A regular meeting of the Templeton Community Services District was held on Tuesday, March 3, 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 Petersen, Logan, Jardini, Fardanesh, and English.

Staff: General Manager Jeff Britlz, Fire Chief Bill White, Fire Captain Brandon Wall and Board Secretary Laurie Ion. Legal Counsel David Hirsch was also present.

Audience: Joe Watje, Sheriff Sargent Mark Lyons, and Templeton Chamber of Commerce Executive Director Jessica Main.

Order of Business:
President English asked that updates from the Sheriff and CHP representatives take place before the Fire Oath & Pinning Ceremony.

Special Reports and/or Presentations:
Sargent Lyon advised the Board that there were 300 calls made (February 3 to March 3). He noted that 49 reports specifically addressed theft and drug use issues. He further advised that the Sheriff’s Department had seen an increase in identity theft as people were now receiving their W-2s. He indicated that due to this there is an increased amount of mail theft, particularly in the rural communities.

Templeton CHP Commander Kevin Coomer introduced himself to the Board. He advised that he has replaced Lt. Commander Dan Hart who retired in December. He further advised that the Templeton Office has had a staffing shortage. They are currently using Officers from the San Luis Obispo Administrative Office. He anticipated an additional five officers would be on board shortly. Coomer advised that his Office had submitted a Safety Article addressing School Zone Safety to the Templeton magazine.
Oath and Pinning Ceremony: Chief White introduced the newest Fire Member Jordan Stewart to the Board. He gave the Board an overview of Stewart’s background. Chief White administered the Oath of Office and invited Stewart’s girlfriend to pin him. The Board and audience congratulated Stewart.

President English asked for an update on the Leukemia and Lymphoma Society Stairclimb. Fire Captain Wall advised him that the Stairclimb had been postponed due to concerns regarding the Coronavirus. He advised that it would be held at a future date (to be determined).

Public Comment:
Templeton Chamber Executive Director Jessica Main said she appreciated attending the Board’s Strategic Planning session on Saturday, February 29th. She said she was encouraged about the discussion of future water workshops. She said she would be willing to help spread the word to the local business community.

Consent Agenda:

Director Jardini asked that the minutes of February 18, 2020 be pulled as she was not present at the meeting.

Director Logan made a motion to approve Consent Agenda Items a, c and d.

a. Minutes: Consider adoption of the minutes of February 4, 2020 (Workshop).

c. Fire Department Budget Amendment: Consider a budget amendment in the amount of $4,105 for the purchase of Image Trend a system used for documenting and tracking all calls.

d. Wastewater Budget Amendment: Consider a budget amendment in the amount of $15,000 for the purchase of sulfuric acid for treatment purposes.

Director Jardini seconded the motion.
Roll Call Vote: Ayes - Logan, Jardini, Petersen, Fardanesh, and English.

Director Logan made a motion to approve Consent Agenda Item b.


Director Petersen seconded the motion.
Roll Call Vote: Ayes - Logan, Petersen, Fardanesh and English.
Abstain: Jardini.

President English reviewed the following Norms:

**PROCESS & RELATIONSHIP NORMS**
- The Board is committed to a high level of public engagement, public participation, and transparency.
- Fundamental agreement that the focus of TCSD's mission is its accomplishments and future vision that meets the needs of its customers.

**Business**

*Use of Solid Waste Franchise Fees:* General Manager Briltz advised the Board that this subject had been reviewed by the Administrative and Finance Committee. At that time the Committee had inquired about options and alternatives for using the Solid Waste Franchise Fee revenue in a broader way. District Counsel Heather Whitham had opined that the District had the discretion to use the funds for other purposes. GM Briltz reported that the fund currently had a balance of more than $600,000. He indicated that it was not serving a significant purpose.

GM Briltz reported that the Administrative and Finance Committee had discussed paying down the Administration Fund's Other Post-Employment Benefits (OPEB) liability. He noted that this would provide a savings to all District Funds. The Committee had also discussed using a portion to offset the Parks and Recreation Department's deficit.

GM Briltz advised the Board that District resident Greg O'Sullivan had questioned the legal opinion. O'Sullivan said he believed it had been reviewed in the past. GM Briltz advised the Board that he had reviewed past files and did not find a reference to the Solid Waste Franchise Fee limitations. Mr. O'Sullivan had sent correspondence to GM Briltz protesting any change to the use of the franchise fees.

GM Briltz advised the Board that he had reached out to Legal Counsel David Hirsch, Carmel & Naccasha, and asked if he shared Whitham's opinion. Hirsch indicated that he did share the same opinion.

Director Fardanesh asked what other agencies do. Legal Counsel Hirsch advised the Board that what was being proposed was a very common practice by other public agencies (cities/special districts).

Director Logan asked if Solid Waste Funding would continue with ongoing programs. GM Briltz advised her that the Administrative and Finance
Committee had not recommended the elimination of any current services / programs. Logan asked if line items would still be shown in the budget. GM Briltz advised her that they would. Director Jardini indicated her questions were similar to Director Logan. She said she was in favor of paying down the Administrative OPEB amount and supporting the Parks and Recreation deficit. Discussion ensued for a period time regarding the benefits of paying down the Administrative OPEB Fund.

President English noted that the correspondence they had received referenced the need for a Redemption Center. GM Briltz advised the Board that the closing of Redemption Centers is a Statewide issue. Director Logan concurred and indicated that as of August 2019 over 300 recycling centers had closed. She said she believed Mr. O’Sullivan’s desire to have a Redemption Center was something that would require legislative effort at the State level. GM Briltz advised the Board that staff had researched this issue three years ago and the only location in Templeton that qualified for a Redemption Center was at the Trader Joes Center. Trader Joes had advised staff they were not interested in a Center at their location.

Vice-President Fardanesh noted that paying down the Administrative OPEB Fund tied in with the District’s Strategic Financial Policy. GM Briltz concurred. GM Briltz also advised that he had reached out to Mid-State Solid Waste and Recycling and they advised that they were neutral on the use of the Solid Waste Franchise Fees.

Discussion ensued with Board Members noting that the use of Franchise fees by other agencies is a common practice. There was consensus that the Board desired the current programs to continue as is. Director Jardini suggested that the Parks and Recreation Department be made whole for Fiscal Years 20/21 and 21/22. She agreed with all other recommendations.

Vice-President Fardanesh recommended that Parks and Recreation be made whole for the current Fiscal Year and 20/21. He believed the remainder could be used for the Administration OPEB Fund. GM Briltz noted that he believed the ongoing Franchise Fees would be approximately $24,000 per year. He further noted that this amount of money would put a big dent in the Parks and Recreation Operating Fund deficit. He advised the Board that they could make a budget amendment for Parks and Recreation this current Fiscal Year.

Vice-President Fardanesh said he was a proponent of making the Parks and Recreation whole this year, and proposed having the Administrative and Finance Committee review the remainder of the Fund and make recommendations back to the Board. Director Petersen agreed that it should
be sent to the Finance committee. He also agreed with making Parks and Recreation whole this year and paying down Administration’s OPEB Fund.

President English asked how much funding was in the Solid Waste Fund for the existing grant program. GM Brititz advised that there was $15,000 allotted for this year’s program. To date they only had one party requesting a grant of $5,000. President English commented that the grant money could be used for other Solid Waste Activities.

President English stated that it was the Board consensus to roll the Solid Waste Fund to the Parks, Recreation and Refuse Fund, and to have the Finance Committee review the Administrative OPEB Fund, as well as to keep the current programs in place. He noted that the remaining monies from Franchise Fees could go towards Parks and Recreation expenses. The Board concurred and asked that staff proceed with a Budget Amendment for Parks and Recreation and place it on an upcoming agenda.

Fire and Emergency Services Annual Report (2019): Chief Bill White provided the Board with the 2019 Fire Department Annual Report. He noted that the most notable highlight was the passage of Measure A. He reported that calls for service continued to increase each year. He advised that this year (2019) the Department ran 998 calls. This was an increase of 68 calls from 2018. Chief White advised the Board that the Nighttime Per Diem Coverage was still going strong. He indicated that there had only been three nights without coverage. Of those three nights there was only one call for service that required off-duty personnel to respond from home. Chief White advised that training hours continued to increase. He further advised that he anticipated an increase in rough-in inspections in 2020.

Director Petersen asked if parties were charged for false alarms. Chief White indicated that there was a mechanism in place, however to date they had not charged. He said they had discussed utilizing a third-party billing company but there had not been enough false alarms to justify the cost.

Director Jardini inquired about the use of Instagram. Chief White advised that he utilized both Instagram and Twitter on behalf of the Department. Director Jardini asked if photos of donated equipment and thank you letters were sent out when the Department received donations. Chief White advised that if there was a big photo opportunity then pictures were taken. However, if there was not a photo op, he sent out a handwritten thank you letter along with the copy of the donation receipt.

Vice-President Fardanesh inquired about the status of the new engine. Chief White advised that the manufacturer had taken it to a Las Vegas trade show. He indicated that they had advised him it needed a few minor tweaks but they
would be delivering it in the near future. White indicated that he would meet with Laurie Ion to prepare a press release when it’s delivered.

Director Jardini made a motion to receive and file the 2019 annual report and to utilize the information to monitor fire and emergency service response and program management annually.

Director Logan seconded her motion.
Roll Call Vote - Ayes: Jardini, Logan, Petersen, Fardanesh and English.

General Manager’s Report:
GM Briltz reported on the following items:
1. Strategic Planning Workshop Strength, Weakness, Opportunity and Threat (SWOT) information had been sent to Consultant Jim McComb.
2. TCSD Main Office Ballot Drop-Off Box had been delivered to County Elections Polling Place (Templeton Community Center). He estimated that approximately 300 ballots had been delivered to the drop-off box.

Committee Reports:
Templeton Area Advisory Group (TAAG) 02/20/20 meeting. Director Logan provided the Board with a report on same. She advised that the Gateway Project EIR was now on-line. There would be a presentation on the project at TAAG’s 03/19/20 meeting.

Nacimiento Commission - 02/27/20. Director Petersen was appointed to Chair the Committee for 2020. Petersen advised that the current line break should be repaired by April. He further advised that the Water Sales Program was being delayed due to an issue with the permit held by Monterey County.

Staff Reports:
- Engineering
- Finance
- Fire

Director Jardini noted that since the credit card charge had been implemented that over 140 people have elected not to pay by credit card. GM Briltz advised the Board that they had had many people sign-up for bank drafts.

Director’s Comments:
1. President English advised the Board that there was a BBQ fundraiser for Olivia Sartain scheduled on March 14, 2020.
2. English advised that the County would be providing a presentation on the County’s draft Housing Element after the draft had been released (April or May).
Director Logan advised that the Shade Cover Dedication Ceremony would be held on Saturday, March 14, 2020 at the Evers Sports Park during Softball Opening ceremonies.

**Adjournment:** The Board meeting adjourned at 8:42 p.m.

Respectfully submitted,

Laurie Ion, Board Secretary