

MINUTES OF REGULAR BOARD OF DIRECTORS MEETING
Avila Beach Community Services District
Tuesday, June 9th, 2026
1:00 P.M.

ITEM: 6.A.

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	Pete Kelley John Janowicz Howie Kennett
Board Members Absent:	Ara Najarian Kristin Berry
Board Members Present via Zoom:	None
Staff Present:	Brad Hagemann, General Manager Kristi Dibbern, Office Manager
Operations:	Shawn Powell, Chief Plant Operator Wes Kelly, Operator in Training
Legal Counsel via Zoom:	Craig Parton from Price, Postel, & Parma Shannon DeNatale Boyd, Price, Postel & Parma

3. PUBLIC COMMENTS

GM Hagemann reported that Dawn Ortiz-Legg will be joining the "Avila Business Group" meeting next Friday, June 19th in the District office at 9:30 AM.

4. INFORMATION AND DISCUSSION ITEMS

A. County Reports

Cal Fire: Chief Travis reported 51 calls for service this month, 28 were medically related.

Sheriff's Report: Brad Hagemann read the statistics report provided by the sheriff's office. Thirty calls for service were reported during the month of May. Seven disturbances, one theft, and five properties in Avila were vandalized with spray paint. There were 4 suspicious circumstances, 8 enforcement stops, and 28 preventative patrol stops. One person was reported missing in Cave Landing during May.

5. CONSENT ITEMS:

After Board discussion and no public comment, Director Janowicz made a motion to approve the Consent Items. Director Kennett seconded the motion, and it passed with a roll call vote 3-0.

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

6. PULLED CONSENT ITEMS. None.

7. PUBLIC COMMENT ON CLOSED SESSION ITEM

None.

8. CLOSED SESSION

The Board convened to closed session at 1:16 PM to discuss the following items:

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2). Number of cases: One.

REPORT ON CLOSED SESSION/ANNOUNCEMENT OF ACTION, IF ANY, TAKEN IN CLOSED SESSION

The Board returned to the regular session at 1:25 PM. No reportable action was taken by the Board of Directors during the closed session.

9. BUSINESS ITEMS:

9A. Consider Awarding a Contract to RGS (Regional Government Services) for Policy Manual update and on-call HR Services. GM Hagemann expressed the need for the District's Policy Manual to be updated and brought current. At staff's request, RGS provided a Scope of Services proposal to address District's policy manual update. RGS consulting services are provided on a time and materials basis. An update of the Policy Manual will take approximately 80 hours of consultant time at a cost of \$10,000 - \$12,000. For planning purposes, we estimate on-going HR support will be no more than 10 - 15 hours per month. The District will only be invoiced for actual hours worked.

Director Janowicz made a motion to approve the contract for RGS to update the District's Policy Manual and retain them for on-going HR support, as needed. Director Kennett seconded the motion, and it passed with a roll call vote 3-0.

AYES: John Janowicz
Howie Kennett
Pete Kelley

NOES: None

ABSENT: Ara Najarian
Kristin Berry

9B. Consider Awarding a Contract to ATS for Water Tank Maintenance Work.

Staff requested quotes from 2 qualified local contractors, Crosno Construction and Advanced Technical Services, to perform maintenance work. ATS was the most cost-effective proposal. Crosno's price proposal was \$57,900, ATS's proposed price was \$13,878. Since there was a significant difference in the proposals, staff double-checked with ATS to ensure that they were comfortable with their price. ATS confirmed that it was the correct price. Director Kennett made a motion to award the contract to ATS for water tank maintenance the Director Janowicz seconded the motion, and it passed with a roll call vote 3-0.

AYES: Howie Kennett
John Janowicz
Pete Kelley

NOES: None

ABSENT: Ara Najarian
Kristin Berry

9C. Discuss and Consider an Engineering Services Proposal for Wallace Group for Wastewater Collection System Programs. GM Hagemann explained that Wallace Group historically has done a great job for managing and implementing the District's FOG Program. Due to updated state regulations the District needs to update several other wastewater collection system programs. Staff recommended retaining Wallace Group for the contract not to exceed \$29,000.

Director Janowicz made a motion to approve the Director Kennett seconded the motion, and it passed with a roll call vote 3-0.

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

9D. Consider Updating General Manager's Contract.

Shannon DeNatale Boyd of Price, Postel & Parma LLP, our legal counsel team, presented and explained a red-lined contract with proposed changes to the existing General Manager Brad Hagemann's contract that expires in December of 2026. The updated contract is proposed to go into effect on July 1, 2026, and expire on August 31, 2027 with a review of the contract to occur by March 31, 2027, and includes an increase in the General Manager's hourly rate from \$170.00 per hour to \$180.00 per hour while maintaining the 960 hours per year limitation. Director Janowicz made a motion to approve the proposed changes to the General Manager's contract as presented. Director Kennett seconded the motion, and it passed with a roll call vote 3-0.

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

10. Communications and Correspondence.

Staff reminded the Board that **July 14th meeting has been canceled.** The NEXT MEETING will be held on Tuesday, August 11th, 2026, at 1:00PM.

ADJOURNMENT: The meeting was adjourned at approximately 2:40 PM.

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

Respectfully submitted,


Brad Hagemann

General Manager