

MINUTES OF SPECIAL BOARD OF DIRECTORS' MEETING
Avila Beach Community Services District
Tuesday, Nov 18th, 2025
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 1:00 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 Kristin Berry Howie Kennett John Janowicz
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Board Members Present via Zoom:	None
Board Members Absent:	Ara Najarian

Staff Present:	Brad Hagemann, General Manager Kristi Dibbern, Office Manager
Operations:	Shawn Powell, Chief Plant Operator
Legal Counsel via Zoom:	Craig Parton from Price, Postel, & Parma

3. PUBLIC COMMENTS - None

4. INFORMATION AND DISCUSSION ITEMS

GM Hageman reminded the Board Members to RSVP for the Garbagemen's Cocktail Party on Friday, Dec. 12th Embassy Suites from 6:30 pm – 8:30 pm.

President Kelley mentioned the earthquake in Templeton was reported to have a magnitude up to 4.1 within a 63 miles radius. Also, three and three quarters of an inch of rain has fallen since last week.

A. County Reports

Cal Fire: Chief Lee reported 41 calls for service of which 28 were medically related. One water rescue took place in the City of Pismo Beach. Watercrafts and the Port San Luis Harbor Patrol participated in this rescue. Cal Fire is conducting annual surf rescue training in the ocean this month. Chief Lee reminded the Board and public to check for visibility of your house numbers. Please be sure to have your numbered address visible from the street for emergency services.

Sheriff's Report: No Report.

5. PUBLIC COMMENT ON CLOSED SESSION ITEM

None.

5. CONSENT ITEMS:

After Board discussion and no public comment, Director Janowicz made a motion to approve the Consent Items. Director Berry seconded the motion, and it passed with a roll call vote 4-0.

AYES John Janowicz
 Kristin Berry
 Howie Kennett
 Pete Kelley
NOES: None
ABSENT: Ara Najarian

5A. PULLED CONSENT ITEMS: None

7. BUSINESS ITEMS:

7A. Local Fire Code Update, Ordinance No. 2025-01 Every three years the California Building Code Commission updates the State Fire Code. Cal Fire/County Fire Marshal Kevin McLean presented the First Reading of the Ordinance, highlighting the Fire Code changes with a Power Point presentation. The Board provided an opportunity for public to express concerns and for staff to respond to comments. The Board directed staff to move forward with the provided revisions to the District's Fire Code in Ordinance No. 2025-01 and set the hearing date for January 13th, 2026.

7B. Consider Awarding a Contract for preparation and painting of the interior and exterior of District Office located at 100 San Luis Street, Avila Beach.

GM Hagemann summarized the staff report. Staff recommended the Board award the project to New Life Painting as the most responsive and cost-effective proposal. Director Berry made a motion to award the painting project to New Life Painting Co. Director Kennett seconded the motion, and it passed with a roll call vote 4-0.

AYES: Kristin Berry
 Howie Kennett
 John Janowicz
 Pete Kelley
NOES: None
ABSENT: Ara Najarian

7C. Request for Consideration of Waiving Sewer Fees from Mr. Douglas Paulk, 217 San Miguel Street.

GM Hagemann summarized the staff report and responded to Board members questions. Director Janowicz made a motion to reduce Mr. Paulk's water bill in accordance with District Policy. Director Berry seconded the motion, and it passed with a roll call vote 4-0.

AYES: John Janowicz
 Kristin Berry
 Howie Kennett
 Pete Kelley

NOES: None
ABSENT: Ara Najarian

7D. Election of Officers and Board Committee Appointments for 2026 By acclamation the Board of Directors decided President Kelley would remain President of the Board, Ara Najarian would remain Vice President and the committee appointments would not change.

Finance: Directors Kristin Berry, Ara Najarian
Personnel: Directors Pete Kelley, John Janowicz
Facilities: Directors Pete Kelley, Howie Kennett
Drought: Directors Ara Najarian, John Janowicz
SMMWC Wastewater Alternative: Directors Pete Kelley, John Janowicz, & Kristin Berry alternate

7E. Review/Approve 2026 Board Meeting Schedule

After discussion, the Board directed staff to calendar the 2026 as proposed in the staff report.

8. Public Comment on Closed Session – No Comments

9. CLOSED SESSION

The Board convened to Closed Session at 1:50 PM to discuss the following items:

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2). Number of cases: One.

10. REPORT ON CLOSED SESSION/ANNOUNCEMENT OF ACTION, IF ANY, TAKEN IN CLOSED SESSION.

The Board returned to the open session at 2:10 PM. No reportable action was taken by the Board of Directors during the closed session.

11. Communications and Correspondence.

The regular Board of Directors Meeting for December is cancelled. The next regular Board Meeting will take place Tuesday, January 13th at 1:00 P.M.

12. ADJOURNMENT: The meeting was adjourned at approximately 2:12 PM.

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

Respectfully submitted,



Brad Hagemann, PE
General Manager