

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 9th, 2015

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
 - Steve Waldron, Vice President
 - Lynn Helenius, Director
 - John Janowicz, Director
 - Shanna Richards, Director
3. **PUBLIC COMMENT; 7:00 P.M.**

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 Regular Meeting May 12th, Minutes
 - B. Monthly Financial Review
 - C. General Manager and District Engineer Report
 - D. Water and Wastewater Superintendent Report

- E. Sub- Committee Reports
- F. Capital Projects Status 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. Resolution 2015- 06 San Luis Obispo Regional Hazardous Materials Cooperative Agreement
(Action Required: Consider Resolution)
- B. Intent to Serve: Colony Estates, Lots 8, 9, 10, 12, 13
(Action Required: Consider Intent to Serve)
- C. Resolution 2015-07 Weed Abatement
(Action Required: Consider Resolution)
- D. LAIF and Bank of America Authorized Signature Information
(Action Required: Consider Update)
- E. Presentation of FY 2015/16 Preliminary Budget
(Receive Report; Provide Direction to Staff)

8. PUBLIC COMMENT ON CLOSED SESSION ITEMS

- 9. A. Anticipated Litigation,
Significant exposure to litigation pursuant to Government Code §54956.9(b) 2 cases, Facts and circumstances unknown to opposing party.

ADJOURN TO CLOSED SESSION

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

11. COMMUNICATIONS/ CORESPONDENCE

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

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 12th, 2015**

1. CALL TO ORDER

The Board of Directors of the Avila Beach Community Services District, meeting in Regular Session at 7:00 p.m. on the above date, in the Central Coast Aquarium Meeting Room, was called to order by Vice President, Steve Waldron.

2. ROLL CALL

Board Members Present: John Janowicz
 Lynn Helenius
 Steve Waldron

Board Members Absent: Pete Kelley
 Shanna Richards

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

3. PUBLIC COMMENTS

None

4. INFORMATION AND DISCUSSION ITEMS

A. County Reports

1. SLO Sheriff:

Commander Jim Taylor reported 66 calls for service this month in Avila Beach. There were 13 traffic stops, 2 thefts, and 6 burglaries breaking into parked cars. Commander Taylor reminded everyone to check the numbers on your house to make sure they are visible.

2. CAL Fire Report:

Battalion Chief Paul Lee from CALFire reported 50 calls for service this month. CALFire will be participating in the AMGEN Tour on Wednesday, May 13th. They will be present both in Avila Beach and the Pismo areas.

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

John Wallace and Brad Hagemann attended the May 7 Zone 3 Technical Advisory Committee meeting. John, Brad and Director Helenius also held Drought Sub-Committee meeting on April 30th, at 1:30pm in the District Office. The committee members discussed the potential impact of the Governor's April 5th, 2015 drought declaration and associated implementation actions by the State Water Resources Control Board.

Legal Counsel Mike Seitz stated that the Water Board contacted his office regarding the potential implementation of an across the state 25% percent reduction in water use. Mike also stated that he had received information that the State Water Board was planning a Webinar on May 13th, 2015 that would further discuss the implementation details of the Governors declaration.

5. CONSENT ITEMS

Vice President Waldron introduced the consent items and inquired if any member of the Board or public, wished to address any items. **It was moved by Director Janowicz, seconded by Director Waldron and passed unanimously to approve the consent items as submitted.**

- A. Approval of the Minutes for the following meetings: April 12th, 2015 Regular Meeting
- B. Monthly Financial Review
- C. General Manager Report
- D. District Engineer Report
- E. Water & Wastewater Superintendent Report
- F. Subcommittee Reports
- G. Capital Projects Status Report

6. DISCUSSION OF PULLED CONSENT ITEMS.

No items were pulled for discussion.

7. **BUSINESS ITEMS**

Vice President Waldron proposed that Items 7B, Resolution No. 2015-04: Acknowledging Public Works Week, and 7H, Intent to Serve: Colony Estates Lots 8, 9, 10, 12 & 13 be deferred from the Board's Agenda and brought back to the Board of Directors at the June 9th, 2015 Regular Board Meeting. The Colony Estates project applicant was in the audience and agreed to defer item 7H until the June 9th meeting.

In addition, Vice President Waldron proposed that the scheduled Closed Session also be deferred until the June 9th regularly scheduled meeting. Directors Helenius and Janowicz concurred. Vice President Waldron took the remaining action items out of order for the convenience of the Board and the public.

E. **Intent to Serve, Avila Schoolhouse 190 San Antonia Street.**

Mike Hodge, from Shear Edge Development and Top of the Hill was present at the meeting. He asked that the Board approve the Preliminary Will Serve Request. There was no public comment.

It was moved by Director Janowicz, and seconded by Director Waldron and passed unanimously to approve a "Preliminary Will Serve" for the Avila Schoolhouse at 190 San Antonia Street.

F. **Intent to Serve: 356 First Street Parcel Number Co. 15-005.**

Mike Hodge, from Shear Edge Development and Top of the Hill was present at the meeting. He asked that the Board approve the Preliminary Will Serve Request. There was no public comment.

It was moved by Director Janowicz, and seconded by Director Helenius and passed unanimously to approve a "Preliminary Will Serve" request for 356 First Street.

G. **Intent to Serve: APN: 076-218-013**

The project applicants, Mr. and Mrs. Portwood were in attendance at the meeting. Mr. Portwood requested that the Board approve the Preliminary Will Serve and take action at this meeting due to the fact that escrow was scheduled to close within the next few days. Legal Counsel advised the Board that Vice President Waldron lives within 1000 feet of this property which is a potential conflict of interest. However, the Board made a determination that there was an immediate need to act upon the request that the conflicted Board Member (Waldron on one and Janowicz on the other) that each was allowed to act pursuant to the case: Kunek v. Brea Redevelopment Agency 55 Cal 3rd. 511 (1997). Based on this determination, legal Counsel advised that Vice President Waldron does not have to recuse himself from this item.

It was moved by Director Janowicz, and seconded by Director Helenius and passed unanimously to approve a “Preliminary Will Serve” request for APN: 076-218-013.

C. Weed Abatement Resolution

General Manager Hagemann briefly introduced this item as a routine annual resolution to allow the District and Cal Fire to facilitate any needed weed abatement activities in the event the property owner does not abate the weeds after being duly notified.

It was moved by Director Janowicz, and seconded by Director Helenius to adopt Resolution 2015-05 for Weed Abatement.

**AYES: John Janowicz
 Lynn Helenius
 Steve Waldron**

NOES: NONE

**ABSENT: Shanna Richards
 Pete Kelley**

D. Status of Drought and Update of Governor’s Declaration

General Manager Hagemann summarized the drought status and associated activities. Hagemann summarized the County Public Works Department’s May 6, 2015 wherein the County was requesting the District’s consent for a one-time extension regarding the State Water Supply Agreements.

It was moved by Director Waldron, and seconded by Director Janowicz and passed unanimously to approve Sign the Consent Document and return it to the County Public Works Department.

- A. Resolution 2015-03 Honoring John Wallace as District Engineer**
Vice President Waldron read Resolution No. 2015-03 aloud for the audience commending John Wallace for his many years of dedicated engineering service to the Avila Beach Community Services District. Mr. Chris Helenius, Mr. Kurt Grife, Ms. Kathryn Richardson, as well as, many others provided testimonials honoring John Wallace for his years of dedication and engineering service to the District.

It was moved by Director Janowicz, and seconded by Director Helenius to adopt Resolution 2015-03.

**AYES: John Janowicz
Lynn Helenius
Steve Waldron**

NOES: NONE

**ABSENT: Shanna Richards
Pete Kelley**

- 9. COMMUNICATATIONS:**
None.

- 10. ADJOURNMENT: The meeting was adjourned at 8:20p.m.**

The next regular meeting of the Avila Beach Community Services District is scheduled for June 9th, 2015 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,

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 9, 2015

SUBJECT: Monthly Financial Review, Summary of Contract Expenditures for May 2015

Recommendation:

Receive and file report.

Overall Monthly Summary

During May the District made deposits in the amount of \$ 128,546 and experienced \$73,569 in expenses (cash basis). Income in May included \$60,656 in County tax income and \$63,915 in monthly water and sewer fees, which were within typical levels. Monthly expenses are also within the anticipated range.

Detailed financial reports including a Balance Sheet, Deposits by Fund, Checks by Fund and Combined Profit and Loss Budget vs. Actual are provided for your information. I will continue to work our auditor to clear up journal entries and improve our overall accounting system.

Utility Service Billing

For the month of May the District billed approximately \$ 63,687 in water and sewer service charges. Customer Rate Assistance amounted in a reduction of billing charges to the District in the amount of \$365.42. Consistent with previous months, delinquent accounts with payments past due of 60 days or more remain very low.

Avila Beach Community Services District
Balance Sheet
 As of May 31, 2015

	May 31, 15
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash Summary	
1001 · B of A - General Checking	449,374.79
1005 · B of A - Payroll	38,432.43
1007 · B of A - Water Deposits	6,020.00
1008 · LAIF	2,210,260.86
1010 · Petty Cash	80.00
Total 1000 · Cash Summary	2,704,168.08
Total Checking/Savings	2,704,168.08
Accounts Receivable	
1200 · *Accounts Receivable	11,898.26
Total Accounts Receivable	11,898.26
Other Current Assets	
1100 · Receivables	
1110 · Water & Sewer Billings	-32,954.54
Total 1100 · Receivables	-32,954.54
1250 · Prepaid Summary	
1252 · Prepaid State Water	235.37
1251 · Prepaid Insurance	3,602.25
Total 1250 · Prepaid Summary	3,837.62
Total Other Current Assets	-29,116.92
Total Current Assets	2,686,949.42
Fixed Assets	
1600 · Fixed Assets Summary	
1601 · Fixed Asset -Office & Admin.	
1601c · Office Furniture cost	12,759.79
1601d · Office Furniture Accum Dep.	-8,094.08
Total 1601 · Fixed Asset -Office & Admin.	4,665.71
1602 · Fixed Assets - Sanitary	
1612 · Land	
1612.01 · Land - GFAAG	20.00
1612 · Land - Other	60,294.10
Total 1612 · Land	60,314.10
1622 · Collection Assets	
1622C · Collection Assets Cost	933,045.33
1622D · Collect Assets Accum Depr	-281,967.93
Total 1622 · Collection Assets	651,077.40
1632 · Disposal Equipment	
1632C · Disposal Equip Cost	523,122.64
1632D · Disposal Equip Accum Depr	-147,818.68
Total 1632 · Disposal Equipment	375,303.96
1642 · Other Equipment	
1642C · Other Equipment Cost	922.93
1642D · Other Equip Accum Depr	-923.00
Total 1642 · Other Equipment	-0.07
1652 · Construction In Progress Plant	
1652C · Treatment Plant Cost	1,868,782.91
1652D · Treatment Plant Accum Dep	-839,387.72
1652 · Construction In Progress Plant - Other	36,084.24
Total 1652 · Construction In Progress Plant	1,065,479.43

Avila Beach Community Services District

Balance Sheet

As of May 31, 2015

	May 31, 15
1662 · Treatment Equipment	
1662C · Treatment Equip Cost	1,017,143.01
1662D · Treatment Equip Accum Depr	-444,151.88
1662 · Treatment Equipment - Other	205,485.61
Total 1662 · Treatment Equipment	778,476.74
Total 1602 · Fixed Assets - Sanitary	2,930,651.56
1603 · Fixed Assets - Water	
1613 · Equipment	
1613C · Equipment Cost	21,136.28
1613D · Equipment Accum Depr	-21,136.28
Total 1613 · Equipment	0.00
1623 · Distribution Assets	
1623C · Distribution Assets Cost	1,109,466.25
1623D · Dist Assets Accum Depr	-508,510.58
Total 1623 · Distribution Assets	600,955.67
1643 · Other Equipment	
1643C · Other Equipment Cost	1,366.07
1643D · Other Equipment Accum Depr	-1,366.07
Total 1643 · Other Equipment	0.00
Total 1603 · Fixed Assets - Water	600,955.67
1604 · Structures	
1614 · Structures GFAAG	29,810.00
1614D · Gen / Fire Accum Dep	-29,810.00
Total 1604 · Structures	0.00
Total 1600 · Fixed Assets Summary	3,536,272.94
Total Fixed Assets	3,536,272.94
Other Assets	
199 · Due To / Due From General	-146,169.63
Total Other Assets	-146,169.63
TOTAL ASSETS	6,077,052.73
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 · Payroll Liabilities	
2108 · PERS Liability	384.04
Total 2100 · Payroll Liabilities	384.04
2300 · Deposits Held	
2303 · Water Deposits Held	6,020.00
2304 · Fire Station Deposit	2,000.00
2305 · Will Serve Deposits Held	93,591.33
Total 2300 · Deposits Held	101,611.33
Total Other Current Liabilities	101,995.37
Total Current Liabilities	101,995.37
Total Liabilities	101,995.37
Equity	
3900 · Retained Earnings	6,075,188.26
Net Income	-100,130.90
Total Equity	5,975,057.36
TOTAL LIABILITIES & EQUITY	6,077,052.73

Avila Beach Community Services District
Deposits by Fund
May 2015

Type	Date	Memo	Split	Amount	Balance
General					
Deposit	05/08/2015	County Tax	1001 - B of A - General Checki...	-8,374.41	-8,374.41
Deposit	05/08/2015	County Taxes	1001 - B of A - General Checki...	-39,552.40	-47,926.81
Deposit	05/08/2015	May Rent	1001 - B of A - General Checki...	-2,956.00	-50,882.81
Deposit	05/12/2015	Deposit	1001 - B of A - General Checki...	-1,494.87	-52,377.68
Total General				-52,377.68	-52,377.68
Sanitary					
Deposit	05/08/2015	County Tax	1001 - B of A - General Checki...	-8,184.75	-8,184.75
Deposit	05/08/2015	County Taxes	1001 - B of A - General Checki...	-1,520.89	-9,705.64
Deposit	05/08/2015	Sani Rec May	1001 - B of A - General Checki...	-3,609.86	-13,315.50
Deposit	05/12/2015	Deposit	1001 - B of A - General Checki...	-1,528.87	-14,844.37
Deposit	05/12/2015	Sewer Rec May	1001 - B of A - General Checki...	-6,479.22	-21,323.59
Deposit	05/12/2015	Water Rec May	1001 - B of A - General Checki...	-7,225.20	-28,548.79
Deposit	05/22/2015	Sani Rec May	1001 - B of A - General Checki...	-4,303.34	-32,852.13
Deposit	05/27/2015	Sani Rec May	1001 - B of A - General Checki...	-7,450.47	-40,302.60
Total Sanitary				-40,302.60	-40,302.60
Solid Waste					
Deposit	05/27/2015	Solid Waste Franchise ...	1001 - B of A - General Checki...	-1,019.54	-1,019.54
Total Solid Waste				-1,019.54	-1,019.54
Water					
Deposit	05/08/2015	Water Rec May	1001 - B of A - General Checki...	-3,515.72	-3,515.72
Deposit	05/12/2015	Water Rec May	1001 - B of A - General Checki...	-5,336.33	-8,852.05
Deposit	05/12/2015	Water Rec May	1001 - B of A - General Checki...	-8,611.36	-17,463.41
Deposit	05/22/2015	Water Rec May	1001 - B of A - General Checki...	-8,348.16	-25,811.57
Deposit	05/27/2015	Water Rec May	1001 - B of A - General Checki...	-9,035.05	-34,846.62
Total Water				-34,846.62	-34,846.62
TOTAL				-128,546.44	-128,546.44

Avila Beach Community Services District Checks by Fund May 2015

Type	Date	Num	Name	Amount	Balance
Administrative					
Check	05/01/2015	15652	Hagemann & Associates	5,500.00	5,500.00
Check	05/01/2015	15653	Avila Beach Civic Association	741.03	6,241.03
Check	05/01/2015	15653	Avila Beach Civic Association		6,241.03
Check	05/01/2015	15654	Wallace Group	2,013.00	8,254.03
Check	05/01/2015	15654	Wallace Group		8,254.03
Check	05/21/2015	15656	AT&T	282.49	8,536.52
Check	05/21/2015	15658	Cal Tec	125.00	8,661.52
Check	05/21/2015	15659	Hagemann & Associates	5,500.00	14,161.52
Check	05/21/2015	15662	Shipsey & Seitz	615.00	14,776.52
Check	05/21/2015	15662	Shipsey & Seitz	4,435.00	19,211.52
Total Administrative				19,211.52	19,211.52
Lights					
Check	05/21/2015	15665	PG&E	352.17	352.17
Check	05/21/2015	15665	PG&E		352.17
Check	05/21/2015	15665	PG&E		352.17
Total lights				352.17	352.17
Sanitary					
Check	05/01/2015	15651	Fluid Resource Management	10,962.00	10,962.00
Check	05/01/2015	15651	Fluid Resource Management	421.87	11,383.87
Check	05/01/2015	15651	Fluid Resource Management	971.50	12,355.37
Check	05/01/2015	15651	Fluid Resource Management	391.50	12,746.87
Check	05/01/2015	15651	Fluid Resource Management	9,706.18	22,453.05
Check	05/01/2015	15651	Fluid Resource Management	2,169.00	24,622.05
Check	05/01/2015	15654	Wallace Group	3,141.00	27,763.05
Check	05/01/2015	15654	Wallace Group	1,777.08	29,540.13
Check	05/01/2015	15654	Wallace Group		29,540.13
Check	05/01/2015	15654	Wallace Group	1,294.50	30,834.63
Check	05/01/2015	15654	Wallace Group		30,834.63
Check	05/01/2015	15654	Wallace Group		30,834.63
Check	05/01/2015	15654	Wallace Group	3,673.00	34,507.63
Check	05/21/2015	15655	Avila Beach CSD	55.20	34,562.83
Check	05/21/2015	15655	Avila Beach CSD	11.04	34,573.87
Check	05/21/2015	15656	AT&T	338.75	34,912.62
Check	05/21/2015	15657	Brenntag Pacific, Inc.	3,577.16	38,489.78
Check	05/21/2015	15660	Ferguson Enterprises	730.41	39,220.19
Check	05/21/2015	15661	Speed's	1,193.00	40,413.19
Check	05/21/2015	15662	Shipsey & Seitz		40,413.19
Check	05/21/2015	15662	Shipsey & Seitz	1,584.00	41,997.19
Check	05/21/2015	15663	South County Sanitary Service	52.70	42,049.89
Check	05/21/2015	15665	PG&E	1,240.78	43,290.67
Check	05/21/2015	15665	PG&E		43,290.67
Check	05/21/2015	15672	Abalone Coast Analytical, Inc.	4,100.00	47,390.67
Total Sanitary				47,390.67	47,390.67
Water					
Check	05/01/2015	15651	Fluid Resource Management	5,288.00	5,288.00
Check	05/01/2015	15651	Fluid Resource Management	622.68	5,910.68
Check	05/21/2015	15655	Avila Beach CSD	44.75	5,955.43
Check	05/21/2015	15655	Avila Beach CSD	8.95	5,964.38
Check	05/21/2015	15664	USA Bluebook	588.30	6,552.68
Check	05/21/2015	15665	PG&E	61.81	6,614.49
Total Water				6,614.49	6,614.49
TOTAL				73,568.85	73,568.85

**Avila Beach Community Services District
Combined Profit & Loss Budget vs. Actual
July 2014 through May 2015**

1:27 PM
06/03/15
Accrual Basis

	Jul '14 - May 15	Budget	\$ Over Budget	% of Budget
Total 5520 - Equipment Repair & Maint.	47,163.14	18,000.00	29,163.14	262.0%
5525 - Fat Oil & Grease (FOG)	943.35	3,000.00	-2,056.65	31.4%
5530 - Generator Maintenance	1,733.01	2,500.00	-766.99	69.3%
5535 - Insurance	10,807.29	14,409.00	-3,601.71	75.0%
5540 - Lab Tests	29,267.80	52,000.00	-22,732.20	56.3%
5542 - Management Expense	3,074.50			
5545 - Miscellaneous	52.80			
5550 - Operating Supplies	9,597.12	8,600.00	997.12	111.6%
5555 - Permits & Fees	11,264.76	11,316.00	-51.24	99.5%
5560 - Plan Checks	1,714.50	8,500.00	-6,785.50	20.2%
5565 - Regulatory Compliance	19,171.18	70,000.00	-50,828.82	27.4%
5570 - Safety Gear	635.36	500.00	135.36	127.1%
5575 - Small Tools	0.00	1,000.00	-1,000.00	0.0%
5580 - Solids Handling	20,194.47	40,000.00	-19,805.53	50.5%
5585 - Telephone	5,741.27	5,400.00	341.27	106.3%
5590 - Utilities	28,730.38	40,100.00	-11,369.62	71.6%
Total 5500 - Operating Expenses	680,754.34	783,312.00	-102,557.66	86.9%
5600 - Water				
5602 - Lopez	94,645.86	125,000.00	-30,354.14	75.7%
5605 - State Water	104,915.92	99,000.00	5,915.92	106.0%
Total 5600 - Water	199,561.78	224,000.00	-24,438.22	89.1%
539 - Yard Improvements				
539.1 - Solids Handling	0.00	0.00	0.00	0.0%
539 - Yard Improvements - Other	0.00	2,000.00	-2,000.00	0.0%
Total 539 - Yard Improvements	0.00	2,000.00	-2,000.00	0.0%
547 - Weed Abatement				
563 - Licenses				
Total Expense	1,207,420.51	1,225,127.00	-17,706.49	98.6%
Net Ordinary Income	-55,594.15	122,635.00	-178,229.15	-45.3%
Other Income/Expense				
6000 - Contributions				
6010 - Assessments	25,821.80	75.00	-75.00	0.0%
6030 - Harbor Capital Contribution	22,163.00	3,700.00	-3,700.00	0.0%
Total 6000 - Contributions	47,984.80	1,225,127.00	-17,706.49	98.6%
Total Other Income	47,984.80			
Other Expense				
7000 - Capital Purchases in Progress				
7001 - Point Avila Expenses	1,800.00			
7005 - WWTP Upgrade	7,155.00			
Total 7000 - Capital Purchases in Progress	8,955.00			
577 - Capital Purchase	83,613.80			
9999 - Suspense	-47.25			
Total Other Expense	92,521.55			
Net Other Income	-44,536.75			
Net Income	-100,130.90	122,635.00	-222,765.90	-81.6%

Avila Beach Community Services District Combined Profit & Loss Budget vs. Actual July 2014 through May 2015


	Jul '14 - May 15	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 - Income Summary				
4003 - Operating Revenue	567,016.15	762,388.00	-195,371.85	74.4%
4005 - Penalties & Late Charges	100.00	2,000.00	-1,900.00	5.0%
4007 - Harbor Charges	56,745.06	41,200.00	15,545.06	137.7%
4009 - County Taxes	486,858.41	503,811.00	-16,952.59	96.6%
4029 - Interest Income	2,760.38	3,000.00	-239.62	92.0%
4039 - Plan Check Revenue	0.00	500.00	-500.00	0.0%
4059 - Rental Income	31,670.00	31,663.00	7.00	100.0%
4069 - Installation Fees	1,750.00			
4079 - Contract Services-Ambulance	3,436.33	2,700.00	736.33	127.3%
4089 - Misc Income	1,490.03	500.00	990.03	298.0%
Total 4000 - Income Summary	1,151,826.36	1,347,762.00	-195,935.64	85.5%
Total Income	1,151,826.36	1,347,762.00	-195,935.64	85.5%
Gross Profit	1,151,826.36	1,347,762.00	-195,935.64	85.5%
Expense				
5001 - Payroll Expenses				
554 - Management	14,327.63	10,000.00	4,327.63	143.3%
5010 - Gross Wages	84,843.01			
5030 - Payroll Taxes	2,847.24	1,552.00	1,295.24	183.5%
5040 - PERS Expense	12,696.50	22,561.00	-9,864.50	56.3%
5050 - Work Comp Insurance	1,114.88	2,367.00	-1,252.12	47.1%
5060 - Payroll Administration & Misc.	169.73			
5070 - Health & Medical Exp.				
5071 - Health Insurance	7,660.00	11,568.00	-3,908.00	66.2%
Total 5070 - Health & Medical Exp.	7,660.00	11,568.00	-3,908.00	66.2%
5001 - Payroll Expenses - Other	0.00	97,000.00	-97,000.00	0.0%
Total 5001 - Payroll Expenses	123,658.99	145,048.00	-21,389.01	85.3%
5100 - Administrative Overheads				
5101 - Accounting	6,200.00	6,500.00	-300.00	95.4%
5105 - Administrative Transfer	138,166.95	0.00	138,166.95	100.0%
5110 - Bad Checks & Uncollectibles	0.00			
5115 - Bank Service Charges	401.18	4,000.00	-3,598.82	102.4%
5120 - Dues & Subscriptions	4,097.94	0.00	4,097.94	0.0%
5125 - Depreciation	0.00	0.00		
5130 - LAFco Fees	4,092.16	4,289.00	-196.84	95.4%
5135 - Legal	32,136.20	29,000.00	3,136.20	110.8%
5140 - Office Supplies & Postage	6,279.82	6,700.00	-420.18	93.7%
5145 - Public Notices	737.42	1,300.00	-562.58	56.7%
5150 - Rate Assistance	2,974.80	9,003.00	-6,028.20	89.5%
5155 - Rent	8,058.93	3,000.00	5,058.93	10.0%
5160 - Training	300.00	3,200.00	-2,900.00	0.0%
5165 - Travel	0.00			
Total 5100 - Administrative Overheads	203,445.40	66,992.00	136,453.40	303.7%
5500 - Operating Expenses				
5501 - Chemicals	42,545.02	44,000.00	-1,454.98	96.7%
5505 - Contract Labor	355,260.10	378,987.00	-23,726.90	93.7%
5510 - Critical Spare Parts	21,170.92	20,000.00	1,170.92	105.9%
5515 - Engineering	71,687.37	65,000.00	6,687.37	110.3%
5520 - Equipment Repair & Maint.				
5520A - Equip. Rep. & Maint-Avila & HD	45,336.96	18,000.00	27,336.96	251.9%
5520AO - Equip. Rep. & Maint. Avila Only	1,826.18			

**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 9, 2015

SUBJECT: General Manager/District Engineer Report

Contract Update with Port San Luis Harbor District

Staff continues to work with Port staff and management. We were optimistic that the Port Board would consider the Agreement at their May 26, 2015 meeting. Unfortunately, they were not able to make that meeting and we understand that their Property Committee will consider the Agreement at their June 11, meeting and then the full Commission will consider at their June 23, 2015, regular meeting. If approved the District Commission, I will have the Agreement on the District's July 14, 2015 meeting agenda.

Water System Consumer Confidence Report

FRM has prepared the District's 2014 water system Consumer Confidence Report. The annual report is required to be prepared and made available to all of our water customers. The report provides our water customers with a summary of water quality results for constituents specified by the Division of Drinking Water and general information about the District's water system. The Consumer Confidence Report was sent to our water customers in the June 2, 2015 billing mailer. Staff will be available to answer any questions regarding the sources and quality of water delivered through the District's system.

Water and Sewer Rate Increase

In accordance with the District's approved rate program, water and sewer rates will be increasing effective July 1, 2015 and will be reflected in the August 1, billing mailer. Staff included a notice in the June 2, billing mailer advising customers of the new rates and the effective date. The minimum charges for residential units will be \$49.25 for water and \$44.90 for sewer. The minimum water charge includes 5 "units" which equates to 3,740 gallons. Any additional units are charged at \$9.85 per unit commodity fee.

Special District Risk Management Authority (SDRMA)

Staff is pleased to advise the Board that the SDRMA Board took action to keep Property/Liability Program insurance rates flat for FY 2015/16. This is the sixth year in a row with no rate increases. In addition, while investigating the SDRMA invoice and coverages staff discovered that the District invoice included coverage for a fire truck the District no longer owns and Worker's Compensation Coverage for the previous General Manager position. Since the GM position was filled with a professional services contract, that coverage is no longer needed. SDRMA staff will be issuing a revised invoice that will reflect an approximately \$3,000 savings from the original \$15,515 invoices. Staff recommends that the District maintain their current limits of liability at \$5,000,000.

Paper File Consolidation and Management

As I mentioned in last month's General Manager's report, one of my highest priorities is to increase the productivity of our administrative responsibilities. In addition to upgrading and better securing our electronic files I am also organizing and consolidating the paper files. To cost-effectively accomplishing this task I would like to hire a part-time summer student intern to assist Kristi and I with the mundane tasks of preparing file folders, labels etc. and boxing for storage, shredding and/or recycling paper files that are no longer needed. I propose to bring a high school intern on at \$10 per hour for approximately 150 hours (total of \$1,500) over the next 10 -12 weeks to assist with the project. Paper files that need to be retained, but not readily available in the Administration Office will be boxed, properly labeled and stored at the WWTP.

San Luis Street and Avila Beach Drive Sewer Replacement Project

The Plans, Specifications, and Estimate (PS&E) contract documents are complete and the project is now in the bid-phase. At the regularly scheduled April 14, 2015 Board Meeting, staff received authorization to publicly advertise the project in a manner that will allow for construction to begin in early September, following Labor Day and avoid the peak summer tourism season.

The project Engineer has contacted the Tribune newspaper and the project will be advertised for two consecutive weeks beginning Tuesday June 15, 2015. A pre-construction meeting and bid walk is scheduled for June 23, 2015. Bids are currently scheduled to be received July 14, 2015. Following a bid analysis of responsive low-bidders, we anticipate the bid results will be brought to the Board at the regularly scheduled August Board Meeting for award consideration. In addition to awarding the project, the District will need to execute an agreement for Construction Management services to oversee construction activities and project close-out. The current construction schedule runs from September 09, 2015 through December 08, 2015.

The Engineer's estimate for Construction only is approximately \$317,000. A copy of the project Plans and Specifications will be available for review at the District office by June 10, 2015. A copy of the tentative bidding schedule is attached.

AVILA BEACH COMMUNITY SERVICES DISTRICT

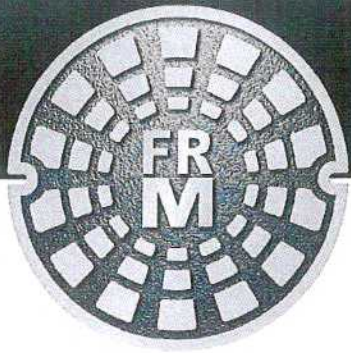
TENTATIVE SCHEDULE

SAN LUIS STREET AND AVILA BEACH DRIVE SEWER REPLACEMENT

Submit Advertisement Request to Tribune (by 12:00 pm)	June 10, 2015
1 st Notice to Bidders (Monday is best)	June 15, 2015
2 nd Notice to Bidders (min. 5 days between publications)	June 22, 2015
Optional Bid Walk	June 23, 2015
Receive Bids (Tuesday, 2:00 pm).....	July 14, 2015
Award of Bid (District Board Mtg.)	August 11, 2015
Notice of Award *	August 12, 2015
Notice to Proceed ** (15 days from award)	August 27, 2015
Pre-construction Conference (Wednesday 8:00 AM).....	August 27 , 2015
Start work (10 days from Notice to Proceed)	September 09, 2015
Completion – (90 Calendar days).....	December 08, 2015

* Send via Certified Mail

**Copy given to Contractor at Preconstruction Meeting and original sent by Certified Mail



Date: June 2, 2015
To: Brad Hagemann, District Manager
From: Carinna Butler, FRM Operations Manager

Monthly Facility Report for the June 2015 Board Meeting

WASTEWATER

The facility continues to meet discharge limitations despite high influent flows and heavy influent BOD and TSS loading. The average influent BOD for the 5 samples collect this month was 573 mg/L (Plant Design – 270 mg/L) with a high of 690 mg/L on May 21st. The average influent TSS for the month was 568mg/L with a high of 706mg/L on May 27th. The average effluent BOD for the 5 samples collected this month was 27 mg/L (Permit Limit – 40 mg/L Monthly Average) with a high of 36 mg/L on May 27th. The average effluent TSS for the month was 22mg/L (permit limit – 40 mg/L Monthly Average) with a high of 30 on May 3rd. The monthly influent Port San Luis BOD sample collected on May 3rd was 483mg/L. The monthly influent flow reported by Port San Luis was 163,400 gallons.

The Chorine Contact Chamber was completely drained and cleaned as part of regular maintenance. The valves and coatings were inspected and the chamber was placed back into service.

The Fixed Film Reactor distribution arm lower seal was adjusted as part of regular maintenance. This adjustment helps to ensure that all the flow is being distributed over the filter media.

Per the request of the District, FRM staffed the facility from 12:00 PM to 5:00 PM during the Amgen race with an Operator, Maintenance Technician, a gang truck with a crane and a vacuum truck. No problems were noted during the event.

Routine weekly, monthly and quarterly maintenance was performed at the wastewater treatment plant, lift station and water system. A total of 25 work orders were completed during the month of May.

Areas within the wastewater plant that are known to accumulate solids continue to be manually cleaned on a regular basis. These solids, if left to decompose, can have a

negative effect on the effluent quality leaving the facility.

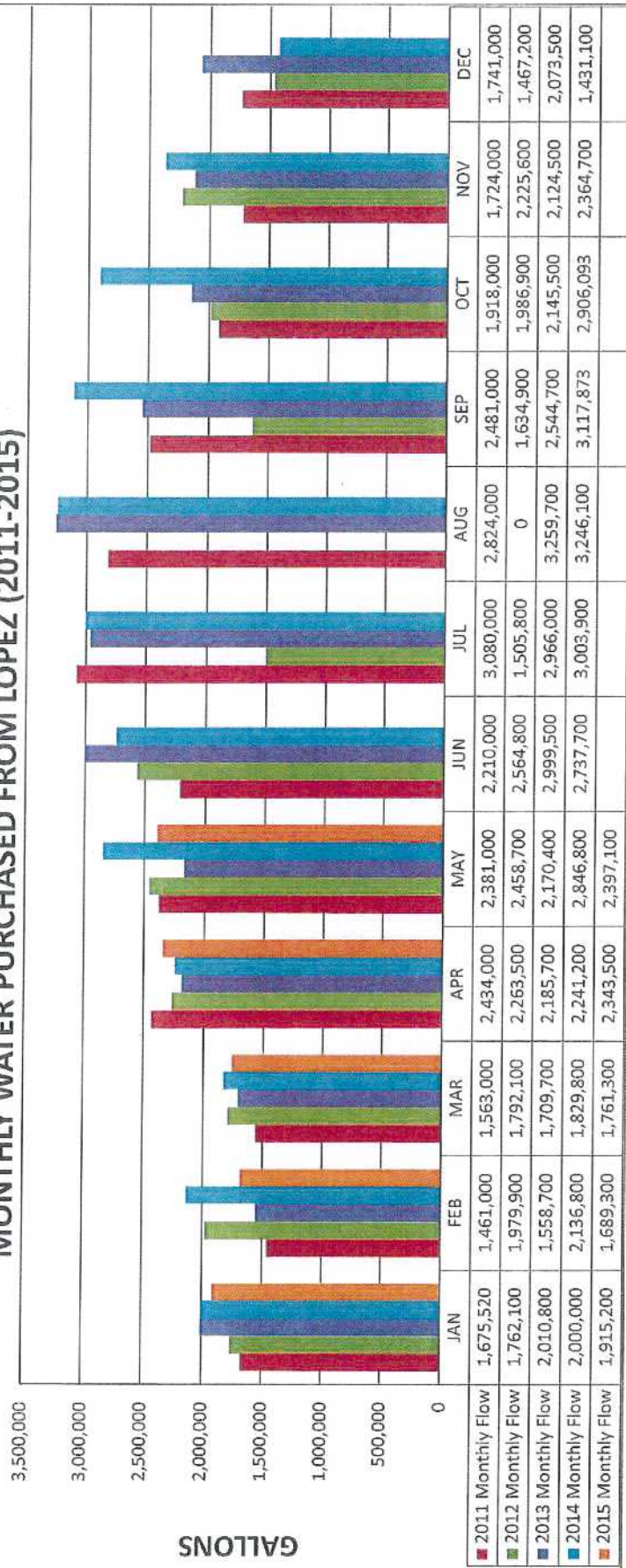
Operations Staff had approximately 6,000 gallons of sludge hauled out of the Digester during the month of May.

WATER

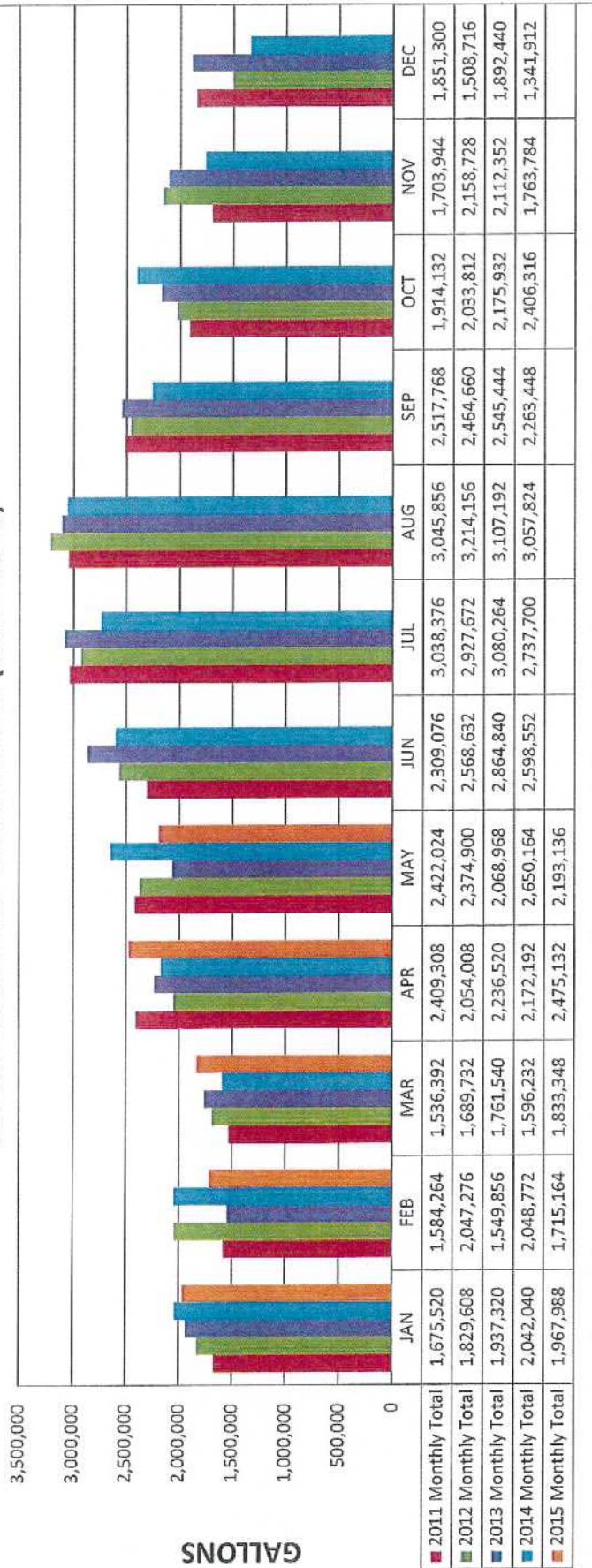
The small water storage tank continues to be used as standby, with staff monitoring the water quality in the tank and flushing as needed. Operations staff continues to monitor the chlorine residuals and shock the system with additional chlorine as needed.

Staff worked with the District Manager to isolate water lines. Staff was required to isolate a section of the water system on Front Street so that a contractor could relocate their water service. This isolation of the water line was difficult due to a failed check valve on the Chevron line and there was also a cross connection on the water line that was not indicated on the water atlas.

MONTHLY WATER PURCHASED FROM LOPEZ (2011-2015)

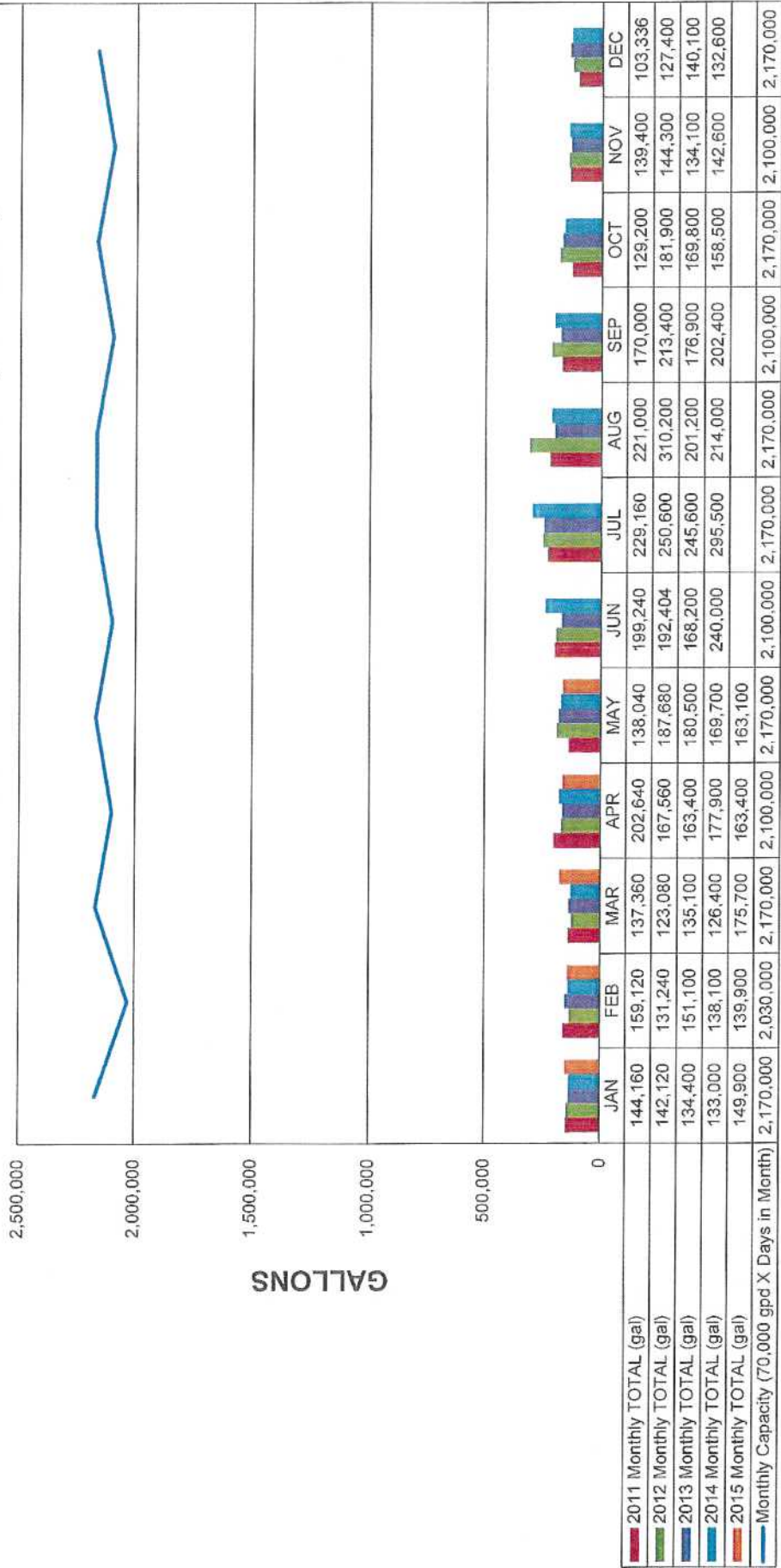


ABCSD MONTHLY WATER SOLD (2011-2015)

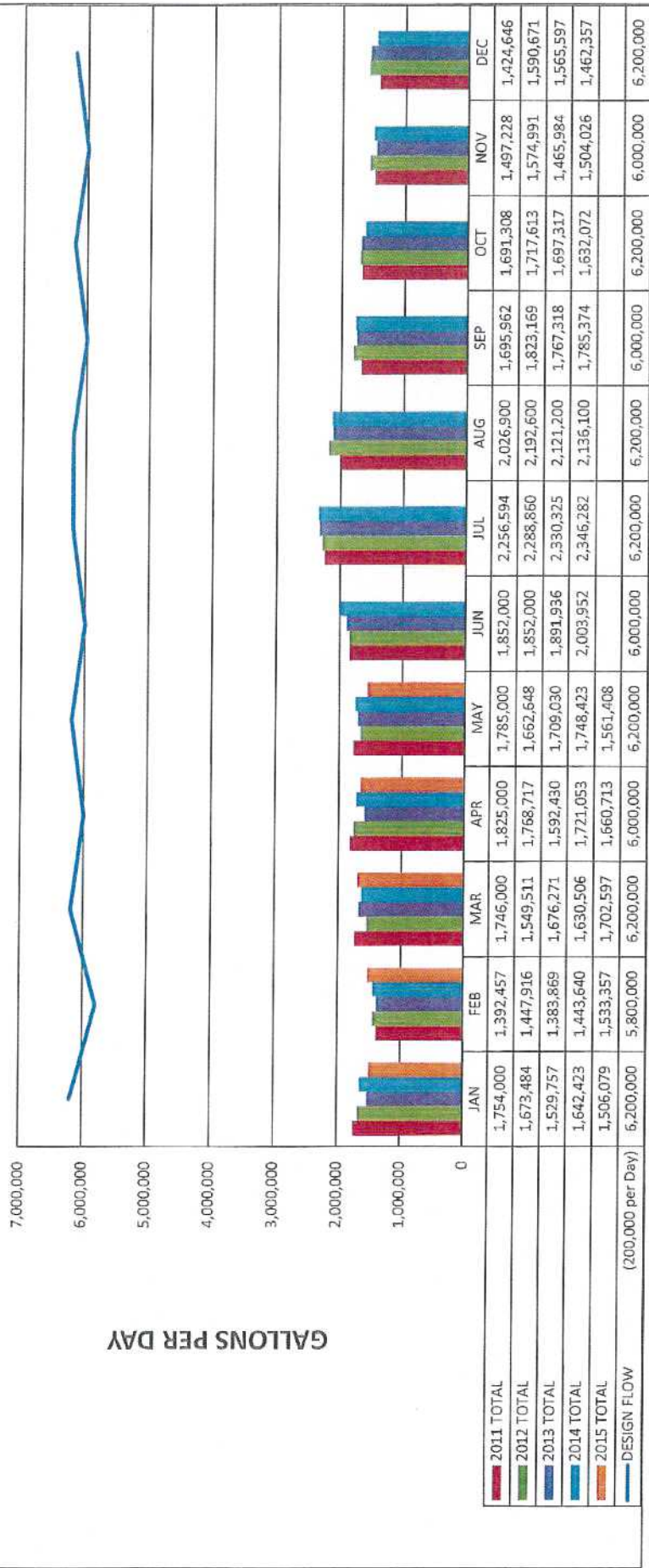


GALLONS

MONTHLY PORT SAN LUIS FLOW TOTAL COMPARISON (2011-2015)



MONTHLY EFFLUENT FLOW TOTAL COMPARISON (2011-2015)



GALLONS PER DAY

(200,000 per Day)

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, PE General Manager 

DATE: June 9, 2015

SUBJECT: Capital Projects Status Report

Recommendation:
Receive and File

Discussion:

As previously directed by the Board, staff has continued to update a listing of Capital Improvement Projects to be undertaken by the District in FY 2014-15, as well as, projects that are budgeted for subsequent years. Shown below is an update on all of the projects. For ease of review, we have included a notation in brackets as to whether the project summary has been updated since the last Board meeting or if there have been no reportable changes.

WATER SYSTEM CIP'S

W-C1 Water tank storage improvements—Phase 1 [Updated]

Project will be implemented if necessary. SCADA control of the tank may solve the nitrification problem. We have been coordinating with the City of Arroyo Grande who has been testing several brands of in-tank mixers with limited success. Therefore the investigation will continue (so we don't invest in an inadequate system) while we evaluate the SCADA monitoring for valving changes that may solve the problem. Our Nitrification Monitoring Report has been submitted and approved by the State Division of Drinking Water (formerly State Health Department). We are talking with PG&E regarding the possibilities of getting A/C power at the tank site in order to open more options for mixing systems. Having power at the tank site will also help provide a more reliable signal for the SCADA system.

W-1- Misc Water Projects [No Changes]

Projects are to be implemented as necessary. Water line valves are being evaluated for replacement as we identify them during our routine valve exercising program and/or as we conduct normal operations in the system. The valve exercising program identifies valves that are reaching their useful life. In January 2015, we identified a project to replace the valves that allow an emergency supply connection between San Miguelito Mutual, Port San Luis and the Avila Beach CSD. Operations staff has replaced the vault cover and we are coordinating the design, construction and financing with the other affected agencies.

W-2 SCADA Improvements [Updated]

Because SLO County will be making the information available on line, the District may not need to implement this project. However, staff is monitoring the County's design to verify information that can be provided. The design was approved by the County on October 24, 2014, and we have coordinated with Public Works to see what info will be available on-line. At this time, it looks like the data to be provided on line will satisfy our needs without having to add on to the proposed County system. County staff provided an update on the SCADA Communication project at the June 4, 2015, Zone 3 TAC meeting. The new County system should be operational by September 2015.

W-3 Water System Critical Spare Parts [Updated]

This project has been completed. We anticipate having a line item in next year's O & M budget to purchase replacement critical spare parts as they are used.

WF-1 Miscellaneous Water Line Replacements [No changes]

No specific projects have been identified as necessary at this time. Most likely several major projects will be implemented in FY 2015-16.

WF-2 Lopez Booster Pumps [No changes]

This project is scheduled for FY 2015-16. Lopez line pressures are adequate at this time. County or Port drainage improvements at the intersection of First and San Francisco Streets may interfere with a proposed solution.

WASTEWATER SYSTEM CIP'S

WWC-1 Upgrade of Wastewater Treatment Plant [No changes]

The Preliminary Design report was completed by Kennedy Jenks Consultants and presented to the Board in July 2014. At the August meeting the Board approved completion of a "Peer Review" of the design report by Carollo Engineering. A teleconference with District Engineers, Operations Staff and District General Manager was completed on October 24th, 2014. Staff has completed follow-up notes and information and forwarded them to Kennedy Jenks Consultants for review and consideration. In late December Kennedy Jenks Consultants provided their comments on the Peer Review report (included in the January 13, 2015 Board packet). KJC concluded that their proposed Preliminary Design represents a reasonable and efficient combination of alternatives in careful consideration of cost/benefit.

WWC-2 Chlorine Contact Chamber Coasting [Updated]

Upon further evaluation of the Contact Chamber Staff is recommending that this project be deferred until FY 16/17.

WWC-3 Sewer Line Repairs [No changes]

This is meant to fund small repairs (spot repairs). The large sewer line replacements are budgeted as a separate project.

WWC-4 Wet Well Coating Repair [No changes]

This project will be included in the FY 15/16 Capital Improvement Program

WW-5 Pump Room Improvements [Updated]

This project was initially scoped in FY 2013/14 to include minor improvements to the restroom and hand washing facilities located within the pump room that were installed in the early 1970s as part of the initial WWTP facilities. Upon further investigation staff is proposing to better utilize the limited space at the Plant by: making improvements to the restroom and hand washing facilities; installing a shower unit to allow staff to quickly clean-up in the event they are exposed to raw or partially treated wastewater; and adding a work space that will allow moving the process control lab facilities from upstairs to the downstairs pump room area. The proposed project scope includes demolition of the existing wall, toilet and sink facilities and re-alignment of the wall and installation of sanitation facilities that will also allow for a small process control lab work space area that will include the appropriate sink and plumbing fixtures. This Project will be included in the FY 15/16 Capital Improvement Program with an estimated budget of \$15,000.

WW-1 Miscellaneous Waste Water Projects [No Changes]

These projects are implemented as determined by operations. These are generally small projects and currently there are six projects being worked on.

- Scum box/pit recoating completed
- Brine receiving station WDR/NPDES permit modified to provide for implementing. We won't have an answer until we receive a draft order from the Water Board, probably mid 2015
- Alarm system for the WWTP completed
- SCADA level alarms for the WWTP completed
- Possible outfall line/scum box leak re-route outfall line
- Underground valve replacements Staff anticipates replacing these valves as part of the outfall line re-route project.

WW-2 and WW-3 San Luis Street & Avila Beach Drive Sewer Line Replacements [Updated]

As noted in the General Manager's Report, this project is designed and ready to go out to bid. Please refer to the General Manager's Report for more details.

WW-4 Wastewater System Critical Spare Parts [Updated]

This project is complete, as critical parts are "pulled off the shelf", staff will be re-order and re-stock.

WW-5 First Street Lift Station Pump Upgrade [Updated]

Project Complete. Operations installed both new pumps in February 2015. We originally anticipated installing only one pump now and one later. However, both pumps were starting to have ragging issues so we decided to install them both at the same time.

WW-6 Repair to Decking at WWTP [Updated]

Matrix Consulting Engineers transmitted their draft plans and specifications to the District and Engineering staff in mid-January. Engineering staff has reviewed the draft plans and specifications and sent our comments back to Matrix. Matrix has now provided their final work product to engineering staff for inclusion in the final bid documents. We anticipate that we will bid the project in June.

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 9, 2015

SUBJECT: Public Hearing; 2015 Weed Abatement Program – Resolution No 2015-07

Recommendation:

Receive Report and open the public hearing for any objections to the postings of properties needing abatement. After considering any objections, adopt Resolution 2015-07 Finding No Objections to Weeds and Rubbish Abatement Proceedings and Ordering the Abatement of the Nuisances.

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. Previously the Board adopted Resolution 2015-05 Declaring Weeds, Dry Grass and Trash to be a nuisance. This is a three step program with the first step being accomplished by the Board's adoption of Resolution 2015-05 on May 12, 2015.

It is now appropriate to consider any objections by the owners of the properties which were posted. If no protests are received adopt Resolution 2015-07 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. Letters have been mailed to all property owners involved. 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.

june2015.weed abate

AVILA BEACH COMMUNITY SERVICES DISTRICT

Resolution No. 2015-07

RESOLUTION FINDING NO OBJECTIONS TO WEED 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 weeds from various lots and parcels within the District, as described in Resolution 2015-05, previously adopted; and it appearing that notice of this hearing has been duly and regularly given as required by law, 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;

4. That upon completion of said abatement, the Fire Chief shall submit to this Board, as provided in Health and Safety code 14905, an itemized written report showing the cost of abatement to each parcel abated where clearing was done by the Fire Department.

5. That said report shall be heard and considered by the Board on July 14, 2015 at the regular meeting time, along with any objections from owners liable to be assessed. The Fire Chief shall cause a copy of said report to be posted at the Board meeting place at least 3 days prior to said meeting, as required by law, and file his Certificate of Posting.

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

AYES:
NOES:
ABSENT:

PASSED AND ADOPTED this 9th day of June 2015.

President of the Board

ATTEST:


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 9, 2015

SUBJECT: Update Local Agency Investment Fund (LAIF) and Bank of America Authorized Signature Information

Recommendation:

Receive Report; Approve and sign appropriate documents to update signatures for LAIF and Bank of America Accounts

Discussion:

Periodically the District reviews and updates the bank signature cards to maintain current information on file with the District's financial institutions including LAIF.

LAIF and Bank of America require that the representatives authorized to transfer funds to and from the District account be the Board President, Vice President or General Manager. With the recent appointment of Brad Hagemann as the General Manager and officer elections, it is appropriate to notify LAIF and Bank of America of the changes and send the appropriate forms to update authorized signatures.


Staff recommends the Board approve the changes and sign the appropriate authorization forms and associated letters and forward them to Bank of America and LAIF.

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, PE General Manager 

DATE: June 9, 2015

SUBJECT: Board Consideration of a Resolution to adopt the amended and restated San Luis Obispo regional Hazardous Materials Cooperative Agreement

Recommendation:

1. Adopt the Resolution approving: A) An Increase to annual membership fees for participation in the team from \$1000 to \$2000 per year; B) Amendments to and restatement of the cooperative agreement governing the Team; and C) The District's continued participation in the Team.
2. Direct the General Manager to sign the amended and restated cooperative agreement.

Funding: The District's annual assessment will increase from \$1,000 to \$2,000, per year and may change annually based on the Consumer Price Index (CPI). The new assessment structure will provide adequate funding for the Team to fund most, if not all, of its operating costs.

Discussion:

Summary

The San Luis Obispo Regional Hazardous Materials Response Team has been in operation for over 20 years. The Team's Board of Directors has identified issues which currently hinder the success of the Team. Primary among these issues are inadequate funding and tight limits on operations and administration. After considering a number of alternatives, the Board of Directors is proposing a new, re-stated Cooperative Agreement and an increase to the annual membership fees for member agencies. The San Luis Obispo Regional Hazardous Materials Response Team (the Team) was established in 1993 through a Cooperative Agreement (the Agreement) signed by the governing bodies of all fire agencies in the county. Agencies participating in the team are referred to as Member Agencies, and employees of those agencies who respond to emergencies with the Team are referred to as Team Members. The Agreement specifies that Member Agencies will provide funding for the Team, and that the Team will be governed by a Board of Directors.

The Board of Directors establishes team policies and agreements in accordance with the purpose of the Agreement, and oversees the Team's finances and the property utilized by the Team. It

also oversees the operation of the Team from a strategic level. Actual operation of the Team on incidents is directed by the Team Leader and/or the Incident Commander.

The Team is composed of dedicated Members with a history of success, and receives strong support from Member Agencies. Team Members are employees of those agencies who have volunteered to serve on the Team. The fire service provides the greatest number of Team Members and administrative support.

Operations

The Team responds to emergency incidents throughout the County and, depending on the situation, takes action to assess and mitigate hazards. Team responses are in accordance with established protocols, approved by the Board of Directors. Upon notification of an incident involving hazardous materials, three Team Members respond to the incident as an Assessment Team. Based upon their observations, the Assessment Team makes recommendations to the Incident Commander to upgrade or downgrade the incident in terms of additional hazardous materials personnel and resources required for safe incident mitigation.

Avila Beach Community Services District

Resolution No. 2015- XX

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE AVILA BEACH
COMMUNITY SERVICES DISTRICT ADOPTING THE AMENDED AND RESTATED
SAN LUIS OBISPO REGIONAL HAZARDOUS MATERIALS COOPERATIVE
AGREEMENT**

WHEREAS, each of the following public agencies, City of Arroyo Grande, City of Atascadero, City of Grover Beach, City of Morro Bay, City of Paso Robles, City of Pismo Beach, City of San Luis Obispo, County of San Luis Obispo, Special Service Districts; Los Osos, Avila Beach, Cambria, Cayucos, Oceano, San Miguel, Santa Margarita, and Templeton, California Department of Corrections (California Men's Colony State Prison), , California Department of State Hospitals (Atascadero State Hospital), California Military Department (California Army National Guard, Camp Roberts), and California State University (California Polytechnic State University San Luis Obispo), (hereinafter, "Public Agencies" or "Parties"), is at risk of a hazardous materials release or incident from the release of hazardous materials which are transported along the major highways, railroads, and petroleum pipelines in the County or are stored within the County for local use; and

WHEREAS, many of the Public Agencies participate in the California Master Mutual Aid Agreement and the San Luis Obispo County Fire Services Mutual Aid Operation Plan, and such plans provides for mutual aid response to hazardous materials emergencies; and

WHEREAS, each of the Public Agencies provides the necessary public funds for the protection of life and property against the releases or incidents involving hazardous materials; and

WHEREAS, the creation of a specialized team ("Team") of personnel to respond to hazardous material emergencies or potential emergencies in the County of San Luis Obispo would provide the most effective use of the combined local resources and would benefit each of the Public Agencies; and

WHEREAS, consistent with Government Code section 6502.7, each of the Public Agencies has authority to respond to hazardous materials emergencies and to operate and maintain equipment for hazardous materials response; and

WHEREAS, the Public Agencies are authorized to contract with each other for the joint exercise of any common power pursuant to Article I Chapter 5, Division 7, of Title 1 of the Government Code of the State of California; and

WHEREAS, a Cooperative Agreement was entered into between the parties on October 4, 1993 ("Agreement"); and

WHEREAS, the Parties now desire to amend and restate the Agreement in its entirety.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Avila Beach Community Services District hereby adopts the amended and restated San Luis Obispo County Regional Hazardous Materials Cooperative Agreement attached hereto as Exhibit A.

PASSED AND ADOPTED on the 9th day of June, 2015 by the following vote, to wit:

AYES:

NOES:

ABSENT:

ATTEST:

ATTESTED:

Brad Hagemann, General Manager

Pete Kelley, President

**AMENDMENT AND RESTATEMENT
SAN LUIS OBISPO
REGIONAL HAZARDOUS MATERIALS
COOPERATIVE AGREEMENT**

WHEREAS, each of the following public agencies, City of Arroyo Grande, City of Atascadero, City of Grover Beach, City of Morro Bay, City of Paso Robles, City of Pismo Beach, City of San Luis Obispo, County of San Luis Obispo, Special Service Districts: Los Osos, Avila Beach, Cambria, Cayucos, Oceano, San Miguel, Santa Margarita, and Templeton, California Department of Corrections (California Men's Colony State Prison), California Department of State Hospitals {Atascadero State Hospital, California Military Department (California Army National Guard, Camp Roberts). and California State University (California Polytechnic State University San Luis Obispo). (hereinafter, "Public Agencies" or "Parties"), is at risk of a hazardous materials release or incident from the release of hazardous materials which are transported along the major highways, railroads, and petroleum pipelines in the County or are stored within the County for local use; and

WHEREAS, many of the Public Agencies participate in the California Master Mutual Aid Agreement and the San Luis Obispo County Fire Services Mutual Aid Operation Plan, and such plans provide for mutual aid response to hazardous materials emergencies; and

WHEREAS, each of the Public Agencies provides the necessary public funds for the protection of life and property against releases or incidents involving hazardous materials; and

WHEREAS, the creation of a specialized team ("Team") of personnel to respond to hazardous material emergencies or potential emergencies in the County of San Luis Obispo would provide the most effective use of the combined local resources and would benefit each of the Public Agencies; and

WHEREAS, consistent with Government Code section 6502.7, each of the Public Agencies has authority to respond to hazardous materials emergencies and to operate and maintain equipment for hazardous materials response; and

WHEREAS, the Public Agencies are authorized to contract with each other for the joint exercise of any common power pursuant to Article I Chapter 5, Division 7, of Title 1 of the Government Code of the State of California; and

WHEREAS, a COOPERATIVE AGREEMENT was entered into between the Parties on October 4, 1993 ("Agreement"); and

WHEREAS, the Parties now desire to amend and restate the Agreement in its entirety.

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties hereby agree, amend and restate the Agreement in its entirety as follows:

1. PURPOSE OF AGREEMENT, COMMON POWER TO BE EXERCISED

As a supplement to the San Luis Obispo County Fire Services Mutual Aid Operation Plan, the Parties enter this Agreement for the purpose of providing for the creation and establishment of a Regional Hazardous Materials Response Team (hereinafter "Team"). The Team shall carry out the abatement and emergency control of hazardous conditions and stabilize the same, until these conditions can be turned over to the appropriate authority, for further disposal.

2. NO ENTITY SEPARATE AND APART FROM THE PARTY ENTITIES

The Parties agree that the purpose of this Agreement may be accomplished without creating an entity separate and apart from the Parties; therefore, the Parties expressly decline to create an entity separate and apart from the Parties to this Agreement.

3. MEMBERSHIP OF BOARD OF DIRECTORS

A Regional Hazardous Material Response Team Board of Directors (hereinafter "Board") shall be established to oversee the operation of the Team, establish Team policies and procedures in accordance with the Purpose of this Agreement, and manage the Team's finances and property utilized by the Team. The Board shall consist of six voting members selected by the following procedure:

A. There shall be three standing members on the Board:

- (1) The Fire Chief of the City of San Luis Obispo;
- (2) The Fire Chief of San Luis Obispo County; and
- (3) A representative of the County's Environmental Health Department.

B. There shall be one member representing each of the following three geographic areas:

- (1) North County, which includes San Miguel, Paso Robles, Templeton, Atascadero, Santa Margarita, Atascadero State Hospital and Camp Roberts;
- (2) South County, which includes Arroyo Grande, Pismo Beach, Grover Beach, Avila Beach, and Oceano; and
- (3) Coastal, which includes Morro Bay, Cambria, South Bay, Cayucos, California Men's Colony, and Cal Poly.

Each of these members shall be a Fire Chief elected by the Fire Chiefs of the communities that are represented by that area. Each electee shall serve a term of two years. He or she may be re-elected for an unlimited number of terms.

4. BOARD MEETINGS

The Board shall establish the time and place for its meetings and shall hold at least one annual meeting. A special meeting may be called by the Chairperson, or upon demand of two-thirds of the six members of the Board, by noticing each Board member at least 48 hours before the time of such meeting. The notice shall specify the time and place of the meeting and the business to be transacted. All meetings of the Board shall be open to the public, except for those sessions which may by law be closed. The Board shall cause its Secretary/Treasurer to maintain minutes of open meetings, which shall be public documents available for inspection at the County of San Luis Obispo Office of Emergency Services at all times during regular business hours of San Luis Obispo County. No compensation shall be received by any member of the Board for his or her services. No business shall be transacted without the presence of a quorum of the Board. A quorum shall consist of four or more Board members. A majority vote of the quorum shall be required to transact business. At the first Board meeting following the adoption of the new Agreement, the Board shall adopt rules for the orderly transaction of business.

5. BOARD OFFICERS AND EMPLOYEES

The Board shall elect officers, by majority vote, to serve as Chairperson and Vice Chairperson. The Secretary/Treasurer shall be a non-voting member of the Board and shall be a member of the County of San Luis Obispo Office of Emergency Services.

The Board will employ a "Business Manager" under their direction to handle Team business such as maintaining records, recording meetings on behalf of the Secretary/Treasurer, preparing staff reports, preparing a budget for approval by the Board and other business matters requested by the Board. The Business Manager may

be paid a monthly salary. The Business Manager will not have any oversight of the Team's emergency response activities.

The Board will also select a Team Leader, who will be a full-time employee of a Member Agency and who will complete his/her Team Leader roles while on-duty and at no additional cost to his/her agency or to the Team. The position will be rotated every two years among Member Agencies in order to share the workload. The Team Leader will:

- Manage operational and training programs.
- Coordinate the efforts of Member Agencies and Team Members.
- Function as the Team's primary technical expert and advise the Board of Directors accordingly.
- Oversee committees for Training, Policy, Equipment/IT, and Marketing and for other programs. Responsible for developing and maintaining Standard Operating Guidelines (SOG's), determining equipment needs, and taking on related tasks.
- Provide leadership to the Team, so that the Team can achieve the goals and objectives established by the Board and ensure the safe and successful mitigation of hazardous materials incidents to which the Team responds.
- Serve as the official representative of the Team to the public, news media, and other governmental agencies.
- Delegate these duties to other Team Members or employees of Member Agencies, when deemed appropriate by the Team Leader.

6. FINANCING

Use of the equipment, materials, and facilities of the Parties shall be in accordance with rules and regulations approved by the Board. The Board shall prepare an annual fiscal year budget for the needs of the Team. The Board shall maintain an equipment replacement/contingency fund for the continued operation of the Team. The Secretary/Treasurer shall bill each of the Parties annually or at more convenient intervals determined by the Secretary/Treasurer. All funds shall be deposited into a separate account to be maintained as the Regional Hazardous Materials Response Team Account (hereinafter "Account"). The Board shall have access to the Account upon signature of any two Board members. In the event any Party fails to contribute its equal share of the budget, as determined by the Secretary/Treasurer, such Party may be terminated from participation on or assistance by the Team by a majority vote of the Board.

- A. Any excess in federal, state, or local funds in the Account at the end of any fiscal year shall be transferred to the next fiscal year's budget.

- B. During the first year, a fund shall be established by the Board and funded by each of the Parties contributing an amount to the Account as designated in the following table:

Parties	Amount to Contribute First Year	Total First Year
County (1)	\$10,000	\$10,000
Cities (7)	\$ 5,000	\$35,000
Special Districts and other agencies (12)	\$ 2,000	\$24,000
		\$69,000

- C. During each successive budget year the Board may through a majority vote increase the contribution amount to the fund by a percentage not to exceed the previous year's Consumer- Price Index (CPI) for the Los Angeles Region.
- D. Upon majority approval of the Board, the fund may be expended for the purchase of equipment, training needs, equipment repair, and other expenses determined necessary by the Board.
- E. Funds shall not be budgeted for or disbursed from the Account in a manner which creates a deficit at any time.

7. AMENDMENT OF AGREEMENT

The Board by a 2/3 majority vote may amend, delete or add additional sections to this Agreement except that any changes to the financial contributions by member Parties must comply with section 6C of this Agreement.

8. TERMINATION OF AGREEMENT

This Agreement shall remain in full force and effect until such time as a majority of the Board shall vote to terminate this Agreement and each of such majority Board member's Public Agency ratifies his or her vote. Each Party may individually terminate its involvement in this Agreement, and thereby withdraw from participation on or assistance by the Team, by providing 90 days written notice of termination to anyone of the members of the Board. A party individually terminating involvement in this

Agreement shall not be entitled to any refund of funds previously paid to the Account. In the event this Agreement is terminated by a majority vote of the Board ratified by the majority's Public Agencies, the following shall occur:

- A. All equipment and/or material donated by any agency for use by the Team shall be returned to the agency without compensation for either ordinary wear and tear, or replacement.
- B. All property utilized exclusively by the Team shall be sold at fair market value and the funds received shall be deposited in the Account.
- C. The Secretary/Treasurer shall pay any outstanding accounts, invoices, and Board-approved claims from the Account.
- D. Any grant monies which have not been expended shall be returned to the grantor.
- E. The Account shall be disbursed proportionally to those Public Agencies which participated in this Agreement at the time of the Board's majority vote for termination.

9. REPORTS

The Secretary/Treasurer shall maintain the financial records of the Team in an accurate and organized manner at all times and shall reconcile the Account on a monthly basis. The Secretary/Treasurer shall prepare, or cause to be prepared an annual fiscal year report. This shall include the yearly budget; the amount, date, and source of all receipts; the amount, date, recipient, and purpose of all disbursements; the Account balance at the beginning of the fiscal year; the Account balance at the end of the fiscal year; and an inventory of all equipment and material owned by the Team. A copy of the annual report shall be distributed to each Party within thirty days of the end of the fiscal year. The Secretary/Treasurer shall furnish such other reports and data as may from time to time be requested by the Board. All financial records shall be available for inspection by an authorized representative of each Party upon written request and by arrangement with the Secretary/Treasurer or other members of the Board.

10. TEAM SUPPORT AND PARTICIPATION

Each of the Parties agrees to support the Team in the following areas:

A. TRAINING

The Parties shall provide persons to attend various levels of training of the Team and continuing education requirements consistent with Government Code section 8574.19 et seq. and other applicable laws, regulations, and Team standards set forth for operations. Each Party shall host and support training activities.

B. STAFFING

The Parties shall provide persons to participate as members of the Team for response to incidents or to support the Team's response.

C. INSURANCE

Each of the Parties shall provide Worker's Compensation Insurance for its fire persons while such persons are involved with the Team. Government Code sections 50925 et seq. (Extraterritorial Activities of Firemen) and other applicable Worker's Compensation, liability, and/or benefits laws are incorporated into this Agreement by reference.

D. EQUIPMENT

Each Party shall support the Team with resources whenever possible and with regard to other Team Members be responsible for any damage or loss to such party's resources which occurs while being used pursuant to this Agreement.

E. MEDICAL EXAMINATIONS

Medical examinations for each Party's Team members shall be provided by that Public Agency (pursuant to CFR 1910.120 et seq.) The Parties will work cooperatively to secure the most cost-effective approach to medical examinations.

F. COMPENSATION TO THE PARTIES

The Parties agree that their participation in this agreement is without regard to any reimbursement or compensation, and further agree as follows:

- The Team will actively pursue grants and donations to reduce financial dependence on participating Public Agencies.

- The Parties will fully support the Team and, when possible, assign their employee(s) to serve as Team Members regardless of receiving any reimbursements or compensation.
- Obtaining reimbursement for services provided by the Team is a high priority, and that it is the responsibility of the Agency Having Jurisdiction (AHJ) to pursue such reimbursements from persons or entities responsible for hazardous materials incidents.
- When the AHJ is a Party to this agreement, any reimbursements received by the AHJ for an incident to which the Team responds will be equitably distributed among those Parties who have actually incurred costs related to the incident.
 - o When such reimbursement is received, the Party who is the AHJ will notify the Business Manager and the Secretary/Treasurer of the reimbursement amount, incident name and incident number.
 - o The Business Manager will, within seven days, notify all Parties of the reimbursement and ask the Parties to submit reimbursement requests to the Business Manager.
 - o Parties wishing to be reimbursed must provide a letter requesting reimbursement within 30 days of the notification by the Business Manager, and must include documentation of costs.
 - o If the Team itself incurred any costs on the incident, the Business Manager will submit a reimbursement request on behalf of the Team, according to the same requirements listed above.
 - o After 30 days have elapsed, the Business Manager will consolidate requests received into a reimbursement plan, which will equitably distribute the reimbursement among the Parties, and will present the reimbursement plan at the next Board of Directors meeting for approval.
 - o If the reimbursement received is less than the total of all reimbursement requests, each Party will receive a proportionate share of the reimbursement based on their proportion of the total of all reimbursement requests received.
 - o If the reimbursement received is more than the total of all reimbursement requests, each Party shall be fully reimbursed and the balance of the reimbursement will be paid to the Team itself for future use as determined by the Board of Directors.

11. NON-PARTICIPATION

Any Public Agency named in the first "WHEREAS" Clause of this Agreement that chooses not to sign the Agreement can avail itself of the Team's services; however, that Public Agency must pay all costs of such Team services as "Assistance for Hire" at the rates determined by the Board.

12. COUNTERPARTS

This Agreement may be signed in counterparts, each of which shall be deemed an original, but all of which together shall constitute the same Agreement.

13. EXECUTION

Each Public Agency that signs this Agreement shall promptly notify the County of San Luis Obispo Office of Emergency Services and shall simultaneously forward to such office an executed copy of its Counterpart Signature Page of this Agreement by hand-delivery to such office. Every Public Agency desiring to participate in this Agreement must submit its executed copy of its Counterpart Signature Page to the County of San Luis Obispo Office of Emergency Services prior to July 1, 2015.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their respective authorized officers. This Agreement is deemed to be signed and executed as of the last date a Public Agency executed this Agreement which is the ____ day of _____, 2015.

Avila Beach Community Services District

By: _____
Brad Hagemann, General Manager

Approved by the Avila Beach Community Services District
_____, 2015

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 9, 2015

SUBJECT: Preliminary Intent to Serve Request: Cagliero Brothers, Beach Colony Estates, Lots 8, 9, 10, 12, 13. APNs: 076-196-013, 076-196-014, 076-196-015, 076-196-017, 076-196-018

Recommendation:

Receive Staff Report; Approve the Preliminary Intent to Serve Requests

Funding:

A \$1,000 processing fee and deposit has been received for each Lot and will be used for applicable charges as described in Resolution 97-2 for processing an "Intent to Serve" letter review.

Discussion:

This item was originally on the May 12 Board agenda, but with the consent of the project applicant was deferred to the June 9th meeting.

Attached for Board consideration is a request from the Cagliero Brothers for an "Intent to Serve" letter for five single family lots (Lots 8, 9, 10, 12 and 13) in Beach Colony Estates. The owners propose to build one single family residence of approximately 2,200 square feet on each of the five lots. The residences will have will be split-level with 3 to 4 bedrooms as shown on the attached renderings and site plan. The lots are currently vacant and located along Avila Beach Drive at shown on the attached aerial map.

After issuance of an "Intent to Serve" letter the applicant will need to provide the District with a final set of plans detailing the entire project. Staff will advise the developer what District improvements will be required and what connection fees will need to be paid to the District as those plans are evaluated.

Cagliero Beach Colony Estates

Cagliero Brothers
P.O. Box 3828
Paso Robles, CA 93447

May 2, 2015

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

Dear Board Members,

We are submitting an "Application for a Preliminary Will Serve/Intent-To Serve Letter".

We are proposing to build a single-family residence of approximately 2200 ft.²
It will have 3 to 4 bedrooms. The exact number of bedrooms and square footage could vary due to any additional requirements of the county of San Luis Obispo Building Department during the building permit application process.

Included with this request are artist renderings of the home and site plans.

The home will be similar in appearance to those already existing in this development.
During the Minor Use Permit/Building Permit application process, every effort will be made to make the homes unique and individual and appropriate for the Avila Beach community.

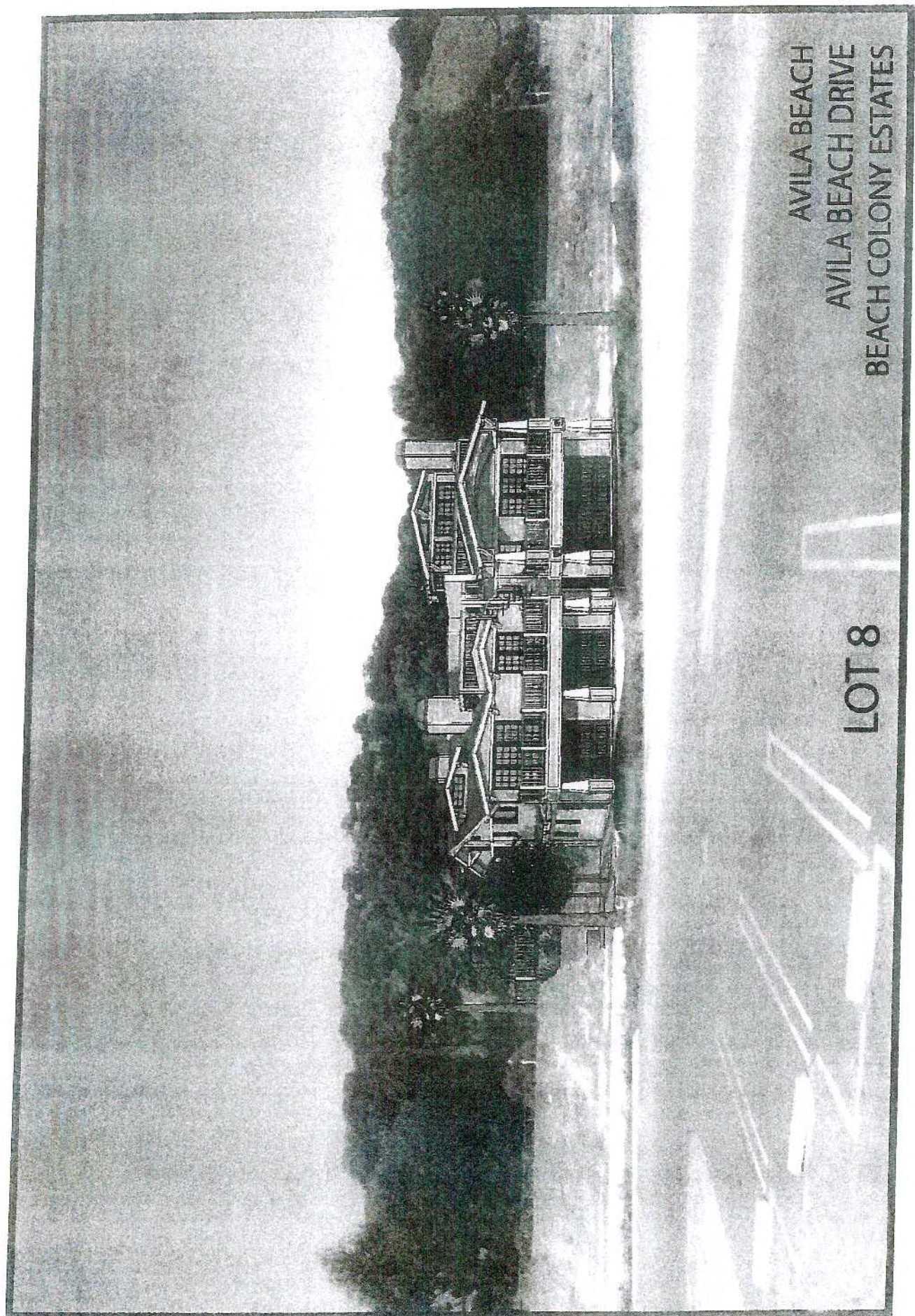
Should you have any questions, feel free to contact us or our agents. Thank you in advance for your consideration.

Respectfully Submitted,

Owners:
Phillip Cagliero
(805) 674-0675
Jon Cagliero
(805)610-7040

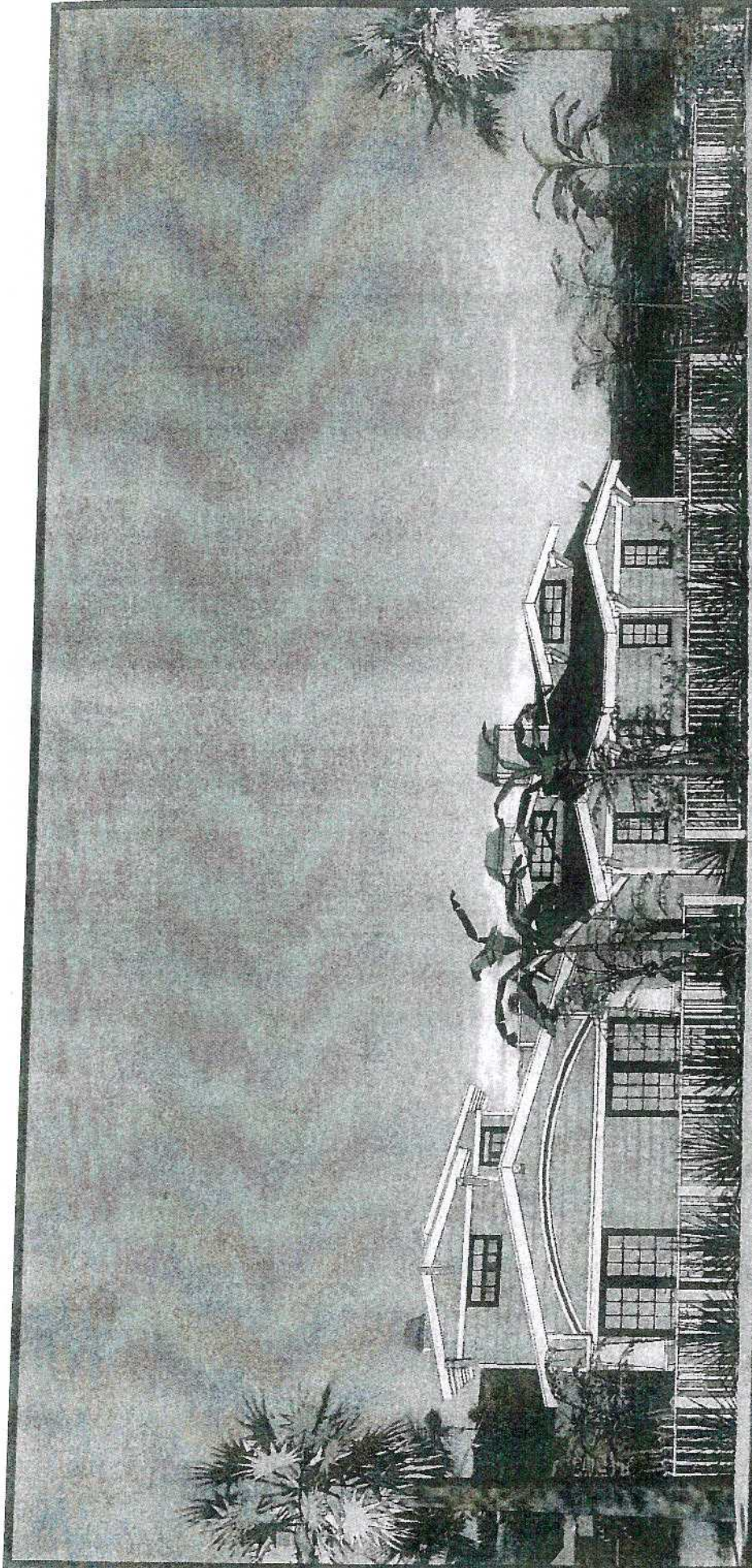
Contractor/Agent:
Steve S. Price
805-235-9538

Architect/Agent:
Joe Silvaggio
(805) 440-6284



AVILA BEACH
AVILA BEACH DRIVE
BEACH COLONY ESTATES

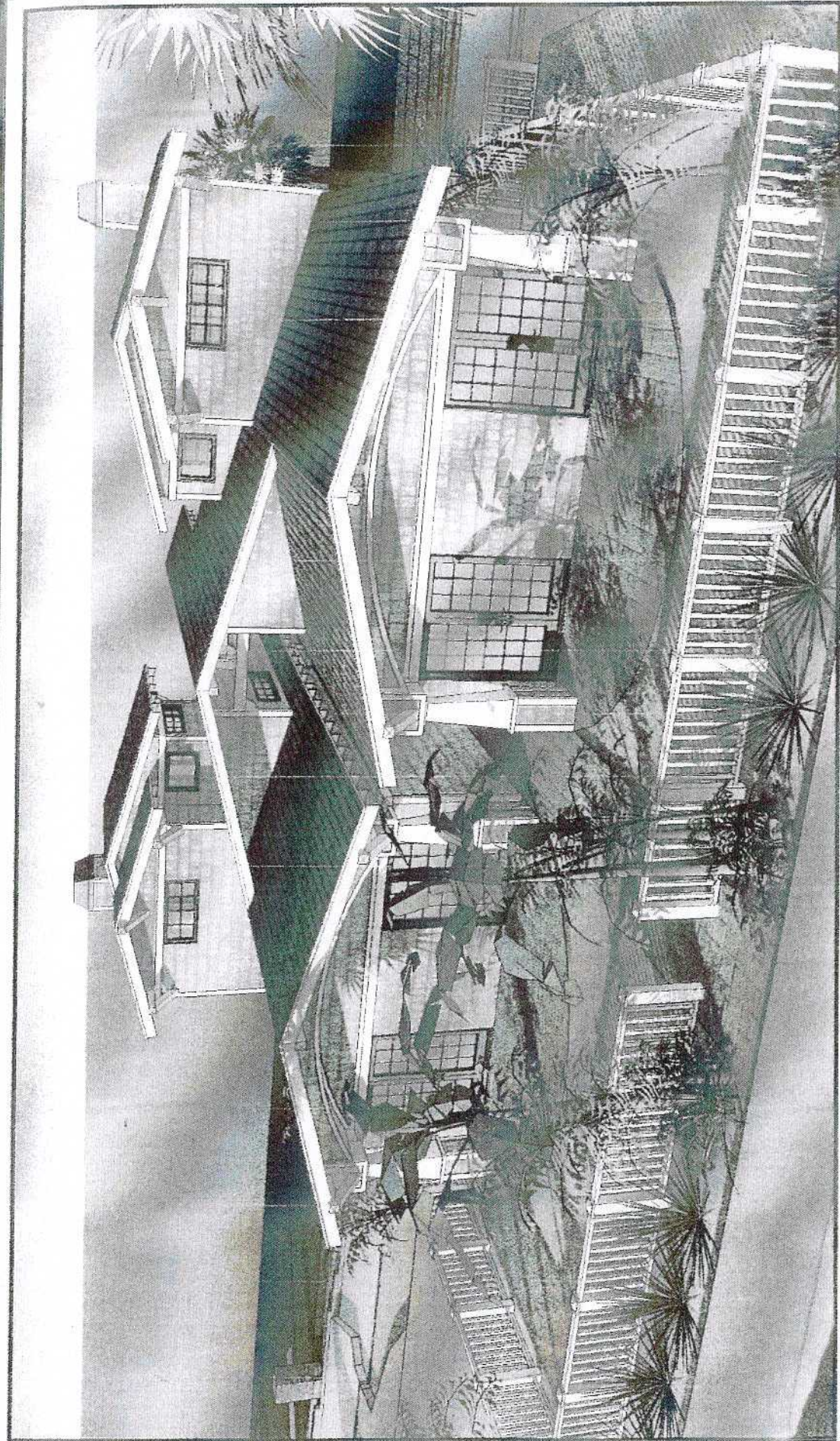
LOT 8



AVILA BEACH
AVILA BEACH DRIVE
BEACH COLONY ESTATES

LOT 9

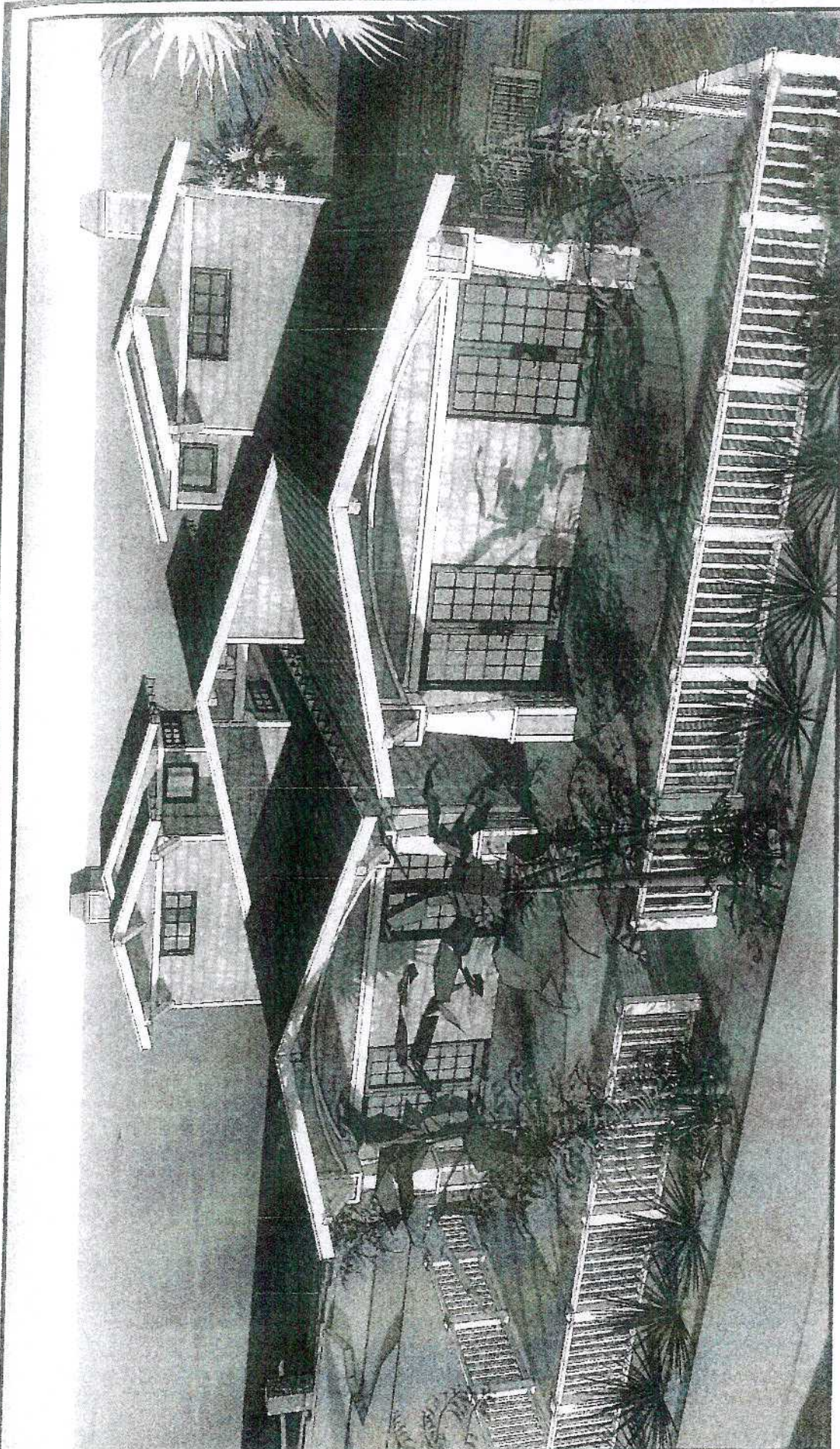
ALLOWABLE LIVING AREA TOTAL = 2,800
PROPOSED LIVING AREA TOTAL = 2,262



AVILA BEACH
AVILA BEACH DRIVE
BEACH COLONY ESTATES

LOT 10

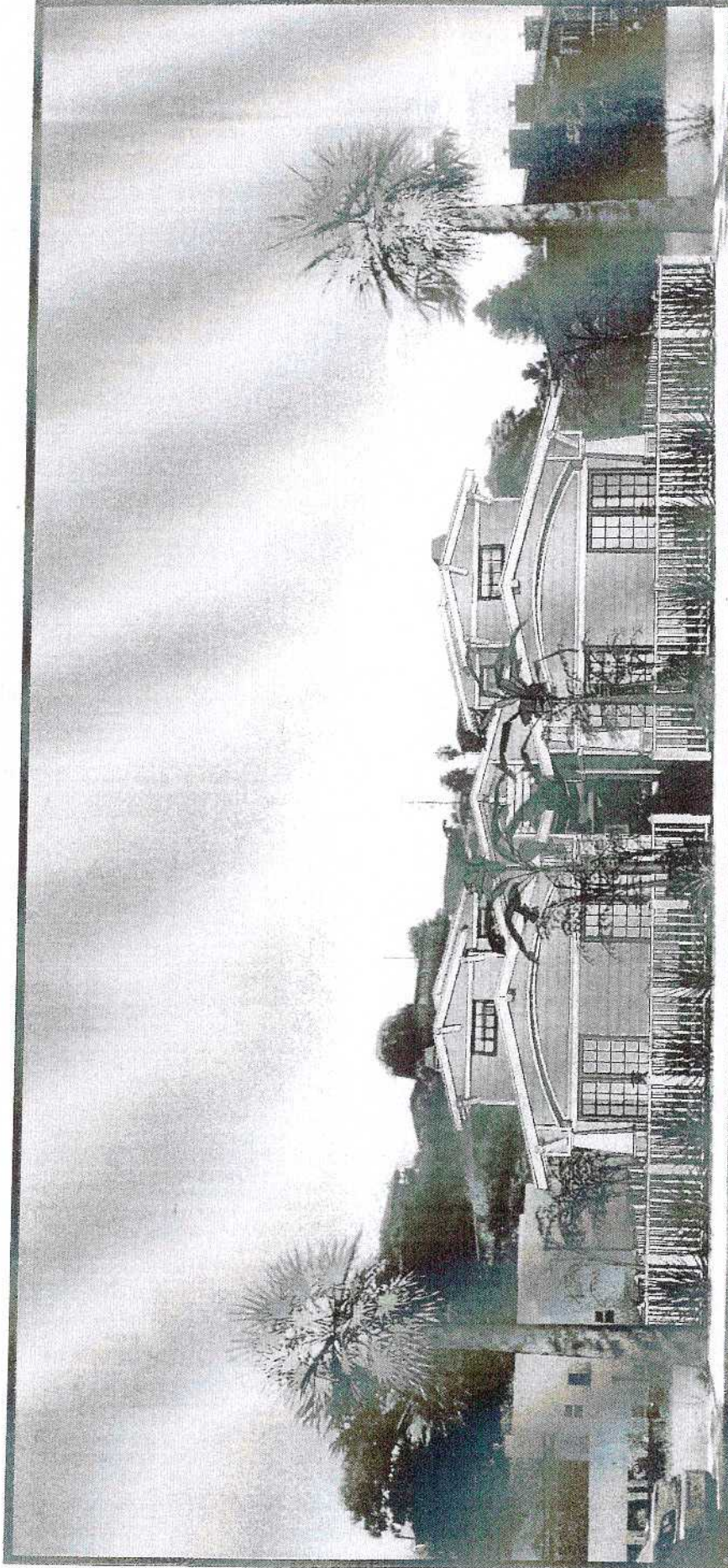
ALLOWABLE LIVING AREA TOTAL = 2,100
PROPOSED LIVING AREA TOTAL = 2,100



AVILA BEACH
AVILA BEACH DRIVE
BEACH COLONY ESTATES

LOT 12

ALLOWABLE LIVING AREA TOTAL = 2,100
PROPOSED LIVING AREA TOTAL = 2,100



AVILA BEACH
AVILA BEACH DRIVE
BEACH COLONY ESTATES


LOT 13

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 9, 2015

SUBJECT: Presentation and Review of Preliminary FY 2015-16 Budget

Recommendation:

1. Receive Preliminary Budget
2. Set Finance Committee Meeting as needed to review the Preliminary Budget for FY 2015-16
3. Advertise two weeks in advance for a public hearing and anticipated adoption of the Final Budget on July 14th, 2015.

Funding:

Revenues and Expenditures for FY 2015-16 are to be administered in accordance with the adopted budget.

Discussion:

Each year the District must prepare and adopt an operating and capital projects budget for the coming Fiscal Year. Typically, the Finance Committee reviews and comments on the Preliminary Budget prior to final adoption by the full Board. Staff will provide a summary of the preliminary FY 2015/16 operating budget and capital projects budget at our meeting on June 9th meeting.

Staff recommends that the Finance Committee be given an opportunity to review and comment on the Preliminary budget prior to the end of June, to incorporate the Board's comments. Staff anticipates that the Board will consider final adoption of the FY 2015/16 budget at the Board's July 14th, 2015 regularly scheduled meeting. Alternatively, a Special Board meeting could be scheduled prior to the July meeting.

A formal Public Hearing Notice will be published at least two weeks in advance of the July 14th, 2015 hearing date.

Avila Beach Community Services District

Preliminary

Draft

2015/16 Fiscal Year Budget

Presented to the Board of Directors

June 9, 2015

Peter Kelley, President
Steve Waldron, Vice President
John Janowicz
Shanna Richards
Lynn Helenius

Proposed by:

Brad Hagemann
General Manager/District Engineer

	14/15 Budget	14/15 Projected	15/16 Proposed	Difference between 15/16 Proposed & 14/15 Adopted
Revenue	0	0	0	0
Admin				
General	\$242,863	\$0	\$248,200	\$5,337
Sanitary	\$582,011	\$0	\$603,000	\$20,989
Water	\$493,588	\$0	\$526,500	\$32,912
Street Lights	\$15,800	\$0	\$15,800	\$0
Solid Waste	\$13,500	\$13,500	\$13,800	\$300
Combined	\$1,347,762	\$13,500	\$1,407,300	\$59,538

Anticipated increase in Revenue of \$37,959 with no projected increase from State Water Sales or Rate Increases

Expenses	14/15 Budget	14/15 Projected	15/16 Proposed	Difference between 15/16 Proposed & 14/15 Adopted
Admin Costs (to be split to funds)	\$207,740	\$0	\$189,389	(\$18,351)
Funds including Admin Split				
General 10%	\$179,739	\$157,801	\$185,099	\$5,360
Sanitary 45%	\$570,495	\$45,000	\$538,475	(\$32,020)
Water 35%	\$451,246	\$0	\$433,436	(\$17,810)
Street Lights 5%	\$23,887	\$12,500	\$22,969	(\$918)
Solid Waste 5%	\$10,387	\$0	\$9,469	(\$918)
Combined	\$1,235,754	\$215,301	\$1,189,449	(\$64,656)

Anticipated increase in expenditures of \$178,097 includes transfer of routine items from CIP to Operating Budget and additional expenses

Net Income / Loss without Depreciation \$112,008 (\$201,801) \$217,851

Depreciation (from Audit)	\$130,154	\$130,154	\$130,154	
Total Expenses including Depreciation	\$1,365,908	\$345,455	\$1,319,603	

Net Income / Loss including Depreciation (\$18,146) (\$331,955) \$87,697

**Avila Beach Community Services District
2015-16 Fiscal Year Budget**

Budget Summary

Avila Beach Community Services District

Budget

Combined Detail

Fiscal Year 2015/16

Combined	Admin	General	Sanitary	Water	Street Lights	Solid Waste	Total
Ordinary Income/Expense							
Income							
403 · Operating Revenue	0	0	350,000	450,000	0	13,800	813,800
405 · Late Charge Penalty	0	0	1,000	1,000	0	0	2,000
407 · Harbor Charges	0	0	40,000	0	1,200	0	41,200
409 · County Taxes	0	210,000	212,000	75,000	14,600	0	511,600
429 · Interest Income	0	3,000	0	0	0	0	3,000
439 · Plan Check Income	0	0	0	500	0	0	500
459 · Station Rent	0	32,000	0	0	0	0	32,000
469 · Installation Fees	0	0	0	0	0	0	0
479 · Contract Services	0	2,700	0	0	0	0	2,700
489 · Misc Income (Refunds/PWS)	0	500	0	0	0	0	500
Total Income	0	248,200	603,000	526,500	15,800	13,800	1,407,300
Expense							
500 · Payroll Expenses	35,000	0	0	0	0	0	35,000
503 · Payroll Taxes	560	0	0	0	0	0	560
504 · PERS	2,275	0	0	0	0	0	2,275
505 · Work Comp Insurance	854	0	0	0	0	0	854
507 · Health Insurance	12,000	0	0	0	0	0	12,000
508 · Director Compensation	0	0	0	0	0	0	0
509 · Training	3,000	0	0	0	0	0	3,000
513 · Safety Gear	0	0	450	50	0	0	500
515 · LAFCo Fees	4,300	0	0	0	0	0	4,300
517 · Dues & Subscriptions	3,000	0	500	500	0	0	4,000
521 · Insurance	0	4,800	5,000	4,803	0	0	14,603
529 · Telephone	2,400	0	3,000	0	0	0	5,400
531 · Office Supplies & Postage	4,000	0	1,500	1,200	0	0	6,700
532 · Chemicals	0	0	42,000	2,000	0	0	44,000
533 · Operating Supplies	0	0	2,600	6,000	0	0	8,600
534 · Small Tools	0	0	500	500	0	0	1,000
535 · Notices	1,000	0	100	200	0	0	1,300
536 · Critical Spare Parts	0	0	15,000	5,000	0	0	20,000
537 · Equip Repairs & Maintenance	2,000	0	10,000	5,000	1,000	0	18,000
538 · Generator Maintenance	0	0	2,500	0	0	0	2,500
539 · Yard Improvements	0	0	1,000	1,000	0	0	2,000
540 · Solids Handling	0	0	40,000	0	0	0	40,000
541 · Fuel & Travel	500	0	2,000	700	0	0	3,200
543 · Utilities	2,000	0	24,000	2,500	12,500	0	41,000
545 · Rent	0	0	0	0	0	0	0
547 · Weed Abatement	0	75	0	0	0	0	75
549 · Plan Checks	n/a	0	1,000	7,500	0	0	8,500
550 · Contract Labor	75,000	161,285	170,000	63,000	0	0	469,285
551 · Legal	25,000	0	3,000	2,000	0	0	30,000
552 · Fat Oil & Grease Program	0	0	3,000	0	0	0	3,000
553 · Engineering	0	0	40,000	25,000	0	0	65,000
554 · Management	10,000	0	0	0	0	0	10,000
555 · Accounting	6,500	0	0	0	0	0	6,500
556 · Regulatory Permit Compliance	0	0	25,000	10,000	0	0	35,000
557 · Lab Tests	0	0	50,000	2,000	0	0	52,000
561 · Permits & Fees	0	0	7,600	4,000	0	0	11,600
563 · Licenses	0	0	3,500	200	0	0	3,700
565 · State Water	0	0	0	99,000	0	0	99,000
567 · Lopez Water	0	0	0	125,000	0	0	125,000
571 · Miscellaneous	0	0	0	0	0	0	0
Sub total Operating Expense	189,389	166,160	453,250	367,153	13,500	0	1,182,752
Allocation of Admin Transfer		10%	45%	35%	5%	5%	
579 · Administrative Transfer	-189,389	18,939	85,225	66,286	9,469	9,469	0
Total Expense	0	185,099	538,475	433,439	22,969	9,469	1,182,752
170 · Fixed Assets Depreciation	0	0	100,474	29,680	0	0	130,154
Net Profit/ Loss	0	63,101	-35,949	63,381	-7,169	4,331	94,394

**Avila Beach Community Services District
2015-16 Fiscal Year Budget**

Administrative Fund

**Avila Beach Community Services District
Administration Budget**
Fiscal Year 2015/16

Ordinary Income/Expense	14/15 Budget	14/15 Projected	14/15 Comments	15/16 Proposed Budget	15/16 Comments
Administrative Income					
403 · Operating Revenue	0	0		0	
405 · Late Charge Penalty	0	0		0	
407 · Harbor Charges	0	0		0	
409 · County Taxes	0	0		0	
429 · Interest Income	0	0		0	
439 · Plan Check Income	n/a	n/a		0	
459 · Station Rent	0	0		0	
469 · Installation Fees	0	0		0	
479 · Contract Services	0	0		0	
489 · Misc Income	0	0		0	
Total Income	0	0		0	
Expense					
500 · Payroll Expenses	97,000			35,000	
503 · Payroll Taxes	1,552			560	
504 · PERS	22,561			2,275	
505 · Work Comp Insurance	2,367			854	
507 · Health Insurance	11,568			12,000	
508 · Director Compensation	0			0	
509 · Training	3,000			3,000	
513 · Safety Gear	0			0	
515 · LAFCo Fees	4,289			4,300	
517 · Dues & Subscriptions	3,000			3,000	
521 · Insurance	0			0	
529 · Telephone	2,400			2,400	
531 · Office Supplies & Postage	4,000			4,000	
532 · Chemicals	0			0	
533 · Operating Supplies	0			0	
535 · Notices	1,000			1,000	
537 · Equip Repairs & Maint	2,000			2,000	
539 · Yard Improvements	0			0	
541 · Fuel & Travel	500			500	
543 · Utilities	2,000			2,000	

**Avila Beach Community Services District
Administration Budget
Fiscal Year 2015/16**

Administrative	14/15 Budget	14/15 Projected	14/15 Comments	15/16 Proposed Budget	15/16 Comments
545 · Rent	9,003			0	
549 · Plan Checks	n/a			n/a	
550 · Contract Labor	0			75,000	Contract GM
551 · Legal	25,000			25,000	
553 · Engineering	0			0	
554 · Management	10,000			10,000	
555 · Accounting	6,500			6,500	
557 · Lab Tests	0			0	
581 · Permits & Fees	0			0	
563 · Licenses	0			0	
565 · State Water	0			0	
567 · Lopez Water	0			0	
571 · Miscellaneous	0			0	
579 · Administrative Transfer				0	
Total Expense	207,740	0		189,389	

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
increase in Legal due to management configuration

**Avila Beach Community Services District
2015-16 Fiscal Year Budget**

General Fund/Fire Department

Avila Beach Community Services District
General Budget
 Fiscal Year 2015/16

General	14/15 Budget	14/15 Projected	14/15 Comments	15/16 Proposed Budget	15/16 Comments
Ordinary Income/Expense					
Income					
403 · Operating Revenue	0				
405 · Late Charge Penalty	0				
407 · Harbor Charges	0				
409 · County Taxes	205,000			210,000	
429 · Interest Income	3,000			3,000	low interest rates
439 · Plan Check Income	n/a			0	
459 · Station Rent	31,663			32,000	5% increase per with lease
479 · Contract Services	2,700			2,700	
489 · Misc Income	500			500	
Total Income	242,863			248,200	
Expense					
500 · Payroll Expenses					
501 · Gross Wages	0	0	CDF Contract	0	
Total 500 · Payroll Expenses	0	0		0	
503 · Payroll Taxes					
503M · Medicare	0	0		0	
Total 503 · Payroll Taxes	0	0		0	
504 · PERS	0	0		0	
505 · Work Comp Insurance	0	0		0	
507 · Health Insurance	0	0		0	
513 · Safety Gear	0	0		0	
515 · LAFCo Fees	0	0		0	
517 · Dues & Subscriptions	0	0		0	
521 · Insurance	4,803	4,820	property & liability Coverage	4,800	see notes
529 · Telephone	0	0		0	
531 · Office Supplies & Postage	0	0		0	
532 · Chemicals	0	0		0	
533 · Operating Supplies	0	0		0	
535 · Notices	0	0		0	
539 · Maintenance	0	0		0	
541 · Fuel & Travel	0	0		0	

Avila Beach Community Services District
General Budget
 Fiscal Year 2015/16

General	14/15 Budget	14/15 Projected	14/15 Comments	15/16 Proposed Budget	15/16 Comments
543 · Utilities	0	0		0	
547 · Weed Abatement	75	75		75	
550 · Contract Labor	152,906	152,906		161,285	<i>in accordance with CDF Contract</i>
551 · Legal	0	0		0	
553 · Engineering	0	0		0	
554 · Management	0	0		0	
555 · Accounting	0	0		0	
557 · Lab Tests	0	0		0	
561 · Permits & Fees	0	0		0	
563 · Licenses	0	0		0	
565 · State Water	0	0		0	
567 · Lopez Water	0	0		0	
571 · Miscellaneous	0	0		0	
Sub Total Operating Expense	157,784	157,801		166,160	
579 · Administrative Transfer	21,955	0		18,939	10% of Admin Costs
Total Operating Expense	179,739	157,801		185,099	
Net Income/ Expense	63,124	-157,801		63,101	

Notes:

Anticipates insurance will drop slightly

**Avila Beach Community Services District
2015-16 Fiscal Year Budget**

Sanitary Fund

Avila Beach Community Services District
Sanitary Budget
 Fiscal Year 2015/16

Sanitary Ordinary Income/Expense	14/15 Budget	14/15 Projected	14/15 Comments	15/16 Proposed Budget	15/16 Comments
Income					
403 · Operating Revenue	330,000			350,000	25% rate increase
405 · Late Charge Penalty	1,000			1,000	
407 · Harbor Charges	40,000			40,000	
409 · County Taxes	211,011			212,000	
429 · Interest Income	0			0	
439 · Plan Check Income	0			0	
459 · Station Rent	0			0	
469 · Installation Fees	0			0	
479 · Contract Services	0			0	
489 · Misc Income	0			0	
Total Income	582,011	0		603,000	
Expense					
500 · Payroll Expenses					
501 · Gross Wages	0	0		0	
Total 500 · Payroll Expenses	0	0		0	
503 · Payroll Taxes					
503M · Medicare	0	0		0	
Total 503 · Payroll Taxes	0	0		0	
504 · PERS	0			0	
505 · Work Comp Insurance	0			0	
507 · Health Insurance	0			0	
513 · Safety Gear	450			450	
515 · LAFCo Fees	0			0	
517 · Dues & Subscriptions	500			500	
521 · Insurance	4,803			5,000	
529 · Telephone	3,000			3,000	SCADA line & plant line
531 · Office Supplies & Postage	1,500			1,500	
532 · Chemicals	42,000			42,000	approx 3500 per month
533 · Operating Supplies	2,600			2,600	
534 · Small Tools	500			500	
535 · Notices	100			100	
536 · Critical Spare Parts	15,000			15,000	

Avila Beach Community Services District
Sanitary Budget
 Fiscal Year 2015/16

Sanitary	14/15 Budget	14/15 Projected	14/15 Comments	15/16 Proposed Budget	15/16 Comments
537 · Equip Repairs & Maintenance	10,000			10,000	age of equipment
538 · Generator Maintenance	2,500			2,500	
539 · Yard Improvements	1,000			1,000	to allow for normal maint
540 · Solids Handling	40,000			30,000	Bio solids Disposal
541 · Fuel & Travel	2,000			2,000	
543 · Utilities	23,100			24,000	
Power					
Water, Sewer, Trash					
549 · Plan Checks	1,000			1,000	
550 · Contract Labor	165,830			170,000	FRM Contract anticipates 3% increase
551 · Legal	2,000			3,000	Anticipates additional support for permit renewal
552 · Fat Oil & Grease Program	3,000			3,000	ongoing program
553 · Engineering	40,000			40,000	
554 · Management	0				
555 · Accounting	0				
556 · Regulatory Permit Compliance	50,000			25,000	
557 · Lab Tests	50,000	45,000		50,000	
561 · Permits & Fees	7,316			7,600	anticipates 3% increase
563 · Licenses	3,500			3,500	
565 · State Water	0			0	
571 · Miscellaneous	0			0	
Sub Total Operating Expense	471,699	45,000		443,250	
579 · Administrative Transfer	98,796	0		85,225	45% of Admin Cost
Total Operating Expense	570,495	45,000		528,475	
170 · Fixed Assets Depreciation	100,474	100,474		100,474	
Net Income/ Expense	-88,958	-145,474		-25,949	

Notes:

**Avila Beach Community Services District
2015-16 Fiscal Year Budget**

Water Fund

**Avila Beach Community Services District
Water Budget
Fiscal Year 2015/16**

Water	14/15 Budget	14/15 Projected	14/15 Comments	15/16 Proposed Budget	15/16 Comments
Ordinary Income/Expense					
Income					
403 · Operating Revenue	418,888			450,000	10% rate increase
405 · Late Charge Penalty	1,000			1,000	
407 · Harbor Charges	0			0	
409 · County Taxes	73,200			75,000	
429 · Interest Income	0			0	
439 · Plan Check Income	500			500	
459 · Station Rent	0			0	
469 · Meter Installation	0			0	
479 · Contract Services	0			0	
489 · Misc Income	0			0	
Total Income	493,588	0		526,500	
Expense					
500 · Payroll Expenses					
501 · Gross Wages	0	0		0	
Total 500 · Payroll Expenses	0	0		0	
503 · Payroll Taxes					
503M · Medicare	0	0		0	
Total 503 · Payroll Taxes	0	0		0	
504 · PERS	0	0		0	
505 · Work Comp Insurance	0	0		0	
507 · Health Insurance	0	0		0	
513 · Safety Gear	50	0		50	
515 · LAFCo Fees	0	0		0	
517 · Dues & Subscriptions	500			500	
521 · Insurance	4,803			4,800	
529 · Telephone	0			0	
531 · Office Supplies & Postage	1,200			1,200	
532 · Chemicals	2,000			2,000	
533 · Operating Supplies	6,000			6,000	
534 · Small Tools	500			500	
535 · Notices	200			200	
536 · Critical Spare Parts	5,000			5,000	

Avila Beach Community Services District

Water Budget

Fiscal Year 2015/16

Water	14/15 Budget	14/15 Projected	14/15 Comments	15/16 Proposed Budget	15/16 Comments
537 · Equip Repairs & Maint	5,000			5,000	
539 · Yard Improvements	1,000			1,000	
541 · Fuel & Travel	700			700	
543 · Utilities	2,500			2,500	
549 · Plan Checks	7,500			7,500	
550 · Contract Labor	60,251			63,000	<i>FRM Contract anticipates 3% increase</i>
551 · Legal	2,000			2,000	<i>for water specific needs</i>
553 · Engineering	25,000			25,000	<i>Contract</i>
554 · Management	0			0	
555 · Accounting	0			0	
556 · Regulatory Permit Compliance	20,000			10,000	<i>Contract</i>
557 · Lab Tests	2,000			2,000	
561 · Permits & Fees	4,000			4,000	
563 · Licenses	200			200	
565 · State Water	99,000			99,000	<i>includes estimated buffer water cost</i>
567 · Lopez Water	125,000			125,000	<i>waiting for estimate</i>
568 · Water Reserve	0			0	
571 · Miscellaneous	0			0	
Sub Total Operating Expense	374,404	0		367,150	
579 · Administrative Transfer	76,842	0		66,286	<i>35% of Admin Cost</i>
Total Operating Expense	451,246	0		433,436	
170 · Fixed Assets Depreciation	29,680	29,680		29,680	
Net Income/ Expense	12,662	-29,680		63,384	

Notes:

**Avila Beach Community Services District
2015-16 Fiscal Year Budget**

Street Lighting Fund

Avila Beach Community Services District
Light Budget
 Fiscal Year 2015/16

Ordinary Income/Expense	Light	14/15 Budget	14/15 Projected	14/15 Comments	15/16 Proposed Budget	15/16 Comments
Income						
403 · Operating Revenue		0			0	
405 · Late Charge Penalty		0			0	
407 · Harbor Charges		1,200			1,200	
409 · County Taxes		14,600			14,600	
429 · Interest Income		0			0	
439 · Plan Check Income		0			0	
459 · Station Rent		0			0	
479 · Contract Services		0			0	
489 · Misc Income		0			0	
Total Income		15,800			15,800	
Expense						
500 · Payroll Expenses						
501 · Gross Wages		0	0		0	
Total 500 · Payroll Expenses		0	0		0	
503 · Payroll Taxes						
503M · Medicare		0	0		0	
Total 503 · Payroll Taxes		0	0		0	
504 · PERS		0	0		0	
505 · Work Comp Insurance		0	0		0	
507 · Health Insurance		0	0		0	
513 · Uniforms		0	0		0	
515 · LAFCo Fees		0	0		0	
517 · Dues & Subscriptions		0	0		0	
521 · Insurance		0	0		0	
529 · Telephone		0	0		0	
531 · Office Supplies & Postage		0	0		0	
532 · Chemicals		0	0		0	
533 · Operating Supplies		0	0		0	
537 · Repairs		0	0		0	

**Avila Beach Community Services District
Light Budget
Fiscal Year 2015/16**

Light	14/15 Budget	14/15 Projected	14/15 Comments	15/16 Proposed Budget	15/16 Comments
539 · Maintenance	1,000	0		1,000	
541 · Fuel & Travel	0	0		0	
543 · Utilities	12,500	12,500		12,500	
Town Lights		7,200			
Front Street		5,300			
550 · Contract Labor	0	0		0	
551 · Legal	0	0		0	
553 · Engineering	0	0		0	
554 · Management	0	0		0	
555 · Accounting	0	0		0	
557 · Lab Tests	0	0		0	
561 · Permits & Fees	0	0		0	
563 · Licenses	0	0		0	
565 · State Water	0	0		0	
567 · Lopez Water	0	0		0	
571 · Miscellaneous	0	0		0	
Sub Total Operating Expense	13,500	12,500		13,500	
579 · Administrative Transfer	10,387	0		9,469	5% of Admin Cost
Total Operating Expense	23,887	12,500		22,969	
Net Income/ Expense	-8,087	-12,500		-7,169	

**Avila Beach Community Services District
2015-16 Fiscal Year Budget**

Solid Waste Fund

Avila Beach Community Services District Solid Waste Budget

Fiscal Year 2015/16

Ordinary Income/Expense	14/15 Budget	14/15 Projected	14/15 Comments	15/16 Proposed Budget	15/16 Comments
Income					
403 · Operating Revenue	13,500	13,200		13,800	<i>approx 1100 per month</i>
405 · Late Charge Penalty	0			0	
407 · Harbor Charges	0			0	
409 · County Taxes	0			0	
429 · Interest Income	0			0	
439 · Plan Check Income	0			0	
459 · Station Rent	0			0	
479 · Contract Services	0			0	
489 · Misc Income	0			0	
Total Income	<u>13,500</u>	<u>13,200</u>		<u>13,800</u>	
Expense					
500 · Payroll Expenses					
501 · Gross Wages	0			0	
Total 500 · Payroll Expenses	<u>0</u>			<u>0</u>	
503 · Payroll Taxes					
503M · Medicare	0			0	
Total 503 · Payroll Taxes	<u>0</u>			<u>0</u>	
504 · PERS	0			0	
505 · Work Comp Insurance	0			0	
507 · Health Insurance	0			0	
513 · Uniforms	0			0	
515 · LAFCo Fees	0			0	
517 · Dues & Subscriptions	0			0	
521 · Insurance	0			0	
529 · Telephone	0			0	
531 · Office Supplies & Postage	0			0	
532 · Chemicals	0			0	
533 · Operating Supplies	0			0	
537 · Repairs	0			0	

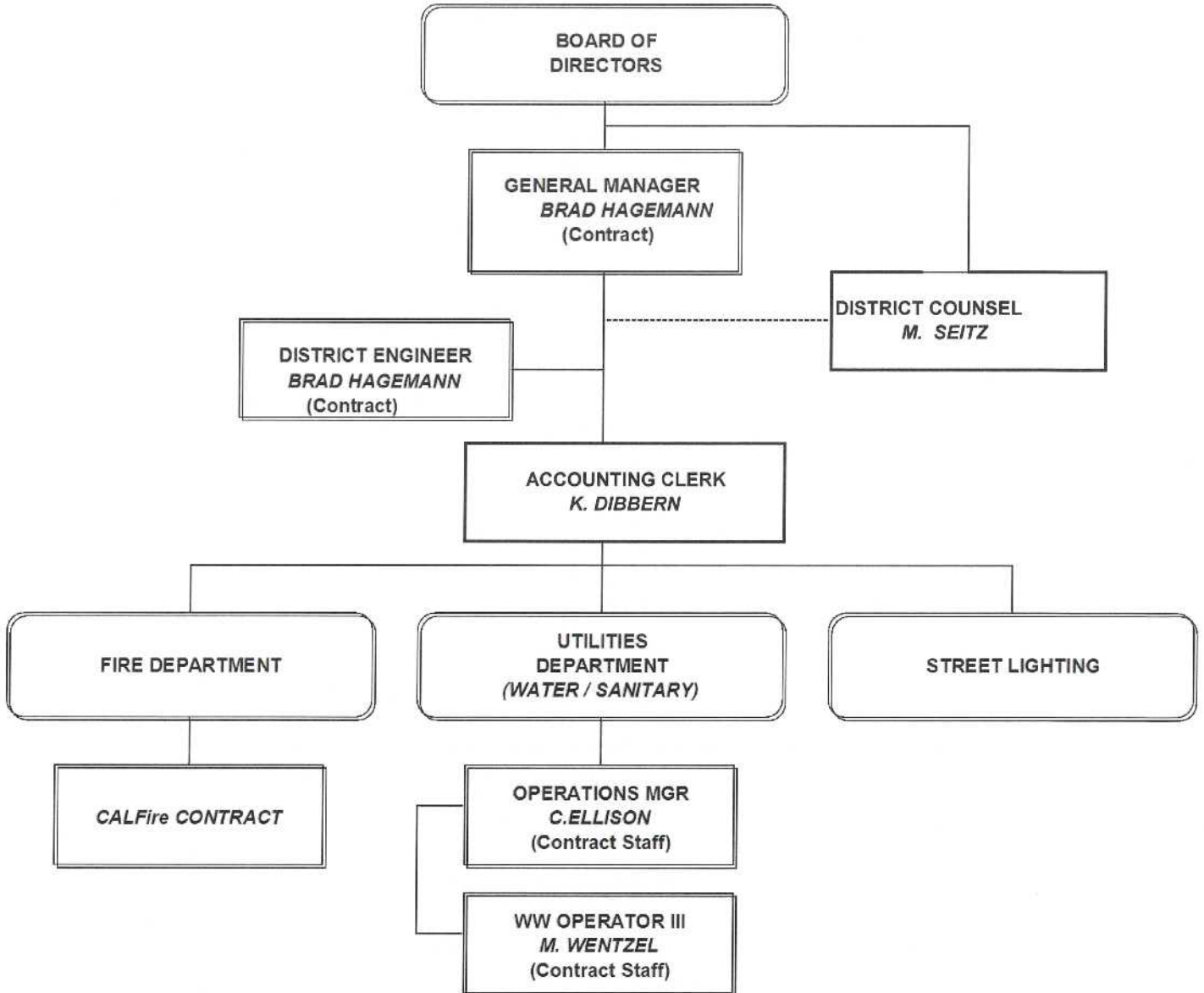
**Avila Beach Community Services District
Solid Waste Budget
Fiscal Year 2015/16**

	14/15 Budget	14/15 Projected	14/15 Comments	15/16 Proposed Budget	15/16 Comments
Solid Waste					
539 · Maintenance	0			0	
541 · Fuel & Travel	0			0	
543 · Utilities	0			0	
Town Lights	0				
Front Street	0				
550 · Contract Labor	0			0	
551 · Legal	0			0	
553 · Engineering	0			0	
554 · Management	0			0	
555 · Accounting	0			0	
557 · Lab Tests	0			0	
561 · Permits & Fees	0			0	
563 · Licenses	0			0	
565 · State Water	0			0	
567 · Lopez Water	0			0	
571 · Miscellaneous	0			0	
Sub Total Operating Expense	0			0	
579 · Administrative Transfer	10,387	0		9,469	5% of Admin Cost
Total Operating Expense	10,387	0		9,469	
Net Income/ Expense	3,113	13,200		4,331	

**Avila Beach Community Services District
2015-16 Fiscal Year Budget**

Table of Organization

AVILA BEACH COMMUNITY SERVICES DISTRICT
Table of Organization



**Avila Beach Community Services District
2015-16 Fiscal Year Budget**

Water and Sewer Rates

AVILA BEACH COMMUNITY SERVICES DISTRICT
SCHEDULE A

ABCSD ADOPTED MONTHLY RATE STRUCTURE EFFECTIVE 7/1/15

CLASS	WATER RATE		SEWER RATE		MINIMUM USE	WATER MINIMUM Existing	SEWER MINIMUM Existing	TOTAL MINIMUM Existing
	Existing		Existing					
RESIDENTIAL	\$9.85		\$8.98		5 UNITS	\$49.25	\$44.90	\$94.15
MULTI-FAMILY	\$9.85		\$9.49		5 UNITS	\$49.25	\$47.45	\$96.70
RESTAURANTS	\$9.85		\$12.93		5 UNITS	\$49.25	\$64.65	\$113.90
COMMERCIAL/PUBLIC	\$9.85		\$12.10		5 UNITS	\$49.25	\$60.50	\$109.75
INDUSTRIAL/LAUNDRY	\$9.85		\$13.80		5 UNITS	\$49.25	\$69.00	\$118.25

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

current rates set by Resolution 2014-07

**Avila Beach Community Services District
2015-16 Fiscal Year Budget**

Water and Sewer Capacity Fees

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

Type of Use	Existing Water Capacity Fee ^{1,2}	Equivalence to a 2-Bedroom SFR Unit ³	Scenario 1	Scenario 2
			Updated Capacity Fee Based on 2-Bedroom Equivalency	Updated Capacity Fee Based on 2-Bedroom Equivalency
Single Family Residence or Condominium, per Residence				
One Bedroom	\$4,780.57	0.67	\$3,442	\$4,301
Two Bedroom	\$7,170.86	1.00	\$5,163	\$6,452
Three Bedroom	\$9,561.15	1.33	\$6,884	\$8,602
Four Bedroom	\$11,951.43	1.67	\$8,605	\$10,753
Multi Dwelling				
One Bedroom	\$3,824.46	0.53	\$2,754	\$3,441
Two Bedroom	\$5,736.69	0.80	\$4,130	\$5,161
Three Bedroom	\$7,648.92	1.07	\$5,507	\$6,882
Mobile Home	\$4,780.57	0.67	\$3,442	\$4,301
Barber Shop (per chair)	\$1,912.23	0.27	\$1,377	\$1,720
Beauty Shop (per chair)	\$2,390.29	0.33	\$1,721	\$2,151
Dentist Office (per chair)	\$14,341.72	2.00	\$10,326	\$12,903
Department Store (per employee)	\$764.69	0.11	\$551	\$688
or, if larger, (per 1,000 square feet)	\$2,292.92	0.32	\$1,652	\$2,063
Drug Store	\$9,561.15	1.33	\$6,884	\$8,602
w/Fountain Service add	\$25,815.10	3.60	\$18,567	\$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 or 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 plying by \$17,057.09

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

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

Type of Use	Existing Water Capacity Fee**	Equivalence to a 2-Bedroom SFR Unit ³	Scenario 1	Scenario 2
			Updated Capacity Fee Based on 2-Bedroom Equivalency	Updated Capacity Fee Based on 2-Bedroom Equivalency
Single Family Residence or Condominium, per Residence				
One Bedroom	\$980.94	0.67	\$6,253	\$8,320
Two Bedroom	\$1,471.41	1.00	\$9,379	\$12,481
Three Bedroom	\$1,961.88	1.33	\$12,505	\$16,641
Four Bedroom	\$2,452.35	1.67	\$15,632	\$20,801
Multi Dwelling*				
One Bedroom	\$784.75	0.53	\$5,002	\$6,656
Two Bedroom	\$1,177.13	0.80	\$7,503	\$9,985
Three Bedroom	\$1,569.51	1.07	\$10,004	\$13,313
Mobile Home**	\$980.94	0.67	\$6,253	\$8,320
Barber Shop** (per chair)	\$392.38	0.27	\$2,501	\$3,328
Beauty Shop** (per chair)	\$490.47	0.33	\$3,126	\$4,160
Dentist Office** (per chair)	\$2,942.83	2.00	\$16,756	\$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
if Serving Meals add (per seat)	\$196.19	0.13	\$1,251	\$1,664
Laundry**	\$3,923.77	2.67	\$25,011	\$33,282
(per Standard washing machine)				
Meat Market**	\$196.19	0.13	\$1,251	\$1,664
(per 1,000 square feet of floor area)				
Motel or Hotel (per room)	\$490.47	0.33	\$3,126	\$4,160
Office Building**				
(per employee)	\$98.09	0.07	\$625	\$832
or, if larger, (per 1,000 square feet)	\$470.85	0.32	\$3,001	\$3,994
Physicians Office**	\$784.75	0.53	\$5,002	\$6,656
(per examining room)				
Restaurant**	\$78.46	0.05	\$500	\$666
(per seat at 20 gallons per day per seat)				
Theatre** (per seat)	\$11.77	0.01	\$75	\$100
Other non water intensive establishments**				
(per 500 gallons per day)	\$1,961.88	1.33	\$12,505	\$16,641
Boarding School, Elem (per student)	\$294.28	0.20	\$1,876	\$2,496
Boarding School, Senior (per student)	\$392.38	0.27	\$2,501	\$3,328
Church (per seat)	\$11.77	0.01	\$75	\$100
Country Club (per member)	\$96.09	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	\$4,982
Rooming House (per resident)	\$392.38	0.27	\$2,501	\$3,328
Summer Camps (per resident or camper)	\$235.43	0.16	\$1,501	\$1,997

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

2 For those uses not specifically included in the foregoing Schedule, and for hybrid uses, assessments shall be determined by calculating annual water usage of the use in acre feet and multiplying by the applicable acre foot rate for that use(s) under Paragraph A, B, or C of this section.

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

The following notes are applicable to the existing capacity fees:

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

**Avila Beach Community Services District
2015-16 Fiscal Year Budget**

Capital Equipment/Projects

Avila Beach Community Services District

Preliminary Draft

FISCAL YEAR 2015-16 BUDGET

MEMBERS OF THE BOARD OF DIRECTORS

Peter Kelley - President
Steve Waldron - Vice President
John Janowicz - Director
Shanna Richards – Director
Lynn Helenius – Director

Prepared By:

**Brad Hagemann, PE
District General Manager**

ESTABLISHED
FEB. 1997

2015/16 Fiscal Year Budget
Avila Beach Community Services District
Capital Equipment / Projects

Item Description	Total 5 Years	2015/16 1	2016/17 2	2017/18 3	2018/19 4	2020/21 5
Administration						
ADM-1 General Administrative Capital Equipment	\$ 15,500	\$ 6,500	\$ 2,500	\$ 1,500	\$ 2,500	\$ 2,500
Subtotal:	\$ 15,500	\$ 6,500	\$ 2,500	\$ 1,500	\$ 2,500	\$ 2,500
Water						
W-1 Storage System Improvements Phase 1 - Water Tank #1	\$ 30,000	\$ 30,000				
W-2 Water System Valve Replacement	\$ 375,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
W-3 Misc Water Line Replacements	\$ 150,000	\$ 50,000	\$ 50,000	\$ 50,000		
W-5 Lopez Booster Pumps	\$ 125,000	\$ 50,000	\$ 75,000			
	\$ 0.00					
	\$ 0.00					
Subtotal:	\$ 680,000	\$ 205,000	\$ 200,000	\$ 125,000	\$ 75,000	\$ 75,000
Wastewater						
WW-1 Secondary Treatment Expansion at WWTP	\$ 1,525,000	\$ 75,000	\$ 250,000	\$ 1,200,000		
WW-2 Effluent Line Repair	\$ 40,000	\$ 40,000				
WW-3 Chlorination System Improvements	\$ 50,000	\$ 50,000				
WW-4 Wastewater Collection Line Repair Contingency	\$ 120,000	\$ 20,000		\$ 50,000		\$ 50,000
WW-5 Influent Wet Well Coating Repairs	\$ 60,000	\$ 60,000				
WW-6 Pump Room Improvements at WWTP	\$ 15,000	\$ 15,000				
WW-7 Miscellaneous Wastewater Projects	\$ 325,000	\$ 25,000	\$ 100,000	\$ 100,000	\$ 100,000	
WW-8 San Luis Street & Avila Drive Sewer Replacement	\$ 350,000	\$ 350,000				
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				\$ 150,000	
WW-F6 San Miguel Street Sewer Line Replacement	\$ 500,000				\$ 500,000	
Subtotal:	\$ 3,460,000	\$ 660,000	\$ 350,000	\$ 1,550,000	\$ 850,000	\$ 50,000
Street Lighting						
L-1 Repair or Replace Lights and Electrical Systems (As Needed)	\$ 37,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
Subtotal:	\$ 37,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
Total Capital Equipment / Projects by Fiscal year:		\$ 879,000	\$ 560,000	\$ 1,684,000	\$ 935,000	\$ 135,000
Total 5-Year Capital Equipment / Projects		\$ 4,193,000				

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

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

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)