

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
Thursday, October 10, 2019 2:00 PM

**1. OPENING**

**A. Call to Order**

President Pierson called the meeting to order at 2:00 p.m.

**B. Pledge of Allegiance**

President Pierson led the Pledge of Allegiance.

**C. Establishment of Quorum**

A quorum was established.

Directors present: David Pierson, Harry Farmer, Amanda Rice, Cindy Steidel and Donn Howell.

Staff present: General Manager John F. Weigold IV, District Counsel Timothy Carmel, Finance Manager Pamela Duffield and Deputy District Clerk Haley Dodson.

**D. Report from Closed Session**

District Counsel reported that the Board discussed the status of the CDM Smith litigation and mediation that took place on September 30, 2019. The mediation was unsuccessful in settling the case.

**E. Agenda Review: Additions/Deletions**

President Pierson asked for any additions or deletions.

There were none.

**2. ACKNOWLEDGEMENTS AND PRESENTATIONS (Estimated Time: 5 Minutes per item)**

**A. PROS Chairman's Report**

PROS Chairman Steve Kniffen provided a report for the PROS Commission and discussed the current PROS vacancies.

**3. PUBLIC COMMENT (Estimated time: 30 minutes. At President's discretion additional comments may be heard at the end of meeting.)**

Public Comment:

Karen Dean

Christine Heinrichs

**4. REGULAR BUSINESS (Estimated time: 15 Minutes per item)**

**A. DISCUSSION AND CONSIDERATION TO APPROVE POLICY COMMITTEE  
RECOMMENDATION TO ADOPT DRAFT POLICIES 1015: OVERVIEW OF THE DISTRICT**

CLERK'S ROLE, 1020: BOARD/STAFF COMMUNICATION, AND 1025: CLAIMS AGAINST THE DISTRICT

Director Howell introduced the item and provided a brief summary.

District Counsel stated he didn't review the policies and identified some issues.

The Board discussed the draft policies and would like to see the standing committee flow chart before approving the policies.

Committee member John Rohrbaugh stated the Policy Committee is following the CSDA policy handbook. He gave a brief summary on the Committee's policies review process.

President Pierson would like to see the three policies tabled until the next meeting or the following meeting because 1020 could use editing and the Board would like to see the flow of the policies. It also gives District Counsel additional time to review the policies.

**Title: Moved to table the item to a future agenda.**

*Made by: Director Rice*

*Director Steidel seconded the motion.*

**Ayes: Farmer, Howell, Pierson, Rice, Steidel**

**Motion Passed Unanimously – Ayes – 5, Nays – 0, Absent - 0**

**B. DISCUSSION AND CONSIDERATION TO FILL VACANT SEAT ON THE POLICY COMMITTEE**

Director Howell introduced the item and provided a brief summary. He thanked everyone who applied to the Policy Committee.

Public Comment:  
Mike Lyons  
Karen Dean  
Christine Heinrichs  
Jerry McKinnon

**Title: Moved to nominate Claudia Harmon Worthen to the Policy Committee.**

*Made by: Director Howell*

*Director Steidel seconded the motion.*

**Ayes: Farmer, Howell, Pierson, Rice, Steidel**

**Motion Passed Unanimously – Ayes – 5, Nays – 0, Absent - 0**

**C. DISCUSSION AND CONSIDERATION OF 2019 BOARD GOALS AND OBJECTIVES**

Mr. Weigold introduced the item and provided a brief summary. He suggested the Board discuss District-wide goals and he would discuss organizational goals.

President Pierson and the Board discussed the following District-wide goals:

- Hire a new General Manager – completed
- Public Outreach- ongoing. President Pierson stated the Board has the standing committees and held town hall meetings.

Director Rice suggested starting a newsletter.

President Pierson doesn't think the staff has time and asked the Board members to forward him ideas for the one-page newsletter.

- Revise and update the District Mission Statement – President Pierson stated the Board will be working on updating the District's Mission Statement. Each standing committee has been working on their Mission Statements.
- Advance the District's Strategic Planning efforts (Policy Committee) – President Pierson met with the General Manager and suggests he get together with Director Howell on this item.
- Complete the Regular Permitting and Other Actions Relating to the Sustainable Water Facility, including the Buildout Reduction Program– Mr. Weigold stated staff has an update and it will be discussed during regular business item 4.D.
- Finalize the Multi-Year Infrastructure Capital Improvement Program (CIP) – President Pierson stated it's done and continues to be worked on by the Resources & Infrastructure Committee.
- Develop the Annual Prop 218 Rate Review Process – Director Steidel stated it's the number one goal on the Finance Committee's 2019 goals and objectives.
- Review the District Code and Consider Whether Direction Should be Provided to Draft Amendments – Director Howell stated the Policy Committee hasn't looked at the District Code yet.
- Review the District Fee Schedule and Consider Whether Direction should be Provided to Make Amendments – Director Steidel stated it's the number three goal on the Finance Committee's 2019 goals and objectives. The Policy Committee will be discussing the criteria used to differentiate between groups who want to rent the Veterans Hall.
- Emergency Services Review – ad hoc committee (Director Steidel and President Pierson) – President Pierson stated the ad hoc committee met with the Fire Chief. They discussed emergency preparedness, concerns with maintaining fire safe conditions and the use of the General Fund to the extent the Fire Department is funded within the General Fund. There are responsibilities the CCSD has taken on over time and the ranch would be an example of that and there wasn't anything taken into consideration on how to fund the maintenance of the ranch. It's supported by the Facilities & Resources Department and done very well by staff, but monies spent in that way and not found some other way, are funds that could be spent for the Fire Department. The Fire Department continues to look for grants and ways to supplement and maintain the safety of the community. He'd like to have the Board consider the idea of the Finance Committee looking at alternative methods that could be used to create funding sources to support the ranch maintenance and the Fire Department.

Vice President Farmer stated FHFRP could discuss potential funding at a future date.

The Board reached consensus to have the Finance Committee form an ad hoc committee to look at alternative methods that could be used to create funding sources to support the ranch maintenance and the Fire Department.

- Develop goals for the standing committees – President Pierson stated the Finance Committee goals will be discussed during regular business item 4.E. The Board is waiting on the Resources & Infrastructure Committee goals. The Board already discussed the Policy Committee goals.

Mr. Weigold discussed the organizational goals.

- Regulatory Compliance – Mr. Weigold stated its mostly complete and ongoing.
- Staffing, vacancies, and overall staffing levels – in progress. Mr. Weigold stated we have combined the District Engineer and Utility Manager roles and are in the middle of recruiting for that role. We are constantly evaluating staffing needs. We are looking for a temporary role to assist Melissa Bland with the retrofit program.
- Labor relations – Mr. Weigold stated the Board is up-to-date and another update will be provided in closed session.
- Employee training – ongoing. Mr. Weigold stated we are continuing, especially in the utility area, for cross training.

Director Rice suggested the General Manager report about staff trainings at the end of the year.

- Develop and review the annual budget in a timely manner – completed. Mr. Weigold stated the next update will be in December.
- Complete the annual audit in a timely manner – Mr. Weigold stated the FY 17/18 is near completion. The plan is to start the FY 18/19 audit as soon as the FY 17/18 is complete.
- Implement the Tyler Incode financial software program – Mr. Weigold stated this is delayed pending the financial audit completion.
- Finalize water rights licensing – Mr. Weigold stated this is completed and the licenses have been received.

**D. DISCUSSION AND CONSIDERATION OF NEXT STEPS IN THE PROCESS OF OBTAINING A COASTAL DEVELOPMENT PERMIT FOR THE SUSTAINABLE WATER FACILITY**

Mr. Weigold introduced the item and provided a brief summary.

Public Comment:

Deryl Robinson

Crosby Swartz

Elizabeth Bettenhausen (submitted a written comment to the District Clerk)

Mr. Ogren provided a summary of the item and discussed the intent of the November meeting.

Public Comment:

Leslie Richards

President Pierson would like to recommend the Resources & Infrastructure Committee review the Urban Water Management Plan (UWMP). Do we need a consultant? What kind of consultant do we need?

The Board reached consensus to recommend the Resources & Infrastructure Committee discuss and consider the hiring of a consultant to assist in updating the Cambria 2020 Urban Water Management Plan (UWMP).

Director Howell would like to suggest a town hall meeting for this item.

President Pierson stated we will talk about this at the November Board meeting.

The Board of Directors took a break at 4:03 pm.

The Board of Directors reconvened at 4:10 p.m.

**E. DISCUSSION AND CONSIDERATION REGARDING APPROVAL OF FINANCE COMMITTEE'S MISSION STATEMENT AND 2019 GOALS AND OBJECTIVES**

Director Steidel introduced the item and provided a brief summary of the Finance Committee's mission statement and 2019 goals and objectives. She suggested updating them on an annual basis.

**Title: Moved to approve the Finance Committee's mission statement and 2019 goals and objectives.**

*Made by: Director Howell*

*Director Rice seconded the motion.*

**Ayes: Farmer, Howell, Pierson, Rice, Steidel**

**Motion Passed Unanimously – Ayes – 5, Nays – 0, Absent - 0**

**5. HEARINGS AND APPEALS (Estimated time: 15 Minutes per item)**

**A. PUBLIC HEARING IN ACCORDANCE WITH THE REQUIREMENTS OF PROPOSITION 218 ON THE PROPOSED RATE INCREASE FROM MISSION COUNTRY DISPOSAL FOR SOLID WASTE COLLECTION AND DISPOSAL SERVICES AND CONSIDERATION OF ADOPTION OF RESOLUTION 37-2019 ESTABLISHING SAID RATE INCREASES**

District Counsel introduced the item and provided a brief summary.

President Pierson opened the public hearing.

Public Comment:  
Laurie Vallens  
Donald Archer  
Jerry McKinnon

District Counsel addressed the rate methodology in the agreement and the rate study.

President Pierson closed the public hearing.

Ms. Dodson stated the count is complete. The District received 258 valid residential protests and 2 valid commercial protests, for a total of 260 valid protests, which is approximately 1,733 shy of the required 50% plus 1. 50% would be 1992 + 1 property owners, for a total of 1,993.

**Title: Moved in accordance with the requirements of Proposition 218 that the Mission Country Disposal's services fees be adopted and adopt Resolution 37-2019 approving Mission Country Disposal's 25.31 percent rate increase.**

*Made by: Director Steidel*

*Director Howell seconded the motion.*

**Motion Passed– Ayes – 3, Nays – 2, Absent - 0**

**Ayes: Howell, Pierson, Steidel**

**Nay: Rice, Farmer**

**6. FUTURE AGENDA ITEM(S) (Estimated time: 15 Minutes)**

President Pierson asked for any future agenda items.

President Pierson stated the Board will be moving the regular Board meeting on October 17, 2019 to October 24, 2019 at 2:00 p.m.

**7. ADJOURN TO CLOSED SESSION (Estimated time 60 Minutes)**

President Pierson asked for public comment. There was none.

President Pierson adjourned the meeting to closed session at 4:45 p.m.

**A.** Public Comment

**B.** CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Pursuant to Government Code Section 54956.9(d)(1)  
Name of Case: CCSD v. CDM Smith, Inc.; Case No. 18CVP-0318

**C.** CONFERENCE WITH LABOR NEGOTIATOR Pursuant to Government Code Section 54957.6 Agency Designated Representatives: General Manager, John F. Weigold, IV and Che Johnson; Employee Group: International Association of Fire Fighters (IAFF)

**D.** CONFERENCE WITH LABOR NEGOTIATORS Pursuant to Government Code Section 54957.6 Agency Designated Representatives: General Manager, John F. Weigold, IV and Che Johnson; Employee Organization: Services Employee International Union

**E.** PUBLIC EMPLOYMENT PERFORMANCE EVALUATION, pursuant to Government Code Section 54957(b)(1)  
Title: General Manager