

MINUTES OF REGULAR MEETING
Avila Beach Community Services District
Wednesday, August 14th, 2019
11:00 A.M.

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 11:00 A.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
 Lynn Helenius
 Kristin Berry

Absent: Ara Najarian

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

3. PUBLIC COMMENTS

GM Hagemann announced that the San Luis Obispo Chapter of the California Special Districts Association will meet on Thursday, September 5th at Café Romo in San Luis Obispo from 12:00 to 2:00pm. The guest speaker is Congressman Salud Carbajal. Anyone interested in attending, please let Kristi know. The District will cover the cost of lunch. (\$20 preregistered or \$30 at the door).

4. Sheriff's Report: No Report.

Cal Fire: Battalion Chief Lee from Cal Fire announced there has been relatively low fire activity in our area for this time of year. Staff changes include two people at Avila, now up to 4 fire fighters at the Shell Beach Station, and the Pismo Beach Station is fully staffed. The C-135 Tankers will remain in the area until the end of fire season. Brush clearing continues at the Bob Jones Trail and a second trail in the Diablo Canyon area. Crews will be working during the next couple of months in Pirates Cove and the Bay Estates to ensure trails for emergency exits are cleared. Chief Lee encouraged the Board and public to have “go bags” ready in the event of an emergency or fire, including one in the car and one at home. In order to be “Power Loss Ready” families are encouraged to have two (2) solid plans if you require medical assistance in case of power loss.

Chief Lee is attending the San Luis Obispo planning commission meeting to advocate widening the access road from Diablo Canyon out of Avila. Cal Fire believes this precautionary measure could save lives in the event of an emergency.

Legal Counsel, Mike Seitz mentioned that he attended a Sustainable Water Act workshop. He commented that the District is proactive and headed in the right direction regarding sustainable water.

5. Consent Items

Financial Report: Income and expenses for the month of June were typical. Expenses were very high in July but typical for the first month of the fiscal year. Expenses included \$136,000 in water contract expenses; \$216,000 for annual Cal Fire Contract. Vice President Helenius asked questions regarding the credit card fees. After some discussion, the Board directed staff to bring back an analysis of credit card fees at a future Board Meeting.

General Manager Report: GM Hagemann reported the Wednesday, July 17th Special Meeting for the District was cancelled. Mr. Howard Kennett is scheduled to be appointed by the San Luis Obispo Board of Supervisors to the ABCSD Board at the Aug 20, Board of Supervisors Meeting. Mr. Kennett will join our Board at the September Board meeting. President Kelley inquired about the use of the Senate Bill 1090, Diablo Settlement Money and if there were any restrictions on how the money can be used. GM Hagemann explained that there are no specific restrictions for the use of the funds and that they can be used in the same way the current tax revenues are used.

The motion was made by Director Helenius to accept the Consent Items and seconded by Director Berry. The motion passed with a roll call vote 3-0.

AYES: Lynn Helenius
Kristin Berry
Pete Kelley

NOES: None

ABSENT: Ara Najarian

5. DISCUSSION OF PULLED CONSENT ITEMS

None.

6. BUSINESS ITEMS:

A. Status Report for San Miguel Sewer Line Replacement Project – GM Hagemann summarized the staff report noting that Garing, Taylor and Associate’s Draft Report provides several options and associated cost estimates for this project. The most cost-effective alternative appears to be to install an Alternative Force main through the Port San Luis Parking lot at a cost of around \$150,000. Other alternatives to improve the Line in San Miguel Street are on the order of \$500,000. Staff has not had an opportunity to fully review the report and provide comments to GTA. GTA will final their report by the end of August and staff will bring this item back to the September meeting.

B. Garbage Rate Increase – GM Hagemann noted that this was an information item regarding the background and status of South County Sanitation Service’s (SCSS’s) request for a rate increase. SCSS initially issued a Hearing Notice for July 17, 2019 but they noticed that they had used the incorrect current monthly rates for residential customers in their Notice. Therefore, SCSS requested the District cancel the July 17, Hearing. They sent a corrected 45 day Hearing Notice for a Public Hearing on September 12, 2019.

- C. **WWTP Redundancy/Improvement Project** – GM Hagemann summarized the Staff Report and discussed several of the key milestones for the Project including:
- Preliminary Engineering Report. Geotechnical field work was completed July, 24th. The draft Geotech report is due August 22nd. The Preliminary Engineering report is due October 11th.
 - Project Funding Options. GM Hagemann attended the Project Funding Fair and consulted with the CSDA as well as the SESLOC Branch Manager in San Luis. The best option appears to be CSDA Finance Corporation. A new quote was just given for 3.75% for 20 years with early pay-off available after 10 years. Board directed Staff to run cost analysis for funding 50% of the total cost of the WWTP Redundancy Project and bring it back to the next Board Meeting in September for discussion.
 - Permitting and PG&E Coordination. GM Hagemann noted he is working with PG&E, as well as, County Planning staff to get the application process completed for the WWTP Project.
 - Contract Project Management Assistance. GM Hagemann reminded the Board that due to the size and complexity of this project, the District will need to retain project and construction management assistance. Legal Counsel Seitz noted that it is in the District's best interest to retain qualified professional assistance for a project of this nature. Hagemann noted that he had talked with Hollenbeck Consulting to assist with this project. The Board directed Staff to further discuss the Project with Hollenbeck Consulting and bring the item back to a future Board meeting.

Vice President Helenius inquired about the Port's timeline for construction of the Recreational Vehicle project. Hagemann stated the Port's RV project was moving forward slower than anticipated but all Agreements have been signed and preliminary earthwork is underway. Wastewater flows from the Port will increase as the RV Park is phased in and completed. The WWTP should be able to adequately handle the flows and additional organic loading. The Redundancy/Improvement project will provide needed improvements to the influent wet well and provide a highly quality effluent, ensuring consistent permit compliance.

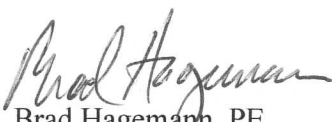
7. **Communications/Correspondence**

8. **ADJOURNMENT:** The meeting was adjourned at 12:30 p.m.

The next regular meeting of the Avila Beach Community Services District is scheduled for Thursday, September 12, 2019 at 12:30 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