

**MINUTES OF REGULAR MEETING
Avila Beach Community Services District
Tuesday, February 8th, 2022
1:00 P.M.**

ZOOM MEETING: 411 178 7571

Meeting ID: <https://us02web.zoom.us/j/4111787571>

BY PHONE: 1-669-900-9128

1. CALL TO ORDER

President Kelley called the meeting of the Board of Directors of the Avila Beach Community Services District, to order at 1:02 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 via Zoom: Lynn Helenius

Board Members Present in Person: Pete Kelley

Howie Kennett

Board Members Absent: Ara Najarian

Kristin Berry

Staff Present: Brad Hagemann, General Manager and District Engineer

Kristi Dibbern, Accounting

3. PUBLIC COMMENTS – South County Sanitation clean up days are scheduled for March 14th- 18th. Call South County Sanitation for pickup of additional items.

Ara Najarian joined the meeting at 1:06 PM via Zoom.

4. INFORMATION AND DISCUSSION ITEMS

A. County Reports

Sheriff's Report: No Report.

Cal Fire: Battalion Chief Paul Lee reported 45 calls for service this month and 22 were medically related. Cal Fire will be clearing brush from See Canyon to Lupine Canyon to provide an additional escape route in the case of a fire. There was a structural fire last month at Sycamore Springs due to vandalism. A recording only caught a bright flash of an explosion and a car driving away from the scene. Cal Poly students will be giving their presentations on a Wildfire Prevention Plan on February 28th, 2022 to Cal Fire. These presentations take a closer look at how to prevent fires from the Chevron property, Cave Landing area all the way over to Hwy 101. Chief Lee reported that a new fire engine was purchased for Station 62.

B. Conferences, Meetings and General Communications. GM Hagemann reported that San Miguelito Mutual Water Company has hired a new General Manager, Geoff English. Board directed Staff to pursue a committee meeting to discuss “Topics of Mutual Interest” with San Miguelito Mutual Water in March.

5. CONSENT ITEMS

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

AYES: Lynn Helenius
Howie Kennett
Ara Najarian
Pete Kelley
NOES: None
ABSENT: Kristin Berry

6. DISCUSSION OF PULLED CONSENT ITEMS: None

7. BUSINESS ITEMS:

A. Mid-Year Budget Review. GM Hagemann reported at the 50% benchmark District income is at 55% and expenses are at 51%. Sanitary expenses are up due to our WWTP Project. Connection Fees for new construction are well above projections. Staff anticipates the District will be able to direct \$200,000 - \$300,000 to Reserve Fund accounts at the fiscal year end. The Board received report. No action was taken on this item.

B. Annual Review of District By-Laws. The By-Laws were last updated in February 2021 by the District’s new legal counsel. There were a few proposed changes. Staff will bring back this item in March with suggested revisions.

C. Professional services Contract Amendment for Wallace Group for Design and Build Services for WWTP Improvement Project. GM Hagemann summarized the Staff Report. Staff agreed that additional engineering and design support time is needed to successfully complete this project. GM Hagemann reported so far Wallace Group has done a good job agrees the additional costs are fair and reasonable and recommends the Board approve the contract amendment.

Director Najarian made the motion to award the amended contract for Wallace Group it was seconded by Director Helenius. It passed with a roll call vote 4-0.

AYES: Ara Najarian
Lynn Helenius
Howie Kennett
Ara Najarian
Pete Kelley

NOES: None
ABSENT: Kristin Berry

D. Consider Awarding a Professional Services Contract for Construction Management for WWTP Improvement Project. GM Hagemann explained to the Board that the next phase of our WWTP Improvement Project is to retain a professional engineering firm to provide Construction Management Services. Staff received proposals from two qualified local engineering firms, Cannon Engineering and Wallace Group. Both Cannon and Wallace Group are well qualified to perform the CM Services. Cannon's average hourly cost is slightly less than Wallace Group's average cost. Staff gives slight preference to Cannon on this project.

A motion was made by Director Najarian to award the CM contract to Cannon Engineering. The motion was seconded by Director Helenius it passed with a roll call vote 4 – 0.

AYES: Ara Najarian
Lynn Helenius
Howie Kennett
Ara Najarian
Pete Kelley

NOES: None
ABSENT: Kristin Berry

COMMUNICATIONS/CORRESPONDENCE.

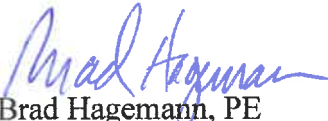
None

ADJOURNMENT: The meeting was adjourned at 2:45 P.M.

The next regular meeting of the Avila Beach Community Services District is CANCELED. A special meeting is scheduled for Tuesday, March 15th, 2022, 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