

**AVILA BEACH COMMUNITY SERVICES DISTRICT
MINUTES OF REGULAR MEETING
July 11th, 2017**

1. CALL TO ORDER

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

2. ROLL CALL

Board Members Present: Pete Kelley
 Lynn Helenius
 Eric DeWeese
 Ara Najarian

Staff Present: Brad Hagemann, General Manager and District Engineer
 Kristi Dibbern, Accounting Clerk
 Mike Seitz, Legal Counsel
 Carinna Butler, Operations Manager FRM

Kristin Berry took the oath of office and joined the Director's table.

3. PUBLIC COMMENTS

4. INFORMATION AND DISCUSSION ITEMS

A. County Reports

1. SLO Sheriff:

Sheriff Voge reported 59 calls for service including 2 assaults with deadly weapons, 0 burglaries at Bob Jones trailhead, and 3 disturbing the peace. Gang graffiti occurred at the east end of the beach. Four gang members and one female victim were involved at a confrontation at the Park Restrooms. The female victim was hospitalized for head injuries. The gang members had warrants for their arrests and were apprehended by the highway patrol later that same evening. Additionally, a Paso Robles resident was beaten near the fire pits in Avila after being accused of stealing a backpack. Other incidents included a man slashing four tires and a drowning incident. A thirty five year old man apparently fell overboard, while kayaking with friends. The County rescue dive team was not able to locate the body due to deep waters.

2. Cal Fire Report:

Cal Fire Battalion Chief Paul Lee was unable to attend the meeting due to local fires.

B. Reports on Conferences, Meetings and General Communications

GM Hagemann reminded the Board members to complete their ethics training. The California Special District's Association (CSDA) training office has created individual logins and passwords for each board member and sent them an email with instructions. Directors should turn in their Certificates of Completion into the District office for our official files. The San Luis Obispo local chapter of the

California Special District Association is hosting an event on July 27th at Tooth & Nail Winery in Paso Robles from 3:30 – 5:30pm.

The Port of San Luis Harbor District will be hosting a Brown Act Seminar on August 30. Information is included in the Board Packet. Please let Kristi Dibbern know if you will be attending.

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 June 13th, 2017 Regular Meeting
- B. Monthly Financial Review for June
- C. General Manager and District Engineer Report
- D. Capital Projects Status Report
- E. Water and Wastewater Superintendent Report June Report

Director Helenius made the motion to adopt the consent items. Director DeWeese seconded the motion and it passed with a roll call vote 5-0.

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

NOES: None

6. DISCUSSION OF PULLED CONSENT ITEMS.
None

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

A. Award Contract for Water Valve Replacement Project, CIP #W-2017/18 - 2

GM Hagemann introduced the item and summarized the Staff Report. He stated this year's approved Capital Improvement Program budget includes \$100,000 for replacement of non-operational water valves and meters. The Board retained MKN & Associates to prepare plans and specifications for the project and staff advertised and circulated the project to experienced contractors. Staff received bids from two firms and after a thorough review, staff determined Brough Construction Inc. of Arroyo Grande, was the apparent low bidder. Hagemann stated Brough Construction has extensive experience in the utility industry and he is confident they can do a good job. Director Kelley made the motion to award the

contract for replacing the water valves to Brough Construction. Director Najarian seconded the motion and it passed with a roll call vote 5-0.

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

NOES: None

B. Confirm Relocation of District Offices and Associated Lease Agreements

Per the Board’s direction, Staff notified the District’s lessee (Vizdom Software, Inc.), that the Board intends to re-occupy the premises at 100 San Luis Street at the end of the existing lease (December 31, 2017). Additionally, staff notified the District’s lessor (Avila Beach Civic Association) that, consistent with the existing lease, the District would like to continue the existing agreement on a month-to-month basis until the District moves to the 100 San Luis Street property. The purpose of this item is for the Board to affirm the above decisions and provide any other direction to staff as we move forward with the transition. Director Kelley made the motion to confirm a move to the Fire Station at 100 San Luis Street in Avila Beach. Director DeWeese seconded the motion and it passed with a roll call vote 5-0.

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

NOES: None

C. Annual Weed Abatement Program

Director Kelley made the motion to adopt Resolution No. 2017-07 Ordering Abatement on 2 Parcels listed APNs 076-221-003 & 076-223-018. Director Najarian seconded the motion and it passed with a roll call vote 5-0.

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

NOES: None

D. Special District Risk Management Authority Board of Directors Election

Director Kelley made the motion to adopt Resolution No. 2017-08 SDRMA Ballot casting District Votes for the following candidates: Timothy Unruh, Mike Scheafer, David Aranda, Jean Bracy. Director DeWeese seconded the motion and it passed with a roll call vote 5-0.

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

NOES: None

E. Wastewater Treatment Plant Discharge Permit Renewal

GM Hagemann summarized the staff report and stated that the District's existing discharge permit was issued in 2009 and the permits are issued for a 5 (five) year timeframe. However, the Water Board (WB) can administratively extend the permit provided the discharger files a timely renewal application. Upon initial review, the draft permit limits and conditions are consistent with the existing permit and does contain a special provision that would allow the District to discharge brine waste through the ocean outfall subject to the submission and approval of a Brine Discharge Study. Operations & Compliance staff are reviewing the draft permit and staff will compile any comments and submit them to the WB by July 21 deadline.

Director Helenius asked if the previously discussed plant upgrades will prevent spills and/or remain in compliance with the discharge permit. GM Hagemann commented that the Recycled Water Facilities Planning Study show the District is proactively leading a regional solutions to wastewater reuse and management.

F. Regular Board Meeting Times.

GM Hagemann commented that Director Najarian requested the Board consider changing the time of the regular meetings from evening to late morning or early afternoon. Legal Counsel Seitz responded that the By-Laws would need to be modified if the Board decides to make a permanent change to the meeting times.

President Kelley expressed his concern with many conflicts in his schedule during daytime hours and preferred to leave the meetings on Tuesday evenings. Director Najarian thinks daytime meetings might facilitate more public members attending the meetings.

After more discussion, President Kelley made a motion to continue to have the meetings on the second Tuesday of each month at 7:00 PM until the District office moves to the former Fire Station. Director DeWeese seconded the motion and it passed with a roll call vote 5-0. Staff was directed to bring this item back for further consideration after the move.

AYES: Pete Kelley
 Eric DeWeese
 Lynn Helenius
 Kristin Berry

NOES: Ara Najarian

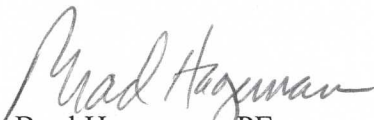
8. COMMUNICATIONS:

ADJOURNMENT: The meeting was adjourned at 8:40 p.m.

The next regular meeting of the Avila Beach Community Services District is scheduled for Tuesday, August 8th, 2017 at 7:00 pm.

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

Respectfully submitted,


Brad Hagemann, PE
General Manager