

Pursuant to Government Code Section 54953(e), members of the Policy Standing Committee and staff will participate in this meeting via a teleconference. Members of the public can submit written comments to the Board Secretary at [boardcomment@cambriacsd.org](mailto:boardcomment@cambriacsd.org).



## POLICY COMMITTEE

REGULAR MEETING  
Thursday, January 27, 2022 - 3:00 PM

### AGENDA

**Please click the link below to join the webinar:**

<https://us06web.zoom.us/j/81199808933?pwd=MHFESFNkRFV5cDRleW5waHRYbFIQQT09>

**Passcode: 994637**

**Or One tap mobile:**

US: +16699006833,,81199808933# or +13462487799,,81199808933#

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**Webinar ID: 811 9980 8933**

International numbers available: <https://us06web.zoom.us/j/81199808933>

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 Board Secretary, available for public inspection during District business hours. The agenda and agenda packets are also available on the CCSD website at [www.cambriacsd.org](http://www.cambriacsd.org). 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 Committee Chairperson will answer any questions regarding the agenda.

- A. ESTABLISH QUORUM
- B. CALL TO ORDER
- C. CHAIRMAN'S REPORT
- D. COMMITTEE MEMBER COMMUNICATIONS

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

#### 1. PUBLIC COMMENT

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

**2. CONSENT AGENDA**

- A. Consideration to Approve the December 30, 2021 Regular Meeting Minutes

**3. REGULAR BUSINESS**

- A. Discussion and Consideration of a final Version of a Policy Regarding Climate Change
- B. Discussion and Consideration of Policy 2300 - Emergency Preparedness
- C. Discussion and Consideration of CCSD Policy Manual Review

**4. FUTURE AGENDA ITEMS**

**5. ADJOURN**

## CAMBRIA COMMUNITY SERVICES DISTRICT POLICY COMMITTEE

## REGULAR MEETING

Thursday, December 30, 2021

2:30 p.m.

**1. OPENING**

A. CALL TO ORDER Chairman Howell called the meeting to order at 2:30 p.m.

**B. ESTABLISH A QUORUM**

A quorum was established.

Committee members present - Donn Howell (Chair), Gordon Heinrichs, Claudia Harmon, Ted Key and Debra Scott

District staff present – General Manager John Weigold and Board Secretary Ossana Terterian, Chief Hollingsworth

**C. CHAIRMAN'S REPORT**

Chairman Howell announced that he has been elected Board president so he has resigned as Policy Committee Chair in order to give his full focus to the president's job. He outlined the process for electing a Vice Chair and a Secretary for the committee. The Board has not appointed a Board member to be liaison to the committee at this time so the Vice Chair elected by the committee will lead the meetings. He described the responsibilities of both the Vice Chair and the Secretary. He offered to be a unofficial liaison between the committee and the Board until the Board appoints an official Chair. The committee members thanked Chairman Howell for his past support and work with committee.

**D. COMMITTEE MEMBER COMMUNICATIONS**

There were none.

**E. PUBLIC COMMENT ON AGENDA ITEMS**

There was no public comment.

**2. CONSENT AGENDA**

A. Consideration to Approve the December 8, 2021 Special Meeting Minutes

Member Harmon motioned to accept the minutes as written. Member Scott seconded the motion. Motion passed – Ayes – 4 Nays – 0

**3. REGULAR BUSINESS**

A. Election of a Vice-Chair and Secretary

The Chair asked for nominations for Vice-Chair for the committee. Member Harmon nominated Member Heinrichs for the position of Vice-Chair. Since Member Heinrichs was the only member nominated for Vice-Chair, the Chair asked for a motion to appoint Member Heinrichs as the Vice-Chair. Member Harmon motioned to appoint Member Heinrichs as the Vice-Chair of the committee. Member Scott seconded the motion. The motion passed. Ayes - 4 Nays - 0

The Vice-Chair asked for nominations for Secretary for the committee. Member Harmon nominated Member Scott for the position of Secretary. Since Member Scott was the only member nominated for Secretary, Vice-Chair Heinrichs asked for a motion to appoint Member Scott to the position of Secretary. Member Harmon motioned to appoint Member Scott as the Secretary of the committee. Member Key seconded the motion. The motion passed. Ayes - 4 Nays - 0

#### B. Discussion and Consideration of 2022 Policy Committee Meeting Dates

Member Scott motioned that the Policy Committee Dates for 2022 be held at 3:00 p.m on the 4<sup>th</sup> Thursday of each month with the exception of November and December. The dates of the meetings are scheduled for:

January 27, 2022	July 28, 2022
February 24, 2022	August 25, 2022
March 24, 2022	September 22, 2022
April 28, 2022	October 27, 2022
May 26, 2022	December 1, 2022
June 23, 2022	December 29, 2022

The motion was seconded by Member Key. The motion passed. Ayes - 4 Nays - 0.

#### C. Discussion and Consideration of Policy 1040.2 - Responding to Correspondence to the Board Prior to Sending it Back to the Board

The draft revisions to the policy were presented by the Ad hoc committee made up of Members Key and Scott. Members made suggestions for slight revisions. Member Scott will make the suggested revisions and forward the finalized draft to Board Secretary Ossana Terterian for future review by the Board. Member Key motioned to accept the draft policy changes with the suggested minor revisions and forward it to the Board for consideration. Member Harmon seconded the motion. The motion passed. Ayes - 4 Nays - 0.

#### D. Discussion and Consideration of a Final Version of a Policy Regarding Climate Change

Member Key presented the proposed revisions to the policy regarding climate change. Discussion ensued among the members of the committee. Public comment was offered by a member of the public. Member Harmon commented and motioned to postpone consideration of this policy until the next regularly scheduled Policy Committee meeting so that further amendments may be incorporated into the policy. Member Scott seconded the motion. The motion passed. Ayes - 4 Nays - 0.

#### E. Discussion and Consideration of Policy 2300 -- Emergency Preparedness

The policy 2300 was presented by Vice-Chair Heinrichs who invited the other members and Chief Hollingsworth to comment. Discussion ensued. Chief Hollingsworth suggested several additions to the policy but commented that the policy as written was strong and much needed. Member Harmon made some suggestions for revisions to the policy. Member Key motioned to postpone consideration of the policy until the next regularly scheduled committee meeting so that further amendments may be added. Member Harmon seconded the motion. The motion passed. Ayes – 4 Nays – 0.

#### 4. FUTURE AGENDA ITEMS

Policy Regarding Climate Change

Emergency Preparedness Policy 2300

CCSD Policy Manual review

#### 5. ADJOURN

Member Harmon motioned for the meeting to be adjourned. Member Key seconded the motion. The motion passed. Ayes – 4 Nays – 0. Vice-Chair Heinrichs adjourned the meeting at 4:32 p.m.

January 21, 2022

## **Climate Change Policy XXXX.XX**

As of May 2021, the scientific community is in agreement that we are now in a climate emergency. The latest reports on sea rise from the California Coastal Commission explain the alarming encroaching tide line that will challenge all coastal communities. The CCSD recognizes that this and other threatening conditions for the planet and our local environment are part of the climate emergency. The CCSD recognizes the potential impact of sea level rise on the fresh water storage capacity of the San Simeon and Santa Rosa Creek aquifers and on the associated water supply and waste treatment infrastructure.

The District understands its responsibility for environmental stewardship while providing water and sewer service to meet the needs of the community's residents, businesses and guests.

The District is committed to meeting water needs with production, storage, and efficient equipment for energy reduction practices throughout the system, which may result in lowering costs.

The District has already environmentally responsible in the following actions:

- Paper products – now conforming to the latest California regulations on recycled use
- Waste recycling – all office waste is separated out for proper recycle disposal
- Electrical demands – electrical upgrades to the waste treatment plant are underway

The District will adopt the following policies to continue reducing electrical consumption, carbon emissions, waste generation and disposal.

1. Office buildings, water treatment plants, equipment and tertiary systems  
The District will give priority to renewable power for these locations/applications.
2. Motor pool and transportation vehicles:  
Electric and hybrid vehicle purchase and leasing will be implemented as equipment is replaced. This will include truck and other specialty vehicular needs as new products become available. For 24/7 on-call employees who live outside of Cambria, district electric vehicles should be used for home transportation.
3. Efficient Water use  
In addition to diminishing water shortages, efficient use of water reduces production energy consumption.
  - All public restrooms will have water-saving fixtures and systems installed.
  - All District offices will have water saving fixtures updated
  - The District will hold inspections and maintain records for required water-saving fixtures on new homes, remodels, commercial motels, hotels, bed and breakfast, vacation rental- by-owner properties
  - The District will continue encouraging personal water saving systems for existing homes/remodels and other business applications.
4. Waste product reduction  
Containers will be placed in all workspaces for office waste recycling. All products used for upkeep and servicing of vehicles and other equipment will be disposed of per state regulations.

## 5 Purchasing

An environmental impact statement will be included on all purchase requisitions. For example “paper cups for the coffee station instead of Styrofoam”, or “meeting snacks to include beverages in cans/bottles rather than plastic.”

## 6 Forest Management

Maintaining and increasing forest carbon sequestration requires regular assessment of the health and safety of district forestlands. The District will manage its forest properties to maintain or increase the overall health, size and count of existing tree species while selectively reducing dead, flammable vegetation.

Where possible, the District will work with appropriate agencies to improve compliance with existing ordinances for defensible space around structures, ember-proofing and hardening structures for fire resistance.

## 7 Lighting

The District will support the Dark Skies Initiative guidelines for all lighting fixtures under its control to reduce energy consumption while continuing to provide adequate illumination coverage for safety.

### **Considerations (not be included in the policy per se):**

The District, similar to the county efforts, should look into not only solar passive, but also new vertical tulip-style wind generators that produce power for periods beyond daylight alone.

Currently, electric vehicles present higher up-front costs. However, when fuel costs and servicing savings are figured in, the cost-per-mile is very close to internal combustion vehicles. Electric vehicles will become far less expensive in the future when battery tech scales up. Electric vehicles have far fewer moving parts, often have 110 outlets and have more towing capacity.

The district will evaluate what type of uses can be handled by electric/hybrid vehicles vs. large fuel consuming trucks. For on-call employees who live out of town, district electric /hybrid vehicles should be used for home transportation. If required, trucks can be picked up in the District yard, reducing fuel cost and vehicle upkeep.

Public restrooms should become waterless as soon as possible.

I'm sure Dark Skies Initiative supporters will be glad to provide additional environmental rationale beyond CO2 reduction for lighting considerations.