



## CAMBRIA COMMUNITY SERVICES DISTRICT

### MINUTES OF SEPTEMBER 30, 2024, SPECIAL RESOURCES & INFRASTRUCTURE COMMITTEE MEETING OF THE CAMBRIA COMMUNITY SERVICES DISTRICT

A special meeting of the Resources & Infrastructure Committee of the Cambria Community Services District was held at the Cambria Veterans' Memorial Hall, located at 1000 Main Street, Cambria, CA 93428, on Monday, September 30, 2024, at 2:00 PM

#### **1. OPENING**

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

##### **1.A Establishment of Quorum**

A quorum was established.

Committee members present: Karen Dean, James Webb, Steve Siebuhr, Mark Meeks, Derrik Williams, and Dennis Dudzik.

Staff present: General Manager Matthew McElhenie, Confidential Administrative Assistant Haley Dodson, Utilities Department Manager Jim Green, Program Manager Tristan Reaper, Wastewater Superintendent Toni Artho, Water Systems Superintendent Cody Meeks, and Administrative Technician Eric Johnson (remote)

Others present: Board members Michael Thomas (remote) and Harry Farmer (remote). Public member Allan Dean.

##### **1.B Chair Report (Time: 2:01)**

Chair Dean reported the following:

- This late September meeting replaces the October meeting. The R&I Committee's next meeting will be November 4.

##### **1.C Ad Hoc Subcommittee Report(s) (Time: 2:01)**

None

##### **1.D Committee Member Communications (Time: 2:01)**

None

##### **1.E Utilities Department Manager Report (Time: 2:02)**

Utilities Department Manager Green reported the following:

- **San Simeon Transmission Lines (Time: 2:02)**

The District is obtaining a pilot encroachment permit for potholing along the transmission line to gather geotechnical data. The District's consultant is also working on an encroachment waiver for putting the pipes in an open trench.

- **Stuart Street Tank (Time: 2:03)**

The District has applied for a fee waiver from the County. The biological monitoring and reporting is complete, and EPA has responded with questions about vegetation removal. The District is still expecting the award of funds from EPA in 4<sup>th</sup> quarter of this year, or 1<sup>st</sup> quarter of next year.

- **ZLD (Time: 2:05)**

The trailer that holds the ZLD equipment will not be completed until late November. The District is hoping to conduct the tests before significant rains impact water quality. The most representative water for the ZLD tests would have the worst water quality. After significant rains, the source water may freshen and not be the worst quality.

James Bishop from the RWQCB expressed concern about the District's land discharge proposal. The District will provide RWQCB with a constituent analysis of the discharge. This analysis will come from Global Water solutions. The District will also be providing a site plan to County planning.

- **East Park Restroom. (Time: 2:08)**

Program Manager Reaper reported that the District held a recent site walk with potential bidders for site preparation and restroom installation. The bids close on Friday, October 1. The District had considered issuing separate RFPs for site preparation and restroom installation, but chose to issue only one RFP for both activities. A second RFP will be issued for environmental monitoring in the future.

2. **PUBLIC COMMENT ON AGENDA ITEMS (Time: 2:15)**

None

3. **CONSENT AGENDA (Time: 2:15)**

**3.A Consideration to Approve the September 9, 2024 Regular Meeting Minutes**

Committee Member Webb moved to approve the minutes

Committee Member Siebuhr seconded the motion.

The motion was approved: 5-Ayes; 0-Nays; 0-Abstain; 0-Absent

4. **REGULAR BUSINESS**

**4.A Discussion Regarding Rodeo Grounds Pump Station Backup Power System Replacement Project and Review Bids Received in Response to RFP and**

**Consider Forwarding a Recommendation to the CCSD Board of Directors (Time: 2:16)**

Utilities Department Manager Green summarized the history of why a new generator is needed, and the scope of the work in the Request for Bids. There is a change in the scope that will require a budget adjustment (the low bidder was approximately \$6,000 over the existing budget).

Utilities Department Manager Green summarized the two proposals received for replacing the generator.

Committee Member Dudzik moved to recommend staff forward the low bidder (Alpha Electrical) to the Board of Directors.

Committee Member Webb seconded the motion.

The motion was approved: 5-Ayes; 0-Nays; 0-Abstain; 0-Absent

**4.B Receive and Review the Completed Watershed Sanitary Survey Update and Consider Forwarding a Recommendation to the CCSD Board of Directors (Time: 2:27)**

Utilities Department Manager Green states that the 2024 Watershed Sanitary Survey report was originally planned for 2020. The document is directed towards regulatory agencies, and therefore uses regulatory language.

Chair Dean made the following comments about the document:

- It would be helpful to add Highway 46, Highway 1, and Santa Rosa Creek Road on Figure 1.
- There is a broken cross reference for Table 2 on page 83 of the PDF.
- On Page 90 of the agenda package, the water meter wait list number is inaccurate.
- The report does not mention Monterey Pines in the area's vegetation discussion.
- On page 118 of the packet, the word "pervious" should be "previous"

Committee Member Dudzik notes that in 2020, the District's building moratorium was forecast to end in 2025. Because this assumption is incorrect, the post-2025 population growth estimate is probably incorrect.

Committee Member Williams notes a few edits that should be incorporated.

Utilities Department Manager Green suggests that the District may want to perform an Instream Flow study of Santa Rosa Creek, the same way the District performed an Instream Flow study of San Simeon Creek.

Committee Member Williams moved to forward the report to the Board of Directors, with the identified edits addressed by District staff.

Committee Member Meeks seconded the motion.

The motion was approved: 5-Ayes; 0-Nays; 0-Abstain; 0-Absent

**4.C Review Revised Standing Committee Bylaws (Time: 2:47)**

Chair Dean highlights the following items in the Committee Bylaws

- Previously the committee chair counted towards a quorum on a committee. The chair is now a non-voting member and does not count towards a quorum. A quorum is three members of the committee's voting members. The committee chair cannot vote to break a tie.
- Standing committee members shall not interfere with staff duties unless approved by the general manager. Standing committee members should not request actions from staff – all requests should go through the general manager.
- The chairperson's duties are to oversee the committee meetings and act as a liaison between the committee and the Board. Anything the committee wants to take to the Board must go through the chairperson
- An ad hoc committee is two people (because a quorum is three)
- The committee chair can appoint any one committee member to a project.
- The chair cannot meet with an ad hoc committee or meet with two voting committee members outside the committee meetings
- Any action by the committee requires at least three votes. If only three are in attendance, a vote must be unanimous.

## 5. FUTURE AGENDA ITEM(S) (Time: 2:51)

Chairperson Dean asked for any future agenda items.

- Committee Member Dudzik recommends the committee consider a Santa Rosa Creek Comprehensive Streamflow Restoration, Flood Risk Reduction, and Fire Risk Reduction Plan. This may be an issue that could be addressed by PROS or R&I, and General Manager McElhenie believes it fits under R&I. Committee Member Dudzik will present his idea of what the project looks like at the November meeting.
- Water Systems Superintendent Meeks will give a presentation on satellite-based leak detection
- The committee will receive an SST program update in November from Wastewater Superintendent Artho.
- Water Systems Superintendent Meeks will bring a report in November about possible funding for an electric tractor.
- The SR4 tank repair costs and scope will need to come to the R&I committee soon
- Program Manager Reaper will bring the criteria for wells or any new water source infrastructure to the committee.
- The committee will receive information regarding the scope and cost for a Wastewater Department EV charging station
- Utilities Department Manager Green will bring a report about the potential biomass cogeneration project after he hears back from the vendor.

## 6. ADJOURN

Chairperson Dean adjourned the meeting at 3:05 p.m.