MINUTES OF BOARD OF DIRECTORS MEETING
Avila Beach Community Services District
Tuesday, February 13th, 2024
1:00 P.M.

1. CALL TO ORDER

President Kelley called the meeting of the Board of Directors of the Avila Beach Community Services District, to order at 1:03 P.M. on the above date, in the Avila Beach Community Services District Building, 100 San Luis Street, Avila Beach, California.

All Board Members agreed that John Janowicz could join the meeting via Zoom due to illness to ensure a quorum.

2. ROLL CALL

Board Members Present	Pete Kelley Howie Kennett
Board Members Absent:	Ara Najarian Kristin Berry
Board Members via Zoom:	John Janowicz
Staff Present:	Brad Hagemann, General Manager & District Engineer Kristi Dibbern, Office Manager
Operations:	Shawn Powell, Chief Plant Operator
Legal Counsel:	Not Present

3. PUBLIC COMMENTS

None.

4. INFORMATION AND DISCUSSION ITEMS

A. County Reports

Sheriff's Report: Sheriff MacDonald reported 26 calls for service last month. Six preventive patrol stops and 2 burglaries, and three suspicious circumstances were investigated. One vehicle was vandalized at the Bob Jones trailhead.

Cal Fire: Chief Lee reported 40 calls for service 23 were medically related. During the recent storms CalFire dispatched to the Guadalupe area with equipment to assist with storm related issues. Strategic planning is underway as well as grant writing for fire breaks and clearing.

5. CONSENT ITEMS

Director Kennett made a motion to approve the Consent Items. It was seconded by Director Janowicz and passed with a roll call vote 3-0.

AYES: Howie Kennett
John Janowicz
Pete Kelley

NOES: None

ABSENT: Kristin Berry
Ara Najarian

6. DISCUSSION OF PULLED CONSENT ITEMS: None

7. BUSINESS ITEMS:

A. Mid-Year Budget Review. Informational Item Only.

GM Hagemann reported that District remains in a consistent and secure financial position. Estimated fiscal year tax revenues are anticipated to come in slightly above budget; water and sewer revenues are projected to come in on budget; and interest income is projected to come in at approximately $60,000 over the budgeted amount due to the higher interest rates.

Total operating expenses are slightly below the benchmark for the first half of the fiscal year. Staff anticipates operating expenses for wages and benefits will be above budget. However, those increased costs will be off-set by a significant decrease in contract operations and maintenance costs.

This was an information only item. No action was taken by the Board.

B. Annual Review of the District By-laws.

In accordance with District Policy, the Board reviews the District By-Laws each year to ensure that the By-Laws comply with any new legal requirements, and that they meet the current needs of the District. Additionally, the District's insurance carrier (SDRMA) also provides "Credit Incentives" to our liability insurance premium if the Board conducts an annual review of the By-Laws. District legal counsel suggested a couple minor changes to the By-Laws and the Board had no suggested changes. A motion was made by Director Janowicz to adopt the changes recommended by Legal Counsel. The motion was seconded by Director Kennett and passed with a roll call vote 3 – 0.

AYES: John Janowicz
Howie Kennett
Pete Kelley

NOES: None

ABSENT: Kristin Berry
Ara Najarian

C. Summary Report of the WWTP Improvement Project. Informational Item Only.
GM Hagemann summarized the staff report noting that the engineering and construction cost of the Membrane Bioreactor Unit (MBR) project was:

Total Project Construction and Engineering Costs: $3,937,000

Hagemann also noted that the MBR unit has been delivering a very high-quality effluent. Cloacina is still working on completing a few punch-list and warranty items. The MBR unit effluent quality greatly exceeds the District's current permit effluent discharge limits. In addition, these improvements will likely provide opportunities for the District to recycle the treated wastewater on the nearby golf course and/or other potential irrigation uses.

COMMUNICATIONS/CORRESPONDENCE.

South County Sanitation Clean Up Weeks: March 18th – 22nd & October 21st-25th, 2024.

ADJOURNMENT: The meeting was adjourned at approximately 1:47 PM.

The next meeting is scheduled for Tuesday, March 12th, 2024, at 1:00 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