A regular meeting of the Templeton Community Services District was held on Tuesday, January 7, 2020 at 7:00 p.m. in the District’s Board Meeting Room of the Templeton Community Services District located at 206 5th Street, Templeton, CA.

Call to Order: 7:00 p.m.

Roll Call:
Present: Directors Fardanesh, Jardini, Logan, Petersen and English.

Staff: General Manager Jeff Briltz, District Engineer Tina Mayer, Fire Chief Bill White, Fire Captain Brandon Wall, and Board Secretary Laurie Ion.

Audience:

Order of Business: No changes were made to the order of business.

Special Reports and/or Presentations: None.

Public Comment:

Consent Agenda:
Director Jardini inquired about Consent Item b - Riparian Agency Agreement (Rice, DeLore and Fredrick) with regards to riparian water and the District’s Buffer Supply Policy. District Engineer Mayer and General Manager Briltz advised that riparian water is tracked and separately tabulated from the District’s other water resources.

Director Logan made a motion to approve Consent Agenda Items a-e.
   a. Minutes: Consider adoption of the minutes of December 17, 2019.
   b. Riparian Agency Agreement (Rice, DeLore and Frederick): Consider approving an updated Riparian Agency Agreement between TCSD and John Rice, Michael Frederick,
and John and Kathleen DeLore - located at APN 040-142-022
and authorize the Board President to sign.
c. **Strategic Planning Workshop – Date Change:** Consider
rescheduling the 2020 Strategic Planning Workshop from
d. **Fire Department – Handheld Radios and associated
Accessories:** Consider approving a budget amendment to
authorize the purchase of six new Motorola APX 6000
handheld radios and associated accessories.
e. **Fire Department – Computer Purchase:** Consider
approving a budget amendment to authorize the purchase
of a new office computer.

Director Petersen seconded the motion.

Roll Call Vote - Ayes: Logan, Petersen, Fardanesh, Jardini and English.

President English reviewed the following Norms:

**COMMUNICATION & RELATIONSHIP NORMS**
- Articulate thoughts professionally and respectfully.
- Create an environment that promotes trust, respect and
  appreciation between the Board, Staff, Consultants, and citizens.

**Business**

**Budget Amendment – Authorization to fill Full-Time Fire Chief Position:**
General Manager Briltz advised the Board that on December 19th the City of
Atascadero had informed him that they were no longer interested in the
concept of providing fire administration to Templeton Fire and Emergency
Services. GM Briltz further advised the Board that in reviewing the options
available to the District that he did not believe it would be feasible to
recruit for a part-time Chief. He was therefore requesting authorization
from the Board to fill a full-time Fire Chief’s position. He indicated that if
staff began an immediate recruitment that a hire could possibly be made by
April.

President English asked if there were any consequences based on the
passing of Measure A in regards to the Fire Department not being fully
staffed by this summer. GM Briltz advised him that there were no
consequences other than the information that was provided to the public
during the Measure A education outreach. He noted that the District would
begin receiving funds for Measure A as of December 2020. President
English asked if the Department could go into a deficit by hiring a full-time
Chief. GM Briltz advised him that would not occur.
GM Briltz reminded the Board that the District had pursued a recruitment in 2014/2015. At the conclusion of that recruitment the Board decided not to hire a full-time Fire Chief. He indicated it was his intent to develop a recruitment plan, accept applications, and prepare a selection process.

Director Petersen asked if there was a risk of not attracting highly qualified candidates. GM Briltz advised him that the District had received applications from qualified applicants during the last recruitment. He believed that this would occur again. He noted that the Fire Department today has more staffing and resources and, as such, is much more appealing. He noted however that he could not speak as to how competitive the District would be in comparison to other agencies.

Director Logan said she believed the District should begin the process now to allow adequate time to find the right candidate. District Jardini echoed Logan’s statement. Vice-President Fardanesh agreed but suggested that some feelers be put out for a ¾ time chief.

GM Briltz said it was his recommendation to recruit for a full-time Chief. He said that the passage of the Public Employees’ Pension Reform Act (PEPRA) has impacted the way retirees may work. He noted that under the new law retirees would be ineligible for consideration.

President English agreed that it was time to move forward. He was in favor of hiring a full-time Chief. He believed that a full-time Chief would benefit the Department in creating a positive culture, as well as, being available to the community at large.

Vice-President Fardanesh made a motion to approve the Budget Amendment authorizing the full-time Fire Chief position to be filled.

Director Logan seconded the motion.

Roll Call Vote – Ayes: Jardini, Logan, Fardanesh, Petersen and English.

Internal Committees of the Board & External Standing Committees:
President English announced his appointments for the Internal and External Committees/Organizations. He noted that he assigned the top two requested priorities of each director.

Community Facilities District (CFD) In-Lieu Option Guidelines: District Engineer Tina Mayer reviewed proposed guidelines that would allow parties with small projects to request a One-Time Fee In-Lieu of Annexation into the Community Facilities District CFD 2017-01 (Public Services). She indicated that the Board had received such a request in November of 2019.
Mayer indicated that she had prepared guidelines that incorporated the Board Member's comments from the November meeting. She further advised that the option of providing an in-lieu fee had been reviewed by District's Legal Counsel.

Vice-President Fardanesh asked about the possible incorporation of a CPI when doing the calculation. Mayer advised that the calculations would be done at present day values. GM Briltz also noted that the requests would still go before the Board for their review and approval. Director Jardini asked if the fee would be split (70/30) between the Fire and Recreation Departments. She noted that she had a concern in how much money the Recreation Department would receive as they were running in a deficit. She also noted that the Fire Department will now be receiving funding from Measure A so she felt it was appropriate to consider a higher percentage for the Recreation Department. She also asked why staff had prepared guidelines versus a policy.

GM Briltz noted that in November they had not discussed the split for the in-lieu fee request, hence the reference to them in the guidelines. He also advised that guidelines provided the Board with more flexibility versus a policy which would be rigid. Director Jardini asked that the CFD percentages be addressed in the future. GM Briltz indicated that the District might receive CFD monies in July but it was possible that it could still be a year or two out. He noted that the Board would approve where funds go through the budget process. He also indicated that the Board could alter the verbiage and insert where the fees may be used.

Director Logan thanked Mayer for her presentation. She said she agreed with Director Jardini in regards to looking at the percentages. And, she liked the verbiage that provided more flexibility in making determinations as requests came through.

Vice-President Fardanesh asked if there had been discussion on whether or not 100% of the CFD monies would go to Fire. GM Briltz advised that he would need to review the financial model and the discussions that took place at that time. He indicated that currently 72% of the property tax revenue goes to the Fire Department. After further discussion GM Briltz suggested the following verbiage: The Board of Directors shall determine the use of funds at the time of consideration.

President English asked what occurs if the applicant does not make the payment during the required three-month payment period. Mayer advised that staff will hold onto the final will serve letter until the payment is received.
Director Jardini made a motion to adopt the proposed guidelines for requesting a one-time fee in-lieu of annexation into the Community Facilities District CFD 2017-01, and the guidelines as laid out be adopted with the change to the line regarding in-lieu fee payments shall be credited 70% to the Fire fund and 30% to the Parks and Recreation fund but instead should read at the time of approval of the in-lieu fee that the Board shall determine the disbursement of the funds.

Vice-President Fardanesh seconded the motion.

Roll Call Vote - Ayes: Jardini, Fardanesh, Logan, Petersen and English.

General Manager's Report:
General Manager Briltz reported on the following item:
- CSDA - SLO County Chapter Meeting: The Annual Meeting will be held on Thursday, January 30th
- Copper Level Testing - Water Supply: GM Briltz advised that the District received a citation from the Water Board. The District is required to do a copper test every three years. Due to a clerical error we missed the 2019 date. The test will be done in 2020.
- Proposition 84 Grant: The District has now received 90% of the monies ($2.6 million).

Committee Reports:

Administration/Finance Committee (January 6, 2020): President English reported that the Finance Committee had met and discussed the following items:

  o Compensation Study: It was challenging to find 10 agencies that could be compared to the District. The Committee decided upon Cambria CSD, Grover Beach, Morro Bay, Oceano CSD, Los Osos CSD, Greenfield, Guadalupe, Gonzales and Vandenberg Village CSD. GM Briltz noted that for agencies that contract fire services that the comparisons would be with Five-Cities Fire Authority or CAL-Fire.

  o Board Room Upgrades: The Committee reviewed the need for a technology upgrade that would allow video conferencing. They prioritized video conferencing, new sound system, TV’s and projection. It was also noted that funding for new tables would be placed in the new fiscal year budget.

Templeton Area Advisory Group (TAAG) (December 17, 2019): Director Jardini reported that TAAG did not have a quorum at their last meeting. SLO
County Legislative Assistant Vicki Janssen advised the members that a new hemp ordinance is now on the County’s website. An Accessory Dwelling Unit ordinance will be heard by the Board of Supervisors on January 28th.

Staff Reports:
- Utilities

Director’s Comments:
Director Jardini advised the Board that the 7th Day Adventist Church has a community farm/greenhouse. She indicated that they hoped to serve the local population at no charge. She further advised that they have extended an invitation to the Board of Directors for a tour.

Director Jardini advised that she would not be present at the January 21, 2020 board meeting.

President English thanked staff for the “Notify Me” article that was published in the recent Templeton Magazine. GM Britz advised the Board that the District does not handle the timeline for the magazine. He noted that they had hoped for an earlier publication date.

President English asked that a workshop on Incorporation be held on Tuesday, February 4, 2020 at 6 p.m. He noted that this topic would be for information, only. He also noted that David Church, Executive Director of the Local Agency Formation Commission would be present. English asked staff to prepare a press release on put it on the District’s website. After additional discussion staff was asked to invite/notify the following groups/people:
- Chamber of Commerce
- Hospital Administration
- Board of Realtors
- Templeton Unified School District Board of Trustees
- 1st District Supervisor Peschong

Director Jardini suggested that posters be made and placed along Main Street. President English noted that copies of the meeting notice can be provided to the Board. He noted that the Board may then reach out to their contacts.

Adjournment: The Board meeting adjourned at 8:07 p.m.

Respectfully submitted,

\[Signature\]
Laurie Ion, Board Secretary