



CAMBRIA COMMUNITY SERVICES DISTRICT

Thursday, November 14, 2019 - 2:00 PM

1000 Main Street Cambria, CA 93428

AGENDA

Copies of the staff reports or other documentation relating to each item of business referred to on the agenda are on file in the Office of the District Clerk, available for public inspection during District business hours. The agenda and agenda packets are also available on the CCSD website at www.cambriacsd.org. The District Office hours are Monday - Thursday, and every other Friday from 9:00 a.m. through 4:00 p.m. Please call 805-927-6223 if you need any assistance. If requested, the agenda and supporting documents shall be made available in alternative formats to persons with a disability. The District Clerk will answer any questions regarding the agenda.

1. OPENING

- A. Call to Order
- B. Pledge of Allegiance
- C. Establishment of Quorum
- D. Report from Closed Session
- E. Agenda Review: Additions/Deletions

2. ACKNOWLEDGEMENTS AND PRESENTATIONS (Estimated Time: 5 Minutes per item)

- A. PROS Chairman's Report

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

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. 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. Speaker slips (available at the entry) should be submitted to the District Clerk.

4. REGULAR BUSINESS (Estimated time: 15 Minutes per item)

- A. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 41-2019 APPOINTING STEVE KNIFFEN, ADOLPHATENCIO AND JOYCE RENSHAW TO THE PARKS, RECREATION AND OPEN SPACE COMMISSION
- B. CONSIDER ADOPTION OF RESOLUTION 39-2019 AND INTRODUCTION OF

ORDINANCE 02-2019 AMENDING CHAPTER 6.04 OF THE CAMBRIA COMMUNITY SERVICES DISTRICT MUNICIPAL CODE AND ADOPTING AND AMENDING THE 2019 EDITION OF THE CALIFORNIA FIRE CODE, THE 2018 EDITION OF THE INTERNATIONAL WILDLAND URBAN INTERFACE CODE AND NATIONAL FIRE PROTECTION ASSOCIATION STANDARD 1144

- C. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 42-2019 RESCINDING THE STAGE 2 WATER SHORTAGE CONDITION AND DECLARING A STAGE 1 DROUGHT WATCH CONDITION
- D. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 40-2019 AMENDING THE DISTRICT SALARY SCHEDULE AND ESTABLISHING A PAY SCHEDULE FOR THE POSITION OF WASTEWATER COLLECTION SYSTEM WORKER
- E. DISCUSSION AND CONSIDERATION OF APPROVAL OF THE RESOURCES & INFRASTRUCTURE COMMITTEE'S MISSION STATEMENT, GOALS AND OBJECTIVES
- F. REVIEW AND DISCUSSION OF POLICY COMMITTEE PRIORITIES AND POLICY REVIEWS

5. FUTURE AGENDA ITEM(S) (Estimated time: 15 Minutes)

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.

6. ADJOURN TO CLOSED SESSION (Estimated time 60 Minutes)

- A. Public Comment
- B. PUBLIC EMPLOYMENT PERFORMANCE EVALUATION, pursuant to Government Code Section 54957(b)(1)
Title: General Manager
- C. 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)
- D. CONFERENCE WITH LABOR NEGOTIATORS Pursuant to Government Code Section 54957.6 Agency Designated Representatives: General Manager, John F. Weigold, IV and Che Johnson; Employee Organization: Services Employee International Union

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **4.A.**

FROM: Monique Madrid, Administrative Services Officer/District Clerk

Meeting Date: November 14, 2019Subject: DISCUSSION AND CONSIDERATION
OF ADOPTION OF RESOLUTION 41-
2019 APPOINTING STEVE KNIFFEN,
ADOLPH ATENCIO AND JOYCE
RENSHAW TO THE PARKS,
RECREATION AND OPEN SPACE
COMMISSION**RECOMMENDATIONS:**

Staff recommends that the Board of Directors adopt Resolution 41-2019 reappointing Steve Kniffen, Adolph Atencio and Joyce Renshaw to the Parks, Recreation and Open Space (PROS) Commission. Steve Kniffen's and Adolph Atencio's terms expire on 12/31/2019. Joyce Renshaw resigned from the PROS Commission on 7/3/2019, but would like to be considered for another term.

FISCAL IMPACT:

No fiscal impacts have been identified by the recommended action.

DISCUSSION:

Section 7.08.010 of the CCSD Municipal Code provides for a PROS Commission. Commissioners are appointed by the Board of Directors and serve four-year terms and until they are replaced. Sections III. A and E of the PROS By-Laws provide as follows:

- A. The Commission shall consist of five members with full voting privileges. Commission shall interview applicants and forward recommendations on appointments for consideration by the Board of Directors. Commissioners shall be appointed by a majority vote of the Board of Directors.
- E. From the PROS recommended list of applicants, the CCSD Board of Directors may appoint up to three Alternate Commissioners who may substitute for absent members at the request of the Chair. Such Alternate Commissioners may participate in any PROS activities, as directed by the Commission Chair, but shall not have a vote on matters of interest to the Commission unless serving in the place of a Regular Commission Member.

The PROS Commission held their regular meeting on November 5, 2019, at which they took action to recommend that the Board reappoint Steve Kniffen, Adolph Atencio and Joyce Renshaw to the Commission. Accordingly, the attached Resolution has been prepared for consideration by the Board.

Attachments: S, Kniffen's Application
A, Atencio's Application
J, Renshaw's Application
PROS Appointment Schedule
Resolution 41-2019



Parks, Recreation & Open Space Commission

COMMISSIONER APPLICATION

Applications are due no later than 4:00 p.m. on October 28, 2019.
For more information, please review the enclosed PROS Bylaws.

Return completed applications to:
Cambria Community Services District
Attention: Deputy District Clerk
P.O. Box 65
1316 Tamsen Street, Suite 201
Cambria, CA 93428

The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to publicly disclose their personal assets and income. Individuals must also disqualify themselves from participating in decisions, which may affect their personal financial interests. PROS members are required by law to file a Statement of Economic Interest (see enclosed Resolution 10-2018).

NAME: KNIEFFEN STEPHEN L

Home Address: [Redacted] CAMBRIA 93428
Street City Zip

Home Phone: [Redacted] Cell Phone: [Redacted]

E-mail address: [Redacted]

I have been a registered voter at the address listed above since: 1994
Year

If less than 6 months, place and date of last voter registration: _____
Address Date

Are you a registered voter in Cambria? yes () no

Enter qualifications and interest in the position below.

If additional space is needed, please use the reverse side of the application.

Signature: [Handwritten Signature] Date: 10/10/19



Parks, Recreation & Open Space Commission

COMMISSIONER APPLICATION

Applications are due no later than 4:00 p.m. on October 28, 2019.

For more information, please review the enclosed PROS Bylaws.

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Attention: Deputy District Clerk
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NAME: Atencio Adolph
Last First MI

Home Address: [Redacted] Cambria 93428
Street City Zip

Home Phone: [Redacted] Cell Phone: [Redacted]

E-mail address: [Redacted]

I have been a registered voter at the address listed above since: 2001
Year

If less than 6 months, place and date of last voter registration: _____
Address Date

Are you a registered voter in Cambria? yes no

Enter qualifications and interest in the position below.

Currently a PROS Commissioner. I would like to continue our progress on the Community Park on the East side of the Fiscalini Ranch Preserve. I would also like to continue our work on the path way along Burton Dr. to provide a safe route from Eaton Ln to ^{the} bridge over sant Rosa creek.

If additional space is needed, please use the reverse side of the application.

Signature: Adolph Atencio Date: 10/16/2019



Parks, Recreation & Open Space Commission

COMMISSIONER APPLICATION

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Cambria Community Services District
Attention: Deputy District Clerk
P.O. Box 65
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The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to publicly disclose their personal assets and income. Individuals must also disqualify themselves from participating in decisions, which may affect their personal financial interests. PROS members are required by law to file a Statement of Economic Interest (see enclosed Resolution 10-2018).

NAME: Renshaw Joyce A
Last First MI

Home Address: [Redacted] Cambria 93428
Street City Zip

Home Phone: [Redacted] Cell Phone: [Redacted]

E-mail address: [Redacted]

I have been a registered voter at the address listed above since: 1999
Year

If less than 6 months, place and date of last voter registration:
Address Date

Are you a registered voter in Cambria? yes no

Enter qualifications and interest in the position below.

I have served on PROS for several years,
and had to resign because of my husband's
illness. I feel now I can come back and
serve the Commission in a more dedicated
way. I would like to see the East Ranch →

If additional space is needed, please use the reverse side of the application.

Signature: Joyce A Renshaw Date: Oct 17, 2019

finished. I believe I can help with the continued effort to build the Park and its facilities as well as other duties of PROS.

I have served as chair to many organizations in town: University women, FFRP, chorale and was, with my husband, the original organizers of the fire safe focus group in Cambria many years ago.

CAMBRIA COMMUNITY SERVICES DISTRICT



PARKS, RECREATION AND OPEN SPACE COMMISSION

APPOINTMENT SCHEDULE

Adopted by the Board of Directors on 1/18/2018

Revised on October 4, 2018 per Resolution 28-2018

Revised on November 15, 2018 per Resolution 34-2018

Revised on December 13, 2018 per Resolution 41-2018

Revised on January 17, 2019 per Resolution 01-2019

Revised on July 3, 2019 due to Resignation of Joyce Renshaw

Commissioner	Date Appointed	Term Expiration
Steve Kniffen - Chairperson	12/17/2015	12/31/2019
Adolph Atencio - Vice-Chairperson	12/17/2015	12/31/2019
Vacant - Secretary		
Kermit Johansson	11/15/2018	11/15/2022
Teri Lord	12/13/2018	12/13/2022
Stanley Cooper - Alternate	10/4/2018	10/4/2020
Jim Bahringer - Alternate	1/17/2019	1/17/2021

Ex Officio Members	Date Appointed
Friends of the Fiscalini Ranch Preserve	2/1/2010
Coast Unified School District	2/1/2010

RESOLUTION NO. 41-2019
November 14, 2019A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
APPOINTING STEVE KNIFFEN, ADOLPH ATENCIO
AND JOYCE RENSHAW TO THE
PARKS, RECREATION AND OPEN SPACE COMMISSION

WHEREAS, Section 7.08.010 of the CCSD Municipal Code provides for a Parks, Recreation and Open Space (PROS) Commission, with commissioners who are appointed by the Board of Directors and who serve four-year terms and until they are replaced; and

WHEREAS, in accordance with the PROS By-Laws, the PROS Commission has recommended that the Board of Directors appoint Steve Kniffen, Adolph Atencio and Joyce Renshaw to the Commission.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cambria Community Services District that Steve Kniffen, Adolph Atencio and Joyce Renshaw are hereby appointed to the Parks, Recreation and Open Space Commission.

PASSED AND ADOPTED THIS 14th day of November, 2019.

David Pierson
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

Monique Madrid
District Clerk

Timothy J. Carmel
District Counsel

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **4.B.**

FROM: William Hollingsworth, Fire Chief

Meeting Date: November 14, 2019 Subject: CONSIDER ADOPTION OF RESOLUTION 39-2019 AND INTRODUCTION OF ORDINANCE 02-2019 AMENDING CHAPTER 6.04 OF THE CAMBRIA COMMUNITY SERVICES DISTRICT MUNICIPAL CODE AND ADOPTING AND AMENDING THE 2019 EDITION OF THE CALIFORNIA FIRE CODE, THE 2018 EDITION OF THE INTERNATIONAL WILDLAND URBAN INTERFACE CODE AND NATIONAL FIRE PROTECTION ASSOCIATION STANDARD 1144

RECOMMENDATIONS:

1. Adopt Resolution 39-2019.
2. Introduce Ordinance 02-2019 by title only and waive full reading.
3. Schedule a Public Hearing for the December 19, 2019 regular Board meeting to consider adoption of Ordinance 02-2019.
4. Direct CCSD staff to submit Resolution 39-2019, Ordinance 02-2019 and all appropriate and required documentation to the County of San Luis Obispo, as required by the California Health and Safety Code Section 13869.7.

FISCAL IMPACT:

No fiscal impact is anticipated related to the adoption of the updated California Fire Code, International Wildland Urban Interface Code, and National Fire Protection Association (NFPA) Standard 1144.

BACKGROUND:

Attached for the Board of Directors' consideration is an Ordinance, as well as a Resolution making certain required findings, to adopt and make amendments to the 2019 California Fire Code, the 2018 International Wildland Urban Interface Code, and NFPA Standard 1144. Every three years the California Fire Code is updated and adopted by the State, and local agencies throughout the State adopt the new Code and any needed local amendments. The new State of California Fire Code will go into effect on January 1, 2020.

Community service districts are authorized by Government Code Section 61100(d) to provide fire protection services pursuant to the provisions of Health and Safety Code Sections 13800, et seq. Health and Safety Code Section 13869.7 provides the procedure for adopting amendments to the State codes, which includes the requirement that the Ordinance be submitted to the County prior to noticing a proposed ordinance for public hearing, as well as submittal of the ordinance after adoption to the County Board of Supervisors for ratification. The adoption of codes by reference is also subject to the requirements of Government Code Sections 50022.1, et seq. The adoption procedure is somewhat different than the procedure that otherwise applies to the adoption of an ordinance. Pursuant to Government Code Section 50022.3, after the introduction of the ordinance, a noticed public hearing is to be scheduled and held. Accordingly, staff is recommending that Ordinance 02-2019 be introduced and a public hearing scheduled for December 19, 2019 to consider adoption of the Ordinance.

Ordinance 02-2019 amends provisions in Chapter 6.04 of the CCSD Municipal Code, readopts prior amendments to the previous version of the California Fire Code and makes a number of technical amendments. This includes technical amendments that have also been adopted by San Luis Obispo County as part of their adoption of the 2019 California Fire Code, so that the CCSD's Code is consistent with the County's requirements, including new provisions relating to driveway width requirements in very high fire severity zones and standards for turnarounds for driveways if they exceed specified lengths.

Local amendments from past Fire Code adoptions are also included in the Ordinance. These include provisions that were adopted in 2016 relating to: occupancy of buildings and use being prohibited before approval; a definition relating to "alteration" of a building; initiation of alarms, street, road and driveway grades; building address identification requirements; and requirements related to fire alarm and detection systems. Amendments were also made in 2013 and 2016, and are being continued, that revised fire sprinkler requirements to make them similar to and consistent with the majority of San Luis Obispo County in order to eliminate conflicting requirements, reduce confusion for local contractors and at the same time will not dilute the fire safety requirements of the current provisions enforced within the CCSD. Two tables relating to fire sprinkler requirements that have been adopted by the County are being adopted: Table 903.1 – Automatic Fire Sprinkler System Requirements for New Construction, and Table 903.2 – Automatic Fire Sprinkler System Requirements for Existing Construction. Copies of the Tables, which are incorporated into the Code by reference, are attached.

Also, in 2013 one of the amendments related to adding language prohibiting the use of "sky lanterns," which are small hot air balloon open flame devices. At that time, it was noted that efforts were made Countywide to regulate sky lanterns in the same manner as aerial fireworks, and that agencies throughout San Luis Obispo County had added such a prohibition. It was also noted that it was expected that a similar prohibition would be included in the new California Fire Code. The prohibition is included in the 2019 Fire Code; however, it does not contain exceptions for religious or cultural ceremonies that have previously been adopted by the County and made part of the CCSD local amendments in 2016. Accordingly, a definition and exception consistent with the one adopted by San Luis Obispo County has again been included.

In addition, staff is proposing that a new section be added that will provide that the Fire Chief and his or her designees have peace officer authority pursuant to Sections 830.37(a) and (b) of the California Penal Code when performing their duties under the Fire Code and other fire and life safety codes. The intent of this provision is to allow for the issuance of citations for violations of such codes, in particular as they relate to defensible space and the possession of fireworks. A similar provision was in the CCSD Code until 2010. While it's not clear why it was removed, inclusion in the 2019 amendments will add a valuable tool for enforcement purposes. It also should be noted that in accordance with the express provisions of Penal Code Section 830.37, peace officers authorized under that section cannot carry firearms without further authorization and only under the specific terms and conditions specified by their employing agencies, and such authorization is not being requested or contemplated at this time.

DISCUSSION:

After introduction, Ordinance 02-2019 will be submitted to the County for review and comment in accordance with the requirements of Health and Safety Code Section 13869.7. After holding the required public hearing and adoption at the December 19, 2019 CCSD regular Board meeting, the Ordinance will then be submitted to the County for ratification by the Board of Supervisors and then sent on to the California Building Standards Commission for official filing. Upon filing with the State, the new regulations and standards will be fully enforceable within the CCSD.

In addition, in order to adopt revisions to the California Fire Code, Health and Safety Code Sections 13869.7, 17958.7 and 18941.5 require that special findings be made that due to climatic, geographical and topographical conditions that exist within the local community, the amendments to the adopted codes are necessary to protect life, health, the community environment and property. Accordingly, Resolution 39-2019 has been prepared for consideration by the Board of Directors in support of the adoption of more restrictive fire and life safety standards and requirements than those contained in the State's Fire Code. The proposed amendments to the California Fire Code and International Wildland Urban Interface Code focus on the many unique environmental, topographical, geological, climatic and emergency response issues that face the Cambria Community Services District. The proposed amendments address numerous fire safety and related issues specific to Cambria.

Attachments: Resolution 39-2019
 Exhibit A to Resolution 39-2019
 Ordinance 02-2019
 Table 903.1
 Table 903.2

RESOLUTION 39-2019
NOVEMBER 14, 2019

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMBRIA COMMUNITY SERVICES DISTRICT MAKING FINDINGS PURSUANT TO CALIFORNIA HEALTH AND SAFETY CODE SECTIONS 13869.7, 17958.7, and 18941.5 RELATED TO THE ADOPTION OF AMENDMENTS TO THE 2019 EDITION OF THE CALIFORNIA FIRE CODE, THE 2018 EDITION OF THE INTERNATIONAL WILDLAND URBAN INTERFACE CODE AND THE 2018 NATIONAL FIRE PROTECTION ASSOCIATION STANDARD 1144

WHEREAS, it is the responsibility and duty of the Board of Directors of the Cambria Community Services District to provide citizens with the greatest degree of protection from fire; and

WHEREAS, the California Fire Code, Title 24, Part 9 is adopted every three (3) years by order of the California Legislature with supplements published in intervening years; and

WHEREAS, the latest edition of the California Building and Standards Code was published this year and has the force of law beginning January 1, 2020; and

WHEREAS, Ordinance 02-2019 will amend Section 6.04.010, et seq., of the Cambria Community Services District (CCSD) Municipal Code to adopt and amend the 2019 California Fire Code (which is based on the 2018 International Fire Code), the 2018 International Wildland Urban Interface Code, the 2018 National Fire Protection Association Standard 1144; and

WHEREAS, the Board of Directors of the Cambria Community Services District desires to make findings as required by the California Health and Safety Code Sections 13869.7, 17958.7, and 18941.5 that because of unique climatic, geographical and topographical conditions that exist within Cambria, the amendments to the adopted codes are necessary to protect the citizen's life, health, the community environment and property.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cambria Community Services District as follows:

1. That the recitals set forth hereinabove are true, correct, valid and incorporated into the body hereof by this reference.
2. Based upon the facts contained in "Exhibit A," the Board of Directors hereby makes findings that due to unique climatic, geographical and topographical conditions that exist within Cambria, the amendments to the 2019 Edition of the California Fire Code, the 2018 Edition of the International Wildland Urban Interface Code, and the 2018 National Fire Protection Association Standard 1144, as set forth in Ordinance 02-2019, are necessary to protect the life, health, community, environment and property

within the CCSD. That said Exhibit A, entitled “Cambria Community Services District Fire Department 2019 California Fire Code Amendment Findings,” a copy of which is on file in the Cambria Community Services District administrative offices located at 1316 Tamsen Drive, Suite 201, Cambria, CA 93428, and is available there for public inspection, be and hereby is approved and adopted in the form set forth in said “Exhibit A.”

The foregoing Resolution 39-2019 was adopted at a Regular Meeting of the Board of Directors of the Cambria Community Services District on November 14, 2019.

AYES:

NAYS:

ABSENT:

David Pierson
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

Monique Madrid
District Clerk

Timothy J. Carmel
District Counsel

“EXHIBIT A” to Resolution 39-2019
CAMBRIA COMMUNITY SERVICES DISTRICT FIRE DEPARTMENT
2019 CALIFORNIA FIRE CODE FINDINGS

Pursuant to Sections 13869.7, 17958.7 and 18941.5 of the California Health and Safety Code, the report contained herein shall be facts and the findings document to support proposed Cambria Community Services District Ordinance No. 02-2019. Under said ordinance, specific amendments have been established which are more restrictive in nature than those sections adopted by the State of California and contained in Title 24 of the California Code of Regulations.

The amendments to the California Fire Code, 2019 Edition (which is based on the 2018 International Fire Code as published by the International Code Council, and is part of the California Code of Regulations/ California Buildings and Standards Code, Title 24, Part 9), and the International Wildland Urban Interface Code 2018 edition (as published by the International Code Council), and the National Fire Protection Association Standard 1144, *Standard for Reducing Structure Ignition Hazards from Wildland Fire*, will apply in the Cambria Community Services District. The amendments address the unique fire problems, concerns, and future directions, by which this District can establish and maintain an environment which will deliver an adequate level of fire and life safety protection to its citizens and visitors.

Under the provisions of Sections 13869.7, 17958.7 and 18941.5 of the Health and Safety Code, local amendments shall be based on climatic, geographical, or topographical conditions. The findings contained herein shall address each of these situations and shall present the local situation, which, either singularly or in combination, cause the need for the amendments to be adopted.

CAMBRIA COMMUNITY PROFILE

In 1866, the Town of Cambria was established. Cambria encompasses an area of approximately 5 square miles, with a residential population of approximately 6,500. The physical location of Cambria is 1 mile north of Highway 46 West on California Highway 1 and immediately south of San Simeon Creek Road and California Highway 1, immediately adjacent to the Pacific Ocean. The majority of Cambria contains single-family residential housing, two distinct business areas, numerous hotels, motels and bed and breakfasts, as well as an elementary school, a middle school and a high school, and a small commercial business area. Housing areas are spread across Cambria at elevations ranging from 10 to 600 feet above sea level.

Traversing through Cambria is California State Highway 1 and the Pacific Ocean to the West. Another unique factor that can create a barrier is the possibility of an earthquake collapsing the Santa Rosa Creek bridges and San Simeon Creek Bridge, which would restrict access for emergency equipment.

Based on this profile of Cambria, the Cambria Community Services District Fire Department (CCSDFD) established certain requirements to increase the level of fire safety to the citizens and visitors of Cambria, as well as the buildings and property within its boundaries. The following points are factors which cause concern to the CCSDFD and are herein established and submitted as the findings:

1. CLIMATIC

The climate and weather patterns within Cambria are considered to be directly affected by the onshore winds from the Pacific Ocean, located immediately to the West. Normal rainfall averages 20-25 inches annually. During the winter rainy periods Cambria has the potential to experience flooding. The West business district flooded several years ago, interrupting emergency service response to this area and other parts of the community. During these flooding events it would be imperative that the community has automatic fire suppression systems to extinguish or control a fire to which the CCSDFD has a delayed response. During the summer and fall months, temperatures average approximately 68 degrees and can exceed 80 degrees for a period of days. Dry winds can remove the moisture from vegetation. Cambria has also experienced periods of drought which push fuel moisture levels to significantly low levels for long periods of time. It is well documented that coastal fuel models do not respond well to long periods of drought and low fuel moisture. Secondary to recent drought activity, it is estimated that there exists a greater than 60 percent tree mortality rate in the Cambria Pine Forest. During late summer and fall, winds can move a fire quickly across the hills and/or through residential and commercial areas of Cambria.

Because of weather patterns and limited water sources Cambria (like few other California communities) has long established and participated in water conservation programs to prevent water rationing. During some years water rationing and limitations on water use has been instituted and required. Water availability may be further limited in the future due to limited storage Capacity and increased consumption, as well as the climatic conditions which further impact the already minimal annual rainfall. Cambria's present water storage capacity is adequate for response to a single structure fire. Cambria experiences periods of low humidity, high temperature and winds each year. The age of the Cambria Pine Forest combined with diseases such as Pine Pitch Canker and infestations from Bark Beetle, create an environment where catastrophic wildland and resultant structural fires can occur. These conditions can create a situation where the Fire Department would commit limited resources to attempt to control and extinguish fire(s). The coastal fuel model types that are prevalent in and around Cambria are GR-6, GR-7, and TU-5. As mentioned above, these fuel model types have a scientific history of poor recovery from drought or low humidity and warm, dry wind conditions. In these known fuel types, it is well documented and observed that flying brands or burning embers from any fire can and will ignite many new fires. Since this is an obvious risk to our community, we must embrace ignition resistant exterior building construction features that protect the occupants as well as the surrounding wildland urban interface and intermix areas from this ever-present fire threat. These climatic conditions set the stage for potentially disastrous wildfire occurrences and threaten the public safety of the community. Cambria has not experienced a significant wildfire in over 130 years. While sound management of the water resources is possible, actual demands on our water supply have and will most assuredly increase.

2. GEOLOGICAL

The geologic features offered by Cambria give residents and visitors alike great scenic appeal. The coastline along the Pacific Ocean is emerging and is a rocky coast. The area in and around Cambria has considerable evidence of prior seismic activity. During the last several years earthquakes centered in Parkfield, San Simeon and Templeton have caused

significant seismic activity within Cambria. Several active faults are located to the East of Cambria and could result in damage occurring to the community. The disruption of streets and roadways due to seismic damage could delay the arrival of emergency fire response and allow fires to quickly escalate beyond the fire department's ability to suppress them. The installation of automatic fire suppression systems will allow the ability for the system to take action prior to the fire department's arrival. The potential for severe damage does exist for the entire built environment in the community but respective distances to such faults may limit damage in new construction where damage to older existing structures could be serious.

Although the CCSDFD and water system in Cambria are currently rated Class-4/4x by the Insurance Services Offices (ISO) it is possible that major fire flow requirements could be disrupted and automatic fire suppression systems requiring much less water would be the only means of extinguishment. Recent improvements to the community's water storage system have occurred; however, our community remains below current acceptable standards for the required amount for fire protection. The Cambria Community Services District (CCSD) is currently working toward a multi-year plan to improve the community water storage shortfall. Until a more reliable and permanent supplemental water supply is secured, Cambria is in and will remain in a water shortage emergency.

The potential for earthquakes influences fire protection planning. A major seismic event would create a community-wide demand on fire protection services, which would be beyond the response capability of the fire department. Near shore and long-distance Tsunami's can and would flood and damage large sections of Cambria. During flooding events it is well documented that building and other fires can and often do occur. This potential problem can be partially mitigated by requiring initial fire control through the installation of automatic fire protection systems. Extinguishing systems are instrumental in controlling or extinguishing fires in buildings in the event the water system is operating and undamaged by the seismic event. This increases the availability of firefighting resources to handle other emergencies during and after seismic events.

The geological layout of Cambria's hillside areas creates hazardous conditions should a storm or earthquake cause trees to fall and block roadways making access difficult or impossible until properly cleared. Landslides also frequently occur which can block ingress and egress. These conditions have occurred in the past and will happen again.

3. TOPOGRAPHIC

The topographic element of this report is associated closely with the geological element noted above. While the geological features create the topographic conditions, the areas of findings in this Section are a result of the construction and design of Cambria.

As the tourism activity in Cambria increases and parking lots fill with customers, delivery vehicles tend to double-park and add to congestion, which increases response times for emergency equipment. Most of Cambria's road system is below current access standards and pose challenges for responding emergency vehicles. Vegetation grows near or over the roadways' edge and are prone to erosion, landslides, and blockages by falling trees. These conditions have impacted the timely delivery of emergency fire response to the community. Local residents and visitors parking on or adjacent to already sub-standard streets create

access problems and blockages for fire and emergency services. The requirement for automatic fire suppression systems, defensible space, ignition resistant exterior construction features and improved fire access would support the fire and life safety response.

California Highway 1 completely traverses Cambria, creating a potential “barrier” to emergency response teams. All roads must pass over Highway 1, which could be sensitive to collapse in the event of an earthquake. In this instance, Cambria could be physically divided.

The value of the land in Cambria is near the top in the County. Maximum usage of the land is important to property owners, investors and developers. The most effective method of achieving this is to allow large homes on small lots with Pine trees and vegetation all around the structures. In numerous cases property is very sparingly cleared and a single residential dwelling is built in its place.

The town of Cambria is currently a designated by Cal Fire as a high wildland fire severity zone. The rural nature of the town and the fact that a significant wildland fire has not occurred here in over 130 years places the community and visitors at significant risk. Narrow roads and steep hillsides increase response times and delay fire suppression efforts. The accumulation of combustible trees, dead vegetation, brush and grass create significant hazards and pose a severe burden on emergency response by the fire department. The potential for multiple fires would quickly overtax the CCSDFD ability to adequately provide service. The hillside location of homes, and the grouping together of numerous homes in a small area, also creates service delivery problems for the department. Fires occurring in these homes have a greater potential to spread to the wildland and therefore would expose additional structures to loss by fire.

The physical isolation of the town of Cambria places neighboring fire departments significant distances away. When fire mutual aid is needed, the 30-minute average response time for neighboring jurisdictions to arrive from the East and South allows a significant amount of time for fires to grow and exceed the resource capability of the responding adjacent fire equipment. Therefore, requirements for built-in fire protection, defensible space, fuel reduction, ignition resistant exterior building features and improved access would significantly improve the fire and life safety for the residents and visitors of Cambria.

STATEMENT OF THE PROBLEM

The CCSDFD is charged with the task of providing a reasonable degree of fire and life safety protection to the citizens and visitors to our town. The continued development and growth of Cambria, as it relates to the delivery of fire protection, are of major concern if we are to continue to provide even a minimum level of fire protection to our community.

These findings address the problem of community growth and cost of fire control while offering an alternative approach to the continually growing demand for publicly funded fire protection services.

A report by the Institute for Local Self-Government entitled “Alternative to Traditional Public Safety Delivery Systems,” finds that a fire chief must move toward built-in private

fire protection equipment and systems if they are to control the fire department's operational budget, and adequately address the community fire protection problem.

This study, using guidelines from the Institute for Local Self-Government and the National Fire Protection Association, proposed that the fire department control fires in all new structures built within their jurisdiction. This could be accomplished by using an established emergency response assignment that will not create a deficiency in the fire protection services currently offered to the already established community.

The CCSDFD's emergency response assignment varies, depending on Paid-Call or Reserve Firefighter availability. Most Fire Departments consider two engine companies, a rescue unit, an EMS unit (paramedics), and a Chief Officer to be a minimum emergency response assignment for a single-family structure fire.

The CCSDFD's current daily staffing includes three personnel on a single Engine Company, and an Automatic Aid response from CAL Fire/San Luis Obispo County Fire, other adjacent agencies as well as available Reserve Firefighters. It then seems only reasonable that new structures constructed or added onto, in Cambria, be protected by built-in fire protection systems. The criteria for controlling the cost of fire protection in the CCSD is to cause (by ordinance) new structures, regardless of type of construction or occupancy, to be equipped with automatic fire sprinklers.

The amending and adoption of the 2019 California Fire Code, and the 2018 International Wildland Urban Interface Code and the NFPA Standard 1144 identifies a legally accepted, and recognized means to ensure public safety and proper protection from fire. The adoption of these Codes together with the amendments provides a reasonable and established means of adequately protecting life, the environment and property in Cambria.

These findings and future fire code provisions of the same kind reduce the need for large additions to publicly funded fire protection and allow the CCSD to grow with reasonable expansion of the CCSDFD. They also place fire protection and prevention in the community where the benefit can be realized much quicker and with greater advantage.

While smoke detectors are intended to provide an early warning that allows occupants to escape or defend themselves from the hazard of fire, automatic sprinklers are meant to control or extinguish a developing fire and to enable occupants to better escape. Automatic sprinklers are designed to respond quickly to suppress a fire, early in the fire's development stages. This will allow for the suppression or extinguishment of a fire, and still leave a breathable atmosphere for occupants to safely exit the building. Automatic fire sprinklers can also contain the fire to the building of origin, and therefore potentially keep the fire from spreading to the exterior wildland environment.

Based on these findings, Ordinance No. 02-2019 will provide effective protection of the residents, the environment, as well as property, and help reduce the ravages of fire.

It should also be noted these findings are only a part of the total CCSD master fire protection plan. This may be one of the single most important elements toward the progressive improvement of the delivery of fire and life safety/protection services.

While the adoption of stringent regulations may not prevent all incidents of fire or deaths from fire, the implementation of the various codes and/or requirements will reduce the severity and potential for the loss of life, damage to the environment and property damage in our community.

Prepared and submitted by: William Hollingsworth, Cambria CSD Fire Chief

ORDINANCE NO. 02-2019

BOARD OF DIRECTORS
CAMBRIA COMMUNITY SERVICES DISTRICT
DATE: NOVEMBER 14, 2019

**ORDINANCE AMENDING CHAPTER 6.04 OF THE CAMBRIA
COMMUNITY SERVICES DISTRICT MUNICIPAL CODE AND
ADOPTING AND AMENDING THE 2019 EDITION OF THE
CALIFORNIA FIRE CODE, THE 2018 EDITION OF THE INTERNATIONAL
WILDLAND URBAN INTERFACE CODE, AND THE 2018 NATIONAL
FIRE PROTECTION ASSOCIATION STANDARD 1144**

The Board of Directors of the Cambria Community Services District (CCSD) ordains as follows:

Section 1. Findings.

The Board of Directors of the Cambria Community Services District, (hereinafter referred to as "District"), hereby makes the following findings of fact:

- A. Section 13869 of the Health and Safety Code of the State of California, Article 2 (commencing with section 50022) of Chapter 1 of Part 1 of Division 1 of Title 5 of the Government Code, and 61100(d) of the Government Code, authorize the Cambria Community Services District to adopt an Ordinance, which incorporates by reference fire prevention codes, and amendments.
- B. The California Code of Regulations/CA Buildings and Standards Code, Title 24, Part 9 which includes the California Fire Code, is adopted by order of the California Legislature with supplements published in intervening years.
- C. The latest edition of the California Buildings and Standards Code was published in 2019 and has the force of law beginning **January 1, 2020**.
- D. This Ordinance will repeal the current fire codes and all other previously adopted fire codes and amendments. This Ordinance will adopt and amend the 2019 California Fire Code, the 2018 International Wildland Urban Interface Code as published by the International Code Council, and the 2018 National Fire Protection Association Standard 1144 Standard for Reducing Structure Ignition Hazards from Wildland Fire, and will include annual supplements and State amendments and errata.
- E. Pursuant to California Health and Safety Code Sections 13869.7, 17958.7 and 18941.5 the Board has adopted Resolution No. 39-2019 making specific findings that because of unique climatic, geological, and topographical conditions that exist in Cambria, that the amendments to the adopted codes are necessary to protect life, health, property and the environment of the citizens of Cambria.

Section 2. Amendment to Section 6.04.010 of the Cambria Community Service District Municipal Code

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Section 6.04.010 of the Cambria Community Services District Municipal Code is hereby amended as follows:

“6.04.010 -- Adoption of the 2019 edition of the California Fire Code, the 2018 International Wildland Urban Interface Code and the 2018 National Fire Protection Association Standard 1144.

Except as provided in 6.04.040, all articles and appendices of the 2019 California Fire Code, which is based on the 2018 edition of the International Fire Code as published by the International Code Council, the 2018 edition of the International Wildland Urban Interface Code as published by the International Code Council, and the 2018 edition of Standard 1144 Standard For Reducing Structure Ignition Hazards From Wildland Fire as published by the National Fire Protection Association, are adopted, including annual supplements, State amendments and errata.”

Section 3. Amendment to Section 6.04.040 of the Cambria Community Services District Municipal Code

Section 6.04.040 of the Cambria Community Services District Municipal Code is hereby amended as follows:

“Section 6.04.040 -- Amendments and Exceptions to the 2019 California Fire Code (CFC) and the 2018 International Wildland Urban Interface Code (IWUIC).

Pursuant to Resolution No. 39-2019, the Board of Directors of the Cambria Community Services District found that because certain unique local climatic, geological and topographical conditions exist within the District, more stringent building standards relating to fire and public safety than those standards adopted by the State Fire Marshal, and contained in the California Building Standards Code are necessary for adequate fire protection within the District. Resolution No. 39-2019 and the findings contained therein are hereby incorporated herein by this reference. The following amendments and exceptions to the California Fire Code, 2019 edition, are therefore hereby made:

1. CFC Section 101.1 Title: Insert the Cambria Community Services District.
2. CFC Section 103.2 Appointment: This Section is deleted in its entirety.
3. CFC Section 104.1 General, is amended to add the following language: The Fire Chief and his/her designees shall have the authority of Peace Officers or Public Officers pursuant to the California Penal Code Sections 830.37(a) and 830.37(b) in the performance of their duties under the California Fire Code and all other adopted Fire and Life Safety codes.
4. CFC Section 105.3.3 Occupancy Prohibited Before Approval, is amended as follows: Occupancy and use prohibited before approval. The building or structure shall not be occupied prior to the fire code official issuing a permit that indicates that applicable provisions of this code have been met. No appliance, device, equipment, or system shall be operated or used until the installation has been approved and permitted by the fire code official and all applicable provisions of this code have been met. It shall be the duty of the permit applicant or contractor or both to cause the work to remain accessible and exposed for inspection purposes.

5. CFC Section 106.1 Fees, is amended as follows: Fees are specified in the Cambria Community Services District Fee Schedule for District Services, as adopted by resolution by the Board of Directors.
6. CFC Section 109.1 Board of Appeals Established, is amended as follows: To determine the suitability of alternate materials and types of construction and to provide for reasonable interpretations of the provisions of this code, there shall be and hereby is created a Board of Appeals consisting of the five members of the Cambria CSD Board of Directors. When a Cambria CSD Fire Code Appeal Board is convened, the Board of Directors shall become members of the Cambria CSD Fire Code Appeal Board. The existing rules and regulations of the Cambria CSD Board of Directors shall apply for appeal proceedings under this code. All decisions and findings will be placed into writing and a copy sent to the Fire Chief and the appellant.
7. CFC Section 202 General Definitions, the definition of "Alteration", is amended as follows: Alteration. Any construction change or renovation to an existing structure. Alterations include, but are not limited to, the addition or elimination of walls within the existing building envelope.
8. CFC Sections 202 and 302.1 Definitions, are amended to add the following definition:

SKY LANTERN. An airborne lantern typically made of paper with a wood frame containing a candle, fuel cell composed of waxy flammable material or other open flame which serves as a heat source to heat air inside the lantern to cause it to lift into the air. Sky candles, fire balloons and airborne paper lanterns mean the same as sky lanterns.
9. CFC Section 307.1.1 Prohibited Open Burning, is amended as follows: All open burning, bonfires, warming fires, and debris fires are prohibited within the Cambria CSD jurisdictional boundaries, except as permitted and authorized by the Cambria Community Services District Fire Department and the San Luis Obispo County Air Pollution Control District. This amendment does not restrict barbecues or recreational fires in a permanent approved barbecue pit or a manufactured device designed for the purpose.
10. CFC Section 308.1.6.3 Sky Lanterns, is amended to add the following section:

308.1.6.3 Sky Lanterns. The ignition and launching of sky lanterns is prohibited.
 Exceptions:
 Upon the approval of the fire code official, sky lanterns may be used under the following conditions:
 (a) When necessary for religious or cultural ceremonies and adequate safeguards have been taken in the discretion of the fire code official.
 (b) Sky lanterns shall be tethered in a safe manner to prevent them from leaving the area and must be constantly attended until extinguished.
11. CFC Section 311.1.3 Securing Premises, is added as follows: The owner, occupant or other persons having under their control of any property, or materials on property, damaged by fire, when access by the public is possible, shall secure the property either by boarding up all openings, fencing, barricading or other appropriate measures as directed by the Fire Chief within 24 hour of the incident.
12. CFC Section 405.7 Initiation, is amended to read as follows: Where a fire alarm

system is provided, emergency evacuation drills shall be initiated by activating the fire alarm system. Prior to initiating an alarm, the person initiating the alarm shall contact the fire alarm monitoring company and advise the company's dispatcher of the fire drill. In cases where the fire alarm system is not monitored by a central station, notification shall be provided to the fire department dispatch center.

13. CFC Section 503.2.3 Surface, is amended as follows: All fire apparatus access roads, must be able to support a **minimum of 40,000 pounds as certified by a licensed civil engineer.**
14. CFC Section 503.2.4 Turning Radius, is amended as follows: The turning radius of a fire apparatus access road or driveway, shall be at least 28 feet inside radius and 48 feet outside radius.
15. CFC Section 503.2.7 Grade, is amended as follows: The grade for all roads, streets, private lands and driveways shall not exceed 16 percent. Design criteria shall be in accordance with San Luis Obispo County Public Works public improvement standards. Roads 12%-16% shall be a nonskid asphalt or concrete surface as specified in San Luis Obispo County public improvement Standards, specifications and drawings.
16. CFC Section 503.2.9 Driveway, is added as follows: Driveway specifications shall be provided for the fire plan review process.
17. CFC Section 503.2.9.1 Driveway Width for High and Very High Fire Severity Zones, is added as follows:

Length	Required Width
0-199'	12'
Greater than 200'	14"

18. CFC Section 503.2.9.2 Turnarounds, is added as follows: Turnarounds must be provided if driveway exceeds 300 feet, and shall be within 50 of the building. For driveways exceeding 300 feet, a turnaround shall be at the building site and must be within 50 of the dwelling. For driveways exceeding 800 feet, turnouts shall be provided no more than 400 feet apart. Driveways exceeding 150 feet in length, but less than 800 feet in length, shall provide a turnout near the midpoint of the driveway.
19. CFC Section 503.2.9.3 Turnouts, is added as follows: A turnout shall be provided near the midpoint and shall be a minimum of 10 feet wide and 30 feet long with a minimum 25 foot taper on each end.
20. CFC Section 503.4 Obstruction of Fire Apparatus Access Roads, is amended as follows: Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The Fire Chief and/or their authorized representatives, shall have the power and authority to remove or cause to remove, without notice, any vehicle or object parked or placed in violation of the California Fire Code. The owner of the vehicle or other object removed is responsible for all towing, storage and other charges incurred.
21. CFC Section 503.5 Required Gates or Barricades, is amended as follows: All motorized gates or barricades must have a system disconnect and a clearly understandable manual method of opening. All locks or other security devices

must be either a Knox Company product or another similar system as approved by the Cambria CSD Fire Department.

22. CFC Section 505.1 Address Identification, is amended to read as follows: New and existing buildings shall have approved address Identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their back grounds and be reflective material. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be a minimum height of: 6” inches for residential, 8” inches for commercial, and 10” for industrial, with a minimum stroke width on ½ inch. Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response. Where access is by means of a private road and the building address cannot be viewed from the public way, a monument, pole or other approved sign or means shall be used to identify the structure. When required by the fire code official, complexes with multiple buildings may be required to provide directories, premises maps and directional signs. The scale, design and location of directory signs shall be approved by the fire code official and be required to be illuminated.
23. CFC Section 603.4 Portable Unvented Heaters, is amended as follows: Portable unvented fuel-fired heating equipment shall be prohibited in all occupancies and in all groups. All flammable and combustible fueled heaters that are not vented to the outside of the building are included in this section.
24. CFC Section 903.2 Automatic Fire Sprinkler Systems, Where Required- is amended as follows: Section 903.2 “Where Required” is amended by deletion of Sections 903.2 through 903.2.11.3. Section 903.2 is amended by addition thereto to add Table 903.1 – Automatic Fire Sprinkler System Requirements for NEW CONSTRUCTION and Table 903.2 – Automatic Fire Sprinkler System Requirements for EXISTING CONSTRUCTION, which tables are attached hereto and incorporated herein by this reference.
25. CFC Section 903.3.2 Quick-Response and Residential Sprinklers, is amended as follows: All Group-R residences must have an approved automatic fire sprinkler head(s) installed in all attic or other areas where a forced air unit (FAU) or other open flame or heat producing device is located. An inspector’s test valve must also be installed on all Group-R buildings at the point furthest opposite from where the fire sprinkler riser enters the building. Sprinkler heads and inspectors test valve locations are subject to approval by the Cambria CSD Fire Department.
26. CFC Section 903.3.7 Fire Department Connections, is amended as follows: Fire department connections for automatic sprinkler systems shall be installed in accordance with Section 912. Connections shall be located on the addressed side of the building and within 150 feet of a fire hydrant, with the exact location to be specified by the Fire Chief. The Fire Chief may require connections in locations other than the addressed side when necessary due to response needs or unusual building configuration.
27. CFC Section 903.3.8.6 Exterior Notification, is added as follows: All fire sprinkler systems including NFPA 13, 13D, and 13R shall provide a local water flow alarm.
28. CFC Section 907.1 Fire Alarm and detection systems, General, is amended to read as follows: This section covers the application, installation, performance, and

maintenance fire alarm systems and their components in new and existing buildings and structures. All new commercial and industrial building shall be installed with fire alarm systems. The requirements of Section 907.2 are applicable to new buildings and structures. The requirements of Section 907.9 are applicable to existing buildings and structures.

29. CFC Section 907.10.1 False Alarms, is added as follows: False alarms exceeding 3 per calendar year are subject to citation and cost recovery.
30. CFC Section 2306.2.3 Above-ground tanks located outdoors, above grade is amended by adding subsection 6 to read as follows:
6. All above ground liquid motor fuel tanks regardless of class of liquid or size must be permitted and approved by the Fire Chief or his or her designee.
31. CFC Section 5601.1 Scope, is amended as follows: The discharge, possession and or storage of both Safe and Sane (California State Fire Marshal Approved) Fireworks as well as all illegal fireworks is prohibited, *except* for professional displays that are permitted and approved by the Fire Chief or his or her designee, in accordance with Title 19, California Code of Regulations, Chapter 6.
32. Section CFC 5609, is amended to read: Seizure of Fireworks. The Fire Chief or his or her designee shall have the authority to seize, take and remove fireworks stored, sold, offered for sale, used or handled in violation of the provisions of Title 19, California Code of Regulations, Chapter 6 and the California Health and Safety Code, Chapter 9. This shall include Safe and Sane fireworks as well as specified in amended Section 5601.
33. IWUIC Chapter 5 Table 502.1 Fire Hazard Severity: This table is eliminated.
34. IWUIC Section 504.1 General, is amended as follows: Class 1 ignition-resistant construction shall be required for all new and remodel construction and shall be in accordance with Sections 504.2 through 504.11.
35. IWUIC Section 505 Class 2 Ignition-Resistant Construction: This section is deleted in its entirety.
36. IWUIC Section 506 Class 3 Ignition-Resistant Construction: This section is deleted in its entirety.
37. IWUIC Appendix-C (Fire Hazard Severity Form), is eliminated in its' entirety and is replaced as follows: In order to determine the applicable Fire Hazard Severity Class rating for construction within the CCSD the current Cambria CSD Fire Wildland Fire Risk map will be utilized to determine the requirements for the ignition resistant class rating. When there is a conflict between California State severity zones and CCSD severity zone maps the more stringent requirement shall be applied."

Section 4. Repeal of Conflicting Ordinances:

All former ordinances or parts thereof conflicting or inconsistent with the provisions of this Ordinance or the Code or Standards that were previously adopted are hereby repealed.

Section 5. Severability:

If any section, subsection, subdivision, paragraph, sentence, or clause of this Ordinance or any part thereof is for any reason held to be unlawful, such decision shall not affect the validity of the remaining portion of this Ordinance or any part thereof. The Board of Directors hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, or clause thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, or clause be declared invalid or unconstitutional.

Section 6. Date of Effect:

This Ordinance shall take effect and be in force from and after its approval, as provided by law. Within **thirty (30)** days of passage, this Ordinance shall be published one time in a newspaper of general circulation published within the Cambria Community Services District’s jurisdictional boundaries, together with the names of said Board Members voting for and against the Ordinance.

On the motion of Director _____, seconded by Director _____, and the following roll call vote, to wit:

AYES:
NOES:
ABSENT:

Ordinance No. 02-2019 is hereby adopted.

President, Board of Directors

ATTEST:

Monique Madrid
District Clerk

APPROVED AS TO FORM:

Timothy J. Carmel
District Counsel

Table 903.1 – Automatic Fire Sprinkler System Requirements for NEW CONSTRUCTION

STRUCTURE TYPE	SPRINKLERS REQUIRED ²	DESCRIPTION	SQUARE FOOTAGE ¹		MIN. DISTANCES BETWEEN STRUCTURES AND PROPERTY LINES (PL)	REQUIREMENTS	USE EXAMPLES	EXCEPTIONS
			MIN	MAX				
New Construction	Yes	New buildings including mobile homes and commercial coaches ¹	0		Per CBC, CRC	Throughout new buildings	All new construction and dwellings	Exceptions 2, 3, 4
Residential Accessory Structure	Yes	Accessory structures as defined in CRC	1,000	3,000	50 feet from PL 30' between any structures on site	No heating, cooling, living or sleeping spaces	One story garage, workshop, studio, residential storage bldg.	Exception 1
Agricultural Structure	Yes	Accessory to agricultural operation, livestock, crops. Agricultural operations in accordance with AG LUO & CBC definition	3,000	5,000	100 feet from PL, 50 feet from other structures	Primary usage must be 75% livestock or crops	One story barn or stables	Exception 1
Pole barn, Covered arena, Greenhouse	No	One story hay storage, covered riding arena, greenhouses	Unlimited if 60 feet on all sides per CBC		100 feet from PL, 50 feet from other structures	No public use or access	See description	None
Agricultural Exempt (no permit required)	No	LUO Ag Exempt & signed affidavit	0	3,000	100 feet from PL, 50 feet from other structures	Per Ag Exempt agreement	Ag-Barn on Ag zoned land over 20 acres	See Title 19

References:

CRC: California Residential Code | **CFC:** California Fire Code | **CBC:** California Building Code | **LUO:** Land Use Ordinance (San Luis Obispo County)

Footnotes:

¹ For the purpose of calculating square footage for the application of fire sprinkler requirements and fire flow requirements, the floor area shall include all combustible areas attached to the structure, including garages, patio covers, overhangs over 2 feet, covered walkways and decks.

² Automatic Fire Sprinklers installed at exterior locations shall be approved corrosion resistant devices when environmental or operational conditions warrant.

Exceptions:

1. Structures between the minimum and the maximum square footage must meet all the above table criteria and all the following are required in lieu of fire sprinklers: ▪ no conditioned or habitable space, ▪ no second stories (lofts 1/3 the floor area and open to below are allowed), ▪ minimum two exits including one pedestrian door (side hinge swinging door), ▪ workshops or offices limited to 10% of floor area, ▪ dedicated fire water storage minimum of 5,000 gallons steel tank in full compliance with NFPA 1142 (see fire safety plan) if there is no community provided fire hydrant within 500 ft., ▪ structure complies with the California Wildland Urban-Interface Ignition Resistant Construction Requirements, ▪ heat detectors installed in accordance with CBC linked to an audible bell mounted in the exterior of the structure. ▪ Cannot be used as a place of employment or for public assemblage/events. ▪ Cannot be used as a commercial building.

2. A single-story building or commercial coach where floor area does not exceed 1000 square feet and the occupancy is not a Group A, E Daycare, F1 Woodworking, group R, Group H, Group I occupancy or any occupancy where cellulose nitrate film, pyroxylin plastics or any hazardous materials manufactured, stored or handled in quantities in excess of Tables in CBC, CFC or within Los Osos CSD and the fire flow from a hydrant is less than 750gpm at 20psi.

3. Mobile/manufactured or factory-built homes or commercial coaches constructed or altered on or before March 12, 2011 which were not manufactured with automatic fire sprinklers.

4. Accessory dwelling units shall not be required to provide fire sprinklers if they are not required for the primary residence.

Table 903.2 – Automatic Fire Sprinkler System Requirements for EXISTING CONSTRUCTION 4

OCCUPANCY OR STRUCTURAL MODIFICATION TYPE	SPRINKLERS REQUIRED ³	DESCRIPTION	SQUARE FOOTAGE ¹	REQUIREMENTS	USE EXAMPLES	EXCEPTIONS
Alterations ¹	Yes, if...	Alteration includes modifications to the structure	50% of existing floor area ²	Alterations additions and remodel square footage will be considered a combined and cumulative sum of floor area	Interior remodels Rehabilitation	Exceptions 1, 2, 3, 4
Additions ¹	Yes, if...	Additions cumulative from January 01, 2008 regardless of any change of ownership	1,000 sf or 50% of floor area ²	Alterations additions and remodel square footage will be considered a combined and cumulative sum of floor area	Any addition	Exception 4
Hazard Category and Occupancy Classification Changes	Yes	Change results in higher hazard or as deemed necessary by fire code official and the building official	Any	Hazard classification rating as determined by the fire code official, and occupancy classification as determined by the building official.	Any change of occupancy defined in Chapter 3 of the CBC	None
Hazardous Materials Inside buildings	Yes	Cellulose nitrate film or pyroxylin plastics or any hazardous materials manufactured, stored or handled in quantities in excess of Tables in CBC, CFC	Any	Building and any portion of a building must also include requirements as listed in CFC Chapter 5005.4	Any occupancy	None

References:

CRC: California Residential Code | **CFC:** California Fire Code | **CBC:** California Building Code |

Footnotes:

- For the purpose of calculating square footage for the application of fire sprinkler requirements and fire flow requirements, the floor area shall include all combustible areas attached to the structure, including garages, patio covers, overhangs over 2 feet, covered walkways and decks.
- Fire sprinklers are required when all ceiling coverings are removed, or a project reaches the threshold of 50% of addition or alteration; determination of fire sprinklers shall be made by one of the following methods: 1) By net floor area: Any room(s) or area(s) that are added, altered, rehabilitated or repaired shall have their net floor area calculated and compared to the total net floor area of the existing structure to find the calculated percentage. 2) By surface area: Surface area shall be defined as surfaces of walls and ceilings. Any room(s) or area(s) that are added, altered, rehabilitated or repaired shall have their surface area calculated compared to the total wall and ceiling surface area of the existing structure to find the calculated percentage.
Note: Change(s) in project scope after the plan review process shall require that the fire sprinkler calculation be revised and submitted for review and approval.
- Automatic Fire Sprinklers installed at exterior locations shall be approved corrosion resistant devices when environmental conditions warrant.
- Mobile/manufactured or factory-built homes or commercial coaches constructed or altered on or before March 12, 2011 which were not manufactured with automatic fire sprinklers are not subject to fire sprinkler requirements.

Exceptions:

- Alterations limited to only one of the following: replacement of exterior coverings and windows, roofing, electrical services, sewer laterals, retaining walls, or routine plumbing, electrical and mechanical repairs.
- A loft open to the floor below and no more than one third of the floor area of the room below may be added without requiring sprinklers.
- REPAIR is the reconstruction or renewal for the purpose of maintenance.
- Accessory dwelling units shall not be required to provide fire sprinklers if they are not required for the primary residence. Footnote 2 determination is required.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **4.C.**FROM: John F. Weigold, IV, General Manager,
Timothy Carmel, District Counsel

Meeting Date: November 14, 2019 Subject: DISCUSSION AND CONSIDERATION
OF ADOPTION OF RESOLUTION 42-
2019 RESCINDING THE STAGE 2
WATER SHORTAGE CONDITION AND
DECLARING A STAGE 1 DROUGHT
WATCH CONDITION

RECOMMENDATIONS:

Staff recommends that the Board of Directors discuss and consider adoption of Resolution 42-2019 rescinding the Stage 2 Water Shortage Condition and declaring a Stage 1 Drought Watch Condition.

FISCAL IMPACT:

Staff has not identified any fiscal impacts associated with the proposed action.

DISCUSSION:

President Pierson requested an item be brought forth to allow the Board of Directors to consider rescinding the Stage 2 Water Shortage Condition and declaring a Stage 1 Drought Watch Condition instead. As the Board is aware, a Water Code Section 350 Water Shortage Emergency is still in effect, and it is well recognized that Cambria has finite and very limited sources of water and has historically experienced numerous periodic severe droughts. Moreover, despite last year's rains and the relative stability of the current water supply, on October 17, 2019, the National Oceanic and Atmospheric Administration's Climate Prediction Center forecast a drier, warmer winter outlook for much of California. In light of those conditions, the Board may find it appropriate to rescind the Stage 2 Water Shortage Condition and instead declare a Stage 1 Drought Watch Condition.

By way of background, on March 23, 2017, the Board took action to lift the Stage 3 Water Shortage Emergency Condition that was declared on January 30, 2014, and imposed in its place a Stage 2 Water Shortage Condition. On May 25, 2017, the Board adopted Resolution 18-2017 regarding conservation measures and restrictions on the use of potable water for the Stage 2 Water Shortage Condition.

The Board's 2017 action reflected that it did not want to impose the residential and commercial Maximum Water Use Allotments or Surcharges (penalties) contained in CCSD Municipal Code Appendix 4.12B, which provides the framework for a Stage 2 Water Shortage Condition. Accordingly, Resolution 18-2017 specified that only Sections B (Water Use Restrictions), C (Monitoring) and D (Public Information) of the Stage 2 Water Conservation Program—Water Shortage Condition (contained in CCSD Municipal Code Appendix 4.12B), were to apply and

that Sections A (Maximum Water Use Allotment) and E (Violations and Surcharges) did not. In addition, Resolution 18-2017 stated that all other CCSD water conservation rules, regulations, restrictions, and definitions, including CCSD Municipal Code Chapter 4.08 relating to Waste of Water, remained in full force and effect.

The provisions for Stages 1, 2 and 3 water shortage emergencies are found in Chapter 4.12 of the CCSD Municipal Code; however, those provisions have not technically been the basis for declaring water shortage emergencies in Cambria, since Chapter 4.12 and its provisions are based upon using an outdated water supply and demand model. Instead, the District has used provisions in State Law (Water Code Section 350 et seq. and Water Code Section 375 et seq.) to implement restrictions during such emergencies. Use of the “Stage 3” condition in the most recent Water Shortage Emergency was based upon the fact that Stage 3 denotes the most serious water supply condition warranting the imposition of severe restrictions and regulations. Likewise, the Stage 2 Water Shortage Condition was adopted in order to reflect continuing concerns regarding the CCSD’s water supply situation. Stage 1 would indicate that the District is in a drought watch condition. While it contains provisions relating to a “Water Use Allotment” similar to the Stage 2 Condition, it does not provide for any penalties or surcharges.

CCSD Municipal Code Section 4.12.030 - Stage 1 water conservation program—Drought watch condition states that, “it is the purpose of a Stage 1 water conservation program—Drought watch condition, set forth in Appendix 4.12A, to reduce consumption through voluntary conservation by seven percent.”

Appendix 4.12A includes the following:

Appendix 4.12A - STAGE 1 WATER CONSERVATION PROGRAM—DROUGHT WATCH CONDITION

A. Water Use Allotment.

1. Public Uses. The district will meet with all public agencies to establish appropriate agreements to reduce water consumption. Such agreements should target reductions in landscape irrigation and encourage the use of non-potable water.
2. Commercial Uses. The monthly water use allotment for all commercial uses shall be the lower of five units per equivalent dwelling unit ("EDU") established by the district, or actual average monthly water usage as measured during the twelve (12) months preceding implementation of a Stage 1 water conservation program.
3. Residential Uses. A monthly use limit of three units per permanent resident is established for separately metered individual residential dwellings and for each separate residence within residential uses with two or more residential dwellings on the same meter (e.g., apartments and mobile homes). Each residential customer account is allotted

three units per month. Customers may request an increase in the allotment of units by completing a permanent resident certification form provided by the district. The breakdown by household size is as follows:

Household Size	Units/Month
1 permanent resident	3 Units
Each additional permanent resident	3 Units each

- B. **Water Use Restrictions.** New landscaping should be limited to native or drought tolerant plants when a Stage 1 water conservation program is in effect.
- C. **Monitoring.** The general manager shall monitor those water accounts above and/or near the maximum use limit. The general manager shall have those meters read on a monthly or more frequent basis and shall issue informational notices to those customers exceeding the established water use allotment.
- D. **Public Information.** The general manager shall provide notice to all water customers regarding the board of director's declaration of a drought watch condition and activation of the Stage 1 water conservation program. Such notice shall be mailed within fourteen (14) days of the board's action. The general manager is authorized and directed to pursue a vigorous public information program about water supply conditions and the need to reduce water consumption. This shall be by announcements in local newspapers and other news media, by mailings to customers, by handouts and by such other means deemed appropriate by the general manager.

Adoption of the attached Resolution will rescind the Stage 2 Water Shortage Condition and impose a Stage 1 Drought Watch Condition in its place. The Resolution has been structured to provide that only Sections B (Water Use Restrictions), C (Monitoring) and D (Public Information) of Appendix 4.12A are to apply.

In addition, as in Resolution 18-2017, language has been included to clarify that the provisions contained in CCSD Municipal Code Chapter 4.08 relating to Waste of Water will also continue to apply.

Attachments: Resolution 42-2019

RESOLUTION NO. 42-2019

November 14, 2019

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
RESCINDING THE STAGE 2 WATER SHORTAGE CONDITION AND
DECLARING A STAGE 1 DROUGHT WATCH CONDITION

WHEREAS, the Board of Directors of the Cambria Community Services District (“CCSD”) has declared a Water Code Section 350 Water Shortage Emergency; and

WHEREAS, pursuant to Water Code Section 353, the Board of Directors may adopt such regulations and restrictions on the delivery of water which will conserve the water supply for the greatest public benefit; and

WHEREAS, based upon determinations related to the condition of the CCSD’s water supplies, on September 20, 2013, the Board of Directors adopted Resolution 37-2013 approving enhanced water conservation measures and restrictions on the use of potable water, and on January 30, 2014, the Board of Directors declared a Stage 3 Water Shortage Emergency Condition; and

WHEREAS, the Stage 3 Water Shortage Emergency Condition was adopted based upon concerns that the domestic water supply for the Cambria Community Services District could be inadequate due to continued lack of precipitation and the water levels in the aquifers that provide the domestic water supply for the community; and

WHEREAS, as a result of significant winter rainfall, on March 23, 2017, the Board of Directors took action to lift the Stage 3 Water Shortage Emergency Condition and imposed a Stage 2 Water Shortage Condition to reflect continuing concerns regarding the CCSD’s water supply situation, subject to not imposing the residential and commercial Maximum Water Use Allotments or Surcharges (penalties) contained in CCSD Municipal Code Appendix 4.12B; and

WHEREAS, on May 25, 2017, the Board adopted Resolution 18-2017 Regarding Conservation Measures and Restrictions on the Use of Potable Water for the Stage 2 Water Shortage Condition, which provided that only Sections B (Water Use Restrictions), C (Monitoring) and D (Public Information) of CCSD Municipal Code Appendix 4.12B were to apply, and Sections A (Maximum Water Use Allotment) and E (Violations and Surcharges) did not; and

WHEREAS, despite the substantial amount of precipitation in the past year, based upon the existing Water Code Section 350 Water Shortage Emergency declaration, the fact that Cambria has finite and very limited sources of water and has historically experienced numerous periodic severe droughts, and that on October 17, 2019, the National Oceanic and Atmospheric Administration’s Climate Prediction Center predicted a drier, warmer

winter outlook for much of California, the Board of Directors has determined it would be appropriate to rescind the Stage 2 Water Shortage Condition and instead declare a Stage 1 Drought Watch Condition.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cambria Community Services District as follows:

1. The Stage 2 Water Shortage Condition imposed on March 23, 2017 is hereby rescinded and Resolution No. 18-2017, relating to the Stage 2 Water Shortage Condition is hereby replaced by this Resolution. A Stage 1 Drought Watch Condition is hereby declared, and the provisions of the Stage 1 Water Conservation Program—Drought Watch Condition, Sections B, C and D set forth in CCSD Municipal Code Appendix 4.12A shall apply within the jurisdictional boundaries of the Cambria Community Services District until rescinded or modified by the Board of Directors. The provisions of CCSD Municipal Code Appendix 4.12A Section A shall not apply.
2. All other CCSD water conservation rules, regulations, restrictions, and definitions, including, but not limited to, those contained in CCSD Municipal Code Chapter 4.08 relating to Waste of Water, shall continue to remain in full force and effect within the jurisdictional boundaries of the Cambria Community Services District.

PASSED AND ADOPTED THIS 14th day of November, 2019.

David Pierson
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

Monique Madrid
District Clerk

Timothy J. Carmel
District Counsel

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **4.D.**FROM: John F. Weigold IV, General Manager
Monique Madrid, Administrative Department Manager

Meeting Date: November 14, 2019 Subject: DISCUSSION AND CONSIDERATION
OF ADOPTION OF RESOLUTION 40-
2019 AMENDING THE DISTRICT
SALARY SCHEDULE AND
ESTABLISHING A PAY SCHEDULE
FOR THE POSITION OF
WASTEWATER COLLECTION
SYSTEM WORKER

RECOMMENDATIONS:

Staff recommends that the Board of Directors adopt Resolution 40-2019 amending the CCSD salary schedule and establishing a pay schedule for the position of Wastewater Collection Systems Worker.

FISCAL IMPACT:

There is no fiscal impact for the approval of the pay schedule because it was included in the Proposition 218 Rate Study and incorporated as part of the increase for wastewater rates. It is proposed that the salary schedule be slightly less than the salary for the position of Wastewater Operator-In-Training. The proposed salary range is \$46,5363 - \$56,562 annually.

DISCUSSION:

When the District conducted its water and wastewater rate study in 2018, two Wastewater Collection System Workers positions were identified as necessary to the department and the cost was included in the analysis. The two positions are included in the current fiscal year budget and the SEIU Local 620 representative has reviewed and approved the proposed position description and salary schedule.

In order to fill the two positions, it is necessary for a salary schedule to be adopted. It is therefore recommended that Resolution 40-2019 be adopted approving the amended salary schedule and establishing a pay schedule for the position of Wastewater Collections System Worker.

Attachments: Resolution 40-2019
Exhibit A to Resolution 40-2019 Amended Salary Schedule

RESOLUTION 40-2019
November 14, 2019A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
AMENDING THE DISTRICT'S SALARY SCHEDULE AND
ESTABLISHING A PAY SCHEDULE FOR THE POSITION OF
WASTEWATER COLLECTIONS SYSTEM WORKER

WHEREAS, the water and wastewater rate study conducted in the 2018 Proposition 218 process identified the need to create the position of Wastewater Collections System Worker; and

WHEREAS, CalPERS requires that pay amounts be established pursuant to publicly available schedules; and

WHEREAS, publicly available salary schedules are required to comply with California Code of Regulations (CCR) Section 570.5.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the Cambria Community Services District as follows:

1. The revised Cambria Community Services District Salary Schedule, attached hereto as Exhibit A and incorporated herein by reference, is hereby approved.
2. In accordance with CalPERS regulation CCR §570.5, the pay rate and pay schedule for the position of Wastewater Collection System Worker shall be at the scheduled rates of Step A thru E annually:

Step A	Step B	Step C	Step D	Step E
\$43,533	\$48,860	\$51,303	\$53,868	\$56,562

3. This Resolution and the salaries contained in Exhibit A shall constitute a publicly available pay schedule as required by Government Code Section 20480. Pursuant to CCR §570.5, it shall be immediately accessible and available for public review during the District's normal business hours.
4. This pay schedule shall be effective immediately on the date of the adoption of this Resolution. This Resolution and the pay schedule contained herein shall be retained by the District in its official records on a permanent basis.

Resolution 40-2019 was adopted at a Regular Meeting of the Cambria Community Services District on November 14, 2019.

David Pierson
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

Monique Clerk
District Clerk

Timothy J. Carmel
District Counsel

**CAMBRIA COMMUNITY SERVICES DISTRICT
SALARY SCHEDULE
FOR THE PERIOD JULY 1, 2019 THROUGH JUNE 30, 2020
UPDATED NOVEMBER 14, 2019**

POSITION TITLE	UPDATED NOVEMBER 14, 2019					10 YEARS	15 YEARS	20 YEARS
	STEP A	STEP B	STEP C	STEP D	STEP E	SERVICE STEP E+5%)	SERVICE STEP E+7.5%)	SERVICE STEP E+10%)
SERVICE EMPLOYEES INTERNATIONAL UNION (ANNUAL AMOUNTS)								
Administrative Technician I	41,966	44,064	46,268	48,581	51,010	53,561	54,836	56,111
Water Treatment OIT	44,333	46,550	48,877	51,321	53,887	56,581	57,928	59,276
Maintenance Technician	44,555	46,782	49,121	51,577	54,156	56,864	58,218	59,572
Water Treatment Operator I	46,368	48,687	51,121	53,677	56,361	59,179	60,588	61,997
WasteWater Collection System Worker	46,533	48,860	51,303	53,868	56,561	59,389	60,803	62,217
WasteWater Systems OIT	48,983	51,432	54,004	56,704	59,539	62,516	64,005	65,493
Administrative Technician II	49,970	52,469	55,092	57,847	60,739	63,776	65,295	66,813
WasteWater Systems Operator I	51,488	54,063	56,766	59,604	62,584	65,713	67,278	68,843
Water Treatment Operator II	52,526	55,152	57,910	60,805	63,845	67,038	68,634	70,230
Laboratory Technician	56,889	59,734	62,720	65,856	69,149	72,607	74,335	76,064
WasteWater Systems Operator II	58,035	60,937	63,984	67,183	70,542	74,070	75,833	77,597
Water Systems Operator T3/D2	59,501	62,476	65,600	68,880	72,324	75,940	77,748	79,556
Administrative Technician III	60,700	63,735	66,922	70,268	73,781	77,470	79,315	81,159
Finance Specialist-Payroll/Benefits	60,700	63,735	66,922	70,268	73,781	77,470	79,315	81,159
WasteWater Systems Operator III	64,123	67,329	70,696	74,230	77,942	81,839	83,788	85,736
WasteWater & Water Supervisors & SWF CPO	75,219	78,980	82,929	87,075	91,429	96,001	98,286	100,572
CAMBRIA FIREFIGHTERS (IAFF LOCAL: 4635) (ANNUAL AMOUNTS)								
Fire Captain	72,636	76,268	80,081	84,085	88,290	92,704	94,911	97,118
Fire Engineer	60,240	63,252	66,415	69,735	73,222	76,883	78,714	80,544
CAMBRIA FIREFIGHTERS (IAFF LOCAL: 4635) (HOURLY AMOUNTS)								
Firefighter (SAFER Grant)	13.65	14.33	15.05	15.80	16.59	N/A	N/A	N/A
CAMBRIA RESERVE FIREFIGHTERS (HOURLY RATE: NO STEPS)								
Reserve Recruit Firefighter **	12.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Firefighter **	12.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Fire Engineer **	13.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Lieutenant **	14.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
CAMBRIA EXEMPT EMPLOYEES (ANNUAL AMOUNTS)								
Deputy District Clerk (Confidential)	63,804	66,994	70,344	73,861	77,554	N/A	N/A	N/A
Management Analyst	63,804	66,994	70,344	73,861	77,554	N/A	N/A	N/A
Facilities & Resources Supervisor	74,945	78,692	82,627	86,758	91,096	N/A	N/A	N/A
Administrative Services Officer/District Clerk (Confidential)	111,572	117,151	123,008	129,159	135,616	N/A	N/A	N/A
Finance Manager	107,900	113,295	118,960	124,908	131,153	N/A	N/A	N/A
District Engineer/Utilities Department Manager	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
Fire Chief	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
Administrative Department Manager ***	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
General Manager August 1, 2019 (or sooner)- January 31, 2020)	155,000	155,000	155,000	155,000	155,000	N/A	N/A	N/A
General Manager (February 1, 2020)	170,000	170,000	170,000	170,000	170,000	N/A	N/A	N/A
CAMBRIA LIMITED TERM EMPLOYEE (HOURLY RATE: NO STEPS)								
Strategic and Organizational Advisor *	99.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A

* Employee will be working on and as-needed basis, approx 30/hrs per month.

** Increase rate \$1.00 per year January 1, 2019-January 1, 2022

***Assistant General Manager designation receives 5% pay differential

Position with Confidential designation receives 5% pay differential

Wastewater Collection System Operator - Job description and salary range to be determined.

Red denotes a change

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **4.E.**

FROM: John F. Weigold IV, General Manager
Monique Madrid, Administrative Department Manager

Meeting Date: November 14, 2019 Subject: DISCUSSION AND CONSIDERATION
OF APPROVAL OF THE RESOURCES
& INFRASTRUCTURE COMMITTEE'S
MISSION STATEMENT, GOALS AND
OBJECTIVES

RECOMMENDATIONS:

The Resources & Infrastructure (R&I) Committee recommends that the Board discuss and consider approval of their Mission Statement, Goals and Objectives.

FISCAL IMPACT:

There is no fiscal impact identified with this item.

DISCUSSION:

At a special meeting of the R&I Committee on October 22, 2019, a sub-committee presented their recommendation to adopt the Mission Statement, Goals and Objectives and forward them on to the CCSD Board of Directors for their review and approval.

Staff recommends the Board review the attached Mission Statement, Goals and Objectives; provide direction to the R&I Committee per the Board's Bylaws; and provide direction to staff.

Attachment: Resources & Infrastructure Committee Mission Statement & Goals and Objectives

Mission Statement:

The Standing Resources and Infrastructure Committee is an advisory group established to advise the CCSD Board of Directors on matters pertaining to the District's physical assets.

Objectives:

- Assess existing resources and gather information regarding the current and future needs of the community.
- Discern needs of the community, and maintain a working relationship with the community and the CCSD Board of Directors.
- Consider and recommend plans of action that meet Infrastructure and Resources needs within the CCSD, or at the discretion of the Board.
- Hold public meetings, tour and evaluate facilities, provide public access to tours.
- Review annual staff reports on regulatory compliance.
- Readdress yearly Resources and Infrastructure Committee goals to ensure they are inline with the District's overall priorities.

Goals:

- Analyze and minimize loss of District water.
- Create inventory management system for physical assets
- Advise Board on lifecycle expectations for physical assets and assist staff with long-term planning.
- Review and amend District conservation programs and identify opportunities.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **4.F.**FROM: John F. Weigold IV, General Manager
Donn Howell, Director

Meeting Date: November 14, 2019 Subject: REVIEW AND DISCUSSION OF
POLICY COMMITTEE PRIORITIES
AND POLICY REVIEWS

RECOMMENDATIONS:

Staff recommends the Board of Directors review and discuss the attached CSDA List of Example Board Handbook Policies and provide direction to the Policy Committee regarding those that should be vetted for potential incorporation into the CCSD policy handbook. Additionally, staff recommends the Policy Committee, in coordination with the Finance Committee, review and consider establishing a policy for the purchase of used or non-new equipment by the District.

FISCAL IMPACT:

The fiscal impacts are primarily the costs related to staff time.

DISCUSSION:

The Policy Committee has been reviewing the CSDA List of Example Board Handbook Policies for inclusion in the CCSD Board Handbook of Policies. Staff recommends that the Board review and discuss the CSDA list of policies and provide direction to the Policy Committee as to policies that should be brought forth for review and discussion.

Additionally, on occasion and in special circumstances, the District has the opportunity to procure and/or purchase used and/or non-new equipment from outside sources, such as a "demonstrator" model of a vactor truck. This method could save the District significant funds, while still providing the protections of a warranty; however, staff has no policy under which to consider such purchases. It is therefore recommended that the Board direct the Policy and Finance Committees to examine this issue for either potential inclusion in existing policy or establishment of a policy.

Attachments: CSDA List of Example Board Handbook Policies
CCSD Policy Board Mission Statement, Objectives and Tasks

**SECTION 1000****GENERAL**

Policy 1000	Adoption/Amendment of Policies
Policy 1005	Association Memberships
Policy 1010	Basis of Authority
Policy 1015	Board Secretary
Policy 1020	Board/Staff Communication
Policy 1025	Claims Against the District
Policy 1030	Code of ethics
Policy 1035	Conflict of Interest
Policy 1040	Correspondence to the Board
Policy 1045	Legal Counsel and Auditor
Policy 1050	Overview of the General Manager's Role
Policy 1055	Legislative Advocacy

SECTION 2000**ADMINISTRATION****Section 2100 Financial Management**

Policy 2100	Accounts Receivable Policy
Policy 2105	Asset Protection and Fraud in the Workplace
Policy 2110	Budget Preparation
Policy 2115	Credit Card Use
Policy 2120	Employment of Outside Contractors and Consultants
Policy 2125	Expense Authorization
Policy 2130	Investment of District Funds
Policy 2135	Purchasing
Policy 2140	Receiving/Depositing Remittances
Policy 2145	Records Retention
Policy 2150	Reserve Policy
Policy 2155	Debt Management
Policy 2160	Internal Controls

Section 2200 Inventory & Property Management

Policy 2200	Disposal Surplus Property or Equipment
Policy 2205	District Electronic Resources Policy and Procedures
Policy 2210	Use/rental of District Facility
Policy 2215	Naming of District Parks and Facilities
Policy 2220	Flag Display Policy

Section 2300 Risk Management



Policy 2300	Emergency Preparedness
Policy 2305	Emergency Response Guideline for Hostile or Violent Incidents
Policy 2310	Workers' Compensation

Section 2400 Communications & Technology

Policy 2400	Customer Relations
Policy 2405	Press Relations
Policy 2410	Public Complaints
Policy 2415	Social Media Use
Policy 2420	Webpage
Policy 2425	California Public Records Act Response Procedures
Policy 2430	Electronic Document Retention Policy

SECTION 3000 PERSONNEL

Section 3100 Employment Practices

Policy 3100	Accommodations for Disability
Policy 3102	Demotion – Nondisciplinary
Policy 3104	Disciplinary Action
Policy 3106	Driver Training and Record Review
Policy 3108	Drug and Alcohol Testing
Policy 3110	Employee Information/Emergency Data
Policy 3112	Employee Promotion
Policy 3114	Employee Records
Policy 3116	Employee Status
Policy 3118	Equal Opportunity
Policy 3120	Grievance Procedure
Policy 3122	Hours of Work and Overtime
Policy 3124	Letters of Recommendation
Policy 3126	Nepotism
Policy 3128	Payroll Deductions for Salaried Employees
Policy 3130	Performance Evaluation
Policy 3134	Recruitment & Hiring
Policy 3136	Separation from District Employment
Policy 3138	Temporary Reclassifications
Policy 3140	Unlawful Harassment
Policy 3141	Inclusive Workplace Policy
Policy 3142	Whistleblowing Policy



Section 3200 Standards of Conduct

- Policy 3200 Dress Code & Personal Standards
- Policy 3205 Housekeeping
- Policy 3210 Outside Employment
- Policy 3215 Receipt of Gifts
- Policy 3220 Uniforms and Protective Clothing

Section 3300 Communications

- Policy 3300 Internet, E-Mail and Electronic Communications

Section 3400 Compensation & Benefits

- Policy 3400 Authorized Leave
- Policy 3405 Bereavement Leave
- Policy 3410 Catastrophic Time Bank
- Policy 3415 Compensation
- Policy 3420 Educational Assistance
- Policy 3425 Family and Medical Leave
- Policy 3430 Holidays
- Policy 3435 Jury Duty
- Policy 3440 Leave for Crime Victims and Family Members
- Policy 3445 Military Leave
- Policy 3450 Pregnancy Disability Leave
- Policy 3455 Rest & Meal Periods
- Policy 3460 Sick Leave
- Policy 3465 Time Keeping/Time Records
- Policy 3470 Time off for Children – School Activities
- Policy 3475 Time off to Vote
- Policy 3480 Unauthorized Voluntary Absence
- Policy 3485 Use of Make up Time
- Policy 3490 Vacations
- Policy 3495 Workers' Compensation Leave

Section 3500 Health, Safety & Security

- Policy 3500 Employee Assistance During Response to Emergency Situations
- Policy 3505 Health and Welfare Benefits
- Policy 3510 Illness and Injury Prevention Program
- Policy 3515 Smoke-free Workplace
- Policy 3520 Substance Abuse
- Policy 3525 Workplace Violence Prevention Policy



Section 4000 BOARD

Section 4100 Board of Directors

- Policy 4100 Attendance at Meetings
- Policy 4105 Committess of the Board of Directors
- Policy 4110 Duties of Board President
- Policy 4115 Ethics Training
- Policy 4120 Members of the Board of Directors
- Policy 4125 Training, Education and Conferences

Section 4200 Board Meetings

- Policy 4200 Board Actions and Decisions
- Policy 4205 Board Meeting Agenda
- Policy 4210 Board Meeting Conduct
- Policy 4215 Brown Act Compliance – Open Meeting Requirements
- Policy 4220 Minutes of Board Meetings
- Policy 4225 Review of Administrative Decisions
- Policy 4230 Rules of Order for Conduct of Board and Committee Meetings
- Policy 4235 Types of Board Meetings

CAMBRIA COMMUNITY SERVICES DISTRICT

DIRECTORS:

DAVID PIERSON, President
HARRY FARMER, Vice President
AMANDA RICE, Director
CINDY STEIDEL, Director
DONN HOWELL, Director



OFFICERS:

VACANT, General Manager
MONIQUE MADRID, Acting General Manager
TIMOTHY J. CARMEL, District Counsel

1316 Tamsen Street, Suite 201 • P.O. Box 65 • Cambria CA 93428
Telephone (805) 927-6223 • Facsimile (805) 927-5584

Policy Committee 2019 Goals & Objectives

Adopted by the Board of Directors on 1/3/2019

1. Advance the District's Strategic Planning Efforts
2. Review the District Code and Consider Whether Direction Should be Provided to Draft Amendments