

Pursuant to Government Code Section 54953(e), members of the Resources & Infrastructure 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.



CAMBRIA COMMUNITY SERVICES DISTRICT

Karen Dean, Chair of the Resources & Infrastructure Committee, hereby calls a Special Meeting pursuant to California Government Code Section 54956. The Special Meeting will be held: **Monday, January 10, 2022, 2:00 PM**. The purpose of Special Meeting is to discuss or transact the following business:

NOTICE OF SPECIAL MEETING

CAMBRIA COMMUNITY SERVICES DISTRICT RESOURCES & INFRASTRUCTURE COMMITTEE

**Monday, January 10, 2022
2:00 PM**

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/86053848139?pwd=OE53SjByT092T2E4dXBKUGIXUHoxQT09>

Passcode: 467044

Or One tap mobile:

US: +16699006833,,86053848139# or +13462487799,,86053848139#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799

Webinar ID: 860 5384 8139

International numbers available: <https://us06web.zoom.us/j/86053848139>

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. 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.

1. OPENING

A. CALL TO ORDER

B. ESTABLISH QUORUM**C. CHAIRMAN'S REPORT****D. AD HOC SUB-COMMITTEE REPORTS****E. COMMITTEE MEMBER COMMUNICATIONS**

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

F. PUBLIC COMMENTS ON AGENDA ITEMS

Members of the public may now address the Board on any item on its agenda today.

2. CONSENT AGENDA

- A. Consideration to Approve the November 8, 2021 Regular Meeting Minutes

3. REGULAR BUSINESS

- A. Discussion and Consideration of 2022 Resources and Infrastructure Committee Meeting Dates and elect the Committee Vice Chair and Secretary
- B. Review, Discussion and Consideration of Ad Hoc Committees and Committee Appointments
- C. Receive Updates from the Utilities Manager on the CDP, SST, and CIPs that were completed in 2021
- D. Receive Update from the Ad Hoc Committees on the General Fund CIP and the Enterprise Fund CIP

4. FUTURE AGENDA ITEMS**5. ADJOURN**

RESOURCES & INFRASTRUCTURE COMMITTEE
REGULAR MEETING
Monday, November 8, 2021 - 2:00 PM
MINUTES

A. CALL TO ORDER 2:00

Chairperson Dean called the meeting to order at 2:00 p.m.

B. ESTABLISH QUORUM

A quorum was established.

Committee members present via Zoom: Karen Dean, David Pierson, James Webb, Brad Fowles, Steve Siebuhr, and Michael Thomas.

Staff present: Ossana Terterian, Pamela Duffield & Ray Dienzo.

C. CHAIRMAN'S REPORT

Director Dean had nothing to report.

D. AD HOC COMMITTEE REPORTS

No Ad Hoc Committee reports.

E. COMMITTEE MEMBER COMMUNICATIONS

1. PUBLIC COMMENT

2. CONSENT AGENDA

A. Consideration to Approve the October 18, 2021 Regular Meeting Minutes

Committee member Michael Thomas motioned to approve the minutes.

Committee member James Webb seconded the motion.

The motion was approved 4-ayes (Pierson, Webb, Siebuhr, Thomas),
0-Nays, 1-Abstain Fowles

3. REGULAR BUSINESS

A. Receive Update on the P G & E IGA Report:

Ray Dienzo reported that the final draft of the IGA report will be submitted this week. Anticipating being Presented to the Board Nov. 18th.

B. Receive Update from the CIP Ad Hoc Committees.

CIP General Fund Committee is waiting for updated list.

CIP Utilities Committee. Submitted Numeric Priorities descriptions for the wastewater items.

4. FUTURE AGENDA ITEMS

Chairman Dean asked for any future agenda items.

No items submitted.

5. ADJOURN

Chairman Dean adjourned the meeting at 2;29 p.m.

Motioned by Michael Thomas

Secoind by David Pierson



CAMBRIA COMMUNITY SERVICES DISTRICT
RESOURCES AND INFRASTRUCTURE COMMITTEE
2022 REGULAR MEETING SCHEDULE

January , 2022 at ---- p.m.

February , 2022 at ---- p.m.

March , 2022 at ---- p.m.

April , 2022 at ---- p.m.

May , 2022 at ---- p.m.

June , 2022 at ---- p.m.

July , 2022 at ---- p.m.

August , 2022 at ---- p.m.

September , 2022 at ---- p.m.

October , 2022 at ---- p.m.

November , 2022 at ---- p.m.

December , 2022 at ---- p.m.

Regular meetings are held via Zoom until further notice.

RESOURCES & INFRASTRUCTURE STANDING COMMITTEE AD HOC COMMITTEES

WATER DEMAND MANAGEMENT AND OFFSET MEASURES

Committee Members: Brad Fowles and Karen Dean

Assignment: Evaluate the effectiveness of CCSD's water demand management and offset measures.

Date Formation Approved: March 19, 2019 – R & I Committee Meeting

Date Committee Closed: This ad hoc was tabled after final draft report was submitted October 11, 2019, pending the completion of updates to the retrofit program data.

Completed and disbanded.

REVIEW THE CURRENT UWMP

Committee Members: Karen Dean, Steve Siebuhr, and David Pierson

Assignment: Review the current Urban Water Management Plan (UWMP) and recommend areas for updating the plan.

Date Formation Approved: October 22, 2019 – R & I Committee Meeting

This ad hoc committee assignment is expanded to include work on Water Shortage Contingency Plan and Six Stages if Drought for current UWMP.

Completed and disbanded.

WATER CONSERVATION AND GRAY WATER USE

Committee Members: Karen Dean, Brad Fowles, and James Webb

Assignment: Investigate potential conservation and retrofit measures, as well as gray water use.

Date Formation Approved: November 19, 2019 – R & I Committee Meeting

The scope of this ad hoc is expanded to include the Objective "Identify public water conservation measures and best practices and bring recommendations to the Board for sharing with the public", this objective is for the Board goal "Achieve a Balanced Policy for Growth and Resources".

Completed and disbanded.

PRODUCE INFORMATIONAL VIDEOS ON WATER METER READING & OTHER TOPICS

Committee Member: Brad Fowles

Assignment: To produce informational videos on water meter reading and other topics

Date Formation Approved: February 10, 2020 – R & I Committee Meeting

This Ad hoc is on hold during COVID-19 pandemic – **on hold and also until the members are ready to continue.**

RESEARCH OFFSITE WATER STORAGE POSSIBILITIES

Committee Members: David Pierson, James Webb and Michael Thomas

Assignment: To research offsite water storage possibilities.

Date Formation Approved: March 9, 2020 – R & I Committee Meeting

The scope of this ad hoc is expanded to include the Objective “Identify additional sources of water and share the results with the board”, this objective is for the Board goal “Achieve a Balanced Policy for Growth and Resources “.

Disbanded and will reform as needed and after strategic planning retreat.

JOINT RESOURCES & INFRASTRUCTURE/FINANCE AD HOC COMMITTEE

Committee Members: David Pierson and Karen Dean (Ex-Officio)

Assignment: Assist Staff in prioritizing projects both SST and otherwise (i.e. water meters). Grouping projects synergistically. Seeking financing for SST and other projects as prioritized through grants and loans. Report back to committees on best methods to proceed on projects and their financing with monthly updates.

Date Formation Approved: June 23, 2020 – R & I Committee Meeting

Continue working on it

DISTRICT’S ASSET MANAGEMENT PROGRAM

Committee Members: Brad Fowles and Steve Siebuhr

Assignment: To create an inventory of District assets

Date Formation Approved: October 13, 2020 – R & I Committee Meeting

On hold until asset data is updated into Tyler Incode.

On hold, and continue working on it

Revised 2/22/2021

CAMBRIA COMMUNITY SERVICES DISTRICT**RESOURCES & INFRASTRUCTURE COMMITTEE****APPOINTMENT SCHEDULE**

Committee Members	Date Appointed	Term Expiration
David Pierson – Vice Chair	2/18/2021	2/18/2023
Brad Fowles - Secretary	2/18/2021	2/18/2023
James Webb	2/18/2021	2/18/2023
Steven Siebuhr	2/18/2021	2/18/2023
Michael Thomas	2/18/2021	2/18/2023

Ex Officio Board Member	Date Appointed
Karen Dean- Chairman	12/17/2020

At the end of a term of office, and with the request of the member and approval by the Committee, the CCSD Board of Directors may reappoint that member for additional two-year terms, in increments.

*David Pierson was appointed vice chair on 2/22/2021.

*Brad Fowles was appointed secretary on 2/22/2021.

General Fund Projects		Ranking	FY Project Cost	10-Yr Cost	Notes
FY	Administration Department Projects				
20-21	Tyler Incode	1	0	\$76,050	Complete in FY 21/22
	Replace District Car	3	0	\$30,000	Need a cost-benefit justification. Is it better to let people use their own vehicles? If purchase then needs to be electric. Staff response: employees will not use their personal vehicles.
Subtotal				0	\$106,050
FY	Facilities & Resources/PROS Projects				
20-21	F350 Truck - Replace 1999 F150 Truck	1	0	\$40,000	Done - in 21/22 Budget
20-21	Electric Vehicle Charging Station (Vets Hall)	1	0	\$22,272	Should be done this year - needs to stay priority 1 for grant
20-21	Electric Vehicle Charging Station (East Village Parking Lot)	1	0	\$17,000	See above
	Skate Park Improvements	1	0	\$0	Both projects should have solid budget numbers by the end of October. Board will decide on next steps.
20-21	Restroom Facilities @ Fiscalini Ranch Preserve	1	0	\$20,000	
	Vets Hall Sewer Line	1	0	\$40,000	High Risk of possible HAZMAT so needs to be a 1. Need to check on options (sleeve?) also needs a firm estimate from a contractor. Staff: Estimate in progress. New estimate is \$31,460. Recommend using outside contractor and feel it is a priority 2
	Vets Hall Electrical Emergency (Generator & Equipment)	1	0	\$80,000	Needs to stay a 1 as Vet's Hall should be emergency care center. Needs to be two projects. Need to work with Legion on the roof over their dining room as that is a priority 1. Main roof should be a priority 2.
	Re-Roof Entire Vets Hall Building & American Legion Kitchen Area	1	0	\$55,000	
	Vets Hall Water Line	2	0	\$10,000	
	Vets Hall Kitchen Improvements (Replace cabinets, countertops, sinks)	3	0	\$20,000	All these are good for now
	Vets Hall Restroom Improvements (Replace partitions, countertops, sinks & flooring)	3	0	\$17,500	
Subtotal				0	\$321,772
FY	Fire Department Projects				
20-21	Radio System Upgrade Phase 2	1	0	\$40,729	Done. In budget for 21/22
	Fire Department Station Security	2	0	\$80,000	Some work to be done this FY. Phased construction.
	Zoll X Series EKG	2	0	\$40,000	Need is for one backup
	Extraction Tool	2	0	\$60,000	Is this for a backup? Need better information on need. Staff: Both sets current out of date (one for each truck); applied for grant.
	Utility Truck	2	0	\$50,000	OK for now
	Fuel Station Computer Replacement	3	0	\$14,000	CCHD is out as a partner. Needs to be a priority 1 for accountability. Staff: in current budget and on plan to replace in FY21-22.
	Replace Fire Truck - Engine Type 1	3	0	\$700,000	An apparatus plan needs to be made to show the need for each of these and what the longevity of each should be. Do we need a Tender? We loan it out and make money but it is paid for. Would that be true with a new one? Reserve fund needs to be established as we payoff current loan. Staff: Tender not critical, can recoup costs through mutual aid expenses. Staff: We maintain two Type 1 engines; 20-yr lifespan; on 10-yr offset cycle; next purchase 2027; Type 3 not in inventory now; needed for wildland urban interface; 20-yr engine; can act as Type 1 if others inop; planned for 2022.
	Purchase New Fire Truck - Engine Type 3	3	0	\$400,000	
	Replace Water Tender	3	0	\$250,000	Needs a cost-benefit done. Staff: No current training facility; alternative is sending firefighters offsite while off-duty and incur additional pay reqts.
	Facility Training Center (Sea Train Container)	3	0	\$100,000	Includes Admin Office - Cost-benefit. Possible bond issue.
	Fire Station Expansion	3	0	\$3,000,000	Combine with CCHD?
Subtotal				0	\$4,734,729
GRAND TOTAL					\$5,162,551
					\$391,051
					\$240,000
					\$4,531,500
					\$0
					\$0

Completed Projects	Ranking	FY Project Cost	10-Yr Cost	Actual Cost	Notes
20-21 Trailer - Homeless Personal Property Storage	1	\$ 12,000.00	\$ 12,000.00		9777.34 Purchase Completed in March 2021