

Avila Beach Community Services District

Final
2013/14 Fiscal Year Budget

Presented to the Board of Directors

July 9, 2013

Peter Kelley, President
Richard Rowe, Vice President
John Janowicz
Shanna Richards
Steve Waldron

Proposed by:

John L. Wallace, General Manager
Kathryn S. Richardson, Office Manager

**AVILA BEACH COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2013-4**

**A RESOLUTION FOR DETERMINATION OF
APPROPRIATION LIMITATION FOR THE
2013-2014 FISCAL YEAR
AND
REQUESTING DISTRIBUTION OF
SPECIAL DISTRICT AUGMENTATION FUNDS**

WHEREAS, Article XIII B of the California Constitution specifies that appropriations made by governmental entities may increase annually by the change in population and the change in either the California Per Capita Personal Income or the change in the local assessment roll due to local residential construction; and

WHEREAS, upon determination of an appropriation limitation for the 2012-2013 Fiscal Year, the District should request the Auditor Controller of the County of San Luis Obispo to distribute the District's portion of Special District's Augmentation Funds, if any, when they are determined by the County Board of Supervisors; and

WHEREAS, it has been determined by the State Department of Finance that the percent change in the California Per Capita Personal Income (CPCPI) is **5.12** and the percent change in the population (POP) of the unincorporated areas of San Luis Obispo County is **.41** and,

WHEREAS, the appropriation, subject to limitation (estimated net tax proceeds excluding Augmentation Funds) has been determined to be **\$4,750,417**; and

WHEREAS, the appropriation limit exceeds the appropriation subject to limitation;
and,

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

1. That the ratio of change is determined as follows:

$$\frac{5.12 + 100 (CPCPI)}{100} \times \frac{.41 + 100 (POP)}{100} = \text{RATIO}$$
$$1.0512 \quad \times \quad 1.0041 \quad = \quad 1.0555$$

2. That the 2013-2014 appropriation limit is determined as follows:

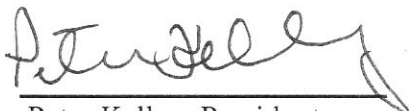
| | | |
|------------------------------------|---|---------------------|
| 2012-2013 Limitation | | \$ 4,750,417 |
| 2013-2014 Ratio of Change | X | <u>1.0555</u> |
| 2013-2014 Appropriation Limitation | | <u>\$ 5,014,065</u> |

3. That the Appropriation Limitation (\$5,014,065) exceeds the Appropriation subject to Limitation (\$4,750,417) by \$263,648.
4. No further adjustment to the 2013-2014 appropriation limitation has been made for mandated costs. However, any new mandated costs or increases in existing mandated costs would increase the limitation by the amount of "Proceeds from Taxes" used to finance mandates in fiscal year 2013-2014.
5. That the County of San Luis Obispo distribute to the District, the District's share of the Special District's Augmentation Funds, if any, as determined by the Board of Supervisors.

Upon motion of Director Rowe, seconded by Director Waldron, and on the following roll call vote to wit:

| | |
|-------------|---------------------------------|
| AYES: | Rowe, Waldron, Kelley, Richards |
| NOES: | None |
| ABSENT: | Janowicz |
| ABSTAINING: | None |

the foregoing Resolution is hereby adopted this 9th day of July, 2013.


Peter Kelley, President

ATTEST:


Secretary to the Board of Directors

**AVILA BEACH COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2013-05**

A RESOLUTION ADOPTING THE 2013-2014 FISCAL YEAR BUDGET

WHEREAS, The District is required, pursuant to state codes to designate a custodian for its monies; and,

WHEREAS, such custodianship requires that proper methods be used for the acquisition and disbursement of District monies; and,

WHEREAS, the District desires to make known its planned activities and associated costs for the 2013-2014 fiscal year.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED by the Board of directors, Avila Beach Community Services District, San Luis Obispo County, California, as follows:

1. That the proposed budget entitled, "Avila Beach Community Services District 2013/14 Fiscal Year Budget," be adopted as submitted or amended.
2. That the budget be administered as established by past policies and practices.

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

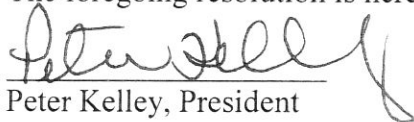
AYES: Waldron, Kelley, Rowe, Richards

NOES: None

ABSENT: Janowicz

ABSTAIN: None

The foregoing resolution is hereby adopted this 9th day of July, 2013.


Peter Kelley, President

ATTEST:


Secretary to the Board of Directors

**Avila Beach Community Services District
2013-14 Fiscal Year Budget**

Budget Summary

Avila Beach Community Services District
Budget
Combined Detail
Fiscal Year 2013/14

| Combined | Admin | General | Sanitary | Water | Street Lights | Solid Waste | Total |
|------------------------------------|----------------|----------------|-----------------|----------------|----------------|---------------|------------------|
| Ordinary Income/Expense | | | | | | | |
| Income | | | | | | | |
| 403 · Operating Revenue | 0 | 0 | 255,500 | 370,953 | 0 | 13,200 | 639,653 |
| 405 · Late Charge Penalty | 0 | 0 | 1,000 | 1,000 | 0 | 0 | 2,000 |
| 407 · Harbor Charges | 0 | 0 | 40,000 | 0 | 1,200 | 0 | 41,200 |
| 409 · County Taxes | 0 | 209,358 | 196,313 | 62,718 | 10,000 | 0 | 478,389 |
| 429 · Interest Income | 0 | 6,000 | 0 | 0 | 0 | 0 | 6,000 |
| 439 · Plan Check Income | 0 | 0 | 0 | 500 | 0 | 0 | 500 |
| 459 · Station Rent | 0 | 30,150 | 0 | 0 | 0 | 0 | 30,150 |
| 469 · Installation Fees | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 479 · Contract Services | 0 | 2,500 | 0 | 0 | 0 | 0 | 2,500 |
| 489 · Misc Income (Refunds/PWS) | 0 | 500 | 0 | 0 | 0 | 0 | 500 |
| Total Income | 0 | 248,508 | 492,813 | 435,171 | 11,200 | 13,200 | 1,200,892 |
| Expense | | | | | | | |
| 500 · Payroll Expenses | 70,000 | 0 | 0 | 0 | 0 | 0 | 70,000 |
| 503 · Payroll Taxes | 1,120 | 0 | 0 | 0 | 0 | 0 | 1,120 |
| 504 · PERS | 16,281 | 0 | 0 | 0 | 0 | 0 | 16,281 |
| 505 · Work Comp Insurance | 1,708 | 0 | 0 | 0 | 0 | 0 | 1,708 |
| 507 · Health Insurance | 10,356 | 0 | 0 | 0 | 0 | 0 | 10,356 |
| 508 · Director Compensation | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 509 · Training | 3,000 | 0 | 0 | 0 | 0 | 0 | 3,000 |
| 513 · Safety Gear | 0 | 0 | 450 | 50 | 0 | 0 | 500 |
| 515 · LAFCo Fees | 4,008 | 0 | 0 | 0 | 0 | 0 | 4,008 |
| 517 · Dues & Subscriptions | 2,000 | 0 | 500 | 500 | 0 | 0 | 3,000 |
| 521 · Insurance | 0 | 4,598 | 4,598 | 4,598 | 0 | 0 | 13,794 |
| 529 · Telephone | 2,000 | 0 | 2,400 | 0 | 0 | 0 | 4,400 |
| 531 · Office Supplies & Postage | 3,000 | 0 | 1,000 | 1,200 | 0 | 0 | 5,200 |
| 532 · Chemicals | 0 | 0 | 42,000 | 2,000 | 0 | 0 | 44,000 |
| 533 · Operating Supplies | 0 | 0 | 2,600 | 6,000 | 0 | 0 | 8,600 |
| 534 · Small Tools | 0 | 0 | 500 | 500 | 0 | 0 | 1,000 |
| 535 · Notices | 1,000 | 0 | 100 | 200 | 0 | 0 | 1,300 |
| 536 · Critical Spare Parts | 0 | 0 | 10,000 | 5,000 | 0 | 0 | 15,000 |
| 537 · Equip Repairs & Maintenance | 2,000 | 0 | 7,000 | 5,000 | 1,000 | 0 | 15,000 |
| 538 · Generator Maintenance | 0 | 0 | 2,000 | 0 | 0 | 0 | 2,000 |
| 539 · Yard Improvements | 0 | 0 | 1,000 | 1,000 | 0 | 0 | 2,000 |
| 540 · Solids Handling | 0 | 0 | 40,000 | 0 | 0 | 0 | 40,000 |
| 541 · Fuel & Travel | 500 | 0 | 2,000 | 700 | 0 | 0 | 3,200 |
| 543 · Utilities | 1,500 | 0 | 23,100 | 2,500 | 12,500 | 0 | 39,600 |
| 545 · Rent | 8,574 | 0 | 0 | 0 | 0 | 0 | 8,574 |
| 547 · Weed Abatement | 0 | 75 | 0 | 0 | 0 | 0 | 75 |
| 549 · Plan Checks | n/a | 0 | 1,000 | 7,500 | 0 | 0 | 8,500 |
| 550 · Contract Labor | 0 | 147,922 | 161,000 | 58,496 | 0 | 0 | 367,418 |
| 551 · Legal | 16,000 | 0 | 2,000 | 2,000 | 0 | 0 | 20,000 |
| 552 · Fat Oil & Grease Program | 0 | 0 | 3,000 | 0 | 0 | 0 | 3,000 |
| 553 · Engineering | 0 | 0 | 35,000 | 25,000 | 0 | 0 | 60,000 |
| 554 · Management | 70,000 | 0 | 0 | 0 | 0 | 0 | 70,000 |
| 555 · Accounting | 6,500 | 0 | 0 | 0 | 0 | 0 | 6,500 |
| 556 · Regulatory Permit Compliance | 0 | 0 | 50,000 | 20,000 | 0 | 0 | 70,000 |
| 557 · Lab Tests | 0 | 0 | 50,000 | 2,000 | 0 | 0 | 52,000 |
| 561 · Permits & Fees | 0 | 0 | 7,103 | 1,800 | 0 | 0 | 8,903 |
| 563 · Licenses | 0 | 0 | 3,500 | 200 | 0 | 0 | 3,700 |
| 565 · State Water | 0 | 0 | 0 | 99,000 | 0 | 0 | 99,000 |
| 567 · Lopez Water | 0 | 0 | 0 | 125,000 | 0 | 0 | 125,000 |
| 571 · Miscellaneous | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Sub total Operating Expense | 219,547 | 152,595 | 451,851 | 370,244 | 13,500 | 0 | 1,207,737 |
| Allocation of Admin Transfer | 10% | 45% | 35% | 5% | 5% | 0 | 0 |
| 579 · Administrative Transfer | -219,547 | 21,955 | 98,796 | 76,842 | 10,977 | 10,977 | 0 |
| Total Expense | 0 | 174,550 | 550,647 | 447,085 | 24,477 | 10,977 | 1,207,737 |
| 170 · Fixed Assets Depreciation | 0 | 0 | 100,474 | 29,680 | 0 | 0 | 130,154 |
| Net Profit/ Loss | 0 | 73,958 | -158,308 | -41,594 | -13,277 | 2,223 | -136,999 |

Avila Beach Community Services District

FISCAL YEAR 2013-14 BUDGET

MEMBERS OF THE BOARD OF DIRECTORS

Peter Kelley - President
Rick Rowe - Vice President
John Janowicz - Director
Shanna Richards – Director
Stephen Waldron – Director

Prepared By:

John L. Wallace, P.E., General Manager
Kathy Richardson, Office Manager

**2013/14 Fiscal Year Budget
Avila Beach Community Services District
Capital Equipment / Projects**

| Item Description | | Total 5 Years | 2013/14 1 | 2014/15 2 | 2015/16 3 | 2016/17 4 | 2017/18 5 |
|---|---|---------------------|-------------------|-------------------|-------------------|-------------------|---------------------|
| Administration | | | | | | | |
| ADM-1 | General Administrative Capital Equipment | \$ 14,500 | \$ 2,500 | \$ 3,500 | \$ 2,500 | \$ 3,500 | \$ 2,500 |
| | Subtotal: | \$ 14,500 | \$ 2,500 | \$ 3,500 | \$ 2,500 | \$ 3,500 | \$ 2,500 |
| Water | | | | | | | |
| W-C1 | Storage System Improvements Phase 1 - Water Tank #1 | \$ 35,000 | \$ 35,000 | | | | |
| W-C2 | Storage System Improvements Phase 2 - Water Tank #1 | \$ 9,000 | \$ 9,000 | | | | |
| W-C3 | Regulatory Permit Compliance | \$ 3,500 | \$ 3,500 | | | | |
| W-1 | Misc Water Projects | \$ 375,000 | \$ 75,000 | \$ 75,000 | \$ 75,000 | \$ 75,000 | \$ 75,000 |
| WF-1 | Lopez Booster Pumps | \$ 150,000 | | \$ 75,000 | \$ 75,000 | | |
| WF-2 | Misc Water Line Replacements | \$ 200,000 | | \$ 100,000 | | | \$ 100,000 |
| | Subtotal: | \$ 772,500 | \$ 122,500 | \$ 250,000 | \$ 150,000 | \$ 75,000 | \$ 175,000 |
| Wastewater | | | | | | | |
| WW-C1 | Continuation of Secondary Treatment Expansion Study at WWTP | \$ 5,000 | \$ 5,000 | | | | |
| WW-C2 | Secondary Treatment Expansion at WWTP | \$ 500,000 | \$ 50,000 | \$ 200,000 | \$ 250,000 | | |
| WW-C3 | Regulatory Permit Compliance | \$ 111,000 | \$ 56,000 | \$ 10,000 | \$ 25,000 | \$ 10,000 | \$ 10,000 |
| WW-C4 | Chlorine Contact Chamber Coating | \$ 65,000 | \$ 65,000 | | | | |
| WW-C5 | San Luis Street Sewer Replacement | \$ 220,000 | \$ 220,000 | | | | |
| WW-C6 | Wastewater Collection Line Repair Contingency | \$ 150,000 | \$ 50,000 | | \$ 50,000 | | \$ 50,000 |
| WW-C7 | Influent Wet Well Coating Repairs | \$ 20,000 | \$ 20,000 | | | | |
| WW-C8 | Pump Room Improvements at WWTP | \$ 5,000 | \$ 5,000 | | | | |
| WW-1 | Update District Sanitary Sewer Use Ordinance | \$ 2,200 | \$ 1,000 | | \$ 1,200 | | |
| WW-2 | Miscellaneous Wastewater Projects | \$ 575,000 | \$ 100,000 | \$ 75,000 | \$ 100,000 | \$ 150,000 | \$ 150,000 |
| WW-3 | Permit Application Process for NPDES Permit | \$ 35,000 | \$ 15,000 | \$ 20,000 | | | |
| WW-F1 | Avila Beach Drive Sewer Line Replacement | \$ 100,000 | | \$ 100,000 | | | |
| WW-F2 | Marine Outfall Cleaning | \$ 80,000 | | \$ 80,000 | | | |
| WW-F3 | First Street Sewer Line Replacement | \$ 200,000 | | | | \$ 200,000 | |
| WW-F4 | Ocean Outfall Inspection and Benthic Monitoring | \$ 80,000 | | | | | \$ 80,000 |
| WW-F5 | Front Street Sewer Line Replacement | \$ 150,000 | | | | | \$ 150,000 |
| WW-F6 | San Miguel Street Sewer Line Replacement | \$ 500,000 | | | | | \$ 500,000 |
| | Subtotal: | \$ 2,798,200 | \$ 587,000 | \$ 485,000 | \$ 426,200 | \$ 360,000 | \$ 940,000 |
| Street Lighting | | | | | | | |
| L-1 | Repair or Replace Lights and Electrical Systems (As Needed) | \$ 45,000 | \$ 15,000 | \$ 7,500 | \$ 7,500 | \$ 7,500 | \$ 7,500 |
| | Subtotal: | \$ 45,000 | \$ 15,000 | \$ 7,500 | \$ 7,500 | \$ 7,500 | \$ 7,500 |
| Total Capital Equipment / Projects by Fiscal year: | | | \$ 727,000 | \$ 746,000 | \$ 586,200 | \$ 446,000 | \$ 1,125,000 |
| Total 5-Year Capital Equipment / Projects | | \$ 3,630,200 | | | | | |

| | |
|---|--|
| *WWTP Maintenance Projects (Total) | |
| ABCSD's Share (85%) | |
| PSLHD's Share (15%) | |

| | |
|--|--|
| **WWTP Capital Improvement Projects (Total) | |
| ABCSD's Share (65%) | |
| PSLHD's Share (35%) | |

KEY

- ADM# = ADMINISTRATION
- ADM-C# = ADMINISTRATION (Carry over)
- W# = WATER
- W-C # = WATER (Carry Over)
- W-F# = FUTURE WATER - NEXT FISCAL YEAR
- WW# = WASTEWATER
- WW-F# = FUTURE WASTEWATER - NEXT FISCAL YEAR
- WW-C# = WASTEWATER (Carry Over)
- L# = STREET LIGHTING
- * = Maintenance Project (Cost Sharing is Flow Based, with PSLHD contributing 15% of the costs)
- ** = Capital Improvement Project (Cost Sharing is Ownership Based, with PSLHD contributing 35% of the costs)