

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, January 17, 2019 2:00 PM

1. OPENING

A. Call to Order

President Pierson called the meeting to order at 2:00 p.m.

B. Pledge of Allegiance

President Pierson led the Pledge of Allegiance.

C. Establishment of Quorum

A quorum was established.

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

Amanda Rice arrived at 2:30 p.m.

Staff present: Acting General Manager Monique Madrid, District Counsel Timothy Carmel, Finance Manager Pamela Duffield, Organizational & Strategic Advisor Paavo Ogren, District Engineer Bob Gresens and Deputy District Clerk Haley Dodson.

D. Report from Closed Session

District Counsel reported there was no formal action, but that the Board discussed the status of the recruitment of a General Manager and the status of IAFF negotiations.

E. Agenda Review: Additions/Deletions

President Pierson asked for any additions or deletions.

There were no additions or deletions.

2. PUBLIC SAFETY (Estimated time 5 Minutes per item)

A. Sheriff's Department Report

Deputy Kramer provided a summary of recent activities in Cambria for the Sheriff's Department.

B. CCSD Fire Chief's Report

Chief Hollingsworth provided a report of recent activities in Cambria.

C. PROS Chairman's Report

Chairperson Steve Kniffen provided a report for the PROS Commission.

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

Public Comment:
Tina Dickason
Tom Gray
Karen Dean

4. **ACKNOWLEDGEMENTS**

A. The Board will provide a Proclamation to Robert Gresens

The Board provided District Engineer Bob Gresens with a Proclamation for his 18 years of service.

The Board took a short break at 2:34 p.m. to serve cake and refreshments.

The Board reconvened at 2:47 p.m.

5. **CONSENT AGENDA (Estimated time: 15 Minutes)**

A. CONSIDERATION TO ADOPT THE DECEMBER 2018 EXPENDITURE REPORT

B. CONSIDERATION TO ADOPT THE DECEMBER 13, 2018 REGULAR MEETING MINUTES

C. CONSIDERATION OF ADOPTION OF RESOLUTION 01-2019 APPOINTING JIM BAHRINGER AS AN ALTERNATE TO THE PARKS, RECREATION AND OPEN SPACE COMMISSION AND TO APPROVE THE PROPOSED GOALS & OBJECTIVES OF THE COMMISSION

D. DISCUSSION AND CONSIDERATION OF APPROVAL OF INTERFUND LOAN POLICY

E. CONSIDERATION OF APPROVAL OF FIRST AMENDMENT TO MEMORANDUM OF UNDERSTANDING REGARDING JOINT USE OF COAST UNION HIGH SCHOOL TENNIS COURTS

President Pierson asked for any items to be pulled.

Public Comment:
Mary Webb

Director Rice pulled item 5.D.

Director Rice moved to approve the consent agenda with the exception of item 5.D.

Director Howell seconded the motion.

Roll Call Vote:
Director Rice- Aye
Director Howell- Aye
Director Steidel- Aye
Vice President Farmer- Aye
President Pierson- Aye

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

Director Rice moved to approve 5.D. with the removal of the sentence "amounts loaned from the Water and Wastewater funds to other District funds must include an interest component."

Director Steidel seconded the motion.

Ms. Madrid suggested removing Finance Manager and adding General Manager or their designee in the same paragraph.

The Board approved the amendment.

Roll Call Vote:

Director Rice- Aye

Director Steidel- Aye

Director Howell- Aye

Vice President Farmer- Aye

President Pierson- Aye

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

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

A. DISCUSSION AND CONSIDERATION OF PROS COMMISSION RECOMMENDATIONS REGARDING LEASE OR PURCHASE OF CCSD PROPERTY BY THE CAMBRIA HISTORICAL SOCIETY FOR RELOCATION OF THE SANTA ROSA SCHOOLHOUSE

Ms. Madrid introduced the item and provided a brief summary of the item.

Public Comment:

Tina Dickason

John Ehlers

Mr. John Ehlers and Ms. Laurel Stewart were available to answer questions.

Director Rice moved to take the recommendation from PROS regarding lease or purchase of CCSD property by the Cambria Historical Society for relocation of the Santa Rosa Schoolhouse and that we direct staff to allow for progress to put the schoolhouse temporarily if needed to allow for change on covenant.

Director Rice withdrew her motion.

Director Rice moved to provide landowner consent for the Historical Society to perform their due diligence on the pocket park property on Center Street and direct staff that should the need arise to store the schoolhouse on the dog park, that staff is prepared to provide the documentation to allow for that and there must be an indemnification agreement that the Historical Society will execute before signing the landowner consent form. We are doing three things here: 1) the indemnity agreement with the Historical Society; 2) directing staff to prepare for potential movement of schoolhouse temporarily to the old dog park property; and 3) giving consent to conduct the studies the Historical Society needs to perform their due diligence on the pocket park property.

Director Rice suggested directing staff to prepare lease, do their own due diligence and bring back an appropriate lease at the February meeting.

District Counsel suggested directing staff to do their own due diligence on this issue and bring back an appropriate lease at the February meeting.

Vice President Farmer seconded the motion.

Roll Call Vote:

Director Rice- Aye

Vice President Farmer- Aye

Director Howell- Aye

Director Steidel- Aye

President Pierson- Aye

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

B. DISCUSSION AND CONSIDERATION OF SCHEDULING A WORKSHOP TO RECEIVE PUBLIC INPUT ON DESIRED KNOWLEDGE, SKILLS AND ABILITIES OF FUTURE GENERAL MANAGER

Ms. Madrid introduced the item and provided a brief summary of the item.

Public Comment:

Tina Dickason

President Pierson would like to have a meeting to receive public input regarding hiring a General Manager.

The Board agreed to hold the meeting on Wednesday, January 30, 2019 at 5:30 p.m. and to limit it to two hours.

Director Rice moved to have a listening session regarding General Manager qualifications and the process for hiring on January 30, 2019 at 5:30 p.m. to 7:30 p.m.

Director Howell seconded the motion.

Roll Call Vote:

Director Rice- Aye

Director Howell- Aye

Director Steidel- Aye

Vice President Farmer- Aye

President Pierson- Aye

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

C. DISCUSSION AND CONSIDERATION OF RESOLUTION 02-2019 AUTHORIZING THE GENERAL MANAGER TO NOMINATE STAFF TO THE SLO COUNTY WATER RESOURCES ADVISORY COMMITTEE (WRAC)

Ms. Madrid introduced the item and turned it over to District Counsel, who provided a brief summary of the item.

Public Comment:

John Ehlers

Director Rice moved to approve resolution 02-2019 authorizing the general manager to nominate staff to the SLO County Water Resources Advisory Committee (WRAC).

Director Steidel seconded the motion.

Roll Call Vote:

Director Rice- Aye

Director Steidel- Aye

Director Howell- Aye

Vice President Farmer- Aye

President Pierson- Aye

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

D. DISCUSSION AND CONSIDERATION OF ANNUAL REVIEW OF BOARD OF DIRECTORS BYLAWS

Ms. Madrid introduced the item and provided a brief summary.

President Pierson suggested holding two Board meetings per month on the second and third Thursdays from 2:00 p.m. to 5:00 p.m. with the option to extend the meeting by 4/5's vote.

Director Rice would like to address the standing committees in the bylaws and move section 1.6 to section 9.1.

The Board reached consensus to strike section 9.1 and move section 1.6 to 9.1.

Director Rice suggests that it be included that no Board member will be a voting member on the standing committees, but a Board member will be an ex officio, 5 members who don't have to be registered to vote, but do need to be residents.

Public Comment:
Mary Webb

Ms. Madrid suggested revising section 9.4B from summary notes to action minutes.

The Board agreed to revise section 9.4B from summary notes to action minutes.

President Pierson stated if the public wants to speak at these meetings, we can't take down every note. We will record the meetings. If a member of the public wants something to be a part of the legal minutes, write it down and turn it in at the time of the meeting.

Director Rice suggested revising 4.4 Written Materials to say the Board can request something that's written and not provided in the Board packet included in the minutes. This would be included for the committees.

Mr. Ogren suggested that written submittals be referenced in the minutes but maintained as separate public records.

President Pierson suggested changing section 4.4 to allow for written comments received to be maintained as a separate public record.

Director Howell suggested changing section 9.4 from summary notes to action minutes and adding in a sentence that an audio recording must be maintained.

Director Howell also suggested following section 4.5 which reads that the District Clerk will record whether they spoke in support or opposition to such matter.

President Pierson would like the sentence "and whether they spoke in support or opposition to such matter" removed.

District Counsel read the Board's suggested changes:

1. Striking section 1.6.
2. Section 2.1 striking fourth and adding second and third.
3. Section 2.3 striking four and adding three.
4. Section 4.4 striking materials and adding comments. This section should read:
"Written comments delivered to the Board at the meeting that were not contained in the Board agenda packet for review by the Board prior to the meeting shall be maintained as a separate public record."

5. Section 4.5 striking “, and whether they spoke in support or opposition to such matter.”
6. Striking section 9.1. Revise to read “The President shall make appointments to all committees subject to Board approval.”
7. Section 9.4 (b) summary notes will be removed and action minutes inserted. The section will read “All Standing Committees shall be conducted as public meetings in accordance with the Brown Act. Action minutes for each meeting of a Standing Committee shall be forwarded to the Board of Directors as a public record and an audio recording shall be made and retained, as required by law.”

District Counsel will bring this back as a resolution next month.

Director Rice moved to approve the Board’s suggested recommendations as stated by District Counsel.

Director Howell seconded the motion.

Roll Call Vote:

Director Rice- Aye

Director Howell- Aye

Director Steidel- Aye

Vice President Farmer- Aye

President Pierson- Aye

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

The Board took a break at 4:27 p.m. and reconvened at 4:37 p.m.

E. DISCUSSION AND CONSIDERATION OF APPOINTMENT OF FINANCE, RESOURCES & INFRASTRUCTURE, AND POLICY COMMITTEE MEMBERS AND TO PROVIDE OVERALL DIRECTION TO EACH COMMITTEE

Ms. Madrid introduced the item and turned it over to Mr. Ogren, who provided a brief summary of the item.

Director Howell moved to nominate Jim Webb to the Resources & Infrastructure Committee.

Director Rice seconded the motion.

There was no roll call vote.

President Pierson would like Tom Gray on the Resources & Infrastructure Committee.

President Pierson suggested moving Mike Lyons to the Policy Committee and put Tom Gray on Resources & Infrastructure Committee.

President Pierson gave a brief overview of the Board’s suggestions:

The Policy Committee would consist of Amanda Rice (Chairman), Mike Lyons, John Nixon, Gordon Heinrichs, John Rohrbaugh and Lauren Younger.

The Resources & Infrastructure Committee would consist of Donn Howell (Chairman), Karen Dean, Tom Gray, Paul Nugent, Brad Fowles and James Webb.

The Finance Committee would consist of Cindy Steidel (Chairman), Ted Seigler, Dewayne Lee, Cheryl McDowell, Mary Mather, and Marvin Corne.

President Pierson moved to approve the standing committee appointments.

Director Rice seconded the motion.

Roll Call Vote:

President Pierson- Aye

Director Rice- Aye

Director Steidel- Aye

Director Howell- Aye

Vice President Farmer- Aye

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

Mr. Ogren presented the second half of the item regarding direction to the committees.

President Pierson asked each Chairman to hold a committee meeting to review the goals the Board set and come back with what they feel they should get done in 2019 and hopefully it includes the Board assigned goals and they will also consider a template of bylaws and come back and present those for consideration. Each committee should meet once by 2/28/2019 and the Finance Committee should review the mid-year budget.

President Pierson stated each Committee Chairman should thank applicants who applied and weren't nominated.

F. DISCUSSION AND CONSIDERATION OF INTRODUCTION OF ORDINANCE 01-2019 AMENDING SECTION 8.04.110 OF THE CAMBRIA COMMUNITY SERVICES DISTRICT MUNICIPAL CODE RELATING TO THE AFFORDABLE HOUSING PROGRAM

Ms. Madrid introduced the item and turned it over to District Counsel, who provided a brief summary of the item.

Public Comment:

Crosby Swartz

Mary Webb

Laura Swartz

President Pierson stated we need to align our ordinance with the County's ordinance.

Director Rice provided a PowerPoint presentation to review.

Vice President Farmer motioned to continue the meeting until 6:30 p.m.

Director Rice seconded the motion.

Roll Call Vote:

Vice President Farmer- Aye

Director Rice- Aye

Director Howell- Aye

Director Steidel- Aye

President Pierson- Aye

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

Director Howell moved to table this item to the next meeting.

Director Rice seconded the motion.

There was no roll call vote.

President Pierson agrees and directed staff to get a better report so we understand the issues, what the County restrictions are, what isn't restricted and what would we be voting for. We need a better understanding and I'd be glad to work with staff to get the document together and make this the first item on the February agenda. We need more clarity. He asked Director Rice and Director Steidel to work with staff on the details for the staff report.

Director Howell moved to approve President Pierson's recommendation.

Director Rice seconded the motion.

Roll Call Vote:

Director Howell- Aye

Director Rice- Aye

Director Steidel- Aye

Vice President Farmer- Aye

President Pierson- Aye

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

7. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

A. Board Member, Committee and Liaison Reports

i. Mike Lyons & Karen Dean- Resources & Infrastructure Standing Committee Report

Karen Dean provided the Board with a summary on the Resources & Infrastructure Committee.

ii. David Pierson - Finance Standing Committee Report

President Pierson stated the Finance Committee didn't have a formal meeting. There was nothing to report.

Director Rice moved to extend the meeting to 6:45 p.m.

Director Steidel second the motion.

Roll Call Vote:

Director Rice- Aye

Director Steidel- Aye

Director Howell- Aye

Vice President Farmer- Aye

President Pierson- Aye

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

Vice President Farmer reported he attended a Forest Committee meeting and they had a presentation by Rick Hawley. We need to plant thousands of trees in Cambria. This was also brought up at their annual and regular FHFRP meeting. Greenspace, Forest Committee and FHFRP are coordinating to hire a forest manager in the near forest. The

FHFRP elected Mark Larsen as the new Chairperson. 4,957 volunteer hours were accrued this past year. There was a boundary survey. They found 17 encroachments and discovered the legal description of the ranch has never been approved by the County. They are considering hiring an attorney to do a title search. The challenges moving forward are addressing forest health and fuel reduction programs. Jo Ellen Butler has served as executive director for many years and she's retiring. They are searching for a new executive director.

Director Rice stated King Tide is coming up and the Dark Skies Conference is on Saturday at 6:00 p.m. at Rabobank. There will be a demonstration of tiny houses. The planning commission will be looking at the inclusionary housing ordinance and possible changes on the 24th.

8. MANAGER'S REPORT

A. Acting General Manager's Report

Ms. Madrid provided a brief summary of the Acting General Manager's report.

B. Finance Manager's Report

Finance Manager Mrs. Duffield provided a brief summary of the Finance Manager's report.

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

Director Rice would like reduced rates for lower income folks for their water and sewer. She believes a reduced rate is provided for sewer, but not for water.

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

President Pierson adjourned the meeting to closed session at 6:45 p.m.

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Pursuant to Government Code Section 54956.9(d)(1).
Name of Case: CCSD v. CDM Smith, Inc.**