

AVILA BEACH COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA. 93424
Meeting Room and Office – 100 San Luis Street, Avila Beach
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REGULAR BOARD MEETING

1 PM Tuesday, October 8th , 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. PUBLIC COMMENT ON CLOSED SESSION ITEM

6. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2). Number of cases: One.

7. REPORT ON CLOSED SESSION/ANNOUNCEMENT OF ACTION, IF ANY, TAKEN IN CLOSED SESSION

8. 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 September 12, 2024, Regular Board Meeting
- B. Monthly Financial Review for September 2024
- C. General Manager and District Engineer Report
- D. Water and Wastewater Operations Reports for September 2024

9. DISCUSSION OF PULLED CONSENT ITEMS

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

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

- A. Consider Approval of a Preliminary Will Serve for 502 First Street, Avila Beach, APN 076-213-007
(Action Required: Consider approval of Preliminary Intent to Serve)
- B. Provide a Recommendation to the County Board of Supervisors for filling TWO, four-year positions on the District's Governing Board.
(Action Required: recommend two individuals to fill the positions)

11. 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.

12. ADJOURN

The next Regular Board meeting is scheduled for Tuesday, November 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.

MINUTES OF BOARD OF DIRECTORS MEETING
Avila Beach Community Services District
Tuesday, September 10th, 2024
1:00 P.M.

1. CALL TO ORDER

President Kelley called the meeting of the Board of Directors of the Avila Beach Community Services District, to order at 1:05 P.M. on the above date, in the Avila Beach Community Services District Building, 100 San Luis Street, Avila Beach, California.

2. ROLL CALL

Board Members Present	Pete Kelley Howie Kennett John Janowicz Kristin Berry
Board Members Absent:	Ara Najarian

Staff Present:	Brad Hagemann, General Manager & District Engineer Kristi Dibbern, Office Manager
Operations:	Shawn Powell, Chief Plant Operator
Legal Counsel:	Craig Parton from Price, Postal, & Parma via Zoom

3. PUBLIC COMMENTS

Fraizer Kershaw joined the meeting via Zoom and asked the Directors if the CSD would be interested in participating in a project to recognize that there are two men's soccer coaches living in the Avila Beach area. The Board decide this matter might best by handled by the Avila Beach Civic Foundation as part of their annual grant program. Mr. Kershaw thanked the Board for their time.

4. INFORMATION AND DISCUSSION ITEMS

A. County Reports

Sheriff's Report: Sheriff MacDonald reported 127 calls for service last month. Eleven preventive patrol stops, 4 disturbances, and seven suspicious circumstances were investigated. Two vandalisms were reported, as well as, one theft. Two petty thefts were reported but the value was less than \$950 each. One petty theft included a scooter. Three assault and battery cases were reported, of those, one was domestic violence. Sheriff MacDonald asked residents to please report non-emergency incidents to 805-781-5850 and press "3" when prompted.

Cal Fire: Chief Lee reported 71 calls for service and 42 were medically related. Chief Lee noted that on August 26th a fire started on the Harford Pier under Mersea's Restaurant. Fortunately, the fire was quickly contained. The fire is still under investigation. Cal Fire crews are continuing to clear brush for a fire break on Onterio Ridge. Chief Lee reported that the Avila Foundation has granted money for a hose pick up machine. This equipment will drastically reduce the time it takes to recoil the long hoses used on fire trucks.

5. CONSENT ITEMS

Director Berry made a motion to approve the Consent Items. It was seconded by Director Kennett and passed with a roll call vote 4-0.

AYES: Kristin Berry
Howie Kennett
John Janowicz
Pete Kelley
NOES: None
ABSENT: Ara Najarian

6. PUBLIC COMMENT ON CLOSED SESSION ITEM

NO COMMENTS.

7. CLOSED SESSION

The Board convened to closed session at 1:25PM to discuss the following items:

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

**Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2).
Number of cases: One.**

8. REPORT ON CLOSED SESSION/ANNOUNCEMENT OF ACTION, IF ANY, TAKEN IN CLOSED SESSION

The Board returned to regular session at 2:03 PM.

No reportable action was taken by the Board of Directors.

9. DISCUSSION OF PULLED CONSENT ITEMS: None

10. BUSINESS ITEMS:

A. Conflict of Interest Code Review. Consider Adoption of Resolution No. 2024-10. Administrative staff & legal counsel provided an amended Conflict of Interest Code with proposed changes and Resolution No. 2024-10, which would formally adopt the updated Code. The Conflict-of-Interest Code designates positions required to file Statements of Economic Interests (Form 700), and assigns disclosure categories specifying the types of interests to be reported. Director Kennett made a motion to adopt Resolution 2024-10, it was seconded by Director Berry and passed with a roll call vote 4-0.

AYES: Howie Kennett
Kristin Berry
John Janowicz
Pete Kelley
NOES: None
ABSENT: Ara Najarian

ADJOURNMENT: The meeting was adjourned at approximately 2:15PM.

NEXT MEETING October 8th, 2024, at 1:00PM.

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: Oct 8th, 2024

SUBJECT: Monthly Financial Review for September

Recommendation:

Receive and file report.

Overall Monthly Summary

During the month of September, the District deposited \$111,871.60 and incurred \$147,480.04 in expenses (cash basis). Non-routine expenses included payment of \$54,487 to the San Luis Obispo County Fire Department for out 4th quarter fire protection services and a payment of \$2,146 to County Emergency Services for the District's share of the Hazardous Materials Response expenses for FY 2024/25.

Water and sewer revenue for the month of September was \$82,244.95. County taxes were deposited in the amount of \$24,143.35.

Detailed financial reports including the September 30, 2024, Balance Sheet, the September 1 to September 30 monthly Profit and Loss report, and the monthly Checks by Fund report are provided as an attachment to this report.

Utility Service Billing

The District billed approximately \$98,618.07 in water and sewer service charges in September. Customer Rate Assistance reduced billing charges to the District in the amount of \$836.85 for the month of September.

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

	<u>Sep 30, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash Summary	
1005 · Customer Cash	198.06
1008 · Petty Cash	65.72
1010 · Pacific Premier Checking	145,822.65
1015 · Five Star Bank Checking	757,556.54
1017 · Five Star Bank MM	209,466.23
1050 · LAIF	<u>4,153,480.41</u>
Total 1000 · Cash Summary	<u>5,266,589.61</u>
Total Checking/Savings	<u>5,266,589.61</u>
Accounts Receivable	
1200 · *Accounts Receivable	<u>122,109.64</u>
Total Accounts Receivable	<u>122,109.64</u>
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	<u>124,408.03</u>
Total 1280 · Water & Sewer Billings	<u>100,392.56</u>
Total 1250 · Receivables	<u>164,777.32</u>
1400 · Prepaid Summary	
1410 · Prepaid Insurance	<u>2,521.82</u>
Total 1400 · Prepaid Summary	<u>2,521.82</u>
Total Other Current Assets	<u>167,299.14</u>
Total Current Assets	<u>5,555,998.39</u>
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	<u>286.40</u>
Total 1670 · Vehicles - Admin	<u>43,454.90</u>

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

	<u>Sep 30, 24</u>
1600 · Fixed Assets & Acc. Depr.	
1605 · Office Equipment	
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	<u>2,365,475.40</u>

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

	<u>Sep 30, 24</u>
1650 · Fixed Assets - Water	
1652 · Equipment	
1653 · Equipment Cost	21,136.28
1654 · Equipment Accum Depr	<u>-21,136.28</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>10,775,785.30</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2140 · Five Star MC Control x0557	
2141 · FS MC BH x8624	57,565.71
2142 · FS MC SP x6340	25,235.55
2143 · FS MC KD x3018	669.22
2140 · Five Star MC Control x0557 - Other	<u>-77,272.05</u>
Total 2140 · Five Star MC Control x0557	<u>6,198.43</u>
Total Credit Cards	6,198.43

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

	<u>Sep 30, 24</u>
Other Current Liabilities	
2200 · Payroll Liabilities	
2240 · Health Insurance	
2241 · Employee	7,560.00
Total 2240 · Health Insurance	<u>7,560.00</u>
2250 · PERS Liability	756.26
2255 · Accrued Interest FB Auditor	71,347.50
2260 · Vacation Payable	5,441.96
2262 · Sick Pay Accrued	12,335.12
Total 2200 · Payroll Liabilities	<u>97,440.84</u>
2300 · Deposits Held	
2303 · Water Deposits Held	7,640.00
Total 2300 · Deposits Held	<u>7,640.00</u>
Total Other Current Liabilities	<u>105,080.84</u>
Total Current Liabilities	111,279.27
Long Term Liabilities	
2400 · Net Pension Liability	92,927.00
2450 · U.S. Bank Loan WWTP	2,402,549.03
2500 · Deferred Inflows of Resources	86,221.00
2999 · Unbalanced Classes	-3,637,745.91
Total Long Term Liabilities	<u>-1,056,048.88</u>
Total Liabilities	-944,769.61
Equity	
3000 · Opening Bal Equity	-17,611.15
3900 · Retained Earnings	11,707,591.71
Net Income	30,574.35
Total Equity	<u>11,720,554.91</u>
TOTAL LIABILITIES & EQUITY	<u><u>10,775,785.30</u></u>

	<u>Sep 24</u>
Ordinary Income/Expense	
Income	
4000 · Income Summary	
4010 · Operating Revenue	82,244.95
4012 · Solid Waste Franchise Fee	3,500.58
4020 · Contract Services-Ambulance	1,197.71
4030 · County Taxes	24,143.35
4600 · Interest Income	785.01
	<hr/>
Total 4000 · Income Summary	111,871.60
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Total Income	111,871.60
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Gross Profit	111,871.60
Expense	
5100 · Merchant Credit Card Fees	
5110 · Amex	10.00
5120 · Chase Paymentech	239.54
5140 · Invoice Cloud	435.38
	<hr/>
Total 5100 · Merchant Credit Card Fees	684.92
5200 · Payroll Expenses	
5210 · Gross Wages	
5213 · Overtime Pay	187.20
5211 · Regular Pay	10,958.88
5212 · Holiday Pay	773.10
5214 · Sick Pay	0.00
5216 · Vacation Pay	1,004.30
	<hr/>
Total 5210 · Gross Wages	12,923.48
5230 · Payroll Taxes	180.84
5240 · Health & Medical Exp.	
5242 · Health Ins / Other	6,547.57
	<hr/>
Total 5240 · Health & Medical Exp.	6,547.57
5250 · PERS Company Pd Expense	
5255 · PERS Co Pd Shawn	614.18
5256 · PERS Co Pd Kristi	387.40
5250 · PERS Company Pd Expense - Ot...	-408.07
	<hr/>
Total 5250 · PERS Company Pd Expense	593.51

	<u>Sep 24</u>
5260 · Work Comp Insurance	2,213.44
5280 · Payroll Administration & Misc.	130.28
Total 5200 · Payroll Expenses	22,589.12
6000 · Administrative Overheads	
6102 · Accounting	4,503.13
6115 · Bank Service Charges	0.00
6120 · Dues & Subscriptions	1,036.96
6135 · Legal	1,940.50
6140 · Office Supplies & Postage	
6142 · Postage & Shipping	227.12
6143 · Supplies, Office	456.12
Total 6140 · Office Supplies & Postage	683.24
6150 · Rate Assistance	836.85
6167 · Uniforms	178.36
6170 · Website	249.00
Total 6000 · Administrative Overheads	9,428.04
6500 · Operating Expenses	
6503 · Chemicals	1,463.45
6504 · Admin Contract Services	1,070.00
6505 · Contract Labor O & M	19,908.80
6506 · Contract Labor GM	11,040.00
6507 · Contract Labor Civil Engineer	8,320.00
6520 · Equipment Repair & Maint.	
6522 · Equip. Rep. & Maint-Avila & HD	240.52
6524 · Equip. Rep. & Maint. Avila Only	797.35
Total 6520 · Equipment Repair & Maint.	1,037.87
6528 · Gas & Oil	341.67
6535 · Insurance P/L	2,869.46
6540 · Lab Tests	2,572.00
6542 · Maintenance	542.00
6550 · Operating Supplies	36.92
6555 · Permits & Fees	300.00
6565 · Regulatory Compliance	11,677.00
6572 · Security	321.10
6575 · Small Tools	158.54
6580 · Solids Handling	2,713.50
6585 · Telephone / Internet	224.96

	<u>Sep 24</u>
6590 · Utilities	11,287.83
6591 · Yard Maintenance	407.25
Total 6500 · Operating Expenses	76,292.35
6600 · Cal Fire Contract Labor	54,487.52
Total Expense	163,481.95
Net Ordinary Income	-51,610.35
Other Income/Expense	
Other Income	
7200 · Non-Operating Income	
7210 · Connection Fees	-17,933.00
Total 7200 · Non-Operating Income	-17,933.00
Total Other Income	-17,933.00
Other Expense	
8200 · Non-Operating Expenses	
8230 · Capital Purchases in Prog Sani	
8249 · SCADA Project Upgrade	330.00
8245 · WWTP Improvement Project	
8245d · WWTP Wallace Group Enginee...	1,266.84
Total 8245 · WWTP Improvement Project	1,266.84
Total 8230 · Capital Purchases in Prog Sani	1,596.84
Total 8200 · Non-Operating Expenses	1,596.84
Total Other Expense	1,596.84
Net Other Income	-19,529.84
Net Income	-71,140.19

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

10/02/24

Type	Date	Num	Name	Memo	Account	Amount	Balance
General / Admin							
Check	09/03/2024	3929	Nikki Engle Bookkeeping	Inv # 3685 8/28/24	6102 · Accounting	1,235.00	1,235.00
Check	09/04/2024	ACH	SDRMA Health	June Health Ins Member # 7017 Ref # H4...	5242 · Health Ins / Ot...	5,157.57	6,392.57
Check	09/04/2024	3931	Eide Bailly LLP	Client #: 283812 Inv. # EI01729761	6102 · Accounting	196.88	6,589.45
Check	09/04/2024		Paymenttech		5120 · Chase Paymen...	9.47	6,598.92
Check	09/05/2024		Paymenttech		5120 · Chase Paymen...	10.72	6,609.64
Check	09/05/2024		American Express Disc...		5110 · Amex	10.00	6,619.64
Check	09/05/2024		Paymenttech		5120 · Chase Paymen...	7.78	6,627.42
Check	09/05/2024		Paymenttech		5120 · Chase Paymen...	3.15	6,630.57
Check	09/06/2024		Paymenttech		5120 · Chase Paymen...	4.83	6,635.40
Check	09/09/2024	Auto...	Coastline Cleaning Co.	Office Maintenance	6542 · Maintenance	165.00	6,800.40
Check	09/09/2024	Auto...	Coastline Cleaning Co.	Exterior Cleaning	6542 · Maintenance	25.00	6,825.40
Check	09/09/2024	3934	Hagemann & Associates	July 28th - Aug 10th, 2024 Inv. 1253 Contr...	6506 · Contract Labor ...	4,160.00	10,985.40
Check	09/09/2024	3935	Hagemann & Associates	Aug 11th - Aug 24th, 2024 Inv. 1254 GM C...	6506 · Contract Labor ...	2,880.00	13,865.40
Check	09/09/2024	3936	Teresa Klostermann	Contract Labor 8/1/24 -8/31/24	6504 · Admin Contrac...	750.00	14,615.40
Check	09/09/2024		Paymenttech		5120 · Chase Paymen...	3.14	14,618.54
Check	09/10/2024	3937	SLO CO Fire Department	2023 Q4 Actuals FY 2023/24	6600 · Cal Fire Contra...	54,487.52	69,106.06
Check	09/10/2024	EFT	InvoiceCloud	Invoice Cloud merchant fees	5140 · Invoice Cloud	435.38	69,541.44
Check	09/10/2024		Paymenttech		5120 · Chase Paymen...	4.70	69,546.14
Check	09/11/2024		Paymenttech		5120 · Chase Paymen...	2.73	69,548.87
Check	09/12/2024		Paymenttech		5120 · Chase Paymen...	6.26	69,555.13
Check	09/13/2024		Paymenttech		5120 · Chase Paymen...	2.42	69,557.55
Check	09/16/2024		Paymenttech		5120 · Chase Paymen...	1.99	69,559.54
Check	09/17/2024		Paymenttech		5120 · Chase Paymen...	5.09	69,564.63
Check	09/17/2024	EFT	Public Employees Retir...	\$ 408.63 x 2 Kristi	2250 · PERS Liability	817.26	70,381.89
Check	09/17/2024	EFT	Public Employees Retir...	\$ 447.33 x 2 Shawn	2250 · PERS Liability	894.66	71,276.55
Check	09/17/2024	EFT	Public Employees Retir...	Addtl Co Pd Kristi & Shawn	5250 · PERS Compan...	-419.72	70,856.83
Check	09/17/2024	EFT	Public Employees Retir...	\$ 231.73 x 2 Kristi	2250 · PERS Liability	463.46	71,320.29
Check	09/17/2024	EFT	Public Employees Retir...	\$ 391.72 x 2 Shawn	2250 · PERS Liability	783.44	72,103.73
Check	09/17/2024	EFT	Public Employees Retir...	Addtl Co Pd Kristi & Shawn	5250 · PERS Compan...	11.65	72,115.38
Check	09/17/2024	EFT	PERS	GASB 68 Report CalPERS ID # 16748782...	6120 · Dues & Subscri...	700.00	72,815.38
Check	09/18/2024		Paymenttech		5120 · Chase Paymen...	2.87	72,818.25
Check	09/18/2024		Paymenttech		5120 · Chase Paymen...	1.98	72,820.23
Check	09/19/2024	3939	Creative Technologies, I...	INV 00784 9/16/24 Run Date: 9/3/24	6142 · Postage & Ship...	188.32	73,008.55
Check	09/19/2024	3941	Nikki Engle Bookkeeping	Inv # 3701 9/15/24	6102 · Accounting	1,755.00	74,763.55
Check	09/19/2024	3944	SDRMA Work Comp	Inv. 76248 9.9.24 Member #: 7017 2024-25	5260 · Work Comp In...	2,213.44	76,976.99
Check	09/20/2024		Paymenttech		5120 · Chase Paymen...	9.31	76,986.30
Check	09/23/2024		Paymenttech		5120 · Chase Paymen...	126.31	77,112.61
Check	09/23/2024	EFT	PG&E	100 San Luis St. District Office	6590 · Utilities	217.10	77,329.71
Check	09/25/2024	EFT	Five Star Mastercard	FS MC AutoPay	2140 · Five Star MC C...	4,973.35	82,303.06
Check	09/26/2024	3947	Action Professionals Inc...	Collections Fees 145100000001 1451-N-4...	6504 · Admin Contrac...	320.00	82,623.06

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

10/02/24

Type	Date	Num	Name	Memo	Account	Amount	Balance	
Check	09/26/2024	3948	Brezden Pest	Invoice # 530314 Customer #: 1351336 ...	6542 · Maintenance	70.00	82,693.06	
Check	09/26/2024	3948	Brezden Pest	Invoice # 530459	6542 · Maintenance	72.00	82,765.06	
Check	09/26/2024	3950	County of SLO Emerge...	Haz Mat 9/23/24 FY 2024/25	6505 · Contract Labor ...	2,146.00	84,911.06	
Check	09/26/2024	3953	Underground Services	Underground Services 1029632024	6555 · Permits & Fees	300.00	85,211.06	
Check	09/26/2024	3956	Price, Postel & Parma L...	Inv. 217962 8/7/24 County Litigation	6135 · Legal	1,268.50	86,479.56	
Check	09/26/2024	3957	Hagemann & Associates	Inv. 1255 9/23/24 Contract Labor for Aug...	6506 · Contract Labor ...	4,000.00	90,479.56	
Check	09/26/2024		Paymentech		5120 · Chase Paymen...	3.87	90,483.43	
Check	09/27/2024		Paymentech		5120 · Chase Paymen...	10.98	90,494.41	
Check	09/30/2024	3958	Nikki Engle Bookkeeping	Inv # 3710 9/25/24	6102 · Accounting	1,316.25	91,810.66	
Check	09/30/2024		Paymentech		5120 · Chase Paymen...	21.94	91,832.60	
Total General / Admin							91,832.60	91,832.60
Lights								
Check	09/03/2024	EFT	PG&E	Colony Lights acct # 5992155362-0	6590 · Utilities	145.05	145.05	
Check	09/03/2024	EFT	PG&E	Town Lights acct # 0690976984-3	6590 · Utilities	498.36	643.41	
Check	09/23/2024	EFT	PG&E	Front St. Lights acct# 5796765606-7	6590 · Utilities	496.33	1,139.74	
Check	09/30/2024	EFT	PG&E	Town Lights acct # 0690976984-3	6590 · Utilities	499.18	1,638.92	
Check	09/30/2024	EFT	PG&E	Colony Lights acct # 5992155362-0	6590 · Utilities	145.44	1,784.36	
Total Lights							1,784.36	1,784.36
Sanitary								
Check	09/03/2024	3928	Fluid Resource Manage...	Operator Overtime low level alarms	6505 · Contract Labor ...	544.12	544.12	
Check	09/03/2024	3928	Fluid Resource Manage...	Operator Regular	6505 · Contract Labor ...	154.25	698.37	
Check	09/03/2024	3928	Fluid Resource Manage...	Compliance	6565 · Regulatory Co...	1,020.00	1,718.37	
Check	09/03/2024	3928	Fluid Resource Manage...	Contract Labor	6505 · Contract Labor ...	2,233.00	3,951.37	
Check	09/03/2024	3930	Core & Main	V471017 Acct. 272450S Bolt Set 8/23/24	6524 · Equip. Rep. & M...	85.80	4,037.17	
Check	09/04/2024	3932	Pro3 Automation, Inc.	Inv.4405 8/19/24 Loop Monitor	8249 · SCADA Project...	220.00	4,257.17	
Check	09/04/2024	3933	State Water Board	AL-0002641 CAA Index #: 605315 Orde...	6565 · Regulatory Co...	6,000.00	10,257.17	
Check	09/09/2024	3934	Hagemann & Associates	Contract Labor Sani System	6507 · Contract Labor ...	2,400.00	12,657.17	
Check	09/09/2024	3935	Hagemann & Associates	Contract Labor Sani System	6507 · Contract Labor ...	1,120.00	13,777.17	
Check	09/19/2024	3938	Brenntag Pacific, Inc.	BPI458337 9/5/24	6503 · Chemicals	1,463.45	15,240.62	
Check	09/19/2024	3940	Hero Services, LLC	70% WWTP, 30% Water T240801 9/9/24	6565 · Regulatory Co...	2,147.00	17,387.62	
Check	09/19/2024	3942	Oilfield Environmental &...	Lab Testing A240921 9/7/24 Lab Testing	6540 · Lab Tests	2,572.00	19,959.62	
Check	09/19/2024	3943	Pro3 Automation, Inc.	Inv.4423 9.10.24 Modify CL2 pump PID lo...	8249 · SCADA Project...	110.00	20,069.62	
Check	09/19/2024	3946	USA Bluebook	Customer #:916419 INV00447424 9/9/24 ...	6522 · Equip. Rep. & ...	240.52	20,310.14	
Check	09/23/2024	EFT	PG&E	Lift Station acct# 6338432238-2	6590 · Utilities	175.52	20,485.66	
Check	09/23/2024	EFT	PG&E	Waste Water Plant acct # 0404279997-5 2...	6590 · Utilities	8,341.08	28,826.74	
Check	09/26/2024	3949	Wallace Group, Inc.	Inv. 63131 9/23/24	8245d · WWTP Walla...	1,266.84	30,093.58	
Check	09/26/2024	3951	Great Western Alarm	240904596101 Acct. A0937 Sept. SCA...	6590 · Utilities	172.55	30,266.13	
Check	09/26/2024	3951	Great Western Alarm	240904597101 Sept.	6590 · Utilities	148.55	30,414.68	

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


10/02/24

Type	Date	Num	Name	Memo	Account	Amount	Balance	
Check	09/26/2024	3952	Speed's, Inc.	Inv. 73384 Solids Handling 9/18/24	6580 · Solids Handling	2,713.50	33,128.18	
Check	09/26/2024	3954	Fluid Resource Manage...	TWW23864 7/23/24	6565 · Regulatory Co...	405.00	33,533.18	
Check	09/26/2024	3954	Fluid Resource Manage...	TW23865 7/23/24	6565 · Regulatory Co...	45.00	33,578.18	
Check	09/26/2024	3955	NVIRO	Inv. 4115 8/16/24 Contract Services	6505 · Contract Labor ...	7,381.38	40,959.56	
Check	09/26/2024	3955	NVIRO	Inv. 4414 8/16/24	6505 · Contract Labor ...	2,827.50	43,787.06	
Check	09/26/2024	3957	Hagemann & Associates	Sani System	6507 · Contract Labor ...	1,280.00	45,067.06	
Total Sanitary							45,067.06	45,067.06
Water								
Check	09/03/2024	3928	Fluid Resource Manage...	Drinking water reports	6565 · Regulatory Co...	480.00	480.00	
Check	09/03/2024	3928	Fluid Resource Manage...	Compliance	6565 · Regulatory Co...	560.00	1,040.00	
Check	09/03/2024	3928	Fluid Resource Manage...	Compliance	6565 · Regulatory Co...	1,020.00	2,060.00	
Check	09/03/2024	3928	Fluid Resource Manage...	Contract Labor	6505 · Contract Labor ...	2,233.79	4,293.79	
Check	09/09/2024	3934	Hagemann & Associates	Contract Labor Water System	6507 · Contract Labor ...	1,760.00	6,053.79	
Check	09/09/2024	3935	Hagemann & Associates	Contract Labor Water System	6507 · Contract Labor ...	960.00	7,013.79	
Check	09/23/2024	EFT	PG&E	1717 Cave Landing	6590 · Utilities	275.35	7,289.14	
Check	09/26/2024	3955	NVIRO	Inv. 4414 8/16/24	6505 · Contract Labor ...	706.88	7,996.02	
Check	09/26/2024	3957	Hagemann & Associates	Water System	6507 · Contract Labor ...	800.00	8,796.02	
Total Water							8,796.02	8,796.02
TOTAL						147,480.04	147,480.04	

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

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 8, 2024

SUBJECT: General Manager Report

Zone 3 Technical Advisory Committee (TAC) and Advisory Committee

The Zone 3 Technical Advisory Committee last met on September 11, 2024. The agenda packet for the September 11, TAC meeting agenda packet is provided as an attachment to this report. As of this writing (October 3, 2024), the Lopez reservoir is at 94% of capacity with 46,480 AF in storage.

The Zone 3 Advisory Committee last met on September 19, 2024. The agenda packet for the September 19th meeting is provided as an attachment to this report. The Committee members received an update on the FY 2023/24 budget and noted that the year-end Non-Routine Operation and Maintenance budget was slightly over budget, but the Routine Operation and Maintenance budget was well below budget. Overall, the FY 2023/24 expenses are on track with the approved budget. Any remaining balances will be rolled forward to the FY 2024/25 budget.

Garbage Rate Hearing scheduled for 2025

In 2025 we are scheduled for a “base rate” analysis and rate increase from our garbage hauler, South County Sanitation. South County Sanitation is a wholly owned company of Waste Connections, the company that provides solid waste collection services for south San Luis Obispo County and the North Coast and runs the Cold Canyon Landfill. The south county cities and special districts franchisees retained a company called R3 to assist with the development and negotiation of the proposed new rate schedule. Staff anticipates that we will have an item on the November 12th Board Meeting agenda to review and approve circulation of the proposed rate schedule and Prop 218 Hearing Notice. We anticipate the Prop 218 Hearing will be scheduled for the January 14, 2025, regular Board meeting.

San Miguelito Mutual Water Company Wastewater Disposal Options Study

The Mutual Water Company has retained an engineering consultant to perform an alternatives analysis and develop recommendations for the best long-term solution for treating current and future wastewater flows in the Avila Valley region and ensure compliance with the Regional Water Quality Control Board requirements. A copy of the Request for Proposals is provided as an attachment to this report for your reference. Now that the Water Company has a consultant on board, I anticipate that the District will be asked to participate in review and providing input on the draft study. I will keep the Board updated on the progress of the study.

ZONE 3 TECHNICAL ADVISORY COMMITTEE
Agenda
Wednesday September 11, 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,,420020900#](tel:+18312964487420020900) 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 – Cancelled• Monthly Operations Report – August• Lopez Storage Projections – August	David
3. Current Reservoir Conditions	Kyle (Verbal)
4. Project Updates	David
5. AG-AG Gauge Fish Ladder	David
6. State Water Shutdown	David
7. HCP Litigation	David
8. Future Agenda items	All

Attachments:

- A. Meeting Minutes – August
- B. Lopez Monthly Operations Report – August
- C. Lopez Storage Projections Chart – August
- D. Project Updates

Next Meeting Date: October 9, 2024

ZONE 3
TECHNICAL ADVISORY COMMITTEE
WEDNESDAY August 14,2024
Cancelled
SUMMARY NOTES)

1. Announcements

2. General Operations and Water Report

- **Summary Notes July**
- **Monthly Operations Report July (Attachment B)**
- **Lopez Storage Projections July (Attachment C).**

3. Current Reservoir Conditions

- LWTP 4.85 MGD
- SWP 0.70 MGD
- Downstream releases 4.05 MGD.
- Current elevation 520.85 and 47,891.9 AF
- 96.8% Capacity

4. Capital Projects Update (Attachment D)

- **Fireflow Tank Replacement**
 - Final Design Plans are complete.
 - ~\$500k in Zone 3 Funds
 - Budget ~\$1,400,000
- **Membrane Module Replacement**
 - 2 racks more racks have been replaced and are operational
 - Budget ~\$600,000
- **Spillway Assessment and Investigation (No Change)**
 - GEI starts work August 26th.
 - Piezometer Installation Scheduled for August.
 - Remainder of project ~ minimum of \$300,000.
- **Geotechnical Testing & Seismic Alternatives Study of Terminal Reservoir Dam (No Change)**
 - Submitting to DSOD for review.
 - Geotechnical Engineering Report Complete.
 - Budget ~ \$500,000.

- **Cathodic Protection Repair Project**
 - Construction complete.
 - Break in continuity investigation ongoing
 - System working well
 - Budget ~\$449,933

- **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

Completed Projects

- Sludge Bed Curtain Wall Rehab
- Chemical Tank Replacement
- Spillway Flip bucket Repair (FEMA)
- Bathymetric Study
- CO2 Injection System

5. Future Agenda Items

Next Meeting Wednesday: September 11, 2024

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

CONTRACTOR	PROJECT WATER DELIVERIES											
	AVAILABLE WATER (AF+MAR)		THIS MONTH			APRIL TO PRESENT			DELIVERIES DURING SPILL		TOTAL USAGE	
	ENTITLEMENT	STORED PWP	SURPLUS WATER AVAILABLE	ENTITLEMENT USAGE	STORED PWP USAGE	SURPLUS PW USAGE	DELIVERIES DURING SPILL USAGE	ENTITLEMENT %	STORED PWP %	SURPLUS PW %	DELIVERIES DURING SPILL %	TOTAL USAGE %
AG	2290	0	0	190.10	0.00	0.00	0.00	8%	0.00	0%	0%	737.07
DCSD	303	0	124	57.34	0.00	0.00	0.00	19%	0.00	0%	0%	119.29
GB	800	0	328	64.00	0.00	0.00	0.00	8%	0.00	0%	0%	262.27
PB	892	0	366	148.42	0.00	0.00	0.00	17%	0.00	0%	0%	465.51
CSA 12	245	0	0	13.96	0.00	0.00	0.00	6%	0.00	0%	0%	39.78
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
TOTAL	4530	0	819	473.82	0.00	0.00	0.00	10.3%	0.00	0%	0%	1623.92

CONTRACTOR	STATE WATER PROJECT WATER DELIVERIES											
	ANNUAL REQUEST**	CUMULATIVE SSWPW***	THIS MONTH		JANUARY TO PRESENT		AIE		TOTAL			
			REQUEST	ALLOCATION	USAGE	%	USAGE	%	USAGE	%	USAGE	%
AG	N/A	0.0	N/A	0.0	N/A	0.0	N/A	0.0	0.00	0.00	0.00	0.00
DCSD	357.5	0.0	0.00	0.00	0.0%	0.00	N/A	281.0	281.0	79%	281.01	0.00
GB	N/A	0.0	N/A	0.00	N/A	0.00	N/A	0.00	0.00	0%	0.00	0.00
PB	412.0	0.0	0.00	0.00	0%	0.00	N/A	380.0	380.0	92%	379.96	0.00
CSA 12	96.0	0.0	9.5	9.50	10%	0.00	60.8	60.8	63%	63%	60.81	0.00
SM	90.0	0.0	8.0	5.92	7%	0.00	39.3	39.3	44%	44%	39.33	0.00
TOTAL	955.5	0.0	17.5	15.42	2%	0.00	761.1	761.1	15.42	80%	761.11	0.00

LAME ELEVATION (ft)	STORAGE (AF)	MONTHLY RAINFALL (in)	DOWNSTREAM RELEASES (AF)	LAKE TO TERMINAL (AF)	SPILLAGE (AF) (WY)	AG WHEELING OCEANO WATER	DAM & OTHER OPERATIONS	
							THIS MONTH	WY TO DATE
520.28	N/A	522.60	96%	4,200.00	2,810.76	N/A	2.12	N/A
47.380	N/A	49.476	N/A	4,200.00	2,810.76	N/A	2.12	N/A
0.09	25.51	N/A	N/A	4,200.00	2,810.76	N/A	2.12	N/A
382.08	1,523.40	N/A	N/A	4,200.00	2,810.76	N/A	2.12	N/A
492.86	1,959.47	N/A	N/A	4,200.00	2,810.76	N/A	2.12	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) On May 1, 2024, 2,532.60 AF of Stored Project Water was lost due to April's 2,693.66 AF spill event.
 3) Dam stopped spilling on June 16, therefore half of June Project Water Deliveries (162.55 AF) were reported under "Deliveries During Spill."

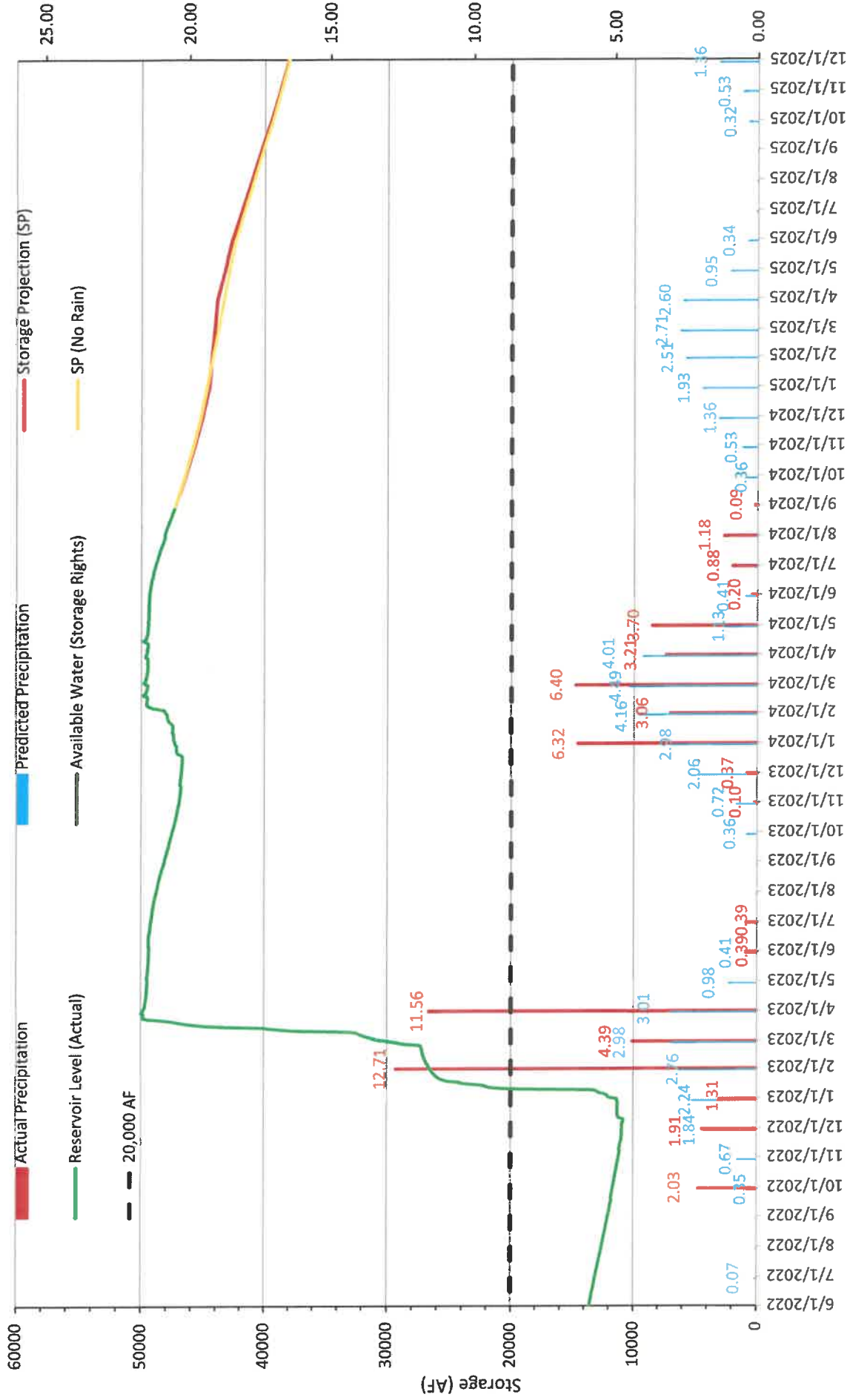
CONTRACTOR	TOTAL MONTHLY DELIVERIES	
	AF	%
AG	190.10	11%
DCSD	57.34	3%
GB	64.00	4%
PB	148.42	9%
CSA 12	13.96	1%
SM	N/A	N/A
TOTAL	473.82	28.3%

CONTRACTOR	WATER LEFT AVAILABLE DUE TO SPILLAGE	
	AF	%
DISTRICT SSWPW	0.00	0%
CUMULATIVE SSWPW	0.00	0%
TOTAL STORED PROJECT WATER	0.00	0%
TOTAL	0.00	0%

CONTRACTOR	DISTRICT STORED SSWPW	
	AF	%
PREVIOUS DISTRICT SSWPW	0.00	0%
DWR METER DELIVERIES	0.00	0%
CHANGE IN STORAGE	0.00	0%
EVAPORATION	0.00	0%
REMAINING DISTRICT SSWPW	0.00	0%
TOTAL	0.00	0%

CONTRACTOR	GLOSSARY	
	DESCRIPTION	AMOUNT
AIE	Agency Initiated Exchange	
DIE	District Initiated Exchange	
N/A	Not Applicable	
PW	Project Water aka Lopez 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	
SSWPW	Stored SSWPW	
**	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 5-yr average monthly deliveries

Predicted Inflow: dependent on predicted rainfall data from longrangeweather.com; Only 12 months of predicted rainfall is available, projections beyond 12 months use previous year's data.

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.



ZONE 3 Lopez Project

San Luis Obispo County Flood Control and Water Conservation District

TO: Zone 3 Technical Advisory Committee

FROM: David Spiegel, PE, Utilities Engineer

DATE: September 11, 2024

SUBJECT: Zone 3 Projects Update

Project Updates:

- Lopez Terminal Breach Repair
 - Rob Reynolds Construction is currently repairing the location
 - Budget ~\$120,000 (FEMA)

- Fireflow Tank Replacement (No Change) – On Hold
 - Final Design Plans are complete
 - ~\$500k in Zone 3 Funds
 - Budget ~\$1,400,000

- Membrane Module Replacement (No Change)
 - 2 racks more racks have been replaced and are operational
 - Budget ~\$600,000

- Spillway Assessment and Investigation
 - GEI starting work August 26th
 - Piezometer Installation Scheduled for August
 - Remainder of project ~ minimum of \$300,000

- Geotechnical Testing & Seismic Alternatives Study of Terminal Reservoir Dam (No Change)
 - Submitted to DSOD for Review
 - Geotechnical Engineering Report Complete
 - Budget ~\$500,000

- Cathodic Protection Repair Project (No Change)
 - Construction complete
 - Break in continuity investigation ongoing
 - System working well
 - Budget ~\$449,933

- 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

- Sludge Bed Curtain Wall Rehab
- Chemical Tank Replacement
- Spillway Flipbucket Repair (FEMA)
- Bathymetric Study
- CO2 Injection System



ZONE 3 ADVISORY COMMITTEE

San Luis Obispo County Flood Control and Water Conservation District

AGENDA

Thursday, September 19, 2024, 10:30 A.M.

City of Grover Beach Council Chambers
154 S. Eighth Street, Grover Beach, CA

- 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. July 18, 2024 Meeting – [Attachment 1](#)
- IV. OPERATIONS REPORT
 - A. Water Plant Operations, Reservoir Storage, Downstream Releases - [Verbal Update](#)
 - B. Projected Reservoir Levels – [Attachment 2](#)
 - C. July and August Monthly Operations Report – [Attachment 3](#)
- V. INFORMATION ITEMS
 - A. 4th Quarter Budget Status – [Attachment 4](#)
 - B. HCP Update - [Verbal Update](#)
- VI. CAPITAL PROJECTS UPDATE
 - A. Bi-Monthly Update – [Attachment 5](#)
- VII. ACTION ITEMS (No Subsequent Board of Supervisors Action Required)
- VIII. ACTION ITEMS (Board of Supervisors Action is Subsequently Required)
- IX. FUTURE AGENDA ITEMS
- X. COMMITTEE MEMBER COMMENTS

Next Regular Meeting is Scheduled for
November 21, 2024, at 10:30 AM
City of Arroyo Grande Council Chambers, 215 E. Branch St
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 July 18, 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 Oceano by County Services Area 12 Brad Hagemann. County Public Works Utilities Division Senior Engineer and Secretary to the Advisory Committee, David Spiegel, called roll. Quorum was present. Members in attendance were:

- Kate Secrest, City of Arroyo Grande Alternate
- Daniel Rushing, City of Grover Beach
- Brad Hagemann, County Services Area 12
- Marcia Guthrie, City of Pismo Beach
- Ron Reilly, Member At Large

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 Spiegel of Public Works, this just came to my attention this morning from the Water quality lab. There will be caution signage going up at Lopez Lake due to the blue/green Algae. Our intakes 1 through 2 have high algae counts but we are running on Intake 3 which has low algae counts. What we are seeing coming into the terminal reservoir are very low algae counts.

III. Officer Rotations

A. Committee Chair rotating from CSA-12 to Ag Member Representative.

B. Committee Vice-Chair rotating from Ag Member to Member at Large Representative.

Today we do not have an AG Representative so our Member at Large will be conducting the meeting thus far. David Spiegel took roll call vote all members in attendance stated Yes.

IV. Approval of Meeting Minutes

A. May 16, 2024 (Attachment 1 of the Agenda Packet)– Correction to be made on the May 16th minutes, correction and update to Karen Bright's agency. **Member Rushing motioned approval of the minutes and Member Reilly seconded. Roll Call, Motion passed.**

V. Operations Report

A. Water Plant Operations, Reservoir Storage, Downstream Releases (Verbal Update)– Lopez Water Treatment Plant is at 4.9 million gallons per day (MGD); State Water is at 0.7 million gallons per day (MGD); downstream release is at 4.1 MGD; Lopez Lake elevation was 52.163 feet; storage 48,595.2 acre-feet (AF), which is 98.2% capacity; with 0 rainfall since July 1st.

B. Projected Reservoir Levels – Review of the Lopez Reservoir Projections Chart (Attachment 2 of the Agenda Packet).

In the process of making a memo explaining the data from this projection chart. Member Marcia Guthrie "Why are you having a hard time getting predictions for rain for this chart?" David Spiegel replies "The website is no longer producing the data and we are looking into other websites"

C. May and June Monthly Operations Report – Review of the monthly operations reports with the committee (Attachment 3 of the Agenda Packet).

The spill lasted a long time, so you have a lot of credit towards your entitlements. Usage is tracking very well.

No public comment was given.

VI. Information Items

A. Response to David Swift Report

David Spiegel states this is still ongoing, and he will start working on the memo and distribute it at the next Advisory meeting.

B. AG-AG Gauge Fish Ladder Project options – (Attachment 4 and Attachment 5 of the Agenda Packet).

Steph Wald, Watershed Project Manager, Creek Lands Conservation PowerPoint presentation. Also, present Don Chartrand Executive Director and Jude Fledderman Board of Directors Creek Lands Conservation.

Steph Wald discusses the AG Gauge Fish Ladder Project (Attachment 5)

David Spiegel I can speak to you regarding attachment 4, which is the legal considerations and options for district funding contribution. The district has given 3 Options.

Option 1 District Bids the project and takes over

Option 2 District Grants Additional Funding to Creek Lands

Option 3 Individual Zone 3 Members Contribute.

Ron Reilly asks David when it says district grants additional funding to Creek Lands do we know where we would pull that from? David Spiegel replies, we have two options either District designated reserves which does not replenish once used or Operational reserves. Nola Engelskirger also would like the Advisory board to be aware that they are recommending to the district to make the investment and then it would go to the Board of Supervisors.

A motion was made for Option 2: District Grants additional funding to Creek Lands and to pull the funding from the operational reserves.

Member Hagemann motioned, Member Rushing seconded. Roll Call Motion passed.

VII. Capital Projects Update

A. Bi-Monthly Update- (Attachment 6 of the Agenda Packet)

• **Fireflow Tank Replacement (No Change)**

- Final Design Plans are in for review and getting shovel ready
- Funding through normal budget process
- ~\$500k in Zone 3 Funds
- Budget ~\$1,400,000

• **Membrane Module Replacement (No Change)**

- 2 racks more racks have been replaced and are operational
- Building up Budget to replace last two racks
- Budget ~\$600,000

- **Spillway Assessment and Investigation**
 - Work Plan is approved by DSOD
 - Piezometer Installation Scheduled and ground penetrating radar inspections
 - Remainder of project ~ minimum of \$300,000

- **Geotechnical Testing & Seismic Alternatives Study of Terminal Reservoir Dam**
 - Submitting to DSOD for Review
 - Geotechnical Engineering Report Complete
 - Budget ~\$500,000

- **Cathodic Protection Repair Project**
 - Construction complete
 - Testing showed a break in continuity in one location
 - System working well
 - Budget ~\$449,933

- **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

Completed Projects

- Sludge Bed Curtain Wall Rehab
- Chemical Tank Replacement
- Spillway Flipbucket Repair (FEMA)
- Bathymetric Study
- CO2 Injection System

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

None currently

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

A. AG-AG Gauge Fish Ladder Project

Please refer to the Information Items

X. Future Agenda Items

Lopez terminal reservoir Breach project (FEMA)

XI. Committee Member Comments

Ron Reilly, when we are going to make a recommendation for an expenditure like that we should probably get more of a heads up prior to the meeting.

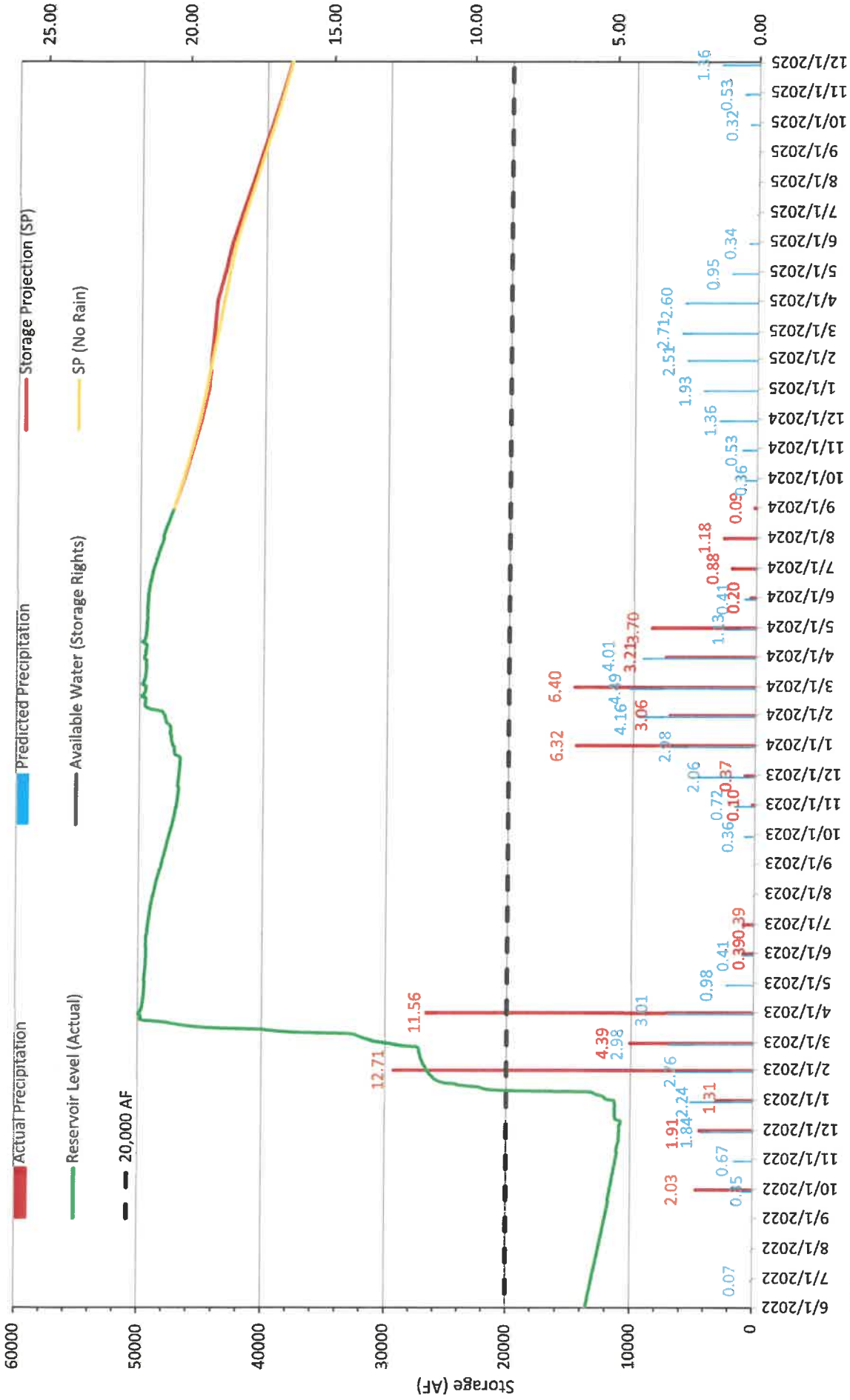
Meeting Adjourned at 11:15 AM

Respectfully Submitted,

Darla Budge

County of San Luis Obispo Public Works Department

LOPEZ RESERVOIR STORAGE PROJECTION



Notes:

Reservoir Storage = Current Storage + Inflow - Outflow

Outflow = Agency Usage + Downstream Releases

Agency Usage: is based on 3-yr average monthly deliveries

Predicted Inflow: dependent on predicted rainfall data from longrangeweather.com; Only 12 months of predicted rainfall is available, projections beyond 12 months use previous year's data.

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.



September 19, 2024

MEMORANDUM

TO: Flood Control Zone 3 Advisory Committee
FROM: Katie Franco, Finance Division Manager
SUBJECT: Flood Control Zone 3, Fourth 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 Q4	Balance Available	% of Budget Expended
8,514,244	7,774,753	739,491	91%

Routine O&M: This category has a budget of \$4.8M dollars. At the end of the fiscal year, 113% of the annual budget has been expended. Expenses in this category are above target with budgeted levels.

Total Budget	Expenses through Q4	Balance Available	% of Budget Expended
4,896,194	5,515,986	(619,792)	113%

Non-Routine O&M: This category has a budget of approximately \$1.58M. At the end of the fiscal year, 27% of the annual budget had been expended. Approximately, \$1.1M will be carried forward to the 2024-25 fiscal year.

Total Budget	Expenses through Q4	Balance Available	% of Budget Expended
1,586,928	422,787	1,164,141	27%

Capital Outlay: This category has a budget of \$2.03M. At the end of the third quarter, expenses were 90% of the annual budget. Approximately, \$195,000 will be carried forward to the 2024-25 fiscal year.

Total Budget	Expenses through Q4	Balance Available	% of Budget Expended
2,031,122	1,835,979	195,143	90%

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.

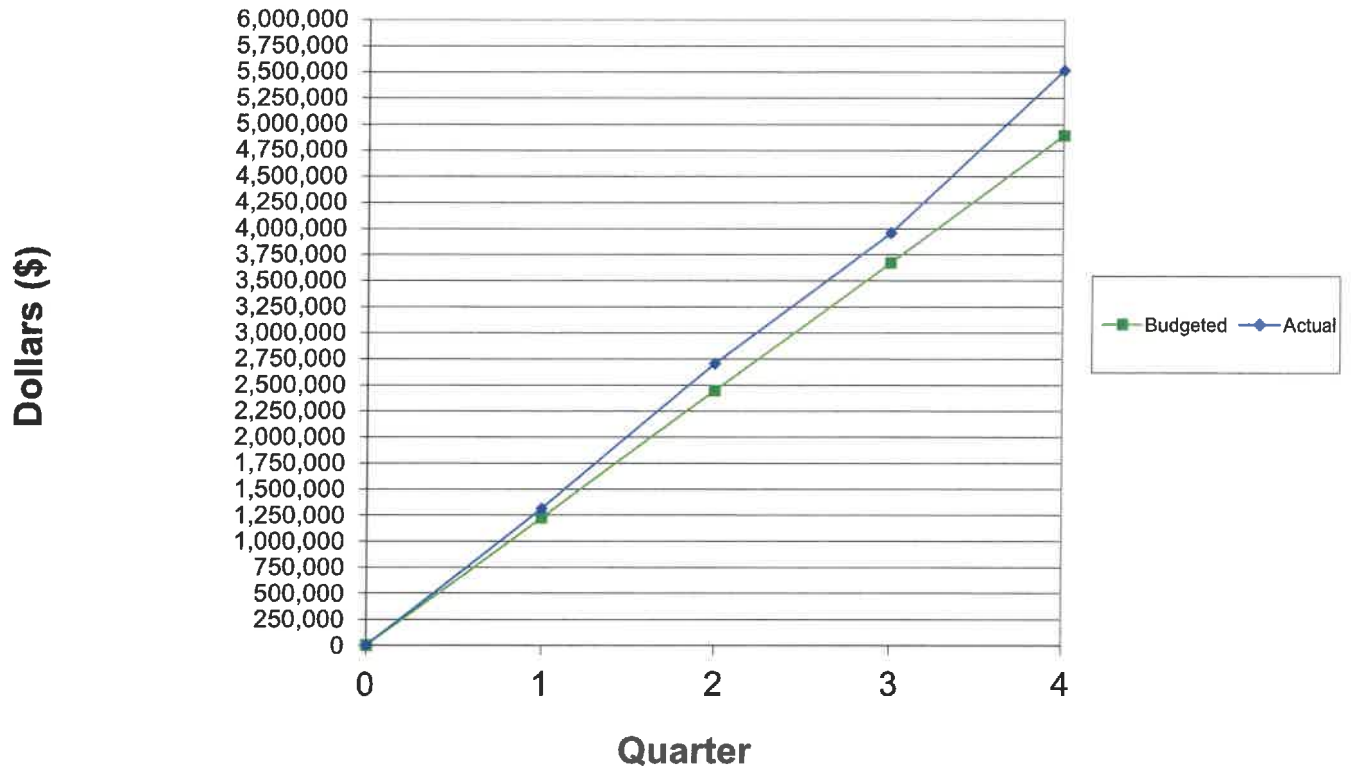
Financial Consideration

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

The true-up for actual expenditures against budgeted levels as of Q4 will be allocated to the agencies and mailed along with the 2nd installment for FY 2024-25 billings that will be due January 1, 2025.

Zone 3 Budget Status
4th Quarter FY23/24

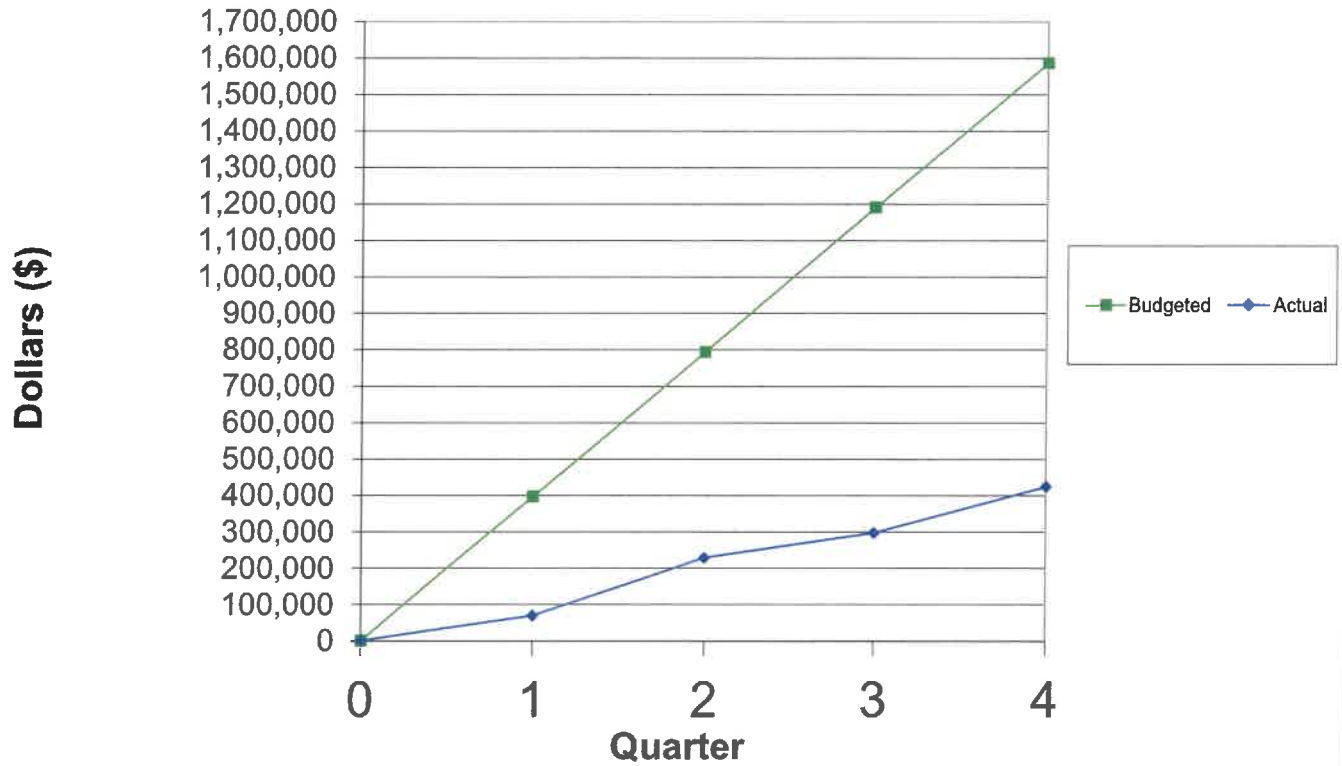
Routine Operation and Maintenance



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	3,806	5,869	6,595	22,115	92%	
Chemicals - Water Treatment Plant	\$ 496,798	\$ 177,760	\$ 112,574	\$ 123,813	\$ 93,098	\$ 507,245	102%	\$ (10,446)
Water Quality Testing - Treatment Plant	185,882	15,768	10,912	11,013	13,942	51,635	0%	134,247
Electricity - Water Treatment Plant	382,453	122,473	81,019	46,974	80,582	331,048	87%	51,405
All Other Costs - Water Treatment Plant	2,075,298	496,453	537,052	432,161	682,918	2,148,583	104%	(73,285)
Terminal	117,040	62,965	59,739	29,112	77,498	229,314	196%	(112,274)
Main Dam	281,009	158,574	39,383	42,753	174,452	415,162	148%	(134,153)
Other	1,357,714	278,926	550,759	569,754	433,561	1,833,000	135%	(475,286)
Expenses		1,312,918	1,391,438	1,255,580	1,556,050	5,515,986	113%	(619,792)
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)	(332,002)	(619,792)		
% Variance		-7%	-14%	-3%	-27%			

Zone 3 Budget Status
4th Quarter FY23/24

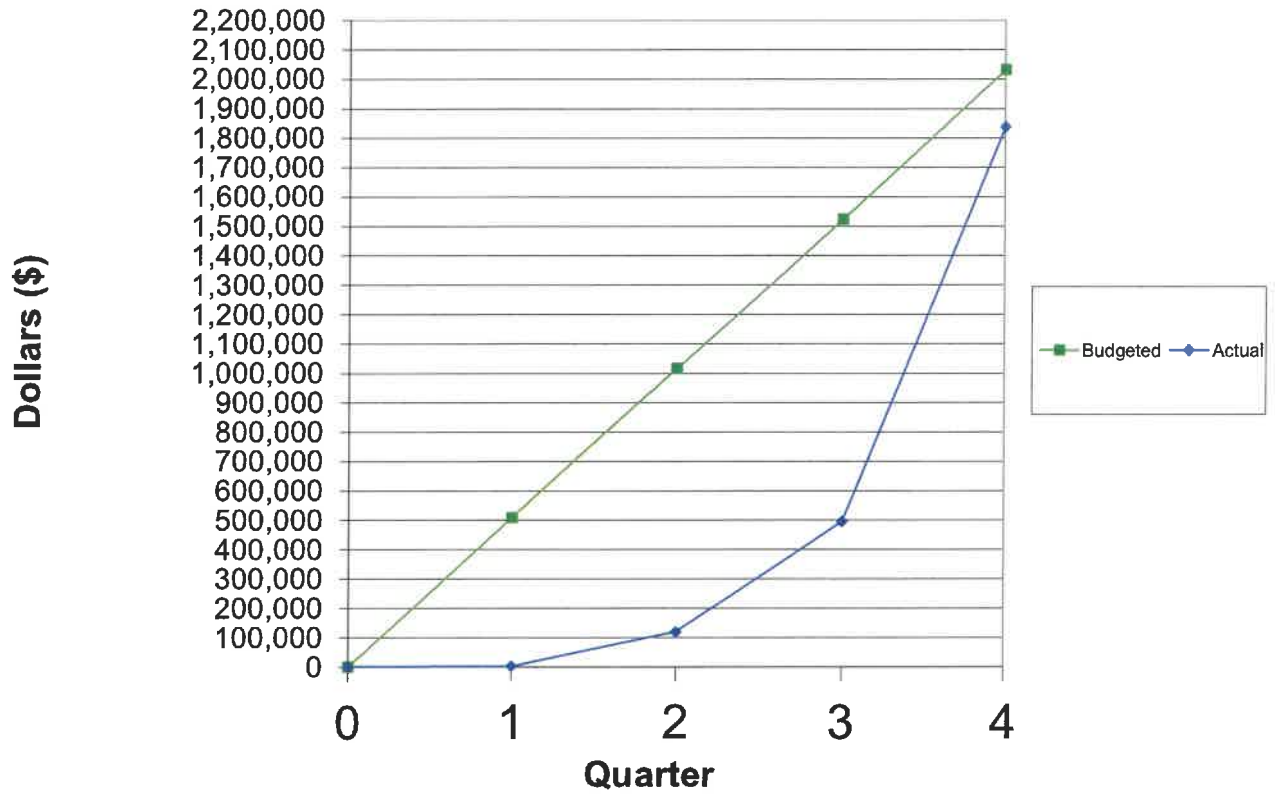
Non-Routine Operation and Maintenance



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 M&CP	\$ 437,811	\$ 5,251	\$ 105,773	\$ 28,952	\$ 19,056	\$ 159,032	36%	\$ 278,779
Cathodic Protection Maint	-	\$ -	-	-	-	\$ -	0%	\$ -
Contribution to ISF/New Equip	110,931	\$ -	5,019	26	28,013	\$ 33,058		\$ 77,873
Geotech Test/Seismic Alt Study Terminal Dam	168,738	64,181	2,167	37,928	33,382	137,658	82%	31,080
Safety Upgrades to WTP	-	-	-	-	-	-	0%	-
Replace Obsolete Hach Turbidimeters	-	-	-	-	-	-	0%	-
Water Treatment Alternatives Study	-	-	-	-	-	-	0%	-
Risk Assessment Faulk 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	5,940	53,768	13%	350,185
Contr to FC General AG Creek Subbasin	-	-	-	-	-	-	0%	-
Replace Stem Wall Sludge Bed 2	90,000	-	-	-	39,271	39,271	100%	50,729
Expenses		69,432	158,873	68,820	125,662	422,787	27%	1,164,141
Budget	1,586,928	396,732	396,732	396,732	396,732	1,586,928		
Variance (over)/under		327,300	237,859	327,912	271,070	1,164,141		
% Variance		82%	60%	83%	68%			

Zone 3 Budget Status
4th 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	48,527	114,959	30%	264,715
Cathodic Protection Units 1-3	480,415	417	433	125,933	330,848	457,631	95%	22,784
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	59,301	129,345	555%	(106,029)
WTP Membrane Filter Modules (2 Racks)	610,094	-	-	-	583,178	583,178	96%	26,916
Chemical Tank Replacement	520,000	-	58,778	171,987	320,101	550,866	106%	(30,866)
Expenses		1,070	117,005	375,949	1,341,955	1,835,979	90%	195,143
Budget	2,031,122	507,781	507,781	507,781	507,781	2,031,122		
Variance (over)/under		506,711	390,776	131,832	(834,175)	195,143		
% Variance		100%	77%	26%	-164%			



San Miguelito Mutual Water Company
1561 Sparrow Street, San Luis Obispo, CA 93405
(805) 595-2348

July 15th, 2024

SUBJECT: REQUEST FOR PROPOSALS – Avila Valley Region Wastewater Alternatives Analysis

Introduction

San Miguelito Mutual Water Company (SMMWC) is requesting proposals from qualified firms, consultants, or individuals (Consultant) to perform an alternatives analysis and develop recommendations for the best long-term solution for treating current and future wastewater flows in the Avila Valley region and assist the SMMWC in complying with the requirements associated with enrollment in the Central Coast Regional Water Quality Control Board's (Central Coast Water Board) Order No. R3-2020-0020 (General Permit). The alternatives analysis and recommendations will be documented in a draft and final Wastewater Treatment Alternatives Analysis Technical Memorandum that the SMMWC will utilize to inform the development of a Time Schedule Compliance Plan to meet the requirements of the General Permit.

Background

SMMWC owns and operates a wastewater collection, treatment, and disposal system (Wild Cherry Canyon Wastewater Treatment Plant) that includes 649 wastewater connections and services a residential population of approximately 1,400 people near Avila Beach.

The Wild Cherry Canyon Wastewater Treatment Plant has a permitted design flow of 150,000 gallons per day (gpd) and an average annual flow of 75,000 gpd. The current treatment system includes a 6mm hydro-dune screen, primary treatment via an aerated pond system and secondary treatment via solids settling and stabilization/polishing ponds. Wastewater is disposed of at percolation ponds and biosolids are dredged every 10 years and transported offsite for disposal.

On April 18th, 2024, SMMWC received notification from the Central Coast Water Board that the Wild Cherry Canyon Wastewater Treatment Plant was being enrolled in the General Waste Discharge Requirements Order No. R3-2020-0020 for Dischargers from Domestic Wastewater Systems with Flows Greater than 100,000 Gallons per Day (General Permit). Based on evaluation of historical effluent and groundwater quality data, discharges from the Wild Cherry Canyon Wastewater Treatment Plant may exceed the applicable effluent water quality objectives for total nitrogen, total dissolved solids, chloride, sulfate, and boron in the General Permit.

Therefore, SMMWC must prepare and submit a Time Schedule Compliance Plan to the Central Coast Water Board by April 18th, 2025 or within 12 months of the General Permit enrollment notice that provides the following elements to demonstrate how SMMWC will comply with the new water quality objectives:

1. Comparison of the current effluent quality to the effluent and groundwater limitations in General Permit Tables 3-6. A detailed description and chronology of efforts, since issuance of the notice of applicability, to reduce wastes.
2. Justification of the need for additional time to achieve the effluent limitations in General Permit Tables 3-6.
3. A detailed time schedule of specific actions SMMWC will take to achieve the effluent limitations.
4. A demonstration that the time schedule requested is as short as possible, considering the technological, operation, and economic factors that affect the design, development, and implementation of the measures that are necessary to comply with the effluent limitation(s).
5. If the requested time schedule exceeds one year, the proposed schedule shall include interim requirements and the date(s) for their achievement. The interim requirements shall include both of the following:
 - a. Effluent limitation(s) for the pollutant(s) of concern.
 - b. Actions, measurable milestones, and tangible products leading to compliance with the effluent limitation(s).

To assist in determining what is the best long-term solution for meeting its current and future wastewater treatment and disposal needs, SMMWC is interested in evaluating potential regional wastewater treatment and disposal alternatives with the following agencies/entities:

Avila Beach Community Services District - Avila Beach Community Services District owns and operates a 0.2 MGD wastewater treatment plant that treats wastewater from its service area and Port of San Luis Harbor. Treated effluent is discharged to the Pacific Ocean via an ocean outfall.

Avila Valley Private Property Owners – There are private property owners in the Avila Valley region that utilize decentralized wastewater treatment systems (e.g. septic systems) and leach fields for wastewater disposal that could potentially benefit from connection to a regional wastewater collection, treatment, and disposal system.

City of Pismo Beach – The City of Pismo Beach owns and operates a 1.9 MGD wastewater treatment plant that treats wastewater from its service area. Treated effluent is discharged to the Pacific Ocean via an ocean outfall, that is shared with the South San Luis Obispo County Sanitation District.

City of San Luis Obispo - The City of San Luis Obispo owns and operates a 4.5 MGD wastewater treatment plant that treats wastewater from its service area and discharges treated effluent to San Luis Creek upstream of SMMWC's service area.

Additional information on SMMWC's and the regional wastewater systems can be found in the following reference documents:

- [2015 Water Resource Analysis](#)
- [2018 Avila Regional Recycled Water Study](#) (please email Michelle Koon medson@smmwc.com for a copy)
- [2019 Avila by the Sea Preliminary Water and Wastewater System Capacity Evaluation](#)
- [2020 Water Resource Analysis Update](#)
- [2022 Pumping Testing Wells 4A, 5A, 6A Technical Memorandum](#)
- Additional resources are available on the SMMWC website: <http://www.smmwc.com/>

To assist in evaluating the different alternatives for addressing its current and future wastewater treatment and disposal needs, SMMWC is seeking to perform an alternatives analysis and develop recommendations for the best long-term solution for its customers and the Avila Valley region.

Proposed Scope of Work

The following is a template scope of work for the wastewater treatment alternatives analysis. The Consultant must provide a specific, well-developed scope of work for all tasks and are expected to incorporate their own expertise into the scope and propose modifications they deem necessary or advisable.

Task 1. Project Management

- 1.1 **Project Coordination** - Coordinate activities of the internal project team members, including managing communications, providing work direction, monitoring subconsultant activities and progress, and preparing requested materials and deliverables.
- 1.2 **Meetings** - Prepare for and participate in meetings with SMMWC, subconsultants, contractors, vendors, stakeholders, and other third parties.

Task 2. Data Collection and Review

- 2.1 **Data Request** - Prepare and manage data request for information related to the project to be provided by SMMWC and regional stakeholders such as utility information, technical reports effecting the project, as-built drawings of road and utilities in the area of the project, and other relevant work. Conduct site visits to obtain photographs and measurements, as necessary.
- 2.2 **Data Review** - Review applicable plans, reports, code requirements, industry standards and records necessary to complete the engineering services for the project.

Task 3. Avila Valley Region Wastewater Treatment Plant Alternatives Analysis

The five different wastewater treatment and disposal alternatives that SMMWC is initially interested in evaluating are outline below:

- **Alternative 1** - Evaluate the feasibility and cost to send wastewater to the City of San Luis Obispo's existing wastewater treatment plant (Water Resource Recovery Facility). This alternative would include construction of a pump station and pipeline to send untreated wastewater from San Miguelito to the Water Resource Recovery Facility and discharge of the treated effluent to San Luis Creek.
- **Alternative 2** - Evaluate the feasibility and cost to send wastewater to the City of Pismo Beach's (Pismo Beach) existing wastewater collection system, where the wastewater would then be conveyed to and treated at the Pismo Beach Wastewater Treatment Plant (WWTP). This alternative would include construction of a pump station and pipeline to send untreated wastewater from San Miguelito the Pismo Beach wastewater collection system for treatment and disposal.
- **Alternative 3** - Evaluate the feasibility and cost to initially send wastewater to Pismo Beach for treatment and disposal and then as a second phase extend the pipeline to send wastewater to San Luis Obispo. This alternative would include constructing a pump station and pipeline to send untreated wastewater from San Miguelito the Pismo Beach (Phase 1) and later extending the pipeline to send wastewater to the San Luis Obispo WRRF for treatment and disposal (Phase 2).
- **Alternative 4** - Evaluate the feasibility and cost of consolidating SMMWC, private property owners in Avila Valley, and Avila Beach Community Services District (Avila Beach CSD) wastewater collection, treatment, and disposal systems. This alternative would include construction of pump stations and pipelines to convey SMMWC and private property owner wastewater to the Avila Beach CSD wastewater treatment plant. The Avila Beach CSD's wastewater treatment plant would need to be upgraded to accommodate the increased flows. This alternative could also include a treatment upgrade to produce tertiary treated or advanced purified recycled water for use at the nearby golf course and/or for groundwater recharge.
- **Alternative 5** - This alternative includes all the same components of Alternative 4, but the private property owner wastewater flow would be sent to the Pismo Beach collection system for treatment and disposal. This alternative would include construction of pump stations and pipelines to convey private property owner wastewater to the Pismo Beach WWTP.

For each alternative develop a schematic plan and perform a preliminary evaluation of cost (including contingency), hydraulic (such as system design flows, peaking factors, dry weather versus wet weather, cleaning velocities, hydraulic profile, maximizing capacity versus

minimizing depth, etc.), technological, engineering (such as connections/transition between existing and new pipe segments, alignment, pipe materials, trenchless versus traditional construction, etc.), design criteria, layout, operations and maintenance (O&M), constructability, environmental and permitting, geotechnical, Right-of-Way, easement, and encroachment, stakeholder, and scheduling considerations.

Develop a scoring and ranking matrix to allow each of the alternatives to be evaluated relative to the other alternatives. Utilize the results of the scoring and ranking matrix to identify a recommended alternative for SMMWC and regional stakeholder consideration. Identify any additional work that would be required to move forward with the recommended alternative.

Task 4. Wastewater Alternatives Analysis Technical Memorandum (TM)

4.1 **Draft TM** - Prepare a draft TM that summarizes the analysis of the five different wastewater treatment and disposal alternatives and the recommended alternative and submit to SMMWC and regional stakeholders for review.

4.2 **Final TM** - Prepare a final TM for the alternatives analysis, based on comments submitted on the Draft TM and submit to SMMWC for review. The Final TM should include a recommended alternative.

Proposal Submittal and Award Process and Schedule

Key Milestone	Schedule
Request for Proposals Issued	July 15 th , 2024
Submit Questions By	July 26 th , 2024 at 5:00 PM
Responses to Questions Posted By	August 2 nd , 2024
Submit Proposals By	August 9 th , 2024 at 4:00 PM
Notice of Award	August 30 th , 2024
Initial Draft Study Complete	February 6 th , 2025
Final Draft Study Complete	April 4 th , 2025
Submittal of Final Draft Study to RWQCB	April 11 th , 2025

In addition to the scope of work described in this RFP, SMMWC may choose to award future phases of work related to the project to the selected consultant. These future phases of work could potentially include support for the following tasks:

- Preliminary Design
- Permitting and Environmental
- Right-of-Way/Easement/Property Acquisition
- Final Design

- Engineering Services During Construction

Proposal Requirements

The proposal should include:

- Cover Letter
- Organizational chart
- Qualifications of key personnel and their roles within this project
- Description of relevant experience
- Three (3) references for similar projects
- Expected scope of work to complete the alternatives analysis
- Proposed schedule
- Fee proposal (including time, materials, and Not-To-Exceed) to complete the alternatives analysis

There is no page minimum or limit for the proposals. Proposals may be submitted as a PDF via email to Michelle Koon (medson@smmwc.com) or by mail/hand delivered via three (3) printed hard copies and a USB flash drive with the electronic file. Proposals are to be submitted by email or to 1561 Sparrow Street PO box 2120, San Luis Obispo, CA 93405 by no later than August 9th, 2024 at 4:00 PM.

Please contact Dwayne Chisam at Dchisam@smmwc.com with any questions or comments. Responses to all questions will be posted publicly on the San Miguelito's website on August 2nd, 2024.

Sincerely,



Dywane Chisam

General Manager of San Miguelito Mutual Water Company



AVILA BEACH COMMUNITY SERVICES DISTRICT

SUBJECT: September 2024 Operations and Maintenance Report

Compliance

There were no compliance issues for the month of September.

The monthly Self-Monitoring Report and associated data tables and graphs for September are provided as an attachment to this report.

Wastewater Treatment Plant

After Labor Day, the wastewater plant has experienced a notable decrease in flow. Operations staff current emphasis is on carrying out preventive maintenance tasks and getting the plant ready for the upcoming storm season. Quarterly inspections of mechanical components are scheduled to begin in October.

Cloacina spent two days onsite addressing various warranty issues with the MBR unit, and staff continues to work with Cloacina project management to resolve the remaining warranty punch list items.

Wastewater Collection System Cleaning

In September, Mainline Utility Company conducted an additional 1,350 feet of CCTV inspection on the gravity sewer mains. The inspection identified areas requiring further cleaning and future improvements. Some sewer main inspections overlapped with areas currently undergoing development. Staff communicated with contractors about the presence or absence of sewer laterals for their projects

The quarterly inspection of the First St lift station is scheduled for October.

Water System

Staff continues to monitor the chloramine residual in the water tank to minimize nitrification.

The EPA mandated the completion and submission of a Lead Service Line Inventory for all service connections in the District by October 16, 2024. Staff finished the project in September and submitted it through the Submission Portal provided by the State Water Resources Control Board.

Avila Beach CSD Wastewater Treatment Facility

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

Month: **SEPTEMBER 2024**

Date	Daily Flow (MGD)			Effluent Monitoring		
	Total	Max (gpm)	Avg (gpm)	Biweekly Total Coliform	Biweekly Fecal Coliform	Daily Chlorine Residual
1	0.088226	148	61			0.00
2	0.073945	113	51			0.00
3	0.056654	62	39	2.0	<1.8	0.00
4	0.049060	65	34			0.00
5	0.049967	61	35	<1.8	<1.8	0.00
6	0.051743	61	36			0.00
7	0.059342	61	41			0.07
8	0.059891	75	42			0.50
9	0.053687	60	37	<1.8	<1.8	0.00
10	0.050554	61	35			0.00
11	0.050789	59	35			0.00
12	0.051912	61	36	<1.8	<1.8	0.00
13	0.051297	60	36			0.00
14	0.051022	61	35			0.00
15	0.057674	60	40			0.00
16	0.049364	62	34	<1.8	<1.8	0.00
17	0.049551	60	34			0.00
18	0.047938	62	33			0.40
19	0.050040	59	35	<1.8	<1.8	0.00
20	0.053359	61	37			0.00
21	0.053424	60	37			0.00
22	0.058952	61	41			0.00
23	0.044826	58	31	<1.8	<1.8	0.00
24	0.046855	61	33			0.00
25	0.048723	59	34			0.00
26	0.045754	61	32			0.00
27	0.056380	59	39			0.00
28	0.056049	61	39			0.00
29	0.059825	78	42			0.00
30	0.051672	62	36			0.00
31						
Min	0.044826	58	31.0	<1.8	<1.8	0.00
Mean	0.054283	66	37.7	<1.8	<1.8	0.03
Max	0.088226	148	61.0	2.0	<1.8	0.50
Total	1.628475					

Effluent daily (dry weather) flow NTE 0.2 MGD (mean).

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

SIGNATURE: _____

PRINTED NAME: _____

Effluent and Influent Monitoring

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)
9/5/24	<4.0	<5.0	330	230	<5.0
9/12/24	<4.0	<5.0	270	210	
9/19/24	<4.0	<5.0	390	310	
9/26/24					
Min	<4.0	<5.0	270	210	<5.0
Mean	<4.0	<5.0	330.0	250.0	<5.0
Max	<4.0	<5.0	390	310	<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)
9/5/24	<0.1	0.95	7.44	75.9
9/12/24	<0.1	0.20	7.38	74.4
9/16/24	---	---	---	75.5
9/19/24	<0.1	0.20	7.54	75.5
9/26/24			7.46	
Min	<0.1	0.20	7.38	74.4
Mean	<0.1	0.45	7.46	75.3
Max	<0.1	0.95	7.54	75.9

*Effluent pH samples were collected on 9/6, 9/13, 9/19, and 9/27.

Influent Brine Received

Date	Volume (Gallons)
N/A	N/A

Sludge Removal

Date	Gallons
9/11/24	4,000

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%	***	***

DATE: _____

TITLE: _____

Avila Beach CSD Wastewater Treatment Facility

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

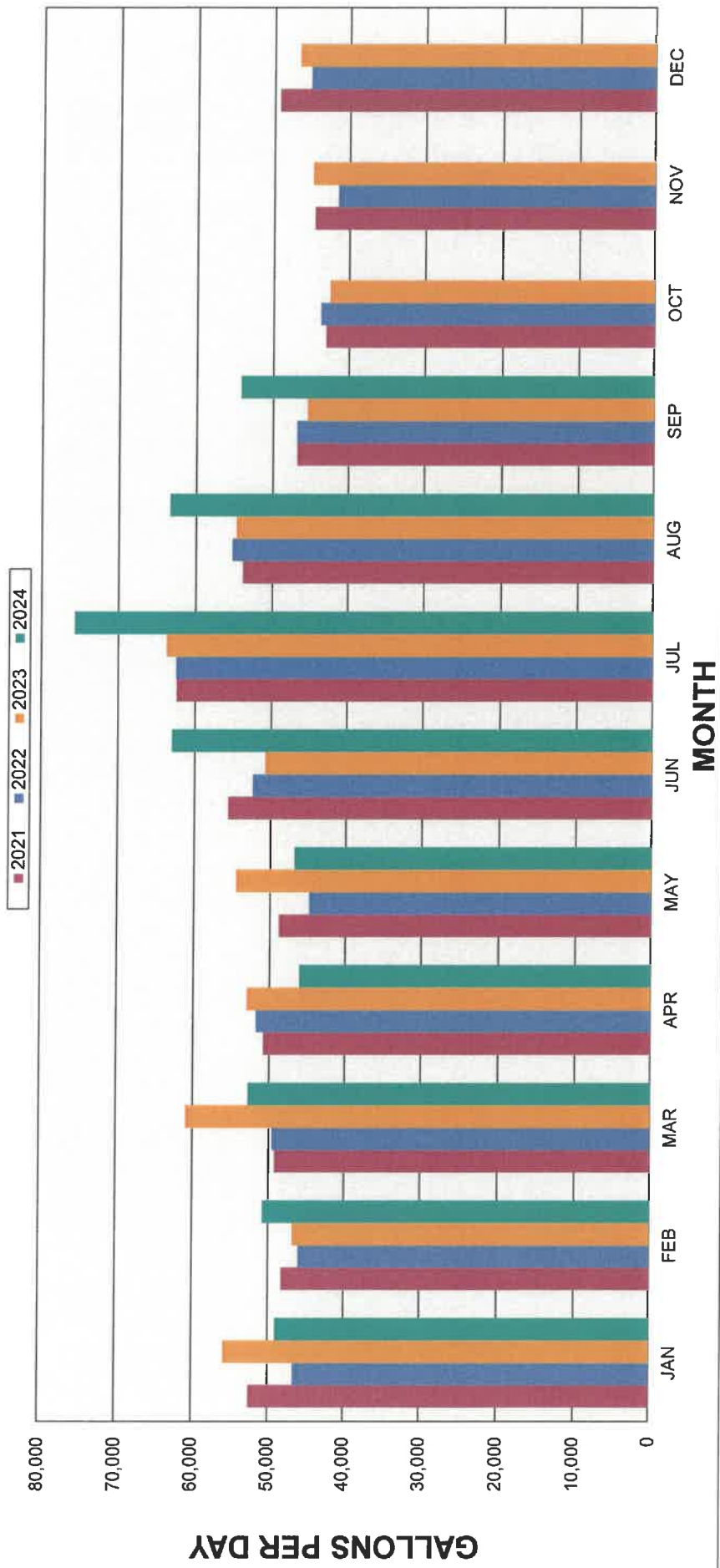
Month: **SEPTEMBER 2024**

Process Sampling

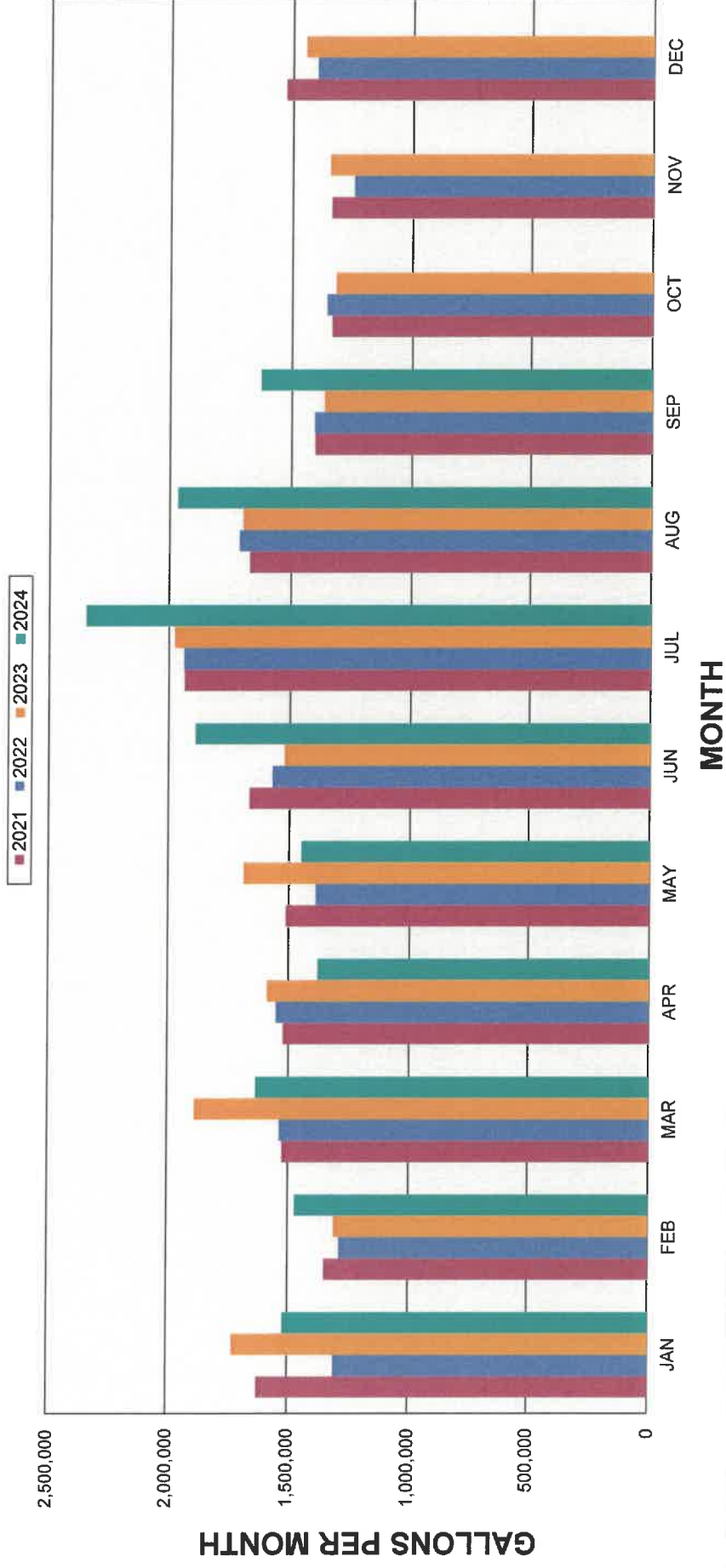
Parameter (mg/L)	MBR Influent (24HC)	MBR Aeration (grab)	
		Date	Date
Date	9/5/2024	9/3/2024	9/5/2024
BOD (mg/L)	---	---	190
Total Suspended Solids (mg/L)	7,600	9,000	63
Volatile Suspended Solids (mg/L)	6,600	---	---

The process sampling results attached were required by the manufacturer for the first year of operation of the WWTP. Avila Beach CSD staff have elected to continue monthly process sampling beyond this requirement to monitor plant performance. The constituents/frequency may change at the discretion of Avila Beach CSD.

ABCSD AVERAGE DAILY WWTP EFFLUENT FLOW (2021 - 2024)

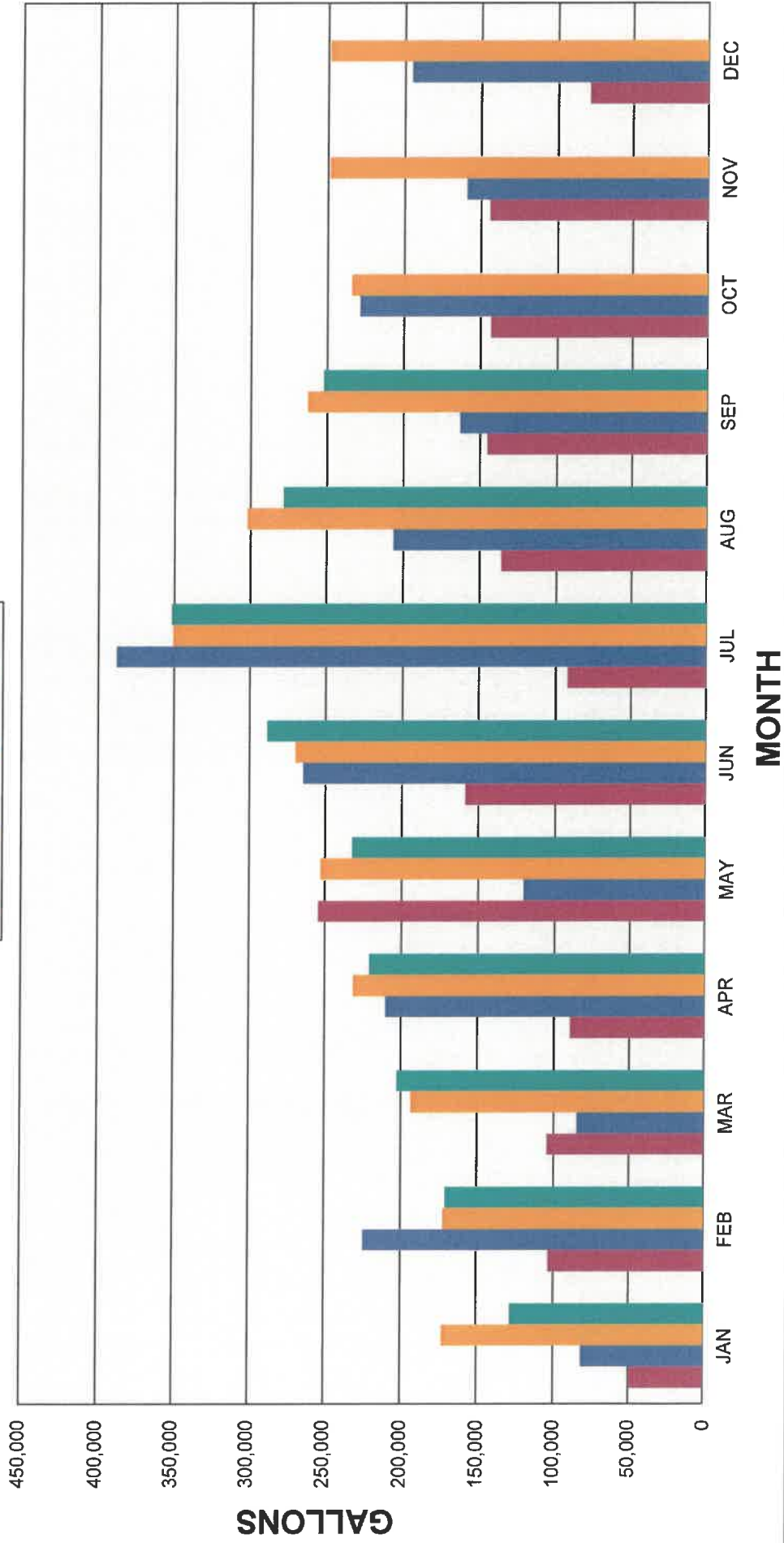


ABCSD MONTHLY TOTAL WWTP EFFLUENT FLOW (2021 - 2024)

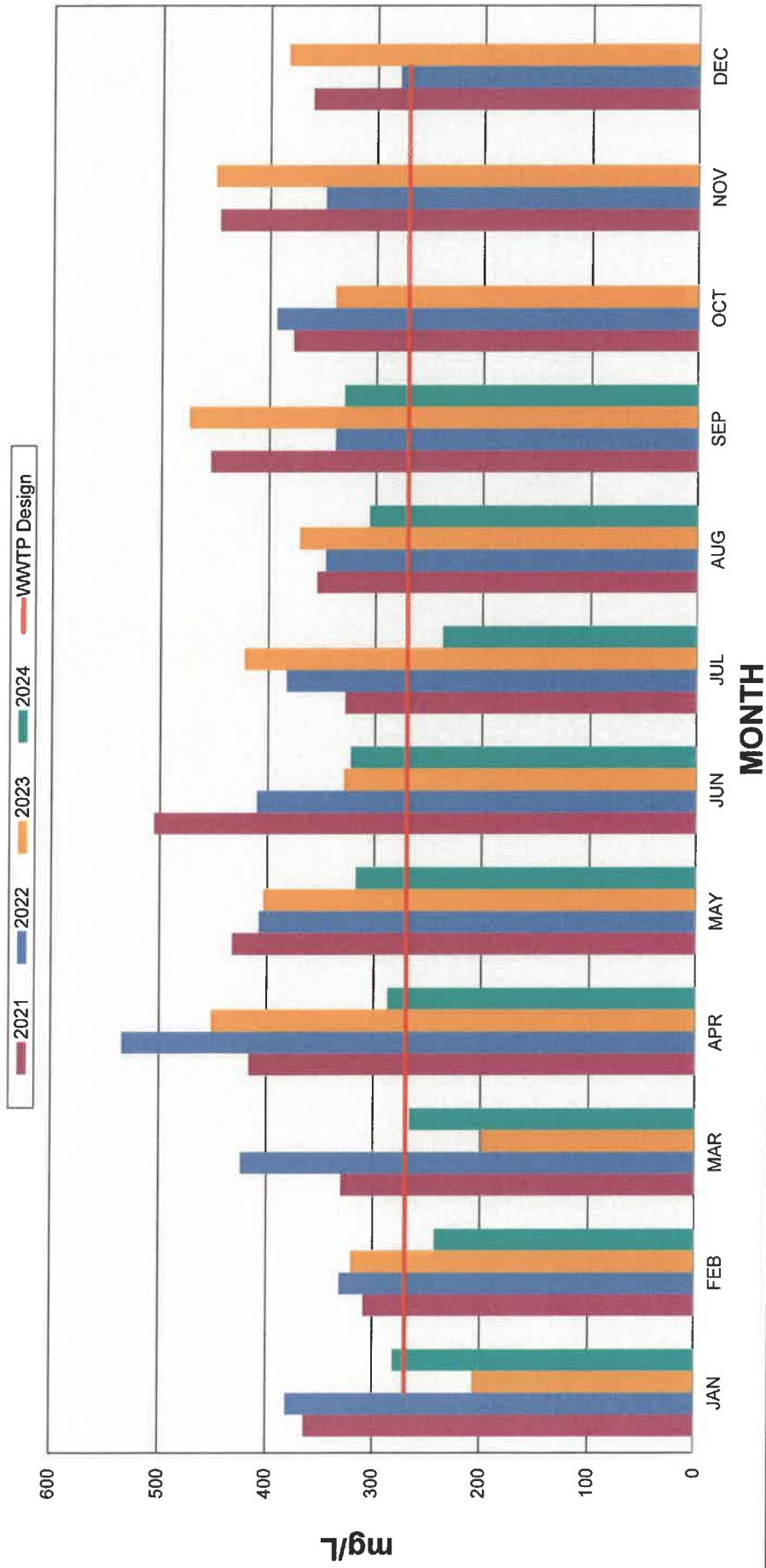


PORT SAN LUIS MONTHLY TOTAL FLOW (2021 - 2024)

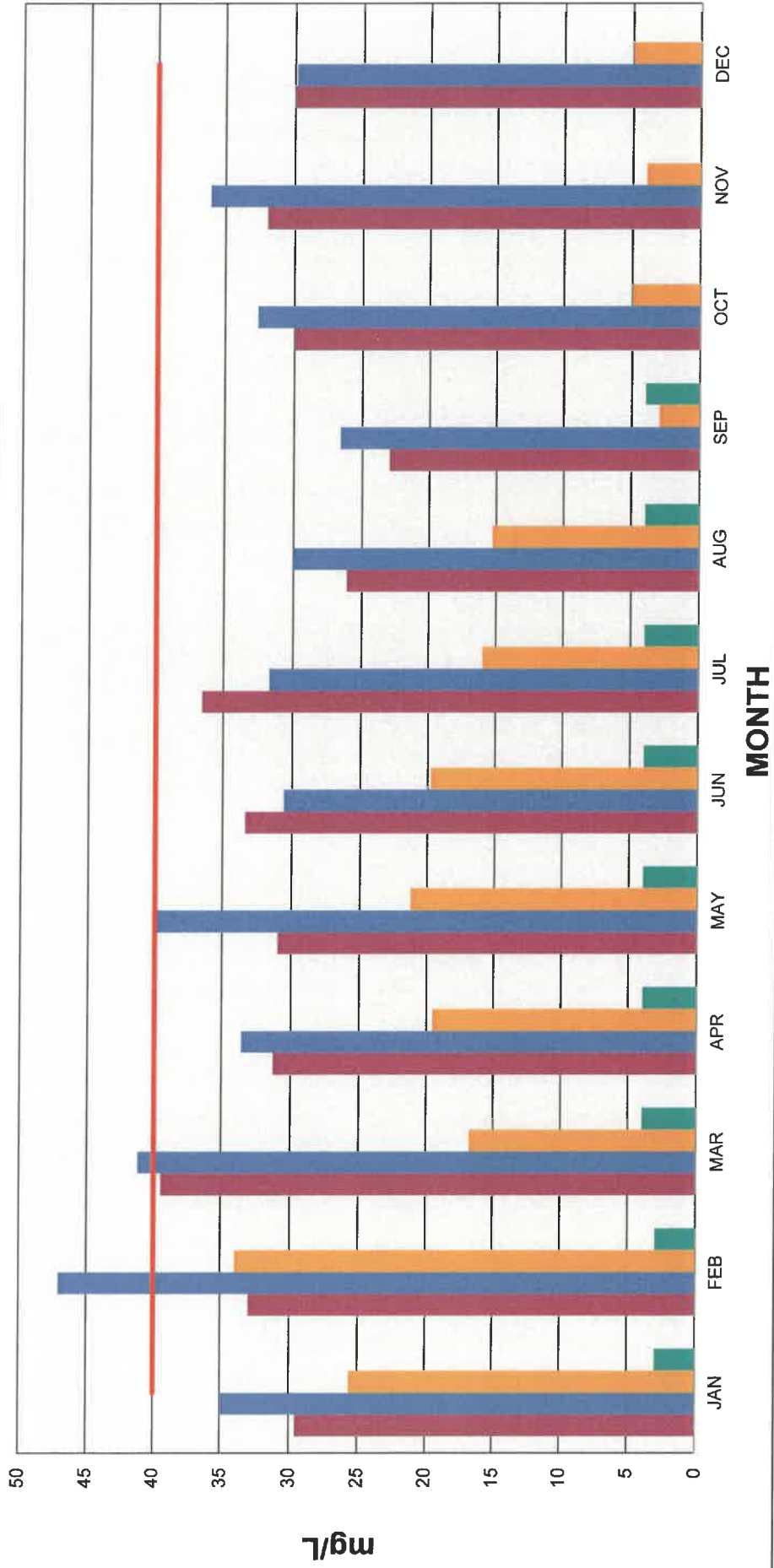
■ 2021 ■ 2022 ■ 2023 ■ 2024



ABCSD MONTHLY AVERAGE INFLUENT BOD (2021 - 2024)

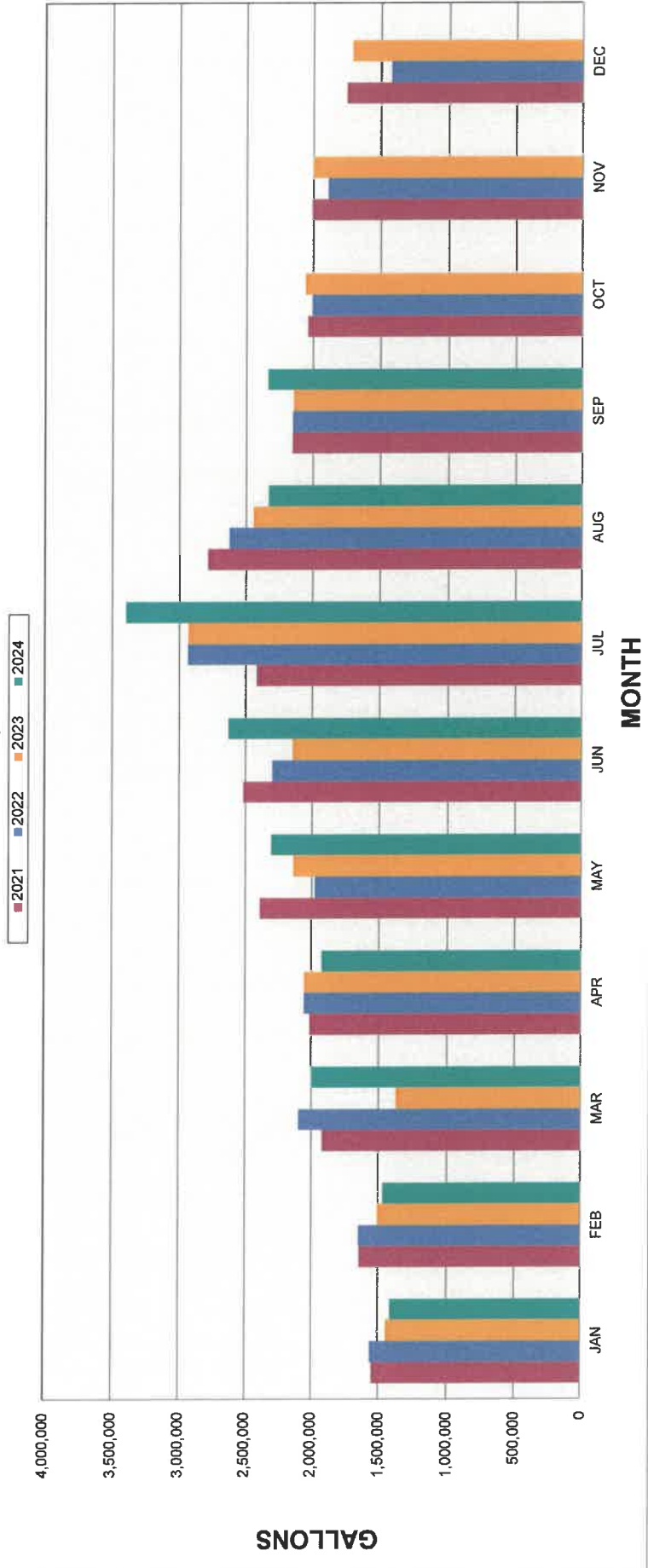


ABCSD MONTHLY AVERAGE EFFLUENT BOD (2021 - 2024)

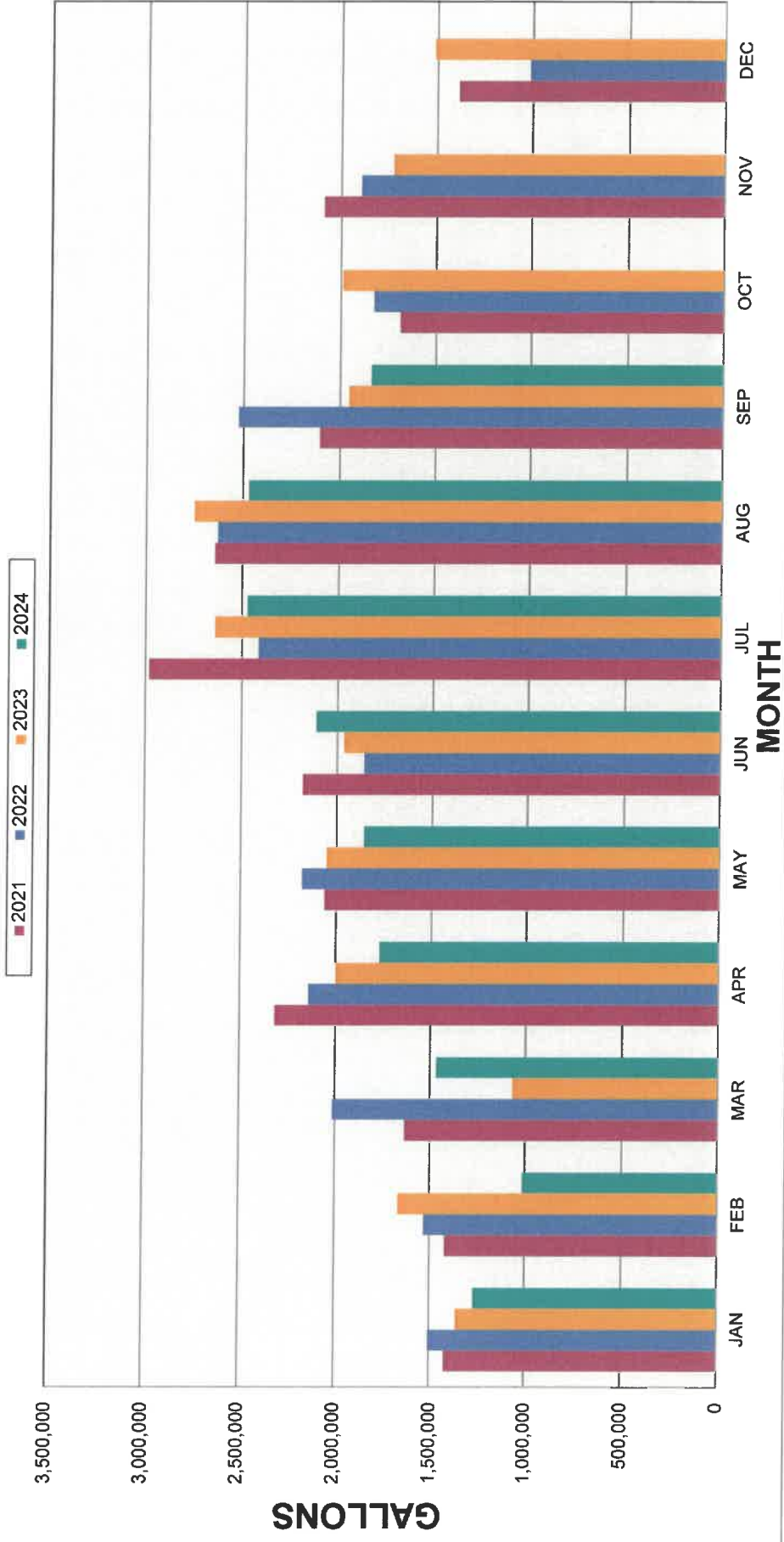


Note: Non Detect (ND) values are represented on the graph at their reporting limit.

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

MEMORANDUM

Item 7A

TO: Board of Directors

FROM: Brad Hagemann, General Manager



DATE: October 8, 2024

SUBJECT: Preliminary Will Serve Request – 502 Front Street, Avila Beach, APN 076-213-077. Project Scope: replacement of an existing 3-bedroom single family residence with a 2-bedroom single family residence; a 1-bedroom auxiliary dwelling unit; and 928 square feet of commercial space.

Recommendation:

Receive Staff Report and Consider Conditional Approval the Preliminary Intent to Serve Request

Funding:

The applicant provided a Will Serve Application and check #1248, dated September 9th, 2024, in the amount of \$1,000 for the application processing fee as described in Resolution No. 97-2 for processing an “Intent to Serve” letter review. In addition, the applicant has provided an Engineering and Inspection Agreement to cover any additional District costs for review and processing of the Will Serve Application. The Will Serve Application is provided as an attachment to this Staff Report.

Discussion:

Attached for Board consideration is a Preliminary Will Serve Application dated September 9th, 2024, from Victor Montgomery, owner of the subject property. The applicant’s Project Description includes demolition of the existing single-family residence and construction of a two-story mixed-use project. The ground floor will include 928 square feet of commercial space, a 448 square foot auxiliary dwelling unit, and an adjacent 1 car carport. The second floor will include a 2,052 square foot 2-bedroom single family residential unit.

The existing 3-bedroom single-family residence on the property has historically used 3 – 5 units of water per month. Staff estimates the proposed replacement project may use 20% – 25% more water than the existing single-family residence. However, actual water use will vary greatly depending on whether the new ADU and SFR are occupied full-time or less than full-time.

Staff believes the District has the existing water and sewer capacity to serve the proposed replacement project.

Attachment: Preliminary Will Serve Request Application, dated September 10, 2024

AVILA BEACH COMMUNITY SERVICES DISTRICT
APPLICATION FOR
PRELIMINARY WILL SERVE LETTER

1. Owner Name: Victor & Randi Montgomery
2. Business Address: _____
3. Mailing Address: PO Box 534 Avila Beach CA 93424
4. Phone Number: 805-431-7679
5. Agent's Name(Architect or Engineer): NA
6. Mailing Address: _____
7. Phone Number: _____
8. Assessor's Parcel Number(APN) of lot(s) to be served: 076-213-007
9. Project's Location: Corner of 1st and San Fransisco
10. San Luis Obispo County Planning Department/Tract Development No.: _____
11. Number of Residential Units: 2 Number of Bedrooms: 3 total
12. Type of Use:
 - Single Family Residence o Duplex o Triplex o Multi-Family
 - Subdivision
 - Commercial
 - Multi-use *(Project Description)* 2 residential units, 1 commercial unit
Type Mixed Use
 - Remodel: *(Project Description)* _____
13. Applications for multi-use projects, commercial projects, projects that exceed two (2) residential units, or multi-family projects will not be approved until the following have been submitted to the District for its review:
 - a. Two (2) separate sets of site plans that show the approximate square footage of each unit, the site topography and an estimate of the number of water fixtures to serve each unit in the project; and
 - b. An engineer or architect's estimate of monthly water and sewer and demand (in gallons per month) for the project.
14. The Applicant agrees that in accordance with generally accepted construction practices, Applicant shall assume sole and complete responsibility for the condition of the job site during the course of the project, including the safety of

persons and property; that this requirement shall apply continuously and not be limited to normal working hours; and the Applicant shall defend, indemnify, and hold the District and District's agents, employees and consultants harmless from any and all claims, demands, damages, costs, expenses (including attorney's fees) judgements or liabilities arising out of the performance or attempted performance of the work on this project; except those claims, demands, damages, costs, expenses (including attorney's fees) judgements or liabilities resulting from the negligence or willful misconduct of the District.

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

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

Date 9-10-2024



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

Victor Montgomery

Print name



502 FIRST ST MIXED USE

PERSPECTIVE VIEW - AT CORNER OF 1ST STREET AND SAN FRANCISCO STREET

VICINITY MAP



PROJECT DIRECTORY

OWNER: VC MONTGOMERY
 ARCHITECT: RMB DESIGN GROUP
 ADDRESS: 376 S. HOVEA STREET, SUITE 102
 SAN LEANDRO, CA 94701
 PHONE: (925) 898-9428
 WWW: RMBDESIGNGROUP.COM

PROJECT STATISTICS

SITE INFORMATION:
 STREET ADDRESS: 502 1ST STREET, AVILA BEACH
 SAN LUIS OBISPO, CA 95026
 APN: 076-13-007
 ZONING: UNDEVELOPED
 LAND USE: RESIDENTIAL
 EXISTING USE: UNDEVELOPED
 PROPOSED USE: COMMERCIAL, RESIDENTIAL

FLOOR AREA RATIO: 1.84
PROPOSED FLOOR AREA: 2,300 SQ FT
LOT COVER: 740 SQ FT
MAXIMUM HEIGHT: 10 FT
LANDSCAPE: 10 FT

SETBACKS:
 FRONT: ZERO
 REAR: ZERO
 SIDE: ZERO

BUILDING INFORMATION:
 NUMBER OF STORIES: 2
 CONSTRUCTION TYPE: CONCRETE
 SPRINKLER: YES
 MAX. HEIGHT ALLOWED: 25'-0"
 MAX. HEIGHT PROPOSED: 25'-0"
 FLOOD ZONE: VHM
 FLOOD ZONE: VHM

PARKING

REQUIRED PARKING	UNIT COUNT	MIN. REQUIRED PER COUNTY	TOTAL PARKING
RESIDENTIAL	1	1	1
COMMERCIAL	2	2	2
TOTAL	3	3	3

RESIDENTIAL: 1 PER 2,000 SQ. FT. (M.F. 16)
 COMMERCIAL: 1 PER 1,000 SQ. FT. (M.F. 16)
 FOOD & BEVERAGE RETAIL: 1 PER 200 SQ. FT. OF FLOOR AREA
 REQUIRED: TOTAL 4 STALLS
 PROVIDED: OFF-STREET PARKING

PLANNING REGULATIONS

- AVILA BEACH (SECTION 16.4) (M.F. 16)
- SAN LUIS OBISPO (SECTION 16.4) (M.F. 16)
- CAPITAL PLAN POLICIES
- CAPITAL PLAN POLICIES

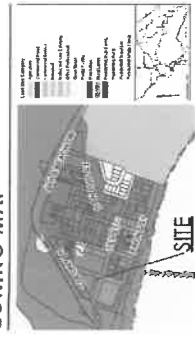
SHEET INDEX

- A1 TITLE SHEET
- A2 EXISTING CONDITIONS
- A3 FLOOR PLANS
- A4 ELEVATIONS
- A5 ELEVATIONS
- A6 ELEVATIONS
- A7 ELEVATIONS
- A8 ELEVATIONS
- A9 ROOF PLAN
- A10 1ST STREET PERSPECTIVE RENDERING 1
- A11 1ST STREET PERSPECTIVE RENDERING 2
- A12 SOLAR SHADE STUDY - SUMMER SOLAR

PROJECT DESCRIPTION

PROPOSED TWO-STORY MIXED USE PROJECT INCLUDES COMMERCIAL AND RESIDENTIAL USES. THE PROJECT INCLUDES A SINGLE COMMERCIAL UNIT OF 2,300 SQ. FT. AND A 4-UNIT RESIDENTIAL UNIT ON THE SECOND FLOOR. CONNECTIONS TO AN EXISTING 100' WIDE LOT ON THE SECOND FLOOR CONNECTION TO AN EXISTING 100' WIDE LOT ON THE SECOND FLOOR. COMMERCIAL PARKING WILL BE SUBJECT TO THE AVILA BEACH PLANNING DEPARTMENT.

ZONING MAP



BUILDING AREA (NET)

AREA - BUILDING FLOOR (NET SF)	AREA (SF)
RESIDENTIAL	1,000 SF
COMMERCIAL	1,300 SF
TOTAL BUILDING AREA	2,300 SF



TITLE SHEET

502 FIRST ST MIXED USE IN AVILA BEACH

10 SEPTEMBER 2024

3387-01-CO24


A1

**AVILA BEACH
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424

MEMORANDUM

TO: Board of Directors

FROM: Brad Hagemann, General Manager 

DATE: October 8, 2024

SUBJECT: Recommendation to the County Board of Supervisors for filling two positions on the District's Governing Board

Recommendation:

Receive Staff Report and provide a Recommendation to the Board of Supervisors

Discussion:

Staff received the attached September 18th, 2024 letter from the County Clerk-Recorder's Office which states that no one filed Declarations of Candidacy for the two Board of Director positions that will become available at the end of the year (positions currently occupied by Director Kennett and Director Berry). Therefore an election will not be held in the District for these positions. Instead the County Board of Supervisors will appoint a qualified person to the positions based on a recommendation from the Community Services District.

Staff understands that both Director Kennett and Director Berry are interested in continuing to serve on the District's Board of Directors. If so, staff recommends the Board approve a motion to recommend the Board of Supervisors appoint Howie Kennett and Kristin Berry to the two open positions.



COUNTY OF SAN LUIS OBISPO
OFFICE OF THE CLERK-RECORDER

Elaina Cano – *County Clerk-Recorder/Registrar of Voters*
Penny Boyd – *Deputy Director Registrar*

September 18, 2024

Avila Beach CSD
PO Box 309
Avila Beach CA 93424

Dear General Manager,

The Avila Beach Community Services District was scheduled to have its district election on November 5, 2024, for:

Two Directors, term beginning 12/6/2024 and ending 12/1/2028

As of the 83rd day prior to the election, no candidates have filed a declaration of Candidacy for these positions. The Clerk-Recorder's Office did not receive any petitions requesting the district election to be held in the district. Accordingly, a district election will not be held for these positions.

Pursuant to Elections Code section 10515(b), the Board of Supervisors will appoint qualified candidate(s) no later than November 5, 2024. If the Avila Beach Community Services District intends to recommend qualified candidate(s), please submit recommendations in writing to our office **no later than October 16, 2024**. After the Board of Supervisors have made the appointment(s), our office will send out the Certificate of Appointment and Oath of Office forms to this/these candidate(s).

Please feel free to contact our office by phone at 805-781-5228 or by email at candidateservices@co.slo.ca.us if you have any questions concerning this matter.

Thank you,

Tami Bisantz
Division Supervisor