

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@cambridiasd.org



CAMBRIA COMMUNITY SERVICES DISTRICT

I, Donn Howell, 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: **Thursday, December 16, 2021, 10:00 AM**. 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

Thursday, December 16, 2021, 10:00 AM

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/83353906467?pwd=QzFGYU5RcTVRa0hEVGg1WU9UZkowZz09>

Passcode: 589312

Or One tap mobile:

US: +16699006833,,83353906467# or +13462487799,,83353906467#

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: 833 5390 6467

International numbers available: <https://us06web.zoom.us/j/83353906467>

1. **OPENING**
 - A. **Call to Order**
 - B. **Pledge of Allegiance**
 - C. **Establishment of Quorum**
2. **PUBLIC COMMENT ON AGENDA ITEMS**
3. **CONSENT AGENDA**
 - A. **Consideration to Direct Staff to Advertise for an Open Position on the Policy Committee**
4. **REGULAR BUSINESS**
 - A. **Discussion and Consideration of PROS Commission, Standing Committee Chair and Liaison Appointments**

- B.** Discussion and Consideration to Recommend a Parks, Recreation and Open Space Commission (PROS) Third Alternate

5. 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

6. ADJOURN

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **3.A.**

FROM: John F. Weigold IV, General Manager

Meeting Date: December 16, 2021 Subject: Consideration to Direct Staff to
Advertise for an Open Position on the
Policy Committee

RECOMMENDATIONS:

Staff recommends that the Board of Directors direct staff to advertise for an open position on the Policy Committee.

FISCAL IMPACT:

There are minimal costs associated with this action, which would include staff time and advertising expenses. These costs will be funded from the General Fund's – Administrative Department.

DISCUSSION:

Leslie Richards, a member of the Policy Committee, resigned on September 14, 2021. In accordance with the Cambria Community Services District (CCSD) Standing Committee Bylaws, staff recommends that the Board of Directors direct staff to advertise to solicit candidates to fill the open position. This vacancy will be advertised for a minimum of two weeks in the local newspaper, on the CCSD website, and posted on all Cambria CSD public information bulletin boards. The Standing Committee Bylaws are attached for the Board's review. The selected candidate will serve the remainder of the term until February 18, 2023.

The current Policy Committee Chairperson is Donn Howell.

Staff recommends the Board direct staff to advertise for the open position on the Policy Committee.

Attachments: CCSD Standing Committee Bylaws
Policy Committee Appointment Schedule

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 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.
 - (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 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. 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 Committee.
- 3.3. No member of the committee shall hold more than one office.
- 3.4. Chairperson Duties:
 - (a) vote only in the event of a tie vote,
 - (b) preside over meetings,
 - (c) establish committee meeting agendas, consistent with direction from a majority of the Board of Directors,
 - (d) appoint appropriate ad hoc committees,
 - (e) sign reports,
 - (f) represent the Committee at regular CCSD Board meetings,
 - (g) coordinate with CCSD staff input for agenda preparation for the monthly Committee meetings,
 - (h) develop a meeting calendar, including joint Committee meetings, to be approved by the CCSD board.
- 3.5. Vice Chairperson duties:
 - (a) perform the duties of the Chairperson in their absence,
 - (b) act as liaison to another Standing Committee as determined by the Chairperson or a majority of the Committee.
- 3.6. Secretary duties:
 - (a) record 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:
 - the date, time and location of the meeting,
 - a list of the Committee members present and absent,
 - a record of reports presented and by whom,
 - the 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 action, individual Committee members should not create barriers to the implementation of any 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 (and Roberts 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 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 majority of a quorum of the CCSD Board of Directors.

Revised 11/10/2021

CAMBRIA COMMUNITY SERVICES DISTRICT**POLICY COMMITTEE****APPOINTMENT SCHEDULE**

Committee Members	Date Appointed	Term Expiration
Gordon Heinrichs – Vice Chair	2/18/2021	2/18/2023
Vacant - Secretary		2/18/2023
Ted Key	2/18/2021	2/18/2023
Claudia Worthen	2/18/2021	2/18/2023
Debra Scott	11/10/2021	2/18/2023

Ex Officio Board Member	Date Appointed
Donn Howell- Chairman	8/15/2019

At the end of a term of office, and with the request of the member and approval by the Committee, the CCSD Board of Directors may reappoint that member for additional two-year terms, in increments.

*Gordon Heinrichs was appointed to the vice chair position on 3/25/2021

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **4.A.**

FROM: John F. Weigold IV, General Manager

Meeting Date: December 16, 2021 Subject: Discussion and Consideration of PROS Commission, Standing Committee Chair and Liaison Appointments

RECOMMENDATIONS:

Staff recommends the Board of Directors review PROS Commission, Standing Committee Chair, and Liaison appointments, determine if the election of officers has any effect on the current appointments, and make new appointments, as necessary.

FISCAL IMPACT:

There is no fiscal impact associated with this item.

DISCUSSION:

The Board of Directors should review and appoint one CCSD Board Member as Chairperson to each standing committee. Section 2.3(a) of the CCSD Standing Committee Bylaws identifies the method of appointment stating, "The Chairperson shall be appointed by the President of CCSD Board of Directors, subject to Board approval." The Standing Committee Bylaws and the charts listing the appointments of the Standing Committee Chairperson and Committee Members are attached for the Board's review.

The current Committee Chairpersons are as follows:

- Finance Committee: Tom Gray
- Resources and Infrastructure Committee: Karen Dean
- Policy Committee: Donn Howell

Additionally, staff recommends that the Board review and make any new appointments and assignments to the Committee and Subject Matter Assignments list for ad hoc and liaison assignments. Staff also recommends that the Board appoint a liaison to the PROS Commission pursuant to PROS Commission Bylaw VII.D., which states, "The Board shall appoint Board liaison to the Commission for the purpose of improving the flow of communication between the entities."

Attachments: 2021 Committee and Subject Matter Assignments
 CCSD Standing Committee Bylaws
 Finance Committee Appointment Schedule
 Policy Committee Appointment Schedule
 Resources & Infrastructure Committee Appointment Schedule
 PROS Commission Appointment Schedule

2021 COMMITTEE AND SUBJECT MATTER ASSIGNMENTS

STANDING COMMITTEE ASSIGNMENTS			
	Director	Public Member	
Finance	Gray	Ted Siegler Mary Maher Marvin Corne Cheryl McDowell Karen Chrisman	<p>A. Provide review for transparent budget processes and financial management that promote fiscal stability and instill public trust. The committee shall support and work directly with the CCSD General Manager and Finance Manager in enhancing financial integrity and monetary discipline.</p> <p>B. Discuss and receive public input during committee meetings and advise the Board of Directors on financial matters.</p> <p>C. 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.</p> <p>D. Support other Standing Committees' fiscal review needs.</p>
Resources & Infrastructure	Dean	David Pierson James Webb Brad Fowles Steven Siebuhr Michael Thomas	<p>A. Assess existing resources and gather information regarding infrastructure and resource needs of the community. <i>(CIP?)</i></p> <p>B. The committee shall 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.</p> <p>C. Provide recommendations to the Board of Directors regarding actions to meet the community infrastructure needs.</p> <p>D. Support other Standing Committees' resource and infrastructure review needs.</p>
Policy	Howell	Vacant Gordon Heinrichs Ted Key Claudia Harmon Worthen Debra Scott	<p>A. Review existing operational and governance policies that the Board has identified as requiring assessment, update, or organization for consistency with other existing policies.</p> <p>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. Provide to the Board, through the committee chair, for definition of content, consideration of timing needs and</p>

			approval to proceed in policy development. C. The committee supports other Standing Committees' policy review needs.
AD HOC COMMITTEE ASSIGNMENTS			
Affordable Housing	Steidel Howell		
Board's Strategic Focus and Plan	Steidel Howell		
CDP/SWF	Steidel Dean		
Forest Management Alternatives	Farmer Gray		
Grants - Review	Finance Committee		
Inventory Existing District Policies and Make Recommendations to the Board	Howell Gray		
Low Income Rates	Farmer Gray		
Review Board and Standing Committee Bylaws Regarding Standing Committee Appointment Procedures	Howell Dean		
Review Policy Related to Intent to Serve Letters	Farmer Dean		
Tyler Incode	Howell Gray		
Water Efficiency	Resources & Infrastructure Committee		
LIAISON ASSIGNMENTS			
Cambria Fire Safe Focus Group	Gray	Varies	
Cambria Forest Committee	Farmer	Varies	
Friends of Fiscalini Ranch Preserve	Farmer	Varies	
North Coast Advisory Council	Dean	Varies	
San Simeon CSD	Howell	Varies	
California Coastal Commission	Dean	Varies	

PROS Commission		Steve Kniffen, Adolph Atencio, Joyce Renshaw, Kermit Johansson, Teri Lord, Stanley Cooper (Alternate), Jim Bahringer (Alternate)
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CAMBRIA COMMUNITY SERVICE DISTRICT STANDING COMMITTEE BYLAWS

1. SCOPE OF RESPONSIBILITY

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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:

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1.7.2 The Resources and Infrastructure Committee shall:

- (a) Assess existing resources and gather information regarding infrastructure and resource needs of the community;
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working within the bounds of current and potential resources and priorities of the District;

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- (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.
- (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 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.
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- 3.2. The Vice-Chairperson and Secretary shall be chosen annually by a majority of the Committee.
- 3.3. No member of the committee shall hold more than one office.
- 3.4. Chairperson Duties:
 - (a) vote only in the event of a tie vote,
 - (b) preside over meetings,
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 - (d) appoint appropriate ad hoc committees,
 - (e) sign reports,
 - (f) represent the Committee at regular CCSD Board meetings,
 - (g) coordinate with CCSD staff input for agenda preparation for the monthly Committee meetings,
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- 3.5. Vice Chairperson duties:
 - (a) perform the duties of the Chairperson in their absence,
 - (b) act as liaison to another Standing Committee as determined by the Chairperson or a majority of the Committee.
- 3.6. Secretary duties:
 - (a) record the minutes of the meetings in action form, ensuring the accuracy of when, how and by whom the Committee's business was conducted.
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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.).
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- 4.5. Committee members have the right to disagree with ideas or opinions, while being respectful. Once the Committee takes action, individual Committee members should not create barriers to the implementation of any 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.
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- 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 (and Roberts 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 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 majority of a quorum of the CCSD Board of Directors.

Revised 11/10/2021

CAMBRIA COMMUNITY SERVICES DISTRICT**FINANCE STANDING COMMITTEE****APPOINTMENT SCHEDULE**

Committee Members	Date Appointed	Term Expiration
Ted Siegler-Vice Chair	2/23/2021	2/18/2023
Karen Chrisman	11/10/2021	2/18/2023
Mary Maher- Secretary	2/23/2021	2/18/2023
Marvin Corne	1/17/2019	2/18/2023
Cheryl McDowell	1/17/2019	2/18/2023

Ex Officio Board Member	Date Appointed
Tom Gray - Chairman	12/17/2020

At the end of a term of office, and with the request of the member and approval by the Committee, the CCSD Board of Directors may reappoint that member for additional two-year terms, in increments.

*Ted Siegler was appointed as vice chair on 2/23/2021.

*Mary Maher was appointed as secretary on 2/23/2021.

Revised 11/10/2021

CAMBRIA COMMUNITY SERVICES DISTRICT**POLICY COMMITTEE****APPOINTMENT SCHEDULE**

Committee Members	Date Appointed	Term Expiration
Gordon Heinrichs – Vice Chair	2/18/2021	2/18/2023
Vacant - Secretary		2/18/2023
Ted Key	2/18/2021	2/18/2023
Claudia Worthen	2/18/2021	2/18/2023
Debra Scott	11/10/2021	2/18/2023

Ex Officio Board Member	Date Appointed
Donn Howell- Chairman	8/15/2019

At the end of a term of office, and with the request of the member and approval by the Committee, the CCSD Board of Directors may reappoint that member for additional two-year terms, in increments.

*Gordon Heinrichs was appointed to the vice chair position on 3/25/2021

Revised 2/22/2021

CAMBRIA COMMUNITY SERVICES DISTRICT**RESOURCES & INFRASTRUCTURE COMMITTEE****APPOINTMENT SCHEDULE**

Committee Members	Date Appointed	Term Expiration
David Pierson – Vice Chair	2/18/2021	2/18/2023
Brad Fowles - Secretary	2/18/2021	2/18/2023
James Webb	2/18/2021	2/18/2023
Steven Siebuhr	2/18/2021	2/18/2023
Michael Thomas	2/18/2021	2/18/2023

Ex Officio Board Member	Date Appointed
Karen Dean- Chairman	12/17/2020

At the end of a term of office, and with the request of the member and approval by the Committee, the CCSD Board of Directors may reappoint that member for additional two-year terms, in increments.

*David Pierson was appointed vice chair on 2/22/2021.

*Brad Fowles was appointed secretary on 2/22/2021.

CAMBRIA COMMUNITY SERVICES DISTRICT



PARKS, RECREATION AND OPEN SPACE COMMISSION

APPOINTMENT SCHEDULE

Adopted by the Board of Directors on 11/20/2021

Commissioner	Date Appointed	Term Expiration
Steve Kniffen - Chairperson	11/14/2019	11/14/2023
Adolph Atencio - Vice Chairperson	11/14/2019	11/14/2023
Joyce Renshaw - Secretary	11/14/2019	11/14/2023
Kermit Johansson	11/15/2018	11/15/2022
Teri Lord	12/13/2018	12/13/2022
Stanley Cooper - Alternate	01/14/2021	01/14/2025
Jim Bahringer - Alternate	01/14/2021	01/14/2025

Ex Officio Members	Date Appointed
Friends of the Fiscalini Ranch Preserve	02/01/2010
Coast Unified School District	02/01/2010
SkateCambria, Juli Amodei	11/20/2021

TO: Board of Directors

FROM: John F. Weigold IV, General Manager

AGENDA NO. **4.B.**

Meeting Date: December 16, 2021 Subject: Discussion and Consideration to Recommend to the Parks, Recreation and Open Space Commission (PROS) to add a Third Alternate to the Commission

RECOMMENDATIONS:

Staff recommends that the Board of Directors discuss and consider a recommendation to the Parks, Recreation and Open Space (PROS) Commission to add a third alternate to the Commission.

FISCAL IMPACT:

No fiscal impacts are associated with this item.

DISCUSSION:

The PROS Commission bylaws Sections III. A and E of the PROS Bylaws provides as follows:

- A. The Commission shall consist of five members with full voting privileges. Commission shall interview applicants and forward recommendations on appointments for consideration by the Board of Directors. Commissioners shall be appointed by a majority vote of the Board of Directors.

- E. From the PROS recommended list of applicants, the CCSD Board of Directors may appoint up to three Alternate Commissioners who may substitute for absent members at the request of the Chair. Such Alternate Commissioners may participate in any PROS activities, as directed by the Commission Chair, but shall not have a vote on matters of interest to the Commission unless serving in the place of a Regular Commission Member.

The PROS Commission roster currently includes two Alternate Commissioners, so a third Alternate Commissioner may be added. Staff recommends that the Board discuss and consider adding a third Alternate Commissioner.

Attachments: PROS Appointment Schedule

CAMBRIA COMMUNITY SERVICES DISTRICT



PARKS, RECREATION AND OPEN SPACE COMMISSION

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Resources & Infrastructure Committee Report for Dec 9 2021 CCSD Meeting

The Resources & Infrastructure Committee meet, via Zoom, on November 8, 2021. All committee members were present. Staff present were Utilities Manger Ray Dienzo and Board Secretary Ossana Terterian.

The Committee received an update on the PG&E SST IGA from Utilities Manger Ray Dienzo. The Final IGA Report was in its final stage, and was expected to be received by staff that day for presentation at the next Board Meeting.

An update from the Ad Hoc Committee on the General Fund CIPs was given by Vice Chair David Pierson. The Ad Hoc has worked on their prioritization system, and was awaiting further information on the General Fund CIPs from Staff.

An update from the Ad Hoc Committee on the Enterprise CIPs was given by Chair Karen Dean with additional input from Ad Hoc Committee members Steven Siebuhr and Michael Thomas. The Ad Hoc reported that they had met twice with WWTP Staff, as well as another meeting with just the Ad Hoc members, had reviewed the WWTP CIPs, and worked on prioritization methods for the Water and Wastewater CIPs.

The two Ad Hoc Committees discussed the differences in their prioritization methods, and whether to try to make their criteria more in line together within the two committees.

There will not be an R&I meeting in December.

Respectfully submitted,
Director Karen Dean, R&I Chair

NCAC Liaison Report for December 9 2021 CCSD Meeting

The NCAC meeting was held on Wednesday November 17, 2021 via Zoom.

The Council discussed the proposed redistricting maps for the SLO County Supervisory Districts, and moved to recommend Plan A. Outreach Committee Chair Karen Chrisman was tasked with drafting a letter regarding the NCAC Council recommendation to present to the NCAC Chair Brian Glusovich for his signature and send the letter to the Board of Supervisors.

A report was given by the SSCSD Board Liaison Gwen Kellas. There are two San Simeon CSD Board openings due to resignations. The Board approved a proposal from Akel Engineering for an Urban Water Management Plan, and a proposal from Stillwater Sciences for an Instream Management Plan with the goal of lifting their moratorium. The SSCSD also received a proposal from Cooperative Strategies for redistricting services, and are looking at other redistricting services that might be of a lower price.

Supervisor Bruce Gibson talked about the Cambria Christmas Market, and reported that the applicant pulled their permit application and agreed to hold the Market under the conditions laid out within their 1990's hotel and restaurant permit. The planning department is working on an agreement with the Lodge as to what will be allowed. County Planning Supervisor Siong is also working with Dirk Winter on the Christmas Market.

Mike McDonough from the CCHD reported that their staff was fully vaccinated. He also announced that there was going to be a drive through vaccine clinic for both Covid and Flu vaccines at the CHC parking lot November 20. The CCHD was also going to hold classes in CPR for Leffingwell students on November 19.

The Land Use Committee had two referrals from the SLO County Planning Department. One was for a lot line adjustment, and the other was for a vacation rental and a bed and breakfast in Harmony. The Council approved both referrals.

The Outreach Committee has been working on new trifold brochures for the NCAC, including a Spanish language version.

Environmental Representative Kitty Connolly talked about the progress of the designation of the Chumash Heritage Marine Sanctuary. The FFRP is working on non-native ice plant removal on the Fiscalini Ranch, and the post Thanksgiving tree planting has been postponed as the seedlings are too small to survive.

In her Agriculture report, Beth Kendall relayed that Governor Newsom signed AB1346 which will ban the sale of small engine devices like chain saws and leaf blowers.

Tala Romero, in her Hispanic Representative report, said that they are working with Toys 4 Tots on Christmas gifts for kids, and there is a drive through planned at the Santa Rosa Church on Dec 4 for donations of new clothing and money for children in need. Tala also reported that the County Health Department will be coming to the local schools in December and January to provide vaccinations.

There will not be an NCAC meeting in December.

Respectfully submitted,
CCSD Director Karen Dean, Board appointed NCAC Liaison

California Coastal Commission Liaison Report for Dec 9, 2021 CCSD Meeting

The California Coastal Commission met, via Video & Teleconference, November 17, 18, and 19, 2021.

There were several things of interest to our community.

Dr. Charles Lester, the Director of the Ocean and Coastal Policy Institute at UC Santa Barbara, gave a presentation on Public Trust Tidelands and Sea Level Rise.

The State Lands Commission and the California Coastal Commission have been working collaboratively on the issue of sea level rise as part of the Coastal Commissions Strategic Plan. The two agencies engaged Dr. Lester as a consultant to write this report on how the agencies can continue to work to protect Public Trust Tidelands resources in the face of sea level rise. The two teams are planning to analyze Dr Lester's recommendation, together with their own findings, and create an action plan for future tasks which will be brought back before the Coastal Commission for adoption.

Dr. Lester's report focused on the public trust tidelands, which are the areas between the mean low tide line and the mean high tide line, and the protection of the public's tideland interests such as their right to access for recreation, commerce, navigation, fisheries, and scenic and wildlife preservation, in the face of sea level rise which is causing these tideland spaces to move inland.

Dr. Lester showed many slides where the shoreline is migrating further inland towards existing development, and expressed the need to identify zones of concern where development setbacks would need to increase to protect current and projected future tideland locations, and he recommended updating permit filing requirements to insure sufficient information to address protection of these areas of concerns. He stated that future shoreline development, especially structures, could have a huge impact on tidelands through encroachment, displacement, public access interference, and erosion. He also spoke to the challenges of achieving balance between public and private interests while protecting the public's tidelands. Next steps will be continued work between the two agencies on strategies to deal with sea level rise and consideration of adoption of some of the recommendations in Dr. Lester's report.

The Appeals for both the Hadrian and Bookout Single Family Home CDP's were brought before the Coastal Commission. These projects were appealed by Commissioners Escalante and Hart, as well as by three local Cambrian residents. The Commission again found Substantial Issues, and de Novo Hearings were continued to a later date.

The next California Coastal Commission meetings will be December 15, 16, and 17, 2021.

Respectfully submitted,
CCSD Director Karen Dean, Board appointed liaison to the CCC

Friends of the Fiscalini Ranch Preserve meeting report from Tuesday, November 9, 2021

Executive Director Kitty Connolly began the meeting with an update on the Boardwalk that will connect the Bluff Trail with the Fire Road on the lower Ranch. Regarding the cost of the project, a very rough estimate has been received from the California Conservation Corps totaling \$245,000, a bit lower than the recent quote from the Wallace Group. Folks from the CCC will soon be making a site visit to further assess the situation. Potential grant funding for this project may last for up to three years. Also, adjustments may be considered regarding the design to lessen the angle of the Boardwalk to lower the cost.

The "Borrow a Bell" program continues to be a success, especially with the new attractive dispensing locations getting folks attention. Bike riders are certainly making good use of them.

Tree planting, which has been a success over the years and usually takes place the weekend after Thanksgiving, is being postponed for a while, as the 300 or so seedlings are relatively small in size at this time. Feeding the seedlings to give them a boost is taking place.

Speaking of seedlings and planting in general, plans are being developed to build a Restoration Nursery to grow a variety of plants to enhance the appearance of the Ranch. Three grants totaling just over \$15,000 to fund the project have been obtained, and the collecting of seeds along the Bluff trail is already taking place. A long term fixed location for the Nursery has yet to be determined, but the plan is to place it on Ranch property.

A local tree service has recently made quick work of removing a very large amount of ice plant from various benches along the Bluff trail and elsewhere. Of course many local volunteers have been doing this work for years, and Sierra Club volunteers will be providing help in this area in early December. Long time organizer Brian Morgan and Michael Thomas will be of assistance. Also, Monarch Butterflies are returning to the Central Coast in encouraging numbers after years of decline. Volunteers are being requested for the Thanksgiving Monarch Grove counting on the Ranch.

The highly respected Old Growth Forest Network has asked FFRP to become part of their organization. The Old Growth Forest Network is the only national organization dedicated to highlighting protected old growth native forests and to inform people of all generations where they can experience the biodiversity and the beauty of nature. This is quite an honor and again acknowledges our good fortune to have the "Jewel of the Central Coast" in our wonderful community .

Following up on the past two meetings, encroachment on the Ranch was briefly discussed. Hiring an attorney/consultant to research similar situations in other parts of California, and then bring recommendations to the FFRP Board as to how to address this issue, is being considered.

Two more successful astronomy walks recently took place. Other educational walks such as: What Rain Brings to the Forest, and Conversations with the Forest, are on the horizon, as is the Family Walk on the Fiscalini Ranch Preserve the morning after Thanksgiving, a wonderful opportunity for children to learn about the plants and animals in the forest.

Tee shirts, hats, bells, puzzles, wrapping paper and tea towels have been ordered for holiday shopping, and the FFRP store at 604 Main St will be open on Cambria Hospitality Day from 1-8PM on Monday, December 7th, as well as the usual Thursday and Saturday.

The annual "Songs For The Season" event is still happening on Saturday, December 11th from 2:00-4:30 PM at Fog's End Barn. It's a time to gather and celebrate with friends and song, drink and good food. Tickets are available at the FFRP web site and the FRP store. The hope is the Yellow Tier will apply by that time, and the mask mandate will not be enforced. Vaccination status may be requested at the event.

Finally, a date for the Annual FFRP Board meeting is being considered, as is the setting of Board Goals and Objectives for 2022.

The next FFRP Board meeting is Tuesday, December 8th at 4:00 PM via Zoom.

This summary written by CCSD Board Director Harry Farmer.

Cambria Forest Committee meeting Wednesday, November 10, 2021

In attendance at this evening's meeting were CFC Board members Crosby and Laura Swartz, recording secretary Christine Heinrichs, Bob Fountain from Greenspace the Cambria Land Trust, Neil Havlik from the local chapter of the California Native Plant Society, and CCSD Board Director Harry Farmer.

Interestingly, this meeting began with a brief discussion of a petition submitted by the California Native Plant Society in August 1999 to list the Monterey Pine as an Endangered Species. Due to the large number of comments submitted on this topic at that time, the petition was temporarily withdrawn and for some reason never resubmitted. It appears various regulatory agencies have differing opinions on this topic, including that Monterey Pine trees may be endangered in some areas but not in others. It's possible new information on this subject has come to light in the past twenty years or so, and therefore investigating this subject once again may be worth doing.

Also brought up was the Agenda Item at today's (Wednesday, November 10th) CCSD Board of Directors meeting regarding the Finance Ad Hoc Committee findings identifying Underfunded, Under-Resourced and Understaffed Services. Of interest was the statement to attempt to Divest as many Vacant Lots as possible Owned by the Cambria CSD. Oddly, while this topic was addressed in the original findings of the Ad Hoc Committee, it was not included in the document submitted to the Board today. Also noted was that a statement in the report regarding insufficient revenue available to the District to provide the same service at the same level to the community moving forward. The original statement was seriously watered down to apparently make circumstances appear less urgent. As a result of both of the above topics being either significantly edited or removed, the District Board voted to return the findings to the Finance Committee for further discussion.

Under New Business, we discussed the recent gathering at Camp Ocean Pines to consider planting Monterey Pine seedlings at the Camp. Attending that outdoor happening were COP Executive Director Andrew Boyd-Goodrich, Crosby and Laura Swartz, Gordon and Christine Heinrichs, Greenspace President John Seed, local Arborist Blair McCormick, and Harry Farmer. Greenspace has offered to provide 50 seedlings to this project at a discount, and as a result the Forest Committee has submitted a grant application for \$650 to fund the project. There is a greenhouse on COP property to grow seedlings of various plants as well as Monterey Pines. It was acknowledged that having the youth involved in this project would be a most positive experience for the kids as well as adults.

Further discussion took place regarding the Covell Ranch Fuel Reduction Project recently approved by the California Coastal Commission. Apparently two roughly one acre test plots will very soon be established to examine various options in this project. For example, cutting down 8" in diameter or smaller trees in one plot, and 4" or less in the other. It appears a mechanical masticator will be used on both plots, though one would hope tree and plant removal could be done more by hand on one of the plots to assess the difference in this approach. The location of the plots on the roughly 200 acres southwest of the cemetery is not known at this time, but will be shown at a small gathering of folks on Friday, November 12th, including members of the local chapter of the CA Native Plant Society. Establishing these plots will begin on Monday, November 15th. Overall the Covell Ranch FRP is a 10 year program to improve forest health, protect and restore habitat, and increase fire resilience.

A report was given regarding the CCSD Forest Management Ad Hoc Committee. Various members of the SLO County Fire Safe Council, the Upper Salinas/Las Tablas Resource Conservation District,

Cambria Forest Committee President Crosby Swartz, John Seed President of Greenspace and other organizations have been represented at the Zoom meetings that have taken place since March 2021. The goal of the Committee is to address forest health in Cambria, and hopefully hire a Forest Manager/Ecologist to provide professional guidance in this area. A Zoom conversation with Dylan Skybrook, manager for the Santa Cruz Mountains Stewardship Network, will take place on Monday, November 15th, to discuss how his group has addressed forest management.

A member of the public in attendance remarked on the fact that diversity is at the heart of a healthy forest. However, this person also stated that many folks have told her the local hiking area known as Strawberry Canyon is messy, appears unhealthy and not maintained. It was speculated that perhaps Strawberry Canyon is being compared to the Fiscalini Ranch and its appearance. Of course the Ranch is maintained by both employees of the CCSD, volunteers from FFRP, at times Cal Fire and other agencies or local hired tree services. Of major discussion was, what constitutes a healthy forest, and essentially how does nature take care of itself, especially without intervention from mankind? Does the general appearance of a forest indicate overall health? Perhaps there's a need for public education in this area as to what is a healthy forest!

Discussed at the CFC October meeting was having Bryant Baker from Las Padres Forest Watch provide a presentation on how his group's efforts and advocacy regarding forest protection could perhaps be applied to Cambria. It is hoped this event will be arranged for early 2022.

At present, the next Cambria Forest Committee meeting is scheduled for Wednesday, December 8th, 2021 at 5:30PM via Zoom.

This report written and provided by CCSD Director Harry Farmer.

Ad Hoc Forest Management Committee Report and Update

The Cambria Community Services District Board of Directors Ad Hoc Forest Management Committee has continued to gather together on a mostly regular monthly basis since our initial meeting on Thursday, April 1, 2021. Regular attendees have included representatives from the Cambria Forest Committee, Greenspace the Cambria Land Trust, Friends of the Fiscalini Ranch Preserve, the Cambria CSD Facilities and Resources Department, and Board Directors Tom Gray and Harry Farmer.

In addition, several guest presenters and advisors have attended to provide information regarding forest management, forest health and fuels treatment, ecological restoration, and grant funding. Guests have included Registered Professional Forester Steve Auten, who along with Cal Fire is overseeing the 10 year Forest Health Fuels Reduction Project on the Covell Ranch; Dan Turner, manager of the San Luis Obispo County Fire Safe Council; Devin Best, Executive Director of the Upper Salinas-Las Tablas Resource Conservation District; Andrew Johnson, Forest Ecologist with the US-LT RCD; and Dylan Skybrook, manager of the Santa Cruz Mountain Stewardship Network.

All of these consultants have provided valuable insight and guidance as to how our Committee can achieve its long term goals, which are to assess the most productive ways to address and improve forest health for all of Cambria, and to ultimately obtain grant funding to hire a Forest Manager/Ecologist. One of the major results of this process will be to reduce the possibility and severity of wildfire in Cambria.

Currently employees from the CCSD Facilities and Resources Department, in conjunction with volunteers from FFRP, Cal Fire, and local tree service companies, maintain the health and resiliency of the over 400 acre Fiscalini Ranch Preserve for locals and visitors to enjoy and appreciate. As mentioned above, there is a long term project presently under way to restore the health and vigor of the Covell Ranch, which includes part of the Monterey Pine Forest in our community. It is hoped that future long term efforts regarding improving and maintaining forest health will include other preserved areas such as Strawberry Canyon and Fern Canyon, properties owned by private landowners and residents, including the Cambria CSD, and ultimately all of Cambria.

Committee Goals for the coming year will likely include an updating of the Cambria Forest Management Plan that was first initiated in September 1998, as well as making contact with the California Coastal Conservancy in hopes of obtaining grant funding to hire a Forest Manager/Ecologist.

We are hoping that our January meeting will include a representative from Los Padres Forest Watch, who will possibly provide a different perspective as to forest health and maintenance, and an update regarding future efforts in creating a more harmonious relationship with the natural world that surrounds us.

This report written and submitted by Board Director Harry Farmer