

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
Thursday, August 23, 2018 2:00 PM

**1. OPENING**

**A. Call to Order**

President Rice called the meeting to order at 2:04 p.m.

**B. Pledge of Allegiance**

President Rice led the Pledge of Allegiance.

**C. Establishment of Quorum**

A quorum was established.

Directors present: Amanda Rice, Jim Bahringer, Harry Farmer, Aaron Wharton and David Pierson.

Staff present: General Manager Jerry Gruber, District Counsel Timothy Carmel, Administrative Services Officer/District Clerk Monique Madrid and Interim Finance Manager Alleyne LaBossiere.

**D. Agenda Review: Additions/Deletions**

President Rice asked the Board for any additions or deletions. There were none made.

**2. PUBLIC SAFETY (Estimated time 5 Minutes per item)**

**A. Sheriff's Department Report**

Sergeant Odom spoke on behalf of Commander Voge and provided a summary of recent activities in Cambria for the Sheriff's Department.

**B. CCSD Fire Chief's Report**

CCSD Fire Chief William Hollingsworth provided a report of recent activities in Cambria.

**3. PUBLIC COMMENT (Estimated time 30 minutes. At President's discretion additional comments may be heard at the end of the meeting.)**

Public Comment:

Sherry Bell

Aaron Hanke

Matthew Joachim

Donn Howell

Mike Lyons

Dennis Perry

**4. CONSENT AGENDA (Estimated time: 15 Minutes)**

- A. CONSIDERATION TO ADOPT THE JULY 2018 EXPENDITURE REPORT
- B. CONSIDERATION TO ADOPT THE JULY 11, 2018, JULY 12, 2018 AND JULY 23, 2018 SPECIAL MEETING MINUTES AND JULY 26, 2018 REGULAR MEETING MINUTES
- C. CONSIDERATION TO APPOINT DONN HOWELL TO THE INFRASTRUCTURE COMMITTEE TO FILL THE VACANCY CREATED BY THE RESIGNATION OF MURIL CLIFT

President Rice asked for any items to be pulled.

Director Farmer reviewed the expenditure report and asked questions regarding gas cost and District employees driving District vehicles home with gas paid for by the District. How can we determine what costs are being spent in Water and Wastewater Departments? He would like the staff to provide to the Board the cost breakout for each Department's spending on fuel from home to the office. He'd like to correct the spelling of Karen Pierson to Pearson under public comment and correct Committee member Pierson to Chairman Pierson in the July 11, 2018 meeting minutes.

Vice President Bahringer moved to approve the consent agenda with Director Farmer's suggested changes to the minutes.

Director Pierson seconded the motion.

Roll Call Vote:

Vice President Bahringer- Aye  
Director Pierson- Aye  
Director Wharton- Aye  
Director Farmer- Aye  
President Rice- Aye

Motion passed unanimously: 5-Ayes, 0-Nays, 0-Absent

**5. HEARINGS AND APPEALS (Estimated time: 15 Minutes per item)**

- A. PUBLIC HEARING TO DISCUSS AND ADOPT RESOLUTION 26-2018 APPROVING THE FINAL CCSD BUDGET FOR FISCAL YEAR 2018/2019

General Manager Jerry Gruber introduced the item, reviewed the staff recommendation and reviewed a few highlights. He thanked Mr. LaBossiere for his superb work on the budget and thanked the Finance Committee for their work on the budget.

Director Pierson provided a summary of the most recent Finance Committee meeting. He stated the allocated overhead in the current permanent budget was suggested by the Finance Committee and that is why you are seeing what you see. You are seeing the methodology that was approved by the Finance Committee.

Director Pierson directed staff to be prepared to have a new budget based on rates passing or not passing for the October Finance Committee meeting.

President Rice opened the public hearing.

No public comment was received.

President Rice closed the public hearing.

Director Pierson moved to provide direction to staff to have the deficits in the SWF fund be covered by the excess money in the Water Fund first and then going into the General Fund reserve funds.

President Rice seconded the motion.

Roll Call Vote:

Director Pierson- Aye

President Rice- Aye

Director Wharton- Aye

Director Farmer- Abstain

Vice President Bahringer- Aye

Motion passed: 4-Ayes (Pierson, Rice, Wharton, Bahringer), 0-Nays, 0-Absent, 1-Abstain (Farmer)

Vice President Bahringer moved to adopt Resolution 26-2018 approving the final CCSD budget for fiscal year 2018/2019.

Director Pierson seconded the motion.

President Rice stated to the General Manager in the resolution if you do need to suspend the budget for some reason to protect the funding, that you're supposed to be reporting to the Board right away.

General Manager Gruber indicated he understood.

Roll Call Vote:

Vice President Bahringer- Aye

Director Pierson- Aye

Director Wharton- Aye

Director Farmer- Abstain

President Rice- Aye

Motion passed: 4-Ayes (Bahringer, Pierson, Wharton, Rice), 0-Nays, 0-Absent, 1-Abstain (Farmer)

## **6. REGULAR BUSINESS (Estimated time: 15 Minutes per item)**

### **A. DISCUSSION AND CONSIDERATION OF APPROVAL OF INTER-FUND LOAN AGREEMENT AND PROVIDING DIRECTION REGARDING POLICY FOR FUTURE INTER-FUND LOANS**

General Manager Jerry Gruber introduced the item and turned it over to District Counsel, who gave a brief summary and asked for any questions.

The Board had discussion regarding the inter-fund loan agreement.

Public Comment:

Donn Howell

Director Farmer moved to approve the loan at a 5-year re-payment period at 2% interest.

Director Pierson seconded the motion.

Vice President Bahringer asked that the minutes reflect a possible future consideration for an inter-fund loan which was paid for ACE work in the amount of \$157,000.

Roll Call Vote:

Director Farmer- Aye  
Director Pierson- Aye  
Director Wharton- Aye  
Vice President Bahringer- Aye  
President Rice- Aye

Motion passed unanimously: 5-Ayes, 0-Nays, 0-Absent

President Rice moved to refer the inter-fund loan policy to the Finance Committee to come up with a policy and bring back to the Board with no date certain.

Director Pierson seconded the motion.

Roll Call Vote:

President Rice- Aye  
Director Pierson- Aye  
Director Wharton- Aye  
Director Farmer- Aye  
Vice President Bahringer- Aye

Motion passed unanimously: 5-Ayes, 0-Nays, 0-Absent

## **B. DISCUSSION AND CONSIDERATION TO ADOPT POLICY B-02-18**

General Manager Jerry Gruber introduced the item and turned it over to District Counsel, who gave a brief summary and asked for any questions.

Vice President Bahringer moved to adopt policy B-02-18.

Director Wharton seconded the motion.

Roll Call Vote:

Vice President Bahringer- Aye  
Director Wharton- Aye  
Director Pierson- Aye  
Director Farmer- Aye  
President Rice- Aye

Motion passed unanimously: 5-Ayes, 0-Nays, 0-Absent

## **7. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS**

### **A. Board Member, Committee and Liaison Reports**

Director Pierson commented on the last Fire Safe Focus meeting. They will approach cuttings of weeds twice annually for fire protection.

Vice President Bahringer commented on the last Infrastructure Committee meeting, explaining there appears to be a desire by the public to direct staff on tasks. He then had a public agency organizational model presented on the screen during the meeting. He provided an example of various managers in a corporation providing conflicting direction to staff, illustrating a conflict of priorities and duties to employees who should be taking direction from the gatekeeper. He would like to see a policy that staff will not be

expected to respond to individual constituents as they do not understand the workload of staff. He asked the Board for input and if the Board would support placing his chart on the CCSD website.

President Rice stated this speaks to the critical importance of the gatekeeper who is responsible for staff duties and critical importance of communication. Staff can tell them they need to redirect their question to the gatekeeper. She doesn't believe the term gatekeeper is the best description of the responsible individual.

Director Farmer reported on attending the recent Forest Committee meeting and a Cal Poly Professor presented at the meeting. California has the tallest trees in the world. The August meeting brought up weed abatement concerns regarding the guidelines. The Fire Chief removed some parcels and that is problematic. The Forest Committee is hoping to have Rick Hawley provide a presentation soon. He recently attended the FFRP meeting. The kitchen tour was successful and the tour proceeds equaled \$17,000. The April 12, 2018 FFRP tour of the ranch was very successful and geared for the Spanish speaking community.

Director Wharton commented on the expenditure report and explained the \$4,000 for the deposit on the office furniture and changes will save future expenses. It is for used office furniture.

## **8. MANAGER REPORTS**

### **A. General Manager's Report**

General Manager Jerry Gruber provided a brief summary of the General Manager's report and a PowerPoint presentation.

Vice President Bahringer stated that there have been a lot of major upgrades and improvements made during his tenure. He has had emails from individuals who believe nothing has been done. He commended Mr. Gruber for doing as much as he has done with as little as he has had.

### **B. Finance Manager's Report**

Interim Finance Manager Alleyne LaBossiere provided a brief summary of the Finance Manager's report.

## **9. FUTURE AGENDA ITEM(S) (Estimated time: 15 Minutes)**

Public Comment:  
Mike Lyons

Vice President Bahringer stated the Board of Supervisors got an update on the effect of Accessory Dwelling Units and it will have a beneficial effect in Cambria. The permit will be ministerial not discretionary. The plan is to have something in place in 2019 and until then the State rules apply.

Director Farmer stated this is due to the increase in vacation rentals and Airbnb, as a result there are fewer rentals available.

President Rice thinks this item would be appropriate for a future agenda.

Director Pierson stated that both Standing Committees have asked for us to consider the structure of the committees and would like this on the next agenda.

President Rice would like the following items on a future agenda, but not necessarily next month.

1. Review the Water Efficiency Plan
2. Issues relating to emergencies: maybe an additional emergency route out of town

Director Farmer wants a standing committee or a sub-committee to address water resourcefulness and grant funding.

President Rice moved to have the structure of standing committees, emergency exit route out of town, review of the Water Efficiency Plan and Accessory Dwelling Unit and potential impacts on a future agenda.

Director Pierson seconded the motion.

Roll Call Vote:

President Rice- Aye

Director Pierson- Aye

Director Wharton- Aye

Director Farmer- Aye

Vice President Bahringer- Aye

Motion passed unanimously: 5-Ayes, 0-Nays, 0-Absent

Vice President Bahringer moved to look at triggers for starting the SWF under emergency conditions and provide guidance to the County and the Coastal Commission as to type of use on next month's agenda.

President Rice seconded the motion.

Roll Call Vote:

Vice President Bahringer- Aye

President Rice- Aye

Director Pierson- Aye

Director Wharton- Aye

Director Farmer- Aye

Motion passed unanimously: 5-Ayes, 0-Nays, 0-Absent

Director Farmer moved to have a substantial and specific report on how current rate increase monies are being used, the where, why and how at the next meeting.

The motion died for a lack of a second.

## **10. ADJOURN TO CLOSED SESSION (Estimated time: 60 Minutes)**

President Rice adjourned the meeting to closed session at 6:00 p.m.

- A.** PUBLIC EMPLOYMENT PERFORMANCE EVALUATION, pursuant to Government Code Section 54957  
Title: General Manager
- B.** CONFERENCE WITH REAL PROPERTY NEGOTIATORS Pursuant to Government Code Section 54956.8  
Property APN: 013-151-031  
Property Negotiators: County of San Luis Obispo, Phil Acosta Agency Negotiators, General Manager and District Counsel

Negotiation: Price and Terms (Public Road, Slope and Temporary Construction Easements)

- C.** CONFERENCE WITH LABOR NEGOTIATOR Pursuant to Government Code Section 54957.6 Agency Designated Representatives: General Manager, Jerry D. Gruber and Shelline Bennett, LCW; Employee Group: International Association of Fire Fighters (IAFF)
- D.** CONFERENCE WITH LABOR NEGOTIATORS Pursuant to Government Code Section 54957.6 Agency Designated Representatives: General Manager, Jerry D. Gruber and Shelline Bennett, LCW; Employee Organization: Services Employee International Union
- E.** CONFERENCE WITH LABOR NEGOTIATORS Pursuant to Government Code Section 54957.6 Agency Designated Representatives: General Manager, Jerry D. Gruber and Shelline Bennett, LCW; Unrepresented group, Management and Confidential Exempt Employees
- F.** CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Pursuant to Government Code Section 54956.9 (d)(4) involving one potential case.