

AVILA BEACH COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA. 93424
Meeting Room and Office – 191 San Miguel Street, Avila Beach
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AGENDA REGULAR BOARD MEETING 7:00 pm Tuesday, January. 10th, 2017 BOARD MEETING LOCATION AVILA BEACH CIVIC ASSOCIATION 191 SAN MIGUEL STREET AVILA BEACH, CALIFORNIA

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

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

Pete Kelley, President
Lynn Helenius, Vice President
Ken San Filippo, Director
Eric DeWeese, Director
Ara Najarian, Director

Recognition and Reading of Resolution No. 2016-12 for Appreciation of former Director John Janowicz.

3. **PUBLIC COMMENT**

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

4. **INFORMATION AND DISCUSSION ITEMS**

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

A. County Reports

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

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

5. CONSENT ITEMS:

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

- A. Minutes of December 13th, 2016 Regular Meeting
- B. Monthly Financial Review, December
- C. Water and Wastewater Superintendent Report
- D. General Managers Report

6. DISCUSSION OF PULLED CONSENT ITEMS

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

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

- A. Ad Hoc Drought Committee to become permanent Committee for ABCSD.
(Action Required: Considering Making the Drought Committee a Standing Committee)
- B. Drainage and Parking Issues in Avila Beach Area
(Action Required: Receive Report and Provide Direction to Staff)
- C. Capital Improvement Program Status Report
(Action Required: Receive Report and Provide Direction to Staff)

8. COMMUNICATIONS/ CORESPONDENCE

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

9. Adjourn to next regularly scheduled meeting on February 14th, 2017

Any writing or document pertaining to an open session item on this agenda which is distributed to a majority of the Board after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the District Administration Office, 191 San Miguel Street, Avila Beach, CA during normal business hours. Consistent with the Americans with Disabilities Act and California Government Code Section 54954.2 requests for disability related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires the modification or accommodation in order to participate at the above referenced public meeting by contacting the District at 805-595-2664.

**AVILA BEACH COMMUNITY SERVICES DISTRICT
MINUTES OF REGULAR MEETING
December 13th, 2016**

1. CALL TO ORDER

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

2. ROLL CALL

Board Members Present:

Pete Kelley
Lynn Helenius
Eric DeWeese
Ken San Filippo

Staff Present:

Brad Hagemann, General Manager and District Engineer
Kristi Dibbern, Accounting Clerk
Mike Seitz, Legal Counsel

3. PUBLIC COMMENTS

Oath of Office for New Director Ara Najarian: New Director Najarian took the Oath of Office to serve on the Avila Beach Community Services District Board of Directors. Director Najarian joined the Directors at the head table for the remainder of the meeting.

4. INFORMATION AND DISCUSSION ITEMS

A. County Reports

1. SLO Sheriff:

The Sheriff Odom reported 71 calls for service 7 traffic stops and three 911 calls. He reported two house alarm calls and six disturbing the peace calls. On November 18th the Department responded to loitering and loud music at Lite House Suites after the concert. He also reported vandalism occurred to a Five Cities Security vehicle while the officer was on foot at Port San Luis and three locked cars were burglarized at Bob Jones trailhead.

2. CAL Fire Report:

Battalion Chief Paul Lee from CAL Fire could not attend the meeting, but he reported the following via email: CAL Fire has cut back to winter staffing; 41 calls for service were reported, 30 of those were related to the need for medical aid; the state is funding four additional engines, which will work on vegetation management throughout the County during the winter months; and the Davis Peak vegetation management project has been completed. Protection of the critical communication infrastructure has occurred and the access road is now a shaded fuel break. Chief Lee's email included reminders to restock emergency kits and replace smoke detector batteries. Also, be aware of electrical devises that have contact with water or moisture during the winter months.

5. CONSENT ITEMS

- A. Approval of the Minutes for the following meetings: December 13, 2016 Meeting
- B. General Manager/District Engineer Report
- C. Water & Wastewater Superintendent Report
- D. Capital Projects Status Report

6. DISCUSSION OF PULLED CONSENT ITEMS.

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

President Kelley commented on Fluid Resource Management (FRM's) Statement for November 2016. General Manager Brad Hagemann explained the FRM contract includes an annual increase in the monthly contract fee of 3% or the 12 month increase in the Consumer Price Index, whichever is greater. FRM neglected to include this increase in their billing for the last two years and upon realizing their mistake they invoiced back charges for the past two years. Staff negotiated a 50% write-off on the back-charges. Effective November 1, 2016, the monthly fee is \$17,757.

Hagemann reported that the local chapter of California Special District's Association requested ABCSD host the annual dinner meeting on January 27, 2017. Staff spends a minimum of 10-15 hours organizing logistics and day of set-up and take down. The Board had no objection to hosting the event.

TCSD (Templeton Community Service District) is sponsoring Ethics Training Thursday, January 19th, 2017. To date Director DeWeese has signed up for the training.

Director DeWeese made the motion to adopt the consent items. Director Helenius seconded the motion and it passed with a roll call vote 5-0.

AYES: Pete Kelley
 Eric DeWeese
 Lynn Helenius
 Ken San Filippo
 Ara Najarian

NOES: None

ABSENT: None

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

A. **Resolution of Appreciation for the former Board Member Mr. John Janowicz.**

(Action Required: Consider Adopting Resolution No. 2016-12)

Director Kelley made a motion and Director San Filippo seconded the motion, to Adopt Resolution No. 2016-12 recognizing John Janowicz for his service. It passed with a roll call vote 5-0. Mr. Janowicz was not able to attend the December meeting, but the Resolution will be presented to him at the first meeting he can attend in 2017.

AYES: Pete Kelley
 Eric DeWeese
 Lynn Helenius
 Ken San Filippo
 Ara Narajian

NOES: None

ABSENT: None

B. **Wastewater Treatment Plant Effluent Line Repair Project (Project WW-2)**

(Action Required: Consider awarding contract for repair of the WWTP effluent line.) Hagemann introduced the item and noted that the approved FY 2016/17 Capital Improvement Program budget includes \$40,000 for project WW-2 to repair the WWTP effluent line. Hagemann reported that staff retained surveying and engineering support to prepare a Design Memo that staff circulated to qualified contractors for quotes. Five of the seven firms declined to provide a quote stating that they were too busy to take on another project. Staff received quotes from FRM and Spiess Construction, with FRM being the apparent low quote. Hagemann noted that an additional \$15,000 would need to be added to the Project budget to cover anticipated project costs. Staff recommended transferring \$15,000 for Project WW-4 and reducing that project budget from \$75,000 to \$60,000. Staff recommended the Board to retain FRM to construct the project at a cost not to exceed \$52,682. Director Kelley made the motion to award the contract to FRM in the not to exceed amount of \$52,682. Director DeWeese seconded the motion and it passed with a roll call vote 5-0.

AYES: Pete Kelley
 Eric DeWeese
 Lynn Helenius
 Ken San Filippo
 Ara Najarian

NOES: None

ABSENT: None

C. Water Resources Analysis (Project W-3)

(Action Required: Consider Awarding a Contract to Water Systems Consulting Inc. (WSC) to prepare a Technical Memorandum on the District's Water Resources and Projected Build-Out Water Demand). GM Hagemann explained the District's Water Master Plan was last updated in 2010. The water supply and use assumptions should be updated to reflect current water use, and potential changes to the water supply assumptions. In addition to providing updated build-out potential water demand, this information will be critically important to evaluate and update the District's Water Shortage Response and Management Plan that was adopted in May 2016.

Director San Filippo stated he feels it is very important that the District's Water Master Plan has current buildout water demand projections for our community. Director Helenius stated that she is concerned that it is difficult to project build-out water demand because the housing density is difficult to project. Hagemann noted that the consultant will use the highest density allowed by San Luis County Planning Department in order to provide the highest potential water use.

Director San Filippo made a motion to retain WSC to perform the Water Resources Analysis for the District at a not to exceed amount of \$15,625. Director Kelley seconded the motion and it passed with a roll call vote 4-1.

AYES: Pete Kelley
Eric DeWeese
Ken San Filippo
Ara Najarian

NOES: Lynn Helenius

ABSENT: None

D. Election of Officers and Board Committee Appointments

Hagemann introduced the item by reminding the Board that the District By-laws, recommend that the Board elect a President and Vice President at the end each year. In addition, the Board typically appoints, by consensus, Directors to standing Committees for the following year. Director Kelley agreed to serve for another year as Board President. By acclamation, the Board elected Kelley as President for calendar year 2017. President Kelley nominated Director Helenius for Vice President. By acclamation, the Board elected Director Helenius as Vice President for calendar year 2017.

With the coordination and consent of the Board, President Kelley made the following Committee assignments:

- Finance:** Lynn Helenius and Ken San Filippo
- Facilities:** Ara Najarian & Eric DeWeese
- Personnel:** Lynn Helenius & Pete Kelley
- Ad Hoc Drought:** Ken San Filippo & Pete Kelley

Legal Counsel, Mike Seitz recommended that the Drought Committee become permanent Committee instead of an “Ad Hoc” Committee. The Board concurred and directed staff to bring the item back for formal action at the next meeting.

8. COMMUNICATIONS:


Hagemann advised the Board that the District received a notification from the County Public Works Department that the Lopez Project water system had chlorate levels above the notification levels. The County Public Works Department has reported this to the regulatory agencies. No further action is required at this time by the District. Staff will post the notification on the District website to maintain transparency.

ADJOURNMENT: The meeting was adjourned at 8:45p.m.

The next regular meeting of the Avila Beach Community Services District is scheduled for Tuesday, January 10th, 2016 at 7:00 pm.

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: January 10th, 2017

SUBJECT: Monthly Financial Review for December 2016

Recommendation:

Receive and file report.

Overall Monthly Summary

During December the District made deposits in the amount of \$292,494.25 and experienced \$ 47,654.78 in expenses (cash basis). The deposits by fund and checks by fund are provided as an attachment to this report. Income in December included \$224,662.33 in County tax income and \$62,153.82 in monthly water and sewer fees. Monthly operation and maintenance expenses are relatively low because we did not process the Fluid Resource Management Invoice for November until January 3. Expenses for the month also include approximately \$16,000 for capital projects.

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

Utility Service Billing

For the month of December the District billed approximately \$62,153.82 in water and sewer service charges. Customer Rate Assistance amounted in a reduction of billing charges to the District in the amount of \$496.50.

Operation and Maintenance

Staff is also including the Fluid Resource Management (FRM) Statement for December 2016. The Statement is relatively high because it includes expenses from the November Statement (which have been paid) and approximately \$15,400 in expenses for the effluent line repair capital improvement project. Staff is required to spend a significant amount of time reviewing and approving the monthly Statements and associated detailed invoices when the amount of "add-service" expenses increase. The Statement also includes the monthly contract Operations and Maintenance fee of \$17,756.82. Based on the tasks outlined the FRM Operations contract, staff has divided the fee to \$12,400.82 in the Sanitary Funding Class and \$5,356.00 in the Water Funding Class.

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

	<u>Dec 31, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash Summary	
1005 · Customer Cash	4,246.54
1008 · Petty Cash	155.71
1010 · Heritage Oaks General Checking	1,198,569.16
1020 · B of A - General Checking	320,791.96
1025 · Pooled Cash	2,671,663.57
1030 · B of A - Payroll	193,642.26
1040 · B of A - Water Deposits	-6,020.00
1050 · LAIF	2,626,029.99
1099 · Cash Balance	-4,041,880.04
Total 1000 · Cash Summary	<u>2,967,199.15</u>
Total Checking/Savings	2,967,199.15
Accounts Receivable	
1200 · *Accounts Receivable	168,782.91
Total Accounts Receivable	<u>168,782.91</u>
Other Current Assets	
1210 · Undeposited Funds	84,093.91
1250 · Receivables	
1255 · Interest Receivable	3,019.76
1270 · Taxes Receivable	8,787.45
1280 · Water & Sewer Billings	96,639.25
1250 · Receivables - Other	150.00
Total 1250 · Receivables	<u>108,596.46</u>
1400 · Prepaid Summary	
1410 · Prepaid Insurance	7,412.64
Total 1400 · Prepaid Summary	<u>7,412.64</u>
Total Other Current Assets	<u>200,103.01</u>
Total Current Assets	<u>3,336,085.07</u>
Fixed Assets	
1600 · Fixed Assets & Acc. Depr.	
1605 · Office Equipment	
1606 · Copier Samsung 2012	8,233.58
1609 · Office Equipment Accum Depr	-6,861.31
Total 1605 · Office Equipment	<u>1,372.27</u>
1610 · Fixed Asset -Office & Admin.	

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

	<u>Dec 31, 16</u>
1612 · Office Furniture cost	4,526.21
1614 · Office Furniture Accum Dep.	-4,526.21
Total 1610 · Fixed Asset -Office & Admin.	0.00
1620 · Fixed Assets - Sanitary	
1622 · Land	60,314.10
1626 · Collection Assets	
1627 · Collection Assets Cost	1,318,875.26
1628 · Collect Assets Accum Depr	-352,639.07
Total 1626 · Collection Assets	966,236.19
1630 · Disposal Equipment	
1631 · Disposal Equip Cost	523,122.64
1632 · Disposal Equip Accum Depr	-264,042.83
Total 1630 · Disposal Equipment	259,079.81
1635 · Treatment Plant	
1636 · Treatment Plant Original	105,000.00
1637 · Treatment Plant Addition	1,909,250.75
1638 · Treatment Plant Accum Dep	-886,106.88
Total 1635 · Treatment Plant	1,128,143.87
1642 · Treatment Equipment	
1643 · Treatment Equip Cost	1,000,455.00
1644 · Treatment Equip Accum Depr	-524,698.87
1642 · Treatment Equipment - Other	205,485.61
Total 1642 · Treatment Equipment	681,241.74
Total 1620 · Fixed Assets - Sanitary	3,095,015.71
1650 · Fixed Assets - Water	
1652 · Equipment	
1653 · Equipment Cost	21,136.28
1654 · Equipment Accum Depr	-21,136.28
Total 1652 · Equipment	0.00
1656 · Distribution Assets	
1657 · Distribution Assets Cost	1,109,466.00
1658 · Dist Assets Accum Depr	-562,263.35
Total 1656 · Distribution Assets	547,202.65
Total 1650 · Fixed Assets - Water	547,202.65
1680 · Structures - Fixed Asset	

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

	<u>Dec 31, 16</u>
1681 · Structures GFAAG - Sani & FA	29,810.00
1682 · Gen / Fire Accum Dep	-29,810.00
Total 1680 · Structures - Fixed Asset	0.00
1690 · Construction in Progress	17,812.74
Total 1600 · Fixed Assets & Acc. Depr.	3,661,403.37
Total Fixed Assets	3,661,403.37
Other Assets	
1800 · Deferred Outflows of Resources	15,700.00
Total Other Assets	15,700.00
TOTAL ASSETS	<u>7,013,188.44</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 · Accounts Payable	76,455.71
Total Accounts Payable	76,455.71
Other Current Liabilities	
2200 · Payroll Liabilities	
2260 · Vacation Payable	199.50
2262 · Sick Pay Accrued	4,388.50
2201 · Accrued Payroll	1,834.49
2240 · Health Insurance	
2241 · Employee	0.01
2240 · Health Insurance - Other	-0.01
Total 2240 · Health Insurance	0.00
2250 · PERS Liability	3,787.61
Total 2200 · Payroll Liabilities	10,210.10
2300 · Deposits Held	
2303 · Water Deposits Held	7,320.00
2304 · Fire Station Deposit	2,000.00
2305 · Capacity Fees Held	260,407.16
Total 2300 · Deposits Held	269,727.16
Total Other Current Liabilities	279,937.26
Total Current Liabilities	356,392.97

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

	<u>Dec 31, 16</u>
Long Term Liabilities	
2400 · Net Pension Liability	230,098.00
2500 · Deferred Inflows of Resources	30,230.00
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Total Long Term Liabilities	260,328.00
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Total Liabilities	616,720.97
	<hr/>
Equity	
3900 · Retained Earnings	6,046,712.50
Net Income	349,754.97
	<hr/>
Total Equity	6,396,467.47
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TOTAL LIABILITIES & EQUITY	7,013,188.44
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Avila Beach Community Services District
Checks by Fund w/Accounts

December 2016

Type	Date	Num	Name	Memo	Account	Amount	Balance
General / Admin							
Check	12/02/2016		Bankcard MTOT Disc		5100 · Merchant Credit Card Fe...	83.03	83.03
Check	12/06/2016	1035	Avila Beach Civic Association	Rent December 2016	6155 · Rent	820.66	903.69
Check	12/07/2016		U.S. Postal Service	Board Packets	6140 · Office Supplies & Postage	11.10	914.79
Check	12/07/2016		U.S. Postal Service		6140 · Office Supplies & Postage	3.49	918.28
Check	12/08/2016		U.S. Postal Service		6140 · Office Supplies & Postage	586.25	1,504.53
Check	12/09/2016		Staples		6140 · Office Supplies & Postage		1,504.53
Check	12/12/2016	1038	Shipsey & Seitz	Meeting Prep & Attendance	6135 · Legal	583.00	2,087.53
Check	12/12/2016	1038	Shipsey & Seitz	Audit Review	6135 · Legal	264.00	2,351.53
Check	12/12/2016	1038	Shipsey & Seitz	Law Library	6135 · Legal	80.00	2,431.53
Check	12/12/2016	1039	Cal Tec Computers	Inv. 6356	6524 · Equip. Rep. & Maint. Avila...	40.00	2,471.53
Check	12/12/2016	1041	Nikki Engle Bookkeeping & Teaching	Inv. 1447 12 /2/16	6102 · Accounting	275.00	2,746.53
Check	12/12/2016	1041	Nikki Engle Bookkeeping & Teaching	Inv. 1445 11/29/16	6102 · Accounting	247.50	2,994.03
Check	12/12/2016	1042	Chaparral Business Supplies	Inv. # 406679	6522 · Equip. Rep. & Maint-Avil...	62.42	3,056.45
Check	12/12/2016	1045	Maria Angeles Marquez	Office Cleaning 12/7/16	6505 · Contract Labor	40.00	3,096.45
Check	12/12/2016	1046	Fedak & Brown, LLP	November Services 2016	6102 · Accounting	1,744.00	4,840.45
Check	12/12/2016	1047	Public Employees Retirement System	Customer # 1674878206 Kristi Dibbern Nov Payr...	5256 · PERS Co Pd Kristi	347.14	5,187.59
Check	12/12/2016		U.S. Postal Service		6140 · Office Supplies & Postage	1.36	5,188.95
Check	12/12/2016		Charter	Acct #. 8245100980033571 11/1/16 Invoice	6585 · Telephone / Internet	189.95	5,378.90
Check	12/14/2016		U.S. Postal Service		6140 · Office Supplies & Postage	3.03	5,381.93
Check	12/14/2016		Borah's Awards	Inv # BA-14452 name plate	6140 · Office Supplies & Postage	43.45	5,425.38
Check	12/29/2016	1051	California Dept of Fish & Wildlife	CEQA Exemption Filing Fee	6555 · Permits & Fees	50.00	5,475.38
Check	12/29/2016	1052	Hagemann & Associates	Dec 11th - Dec 24th, 2016 Inv. 71	6505 · Contract Labor	5,500.00	10,975.38
Check	12/29/2016	1057	Nikki Engle Bookkeeping & Teaching	Inv. 1455 12/15/16	6102 · Accounting	192.50	11,167.88
Check	12/29/2016	1057	Nikki Engle Bookkeeping & Teaching	Inv. 1458 12/22/16	6102 · Accounting	220.00	11,387.88
Check	12/29/2016	1058	Streamline	Website Design Inv. 94442	6820 · Website	200.00	11,587.88
Check	12/29/2016	1060	Avila Beach Civic Association	Rent January 2017	6155 · Rent	820.66	12,408.54
Check	12/29/2016	1062	Staples	6011 1000 6113 765	6140 · Office Supplies & Postage	122.60	12,531.14
Total General / Admin						12,531.14	12,531.14
Lights							
Check	12/02/2016		PG&E	Colony Lights acct # 5992155362-0	6590 · Utilities	91.20	91.20
Check	12/02/2016		PG&E	Town Lights acct # 0690976984-3	6590 · Utilities	452.80	544.00
Check	12/05/2016		PG&E	Front St. Lights acct# 5796765606-7	6590 · Utilities	488.05	1,032.05
Total Lights						1,032.05	1,032.05
Sanitary							
Check	12/05/2016		PG&E	Lift Station acct# 6338432238-2	6590 · Utilities	52.56	52.56
Check	12/05/2016		PG&E	Waste Water Plant acct # 6380034236-0 3rd & ...	6590 · Utilities	1,479.50	1,532.06
Check	12/12/2016	1036	SWRCB	WD-0117933	6555 · Permits & Fees	2,791.00	4,323.06
Check	12/12/2016	1037	SWRCB	FY 7/1/16 -6/30/17 Sewer Collection System	6555 · Permits & Fees	2,088.00	6,411.06
Check	12/12/2016	1040	Wallace Group	Inv. 42769	6525 · Fat Oil & Grease (FOG)	803.25	7,214.31
Check	12/12/2016	1043	South County Sanitary Service	2 Yd Dumpster	6590 · Utilities	116.67	7,330.98
Check	12/12/2016	1044	Brenntag Pacific, Inc.	Inv. #BPI 679243,	6503 · Chemicals	1,025.77	8,356.75
Check	12/12/2016	1044	Brenntag Pacific, Inc.	Inv. #BPI 683402	6503 · Chemicals	1,095.78	9,452.53
Check	12/12/2016	1044	Brenntag Pacific, Inc.	Inv. #BPI 681938	6503 · Chemicals	1,065.49	10,518.02
Check	12/13/2016	1048	Speed's, Inc.	11-23-16 Solid Waste Handling Inv. 55457	6580 · Solids Handling	1,350.00	11,868.02
Check	12/16/2016	1049	Cully Construction	Decking Repair	8240 · WW-9 Labor Repair to D...	3,000.00	14,868.02
Check	12/16/2016	1050	Cully Construction	Decking Repair #2	8240 · WW-9 Labor Repair to D...	4,978.00	19,846.02
Check	12/16/2016		AT&T	acct # x 0885 Internet	6585 · Telephone / Internet	105.76	19,951.78
Check	12/29/2016	1054	Water Systems Consulting, Inc.	Recycled Water Facilities Planning Study Inv. 23...	8231 · WW-1 WWTP Upgrade	6,956.25	26,908.03
Check	12/29/2016	1056	San Luis Powerhouse, Inc.	Quarterly Service of Generator Inv. 37080	6530 · Generator Maintenance	165.00	27,073.03
Check	12/29/2016	1059	SLO CO Air Pollution Control District	Annual Permit WWTP Inv. 18072	6555 · Permits & Fees	1,494.00	28,567.03
Check	12/29/2016	1063	Brenntag Pacific, Inc.	Inv. #BPI 686778	6503 · Chemicals	980.51	29,547.54
Check	12/29/2016	1064	Speed's, Inc.	Inv 55571 12/21/16 Solid Waste Hauling	6580 · Solids Handling	1,291.50	30,839.04
Check	12/29/2016		AT&T	acct # 805 595-7619 618 0	6585 · Telephone / Internet	103.60	30,942.64
Check	12/29/2016		AT&T	acct # 805 595-9416 904 5	6585 · Telephone / Internet	150.33	31,092.97
Total Sanitary						31,092.97	31,092.97
Water							
Check	12/29/2016	1055	Electricraft	Inv. 14648	8271 · W-1 Water Tank Improv...	1,090.00	1,090.00
Check	12/29/2016	1061	SLO Co Dept Public Works	Inv. 2610 CCWA O & M Costs State Water	6805 · State Water	1,908.62	2,998.62
Total Water						2,998.62	2,998.62
TOTAL						47,654.78	47,654.78

Avila Beach Community Services District

Deposits by Fund

December 2016

01/03/17

Type	Date	Memo	Split	Amount	Balance
General / Admin					
Deposit	12/08/2016	TCF NOV 16 ME - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Ge...	-569.87	-569.87
Deposit	12/12/2016	Rental Income	1010 · Heritage Oaks Ge...	-3,104.00	-3,673.87
Deposit	12/12/2016	TCF DEC 16 SEC - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Ge...	-22,508.73	-26,182.60
Deposit	12/12/2016	from Cash acct	1010 · Heritage Oaks Ge...	-800.00	-26,982.60
Deposit	12/15/2016	F:0895 A:0760 - Curr Secured Tax - Gen .70, Water .25, Lig...	1010 · Heritage Oaks Ge...	-8,757.82	-35,740.42
Deposit	12/15/2016	F:0895 A:0760 - Curr Secured Tax - Gen .70, Water .25, Lig...	1010 · Heritage Oaks Ge...	-24,472.24	-60,212.66
Deposit	12/16/2016	S L Ambulance Contract Services	1010 · Heritage Oaks Ge...	-971.53	-61,184.19
Deposit	12/19/2016	F:0895 A:0760 - Curr Secured Tax - Gen .70, Water .25, Lig...	1010 · Heritage Oaks Ge...	-5,631.09	-66,815.28
Deposit	12/21/2016	F:0895 A:0760 Avila Beach Imp # 1 - Gen .70, Water .25, Li...	1010 · Heritage Oaks Ge...	-1,195.46	-68,010.74
Total General / Admin				-68,010.74	-68,010.74
Lights					
Deposit	12/08/2016	TCF NOV 16 ME - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Ge...	-40.70	-40.70
Deposit	12/12/2016	TCF DEC 16 SEC - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Ge...	-1,607.77	-1,648.47
Deposit	12/15/2016	F:0895 A:0760 - Curr Secured Tax - Gen .70, Water .25, Lig...	1010 · Heritage Oaks Ge...	-625.56	-2,274.03
Deposit	12/15/2016	F:0895 A:0760 - Curr Secured Tax - Gen .70, Water .25, Lig...	1010 · Heritage Oaks Ge...	-1,748.02	-4,022.05
Deposit	12/19/2016	F:0895 A:0760 - Curr Secured Tax - Gen .70, Water .25, Lig...	1010 · Heritage Oaks Ge...	-402.22	-4,424.27
Deposit	12/21/2016	F:0895 A:0760 Avila Beach Imp # 1 - Gen .70, Water .25, Li...	1010 · Heritage Oaks Ge...	-85.39	-4,509.66
Total Lights				-4,509.66	-4,509.66
Sanitary					
Deposit	12/06/2016	Sani Rec	1010 · Heritage Oaks Ge...	-4,014.23	-4,014.23
Deposit	12/06/2016	Rate Assistance	1010 · Heritage Oaks Ge...	56.27	-3,957.96
Deposit	12/06/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	-144.27	-4,102.23
Deposit	12/06/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	0.00	-4,102.23
Deposit	12/07/2016	Sani Rec	1010 · Heritage Oaks Ge...	-2,969.25	-7,071.48
Deposit	12/07/2016	Rate Assistance	1010 · Heritage Oaks Ge...	34.75	-7,036.73
Deposit	12/07/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	0.00	-7,036.73
Deposit	12/07/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	0.00	-7,036.73
Deposit	12/08/2016	Sani Rec	1010 · Heritage Oaks Ge...	-818.72	-7,855.45
Deposit	12/08/2016	Rate Assistance	1010 · Heritage Oaks Ge...	16.55	-7,838.90
Deposit	12/08/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	-0.10	-7,839.00
Deposit	12/08/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	0.00	-7,839.00
Deposit	12/08/2016	TCF NOV 16 ME - Waste	1010 · Heritage Oaks Ge...	-824.85	-8,663.85
Deposit	12/09/2016	Sani Rec	1010 · Heritage Oaks Ge...	-300.25	-8,964.10
Deposit	12/09/2016	Rate Assistance	1010 · Heritage Oaks Ge...	0.00	-8,964.10
Deposit	12/09/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	0.00	-8,964.10
Deposit	12/09/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	0.00	-8,964.10
Deposit	12/12/2016	TCF DEC 16 SEC - Waste	1010 · Heritage Oaks Ge...	-32,498.78	-41,462.88
Deposit	12/12/2016	Sani Rec	1010 · Heritage Oaks Ge...	-2,129.36	-43,592.24
Deposit	12/12/2016	Rate Assistance	1010 · Heritage Oaks Ge...	39.72	-43,552.52
Deposit	12/12/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	36.62	-43,515.90
Deposit	12/12/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	0.00	-43,515.90
Deposit	12/13/2016	Sani Rec	1010 · Heritage Oaks Ge...	-5,443.23	-48,959.13
Deposit	12/13/2016	Rate Assistance	1010 · Heritage Oaks Ge...	16.55	-48,942.58
Deposit	12/13/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	-184.51	-49,127.09
Deposit	12/13/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	0.00	-49,127.09
Deposit	12/14/2016	Sani Rec	1010 · Heritage Oaks Ge...	-14,897.56	-64,024.65
Deposit	12/14/2016	Rate Assistance	1010 · Heritage Oaks Ge...	8.27	-64,016.38
Deposit	12/14/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	22.03	-63,994.35
Deposit	12/14/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	-310.55	-64,304.90
Deposit	12/15/2016	Sani Rec	1010 · Heritage Oaks Ge...	-2,202.41	-66,507.31
Deposit	12/15/2016	Rate Assistance	1010 · Heritage Oaks Ge...	0.00	-66,507.31
Deposit	12/15/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	0.00	-66,507.31
Deposit	12/15/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	0.00	-66,507.31
Deposit	12/15/2016	F:0895 A:0760 - Avila Beach Imp # 1	1010 · Heritage Oaks Ge...	-12,378.99	-78,886.30
Deposit	12/15/2016	F:0895 A:0760 - Avila Beach Imp # 1	1010 · Heritage Oaks Ge...	-34,590.98	-113,477.28
Deposit	12/16/2016	Sani Rec	1010 · Heritage Oaks Ge...	-2,408.62	-115,885.90
Deposit	12/16/2016	Rate Assistance	1010 · Heritage Oaks Ge...	8.27	-115,877.63
Deposit	12/16/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	176.56	-115,701.07
Deposit	12/16/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	0.00	-115,701.07
Deposit	12/19/2016	000162 ABCSD Parks Restroom 11/26 - 11/28/16	1010 · Heritage Oaks Ge...	-3,782.50	-119,483.57
Deposit	12/19/2016	F:0895 A:0760 - Avila Beach Imp # 1	1010 · Heritage Oaks Ge...	-8,130.33	-127,613.90
Deposit	12/21/2016	F:0895 A:0760 - Curr Utility Tax	1010 · Heritage Oaks Ge...	-39,552.73	-167,166.63
Deposit	12/28/2016	Sani Rec	1010 · Heritage Oaks Ge...	-2,731.81	-169,898.44
Deposit	12/28/2016	Rate Assistance	1010 · Heritage Oaks Ge...	24.82	-169,873.62
Deposit	12/28/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	64.53	-169,809.09

Avila Beach Community Services District

Deposits by Fund

December 2016

01/03/17

Type	Date	Memo	Split	Amount	Balance
Deposit	12/28/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	0.00	-169,809.09
Deposit	12/30/2016	Sani Rec	1010 · Heritage Oaks Ge...	-105.53	-169,914.62
Total Sanitary				-169,914.62	-169,914.62
Solid Waste					
Deposit	12/13/2016	4th Qtr 11-16 Waste Connections, Inc. Franchise Fee SW	1010 · Heritage Oaks Ge...	-1,602.57	-1,602.57
Total Solid Waste				-1,602.57	-1,602.57
Water					
Deposit	12/06/2016	Water Rec	1010 · Heritage Oaks Ge...	-3,669.73	-3,669.73
Deposit	12/06/2016	Rate Assistance	1010 · Heritage Oaks Ge...	56.27	-3,613.46
Deposit	12/06/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	-144.27	-3,757.73
Deposit	12/06/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	0.00	-3,757.73
Deposit	12/07/2016	Water Rec	1010 · Heritage Oaks Ge...	-2,771.64	-6,529.37
Deposit	12/07/2016	Rate Assistance	1010 · Heritage Oaks Ge...	34.76	-6,494.61
Deposit	12/07/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	0.00	-6,494.61
Deposit	12/07/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	0.00	-6,494.61
Deposit	12/08/2016	Water Rec	1010 · Heritage Oaks Ge...	-663.41	-7,158.02
Deposit	12/08/2016	Rate Assistance	1010 · Heritage Oaks Ge...	16.55	-7,141.47
Deposit	12/08/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	-0.10	-7,141.57
Deposit	12/08/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	0.00	-7,141.57
Deposit	12/08/2016	TCF NOV 16 ME - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Ge...	-203.52	-7,345.09
Deposit	12/09/2016	Water Rec	1010 · Heritage Oaks Ge...	-271.00	-7,616.09
Deposit	12/09/2016	Rate Assistance	1010 · Heritage Oaks Ge...	0.00	-7,616.09
Deposit	12/09/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	0.00	-7,616.09
Deposit	12/09/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	0.00	-7,616.09
Deposit	12/12/2016	TCF DEC 16 SEC - Gen .70, Water .25, Lights .05	1010 · Heritage Oaks Ge...	-8,038.84	-15,654.93
Deposit	12/12/2016	Water Rec	1010 · Heritage Oaks Ge...	-1,840.90	-17,495.83
Deposit	12/12/2016	Rate Assistance	1010 · Heritage Oaks Ge...	39.72	-17,456.11
Deposit	12/12/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	36.63	-17,419.48
Deposit	12/12/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	0.00	-17,419.48
Deposit	12/13/2016	Water Rec	1010 · Heritage Oaks Ge...	-6,178.57	-23,598.05
Deposit	12/13/2016	Rate Assistance	1010 · Heritage Oaks Ge...	16.55	-23,581.50
Deposit	12/13/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	-184.52	-23,766.02
Deposit	12/13/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	0.00	-23,766.02
Deposit	12/14/2016	Water Rec	1010 · Heritage Oaks Ge...	-14,261.61	-38,027.63
Deposit	12/14/2016	Rate Assistance	1010 · Heritage Oaks Ge...	8.28	-38,019.35
Deposit	12/14/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	22.04	-37,997.31
Deposit	12/14/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	-310.56	-38,307.87
Deposit	12/15/2016	Water Rec	1010 · Heritage Oaks Ge...	-1,962.04	-40,269.91
Deposit	12/15/2016	Rate Assistance	1010 · Heritage Oaks Ge...	0.00	-40,269.91
Deposit	12/15/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	0.00	-40,269.91
Deposit	12/15/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	0.00	-40,269.91
Deposit	12/15/2016	F:0895 A:0760 - Curr Secured Tax - Gen .70, Water .25, Lig...	1010 · Heritage Oaks Ge...	-3,127.79	-43,397.70
Deposit	12/15/2016	F:0895 A:0760 - Curr Secured Tax - Gen .70, Water .25, Lig...	1010 · Heritage Oaks Ge...	-8,740.09	-52,137.79
Deposit	12/16/2016	Water Rec	1010 · Heritage Oaks Ge...	-2,471.52	-54,609.31
Deposit	12/16/2016	Rate Assistance	1010 · Heritage Oaks Ge...	8.28	-54,601.03
Deposit	12/16/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	176.56	-54,424.47
Deposit	12/16/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	0.00	-54,424.47
Deposit	12/19/2016	000162 ABCSD Parks Restroom 11/26 - 11/28/16	1010 · Heritage Oaks Ge...	-2,710.00	-57,134.47
Deposit	12/19/2016	F:0895 A:0760 - Curr Secured Tax - Gen .70, Water .25, Lig...	1010 · Heritage Oaks Ge...	-2,011.11	-59,145.58
Deposit	12/21/2016	F:0895 A:0760 Avila Beach Imp # 1 - Gen .70, Water .25, Li...	1010 · Heritage Oaks Ge...	-426.95	-59,572.53
Deposit	12/28/2016	Water Rec	1010 · Heritage Oaks Ge...	-3,902.34	-63,474.87
Deposit	12/28/2016	Rate Assistance	1010 · Heritage Oaks Ge...	24.83	-63,450.04
Deposit	12/28/2016	1/2 Other 1	1010 · Heritage Oaks Ge...	64.53	-63,385.51
Deposit	12/28/2016	1/2 Other 2	1010 · Heritage Oaks Ge...	0.00	-63,385.51
Deposit	12/30/2016	Water Rec	1010 · Heritage Oaks Ge...	-108.40	-63,493.91
Total Water				-63,493.91	-63,493.91
TOTAL				-307,531.50	-307,531.50

Avila Beach Community Services District
Profit & Loss
 December 2016

	Dec 16
Ordinary Income/Expense	
Income	
4000 · Income Summary	
4010 · Operating Revenue	62,153.82
4012 · Solid Waste Franchise Fee	1,602.57
4020 · Contract Services-Ambulance	971.53
4030 · County Taxes	224,662.33
4090 · Rental Income	3,104.00
	292,494.25
Total 4000 · Income Summary	292,494.25
Total Income	292,494.25
Gross Profit	292,494.25
Expense	
5100 · Merchant Credit Card Fees TIB	83.03
5200 · Payroll Expenses	
5210 · Gross Wages	
5211 · Regular Pay	1,611.68
5012 · Holiday Pay	0.00
5014 · Sick Pay	0.00
5016 · Vacation Pay	0.00
	1,611.68
Total 5210 · Gross Wages	1,611.68
5230 · Payroll Taxes	27.72
5240 · Health & Medical Exp.	
5242 · Health Insurance	300.00
	300.00
Total 5240 · Health & Medical Exp.	300.00
5250 · PERS Company Pd Expense	
5256 · PERS Co Pd Kristi	320.05
	320.05
Total 5250 · PERS Company Pd Expense	320.05
5280 · Payroll Administration & Misc.	50.16
	2,309.61
Total 5200 · Payroll Expenses	2,309.61
6000 · Administrative Overheads	
6102 · Accounting	2,679.00
6135 · Legal	927.00
6140 · Office Supplies & Postage	771.28
6150 · Rate Assistance	496.50
6155 · Rent	1,641.32
	6,515.10
Total 6000 · Administrative Overheads	6,515.10

Avila Beach Community Services District
Profit & Loss
 December 2016

	<u>Dec 16</u>
6500 · Operating Expenses	
6503 · Chemicals	4,167.55
6505 · Contract Labor	5,540.00
6520 · Equipment Repair & Maint.	
6522 · Equip. Rep. & Maint-Avila & HD	62.42
6524 · Equip. Rep. & Maint. Avila Only	40.00
Total 6520 · Equipment Repair & Maint.	<u>102.42</u>
6525 · Fat Oil & Grease (FOG)	803.25
6530 · Generator Maintenance	165.00
6535 · Insurance	1,235.46
6555 · Permits & Fees	6,423.00
6580 · Solids Handling	2,641.50
6585 · Telephone / Internet	549.64
6590 · Utilities	2,680.78
Total 6500 · Operating Expenses	<u>24,308.60</u>
6800 · Water	
6805 · State Water	1,908.62
Total 6800 · Water	<u>1,908.62</u>
6820 · Website	200.00
Total Expense	<u>35,324.96</u>
Net Ordinary Income	257,169.29
Other Income/Expense	
Other Expense	
8200 · Non-Operating Expenses	
8230 · Capital Purchases in Prog Sani	
8231 · WW-1 WWTP Upgrade	6,956.25
8239 · WW-9 Repair to Decking WWTP	
8240 · WW-9 Labor Repair to Decking WW	7,978.00
Total 8239 · WW-9 Repair to Decking WWTP	<u>7,978.00</u>
Total 8230 · Capital Purchases in Prog Sani	14,934.25
8270 · Capital Purchases in Prog Water	
8271 · W-1 Water Tank Improvements	1,090.00
Total 8270 · Capital Purchases in Prog Water	<u>1,090.00</u>
Total 8200 · Non-Operating Expenses	<u>16,024.25</u>
Total Other Expense	<u>16,024.25</u>

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01/03/17
Accrual Basis

Avila Beach Community Services District
Profit & Loss
December 2016

	Dec 16
Net Other Income	-16,024.25
Net Income	<u>241,145.04</u>



FLUID RESOURCE MANAGEMENT

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

Statement

Date
1/3/17

Phone # 805.597.7100 Fax # 805.597.7171

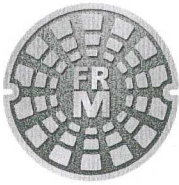
California Certified Small Business #1120142

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

Amount Due	Amount Enc.
\$88,983.70	

Date	Transaction	Amount	Balance
11/10/16	348A11002 Additional Service- INV #A15092. Orig. Amount \$207.42.	207.42	207.42
12/09/16	INV #A15172. Orig. Amount \$346.75.	346.75	554.17
10/01/16	348F11001 Monthly OPS/Maint- INV #F14991. Orig. Amount \$2,925.00.	2,925.00	3,479.17
10/01/16	INV #F14992. Orig. Amount \$3,012.72.	3,012.72	6,491.89
11/30/16	INV #F15167. Orig. Amount \$17,756.80.	17,756.80	24,248.69
12/31/16	INV #F15307. Orig. Amount \$17,756.80.	17,756.80	42,005.49
09/30/16	W14595 Chlorine Mixer Install- INV #W14595. Orig. Amount \$1,618.22.	1,618.22	43,623.71
09/30/16	W14604 Hydrant Leak Repair- INV #W14604. Orig. Amount \$4,590.41.	60.00	43,683.71
10/25/16	W14815 SCADA Computer Replacement- INV #W14815. Orig. Amount \$4,798.38.	4,798.38	48,482.09
11/10/16	W14942 AT&T Internet Change Over- INV #W14942. Orig. Amount \$117.50.	117.50	48,599.59
11/10/16	W14960 Fill Valve Alarm- INV #W14960. Orig. Amount \$317.18.	317.18	48,916.77
11/30/16	W14962 Anti-virus Update and Purchase- INV #W14962. Orig. Amount \$1,066.36.	1,066.36	49,983.13

CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
56,494.94	20,074.44	4,798.38	7,615.94	0.00	\$88,983.70



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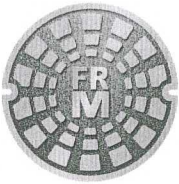
California Certified Small Business #1120142

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

Amount Due	Amount Enc.
\$88,983.70	

Date	Transaction	Amount	Balance
12/14/16	W15039 FFR/Recirc/Secondary Pit/ Pump Cle- INV #W15039. Orig. Amount \$2,813.10.	2,813.10	52,796.23
11/30/16	W15083 Burglar Alarm Call Out 11/03/16- INV #W15083. Orig. Amount \$329.18.	329.18	53,125.41
12/28/16	W15098 Secondary Sed Pump 1 Troubleshooti- INV #W15098. Orig. Amount \$7,342.42.	7,342.42	60,467.83
12/02/16	W15137 DaqConnect System Integration- INV #W15137. Orig. Amount \$280.00.	280.00	60,747.83
12/30/16	W15155 Power Outage- INV #W15155. Orig. Amount \$4,223.96.	4,223.96	64,971.79
12/20/16	W15190 Colony Drive Private Lateral Leak- INV #W15190. Orig. Amount \$1,503.10.	1,503.10	66,474.89
12/21/16	W15194 First Street Sump- INV #W15194. Orig. Amount \$1,146.94.	1,146.94	67,621.83
12/29/16	W15203 Effluent Line Investigation- INV #W15203. Orig. Amount \$1,767.10.	1,767.10	69,388.93
12/21/16	W15230 Lightng Breaker Tripped Call Out- INV #W15230. Orig. Amount \$318.10.	318.10	69,707.03
12/28/16	W15247 Primary Clarifier Electrical Repai- INV #W15247. Orig. Amount \$2,847.81.	2,847.81	72,554.84

CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
56,494.94	20,074.44	4,798.38	7,615.94	0.00	\$88,983.70



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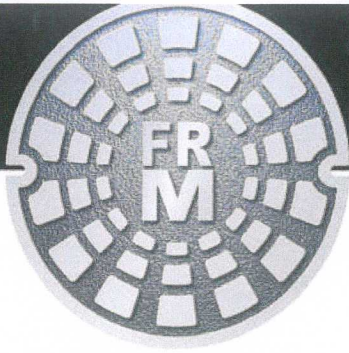
California Certified Small Business #1120142

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

Amount Due	Amount Enc.
\$88,983.70	

Date	Transaction	Amount	Balance
12/30/16	W15251 Tank Overflow - Low DC Voltage- INV #W15251. Orig. Amount \$549.78.	549.78	73,104.62
12/30/16	W15253 WW-2 Effluent Line Repair- INV #W15253-1. Orig. Amount \$15,339.80.	15,339.80	88,444.42
12/28/16	W15257 Auxiliary Power for Scada Board- INV #W15257. Orig. Amount \$539.28.	539.28	88,983.70

CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
56,494.94	20,074.44	4,798.38	7,615.94	0.00	\$88,983.70



January 4, 2017

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

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

WASTEWATER TREATMENT PLANT

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

Staff received a call out from ABCSD; a contractor located a sewer line believed to be district owned and broke the pipe while excavating. FRM Staff mobilized the vacuum truck and crew to access and repair the line while the leak is stopped. Staff arrived on-site and found the situation was different than anticipated. The clean out riser was damaged and the water in the excavation area was due to the tidal influenced groundwater. Staff pumped material out of the excavation area to allow the line to be repaired.

Staff replaced the sump pump in the First Street lift station check valve vault and repaired a damaged junction box.

Staff responded to a shorted-out breaker for outside lighting and inside bathroom due the stair crew shorting out a breaker. Staff traced out wiring and conduit to upstairs MCC panel, located breaker panel and found tripped breaker.

The contractor upgrading the deck found damaged conduits. FRM replaced the damaged electrical conduits that provide power to the clarifier drive and lighting circuit.

Staff responded to a power outage in ABCSD. During the installation of the temporary pump and associated piping power was restored to the lift station.

Staff installed a new cover over the supernate box in preparation for the Air Pollution Control District (APCD) inspection.

WATER SYSTEM

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

Staff responded to a call out in regards to water flowing down the street. Staff then received a call from Cal Fire stating that they had to shut a valve on the water storage tank due to the tank overflowing. Upon arrival Staff confirmed that the right valve was shut and found that the solar system that controls the tank fill valve was not working. The next day Staff

brought out a generator to charge the solar batteries. Staff also picked up and installed an extension cord to provide temporary power to the SCADA board at the tank site. Once permanent power was applied Staff tested all inputs and outputs and recalibrated analog devices.

COMPLIANCE RECORD AND PLANT PERFORMANCE

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

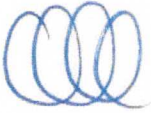
FRM Staff compiled the data to complete the monthly Self-Monitoring Report and monthly report in Central Integrated Water Quality Service (CIWQS). Once approved, the reports are uploaded into CIWQS and certified by ABCSD Staff.

FRM Staff also compiled the first Discharger Monitoring Report (DMR) that is submitted to the EPA via the CIWQS system. The first report was due in December 2016 for data from November 2016. Once approved, the report was certified by ABCSD Staff.

Staff attended the annual APCD inspection. This inspection entails the APCD going over any odor complaints received during the year (if any), the air scrubber and method for testing the air scrubber, as well as the wastewater treatment plant's generator and the hours logged.

Sincerely,

FLUID RESOURCE MANAGEMENT



Carinna Butler
Operations Manager

ATTACHMENTS

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

Avila Beach CSD Wastewater Treatment Facility

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

Month: **DECEMBER 2016**

	Daily Flow (MGD)			Effluent Monitoring		
	Total	Max (gpm)	Avg (gpm)	Total Coliform	Fecal Coliform	Daily Total Cl ₂ Residual
1	0.039380	105	28	<2	<2	<0.02
2	0.043690	91	30			<0.02
3	0.052157	107	36			<0.02
4	0.052343	97	36			<0.02
5	0.039293	68	28			<0.02
6	0.035850	76	25	<2	<2	<0.02
7	0.034580	82	24			<0.02
8	0.052110	103	36	<2	<2	<0.02
9	0.059754	113	45			<0.02
10	0.051556	90	36			<0.02
11	0.052398	96	36			<0.02
12	0.039521	98	28			<0.02
13	0.037659	98	28	<2	<2	<0.02
14	0.036905	81	26			<0.02
15	0.062571	142	44	<2	<2	<0.02
16	0.081256	117	57			<0.02
17	0.064526	104	45			<0.02
18	0.061204	119	43			<0.02
19	0.050266	99	35			<0.02
20	0.048888	80	34	2	<2	<0.02
21	0.049240	115	34			<0.02
22	0.049797	103	35	<2	<2	<0.02
23	0.059249	100	41			<0.02
24	0.058154	98	40			<0.02
25	0.047156	70	33			<0.02
26	0.060470	100	42			<0.02
27	0.060114	112	42	<2	<2	<0.02
28	0.058935	91	41			<0.02
29	0.066424	117	47			
30	0.062188	121	43			<0.02
31	0.065619	113	46			<0.02
Min	0.034580	68	24	<2	<2	<0.02
Mean	0.052686	100	37	<2	<2	<0.02
Max	0.081256	142	57	2	<2	<0.02
Total	1.633254					

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

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

SIGNATURE: _____

PRINTED NAME: _____

Effluent and Influent Monitoring

Date	Weekly Effluent BOD 24 hr comp	Weekly Effluent TSS 24 hr comp	Bi-Monthly Influent BOD 24 hr comp	Bi-Monthly Influent TSS 24 hr comp	Monthly Effluent Oil & Grease Grab
12/1/16	23	12	259	128	
12/4/16	29	26	365	276	
12/8/16	25	19	275	140	2.3 DNQ
12/11/16	21	21	262	140	
12/15/16	19	9	305	128	
12/18/16	23	23	220	56	
12/22/16	27	19	276	130	
12/25/16	27	18	254	120	
12/29/16					
Min	19	9	220	56	2.3 DNQ
Mean	24	18	277	140	2.3 DNQ
Max	29	26	365	276	2.3 DNQ
BOD Removal: 91.2%			TSS Removal: 86.9%		

Date	Effluent Set. Solids Grab	Effluent Turbidity Grab	Effluent pH Grab	Effluent Temp. (°F) Grab
12/1/16	<0.1	26.0	6.5	64
12/8/16	<0.1	28.5	6.4	63
12/15/16	<0.1	20.8	6.6	67
12/22/16	<0.1	35.3	6.6	63
12/29/16				
Min	<0.1	20.8	6.4	63
Mean	<0.1	27.7	6.5	64
Max	<0.1	35.3	6.6	67

Effluent Limits

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

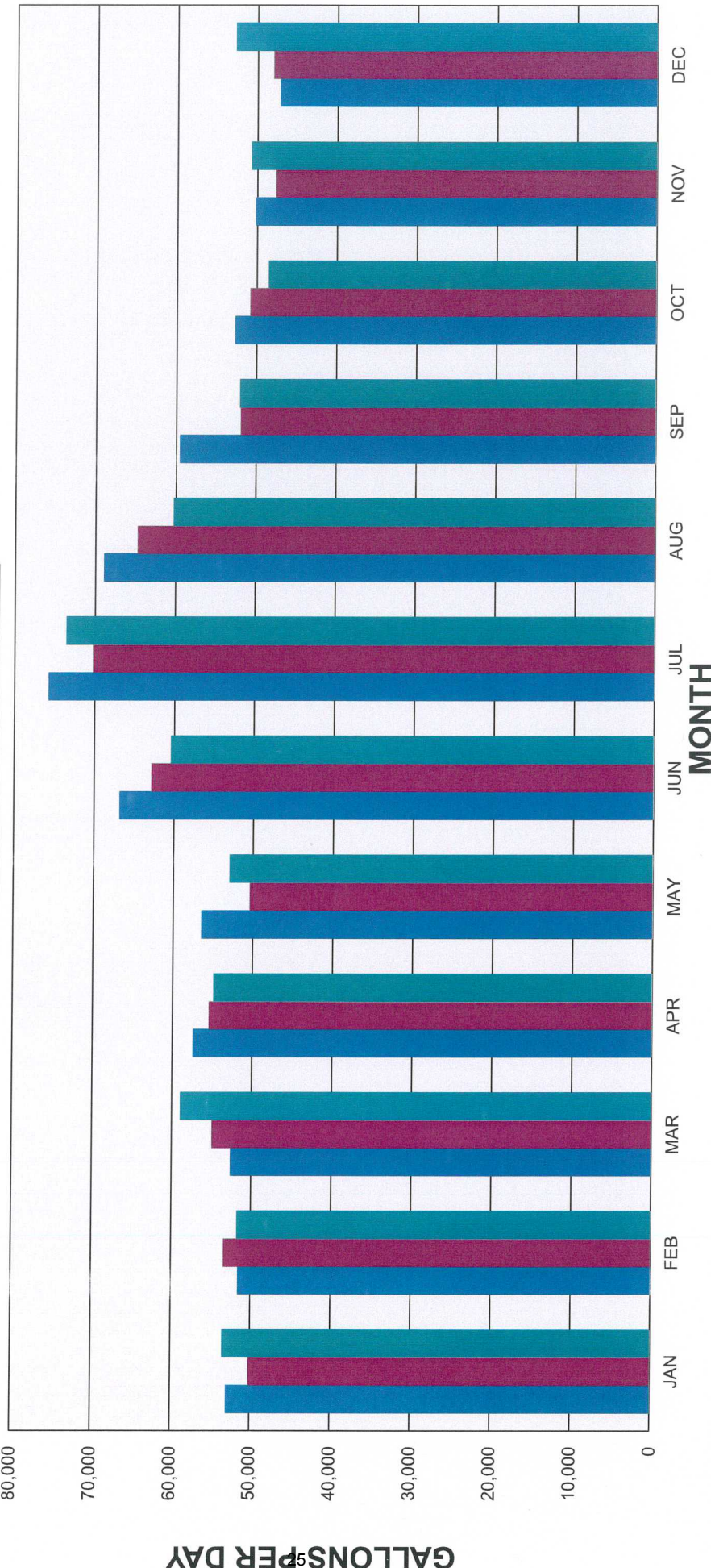
Sludge Removal

Date:	Gallons of Sludge Hauled Off-Site (Est.)
12/9/16	4,400
12/28/16	4,400

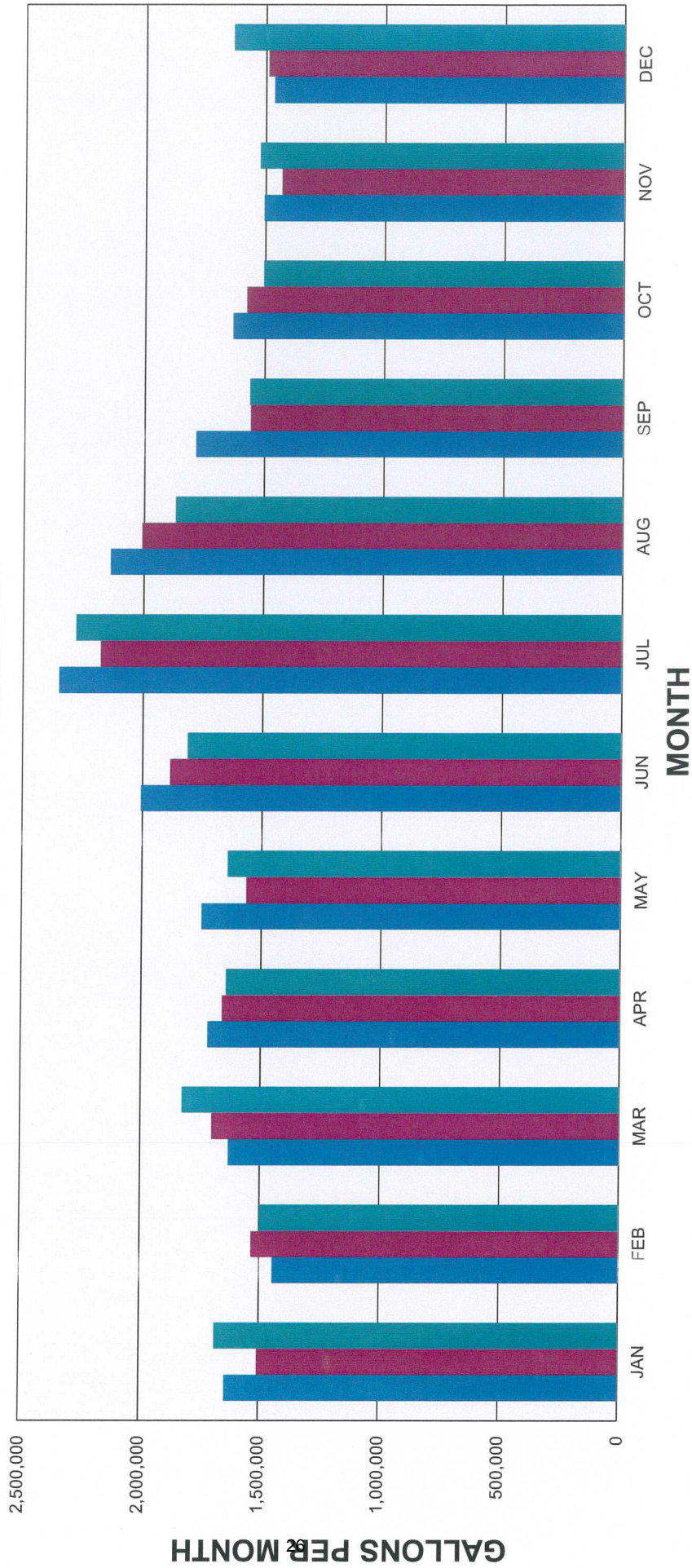
DATE: _____

TITLE: _____

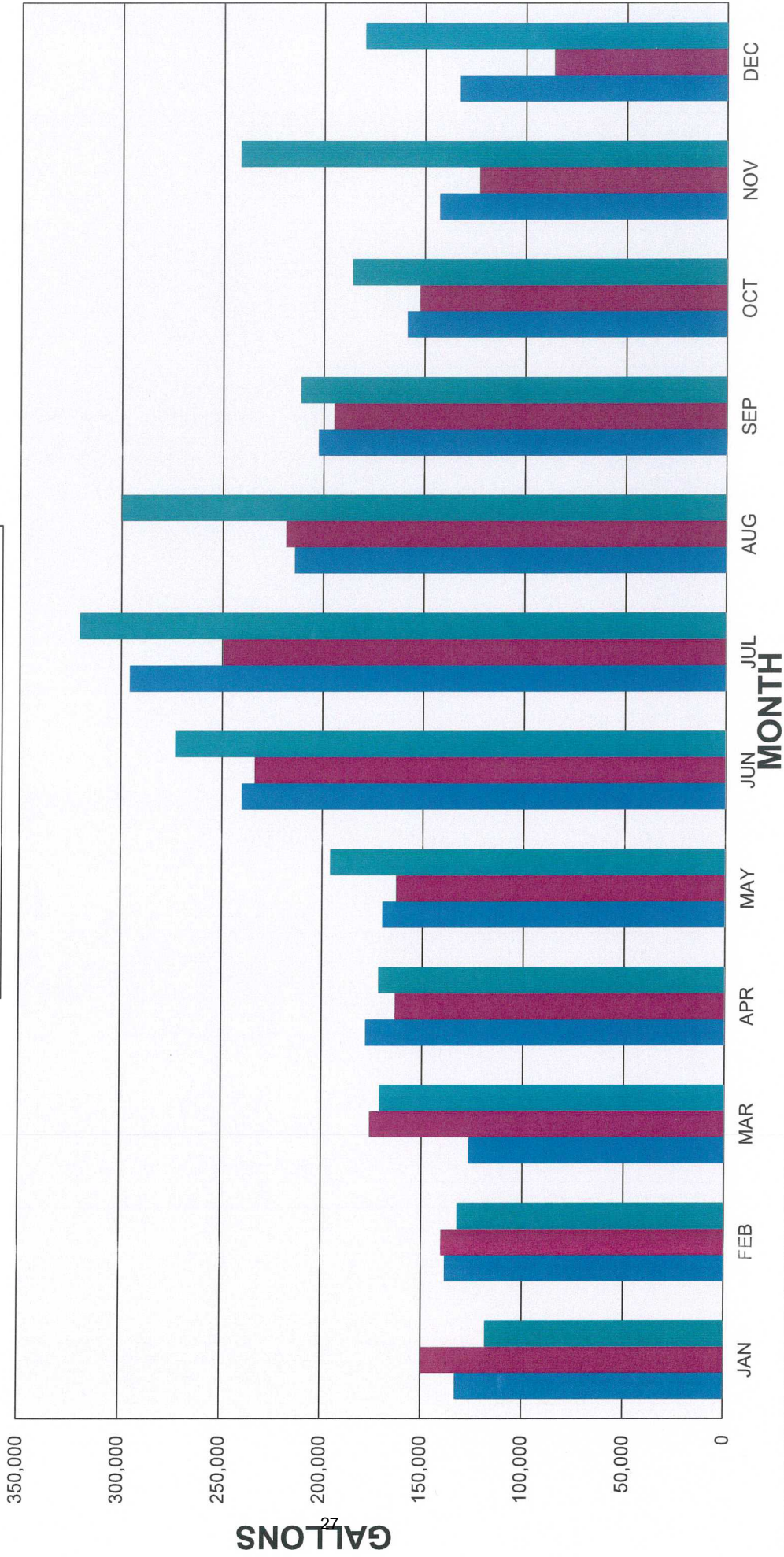
ABCSD AVERAGE DAILY WWTP EFFLUENT FLOW (2014 - 2016)



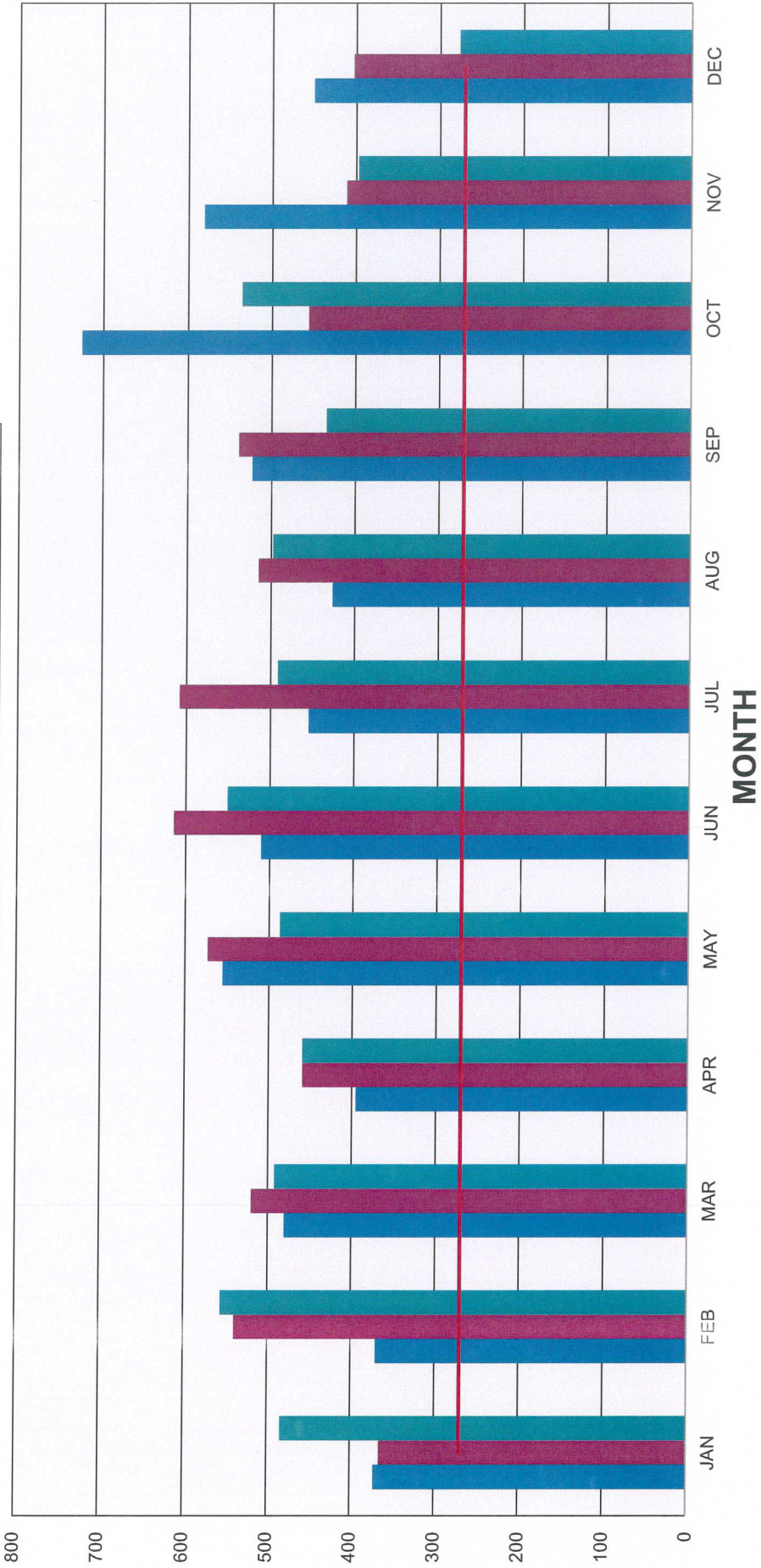
ABCSD MONTHLY TOTAL WWTP EFFLUENT FLOW (2014 - 2016)



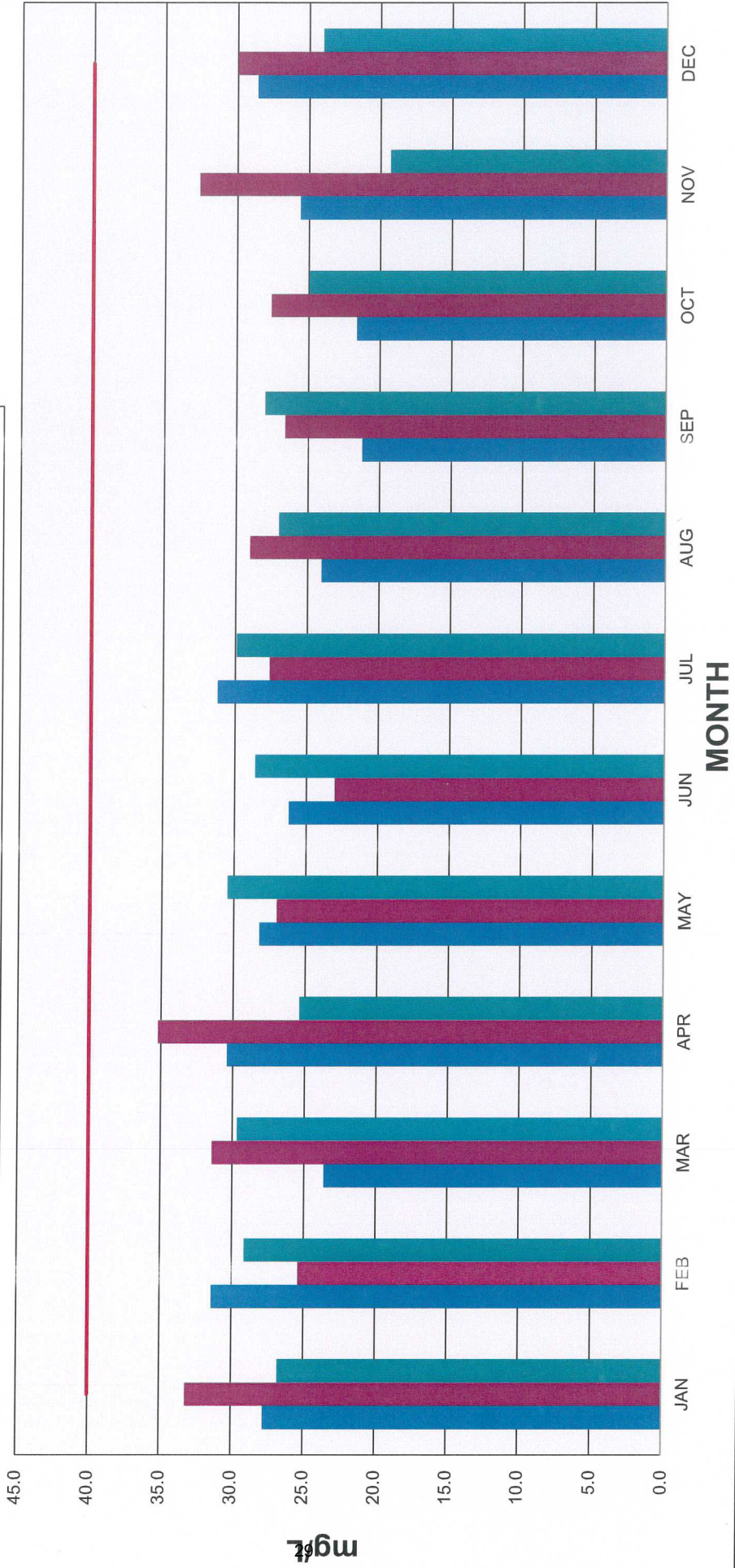
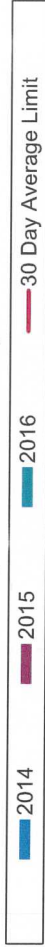
PORT SAN LUIS MONTHLY TOTAL FLOW (2014 - 2016)



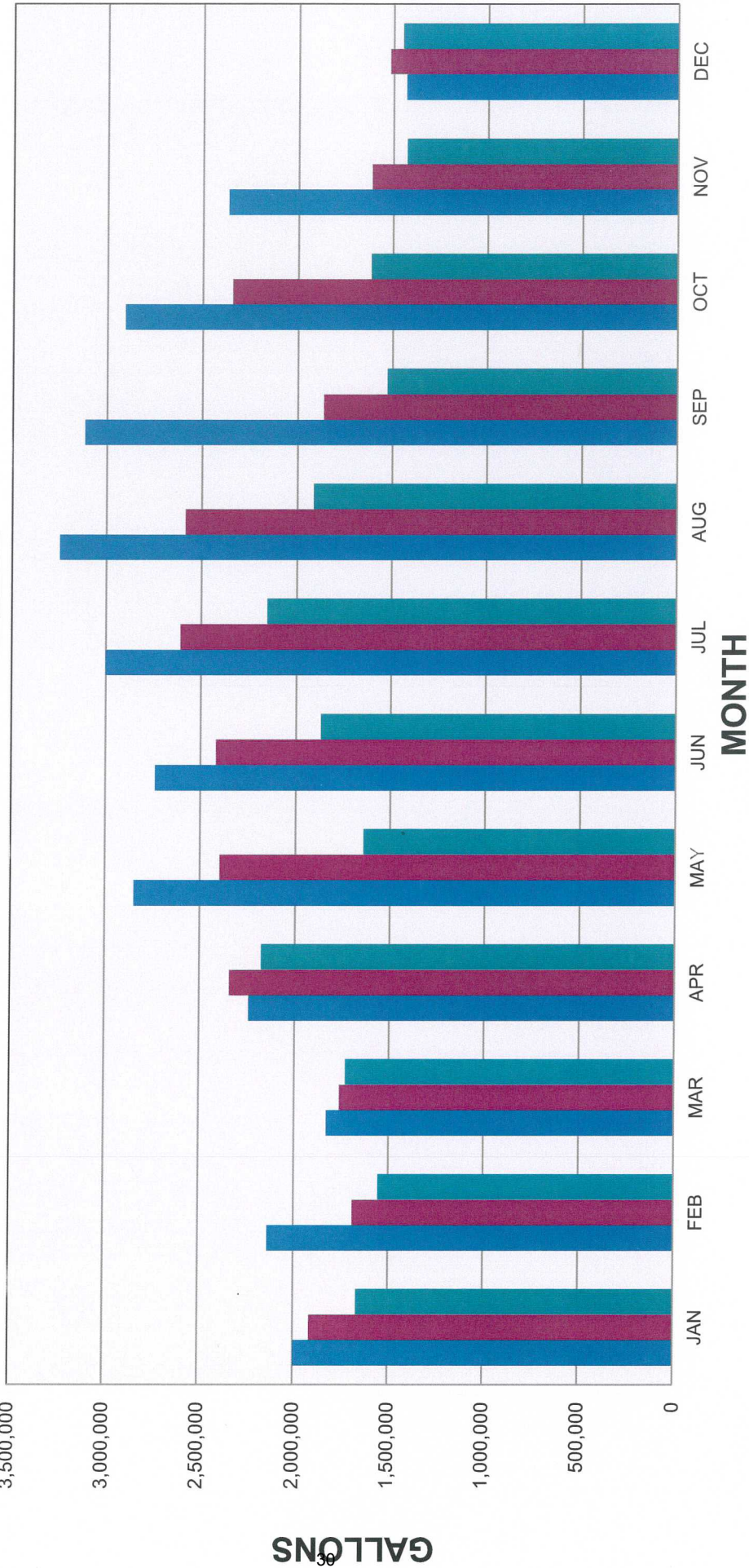
ABCSD MONTHLY AVERAGE INFLUENT BOD (2014 - 2016)



ABCSD MONTHLY AVERAGE EFFLUENT BOD (2014 - 2016)

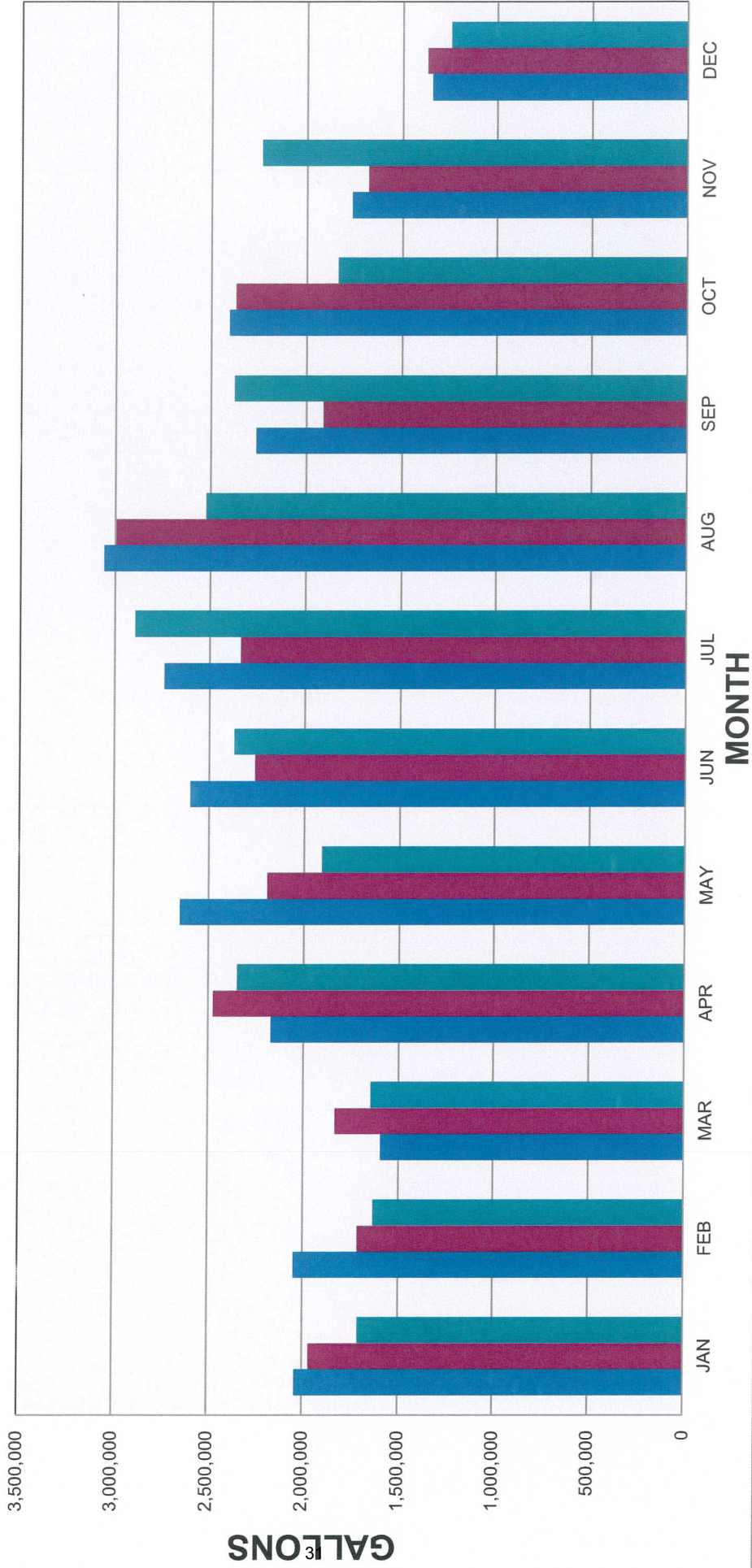


ABCSD MONTHLY WATER PURCHASED FROM LOPEZ (2014 - 2016)



ABCSD MONTHLY WATER SOLD (2014 - 2016)

■ 2014 ■ 2015 ■ 2016




**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

ME MORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: January 10th, 2017

SUBJECT: General Manager/District Engineer Report

California Special Districts Association (CSDA) Annual Meeting

The Annual meeting is scheduled for Friday January 27, at the Avila Beach Community Center. The final agenda is attached to this report. If you plan on attending please let Kristi know by January 13, and we will RSVP for the group.

CalPERS to Lower Discount Rate from 7.5% to 7.0% Over the Next Three Years

On December 21, 2016, the CalPERS Board voted to lower the discount rate (the anticipated rate of return on CalPERS investments) from 7.5% to 7.0% over the next three years. The incremental lowering of the discount rate will give employers more time to prepare for increases in their contribution rates. CalPERS anticipates the reduction of the discount rate will increase average employer rates by 1 to 3 percent of normal costs as a percent of payroll. The CalPERS News Release is provided as an attachment to this report.

Zone 3 Technical and Advisory Committee Meetings

The Zone 3 Technical Advisory Committee (TAC) met on January 5, 2017, and the full Advisory Committee will meet on January 17, 2017. As of 8:00 AM on January 5, the lake had received 3.5 inches of rain in the last 24 hours and 12.5 inches of rain for the season. The County has stopped all downstream releases (due the potential flooding impacts downstream) and the lake has risen one foot in the last 24 – 36 hours. Now that the ground is thoroughly saturated we expect to see a significant increase in the lake level if the forecasted amount of rain for the month comes to fruition. However, it will likely take at least a couple years of above normal rainfall to fill the lake up to capacity. The TAC is continuing to focus their efforts on contingency planning for below normal rainfall levels. The Agenda for the TAC meeting is attached.

District Facilities Tour

Now that we have several relatively new Board members it would be appropriate to schedule a tour of the District water storage and distribution facilities and the wastewater collection, treatment and disposal facilities. We have a couple active construction projects on-going at the WWTP that should be completed by the end of January. Please bring your calendar to the January meeting and we will work on scheduling a tour or tours in February or March. Remember that if we have 3 or more Board members getting together, we will need to public notice the tour and allow the public to participate in the tour.



**California Special
Districts Association**

Districts Stronger Together

San Luis Obispo County Chapter

ANNUAL MEETING

(SOCIAL HOUR, DINNER, & SILENT AUCTION)

Who: All San Luis Obispo County Special District Elected Officials, Staff, and Guests

When: Friday, January 27, 2016 at 5:30 p.m.

Where: Avila Beach Community Building, 191 San Miguel Street, Avila Beach

Cost: \$20.00/person in advance (\$25.00 at the door)

Agenda: 5:30 Social Hour/Cash Bar/Silent Auction

6:30 Dinner

7:00 Supervisor Debbie Arnold
Dave Flynn, County Public Works
Jon Griesser, SLO Energy Watch
Chris Palmer, CSDA Representative
David Church, LAFCO Executive Director

8:30 Election of Chapter President & Secretary
Other Chapter Business
Silent Auction Results

RSVP: Marshall Ochylski, Chapter President at marshall@slolegal.com.

Checks made out to CSDA, San Luis Obispo Chapter may be mailed to:

Kristen Gelos
CSDA SLO Chapter Treasurer
4870 Heritage Rd.
Paso Robles, CA 93446

We will accept payment at the door!!

Dinner Menu

1ST COURSE

Brie en croute

French triple cream brie wrapped in puff pastry
stuffed with Avila Barn Jams
Red pepper, apricot, and strawberry raspberry
served with herbed crostinis.

2ND COURSE

Smoked Tri-tip

Local Grass fed Beef slow smoked for hours over red oak and apple wood.
served with a creamy horseradish and dill sauce and fresh pico de gallo.

Cider brined and oven roasted chicken

free range chicken brined for 48 hours in our gopher glen organic apple cider
and oven roasted.

Bacon N Beans

House cured pork belly, smoked over apple and Red oak
mixed with slow cooked pinto beans and Avila Barn grown onions.

Lighthouse Salad

organic baby greens tossed in a Gopher Glen apple cider vinaigrette
topped with Avila Barn red onions, house made croutons, candied pecans, goat cheese, local
pomegranate seeds, sweet persimmons, and organic apples.

Garlic Bread

3RDS COURSE

Avila Valley Barn Pie Ala Mode Bar

A variety of our famous fresh baked pies served with a scoop of locally made vanilla ice cream.

Coffee Bar

Roasted Kona and Vanilla Nut Coffee
served with fresh sweet cream and condiments



CalPERS to Lower Discount Rate to Seven Percent Over the Next Three Years

December 21, 2016

Communications & Stakeholder Relations

(916) 795-3991

Brad W. Pacheco, Deputy Executive Officer

Wayne Davis, Chief, Office of Public Affairs

Contact: Megan White, Information Officer

newsroom@calpers.ca.gov

SACRAMENTO, CA – The California Public Employees' Retirement System (CalPERS) Board of Administration today voted to lower the discount rate from 7.5 percent to 7.0 percent over the next three years. This incremental lowering of the discount rate will give employers more time to prepare for the changes in contribution costs.

"This was a very difficult decision to make, but it is an important step to ensure the long-term sustainability of the Fund," said Rob Feckner, president of the CalPERS Board of Administration. "We know this will have an impact on the state, schools, and public agencies that partner with us, and we're committed to making sure the changes are implemented in a phased approach so our employers and affected members have time to plan their budgets responsibly."

The discount rate changes approved by the Board for the next three Fiscal Years (FY) are as follows:

- FY 2017-2018: 7.375%
- FY 2018-2019: 7.25%
- FY 2019-2020: 7.00%

In addition, the Board approved separate timelines for implementing the new rate for state, school, and public agencies. The new discount rate for the state would go into effect July 1, 2017. The new discount rate for the school districts and public agencies would take effect July 1, 2018. The difference allows schools and public agencies additional time to plan for rate increases.

Lowering the discount rate, also known as the assumed rate of return, means employers that contract with CalPERS to administer their pension plans will see increases in their normal costs and unfunded actuarial liabilities. Active members hired after January 1, 2013, under the Public Employees' Pension Reform Act will also see their contribution rates rise. Normal cost is the cost of pension benefits for one year.

"Employers have made commitments to their public servants to pay pensions and CalPERS is committed to fulfilling those commitments for generations to come," said Marcie Frost, CalPERS chief executive officer. "Today's action was a necessary step to ensure this happens."

The three-year reduction of the discount rate will result in average employer rate increases of about 1 percent to 3 percent of normal cost as a percent of payroll for most miscellaneous retirement plans, and a 2 percent to 5 percent increase for most safety plans.

Additionally, many CalPERS employers will see a 30 to 40 percent increase in their current unfunded accrued liability payments. These payments are made to amortize unfunded liabilities over 20 years to bring the Fund to a fully funded status over the long-term.

Beginning in 2017, the Board will start reviewing the Fund's asset allocation mix during the next Asset Liability Management process. The process, which includes a review of the discount rate, will conclude in February 2018.

Today's decision was made after an extensive review by the Board on the current funding status of the Fund, projected investment return rates over the next decade, an overview of CalPERS assets and liabilities, and discussions with stakeholders. The CalPERS Board last lowered the discount rate, from 7.75 percent to 7.5 percent, in 2012.

Over the past several years, the CalPERS Board of Administration has taken several important steps to reduce risks to the Fund and ensure long-term stability:

- 2013: Changing amortization and smoothing policies that spread rate increases or decreases over a five-year period
- 2014: Adopting new demographic assumptions that show retirees are living longer
- 2015: Approving a new funding risk mitigation policy to incrementally lower the discount rate during good economic times

In making its decision, the Board reviewed recommendations from CalPERS staff, external pension and investment consultants, and input from employer and employee stakeholder groups.

For more than eight decades, CalPERS has built retirement and health security for state, school, and public agency members who invest their lifework in public service. Our pension fund serves more than 1.8 million members in the CalPERS retirement system and administers benefits for 1.4 million members and their families in our health program, making us the largest defined-benefit public pension in the U.S. CalPERS' total fund market value currently stands at approximately \$303 billion.



**ZONE 3
TECHNICAL ADVISORY COMMITTEE**



**Thursday Jan 5, 2017
9:00-11:00 AM
ARROYO GRANDE CITY HALL
300 BRANCH STREET
2nd FLOOR CONFERENCE ROOM**

Agenda

<p>1. General Operations and Water Report</p> <ul style="list-style-type: none"> • Monthly Operations Report • Lopez Dam Storage Projections • Water Supply Projections • Summary Notes/Action Items – December 	<p>Jill</p>
<p>2. Operational Issues - Update on pH suppression/scale control project</p>	<p>Jill</p>
<p>3. Capital Improvement Project - Update</p>	<p>Jill</p>
<p>4. State Water Exchange with CCWA</p> <ul style="list-style-type: none"> • Update of Phase 1 – DWR/CCWA/District Agreement • Development of Phase 2 • Draft Report on Bypass Pipeline Condition Assessment 	<p>Jill Staff report to be distributed at meeting</p>
<p>5. AT&T Proposed Cell Tower Site Lease Request</p>	<p>Staff Report</p>
<p>6. Agenda items next month?</p>	<p>All</p>

Attachments:

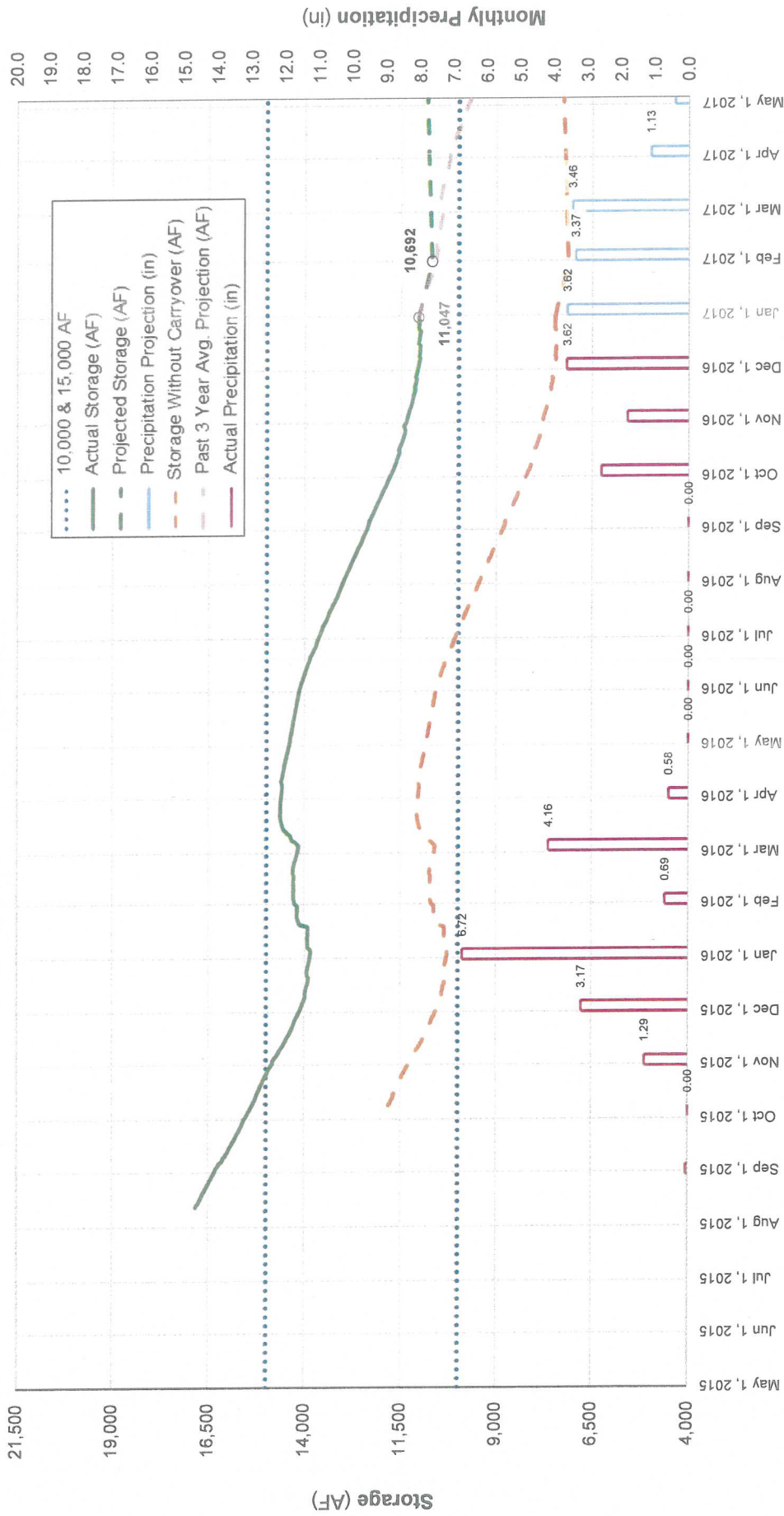
- A. Lopez Monthly Operations Report – Distributed at Meeting
- B. Lopez Reservoir Storage Projections – Distributed at Meeting
- C. LRRP Water Supplies Update – Distributed at Meeting
- D. December Summary Notes – Distributed at meeting
- E. AT&T Cell Tower Site Staff Report

Next Meeting February 2, 2017

Lopez Reservoir Storage Projections

(precipitation scenario source: www.LongRangeWeather.com)

Revised: 12/31/2016



Notes:

- For "Dry Months" (April - October), projected increases and/or decreases in storage estimated to mimic conditions from 2015.
- For "Wet Months" (November - March), projected storage declines assume LRRP annual downstream release of 3,800 AFY and deliveries of 4,077 AFY.
- For "Wet Months", projected storage increases based on historic trends from actual storm data for the period of 12/1993 through 6/2011.
- Storage projection for "Wet Months" assume that unsaturated conditions exist.
- Rainfall projection provided by www.LongRangeWeather.com, and updated 10/31/2016. Evaporation included in storage projection.
- Past 3 Year Avg. Projection uses historic daily capacity changes averaged from 2013, 2014, 2015
- Actual precipitation is as of the 1st of the month

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager



DATE: January 10, 2017

SUBJECT: Drought Committee

Recommendation:

Change the Ad Hoc Drought Committee from an Ad Hoc Committee to a regular Committee

Discussion:

At the December 13, 2016 Board meeting, the Board members appointed Directors to the various standing Board Committees. During the discussion legal counsel suggested that since the Ad Hoc Drought Committee was going to continue for at least another year, the Board should consider changing the Drought Committee from an Ad Hoc Committee to a more permanent Committee. Staff agrees and recommends the Board change the Ad Hoc Drought Committee to a standing Drought Committee.

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager

DATE: January 10, 2017

SUBJECT: Drainage & Parking Issues



Recommendation: Receive Report and Provide Direction to Staff

Discussion:

Earlier this year I met with Deputy Public Works Director Dave Flynn to discuss parking and drainage issues in the Avila Beach Area. Mr. Flynn provided me some background and history on the issues and stated that the County Public Works Department is interested in continuing the discussion and establishing a planned course of action. Mr. Flynn scheduled a meeting on December 20, 2016, and invited staff from Port San Luis Harbor, the County Public Works Director, staff from Supervisor Hill's office and me. The meeting agenda is provided as an attachment to this report.

Drainage – Everyone agreed that we would like to see improvements to the drainage issues in and around the parking lot and the intersection of First Street and San Francisco Street. In addition to the inconvenience and damage caused by the issue, the County Public Works Department spent approximately \$60,000 last year on efforts to pump the water to the Front Street storm drain (they will likely spend an additional \$50,000 this year). The County PW Department retained Cannon Engineering in mid-2015 to prepare a Conceptual Design Report that evaluated three alternatives to address the issue. The recommended alternative was the installation of a permanent pumping system that would include a wet well and conveyance piping that would pump the storm water to the Front Street storm drain. The cost of the project was estimated at \$375,000.

The issues have always been: who should fund the capital project improvements; once the improvements are constructed who should operate and maintain them; and who will pay for the operation and maintenance. After some discussion, the group decided that the County would take the lead in pursuing grant funds to install the pumping option. I agreed to discuss the concept of the CSD taking the lead on operation and maintenance of the pumping system. Funding for the O & M could come from a special assessment of those properties that are impacted and/or would

benefit from the pumping system. The Operations and Maintenance cost is not known, but would likely be on the order of \$25,000 per year (including an equipment replacement sinking fund).

The group agreed to take these concepts back to their respective Boards/Agencies for discussion and direction. We agreed to meet again in the March timeframe to discuss.

Parking – For background and reference I am attaching the Staff Report from the September 16, 2016 Board meeting regarding the parking issue. The group briefly discussed the 2013 Parking Study that was commissioned by the Harbor District and funded with a grant from San Luis Obispo County of Governments (SLOCOG). The issue is whether or not there is an interest by the agencies to proceed with any of the report's recommendations. One of the least expensive recommendations included installing parking meters in the Harbor District parking lot at the end of Avila Beach Drive. Harbor District staff was going to take this issue back to their Facilities Committee and/or Board to revisit the issue.

Conclusion:

With the Board's direction and concurrence staff will schedule a meeting of the Facilities Committee to discuss the District's role and options in participating in Operation and Maintenance of a drainage pumping system. In addition, staff will continue to participate on meetings regarding addressing the parking problems.

County Public Works/Port San Luis/Avila CSD

December 20, 2016

Objective: Review need and extent of Parking and Drainage issues in town;
develop options/course of action

- I. Drainage
 - a. Cause and frequency of flooding on First Street
 - b. Cannon Drainage Study - summary
 - c. Interim measures
 - d. Long term solution – Pumping system
 - e. Potential Community Facilities District
 - f. CalEMA Grant
 - g. Long term operation/maintenance

- II. Parking
 - a. 2013 Parking Study
 - b. 2013 Parking partnership proposal (attached)
 - c. Interest to proceed
 - d. Options
 1. Meter Zones
 2. Develop new lots
 3. Increase Trolley/RTA service
 4. Structure
 - e. Event traffic from Golf Course
 - f. Proposed Avila to Port Trail, street parking loss


- III. Follow-up

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: September 13, 2016

SUBJECT: Parking Management Planning

Recommendation: Receive report and provide direction to staff

Discussion:

At a recent Board meeting several Board members requested staff to review the recent history of parking management planning in Avila Beach with a question of whether it would make sense for the CSD to pursue installing parking meters on the streets. On August 31, I had an initial meeting with Mr. Dave Flynn, Deputy Public Works Director for San Luis Obispo County.

Mr. Flynn provided me a copy of the May 2013, Parking Management Plan that was prepared by C2 Consult Group. The Plan was commissioned by the Port San Luis Harbor District and included the Harbor/Pier Area, Avila Beach Drive between the Harbor and San Luis Street and the town of Avila. I have attached an excerpt regarding parking inventory from the Plan as an attachment to this staff report. The Plan indicated that in the fall of 2012 there were a total of 1,771 parking stalls including: 582 stalls on Avila Beach Drive; 287 stalls in the Port San Luis Lot; 525 "In-Town", on-street stalls; and 377 stalls in the town parking lot. A breakdown of the "In-Town" inventory is provided on page 18 of the report. A full copy of the report is available in the District office. In reviewing the District files on this matter, it appeared District staff attended some of the community meetings and Port San Luis meetings, but I did find any staff reports presented to the CSD Board.

I also met with David Church, Executive Director of the Local Agency Formation Committee (LAFCO), to discuss the steps needed to amend the District's powers to include parking. The Policies and Procedures for a CSD activating new powers is fairly straight forward and deliberate, but also time consuming and relatively expensive. In short, the District would be required to adopt a resolution of application and file the application with LAFCO. Once deemed complete, the application would go through a public hearing before the LAFCO Board that would result in approval, modification or denial. Finally there would be a formal protest process that allows interested parties to protest LAFCO's decision. I have attached LAFCO's Activation of Powers guidance document to this staff report.

The District's files indicate that at least some of the residents and business owners opposed installing metered on-street parking. Many existing residents currently park on County right-of-way and business owners would likely be concerned that metered parking may negatively impact their business.

Conclusion/Next Steps:

According to Mr. Flynn and recent actions by the Port San Luis Harbor District, there appears to be a renewed interest in discussing parking management plans for the Avila Beach Area. Mr. Flynn indicated that County staff are interested in evaluating the viability of metered parking on County right-of-way. Mr. Flynn indicated that County staff are considering scheduling a meeting in October with the appropriate agencies to initiate this discussion. With Board concurrence, District staff will actively participate in future meetings.

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: January 10, 2017

SUBJECT: Capital Projects Status Report

Recommendation:
Receive and File

Discussion:

For ease of review, we have included a notation in brackets as to whether there has been significant progress to warrant a project summary update. If there have been no reportable changes we will indicate so in brackets.

WATER SYSTEM CIP'S

W-1: Water tank storage improvements – Budget: \$35,000 Spent to Date: \$13,283 [Updated]

Water in the District's large water storage tank periodically experiences nitrification that can lead to decreased disinfection residual in the water distribution system. Nitrification can be controlled by ensuring water in the tank is thoroughly mixed. The scope of this project includes "dropping" power to the tank from a nearby PG & E power pole and installing a tank mixing system. Electricraft completed their work in early December and PG & E recently set the meter and "energized" the system. We are now using PG&E power to run the SCADA system. Staff requested and obtained a quote from Solar Bee for the in-tank mixing system. After evaluation the mixing system and checking references, staff intends to order the mixing system soon. Staff anticipates having this project completed in the first quarter of 2017. Having power at the tank site will also help provide a more reliable signal for the SCADA system.

W-2: Water System Valve Replacement – Budget: \$75,000 Spent to Date: \$ 0 [No Changes]

Water distribution line valves are being evaluated for replacement as we identify them during our routine valve exercising program and/or as we conduct normal operations in the system. The valve exercising program helps identify valves that no longer seal and/or are reaching their useful life. This year's budget should allow for the replacement of 3 – 5 valve clusters depending on the location, depth of valve and if they are in close proximity to each other. Staff is in the process of retaining Michael K. Nunley & Associates to prepare plans and specifications for bidding out the project.

In January 2015, the District identified a project to replace the valves that allow an emergency supply connection between San Miguelito Mutual, Port San Luis and the Avila Beach CSD. The District retained Water Systems Consults Inc. to review the existing valve/meter configuration and provide a recommended design. WSC's prepared a Technical Memo and staff is coordinating the design recommendations with San Miguelito Mutual and the Port. With their input/concurrence staff will

implement installation of the new valves.

W-3: Miscellaneous Water Line Replacements – Budget: \$25,000 Spent to Date: \$2665

As with previous years, this project provides funding for upgrading older water distribution pipe and systems on as needed basis. To date we have spent approximately \$3,000 to update the water and wastewater atlas maps. The atlas maps are prepared using ArcView GIS software and will be updated as projects are completed. The atlas data files are now saved on the District computer server and can be viewed, searched, printed etc., locally.

WASTEWATER SYSTEM CIP'S

WW-1: Recycled Water Study and Upgrade of WWTP – Budget: \$125,000 Spent to Date: \$19,607.50 [Updated]

In July 2015, the District retained Water Systems Consulting (WSC) to prepare a Grant Application for a Recycled Water Facilities Planning Study. The Study will evaluate potential recycled water alternatives and will be conducted in a 50/50 partnership with the San Manuelito Mutual Water Company. The Grant has been approved by the State Water Resources Control Board and they will reimburse the District for 50% of the cost of the study up to a maximum of \$75,000. The Grant application package was submitted to the State Board in November 2015 and formally approved in March 2016.

After some delays in getting the contract language approved between the District and WSC, a formal kick-off meeting was held on September 7th and the project is now well underway. Staff met with WSC staff on December 20, 2016, to review the project progress to date and narrow the conceptual alternatives down to a manageable level. The next major milestone will be in June 2017, when WSC completes the draft Project Alternatives Analysis.

WW – 2: Effluent Line Repair – Budget: \$40,000 Spent to Date: \$2,500 [Updated]

Scope of this project includes replacing two valves and re-routing the existing effluent line from underneath the primary clarifier building to around the building. FRM staff removed the asphalt and hydro excavated the piping and valves to assist with the design process. The District retained MBS Land Surveys to prepare a detailed topographic map of the treatment plant site and retained Michael K. Nunley Engineering to prepare a design Technical Memo that contractors can use to provide a quote for the project. In late September staff has solicited quotes from six contracting firms including Fluid Resource Management. Four of the six firms declined to bid on the job, stating that they are too busy to take on another job. The Board awarded the contract to Fluid Resource Management, Construction Division at the December 2016, Board meeting. FRM staff initiated the project in mid-December and are actively working on the project. Weather permitting, we anticipate the project will be completed by the end of January.

WW - 3 Chlorination System Improvements – This project has been delayed to FY 2017/18. [No changes]

This project includes upgrading the chlorine analyzer and chlorine delivery system.

WW - 4 Wastewater Collection Line Repair – Budget: \$75,000 Spent to Date: \$0 [No Changes]

This is a contingency budget line item that will be available for conducting minor un-anticipated repairs to the collection system. No projects have been identified to date for this finding line item.

WW- 5 Influent Wet Well Coating Repairs – Budget: \$40,000 Spent to Date: \$0 [No Changes]

This project will repair the concrete coating in the influent wet well. Applying a coating to the concrete significantly extends the life of the concrete by providing a barrier that protects the concrete from hydrogen sulfide gases and the associated deterioration from sulfuric acid. The existing coating is delaminating in several locations and should be repaired. We anticipate initiating this project in the first quarter of 2017 and completing by mid-2017.

WW-7 Miscellaneous Waste Water Projects – Budget: \$25,000 Spent to Date: \$9,353 [Updated]

This project provides funding for un-anticipated minor improvements at the WWTP. To date the District has spent approximately \$9,353 for parts and labor to re-build the secondary sedimentation system chains, sprockets and scraper arms. In addition, the District retained Town and Country Fence to replace the gate at the WWTP.

WW-9: Repair Decking at WWTP – Budget: \$25,000 Spent to Date: \$10,421 [Updated]

District engineers and staff have been analyzing the need to replace the stairway that connects the exterior of ground floor of the Primary Clarifier building to the upstairs office space (control room). The District retained Matrix Engineering to prepare plans and specifications for a new metal staircase. However, at this point replacing the stairway is not the highest priority. In September staff retained a flooring contractor to install new linoleum flooring in the upstairs office space. In December Staff a contractor to evaluate the integrity of the decking outside of the control room and make needed repairs. This project is going well and should be completed by the end of January. Once this is completed staff will again evaluate the need and cost/benefit of replacing the stairs (which are attached to the control room decking).

Summary of Activities Performed This Period

For Services Rendered from 11/01/16 through 11/30/16

Task 1 - Project Management

- Prepared invoice and progress report.
- Additional data request coordination with ABCSD.
- Contract development with Cleath-Harris
- Internal update meetings.

Task 2 - Background

- Development of Background Section of report.

Task 3 - Water Supply and Characteristics

- Demand analysis for ABCSD and SMMWC

Task 4 - Wastewater Characteristics and Facilities

- Development of buildout wastewater flows for ABCSD and SMMWC.
- Continue development of Wastewater Characteristics Section.

Task 5 - Treatment Requirements

- Begin compiling treatment requirements for various RW opportunities.

Task 6 - Recycled Water Market/Opportunities

- Summarize basin plan water quality objectives.
- Continue development of Recycled Water Market Section.

Task 7 - Permitting Criteria

- Treatment requirement write-up.

Task 8 - Project Alternatives Analysis

- Development of constraints map for treatment plant siting alternatives.
- Internal evaluations development meeting.

Task 9 - Recommended Facilities Project Plan

- No work completed under this task.

Task 10 - Stakeholder Involvement

- No work completed under this task.



DATE: November 30, 2016
INVOICE #: 2320
PROJECT: *Avila Regional Recycled
Water Study*

Task 11 - Prepare Recycled Water Facilities Planning Study

- Report formatting.