

¹ Pursuant to Governor Newsom's Executive Order N-29-20, members of the Board of Directors or staff will participate in this meeting via a teleconference. Members of the public can submit written comments to the Deputy District Clerk at boardcomment@camabriacsd.org.



CAMBRIA COMMUNITY SERVICES DISTRICT

I, Harry Farmer, President of the Cambria Community Services District Board of Directors, hereby call a Special Meeting of the Board of Directors pursuant to California Government Code Section 54956. The Special Meeting will be held: **Monday, April 6, 2020, 2:00 PM**. The purpose of the Special Meeting is to discuss or transact the following business:

AGENDA

SPECIAL MEETING OF THE CAMBRIA COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

Monday, April 6, 2020, 2:00 PM

Please click the link below to join the webinar:

[https://zoom.us/j/635716171?](https://zoom.us/j/635716171?pwd=V1NubWI0OE5DZmUweEdZZE5KMWISZz09)

[pwd=V1NubWI0OE5DZmUweEdZZE5KMWISZz09](https://zoom.us/j/635716171?pwd=V1NubWI0OE5DZmUweEdZZE5KMWISZz09)

Password: 519975

Or iPhone one-tap :

US: +16699006833,,635716171# or +13462487799,635716171#

Or Telephone:

Dial:US: +1 669 900 6833

Webinar ID: 635 716 171

Copies of the staff reports or other documentation relating to each item of business referred to on the agenda are on file in the Office of the District Clerk and available on the CCSD website at www.camabriacsd.org. To comply with the Governor's Executive Order, CA Department of Public Health social distancing guidance and shelter-at-home order, related to slowing the spread of coronavirus (COVID-19), the CCSD Administrative

Office is closed to the public, until further notice. Please call 805-927-6223 if you need any assistance. If requested, the agenda and supporting documents shall be made available in alternative formats to persons with a disability. The District Clerk will answer any questions regarding the agenda.

1. OPENING

- A. Call to Order
- B. Pledge of Allegiance
- C. Establishment of Quorum

2. PUBLIC SAFETY

- A. CCSD Fire Chief Report

3. MANAGER UPDATES

- A. General Manager Update
- B. Finance Manager Update
- C. Facilities & Resources Update
- D. Utilities Department Manager/District Engineer Update

4. PUBLIC COMMENT ON AGENDA ITEMS

5. REGULAR BUSINESS

- A. DISCUSSION REGARDING OPERATIONAL AND FISCAL IMPACTS OF THE

CORONAVIRUS PANDEMIC AND ACTIONS AND EFFORTS UNDERTAKEN TO ADDRESS THOSE IMPACTS

- B.** DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 10-2020 DECLARING A CONTINUED LOCAL EMERGENCY IN THE CAMBRIA COMMUNITY SERVICES DISTRICT DUE TO THE CORONAVIRUS PANDEMIC
- C.** DISCUSSION AND CONSIDERATION OF RESOLUTION 11-2020 SUSPENDING THE IMPOSITION OF LATE PAYMENT CHARGES FOR DISTRICT WATER AND SEWER SERVICE AND SUSPENDING THE DISCONTINUATION OF WATER AND SEWER SERVICE FOR NONPAYMENT

6. ADJOURN

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.A.**

FROM: John F. Weigold, IV, General Manager

Meeting Date: April 6, 2020Subject: DISCUSSION REGARDING
OPERATIONAL AND FISCAL
IMPACTS OF THE CORONAVIRUS
PANDEMIC AND ACTIONS AND
EFFORTS UNDERTAKEN TO
ADDRESS THOSE IMPACTS

RECOMMENDATIONS:

Staff recommends that the Board of Directors discuss the operational and fiscal impacts of the Coronavirus (COVID-19) pandemic and actions and efforts that have been undertaken to address those impacts.

FISCAL IMPACT:

Fiscal impacts associated with this item are unknown at this time.

DISCUSSION:

The Board of Directors should discuss the operational and fiscal impacts of the Coronavirus (COVID-19) pandemic as it relates to the Cambria Community Services District and actions and efforts undertaken to address those impacts.

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: April 6, 2020

Subject: DISCUSSION AND CONSIDERATION
OF ADOPTION OF RESOLUTION 10-
2020 DECLARING A CONTINUED
LOCAL EMERGENCY IN THE
CAMBRIA COMMUNITY SERVICES
DISTRICT DUE TO THE
CORONAVIRUS PANDEMIC**RECOMMENDATIONS:**

Staff recommends that the Board of Directors adopt Resolution 10-2020 declaring a continued local emergency in the Cambria Community Services District due to the coronavirus pandemic.

FISCAL IMPACT:

Fiscal impacts associated with this item are unknown at this time.

DISCUSSION:

As the Board is aware, the State and County of San Luis Obispo have adopted a number of executive orders declaring a public health emergency and imposing restrictions on the general population to help control the spread of the COVID-19 virus. The Board of Directors adopted Resolution 09-2020 on March 23, 2020, which declared a local State of Emergency and provided the General Manager with increased spending and other authority to allow for a more expeditious and effective response to various situations related to the coronavirus pandemic as they occur. As the COVID-19 virus continues to ravage the State and country, it is recommended that the Board adopt Resolution 10-2020 declaring a continued State of Emergency.

Attachment: Resolution 10-2020

RESOLUTION 10-2020

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE CAMBRIA COMMUNITY SERVICES DISTRICT DECLARING A
CONTINUED LOCAL EMERGENCY DUE TO THE CORONAVIRUS (COVID-19)
APRIL 6, 2020**

WHEREAS, on March 23, 2020, the Board of Directors adopted Resolution 09-2020 declaring the existence of a State of Emergency in the Cambria Community Services District as a result of the Coronavirus Pandemic; and

WHEREAS, Resolution 09-2020 requires the Board of Directors to determine whether the local State of Emergency continues to exist at each regular or special Board meeting; and

WHEREAS, the Board finds that this emergency, which involves the outbreak of an extremely infectious disease (COVID-19), is a highly fluid and evolving situation, and in the interest of public health, safety and welfare, such a State of Emergency continues to exist in the Cambria Community Services District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cambria Community Services District that a State of Emergency continues to exist in the Cambria Community Services District as a result of the Coronavirus Pandemic.

PASSED AND ADOPTED this 6th day of April, 2020.

Harry Farmer, President
Board of Directors

APPROVED AS TO FORM:

Timothy J. Carmel
District Counsel

ATTEST:

Haley Dodson
Deputy District Clerk

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.C.**

FROM: John F. Weigold, IV, General Manager

Meeting Date: April 6, 2020

Subject: DISCUSSION AND CONSIDERATION
OF RESOLUTION 11-2020
SUSPENDING THE IMPOSITION OF
LATE PAYMENT CHARGES FOR
DISTRICT WATER AND SEWER
SERVICE AND SUSPENDING THE
DISCONTINUATION OF WATER AND
SEWER SERVICE FOR
NONPAYMENT

RECOMMENDATIONS:

Staff recommends that the Board of Directors adopt Resolution 11-2020 suspending the imposition of late payment charges on delinquent water and sewer bills for the January/February and March/April billing cycles and suspending the discontinuation of water and sewer service for nonpayment through June 30, 2020.

FISCAL IMPACT:

The fiscal impact of suspending the imposition of late charges is difficult to estimate, due to the uncertainty of the number of customers that are affected. The best estimate that can be provided at this time would be averaging the late charges for billing cycles within FY 2019/20. On average there are 236 customers receiving late notices, 49 customers receiving 48-hour notices and 10 customers receiving shut-off notices, resulting in \$10,865 in late penalties assessed for a billing cycle.

DISCUSSION:

On March 23, 2020, the Board of Directors adopted Resolution 09-2020 declaring the existence of a local emergency in response to the health crisis and pandemic brought on by COVID-19. In an effort slow the spread of the disease, the County of San Luis Obispo has given the "shelter in home" directive for non-essential services and activities. In addition, the Centers for Disease Control and Prevention is urging all Americans to follow social distancing measures. For many citizens this has caused an undue financial burden. The District recognizes the importance of continued service of water and sewer without the fear of disconnection or late payment charges for utility customers during this difficult and continually evolving situation.

The pandemic is causing serious hardship for many residents living in the District, including the reality of unemployment or significantly reduced wages. Resolution 11-2020 will suspend the imposition of late payment charges for the January/February and March/April billing cycles and the discontinuance of water and sewer service for nonpayment through June 30, 2020. Additionally, Resolution 11-2020 authorizes the General Manager to extend the suspensions if the local emergency still exists past that date.

Attachment: Resolution 11-2020

**RESOLUTION 11-2020
APRIL 6, 2020**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE CAMBRIA COMMUNITY SERVICES DISTRICT
SUSPENDING THE IMPOSITION OF LATE PAYMENT CHARGES FOR DISTRICT
WATER AND SEWER SERVICE AND SUSPENDING THE DISCONTINUATION OF
WATER AND SEWER SERVICE FOR NONPAYMENT**

WHEREAS, on March 23, 2020, the Board of Directors adopted Resolution 09-2020 declaring the existence of a State of Emergency in the Cambria Community Services District as a result of the Coronavirus Pandemic; and

WHEREAS, the Centers for Disease Control and Prevention, the California Department of Health, and San Luis Obispo County have all issued shelter in place orders to enforce social distancing, prohibited group events, and taken other precautions to protect public health and prevent transmission of this highly communicable virus; and

WHEREAS, as a result of the public health emergency and the orders related thereto, many residents and businesses in Cambria have and will experience sudden and unexpected income loss and some residents have or will become unemployed, which will impact their ability to pay for water and sewer services in a timely manner; and

WHEREAS, the Board wishes to suspend the imposition of late payment charges for the January/February billing cycle, for which payments are due on April 13, 2020, and suspend the imposition of late payment charges for the March/April billing cycle and suspend the discontinuation of water and sewer services for nonpayment.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cambria Community Services District that:

1. The recitals set forth herein are true, corrected and incorporated by reference.
2. Imposition of late payment charges for water and sewer service for the January/February and March/April billing cycles shall be suspended. The General Manager is authorized to extend the suspension of late payment charges should the local state of emergency continue past June 2020.
3. The discontinuance of water and sewer service for nonpayment shall be suspended through June 30, 2020. The General Manager is authorized to extend the suspension of the discontinuance of water and sewer services for nonpayment should the local emergency continue past June 2020.

PASSED AND ADOPTED this 6th day of April, 2020.

RESOLUTION 11-2020
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Harry Farmer, President
Board of Directors

APPROVED AS TO FORM:

Timothy J. Carmel
District Counsel

ATTEST:

Haley Dodson
Deputy District Clerk