

**AVILA BEACH COMMUNITY SERVICES DISTRICT
MINUTES OF REGULAR MEETING
February 13th, 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
 Eric DeWeese

Board Members Absent: Kristin Berry
 Ara Najarian

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

3. PUBLIC COMMENTS

4. INFORMATION AND DISCUSSION ITEMS

A. County Reports

1. SLO Sheriff:

Sheriff Bodine reported 40 calls for service during the month of January, including six suspicious persons calls, 2 petty thefts, 1 burglary, and a 1 cruelty to animal. Port San Luis reported people sitting in their car on the Pier at Port San Luis. The car was detained until local authorities arrived on the scene. A cell phone was reported stolen from Blue Moon restaurant. A local resident of Avila, James Calder was found dead in the ocean. The cause of death is unknown at this time. One woman was reported to be cliff jumping at Cave Landing. The Sheriff's Department transported her to a mental health facility. The Department responded to a man who was reported as suicidal in his San Luis Bay Estates home. Unfortunately, after a stand-off with the local authorities, he shot himself. A Town Hall meeting will be held at the Civic Association in Avila Beach on February 22nd at 5:30p.m.. District Attorney Dan Dow will be present with the sheriff to answer questions.

2. Cal Fire Report:

Cal Fire Battalion Chief Paul Lee reported 41 calls for service, 19 were medical related. Cal Fire assisted the sheriff with recovering a male body from the ocean after an apparent drowning. Cal Fire responded to the incident in the Avila Bay Estates where a man took his life. Cal Fire is practicing fire evacuation drills, as well as, water rescues this month.

B. Reports on Conferences, Meetings and General Communications.

General Manager Hagemann reminded the Board that the CSDA Local Chapter Annual Meeting, Election and Dinner would be held in Avila on Friday, February 23, 2018 at the Civic Association. Please let Kristi know by the 15th if you plan on attending. The cost is \$30 per person and \$40 at the door.

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 January 9th, 2018 Regular Meeting
- B. Monthly Financial Review for January
- C. General Manager and District Engineer Report
- D. Water and Wastewater Superintendent Report for January
- E. Capital Improvements Update

Director Helenius questioned the funding and effectiveness of the “cloud seeding” discussed in the General Manger’s report. Hagemann reported that funds were included in the Zone 3 budget for initial study of a cloud seeding program. Hagemann commented that cloud seeding produces 10% - 15% more rain to active storm. Director Kelley commented that Lopez is lower than it was at this time last year. Hagemann stated the Low Level Response Plan would remain in effect until the SLO County Board of Supervisors decides otherwise. Director Kelley made a motion to adopt the consent items. Director DeWeese seconded the motion and it passed with a roll call vote 3-0.

AYES: Lynn Helenius
Pete Kelley
Eric DeWeese

NOES: None

ABSENT: Kristin Berry
Ara Najarian

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 each year. In addition, the Board typically appoints, by consensus, directors to standing committees for the following year. **Director DeWeese moved to appoint Director Kelley, President and Director Helenius, Vice President. The motion passed with a roll call vote 3-0.**

AYES: Lynn Helenius
Pete Kelley
Eric DeWeese

NOES: None

ABSENT: Kristin Berry
Ara Najarian

The Board discussed Committee appointments and recommended the following:

Finance Committee: Director Helenius and Director DeWeese

Personnel Committee: Director Kelley and Director Helenius

Facilities Committee: Director Najarian and Director Berry

Drought Committee: Director Najarian and Director DeWeese

Director Kelley made the motion to elect Directors to the Committees listed above. Director DeWeese seconded the motion. The motion passed with a roll call vote 3-0.

AYES: Lynn Helenius
Pete Kelley
Eric DeWeese

NOES: None

ABSENT: Kristin Berry
Ara Najarian

B. Avila Valley Advisory Committee Request for Garbage Container Storage Ordinance
(Action Required: Receive Report and Provide Direction to Staff)

General Manager Hagemann summarized the Staff Report and stated that the existing County Ordinance appears to address concerns, but we need to ensure it is implemented and enforced.

The Board directed staff to write a letter to the property management agencies in the District that requests their assistance ensuring trash containers are stored properly after the trash is picked up.

C. Mid-Year Budget Review

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

GM Hagemann reported that overall income is at 53% of benchmark and Expenses are at 44% of benchmark. Connection Fees are at approximately \$175,000 and are anticipated to end the FY at approximately \$225,000. Hagemann also noted that budget income and expenses by fund class are also within the 50% benchmark. Hagemann stated the District remains in a secure financial position with tax revenue anticipated to come in at 5% above budget; Expenses are within budget and staff anticipates the District will be able to direct \$150k to \$175k District's Reserve Fund accounts.

D. Review of District By-Laws

(Action Required: Receive Report; Review By-Laws; Direct Staff to Return With Any Proposed Changes for Approval at a Later Meeting) GM Hagemann introduced the item and noted the Board typically reviews the By-Laws annually. Legal Counsel, Seitz recommended the words "an abstention" be deleted from Section 5.5 (c). In addition, Section 2.1 "Regular Meetings" should be revised to include the new meeting location is now 100 San Luis Street. Finally, Section 12 should be revised to include the Drought Committee as a standing committee. Seitz recommended the Board consider adopting the revised By-Laws at the next regular meeting, The Board directed staff to make the above changes and bring the By-Laws back for consideration at the next Board meeting.

E. Designate a voting Director and Nomination of Alternate Special District LAFCO Representative. (Action Required: Designate a Board Director to act as the Avila Beach CSD voting delegate at the SLO Chapter CSDA Annual Meeting and if a Director would like to run, nominate for the Alternate Special District LAFCO Representative)

The Board appointed Director DeWeese to be the voting delegate for Avila Beach CSD at the upcoming Annual meeting.


8. COMMUNICATIONS:

ADJOURNMENT: The meeting was adjourned at 8:20 p.m.

The next regular meeting of the Avila Beach Community Services District is scheduled for Tuesday, March 13th, 2018 at 7:00 pm at the new location 100 San Luis Street.

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