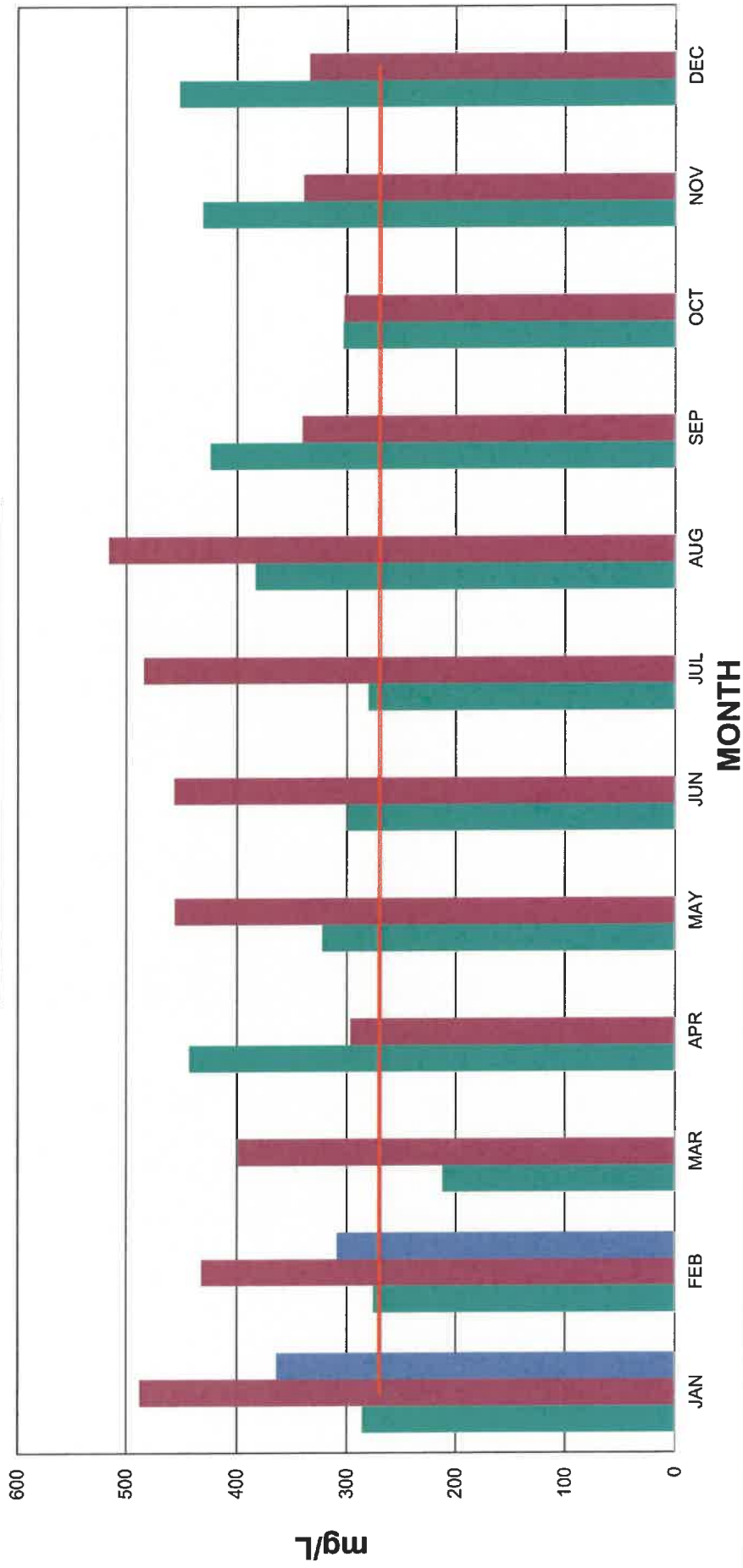
PORT SAN LUIS MONTHLY TOTAL FLOW (2019 - 2021)

■ 2019
 ■ 2020
 ■ 2021



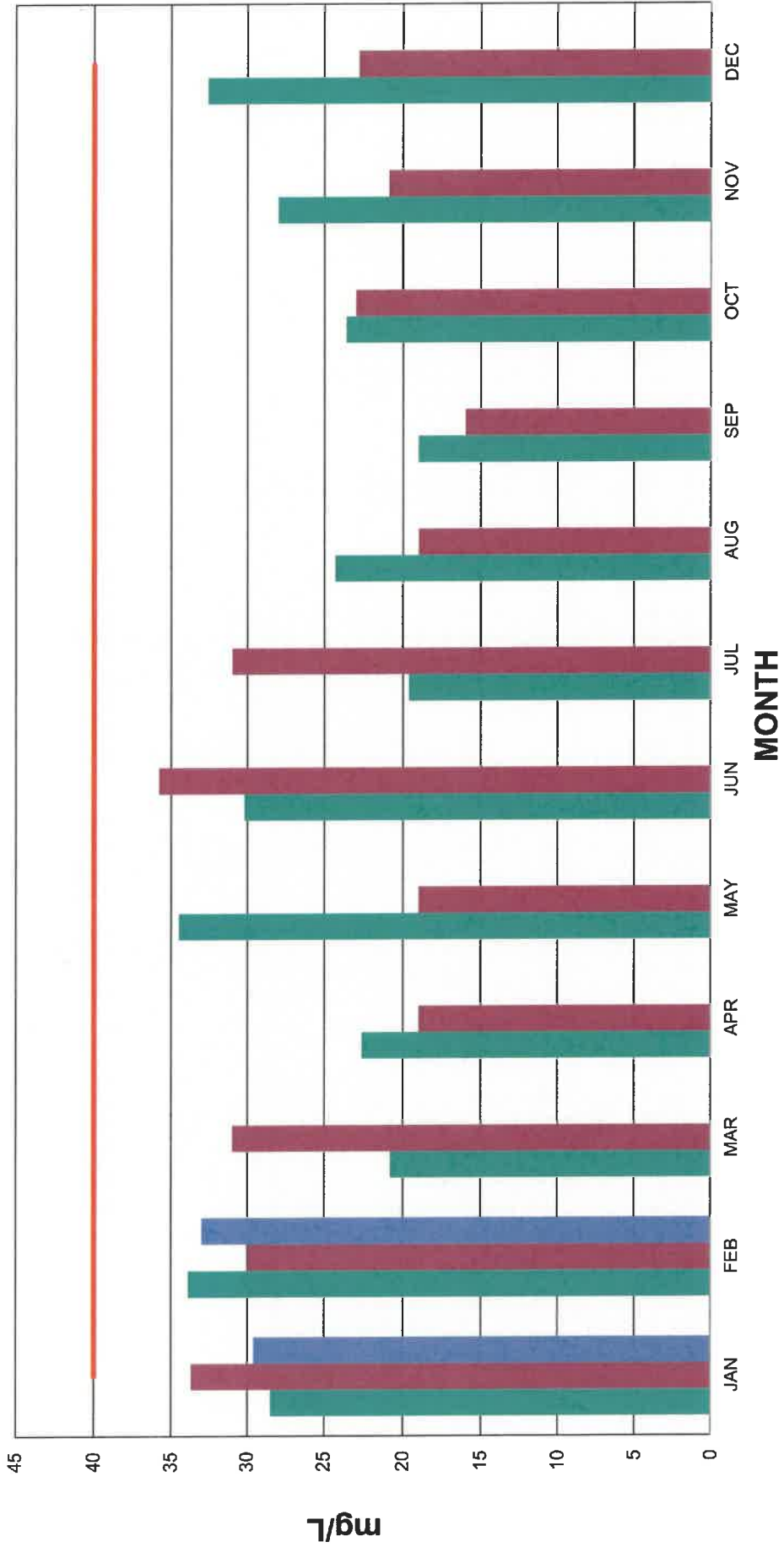
ABCSD MONTHLY AVERAGE INFLUENT BOD (2019 - 2021)

■ 2019
 ■ 2020
 ■ 2021
 — WWTP Design

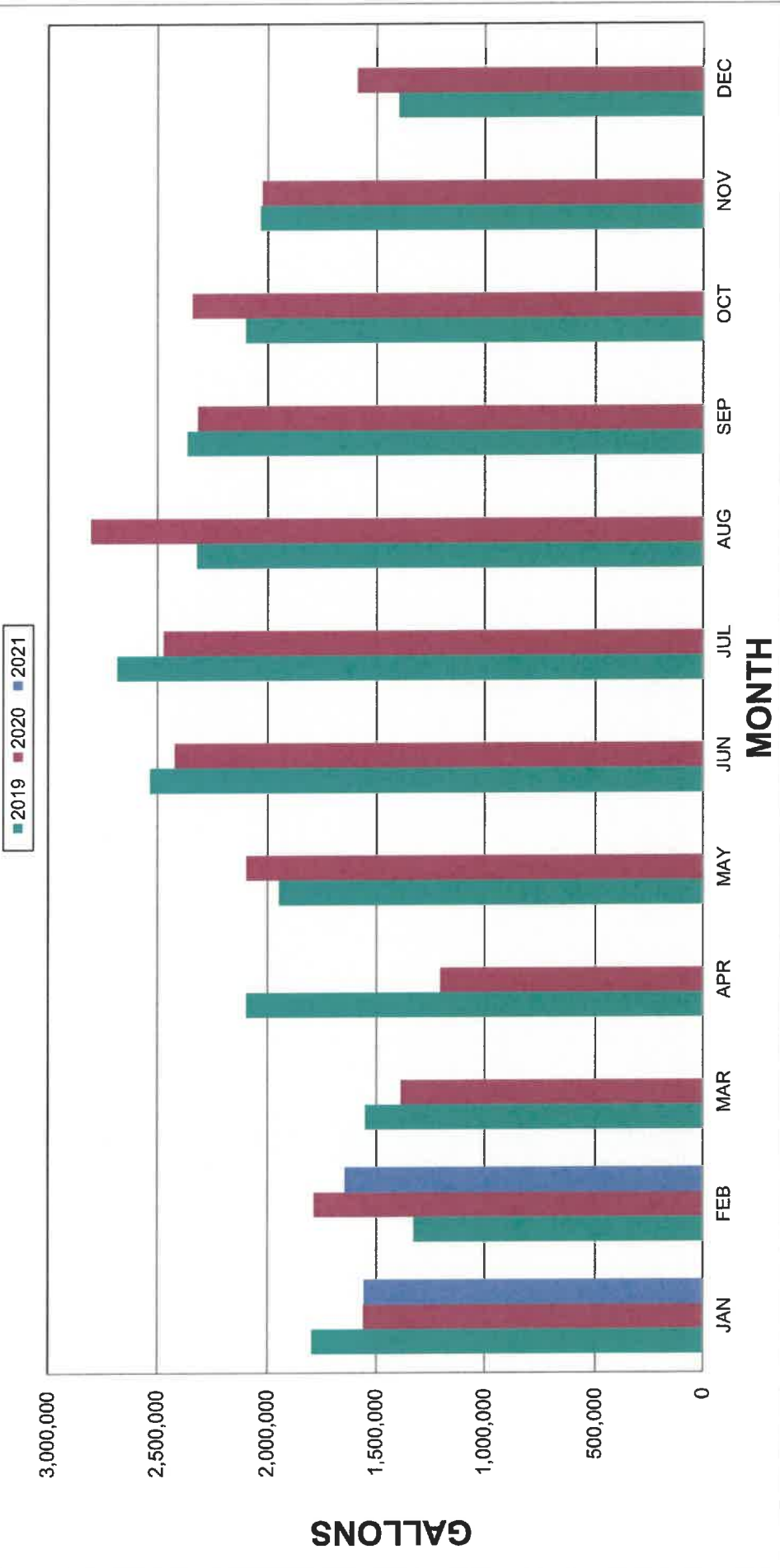


ABCSD MONTHLY AVERAGE EFFLUENT BOD (2019 - 2021)

■ 2019
 ■ 2020
 ■ 2021
 — 30 Day Average Limit

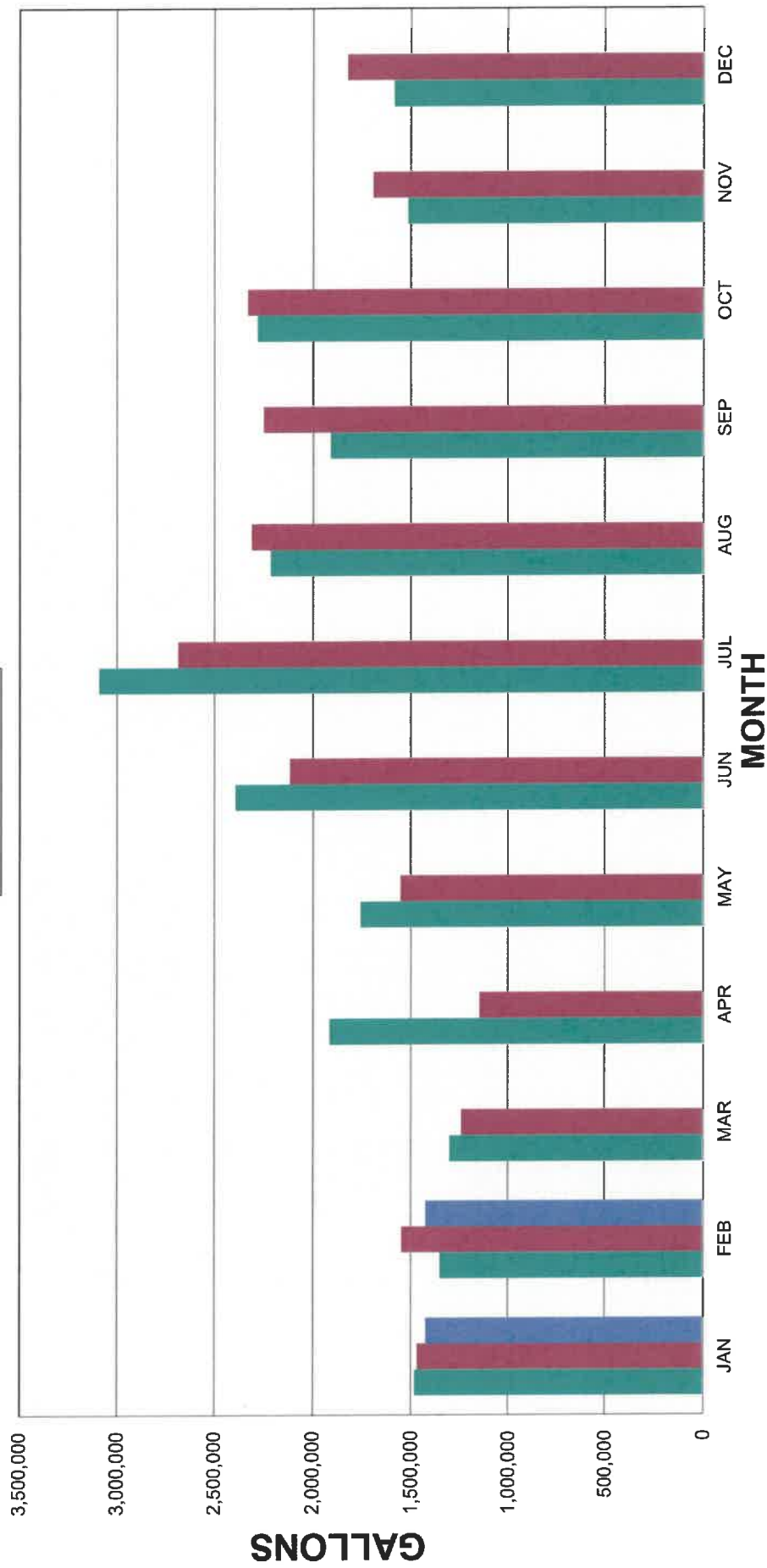


ABCSD MONTHLY WATER PURCHASED FROM LOPEZ (2019 - 2021)



ABCSD MONTHLY WATER SOLD (2019 - 2021)

2019 2020 2021





April 7, 2021

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

**SUBJECT: MARCH 2021 MONTHLY FACILITY REPORT FOR THE AVILA BEACH COMMUNITY SERVICES DISTRICT
WASTEWATER TREATMENT PLANT, WATER SYSTEM AND COLLECTION SYSTEM**

WASTEWATER TREATMENT PLANT

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

Secondary sed pump 2 was not operating. Staff diagnosed the failure as a loose connection on an electrical terminal block.

The Primary Clarifier was drained to allow replacement of the sludge pump feed and scum valve. While the clarifier was drained, the unit was inspected and cleaned. Corrosion was noted and minor touch-up to the coating was performed.

Communications with the I/O board at the First Street Lift Station was lost. Staff found the antenna facing down and pointing incorrectly. This was likely due to a bird landing on the antenna coupled with dry rot on the eaves that the antenna mount is screwed into. A new mount was fabricated onsite and installed.

WATER SYSTEM

The small water storage tank continues to be used as standby, with FRM staff monitoring the water quality in the tank and flushing as needed. FRM Staff continues to monitor the chlorine residuals and provide additional chlorine as needed. Staff has been performing distribution flushing on an as needed basis.

COMPLIANCE RECORD AND PLANT PERFORMANCE

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

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

Sincerely,

FLUID RESOURCE MANAGEMENT



Carinna Butler
Operations Manager

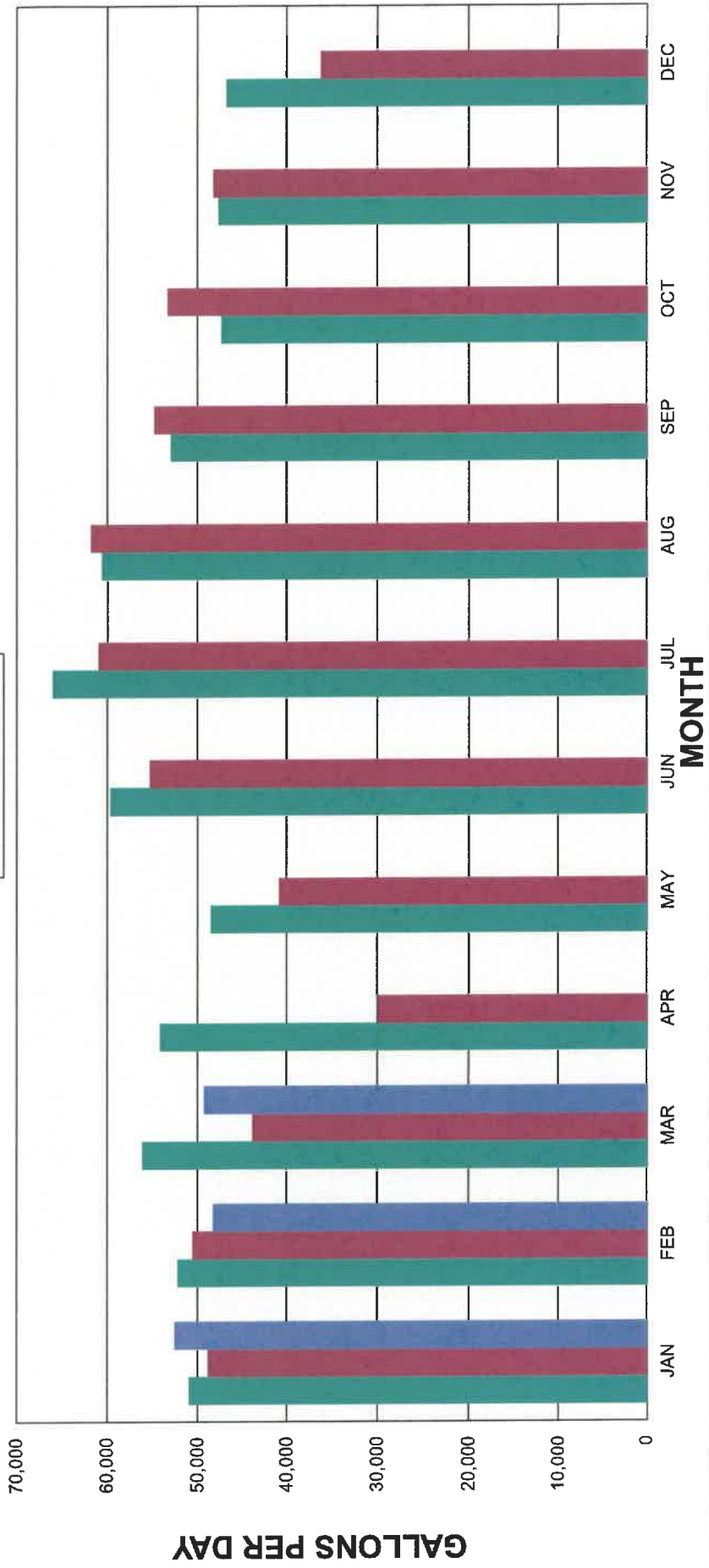
ATTACHMENTS

- Self-Monitoring Report
- ABCSD Average Daily WWTP Effluent Flow (2019-2021)
- ABCSD Monthly Total WWTP Effluent Flow (2019-2021)
- Port San Luis Monthly Total Flow (2019-2021)
- Monthly Average Influent BOD (2019-2021)
- Monthly Average Effluent BOD (2019-2021)
- Monthly Water Purchased from Lopez (2019-2021)
- ABCSD Monthly Water Sold (2019-2021)

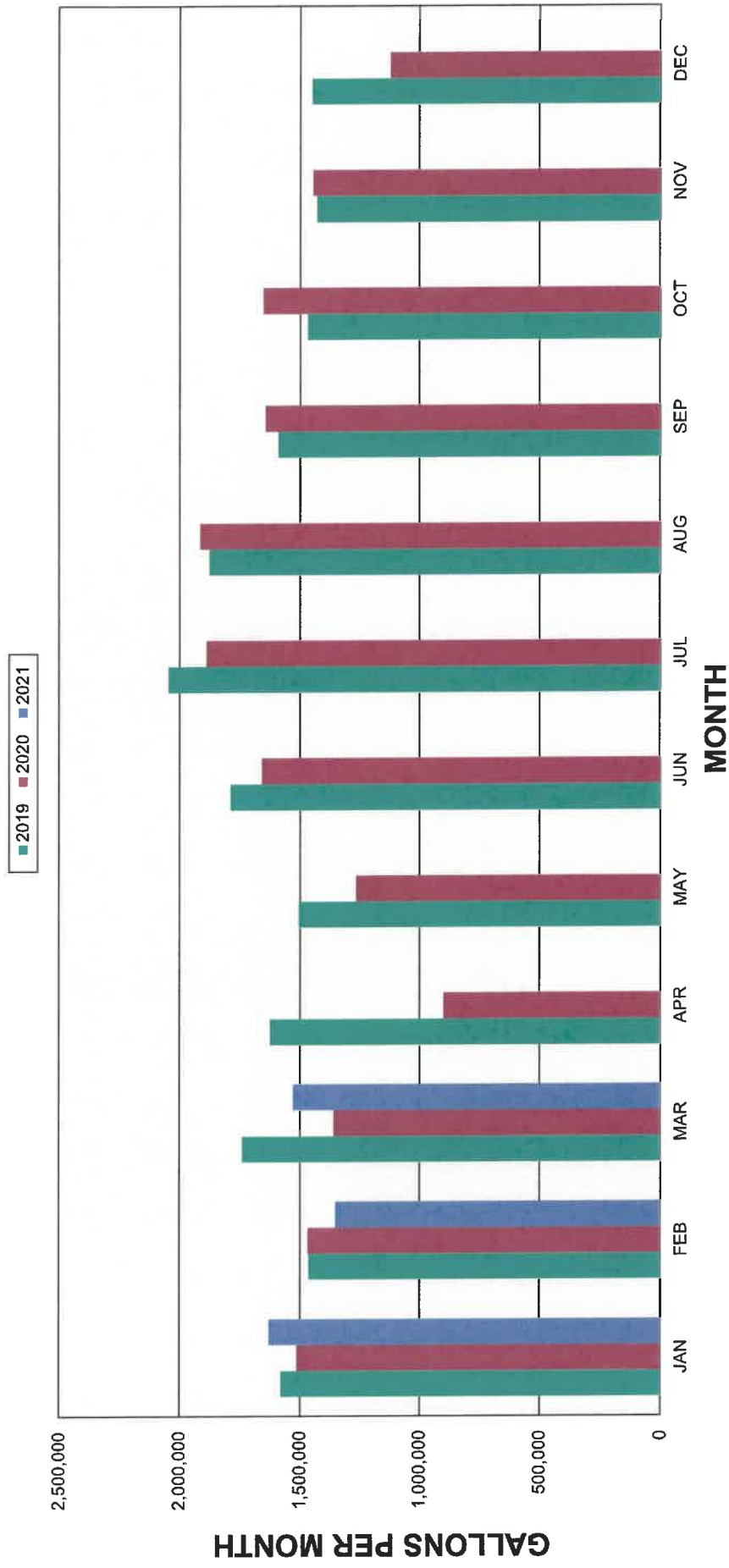


ABCSD AVERAGE DAILY WWTP EFFLUENT FLOW (2019 - 2021)

■ 2019
 ■ 2020
 ■ 2021

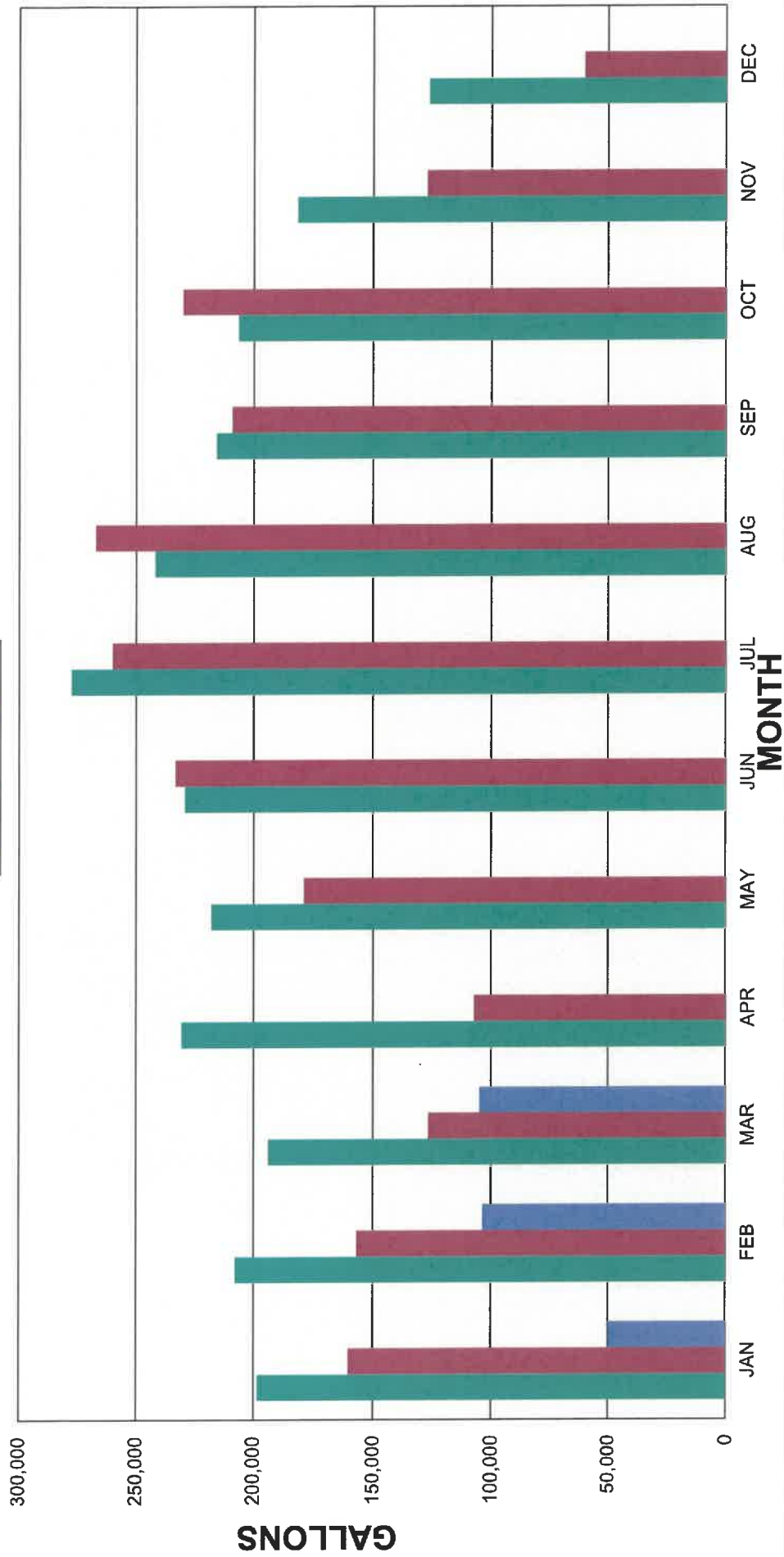


ABCSD MONTHLY TOTAL WWTP EFFLUENT FLOW (2019 - 2021)



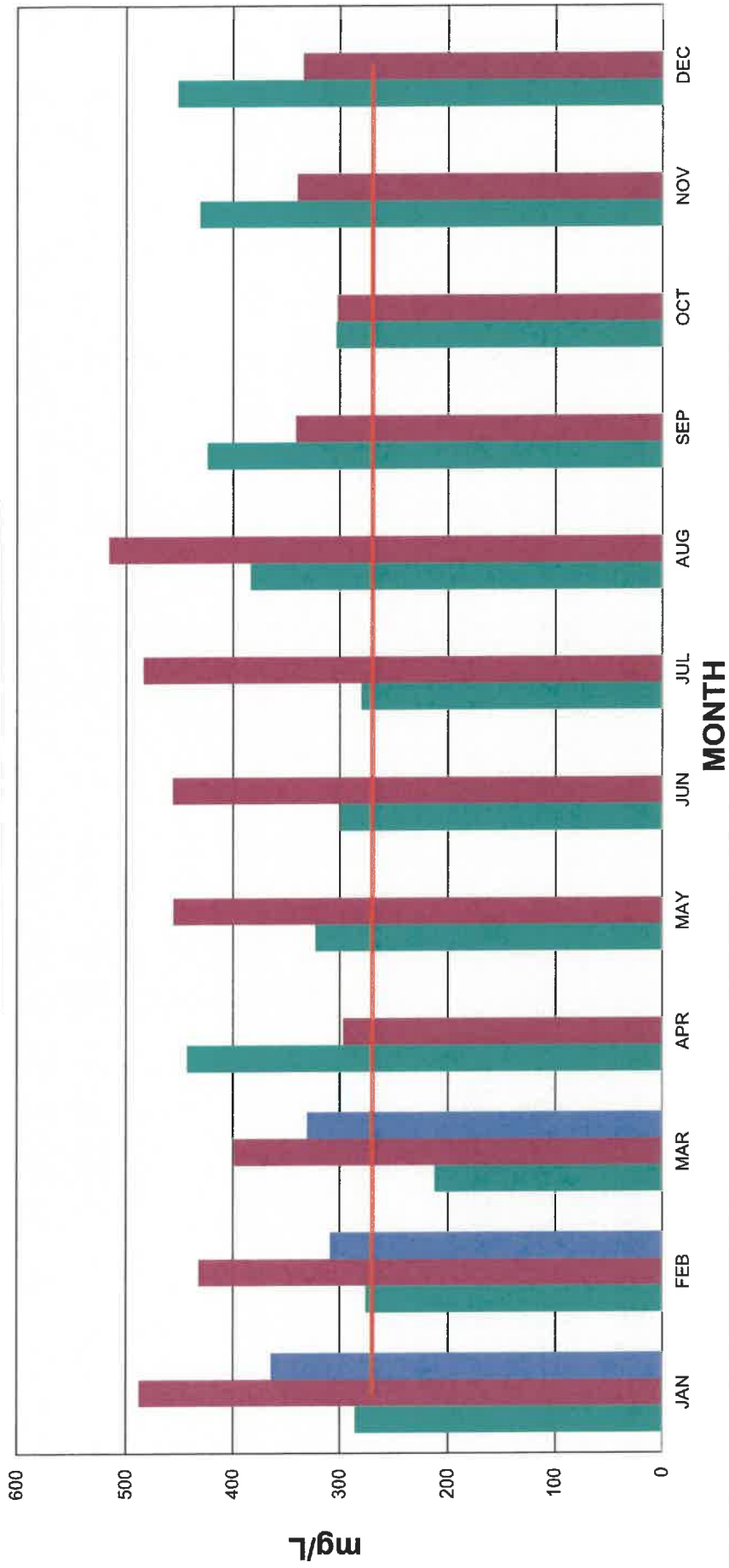
PORT SAN LUIS MONTHLY TOTAL FLOW (2019 - 2021)

■ 2019
 ■ 2020
 ■ 2021



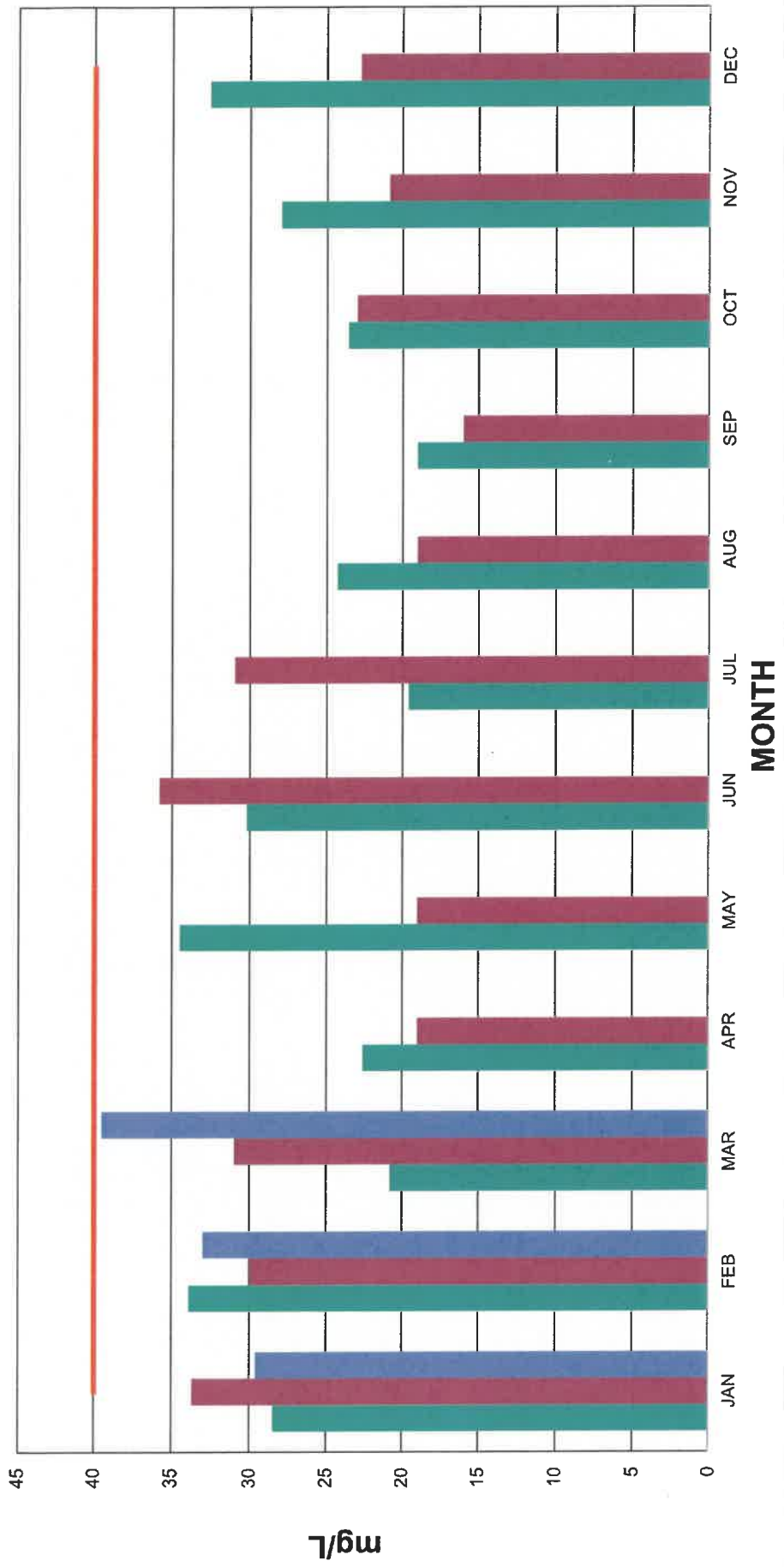
ABCSD MONTHLY AVERAGE INFLUENT BOD (2019 - 2021)

■ 2019
 ■ 2020
 ■ 2021
 — WWTP Design

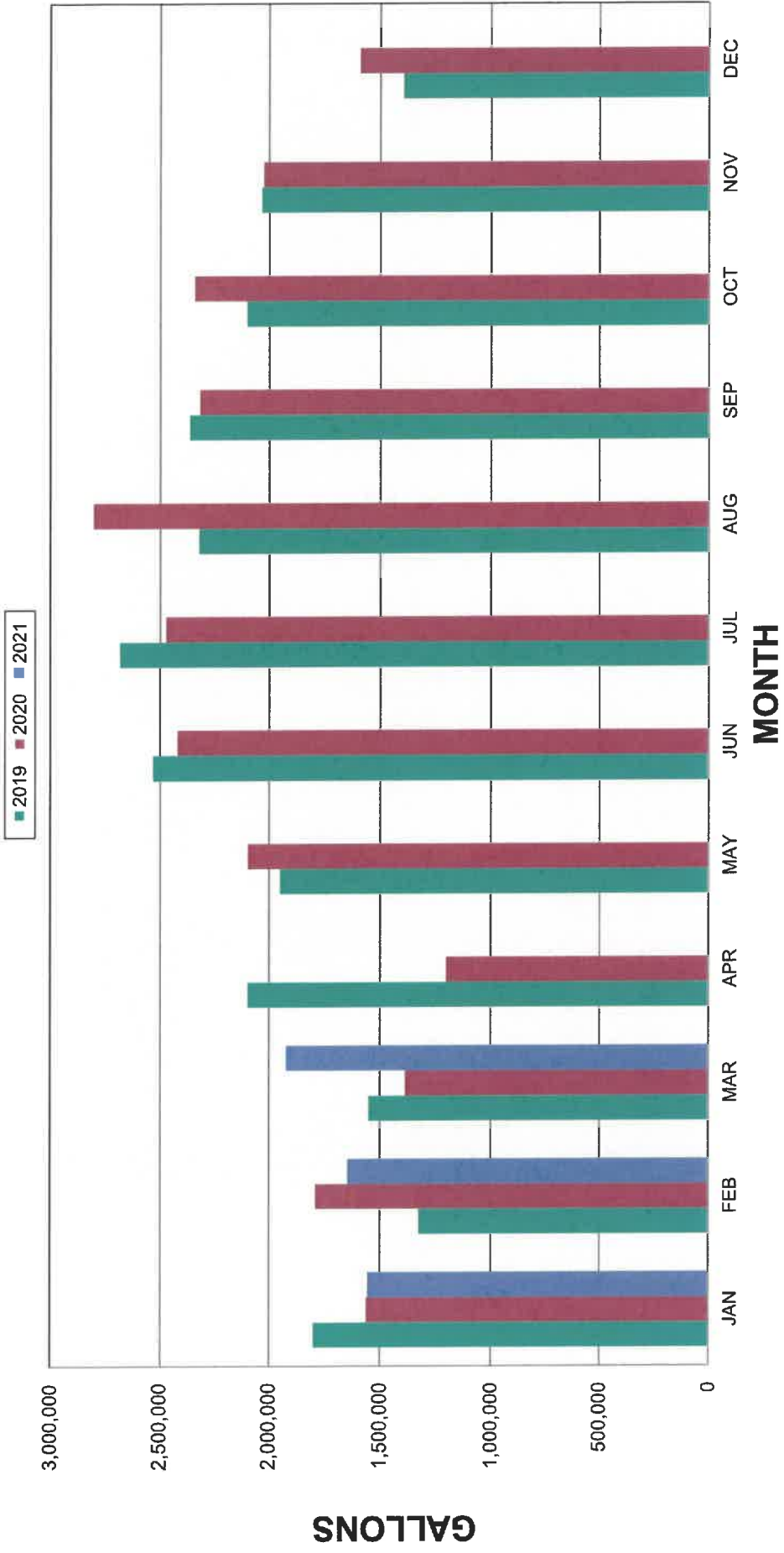


ABCSD MONTHLY AVERAGE EFFLUENT BOD (2019 - 2021)

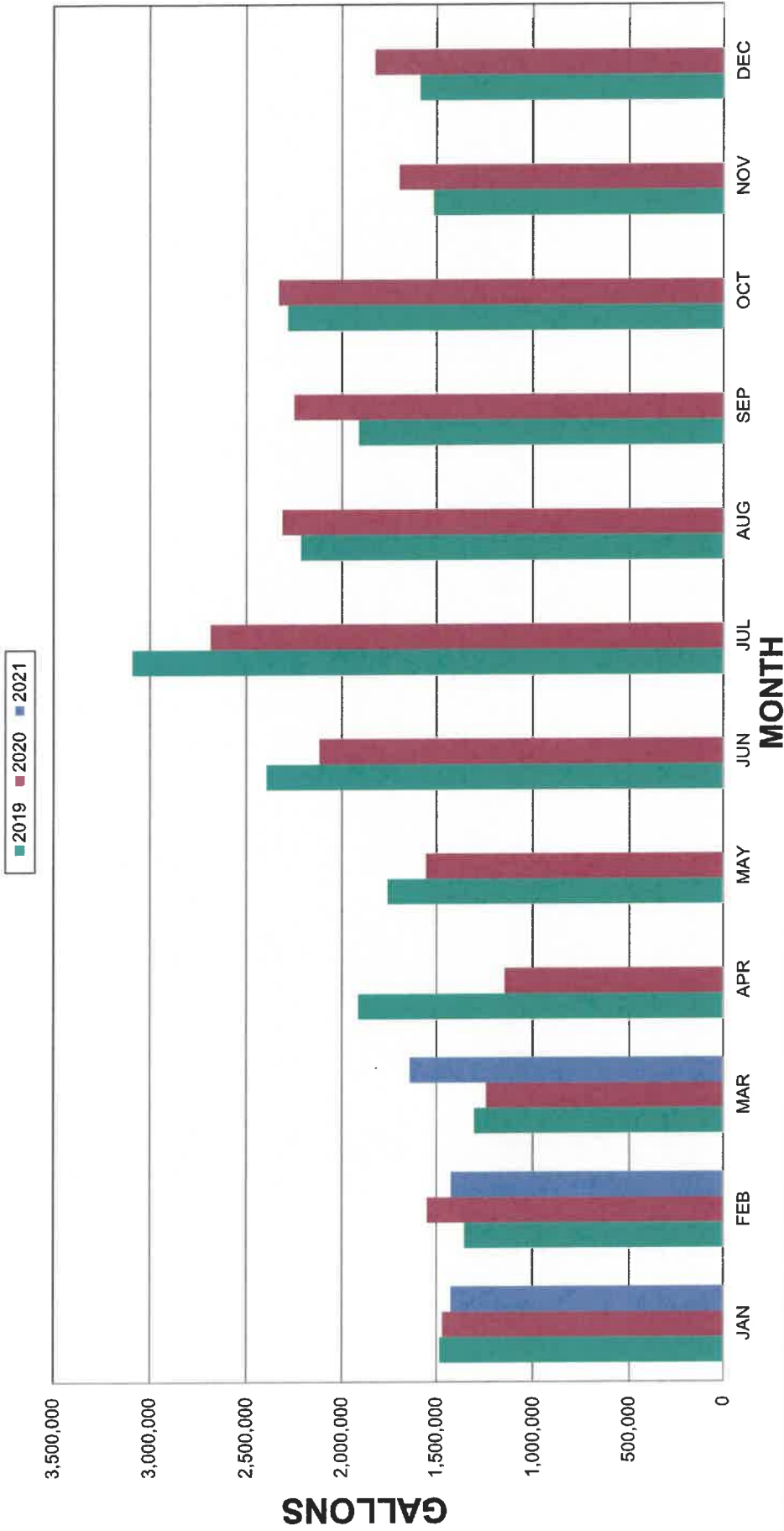
■ 2019
 ■ 2020
 ■ 2021
 — 30 Day Average Limit



ABCSD MONTHLY WATER PURCHASED FROM LOPEZ (2019 - 2021)




ABCSD MONTHLY WATER SOLD (2019 - 2021)



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

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: April 13, 2021

SUBJECT: Results of 2021 Sanitary Sewer Management Plan (SSMP) Audit and Update

Recommendation:

Receive this Staff Report and direct staff to implement the updated SSMP

Discussion:

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

The District adopted its first SSMP on September 14, 2010. The current SSMP and subject of this Audit, was last reviewed and audited in June, 2017. SSMPs inform and direct the operation and maintenance of the sanitary sewer system and documents plans to conduct long-term capital improvement projects. These plans are “living documents” that require regular review and update to ensure they document the current practices of operations and management staff.

SSMP Audit Results and Updates

District staff collaborated with Fluid Resource Management staff to conduct the SSMP audit. The SSMP Audit findings and recommendations have been incorporated into 2021 SSMP. Staff recommends that the Board receive the updated SSMP and direct staff to post the updated SSMP on the District’s website and certify the updated SSMP with the State Water Board.

Sewer System Management Plan (SSMP)

Final

2021

Prepared by:

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

**Wastewater Treatment Plant
2850 Avila Beach Drive
Avila Beach, CA 93424**



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List of Acronyms and Abbreviations

APCD	Air Pollution Control District
BMP	Best Management Practices
CalEMA	California Emergency Management Agency (formerly OES)
CCTV	Closed Circuit Television
CDF	California Department of Forestry
CDFG	California Department of Fish and Game
CIP	Capital Improvement Plan
CIWQS	California Integrated Water Quality System
CRWA	California Rural Water Association
CWEA	California Water Environment Association
District	Avila Beach Community Services District
EH	San Luis Obispo County Environmental Health Department
FLSA	Fair Labor Standards Act
FOG	Fats, Oils and Grease
FSE	Food Services Establishment
GWDR	General Waste Discharge Requirement
HMA	High Maintenance Area
I/I	Inflow & Infiltration
LRO	Legally Responsible Official
mgd	Million Gallons per Day
NPDES	National Pollution Discharge Elimination System
OERP	Overflow Emergency Response Plan
OES	Office of Emergency Services (county)
O&M	Operations and Maintenance
PM	Preventative Maintenance
RWQCB	Regional Water Quality Control Board
SCADA	Supervisory Control and Data Acquisition
SCSMP	Sewer Collections System Management Plan
SSMP	Sewer System Management Plan
SSOR	Sewer System Overflow Report
SSO	Sanitary Sewer Overflow
SWMP	Storm Water Management Plan
SWRCB	State Water Resource Control Board
UPC	Uniform Plumbing Code
WDR	Waste Discharge Requirement
WRPI	Water Resources Plan Integration
WWTP	Wastewater Treatment Plant

Introduction and Overview

0.1 Regulatory Background

On May 2, 2006, The State Water Resources Control Board (SWRCB) adopted Water Quality Order No. 2006-0003-DWQ, requiring all public wastewater collection system agencies in California with greater than one mile of sewers to be regulated under General Waste Discharge Requirements (WDR). The SWRCB action mandates the development of a Sewer System Management Plan (SSMP) and the reporting of Sanitary Sewer Overflows (SSO) using an electronic reporting system. On September 9, 2013, the SWRCB Adopted Order No. WQ 2013-0058-EXEC which revises the monitoring and reporting requirements.

The intent of this SSMP is to satisfy the requirements of both the Regional Water Quality Control Board (RWQCB) and SWRCB Waste Discharge Requirements. The organization of this document is consistent with RWQCB and SWRCB guidelines. Many of the requirements are currently in practice by the Avila Beach Community Services District (District) due to years of taking a proactive approach to sewer system management.

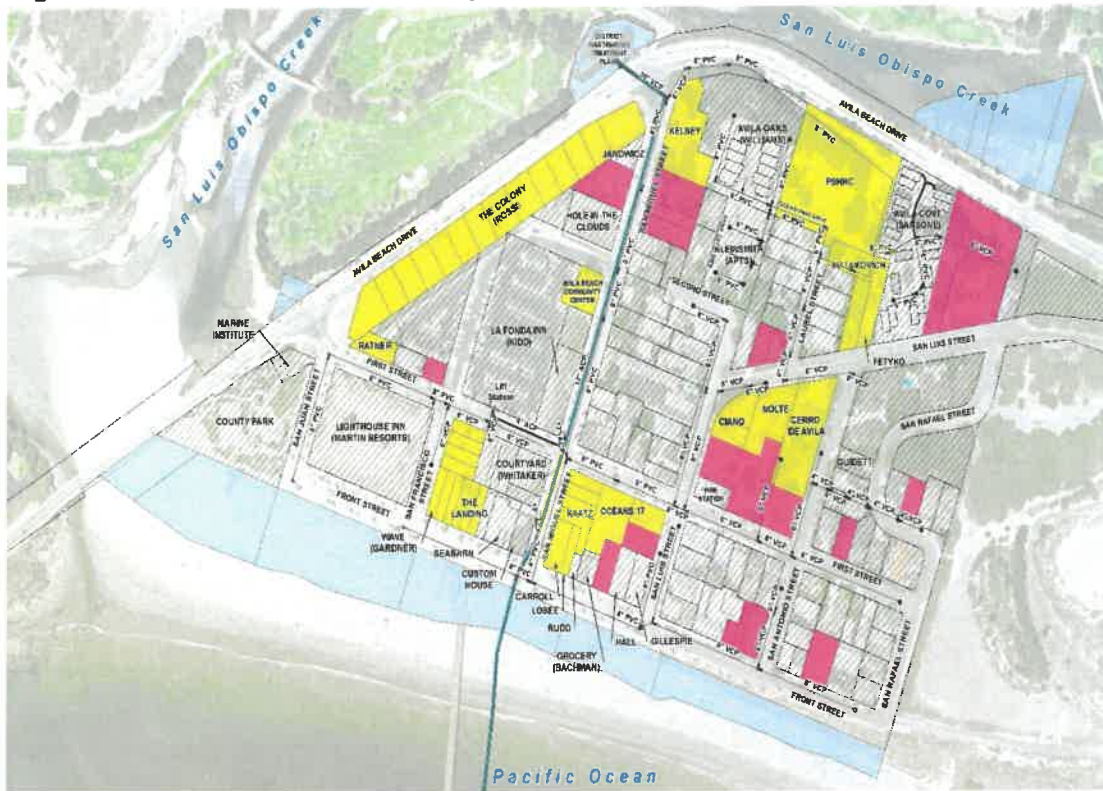
The SSMP includes the following twelve elements:

1. Goals
2. Organization
3. Overflow Emergency Response Plan
4. Fats, Oils & Grease Control Program
5. Legal Authority
6. Measures and Activities
7. Design and Construction Standards
8. System Evaluation and Capacity Assurance Management
9. Monitoring, Measurement and Program Modifications
10. SSMP Audits
11. Communication Plan
12. SSO Water Quality Monitoring Program

0.2 System Overview

Established in 1997, the Avila Beach Community Services District (District) encompasses one-hundred-fifty (150) acres located in San Luis Obispo County. The mean elevation is 26 feet above sea level with latitude of 35°10'55.86"N and longitude of 120°43'58.88"W. The District is located one-hundred-sixty (160) miles north of Los Angeles in the Central Coast Region. The District provides sewer service to approximately 380 connections. Approximately 360 of the connections are residential and the remaining connections are restaurants and retail commercial accounts. There are no industrial connections in the District service area.

Figure 0-1: Avila Beach Community Services District Topographic Map



The District provides its customers with wastewater collection, treatment, and disposal services. The District's collection system currently serves the town of Avila Beach and conveys raw wastewater to the District's wastewater treatment plant (WWTP). The District's WWTP serves the town of Avila Beach and the Port San Luis Harbor District;

The District's treated municipal wastewater is discharged to the Pacific Ocean through a 2,240 ft outfall. The outfall is terminated in the San Luis Bay at 35°10'25" N latitude and 120°44'01" W longitude in approximately 29 feet of water, 540 feet beyond the Avila Pier. The District's WWTP is designed for an average dry weather maximum monthly flow of 0.2 million gallons per day (MGD).

The District also maintains:

- 9,346 Feet of Gravity Sewer
- 40 manholes
- 1 lift station
- Wastewater Treatment Plant
- 12" Gravity ocean outfall

The Wastewater Treatment Plant is regulated by the Central Coast Regional Water Quality Control Board via Waste Discharge Requirements Order No. R3-2017-0025, NPDES No. CA0047830. The Order was adopted at a public hearing in September 2017.

Through an agreement that was originally adopted in 1961 and updated in October 2016, the Port San Luis Harbor District is entitled to 35% of the wastewater treatment facility capacity. The Harbor District owns and maintains their sewage collection system up to the point of discharge into the WWTP influent wet-well. It is also incumbent upon the Port San Luis Harbor District to protect the environment to the greatest degree possible and ensure their collection system is protected and utilized properly. The responsibility also includes preventing overflows which may include restricting or prohibiting the volume, type, or concentration of wastes added to the system.

Element 1 – Goals

The main goal of the SSMP is to prevent SSOs and to provide a plan and schedule for measures to be implemented to prevent SSOs. This is accomplished through the implementation and policies of the subsequent elements. This SSMP element identifies the goals for management, operations and maintenance of the sewer system and discusses the role of the SSMP in supporting these goals so that the occurrence of SSOs can be reduced. These goals provide focus for the District Staff to continue high-quality work and implement improvements in the management of the District's sewer collection system. This section fulfills the Goals requirements of both the RWQCB and SWRCB.

1.1 Regulatory Requirements

The summarized requirements for the Goals element of the SSMP are as follows:

The collection system agency shall develop goals to manage, operate, and maintain all parts of the collection system. The goals shall address the provisions of adequate capacity to convey peak wastewater flows, as well as a reduction in the frequency of SSO and the mitigation of their impacts.

1.2 Goals Discussion

The District has developed the following SSMP goals which will contribute to the proper management of the system and will assist in minimizing the frequency and impacts of SSOs. This task will be accomplished through providing proper guidance for appropriate maintenance, District management, and emergency response.

The District's SSMP goals are as follows:

1. Continue to conduct regularly planned maintenance activities and inspections to minimize SSOs to less than 2 dry weather SSOs over the next two years.
2. Continue to formalize operations, maintenance, and record keeping through the ongoing development, implementation, and updates to District's standard operating procedures to reflect current practices.
3. Maintain the Computerized Work Order System to document and improve system maintenance and record keeping.
4. Conduct an inflow and infiltration analysis of the collection system in the vicinity of First and San Miguel streets, including flow monitoring, smoke testing and modeling to determine if the San Miguel Street sewer line should be enlarged.

The SSMP supplements and supports the District's existing Operations & Maintenance (O&M) Program and goals by providing high level, consolidated guidelines, and procedures for all aspects of the District's sewer system management.

Element 2 - Organization

This section of the SSMP identifies District Staff that are responsible for implementing the SSMP, responding to SSO events and meeting the SSO reporting requirements. This section also includes the designation of the Authorized Representatives to meet the SWRCB requirements for completing and certifying spill reports electronically. This section fulfills the Organization requirement of both the RWQCB and SWRCB.

2.1 Regulatory Requirements

The summarized requirements for the Organization element of the SSMP are as follows.

The collection system agency's SSMP shall identify the following:

- Staff responsible for implementing measures outlined in the SSMP, including the names of those responsible and the authorized representative;
- The names and telephone numbers for management, administrative and maintenance positions responsible for implementing specific measures in the SSMP, including lines of authority as shown in an organization chart or similar documents with a narrative explanation; and
- The chain of communication for reporting SSOs from receipt of a complaint or other information, including persons responsible for reporting SSOs to the SWRCB and RWQCB and other agencies if applicable (such as County Health Officers, County Environmental Health Agency, California Office of Emergency Services (CalOES), California Department of Fish and Game (CDFG), Coast Guard and/or County Office of Emergency Services (OES).

Section J of the SSSWDR requires that all applications, reports or information shall be signed and certified as follows:

- All reports required by this Order and other information required by the State or Regional Water Board shall be signed and certified by a person designated, or a municipality, state, federal, or other public agency, as either a principal executive officer or ranking elected official, or by a duly authorized representative of that person, as described in paragraph (ii) of this provision. (For purposes of electronic reporting, an electronic signature and accompanying certification, which is in compliance with the Online SSO database procedures, meet this certification requirement.)
- An individual is a duly authorized representative only if:
 - The authorization is made in writing by a person described in paragraph (i) of this provision; and
 - The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity.

Supporting information for Element 2 is provided in the following sections.

2.2 Organization Discussion

The following section outlines the District organization and SSMP responsibilities of personnel, authorized representatives, and chains of communication for SSO response and reporting. Key Staff are responsible for implementing and maintaining the SSMP.

The names of the authorized representatives are:

Name	Title	CIWQS SSO Database
Brad Hagemann	General Manager, ABCSD	Legally Responsible Official
Michael White	Chief Plant Operator, FRM	Legally Responsible Official
Carinna Butler	Operations Manager, FRM	Legally Responsible Official
Michael Wentzel	Field Systems Supervisor, FRM	Legally Responsible Official

The names, phone numbers, and SSMP implementation responsibilities for the management, administrative, and maintenance positions are:

Name and Title	SSMP Responsibilities	Contact numbers
<p>Brad Hagemann General Manager and District Engineer <i>Avila Beach CSD</i></p>	<ul style="list-style-type: none"> The General Manager is responsible for directing the management and implementation of all eleven elements of the SSMP. Fluid Resource Management staff members identified below are responsible to provide supporting roles for the management and implementation of the Elements in the SSMP identified below. The General Manager is responsible for implementing Element 9: Communication Plan. The District Engineer, under the direction of the District's General Manager is responsible for directing the management and implementation of all eleven elements of the SSMP. 	<p>Office: (805) 595-2994 Cell: (805) 835-3163</p>
<p>Michael White Chief Plant Operator <i>Fluid Resource Management</i></p>	<ul style="list-style-type: none"> The Chief Plant Operator is responsible for the implementation of Element 4, Operation and Maintenance Program, Element 7, Overflow Emergency Response Plan, Element 9, Monitoring Measurement and Program Modifications, and Element 10, SSMP Audits. Ensures FRM maintenance staff is trained and follows required SOPs and EOPs. Delivers FOG or other SSS notices or door hangers. 	<p>Office: (805) 597-7100 Cell: (805) 431-3673 After Hours Dispatch: (805) 546-3618</p>
<p>Mike Ellison Maintenance Manager <i>Fluid Resource Management</i></p>	<ul style="list-style-type: none"> The Maintenance Manager, along with the Operations Manager, is responsible for managing the Chief Plant Operator and for the implementation of Element 4, Operation and Maintenance Program, Element 7, Overflow Emergency Response Plan, Element 9, Monitoring Measurement and Program Modifications, and Element 10, SSMP Audits. The Maintenance Manager, along with the Operations Manager, ensures FRM maintenance and operations staff is trained and follows required Management Procedures, Operation and Maintenance Procedures, and Emergency Operating Procedures. Performs inspections, maintenance, cleaning of the SSS and relays critical information to the Chief Plant Operator. Maintains SSS facilities (First Street Lift Station) and provides recommendations to the Chief Plant Operator. 	<p>Office: (805) 597-7100 After Hours Dispatch: (805) 546-3618</p>

Name and Title	SSMP Responsibilities	Contact numbers
	<ul style="list-style-type: none"> Respond to SSOs with FRM Vector Truck and other cleanup tools, documents response activities using District EOPs, assists in determining cause of SSO, and assists in implementing corrective actions to prevent recurrence of future SSOs. Ensures FRM maintenance staff is trained and follows required Management Procedures, Operation and Maintenance Procedures, and Emergency Operating Procedures. 	
<p>Carinna Butler Operations Manager <i>Fluid Resource Management</i></p>	<ul style="list-style-type: none"> The Operations Manager, along with the Maintenance Manager, is responsible for managing the Chief Plant Operator and for the implementation of Element 4, Operation and Maintenance Program, Element 7, Overflow Emergency Response Plan, Element 9, Monitoring Measurement and Program Modifications, and Element 10, SSMP Audits. The Operations Manager, along with the Maintenance Manager, ensures FRM maintenance and operations staff is trained and follows required Management Procedures, Operation and Maintenance Procedures, and Emergency Operating Procedures. Directs or conducts required Pacific Ocean and/or San Luis Obispo Creek water quality sampling in the event of an SSO to those surface water bodies. Coordinates with San Luis Obispo County Environmental Health on posting the Beach and/or Beach next to SLO Creek and works with SLO County Environmental Health Department to test and re-open the Beach when SLO County gives permission. Ensures FRM operations staff is trained and follows required Management Procedures, Operation and Maintenance Procedures, and Emergency Operating Procedures. 	<p>Office: (805) 597-7100 After Hours Dispatch: (805) 546-3618</p>
<p>Tim Cary District Counsel <i>Price, Pastel, and Parma LLP</i></p>	<ul style="list-style-type: none"> District Counsel is responsible for ensuring that Element 3, Legal Authority, meets the requirements of the GWDR. 	<p>Office: (805) 962-0011</p>
<p>Kristi Dibbern Admin Secretary <i>Avila Beach CSD</i></p>	<ul style="list-style-type: none"> Responsible for administrative functions in the office. Receives customer phone calls and maintains a log of complaints and calls. 	<p>Office: (805) 595-2664</p>

Name and Title	SSMP Responsibilities	Contact numbers
	<ul style="list-style-type: none"> In an emergency, could provide a standard carefully pre-scripted message for customers who call with general questions. 	

Organization	Contact Person	Phone Number
Cal OES (Contact within 2 hours if Category 1 SSO and obtain notification control number)	Dispatch	1-800-852-7550
California Regional Water Quality Control Board (Confirm within 3 business days via e-mail SSO notification was received from OES. kdisimone@waterboards.ca.gov (CSD Policy, not mandated by 2013 MRP)	Office Katie DiSimone	(805) 549-3147 (805) 549-3892 (805) 788-3588 F
Additional Contact Info (not mandatory but may be necessary per RWQCB direction)		
San Luis Obispo County Office of Emergency Services	On-Call/Duty OES Coordinator	(805) 781-5011
San Luis Obispo County Health Department (Contact immediately if public contact)	Office	(805) 781-5544 (805) 781-4211 F
CA Department of Fish & Game (Contact within 2 hours if spill affects fish and/or wildlife)	Central Dispatch On-Call	(831) 649-2810 (805) 489-7355

2.3 District Organization

The Organization chart for the general management, operation, and maintenance of the District's wastewater collection system is illustrated in **Figure 2-1**.

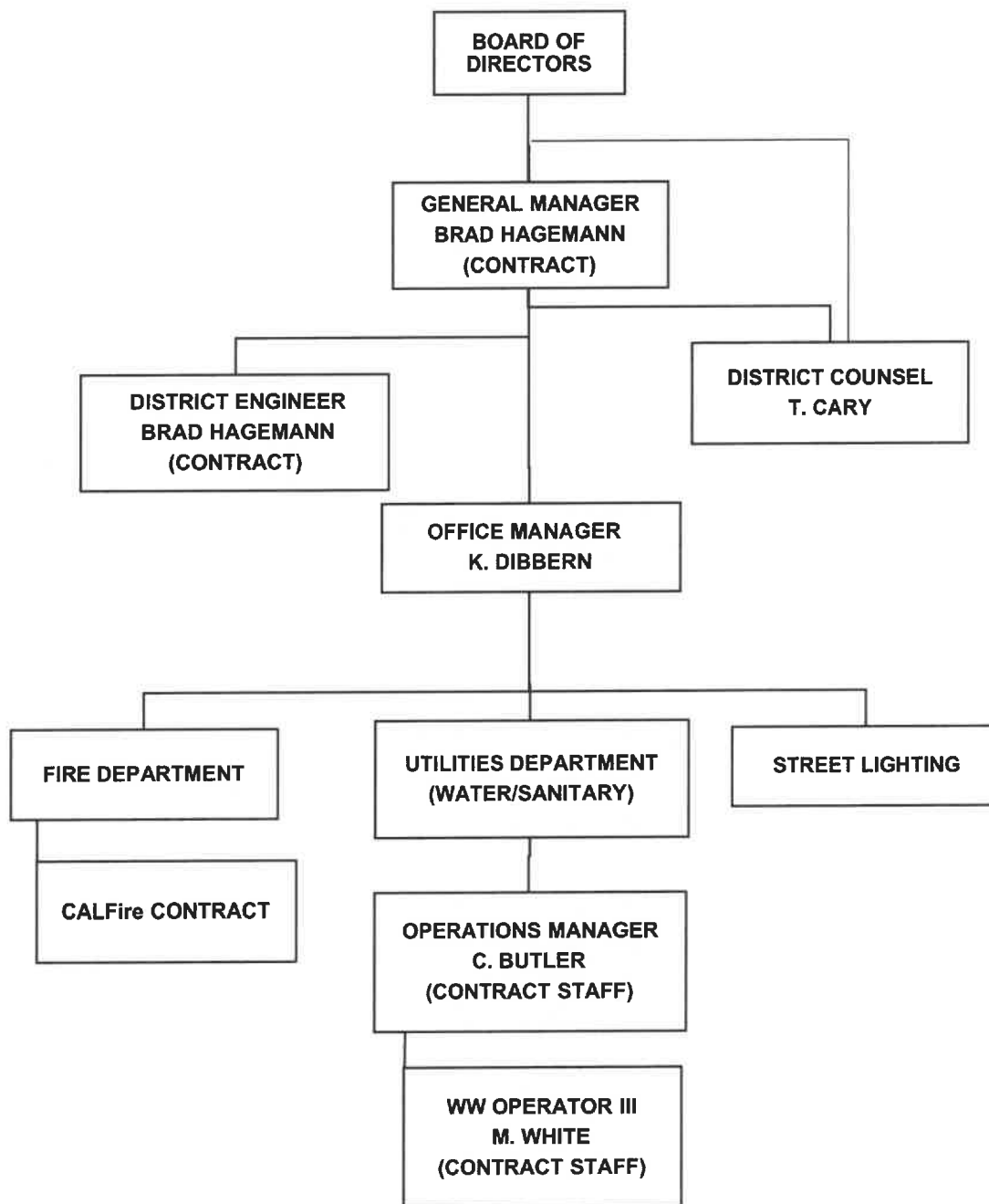


Figure 2-1: Avila Beach Community Services District Organizational Chart

The General Manager, and specific members of the Utilities Department are the authorized representatives who are responsible for implementation of the SSMP and CIWQS reporting.

The Utilities Department will be responsible for, and has the authority for, maintenance and operations of the sewer system. Maintenance and Operations Staff are on-call twenty-four (24) hours per day.

2.4 Description of General Responsibilities

This section includes a brief description of the job title, authority and respective responsibilities associated with each position.

Board of Directors

The Board of Directors creates policy for the Community Services District. They receive recommendations from the General Manager and District Counsel. There are 5 members that comprise the Board of Directors. Each member is elected for a 4-year term.

General Manager

This position serves as the General Manager and liaison between Board of Directors and Staff. He/she carries out policies developed by the Board of Directors. The position also serves as Public Information Officer (PIO) for the District.

District Engineer

The District Engineer is responsible for engineering plans of all facilities, plans strategy, and oversees outside contractors performing services.

District Counsel

District Counsel provides legal advice to the District. He/she attends Board of Directors meetings when reporting on legal matters.

Admin Secretary

This position provides administrative support for the District and manages the Utility Billing system. The Admin Secretary reports directly to the General Manager. This individual works with Field Crews for daily operations/maintenance issues and provides verbal and written reports to the General Manager and District Engineer.

Utilities Department

The Utilities Department provides support to all facets of operation and is presently an operations company under contract to the District. The Department reports directly to the General Manager and Accounting Clerk. Field Crews handle all sanitary sewer/water emergencies and daily operations. The department provides verbal and written reports to the General Manager, evaluates situations & plans strategy with the General Manager and District Engineer. The department also implements/initiates an emergency response for sewer related emergencies.

Fire Department

CAL FIRE provides fire suppression and medical aid for the District and the Wastewater Treatment Plant.

Office & 24 Hr. Emergency

This District telephone contact number is answered twenty-four (24) hours per day by the Utilities Department Staff, Fire Department or a contracted answering service.

Element 3 - Legal Authority

This section of the SSMP shall describe legal authority, through sewer use Ordinances, service agreements or other legally binding procedures, to properly run the District's sanitary sewer system. This section fulfills the Legal Authority requirements for both the RWQCB and SWRCB.

3.1 Regulatory Requirements

The District will demonstrate, through its sanitary sewer system use Ordinances, service agreements, or other legally binding procedures, that it possesses the necessary legal authority to:

1. Prevent illicit discharges into its sanitary sewer system (examples may include Inflow & Infiltration (I/I), storm water, chemical dumping, unauthorized debris and cut roots, etc.);
2. Require that sewers and connections be properly designed and constructed;
3. Ensure access for maintenance, inspection, or repairs for portions of the lateral owned or maintained by the Public Agency, and
4. Limit the discharge of fats, oils, and grease and other debris that may cause blockages.

Supporting information for Element 3 is described below:

3.2 Avila Beach Community Services District Ordinance No. 2012-013.2

In Avila Beach Community Services District Ordinance No. 2012-01, illicit discharges are discussed in Article 3 – Discharges, Section 3.01.020 Specific Prohibitions. This section prohibits illicit discharges such as storm water, chemical dumping, unauthorized debris, and floatable grease, among others. Additionally, Section 3.03 Pretreatment Program, regulates any potential discharges for Industrial Sewer Users.

3.3 Inspections and Access

Article 2 - Connections, Section 2.05 Inspection Provisions of the Ordinance provides for the inspection of the sewer system and give rights of entry to authorized staff for the purpose of inspection. All Staff conducting inspections and maintenance to the sewer system is trained, either through a formal or in-house program. The work of all contractors performing work on the sewer system is monitored, reviewed, and inspected by the General Manager and/or District and Operations Staff.

3.4 Design and Construction

Article 2 - Connections, Section 2.04 Construction Provisions states: All improvements shall be constructed in accordance with the current version of the San Luis Obispo County Department of Public Works Standard Improvement Specifications and Drawings or the Standards and Specifications of the Avila Beach Community Services District, whichever is more stringent.

The District utilizes the District Engineer to provide support in engineering and inspections to ensure proper installation, testing and inspection of sewer line completion. The engineers are trained and well experienced in pipeline design and construction. The engineers routinely attend professional conferences and educational seminars to remain familiar with advancements in the industry. The engineers use the Standards and Design Specifications designated by the District for the construction of all new and rehabilitated sewer related projects. www.slocounty.ca.gov/PW/DevServ/PublicImprovementStandards.htm

3.5 FOG Control

The District Ordinance No. 2012-01 Article 3 - Discharges has provisions for the control of FOG in the Sewer System.

FOG limited:

Section 3.01.020, Specific Prohibitions, E, 4, prohibits discharges which may contain more than one hundred (100) parts per million, by weight, of fats, oil, grease, or wax. Section 3.04 Fats, Oils, and Grease (FOG) Program: makes it unlawful for any discharger to discharge FOG or cause FOG to be discharged into the sanitary sewer system.

Grease Control Device:

Section 3.04.010 Grease Control Device – Installation: requires all food service establishments (FSEs) to install, operate, and maintain an approved type and adequately sized grease control device (GCD). GCDs must be sized and installed per the Uniform Plumbing Code or California Plumbing Code, whichever is more stringent.

Maintenance of Grease Control Devices:

Section 3.04.020 Grease Control Device – Maintenance: requires all GCDs to be cleaned on a regular basis to ensure efficient operation. Gravity grease interceptors are required to be cleaned no less than every ninety (90) days and hydromechanical grease interceptors be cleaned no less than once every seven (7) days. Maintenance of below ground gravity grease interceptors must be performed by a licensed cleaning service. Smaller hydromechanical grease interceptors may be cleaned by Food Service Establishment (FSE) staff.

Inspections:

Article 2 – Connections, Section 2.05.030 Right of Entry: gives authorized representatives of the District permission to enter in and upon all buildings and premises within the District at reasonable hours for purposes of inspection, sampling, observation, measurement, testing, or otherwise performing such duties as may be necessary.

Article 3 – Discharges, Sections 3.04.040 – 3.04.080: requires FSEs discharging FOG to the sanitary sewer to obtain a FOG permit which specifies conditions for; proper installation, operation, maintenance, best management practices, and record keeping demonstrating cleaning and maintenance activities. Noncompliance with these conditions may lead to revocation of the FSEs FOG permit.

Enforcement:

Article 5 – Charges and Fees, Section 5.03.010 Noncompliance Fees: gives the District to assess a fee for dischargers found to be noncompliant with the terms and conditions of the District Ordinance.

Additionally, Article 6 – Violations: gives the District the authority to enforce any violation of its sewer ordinance. This authority can be found in the following sections of the ordinance:

- 6.01.010 Civil Action
- 6.01.020 Criminal Prosecution
- 6.02 Liability for Damages for Violation

Element 4 – Operation and Maintenance

This section of the SSMP discusses the Operation and Maintenance (O&M) measures employed by the District in identifying problem areas, developing cleaning schedules, and maintenance projects for the overall improvement of the collection system. This section fulfills the Operation and Maintenance requirements for both the RWQCB and SWRCB.

4.1 Regulatory Requirements

The SSMP must include those elements listed below that are appropriate and applicable to the Agency's system:

- a. Collection System Map - Each wastewater collection system agency shall maintain up-to-date maps of its wastewater collection system facilities, showing all gravity line segments and manholes, pumping facilities, pressure pipes and valves, and applicable stormwater pumping and piping facilities.
- b. Preventive Operation and Maintenance - Describe routine preventive operation and maintenance activities by staff and contractors, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system with more frequent cleaning and maintenance targeted at known problem areas. The Preventive Maintenance (PM) program should have a system to document scheduled and conducted activities, such as work orders.
- c. Rehabilitation and Replacement Plan - Develop a rehabilitation and replacement plan to identify and prioritize system deficiencies and implement short-term and long-term rehabilitation actions to address each deficiency. The program should include regular visual and TV inspections of manholes and sewer pipes, and system of ranking the conditions of sewer pipes and scheduling rehabilitation. Rehabilitation and replacement should focus on sewer pipes that are at risk of collapse or prone to more frequent blockages due to pipe defects. Finally, the rehabilitation and replacement plan should include a capital improvement plan that addresses proper management and protection of the infrastructure assets. The plan shall include a time schedule for implementing the short- and long-term plans plus a schedule for developing the funds needed for the capital improvement plan.
- d. Training - Provide training on a regular basis for staff in sanitary sewer system operations and maintenance and require contractors to be appropriately trained.
- e. Inventory - Provide equipment and replacement part inventories, including identification of critical replacement parts.

4.2 Collection System Map (Atlas)

The District maintains an up to date collection system atlas showing all gravity line segments, force mains, the lift station and manholes. The Atlas was initially completed in 2009 and it is updated periodically to include new system improvements, connections, etc.

The District has recently developed a storm water atlas map to complement the sewerage collection system atlas. This information can now be used to direct staff to stormwater inlet and outlet points in event there is a SSO that may discharge to a storm drain.

These maps are updated as changes in the system occur. They are also revised if discrepancies are found.

4.3 Preventative Maintenance

The District recognizes the importance of preventative operation and maintenance activities performed by District and outside contractors. Such preventative activities include regular collection system maintenance and frequent cleanings targeted at known problem areas. A work order system has been developed to identify and schedule routine maintenance activities throughout the system. This system includes all collection and conveyance system assets owned by the District. Work orders for sewer line cleaning, lift station maintenance, and manhole inspections are scheduled on a monthly, quarterly, and annual basis. Work Orders/Work History are currently tracked in a maintenance calendar and associated maintenance logs and workbooks.

The District contractors clean the collection system annually. Areas presenting a need for additional cleanings – known as “hot spots” or High Maintenance Areas (HMA) are cleaned on an as-needed basis, at least quarterly. The results of these activities are documented in the District file system as they are completed.

4.4 Rehabilitation and Replacement Plan

Inspection of the collection system is performed while regular cleaning and other maintenance is taking place. The manholes and cleanouts are visually inspected for damage, deterioration, or defects in the cover and interior. The pipe connections to the manholes are also observed at this time. Further inspection, if needed, is accomplished via Closed Circuit Television (CCTV) which is performed by a contractor under the direction of the District Engineer. Recommendations are made for rehabilitation or replacement as needed.

The District completes the majority of routine repairs, maintenance, and emergency response utilizing the contract maintenance crews. Capital Improvement Projects, as determined in the District’s Fiscal Year Budget, are accomplished as funding permits and in accordance with need. One of the contractor’s responsibilities is to “develop recommendations, cost estimates, and justification regarding needed projects for inclusion in future budgets.”

4.5 Training

The District Operation & Maintenance (O&M) is performed by the District’s O&M contractor (currently Fluid Resource Management). The O&M contract stipulates: “...will continue to staff the District in accordance with State Certification regulations and provide qualified staff members...” as such, the staff members are required to be kept up-to-date in their certification and qualifications. Standard Operating Procedures (SOPs) for the operation and maintenance of the District’s sanitary sewer system have been developed to provide a standardized approach to SSO response and other Collection System activities. These SOPs were completed in September of 2013. Initial training on these procedures was conducted in April 2014. Annual training on these SOPs will occur each year unless additional training is proven to be warranted. New staff members will be trained on these procedures based on their job description and responsibilities.

4.6 Inventory

The Avila Beach collection system includes one lift station and a relatively short section of force main. The District maintains sufficient quantities of replacement parts onsite. Acquisition of large items such as replacement pumps are requested from the Board of Directors by written Staff Report.

Element 5 – Design & Performance Standards

The District is responsible for reviewing design and construction documents to ensure that all construction projects meet the District standards. The District is responsible for updating standards for installation, rehabilitation, and repair, as needed. The District retains the responsibility for inspection of construction projects to ensure District standards have been followed. This section fulfills the Design and Construction requirements for both the RWQCB and SWRCB.

5.1 Regulatory Requirements

The SSMP must identify design and construction standards and specifications for the installation of new sanitary sewer systems, pump stations, other appurtenances, and for the rehabilitation and repair of existing sanitary sewer systems.

The SSMP must also identify the procedures and standards for inspecting and testing the installation of new sewers, pumps, and other appurtenances and for rehabilitation and repair projects.

Supporting information for Element 5 is described below:

5.2 Design and Construction Standards

San Luis Obispo County Design and Performance Standards

Avila Beach Community Services District Ordinance No. 2012-01 Regulating the Administration, Operation, Use, and Maintenance of the Sanitary Sewer System, Article 2 – Connections, Sections 2.01 - 2.04 and 2.06 provides for the proper design and construction of sewer lines and connections to the existing sewer system.

Article 2, Section 2.04.010 Standard Specifications and Details specifies: All improvements shall be constructed in accordance with the current version of San Luis Obispo County Department of Public Works Standard Improvement Specifications and Drawings or the Standard Specifications of the Avila Beach Community Services District, whichever is more stringent. Specific Design Standards and testing procedures for sewer lift stations and other appurtenances are developed on a case by case basis to address the specific conditions of each project.

The District uses San Luis Obispo County Public Improvement Standards, or as approved by the General Manager/District Engineer. Standards and Specifications can be found on the San Luis Obispo County Website: www.slocounty.ca.gov/PW/DevServ/PublicImprovementStandards.htm

5.3 Inspection Standards

The District Engineer provides support in engineering and inspections to ensure proper installation, testing, and inspection of sewer line completion. The engineers are trained and experienced in sewer system design and construction. The engineers routinely attend professional conferences and educational seminars to remain familiar with advancements in the industry. The engineers use the San Luis Obispo County Public Improvement Standards and Design Specifications designated by the District for the construction and testing of all new and rehabilitated sewer related projects. Inspection Standards can be found on the San Luis Obispo County Website: www.slocounty.ca.gov/PW/DevServ/PublicImprovementStandards.htm

Element 6 - Overflow Emergency Response Plan (OERP)

The District has integrated portions of its pre-existing Emergency Plans and Policies and has developed and implemented an overflow emergency response plan that identifies measures to protect public health and the environment, and includes, at a minimum, the following found in subsections 6.1 – 6.6:

6.1 Regulatory Requirements

The summarized requirements for the OERP element of the SSMP are as follows:

The District will implement an OERP that identifies measures to protect public health and the environment. At a minimum, the plan will include the following:

- Proper notification procedures so that the primary responders and regulatory agencies are informed of all SSO in a timely manner;
- A program to ensure appropriate response to all overflows;
- Procedures to ensure prompt notification to appropriate regulatory agencies and other potentially affected entities (e.g. health agencies, regional water boards, water suppliers, etc.) of all SSO that potentially affect public health or reach the waters of the State. All SSO shall be reported in accordance with the California Water Code, other State Laws, and other applicable RWQCB WDR or permit requirements. The SSMP identifies the officials who will receive immediate notification;
- Procedures to ensure that appropriate Staff and contractor personnel are aware of and follow the OERP and are appropriately trained;
- Procedures to address emergency operations, such as traffic and crowd control and other necessary response activities; and
- A program to ensure that all reasonable steps are taken to contain untreated wastewater and prevent discharge of untreated wastewater to waters of the United States and minimize or correct any adverse impact on the environment resulting from the SSO, including such accelerated or additional monitoring as may be necessary to determine the nature and impact of the discharge.

Supporting information for Element 6 is described in the below documents:

- SSO Response Field Checklist
- SSO Spill Estimation Worksheets and Guides
- Contact Report
- ABCSD Emergency Operating Procedures (EOPs)
- ABCSD Standard Operating Procedures (SOPs)
- Cal Warn Mutual Aid Agreement calwarn.org
- Public Works Mutual Aid Agreements pwmaa.org

6.2 SSO Response

Staff is on-call twenty-four (24) hours per day, seven (7) days per week. The goal for responding to an SSO during business hours is immediate from receipt of call. During non-business hours, the District's goal for responding to a SSO is 45 minutes. The District has invested in a Supervisory Control and Data Acquisition (SCADA) system which allows for constant monitoring of the First Street Lift Station wet well. Amp meters have been installed on each of the lift station pumps that alarm when a pump begins to struggle. This feature alerts maintenance staff to the problem before there is a high level in the well and the potential for a spill. Staff can also review the performance of the facility via SCADA prior to responding to determine how serious the problem is and how heavy the flow is, so that a vacuum truck can be dispatched if necessary.

ABCSD operations, maintenance, and emergency response activities are funded annually through an adopted budget. Staff maintains all equipment necessary to maintain the sewer collection and conveyance system and respond to SSOs. Examples of this equipment are: Vactor Truck, vacuum truck, sewer bypass pump, service crane trucks, and spill containment materials. The District also installed a back-up generator and switch gear at the pump station in 2018.

The District's policy is to respond to all spills within the District service area boundary and provide mutual aid outside the District boundary, whether on public or private property and to take all steps possible to prevent the

spills from reaching the storm drains, flood control channels, or waters of the State. In 2013 the District enrolled in two mutual aid agreements for assistance with emergency response activities. The Cal-Warn and Public Works Mutual Aid Agreements provide the opportunity for the District to provide and receive assistance from other local agencies.

The District has established Emergency Operating Procedures (EOPs) for emergency response to SSOs to help ensure appropriate response to all SSOs. Element 2 of this SSMP addresses the organizational structure and responsibilities of District staff. District EOPs also discuss roles and responsibilities for SSO response activities. The lines of authority during an emergency are shown in Figure 6-1.

Figure 6-1 SSO Reporting Chain of Command

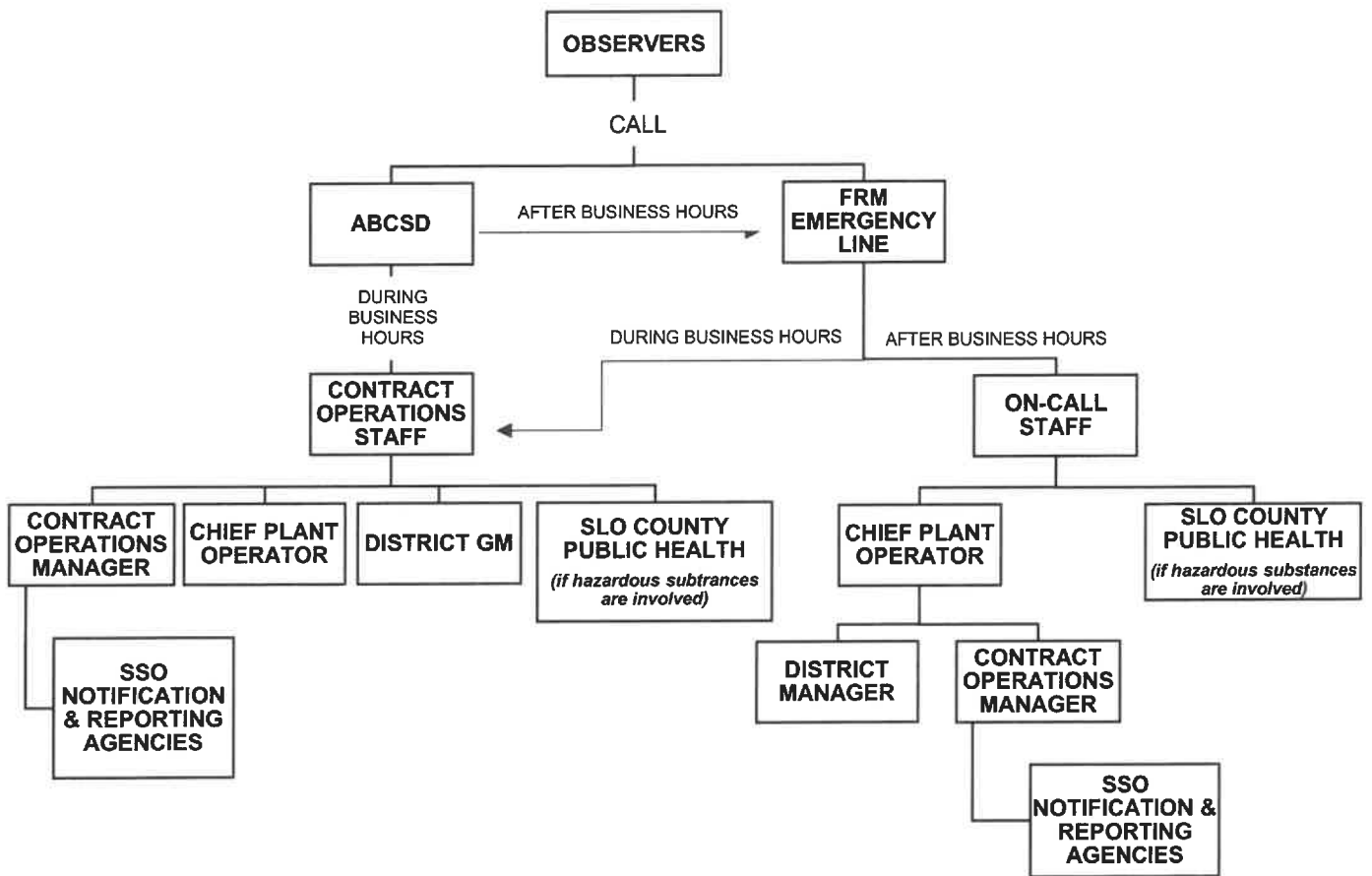


Figure 6-2 Response/Notification Procedure for SSOs

Procedures for Report of Wastewater Spill

In the event of a report of a possible wastewater spill, or when staff is contacted concerning odors, standing water or an overflowing manhole, the following steps are taken to verify the report and ensure the safety of the public.

1. The call receiver (Operations Manager, General Manager, Accounting Clerk, Answering Service, or 911 Operator) will obtain the location from the contact and any description they may have of the problem. Additionally, they will obtain the contact's name, phone number, and additional information as indicated on the ABCSD Sewer Spill Contact Information Form for follow-up information.
2. The call receiver will contact the on-duty operator by phone immediately and direct the operator to the described location.
3. Administrative Staff may proceed to the location to verify report and document appropriate spill information if available.
4. The on-duty operator is to contact the supervisor and request appropriate support. The operator is to keep the administrative staff informed of progress as necessary.
5. Administrative Staff to notify District Manager, Board President, and other District representatives as necessary.
6. Systems Supervisor, Chief Plant Operator, Operations Manager, Maintenance Manager, On-Call Staff, or District Staff to notify all appropriate public agencies as necessary.

SSO Notification Procedure

SSO notification procedures vary based on whether the SSO is classified as a Category 1, Category 2, Category 3, or PLSD. After notifying the RWQCB of any SSO, the Chief Plant Operator or their designee should email RWQCB Staff, Katie DiSimone (kdisimone@waterboards.ca.gov) to confirm that the report was submitted and received.

Category 1 SSOs

For any discharges of sewage that result in a discharge to a drainage channel or a surface water or to the County storm drain system and is not fully captured and returned to the sewer system or disposed of properly, the District shall, as soon as possible, but no later than two (2) hours after becoming aware of the discharge, notify the California Governor's Office of Emergency Services (Cal OES) at 1-800-852-7550.

Category 2 SSOs

For a SSO 1,000 gallons or greater in volume that does not discharge to a drainage channel or surface water, the Operations Manager or their designee may email RWQCB Staff, Katie DiSimone, at kdisimone@waterboards.ca.gov to notify her of the SSO within 3 business days after becoming aware of the SSO.

Category 3 SSOs

If a SSO occurs due to a problem in the District's sanitary sewer collection system and does not reach a drainage channel, surface water, the County storm drain system, or is fully captured from the County storm drain system and returned to the sewer system or disposed of properly and is less than 1,000 gallons in volume, the Chief Plant Operator or their designee may email RWQCB Staff, Katie DiSimone, at kdisimone@waterboards.ca.gov to notify her of the SSO within 30 calendar days after the end of the calendar month in which the SSO occurred.

PLSDs

The District may voluntarily notify regulatory agencies, such as the RWQCB, of a private lateral sewage discharge (PLSD). SWRCB encourages notifying Cal OES of a PLSD if the PLSD is greater than or equal to 1,000 gallons with the potential to reach surface water.

SWRCB also encourages notifying the appropriate regulatory agencies (see list of potential agencies in Element 2: Organization) or notifying the responsible party that notification and reporting should be completed as required by Health and Safety Code Section 5410 et. seq. and Water Code Section 13271 if the PLSD is greater than or equal to 1,000 gallons regardless of the SSO destination.

7. Upon completion of containment and clean-up, Chief Plant Operator or their designee to complete report, as required, to RWQCB and any other required agencies (as described in Section 6 above).
8. Operators will fill out the SSO Response Field Checklist in its entirety and forward this document to the Chief Plant Operator or their designee for submission into CIWQS database. Staff will upload data within the required timeframes and assign an SSO event ID number. This ID number shall be placed on the form and documented in the program files. Copies of this document/ID number shall be returned to the District offices for record keeping along with all other spill documentation.

ABCSD SS-EOP-2: SSO Notification should be referred to for specific responsibilities and directions.

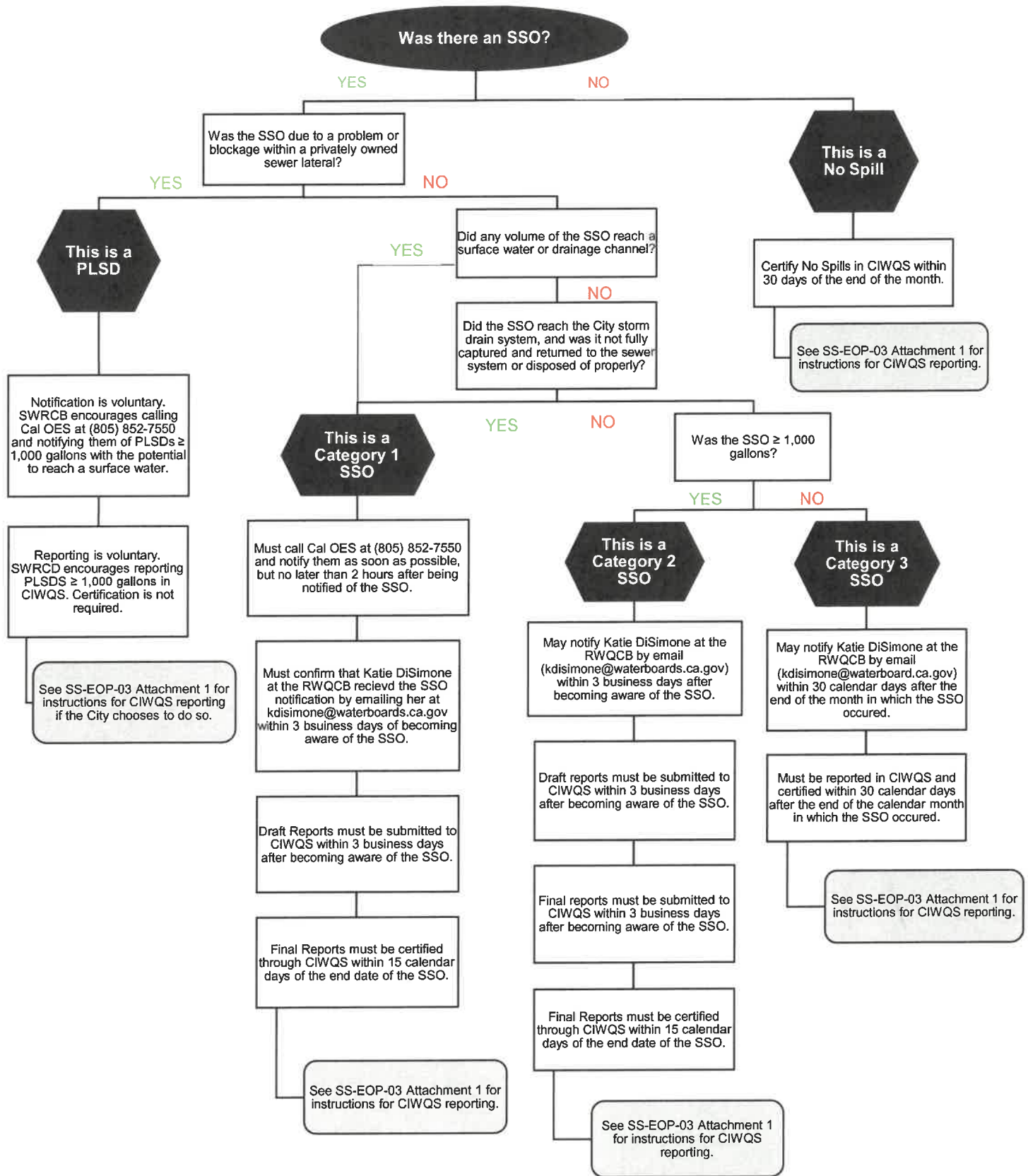


Figure 6-3 Plan for Reporting in CIWQS

6.3 SSO Categories and Reporting Timeframes

SSO Reporting Procedure

SSO reporting procedures vary based on whether the SSO is classified as a Category 1, Category 2, Category 3, or PLSD.

Category 1 SSOs

Draft reports for Category 1 SSOs shall be submitted in CIWQS within three (3) business days of the District becoming aware of the SSO. Final reports for Category 1 SSOs shall be certified in CIWQS within fifteen (15) calendar days of the end date of the SSO. If CIWQS is not available for the submission of the Draft or Final SSO report, the required information must be faxed to RWQCB at (805) 543-0397.

The details of Category 1 SSO reports and their content and how to complete and submit the report in CIWQS is included as an attachment to SS-EOP-03: SSO Reporting.

For all Category 1 SSOs greater than or equal to 50,000 gallons, the District must also submit a Technical Report within 45 calendar days of the end date of the SSO. The Technical Report must include the information described in SS-EOP-03: SSO Reporting. The required information is outlined below and includes descriptions, diagrams, other documents and information, which outline the causes and circumstances of the SSO, the District's response to the SSO, and the water quality monitoring performed to evaluate the impact of the SSO:

Causes and Circumstances of the SSO:

1. Complete and detailed explanation of how and when the SSO was discovered.
2. Diagram showing the SSO failure point, appearance point(s), and final destination(s).
3. Detailed description of the methodology employed, available data used to calculate the volume of the SSO and, if applicable, the SSO volume recovered.
4. Detailed description of the cause(s) of the SSO.
5. Copies of original field crew records used to document the SSO.
6. Historical maintenance records for the failure location.

Enrollee's Response to SSO:

1. Chronological narrative description of all actions taken by enrollee to terminate the spill.
2. Explanation of how the SSMP Overflow Emergency Response Plan was implemented to respond to and mitigate the SSO.
3. Final corrective action(s) completed and/or planned to be completed, including a schedule for actions not yet completed.

Water Quality Monitoring:

1. Description of all water quality sampling activities conducted including analytical results and evaluation of the results.
2. Detailed location map illustrating all water quality sampling points.

Category 2 SSOs

Draft reports for Category 2 SSOs shall be submitted in CIWQS within three (3) business days of the District becoming aware of the SSO. Final reports for Category 2 SSOs shall be certified in CIWQS within fifteen (15) calendar days of the end date of the SSO. If CIWQS is not available for the submission of the Draft or Final SSO report, the required information must be faxed to RWQCB at (805) 543-0397.

The details of Category 2 SSO reports and their content and how to complete and submit the report in CIWQS is included as an attachment to SS-EOP-03: SSO Reporting.

Category 3 SSOs

Report and certify all Category 3 SSOs in CIWQS within thirty (30) calendar days after the end of the calendar month in which the SSO occurs. If CIWQS is not available, the required information must be faxed to RWQCB at (805) 543-0397.

The details of this report and its content and how to complete and submit the report in CIWQS is included as an attachment to SS-EOP-03: SSO Reporting.

PLSDs

PLSDs may be voluntarily reported in CIWQS. SWRCB encourages reporting a PLSD in CIWQS or notifying the responsible party that notification and reporting should be completed as required by Health and Safety Code Section 5410 et. seq. and Water Code Section 13271 if the PLSD is greater than or equal to 1,000 gallons regardless of the SSO destination.

If a PLSD is reported in CIWQS, the District must identify the SSO as occurring and caused by a private lateral, and a responsible party, who is not the District, should be identified, if known. Certification of PLSD reports is not required.

No Spill Certification

If there are no SSOs during a calendar month, the District must certify a “No Spill” certification in CIWQS within thirty (30) calendar days after the end the calendar month in which no SSO occurred. If CIWQS is not available, the required information must be faxed to RWQCB at (805) 543-0397.

If there are no SSOs during a calendar month, but the District reported a PLSD, the District shall certify a “No Spill” certification statement for that month.

Amended SSO Reports

If the District wishes to update or add additional information to a certified SOS report, the District must complete this update or addition by amending the SSO report or adding an attachment to the SSO report in CIWQS within 120 calendar days after the SSO end date.

If a SSO report needs to be amended after this 120-calendar day deadline, the District may contact the SSO Program Manager, Russell Norman, at Russell.Norman@waterboards.ca.gov and request to amend the SSO report. The District is required to submit justification for why the additional information was not available prior to the end of the 120-calendar day deadline with this request.

SS-EOP-3: Reporting Requirements should be referred to for specific responsibilities and directions.

6.4 SSO Impact Mitigation

The initial response to an SSO includes a service truck with traffic control equipment as well as equipment to cordon off the site from the public. The Sherriff department is available as needed for site security. (*SS-EOP-5: Traffic and Crowd Control should be referred to for specific details and direction.*)

Operations Staff takes all reasonable steps to contain sewage and to prevent sewage discharges to surface waters. Upon arrival Operations Staff will determine the cause of the SSO and, utilizing the spill kit, will dike or sandbag off any drain inlets that flow to surface water bodies or to gutters. The District may use the storm drain system as a containment device if needed. The outlet to the storm drain is blocked and the spill and wash down water are then vacuumed from the line. (*SS-EOP-7: SSO Mitigation and Cleanup should be referred to for specific details and direction.*) In the event that the SSO comes into contact with surface water bodies, testing of those bodies will be completed to determine the level of contamination and the appropriate method of clean up.

Based upon the location and type of overflow, operations Staff respond with appropriate equipment. On observation of the spill an estimate of gallons per minute will be made and documented. Equipment used may include a Vactor truck, a service truck equipped with traffic control devices, and the necessary containment tools. Containment tools include a spill kit, sandbags, and plastic tarps. All drain inlets shall be covered with visqueen or other barriers. Additional resources are available locally from other jurisdictions or through equipment rental agencies as the situation warrants.

After the spill is contained, staff will then work to begin removing the main stoppage with the Vactor and return normal flow to the system. Cleanup of raw sewage is begun at the same time with vacuuming up the water and any solid material. Containment is followed by fresh water wash down (per San Luis Obispo County request). The General Manager and Chief Plant Operator are responsible for mitigation, documentation, most reporting, and follow-up.

District EOPs cover spill mitigation and cleanup including procedures for handling a prolonged SSO situation. These procedures cover SSO responses for different situations, including wet weather overflows, pump station failures, and force main breaks. Mitigation efforts include instructions for setting up barriers to contain SSOs and prevent sewage from reaching surface waters, storm drains, or other sensitive environments. District EOPs also include direction regarding public notification procedures when an SSO has the potential to endanger public health. The District currently takes all reasonable steps to contain sewage and prevent sewage discharges to surface waters and minimize or correct any adverse impacts on the environment resulting from the SSO, including accelerated or additional monitoring as may be necessary to determine the nature and impact of the discharge.

For mitigation purposes the Environmental Health (EH) Department provides District assistance in post-SSO monitoring. In the event of a spill, the EH Department is notified immediately along with other applicable agencies. The District then utilizes the EH Department for the service of monitoring water quality post-SSO. The District will also provide any necessary support, equipment, or Staff as requested to assist in the water quality monitoring.

The following District Emergency Operating Procedures (EOPs) apply to SSO Impact Mitigation as described above:

- SS-EOP-5: SSO Traffic and Crowd Control
- SS-EOP-6: SSO Volume Estimation
- SS-EOP-7: SSO Mitigation and Cleanup
- SS-EOP-10: SSO Waterbody Closure

6.5 Emergency Operating Procedures

Emergency Operating Procedures (EOPs) are being developed in 2013 as part of the District's Overflow Emergency Response Plan (OERP). These procedures are developed to establish a standardized and appropriate response to SSOs within the District and establish compliance with the SSWDRs and will be completed May 2013. The following EOPs will be included with this OERP:

- SS-EOP-1: Emergency Overflow Response Plan
- SS-EOP-2: SSO Regulatory Notification Requirements
- SS-EOP-3: SSO Reporting Requirements
- SS-EOP-4: SSO Response Documentation
- SS-EOP-5: SSO Traffic and Crowd Control
- SS-EOP-6: SSO Volume Estimation
- SS-EOP-7: SSO Mitigation and Cleanup
- SS-EOP-8: SSO Water Quality Monitoring – Pacific Ocean & San Luis Obispo Creek
- SS-EOP-10: SSO Records Requirements
- SS-EOP-11: SSO Training Requirements
- SS-EOP-12: SSO Records Requirements
- SS-EOP-13: SSO Training Requirements

SS-EOP-9: SSO Waterbody Closure was combined with SS-EOP-11: SSO Training Records.

6.6 OERP Training

The District's training plan requires staff to be trained on these procedures and the Overflow Emergency Response Plan annually. Additional training is conducted as necessary when; new staff is introduced to the District's system, when changes are made to EOPs or the OERP, and when new equipment impacts the performance of these procedures

The District's authorized representatives in wastewater operations and collection system matters are the Legally Responsible Officials (LRO's) identified in Section 2.2 of this SSMP.

Element 7 - Fats, Oils and Grease (FOG) Control Program

This section of the SSMP describes the FOG Control Program, including identification of problem areas, focused cleaning, and source control. This fulfills the FOG Control Program requirement for both the RWQCB and SWRCB.

7.1 Regulatory Requirements

The requirements for the FOG Control Program element of the SSMP are summarized below.

Each Agency shall evaluate its service area to determine whether a FOG control program is needed. If an Agency determines that a FOG program is not needed the Agency must provide justification as to why it is not needed. If FOG is found to be a problem, the Agency must prepare and implement a FOG source control program to reduce the amount of these substances discharged to the sanitary sewer system. This plan shall include the following as appropriate:

- a. An implementation plan and schedule for a public education outreach program that promotes proper disposal of FOG;
- b. A plan and schedule for the disposal of FOG generated within the sanitary sewer system service area. This may include a list of acceptable disposal facilities and/or additional facilities needed to adequately dispose of FOG generated within a sanitary sewer system service area;
- c. The legal authority to prohibit discharges to the system and identify measures to prevent SSO's and blockages caused by FOG;
- d. Requirements to install grease removal devices (such as traps or interceptors), design standards for the removal devices, maintenance requirements, BMP requirements, record keeping and reporting requirements;
- e. Authority to inspect grease producing facilities, enforcement authorities, and whether the Agency has sufficient staff to inspect and enforce the FOG ordinance;
- f. An identification of sanitary sewer system sections subject to FOG blockages and establishment of a cleaning maintenance schedule for each section; and
- g. Development and implementation of source control measures for all sources of FOG discharged to the sanitary sewer system for each section identified in (f) above.

Supporting information for Element 7 is attached to this Element described in the below documents:

1. List of Food Service Establishments (FSE)
2. FOG inspection form
3. Public Outreach Material
4. CalFOG List of Grease Haulers

7.2 FOG Control Program Discussion

The District initially established a FOG control program in August 2008. The FOG Program requires Food Service Establishments (FSEs) be inspected and permitted annually for a properly functioning grease trap and/or interceptor. The District provided an initial public outreach program and continues to provide outreach during inspections, new service installations and on their webpage. At this time the District has 100% compliance with the program. Three FSEs have installed grease removal devices and the remaining FSEs have been granted variances based on the menu and Best Management Practices (BMPs) being used. Inspections of the FSEs are performed two times a year for the FSEs that have grease removal devices and annually for those with variances. Inspections are performed to ensure maintenance of grease removal devices and use of BMPs are occurring on a regular basis.

Figure 7-1 Typical BMPs

- Train kitchen Staff and other employees about how they can help ensure BMP are implemented
- Post "No Grease" signs above all sinks and on the front of dishwashers
- Use water temperatures less than 140° F in all sinks, especially the pre-rinse sink before the mechanical dishwasher
- Recycle waste cooking oil
- "Dry wipe" pots, pans, and dishware prior to dishwashing

- ☑ Dispose of food waste by recycling and/or solid waste removal
- ☑ Properly maintain grease trap/interceptors
- ☑ Witness all grease trap or interceptor cleaning/maintenance activities to ensure the device is properly operating
- ☑ Clean under-the-sink grease traps weekly, or more frequently, if needed
- ☑ Clean grease interceptors routinely, at least quarterly.
- ☑ Keep a maintenance log
- ☑ Cover outdoor grease and oil storage containers
- ☑ Locate grease dumpsters and storage containers away from storm drain catch basins
- ☑ Use absorbent pads or other material in the storm drain catch basins if grease dumpsters and containers must be located nearby (absorbent pads may be required if the basin is within 20 feet of grease dumpsters or containers or if there are signs of grease in the catch basin at any distance)
- ☑ Routinely clean kitchen exhaust system filters

7.3 Identification of Grease Problem Areas and Sewer Cleaning

One objective of a FOG control program is the identification of High Maintenance Areas (HMA) that are likely or prove to have grease accumulation. The District has identified potential grease problem areas by tracking locations and causes of dry weather blockages and SSOs and during sewer cleaning and video inspection.

As a preventative measure, the District has developed an annual routine cleaning schedule for the sanitary sewer system. In addition to these cleanings, the District will focus on identified HMA. Identified HMA are cleaned quarterly.

The District maintains a GIS sewer atlas depicting each manhole location. This data will be used in conjunction with cleaning logs, for which Staff will note the date and time of flushing as well as debris type and severity.

The District performs video inspection via CCTV to troubled areas. If a source of grease in a lateral can be identified, the District will contact the restaurant or source of the grease to ensure mitigation. Additional information about cleaning and maintenance is included in Element 4 - Operation and Maintenance.

7.4 Legal Authority

District Ordinance No. 2012-01 has provisions for the control of FOG in the Sewer System.

FOG limited:

Section 3.01.020, Specific Prohibitions, E, 4, prohibits discharges which may contain more than one hundred (100) parts per million, by weight, of fats, oil, grease or wax. Section 3.04 Fats, Oils, and Grease (FOG) Program: makes it unlawful for any discharger to discharge FOG or cause FOG to be discharged into the sanitary sewer system.

Grease Control Device:

Section 3.04.010 Grease Control Device – Installation: requires all food service establishments (FSEs) to install, operate, and maintain an approved type and adequate sized grease control device (GCD). GCDs must be sized and installed per the Uniform Plumbing Code or California Plumbing Code, whichever is more stringent.

Maintenance of Grease Control Devices:

Section 3.04.020 Grease Control Device – Maintenance: requires all GCDs to be cleaned on a regular basis to ensure efficient operation. Gravity grease interceptors are required to be cleaned no less than every ninety (90) days and hydro-mechanical grease interceptors be cleaned no less than once every seven (7) days. Maintenance of below ground gravity grease interceptors must be performed by a licensed cleaning service. Smaller hydro-mechanical grease interceptors may be cleaned by Food Service Establishment (FSE) staff.

Inspections:

Article 2 – Connections, Section 2.05.030 Right of Entry: gives authorized representatives of the District permission to enter in and upon all buildings and premises within the District at reasonable hours for purposes of inspection, sampling, observation, measurement, testing, or otherwise performing such duties as may be necessary.

Article 3 – Discharges, Sections 3.04.040 – 3.04.080: requires FSEs discharging FOG to the sanitary sewer to obtain a FOG permit which specifies conditions for; proper installation, operation, maintenance, best management practices, and record keeping demonstrating cleaning and maintenance activities. Noncompliance with these conditions may lead to revocation of the FSEs FOG permit.

Enforcement:

Article 5 – Charges and Fees, Section 5.03.010 Noncompliance Fees: gives the District to assess a fee for dischargers found to be noncompliant with the terms and conditions of the District Ordinance.

Additionally, Article 6 – Violations: gives the District the authority to enforce any violation of its sewer ordinance. This authority can be found in the following sections of the ordinance:

- 6.01.010 Civil Action
- 6.01.020 Criminal Prosecution
- 6.02 Liability for Damages for Violation

Legal Authority for the control of FOG is also discussed in Element 3, section 3.5.

Element 8 –System Evaluation and Capacity Assurance Plan

The District shall continue to update and evaluate its CIP plan that provides for the System Evaluation and Capacity Assurance regarding key sanitary sewer system elements for dry weather peak flow conditions, as well as the appropriate design storm or wet weather event. This section fulfills the District Management requirements for both the RWQCB and SWRCB.

8.1 Regulatory Requirements

The District shall develop a System Evaluation and Capacity Assurance Plan which will provide sanitary sewer system elements for dry weather peak flow conditions, as well as the appropriate design storm or wet weather event. The requirements for the System Evaluation and Capacity Assurance element of the SSMP are summarized below.

- A. Evaluation: Actions needed to evaluate those portions of the sanitary sewer system that are experiencing or contributing to a SSO discharge deficiency. The evaluation should provide estimates of peak flows associated with conditions similar to those causing overflow events, estimates of the treatment plant's key system components, hydraulic deficiencies (including components of the system with limiting capacity) and the major sources that contribute to the peak flows associated with overflow events;
- B. Design Criteria: Where design criteria do not exist or are deficient, undertake the evaluation identified above to establish appropriate design criteria; and
- C. Capacity Enhancement Measures: The steps needed to establish a short- and long-term CIP to address identified hydraulic deficiencies, including prioritization, alternatives analysis, and schedules. The CIP may include increases in pipe size, I/I reduction programs, increases and redundancy in pumping capacity, and storage facilities. The CIP may include an implementation schedule and may identify sources of funding.
- D. Schedule: The District will develop a schedule of completion dates for all portions of the capital improvement program developed in (A)-(C) above. This schedule may be reviewed and updated consistent with the SSMP requirements as described by the SWRCB GWDR.

Supporting information for Element 8 is described in the below documents:

- Inflow & Infiltration (I/I) Plan (2006)
- Wastewater Master Plan Update (2010)
- Wastewater Collection System Master Plan (2010)

8.2 System Hydraulic Evaluation and Capacity Assurance Plan

The District evaluated the hydraulic capacity of major trunk sewers in 2010 as part of the Wastewater Collection System Master Plan (Master Plan). The District has completed an update for the hydraulic analysis and evaluation of the major trunk lines in the collection system.

The 2010 Master Plan identified potential Capital Improvement projects that need to be considered and potentially implemented for future system expansion. If no improvements are required in the short-term, long-term improvements will be planned according to build-out of the District. During the design of each project, alternative designs will be considered. These recommendations will be incorporated into the District's Capital Improvement Plan where appropriate. The Annual Capital Improvement Plan and Budget are on the District's website.

8.3 Schedule

The District adopts a fiscal year budget document that includes a Capital Improvement Program for the water and wastewater systems. The budget document contains a 5-year CIP that forecasts projects currently scheduled for completion. The schedule is modified annually with each new fiscal year. Completed projects are removed from the schedule and newly identified CIPs are placed in the document for completion in accordance with priority and available funding levels.

Pursuant to Government Code Section 61110, adoption of operating budgets must be completed before September 1 of each year in conformance with generally accepted accounting principles. The District's operating

and CIP budgets outline anticipated revenue and expense for the fiscal year. The District Board typically adopts a preliminary budget in May and a final budget at the regular meeting in June. The newly adopted fiscal year budget then extends through June of the following year.

Element 9 - Monitoring, Measuring and Program Modifications

This section of the SSMP discusses monitoring, measurement and program modifications employed by the District. The District may prepare and implement program modifications as appropriate to address deficiencies, or as a preventative measure for improving the overall collection system. This section fulfills the Monitoring, Measurement and Program Modification requirements for both the RWQCB and SWRCB.

9.1 Regulatory Requirements

The District should develop a monitoring, measurement, and modifications program to maintain the relevant information that can be used to establish and prioritize appropriate policies, procedures, processes, and programs funding within the SSMP. These measurements shall include the following information:

1. How to maintain relevant information that can be used to establish and prioritize appropriate processes within the SSMP;
2. When to monitor the implementation and, where appropriate, measure the effectiveness of each element of the SSMP;
3. Assess the success of the preventative maintenance program;
4. Update program elements, as appropriate, based on monitoring or performance evaluations; and
5. Identify and illustrate SSO trends, including: frequency, location, and volume.

Supporting information for Element 9 is described in the below document:

- SSO Logs and Trend Data

9.2 Monitoring, Measurement and Modification Program

The District will maintain relevant information to establish and prioritize appropriate SSMP activities (such as the immediate elimination of dry weather overflows or overflows into sensitive waters, such as public drinking water supplies and their source waters, swimming beaches and waters where swimming occurs, designated Outstanding National Resource Waters or Areas of Special Biological Significance, National Marine Sanctuaries, waters within Federal, State, or local parks, and water containing threatened or endangered species or their habitat).

In the event of an SSO within the District, the data collected and relevant information shall be documented. The Operations Manager shall keep an annual record of the incidents and assumed causes of the spills. This information will be reported on a monthly basis to the RWQCB and electronically to the State CIWQS database.

This information will be used to assist in planning activities, programs and policies that help eliminate future SSOs and their causes.

The SSMP will be reviewed periodically to ensure all the provisions are implemented and the effectiveness discussed at monthly coordination meetings. Monthly coordination meetings consist of the administrative staff, engineering staff, and operations staff. Any issues of concern generated by these monthly meetings will be addressed in the work order program or by the identification of a special project to address issues outside the scope of the work order system.

The District maintains an annual collection system cleaning schedule that will be routinely evaluated to determine the current status, and/or deficiencies of the collection system. With this preventative measure in place, the District will have the ability to assess the success with reduction in SSOs, maintenance and repairs.

Table 9-1 SSMP Performance Indicator Tracking (2011 – 2014)

INDICATOR	2011	2012	2013	2014
Number of SSOs (by season)				
Wet Season Sept 15 – March 15	0	0	0	0
Dry Season March 16 – Sept 14	0	0	0	0
Number of SSOs (by volume)				
< 10 Gallons	0	0	0	0
10 – 99 Gallons	0	0	0	0

100 – 999 Gallons	0	0	0	0
>1000 Gallons	0	0	0	0
SSO Volume				
Total	n/a	n/a	n/a	n/a
Recovered	n/a	n/a	n/a	n/a
Total Volume Conveyed to the WWTP	n/a	n/a	n/a	n/a
Total Volume SSO/Total Volume Conveyed	n/a	n/a	n/a	n/a
Number of SSO (by cause)				
Blockages	n/a	n/a	n/a	n/a
Roots	n/a	n/a	n/a	n/a
Grease	n/a	n/a	n/a	n/a
Debris	n/a	n/a	n/a	n/a
Debris from Laterals	n/a	n/a	n/a	n/a
Construction Debris	n/a	n/a	n/a	n/a
Multiple Causes	n/a	n/a	n/a	n/a
Infrastructure Failure	n/a	n/a	n/a	n/a
Inflow and Infiltration	n/a	n/a	n/a	n/a
Electrical Power Failure	n/a	n/a	n/a	n/a
Flow Capacity Deficiency	n/a	n/a	n/a	n/a
Natural Disaster	n/a	n/a	n/a	n/a
Bypass	n/a	n/a	n/a	n/a
Cause Unknown	n/a	n/a	n/a	n/a
Number of SSOs per mile of sewer per year	0	n/a	n/a	n/a
Volume of SSOs per mile of sewer per year	0	n/a	n/a	n/a
Average Emergency Response Time				
Business Hours	n/a	n/a	n/a	n/a
Non-Business Hours	n/a	n/a	n/a	n/a
Maintenance Activities (linear ft/yr)				
Televised Inspection	0	0	0	0
Regular Cleaning	10,100	10,100	10,100	10,100
HMA Cleaning	No Record	1,600	1,600	1,600
Extra Cleaning based on CCTV Inspection	No Record	0	0	0
Table 9-1 SSMP Performance Indicator Tracking (2009 – 2012)				
INDICATOR	2009	2010	2011	2012
Number of SSOs (by season)				
Wet Season Sept 15 – March 15	0	2*	0	0
Dry Season March 16 – Sept 14	1	1	0	0
Number of SSOs (by volume)				
< 10 Gallons	0	1	0	0
10 – 99 Gallons	0	2	0	0
100 – 999 Gallons	1	0	0	0
>1000 Gallons	0	0	0	0
SSO Volume				
Total	250	301	n/a	n/a
Recovered	250	291	n/a	n/a
Total Volume Conveyed to the WWTP	250	291	n/a	n/a
Total Volume SSO/Total Volume Conveyed	100%	97%	n/a	n/a
Number of SSO (by cause)				
Blockages	1	2	n/a	n/a
Roots	x	x	n/a	n/a
Grease	n/a	x	n/a	n/a
Debris	n/a	n/a	n/a	n/a
Debris from Laterals	n/a	n/a	n/a	n/a

Construction Debris	n/a	n/a	n/a	n/a
Multiple Causes	n/a	n/a	n/a	n/a
Infrastructure Failure	n/a	n/a	n/a	n/a
Inflow and Infiltration	n/a	1	n/a	n/a
Electrical Power Failure	n/a	n/a	n/a	n/a
Flow Capacity Deficiency	n/a	n/a	n/a	n/a
Natural Disaster	n/a	n/a	n/a	n/a
Bypass	n/a	n/a	n/a	n/a
Cause Unknown	n/a	n/a	n/a	n/a
Number of SSOs per mile of sewer per year	.0001	.0003	n/a	n/a
Volume of SSOs per mile of sewer per year	.0225	.0271	n/a	n/a
Average Emergency Response Time				
Business Hours	15 min	15 min	n/a	n/a
Non-Business Hours	n/a	n/a	n/a	n/a
Maintenance Activities (linear ft/yr)				
Televised Inspection	7400	650	0	0
Regular Cleaning	9346	10100	10100	10,100
HMA Cleaning	1620.2	No Record	No Record	1,600
Extra Cleaning based on CCTV Inspection	832.7	No Record	No Record	0

9.3 Updates

The District shall update program elements, as appropriate, based on monitoring of performance indicators as shown in Table 9-1. The SSMP and its elements will be updated in accordance with the results of the monitoring and Staff recommendations. Performance evaluations are ongoing because the daily operations of the District include all the elements in this program.

9.4 Identifying Trends

The District shall identify and illustrate SSO trends including frequency, location, and volume as part of the SSMP updates. A trend of either frequency or volume could indicate a chronic problem that could be specifically identified within the collection system. Should the District identify an area prone to problems, known as “hot spots” or HMA, maintenance and inspection services to these areas will be increased or rehabilitation/replacement will be considered.

Element 10 – SSMP Audits

The District will conduct periodic internal audits, appropriate to the size of the system and the number of SSO. This section fulfills the SSMP Audit requirements for both the RWQCB and SWRCB.

10.1 Regulatory Requirements

As part of the SSMP, the Agency shall conduct an internal audit, appropriate to the size of the system and the number of overflows, and submit a report of such audit, evaluating the SSMP, and its compliance with the SWRCB GWDR.

At a minimum, these audits should occur every two years and a report should be prepared and kept on file. This audit may focus on evaluating the effectiveness of the SSMP and the District compliance with the SSMP requirements identified in the SWRCB General Order 2006-0003-DWQ, including identification of any deficiencies in the SSMP and steps to correct them.

Element 10 – Program Audits: Attachment

Supporting information for Element 10 is attached and includes the following document:

- Audit Report 2017 Audit Summary Table

10.2 SSMP Program Audits

The District shall perform an internal audit of its SSMP and its compliance with the SWRCB and RWQCB every two (2) years following the final certification date. The Audit will be done under the direction of the District Engineer. Updates for the District's SSMP will be completed as warranted.

Table 10-1 SSMP Audits

YEAR	ENTITY
2012	Wallace Group
2014	Wallace Group
2017	Fluid Resource Management
2020	Fluid Resource Management

Element 11 –Communications

This section outlines a Communication Plan that allows interested parties to be involved in the preparation and implementation of the SSMP. This section fulfills the Communications requirement for both the RWQCB and SWRCB.

11.1 Regulatory Requirements

The Agency shall communicate on a regular basis with the public on the development, implementation, and performance of its SSMP. The communication system shall provide the public the opportunity to provide input to the Agency as the program is being developed and prior to implementation.

Element 11 - Communications Appendix

There is no appendix associated with Element 11. All pertinent information is included in the section.

11.2 District Communication Program

The purpose of this plan is communicating the effectiveness of the District's SSMP and educating all stakeholders and interested parties in the benefits to people and the environment of a properly designed, constructed, operated, and maintained collection system. The District maintains regularly scheduled business hours at the Avila Beach CSD office where the General Manager is able to address public comment or refer comments to appropriate staff.

Table 11-1 Communication Program Plan

Activity / Best Management Practice	Stakeholders to be contacted	Contact Frequency	Implementation Year		Note
			FY 13/14	FY 18/19	
Update District Website	All	As Needed	x	X	1
Present SSMP Updates	District Board	As Needed	x		2
Promote SSO Awareness	All	Twice per Year			3
Conduct FOG Education	Local Restaurants & Residents	Ongoing	x	x	4
Distribute SSO Prevention Materials	All	Ongoing	x		
Communicate with tributary/satellite system	Port San Luis Harbor District (PSLHD)	Quarterly or as needed	x		

Notes:

1. The 2014 SSMP and 2017 Audit Report are posted on the District's website. The updated SSMP will be posted once the updates are finalized. The District may include a public comments section in the website. The website may be updated as new information is available, such as revised procedures or new policies are developed, or new regulatory information is received.
2. Presentation(s) to the District Board may be at regularly scheduled public meetings or through other appropriate public venues that include the opportunity for public comment (in addition to the website).

3. Promotional opportunities include District staff attendance at community events such as the summertime Farmer's Market.
4. Development of appropriate FOG educational materials and/or modifications to existing programs and materials began in 2008 with the initial local restaurant visits taking place in FY08/09. Inspections, education, and outreach are continuing as part of the District's FOG Program.
5. Informational materials such as handouts, pamphlets, utility bill inserts and public service announcements may be produced and distributed at workshops, community events, handed-out with building/plumbing permits, and/or posted on the website. Many of these have already been developed by the District and other public agencies and would be modified or revised as appropriate. These materials are available at the District office.
6. Monthly Avila Beach CSD Staff Coordination Meetings will be used as a venue to communicate with PSLHD on a Quarterly basis or more frequently if necessary.

Element 12 –SSO Water Quality Monitoring Program

This section outlines a SSO Water Quality Monitoring Program that the agency will use to assess impacts from SSO to surface waters, in which 50,000 gallons or greater are spilled to surface waters.

12.1 Regulatory Requirements

To comply with subsection D.7(v) of the SSS WDRs, per the Monitoring and Reporting Program No. WQ 2013-0058-EXEC, the Agency shall develop and implement an SSO Water Quality Monitoring Program. The program must contain the following:

- Contain protocols for water quality monitoring.
- Account for spill travel time in the surface water and scenarios where monitoring may not be possible (e.g. safety, access restrictions, etc.)
- Require water quality analyses for ammonia and bacterial indicators to be performed by an accredited or certified laboratory.
- Require monitoring instruments and devices used to implement the SSO Water Quality Monitoring Program to be properly maintained and calibrated, including any records to document maintenance and calibration, as necessary, to ensure their continued accuracy.
- Within 48 hours of the enrollee becoming aware of the SSO, require water quality sampling for, at a minimum, the following constituents:
 - Ammonia
 - Appropriate Bacterial indicator(s) per the applicable Basin Plan water quality objective or Regional Board direction which may include total and fecal coliform, enterococcus, and E.coli.

12.2 Water Quality Monitoring Program

Avila Beach CSD staff plans to develop and implement an SSO Water Quality Monitoring Program.


13.0 SSMP Completion and Certification

Both the SSMP and the Agency's program to implement the SSMP must be certified by the Agency to be in compliance with the requirements set forth in SWRCB General WDR Order No. 2006-0003-DWQ and Order No. WQ 2013-0058-EXEC and must be presented to the Agency's governing board for approval at a public meeting. The Agency shall certify that the SSMP and subparts thereof, are in compliance with the general WDR within the time frames identified. In order to complete this certification, the Agency's authorized representative must complete the certification portion in the Online SSO Database Questionnaire by checking the appropriate milestone box, printing and signing the automated form, and filing the signed form with the approved SSMP. SSMP updates will require review and certification by the District Board of Directors.

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

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: April 13, 2021

SUBJECT: Options for providing Directors paperless agenda packets

Recommendation:

Receive staff report and provide direction to staff

Discussion:

In this time of virtual meetings, public agencies and commissions have been moving towards paperless options within the office filing systems and with the production and management of Board meeting agenda packets. The San Luis Harbor District Commission recently explored the option of providing Commission Directors with tablets to use for Agency communications, agenda packets and other related Agency business.

The tablets would be purchased by the Agency for use by the Directors during their term of office and then returned to the District when the Director is no longer serving on the Board. Having an updated and dedicated tablet device would ensure that Directors can efficiently log-in and participate in virtual meetings. Directors would need to have Wi-Fi at their residence or location where they are attending the meeting. In addition, it would save the District the costs associated with copying and delivering the agenda packets and the subsequent disposal/recycle costs when the agenda packet is no longer needed. The price of tablets that would be suitable for this application have been coming down in price and range from \$400 - \$700 depending on the screen size, processor etc.

The Board discussed this issue several years and at the time declined to move forward with exploring further options. Board members would not be required to use the paperless, tablet option, but we could make it available to Board members that would find easier and more functional for them. We have several new Board members since we last discussed this issue, and staff thought it would be appropriate to seek input and direction from the Board.