

**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424  
Meeting Room and Office – 191 San Miguel Street, Avila Beach  
Telephone (805) 595-2664 FAX (805) 595-7623  
E-Mail Avilacsd@AOL.com

**AGENDA**

**REGULAR BOARD MEETING  
7:00 pm Tuesday January 12, 2010**

**BOARD MEETING LOCATION  
Avila Beach Community Center  
191 SAN MIGUEL STREET, AVILA BEACH, CALIFORNIA**

**1. CALL TO ORDER: 7:00 P.M.**

**2. ROLL CALL: Board Members:**

Pete Kelley, President  
Terry Brown, Vice President  
John Janowicz, Director  
Rick Rowe, Director  
Jason Simas, Director

**3. PUBLIC COMMENT; 7:00 P.M.**

Members of the public wishing to comment or bring forward any items concerning District operations **which do not appear on tonight's agenda** may address the Board now. Please state name and address before addressing the Board and **limit presentations to 3 minutes**. State law does not allow Board action on items not appearing on the agenda

**4. INFORMATION AND DISCUSSION ITEMS**

Items of District interest which may be placed on later agendas, or where staff needs to inform Board

Board Communications

A. County Reports

1. SLO County Sheriff Department

2. CalFire/County Fire Department

B. Reports on Attended Conferences, Meetings, and General Communications of District Interest

**5. CONSENT ITEMS:**

**These items are approved with one motion.** Directors may briefly discuss any item, or may pull any item, which is then added to the business agenda.

A. Minutes of December 8, 2009 Regular Meeting

B. Monthly Payables

C. General Manager /District Engineer Report

D. Water and Wastewater Superintendent's Report

E. Subcommittee Reports

6. **BUSINESS ITEMS:** Items where Board action is called for.
- A. Election of Officers and Committee Appointments  
(Action Require: Proceed with Election and Appointments)
  - B. Consideration of Request from AB Civic Association to Explore Merger with ABCSD  
(Action Required: Direct Staff and a Committee of the Board to meet with Representatives of the ABCA and to report back to the Board at the February Meeting)
  - C. Replacement of Clarifier Arm; Update on Emergency Repairs  
(Action Required: Receive Report; Provide further Direction to Staff)
  - D. Adoption of Ordinance Authorizing Separate Landscape Meter Service Charges  
(Action Required: Receive Report, take public comment, Adopt Ordinance)

7. **INFORMATION AND DISCUSSION ITEMS**

- A. Items of District interest which may be placed on later agendas, or where staff needs to inform Board.  
Other Communication

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Consistent with the Americans with Disabilities Act and California Government Code Section 54954.2 requests for disability related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires the modification or accommodation in order to participate at the above referenced public meeting by contacting the District at 805-595-2664.

**AVILA BEACH COMMUNITY SERVICES DISTRICT  
MINUTES OF REGULAR MEETING  
January 12, 2010**

**1. CALL TO ORDER**

The Board of Directors of the Avila Beach Community Services District, meeting in Regular Session at 7:00 p.m. on the above date, in the Avila Community Building meeting room, was called to order by President Pete Kelley.

**2. ROLL CALL**

Board Members Present	Pete Kelley Terry Brown John Janowciz Rick Rowe Jason Simas
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Board Members Absent:	None
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Staff Present:	John Wallace, General Manager Tom Zehnder, Senior Engineer Jon Seitz, Legal Counsel Kathy Richardson, Office Manager
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**3. PUBLIC COMMENTS**

None

**4. INFORMATION AND DISCUSSION ITEMS**

**A. County Reports**

**1. SLO Sheriff:**

None

**2. CAL Fire Report-**

Captain Petrie of CAL Fire advised that there had been a total of 603 calls last year. During the month of December the Station 62 responded to 44 calls, including 1 surf rescue, 6 traffic collisions and 18 medical aids. Additionally, Station 62 held an "open house" at the station and had between 200-250 people in attendance.

**B. Board Communication-**

None

**5. CONSENT ITEMS**

President Kelley introduced the consent items and inquired if any member of the Board, or public wished to address any items. It was moved by Director Brown, seconded by Director

Rowe and passed unanimously, **to approve the consent items as submitted.**

- A. Approval of the December 8, 2009 Regular Meeting Minutes
- B. Approval of Monthly Payables
- C. General Manager / District Engineer Report
- D. Water & Wastewater Superintendent Report
- E. Subcommittee Report

## 6. **BUSINESS ITEMS**

### A. **Election of Officers and Committee Appointments**

Mr. Wallace advised the Board that generally, election of officers takes place at the first meeting of the year. It was noted that the position of "secretary" has been vacant and has minimal functions. It was moved by Director Kelley, seconded by Director Janowicz and approved unanimously **to delete the position of secretary from the elections.** Director Kelley was nominated to continue in the role of President. It was moved by Director Brown, seconded by Director Rowe and passed unanimously **to appoint Director Kelley as President.** Director Brown was nominated to continue in the role of Vice President. It was moved by Director Kelley seconded by Director Janowicz and passed unanimously **to appoint Director Brown to Vice President.**

General Manager Wallace reviewed the standing committees. It was moved by Director Kelley seconded by Director Brown and passed **unanimously to retain the standing committee appointments as currently set.**

<b>Finance Committee:</b>	<b>Directors Kelley, Brown</b>
<b>Personnel:</b>	<b>Directors Janowicz, Simas</b>
<b>Facilities:</b>	<b>Directors Janowicz, Rowe</b>

### B. **Consideration of Request from AB Civic Association to Explore "Merger" with ABCSD**

General Manager Wallace presented to the Board the request from the AB Civic Association for consideration of a "merger" of the entities. Director Simas inquired of Legal Counsel if the two entities could "merge". Mr. Seitz provided a legal review of the services the CSD can provide, and advised that taking on additional services may require LAFCo approval. President Kelley clarified that the request is to become the "landlord" of the building. Director Simas requested to be on record that this would not be a "merge" but an "assumption of duties" or an "acquisition of facilities". Boyd Horne, director on the Avila Beach Community Foundation, commented that the issue at hand may be should the CSD take on additional responsibilities within the community. **Following general discussion it was determined that Directors Kelley and Simas will meet on January 18th 2010 at 10:00 am with Mr. Eberhardt and Mr. Horne, to discuss what responsibilities the Civic Association may be interested in transferring to the CSD. Further information will be brought before the Board at the February meeting.**

**C. Replacement of Clarifier Arm; Update on Emergency Repairs**

Mr. Wallace provided an update on the emergency repairs to the clarifier. Discussion on methods of removing the “arm and bridge” inside the clarifier took place with Mr. Wallace advising the Board of several options available to the District and the costs associated with these options. Following discussion, it was moved by Director Simas and seconded by Director Janowicz and passed unanimously **to find that an emergency still exists with relationship to the repair of the clarifier arm as well as the related roof replacement and to direct staff to expedite the removal of the arm by removing the entire roof and then replacing it with a new structure and new lightweight tile through one mobilization.**

**D. Adoption of Ordinance Authorizing Separate Landscape Meter Service Charges**

General Manager Wallace provided a review of the Ordinance Authorizing Separate Landscape Meter Service Charges. President Kelley opened the meeting to public comment, and receiving none brought the discussion back to the Board. It was moved by Director Brown, seconded by Director Janowicz and passed on the following roll call vote **to adopt Ordinance 2010-01 Authorizing Separate Landscape Meter Service Charges**

**AYES :** Brown, Janowicz, Kelley, Rowe, Simas  
**NOES:** None  
**ABSTAIN:** None

**7. INFORMATION AND DISCUSSION ITEMS**

Board Communications –

Mr. Wallace pointed out the “street sweeping” schedule for Avila.

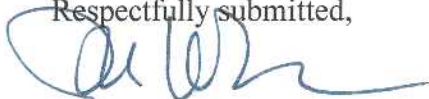
**8. ADJOURNMENT**

**By motion of Director Brown and second by Director Kelley, the meeting was adjourned at 8:47 pm**

**The next regular meeting of the Avila Beach Community Services District is scheduled for February 9, 2010 at 7:00 pm. This meeting will be held at the Civic Association Building located at 191 San Miguel 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,



John Wallace,  
General Manager



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## AGENDA

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7:00 pm Tuesday February 9, 2010

BOARD MEETING LOCATION  
Avila Beach Community Center  
191 SAN MIGUEL STREET, AVILA BEACH, CALIFORNIA

1. **CALL TO ORDER: 7:00 P.M.**

2. **ROLL CALL: Board Members:**

Pete Kelley, President  
Terry Brown, Vice President  
John Janowicz, Director  
Rick Rowe, Director  
Jason Simas, Director

3. **PUBLIC COMMENT; 7:00 P.M.**

Members of the public wishing to comment or bring forward any items concerning District operations **which do not appear on tonight's agenda** may address the Board now. Please state name and address before addressing the Board and **limit presentations to 3 minutes**. State law does not allow Board action on items not appearing on the agenda

4. **INFORMATION AND DISCUSSION ITEMS**

Items of District interest which may be placed on later agendas, or where staff needs to inform Board

Board Communications

A. County Reports

1. SLO County Sheriff Department
2. CalFire/County Fire Department

B. Reports on Attended Conferences, Meetings, and General Communications of District Interest

5. **CONSENT ITEMS:**

**These items are approved with one motion.** Directors may briefly discuss any item, or may pull any item, which is then added to the business agenda.

- A. Minutes of January 12, 2010 Regular Meeting
- B. Monthly Payables
- C. General Manager /District Engineer Report
- D. Water and Wastewater Superintendent's Report
- E. Subcommittee Reports

6. **BUSINESS ITEMS:** Items where Board action is called for.
  - A. Replacement of Clarifier Arm; Update on Emergency Repairs; Continue Declaration of Emergency Situation  
(Action Required: Receive Report; Take Action to Continue Declaration of Emergency Situation)
  - B. Consideration of the Formation of an Ad-Hoc Committee to Explore AB Civic Association and ABCSD Community Collaboration Opportunities  
(Action Required: Receive Report from Directors Kelley & Simas; Provide Direction to Staff)
  - C. Mid Year Budget Review  
(Action Required: Receive Presentation and File Report)
  - D. LAFCo Special District Representative Nominations  
(Action Required: Nominate Candidate for LAFCo pending indication of interest)

ANNOUNCEMENT OF CLOSED SESSION ITEMS, PUBLIC COMMENT ON  
CLOSED SESSION ITEMS, AND CONVENING OF CLOSED SESSION

7. **Closed Session—**  
Conference with Legal Counsel- Anticipated Litigation; Liability Claims  
(Government Code Section 54956.9)  
Claimant: Carter Uppena, Thomas Uppena, & Amy Uppena  
  
Agency Claimed Against: Avila Beach Community Services District

8. **Report on Closed Session**

9. **INFORMATION AND DISCUSSION ITEMS**

- A. Items of District interest which may be placed on later agendas, or where staff needs to inform Board.  
Other Communication

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**AVILA BEACH COMMUNITY SERVICES DISTRICT  
MINUTES OF REGULAR MEETING  
February 9, 2010**

**1. CALL TO ORDER**

The Board of Directors of the Avila Beach Community Services District, meeting in Regular Session at 7:00 p.m. on the above date, in the Avila Community Building meeting room, was called to order by President Pete Kelley.

**2. ROLL CALL**

Board Members Present                      Pete Kelley  
   Terry Brown  
   Rick Rowe  
   Jason Simas

Board Members Absent:                      John Janowicz

Staff Present:                                      John Wallace, General Manager  
   Jon Seitz, Legal Counsel  
   Kathy Richardson, Office Manager

**3. PUBLIC COMMENTS**

Rich Cohn, Executive Director of the Avila Beach Community Foundation commented that the Foundation has completed a community survey that can be reviewed on their web site. Further, Mr. Cohn commented that the Foundation has scheduled a town hall type meeting for May 6th to discuss the roll of the various organizations in the community.

**Director Janowicz arrived at 7:02**

**4. INFORMATION AND DISCUSSION ITEMS**

**A. County Reports**

**1. SLO Sheriff:**

Commander Ben Hall advised the Board that there had been 76 calls for service with 15 reports being written.

**2. CAL Fire Report-**

None

**B. Board Communication-**

None

**5. CONSENT ITEMS**

President Kelley introduced the consent items and inquired if any member of the Board, or public wished to address any items. Director Brown commented on the elevated BOD level reported for the Wastewater Treatment Plant. Mr. Wallace advised that this is over our allowable

average for the month and is a result of the alternate operations at the plant due to the emergency repair of the clarifier arm. Director Kelley commented that the District had received connection fees and outstanding utility payments for the Fetyko project. It was moved by Director Brown, seconded by Director Rowe and passed unanimously, **to approve the consent items as submitted.**

- A. Approval of the January 12, 2010 Regular Meeting Minutes
- B. Approval of Monthly Payables
- C. General Manager / District Engineer Report
- D. Water & Wastewater Superintendent Report
- E. Subcommittee Report

## 6. **BUSINESS ITEMS**

### A. **Replacement of Clarifier Arm; Update on Emergency Repairs; Continue Declaration of Emergency Situation**

Mr. Wallace advised the Board that work on the clarifier is continuing with coating of the tank which is anticipated to be completed next week. It was moved by Director Kelley, seconded by Director Brown and passed unanimously **to declare a continuing emergency situation and to direct staff to continue with the repairs to the clarifier.**

### B. **Consideration of the Formation of an Ad-Hoc Committee to Explore AB Civic Association and ABCSD Collaboration Opportunities**

Director Simas advised that he and Director Kelley along with General Manger Wallace met with representatives from the Civic Association (Mr. Eberhardt and Mr Horne) on January 18, 2010. It was moved by Director Brown seconded by Director Janowicz and passed unanimously **to form an Ad-Hoc committee consisting of Directors Kelley and Simas to meet with representatives from the Civic Association and to bring recommendations back to the Board within the next six months.**

### C. **Mid Year Budget Review**

Mr. Wallace provided an update on the Fiscal Year 2009/10 budget. At med year the District had expended approximately 50% of the anticipated budget and has received approximately 50% of the anticipated revenues. Staff was directed to file this report. **No formal actions were taken.**

### D. **LAFCo Special District Representative Nominations**

General Manager Wallace advised that as of this time no directors have requested to serve on the LAFCo Board. If any Director wishes to serve in this capacity, staff will submit their name to LAFCo. No Director expressed interest at this time. **No formal actions were taken.**

**7 Closed Session**

**Conference with Legal Counsel-Anticipated Litigation; Liability Claims  
(Government Code Section 54956.9)**

**Claimant:** Carter Uppena, Thomas Uppena, & Amy Uppena

**Agency Claimed Against:** Avila Beach Community Services District

**8. Report on Closed Session**

The Board took action on a 4 -0 vote with Director Janowicz declaring a possible conflict of interest because of his employment by the San Luis Obispo County Parks Department and not participating in the discussion, to reject this claim and to submit information to SDRMA for their action.

**9. INFORMATION AND DISCUSSION ITEMS**

Board Communications –

Director Simas requested that the Board develop a list of items to be submitted to the County for Public Works projects that need to be completed in Avila Beach. Staff will place this on a future agenda.

**8. ADJOURNMENT**

**By motion of Director Brown and second by Director Janowicz, the meeting was adjourned at 8:27 pm**

**The next regular meeting of the Avila Beach Community Services District is scheduled for March 9, 2010 at 7:00 pm. This meeting will be held at the Civic Association Building located at 191 San Miguel 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,

  
John Wallace,  
General Manager



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## AGENDA

**REGULAR BOARD MEETING**  
**7:00 pm Tuesday March 9, 2010**

**BOARD MEETING LOCATION**  
**Avila Beach Community Center**  
**191 SAN MIGUEL STREET, AVILA BEACH, CALIFORNIA**

1. **CALL TO ORDER: 7:00 P.M.**
2. **ROLL CALL: Board Members:**

Pete Kelley, President  
Terry Brown, Vice President  
John Janowicz, Director  
Rick Rowe, Director  
Jason Simas, Director

3. **PUBLIC COMMENT; 7:00 P.M.**

Members of the public wishing to comment or bring forward any items concerning District operations **which do not appear on tonight's agenda** may address the Board now. Please state name and address before addressing the Board and **limit presentations to 3 minutes**. State law does not allow Board action on items not appearing on the agenda

4. **INFORMATION AND DISCUSSION ITEMS**

Items of District interest which may be placed on later agendas, or where staff needs to inform Board  
Board Communications

- A. County Reports
  1. SLO County Sheriff Department
  2. CalFire/County Fire Department
- B. Reports on Attended Conferences, Meetings, and General Communications of District Interest

5. **CONSENT ITEMS:**

**These items are approved with one motion.** Directors may briefly discuss any item, or may pull any item, which is then added to the business agenda.

- A. Minutes of February 9, 2010 Regular Meeting
- B. Monthly Payables
- C. General Manager /District Engineer Report
- D. Water and Wastewater Superintendent's Report
- E. Subcommittee Reports

- 6. **BUSINESS ITEMS:** Items where Board action is called for.
  - A. Consideration of Request from Fish and Farmers Market Support  
(Action Required: Receive Request; Provide Direction to Staff)
  - B. Replacement of Clarifier Arm; Update on Emergency Repairs; Continue Declaration of Emergency Situation  
(Action Required: Receive Report; Take Action to Continue Declaration of Emergency Situation)
  - C. Street Light Maintenance  
(Action Required: Receive Report, Provide Direction to Staff)
  - D. LAFCo Special District Representative Election  
(Action Required: Review Candidates, Cast District Vote)
  - E. Annual Policy Manual Review  
(Action Required: Receive and File Report)
  - F. County Public Works Project Requests  
(Action Required: Receive Report, Provide Direction to Staff)

ANNOUNCEMENT OF CLOSED SESSION ITEMS, PUBLIC COMMENT ON CLOSED SESSION ITEMS, AND CONVENING OF CLOSED SESSION

- 7. **Closed Session—**  
Conference with Legal Counsel- Anticipated Litigation; Liability Claims  
(Government Code Section 54956.9)  
Claimant: Doris Jones  
  
Agency Claimed Against: Avila Beach Community Services District

8. **Report on Closed Session**

9. **INFORMATION AND DISCUSSION ITEMS**

- A. Items of District interest which may be placed on later agendas, or where staff needs to inform Board.  
Other Communication

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**AVILA BEACH COMMUNITY SERVICES DISTRICT  
MINUTES OF REGULAR MEETING  
March 9, 2010**

**1. CALL TO ORDER**

The Board of Directors of the Avila Beach Community Services District, meeting in Regular Session at 7:03 p.m. on the above date, in the Avila Community Building meeting room, was called to order by President Pete Kelley.

**2. ROLL CALL**

Board Members Present	Pete Kelley Terry Brown John Janowciz Rick Rowe Jason Simas
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Board Members Absent:	None
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Staff Present:	John Wallace, General Manager Jon Seitz, Legal Counsel Kathy Richardson, Office Manager
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**3. PUBLIC COMMENTS**

Rick Cohn, Executive Director of the Avila Beach Community Foundation commented that a "Town Hall Meeting" will be sponsored by the Foundation on May 6th, 2010. Supervisor Adam Hill will be the facilitator. The District is invited to participate in the event.

**4. INFORMATION AND DISCUSSION ITEMS**

**A. County Reports**

**1. SLO Sheriff:**

Commander Ben Hall advised the Board that there had been 6 "petty theft" type incidents over the last month.

**2. CAL Fire Report-**

Representatives from CALFire advised that they had responded to 30 calls over the last month. Additionally, they assisted Port San Luis Harbor District in closing the beach during the recent tsunami warning. Director Kelley commented that a "tsunami planning session" might be beneficial to the community. Director Simas suggested that this be placed on a future agenda.

**B. Board Communication-**

None

**5. CONSENT ITEMS**

President Kelley introduced the consent items and inquired if any member of the Board, or public wished to address any items. General Manager Wallace provided a review of the Hydrogen Sulfide (H<sub>2</sub>S) testing results that are included in the Manager Report. These results indicate a high level of H<sub>2</sub>S in flow from the Port and this information will be utilized in sizing the air scrubber for the WW Treatment plant. Further Mr. Wallace advised the Board that Admin Staff is scheduled to be on vacation and provided the members of the Board with a staffing schedule for this time period. It was moved by Director Brown, seconded by Director Janowicz and passed unanimously, **to approve the consent items as submitted.**

- A. Approval of the February 9, 2010 Regular Meeting Minutes
- B. Approval of Monthly Payables
- C. General Manager / District Engineer Report
- D. Water & Wastewater Superintendent Report
- E. Subcommittee Report

**6. BUSINESS ITEMS**

**A. Consideration of Request from Fish and Farmers Market for Support**

President Kelley introduced Julie Andrews-Scott, Farmers Market Manager, who requested consideration of support to the Market. Ms. Andrews-Scott advised that South County Sanitary Service has agreed to pick up trash following the Farmers Market at a reduced cost if the CSD, the franchisee, would be willing to accept a reduction in the franchise fees. This reduction is in the approximate amount of \$200. It was also discussed that the Farmers Market vendors have been advised that electrical connections to the District's street light outlets may not be available. General Manager Wallace will work with Ms. Andrews-Scott to see what arrangements are appropriate. Additionally, Julie indicated that the Farmer's Market will repair the existing outlets. It was moved by Director Brown, seconded by Director Janowicz and passed unanimously **to approve the request by the Fish and Farmers Market to accept a reduction of franchise fees to allow for the extra trash pickup following Farmers Market.**

**B. Replacement of Clarifier Arm; Update on Emergency Repairs; Continue Declaration of Emergency Situation**

Mr. Wallace advised the Board that work on the clarifier is continuing and anticipated to be completed around the end of April if the new arm is delivered in early April, but most likely will be completed in May. It was moved by Director Kelley, seconded by Director Brown and passed unanimously **to declare a continuing emergency situation and to direct staff to continue with the repairs to the clarifier.**

**C. Street Light Maintenance**

General Manager Wallace advised the Board that it has been noted that some of the lights along the seawall are not functioning. Staff has contacted three electrical firms to obtain estimates for repair of the lights. Director Simas requested that staff research solar lighting for this area as a



future improvement. It was moved by Director Simas seconded by Director Rowe and passed unanimously **to direct staff to contract with Thoma Electric to have the lights repaired as necessary.**

**D. LAFCo Special District Representative Elections**

Mr. Wallace advised that four candidates have expressed interest in serving as the LAFCo Special District Representative. President Kelley expressed his support for candidate Kreowski. It was moved by Director Kelley, seconded by Director Brown and passed unanimously **to cast the District vote for Brian Kreowski.**

**E. Annual Policy Manual Review**

General Manager Wallace advised the Board that each year the District reviews the Policy Manual. Staff previously provided the Board members with a copy of the Policy Manual for review. No changes are recommended at this time. It was moved by Director Kelley seconded by Director Simas and passed unanimously **to acknowledge that the Policy Manual had been received and reviewed by the Directors and staff.**

**F. County Public Works Project Requests**

Mr. Wallace presented the staff report regarding the Board's request for County Public Works to consider projects that may benefit the residents of Avila. Following discussion the Board **directed staff to send correspondence to County Public Works detailing several possible projects for Avila Beach.**

**7 Closed Session**

**Conference with Legal Counsel-Anticipated Litigation; Liability Claims  
(Government Code Section 54956.9)**

**Claimant: Doris Johnson**

**Agency Claimed Against: Avila Beach Community Services District**

**8. Report on Closed Session**

The Board took action on a 5 -0 vote to reject this claim and to submit information to SDRMA for their action.

**9. INFORMATION AND DISCUSSION ITEMS**

Board Communications –

Mr. Wallace advised the Board that March 30th at 1:30 pm has been set for the Ad-Hoc committee related to consideration of collaborative opportunities with the Civic Association to meet.

Director Simas requested that Board compensation be brought before the Board for consideration at a future meeting.

Avila Beach CSD  
Board of Directors Meeting  
Minutes March 9, 2010 page 4

President Kelley requested that staff invite representatives of Regional Water Quality to attend a future meeting to provide an update on the "hydrocarbon plumes" that remain in the intertidal zones.

**8. ADJOURNMENT**

**By motion of Director Kelley and second by Director Brown, the meeting was adjourned at 8:50 pm.**

**The next regular meeting of the Avila Beach Community Services District is scheduled for April 13, 2010 at 7:00 pm. This meeting will be held at the Civic Association Building located at 191 San Miguel 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,



John Wallace,  
General Manager



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**AGENDA**

**REGULAR BOARD MEETING**

**7:00 pm Tuesday April 13, 2010**

**BOARD MEETING LOCATION**

**Avila Beach Community Center  
191 SAN MIGUEL STREET, AVILA BEACH, CALIFORNIA**

1. **CALL TO ORDER: 7:00 P.M.**

2. **ROLL CALL: Board Members:**

Pete Kelley, President  
Terry Brown, Vice President  
John Janowicz, Director  
Rick Rowe, Director  
Jason Simas, Director

3. **PUBLIC COMMENT; 7:00 P.M.**

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1. SLO County Sheriff Department

2. CalFire/County Fire Department

B. Reports on Attended Conferences, Meetings, and General Communications of District Interest

5. **CONSENT ITEMS:**

**These items are approved with one motion.** Directors may briefly discuss any item, or may pull any item, which is then added to the business agenda.

A. Minutes of March 9, 2010 Regular Meeting

B. Monthly Payables

C. General Manager /District Engineer Report

D. Water and Wastewater Superintendent's Report

E. Subcommittee Reports

6. **BUSINESS ITEMS:** Items where Board action is called for.
- A. Presentation from Regional Water Quality and Fish and Game Representatives Regarding "Outlier Plume"  
(Action Required: Receive Presentation)
  - B. Director Compensation  
(Action Required: Receive Report, Provide Direction to Staff)
  - C. Replacement of Clarifier Arm; Update on Emergency Repairs; Continue Declaration of Emergency Situation  
(Action Required: Receive Report; Take Action to Continue Declaration of Emergency Situation)
  - D. Water Tank #2 Inspection- Solicitation of Bids  
(Action Required: Receive Report, Direct Staff to Proceed with Bid Solicitation)
  - E. LAFCo Special District Alternate Representative Nominations  
(Action Required: Receive Report; Nominate Candidate if desired)
  - F. Fiscal Year 2010/11 Preliminary Budget Schedule Review  
(Action Required: Receive Report. Set Initial Budget Meeting)

7. **INFORMATION AND DISCUSSION ITEMS**

- A. Items of District interest which may be placed on later agendas, or where staff needs to inform Board.

Other Communication

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**AVILA BEACH COMMUNITY SERVICES DISTRICT  
MINUTES OF REGULAR MEETING  
April 13, 2010**

**1. CALL TO ORDER**

The Board of Directors of the Avila Beach Community Services District, meeting in Regular Session at 7:00 p.m. on the above date, in the Avila Community Building meeting room, was called to order by President Pete Kelley.

**2. ROLL CALL**

Board Members Present	Pete Kelley Terry Brown John Janowciz Rick Rowe Jason Simas
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Board Members Absent:                      None

Staff Present:                                      John Wallace, General Manager  
Jon Seitz, Legal Counsel  
Kathy Richardson, Office Manager

**3. PUBLIC COMMENTS**

Robert Martin commented that it appears that expanded uses of properties may be taking place. Specifically, Mr. Martin expressed concern that fees are not being captured by the CSD for modifications that result in additional seating for restaurants expanding into the Plaza area, and for residential units are being divided into additional living units. Mr. Wallace advised that SLO County notifies the District of any construction permits that are issued within the District. With information provided previously, staff has reviewed the "Craigs List" add for a "split studio" unit and based upon this review, it appears that no structural changes have taken place to modify the previously permitted residential unit. Staff will also review the seating in the Plaza for businesses and will provide information to the Board as appropriate.

**4. INFORMATION AND DISCUSSION ITEMS**

**A. County Reports**

**1. SLO Sheriff:**

Deputy Mase advised the Board that there had been 45 calls for service over the past month including 3 burglaries and 1 "petty theft" type incidents over the last month. Deputy Mase advised that this is the time of year when "crimes of opportunity" seem to increase with "smash and grabs" of exposed valuables.

**2. CAL Fire Report-**

Representatives from CALFire advised that they had responded to 53 calls over the last month. The Station has a new engine with the older Avila engine being placed into a "reserve" status.

**B. Board Communication-**

President Kelley advised that the ad-hoc committee to review collaboration with the Civic Association met and discussed the parameters of a "five year plan" with the possibility of the District taking on recreation services to operate facilities owned by the Civic Association. Boyd Horne, representing the Civic Association advised that a "strategic plan" for the CSD may show that it can be appropriate and feasible for the District to take on some additional services. Director Simas commented that our strategic plan will spell out specific goals for the for the District. General Manger Wallace and Director Simas will work together to bring specific information back to the Board on the process of preparing a strategic plan.

**5. CONSENT ITEMS**

President Kelley introduced the consent items and inquired if any member of the Board, or public wished to address any items. Director Brown commented on information on the APCD Notice of Violation that indicates that H2S levels may be attributed to Port operations. Mr. Wallace advised that staff is working with the Port to determine if chemical injection to their facilities may be the best alternative to meeting our APCD requirements. President Kelley inquired as to the number of "pump clogs" being experienced at the plant. Mr. Wallace advised that due to the alternate operations necessary due to the clarifier arm emergency, more "ragging" is being experienced and causing the pumps to clog, when the repairs to the clarifier are completed it is anticipated that this problem will occur less frequently. It was moved by Director Rowe, seconded by Director Brown and passed unanimously, **to approve the consent items as submitted.**

- A. Approval of the March 9, 2010 Regular Meeting Minutes
- B. Approval of Monthly Payables
- C. General Manager / District Engineer Report
- D. Water & Wastewater Superintendent Report
- E. Subcommittee Report

**6. BUSINESS ITEMS**

**A. Presentation from Regional Water Quality and Fish and Game Representatives regarding "Outlier Plume"**

Mellissa Boggs of the California Department of Fish and Game and Dan Niles of Regional Water Quality Control Board were introduced to the Board to provide an update on the "Outlier Plume" adjacent to the Avila Pier. Following their presentation, the Board and staff thanked them for their time and information . **No formal actions were taken.**

**B. Director Compensation**

General Manger Wallace introduced the staff report regarding the potential requirements for director compensation with a corporatism of other Districts. Following discussion it was moved by Director Kelley, seconded by Director Simas and passed unanimously **to bring back a resolution to amend the policy manual to provide for Director compensation and to direct staff to proceed with the steps necessary to initiate compensation for directors at the rate of \$100 per meeting attended, beginning with the 2010/11 fiscal year and to include this expense in the Fiscal Year 2010/11 budget.**

**C. Replacement of Clarifier Arm; Update on Emergency Repairs; Continue Declaration of Emergency Situation**

Mr. Wallace advised the Board that work on the clarifier is continuing and anticipated to be completed in June. The new arm is expected to be shipped mid April, then coating will take place before installation. It was moved by Director Rowe, seconded by Director Brown and passed unanimously **to declare a continuing emergency situation and to direct staff to award a contract for demolition of the roof to Vernon Edwards Inc in a not to exceed amount of \$10,700 and to continue with the repairs to the clarifier.**

**D. Water Tank #2 Inspection – Solicitation of Bids**

General Manager Wallace advised the Board that water tank #2 is in need of inspection to determine what maintenance may be necessary this is item #WC1 in the FY 2009/10 budget. It was moved by Director Kelley, seconded by Director Janowicz and passed unanimously **to direct staff to prepare contract documents and to solicit bids for the inspection of water tank #2 in a cost not to exceed \$5,000.**

**E. LAFCo Special District Alternate Representative Nominations**

Mr. Wallace advised that with the election of Ed Eby to serve on the LAFCo Commission, a vacancy now exists for the alternate commissioner and nominations are being accepted. President Kelley suggested that the Board nominate Brian Kreowski for the alternate commissioner vacancy. It was moved by Director Kelley, seconded by Director Simas and passed unanimously **to nominate Brian Kreowski for the alternate Special Districts LAFCo commissioner seat.**

**F. Fiscal Year 2010/11 Preliminary Budget Schedule Review**

General Manager Wallace advised the Board that it is time to commence the preparation of the Fiscal Year 2010/11 budget with a budget review with the Finance committee. Following general discussion, **the initial budget committee meeting was set for May 4th at 11:00 am with a second meeting being scheduled for May 25th at 11:00 am.**



**7. INFORMATION AND DISCUSSION ITEMS**

Board Communications –

General Manager Wallace advised that the June 8th meeting may require rescheduling due to elections taking place in the meeting room. Further information will be provided at the next meeting.

**8. ADJOURNMENT**

**By motion of Director Kelley and second by Director Brown, the meeting was adjourned at 9:03 pm.**

**The next regular meeting of the Avila Beach Community Services District is scheduled for May 11, 2010 at 7:00 pm. This meeting will be held at the Civic Association Building located at 191 San Miguel 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,



John Wallace,  
General Manager



# AVILA BEACH COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA. 93424  
Meeting Room and Office – 191 San Miguel Street, Avila Beach  
Telephone (805) 595-2664 FAX (805) 595-7623  
E-Mail Avilacsd@AOL.com

## AGENDA

### REGULAR BOARD MEETING 7:00 pm Tuesday May 11, 2010

BOARD MEETING LOCATION  
Avila Beach Community Center  
191 SAN MIGUEL STREET, AVILA BEACH, CALIFORNIA

1. CALL TO ORDER: 7:00 P.M.
2. ROLL CALL: Board Members:

Pete Kelley, President  
Terry Brown, Vice President  
John Janowicz, Director  
Rick Rowe, Director  
Jason Simas, Director

3. PUBLIC COMMENT; 7:00 P.M.

Members of the public wishing to comment or bring forward any items concerning District operations **which do not appear on tonight's agenda** may address the Board now. Please state name and address before addressing the Board and **limit presentations to 3 minutes**. State law does not allow Board action on items not appearing on the agenda

4. INFORMATION AND DISCUSSION ITEMS

Items of District interest which may be placed on later agendas, or where staff needs to inform Board

Board Communications

- A. County Reports
  1. SLO County Sheriff Department
  2. CalFire/County Fire Department
- B. Reports on Attended Conferences, Meetings, and General Communications of District Interest

5. CONSENT ITEMS:

**These items are approved with one motion.** Directors may briefly discuss any item, or may pull any item, which is then added to the business agenda.

- A. Minutes of April 13, 2010 Regular Meeting
- B. Monthly Payables
- C. General Manager /District Engineer Report
- D. Water and Wastewater Superintendent's Report
- E. Subcommittee Reports

6. **BUSINESS ITEMS:** Items where Board action is called for.
- A. 2010 Weed Abatement Program  
(Action Required: Receive Report; Adopt Resolution)
  - B. Final Will Serve Request 250 San Luis Street Multi-Family Residential Unit  
(Action Required: Receive Report; Approve Request)
  - C. Director Compensation  
(Action Required: Receive Report; Adopt Resolution)
  - D. Replacement of Clarifier Arm; Update on Emergency Repairs; Continue Declaration of Emergency Situation  
(Action Required: Receive Report; Take Action to Continue Declaration of Emergency Situation)
  - E. Water Tank #2 Inspection- Award of Contract  
(Action Required: Receive Report; Direct Staff to Proceed with Project)
  - F. San Rafael Street Sewerline Replacement  
(Action Required: Receive Report; Direct Staff to Proceed with Bid Process)

7. **INFORMATION AND DISCUSSION ITEMS**

- A. Items of District interest which may be placed on later agendas, or where staff needs to inform Board.
- Other Communication
    - 1. Strategic Planning Committee
    - 2. Civic Association Collaboration Committee

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**AVILA BEACH COMMUNITY SERVICES DISTRICT  
MINUTES OF REGULAR MEETING  
May 11, 2010**

**1. CALL TO ORDER**

The Board of Directors of the Avila Beach Community Services District, meeting in Regular Session at 7:00 p.m. on the above date, in the Avila Community Building meeting room, was called to order by President Pete Kelley.

**2. ROLL CALL**

Board Members Present	Pete Kelley Terry Brown John Janowciz Rick Rowe Jason Simas
-----------------------	---

Board Members Absent: None

Staff Present: John Wallace, General Manager  
Jon Seitz, Legal Counsel  
Kathy Richardson, Office Manager

**3. PUBLIC COMMENTS**

Robert Martin inquired as to District policy concerning expanded uses of properties bordering the Front Street Plaza area. Specifically, Mr. Martin requested that the District send a letter to the County to request notification of "Encroachment Permits" issued to businesses that create additional use on the plaza to allow the District to collect additional fees for this type of use. Mr. Wallace advised that SLO County notifies the District of any construction permits that are issued within the District, however, the use permits for the Plaza are temporary and the District is not notified of the issuance of this type of permit. Further, staff reviewed the expanded use of the Plaza are associated with the Customhouse, and based upon an informal "seat count" it was determined that due to the booth seating within the restaurant, the additional seating in the plaza is consistent with the original assessment schedule. President Kelley advised that the District receives additional revenue through utility sales, but could not collect assessment fees associated with the Plaza use.

**4. INFORMATION AND DISCUSSION ITEMS**

**A. County Reports**

**1. SLO Sheriff:**

Commander Hall advised the Board that there had been 70 calls for service over the past month resulting in 15 reports. Resident, Mike Sanchez, inquired if the Sheriff Department will increase patrols for special events, such as the "Beer Festival". Commander Hall commented that

the Department is working with the event coordinators to provide additional patrol units as may be appropriate.

**2. CAL Fire Report-**

CALFire Battalion Chief Steve Reeder advised that they had responded to 35 calls over the last month. The Station has a new engine with the older Avila engine being placed into a "reserve" status.

**B. Board Communication-**

President Kelley advised that he attended the "Town Hall" meeting sponsored by the Avila Beach Community Foundation as a representative of the District. Additionally he attended the Avila Valley Advisory Council Planning Review Committee meeting.

Director Simas advised that he had met with General Manager Wallace to discuss the process of forming a "strategic plan" for the District. Director Simas suggested that a standing committee be formed to meet regularly to gage the effectiveness of the plan once it is compiled. Further information will be brought back to the Board at a later time.

**5. CONSENT ITEMS**

President Kelley introduced the consent items and inquired if any member of the Board, or public wished to address any items. Following clarification on terms contained within various reports, It was moved by Director Brown, seconded by Director Janowicz and passed unanimously, **to approve the consent items as submitted.**

- A. Approval of the April 11, 2010 Regular Meeting Minutes
- B. Approval of Monthly Payables
- C. General Manager / District Engineer Report
- D. Water & Wastewater Superintendent Report
- E. Subcommittee Report

**6. BUSINESS ITEMS**

**A. 2010 Weed Abatement Program**

General Manager Wallace presented the procedures for the 2010 Weed Abatement Program. It was moved by Director Brown seconded by Director Rowe and passed on the following roll call vote **to adopt Resolution 2010-1 Declaring Weed, Dry Grass and Trash to be a Nuisance and provide for Abatement.**

**AYES: Brown, Rowe, Kelley, Janowicz, Simas**  
**NOES: None**  
**ABSENT: None**

**B. Final Will Serve Request 250 San Luis Street, Multi Family Residential Unit**

Mr. Wallace advised that a request for a final will serve letter has been received for a 4 unit multi residential unit to be located at 250 San Luis Street. It was moved by Director Brown, seconded by Director Rowe and passed unanimously to approve the request.

**C. Director Compensation**

General Manger Wallace introduced Resolution 2010-02 regarding director compensation. In public comments on the item, resident Betty Woody presented a petition circulated in the District indicating substantial opposition to Director Compensation. Following discussion it was moved by Director Simas, to adopt Resolution 2010-02 Ammending and Restating District Policy 4030.4 related to Director Compensation. This motion did not receive a second. Further discussion took place with Director Janowicz making a motion **to not adopt Resolution 2010-02, this motion was seconded by Director Kelley and passed on a four to one vote with Director Simas opposed.**

**D. Replacement of Clarifier Arm; Update on Emergency Repairs; Continue Declaration of Emergency Situation**

Mr. Wallace advised the Board that work on the clarifier is continuing and anticipated to be completed in June. The new arm has arrived and is being coated. It was moved by Director Rowe, seconded by Director Brown and passed unanimously **to declare a continuing emergency situation and to direct staff to continue with the repairs to the clarifier.**

**E. Water Tank #2 Inspection – Award of Bid**

General Manager Wallace advised that bids had been received to provide for an inspection of the interior of the water tank #2. It was moved by Director Simas, seconded by Director Brown and passed unanimously **to direct staff to retain Advanced Technical Services, Inc. to provide interior/exterior inspection services and minor sedimentation removal for District water tank #2 in a not to exceed amount of \$3,650.**

**F. San Rafael Street Sewerline Replacement**

Mr. Wallace provided an overview of the proposed sewer replacement project. It was moved by Director Brown, seconded by Director Janowicz and passed unanimously **to direct staff to complete the bid documents and advertise for bids for the construction of the San Rafael Street Sewer Replacement Project.**

**7. INFORMATION AND DISCUSSION ITEMS**

Board Communications –

General Manager Wallace advised that the Lopez Water Main will be flushed on June 12, this could result in “cloudy water” due to turbulence created by the flushing.

Mr. Wallace advised that the Governor has proclaimed May 16-22 "Public Works Week" in the State of California.

**8. ADJOURNMENT**

**By motion of Director Brown and second by Director Janowicz, the meeting was adjourned at 8:54 pm.**

**The next regular meeting of the Avila Beach Community Services District is scheduled for June 8, 2010 at 7:00 pm. This meeting will be held at the Civic Association Building located at 191 San Miguel 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,



John Wallace,  
General Manager





# AVILA BEACH COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA. 93424  
Meeting Room and Office – 191 San Miguel Street, Avila Beach  
Telephone (805) 595-2664 FAX (805) 595-7623  
E-Mail Avilacsd@AOL.com

## AGENDA

### REGULAR BOARD MEETING 7:00 pm Tuesday June 8, 2010

BOARD MEETING LOCATION  
Avila Beach Community Center  
191 SAN MIGUEL STREET, AVILA BEACH, CALIFORNIA

1. CALL TO ORDER: 7:00 P.M.

2. ROLL CALL: Board Members:

Pete Kelley, President  
Terry Brown, Vice President  
John Janowicz, Director  
Rick Rowe, Director  
Jason Simas, Director

3. PUBLIC COMMENT; 7:00 P.M.

Members of the public wishing to comment or bring forward any items concerning District operations **which do not appear on tonight's agenda** may address the Board now. Please state name and address before addressing the Board and **limit presentations to 3 minutes**. State law does not allow Board action on items not appearing on the agenda

4. INFORMATION AND DISCUSSION ITEMS

Items of District interest which may be placed on later agendas, or where staff needs to inform Board

Board Communications

A. County Reports

1. SLO County Sheriff Department
2. CalFire/County Fire Department

B. Reports on Attended Conferences, Meetings, and General Communications of District Interest

5. CONSENT ITEMS:

**These items are approved with one motion.** Directors may briefly discuss any item, or may pull any item, which is then added to the business agenda.

- A. Minutes of May 11, 2010 Regular Meeting
- B. Monthly Payables
- C. General Manager /District Engineer Report
- D. Water and Wastewater Superintendent's Report
- E. Subcommittee Reports

6. **BUSINESS ITEMS:** Items where Board action is called for.
- A. 2010 Weed Abatement Program  
(Action Required: Receive Report; Adopt Resolution 2010-2)
  - B. Replacement of Clarifier Arm; Update on Emergency Repairs; Continue Declaration of Emergency Situation  
(Action Required: Receive Report; Take Action to Continue Declaration of Emergency Situation)
  - C. Emergency Generator Battery Replacement  
(Action Required: Receive Report; Approve Battery Purchase)
  - D. LAFCo Alternate Special District Member Election  
(Action Required: Receive Report; Cast District Vote)
  - E. Consolidation of District Election with the General Election; Resolution 2010-3  
(Action Required: Receive Report Approve Resolution 2010-3)
  - F. Consideration of Insurance Renewal Package  
(Action Required: Receive Report; Provide Direction on Limits of Coverage)
  - G. Fiscal Year 2010/11 Budget Presentation  
(Action Required: Receive Report; Set July 13 as Public Hearing for Adoption)

7. **INFORMATION AND DISCUSSION ITEMS**

- A. Items of District interest which may be placed on later agendas, or where staff needs to inform Board.
  - Other Communication
  - 1. Strategic Planning Committee
  - 2. Civic Association Collaboration Committee

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**AVILA BEACH COMMUNITY SERVICES DISTRICT  
MINUTES OF REGULAR MEETING  
June 8, 2010**

**1. CALL TO ORDER**

The Board of Directors of the Avila Beach Community Services District, meeting in Regular Session at 7:00 p.m. on the above date, in the Avila Community Building meeting room, was called to order by President Pete Kelley.

**2. ROLL CALL**

Board Members Present	Pete Kelley Terry Brown John Janowciz Rick Rowe Jason Simas
-----------------------	---

Board Members Absent: None

Staff Present: Tom Zehnder, Acting General Manager  
Kathy Richardson, Office Manager

**3. PUBLIC COMMENTS**

President Kelley referenced a letter he had received from Robert Martin regarding District policy concerning expanded uses of properties bordering the Front Street Plaza area. President Kelley requested that a review of the District Ordinances regarding connection fees and assessments be brought before the Board for review at a future meeting. Additionally, Mr. Martin requested in his letter, that copies of the SCADA system be maintained in the District office to allow for the public to review.

Resident Mike Sanchez commented that he would like to see more of a presence from law enforcement in town during special events.

**4. INFORMATION AND DISCUSSION ITEMS**

**A. County Reports**

1. **SLO Sheriff:** None

2. **CAL Fire Report-**

CALFire Captain Jason Cohn advised that they had responded to 47 calls over the last month including 2 cliff rescues at Pirates Cove.

**B. Board Communication-** None

**5. CONSENT ITEMS**

President Kelley introduced the consent items and inquired if any member of the Board, or public wished to address any items. Following a brief discussion regarding the presentation of plant daily flows and the status of the San Rafael sewer project, it was moved by Director Brown, seconded by Director Janowicz and passed unanimously, **to approve the consent items as submitted.**

- A. Approval of the May 11, 2010 Regular Meeting Minutes
- B. Approval of Monthly Payables
- C. General Manager / District Engineer Report
- D. Water & Wastewater Superintendent Report
- E. Subcommittee Report

**6. BUSINESS ITEMS**

**A. 2010 Weed Abatement Program**

Mr. Zehnder presented the staff report for the 2010 Weed Abatement Program. President Kelley opened the hearing to receive any objections from the public for the proposed removal of weeds from the various parcels within the District. Resident Anne Brown inquired as to why a parcel on San Antonio Street had been posted. Captain Cohn advised that some weeds were present along the edge of the parcel. It was moved by Director Brown seconded by Director Janowicz and passed on the following roll call vote **to adopt Resolution 2010-2 Finding no Objections to Weed and Rubbish Abatement Proceedings and Ordering the Abatement of the Nuisances.**

**AYES: Brown, Janowicz, Kelley, Rowe, Simas**  
**NOES: None**  
**ABSENT: None**

**B. Replacement of Clarifier Arm; Update on Emergency Repairs; Continue Declaration of Emergency Situation**

Mr. Zehnder advised the Board that work on the clarifier is continuing with the installation of the arm to be commenced during this week, with anticipated completion by the end of June. Mr. Martin inquired if the swallows were nesting at the plant, and if bird netting should be installed to prevent the nesting. Staff commented that it did not appear that nesting was a problem at the plant. It was moved by Director Kelley, seconded by Director Janowicz and passed unanimously **to declare a continuing emergency situation and to direct staff to continue with the repairs to the clarifier.**

**C. Emergency Generator Battery Replacement**

Mr. Zehnder advised the Board that purchase of replacement batteries for the emergency generator at the Wastewater Treatment Plant was necessary at this time. Additionally, a Service Agreement for the Generator through San Luis Powerhouse was recommended for approval to

provide for regular servicing and maintenance in accordance with manufacturers recommendations. General discussion took place regarding in the type of batteries to utilize in this replacement. It was moved by Director Kelley, seconded by Director Rowe and passed on a four to one vote with Director Simas opposed **to direct staff to purchase replacement batteries in a not to exceed amount of \$1,300 and to enter into an Service Agreement with San Luis Powerhouse for annual service and maintenance of the emergency generator located at the Wastewater Treatment Plant.**

**D. LAFCo Alternate Special District Member Election**

President Kelley provided an overview of the LAFCo election for the Alternate Special District Member. It was moved by Director Kelley, seconded by Director Janowicz and passed unanimously **to direct casting the District vote for Brian Kreowski to serve as the LAFCo Alternate Special District Member.**

**E. Consolidation of District Election with the General Election; Resolution 2010-03**

Mr. Zehnder advised that the District has three Directors up for election in the November General Election, consolidation with the General Election will reduce costs to the District associated with these proceedings. It was moved by Director Brown, seconded by Director Simas and passed on the following roll call vote **to adopt Resolution 2010-3 Requesting Consolidation of the Biennial Election with the November 2, 2010 Consolidated General Election.**

**AYES: Brown, Simas, Kelley, Janowicz, Rowe,**  
**NOES: None**  
**ABSENT: None**

**F. Consideration of Insurance Renewal Package**

Mr. Zehnder presented to the Board the 2010/11 insurance renewal package and provided an overview of the insurance program from SDRMA as well as background on the different costs of the policies as well as the work that District staff performed in reducing the cost of the premium renewal. It was moved by Director Rowe seconded by Director Brown and passed unanimously **to renew the insurance coverage limits of 5.0 mil at a cost of \$11,461.10 for FY 2010/11.**

**G. Fiscal Year 2010/11 Budget Presentation**

Mr. Zehnder presented the Draft proposed budget to the Board. Finance Committee members Kelley and Brown had previously met to review this document. It was moved by Director Brown seconded by Director Rowe and passed unanimously **to accept the Preliminary budget as submitted by Staff. It was further moved by Director Brown and seconded by Director Kelley and passed unanimously to Direct staff to advertise July 13th 2010 as the date for a public hearing to adopt the Fiscal Year 2010/11 annual budget.**

**7. INFORMATION AND DISCUSSION ITEMS**

Board Communications – None

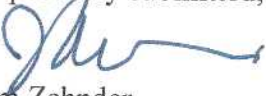
**8. ADJOURNMENT**

**By motion of Director Brown and second by Director Janowicz, the meeting was adjourned at 8:03 pm.**

**The next regular meeting of the Avila Beach Community Services District is scheduled for July 13, 2010 at 7:00 pm. This meeting will be held at the Civic Association Building located at 191 San Miguel 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,

  
Tom Zehnder,  
Acting General Manager





**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424  
Meeting Room and Office – 191 San Miguel Street, Avila Beach  
Telephone (805) 595-2664 FAX (805) 595-7623  
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**AGENDA  
REGULAR BOARD MEETING  
7:00 pm Tuesday July 13, 2010**

**BOARD MEETING LOCATION  
Avila Beach Community Center  
191 SAN MIGUEL STREET, AVILA BEACH, CALIFORNIA**

**1. CALL TO ORDER: 7:00 P.M.**

**2. ROLL CALL: Board Members:**

Pete Kelley, President  
Terry Brown, Vice President  
John Janowicz, Director  
Rick Rowe, Director  
Jason Simas, Director

**3. PUBLIC COMMENT; 7:00 P.M.**

Members of the public wishing to comment or bring forward any items concerning District operations **which do not appear on tonight's agenda** may address the Board now. Please state name and address before addressing the Board and **limit presentations to 3 minutes**. State law does not allow Board action on items not appearing on the agenda

**4. INFORMATION AND DISCUSSION ITEMS**

Items of District interest which may be placed on later agendas, or where staff needs to inform Board

Board Communications

A. County Reports

1. SLO County Sheriff Department

2. CalFire/County Fire Department

B. Reports on Attended Conferences, Meetings, and General Communications of District Interest

**5. CONSENT ITEMS:**

**These items are approved with one motion.** Directors may briefly discuss any item, or may pull any item, which is then added to the business agenda.

A. Minutes of June 8, 2010 Regular Meeting

B. Monthly Payables

C. General Manager /District Engineer Report

D. Water and Wastewater Superintendent's Report

E. Subcommittee Reports

6. **BUSINESS ITEMS:** Items where Board action is called for.
- A. 2010 Weed Abatement Program  
(Action Required: Receive Report)
  - B. Replacement of Clarifier Arm; Update on Emergency Repairs; Continue Declaration of Emergency Situation  
(Action Required: Receive Report; Take Action to Continue Declaration of Emergency Situation)
  - C. Clarifier Emergency Repairs-Progress Billing No. 1 to Spiess Construction Co. Inc.  
(Action Required: Approve Progress Payment No. 1 in the amount of \$50,389.51)
  - D. San Rafael Street Sewer Line Replacement  
(Action Required: Receive Report; Award Bid to R. Baker Company; Retain GSI for Soil Testing Services)
  - E. CSDA Board of Director Election Region 4  
(Action Required: Receive Candidate Information; Cast District Vote)
  - F. Fiscal Year 2010/11 Budget Adoption  
(Action Required: Receive Report; Conduct Public Hearing; Adopt Budget)

7. **INFORMATION AND DISCUSSION ITEMS**

- A. Items of District interest which may be placed on later agendas, or where staff needs to inform Board.
  - Other Communication
  - 1. Strategic Planning Committee
  - 2. Civic Association Collaboration Committee

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**AVILA BEACH COMMUNITY SERVICES DISTRICT  
MINUTES OF REGULAR MEETING  
July 13, 2010**

**1. CALL TO ORDER**

The Board of Directors of the Avila Beach Community Services District, meeting in Regular Session at 7:02 p.m. on the above date, in the Avila Community Building meeting room, was called to order by Vice President Terry Brown.

**2. ROLL CALL**

Board Members Present	Terry Brown John Janowciz Rick Rowe Jason Simas
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Board Members Absent:	Pete Kelley
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Staff Present:	John Wallace, General Manager Jon Seitz, Legal Counsel Kathy Richardson, Office Manager
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**3. PUBLIC COMMENTS**

None

**4. INFORMATION AND DISCUSSION ITEMS**

**A. County Reports**

**1. SLO Sheriff:** Commander Nefores introduced himself to the Board and advised that he or one of his Deputy's will be attending our meetings.

**2. CAL Fire Report:** Captain Cohn advised that Station 64 ran 82 calls for service over the month of June, with the 4th of July being slow with only 3 calls for service that day. Additionally, an "alert" condition was responded to at Diablo Canyon. The incident was minor in nature, but due to the protocols in place for a nuclear powerplant, the call received significant media exposure.

**B. Board Communication-** None

**5. CONSENT ITEMS**

Vice President Brown introduced the consent items and inquired if any member of the Board, or public wished to address any items. Following a brief discussion regarding the Bord na Mona Tertiary Wastewater Treatment, and the Operations Report, it was moved by Director Rowe, seconded by Director Brown and passed unanimously, **to approve the consent items as submitted.**

- A. Approval of the June 8, 2010 Regular Meeting Minutes
- B. Approval of Monthly Payables
- C. General Manager / District Engineer Report
- D. Water & Wastewater Superintendent Report
- E. Subcommittee Report

**6. BUSINESS ITEMS**

**Item F was taken as the next item**

**F. Fiscal Year 2010/2011 Budget Adoption**

Mr. Wallace presented the proposed budget to the Board. Vice President Brown opened the public hearing. Following discussion it was moved by Director Simas seconded by Director Janowicz and passed on the following roll call vote to adopt Resolution 2010-4 Determination of appropriation limitation for the 2010/2011 fiscal year.

Ayes: Simas, Janowicz, Brown, Rowe  
Noes: None  
Absent: Kelley  
Abstain: None

Further it was moved by Director Rowe, seconded by Director Janowicz and passed on the following roll call vote to adopt Resolution 2010-5 Adopting the 2010-2011 Fiscal Year Budget.

Ayes: Rowe, Janowicz, Brown, Simas  
Noes: None  
Absent: Kelley  
Abstain: None

**A. 2010 Weed Abatement Program**

General Manager Wallace presented the staff report for the 2010 Weed Abatement Program. Staff will continue to work with the properties that require minor weed removal. **No formal actions were taken.**

**B. Replacement of Clarifier Arm; Update on Emergency Repairs; Continue Declaration of Emergency Situation**

Mr. Wallace advised the Board that installation of the arm has been completed, with start-up of the arm being accomplished prior to the July 4th holiday. Staff will return the plant to normal operation status as quickly as possible. It was moved by Director Rowe, seconded by Director Janowicz and passed unanimously **to declare a continuing emergency situation and to direct staff to continue with the repairs to the clarifier.**

**C. Clarifier Emergency Repairs- Progress Billing No 1 to Spiess Construction Co. Inc**  
General Manager Wallace advised the Board that the request for progress payment #1 has been received from Spiess Construction for work done in June and includes the installation of the clarifier arm. It was moved by Director Simas, seconded by Director Brown and passed unanimously **to direct staff to process progress payment No 1 in the amount of \$50,389.51 to Spiess Construction Co.**

**D. San Rafael Street Sewer Line Replacement**

Mr. Wallace provided an overview of the sewer line replacement project and bid receipt. Bids ranged from \$104,300 up to \$185,700 for this project. Staff reviewed the bids submitted and determined that R. Baker Company was the lowest, responsive, responsible bidder. It was moved by Director Rowe, seconded by Director Janowicz and passed unanimously **to award the bid to R. Baker Company in the amount of \$104,300 to construct the sewer line and to retain GSI for Soil Testing. Further staff was directed to process the award and to administer the services for this project.**

**E. CSDA Board of Directors Election Region 4**

General Manager Wallace advised that CSDA has a vacancy on the Board and has provided background information on the candidates. Following discussion, Director Simas made a motion to cast the District vote for Byron Glennan, there was no second to this motion. Further discussion took place. It was moved by Director Janowicz, seconded by Director Brown and passed unanimously **to cast the District vote for Timothy Ruiz.**

**7. INFORMATION AND DISCUSSION ITEMS**

Board Communications – None

**8. ADJOURNMENT**

**By motion of Director Simas and second by Director Janowicz, the meeting was adjourned at 8:15 pm.**

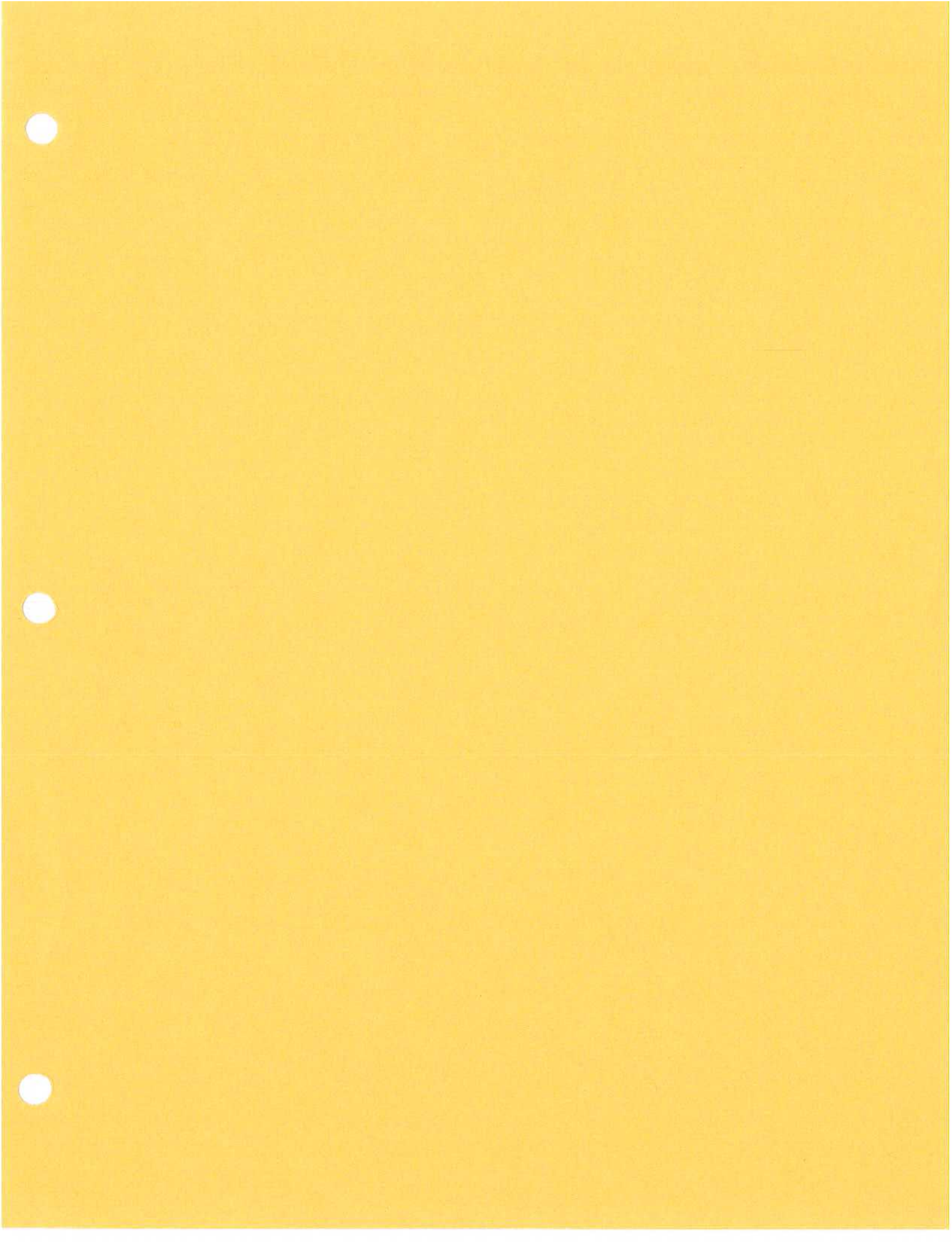
**The next regular meeting of the Avila Beach Community Services District is scheduled for August 10, 2010 at 7:00 pm. This meeting will be held at the Civic Association Building located at 191 San Miguel Street.**

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,



John Wallace,  
General Manager



# AVILA BEACH COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA. 93424  
Meeting Room and Office – 191 San Miguel Street, Avila Beach  
Telephone (805) 595-2664 FAX (805) 595-7623  
E-Mail Avilacsd@AOL.com

## AGENDA

REGULAR BOARD MEETING  
7:00 pm Tuesday August 10, 2010

BOARD MEETING LOCATION  
Avila Beach Community Center  
191 SAN MIGUEL STREET, AVILA BEACH, CALIFORNIA

1. CALL TO ORDER: 7:00 P.M.
2. ROLL CALL: Board Members:

Pete Kelley, President  
Terry Brown, Vice President  
John Janowicz, Director  
Rick Rowe, Director  
Jason Simas, Director

3. PUBLIC COMMENT; 7:00 P.M.

Members of the public wishing to comment or bring forward any items concerning District operations **which do not appear on tonight's agenda** may address the Board now. Please state name and address before addressing the Board and **limit presentations to 3 minutes**. State law does not allow Board action on items not appearing on the agenda

4. INFORMATION AND DISCUSSION ITEMS

Items of District interest which may be placed on later agendas, or where staff needs to inform Board  
Board Communications

- A. County Reports
  1. SLO County Sheriff Department
  2. CalFire/County Fire Department
- B. Reports on Attended Conferences, Meetings, and General Communications of District Interest

5. CONSENT ITEMS:

**These items are approved with one motion.** Directors may briefly discuss any item, or may pull any item, which is then added to the business agenda.

- A. Minutes of July 13, 2010 Regular Meeting
- B. Monthly Payables
- C. General Manager /District Engineer Report
- D. Water and Wastewater Superintendent's Report
- E. Subcommittee Reports

6. **BUSINESS ITEMS:** Items where Board action is called for.
- A. Overview of the District's Water & Wastewater Masterplan's with WWTP Evaluation  
(Action Required: Receive Presentation)
  - B. Replacement of Clarifier Arm; Update on Emergency Repairs; Continue Declaration of Emergency Situation  
(Action Required: Receive Report; Take Action to Continue Declaration of Emergency Situation)
  - C. Geographic Information System (GIS) Based Atlas Annual Updates (WW4)  
(Action Required: Direct Staff to Proceed with Updates)
  - D. Purchase of Replacement Pumps Wastewater Treatment Plant (WWC4)  
(Action Required: Receive Report; Authorize Staff to purchase replacement pumps in a not to exceed amount of \$ 18,708.67)
  - E. Digester Cleaning Project WW-C5; Drain, Haul and Clean Digester  
(Action Required: Receive Report; Direct Staff to Proceed with Execution of this Project)
  - F. Review of District Conflict of Interest Code  
(Action Required: Receive Report, Provide Direction to Staff)

7. **INFORMATION AND DISCUSSION ITEMS**

- A. Items of District interest which may be placed on later agendas, or where staff needs to inform Board.
  - Other Communication
  - 1. Strategic Planning Committee
  - 2. Civic Association Collaboration Committee

Any writing or document pertaining to an open session item on this agenda which is distributed to a majority of the Board after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the District Administration Office, 191 San Miguel Street, Avila Beach, CA during normal business hours.

Consistent with the Americans with Disabilities Act and California Government Code Section 54954.2 requests for disability related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires the modification or accommodation in order to participate at the above referenced public meeting by contacting the District at 805-595-2664.



**AVILA BEACH COMMUNITY SERVICES DISTRICT  
MINUTES OF REGULAR MEETING  
August 10, 2010**

**1. CALL TO ORDER**

The Board of Directors of the Avila Beach Community Services District, meeting in Regular Session at 7:00 p.m. on the above date, in the Avila Community Building meeting room, was called to order by President Pete Kelley.

**2. ROLL CALL**

Board Members Present	Pete Kelley Terry Brown John Janowciz Rick Rowe
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Board Members Absent:	Jason Simas
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Staff Present:	John Wallace, General Manager Jon Seitz, Legal Counsel Kathy Richardson, Office Manager
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**3. PUBLIC COMMENTS**

None

**4. INFORMATION AND DISCUSSION ITEMS**

**A. County Reports**

**1. SLO Sheriff:** Sergeant Marz introduced himself to the Board and inquired if the Board had any questions of him.

**2. CAL Fire Report:** Engineer Nagy advised that Station 64 ran 53 calls for service over the month of July.

**B. Board Communication-** Jeff Bearman of Port San Luis Harbor District advised that a joint training activity will take place on August 11 with Diablo Canyon, NRC FEMA and the Port. Cal Fire advised that they will also be participating in the training. General Manger Wallace requested that the District be kept informed of these types of training activities to allow for staff to provide information to the public if asked.

Director Rowe advised that he had attended the CSDA Ethics Training Class in Templeton. General Manager Wallace advised that he will be attending the American Public Works Congress meeting in Boston during the week of August 16th to 20th.

**5. CONSENT ITEMS**

President Kelley introduced the consent items and inquired if any member of the Board, or public wished to address any items. Director Brown inquired as to the performance of the plant. Mr. Wallace advised that with the clarifier back on line, BOD and Suspended Solids are coming back into compliance. It was moved by Director Brown, seconded by Director Janowicz and passed on a 4-0 vote with Director Simas absent, **to approve the consent items as submitted.**

- A. Approval of the July 13, 2010 Regular Meeting Minutes
- B. Approval of Monthly Payables
- C. General Manager / District Engineer Report
- D. Water & Wastewater Superintendent Report
- E. Subcommittee Report

**6. BUSINESS ITEMS**

**A. Overview of the District's Water & Wastewater Masterplan's with WWTP Evaluation**

General Manager Wallace introduced Mr. Steve Tanaka of the Wallace Group to provide the presentation. Mr. Tanaka provided an overview of the studies and advised that draft copies are available for review and comment in the District office, it is anticipated that formal adoption of the studies will take place at the next Board meeting. **No formal actions were taken.**

**B. Replacement of Clarifier Arm; Update on Emergency Repairs; Continue Declaration of Emergency Situation**

Mr. Wallace advised the Board that the clarifier arm has been installed and the plant performance is improving. Further Mr. Wallace inquired if the Board desired to replace the roof as originally designed or leave the roof off. It was moved by Director Brown, seconded by Director Janowicz and passed unanimously **to declare a continuing emergency situation and to direct staff to proceed with solicitation of bids for replacing the roof and to continue with the repairs to the clarifier.**

**C. Geographic Information System (GIS) Based Atlas Annual Updates (WW4)**

General Manager Wallace presented the staff report for the annual updates related to the GIS Systems. It was moved by Director Brown, seconded by Director Rowe and passed unanimously **to direct staff to proceed with the Annual updates.**

**D. Purchase of Replacement Pumps Wastewater Treatment Plant (WWC4)**

Mr. Wallace presented the staff report advising of the need to purchase replacement pumps for the wastewater treatment plant. It was moved by Director Brown, seconded by Director Rowe and passed unanimously **to direct staff to obtain two additional estimates on the cost of the pumps and to proceed with the purchase of the necessary pumps in a not to exceed amount of \$18,708.67.**

**E. Digester Cleaning Project WW-C5; Drain, Haul and Clean Digester**

General Manager Wallace advised that due to the emergency repair to the clarifier arm, staff deferred the digester cleaning project until the clarifier repair was complete. With the arm now repaired, it would be appropriate to proceed with this project. It was moved by Director Brown, seconded by Director Janowicz and passed unanimously **to Direct staff to proceed with the execution of the digester draining and cleaning project.**

**F. Review of District Conflict of Interest Code**

Mr. Wallace advised the Board that every two years the District's Conflict of Interest Code must be reviewed by the Board, and the County Clerk's office must be informed of this review and of any changes that may be necessary. Legal Counsel has reviewed the District's policy and has advised that no legal changes are necessary. It was moved by Director Kelley, seconded by Director Rowe and passed unanimously **to Direct staff to advise the County Clerk's office that no changes are necessary at this time.**

**7. INFORMATION AND DISCUSSION ITEMS**

Board Communications –

General Manager Wallace advised that the District has received communication from the Chumash Council regarding monitoring of the San Rafael Sewer project for cultural artifacts. An agreement with Chief Mark Virgil has been completed to allow for this monitoring. Terry Eberhardt has inquired as to the status of exploration by the District regarding collaboration between the CSD and the Civic Association. General Manager Wallace explained that a meeting is being set up with Mr. Eberhardt to continue discussions.

**8. ADJOURNMENT**

**By motion of Director Janowicz and second by Director Brown, the meeting was adjourned at 8:50 pm.**

**The next regular meeting of the Avila Beach Community Services District is scheduled for September 14, 2010 at 7:00 pm. This meeting will be held at the Civic Association Building located at 191 San Miguel 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,



John Wallace,  
General Manager



# AVILA BEACH COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA. 93424  
Meeting Room and Office – 191 San Miguel Street, Avila Beach  
Telephone (805) 595-2664 FAX (805) 595-7623  
E-Mail Avilacsd@AOL.com

## AGENDA

REGULAR BOARD MEETING  
7:00 pm Tuesday September 14, 2010

BOARD MEETING LOCATION  
Avila Beach Community Center  
191 SAN MIGUEL STREET, AVILA BEACH, CALIFORNIA

1. CALL TO ORDER: 7:00 P.M.

2. ROLL CALL: Board Members:

Pete Kelley, President  
Terry Brown, Vice President  
John Janowicz, Director  
Rick Rowe, Director  
Jason Simas, Director

3. PUBLIC COMMENT; 7:00 P.M.

Members of the public wishing to comment or bring forward any items concerning District operations **which do not appear on tonight's agenda** may address the Board now. Please state name and address before addressing the Board and **limit presentations to 3 minutes**. State law does not allow Board action on items not appearing on the agenda

4. INFORMATION AND DISCUSSION ITEMS

Items of District interest which may be placed on later agendas, or where staff needs to inform Board

Board Communications

A. County Reports

1. SLO County Sheriff Department
2. CalFire/County Fire Department

B. Reports on Attended Conferences, Meetings, and General Communications of District Interest

5. CONSENT ITEMS:

**These items are approved with one motion.** Directors may briefly discuss any item, or may pull any item, which is then added to the business agenda.

- A. Minutes of August 10, 2010 Regular Meeting
- B. Monthly Payables
- C. General Manager /District Engineer Report
- D. Water and Wastewater Superintendent's Report
- E. Subcommittee Reports

6. **BUSINESS ITEMS:** Items where Board action is called for.
- A. Acceptance of Letter of Resignation Director Simas  
(Action Required: Accept Letter, Direct Staff to Post Notice of Vacancy)
  - B. Sewer System Management Plan  
(Action Required: Receive Presentation, Approve Submittal of Plan to RWQCB)
  - C. Adoption of the District's Water & Wastewater Masterplan's with WWTP Evaluation  
(Action Required: Adopt Reports)
  - D. Air Pollution Control District Response  
(Action Required: Receive Report; Direct Staff to Proceed with Response Plan)
  - E. Replacement of Clarifier Arm and Related Structure; Update on Emergency Repairs; Continue Declaration of Emergency Situation  
(Action Required: Receive Report; Take Action to Continue Declaration of Emergency Situation)

7. **INFORMATION AND DISCUSSION ITEMS**

- A. Items of District interest which may be placed on later agendas, or where staff needs to inform Board.
  - Other Communication
  - 1. Strategic Planning Committee
  - 2. Civic Association Collaboration Committee

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**AVILA BEACH COMMUNITY SERVICES DISTRICT  
MINUTES OF REGULAR MEETING  
September 14, 2010**

**1. CALL TO ORDER**

The Board of Directors of the Avila Beach Community Services District, meeting in Regular Session at 7:00 p.m. on the above date, in the Avila Community Building meeting room, was called to order by President Pete Kelley.

**2. ROLL CALL**

Board Members Present	Pete Kelley Terry Brown John Janowciz Rick Rowe
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Board Members Absent:	Jason Simas
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Staff Present:	John Wallace, General Manager Jon Seitz, Legal Counsel Kathy Richardson, Office Manager
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**3. PUBLIC COMMENTS**

Resident Anne Brown commented that the Avila Beach Civic Association Albacore Feed is being held on October 9, 2010.

**4. INFORMATION AND DISCUSSION ITEMS**

**A. County Reports**

**1. SLO Sheriff:** Sergeant Marz introduced himself to the Board and inquired if the Board had any questions of him. Resident Anne Brown inquired if the cutting of brush on Cave Landing Road and parking area has resulted in a decrease of problems in this area. Sergeant Marz commented that there have been fewer vehicles in this area, but patrols continue.

**2. CAL Fire Report:** Captain Cohn advised that Station 64 ran 44 calls for service over the month of August. Construction bids for the new bay at Station 64 are due in next week with construction to be completed within the next several months.

**B. Board Communication-**

None

**5. CONSENT ITEMS**

President Kelley introduced the consent items and inquired if any member of the Board, or public wished to address any items. It was moved by Director Brown, seconded by Director

Rowe and passed on a 4-0 vote with Director Simas absent, **to approve the consent items as submitted.**

- A. Approval of the August 10, 2010 Regular Meeting Minutes
- B. Approval of Monthly Payables
- C. General Manager / District Engineer Report
- D. Water & Wastewater Superintendent Report
- E. Subcommittee Report

## 6. **BUSINESS ITEMS**

### A. **Acceptance of Letter of Resignation Director Simas**

General Manager Wallace advised the Board that a letter of resignation has been received from Director Simas. Mr. Wallace provided an overview of the process necessary for the District to make an appointment to fill the vacancy. It was moved by Director Brown, seconded by Director Janowicz and passed unanimously **to accept the letter of resignation and to direct staff to post a notice of vacancy and to notify the County Clerk of this vacancy.**

### B. **Sewer System Management Plan (SSMP)**

Mr. Wallace introduced Heather Billing of the Wallace Group to provide the presentation of the Sewer System Management Plan (SSMP). Ms. Billing advised that this plan is required by State Water Resources Control Board (SWRCB) and has been implemented in phases as required. Director Kelley inquired if the recent spill on San Miguel Street had been reported in accordance with the requirements of the SSMP, M. Billing advised that it had been. Following discussion it was moved by Director Rowe, seconded by Director Brown and passed **unanimously to direct staff to finalize and certify the SSMP in accordance requirements of SWRCB.**

### C. **Adoption of the District's Water & Wastewater Masterplan's with WWTP Evaluation**

General Manager Wallace introduced Mr. Steve Tanaka of the Wallace Group to provide the presentation. Mr. Tanaka provided an overview of the studies and to answer any questions the Board or public might have. Following discussion, it was moved by Director Janowicz, seconded by Director Brown and passed unanimously **to adopt the Water and Wastewater Masterplans and Wastewater Treatment Plant Evaluation Reports as submitted.**

### D. **Air Pollution Control District Response**

Mr. Wallace provided a review of the District response to the Air Pollution Control Board Notice of Violation, and the steps the District has taken to determine the source of the odors. Following discussion, it was moved by Director Brown, seconded by Director Janowicz and passed **unanimously to receive this report, direct staff to proceed to administer ferric chloride chemical injections to the collection system, direct staff to correspond with the H2S**



**scrubber manufacturer regarding an economical solution to maintain APCD emission limits and to direct staff to correspond with APCD regarding potential modifications to the Permit to Operate.**

**E. Replacement of Clarifier Arm; Update on Emergency Repairs; Continue Declaration of Emergency Situation**

General Manager Wallace advised the Board that the plant performance continues to improve. Bids for the replacement of the roof are due September 23, 2010 with a recommendation to award bid anticipated for the October meeting. Progress payments to the contractors need to be processed. It was moved by Director Brown, seconded by Director Rowe and passed unanimously **to declare a continuing emergency situation and to direct staff to proceed with processing progress payments to the contractors as submitted and to continue with the repairs to the clarifier.**

**7. INFORMATION AND DISCUSSION ITEMS**

Board Communications –

Mr. Wallace advised that with the resignation of Director Simas, the Strategic Planning ad-hoc committee is without a member. Following discussion, it was determined to table this committee to a future time.

The District received a letter advising of the retirement of Matt Jenkins of CALFire. Additionally, correspondence from SDRMA advising of a vacancy on their Board of Directors was received.

**8. ADJOURNMENT**

**By motion of Director Kelley and second by Director Brown, the meeting was adjourned at 8:10 pm.**

**The next regular meeting of the Avila Beach Community Services District is scheduled for October 12, 2010 at 7:00 pm. This meeting will be held at the Civic Association Building located at 191 San Miguel 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,



John Wallace,  
General Manager



**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424  
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Telephone (805) 595-2664 FAX (805) 595-7623  
E-Mail Avilaesd@AOL.com

**AGENDA**

**REGULAR BOARD MEETING  
7:00 pm Tuesday October 12, 2010**

**BOARD MEETING LOCATION  
Avila Beach Community Center  
191 SAN MIGUEL STREET, AVILA BEACH, CALIFORNIA**

**1. CALL TO ORDER: 7:00 P.M.**

**2. ROLL CALL: Board Members:**

Pete Kelley, President  
Terry Brown, Vice President  
John Janowicz, Director  
Rick Rowe, Director  
Vacant

**3. PUBLIC COMMENT; 7:00 P.M.**

Members of the public wishing to comment or bring forward any items concerning District operations **which do not appear on tonight's agenda** may address the Board now. Please state name and address before addressing the Board and **limit presentations to 3 minutes**. State law does not allow Board action on items not appearing on the agenda

**4. APPOINTMENT OF DIRECTOR**

(Action Required: Receive Report; Appoint Director; Alternatively continue this item to November 9, 2010 or to a special meeting on or prior to November 13, 2010)

**5. INFORMATION AND DISCUSSION ITEMS**

Items of District interest which may be placed on later agendas, or where staff needs to inform Board

Board Communications

A. County Reports

1. SLO County Sheriff Department
2. CalFire/County Fire Department

B. Reports on Attended Conferences, Meetings, and General Communications of District Interest

6. **CONSENT ITEMS:**

**These items are approved with one motion.** Directors may briefly discuss any item, or may pull any item, which is then added to the business agenda.

- A. Minutes of September 14, 2010 Regular Meeting
- B. Monthly Payables
- C. General Manager /District Engineer Report
- D. Water and Wastewater Superintendent's Report
- E. Subcommittee Reports

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

- A. Presentation By Bord na Mona Re: Wastewater Recycling/Reuse  
(Action Required: Receive Presentation)
- B. Funding Opportunities for District Water and Wastewater Projects  
(Action Required: Receive Report: Provide Direction to Staff)
- C. Fire Code Revisions  
(Action Required: Receive Information from CALFire for proposed revisions to the District's Fire Code; Set a Public Hearing for November 13, 2010 to introduce Ordinance Amendments)
- D. Vacation of Easement San Rafael Street Sewerline  
(Action Required: Receive Report: Adopt Resolution No. 2010-06 Vacating the Subject Easement and Direct President to Execute the Quit Claim Deed on behalf of this District)
- E. Replacement of Clarifier Arm and Related Structure; Update on Emergency Repairs; Continue Declaration of Emergency Situation; Roof Repair Bids  
(Action Required: Receive Report; Take Action to Continue Declaration of Emergency Situation; Receive bids for Roof Replacement and Award this Project to the contractor with the lowest responsible bid; Direct Staff to administer the construction of this project. Alternatively continue this item to Nov. 9, 2010)
- F. Fixed Film Reactor Distribution Box, Seal Material Replacement  
(Action Required: Receive Report, Direct Staff to Proceed with the Purchase of Material and installation)

8. **INFORMATION AND DISCUSSION ITEMS**

- A. Items of District interest which may be placed on later agendas, or where staff needs to inform Board.

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**AVILA BEACH COMMUNITY SERVICES DISTRICT  
MINUTES OF REGULAR MEETING  
October 12, 2010**

**1. CALL TO ORDER**

The Board of Directors of the Avila Beach Community Services District, meeting in Regular Session at 7:00 p.m. on the above date, in the Avila Community Building meeting room, was called to order by President Pete Kelley.

**2. ROLL CALL**

Board Members Present	Pete Kelley
	Terry Brown
	John Janowicz
	Rick Rowe
	Vacant

Board Members Absent:

Staff Present:	John Wallace, General Manager
	Jon Seitz, Legal Counsel
	Kathy Richardson, Office Manager

**3. PUBLIC COMMENTS**

Resident Robert Martin commented that previously he had requested that the Board review the assessment and connection fee schedule to determine if it currently meets the needs of the District. General Manager Wallace advised the Board that the fee schedule was previously set by Board action. It was moved by Director Brown, seconded by Director Janowicz and passed unanimously to direct staff to provide a review of the current fee schedule and bring a report back to the Board.

**4. APPOINTMENT OF DIRECTOR**

Mr. Wallace provided an overview of the process for appointing a new Director to the Board. During the meeting Mr. Dan Yoder submitted a letter of interest to serve on the Board. President Kelley requested **that appointment of a Director be brought back to the Board at the November meeting.**

**5. INFORMATION AND DISCUSSION ITEMS**

**A. County Reports**

**1. SLO Sheriff: None**

**2. CAL Fire Report:** Fire Fighter Travis Robertson presented a short report on activities for Station 64, including providing support to Avila Bay Resorts for a Fireworks event and the display of "Grandpa" during the Civic Association Albacore Feed event on October 9th.

Chief Rob Lewin advised the Board that County Fire Chief Matt Jenkins is retiring December 2, 2010. Additionally, Chief Lewin advised that fire season is still in place, and the County is completing their masterplan.

**B. Board Communication-**

None

**Due to the need for the Bord na Mona representative to make a flight connection Business Item 7A was taken at this time.**

**Business Item 7A Presentation By Bord na Mona RE; Wastewater Recycling/Reuse**

General Manager Wallace introduced Shane Keaney of Bord na Mona to provide a presentation relating to wastewater recycling. Following the presentation the Board thanked Mr. Keaney for the presentation. **No formal actions were taken.**

**Business item 7C was taken as the next item due to the presence of Fire Personnel**

**Business item 7C Fire Code Revisions**

Mr. Wallace introduced Fire Marshal Paul Lee to provide a review of the process and the currently proposed amendments to the Fire Code for January 2011. Following the presentation, it was moved by Director Rowe, seconded by President Kelley and passed unanimously **to receive information from CALFire, Set November 9, 2010 as a public hearing for the proposed ordinance and to Direct staff to publish the ordinance by summary.**

**6. CONSENT ITEMS**

President Kelley introduced the consent items and inquired if any member of the Board, or public wished to address any items. Following brief discussion, it was moved by Director Brown, seconded by Director Janowicz and passed on a 4-0 vote with one vacancy on the Board, **to approve the consent items as submitted.**

- A. Approval of the September 14, 2010 Regular Meeting Minutes
- B. Approval of Monthly Payables
- C. General Manager / District Engineer Report
- D. Water & Wastewater Superintendent Report
- E. Subcommittee Report

**7. BUSINESS ITEMS**

**B. Funding Opportunities for District Water and Wastewater Projects**

General Manager Wallace presented to the Board the staff report advising of the process for investigating grant funding and low interest loans that may be available to the District for various capital projects. It was moved by Director Kelley, seconded by Director Brown and passed unanimously **to direct staff to pursue research of funding opportunities and to provide findings at the December Board meeting.**

**D. Vacation of Easement San Rafael Street Sewerline**

Mr. Wallace advised the Board that with the activation of the new sewerline along San Rafael Street, the previously used 4 inch sewer main is no longer needed for District use and has become a house lateral for the residence at 141 San Rafael Street. At this time it would be appropriate to "Quitclaim" the right of way for this section of line to the one property that is connected to the line. Following discussion it was moved by President Kelley, seconded by Director Rowe and passed on the following roll call vote **to approve Resolution 2010-06 Vacating a Public Service Easement, and to Direct staff to record the Quitclaim Deed and Resolution with the County Clerk office.**

**AYES: Kelley, Rowe, Brown, Janowicz**  
**NOES: None**  
**ABSENT: One vacancy exists on the Board**

**E. Replacement of Clarifier Arm; Update on Emergency Repairs; Continue Declaration of Emergency Situation**

General Manager Wallace advised the Board that bids for the replacement of the roof at the plant have not yet been received due to conflicts of bid preparation by local contractors. It is anticipated that bids will be received prior to the next meeting. It was moved by Director Kelley, seconded by Director Janowicz and passed unanimously **to declare a continuing emergency situation and to continue this item to the November Board meeting.**

**F. Fixed Film Reactor Distribution Box Seal Material Replacement**

Mr. Wallace advised the Board that the Fixed Film Reactor Distribution Box Seal is leaking causing a reduction in the biological treatment of the wastewater through this tank. This situation requires replacement of the seal material located at the base of the distribution box. It was moved by Director Brown seconded by Director Rowe and passed unanimously **to direct staff to purchase and install the necessary seal material and to administer the project in a not to exceed amount of \$1,600.**

**G. Consideration of Notice of Public Utility Easement; APN 076-223-022**

General Manager Wallace advised the Board that during the recordation of a parcel map for APN 076-223-022, the County vacated a 12 foot wide strip of San Antonio Street. The District had advised the County of the need to preserve the utility rights within, under and upon San Antonio Street. It was moved by President Kelley, seconded by Director Janowicz and passed on the following roll call vote **to approve a Verified Notice of Public Utility Easement and to Direct staff to file said notice with the County Clerk office by November 3, 2010.**

**AYES: Kelley, Janowicz, Rowe, Brown**  
**NOES: None**  
**ABSENT: One vacancy exists on the Board**

**7. INFORMATION AND DISCUSSION ITEMS**

Board Communications –  
None

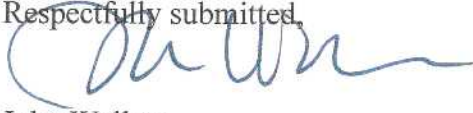
**8. ADJOURNMENT**

**The meeting was adjourned at 9:03 pm.**

**The next regular meeting of the Avila Beach Community Services District is scheduled for November 9th, 2010 at 7:00 pm. This meeting will be held at the Civic Association Building located at 191 San Miguel 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,



John Wallace,  
General Manager





# AVILA BEACH COMMUNITY SERVICES DISTRICT

Post Office Box 309, Avila Beach, CA. 93424  
Meeting Room and Office – 191 San Miguel Street, Avila Beach  
Telephone (805) 595-2664 FAX (805) 595-7623  
E-Mail Avilacsd@AOL.com

## AGENDA

**REGULAR BOARD MEETING**  
**7:00 pm Tuesday November 9, 2010**

**BOARD MEETING LOCATION**  
**Avila Beach Community Center**  
**191 SAN MIGUEL STREET, AVILA BEACH, CALIFORNIA**

1. **CALL TO ORDER: 7:00 P.M.**

2. **ROLL CALL: Board Members:**

Pete Kelley, President  
Terry Brown, Vice President  
John Janowicz, Director  
Rick Rowe, Director  
Vacant

3. **PUBLIC COMMENT; 7:00 P.M.**

Members of the public wishing to comment or bring forward any items concerning District operations **which do not appear on tonight's agenda** may address the Board now. Please state name and address before addressing the Board and **limit presentations to 3 minutes**. State law does not allow Board action on items not appearing on the agenda

4. **APPOINTMENT OF DIRECTOR**

(Action Required: Receive Report; Appoint Director; Alternatively continue this item to to a special meeting on or prior to November 13, 2010)

5. **INFORMATION AND DISCUSSION ITEMS**

Items of District interest which may be placed on later agendas, or where staff needs to inform Board

Board Communications

A. County Reports

1. SLO County Sheriff Department
2. CalFire/County Fire Department

B. Reports on Attended Conferences, Meetings, and General Communications of District Interest

6. **CONSENT ITEMS:**

**These items are approved with one motion.** Directors may briefly discuss any item, or may pull any item, which is then added to the business agenda.

- A. Minutes of October 12, 2010 Regular Meeting
- B. Monthly Payables
- C. General Manager /District Engineer Report
- D. Water and Wastewater Superintendent's Report
- E. Subcommittee Reports/Training Class

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

- A. Preliminary Will Serve Request (144 San Rafael St. Pruett SFD)  
(Action Required: Approve Request)
- B. Presentation of 2009/10 Annual Audit Report  
(Action Required: Receive Report)
- C. Fire Code Revisions  
(Action Required: Open Public Hearing for proposed revisions to the District's Fire Code introduce Ordinance Amendments)
- D. Funding Opportunities for District Water and Wastewater Projects  
(Action Required: Receive Report; Provide Direction to Staff)
- E. Replacement of Clarifier Arm and Related Structure; Update on Emergency Repairs; Declaration of Emergency Situation; Roof Repair Bids  
(Action Required: Receive Report; Take Action to Dis-Continue Declaration of Emergency Situation; Receive Report on bids for Roof Replacement and Reject all bids at this time; Direct Staff to re-evaluate construction of this project at a later time.)
- F. Progress Payment San Rafael Street Sewer Project  
(Action Required: Receive Report, Direct Staff to Proceed with payment)
- G. LAFCo Special District Representative Nominations  
(Action Required: Receive Report; Nominate Candidate if desired)

8. **INFORMATION AND DISCUSSION ITEMS**

- A. Items of District interest which may be placed on later agendas, or where staff needs to inform Board.

Any writing or document pertaining to an open session item on this agenda which is distributed to a majority of the Board after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the District Administration Office, 191 San Miguel Street, Avila Beach, CA during normal business hours.

Consistent with the Americans with Disabilities Act and California Government Code Section 54954.2 requests for disability related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires the modification or accommodation in order to participate at the above referenced public meeting by contacting the District at 805-595-2664.

**AVILA BEACH COMMUNITY SERVICES DISTRICT  
MINUTES OF REGULAR MEETING  
November 9, 2010**

**1. CALL TO ORDER**

The Board of Directors of the Avila Beach Community Services District, meeting in Regular Session at 7:00 p.m. on the above date, in the Avila Community Building meeting room, was called to order by President Pete Kelley.

**2. ROLL CALL**

Board Members Present

Pete Kelley  
Terry Brown  
John Janowciz  
Rick Rowe  
Vacant

Board Members Absent:

Staff Present:

John Wallace, General Manager  
Jon Seitz, Legal Counsel  
Kathy Richardson, Office Manager

**3. PUBLIC COMMENTS**

Resident Robert Martin commented that previously he had requested that the Board review the assessment and connection fee schedule to determine if it currently meets the needs of the District. President Kelley advised that this would be discussed during the Consent Items under the General Manager Report. Mr. Martin then commented that he would like the District to adopt a policy relating to expanded use by businesses to the sidewalk area and the plaza area. Resident Anne Brown commented that she would like to see the District form a parking District and to consider expanding services to include recreation. Mr. Seitz advised that taking on additional services would require approval by LAFCo and would require a financial plan that would indicate how the additional services would be provided.

**4. APPOINTMENT OF DIRECTOR**

Mr. Wallace provided an overview of the process for appointing a new Director to the Board. Mr. Dan Yoder provided a copy of his resume for review by the members of the Board. Following discussion it was moved by President Kelley seconded by Director Rowe and passed unanimously **to appoint Dan Yoder to the vacancy created by the resignation of Jason Simas. General Manager Wallace administered the Oath of Office and Mr. Yoder was seated as a director.**

**5. INFORMATION AND DISCUSSION ITEMS**

**A. County Reports**

1. **SLO Sheriff:** The Sheriff's representative advised that there were 32 calls for service in the Avila area over the last month. Director Rowe commented that it is helpful to the community to have these reports. Resident Anne Brown commented that Sheriff representatives also attend the AVAC meetings and it is appreciated there as well.

2. **CAL Fire Report:** Battalion Chief Steve Reeder presented a short report on activities for Station 64, including 8 hours of training at Diablo Canyon Power Plant. Chief Reeder reminded the Board that County Fire Chief Matt Jenkins is retiring December 2, 2010 and a flyer for the retirement celebration had previously been distributed.

**B. Board Communication-**

Office Manager Richardson advised that she had attended a GIS Training class during the month. This course provided a greater understanding of the capabilities of the system, and an appreciation for the amount of information provided by the Engineer that is included in the data base.

**6. CONSENT ITEMS**

President Kelley introduced the consent items and inquired if any member of the Board, or public wished to address any items. President Kelley requested that further information on the Board request for connection fee review be provided by the General Manager. Mr. Wallace advised that staff is reviewing the previous study establishing the fees and will be bringing further information to the Board at the January meeting. Resident Robert Martin commented that expanded uses are taking place within the plaza area and also along the sidewalks and fees should be collected by the District for this expanded use. Legal Counsel Seitz commented that this should be placed on an agenda to allow for full discussion. President Kelley requested clarification of expenses detailed in the Financial Report related to payments to the Wallace Group. Office Manager Richardson advised that the payments were for the months of August and September, and were both processed in the same month due to the timing of the receipt of the invoices, and not due to additional services. It was moved by Director Brown, seconded by Director Rowe and passed unanimously, **to approve the consent items as submitted.**

- A. Approval of the October 12, 2010 Regular Meeting Minutes
- B. Approval of Monthly Payables
- C. General Manager / District Engineer Report
- D. Water & Wastewater Superintendent Report
- E. Subcommittee Report

7. **BUSINESS ITEMS**

**A. Preliminary Will Serve Request: 144 San Rafael Street, Pruett SFD**

General Manager Wallace presented to the Board the staff report requesting a Preliminary Will serve for a single family dwelling to be located at 144 San Rafael Street. It was moved by Director Kelley, seconded by Director Brown and passed unanimously **to approve the Preliminary Will Serve Request.**

**B. Presentation of 2009/10 Annual Audit Report**

Mr. Wallace introduced Robert Crosby of Crosby and Company CPA's to provide a presentation on the 2009/10 Annual Audit. Mr. Crosby advised that a "Clean Opinion" was being provided by the auditor on the financial condition of the District and the financial records provided by staff. Following the presentation it was moved by Director Rowe, seconded by Director Brown and passed unanimously **to accept the audit as presented. The Board thanked Mr. Crosby for his presentation.**

**C. Fire Code Revisions**

General Manager Wallace introduced Fire Marshall Paul Lee to provide an overview of the proposed Fire Code revisions. Mr. Lee presented the amendments relative to the District. Legal Counsel Seitz provided an overview of the process for adoption of the ordinance necessary to adopt the Fire Code with the revisions. Following the presentation it was moved by Director Kelley seconded by Director Janowicz and passed unanimously **to read the ordinance by title only. General Manager Wallace read the Ordinance by title. It was moved by Director Kelley seconded by Director Rowe and passed unanimously to introduce the Ordinance and further to set December 14, 2010 for the second reading and adoption of the ordinance. Further, staff was advised to publish the proposed ordinance in an abbreviated format 14 days prior to the public hearing.**

**D. Funding Opportunities for District Water and Wastewater Projects**

Mr. Wallace introduced Nicole Smith of the Wallace Group to provide a presentation regarding funding sources for various capital projects within the District. Following the presentation, it was moved by Director Brown, seconded by Director Yoder and passed unanimously **to approve staff recommendations of submission of a pre-application to USDA's Water and Wastewater Disposal Program to determine grant funding availability, submission of pre-applications to the Infrastructure State Revolving Fund and to submit financial assistance application to Clean Water SRF Programs.**

**E. Replacement of Clarifier Arm and Related Structure; Update on Emergency Repairs; Declaration of Emergency Situation; Roof Repair Bids**

General Manager Wallace advised the Board that bids for the replacement of the roof at the plant have been received and were much higher than was anticipated. Following discussion it was moved by President Kelley seconded by Director Brown and passed unanimously **to receive the report, reject all bids, discontinue the emergency and to evaluate roof construction and**

**bring this back to the Board at a future time.**

**F. Progress Payment San Rafael Street Sewer Project**

Mr. Wallace advised the Board that the San Rafael Street Sewer project has been completed. It was moved by Director Brown, seconded by Director Janowicz and passed unanimously to **approve Change orders # 1 & 2 in the amount of \$1,355.30, approve final payment to R Baker Inc in the amount of \$85,155.09 and to approve the release of the retention amount of \$9461.68 upon the completion of the punch list items and the expiration of the lien period.**

**G. LAFCo Special District Representative Nominations**

General Manager Wallace advised the Board that a vacancy exists on the LAFCo Board of Commissioners. **Following discussion no members of the Board wished to serve on this commission at this time and had no other nominations. No actions were taken.**

**8. INFORMATION AND DISCUSSION ITEMS**

Board Communications –  
None

**9. ADJOURNMENT**

**The meeting was adjourned at 9:42 pm.**

**The next regular meeting of the Avila Beach Community Services District is scheduled for December 14th, 2010 at 7:00 pm. This meeting will be held at the Civic Association Building located at 191 San Miguel 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,



John Wallace,  
General Manager





**AVILA BEACH  
COMMUNITY SERVICES DISTRICT**

Post Office Box 309, Avila Beach, CA. 93424  
Meeting Room and Office – 191 San Miguel Street, Avila Beach  
Telephone (805) 595-2664 FAX (805) 595-7623  
E-Mail avilacsd@aol.com

**AGENDA**

**REGULAR BOARD MEETING  
7:00 pm Tuesday December 14, 2010**

**BOARD MEETING LOCATION  
Avila Beach Community Center  
191 SAN MIGUEL STREET, AVILA BEACH, CALIFORNIA**

1. **CALL TO ORDER: 7:00 P.M.**
2. **SEATING OF THE BOARD OF DIRECTORS:  
Administration of the Oath of Office**
3. **ROLL CALL: Board Members:**

Pete Kelley, President  
Terry Brown, Vice President  
John Janowicz, Director  
Rick Rowe, Director  
Dan Yoder, Director

**4. PUBLIC COMMENT; 7:00 P.M.**

Members of the public wishing to comment or bring forward any items concerning District operations **which do not appear on tonight's agenda** may address the Board now. Please state name and address before addressing the Board and **limit presentations to 3 minutes**. State law does not allow Board action on items not appearing on the agenda

**5. INFORMATION AND DISCUSSION ITEMS**

Items of District interest which may be placed on later agendas, or where staff needs to inform Board

Board Communications

A. County Reports

1. SLO County Sheriff Department
2. CalFire/County Fire Department

B. Reports on Attended Conferences, Meetings, and General Communications of District Interest

**6. CONSENT ITEMS:**

**These items are approved with one motion.** Directors may briefly discuss any item, or may pull any item, which is then added to the business agenda.

- A. Minutes of November 9, 2010 Regular Meeting
- B. Monthly Payables
- C. General Manager /District Engineer Report
- D. Water and Wastewater Superintendent's Report
- E. Subcommittee Reports/Training Class

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

- A. Adoption of the Avila Beach Community Services District Fire Code, (Actions Required: Adopt Ordinance 2010-01 amending Title 15 of the Avila Beach Community Services District Fire Code by adopting the 2010 Edition of the California Fire Code Including Annual Supplements, State and Local Amendments. Adopt Resolution 2010-06 requesting the County Board of Supervisors to ratify the District's Fire Code including the 2010 Edition of the California Fire Code including Annual Supplements, State and Local Amendments and to file the same with the California Department of Housing and Community Development)
- B. LAFCo Special District Representative Election (Action Required: Receive Report: Cast District Vote)
- C. Integrated Waste Management Authority Board Member Nomination (Action Required: Receive Report; Nominate Candidate if desired)
- D. APCD Permit to Operate 1035-2 Air Scrubber Purchase (Action Required: Receive Report; Authorize Purchase; Direct Staff to initiate Installation: Direct Staff to Initiate APCD Permit Modifications)

**8. INFORMATION AND DISCUSSION ITEMS**

- A. Items of District interest which may be placed on later agendas, or where staff needs to inform Board.

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**AVILA BEACH COMMUNITY SERVICES DISTRICT  
MINUTES OF REGULAR MEETING  
December 14, 2010**

**1. CALL TO ORDER**

The Board of Directors of the Avila Beach Community Services District, meeting in Regular Session at 7:00 p.m. on the above date, in the Avila Community Building meeting room, was called to order by President Kelley.

**2. SEATING OF THE BOARD OF DIRECTORS**

General Manger Wallace administered the Oath of Office to Directors Kelley and Brown. Director Rowe was absent due to illness.

**3. ROLL CALL**

Board Members Present	Pete Kelley Terry Brown Dan Yoder
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Board Members Absent:	John Janowciz Rick Rowe
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Staff Present:	John Wallace, General Manager Jon Seitz, Legal Counsel Kathy Richardson, Office Manager
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**4. PUBLIC COMMENTS --None**

**5. INFORMATION AND DISCUSSION ITEMS**

**A. County Reports**

1. **SLO Sheriff:** No report for this month.

2. **CAL Fire Report:** Battalion Chief Steve Reeder advised that the open house at Station 64 was a success with approximately 150 visitors to the Station filling 4 barrels of toys for "Operation Santa Claus", further Chief Reeder presented a short report on activities for Station 64, including 30 calls for service during the month.

**B. Board Communication-**

**6. CONSENT ITEMS**

President Kelley introduced the consent items and inquired if any member of the Board, or

public wished to address any items. Following general discussion, it was moved by Director Brown, seconded by Director Yoder and passed unanimously, **to approve the consent items as submitted.**

- A. Approval of the November 9, 2010 Regular Meeting Minutes
- B. Approval of Monthly Payables
- C. General Manager / District Engineer Report
- D. Water & Wastewater Superintendent Report
- E. Subcommittee Report

7. **BUSINESS ITEMS**

**A. Adoption of the Avila Beach Community Services District Fire Code**

General Manager Wallace introduced Legal Counsel Seitz to provide an overview of the process for adoption of the ordinance. Fire Marshall Paul Lee provided a brief review and a recommendation to approve the Ordinance as presented. Following the presentation it was moved by President Kelley seconded by Director Yoder and passed on the following roll call vote **to Adopt Ordinance 2010-1 and direct staff to publish the summary of the adopted Ordinance.**

**AYES: Kelley, Yoder, Brown**  
**NOES: None**  
**ABSENT: Janowicz, Rowe**

Further it was moved by President Kelley seconded by Director Brown and passed on the following roll call vote **to Adopt Resolution 2010- 6 Requesting the Board of Supervisors to ratify the District Board's adoption of the Ordinance and file the Ordinance with the California Department of Housing and Community Development.**

**AYES: Kelley, Brown, Yoder**  
**NOES: None**  
**ABSENT: Janowicz, Rowe**

**B. LAFCo Special District Representative Election**

Mr. Wallace introduced the staff report Following the presentation, it was moved by President Kelley, seconded by Director Brown and passed unanimously **to cast the District vote for Brian Kreowski and to direct staff to transmit the vote to LAFCo.**

**C. Integrated Waste Management Authority (IWMA) Board Member Nomination**

General Manager Wallace advised the Board that a vacancy exists on the IWMA Board of Commissioners. **Following discussion no members of the Board wished to serve on this commission at this time and had no other nominations. No actions were taken.**

**D. APCD Permit to Operate 1035-2 Air Scrubber Purchase**

Mr. Wallace advised the Board of the ongoing process with APCD to resolve issues related to the Notice of Violation issued in December of 2009. Staff has worked closely with APCD and the Port San Luis Harbor District to identify the source and possible solutions to the high H2S levels. The research has resulted in the recommendation of the purchase of a "Peacemaker 3x3 Model" for installation at the treatment plant. Mr. Jeff Bearman of the Port San Luis Harbor District commented that Port staff has been working closely with the District and concur with the proposed equipment purchase. Following discussion it was moved by Director Brown seconded by Director Yoder and passed unanimously **to approve staff recommendations to authorize payment to Syneco Systems Inc. in the amount of \$7,513.62 to purchase a gas scrubber system, further to Direct Operations staff to install the scrubber unit after procurement and to Direct Staff to initiate permit modifications with APCD as stipulated in Condition 5b of the Revised Compliance Agreement.**

**8. INFORMATION AND DISCUSSION ITEMS**

Board Communications –

General Manager Wallace advised that an invitation from PG&E for an informational open house regarding Diablo Canyon was received. Further, Mr. Wallace advised the Board that the local CSDA chapter will be holding their annual meeting in January. This meeting will be held on January 21, 2011 and will be in Avila Beach.

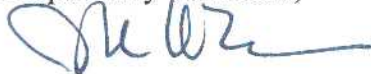
**9. ADJOURNMENT**

**The meeting was adjourned at 7:45 pm.**

**The next regular meeting of the Avila Beach Community Services District is scheduled for January 11th, 2011 at 7:00 pm. This meeting will be held at the Civic Association Building located at 191 San Miguel 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,



John Wallace,  
General Manager