

AVILA BEACH COMMUNITY SERVICES DISTRICT

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

REGULAR BOARD MEETING 1:00 PM Tuesday, February 9th, 2021

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

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

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

Meeting ID: 411 178 7571

Password: No Password Required.

BY PHONE: 1-669-900-9128

1. CALL TO ORDER: 1:00 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.

County Reports

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

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

5. CONSENT ITEMS:

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

- A. Minutes of December 8th, 2020 Board Meeting
- B. Monthly Financial Review for December 2020 & January 2021
- C. General Manager and District Engineer Report
- D. Water and Wastewater Superintendent Report for December 2020 & January, 2021

6. DISCUSSION OF PULLED CONSENT ITEMS

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

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

- A. Mid-Year Budget Review
(Action Required: Receive Report and Provide Direction to Staff)
- B. Preliminary Will Serve for Keese Project at 208 Front Street, APN 076-222-025
(Action Required: Receive Report and Provide Direction to Staff)
- C. Annual Review of District By-Laws
(Action Required: Receive Report; Review By-Laws; Direct Staff to Return With Any Proposed Changes for Approval at a Later Meeting)

8. COMMUNICATIONS/ COORESPONDENCE

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

9. ADJOURN

Next regularly scheduled meeting is on Tuesday, March 9th, 2021 at 1:00 PM

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

**MINUTES OF REGULAR MEETING
Avila Beach Community Services District
Tuesday, December 8th, 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 TELECONFERENCE AND/OR ELECTRONICALLY.

**BOARD MEETING
1:00 P.M. (Pacific Time) Tuesday, December 8th, 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:	Pete Kelley Howie Kennett Kristin Berry
Board Members via Zoom:	Lynn Helenius Ara Najarian
Board Members Absent:	None
Staff Present:	Brad Hagemann, General Manager and District Engineer Kristi Dibbern, Accounting Mike Seitz, Legal Counsel

3. PUBLIC COMMENTS

Director Kristin Berry & Director Howie Kennett took the oath of office for a four-year term. Their terms expire December 2024.

4. INFORMATION AND DISCUSSION ITEMS

A. County Reports

Cal Fire: CAL Fire - Battalion Chief Paul Lee reported via Zoom that there were 48 calls for service in November, 24 were medically related. Fire season is still here with a slight downturn with the winter weather. Cal Fire is running at full staff with 1 Helitanker in Paso Robles, 3 tankers nearby, and 1 extra fire

engine for support. There were 3 fires reported this month. One in Nipomo, one in Santa Maria and the closest one to Avila is located in Price Canyon. The Price Canyon fire was contained due to a vegetation management project completed earlier this year by Cal Fire. Also, PG&E has reached out to Chief Lee regarding a controlled burn in January 2021. Chief Lee assured the Board when a controlled burn is scheduled, he will give the District office notification of the details. Additionally, if anyone is interested, please contact Chief Lee for a kickoff meeting for grant funding for Vegetation Management Projects for 2021.

Sheriff's Report: Lt. Stuart MacDonald reported 28 calls for service this month. There were: seven disturbances, no assaults, no burglaries, 6 thefts which included license plates that were later found in a stolen vehicle near Santa Maria. No vandalism, or phone scams were reported. The Sheriff's proactive efforts include 11 enforcements stops.

B. Conferences, Meetings and General Communications.

5. CONSENT ITEMS

Vice President Helenius commented on the County Board of Supervisors (BOS) approving a funding agreement for preliminary planning for State Water Delta Conveyance Project (DCP). VP Helenius expressed her concerns regarding the District's vote of support for the preliminary planning work. GM Hagemann explained the State Water subcontractors (including the District) are advisory bodies to the county Board of Supervisors. The Supervisors agreed to move forward with 2 year funding agreement for the preliminary planning work and that they would reconsider their position in approximately two years. Director Berry made a motion to approve the Consent Items. The motion was seconded by Director Najarian and passed with a roll call vote 5-0.

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

NOES: None

ABSENT: None

6. DISCUSSION OF PULLED CONSENT ITEMS: None

7. BUSINESS ITEMS:

A. Recognize General Counsel Mike Seitz for his service to the District.

President Kelley recognized General Counsel Mike Seitz for his service to the District and read Resolution No. 2020-10 honoring Mike. Director Berry made a motion to adopt Resolution No. 2020-10. It was seconded by Director Kennett and it passed with a roll call vote 5-0.

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

NOES: None
ABSENT: None

B. Consider Retaining New General Counsel.

The Personnel Committee reviewed RFQ's from ten legal firms. Of those ten, they chose their top three to conduct Zoom interviews. General Manager Brad Hagemann reported to the Board that the recommendation from Personnel Committee was to retain Tim Cary from Price, Postel & Parma, LLP in Santa Barbara. President Kelley made a motion to retain Legal Counsel from Tim Cary of Price, Postel & Parma, LLP. The motion was seconded by Director Berry and passed with a roll call vote 5-0.

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

NOES: None
ABSENT: None

C. Election of Officers and Board Committee Appointments

After discussion the Board concurred to maintain Board leadership roles for 2021. Director Najarian made a motion to elect Pete Kelley as President, Lynn Helenius as Vice President and maintain the same committee appointments as the previous year, with no changes. The motion was seconded by Director Berry and it passed with a roll call vote 5-0.

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

NOES: None
ABSENT: None

2021 Office Appointments

President: Pete Kelley

Vice President: Lynn Helenius

2021 Committee Appointments

Finance: Directors Kristin Berry & Ara Najarian

Personnel: Directors Pete Kelley & Lynn Helenius

Facilities: Directors Pete Kelley & Howie Kennett

Drought: Directors Lynn Helenius & Ara Najarian

COMMUNICATIONS/CORRESPONDENCE.

ADJOURNMENT: The meeting was adjourned at 1:50 P.M.

The next regular meeting of the Avila Beach Community Services District is scheduled for Tuesday, January 12th, 2021 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: February 8th, 2021

SUBJECT: Monthly Financial Review for December 2020 & January 2021

Recommendation:

Receive and file report.

Overall Monthly Summary

During the month of December, the District deposited \$298,772.77 and incurred \$172,014.76 in expenses (cash basis). Income included \$221,505.62 in County tax income and \$70,124.99 in monthly water and sewer fees.

During the month of January, the District deposited \$167,392.35 and incurred \$175,538.71 in expenses (cash basis). Income included \$94,742.61 in County Taxes and \$61,271.36 in monthly water and sewer fees.

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

Utility Service Billing

The District billed approximately \$68,831.48 in water and sewer service charges in December. Customer Rate Assistance reduced billing charges to the District in the amount of \$1,029.04.

In January, the District billed \$60,334.77 in water and sewer service charges. Customer Rate Assistance reduced billing charges in the amount of \$936.59.

Operation and Maintenance

The December & January statement for FRM (Fluid Resource Management) are attached. Please note that the billing statement dated 1/1/21 included an outstanding balance with items that dated back to November. The District had paid on 12/15/2020. The check was not posted due to the holidays. The current amount owed was \$25,782.56 on January 1st, 2021.

Avila Beach Community Services District
Balance Sheet
As of December 31, 2020

	<u>Dec 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash Summary	
1005 · Customer Cash	152.40
1008 · Petty Cash	8.02
1010 · Pacific Premier Checking	1,195,331.03
1050 · LAIF	<u>3,123,462.90</u>
Total 1000 · Cash Summary	<u>4,318,954.35</u>
Total Checking/Savings	<u>4,318,954.35</u>
Accounts Receivable	
1200 · *Accounts Receivable	<u>52,740.97</u>
Total Accounts Receivable	<u>52,740.97</u>
Other Current Assets	
1250 · Receivables	
1255 · Interest Receivable	19,364.33
1270 · Taxes Receivable	9,530.07
1280 · Water & Sewer Billings	<u>95,869.05</u>
Total 1250 · Receivables	<u>124,763.45</u>
1400 · Prepaid Summary	
1410 · Prepaid Insurance	<u>12,768.11</u>
Total 1400 · Prepaid Summary	<u>12,768.11</u>
Total Other Current Assets	<u>137,531.56</u>
Total Current Assets	<u>4,509,226.88</u>
Fixed Assets	
1600 · Fixed Assets & Acc. Depr.	
1605 · Office Equipment	
1606 · Copier Samsung 2012	8,233.58
1609 · Office Equipment Accum Depr	<u>-8,233.58</u>
Total 1605 · Office Equipment	0.00
1610 · Fixed Asset -Office & Admin.	
1612 · Office Furniture cost	4,526.21
1614 · Office Furniture Accum Dep.	<u>-4,526.21</u>

Avila Beach Community Services District
Balance Sheet
As of December 31, 2020

	<u>Dec 31, 20</u>
Total 1610 · Fixed Asset -Office & Ad...	0.00
1620 · Fixed Assets - Sanitary	
1622 · Land	60,314.10
1626 · Collection Assets	
1627 · Collection Assets Cost	1,318,875.26
1628 · Collect Assets Accum Depr	-497,174.62
Total 1626 · Collection Assets	821,700.64
1630 · Disposal Equipment	
1631 · Disposal Equip Cost	611,174.66
1632 · Disposal Equip Accum Depr	-264,042.83
Total 1630 · Disposal Equipment	347,131.83
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	976,364.71
1642 · Treatment Equipment	
1643 · Treatment Equip Cost	1,087,410.54
1644 · Treatment Equip Accum D...	-704,848.55
1642 · Treatment Equipment - Oth...	205,485.61
Total 1642 · Treatment Equipment	588,047.60
Total 1620 · Fixed Assets - Sanitary	2,793,558.88
1650 · Fixed Assets - Water	
1652 · Equipment	
1653 · Equipment Cost	21,136.28
1654 · Equipment Accum Depr	-21,136.28
1652 · Equipment - Other	74.79
Total 1652 · Equipment	74.79
1656 · Distribution Assets	
1657 · Distribution Assets Cost	1,263,996.77
1658 · Dist Assets Accum Depr	-657,239.98
Total 1656 · Distribution Assets	606,756.79
Total 1650 · Fixed Assets - Water	606,831.58

Avila Beach Community Services District
Balance Sheet
As of December 31, 2020

	<u>Dec 31, 20</u>
1680 · Structures - Fixed Asset	
1681 · Structures GFAAG - Sani & FA	74,061.65
1682 · Gen / Fire Accum Dep	-38,345.77
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Total 1680 · Structures - Fixed Asset	35,715.88
1690 · Construction in Progress	66,397.23
	<hr/>
Total 1600 · Fixed Assets & Acc. Depr.	3,502,503.57
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Total Fixed Assets	3,502,503.57
Other Assets	
1800 · Deferred Outflows of Resources	27,497.00
	<hr/>
Total Other Assets	27,497.00
	<hr/>
TOTAL ASSETS	8,039,227.45
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LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2100 · Accounts Payable	55,158.45
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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
2250 · PERS Liability	112.20
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Total 2200 · Payroll Liabilities	3,103.24
2300 · Deposits Held	
2303 · Water Deposits Held	4,610.00
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Total 2300 · Deposits Held	4,610.00
	<hr/>
Total Other Current Liabilities	7,713.24
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Total Current Liabilities	62,871.69
Long Term Liabilities	
2400 · Net Pension Liability	126,061.00
2500 · Deferred Inflows of Resources	9,791.00
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Avila Beach Community Services District
Balance Sheet
As of December 31, 2020

	<u>Dec 31, 20</u>
Total Long Term Liabilities	<u>135,852.00</u>
Total Liabilities	198,723.69
Equity	
3000 · Opening Bal Equity	177,730.13
3900 · Retained Earnings	7,670,171.36
Net Income	<u>-7,397.73</u>
Total Equity	<u>7,840,503.76</u>
TOTAL LIABILITIES & EQUITY	<u><u>8,039,227.45</u></u>

	<u>Dec 20</u>
Ordinary Income/Expense	
Income	
4000 · Income Summary	
4010 · Operating Revenue	70,124.99
4012 · Solid Waste Franchise Fee	2,032.27
4020 · Contract Services-Ambulance	1,089.31
4030 · County Taxes	221,505.62
4050 · Harbor Charges	
4052 · Front Street Lighting	187.50
4053 · WWTP O&M	20,193.00
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Total 4050 · Harbor Charges	20,380.50
	<hr/>
Total 4000 · Income Summary	315,132.69
	<hr/>
Total Income	315,132.69
	<hr/>
Gross Profit	315,132.69
	<hr/>
Expense	
5100 · Merchant Credit Card Fees	
5110 · Amex	14.85
5120 · Chase Paymentech	121.18
5140 · Invoice Cloud	370.83
	<hr/>
Total 5100 · Merchant Credit Card Fees	506.86
	<hr/>
5200 · Payroll Expenses	
5210 · Gross Wages	
5211 · Regular Pay	2,606.88
5012 · Holiday Pay	187.32
5014 · Sick Pay	0.00
5016 · Vacation Pay	624.40
	<hr/>
Total 5210 · Gross Wages	3,418.60
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5230 · Payroll Taxes	61.17
	<hr/>
5240 · Health & Medical Exp.	
5242 · Health Ins / Other	800.00
	<hr/>
Total 5240 · Health & Medical Exp.	800.00
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5250 · PERS Company Pd Expense	
5256 · PERS Co Pd Kristi	259.35
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Total 5250 · PERS Company Pd Expe...	259.35

Avila Beach Community Services District
Profit & Loss
December 2020

	<u>Dec 20</u>
5280 · Payroll Administration & Misc.	130.12
Total 5200 · Payroll Expenses	4,669.24
6000 · Administrative Overheads	
6127 · Gifts	124.28
6102 · Accounting	1,260.00
6103 · Accounting Audit	1,693.00
6120 · Dues & Subscriptions	14.99
6140 · Office Supplies & Postage	
6142 · Postage & Shipping	23.00
6143 · Supplies, Office	12.99
Total 6140 · Office Supplies & Postage	35.99
6150 · Rate Assistance	1,029.04
6170 · Website	400.00
Total 6000 · Administrative Overheads	4,557.30
6500 · Operating Expenses	
6503 · Chemicals	1,115.33
6505 · Contract Labor O & M	20,179.64
6506 · Contract Labor GM	1,450.00
6507 · Contract Labor Civil Engineer	3,335.00
6510 · Critical Spare Parts	196.63
6518 · Equipment Expense	9.64
6520 · Equipment Repair & Maint.	
6522 · Equip. Rep. & Maint-Avila & HD	41.18
6524 · Equip. Rep. & Maint. Avila Only	1,813.49
Total 6520 · Equipment Repair & Maint.	1,854.67
6525 · Fat Oil & Grease (FOG)	256.50
6535 · Insurance P/L	1,919.00
6542 · Maintenance	445.00
6550 · Operating Supplies	56.81
6555 · Permits & Fees	7,107.00
6580 · Solids Handling	1,230.00
6585 · Telephone / Internet	1,289.26
6590 · Utilities	3,950.92
Total 6500 · Operating Expenses	44,395.40
6800 · Water	
6805 · State Water	3,804.61

	<u>Dec 20</u>
Total 6800 · Water	3,804.61
Total Expense	57,933.41
Net Ordinary Income	257,199.28
Other Income/Expense	
Other Expense	
8200 · Non-Operating Expenses	
8230 · Capital Purchases in Prog Sani	
8245 · WWTP Improvement Project	
8245c · WWTP MBR Purchase	121,177.81
Total 8245 · WWTP Improvement Proj...	121,177.81
Total 8230 · Capital Purchases in Prog ...	121,177.81
Total 8200 · Non-Operating Expenses	121,177.81
Total Other Expense	121,177.81
Net Other Income	-121,177.81
Net Income	<u>136,021.47</u>

Avila Beach Community Services District
Checks by Fund w/Accounts

December 2020

01/06/21

Type	Date	Num	Name	Memo	Account	Amount	Balance
General / Admin							
Check	12/01/2020	EFT	Digital Deployment	monthly ABCSD Streamline	6170 · Website	200.00	200.00
Check	12/03/2020	EFT	U.S. Postal Service	Board Packets	6142 · Postage & Shipping	23.00	223.00
Check	12/03/2020	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymenttech	32.22	255.22
Check	12/05/2020	EFT	Adobe.com		6120 · Dues & Subscriptions	14.99	270.21
Check	12/07/2020	2845	Hagemann & Associates	Inv. 1120 11/22/2020 - 12/5/2020 Contract Labor GM	6506 · Contract Labor GM	1,450.00	1,720.21
Check	12/07/2020	EFT	American Express Discount	Amex	5110 · Amex	14.85	1,735.06
Check	12/08/2020	2846	Fedak & Brown, LLP	Audit FY 2019/20 Final Payment ending June 30t...	6103 · Accounting Audit	1,693.00	3,428.06
Check	12/08/2020	2850	Nikki Engle Bookkeeping	Inv. 2593 11/25/2020	6102 · Accounting	540.00	3,968.06
Check	12/08/2020	2852	Coastline Cleaning Co.	Office Maintenance Inv. 2176 (Oct 2020)	6542 · Maintenance	165.00	4,133.06
Check	12/08/2020	2852	Coastline Cleaning Co.	Exterior Clean Up of Leaves, Sand and Debris Inv. ...	6542 · Maintenance	25.00	4,158.06
Check	12/08/2020	EFT	InvoiceCloud	Invoice Cloud merchant fees	5140 · Invoice Cloud	370.83	4,528.89
Check	12/09/2020	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymenttech	11.43	4,540.32
Check	12/09/2020	EFT	Cal Tec Computers	computer repairs	6524 · Equip. Rep. & Maint. A...	40.00	4,580.32
Check	12/09/2020	EFT	Amazon	ORDER # 111-1798181-3979434	6518 · Equipment Expense	9.64	4,589.96
Check	12/09/2020	EFT	Amazon	ORDER # 111-1101101-7368227	6143 · Supplies, Office	12.99	4,602.95
Check	12/11/2020	EFT	Grand Awards		6127 · Gifts	124.28	4,727.23
Check	12/14/2020	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymenttech	11.51	4,738.74
Check	12/15/2020	2856	Coastline Cleaning Co.	Office Maintenance Inv. 2179 (Nov 2020)	6542 · Maintenance	165.00	4,903.74
Check	12/15/2020	2856	Coastline Cleaning Co.	Exterior Clean Up of Leaves, Sand and Debris Inv. ...	6542 · Maintenance	25.00	4,928.74
Check	12/15/2020	2857	Nikki Engle Bookkeeping	Inv. 2603 12/9/2020	6102 · Accounting	720.00	5,648.74
Check	12/16/2020	2859	Ultrex	Konica Minolta C360i Copy Machine Inv. 328928 1...	6550 · Operating Supplies	56.81	5,705.55
Check	12/16/2020	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymenttech	10.39	5,715.94
Check	12/16/2020	EFT	Brezden Pest		6542 · Maintenance	65.00	5,780.94
Check	12/22/2020	EFT	PG&E	100 San Luis St.	6590 · Utilities	147.87	5,928.81
Check	12/23/2020	EFT	Paymenttech	merchant cc fees	5120 · Chase Paymenttech	55.63	5,984.44
Check	12/23/2020	EFT	Public Employees Retirement System	Kristi 11/16 - 11/30/20	2250 · PERS Liability	210.74	6,195.18
Check	12/23/2020	EFT	Public Employees Retirement System	Kristi 11/16 - 11/30/20	5256 · PERS Co Pd Kristi	61.54	6,256.72
Check	12/23/2020	EFT	Public Employees Retirement System	Kristi 12/1 - 12/15/20	2250 · PERS Liability	213.66	6,470.38
Check	12/23/2020	EFT	Public Employees Retirement System	Kristi 12/1 - 12/15/20	5256 · PERS Co Pd Kristi	34.88	6,505.26
Check	12/25/2020	EFT	Spectrum	Acct #. 8245100980033571	6585 · Telephone / Internet	214.95	6,720.21
Check	12/31/2020	EFT	Digital Deployment	monthly ABCSD Streamline	6170 · Website	200.00	6,920.21
Total General / Admin							6,920.21
Lights							
Check	12/01/2020	EFT	PG&E	Town Lights acct # 0690976984-3	6590 · Utilities	409.74	409.74
Check	12/01/2020	EFT	PG&E	Colony Lights acct # 5992155362-0	6590 · Utilities	101.86	511.60
Check	12/22/2020	EFT	PG&E	Front St. Lights acct# 5796765606-7	6590 · Utilities	372.36	883.96
Total Lights							883.96
Sanitary							
Check	12/01/2020	EFT	AT&T	acct # 805 595-9416 904 5	6585 · Telephone / Internet	248.74	248.74
Check	12/01/2020	EFT	Great Western Alarm	Annual service	6590 · Utilities	384.00	632.74
Check	12/02/2020	EFT	South County Sanitary Service	Acct. Number 4120-3104357 2 Yd Dumpster	6590 · Utilities	134.02	766.76
Check	12/07/2020	2845	Hagemann & Associates	Contract Labor Sanitary System	6507 · Contract Labor Civil E...	2,030.00	2,796.76
Check	12/08/2020	2847	SWRCB-FEES	Annual Permit Fee WWTP 423313	6555 · Permits & Fees	2,848.00	5,644.76
Check	12/08/2020	2848	SWRCB	Inv # WD-0180510 WWTP Annual Fee Facility 3 4...	6555 · Permits & Fees	3,805.00	9,449.76
Check	12/08/2020	2849	SLO Co Health	Cross Connections Inv. IN0127007 11/16/2020	6555 · Permits & Fees	454.00	9,903.76
Check	12/08/2020	2853	Speed's, Inc.	Inv.# 64460 11/24/2020	6580 · Solids Handling	1,230.00	11,133.76
Check	12/08/2020	2854	Wallace Group-FRM	Fog Program 0245 0011-00	6525 · Fat Oil & Grease (FOG)	256.50	11,390.26

Avila Beach Community Services District
Checks by Fund w/Accounts
 December 2020

01/06/21

Type	Date	Num	Name	Memo	Account	Amount	Balance	
Check	12/09/2020	2855	Cloacina, LLC	Membrane Package Equipment	8245c - WWTP MBR Purcha...	121,177.81	132,868.07	
Check	12/14/2020	EFT	AT&T	acct # 287272916182	6585 - Telephone / Internet	23.50	132,891.57	
Check	12/15/2020	2858	Fluid Resource Management, Inc.	Nov 2020 Ops. Sanitary Inv. F20181	6505 - Contract Labor O & M	15,136.72	147,728.29	
Check	12/15/2020	2858	Fluid Resource Management, Inc.	Chemicals A20087	6503 - Chemicals	133.24	147,861.53	
Check	12/15/2020	2858	Fluid Resource Management, Inc.	Fire Ex. Maintenance A20088	6522 - Equip. Rep. & Maint...	41.18	147,902.71	
Check	12/17/2020	2860	Brenntag Pacific, Inc.	Inv. 3200299 11/20/2020	6503 - Chemicals	0.00	147,902.71	
Check	12/17/2020	2861	Brenntag Pacific, Inc.	Inv. 3200299 11/20/2020	6503 - Chemicals	982.09	148,884.80	
Check	12/18/2020	EFT	AT&T	acct# x 0885 Internet	6585 - Telephone / Internet	58.85	148,943.65	
Check	12/22/2020	EFT	PG&E	3rd & San Fran St. pump	6590 - Utilities	2,137.06	151,080.71	
Check	12/22/2020	EFT	PG&E	Lift Station acct# 6338432238-2	6590 - Utilities	100.47	151,181.18	
Check	12/29/2020	EFT	AT&T	acct # 805 595-9416 904 5	6585 - Telephone / Internet	494.48	151,675.66	
Check	12/30/2020	EFT	AT&T	acct # 805 595-9416 904 5	6585 - Telephone / Internet	248.74	151,924.40	
Total Sanitary							151,924.40	151,924.40
Water								
Check	12/02/2020	2843	Cloacina, LLC	Flow Meter Water Tank Site	6524 - Equip. Rep. & Maint. A...	1,773.49	1,773.49	
Check	12/02/2020	2844	Ferguson Enterprises	Inv. #8860999 Customer # 830775 - Supplies for ...	6510 - Critical Spare Parts	196.63	1,970.12	
Check	12/07/2020	2845	Hagemann & Associates	Contract Labor Water System	6507 - Contract Labor Civil E...	1,305.00	3,275.12	
Check	12/08/2020	2851	SLO County Public Works	Inv. 875 Zone 3 Semi Annual State Water Wheelin...	6805 - State Water	1,925.64	5,200.76	
Check	12/08/2020	2851	SLO County Public Works	Inv. 887 Zone 3 Semi Annual State Water Wheelin...	6805 - State Water	1,878.97	7,079.73	
Check	12/15/2020	2858	Fluid Resource Management, Inc.	Nov 2020 Ops. Water Inv. F20181	6505 - Contract Labor O & M	5,042.92	12,122.65	
Check	12/22/2020	EFT	PG&E	1717 Cave Landing Rd.	6590 - Utilities	163.54	12,286.19	
Total Water							12,286.19	12,286.19
TOTAL							172,014.76	172,014.76

Avila Beach Community Services District
Deposits by Fund
 December 2020

01/06/21

Type	Date	Memo	Split	Amount	Balance
General / Admin					
Deposit	12/01/2020	Pd Cash \$ 60 x 2 Daniel M., \$ 92.40 James Hannon	1010 · Pacific Premier C...	-212.40	-212.40
Deposit	12/07/2020	TCF FY 21 NOV ME - IMPR # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier C...	-25,542.36	-25,754.76
Deposit	12/07/2020	S L Ambulance Contract Services	1010 · Pacific Premier C...	-1,089.31	-26,844.07
Deposit	12/10/2020	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights	1010 · Pacific Premier C...	-20,967.36	-47,811.43
Deposit	12/14/2020	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights	1010 · Pacific Premier C...	-18,352.61	-66,164.04
Deposit	12/16/2020	adj .07 to match El Dorado Reports	1010 · Pacific Premier C...	-0.07	-66,164.11
Deposit	12/21/2020	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights	1010 · Pacific Premier C...	-999.76	-67,163.87
Deposit	12/31/2020	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights	1010 · Pacific Premier C...	-2,039.78	-69,203.65
Total General / Admin					
				-69,203.65	-69,203.65
Lights					
Deposit	12/07/2020	TCF FY 21 NOV ME - IMPR # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier C...	-1,824.46	-1,824.46
Deposit	12/10/2020	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights	1010 · Pacific Premier C...	-1,497.67	-3,322.13
Deposit	12/14/2020	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights	1010 · Pacific Premier C...	-1,310.90	-4,633.03
Deposit	12/21/2020	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights	1010 · Pacific Premier C...	-71.41	-4,704.44
Deposit	12/31/2020	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights	1010 · Pacific Premier C...	-145.70	-4,850.14
Total Lights					
				-4,850.14	-4,850.14
Sanitary					
Deposit	12/01/2020	Sani Rec	1010 · Pacific Premier C...	-1,624.29	-1,624.29
Deposit	12/01/2020	Rate Assistance	1010 · Pacific Premier C...	14.56	-1,609.73
Deposit	12/01/2020	Other 1	1010 · Pacific Premier C...	0.00	-1,609.73
Deposit	12/01/2020	Other 2	1010 · Pacific Premier C...	-131.42	-1,741.15
Deposit	12/02/2020	Sani Rec	1010 · Pacific Premier C...	-216.94	-1,958.09
Deposit	12/02/2020	Rate Assistance	1010 · Pacific Premier C...	0.00	-1,958.09
Deposit	12/02/2020	Other 1	1010 · Pacific Premier C...	0.00	-1,958.09
Deposit	12/02/2020	Other 2	1010 · Pacific Premier C...	0.00	-1,958.09
Deposit	12/03/2020	Sani Rec	1010 · Pacific Premier C...	-3,139.26	-5,097.35
Deposit	12/03/2020	Rate Assistance	1010 · Pacific Premier C...	35.79	-5,061.56
Deposit	12/03/2020	Other 1	1010 · Pacific Premier C...	0.00	-5,061.56
Deposit	12/03/2020	Other 2	1010 · Pacific Premier C...	-95.00	-5,156.56
Deposit	12/04/2020	Sani Rec	1010 · Pacific Premier C...	-197.18	-5,353.74
Deposit	12/04/2020	Rate Assistance	1010 · Pacific Premier C...	19.95	-5,333.79
Deposit	12/04/2020	Other 1	1010 · Pacific Premier C...	0.00	-5,333.79
Deposit	12/04/2020	Other 2	1010 · Pacific Premier C...	0.00	-5,333.79
Deposit	12/05/2020	Sani Rec	1010 · Pacific Premier C...	-81.95	-5,415.74
Deposit	12/05/2020	Rate Assistance	1010 · Pacific Premier C...	0.00	-5,415.74
Deposit	12/05/2020	Other 1	1010 · Pacific Premier C...	0.00	-5,415.74

Avila Beach Community Services District
Deposits by Fund
 December 2020

01/06/21

Type	Date	Memo	Split	Amount	Balance
Deposit	12/05/2020	Other 2	1010 · Pacific Premier C...	0.00	-5,415.74
Deposit	12/06/2020	Sani Rec	1010 · Pacific Premier C...	-209.02	-5,624.76
Deposit	12/06/2020	Rate Assistance	1010 · Pacific Premier C...	7.28	-5,617.48
Deposit	12/06/2020	Other 1	1010 · Pacific Premier C...	0.00	-5,617.48
Deposit	12/06/2020	Other 2	1010 · Pacific Premier C...	0.00	-5,617.48
Deposit	12/07/2020	Sani Rec	1010 · Pacific Premier C...	-647.61	-6,265.09
Deposit	12/07/2020	Rate Assistance	1010 · Pacific Premier C...	50.97	-6,214.12
Deposit	12/07/2020	Other 1	1010 · Pacific Premier C...	0.00	-6,214.12
Deposit	12/07/2020	Other 2	1010 · Pacific Premier C...	-52.99	-6,267.11
Deposit	12/07/2020	TCF FY 21 NOV ME - Waste	1010 · Pacific Premier C...	-36,078.76	-42,345.87
Deposit	12/07/2020	Community Park Restrooms 10/28 - 11/25/20	1010 · Pacific Premier C...	-304.88	-42,650.75
Deposit	12/08/2020	Sani Rec	1010 · Pacific Premier C...	-514.66	-43,165.41
Deposit	12/08/2020	Rate Assistance	1010 · Pacific Premier C...	9.98	-43,155.43
Deposit	12/08/2020	Other 1	1010 · Pacific Premier C...	0.00	-43,155.43
Deposit	12/08/2020	Other 2	1010 · Pacific Premier C...	0.00	-43,155.43
Deposit	12/09/2020	Sani Rec	1010 · Pacific Premier C...	-1,572.70	-44,728.13
Deposit	12/09/2020	Rate Assistance	1010 · Pacific Premier C...	39.27	-44,688.86
Deposit	12/09/2020	Other 1	1010 · Pacific Premier C...	0.00	-44,688.86
Deposit	12/09/2020	Other 2	1010 · Pacific Premier C...	8.23	-44,680.63
Deposit	12/10/2020	Community Park Restrooms 10/28 - 11/25/20	1010 · Pacific Premier C...	-304.88	-44,985.51
Deposit	12/10/2020	F:0895 A:0760 - CURR SECURED TAX	1010 · Pacific Premier C...	-29,739.46	-74,724.97
Deposit	12/10/2020	Sani Rec	1010 · Pacific Premier C...	-1,174.79	-75,899.76
Deposit	12/10/2020	Rate Assistance	1010 · Pacific Premier C...	43.69	-75,856.07
Deposit	12/10/2020	Other 1	1010 · Pacific Premier C...	0.00	-75,856.07
Deposit	12/10/2020	Other 2	1010 · Pacific Premier C...	-35.09	-75,891.16
Deposit	12/10/2020	ACH Booked separately 12/10/20 Community Park Restrooms 10/28 - ...	1010 · Pacific Premier C...	304.88	-75,586.28
Deposit	12/11/2020	Sani Rec	1010 · Pacific Premier C...	-199.13	-75,785.41
Deposit	12/11/2020	Rate Assistance	1010 · Pacific Premier C...	0.00	-75,785.41
Deposit	12/11/2020	Other 1	1010 · Pacific Premier C...	0.00	-75,785.41
Deposit	12/11/2020	Other 2	1010 · Pacific Premier C...	0.00	-75,785.41
Deposit	12/12/2020	Sani Rec	1010 · Pacific Premier C...	-163.10	-75,948.51
Deposit	12/12/2020	Rate Assistance	1010 · Pacific Premier C...	12.67	-75,935.84
Deposit	12/12/2020	Other 1	1010 · Pacific Premier C...	0.00	-75,935.84
Deposit	12/12/2020	Other 2	1010 · Pacific Premier C...	0.00	-75,935.84
Deposit	12/13/2020	Sani Rec	1010 · Pacific Premier C...	-140.14	-76,075.98
Deposit	12/13/2020	Rate Assistance	1010 · Pacific Premier C...	0.00	-76,075.98
Deposit	12/13/2020	Other 1	1010 · Pacific Premier C...	0.00	-76,075.98
Deposit	12/13/2020	Other 2	1010 · Pacific Premier C...	0.00	-76,075.98
Deposit	12/14/2020	F:0895 A:0760 - CURR SECURED TAX	1010 · Pacific Premier C...	-26,030.78	-102,106.76
Deposit	12/14/2020	Sani Rec	1010 · Pacific Premier C...	-4,086.92	-106,193.68
Deposit	12/14/2020	Rate Assistance	1010 · Pacific Premier C...	390.86	-105,802.82

Avila Beach Community Services District
Deposits by Fund
 December 2020

01/06/21

Type	Date	Memo	Split	Amount	Balance
Deposit	12/14/2020	Other 1	1010 · Pacific Premier C...	0.00	-105,802.82
Deposit	12/14/2020	Other 2	1010 · Pacific Premier C...	-52.16	-105,854.98
Deposit	12/15/2020	Sani Rec	1010 · Pacific Premier C...	-2,095.46	-107,950.44
Deposit	12/15/2020	Rate Assistance	1010 · Pacific Premier C...	29.92	-107,920.52
Deposit	12/15/2020	Other 1	1010 · Pacific Premier C...	94.46	-107,826.06
Deposit	12/15/2020	Other 2	1010 · Pacific Premier C...	-58.13	-107,884.19
Deposit	12/16/2020	Sani Rec	1010 · Pacific Premier C...	-647.50	-108,531.69
Deposit	12/16/2020	Rate Assistance	1010 · Pacific Premier C...	31.82	-108,499.87
Deposit	12/16/2020	Other 1	1010 · Pacific Premier C...	0.00	-108,499.87
Deposit	12/16/2020	Other 2	1010 · Pacific Premier C...	-304.88	-108,804.75
Deposit	12/17/2020	Sani Rec	1010 · Pacific Premier C...	-754.23	-109,558.98
Deposit	12/17/2020	Rate Assistance	1010 · Pacific Premier C...	0.00	-109,558.98
Deposit	12/17/2020	Other 1	1010 · Pacific Premier C...	0.00	-109,558.98
Deposit	12/17/2020	Other 2	1010 · Pacific Premier C...	-114.76	-109,673.74
Deposit	12/18/2020	Sani Rec	1010 · Pacific Premier C...	-9,587.73	-119,261.47
Deposit	12/18/2020	Rate Assistance	1010 · Pacific Premier C...	24.54	-119,236.93
Deposit	12/18/2020	Other 1	1010 · Pacific Premier C...	0.00	-119,236.93
Deposit	12/18/2020	Other 2	1010 · Pacific Premier C...	798.27	-118,438.66
Deposit	12/19/2020	Sani Rec	1010 · Pacific Premier C...	-75.14	-118,513.80
Deposit	12/19/2020	Rate Assistance	1010 · Pacific Premier C...	0.00	-118,513.80
Deposit	12/19/2020	Other 1	1010 · Pacific Premier C...	0.00	-118,513.80
Deposit	12/19/2020	Other 2	1010 · Pacific Premier C...	0.00	-118,513.80
Deposit	12/20/2020	Sani Rec	1010 · Pacific Premier C...	-76.80	-118,590.60
Deposit	12/20/2020	Rate Assistance	1010 · Pacific Premier C...	15.36	-118,575.24
Deposit	12/20/2020	Other 1	1010 · Pacific Premier C...	0.00	-118,575.24
Deposit	12/20/2020	Other 2	1010 · Pacific Premier C...	0.00	-118,575.24
Deposit	12/21/2020	Sani Rec	1010 · Pacific Premier C...	-186.06	-118,761.30
Deposit	12/21/2020	Rate Assistance	1010 · Pacific Premier C...	4.59	-118,756.71
Deposit	12/21/2020	Other 1	1010 · Pacific Premier C...	0.00	-118,756.71
Deposit	12/21/2020	Other 2	1010 · Pacific Premier C...	-190.25	-118,946.96
Deposit	12/21/2020	F:0895 A:0760 - CURR UTILITY TAX	1010 · Pacific Premier C...	-29,760.79	-148,707.75
Deposit	12/24/2020	Sani Rec	1010 · Pacific Premier C...	-113.22	-148,820.97
Deposit	12/24/2020	Rate Assistance	1010 · Pacific Premier C...	0.00	-148,820.97
Deposit	12/24/2020	Other 1	1010 · Pacific Premier C...	0.00	-148,820.97
Deposit	12/24/2020	Other 2	1010 · Pacific Premier C...	0.00	-148,820.97
Deposit	12/29/2020	Sani Rec	1010 · Pacific Premier C...	-6,590.61	-155,411.58
Deposit	12/29/2020	Rate Assistance	1010 · Pacific Premier C...	41.81	-155,369.77
Deposit	12/29/2020	Other 1	1010 · Pacific Premier C...	0.00	-155,369.77
Deposit	12/29/2020	Other 2	1010 · Pacific Premier C...	46.64	-155,323.13
Deposit	12/30/2020	Sani Rec	1010 · Pacific Premier C...	-418.06	-155,741.19
Deposit	12/30/2020	Rate Assistance	1010 · Pacific Premier C...	7.28	-155,733.91

Avila Beach Community Services District
Deposits by Fund
 December 2020

01/06/21

Type	Date	Memo	Split	Amount	Balance
Deposit	12/30/2020	Other 1	1010 · Pacific Premier C...	0.00	-155,733.91
Deposit	12/30/2020	Other 2	1010 · Pacific Premier C...	0.00	-155,733.91
Deposit	12/31/2020	F:0895 A:0760 - CURR SECURED TAX	1010 · Pacific Premier C...	-2,893.16	-158,627.07
Deposit	12/31/2020	Sani Rec	1010 · Pacific Premier C...	-722.10	-159,349.17
Deposit	12/31/2020	Rate Assistance	1010 · Pacific Premier C...	0.00	-159,349.17
Deposit	12/31/2020	Other 1	1010 · Pacific Premier C...	0.00	-159,349.17
Deposit	12/31/2020	Other 2	1010 · Pacific Premier C...	79.46	-159,269.71
Deposit	12/31/2020	\$ 371.81 BALANCE ADJ Ccs	1010 · Pacific Premier C...	-185.90	-159,455.61
Total Sanitary				-159,455.61	-159,455.61
Solid Waste					
Deposit	12/29/2020	Waste Connections Franchise Fee SW	1010 · Pacific Premier C...	-2,032.27	-2,032.27
Total Solid Waste				-2,032.27	-2,032.27
Water					
Deposit	12/01/2020	Water Rec	1010 · Pacific Premier C...	-1,634.52	-1,634.52
Deposit	12/01/2020	Rate Assistance	1010 · Pacific Premier C...	22.40	-1,612.12
Deposit	12/01/2020	Other 1	1010 · Pacific Premier C...	0.00	-1,612.12
Deposit	12/01/2020	Other 2	1010 · Pacific Premier C...	0.00	-1,612.12
Deposit	12/02/2020	Water Rec	1010 · Pacific Premier C...	-199.99	-1,812.11
Deposit	12/02/2020	Rate Assistance	1010 · Pacific Premier C...	0.00	-1,812.11
Deposit	12/02/2020	Other 1	1010 · Pacific Premier C...	0.00	-1,812.11
Deposit	12/02/2020	Other 2	1010 · Pacific Premier C...	0.00	-1,812.11
Deposit	12/03/2020	Water Rec	1010 · Pacific Premier C...	-1,641.41	-3,453.52
Deposit	12/03/2020	Rate Assistance	1010 · Pacific Premier C...	39.76	-3,413.76
Deposit	12/03/2020	Other 1	1010 · Pacific Premier C...	0.00	-3,413.76
Deposit	12/03/2020	Other 2	1010 · Pacific Premier C...	0.00	-3,413.76
Deposit	12/04/2020	Water Rec	1010 · Pacific Premier C...	-247.74	-3,661.50
Deposit	12/04/2020	Rate Assistance	1010 · Pacific Premier C...	24.02	-3,637.48
Deposit	12/04/2020	Other 1	1010 · Pacific Premier C...	0.00	-3,637.48
Deposit	12/04/2020	Other 2	1010 · Pacific Premier C...	0.00	-3,637.48
Deposit	12/05/2020	Water Rec	1010 · Pacific Premier C...	-159.84	-3,797.32
Deposit	12/05/2020	Rate Assistance	1010 · Pacific Premier C...	0.00	-3,797.32
Deposit	12/05/2020	Other 1	1010 · Pacific Premier C...	0.00	-3,797.32
Deposit	12/05/2020	Other 2	1010 · Pacific Premier C...	0.00	-3,797.32
Deposit	12/06/2020	Water Rec	1010 · Pacific Premier C...	-288.00	-4,085.32
Deposit	12/06/2020	Rate Assistance	1010 · Pacific Premier C...	11.20	-4,074.12
Deposit	12/06/2020	Other 1	1010 · Pacific Premier C...	0.00	-4,074.12
Deposit	12/06/2020	Other 2	1010 · Pacific Premier C...	0.00	-4,074.12

Avila Beach Community Services District
Deposits by Fund
 December 2020

01/06/21

Type	Date	Memo	Split	Amount	Balance
Deposit	12/07/2020	Water Rec	1010 · Pacific Premier C...	-1,166.44	-5,240.56
Deposit	12/07/2020	Rate Assistance	1010 · Pacific Premier C...	79.92	-5,160.64
Deposit	12/07/2020	Other 1	1010 · Pacific Premier C...	0.00	-5,160.64
Deposit	12/07/2020	Other 2	1010 · Pacific Premier C...	0.00	-5,160.64
Deposit	12/07/2020	TCF FY 21 NOV ME - IMPR # 1 - Gen . 70, Water .25, Lights .05	1010 · Pacific Premier C...	-9,122.27	-14,282.91
Deposit	12/07/2020	San Juan Irrigation 10/28 - 11/25/20	1010 · Pacific Premier C...	-978.39	-15,261.30
Deposit	12/07/2020	Community Park Restrooms 10/28 - 11/25/20	1010 · Pacific Premier C...	-219.84	-15,481.14
Deposit	12/07/2020	Front St Irrigation 10/28 - 11/25/20	1010 · Pacific Premier C...	-1,060.08	-16,541.22
Deposit	12/08/2020	Water Rec	1010 · Pacific Premier C...	-718.71	-17,259.93
Deposit	12/08/2020	Rate Assistance	1010 · Pacific Premier C...	12.01	-17,247.92
Deposit	12/08/2020	Other 1	1010 · Pacific Premier C...	0.00	-17,247.92
Deposit	12/08/2020	Other 2	1010 · Pacific Premier C...	0.00	-17,247.92
Deposit	12/09/2020	Water Rec	1010 · Pacific Premier C...	-1,832.20	-19,080.12
Deposit	12/09/2020	Rate Assistance	1010 · Pacific Premier C...	33.32	-19,046.80
Deposit	12/09/2020	Other 1	1010 · Pacific Premier C...	0.00	-19,046.80
Deposit	12/09/2020	Other 2	1010 · Pacific Premier C...	0.00	-19,046.80
Deposit	12/10/2020	San Juan Irrigation 10/28 - 11/25/20	1010 · Pacific Premier C...	-978.39	-20,025.19
Deposit	12/10/2020	Community Park Restrooms 10/28 - 11/25/20	1010 · Pacific Premier C...	-219.84	-20,245.03
Deposit	12/10/2020	Front St Irrigation 10/28 - 11/25/20	1010 · Pacific Premier C...	-1,060.08	-21,305.11
Deposit	12/10/2020	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights	1010 · Pacific Premier C...	-7,488.34	-28,793.45
Deposit	12/10/2020	Water Rec	1010 · Pacific Premier C...	-3,405.06	-32,198.51
Deposit	12/10/2020	Rate Assistance	1010 · Pacific Premier C...	67.20	-32,131.31
Deposit	12/10/2020	Other 1	1010 · Pacific Premier C...	0.00	-32,131.31
Deposit	12/10/2020	Other 2	1010 · Pacific Premier C...	0.00	-32,131.31
Deposit	12/10/2020	ACH Booked separately 12/10/20 Community Park Restrooms 10/28 - ...	1010 · Pacific Premier C...	219.84	-31,911.47
Deposit	12/10/2020	ACH Booked separately 12/10/20 Front St Irrigation 10/28 - 11/25/20	1010 · Pacific Premier C...	1,060.08	-30,851.39
Deposit	12/10/2020	ACH Booked separately 12/10/20 San Juan Park Irrigation 10/28 - 11/...	1010 · Pacific Premier C...	978.39	-29,873.00
Deposit	12/11/2020	Water Rec	1010 · Pacific Premier C...	-240.12	-30,113.12
Deposit	12/11/2020	Rate Assistance	1010 · Pacific Premier C...	0.00	-30,113.12
Deposit	12/11/2020	Other 1	1010 · Pacific Premier C...	0.00	-30,113.12
Deposit	12/11/2020	Other 2	1010 · Pacific Premier C...	0.00	-30,113.12
Deposit	12/12/2020	Water Rec	1010 · Pacific Premier C...	-184.14	-30,297.26
Deposit	12/12/2020	Rate Assistance	1010 · Pacific Premier C...	12.82	-30,284.44
Deposit	12/12/2020	Other 1	1010 · Pacific Premier C...	0.00	-30,284.44
Deposit	12/12/2020	Other 2	1010 · Pacific Premier C...	0.00	-30,284.44
Deposit	12/13/2020	Water Rec	1010 · Pacific Premier C...	-132.21	-30,416.65
Deposit	12/13/2020	Rate Assistance	1010 · Pacific Premier C...	0.00	-30,416.65
Deposit	12/13/2020	Other 1	1010 · Pacific Premier C...	0.00	-30,416.65
Deposit	12/13/2020	Other 2	1010 · Pacific Premier C...	0.00	-30,416.65
Deposit	12/14/2020	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights	1010 · Pacific Premier C...	-6,554.50	-36,971.15
Deposit	12/14/2020	Water Rec	1010 · Pacific Premier C...	-5,810.89	-42,782.04

**Avila Beach Community Services District
Deposits by Fund
December 2020**

01/06/21

Type	Date	Memo	Split	Amount	Balance
Deposit	12/14/2020	Rate Assistance	1010 · Pacific Premier C...	88.52	-42,693.52
Deposit	12/14/2020	Other 1	1010 · Pacific Premier C...	383.80	-42,309.72
Deposit	12/14/2020	Other 2	1010 · Pacific Premier C...	0.00	-42,309.72
Deposit	12/15/2020	Water Rec	1010 · Pacific Premier C...	-2,350.39	-44,660.11
Deposit	12/15/2020	Rate Assistance	1010 · Pacific Premier C...	39.07	-44,621.04
Deposit	12/15/2020	Other 1	1010 · Pacific Premier C...	200.00	-44,421.04
Deposit	12/15/2020	Other 2	1010 · Pacific Premier C...	0.00	-44,421.04
Deposit	12/16/2020	Water Rec	1010 · Pacific Premier C...	-596.13	-45,017.17
Deposit	12/16/2020	Rate Assistance	1010 · Pacific Premier C...	45.61	-44,971.56
Deposit	12/16/2020	Other 1	1010 · Pacific Premier C...	0.00	-44,971.56
Deposit	12/16/2020	Other 2	1010 · Pacific Premier C...	-2,258.30	-47,229.86
Deposit	12/16/2020	ACH SLOCo booked separately 12/10/20, duplicate SLOCo pmt	1010 · Pacific Premier C...	2,563.19	-44,666.67
Deposit	12/17/2020	Water Rec	1010 · Pacific Premier C...	-1,667.68	-46,334.35
Deposit	12/17/2020	Rate Assistance	1010 · Pacific Premier C...	0.00	-46,334.35
Deposit	12/17/2020	Other 1	1010 · Pacific Premier C...	0.00	-46,334.35
Deposit	12/17/2020	Other 2	1010 · Pacific Premier C...	0.00	-46,334.35
Deposit	12/18/2020	Water Rec	1010 · Pacific Premier C...	-7,300.59	-53,634.94
Deposit	12/18/2020	Rate Assistance	1010 · Pacific Premier C...	34.41	-53,600.53
Deposit	12/18/2020	Other 1	1010 · Pacific Premier C...	0.00	-53,600.53
Deposit	12/18/2020	Other 2	1010 · Pacific Premier C...	0.00	-53,600.53
Deposit	12/19/2020	Water Rec	1010 · Pacific Premier C...	-64.08	-53,664.61
Deposit	12/19/2020	Rate Assistance	1010 · Pacific Premier C...	0.00	-53,664.61
Deposit	12/19/2020	Other 1	1010 · Pacific Premier C...	0.00	-53,664.61
Deposit	12/19/2020	Other 2	1010 · Pacific Premier C...	0.00	-53,664.61
Deposit	12/20/2020	Water Rec	1010 · Pacific Premier C...	-68.13	-53,732.74
Deposit	12/20/2020	Rate Assistance	1010 · Pacific Premier C...	13.63	-53,719.11
Deposit	12/20/2020	Other 1	1010 · Pacific Premier C...	0.00	-53,719.11
Deposit	12/20/2020	Other 2	1010 · Pacific Premier C...	0.00	-53,719.11
Deposit	12/21/2020	Water Rec	1010 · Pacific Premier C...	-236.07	-53,955.18
Deposit	12/21/2020	Rate Assistance	1010 · Pacific Premier C...	10.39	-53,944.79
Deposit	12/21/2020	Other 1	1010 · Pacific Premier C...	0.00	-53,944.79
Deposit	12/21/2020	Other 2	1010 · Pacific Premier C...	0.00	-53,944.79
Deposit	12/21/2020	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights ...	1010 · Pacific Premier C...	-357.06	-54,301.85
Deposit	12/24/2020	Water Rec	1010 · Pacific Premier C...	-124.11	-54,425.96
Deposit	12/24/2020	Rate Assistance	1010 · Pacific Premier C...	0.00	-54,425.96
Deposit	12/24/2020	Other 1	1010 · Pacific Premier C...	0.00	-54,425.96
Deposit	12/24/2020	Other 2	1010 · Pacific Premier C...	0.00	-54,425.96
Deposit	12/29/2020	Water Rec	1010 · Pacific Premier C...	-6,599.23	-61,025.19
Deposit	12/29/2020	Rate Assistance	1010 · Pacific Premier C...	57.62	-60,967.57
Deposit	12/29/2020	Other 1	1010 · Pacific Premier C...	0.00	-60,967.57
Deposit	12/29/2020	Other 2	1010 · Pacific Premier C...	0.00	-60,967.57

Avila Beach Community Services District
Deposits by Fund
 December 2020

01/06/21

Type	Date	Memo	Split	Amount	Balance
Deposit	12/30/2020	Water Rec	1010 · Pacific Premier C...	-601.63	-61,569.20
Deposit	12/30/2020	Rate Assistance	1010 · Pacific Premier C...	11.20	-61,558.00
Deposit	12/30/2020	Other 1	1010 · Pacific Premier C...	0.00	-61,558.00
Deposit	12/30/2020	Other 2	1010 · Pacific Premier C...	0.00	-61,558.00
Deposit	12/31/2020	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25, Lights	1010 · Pacific Premier C...	-728.49	-62,286.49
Deposit	12/31/2020	Water Rec	1010 · Pacific Premier C...	-758.70	-63,045.19
Deposit	12/31/2020	Rate Assistance	1010 · Pacific Premier C...	0.00	-63,045.19
Deposit	12/31/2020	Other 1	1010 · Pacific Premier C...	0.00	-63,045.19
Deposit	12/31/2020	Other 2	1010 · Pacific Premier C...	0.00	-63,045.19
Deposit	12/31/2020	\$ 371.81 BALANCE ADJ CCs	1010 · Pacific Premier C...	-185.91	-63,231.10
Total Water				-63,231.10	-63,231.10
TOTAL				-298,772.77	-298,772.77



FLUID RESOURCE MANAGEMENT

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

Statement

Date
1/1/21

Phone # 805.597.7100 Fax # 805.597.7171

California Certified Small Business #1120142

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

Amount Due	Amount Enc.
\$80,774.34	

Date	Transaction	Amount	Balance		
11/30/20	INV #W19890. Orig. Amount \$19,686.08.	19,686.08	76,161.48		
11/30/20	W19963 Maint Street Shutdown- INV #W19963. Orig. Amount \$232.18.	232.18	76,393.66		
11/30/20	W20010 Booster Pump Fail to Run Callout- INV #W20010. Orig. Amount \$318.18.	318.18	76,711.84		
11/30/20	W20012 Clarifier Light Fixture Replacemen- INV #W20012. Orig. Amount \$785.00.	785.00	77,496.84		
12/23/20	W20055 Sludge Pump- INV #W20055. Orig. Amount \$496.03.	496.03	77,992.87		
11/30/20	W20110 San Antonio St. Main Shut Down Pro- INV #W20110. Orig. Amount \$446.45.	446.45	78,439.32		
12/29/20	W20128 Generator Refueling- INV #W20128. Orig. Amount \$1,272.52.	1,272.52	79,711.84		
12/29/20	W20230 Fill Valve Repairs- INV #W20230. Orig. Amount \$1,062.50.	1,062.50	80,774.34		
CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
25,782.56	54,817.36	174.42	0.00	0.00	\$80,774.34

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

	<u>Jan 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash Summary	
1005 · Customer Cash	60.00
1008 · Petty Cash	88.02
1010 · Pacific Premier Checking	1,261,943.13
1050 · LAIF	<u>3,124,540.39</u>
Total 1000 · Cash Summary	<u>4,386,631.54</u>
Total Checking/Savings	4,386,631.54
Accounts Receivable	
1200 · *Accounts Receivable	<u>32,096.00</u>
Total Accounts Receivable	32,096.00
Other Current Assets	
1250 · Receivables	
1255 · Interest Receivable	19,364.33
1270 · Taxes Receivable	9,530.07
1280 · Water & Sewer Billings	<u>85,522.25</u>
Total 1250 · Receivables	<u>114,416.65</u>
1400 · Prepaid Summary	
1410 · Prepaid Insurance	<u>10,849.11</u>
Total 1400 · Prepaid Summary	<u>10,849.11</u>
Total Other Current Assets	<u>125,265.76</u>
Total Current Assets	4,543,993.30
Fixed Assets	
1600 · Fixed Assets & Acc. Depr.	
1605 · Office Equipment	
1606 · Copier Samsung 2012	8,233.58
1609 · Office Equipment Accum Depr	<u>-8,233.58</u>
Total 1605 · Office Equipment	0.00
1610 · Fixed Asset -Office & Admin.	
1612 · Office Furniture cost	4,526.21
1614 · Office Furniture Accum Dep.	<u>-4,526.21</u>
Total 1610 · Fixed Asset -Office & Admin.	0.00
1620 · Fixed Assets - Sanitary	
1622 · Land	60,314.10
1626 · Collection Assets	

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

	<u>Jan 31, 21</u>
1627 · Collection Assets Cost	1,318,875.26
1628 · Collect Assets Accum Depr	-497,174.62
Total 1626 · Collection Assets	821,700.64
1630 · Disposal Equipment	
1631 · Disposal Equip Cost	611,174.66
1632 · Disposal Equip Accum Depr	-264,042.83
Total 1630 · Disposal Equipment	347,131.83
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	976,364.71
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	588,047.60
Total 1620 · Fixed Assets - Sanitary	2,793,558.88
1650 · Fixed Assets - Water	
1652 · Equipment	
1653 · Equipment Cost	21,136.28
1654 · Equipment Accum Depr	-21,136.28
1652 · Equipment - Other	74.79
Total 1652 · Equipment	74.79
1656 · Distribution Assets	
1657 · Distribution Assets Cost	1,263,996.77
1658 · Dist Assets Accum Depr	-657,239.98
Total 1656 · Distribution Assets	606,756.79
Total 1650 · Fixed Assets - Water	606,831.58
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	35,715.88
1690 · Construction in Progress	66,397.23
Total 1600 · Fixed Assets & Acc. Depr.	3,502,503.57

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

	<u>Jan 31, 21</u>
Total Fixed Assets	3,502,503.57
Other Assets	
1800 · Deferred Outflows of Resources	27,497.00
Total Other Assets	27,497.00
TOTAL ASSETS	<u><u>8,073,993.87</u></u>
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	177,730.13
3900 · Retained Earnings	7,670,171.36
Net Income	27,480.89
Total Equity	7,875,382.38
TOTAL LIABILITIES & EQUITY	<u><u>8,073,993.87</u></u>

Avila Beach Community Services District
Profit & Loss
January 2021

	<u>Jan 21</u>
Ordinary Income/Expense	
Income	
4000 · Income Summary	
4010 · Operating Revenue	61,271.36
4012 · Solid Waste Franchise Fee	1,680.86
4030 · County Taxes	94,742.61
4600 · Interest Income	4,932.50
	<hr/>
Total 4000 · Income Summary	162,627.33
	<hr/>
Total Income	162,627.33
	<hr/>
Gross Profit	162,627.33
	<hr/>
Expense	
5100 · Merchant Credit Card Fees	
5110 · Amex	18.90
5120 · Chase Paymentech	127.43
5140 · Invoice Cloud	363.57
	<hr/>
Total 5100 · Merchant Credit Card Fees	509.90
	<hr/>
5200 · Payroll Expenses	
5210 · Gross Wages	
5211 · Regular Pay	2,989.32
5012 · Holiday Pay	374.64
5014 · Sick Pay	0.00
5016 · Vacation Pay	0.00
	<hr/>
Total 5210 · Gross Wages	3,363.96
	<hr/>
5230 · Payroll Taxes	127.00
	<hr/>
5240 · Health & Medical Exp.	
5242 · Health Ins / Other	800.00
	<hr/>
Total 5240 · Health & Medical Exp.	800.00
	<hr/>
5250 · PERS Company Pd Expense	
5256 · PERS Co Pd Kristi	415.26
	<hr/>
Total 5250 · PERS Company Pd Expe...	415.26
	<hr/>
5280 · Payroll Administration & Misc.	255.37
	<hr/>
Total 5200 · Payroll Expenses	4,961.59
	<hr/>
6000 · Administrative Overheads	

Avila Beach Community Services District
Profit & Loss
January 2021

	<u>Jan 21</u>
6102 · Accounting	1,320.00
6120 · Dues & Subscriptions	14.99
6135 · Legal	2,160.00
6140 · Office Supplies & Postage	
6142 · Postage & Shipping	310.47
6143 · Supplies, Office	816.74
	<hr/>
Total 6140 · Office Supplies & Postage	1,127.21
6150 · Rate Assistance	936.59
	<hr/>
Total 6000 · Administrative Overheads	5,558.79
6500 · Operating Expenses	
6503 · Chemicals	7,025.20
6505 · Contract Labor O & M	20,474.64
6506 · Contract Labor GM	4,857.50
6507 · Contract Labor Civil Engineer	6,670.00
6518 · Equipment Expense	1,399.99
6520 · Equipment Repair & Maint.	
6522 · Equip. Rep. & Maint-Avila & HD	34,318.06
6524 · Equip. Rep. & Maint. Avila Only	5,266.97
	<hr/>
Total 6520 · Equipment Repair & Maint.	39,585.03
6530 · Generator Maintenance	330.00
6535 · Insurance P/L	1,919.00
6540 · Lab Tests	6,799.00
6542 · Maintenance	1,595.00
6545 · Miscellaneous	900.00
6550 · Operating Supplies	1,474.99
6555 · Permits & Fees	4,042.60
6580 · Solids Handling	2,656.00
6585 · Telephone / Internet	482.69
6590 · Utilities	3,806.86
	<hr/>
Total 6500 · Operating Expenses	104,018.50
6800 · Water	
6805 · State Water	67,489.40
	<hr/>
Total 6800 · Water	67,489.40
	<hr/>
Total Expense	182,538.18
	<hr/>
Net Ordinary Income	-19,910.85
Other Income/Expense	

Avila Beach Community Services District
Profit & Loss
January 2021

	<u>Jan 21</u>
Other Income	
7200 · Non-Operating Income	
7210 · Connection Fees	1,000.00
7220 · CIP Harbor	<u>57,150.00</u>
Total 7200 · Non-Operating Income	<u>58,150.00</u>
Total Other Income	<u>58,150.00</u>
Net Other Income	<u>58,150.00</u>
Net Income	<u><u>38,239.15</u></u>

Avila Beach Community Services District
Checks by Fund w/Accounts

January 2021

02/02/21

Type	Date	Num	Name	Memo	Account	Amount	Balance
General / Admin							
Check	01/04/2021	2862	Hagemann & Associates	Inv. #1123 Dec 6th - 19th, 2020	6506 · Contract Labor GM	1,015.00	1,015.00
Check	01/04/2021	2863	Hagemann & Associates	Inv. #1124 Dec 20th, 2020 thru Jan. 2nd, 2021	6506 · Contract Labor GM	1,595.00	2,610.00
Check	01/04/2021	2864	Creative Technologies, Inc.	Inv. 6019 12/2/2020 Run Date Customer Number 8...	6142 · Postage & Shipping	156.42	2,766.42
Check	01/05/2021	EFT	Adobe.com	merchant cc fees	6120 · Dues & Subscriptions	14.99	2,781.41
Check	01/05/2021	EFT	Paymentech	Amex	5120 · Chase Paymentech	13.43	2,794.84
Check	01/05/2021	EFT	American Express Discount		5110 · Amex	18.90	2,813.74
Check	01/06/2021		Staples		6143 · Supplies, Office	232.28	3,046.02
Check	01/06/2021	2868	Nikki Engle Bookkeeping	Inv. 2617 12/30/2020	6102 · Accounting	720.00	3,766.02
Check	01/06/2021	EFT	Staples	1099s, binders, yr end	6143 · Supplies, Office	153.44	3,919.46
Check	01/06/2021	EFT	Paymentech	merchant cc fees	5120 · Chase Paymentech	19.60	3,939.06
Check	01/06/2021	EFT	On the Spot Cleaning		6505 · Contract Labor O & M	295.00	4,234.06
Check	01/07/2021	EFT	Paymentech	merchant cc fees	5120 · Chase Paymentech	17.05	4,251.11
Check	01/10/2021	EFT	Cal Tec Computers	computer repairs	6524 · Equip. Rep. & Maint. A...	40.00	4,291.11
Check	01/11/2021	EFT	InvoiceCloud	Invoice Cloud merchant fees	5140 · Invoice Cloud	363.57	4,654.68
Check	01/12/2021		Grand Awards	name plate	6143 · Supplies, Office	15.09	4,669.77
Check	01/12/2021		Brezden Pest		6542 · Maintenance	1,275.00	5,944.77
Check	01/13/2021	EFT	Paymentech	merchant cc fees	5120 · Chase Paymentech	11.79	5,956.56
Check	01/13/2021		Ultrex	Konica Minolta C360i Copy Machine	6550 · Operating Supplies	202.47	6,159.03
Check	01/13/2021		Intuit QuickBooks	QB Premier 2021 3 users (833) 830-9255	6518 · Equipment Expense	1,399.99	7,559.02
Check	01/14/2021	2872	Creative Technologies, Inc.	Inv. 6099 Run Date 12/31/2020 Customer Number ...	6142 · Postage & Shipping	154.05	7,713.07
Check	01/14/2021		U.S. Postal Service	500 personalized, stamped envelopes	6143 · Supplies, Office	335.30	8,048.37
Check	01/15/2021	EFT	Paymentech	merchant cc fees	5120 · Chase Paymentech	10.15	8,058.52
Check	01/15/2021		Staples		6143 · Supplies, Office	18.18	8,076.70
Check	01/19/2021	2879	Petty Cash	Petty Cash Replacement	1008 · Petty Cash	80.00	8,156.70
Check	01/20/2021		Cal Tec Computers		6524 · Equip. Rep. & Maint. A...	119.00	8,275.70
Check	01/20/2021		Brezden Pest		6542 · Maintenance	65.00	8,340.70
Check	01/21/2021		Staples		6143 · Supplies, Office	38.99	8,379.69
Check	01/21/2021		Paymentech	merchant cc fees	5120 · Chase Paymentech	55.41	8,435.10
Check	01/22/2021		Staples		6143 · Supplies, Office	5.14	8,440.24
Check	01/25/2021		PG&E	100 San Luis St.	6590 · Utilities	195.95	8,636.19
Check	01/25/2021	2880	Hagemann & Associates	Inv. 1128 Jan 3 - 16, 2021 GM	6506 · Contract Labor GM	2,247.50	10,883.69
Check	01/25/2021	EFT	Spectrum	Acct.#. 8245100980033571	6585 · Telephone / Internet	214.95	11,098.64
Check	01/26/2021	2881	Michael W. Seitz, Attorney at Law	Meetings	6135 · Legal	936.00	12,034.64
Check	01/26/2021	2881	Michael W. Seitz, Attorney at Law	General Legal Counsel for Attorney Search	6135 · Legal	1,224.00	13,258.64
Check	01/26/2021	2883	Coastline Cleaning Co.	Office Maintenance Inv. 2199 (Dec 2020)	6542 · Maintenance	165.00	13,423.64
Check	01/26/2021	2883	Coastline Cleaning Co.	Exterior Clean Up of Leaves, Sand and Debris Inv. ...	6542 · Maintenance	25.00	13,448.64
Check	01/26/2021	2886	Nikki Engle Bookkeeping	Inv. 2637 1/13/2021	6102 · Accounting	600.00	14,048.64
Check	01/26/2021		Brezden Pest		6542 · Maintenance	65.00	14,113.64
Check	01/27/2021	EFT	Public Employees Retirement System	Kristi 12/16 - 12/31/20	2250 · PERS Liability	112.20	14,225.84
Check	01/27/2021	EFT	Public Employees Retirement System	Kristi 12/16 - 12/31/20	5256 · PERS Co Pd Kristi	136.34	14,362.18
Check	01/27/2021	EFT	Public Employees Retirement System	Kristi 1/1 - 1/15/21	2250 · PERS Liability	213.66	14,575.84
Check	01/27/2021	EFT	Public Employees Retirement System	Kristi 1/1 - 1/15/21	5256 · PERS Co Pd Kristi	34.88	14,610.72
Check	01/27/2021	EFT	Public Employees Retirement System	Kristi 1/16 - 1/31/21	2250 · PERS Liability	206.84	14,817.56
Check	01/27/2021	EFT	Public Employees Retirement System	Kristi 1/16 - 1/31/21	5256 · PERS Co Pd Kristi	33.79	14,851.35
Check	01/27/2021		Staples		6143 · Supplies, Office	18.32	14,869.67
Total General / Admin							14,869.67
Lights							
Check	01/04/2021	EFT	PG&E	Colony Lights acct # 5992155362-0	6590 · Utilities	101.87	101.87

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

02/02/21

Type	Date	Num	Name	Memo	Account	Amount	Balance
Check	01/04/2021	EFT	PG&E	Town Lights acct # 0690976984-3	6590 · Utilities	409.76	511.63
Check	01/14/2021	2873	Pacific Gas & Electric	Street Light Bulbs & Shields	6545 · Miscellaneous	900.00	1,411.63
Check	01/25/2021	EFT	PG&E	Front St. Lights acct# 5796765606-7	6590 · Utilities	398.40	1,810.03
Total Lights							
Sanitary							
Check	01/04/2021	EFT	South County Sanitary Service	Acct. Number 4120-3104357 2 Yd Dumpster	6590 · Utilities	134.96	134.96
Check	01/04/2021	2862	Hagemann & Associates	Contract Labor Sanitary System	6507 · Contract Labor Civil E...	2,175.00	2,309.96
Check	01/04/2021	2863	Hagemann & Associates	Contract Labor Sanitary System	6507 · Contract Labor Civil E...	580.00	2,889.96
Check	01/04/2021	2865	Miners Ace Hardware	Acct: 126380 12/31/20	6524 · Equip. Rep. & Maint. A...	276.79	3,166.75
Check	01/05/2021	EFT	CCH Pools	Derek Ehinger Inv. 2020-8530 chlorine tablets 50 l...	6522 · Equip. Rep. & Maint...	245.67	3,412.42
Check	01/06/2021	2866	San Luis Powerhouse, Inc.	Inv. 44077 6/8/2020 WWTP Generator Quarterly T...	6530 · Generator Maintenance	165.00	3,577.42
Check	01/06/2021	2866	San Luis Powerhouse, Inc.	Inv. 44078 Lift Station Generator Quarterly Testing	6530 · Generator Maintenance	165.00	3,742.42
Check	01/06/2021	2867	Brenntag Pacific, Inc.	Inv. 3209750 12/24/2020 BPI 320750	6503 · Chemicals	682.93	4,425.35
Check	01/06/2021	2867	Brenntag Pacific, Inc.	Inv. 3209749 12/18/2020 BPI 106719	6503 · Chemicals	791.95	5,217.30
Check	01/06/2021	2867	Brenntag Pacific, Inc.	Inv. 3209748 12/10/2020 BPI 104521	6503 · Chemicals	796.17	6,013.47
Check	01/06/2021	2867	Brenntag Pacific, Inc.	Inv. 3209747 12/03/2020 BPI 103084	6503 · Chemicals	894.22	6,907.69
Check	01/06/2021	2867	Brenntag Pacific, Inc.	Inv. 3200300 11/26/2020 BPI 101269	6503 · Chemicals	1,020.45	7,928.14
Check	01/06/2021	2869	Abalone Coast Analytical, Inc.	Statement 5115 12/01/2020	6540 · Lab Tests	3,041.00	10,969.14
Check	01/07/2021	2871	Fluid Resource Management, Inc.	Nov 2020 Ops. Sanitary Inv. F20293	6505 · Contract Labor O & M	15,136.72	26,105.86
Check	01/07/2021	2871	Fluid Resource Management, Inc.	Chemicals for Water System A20222	6503 · Chemicals	95.75	26,201.61
Check	01/07/2021	2871	Fluid Resource Management, Inc.	A202323 WWTP Keyboard replaced. Activity Logs...	6522 · Equip. Rep. & Maint...	369.68	26,571.29
Check	01/07/2021	2871	Fluid Resource Management, Inc.	Collection System W19598 Scada Board Issues	6524 · Equip. Rep. & Maint. A...	2,771.87	29,343.16
Check	01/07/2021	2871	Fluid Resource Management, Inc.	Eye Wash Station & Primary Motor Fan Cover W1...	6522 · Equip. Rep. & Maint...	260.00	29,603.16
Check	01/07/2021	2871	Fluid Resource Management, Inc.	W19668-1 Recirc. Pump & Meter Install	6522 · Equip. Rep. & Maint...	12,444.40	42,047.56
Check	01/07/2021	2871	Fluid Resource Management, Inc.	W19890 Sec. Sed.	6522 · Equip. Rep. & Maint...	19,686.08	61,733.64
Check	01/07/2021	2871	Fluid Resource Management, Inc.	W20012 Clarifier Light Fixture Replacement	6522 · Equip. Rep. & Maint...	785.00	62,518.64
Check	01/07/2021	2871	Fluid Resource Management, Inc.	W20055 Sludge Pump Rotation and Valve repair	6522 · Equip. Rep. & Maint...	496.03	63,014.67
Check	01/07/2021	2871	Fluid Resource Management, Inc.	W20128 Generator Retueling	6550 · Operating Supplies	1,272.52	64,287.19
Check	01/14/2021	EFT	AT&T	acct # 287272916182	6585 · Telephone / Internet	23.50	64,310.69
Check	01/14/2021	2874	Abalone Coast Analytical, Inc.	Statement 5142 1/5/2021	6540 · Lab Tests	3,758.00	68,068.69
Check	01/14/2021	2875	Speed's, Inc.	Inv. # 64560 12/15/2020	6580 · Solids Handling	1,328.00	69,396.69
Check	01/14/2021	2877	Brenntag Pacific, Inc.	Inv. #8958316 Customer # 830775	6503 · Chemicals	879.61	70,276.30
Check	01/14/2021	2878	Ferguson Enterprises	acct # x 0885 Internet	6522 · Equip. Rep. & Maint...	31.20	70,307.50
Check	01/16/2021	EFT	AT&T	atct # San Fran St. pump	6585 · Telephone / Internet	58.85	70,366.35
Check	01/25/2021	EFT	PG&E	Civil Engineering Sanitary System	6590 · Utilities	2,296.52	72,662.87
Check	01/25/2021	2880	Hagemann & Associates	Lift Station acct# 6338432238-2	6507 · Contract Labor Civil E...	870.00	73,532.87
Check	01/25/2021	EFT	PG&E	Permit #1035-4 Equipment WWTP	6590 · Utilities	100.00	73,632.87
Check	01/26/2021	2882	SLO CO Air Pollution Control District	Permit #1032-2 Emergency Stand by Engine WWTP	6555 · Permits & Fees	1,087.30	74,720.17
Check	01/26/2021	2882	SLO CO Air Pollution Control District	Permit #2139-1 Lift Station, Inv. 21101	6555 · Permits & Fees	406.70	75,126.87
Check	01/26/2021	2884	Brenntag Pacific, Inc.	Inv. 321881417/2022 BPI 111215	6503 · Chemicals	100.00	75,226.87
Check	01/26/2021	2884	Brenntag Pacific, Inc.	Inv. 3218816 1/14/21 BPI 112874	6503 · Chemicals	966.14	76,193.01
Check	01/26/2021	2885	Speed's, Inc.	Inv. # 64668 1/5/21	6503 · Chemicals	897.98	77,090.99
Check	01/29/2021	EFT	AT&T	acct # 805 595-9416 904 5	6580 · Solids Handling	1,328.00	78,418.99
Total Sanitary							
						78,604.38	78,604.38
Water							
Check	01/04/2021	2862	Hagemann & Associates	Contract Labor Water System	6507 · Contract Labor Civil E...	1,160.00	1,160.00
Check	01/04/2021	2863	Hagemann & Associates	Contract Labor Water System	6507 · Contract Labor Civil E...	580.00	1,740.00

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

02/02/21

Type	Date	Num	Name	Memo	Account	Amount	Balance	
Check	01/06/2021	2870	State Water Board	12/18/2020 Strm No. 4000222 Inv. SM-1030010	6555 · Permits & Fees	2,448.60	4,188.60	
Check	01/07/2021	2871	Fluid Resource Management, Inc.	Nov 2020 Ops. Water Inv. F20293	6505 · Contract Labor O & M	5,042.92	9,231.52	
Check	01/07/2021	2871	Fluid Resource Management, Inc.	W19963 Main Line Shutdown	6524 · Equip. Rep. & Maint. A...	232.18	9,463.70	
Check	01/07/2021	2871	Fluid Resource Management, Inc.	W20010 Booster Pump Fail	6524 · Equip. Rep. & Maint. A...	318.18	9,781.88	
Check	01/07/2021	2871	Fluid Resource Management, Inc.	Hunter Project W20110 Main Line Shutdown on Sa...	6524 · Equip. Rep. & Maint. A...	446.45	10,228.33	
Check	01/07/2021	2871	Fluid Resource Management, Inc.	W20230 Fill Valve Repairs at Water Tank	6524 · Equip. Rep. & Maint. A...	1,062.50	11,290.83	
Check	01/14/2021	2876	SLO County Public Works	Inv. 2782 Dept of Water Resources	6805 · State Water	58,593.40	69,884.23	
Check	01/14/2021	2876	SLO County Public Works	Inv. 2782 Drought Buffer	6805 · State Water	8,896.00	78,780.23	
Check	01/25/2021	EFT	PG&E	1717 Cave Landing Rd.	6590 · Utilities	169.40	78,949.63	
Check	01/25/2021	2880	Hagemann & Associates	Civil Engineering Water System	6507 · Contract Labor Civil E...	1,305.00	80,254.63	
Total Water							80,254.63	80,254.63
TOTAL						175,538.71	175,538.71	

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

02/02/21

Type	Date	Memo	Split	Amount	Balance
General / Admin					
Deposit	01/19/2021	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25,...	1010 · Pacific Prem...	-3,321.91	-3,321.91
Deposit	01/19/2021	TCF FY21 DEC BAL - IMPR # 1 - Gen . 70, Water .25, Lights ...	1010 · Pacific Prem...	-29,956.07	-33,277.98
Deposit	01/19/2021	Pd Cash \$ 60 Daniel M., \$ 25 Laura Lee, \$ 109.91 & \$ 92.40 J...	1010 · Pacific Prem...	-287.31	-33,565.29
Total General / Admin				-33,565.29	-33,565.29
Lights					
Deposit	01/19/2021	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25,...	1010 · Pacific Prem...	-237.28	-237.28
Deposit	01/19/2021	TCF FY21 DEC BAL - IMPR # 1 - Gen . 70, Water .25, Lights ...	1010 · Pacific Prem...	-2,139.71	-2,376.99
Total Lights				-2,376.99	-2,376.99
Sanitary					
Deposit	01/01/2021	Sani Rec	1010 · Pacific Prem...	-497.22	-497.22
Deposit	01/01/2021	Rate Assistance	1010 · Pacific Prem...	22.65	-474.57
Deposit	01/01/2021	Other 1	1010 · Pacific Prem...	0.00	-474.57
Deposit	01/01/2021	Other 2	1010 · Pacific Prem...	0.00	-474.57
Deposit	01/02/2021	Sani Rec	1010 · Pacific Prem...	-137.04	-611.61
Deposit	01/02/2021	Rate Assistance	1010 · Pacific Prem...	27.40	-584.21
Deposit	01/02/2021	Other 1	1010 · Pacific Prem...	0.00	-584.21
Deposit	01/02/2021	Other 2	1010 · Pacific Prem...	0.00	-584.21
Deposit	01/03/2021	Sani Rec	1010 · Pacific Prem...	-198.74	-782.95
Deposit	01/03/2021	Rate Assistance	1010 · Pacific Prem...	4.59	-778.36
Deposit	01/03/2021	Other 1	1010 · Pacific Prem...	0.00	-778.36
Deposit	01/03/2021	Other 2	1010 · Pacific Prem...	0.00	-778.36
Deposit	01/04/2021	Sani Rec	1010 · Pacific Prem...	-6,549.25	-7,327.61
Deposit	01/04/2021	Rate Assistance	1010 · Pacific Prem...	10.45	-7,317.16
Deposit	01/04/2021	Other 1	1010 · Pacific Prem...	0.00	-7,317.16
Deposit	01/04/2021	Other 2	1010 · Pacific Prem...	282.95	-7,034.21
Deposit	01/05/2021	Sani Rec	1010 · Pacific Prem...	-866.20	-7,900.41
Deposit	01/05/2021	Rate Assistance	1010 · Pacific Prem...	12.67	-7,887.74
Deposit	01/05/2021	Other 1	1010 · Pacific Prem...	0.00	-7,887.74
Deposit	01/05/2021	Other 2	1010 · Pacific Prem...	-8.84	-7,896.58
Deposit	01/06/2021	Sani Rec	1010 · Pacific Prem...	-585.09	-8,481.67
Deposit	01/06/2021	Rate Assistance	1010 · Pacific Prem...	4.59	-8,477.08
Deposit	01/06/2021	Other 1	1010 · Pacific Prem...	0.00	-8,477.08

Avila Beach Community Services District
Deposits by Fund
January 2021

02/02/21

Type	Date	Memo	Split	Amount	Balance
Deposit	01/06/2021	Other 2	1010 · Pacific Prem...	-41.61	-8,518.69
Deposit	01/07/2021	Community Park Restrooms	1010 · Pacific Prem...	-65.33	-8,584.02
Deposit	01/07/2021	Sani Rec	1010 · Pacific Prem...	-1,729.80	-10,313.82
Deposit	01/07/2021	Rate Assistance	1010 · Pacific Prem...	36.42	-10,277.40
Deposit	01/07/2021	Other 1	1010 · Pacific Prem...	0.00	-10,277.40
Deposit	01/07/2021	Other 2	1010 · Pacific Prem...	258.15	-10,019.25
Deposit	01/08/2021	Sani Rec	1010 · Pacific Prem...	-363.81	-10,383.06
Deposit	01/08/2021	Rate Assistance	1010 · Pacific Prem...	11.87	-10,371.19
Deposit	01/08/2021	Other 1	1010 · Pacific Prem...	0.00	-10,371.19
Deposit	01/08/2021	Other 2	1010 · Pacific Prem...	21.08	-10,350.11
Deposit	01/09/2021	Sani Rec	1010 · Pacific Prem...	-297.39	-10,647.50
Deposit	01/09/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-10,647.50
Deposit	01/09/2021	Other 1	1010 · Pacific Prem...	0.00	-10,647.50
Deposit	01/09/2021	Other 2	1010 · Pacific Prem...	0.00	-10,647.50
Deposit	01/10/2021	Sani Rec	1010 · Pacific Prem...	-343.62	-10,991.12
Deposit	01/10/2021	Rate Assistance	1010 · Pacific Prem...	18.05	-10,973.07
Deposit	01/10/2021	Other 1	1010 · Pacific Prem...	0.00	-10,973.07
Deposit	01/10/2021	Other 2	1010 · Pacific Prem...	0.00	-10,973.07
Deposit	01/11/2021	Sani Rec	1010 · Pacific Prem...	-3,201.44	-14,174.51
Deposit	01/11/2021	Rate Assistance	1010 · Pacific Prem...	46.55	-14,127.96
Deposit	01/11/2021	Other 1	1010 · Pacific Prem...	0.00	-14,127.96
Deposit	01/11/2021	Other 2	1010 · Pacific Prem...	521.95	-13,606.01
Deposit	01/11/2021	Sani Rec	1010 · Pacific Prem...	-32.46	-13,638.47
Deposit	01/11/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-13,638.47
Deposit	01/11/2021	Other 1	1010 · Pacific Prem...	0.00	-13,638.47
Deposit	01/11/2021	Other 2	1010 · Pacific Prem...	0.00	-13,638.47
Deposit	01/12/2021	Sani Rec	1010 · Pacific Prem...	-276.32	-13,914.79
Deposit	01/12/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-13,914.79
Deposit	01/12/2021	Other 1	1010 · Pacific Prem...	0.00	-13,914.79
Deposit	01/12/2021	Other 2	1010 · Pacific Prem...	0.00	-13,914.79
Deposit	01/13/2021	Sani Rec	1010 · Pacific Prem...	-4,256.23	-18,171.02
Deposit	01/13/2021	Rate Assistance	1010 · Pacific Prem...	14.57	-18,156.45
Deposit	01/13/2021	Other 1	1010 · Pacific Prem...	0.00	-18,156.45
Deposit	01/13/2021	Other 2	1010 · Pacific Prem...	-92.54	-18,248.99
Deposit	01/14/2021	Sani Rec	1010 · Pacific Prem...	-769.96	-19,018.95
Deposit	01/14/2021	Rate Assistance	1010 · Pacific Prem...	49.57	-18,969.38

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

02/02/21

Type	Date	Memo	Split	Amount	Balance
Deposit	01/14/2021	Other 1	1010 · Pacific Prem...	0.00	-18,969.38
Deposit	01/14/2021	Other 2	1010 · Pacific Prem...	-3.64	-18,973.02
Deposit	01/15/2021	Sani Rec	1010 · Pacific Prem...	-212.98	-19,186.00
Deposit	01/15/2021	Rate Assistance	1010 · Pacific Prem...	27.24	-19,158.76
Deposit	01/15/2021	Other 1	1010 · Pacific Prem...	0.00	-19,158.76
Deposit	01/15/2021	Other 2	1010 · Pacific Prem...	73.92	-19,084.84
Deposit	01/17/2021	Sani Rec	1010 · Pacific Prem...	-49.88	-19,134.72
Deposit	01/17/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-19,134.72
Deposit	01/17/2021	Other 1	1010 · Pacific Prem...	0.00	-19,134.72
Deposit	01/17/2021	Other 2	1010 · Pacific Prem...	0.00	-19,134.72
Deposit	01/18/2021	Sani Rec	1010 · Pacific Prem...	-7,993.26	-27,127.98
Deposit	01/18/2021	Rate Assistance	1010 · Pacific Prem...	42.59	-27,085.39
Deposit	01/18/2021	Other 1	1010 · Pacific Prem...	0.00	-27,085.39
Deposit	01/18/2021	Other 2	1010 · Pacific Prem...	37.47	-27,047.92
Deposit	01/19/2021	F:0895 A:0760 - CURR SECURED TAX	1010 · Pacific Prem...	-4,711.69	-31,759.61
Deposit	01/19/2021	TCF FY21 DEC BAL - WASTE	1010 · Pacific Prem...	-42,490.95	-74,250.56
Deposit	01/19/2021	Sani Rec	1010 · Pacific Prem...	-1,272.80	-75,523.36
Deposit	01/19/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-75,523.36
Deposit	01/19/2021	Other 1	1010 · Pacific Prem...	0.00	-75,523.36
Deposit	01/19/2021	Other 2	1010 · Pacific Prem...	-48.67	-75,572.03
Deposit	01/20/2021	Sani Rec	1010 · Pacific Prem...	-147.62	-75,719.65
Deposit	01/20/2021	Rate Assistance	1010 · Pacific Prem...	4.59	-75,715.06
Deposit	01/20/2021	Other 1	1010 · Pacific Prem...	0.00	-75,715.06
Deposit	01/20/2021	Other 2	1010 · Pacific Prem...	198.83	-75,516.23
Deposit	01/21/2021	Sani Rec	1010 · Pacific Prem...	-869.39	-76,385.62
Deposit	01/21/2021	Rate Assistance	1010 · Pacific Prem...	9.18	-76,376.44
Deposit	01/21/2021	Other 1	1010 · Pacific Prem...	0.00	-76,376.44
Deposit	01/21/2021	Other 2	1010 · Pacific Prem...	-55.98	-76,432.42
Deposit	01/25/2021	Sani Rec	1010 · Pacific Prem...	-408.70	-76,841.12
Deposit	01/25/2021	Rate Assistance	1010 · Pacific Prem...	30.72	-76,810.40
Deposit	01/25/2021	Other 1	1010 · Pacific Prem...	0.00	-76,810.40
Deposit	01/25/2021	Other 2	1010 · Pacific Prem...	-131.95	-76,942.35
Deposit	01/27/2021	Sani Rec	1010 · Pacific Prem...	-348.38	-77,290.73
Deposit	01/27/2021	Rate Assistance	1010 · Pacific Prem...	7.28	-77,283.45
Deposit	01/27/2021	Other 1	1010 · Pacific Prem...	0.00	-77,283.45
Deposit	01/27/2021	Other 2	1010 · Pacific Prem...	0.00	-77,283.45

Avila Beach Community Services District
Deposits by Fund
January 2021

02/02/21

Type	Date	Memo	Split	Amount	Balance
Deposit	01/28/2021	Sani Rec	1010 · Pacific Prem...	-3,477.73	-80,761.18
Deposit	01/28/2021	Rate Assistance	1010 · Pacific Prem...	52.50	-80,708.68
Deposit	01/28/2021	Other 1	1010 · Pacific Prem...	0.00	-80,708.68
Deposit	01/28/2021	Other 2	1010 · Pacific Prem...	0.00	-80,708.68
Deposit	01/29/2021	Sani Rec	1010 · Pacific Prem...	-126.68	-80,835.36
Deposit	01/29/2021	Rate Assistance	1010 · Pacific Prem...	12.67	-80,822.69
Deposit	01/29/2021	Other 1	1010 · Pacific Prem...	0.00	-80,822.69
Deposit	01/29/2021	Other 2	1010 · Pacific Prem...	0.00	-80,822.69
Deposit	01/30/2021	Sani Rec	1010 · Pacific Prem...	-266.82	-81,089.51
Deposit	01/30/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-81,089.51
Deposit	01/30/2021	Other 1	1010 · Pacific Prem...	0.00	-81,089.51
Deposit	01/30/2021	Other 2	1010 · Pacific Prem...	25.14	-81,064.37
Deposit	01/31/2021	Sani Rec	1010 · Pacific Prem...	-126.68	-81,191.05
Deposit	01/31/2021	Rate Assistance	1010 · Pacific Prem...	25.34	-81,165.71
Deposit	01/31/2021	Other 1	1010 · Pacific Prem...	0.00	-81,165.71
Deposit	01/31/2021	Other 2	1010 · Pacific Prem...	0.00	-81,165.71
Deposit	01/31/2021	\$ 190.90 BALANCE ADJ CCS	1010 · Pacific Prem...	-95.45	-81,261.16
Total Sanitary				-81,261.16	-81,261.16
Solid Waste					
Deposit	01/28/2021	Waste Connections Franchise Fee SW	1010 · Pacific Prem...	-1,680.86	-1,680.86
Total Solid Waste				-1,680.86	-1,680.86
Water					
Deposit	01/01/2021	Water Rec	1010 · Pacific Prem...	-510.48	-510.48
Deposit	01/01/2021	Rate Assistance	1010 · Pacific Prem...	24.83	-485.65
Deposit	01/01/2021	Other 1	1010 · Pacific Prem...	0.00	-485.65
Deposit	01/01/2021	Other 2	1010 · Pacific Prem...	0.00	-485.65
Deposit	01/02/2021	Water Rec	1010 · Pacific Prem...	-45.42	-531.07
Deposit	01/02/2021	Rate Assistance	1010 · Pacific Prem...	9.08	-521.99
Deposit	01/02/2021	Other 1	1010 · Pacific Prem...	0.00	-521.99
Deposit	01/02/2021	Other 2	1010 · Pacific Prem...	0.00	-521.99
Deposit	01/03/2021	Water Rec	1010 · Pacific Prem...	-262.98	-784.97
Deposit	01/03/2021	Rate Assistance	1010 · Pacific Prem...	10.39	-774.58
Deposit	01/03/2021	Other 1	1010 · Pacific Prem...	0.00	-774.58

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

02/02/21

Type	Date	Memo	Split	Amount	Balance
Deposit	01/03/2021	Other 2	1010 · Pacific Prem...	0.00	-774.58
Deposit	01/04/2021	Water Rec	1010 · Pacific Prem...	-4,558.17	-5,332.75
Deposit	01/04/2021	Rate Assistance	1010 · Pacific Prem...	14.12	-5,318.63
Deposit	01/04/2021	Other 1	1010 · Pacific Prem...	241.98	-5,076.65
Deposit	01/04/2021	Other 2	1010 · Pacific Prem...	0.00	-5,076.65
Deposit	01/05/2021	Water Rec	1010 · Pacific Prem...	-915.66	-5,992.31
Deposit	01/05/2021	Rate Assistance	1010 · Pacific Prem...	12.82	-5,979.49
Deposit	01/05/2021	Other 1	1010 · Pacific Prem...	0.00	-5,979.49
Deposit	01/05/2021	Other 2	1010 · Pacific Prem...	0.00	-5,979.49
Deposit	01/06/2021	Water Rec	1010 · Pacific Prem...	-923.39	-6,902.88
Deposit	01/06/2021	Rate Assistance	1010 · Pacific Prem...	10.39	-6,892.49
Deposit	01/06/2021	Other 1	1010 · Pacific Prem...	0.00	-6,892.49
Deposit	01/06/2021	Other 2	1010 · Pacific Prem...	0.00	-6,892.49
Deposit	01/07/2021	San Juan Irrigation 11/26 - 12/29/20	1010 · Pacific Prem...	-268.41	-7,160.90
Deposit	01/07/2021	Community Park Restrooms 11/26 - 12/29/20	1010 · Pacific Prem...	-46.99	-7,207.89
Deposit	01/07/2021	Water Rec	1010 · Pacific Prem...	-3,034.53	-10,242.42
Deposit	01/07/2021	Rate Assistance	1010 · Pacific Prem...	56.00	-10,186.42
Deposit	01/07/2021	Other 1	1010 · Pacific Prem...	0.00	-10,186.42
Deposit	01/07/2021	Other 2	1010 · Pacific Prem...	1,244.96	-8,941.46
Deposit	01/08/2021	Water Rec	1010 · Pacific Prem...	-406.24	-9,347.70
Deposit	01/08/2021	Rate Assistance	1010 · Pacific Prem...	21.59	-9,326.11
Deposit	01/08/2021	Other 1	1010 · Pacific Prem...	0.00	-9,326.11
Deposit	01/08/2021	Other 2	1010 · Pacific Prem...	0.00	-9,326.11
Deposit	01/09/2021	Water Rec	1010 · Pacific Prem...	-316.35	-9,642.46
Deposit	01/09/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-9,642.46
Deposit	01/09/2021	Other 1	1010 · Pacific Prem...	0.00	-9,642.46
Deposit	01/09/2021	Other 2	1010 · Pacific Prem...	0.00	-9,642.46
Deposit	01/10/2021	Water Rec	1010 · Pacific Prem...	-389.46	-10,031.92
Deposit	01/10/2021	Rate Assistance	1010 · Pacific Prem...	15.96	-10,015.96
Deposit	01/10/2021	Other 1	1010 · Pacific Prem...	0.00	-10,015.96
Deposit	01/10/2021	Other 2	1010 · Pacific Prem...	0.00	-10,015.96
Deposit	01/11/2021	Water Rec	1010 · Pacific Prem...	-3,580.43	-13,596.39
Deposit	01/11/2021	Rate Assistance	1010 · Pacific Prem...	44.52	-13,551.87
Deposit	01/11/2021	Other 1	1010 · Pacific Prem...	0.00	-13,551.87
Deposit	01/11/2021	Other 2	1010 · Pacific Prem...	0.00	-13,551.87
Deposit	01/11/2021	Water Rec	1010 · Pacific Prem...	-99.81	-13,651.68

Avila Beach Community Services District
Deposits by Fund
January 2021

02/02/21

Type	Date	Memo	Split	Amount	Balance
Deposit	01/11/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-13,651.68
Deposit	01/11/2021	Other 1	1010 · Pacific Prem...	0.00	-13,651.68
Deposit	01/11/2021	Other 2	1010 · Pacific Prem...	0.00	-13,651.68
Deposit	01/12/2021	Water Rec	1010 · Pacific Prem...	-338.73	-13,990.41
Deposit	01/12/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-13,990.41
Deposit	01/12/2021	Other 1	1010 · Pacific Prem...	0.00	-13,990.41
Deposit	01/12/2021	Other 2	1010 · Pacific Prem...	0.00	-13,990.41
Deposit	01/13/2021	Water Rec	1010 · Pacific Prem...	-4,213.88	-18,204.29
Deposit	01/13/2021	Rate Assistance	1010 · Pacific Prem...	22.40	-18,181.89
Deposit	01/13/2021	Other 1	1010 · Pacific Prem...	0.00	-18,181.89
Deposit	01/13/2021	Other 2	1010 · Pacific Prem...	0.00	-18,181.89
Deposit	01/14/2021	Water Rec	1010 · Pacific Prem...	-854.43	-19,036.32
Deposit	01/14/2021	Rate Assistance	1010 · Pacific Prem...	43.59	-18,992.73
Deposit	01/14/2021	Other 1	1010 · Pacific Prem...	0.00	-18,992.73
Deposit	01/14/2021	Other 2	1010 · Pacific Prem...	0.00	-18,992.73
Deposit	01/15/2021	Water Rec	1010 · Pacific Prem...	-170.25	-19,162.98
Deposit	01/15/2021	Rate Assistance	1010 · Pacific Prem...	35.22	-19,127.76
Deposit	01/15/2021	Other 1	1010 · Pacific Prem...	0.00	-19,127.76
Deposit	01/15/2021	Other 2	1010 · Pacific Prem...	0.00	-19,127.76
Deposit	01/17/2021	Water Rec	1010 · Pacific Prem...	-60.03	-19,187.79
Deposit	01/17/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-19,187.79
Deposit	01/17/2021	Other 1	1010 · Pacific Prem...	0.00	-19,187.79
Deposit	01/17/2021	Other 2	1010 · Pacific Prem...	0.00	-19,187.79
Deposit	01/18/2021	Water Rec	1010 · Pacific Prem...	-8,670.62	-27,858.41
Deposit	01/18/2021	Rate Assistance	1010 · Pacific Prem...	48.85	-27,809.56
Deposit	01/18/2021	Other 1	1010 · Pacific Prem...	0.00	-27,809.56
Deposit	01/18/2021	Other 2	1010 · Pacific Prem...	0.00	-27,809.56
Deposit	01/19/2021	F:0895 A:0760 - AVILA BEACH IMP # 1 - Gen . 70, Water .25,...	1010 · Pacific Prem...	-1,186.40	-28,995.96
Deposit	01/19/2021	TCF FY21 DEC BAL - IMPR # 1 - Gen . 70, Water .25, Lights ...	1010 · Pacific Prem...	-10,698.60	-39,694.56
Deposit	01/19/2021	Water Rec	1010 · Pacific Prem...	-2,314.03	-42,008.59
Deposit	01/19/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-42,008.59
Deposit	01/19/2021	Other 1	1010 · Pacific Prem...	0.00	-42,008.59
Deposit	01/19/2021	Other 2	1010 · Pacific Prem...	0.00	-42,008.59
Deposit	01/20/2021	Water Rec	1010 · Pacific Prem...	-752.22	-42,760.81
Deposit	01/20/2021	Rate Assistance	1010 · Pacific Prem...	10.39	-42,750.42
Deposit	01/20/2021	Other 1	1010 · Pacific Prem...	0.00	-42,750.42

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

02/02/21

Type	Date	Memo	Split	Amount	Balance
Deposit	01/20/2021	Other 2	1010 · Pacific Prem...	0.00	-42,750.42
Deposit	01/21/2021	Water Rec	1010 · Pacific Prem...	-1,479.55	-44,229.97
Deposit	01/21/2021	Rate Assistance	1010 · Pacific Prem...	20.78	-44,209.19
Deposit	01/21/2021	Other 1	1010 · Pacific Prem...	0.00	-44,209.19
Deposit	01/21/2021	Other 2	1010 · Pacific Prem...	0.00	-44,209.19
Deposit	01/25/2021	Water Rec	1010 · Pacific Prem...	-719.61	-44,928.80
Deposit	01/25/2021	Rate Assistance	1010 · Pacific Prem...	28.78	-44,900.02
Deposit	01/25/2021	Other 1	1010 · Pacific Prem...	0.00	-44,900.02
Deposit	01/25/2021	Other 2	1010 · Pacific Prem...	0.00	-44,900.02
Deposit	01/27/2021	Water Rec	1010 · Pacific Prem...	-1,664.18	-46,564.20
Deposit	01/27/2021	Rate Assistance	1010 · Pacific Prem...	11.20	-46,553.00
Deposit	01/27/2021	Other 1	1010 · Pacific Prem...	0.00	-46,553.00
Deposit	01/27/2021	Other 2	1010 · Pacific Prem...	0.00	-46,553.00
Deposit	01/28/2021	Water Rec	1010 · Pacific Prem...	-1,417.45	-47,970.45
Deposit	01/28/2021	Rate Assistance	1010 · Pacific Prem...	38.80	-47,931.65
Deposit	01/28/2021	Other 1	1010 · Pacific Prem...	0.00	-47,931.65
Deposit	01/28/2021	Other 2	1010 · Pacific Prem...	0.00	-47,931.65
Deposit	01/29/2021	Water Rec	1010 · Pacific Prem...	-128.16	-48,059.81
Deposit	01/29/2021	Rate Assistance	1010 · Pacific Prem...	12.82	-48,046.99
Deposit	01/29/2021	Other 1	1010 · Pacific Prem...	0.00	-48,046.99
Deposit	01/29/2021	Other 2	1010 · Pacific Prem...	0.00	-48,046.99
Deposit	01/30/2021	Water Rec	1010 · Pacific Prem...	-266.95	-48,313.94
Deposit	01/30/2021	Rate Assistance	1010 · Pacific Prem...	0.00	-48,313.94
Deposit	01/30/2021	Other 1	1010 · Pacific Prem...	0.00	-48,313.94
Deposit	01/30/2021	Other 2	1010 · Pacific Prem...	0.00	-48,313.94
Deposit	01/31/2021	Water Rec	1010 · Pacific Prem...	-124.30	-48,438.24
Deposit	01/31/2021	Rate Assistance	1010 · Pacific Prem...	25.64	-48,412.60
Deposit	01/31/2021	Other 1	1010 · Pacific Prem...	0.00	-48,412.60
Deposit	01/31/2021	Other 2	1010 · Pacific Prem...	0.00	-48,412.60
Deposit	01/31/2021	\$ 190.90 BALANCE ADJ CCs	1010 · Pacific Prem...	-95.45	-48,508.05
Total Water				-48,508.05	-48,508.05
TOTAL				-167,392.35	-167,392.35



FLUID RESOURCE MANAGEMENT

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

Statement

Date
2/1/21

Phone # 805.597.7100 Fax # 805.597.7171

California Certified Small Business #1120142

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


Amount Due	Amount Enc.
\$22,134.02	

Date	Transaction	Amount	Balance		
01/31/21	348F11001 Monthly OPS/Maint- INV #F20399. Orig. Amount \$20,179.64.	20,179.64	20,179.64		
06/24/20	W19552 First Street Lift Station Pumps, S- INV #W19552. Orig. Amount \$549.50.	6.50	20,186.14		
08/07/20	PMT #2743.	-6.50	20,179.64		
01/16/21	W19852 SSMP Updates- INV #W19852. Orig. Amount \$631.25.	631.25	20,810.89		
01/28/21	W20282 Sec Sed #2 Shear Pin Brake- INV #W20282. Orig. Amount \$1,323.13.	1,323.13	22,134.02		
CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
22,134.02	0.00	0.00	0.00	0.00	\$22,134.02

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

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: February 9, 2021

SUBJECT: General Manager/District Engineer Report

Zone 3 Technical Advisory Committee

The Zone 3 Technical Advisory Committee (TAC) most recently met on Wednesday January 13th. The agenda packet for the January 13th meeting is included with staff report. As of this writing Lopez Lake is at an elevation of 480 feet, is at 40% of capacity and has approximately 19,900 acre feet of water in storage. The lake received approximately 6.5 inches of much needed rainfall with the recent storms. However, since the ground was so dry, run-off levels to the lake were minimal. Now that the ground is saturated, run-off from future storms should be much more significant. Seasonal rainfall totals at the lake are approximately 8.5 inches, which is about half of our average for this time of year.

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

Sewer Line Easement through Harbor District Parking Lot

The sewer line replacement project has been delayed due to the inability of the Harbor District and the Community Services District to reach an agreement on the easement granting the CSD's request to install the new force main under the parking lot. Harbor District staff provided a draft easement agreement and calendared the item for the HD's January 26, 2021, Board meeting. However, the CSD's legal counsel had many concerns with the language in the document and HD staff pulled the item for consideration at a future meeting. HD staff and CSD staff and our respective legal counsels will work on the easement language and hopefully be able bring the item back to the HD Board at their February Board meeting.

New Legal General Counsel Contract

Staff worked with Tim Cary and Tara Christian of Price, Postel & Parma to complete the legal services agreement. President Kelley and I signed on behalf of the CSD and Mr. Cary signed on behalf of their firm. Tim and Tara provided very important and timely review of the above mentioned Harbor District draft easement as we only had a few days to review the draft.

California Special Districts Association, San Luis Obispo Chapter Meeting

The CSDA, San Luis Obispo Chapter is sponsoring a Chapter meeting on Friday, February 12 at 1:00 PM. The meeting will be held via Zoom and will include a meet and greet with State Senator John Laird. The meeting announcement/agenda and Zoom log-in information is provided as an attachment to this staff report.



**ZONE 3 TECHNICAL ADVISORY
COMMITTEE**

Wednesday January 13, 2021

9:00 - 11:00 am

Phone line: +1 (571) 317-3122

Access Code: 572-807-285

OR

Webinar: <https://global.gotomeeting.com/join/572807285>

AGENDA

1. Announcements Jill's Replacement/New Zone 3 Accountant	All
2. General Operations and Water Report <ul style="list-style-type: none"> • Summary Notes - December • Monthly Operations Report – December • Lopez Storage Projections – December 	Jill Ogren/Desiree Bravo
3. Capital Improvement Project Update <ul style="list-style-type: none"> • Tesla Update • Cathodic Protection • Spillway Assessment 	David Spiegel
4. Cloud Seeding Winter 20/21 Update	Jill Ogren
5. Contract Changes Update <ul style="list-style-type: none"> • CEQA document in process 	All
6. Future Agenda items? <ul style="list-style-type: none"> • HCP/Instream Studies • Stored State Water in Lopez - Evaporation • Zone 3 Boundary Change 	All

Attachments:

- A. Summary Notes – December
- B. Lopez Monthly Operations Report – December
- C. Lopez Storage Projections Chart – December
- D. CIP Update – To be e-mailed on Monday Jan 11

Next Meeting Date: February 10, 2021



ZONE 3

TECHNICAL ADVISORY COMMITTEE

WEDNESDAY December 9, 2020 (9:00-11:00 AM)

Via Goto Meeting due to COVID-19 Protocol

SUMMARY NOTES - DRAFT

Attendees via GoTo Meeting: Shane Taylor (Arroyo Grande), Ben Fine (Pismo), Greg Ray (Grover Beach), Will Clemens (OCSD), Brad Hagemann (ABCSD), Dan Migliazzo (San Miguelito), Vard Ikeda, John Wallace, Dan Heimel (WSC Inc.), Jill Ogren (PW Dept), Mark Chiaramonte (Utilities Div. Mgr), Jenny Williamson (LWTP).

1. Announcements –

- Pismo to provide update on Central Coast Blue and Will Clemens to introduce the idea of Oceano participating in the program at Oceano CSD Board meeting tonight.
- Greg Ray announced City of Grover Beach will be remodeling their corporate yard.
- Vard Ikeda announced there will be a Zoom meeting on December 15th with Dick Tzou and stakeholders to discuss the AG Creek Groundwater Sustainability Plan.
- Jill Ogren announced she will be retiring in March 2021. Interviews are scheduled for Friday, December 11th for her position.

2. General Operations and Water Supply Report –

- Jenny Williamson reported the Lake Elev. = 481.01 ft, Storage = 20,177 AF @ 41% Capacity. Downstream releases are at 3.6 MGD (instantaneous reading); WTP at 4.8 MGD; SWP at 0 MGD. Rainfall to date 0.68 inches. State Water was off due a slug of water from the Delta containing a high amounts of Geosmin a volatile organic compound affecting taste and odor. State Water to be turned on today as CCWA confirmed that the slug has passed, and water quality reports reflect safe levels.
- No comment on November Summary Notes.
- Jill Ogren reviewed the Monthly Operations Report and noted the stored State Water of 1270 AF will need to be used to reduce the amount stored in preparation of introducing new stored State Water numbers with the contract changes.
- Jill Ogren reviewed the new Storage Projections Chart by Desiree Bravo and the changes made to reflect a more accurate projection. A request was made to reserve any detailed questions on the new chart until the January TAC meeting with Desiree Bravo present for questions.

3. Low Reservoir Response Plan –

- The LRRP Enactment Process was discussed and the two requirements to initiate the response were reviewed (20,000 AF and Declaration of a Zone 3 Drought Emergency).
- Discussion of whether to add a measure concerning the downstream releases during an emergency and the impacts of doing so. **TAC voted to not include a measure for downstream releases during an emergency into the new LRRP.**
- Impacts of the HCP and IDRS (Interim Downstream Release Schedule) on the LRRP changes were discussed.
- Jill Ogren asked TAC whether they wished to wait until the end of this water year, March 2021, to evaluate the reservoir status and execute the LRRP or wait to discuss further details of the LRRP changes until then? **TAC agreed to evaluate the reservoir status and see where things sit in March before acting further.**

4. Urban Water Management Plan Update –

- Consultant was obtained for the Urban Water Management Plan, Water Systems Consulting Inc., who will be preparing the plan with the expectation of a final plan to be completed by May 2021. A Notice of Preparation and other documentation may be submitted as early as June 2021.

- Dan Heimel discussed the changes and areas of focus for this round of planning.
- Jill Ogren discussed a request she received from Karen Bright with City of Grover Beach requesting funds spent on the HCP to date. This information will be compiled and presented to the Advisory Committee meeting in January and can be passed along to TAC if requested.

5. AG Creek GSP Update –

- First public workshop via Zoom will be held next Tuesday afternoon to notify people of the project and provide information.
- Anticipating input from NMFS on how they want to see evaluation of interconnected surface ground water resources completed.

6. Cloudseeding Winter 20/21 Update –

- Program started December 1st. No storms have been seeded yet due to continuing dry weather.
- Lease execution with City of Arroyo Grande to utilize their reservoir tank site as a ground seeding location is delayed until January 12th. Installation of equipment and use of the site will not occur until then.
- The weather consultant is aware of the ground seeding lease issue and has negotiated an agreement with Santa Barbara County to utilize their Mt. Lospe ground seeding site near Lompoc in the meantime.

7. Contract Changes Update –

- No consequential letters received on the Notice of Preparation on the Zone 3 Contract Changes. This allows Keith Miller to move forward with the CEQA process.
- Subcommittee met on December 4th to go over OCSD's request to add language regarding the ability of agencies to transfer stored water between agencies. Language was added however the process is not clear. Jill stated she is concerned about creating more processes to the already complicated new contract water accounting.

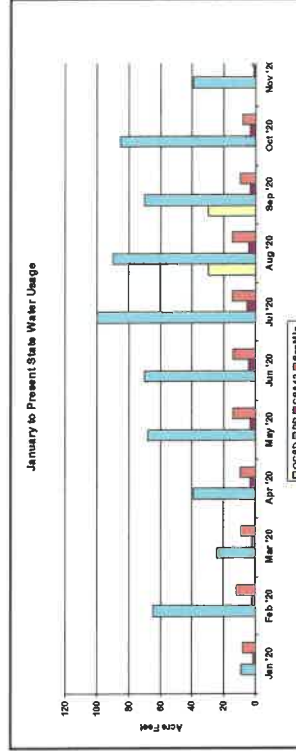
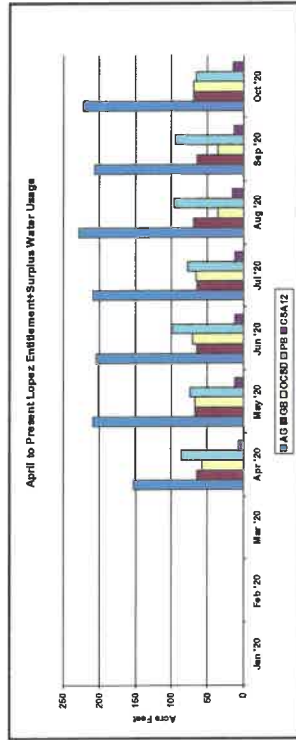
8. Future Agenda Items –

- HCP/Instream Studies
- Stored State Water in Lopez – Evaporation
- Zone 3 Boundary Change

Next Meeting January 13, 2021

San Luis Obispo County Flood Control and Water District Zone 3 - Lopez Project - Monthly Operations Report December, 2020

Contractor	Lopez Water Deliveries										State Water Deliveries							
	This Month					April to Present					This Month			January to Present				
	Entl.	Surplus Water Declared	Surplus Requested	Total Available Water	Entitlement	Usage	%	Surplus	Usage	%	Total	Usage	%	Annual Request	Usage	% of Annual Request	SWP Deliveries	Total Water Deliveries This Month
Arroyo Grande	2290	911.00	111.00	2401.00	177.20	7.7%	0.00	0.0%	1790.71	74.6%	1790.71	74.6%	60	0.00	0.0%		177.2	
Oceano CSD	303	121.00	321.00	624.00	0.00	0.0%	54.82	17.1%	303.00	100.0%	511.20	81.9%	608	19.00	3.1%		54.82	
Grover Beach	800	318.00	100.00	900.00	64.56	8.1%	0.00	0.0%	592.00	74.0%	592.00	65.8%	40	2.23	5.6%		64.56	
Pismo Beach	892	355.00	655.00	1547.00	104.48	11.7%	0.00	0.0%	794.85	89.1%	794.85	51.4%	120	4.53	3.8%		123.48	
CSA 12	245	98.00	0.00	245.00	9.52	3.9%	0.00	0.0%	109.21	44.6%	109.21	44.6%	828	25.76	3.1%		11.75	
San Miguelito	4530	1803.00	1187.00	5717.00	355.76	7.9%	54.82	4.6%	3589.77	79.2%	3797.97	66.4%	1200	894.79	108.1%	683.00	436.34	
Total																		1244.46



Note: Deliveries are in acre feet. One acre foot = 325, 850 gallons or 43, 560 cubic feet. Sate yield is 8.730 acre feet.

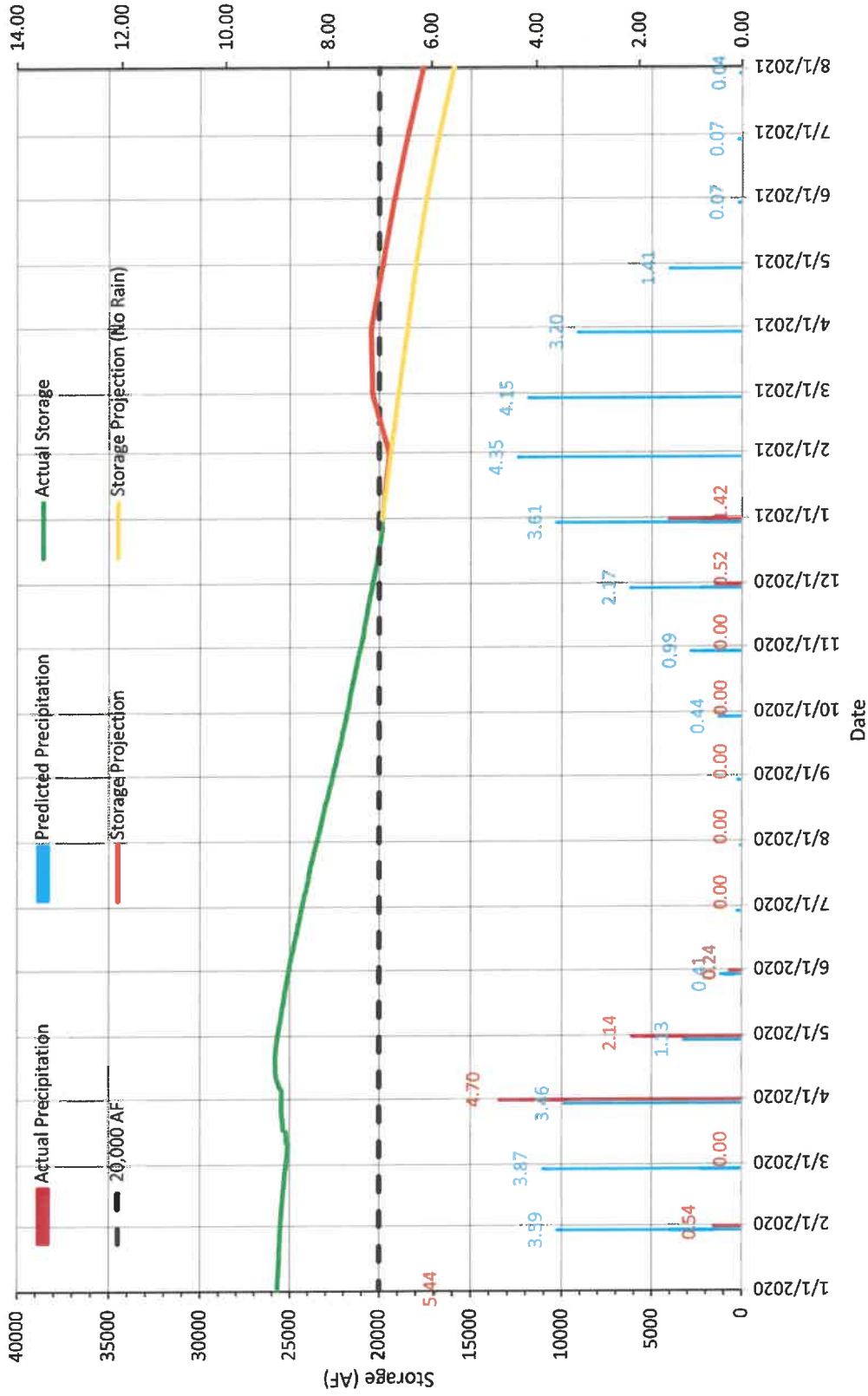
"Year to Date" is January to present for State water, April to present for Lopez deliveries, and July to present for rainfall.

Lopez Dam Operations	This Month	Year to Date
Lake Elevation (full at 522.37 feet)	480.28	-42.09
Storage (full at 49200 acre feet)	19826	40.3%
Rainfall	1.71	2.39
Downstream Release (4200 acre feet/year)	332.67	2286.94
Spillage (acre feet)	0	0.00

Comments:

- 1) Oceano supplied water to Canyon Crest via Arroyo Grande's Edna turn out. A total of 1.96 AF delivered to Canyon Crest was added to Oceano's water usage this month and 1.96 AF was subtracted from Arroyo Grande's usage this month.
- 2) OCSD revised their annual State Water Delivery Request on September 10th from 150 AF to 60 AF.

LOPEZ RESERVOIR STORAGE PROJECTION



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



ZONE 3 Lopez Project

San Luis Obispo County Flood Control and Water Conservation District

TO: Zone 3 Technical Advisory Committee

FROM: David Spiegel, PE

DATE: January 13, 2021

SUBJECT: Zone 3 Projects Update

Project Updates:

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

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

- Fault Zone Risk Assessment for Dam Left Abutment (No Change)
 - Above the left abutment is a fault that was classified as a slow-moving landslide with potential for material to slough off and become located on the downstream side of the dam.
 - A risk assessment has been requested by the TAC to determine the probability of such an event.
 - Additional quotes are needed at this time.
 - Budget ~\$40,000

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



ZONE 3 Lopez Project

San Luis Obispo County Flood Control and Water Conservation District

- Cathodic Protection Repair Project (No Change)
 - This is the result of the Cathodic Protection Survey completed in 2019
 - Estimate is \$848,000 to completely repair the system
 - This will be a 3 - 4 year phased project to begin this year
- Equipment Storage Building
 - A new site has been chosen for the location of a storage building. Previous sites were too expensive, or their location proved problematic with uncertain future outcomes of the terminal reservoir.
 - A consultant has been chosen to perform the structural calculations and construction package for the new building's location over the existing flocculation basin.
 - Budget ~\$90,000
- CO2 Injection System
 - Our CIP division is currently preparing an RFP for the CO2 system and will be out to bid soon.
 - Current budget \$160,000.

Unbudgeted O&M Projects

- Sludge Bed Curtain Wall Rehabilitation
 - One sludge bed has developed a leak through the adjacent hillside that leads down to the terminal reservoir's spillway. This bed had an existing underground curtain wall poured in the 90's to fix this issue.
 - Quotes are being received to pressure grout in front of the underground curtain wall to re-seal any cracks that have developed over the last 30 years.
 - ~\$50,000 per initial quote
- Leak at Main Dam outlet works building
 - Staff has determined that the source of the leak is dissimilar metals corrosion, a plan is being prepared for the removal, repair, and replacement of the flanges that connect to a 20" valve that have corroded.
 - Isolating flange kits will be installed to prevent future corrosion.
 - Creek releases will be provided by the 42" emergency valve while during construction.
 - No estimate of cost currently



ZONE 3 Lopez Project

San Luis Obispo County Flood Control and Water Conservation District

Upcoming Projects for 20/21:

- Replacement of Hach Turbidimeter
- EQ Pump Upgrade

Completed Projects

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

Marshall Ochylski, President
Brad Hagemann, Vice-President
Kristen Gelos, Treasurer
Laurie Ion, Secretary
Kristi Dibbern, Assistant



California Special Districts Association

Districts Stronger Together

San Luis Obispo County Chapter

Friday, February 12, 2021

Zoom Meeting @ 1 p.m. - (see Zoom info bottom of page)

Topic: CSDA – SLO County Chapter Meeting
Date/Time: Friday, February 12th at 1:00 p.m.

Welcome – Marshall Ochylski, President
Brad Hagemann, Vice-President

I. Meet and Greet with Senator John Laird:

- a. Introductions by SLO CSDA Chapter President Marshall Ochylski.
- b. Senator Laird will discuss the Legislature's priorities, his priorities and any bills that may impact special districts.
- c. Question and Answer Period (10 to 15-minutes). This is a great opportunity to introduce yourself and bring questions to the table.
 - i. Due to time restrictions, we would ask only one question per person unless it's announced that there is time for additional questions. Please be thoughtful with your questions – no long speeches and/or negative comments.

II. CSDA Updates: Charlotte Holifield, CSDA Coastal Network Public Affairs Field Coordinator, will provide a CSDA report, including a COVID-19 funding relief update and strategies for districts to prepare for potential future financial assistance

III. Chapter Business:

- a. Election of Chapter Officers (President and Secretary)
- b. Discussion of Election Process for LAFCO Representative

Join Zoom Meeting @

<https://us02web.zoom.us/j/89950313230?pwd=MnlVUEExQWFc5UjRXOXpIaUVadmIHZz09>

Meeting ID: 899 5031 3230

Passcode: 111097

Dial by your location

+1 669 900 6833



February 2, 2021

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

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

WASTEWATER TREATMENT PLANT

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

During winter storms at the end of January, operations staff was required to be onsite to manually operate the influent lift station pumps to prevent stormwater flows from exceeding the wastewater treatment plant's capacity.

WATER SYSTEM

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

Work to replace the potable water tank flowmeter was completed.

COMPLIANCE RECORD AND PLANT PERFORMANCE

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

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.

Staff met with the Air Pollution Control District (APCD) for the annual inspections of both the wastewater and lift station generators required for permit renewal.

Sincerely,
FLUID RESOURCE MANAGEMENT



Carinna Butler
Operations Manager

ATTACHMENTS

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



Avila Beach CSD Wastewater Treatment Facility

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

Month: **JANUARY 2021**

Date	Daily Flow (MGD)			Effluent Monitoring		
	Total	Max (gpm)	Avg (gpm)	Biweekly Total Coliform	Biweekly Fecal Coliform	Daily Chlorine Residual
1	0.055065	94	38			<0.02
2	0.053911	98	38			<0.02
3	0.051632	97	36			<0.02
4	0.049864	95	35			<0.02
5	0.043112	86	30	2	<2	<0.02
6	0.038153	94	27			<0.02
7	0.042431	81	30	<2	<2	<0.02
8	0.043590	84	30			<0.02
9	0.056902	90	40			<0.02
10	0.052197	87	36			<0.02
11	0.042603	80	34			<0.02
12	0.038856	58	27	5	2	<0.02
13	0.041763	59	29			<0.02
14	0.043134	62	30	2	5	<0.02
15	0.045663	69	32			<0.02
16	0.055552	68	39			<0.02
17	0.064531	81	45			<0.02
18	0.053069	77	37			<0.02
19	0.038934	98	27			<0.02
20	0.033203	79	25			<0.02
21	0.035952	79	25	5	<2	<0.02
22	0.038198	82	27	2	<2	<0.02
23	0.048193	85	34			<0.02
24	0.046735	98	33			<0.02
25	0.042629	80	30			<0.02
26	0.035323	71	25	2	<2	<0.02
27	0.068012	101	47			<0.02
28	0.155071	299	108	2	<2	<0.02
29	0.095622	102	67			<0.02
30	0.069442	87	48			<0.02
31	0.050818	90	35			<0.02
Min	0.033203	58	25	2	2	<0.02
Mean	0.052586	91	37	3	<2	<0.02
Max	0.155071	299	108	5	5	<0.02
Total	1.630160	Effluent daily (dry weather) flow NTE 0.2 MGD (mean).				

Influent Brine Received	
Date	Volume (Gallons)
	N/A

Sludge Removal	
Date	Gallons
1/5/21	4,800
1/26/21	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)
1/3/21	47	25	334	232	
1/7/21	24	11	310	176	
1/10/21	24	15	511	476	
1/14/21	22	8	285	181	
1/17/21	32	19	319	235	
1/21/21	34	10	567	244	<5.0
1/24/21	24	19	225	314	
1/28/21	16	11	361	104	
1/31/21					
Min	16	8	225	104	<5.0
Mean	27.9	14.8	364.0	245.3	<5.0
Max	47	25	567	476	<5.0
BOD Removal: 92.3%			TSS Removal: 94.0%		

Effluent Monitoring

Date	Weekly Set. Solids (Grab)	Weekly Turbidity (Grab)	Weekly pH (Grab)	Weekly Temp °F (Grab)
1/7/21	<0.1	12.1	6.9	63
1/14/21	<0.1	17.9	6.7	64
1/21/21	<0.1	16.4	6.7	63
1/28/21	<0.1	23.5	6.7	59
Min	<0.1	12.1	6.7	59
Mean	<0.1	17.5	6.8	62
Max	<0.1	24	6.9	64

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%	***	***

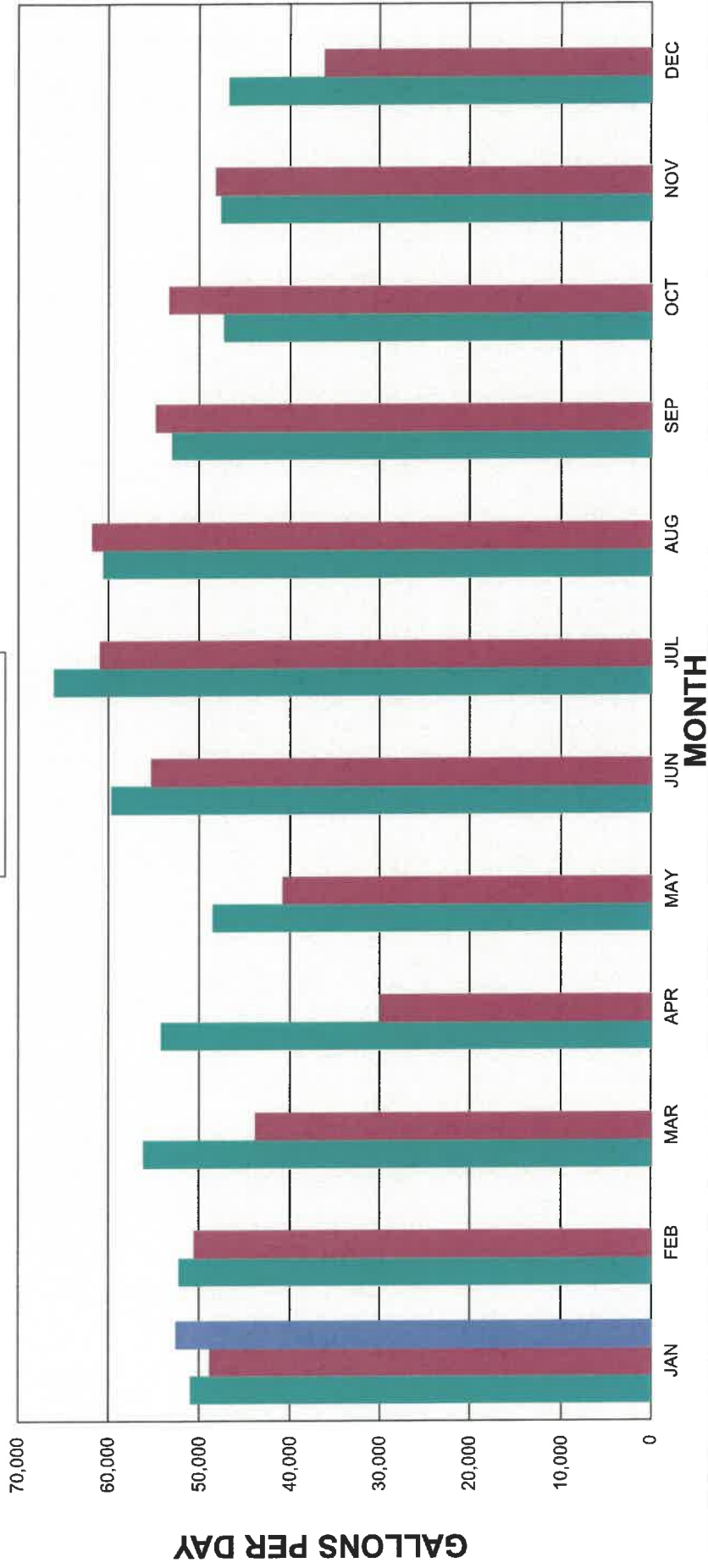
I certify under penalty of perjury that the foregoing is true and accurate and that the sampling procedure and analysis used are as specified in the Waste Discharge Order for this facility.

SIGNATURE: _____
PRINTED NAME: _____

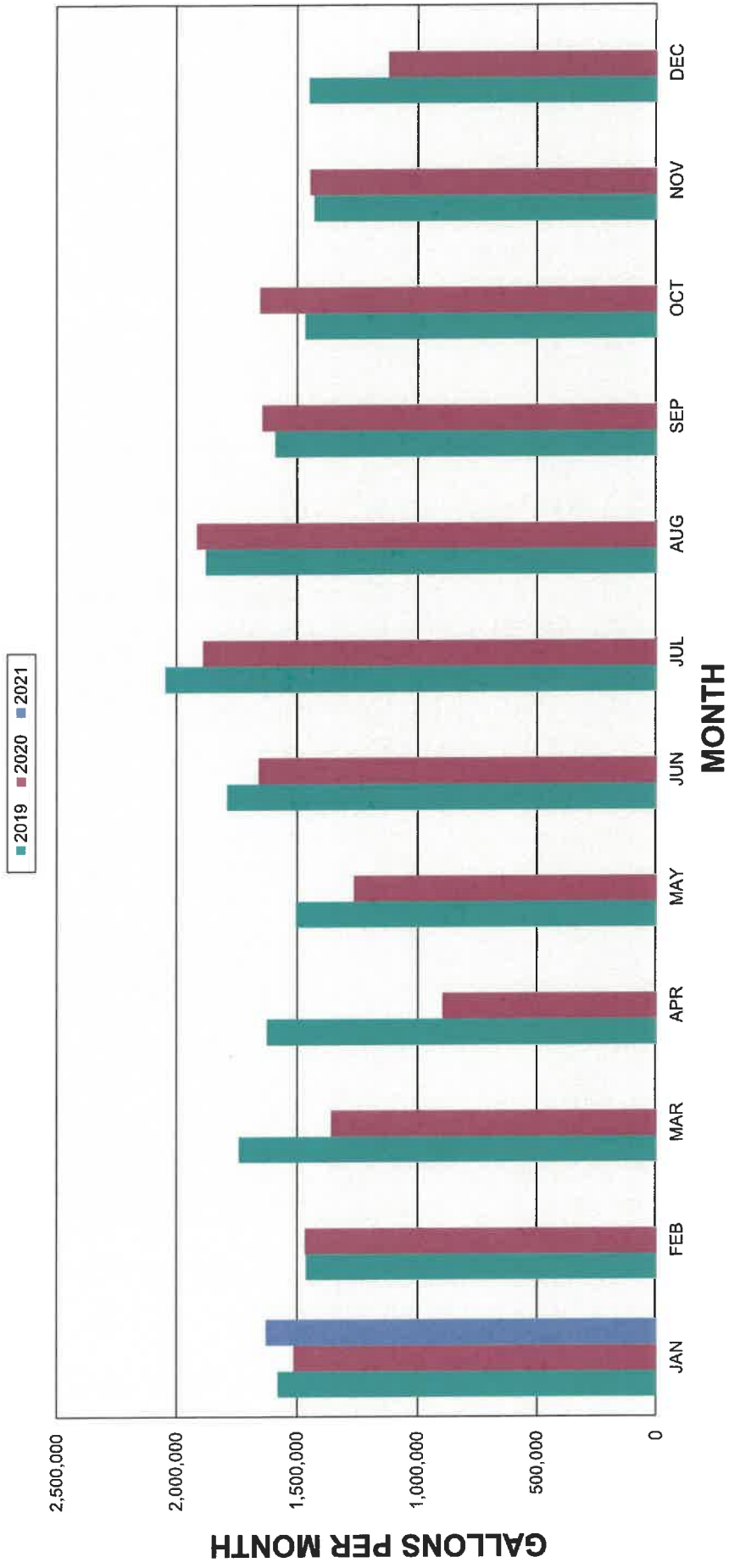
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TITLE: _____

ABCSD AVERAGE DAILY WWTP EFFLUENT FLOW (2019 - 2021)

■ 2019
 ■ 2020
 ■ 2021

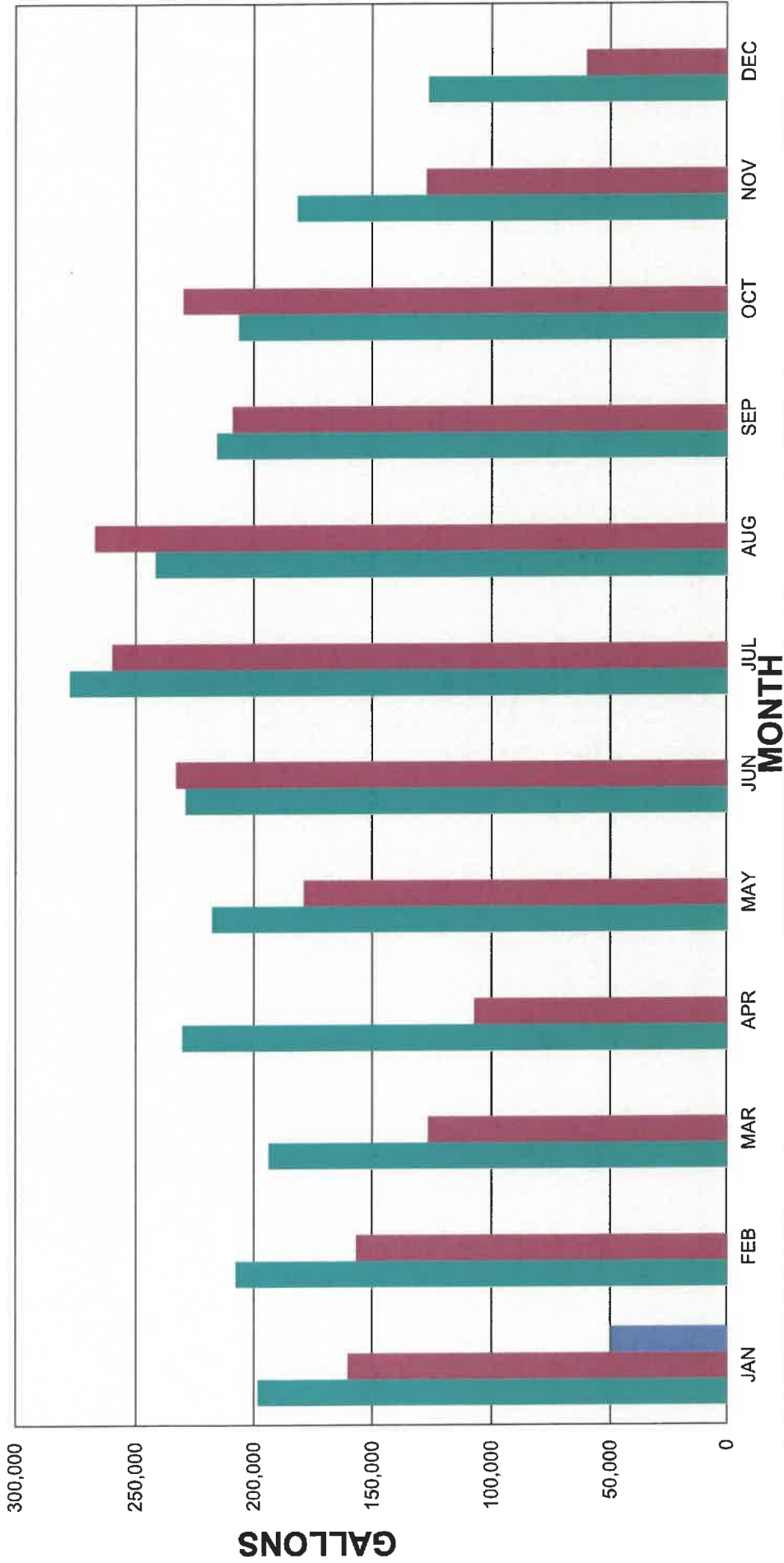


ABCSD MONTHLY TOTAL WWTP EFFLUENT FLOW (2019 - 2021)

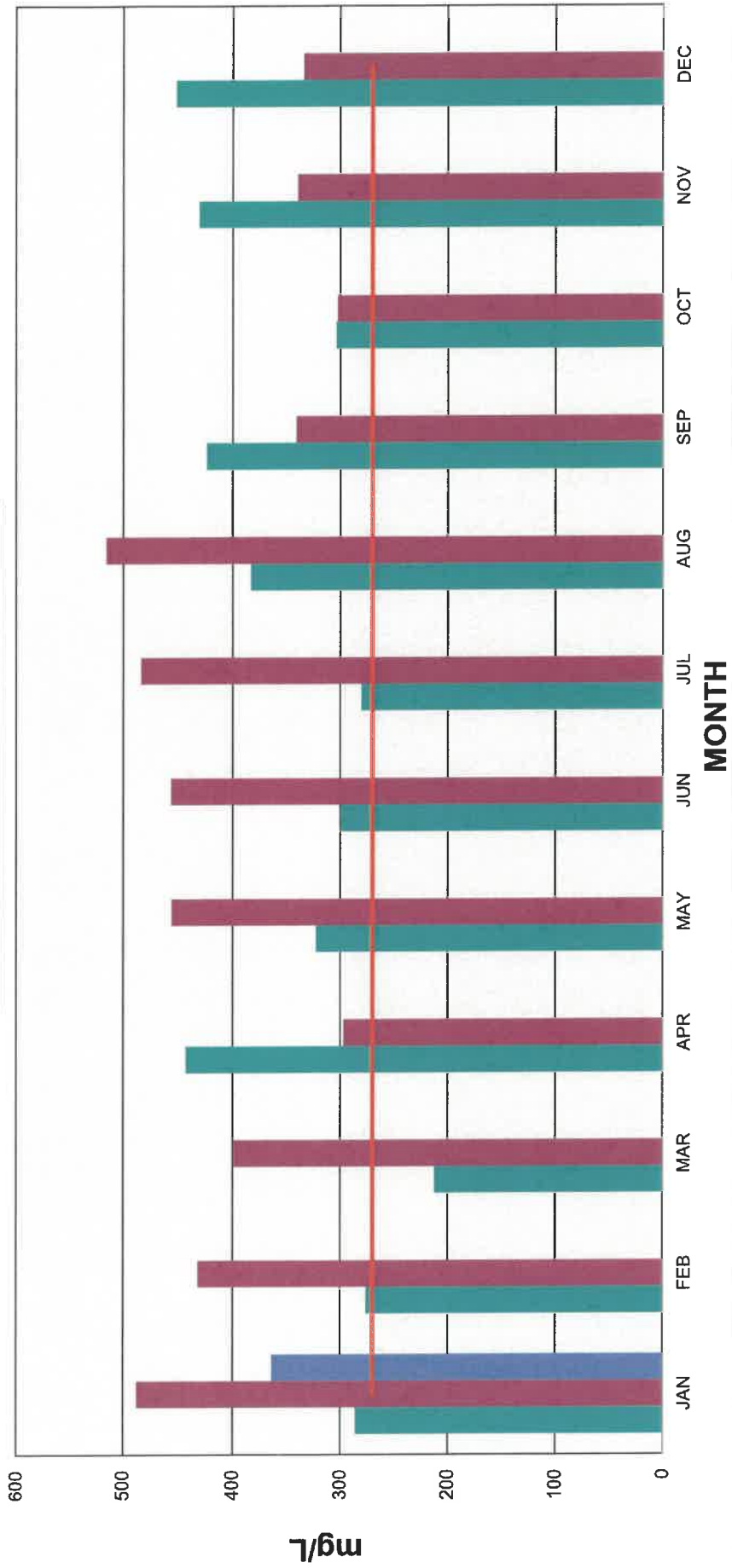


PORT SAN LUIS MONTHLY TOTAL FLOW (2019 - 2021)

■ 2019 ■ 2020 ■ 2021

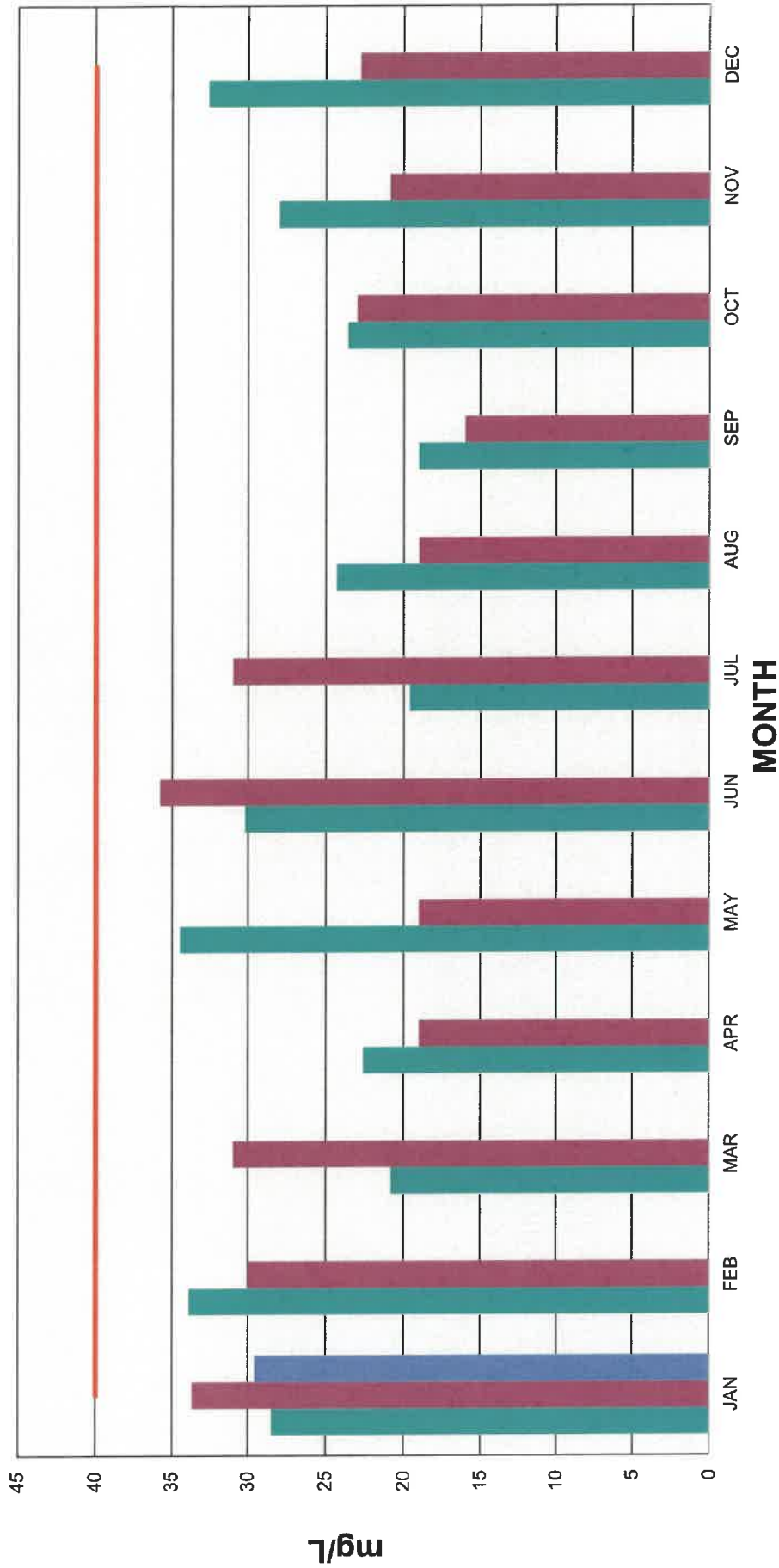


ABCSD MONTHLY AVERAGE INFLUENT BOD (2019 - 2021)

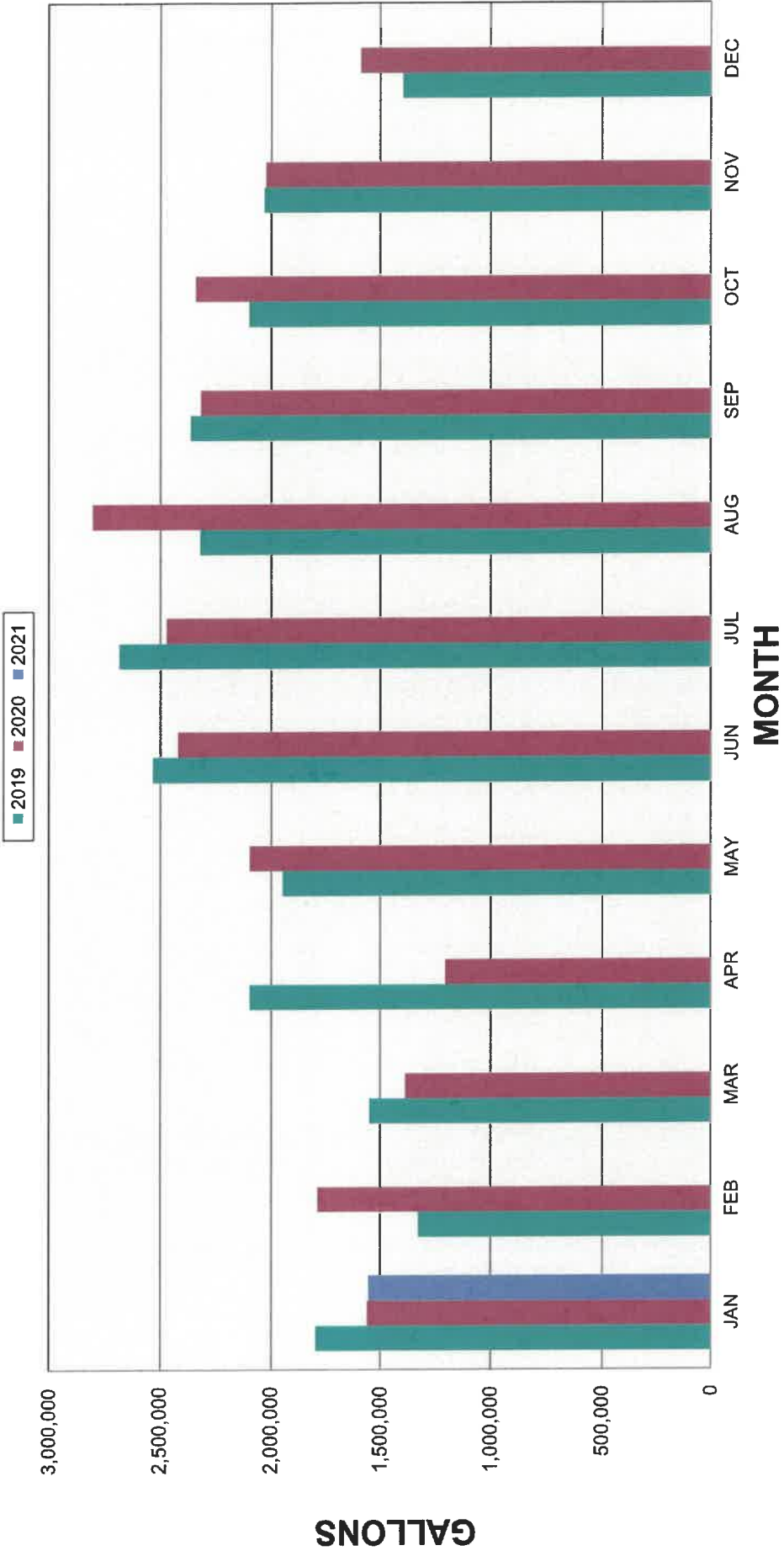


ABCSD MONTHLY AVERAGE EFFLUENT BOD (2019 - 2021)

■ 2019
 ■ 2020
 ■ 2021
 — 30 Day Average Limit

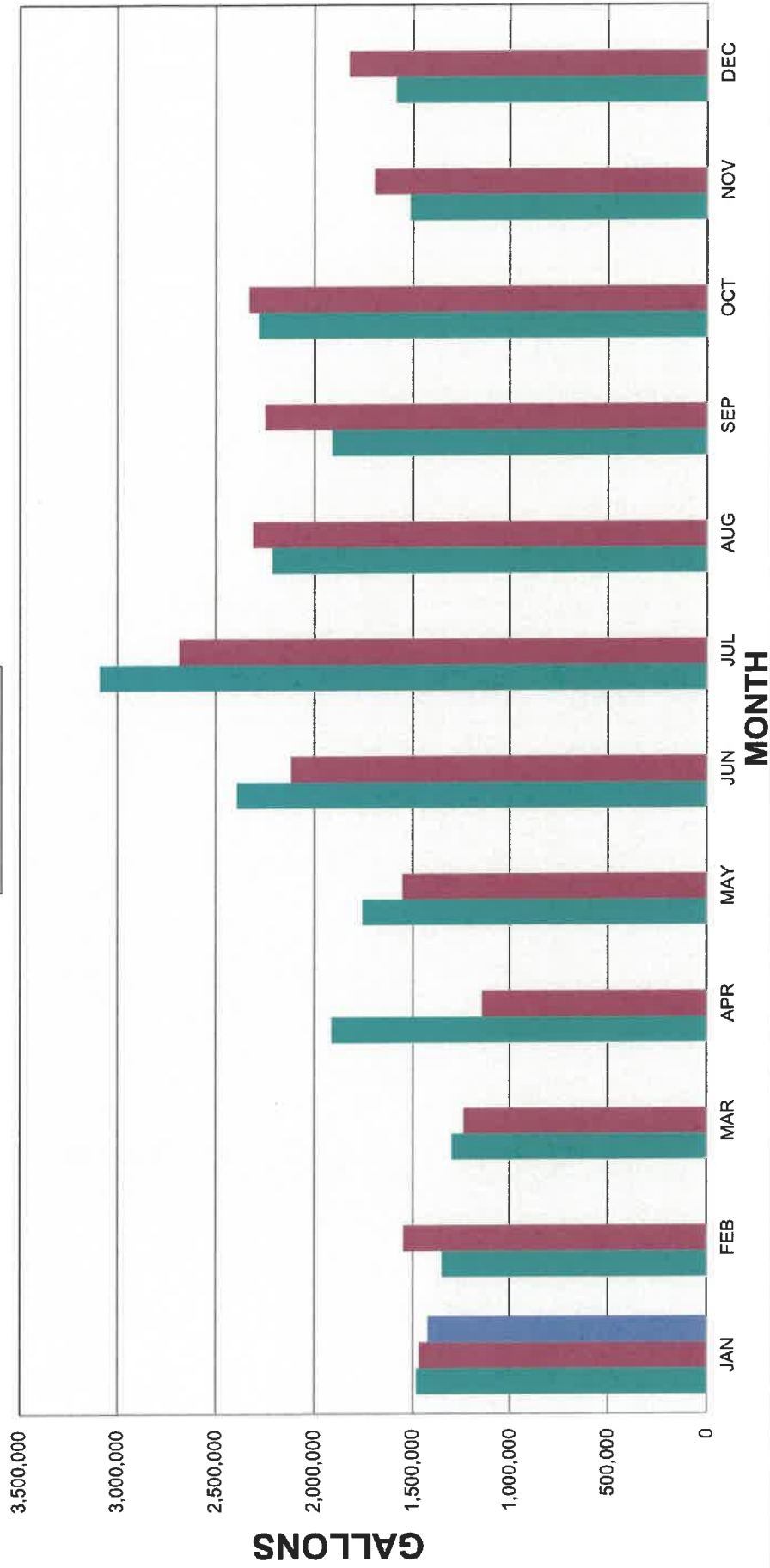


ABCSD MONTHLY WATER PURCHASED FROM LOPEZ (2019 - 2021)



ABCSD MONTHLY WATER SOLD (2019 - 2021)

■ 2019 ■ 2020 ■ 2021





January 6, 2021

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

**SUBJECT: DECEMBER 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.

Staff responded to issues with the SCADA computer that were likely caused by the computer software completing unplanned updates.

The secondary sedimentation #2 over torque device tripped; the chamber was drained, emptied and inspected. No cause was determined for the break in the pin; the unit was restored to service.

WATER SYSTEM

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

Work continued to replace the potable water tank flowmeter.

Staff relocated four water meters at the request of the District.

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.

Staff submitted the Sewer System Management Plan (SSMP) updates required by the Regional Water Quality Control Board (RWQCB) every five years to the District for review and approval.

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: **DECEMBER 2020**

Date	Daily Flow (MGD)			Effluent Monitoring		
	Total	Max (gpm)	Avg (gpm)	Biweekly Total Coliform	Biweekly Fecal Coliform	Daily Chlorine Residual
1	0.033198	83	23	<2	<2	<0.02
2	0.032747	68	23			<0.02
3	0.036266	77	25	5	<2	<0.02
4	0.042906	65	30			<0.02
5	0.043890	64	31			<0.02
6	0.045503	64	32			<0.02
7	0.032537	59	23			<0.02
8	0.033431	66	23	9	2	<0.02
9	0.031545	61	22			<0.02
10	0.031206	58	22	<2	<2	<0.02
11	0.038580	71	21			<0.02
12	0.032962	68	23			<0.02
13	0.032964	66	23			<0.02
14	0.031342	58	22			<0.02
15	0.028482	55	20	<2	<2	<0.02
16	0.027987	63	20			<0.02
17	0.030020	63	21	<2	<2	<0.02
18	0.027795	74	21			<0.02
19	0.034329	81	24			<0.02
20	0.038529	92	27			<0.02
21	0.032640	72	23			<0.02
22	0.036608	81	25	<2	<2	<0.02
23	0.035645	88	25			<0.02
24	0.030752	79	21	<2	<2	<0.02
25	0.031019	79	22			<0.02
26	0.039414	84	28			<0.02
27	0.045023	86	31			<0.02
28	0.072736	119	51			<0.02
29	0.040614	110	28	<2	<2	<0.02
30	0.048098	97	34	<2	<2	<0.02
31	0.024101	90	35			<0.02
Min	0.024101	55	20	<2	<2	<0.02
Mean	0.036222	76	26	<2	<2	<0.02
Max	0.072736	119	51	9	2	<0.02
Total	1.122869	Effluent daily (dry weather) flow NTE 0.2 MGD (mean).				

Influent Brine Received	
Date	Volume (Gallons)
	N/A

Sludge Removal	
Date	Gallons
12/15/20	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)
12/3/20	20	8	283	157	
12/6/20	22	16	425	412	
12/10/20	17	7	252	208	2.1 DNQ
12/13/20	23	11	429	243	
12/17/20	21	12	247	175	
12/20/20	30	12	717	646	
12/24/20	26	16	268	162	
12/27/20	21	14	213	177	
12/30/20	25	23	177	169	
Min	17	7	177	157	2.1 DNQ
Mean	22.8	13.2	334.6	261.0	2.1 DNQ
Max	30	23	717	646	2.1 DNQ
BOD Removal: 93.2%			TSS Removal: 94.9%		

Effluent Monitoring

Date	Weekly Set. Solids (Grab)	Weekly Turbidity (Grab)	Weekly pH (Grab)	Weekly Temp °F (Grab)
12/3/20	<0.1	15.7	7.0	62
12/10/20	<0.1	13.2	6.9	63
12/17/20	<0.1	17.2	6.8	62
12/24/20	<0.1	22.8	6.8	59
12/30/20	<0.1	29.0	6.6	60
Min	<0.1	13.2	6.6	59
Mean	<0.1	19.6	6.8	61.2
Max	<0.1	29.0	7.0	63

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: _____

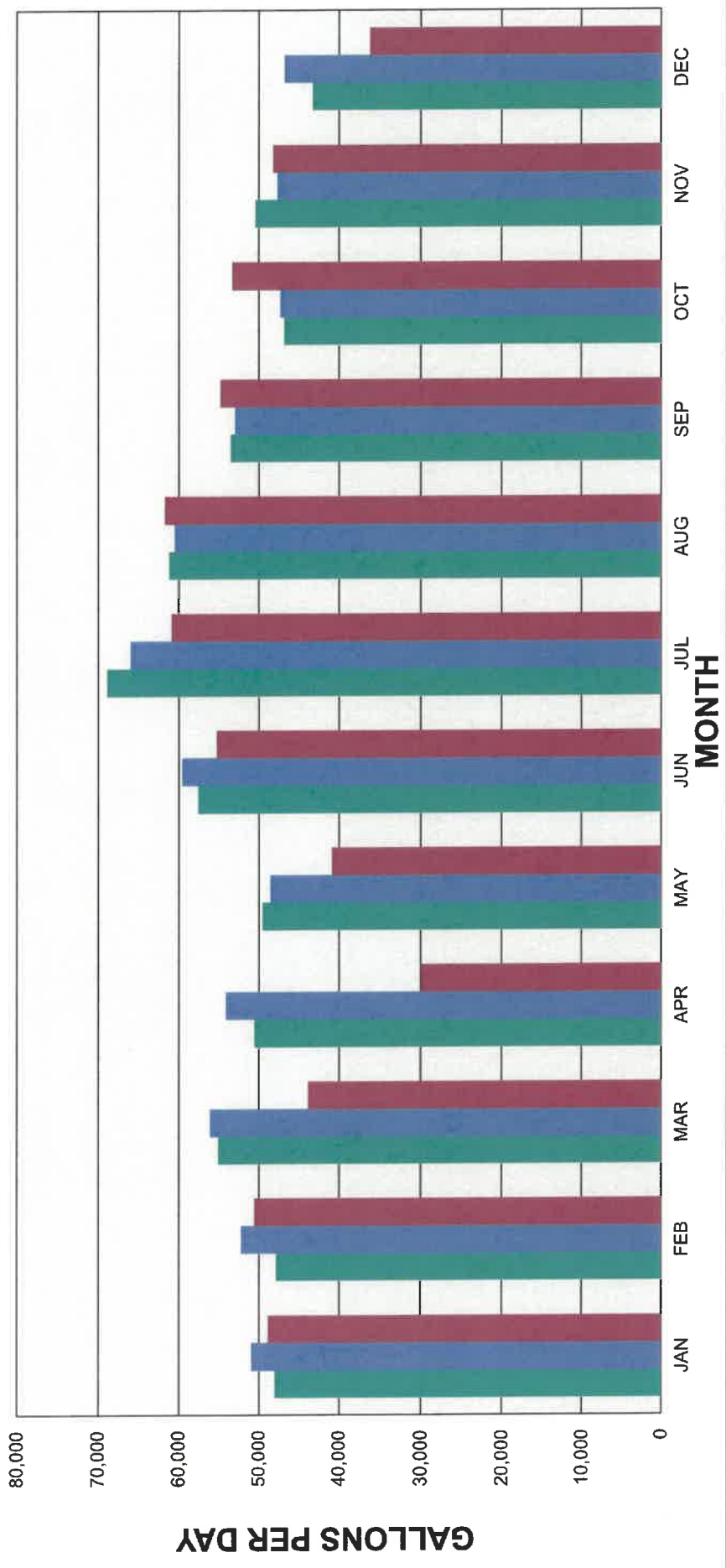
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PRINTED NAME: _____

TITLE: _____

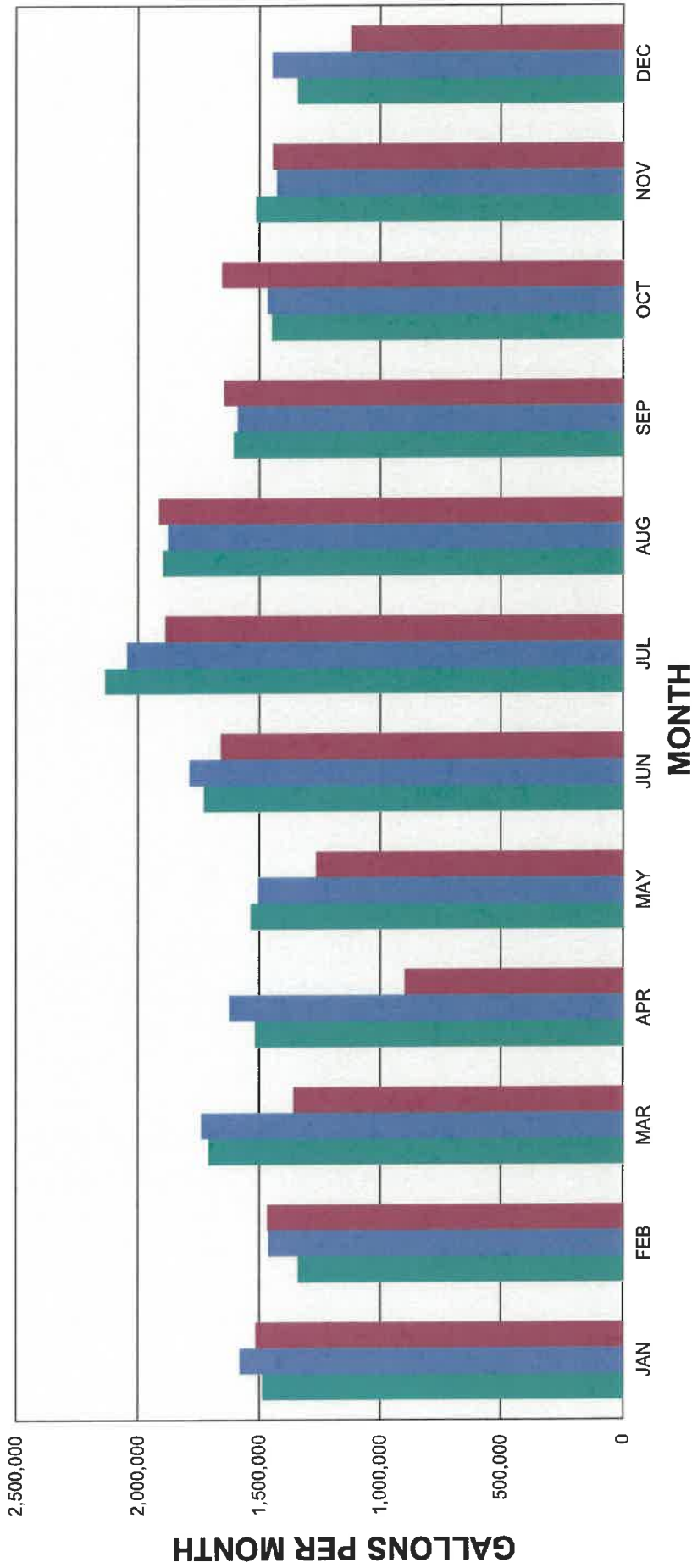
ABCSD AVERAGE DAILY WWTP EFFLUENT FLOW (2018 - 2020)

2018 2019 2020



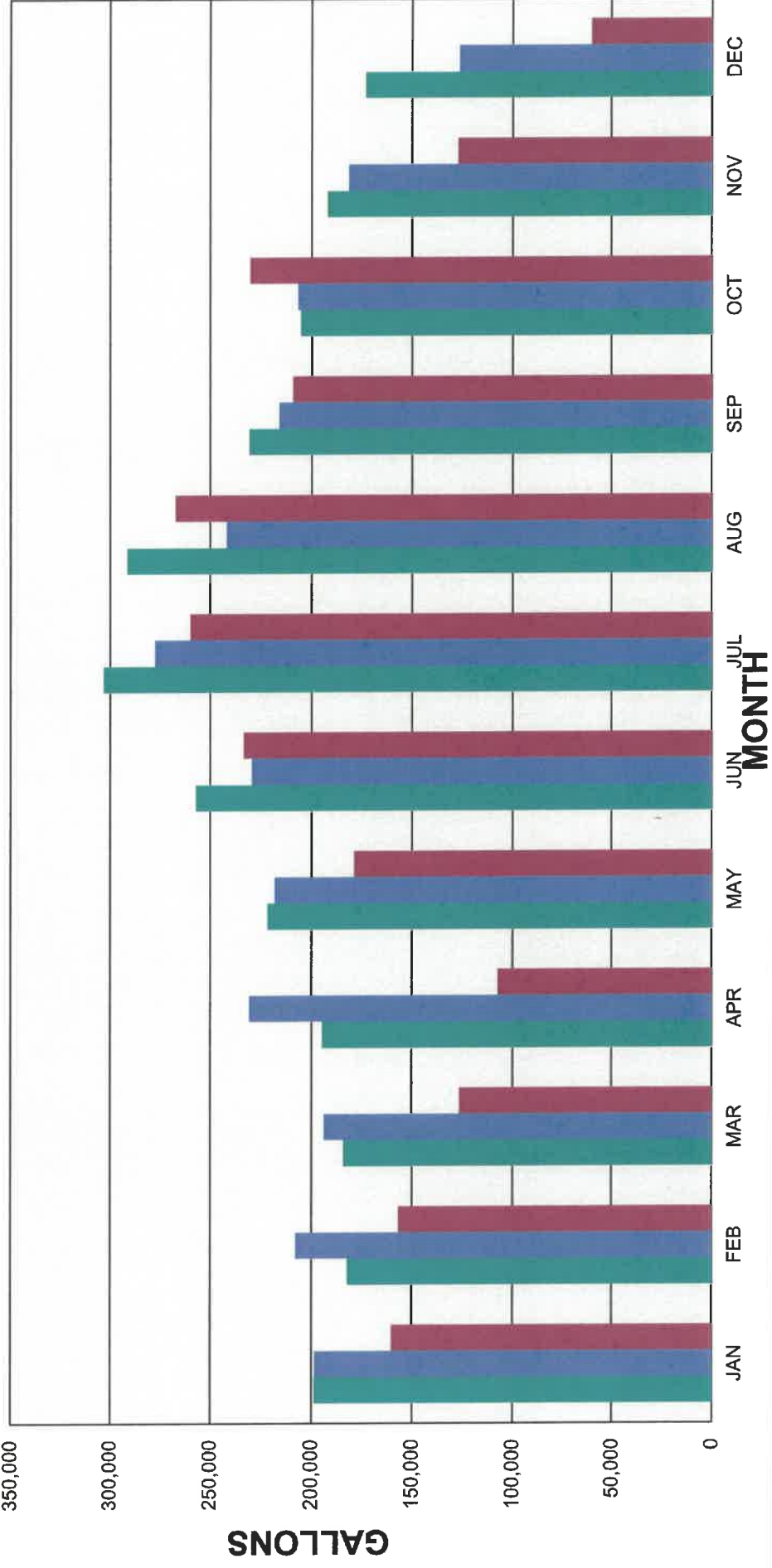
ABCSD MONTHLY TOTAL WWTP EFFLUENT FLOW (2018 - 2020)

■ 2018 ■ 2019 ■ 2020

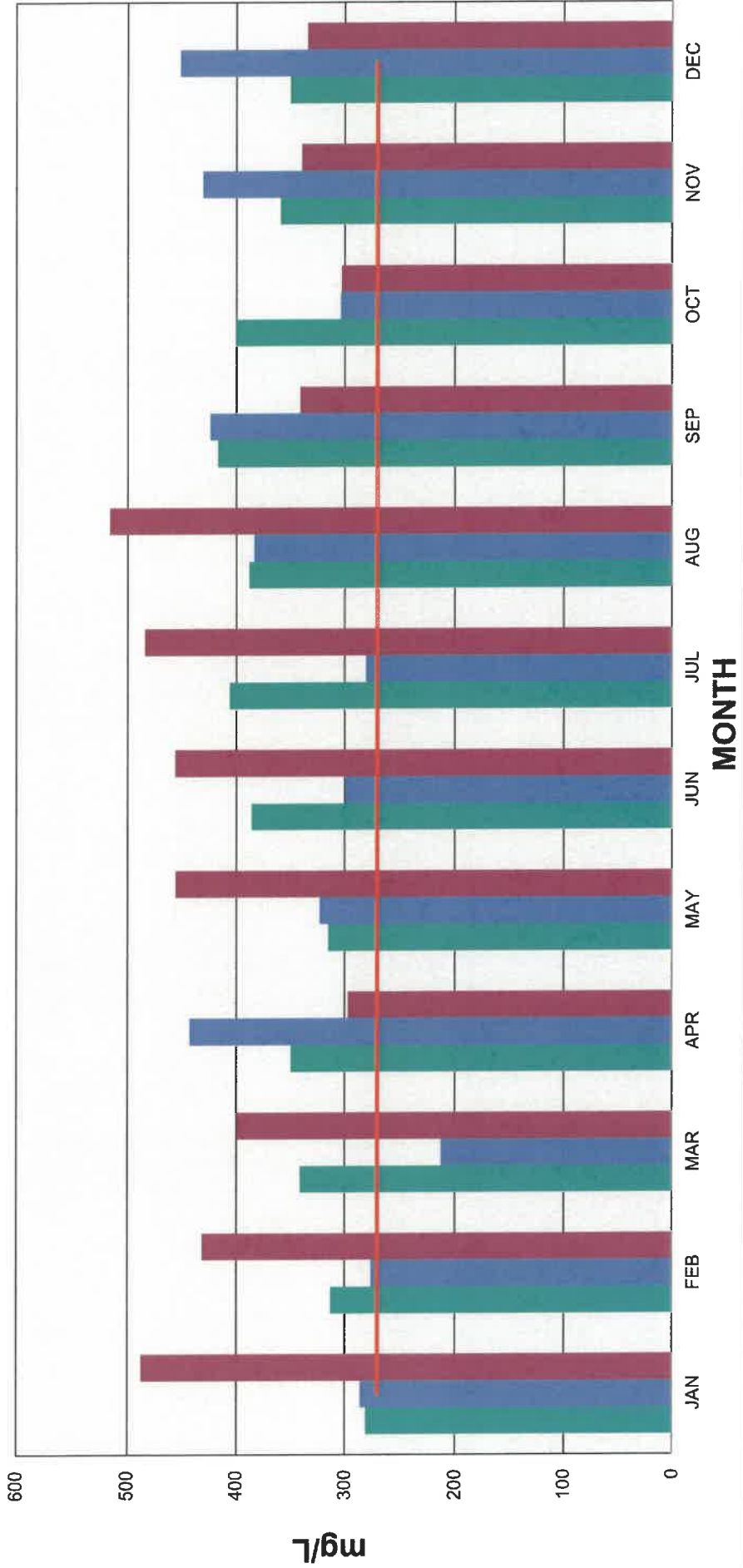


PORT SAN LUIS MONTHLY TOTAL FLOW (2018 - 2020)

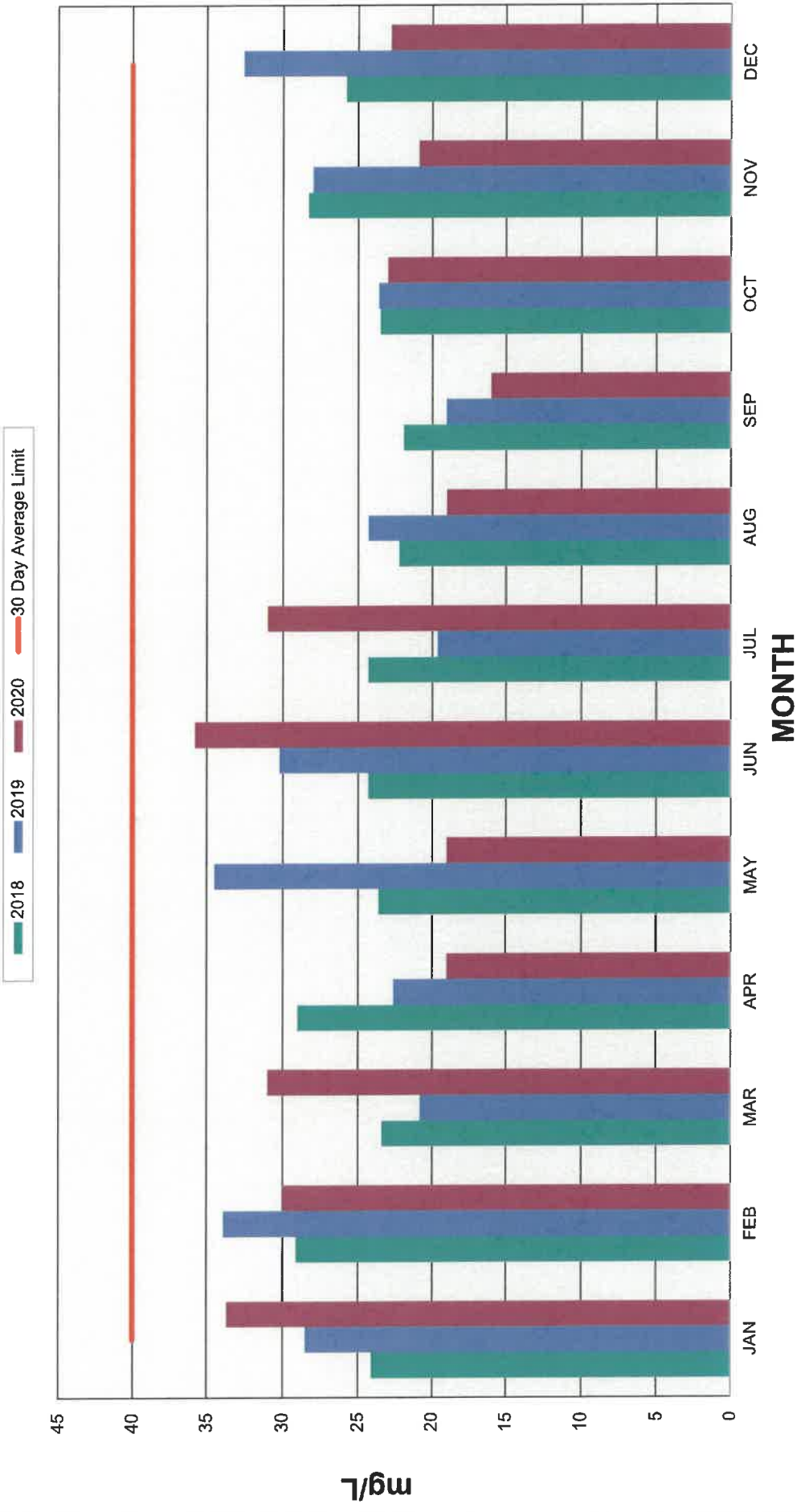
2018 2019 2020



ABCSD MONTHLY AVERAGE INFLUENT BOD (2018 - 2020)

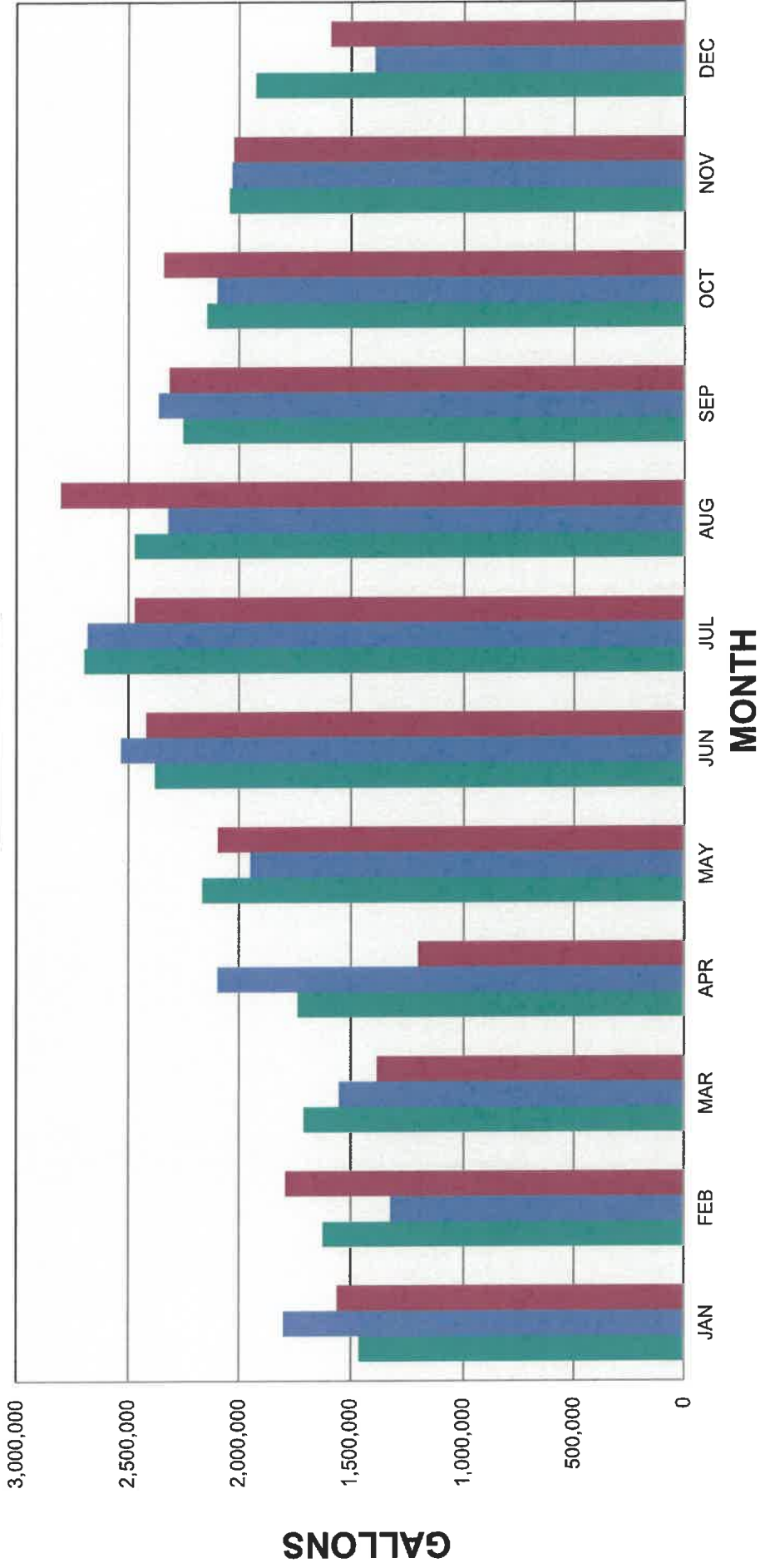


ABCSD MONTHLY AVERAGE EFFLUENT BOD (2018 - 2020)



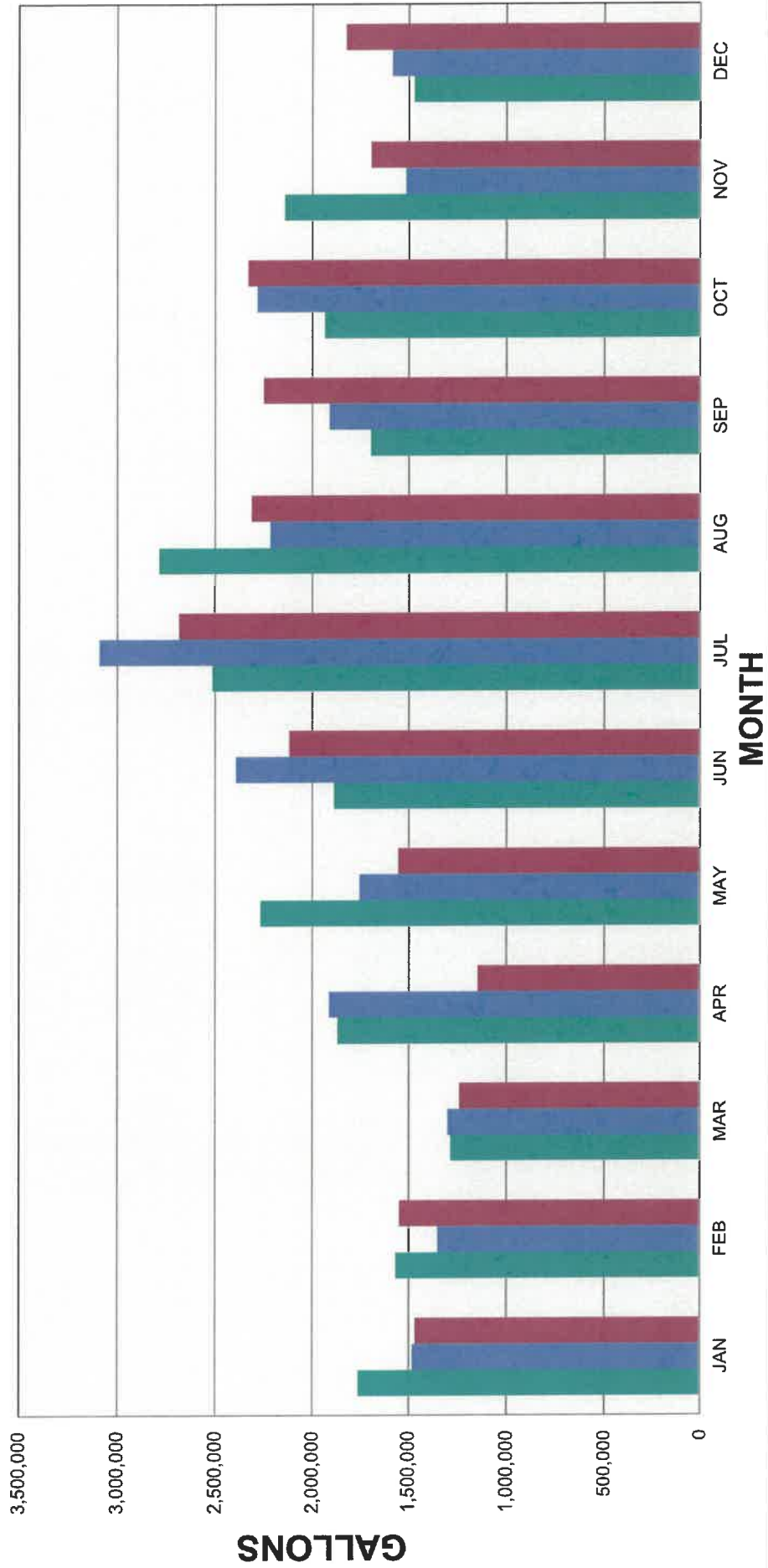
ABCSD MONTHLY WATER PURCHASED FROM LOPEZ (2018 - 2020)

■ 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: February 9, 2021

SUBJECT: FY 2020-2021 Mid-Year Budget Review

Recommendation:

Receive Report; Provide direction to staff on any adjustments for the approved FY 2020/2021 Budget.

Discussion:

Each year the Board adopts a budget for the financial operations of the District. In order to track District finances and to keep the Board up to date, staff prepares monthly Financial Review reports for the agenda packets that include the monthly checks written and deposits, a profit and loss statement, and a balance sheet. Staff typically prepares a more detailed mid-year budget review for the current fiscal year through the end of December 2020, for the February Board packet. The mid-year review presents the overall budgeted and actual mid-year income and expenses, as well as, the budgeted and actual mid-year income and expenses by fund class.

At the 50% benchmark District income is at 55% and expenses are at 56% of their respective budget amounts. As noted in the General Manager's Report, the County recently estimated that FY 2020/21 tax revenue will be \$713,000. This is an increase of \$13,000 from the approved budget amount of \$700,000. The two biggest income sources, Operating Revenue and County Taxes are slightly above the 50% benchmark. Staff anticipates year-end expenses will come in at about 95% - 100% of the budgeted amounts. The District operates with several enterprise funds or fund "classes" and a General/Administration fund. Below is a summary of the combined Operation and Maintenance budget followed by a fund by fund analysis.

Combined Operating Budget Summary:

Total	FY 20-21 Budget	Actual Through 12-31-2020	% of Budget
Income	\$ 1,727,500	\$ 954,000	55%
Expenses	\$ 1,677,000	\$ 870,000	57%

A summary of the District's Mid-Year Profit and Loss Budget vs. Actual Mid-Year is provided as an attachment to this staff report.

Administrative/General Fund

Total	<u>FY 20/21 Budget</u>	<u>Actual Through 12-31-2020</u>	<u>% of Budget</u>
Income	\$ 473,000	\$ 156,000	33%
<u>Expenses</u>	<u>\$ 465,000</u>	<u>\$ 338,000</u>	73%

Income for the Administrative/General budget comes from County taxes, interest on reserve funds and franchise fee income. The major Administrative/General Fund expense items include: Cal Fire support services contract (\$234,000); Payroll expenses (\$68,500); Contract labor expenses (\$58,000); Legal expenses; Insurance premiums; Membership dues; and Accounting and Audit support.

Income for the Administrative/General Fund is slightly behind the 50% benchmark. This is due to the fact that we are transferring more funds than needed to the Water and Sanitary funds. Staff will make an adjustment that will correct this and have income on budget by the end of the fiscal year. Administrative expenses are above the 50% benchmark, but this is due to the District paying the entire Cal Fire annual contract amount in the first half of the fiscal year. Staff anticipates income and expenses will be on budget by the end of the fiscal year.

Street Light Fund

Total	<u>FY 20/21 Budget</u>	<u>Actual Through 12-31-2020</u>	<u>% of Budget</u>
Income	\$ 17,200	\$ 10,000	59%
<u>Expenses</u>	<u>\$ 15,500</u>	<u>\$ 5,300</u>	35%

The Street Lighting Fund income includes \$16,000 of general fund tax revenues and reimbursement of electrical costs from the Port San Luis Harbor District for their share of the embarcadero wall lights. Expenses include electrical costs and periodic replacement of bulbs and maintenance of fixtures. Staff anticipates that this fund will be on target for both budgeted income and expenses at year end.

Solid Waste Fund

Total	<u>FY 20/21 Budget</u>	<u>Actual Through 12-31-2020</u>	<u>% of Budget</u>
Income	\$ 17,500	\$ 11,000	63%
<u>Expenses</u>	<u>\$ 17,000</u>	<u>\$ 7,000</u>	41%

The Solid Waste Fund is slightly above benchmark for income and slightly below benchmark for expenses. Income from this fund goes primarily to fund Administrative/General Expenses for the solid waste program and help with the District's rate assistance program. The Solid Waste Fund is funded through the Franchise fee paid by South County Sanitary Services to the District.

Sanitary Fund

Total	<u>FY 20/21 Budget</u>	<u>Actual Through 12-31-2020</u>	<u>% of Budget</u>
Income	\$ 695,000	\$ 466,000	67%
Expenses	\$ 583,000	\$ 295,000	50%

The Sanitary Fund is above the 50% benchmark for income and on target for expenses. The income is above benchmark due to increased tax revenues going to the fund. Staff will make an adjustment in the second half of the fiscal year to correct this issue. Staff projects that year end income and expenses will be on budget for the Sanitary Fund.

Water Fund

Total	<u>FY 20/21 Budget</u>	<u>Actual Through 12-31-2020</u>	<u>% of Budget</u>
Income	\$ 525,000	\$ 311,000	59%
Expenses	\$ 456,000	\$ 232,000	51 %

The Water Fund is slightly above the 50% benchmark for income and expenses are at the mid-year benchmark. The major budget expenses for the water fund are the purchase of Lopez and State Water (\$311,000). Staff anticipates the Water Fund income and expenses will be on budget at the end of the fiscal year.

Summary

Overall the District remains in a secure financial position. Fiscal year tax revenues are anticipated to come in approximately \$13,000 above budget and water and sewer revenues are projected to be on budget. Operating expenses are slightly above benchmark for the first half of the fiscal year due to pre-paying several large annual invoices. Staff anticipates operating expenses will be at budget by the end of the fiscal year. Barring any significant maintenance and repair projects in the second half of the fiscal year, staff anticipates the District will be able to direct approximately \$100,000 to the District's Reserve Fund accounts at fiscal year-end. As of mid-year, the District has received approximately \$65,000 in water & sewer Connection Fees. To date the Port San Luis Harbor District has reimbursed the CSD approximately \$65,000 for their share of capital improvement projects at the WWTP.

11:21 AM

Avila Beach Community Services District

02/03/21

Profit & Loss Budget vs. Actual Total Mid-Year FY2020-21

Accrual Basis

July through December 2020

	Jul - Dec 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 - Income Summary				
4010 - Operating Revenue	502,631.99	875,000.00	-372,368.01	57.4%
4012 - Solid Waste Franchise Fee	10,986.80	17,500.00	-6,513.20	62.8%
4020 - Contract Services-Ambulance	2,158.31	3,800.00	-1,641.69	56.8%
4030 - County Taxes	381,085.90	700,000.00	-318,914.10	54.4%
4050 - Harbor Charges				
4052 - Front Street Lighting	382.50			
4053 - WWTP O&M	38,702.00			
4050 - Harbor Charges - Other	0.00	66,200.00	-66,200.00	0.0%
Total 4050 - Harbor Charges	39,084.50	66,200.00	-27,115.50	59.0%
4600 - Interest Income	17,927.81	65,000.00	-47,072.19	27.6%
Total 4000 - Income Summary	953,875.31	1,727,500.00	-773,624.69	55.2%
Total Income	953,875.31	1,727,500.00	-773,624.69	55.2%
Gross Profit	953,875.31	1,727,500.00	-773,624.69	55.2%
Expense				
5100 - Merchant Credit Card Fees				
5110 - Amex	87.75			
5120 - Chase Paymentech	804.14			
5140 - Invoice Cloud	2,341.67			
5100 - Merchant Credit Card Fees - Other	0.00	6,000.00	-6,000.00	0.0%
Total 5100 - Merchant Credit Card Fees	3,233.56	6,000.00	-2,766.44	53.9%
5200 - Payroll Expenses				
5210 - Gross Wages				
5211 - Regular Pay	18,357.37			
5012 - Holiday Pay	749.28			
5014 - Sick Pay	62.44			

Avila Beach Community Services District
Profit & Loss Budget vs. Actual Total Mid-Year FY2020-21
July through December 2020

	Jul - Dec 20	Budget	\$ Over Budget	% of Budget
5016 · Vacation Pay	1,561.00			
5210 · Gross Wages - Other	0.00	42,000.00	-42,000.00	0.0%
Total 5210 · Gross Wages	20,730.09	42,000.00	-21,269.91	49.4%
5230 · Payroll Taxes	370.19	950.00	-579.81	39.0%
5240 · Health & Medical Exp.				
5242 · Health Ins / Other	4,800.00	8,400.00	-3,600.00	57.1%
Total 5240 · Health & Medical Exp.	4,800.00	8,400.00	-3,600.00	57.1%
5250 · PERS Company Pd Expense				
5254 · PERS Co Pd Kathy	11,379.00	12,000.00	-621.00	94.8%
5256 · PERS Co Pd Kristi	2,707.01	4,500.00	-1,792.99	60.2%
Total 5250 · PERS Company Pd Expense	14,086.01	16,500.00	-2,413.99	85.4%
5260 · Work Comp Insurance	887.35	1,200.00	-312.65	73.9%
5280 · Payroll Administration & Misc.	663.72	1,500.00	-836.28	44.2%
Total 5200 · Payroll Expenses	41,537.36	70,550.00	-29,012.64	58.9%
6000 · Administrative Overheads				
6127 · Gifts	324.28			
6102 · Accounting	6,885.00	15,500.00	-8,615.00	44.4%
6103 · Accounting Audit	7,800.00	11,000.00	-3,200.00	70.9%
6115 · Bank Service Charges	0.00			
6120 · Dues & Subscriptions	11,803.80	7,650.00	4,153.80	154.3%
6130 · LAFCo Fees	0.00	8,500.00	-8,500.00	0.0%
6135 · Legal	828.00	28,000.00	-27,172.00	3.0%
6140 · Office Supplies & Postage				
6142 · Postage & Shipping	1,033.95	0.00	1,033.95	100.0%
6143 · Supplies, Office	910.77			
6140 · Office Supplies & Postage - Other	14.73	10,000.00	-9,985.27	0.1%

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02/03/21

Accrual Basis

Avila Beach Community Services District
Profit & Loss Budget vs. Actual Total Mid-Year FY2020-21
 July through December 2020

	Jul - Dec 20	Budget	\$ Over Budget	% of Budget
Total 6140 · Office Supplies & Postage	1,959.45	10,000.00	-8,040.55	19.6%
6145 · Public Notices	373.89	1,000.00	-626.11	37.4%
6150 · Rate Assistance	7,324.42	9,500.00	-2,175.58	77.1%
6160 · Training	0.00	2,500.00	-2,500.00	0.0%
6165 · Travel	0.00	2,000.00	-2,000.00	0.0%
6170 · Website	1,200.00	2,800.00	-1,600.00	42.9%
Total 6000 · Administrative Overheads	38,498.84	98,450.00	-59,951.16	39.1%
6500 · Operating Expenses				
6503 · Chemicals	27,993.14	80,500.00	-52,506.86	34.8%
6505 · Contract Labor O & M	120,414.04	267,000.00	-146,585.96	45.1%
6506 · Contract Labor GM	19,357.50	60,000.00	-40,642.50	32.3%
6507 · Contract Labor Civil Engineer	38,932.50	85,000.00	-46,067.50	45.8%
6510 · Critical Spare Parts	2,160.47	12,000.00	-9,839.53	18.0%
6515 · Engineering	0.00	12,500.00	-12,500.00	0.0%
6518 · Equipment Expense	141.63			
6520 · Equipment Repair & Maint.				
6522 · Equip. Rep. & Maint-Avila & HD	47,257.08			
6524 · Equip. Rep. & Maint. Avila Only	21,590.47			
6520 · Equipment Repair & Maint. - Other	8,853.15	81,000.00	-72,146.85	10.9%
Total 6520 · Equipment Repair & Maint.	77,700.70	81,000.00	-3,299.30	95.9%
6525 · Fat Oil & Grease (FOG)	1,735.50	5,000.00	-3,264.50	34.7%
6530 · Generator Maintenance	2,030.00	10,000.00	-7,970.00	20.3%
6535 · Insurance P/L	11,513.90	22,300.00	-10,786.10	51.6%
6540 · Lab Tests	20,837.00	47,000.00	-26,163.00	44.3%
6542 · Maintenance	1,630.00	2,500.00	-870.00	65.2%
6550 · Operating Supplies	2,076.24	7,500.00	-5,423.76	27.7%
6555 · Permits & Fees	7,615.70	14,000.00	-6,384.30	54.4%
6560 · Plan Checks	0.00	1,000.00	-1,000.00	0.0%
6565 · Regulatory Compliance	6,490.33	6,000.00	490.33	108.2%
6567 · Repairs, Building	0.00	5,000.00	-5,000.00	0.0%

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02/03/21

Accrual Basis

Avila Beach Community Services District
Profit & Loss Budget vs. Actual Total Mid-Year FY2020-21
 July through December 2020

	Jul - Dec 20	Budget	\$ Over Budget	% of Budget
6570 · Safety Gear	137.64	1,250.00	-1,112.36	11.0%
6575 · Small Tools	0.00	1,000.00	-1,000.00	0.0%
6580 · Solids Handling	14,360.00	40,000.00	-25,640.00	35.9%
6585 · Telephone / Internet	3,252.22	7,500.00	-4,247.78	43.4%
6590 · Utilities	25,704.20	47,500.00	-21,795.80	54.1%
6500 · Operating Expenses - Other	50.28			
Total 6500 · Operating Expenses	384,132.99	815,550.00	-431,417.01	47.1%
6600 · Cal Fire Contract Labor	233,822.00	234,000.00	-178.00	99.9%
6800 · Water				
6802 · Lopez	151,131.64	121,000.00	30,131.64	124.9%
6805 · State Water	17,191.99	190,000.00	-172,808.01	9.0%
Total 6800 · Water	168,323.63	311,000.00	-142,676.37	54.1%
6900 · Yard Improvements	0.00	1,000.00	-1,000.00	0.0%
9999 · Suspense	305.01			
Total Expense	869,853.39	1,536,550.00	-666,696.61	56.6%
Net Ordinary Income	84,021.92	190,950.00	-106,928.08	44.0%
Other Income/Expense				
Other Income				
7000 · Other Income	6.50			
7200 · Non-Operating Income				
7210 · Connection Fees	64,784.00			
7220 · CIP Harbor	8,065.00			
Total 7200 · Non-Operating Income	72,849.00			
Total Other Income	72,855.50			
Other Expense				

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02/03/21

Avila Beach Community Services District
Profit & Loss Budget vs. Actual Total Mid-Year FY2020-21

Accrual Basis

July through December 2020

	Jul - Dec 20	Budget	\$ Over Budget	% of Budget
8050 · New Assets to be Added & Depr	0.00	140,000.00	-140,000.00	0.0%
8200 · Non-Operating Expenses				
8230 · Capital Purchases in Prog Sani				
8245 · WWTP Improvement Project	42,107.08			
8245b · WWTP Phase I Design	121,177.81			
8245c · WWTP MBR Purchase				
Total 8245 · WWTP Improvement Project	163,284.89			
8246 · WW Swr Ln Rplmt San Migl				
8246c · WW Swr Ln Rplmt Sn Migl Phase 3	2,386.25			
Total 8246 · WW Swr Ln Rplmt San Migl	2,386.25			
Total 8230 · Capital Purchases in Prog Sani	165,671.14			
8270 · Capital Purchases in Prog Water				
8272 · W-2 Water System Valve/ Meter	1,964.54			
Total 8270 · Capital Purchases in Prog Water	1,964.54			
Total 8200 · Non-Operating Expenses	167,635.68			
Total Other Expense	167,635.68	140,000.00	27,635.68	119.7%
Net Other Income	-94,780.18	-140,000.00	45,219.82	67.7%
Net Income	-10,758.26	50,950.00	-61,708.26	-21.1%

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: February 9, 2021

SUBJECT: Preliminary Intent to Serve Request: Keese Project, 208 Front Street, 2 separate Residential units, APN 076-220-025

Recommendation:

Receive Staff Report; Conditionally Approve the Preliminary Intent to Serve Request

Funding:

The applicant provided a check in the amount of \$1,000 for the application processing fee as described in Resolution No. 97-2 for processing an "Intent to Serve" letter review. In addition the applicant has provided an Engineering and Inspection Agreement to cover any additional District costs for review and processing of the Will Serve Application

Discussion:

Attached for Board consideration is a Preliminary Will Serve Application dated January 20, 2021, from Bill and Jim Keese, owners of the subject property. The applicants are requesting water and sewer service for the existing vacant lot at 208 Front Street. The applicant is requesting service for 2 new separate single family residential units. Proposed Unit A has 1,950 square feet of residential space and includes 4 bedrooms and Unit B has 1,950 square feet of residential space and includes 5 bedrooms.

Staff has prepared an estimated Connection Fee worksheet that is attached to this staff report. The Connection Fee estimate is based on project engineering and architectural drawings submitted by the applicants and applying the fees from Resolution No. 2013-08, adopted by the Board in December 2013. Staff recommends approval of Preliminary Will Serve Application. The District's existing water and sewer systems have the capacity to provide the requested level of service.

Avila Beach Community Services District
PRELIMINARY WILL SERVE APPLICATION

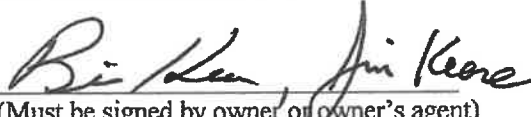
1. Owner Name: Jim and Bill Keese
2. Business Address: 394 Tolosa Way, San Luis Obispo, CA 93405
3. Mailing Address: 394 Tolosa Way, San Luis Obispo, CA 93405
4. Phone Number: (805) 458-6831
5. Agent's Name(Architect or Engineer): Dante Pechenino (Walsh Engineering); Megan Martin (agent)
6. Mailing Address: 1108 Garden Street Ste. 202-204, San Luis Obispo, CA 93401
7. Phone Number: (805) 319-4948 x105
8. Assessor's Parcel Number(APN) of lot(s) to be served: 076-222-025
9. Project's Location: Corner of San Antonia and Front Street
208 Front Street
10. San Luis Obispo County Planning Department/Tract Development No.: N/A
11. Number of Residential Units: 2 Number of Bedrooms: 7
12. Type of Use:
 - Single Family Residence Duplex Triplex Multi-Family
 - Subdivision
 - Commercial
 - Multi-use** (Project Description) 2 separate vacation rentals
Type _____
 - Remodel: (Project Description) _____
13. **Applications for multi-use projects, commercial projects, projects that exceed two (2) residential units, or multi-family projects will not be approved until the following have been submitted to the District for its review:**
 - r. Two (2) separate sets of site plans that show the approximate square footage of each unit, the site topography and an estimate of the number of water fixtures to serve each unit in the project; and
 - s. An engineer or architect's estimate of monthly water and sewer and demand (in gallons per month) for the project.

14. The Applicant agrees that in accordance with generally accepted construction practices, Applicant shall assume sole and complete responsibility for the condition of the job site during the course of the project, including the safety of persons and property; that this requirement shall apply continuously and not be limited to normal working hours; and the Applicant shall defend, indemnify, and hold the District and District's agents, employees and consultants harmless from any and all claims, demands, damages, costs, expenses (including attorney's fees) judgements or liabilities arising out of the performance or attempted performance of the work on this project; except those claims, demands, damages, costs, expenses (including attorney's fees) judgements or liabilities resulting from the negligence or willful misconduct of the District.

Nothing in the foregoing indemnity provision shall be construed to require Applicant to indemnify District against any responsibility or liability or contravention of Civil Code §2782.

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

Date 1/20/2021


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

Jim and Bill Keese

Print name

ENGINEERING CHECKING AND INSPECTION AGREEMENT

Whereas, _____ of the County of San Luis Obispo, State of California, hereinafter referred to as "Applicant", has applied for and received, preliminary approval of _____ (hereinafter "Project") from the Avila Beach Community Services District, a political sub-division of the County of San Luis Obispo, hereinafter referred to as the "District",

NOW THEREFORE, THIS AGREEMENT made and entered into this _____ day of _____, 2019, by and between the Applicant and District;

WITNESSETH:

1. The Applicant shall reimburse the District for the cost of checking the subdivision map, the project improvement plans, and the cost of inspection of any such improvements by the District's staff and agents. For all services rendered by District staff, the Applicant shall be charged and pay to the District the actual costs. The District shall invoice the Applicant for such plans checking and/or inspection costs, if any; and amounts unpaid thirty days from the date of the District's invoice shall bear interest at the rate of 1½ percent per month beginning thirty days after the date of said invoice.
2. Permission is hereby granted to the District, or its authorized agent, to enter upon the land which is the subject of the Project for the purpose of inspection of any and/or all work to be done under the agreement.
3. The Applicant shall employ an Engineer of Work to provide inspection during the course of construction, to certify to the District that the improvements were installed in accordance with approved plans, and to submit as built plans to the District. If the Engineer of Work is other than the designing engineer or is replaced during the course of construction, the District shall be notified in writing; and each such engineer of work shall certify as to their respective involvement. The District may make such additional inspections as is deemed necessary and shall be available to review field conditions and/or proposed changes with the Engineer of Work.
4. It is understood and agreed by the between the Parties hereto that this agreement shall bind the heirs, executors, administrators' successors and assigns of the respective Parties to this agreement.
5. The Applicant shall defend, indemnify and save harmless the District, its officers, agents and employees from any and all claims, demands, damages, costs, expenses, or liability occasioned by the performance or attempted performance of the provisions hereof, or in any way arising out of the Agreement, including, but not limited to, inverse condemnation, equitable relief, or any wrongful act or any negligent act or omission to act on the part of the Applicant or of agents, employees, or independent contractors directly responsible to the Applicant, providing further than the foregoing shall apply to any wrongful acts, or any actively or passively negligent acts or omissions to act, committed jointly or concurrently by the Applicant, the Applicant's agents, employees, or independent contractors. Nothing contained in the foregoing indemnity provisions shall be construed to require the Applicant to indemnify the District against any responsibility or liability in contravention of Section 2782 of the Civil Code.

IN WITNESS WHEREOF the Applicant has hereunto set his hand and the District has caused these presents to be signed and its corporate seal hereto affixed by its duly sworn and authorized officers the day and year first herein above written.

Applicant

BILLING ADDRESS:

Name: Jim Keese

Address: 394 Tolosa Way
San Luis Obispo, CA 93405

Phone: (805) 458-6831

Email: jkeese@calpoly.edu

General Manager
Avila Beach Community Services District

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

Keese Project, 208 Front Street, Avila Beach

1 OF 2

Applicant:	Jim and Bill Keese	A.P.N.	076-222-025
Mailing Address:	394 Tolosa Way		
	San Luis Obispo, CA 93405		
Project Address:	208 Front Street		
	Avila Beach, CA		
Phone Number:	(805) 458-6831		
Estimated By:	B Hagemann	Date:	February 2, 2021
Co. Building Permit # :			
Land Use			
Architect:	brackett architecture office		
	(805) 704-0535		
Project Description:	Two each New separate SFRs.		
	Unit A- 4 Bdrm; Unit B - 5 Bdrm		
	Approximately 1,950 sf each		

PRELIMINARY WILL SERVE ISSUED	DATE	
PRELIMINARY WILL SERVE EXTENSION ISSUED	DATE	
FIRE DEPARTMENT APPROVAL RECEIVED	DATE	
FINAL WILL SERVE APPROVED	DATE	
FINAL WILL SERVE FEES PAID 50% Due at issue of Final Will Serve Letter	DATE	
FINAL WILL SERVE FEES PAID Remainder due prior to occupancy	DATE	
METER SET	DATE	
SERVICE INITIATED	DATE	
FINAL COST ACCOUNTING COMPLETED	DATE	
REFUND / BILLING COMPLETED	DATE	
NOTES:		

Preliminary ASSESSMENT SUMMARY

New 4 Bed Rm & 5 Bed Rm SFR \$71,019.00

TOTAL ASSESSMENTS DUE

\$71,019.00

January 29, 2021

Project Name:

Keese Project 208 Front Street. APN 076-222-025

WATER ASSESSMENTS

A. Assessment	<i>New 4 Bed Room SFR</i>	\$10,753.00
	<i>New 5 Bed Room SFR</i>	\$12,904.00
B. Hook-up Fee	2 each -1" (Set New Meter and Box Only)	\$1,200.00
C. Past Use Credit		
SUBTOTAL	\$	\$24,857.00

WASTEWATER ASSESSMENTS

A. Assessment	<i>New 4 Bed Room SFR</i>	\$20,801.00
	<i>New 5 Bed Room SFR</i>	\$24,961.00
B. Hook-up Fee:	1 Standard Connection	\$400.00
C. Past Use Credit		
SUBTOTAL	\$	\$46,162.00

Remodel Assessments **\$71,019.00**

RESOLUTION NO. 2013- 08

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

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

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

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

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

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

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

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

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

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

AYES: Rowe, Janowicz, Waldron, Kelley

NOES: None

ABSENT: Richards

ABSTAIN: None



Peter Kelley, President
Avila Beach Community Services District

ATTEST:



John Wallace
District General Manager and
Secretary to the Board

APPROVED AS TO FORM:



Michael W. Seitz
District Legal Counsel

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

Type of Use	Existing Water Capacity Fee ^{1,2}	Equivalence to a 2-Bedroom SFR Unit ³	Scenario 1	Scenario 2
			Updated Capacity Fee Based on 2-Bedroom Equivalency	Updated Capacity Fee Based on 2-Bedroom Equivalency
Single Family Residence or Condominium, per Residence				
One Bedroom	\$4,780.57	0.67	\$3,442	\$4,301
Two Bedroom	\$7,170.86	1.00	\$5,163	\$6,452
Three Bedroom	\$9,561.15	1.33	\$6,884	\$8,602
Four Bedroom	\$11,951.43	1.67	\$8,605	\$10,753
Multi Dwelling				
One Bedroom	\$3,824.46	0.53	\$2,754	\$3,441
Two Bedroom	\$5,736.69	0.80	\$4,130	\$5,161
Three Bedroom	\$7,648.92	1.07	\$5,507	\$6,882
Mobile Home	\$4,780.57	0.67	\$3,442	\$4,301
Barber Shop (per chair)	\$1,912.23	0.27	\$1,377	\$1,720
Beauty Shop (per chair)	\$2,390.29	0.33	\$1,721	\$2,151
Dentist Office (per chair)	\$14,341.72	2.00	\$10,326	\$12,903
Department Store (per employee)	\$764.89	0.11	\$551	\$688
or, if larger, (per 1,000 square feet)	\$2,292.92	0.32	\$1,652	\$2,063
Drug Store	\$9,561.15	1.33	\$6,884	\$8,602
wFountain Service add:	\$25,815.10	3.60	\$18,517	\$23,226
if Serving Meals add (per seat):	\$956.11	0.13	\$688	\$860
Laundry				
(per Standard washing machine)	\$19,122.29	2.67	\$11,768	\$17,205
Meal Market				
(per 1,000 square feet of floor area)	\$956.11	0.13	\$688	\$860
Motel or Hotel (per room)	\$2,390.29	0.33	\$1,721	\$2,151
Office Building				
(per employee)	\$478.06	0.07	\$344	\$430
or, if larger, (per 1,000 square feet)	\$2,294.68	0.32	\$1,652	\$2,065
Physicians Office				
(per examining room)	\$3,824.46	0.53	\$2,754	\$3,441
Restaurant				
(per seat at 20 gallons per day per seat)	\$382.45	0.05	\$275	\$344
Theatre (per seat)	\$57.37	0.01	\$41	\$52
Other non water intensive establishments:				
(per 500 gallons per day)	\$9,561.15	1.33	\$6,884	\$8,602
Boarding School, Elem (per student)	\$1,434.17	0.20	\$1,033	\$1,290
Boarding School, Senior (per student)	\$1,912.23	0.27	\$1,377	\$1,720
Church (per seat)	\$57.37	0.01	\$41	\$52
Country Club (per member)	\$478.06	0.07	\$344	\$430
Civic Club (per member)	\$57.37	0.01	\$41	\$52
Elementary School (per student)	\$305.96	0.04	\$220	\$275
Nursing Homes (per bed)	\$2,868.34	0.40	\$2,065	\$2,581
Rooming House (per resident)	\$1,912.23	0.27	\$1,377	\$1,720
Summer Camps (per resident or camper)	\$1,147.34	0.16	\$826	\$1,032

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

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

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

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

Type of Use	Existing Water Capacity Fee ^{1,2}	Equivalence to a 2-Bedroom SFR Unit ³	Scenario 1	Scenario 2
			Updated Capacity Fee Based on 2-Bedroom Equivalency	Updated Capacity Fee Based on 2-Bedroom Equivalency
Single Family Residence or Condominium, per Residence				
One Bedroom	\$980.94	0.67	\$6,253	\$8,320
Two Bedroom	\$1,471.41	1.00	\$9,379	\$12,481
Three Bedroom	\$1,961.88	1.33	\$12,505	\$16,641
Four Bedroom	\$2,452.35	1.67	\$15,632	\$20,801
Multi Dwelling*				
One Bedroom	\$784.75	0.53	\$5,002	\$6,656
Two Bedroom	\$1,177.13	0.80	\$7,503	\$9,985
Three Bedroom	\$1,569.51	1.07	\$10,004	\$13,313
Mobile Home*	\$980.94	0.67	\$6,253	\$8,320
Barber Shop** (per chair)	\$392.38	0.27	\$2,501	\$3,328
Beauty Shop** (per chair)	\$490.47	0.33	\$3,126	\$4,160
Dentist Office** (per chair)	\$2,942.83	2.00	\$18,758	\$24,962
Department Store (per employee)	\$156.95	0.11	\$1,000	\$1,331
or, if larger, (per 1,000 square feet)	\$470.49	0.32	\$2,999	\$3,991
Drug Store**	\$1,961.88	1.33	\$12,505	\$16,641
w/Fountain Service add:	\$5,297.09	3.60	\$33,745	\$44,931
if Serving Meals add (per seat):	\$196.19	0.13	\$1,251	\$1,664
Laundry**	\$3,923.77	2.67	\$25,911	\$33,282
(per Standard washing machine)				
Meat Market**	\$196.19	0.13	\$1,251	\$1,664
(per 1,000 square feet of floor area)				
Motel or Hotel (per room)	\$490.47	0.33	\$3,126	\$4,160
Office Building**				
(per employee)	\$98.09	0.07	\$625	\$832
or, if larger, (per 1,000 square feet)	\$470.85	0.32	\$3,041	\$3,994
Physicians Office**	\$784.75	0.53	\$5,002	\$6,656
(per examining room)				
Restaurant**	\$78.48	0.05	\$500	\$666
(per seat at 20 gallons per day per seat)				
Theatre** (per seat)	\$11.77	0.01	\$75	\$100
Other non water intensive establishments**				
(per 500 gallons per day)	\$1,961.88	1.33	\$12,505	\$16,641
Boarding School, Elem (per student)	\$294.28	0.20	\$1,876	\$2,496
Boarding School, Senior (per student)	\$392.38	0.27	\$2,501	\$3,328
Church (per seat)	\$11.77	0.01	\$75	\$100
Country Club (per member)	\$98.09	0.07	\$625	\$832
Civic Club** (per member)	\$11.77	0.01	\$75	\$100
Elementary School (per student)	\$62.78	0.04	\$400	\$533
Nursing Homes (per bed)	\$588.57	0.40	\$3,752	\$4,992
Rooming House (per resident)	\$392.38	0.27	\$2,501	\$3,328
Summer Camps (per resident or camper)	\$235.43	0.16	\$1,501	\$1,997

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

The following notes are applicable to the existing capacity fees:


- A. Uses in which a ratio of water used to sewage produced is essentially - 100% water used, 80% sewage produced; based upon \$1,987.54 per acre foot annual water use.
- B. Uses in which a ratio of water used to sewage produced is essentially - 100% water used, 90% sewage produced; based upon \$2,208.38 per acre foot of water used, marked by *.
- C. Uses in which essentially 100% of the water used is converted to sewage; based upon \$3,229.74 per acre foot of water used, marked by **.

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: February 9, 2021

SUBJECT: Annual Review of District By-Laws

Recommendation:

Review current By-Laws and provide direction to Staff

Discussion:

In accordance with District Policy, the Board reviews the District By-Laws each year to determine if they meet the current needs of the District and to keep the information “fresh” in the scope of operating the District.

Attached is a copy of the District By-Laws, for the Board’s review and comment. Legal Counsel will review the By-Laws and provide comments as to any changes that may be desirable from a legal point of view at the meeting.

If the Board wishes more time to finalize their review, this item can be carried forward to a future meeting for final action. Additionally, the District’s insurance carrier (SDRMA) also provides “Credit Incentives” to our liability insurance premium if the Board conducts an annual review of the By-Laws.

AVILA BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTOR
BOARD BY-LAWS AND POLICIES
Updated January 2020

1. OFFICERS OF THE BOARD OF DIRECTORS

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

2. MEETINGS

2.1 Regular Meetings

Subject to holidays and scheduling, Regular meetings of the Board of Directors shall be held on the second Tuesday of each calendar month at 1:00 PM in the Avila Beach Community Services District Office, 100 San Luis Street, Avila Beach. The date, time and place of regular Board meetings shall be reconsidered at the annual organizational meeting of the Board.

2.2 Special Meetings

Special meetings may be called by the President or three (3) Directors with a minimum of twenty-four (24) hours public notice. The Special meeting agenda shall be prepared and distributed pursuant to the procedures of the Brown Act by the General Manager in consultation with the President or in his or her absence, the Vice President or those Directors calling the meeting.

AVILA BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTOR
BOARD BY-LAWS AND POLICIES
Updated January 2020

2.3 Closed Sessions

Closed sessions may be scheduled prior to or at the conclusion of regular and/or special meetings.

2.4 Directors shall attend all regular and special meetings of the Board unless there is good cause for absence.

2.5 The President, or in his/her absence the Vice President, shall be the presiding officer at District Board meetings. He/She shall conduct all meetings in a manner consistent with the policies of the District. He/She shall determine the order in which agenda items shall be considered for discussion and/or actions taken by the Board. He/She shall vote on all questions and on roll call votes his/her name shall be called last.

2.6 Three (3) Directors of the Board shall constitute a quorum for the transaction of business. When a quorum is lacking for a regular, adjourned, or special meeting, the President, Vice President, or any Director shall adjourn such meeting; or, if no Director is present, the District Secretary shall adjourn the meeting.

2.7 Except as otherwise specifically provided by law, a majority vote of the total membership of the Board of Directors is required for the Board of Directors to take action.

2.8 A roll call vote shall be taken upon the passage of all items considered by the Board, and shall be entered in the minutes of the Board, showing those Directors voting aye, those voting no, those not voting because of a conflict of interest or absent.

2.9 Any person attending a meeting of the Board of Directors may record the proceedings with an audio or video tape recorder or a still or motion picture camera in the absence of a reasonable finding that the recording cannot continue without disruptive noise, illumination, or obstruction of view that constitutes or would constitute a disruption of the proceedings.

2.10 All video tape recorders, still and/or motion picture cameras shall remain stationary and shall be located and operated from behind the public speaker's podium once the meeting begins. The presiding officer retains the discretion to alter these guidelines, including the authority to require that all video tape recorders, still and/or motion picture cameras be located in the back of the room.

3. RECONSIDERATION OF PRIOR BOARD ACTIONS

The following rules apply to reconsideration of prior Board actions.

3.1 After the passage of 9 months from the effective date of the motion, resolution, or ordinance, the matter may be placed on the agenda pursuant to Section 5.1 below, or other provisions of the Brown Act.

AVILA BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTOR
BOARD BY-LAWS AND POLICIES
Updated January 2020

- 3.2 Prior to the passage of 9 months, any member of the Board of Directors or the General Manager may request the Board of Directors, by motion, to agree to reconsider a prior Board action at a subsequent meeting of the Board.

- 3.3 The President of the Board of Directors, upon a determination that there is a need to take immediate action, may place an item on the agenda for reconsideration.

4. PUBLIC COMMENT AND RULES OF DECORUM

4.1 Public comment

Subject to the following rules, a block of 20 minutes is set aside for each agenda item for public comment, including general public comment:

- (a) Comments on agendized items should be held until the appropriate item is called.
- (b) Unless otherwise directed by the presiding officer, public comment shall be presented from the podium.
- (c) The person giving public comment shall state his/her name and whether or not he/she lives within the District boundary prior to giving his/her comment. Public comment shall be directed to the presiding officer of the Board.
- (d) The presiding officer, after consideration of the length of the Agenda, the nature of the Agenda item, and meeting limitations, may expand or further limit the 20 minute time allocation for public comment.
- (e) Each public commenter shall be limited to 3 minutes unless shortened or extended by the presiding officer with consideration of the length of the Agenda, the nature of the Agenda item, and meeting limitations.

4.2 Rules of Decorum

The rules of decorum, below, shall apply to public comment and attendance at District meetings.

- (a) Members of the audience shall not engage in disorderly or boisterous conduct, including the utterance of loud, threatening or abusive language, whistling, stamping of feet, clapping and talking (other than giving public comment) or other acts which disrupts the orderly conduct of the District meeting.
- (b) Each person addressing the Board of Directors shall do so in an orderly and civil manner and shall not engage in conduct which disrupts the orderly conduct of the District meeting.

AVILA BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTOR
BOARD BY-LAWS AND POLICIES
Updated January 2020

- (c) No person shall address the Board of Directors without first being recognized by the presiding officer.
- (d) Public comment and public testimony shall be directed to the presiding officer and shall be addressed to the Board of Directors as a whole. The presiding officer shall determine whether, or in what manner, the District will respond to questions.
- (e) Persons addressing the Board are limited to one opportunity per Agenda item unless otherwise directed by the presiding officer in his/her discretion.
- (f) A person cannot defer his/her time allocation to another person.
- (g) Persons addressing the Board shall confine the subject matter of their comments to the Agenda item being considered by the Board of Directors.
- (h) Each person addressing the Board of Directors shall do so in an orderly and civil manner and shall not engage in conduct which disrupts the orderly conduct of the District meeting.
- (i) The presiding officer may rule a speaker out of order who is unduly repetitious or extending discussion of irrelevance.

4.3 Enforcement of Rules of Decorum

Any person who violates the Rules of Decorum may, at the discretion of the President, be removed from the meeting. The Rules of Decorum shall be enforced in the following manner:

- (a) Warning. The presiding officer shall warn the person who is violating the rules of decorum.
- (b) Expulsion. If after receiving a warning from the presiding officer, the person persists in violating the rules of decorum the presiding officer shall order the person to leave the Board meeting room for the remainder of the meeting.
- (c) Assisted Removal. If such person does not voluntarily remove himself/herself, the presiding officer may order any law enforcement officer who is on duty at the meeting, or who may be summoned to the meeting, to remove the person from the Board room.
- (d) Restoration of Order. If order cannot be restored by the removal of individuals who are disrupting the meeting, the Board meeting will be continued under the provisions of Government Code Section 54957.9

AVILA BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTOR
BOARD BY-LAWS AND POLICIES
Updated January 2020

4.4 Limitations (Government Code Section 59454.3(c))

The Rules of Decorum shall not be interpreted to prohibit public criticism of the policies, procedures, programs or services of the District, or the acts or omissions of the District Board of Directors.

5. AGENDAS

5.1 The General Manager, in cooperation with the Board President, shall prepare the agenda for each regular and special meeting of the Board of Directors. Any Director may call the General Manager and request any item to be placed on the agenda no later than 4:00 o'clock P.M. on the Tuesday prior to the meeting date.

5.2 At least 72 hours before a regular meeting, the District shall cause to be posted an agenda containing a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session. A brief general description of an item generally need not exceed 20 words. The agenda shall specify the time and location of the regular meeting and shall be posted in a location that is freely accessible to members of the public.

5.3 The agenda for a special meeting shall be posted at least 24 hours before the meeting following the guidelines of Section 5.2 above.

5.4 In addition to the posting requirements, regular meeting Agendas and special meeting Agendas shall be delivered to individuals, radio and television stations in accordance with the Brown Act.

5.5 Consent Agenda

Those items on the District Agenda which are considered to be of a routine and non-controversial nature are placed on the "Consent Agenda". These items shall be approved, adopted, and accepted, etc. by one motion of the Board of Directors; for example, approval of Minutes, approval of Warrants, various Resolutions accepting developer improvements, minor budgetary items, status reports, and routine District operations.

(a) Directors may request that any item listed under "Consent Agenda" be removed from the "Consent Agenda", and the Board will then take action separately on that item. Members of the public will be given an opportunity to comment on the "Consent Agenda"; however, only a member of the Board of Directors can remove an item from the "Consent Agenda". Items which are removed ("pulled") by Directors of the Board for discussion will typically be heard after other "Consent Agenda" items are approved unless the President chooses an earlier or later time.

(b) A Director may ask questions on any item on the "Consent Agenda". When a Director has a minor question for clarification concerning a consent item which will not involve extended

AVILA BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTOR
BOARD BY-LAWS AND POLICIES
Updated January 2020

discussion, the item may be discussed for clarification and the questions will be addressed along with the rest of the "Consent Agenda". Directors are encouraged to seek clarifications prior to the meeting if possible.

- (c) When a Director wishes to consider/"pull" an item simply to register a dissenting vote, or conflict of interest, the Director shall inform the presiding officer that he/she wishes to register a dissenting vote, or conflict of interest, on a particular item without discussion. The item will be handled along with the rest of the Consent Agenda, and the District Secretary shall register a "no" vote, or conflict of interest, in the minutes on the item identified by the Director.

5.6 No action or discussion may be taken on an item not on the posted agenda; provided, however, matters deemed to be emergencies or of an urgent nature may be added to the agenda under the procedures of the Brown Act. Pursuant to the Brown Act:

- (a) Directors may briefly respond to statements or questions from the public;
- (b) Directors may, on their own initiative or in response to public questions, ask questions for clarification, provide references to staff or other resources for factual information, or request staff to report back at a subsequent meeting;
- (c) The Board may take action to direct the General Manager to place a matter on a future agenda;
- (d) Directors may make brief announcements or make a brief report on his/her own activities under the Director Comment portion of the Agenda.

6. PREPARATION OF MINUTES AND MAINTENANCE OF RECORDINGS

6.1 The minutes of the Board shall be kept by the District Secretary and shall be neatly produced and kept in a file for that purpose, with a record of each particular type of business transacted set off in paragraphs with proper subheads. In addition to other information, described below, that the Board may deem to be of importance, the following information (if relevant) shall be included in each meeting's minutes:

- Date, place and type of each meeting;
- Directors present and absent by name;
- Administrative staff present by name;
- Call to order;
- Time and name of late arriving Directors;
- Time and name of early departing Directors;
- Names of Directors absent or declaring a conflict of interest during any Agenda item upon which action was taken;
- Approval of the minutes or modified minutes of preceding meetings;

AVILA BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTOR
BOARD BY-LAWS AND POLICIES
Updated January 2020

- Approval of financial report
 - Record by number (a sequential range is acceptable) of all warrants approved for payment;
 - Record of the vote of each Director on every action item for which the vote was not unanimous;
 - Resolutions and ordinances described as to their substantive content and sequential numbering;
 - Record of all contracts and agreements, and their amendment, approved by the Board;
 - Approval of the annual budget;
 - Approval of all polices, rules and/or regulations;
 - Approval of all dispositions of District assets;
 - Approval of all purchases of District assets; and,
 - Time of meeting adjournment.
- 6.2** The minutes of the Board of Directors shall record the aye and no votes taken by the members of the Board of Directors for the passage or denial of all ordinances, resolutions or motions.
- 6.3** The District Secretary shall be required to make a record only of such business as was actually considered by a vote of the Board and, except as provided in Sections 6.4, 6.5, and 6.6 below, the District secretary shall not be required to record any remarks of Directors or any other person.
- 6.4** The District Secretary shall attempt to record the names and general place of residence of persons addressing the Board during general public comment.
- 6.5** Any Director may request for inclusion into the minutes brief comments pertinent to an agenda item, only at the meeting in which the item is discussed. In addition, the minutes shall include the names of speakers who provided public comment on each agenda item and a summary of the Directors' reports. Materials submitted with such comments shall be appended to the minutes at the request of the General Manager, District Counsel, the Board President, or any Director.
- 6.6** Whenever the Board acts in a quasi-judicial proceeding such as in assessment matters, the District Secretary shall compile a summary of the testimony of the witnesses.
- 6.7** Subject to equipment malfunction, an audio tape recording of regular and special meetings of the Board of Directors will be made. Any recording of a District meeting made for whatever purpose at the direction of the District shall be subject to inspection pursuant to the California Public Records Act. Consistent with Government Code Section 54953.5(b), the District will maintain the recordings for a 30-day period after the recording. In addition to the 30-day requirement, the District will attempt to maintain the recordings, without legal obligation to do so, for 2 years after the date of the recording.

AVILA BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTOR
BOARD BY-LAWS AND POLICIES
Updated January 2020

7. DIRECTOR GUIDELINES

- 7.1** Directors shall prepare themselves to discuss agenda items at meetings of the Board of Directors. Directors are encouraged to seek clarification prior to the meeting, if possible.
- 7.1** Members of the Board of Directors shall exercise their independent judgment on behalf of the interest of the entire District, including the residents, property owners and the public as a whole.
- 7.2** Directors shall at all times conduct themselves with courtesy to each other, to staff and to members of the audience present at Board meetings.
- 7.3** Differing viewpoints are healthy in the decision-making process. Individuals have the right to disagree with ideas and opinions, but without being disagreeable. Once the Board of Directors takes action, dissenting Directors should not create barriers to the implementation of said action.
- 7.4** Pursuant to Section 54952.2 of the Brown Act:
- (a)** Except during an open and public meeting, a majority of the Board of Directors shall not use a series of communications of any kind, directly or thru intermediaries, to discuss, deliberate, or take action on any item of business that is within the subject matter of the District.
 - (b)** Subsection (a) above shall not be construed as preventing District management staff from engaging in separate conversations or communications with members of the District Board of Directors in order to answer questions or provide information regarding a matter that is within the subject matter jurisdiction of the District, so long as that management staff person does not communicate to members of the Board of Directors the comments or positions of any other member or members of the Board of Directors.
- 7.5** Directors shall not be prohibited by action of the Board of Directors from citing his or her District affiliation or title in any endorsement or publication, so long as no misrepresentation is made, or implied, about the District's position on the issue.
- 7.6** Directors, by making a request to the General Manager, shall have access to information relative to the operation of the District, including, but not limited to, statistical information, information serving as the basis for certain actions of Staff, justification for Staff recommendations, etc. If the General Manager cannot timely provide the requested information by reason of information deficiency, or major interruption in work schedules, work loads, and priorities, then the General Manager shall inform the individual Director why the information is not or cannot be made available. All Directors will receive a copy of all information being distributed.
- 7.7** In handling complaints from residents or property owners within the District, or other members of the public, Directors are encouraged to listen carefully to the concerns, but the complaint should be referred to the General Manager for processing and the District's response, if any.

AVILA BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTOR
BOARD BY-LAWS AND POLICIES
Updated January 2020

- 7.8 Directors, when seeking clarification of policy-related concerns, especially those involving personnel, legal action, land acquisition and development, finances, and programming, should refer said concerns directly to the General Manager.
- 7.9 Directors and General Manager should develop a working relationship so that current issues, concerns and District projects can be discussed comfortably and openly.

8. AUTHORITY OF DIRECTORS

- 8.1 The Board of Directors is the unit of authority within the District. Apart from his/her normal function as a part of this unit, Directors have no individual authority. As individuals, Directors may not commit the District to any policy, act or expenditure.
- 8.2 Directors do not represent any fractional segment of the District but are, rather, a part of the body which represents and acts for the District as a whole.
- 8.3 The primary responsibility of the Board of Directors is the formulation and evaluation of policy. Routine matters concerning the operational aspects of the District are to be delegated to professional staff members of the District.
- 8.4 Directors are responsible for monitoring the District's progress in attaining its goals and objectives.

9. AUTHORITY OF THE GENERAL MANAGER

- 9.1 Pursuant to Government Code Section 61051, the General Manager shall be responsible for all of the following:
 - (a) The implementation of the policies established by the Board of Directors for the operation of the District.
 - (b) The appointment, supervision, discipline, and dismissal of the District's employees, consistent with the employee relations system established by the Board of Directors.
 - (c) The supervision of the District's facilities and services.
 - (d) The supervision of the District's finances.
- 9.2 The General Manager is appointed as the Board's Secretary and Treasurer.

10. DIRECTOR REIMBURSEMENT

- 10.1 Subject to the following rules and budgetary limitations, each Director is authorized to attend and is entitled to reimbursement for his/her actual and necessary expenses (including the cost of programs and seminars), for his/her attendance at programs, conferences, and seminars that are related to District functions and/or Director development.

AVILA BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTOR
BOARD BY-LAWS AND POLICIES
Updated January 2020

- (a) It is the policy of the District to exercise prudence with respect to hotel/motel accommodations. It is also the policy of the District for Directors and staff to stay at the main hotel/motel location of a conference, seminar, or class to gain maximum participation and advantage of interaction with others whenever possible.

If lodging is in connection with a conference or organized education activity, lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available to the member of the Board of Directors at the time of booking. If the group rate is not available, the Director shall use lodging that is comparable with the group rate. Personal phone calls, room service, and other discretionary expenditures are not reimbursable.

- (b) Members of the Board of Directors shall use government and group rates offered by a provider of transportation for travel when available. Directors, using his/her private vehicle on District business, shall be compensated at the prevailing IRS per diem mileage rate.

- (c) Any Director traveling on District business shall receive in addition to transportation and lodging expenses, a per diem allowance to cover ordinary expenses such as meals, refreshments and tips. The amount set for per diem shall be considered fair reimbursement. The per diem shall include \$10.00 for breakfast, \$15.00 for lunch and \$30.00 for dinner, for a daily total of \$55.00.

- (d) All travel and other expenses for District business, conferences, or seminars outside of the State of California shall require separate Board authorization, with specific accountability as to how the District shall benefit by such expenditure.

10.2 All expenses that do not fall within the reimbursement policy set forth in Section 10.1, above, shall be approved by the Board of Directors, at a public meeting, before the expense is incurred.

10.3 Board members shall submit an expense report on the District form within ten (10) calendar days after incurring the expense. The expense report shall be accompanied by receipts documenting each expense.

10.4 Members of the Board of Directors shall provide brief reports on the program, conferences, and seminars attended at the expense of the District at the next regular meeting of the Board of Directors.

AVILA BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTOR
BOARD BY-LAWS AND POLICIES
Updated January 2020

11. ETHICS TRAINING

- 11.1** Pursuant to Section 53234 et seq. of the Government Code all Directors and designated District personnel shall receive at least 2 hours of ethics training every two years.
- 11.2** Each newly elected Board Member and designated District personnel shall receive ethics training no later than one year from the first day of service with the District and thereafter shall receive ethics training at least once every two years.

12. COMMITTEES

12.1 Standing Committees

- (a)** The following shall be standing committees of the Board:
- Finance Committee;
 - Personnel Committee;
 - Facilities Committee;
 - Drought Committee;
- (b)** The Board may create other standing committees at its discretion.
- (c)** Standing committees shall be advisory committees to the Board of Directors and shall not commit the District to any policy, act or expenditure. Each standing committee may consider District-related issues, on a continuing basis, assigned to it by the Board of Directors. Members of the standing committees shall be appointed by the Board of Directors.
- (d)** All standing committee meetings shall be conducted as public meetings in accordance with the of the Brown Act.

12.2 Ad Hoc Committees

The Board President may appoint such ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

13. CONFLICTS AND RELATED POLICY

State laws are in place which attempt to eliminate any action by a Director or the District which may reflect a conflict of interest. The purpose of such laws and regulations is to insure that all actions are taken in the public interest. Laws which regulate conflicts are very complicated. The following provides a brief

AVILA BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTOR
BOARD BY-LAWS AND POLICIES
Updated January 2020

policy summary of various conflict related laws. Directors are encouraged to consult with District Legal Counsel and/or the FPPC at 1-800-ASK-FPPC (1-800-275-3772), prior to the day of the meeting, if they have questions about a particular agenda item.

13.1 Conflict of Interest

Each Director is encouraged to review the District Conflict Code on an annual basis. The general rule is that an official may not participate in the making of a governmental decision if it is: reasonably foreseeable that the decision will have a material financial effect on the official or a member of his or her immediate family or on an economic interest of the official, and the effect is distinguishable from the effect on the public generally. Additionally, the FPPC regulations relating to interests in real property have recently been changed. If the real property in which the Director has an interest is located within 500 feet of the boundaries of the property affected by decision, that interest is now deemed to be directly involved in the decision.

13.2 Interest in Contracts, Government Code Section 1090.

The prohibitions of Government Code Section 1090 provide that the Board of Directors may not contract with any business in which another Director has a financial interest.

13.3 Incompatible Office, Government Code Section 1099.

The basic rule is that public policy requires that when the duties of two offices are repugnant or overlap so that their exercise may require contradictory or inconsistent action, to the detriment to the other public interest, their discharge by one person is incompatible with that interest. When a Director is sworn in for such a second office, he/she is simultaneously terminated from holding the first office.

14. REVIEW OF GENERAL MANAGER & LEGAL COUNSEL CONTRACTS

14.1 The District's General Manager's contract shall be reviewed by the Board of Directors annually during the months of April and/or May of each year.

14.2 The District's Legal Counsel's contract shall be reviewed by the Board of Directors annually during the months of May and/or June of each year.

15. CONTINUING EDUCATION

Directors are encouraged to attend educational conferences and professional meetings when the purposes of such activities are to improve District operation. Subject to budgetary constraints, there is no limit to the number of Directors attending a particular conference or seminar when it is apparent that their attendance is beneficial to the District.

AVILA BEACH COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTOR
BOARD BY-LAWS AND POLICIES
Updated January 2020

16. REVIEW OF ADMINISTRATIVE DECISIONS

Any judicial review of any administrative act taken after a hearing by a district shall be brought pursuant to Section 1094.5 of the Code of Civil Procedure.

17. MEMBERSHIP IN ASSOCIATIONS

17.1 The Board of Directors shall ordinarily hold membership in and attend meetings of such national, state, and local associations as may exist which have applicability to the functions of the District, and shall look upon such memberships as an opportunity for in-service training.

17.2 The Board of Directors shall maintain membership in the California Special Districts Association and shall insure that annual dues are paid when due until otherwise directed by the Board.

17.3 The Board of Directors shall maintain membership in the San Luis Obispo Chapter of the California Special Districts Association and shall insure that annual dues are paid when due.

17.4 At the regular Board meeting, a member of the Board shall be selected to represent the District in accordance with said chapter's constitution/bylaws, and another member of the Board or staff.

18. BOARD BY-LAWS REVIEW POLICY

The Board By-Laws and Policies shall be reviewed annually at the first regular meeting in February. The review shall be provided by District Counsel and ratified by Board action.

19. RESTRICTIONS ON BY-LAWS

The rules contained herein shall govern the Board in all cases to which they are applicable, and in which they are not inconsistent with State or Federal laws.