

**AVILA BEACH COMMUNITY SERVICES DISTRICT
MINUTES OF REGULAR MEETING
April 10th, 2018**

1. CALL TO ORDER

President Pete Kelley called the regular meeting of the Board of Directors of the Avila Beach Community Services District, to order at 7:00 p.m. on the above date, in the Avila Beach Community Service District Building 100 San Luis Street, Avila Beach, California.

2. ROLL CALL

Board Members Present:

Pete Kelley
Lynn Helenius
Eric DeWeese
Kristin Berry
Ara Najarian

Staff Present:

Brad Hagemann, General Manager and District Engineer
Kristi Dibbern, Accounting Clerk
Mike Seitz, Legal Counsel
Krista Young, Operations Manager FRM

3. PUBLIC COMMENTS

4. INFORMATION AND DISCUSSION ITEMS

Anne Brown, Avila Beach asked why the fire hydrant on Front Street had a black bag over it. Chief Lee commented that if a hydrant is bagged it is not in working condition and needs to be repaired.

A. County Reports

1. SLO Sheriff:

Sheriff Rainer Bodine standing in for Jim Voge. reported 41 calls for service during March, which was about 10 calls below the average. The calls included 6 suspicious persons calls, 3 disturbances, 1 petty theft and 2 phone scams. On March 14th a suspect followed a 50 year old man to his home on San Luis Street and proceeded to throw a rock at his car. A burglary was reported in which jewelry and a rifle were stolen. At Pirate's Cove a man had his guitar stolen while he was swimming. Anne Brown, from Avila Beach, asked the Sheriff if the bike patrol would be present at farmer's market this year. Sheriff Bodine responded that the bike patrol is a

priority as staffing allows. Bodine also commented that the Gang Task Force is also available during peak tourist season in Avila. Director Kelley asked the Sheriff if the District changed the time of the CSD's regular meeting to regular daytime business hours would it affect the Sheriff's attendance. At this time, the Sheriff is available for daytime meetings.

2. Cal Fire Report:

Cal Fire Battalion Chief Paul Lee reported 45 calls for service, 19 were medical related. Cal Fire responded to a tanker truck fire last week on the southbound Hwy 101 that consumed 6,400 gallons of gasoline was burned. Cal Fire also responded to the rescue of two biologists counting fish during the last storm. Chief Lee announced that on April 30 Fire Season begins. Cal Fire has been assigned a new Type 2 vehicle that will bring specialty equipment on to a scene quickly. In regards to weed abatement season, Chief Lee urges residents not to wait to cut grass and brush. The number one cause of fire is setting a motorized tool down and walking away, so be cautious. Cal Fire and the Forrest Service are working to keep the grant funded fire break work above the Bob Jones trail & Cherry Canyon going. Thinning and pruning creates a good buffer below and above the homes. Cal Fire staff continues to clear trails to provide wild fire suppression throughout San Luis Obispo County. Chief Lee commented he is available for day meetings as well.

B. Reports on Conferences, Meetings and General Communications.

No Report.

5. CONSENT ITEMS

President Kelley introduced the consent items and inquired if any member of the Board or public wished to address any items.

- A. Minutes of March 13th, 2018 Regular Meeting
- B. Monthly Financial Review for March
- C. General Manager and District Engineer Report
- D. Water and Wastewater Superintendent Report for March
- E. Capital Projects Report for March

GM Hagemann stated Lake Lopez water level is at 52% of capacity. The Board expressed an interest in the possibility of an Open House in a few months. Anne Brown expressed her concern about a rumor regarding the Board not allowing the use of District funded electrical power for Fish and Farmer's Market (FAFM). President Kelley explained the District did approve the Fish and Farmer's Market agreement after being named as an additionally insured on FAFM liability coverage and the board was assured adequate safety inspections were taking place during market times. Director Najarian made the motion to adopt the consent items. Director Helenius seconded the motion and it passed with a roll call vote 5 - 0.

AYES: Ara Najarian
Lynn Helenius
Pete Kelley
Eric DeWeese
Kristin Berry

NOES: None

ABSENT: None

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

None.

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

A. Fats, Oil and Grease Program Services Contract

GM Hagemann introduced the item and explained to the Board our wastewater collection system Sanitary Sewer Management Plan requires the District to implement an active FOG program to minimize sanitary sewer overflows caused by or exacerbated by accumulated FOG in the collection system. Wallace Group has historically provided FOG program services for the District and they provide FOG services to several local municipalities. Wallace Group has done a commendable job on the program to date and staff recommends retaining Wallace Group to provide FOG program services for FY 2018-19 in accordance with their proposal for an amount not to exceed \$5,300. Director Najarian asked if there were competitors in the area? GM Hagemann researched other companies in the past and had not found competitors in the area. President Kelley made a motion to award the FOG Program Contract to Wallace Group for FY 2018-19. Director DeWeese seconded the motion and it passed with a roll call vote 5-0.

AYES: Pete Kelley
Eric DeWeese
Lynn Helenius
Kristin Berry
Ara Najarian

NOES: None

ABSENT: None

B. Award Contract to Install New HVAC unit in District Administrative Office

(Action Required: Receive Report and Provide Direction to Staff)

Last month the Board directed staff to explore options for adding a natural gas connection to the building to support the new HVAC unit. GM Hagemann reported to the Board that the cost to

install natural gas service, a new gas meter, associated plumbing and a gas fired HVAC unit will be approximately \$25,000. Staff has also contacted the San Luis Obispo County Energy Watch Partnership to check on costs and grant funding opportunities for the installation of solar panels. Energy Watch has an appointment with Staff on Wednesday, April 11th, 2018. Staff's recommendation is to award the contract to Pacific Heating for installation the heat pump system for the not to exceed amount of \$10,600. After much discussion, Board directed Staff to report back with power sources options for the HVAC unit. Director Najarian made the motion to award the contract to Pacific Heating for the installation. Director Kelley seconded the motion and it passed with a roll call vote 5-0.

AYES: Ara Najarian
 Pete Kelley
 Eric DeWeese
 Kristin Berry
 Lynn Helenius

NOES: None

ABSENT: None

C. Ballot for LAFCO Alternate Special District Member
GM Hagemann explained that on February 23rd at the San Luis Obispo Chapter of the California Special District Association met to accept nominations and conduct an election for the LAFCO Alternate member. However, there was not a quorum. Therefore, each District was requested to vote for one of the nominees and sending the results to LAFCO. The Board is to vote for one of the following candidates: Dan Burgess, Heritage Ranch Community Services District or Ed Eby, Nipomo Community Services District Director. Director DeWeese made the motion to vote for Ed Eby for LAFCO Alternate Special District Member. Director Helenius seconded the motion and it passed with a roll call vote 5-0.

AYES: Eric DeWeese
 Lynn Helenius
 Ara Najarian
 Pete Kelley
 Kristin Berry

NOES: None

ABSENT: None

D. Award Contract to Prepare Brine Disposal Study.

GM Hagemann introduced the item and advised the Board that he had recently met with Regional Water Board staff members to get clarification on their expectations for the scope of the Brine Disposal Study. Hagemann noted that the Water Board is encouraging wastewater treatment plants with ocean outfalls to consider accepting brine waste, provided it does not violate any of the discharge permit conditions. Hagemann stated it is a safe and cost effective way to dispose of brine waste and could add another revenue stream to the District's operations. Hagemann then met with MKN Engineering and requested them to prepare a proposal for preparation of the Brine Study. Staff recommends awarding the contract to MKN Engineering at the not to exceed amount of \$13,000. The Brine Project Study will take 6-10 weeks. Director Helenius asked if we had space at the treatment plant for a brine disposal system. GM Hagemann commented that adequate space is available at the WWTP. Anne Brown, Avila Beach asked if we should lengthen the outfall line. Hagemann responded that the existing outfall line meets all current permit requirements and that it would be very expensive to lengthen. However, if requirements change, the District may need to lengthen the outfall. After a brief discussion, Director Kelley made the motion to award the contract. Director DeWeese seconded the motion and it passed with a roll call vote 5-0.

AYES: Pete Kelley
 Eric DeWeese
 Ara Najarian
 Lynn Helenius
 Kristin Berry

NOES: None

ABSENT: None

F. Regular Board Meeting Times

After some discussion, it was decided to hold the regularly scheduled Board of Director Meetings for Avila Beach CSD on the second Wednesday of the month at 11:00 AM. Legal Counsel, Mike Seitz announced that the first 2 meetings are "Special Meetings" until the bylaws can be modified. Director DeWeese made the motion to move the Board meetings to the second Wednesday of the month at 11 AM. Director Najarian seconded the motion and it passed with a roll call vote 5-0.

AYES: Eric DeWeese
 Ara Najarian
 Lynn Helenius
 Pete Kelley
 Kristin Berry

NOES: None

ABSENT: None

8. COMMUNICATIONS:

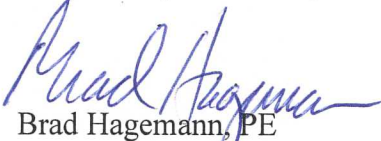
GM Hagemann announced the Finance Committee will be meeting this month to address the Budget. Director DeWeese and Director Helenius on the Finance Committee. Also, the next regular meeting will be on: Wednesday, May 9th, 2018 at 11a.m. at the District Office.

ADJOURNMENT: The meeting was adjourned at 8:30 p.m.

The next regular meeting of the Avila Beach Community Services District is scheduled for Wednesday, May 9th, 2018 at 11:00 AM at 100 San Luis Street, Avila Beach.

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

Respectfully submitted,


Brad Hagemann, PE
General Manager