

**MINUTES OF REGULAR MEETING
Avila Beach Community Services District
Tuesday, September 8th, 2020
1:00 P.M.**

PURSUANT TO THE GOVERNOR'S EXECUTIVE ORDER N-29-20, MEMBERS OF THE BOARD OF DIRECTORS, STAFF AND PUBLIC PARTICIPATED IN THIS MEETING VIA TELECONFERENCE AND/OR ELECTRONICALLY.

**BOARD MEETING
1:00 P.M. (Pacific Time) Tuesday, September 8th, 2020**

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 1:00 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
Ara Najarian
Board Members Present: Pete Kelley
Howie Kennett
Board Members Absent: Kristin Berry
Staff Present: Brad Hagemann, General Manager and District Engineer
Kristi Dibbern, Accounting
Staff Present via Zoom: Mike Seitz, Legal Counsel
Carina Butler, FRM

3. PUBLIC COMMENTS - No Public Comments.

4. INFORMATION AND DISCUSSION ITEMS

A. County Reports

Cal Fire: Battalion Chief Lee reported that Cal Fire responded to 61 calls service, 34 were medically related. The local station is fully staffed as the 2nd & 3rd largest fires burn in the history of California. Vegetation management is on hold while fire fighters assist elsewhere in the state.

Sheriff's Report: Sheriff Nelson reported via Zoom, that his office responded to 277 calls for service. Two assaults were reported. Six calls for burglaries, one suspicious circumstance and one vandalism occurred during the month of August.

B. Conferences, Meetings and General Communications. Nothing to Report.

5. CONSENT ITEMS

Legal Counsel Seitz commented that since Director Helenius was not present at the July meeting she should not participate in the vote to approve the July meeting minutes. Director Najarian made a motion to approve the Consent Items except Item 5.A. July meeting minutes. The motion was seconded by Director Kennett and it passed with a roll call vote 4-0.

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

Director Najarian made a motion to approve Consent Items Item 5.A. July meeting minutes. The motion was seconded by Director Kennett and it passed with a roll call vote 3-0.

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

6. DISCUSSION OF PULLED CONSENT ITEMS: None

7. BUSINESS ITEMS:

A. Request for Will Serve, 236 First Street Residential Subdivision, Tentative Tract 3159 APN 076-221-006. GM Hagemann introduced the item and summarized the Staff Report noting that the Garris Family Trust and other property owner partners are requesting approval to create 10 lots, build 10 SFR homes plus one studio unit. Staff recommended the Board approve the Preliminary Will Serve request. Director Helenius made a motion to approve the Preliminary Will Serve request. It was seconded by Director Kennett and it passed with a roll call vote 4-0.

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

B. Recommendation to fill two positions on the Board of Directors. GM Hagemann summarized the Staff Report, highlighting the August 25, 2020 letter from the County Clerk’s office. Director Berry & Director Kennett have indicated they are willing to continue serving on the Board. President Kelley made the motion to recommend to the Board of Supervisors to appoint Director Kennett and Director Berry to the Avila Beach Community Services Board of Directors. The motion was seconded by Director Najarian and it passed with a roll call vote 4-0.

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

C. Process for Retaining New Legal Counsel. GM Hagemann summarized the Staff Report. The Board discussed and directed staff to prepare and circulate a Request for Qualifications for District Legal Counsel including posting the RFQ on the CSDA website. Staff will provide a status report on the process at the October Board meeting.

D. Retain DPSI for On-Call Engineering Services Contract. GM Hagemann summarized the Staff Report. Director Helenius requested verification that the contract with DPSI will be reviewed by legal counsel prior to execution. Legal counsel Seitz and GM Hagemann confirmed that the contract would be reviewed by counsel. After Board discussion regarding the scope and funding source for the contract, Director Najarian made a motion to retain DPSI. The motion was seconded by President Kelley and passed with a roll call vote 4-0.

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


COMMUNICATIONS/CORRESPONDENCE.
None.

ADJOURNMENT: The meeting was adjourned at 2:10 p.m.

The next regular meeting of the Avila Beach Community Services District is scheduled for Tuesday, October 13th, 2020 at 1:00 PM 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