

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
Thursday, March 19, 2020 2:00 PM

**1. OPENING**

**A. Call to Order**

President Farmer called the meeting to order at 2:00 p.m.

**B. Pledge of Allegiance**

President Farmer led the Pledge of Allegiance.

**C. Establishment of Quorum**

A quorum was established.

Directors present via Zoom: Harry Farmer, Cindy Steidel, Amanda Rice, David Pierson and Donn Howell.

Staff present via Zoom: General Manager John F. Weigold IV, District Counsel Timothy Carmel, Fire Chief William Hollingsworth, Finance Manager Pamela Duffield, Utilities Department Manager/District Engineer Ray Dienzo and Deputy District Clerk Haley Dodson.

**D. Report from Closed Session**

District Counsel reported that the Board discussed two pending litigation cases.

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

President Farmer asked for any additions or deletions.

The Board decided to discuss Regular Business Items 7B and 7D first.

**2. PUBLIC SAFETY**

**A. Sheriff's Department Report**

Commander Nelson was unavailable to provide a summary of recent activities in Cambria but submitted a written report to the Deputy District Clerk.

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

Chief Hollingsworth provided a summary of recent activities in Cambria.

**3. PUBLIC COMMENT**

Public Comment:  
Elizabeth Bettenhausen, Cambria (the Deputy District Clerk read the written comment into the record)  
Hank Kreiske, San Simeon

#### **4. MANAGER'S REPORT**

##### **A. General Management Report**

Mr. Weigold provided a brief summary of the General Management Report.

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

Ms. Duffield provided a brief summary of the Finance Manager's Report.

##### **C. Utilities Report**

Mr. Dienzo provided a brief summary of the Utilities Report.

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

##### **i. President's Report**

President Farmer gave a report on a recent call with the General Manager and Paul Shoenberger, who is the General Manager of Mesa Water District, regarding the strategic plan. He discussed income property and that long-term residents should consider lowering the rental cost for people who may have lost their jobs.

##### **ii. Finance Committee's Report**

Vice President Steidel reported on the recent Finance Committee meeting and audit report.

##### **iii. Policy Committee's Report**

Director Howell stated the upcoming Policy Committee meeting has been cancelled. He'd like Board guidance on the continuing with the Board Bylaws and policy handbook.

Vice President Steidel suggested using existing policies and assign the policies with the CSDA handbook number.

Director Pierson suggested bringing back a list of policies to the next meeting and review it and assign the work.

Director Rice agreed to bring back a list of policies to the next meeting.

President Farmer agreed to bring back a list of policies to the next meeting.

Director Howell stated the Policy Committee can go forward with the Board's direction and he'll bring back a list of everything the Policy Committee is doing, what state it's in and what's been assigned.

##### **iv. Resources & Infrastructure Committee's Report**

Director Pierson stated the Committee formed an ad hoc committee for offsite water storage as directed by the Board. The videos are still a work in process and the

Committee will get them to the Board at a future date. We have a revised color-coded CIP list available in April and it will give a better idea on what projects have been worked on, what's complete and what's budgeted.

Public Comment:  
Tina Dickason, Cambria

**Title: Moved to extend the meeting to 6:00 p.m.**

*Made by: Director Pierson*

*Vice President Steidel seconded the motion.*

**Motion Passed Ayes - 4 Nays - 1 Absent - 0**

**Roll Call Vote:**

**Ayes: Howell, Pierson, Steidel, Farmer**

**Nays: Rice**

**v. Other Liaison Reports and Ad Hoc Committee Reports**

Director Pierson discussed the recent Fire Safe Focus Group meeting. They are continuing to plan for the May 16<sup>th</sup> preparedness meeting, but it may be postponed until fall. Everyone should be filling out the surveys in the bills. There was no NCAC meeting.

President Farmer discussed the recent Forest Committee meeting. He discussed Greenspace's letter regarding understory removal on the Fiscalini Ranch. He didn't attend the FFRP meeting, but Board President Mark Larson stated the Wildflower Show will most likely be cancelled. Carlos Mendoza reported additional encampments on the ranch and the impact of removing these encampments causes the homeless to reappear elsewhere around town. He discussed a recent phone call with Bruce Gibson, Gwen Kellas, Charlie Grace, David Pierson, John Weigold, John Robinson, Harvey Packard and Matt Kelling regarding discussing brine disposal from the water facility to San Simeon's outfall. Gwen Kellas didn't feel it would be good to merge with the CCSD and didn't feel the outfall for brine would be approved by the Coastal Commission. They are concerned about the CCSD debt. They saw no advantage to merging with CCSD. Supervisor Gibson and members of the RWQCB tried to encourage San Simeon CSD but they alluded to the fact that ocean outfall was a favorable solution in many areas along the coast of California, not just in San Simeon and Cambria. Brine disposal could be less problematic. Matt Kelling said he felt this would be doable and San Simeon had a short-sided perspective on the situation.

**6. CONSENT AGENDA**

- A. CONSIDERATION TO ADOPT THE FEBRUARY 2020 EXPENDITURE REPORT**
- B. CONSIDERATION TO ADOPT THE FEBRUARY 13, 2020 AND FEBRUARY 20, 2020 REGULAR MEETING MINUTES AND FEBRUARY 25, 2020 SPECIAL MEETING MINUTES**

Director Rice had the following revision to the February 20, 2020 meeting minutes:

The CSDA Board of Directors, Coastal Network Seat C motion was passed unanimously but it says zero votes. It needs to say 5 ayes.

Director Howell had the following revisions to the February 20, 2020 meeting minutes:

The Policy Committee Report should read: He proposed the Board consider a name change for the committee. He suggested Policy Research Committee or Policy Research and Evaluation Committee.

The Utilities Report should read: Director Rice suggested the Board consider whether it's appropriate to be approving will serves for additions that include a bedroom and bathroom.

The Board of Directors pulled the minutes from the consent agenda and requested they come back for approval in April.

**Title: Moved to approve the expenditure report.**

*Made by: Vice President Steidel*

*Director Howell seconded the motion.*

**Motion Passed Unanimously Ayes – 5 Nays - 0 Absent - 0**

**Roll Call Vote:**

**Ayes: Howell, Pierson, Rice, Steidel, Farmer**

## **7. REGULAR BUSINESS**

### **A. DISCUSSION AND CONSIDERATION TO ADOPT ORDINANCE 01-2020 REPEALING SUPERSEDED PROVISIONS IN ARTICLE IV OF TITLE 3 OF THE CAMBRIA COMMUNITY SERVICES DISTRICT MUNICIPAL CODE RELATING TO REFUSE AND RECYCLING RATES**

Mr. Weigold introduced the item and turned it over to District Counsel, who provided a summary.

**Title: Moved to adopt an Ordinance repealing Article IV of Title 3 of the Cambria Community Services District Municipal Code relating to refuse and recycling rates and waive further reading.**

*Made by: Vice President Steidel*

*Director Pierson seconded the motion.*

**Motion Passed Unanimously Ayes - 5 Nays - 0 Absent - 0**

**Roll Call Vote:**

**Ayes: Howell, Pierson, Rice, Steidel, Farmer**

**B. RECEIVE AND FILE THE INDEPENDENT AUDITOR'S REPORT FOR FISCAL YEAR 2017/18**

Mr. Weigold introduced the item and turned it over to Ms. Duffield and David Bruner who provided a summary on the Independent Auditor's Report.

Public Comment:

Mary Webb, Cambria

Tina Dickason, Cambria

**C. DISCUSSION AND CONSIDERATION OF ANNUAL REVIEW OF BOARD OF DIRECTORS BYLAWS**

Mr. Weigold introduced the item and turned it over to Director Rice who provided a summary.

Director Pierson suggested reimbursement of travel and other expenses by committee members need to be included in the Board or standing committee bylaws.

District Counsel thinks it's more appropriate to include reimbursement of travel and other expenses by committee members in the standing committee bylaws.

Public Comment:

Tina Dickason, Cambria

Director Rice suggests referring the 2013 bylaws to the Policy Committee to number it appropriately based on the CSDA handbook format and ensure the sections make sense.

Director Howell asked for clarification on Section 8.1.

Director Rice stated section 8.1 will now read: Directors may receive compensation of one hundred dollars (\$100.00) for each authorized day of service rendered as a Director.

Director Howell asked for clarification on Sections 5.3 and 6.2.

Director Rice and Vice President Steidel provided clarification to Director Howell.

Director Howell stated we haven't discussed director's participation in elections. Do we need verbiage regarding director's rights as a citizen?

**Title: Moved to extend the meeting to 5:30 p.m.**

*Made by: Director Howell*

*Vice President Steidel seconded the motion.*

**Motion Passed Ayes - 4 Nays - 1 Absent - 0**

**Roll Call Vote:**

**Ayes: Howell, Pierson, Steidel, Farmer**

**Nays: Rice**

**Title: Moved to table this item until the next meeting.**

*Made by: Director Howell*

*Director Pierson seconded the motion.*

Director Howell discussed his concerns with the bylaws. He would like the following sentence added to the end of Section 5.4:

The rules contained in the current edition of Rosenberg's Rules of Order, Newly Revised, "and Robert's Rules of Order Eleventh Edition for matters on which Rosenberg is silent" shall govern the Committee in all cases to which they are applicable and in which they are not inconsistent with these bylaws, any special rules of order the Committee or that the CCSD Board may adopt and statutes applicable to the Committee that do not authorize the provision of these laws to take precedence.

Director Rice agreed to the revision and suggested adding the following sentence to Section 5.4:

District Counsel should refer to Robert's Rules of Order Eleventh Edition when Rosenberg's Rules of Order is silent.

Public Comment:  
Tina Dickason, Cambria

Director Rice suggests the Board look at the committee section when we review the committees' bylaws so we can be more specific about the appointment process. She urged the Board to approve the bylaws today and we may need to revisit them before January. Director Howell withdrew his motion.

**Title: Moved to approve the bylaws with the two specific changes mentioned on 5.4 to add the Rosenberg's Rules of Order and add Robert's Rules where Rosenberg's are silent and taking the few words out under director compensation section 8.1.**

*Made by: Director Rice*

*Director Pierson seconded the motion.*

**Motion Passed Unanimously Ayes - 5 Nays - 0 Absent - 0**

**Roll Call Vote:**  
**Ayes: Howell, Pierson, Rice, Steidel, Farmer**

**D. DISCUSSION AND CONSIDERATION OF REQUEST FROM GREENSPACE FOR TRANSFER OF IRRIGATION METER**

Mr. Weigold introduced the item and turned it over to Mr. Dienzo, who provided a summary.

Public Comment:  
Mike Lyons, Cambria (the Deputy District Clerk read the written comment into the record)  
Mary Webb, Cambria  
Tina Dickason, Cambria

**First Motion: Moved to authorize transfer of an irrigation meter from a property on Pierce Avenue to Greenspace's Creekside reserve.**

*Made by: Director Rice*

*Director Howell seconded the motion and offered an amendment to waive all administrative fees.*

Director Pierson stated we don't have a letter or real ownership established on the meter, but I do appreciate what Ms. Webb did and he's concerned about that. Are we waiving the installation fee?

Director Howell would like a firm price on the installation fee.

Director Pierson isn't happy we don't have the ownership of the meter established. There must be a reduction in the amount of water being used. I wouldn't support this motion as it stands.

Vice President Steidel has the same concerns that Director Pierson has already voiced. I appreciate that Ms. Webb read the letter, but I don't think we have anything in hand from the owner of the property.

Director Rice stated she spoke to the property owner and Jesse Arnold. The letter that Ms. Webb read is consistent with the conversation she had with the property owner yesterdays. She's having some trouble getting the properties merged. She suggests that we need to be directing what we are doing with a transfer agreement and the terms of the agreement and direct staff to move forward with some specific transfer agreement language.

District Counsel stated we know we are waiving administrative fees and the Board can waive installation fees up to an amount specific and then impose terms of restriction on use. There are three issues. The ownership issue, the waiver issue and restriction issue.

Director Rice would like to direct staff to put together a transfer agreement. She would like verification that the lots have been merged and development has been retired on the lot that it's being moved from. If it's acceptable to Director Howell, she'll make a substitute motion.

Director Howell agreed.

**Amended Motion: Moved to approve transfer of an irrigation meter from a property on Pierce Avenue to Greenspace's Creekside reserve and direct staff to put together a transfer agreement with the three specific terms outlined by District Counsel to bring back to the Board.**

*Made by: Director Rice*

*Director Howell seconded the motion and offered an amendment that would include restriction on the amount of water that can go through that meter.*

Public Comment:  
Mary Webb, Cambria

**Second Amended Motion: Moved to authorize transfer of an irrigation meter from a property on Pierce Avenue to Greenspace's Creekside reserve and direct staff to put together a transfer agreement which includes waiving the administrative fees.**

Director Rice stated they may use it for irrigation only.

*Made by: Director Rice*

*Director Howell seconded the motion.*

Vice President Steidel asked the Board to consider bringing back usage with the transfer agreement.

The Board of Directors agreed.

District Counsel stated we can add it to the agreement and leave the amount blank.

**Motion Passed Ayes - 4 Nays - 0 Absent - 0, Abstain - 1**

**Roll Call Vote:**

**Ayes: Howell, Rice, Steidel, Farmer**

**Abstain: Pierson**

## **8. FUTURE AGENDA ITEM(S)**

President Farmer asked for any future agenda items. The Board will discuss 2020 Board goals and objectives in April. There will only be one regular meeting in April, and it will be held on April 16, 2020.

Director Rice would like the President and Vice President to call an emergency meeting so we can address issues related to the coronavirus and new information that has come up and provide direction to staff and the community and declaring an emergency.

President Farmer supports holding an emergency meeting.

Director Howell supports holding an emergency meeting.

Director Pierson supports holding an emergency meeting.

Vice President Steidel supports holding an emergency meeting.

The Board agreed to hold an emergency meeting.

President Farmer will discuss the proposed dates and times with the Board in the coming days to hold an emergency meeting.

## **9. ADJOURN TO CLOSED SESSION**

President Farmer asked for public comment. There was none.

President Farmer adjourned the meeting to closed session at 5:51 p.m.



**A.** Public Comment

**B.** CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Pursuant to  
Government Code Section 54956.9(d)(1)  
Number of cases: Two (2)  
Name of cases: CCSD v. CDM Smith and Madrid v. CCSD