



CAMBRIA COMMUNITY SERVICES DISTRICT

MINUTES OF AUGUST 22, 2024, REGULAR POLICY COMMITTEE MEETING OF THE CAMBRIA COMMUNITY SERVICES DISTRICT

A regular meeting of the Policy Committee of the Cambria Community Services District was held at the Cambria Veterans' Memorial Hall, located at 1000 Main Street, Cambria, CA 93428, on Thursday, August 22, 2024, at 3:00 PM

1. **OPENING**

1.A **Call to Order** (00:20)

Committee Chair Scott called the meeting to order at 3:01 p.m.

1.B **Establishment of Quorum** (00:39)

A quorum was established.

Committee members present: Committee Chair Debra Scott, Vice Chair Gordon Heinrichs, Ted Key, James Townsend, Claudia Harmon-Worthen and Secretary Donn Howell.

Staff members present: Confidential Administrative Assistant Haley Dodson; Administrative Department Manager, Denise Fritz and General Manager Matthew McElhenie present via Zoom.

Members of the Public present on Zoom: Jeff Wilson, Crosby and Laura Swartz.

1.C **Chair Report** (01:00)

Committee Chair Scott took questions from the Committee.

1.D **Ad Hoc Subcommittee Report(s)**

Chair Scott directed that the report from the Subcommittee on Climate Change be deferred to item 4.C of this agenda.

1.E **Committee Member Communications**

Member Key reported on some aspects of the recent NCAC meeting.

2. **PUBLIC COMMENT** (05:03) There was no public comment at this time.

3. **CONSENT AGENDA** (06:30)

3.A **Consideration to Approve the July 25, 2024 Regular Meeting Minutes**

Secretary Howell noted that the title of the minutes should read: "MINUTES OF JULY 25, . . ." not JUNE 27. And, the next sentence should read "A regular meeting of the Policy Committee . . . was held . . . on July 25 . . ." not June 27.

Motion: to accept the minutes as corrected. (09:52)

Motion by: Townsend
Second by: Key

Motion passed: Ayes – 5; Nays – 0; Chair not voting.

Call for public comment on consent agenda. (10:18) There was none.

4. REGULAR BUSINESS

4.A Discuss, Review and Approve the Procurement Policies and Procedures Policy 2135 (10:24)

Administrative Department Manager Fritz presented the new policy document. She noted that this version of the document had been reviewed by the Finance Committee but that their suggested changes have not yet been incorporated into it.

The Committee reviewed the new policy document page-by-page and made suggestions which were noted by Ms. Fritz.

After extensive discussion Chair Scott called for public comment on this agenda item. (1:18:22)

Chair Scott tabled this item so that the Committee would have an opportunity to review the new policy after the changes requested by the Finance Committee had been incorporated.

4.B Discussion and Consideration of the Change in Board and Standing Committee Schedules (1:19:16)

As indicated in this meeting's agenda packet, next year's Policy Committee meetings are scheduled to be from 3:00 to 5:00 PM on the Thursday following the monthly CCSD Board meeting. Thus, in most cases Committee meetings would be on the third Thursday of the month.

During discussion, Chair Scott reminded the Committee members that, as their terms end this coming January, they will need to reapply if they want to continue to serve next year.

Call for Public Comment (1:21:30). There was none.

Motion: to approve the new schedule as indicated in this meeting's [agenda] packet.

Motion by: Howell
Second by: Key

Motion passed: Ayes – 5; Nays – 0; Chair not voting. (1:21:59)

4.C Discussion and Consideration of the Draft CCSD's Climate Adaptation Policy (1:23:59)

Chair Scott presented this item. She reported that, based on the Ad Hoc Committee's suggested wording for a Climate Adaptation Policy and the subsequent discussion at the

Committee's July meeting she has brought forth a draft policy for the Committee's further discussion and consideration.

Chair Scott indicated that last sentence of the draft policy (attached to this meeting's agenda packet) is missing the final words. The sentence should read "The District is dedicated to making serious changes to its actions to preserve the natural resources and environment."

Call for Public Comment (1:31:40): Jeff Wilson and Crosby Swartz made comments.

The Committee and the public recommended the following changes.

- In the first paragraph, second sentence: delete 'potential' so that it reads "The District recognizes the impact of sea level rise . . ."
- Under the "Carbon Sequestration" bullet: move the third sentence, "Work with appropriate agencies . . . hardening structures for fire resistance." to a separate bullet about fire safety.
- Under the "Lighting" bullet: in the first sentence replace the word "renewable" with "energy efficient."
- Also, under the "Lighting" bullet: change the last sentence to read "As budget constraints dictate, move toward the goal of replacing current lighting with energy efficient, warm lighting."
- Under XXXX.2 Policy Procedures: change the second to last sentence to read "Development of a Climate Action Plan, including timelines, is the next step."

Motion: that Chair Scott make these changes [as discussed today] and send it [this policy] on to the Board. (1:43:53)

Motion by: Key

Second by: Heinrichs

Motion passed: Ayes – 3; Nays – 2 (Townsend, Howell); Chair not voting.

4.D Discussion and Consideration of Adding the Citation from the County Code to Policy Number 2225 Encampments on District Property. (1:44:21)

Chair Scott reported that the citation of the county code as communicated to her by Member Harmon is not germane to this policy.

However, after discussion, it was decided that Chair Scott would consult with Facilities and Resources Manager Aguirre to see what might be needed in a policy to provide him further guidance in this area

4.E Discussion Related to the Board's Direction for the Committee to Propose a District Lighting Policy (1:52:03)

Chair Scott reported that this matter will be on the Board's agenda for its October 10 meeting.

Call for public comment on agenda items 4.D. and 4.E. (1:52:13) There was none.

5. FUTURE AGENDA ITEM(S) (1:52:19)

Member Key suggested the District should consider lobbying against the proposed wind farm off the central coast. Chair Scott said that that would be appropriate when specific legislation on this matter is being considered by the legislature.

Chair Scott reminded the members to review the CCSD Policy Handbook index to see if there is anything they think should be brought forward to the Committee.

Other future addenda items include

- CCSD Procurement Policy
- Follow-up discussion with Facilities Mgr. Aguirre about additional guidance in dealing with encampments on District property

6. ADJOURN (1:57:17)

Committee Chair Scott adjourned the meeting at 4:58 p.m.