

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
Thursday, February 20, 2020 2:00 PM

**1. OPENING**

**A. Call to Order**

President Farmer called the meeting to order at 2:03 p.m.

**B. Pledge of Allegiance**

President Farmer led the Pledge of Allegiance.

**C. Establishment of Quorum**

A quorum was established.

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

Staff present: General Manager John F. Weigold IV, District Counsel Timothy Carmel, Finance Manager Pamela Duffield, District Engineer/Utilities Manager Ray Dienzo and Administration Department Manager Monique Madrid.

**D. Report from Closed Session**

District Counsel reported the Board continued to instruct its labor negotiator regarding the IAFF MOU, but there is no formal action to report.

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

President Farmer asked for any additions or deletions.

There were none.

**2. PUBLIC SAFETY**

**A. Sheriff's Department Report**

Commander Nelson provided a brief summary on recent activities in Cambria.

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

Chief Hollingsworth provided a brief summary on recent activities in Cambria.

**3. PUBLIC COMMENT**

Public Comment:  
Elizabeth Bettenhausen, Cambria

Director Rice read an email sent to her and Director Howell stating that the phone didn't work on Saturday and Director emails from the website didn't work except one to President Farmer. The others were rejected as undeliverable. She didn't read the opinion of the email author and asked the General Manager to look into it.

President Farmer asked the General Manager or District Clerk to explain the phone issue.

President Farmer stated Director Rice called him and she stated she wasn't able to reach the General Manager. She tried him first.

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

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

General Manager Weigold introduced the item and provided a summary. He reported on the progress of using Novus for agenda processes and on homeless camps cleanup.

Public Comment:

Elizabeth Bettenhausen, Cambria

Director Howell asked about the CCSD/CCHD/CUSD working together and what they are considering. Mr. Weigold stated the CCHD needs a part-time bookkeeper. CCHD called and asked if this could be rolled into a dual role. He explained he is holding off on hiring a clerical assistant.

Director Rice asked Mr. Weigold for a status update and not a list of what he is working on. Alternative energy isn't LED lightbulbs and installing charging stations. These are energy efficiencies not alternative energy.

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

Ms. Duffield introduced the item and provided a brief summary. She updated the Board on Tyler Incode. They are on-site this week and it is a larger endeavor than assumed for the three-day visit. A Tyler Incode representative will be on-site again in March. She provided an update on the audit. The audit report will then go to the Finance Committee and then the Board of Directors for approval.

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

Public Comment:

Elizabeth Bettenhausen, Cambria

Mr. Dienzo introduced the item and provided a brief summary. He discussed the UWMP team and gave an update on the SWF. He also provided some general information regarding various upgrades and as well as coordination with other regulatory agencies.

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

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

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

President Farmer reported on the upcoming PG&E IGA kickoff meeting and pursuit of the major repairs and upgrades at the WWTP. In March there will be another meeting with San Simeon CSD, Cambria CSD, as well as other regulatory agencies at Bruce Gibson's office. He discussed the current rate increase purchases, which include the Vactor truck and a water truck. Cambria received 10 inches of rain between November and December last year. He asked Cambrians to limit their water use. He reviewed the SWF expenditures and highlighted the major expense was the loan.

**ii. Finance Committee's Report**

Vice President Steidel reported on the recent Finance Committee meeting. The Committee looked at the second quarter report, which is on today's agenda. A committee member has been out due to medical reasons, she passed on good wishes for a quick recovery.

**iii. Policy Committee's Report**

Director Howell provided an update on the Policy Committee. There are a few items from the committee on today's agenda. The committee will form a subcommittee to work on the email retention policy. The newest member will be seated at next week's meeting. Some members will be missing from the next meeting. They will also spend some time on what the committee will work on in the future.

He proposed the Board consider a name change for the committee. He suggested Policy Research Committee or Policy Research and Evaluation Committee.

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

Director Pierson asked Ms. Dean to report on the recent Resources & Infrastructure Committee meeting. The Committee discussed a proposal from two members on creating a pilot video showing how to read water meters and how to determine if there is a water leak. They reviewed the fixed asset list and it will be returned to staff for updating. The CIP list will be color coded. The ad hoc committees who have finished their tasks have been disbanded.

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

Director Pierson reported on the recent NCAC meeting where they received a preliminary report from CHP on evacuation routes. The Fire Safe Focus Group will hold a meeting in May at the Veterans' Hall. There are dogs without leashes on the beach, in the parking lot and on the Fiscalini Ranch. The Fiscalini Ranch requires all dogs to be on a leash.

Director Rice stated there is no report for the San Simeon CSD. She reported on a recent meeting with Mr. Weigold, Director Pierson, Mr. Dienzo and County staff to discuss the Coastal Development Permit.

President Farmer reported on the Forest Management plan. \$90,000 is available through the County Beautification plan. It's late this year so perhaps next year would be a good time to apply.

**vi. Affordable Housing Ad Hoc Committee Report**

Vice President Steidel reported on the committee. They are reviewing a waitlist application for allocation and a process. She reviewed developer requirements. The CCSD code is not in alignment with the County code requirements. She provided a lot of detail related to the work the Committee has performed. She acknowledged that staff member Melissa Bland worked closely with them. The Utility Manager and District Counsel reviewed the proposed language. The application process still needs to be developed. There are written materials in the agenda packet which outline the details reviewed.

Director Pierson asked if they would be finishing the three processes and bringing them back to the Board.

Director Rice thanked everyone for the great written report. The Board sets the tone for the community. The residents of these proposed units are not an organized constituency. She

questioned having a waitlist. She thought they were excluded from the Water Code 350 Emergency.

The waitlist for AHP is a list of applications waiting to be processed, not to receive an allocation.

Public Comment:  
Gordon Heinrichs, Cambria  
Leslie Richards, Cambria

## 6. CONSENT AGENDA

- A. CONSIDERATION TO ADOPT THE JANUARY 2020 EXPENDITURE REPORT
- B. CONSIDERATION TO ADOPT THE JANUARY 9, 2020 SPECIAL MEETING MINUTES AND JANUARY 16, 2020 AND JANUARY 22, 2020 REGULAR MEETING MINUTES
- C. CONSIDERATION TO APPROVE THE PROPOSED GOALS AND OBJECTIVES OF THE PARKS, RECREATION AND OPEN SPACE COMMISSION

President Farmer asked for any items to be pulled. There were none.

Director Rice commented on the PROS Commission goals. She would like to have more concrete goals.

**Title: Moved to approve the consent agenda.**

*Made by: Director Rice*

*Director Pierson seconded the motion.*

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

**Roll Call Vote:**

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

## 7. REGULAR BUSINESS

- A. DISCUSSION AND CONSIDERATION OF INTRODUCTION OF 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

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

**Title: Moved to introduce an ordinance repealing Article 4 of Title 3 of the Cambria Community Services District Municipal Code relating to refuse and recycling rates and waive further reading.**

*Made by: Director Rice*

*Vice President Steidel seconded the motion.*

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

**Roll Call Vote:**

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

**B. DISCUSSION AND CONSIDERATION OF SECOND QUARTER BUDGET REPORT AND CONSIDERATION OF RECOMMENDATIONS TO APPROVE RESOLUTION 04-2020 AMENDING FISCAL YEAR 2019/20 BUDGET**

General Manager Weigold introduced the item and turned it over to Ms. Duffield, who provided a review of the proposed amended budget items.

**Title: Moved to approve Resolution 04-2020 amending Fiscal Year 2019/20 budget.**

*Made by: Director Pierson*

*Director Rice seconded the motion.*

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

**Roll Call Vote:**

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

**C. DISCUSSION AND CONSIDERATION TO APPROVE DRAFT POLICY 1042: USE OF ELECTRONIC DEVICES DURING BOARD MEETINGS**

General Manager Weigold introduced the item and turned it over to Director Howell, who provided a brief summary.

Director Pierson requested the following changes:

- In paragraph three, change 'secretly' to 'other Board members'
- In paragraph five, remove 'wishing' and add 'needing'

Director Rice requested the following changes:

- Remove the first sentence in the last paragraph
- Change the first sentence in paragraph five to read: 'A Board Member needing to respond to communications of a personal nature during a meeting shall do so during a recess or shall excuse himself or herself from the meeting in a manner that does not disrupt the meeting'
- Change the title to read: 'Use of Electronic Devices by Board Members During Public Meetings'

District Counsel suggested removing "and staff members" in the second paragraph.

The Board reached consensus to make the revisions.

**Title: Moved to adopt draft Policy 1042: Use of Electronic Devices by Board Members During Public Meetings with the suggested revisions.**

*Made by: Director Pierson*

*Vice President Steidel seconded the motion.*

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

**Roll Call Vote:**

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

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

*Made by: Director Rice*

*Director Pierson seconded the motion.*

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

**Roll Call Vote:**

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

**D. DISCUSSION AND CONSIDERATION TO APPROVE DRAFT POLICY 1040:  
CORRESPONDENCE TO THE BOARD AND STAFF**

General Manager Weigold introduced the item and turned it over to Director Howell, who provided a brief summary.

**Title: Moved to adopt draft Policy 1040: Correspondence to the Board and Staff.**

*Made by: Director Pierson*

*Director Rice seconded the motion.*

Director Rice would like to see the Board consider a policy for who replies if an email or letter is sent to the entire Board of Directors. It could be Policy 1040.2.

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

**Roll Call Vote:**

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

**E. DISCUSSION AND CONSIDERATION OF INCLUSION OF FOREST FUEL  
REDUCTION SURVEY IN REGULAR BILLING STATEMENTS**

General Manager Weigold introduced the item and turned it over to Director Pierson, who provided a brief summary.

Director Pierson stated the Fire Safe Council will pay for the printing and mailing expenses. The Fire Safe Focus Group will share the report with the CCSD.

**Title: Moved to approve inclusion of Forest Fuel reduction survey in regular billing statements.**

*Made by: Director Howell*

*Vice President Steidel seconded the motion.*

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

**Roll Call Vote:**

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

**F. DISCUSSION AND CONSIDERATION TO NOMINATE A CANDIDATE FOR ELECTION  
TO THE CSDA BOARD OF DIRECTORS, COASTAL NETWORK SEAT C**

General Manager Weigold introduced the item and provided a brief summary.

**Title: Moved to not nominate anyone for this seat.**

*Made by: Director Pierson*

*Vice President Steidel seconded the motion.*

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

**Roll Call Vote:**

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

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

President Farmer asked for any future agenda items. There were none.

**9. ADJOURN TO CLOSED SESSION**

President Farmer asked for public comment. There was none.

President Farmer adjourned the meeting to closed session at 5:08 p.m.

**A. Public Comment**

**B. CONFERENCE WITH LABOR NEGOTIATOR** Pursuant to Government Code Section 54957.6 Agency Designated Representatives: General Manager, John F. Weigold, IV and Che Johnson; Employee Group: International Association of Fire Fighters (IAFF)

**C. PUBLIC EMPLOYMENT PERFORMANCE EVALUATION**, pursuant to Government Code Section 54957(b)(1)  
Title: General Manager

**D. 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