

**AVILA BEACH COMMUNITY SERVICES DISTRICT
MINUTES OF REGULAR MEETING
January 9th, 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 Civic Center.

2. ROLL CALL

Board Members Present: Pete Kelley
 Lynn Helenius
 Kristin Berry

Board Members Absent: Ara Najarian
 Eric DeWeese

Staff Present: Brad Hagemann, General Manager and District Engineer
 Kristi Dibbern, Accounting Clerk
 Krista Young, Operations Manager FRM

3. PUBLIC COMMENTS

4. INFORMATION AND DISCUSSION ITEMS

A. County Reports

1. SLO Sheriff:

Sheriff James Voge reported 38 calls for service during the month of December, including seven suspicious persons were reported, 4 petty thefts, and one burglary. Sheriff Voge warned the Board and public that burglars typically try to enter through windows of homes, not doors.

On December 12th a bicyclist was struck with a pipe wrench along the Bob Jones Trail. The attacker threatened to kill his victim and broke the victim's cell phone when he tried to call for help. A 911 call from a bystander resulted in an arrest of the perpetrator. Police also were involved in a heroin bust at the Bob Jones Trailhead parking lot. Forty-one San Luis County deputies were sent to aid at the mudslides in Santa Barbara.

Sheriff Voge reported that deputies are currently being trained on how to use Narcan medication. A drug used to reverse opioid overdoses. Sheriff Voge reported that a town hall meeting will be held on Thursday, February 22nd at Avila Beach Civic Community Center at 5:30pm.

Cal Fire Report:

Cal Fire Battalion Chief Paul Lee reported 44 calls for service, 18 were medical related. The Fire Department reported multiple calls per day for the flu and dehydration this month.

Chief Lee reported that first responders are being trained in the use of the improved version of “Jaws of Life” and stabilization struts are being put to use. In addition, they are being trained in the use of pharmaceuticals such as glucose, for diabetics and Epi-pen for allergic reactions. Finally, he reported that a recent report indicates there is a 40% percent success rate for “High Performance CPR”.

B. Reports on Conferences, Meetings and General Communications.

General Manager Hagemann announced that the CSDA Local Chapter Annual Meeting, Election and Dinner will be held in Avila on Friday, February 23th, 2018 at the Avila Beach Civic Association. If anyone has suggestions for speakers please contact the District office.

5. CONSENT ITEMS

President Kelley introduced the consent items and inquired if any member of the Board or public wished to address any items. Director Helenius asked about the Chevron brine discharge test. General Manager Hagemann explained that approximately 1,000 gallons of treated brine water was discharged to the front end of the wastewater plant as a pilot test. Organics & metals were the main concern as was the salt levels. The water was analyzed to ensure that it met all NPDES Permit limits. This was a one-time, small quantity discharge pilot test, to determine if a brine discharge would have any apparent negative impacts on the “biology” at the WWTP. Operations staff noted no negative impacts. Hagemann also noted that District staff is working with Regional Water Board staff to complete a Brine Study. With Water Board approval, the District will then be able to accept limited amounts of brine waste at the WWTP. General Manager Hagemann assured the Board that any brine related projects will be brought to the Board for approval. No items were pulled from the Consent Agenda.

- A. Minutes of November 14th, 2017 Regular Meeting
- B. Monthly Financial Review for November & December
- C. General Manager and District Engineer Report
- D. Water and Wastewater Superintendent Report for November and December

Director Helenius made the motion to adopt the consent items. Director Berry seconded the motion and it passed with a roll call vote 3-0.

AYES: Lynn Helenius
Kristin Berry
Pete Kelley

NOES: None

ABSENT: Ara Najarian
Eric DeWeese

6. **DISCUSSION OF PULLED CONSENT ITEMS.** None
7. **BUSINESS ITEMS:** Items where Board action is called for.

A. Election of Officers and Board Committee Appointments

(Action Required: Elect Board officers and Committee appointments for calendar year 2018)

GM Hagemann introduced the item by reminding the Board that the District By-laws, recommend that the Board elect a President and Vice President at the end each year. In addition, the Board typically appoints, by consensus, Directors to standing Committees for the following year. President Kelley suggested the Board defer action on this item until the regularly scheduled February meeting, when all the Board Members are present. All Board members agreed.

B. Avila Valley Advisory Committee Request for Garbage Container Storage Ordinance

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

GM Hagemann introduced the item and stated that after the agenda was prepared he consulted with County Planner Sara Sanders via email. Ms. Sanders provided a code reference for trash enclosures, which he provided as a handout. As stated in the email, from Ms. Sanders, San Luis County should be enforcing the current trash ordinance. Ms. Sanders is looking into why the existing Front Street project (apparently) does not have a trash enclosure. Lisa Newton, Avila Beach, stated the Salucci Project on First Street is an example of how the County of San Luis is not enforcing the Trash Ordinance. The mixed use of commercial and residential is just one example of over developing properties in Avila. According to the AVAC Board, the County is not enforcing adequate trash receptacles for new buildings in Avila. The Board directed staff to consult with Legal Counsel regarding preparation of a District Ordinance and bring it back to the next regular Board Meeting.

C. Status Report Regarding Relocation of Administrative Officers to 100 San Luis Street.

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

General Manager Hagemann reported to the Board that Staff met with the tenant on January 3rd, 2018. Mike Lacey from Vizdom Software advised Staff that they have a signed lease with a property owner in San Luis Obispo starting February 1st, 2018. Mr. Lacey indicated that tenant improvements at new location are underway and they plan to be out by Feb 1st, 2018. CSD staff will move to new office 2nd or 3rd week of February.

D. Resolution No. 2018-01 Workers' Compensation Resolution for Governing Body Members and/or Volunteers (Action Required: Receive Report; Adopt Resolution No. 2018-01 or Alternatively, Provide Further Direction to Staff)

General Manager Hagemann reported that the District's insurance carrier, Special District Risk Management Authority sent letter and draft Resolution on November 30, 2017, advising members that they should adopt the Resolution if they wish to continue to have Governing Body members covered under the existing policy.

Director Helenius made the motion to adopting Resolution No. 2018-01. Director Berry seconded the motion and it passed with a roll call vote 3-0.

AYES: Lynn Helenius
Kristin Berry
Pete Kelley

NOES: None

ABSENT: Ara Najarian
Eric DeWeese

E. Award Contract for Installation of Back-up Generator and Switchgear for the First Street Sewage Pump Station. (Action Required: Receive Report and Authorize Staff to Award a Contract or Provide Further Direction to Staff)

GM Hagemann introduced the item and reported that staff had solicited quotes from three qualified firms and received responses on January 5th, 2018 (after the Board package was prepared). Hagemann provided a Supplemental Sheet that summarized the quotes. The apparent low quote was from Fluid Resources Management at a cost of \$9,000. Staff recommended awarding the contract to Fluid Resources Management and moving forward with the project as soon as a date can be scheduled to do so.

Director Kelley made the motion to award the contract for the installation of the backup generator and switchgear for the First Street Sewage Pump Station. Director Berry seconded the motion and it passed with a roll call vote 3-0.

AYES: Pete Kelley
Kristin Berry
Lynn Helenius

Avila Beach CSD
Board of Directors Meeting
Minutes January 9th, 2018

NOES: None

ABSENT: Ara Najarian
Eric DeWeese

8. COMMUNICATIONS:

ADJOURNMENT: The meeting was adjourned at 8:25 p.m.

The next regular meeting of the Avila Beach Community Services District is scheduled for Tuesday, February 13th, 2018 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