

MINUTES OF SPECIAL BOARD OF DIRECTORS MEETING
Avila Beach Community Services District
Tuesday, September 12th, 2023
1:00 P.M.

ZOOM MEETING: 411 178 7571

Meeting ID: <https://us02web.zoom.us/j/4111787571>

1. CALL TO ORDER

President Kelley called the meeting of the Board of Directors of the Avila Beach Community Services District, to order at 1:04 P.M. on the above date, in the Avila Beach Community Services District Building, 100 San Luis Street, Avila Beach, California.

2. ROLL CALL

Board Members Present

Pete Kelley
Howie Kennett
John Janowicz
Kristin Berry
Ara Najarian

Board Members Absent:

None

Staff Present:

Brad Hagemann, General Manager and District Engineer
Kristi Dibbern, Office Manager

FRM Operations:

Jeff Cedillos, FRM Operations

Legal Counsel:

Not Present

3. PUBLIC COMMENTS

No Public Comment.

4. INFORMATION AND DISCUSSION ITEMS

A. County Reports

Sheriff's Report: Sheriff MacDonald reported 40 calls for service last month. Three thefts, 15 enforcement stops, 13 preventive patrol stops and twelve burglaries. Seven suspicious circumstances were investigated. No vandalism was reported during August.

Cal Fire: No Report.

B. Conferences, Meetings and General Communications. General Manager Hagemann reported a CSDA Chapter meeting will be held on October 26th in North County. More details to follow.

5. CONSENT ITEMS

Director Janowicz made a motion to approve the Consent Items. It was seconded by Director Najarian and passed with a roll call vote 5-0.

AYES: John Janowicz
 Ara Najarian
 Kristin Berry
 Howie Kennett
 Pete Kelley

NOES: None

ABSENT: None

6. DISCUSSION OF PULLED CONSENT ITEMS: None

7. BUSINESS ITEMS:

A. Consider Revisions to the Scope of Work for the Operations Contract. GM Hagemann explained the purpose of this item is to discuss options and seek direction from the Board as staff begins the process of updating the Operations and Maintenance Contract Scope of Work.

Staff is recommending the Board consider hiring a full-time operations supervisor to take on the lion's share of the District's operations activities. The District will still need contract support for on-call, reporting and compliance, collection system line cleaning, emergency response and other non-routine activities. The Board discussed the advantages and disadvantages of this "highbred" operational concept. The Board concluded that with the new MBR unit, it may be most cost effective and provide a highly level of service to District customers if the District hired an Operations Supervisor. The Board directed staff to prepare a position description and advertise an opening for a Water and Wastewater Operations Supervisor.

FRM Operations Supervisor, Jeff Cedilla was present at the meeting and he stated that FRM does provide this type of support to other clients. District staff will discuss extending the existing O & M contract with FRM (which expires October 31, 2023) on a Time and Materials basis until the District has hired an Operations Supervisor.

The meeting was adjourned at approximately 1:50 PM and reconvened at the Avila Beach CSD Wastewater Treatment Plant at approximately 2:00 PM

B. Open House and Tours for the New Membrane Bioreactor Plant at the District's Wastewater Treatment Plant, 2850 Avila Beach Drive.

The Board of Directors, Staff and local dignitaries convened at the WWTP for a tour of the newly installed MBR facilities. Representatives from Hartzell Construction, Cannon, Wallace Group, Cloacina, Fluid Resource Management, and San Luis Harbor District were present along with several local residents.

President Kelley accepted Certificates of Recognition from Assembly Member, Dawn Addis' office and Senator John Laird's office.

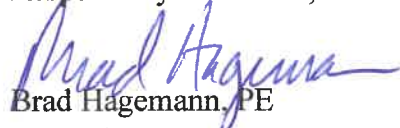
COMMUNICATIONS/CORRESPONDENCE.

None

ADJOURNMENT: The meeting was adjourned at approximately 3:50 PM

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

Respectfully submitted,



Brad Hagemann, PE
General Manager