

Buildout Reduction Program Citizens' Committee

(BRPCC)

REGULAR MEETING
Tuesday, May 17, 2016 - 3:00 PM
2850 Burton Dr. Cambria CA 93428

AGENDA

1. OPENING

- A. CALL TO ORDER
- B. ESTABLISH QUORUM

2. PUBLIC COMMENT

Members of the public may now address the Board on any item of interest within the jurisdiction of the Committee but not on its agenda today. 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. Speaker slips (available at the entry) should be submitted to the District Clerk.

3. REGULAR BUSINESS

- A. Consideration to Approve the Minutes from Special Meeting held on April 18, 2016 and Regular Meeting held on May 3, 2016
- B. Discussion of Progress Regarding Historical Background of BRP
- C. Discussion of Progress Toward Identifying Undeveloped Lots
- D. Discussion on Progress of Identifying All Outstanding Active Service Commitments and Inactive Service Commitments

4. FUTURE AGENDA ITEMS

- A. Schedule Next Meeting

5. ADJOURN

**Buildout Reduction Program Citizens' Committee
(BRPCC)**

SPECIAL MEETING
Monday, April 18, 2016 - 10:00 AM

MINUTES

1. OPENING

A. CALL TO ORDER

President Robinette called the meeting to order at 10:03 a.m.

Chairman Ted Seigler later called the meeting to order at 10:21 a.m.

B. ESTABLISH QUORUM

Committee members present:

Mel McCulloch, Ted Seigler, Crosby Swartz, Allison Groves, Absent: Mark Rochefort (Greg Hunter sat in for Mark Rochefort)

Alternate Committee members present:

Laura Swartz, Greg Hunter, Sue Robinson, Cindy Steidel, Bob Sfarzo

Staff Present:

Jerry Gruber, General Manager, Monique Madrid, Administrative Services Officer/District Clerk

Ex-Officio members present: Glenn LaJoie (phone)

2. PUBLIC COMMENT

Public Comment: None

3. REGULAR BUSINESS

A. Appoint Chair and Secretary

President Robinette introduced the item. The need for a Secretary was discussed. The Committee did not want to appoint a Committee member or an Alternate Committee Member as Secretary.

Greg Hunter moved to nominate Ted Seigler as Chairman.
Allison Groves seconded the motion.

Mel McCulloch moved to close nominations.
Allison Groves seconded the motion.

Motions were approved: 5-Ayes, 0-Nos, 0-Absent

Chairman Seigler asked for comments on the Secretary role and explained he is hopeful that the District Clerk will remain in the role of Secretary for the Committee. He asked if an Alternate could serve in the role of Secretary. Appointment of a Secretary was deferred to the next meeting.

Chairman Seigler asked Glenn LaJoie to provide a brief introduction of himself. Mr. LaJoie gave some background information related to his work with the District dating back to 1990 and his involvement in the initial Buildout Reduction Program.

B. Appoint Alternate Nominees

Consensus was given for the appointment of the Alternates: Greg Hunter, Laura Swartz, Cindy Steidel, Bob Sfarzo, and Sue Robinson.

C. Goals and Objectives

Chairman Siegler introduced the item and provided a philosophical view of the Ad Hoc Committee and views it as a working group. He believes that work will be conducted individually with assignments given and asked all members to be courteous to each other and considerate. He also suggested keeping formalities to a minimum.

Chairman Siegler guided the Committee through some fundamental questions and concerns relating to the work of the Committee.

The Group will formulate their questions and provide them for review and response.

Commissioner Groves volunteered to take notes on the questions of the Committee to provide to the District General Manager.

Commissioner Swartz asked to identify what is needed from SLO County and the associated timeline.

Zoning code summary of important issues on what is buildable in Cambria.

Suggested future work from home: reading the report for the Buildout Reduction Program on the CCSD website under 'Projects.'

The Land Conservancy may be a source of identifying funding sources.

Commissioner Alternate Greg Hunter handed out a helpful information sheet (attached) prepared by Commissioner Mark Rochefort.

Director Sanders identified two main purposes the Board is looking to the Committee to address:

1. What is a buildable site?
2. How to finance the Buildout Reduction Program.

D. Schedule Future Meetings

Chairman Siegler introduced the item and stated the Committee will be receiving a good amount of material for review.

Commissioner Swartz suggested meeting every two weeks and possibly meeting in between by calling a special meeting.

Consensus was reached to hold meetings at 3:00 p.m. on the first and third weeks in May. First meeting will be Tuesday, May 3, 3:00 p.m. and the second on Tuesday, May 17, 3:00 p.m.

**4. FUTURE AGENDA ITEMS
NONE**

5. COMMENTS, CONCERNS, OTHER FUTURE DISCUSSION ITEMS
NONE

6. ADJOURN

Commissioner Groves moved to adjourn.
Commissioner Swartz seconded the motion.

Motion was approved unanimously: 5-Ayes, 0-Nos, 0-Absent

Mark Rochford
Submittal
1/18/2016

Necessary or Helpful Information for BRP Citizens Committee

FROM CCSD

Status of Buildout Reduction Plan

- How many lots have been purchased and retired under the BRP?
- How many lots have been retired under the BRP by donation?
- How many lots have been retired by voluntary merger under the BRP?
- How many lots have been retired under other plans since 2006?

Sustainable Water Project

- Verify that the Sustainable Water Project adds sufficient capacity to support developing the 4650 lots contemplated by the BRP.

Status of Wait Lists

- How many water meter wait lists are there and how many potential applicants appear on each list (single family, multi-family, commercial, low income, others)?

Water Meters and Current Rates

- Provide current numbers of active water meters for: (1) single family homes; (2) multi-family units; and, (3) commercial.
- Is the CCSD committed and/or obligated to provide any new water meter hookups and, if so, how many and to whom?
- Provide current rate structure for all residential and commercial customers in the District.

Special Areas 1 and 2 and Other Restrictions

- Confirm that the CCSD adopted a measure to limit transferability of water entitlements in Special Area 2, similar to Special Area 1 and that such restrictions in both areas remain in effect.
- Provide copies of written restrictions that apply to properties located in Special Areas 1 and 2.
- If possible, identify properties affected by restrictions in Special Areas 1 and 2.
- The Buildout Reduction Brochure states that Special Areas 1 and 2 are not within the BRP because, "other acquisition programs are already in place for them." What are these other acquisition programs that apply to Special Areas 1 and 2 and how successful have the programs been?
- Does the CCSD impose restrictions based on size or location of lot or other factors that may limit issuance of meters for water service?

Maintenance Costs

- What is the historic maintenance cost for retired properties?

FROM COUNTY PLANNING

- Provide copies of all ordinances and/or code regulations that limit development of vacant lots by square footage, frontage, slope, etc.
- Identify all vacant lots within CCSD's service area.
- If available, provide list of properties that may not be developed per the code restrictions within CCSD's service area.
- Describe the County's building permit wait list as it applies to properties within the CCSD service area and to the CCSD's water meter wait lists.

FROM DISTRICT'S ATTORNEY

- What is the maximum fee that may be charged for a new water meter hook up?

- Can the District issue additional water meters for sale on the open market under the BRP without incurring liability to individuals on the wait list?
- What legal restrictions apply to the CCSD with respect to the area it may legally serve and what is legally and politically required to enlarge that area?

FROM REAL ESTATE EXPERT/APPRAISER SOURCE

- Update the land acquisition cost assumptions on page 5 of the BRP Report and the related cost items in Chart A of Program Budget on page 8 of the BRP Report.
- What is the current value of a CCSD water meter on the open market and how might that value change in the event the BRP is implemented?

Buildout Reduction Program Citizens' Committee
(BRPCC)

REGULAR MEETING
Tuesday, May 3, 2016 - 3:00 PM

MINUTES

1. OPENING

A. CALL TO ORDER

Chairman Siegler called the meeting to order at 3:01 p.m.

B. ESTABLISH QUORUM

Committee members present:

Mel McCulloch, Ted Siegler, Crosby Swartz, Allison Groves; Greg Hunter for Mark Rochefort

Absent: Mark Rochefort

Alternate Committee members present:

Laura Swartz, Greg Hunter, Cindy Steidel, Bob Sfarzo

Absent: Sue Robinson

Staff Present:

Stephanie Salvi, Administrative Technician II

Absent: Monique Madrid, Administrative Services Officer/District Clerk, Jerry Gruber, General Manager

Ex-Officio members present:

Airlin Singewald, County of San Luis Obispo Department of Planning and Building

C. CHAIR REPORT

Chairman Siegler summarized information provided by Glenn LaJolie. The BRP is still dormant because environmental issues still persist. There is no operating permit for the water plant. People should read Section 5.13 of Water Master Plan. (Commissioner Siegler asked to turn off the conference call speaker at 3:05 pm)

He attended a meeting with Greg Sanders on April 25th.

A discussion of fund sourcing, defining retired lots and intent to serve notices was held.

Committee responsibility boils down to three parts:

- refresh the data underlying the BRP;
- including undeveloped lots and status of rights to water meters; and
- examine financing assumptions, determine where issues may exist and research/develop potential alternatives

Develop a framework for continued oversight of BRP implementation and pursuit of its goals. Oversight will include annual

reports and periodic updates to account for changes to underlying assumptions.

Public comment: Tina Dickason
Anonymous Speaker

2. EX - OFFICIO REPORTS

A. Receive EIR Ad Hoc Committee Member Reports
NONE

B. Receive Report from County Staff Member, Airlin Singewald

Mr. Singewald discussed the Transfer of Development Credit Program .

Public comment: Tina Dickason

A discussion followed about the Land Conservancy's bank of TDC credits. Chairman Siegler mentioned the need to work with the Land Conservancy to estimate the total lots.

C. Receive Report from CCSD Staff and Consultants
NONE

3. PUBLIC COMMENT

Public Comment: Mary
Public Comment: Connie
Public Comment: Tina Dickason

4. REGULAR BUSINESS

A. Review Agenda Items

Commissioner Swartz said that in order to review and approve the minutes of the previous meeting, the BRPCC would need the minutes.

Chairman Siegler agreed, and said he would talk to Monique Madrid, District Clerk.

B. Discussion of Buildout Reduction Program (BRP) and Mitigation Measures under CEQA Generally

Commissioner Groves discussed the EIR and that it is not actually tiered off the Water Master Plan. She has concerns about mitigation. A discussion followed on the need for help from District Counsel for clarification of the EIR and WMP. She suggested a separate subcommittee.

C. Discussion of BRP Materials Provided by CCSD

Chairman Siegler summarized the contents of the binder provided by CCSD.

Commissioner Swartz mentioned he would like to see the Administrative Draft of the BRP from District Clerk, Monique Madrid.

A discussion followed regarding the involvement of the community in the BRPCC.

Public Comment: Tina Dickason

D. Discussion Concerning Need to Update Existing BRP Report

Chairman Siegler discussed the expectation of the BRPCC trying to meet to review existing BRP which was part of certified EIR and bring it up to date. The purpose is to mitigate growth and impacts, cap growth, and reduce pressure coming from undeveloped lots not on the waitlist.

Basic data for subcommittees to gather listing of undeveloped lots with enough info about them to determine if lots are likely or unlikely to be developed, the location of the lots so that they can be valued, and a comprehensive list of water connections.

Chairman Siegler mentioned that Greg Sanders and Gail Robinette suggested that Glenn LaJoie might be the best resource since he has been working on it for 10+ years.

Chairman Siegler reiterated that this Committee was asked to provide updates to the existing BRP. The scope of the BRPCC is to update the existing BRP, not the Water Master Plan.

Public comment: Mary

Public comment: Tina Dickason

Mr. Singewald volunteered to get the data together, meet with the CCSD, discuss pipeline projects, focusing on the ability to build and lot consolidation.

Chairman Siegler said the BRPCC will need to think about the kinds of questions to ask and answer with the data before Mr. Singewald starts gathering data.

Public Comment:

Connie

Tina Dickason

Mary

Bunnie Hickler

E. Discussion of Structural Issue, Outline and BRPCC Action Timeline

Chairman Siegler expressed that the BRPCC is not ready to prepare a timeline.

Public Comment: Tina Dickason

A discussion followed regarding the need to define the scope of the BRPCC.

Chairman Siegler stated that the BRPCC needs consensus on questions before data collection and analysis occur.

Public Comment:
Kathe Tanner

Mr. Singewald discussed the voluntary lot merger program and the requirements for building.

Public comment:
Tina Dickason
Mary

A discussion followed regarding the movement of water meters out of Special Project Areas 1 and 2, but not into those areas.

Public comment:
Mary
Laurel
Kathe Tanner

A discussion followed about the lots that the CCSD owns, and the County surplus lots.

Chairman Siegler stated the need to assign work.

Public comment:
Anonymous Speaker

F. Discussion of Work to be Performed by Committee Members
Next Meeting on May 17, 2016 at 3:00 pm

Subcommittee #1 was formed for gathering and analyzing data and consists of Mel McColloch and Greg Hunter, sitting in for Mark Rochefort.

Public comment:
Tina Dickason

A discussion followed about the need for a map, and vacant lots as a starting point.

Public comment:
Mary

A discussion followed regarding the sources of the data to be gathered.

A discussion followed about the constraints of the County and CCSD.

Public comment:
Tina Dickason
Mary

Subcommittee #2 was formed for the list of rights to water meters and consists of: Ted Siegler and Crosby Swartz.

Public comment:
Mary

A discussion followed about the types of customers that may be on the waitlist, and the current number of active meters.

Public comment:
Kathe Tanner
Mary
Tina Dickason

Subcommittee #3 was formed for putting background into the report and consists of : Allison Groves and Cindy Steidel.

Chairman Siegler asked that another subcommittee for financing alternatives be decided at another time. Committee members reached a consensus on this matter.

5. FUTURE AGENDA ITEMS

A. Discussion of Preparation of Questions for Staff, Consultants and Experts

Chairman Siegler and Commissioner Swartz discussed the involvement of the Land Conservancy, what data they have available, and whether they could be a source of potential funding.

Public comment:
Tina Dickason

A discussion followed about the need for future discussions on what to do with the lots acquired.

Discussion followed about which staff members could be emailed and when, according to the Brown Act. It was determined that staff questions should be directed to District Clerk, Monique Madrid.

Public comment: Mary

A discussion followed about the Brown Act.

Commissioner Groves made a motion to adjourn.
Commissioner Swartz opposed the motion, stating the need to schedule the next meeting.

Chairman Siegler stated that the next meeting is May 17, 2016 at 3:00 pm, at 2850 Burton Drive, Cambria, CA.

6. ADJOURN

Commissioner Groves made a motion to adjourn 5:29pm
not seconded
unanimous