

Pursuant to Governor Newsom's Executive Order N-29-20, members of the Board of Directors and staff will participate in this meeting via a teleconference. Members of the public can submit written comments to the Board Secretary at boardcomment@cambridcsd.org.



CAMBRIA COMMUNITY SERVICES DISTRICT

Thursday, April 8, 2021 - 2:00 PM

AGENDA

REGULAR MEETING OF THE CAMBRIA COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

Please click the link below to join the webinar:

<https://zoom.us/j/99122445010?pwd=MFluMDdlQUZHS283ZzhEaGQ2ZmgyZz09>

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Webinar ID: 991 2244 5010

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1. OPENING

- A. Call to Order
- B. Pledge of Allegiance
- C. Establishment of Quorum
- D. President's Report
- E. Agenda Review: Additions/Deletions

2. BOARD MEMBER COMMUNICATIONS

Any Board Member may make an announcement, report briefly on his or her activities, or ask a question for clarification.

3. COMMISSION REPORT

- A. PROS Chairman's Report

² **4. PUBLIC COMMENT**

Members of the public may now address the Board on any item of interest within the jurisdiction of the Board but not on its agenda today. Future agenda items can be suggested at this time. In compliance with the Brown Act, the Board cannot discuss or act on items not on the agenda. Each speaker has up to three minutes.

5. REGULAR BUSINESS

- A. Discussion and Consideration of Rescheduling the Dates for the Six Month Strategic Plan Review with Marilyn Snider
- B. Discussion and Consideration Regarding the Implementation Report Relating to the Renaming of the Facility Formerly Known as the Sustainable Water Facility (SWF) to the Water Reclamation Facility (WRF)

6. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

- A. Public Comment: The President will be asking for Public Comment before the Reports
- B. Finance Committee's Report
- C. Policy Committee's Report
- D. Resources and Infrastructure Committee's Report
- E. Other Liaison Reports and Ad Hoc Committee Reports

7. FUTURE AGENDA ITEM(S)

Requests from Board members to receive feedback, direct staff to prepare information, and/or request a formal agenda report be prepared and the item placed on a future agenda. No formal action can be taken except to direct staff to place a matter of business on a future agenda by majority vote.

8. ADJOURN

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.A.**

FROM: John F. Weigold IV, General Manager

Meeting Date: April 8, 2021

Subject:

Discussion and Consideration of
Rescheduling the Dates for the Six
Month Strategic Plan Review with
Marilyn Snider

RECOMMENDATIONS:

Staff recommends the Board of Directors discuss and consider scheduling a new date for a Special Meeting to update the goals and objectives of the CCSD Strategic Plan as part of the six-month update.

FISCAL IMPACT:

Fiscal impacts associated with this item include the cost of the facilitating consultant, staff time and AGP Video costs. The cost of the consultant is \$4,800, plus expenses. The cost of AGP for a Zoom meeting is \$350 (maximum of 3 hours) and \$125 for each additional hour.

DISCUSSION:

As part of the CCSD Strategic Planning Workshop, Snider and Associates, the CCSD strategic planning consultant, recommended the Board of Directors reconvene after about six months to update the goals and objectives of the CCSD Strategic Plan. The Board had previously set a date for June 28th and 29th at its special meeting on January 19, 2021.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.B.**

FROM: John F. Weigold IV, General Manager

Meeting Date: April 8, 2021Subject: Discussion and Consideration Regarding
the Implementation Report Relating to the
Renaming of the Facility Formerly Known
as the Sustainable Water Facility (SWF) to
the Water Reclamation Facility (WRF)

RECOMMENDATIONS:

Staff recommends that the Board discuss and consider the implementation report relating to the renaming of the facility formerly known as the Sustainable Water Facility (SWF) to the Water Reclamation Facility (WRF).

FISCAL IMPACT:

The fiscal impact will depend on the Board's direction to staff with regard to renaming the SWF. Any impact on staff time is unknown at this time.

DISCUSSION:

During the January 21, 2021 regular Board meeting, after Board discussion on this matter, staff was directed to bring this item to the Board on March 11, 2021 for further discussion and considered renaming the SWF to the WRF. At the March 11, 2021 Board meeting, the Board voted 5-0 to change the name from SWF to WRF. The Board also requested staff to return with a list of impacts, resulting from this change in name. Staff has prepared the attached list of impacts for the Board's discussion and consideration.

Attachment – List of Impacts in Changing SWF to WRF

SR 5.B. Impacts to Renaming SWF (Sustainable Water Facility) to WRF (Water Reclamation Facility)

Attachment - List of Impacts

April 8, 2021

Subject Matter	Specific Item	Impact by Renaming SWF to WRF	Staff Consideration	Estimated Date to Change
Municipal Code	Ordinance - Title 3 - Revenue & Finance	Chapter 3.04, Section .030, Article II, 3.04.030- Relief from Fees & Charges in Special Circumstances	District Counsel recommends an Ordinance amendment to change language from SWF to WRF.	7/1/2021
CCSD Policies	Budget Policy	Section F - Overhead Allocation	Staff recommends changing language from SWF to WRF.	7/1/2021
	Reserve Policy	Section d.i. - Water Fund Assigned Reserves	Staff recommends changing language from SWF to WRF.	7/1/2021
District Website	Unable to Quantify	There are many references to SWF on the District's Website.	Staff recommends all references to SWF going forward changed to WRF.	4/9/2021
Utilities	Coastal Development Permit	Currently functioning under Emergency Permit ZON2013-00589 from County of San Luis Obispo. It is called under this permit Cambria Emergency Water Supply Project; issued 5/15/2014	Staff recommends officially changing the name when the Regular CDP is issued. In the interim, we can introduce the name change in our communications.	7/1/2022
	Regional Water Board Permit	Currently functioning under Waste Discharge Requirements and Water Recycling Requirements Order No. R3-2019-0051 "Cambria Community Services District Emergency Water Treatment Facility and Recycled Water Re-Injection Project"; issued 5/17/2019	Staff recommends officially changing the name when this permit is renewed; most likely around the same time as the Regular CDP. In the interim, we can introduce the name change in our communications.	7/1/2022
	SLO County Flood Control District IRWM grant	The IRWM grant referred to this project as both the "Emergency Water Supply" and the "Advanced Water Treatment Plant".	The SLO Flood Control District have no issues with the name change and will not act on changing the name since this IRWM grant is completed. There are no future reporting requirements for this project.	n/a
	Various Plans & Programs	There are various plans & programs, including the 2020 UWMP, that contain SWF references.	Staff recommends changing all references from SWF to WRF in all current and on-going plan and program documents.	7/1/2021
Administration	CCSD Job Descriptions	There are many references to SWF within the CCSD's job descriptions.	Staff recommends reviewing each job description and changing SWF to WRF as applicable.	7/1/2021
Financial	Financial System	Change the name of Fund 39 SWF Ops and Fund 40 SWF Capital	The new financial system implementation is in progress. Fund 39 & Fund 40 name changes will start at the beginning of the new fiscal year.	7/1/2021
	Loan Agreement for Construction	Installment Agreement with TPB Investments for loan financing of project	As per the loan financing agreement, a letter requesting a project name change was sent to TPB Investments. Change of project name does not require Bank consent. District Counsel recommends memorializing the name change in a resolution.	7/1/2021
	Grant Funding for Construction			
	Budget	Change the name of Fund 39 SWF Ops and Fund 40 SWF Capital	Staff recommends making no changes to FY 20/21 budget and proposes the name change be effective in the new fiscal year.	7/1/2021
	Rates & Charges	The Board approved Resolution 27-2018, 19-2019 and 22-2020 establishing the current rates for Water, SWF and Wastewater	District Counsel recommends memorializing the name change in a resolution.	7/1/2021
	Utility Billing Forms	Internal CCSD Utility Rate Sheets for Residential & Commercial Customers	Staff recommends making this change at the time of adopting a revised resolution for rates (see above).	7/1/2021

Finance Committee Report for CCSD Board Agenda, 3-18-21:

The Finance Committee of the CCSD Board of Directors held its regular meeting via Zoom on Tuesday, February 23, 2021 at 10 a.m.

Committee members present via Zoom were: Tom Gray (chairman), Ted Siegler, Dewayne Lee, Mary Maher, Marvin Corne, and Cheryl McDowell.

Staff present via Zoom were: John Weigold, General Manager, Pamela Duffield, Finance Manager, Ossana Terterian, Board Secretary.

Chairman Gray announced that all five current members had been reappointed to new two-year terms at the February 18, 2021 meeting of the CCSD Board of Directors.

The Committee re-elected Ted Siegler as vice-chairman and Mary Maher as secretary.

In Regular Business, the Committee discussed its role in implementing the CCSD Board's new Strategic Plan. It was decided that a three-member ad hoc subcommittee would be tasked with carrying out two six-month objectives toward the three-year goal to "achieve and sustain adequate financial resources to sustain the mission." These objectives are:

- 1) Identify underfunded, under-resourced and understaffed services by April 1
- 2) Identify funding resources and structural changes to meet unmet services needs by June 1.

Members Marvin Corne, Dewayne Lee and Mary Maher were appointed to the ad hoc subcommittee by unanimous vote.

The Committee also heard reports from Finance Manager Duffield regarding the status of the 2018-19 Fiscal Year audit and progress on implementation of the Tyler Incode system.

--Submitted by Tom Gray