

Pursuant to Governor Newsom's Executive Order N-29-20, 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 Deputy District Clerk at boardcomment@cambriacsd.org.



CAMBRIA COMMUNITY SERVICES DISTRICT

Thursday, October 8, 2020 - 2:00 PM

AGENDA

REGULAR MEETING OF THE CAMBRIA COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

Please click the link below to join the webinar:

<https://zoom.us/j/96660810245?pwd=d3VzTWwzcGZDUWdJeUp5OVINSVQrQT09>

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US: +16699006833,,96660810245# or +13462487799,,96660810245#

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Webinar ID: 966 6081 0245

International numbers available: <https://zoom.us/u/abCeU7puy2>

1. OPENING

- A. Call to Order
- B. Pledge of Allegiance
- C. Establishment of Quorum
- D. Report from Closed Session
- E. Agenda Review: Additions/Deletions

2. COMMISSION REPORT

- A. PROS Chairman's Report

3. 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.

4. REGULAR BUSINESS

- A.** Discussion and Consideration Regarding PROS Project Recommendations, Approval to Proceed with Community Park Restroom Design and Adoption of Resolution 49-2020 Amending the Fiscal Year 2020/2021 Budget
- B.** Discussion and Consideration of Ad Hoc Committee Recommendations Regarding Amendments to Standing Committee Bylaws
- C.** Discussion and Consideration to Adopt Resolution 48-2020 Regarding the Local State of Emergency Declaration

5. FUTURE AGENDA ITEM(S)

Requests from Board members to receive feedback, direct staff to prepare information, and/or request a formal agenda report be prepared and the item placed on a future agenda. No formal action can be taken except to direct staff to place a matter of business on a future agenda by majority vote.

6. ADJOURN

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **4.A.**FROM: John F. Weigold IV, General Manager
Pamela Duffield, Finance Manager

Meeting Date: October 8, 2020	Subject: Discussion and Consideration Regarding PROS Project Recommendations, Approval to Proceed with Community Park Restroom Design and Adoption of Resolution 49-2020 Amending the Fiscal year 2020/2021 Budget
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RECOMMENDATIONS:

Staff recommends that the Board discuss the Parks, Recreation and Open Space (PROS) Commission's recommendations for future projects, direct CCSD staff to proceed with design of the community park restroom on the East Ranch and adopt Resolution 49-2020 amending the FY 2020/2021 Budget. This budget amendment is requested to reflect the awarded and accepted San Luis Obispo County Beautification and Infrastructure Grant (BIG).

FISCAL IMPACT:

There is no impact to the General Fund – PROS budget as no matching funds are required in accepting the San Luis Obispo County Beautification Grant in the amount of \$20,000.

The cost of proceeding with any or all of the PROS Commission recommended projects is outlined in Attachment 01 and would require a future budget amendment.

DISCUSSION:

The PROS Commission has recommended four projects for future recreational facilities in the Cambria community. Staff has been notified that the District will be authorized by the California Department of Parks and Recreation's Office of Grants and Local Services (OGALS) for a grant up to \$177,000 over the next four years. The grant can be used for parks and recreation purposes and will require a match of 20%, or approximately \$35,400. Application(s) must be submitted by December 2021.

The CCSD also was awarded a BIG from San Luis Obispo County for the purpose of designing a community park restroom on the East Ranch. The grant application was submitted and subsequently awarded on September 3, 2020, with a defined performance period of July 1, 2020 to June 30, 2021. The grant was accepted by CCSD under the authority of the General Manager.

In order for District staff and the PROS Commission to proceed with project planning, staff recommends that the Board discuss and provide direction to proceed with one or more projects. Staff recommends that the Board discussion should consider, but is not limited to, aspects of the projects as to the needs and requirements of the community, age groups served, activities and events to provide, budget allocations, staffing requirements, parameters for facilities, lifecycle costs, future maintenance costs of such facilities, etc.

Staff also recommends the Board approve Resolution 49-2020 amending the FY 2020/2021 budget to appropriate both revenue and expense necessary to receive the BIG funding and direct staff to proceed with design of the community park restroom.

Attachments: PROS Project Recommendations for 2020
Resolution 49-2020 and Exhibit A
Award Letter from San Luis Obispo County
Cambria California Skatepark Concept
Location Map
Skate Pictures

PROS Projects for 2020

The PROS Commission has selected the following Projects as candidates for potential funding to PROS in 2020. These projects are also candidates for available grant applications. The Table below is a list of the projects in order of priority for implementation when available funds are appropriated.

Projects under consideration:

- **Community Park Restroom**
- **Cambria Skate Park**
- **Bicycle Commuter System**
- **Fitness Trail Loop around Community Park**

Project Name	Description	Estimated Cost
<p style="text-align: center;"><u>Community Park Restroom</u></p> <p>The Community Park is the major project of the PROS Commission and is now in Phase 2. Phase 1 was the development of a Parking Lot, the Dog Park, and the park area was graded for sport fields. The first project for Phase 2 is to install a restroom for visitors attending the Community Park</p>	<p>The restroom building will be designed to conserve water and will have easy to clean surfaces inside and out. In addition, the finishes within will be designed to be vandal proof. The building will have separate male and female sides and have a storage room for maintenance tools and supplies. PROS will describe necessary elements for the building with a design contractor.</p>	<p>Depending on the design and or selection of a pre fabricated structure and the necessary preparation of the site and plumbing and drain system. The estimated cost of the envisioned structure will be approximately \$300K</p>

Project Name	Description	Estimated Cost
<p data-bbox="317 548 646 586"><u>Cambria Skate Park</u></p> <p data-bbox="201 634 741 922">This project will replace the old Skate Park that was next to the Cambria Library. A new Skate park will be constructed on the same site and will be a modern rendition with concrete skate ways and more adapted to the site.</p>	<p data-bbox="783 548 1329 1138">The proposed Skate Park will be a community effort involving a citizens group recently formed to raise money in the community and apply for possible grants. The construction of the Park will require PROS to hire a Design Architect to layout the Park and plan for construction. In addition, suggestions have been made to landscape the site around the Skate Park surface so that the community can enjoy using that landscape area for rest and relaxation.</p>	<p data-bbox="1365 548 1923 1138">The cost of the Skate Park will depend on the final design of the park and surrounding area. Estimated cost of the Skate surfaces is approximately \$45 per square foot (based on new park designs in other communities) and the landscaped area depends on whether a retaining wall along the back hill site is required. Total cost will depend on the design chosen and cost of landscaping. Estimated cost could range from \$300,00 - \$800,000 depending on design choices.</p>

Project Name	Description	Estimated Cost
<p data-bbox="268 583 688 618"><u>Bicycle Commuter System</u></p> <p data-bbox="193 670 743 919">This project would develop a series of trails for bicycle riders to explore Cambria without intermixing with auto traffic. The trails would include routes to schools and to the East and West Villages.</p>	<p data-bbox="785 583 1339 919">PROS will explore paths that could be constructed from our neighborhoods to points of interest. Paths from neighborhoods to community schools, to the East and West villages and to the Beach and open space, etc. would be candidates for inclusion.</p>	<p data-bbox="1367 583 1921 963">The cost of the trail system will depend on construction of the trails and on land/easement purchases that may be necessary to complete a trail to designated locations from the neighborhoods. Initial funding to start the trail system may be ~ \$200K to design and build a selected trail, For example, a trail to a school.</p>

Project Name	Description	Estimated Cost
<p data-bbox="220 329 745 410"><u>Fitness Trail around Community Park</u></p> <p data-bbox="193 459 745 706">Since the Community Park is an active recreation site, the installation of a fitness trail would provide outdoor exercise stations in addition to a jogging trail around the perimeter of the park.</p>	<p data-bbox="787 329 1333 914">The fitness trail with Exercise Stations will provide a combination of jogging and higher intensity exercises for physical fitness. Up to ten stations may be installed. Each station would have varying levels of an exercise so that young age to Seniors can workout to their own pace. For example Station One may be a Stretching exercise to prepare your body for the circuit. Each station along the trail would be designed to work on an area of your body fitness.</p>	<p data-bbox="1369 329 1900 662">The cost will involve laying down the trail, and designing each station along the way. Cost will depend on materials used and whether pre fabricated equipment is used or is built in-house. Estimated cost for trail design, fitness equipment and installation may be up to ~ \$25,000</p>

RESOLUTION NO. 49-2020
October 8, 2020

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
AMENDING THE FISCAL YEAR 2020/2021 BUDGET

WHEREAS, on August 20, 2020, the Board of Directors adopted Resolution 42-2020 approving the final budget for Fiscal Year 2020/2021; 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 2020/2021 Budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cambria Community Services District that the Fiscal Year 2020/2021 Budget is hereby amended as shown on Exhibit "A," attached hereto and incorporated herein by this reference.

PASSED AND ADOPTED this 8th day of October, 2020.

Harry Farmer
Board President

ATTEST:

APPROVED AS TO FORM:

Haley Dodson
Deputy District Clerk

Timothy J. Carmel
District Counsel

CAMBRIA COMMUNITY SERVICES DISTRICT
 2020-2021 FISCAL YEAR BUDGET
 RECOMMENDED BUDGET ADJUSTMENT

Budget Reallocations

<u>Fund</u>	<u>Date</u>	<u>Agenda Item</u>	<u>Purpose</u>	<u>Sources</u>	<u>Uses</u>
General Fund - PROS			County of San Luis Obispo BIG Grant - Add New Budget	\$ 20,000	\$ -
General Fund - PROS			Professional Services - Add New Budget	\$ -	\$ 20,000
			Fund Sub-Total	\$ 20,000	\$ 20,000
			Difference (unidentified sources of funding)	\$ -	



COUNTY OF SAN LUIS OBISPO
ADMINISTRATIVE OFFICE
Wade Horton, *County Administrator*

July 17, 2020

Cambria Community Services District
Parks, Recreation, and Open Space Committee
Stephen Kniffen, Chairman
1316 Tamsen Dr.
Cambria, CA 93428

RE: Beautification and Infrastructure Grant (BIG) Program

Dear Mr. Kniffen:

On July 7, 2020, your organization was approved for a Beautification and Infrastructure grant (BIG) by the County of San Luis Obispo Board of Supervisors. To receive grant funding, the enclosed agreement needs to be signed and returned to me at the address below:

County of San Luis Obispo
Administrative Office
c/o Courtney Pene
1055 Monterey Street, Ste. D430
San Luis Obispo, CA 93408

The following are some helpful tips:

- 1) Please provide TWO signatures in the "Applicant" signature block (see additional information attached), otherwise the agreement will be returned
- 2) Please only add your signatures and leave the date of the agreement blank as that section will be filled out upon execution.
- 3) To expedite funding disbursement, please return the original wet copy agreement by **August 17, 2020** to the County address above.

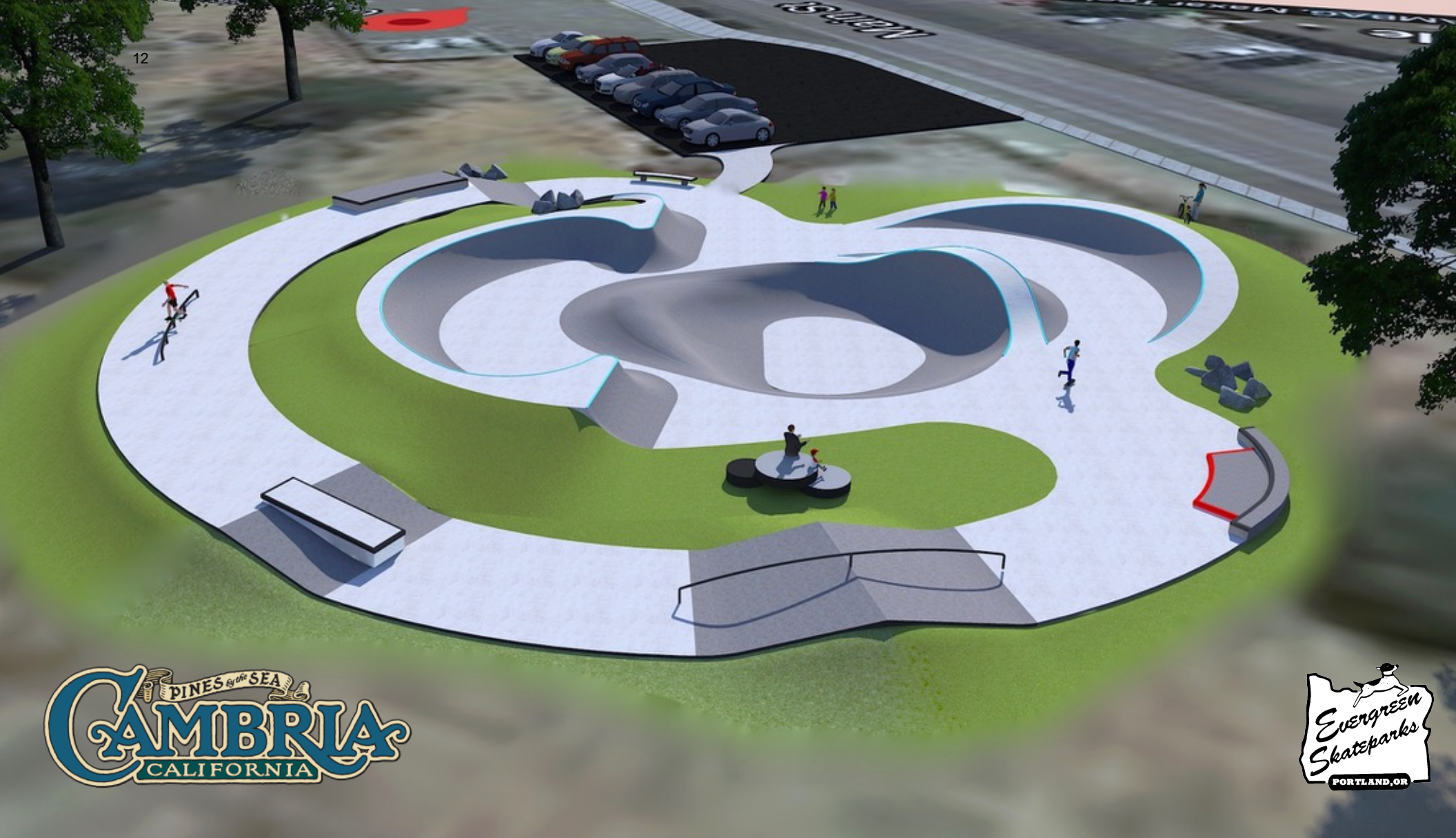
The enclosed agreement includes as the scope of work (Exhibit A) based on grant submittal. You will be required to submit a year-end report in September of 2021 in a format that will be sent out in the near future. If you have any questions, please call me at 805-788-2642.

With gratitude,

Courtney Pene
Administrative Analyst

County of San Luis Obispo Government Center

1055 Monterey St., Ste. D430 | San Luis Obispo, CA 93408 | (P) 805-781-5011 | (F) 805-781-5023
admin@co.slo.ca.us | slocounty.ca.gov



CAMBRIA, CALIFORNIA SKATEPARK CONCEPT









CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **4.B**

FROM: John F. Weigold IV, General Manager

Meeting Date: October 8, 2020Subject: Discussion and Consideration of Ad Hoc
Committee Recommendations
Regarding Amendments to Standing
Committee Bylaws

RECOMMENDATIONS:

Staff recommends that the Board of Directors discuss and consider the recommendations of the ad hoc committee regarding amendments to the Standing Committee Bylaws.

FISCAL IMPACT:

There are no fiscal impacts associated with this item.

DISCUSSION:

At its September 10, 2020 meeting, the Board of Directors considered an item regarding the Standing Committees, their direction, how they function, and their interaction with the Board of Directors. After discussion, Director Rice recommended that an ad hoc committee be appointed to recommend changes to the Standing Committee Bylaws and the item return for further discussion and consideration. Accordingly, President Farmer appointed Vice President Steidel and Director Rice to the ad hoc committee. The committee has met several times and is recommending amendments to the Standing Committee Bylaws to address these issues, as shown in the attached redline.

Attachments: Redline of Standing Committee Bylaws

CAMBRIA COMMUNITY SERVICE DISTRICT STANDING COMMITTEE BYLAWS

~~1. STATEMENTS OF PURPOSE~~

~~1.1. Finance Committee~~

- ~~(a) The Finance Committee serves as an advisory resource to the Cambria Community Services District Board of Directors with the purpose of providing oversight for transparent budget processes and financial management that promote fiscal stability and instill public trust. In addition, the Committee supports and works directly with the CCSD General Manager and Finance Manager in enhancing financial integrity and monetary discipline.~~
- ~~(b) At the direction of the CCSD Board of Directors, the Committee: 1) discusses and receives public input and advises the Board on financial matters; 2) provides financial review, assessment and recommendations to district staff and CCSD Board of Directors regarding potential projects available to the district by private, public, county or state entities, including preparation of Finance priorities for submission to the CCSD staff.~~
- ~~(c) Apart from their normal function and as part of this advisory resource, Committee members have no individual authority and may not represent the Committee or the CCSD in any policy, act or expenditure.~~
- ~~(d) The Committee maintains collaborative working relationships with the public, other standing committees and the CCSD Board of Directors. The Committee supports other standing committees' fiscal review needs.~~

~~1.2. Resources and Infrastructure Committee~~

- ~~(a) The Resources and Infrastructure Committee serves as an advisory resource to the CCSD Board of Directors on matters concerning infrastructure and resources. Committee's purpose is to: 1) assess existing resources and gather information regarding infrastructure and resource needs of the community; 2) establish a collaborative working relationship with the public and the CCSD Board of Directors; 3) create plans for meeting the needs of the community within the bounds of current and potential resources and priorities of the CCSD; 4) recommend plans of action to the Board of Directors regarding actions to meet the community infrastructure and resources needs.~~
- ~~(b) Apart from their normal function and as part of this advisory resource, Committee members have no individual authority and may not represent the Committee or the CCSD in any policy, act or expenditure.~~
- ~~(c) The Committee maintains collaborative working relationships with the public, other standing committees and the CCSD Board of Directors. Support other standing committees' resource and infrastructure review needs.~~

~~1.3. Policy Committee~~

- ~~(a) The Policy Committee serves as an advisory resource to the CCSD Board of Directors on matters of operational and governance policy. The purpose of the Committee is to review existing operational and governance policies, focusing on the CCSD Board Policy Handbook, and to recommend new policies and changes to existing policies to the Board of Directors. At its discretion, the Board may assign other policy work to the Committee.~~
- ~~(b) Apart from their normal function and as part of this advisory resource, Committee members have no individual authority and may not represent the Committee or the CCSD in any policy, act or expenditure. Approved by the Board of Directors on July 18, 2019~~

~~(c) The Committee maintains collaborative working relationships with the public, other standing committees and the CCSD Board of Directors. The Committee supports other standing committees' policy review needs.~~

1.0 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 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 Finance Committee:

(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.

(b) Discuss and receive public input during committee meetings and advise the Board of Directors on financial matters;

(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.

(d) Support other Standing Committees' fiscal review needs.

1.7.2 Resources and Infrastructure Committee:

(a) Assess existing resources and gather information regarding infrastructure and resource needs of the community. (CIP?)

(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.

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(c) Provide recommendations to the Board of Directors regarding actions to meet the community infrastructure needs.

(d) Support other ~~s~~Standing ~~e~~Committees' resource and infrastructure review needs.

1.7.3 Policy Committee:

(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 ~~P~~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 approval to proceed in policy development.

(c) The committee supports other ~~s~~Standing ~~e~~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 be appointed by a majority vote of CCSD Board of Directors to two- year terms

(c) To fill an opening on the Committee resulting from the expiration of a regular term of office with no request for reappointment, such vacancy 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.

(d) 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.

2.4. Vacancies

(a) Vacancies of unexpired terms of office of regular Committee members shall be filled following the procedures defined under 2.3 (c), above. Such vacancy shall be by appointment ~~of~~ by the ~~Cambria~~ CCSD Board of Directors.

3. COMMITTEE OFFICERS

3.1. The Chairperson shall be chosen annually ~~from members of the~~ by 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.

~~Neither the Chairperson nor Vice-Chairperson may serve a Secretary.~~

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

~~3.3-3.4~~ 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 ~~with CSD staff~~;
- (h) develop a meeting calendar, including joint Committee meetings, to be approved by the CCSD board;
- (i) appoint Committee members to act as liaison to another Committee.

~~3.4-3.5~~ Vice Chairperson duties:

- (a) perform the duties of the Chairperson in their absence.

~~3.5-3.6~~ 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 ~~audio~~-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 Cod 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 a part of the Committee, members have no individual authority. As individuals, members may not commit the CCSD to any policy, act or expenditure~~ Apart from their normal function as part of an advisory resource, ~~C~~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, attachments and emails to all Committee members.~~

~~5.4. CCSD staff shall post agendas at the District Administrative Office and be distributed to an agenda distribution list.~~

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. All Committee meetings shall be conducted by laws governing open meetings and public participation.

6.6. The CCSD General Manager shall determine a staff liaison to the Committee for the purpose of improving the flow of communication.

7. PARLIAMENTARY AUTHORITY ~~Approved by the Board of Directors on July 18, 2019~~

7.1. The rules contained in the current edition of Rosenberg's Rules of Order, Newly Revised, 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. ~~The bylaws of Committees shall be governed by the current edition of Rosenberg's Rules of Order.~~

8. AMENDMENTS TO BYLAWS

8.1. ~~The Bylaws may be amended by majority vote at any regular meeting of the Committee provided that written notice of the proposed changes is mailed to each member of the Committee no less than one week in advance. Changes to the Bylaws must be approved by the CCSD Board of Directors.~~

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.

2020 CCSD Board of Directors bylaws; Section on Committees;

9. COMMITTEES

- 9.1. Soliciting input from a given committee's chair, ~~t~~The President shall make appointments to all committees, subject to Board approval.
- 9.2. All committees shall meet within the jurisdictional boundaries of CCSD, except as may be permitted by the Brown Act.
- 9.3. The Board may appoint such ad hoc committees as may be deemed necessary or advisable. 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. Ad hoc committees shall meet on an as needed basis.
- 9.4. Standing Committees:
 - (a) Standing Committees may be created at the Board's discretion.
 - (b) Standing Committees may consider CCSD related issues assigned to it on a continuing basis by the Board of Directors.
 - (c) All Standing Committee meetings shall be conducted as public meetings in accordance with the Brown Act. Action minutes for each meeting of a Standing Committee shall be forwarded to the Board of Directors as a public record and an audio recording shall be made and retained, as required by law.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **4.C.**

FROM: John F. Weigold, IV, General Manager

Meeting Date: October 8, 2020

Subject: Discussion and Consideration to Adopt Resolution 48-2020 Regarding the Local State of Emergency Declaration

RECOMMENDATIONS:

Staff recommends that the Board of Directors discuss and consider adoption of Resolution 48-2020 declaring a continued local state of emergency in the Cambria Community Services District due to the Coronavirus Pandemic.

FISCAL IMPACT:

The District continues to work with customers challenged with paying for their water and wastewater utility services, due to the impact of the COVID-19. Listed below is a recap of the billing cycle, the number & dollar amount of late customers and the number & dollar amount of customers on a payment plan, as of September 24, 2020:

Billing Cycle	Late #	\$	Pmt Pln	\$
Nov-Dec 2019	3	2,215.67	0	-
Jan-Feb 2020	3	916.91	0	-
Mar-Apr 2020	10	3,711.60	0	-
May-June 2020	61	20,716.39	2	805.35
Jul-Aug 2020	0	-	3	2,916.62
	77	27,560.57	5	3,721.97

The number and dollar amount of late customers for the Jul-Aug 2020 billing cycle was not available at the time of writing this report. The overall fiscal impacts and any potential FEMA grant reimbursement associated with the COVID-19 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 46-2020 on September 10, 2020, which requires the Board to determine whether a local state of emergency continues to exist once a month. As the COVID-19 virus continues to ravage the State and country, it is recommended that the Board adopt Resolution 48-2020 declaring a continued local state of emergency.

Attachment: Resolution 48-2020

RESOLUTION 48-2020
OCTOBER 8, 2020

A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE CAMBRIA COMMUNITY SERVICES DISTRICT DECLARING A CONTINUED LOCAL
STATE OF EMERGENCY DUE TO THE CORONAVIRUS (COVID-19)

WHEREAS, on March 23, 2020, the Board of Directors adopted Resolution 09-2020 declaring a local state of emergency within the Cambria Community Services District as a result of the Coronavirus pandemic; and

WHEREAS, Resolution 09-2020 included a provision requiring the Board of Directors to review the local state of emergency declaration at each regular and special Board meeting to determine if a local state of emergency continues to exist as a result of the Coronavirus pandemic; and

WHEREAS, Resolution 46-2020 amended that provision to require the Board of Directors to review the local state of emergency declaration at one regular Board meeting per month; 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 local state of emergency continues to exist in the Cambria Community Services District as a result of the Coronavirus Pandemic.

PASSED AND ADOPTED this 8th day of October, 2020.

Harry Farmer, President
Board of Directors

APPROVED AS TO FORM:

Timothy J. Carmel
District Counsel

ATTEST:

Haley Dodson
Deputy District Clerk