

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, March 10, 2022 - 1:00 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/83591894499?pwd=NE9Semg1eC84UCt2TSZGxzWEkzd09>

Passcode: 110757

Or One tap mobile:

US: +16699006833,,83591894499# or +13462487799,,83591894499#

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 +1 929 205 6099

Webinar ID: 835 9189 4499

International numbers available: <https://us06web.zoom.us/j/83591894499>

1. OPENING

- A. Call to Order
- B. Pledge of Allegiance
- C. Establishment of Quorum
- D. Report from Closed Session
- E. President's Report
- F. 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. REGULAR BUSINESS

- A. Discussion and Consideration of Request for Will Serve Letter for Tract 1804 Grandfathered Service
- B. Discussion and Consideration to Approve the Memorandum of Understanding (MOU) with Cambria Community Council, Direct Staff to Proceed with Design and Permitting Phases of the Skate Park Project, and Adopt Resolution 14-2022 Amending the Fiscal Year 2021/2022 Budget
- C. Discuss and Consider the Intent and Expectation for the Policy Committee and Its Purpose Relative to CCSD Board Needs
- D. Receive Board Ad Hoc Report and Discussion and Consideration of Changes to the Board and Standing Committee Bylaws **Changed**
- E. Discussion and Consideration of Resuming In Person or Hybrid Meetings **Added Late**

6. 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

7. 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

8. ADJOURN

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.A.**FROM: John F. Weigold IV, General Manager
Ray Dienzo, PE, Utilities Department Manager

Meeting Date: March 10, 2022

Subject: Discussion and Consideration of
Request for Will Serve for Tract
1804 Grandfathered Service

RECOMMENDATIONS: Staff recommends that the Board of Directors discuss and consider issuance of a Will Serve for a Tract 1804 grandfathered service.

FISCAL IMPACT:

No fiscal impact for this item.

DISCUSSION:

Staff recommends the Board of Directors direct staff to issue a Will Serve letter for construction of a two-story single-family residence with attached garage and detached guesthouse utilizing one of the eight remaining Tract 1804 (the Leimert Tract) grandfathered services. The project application and plans, draft Will Serve letter, and Fire Plan Review are included as Attachments A-C.

The project is located at 6795 Cambria Pines Road (APN 013-085-001) and has a grandfathered water meter installed at the property per the July 12, 1999 Settlement Agreement and Full Mutual Release between Cambria West and the CCSD (“Agreement”). As a result of the Agreement, in January 2001, 18 residential lots—including the lot under discussion today—had water meters installed for which minimum billing has been continuously paid for the past 21 years. Per the Agreement, “The obligations of the District under this Agreement are contractual in nature. The District may not restrict, modify or otherwise amend its contractual obligations to Cambria West, as provided in this Agreement ... by adopting, repealing or otherwise modifying its ordinances, resolutions or regulations. After connection, the 18 lots within Tract 1804 will be treated in the same manner as other existing residential customers of the District.” (Emphasis added)

Because this lot already has water service, no Intent to Serve letter or connection permit will be issued. Instead, CCSD protocol is to issue a Will Serve letter similar to those provided for remodels and additions.

Per CCSD Municipal Code Section 4.20.030(B), grandfathered services are subject to retrofit requirements and must offset demand per the CCSD point equivalency table. Based on the number of baths and parcel size, this project requires 230 points to achieve demand offset. Use of the points bank has been suspended while staff works to revise the 2013 Water Use Efficiency Plan to include an updated Water Conservation & Retrofit Program. As a result, physical retrofits will need to be performed by the applicant within the CCSD service area to fully offset the new demand generated by this project. The retrofit requirement becomes due upon issuance of a County-approved building permit. The draft Will Serve letter is conditioned upon the applicant submitting a retrofit program compliance plan. Staff will assist the applicant in determining the scope of this plan, which should include a monitoring and reporting component to assess the efficacy of the demand offset measures implemented.

Each retrofit point is equivalent to 0.0016 acre-feet per year (AFY); thus, 230 points equates to 0.37 AFY of water demand. The current average annual water demand at similar properties in Tract 1804 is 0.18 AFY. Thus, 230 retrofit points would offset the project demands at a 2:1 ratio.

Full compliance with the retrofit program will ensure that the project has a net-zero impact on creek withdrawals, the CCSD's source of potable water.

Staff recommends that the Board direct staff to issue the proposed Will Serve letter with conditions.

Attachments

A – Will Serve Application and Plans

B – Draft Will Serve Letter

C – Fire Plan Review

CAMBRIA COMMUNITY SERVICES DISTRICT

P.O. Box 65, Cambria, CA 93428 PHONE (805) 927-6223 or FAX (805) 927-5584

APPLICATION for SLO COUNTY WILL SERVE LETTERS FIRE and WATER/SEWER PLAN REVIEW

(Revised 01 13 2019)

NOTE: Applications will not be processed until all required deposits, forms and supporting documents are received. Please include as much information as possible. Incomplete or inaccurate applications may result in processing delays.

DATE: 11 / 19 / 21 APPLICANT SIGNATURE: Christine Lingenfelter

OWNER'S NAME: Assemi Group / Christine Lingenfelter AGENT'S NAME: David Brown Architect

OWNER'S PHONE: 559-440-8300 x3 AGENT'S PHONE: 805 927 3376

OWNER'S EMAIL: Clingenfelter.Cassonigroup.com AGENT'S EMAIL: davidbarchitect@gmail.com

MAILING ADDRESS: 1396 W. Herndon Ave, Ste 110
Fresno, CA 93711 SERVICE LOCATION: 6795 cambria pines rd.

ASSESSOR PARCEL # 013 - 085 - 001 SLO CO BLDG PERMIT # M.U.P. pending

PROJECT TYPE: NEW or RE-CONSTRUCTION REMODEL/ADDITION COMMERCIAL CHANGE-OF-USE

SERVICE TYPE: SINGLE FAMILY MULTI FAMILY / NO. OF UNITS COMMERCIAL / EDUS

PROJECT DESCRIPTION:
 Construct new 2 story SFR with attached garage. In addition, construct a guest house with bath barn/storage, new driveway from Cambria Pines Road, septic system, extend utilities, landscaping, patios and decks. Includes limited tree removal and grading, water storage tanks

YEAR CONSTRUCTED: proposed EXISTING SQ. FOOTAGE: na PROPOSED SQ. FOOTAGE: 4,000 + 1000gar.

SIDING: NON-COMBUSTIBLE COMBUSTIBLE + 600 SF GUEST HOUSE

ROOF COVERING MATERIAL: asphalt comp. shingles CLASS A CLASS B CLASS C

ARE YOU PLANNING TO INSTALL A FIRE/LIFE SAFETY SPRINKLER SYSTEM AT YOUR PROJECT? YES NO

WILL ANY PORTION OF ACCESS ROAD/DRIVEWAY EQUAL OR EXCEED A 12% GRADE? YES NO

WILL ANY PORTION OF ACCESS ROAD/DRIVEWAY EQUAL OR EXCEED A 16% GRADE? YES NO

FIRE DEPARTMENT ACCESS

ACCESS ROAD OR DRIVEWAY LENGTH: 250 ft WIDTH: 16 ft

DISTANCE FROM STRUCTURE TO HYDRANT BY VEHICULAR TRAVEL: 350 f.ft

COMMENTS - PLEASE PROVIDE ANY INFORMATION YOU FEEL WILL BE HELPFUL FOR OUR FIRE SAFETY EVALUATION:
New 4,000 sf residence plus 1000 sf garage, plus 600 sf guest house, built per WUI guidelines, some tree removal, vegetation fire clearances, fire sprinklers

CAMBRIA COMMUNITY SERVICES DISTRICT
 P.O. Box 65, Cambria, CA 93428 PHONE (805) 927-6223 or FAX (805) 927-5584

FIXTURE DETAILS: *S.F.R. AND GUEST HOUSE*
 (for entire property, not just remodeled portion.)

NEW CONSTRUCTION: Complete AFTER only unless construction resulted from Active Service Transfer.

*Compliance with CCSD Code criteria on all fixtures associated with the parcel will be required during post-construction inspection.

BEFORE beginning work				
Item	Total	Capacity at Each Location		
Toilets (gpf)				
Urinals (gpf)				
Kitchen sinks		gpm	gpm	gpm
Lavatory sinks		gpm	gpm	gpm
Aerator @ each sink? (Y/N)				
Showerheads		gpm	gpm	gpm
Shutoff near head? (Y/N)				
Tubs (gallons)				
Clothes Washer		Energy Star Compliant?		
		YES <input checked="" type="radio"/>	NO <input type="radio"/>	
Dishwasher		Energy Star Compliant?		
		YES <input type="radio"/>	NO <input checked="" type="radio"/>	
Bar /Utility Sink		gpm	gpm	gpm
HOT WATER RECIRCULATING LOOP?		YES <input checked="" type="radio"/>	NO <input type="radio"/>	

AFTER work completed				
Item	Total	Capacity at Each Location		
Toilets (gpf)	5	per codes		
Urinals (gpf)	0	v		
Kitchen sinks	2	" gpm	gpm	gpm
Lavatory sinks	6	" gpm	gpm	gpm
Aerator @ each sink? (Y/N)	Y			
Showerheads	4	" gpm	gpm	gpm
Shutoff near head? (Y/N)	Y			
Tubs (gallons)	1			
Clothes Washer	1	Energy Star Compliant?		
		YES <input checked="" type="radio"/>	NO <input type="radio"/>	
Dishwasher	2	Energy Star Compliant?		
		YES <input checked="" type="radio"/>	NO <input type="radio"/>	
Bar /Utility Sink	2	gpm	gpm	gpm
HOT WATER RECIRCULATING LOOP?		YES <input checked="" type="radio"/>	NO <input type="radio"/>	

FOR DISTRICT USE ONLY

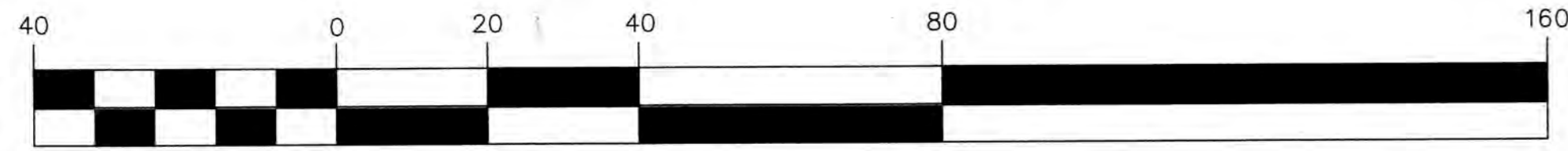
FEE SCHEDULE

- EACH ADDITIONAL TOILET or URINAL:
- EACH ADDITIONAL KITCHEN or LAVATORY SINK:
- EACH ADDITIONAL TUB, SHOWER:
- EACH ADDITIONAL CLOTHES WASHER:
- EACH ADDITIONAL BAR or LAUNDRY SINK:
- APPLICATION FEE
- WATER PLAN REVIEW
- Simple FIRE PLAN REVIEW
- Full FIRE PLAN REVIEW
- SPRINKLER SYSTEM PLAN REVIEW
- INSPECTION OF PLUMBING FIXTURES NEEDED:

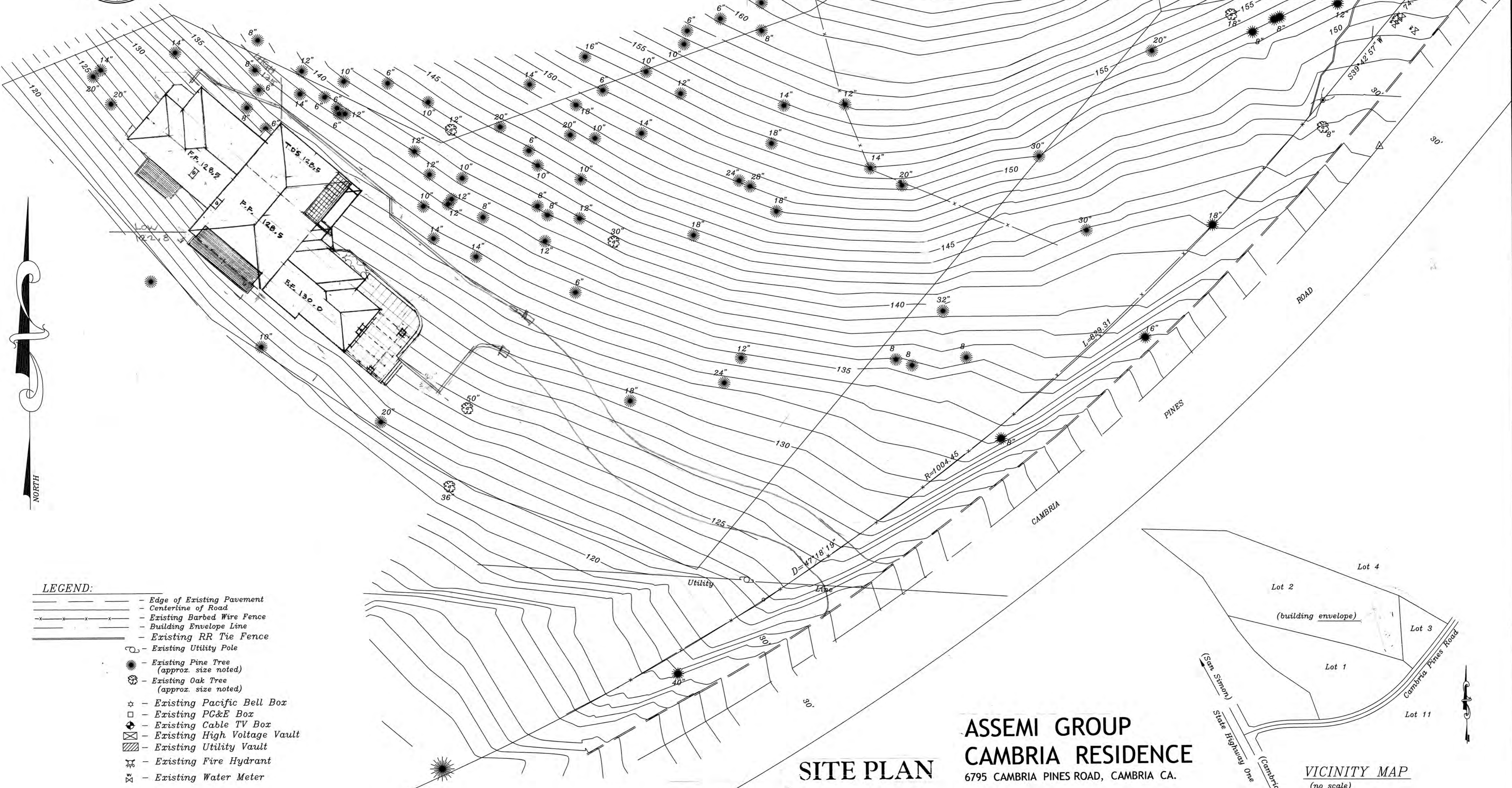
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x \$55.00	= \$
x \$110.00	= \$
x \$28.00	= \$
x \$350.00	= \$
x \$250.00	= \$
x \$149.25	= \$

STAFF NOTES

GRAPHIC SCALE



(IN FEET)
1 inch = 20 ft.



LEGEND:

- Edge of Existing Pavement
- Centerline of Road
- Existing Barbed Wire Fence
- Building Envelope Line
- Existing RR Tie Fence
- Existing Utility Pole
- ☀ - Existing Pine Tree (approx. size noted)
- 🌳 - Existing Oak Tree (approx. size noted)
- ☆ - Existing Pacific Bell Box
- - Existing PC&E Box
- ⬢ - Existing Cable TV Box
- ⊠ - Existing High Voltage Vault
- ▨ - Existing Utility Vault
- ⊕ - Existing Fire Hydrant
- ⊙ - Existing Water Meter

REVISIONS	BY

DANNY F. HORN - Land Surveyor
566 Spring Street
Paso Robles, CA. 93446
Office: (805) 239-0355 Fax: (805) 239-1349

REQUESTED BY:
Dave Brown
P.O. Box 123
Cambria, CA. 93447

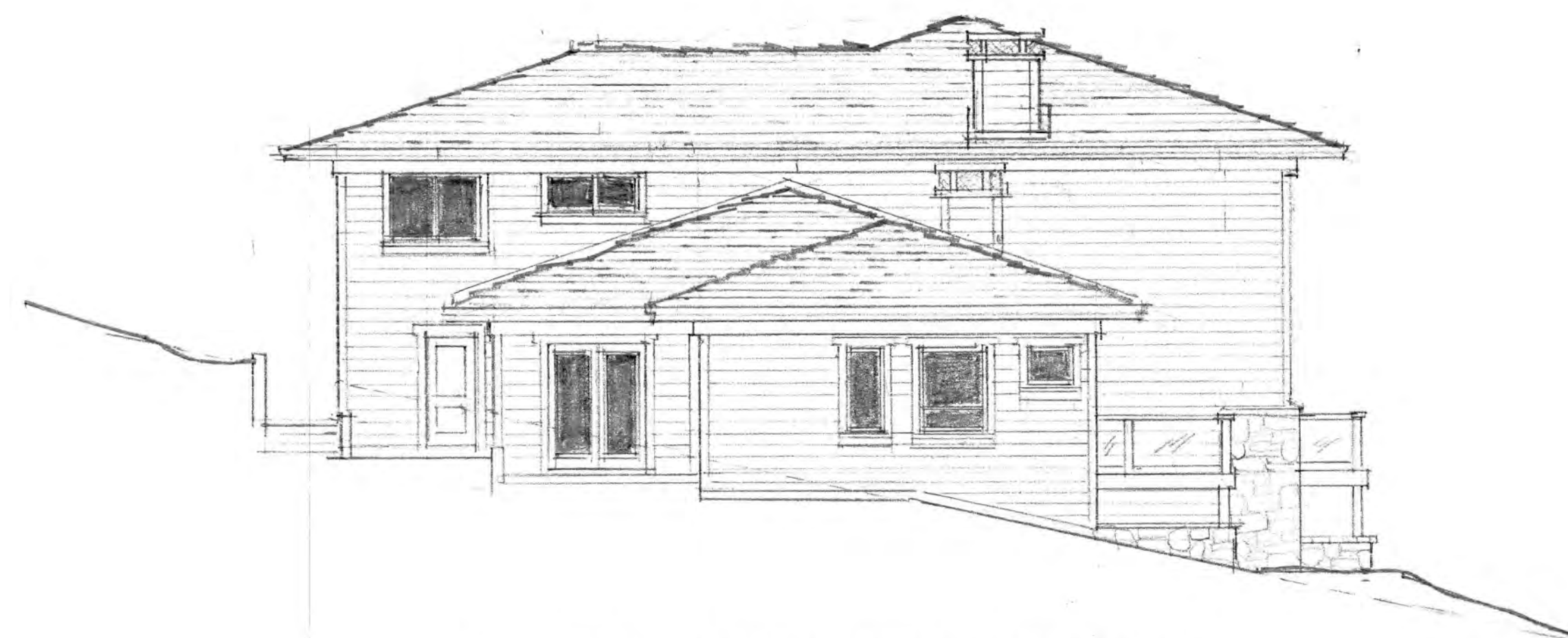
NOTE:
No Trees under 6' shown.

TOPOGRAPHICAL SURVEY
A PORTION OF LOT 1
TRACT 1804
per 19 MB 22, Sheets 3 & 6
A.P.N. 013-085-001
SAN LUIS OBISPO COUNTY, STATE OF CALIFORNIA

DRAWN:	CHECKED:
J.A.H.	D.F.H.
DATE: April, 2020	
SCALE: 1" = 20'	
JOB No: 946rev	
SHEET	
	1
OF 1 SHEETS	



EAST ELEVATION



NORTH ELEVATION



SOUTH ELEVATION



WEST ELEVATION

REVISIONS:	BY:

DAVID M. BROWN
ARCHITECT
(805) 927-3376 FAX: 927-4751
P.O. BOX 125 - CAMBRIA, CA. 93428

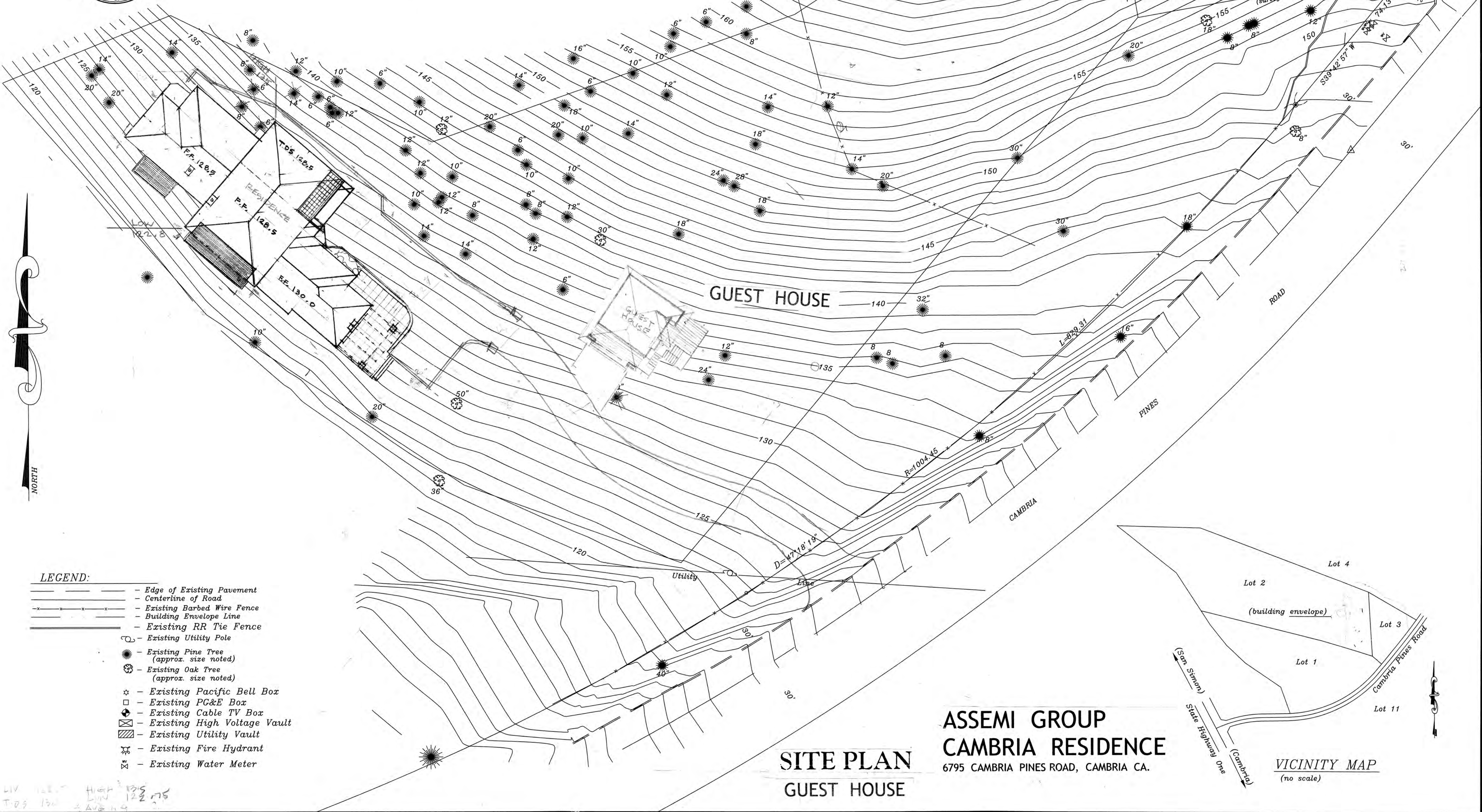
ASSEMI GROUP
CAMBRIA RESIDENCE
6795 CAMBRIA PINES ROAD, CAMBRIA CA.

DRAWN BY: DAVID BROWN
CHECKED BY:
DATE:
SCALE:
JOB NUMBER: PL6KAUSEN
SHEET
3
OF SHEETS

GRAPHIC SCALE



(IN FEET)
1 inch = 20 ft.



LEGEND:

- Edge of Existing Pavement
- Centerline of Road
- x-x-x-x- Existing Barbed Wire Fence
- Building Envelope Line
- Existing RR Tie Fence
- o Existing Utility Pole
- ⊙ Existing Pine Tree (approx. size noted)
- ⊙ Existing Oak Tree (approx. size noted)
- ⊙ Existing Pacific Bell Box
- ⊙ Existing PG&E Box
- ⊙ Existing Cable TV Box
- ⊙ Existing High Voltage Vault
- ⊙ Existing Utility Vault
- ⊙ Existing Fire Hydrant
- ⊙ Existing Water Meter

LOT 1

GUEST HOUSE

ASSEMI GROUP
CAMBRIA RESIDENCE
6795 CAMBRIA PINES ROAD, CAMBRIA CA.

SITE PLAN
GUEST HOUSE

VICINITY MAP
(no scale)

REVISIONS	BY

DANNY F. HORN - Land Surveyor
566 Spring Street
Paso Robles, CA. 93446
Office: (805) 239-0355 Fax: (805) 239-7349

REQUESTED BY:
Dave Brown
P.O. Box 123
Cambria, CA. 93447

NOTE:
No Trees under 6" shown

TOPOGRAPHICAL SURVEY
A PORTION OF LOT 1
TRACT 1804
per 19 MB 22, Sheets 3 & 6
A.P.N. - 013-085-001
SAN LUIS OBISPO COUNTY, STATE OF CALIFORNIA

DRAWN: J.A.H. **CHECKED:** D.F.H.

DATE: April, 2020

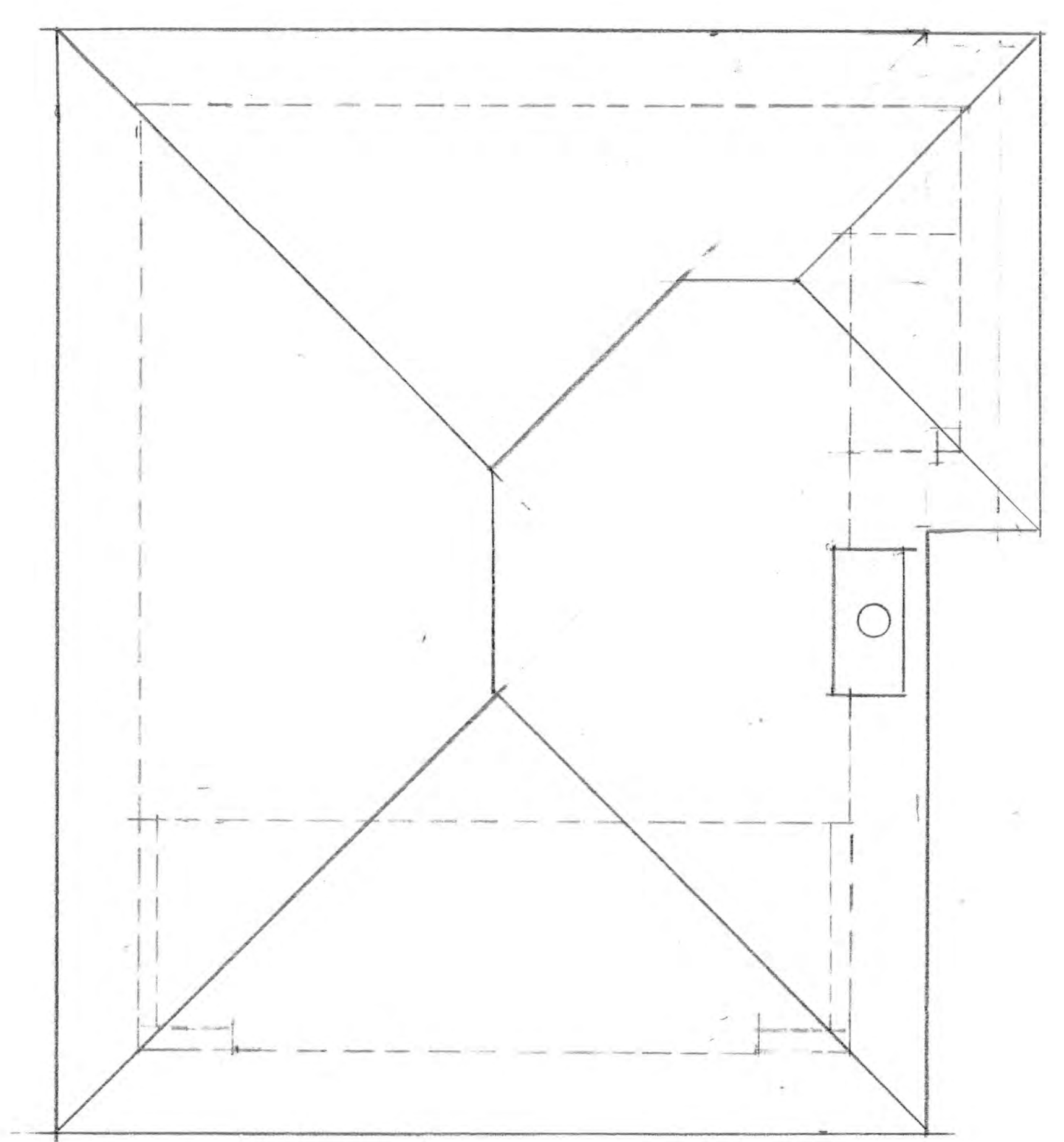
SCALE: 1" = 20'

JOB No: 946rev

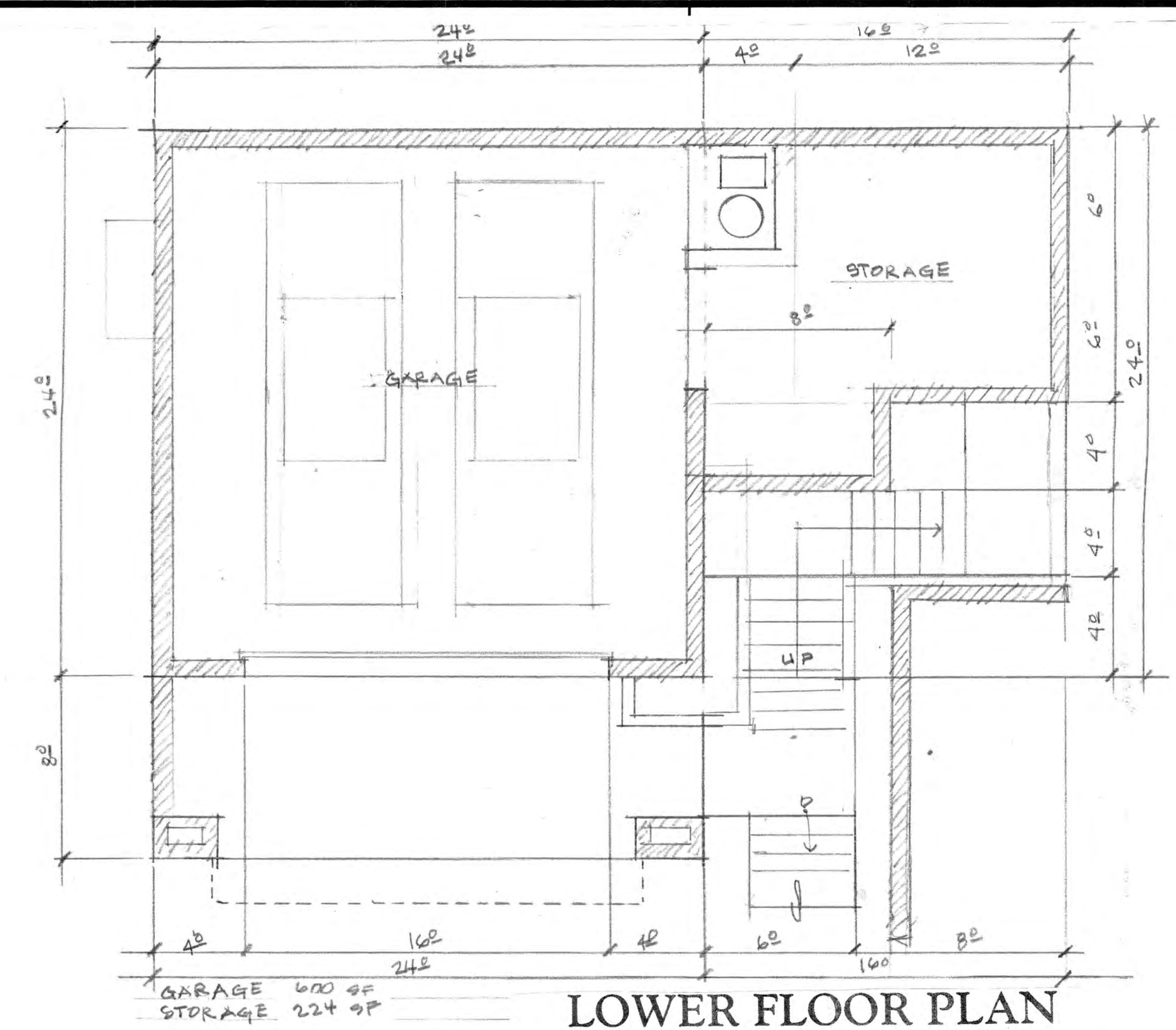
SHEET

1

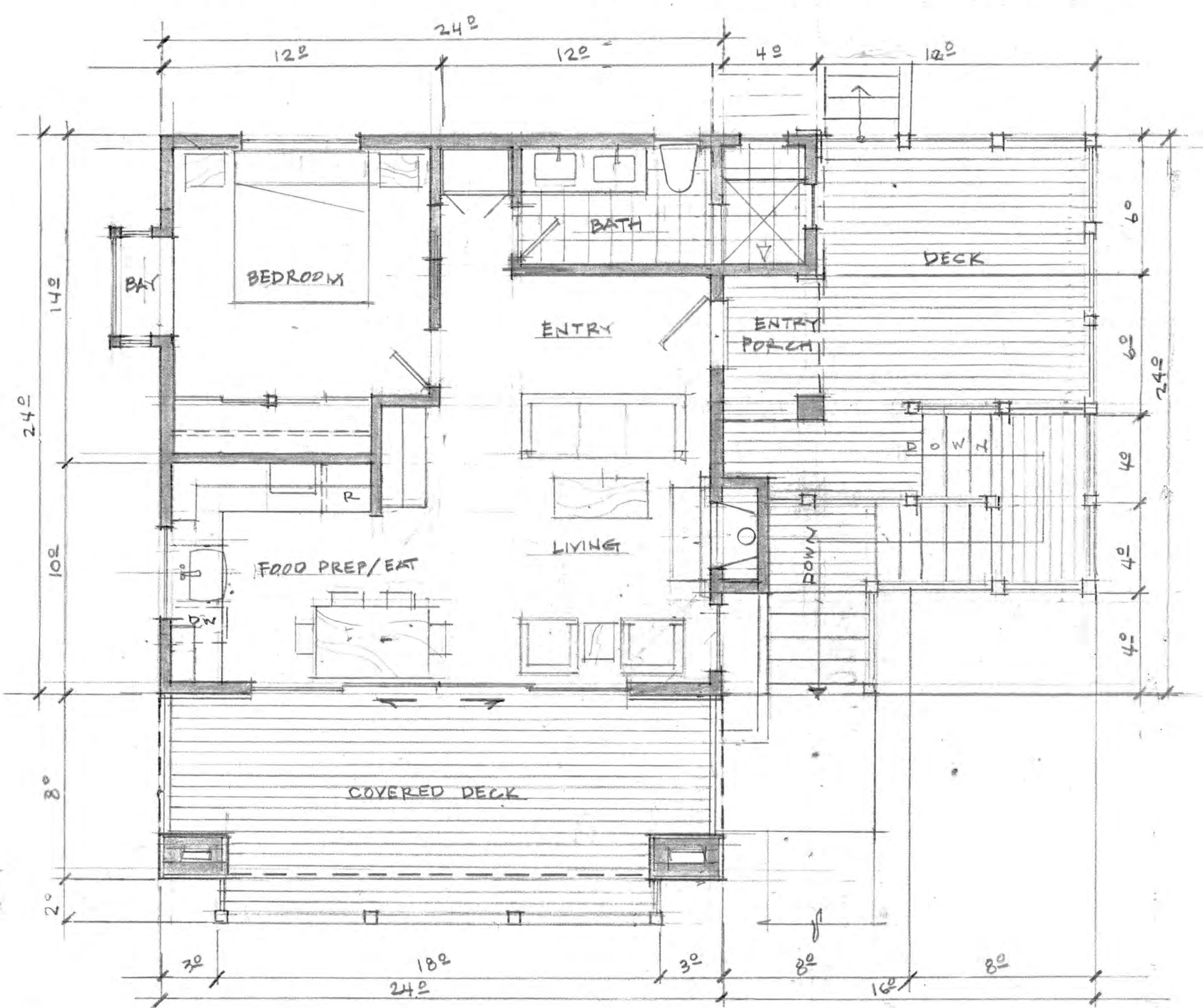
OF 1 SHEETS



ROOF PLAN



LOWER FLOOR PLAN



UPPER FLOOR PLAN

16' x 12' 1/2"
3' x 2' 1/2"
19' 1/2"
2' 1/2"
2' 1/2"

REVISIONS:	BY:

DAVID M. BROWN
ARCHITECT
(805) 927-3376 FAX: 927-4751
P.O. BOX 125 - CAMBRIA, CA 93428

GUEST HOUSE

ASSEMI GROUP
CAMBRIA RESIDENCE
6795 CAMBRIA PINES ROAD, CAMBRIA CA.

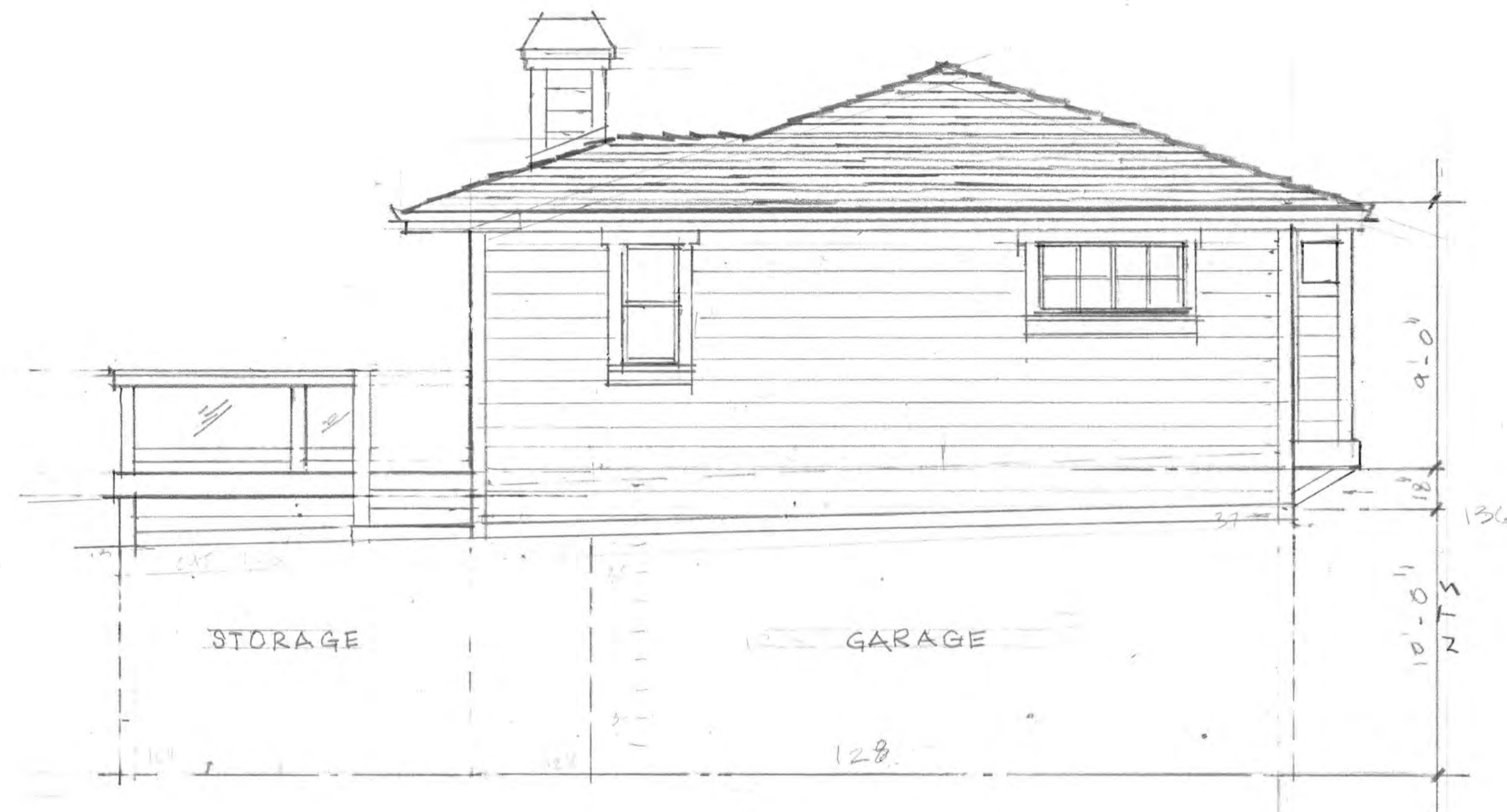
DRAWN BY:
DAVID BROWN
CHECKED BY:

DATE:
1-29-2022

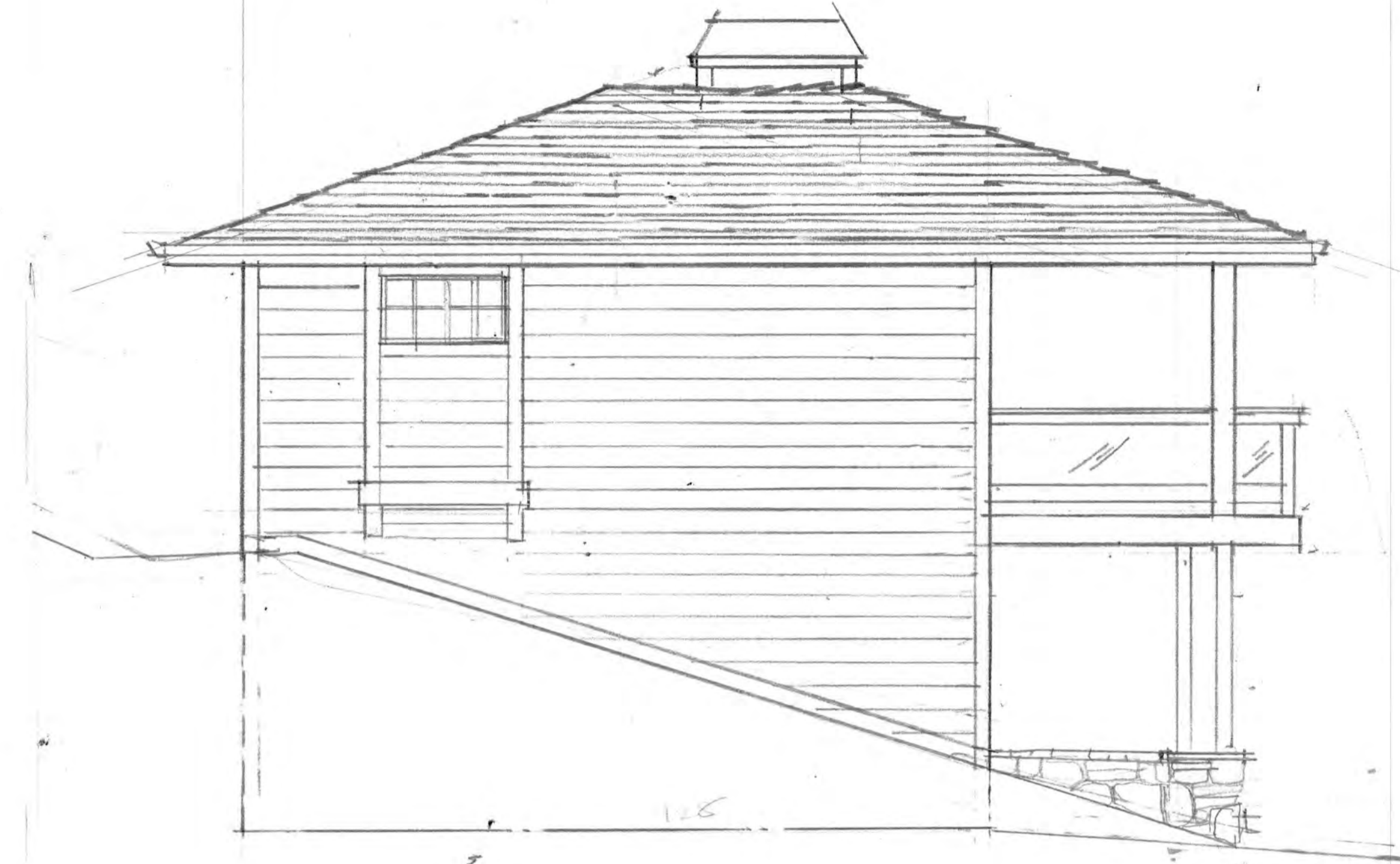
SCALE:
1/4" = 1'-0"

JOB NUMBER:

SHEET
2
OF 3 SHEETS



EAST ELEVATION



NORTH ELEVATION



SOUTH ELEVATION



WEST ELEVATION

- ALL MATERIALS TO MATCH MAIN RES.
- CLASS A COMPOSITION SHINGLES
- HARDI - CONCRETE SIDING / TRIM
- MATERIALS TO CONFORM TO W.U.I STANDARDS

REVISIONS:	BY:

DAVID M. BROWN
ARCHITECT
(805) 927-3376 FAX: 927-4751
P.O. BOX 123 - CAMBRIA, CA. 95425

GUEST HOUSE

GUEST HOUSE

ASSEMI GROUP
CAMBRIA RESIDENCE
6795 CAMBRIA PINES ROAD, CAMBRIA CA.

DRAWN BY:
DAVID BROWN
CHECKED BY:

DATE:
1-29-22

SCALE:
1/4" = 1'-0"

JOB NUMBER:
PL6XKAUSEN

SHEET
3
OF 3 SHEETS

CAMBRIA COMMUNITY SERVICES DISTRICT

DIRECTORS:

DONN HOWELL, President
 KAREN DEAN, Vice President
 HARRY FARMER, Director
 CINDY STEIDEL, Director
 TOM GRAY, Director

**OFFICERS:**

JOHN F. WEIGOLD IV, General Manager
 TIMOTHY J. CARMEL, District Counsel

1316 Tamsen Street, Suite 201 • P.O. Box 65 • Cambria CA 93428
 Telephone (805) 927-6223 • Facsimile (805) 927-5584

<<Approval Date>>

County of San Luis Obispo
 Department of Planning & Building
 976 Osos St Room 200
 San Luis Obispo, CA 93408

CONDITIONAL CONFIRMATION OF WATER & SEWER AVAILABILITY

Service Address	6795 Cambria Pines Road		
Project Summary	New SFR using Tract 1804 Grandfather Meter		
Project Type	Grandfathered Meter	Owner Name	Assemi Group/ Lingenfelter

Cambria Community Services District (CCSD) has reviewed the plans, dated <<plan date>>, provided by the applicant for a Will Serve to remodel/improve the above property. **Said project is authorized with conditions as indicated below:**

Standard Conditions

1. **If the project adds or changes water fixtures, all existing and new** water fixtures must meet current standard under Title 4 of District Code. CCSD plumbing code is more stringent than the Cal Green Plumbing Code. Visit <https://www.cambriacsd.org/retrofit-program> for more information.
2. **If the project adds or changes water fixtures,** applicant must go online to **submit a retrofit verification** form prior to permit finalization. Visit <https://www.cambriacsd.org/retrofit-program> to submit.
3. **Please note if fire sprinklers are required for the above project** and as a result the existing water meter and/or water service line need to be increased, a separate agreement between the Applicant and CCSD will be required. All costs associated with increasing water meters and water service lines, including roadway repair, are the responsibility of the Applicant. Applicants, or their fire protection engineer, must work with Cambria CSD Fire Department and Water Department staff to determine water meter size requirements.

Projects Using Grandfathered or Active Service Meters:

Grandfathered meters are non-active service commitments which predate the Water Code Section 350 emergency declaration, and which are connected to the CCSD's water system. Grandfathers pay minimum bi-monthly billing to maintain their status. A listing of grandfathered meters, as well as other non-active and active service commitments is available on the CCSD's website at

www.cambriacsd.org/water-permits-and-wait-lists.

Grandfather allocation 1 out of 8 for 2022.

Conservation & Retrofit Program Compliance Requirements

Per CCSD Municipal Code Section 4.20.030(B), projects using grandfathered services are subject to retrofit program requirements and must offset demand at a 2:1 ratio per the CCSD point equivalency table. This project requires **230 points** to achieve demand offset. No later than 30 days after issuance of a County building permit, Applicant must submit a Retrofit Program Compliance Plan detailing how demand offset will be achieved, monitored, and validated.

Approval of the subject project is valid for **3 years from the date of issuance** of this Will Serve. After this date, **or if the project plans are subsequently revised**, Applicant must re-apply for approval of the project, subject to the standards of CCSD's Municipal Code at the time of re-submission.

If you have any questions concerning this matter, please call this office for assistance.

CCSD Staff Approvals

Reviewed By:	<<Staff Review>>	Approved By:	<<Approval Signature>>
Review Date:	<<Staff Review Date>>	Approved Date:	<<Approval Date>>



CAMBRIA CSD FIRE DEPARTMENT

William S. Hollingsworth, Fire Chief
 2850 Burton Drive • Cambria, CA 93428
 P: 805-927-6240 • C: 805-538-4546 • Email: whollingsworth@cambriacsd.org



FIRE PLAN REVIEW

Department of Planning & Building
 County Government Center
 San Luis Obispo, CA 93408

Date: **December 16, 2021** *Note: see below*

Building owners Name: **Assemi Group / Christine Lingenfelter**

Project Address: **6795 Cambria Pines Road**

Project type: **Single Family Residential (SFR) – new construction**

Building Permit Number: **pending**

APN# **013.085.001**

Occupancy Type: **R3**

Square Footage of Existing Structure: **None**

Square Foot of Proposed Addition/Remodel: **4,000 ft² SFR, 1,000 ft² garage, 600 ft² guest house**

Sprinkler System required: **Yes, all structures**

Hydrant(s) required: **Yes, location TBD**

Nearest Fire Hydrants: **>600' on Cambria Pines Road 1,000 GPM+**

Driveway Access: **Yes**

Turnarounds required: **No**

Road width: **Existing**

Comments: This structure is located in a High Cal-Fire and a High CCSD FD Wildland Fire Risk Zone.

Conditions of approval: See attached

William S. Hollingsworth
 Fire Chief

Note Fire Plan Review valid one (1) year from review date listed above. All construction initiated after the review date will require a new application to and review by the CCSD and CSD Fire Department at the sole expense of the applicant.

Sprinkler system Required 2019 CA Building Code Section 705.3 & 705.5 address when new construction is located within 10' of existing structures. Applicant must either install fire sprinklers in all buildings or meet construction requirements. The Authority Having Jurisdiction (AHJ) will have the final determination.

CAMBRIA CSD FIRE DEPARTMENT LOCAL FIRE AMMENDMENTS
EFFECTIVE FEBRUARY 25, 2020

Applicant will comply with all requirements as set forth in the adopted 2019 California Fire Code, 2019 California Building Code, 2018 International Wildland-Urban Interface Code, Local Amendments, and N.F.P.A. standards throughout the planning, design, and construction process.

More restrictive local amendments apply.

2018 INTERNATIONAL WILDLAND-URBAN INTERFACE CODE (WUI) – LOCAL AMMENDMENTS

Table 502.1 Fire Hazard Severity. Table is eliminated.

504.1 General. Class 1 ignition-resistant construction shall be required for all new construction and shall be in accordance with Sections 504.2 through 504.11.

Section 505 Class 2 Ignition-Resistant Construction. This section is deleted in its entirety.

Section 506 Class 3 Ignition-Resistant Construction. This section is deleted in its entirety.

Appendix C Fire Hazard Severity Form. This form is eliminated and replaced with the following: In order to determine the applicable Fire Hazard Severity Class rating for construction within the CCSD the current Cambria CSD Fire Wildland Fire Risk map will be utilized to determine the requirements for the ignition resistant class rating. When there is a conflict between California State severity zones and CCSD severity zone maps the more stringent requirement shall be applied.

2019 CALIFORNIA FIRE CODE (CFC) REQUIREMENTS – LOCAL AMMENDMENTS

503.2.3 Fire Apparatus Access Roads – Surface. All fire apparatus access roads must be able to support a minimum of 40,000 pounds as certified by a licensed civil engineer.

503.2.4 Fire Apparatus Access Roads – Turning Radius. The turning radius of a fire apparatus access road or driveway shall be at least 28 feet inside radius and 48 feet outside radius.

503.2.7 Grade. The grade for all roads, streets, private lands and driveways shall not exceed 16 percent. Design criteria shall be in accordance with San Luis Obispo County Public Works public improvement standards. Roads 12%-16% shall be a nonskid asphalt or concrete surface as specified in San Luis Obispo County public improvement standards, specifications, and drawings.

503.2.9 Driveway. Driveway specifications shall be provided for the fire plan review process.

503.2.9.1 Driveway Width For High and Very High Fire Severity Zones.

Length	Required Width
0-199'	12'
Greater than 200'	14'

503.2.9.2 Turnarounds. Turnarounds must be provided if driveway exceeds 300 feet and shall be within 50 of the building. For driveways exceeding 300 feet, a turnaround shall be at the building site and must be within 50 of the dwelling. For driveways exceeding 800 feet, turnouts shall be provided no more than 400 feet apart. Driveways exceeding 150 feet in length, but less than 800 feet in length, shall provide a turnout near the midpoint of the driveway.

CAMBRIA CSD FIRE DEPARTMENT LOCAL FIRE AMMENDMENTS
EFFECTIVE FEBRUARY 25, 2020

503.2.9.3 Turnouts. A turnout shall be provided near the midpoint and shall be a minimum of 10 feet wide and 30 feet long with a minimum 25 foot taper on each end.

503.4 Obstruction of Fire Apparatus Access Roads. Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The Fire Chief and/or their authorized representatives, shall have the power and authority to remove or cause to remove, without notice, any vehicle or object parked or placed in violation of the California Fire Code. The owner of the vehicle or other object removed is responsible for all towing, storage and other charges incurred.

503.5 Required Gates or Barricades. All motorized gates or barricades must have a system disconnect and a clearly understandable manual method of opening. All locks or other security devices must be either a Knox Company product or another similar system as approved by the Cambria CSD Fire Department.

505.1 Addressing. New and existing buildings shall have approved address Identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their back grounds and be reflective material. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be a minimum height of: 6" inches for residential, 8" inches for commercial, and 10" for industrial, with a minimum stroke width on ½ inch. Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response. Where access is by means of a private road and the building address cannot be viewed from the public way, a monument, pole, or other approved sign or means shall be used to identify the structure. When required by the fire code official, complexes with multiple buildings may be required to provide directories, premises maps and directional signs. The scale, design and location of directory signs shall be approved by the fire code official and be required to be illuminated.

903.2 Automatic Sprinkler System Where Required (see attached Table 903.1 – Automatic Fire Sprinkler System Requirements for NEW CONSTRUCTION, and Table 903.2 – Automatic Fire Sprinkler System Requirements for EXISTING CONSTRUCTION)

CAMBRIA CSD FIRE DEPARTMENT LOCAL FIRE AMMENDMENTS
EFFECTIVE FEBRUARY 25, 2020

Table 903.1 – Automatic Fire Sprinkler System Requirements for NEW CONSTRUCTION

STRUCTURE TYPE	SPRINKLERS REQUIRED ²	DESCRIPTION	SQUARE FOOTAGE ¹		MIN. DISTANCES BETWEEN STRUCTURES AND PROPERTY LINES (PL)	REQUIREMENTS	USE EXAMPLES	EXCEPTIONS
			MIN	MAX				
New Construction	Yes	New buildings including mobile homes and commercial coaches ¹	0		Per CBC, CRC	Throughout new buildings	All new construction and dwellings	Exceptions 2, 3, 4
Residential Accessory Structure	Yes	Accessory structures as defined in CRC	1,000	3,000	50 feet from PL 30' between any structures on site	No heating, cooling, living or sleeping spaces	One story garage, workshop, studio, residential storage bldg	Exception 1
Agricultural Structure	Yes	Accessory to agricultural operation, livestock, crops. Agricultural operations in accordance with AG LUO & CBC definition	3,000	5,000	100 feet from PL, 50 feet from other structures	Primary usage must be 75% livestock or crops	One story barn or stables	Exception 1
Pole barn, Covered arena, Greenhouse	No	One story hay storage, covered riding arena, greenhouses	Unlimited if 60 feet on all sides per CBC		100 feet from PL, 50 feet from other structures	No public use or access	See description	None
Agricultural Exempt (no permit required)	No	LUO Ag Exempt & signed affidavit	0	3,000	100 feet from PL, 50 feet from other structures	Per Ag Exempt agreement	Ag-Barn on Ag zoned land over 20 acres	See Title 19

References:

CRC: California Residential Code | **CFC:** California Fire Code | **CBC:** California Building Code | **LUO:** Land Use Ordinance (San Luis Obispo County)

Footnotes:

¹ For the purpose of calculating square footage for the application of fire sprinkler requirements and fire flow requirements, the floor area shall include all combustible areas attached to the structure, including garages, patio covers, overhangs over 2 feet, covered walkways and decks.

² Automatic Fire Sprinklers installed at exterior locations shall be approved corrosion resistant devices when environmental or operational conditions warrant.

Exceptions:

1. Structures between the minimum and the maximum square footage must meet all the above table criteria and all the following are required in lieu of fire sprinklers:
 • no conditioned or habitable space, • no second stories (lofts 1/3 the floor area and open to below are allowed), • minimum two exits including one pedestrian door (side hinge swinging door), • workshops or offices limited to 10% of floor area, • dedicated fire water storage minimum of 5,000 gallons steel tank in full compliance with NFPA 1142 (see fire safety plan) if there is no community provided fire hydrant within 500 ft., • structure complies with the California Wildland Urban-Interface Ignition Resistant Construction Requirements, • heat detectors installed in accordance with CBC linked to an audible bell mounted in the exterior of the structure. • Cannot be used as a place of employment or for public assemblage/events. • Cannot be used as a commercial building.

2. A single-story building or commercial coach where floor area does not exceed 1000 square feet and the occupancy is not a Group A, E Daycare, F1 Woodworking, group R, Group H, Group I occupancy or any occupancy where cellulose nitrate film, pyroxylin plastics or any hazardous materials manufactured, stored or handled in quantities in excess of Tables in CBC, CFC or within Los Osos CSD and the fire flow from a hydrant is less than 750gpm at 20psi.

3. Mobile/manufactured or factory-built homes or commercial coaches constructed or altered on or before March 12, 2011 which were not manufactured with automatic fire sprinklers.

4. Accessory dwelling units shall not be required to provide fire sprinklers if they are not required for the primary residence.

CAMBRIA CSD FIRE DEPARTMENT LOCAL FIRE AMMENDMENTS
EFFECTIVE FEBRUARY 25, 2020

Table 903.2 – Automatic Fire Sprinkler System Requirements for EXISTING CONSTRUCTION ⁴

OCCUPANCY OR STRUCTURAL MODIFICATION TYPE	SPRINKLERS REQUIRED ³	DESCRIPTION	SQUARE FOOTAGE ¹	REQUIREMENTS	USE EXAMPLES	EXCEPTIONS
Alterations ¹	Yes, if...	Alteration includes modifications to the structure	50% of existing floor area ²	Alterations additions and remodel square footage will be considered a combined and cumulative sum of floor area	Interior remodels Rehabilitation	Exceptions 1, 2, 3, 4
Additions ¹	Yes, if...	Additions cumulative from January 01, 2008 regardless of any change of ownership	1,000 sf or 50% of floor area ²	Alterations additions and remodel square footage will be considered a combined and cumulative sum of floor area	Any addition	Exception 4
Hazard Category and Occupancy Classification Changes	Yes	Change results in higher hazard or as deemed necessary by fire code official and the building official	Any	Hazard classification rating as determined by the fire code official, and occupancy classification as determined by the building official.	Any change of occupancy defined in Chapter 3 of the CBC	None
Hazardous Materials Inside buildings	Yes	Cellulose nitrate film or pyroxylin plastics or any hazardous materials manufactured, stored or handled in quantities in excess of Tables in CBC, CFC	Any	Building and any portion of a building must also include requirements as listed in CFC Chapter 5005.4	Any occupancy	None

References:

CRC: California Residential Code | **CFC:** California Fire Code | **CBC:** California Building Code |

Footnotes:

¹ For the purpose of calculating square footage for the application of fire sprinkler requirements and fire flow requirements, the floor area shall include all combustible areas attached to the structure, including garages, patio covers, overhangs over 2 feet, covered walkways and decks.

² Fire sprinklers are required when all ceiling coverings are removed, or a project reaches the threshold of 50% of addition or alteration; determination of fire sprinklers shall be made by one of the following methods: 1) By net floor area: Any room(s) or area(s) that are added, altered, rehabilitated or repaired shall have their net floor area calculated and compared to the total net floor area of the existing structure to find the calculated percentage. 2) By surface area: Surface area shall be defined as surfaces of walls and ceilings. Any room(s) or area(s) that are added, altered, rehabilitated or repaired shall have their surface area calculated compared to the total wall and ceiling surface area of the existing structure to find the calculated percentage.

Note: Change(s) in project scope after the plan review process shall require that the fire sprinkler calculation be revised and submitted for review and approval.

³ Automatic Fire Sprinklers installed at exterior locations shall be approved corrosion resistant devices when environmental conditions warrant.

⁴ Mobile/manufactured or factory-built homes or commercial coaches constructed or altered on or before March 12, 2011 which were not manufactured with automatic fire sprinklers are not subject to fire sprinkler requirements.

Exceptions:

1. Alterations limited to only one of the following: replacement of exterior coverings and windows, roofing, electrical services, sewer laterals, retaining walls, or routine plumbing, electrical and mechanical repairs.

2. A loft open to the floor below and no more than one third of the floor area of the room below may be added without requiring sprinklers.

3. REPAIR is the reconstruction or renewal for the purpose of maintenance.

4. Accessory dwelling units shall not be required to provide fire sprinklers if they are not required for the primary residence. Footnote 2 determination is required.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.B.**FROM: John F. Weigold, IV, General Manager
Timothy Carmel, District Counsel

Meeting Date: March 10, 2022 Subject: Discussion and Consideration of Approval of a Memorandum of Understanding (MOU) with the Cambria Community Council, Direct Staff to Proceed with Design and Permitting Phases of the Skatepark Project, and Adopt Resolution 14-2022 Amending the Fiscal Year 2021/2022 Budget

RECOMMENDATIONS:

It is recommended that the Board of Directors discuss and consider approving a Memorandum of Understanding (MOU) with the Cambria Community Council (Council) regarding Skatepark Project funding, direct staff to proceed with the design and permitting phases of the Skatepark Project and adopt Resolution 14-2022 amending the Fiscal Year 2021/2022 Budget.

FISCAL IMPACT:

The Skatepark 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 Skatepark 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				Sources	Uses
Fund	Date	Agenda Item	Purpose		
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)	\$ -	

Approval of the MOU with the Council will establish the procedures for dispersal of funds raised by Skate Cambria for the Skatepark Project.

DISCUSSION:

As directed by the Board of Directors, this item is to approve a Memorandum of Understanding with the Council regarding how funds will be disbursed for the Skatepark Project. As the Board is aware, Skate Cambria has been raising funds for the Project. Spohn Ranch, the firm that has prepared a conceptual design, has estimated the Project will cost \$661,000, if built today. On December 9, 2021 the District Board of Directors reaffirmed its commitment to the Skatepark Project and voted to allocate \$178,000 in funding. Skate Cambria has committed to raising the

additional funding needed, so that the Skatepark Project can move forward and be constructed in the near future.

Skate Cambria is an unincorporated association. Therefore, the Council, which is a 501(c)(3) non-profit organization, is acting as the entity managing the donations for the Project.

The MOU includes the express acknowledgement of several underlying facts and understandings regarding the Skatepark Project, including:

- That Skate Cambria's only role is raising the funds necessary for the design, permitting, construction, and operation and maintenance of the Skatepark and providing input to the District, and that the District has the ultimate authority regarding its design, construction, operation, and maintenance.
- That other than the \$178,000 that has been committed to the Skatepark Project by the District, and the funds raised by Skate Cambria, as administered by the Council, there are no other funding sources currently available for the Skatepark Project.¹
- That the representatives of Skate Cambria have agreed that the costs of the Design and Permitting phases of the Skatepark Project shall be shared equally between the funds committed by the District and the funds raised by Skate Cambria.
- That Skate Cambria also understands that the Bidding and Construction phase of the Skatepark Project is contingent upon, and will not commence until, all of the funds necessary to construct the Project, have been raised and have been deposited with the Council, including funds sufficient to create a reserve fund for operation and maintenance of the Skatepark, in an amount determined by the District's Board of Directors, as recommended by District staff.

The MOU otherwise has been drafted to set forth the manner in which the funds raised for the Skatepark Project will be disbursed by the Council to the District as the various phases, which include design, permitting, bidding and construction, and operation and maintenance, are undertaken.

In addition to approving the MOU, staff recommends that the Board of Directors direct staff to proceed with the design and permitting phases of the Skatepark Project and Adopt Resolution 14-2022 amending the Fiscal Year 2021/2022 Budget.

Attachments: Draft MOU with Cambria Community Council
Resolution 14-2022
Cost Estimate - Spohn Ranch for Cambria Skatepark - October 26, 2021

¹ The District will 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 and District Counsel as needed.



MEMORANDUM OF UNDERSTANDING SKATEPARK FUNDING

This Memorandum of Understanding (“MOU”) is made this ____ day of _____, 2022 by and between the Cambria Community Services District (the “District”), a California special district, and the Cambria Community Council (the “Council”), a nonprofit 501(c)3 organization, collectively referred to herein as the “Parties.”

WITNESSETH:

WHEREAS, the District has a public works project underway to design and develop a new skatepark for the community (the “Skatepark,” “Skatepark Project” or “Project”) and contracted with the firm Spohn Ranch to create a conceptual design for the Skatepark; and

WHEREAS, a local community group, Skate Cambria, has been formed with the mission of raising the funds necessary to build the new Skatepark as a modern concrete facility that will last for generations of skaters to come; and

WHEREAS, based upon Spohn Ranch’s conceptual design, the estimated cost for the Skatepark Project is currently \$661,000. On December 9, 2021 the District Board of Directors reaffirmed its commitment to the Skatepark Project and voted to allocate \$178,000 in funding. Skate Cambria has committed to raising the additional funding needed, so that the Skatepark Project can move forward and be constructed; and

WHEREAS, since Skate Cambria is an unincorporated association, the Cambria Community Council, which is a 501(c)(3) non-profit organization, is acting as the entity managing the donations for the Skatepark Project; and

WHEREAS, based upon the Council’s relationship with Skate Cambria, and with Skate Cambria’s concurrence, the District and the Council desire to enter into this Memorandum of Understanding to set forth the manner in which the funds raised for the Skatepark

Project will be disbursed by the Council to the District as the various phases, which include design, permitting, bidding and construction, and operation and maintenance, are undertaken.

NOW THEREFORE, in consideration of the mutual covenants and conditions set forth herein, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **UNDERSTANDING OF SKATE CAMBRIA AND THE PARTIES REGARDING FUNDING, OWNERSHIP AND OPERATION.** The parties hereby expressly acknowledge the following underlying facts and understandings regarding the Skatepark Project:

a. Skate Cambria, by and through its representatives, has indicated that while it has a commitment to raise the funds necessary for the design, permitting, construction, and operation and maintenance of the Skatepark, it is not otherwise going to become a formal legal entity. Its only role is fundraising and providing observations and input to the District for the Skatepark Project. Otherwise, it has acknowledged that the Skatepark Project will be constructed by the District on District property, and the District has the ultimate authority regarding its design, construction, operation, and maintenance.

b. Other than the \$178,000 that has been committed to the Skatepark Project by the District, and the funds raised by Skate Cambria, as administered by the Council, there are no other funding sources currently available for the Skatepark Project.

c. The representatives of Skate Cambria have agreed that the costs of the design and permitting phases of the Skatepark Project shall be shared equally between the funds committed by the District and the funds raised by Skate Cambria. Skate Cambria also understands that the bidding and construction phase of the Skatepark Project is contingent upon, and will not commence until, all of the funds necessary to construct the Project have been raised and have been deposited with the Council. This shall include funds sufficient to create a reserve fund for operation, maintenance and repair of the Skatepark, in an amount determined by the District's Board of Directors, as recommended by District staff.

2. DISBURSEMENT OF FUNDS TO DISTRICT: DESIGN, PERMITTING AND CONSTRUCTION PHASES.

Design Phase: the District will seek proposals for the preparation of construction documents for the Project, which include costs related to structural and civil engineering. The estimated cost by Spohn Ranch for this phase is approximately \$51,000; however, the actual cost may be different once proposals have been solicited and received. Once actual costs have been determined, the Council shall transfer and deposit 50% of the cost with the District.

Permitting Phase: The Skatepark Project will require discretionary permitting approval by San Luis Obispo County ("County"), which will require additional studies and site evaluation, as well as environmental review. Although Spohn Ranch's estimate for permitting and inspections is \$15,000, it is unknown how much additional costs will be incurred for additional studies, site evaluations and environmental review. Initially, the Council will transfer and deposit 50% of the permit fee costs, as determined by the County, with the District. Upon any determination that additional studies or site evaluations are required, the District shall notify the Council of the cost for such studies or site evaluations and Council shall thereupon transfer and deposit 50% of the costs with the District.

Bidding and Construction Phase: As set forth in Section 1 above, the bidding and construction phase of the Skatepark Project is contingent upon, and will not commence until, all of the funds necessary to construct the Project have been raised and have been deposited with the District. Once the required permits have been secured from the County, the District will follow public project bidding requirements as required by law. Prior to the District seeking bids, the Council shall transfer and deposit the full amount of the engineer's final cost estimate to construct the Skatepark Project, including necessary construction reserves, with the District. After bids have been received and a low bidder determined, as provided by law, the District shall inform the Council of the actual construction cost and if the bids are higher than the amount of the engineer's estimate, any additional amounts necessary to award the construction contract and proceed with the Project shall be deposited by the Council with the District. If, during the course of

construction, changes are required that increase the cost of construction of the Project, the District will notify the Council of the additional funds necessary, and the Council will transfer and deposit the additional funds with the District.

In addition, as set forth in Section 1, prior to putting the Project out to bid, funds sufficient to create a reserve fund for operation, maintenance and repair of the Skatepark, in an amount determined by the District's Board of Directors, as recommended by District staff, shall be transferred and deposited with the District.

As set forth in Section 1.b. above, the District's total commitment to the Project is \$178,000. Therefore, if any additional costs are incurred to fund any phases of the Project, payment for such costs will be provided by the Council from the funds raised by Skate Cambria.

3. **AMENDMENT.** This MOU may be amended by the mutual consent of the Parties if such amendment is in written form and executed by the Council and by the District.

4. **ENTIRE MOU.** This MOU supersedes any and all other agreements, either oral or in writing, between and of the parties herein with respect to the subject matter hereof and contains all the agreements between the Parties with respect to such matter. Each party acknowledges that no representations, inducements, promises or agreements, oral or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement or promise not contained in this MOU shall be valid or binding.

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed the day and year first above written.

CAMBRIA COMMUNITY SERVICES

CAMBRIA COMMUNITY COUNCIL

By: _____
Donn Howell, President of the Board of Directors

By: _____
Dick Clark, President of the Board of Directors

ATTEST:

Ossana Terterian, Board Secretary

Approved As To Form:

Timothy J. Carmel, District Counsel

RESOLUTION NO. 14-2022
March 10, 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 10th day of March, 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

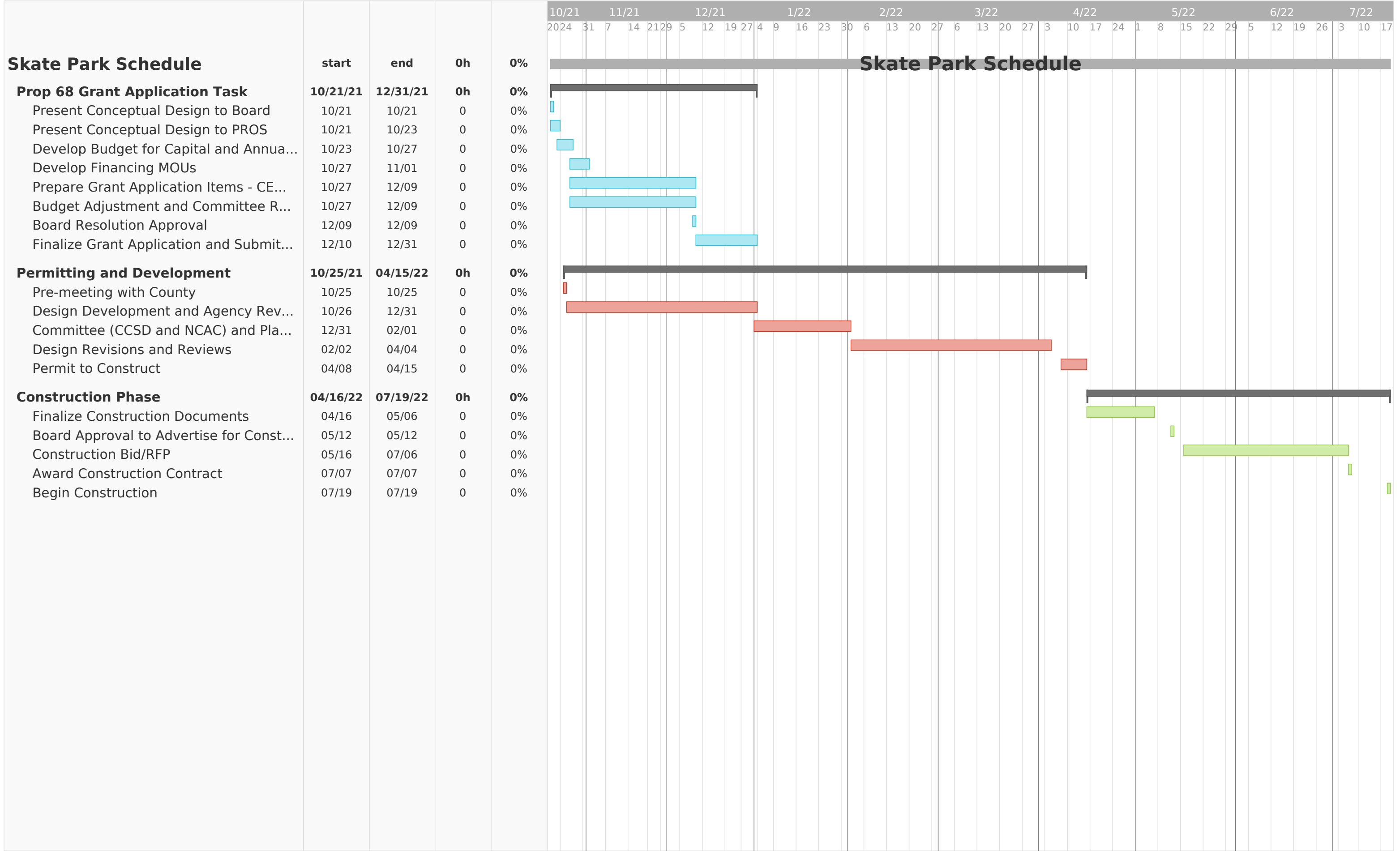
Budget Adjustment

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

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





CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.C.**

FROM: John F. Weigold IV, General Manager

Meeting Date: March 10, 2022

Subject: Discuss and Consider the Intent and Expectation for the Policy Committee and Its Purpose Relative to CCSD Board Needs

RECOMMENDATIONS: Staff recommends that the Board of Directors discuss and consider the intent and expectation for the Policy Committee and its purpose relative to CCSD Board needs.

FISCAL IMPACT:

There is no fiscal impact associated with this item.

DISCUSSION:

Staff recommends that the Board of Directors discuss and consider the intent and expectations for the Policy Committee and its purpose relative to CCSD Board needs.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.D.**

FROM: John F. Weigold IV, General Manager

Meeting Date: March 10, 2022

Subject: Receive Board Ad Hoc Report and Discussion and Consideration of Changes to the Board and Standing Committee Bylaws

RECOMMENDATIONS:

It is recommended that the Board of Directors receive a report from the Board Bylaws Ad Hoc Committee and discuss and consider changes to the Board and Standing Committee Bylaws.

FISCAL IMPACT:

There is no fiscal impact associated with this item.

DISCUSSION:

In accordance with the Cambria Community Services District Board Bylaws, the Board is required to review the Bylaws annually. The Board will receive a report from the Board Bylaws Ad Hoc Committee and discuss and consider changes to the Board and Standing Committee Bylaws. Staff will prepare a Resolution amending the Bylaws with any changes for consideration by the Board at the first meeting in April.

Attachment: 1. Notes on Bylaw Revisions
2. Board Bylaws Revisions
3. Standing Committee Bylaw Revisions

Ad Hoc Committee on Bylaws Report

An ad hoc Committee, consisting of Directors Gray and Dean, was assigned to review the existing Board and Standing Committee Bylaws and come back to the Board with any suggested revisions or updates.

Notes on Bylaw Revisions

- I. CCSD Board Bylaws
 1. General revisions:
 - a. Changes to bring consistency to referencing of Board members. Existing bylaws use terms “Director(s)” and “Board Member(s)” interchangeably. The ad hoc committee has opted to use “Board member(s)” for all such referencing. (Lower-case “m” reflects the fact that “Board member” is not an official title).
 - b. Changes to correct typographical errors, pronoun-agreement errors (i.e., “their” referring to a single Board member), closed spaces between words, and other “clean-up” tasks. We also eliminated heading “2.2 Reserved” on the “Meetings” section.
 2. Specific revisions/additions:
 - a. “Board of Directors” added to title for accuracy (and to distinguish these bylaws from those for the Standing Committees).
 - b. New Section 2.4 added to set policy for attendance at Board meetings and for declaring vacancies in cases of repeated, unexcused absences. The wording here is a condensed version of the CSDA model Policy 4100, with a less restrictive threshold for excused absences. Current bylaws have no policy in this area.
 - c. New Sections 2.5 through 2.9, governing the rules for conduct of meetings, voting, and recording of meetings by the public. All these sections were in the 2013 Board bylaws and, in the opinion of the ad hoc committee, should be reinstated here to formalize current practices (e.g., regarding roll-call votes), clarify rules regarding quorums and abstentions, and ensuring that recording activities do not interfere with conduct of meetings.
 - d. New Section 3.3 added (also from 2013 bylaws) to note that emergency actions can be taken without inclusion on the Agenda as long as Brown Act procedures are followed.
 - e. Language added to Section 4.1 to note that the position of Board Secretary can be filled (as is currently the case) by a CCSD employee rather than a member of the Board.
 - f. Section 5.3 in “Members of the Board of Directors) is revised to clarify the rule on appropriate activity by Board members regarding an action already taken by the Board. First, language is added to specify that the rule applies to *final* action on a matter before the Board and not, for instance, to the just one of multiple Board votes that are needed in some cases (e.g., resolutions, actions requiring a

related budget adjustment, etc.). Second, the phrase “create barriers to” implementation is replaced by “interfere with,” as, in our view, more clearly describing the type of activity that this section aims to discourage.

- g. In “Board Bylaw Review Policy” (11.1), the requirement of annual Bylaw review in January is retained, but the February deadline for Board consideration of revisions is eliminated to afford the Board greater flexibility. The rule as revised also allows the Board to consider revisions at any time.
- II. Standing Committee Bylaws.
- 1. General revisions:
 - a. Changes for consistency in punctuation, capitalization and typefaces. Multiple listed items, for instance, were given the same format throughout. Superfluous underlining was eliminated, and italic type was used for titles of Rosenberg’s and Robert’s rules. Typeface was converted to the same one (Colibri 14-point) used for Board Bylaws.
 - 2. Specific revisions/additions:
 - a. Section 1.2 (under Scope of Responsibility) revised with the addition of “only” before “District-related issues approved and assigned to it by the Board of Directors.” This clarifies and formalizes current practice.
 - b. Section 2.3 (appointment of committee chairs) is revised for consistency with Section 3.1.
 - c. Section 2.4 is added to set a policy for attendance at Committee meetings and declaring vacancies. It is identical with the new Section 2.4 of the Board bylaws (see above) with one exception – “Board-authorized or Committee-authorized” in place of “Board-authorized” in 2.4.a.
 - d. Section 4.5 is revised in a manner identical to Section 5.3 of the Board bylaws (see above).
 - e. Section 8.1 is revised to delete language specifying biennial review of Standing Committee bylaws and specific provisions whereby Committee chairs propose bylaw changes to the Board of Directors. (As Board members, the Committee chairs already have the ability to propose such changes as future agenda items). Language on the vote required for a bylaw amendment was also revised to specify that a majority of the Board, not just of a quorum, is required.

Respectfully submitted,

Directors Tom Gray & Karen Dean

CAMBRIA COMMUNITY SERVICES DISTRICT BOARD
OF DIRECTORS BYLAWS

1. OFFICERS OF THE BOARD OF DIRECTORS

- 1.1 The officers of the Board of Directors are the President and Vice President.
- 1.2 The President of the Board of Directors shall serve as presiding officer at all Board meetings. The President shall have the same rights as the other members of the Board in voting, introducing motions, resolutions and ordinances, and any discussion.
- 1.3 In the absence of the President, the Vice President of the Board of Directors shall serve as presiding officer over all meetings of the Board. If the President and Vice President are both absent, the remaining members shall select one among themselves to act as presiding officer of the meeting.
- 1.4 The President and Vice President of the Board shall be elected annually at the first regular meeting in December and the term of office shall commence immediately upon election and continue until replaced.
- 1.5 The President or his or her designee shall be the spokesperson for the Board and point person for intergovernmental relations.

2. MEETINGS

- 2.1 Regular meetings of the Board of Directors shall be on the second and third Thursday of each calendar month in the Veterans Memorial Hall, located at 1000 Main Street, Cambria, unless otherwise directed by the Board of Directors. The time for holding Regular meetings of the Board of Directors shall be established by resolution.
- 2.2 For regular meetings, a block of time shall be set aside to receive general public comment. Comments on items on the agenda should

be held until the appropriate item is called. Public comment shall be directed to the President of the Board and limited to three minutes unless extended or shortened at the President's discretion.

During general public comment:

- (a) Board ~~M~~members may briefly respond to statements or questions from the public; and
- (b) Board ~~M~~members may, on their initiative or in response to public questions, ask questions for clarification, provide references to staff or other resources for factual information, or request staff to report back at a subsequent meeting; and
- (c) The President of the Board or a Board majority in open session may take action to direct staff to place a matter on a future agenda.

2.3 Meeting Length. The business at regular meetings of the Board of Directors, including any scheduled closed sessions, shall be conducted for no more than a three-hour period, unless extended by a four-fifths (4/5th) vote of the Board. In the event there are remaining items on the agenda at the end of the three-hour period, the Board may adjourn the meeting to a specific date and time in accordance with the provisions of Government Code Section 54955. The intent and purpose of this policy is to encourage a reasonable time period in which the Board of Director's business is discussed and to protect against fatigue in discussing and deciding important District issues.

- 2.4 Board members shall attend all regular and special meetings of the Committee unless excused for emergencies or other good cause:
- (a) Good cause for absence includes circumstances of which the President of the Board is notified prior to the meeting. Good cause also includes Board-authorized meeting absences such as attendance at a conference directly related to the functions and interests of the District or at the meeting of another public agency in order to participate in an official capacity.
 - (b) A Board member who will be absent for good cause may notify the

- President by electronic transmission, telephone communication, or letter. The President shall notify the General Manager and the Board of all absences that are excused for good cause. The minutes shall indicate whether an absence was excused.
- (c) A vacancy shall occur if a Board member is absent from three (3) consecutive regular meetings without good cause, except as otherwise provided for by law or as authorized by the Board.
- 2.5 The President shall conduct all meetings in a manner consistent with the policies of the CCSD. All comments shall be directed to the President. The President shall determine the order in which agenda items shall be considered for discussion and/or actions taken by the Board, and shall announce the Board's decision on all subjects. On roll call, the maker of the motion shall be called first, the Board member seconding the motion shall be called second, and the remainder are polled with the President voting last, unless the President made or seconded the motion.
- 2.6 A majority of the total membership of the Board shall constitute a quorum for the transaction of business. A majority of the total membership of the Board is sufficient to do business; however, motions must be passed unanimously if only three attend. When there is no quorum for a regular meeting, the President, Vice President or any Board member shall adjourn such meeting, or, if no Board member is present, the Board Secretary shall adjourn the meeting.
- 2.7 A roll call vote, if required by law, shall be taken upon votes on ordinances and resolutions, and shall be entered in the minutes of the Board showing those Board members voting aye, voting no and those abstaining or absent. Unless a Board member states that he or she is not voting because of a conflict of interest and steps down from the dais prior to the discussion of the item, his or her silence shall be recorded as a vote of abstention.
- 2.8 Any person attending a public meeting of the Board of Directors may record the proceedings with an audio or video recording device in the absence of a reasonable finding that the recording cannot continue without noise, illumination, or obstruction of view that constitutes or

would constitute a disruption of the proceedings.

- 2.9 All video recording devices shall remain stationary and shall be located and operated from behind the public speaker's podium once the meeting begins. The President retains the discretion to alter these guidelines, including the authority to require and all recording devices be located in the back of the room.

3. AGENDAS

- 3.1 The General Manager, in cooperation with the Board President and Vice President, shall prepare an agenda for each regular and special meeting of the Board of Directors. An item placed on an agenda in this manner shall only be removed by the General Manager, in cooperation with the President and Vice President. Any Director's request to place an item on the agenda must be approved by the Board President or a majority of the Board ~~M~~members acting in open session.
- 3.2 Those items, ~~which are~~ considered to be of a routine and noncontroversial nature, are placed on the Consent Agenda. These items shall be approved, adopted, and accepted by one motion of the Board of Directors.
- (a) Board members may request any item listed under Consent Agenda be removed from the Consent Agenda, and the Board will take action separately on that item.
- (b) A Board member may ask a minor question, for clarification, on any item on the Consent Agenda. The item may be briefly discussed for clarification and the questions will be addressed along with the rest of the Consent Agenda.
- (c) When a Board member wishes to pull an item simply to register a dissenting vote, the Board member shall inform the presiding officer ~~they wish~~ that he or she wishes to register a dissenting vote without discussion. These items will be handled along with the rest of the Consent Agenda, and the Board Secretary will register a "no" vote in the minutes.
- 3.3 No Board action may be taken on an item not on the posted agenda,

provided, however, that matters deemed to be emergencies or of an urgent nature may be added to the agenda under the procedures of the Brown Act.

4. PREPARATION OF MINUTES

- 4.1 The minutes of the Board shall be kept by the Board Secretary, who may be an employee of the CCSD.
- 4.2 The Board Secretary shall be required to make a record only of such business as was actually passed upon by a vote of the Board and, except as provided in Section 4.3 and 4.6 below, shall not be required to record any remarks of Board members or any other person.
- 4.3 Any ~~Director~~ Board member may request for inclusion into the minutes brief comments pertinent to an agenda item, only at the meeting in which the item is discussed.
- 4.4 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.
- 4.5 The Board Secretary shall attempt to record the names and general place of residence of persons addressing the Board and the title of the subject matter to which their remarks related.
- 4.6 Whenever the Board acts in a quasi-judicial proceeding, the Board Secretary shall create a record of a summary of the testimony of the witnesses.

5. MEMBERS OF THE BOARD OF DIRECTORS

- 5.1 Information that is exchanged before meetings shall be distributed through the Board Secretary, and all ~~Directors~~ Board members will receive all information being distributed.
- 5.2 ~~Directors~~ Board members shall at all times conduct themselves with courtesy to each other, to staff and to members of the audience present at Board meetings.
- 5.3 Individual ~~Directors~~ Board members have the right to disagree with ideas or opinions, while being respectful. Once the Board of Directors

takes final action on a matter before it, ~~Directors~~Board members should not ~~create barriers to~~interfere with the implementation of said action.

- 5.4 At the President's discretion, District Counsel shall act as parliamentarian. The rules contained in the current edition of *Rosenberg's Rules of Order* (and *Robert's Rules of Order* 11th Edition for matters on which Rosenberg is silent) shall govern the Board of Directors in all cases to which they are applicable and in which they are not inconsistent with these bylaws, any special rules of order the Board may adopt and any statutes applicable to the CCSD that do not authorize the provisions of these bylaws to take precedence.

6. AUTHORITY OF DIRECTORS

- 6.1 The Board of Directors is the unit of authority within the CCSD. Apart from their normal function as a part of this unit, ~~Directors~~Board members have no individual authority. As individuals, ~~Directors~~Board members may not commit the CCSD to any policy, act or expenditure.
- 6.2 All members of the Board of Directors shall exercise their independent judgment on behalf of the interests of the entire district, including the residents, property owners, and the public as a whole. ~~Directors~~Board members do not represent any fractional segment of the community, but are rather a part of the body which represents and acts for the community as a whole.
- 6.3 The Board of Directors shall adopt policies for the operation of the district, including, but not limited to, administrative policies, fiscal policies, personnel policies, and the purchasing policies.
- 6.4 The primary responsibilities of the Board of Directors are:
- a) The formulation and evaluation of policy.
 - b) Monitoring the CCSD's progress in attaining its goals and objectives.
 - c) Appointment, oversight and evaluation of a General Manager to handle all matters concerning the operational aspects of the CCSD.
 - d) Appointment, oversight and evaluation of a District Counsel to

handle all matters concerning the legal aspects of the CCSD.

7. BOARD MEMBER GUIDELINES

- 7.1 Board ~~M~~members, by making a request of the General Manager, shall have access to information relative to the operation of the CCSD. If the General Manager cannot provide the requested information in a timely manner, the General Manager shall inform the individual Board ~~M~~member why the information is not or cannot be made available.
- 7.2 Individual Board ~~M~~members should not involve themselves in the day-to-day operations of the District. Their primary role is to participate in the process of establishing the District's policies and goals. The General Manager is responsible for implementing those policies and goals.
- 7.3 Personnel matters and other operational issues that may be of concern to individual Board ~~M~~members should be addressed through the General Manager. Individual Board ~~M~~members shall not involve themselves or interfere in personnel matters, to protect their impartiality when hearing an appeal of discipline, per the District's disciplinary and grievance process.
- 7.4 The General Manager shall take direction and instruction from the Board of Directors, as a body, when it is sitting in a duly convened meeting. Individual Board ~~M~~members should refrain from giving orders or instruction to the General Manager or any subordinates of the General Manager.
- 7.5 When presented with questions or complaints from citizens or staff related to operational or personnel matters, Board ~~M~~members should listen to the concerns expressed and either: (1) confer with the General Manager or District Counsel, as appropriate; or (2) refer the individual to the General Manager for resolution of their concerns.

8. ~~DIRECTOR~~ BOARD MEMBER COMPENSATION

- 8.1 ~~Directors~~Board members may receive compensation of one hundred dollars (\$100.00) for each authorized day of service rendered as a

~~Director~~Board member.

- 8.2 The following are authorized meetings for which a ~~Director~~Board member may be compensated:
- (a) Regular Board meetings.
 - (b) Special Board meetings.
 - (c) Standing Committee meetings of which the ~~Director~~Board member is a Committee member.
 - (d) Participation in a training program on a topic that is directly related to the District, provided that the Board of Directors has previously approved the member's participation at a Board meeting and that the member delivers a written report to the Board regarding the member's participation at the next Board meeting following the training program.
 - (e) Representation of the District at a public event, provided that the Board of Directors has previously approved the member's representation at a Board meeting and that the member delivers a written report to the Board regarding the member's representation at the next Board meeting following the public event.
 - (f) Representation of the District at a public meeting or a public hearing conducted by another public agency, provided that the Board of Directors has previously approved the member's representation at a Board meeting and that the member delivers a written report to the Board regarding the member's representation at the next Board meeting following the public meeting or public hearing.
 - (g) Representation of the District at a meeting of a public benefit nonprofit corporation on whose board the District has membership, provided that the Board of Directors has previously approved the member's representation at a Board meeting and that the member delivers a written report to the Board regarding the member's representation at the next Board meeting following the corporation's meeting.

- 8.3 ~~Director~~Board member compensation shall not exceed six days of service in any calendar month.
- 8.4 ~~Director's~~Board member compensation shall not exceed \$100.00 per day or \$600.00 per month.
- 8.5 Each Board ~~M~~member is entitled to reimbursement for ~~their~~ travel, meals, lodging and other actual and necessary expenses incurred in the performance of the duties required or authorized by the Board pursuant to Government Code Section 53232.2
- 8.6 Board ~~M~~members shall provide brief reports on meetings attended at the expense of the District at the next regular Board meeting, as provided by Government Code Section 53232.3.

9. STANDING COMMITTEES

- 9.1 Standing committees are those that have continuing subject matter jurisdiction, regularly established meeting schedules and one ~~director~~Board member as chairperson. The General Manager may be an ex-officio member of all standing committees.
- 9.2 The following shall be the standing committees of the District:
 - a) Finance
 - b) Resources & Infrastructure
 - c) Policy
- 9.3 Committee Rules:
Members' terms, and method of appointment, along with detailed rules and procedures for committees, are contained in the Committee Bylaws, a Board-approved set of guidelines and expectations for committees.
- 9.4 Meetings:
 - a) All committees shall comply with the provisions of the Ralph M. Brown Act concerning the calling of public meetings and the Board and committee bylaws.
 - b) Summary notes for each committee meeting shall be forwarded to the CCSD Board of Directors as a public record. A recording of

each meeting will be made available on the District's website.

- c) With the exception of the Board ~~M~~member serving as Committee Chair, Board ~~M~~members may attend meetings of the District's ~~S~~tanding ~~C~~ommittees as observers only and shall not participate in such meetings.

10. AD HOC COMMITTEES

- 10.1 The President or a majority of the Board may create ad hoc committees consisting of two Board members in accordance with the provisions of the Brown Act from time to time with specific focus and duration as required. Ad hoc committees shall meet on an as needed basis.
- 10.2 The duties of the ad hoc committee shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

11. BOARD BYLAW REVIEW POLICY

- 11.1 Subject to 3.1 the Board Bylaws shall be reviewed annually at the first regular meeting in January, ~~and~~ after which amendments to the Bylaws ~~shall~~ may be considered for adoption by the Board. ~~at the first regular meeting in February.~~

12. COMPLIANCE WITH FEDERAL AND STATE LAW

- 12.1 If it is determined any of these Bylaws conflict with Federal or State rules or statutes, the Federal or State rules or statutes will apply.
- 12.2 These Bylaws are for the purpose of providing guidance to the Cambria Community Services District (CCSD) Board of Directors in the performance their duties.
- 12.3 These Bylaws are not intended to amend any laws governing the behavior of any individual Board ~~M~~member in a private capacity. ~~Each Director~~ All Board members will comply with all Federal and State laws governing their conduct in the performance of their

~~duties as Directors.~~

CAMBRIA COMMUNITY SERVICE DISTRICT STANDING COMMITTEE BYLAWS

1. SCOPE OF RESPONSIBILITY

1.1. Standing Committees are advisory to the Board of Directors. The committees shall gather information, explore alternatives, examine implications, and offer options for the review and deliberation by the Board of Directors.

1.2 Each Standing Committee shall consider only District-related issues approved and assigned to it by the Board of Directors.

1.3 Apart from their normal function as part of an advisory resource, committees and their individual members have no authority and may not verbally or by action represent the committee or the CCSD in any policy, act or expenditure.

1.4 The committee and its members shall maintain collaborative working relationships with the public, other Standing Committees and the CCSD Board of Directors.

1.5 Any Standing Committee, or their ad hoc committees, may meet with staff and/or District consultants but shall not interfere with their operational duties, as determined by the General Manager. Any information requests to staff will be specific in nature and relate to the business of the committee.

1.6 Board directed policies developed outside the Policy Committee, shall be referred to that committee for assignment of a policy number and formatting as appropriate but will not require further content review or consideration by the Policy Committee

1.7 Standing Committee Statements of Purpose and Responsibilities

1.7.1 The Finance Committee shall:

- (a) Provide review for transparent budget processes and financial management that promote fiscal stability and instill public

trust;

- (b) Support and work directly with the CCSD General Manager and Finance Manager in enhancing financial integrity and monetary discipline;
- (c) Discuss and receive public input during committee meetings and advise the Board of Directors on financial matters;
- (d) Provide financial review, assessment, and recommendation to CCSD Board of Directors regarding staff identified potential funding sources available to the District from private, public, County, State or federal entities;
- (e) Support other Standing Committees' fiscal review needs.

1.7.2 The Resources and Infrastructure Committee shall:

- (a) Assess existing resources and gather information regarding infrastructure and resource needs of the community;
- (b) Support and work directly with the CCSD General Manager and Utilities Manager in identifying/defining plans to meet the infrastructure needs of the community,

working within the bounds of current and potential resources and priorities of the District;

- (c) Provide recommendations to the Board of Directors regarding actions to meet the community's infrastructure needs;
- (d) Support other Standing Committees' resource and infrastructure review needs.

1.7.3 The Policy Committee shall:

- (a) Review existing operational and governance policies that the Board has identified as requiring assessment, update, or organization for consistency with other existing policies;
- (b) Identify potential areas of policy needs not currently addressed in the Policy Handbook, develop needs assessment regarding impact due to lack of policy and immediacy of need, and provide to the Board, through the committee chair, for definition of content, consideration of timing needs and approval to proceed in policy development;
- (c) Support other Standing Committees' policy review needs.

2. COMMITTEE MEMBERS

2.1 The Committee shall consist of five volunteer members from the community and one CCSD Board Director to act as chairperson.

2.2 Each Committee member must live and be registered to vote within the CCSD boundaries.

2.3 Method of appointment:

- (a) The Chairperson shall be ~~appointed by the President of CCSD Board of Directors, subject to Board approval~~ chosen annually from members of the Board of Directors by majority vote of the Board.
- (b) Volunteer committee members shall serve two-year terms. Such terms shall begin in February of odd numbered years.
- (c) At the end of a term of office a ~~C~~committee member wishing to continue for another term shall fill out an application as specified in 2.3.(d) below and will be considered for appointment along with the other applicants.

- (d) 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.
- (e) Any applications received per 2.3.(d) above shall be retained by the District and remain active for two years.
- (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.
- (g) The Committee Chairperson shall be responsible for interviewing new applicants and determining their qualifications prior to making a recommendation to the CCSD Board of Directors.

2.4 Committee members shall attend all regular and special meetings of the Committee unless excused for emergencies or other good cause:

- (a) Good cause for absence includes circumstances of which the Chairperson of the Committee is notified prior to the meeting. Good cause also includes Board-authorized or Committee-authorized meeting absences such as attendance at a conference directly related to the functions and interests of the District or at the meeting of another public agency in order to participate in an official capacity.
- (b) A Board member who will be absent for good cause may notify the Chairperson by electronic transmission (e.g., email), telephone communication, or letter. The minutes shall indicate whether an absence was excused.
- (c) A vacancy shall occur if a Committee member is absent from three (3) consecutive regular meetings without good cause, except as otherwise provided for by law or as authorized by the Board of Directors.

2.5. Vacancies of unexpired terms of office of regular Committee members

shall be filled by recommendation of the Committee Chairperson from the pool of applicants (see 2.3.(d) above) and appointment by the CCSD Board of Directors.

3. COMMITTEE OFFICERS

3.1. The Chairperson shall be chosen annually from members of the Board of Directors by majority vote of the Board

3.2. The Vice-Chairperson and Secretary shall be chosen annually by a majority of the a Committee.

3.3. No member of the committee shall hold more than one office.

3.4. Chairperson ~~D~~uties:

- (a) ~~V~~ote only in the event of a tie vote,
- (b) ~~P~~reside over meetings,
- (c) ~~E~~stablish committee meeting agendas, consistent with direction from a majority of the Board of Directors,
- (d) ~~A~~ppoint appropriate ad hoc committees,
- (e) ~~S~~ign reports,
- (f) ~~R~~epresent the Committee at regular CCSD Board meetings,
- (g) ~~C~~oordinate with CCSD staff input for agenda preparation for the monthly Committeemeetings,
- (h) ~~D~~evelop a meeting calendar, including joint Committee meetings, to be approved by the CCSD board.

3.5. Vice Chairperson duties:

- (a) ~~P~~erform the duties of the Chairperson in their absence,
- (b) ~~A~~ct as liaison to another Standing Committee as determined by the Chairperson or a majority of the Committee.

3.6. Secretary duties:

- (a) ~~R~~ecord the minutes of the meetings in action form, ensuring the accuracy of when, how and by whom the Committee's business was conducted.
- (b) Submit the draft written minutes and recording to CCSD staff for the public record.
- (c) Minutes should include at a minimum:
 - ~~T~~he date, time and location of the meeting,
 - ~~A~~ list of the Committee members present and absent,
 - ~~A~~ record of reports presented and by whom,
 - ~~T~~he text of motions presented and description of any action taken,

- List of items considered for future agenda,
- Time of meeting adjournment.

4. COMMITTEE MEMBER GUIDELINES AND AUTHORITY

- 4.1. Members of the Committee and their activities are bound by all applicable provision of the Brown Act (Government Code Sections 54950, et seq.).
- 4.2. Members of the Committee shall not participate in discussion of, or vote on issues constituting conflicts of interest – “no public official shall make, participate in making, or in any attempt to use his official position to influence a governmental decision in which he/she knows or has reason to know he/she has a financial interest.” (Government Code Section 87100).

- 4.3. Members of the Committee are charged with protecting and upholding the public interest and exhibiting the highest level of ethics.
 - 4.4. Committee members shall at all times conduct themselves with courtesy towards each other, to staff and to members of the audience present at Committee meetings.
 - 4.5. Committee members have the right to disagree with ideas or opinions, while being respectful. Once the Committee takes final action on a matter before it, individual Committee members should not ~~create barriers to~~ interfere with the implementation of ~~any~~ said action ~~voted upon by the Committee~~.
 - 4.6. Apart from their normal function as part of an advisory resource, committees and their individual members have no authority and may not verbally or by action represent the committee or the CCSD in any policy, act or expenditure.
 - 4.7. After two consecutive unexcused absences of a Committee member, the Committee, by a vote of a majority of a quorum of the Committee, may recommend action to the CCSD Board.
 - 4.8. Should a Committee member disrupt Committee meetings or participate in behavior contrary to the charges and responsibilities of the Committee, the Committee, by a majority vote, may recommend action to the CCSD Board.
5. AGENDA PROCEDURE
 - 5.1. Members shall provide input on the agenda to the Chairperson.
 - 5.2. Chair shall develop the draft agenda in cooperation with the Vice Chair and CCSD staff.
 - 5.3. CCSD staff shall prepare the final agenda and attachments.
 - 5.4. CCSD staff shall post agendas at the District Administrative Office and be distributed to all Committee members and the agenda distribution list.
6. MEETINGS
 - 6.1. The Committee shall meet within the jurisdictional boundaries of the CCSD, except as otherwise permitted by the Brown Act.
 - 6.2. Information that is exchanged before meetings shall be distributed

through the District Clerk, and Committee members will receive all information being distributed as part of the normal meeting Agenda.

- 6.3. The Committee shall meet monthly on dates set annually by the Committee, unless otherwise publicly noticed 72 hours in advance. The Committee may call publicly noticed special meetings as needed, with required 24-hour notice.
- 6.4. A majority of all Committee members, including the Chair, shall constitute a quorum.
- 6.5. The business at regular meetings of the Committee, shall be conducted for no more than a two-hour period, unless extended by a majority vote of a quorum of the Committee. In the event there are remaining items on the agenda at the end of the two-hour period, the Committee may adjourn the meeting to a specific date and time in accordance with the provisions of Government Code Section 54955. The intent and purpose of this policy is to encourage a reasonable time period in which the Committee's business is discussed and to protect against fatigue in discussing and deciding important issues.
- 6.6. All Committee meetings shall be conducted by laws governing open meetings and public participation.
- 6.7. The CCSD General Manager shall determine a staff liaison to the Committee for the purpose of improving the flow of communication.

7. PARLIAMENTARY AUTHORITY

- 7.1. The rules contained in the current edition of ~~Rosenberg's Rules of Order~~ Rosenberg's Rules of Order (and ~~Roberts Rules of Order~~ Robert's Rules of Order 11th Edition for matters on which Rosenberg is silent), shall govern the Committee in all cases to which they are applicable and in which they are not inconsistent
- 7.2. with these bylaws, any special rules of order the Committee may adopt and statutes applicable to the Committee that do not authorize the provision of these laws to take precedence.
8. AMENDMENTS TO BYLAWS
- 8.1. The CCSD Board of Directors retains sole authority to amend these bylaws. ~~In addition to reviewing these bylaws in odd numbered years, committee chairpersons may include any urgent suggestions or ideas for changes during their monthly report. The Board of Directors may provide the chairperson direction regarding the suggestion or place the item on a future agenda for consideration.~~ Any amendments must be approved by a majority ~~a quorum~~ of the CCSD Board of Directors.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.E.**

FROM: John F. Weigold IV, General Manager

Meeting Date: March 10, 2022

Subject: Discussion and Consideration of
Resuming In Person or Hybrid Meetings**RECOMMENDATIONS:**

Staff recommends that the Board of Directors discuss and consider options to resume in-person Cambria Community Services District (CCSD) Board, Standing Committee and PROS Commission regular and special meetings and provide direction to staff.

FISCAL IMPACT:

The fiscal impact of resuming in-person CCSD Board, Standing Committee and PROS Commission regular and special meetings includes purchasing hand sanitizer, wipes and masks, AGP Video expenses and possibly the cost of continuing a Zoom subscription (\$389.90/month). Estimates of expenses for a regular and special Board meeting are listed below. AGP Video does not attend and support Standing Committee and PROS Commission meetings.

Scenario A:

AGP Video on-site; remote Zoom participation by audio & video	
Contract Rate (up to 3 hours)	\$1,600.00
Overtime Rate	\$140.00
SLO-SPAN Streaming	\$200.00
Zoom Subscription (monthly)	\$389.90
Hand Sanitizer, Wipes & Masks	\$ 35.00
Grand Total per meeting	\$2,364.90

Scenario B:

AGP Video on-site; remote Zoom participation by audio only	
Contract Rate (up to 3 hours)	\$900.00
Overtime Rate	\$140.00
SLO-SPAN Streaming	\$200.00
Zoom Subscription (monthly)	\$389.90
Hand Sanitizer, Wipes & Masks	\$ 35.00
Grand Total per meeting	\$1,664.30

AGP Video on-site; no remote Zoom participation	
Contract Rate (up to 3 hours)	\$775.00
Overtime Rate	\$140.00
SLO-SPAN Streaming	\$200.00
Hand Sanitizer, Wipes & Masks	\$ 35.00
Grand Total per meeting	\$1,150.00

Scenario D:

Zoom with Facebook Live Streaming and/or YouTube	
Zoom Subscription (monthly)	\$389.90
Facebook Live Streaming	Free
YouTube Live Streaming	Free
Hand Sanitizer, Wipes & Masks	35.00
Camera purchase	TBD
Grand Total per meeting	\$424.90+

AGP Video has been charging a reduced rate during the COVID-19 pandemic to support remote meetings, primarily due to the limited manpower requirements of remote meetings. Effective upon resumption of services, AGP Video services fees would be increased to the amounts listed above. As noted in scenarios A, B and C, these cost increases may require a contract amendment to be brought back to the Board at a future meeting. Scenario D illustrates a continuation of the use of Zoom and adds the functionality of live streaming over Facebook and YouTube.

DISCUSSION:

Staff recommends that the Board consider resuming in-person CCSD meetings commencing April 1, 2022, or at a date of their preference, and consider the various above scenarios utilizing AGP Video, Zoom, Facebook and/or YouTube as options for CCSD Board, Standing Committee and PROS Commission regular and special meetings.

California State Law AB 361 added provisions to the Government and Education Codes. The provisions that applied to State bodies are sunseting on March 31, but the provision that suspended the requirements of the Brown Act (which apply to local public agency bodies) will remain in effect until January of 2024 and are operative so long as there is a proclaimed State Emergency Declaration. The Board can continue to make findings that allow for teleconferenced meetings to be held as long as the Governor’s declaration is in place.

Should the Board discontinue the District’s local emergency and return to in-person meetings the following requirements will return to full force and effect:

- Local bodies must notice each teleconference location from which a member will be participating in a public meeting and each teleconference location must be specifically identified in the meeting notice and agenda, including full address and room number;
- Each teleconference location must be accessible to the public;

- 59 ^{ADDED LATE} Members of the public must be able to address the body at each teleconference location;
- Local bodies must post agendas at all teleconference locations; and
 - During teleconference meetings, at least a quorum of the members of the local body must participate from locations within the boundaries of the territory over which the local body exercises jurisdiction.

Additionally, on February 25, 2022, the Centers for Disease Control & Prevention (CDC) announced new COVID-19 metrics. In areas of low or medium risk, the CDC has dropped its recommendation for universal indoor masking. San Luis Obispo County is currently in the low-risk tier. The current restrictions for San Luis Obispo County are:

Overview of Current Restrictions



- **Face masks:** Face masks are [strongly recommended](#) in all indoor public places for those who are not vaccinated.



- **Capacity limits:** Capacity limits in place for [mega events](#).



- **Physical distancing:** No current restrictions.



- **Travelers:** Follow [CDC](#) recommendations and [CDPH Travel Advisory](#).

<https://www.slocounty.ca.gov/COVID-19/Orders-Guidance.aspx>

There are currently no other restrictions applying to indoor settings for Board meetings, Standing Committee meetings or PROS Commission meetings.

What are the issues related to resuming in-person CCSD meetings?

- The cost of each meeting is dependent on which option is selected.

What are the pending issues related to resuming in-person CCSD meetings?

1. What kind of cleaning procedures does the District need to have in place after holding in-person CCSD Board, Standing Committee and PROS Commission regular and special meetings?

The CCSD needs to establish and implement the following procedures to help prevent the spread of COVID-19. The following is a list of procedures from Cal/OSHA:

- Establish procedures to routinely clean and disinfect commonly touched surfaces and objects (e.g., door handles, steering wheels, lockers, touch screens, scanners,

mobile equipment, equipment controls, carts) throughout the workday. ^{ADDED LATE} These procedures should include:

- Using products that are EPA-approved for use against the virus that causes COVID-19.
- Providing EPA-registered disposable wipes for employees to wipe down commonly used surfaces before use.
- Following the manufacturer's instructions for all cleaning and disinfection products (e.g., safety requirements, protective equipment, concentration, contact time).
- Ensuring there are adequate supplies to support cleaning and disinfection practices, including cleaning products and gloves.
- Cleaning and disinfecting vehicles between shifts and between workers. ○ Creating procedures to close access and deep clean, preferably with a professional cleaning service, an area where a person confirmed or presumed to have COVID-19 has been. Any person cleaning the area should be equipped with proper PPE for COVID-19 disinfection (disposable gown, gloves, eye protection, and mask or respirator) in addition to PPE required for cleaning products.

2. Does the District need to disinfect the Veterans' Memorial Building after every meeting?
 - Yes, per the guidance listed above.
3. SLO Span visits to CCSD Board meetings for the past six months:

<u>LIVE AUG. 2021:</u> 8.3.21: 7 8.12.21: 9 8.19.21: 11 8.27.21: 5 ARCHIVE AUG. 2021: 81	<u>LIVE SEPT. 2021:</u> 9.9.21: 8 9.16.21: 3 9.24.21: 8 9.30.21: 5 ARCHIVE SEPT. 2021: 27	<u>LIVE OCT. 2021:</u> 10.14.21: 8 10.21.21: 5 10.30.21: 4 ARCHIVE OCT. 2021: 22
<u>LIVE DEC. 2021:</u> 12.9.21: 14 12.16.21: 12 12.28.21: 4 ARCHIVE DEC. 2021: 45	<u>LIVE JAN. 2022:</u> 1.13.22: 8 1.20.22: 11 1.24.22: 9 1/25/22: 26 ARCHIVE JAN. 2022: 46	<u>LIVE FEB. 2022:</u> 2.10.22: 11 2.17.22: 11 ARCHIVE FEB. 2022: 21

Cambria Forest Committee Meeting of February 9, 2022

The highlight of this meeting, in fact almost the entire gathering, was devoted to a lengthy and very informative presentation by Bryant Baker, Conservation Director of Los Padres Forest Watch. 18 community members were in attendance, and very positive feedback was expressed.

The initial focus of Mr. Baker's lecture addressed what is a healthy forest, and how to maintain what is best for the natural environment when the wooded area is being affected by ongoing building and development, and as a result the potential for fire continues to become more problematic. Often, it's the well-intentioned actions of agencies that can compromise the well-being of the woodlands. Examples were given as to when communities were seriously impacted by wildfire, as well as when, due to wise planning both individually and collectively, fire did little to no damage to the town or neighborhood. He emphasized that increasingly dry hotter weather and faster moving winds lead to the greater possibility for fire, and that flying embers are the greatest and quickest spreader of fire.

Information was also provided as to how best to make one's abode more fire resistant, and that this was ultimately more important than forest management in preventing damage to and loss of one's home. Having a non combustible roof, double paned or tempered windows, ember proofing screens and sealing openings under eaves, are the best preventative measures to take. Of course, creating defensible space around one's home is needed as well. However, these efforts must be a choice for everyone to be totally successful. Mr. Baker also stated that home retrofitting, and thereby minimizing structure risk, is a growing and very positive industry, and that creating fire resistant communities where homes are addressed first is the most effective preventer of loss due to fire. Needless to say, much of the information he provided is applicable to Cambria.

To see this presentation in its entirety, please visit the Cambria Forest Committee website at www.cambriaforestcommittee.org

This report written and submitted by Board Director Harry Farmer.

Report for the Friends of the Fiscalini Ranch Preserve meeting of Tuesday, February 8, 2022

Carlos Mendoza, supervisor of the CCSD Facilities and Resources Department, stated that the long awaited pipe installation on the Santa Rosa Creek Bridge finally took place in January. He also reported on the various improvements continuing to be made on the Fiscalini Ranch, and that eviction and cleanup of the homeless encampments in the Cal Trans right of way adjacent to the Ranch was ongoing while continuing to take the needs of the inhabitants into consideration.

FFRP Executive Director Kitty Connolly gave an update on various endeavors, including the Cal Fire grant application being applied for by the Upper Salinas-LasTablas Resource Conservation District. She hoped for result would create a Forest Management Plan that would include both large landowners as well as smaller properties in the wooded areas of Cambria. Emphasis on the Ranch would include habitat management for the monarch butterflies. A Letter of Commitment supporting the effort of US-LT RCD was submitted by FFRP on February 3rd, 2022.

An effort continues to be made to find a suitable location for the Ranch Restoration Nursery. Unfortunately, most of the areas investigated so far have serious limitations of one type or another.

A collaborative partnership between Camp Ocean Pines and FFRP is being pursued. This would include visiting campers participating in monarch butterfly sightings, as well as the removal of invasive grasses from the area where the new Boardwalk project will be installed. Also, the Central Coast State Parks Association is heading up an effort to establish the Western Monarch Trail that connects a series of locations where Monarchs locate over the winter, which of course would include the Ranch.

On February 19th, the Fiscalini Ranch is to be inducted into the Old Growth Forest Network. The goal of this organization is to identify Old Growth Forests throughout the United States, acknowledge the value of the natural environment for the health and well being of individuals of all ages and backgrounds, and to make these locations known through their Directory of Old Growth Forests. A gathering will take place on the Ranch to commemorate this acknowledgement, followed by a Ranch walk.

FFRP Board Chair John Nixon reported that encroachment on the Ranch still exists. There is interest in addressing this problem by creating a Policy that includes the Cambria CSD, FFRP, and the involved property owner. An effort will be made to have an attorney draw up a draft policy that hopefully can be reviewed at the March FFRP Board meeting.

As for fun activities! Six Pop Up Events to attract the public, increase their enjoyment of the Ranch, and hopefully provide donations, will take place at the south entrance to the Ranch throughout the year. These occasions are always enjoyed and well received by folks of all ages. Unfortunately, the always successful Springtime Wildflower Show, as well as the Summertime Kitchen Tour, will again not be taking place this year due to the Covid pandemic. However, it is hoped an Outdoor Garden Tour may take place sometime in the near future. And there is also still a positive outlook that the Annual year end Songs for the Season fun/fund raiser will take place in December.

A high school education walk will soon be taking place where students will do community work by removing the always growing ice plant. Potential astronomy walks are being discussed and organized as well, events that are always well attended and light up the knowledge of the nighttime sky..

And finally, an army of community volunteers continue to maintain the Ranch, especially participating in ice plant and weed removal. It's quite heartwarming that the number of folks donating their time continues to increase, which says much about both the long time and recently arrived citizenry of Cambria.

This report written and submitted by CCSD Board Director Harry Farmer.

Forest Management Ad Hoc Committee report – March 10, 2022

On March 11, 2021, the CCSD Board of Directors appointed Board members Harry Farmer and Tom Gray as the Ad Hoc Committee for Forest Management Alternatives, with a mission to seek viable options to manage and promote the health of native tree stands on CCSD properties and to explore the possibility of creating a network of landowners, public agencies and other interests to find common ground on management objectives and to collaborate on projects.

Over the past year, the Ad Hoc Committee has pursued those goals through a number of meetings with forest stakeholders and through networking with entities – especially the Cambria Fire Safe Focus Group (FSFG) and the Upper Salinas-Las Tablas Resource Conservation District (US-LTRCD) – that have access to grant funding for forest management studies and forest treatment projects.

Most recently, the Committee worked with the FSFG and US-LTRCD to recruit key landowners in and around Cambria for a CalFire-funded program that includes both management planning and forest treatment. The US-LTRCD, as lead applicant, submitted its application to CalFire in February for a grant totaling \$3,455,281.

About 95% of this would go toward development and implementation of a forest treatment program for the UC Norris Rancho Marino Preserve, similar to the treatment program now being carried out at the Covell Ranch. The rest of the grant proceeds would finance the development of specific forest management plans for three properties: The CCSD's Fiscalini Ranch Preserve, Camp Ocean Pines, and a 23-acre privately-owned forested parcel near Leimert Estates.

Together, the forest management plans would cover about 350 acres of Monterey Pine forest in or near Cambria. The Norris Rancho project would cover about 210 acres of forest directly to the south of Cambria (and surrounding Camp Ocean Pines).

In addition to this work, the US-LTRCD will be hosting at least three workshops to invite additional landowners to participate in future planning and forest treatment projects.

Announcement of the grant awards is expected within two to four months.

Respectfully submitted by:
Harry Farmer and Tom Gray

Parks, Recreation and Open Space Commission Meeting report for March 1, 2022

Commission Chair Steve Kniffen called the meeting to order at 10:05AM, and acknowledged that only three Commission members are in attendance (Joyce Renshaw, Adolph Atencio and Kermit Johansson), and that despite the unavailability of other commissioners a quorum still existed to proceed with the meeting.

Ex officio member Kitty Connolly from FFRP began her remarks by enthusiastically stating that 435 volunteer hours were worked in February, including removing thistle, adding wood chips to the Tipton trail, plus doing a major cleanup on Main St from Mechanics Bank to Highway One. The fact that the Fiscalini Ranch was inducted into the Old Growth Forest Network was acknowledged, as was the FFRP partnership with the Upper Salinas-Las Tablas Resource Conservation District regarding pursuing grant funding for long term efforts to address forest health and fire suppression. Ms Connolly added that a major project for the coming year on the Ranch is to "seriously attack ice plant". Facilities and Resources Supervisor Carlos Mendoza also stated that Ranch volunteers and his crew are really making progress in the "battle on invasives".

Ex officio member Juli Amodei began her report by saying the Skate Cambria capital campaign has been officially launched, that 300 Cambria youth went out in our community and had already raised several thousand dollars in donations for commemorative bricks that will be placed at the Skate Park, and that the process continues. Skate Day plans are in place, with the event to occur on Saturday, March 12th from Noon-4PM at the Veteran's Hall parking lot. This is a fun/fundraiser to raise additional monies to help build the Cambria Skate Park. 15 professional skaters from Northern and Southern California with worldwide and national reputations will be in attendance and performing their skills as well. 20 representatives from local service organizations will be present, plus merchandise donated by various businesses will be available for purchase. All in all 70 volunteers will be assisting at the event. Families and folks of all ages from San Luis Obispo County and beyond are expected to attend. Admission is free.

F&R Supervisor Mendoza provided an update that events have begun taking place again at the Veterans Hall, with both a wedding and a baby christening happening in the past two weeks. Needed maintenance projects have also begun. The front of the Hall was pressure washed and cleaned, railings have been repaired and repainted, and broken rain gutters have been repaired as well. A termite inspection has taken place, with a recommendation that the building be tented and fumigated. The estimated cost is \$35-40,000. The District will be seeking a second opinion regarding cost. A contractor has already been hired to repair and replace the roof above the American Legion area, and electrical work will be done as well.

As for tree work. Carlos reported that two giant dead trees near the dog park were cut down, with the trees being chipped and added to the dog park. Three other diseased trees near homes adjacent to the Ranch were also cut down and removed.

Regarding Regular Business item A.: Discuss and Consider the budgeted allocation of \$20,000. Mr. Mendoza reported that the CCSD Board voted against using these funds to hire a consultant to update the East Ranch Master Plan, stating that information in this area was already available to the District. Commissioner Johansson made a motion to recommend to the CCSD Board that the \$20,000 be allocated to the Skate Park. Ms. Renshaw, while favorable to this idea, stated that there were not enough members present to act on this without a more thorough discussion, and that this option should be considered at next month's meeting. Chair Kniffen voiced approval for this alternative.

In public comment, David Pierson stated that if the allocated monies are not spent that they be encumbered and set aside. He also suggested that in updating the Ranch Master Plan feedback be received from

members of the community as to what types of recreation should be considered for the East Ranch such, as bike trails, soccer fields, and so forth.

Elizabeth Bettenhausen thanked Mr Pierson for his comments and suggestions. She also recommended that the CCSD Board of Directors provide clarity regarding future work efforts of the PROS Commission.

Kermit Johansson asked if the PROS Commission should be able to make its own self determined choices versus being directed by the Board. Ms Renshaw agreed with this possibility, and again recommended this topic be brought back for further discussion.

On Agenda item 6.B., Receive Update on the Cambria Skatepark, Utilities Manager Ray Dienzo briefly commented that the permitting process continues.

On Agenda Item 6.C., Receive Update on the East Ranch Restroom Project, Mr. Dienzo stated the review process with the County continues, and he will have more significant information at the next PROS meeting.

Chair Kniffen adjourned the meeting at 10:45AM.

This meeting summary written and submitted by Board Director Harry Farmer

NCAC Liaison Report for March 10, 2022 CCSD Board Meeting

The NCAC met on February 16, 2022, via Zoom.

Supervisor Bruce Gibson spoke on the status of the homeless issues in the area. He talked about the resources and services that were available to help, but also the difficulty of connecting those individuals with those services. He said that some COVID relief funding is being used to help address those needs, but there is a need to find safer living and transitional housing, mental and substance abuse support, etc. He mentioned that our Governor is making a large investment of \$14 billion for Statewide Project Room Key and Project Home Key to aid in housing the homeless. Concerns were also expressed about these unhoused individuals starting fires for warming and cooking when our district has restrictions on open fires. The Council talked about the possibility of having another forum on the homeless situation and what tools for long term solutions may be available, similar to the forum the NCAC held on this topic in 2019.

The increasing issue of scams was also discussed, with the elderly being most susceptible to these scams. An email from Undersheriff Voge indicated that folks should call the non-emergency dispatch line (805) 781-4550 to report attempted scams.

The NCAC will be holding elections for the even numbered areas in June. The term is for two years, and both representatives and alternates are needed. There are maps on the NCAC website showing the different areas, and the Conditions of Service PDF Forms to apply can be found at <https://ncacslo.org/governing-documents>.

The San Simeon CSD liaison, Gwen Kellas, reported that there was heavy erosion under the Pico Ave stairs and undermining the wave barrier concrete. They have hired a structural engineer and are researching permits for the repairs. The San Simeon CSD has held several public meetings regarding a voter area scenario for District based elections to comply with the California Voting Rights Act.

The Cambria Fire Safe Focus Group reported that Forest health work on the Covell Ranch has been suspended for now during rainy season, and the public is being asked to please not trespass on the Covell Ranch. A Wildfire Preparedness Event is being planned for May 7 at the Vets Hall, as well as an Emergency Preparedness Event on Sept 24.

Mike McDonough from the Cambria Healthcare District reported that Paramedics interface as needed with the homeless for evaluation following 911 calls. A third redistricting presentation was planned for the February 22 CCHD Board Meeting. A telephone survey was conducted to get public opinion on a bond measure to replace the 60+ year old facility on Main Street. The CCHD is having difficulty finding grants for the proposed new facility due to SLO County's high mean income level.

There were no project referrals before the Land Use Committee in February.

The next NCAC meeting will be held March 16, 2022, at 6:00pm via Zoom.

Respectfully submitted,
Director Karen Dean, Board appointed liaison to the NCAC

CA Coastal Commission Liaison Report for March 10, 2022 CCSD Board Meeting

The California Coastal Commission held its February meetings on February 9, 10, and 11 via teleconference. Some of the discussions of interest to our area:

During the February 9 meeting, State Parks Program Manager Jim Newland gave a briefing on strategy to install EV Charging Stations, following “Green Design” Principles, at State Park locations throughout California. AB 1083 mandates that utilities provide charging infrastructure at parks and beaches for fleet and public usage in support of State of California’s electrification goals. Provisions include working with the Public Utilities Commission to ensure partnerships with the major utility entities. The legislation requires Utility Companies to assist with placement of up to 200 EV Station ports in State Parks by April 2023. State Parks is also working with consultants, advocates, and private entities to develop costs and feasibility of Statewide implementation plans, and identify and reach out to potential partners in the EV industry. Some issues also being addressed is how to make this project financially viable for the utility companies, and how to ensure that EVS only parking spots do not inadvertently create a situation that restricts public access for non-EV visitors.

Mr Newland also gave a brief preview on State Parks Sea Level Rise Adaptation Strategies. Their strategy provides a frame work to address coastal flooding and sea level rise, support continued coastal access and recreational opportunities while building resilience at the coastal parks and integrating sea level rise into their existing operations. State Parks received \$11.5 million through a FY Budget Act to implement a Sea Level Rise Adaptation Strategy. They are investing in development of 13 decision action and support tools, including emergency response, sea level rise viewers, management alternatives, trigger points, economics, vulnerability, plan development, monitoring case studies, and interpreting sea level rise, as well as investing in implementation of priority coastal resilience projects that demonstrate restoration and adaptation actions, and that supplement projects that incorporate Sea Level Rise Adaptation best practices.

During the meeting on a February 11, a public hearing and discussion was held on request by San Luis Obispo County to amend the LCP’s Land Use and Implementation Plans to update provisions related to accessory dwelling units. County Planner Esme Wahl brought forward a proposal to modify LCP Provisions to enable more streamlined ADU review and permit processing, and to add more lenient ADU development standards on requirements related to minimum parcel size, setbacks, and to allow both an ADU and Junior ADU on single residential parcels, in new land use categories (agricultural and multi-family residential), and eliminate off-street parking requirements.

Staff expressed concern that this proposed amendment did not address specific geographical coastal resource issues and constraints in SLO County related to rural/agricultural lands where this amendment would allow ADU’s where they are not currently allowed by the LCP, and would also allow both guest houses, ADU’s and JADU’s on the same rural parcel when they are not allowed on the same parcel in other land use categories. The amendment also does not differentiate between areas with water supply

constraints such as in Cambria and Los Osos where both communities are Level Of Severity III in terms of water supply and new residential units are not allowed due to a lack of a sustainable water to serve them. The same situation would be true for ADU's. Modifications to the proposed amendment were recommended to not allow ADU's in Cambria and Los Osos at the current time.

There was concern also that the proposed amendment would eliminate off street parking requirements for ADU's and doesn't differentiate between areas where this may lead to impacts for public coastal access where the on street parking along the shoreline for visitors is needed, so those areas must have parking on site for any ADU's.

The Coastal Commission and County Staff recommended and approved multiple modifications to allow for ADU's to increase housing stock, but also to protect coastal resources. Among those many modifications, in addition to prohibiting ADU's in Cambria and Los Osos, were modifications to not allow a guesthouse/home office on any site containing an ADU, prohibition of short term rental use of ADU's, new construction of ADU's must be compatible with the primary residence, and limiting the addition of ADU's to land use designations that allow single family homes.

The next Coastal Commission meetings will be held via teleconference on March 9, 10, and 11.

Respectfully submitted,
Director Karen Dean
CCSD Board appointed liaison to the CA Coastal Commission