A regular meeting of the Templeton Community Services District was held on Tuesday, May 5, 2020 at 7:00 p.m.

Note: In accordance with the Governor’s Executive Order No. N-29-20, dated March 17, 2020, the meeting was conducted by teleconference, only. The District Boardroom was closed to the public. The public was provided a Zoom phone number (1-669-900-6833/Meeting ID# 860 8080 9140 and Password #078707) that allowed them to participate in the meeting via Zoom to enable them to be heard on all matters on the agenda.

Call to Order: 7:10 p.m.

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

Staff: General Manager Jeff Briltz and Board Secretary Laurie Ion participated via Zoom.

Audience: Lt. Commander Kevin Coomer, Templeton CHP Department, Charlotte Holifield, MPP - CSDA Coastal Network Public Affairs, Louis Linney, Vice-President (Coastal CA) TNT Fireworks, Templeton Education Foundation Representative David Needleman, Central Coast Center for Spiritual Living Representative (Gina), Templeton 4th of July Community Booth Representative Malcolm Pickett and Nanette Fisher – Soaring Eagle Press.

Order of Business:
No changes.

Special Reports and/or Presentations:
Lieutenant Kevin Coomer, CHP Commander gave an update. He indicated that there were three new officers as of April 1st. They will be adding three more officers to the roster on July 1st.

In regards to COVID-19 their lobby remains closed to the public. The public is encouraged to call in. They are not installing car seats at this time.
Traffic volume is down but speed has increased significantly. There have been two fatal accidents in the last two months due to speeding. They have now increased their social media output on this subject. The CHP is not enforcing the Shelter at Home order.

Charlotte Holifield, Field Representative for the CSDA Central Coast Network introduced herself. She advised that CSDA was hosting a free webinar (Best Practices Reopening Public Agencies) on May 21st.

**Public Comment:**
None.

**Consent Agenda:**

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

a. **Minutes:** Consider adoption of the regular meeting minutes of April 21, 2020.

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

**PROCESS AND RELATIONSHIP NORMS**

➢ The Board and Staff are committed to TCSD’s mission and to work as a team.
➢ Fundamental agreement that the focus of TCSD’s mission is its accomplishments and future vision that meets the needs of its customers.

**Business**

**COVID-19 Status Update:** General Manager Briltz provided the Board with a status update as follows:

- San Luis Obispo County released a draft Start Plan on May 1st. They were not certain when it would be approved. They were waiting for additional guidelines from the State but they hoped it would be self-certified so they could proceed.
- Phase I does not allow for sports or concerts. Phase II limited gatherings to 50 people and it was unknown when it would begin.
- Staff is currently addressing enhancements to offices.
- Staff is examining if they can open Tom Jermin Sr. Park Playground and the Skate Park. There is a conflict between County guidelines and those of the National Parks and Recreation Association (NPRA). If the parks were open the District would need to somehow disinfect the playground structures. The issue at the Skate Park is the gathering of groups/people.
Director Jardini asked if Phase II could potentially allow soccer to move forward as there were approximately 28 players per team. The number of parents on the field could potentially be restricted to stay under 50 people. GM Briltz advised that staff was reviewing the possibility. He noted when groups of 50 were permitted that Softball could potentially begin. Director Jardini asked who would certify the County's plan. GM Briltz advised that the County Health Officer and the Board of Supervisors must approve the plan in order to be self-certified.

Director Logan noted that under the County's plan it was not clear what their start date would be. GM Briltz indicated that Day 1 could be on Friday, May 8th or potentially the following week. He indicated that the EOC is waiting for the State's criteria to ensure they do not need to make a plan revision.

President English noted that under Phase I the County would have to meet the 30-day requirements before moving into Phase II which would then require another 30-day set of requirements before being able to move into Phase III. GM Briltz agreed and noted that the earliest the County could achieve Phase III would be July 7th if all moved forward to plan without set-backs.

Fireworks Booth Permits: GM Briltz advised the Board that in March, due to COVID-19, that the District had extended the Fireworks Booth applications to April 30th. He reported that the District had received four applications, three of which were incomplete as they could not get information from the County due to the County's Offices being shut down to the public. Staff anticipated them getting the information without issue once County Offices were reopened.

GM Briltz indicated that one concern is how fireworks would be sold to the public as the County's and Governor's Plan would need to change the Shelter at Home Order. He noted that the booth operators would need to address how to manage crowd control/social distancing. He also noted that fireworks were not an essential service but retail was anticipated to open in the near future. He indicated that if families were to use fireworks in the privacy of their backyards or driveways that there should be no issue with the number of people that gathered. He noted that Block Parties could potentially be under 50 people. However, staff was concerned that as neighboring communities did not allow fireworks that their constituents/outside users, would come into the District to purchase fireworks. This has been a common pattern each year. That people from out of the community come, purchase fireworks and stay and light them off at Templeton County Park. Under the County's guidelines such crowds would not be permissible. He indicated that
staff had reached out to the County to work on a plan to address the issue. GM Briltz also advised that the Chamber of Commerce as of a week ago had hoped to hold the 4th of July in the Park event. It now seemed unlikely due to the 60-day timeline.

Staff has reached out to the County but they indicated they do not yet have a plan for the Park.

GM Briltz advised the Board that they had several options. These included:
- Take no action and proceed as usual.
- Direct staff to issue permits and work with the County to reduce the population at Templeton County Park. He noted that this could be challenging.
- Suspend Fireworks sales due to the Board determining that there were too many risks. (He had inquired with other jurisdictions as to whether or not they would be canceling but no one had cancelled to date.)

Vice-President Fardanesh voiced a concern being able to meet the group restrictions under Phases I, II and III. He noted that many of the fireworks booth volunteers are elderly and their health could be compromised.

Director Logan noted that fireworks vendors would need to meet the County and State's guidelines and advise the volunteers/public accordingly. She voiced a concern in regards to the large number of people that go to Templeton County Park to light off fireworks.

GM Briltz advised the Board that staff had reached out to the County for their input, but to date staff had not received any feedback.

Director Jardini noted that fireworks vendors could post signs on their booth with a notice that there would be no fireworks at Templeton County Park. She suggested the vendors pay for the signage and possibly yellow caution tape. She asked if the vendors would consider paying for security guards. And, she also asked if the vendors have website to do on-line ordering to avoid people congregating at the booths.

President English asked if the District could prevent people for using their fireworks in certain areas. GM Briltz indicated that Board could consider amending the ordinance in the future to include verbiage addressing that suggestion. However, any current changes would rely on the District’s current resolution that addressed COVID-19. GM Briltz indicated that any changes to Templeton County Park’s use would have to be addressed by San Luis Obispo County.
Public Comment:
David Needleman, Templeton Education Foundation (TEF). Mr. Needleman advised that the TEF booth could amend their maps and flyers to address Templeton County Park being off limits. He advised the Board that TEF had been discussing on-line sales. They would also be willing to put caution tape out in areas of non-use.

Louis Linney (TNT Fireworks) said he had been watching State developments. They have a COVID-19 plan. People will be wearing masks, cleaning their hands (hand sanitizer/hand washing stations) and enforcing social distancing. He noted that Templeton has a unique situation wherein outside users come into the community. He said TNT would be willing to provide signage for their booths at their cost in English and Spanish. He indicated they could at their cost provide yard signs with messaging and caution tape for the County Park. He advised that in regards to security it would not be appropriate for volunteers to do crowd control.

Gina - Central Coast Center for Spiritual Living. She said they were grateful to be one of the few fireworks vendors able to participate. She said she appreciated TNT's offer to assist with the Templeton County Park issue. She asked TNT to reach out to them in regards to on-line sales information. She agreed that there would be a challenge in manning the booths due to age concerns (elderly volunteers).

Malcolm (Mick) Pickett, Templeton 4th of July Community Booth. He indicated that he represented the 12 non-profit groups that participated in one of the four fireworks booths. He said customers would be provided a clipboard to make their choices. The items would be bagged and passed out to the purchaser. He said they were willing to provide information as to where people could light the fireworks off. He said they were also open to yard sign placement. Lastly, he advised that as a licensed Security Guard, he would not recommend security guards being hired to oversee Templeton County Park. He indicated that park closures or restrictions would need to be addressed by law enforcement.

Board discussion ensued for a period of time. Director Logan said she appreciated the public's input. And, it appeared that TNT Fireworks had developed an appropriate protocol. She also appreciated their offer to put signage out in the parks. She said she was in favor of issuing the fireworks vendor booth permits.

Director Petersen said he commended the work that the non-profit groups do to fundraise via the sale of fireworks. He noted that the District did not have personnel to oversee Templeton County Park. He said he was concerned about fireworks use at that location.
President English said he was in favor of issuing the fireworks booth permits. He believed people should be responsible for their own actions.

Director Jardini thanked the public and TNT Fireworks representatives for their input. She recognized that security and enforcement could be difficult at the County Park. She said she was in favor of having signage at the County Park, i.e. gatherings are discouraged due to COVID-19. She would also like signage on the fireworks booths and information (flyers) handed out with each sale.

Vice-President Fardanesh said he appreciated the charitable works that the non-profits did in the community. He recognized that fireworks sales were the main fundraiser for most the groups. He said he was concerned with fireworks being discharged at the County Park. He noted people have a tendency to be close to one another at the park. He said he was uncomfortable with outside people coming into the community. He would be in favor of law enforcement at the park.

President English noted that the Board majority was in favor of the continued sales of fireworks and reaching out to the County for solutions addressing Templeton County Park.

Director Jardini made a motion to approve the sales of fireworks with COVID-19 safeguards as outlined by TNT. Each booth should have a large sign noting no fireworks at Evers Sports Park, Bethel Park, and Templeton County Park. Yard signs should be put out a week in advance at the parks recommending that fireworks not be used at the locations. Booths should try on-line sales and deliveries to reduce crowds. And, staff should work with the County on law enforcement being utilized.

Director Logan said she agreed in general with the motion but proposed changes.

Director Logan made a motion to approve the sale of fireworks, approve fireworks booth permits in compliance with the County’s COVID-19 plan. The County park would be closed on the condition that the County was comfortable with TNT’s proposal to provide signage about gatherings. The same signage would be displayed at the booths.

GM Briltz advised the Board that the County has not yet determined what their COVID-19 rules were. As such he suggested that permits be issued by groups complying with County and District guidelines. TNT would need to be responsible for public education and outreach.
Director Petersen asked what would occur with the County or State prohibited fireworks. GM Briltz noted that the State/County has the authority to impose a Shelter at Home Order if cases increase.

Director Logan revised her motion as follows: Approve fireworks booth permits and proceed with the firework sales, provided sellers could comply with expected safety standards during retail sales, and that TNT would work with the District to comply with County and State COVID-19 requirements. The District would orchestrate calls with TNT and the County to develop and implement a plan for Templeton Park that could include TNT providing signage, and other measures that the County requests, if deemed appropriate.

Director Fardanesh seconded the motion.

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

Strategic Plan – Development of Key Performance Indicators and Plan Adoption: GM Briltz provided the Board with an overview of the draft 2020-2023 Strategic Plan. He noted that the plan had been updated following the March 17th Board meeting. He indicated that the Board should discuss the changes and concur that they were made correctly. They also needed to review the Key Performance Indicators (KPIs) addressed on pages 18-21.

The Board reviewed the first Water Strategic Goal. It was the Board’s consensus that the 1st Water Strategic Goal needed to be completed by 06/30/23. It was also Board consensus under the second Water Strategic Goal to have a completion date of 06/30/23.

The Board reviewed the first Wastewater Strategic Goal and the three KPI’s associated with it. The Board concurred with the KPI’s and dates.

The Board reviewed the second Wastewater Strategic Goal and the two KPIs thereof. Discussion ensued on the number of businesses not permitted, timelines for inspections, and the need for cooperation from the business community. It was the Board’s consensus to strike “100% of” from the first and second KPIs. The second KPI was rewritten as follows: Each year, all permitted facilities are inspected and provided with related source control educational material.

No changes were made under the Compliance Strategic Goal and its two KPIs.

The Board reviewed the first Parks & Recreation Strategic Goal. It was the Board’s consensus to delete the date referenced under the goal and leave the 3 KPIs as written.
The second Parks and Recreation Strategic Goal discussed the addition of staff to meet the recreational needs of the community. The KPI addressed increasing park maintenance staff by 2022/2023. President English noted that the goal was to improve park maintenance and that this could be done through other means than hiring additional staff. He noted that the District could look into hiring a landscape maintenance service or utilizing volunteer groups.

It was Board consensus to revise the goal to address improve Parks and Recreation maintenance to meet the needs of the community. The KPI was revised to address exploring options for Park maintenance and providing the Board of Directors with recommendations by 06/30/21.

The Board reviewed and approved the two Fire and Emergency Services Strategic Goals and the associated KPIs.

The Board next reviewed and approved the Finance Strategic Goal and two KPIs, as well as the Partnerships Strategic Goal and two KPIs.

The Board reviewed the first Staff Strategic Goal that addressed attracting and retaining a highly-qualified and stable TCSD workforce. It was the Board’s consensus to delete the words “attract and”. They also revised the first KPI so it addressed one full-time-equivalent employee versus 5% turnover.

The second Staff Strategic Goal addressed the District’s legacy expertise. It was the Board’s consensus to change the date of the 1st KPI to 12/31/20.

The Board approved the Strategic Planning Strategic goal and KPIs, as well as the Community Strategic Goal and two KPIs as written.

Vice-President Fardanesh made a motion to adopt the 2020-2023 Strategic Plan as amended.

Director Logan seconded the motion.

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

General Manager’s Report:
GM Briltz reported on the following items:
• SLO County will not begin the reopening process this weekend per a press release sent out this evening.
• He will be out of town on 5/8 and 5/11
Committee Reports:
Templeton Area Advisory Group – 04/23/2020. Director Logan provided a written report of TAAG's meeting.
Finance Committee is scheduled to meet on 5/6/2020.
Water Resource Advisory Committee is scheduled to meet on 5/6/2020.

Staff Reports:
- Engineering
- Fire
- Parks and Recreation

Director's Comments:
Director English will not be available for the 8/4/2020 board meeting due to vacation plans. He asked that the Directors advised GM Briltz of any vacation plans that would conflict with board meetings.

Adjournment: The Board meeting adjourned at 10:15 p.m.

Respectfully submitted,

Laurie Ion, Board Secretary