Pursuant to Government Code Section 54953(e), members of the Board of Directors 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

## Thursday, January 13, 2022 - 2:00 PM

# AGENDA

REGULAR MEETING OF THE CAMBRIA COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

Please click the link below to join the webinar:

https://us06web.zoom.us/j/89425133457?pwd=YW5PN01tZ0F4UHE1bUpHaXVXMmxIUT09

#### Passcode: 436744

Or One tap mobile:

US: +16699006833,,89425133457# or +13462487799,,89425133457#

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 +1 301 715 8592 or +1 312 626 6799 or

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#### Webinar ID: 894 2513 3457

International numbers available: https://us06web.zoom.us/u/kektOyicKR

#### 1. OPENING

- A. Call to Order
- B. Pledge of Allegiance
- C. Establishment of Quorum
- D. President's Report
- E. Agenda Review: Additions/Deletions

#### 2. BOARD MEMBER COMMUNICATIONS

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

#### 3. COMMISSION REPORT

- A. PROS Chairman's Report
- 4. PUBLIC COMMENT

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

#### 5. CONSENT AGENDA

All matters on the consent calendar are to be approved by one motion. If Directors wish to discuss a consent item other than simple clarifying questions, a request for removal may be made. Such items are pulled for separate discussion and action after the consent calendar as a whole is acted upon.

A. Consideration to Instruct Staff to Issue a Notice of Interest for Cal OES HMGP Grant for an Emergency Alert System

#### 6. **REGULAR BUSINESS**

- A. Discussion and Consideration to Provide Instructions to the Bylaw Review Ad Hoc Committee to Review Board, Standing Committee and PROS Commission Bylaws
- **B.** Discussion and Consideration to Direct Staff to Proceed with the Permitting Phase of the Skate Park Project and to Adopt Resolution 01-2022 Amending the Fiscal Year 2021/2022 Budget
- **C.** Discussion and Consideration to Fill one (1) Vacant Seat on the Policy Standing Committee
- D. Discussion and Consideration of Adoption of Resolution 02-2022 Pursuant to Public Contract Code Section 22050 Determining to Continue Work Under Emergency Contracts for the Emergency San Simeon Transmission Water Main Repair Project

#### 7. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

- A. Finance Committee's Report
- B. Policy Committee's Report
- C. Resources and Infrastructure Committee's Report
- D. Other Liaison Reports and Ad Hoc Committee Reports

#### 8. FUTURE AGENDA ITEM(S)

This is an opportunity to request a formal agenda report be prepared and the item placed on a future agenda. No formal action can be taken except to direct the General Manager to place a matter of business on a future agenda by majority vote

#### 9. ADJOURN

TO:	Board of Directors		AGENDA NO. <u>5.A.</u>
FROM:	John F. Weigold IV, General Man William Hollingsworth, Fire Chief	ager	
Meeting Date:	January 13, 2022	Subject:	Consideration to Instruct Staff to Issue a Notice of Interest for Cal OES HMGP Grant for an Emergency Alert System

#### **RECOMMENDATIONS:**

Staff recommends that the Board consider authorizing the General Manager to submit a Notice of Interest (NOI) for the California Office of Emergency Services (Cal OES) Hazard Mitigation Grant Program (HMGP) for an Emergency Alert System for the community.

#### FISCAL IMPACT:

The proposed NOI would be for \$151,924, for which a 25% (\$37,981) match is required. At the time of grant award, staff will either return to the Board with a budget adjustment or include the cost as a new funding request in the FY 2022/2023 budget.

**DISCUSSION**: The HMGP, administered by Cal OES, is focused on mitigation efforts to reduce loss of life and property by lessening the impact of disasters. As a result of a Presidential Disaster Declaration, FEMA funds both plans and projects that reduce the effects of future natural disasters. In California, Cal OES administers these funds. Special districts like the CCSD are eligible subapplicants.

A subapplicant must submit a NOI to Cal OES no later than January 21, 2022. If selected to move forward, the full subapplication must be submitted to Cal OES no later than April 8, 2022. Cal OES anticipates releasing project selections in late Summer/early Fall of 2022.

The Cambria Community Services District, in coordination with the Cambria Fire Safe Focus Group (CFSFG), California Highway Patrol (CHP), and the San Luis Obispo County Fire Safe Council, are updating and improving the wildfire evacuation plan for this community. A critical piece of this plan is to install an Emergency Alert System to inform the community on the best route for evacuation before and during an emergency. The needed infrastructure includes AM radio towers, equipment and licensing, generator backups, flashing roadside signs, software and internet interfaces, NOAA receivers, and interface equipment for Reverse-911.

Alert System Project Budget							
Categories	Estimated Cost						
Salaries and Wages	\$8,100						
Employee Benefits	\$5,400						
Contractual	\$29,000						
Supplies	\$7,200						
Equipment	\$98,224						
Other Costs	\$4,000						
Total	\$151,924						

Staff recommends the Board consider this HMGP opportunity and authorize the General Manager to submit an NOI for an Emergency Alert System for Cambria.

TO: Board of Directors



FROM: John F. Weigold IV, General Manager

Meeting Date: January 13, 2022	Subject:	Discussion and Consideration to Provide Instructions to the Bylaw
		Review Ad Hoc Committee to Review
		Board, Standing Committee and PROS
		Commission Bylaws

## **RECOMMENDATION:**

It is recommended that the Board discuss and consider providing instructions to the Bylaw Review Ad Hoc Committee to review Board, Standing Committee and PROS Commission Bylaws.

### FISCAL IMPACT:

There is no fiscal impact associated with this item.

### **DISCUSSION:**

According to the Board Bylaws, Section 11 - Board Bylaw Review Policy, Section 11.1 "Subject to 3.1 the Board Bylaws shall be reviewed annually at the first regular meeting in January and amendments to the Bylaws shall be considered for adoption by the Board at the first regular meeting in February."

Staff recommends the Board discuss and consider providing instructions to the Bylaw Review Ad Hoc Committee to review the Board, Standing Committee and PROS Commission Bylaws and report back with any recommended modifications.

TO: Board of Directors

AGENDA NO. **6.B.** 

FROM: John F. Weigold IV, General Manager

**RECOMMENDATIONS**: Staff recommends that the Board of Directors discuss and consider directing staff to proceed with the permitting phase of the Skate Park Project and to adopt Resolution 01-2022 amending the fiscal year 2021/2022 budget.

## FISCAL IMPACT:

The Skate Park project is a multi-year capital project budgeted at \$19,965. The Board adopted Resolution 49-2021, at the December 9, 2021 Board Meeting which established an annual budget for the Skate Park project. The total funding commitment is \$178,000 and is to be implemented over a three-year period, beginning in fiscal year 2021/2022. A budget adjustment is requested to appropriate the first of the three-year project funding of \$59,333, from General Fund reserves. General Fund reserves are estimated to be \$3,064,035 at June 30, 2022. The budget adjustment is detailed in the chart below:

Budget Adjustment						
Fund Date Agenda Item Purpose		S	Sources		Uses	
General - PROS		Capital Outlay - Skate Park Project			\$	59,333
General - PROS		Funding from Reserves	\$	59,333	\$	-
		Fund Sub-Total	\$	59,333	\$	59,333
		Difference (unidentified sources of funding)	\$	-		

## DISCUSSION:

As stated in presentations at the Special Board meetings on October 30, 2021 and November 20, 2021, there are challenges to the Skate Park Project relating to requirements for parking, storm basins, environmental factors, various setbacks, and restrooms. The development plan permit required for the project is a flexible higher-level discretionary permit through which these issues can be addressed.

These issues will be made clear when the Land Use Permit application process is started. This application would require the District to contract with a design engineer to develop plans and analysis to address the requested exemptions summarized as follows:

- Exemptions may be needed with potential options to satisfy County Planning parking requirements, restroom requirements, a potential crosswalk for more parking access, curbs, gutters and sidewalk.
- Other potential required studies are sound, geological, environmental, and archeological.

The District can provide in-kind services relating to administration and project management. Ray Dienzo, the District Engineer, will be the project manager and will be assisted by various District staff as needed. The attached proposed cost estimate and schedule shows that the design costs are estimated at \$66,000 and the permitting process is estimated to be completed by mid-year 2022.

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Staff recommends the Board of Directors direct staff to proceed with the permitting phase of the Skate Park Project and adopt Resolution 01-2022 amending the fiscal year 2021/2022 budget, to appropriate funds for the Skate Park Project.

Attachments: Skate Park Project Cost Estimate and Schedule from Oct 30, 2021 Special Board Meeting Resolution 01-2022 Amending the Fiscal Year 2021/2022 Budget Exhibit "A" to Resolution 01-2022

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# **COST ESTIMATE**

CAMBRIA SKATEPARK – CAMBRIA, CA CAMBRIA COMMUNITY SERVICES DISTRICT OCTOBER 26, 2021

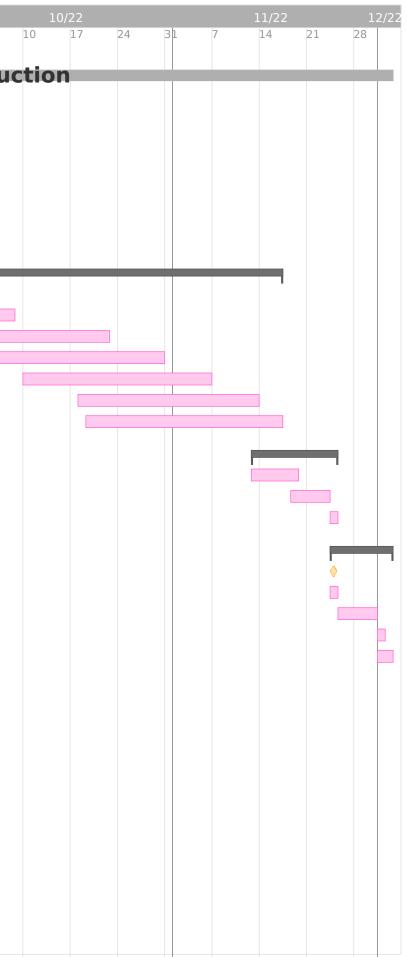
SCOPE OF WORK:	ESTIMATED COST:
DESIGN:	
CONSTRUCTION DOCUMENTS	\$30,000.00
STRUCTURAL ENGINEERING	\$7,000.00
CIVIL ENGINEERING	\$14,000.00
PERMITTING / INSPECTIONS	\$15,000.00
GENERAL:	
MOBILIZATION	\$30,000.00
TEMPORARY FACILITIES – FENCING, EROSION CONTROL, RESTROOM, DUMPSTER, ETC.	\$18,000.00
CONSTRUCTION STAKING	\$5,000.00
SKATEPARK:	
DEMOLITION	\$20,000.00
DRAINAGE SYSTEM / ROCK SWALE / INFILTRATION BASIN	\$35,000.00
EARTHWORK	\$40,000.00
STEEL COPING, EDGE PROTECTION & GRIND RAILS	\$45,000.00
CONCRETE SKATE ELEMENTS	\$112,000.00
CONCRETE FLATWORK	\$45,000.00
MISCELLANEOUS SITE IMPROVEMENTS:	
SPECTATOR SEATING	\$10,000.00
SHADE STRUCTURE	\$20,000.00
4' ORNAMENTAL FENCE	\$30,000.00
PARKING LOT	\$55,000.00
RETAINING WALL	\$80,000.00
SIGNAGE	\$5,000.00
LANDSCAPING	\$10,000.00
MISCELLANEOUS PROJECT MANAGEMENT:	
MATERIAL TESTING / TRAFFIC CONTROL	\$10,000.00
CONSTRUCTION OVERSIGHT	\$10,000.00
BONDING	\$10,000.00
GRAND TOTAL:	\$661,000.00



					10/21	11/21	12/21	1/22	2/22		3/22	4/2	22	5/22	6	5/22	7/2
					2024 31	7 14 2129	9 5 12 19 2	27 4 9 16 23	30 6 13 20	27 6	13 20 27	3 10	17 24 1	8 15 22	29 5 1	19 26	5 3 10
Skate Park Schedule	start	end	0h	0%		_	_		Skate	Park	Sche	dule					
Prop 68 Grant Application Task	10/21/21	12/31/21	0h	0%													
Present Conceptual Design to Board	10/21	10/21	0	0%													
Present Conceptual Design to PROS	10/21	10/23	0	0%													
Develop Budget for Capital and Annua	10/23	10/27	0	0%													
Develop Financing MOUs	10/27	11/01	0	0%													
Prepare Grant Application Items - CE	10/27	12/09	0	0%													
Budget Adjustment and Committee R	10/27	12/09	0	0%													
Board Resolution Approval	12/09	12/09	0	0%													
Finalize Grant Application and Submit	12/10	12/31	0	0%													
Permitting and Development	10/25/21	04/15/22	0h	0%													
Pre-meeting with County	10/25	10/25	0	0%													
Design Development and Agency Rev	10/26	12/31	0	0%													
Committee (CCSD and NCAC) and Pla	12/31	02/01	0	0%													
Design Revisions and Reviews	02/02	04/04	0	0%													
Permit to Construct	04/08	04/15	0	0%													
Construction Phase	04/16/22	07/19/22	0h	0%													
Finalize Construction Documents	04/16	05/06	0	0%													
Board Approval to Advertise for Const	05/12	05/12	0	0%													
Construction Bid/RFP	05/16	07/06	0	0%													
Award Construction Contract	07/07	07/07	0	0%													
Begin Construction	07/19	07/19	0	0%													



					7/2				8/22				9/22			
					18 2	25	1	8	15	22	29	5	12	19	26	3
Skatepark Construction	start	end	0h	0%								Sk	atep	ark	Con	stru
Site Prep/Demo	07/19/22	08/12/22	0h	0%												
Site Staking/Layout	07/19	07/20	0	0%												
Install Erosion Controls	07/20	07/23	0	0%												
Retaining Wall	07/25	08/12	0	0%												
Grading & Drainage	08/05/22	08/19/22	0h	0%												
Rough Grade Site	08/05	08/19	0	0%												
Install Underground Drainage	08/06	08/19	0	0%												
Skatepark	08/22/22	11/16/22	0h	0%												
Fine Grading / Feature Shaping	08/22	09/22	0	0%												
Form & Rebar Skate Features	08/26	10/07	0	0%												
Concrete Skate Features	09/02	10/21	0	0%												
Jointing & Details	09/05	10/29	0	0%												
Form & Rebar Skate Flatwork	10/10	11/05	0	0%												
Concrete Skate Flatwork	10/18	11/12	0	0%												
Jointing & Details	10/19	11/16	0	0%												
Parking Lot	11/12/22	11/24/22	0h	0%												
Fine Grading & Aggregate Base	11/12	11/18	0	0%												
Asphalt	11/18	11/23	0	0%												
Striping	11/24	11/24	0	0%												
Punchlist & Close Out	11/24/22	12/02/22	0h	0%												
Substantial Completion	11/24	11/24	0	0%												
Punchlist Walk Through w/ Owner	11/24	11/24	0	0%												
Address Punchlist items	11/25	11/30	0	0%												
Final Walk Through	12/01	12/01	0	0%												
Demobilize	12/01	12/02	0	0%												



## RESOLUTION NO. 01-2022 January 13, 2022

## A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMBRIA COMMUNITY SERVICES DISTRICT AMENDING THE FISCAL YEAR 2021/2022 BUDGET

WHEREAS, on August 19, 2021, the Board of Directors adopted Resolution 30-2021 approving the Final Budget for Fiscal Year 2021/2022; and

WHEREAS, Government Code Section 61111(a) authorizes the board of directors of a community services district to amend the budget by resolution; and

WHEREAS, the Board of Directors desires to amend the Fiscal Year 2021/2022 Budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cambria Community Services District that the Fiscal Year 2021/2022 Budget is hereby amended as shown on Exhibit "A," attached hereto and incorporated herein by this reference.

PASSED AND ADOPTED this 13<sup>th</sup> day of January, 2022.

Donn Howell Board President

ATTEST:

APPROVED AS TO FORM:

Ossana Terterian Board Secretary Timothy J. Carmel District Counsel CAMBRIA COMMUNITY SERVICES DISTRICT 2021-2022 FISCAL YEAR BUDGET RECOMMENDED BUDGET ADJUSTMENT

#### Budget Adjustment

Fund	Date	Agenda Item	Purpose	 ources	Uses		
General - PROS			Capital Outlay - Skate Park Project		\$	59,333	
General - PROS			Funding from Reserves	\$ 59,333	\$	-	
			Fund Sub-Total	\$ 59,333	\$	59,333	
			Difference (unidentified sources of funding)	\$ -			

TO:	Board of Directors		AGENDA NO. 6.C.
FROM:	John F. Weigold IV, Ger	neral Manager	
Meeting Dat	e: January 13, 2022	Subject:	Discussion and Consideration to Fill One (1) Vacant Seat on the Policy Committee

### **RECOMMENDATIONS:**

Staff recommends that the Board of Directors consider appointing an applicant to fill the vacancy on the Policy Committee.

### FISCAL IMPACT:

There is no fiscal impact identified with this action.

#### DISCUSSION:

At the December 16, 2021 regular Board meeting, staff was directed to open and accept applications to fill a vacant seat on the Policy Committee.

According to Section 2.3(d) of the CCSD Standing Committee Bylaws, "Prior to the beginning of a term, or in the event of a vacancy during an unexpired term, the CCSD shall invite applications for committee membership. Such invitation shall be advertised for a minimum of two weeks in the local newspaper, on the CCSD website and at all Cambria CSD public information bulletin boards. Application forms may be obtained and submitted on the website and Administrative Offices during normal business hours during the application period." Then per Section 2.3(f), "Committee members shall be appointed from the pool of applicants (see 2.3.(d) above) by recommendation of the Committee Chairperson and a majority vote of CCSD Board of Directors."

The Policy Committee seat term expires on February 18, 2023.

Staff recommends the Board of Directors consider appointing one applicant to fill the vacancy on the Policy Committee.

TO: Board of Directors

AGENDA NO. **6.D.** 

FROM: John F. Weigold IV, General Manager

Meeting Date: January 13, 2022	Subject:	Discussion and Consideration of Adoption of Resolution 02-2022 Pursuant to Public Contract Code Section 22050 Determining to Continue Work under Emergency Contracts for the Emergency San Simeon Transmission Water Main Repair Project
		Transmission Water Main Repair Project

## **RECOMMENDATIONS**:

Staff recommends that the Board of Directors consider adoption of Resolution 02-2022 finding that there is a need to continue the emergency action for the San Simeon Transmission Water Main Repair Project in accordance with Public Contract Code Section 22050.

## FISCAL IMPACT:

The estimated cost of the emergency repair is \$300-400K. This project will be funded by the Water Fund. These costs will be managed within the respective fund's budgeted capital project expenditure accounts. At the time actual project costs are known, staff will return to the Board with a budget reallocation within capital project accounts. No budget adjustment is required at this time.

## DISCUSSION:

On the morning of Thursday December 23, 2021, District water operations staff responded to State Parks staff report of a water main break near the San Simeon Creek Campground. Staff identified this as the transmission water main that supplies water from the San Simeon Well Field, the District's primary water source, to the town of Cambria. After turning off the well pumps and isolating the break, staff requested Hartzell Construction to inspect the break and help develop solutions for a repair. The break is located in the marsh/wetlands area. Due to the natural conditions and the recent rain events, water saturated conditions prevent any mechanized equipment from entering the site to repair the water main break. Staff is coordinating with State Parks for an emergency right of entry permit. Staff has also informed the regulating agencies to keep them in the loop on this emergency project. There may be permitting requirements that the District would need to fulfill after the project is complete.

Public Contract Code (PCC) Section 22050 allows a public agency, in the case of an emergency, to repair or replace a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes without going through a formal bid process. On December 28, 2021, the Board adopted Resolution No. 56-2021 declaring an emergency and authorizing the immediate expenditure of funds to repair the water main.

PCC Section 22050 requires that after proceeding with an emergency project, the Board of Directors shall review the emergency action at its next regularly scheduled meeting and at every regularly scheduled meeting thereafter until the emergency action is terminated, and if it is determined that there is a need to continue the action, authorize continuation of the emergency action by a four-fifths vote. Therefore, staff will be returning to the Board with updates as required

by the statute until the emergency action is terminated. Staff will continue to work with the contractors to complete the necessary repairs. The project is categorically exempt from CEQA pursuant to CEQA Guideline Section 15301(b) for the repair of existing publicly owned utility facilities. A Notice of Exemption has been submitted to the California Office of Planning and Research.

Since the December 28, 2021 Board meeting, the status of the project as of publication of this staff report is as follows:

12/29/2021	Construction of the overland by-pass HDPE main began immediately and continued through the weekend.				
12/30/2021	Staff installed a temporary tank and pump to provide water service to				
	customers affected by the water main break				
1/4/2022	Approximately 2900 LF HDPE completed				
1/5/2022	Pressure testing began and successfully passed				
1/6/2022	Disinfection process and bacteriological sampling occurred.				
1/7/2022	Interconnection to existing main begins.				

Pending results of the bacteriological sampling, staff hopes to begin the process of commissioning the bypass water main the week of January 10th with potential project completion as of January 14, 2022.

Staff recommends the Board adopt Resolution 02-2022 finding that there is a need to continue the emergency action for the Emergency San Simeon Transmission Water Main Repair Project in accordance with Public Contract Code Section 22050.

Attachments: Resolution 02-2022

## RESOLUTION NO. 02-2022 January 13, 2022

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMBRIA COMMUNITY SERVICES DISTRICT DETERMINING A NEED TO CONTINUE WORK UNDER EMERGENCY CONTRACTS TO REPAIR THE SAN SIMEON TRANSMISSION WATER MAIN

**WHEREAS**, the District owns, operates and maintains a water distribution system from its San Simeon Well Field, its primary water source, including a Water Main pipe (the "Water Main") located immediately adjacent to Highway 1 in San Simeon State Park, Cambria, CA, which provides drinking water to residents of the District; and

**WHEREAS**, on or about December 23, 2021, the Water Main suffered a catastrophic failure resulting in the loss of hundreds of thousands of gallons of water; and

**WHEREAS**, the District is temporarily using its Santa Rosa Well No. 4 to satisfy the water needs of the community; and

**WHEREAS**, on December 28, 2021, pursuant to Public Contract Code (PCC) Sections 20168 and 22050, the Board of Directors deemed it was in the public interest to immediately authorize the expenditure of District funds needed to safeguard the public health, safety and welfare and to proceed immediately with emergency repairs of the failed Water Main; and

**WHEREAS**, on December 28, 2021, the Board deemed that the emergency repairs would not permit a delay resulting from a competitive solicitation for bids and that prompt action, including authorization to expend all funds required for such repairs without competitive bidding, was necessary to respond to the emergency; and

**WHEREAS**, on December 28, 2021, the Board adopted Resolution No. 56-2021 declaring an emergency and authorizing the immediate expenditure of funds to repair the failed Water Main; and

**WHEREAS**, PCC Section 22050 requires that after proceeding with an emergency project, the Board of Directors shall review the emergency action at its next regularly scheduled meeting and at every regularly scheduled meeting thereafter until the emergency action is terminated; and

**WHEREAS**, if it is determined that there is a need to continue the action, PCC Section 22050 requires a four-fifths vote of the Board to authorize the continuation of the emergency action.

**NOW THEREFORE, BE IT RESOLVED** by the Board of the Cambria Community Services District that the emergency declared by the Board on December 28, 2021, shall be deemed to continue.

#### 17 RESOLUTION NO. 02-2022 PAGE 2

**BE IT FURTHER RESOLVED** that the Water Main failure emergency shall be deemed to continue to exist until its termination is proclaimed by the Board.

On motion by Directors \_\_\_\_\_\_, seconded by Director \_\_\_\_\_, and on the following roll call vote, to wit:

## AYES:

## NAYS:

## ABSENT:

The foregoing Resolution was passed and adopted this 13<sup>th</sup> day of January, 2022.

Donn Howell, President

ATTEST:

APPROVED AS TO FORM:

Ossana Terterian, Board Secretary

Timothy Carmel, District Counsel

## Finance Committee Report for CCSD Board Agenda, Jan. 13, 2022: - by Tom Gray

The Finance Committee of the CCSD Board of Directors held a special meeting on Tuesday, Dec. 14, via Zoom. All six members were present – Chairman Tom Gray, Vice Chair Ted Siegler, Cheryl McDowell, Marvin Corne, Mary Maher and Karen Chrisman -- along with Finance Manager Pam Duffield and CCSD Board Secretary Ossana Terterian.

The Committee's Regular Business included the following:

- Discussion and Consideration of Report on Strategic Planning Task to Identify Underfunded, Under-Resourced and Under-Staffed Services. The report is an edited version of an earlier report approved by the Committee at its Oct. 23 meeting. By unanimous vote, the Committee approved the edited report for referral to the CCSD Board of Directors.
- 2) Update from Ad Hoc Subcommittee on Structural Changes to Address Underfunded, Under-staffed and Under-Resourced Services, with Appointment of Third Subcommittee Member. Committee Vice Chair Ted Siegler gave a summary of the initial subcommittee meeting held in November with Chairman Gray and Finance Manager Duffield. Committee member Karen Chrisman volunteered to join Mr. Siegler and Chairman Gray on the subcommittee. The new composition of the committee was approved unanimously.
- 3) Discussion and Consideration of 2022 Finance Committee Meeting Dates Chairman Gray proposed 2022 meeting dates to accommodate known conflicts in January and year-end holiday schedules. The 2022 meetings are as follows. Thursday January 27<sup>th</sup>, the 4<sup>th</sup> Tuesday of the month February through October, and December 6<sup>th</sup>. All meetings are at 10:00am. The schedule was adopted on a unanimous vote.
- 4) Update on Tyler Incode.

Ms. Duffield reported that training continues as the staff works to learn how best to use the new system to its fullest capability. The staff is currently working on electronic work orders.

5) Update on FY 2020/21 Audit. Ms. Duffield reported that she met twice with the auditors and activity is proceeding on schedule.

Under Future Agenda Items, Committee members raised concerns about the Committee's role in relation to to CCSD financial transparency, strategic plan, subcommittee work and priorities, mission statement, bylaws and reserve usage. It was agreed that Chairman Gray, or whoever becomes chairman in his place, would discuss these matters with the President of the CCSD Board and report back to the Committee on the outcome of that discussion.

#### Summary of Cambria Forest Committee Meeting of Wednesday, December 8, 2021

The final Forest Committee meeting of 2021 featured various topics of importance.

An uplifting discussion took place regarding the Camp Ocean Pines Tree Planting Project that was initiated in late summer. Helping to move this project along has been a \$650 grant from the Cambria Community Council that will pay for 250 Monterey Pine seedlings, protective screening, growing cones and planting sticks. According to COP Executive Director Andrew Boyd-Goodrich, the intention is that staff training in the tree planting project will take place in January, and then planting roughly 15 trees a week for four months will begin in February. Young folks from various schools visiting the Camp will be involved in this process. The intention is to provide the youth with an educational, hands on experience with Mother Nature.

Also addressed was the CCSD Standing Finance Committee recommendation was the District divest itself of forest parcels and not accept any new ones under the Transfer of Development Credits program. The observation was made that perhaps the lots can go to the Buildout Reduction Program. The map of District owned lots would be helpful in this process, including having a Vacant Parcel Assessment Report.

The major topic of discussion was the Covell Ranch Fuel Reduction Project, an overall ten year plan that was recently initiated this past year. This included having two one acre test plots, one that allows for trees up 8 inches in diameter to be removed, the other removal of trees up to 4 inches in diameter. Neil Havlik from the local chapter of the California Native Plant Society gave a rather positive report as to how this project has proceeded, regarding both the health of the remaining trees, as well as the fact wildlife habitat was not compromised, including providing buffers around the nests of wood rats. How the vitality of trees and other vegetation, including the understory, progress will be closely observed in the coming months. Also, it appeared that concerns previously voiced by Greenspace the Cambria Land Trust, the Cambria Forest Committee, and the Native Plant Society regarding this project have been addressed.

Briefly discussed was the progress being made by the CCSD Ad Hoc Forest Management Committee. Devin Best, Executive Director of the Upper Salinas-Las Tablas Resource Conservation District, and other folks from US-LTRCD and other agencies, are helping our Committee in moving forward to determine the availability and obtain grant funding to further address the health and vitality of other local forested areas in Cambria.

As for future Cambria Forest Committee meetings. Bryant Baker, Conservation Director of Los Padres Forest Watch, will be our Zoom in person guest at the Wednesday, February 9th meeting. He will provide information as to how his agency addresses overseeing and protecting the well being of the National Forest, and using alternative approaches to forest health, conservation and well being.

The next Cambria Forest Committee meeting is on Wednesday, January 12th, at 5:30 PM.

This report written and provided by CCSD Director Harry Farmer

## Friends of the Fiscalini Ranch Preserve Report

There was no regular Board meeting of the Friends of the Fiscalini Ranch Preserve in December 2021.

As usual, the Annual FFRP Board meeting will take place the first month of the year, meaning Saturday, January 22nd, beginning at 9:00 AM. The election of officers, yearly goals and objectives, event planning, and other important issues, will be discussed at this time.

The regular monthly meeting will take place following the Annual meeting.

If the usual scheduled monthly meeting day and time continues, the February meeting will take place on Tuesday, February 8th, at 4:00 PM.

This report provided by CCSD Board Director Harry Farmer