MINUTES OF REGULAR MEETING
March 13th, 2019

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 AM 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 Clerk Krista Young, Operations FRM Mike Seitz, Legal Counsel

3. PUBLIC COMMENTS

Director Ara Najarian joined the meeting 11:10pm.

4. INFORMATION AND DISCUSSION ITEMS

A. County Reports

SLO Sheriff: Commander Michael Manuele reported 70 calls for service in the Avila area during the month of February. A drop of 18% compared to last year. Two deputies have completed the field training program and are now assigned to the Coast Station. A window of a vehicle was smashed at the Bob Jones Trail parking lot. A purse was left in view. Also, items were stolen from another locked vehicle with no indication of a break-in. Due to a power outage the cameras were not working at the time of the incidents. There were multiple complaints about homeless campers around the promenade area and a tent located at the end of San Rafael Street.

Cal Fire: Battalion Chief Lee reported 48 calls during the month of February. Twenty-three of those were for medical aid. One call was to rescue a climber at Cave Landing. A five car accident took place at the Diablo Canyon front gate. A speeding vehicle hit a parked car head on causing three other parked vehicles damage as well. As of April 15th 9 of 12 fire engines will come into active service. Chief Lee is pleased with the Cal Poly Project that identified several areas for clearing to prevent wildfires from spreading. GM Hagemann reported that the District conducted some "smoke testing" and did a video inspection of a portion the sewer system in the vicinity of First Street and San Miguel Street. The tests were performed by Mainline Utility

Company to support the design work for the San Miguel sewer line replacement project. Cal Fire Engine 63 responded to smoke at the Central Coast Aquarium coming into the building from the floor drains. The Aquarium floor drains apparently do not have traps to prevent this from happening. No damage was reported and Aquarium staff used the incident as a training exercise to become better acquainted with their fire alarm system.

B. Reports on Conferences, Meetings and General Communications. Avila Community groups at Civic Association.

Several Board members attended the Avila Spotlight event and they reported it was a success. The event was sponsored by the Avila Beach Foundation with grant support from Chevron.

5. CONSENT ITEMS

GM Hagemann summarized that winter rains have greatly improved the County water reservoir levels. Lake Lopez is currently at 28,000 AF and 57% capacity. The consultant working on the solid waste rate increase request will be finalizing his report and recommendations in early April. The District can use the analysis to support their deliberation on the proposed rate increase.

Vice President Helenius note that there appeared to be a duplicate check in the amount of $2,744.00. Staff agreed that this appeared to be a mistake and will bring the February 2019 Financials back to the Board at the April meeting.

Vice President Helenius requested that the February 2019 Financial Report be pulled from the consent items and brought back at the April meeting.

A motion was made by President Kelley to accept the Consent Items excluding the February Financial Reports. Vice President Helenius seconded the motion and it passed with a roll call vote 4-0.

AYES: Pete Kelley
Lynn Helenius
Ara Najarian
Kristin Berry

NOES: None
ABSENT: None

6. DISCUSSION OF PULLED CONSENT ITEMS.

None

7. BUSINESS ITEMS: Items where Board action is called for.

A. **Request from Avila Beach Farmers Market Association for electrical use by Farmers Market vendors for 2019.** The motion was made by President Kelley to

approve the request of Fish and Farmers Market for electrical use. The motion was seconded by Director Najarian passed with a roll call vote 4-0.

AYES: Ara Najarian
Pete Kelley
Lynn Helenius
Kristin Berry

NOES: None
ABSENT: None

B. Consider Awarding a Contract to Conduct Permit Required Monitoring of Receiving Water for Benthic Sediment, Benthic Biota and Ocean Outfall Inspection. GM Hagemann introduced the item and stated the District's 2017 WWTP Discharge permit requires the CSD to conduct benthic biota and benthic sediment sampling once during the life of the permit, specifically between July - Oct 2019. In addition, the District is required to visually inspect the structural integrity of outfall system. This is the second time the District has been required to do this type of monitoring. The previous time was in late 2012 and the District retained Aquatic Bioassay to do the work at a cost of approximately $40,000.

Staff requested quotes from Aquatic Bioassay and Tenara Environmental to complete the work. Both firms are well qualified and experienced to do this type of monitoring work. The quotes were within $200 of each other at, $47,600 and $47,800. The Tenera quote was a Time and Material quote with a not to exceed and they stated they would seek every opportunity to reduce costs.

Since this work will be completed next fiscal year, staff will include this project in FY 2019/20 budget. Staff recommended awarding the contract to Tenera Environmental. Director Berry made the motion to award the contract to Tenera Environmental. Director Helenius seconded the motion and it passed with a roll call vote 4-0.

AYES: Kristin Berry
Lynn Helenius
Pete Kelley
Ara Najarian

NOES: None

ABSENT: None

8. COMMUNICATIONS: None reported

9. **The meeting was adjourned to a Joint Informational Workshop with the Port San Luis Harbor District Commission Regarding the WWTP Upgrade Project.**

The next regular meeting of the Avila Beach Community Services District is scheduled for Wednesday, April 10th, 2019 at 11:00 AM 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