

# AVILA BEACH COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA. 93424  
Meeting Room and Office – 191 San Miguel Street, Avila Beach  
Telephone (805) 595-2664 FAX (805) 595-7623  
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## AGENDA

### REGULAR BOARD MEETING

7:00 pm Tuesday, June 14th, 2016

### BOARD MEETING LOCATION

AVILA BEACH CIVIC ASSOCIATION

191 SAN MIGUEL STREET

AVILA BEACH, CALIFORNIA

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

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

Pete Kelley, President  
John Janowicz, Vice President  
Lynn Helenius, Director  
Ken San Filippo, Director  
Eric DeWeese, Director

3. **PUBLIC COMMENT**

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

4. **INFORMATION AND DISCUSSION ITEMS**

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

A. County Reports

1. SLO County Sheriff Department

2. CalFire/County Fire Department

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

5. **CONSENT ITEMS:**

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

A. Minutes of May 24th, 2016 Regular Meeting

B. Monthly Financial Review

C. General Manager and District Engineer Report

D. Water and Wastewater Superintendent Report

**6. DISCUSSION OF PULLED CONSENT ITEMS**

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

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

A. Update Banking Accounts to Reflect New Board Members

(Action Required: Consider Adopting Resolution No. 2016-05 and Letter Updating Authorized Signatories on Banking Accounts)

B. Annual Weed Abatement Program

(Action Required: Receive Report, Consider Adopting Resolution No. 2016-06 Ordering Abatement)

C. Consolidation of General Election

(Action Required: Consider Adopting Resolution No. 2016-07 requesting the District's 2016 Biennial Election be consolidated with the November 8, 2016 San Luis Obispo County General Election)

D. PUBLIC HEARING: FY 2016/17 Budget

(Action Required: Receive Report, Open Public Hearing; Consider Adoption of Resolutions 2016-08 and 2016-09 Adopting a Final FY 2016/17 Budget)

E. Water Tanks Dive Inspection

(Action Required: Consider awarding contract to Advantage Technical Services Inc. for cleaning and inspection of District Water Tanks)

**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 to next regularly scheduled meeting on Tuesday, July 12th , 2016**

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

**AVILA BEACH COMMUNITY SERVICES DISTRICT  
MINUTES OF REGULAR MEETING  
May 24th, 2016**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Board Members Present:                   Pete Kelley  
  John Janowicz  
  Ken San Filippo  
  Lynn Helenius

Staff Present:                               Brad Hagemann, General Manager and District Engineer  
  Mike Sietz, Legal Counsel  
  Kristi Dibbern, Accounting Clerk

**3. PUBLIC COMMENTS**

None

**4. INFORMATION AND DISCUSSION ITEMS**

**A. County Reports**

**1. SLO Sheriff:**

Sheriff Taylor reported 102 calls for service this month, three of those were 911 calls. Two arrests occurred in Avila, one at the Port and one at Pirate's Cove. Three vehicle burglaries occurred. Sheriff Taylor commented that the bicycle deputies will be reinstated once he can spare a few officers to resume bicycle patrol.

**2. CAL Fire Report:**

Battalion Chief Paul Lee from CAL Fire reported 60 calls for service this month, 30 of those calls were for medical attention. Chief Lee reported a 20% increase in call volume for our area compared to previous years. Chief Lee commented that the Weed Abatement Program is timely since there has been a lack of rain. He warned about the potential of vehicular & roadside fires and the vast destruction they could cause. CALFire is also campaigning for residents to carry emergency kits in their cars. Please check that you have sufficient supplies in your vehicles.

**5. CONSENT ITEMS**

**President Kelley introduced the consent items and inquired if any member of the Board or public wished to address any items.** President Kelley announced he would like change the order of the Business Items by moving Weed Abatement and the Preliminary Will Serve to the beginning of the Agenda for the convenience of those in attendance. Director Helenius made a motion, seconded by Director San Filippo and the motion passed with a roll call vote to approve the consent items and to change the order of New Business Items.

AYES:       Pete Kelley  
              John Janowicz  
              Lynn Helenius  
              Ken San Filippo

NOES:       None

- A.    Approval of the Minutes for the following meetings: May 24th, 2016 Meeting
- B.    Monthly Financial Review – March & April
- C.    General Manager/District Engineer Report
- D.    Water & Wastewater Superintendent Report

**6.    DISCUSSION OF PULLED CONSENT ITEMS.**

None

**7.    BUSINESS ITEMS**

**A.    Annual Weed Abatement Program Resolution No. 2016-03**

Director Kelley made a motion to adopt the Weeds Abatement Resolution. Director San Filippo seconded the motion and it passed with a roll call vote.

AYES:       Pete Kelley  
              John Janowicz  
              Lynn Helenius  
              Ken San Filippo

NOES:       None

**B.    Request for Preliminary Will Serve: 157 San Luis Street**

Director Ken San Filippo recused himself from the meeting, as this item may be a conflict of interest for him. Mike Hodge, the agent for Mr. Nolte, was present and available for questions. GM Hagemann introduced the item and explained that Mr. Hodge had submitted an application for a Preliminary Will Serve on March 31, 2016. During the April 12<sup>th</sup> Board meeting the Board did not approve the Preliminary Will Serve due to lack of information regarding the plans and lack of a project representative present to respond to the Board's questions. GM Hagemann summarized the scope of the proposed project. He reminded the Board that the current buildings are scheduled to be demolished and the applicant proposes to subdivide the existing lot into 4 lots. Three units have 2 bedrooms with a 2 car garage and one unit is a one-bedroom unit with a carport. After Board deliberation and questions, Director Janowicz made a motion seconded by Director Helenius to approve the Preliminary Will Serve application. The motion passed with a



roll call vote.

AYES:       Pete Kelley  
              John Janowicz  
              Lynn Helenius

NOES:       None

Director Ken San Filippo returned to the meeting following the roll call vote.

- C.     **Resolution No. 2016-02: Appreciation for former Board Member, Ms. Shanna Richards.**  
Following the Board's discussion of Director Richard's service to the Board, Director Kelley made a motion, seconded by Director Janowicz to adopt Resolution No. 2016-02. The Resolution passed with a roll call vote.

AYES:       Pete Kelley  
              John Janowicz  
              Lynn Helenius  
              Ken San Filippo

NOES:       None

- D.     **Consider Candidates for New Board of Director**  
GM Hagemann explained the Board's intent to fill the vacancy created by Director Richards resigning by appointment. Staff circulated a vacancy announcement that resulted in two candidates applying for the position; Eric DeWeese and Ara Najarian. Both Eric DeWeese & Ara Najarian were present and addressed the Board with their qualifications. The Board Members spoke highly of both candidates. President Kelley thanked the individuals for attending the meeting and for applying for the position. Director San Filippo encouraged the person who was not appointed to consider applying for other local board vacancies, such as AVAC or the Civic Association. Mike Seitz suggested the Board cast written secret ballots with signatures. The Board members voted 3 to 1 to appoint Eric DeWeese as the interim Board Member to finish the term for former Director Richards, which ends in December 2016.

- E.     **Review of Results for Audit Request for Qualifications and Proposal for Auditing Services for FY 2015/16.** GM Hagemann reported to the Board that the District received four proposals for auditing services. Staff ranked each firm and recommended the Board retain Fedak & Brown, LLP to conduct the financial audit for fiscal year 2015-16. After some discussion on the qualifications and the process used to make a recommendation, Director Kelley made the motion to select Fedak

and Brown, LLC for audit services for fiscal year 2015-16. Director Janowicz seconded the motion and the motion passed unanimously with a roll call vote.

AYES: Pete Kelley  
Lynn Helenius  
Ken San Filippo  
John Janowicz

NOES: None

**F. District Purchase of State Water Project Drought Buffer**

General Manager Hagemann provided a series of slides summarized the State Water Project (SWP) in San Luis Obispo County, the State Water Project Organization Chart, the subcontractors and the historical SWP deliveries. Hagemann explained that the Drought Buffer essentially provides an insurance policy that increases the likelihood that in years when the SWP cannot deliver a 100% allocation (100 Acre-feet per year), the District will still receive its full allocation. Staff recommended that the District purchase a 100 AF per year Drought Buffer that will cost the District approximately \$107/AF (\$10,200/year). Director Helenius asked if the procuring of the Drought Buffer changes the way the Emergency Water Shortage Plan (Plan) affects the District and the ability or inability to serve new projects. GM Hagemann explained that purchasing the Drought Buffer will increase the likelihood that, in any given year, the District will receive their full 100 AF allocation of State Water. The increase in water supply from the SWP will affect the District's Responses Actions pursuant to the Plan, since it will provide for a higher percentage of water supply available to the community. Director Kelley made the motion to purchase the State Drought Buffer, seconded by Director Janowicz and passed unanimously with a roll call vote.

AYES: Pete Kelley  
John Janowicz  
Lynn Helenius  
Ken San Filippo

NOES: None

**G. Consider Resolution No. 2016-04 Adopting Emergency Water Shortage Regulations pursuant to Water Code Section 375.** GM Hagemann reminded the Board that pursuant to the Board's direction, staff had prepared the Water Shortage and Emergency Response Plan (Plan) in accordance with Water Section 375. The Plan describes Water Supply Conditions that trigger specific water conservation Response Actions. The Response Actions escalate as the Water Supply Conditions worsen. Staff summarized that they had posted the Hearing Notice in several places and published the Hearing Notice in the Tribune.

Director Kelley opened the floor for public hearing. Hearing no comment from the public or members of the Board, Director Kelley closed the public hearing.

Director Kelley made the motion to adopt Resolution No. 2016-04 which adopted the Emergency Water Shortage and Emergency Response Plan. Director San Filippo seconded the motion. The motion passed unanimously with a roll call vote.

AYES: Pete Kelley  
John Janowicz  
Lynn Helenius  
Ken San Filippo

NOES: None

**H. Presentation and Review of Preliminary FY 2016-17 Budget.**

Staff presented the Preliminary FY 2016/17 Budget. GM Hagemann presented slides that summarized the FY 2015/16 projected ending balances and proposed Preliminary FY 2016-17 budget. Hagemann also provided the Board a sensitivity analysis of effects modifying the water and sewer rate increases to customers. Director San Filippo commented that after deliberation, the Finance Committee recommended increasing the rates the full amounts approved in the Prop 218 process. The Board members deliberated on the pros and cons of implementing the full increase or a lesser amount for fiscal year 2016/17. After the Board considered the need for improvements to the District's existing infrastructure, Director San Filippo made a motion, seconded by Director Janowicz to direct staff to bring back the FY 2016/17 Budget with an increase to reflect the Prop 218 approved 10% water and 25% sewer rate increase as submitted by the Finance Committee. The motion passed 3-1 with a roll call vote.

AYES: Ken San Filippo  
John Janowicz  
Lynn Helenius

NOES: Pete Kelley

**8. COMMUNICATIONS:**

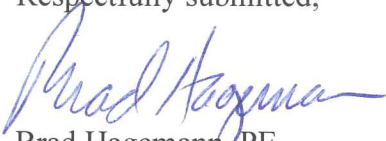
None.

**ADJOURNMENT: The meeting was adjourned at 8:57 p.m.**

**The next regular meeting of the Avila Beach Community Services District is scheduled for June 14, 2016 at 7:00 pm. This meeting will be held at the Avila Beach Civic Association 191 San Miguel 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,

A handwritten signature in blue ink that reads "Brad Hagemann". The signature is written in a cursive, flowing style.

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: June 14, 2016

SUBJECT: Monthly Financial Review for May 2016

**Recommendation:**

Receive and file report.

**Overall Monthly Summary**

During May the District made deposits in the amount of \$82,091.29 and experienced \$58,256.60 in expenses (cash basis). The deposits by fund and checks by fund are provided as an attachment to this report. Income in May included \$4,146.50 in County tax income and \$68,566.97 in monthly water and sewer fees. Monthly operation and maintenance expenses are also within the anticipated range.

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

**Utility Service Billing**

For the month of May the District billed approximately \$68,566.97 in water and sewer service charges. Customer Rate Assistance amounted in a reduction of billing charges to the District in the amount of \$434.90. Delinquent accounts with payments past due of 60 days or more are still relatively low, but we did issue approximately 3 “door hanger” shut-off notices in May to accounts that were over 60 days late. Customers responded by making payment arrangements with staff.

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

	<u>May 31, 16</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Cash Summary	
1010 · Heritage Oaks General Checking	421,039.26
1030 · B of A - Payroll	26,520.48
1050 · LAIF	2,219,633.04
1060 · Petty Cash	706.55
<b>Total 1000 · Cash Summary</b>	<u>2,667,899.33</u>
<b>Total Checking/Savings</b>	2,667,899.33
<b>Accounts Receivable</b>	
1200 · *Accounts Receivable	129,923.83
<b>Total Accounts Receivable</b>	<u>129,923.83</u>
<b>Other Current Assets</b>	
1250 · Receivables	
1270 · Taxes Receivable	8,787.45
1280 · Water & Sewer Billings	127,647.39
1250 · Receivables - Other	150.00
<b>Total 1250 · Receivables</b>	<u>136,584.84</u>
1400 · Prepaid Summary	
1410 · Prepaid Insurance	1,492.62
<b>Total 1400 · Prepaid Summary</b>	<u>1,492.62</u>
<b>Total Other Current Assets</b>	<u>138,077.46</u>
<b>Total Current Assets</b>	2,935,900.62
<b>Fixed Assets</b>	
1600 · Fixed Assets & Acc. Depr.	
1610 · Fixed Asset -Office & Admin.	
1612 · Office Furniture cost	12,759.79
1614 · Office Furniture Accum Dep.	-9,740.80
<b>Total 1610 · Fixed Asset -Office &amp; Admin.</b>	<u>3,018.99</u>
1620 · Fixed Assets - Sanitary	
1622 · Land	
1623 · Land - GFAAG	10.00
1622 · Land - Other	60,304.10
<b>Total 1622 · Land</b>	<u>60,314.10</u>
1626 · Collection Assets	
1627 · Collection Assets Cost	933,045.33
1628 · Collect Assets Accum Depr	-316,231.75
<b>Total 1626 · Collection Assets</b>	<u>616,813.58</u>
1630 · Disposal Equipment	

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

	<u>May 31, 16</u>
1631 · Disposal Equip Cost	523,122.64
1632 · Disposal Equip Accum Depr	<u>-164,756.10</u>
<b>Total 1630 · Disposal Equipment</b>	358,366.54
1634 · Other Equipment	
1635 · Other Equipment Cost	922.93
1636 · Other Equip Accum Depr	<u>-923.00</u>
<b>Total 1634 · Other Equipment</b>	-0.07
1638 · Construction In Progress Plant	
1639 · Treatment Plant Cost	1,868,782.91
1640 · Treatment Plant Accum Dep	-886,107.31
1638 · Construction In Progress Plant - Other	<u>88,311.99</u>
<b>Total 1638 · Construction In Progress Plant</b>	1,070,987.59
1642 · Treatment Equipment	
1643 · Treatment Equip Cost	1,017,143.01
1644 · Treatment Equip Accum Depr	-524,698.45
1642 · Treatment Equipment - Other	<u>205,485.61</u>
<b>Total 1642 · Treatment Equipment</b>	<u>697,930.17</u>
<b>Total 1620 · Fixed Assets - Sanitary</b>	2,804,411.91
1650 · Fixed Assets - Water	
1652 · Equipment	
1653 · Equipment Cost	21,136.28
1654 · Equipment Accum Depr	<u>-21,136.28</u>
<b>Total 1652 · Equipment</b>	0.00
1656 · Distribution Assets	
1657 · Distribution Assets Cost	1,109,466.25
1658 · Dist Assets Accum Depr	<u>-535,387.09</u>
<b>Total 1656 · Distribution Assets</b>	574,079.16
1660 · Other Equipment	
1661 · Other Equipment Cost	1,366.07
1662 · Other Equipment Accum Depr	<u>-1,366.07</u>
<b>Total 1660 · Other Equipment</b>	<u>0.00</u>
<b>Total 1650 · Fixed Assets - Water</b>	574,079.16
1680 · Structures - Fixed Asset	
1681 · Structures GFAAG - Sani & FA	29,810.00
1682 · Gen / Fire Accum Dep	<u>-29,810.00</u>
<b>Total 1680 · Structures - Fixed Asset</b>	<u>0.00</u>
<b>Total 1600 · Fixed Assets &amp; Acc. Depr.</b>	<u>3,381,510.06</u>
<b>Total Fixed Assets</b>	3,381,510.06

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

	<u>May 31, 16</u>
<b>Other Assets</b>	
1900 · Due To / Due From General	-243,760.03
<b>Total Other Assets</b>	-243,760.03
<b>TOTAL ASSETS</b>	<b>6,073,650.65</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2100 · Accounts Payable	1,885.00
<b>Total Accounts Payable</b>	1,885.00
<b>Other Current Liabilities</b>	
2200 · Payroll Liabilities	
2240 · Health Insurance	
2241 · Employee	0.01
2240 · Health Insurance - Other	-0.01
<b>Total 2240 · Health Insurance</b>	0.00
2250 · PERS Liability	-656.95
<b>Total 2200 · Payroll Liabilities</b>	-656.95
2260 · Vacation Payable	2,274.30
2300 · Deposits Held	
2303 · Water Deposits Held	6,420.00
2304 · Fire Station Deposit	2,000.00
2305 · Capacity Fees Held	220,461.10
<b>Total 2300 · Deposits Held</b>	228,881.10
<b>Total Other Current Liabilities</b>	230,498.45
<b>Total Current Liabilities</b>	232,383.45
<b>Total Liabilities</b>	232,383.45
<b>Equity</b>	
3900 · Retained Earnings	6,089,809.46
Net Income	-248,542.26
<b>Total Equity</b>	5,841,267.20
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>6,073,650.65</b>



## Avila Beach Community Services District

## Deposits by Fund

May 2016

Type	Date	Memo	Split	Amount	Balance
<b>Administrative</b>					
Deposit	05/12/2016	fr Petty Cash	1010 · Heritage Oaks Gener...	-885.05	-885.05
Total Administrative				-885.05	-885.05
<b>General</b>					
Deposit	05/05/2016	TCF 4/16 ME, WASTE - SUPP, PROP TAX, STATE-Gen 70%, Lights 5%, ...	1010 · Heritage Oaks Gener...	-794.02	-794.02
Deposit	05/06/2016	Rent Fire Station, Vizdom	1010 · Heritage Oaks Gener...	-3,104.00	-3,898.02
Deposit	05/09/2016	F:0895 A:0760 CURR SECURED TAX - Gen 70%, Lights 5%, Water 25%	1010 · Heritage Oaks Gener...	-669.21	-4,567.23
Total General				-4,567.23	-4,567.23
<b>Lights</b>					
Deposit	05/05/2016	TCF 4/16 ME, WASTE - SUPP, PROP TAX, STATE-Gen 70%, Lights 5%, ...	1010 · Heritage Oaks Gener...	-56.71	-56.71
Deposit	05/09/2016	F:0895 A:0760 CURR SECURED TAX - Gen 70%, Lights 5%, Water 25%	1010 · Heritage Oaks Gener...	-47.80	-104.51
Total Lights				-104.51	-104.51
<b>Sanitary</b>					
Deposit	05/02/2016	Sani Rec	1010 · Heritage Oaks Gener...	-1,090.56	-1,090.56
Deposit	05/02/2016	Rate Assistance	1010 · Heritage Oaks Gener...	42.36	-1,048.20
Deposit	05/02/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	-48.35	-1,096.55
Deposit	05/02/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	0.09	-1,096.46
Deposit	05/04/2016	Sani Rec	1010 · Heritage Oaks Gener...	-2,717.17	-3,813.63
Deposit	05/04/2016	Rate Assistance	1010 · Heritage Oaks Gener...	14.12	-3,799.51
Deposit	05/04/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-3,799.51
Deposit	05/04/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	35.88	-3,763.63
Deposit	05/05/2016	Sani Rec	1010 · Heritage Oaks Gener...	-6,000.32	-9,763.95
Deposit	05/05/2016	Rate Assistance	1010 · Heritage Oaks Gener...	7.06	-9,756.89
Deposit	05/05/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-9,756.89
Deposit	05/05/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	0.00	-9,756.89
Deposit	05/05/2016	Sewer Cmnty Park Rstrm	1010 · Heritage Oaks Gener...	-496.10	-10,252.99
Deposit	05/05/2016	TCF 4/16 ME, IMPR#1 SUPP, PROP TAX, STATE - Sanitary	1010 · Heritage Oaks Gener...	-1,114.72	-11,367.71
Deposit	05/05/2016	\$ 50 cc Shanna Richards cleared 4/27/16	1010 · Heritage Oaks Gener...	50.00	-11,317.71
Deposit	05/09/2016	F:0895 A:0760 AVILA BEACH IMP # 1 - Sanitary	1010 · Heritage Oaks Gener...	-941.45	-12,259.16
Deposit	05/09/2016	Sani Rec	1010 · Heritage Oaks Gener...	-3,910.80	-16,169.96
Deposit	05/09/2016	Rate Assistance	1010 · Heritage Oaks Gener...	45.18	-16,124.78
Deposit	05/09/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-16,124.78
Deposit	05/09/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-3.71	-16,128.49
Deposit	05/11/2016	Sani Rec	1010 · Heritage Oaks Gener...	-9,103.49	-25,231.98
Deposit	05/11/2016	Rate Assistance	1010 · Heritage Oaks Gener...	28.24	-25,203.74
Deposit	05/11/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-25,203.74
Deposit	05/11/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-94.65	-25,298.39
Deposit	05/12/2016	Sani Rec	1010 · Heritage Oaks Gener...	-3,813.55	-29,111.94
Deposit	05/12/2016	Rate Assistance	1010 · Heritage Oaks Gener...	26.83	-29,085.11
Deposit	05/12/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	89.36	-28,995.75
Deposit	05/12/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	723.32	-28,272.43
Deposit	05/16/2016	Sani Rec	1010 · Heritage Oaks Gener...	-2,919.14	-31,191.57
Deposit	05/16/2016	Rate Assistance	1010 · Heritage Oaks Gener...	14.12	-31,177.45
Deposit	05/16/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-31,177.45
Deposit	05/16/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-14.14	-31,191.59
Deposit	05/16/2016	Sani Rec	1010 · Heritage Oaks Gener...	-134.70	-31,326.29
Deposit	05/17/2016	Sani Rec	1010 · Heritage Oaks Gener...	-1,904.44	-33,230.73
Deposit	05/17/2016	Rate Assistance	1010 · Heritage Oaks Gener...	28.24	-33,202.49
Deposit	05/17/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-33,202.49
Deposit	05/17/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-110.10	-33,312.59
Deposit	05/18/2016	Sani Rec	1010 · Heritage Oaks Gener...	-649.98	-33,962.57
Deposit	05/18/2016	Rate Assistance	1010 · Heritage Oaks Gener...	7.06	-33,955.51
Deposit	05/18/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-33,955.51
Deposit	05/18/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-47.45	-34,002.96
Deposit	05/24/2016	Sani Rec	1010 · Heritage Oaks Gener...	-833.29	-34,836.25
Deposit	05/24/2016	Rate Assistance	1010 · Heritage Oaks Gener...	0.00	-34,836.25
Deposit	05/24/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-34,836.25
Deposit	05/24/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-0.42	-34,836.67
Deposit	05/25/2016	Sani Rec	1010 · Heritage Oaks Gener...	-44.90	-34,881.57
Deposit	05/25/2016	Rate Assistance	1010 · Heritage Oaks Gener...	7.06	-34,874.51
Deposit	05/25/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-34,874.51
Deposit	05/25/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	0.00	-34,874.51
Total Sanitary				-34,874.51	-34,874.51
<b>Solid Waste</b>					
Deposit	05/16/2016	Waste Connections, Inc. Franchise Fee SW	1010 · Heritage Oaks Gener...	-1,075.01	-1,075.01
Total Solid Waste				-1,075.01	-1,075.01

Avila Beach Community Services District  
Deposits by Fund

May 2016

Type	Date	Memo	Split	Amount	Balance
<b>Water</b>					
Deposit	05/02/2016	Water Rec	1010 · Heritage Oaks Gener...	-461.16	-461.16
Deposit	05/02/2016	Rate Assistance	1010 · Heritage Oaks Gener...	42.36	-418.80
Deposit	05/02/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	-48.35	-467.15
Deposit	05/02/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	0.09	-467.06
Deposit	05/04/2016	Water Rec	1010 · Heritage Oaks Gener...	-2,913.25	-3,380.31
Deposit	05/04/2016	Rate Assistance	1010 · Heritage Oaks Gener...	14.12	-3,366.19
Deposit	05/04/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-3,366.19
Deposit	05/04/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	35.88	-3,330.31
Deposit	05/05/2016	Water Rec	1010 · Heritage Oaks Gener...	-6,207.15	-9,537.46
Deposit	05/05/2016	Rate Assistance	1010 · Heritage Oaks Gener...	7.06	-9,530.40
Deposit	05/05/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-9,530.40
Deposit	05/05/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	0.00	-9,530.40
Deposit	05/05/2016	Water Cmnty Parks Rstrm	1010 · Heritage Oaks Gener...	-403.85	-9,934.25
Deposit	05/05/2016	San Juan Park Irr	1010 · Heritage Oaks Gener...	-2,255.65	-12,189.90
Deposit	05/05/2016	Front St Irr	1010 · Heritage Oaks Gener...	-1,201.70	-13,391.60
Deposit	05/05/2016	TCF 4/16 ME, WASTE - SUPP, PROP TAX, STATE-Gen 70%, Lights 5%, ...	1010 · Heritage Oaks Gener...	-283.58	-13,675.18
Deposit	05/09/2016	F:0895 A:0760 CURR SECURED TAX - Gen 70%, Lights 5%, Water 25%	1010 · Heritage Oaks Gener...	-239.01	-13,914.19
Deposit	05/09/2016	Water Rec	1010 · Heritage Oaks Gener...	-4,212.14	-18,126.33
Deposit	05/09/2016	Rate Assistance	1010 · Heritage Oaks Gener...	45.19	-18,081.14
Deposit	05/09/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-18,081.14
Deposit	05/09/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-3.71	-18,084.85
Deposit	05/10/2016	Water Deposit Sandra Yandow acct # 597 220 Lucas Ln	1010 · Heritage Oaks Gener...	-100.00	-18,184.85
Deposit	05/11/2016	Water Rec	1010 · Heritage Oaks Gener...	-8,346.27	-26,531.12
Deposit	05/11/2016	Rate Assistance	1010 · Heritage Oaks Gener...	28.24	-26,502.88
Deposit	05/11/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-26,502.88
Deposit	05/11/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-94.66	-26,597.54
Deposit	05/12/2016	Water Rec	1010 · Heritage Oaks Gener...	-6,401.04	-32,998.58
Deposit	05/12/2016	Rate Assistance	1010 · Heritage Oaks Gener...	26.83	-32,971.75
Deposit	05/12/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	89.37	-32,882.38
Deposit	05/12/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	723.32	-32,159.06
Deposit	05/16/2016	Water Rec	1010 · Heritage Oaks Gener...	-3,488.43	-35,647.49
Deposit	05/16/2016	Rate Assistance	1010 · Heritage Oaks Gener...	14.12	-35,633.37
Deposit	05/16/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-35,633.37
Deposit	05/16/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-14.15	-35,647.52
Deposit	05/16/2016	Water Rec	1010 · Heritage Oaks Gener...	-53.60	-35,701.12
Deposit	05/17/2016	Water Rec	1010 · Heritage Oaks Gener...	-2,696.97	-38,398.09
Deposit	05/17/2016	Rate Assistance	1010 · Heritage Oaks Gener...	28.24	-38,369.85
Deposit	05/17/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-38,369.85
Deposit	05/17/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-110.10	-38,479.95
Deposit	05/18/2016	Water Rec	1010 · Heritage Oaks Gener...	-620.80	-39,100.75
Deposit	05/18/2016	Rate Assistance	1010 · Heritage Oaks Gener...	7.06	-39,093.69
Deposit	05/18/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-39,093.69
Deposit	05/18/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-47.45	-39,141.14
Deposit	05/24/2016	Water Rec	1010 · Heritage Oaks Gener...	-1,381.25	-40,522.39
Deposit	05/24/2016	Rate Assistance	1010 · Heritage Oaks Gener...	0.00	-40,522.39
Deposit	05/24/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-40,522.39
Deposit	05/24/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	-0.43	-40,522.82
Deposit	05/25/2016	Water Rec	1010 · Heritage Oaks Gener...	-69.22	-40,592.04
Deposit	05/25/2016	Rate Assistance	1010 · Heritage Oaks Gener...	7.06	-40,584.98
Deposit	05/25/2016	1/2 Other 1	1010 · Heritage Oaks Gener...	0.00	-40,584.98
Deposit	05/25/2016	1/2 Other 2	1010 · Heritage Oaks Gener...	0.00	-40,584.98
Total Water				-40,584.98	-40,584.98
<b>TOTAL</b>				<b>-82,091.29</b>	<b>-82,091.29</b>



Avila Beach Community Services District  
Checks by Fund w/Accounts

May 2016

Type	Date	Num	Name	Memo	Account	Amount	Balance
<b>Administrative</b>							
Check	05/02/2016		Bankcard MTOT Disc		5100 - Merchant Credit Card Fees TIB	100.52	100.52
Check	05/03/2016	1822	Hagemann & Associates	April 17 - April 30th, 2016 Invoice # 44	6505 - Contract Labor	2,750.00	2,850.52
Check	05/03/2016	1824	Public Employees Retirement System	1674878206 ID # Kristi Dibbern pd thru 4/30/16	2250 - PERS Liability	333.19	3,183.71
Check	05/03/2016	1825	Public Employees Retirement System	1674878206 ID # Kathy Richardson pd thru 4/30/16	2250 - PERS Liability	993.00	4,176.71
Check	05/03/2016	1826	Staples		6140 - Office Supplies & Postage	56.39	4,233.10
Check	05/03/2016	1828	Nikki Engle Bookkeeping & Teaching	Inv. 1303 4/27/16	6102 - Accounting	220.00	4,453.10
Check	05/04/2016		U.S. Postal Service	stamped envelopes	6140 - Office Supplies & Postage	4,453.10	4,453.10
Check	05/05/2016	1831	Avila Beach CSD Payroll	Acct # 8245100980033571	1030 - B of A - Payroll	581.75	5,034.85
Check	05/05/2016		Charter		6585 - Telephone / Internet	25,000.00	30,034.85
Check	05/10/2016		U.S. Postal Service	Inv. 1314 5/9/16	6140 - Office Supplies & Postage	169.94	30,204.79
Check	05/12/2016	1833	Nikki Engle Bookkeeping & Teaching	May 1st - May 14th, 2016 Invoice # 45	6102 - Accounting	247.50	30,453.86
Check	05/12/2016	1834	Hagemann & Associates	Inv. 4751	5500 - Contract Labor	5,500.00	35,953.86
Check	05/12/2016	1836	Cal Tec Computers	Meeting Prep & Meeting Attendance	6524 - Equip. Rep. & Maint. Avila Only	400.00	35,993.86
Check	05/12/2016	1837	Shipsey & Seitz	Drought Meeting Attendance	6135 - Legal	390.00	36,383.86
Check	05/12/2016	1837	Shipsey & Seitz	Law Library	6135 - Legal	264.00	36,647.86
Check	05/12/2016	1837	Shipsey & Seitz	Resignation Richards	6135 - Legal	80.00	36,727.86
Check	05/12/2016	1837	Shipsey & Seitz	Public Records Request	6135 - Legal	419.60	37,147.46
Check	05/12/2016	1837	Shipsey & Seitz		6135 - Legal	264.00	37,411.46
Check	05/12/2016		U.S. Postal Service		6140 - Office Supplies & Postage	1.15	37,412.61
Check	05/17/2016		Telegram Tribune		6145 - Public Notices	203.28	37,615.89
Check	05/17/2016		AT&T	Telephone	6585 - Telephone / Internet	80.76	37,696.65
Check	05/19/2016		U.S. Postal Service		6140 - Office Supplies & Postage	16.25	37,712.90
Check	05/23/2016	1841	Staples		6140 - Office Supplies & Postage	322.91	38,035.81
Check	05/24/2016		U.S. Postal Service		6140 - Office Supplies & Postage	1.15	38,036.96
Check	05/24/2016		Custom House		6160 - Training	20.37	38,057.33
Check	05/24/2016		Avila Mercantile & Grocery		6160 - Training	14.97	38,072.30
Check	05/24/2016		U.S. Postal Service		6140 - Office Supplies & Postage	1.15	38,073.45
Check	05/25/2016		U.S. Postal Service		6140 - Office Supplies & Postage	1.36	38,074.81
Total Administrative							
<b>Lights</b>							
Check	05/02/2016		PG&E	Town Lights acct # 0690976984-3	6590 - Utilities	449.85	449.85
Check	05/02/2016		PG&E	Colony Lights acct # 5992155362-0	6590 - Utilities	180.38	630.23
Check	05/24/2016		PG&E	Front St. Lights acct# 5796765606-7	6590 - Utilities	389.85	1,020.08
Total Lights							
<b>Sanitary</b>							
Check	05/03/2016	1823	Abalone Coast Analytical, Inc.	Monthly Testing	6540 - Lab Tests	2,849.20	2,849.20
Check	05/03/2016	1823	Abalone Coast Analytical, Inc.	Annual Testing	6540 - Lab Tests	3,765.00	6,614.20
Check	05/03/2016	1827	Brenntag Pacific, Inc.	Invoice #2649644	6503 - Chemicals	1,158.34	7,772.54
Check	05/03/2016	1829	Miners Ace Hardware	WWTP Supplies	6550 - Operating Supplies	63.88	7,836.42
Check	05/03/2016		Applied Industrial Technologies		7003 - WW-7 Misc. Wastewater Projects	1,853.26	9,689.68
Check	05/04/2016	1830	South County Sanitary Service	Invoice #2649646	6590 - Utilities	55.61	9,745.29
Check	05/12/2016	1835	Brenntag Pacific, Inc.	Order # A809053 Advance keypad drive motor pump	6503 - Chemicals	1,113.81	10,859.10
Check	05/19/2016		Galco Industrial Electronics	Invoice #2657691	6510 - Critical Spare Parts	397.01	11,256.11
Check	05/23/2016	1839	Brenntag Pacific, Inc.	Invoice #2657692	6503 - Chemicals	1,097.92	12,354.03
Check	05/23/2016	1839	Brenntag Pacific, Inc.	Solid Waste Handling 4-28-16 Inv. 54081	6503 - Chemicals	1,493.02	13,847.05
Check	05/23/2016	1840	Speed's, Inc.	Waste Water Plant acct # 6380034236-0 3rd & San Fr...	6580 - Solids Handling	1,302.50	15,149.55
Check	05/24/2016		PG&E	Lift Station acct# 6338432238-2	6590 - Utilities	1,339.70	16,489.25
Check	05/24/2016		PG&E		6590 - Utilities	56.67	16,545.92
Total Sanitary							
<b>Water</b>							
Check	05/12/2016	1832	Wallace Group	Update GIS Data Atlas Update	7004 - W3-Water Line Replacement	528.50	528.50
Check	05/23/2016	1838	PG&E CFM/PPC Dept.	Project W-1 Water Tank Improvements	7007 - W-1 Water Tank Improvements	2,087.29	2,615.79
Total Water							
<b>TOTAL</b>						<b>58,256.60</b>	<b>58,256.60</b>

Avila Beach Community Services District  
**Profit & Loss**  
May 2016

	<u>May 16</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4000 · Income Summary	
4010 · Operating Revenue	63,673.06
4012 · Solid Waste Franchise Fee	1,075.01
4030 · County Taxes	4,146.50
4090 · Rental Income	3,104.00
<b>Total 4000 · Income Summary</b>	<u>71,998.57</u>
<b>Total Income</b>	<u>71,998.57</u>
<b>Gross Profit</b>	71,998.57
<b>Expense</b>	
5100 · Merchant Credit Card Fees TIB	100.52
5200 · Payroll Expenses	
5210 · Gross Wages	
5211 · Regular Pay	2,789.77
5012 · Holiday Pay	0.00
5014 · Sick Pay	0.00
5016 · Vacation Pay	88.04
<b>Total 5210 · Gross Wages</b>	<u>2,877.81</u>
5230 · Payroll Taxes	50.43
5240 · Health & Medical Exp.	
5242 · Health Insurance	600.00
<b>Total 5240 · Health &amp; Medical Exp.</b>	<u>600.00</u>
5250 · PERS Company Pd Expense	
5446 · PERS Co Pd Kristi	174.36
<b>Total 5250 · PERS Company Pd Expense</b>	<u>174.36</u>
5280 · Payroll Administration & Misc.	97.16
<b>Total 5200 · Payroll Expenses</b>	<u>3,799.76</u>
6000 · Administrative Overheads	
6102 · Accounting	467.50
6104 · Administrative Transfer	38,074.80
6135 · Legal	1,417.60
6140 · Office Supplies & Postage	983.68
6145 · Public Notices	203.28
6150 · Rate Assistance	434.90
6160 · Training	35.34
<b>Total 6000 · Administrative Overheads</b>	<u>41,617.10</u>
6500 · Operating Expenses	
6503 · Chemicals	4,863.09
6505 · Contract Labor	8,250.00
6510 · Critical Spare Parts	397.01
6520 · Equipment Repair & Maint.	



Avila Beach Community Services District  
**Profit & Loss**  
May 2016


	<u>May 16</u>
6524 · Equip. Rep. & Maint. Avila Only	40.00
<b>Total 6520 · Equipment Repair &amp; Maint.</b>	40.00
6535 · Insurance	1,192.89
6540 · Lab Tests	6,614.20
6550 · Operating Supplies	63.88
6580 · Solids Handling	1,302.50
6585 · Telephone / Internet	250.70
6590 · Utilities	2,472.06
<b>Total 6500 · Operating Expenses</b>	25,446.33
7000 · Capital Purchases in Progress	
7003 · WW-7 Misc. Wastewater Projects	1,853.26
7004 · W3-Water Line Replacement	528.50
7007 · W-1 Water Tank Improvements	2,087.29
<b>Total 7000 · Capital Purchases in Progress</b>	4,469.05
<b>Total Expense</b>	75,432.76
<b>Net Ordinary Income</b>	-3,434.19
<b>Net Income</b>	<b>-3,434.19</b>

**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: May 24, 2016

SUBJECT: General Manager/District Engineer Report

**Consumer Confidence Report (CCR)**

The Fluid Resource Management operations staff prepared the 2015 Consumer Confidence Report (CCR). The Board members will recall that in accordance with State regulations, all Water Districts must prepare and distribute an annual CCR. The CCR summarizes the District's water source(s); provides District customers with our meeting date and time; and provides a summary of the previous year's water quality data including any exceedances of water quality standards. Since the District's sources include Lopez Lake water supply and State Water via the Central Coast Water Authority, we simply folded their data in to our report instead of including both of their individual reports. The 2015 Consumer Confidence Report will be included in the June bills and a copy is provided as an attachment to this report.

**Drought Buffer**

At the May 24, 2016 Board meeting the Board adopted a motion authorizing President Kelley to sign the San Luis Obispo County Drought Buffer Agreement and forward the Agreement to the County for approval by the Board of Supervisors. On June 7, 2016, the Board of Supervisors considered and approved the Agreement. County Public Works staff will provide a fully executed Agreement to the District within the next few days. The Drought Buffer Agreement will become effective with the Water Year beginning on January 1, 2017.

**Financial Audit**

Staff has contacted Fedak and Brown Inc. and advised them that they were selected to conduct the FY 2015/16 Financial Audit. Fedak and Brown have sent an Engagement Letter (attached) and staff will be scheduling the field work with them shortly.

**Port San Luis Harbor District Wastewater Agreement**

Port Facilities Manager Loch Drexler advised District staff that he will be taking the draft Agreement to their Property Committee on June 9. A copy of the Committee meeting agenda is attached. I will try to attend the Committee meeting if time allows.

### **County Planning Staff Attendance at Board Meeting**

Unfortunately Senior Planner, James Caruso was not available to attend the June 14, meeting. However, he has confirmed that he is scheduled to attend the July 12, regularly scheduled Board meeting. Staff will follow-up with Mr. Caruso a couple weeks prior to the meeting to confirm.

### **Meter Connection Repair, 251 San Luis Street**

Board members may have seen or heard that the District had a water leak/repair that occurred on Friday June 3, in the vicinity of 251 San Luis Street. Staff observed a leak near the 1.5 inch water meter service for the property earlier in the week and scheduled the repair for Friday June 3. The repair should have been fairly straight forward by isolating and closing off the subject water main and impacting only about eight customers. Unfortunately, as the work progressed, staff discovered that the isolation valves were not closing properly so staff had to work their way “up” the distribution system to close off additional valves. Closing off additional valves impacted additional water customers, but most customers that we contacted understood the situation and appreciated staff’s effort to get the water back on as soon as possible. The subject main was finally isolated and the repairs completed.

This event highlighted the need for the District to conduct a comprehensive distribution system isolation valve inspection, testing and replacement program. Staff has included funding in the FY 2016/17 Capital Improvement Program to initiate this program.



# 2015 Consumer Confidence Report

Water System Name: Avila Beach CSD

Report Date: May 12, 2016

*We test the drinking water quality for many constituents as required by state and federal regulations. This report shows the results of our monitoring for the period of January 1 - December 31, 2015 and may include earlier monitoring data.*

**Este informe contiene información muy importante sobre su agua potable. Tradúzcalo ó hable con alguien que lo entienda bien.**

Type of water source(s) in use: Surface Water

Name & general location of source(s): Lopez Lake Water Supply Project and Central Coast Water Authority (CCWA) Polonio Pass Water Treatment Plant.

Drinking Water Source Assessment information: A source assessment was performed in 2001; Lopez Lake and Lopez Terminal Reservoir were found to be the most vulnerable to wastewater generation at the Lopez Recreation Area, livestock near the reservoirs, and a roadway that bisects the Terminal Reservoir. To date, these activities have not adversely impacted the WTP treated water quality. A copy of the assessment can be found at the San Luis Obispo County Public Works Department website or by contacting the Water Quality Laboratory at (805) 781-5111. Information on the State Water Project (CCWA) can be found at [www.water.ca.gov/swp](http://www.water.ca.gov/swp)

Time and place of regularly scheduled board meetings for public participation: Regular meetings are held on the second Tuesday of each month at 7pm at the Avila Beach Community Center at 191 San Miguel Street.

For more information, contact: Avila Beach CSD

Phone: (805) 595-2664

## TERMS USED IN THIS REPORT

**Maximum Contaminant Level (MCL):** The highest level of a contaminant that is allowed in drinking water. Primary MCLs are set as close to the PHGs (or MCLGs) as is economically and technologically feasible. Secondary MCLs are set to protect the odor, taste, and appearance of drinking water.

**Maximum Contaminant Level Goal (MCLG):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs are set by the U.S. Environmental Protection Agency (USEPA).

**Public Health Goal (PHG):** The level of a contaminant in drinking water below which there is no known or expected risk to health. PHGs are set by the California Environmental Protection Agency.

**Maximum Residual Disinfectant Level (MRDL):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

**Maximum Residual Disinfectant Level Goal (MRDLG):** The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

**Primary Drinking Water Standards (PDWS):** MCLs and MRDLs for contaminants that affect health along with their monitoring and reporting requirements, and water treatment requirements.

**Secondary Drinking Water Standards (SDWS):** MCLs for contaminants that affect taste, odor, or appearance of the drinking water. Contaminants with SDWSs do not affect the health at the MCL levels.

**Treatment Technique (TT):** A required process intended to reduce the level of a contaminant in drinking water.

**Regulatory Action Level (AL):** The concentration of a contaminant which, if exceeded, triggers treatment or other requirements that a water system must follow.

**Variations and Exemptions:** State Board permission to exceed an MCL or not comply with a treatment technique under certain conditions.

**ND:** not detectable at testing limit

**ppm:** parts per million or milligrams per liter (mg/L)

**ppb:** parts per billion or micrograms per liter ( $\mu\text{g/L}$ )

**ppt:** parts per trillion or nanograms per liter (ng/L)

**ppq:** parts per quadrillion or picogram per liter (pg/L)

**pCi/L:** picocuries per liter (a measure of radiation)

**$\mu\text{S/cm}$ :** microSiemens per centimeter (a measure of specific conductance)



**The sources of drinking water** (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally-occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

**Contaminants that may be present in source water include:**

- *Microbial contaminants*, such as viruses and bacteria, that may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife.
- *Inorganic contaminants*, such as salts and metals, that can be naturally-occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming.
- *Pesticides and herbicides*, that may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses.
- *Organic chemical contaminants*, including synthetic and volatile organic chemicals, that are by-products of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, agricultural application, and septic systems.
- *Radioactive contaminants*, that can be naturally-occurring or be the result of oil and gas production and mining activities.

**In order to ensure that tap water is safe to drink**, the USEPA and the State Water Resources Control Board (State Board) prescribe regulations that limit the amount of certain contaminants in water provided by public water systems. State Board regulations also establish limits for contaminants in bottled water that provide the same protection for public health.

**Tables 1, 2, 3, 4, 5, 7, and 8 list all of the drinking water contaminants that were detected during the most recent sampling for the constituent.** The presence of these contaminants in the water does not necessarily indicate that the water poses a health risk. The State Board allows us to monitor for certain contaminants less than once per year because the concentrations of these contaminants do not change frequently. Some of the data, though representative of the water quality, are more than one year old.

**TABLE 1 – SAMPLING RESULTS SHOWING THE DETECTION OF COLIFORM BACTERIA**

Microbiological Contaminants (complete if bacteria detected)	Highest No. of Detections	No. of months in violation	MCL	MCLG	Typical Source of Bacteria
Total Coliform Bacteria	(In a mo.)	0	More than 1 sample in a month with a detection	0	Naturally present in the environment
Fecal Coliform or <i>E. coli</i>	(In the year)	0	A routine sample and a repeat sample detect total coliform and either sample also detects fecal coliform or <i>E. coli</i>	0	Human and animal fecal waste

**TABLE 2 – SAMPLING RESULTS SHOWING THE DETECTION OF LEAD AND COPPER**

Lead and Copper (complete if lead or copper detected in the last sample set)	Sample Date	No. of samples collected	90 <sup>th</sup> percentile level detected	No. sites exceeding AL	AL	PHG	Typical Source of Contaminant
Lead (ppb)	2013	N/A	N/A	0	15	0.2	Internal corrosion of household water plumbing systems; discharges from industrial manufacturers; erosion of natural deposits
Copper (ppm)	2013	9	0.35	0	1.3	0.3	Internal corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives

\*Any violation of an MCL or AL is asterisked. Additional information regarding the violation is provided later in this report.

**TABLE 3 – SAMPLING RESULTS FOR SODIUM AND HARDNESS**

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL	PHG (MCLG)	Typical Source of Contaminant
Sodium (ppm)	2015	44	N/A	none	none	Salt present in the water and is generally naturally occurring
Hardness (ppm)	2015	320	260 – 410	none	none	Sum of polyvalent cations present in the water, generally magnesium and calcium, and are usually naturally occurring

**TABLE 4 – DETECTION OF CONTAMINANTS WITH A PRIMARY DRINKING WATER STANDARD**

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL [MRDL]	PHG (MCLG) [MRDLG]	Typical Source of Contaminant
Lopez Lake WSP Turbidity (NTU)	2015	0.032	0.010 – 0.235	TT	N/A	Soil runoff
CCWA Polonio Pass Turbidity (NTU)	2015	N/A	0.03 – 0.17	TT	N/A	Soil runoff
Lopez Lake WSP Aluminum* (ppm)	2015	0.020	ND – 0.024	1	0.6	Erosion of natural deposits; residue from some surface water treatment processes
CCWA Polonio Pass Aluminum (ppm)	2015	0.073	ND – 0.11	1	0.6	Erosion of natural deposits; residue from some surface water treatment processes
Lopez Lake WSP Arsenic (ppb)	2015	5.3	4.2 – 6.5	10	0.004	Erosion of natural deposits; runoff from orchards; glass and electronics production wastes
Lopez Lake WSP Barium (ppm)	2015	0.029	N/A	1	2	Discharge of oil drilling wastes and from metal refineries; erosion of natural deposits
Lopez Lake WSP – Distribution Copper (ppm)	2015	0.091	N/A	(AL=1.3)	0.3	Internal corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives
Lopez Lake WSP Fluoride (ppm)	2015	0.499	N/A	2.0	1	Erosion of natural deposits; water additive which promotes strong teeth; discharge from fertilizer and aluminum factories
CCWA Polonio Pass Nitrate as Nitrogen, N (ppm)	2015	0.43	N/A	10	10	Runoff and leaching from fertilizer use; leaching from septic tanks and sewage; erosion of natural deposits
Lopez Lake WSP Gross Alpha Particle Activity (pCi/L)	2013	1.51	1.42 – 1.59	15	(0)	Erosion of natural deposits
Lopez Lake WSP Total Trihalomethanes (ppb)	2015	29.8	25.3 – 34.2	80	(N/A)	Byproduct of drinking water disinfection
CCWA Polonio Pass Total Trihalomethanes (ppb)	2015	61.8	53 – 68	80	(N/A)	Byproduct of drinking water disinfection
Avila Beach CSD – San Miguel Street Total Trihalomethanes (ppb)	2015	74.8	42 – 100	80	(N/A)	Byproduct of drinking water disinfection
Avila Beach CSD – San Juan Park Total Trihalomethanes (ppb)	2015	79.6	44 – 160	80	(N/A)	Byproduct of drinking water disinfection
Lopez Lake WSP Haloacetic Acids (ppb)	2015	21.4	15.8 – 26.5	60	(N/A)	Byproduct of drinking water disinfection

\*Any violation of an MCL or AL is asterisked. Additional information regarding the violation is provided later in this report. Compliance for Total Trihalomethanes and Haloacetic Acids is based on the Locational Running Annual Average of samples.

**TABLE 4 CONTINUED – DETECTION OF CONTAMINANTS WITH A PRIMARY DRINKING WATER STANDARD**

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL [MRDL]	PHG (MCLG) [MRDLG]	Typical Source of Contaminant
CCWA Polonio Pass Haloacetic Acids (ppb)	2015	13	8.2 - 18	60	(N/A)	Byproduct of drinking water disinfection
Avila Beach CSD – San Miguel Street Haloacetic Acids (ppb)	2015	46.5	12 – 65	60	(N/A)	Byproduct of drinking water disinfection
Avila Beach CSD – San Juan Park Haloacetic Acids (ppb)	2015	40	12 – 66	60	(N/A)	Byproduct of drinking water disinfection
Lopez Lake WSP Chlorine (ppm)	2015	2.48	1.31 – 5.08	[4.0 as Cl <sub>2</sub> ]	[4 as Cl <sub>2</sub> ]	Drinking water disinfectant added for treatment
Lopez Lake WSP Chlorite (ppm)	2015	0.68	0.37 – 0.92	1.0	0.05	Byproduct of drinking water disinfection
Lopez Lake WSP Chlorate (ppb)	2015	650	600 – 693	RAL = 800	N/A	Byproduct of drinking water disinfection
Lopez Lake WSP Chlorine Dioxide (ppb)	2015	ND	ND - 340	[800 as ClO <sub>2</sub> ]	[800 as ClO <sub>2</sub> ]	Drinking water disinfectant added for treatment

*\*Any violation of an MCL or AL is asterisked. Additional information regarding the violation is provided later in this report. Compliance for Total Trihalomethanes and Haloacetic Acids is based on the Locational Running Annual Average of samples.*



**TABLE 5 – DETECTION OF CONTAMINANTS WITH A SECONDARY DRINKING WATER STANDARD**

Chemical or Constituent (and reporting units)	Sample Date	Level Detected	Range of Detections	MCL	PHG (MCLG)	Typical Source of Contaminant
Lopez Lake WSP Aluminum (ppb)	2015	20	ND – 24	200	N/A	Erosion of natural deposits; residual from some surface water treatment processes
Lopez Lake WSP Chloride (ppm)	2015	27.2	N/A	500	N/A	Runoff/leaching from natural deposits; seawater influence
CCWA Polonio Pass Chloride (ppm)	2015	122	80 - 205	500	N/A	Runoff/leaching from natural deposits; seawater influence
Lopez Lake WSP Color (units)	2015	3	N/A	15	N/A	Naturally-occurring organic materials
<b>Lopez Lake WSP Odor Threshold* (units)</b>	2015	2	ND – 4	3	N/A	Naturally-occurring organic materials
CCWA Polonio Pass Odor Threshold (units)	2015	ND	ND – 1	3	N/A	Naturally-occurring organic materials
Lopez Lake WSP Specific Conductance ( $\mu$ S/cm)	2015	840	N/A	1600	N/A	Substances that form ions when in water; seawater influence
CCWA Polonio Pass Specific Conductance ( $\mu$ S/cm)	2015	781	654 – 1160	1600	N/A	Substances that form ions when in water; seawater influence
Lopez Lake WSP Sulfate (ppm)	2015	130	N/A	500	N/A	Runoff/leaching from natural deposits; industrial wastes
CCWA Polonio Pass Sulfate (ppm)	2015	97	N/A	500	N/A	Runoff/leaching from natural deposits; industrial wastes
Lopez Lake WSP Total Dissolved Solids – TDS (ppm)	2015	570	N/A	1000	N/A	Runoff/leaching from natural deposits
CCWA Polonio Pass Total Dissolved Solids – TDS (ppm)	2015	437	349 – 708	1000	N/A	Runoff/leaching from natural deposits
Lopez Lake WSP Turbidity (NTU)	2015	0.1	0.04 – 0.65	5	N/A	Soil runoff
CCWA Polonio Pass Turbidity (NTU)	2015	0.07	0.04 – 0.14	5	N/A	Soil runoff

\*Any violation of an MCL, MRDL, or TT is asterisked. Additional information regarding the violation is provided later in this report.

### Additional General Information on Drinking Water

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the USEPA's Safe Drinking Water Hotline (1-800-426-4791).

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. USEPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline (1-800-426-4791).



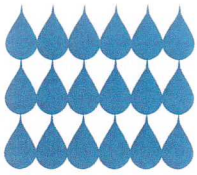
**Lead-Specific Language for Community Water Systems:** If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Avila Beach Community Services District is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you do so, you may wish to collect the flushed water and reuse it for another beneficial purpose, such as watering plants. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/lead>.

**While your drinking water meets the federal and state standard for arsenic, it does contain low levels of arsenic. The arsenic standard balances the current understanding of arsenic's possible health effects against the costs of removing arsenic from drinking water. The U.S. Environmental Protection Agency continues to research the health effects of low levels of arsenic, which is a mineral known to cause cancer in humans at high concentrations and is linked to other health effects such as skin damage and circulatory problems.**

**Odor Threshold results were at levels that exceeded the secondary MCL (Maximum Contaminant Level) standards. The secondary MCLs were set to protect you against unpleasant aesthetic effects (e.g., color, taste, and odor) and the staining of plumbing fixtures (e.g., tubs and sinks) and clothing while washing. The elevated levels are most likely due to the naturally-occurring organic materials.**

### Summary Information for Violation of a MCL, MRDL, AL, TT, or Monitoring and Reporting Requirement

VIOLATION OF A MCL, MRDL, AL, TT, OR MONITORING AND REPORTING REQUIREMENT				
Violation	Explanation	Duration	Actions Taken to Correct the Violation	Health Effects Language
<b>Turbidity Monitoring</b>	The Lopez Water Treatment Plant did not meet a monitoring treatment technique for turbidity. The plant filters water through membrane fibers; each day, a membrane integrity test (MIT) is performed on each rack containing membrane filters. In February, there were two times that one of the racks exceeded the turbidity set point; staff did not shut down the rack and perform the required MIT.	February 23 – 28, 2015	The daily compliance MIT was performed and indicated no failure with the membrane filters on that day or the following day. Staff has been notified of the monitoring failure and the requirements specific to membrane filtration. Additional programming changes will be implemented to automatically shut down the rack and notify operators to perform an MIT.	Turbidity has no health effects. However, high levels of turbidity can interfere with disinfection and provide a medium for microbial growth.
<b>Chlorate Notification</b>	The Lopez Project water system had chlorate levels in the distribution system above the notification level. Results showed levels as high as 1,440 ppb in the water distribution system; this is above the notification level of 800 ppb. The elevated levels were likely caused by the annual switchover from using chloramines to using free chlorine for secondary disinfection. The switchover helps to ensure that water mains remain free of potentially harmful bacteria, but the free chlorine levels helped convert chlorite to chlorate in the distribution line.	November 9, 2015	Chlorate levels returned to normal level when the system returned to the use of chloramines for disinfection. Monitoring for chemicals with notification levels is not required for Lopez Project, but unregulated contaminant monitoring helps USEPA and the State Water Resources Control Board to determine where certain contaminants occur and whether the contaminants need to be regulated. The Zone 3 governing board was notified of the chlorate notification level being exceeded.	Chlorate is considered noncancerous, but may contribute to pituitary or thyroid gland issues. This chemical may be given a maximum contaminant level at some time in the future once more information becomes available on the possible risk to human health.



Charles Z. Fedak, CPA, MBA  
Christopher J. Brown, CPA, CGMA  
Jonathan P. Abadesco, CPA

# Fedak & Brown LLP

Certified Public Accountants

Cypress Office:  
6081 Orange Avenue  
Cypress, California 90630  
(657) 214-2307  
FAX (714) 527-9154

Riverside Office:  
4204 Riverwalk Pkwy. Ste. 390  
Riverside, California 92505  
(951) 977-9888

June 2, 2016

Board of Directors  
Avila Beach Community Services District  
P.O. Box 309  
Avila Beach, California 93424

Re: Engagement Letter for auditing services for the year ended June 30, 2016

Dear Mr. Brad Hagemann, PE, General Manager:

Enclosed is our Engagement Letter to perform auditing services for the Avila Beach Community Services District for the year ended June 30, 2016. We look forward to working with you and the rest of the District staff.

Please sign this engagement letter and return it in the envelope provided at your convenience.

If you have any questions regarding this letter please let me know.

Cordially,

Charles Z. Fedak, CPA

Enclosures

CZF/rmm

BOARD OF COMMISSIONERS

DAVE KIRK  
MARY MATAKOVICH  
DREW BRANDY  
BILL BARROW  
JIM BLECHA

*President*  
*Vice President*  
*Secretary*  
*Commissioner*  
*Commissioner*



P.O. BOX 249 · AVILA BEACH  
CALIFORNIA 93424  
(805) 595-5400 · Fax 595-5404  
[www.portsanluis.com](http://www.portsanluis.com)

ANDREA LUEKER  
JEFFREY A. MINNERY  
PHILLIP J. SEXTON, CPA

*Harbor Manager*  
*Legal Counsel*  
*Treasurer*

## Property Committee Meeting

Thursday, June 9, 2016  
11:30 a.m.

Port San Luis Harbor District  
Coastal Gateway Building  
3900 Avila Beach Drive, Avila Beach, CA

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### Agenda

1. 11:30 AM CALL TO ORDER
2. PUBLIC COMMENT

Members of the public may speak regarding items not on the agenda. The public will be offered an opportunity to comment on agenda discussion items when these items are presented. All participants are requested to state their name and place of residence. Presentations are limited to three minutes.

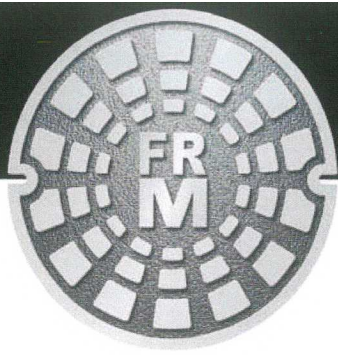
3. DISCUSSION ITEMS

- A. **Lighthouse Caretakers RFP:** Continued review of proposals received; provide recommendation for finalist
- B. **Avila Beach Waste Water Treatment Plant Agreement:** Continued discussion and review
- C. **Electric Meter Relocation and Use of Electrical Room:** Review and discuss [Staff Report](#) / [Attachment 1](#) / [Attachment 2](#) / [Attachment 3](#)

4. ADJOURNMENT

The public is welcome to attend.





June 8, 2016

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

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

### **WASTEWATER TREATMENT PLANT**

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

The Fixed Film Reactor (FFR) Feed Pump #1 variable frequency drive (VFD) had to be replaced after it failed. The new VFD was replaced using the spare from the Critical Spare Parts inventory. The VFD is used to adjust the speed rate of the pump depending on the level in the pump pit.

Recirculation Pump #1 was removed from service due to a worn pump impeller and volute that was decreasing the pumps ability to produce the proper amount of flow. The backup temporary spare pump was installed while Staff is obtaining proposals for repair versus replacement. The Recirculation Pumps are used to recirculate the wastewater several times over the FFR to maximize treatment.

### **WATER SYSTEM**

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

Staff received a call out about a leaking hydrant in front of Mr. Rick's. Staff responded to the hydrant leak and due to the busy weekend ahead it was determined to not bag the hydrant. This hydrant will need to be excavated to determine where the leak is coming from.

Staff compiled the Consumer Confidence Report (CCR) for ABCSD. This includes water quality data from the two water sources; Lopez Lake and CCWA Polonio Pass (State Water). ABCSD will distribute these in June to consumers.

### **COMPLIANCE RECORD AND PLANT PERFORMANCE**

Plant Design for Influent BOD is 270 mg/L. The permit limit for Effluent TSS and BOD is a Monthly Average of 40 mg/L with a Daily Maximum of 90 mg/L. The following table outlines Influent and Effluent BOD and TSS for May 2016.

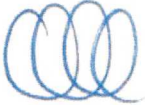
Date:	Weekly Effluent BOD 24 hr comp	Weekly Effluent TSS 24 hr comp	Bi-Monthly Influent BOD 24 hr comp	Bi-Monthly Influent TSS 24 hr comp
5/1/16	44	39	346	150
5/5/16	26	18	456	404
5/8/16	34	37	601	305
5/12/16	24	15	641	690
5/15/16	29	25	576	512
5/19/16	25	17	302	316
5/22/16	31	32	587	573
5/26/16	27	14	344	464
5/29/16	34	31	530	596
<b>Min</b>	24	14	302	150
<b>Mean</b>	30	25	487	446
<b>Max</b>	44	39	641	690
<b>BOD Removal: 93.7%</b>		<b>TSS Removal: 94.3%</b>		

ABCSD is still performing process testing for a study being performed by MKN Associates. This includes additional samples of Soluble BOD and Carbonaceous BOD for influent and across the primary clarifier on a weekly basis for a month. The samples are set up and collected over the weekend to represent full loading. This will help ABCSD to determine the removal of BOD across the primary clarifier.

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

Sincerely,

**FLUID RESOURCE MANAGEMENT**



Carinna Butler  
Operations Manager

#### **ATTACHMENTS**

- Self-Monitoring Report(s)
- Average Daily Plant Effluent Flow Annual Comparison (2011-2016)
- Monthly Effluent Flow Total Comparison (2011-2016)
- Monthly Influent Average BOD (2011-2016)
- Monthly Port San Luis Flow Total Comparison (2011-2016)
- Monthly Water Purchased From Lopez (2011-2016)
- ABCSD Monthly Water Sold (2011-2016)

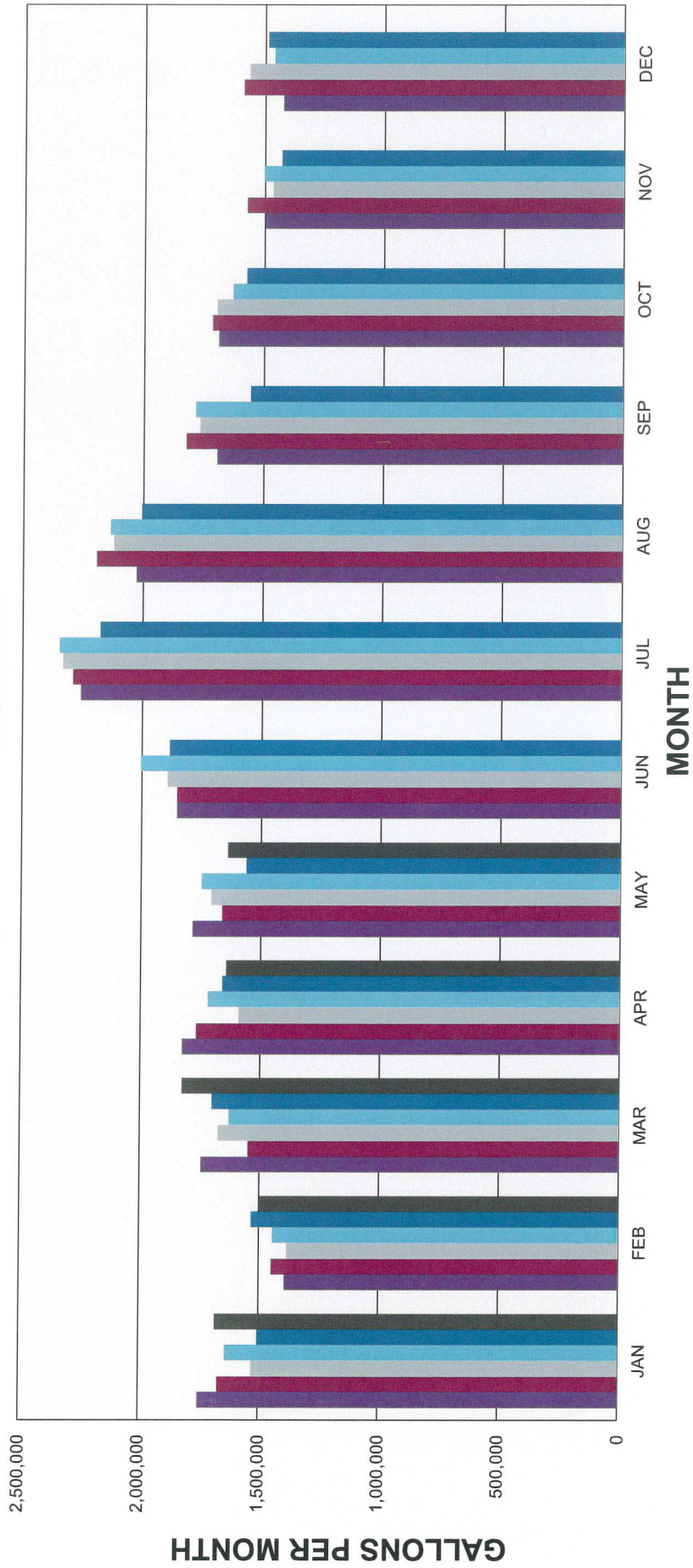






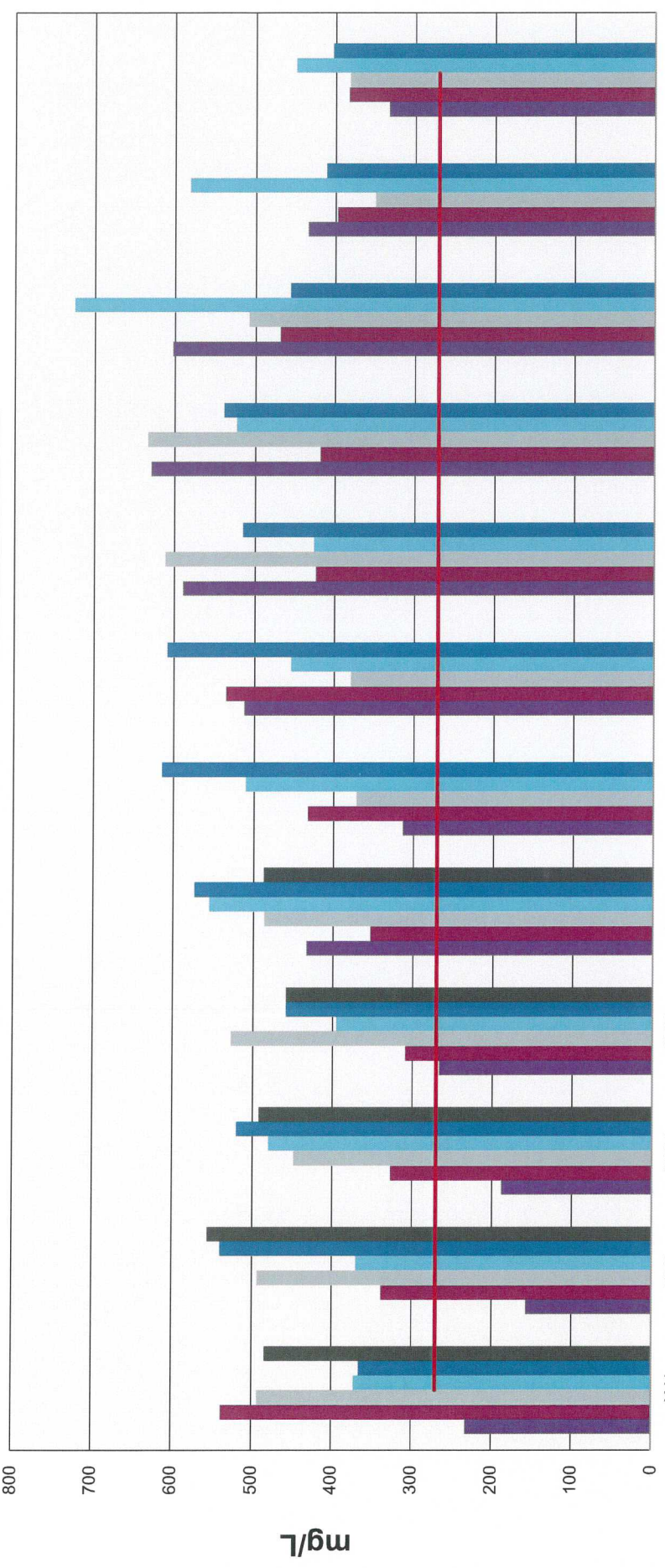
# ABCSD MONTHLY TOTAL EFFLUENT FLOW (2011-2016)

■ 2011    ■ 2012    ■ 2013    ■ 2014    ■ 2015    ■ 2016



# ABCSD MONTHLY AVERAGE INFLUENT BOD (2011-2016)

■ 2011   
 ■ 2012   
 ■ 2013   
 ■ 2014   
 ■ 2015   
 ■ 2016   
 — WWTP Design

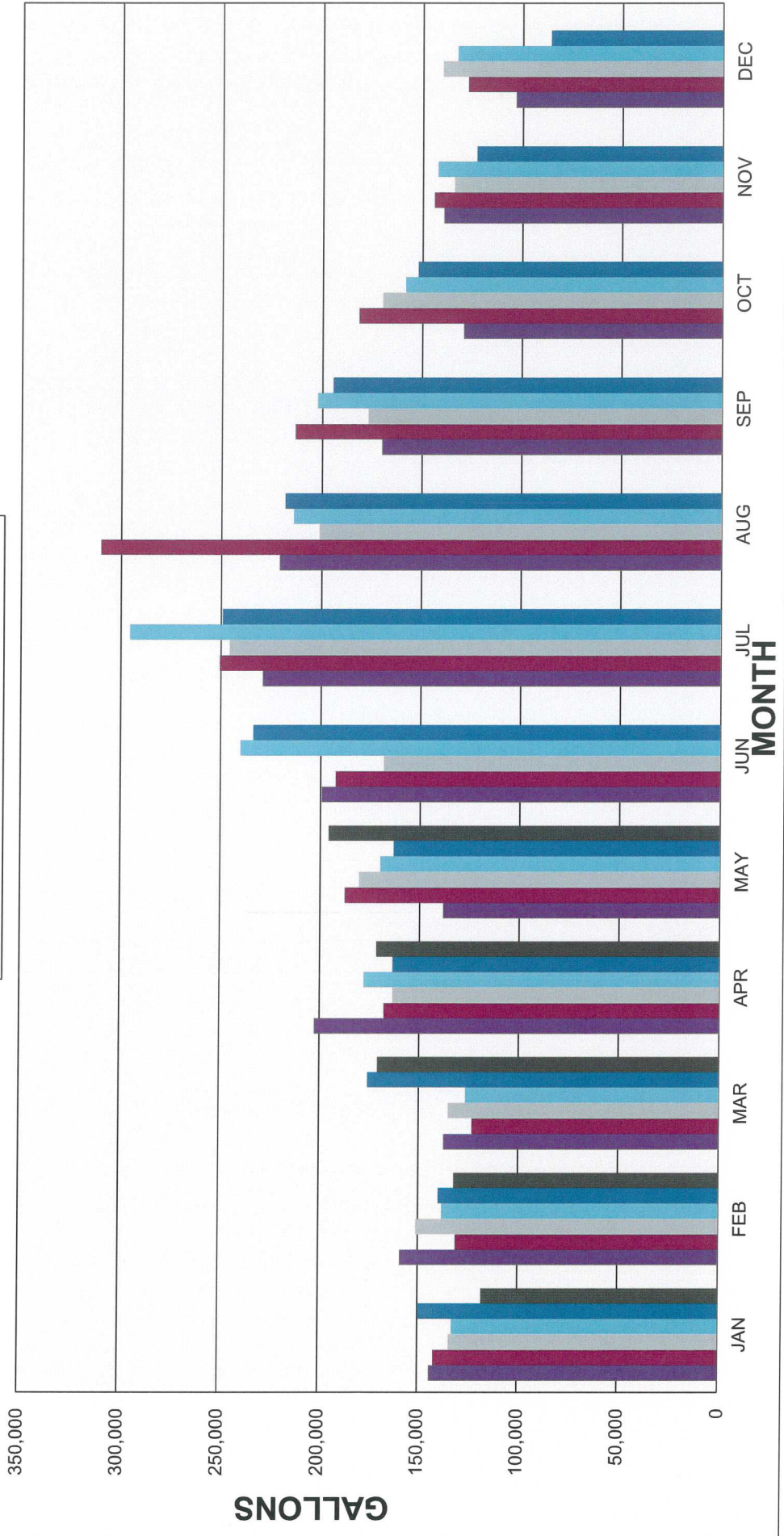


MONTH

mg/L

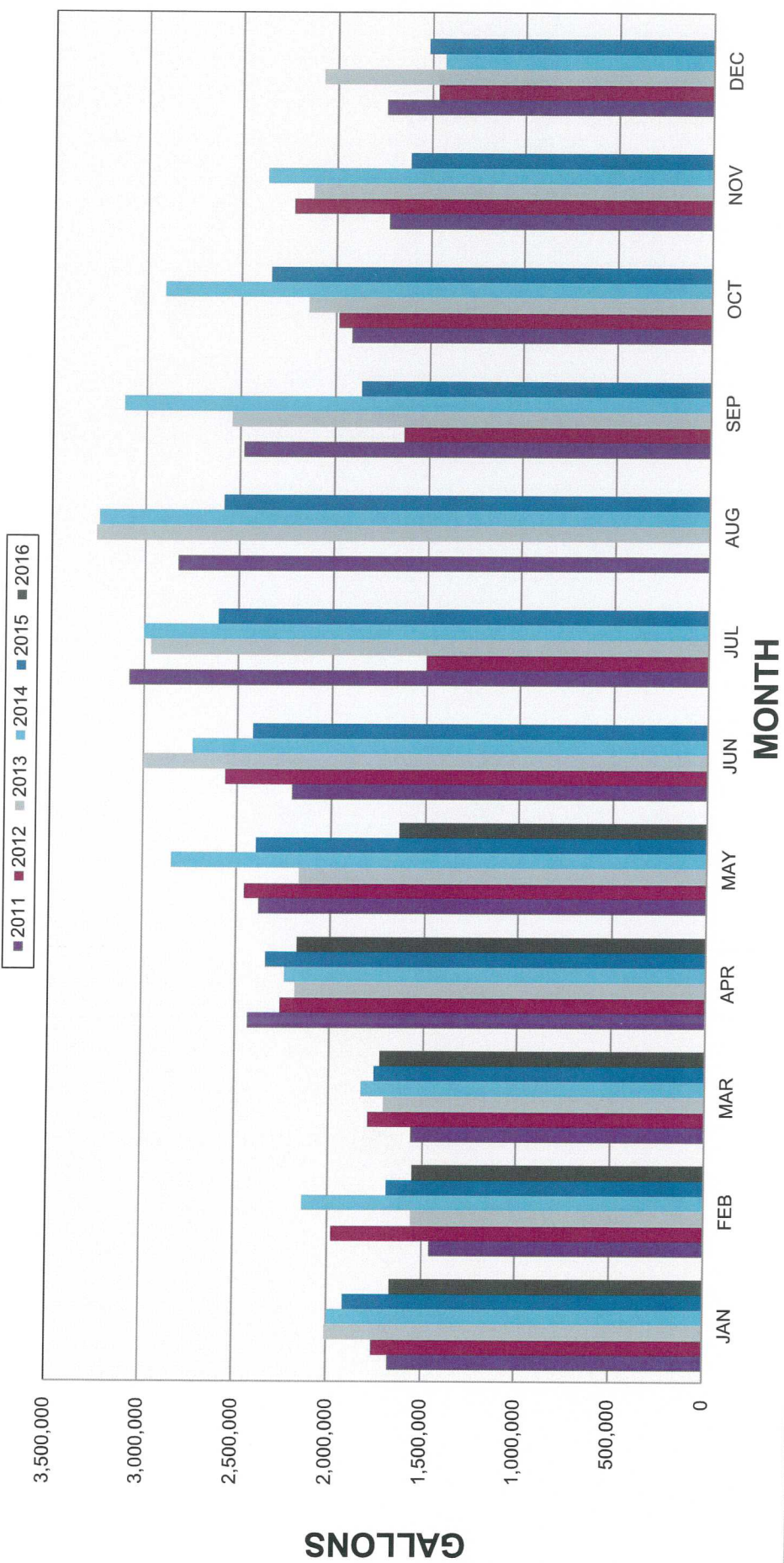


# PORT SAN LUIS MONTHLY TOTAL FLOW (2011-2016)



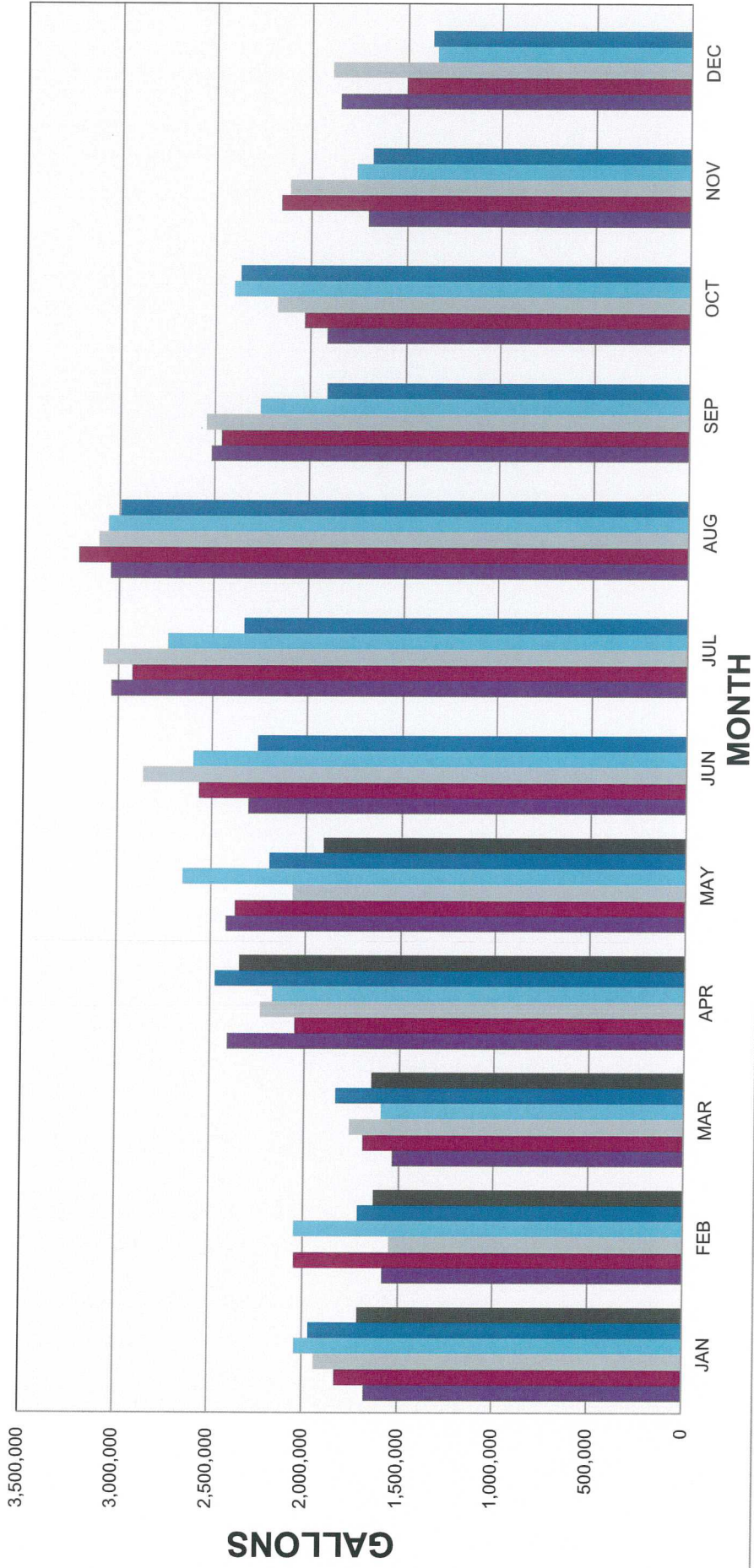


# ABCSD MONTHLY TOTAL WATER PURCHASED FROM LOPEZ (2011-2016)



# ABCSD MONTHLY TOTAL WATER SOLD (2011-2016)

■ 2011 
 ■ 2012 
 ■ 2013 
 ■ 2014 
 ■ 2015 
 ■ 2016






**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: June 14, 2016

SUBJECT: District Banking Services

Recommendation:

Adopt Resolution No. 2016-05 and sign the attached letter to Heritage Oaks Bank updating the District's checking account banking activity authorization.

Discussion:

In July 2015, the District opened a checking account with Heritage Oaks Bank. Since that time we have had a change in Board members and we need to update our Authorized Signors on the account. In order to accomplish this, the Board needs to adopt an updated Resolution and sign the attached letter. Staff will forward the updated Resolution and letter to Heritage Oaks.



**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
AVILA BEACH COMMUNITY SERVICES DISTRICT  
AUTHORIZING SIGNATORS FOR HERITAGE OAKS BANKING ACCOUNTS**

**WHEREAS**, the Avila Beach Community Services District (herein “District”) is a Special District with active powers that include Water, Sewer, Solid Waste, Street Lighting and Fire Protection; and

**WHEREAS**, the District has established District banking accounts with Heritage Oaks Bank; and

**WHEREAS**, the purpose of this Resolution is to update authorized signers for the District’s bank accounts at Heritage Oaks Bank.

**WHEREAS**, Ms. Shanna Richards has retired her position on the Board and Mr. Eric DeWeese has been appointed to the Board of Directors,

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED** by the Board of Directors of the Avila Beach Community Services District as follows:

1. The following District Officers and staff are authorized signers who may sign and transact on the District bank accounts at Heritage Oaks Bank:

<u>Title</u>	<u>Name</u>
President	Peter Kelley
Vice President	John Janowicz
Director	Lynn Helenius
Director	Eric DeWeese
Director	Ken San Filippo
General Manager	Brad Hagemann

**PASSED AND ADOPTED** by the Board of Directors of the Avila Beach Community Services District this 10th day of June, 14<sup>th</sup>, 2016 on the following roll call vote:

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

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

The foregoing resolution is hereby adopted this 14<sup>th</sup> day of June, 2016.

\_\_\_\_\_  
Peter Kelley, President

ATTEST:

\_\_\_\_\_  
Secretary to the Board of Directors



# AVILA BEACH COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA 93424  
Office and Meeting Room - 191 San Miguel Street, Avila Beach  
Telephone (805) 595-2664 FAX (805) 595-7623  
E-Mail Avilacsd@gmail.com

June 14th, 2016

Ms. Liz Summers  
Heritage Oaks Bank  
1530 E. Grand Avenue  
Arroyo Grande, CA 93420

Dear Ms. Summers,

The Avila Beach Community Services District opened a checking account with Heritage Oaks Bank in July 2015. We have had some changes on our Board of Directors and the purpose of this letter is to update the District's authorized signers. Director Shanna Richards has retired from our Board and Mr. Eric DeWeese has been appointed to replace her. Please remove Ms. Richards as an authorized signer and add Mr. DeWeese as an authorized signer.

The following persons are authorized signers, who may sign and transact on the account subject to restrictions outlined in this letter

Authorized Signers:

Name	Title	Signature
Peter Kelley	President	_____
Ken San Filippo	Director	_____
Lynn Helenius	Director	_____
John Janowicz	Director	_____
Eric DeWeese	Director	_____
Brad Hagemann	General Manager	_____

The above signers may sign checks, make transfers, conduct transactions and inquiries over the phone, and establish online accounts.

Authorized individuals to make deposits, inquiries and other administrative matters:

Kristina Dibbern                      Accounting Clerk

Sincerely,

Pete Kelley  
President

**AVILA BEACH**  
**COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager



DATE: June 14, 2016

SUBJECT: Public Hearing; 2016 Weed Abatement Program – Resolution No 2016-06

Recommendation:

Receive Report and open the public hearing for any objections to the postings of properties needing abatement. After considering any objections, adopt Resolution 2016-06.

Funding:

Affected property owners will bear the cost of clearing their lots. The District includes the cost of administering this program as part of the General Fund.

Discussion:

Each year the District provides for the annual weed abatement program in the community. On May 24, 2016 the Board adopted Resolution No. 2016-03 Declaring Weeds, Dry Grass and Trash to be a nuisance. This was the first step in a three step program to ensure property owners clean up trash and weeds that may pose a fire hazard. This Resolution is the second step.

On June 1, Fire Department staff surveyed the District and posted those properties that needed weed abatement and/or cleanup. Those property owners have also been notified via US mail. It is now appropriate for the Board to consider any objections by the owners of the properties that were posted. If no protests are received staff recommends the Board adopt Resolution 2016-06 finding no objections to the abatement. Adoption of this resolution will provide for the District's clearing of any remaining parcels within the District that may present a fire hazard or nuisance that have not yet been cleared. If objections are received, extensions may be granted to allow the property owner to remove weeds through a private contractor. Staff has worked with the Fire Department and property owners to encourage cutting of weeds prior to the Fourth of July in order to minimize the potential of fire.

Attached to this report is a listing of properties that have been posted. Several of the parcels posted have already been cleared and staff anticipates all will be cleared by the owners. Re-inspections will commence following tonight's meeting.

As a final (third) step in the weed abatement process, if any parcels need to be cleared by the District, the cost of that work will be attached to the property owners tax bill after consideration of a future resolution to do so.



**AVILA BEACH COMMUNITY SERVICES DISTRICT**

**RESOLUTION NO. 2016-06**

**RESOLUTION FINDING NO OBJECTIONS TO WEEDS AND RUBBISH ABATEMENT PROCEEDINGS AND ORDERING THE ABATEMENT OF THE NUISANCES.**

WHEREAS, a time was set for the hearing before the Board of Directors of the Avila Beach Community Services District of objections from the public to the proposed removal of trash and weeds from various lots and parcels within the District, as described in Resolution No. 2016-03, previously adopted; and it appearing that no persons have come forward to object to the proposal, or if they did appear, that their objections were heard, and that the President has declared the hearing closed;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS AS FOLLOWS:**

1. That any objections to said proposal were heard and resolved;
2. That the District has jurisdiction to proceed to perform the work of removal;
3. That the Fire Department is ordered to abate the nuisance referred to in Resolution 2015-03 on the lots and parcels described in Exhibit A, attached hereto;

**NOW, THEREFORE BE IT RESOLVED, DETERMINED AND ORDERED** by the Board of Directors of the AVILA BEACH COMMUNITY SERVICES DISTRICT, as follows:

Upon motion by Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, on the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

The foregoing Resolution is hereby passed and adopted this 14 day of June, 2016.

ATTEST:

\_\_\_\_\_  
**BRAD HAGEMANN**

General Manager and Secretary to the Board

\_\_\_\_\_  
**PETE KELLEY**

President of the Board of Director




**AVILA BEACH**  
**COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: June 14, 2016

SUBJECT: Consolidation of District Election with the General Election; Resolution No. 2016-07

Recommendation:

Approve Resolution No. 2016-07

Funding:

Costs for District elections will be funded out of the Administration budget. The cost of an election will vary depending upon the number of candidates filing for election, but have ranged from a few hundred dollars to several thousand dollars. The FY 2016-17 Administrative Budget includes sufficient funds to cover the costs. Historically, the District has had minimal costs associated with elections.

Discussion:

Attached for Board review is Resolution 2016-07 requesting Consolidation of the District's General Election with the Statewide General Election to be held on November 8, 2016. As the Board will recall, by having the County coordinate and consolidate our election with other agencies, the overall cost is greatly reduced.

This year the District will have the election of 2 full term members to the Board on the ballot. The terms of Director's Janowicz and DeWeese are up for full term election. A "Declaration of Candidacy" must be filed between July 18, and August 12, 2016 for a candidate to be eligible for the November Ballot. The cost of including a "Statement of Qualifications" for the ballot information will be paid by the candidate.

The "Calendar of Events" as provided by the County Clerk's Office is attached for Board information.



# AVILA BEACH COMMUNITY SERVICES DISTRICT

Resolution No. 2016-07

## A RESOLUTION OF THE BOARD OF DIRECTORS OF THE AVILA BEACH COMMUNITY SERVICES DISTRICT REQUESTING CONSOLIDATION OF THEIR BIENNIAL ELECTION WITH THE NOVEMBER 8, 2016 CONSOLIDATED GENERAL ELECTION

**WHEREAS**, an election shall be conducted on November 8, 2016 for this District pursuant to the Uniform District Election Law commencing with Elections Code Section 10500; and

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

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

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors, as follows: The Board of Supervisors of San Luis Obispo County is hereby requested to consolidate the General District Election of this District to be held on November 8, 2016, with all other elections held on the same date. This request is made pursuant to Section 10555 and 10400, et seq of the California Elections Code. The Board of Directors agrees to reimburse, upon presentation of a bill, the County of San Luis Obispo in full for the services performed relating to this election.

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

**AYES:**  
**NOES:**  
**ABSENT:**

The foregoing resolution is hereby adopted this 14th day of June, 2016.

\_\_\_\_\_  
Peter Kelley, President

Attest:

\_\_\_\_\_  
SECRETARY TO BOARD

SPECIAL DISTRICT CALENDAR OF EVENTS  
 NOVEMBER 8, 2016 CONSOLIDATED PRESIDENTIAL ELECTION

DATE/DEADLINE	EVENT
<b>July 6</b> 125 days EC §10509, 10522	<b>District Secretary</b> completes and delivers to the County Elections Official, the Notice of Elective Offices to be filled, along with the map of the district's boundaries.
<b>July 11 - Aug 10</b> 120-90 Days EC Code §12112          EC §12113	<b>County Elections Official</b> shall publish the Notice of Election for each district containing: <ol style="list-style-type: none"> <li>1. The date of the election</li> <li>2. The office for which candidates may file</li> <li>3. The qualifications for office</li> <li>4. Location where candidates may file for office and the deadlines</li> <li>5. Statement regarding appointments EC §10515</li> </ol> In addition, County Elections official, shall, by a general press release, set forth the offices to be filled and a telephone number to call for information.  <b>County Elections Official</b> shall deliver a copy of all published notices to the District Secretary for posting in the district office.
<b>July 18 - Aug 12</b> 113-88 Days EC §10510, 10603          EC §10515	<b>Nomination period</b> - Candidates file declaration of candidacy forms and other related nomination documents with the County Elections Official. No person may file papers for more than one district office at the same election. Candidates for Harbor Commissioner must file nomination papers signed by 25 to 50 registered voters within the District.  <b>Insufficient Nominees</b> - If by the close of nominations for a given office, there are insufficient or no nominees, and a petition requesting an election has not been filed, the district will not hold an election. Those candidates who filed Declarations of Candidacy will be appointed in-lieu of election by the Board of Supervisors. Upon recommendation of the District, the Board of Supervisors will make appointments where no candidates filed the requisite papers.
<b>Aug 12</b> 88 Days EC §10403, 10603b	<b>Last day</b> for districts to file their resolutions requesting consolidation of their election with the November 8, 2016, Presidential Election with the County Elections Official <b>Last day</b> for a candidate to withdraw their Declaration of Candidacy.
<b>Aug 13 - Aug 17</b> 87-83 Days EC §10516	<b>Extended Filing Period</b> - If an incumbent officer does not file a declaration of candidacy by August 12, any person <b>other than the incumbent</b> , may file between these dates. The extension is not applicable if there is no incumbent to be elected.
<b>Aug 15</b> 85 Days EC §13307	<b>Last Day</b> for a candidate to withdraw their Statement of Qualifications. Once filed, the statement cannot be changed, only withdrawn. If the office has a filing extension, the last day to withdraw the statement of qualifications is August 18.
<b>Dec 9</b> EC §10554	<b>Term of Office begins.</b> Prior to taking office, each elective officer shall take the official Oath of Office.
<b>Jan 2, 2017</b> HNC §6050, 6055, 6056	<b>Term of Office for Harbor Commissioners</b> begins at noon. Prior to taking office, each commissioner shall take the official oath and execute any bond required by the principal act.



## COMMUNITY SERVICES DISTRICT DIRECTORS


DISTRICT	# OF TERMS	INCUMBENT	TERM BEGINS	TERM ENDS
Avila Beach Community Services District	2 Full Terms	John Philip Janowicz Shanna L. Richards	12/2/16	12/4/20
California Valley Community Services District	3 Full Terms	Misty Marie Lambert Rosemarie Webb Lisa Marrone	12/2/16	12/4/20
Cambria Community Services District	2 Full Terms	Amanda C. Rice Gail Rae Robinette	12/2/16	12/4/20
	1 Short Term	Gregory Sanders		
Creston Hills Ranch Community Services District	2 Full Terms	Tommy R. Blankinship Michael J. Prowse	12/2/16	12/4/20
Ground Squirrel Hollow Community Services District	3 Full Terms	Scott C. Simons Donald D. Dougherty Frank A. Duckworth	12/2/16	12/4/20
Heritage Ranch Community Services District	2 Full Terms	Anthony G. Foti Daniel W. Burgess	12/2/16	12/4/20
Independence Ranch Community Services District	3 Full Terms	Carol C. Noe Terry D. Leezer William P. Mulcahy	12/2/16	12/4/20
Linne Community Services District	2 Full Terms	Joan D. Somerville James P. Dempsey	12/2/16	12/4/20
Los Osos Community Services District	2 Full Terms	Marshall E. Ochylski Robert M. Wright	12/2/16	12/4/20
Nipomo Community Services District	2 Full Terms	Craig W. Armstrong Robert L. Blair	12/2/16	12/4/20
Oceano Community Services District	3 Full Terms	Jennifer Blackburn Matthew G. Guerrero Mary K. Lucey	12/2/16	12/4/20
San Miguel Community Services District	3 Full Terms	Travis Dawes John R. Green Anthony R. Kalvans	12/2/16	12/4/20
San Simeon Community Services Distict	3 Full Terms	Alan M. Fields Leroy E. Price Daniel M. Williams	12/2/16	12/4/20
Squire Canyon Community Services District	3 Full Terms	Christopher W. Johnson	12/2/16	12/4/20
		Thomas J. Murphy	12/2/16	12/2/16
		Stephen W. Fiant		
Templeton Community Services District	3 Full Terms	Geoffrey T. English David LaCaro Judith K. Dietch	12/2/16	12/4/20



**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: June 14, 2016

SUBJECT: Adoption of Annual Budget: FY 2016-17: Resolutions No.'s 2016-08, A Resolution for Determination of Appropriation Limitation for the Fiscal Year 2016-17 and Resolution No. 2016-09 Adopting the 2016-2017 Fiscal Year Budget.

Recommendation:

1. Receive Staff Report and Board Comment on the Proposed FY 2016/17 Budget
2. Open Public Hearing and Receive any Public Comment
3. Close the Public Hearing
4. Consider any further changes to be made to the proposed budget
5. Adopt as Final, the Proposed Budget for FY 2016-17, by adopting Resolution Nos. 2016-08 and 2016-09, or if necessary, continue this item to a date certain for further consideration.

Funding:

As presented in the Proposed Budget

Discussion:

Each year the District must prepare and adopt an operating and capital projects budget for the coming Fiscal Year. The budget preparation process includes any adjustments to the water and/or sewer fee schedules. In June 2014, the Board adopted a five year rate schedule that included increasing the water rates by 10% and the sewer rates by 25% on July 1<sup>st</sup> of each year through July 1, 2018. The current monthly residential rates are \$49.25 for Water and \$44.90 for Sewer.

Staff met with the Finance Committee on April 14, 2016, to review the FY 2016/17 Preliminary Budget. Among other things, the Committee considered increasing the water and sewer rates the full amount approved in June 2014 or by a lesser amount. The Committee concluded that it was in the District's best interest to increase the rates the full amount this year and then consider a lesser increase next fiscal year. The full Board reviewed the Preliminary Budget at the May 24, 2016, Board meeting. After considerable deliberation, the Board directed staff to prepare the final draft of the FY 2016/17, including the full rate increase adopted in June 2014 and to prepare and circulate a Notice of Public Hearing for Adoption of the FY 2016/17 Budget (attached).

Attached is the Final Draft of the FY 2016/17 budget that includes a 10% Water and 25% Sewer rate increase as approved through the June 2014, Prop 218 hearing process. Since the Draft Budget is very similar to the Preliminary Budget presented at the May 24, Board meeting, staff will briefly summarize the Draft Budget and respond to Board questions or comments.

The Board should then open the public hearing, receive public comment, close the public hearing, consider any further changes and then consider adoption of Resolution Nos. 2016-08 and 2016-09.

THE *Newspaper of the Central Coast*  
TRIBUNE

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In The Superior Court of The State of California  
In and for the County of San Luis Obispo  
AFFIDAVIT OF PUBLICATION

AD # 2475188  
AVILA CSD

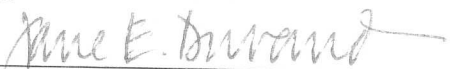
STATE OF CALIFORNIA

ss.

County of San Luis Obispo

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen and not interested in the above entitled matter; I am now, and at all times embraced in the publication herein mentioned was, the principal clerk of the printers and publishers of THE TRIBUNE, a newspaper of general Circulation, printed and published daily at the City of San Luis Obispo in the above named county and state; that notice at which the annexed clippings is a true copy, was published in the above-named newspaper and not in any supplement thereof – on the following dates to wit; MAY 29, 2016, that said newspaper was duly and regularly ascertained and established a newspaper of general circulation by Decree entered in the Superior Court of San Luis Obispo County, State of California, on June 9, 1952, Case #19139 under the Government Code of the State of California.

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

  
(Signature of Principal Clerk)

DATED: MAY 29, 2016

AD COST: \$99.22

NOTICE OF PUBLIC HEARING  
AVILA BEACH COMMUNITY  
SERVICES DISTRICT  
ADOPTION OF FISCAL YEAR  
2016/2017 BUDGET

DATE: June 14, 2016  
TIME: 7:00 PM  
PLACE: District Meeting Room  
191 San Miguel Street,  
Avila Beach

PLEASE TAKE NOTICE:

1. The District has prepared a proposed final Budget for Fiscal Year 2016/17 which is available for inspection, during regular District business hours, at the District office located at 191 San Miguel Street, Avila Beach, California.
2. On June 14, 2016, at 7:00 pm, the District's Board of Directors will meet to consider adoption of the final Budget.
3. At the time and place specified in this Notice any person may appear to be heard regarding any item in the Budget, including the addition of other items.

If you should have questions, please contact the District Office at (805) 595-2664.  
May 29, 2016 2475188



**AVILA BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2016-08**

**A RESOLUTION FOR DETERMINATION OF  
APPROPRIATION LIMITATION FOR THE  
2016-2017 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 2014-2015 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 **1.0537** and the percent change in the population (POP) of the unincorporated areas of San Luis Obispo County is **0.60** and,

WHEREAS, the appropriation, subject to limitation (estimated net tax proceeds excluding Augmentation Funds) has been determined to be **\$5,262,737**; 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:

$$\frac{1.0537 + 100}{100} (CPCPI) \quad X \quad \frac{0.60 + 100}{100} (POP) \quad = \quad \text{RATIO}$$

$$1.0382 \quad X \quad 1.009 \quad = \quad 1.0475$$

2. That the 2016-2017 appropriation limit is determined as follows:

2015-2016 Limitation		\$ <u>5,262,737</u>
2016-2017 Ratio of Change	X	<u>1.017</u>
2015-2016 Appropriation Limitation		\$ <u>5,352,204</u>

3. That the Appropriation Limitation (\$5,352,204) exceeds the Appropriation subject to Limitation (\$478,389) by \$4,873,815.
4. No further adjustment to the 2016-2017 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 2016-2017.
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 , seconded by Director , and on the following roll call vote to wit:

AYES:

NOES:

ABSENT:

ABSTAINING:

the foregoing Resolution is hereby adopted this 14<sup>th</sup> day of June, 2016.

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Peter Kelley, President

ATTEST:

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Secretary to the Board of Directors

**AVILA BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 2016-09**

**A RESOLUTION ADOPTING THE 2016-2017 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 2016-2017 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 2016/17 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 \_\_\_\_\_ seconded by Director \_\_\_\_\_, and on the following roll call vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

The foregoing resolution is hereby adopted this 14<sup>th</sup> day of June, 2016.

\_\_\_\_\_  
Peter Kelley, President

ATTEST:

\_\_\_\_\_  
Secretary to the Board of Directors



# **Avila Beach Community Services District**

## **2016/17 Fiscal Year Budget**

Presented to the Board of Directors

June 14, 2016

Peter Kelley, President  
John Janowicz, Vice President  
Lynn Helenius  
Ken San Filippo  
Eric DeWeese

Proposed by:

Brad Hagemann  
General Manager/District Engineer

**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Fund Balances**

**AVILA BEACH COMMUNITY SERVICES DISTRICT**  
*Actual Account Cash Balances*  
*Estimated FY 2015/16 Ending Balances*

**LAIF - General**

Beginning Balance	07/01/15	\$	2,211,678
Interest		\$	7,955
Approx Ending Balance	07/01/16	\$	2,219,633

**General Checking - Bank of America**

Account Closed and funds transferred to Heritage Oaks Checking

Approx Ending Balance	06/30/16	\$	0.00
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**Payroll Checking - Bank of America**

Approx Ending Balance	06/30/16	\$	23,000
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**Water Security Deposits - Bank of America**

Account Closed and funds transferred to Heritage Oaks Checking

Approx Ending Balance	06/30/16	\$	0.00
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**General Checking - Heritage Oaks**

Approx Ending Balance	06/30/16	\$	325,000
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**Totals**

Approx Ending Balance	06/30/15	\$	2,567,633
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**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Budget Summary**

Avila Beach Community Services District  
 Operations Maintenance Budget  
 Combined Detail  
 Fiscal Year 2016/17

Ordinary Income/Expense	Combined					Total
	Admin	General	Sanitary	Water	Street Lights	
<b>Income</b>						
4010 · Operating Revenue	0	0	475,000	467,500	0	958,500
4070 · Late Charge Penalty	0	0	0	1,000	0	1,000
4050 · Harbor Charges	0	0	60,000	0	0	61,200
4030 · County Taxes	0	220,000	236,000	80,000	1,200	551,500
4015 · Capacity Fees Paid	0	0	80,000	40,000	15,500	120,000
4600 · Interest Income	0	6,500	0	0	0	6,500
4080 · Plan Check Income	0	0	2,500	1,000	0	3,500
4090 · Rental Income	0	38,000	0	0	0	38,000
4060 · Installation Fees	0	0	0	0	0	0
4020 · Contract Services Ambulance	0	0	0	0	0	0
4100 · Misc Income (Refunds/PWS)	0	2,500	0	0	0	2,500
<b>Total Income</b>	<b>0</b>	<b>267,000</b>	<b>853,500</b>	<b>589,500</b>	<b>16,700</b>	<b>1,742,700</b>
<b>Expense</b>						
5280 · Payroll Expenses	35,000	0	0	0	0	35,000
5230 · Payroll Taxes	560	0	0	0	0	560
5250 · PERS	15,000	0	0	0	0	15,000
5260 · Work Comp Insurance	854	0	0	0	0	854
5242 · Health Insurance	10,200	0	0	0	0	10,200
6160 · Training	5,000	0	0	0	0	5,000
6570 · Safety Gear	0	0	450	50	0	500
6130 · LAFCo Fees	5,000	0	0	0	0	5,000
6120 · Dues & Subscriptions	4,000	0	500	500	0	5,000
6535 · Insurance	0	5,000	5,000	4,800	0	14,800
6585 · Telephone	3,000	0	4,000	0	0	7,000
6140 · Office Supplies & Postage	7,500	0	1,500	1,200	0	10,200
6503 · Chemicals	0	0	70,000	2,000	0	72,000
6550 · Operating Supplies	0	0	8,000	6,000	0	14,000
6575 · Small Tools	0	0	500	500	0	1,000
6145 · Public Notices	1,000	0	0	0	0	1,000
6510 · Critical Spare Parts	0	0	15,000	5,000	0	20,000
6520 · Equip Repairs & Maintenance	2,500	0	30,000	5,000	0	37,500
6530 · Generator Maintenance	0	0	4,000	0	0	4,000
6900 · Yard Improvements	0	0	0	500	0	500
6580 · Solids Handling	500	0	30,000	500	0	30,000
6165 · Fuel & Travel	2,000	0	1,000	500	0	2,000
6590 · Utilities	9,500	0	24,000	2,000	12,500	40,500
6155 · Rent	0	0	0	0	0	0
6825 · Weed Abatement	n/a	75	0	0	0	75
6560 · Plan Checks	0	0	2,500	1,000	0	3,500

Avila Beach Community Services District  
 Operations Maintenance Budget  
 Combined Detail  
 Fiscal Year 2016/17

	Admin	General	Sanitary	Water	Street Lights	Solid Waste	Total
6505 · Contract Labor	125,000	175,000	185,000	70,000	0	0	555,000
6135 · Legal	25,000	0	10,000	2,000	0	0	37,000
6525 · Fat Oil & Grease Program	0	0	6,000	0	0	0	6,000
6515 · Engineering	0	0	25,000	20,000	0	0	45,000
6543 · Management	0	0	0	0	0	0	0
6102 · Accounting	15,000	0	0	0	0	0	15,000
6565 · Regulatory Permit Compliance	0	0	25,000	10,000	0	0	35,000
6540 · Lab Tests	0	0	45,000	2,000	0	0	47,000
6555 · Permits & Fees	0	0	10,000	4,500	0	0	14,500
6541 · Licenses	0	0	0	200	0	0	200
6805 · State Water	0	0	0	125,000	0	0	125,000
6802 · Lopez Water	0	0	0	100,000	0	0	100,000
6545 · Miscellaneous	0	0	0	0	0	0	0
Sub total Operating Expense	266,614	180,075	502,450	362,750	12,500	0	1,324,389
Allocation of Admin Transfer		10%	45%	35%	5%	5%	
6104 · Administrative Transfer	-266,614	26,661	119,976	93,315	13,331	13,331	0
Total Expense	0	206,736	622,426	456,065	25,831	13,331	1,324,389
1600 · Fixed Assets Depreciation	0	0	100,474	29,680	0	0	130,154
Net Profit/ Loss	0	60,264	130,600	103,755	-9,131	2,669	288,157

Updated: 6/1/16



**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Administrative Fund**

Avila Beach Community Services District  
**Administration Budget**  
 Fiscal Year 2016/17

Administrative	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4010 · Operating Revenue	0	0		0	
4070 · Late Charge Penalty	0	0		0	
4050 · Harbor Charges	0	0		0	
4030 · County Taxes	0	0		0	
4015 · Capacity Fees Paid	0	0		0	
4600 · Interest Income	0	0		0	
4080 · Plan Check Income	0	0		0	
4090 · Rental Income	n/a	n/a		0	
4060 · Installation Fees	0	0		0	
4020 · Contract Services Ambulance	0	0		0	
4089 · Misc Income (Refunds/PWS)	0	0		0	
<b>Total Income</b>	<b>0</b>	<b>0</b>		<b>0</b>	
<b>Expense</b>					
5200 · Payroll Expenses	35,000	34,000		35,000	
5230 · Payroll Taxes	560	560		560	
5250 · PERS	2,275	15,000		15,000	\$3k EE; \$12k Retiree Unfunded Liability
5260 · Work Comp Insurance	854	830		854	
5242 · Health Insurance	12,000	10,000		10,200	
6160 · Training	3,000	1,000		5,000	Board Direction to Increase
6560 · Safety Gear	0	0		0	
6130 · LAFCo Fees	4,300	4,500		5,000	
6120 · Dues & Subscriptions	4,000	3,800		4,000	
6535 · Insurance	0	0		0	
6585 · Telephone	2,400	3,000		3,000	
6140 · Office Supplies & Postage	5,500	7,500	New Server and set-up	7,500	El Dorado software upgrade \$2000
6503 · Chemicals	0	0		0	
6550 · Operating Supplies	0	0		0	
6145 · Public Notices	1,000	1,000		1,000	
6520 · Equip Repairs & Maint	2,000	2,500	IT support	2,500	Set-up separate IT Support account
6900 · Yard Improvements	0	0		0	
6165 · Fuel & Travel	500	500		500	
6590 · Utilities	2,000	2,000		2,000	

Avila Beach Community Services District  
**Administration Budget**  
 Fiscal Year 2016/17

Administrative	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
6155 · Rent	9,337	9,337		9,500	
6560 · Plan Checks	n/a	n/a		n/a	
6505 · Contract Labor	85,000	85,000			
6135 · Legal	30,000	15,000	Legal attending Board mtgs as needed	125,000	Contract GM & District Engineer
6515 · Engineering	58,000	35,000		25,000	Continue existing as-needed policy
6543 · Management	5,000	5,000	Moved to Contract Labor		Moved to Contract Labor
6102 · Accounting	7,500	15,000	Included Audit and Accounting	15,000	Move to Contract Labor
6540 · Lab Tests	0	0			Establish separate line item for Audit?
6555 · Permits & Fees	0	0		0	
6541 · Licenses	0	0		0	
6805 · State Water	0	0		0	
6802 · Lopez Water	0	0		0	
6545 · Miscellaneous	0	0		0	
6104 · Administrative Transfer	0	0		0	
<b>Total Expense</b>	<b>270,226</b>	<b>250,527</b>		<b>266,614</b>	

Administrative costs spread to other funds: Street Lights & Solid Waste 5% each, General 10% Water 35% & Sanitary 45%

Notes:

Rent amount to change probably COLA increase



**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**General Fund/Fire Department**

Avila Beach Community Services District  
 General Budget  
 Fiscal Year 2016/17

General	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
Ordinary Income/Expense					
Income					
4010 · Operating Revenue					
4070 · Late Charge Penalty					
4050 · Harbor Charges					
4030 · County Taxes	209,000	209,000		220,000	70% GF Tax
4015 · Capacity Fees Paid	0	0		0	
4600 · Interest Income	5,000	6,500		6,500	LAIF interest
4080 · Plan Check Income	0			0	
4090 · Rental Income	36,350	36,350		38,000	5% increase per with lease
4060 · Installation Fees	2,700		No longer using		
4020 · Contract Services Ar	500	2,500		2,500	
4089 · Misc Income (Refunds/PWS)					
Total Income	253,550	254,350		267,000	
Expense					
5200 · Payroll Expenses					
5210 · Gross Wages	0	0		0	
Total 5200 · Payroll Expens	0	0		0	
5230 · Payroll Taxes					
503M · Medicare	0	0		0	
Total 5230 · Payroll Taxes	0	0		0	
5250 · PERS	0			0	
5260 · Work Comp Insuranc	0			0	
5242 · Health Insurance	0			0	
6560 · Safety Gear	0			0	
6130 · LAFCo Fees	0			0	
6120 · Dues & Subscription	0			0	
6535 · Insurance	4,800	4,800		5,000	
6585 · Telephone	0			0	
6140 · Office Supplies & Po	0			0	
6503 · Chemicals	0			0	
6550 · Operating Supplies	0			0	
6145 · Public Notices	0			0	
6542 · Maintenance	0			0	
6165 · Fuel & Travel	0			0	
6590 · Utilities	0			0	

Avila Beach Community Services District  
 General Budget  
 Fiscal Year 2016/17

General	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
6825 · Weed Abatement	75			75	
6505 · Contract Labor	161,285	161,285		175,000	in accordance with CDF Contract
6135 · Legal	0			0	
6515 · Engineering	0			0	
6543 · Management	0			0	
6102 · Accounting	0			0	
6540 · Lab Tests	0			0	
6555 · Permits & Fees	0			0	
6541 · Licenses	0			0	
6805 · State Water	0			0	
6802 · Lopez Water	0			0	
6545 · Miscellaneous	0			0	
<b>Sub Total Operating Expense</b>	<b>166,160</b>	<b>166,085</b>		<b>180,075</b>	
6104 · Administrative Trans	21,955	25,053		26,661	10% of Admin Costs
<b>Total Operating Expense</b>	<b>188,115</b>	<b>191,138</b>		<b>206,736</b>	
<b>Net Income/ Expense</b>	<b>65,435</b>	<b>63,212</b>		<b>60,264</b>	

Notes:



**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Sanitary Fund**

Avila Beach Community Services District  
**Sanitary Budget**  
 Fiscal Year 2016/17

Sanitary	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4003 · Operating Revenue	400,000	380,000		475,000	25% rate increase
4005 · Late Charge Penalty	1,000	0		0	Rolled in to Revenue
4007 · Harbor Charges	50,000	60,000		60,000	
4009 · County Taxes	215,325	225,000		236,000	5% estimated increase
4015 · Capacity Fees Paid	0	70,000		80,000	
4029 · Interest Income	0			0	
4039 · Plan Check Income	2,500	1,500		2,500	New Projects
4059 · Rental Income	0			0	
4069 · Installation Fees	0			0	
4079 · Contract Services Ambulance	0			0	
4089 · Misc Income (Refunds/PWS)	0			0	
<b>Total Income</b>	<b>668,825</b>	<b>736,500</b>		<b>853,500</b>	
<b>Expense</b>					
5200 · Payroll Expenses	0	0		0	
5210 · Gross Wages	0	0		0	
<b>Total 5200 · Payroll Expenses</b>	<b>0</b>	<b>0</b>		<b>0</b>	
5230 · Payroll Taxes	0	0		0	
503M · Medicare	0	0		0	
<b>Total 5230 · Payroll Taxes</b>	<b>0</b>	<b>0</b>		<b>0</b>	
5250 · PERS	0			0	
5260 · Work Comp Insurance	0			0	
5242 · Health Insurance	0			0	
6570 · Safety Gear	450	320	Gloves/Safety gear	450	
6130 · LAFCo Fees	0			0	
6120 · Dues & Subscriptions	500	350		500	Underground Service Alert
6535 · Insurance	5,000	5,000		5,000	Rates anticipated to remain stable
6585 · Telephone	4,000	3,500		4,000	SCADA line & plant line
6140 · Office Supplies & Postage	1,500	1,000		1,500	
6503 · Chemicals	48,000	65,000		70,000	Significant increase in chemicals
6550 · Operating Supplies	8,000	7,500		8,000	
6575 · Small Tools	500	350		500	
6145 · Public Notices	100				
6510 · Critical Spare Parts	15,000	10,000		15,000	Move to Admin 6145

Avila Beach Community Services District  
**Sanitary Budget**  
 Fiscal Year 2016/17

	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
<b>Sanitary</b>					
6520 · Equip Repairs & Maintenance	25,000	25,000		30,000	age of equipment
6530 · Generator Maintenance	2,500	4,100		4,000	
6900 · Yard Improvements					
6580 · Solids Handling	30,000	28,000		30,000	Include in 5520
6165 · Fuel & Travel	1,000	1,000		1,000	Bio Solids Transport & Disposal
6590 · Utilities	24,000	24,000		24,000	Rates Stable
Power					
Water, Sewer, Trash					
6560 · Plan Checks	2,500	2,500		2,500	
6505 · Contract Labor	170,000	170,000		185,000	Anticipates 5% increase
6135 · Legal	3,000	6,000		10,000	Anticipates additional support for permit renewal
6525 · Fat Oil & Grease Program	6,000	5,200		6,000	Contract program
6515 · Engineering	25,000	7,500		25,000	Contract as needed Non-CIP
6543 · Management					
6102 · Accounting					
6565 · Regulatory Permit Compliance	25,000	1,500	No Permit Renewal yet	25,000	Contract as needed
6540 · Lab Tests	45,000	42,000		45,000	
6555 · Permits & Fees	10,000	9,000		10,000	anticipates 10% increase
6541 · Licenses	0	0		0	Combine with Permits & Fees
6805 · State Water	0	0		0	No Pending Penalties
6545 · Miscellaneous	132,000	132,000	Water Board Settlement	0	
<b>Sub Total Operating Expense</b>	<b>584,050</b>	<b>550,820</b>		<b>502,450</b>	
6104 · Administrative Transfer	121,602	112,737		119,976	45% of Admin Cost
<b>Total Operating Expense</b>	<b>705,652</b>	<b>663,557</b>		<b>622,426</b>	
170 · Fixed Assets Depreciation	100,474	100,474		100,474	
<b>Net Income/ Expense</b>	<b>-137,301</b>	<b>-27,531</b>		<b>130,600</b>	

Notes:

**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Water Fund**



**Avila Beach Community Services District**  
**Water Budget**  
**Fiscal Year 2016/17**

	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4003 · Operating Revenue	430,000	425,000		467,500	10% rate increase
4005 · Late Charge Penalty	1,000	1,000		1,000	
4007 · Harbor Charges	0	0		0	
4009 · County Taxes	74,725	75,000		80,000	25% GF tax
4015 · Capacity Fees Paid	0	30,000		40,000	
4029 · Interest Income	0	0		0	
4039 · Plan Check Income	1,000	1,000		1,000	
4059 · Rental Income	0	0		0	
4069 · Installation Fees	0	0		0	
4079 · Contract Services Ambulance	0	0		0	
4089 · Misc Income (Refunds/PWS)	0	0		0	
<b>Total Income</b>	<u>506,725</u>	<u>532,000</u>		<u>589,500</u>	
<b>Expense</b>					
5200 · Payroll Expenses					
5210 · Gross Wages	0	0		0	
<b>Total 5200 · Payroll Expenses</b>	<u>0</u>	<u>0</u>		<u>0</u>	
5230 · Payroll Taxes					
503M · Medicare	0	0		0	
<b>Total 5230 · Payroll Taxes</b>	<u>0</u>	<u>0</u>		<u>0</u>	
5250 · PERS	0	0		0	
5260 · Work Comp Insurance	0	0		0	
5242 · Health Insurance	0	0		0	
6570 · Safety Gear	50	50		50	
6130 · LAFCo Fees	0	0		0	
6120 · Dues & Subscriptions	500	500		500	
6535 · Insurance	4,800	4,800		4,800	
6585 · Telephone	0	0		0	
6140 · Office Supplies & Postage	1,200	1,200		1,200	
6503 · Chemicals	2,000	2,000		2,000	
6500 · Operating Supplies	6,000	6,000		6,000	
6575 · Small Tools	500	250		500	
6145 · Public Notices	200	100		200	
6510 · Critical Spare Parts	5,000	4,500		5,000	

**Avila Beach Community Services District  
Water Budget  
Fiscal Year 2016/17**

	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
<b>Water</b>					
6520 · Equip Repairs & Maint	5,000	8,200		5,000	
6900 · Yard Improvements	500	500	New Solar Panel	500	
6165 · Fuel & Travel	500	500		500	
6590 · Utilities	2,000	1,500		2,000	
6560 · Plan Checks	7,500	1,500		1,000	Reimbursable account
6505 · Contract Labor	70,000	65,000		70,000	Contract Operations COLA
6135 · Legal	2,000	2,000		2,000	for water specific needs
6515 · Engineering	20,000	1,500		20,000	Contract as needed Non-CIP
6543 · Management	0			0	
6102 · Accounting	0			0	
6565 · Regulatory Permit Compliance	10,000	2,500		10,000	Contract as needed
6540 · Lab Tests	2,000	2,000		2,000	
6555 · Permits & Fees	4,000	4,200		4,500	Anticipates slight increase
6541 · Licenses	200	0		200	Roll to 6555
6805 · State Water	125,000	105,000		125,000	includes est. Drought Buffer cost
6802 · Lopez Water	100,000	110,000		100,000	Will take less Lopez Water this year
568 · Water Reserve	0			0	
6545 · Miscellaneous	0			0	
<b>Sub Total Operating Expense</b>	<b>368,950</b>	<b>323,750</b>		<b>362,950</b>	
6104 · Administrative Transfer	94,579	87,684		93,315	35% of Admin Cost
<b>Total Operating Expense</b>	<b>463,529</b>	<b>411,434</b>		<b>456,265</b>	
1600 · Fixed Assets Depreciation	29,680	29,680		29,680	
<b>Net Income/ Expense</b>	<b>13,516</b>	<b>90,886</b>		<b>103,555</b>	

Notes:

**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Street Lighting Fund**

Avila Beach Community Services District  
 Light Budget  
 Fiscal Year 2016/17

Light	5/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
Ordinary Income/Expense					
Income					
4010 · Operating Revenue	0			0	
4070 · Late Charge Penalty	0			0	
4050 · Harbor Charges	1,200	1,200		1,200	
4030 · County Taxes	14,950	15,000		15,500	5% GF Tax
4015 · Capacity Fees Paid	0	0		0	
4600 · Interest Income	0			0	
4080 · Plan Check Income	0			0	
4090 · Rental Income	0			0	
4060 · Installation Fees	0			0	
4020 · Contract Services Ar	0			0	
4089 · Misc Income (Refunds/PWS)	0			0	
Total Income	16,150	16,200		16,700	
Expense					
5200 · Payroll Expenses					
5210 · Gross Wages	0	0		0	
Total 5200 · Payroll Expens	0	0		0	
5230 · Payroll Taxes					
503M · Medicare	0	0		0	
Total 5230 · Payroll Taxes	0	0		0	
5250 · PERS	0			0	
5260 · Work Comp Insuran	0			0	
5242 · Health Insurance	0			0	
6167 · Uniforms	0			0	
6130 · LAFCo Fees	0			0	
6120 · Dues & Subscription	0			0	
6535 · Insurance	0			0	
6585 · Telephone	0			0	
6140 · Office Supplies & Po	0			0	
6503 · Chemicals	0			0	
6550 · Operating Supplies	0			0	
6567 · Repairs	0			0	
6542 · Maintenance	1,000	1,000		0	
6165 · Fuel & Travel	0			0	
6590 · Utilities	12,500	12,500		12,500	



Avila Beach Community Services District  
 Light Budget  
 Fiscal Year 2016/17

Light	5/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
Town Lights					
Front Street	7,200	7,200		7,200	
6505 · Contract Labor	5,300	5,300		5,300	
6135 · Legal	0			0	
6515 · Engineering	0			0	
6543 · Management	0			0	
6102 · Accounting	0			0	
6540 · Lab Tests	0			0	
6555 · Permits & Fees	0			0	
6541 · Licenses	0			0	
6805 · State Water	0			0	
6802 · Lopez Water	0			0	
6545 · Miscellaneous	0			0	
Sub Total Operating Expense	13,500	13,500		12,500	
6104 · Administrative Trans	0	12,526		13,331	5% of Admin Cost
Total Operating Expense	13,500	26,026		25,831	
Net Income/ Expense	2,650	-9,826		-9,131	

**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Solid Waste Fund**

Avila Beach Community Services District  
**Solid Waste Budget**  
 Fiscal Year 2016/17

Ordinary Income/Expense	15/16 Budget	15/16 Projected	15/16 Comments	16/17 Proposed Budget	16/17 Comments
<b>Income</b>					
4010 · Operating Revenue	13,800	15,750		16,000	
4070 · Late Charge Penalty	0			0	Franchise Fee
4050 · Harbor Charges	0			0	
4030 · County Taxes	0			0	
4015 · Capacity Fees Paid	0	0		0	
4600 · Interest Income	0			0	
4080 · Plan Check Income	0			0	
4090 · Rental Income	0			0	
4060 · Installation Fees	0			0	
4020 · Contract Services Ambulance	0			0	
4089 · Misc Income (Refunds/PWS)	0			0	
<b>Total Income</b>	<b>13,800</b>	<b>15,750</b>		<b>16,000</b>	
<b>Expense</b>					
5200 · Payroll Expenses					
5210 · Gross Wages	0			0	
<b>Total 5200 · Payroll Expenses</b>	<b>0</b>			<b>0</b>	
5230 · Payroll Taxes					
503M · Medicare	0			0	
<b>Total 5230 · Payroll Taxes</b>	<b>0</b>			<b>0</b>	
5250 · PERS	0			0	
5260 · Work Comp Insurance	0			0	
5242 · Health Insurance	0			0	
6167 · Uniforms	0			0	
6130 · LAFCo Fees	0			0	
6120 · Dues & Subscriptions	0			0	
6535 · Insurance	0			0	
6585 · Telephone	0			0	
6140 · Office Supplies & Postage	0			0	
6503 · Chemicals	0			0	

**Avila Beach Community Services District  
Solid Waste Budget  
Fiscal Year 2016/17**

	<u>15/16 Budget</u>	<u>15/16 Projected</u>	<u>15/16 Comments</u>	<u>16/17 Proposed Budget</u>	<u>16/17 Comments</u>
Solid Waste					
6550 · Operating Supplies	0			0	
6567 · Repairs	0			0	
6542 · Maintenance	0			0	
6165 · Fuel & Travel	0			0	
6590 · Utilities	0			0	
Town Lights	0			0	
Front Street	0			0	
6505 · Contract Labor	0			0	
6135 · Legal	0			0	
6515 · Engineering	0			0	
6543 · Management	0			0	
6102 · Accounting	0			0	
6540 · Lab Tests	0			0	
6555 · Permits & Fees	0			0	
6541 · Licenses	0			0	
6805 · State Water	0			0	
6802 · Lopez Water	0			0	
6545 · Miscellaneous	0			0	
Sub Total Operating Expense	<u>0</u>	<u>0</u>		<u>0</u>	
6104 · Administrative Transfer	<u>10,387</u>	<u>12,526</u>		<u>13,331</u>	5% of Admin Cost
Total Operating Expense	<u>10,387</u>	<u>12,526</u>		<u>13,331</u>	
Net Income/ Expense	<b>3,413</b>	<b>3,224</b>		<b>2,669</b>	



**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Water and Sewer Rates**

# AVILA BEACH COMMUNITY SERVICES DISTRICT

## ABCSD ADOPTED MONTHLY RATE STRUCTURE EFFECTIVE 7/1/16

CLASS	WATER RATE	SEWER RATE	MINIMUM USE	WATER MINIMUM	SEWER MINIMUM	TOTAL MINIMUM
RESIDENTIAL	\$10.84	\$11.23	5 UNITS	\$54.20	\$56.15	\$110.35
MULTI-FAMILY	\$10.84	\$11.86	5 UNITS	\$54.20	\$59.30	\$113.50
RESTAURANTS	\$10.84	\$16.16	5 UNITS	\$54.20	\$80.80	\$135.00
COMMERCIAL/PUBLIC	\$10.84	\$15.13	5 UNITS	\$54.20	\$75.65	\$129.85
INDUSTRIAL/LAUNDRY	\$10.84	\$17.25	5 UNITS	\$54.20	\$86.25	\$140.45

Adopted Water Rate increase 10%

Adopted Sewer Rate Increase 25%

Sewer service is based upon the amount of water utilized. A minimum monthly bill for 5 units of service is charged for each service connection, even if less water is utilized.

Each unit of water is approximately 748 gallons

Water & Sewer Rates Established by Resolution No. 2014-07

**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Water and Sewer Capacity Fees**

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



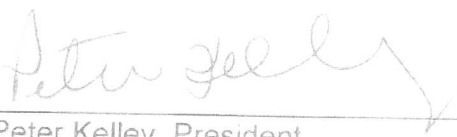
**PASSED AND ADOPTED** by the Board of Directors of the Avila Beach Community Services District this 10th day of December, 2013, on the following roll call vote:

AYES: Rowe, Janowicz, Waldron, Kelley

NOES: None

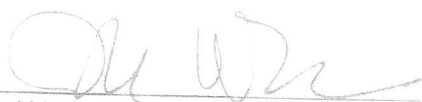
ABSENT: Richards

ABSTAIN: None



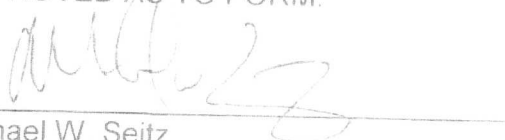
Peter Kelley, President  
Avila Beach Community Services District

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 <sup>1,2</sup>	Equivalence to a 2-Bedroom SFR Unit <sup>3</sup>	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	\$1,651	\$2,063
Drug Store	\$9,561.15	1.33	\$6,884	\$8,602
w/Fountain Service add	\$25,815.10	3.60	\$18,587	\$23,226
if Serving Meals add (per seat)	\$956.11	0.13	\$688	\$860
Laundry				
(per Standard washing machine)	\$19,122.29	2.67	\$13,768	\$17,205
Meat 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 Meicall 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 <sup>1,2</sup>	Equivalence to a 2-Bedroom SFR Unit <sup>3</sup>	Scenario 1 Updated Capacity Fee Based on 2-Bedroom Equivalency	Scenario 2 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	\$33,765	\$44,931
† Serving Meals add (per seat)	\$196.19	0.13	\$1,251	\$1,664
Laundry**				
(per Standard washing machine)	\$3,923.77	2.67	\$21,011	\$28,282
Meat Market**				
(per 1,000 square feet of floor area)	\$196.19	0.13	\$1,251	\$1,664
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)	\$470.49	0.32	\$3,001	\$3,994
Physicians Office**	\$784.75	0.53	\$5,002	\$6,656
(per examining room)				
Restaurant**				
(per seat at 20 gallons per day per seat)	\$78.48	0.05	\$500	\$665
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 Hook-up 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:

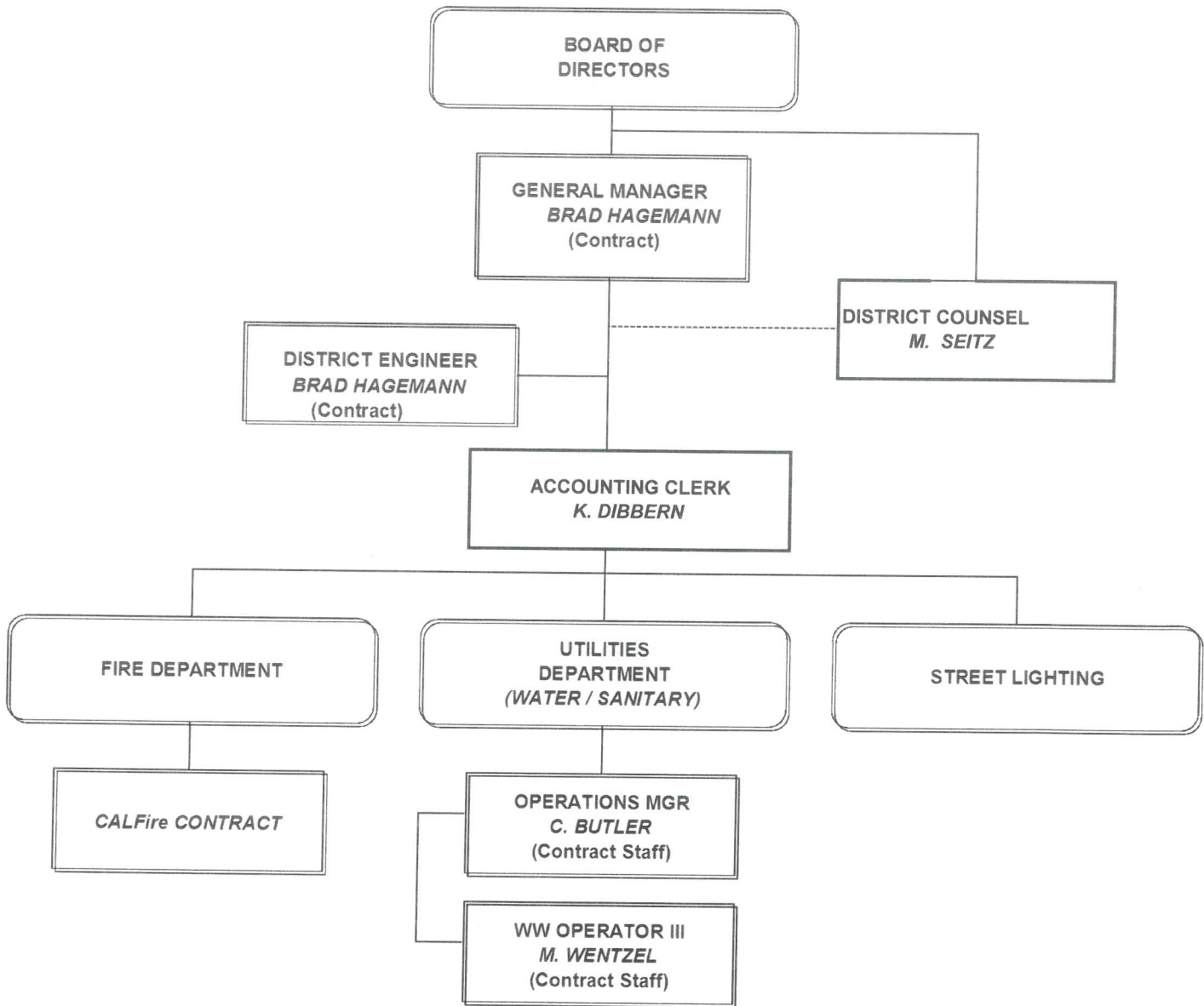
- A. Uses in which a ratio of water used to sewage produced is essentially - 100% water used - 60% sewage produced, based upon \$1,987.54 per acre foot annual water use.
- B. Uses in which a ratio of water used to sewage produced is essentially - 100% water used - 90% sewage produced, based upon \$2,208.36 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  
2016-17 Fiscal Year Budget**

**District Organization Chart**



**AVILA BEACH COMMUNITY SERVICES DISTRICT**  
*Table of Organization*



**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Compensation  
Effective 7/1/16**

**2016/17 Fiscal Year Budget  
Avila Beach Community Services District**

**Proposed Pay Grades and Related Steps  
for Permanent Employees  
To Be Effective 7/1/16**

	<b>GRADE 4 Existing 1.0% *</b>	<b>GRADE 5 Existing 1.0% *</b>	<b>GRADE 7 Existing 1.0% *</b>	<b>GRADE 9 Existing 1.0% *</b>
STEP 1	13.50 13.64	16.14 16.30	19.09 19.28	26.44 26.70
STEP 2	14.18 14.32	17.63 17.81	20.55 20.76	27.90 28.18
STEP 3	14.88 15.03	19.09 19.28	22.01 22.23	29.10 29.39
STEP 4	16.14 16.30	20.55 20.76	23.53 23.77	30.85 31.16
STEP 5	17.63 17.81	22.01 22.23	25.00 25.25	32.39 32.71

**DEPARTMENT**  
Administration  
Operations

Clerk Typist  
Laborer

Accounting Clerk  
Utility Worker I

Admin Secretary  
Utility Worker II

Office Manager  
Chief Plant Operator

**STEP PARAMETERS**

Step 1 is typically the starting wage. Hiring above Step 1 may be approved subject to the Personnel Committee concurrence.  
 Step 2 increase is available with satisfactory six month review, completion of probation period and General Manager's approval.  
 Step 3 is available after 1 year of service at Step 2, satisfactory annual review and General Manager's approval.  
 Step 4 is available after 1 year of service in Step 3, satisfactory annual review and General Manager's approval.  
 Step 5 is available after 1 year of service in Step 4, satisfactory annual review and General Manager's approval.

**COST OF LIVING ADJUSTMENT**

Yearly on July 1, all employees may be given a cost of living adjustment if approved by the Board of Directors. The percent will be applied to all grades and steps equally and the above schedule will be recalculated to reflect such Board action. The applicable percent shall be based on the consumer's price index for inflation released for the previous year by the Federal Government and proposed to the Board by the General Manager along with his recommendation for approval or defer depending on the fiscal impact on the District. This Adjustment is applicable to all employees as a group, but not guaranteed.

**Avila Beach Community Services District  
2016-17 Fiscal Year Budget**

**Capital Equipment/Projects**



2016/17 Fiscal Year Budget  
 Avila Beach Community Services District  
 Preliminary Capital Improvement Program

Item Description	Total 5 Years	2016/17 1	2017/18 2	2018/19 3	2019/20 4	2021/22 5
<b>Administration</b>						
ADM-1 General Administrative Capital Equipment	\$ 15,500	\$ 6,500	\$ 2,500	\$ 1,500	\$ 2,500	\$ 2,500
<b>Subtotal:</b>	<b>\$ 15,500</b>	<b>\$ 6,500</b>	<b>\$ 2,500</b>	<b>\$ 1,500</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>
<b>Water</b>						
W-1 Storage System Improvements - Water Tank #1	\$ 35,000	\$ 35,000				
W-2 Water System Meter/Valve Replacement	\$ 275,000	\$ 75,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
W-3 Misc Water Line Replacements	\$ 125,000	\$ 25,000	\$ 50,000	\$ 50,000		
W-F5 Lopez Booster Pumps	\$ 125,000		\$ 50,000	\$ 75,000		
	\$ 0.00					
	\$ 0.00					
<b>Subtotal:</b>	<b>\$ 560,000</b>	<b>\$ 135,000</b>	<b>\$ 150,000</b>	<b>\$ 175,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
<b>Wastewater</b>						
WW-1 WWTP Upgrade	\$ 1,550,000	\$ 125,000	\$ 100,000	\$ 125,000	\$ 800,000	\$ 400,000
WW-2 Effluent Line Repair	\$ 40,000	\$ 40,000				
WW-3 Chlorination System Improvements	\$ 50,000		\$ 50,000			
WW-4 Wastewater Collection Line Repair	\$ 140,000	\$ 75,000	\$ 25,000	\$ 20,000	\$ 20,000	
WW-5 Influent Wet Well Coating Repairs	\$ 40,000	\$ 40,000				
WW-7 Miscellaneous Wastewater Projects	\$ 225,000	\$ 25,000	\$ 50,000	\$ 50,000	\$ 100,000	
WW-9 Repair to Decking at WWTP	\$ 25,000	\$ 25,000				
WW-F3 First Street Sewer Line Replacement	\$ 200,000					\$ 200,000
WW-F4 Ocean Outfall Inspection and Benthic Monitoring	\$ 100,000			\$ 100,000		
WW-F5 Front Street Sewer Line Replacement	\$ 150,000				\$ 50,000	\$ 100,000
WW-F6 San Miguel Street Sewer Line Replacement	\$ 300,000			\$ 50,000	\$ 200,000	\$ 50,000
<b>Subtotal:</b>	<b>\$ 2,820,000</b>	<b>\$ 330,000</b>	<b>\$ 225,000</b>	<b>\$ 345,000</b>	<b>\$ 1,170,000</b>	<b>\$ 750,000</b>
<b>Street Lighting</b>						
L-1 Repair or Replace Lights and Electrical Systems (As Needed)	\$ 37,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
<b>Subtotal:</b>	<b>\$ 37,500</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>
<b>Total Capital Equipment / Projects by Fiscal year:</b>		<b>\$ 479,000</b>	<b>\$ 385,000</b>	<b>\$ 529,000</b>	<b>\$ 1,230,000</b>	<b>\$ 810,000</b>
<b>Total 5-Year Capital Equipment / Projects</b>	<b>\$ 3,433,000</b>					

**KEY**

ADM# = ADMINISTRATION

W# = WATER

W-F# = FUTURE WATER - NEXT FISCAL YEAR

WW# = WASTEWATER

WW-F# = FUTURE WASTEWATER - NEXT FISCAL YEAR

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)

**AVILA BEACH**  
**COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

**MEMORANDUM**

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: June 14, 2016

SUBJECT: Award Contract for Water Tank Inspection and Cleaning

**Funding:**

The approved FY 2015-16 Capital Improvement Program includes project W-3 Misc. Water System Improvements/Replacement with a budget of \$50,000. To date we have spent \$1,630 on projects supported by this budget.

**Recommendation:**

Authorize staff to retain Advantage Technical Services, Inc. to inspect and clean Tank 1 at a cost not to exceed \$3,359 and inspect and clean Tank 2 at a cost not to exceed \$3,179.

**Discussion:**

The State Division of Drinking Water recommends that water Districts inspect and clear storage tanks at least every five years. The District last inspected the water tanks in 2011, so we are due for an inspection and cleaning. The FY 2015-16 approved Capital Improvement Program budget includes project W-3 Miscellaneous Water System Improvements/Replacement with a budget of \$50,000. Staff requested a proposal from Advantage Technical Services Inc. (ATS) located in San Luis Obispo. ATS specializes in tank inspections and cleaning, quality assurance and construction management and tank coatings. ATS has conducted numerous inspection tasks for the District over the last fifteen years so they know our system and deliver a high quality product.

The scope of this project includes mobilizing a three person team to dive the tanks, inspect and video record the condition of the tanks and vacuum clean the bottom of the tanks. ATS's scope of work, pricing and references are provided as an attachment to this staff report. The cost for ATS to complete this work in 2011 was approximately \$500 more than this year's proposal.

May 9, 2016

Mr. Brad Hagemann, P.E.  
General Manager & District Engineer  
Avila Beach Community Services District  
191 San Miguel St.  
Avila Beach, CA

**Re: Proposal for Dive Inspection of the Avila Beach Community Service District's Water Tanks**

Dear Mr. Hagemann:

Thank you for your request for proposal. We understand that your water storage tanks are critical to the District's fire protection and potable water supply. Advantage Technical Services, Inc. (ATS) takes pride in its ability to provide quality technical and professional services to help you get the most from your water storage facilities.

**Technical Expertise**

Advantage Technical Services, Inc. is the only company that provides dive inspections led by an Engineer who has designed and inspected hundreds of water storage reservoirs. Our team also has other industry standard qualifications such as API 653 Certified Tank Inspector, AWS Certified Welding Inspector and NACE Trained Coatings Inspector in addition to over 25 years tank diving experience.

Our dive team is trained and experienced in AWWA sanitary dive operations. Safety is a top priority and we believe that good safety practices are a key aspect of professionalism in the field. Our dive team consists of a minimum of 3 persons including a back-up diver. Both divers will be equipped with full time communications, redundant air supply and a retrieval system pursuant to OSHA regulations.

**Reporting**

Advantage Technical Services will provide video and report that includes photographs and text which describe the conditions of the reservoirs and appurtenances. This information is useful for planning.

**Procedure**

The ATS dive crew will mobilize, perform a preliminary inspection, safety meeting and a confined space permit will be completed prior to entering the reservoir. The diver(s) and equipment are sanitized just before entering the reservoir.

The project costs are attached. Thank you for the consideration of our firm for this project. Please call if you have any questions.

Sincerely,  
Advantage Technical Services, Inc.



William D. Bellis, P.E.  
Principal

**Pricing**

The pricing below is for inspection and sediment removal of each tank bottom:

<b>Tank</b>	<b>Capacity</b>	<b>Diameter</b>	<b>Inspection and Sediment Removal</b>
Tank 1	0.69MG	70'	\$3,359
Tank 2	0.17MG	35'	\$3,179

These costs reflect the prevailing wage rules that require an 8 hour minimum day for dive crew members.

**Schedule**

Vacuuming and inspection of each tank is expected to be completed within the same day.

**Assumptions**

- Payment of prevailing wages is required.
- ATS, Inc. provides 3 person (minimum) commercial dive team trained and certified for potable water diving as required by OSHA and American Water Works Association with surface supplied air, emergency retrieval system and full time communications to diver.
- ATS, Inc. is a California Licensed General Contractor as required for sediment removal and coating repair. ATS is registered with the California Department of Industrial Relations.
- Crew and equipment rate for extra work is \$375/hr std. time and \$466/hr overtime.
- ATS, Inc. provides Professional and General Liability Insurance (levels appropriate for typical owner requirements).
- Pre and post dive water testing will be completed by others.
- The 4x4 crew cab equipment truck will have access to within 20' of each exterior ladder.
- Water clarity will allow visibility from top to bottom.
- Evaluation of public or private water tank structures may require application of engineering sciences and therefore may be required to be conducted under the auspices of an Engineer.
- The maximum sediment depth is less than 1".
- The owner will provide a location on-site water/sediment disposal within 100' of each tank.
- ATS is qualified to provide storm water pollution prevention design but this type of service is not included in this proposal.
- A very small amount low density sediments will be stirred during the work and will settle and remain after vacuuming.
- No internal baffles are present in the tank(s).



**SAMPLE OF SPECIFIC PROJECTS AND EXPERIENCE**

Cambria Community Services District, Consulting engineer for the development of plans and specifications for the Fiscalini 0.32 MG Water Tank Replacement Project

Los Osos Community Services District, Project engineering from specification development to bid administration, construction management and quality assurance services for repairs of 16<sup>th</sup> St. Water Storage Tanks

City of Pismo Beach, Consulting engineer for development of plans and specifications for a 1 MG welded steel water storage tank

Santa Barbara County, Laguna County Waste Water District, Consulting engineering for development of specifications, quality assurance and construction management for rehabilitation of two Zenogem treatment tanks

Paso Robles City, Engineering consulting, construction management and quality assurance for the Golden Hill Tank No. 1 and Merryhill Tank Rehabilitation Project including seismic upgrades, repair of lead based paint and internal coatings.

San Luis Obispo City, Consulting engineering, construction management and quality assurance services for the Water Tank Maintenance Project 2014

San Luis Obispo City, Engineering, construction management and quality assurance services for the Stenner Canyon Raw Water Pipeline Maintenance Coating Project including top coating of an existing lead based coating system.

San Miguel Community Services District/Wallace Group, Quality assurance for coatings and welding for the construction of a new 0.6 MG Water Storage Reservoir

Santa Barbara County, Laguna County Waste Water Plant Reclaimed Water Storage Tank, Quality assurance for coatings, welding and warranty dive inspection of two new 1 MG Water Storage Tanks

Los Osos Community Services District, Project engineering, construction management and quality assurance services for the 10<sup>th</sup> St. Water Storage Tank bottom replacement and rehabilitation

Golden State Water Company, Quality assurance for coatings and welding of a new 1.5 MG Orcutt Hill Water Storage Tank

City of Morro Bay, Diving services for emergency in-service repair of leaking potable water storage tank

Cambria Community Services District, Quality assurance services (coating and welding) and warranty diving inspection for the construction of two new 0.5 MG Pine Knolls welded steel water storage reservoirs

The City of San Luis Obispo, New 0.75 MG Bishop St. Tank quality assurance services (coating and welding) and warranty diving inspection for tank construction

The City of San Luis Obispo/Black and Veatch, Quality assurance services (coating and welding) and warranty diving inspections for the construction of the new 3 MG and 2 MG Clearwells

Avila Beach CSD/Wallace Group, Engineering consulting, quality assurance services (coating and welding inspection) and warranty diving inspection for the new 0.75 MG storage reservoir

City of Paso Robles, construction management and quality assurance services for the Sodium Hypochlorite Building Project which included tanks, secondary containment, peristaltic pumps, and automated injection systems

City of San Luis Obispo, Consulting engineering for development of technical specification, construction management and quality assurance for the Maintenance Coating of Final Clarifier #4

Boeing, Development of testing procedures and on-going non-destructive testing services for lifting apparatus used for lifting rockets and associated hardware for the ground missile defense system.

**ADVANTAGE TECHNICAL SERVICES, INC.**  
SPECIALTY ENGINEERING AND INSPECTION COMPANY

Los Osos Community Services District, specification development, management and construction quality control for two new wash water tanks

San Simeon Community Services District, Pipe bridge corrosion and coating evaluation, development of technical specification and construction management

Pleasant Valley State Prison, Diving inspections, leak detection and consulting engineering for two, one million gallon water storage tanks

City of San Luis Obispo, Development of technical specification and quality assurance services for recoating of the DAFT

Los Osos Community Services District, engineering evaluation of earthquake damage to steel water storage reservoirs diving inspections, non-destructive testing, structural evaluation, FEMA repair / replacement estimating and construction inspection

City of San Luis Obispo, Consulting engineering for development of technical specification and quality assurance services for recoating of Digester #2

Boyle Engineering, City of Pismo Beach Pipe Bridges. Sub-consultant for evaluation of coatings and structural damage due to corrosion, assist with technical specification development and provide construction quality assurance.

City of San Luis Obispo, Coon Creek Fish Passage Project with fish weirs and concrete bridge Resident Engineer / Site Representative

Templeton Community Services District, earthquake damage replacement steel water storage reservoirs shop and field coating inspection services

Martin Resorts / Fred Schott & Associates Structural Engineers, Shore Cliff Lodge Bluff Stabilization Project, structural steel inspection and non-destructive testing

BP Alliance Alaska, North Star Offshore and Onshore Gas and Oil Pipelines, Construction Project Manager and consultant for the development of engineering specifications, quality plan and safety program for the first Alaskan Arctic pipeline constructed on floating arctic ocean sea ice (\$42 million project with 32 miles of cross country and offshore pipe)

Design and construction of FAIL-GARD™ tank vent system for retrofitting corroded water tank vents

Badami Pipelines Development Project, British Petroleum Alliance Alaska, pipeline project management, quality management and welding engineering consulting for the largest winter river crossings dug in the Alaskan Arctic

Port San Luis Harbor District Water Storage Tank Rehabilitation, Coating inspection and engineering consulting for tank upgrade

South San Luis Obispo Sanitation District, coating consulting and coating inspection for the re-coating of a digester tank roof

Sonoma County Water Agency, Cotati 18 Million Gallon Reservoir, Project Engineer / Nondestructive Testing Manager

Exxon / ARB, Pipeline construction consulting for conceptual engineering of Sakhalin Islands Russian Arctic Pipelines, provide executive review of construction plans and estimates

Los Osos Community Services District / John Wallace and Associates Civil Engineers, engineering consulting and inspection for replacement and repair of fixed ladders, platforms and cages on 3 water storage reservoirs

City of Brea, Project engineering for the construction of a new 15 Million Gallon Reservoir and piping

San Luis Obispo County, Lopez Lake Water Treatment Plant upgrade, quality assurance services for tank coating.

Greka Energy, Evaluation of storage tanks pursuant to API 653 and API 650 including ultrasonic measurement of shell thickness, visual inspection and structural evaluations (over 55 tanks completed).