

AVILA BEACH COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA. 93424
Meeting Room and Office – 100 San Luis Street, Avila Beach
Telephone (805) 595-2664 FAX (805) 595-7623
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SPECIAL BOARD MEETING

1 PM Tuesday, May 21st, 2024

**STAFF AND PUBLIC MAY PARTICIPATE IN THIS MEETING IN PERSON AT THE
ADDRESS ABOVE OR, VIA TELECONFERENCE AND/OR ELECTRONICALLY.**

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

Meeting ID: 411 178 7571

Password: No Password Required.

BY PHONE: 1-669-900-9128

In accordance with Government Code Section 54953(b), this agenda will be posted at the above teleconference location and this location will be accessible to the public.

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

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

Pete Kelley, President
Ara Najarian, Vice President
Kristin Berry, Director
Howie Kennett, Director
John Janowicz, Director

3. **PUBLIC COMMENT**

Members of the public wishing to comment or bring forward any items concerning District operations **which do not appear on today's agenda** may address the Board now. Please state your 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**

County Reports

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

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

5. CONSENT ITEMS:

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

- A. Minutes of April 9th, 2024, Regular Board Meeting
- B. Monthly Financial Review for April 2024
- C. General Manager and District Engineer Report
- D. Water and Wastewater Operations Reports for April 2024

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. PUBLIC HEARING: Consider Adoption of Fiscal Year 2024/25 Budget

(Action Required: Receive Report, Open Public Hearing; Consider Adoption of Resolution No. 2024-06 Appropriations Limitations and Resolution No. 2024-07 Adopting a Final Fiscal Year 2024/25 Budget)

B. Consider Opening an Investment Account California Class

(Action Required: Receive Report, Consider Adoption of Resolution No 2024-07)

8. COMMUNICATIONS/ CORRESPONDENCE

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

9. ADJOURN

The next Regular Board meeting is scheduled for Tuesday, June 12th, 2024 at 1:00 P.M.

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

Over the next month please watch for your green grass to stop growing and when it does, please start your vegetation clearance around your home. Please complete mowing before 11AM.

5. CONSENT ITEMS

Director Kennett made a motion to approve the Consent Items except for the approval of the February 13th meeting minutes. It was seconded by Director Janowicz and passed with a roll call vote 5-0.

AYES: Kristin Berry
Howie Kennett
Pete Kelley
Ara Najarian
John Janowicz

NOES: None

ABSENT: None

Director Janowicz made a motion to approve the Consent Item for the February 13th meeting minutes. It was seconded by Director Kelley and passed with a roll call vote 3-0.

AYES: Howie Kennett
Pete Kelley
John Janowicz

NOES: None

ABSENT: None

ABSTAINED: Ara Najarian
Kristin Berry

6. DISCUSSION OF PULLED CONSENT ITEMS: None

7. BUSINESS ITEMS:

A. Annual Audit for FY 2022-23

Jonathan Abadesco of Fedak and Brown, LLC presented findings and conclusions for the FY 2022-23 Financial Audit to the Board. Jonathan reported that it was a “clean audit” with no significant findings. Director Najarian made the motion to approve the FY 2022-23 Audit. It was seconded by Director Berry and passed with a roll call vote 5-0.

AYES: Howie Kennett
John Janowicz
Pete Kelley
Ara Najarian
Kristin Berry

NOES: None

ABSENT: None

B. Weed Abatement Resolution No 2024-04

GM Hagemann recommended the Board adopt Resolution 2024-04 to declare weeds a nuisance in the District and have residents abate the weeds on their property. Cal Fire will perform an inspection in mid-June for compliance. A motion was made by Director Najarian to adopt Resolution 2024-04. The motion was seconded by Director Janowicz and passed with a roll call vote 5 – 0.

AYES: Ara Najarian
John Janowicz
Kristin Berry
Howie Kennett
Pete Kelley

NOES: None

ABSENT: None

C. FY 2024-25 Preliminary Budget.

GM Hagemann summarized the preliminary budget staff report with a Power Point presentation. The Board directed staff to prepare the final draft of the budget and to schedule the Budget Public Hearing for May 21st, 2024, at 1:00 PM with no rate increase for water and sewer customers.

D. Revision to County Long Term Encroachment Permit for Maintenance for the “Welcome to Avila” Sign on San Miguel and Avila Beach Drive.

In late 2022 the County Public Works Department sent an email asking if the CSD would agree to maintain the existing “Welcome to Avila Beach” sign at the corner of Avila Beach Drive and San Miguel Street. It was the Public Works Department’s understanding that the sign was located on County right of way, but the County did not want to be responsible for maintaining the sign

The County would now like to revise the Encroachment Permit because a portion of the sign is on private property, not County property. The property owner has agreed to move the sign off his property, approximately 7 - 8 feet closer to the intersection (relocation map attached). The Avila Valley Advisory Committee is in agreement. The CSD, does not have any jurisdiction or ownership of the property and moving the sign does not present any issues to the CSD’s agreement to maintain the sign and landscaping. Informational item only. No formal action was taken.

ADJOURNMENT: The meeting was adjourned at approximately 2:35 PM.

The next meeting is scheduled for Tuesday, May 21st, 2024, at 1:00 PM.

These minutes are not official nor a permanent part of the records until approved by the Board of Directors at their next meeting.


Respectfully submitted,

Brad Hagemann, PE
General Manager

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

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: May 21st, 2024

SUBJECT: Monthly Financial Review for April

Recommendation:

Receive and file report.

Overall Monthly Summary

During the month of April, the District deposited \$180,409.12 and incurred \$171,439.98 in expenses (cash basis). Deposits included \$50,287.46 in County Tax Revenue. A large portion of those expenses are for fire protection services to Cal Fire in the amount of \$62,488.55. Water and sewer revenue for the month of April was \$84,066.22.

Detailed financial reports including a Balance Sheets, Checks by Fund and Profit and Loss Sheets are provided for your information for April.

Utility Service Billing

The District billed approximately \$83,026.28 in water and sewer service charges in April. Customer Rate Assistance reduced billing charges to the District in the amount of \$889.94.

Avila Beach Community Services District
Checks by Fund w/Accounts
 April 2024

05/01/24

Type	Date	Num	Name	Memo	Account	Amount	Balance	
General / Admin								
Check	04/01/2024	3809	Hagemann & Associates	Contract Labor 3.10.24 - 3.23.24 Inv. 1241 GM ...	6506 · Contract Labor GM	3,750.00	3,750.00	
Check	04/04/2024	ACH	SDRMA Health	March Health Ins Member # 7017 Ref # H4432...	5242 · Health Ins / Other	5,157.57	8,907.57	
Check	04/05/2024		American Express Discount		5110 · Amex	9.00	8,916.57	
Check	04/08/2024	AutoP...	Coastline Cleaning Co.	Office Maintenance	6542 · Maintenance	165.00	9,081.57	
Check	04/08/2024	AutoP...	Coastline Cleaning Co.	Exterior Cleaning	6542 · Maintenance	25.00	9,106.57	
Check	04/08/2024		InvoiceCloud	Invoice Cloud merchant fees	5140 · Invoice Cloud	396.09	9,502.66	
Check	04/10/2024	3811	Nikki Engle Bookkeeping	Inv. 3579 3.29.24	6102 · Accounting	1,332.50	10,835.16	
Check	04/10/2024	3812	Price, Postal & Parma LLC	Inv. . 211985 4.3.24	6135 · Legal	23.00	10,858.16	
Check	04/15/2024		Acct Analysis Fee		6115 · Bank Service Ch...	47.86	10,906.02	
Check	04/18/2024	ACH	SDRMA Health	To Be Refunded 4/23/24 BH Email March Healt...	5242 · Health Ins / Other	5,157.57	16,063.59	
Check	04/22/2024	EFT	PG&E	100 San Luis St. District Office	6590 · Utilities	196.24	16,259.83	
Check	04/22/2024	3819	Creative Technologies, Inc.	Customer Number 849 Inv. 2024-00266 Run D...	6142 · Postage & Shipping	179.52	16,439.35	
Check	04/22/2024	3822	CJ Brown & Company CP...	Audit (June 2023)	6103 · Accounting Audit	2,504.00	18,943.35	
Check	04/22/2024	3559	SLO CO Fire Department	FY 2023/24 Actuals	6600 · Cal Fire Contract ...	62,488.55	81,431.90	
Check	04/23/2024		Window Wear	Inv # 2370	6143 · Supplies, Office	60.00	81,491.90	
Check	04/24/2024	3826	Nikki Engle Bookkeeping	Inv. 3587 4.10.24	6102 · Accounting	1,332.50	82,824.40	
Check	04/26/2024	EFT	Five Star Mastercard	FS MC AutoPay	2140 · Five Star MC Con...	6,399.34	89,223.74	
Check	04/29/2024	3829	Hagemann & Associates	Inv. 1243 4/26/24 Contract Labor GM	6506 · Contract Labor GM	4,500.00	93,723.74	
Check	04/29/2024	3829	Hagemann & Associates	Inv. 1244 4/27/24 Contract Labor GM	6506 · Contract Labor GM	4,050.00	97,773.74	
Check	04/30/2024	3830	Teresa Klostermann	Admin Contract Services April Statement - Rec...	6504 · Admin Contract S...	1,725.00	99,498.74	
Total General / Admin							99,498.74	99,498.74
Lights								
Check	04/01/2024	EFT	PG&E	Town Lights acct # 0690976984-3	6590 · Utilities	516.95	516.95	
Check	04/01/2024	EFT	PG&E	Colony Lights acct # 5992155362-0	6590 · Utilities	153.58	670.53	
Check	04/22/2024	EFT	PG&E	Front St. Lights acct# 5796765606-7	6590 · Utilities	437.63	1,108.16	
Total Lights							1,108.16	1,108.16
Sanitary								
Check	04/01/2024	3809	Hagemann & Associates	Contract Labor Sani System	6507 · Contract Labor Ci...	1,950.00	1,950.00	
Check	04/01/2024	3810	SLO CO Air Pollution Cont...	Inv. 23585 MBR Unit March - December 2024	6555 · Permits & Fees	971.10	2,921.10	
Check	04/10/2024	3813	NVIRO	Wastewater Plant Operations Inv 3703 3.15.24...	6505 · Contract Labor O ...	2,182.50	5,103.60	
Check	04/10/2024	3815	Miners Ace Hardware	Acct. 126380 Statement 3.31.24	6550 · Operating Supplies	335.36	5,438.96	
Check	04/10/2024	3814	Brenntag Pacific, Inc.	BPI 418838 3.28.24	6503 · Chemicals	1,508.42	6,947.38	
Check	04/10/2024	3816	Speed's, Inc.	Inv #72324 4.5.24 Solids Handling	6580 · Solids Handling	2,707.20	9,654.58	
Check	04/16/2024	EFT	AT&T	acct # x 0885 Internet	6585 · Telephone / Inter...	127.00	9,781.58	
Check	04/17/2024	EFT	AT&T	Waste Water Plant acct # 0404279997-5 2850 ...	6590 · Utilities	74.90	9,856.48	
Check	04/22/2024	EFT	PG&E	Lift Station acct# 6338432238-2	6590 · Utilities	6,680.47	16,536.95	
Check	04/22/2024	EFT	PG&E	BPI3563536 4.15.24	6590 · Utilities	245.89	16,782.84	
Check	04/22/2024	3818	Brenntag Pacific, Inc.	BPI3572955 4.15.24	6503 · Chemicals	2,138.15	18,920.99	
Check	04/22/2024	3818	Brenntag Pacific, Inc.	BPI3572955 4.15.24	6503 · Chemicals	1,884.73	20,805.72	
Check	04/22/2024	3820	USA Bluebook	Inv. 00333013 4.12.24	6520 · Equipment Repai...	607.74	21,413.46	
Check	04/22/2024	3821	Oilfield Environmental & C...	Lab Testing A240425 4/14/24	6540 · Lab Tests	2,706.00	24,119.46	
Check	04/22/2024	3823	NATIONAL OILWELL VAR...	Inv. 6288701	6522 · Equip. Rep. & Ma...	8,107.96	32,227.42	

**Avila Beach Community Services District
Checks by Fund w/Accounts**

April 2024

05/01/24

Type	Date	Num	Name	Memo	Account	Amount	Balance	
Check	04/22/2024	3823	NATIONAL OILWELL VAR...	Inv. 6319465	6522 · Equip. Rep. & Ma...	182.35	32,409.77	
Check	04/22/2024	3823	NATIONAL OILWELL VAR...	Inv. 6304828	6522 · Equip. Rep. & Ma...	31.47	32,441.24	
Check	04/23/2024	3824	Brenntag Pacific, Inc.	BPI423676 4.18.24	6503 · Chemicals	1,752.00	34,193.24	
Check	04/24/2024	3827	NVIRO	Inv 3765 3.29.24 Contract Services	6505 · Contract Labor O ...	4,009.38	38,202.62	
Check	04/24/2024	3828	Speed's, Inc.	Inv #72431 4.19.24 Solids Handling	6580 · Solids Handling	2,612.63	40,815.25	
Check	04/29/2024	3829	Hagemann & Associates	Inv. 1243 4/26/24 Contract Labor Sani System	6507 · Contract Labor Ci...	2,100.00	42,915.25	
Check	04/29/2024	3829	Hagemann & Associates	Inv. 1244 4/27/24 Contract Labor Sani System	6507 · Contract Labor Ci...	600.00	43,515.25	
Check	04/30/2024	ADJ	BALANCE ADJUSTMENT	CC BALANCE ADJ CCS	1280 · Water & Sewer Bi...	73.34	43,588.59	
Total Sanitary							43,588.59	43,588.59
Water								
Check	04/01/2024	3809	Hagemann & Associates	Contract Labor Water System	6507 · Contract Labor Ci...	750.00	750.00	
Check	04/01/2024		Return Item Debit	Duplicate Deposit Ck Returned Avila Oaks HO...	1280 · Water & Sewer Bi...	146.69	896.69	
Check	04/03/2024		Paymenttech		5120 · Chase Paymenttech	9.72	906.41	
Check	04/03/2024		Paymenttech		5120 · Chase Paymenttech	4.28	910.69	
Check	04/03/2024		Paymenttech		5120 · Chase Paymenttech	2.58	913.27	
Check	04/04/2024		Paymenttech		5120 · Chase Paymenttech	3.37	916.64	
Check	04/08/2024		Paymenttech		5120 · Chase Paymenttech	1.42	918.06	
Check	04/09/2024		Paymenttech		5120 · Chase Paymenttech	1.61	919.67	
Check	04/10/2024	3817	USA Bluebook	Inv. 00317894 3.27.24	6520 · Equipment Repai...	69.57	989.24	
Check	04/10/2024	3817	USA Bluebook	Inv. 00324538 4.3.24	6524 · Equip. Rep. & Mai...	229.73	1,218.97	
Check	04/10/2024		Paymenttech		5120 · Chase Paymenttech	2.08	1,221.05	
Check	04/10/2024		Paymenttech		5120 · Chase Paymenttech	2.66	1,223.71	
Check	04/12/2024		Paymenttech		5120 · Chase Paymenttech	1.39	1,225.10	
Check	04/15/2024		Paymenttech		5120 · Chase Paymenttech	1.82	1,226.92	
Check	04/17/2024		Paymenttech		5120 · Chase Paymenttech	1.80	1,228.72	
Check	04/18/2024		Paymenttech		5120 · Chase Paymenttech	1.39	1,230.11	
Check	04/19/2024		Paymenttech		5120 · Chase Paymenttech	3.27	1,233.38	
Check	04/22/2024	EFT	PG&E	1717 Cave Landing	6590 · Utilities	228.37	1,461.75	
Check	04/22/2024		Paymenttech		5120 · Chase Paymenttech	3.79	1,465.54	
Check	04/23/2024		Paymenttech		5120 · Chase Paymenttech	73.41	1,538.95	
Check	04/24/2024	3825	Ferguson Enterprises	Customer # 830775 Inv. 5019131	6550 · Operating Supplies	66.45	1,605.40	
Check	04/24/2024		Paymenttech		5120 · Chase Paymenttech	1.16	1,606.56	
Check	04/29/2024	3829	Hagemann & Associates	Inv. 1243 4/26/24 Contract Labor Water System	6507 · Contract Labor Ci...	1,050.00	2,656.56	
Check	04/29/2024	3829	Hagemann & Associates	Inv. 1244 4/27/24 Contract Labor Water System	6507 · Contract Labor Ci...	600.00	3,256.56	
Check	04/30/2024		Paymenttech		5120 · Chase Paymenttech	1.21	3,257.77	
Check	04/30/2024	ADJ	BALANCE ADJUSTMENT	CC BALANCE ADJ CCS	1280 · Water & Sewer Bi...	73.35	3,331.12	
Total Water							3,331.12	3,331.12
TOTAL						147,526.61	147,526.61	

Avila Beach Community Services District
Balance Sheet
 As of April 30, 2024

	<u>Apr 30, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash Summary	
1005 · Customer Cash	358.94
1008 · Petty Cash	105.12
1010 · Pacific Premier Checking	146,495.37
1015 · Five Star Bank Checking	710,345.92
1017 · Five Star Bank MM	205,619.74
1050 · LAIF	4,107,139.68
	<hr/>
Total 1000 · Cash Summary	5,170,064.77
	<hr/>
Total Checking/Savings	5,170,064.77
Accounts Receivable	
1200 · *Accounts Receivable	193,428.64
	<hr/>
Total Accounts Receivable	193,428.64
Other Current Assets	
1250 · Receivables	
1255 · Interest Receivable	7,280.62
1270 · Taxes Receivable	57,104.14
1280 · Water & Sewer Billings	
1282 · Other 2 EI Dorado Billings	-19,861.05
1281 · Other 1 EI Dorado Billings	-4,154.42
1280 · Water & Sewer Billings - Other	114,743.25
	<hr/>
Total 1280 · Water & Sewer Billings	90,727.78
	<hr/>
Total 1250 · Receivables	155,112.54
1400 · Prepaid Summary	
1410 · Prepaid Insurance	-11,889.46
	<hr/>
Total 1400 · Prepaid Summary	-11,889.46
	<hr/>
Total Other Current Assets	143,223.08
	<hr/>
Total Current Assets	5,506,716.49
Fixed Assets	
1670 · Vehicles - Admin	
1671 · 2023 Ford F150 Cost	53,960.62
1672 · 2023 Ford F150 Acc Depr	-10,792.12
1670 · Vehicles - Admin - Other	286.40
	<hr/>
Total 1670 · Vehicles - Admin	43,454.90
1600 · Fixed Assets & Acc. Depr.	
1605 · Office Equipment	

Avila Beach Community Services District
Balance Sheet
 As of April 30, 2024

	<u>Apr 30, 24</u>
1606 · Copier Samsung 2012	8,233.58
1609 · Office Equipment Accum Depr	<u>-16,373.00</u>
Total 1605 · Office Equipment	-8,139.42
1610 · Fixed Asset -Office & Admin.	
1612 · Office Furniture cost	4,526.21
1614 · Office Furniture Accum Dep.	<u>-4,526.21</u>
Total 1610 · Fixed Asset -Office & Admin.	0.00
1620 · Fixed Assets - Sanitary	
1622 · Land	60,334.10
1626 · Collection Assets	
1627 · Collection Assets Cost	1,517,267.58
1628 · Collect Assets Accum Depr	<u>-593,752.02</u>
Total 1626 · Collection Assets	923,515.56
1630 · Disposal Equipment	
1631 · Disposal Equip Cost	611,174.66
1632 · Disposal Equip Accum Depr	<u>-376,478.88</u>
Total 1630 · Disposal Equipment	234,695.78
1634 · Other Equipment	
1634a · Other Equipment Cost	<u>6,973.40</u>
Total 1634 · Other Equipment	6,973.40
1635 · Treatment Plant	
1636 · Treatment Plant Original	105,000.00
1637 · Treatment Plant Addition	2,049,098.30
1638 · Treatment Plant Accum Dep	<u>-1,519,694.40</u>
Total 1635 · Treatment Plant	634,403.90
1642 · Treatment Equipment	
1643 · Treatment Equip Cost	1,087,410.54
1644 · Treatment Equip Accum Depr	-787,343.49
1642 · Treatment Equipment - Other	<u>205,485.61</u>
Total 1642 · Treatment Equipment	505,552.66
Total 1620 · Fixed Assets - Sanitary	2,365,475.40
1650 · Fixed Assets - Water	
1652 · Equipment	
1653 · Equipment Cost	21,136.28
1654 · Equipment Accum Depr	<u>-21,136.28</u>

Avila Beach Community Services District
Balance Sheet
 As of April 30, 2024

	<u>Apr 30, 24</u>
Total 1652 · Equipment	0.00
1656 · Distribution Assets	
1657 · Distribution Assets Cost	1,270,572.25
1658 · Dist Assets Accum Depr	<u>-755,498.34</u>
Total 1656 · Distribution Assets	<u>515,073.91</u>
Total 1650 · Fixed Assets - Water	515,073.91
1680 · Structures - Fixed Asset	
1681 · Structures GFAAG - Sani & FA	164,414.58
1682 · Gen / Fire Accum Dep	<u>-109,252.42</u>
Total 1680 · Structures - Fixed Asset	55,162.16
1690 · Construction in Progress	<u>2,220,035.96</u>
Total 1600 · Fixed Assets & Acc. Depr.	<u>5,147,608.01</u>
Total Fixed Assets	5,191,062.91
Other Assets	
1800 · Deferred Outflows of Resources	<u>28,724.00</u>
Total Other Assets	<u>28,724.00</u>
TOTAL ASSETS	<u><u>10,726,503.40</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2140 · Five Star MC Control x0557	
2141 · FS MC BH x8624	30,917.65
2142 · FS MC SP x6340	18,874.88
2143 · FS MC KD x3018	381.25
2140 · Five Star MC Control x0557 - Other	<u>-40,604.11</u>
Total 2140 · Five Star MC Control x0557	<u>9,569.67</u>
Total Credit Cards	9,569.67
Other Current Liabilities	
2200 · Payroll Liabilities	
2240 · Health Insurance	
2241 · Employee	<u>3,360.00</u>
Total 2240 · Health Insurance	3,360.00
2250 · PERS Liability	1,845.04
2255 · Accrued Interest FB Auditor	71,347.50
2260 · Vacation Payable	5,441.96

Avila Beach Community Services District
Balance Sheet
As of April 30, 2024

	<u>Apr 30, 24</u>
2262 · Sick Pay Accrued	12,335.12
Total 2200 · Payroll Liabilities	94,329.62
2300 · Deposits Held	
2303 · Water Deposits Held	7,640.00
Total 2300 · Deposits Held	7,640.00
Total Other Current Liabilities	101,969.62
Total Current Liabilities	111,539.29
Long Term Liabilities	
2400 · Net Pension Liability	92,927.00
2450 · U.S. Bank Loan WWTP	2,608,366.02
2500 · Deferred Inflows of Resources	86,221.00
2999 · Unbalanced Classes	-3,637,745.91
Total Long Term Liabilities	-850,231.89
Total Liabilities	-738,692.60
Equity	
3000 · Opening Bal Equity	-17,611.15
3900 · Retained Earnings	11,138,529.18
Net Income	344,277.97
Total Equity	11,465,196.00
TOTAL LIABILITIES & EQUITY	10,726,503.40

	<u>Apr 24</u>
Ordinary Income/Expense	
Income	
4000 · Income Summary	
4010 · Operating Revenue	84,066.22
4012 · Solid Waste Franchise Fee	1,925.99
4030 · County Taxes	50,287.46
4600 · Interest Income	44,129.45
	<hr/>
Total 4000 · Income Summary	180,409.12
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Total Income	180,409.12
	<hr/>
Gross Profit	180,409.12
Expense	
5100 · Merchant Credit Card Fees	
5110 · Amex	9.00
5120 · Chase Paymentech	116.96
5140 · Invoice Cloud	396.09
	<hr/>
Total 5100 · Merchant Credit Card Fees	522.05
5200 · Payroll Expenses	
5210 · Gross Wages	
5213 · Overtime Pay	180.00
5211 · Regular Pay	11,114.97
5212 · Holiday Pay	0.00
5214 · Sick Pay	360.00
5216 · Vacation Pay	248.46
	<hr/>
Total 5210 · Gross Wages	11,903.43
5230 · Payroll Taxes	166.32
5240 · Health & Medical Exp.	
5242 · Health Ins / Other	11,645.14
	<hr/>
Total 5240 · Health & Medical Exp.	11,645.14
5250 · PERS Company Pd Expense	
5255 · PERS Co Pd Shawn	527.78
5256 · PERS Co Pd Kristi	394.74
	<hr/>
Total 5250 · PERS Company Pd Expense	922.52
5280 · Payroll Administration & Misc.	117.28
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Avila Beach Community Services District
Profit & Loss
April 2024

	<u>Apr 24</u>
Total 5200 · Payroll Expenses	24,754.69
6000 · Administrative Overheads	
6102 · Accounting	2,665.00
6103 · Accounting Audit	2,504.00
6115 · Bank Service Charges	47.86
6120 · Dues & Subscriptions	68.00
6135 · Legal	23.00
6140 · Office Supplies & Postage	
6142 · Postage & Shipping	360.10
6143 · Supplies, Office	107.27
Total 6140 · Office Supplies & Postage	467.37
6150 · Rate Assistance	889.94
6160 · Training	20.00
6167 · Uniforms	178.36
6170 · Website	249.00
Total 6000 · Administrative Overheads	7,112.53
6500 · Operating Expenses	
6503 · Chemicals	7,581.43
6504 · Admin Contract Services	1,725.00
6505 · Contract Labor O & M	6,191.88
6506 · Contract Labor GM	12,300.00
6507 · Contract Labor Civil Engineer	7,050.00
6510 · Critical Spare Parts	205.91
6518 · Equipment Expense	5,185.06
6520 · Equipment Repair & Maint.	
6522 · Equip. Rep. & Maint-Avila & HD	8,321.78
6524 · Equip. Rep. & Maint. Avila Only	689.46
6520 · Equipment Repair & Maint. - O...	677.31
Total 6520 · Equipment Repair & Maint.	9,688.55
6528 · Gas & Oil	459.33
6535 · Insurance P/L	5,706.93
6540 · Lab Tests	2,706.00
6542 · Maintenance	400.00
6550 · Operating Supplies	802.72
6555 · Permits & Fees	971.10
6572 · Security	409.50
6580 · Solids Handling	5,319.83
6585 · Telephone / Internet	426.86
6590 · Utilities	8,634.81

2:11 PM
05/01/24
Accrual Basis

Avila Beach Community Services District
Profit & Loss
April 2024


	<u>Apr 24</u>
6591 · Yard Maintenance	<u>797.25</u>
Total 6500 · Operating Expenses	76,562.16
6600 · Cal Fire Contract Labor	<u>62,488.55</u>
Total Expense	<u>171,439.98</u>
Net Ordinary Income	<u>8,969.14</u>
Net Income	<u><u>8,969.14</u></u>

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: May 21, 2024

SUBJECT: General Manager/District Engineer Report

Zone 3 Technical Advisory Committee (TAC)

The Zone 3 Technical Advisory Committee last met on May 8th, 2024. The agenda packet for the meeting is provided as an attachment to this Staff Report. The TAC's next meeting is scheduled for June 12, 2024. As of this writing (May 16, 2024), the Lopez reservoir is at 100.1% of capacity with 49,513 AF in storage with no spillway discharge. We have had about 29" of rain accumulation for year at the Lopez Reservoir, which is 144% of the average for this time of year.

The Zone 3 Advisory Committee last met on May 16, 2024. The agenda packet for the May 16, 2024 meeting is provided as an attachment to this staff report.

Encroachment Permit amendment for "Welcome to Avila Beach" sign on the corner of San Miguel and Avila Beach Drive

Staff has been working with San Luis Obispo County Public Works staff and the property owner at the corner of San Miguel Street and Avila Beach Drive to amend the existing long-term encroachment permit issued to the District for the maintenance of the "Welcome to Avila Beach" sign. The County discovered that the existing sign was located on private property and the property owner now desires to re-locate the sign to accommodate a proposed single-family residence on the lot. Staff has coordinated with the property owner, representatives of the Avila Valley Advisory Committee and County staff and all agree with the proposed sign relocation area. Essentially, the sign will be moved several feet towards the San Miguel Street sidewalk, off the private property on onto the County right of way. County Public Works staff will amend the long-term encroachment to as needed to accommodate the re-location.

Moving to a "paper-less" filing system

For the past couple of months staff has been reviewing and scanning old District paper files to move towards a more paper-less document filing system. The District has paper files and documents stored at the Admin office and at the wastewater treatment plant. As we review and scan our documents, we can clear out the clutter and better utilize our limited storage space.

In other housekeeping news, with the assistance of the County Integrated Waste Management Authority, we were able to clear out and properly dispose of approximately 25 gallons of old paints, oils and lubricants that have been stored at the wastewater treatment plant for many years. Special thanks to the IWMA staff for their assistance.

ZONE 3 TECHNICAL ADVISORY COMMITTEE
Agenda
Wednesday May 8, 2024
9:00 - 11:00 am

Join on your computer, mobile app or room device

Meeting ID: 261 220 685 070

Passcode: pjuWGG

Or call in (audio only)

[+1 831-296-4487](tel:+18312964487),,420020900# United States, Salinas

Phone Conference ID: 420 020 900#

1. Announcements	All
2. General Operations and Water Report <ul style="list-style-type: none">• Summary Notes – April• Monthly Operations Report – April• Lopez Storage Projections – April	David
3. Current Reservoir Conditions	Kyle (Verbal)
4. 2023/24 Q3 Budget Report	Megan
5. Project Updates	David
6. Surplus Water	
7. Future Agenda items?	All

Attachments:

- A. Meeting Minutes - April
- B. Lopez Monthly Operations Report – April
- C. Lopez Storage Projections Chart – April
- D. 2023/24 Q3 Budget Report
- E. Project Updates
- F. Surplus Water

Next Meeting Date: June 12, 2024

ZONE 3
TECHNICAL ADVISORY COMMITTEE
WEDNESDAY April 10,2024 (9:00-11:00 AM)

Via Microsoft Teams

SUMMARY NOTES

Attendees via Microsoft Teams: Gabriel Munoz-Morris (Grover Beach), Dwayne Chisam (San Miguelito), Tony Marraccino (OCSD), Brad Hagemann (ABCSD), Jim Garing (Grover Beach), Benjamin Fine (Pismo Beach), John Wallace (Ag) Greg Ray (Grover Beach), Shane Taylor (Arroyo Grande) David Spiegel, Jeromy Caldera, Kyle James, Laura Holder, Megan Schotborgh & Darla Budge (PW Dept)

1. Announcements

- No Announcements

2. General Operations and Water Report

- **David Spiegel (PW) reviews the March 13, 2024, Meeting Summary Notes**
 - No comments on notes
- **David Spiegel (PW) reviews the Monthly Operations Report**
 - No Comments
- **David Spiegel (PW) reviews the Lopez Storage Projections - February**
 - Lopez is still Spilling.

3. Current Reservoir Conditions

- **Kyle James (PW) reports the following data:**
- WTP 3.2 MGD
- SWP 0.8 MGD
- Downstream releases 2.2 MGD.

4. Capital Projects Update

- **Fireflow Tank Replacement (No Change)**
 - Geotech work has been completed.
 - Working on 90% design plans.
 - Budget ~ \$800,000
- **Membrane Module Replacement**
 - Modules delivered and rack 5 is scheduled for installation on April 22nd.
 - PO Created to purchase 2 racks.
 - Budget ~ \$600,000."
- **Spillway Assessment and Investigation (No Change)**
 - Submitting work plan to DSOD for alteration application
 - Will schedule work once approved on Destructive and Non-destructive testing.
 - Remainder of project ~ minimum of \$300,000.

- **Geotechnical Testing & Seismic Alternatives Study of Terminal Reservoir Dam (No Change)**
 - DSOD approved testing data.
 - GEI is working on the Geotechnical Engineering Report.
 - Budget ~ \$500,000.

- **Cathodic Protection Repair Project**
 - Construction complete, performing startup and testing.
 - Budget ~\$449,933

- **Sludge Bed Curtain Wall Rehabilitation**
 - Approving contract for repairs, tentative start date June 1st
 - ~\$50,000 per initial quote.

- **DAF Building Repairs (No change)**
 - DAF building has rust damage in multiple girders and roll up doors.
 - Rafters supports safety tether for maintenance of DAF equipment.
 - ~95,000

Greg Rey. "In regard to the Spillway Assessment and Investigation Is there a possibility that the spillway needs to be torn apart and reconstructed?" David Spiegle responded "Based off of the GEI and the recommendation of DSOD the spillway is in really good condition. There was a recommendation regarding the materials behind the walls but that would not require the walls to come down. Possible may need to add some more clean-outs. But I do not foresee a project that would require lowering the reservoir.

Jim Garing "I'm sure you have the plans and reports from the major repairs on the spillway done in 1998. Just wanted to make sure you were aware of it. David Spiegle "I am aware and have a staff member looking into finding those reports.

Completed Projects

- Chemical Tank Replacement
- Spillway Flipbucket Repair (FEMA)
- Bathymetric Study
- CO2 Injection System

5. Tesla Peak Shaving (Attachment E)

- Information was provided by Jeromy Caldera, Chief Plant Operator of Lopez Water Treatment Plant.
- There are three (3) different pricing structures throughout the year on peak and off-peak times.
- The batteries charge when it is cheaper and discharge when it is more expensive.
- Batteries are doing what they are supposed to do, the batteries were depleted during the PG & E outage, and it did take some time to get the batteries charged back up again.
- At this point there is not enough data to provide the 'Savings', once we have the numbers we will provide that information.

6. Lopez Bathymetric Survey (Attachment F)

- Completed, overall change in capacity since 1973 model: Loss of 2,594.42 Acft; Overall change in capacity since 2002 model: Gain of 22.52 Acft
- Estimated mean siltation rate over 51 years: 50.87 Acft/Year of Siltation
- Overall loss relative to 100% capacity: 5.0% total siltation (over 51 years)
- Reservoir is looking good; the spill volume is 49,476 (website to be updated). It went up due to updated technology used in the study.

7. Water Availability by David Swift (Attachment H)

- David Swift did a presentation at the Zone 3 Advisory meeting, and I was asked to share this information with the TAC.
- The Lopez Analysis was brought to David Spiegler's attention before David Swift presented at the Advisory meeting; David Spiegler was able to make sure the information was accurate.
- It was an interesting read; it was looking for trends to help communicate a need for additional water supplies during extended and severe drought.
Greg Ray (Grover Beach) "What I'm hearing from people who have read this report is that he is correct for long-range meaning every 25 years. He does completely neglect the downstream releases for the farmers. David Spiegler agrees with Greg Ray (Grover Beach) Jim Garing (Grover Beach) states "That part of the downstream release is recharging the agricultural wells and the municipal wells. John Wallace (Grover Beach) Downstream releases are part of the permits so there are possible legal restrictions. Shane Taylor (Arroyo Grande) The downstream release is in contract. David Spiegler responds, "you are all correct", as well he has just released the downstream release schedule for this year.
John Wallace (Grover Beach) "What is the status of the HCP" David Spiegler replies. "I am currently reviewing the draft of the HCP and there is still work to be done. We are working on the compliance point, should it be the Dam or Cecchetti crossing? We did some modeling that was based on proposed flow method using historical data on wet, normal, 0 and dry years. It is currently in review now.

8. Future Agenda items

- HCP
- Tesla Savings

Next Meeting Wednesday: May 8, 2024

**San Luis Obispo County Flood Control and Water District
Zone 3 - Lopez Project - Monthly Operations Report
April, 2024**

CONTRACTOR	PROJECT WATER DELIVERIES																
	AVAILABLE WATER (APR-MAR)					THIS MONTH					APRIL TO PRESENT						
	ENTITLEMENT	STORED PW*	SURPLUS WATER AVAILABLE	TOTAL AVAILABLE PW		ENTITLEMENT USAGE	%	STORED PW USAGE	%	DELIVERIES DURING SPILL USAGE	%	TOTAL USAGE	%	DELIVERIES DURING SPILL USAGE	%	TOTAL USAGE	%
AG	2,590	0	0	2,590	0.00	0%	0.00	0%	140.61	6%	0%	140.61	6%	0%	0%	140.61	6%
OCSD	303	0	303	303	0.00	0%	0.00	0%	0.00	0%	0%	0.00	0%	0%	0.00	0%	
GB	800	0	800	800	0.00	0%	0.00	0%	65.87	8%	0%	65.87	8%	0%	65.87	8%	
PB	892	0	0	892	0.00	0%	0.00	0%	104.10	12%	0%	104.10	12%	0%	104.10	12%	
CSA 12	245	0	245	245	0.00	0%	0.00	0%	3.69	2%	0%	3.69	2%	0%	3.69	2%	
SM	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
TOTAL	4,530	0	4,130	4,130	0.00	0.0%	0.00	0%	314.27	6.9%	0.0%	314.27	6.9%	0%	314.27	6.9%	

CONTRACTOR	STATE WATER PROJECT WATER DELIVERIES														
	ANNUAL REQUEST**					THIS MONTH					JANUARY TO PRESENT				
	REQUEST	ALLOCATION	USAGE	%		DIE USAGE	AIE USAGE	TOTAL USAGE	ALLOCATION	USAGE	%	TOTAL USAGE	AIE USAGE	TOTAL USAGE	
AG	N/A	0.0	N/A	N/A	0.0	0.0	0.0	0.0	N/A	N/A	N/A	0.0	0.0	0.0	
OCSD	187.5	50.0	50.0	23.1%	0.0	43.29	43.29	100%	0.0	0.0	0%	43.29	0.0	43.29	
GB	N/A	0.0	N/A	N/A	0.0	0.0	0.0	0%	0.0	0.0	0%	0.0	0.0	0.0	
PB	1070.0	0.0	0.0	0%	0.0	0.0	0.0	0%	277.0	26%	26%	277.0	0.0	277.0	
CSA 12	96.0	8.5	7.59	8%	0.0	0.0	0.0	0%	25.9	27%	27%	25.9	0.0	25.9	
SM	500	8.0	1.19	1%	0.0	1.19	1.19	15%	16.5	18%	18%	16.47	0.0	16.47	
TOTAL	3,443.5	66.5	52.07	4%	0.0	52.07	52.07	34%	488.9	34%	34%	488.92	0	488.92	

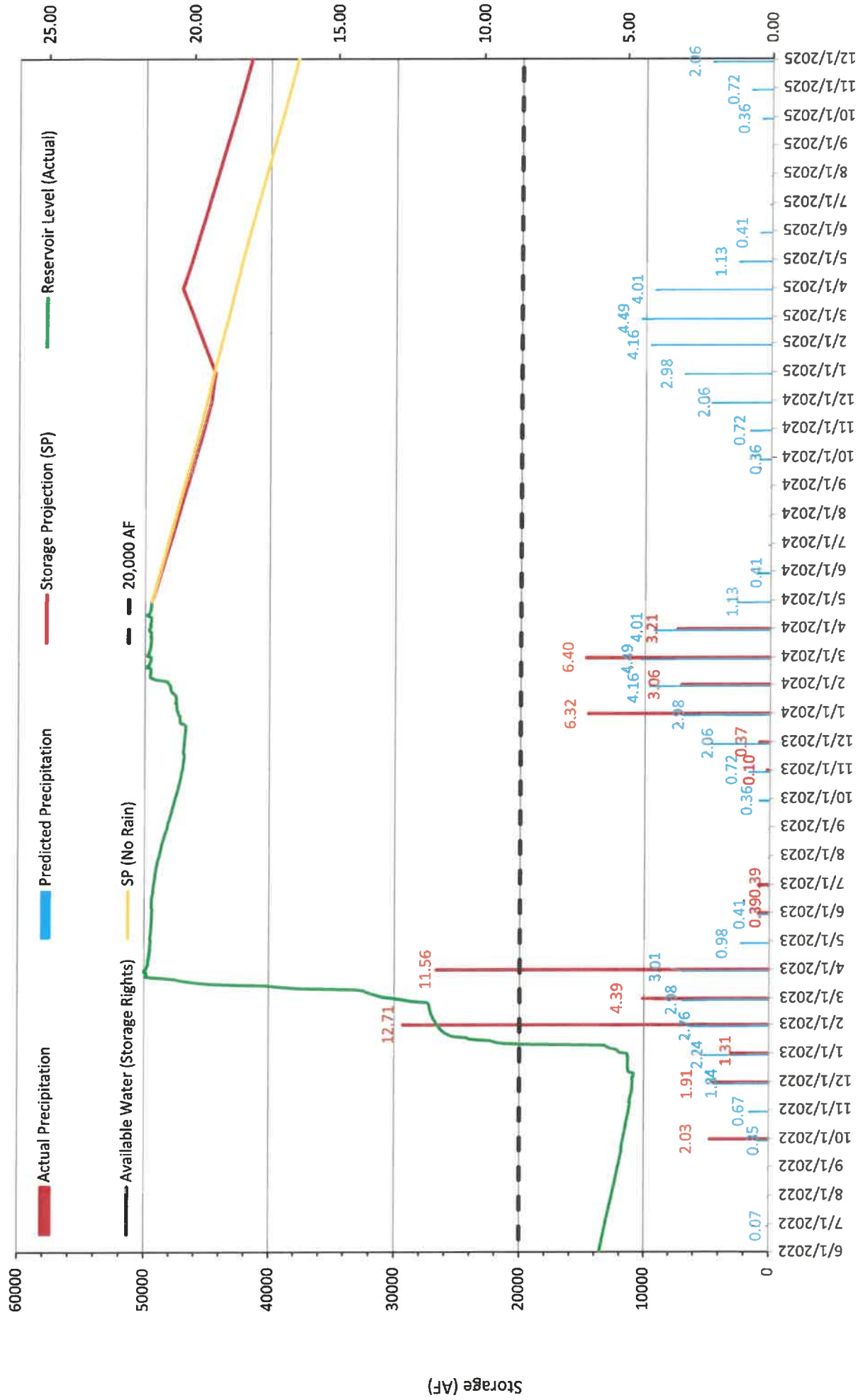
LAKE ELEVATION (ft)	DAMA & OTHER OPERATIONS					DISTRICT STORED SWPW					WATER ACCT. AFFECTED DUE TO SWP/LAKE				
	THIS MONTH	WY TO DATE	MAX CAPACITY			PREVIOUS DISTRICT SWPW	DWR METER DELIVERIES	CHANGE IN STORAGE	EVAPORATION	REMAINING DISTRICT SWPW	DISTRICT SWPW	CUMULATIVE SWPW	TOTAL STORED PROJECT WATER	TOTAL	
	STORAGE (AF)	(Annual: Jul 1 - June 30)													
MONTHLY RAINFALL (in)	3.70	23.16	N/A	100%		0	79	23.93	16.93	26.93	26.93	259.00	0.00	26.93	
DOWNSTREAM RELEASES (AF)	202.24	202.24	4,200.00												
LAKE TO TERMINAL (AF)	259.93	259.93	N/A												
SPILLAGE (AF) (WY)	2,693.66	2,693.66	N/A												
AG WHEELING OCEANO WATER	1.18	N/A	N/A												

1) By March 31, 2024, a total of 2,532.60 AF of unused entitlement was generated. Corresponding amounts were transferred to each contractor's Stored Project Water bucket.
 2) 2,532.60 AF of Stored Project Water was lost due to April's 2,693.66 AF spill event.

CONTRACTOR	TOTAL MONTHLY DELIVERIES	
	AF	%
AG	140.61	6%
OCSD	43.29	0%
GB	65.87	0%
PB	104.10	0%
CSA 12	11.28	0%
SM	1.19	0%
TOTAL	386.34	0%

GLOSSARY
 AIE: Agency Initiated Exchange
 DIE: District Initiated Exchange
 N/A: Not Applicable
 PW: Project Water aka Lower Water
 Stored PW: Generated from unused entitlement water at end of WY
 Surplus Water (aka Carry Over Water): Generated from unused DS releases at end of WY
 SWP: State Water Project
 SSWPW: Stored SWP Water
 * Stored PW includes Declared Surplus Water
 ** Actual amount available is dependent on the State's [DWR] delivery %
 *** Stored SWP water resulting from AIE

LOPEZ RESERVOIR STORAGE PROJECTION



Notes:

- Reservoir Storage = Current Storage + Inflow - Outflow
- Outflow = Agency Usage + Downstream Releases
- Agency Usage: is based on 2010-2024 average monthly deliveries
- Predicted Inflow: is dependent on the predicted rainfall obtained from longrangeweather.com
- Inflow is affected by antecedent soil conditions and factored into the model. Rainstorms will produce less inflow during the dry months than during the rainy season when the soil is saturated.
- The Storage Projection Model is based on a polynomial regression (concave in shape). The (concave) Storage Projection Graph will fall below the (linear) Storage Projection with No Rain Graph during months of low predicted rainfall.



May 7, 2024

MEMORANDUM

TO: Flood Control Zone 3 Advisory Committee
FROM: Megan Schotborgh, Accountant
SUBJECT: Flood Control Zone 3, Third Quarter Budget Status, Fiscal Year 2023-24

Recommendation

The item to be received and filed.

Summary

Attached please find a comparison of the budget to actual expenses for the third quarter of fiscal year 2023-24. The \$8.5M budget is broken into three categories: Routine Operations & Maintenance, Non-Routine Operations & Maintenance, and Capital Outlay. At the end of the third quarter, 56% of the total annual budget had been expended.

Total Budget	Expenses through Q3	Balance Available	% of Budget Expended
8,514,244	4,751,085	3,763,159	56%

Routine O&M: This category has a budget of \$4.8M dollars. At the end of the third quarter, 81% of the annual budget has been expended, resulting in approximately \$930k available for the remainder of the year. Expenses in this category are slightly above target with budgeted levels.

Total Budget	Expenses through Q3	Balance Available	% of Budget Expended
4,896,194	3,959,936	936,258	81%

Non-Routine O&M: This category has a budget of approximately \$1.58M. At the end of the third quarter, 19% of the annual budget had been expended, resulting in an available balance of roughly \$1.28M for the remainder of the year. Most of the items in this category have had budget carried forward from the prior year to continue work on them.

Total Budget	Expenses through Q3	Balance Available	% of Budget Expended
1,586,928	297,125	1,289,803	19%

Capital Outlay: This category has a budget of \$2.03M. At the end of the third quarter, expenses were 24% of the annual budget, resulting in approximately \$1.5M available for the remainder of the year. The unspent budget from the prior year has been carried forward for several projects and accounts for the majority of this category's budget.

Total Budget	Expenses through Q3	Balance Available	% of Budget Expended
2,031,122	494,024	1,537,098	24%

Other Agency Involvement/Impact

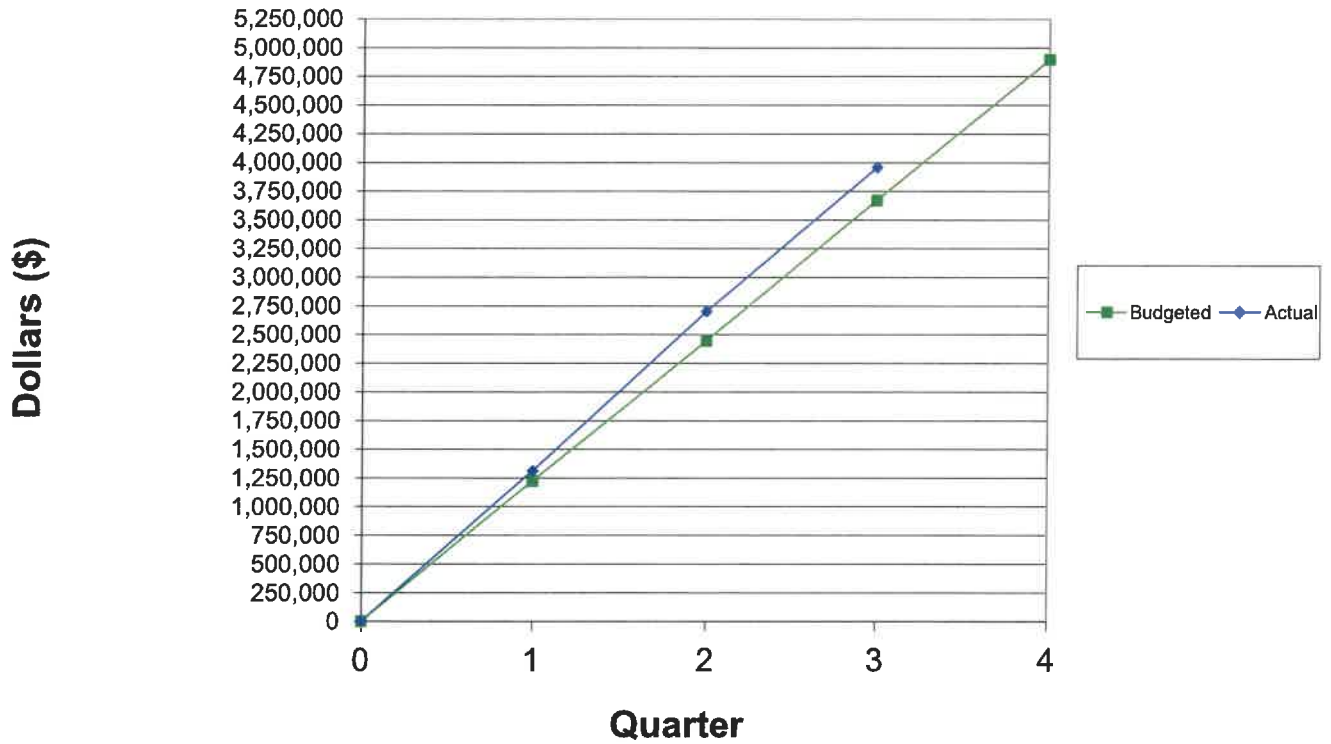
The agencies involved: City of Arroyo Grande, City of Grover Beach, City of Pismo Beach, Oceano Community Services District, and County Service Area 12. Subcontractors of CSA 12 include Port San Luis Harbor District and Avila Beach Community Services District.

Financial Consideration

All agencies have been billed for their 1st installment payments for the fiscal year 2024/25.

Zone 3 Budget Status
3rd Quarter FY23/24

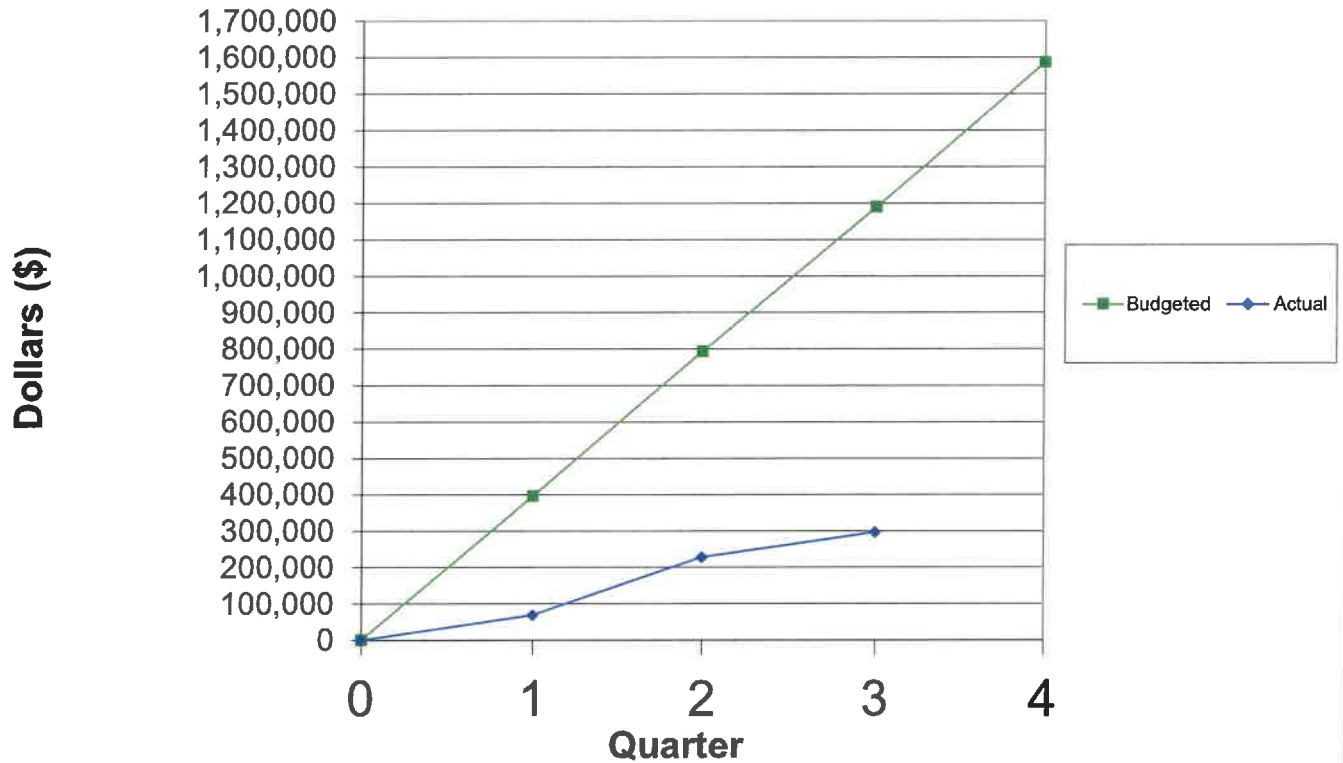
Routine Operation and Maintenance



O&M Routine Category	Total Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	Total Exp as % of Budget	Total Balance Avail
Labor Hours	24,078	6,045	3,606	5,869	-	15,520	64%	
Chemicals - Water Treatment Plant	\$ 496,798	\$ 177,760	\$ 112,574	\$ 123,813	\$ -	\$ 414,147	83%	\$ 82,651
Water Quality Testing - Treatment Plant	185,882	15,768	10,912	11,013	-	37,693	0%	148,189
Electricity - Water Treatment Plant	382,453	122,473	81,019	46,974	-	250,466	65%	131,987
All Other Costs - Water Treatment Plant	2,075,298	496,453	537,052	432,161	-	1,465,665	71%	609,633
Terminal	117,040	62,965	59,739	29,112	-	151,816	130%	(34,776)
Main Dam	281,009	158,574	39,383	42,753	-	240,710	86%	40,299
Other	1,357,714	278,926	550,759	569,754	-	1,399,439	103%	(41,725)
Expenses		1,312,918	1,391,438	1,255,580	-	3,959,936	81%	936,258
Budget	4,896,194	1,224,049	1,224,049	1,224,049	1,224,049	4,896,198		
Variance (over)/under		(88,870)	(167,390)	(31,532)	1,224,049	936,258		
% Variance		-7%	-14%	-3%	100%			

Zone 3 Budget Status
3rd Quarter FY23/24

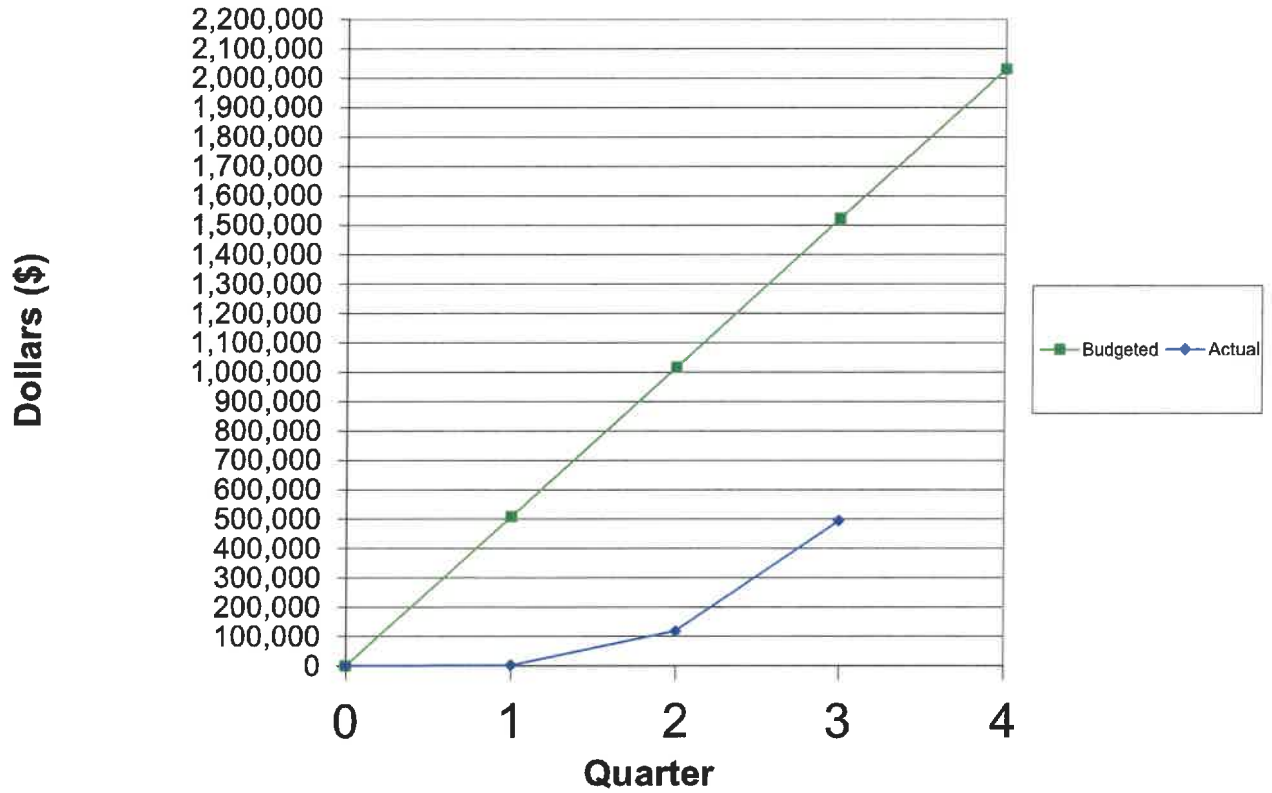
Non-Routine Operation and Maintenance



O&M Non Routine Category	Total Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	Total Exp as % of Budget	Total Balance Avail
Lopez Water Rights /HCP	\$ 437,811	\$ 5,251	\$ 105,773	\$ 28,952	\$ -	\$ 139,976	32%	\$ 297,835
Cathodic Protection Maint	-	\$ -	-	-	-	\$ -	0%	\$ -
Contribution to ISF/New Equip	110,931	\$ -	5,019	26	-	\$ 5,045	-	\$ 105,886
Geotech Test/Seismic Alt Study Terminal Dam	168,738	64,181	2,167	37,928	-	104,276	62%	64,462
Safety Upgrades to WTP	-	-	-	-	-	-	0%	-
Replace Obsolete Hach Turbidimeters	-	-	-	-	-	-	0%	-
Water Treatment Alternatives Study	-	-	-	-	-	-	0%	-
Risk Assessment Fault Zone Left Abutment	-	-	-	-	-	-	0%	-
Cloud Seeding Program	375,495	-	-	-	-	-	0%	375,495
Domestic Tank Repair	-	-	-	-	-	-	0%	-
Spillway Physical Investigation	403,953	-	45,914	1,914	-	47,828	12%	356,125
Contr to FC General AG Creek Subbasin	-	-	-	-	-	-	0%	-
552TEMP03 Replace Stem Wall Sludge Bed 2	90,000	-	-	-	-	-	100%	90,000
Expenses		69,432	158,873	68,820	-	297,125	19%	1,289,803
Budget	1,586,928	396,732	396,732	396,732	396,732	1,586,928		
Variance (over)/under		327,300	237,859	327,912	396,732	1,289,803		
% Variance		82%	60%	83%	100%			

Zone 3 Budget Status
3rd Quarter FY23/24

Capital Outlay



Capital Outlay Projects	Total Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	% of Budget	Avail
Improved Boat Access at Term Res	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Fireflow Tank Repair	379,674	-	475	65,957	-	66,432	17%	313,242
Cathodic Protection Units 1-3	480,415	417	433	125,933	-	126,783	26%	353,632
Dump Trailer	-	-	-	-	-	-	0%	-
ATV, Polaris	-	-	-	-	-	-	0%	-
New Water Treatment Barge	-	-	-	-	-	-	0%	-
Upgrade EQ Pump	17,623	-	-	-	-	-	0%	17,623
Carbon Dioxide Injection System	23,316	653	57,319	12,072	-	70,044	300%	(46,728)
WTP-Membrance Filter Modules (2 Racks)	610,094	-	-	-	-	-	0%	610,094
Chemical Tank Replacement	520,000	-	58,778	171,987	-	230,765	44%	289,235
Expenses		1,070	117,005	375,949	-	494,024	24%	1,537,098
Budget	2,031,122	507,781	507,781	507,781	507,781	2,031,122		
Variance (over)/under		506,711	390,776	131,832	507,781	1,537,098		
% Variance		100%	77%	26%	100%			



ZONE 3 Lopez Project

San Luis Obispo County Flood Control and Water Conservation District

TO: Zone 3 Technical Advisory Committee
FROM: Nola Engelskirger, PE, Water Utilities Division Manager
DATE: May 8, 2024
SUBJECT: Zone 3 Projects Update

Project Updates:

- Fireflow Tank Replacement
 - Final Design Plans are in for review
 - Budget ~\$800,000
- Membrane Module Replacement
 - 2 racks more racks have been replaced and are operational
 - Budget ~\$600,000
- Spillway Assessment and Investigation (No Change)
 - Submitting work plan for Alteration Application approval
 - Will schedule work once approved
 - Remainder of project ~ minimum of \$300,000
- Geotechnical Testing & Seismic Alternatives Study of Terminal Reservoir Dam (No Change)
 - DSOD approved testing data
 - GEI is working on Geotechnical Engineering Report
 - Budget ~\$500,000
- Cathodic Protection Repair Project (No Change)
 - Construction complete, performing startup and testing
 - Budget ~\$449,933
- Sludge Bed Curtain Wall Rehabilitation (No Change)
 - Approving contract for repairs, tentative start date June 1st
 - ~\$50,000 per initial quote
- DAF Building Repairs (No Change)
 - DAF building has rust damage in multiple girders and roll up doors
 - Rafters support safety tether for maintenance of DAF equipment
 - ~\$95,000



ZONE 3 Lopez Project

San Luis Obispo County Flood Control and Water Conservation District

Completed Projects

- Chemical Tank Replacement
- Spillway Flipbucket Repair (FEMA)
- Bathymetric Study
- CO2 Injection System

2023-2024 End of Water Year Stored Project Water	[AF]
Entitlement	4,530.00
Used Entitlement	1,997.40
Unused Entitlement	2,532.60
Stored Project Water	2,532.60

2023-2024 Surplus Water Generated	[AF]
Max Downstream Releases	4,200.00
WY Downstream Releases	3,483.05
Surplus Water Generated	716.95

2023-2024 END OF WATER YEAR STORED PW AND SURPLUS WATER REPORT						
CONTRACTOR	ENTITLEMENT [AF]	USED ENTITLEMENT	%	STORED PW [AF]	SURPLUS WATER [AF]	SURPLUS WATER COST
Arroyo Grande	2290	1158.9	51%	1131.10	362.43	\$ 29,810.14
Oceano CSD	303	261.24	7%	41.76	47.96	\$ 3,944.31
Grover Beach	800	465.76	18%	334.24	126.61	\$ 10,414.02
Pismo Beach	892	62.55	20%	829.45	141.17	\$ 11,611.63
CSA 12	245	48.95	5%	196.05	38.78	\$ 3,189.29
San Miguelito	N/A	N/A	N/A	N/A	N/A	N/A
TOTAL	4530	1997.40	100%	2532.60	716.95	\$ 58,969.40



ZONE 3 ADVISORY COMMITTEE

San Luis Obispo County Flood Control and Water Conservation District

AGENDA

Thursday, May 16, 2024 10:30 A.M.

City of Pismo Beach Council Chambers
760 Mattie Rd., Pismo Beach, CA 93449

- I. CALL TO ORDER AND ROLL CALL
- II. PUBLIC COMMENT
This is also an opportunity for members of the public to address the Committee on items that are not on the Agenda
- III. MEETING MINUTES
 - A. March 21, 2024 Meeting – [Attachment 1](#)
- IV. OPERATIONS REPORT
 - A. Water Plant Operations, Reservoir Storage, Downstream Releases - [Verbal Update](#)
 - B. Projected Reservoir Levels – [Attachment 2](#)
 - C. March and April Monthly Operations Report – [Attachment 3](#)
- V. INFORMATION ITEMS
 - A. Present 3rd Quarter FY 2023/24 Budget Status– [Attachment 4](#)
- VI. CAPITAL PROJECTS UPDATE
 - A. Bi-Monthly Update – [Attachment 5](#)
- VII. ACTION ITEMS (No Subsequent Board of Supervisors Action Required)
 - A. Declare Surplus Water – [Attachment 6](#)
- VIII. ACTION ITEMS (Board of Supervisors Action is Subsequently Required)
- IX. FUTURE AGENDA ITEMS
- X. COMMITTEE MEMBER COMMENTS

Next Regular Meeting is Scheduled for
July 18, 2024 at 10:30 AM at Oceano Community Services District
Agendas accessible online at www.slocounty.ca.gov/pw/zone3



**SAN LUIS OBISPO COUNTY FLOOD CONTROL
AND WATER CONSERVATION DISTRICT
ZONE 3 ADVISORY COMMITTEE
MEETING MINUTES
THURSDAY MARCH 21, 2024**

I. Call to Order and Roll Call -- The Zone 3 Advisory Committee Meeting was called to order at 10:30 AM at the City of Arroyo Grande by Kristen Barneich. County Public Works Utilities Division Senior Engineer and Secretary to the Advisory Committee, David Spiegel, called roll. Quorum was present. Members in attendance were:

- Kristen Barneich City of Arroyo Grande
- Daniel Rushing, City of Grover Beach
- Marcia Guthrie, City of Pismo Beach
- Shirley Gibson, Oceano Community Services District
- Brad Hagemann; Community Services District 12
- Ron Reilly, Member at Large Delegate

II. Public Comment – This is an opportunity for members of the public to address the Committee on items that are not on the Agenda. .

David Swift presented “Lopez Analysis” please see attached addendum.

Kristen Barneich asked that David Spiegle share the “Lopez Analysis” with the TAC members at the next meeting or electronically.” Kristen Barneich asks, “Mr. Swift are you attending the Central Coast Blue meetings?” Mr. David Swift responds “Yes I have and that is actually what triggered me to look into this.

Brad Hagemann “Thank you for the data and your analysis regarding the downstream release.

David Spiegle “I can comment “The HCP is in progress, but nothing to share just yet. It will be looking at an adaptive management strategy as far as the downstream release. As soon as I have information I will share with the TAC and AC, just not quite there yet.

Kristen Barneich “I would imagine the farmers would have some input regarding the downstream releases because those effects them” David Spiegle responds “They do, typically the way we’ve operated the downstream releases is that we send out a spreadsheet to the farmers and get their feedback and compare to historical use.

Public Comment Closed

III. Approval of Meeting Minutes

A. November 16, 2023 (Attachment 1 of the Agenda Packet) – Member Ron Reily motioned to approve, Second by Member Daniel Rushing. Roll call vote. ; Motion passed.

IV. Operations Report

A. Water Plant Operations, Reservoir Storage, Downstream Releases — The Plant is currently off-line due to the chemical tank replacement; State Water was 3.9 million gallons per day (MGD); downstream release was 2.3 million gallons per day (MGD), Lopez Lake elevation was 522.75 feet; storage 49,526.6 acre-

feet (AF), which is 103% capacity; rainfall to date is 21.33 and the Spillway is 21.2 CFS.

- i. Kristen Barneich asks, "How is it above 100% full?" David Spiegle replies "The spillway crest is considered 100% full and anything going over that makes it go above that and the spillway is currently at 21.2 CFS

B. Projected Reservoir Levels (Attachment 2 of the Agenda Packet) — Review of the Lopez Reservoir Storage Projection Chart. David Spiegle states that the chart is always a month behind.

C. January and February Monthly Operations Report (Attachment 3 of the Agenda Packet) — Review of the monthly operations reports with the Committee. No questions or comments.

No public comment was given.

V. Information Items

A. Present 2nd Quarter FY 2022/23 Budget Status (Attachment 4 of the Agenda Packet)

- i. The annual budget was \$8.5 million dollars, 36% expended.
- ii. Routine O&M budget of \$4.8 million dollars, 55% expended. Tracking well
- iii. Non-Routine O&M budget approximately \$1.58 million dollars, with 14% expended,. Tracking low we should see the graph start to catch up as soon as some of the projects wrap up. Cloud seeding is holding the graph low since we are not going to use it.
- iv. Capital Outlay budget of \$2.03 million dollars, with 6% expended. Tracking low due to trying to build up funds for the Fireflow project. There is a possibility of ARPA funds, but we will not know until July. The Cathodic protection project is almost fully complete, and we will start writing checks for the budgeted \$480,000.
Brad Hagemann asks, "What are ARPA funds?" David Spiegle replies, "The American Rescue Plan Act" It is a use it or lose it fund.

VI. Capital Projects Update

A. Bimonthly Update (Attachment 5 of the Agenda Packet)

- **Fireflow Tank Replacement**
 - Geotech work has been completed
 - Working on 90% design plans
 - We will know in June or July if we have ARPA funds or if we need additional funding.

- Budget~ \$800,000
- **Membrane Module Replacement (No change)**
 - Postponed delivery due to work currently happening at the plant.
 - Budget ~\$600,000
- **Spill Way Assessment and Investigation**
 - Finalized with DSOD
 - Will start scheduling work once finalized with DSOD
 - Remainder of project ~ minimum of \$300,000
- **Geotechnical Testing & Seismic Alternatives Study of Terminal Reservoir Dam (No Change)**
 - DSOD approved testing data.
 - GEI is working on Geotechnical Engineering Report
 - Budget ~\$500,000
- **Cathodic Protection Repair Project**
 - Construction work is complete
 - JDH will be doing startup and testing in the coming weeks
 - Budget ~\$449,933
- **Chemical Tank Replacement**
 - In Construction
 - To be completed March 28th, 2024
 - Budget ~\$350,000
- **Sludge Bed Curtain Wall Rehabilitation**
 - Getting additional quotes
 - Have a plan in place for the repair.
 - ~\$50,000 per initial quote
- **DAF Building Repairs (No Change)**
 - DAF building has rust damage in multiple girders and roll up doors.
 - Rafters support safety tether for maintenance of DAF equipment
 - ~\$95,000

Kristen Barneich asks, “What does DAF stand for” Davids Spiegle states, “Dissolved Air Flotation” We float all the “junk” out of the water and scrape it off. Kristen Barneich “So it goes into a building?” David Spiegle replies The DAF unit is inside the building. The building stays very wet so we are looking for different options to fix it properly and not just put a band aid on it. Kristen Barneich “How old is the building?” David Spiegle “The Building was built in 2008.

Daniel Rushing asks Where are we at in the assessment of the sediment at the lake?” David Spiegle responds “That is part of the Bathymetric Study that was just completed. I believe the sediment at the lake was very low. David will share the study with The AC committee when it is complete.

Public Comment: Debbie Peterson (Grover Beach) I have one question, I believe no current cost benefit studies of raising the spillway and so not necessarily asking for an answer to the question but have there been any cost benefits survey's since 2016.
David Spiegle You are correct there hasn't been any look at it since the study Debbie mentioned.

VII. Action Items (No Subsequent Board of Supervisors Action Required)

A. None

VIII. Action Items (Board of Supervisors Action is Subsequently Required)

A. Fiscal Year 2024/25 Budget Endorsement

The only change was in the contractors' reserves in the Capital Outlay. It was brought up at the TAC meeting to free up \$250,000. We won't bill you right now, but we want our reserves replenished. Once the budget is wrapped up, we would take money from the cloud seeding project and put it back in reserves. David Spiegle asks, "I heard CCB has been paused, so I need to know if you still want to go down this path?" Kristen Barneich states, "I want to go back to the change, I haven't heard anything different from my City manager" CCB is being paused. Marcia Guthrie "I am usually contacted prior to this meeting with any questions, and I wasn't so I'm assuming the City of Pismo Beach is onboard. Daniel Rushing states "I would Echo that statement.

Member Marcia Guthrie motioned to approve, Second by Member Brad Hagemann. Roll call vote.; Motion passed.

Public Comment Opened and Closed

IX. Future Agenda Items

- Update from TAC Regarding David Swift "Lopez Analysis"
- Tesla Batteries.
- PFAS in our Water; David Spiegle replied that the state mostly mandated ground water not the reservoir. PFAS Polyfluorinated Substances

X. Committee Member Comments

Kristen Barneich "I would like to say I really appreciate Mr. Swifts "Lopez Analysis."

Meeting Adjourned at 11:11AM by Kristen Barneich; next regular meeting is scheduled for May 16, 2024 at City of Pismo Beach Council Chambers

Respectfully Submitted,

Darla Budge
County of San Luis Obispo Public Works Department



AVILA BEACH COMMUNITY SERVICES DISTRICT

SUBJECT: May 2024 Operations and Maintenance Report

Compliance

There were no reportable compliance issues for April 2024. The monthly Self-Monitoring Report and associated data tables and graphs are provided as an attachment to this report.

Wastewater Treatment Plant

Staff is continuing to work with Pro3 Automation as they upgrade the District's SCADA system. Pro3 is installing new radios and antennas this week at the WWTP, First St Lift Station and the Water Tank Site. They anticipate having the project completed and fully operational by the end of June.

Operations staff completed the Quarterly pump and motor maintenance and inspections. All pumps and motors are in good working condition.

Staff has identified a separate chronic issue on the MBR with the sodium hypochlorite chemical pump fittings. The MBR manufacturer used fittings that do not stand up well to sodium hypochlorite. Staff will replace all connections in the coming month to prevent future leaks.

Wastewater Collection System

Staff has postponed the scheduled wastewater collection system "hot spot" and lift station cleaning due to contractor's Vactor breaking down. We are currently trying to source a different contractor in case the Vactor is down for an extended period. "Hot spots" are areas in the collection system that have the potential to accumulate material that may impede the wastewater flow and could lead to a sanitary sewer overflow. We will create an internal map of hot spots to further strengthen the collections system program and document the hot spots as part of our Sanitary Sewer Management Plan (SSMP).

Water System

Brenntag supplied the District with its first bulk delivery of sodium hypochlorite. The fill cost \$525 for 175 gallons. That's the same cost as 40 gallons at the local pool supply store we had been using. Staff has used 40 gallons between the MBR and the drinking water system since the delivery, so the bulk tank setup has already paid for itself. Brenntag provided the tank at no cost to the District. We expect that moving to the bulk sodium hypochlorite system will translate to an annual savings of approximately \$3,000.

Avila Beach CSD Wastewater Treatment Facility

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

Month: APRIL 2024

Effluent and Influent Monitoring

Date	Daily Flow (MGD)			Effluent Monitoring		
	Total	Max (gpm)	Avg (gpm)	Biweekly Total Coliform	Biweekly Fecal Coliform	Daily Chlorine Residual
1	0.060808	133	42	<1.8	<1.8	0.05
2	0.058215	136	40			0.00
3	0.058980	147	41			0.00
4	0.052262	101	36	1.8	<1.8	0.02
5	0.060463	107	42			0.00
6	0.063695	104	44			0.00
7	0.057848	104	40			0.00
8	0.046664	87	32	<1.8	<1.8	0.00
9	0.040200	71	28			0.00
10	0.038411	69	26			0.02
11	0.043047	79	30			0.03
12	0.046305	77	32	<1.8	<1.8	0.00
13	0.058852	119	41			0.03
14	0.069302	118	48			0.01
15	0.048319	76	33	2.0	<1.8	0.00
16	0.033240	71	23			0.00
17	0.033066	72	23	<1.8	<1.8	0.00
18	0.030377	58	21			0.00
19	0.034608	79	24			0.00
20	0.045903	108	32			0.00
21	0.041639	107	29			0.00
22	0.027479	57	19	<1.8	<1.8	0.00
23	0.033181	73	23			0.00
24	0.035520	70	24			0.00
25	0.036863	73	25	<1.8	<1.8	0.02
26	0.039652	85	27			0.02
27	0.056425	112	39			0.00
28	0.053862	102	37			0.00
29	0.040299	74	28			0.00
30	0.036983	73	32			0.01
31						
Min	0.027479	57	19	<1.8	<1.8	0.00
Mean	0.046082	91.4	32.0	<1.8	<1.8	0.01
Max	0.069302	147	48	2.0	<1.8	0.05
Total	1.382457	Effluent daily (dry weather) flow NTE 0.2 MGD (mean).				

Date	Weekly Effluent BOD (24 HC)	Weekly Effluent TSS (24 HC)	Weekly Influent BOD (24 HC)	Weekly Influent TSS (24 HC)	Monthly Effluent Oil & Grease (Grab)
4/4/24	7.1	<5.0	290	330	
4/11/24	<4.0	<5.0	280	250	<5.0
4/17/24	<4.0	<5.0	210	150	
4/25/24	<4.0	<5.0	370	240	
Min	<4.0	<5.0	210	150	<5.0
Mean	<4.0	<5.0	287.5	242.5	<5.0
Max	7.1	<5.0	370	330	<5.0
BOD Removal: 100.0%			TSS Removal: 100.0%		

Effluent Monitoring

Date	Weekly Set. Solids (Grab)	Weekly Turbidity (Grab)	Weekly pH (Grab)	Weekly Temp °F (Grab)
4/4/24	<0.1	1.5	7.03	67
4/11/24	<0.1	0.65	7.46	68
4/17/24	<0.1	0.40	7.46	67
4/25/24	<0.1	1.0	7.66	68
Min	<0.1	0.40	7.03	67
Mean	<0.1	0.89	7.40	67.5
Max	<0.1	1.5	7.66	68

Influent Brine Received

Date	Volume (Gallons)
N/A	N/A

Sludge Removal

Date	Gallons
4/2/24	4,500
4/16/24	4,500

Effluent Limits

Parameter	Units	Monthly Avg	Weekly Avg	Daily Max
BOD	mg/L	40	60	90
Suspended Solids	mg/L	40	60	90
Oil and Grease	mg/L	25	40	75
Turbidity	NTU	75	100	225
Total Coliform	MPN/100 mL	7 Sample Median: 23		
		More than once in 30 days: 240		
		Daily Maximum: 2,400		
Chlorine Residual	mg/L	6 Month Median: 0.3		1.2
pH	pH units	Between 6.0 - 9.0		
Settleable Solids	mL/L	1.0	1.5	3.0
BOD/TSS Removal	%	≥ 75%	***	***

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

SIGNATURE: _____

DATE: _____

PRINTED NAME: _____

TITLE: _____

Avila Beach CSD Wastewater Treatment Facility

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

Month: APRIL 2024

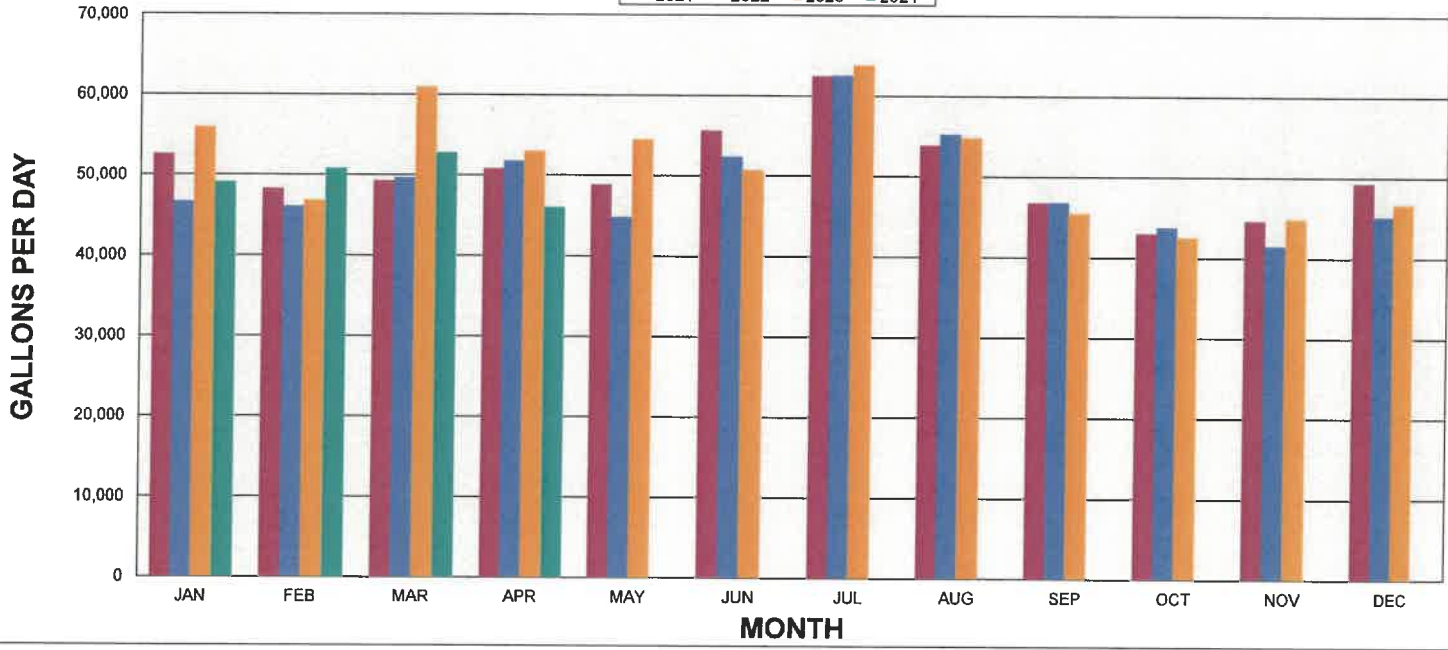
Warranty Monitoring

Parameter (mg/L)	MBR Influent (24HC)	MBR Aeration (grab)	MBR Effluent (24HC)
Date	4/4/2024	4/4/2024	4/4/2024
BOD (mg/L)	95	---	<4.0
Total Suspended Solids (mg/L)	58	6,300	<5.0
Volatile Suspended Solids (mg/L)	---	5,600	---
Total Kjeldahl Nitrogen (mg/L)	49	---	<0.60
Total Nitrogen (mg/L)	---	---	18
Nitrate as N (mg/L)	---	---	18
Nitrite as N (mg/L)	---	---	<0.40
Ammonia (mg/L)	33	---	---
Total Phosphorus	8.3	---	9.4
Total Alkalinity	260	---	88
Oil and Grease	11	---	---

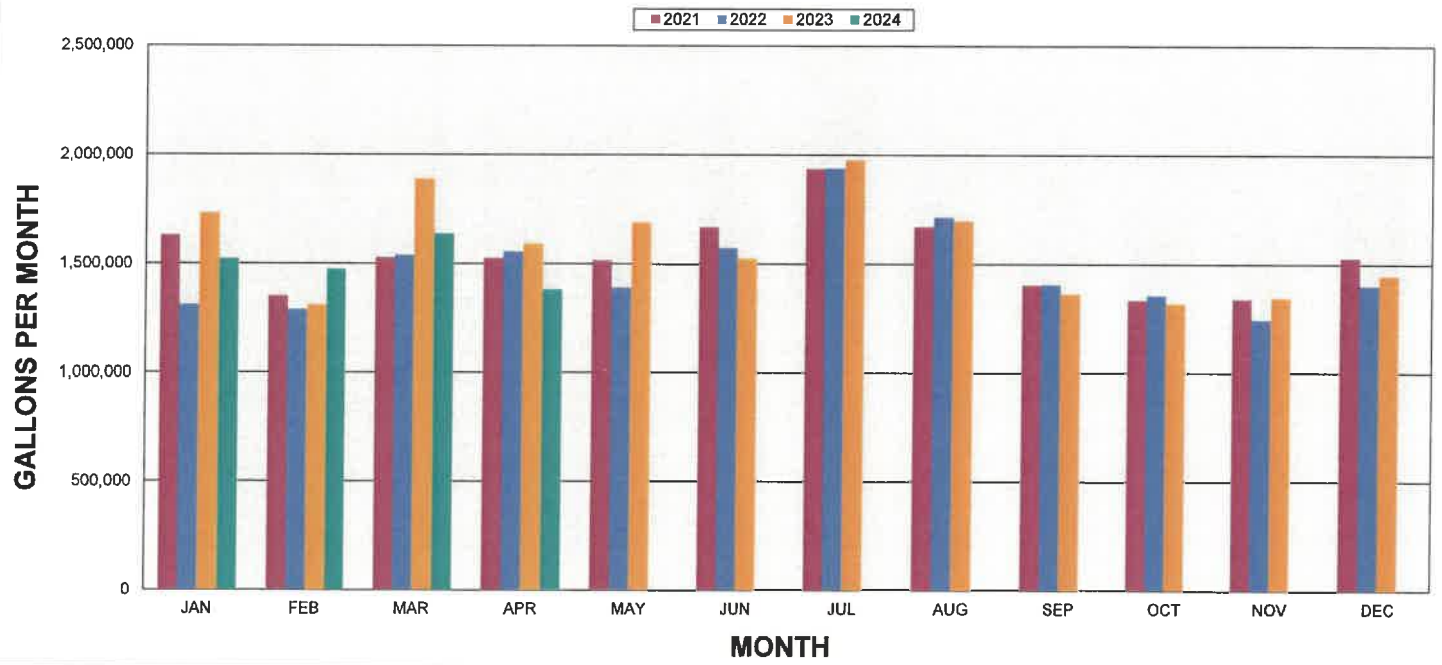
The warranty sampling results attached are required by the manufacturer for the first year of operation of the WWTP. Avila Beach CSD staff may elect to continue monthly process sampling beyond this requirement to monitor plant performance. Avila Beach CSD staff may also conduct additional process monitoring on an as-needed and discretionary basis.

ABCSD AVERAGE DAILY WWTP EFFLUENT FLOW (2021 - 2024)

2021 2022 2023 2024

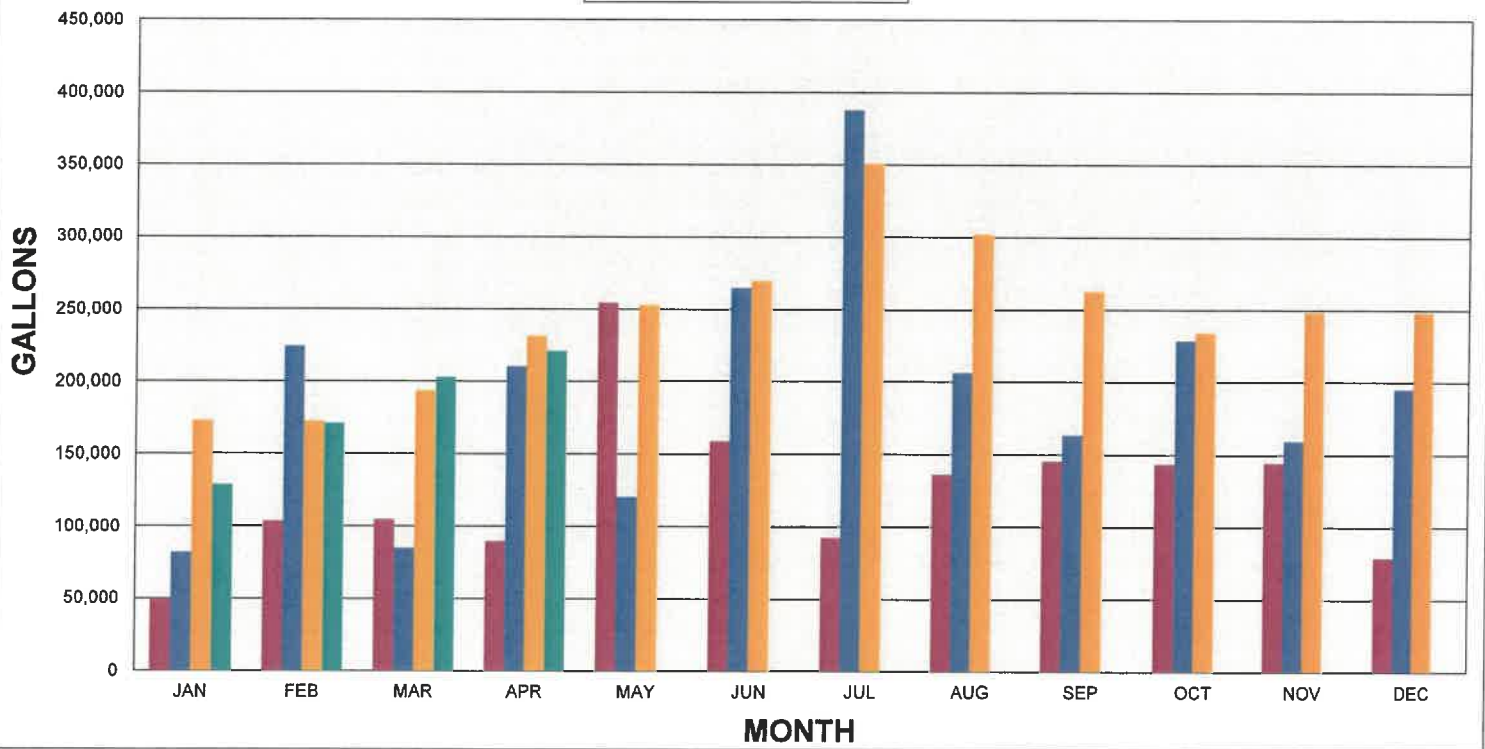


ABCSD MONTHLY TOTAL WWTP EFFLUENT FLOW (2021 - 2024)

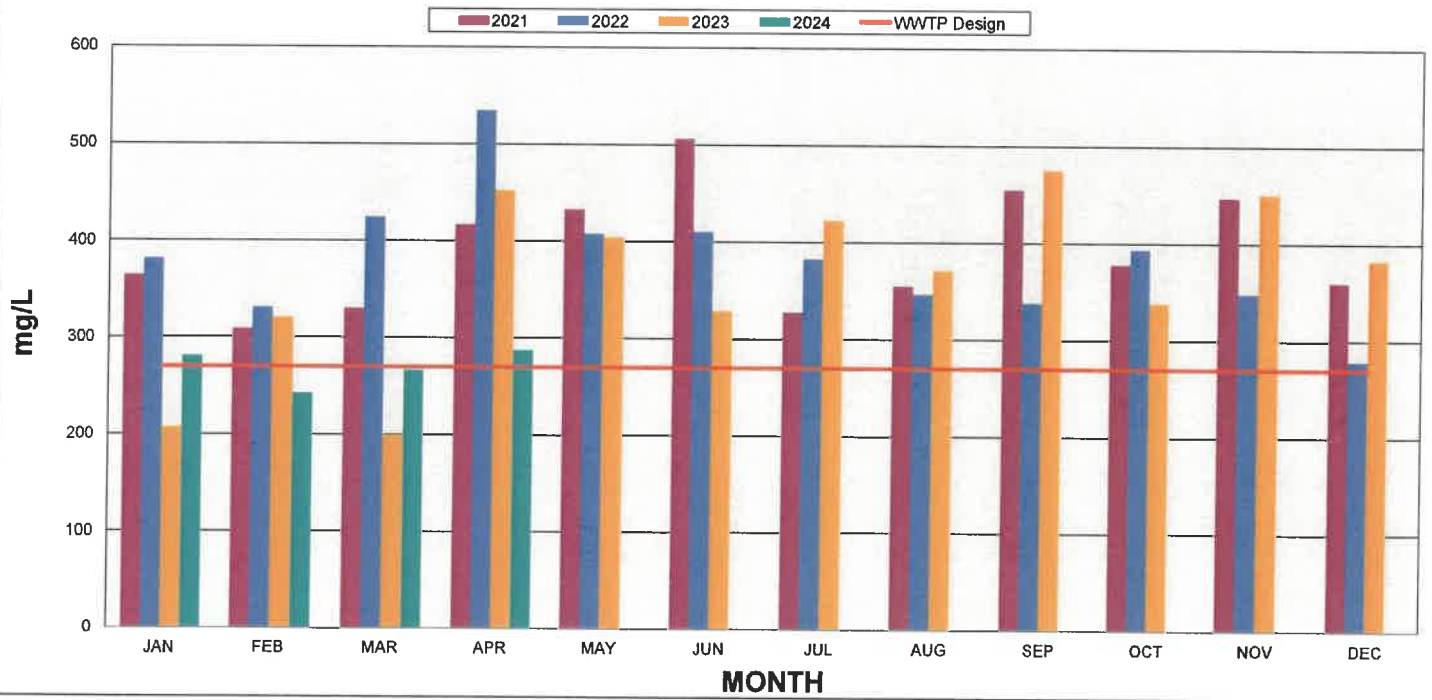


PORT SAN LUIS MONTHLY TOTAL FLOW (2021 - 2024)

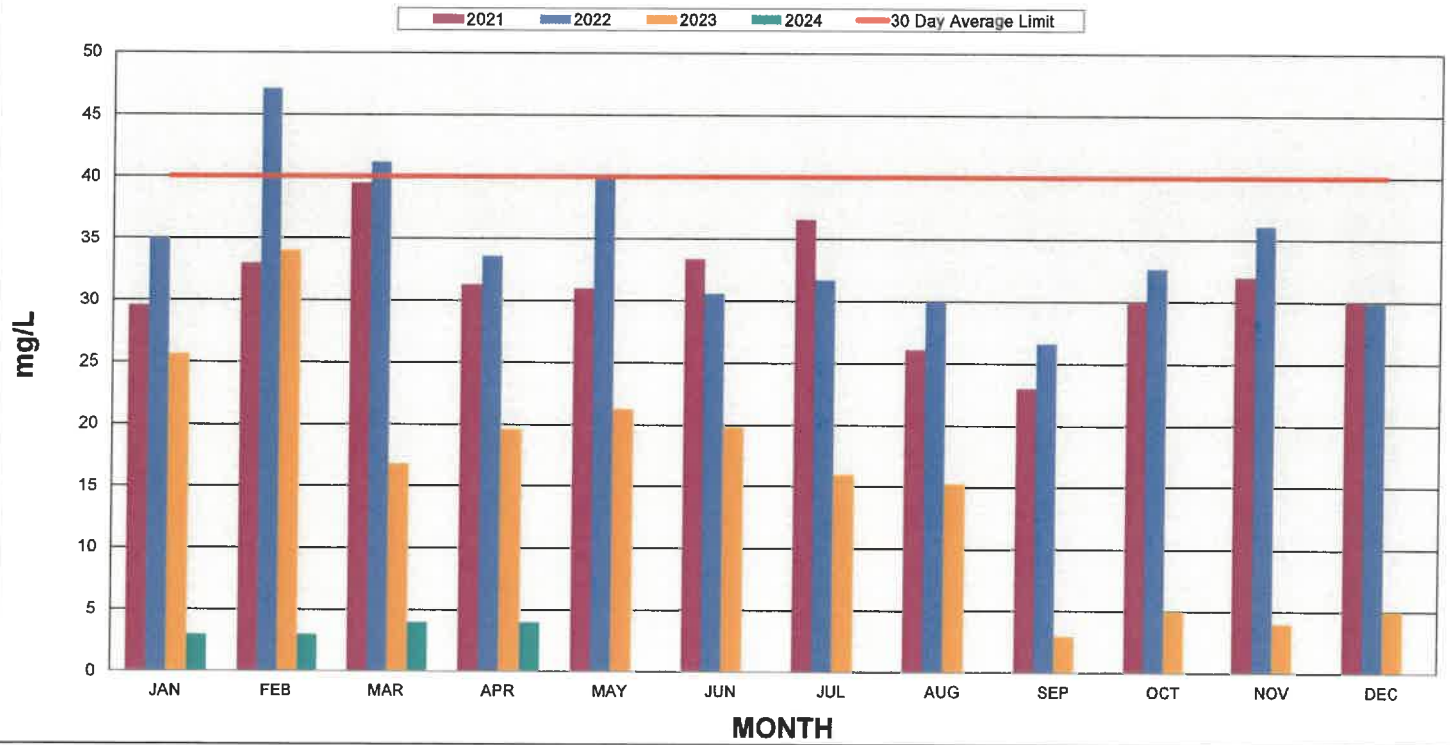
2021 2022 2023 2024



ABCSD MONTHLY AVERAGE INFLUENT BOD (2021 - 2024)

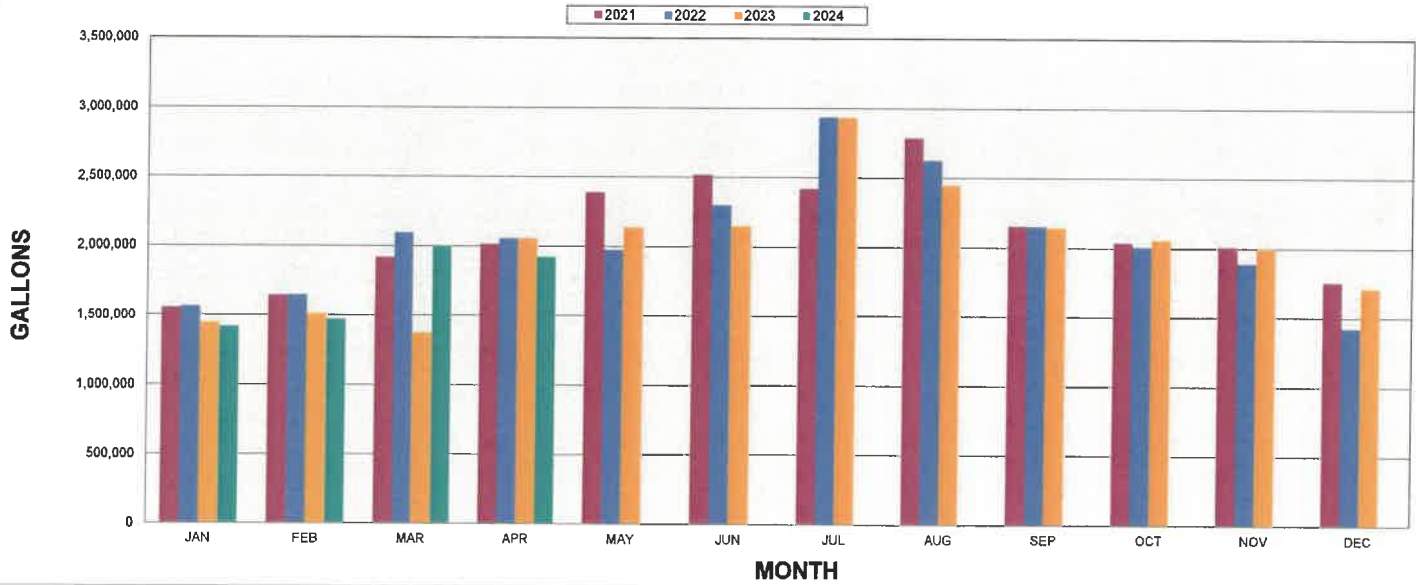


ABCSD MONTHLY AVERAGE EFFLUENT BOD (2021 - 2024)

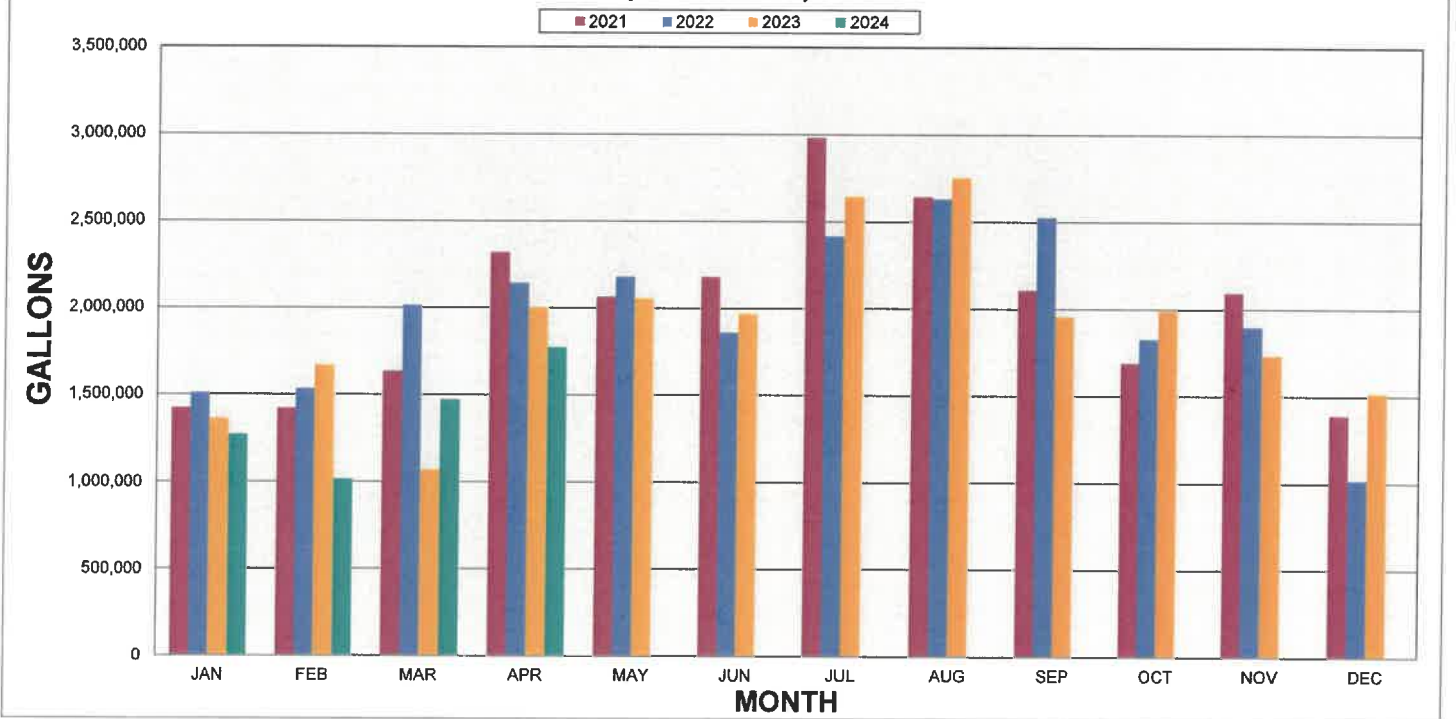


Note: Non Detect (ND) values are represented on the graph at their reporting limit.

ABCSD MONTHLY WATER PURCHASED FROM LOPEZ (2021 - 2024)




ABCSD MONTHLY WATER SOLD (2021 - 2024)



**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: May 21, 2024

SUBJECT: Consider Adoption of the FY 2024-25 Annual Budget including: Resolutions No.'s 2024-05, a Resolution for Determination of Appropriation Limitation for the FY 2024-25 and Resolution No. 2024-06 Adopting the FY 2024-25 Budget.

Recommendation:

1. Receive Staff Report and Board Comment on the Proposed FY 2024/25 Budget
2. Open Public Hearing and Receive any Public Comment
3. Close the Public Hearing
4. Consider any further changes to the proposed budget
5. Adopt as Final, the Proposed Budget for FY 2024-25, by adopting Resolution Nos. 2024-05 and 2024-06, or if necessary, continue this item to a date certain for further consideration.

Discussion/Background:

Each year the District prepares and adopts an operating and capital projects budget for the coming Fiscal Year. The budget preparation process typically includes any adjustments to the water and/or sewer fee schedules. In late 2019 the Board retained a consultant to prepare a Cost of Services and Rate Study. In May 2020, the Board concluded the Prop 218 Hearing process and adopted a 5-year rate schedule included a maximum 3% increase in both water and wastewater revenues each year. FY 2024/25 is the last year of the Rate Study.

Staff presented the FY 2024/25 Preliminary Budget to the Board at the April 9, 2024, Board meeting. The Board reviewed the estimated FY 2023/24 year-end revenues and expenses; the projected FY 2024/25 revenues and expenses; and the proposed FY 2024/25 Capital Improvement Program.

The Board reviewed the Preliminary Budget and provided an opportunity for public comment at the April 9, 2024, Board meeting. After careful consideration and discussion, the Board directed staff to prepare the Draft Final FY 2024/25 Budget with no water or sewer rate increases. The Board directed staff to schedule a Public Hearing Notice for consideration of the Draft Final FY 2024/25 budget for the May 21st, 2024, Board meeting.

Attached is the Draft Final FY 2024/25 Budget for the Board's review and approval. The Draft Final budget anticipates:

- No rate increases for both the Water and Sewer rates
- 4% increase in county tax revenue;
- Increase in interest revenue to \$150,000;
- Little or no Connection Fee revenue;
- At least a \$75,000 reduction in O & M expenses
- 10% increase in utility expenses and 5% – 8% increase in other O&M expenses;
- Cal Fire Annual Contract to remain at approximately \$225,000.

The Capital Improvement Program budget anticipates:

Wastewater

- The annual WWTP project loan payment of approximately \$206,000. The Harbor District will reimburse the CSD for 33% of the loan payment (approximately \$68,000 per year).;
- Work on the sewage collection system to minimize/eliminate Inflow and Infiltration;
- Completion of the SCADA upgrade project;
Total estimated cost: \$435,000

Water

- Completion of the water meter replacement project;
- Inspection, repair, and re-coating Water Tank #1
Total estimated cost: \$425,000

Administration

- A project to repair the fascia and paint the exterior of the District Admin building (carry-over project from FY 23/24).
Total estimated cost: \$35,000

Following the Board's review of the staff report and any staff comments on the Final Draft Budget, the Board should: receive any public comment, close the Public Hearing, consider any changes to the Draft Budget; and then consider adoption of Resolution No. 2024-05, (which increases the District's Appropriation Limitations) and Resolution No. 2024-06 which formally adopts the FY 2024/25 District Budget.

Attachments:

1. Resolution No. 2024-05
2. Resolution No. 2024-06
3. Final Draft of the FY 2024-25 Budget



Avila Beach Community Services District

FINAL

2024/25 Fiscal Year Budget

Presented to the Board of Directors

May 21, 2024

Peter Kelley, President
Ara Najarian, Vice President
Kristin Berry
Howie Kennett
John Janowitz

Proposed by:

Brad Hagemann
General Manager/District Engineer

**Avila Beach Community Services District
2024-25 Fiscal Year Budget**

Fund Balances

AVILA BEACH COMMUNITY SERVICES DISTRICT
Cash Account Balances
Estimated FY 2023/24 Ending Balances

General Checking -

Five Star	Approx Ending Balance	06/30/24	\$	750,000
Pacific Premier	Approx Ending Balance	06/30/24	\$	<u>200,000</u>
Money Market	Approx Ending Balance	06/30/24	\$	200,000

LAIF - Account Balance

Beginning Balance	06/30/23	\$	3,956,000
Transfer In/Out		\$	0.00
Interest earned		\$	148,000

<u>LAIF Approx Ending Balance</u>	06/30/24	\$	<u>4,104,000</u>
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Reserve Account Balances

Water

Operating Reserve	\$	425,000
Capital Replacement Reserve	\$	275,000
Emergency Capital Reserve	\$	125,000
Rate Stabilization	\$	100,000
Total Water	\$	<u>925,000</u>

Wastewater

Operating Reserve	\$	525,000
Capital Replacement Reserve	\$	1,500,000
Emergency Capital Reserve	\$	225,000
Rate Stabilization	\$	100,000
Total Wastewater	\$	<u>2,350,000</u>

Unallocated General Reserves	\$	829,000
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Total Approx Ending Cash Balance	06/30/24	\$	<u>5,254,000</u>
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**Avila Beach Community Services District
2024-25 Fiscal Year Budget**

Budget Summary

Avila Beach Community Services District
Operations Maintenance Budget
Combined Detail - Final
 Fiscal Year 2024/25
 May 21, 2024

Combined Ordinary Income/Expense	Admin/Gen	Sanitary	Water	Street Lights	Solid Waste	Total
Income						
4010 · Operating Revenue	0	425,000	470,000	0		895,000
4012 · S W Franchise Fee					30,000	30,000
4020 · Ambulance Franchise Fee	4,500	0	0	0		4,500
4030 · County Taxes	630,000	125,000	80,000	15,000		850,000
4050 · Harbor O & M Reimbursement	0	100,000	0	1,000		101,000
4100 · Misc Income	0	0	0	0		0
4600 · Interest Income	125,000	0	0	0		125,000
Total Income	759,500	650,000	550,000	16,000	30,000	2,005,500
Expense						
5100 · Merch CC Fees TIB	7,500					7,500
5210 · Gross Wages	180,000	0	0	0	3,000	183,000
5230 · Payroll Taxes	1,000	0	0	0		1,000
5242 · Health Insurance	55,000	0	0	0		55,000
5254 · CalPERS Kathy	17,000	0	0	0		17,000
5256 · CalPERS Kristi	15,000	0	0	0		15,000
5260 · Work Comp Insurance	7,500	0	0	0		7,500
5280 · Payroll Admin & Misc	1,600	0	0	0		1,600
6102 · Accounting	30,000	0	0	0	2,000	32,000
6103 · Accounting Audit	11,000	0	0	0	1,000	12,000
6120 · Dues & Subscriptions	10,000	500	1,000	0		11,500
6130 · LAFCo Fees	6,000	0	0	0	1,000	7,000
6135 · Legal	15,000	5,000	2,000	0	5,000	27,000
6140 · Office Supplies & Postage	7,000	1,000	1,000	0		9,000
6145 · Public Notices	1,000			0		1,000
6150 · Rate Assistance	0	0	0	0	9,500	9,500
6155 · Rent	0	0	0	0		0
6160 · Training	2,500	0	0	0		2,500
6165 · Fuel & Travel	1,000	1,000	0	0		2,000
6170 · Web Site	5,000	0	0	0		5,000
6503 · Chemicals	0	45,000	2,000	0		47,000
6505 · Contract Labor O & M	4,000	50,000	10,000	0		64,000
6506 · Contract Labor GM	55,000	0	0	0	5,000	60,000
6507 · Contract Labor District Engr	0	50,000	25,000	0		75,000
6510 · Critical Spare Parts	0	6,000	4,000	0		10,000
6515 · Engineering	0	3,500	5,000	0		8,500
6520 · Equip Repairs & Maintenance	4,000	70,000	12,000	3,000		89,000
6525 · Fat Oil & Grease Program	0	4,000	0	0		4,000

Avila Beach Community Services District
Operations Maintenance Budget
Combined Detail - Final
 Fiscal Year 2024/25
 May 21, 2024

	Admin/Gen	Sanitary	Water	Street Lights	Solid Waste	Total
Combined						
6530 · Generator Maintenance		7,000		0	0	7,000
6535 · Insurance P/L	12,000	12,000	12,000	0	0	36,000
6540 · Lab Tests	0	55,000	2,000	0	0	57,000
6542 · Bldg Maintenance & Janitorial	5,000	0	0	0	0	5,000
6545 · Miscellaneous	0	0	2,000	0	0	2,000
6550 · Operating Supplies	0	6,000	3,000	0	0	9,000
6555 · Permits & Fees	0	17,000	5,000	0	0	22,000
6560 · Plan Checks	0	0	1,000	0	0	1,000
6565 · Regulatory Permit Compliance		5,000	2,000	0	0	7,000
6567 · Bldg Repairs	10,000					10,000
6570 · Safety Gear	0	1,000	500	0	0	1,500
6575 · Small Tools	0	2,000	1,000	0	0	3,000
6580 · Solids Handling		30,000				30,000
6585 · Telephone	3,000	5,500	0	0	0	8,500
6590 · Utilities	2,500	75,000	3,000	12,500	0	93,000
6591 · Yard Maintenance		3,500				
6802 · Lopez Water	0		175,000	0	0	175,000
6805 · State Water	0	0	205,000	0	0	205,000
6900 · Yard Improvements	0	0	1,000	0	0	1,000
Sub total Operating Expense	468,600	455,000	474,500	15,500	26,500	1,436,600
6600 · Cal Fire Contract Labor	225,000					
Total Expense	693,600	455,000	474,500	15,500	26,500	1,665,100
8050 · Fixed Assets Depreciation	0	150,000	40,000	0	0	190,000
Total Expenses						1,855,100
Net Profit/ Loss	65,900	45,000	35,500	500	3,500	150,400

**Avila Beach Community Services District
2024-25 Fiscal Year Budget**

Administrative Fund

Avila Beach Community Services District
Final Admin FY2024/25 Budget

May 21, 2024

Administrative/General	23/24 Budget	23/24 Projected	23/24 Comments	24/25 Proposed Budget	24/25 Comments
Ordinary Income/Expense					
Income					
4010 · Operating Revenue	0	0			
4020 · Contract Services Ambulance	4,500	4,500		4,500	
4030 · County Taxes	470,000	525,000		630,000	
4050 · Harbor Charges	0				
4070 · Late Charge Penalty	0				
4600 · Interest Income	50,000	125,000	Interest Rate Increase	125,000	
Total Income	524,500	654,500		759,500	
Expense					
5100 · Merchant CC Fees TIB	7,500	7,500		7,500	
5210 · Gross Wages	50,000	120,000		180,000	Added Ops Supervisor
5230 · Payroll Taxes	1,000	950		1,000	
5242 · Health Insurance	9,600	25,000		55,000	Added EE Medical
5254 · CalPERS Kathy	16,000	15,000		17,000	Retiree Unfunded Liability
5256 · CalPERS All EEs	5,000	9,000		15,000	District Share (50%)
5260 · Work Comp Insurance	1,300	1,300		7,500	Increased Payroll
5280 · Payroll Admin & Misc.	1,500	1,500		1,600	Payroll Processing Fees
6102 · Accounting Labor	15,500	30,000		30,000	Contract Controller
6103 · Accounting Audit	10,000	10,000		11,000	
6120 · Dues & Subscriptions	9,500	9,000		10,000	CSDA and USA Membership
6130 · LAFCo Fees	6,000	5,600		6,000	
6135 · Legal	15,000	10,000	Legal issue & Mtgs as needed	15,000	
6140 · Office Supplies & Post	7,000	6,000		7,000	
6145 · Public Notices	1,000	1,000		1,000	
6150 · Rate Assistance	0	0	Funded from Solid Waste	0	Funded from SW Revenue
6160 · Training	2,500	1,000	revenue	2,500	Required EE & Director Trng
6165 · Travel	1,000	1,000		1,000	
6167 · EE Uniforms				1,500	Ops Staff
6170 · Webpage Host & IT Support	3,000	4,000		5,000	
6505 · Contract Labor Admin	4,000	3,000	Haz Mat Annual Fee	4,000	Haz Mat Annual Fee
6506 · Contract Labor GM	55,000	55,000		55,000	Contract GM Admin
6507 · Contract Labor District Engr					
6520 · Equip Repairs & Maint	3,000	3,000		4,000	Copier & IT Support/Back-up
6535 · P/L Insurance	8,500	9,000		12,000	
6542 · Bldg Maint & Janitorial	5,000	5,000	Pest Control & Maintenance	5,000	
6567 · Bldg Repairs	17,000	4,500		10,000	Adm Office Repairs
6585 · Telephone & Internet	3,000	2,800		3,000	Admin Office
6590 · Utilities, Electrical	2,500	2,300		2,500	Admin Office, Electrical
SubTotal Admin Expenses	260,400	342,450		470,100	
6600 · Cal Fire Contract Labor	235,000	225,000		225,000	Cal Fire Contract Services
Total Admin Expense	495,400	567,450		695,100	

**Avila Beach Community Services District
2024-25 Fiscal Year Budget**

Sanitary Fund

Avila Beach Community Services District
Sanitary Budget
Fiscal Year 2024/25
May 21, 2024

Sanitary	23/24 Budget	23/24 Projected	23/24 Comments	24/25 Proposed Budget	24/25 Comments
Income					
4003 · Operating Revenue	460,000	425,000		425,000	Assumes No Rate Increase
4050 · Harbor O & M Reimbursement	100,000	100,000		100,000	
4030 · County Taxes	200,000	225,000		125,000	Transfer approx 20% of total Tax Revenue as needed
Total Income	<u>760,000</u>	<u>750,000</u>		<u>650,000</u>	
Expense					
6120 · Dues & Subscriptions	500	500		500	Underground Service Alert
6135 · Legal	5,000	3,000		5,000	WWTP Upgrade Project
6140 · Office Supplies & Postage	1,000	1,000		1,000	
6150 · Rate Assistance	1,000	1,000		0	Fund w/Franchise Fees
6165 · Travel	1,000	1,000		1,000	
6503 · Chemicals	55,000	40,000		45,000	
6505 · Contract Labor O&M	240,000	120,000		50,000	<i>Significant decrease due to staffing changes</i>
6507 · Contract Labor District Engr	55,000	40,000		50,000	
6510 · Critical Spare Parts	6,000	2,200		6,000	
6515 · Engineering	3,500	3,000		3,500	Contract as needed Non-CIP
6520 · Equip Repairs & Maintenance	90,000	90,000		70,000	More in-house repair work
6525 · Fat Oil & Grease Program	5,000	4,000		4,000	Contract program
6530 · Generator Maintenance	7,000	6,000		7,000	
6535 · Insurance	8,000	10,000		12,000	
6540 · Lab Tests	65,000	50,000		55,000	
6502 · Misc - Benthic Monitoring					Once every five years
6550 · Operating Supplies	5,000	6,000		6,000	
6555 · Permits & Fees	13,000	15,000		17,000	Anticipates 10% Increase

Avila Beach Community Services District
Sanitary Budget
Fiscal Year 2024/25
 May 21, 2024

Sanitary	23/24 Budget	23/24 Projected	23/24 Comments	24/25 Proposed Budget	24/25 Comments
6565 · Regulatory Permit Compliance	5,000	5,000		5,000	As Needed
6570 · Safety Gear	1,000	750		1,000	Gloves/Safety gear
6575 · Small Tools	500	1,000		2,000	Ops Staff Needs
6580 · Solids Handling	30,000	28,000		30,000	Bio Solids Transport & Disposal
6585 · Telephone	4,500	5,000		5,500	SCADA line & plant line
6590 · Utilities	55,000	60,000		75,000	MBR Unit & Rate Increases
6591 · Yard Maintenance	3,500	3,000		3,500	Landscape Maintenance at WWTP
Sub Total Operating Expense	659,500	494,450		455,000	
Total Operating Expense	659,500	494,450		455,000	
170 · Fixed Assets Depreciation	100,000	100,000		150,000	
Net Income/ Expense	500	155,550		45,000	
Other Income					
7210 · Connection Fees Paid	0	0		0	
7220 · SL HD CIP Reimbursement		150000		100000	

**Avila Beach Community Services District
2024-25 Fiscal Year Budget**

Water Fund

Avila Beach Community Services District
Water Budget
Fiscal Year 2024/25
 May 21, 2024

Water	23/24		24/25	24/25 Comments
	Budget	Projected	Proposed Budget	
Income				
4003 · Operating Revenue	475,000	470,000	470,000	Assumes No Rate Increase
4009 · County Taxes	100,000	100,000	80,000	As Needed Xfer from Admin
Total Income	<u>575,000</u>	<u>570,000</u>	<u>550,000</u>	
Expense				
6120 · Dues & Subscriptions	1000	600	1000	Rural Water Assc
6135 · Legal	2,000	2,000	2,000	
6140 · Office Supplies & Postage	1,000	1,000	1,000	
6549 · Rate Study				No Rate Study
6150 · Rate Assistance	0	0	0	Fund w/franchise Fees
6503 · Chemicals	2,000	2,000	2,000	
6505 · Contract Labor O &M	70,000	30,000	10,000	Limited Contract Operations
6507 · Contract Labor District Engr	25,000	22,000	25,000	Contract District Engineer
6510 · Critical Spare Parts	4,000	3,500	4,000	
6515 · Engineering	5,000	1,500	5,000	Contract as needed Non-CIP
6520 · Equip Repairs & Maint	12,000	12,000	12,000	
6535 · Insurance P/L	8,000	8,000	12,000	
6540 · Lab Tests	2,000	1,800	2,000	
6542 · Maintenance	2000	1,000	2000	
6550 · Operating Supplies	3,000	2,500	3,000	
6555 · Permits & Fees	5,000	4,000	5,000	
6560 · Plan Checks	1,000	1,000	1,000	Consultant Support As Needed
6565 · Regulatory Permit Compliance	2,000	1,500	2,000	SLO Co. Backflow, etc
6570 · Safety Gear	500	125	500	
6575 · Small Tools	500	500	1,000	
6590 · Utilities	3,000	2,600	3,000	Slight increase
6591 · Yard Improvements	1,000	500	1,000	

Avila Beach Community Services District
Water Budget
 Fiscal Year 2024/25
 May 21, 2024

Water	23/24 Budget	23/24 Projected	23/24 Comments	24/25 Proposed Budget	24/25 Comments
6805 - State Water	205,000	170,000		205,000	<i>Anticipates 15% Increase</i>
6802 - Lopez Water	160,000	165,000		175,000	<i>Anticipates 5% Increase</i>
Sub Total Operating Expense	<u>515,000</u>	<u>433,125</u>		<u>474,500</u>	
Total Operating Expense	<u>515,000</u>	<u>433,125</u>		<u>474,500</u>	
Net Income/ Expense	30,000	106,875		75,500	
Other Income					
7210 - Connection Fees Paid	40,000				
Other Expenses					
1600 - Fixed Assets Depreciation	30,000	30,000		40,000	
8200 - Capital Replacement Transfer				80,000	
Net Net Income/ Expense				-44,500	

**Avila Beach Community Services District
2024-25 Fiscal Year Budget**

Street Lighting Fund

**Avila Beach Community Services District
Street Light Budget
Fiscal Year 2024/25
May 21, 2024**

	<u>23/24 Budget</u>	<u>23/24 Projected</u>	<u>23/24 Comments</u>	<u>24/25 Proposed Budget</u>	<u>24/25 Comments</u>
Ordinary Income/Expense					
Income					
4010 · Operating Revenue	0			0	
4030 · County Taxes	15,000	16,000		15,000	
4050 · Harbor Charges	1,000	1,000		1,000	
4070 · Late Charge Penalty	0			0	
4100 · Misc Income					
Total Income	<u>16,000</u>	<u>17,000</u>		<u>16,000</u>	
Expense					
5200 · Payroll Expenses					
5210 · Gross Wages	0	0		0	
Total 5200 · Payroll Expenses	<u>0</u>	<u>0</u>		<u>0</u>	
5230 · Payroll Taxes					
503M · Medicare	0	0		0	
Total 5230 · Payroll Taxes	<u>0</u>	<u>0</u>		<u>0</u>	
6542 · Maintenance	3,000	2,500		3,000	
6545 · Miscellaneous	0			0	
6567 · Repairs	0			0	
6590 · Utilities	12,500	12,000		12,500	
Town Lights	7,200			7,200	
Front Street	5,300			5,300	
Sub Total Operating Expense	<u>15,500</u>	<u>14,500</u>		<u>15,500</u>	
6104 · Administrative Transfer	0			0	
Total Operating Expense	<u>15,500</u>	<u>14,500</u>		<u>15,500</u>	
Net Income/Expense	500	2,500		500	

Repairs to Dist. Owned lights as needed

7,200
5,300

**Avila Beach Community Services District
2024-25 Fiscal Year Budget**

Solid Waste Fund

Avila Beach Community Services District
Solid Waste Budget
 Fiscal Year 2024/25
 May 21, 2024

	23/24 Budget	23/24 Projected	23/24 Comments	24/25 Proposed Budget	24/25 Comments
Ordinary Income/Expense					
Income					
4012 · Solid Waste Franchise Fees	22,000	30,000		30,000	<i>Franchise Fee</i>
4070 · Late Charge Penalty	0	0		0	
4100 · Misc Income	0	0		0	
Total Income	<u>22,000</u>	<u>30,000</u>		<u>30,000</u>	
Expense					
5210 · Gross Wages	2,000	2,000		3,000	
6102 · Accounting	500	500		2,000	
6103 · Accounting Audit	1,000	1,000		1,000	
6130 · LAFCO Fees	1,000	1,000		1,000	
6135 · Legal	5,000	6,000		5,000	SB 1383 costs
6150 · Rate Assistance	9,500	9,500		9,500	
6506 · Contract Labor GM	2,000	2,000		5,000	SB 1383 costs
6542 · Maintenance	0			0	
6543 · Management	0			0	
6545 · Miscellaneous	0			0	
6550 · Operating Supplies	0			0	
6567 · Repairs	0			0	
Sub Total Operating Expense	<u>21,000</u>	<u>22,000</u>		<u>26,500</u>	
Total Operating Expense					
Net Income/ Expense	1,000	8,000		3,500	

**Avila Beach Community Services District
2024-25 Fiscal Year Budget**

Water and Sewer Rates

FY 2024/25 Proposed Water & WW Fixed and Variable Charges

	Rate	July 1, FY 20-21	July 1, FY 21-22	July 1, FY 22-23	July 1, FY 23-24	July 1, FY 24-25
Fixed Charge (\$ per month)						
All Customers		\$47.88	\$47.88	\$49.32	\$50.80	\$50.80
Variable Charge (\$ per HCF)						
All Customers						
Tier 1 - 0 to 5 units		\$4.05	\$4.05	\$4.18	\$4.31	\$4.31
Tier 2 - Over 5 units		\$11.67	\$11.67	\$12.02	\$12.39	\$12.39

Proposed Wastewater Fixed and Variable Charges

	July 1, FY 20-21	July 1, FY 21-22	July 1, FY 22-23	July 1, FY 23-24	July 1, FY 24-25
Fixed Charge (\$ per HCF)					
All Customers	\$9.50	\$9.50	\$9.79	\$10.08	\$10.08
Variable Charge (\$ per HCF)					
Single-family					
0 to 5 HCF	\$13.46	\$13.46	\$13.86	\$14.28	\$14.28
Over 5 HCF	13.46	13.46	13.86	14.28	14.28
Multifamily					
0 to 5 HCF	13.07	13.07	13.46	13.86	13.86
Over 5 HCF	13.07	13.07	13.46	13.86	13.86
Commercial					
0 to 5 HCF	16.41	16.41	16.90	17.41	17.41
Over 5 HCF	16.41	16.41	16.90	17.41	17.41
Hotels					
0 to 5 HCF	18.13	18.13	18.67	19.23	19.23
Over 5 HCF	18.13	18.13	18.67	19.23	19.23
Restaurants					
0 to 5 HCF	39.25	39.25	40.43	41.64	41.64
Over 5 HCF	39.25	39.25	40.43	41.64	41.64
Industrial					
0 to 5 HCF	14.98	14.98	15.43	15.89	15.89
Over 5 HCF	\$14.98	\$14.98	\$15.43	\$15.89	\$15.89

**Avila Beach Community Services District
2024-25 Fiscal Year Budget**

Water and Sewer Capacity Fees

RESOLUTION NO. 2013- 08

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

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

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

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

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

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

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

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

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

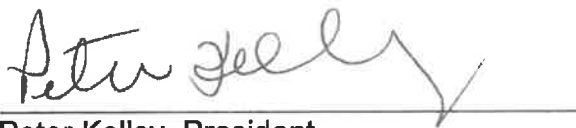
PASSED AND ADOPTED by the Board of Directors of the Avila Beach Community Services District this 10th day of December, 2013, on the following roll call vote:

AYES: Rowe, Janowicz, Waldron, Kelley

NOES: None

ABSENT: Richards

ABSTAIN: None



Peter Kelley, President
Avila Beach Community Services District

ATTEST:



John Wallace
District General Manager and
Secretary to the Board

APPROVED AS TO FORM:



Michael W. Seitz
District Legal Counsel

AVILA BEACH COMMUNITY SERVICES DISTRICT
 Water and Wastewater Capacity Charge Analysis
 Water Fee Classification and Calculation of Maximum Fee

EXHIBIT 10
 Preliminary Draft: Do Not Cite / Distribute.

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

Type of Use	Existing Water Capacity Fee ^{1,2}	Equivalence to a 2-Bedroom SFR Unit ³	Scenario 1	Scenario 2
			Updated Capacity Fee Based on 2-Bedroom Equivalency	Updated Capacity Fee Based on 2-Bedroom Equivalency
Single Family Residence or Condominium, per Residence				
One Bedroom	\$4,780.57	0.67	\$3,442	\$4,301
Two Bedroom	\$7,170.86	1.00	\$5,163	\$6,452
Three Bedroom	\$9,561.15	1.33	\$6,884	\$8,602
Four Bedroom	\$11,951.43	1.67	\$8,605	\$10,753
Multi Dwelling				
One Bedroom	\$3,824.46	0.53	\$2,754	\$3,441
Two Bedroom	\$5,736.69	0.80	\$4,130	\$5,161
Three Bedroom	\$7,648.92	1.07	\$5,507	\$6,882
Mobile Home	\$4,780.57	0.67	\$3,442	\$4,301
Barber Shop (per chair)	\$1,912.23	0.27	\$1,377	\$1,720
Beauty Shop (per chair)	\$2,390.29	0.33	\$1,721	\$2,151
Dentist Office (per chair)	\$14,341.72	2.00	\$10,326	\$12,903
Department Store (per employee)	\$764.89	0.11	\$551	\$688
or, if larger, (per 1,000 square feet)	\$2,292.92	0.32	\$1,652	\$2,063
Drug Store	\$9,561.15	1.33	\$6,884	\$8,602
w/Fountain Service add:	\$25,815.10	3.60	\$18,517	\$23,226
if Serving Meals add (per seat):	\$956.11	0.13	\$688	\$860
Laundry (per Standard washing machine)	\$19,122.29	2.67	\$17,168	\$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	\$2,063
Physicians Office (per examining room)	\$3,824.46	0.53	\$2,754	\$3,441
Restaurant (per seat at 20 gallons per day per seat)	\$382.45	0.05	\$275	\$344
Theatre (per seat)	\$57.37	0.01	\$41	\$52
Other non water intensive establishments: (per 500 gallons per day)	\$9,561.15	1.33	\$6,884	\$8,602
Boarding School, Elem (per student)	\$1,434.17	0.20	\$1,033	\$1,290
Boarding School, Senior (per student)	\$1,912.23	0.27	\$1,377	\$1,720
Church (per seat)	\$57.37	0.01	\$41	\$52
Country Club (per member)	\$478.06	0.07	\$344	\$430
Civic Club (per member)	\$57.37	0.01	\$41	\$52
Elementary School (per student)	\$305.96	0.04	\$220	\$275
Nursing Homes (per bed)	\$2,868.34	0.40	\$2,065	\$2,581
Rooming House (per resident)	\$1,912.23	0.27	\$1,377	\$1,720
Summer Camps (per resident or camper)	\$1,147.34	0.16	\$826	\$1,032

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

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

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

AVILA BEACH COMMUNITY SERVICES DISTRICT
Water and Wastewater Capacity Charge Analysis
Wastewater Fee Classification and Calculation of Maximum Fee

EXHIBIT 11
Preliminary Draft: Do Not Cite / Distribute.

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

Type of Use	Existing Water Capacity Fee ^{1,2}	Equivalence to a 2-Bedroom SFR Unit ³	Scenario 1	Scenario 2
			Updated Capacity Fee Based on 2-Bedroom Equivalency	Updated Capacity Fee Based on 2-Bedroom Equivalency
Single Family Residence or Condominium, per Residence				
One Bedroom	\$980.94	0.67	\$6,253	\$8,320
Two Bedroom	\$1,471.41	1.00	\$9,379	\$12,481
Three Bedroom	\$1,961.88	1.33	\$12,505	\$16,641
Four Bedroom	\$2,452.35	1.67	\$15,632	\$20,801
Multi Dwelling*				
One Bedroom	\$784.75	0.53	\$5,002	\$6,656
Two Bedroom	\$1,177.13	0.80	\$7,503	\$9,985
Three Bedroom	\$1,569.51	1.07	\$10,004	\$13,313
Mobile Home*	\$980.94	0.67	\$6,253	\$8,320
Barber Shop** (per chair)	\$392.38	0.27	\$2,501	\$3,328
Beauty Shop** (per chair)	\$490.47	0.33	\$3,126	\$4,160
Dentist Office** (per chair)	\$2,942.83	2.00	\$18,750	\$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	\$2,991	\$3,991
Drug Store**	\$1,961.88	1.33	\$12,505	\$16,641
w/Fountain Service add:	\$5,297.09	3.60	\$37,715	\$44,931
If Serving Meals add (per seat):	\$196.18	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)	\$470.45	0.32	\$2,991	\$3,994
Physicians Office**	\$784.75	0.53	\$5,002	\$6,656
(per examining room)				
Restaurant**	\$78.48	0.05	\$500	\$666
(per seat at 20 gallons per day per seat)				
Theatre** (per seat)	\$11.77	0.01	\$75	\$100
Other non water intensive establishments**:				
(per 500 gallons per day)	\$1,961.88	1.33	\$12,505	\$16,641
Boarding School, Elem (per student)	\$294.28	0.20	\$1,876	\$2,496
Boarding School, Senior (per student)	\$392.38	0.27	\$2,501	\$3,328
Church (per seat)	\$11.77	0.01	\$75	\$100
Country Club (per member)	\$98.09	0.07	\$625	\$832
Civic Club** (per member)	\$11.77	0.01	\$75	\$100
Elementary School (per student)	\$62.78	0.04	\$400	\$533
Nursing Homes (per bed)	\$588.57	0.40	\$3,752	\$4,992
Rooming House (per resident)	\$392.38	0.27	\$2,501	\$3,328
Summer Camps (per resident or camper)	\$235.43	0.16	\$1,501	\$1,997

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

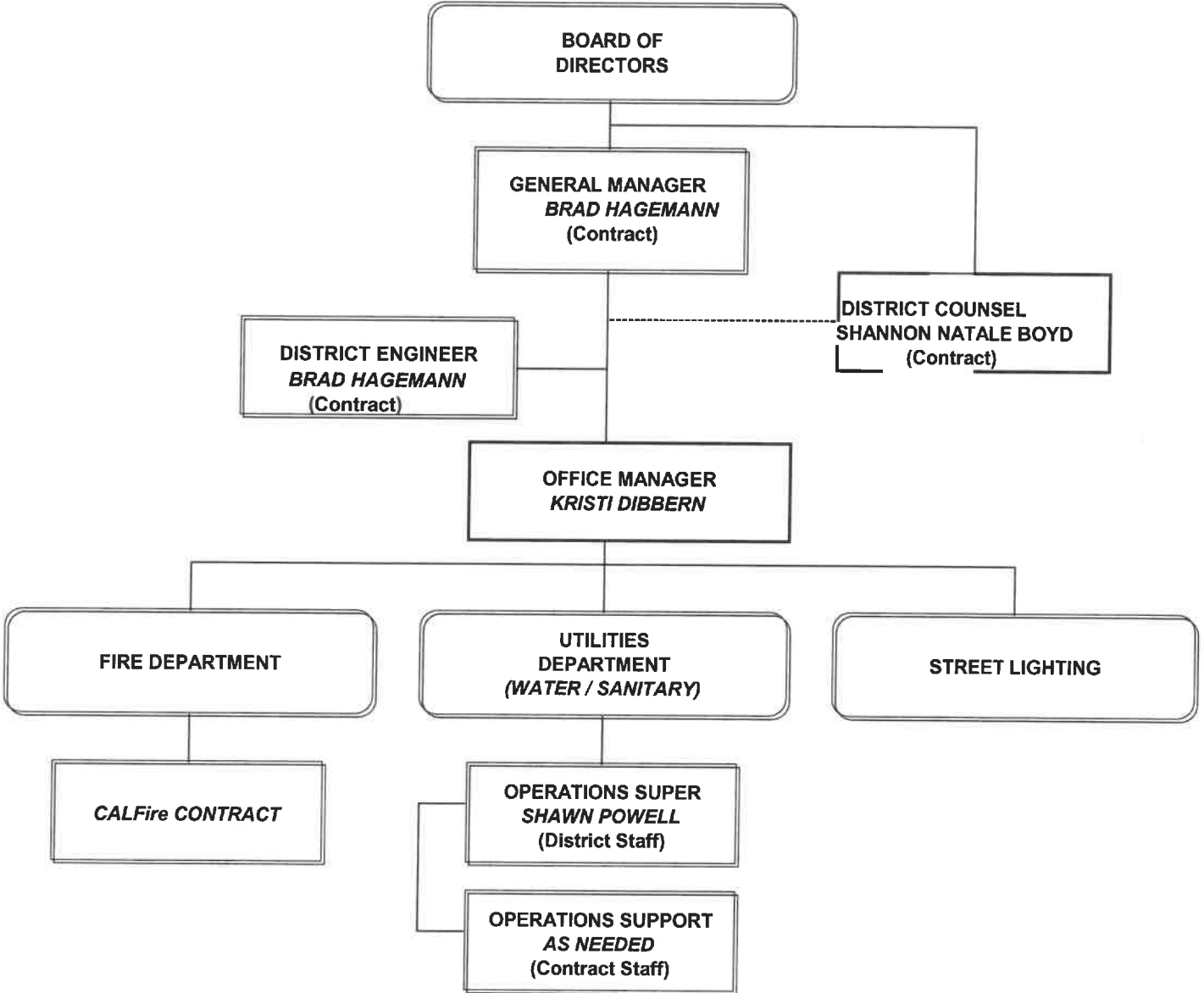
The following notes are applicable to the existing capacity fees:

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

**Avila Beach Community Services District
2024-25 Fiscal Year Budget**

District Organization Chart

AVILA BEACH COMMUNITY SERVICES DISTRICT
FY 2024/25 Organization Chart



**Avila Beach Community Services District
2024-25 Fiscal Year Budget**

**Compensation
Effective 7/1/24**

**2024/25 Fiscal Year Budget
Avila Beach Community Services District**

**Proposed Pay Grades and Related Steps
for Permanent Employees
To Be Effective 7/1/24**

	Existing	Proposed	Existing	Proposed	Existing	Proposed	Existing	Proposed
STEP 1	21.00	21.84	26.00	27.04	32.80	34.11	50.00	52.00
STEP 2	22.26	23.15	27.56	28.66	34.77	36.16	53.00	55.12
STEP 3	23.60	24.54	29.21	30.38	36.85	38.33	56.18	58.43
STEP 4	25.01	26.01	30.97	32.21	39.07	40.63	60.00	62.40
STEP 5	26.51	27.57	32.82	34.14	41.41	43.07	63.60	66.14
STEP 6	28.10	29.23	34.79	36.19	43.89	45.65	67.42	70.11

Classification Billing Clerk Accountant Office Manager Operations Supervisor

STEP PARAMETERS INCLUDE A 6% INCREASE PER STEP

Step 1 is typically the starting wage. Hiring above Step 1 may be approved subject to the Personnel Committee concurrence.
 Step 2 increase is available with satisfactory six month review, completion of probation period and General Manager's approval.
 Step 3 is available after 1 year of service at Step 2, satisfactory annual review and General Manager's approval.
 Step 4 is available after 1 year of service in Step 3, satisfactory annual review and General Manager's approval.
 Step 5 is available after 1 year of service in Step 4, satisfactory annual review and General Manager's approval.
 Step 6 is available after 1 year of service in Step 5, satisfactory annual review and General Manager's approval.

***COST OF LIVING ADJUSTMENT (This table includes 4% COLA)**

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

**Avila Beach Community Services District
2024-25 Fiscal Year Budget**

Capital Equipment/Projects

2024/25 Fiscal Year Budget Avila Beach Community Services District Capital Improvement Program (May 21, 2024)

Item Description	2024/25 1	2026/27 2	2027/28 3	2028/29 4	2029/30 5
General/Administration					
ADM-1 General/Administrative Capital Improvements	\$ 35,000	\$ 25,000	\$ 0.00	\$ 15,000	\$ 0.00
Subtotal:	\$ 35,000	\$ 25,000	\$ 0.00	\$ 15,000	\$ 0.00
Water					
W-2024/25 - 1 Water System Meter Replacement (AMR)	\$ 175,000	\$ 50,000	\$ 0.00	\$ 0.00	\$ 0.00
W-2024/25 - 2 Misc Water Line or Valve Replacement/Repair (As Needed)	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 25,000
W-2024/25 - 3 Inspect and Re-Coat Water Tank #1	\$ 200,000	\$ 50,000	\$ 0.00	\$ 0.00	\$ 0.00
W-Future Water Tank #2 Maintenance or Replace	\$ 0.00	\$ 100,000	\$ 50,000	\$ 0.00	\$ 0.00
W-Future Develop Well Water Source	\$ 0.00	\$ 0.00	\$ 75,000	\$ -	\$ -
Subtotal:	\$ 425,000	\$ 250,000	\$ 175,000	\$ 50,000	\$ 25,000
Wastewater					
WW- 2024/25-1 WWTP Improvements/Redundancy Project (loan payment)	\$ 210,000	\$ 210,000	\$ 210,000	\$ 210,000	\$ 210,000
WW- 2024/25-2 WWTP SCADA Upgrade	\$ 50,000	\$ 25,000	\$ -	\$ -	\$ -
WW - 2024/25 -3 Wastewater Collection System Repair Inflow & Infiltration	\$ 100,000	\$ 50,000	\$ 25,000	\$ 25,000	\$ 25,000
WW -2024/25 -4 Miscellaneous Wastewater Projects (As Needed)	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
WW - F1 Brine Receiving Facilities	\$ 0	\$ 75,000	\$ 100,000	\$ -	\$ -
WW- F3 First Street Sewer Line Replacement	\$ 0	\$ 0	\$ 0.00	\$ 50,000	\$ 200,000
WW- F5	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Subtotal:	\$ 435,000	\$ 435,000	\$ 410,000	\$ 360,000	\$ 510,000
Street Lighting					
L-1 Repair or Replace Lights and Electrical Systems (As Needed)	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
Subtotal:	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
Total Capital Equipment / Projects by Fiscal year:	\$ 902,500	\$ 717,500	\$ 592,500	\$ 432,500	\$ 542,500
Total 5-Year Capital Equipment / Projects	\$ 3,187,500				

KEY

W-F#= FUTURE WATER -
 WW# = WASTEWATER
 WW-F# = FUTURE WASTEWATER -

**AVILA BEACH COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2024-05**

**A RESOLUTION FOR DETERMINATION OF
APPROPRIATION LIMITATION FOR THE
2024-2025 FISCAL YEAR
AND
REQUESTING DISTRIBUTION OF
SPECIAL DISTRICT AUGMENTATION FUNDS**

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

WHEREAS, the State Department of Finance has determined that the percent change in the California Per Capita Personal Income (CPCPI) is **1.0362** and the percent change in the population (POP) of the unincorporated areas of San Luis Obispo County is **-0.42** and,

WHEREAS, the appropriation, subject to limitation (estimated net tax proceeds excluding Augmentation Funds) for FY 2024/25 was been determined to be **\$7,001,283**; and

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

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

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

$$1.0362 \times 0.9958 = 1.0318$$

2. That the 2024-2025 Appropriation Limit is and is determined as follows:

2023-2024 Limitation		<u>\$ 7,255,836</u>
2024-2025 Ratio of Change	X	<u>1.0318</u>
2024-2025 Appropriation Limitation		<u>\$ 7,486,919</u>

3. That the Appropriation Limitation (\$7,486,919) exceeds the Appropriation subject to Limitation (\$478,389) by \$7,008,530.

4. No further adjustment to the 2024-2025 Appropriation Limitation has been made for mandated costs. However, any new mandated costs or increases in existing mandated costs would increase the limitation by the amount of "Proceeds from Taxes" used to finance mandates in fiscal year 2024-2025.

5. That the County of San Luis Obispo distribute to the District, the District's share of the Special District's Augmentation Funds, if any, as determined by the Board of Supervisors.

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

AYES:

NOES:

ABSENT:

The foregoing Resolution is hereby adopted this 21st day of May 2024.

Peter Kelley, President

ATTEST:

Secretary to the Board of Directors

**AVILA BEACH COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 2024-06**

A RESOLUTION ADOPTING THE 2024-2025 FISCAL YEAR BUDGET

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

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

WHEREAS, the District desires to make known its planned activities and associated costs for the 2024-2025 fiscal year.

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

1. That the proposed budget entitled, "Avila Beach Community Services District 2024/25 Fiscal Year Budget," be adopted as submitted or amended.
2. That the budget be administered as established by past policies and practices.

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

AYES:

NOES:

ABSENT:

The foregoing resolution is hereby adopted this 21st day of May 2024.

Peter Kelley, President

ATTEST:

Secretary to the Board of Directors

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager



DATE: May 21, 2024

SUBJECT: Resolution No. 2024-07, Authorizing staff to open an investment account with California CLASS

Staff Recommendation:

Adopt Resolution No. 2024-07 to open an investment account with California CLASS

Discussion:

California Class is a Joint Powers Authority investment pool that provides public agencies the opportunity to invest funds on a cooperative basis in rated pools that are managed in accordance with California state law. The primary objectives of California Class are to offer participating agencies fund safety, same day or next day liquidity, and optimized return on investments. California Class is endorsed by the California Special Districts Association and is an investment alternative to the State Local Agency Investment Fund (LAIF). The current daily yield on funds invested with California Class is 5.39%.

Staff has checked referrals from other local District's and agencies that have opened an investment account with California CLASS and all of them provide excellent referrals. Mr. Jerry Legg, Senior Director at California Class will be attending the Board meeting to provide a brief overview of California Class and respond to any Board questions.

Although not specifically required by California CLASS, staff believes it is prudent for the District adopt a formal resolution that identifies the District's intension to open an investment account with California CLASS. The attached Resolution formalizes and completes this process.

RESOLUTION NO. 2024 – 07

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
AVILA BEACH COMMUNITY SERVICES DISTRICT
AUTHORIZING STAFF TO OPEN AN INVESTMENT ACCOUNT WITH CALIFORNIA CLASS
AND AUTHORIZING SIGNATORS FOR THE ACCOUNTS**

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

WHEREAS, the District wishes to establish an investment account with California CLASS; and

WHEREAS, the purpose of this Resolution is to indicate the current authorized signers for the District’s investment account at California CLASS; and

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

The following District Officers and staff are authorized signers who may sign and transact on the District investment account at CALIFORNIA CLASS:

<u>Title</u>	<u>Name</u>
President	Mr. Peter Kelley
Vice President	Mr. Ara Najarian
Director	Mr. John Janowicz
Director	Ms. Kristin Berry
Director	Mr. Howie Kennett
General Manager	Mr. Brad Hagemann

PASSED AND ADOPTED by the Board of Directors of the Avila Beach Community Services District this 21st day of May, 2024 on the following roll call vote:

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

AYES:
NOES:
ABSENT:

The foregoing resolution is hereby adopted this 21th day of May, 2024

Pete Kelley

ATTEST:

Brad Hagemann, Secretary to the Board of Directors