

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

BOARD MEETING AGENDA 1:00 P.M. (Pacific Time) Tuesday, July 14th, 2020

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: 1:00 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, or where staff needs to inform Board.

 - A. County Reports
 1. SLO County Sheriff Department
 2. CalFire/County Fire Department

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

5. CONSENT ITEMS:

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

- A. June Board Meeting Minutes
- B. Monthly Financial Reviews for June
- C. General Manager and District Engineer Report
- D. Water and Wastewater Superintendent Reports for June

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. Consolidation of General Election
(Action Required: Consider Adopting Resolution No. 2020-07 requesting the District's 2020 Biennial Election be consolidated with the November 3, 2020, San Luis Obispo County General Election)
- B. Fats, Oil and Grease Program Services Contract
(Action Required: Receive Report and Authorize Staff to Execute an FY 20/21 Fats, Oil and Grease Services Contract or Provide Other Direction to Staff)

8. PUBLIC COMMENT ON CLOSED SESSION ITEMS

- 9. **A. Legal Counsel Contract Review**
B. General Manager/District Engineer Contract Review

ADJOURN TO CLOSED SESSION

10. REPORT ON CLOSED SESSION/ANNOUNCEMENT OF ACTION, IF ANY, TAKEN IN CLOSED SESSION

11. COMMUNICATIONS/ COORESPONDENCE

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

12. Adjourn to next regularly scheduled meeting on September 8th, 2020.

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, June 9th, 2020
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, June 9th, 2020**

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: None

Board Members Present: Pete Kelley
 Lynn Helenius
 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: Mike Seitz, Legal Counsel
 Carina Butler, FRM

3. PUBLIC COMMENTS - No Public Comments.

4. INFORMATION AND DISCUSSION ITEMS

A. County Reports

Cal Fire: Battalion Chief Lee reported calls for 42 service, were 20 medically related. Cal Fire is actively training for the upcoming fire season. Chief Lee reported they are clearing brush in San Luis Bay Estates & Squire Canyon. Ontario Ridge & Caving Landing are also being served by hand crews. Chief Lee reminded the Board and public to complete your vegetation management

by 10 A.M. Please check that your property is clear of fire hazards and weeds. Also, wash your hands.

Sheriff's Report: Sheriff Nelson reported 38 calls. One theft was reported this month when a woman left her purse unattended on the beach. Please remember to lock your cars and keep valuables out of sight. There was one report of vandalism on Front Street in front of Hula Hut.

Ara Najarian remotely joined the meeting at approximately 1:05 P.M. via Zoom.

B. Conferences, Meetings and General Communications –

Mike Seitz announced his retirement effective of December 31st, 2020. GM Hagemann advised the Board he has stepped in as interim General Manager for San Miguelito Mutual Water Company. Hagemann also reported that Chevron is working on conceptual plans for divesting the former tank farm property. Chevron desires to work with public agencies and non-governmental land conservation agencies to keep a majority of the property in open space/conservation easements. Staff advised Chevron that the District would be interested in acquiring the portion of the property where the District's water tanks are currently located and would consider installing a small solar energy field, if feasible. Chevron will continue to work with the District regarding acquisition of the tank site property. The Board directed Hagemann to update the Board as more information becomes available.

5. CONSENT ITEMS

All three Board members present at the March 2020 meeting were not present at the April & May meetings to approve the March meeting minutes. Therefore, the March Meeting Minutes were removed from consent items (Item A) and voted on separately. Director Helenius made a motion to approve the Consent Items, excluding the March Minutes (Item A). The motion was seconded by Director Berry and it passed with a roll call vote 4-0.

AYES: Lynn Helenius
Ara Najarian
Howie Kennett
Pete Kelley

NOES: None

ABSENT: None

Director Berry did not vote since she was not present at the meeting.

President Kelley made the motion to approve the March Meeting Minutes and was seconded by Director Berry. It passed with a roll call vote. 3-0.

AYES: Lynn Helenius
Kristin Berry
Pete Kelley

NOES: None

ABSENT: None

Director Najarian and Director Kennett did not vote since they were not present at the meeting

6. **DISCUSSION OF PULLED CONSENT ITEMS:** None

7. **BUSINESS ITEMS:**

A. **PUBLIC HEARING: FY 2020/2021 Budget.** GM Hagemann presented the final draft of the FY 2020/21 Budget and responded to questions. President Kelly opened the Public Hearing. There were no public comments, and President Kelley closed the Public Hearing. Vice President Helenius made a motion to approve Resolution No. 2020-04 adopting Appropriations Limitations. The motion was seconded by Director Berry and it passed with a roll call vote 5-0.

AYES: Lynn Helenius
Kristin Berry
Pete Kelley
Ara Najarian
Howie Kennett

NOES: None

ABSENT: None

Director Helenius made a motion to approve Resolution No. 2020-05 Adopting the FY 2020/21 Budget. The motion was seconded by Director Berry and it passed with a roll call vote 5-0.

AYES: Lynn Helenius
Pete Kelley
Ara Najarian
Howie Kennett
Kristin Berry

NOES: None

ABSENT: None

B. **Updating the Water and Wastewater Service Charge Assistance Program, Resolution No. 2020-06.** GM Hagemann summarized the staff report. Diana Ruiz, property manager at Lachen Tara apartments, provided a letter supporting the rate assistance resolution. Director Kelley made a motion to approve Resolution No. 2020-06. The motion was seconded by Director Berry and it passed with a roll call vote.

AYES: Pete Kelley
Kristin Berry
Lynn Helenius
Ara Najarian
Howie Kennett

NOES: None

ABSENT: None

8. **COMMUNICATIONS/CORRESPONDENCE**

Director Helenius commented that Legal Counsel and General Manager annual contract reviews are normally completed during this time of year. GM Hagemann reported that the contract review forms will be mailed out during June and the contract reviews will be scheduled for the July Board meeting.

9. **ADJOURNMENT:** The meeting was adjourned at 2:00 p.m.

The next regular meeting of the Avila Beach Community Services District is scheduled for Tuesday, July 14th, 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: July 14th, 2020

SUBJECT: Monthly Financial Review for June 2020

Recommendation:

Receive and file report.

Overall Monthly Summary

During the month of June, the District deposited \$80,187.60 and incurred \$64,701.86 in expenses (cash basis). Income for June included \$6,449.41 in County tax income, \$80,022.44 in monthly water and sewer fees.

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

Utility Service Billing

The District billed approximately \$79,162.69 in water and sewer service charges in June. Customer Rate Assistance reduced billing charges to the District in the amount of \$859.75. The water and sewer billing was approximately 14% lower compared to last year due to “shelter in place” order as a result of the Covid-19 pandemic.

Operation and Maintenance

The Fluid Resource Management (FRM) Statements for June 2020 is included in this report.

	<u>Jun 20</u>
Ordinary Income/Expense	
Income	
4000 · Income Summary	
4010 · Operating Revenue	80,022.44
4012 · Solid Waste Franchise Fee	1,596.68
4020 · Contract Services-Ambulance	1,069.00
4030 · County Taxes	6,449.41
	<hr/>
Total 4000 · Income Summary	89,137.53
	<hr/>
Total Income	89,137.53
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Gross Profit	89,137.53
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Expense	
5100 · Merchant Credit Card Fees	
5110 · Amex	13.50
5120 · Chase Paymentech	124.45
5140 · Invoice Cloud	326.93
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Total 5100 · Merchant Credit Card Fees	464.88
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5200 · Payroll Expenses	
5210 · Gross Wages	
5211 · Regular Pay	3,563.45
5012 · Holiday Pay	0.00
5014 · Sick Pay	0.00
5016 · Vacation Pay	0.00
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Total 5210 · Gross Wages	3,563.45
	<hr/>
5230 · Payroll Taxes	60.37
	<hr/>
5240 · Health & Medical Exp.	
5242 · Health Ins / Other	600.00
	<hr/>
Total 5240 · Health & Medical Exp.	600.00
	<hr/>
5250 · PERS Company Pd Expense	
5256 · PERS Co Pd Kristi	268.72
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Total 5250 · PERS Company Pd Expense	268.72
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5280 · Payroll Administration & Misc.	117.12
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Total 5200 · Payroll Expenses	4,609.66
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6000 · Administrative Overheads	

Avila Beach Community Services District
Profit & Loss
June 2020

	<u>Jun 20</u>
6102 · Accounting	2,760.00
6120 · Dues & Subscriptions	127.08
6135 · Legal	1,222.00
6140 · Office Supplies & Postage	
6142 · Postage & Shipping	188.48
6143 · Supplies, Office	372.22
Total 6140 · Office Supplies & Postage	560.70
6145 · Public Notices	137.94
6150 · Rate Assistance	859.75
6170 · Website	400.00
Total 6000 · Administrative Overheads	6,067.47
6500 · Operating Expenses	
6503 · Chemicals	6,567.20
6505 · Contract Labor O & M	19,591.88
6506 · Contract Labor GM	4,060.00
6507 · Contract Labor Civil Engineer	6,307.50
6510 · Critical Spare Parts	1,348.67
6518 · Equipment Expense	249.86
6520 · Equipment Repair & Maint.	
6522 · Equip. Rep. & Maint-Avila & HD	2,237.14
6524 · Equip. Rep. & Maint. Avila Only	40.00
6520 · Equipment Repair & Maint. - Oth...	459.61
Total 6520 · Equipment Repair & Maint.	2,736.75
6525 · Fat Oil & Grease (FOG)	83.00
6530 · Generator Maintenance	330.00
6535 · Insurance P/L	1,323.04
6540 · Lab Tests	3,356.00
6542 · Maintenance	190.00
6550 · Operating Supplies	84.16
6555 · Permits & Fees	45.50
6565 · Regulatory Compliance	130.00
6570 · Safety Gear	235.83
6580 · Solids Handling	1,328.00
6585 · Telephone / Internet	525.87
6590 · Utilities	3,930.61
Total 6500 · Operating Expenses	52,423.87
Total Expense	63,565.88

Avila Beach Community Services District
Profit & Loss
June 2020

	<u>Jun 20</u>
Net Ordinary Income	25,571.65
Other Income/Expense	
Other Expense	
8200 · Non-Operating Expenses	
8230 · Capital Purchases in Prog Sani	
8245 · WWTP Improvement Project	
8245b · WWTP Phase I Design	6,956.78
Total 8245 · WWTP Improvement Project	6,956.78
8246 · WW Swr Ln Rplmt San Migl	
8246c · WW Swr Ln Rplmt Sn Migl Pha...	430.00
Total 8246 · WW Swr Ln Rplmt San Migl	430.00
Total 8230 · Capital Purchases in Prog Sani	7,386.78
Total 8200 · Non-Operating Expenses	7,386.78
Total Other Expense	7,386.78
Net Other Income	-7,386.78
Net Income	<u><u>18,184.87</u></u>

Avila Beach Community Services District
Balance Sheet
As of June 30, 2020

	<u>Jun 30, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash Summary	
1005 · Customer Cash	325.00
1008 · Petty Cash	86.28
1010 · Pacific Premier Checking	1,207,858.69
1050 · LAIF	3,101,680.08
Total 1000 · Cash Summary	<u>4,309,950.05</u>
Total Checking/Savings	4,309,950.05
Accounts Receivable	
1200 · *Accounts Receivable	85,534.50
Total Accounts Receivable	<u>85,534.50</u>
Other Current Assets	
1250 · Receivables	
1255 · Interest Receivable	19,364.33
1270 · Taxes Receivable	9,530.07
1280 · Water & Sewer Billings	90,740.71
Total 1250 · Receivables	<u>119,635.11</u>
1400 · Prepaid Summary	
1410 · Prepaid Insurance	1,254.11
Total 1400 · Prepaid Summary	<u>1,254.11</u>
Total Other Current Assets	<u>120,889.22</u>
Total Current Assets	4,516,373.77
Fixed Assets	
1600 · Fixed Assets & Acc. Depr.	
1605 · Office Equipment	
1606 · Copier Samsung 2012	8,233.58
1609 · Office Equipment Accum Depr	-8,233.58
Total 1605 · Office Equipment	<u>0.00</u>
1610 · Fixed Asset -Office & Admin.	
1612 · Office Furniture cost	4,526.21
1614 · Office Furniture Accum Dep.	-4,526.21
Total 1610 · Fixed Asset -Office & Admin.	<u>0.00</u>
1620 · Fixed Assets - Sanitary	
1622 · Land	60,314.10

Avila Beach Community Services District
Balance Sheet
As of June 30, 2020

	<u>Jun 30, 20</u>
1626 · Collection Assets	
1627 · Collection Assets Cost	1,318,875.26
1628 · Collect Assets Accum Depr	-497,174.62
Total 1626 · Collection Assets	<u>821,700.64</u>
1630 · Disposal Equipment	
1631 · Disposal Equip Cost	611,174.66
1632 · Disposal Equip Accum Depr	-264,042.83
Total 1630 · Disposal Equipment	<u>347,131.83</u>
1635 · Treatment Plant	
1636 · Treatment Plant Original	105,000.00
1637 · Treatment Plant Addition	2,049,098.30
1638 · Treatment Plant Accum Dep	-1,177,733.59
Total 1635 · Treatment Plant	<u>976,364.71</u>
1642 · Treatment Equipment	
1643 · Treatment Equip Cost	1,087,410.54
1644 · Treatment Equip Accum Depr	-704,848.55
1642 · Treatment Equipment - Other	205,485.61
Total 1642 · Treatment Equipment	<u>588,047.60</u>
Total 1620 · Fixed Assets - Sanitary	<u>2,793,558.88</u>
1650 · Fixed Assets - Water	
1652 · Equipment	
1653 · Equipment Cost	21,136.28
1654 · Equipment Accum Depr	-21,136.28
Total 1652 · Equipment	<u>0.00</u>
1656 · Distribution Assets	
1657 · Distribution Assets Cost	1,263,996.77
1658 · Dist Assets Accum Depr	-657,239.98
Total 1656 · Distribution Assets	<u>606,756.79</u>
Total 1650 · Fixed Assets - Water	<u>606,756.79</u>
1680 · Structures - Fixed Asset	
1681 · Structures GFAAG - Sani & FA	74,061.65
1682 · Gen / Fire Accum Dep	-38,345.77
Total 1680 · Structures - Fixed Asset	<u>35,715.88</u>
1690 · Construction in Progress	<u>66,397.23</u>
Total 1600 · Fixed Assets & Acc. Depr.	<u>3,502,428.78</u>

Avila Beach Community Services District
Balance Sheet
As of June 30, 2020

	<u>Jun 30, 20</u>
Total Fixed Assets	3,502,428.78
Other Assets	
1800 · Deferred Outflows of Resources	27,497.00
Total Other Assets	27,497.00
TOTAL ASSETS	8,046,299.55
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 · Accounts Payable	55,158.45
Total Accounts Payable	55,158.45
Other Current Liabilities	
2200 · Payroll Liabilities	
2201 · Accrued Payroll	1,772.34
2260 · Vacation Payable	944.10
2262 · Sick Pay Accrued	274.60
Total 2200 · Payroll Liabilities	2,991.04
2300 · Deposits Held	
2303 · Water Deposits Held	4,610.00
Total 2300 · Deposits Held	4,610.00
Total Other Current Liabilities	7,601.04
Total Current Liabilities	62,759.49
Long Term Liabilities	
2400 · Net Pension Liability	126,061.00
2500 · Deferred Inflows of Resources	9,791.00
Total Long Term Liabilities	135,852.00
Total Liabilities	198,611.49
Equity	
3000 · Opening Bal Equity	177,766.56
3900 · Retained Earnings	7,305,462.00
Net Income	364,459.50
Total Equity	7,847,688.06
TOTAL LIABILITIES & EQUITY	8,046,299.55

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

June 2020

07/08/20

Type	Date	Memo	Split	Amount	Balance
General / Admin					
Deposit	06/08/2020	S L Ambulance Contract Services	1010 · Pacific Premier Che...	-1,069.00	-1,069.00
Deposit	06/08/2020	Pd Cash Augie \$ 100 Daniel \$ 190 James H. \$ 118.75 x 2	1010 · Pacific Premier Che...	-527.50	-1,596.50
Deposit	06/11/2020	TCF FY20 MAY ME - IMPR # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier Che...	-372.71	-1,969.21
Deposit	06/15/2020	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier Che...	-1,284.30	-3,253.51
Deposit	06/22/2020	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier Che...	-603.53	-3,857.04
Total General / Admin				-3,857.04	-3,857.04
Lights					
Deposit	06/11/2020	TCF FY20 MAY ME - IMPR # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier Che...	-26.62	-26.62
Deposit	06/15/2020	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier Che...	-91.74	-118.36
Deposit	06/22/2020	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier Che...	-43.10	-161.46
Total Lights				-161.46	-161.46
Sanitary					
Deposit	06/01/2020	Sani Rec	1010 · Pacific Premier Che...	-584.20	-584.20
Deposit	06/01/2020	Rate Assistance	1010 · Pacific Premier Che...	49.40	-534.80
Deposit	06/01/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-534.80
Deposit	06/01/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-534.80
Deposit	06/02/2020	Sani Rec	1010 · Pacific Premier Che...	-1,439.35	-1,974.15
Deposit	06/02/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-1,974.15
Deposit	06/02/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-1,974.15
Deposit	06/02/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-1,974.15
Deposit	06/03/2020	Sani Rec	1010 · Pacific Premier Che...	-960.05	-2,934.20
Deposit	06/03/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-2,934.20
Deposit	06/03/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-2,934.20
Deposit	06/03/2020	1/2 Other 2	1010 · Pacific Premier Che...	-0.65	-2,934.85
Deposit	06/04/2020	Sani Rec	1010 · Pacific Premier Che...	-506.35	-3,441.20
Deposit	06/04/2020	Rate Assistance	1010 · Pacific Premier Che...	12.35	-3,428.85
Deposit	06/04/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-3,428.85
Deposit	06/04/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-3,428.85
Deposit	06/04/2020	Community Park Restrooms 4/29 - 5/27/20	1010 · Pacific Premier Che...	-782.08	-4,210.93
Deposit	06/05/2020	Sani Rec	1010 · Pacific Premier Che...	-469.30	-4,680.23
Deposit	06/05/2020	Rate Assistance	1010 · Pacific Premier Che...	12.35	-4,667.88
Deposit	06/05/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-4,667.88
Deposit	06/05/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-4,667.88
Deposit	06/07/2020	Sani Rec	1010 · Pacific Premier Che...	-123.50	-4,791.38
Deposit	06/07/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-4,791.38
Deposit	06/07/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-4,791.38
Deposit	06/07/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-4,791.38
Deposit	06/08/2020	Sani Rec	1010 · Pacific Premier Che...	-2,625.54	-7,416.92
Deposit	06/08/2020	Rate Assistance	1010 · Pacific Premier Che...	111.15	-7,305.77
Deposit	06/08/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-7,305.77
Deposit	06/08/2020	1/2 Other 2	1010 · Pacific Premier Che...	333.61	-6,972.16

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

June 2020

07/08/20

Type	Date	Memo	Split	Amount	Balance
Deposit	06/08/2020	ACH booked separately 6/4/20 Community Park Restrooms 4/29 - 5/27/20	1010 · Pacific Premier Che...	782.08	-6,190.08
Deposit	06/09/2020	Sani Rec	1010 · Pacific Premier Che...	-638.95	-6,829.03
Deposit	06/09/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-6,829.03
Deposit	06/09/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-6,829.03
Deposit	06/09/2020	1/2 Other 2	1010 · Pacific Premier Che...	53.11	-6,775.92
Deposit	06/10/2020	Sani Rec	1010 · Pacific Premier Che...	-3,808.97	-10,584.89
Deposit	06/10/2020	Rate Assistance	1010 · Pacific Premier Che...	98.80	-10,486.09
Deposit	06/10/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-10,486.09
Deposit	06/10/2020	1/2 Other 2	1010 · Pacific Premier Che...	-123.44	-10,609.53
Deposit	06/11/2020	TCF FY20 MAY ME - WASTE	1010 · Pacific Premier Che...	-531.33	-11,140.86
Deposit	06/12/2020	Sani Rec	1010 · Pacific Premier Che...	-429.00	-11,569.86
Deposit	06/12/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-11,569.86
Deposit	06/12/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-11,569.86
Deposit	06/12/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-11,569.86
Deposit	06/13/2020	Sani Rec	1010 · Pacific Premier Che...	-123.50	-11,693.36
Deposit	06/13/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-11,693.36
Deposit	06/13/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-11,693.36
Deposit	06/13/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-11,693.36
Deposit	06/15/2020	F:0895 A:0760 - CURR SECURED TAX	1010 · Pacific Premier Che...	-1,829.17	-13,522.53
Deposit	06/15/2020	Sani Rec	1010 · Pacific Premier Che...	-185.25	-13,707.78
Deposit	06/15/2020	Rate Assistance	1010 · Pacific Premier Che...	12.35	-13,695.43
Deposit	06/15/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-13,695.43
Deposit	06/15/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-13,695.43
Deposit	06/16/2020	Sani Rec	1010 · Pacific Premier Che...	-1,148.16	-14,843.59
Deposit	06/16/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-14,843.59
Deposit	06/16/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-14,843.59
Deposit	06/16/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-14,843.59
Deposit	06/16/2020	Sani Rec	1010 · Pacific Premier Che...	-8,072.44	-22,916.03
Deposit	06/16/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-22,916.03
Deposit	06/16/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-22,916.03
Deposit	06/16/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-22,916.03
Deposit	06/17/2020	Sani Rec	1010 · Pacific Premier Che...	-127.00	-23,043.03
Deposit	06/17/2020	Rate Assistance	1010 · Pacific Premier Che...	12.35	-23,030.68
Deposit	06/17/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-23,030.68
Deposit	06/17/2020	1/2 Other 2	1010 · Pacific Premier Che...	-12.35	-23,043.03
Deposit	06/18/2020	Sani Rec	1010 · Pacific Premier Che...	-5,371.83	-28,414.86
Deposit	06/18/2020	Rate Assistance	1010 · Pacific Premier Che...	12.35	-28,402.51
Deposit	06/18/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-28,402.51
Deposit	06/18/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-28,402.51
Deposit	06/19/2020	Sani Rec	1010 · Pacific Premier Che...	-489.15	-28,891.66
Deposit	06/19/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-28,891.66
Deposit	06/19/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-28,891.66
Deposit	06/19/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-28,891.66
Deposit	06/22/2020	F:0895 A:0760 - CURR SECURED TAX	1010 · Pacific Premier Che...	-859.57	-29,751.23
Deposit	06/22/2020	Sani Rec	1010 · Pacific Premier Che...	-2,420.99	-32,172.22
Deposit	06/22/2020	Rate Assistance	1010 · Pacific Premier Che...	37.05	-32,135.17

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Type	Date	Memo	Split	Amount	Balance
Deposit	06/22/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-32,135.17
Deposit	06/22/2020	1/2 Other 2	1010 · Pacific Premier Che...	-42.25	-32,177.42
Deposit	06/23/2020	Sani Rec	1010 · Pacific Premier Che...	-185.25	-32,362.67
Deposit	06/23/2020	Rate Assistance	1010 · Pacific Premier Che...	24.70	-32,337.97
Deposit	06/23/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-32,337.97
Deposit	06/23/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-32,337.97
Deposit	06/25/2020	Sani Rec	1010 · Pacific Premier Che...	-185.25	-32,523.22
Deposit	06/25/2020	Rate Assistance	1010 · Pacific Premier Che...	37.05	-32,486.17
Deposit	06/25/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-32,486.17
Deposit	06/25/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-32,486.17
Deposit	06/26/2020	Sani Rec	1010 · Pacific Premier Che...	-614.94	-33,101.11
Deposit	06/26/2020	Rate Assistance	1010 · Pacific Premier Che...	24.70	-33,076.41
Deposit	06/26/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-33,076.41
Deposit	06/26/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-33,076.41
Deposit	06/27/2020	Sani Rec	1010 · Pacific Premier Che...	-407.55	-33,483.96
Deposit	06/27/2020	Rate Assistance	1010 · Pacific Premier Che...	12.35	-33,471.61
Deposit	06/27/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-33,471.61
Deposit	06/27/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-33,471.61
Deposit	06/28/2020	Sani Rec	1010 · Pacific Premier Che...	-1,949.10	-35,420.71
Deposit	06/28/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-35,420.71
Deposit	06/28/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-35,420.71
Deposit	06/28/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-35,420.71
Deposit	06/29/2020	Sani Rec	1010 · Pacific Premier Che...	-206.70	-35,627.41
Deposit	06/29/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-35,627.41
Deposit	06/29/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-35,627.41
Deposit	06/29/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-35,627.41
Deposit	06/30/2020	Sani Rec	1010 · Pacific Premier Che...	-1,016.60	-36,644.01
Deposit	06/30/2020	Rate Assistance	1010 · Pacific Premier Che...	64.22	-36,579.79
Deposit	06/30/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-36,579.79
Deposit	06/30/2020	1/2 Other 2	1010 · Pacific Premier Che...	61.10	-36,518.69
Deposit	06/30/2020	\$ 147.25 BALANCE ADJ CCs	1010 · Pacific Premier Che...	-73.62	-36,592.31
Total Sanitary				-36,592.31	-36,592.31
Solid Waste					
Deposit	06/30/2020	Waste Connections Franchise Fee SW	1010 · Pacific Premier Che...	-1,596.68	-1,596.68
Total Solid Waste				-1,596.68	-1,596.68
Water					
Deposit	06/01/2020	Water Rec	1010 · Pacific Premier Che...	-513.00	-513.00
Deposit	06/01/2020	Rate Assistance	1010 · Pacific Premier Che...	45.60	-467.40
Deposit	06/01/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-467.40
Deposit	06/01/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-467.40
Deposit	06/02/2020	Water Rec	1010 · Pacific Premier Che...	-918.65	-1,386.05
Deposit	06/02/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-1,386.05

Avila Beach Community Services District

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Deposit	06/02/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-1,386.05
Deposit	06/02/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-1,386.05
Deposit	06/03/2020	Water Rec	1010 · Pacific Premier Che...	-1,022.65	-2,408.70
Deposit	06/03/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-2,408.70
Deposit	06/03/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-2,408.70
Deposit	06/03/2020	1/2 Other 2	1010 · Pacific Premier Che...	-0.60	-2,409.30
Deposit	06/04/2020	Water Rec	1010 · Pacific Premier Che...	-419.90	-2,829.20
Deposit	06/04/2020	Rate Assistance	1010 · Pacific Premier Che...	11.40	-2,817.80
Deposit	06/04/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-2,817.80
Deposit	06/04/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-2,817.80
Deposit	06/04/2020	San Juan Irrigation 4/29 - 5/27/20	1010 · Pacific Premier Che...	-1,812.60	-4,630.40
Deposit	06/04/2020	Community Park Restrooms 4/29 - 5/27/20	1010 · Pacific Premier Che...	-535.80	-5,166.20
Deposit	06/04/2020	Front St Irrigation 4/29 - 5/27/20	1010 · Pacific Premier Che...	-729.60	-5,895.80
Deposit	06/05/2020	Water Rec	1010 · Pacific Premier Che...	-433.20	-6,329.00
Deposit	06/05/2020	Rate Assistance	1010 · Pacific Premier Che...	11.40	-6,317.60
Deposit	06/05/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-6,317.60
Deposit	06/05/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-6,317.60
Deposit	06/07/2020	Water Rec	1010 · Pacific Premier Che...	-114.00	-6,431.60
Deposit	06/07/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-6,431.60
Deposit	06/07/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-6,431.60
Deposit	06/07/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-6,431.60
Deposit	06/08/2020	Water Rec	1010 · Pacific Premier Che...	-5,722.60	-12,154.20
Deposit	06/08/2020	Rate Assistance	1010 · Pacific Premier Che...	102.60	-12,051.60
Deposit	06/08/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-12,051.60
Deposit	06/08/2020	1/2 Other 2	1010 · Pacific Premier Che...	307.94	-11,743.66
Deposit	06/08/2020	ACH booked separately 6/4/20 San Juan Irrigation 4/29 - 5/27/20	1010 · Pacific Premier Che...	1,812.60	-9,931.06
Deposit	06/08/2020	ACH booked separately 6/4/20 Community Park Restrooms 4/29 - 5/27/20	1010 · Pacific Premier Che...	535.80	-9,395.26
Deposit	06/09/2020	Water Rec	1010 · Pacific Premier Che...	-570.00	-9,965.26
Deposit	06/09/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-9,965.26
Deposit	06/09/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-9,965.26
Deposit	06/09/2020	1/2 Other 2	1010 · Pacific Premier Che...	49.02	-9,916.24
Deposit	06/10/2020	Water Rec	1010 · Pacific Premier Che...	-4,436.30	-14,352.54
Deposit	06/10/2020	Rate Assistance	1010 · Pacific Premier Che...	91.20	-14,261.34
Deposit	06/10/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-14,261.34
Deposit	06/10/2020	1/2 Other 2	1010 · Pacific Premier Che...	-113.94	-14,375.28
Deposit	06/11/2020	TCF FY20 MAY ME - IMPR # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier Che...	-133.11	-14,508.39
Deposit	06/12/2020	Water Rec	1010 · Pacific Premier Che...	-433.20	-14,941.59
Deposit	06/12/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-14,941.59
Deposit	06/12/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-14,941.59
Deposit	06/12/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-14,941.59
Deposit	06/13/2020	Water Rec	1010 · Pacific Premier Che...	-114.00	-15,055.59
Deposit	06/13/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-15,055.59
Deposit	06/13/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-15,055.59
Deposit	06/13/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-15,055.59
Deposit	06/15/2020	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier Che...	-458.68	-15,514.27
Deposit	06/15/2020	Water Rec	1010 · Pacific Premier Che...	-171.00	-15,685.27

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Type	Date	Memo	Split	Amount	Balance
Deposit	06/15/2020	Rate Assistance	1010 · Pacific Premier Che...	11.40	-15,673.87
Deposit	06/15/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-15,673.87
Deposit	06/15/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-15,673.87
Deposit	06/16/2020	Water Rec	1010 · Pacific Premier Che...	-991.80	-16,665.67
Deposit	06/16/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-16,665.67
Deposit	06/16/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-16,665.67
Deposit	06/16/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-16,665.67
Deposit	06/16/2020	Water Rec	1010 · Pacific Premier Che...	-7,330.60	-23,996.27
Deposit	06/16/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-23,996.27
Deposit	06/16/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-23,996.27
Deposit	06/16/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-23,996.27
Deposit	06/17/2020	Water Rec	1010 · Pacific Premier Che...	-114.00	-24,110.27
Deposit	06/17/2020	Rate Assistance	1010 · Pacific Premier Che...	11.40	-24,098.87
Deposit	06/17/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-24,098.87
Deposit	06/17/2020	1/2 Other 2	1010 · Pacific Premier Che...	-11.40	-24,110.27
Deposit	06/18/2020	Water Rec	1010 · Pacific Premier Che...	-6,692.15	-30,802.42
Deposit	06/18/2020	Rate Assistance	1010 · Pacific Premier Che...	11.40	-30,791.02
Deposit	06/18/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-30,791.02
Deposit	06/18/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-30,791.02
Deposit	06/19/2020	Water Rec	1010 · Pacific Premier Che...	-399.00	-31,190.02
Deposit	06/19/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-31,190.02
Deposit	06/19/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-31,190.02
Deposit	06/19/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-31,190.02
Deposit	06/22/2020	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier Che...	-215.55	-31,405.57
Deposit	06/22/2020	Water Rec	1010 · Pacific Premier Che...	-2,866.59	-34,272.16
Deposit	06/22/2020	Rate Assistance	1010 · Pacific Premier Che...	34.20	-34,237.96
Deposit	06/22/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-34,237.96
Deposit	06/22/2020	1/2 Other 2	1010 · Pacific Premier Che...	-39.00	-34,276.96
Deposit	06/23/2020	Water Rec	1010 · Pacific Premier Che...	-228.00	-34,504.96
Deposit	06/23/2020	Rate Assistance	1010 · Pacific Premier Che...	22.80	-34,482.16
Deposit	06/23/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-34,482.16
Deposit	06/23/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-34,482.16
Deposit	06/25/2020	Water Rec	1010 · Pacific Premier Che...	-171.00	-34,653.16
Deposit	06/25/2020	Rate Assistance	1010 · Pacific Premier Che...	34.20	-34,618.96
Deposit	06/25/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-34,618.96
Deposit	06/25/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-34,618.96
Deposit	06/26/2020	Water Rec	1010 · Pacific Premier Che...	-619.60	-35,238.56
Deposit	06/26/2020	Rate Assistance	1010 · Pacific Premier Che...	22.80	-35,215.76
Deposit	06/26/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-35,215.76
Deposit	06/26/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-35,215.76
Deposit	06/27/2020	Water Rec	1010 · Pacific Premier Che...	-376.20	-35,591.96
Deposit	06/27/2020	Rate Assistance	1010 · Pacific Premier Che...	11.40	-35,580.56
Deposit	06/27/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-35,580.56
Deposit	06/27/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-35,580.56
Deposit	06/28/2020	Water Rec	1010 · Pacific Premier Che...	-1,732.80	-37,313.36
Deposit	06/28/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-37,313.36

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Deposits by Fund
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Type	Date	Memo	Split	Amount	Balance
Deposit	06/28/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-37,313.36
Deposit	06/28/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-37,313.36
Deposit	06/29/2020	Water Rec	1010 · Pacific Premier Che...	-171.00	-37,484.36
Deposit	06/29/2020	Rate Assistance	1010 · Pacific Premier Che...	0.00	-37,484.36
Deposit	06/29/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-37,484.36
Deposit	06/29/2020	1/2 Other 2	1010 · Pacific Premier Che...	0.00	-37,484.36
Deposit	06/30/2020	Water Rec	1010 · Pacific Premier Che...	-537.80	-38,022.16
Deposit	06/30/2020	Rate Assistance	1010 · Pacific Premier Che...	59.28	-37,962.88
Deposit	06/30/2020	1/2 Other 1	1010 · Pacific Premier Che...	0.00	-37,962.88
Deposit	06/30/2020	1/2 Other 2	1010 · Pacific Premier Che...	56.40	-37,906.48
Deposit	06/30/2020	\$ 147.25 BALANCE ADJ CCs	1010 · Pacific Premier Che...	-73.63	-37,980.11
Total Water				-37,980.11	-37,980.11
TOTAL				-80,187.60	-80,187.60

Avila Beach Community Services District
Checks by Fund w/Accounts

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Type	Date	Num	Name	Memo	Account	Amount	Balance
General / Admin							
Check	06/02/2020	2687	Michael W. Seitz, Attorney at Law	Prep Attendance Regular Meetings	6135 · Legal	512.00	512.00
Check	06/02/2020	2687	Michael W. Seitz, Attorney at Law	Law Library	6135 · Legal	80.00	592.00
Check	06/02/2020	2687	Michael W. Seitz, Attorney at Law	General Legal Counsel	6135 · Legal	630.00	1,222.00
Check	06/02/2020	2688	Office 1	Samsung Copier AR553352 Account # CBM014025	6143 · Supplies, Office	83.19	1,305.19
Check	06/02/2020		Paymenttech	merchant cc fees	5120 · Chase Paymentech	10.08	1,315.27
Check	06/03/2020		Paymenttech	merchant cc fees	5120 · Chase Paymentech	26.20	1,341.47
Check	06/03/2020		Zoom	1 yr membership	6120 · Dues & Subscriptions	98.16	1,439.63
Check	06/04/2020		U.S. Postal Service	board pkts	6120 · Postage & Shipping	16.80	1,456.43
Check	06/04/2020		U.S. Postal Service		6142 · Postage & Shipping	13.00	1,469.43
Check	06/05/2020	EFT	Adobe.com		6120 · Dues & Subscriptions	14.99	1,484.42
Check	06/05/2020		American Express Discount	Amex	5110 · Amex	13.50	1,497.92
Check	06/05/2020		InvoiceCloud		5140 · Invoice Cloud	326.93	1,824.85
Check	06/08/2020		Paymenttech	merchant cc fees	5120 · Chase Paymentech	12.05	1,836.90
Check	06/09/2020	2695	Hagemann & Associates	Inv. 1095 6/9/2020 May 24th - June 6th, 2020	6506 · Contract Labor GM	2,755.00	4,591.90
Check	06/10/2020	EFT	Cal Tec Computers	computer repairs	6524 · Equip. Rep. & Maint. A...	40.00	4,631.90
Check	06/10/2020	2701	USA Bluebook	Inv #251646 6/1/20 Customer # 916419 Safety G...	6570 · Safety Gear	120.44	4,752.34
Check	06/10/2020	2701	USA Bluebook	Inv. 252911 6/1/20 Safety Gear	6570 · Safety Gear	43.70	4,796.04
Check	06/11/2020	2702	Telegram Tribune	Budget Notice FY 2020-21	6145 · Public Notices	137.94	4,933.98
Check	06/11/2020	2703	Nikki Engle Bookkeeping	Inv. 2439 5/28/2020 Audit	6102 · Accounting	1,140.00	6,073.98
Check	06/11/2020		U.S. Postal Service	6m & legal counsel	6142 · Postage & Shipping	7.00	6,080.98
Check	06/12/2020		Paymenttech	merchant cc fees	5120 · Chase Paymentech	13.81	6,094.79
Check	06/15/2020	EFT	Spectrum	Acct #. 8245100980033571	6585 · Telephone / Internet	214.95	6,309.74
Check	06/17/2020		Paymenttech	merchant cc fees	5120 · Chase Paymentech	12.63	6,322.37
Check	06/19/2020		Safeguard	Checks	6140 · Office Supplies & Pos...	209.29	6,531.66
Check	06/20/2020	EFT	AmazonPrime	Amazon Prime membership	6120 · Dues & Subscriptions	13.93	6,545.59
Check	06/22/2020	2704	Hagemann & Associates	Inv. 1098 June 7th - 20th, 2020 Contract Labor GM	6506 · Contract Labor GM	1,305.00	7,850.59
Check	06/22/2020	EFT	PG&E	100 San Luis St.	6590 · Utilities	166.19	8,016.78
Check	06/23/2020		Paymenttech	merchant cc fees	5120 · Chase Paymentech	49.68	8,066.46
Check	06/24/2020		Staples	# 9818419634	6143 · Supplies, Office	79.74	8,146.20
Check	06/25/2020		Digital Deployment	monthly ABCSD Streamline	6170 · Website	200.00	8,346.20
Check	06/30/2020	EFT	Coastline Cleaning Co.	Office Maintenance Inv. 2125 for June 2020	6542 · Maintenance	165.00	8,511.20
Check	06/30/2020	2710	Coastline Cleaning Co.	Exterior Clean Up of Leaves, Sand and Debris	6542 · Maintenance	25.00	8,536.20
Check	06/30/2020	2711	Nikki Engle Bookkeeping	Inv. 2460 6/24/20	6102 · Accounting	570.00	9,106.20
Check	06/30/2020	2713	Digital Deployment	Inv. 105703 6/28/2020	6170 · Website	0.00	9,106.20
Check	06/30/2020	2716	Creative Technologies, Inc.	Customer Number 849 Run Date 6/1/2020 Inv. 5631	6142 · Postage & Shipping	151.68	9,257.88
Check	06/30/2020	2718	Nikki Engle Bookkeeping	Inv. 2453 6/1/20	6102 · Accounting	1,050.00	10,307.88
Check	06/30/2020	EFT	Public Employees Retirement System	Kristi 6/1 - 6/15/20	2250 · PERS Liability	217.20	10,525.08
Check	06/30/2020	EFT	Public Employees Retirement System	Kristi 6/1 - 6/15/20	5256 · PERS Co Pd Kristi	22.45	10,547.53
Check	06/30/2020	EFT	Public Employees Retirement System	Kristi 6/16 - 6/30/20	2250 · PERS Liability	228.24	10,775.77
Check	06/30/2020	EFT	Public Employees Retirement System	Kristi 6/16 - 6/30/20	5256 · PERS Co Pd Kristi	23.55	10,799.32
Check	06/30/2020	EFT	Digital Deployment	monthly ABCSD Streamline	6170 · Website	200.00	10,999.32
Total General / Admin						10,999.32	10,999.32
Lights							
Check	06/01/2020	EFT	PG&E	Colony Lights acct # 5992155362-0	6590 · Utilities	101.14	101.14
Check	06/01/2020	EFT	PG&E	Town Lights acct # 0690976984-3	6590 · Utilities	493.60	594.74
Check	06/22/2020	EFT	PG&E	Front St. Lights acct# 5796765606-7	6590 · Utilities	276.25	870.99
Total Lights						870.99	870.99

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Type	Date	Num	Name	Memo	Account	Amount	Balance	
Sanitary								
Check	06/02/2020	2689	Brenntag Pacific, Inc.	Inv. 3145247 5/8/2020	6503 · Chemicals	784.04	784.04	
Check	06/02/2020	2689	Brenntag Pacific, Inc.	Inv. 3145248 5/14/2020	6503 · Chemicals	627.23	1,411.27	
Check	06/02/2020	2690	Speed's, Inc.	Inv. #63134 5/19/2020 Solids Handling	6580 · Solids Handling	1,328.00	2,739.27	
Check	06/02/2020	2691	Miners Ace Hardware	Acct: 126380 5/31/2020	6550 · Operating Supplies	84.16	2,823.43	
Check	06/02/2020	2692	USA Bluebook	Inv #233989 5/12/2020 Customer # 916419	6570 · Safety Gear	71.69	2,895.12	
Check	06/02/2020	EFT	South County Sanitary Service	Acct. Number 4120-3104357 2 Yd Dumpster	6590 · Utilities	134.02	3,029.14	
Check	06/02/2020	2693	PG&E CFM/PPC Dept.	WWTP Phase 1 Design	8245b · WWTP Phase I Des...	5,852.10	8,881.24	
Check	06/02/2020	2694	Fluid Resource Management, Inc.	April 2020 Ops. Sanitary Inv. F19391	6505 · Contract Labor O & M	14,695.84	23,577.08	
Check	06/02/2020	2694	Fluid Resource Management, Inc.	Chemicals WWTP Inv. #A19443	6503 · Chemicals	117.03	23,694.11	
Check	06/02/2020	2694	Fluid Resource Management, Inc.	W19394 FFR Fan Replacement	6522 · Equip. Rep. & Maint-...	314.00	24,008.11	
Check	06/09/2020	2695	Hagemann & Associates	Civil Eng. Sanitary System	6507 · Contract Labor Civil E...	1,595.00	25,603.11	
Check	06/09/2020	2696	Garing, Taylor & Associates, Inc.	Inv. 16844 5/31/20 San Miguel Sewer Line Project	8246c · WW Swr Ln Rplmt S...	430.00	26,033.11	
Check	06/09/2020	2698	Brenntag Pacific, Inc.	Inv. 3145250 5/28/20	6503 · Chemicals	989.52	27,022.63	
Check	06/09/2020	2698	Brenntag Pacific, Inc.	Inv. 3145249 5/21/2020	6503 · Chemicals	766.02	27,788.65	
Check	06/09/2020	2699	Hollenbeck Consulting	2019-003 #003 Engineering Support Services ...	8245b · WWTP Phase I Des...	1,154.89	28,943.54	
Check	06/10/2020	2701	USA Bluebook	Inv. 253451 6/1/20 Composite Sampler WWTP	6522 · Equip. Rep. & Maint-...	1,923.14	30,866.68	
Check	06/14/2020	EFT	AT&T	acct # 287272916182 tablet 805 234-1720	6585 · Telephone / Internet	23.50	30,890.18	
Check	06/19/2020	EFT	AT&T	acct # x 0885 internet	6585 · Telephone / Internet	48.15	30,938.33	
Check	06/22/2020	2704	Hagemann & Associates	Contract Labor Civil Eng. Sani System	6507 · Contract Labor Civil E...	1,015.00	31,953.33	
Check	06/22/2020	2705	San Luis Powerhouse, Inc.	Inv. 43108 6/8/2020 WWTP Generator	6530 · Generator Maintenance	165.00	32,118.33	
Check	06/22/2020	2705	San Luis Powerhouse, Inc.	Inv. 43108 Lift Station Generator	6530 · Generator Maintenance	165.00	32,283.33	
Check	06/22/2020	EFT	PG&E	3rd & San Fran St. pump	6590 · Utilities	2,475.34	34,758.67	
Check	06/23/2020	EFT	PG&E	Lift Station acct# 6338432238-2	6590 · Utilities	90.75	34,849.42	
Check	06/23/2020	2707	Brenntag Pacific, Inc.	Inv. 3154741 6/4/20	6503 · Chemicals	1,049.40	35,898.82	
Check	06/23/2020	2707	Brenntag Pacific, Inc.	Inv. 3154742 6/11/20	6503 · Chemicals	1,105.62	37,004.44	
Check	06/29/2020	EFT	AT&T	acct # 805 595-9416 904 5	6585 · Telephone / Internet	239.27	37,243.71	
Check	06/30/2020	2708	Ferguson Enterprises	Angle Key # Inv. 855198 Customer # 830775	6510 · Critical Spare Parts	1,098.81	38,342.52	
Check	06/30/2020	2709	Brenntag Pacific, Inc.	Inv. 3154748 6/18/20	6503 · Chemicals	1,128.34	39,470.86	
Check	06/30/2020	2712	Wallace Group, Inc.	Fog Program Inv. #51190 6/28/20 FY 2019-20	6525 · Fat Oil & Grease (FOG)	83.00	39,553.86	
Total Sanitary							39,553.86	39,553.86
Water								
Check	06/02/2020	2694	Fluid Resource Management, Inc.	April 2020 Ops. Water Inv. F19391	6505 · Contract Labor O & M	4,896.04	4,896.04	
Check	06/02/2020	2694	Fluid Resource Management, Inc.	142 Front Street Water Leak Repair W19364	6520 · Equipment Repair & ...	203.18	5,099.22	
Check	06/02/2020	2694	Fluid Resource Management, Inc.	W19377 Water Main Shut Down for Repair	6520 · Equipment Repair & ...	256.43	5,355.65	
Check	06/09/2020	2695	Hagemann & Associates	Civil Eng. Water System	6507 · Contract Labor Civil E...	1,667.50	7,023.15	
Check	06/09/2020	2697	SLO Co Health	Inv. # 126378 6/1/2020	6555 · Permits & Fees	45.50	7,068.65	
Check	06/09/2020	2700	Abalone Coast Analytical, Inc.	Statement No. 4970 6/2/2020	6540 · Lab Tests	3,356.00	10,424.65	
Check	06/22/2020	2704	Hagemann & Associates	Contract Labor Civil Eng. Water System	6507 · Contract Labor Civil E...	2,030.00	12,454.65	
Check	06/22/2020	EFT	PG&E	1717 Cave Landing Rd.	6590 · Utilities	193.32	12,647.97	
Check	06/23/2020	2706	Burt Industrial Supply, Inc.	6/16/2020 Inv. 78162 Water Meters	6518 · Equipment Expense	249.86	12,897.83	
Check	06/30/2020	2715	Mr. Backflow	Backflow testing Inv. 62058 6/25/20	6565 · Regulatory Compliance	130.00	13,027.83	
Check	06/30/2020	2717	Burt Industrial Supply, Inc.	6/16/2020 Inv. 78162 Water Meters	6510 · Critical Spare Parts	249.86	13,277.69	
Check	06/30/2020	2714	Mr. Backflow	Backflow testing Inv. 62058 6/25/20	6565 · Regulatory Compliance	0.00	13,277.69	
Total Water							13,277.69	13,277.69
TOTAL						64,701.86	64,701.86	



FLUID RESOURCE MANAGEMENT

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

Statement

Date
7/1/20

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.
\$35,969.54	


Date	Transaction	Amount	Balance
06/30/20	348F11001 Monthly OPS/Maint- INV #F19575. Orig. Amount \$19,591.88.	19,591.88	19,591.88
05/31/20	348F11001 Monthly OPS/Maint:348FW11001 Water:348AW17001 Add Services water- INV #A19498. Orig. Amount \$159.59.	159.59	19,751.47
05/31/20	348F11001 Monthly OPS/Maint:348FWW11001 Wastewater:348AWW17002 Add Services Wastewater- INV #A19499. Orig. Amount \$191.12.	191.12	19,942.59
05/31/20	INV #A19530. Orig. Amount \$15.44.	15.44	19,958.03
06/19/20	CREDMEM #CR19548.	-6.50	19,951.53
06/19/20	W17577 SSMP Audit Review and Edits- INV #W17577. Orig. Amount \$1,362.50.	1,362.50	21,314.03
06/24/20	W19152 H2S Testing- INV #W19152. Orig. Amount \$4,836.23.	4,836.23	26,150.26
06/24/20	W19174 Recirculation Impeller Install- INV #W19174. Orig. Amount \$1,904.62.	1,904.62	28,054.88
06/19/20	W19226 Guide Rail Brackets Secondary Sed- INV #W19226. Orig. Amount \$989.02.	989.02	29,043.90
06/24/20	W19267 Recirc Pumps- INV #W19267. Orig. Amount \$1,555.18.	1,555.18	30,599.08

CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
34,941.21	1,028.33	0.00	0.00	0.00	\$35,969.54

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

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: July 14, 2020

SUBJECT: General Manager/District Engineer Report

Zone 3 Technical Advisory Committee and Advisory Committee

The Zone 3 Technical Advisory Committee (TAC) met on Wednesday June 10th via computer (“Gotomeeting”) and teleconference. The agenda packet for the meeting is attached to this staff report. As of this writing Lopez Lake is at an elevation of 488 feet, is at 49% of capacity and has approximately 24,300 acre feet of water in storage (700 AF less than a month ago). The key topic for the TAC is working through the proposed changes to the Zone 3 Water Contract that will provide for each contractor to store their surplus water in their own individual “buckets” rather than storing all surplus water in a common “bucket”. The contract review sub-committee met again on June 3rd to finalize their recommendations that will be presented to the full TAC on June 10th and ultimately to the Advisory Committee on July 16th.

Follow-up on Water Rights Permit 20708 (Application 28995) with the State Water Resources Control Board, Division of Water Rights.

At the March 2020 Board meeting staff advised the Board that in a February 26, 2020 letter, the Division of Water Rights cancelled (without prejudice of a future time extension request) the District’s petition for extension of time due to lack of due diligence in developing the water supply for beneficial use (Water Code Section 1396). The Permit was initially issued on February 22, 1994 and the time to complete construction work ended on December 31, 1996. Annual progress reports have been filed by the District but the District has not moved forward with implementing the project due to the cost of installing the wells and the required well-head treatment equipment and the transmission line to transport the water to the District’s distribution system. Staff contacted the Division of Water Rights via telephone and email to seek clarification on the District’s options to submit a new petition for extension in early June and received a response on June 16. District staff met with Water Board staff on June 25.

Water Board staff advised me that their action was based on the District’s lack of due diligence to implement the project and perfect the water right in accordance with the petition for an extension of time filed in May 2010. However, the Water Board staff indicated the District could file for a new time extension request if the District intended to implement the project. As staff has indicated in the past, the cost to install the wells, water treatment units and transmission lines will likely exceed \$1,000,000. Prior to proceeding with a new time extension request, I recommend the District retain some updated costs for installing the needed infrastructure and on-going Operations and Maintenance costs for the project to deliver the permitted 80 acre-feet per year of water.

WWTP Project Status Report

Staff is pleased to report that the Request for Proposals (RFP) for the WWTP MBR unit went out to potential vendors on June 18, 2020. The proposals are due back in mid-July for staff and engineering review. The anticipated Project schedule from the RFP is provided as an attachment to this staff report.

ZONE 3 TECHNICAL ADVISORY COMMITTEE

Wednesday June 10, 2020

9:00 - 12:00 am

Due to COVID19 Meeting Protocols
we will be teleconferencing via phone
or GoTo Meeting



Phone line: +1 (571) 317-3112

Access Code: 950-770-213

OR

Webinar: <https://global.gotomeeting.com/join/950770213>

Agenda

1. Announcements <ul style="list-style-type: none">AG Creek GSP Funding	All
2. General Operations and Water Report <ul style="list-style-type: none">Summary Notes - MayMonthly Operations Report – MayLopez Dam Storage Projections - May	J. Ogren
3. Contract Changes Update <ul style="list-style-type: none">Presentation on draft document (Document to be sent out separately)	D. Heimel
4. Future Agenda items? <ul style="list-style-type: none">Cloudseeding PresentationTerminal Dam De-commissioningContract ChangesAG Creek GSP Grant/Groundwater Modeling UpdatesStored State Water in Lopez - EvaporationLAFCO Boundary	All

Attachments:

- A. Summary Notes – May
- B. Lopez Monthly Operations Report – May
- C. Lopez Reservoir Storage Projection Chart – May
- D. CIP Update

Next Meeting Date: July 8, 2020



ZONE 3

TECHNICAL ADVISORY COMMITTEE

WEDNESDAY May 13, 2020 (9:00-11:00 AM)

Via Goto Meeting due to COVID-19 Protocol

SUMMARY NOTES - DRAFT

ARROYO GRANDE CITY HALL

Attendees: Shane Taylor (Arroyo Grande), Ben Fine (Pismo), Jim Garing, Will Clemens (OCSD), Brad Hagemann (ABCSD), Vard Ikeda, John Wallace, Dan Heimel (WSC Inc.), Jill Ogren (PW Dept), Jenny Williamson (LWTP).

Please Note: The audio recording of the meeting was nearly unusable, notes provided below are from handwritten notes.

1. Announcements –

- OCSD was approved for an IRWM grant application for storm drain infiltrators
- Jill Ogren provided a Cloudseeding update. Six storm events were seeded, one air-based and 5 land based. ~ cost is \$160,000. Anticipates a presentation by the consultant in June.
- Jill announced that the Declaration of Surplus Water will go to the Board on June 2nd. Request for Surplus Water will go out shortly thereafter.
- Jill discussed the Lopez plant shutdown/tule removal that will take place May 18-22nd.
- Jill provided an update on the AG Creek GSP funding that is going to the Advisory Committee on May 21st.

2. General Operations and Water Supply Report –

- Jenny Williamson reported the Lake Elev. = 490.84 ft, Storage = 25,455 AF @ 52% capacity. Downstream releases are at 2.5 MGD (instantaneous reading); WTP at 4.75 MGD; SWP at 0.75 MGD. Rainfall to date 17.43 inches.
- No comment on April Summary Notes.
- Reviewed the April Monthly Operations Report
- Reviewed the Storage Projections Chart.

3. Budget Status as of April 30, 2020 –

- The latest budget status report as of April 30th was presented and reviewed with the group.

4. Contract Changes Update –

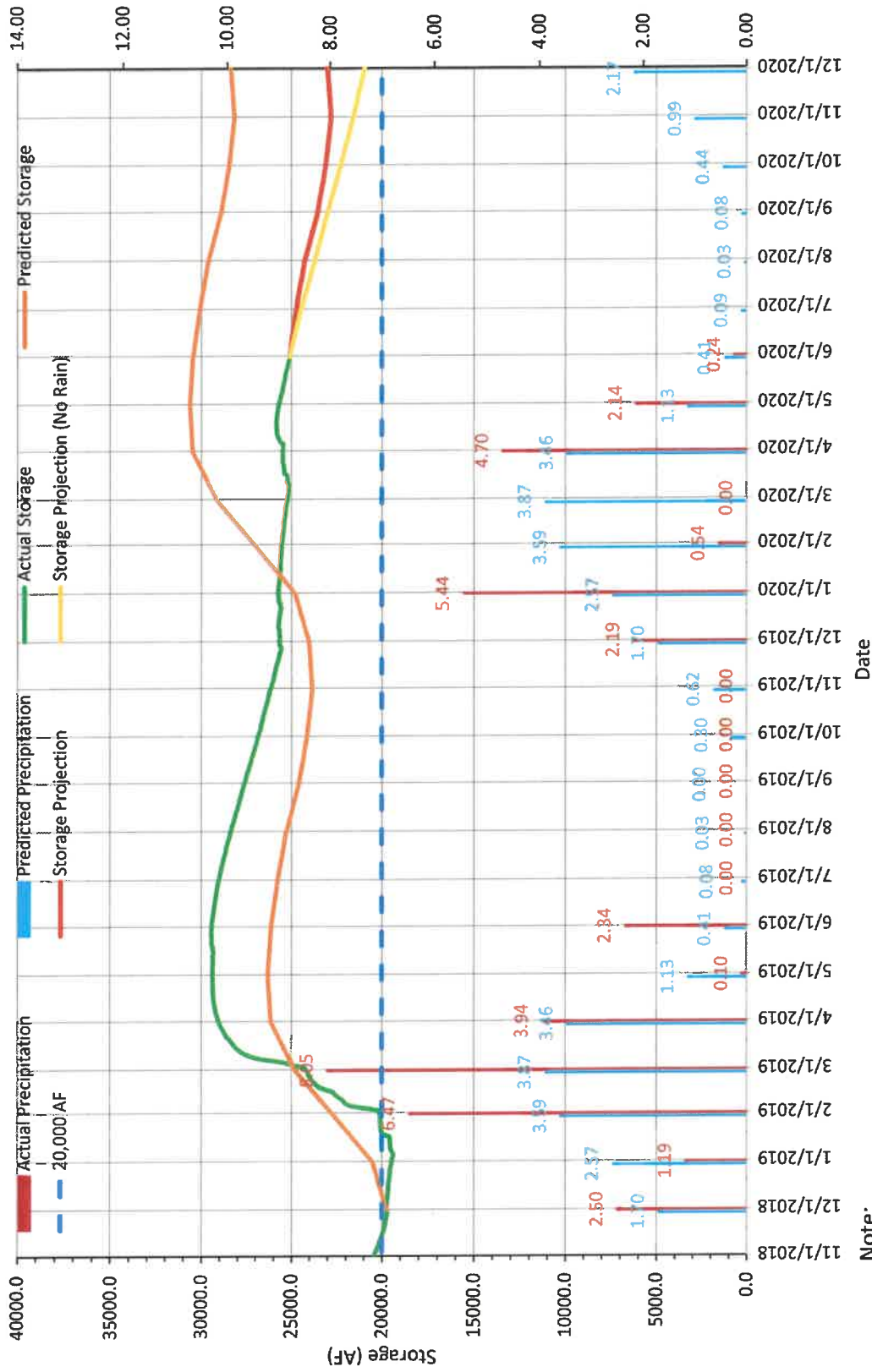
- Dan Heimel stated that the subcommittee is polishing edits to the draft contract change document to help the reader understand why the particular edits are proposed. Hoping to have the document ready for review by the TAC at the June meeting with the intent to have something for the Advisory Committee in July where the AC will be requested to support moving forward with CEQA review.

5. Agenda Items Next month –

- ❖ Cloudseeding presentation
- ❖ Contract change draft document

Next Meeting June 10, 2020

LOPEZ RESERVOIR STORAGE PROJECTION



Note:
 1. Storage projection is based on predicted rainfall from longrangeweather.com, historic inflow based on predicted rainfall, 18-19 downstream release requests, and municipal usage.



ZONE 3 Lopez Project

San Luis Obispo County Flood Control and Water Conservation District

TO: Zone 3 Advisory Committee

FROM: David Spiegel, PE

DATE: June 10, 2020

SUBJECT: Zone 3 Projects Update

Project Updates:

- Spillway Assessment (No Change)
 - DSOD is reviewing assessments on a priority basis and will update the District on their progress
 - Geotechnical and structural testing will be scheduled following DSOD approval of assessment and recommendations

- Structural Assessment of Terminal Reservoir Dam
 - The Department of Safety of Dams has given the District one year to determine the feasibility of remediating the dam or decommissioning the terminal reservoir
 - The District is currently preparing a report on the two alternatives and comparing cost benefit of each

- Fault Zone Risk Assessment for Dam Left Abutment (No Change)
 - Received one quote at \$39,000
 - Additional quotes needed

- Lopez WTP Safety Upgrades
 - Determining options for membrane building safety upgrades
 - Consultant has reviewed the facility and is working on a proposal

- Domestic and Fire Tank Repairs ~\$15,000
 - Safety items have been completed
 - Coating touch ups on the domestic tank to be completed before June 30th
 - Fire tank is being evaluated for replacement

- Cathodic Protection Survey
 - Develop scope/estimates/quotes for repairs

- Equipment Storage Building
 - Potential new site is being investigated, previous two sites had multiple challenges for construction



ZONE 3 Lopez Project

San Luis Obispo County Flood Control and Water Conservation District

Upcoming Projects:

- Improved Boat Access

Completed Projects

- Lopez Dam and Terminal Dam Hazard Classification
 - DSOD approved the inundation maps
 - Approved maps and Emergency Action Plans sent to CAL OES
 - Distributed to all required parties
- Replaced Leach Field System at WTP
- Replaced sludge bed #1 underdrain system
- Rebuild membrane feed pump
- Repairs to Terminal Dam Spillway
- Terminal Dam Monument Survey



AVILA BEACH COMMUNITY SERVICES DISTRICT MEMBRANE BIOREACTOR PACKAGE SYSTEM REQUEST FOR PROPOSALS

JUNE 18, 2020

PREPARED FOR:

**AVILA BEACH COMMUNITY SERVICES DISTRICT
100 SAN LUIS STREET
AVILA BEACH, CA 93424**

1.2 Anticipated Project Schedule

Following is the anticipated project schedule including Final Design, Bid Phase and Construction. *Please note that this represents the anticipated schedule and is subject to change.*

ITEM	Start Date	End Date
MBR Equipment Procurement	6/18/2020	9/8/2020
Advertise RFP for Packaged MBR System	6/18/2020	7/15/2020
Review Proposals for Packaged MBR System	7/16/2020	7/29/2020
Negotiate contract with top ranked proposer	7/30/2020	8/26/2020
Contract Review and Board Authorization	9/8/2020	9/8/2020
Final Design	9/8/2020	4/5/2021
Equipment Submittals	9/8/2020	11/30/2020
Draft Final Plans, Specifications, and Cost Opinion	12/1/2020	2/22/2021
District Review	2/23/2021	3/8/2021
Final Plans, Specifications, and Cost Opinion	3/9/2021	4/5/2021
Bid Phase (General Contractor)	4/6/2021	6/28/2021
Construction	6/29/2021	5/30/2022

1.3 Project Specifications

It is the responsibility of the MBR EQUIPMENT SUPPLIER to ensure they are in possession of complete and current sets of the Proposal Documents and to ensure they have acknowledged receipt of the RFP documents. For inquiries, See Section 1.4.

1.4 Inquiries

The ABCSD will receive inquiries from MBR EQUIPMENT SUPPLIERS by way of a formal process.

All inquiries about the Work or the Proposal Documents shall be directed, in writing by email, at least ten (10) business days before the Submission Deadline. Inquiries received after this date may not be answered. Written inquiries must be directed to:

The Project Engineer:

Eileen Shields, PE
MKN & Associates, Inc.
PO Box 1604
Arroyo Grande, CA 93421
Email: Eshields@mknassociates.us
Phone: (805) 904-6530 x 105



July 6, 2020

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

**SUBJECT: JUNE 2020 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.

First street lift station pumps tripped the high amperage alarm on SCADA; staff responded and pulled the pumps for inspection. Rags and solids were removed from the pumps. The junction box for the check valve vault sump pump was no longer supported and falling off the wall; a new box was installed and electrical connections were re-made.

The lift station pumps were found in need of repair due to impeller and volute wear; the District has ordered replacement parts.

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 coordinated with the onsite contractor and the District with the mainline shutdown for First Street to move a service connection and Staff collected post work sampling.

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 (2018-2020)
- ABCSD Monthly Total WWTP Effluent Flow (2018-2020)
- Port San Luis Monthly Total Flow (2018-2020)
- Monthly Average Influent BOD (2018-2020)
- Monthly Average Effluent BOD (2018-2020)
- Monthly Water Purchased from Lopez (2018-2020)
- ABCSD Monthly Water Sold (2018-2020)



Avila Beach CSD Wastewater Treatment Facility

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

Month: JUNE 2020

Date	Daily Flow (MGD)			Effluent Monitoring		
	Total	Max (gpm)	Avg (gpm)	Biweekly Total Coliform	Biweekly Fecal Coliform	Daily Chlorine Residual
1	0.043950	91	39			<0.02
2	0.040926	88	29	5	<2	<0.02
3	0.046166	98	32			<0.02
4	0.043802	96	31	<2	<2	<0.02
5	0.050794	96	35			<0.02
6	0.063290	102	44			<0.02
7	0.056863	102	40			<0.02
8	0.048569	95	34			<0.02
9	0.045901	108	32			<0.02
10	0.046345	99	34	<2	<2	<0.02
11	0.047718	97	33	2	<2	<0.02
12	0.050722	97	35			<0.02
13	0.062575	110	44			<0.02
14	0.064505	105	45			<0.02
15	0.053794	99	38			<0.02
16	0.050444	106	35	<2	<2	<0.02
17	0.051432	104	36			<0.02
18	0.054064	105	38	2	<2	<0.02
19	0.055471	112	39			<0.02
20	0.065903	110	46			<0.02
21	0.065859	120	46			<0.02
22	0.055482	103	39			<0.02
23	0.055610	107	39	<2	<2	<0.02
24	0.056006	99	39			<0.02
25	0.057973	104	40	<2	<2	<0.02
26	0.063604	108	38			<0.02
27	0.071417	118	50			<0.02
28	0.067914	110	47			<0.02
29	0.060034	121	42			<0.02
30	0.062548	113	44	<2	<2	<0.02
31						
Min	0.040926	88	29	<2	<2	<0.02
Mean	0.055323	104	39	<2	<2	<0.02
Max	0.071417	121	50	5	<2	<0.02
Total	1.659681	Effluent daily (dry weather) flow NTE 0.2 MGD (mean).				

Influent Brine Received

Date	Volume (Gallons)
	N/A

Sludge Removal

Date	Gallons
6/9/20	4,800
6/24/20	4,800

Effluent and Influent Monitoring

Date	Biweekly Effluent BOD (24 HC)	Biweekly Effluent TSS (24 HC)	Biweekly Influent BOD (24 HC)	Biweekly Influent TSS (24 HC)	Monthly Effluent Oil & Grease (Grab)
6/4/20	24	17	423	300	
6/7/20	27	32	312	285	
6/11/20	34	35	558	296	
6/14/20	39	37	408	302	
6/18/20	35	23	424	232	
6/21/20	39	29	571	282	
6/25/20	58	21	576	190	
6/28/20	30	23	380	308	
Min	24	17	312	190	
Mean	35.8	27.1	456.5	274.4	
Max	58	37	576	308	
BOD Removal: 92.2%			TSS Removal: 90.1%		

Effluent Monitoring

Date	Weekly Set. Solids (Grab)	Weekly Turbidity (Grab)	Weekly pH (Grab)	Weekly Temp °F (Grab)
6/4/20	<0.1	20.8	6.6	71
6/11/20	<0.1	42.6	6.7	74
6/18/20	<0.1	34.9	6.7	70
6/25/20	<0.1	22.5	6.7	72
Min	<0.1	20.8	6.6	70.0
Mean	<0.1	30.2	6.7	71.8
Max	<0.1	42.6	6.7	74.0

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.

SIGNATURE: _____

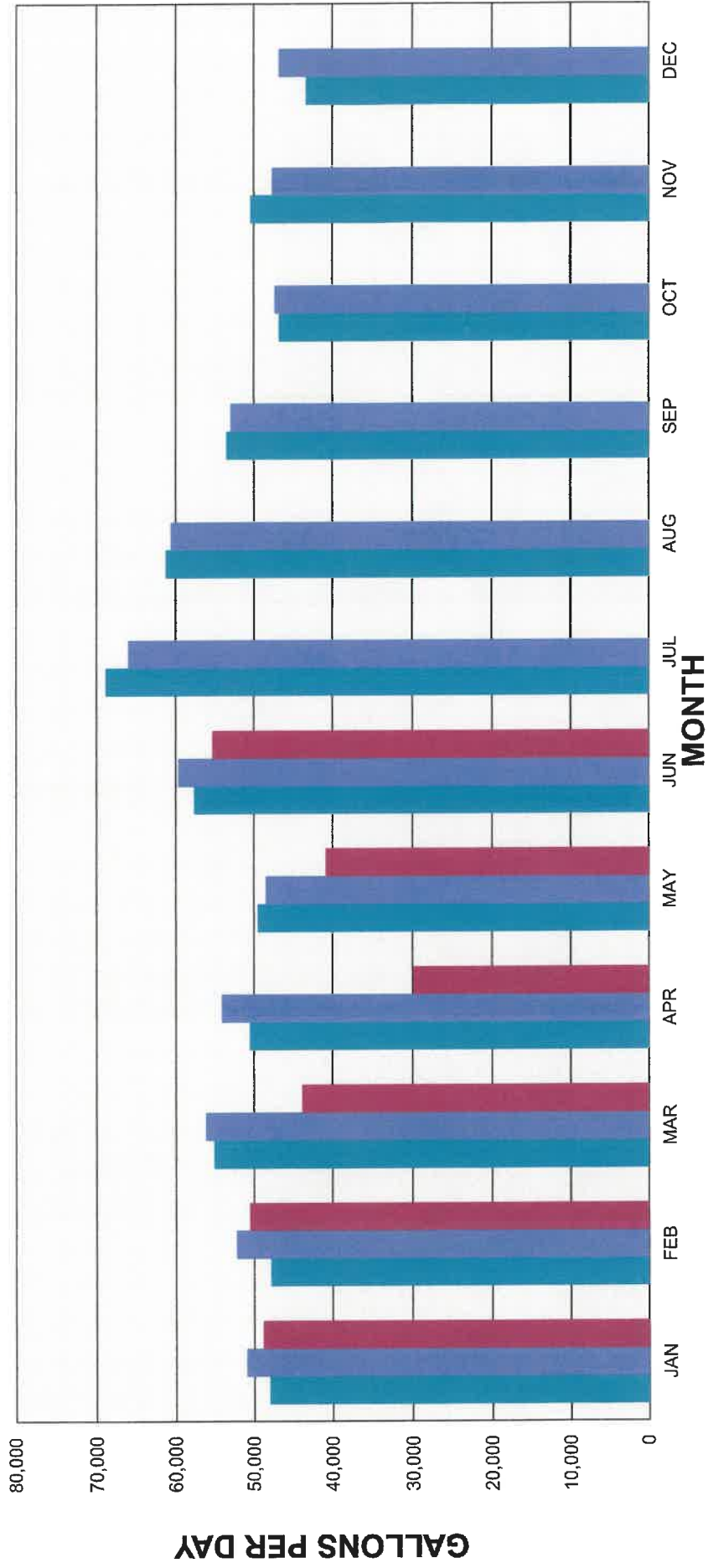
DATE: _____

PRINTED NAME: _____

TITLE: _____

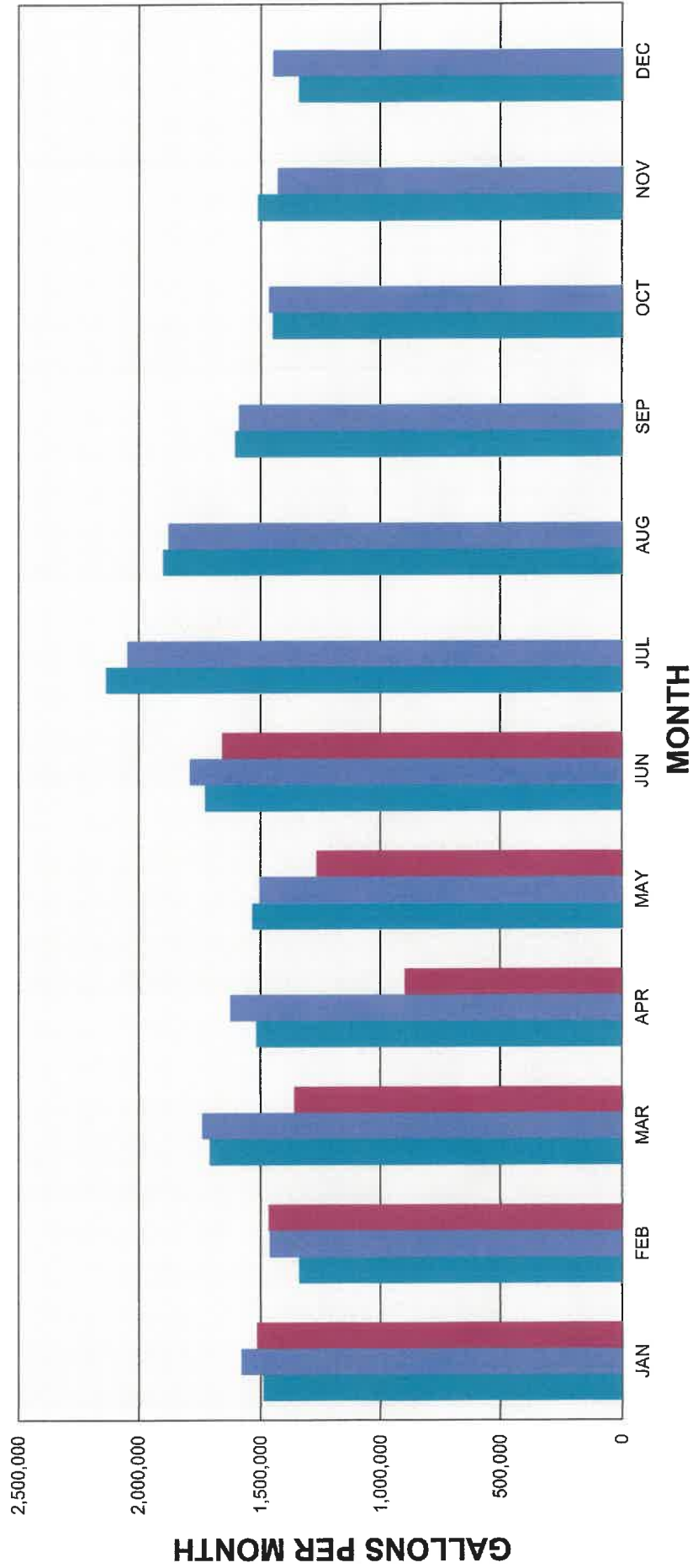
ABCSD AVERAGE DAILY WWTP EFFLUENT FLOW (2018 - 2020)

■ 2018 ■ 2019 ■ 2020



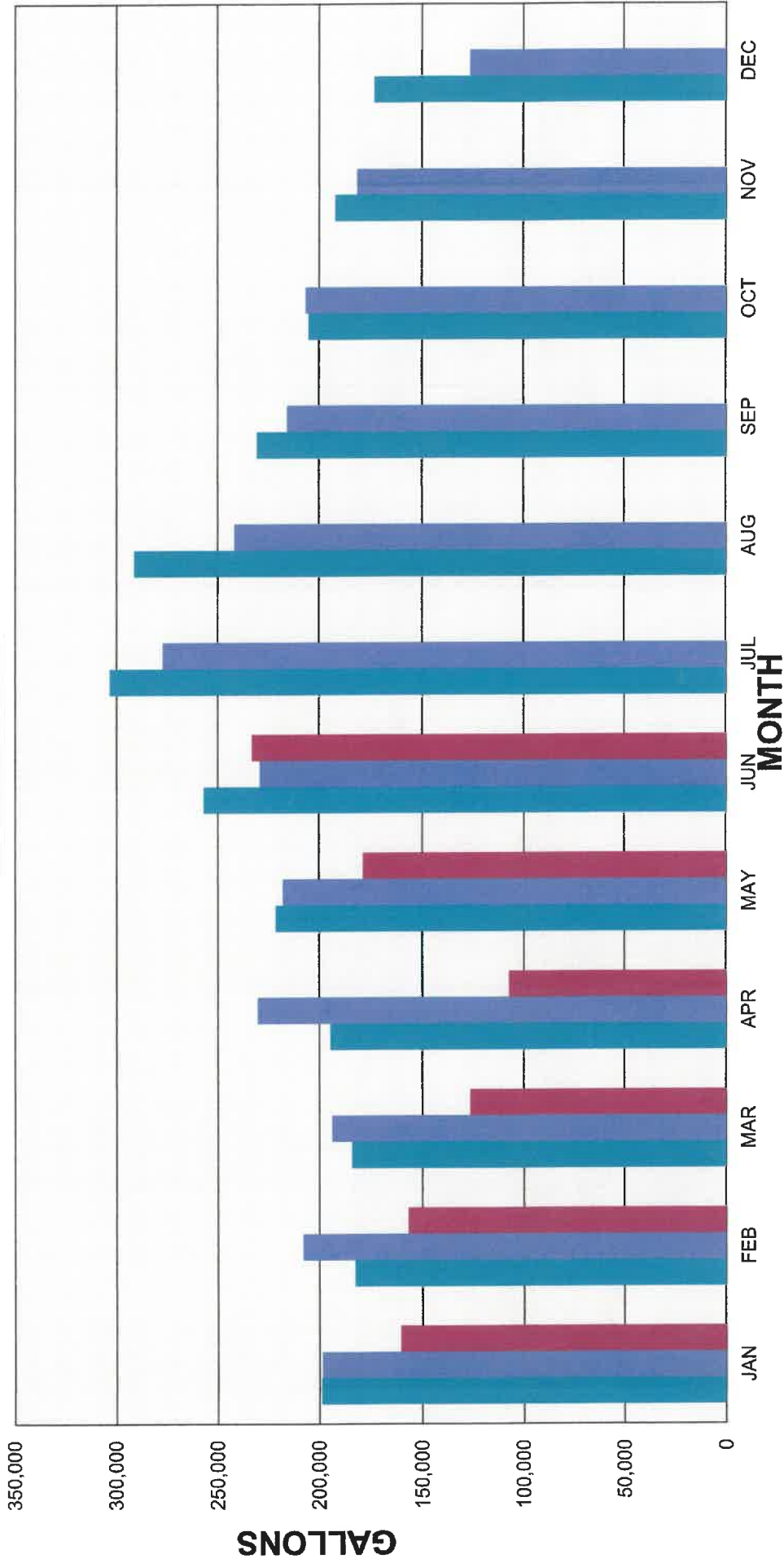
ABCSD MONTHLY TOTAL WWTP EFFLUENT FLOW (2018 - 2020)

■ 2018 ■ 2019 ■ 2020



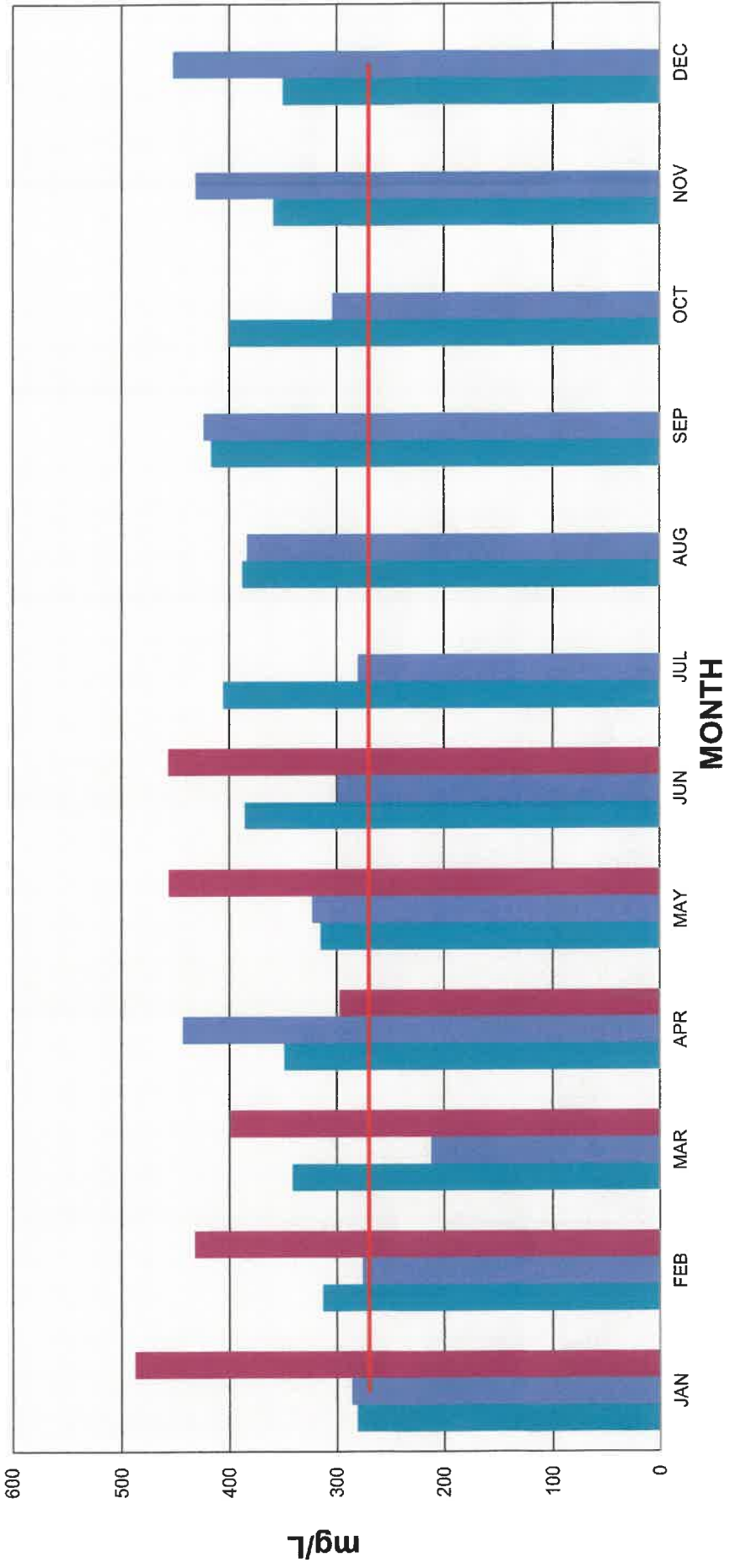
PORT SAN LUIS MONTHLY TOTAL FLOW (2018 - 2020)

■ 2018
 ■ 2019
 ■ 2020

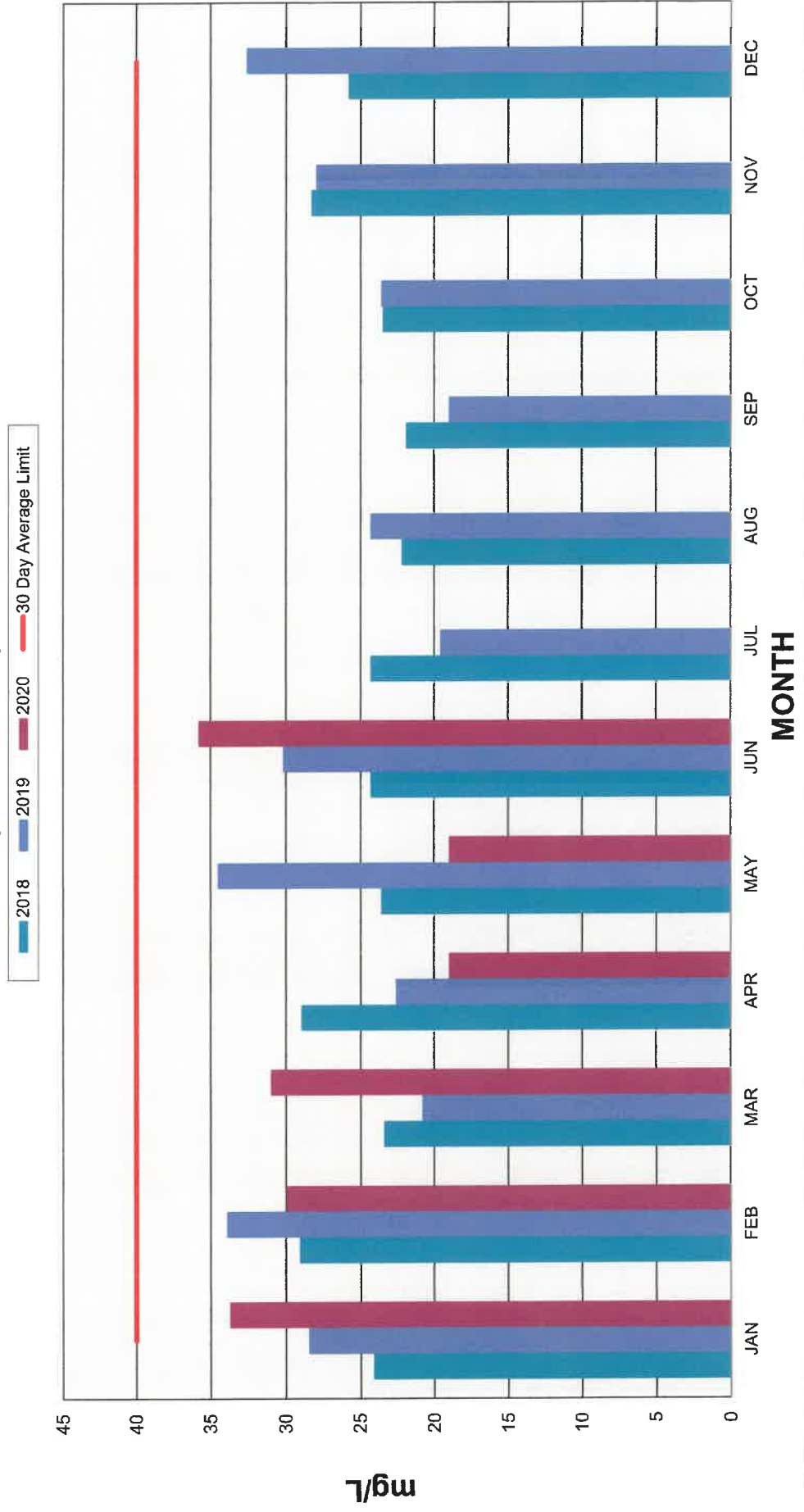


ABCSD MONTHLY AVERAGE INFLUENT BOD (2018 - 2020)

2018 2019 2020 WWTP Design

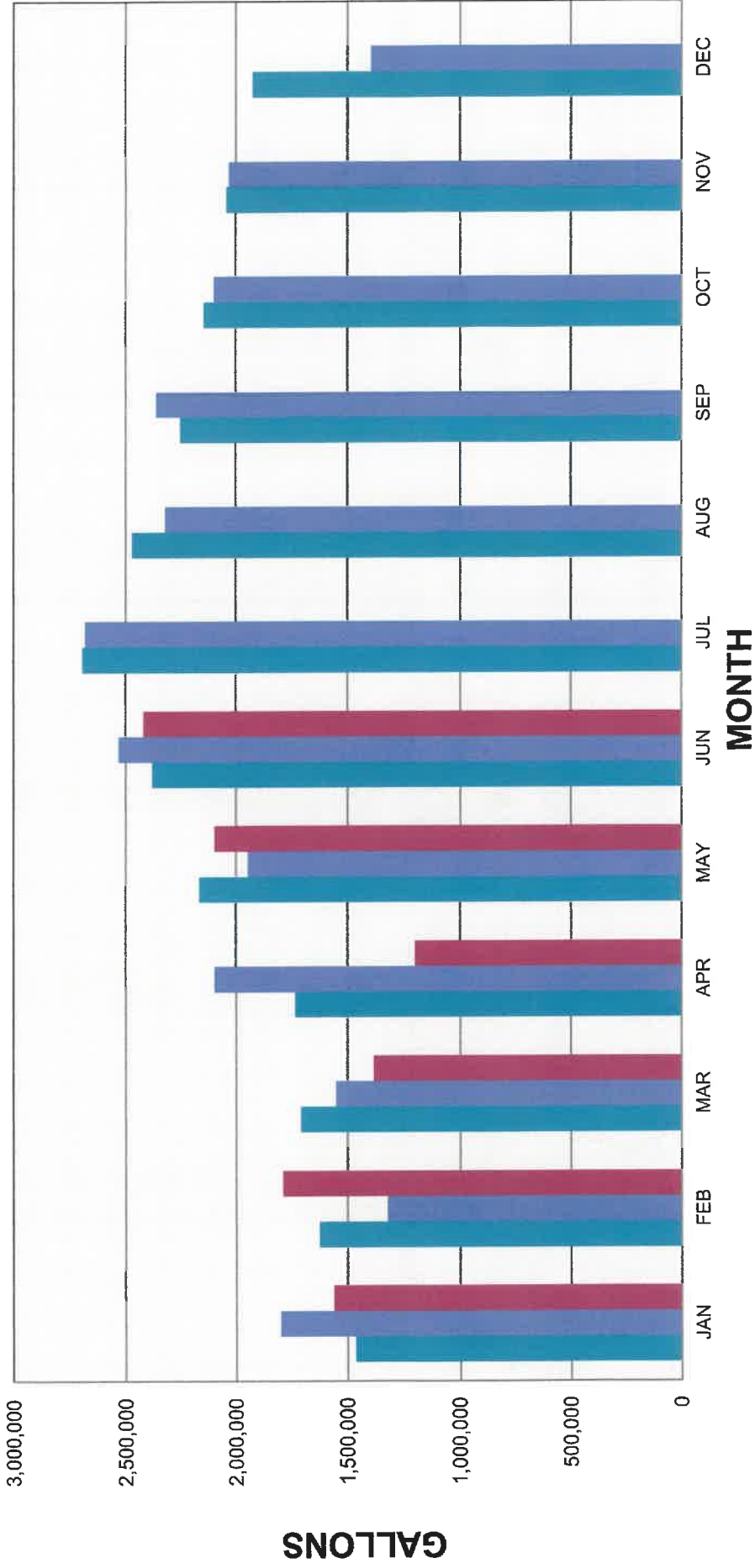


ABCSD MONTHLY AVERAGE EFFLUENT BOD (2018 - 2020)



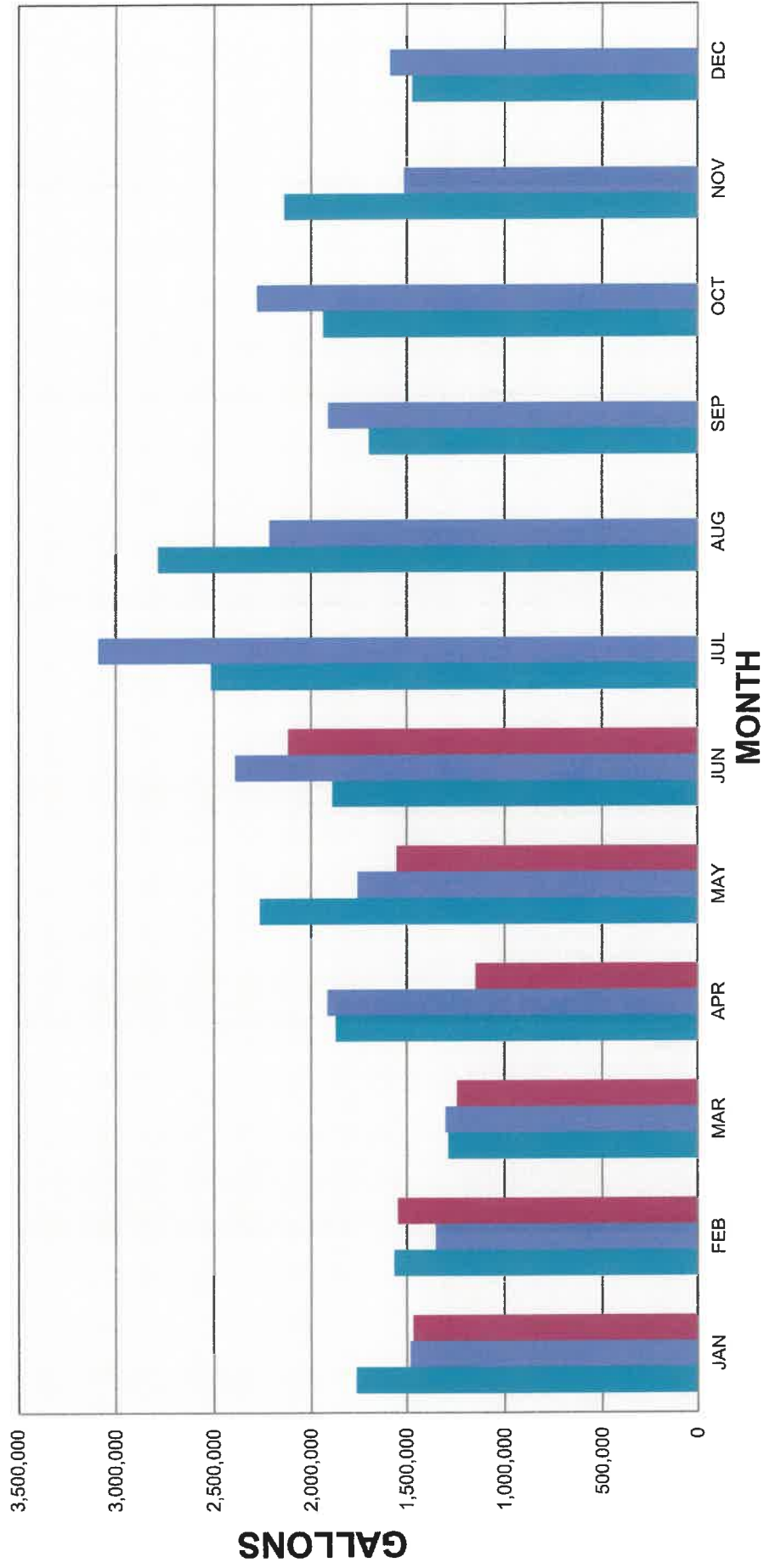
ABCSD MONTHLY WATER PURCHASED FROM LOPEZ (2018 - 2020)

■ 2018 ■ 2019 ■ 2020



ABCSD MONTHLY WATER SOLD (2018 - 2020)

■ 2018 ■ 2019 ■ 2020




**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: July 14, 2020

SUBJECT: Consolidation of District Election with the General Election; Resolution No. 2020-07

Recommendation:

Approve Resolution No. 2020-07

Funding:

Costs for District elections will be funded out of the Administration budget. The cost of an election will vary depending upon the number of candidates filing for election, but have ranged from a few hundred dollars to several thousand dollars. The FY 2020-21 Administrative Budget includes sufficient funds to cover the costs. Historically, the District has had minimal costs associated with elections.

Discussion:

Attached for Board review is Resolution No. 2020-07 requesting Consolidation of the District's General Election with the Statewide General Election to be held on November 3, 2020. As the Board will recall, by having the County coordinate and consolidate our election with other agencies, the overall cost is greatly reduced.

This year the District will have the election of 3 full term and one two year term members to the Board on the ballot. The terms of President Kelley, Vice President Helenius and Director Najarian are up for full term (four year) election. Director Berry's term is also up for election as a short term (two year) election. A "Declaration of Candidacy" must be filed between July 18, and August 10, 2018 for a candidate to be eligible for the November Ballot. The cost of including a "Statement of Qualifications" for the ballot information will be paid by the candidate.

The "Calendar of Events" as provided by the County Clerk's Office is attached for Board members information. The attached "Notice to County Elections Official" was filed with the Clerk's Office.

AVILA BEACH COMMUNITY SERVICES DISTRICT

Resolution No. 2020-07

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE AVILA BEACH COMMUNITY SERVICES DISTRICT REQUESTING CONSOLIDATION OF THEIR BIENNIAL ELECTION WITH THE NOVEMBER 3, 2020 CONSOLIDATED GENERAL ELECTION

WHEREAS, an election shall be conducted on November 3, 2020 for this District pursuant to the Uniform District Election Law commencing with Elections Code Section 10500; and

WHEREAS, pursuant to Elections Code Section 10555, said election may be consolidated with any other elections pursuant to Part 3,(commencing with Section 10400); and

WHEREAS, the Board of Directors requests the San Luis Obispo County Board of Supervisors consolidate this District's General District Election with any other election which may be held on the same day;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors, as follows: The Board of Supervisors of San Luis Obispo County is hereby requested to consolidate the General District Election of this District to be held on November 3, 2020, with all other elections held on the same date. This request is made pursuant to Section 10555 and 10400, et seq of the California Elections Code. The Board of Directors agrees to reimburse, upon presentation of a bill, the County of San Luis Obispo in full for the services performed relating to this election.

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

AYES:

NOES:

ABSENT:

The foregoing resolution is hereby adopted this 14th day of July, 2020.

Peter Kelley, President

Attest:


Brad Hagemann
SECRETARY TO BOARD

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: July 14, 2020

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

Recommendation:

Staff recommends the Board authorize staff to enter in to an agreement with Wallace Group to provide FOG Program Services for FY 2020-21.

Funding:

The FY 2020-21 approved Budget includes a \$5,000 line item to fund the District's on-going Fats, Oils and Grease Program Services.

Discussion:

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

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

Wallace Group has historically provided FOG program services for the District and they continue to provide FOG services to several local municipalities. Wallace Group has done a commendable job on the program to date and staff recommends retaining Wallace Group to provide FOG program services for FY 2020-21 in accordance with their attached proposal for an amount not to exceed \$5,000.

June 3, 2020

Brad Hagemann
Avila Beach Community Services District
PO Box 309
Avila Beach, California 93424

Subject: FOG Control Services

Dear Mr. Hagemann:

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

PROJECT UNDERSTANDING

The Avila Beach CSD (District) requires regulatory compliance services for administration and inspection for their existing FOG Program. The District's FOG Program consists of permitting, semi-annual inspections, and follow-up on non-compliance with approximately 13 food service establishments (FSEs). The District requested Wallace Group to prepare a proposal for the management of the FOG Control program for the 2020/2021 Fiscal year.

SCOPE OF SERVICES

FOG Program Management

Wallace Group will perform FOG permitting, inspections, and re-inspections for the District's FSEs for the 2020/2021 fiscal year upon notification from the District to start work and receipt of a signed notice-to-proceed.

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

1. Semi-annual inspection of approximately 13 FSEs.
2. Performance of re-inspections when needed to assist in FSE compliance.
3. Assistance with enforcements of significant violations.
4. Re-permitting of all FSEs enrolled in the FOG Program.
5. Permitting of new FSEs that opened for business in 2020/2021 fiscal year and removal from the FOG Program of those FSEs that have closed.
6. Issuance of monthly FOG program status reports.

Deliverables:

- Electronic copies of all inspection reports (PDF format)
- Electronic copies of FOG inspection procedure updates as applicable
- Electronic copies of all permit applications and permits issued (PDF format)
- Monthly reporting of FOG Inspection program status (PDF format)
- Electronic copies of updated outreach materials provided to FSEs as applicable (PDF format)
- Electronic copies of updated outreach materials for residential FOG education as applicable (Word format)
- Electronic copies of updated FOG Inspection Procedures (PDF format)

SCHEDULE

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



CIVIL AND
TRANSPORTATION
ENGINEERING

CONSTRUCTION
MANAGEMENT

LANDSCAPE
ARCHITECTURE

MECHANICAL
ENGINEERING

PLANNING

PUBLIC WORKS
ADMINISTRATION

SURVEYING /
GIS SOLUTIONS

WATER RESOURCES

WALLACE GROUP
A California Corporation

612 CLARION CT
SAN LUIS OBISPO
CALIFORNIA 93401

T 805 544-4011
F 805 544-4294

www.wallacegroup.us



TO BE PROVIDED BY THE CLIENT

- Verification of current list of FSE's.

PROJECT FEES

FOG Program Management

Due to the variability of FSEs, and re-inspections during the year, Wallace Group will perform the services denoted in the proposed Scope of Services on a time and materials basis. For budgeting purposes, our preliminary estimate is that our fees will not exceed \$5,000. These estimates reflect the cost for program administration and to have one (1) inspector perform each inspection and re-inspection. These services will be invoiced monthly on an accrued basis in accordance with the attached Schedule of Fees (Exhibit A). Reimbursables are included in the time and materials estimated fee amount stated above.

Cost Breakdown

Task	Estimated Cost
Project Management	\$340
Bi-Annual Inspections	\$2,250
Re-inspections	\$1,050
Permitting	\$760
End of Month Reports	\$450
Reimbursables	\$150
Total	\$5,000

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

TERMS AND CONDITIONS

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

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

Sincerely,
WALLACE GROUP, a California Corporation


Bill Callahan
Senior Environmental Compliance Specialist
612 Clarion Court
San Luis Obispo
California 93401
T 805 544-4011
F 805 544-4294
www.wallacegroup.us

TERMS AND CONDITIONS ACCEPTED:

Signature

Printed Name

Title

Date

Attachments
KC: PP20-6986, 2019, std
Exhibit A
Exhibit B

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

**Exhibit A
Standard Billing Rates**



Public Works Administration Services:

Project Analyst I - IV.....	\$110 - \$140
Senior Project Analyst I - III	\$145 - \$155
Senior Environmental Compliance Specialist I - III.....	\$160 - \$170

Support Services:

Office Assistant.....	\$ 85
Project Assistant I - III.....	\$ 90 - \$100

Additional Professional Services:

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

Direct Expenses:

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

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

Invoicing and Interest Charges:

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

Right to Revisions:

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