



CAMBRIA COMMUNITY SERVICES DISTRICT

MEETING	TIME & DATE	LOCATION
Policy Committee	3:00 PM Thursday, July 25, 2024	Cambria Veterans' Memorial Hall 1000 Main Street, Cambria, CA 93428

AGENDA

Regular Policy Committee Meeting

Thursday, July 25, 2024 3:00 PM

In person at:

**Cambria Veterans' Memorial Hall
1000 Main Street, Cambria, CA 93428**

AND via Zoom at:

Please click the link to join the webinar: [HERE](#)

Webinar ID: 814 8066 2974

Passcode: 159930

Copies of the staff reports or other documentation relating to each item of business referred to on the agenda are on file in the CCSD Administration Office, available for public inspection during District business hours. The agenda and agenda packets are also available on the CCSD website at <https://www.cambriacsd.org/>. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting or if you need the agenda or other documents in the agenda packet provided in an alternative format, contact the Confidential Administrative Assistant at 805-927-6223 at least 48 hours before the meeting to ensure that reasonable arrangements can be made. The Confidential Administrative Assistant will answer any questions regarding the agenda.

1. OPENING

1.A Call to Order

1.B Establishment of Quorum

1.C Chair Report

1.D Ad Hoc Subcommittee Report(s)

1.E Committee Member Communications

2. 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.

3. CONSENT AGENDA

3.A Consideration to Approve the June 27, 2024 Regular Meeting Minutes

- 4. REGULAR BUSINESS**
 - 4.A Discussion of CCSD's Response to Homeless**
 - 4.B Discussion of CCSD's Policy on Lighting**
- 5. FUTURE AGENDA ITEM(S)**
- 6. ADJOURN**



CAMBRIA COMMUNITY SERVICES DISTRICT

MINUTES OF JUNE 27, 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, June 27, 2024, at 3:00 PM

1. OPENING

1.A Call to Order. (00:11)

Committee Chair Scott called the meeting to order at 3:00 p.m.

1.B Establishment of Quorum. (00:58)

A quorum was established.

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

Staff members present: Confidential Administrative Assistant Haley Dodson and General Manager Matthew McElhenie.

Members of the Public present: Laura Swartz (via Zoom)
Christine Heinrichs (joined the meeting at 06:56).

1.C Chair Report (01:17). None.

1.D Ad Hoc Subcommittee Report(s) (01:28). None.

1.E Committee Member Communications (01:34). None.

2. PUBLIC COMMENT (02:30) None.

3. CONSENT AGENDA (02:48)

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

Motion: To approve the minutes as written. (03:47)

Motion by: Heinrichs

Second by: Key

Motion passed: Ayes – 4; Nays – 0; Absent – 1; Chair not voting.

4. REGULAR BUSINESS

4.E Discussion and Consideration of the Climate Change Policy (04:22)

Call for Public Comment (25:29) There was none.

Motion: That an ad-hoc subcommittee be established to work on a climate change policy and do the requisite research; that the subcommittee consist of Ted Key and Jim Townsend; and that, further, the subcommittee be requested to give monthly progress reports at our future meetings. (26:49)

Motion by: Howell

Second by: Key

Motion passed: Ayes – 4; Nays – 0; Absent – 1; Chair not voting. (27:26)

4.A Discussion and Consideration of the Updated CCSD-Owned Vehicle Policy (27:46)

The Committee suggested the following edits to *Section III Vehicle Usage – Wastewater & Water On-call Operators*. (29:30)

- Change paragraph C to read: “An inspection of each vehicle is to be performed prior to the operation of any District-owned vehicle per departmental policies.”
- Change paragraph F to read: “When utilizing a CCSD or privately-owned vehicle, the vehicle may be used . . . as defined by the District’s Travel Policy.”

Call for Public Comment (39:18)

Christine Heinrichs spoke. [Ms. Heinrichs has also submitted written remarks. Her remarks can be viewed online on the District’s web site.]

Motion: That we accept the CCSD Owned Vehicle policy #3605 with the changes as noted in this meeting and recommend it to the Board. (43:25)

Motion by: Key

Second by: Townsend

Motion passed: Ayes – 3; Nays – 2 (Heinrichs, Harmon); Absent – 1; Chair voting. (44:17)

4.B Discussion and Consideration of the Role of the General Manager Policy (45:09)

Chair Scott directed the Committee’s attention to the General Manager’s *Employment Agreement* and *Cambria Community Services District Position Specification* for General Manager. She suggested adding a reference to the goals of the District’s strategic plan to the *Position Specification*.

The Committee proposed the following. (54:58)

On the second page of the *Position Specification* in the “*Performance Expectations*” section, “*Policy Execution*” subsection add the words “as indicated in the District’s Strategic Plan.” to the first sentence.

Insert “Strategic Plan” after “Cambria Community Services District” in the title of the *Three-Year Strategic Goals 2022-2025 Objectives Status Report*.

Call for Public Comment (1:10:59) Christine Heinrichs

Chair Scott clarified that the afore mentioned *Position Specification* and *Employment Agreement* in what the CCSD currently has. There is no policy document like the one in the CSDA Sample Handbook.

Motion: That we have a policy regarding the General Manager. (1:19:19)

Motion by: Harmon
Second by: Heinrichs

Motion failed: Ayes – 2 ; Nays – 3 (Key, Howell, Scott) ; Absent – 1; Chair voting. (1:19:26)

Motion: To recommend to the Board the changes as proposed [above at 54:58].

Motion by: Key
Second by: Howell

Motion passed: Ayes – 4; Nays – 0; Absent – 1; Chair not voting. (1:23:09)

4.D Discussion and Consideration of the Legislative Advocacy Policy (1:23:24)

Chair Scott stated that this policy along with the changes recommended by this committee was adopted by the Board at its last meeting. She congratulated the Committee on its success.

4.C Discussion and Direction of the CCSD Policy Handbook Contents and Direction on What Policies Need Revisions, Additions, or Deletions (1:24:55)

The members discussed the updated index. They suggested that the Committee address policies regarding purchasing, lighting and the unhoused in the near future.

Chair Scott reminded the Committee that they will review the completed Personnel Policies when they are complete for any further recommendations.

5. FUTURE AGENDA ITEM(S) (1:53:43)

Future agenda items noted were the Purchasing and Personnel policies when they're available for review and the Lighting Policy as mentioned by member Harmon.

Call for Public Comment (1:54:43). Laura Swartz

6. ADJOURN (1:57:39)

Committee Chair Scott thanked everyone for attending. She adjourned the meeting at 5:00 p.m.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Policy Committee Members

AGENDA NO. 4.A.

FROM: Debra Scott, Chair

Meeting Date: July 25, 2024

Subject: Discussion of CCSD's Response to Homeless

DISCUSSION:

The San Luis Obispo Countywide Plan to Address Homelessness 2022-2027: [Microsoft Word - DRAFTSLOCountywidePlanHomelessnessHSOCAApproved.docx](#)

Attachment: CCSD Encampments on District Property Policy Number: 2225



Modified and Approved by Board on 07/08/2021

POLICY TITLE: Encampments on District Property
POLICY NUMBER: 2225

2225.1 Purpose

This policy is being created in an effort to protect the overall public health and safety of the Cambria community at large, as well as restricting activities that could negatively impact environmentally sensitive habitat.

2225.2 Background

The CCSD owns property, including the Fiscalini Ranch Preserve and parcels accepted from the Land Conservancy of SLO, dedicated to open space and subject to conservation easements that specifically prohibit camping activities.

2225.3 Policy

2225.3.1 Camping is not permitted on District property unless expressly authorized by the Board of Directors.

2225.3.2 Unauthorized encampments on District property pose significant hazards to public health and safety and create nuisance conditions affecting the surrounding neighborhoods. Thus, after providing proper notice and appropriately storing personal property and belongings, all unauthorized encampments shall be removed from District property promptly. All reasonable efforts shall be made to restore the sites to their original condition. Continued monitoring and enforcement actions will be necessary to guarantee that encampments are not reestablished on these corrected sites, a matter of particular concern for the District.

2225.3.3 Since the CCSD provides limited services to the Cambria community and lacks many of the resources necessary to address the core problems surrounding homelessness that are fostering the creation of these unauthorized encampments, the District shall coordinate collaborative efforts and enforcement partnerships with the appropriate County agencies, as well as conservation stakeholders and independent local non-profits.

A night sky filled with stars, with a faint rainbow visible in the distance. The bottom of the image shows the dark silhouettes of trees against a lighter horizon.

CAMBRIA DARK SKIES CERTIFICATION INITIATIVE

WHAT IS DARK SKIES?

- A global effort to protect the night sky against light pollution for present and future generations.
- Led by the International Dark-Sky Association (IDA).
- IDA's International Dark Sky Places conservation program recognizes and promotes stewardship of the night sky.
- Beautify Cambria is pursuing certification as an International Dark Sky Community.

WHAT'S INVOLVED?

CONSERVATION

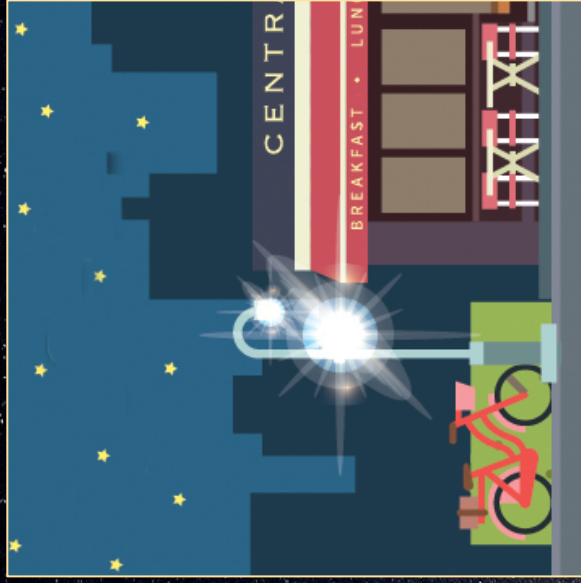
- Protect public and private lands from light pollution.

DARK SKY FRIENDLY LIGHTING

- Use light that does not pollute our natural night skies.

WHAT IS LIGHT POLLUTION?

GLARE



LIGHT TRESPASS



OVERLIGHTING



SKY GLOW

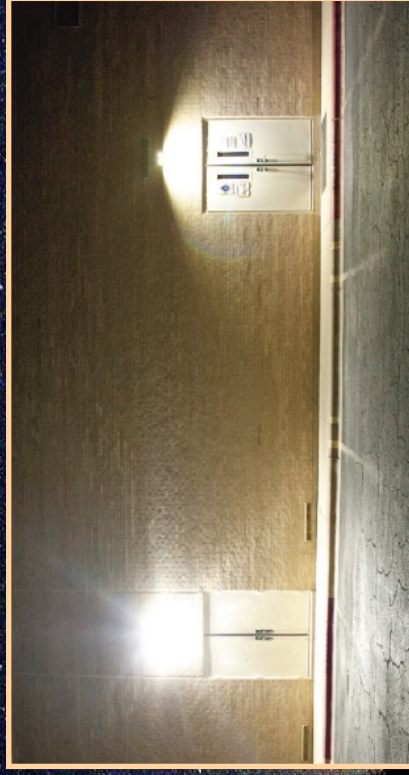


REAL-WORLD EXAMPLES

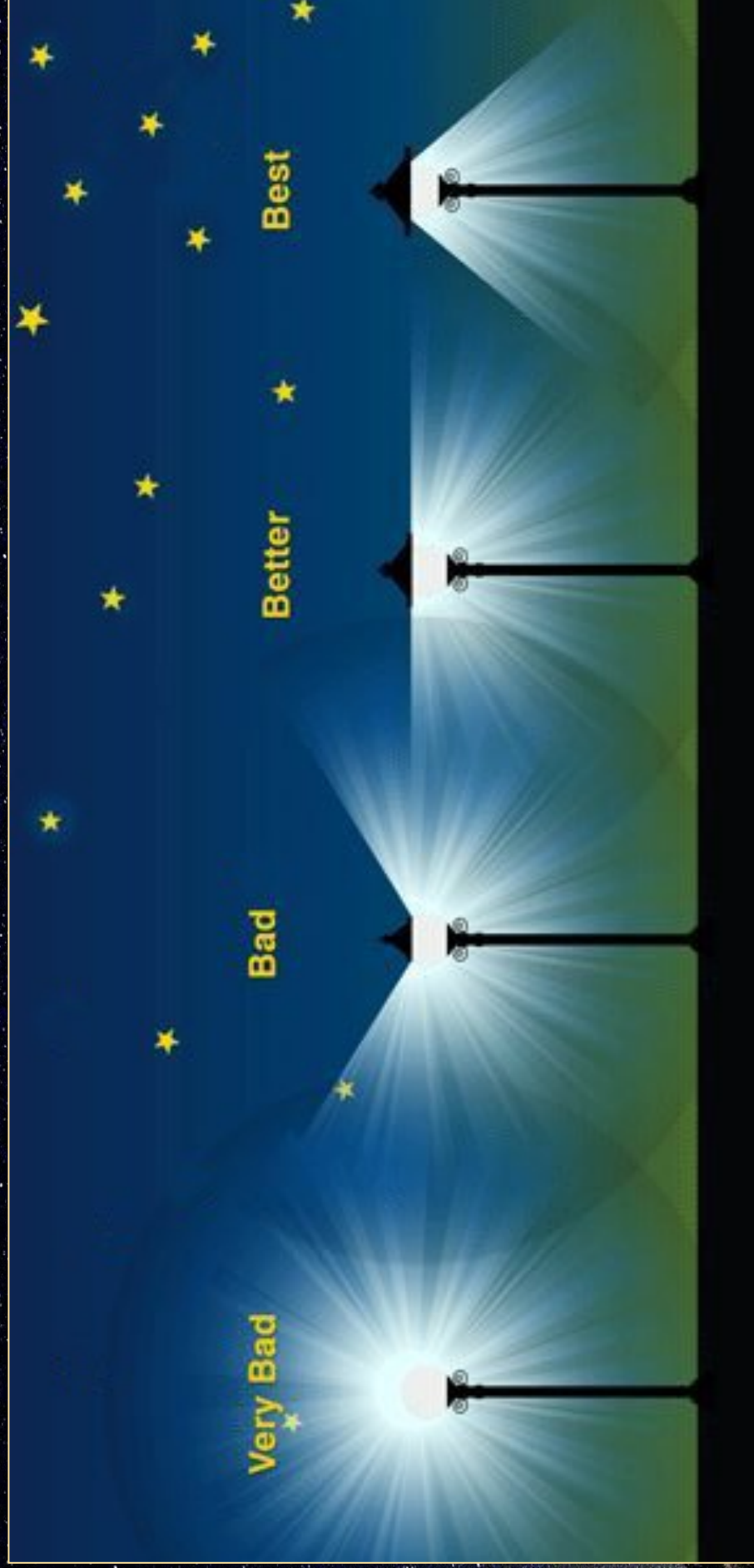
SMART LIGHTING



WASTEFUL LIGHTING



STREET LIGHTING



WHY ARE DARK SKIES IMPORTANT?

TOP 5 REASONS TO SUPPORT DARK SKIES

- ① ENERGY
- ② SAFETY
- ③ HEALTH
- ④ WILDLIFE
- ⑤ HERITAGE

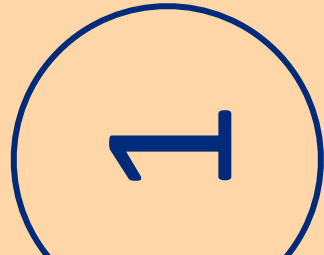
ENERGY

1

COSTS OF LIGHT POLLUTION

- U.S. outdoor lighting uses an average **120 terawatt-hours** of energy, mostly to illuminate streets and parking lots -- enough energy to meet New York City's electricity needs for two years!
- At least 30% of outdoor lighting is wasted, mostly by unshielded lights. That adds up to **\$3.3 billion** and **21 million tons of CO₂** per year! To offset that CO₂ we'd have to plant 875 million trees annually.
- Smart outdoor lighting could cut energy use by **60–70%**, save **billions of dollars** and **cut carbon emissions**.

ENERGY



NEW TECHNOLOGIES CONSERVE ENERGY

- LEDs and CFLs can help reduce energy use and protect the environment, but **only warm-white bulbs** should be used.
- Dimmers, motion sensors and timers can help to reduce average illumination levels and **save even more energy**.
- Shielded fixtures provide the **same ground illumination** as unshielded ones, **with less energy and cost**.

SAFETY

2

NO EVIDENCE LIGHTING IMPROVES SECURITY

- Data on traffic collisions and crime in 62 U.K. communities found that **lighting** had **no effect**, whether off completely, dimmed, off at certain hours, or replaced with low-power LED lamps.
- A 1997 U.S. study concluded, “We can have **very little confidence** that improved lighting prevents crime.”
- Bad outdoor lighting can decrease safety by making targets easier to see. A Chicago study showed a correlation between **brightly lit alleyways** and **increased crime**.

“Local authorities can safely reduce street lighting saving both costs and energy ... without necessarily impacting negatively upon road traffic collisions and crime.”

Journal of Epidemiology & Community Health

NEGATIVE EFFECTS ON HUMAN HEALTH

- Research suggests that artificial light at night can **increase risks** for obesity, depression, sleep disorders, diabetes, breast cancer and more.
- Artificial light at night can **suppress melatonin** production. Melatonin has antioxidant properties, induces sleep, boosts the immune system, lowers cholesterol, and helps the functioning of the thyroid, pancreas, ovaries, testes and adrenal glands.
- Exposure to blue light at night is **particularly harmful**. Unfortunately, most LEDs used for outdoor lighting create abundant blue light.

DRASTIC EFFECT ON ECOSYSTEMS

- Light pollution **radically alters** the nighttime environment for nocturnal animals that use darkness as cover.
- Glare from artificial lights can impact wetland habitats, **disrupt** amphibian reproduction and reduce populations.
- Birds that migrate or hunt at night navigate by moonlight and starlight. Artificial light can cause them to **wander off course**. Lighting also interferes with their sleep.
- Artificial lights can create a **fatal attraction** for insects. Declining insect populations negatively impact all species that rely on insects for food or pollination.

HERITAGE

5

PRESERVING A PRECIOUS RESOURCE

- Until recently, for all of human history, our ancestors experienced a **sky brimming with stars** – a night sky that inspired science, religion, philosophy, art and literature.
- The natural night sky is **our common heritage**, yet it's becoming unknown to our children. Van Gogh painted his famous “Starry Night” in Saint Rémy, France, in 1889. Now, the Milky Way can no longer be seen from there.
- Experiencing the night sky **provides perspective**, inspiration, and leads us to reflect on our humanity and place in the universe.

IMPLEMENTATION

PROGRAM GOALS

- Build awareness.
- Foster community cooperation.
- Help pay for lighting fixtures or shields.
- Achieve IDA certification & international recognition.
- Position Cambria as a unique Dark Sky community.
- Encourage overnight visits by astrophotographers & hobby astronomers.

DARK SKIES IN PRACTICE

CODES

- SLO County lighting code is largely Dark Skies-compliant.
- Needs a single update to include requirement for warmer spectrum night lighting.

LIGHTING

- Code update would apply to new installations. Retrofits of existing installations are encouraged.
- Shields for streetlights are available from every streetlight manufacturer.

CERTIFICATION REQUIREMENTS

- General Plan amendment to update county lighting code.
- Shield outdoor lighting over 1200 lumens to focus light downward & prevent light trespass.
- Use lighting with a correlated color temperature (CCT) below 3000K.
- Limit total amount of unshielded lighting.
- Minimum 10 projects built under the lighting code.
- Two educational Dark Skies events per year.
- Maintain log of sky brightness.
- Submit an annual report.

WHAT WE'VE DONE SO FAR

- Worked with SLO County to update lighting code.
- Secured widespread community support.
- Secured letters from local organizations in support of Cambria's application.
- Held regular Dark Sky events that are popular community activities that educate, build support and foster community consensus:
 - Evening with the Stars, October
 - Binocular Walk, February
 - Meteor Party, August
 - Additional events during astronomical phenomena of high interest

HOW YOU CAN HELP

- 1 Recognize Beautify Cambria's Dark Skies Initiative as an ongoing community project.
- 2 Provide a letter to IDA in support of Cambria's application to be an International Dark Sky Community.
- 3 Pledge to make Cambria street lights and CCSD facility lights Dark Sky compliant.

THANK YOU!