



CAMBRIA COMMUNITY SERVICES DISTRICT

MEETING	TIME & DATE	LOCATION
Board of Directors	1:00 PM Thursday, June 13, 2024	Cambria Veterans' Memorial Hall 1000 Main Street, Cambria, CA 93428

## **AGENDA**

### **Regular Board of Directors Meeting**

**Thursday, June 13, 2024 1:00 PM**

**In person at:**

**Cambria Veterans' Memorial Hall  
1000 Main Street, Cambria, CA 93428**

**AND via Zoom at:**

**Please click the link to join the webinar: [HERE](#)**

**Webinar ID: 821 5434 1356**

**Passcode: 150418**

Copies of the staff reports or other documentation relating to each item of business referred to on the agenda are on file in the CCSD Administration Office, available for public inspection during District business hours. The agenda and agenda packets are also available on the CCSD website at <https://www.cambriacsd.org/>. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting or if you need the agenda or other documents in the agenda packet provided in an alternative format, contact the Confidential Administrative Assistant at 805-927-6223 at least 48 hours before the meeting to ensure that reasonable arrangements can be made. The Confidential Administrative Assistant will answer any questions regarding the agenda.

#### **1. OPENING**

**1.A Call to Order**

**1.B Pledge of Allegiance**

**1.C Establishment of Quorum**

**1.D President's Report**

**1.E Agenda Review**

#### **2. ACKNOWLEDGEMENTS**

#### **3. BOARD MEMBER COMMUNICATIONS**

Any Board Member may make an announcement, report briefly on his or her activities, or ask a question for clarification.

#### **4. PUBLIC COMMENT**

Members of the public may now address the Board on any item of interest within the jurisdiction

of the Board but not on its agenda today. Future agenda items can be suggested at this time. In compliance with the Brown Act, the Board cannot discuss or act on items not on the agenda. Each speaker has up to three minutes. Members of the public who wish to comment on matters before the CCSD can submit written correspondence to [boardcomment@cambriacsd.org](mailto:boardcomment@cambriacsd.org). Note: Written correspondence will not be read into the record during the Board meeting; however, correspondence received at least one hour prior to the meeting commencement will be forwarded to the Board of Directors and posted on the District's website as part of the official meeting record. Your comments and information will become part of the official public record. If you do not want your personal information included in the official record, please do not include your address and/or phone number.

## **5. CONSENT AGENDA**

All matters on the consent calendar are to be approved by one motion. If Directors wish to discuss a consent item other than simple clarifying questions, a request for removal may be made. Such items are pulled for separate discussion and action after the consent calendar as a whole is acted upon.

**5.A** Consideration of Approval of Extending the Agreement for Consultant Services with Moss, Levy & Hartzheim for Professional Auditing Services in Performance of the District's FY 23/24 Audit

## **6. REGULAR BUSINESS**

**6.A** Discussion and Consideration of 2024/2025 Rate Adjustments to Water and Sewer Rates and Adoption of Resolution 14-2024 Establishing Said Rates

**6.B** Discussion and Consideration to Direct Staff to Advertise for an Open Position on the Resources & Infrastructure Committee and Direct Staff and District Counsel to Review the Standing Committee Bylaws

**6.C** Discussion and Consideration of Adoption of the Climate Change Planning and Policy Recommendations by the Staff and Resources & Infrastructure Committee, and Discuss and Consider Forwarding the Recommendations to the Policy Committee for the Creation of a Climate Change Adaptation Policy

## **7. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS**

**7.A** Finance Committee's Report

**7.B** Policy Committee's Report

**7.C** PROS Committee's Report

**7.D** Resources & Infrastructure Committee's Report

**7.E** Other Liaison Reports and Ad Hoc Committee Reports

## **8. FUTURE AGENDA ITEM(S)**

This is an opportunity to request a formal agenda report be prepared and the item placed on a future agenda. No formal action can be taken except to direct the General Manager to place a matter of business on a future agenda by majority vote.

## **9. ADJOURN**

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.A**

FROM: Matthew McElhenie, General Manager  
Denise Fritz, Administrative Department Manager

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Meeting Date: June 13, 2024                      Subject: Consideration of Approval of Extending the Agreement for Consultant Services with Moss, Levy & Hartzheim for Professional Auditing Services in Performance of the District's FY 23/24 Audit

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**FISCAL IMPACT:**

The FY 2024/25 Cambria Community Services District Administrative Department budget includes \$24,615 for professional financial auditing services. The cost of the proposed professional audit services by Moss, Levy & Hartzheim is \$24,615, which is within the budgeted amount for this line item. No budget adjustment is required.

**DISCUSSION:**

On June 30, 2020, an Agreement for Consultant Services was entered into with Moss, Levy & Hartzheim for professional financial auditing services for the FY 2018/19 reporting period. The Agreement was extended by amendment dated January 14, 2021, for the FY 2019/20 reporting period. The Agreement was amended on January 12, 2021, September 9, 2021, August 18, 2022, and July 20, 2023, to extend the term and increase the amount of compensation. The Fifth Amendment is presented for Board consideration to continue professional financial auditing services with Moss, Levy & Hartzheim for the FY 2023/24 reporting period. The Fifth Amendment will increase the consideration by \$24,615, from \$100,315 to \$124,930, and extend the term to June 30, 2025.

It is recommended that the Board of Directors approve the Fifth Amendment to the Agreement for Consultant Services with Moss, Levy & Hartzheim for professional financial auditing services for the FY 2023/24 reporting period.

**ATTACHMENTS:**

1. [Fifth Amendment to Agreement for Consultant Services](#)
2. [Exhibit A](#)

**FIFTH AMENDMENT TO  
AGREEMENT FOR CONSULTANT SERVICES**

This Fifth Amendment to Agreement for Consultant Services ("Amendment") by and between the **CAMBRIA COMMUNITY SERVICES DISTRICT** ("CCSD") and **MOSS, LEVY & HARTZHEIM, LLP** ("Consultant") is made and entered into this 13<sup>th</sup> day of June 2024.

**WHEREAS**, the parties entered into an Agreement for Consultant Services dated June 30, 2020 (the "Agreement"), wherein the Consultant was to provide audit services to the CCSD. The Agreement was amended on January 14, 2021, September 9, 2021, August 18, 2022, and July 20, 2023, to extend the term and increase the amount of compensation; and

**WHEREAS**, the parties desire to further amend the Agreement to extend the term and increase the amount of consideration as set forth herein.

**NOW THEREFORE**, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Exhibit "A" of the Agreement, as amended, shall be replaced with the Consultant's proposal dated May 16, 2024, attached hereto as Exhibit "A" and incorporated herein by this reference.
2. The term of the Agreement shall be extended to June 30, 2025.
3. Except as modified herein, all other terms and conditions set forth in the Agreement, as amended, shall remain unchanged and shall continue in full force and effect.

**IN WITNESS WHEREOF**, **CCSD** and **CONSULTANT** have executed this Amendment the day and year first above written.

**CAMBRIA COMMUNITY SERVICES  
DISTRICT:**

**MOSS, LEVY & HARTZHEIM, LLP:**

By: \_\_\_\_\_  
Matthew McElhenie, General Manager

By: \_\_\_\_\_  
Travis Hole, CPA

ATTEST:

\_\_\_\_\_  
Haley Dodson, Confidential Administrative  
Assistant

APPROVED AS TO FORM:

\_\_\_\_\_  
Timothy J. Carmel, District Counsel



May 16, 2024

RE: Request for cost proposal

To whom this may concern,

This is a response to the Cambria Community Services District's request for cost proposal of audit services for the fiscal year ending June 30, 2024.

Our all-inclusive price for the District's audit services are as follows:

<b>FY 23-24</b>
\$23,615

Our all-inclusive price for the Financial Transaction Report is as follows:

<b>FY 23-24</b>
\$1,000

If you have any questions, please contact us at our office.

*Moss, Levy & Hartzheim LLP*

Moss, Levy & Hartzheim LLP  
Santa Maria, CA

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.A**

FROM: Matthew McElhenie, General Manager

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Meeting Date: June 13, 2024                      Subject: Discussion and Consideration of 2024/2025 Rate Adjustments to Water and Sewer Rates and Adoption of Resolution 14-2024 Establishing Said Rates

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**FISCAL IMPACT:**

The proposed water and sewer rate adjustments are necessary to provide adequate revenue to fund the annual costs of water and sewer operations, and were approved on May 19, 2022, by Resolution 32-2022, and again on June 15, 2023, by Resolution 37-2023, which directed the Board to review and approve subsequent annual increases prior to implementation.

**DISCUSSION:**

At its May 19, 2022, meeting, the Board of Directors adopted Resolution 32-2022, approving new water and sewer rates, effective July 1, 2022. At its June 15, 2023, meeting, the Board of Directors adopted Resolution 37-2023, approving new water and sewer rates, effective July 15, 2023, and subjecting future annual rate adjustments to annual review and approval by the Board of Directors before implementation.

As outlined at the March 17, 2022, meeting, existing CCSD water and sewer rates are inadequate to fund the normal operating costs of the water and sewer utility systems. As outlined in the attached Notice of Public Hearing (the “Notice”), the increases are necessary because the CCSD’s water and sewer utilities rely primarily on revenues from service charges to fund service costs. As such, water and sewer rates must be set at levels adequate to fund the costs of operating and maintaining the District’s water and sewer utility systems to support safe and reliable service.

The Notice also indicated that the key factors driving the need for rate increases included a need to restore balanced budgets to bring revenues back in line with the costs of providing service and restore financial stability, to help fund critical improvements to aging infrastructure, to help fund the District’s highest-priority water and sewer system capital needs, to provide a minimal prudent level of funding for repairs, replacements, and rehabilitation of aging infrastructure, and, in years four and five, to provide for small annual rate increases to keep revenues in line with future cost inflation.

It is recommended that the Board of Directors discuss and consider the adoption of Resolution 14-2024 establishing water and sewer rates, effective July 1, 2024.

**ATTACHMENTS:**

1. [Resolution 14-2024](#)
2. [Exhibit A](#)
3. [Notice of Public Hearing on Proposed Adjustments to Water and Sewer Rates in Accordance with a Previously](#)

Approved Schedule

4. Resolution 32-2022
5. Resolution 37-2023

RESOLUTION 14-2024

June 13, 2024

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT  
ADOPTING WATER AND SEWER RATES ADJUSTMENTS  
FOR FISCAL YEAR 2024/2025

**WHEREAS**, Government Code Section 61115 provides that the Cambria Community Services District ("CCSD") may establish, revise and collect rates and other charges for the services and facilities furnished by it; and

**WHEREAS**, existing CCSD water and sewer rates are not adequate to fund the operating, maintenance, and capital improvement costs of each utility; and

**WHEREAS**, the Board finds that the rate adjustments are necessary because the CCSD's water and sewer utilities rely primarily on revenues from service charges to fund the costs of providing service, and therefore water and sewer rates must be set at levels adequate to fund the costs of operating and maintaining CCSD's water, and sewer systems to support safe and reliable service; and

**WHEREAS**, rate increases for water and sewer services were approved by the Board on May 19, 2022, and June 15, 2023, with the future rate adjustments to water and sewer services to be reviewed and approved yearly to a) support funding for capital improvements primarily needed to repair, replace, and/or upgrade aging infrastructure, and b) to help keep revenues in line with future cost inflation; and

**WHEREAS**, the Board finds that the water and sewer rates to be implemented by this Resolution cover no more than the cost that CCSD incurs to provide water and sewer services as detailed in the Water, WRF, and Sewer Rate analysis prepared by Bartle Wells Associates and last reviewed by the Board on March 17, 2022; and

**WHEREAS**, the approval of this Resolution is exempt from CEQA pursuant to Public Resources Code Section 21080(b)(8).

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Cambria Community Services District that the water and sewer rates, as set forth in Exhibit A, attached hereto and incorporated herein by reference, are hereby adopted and shall become effective starting July 1, 2024, at which point they will replace previously adopted rates. Future rate adjustments scheduled to be effective July 1, 2025, and July 1, 2026, are subject to annual review and approval by the Board of Directors prior to implementation.

PASSED AND ADOPTED THIS 13<sup>th</sup> day of June 2024.

AYES:

NAYS:

ABSENT:

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Tom Gray, President  
Board of Directors

APPROVED AS TO FORM:



\_\_\_\_\_  
Timothy J. Carmel, District Counsel

ATTEST:

\_\_\_\_\_  
Haley Dodson, Confidential Administrative  
Assistant

Exhibit A

<b>Water Rates</b>			
		<b>Current Water Rates</b>	<b>Rates Effective on or After July 1, 2024</b>
<b>FIXED WATER SERVICE CHARGES</b>			
<b>Residential</b>			
Monthly Charge		\$20.59	\$21.83
<i>Bi-Monthly Charge</i>		<i>\$41.18</i>	<i>\$43.66</i>
<b>Commercial</b>			
Monthly Charge per Meter Size			
5/8" or 3/4"		\$20.59	\$21.83
1"		\$51.48	\$54.58
1-1/2"		\$102.95	\$109.15
2" & Larger		\$205.90	\$218.30
<b>WATER QUANTITY CHARGES</b>			
<i>Billed based on metered water use (\$/ccf)</i>			
<b>Residential Charges</b>			
<u>Tier</u>	<u>Bi-monthly</u>	<u>Monthly</u>	
Tier 1	First 4 ccf	First 2 ccf	\$10.48
Tier 2	4.01 - 16 ccf	2.01 - 8 ccf	\$13.72
Tier 3	> 16 ccf	> 8 ccf	\$15.30
<b>Commercial Charges</b>			
Rate for all water use		\$13.72	\$14.54
1 ccf = 100 cubic feet, or approximately 748 gallons.			

Exhibit A

<b>Sewer Rates</b>			
	<b>Current Sewer Rates</b>	<b>Rates Effective on or After July 1, 2024</b>	
<b>FIXED SEWER SERVICE CHARGES</b>			
<b>Residential</b>			
Monthly Charge	\$53.19	\$57.18	
<i>Bi-Monthly Charge</i>	<i>\$106.38</i>	<i>\$114.36</i>	
<b>Commercial</b>			
Monthly Charge	\$53.19	\$57.18	
<i>Bi-Monthly Charge</i>	<i>\$106.38</i>	<i>\$114.36</i>	
<b>SEWER QUANTITY CHARGES</b>			
Billed based on metered water use (\$/ccf)			
<b>Residential</b>			
	\$6.15	\$6.61	
<b>Commercial</b>			
Wastewater Class			
Class 1 (low strength)	\$5.39	\$5.79	
Class 2 (standard strength)	\$6.15	\$6.61	
Class 3 (higher strength)	\$9.46	\$10.17	
1 ccf = 100 cubic feet, or approximately 748 gallons.			
Class 1 includes lower strength accounts including professional offices, retail stores, laundromats & schools.			
Class 2 includes all other commercial accounts (with standard/domestic strength wastewater) that are not classified Class 1 or Class 3.			
Class 3 includes accounts with moderate to high wastewater strength including restaurants, hotels with restaurants, bakeries, mortuaries, markets with meat/seafood/food prep/garbage grinder, and mixed use accounts with an estimated 30% or more sewer discharge from higher strength wastewater flow.			
<i>The District reserves the right to assign customers to the class that best matches their wastewater strength.</i>			



## Notice of Public Hearing on Proposed Adjustments to Water and Sewer Rates in Accordance with a Previously Approved Schedule

*(Si le gustaria recibir este documento en Español, por favor llame a CCSD (805)  
927-6223.)*

Cambria Community Services District (CCSD) is proposing to adjust water and sewer rates, effective as of July 1, 2024, pursuant to a previously approved schedule, in accordance with Government Code Section 53756. The rate adjustments are authorized by CCSD Resolution 32-2022, adopted on May 19, 2022, and Resolution 43-2022, adopted on June 23, 2022, and Resolution 37-2023, adopted on June 15, 2023, in accordance with Proposition 218.

**The Board of Directors will consider final approval for the July 1, 2024, water and sewer rate adjustments at the regular meeting of June 13, 2024, at 1:00 p.m. at the Cambria Veterans Memorial Building, at 1000 Main Street, Cambria, CA 93428.**

### **Rate Adjustments Needed to Fund Normal Operating Costs of the Water & Sewer Utility Systems**

The adjustments are necessary because the CCSD's water and sewer utilities rely primarily on revenues from service charges to fund the costs of providing service. As such, water and sewer rates must be set at levels adequate to fund the costs of operating and maintaining the District's water and sewer utility systems to support safe and reliable service.

The key factors driving the need for the previously approved rate increases include a need to restore balanced budgets to bring revenues back in line with the costs of providing service and restore financial stability, to help fund critical improvements to aging infrastructure, to help fund the District's highest-priority water and sewer system capital needs, to provide a minimal prudent level of funding for repairs, replacements, and rehabilitation of aging infrastructure.

### **Water Rates**

CCSD's water rates include both 1) fixed charges levied on each account regardless of water use, and 2) water quantity charges billed based on metered water use in each billing period. Residential customers pay a uniform fixed charge per account plus water quantity charges billed via three graduating rate tiers, with water purchased first in Tier 1 and then subsequently in higher tiers that are more expensive as water use increases. Commercial rates include fixed charges that vary by meter size – with higher charges for customers with larger meter sizes that place more demand on the water system – plus a uniform volumetric rate for all water use. Quantity charges are billed in units of one hundred cubic feet (ccf), with 1 ccf equal to approximately 748 gallons.

<b>Water Rates</b>					
			<b>Current Water Rates</b>	<b>Rates Effective on or After</b>	
				<b>July 1, 2024</b>	
<b>FIXED WATER SERVICE CHARGES</b>					
<b>Residential</b>					
Monthly Charge			\$20.59	\$21.83	
<i>Bi-Monthly Charge</i>			<i>\$41.18</i>	<i>\$43.66</i>	
<b>Commercial</b>					
Monthly Charge per Meter Size					
5/8" or 3/4"			\$20.59	\$21.83	
1"			\$51.48	\$54.58	
1-1/2"			\$102.95	\$109.15	
2" & Larger			\$205.90	\$218.30	
<b>WATER QUANTITY CHARGES</b>					
<i>Billed based on metered water use (\$/ccf)</i>					
<b>Residential Charges</b>					
<u>Tier</u>	<u>Bi-monthly</u>	<u>Monthly</u>			
Tier 1	First 4 ccf	First 2 ccf	\$10.48	\$11.11	
Tier 2	4.01 - 16 ccf	2.01 - 8 ccf	\$13.72	\$14.54	
Tier 3	> 16 ccf	> 8 ccf	\$15.30	\$16.22	
<b>Commercial Charges</b>					
Rate for all water use			\$13.72	\$14.54	
1 ccf = 100 cubic feet, or approximately 748 gallons.					

**Sewer Rates**

CCSD sewer rates include both 1) fixed charges levied on each account regardless of usage, and 2) sewer quantity charges billed based on metered water use in each billing period. Sewer quantity charges for commercial customers vary based on wastewater class and strength, with lower charges for customers with lower-strength wastewater and higher charges for customers with higher-strength wastewater, which costs more to process and treat in order to comply with CCSD’s wastewater discharge permit requirements.

<b>Sewer Rates</b>			
	<b>Current Sewer Rates</b>	<b>Rates Effective on or After July 1, 2024</b>	
<b>FIXED SEWER SERVICE CHARGES</b>			
<b>Residential</b>			
Monthly Charge	\$53.19	\$57.18	
<i>Bi-Monthly Charge</i>	<i>\$106.38</i>	<i>\$114.36</i>	
<b>Commercial</b>			
Monthly Charge	\$53.19	\$57.18	
<i>Bi-Monthly Charge</i>	<i>\$106.38</i>	<i>\$114.36</i>	
<b>SEWER QUANTITY CHARGES</b>			
Billed based on metered water use (\$/ccf)			
<b>Residential</b>			
	\$6.15	\$6.61	
<b>Commercial</b>			
Wastewater Class			
Class 1 (low strength)	\$5.39	\$5.79	
Class 2 (standard strength)	\$6.15	\$6.61	
Class 3 (higher strength)	\$9.46	\$10.17	
1 ccf = 100 cubic feet, or approximately 748 gallons.			
Class 1 includes lower strength accounts including professional offices, retail stores, laundromats & schools.			
Class 2 includes all other commercial accounts (with standard/domestic strength wastewater) that are not classified Class 1 or Class 3.			
Class 3 includes accounts with moderate to high wastewater strength including restaurants, hotels with restaurants, bakeries, mortuaries, markets with meat/seafood/food prep/garbage grinder, and mixed use accounts with an estimated 30% or more sewer discharge from higher strength wastewater flow.			
<i>The District reserves the right to assign customers to the class that best matches their wastewater strength.</i>			

RESOLUTION 32-2022

May 19, 2022

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT  
ADOPTING WATER AND SEWER RATES, EFFECTIVE JULY 1, 2022  
AND FUTURE ANNUAL INFLATIONARY RATE ADJUSTMENTS

**WHEREAS**, Government Code Section 61115 provides that the Cambria Community Services District ("CCSD") may establish, revise and collect rates and other charges for the services and facilities furnished by it; and

**WHEREAS**, existing CCSD water, and sewer rates are not adequate to fund the operating, maintenance, and capital improvement costs of each utility; and

**WHEREAS**, the rate increases are necessary because the CCSD's water and sewer utilities rely primarily on revenues from service charges to fund the costs of providing service, and therefore water, and sewer rates must be set at levels adequate to fund the costs of operating and maintaining CCSD's water, and sewer systems to support safe and reliable service; and

**WHEREAS**, rate increases in water and sewer and the future annual inflationary rate adjustment to water, water reclamation facility (WRF) and sewer are also necessary to a) support funding for capital improvements primarily needed to repair, replace, and/or upgrade aging infrastructure, and b) to help keep revenues in line with future cost inflation; and

**WHEREAS**, the water, WRF and sewer rates to be implemented by this Resolution cover no more than the cost that CCSD incurs to provide water, WRF and sewer services as detailed in the Water, WRF and Sewer Rate analysis prepared by Bartle Wells Associates and last reviewed by the Board on March 17, 2022; and

**WHEREAS**, in accordance with the requirements of Proposition 218, official notice of the proposed water and sewer increases, and water, WRF, and sewer future annual inflationary rate adjustments, and the date, time and location of a public hearing was mailed to each record owner and customer of record, including property owners and tenant customers, on April 1, 2022, 45 days prior to a public hearing scheduled for May 19, 2022.

**WHEREAS**, a public hearing was conducted by the Board of Directors on May 19, 2022, at which time all interested persons were afforded an opportunity to be heard on matters pertaining to the proposed water and sewer rate increases, and water, WRF and sewer future annual inflationary adjustments, and to submit written protests; and

**WHEREAS**, the total number of parcels with the right to protest proposed water rates is 3,949; and the total number of parcels with the right to protest sewer rates is 3,845. To achieve a majority protest, written protests must be received, and not rescinded, from greater than 50% of these parcels, equivalent to at least 1,975 parcels for water rates, 1,923 parcels for sewer rates, and 1,923 parcels for future annual inflationary rate adjustments to water, WRF, and sewer rates.

**WHEREAS**, after tabulating the protests in accordance with the CCSD’s adopted Guidelines for the Submission and Tabulation of Protests, it was determined that a majority protest does not exist for either the proposed water rates or sewer rates or future annual inflationary rate adjustments to water, WRF and sewer rates; and

**WHEREAS**, the approval of this Resolution is exempt from CEQA pursuant to Public Resources Code Section 21080(b)(8).

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Cambria Community Services District that the water, Water Reclamation Facility, and sewer rates, as provided in Exhibit A, attached hereto and incorporated herein by reference, are hereby adopted and shall become effective starting July 1, 2022, at which point they will replace previously-adopted rates. Future rates effective July 1, 2023, July 1, 2024, July 1, 2025 and July 1, 2026 are subject to annual review by the Board of Directors prior to implementation.

PASSED AND ADOPTED THIS 19<sup>th</sup> day of May, 2022.


AYES: 5

NOES: 0


ABSENT: 0

DocuSigned by:  
  
FBE14D0B82DD420...  
Donn Howell, President  
Board of Directors

APPROVED AS TO FORM:

DocuSigned by:  
  
B04D40A50AA141E...  
Timothy J. Carmel, District Counsel

ATTEST:

DocuSigned by:  
  
123953AB94944F1...  
Leah Reedall, Board Secretary



## EXHIBIT A TO RESOLUTION 32-2022

<b>Water Rates</b>				
	<b>Current Water Rates</b>	<b>Rates Effective on or After</b>		
		<b>July 1 2022</b>	<b>July 1 2023</b>	<b>July 1 2024</b>
<b>FIXED WATER SERVICE CHARGES</b>				
<b>Residential</b>				
Monthly Charge	\$18.32	\$19.42	\$20.59	\$21.83
<i>Bi-Monthly Charge</i>	<i>36.64</i>	<i>38.84</i>	<i>41.18</i>	<i>43.66</i>
<b>Commercial</b>				
<u>Monthly Charge per Meter Size</u>				
5/8" or 3/4"	\$18.32	\$19.42	\$20.59	\$21.83
1"	45.80	48.55	Increases effective July 1, 2023 and July 1, 2024 will be adopted via a separate Resolution	
1-1/2"	91.60	97.10		
2" & Larger	183.20	194.20		
<b>WATER QUANTITY CHARGES</b>				
<i>Billed based on metered water use (\$/ccf)</i>				
<b>Residential Charges</b>				
<u>Tier</u>	<u>Bi-Monthly</u>	<u>Monthly</u>		
Tier 1	First 4 ccf	First 2 ccf	\$9.33	\$9.89
Tier 2	4.01 - 16 ccf	2.01 - 8 ccf	12.21	12.94
Tier 3	> 16 ccf	> 8 ccf	13.61	14.43
<b>Commercial Charges</b>				
Rate for All Water Use		\$12.21	\$12.94	\$13.72
			\$14.54	

1 ccf = 100 cubic feet, or approximately 748 gallons

## EXHIBIT A TO RESOLUTION 32-2022

<b>Sewer Rates</b>				
	<b>Current Sewer Rates</b>	<b>Rates Effective on or After</b>		
		<b>July 1 2022</b>	<b>July 1 2023</b>	<b>July 1 2024</b>
<b>FIXED SEWER SERVICE CHARGES</b>				
<b>Residential</b>				
Monthly Charge	\$46.03	\$49.48	\$53.19	\$57.18
<i>Bi-Monthly Charge</i>	<i>92.06</i>	<i>98.96</i>	<i>106.38</i>	<i>114.36</i>
<b>Commercial</b>				
Monthly Charge	\$46.03	\$49.48	\$53.19	\$57.18
<i>Bi-Monthly Charge</i>	<i>92.06</i>	<i>98.96</i>	<i>106.38</i>	<i>114.36</i>
<b>SEWER QUANTITY CHARGES</b>				
<i>Billed based on metered water use (\$/ccf)</i>				
<b>Residential</b>	\$5.32	\$5.72	\$6.15	\$6.61
<b>Commercial</b>				
<u>Wastewater Class</u>				
Class 1 (Low Strength)	\$4.66	\$5.01	\$5.39	\$5.79
Class 2 (Standard Strength)	5.32	5.72	6.15	6.61
Class 3 (Higher Strength)	8.19	8.80	9.46	10.17

Note: 1 ccf = 100 cubic feet, or approximately 748 gallons.

Class 1 includes lower strength accounts including professional offices, retail stores, laundromats, & schools.

Class 2 includes all other commercial accounts (with standard/domestic strength wastewater) that are not classified Class 1 or Class 3.

Class 3 includes accounts with moderate to high wastewater strength including restaurants, hotels with restaurants, bakeries, mortuaries, markets with meat/seafood/food prep/garbage grinder, and mixed use accounts with an estimated 30% or more sewer discharge from higher strength wastewater flow.

*The District reserves the right to assign customers to the class that best matches their wastewater strength.*

## EXHIBIT A TO RESOLUTION 32-2022

### **Future Inflationary Pass-Through Rate Adjustments**

Pursuant to California Government Code 53756, CCSD approves future annual inflationary water, water reclamation facility, and sewer rate adjustments for an additional two years after the three years of proposed rate increases. These future rate adjustments will be implemented on or after July 1, 2025 and July 1, 2026 and will be subject to a maximum annual increase based on the percentage change in the Consumer Price Index (CPI) for California from the most recent December-to-December period at the time of implementation. For example, if the CPI increases by 3% from December 2023 to December 2024, CCSD would be authorized to adjust its water, water reclamation facility and sewer rates by a corresponding 3% starting July 1, 2025, with a similar approach used the following year. Deferral of a future inflationary rate adjustment can be made up in a subsequent year. For example, if the adjustment for July 1, 2025 is deferred for a year, it can be added to the adjustment for July 1, 2026. The proposed inflationary rate adjustments will be subject to future review and approval by the Board of Directors. Additionally, in accordance with Government Code Section 53756, a notice indicating the future inflationary rate adjustment will be sent at least 30 days prior to the effective date of the adjustment.

RESOLUTION 37-2023

June 15, 2023

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT  
ADOPTING WATER AND SEWER RATES ADJUSTMENTS  
FOR FISCAL YEAR 2023/2024

**WHEREAS**, Government Code Section 61115 provides that the Cambria Community Services District ("CCSD") may establish, revise and collect rates and other charges for the services and facilities furnished by it; and

**WHEREAS**, existing CCSD water and sewer rates are not adequate to fund the operating, maintenance, and capital improvement costs of each utility; and

**WHEREAS**, the rate adjustments are necessary because the CCSD's water and sewer utilities rely primarily on revenues from service charges to fund the costs of providing service, and therefore water and sewer rates must be set at levels adequate to fund the costs of operating and maintaining CCSD's water, and sewer systems to support safe and reliable service; and

**WHEREAS**, rate increases for water and sewer services were approved by the Board on May 19, 2022 with the future rate adjustments to water and sewer services to be reviewed and approved yearly to a) support funding for capital improvements primarily needed to repair, replace, and/or upgrade aging infrastructure, and b) to help keep revenues in line with future cost inflation; and

**WHEREAS**, the water and sewer rates to be implemented by this Resolution cover no more than the cost that CCSD incurs to provide water and sewer services as detailed in the Water, WRF and Sewer Rate analysis prepared by Bartle Wells Associates and last reviewed by the Board on March 17, 2022; and

**WHEREAS**, the approval of this Resolution is exempt from CEQA pursuant to Public Resources Code Section 21080(b)(8).

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Cambria Community Services District that the water and sewer rates, as set forth in Exhibit A, attached hereto and incorporated herein by reference, are hereby adopted and shall become effective starting July 15, 2023, at which point they will replace previously adopted rates. Future rate adjustments scheduled to be effective July 1, 2024, July 1, 2025 and July 1, 2026 are subject to annual review and approval by the Board of Directors prior to implementation.

PASSED AND ADOPTED THIS 15<sup>th</sup> day of June, 2023.

AYES: 4 (Dean, Gray, Farmer & Thomas)

NAYS: 1 (Scott)

ABSENT: 0

DocuSigned by:  
*Karen Dean*  
41DFC83456B4446...  
Karen Dean, President  
Board of Directors

APPROVED AS TO FORM:

DocuSigned by:  
*Timothy Carmel*  
B64D40A50AA141E...  
Timothy J. Carmel, District Counsel

ATTEST:

DocuSigned by:  
*Haley Dodson*  
A9BEC4CBA9044B3...  
Haley Dodson, Administrative Analyst

**EXHIBIT A to RESOLUTION 37-2023**

<b>Water Rates</b>					
			<b>Current Water Rates</b>	<b>Rates Effective on or After</b>	
				<b>July 15, 2023</b>	<b>July 1, 2024</b>
<b>FIXED WATER SERVICE CHARGES</b>					
<b>Residential</b>					
Monthly Charge			\$19.42	\$20.59	\$21.83
<i>Bi-Monthly Charge</i>			\$38.84	\$41.18	\$43.66
<b>Commercial</b>					
Monthly Charge per Meter Size					
5/8" or 3/4"			\$19.42	\$20.59	\$21.83
1"			\$48.55		Increases effective July 1, 2024 will be adopted via a separate resolution.
1-1/2"			\$97.10		
2" & Larger			\$194.20		
<b>WATER QUANTITY CHARGES</b>					
<i>Billed based on metered water use (\$/ccf)</i>					
<b>Residential Charges</b>					
<b>Tier</b>	<b><u>Bi-monthly</u></b>	<b><u>Monthly</u></b>			
Tier 1	First 4 ccf	First 2 ccf	\$9.89	\$10.48	\$11.11
Tier 2	4.01 - 16 ccf	2.01 - 8 ccf	\$12.94	\$13.72	\$14.54
Tier 3	> 16 ccf	> 8 ccf	\$14.43	\$15.30	\$16.22
<b>Commercial Charges</b>					
Rate for all water use			\$12.94	\$13.72	\$14.54
1 ccf = 100 cubic feet, or approximately 748 gallons.					

<b>Fixed Water Service Charges</b>			
		<b>Rates Effective on or After</b>	
		<b>July 15, 2023</b>	<b>July 1, 2024</b>
<b>Commercial Fixed Monthly Water Service Charges</b>			
<u>Monthly Charge per Meter Size</u>			
1" Meter		\$51.48	\$54.58
1-1/2" Meter		\$102.95	\$109.15
2" & Larger Meters		\$205.90	\$218.30

<b>Sewer Rates</b>			
	<b>Current Sewer Rates</b>	<b>Rates Effective on or After</b>	
		<b>July 15, 2023</b>	<b>July 1, 2024</b>
<b>FIXED SEWER SERVICE CHARGES</b>			
<b>Residential</b>			
Monthly Charge	\$49.48	\$53.19	\$57.18
<i>Bi-Monthly Charge</i>	<i>\$98.96</i>	<i>\$106.38</i>	<i>\$114.36</i>
<b>Commercial</b>			
Monthly Charge	\$49.48	\$53.19	\$57.18
<i>Bi-Monthly Charge</i>	<i>\$98.96</i>	<i>\$106.38</i>	<i>\$114.36</i>
<b>SEWER QUANTITY CHARGES</b>			
Billed based on metered water use (\$/ccf)			
<b>Residential</b>	\$5.72	\$6.15	\$6.61
<b>Commercial</b>			
Wastewater Class			
Class 1 (low strength)	\$5.01	\$5.39	\$5.79
Class 2 (standard strength)	\$5.72	\$6.15	\$6.61
Class 3 (higher strength)	\$8.80	\$9.46	\$10.17
1 ccf = 100 cubic feet, or approximately 748 gallons.			
<u>Class 1</u> includes lower strength accounts including professional offices, retail stores, laundromats & schools.			
<u>Class 2</u> includes all other commercial accounts (with standard/domestic strength wastewater) that are not classified Class 1 or Class 3.			
<u>Class 3</u> includes accounts with moderate to high wastewater strength including restaurants, hotels with restaurants, bakeries, mortuaries, markets with meat/seafood/food prep/garbage grinder, and mixed use accounts with an estimated 30% or more sewer discharge from higher strength wastewater flow.			
<i>The District reserves the right to assign customers to the class that best matches their wastewater strength.</i>			

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.B**

FROM: Matthew McElhenie, General Manager

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Meeting Date: June 13, 2024

Subject: Discussion and Consideration to Direct Staff to Advertise for an Open Position on the Resources & Infrastructure Committee and Direct Staff and District Counsel to Review the Standing Committee Bylaws

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**FISCAL IMPACT:**

There is no fiscal impact associated with this item.

**DISCUSSION:**

On May 9, 2024, the Board of Directors appointed Juli Amodei to fill a vacant position on the Parks, Recreation & Open Space Committee, effective May 15, 2024. In accordance with the Cambria Community Services District (CCSD) Standing Committee Bylaws Section 2.3(c), 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 on the CCSD website and at all CCSD public information bulletin boards. Application forms may be obtained from and submitted to the website or the Administrative Department Offices during regular business hours during the application period. Any applications received shall be retained by the District and remain active for two years. Committee members shall be appointed from the pool of candidates by recommendation of the Committee Chairperson and approved by a majority vote of the CCSD Board of Directors. The Standing Committee Application and Standing Committee Bylaws are attached for the Board's reference. The selected candidate will serve until February 1, 2025.

Additionally, on May 9, 2024, the Board of Directors referenced inconsistencies in Section 3 relating to Committee Officer terms of office. The Standing Committee Bylaws are attached for consideration.

It is recommended that the Board direct staff to advertise to solicit candidates to fill the vacant position on the Resources & Infrastructure Committee and direct staff and District Counsel to review the Standing Committee Bylaws and provide recommendations to the Board of Directors for amendments deemed necessary or appropriate.

**ATTACHMENTS:**

1. [Standing Committee Application](#)
2. [CCSD Standing Committee Bylaws](#)





## CCSD STANDING COMMITTEE APPLICATION

**Please check which committee you are applying for. You may apply for more than one committee when you complete the application. The CCSD keeps Standing Committee applications for further committee vacancies for two years.**

- The Finance Standing Committee reviews budget processes and financial management to promote fiscal stability and instill public trust.**
- The Resources & Infrastructure Committee assesses existing resources and gathers information regarding the infrastructure and resource needs of the community.**
- The Parks, Recreation & Open Space (PROS) Committee assesses existing resources and gathers information regarding the parks, open space, and recreational needs of the community.**
- The Policy Committee reviews existing operational and governance policies that the Board has identified as requiring assessment, update, or organization for consistency with other existing policies.**

**Deadline: Open until filled**

If you are interested in serving the community as a CCSD Standing Committee member, please complete this application and return it to:

- CCSD Administration Office during regular business hours
- CCSD Administration drop boxes located at 1316 Tamsen Street, Suite 201, Cambria, CA 93428
- Mail to CCSD, Attention: Haley Dodson, PO Box 65 Cambria, CA 93428
- Haley Dodson at [hdodson@cambriacsd.org](mailto:hdodson@cambriacsd.org)

For more information about the CCSD Standing Committees, please refer to the [CCSD website](#). The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to disclose their personal assets and income publicly. Individuals must also disqualify themselves from participating in decisions that may affect their personal financial interests. Standing Committee members are required by law to file a [Statement of Economic Interest form](#).

Name:		
Home Address:		
City:	State:	Zip Code:
Email:		
Home Telephone:	Cell Telephone:	
Are you a registered voter in Cambria?		
I have been a registered voter at the address listed above since:		
If less than six months, what is your last voter registration address and date?		

### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

Signature:	Date:
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## **Cambria Community Services 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 review and deliberation by the Board of Directors. Committee members are expected to stay current on the issues under discussion by the Board of Directors.

1.2 Each Standing Committee shall consider only District-related issues approved and assigned to it by the Board of Directors, or issues within the purview of each Committee as defined in “Standing Committee Statements of Purpose and Responsibilities” below.

1.3 Apart from their normal function as part of an advisory resource, Committees and the 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 its 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 Standing Committee Statements of Purpose and Responsibilities

1.6.1 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 Administrative Department Manager-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 potential funding sources available to the District from private, public, County, State or federal entities; and
- (e) Support other standing committees’ fiscal review needs.

1.6.2 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 Department 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; and
- (d) Support other standing committees' resource and infrastructure review needs.

1.6.3 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; Identify potential areas of policy needs not currently addressed in the CCSD Policy Handbook and develop needs assessments regarding impact due to lack of policy and immediacy of need. The Committee Chair shall provide the needs assessments to the Board members for consideration. If the Board determines that a policy is required, the Board shall proceed according to the existing Policy No. 1000 ("Adoption/Amendment of Policies") and (for policies to be included in the District Policy Handbook) the "Policy Handbook Checklist" adopted on November 10, 2022; and
- (b) Support other standing committees' policy review needs.

1.6.4 The Parks, Recreation and Open Space Committee shall:

- (a) Assess existing resources and gather information regarding the parks, open space, and recreational needs of the community;
- (b) Establish collaborative working relationships with relevant public and private organizations;
- (c) Support and work directly with the CCSD General Manager and Facilities & Resources Manager to create plans for meeting the needs of the community within the bounds of current and potential resources;
- (d) Recommend plans of action to the Board regarding meeting the community needs for parks, recreation, and open space; and
- (e) Facilitate communication with the residents of Cambria both to update community priorities for parks, recreation, and open space and to obtain community support for planned actions.

## **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) Volunteer Committee members shall serve two-year terms. Such terms shall begin in February of odd-numbered years.
- (b) 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.
- (c) 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 on the CCSD website and at all Cambria CSD public information bulletin boards. Application forms may be obtained and submitted to the website or the Administrative Offices during regular business hours during the application period.

(d) Any applications received per 2.3(d) above shall be retained by the District and remain active for two years.

(e) Committee members shall be appointed from the pool of applicants (see 2.3(d) above) by recommendation of the Committee Chairperson and approved by a majority vote of the CCSD Board of Directors.

(f) The Committee Chairperson shall be responsible for interviewing new applicants and determining their qualifications prior to making a recommendation to the CCSD Board of Directors.

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

(a) Good cause for absence includes circumstances of which the Chairperson of the Committee is notified prior to the meeting. Good cause also includes Board-authorized or Committee-authorized meeting absences, such as attendance at a conference directly related to the functions and interests of the District or at the meeting of another public agency in order to participate in an official capacity.

(b) A Committee member who is absent for good cause may notify the Chairperson by electronic transmission (e.g., email), telephone communication, or letter. The minutes shall indicate whether an absence was excused.

(c) A vacancy shall occur if a Committee member is absent from three (3) consecutive regular meetings without good cause, except as otherwise provided for by law or as authorized by the Board of Directors.

2.5. Vacancies of unexpired terms of office of regular Committee members shall be filled by recommendation of the Committee Chairperson from the pool of applicants (see 2.3(d) above) and appointment by the CCSD Board of Directors.

### **3. COMMITTEE OFFICERS**

3.1. The Chairperson shall be chosen annually from members of the Board of Directors by a 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,

(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,

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 adopted along with a count of yes and no votes and the Committee members dissenting,
  - List of items considered for future agenda,
  - Time of meeting adjournment.

**4. COMMITTEE MEMBER GUIDELINES**

- 4.1. Members of the Committee and their activities are bound by all applicable provisions 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. 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. The Chair shall develop the draft agenda with input from the Vice Chair and CCSD staff.
- 5.3. CCSD staff shall prepare the final agenda and attachments.
- 5.4. CCSD staff shall post agendas on the District's website and at the District Administrative Office and distribute 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 Confidential Administrative Assistant, and Committee members will receive all information being distributed as part of the meeting agenda.
- 6.3. The Committee shall hold regular meetings as often as once a month and at least quarterly, on dates set annually by the Committee. The Committee may call special meetings as needed, with required 24-hour public notice.
- 6.4. A majority of all Committee members, including the Chairperson, 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 four-fifths vote 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. The CCSD General Manager may determine a staff liaison to the Committee if needed for facilitating communication.

## **7. PARLIAMENTARY AUTHORITY**

- 7.1. The rules contained in the current edition of *Rosenberg's Rules of Order* (and *Robert's Rules of Order* 12<sup>th</sup> 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 Bylaws to take precedence.

## **8. AMENDMENTS TO BYLAWS**

- 8.1. These Standing Committee Bylaws shall be reviewed annually at the first regular Board of Directors meeting in January, after which amendments may be considered for adoption by the Board.
- 8.2. The CCSD Board of Directors retains sole authority to amend these Bylaws. A majority of the CCSD Board of Directors must approve any amendments.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.C**

FROM: Matthew McElhenie, General Manager

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Meeting Date: June 13, 2024

Subject: Discussion and Consideration of Adoption of the Climate Change Planning and Policy Recommendations by the Staff and Resources & Infrastructure Committee, and Discuss and Consider Forwarding the Recommendations to the Policy Committee for the Creation of a Climate Change Adaptation Policy

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**FISCAL IMPACT:**

There is no fiscal impact associated with this item.

**DISCUSSION:**

In 2021, the Policy Committee began work on a Climate Change Policy for Cambria. The resulting Needs Assessment for a District Climate Change/Climate Crisis Policy was brought before the Board at the July 14, 2022, CCSD Board Meeting. The CCSD Board of Directors assigned the task of determining the needs and parameters of a climate change policy to the Resources & Infrastructure Committee (R&I) and directed R&I to bring the results back to the Board.

The Resources & Infrastructure Committee appointed an ad hoc committee at the August 2022 R&I meeting consisting of R&I Chair Karen Dean and committee member Michael Thomas. The ad hoc was assigned to research existing climate policies of other communities, as well as the current and future steps the District could undertake to address climate change. Committee member Michael Thomas was elected to the Board of Directors in November 2022 and then could no longer participate on the R&I Committee. R&I Committee member Brad Fowles announced he was moving away from Cambria, and Committee member Dave Pierson expressed his intent to apply for a seat on the Finance Committee. Due to a lack of a quorum for several meetings, the reformation of the Climate Ad Hoc Committee was put on hold until after the new R&I Committee members were appointed in February 2023.

At the March 23, 2023, R&I meeting, newly appointed committee members Juli Amodei and Mark Meeks volunteered for the Climate Ad Hoc Committee. The ad hoc immediately went to work researching the adopted Climate Action Plans of other communities and attended many Climate Change Planning-related meetings. The ad hoc committee also met with Supervisor Gibson to discuss the SLO County Climate Action Plan and how the County and local District policies could work together. While doing their research, Committee members Meeks and Amodei almost immediately found a grant opportunity from the Governor's Office of Planning and Resources for Climate Change Adaptation and Resiliency Planning. Former Utilities Department Manager Dienzo recommended the District apply for this grant to help fund retaining a consultant to help write a detailed Climate Action Plan. Mr. Dienzo felt that by having an adopted Climate Action Adaptation and Resiliency Plan first, CCSD would qualify for other grant opportunities towards projects to offset and adapt to climate change and that a policy could then be written to go along with that official Climate Action Adaptation and Resiliency Plan. With only three weeks remaining before the submittal deadline, Mr. Dienzo put in an application for a \$300k no-match grant for that purpose. The application passed the first round but not the final

round due to the overwhelming competition for this grant.

The ad hoc continued their work, and a progress update report was included in the September 14, 2023, Board agenda materials along with the R&I Committee report.

The ad hoc was notified of a second opportunity for the Climate Adaptation and Resiliency Grant and attended multiple workshops on the process. This application was submitted on June 3, 2024. On April 25, 2024, the ad hoc met with General Manager McElhenie, Utilities Manager Green, and Program Manager Reaper, along with Water Superintendent Meeks and Wastewater Superintendent Artho, to discuss all the efforts that were being undertaken on the utilities infrastructure to be more energy efficient and to reduce greenhouse gases and carbon emissions. The group also reviewed with the General Manager what the Facilities & Resources and Administration departments were doing to offset and adapt to climate change.

A final report with the results of this research on the efforts the District could undertake to mitigate and lessen the effects of climate change was presented by the Climate Ad Hoc Committee at the May 13, 2024, R&I meeting. After review and input by staff, Committee members, and public attendees, the R&I Committee approved forwarding this final report, with the approved amendments, to the Board of Directors. It is recommended that the Board discuss and consider the adoption of the Climate Change Planning and Policy in Cambria report recommendations from the R&I Committee and consider forwarding these recommendations to the Policy Committee for the creation of a District Climate Change/Climate Crisis Policy.

Director Karen Dean, R&I Committee Chair

**ATTACHMENTS:**

1. [Climate Change Policy Recommendations](#)
2. [Climate Change Planning and Policy in Cambria](#)



Date: August 14, 2023

To: CCSD Board of Directors

From: R&I Climate Change Ad Hoc Committee

Subject: Climate Change Policy Recommendations

**SUMMARY:**

In response to a draft Climate Change Policy document dated December 27, 2021, and as assigned to the R&I Committee by the Board of Directors on July 14, 2022, R&I Chair Karen Dean requested volunteers to form an Ad Hoc sub-committee to make recommendations to the board for adoption or revisions to a proposed CCSD policy on Climate Change. Juli Amodei and Mark Meeks accepted the request.

**ACTIONS:**

1. After a few meetings, the committee resolved that there was not enough current information on the specific sources of pollution within Cambria and an environmental study would be helpful if not essential in:
  - Identifying and measuring sources of air pollution /GHG
  - Electrical use.
  - Recommend means of monitoring such sources.
2. Through research, the committee was able to identify a state-funded grant program for climate change Climate Adaption and Resiliency Planning. At the time of discovery, the deadline for applying was a mere three weeks away. The committee decided to request an application anyway and was allowed to submit it. The grant was written and submitted by Utilities Manager Ray Dienzo with letters of recommendation from SLO County Supervisor Bruce Gibson, Cambria Chamber of Commerce, and a budget proposal from an environmental engineering firm. After passing the first round of elimination Cambria's grant request was denied in what was termed a "very competitive turn out." We were encouraged, however, by an offer by the Governor's Office of Planning and Resources to participate in round two of funding that will take place early next year and an offer to consult with us in our effort going forward.
3. The committee requested and held a meeting with Supervisor Bruce Gibson to further discover what existing programs or funding opportunities might be available. Supervisor Gibson gave a list of organizations that we might contact they are:
  - Tri-County Reginal Network
  - 3-CE
  - CSDA
  - SLO County Planning
  - SLO County Public works

The Supervisor also related that SLO County has done little to implement "Climate Change" policies or programs after they completed a 2012 Climate Action Plan. He stated that SLO County was not required, and funds were not available. And basically, related that Cambria was free to obtain our own funding from external sources.

4. Reviewed several cities published Climate Action Plans and attended a Zoom meeting with
  - City of San Luis Obispo
  - City of Santa Barbara

- City of Santa Cruz
- Monterey County
- City of Watsonville

At least one committee member concluded that: 1.) Climate Action Plans, in general, tend to be very similar when pointing to sources of GHG emissions. 2.) Smaller communities have limited abilities to attract funding and are very challenged to “move the needle” in terms of mitigating climate change.

**RECOMMENDATIONS:**

- Follow up on applying for the State grant offering early next year.
- Utilize our Professional Grant writer. Funding is essential to make changes.
- Focus on improvements that can be attributed to Climate Change and continue to apply for Grants to accomplish these goals.
- Most Green House Gasses (CO<sub>2</sub> emissions) are identified in all the CAP’s that we have seen. Look at ways to reduce vehicle traffic, particularly from tourism.
- Expand and promote Cambria’s Community Bus to include, perhaps, daily transport to Morro Bay, SLO and Paso Robles.

# Climate Change Planning and Policy in Cambria

To: CCSD Board of Directors

From: R&I Committee

Date: April 28, 2024

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## Summary

As we all must recognize, climate change is a reality that is affecting the earth's weather and therefore all segments of our environment. Awareness and concern however are not enough, change and adaptation is necessary to mitigate or lessen the effects of climate change that will undoubtedly impact the environment and the ways we all live and work in the future.

The community of Cambria acknowledges the need for change and adaptation and is now tasked with making decisions that will be effective and achievable. Chairwoman Karen Dean of Cambria's Resource and Infrastructure committee has directed an ad hoc committee to research what steps we as a community should be implementing by making recommendations to the CCSD board. The formal request made in 2022 was responded to in a number of ways, the latest of which was documented in "Climate Action Plan Recommendations". *Dated August of 2023; See Attached.*

This document is an update for the last nine months.

## Actions

It has become apparent that Cambria cannot rely on SLO County for financial support for climate change initiatives. With that in mind, the R&I committee has again engaged with California's Adaptation Planning Grant Program (ADGP) for the second round of grants.

- This year Director McElhenie will lead Cambria to focus on the potential of widespread wildfire and begin looking to establish evacuation routes. This grant, if awarded, will fund a comprehensive study of existing routes, and point to areas of improvement. It should be noted this the grant program does not allow for construction or materials costs.

Without funds to make major changes, conservation is the most approachable way to mitigate the effects of climate change. Cambria's Water Department has begun to address climate change in several ways through water conservation efforts they are:

- Implementing a program to replace residential water meters with advanced meter information (AMI) that allows end users to track, in real time, water usage. The meter replacement program incorporates the added benefit of locating with water leak alerts.

During the rainy season, the wastewater treat plant becomes inundated with storm water run-off that infiltrates into the sewer system. This is a significant amount of water that taxes the entire process and consumes a tremendous amount of electricity by processing storm water from the plant.

- Began a program to raise and replace sewer manhole covers that are below surrounding grade with sealed manhole covers.
- Optimize pump operation by scheduling pump operations to off- peak hours. Thus, reducing our carbon footprint in a significant way.
- Installing VFD's at Leimert pumping station. These devices allow pump speeds to be adjusted by demand and not just one speed.
- The wastewater treatment plant is continuing to upgrade hardware and software within the multi phased SST program. Many if not all the replacements and modernization efforts reduce greenhouse gases and the overall carbon footprint of the plant.

Other on-going programs aimed at Climate Change:

- Installing water saving devices in public buildings and water treatment plants.
- Continuing to raise public awareness to conserve water.

As existing equipment requires replacement new equipment is selected with conservation as a priority.

- Constantly reviewing existing drought contingency plans.
- Continue to educate and re-educate in order to keep up with ever changing technologies and best practices.
- Fleet transition to EV vehicles as mandated by the state.

## **Recommendations**

- Improve Fire Fighting Capacities.
  - 1) Improve water distribution systems and storage tanks.
  - 2) Clear brush and understories.
  - 3) Replace outdated equipment.
- Promote and expand public transportation.
  1. Make the community aware of Cambria's community bus service.
- Enact ways reduce Power consumption.
  - 1) Replace motors with high efficiency motors. (*Ongoing in SST Program*)
  - 2) Install VFD drives controlling electrical devices as necessary. (*Ongoing in SST Program*)
  - 3) Eliminate incandescent lighting.
  - 4) Follow SLO County Muni Code: 23.04320. Outdoor Lights
  - 5) Review City of SLO Muni Code 17.70.100 Lighting and Night Sky Preservation
- Raise awareness

- 1) Promote conservation in tourist areas.
- 2) Utilize public service announcements on local radio.
- 3) Educate and adopt from SLO Counties efforts. *See Links below:*

<https://www.slocounty.ca.gov/Departments/Planning-Building/Forms-Documents/Energy-and-Climate-Reports>

<https://climatewise.org/projects/san-luis-obispo/>

- Establish a Climate Action Plan Committee
  - 1) Set goals.
  - 2) Promote and monitor actions for improving conservation and making changes.
  - 3) Be active in identifying and applying for Grants to fund actions.
  - 4) Become active in the “climate change community” and continue to educate ourselves on current technologies. Now is the time for opportunities.

## **Report on the May 28, 2024, Finance Standing Committee meeting, for the June 13, 2024, CCSD Board Agenda**

The May 28, 2024, Regular Meeting of the Finance Standing Committee was held at the Veterans Memorial Hall in person and via Zoom.

Committee Chair Tom Gray **called the meeting to order** at 10:00 a.m.

Present were Mr. Gray, Vice Chair Cheryl McDowell and Committee members David Pierson, Karen Chrisman and Scott McCann. Keith Hinrichsen was absent.

Staff present were CCSD General Manager Matthew McElhenie, Administrative Department Manager Denise Fritz, Fire Chief Michael Burkey and Confidential Administrative Assistant Haley Dodson. Utilities Manager James Green was present briefly via Zoom during the discussion of the Preliminary FY 2024-25 Budget.

There were no reports from **Ad hoc subcommittees**.

In his **report to the Committee**, Chair Gray noted that this was the first Standing Committee meeting held in the main room of the Vets' Hall, employing audio and visual technology used up now only in smaller venues such as the Vets Hall dining room.

In **Committee member communications**, Mr. Pierson reported that a council of non-profits has been formed with an agenda to improve the relationships between the groups and work on community projects such as the Vets' Hall.

There was no **Public Comment** from attendees in person or via Zoom. Written comments submitted by Linda Prentiss of Cool, Calif., were noted and are included in the online record of the meeting.

On the **Consent Agenda**, the Committee approved the April 24, 2024 Regular Meeting Minutes by a vote of 4-0.

**Regular Business** included the following items:

### **1) Review and Discuss the FY 2024/2025 Preliminary Budget and Provide Recommendation(s) to the Board of Directors**

The proposed Preliminary Budget for FY 2024-25 was presented by Ms. Fritz, Mr. McElhenie and Chief Burkey. Ms. Fritz noted that the budget document included the elements prescribed by the newly updated Budget Policy, with the exception of the Budget Narrative, which was to be prepared for presentation to the full CCSD Board on June 20.

Ms. Fritz also noted that, due to revenue constraints, the Preliminary Budget as proposed does not include several capital improvement projects that had been approved for the Budget by the Resources & Infrastructure Committee. These include relocation of the Facilities & Resources and Administration buildings, an ATV for Facilities & Resources, roof and gutter repair for the Fire Station, a new Type 1 fire engine, a rescue ski for the Fire Department and Fire Station gates and fencing. She said these items might still be brought before the Board for possible approval during the upcoming fiscal year. Significant changes or other items of interest were outlined for each fund.

For the Fire fund, it was noted that the three-year SAFER grant would be expiring during FY 2024-25; Chief Burkey said he believes the CCSD has a good chance of getting that grant renewed. Ms. Fritz also pointed out

that the proposed budget includes a “buffer” – a 9% increase in salaries – in anticipation of a new contract with the firefighters union.

In Facilities & Resources, Mr. McElhenie explained how the fund had been brought into balance for FY 2024-25 by reducing contract services and hiring a third maintenance technician. He also expressed hope that a state Forest Health Grant, under which work is due to start in this calendar year, would produce long-term savings for the CCSD in maintenance of its open space including Fiscalini Ranch.

In **Public Comment** on this portion of the presentation, Dennis Dudzik of Cambria raised a question about the Preliminary Budget’s listing of a vacancy in F&R for the maintenance technician just hired.

In the Administration Fund, Ms. Fritz said spending largely followed prior-year patterns. Mr. McElhenie noted that the CCSD was considering taking its online broadcasting and recording of meetings in-house rather than using the current contractor.

Mr. Pierson raised the question of whether the proposed surplus in the Administration Fund was legitimate in light of the Prop. 218 rule that expenses allocated to Administration from Enterprise Funds had to be limited only to the cost of providing administrative services. Ms. Fritz said recording the surplus has been the usual practice, meant to cover future overhead costs.

In Water, WRF and Wastewater funds, Ms. Fritz noted that the final budget for Water will show a deficit due to projects already budgeted that will be continued into FY 2024-25 and are not yet in that budget. Wastewater is expected to show a surplus of about \$113,000.

Discussion of the Capital Improvement Projects (CIP) list focused mainly on the new format and the need to clarify certain aspects of it, including the new priority rankings, the identification of columns on the CIP table, and the treatment of requests for additional funds for items already budgeted. Ms. Fritz said that these issues would be addressed in a cover sheet for the CIP list at the June 20 Board presentation of the Preliminary Budget.

The Committee in a 4-0 vote (motion by Mr. McCann seconded by Mr. Pierson), recommended Board approval of the Preliminary Budget with the addition of information clarifying the CIP list (see above) and with a request that Staff confirm the legality of the Administrative Fund surplus under Prop. 218.

## **2) Review and discuss the revised Investment Policy revisions and consider recommendation to the CCSD Board of Directors**

The new policy was reviewed following revisions requested in the prior Committee meeting. The Committee voted 4-0 to approve forwarding the policy to the Board of Directors for consideration, with grammatical changes as needed (Motion by Mr. Pierson, seconded by Mr. McCann).

In **Future Agenda Items**, Chair Gray said a decision on holding a June meeting would be made at the June 11 Agenda review. The Committee will be considering the Final FY 2024-25 Budget at its regular meeting in July.

Chair Gray **adjourned** the meeting at 11:55 a.m.

*--Respectfully submitted by  
Tom Gray, Chair, Finance Standing Committee  
June 13, 2024*

## PROS Committee Report for the June 13, 2024 CCSD Board Meeting

The Parks, Recreation and Open Space Committee held a Meeting May 21, 2024, 2:00-3:46 PM, in person at the Vets Hall and via Zoom. We had a quorum, with all Committee Members present: Michael Thomas, Shannon Sutherland, Jeff Wilson, Juli Amodei Steve Kniffen and Jim Bahringer. Staff was represented by F&R Manager Aguirre attending in person.

Public Present: Laura and Crosby Swartz, Tony Church, and Shelly Becker attended in person. Kitty Connolly and Karin Argano attended on zoom.

The Committee and public extended a warm welcome to Juli Amodei to the PROS Committee, filling the void left by the resignation of Kermit Johansson.

**Chair Report**, Chair Thomas briefly discussed:

- The 4/18 Board approval of the introduction of a Civil Administrative Citations Ordinance.
- The 4/18 Finance Committee General Fund Revenue Enhancement Report to the Board and the formation of a Ranch Maintenance Ad Hoc Committee.
- The 5/9 Board Resolution requesting that the County Repair Rodeo Grounds Road, and County Public Works scraped and leveled Rodeo Grounds Road Tuesday 5/14.
- The 5/16 Board President announcement that Written Comments will no longer be read aloud during Board meetings. Chair Thomas asked for committee member input regarding whether we should make this change. Most of the committee members prefer that we continue reading Written Comments aloud at PROS Committee meetings

**Committee Member Communications**, 2:12 PM, Vice Chair Shannon Sutherland:

- Commented that based on her understanding it's time for the CCSD Board ad hoc committee to turn over further responsibility for the skate park project to the PROS Committee.
- Asked for updates on the East Ranch restroom monthly.
- Encouraged committee members to be united as a committee and support outcomes of committee votes, rather than cause dissent by the advocating against PROS Committee decisions at the CCSD Board meetings and elsewhere.

**Reports from Affiliated Community Groups,**

- [Friends of the Fiscalini Ranch Preserve](#), Executive Director Kitty Connolly, 2:15 PM,
  - The recent annual Wildflower Show was a success, with ~ 500 visitors.
  - Held an FFRP Volunteer appreciation event.
  - Thanks to F&R for recent West Ranch thistle spraying.
  - Kudos to volunteers for weekend iceplant removal party.
  - There will be a “pop up” sales and awareness event Saturday.
  - Have been getting good public feedback on the linking boardwalk project.
- [Skate Cambria](#), Juli Amodei, 2:19 PM
  - Broad participation in regional skate events.
  - Land Use Permit issued by the County; Construction Permit is in process.
  - Working on the Maintenance Fund. CCSD funding obligations have been reduced to \$137k due to the award of \$47k in grant funding for the restroom.
  - Once the Construction Permit is issued, the the next step will be RFP for construction.
- Friends of the Dog Park, Shelly Becker, 2:28 PM: There is a Sunday 6/2, 8-12 work party, weeding and clean up event planned at the dog park.
- [Greenspace the Cambria Land Trust](#), Executive Director Karin Argano, 2:29 PM,
  - Upcoming Speaker Series.
  - Chinese Temple at Creekside Reserve open for tours during Cambria Historical Society Heritage Day event Saturday, May 25.



- An Evening with Bats at Creekside Reserve May 30, 6:30-8:30 PM.
- Upper Salinas Las Tablas Resource Conservation District will begin a fuel reduction project in Strawberry Canyon this summer.
- [Forest Committee](#), 2:32 PM, Crosby Swartz called attention to the Rancho Marino fuel reduction/fire break project currently underway along Randall and up into Camp Ocean Pines

### **Public Comment Not On The Agenda, 2:35 PM**

Laura Swartz provided a copy of the SLO Land Conservancy 2023 Annual Report, celebrating their 1<sup>st</sup> 40 years, and called attention to page 5 which states, “*The land Conservancy of SLO County was founded on May 1, 1984 in response to growing concern regarding thousands of legal parcels in Cambria and what development of those lots would mean for scarce water resources and the iconic Monterey pine forest.*”

Subsequent to the meeting, Chair Thomas has been in communication with Daniel Bohlman, Land Conservancy Deputy Director, to request copies for the committee, and to be informed when the 2023 Annual Report will be posted on their website.

### **Facilities & Resources Manager's Report, 2:38 PM, Mr. Aguirre provided a thorough report:**

- Recently sprayed Milestone herbicide on the West Ranch to control Italian Thistles.
- Working on fuel breaks.
- Due to unusually large volumes of weeds and grasses, it does not look like we will make the 7/15 weed abatement deadline on CCSD lots.
- Challenges putting up the high school banners on light poles, many of which are missing bars used to hang the banners.
- Mulching and spreading chips on trails on the East Ranch.
- Given the urgency of French broom removal, planning to tackle this along the Santa Rosa Creek Trail next week.
- Still down to one tractor due to maintenance issues.
- No longer using All Clean for janitorial services. F&R staff has taken this work on to reduce expenditures. Staff cleans and opens the restroom in the morning, and has been closing them at 6:00 PM.

### **In Regular Business:**

**PROS Goals Progress Report**, 3:10 PM, Vice Chair Sutherland provided update on the process. We will review the report at each meeting, the Directly Responsible Individuals will provide updates, and Shannon will update the report for inclusion in the following meeting. We will delete the goals associated with the Burton Drive Walkways and Safe Pedestrian Walkways, based on Board direction.

The committee had a brief discussion of **Ad Hoc Committee Assignments**, 3:36 PM,

The committee discussed **Future Agenda Items**: 3:40 PM,

- Monthly updates on the East Ranch Restroom.
- What can be put out on the East Ranch prior to the Restroom being operational.

The next PROS Committee Regular Meeting is scheduled Tuesday, June 18, 2024, 2-4 PM.

Respectfully submitted,  
Michael Thomas, Director and PROS Committee Chair

## **Resources & Infrastructure Committee Report for June 13, 2024, CCSD Meeting**

The regular meeting of the Resources and Infrastructure Committee was held on Monday May 13, 2024, in person at the Veterans Memorial Hall and via Zoom.

### **Opening (Time 2:01 pm)**

The meeting was called to order by Chairperson Karen Dean at 2:01pm. A quorum was established.

Committee members present were Chairperson Karen Dean, Vice Chair Steve Siebuhr, Secretary Derrick Williams, and Committee members Julie Amodei, Mark Meeks, and James Webb.

Staff present were General Manager Matthew McElhenie, Utilities Manager Jim Green, Program Manager Tristan Reaper, Wastewater Superintendent Toni Artho, and Water Systems Superintendent Cody Meeks.

Attendees in person were Dennis Dudzik, Allan Dean, Christine Siebuhr, and David Pierson. Attendees on Zoom were Jim DiPasquale from the Forest Service, Regina Larson, Crosby and Laura Swartz, and Tony Safford.

### **Regular Business 4.A. (Time 2:02pm)**

#### **Receive Presentation on Co-Generation Options for Cambria**

This item was taken out of order due to the Forest Service Representative being on Zoom for the discussion.

Fire Safe Focus Chair Dave Pierson presented a proposal for a co-generation project that could process the chips from forest management and fire prevention efforts. Mr Pierson introduced Jim DiPasquale, who is a Wood and Biomass Utilization Specialist with the Forest Service. Mr DiPasquale explained that these co-generation units work on wood chips only, but not green waste, and convert the wood chips into usable energy and biochar. The unit takes fossil fuel to start but runs itself after that. The Forest Service does have grant funding available of approximately \$300,000 for implementation of co-generation projects. They also have a Wood Energy Technical Assistance Team available to help with determining the size and type of facility that would be best for our area. It is unclear what the cost for this type of project would be beyond that \$300k grant, unfortunately Mr Austin Liu, the Principal Biochar Investigator for All Power Products, was not available to attend this meeting and answer questions. The Committee asked if there was an existing functioning unit in a community similar to Cambria that can be visited. This is new technology and there is an experimental unit underway in Berkeley. It was determined that a lot more information was needed on this proposed project, and Staff offered to have conversations with PG&E, All Power Labs, and the Air Resources Control Board to research options and cost and bring that information back to R&I at a later date.

#### *Public Comment:*

Mr Dudzik stated that an advantage of this system is that we can run the unit when power is needed, and that other municipalities are looking at the same type of system particularly in the Sacramento area.

Back to our agenda schedule.

### **Chair Report (Time 2:24 pm)**

Chair Dean reported that this was Committee member Juli Amodei's last R&I meeting, she will be joining the PROS Committee where her passion for recreation and our community youth will be a great asset for PROS in

their work on the East Ranch Park endeavors. Juli was a valued member of R&I and will be missed on this committee. The opening on the R&I Committee will be advertised at the June 13 Board of Directors meeting.

### **Ad Hoc Committee Reports (Time 2:28 pm)**

Committee member Meeks reported that he has contacted Source Global regarding the costs for solar hydro-panels for Cambria, but they have been busy with other projects and have not put together that information as yet. This item will be on the agenda for July.

Committee member Williams needs some more information from staff regarding areas for geophysical studies to aid in the search for potential areas that may have subsurface water potential, this discussion will also be on the July agenda.

General Manager McElhenie gave an update on the Climate Change Adaptation and Resiliency Grant application status. The application deadline was delayed until June 2, and Mr McElhenie and staff are working on the final details of the application. *Public Comment:* None

**Committee Member Communications:** None

### **Utilities Department Report (Time 2:32 pm)**

Utilities Manager Jim Green reported on the following projects:

- EV charging station: The EV station is now complete and fully operational.
- Skate Park: Section 106 permitting is now covering a larger area. The mapping was completed on May 7. Will be putting out an RFP for design and construction soon.
- East Park Restroom: The restroom is now expected to arrive in late January. The District will likely break ground and do site preparation in mid-January.
- San Simeon Pipeline Project: District had a good meeting with State Parks last week. The fourth alignment alternative which runs along side Hwy 1 is State Parks preferred alternative as it takes any infrastructure out of the wetlands and nature preserve. State Parks will write a letter of support, and this may help get the District a notice of exemption from CEQA.
- Zero Liquid Discharge: The contractor will be here Wednesday for a site visit. The District will get an update following that visit. The pilot project is planned for October.
- Stuart Street Tanks: Still on schedule. More geotechnical work is being completed. A Section 106 review was done by Rincon.
- San Simeon Well #3: Still waiting for the contractor to provide a bond.

*Public Comment:* None.

### **2. Public Comment on Items not on the Agenda (Time 2:51 pm)**

There was no public comment.

### **Regular Business**

#### **3.A. Consent Agenda (Time 2:52 pm)**

**Consideration to Approve the April 8, 2024 Regular Meeting Minutes and April 15, 2024 Special Meeting Minutes**

Committee member Amodei moved to adopt April 8, 2024 minutes as written. Committee member Meeks seconded the motion. Motion passed: 5-Ayes, 0-Nays, 0-Abstain, 0-Absent.

Committee member Meeks moved to adopt the April 15, 2024 Special Meeting minutes as written.

Committee member Webb seconded the motion. Motion passed: 5-Ayes, 0-Nays, 0-Abstain, 0-Absent.

#### **4.B. Receive Update Reports from the Ad Hoc Committee on Climate Change, Discussion and Consideration to Forward a Recommendation to the Board of Directors. (Time 2:54 pm)**

Chair Dean provided a historical background on the District Climate Change Policy. Ad Hoc Committee member Meeks summarized the Climate Change Planning and Policy Report that will be forwarded to the Board of Directors. Additional comments were made by Ad Hoc Committee member Amodei.

Chair Dean, Committee member Webb, and Committee member Williams provided editorial suggestions to the Climate Change Planning and Policy Report and the cover memorandum.

Chair Dean suggested the report include links to the SLO County Lighting Code and the SLO City Code on Lighting and Night Sky Protection, as well as the link to the SLO County Climate Wise reports.

*Public Comment:* None

Committee member Williams moved to forward the reports, as amended, to the Board of Directors. Committee member Meeks seconded the motion. Motion passed: 5-Ayes, 0-Nays, 0-Abstain, 0-Absent.

#### **4.C. Receive Presentation on Clean Fleet and Regulations, Discussion and Consideration to Forward a Recommendation to the Board of Directors. (Time 3:21 pm)**

Program Manager Tristan Reaper provided background on the Advanced Clean Fleet Regulations. This topic has been discussed at a previous R&I meeting, but without the request to forward the recommendations to the Board as Staff wanted to bring back this more detailed presentation. As of January 1, 2024, the California Air Resources Control Board (CARB) adopted the Advance Clean Fleets Regulation. These new regulations require that 50% of the vehicles with a gross weight rating over 8,500 pounds bought by the District must be zero-emission vehicles. Starting January 1, 2027, 100% of the vehicles with a gross weight rating of 8,500 pounds or more purchased by the District must be zero-emission vehicles. PG&E is offering incentives to install new charging stations, these would be installed at the wastewater treatment plant to charge District electric vehicles. This incentive ends June 30, 2024.

*Public Comment:* Ms Larson suggests the District start early because the process can be long, and there are funding opportunities.

Committee member Meeks moved to forward the recommendation to the Board of Directors that the District apply for the PG&E incentives and commit to installing one vehicle charger and to buy two zero-emission vehicles. Committee member Amodei seconded the motion. Motion passed with 5-Ayes, 0-Nays, 0-Abstain, and 0-Absent.

#### **5.A. Future Agenda Items (Time 3:37 pm)**

Chair Dean asked for future agenda items.

June is currently anticipated to include the following agenda items:

- Annual Water Supply and Demand Assessment Report
- Zero Liquid Discharge Project Update
- Consider an Agreement with Creek Lands Conservancy for Consultation on Off Stream Storage and San Simeon Creek Watershed Enhancement
- Consider Transfer of Ownership of USGS San Simeon Stream Gauge and Survey Station on CCSD Property from SLO County to the CCSD

Committee member Amodei requested a report on the Climate Change Adaptation and Resiliency Grant.

The July agenda is expected to include an Ad Hoc report up the Source Global Solar Hydropanels, and an Ad Hoc report on Geophysical Survey options.

#### **6.A. Adjournment (Time 3:40 pm)**

Chair Dean Adjourned the R&I meeting at 3:40 pm.

The next R&I meeting will be held June 10, 2024, at 2:00 pm.

Respectfully submitted,

CCSD Director Karen Dean, R&I Committee Chairperson

## NCAC May 15, 2024 Meeting Summary for the CCSD Board of Directors

The North Coast Advisory Council held a meeting May 15, 2024, 6:02-8:46 PM via Zoom. This report summarizes some of the more salient points discussed. For the convenience of those watching the recorded meetings, approximate start times are noted at several points in this report. For further detail, please visit the well-organized NCAC website:

- Agendas with written reports: <https://www.ncacslo.org/meeting-agendas>.
- Minutes: <https://www.ncacslo.org/minutes-of-meetings>.

### Public/ Council Comment/ Report from Supervisor Bruce Gibson:

- 6:07 PM, Substantial discussion about **the March 9 Dog attack**, public concern that actions taken by Animal Services are insufficient considering the intensity of this horrific incident and the history of other attacks by this dog. Specific concerns include: Animal Services did not come out to interview witnesses and gather evidence, the dog should be muzzled whenever in public, and signage should be in place warning the public.
- 6:32 PM, Substantial discussion regarding **the vacant house at 343 Harvey**, public concern that actions taken by Code Enforcement are insufficient. Supervisor Gibson stated that Code Enforcement found no threat to public health and safety, and that the County will rely on the judgement of the CCSD regarding whether the building is a fire threat. A suggestion was made to request an inspection warrant.

### Regular Public Agency Reports:

- 6:54 PM, Public Safety: Commander Stuart Macdonald provided a written report, and discussed the nature of the incidents. With no reported phone scams, considering that phone scams are ubiquitous these days, these are clearly underreported.
- 7:02 PM, CCSD Fire Chief Michael Burkey provided a written report, discussed the nature of the incidents, including a minor vegetation fire on Hwy 1 just south of the Hwy 46 junction, and recapped key learnings from the Wildfire Preparation Event regarding home hardening. Every owner should prepare as if they will need to shelter in place. The [video](#) is available on SLO Span.
- 7:18 PM, SLO County Planning:
  - Jeremy Freund introduced **Ana Luvera - the new NCAC liaison**. Jeremy Freund has been reassigned as the Avila Beach liaison.
  - Kip Morais provided a brief oral report
  - Substantial concern and fairly heated discussion regarding the recently constructed wall at 5110 Nottingham, concern that the wall height does not comply with code.
  - Claudia Harmon asked when the lighting code will go back to priority 1. Supervisor Gibson stated the next opportunity will be the October planning session, but not likely.
- 7:33 PM, CCSD: Michael Thomas provided a written report, and briefly summarized a few key points.
- 7:36 PM, Cambria Fire Safe Focus Group: Dave Pierson provided an oral report, explained that wildfire risk in Cambria is not viewed as risky as other areas of SLO County, discussed practices by insurers, such as drone video footage, and encouraged all to ember proof our homes, with priority to roof, vents, and gutters.

### Guest Presentations:

7:52 PM, following the break, CCSD General Manager and Utilities Manager, in response to questions from NCAC members, provided a thorough and informative 40 minute discussion and Q&A regarding the history of the Water Reclamation Facility and permitting challenges.

### Reports from Standing Committees and Special Interest Representatives:

- 8:34 PM, Land Use Committee: Jeff Kwasny provided a written report, and after brief discussion, the NCAC approved referral of 5 projects for Minor Use Permit/ Coastal Development Permit.

- 8:40 PM, Environmental Report: Christina Galloway provided an oral report, briefly discussed the wind project.
- 8:45 PM, Treasurers Report: Ted Key provided a brief oral report.

The next NCAC Meeting will be June 19, 2024, at 6:00 PM via Zoom.

Respectfully submitted, Michael Thomas, CCSD Board of Directors

## May 17, 2024 Cambria Forest Committee meeting summary

The meeting was called to order by Chairperson Crosby Swartz at 10:05 AM. In attendance were Treasurer Laura Swartz, CFC Board member Julie Jorgensen, Friends of the Fiscalini Ranch Preserve (FFRP) Executive Director Kitty Connolly, Greenspace Executive Director Karin Argano, local California Native Plant Society (CNPS) representative Neil Havlik, Cambria resident Dennis Dudzik, and CCSD Board member and CFC liaison Harry Farmer.

Crosby began the meeting by positively commenting on the Earth Day festivities that took place at the Greenspace Creekside Reserve on Center St on April 21st. He complimented Ms Argano on the great job putting the event together, including the great number of exhibitors as well as the wonderful weather, and overall it was, “just an amazing event.” He then remarked on the recent Native American Forestry Presentation webinar he attended, which included insights into the western “human dominated” philosophy versus the centuries long approach of Native Americans who overall have a greater sensitivity to the natural world. He said there was a Native American Forest Manager in attendance who oversees a large amount of acreage in Wisconsin, and he described the process where the people work with large and healthy “seed trees”, enhancing the ability of these special trees to germinate and sprout seedlings. Also in attendance was a gentleman who commented on the financing and funding of many global environmental projects.

Laura Swartz then reported on the recent Annual Reception of the Land Conservancy of San Luis Obispo. In fact, this was the 40 year Anniversary of the organization, and the entire event was very impressive, including the many dedicated members in attendance. Laura remarked that their first project began in Fern Canyon, and was part of the Lodge Hill Restoration in Cambria. Since then tremendous progress has been made over the years, including having conserved 25,000 acres in SLO County during this period of time, a remarkable achievement.

At this point the minutes for the April 12th meeting were approved, followed by the Treasurer’s Report. Laura said that CFC had paid their IRS taxes as a 501(C)3 due on May 15th, including a check to the Department of Justice. She also informed us that long time accountant Lynne Singer is planning to retire, and may not be available next year. FFRP ED Connolly then suggested contacting another accounting firm here in Cambria who has been doing their taxes and is highly regarded.

In Organizational Reports, local California Native Plant Society representative Neil Havlik reported on the Dana Reserve Development Project that was recently approved by the County Board of Supervisors, and his disappointment with this decision. Both Ms Argano and Ms Connolly stated their organizations had written to the County expressing their opposition over this project that includes the cutting down of nearly 3,000 oak trees. The group in Nipomo protesting this project, the largest in SLO County in 25 years, could be considering litigation in this matter. Otherwise, Neil stated that not much is going on with the NPS regarding Cambria.

Crosby provided a quick report on the Cambria Fire Safe Focus Group, and the recent Wildfire Preparedness Event that occurred at the Veterans Hall on May 11th. He did not attend, but stated that a video of the event is available at the CCSD website. Kitty, who said she was there for the entire day, remarked that the function mainly focused on what people needed to know, including taking a very practical approach to fire prevention at one’s residence through various recommendations for home hardening procedures. She also remarked on her appreciation for the art work presented by local high school students who attended along with their parents and teacher, saying the art was cleverly done, and the messaging was on target.

FFRP ED Connolly then began her report by stating that the annual Wildflower Show the last weekend in April “was a blast”, and how impressive this all volunteer event is, with a wonderful abundance of nature’s creation on display for all to see. She also said FFRP had just had a Volunteer Party on Wednesday, May 15th, that an ice plant pulling party would be happening this coming Saturday, and there would be a Pop Up



booth on the Ranch on Saturday May 25th. She's happy to report the final funding is in place, and the contract almost ready, for the Linking Boardwalk Project. Everything is moving along, the much anticipated project should be done by Fall, and much positive feedback has been received from the public. As for Ranch maintenance. There are two volunteer groups involved, the "invasive weeders" and the "trails crew", mainly involved in removing ice plant and grasses. Also much spraying is being done for thistle, an ongoing 10 year project that involves a spray that is not toxic to animals. Apparently volunteers concentrate on removing mustard, radish and grasses, though unfortunately presently there are not enough weeders to help out.

Greenspace ED Argano enthusiastically reported that their Earth Day event at the Creekside Reserve was "great". There were 32 booths, 27 eco organizations were represented, many who donated monies to Greenspace, and nearly 500 members of the public attended. The plan is to use the Creekside Reserve more often to provide educational events for the community, including a Speaker Series, with four planned for the remainder of 2024. An upcoming highly educational happening will focus on Bats, which unfortunately for most of us is already sold out. Karin also stated that "fuel reduction" in Strawberry Canyon will be starting at the end of June or beginning of July. She also spoke to a recent event she attended in Southern California that focused on Forestry and Resilience, balancing forest health with fire safety. Many different perspectives were offered. It was also reported work has begun on the shaded fuel break on Randall Rd at the entrance to Camp Ocean Pines.

Crosby addressed the idea of updating and reprinting the Invasive Weed Guide put together many years ago by Christine Heinrichs. The hope is to approach the Cambria Community Council for some grant funding for doing so, as they helped out with providing financial assistance for the first printing. He also spoke to the need to refresh the kiosk at the entrance to the Historic Museum, as it's, "looking a little tired". The kiosk as an excellent opportunity to provide information on various subjects and events in our community.

Crosby then talked about the website: [iTreeTool.org](http://iTreeTool.org) which, among other topics, addresses tree canopy assessment tools that help promote positive forestry practices here in Cambria. Karin remarked that overall the Cambria Forest management Plan could be enhanced through the use of satellite imaging, and this approach was being taken by the Upper Salinas-Las Tablas Resource Conservation District (US-LT RCD). This is just one of the indicators of the positive use of the latest technologies to take an harmonious approach to forest well being. Crosby remarked on software presently available to Forest Managers.

Crosby asked if there were any suggestions the CFC could present to the CCSD PROS (Parks, Recreation and Open Space) Standing Committee, none were offered. At this point Kitty made the following comment with a smile, "I'm really enjoying these meetings", an uplifting addition to winding down our Friday morning meeting together.

At this point Crosby adjourned the meeting at 10:50 AM.

The next Cambria Forest Committee meeting will be on Friday, June 14th at 10AM via Zoom.

This summary written and submitted by CCSD Director and CFC liaison Harry Farmer.

## Friends of the Fiscalini Ranch Preserve May 14th, 2024 Meeting Summary

The meeting was called to order by Chair Dianne Anderson at 4PM. In attendance were Chair Anderson, Vice Chair Tom Loganbill via Zoom, Secretary John Nixon, Treasurer Mary Maher, Executive Director Kitty Connolly, Barbara Beuche, assistant to ED Connolly, and Board Directors Ellie Etter, Rusty Burns, Cathleen Campe, Shari Robascotti, CCSD Board Director and PROS (Parks, Recreation and Open Space) Committee Chair Michael Thomas, and CCSD Board Director and FFRP Liaison Harry Farmer.

The first order of business was approval of the minutes from from the April 9th FFRP meeting. The motion to do so was made by Ellie Etter, with a second by Cathleen Campe. Board approval was unanimous.

There was no Public Comment.

Matters for Decision began with determining which meeting to skip at this time of year. With the Annual meeting and January monthly meeting taking place usually the third Saturday in January, there is no February FFRP meeting. Then a meeting is skipped this time of year usually determined by Board member availability. After a brief discussion it was decided to pass on the June 11th meeting, with the next meeting being on July 9th, 2024.

The next order of business was Executive Committee nominations. The four mandatory members are Officers of the Board, in this case Chairperson Anderson, Vice Chair Loganbill, Secretary Nixon, and Treasurer Maher. The fifth member is Bob Detweiler. With sixth member Joyce Renshaw having resigned early this year, someone is needed to take her place.

Chair Anderson nominates Board member Ellie Etter, noting her abundance of energy and enthusiasm, including on the Outreach and Development Committee. This choice was seconded by Shari Robascotti, and unanimously approved by the Board.

Next on the Agenda was to Reauthorize Resolution for Signature authority for Executive Director Connolly. After a brief presentation by Ms Connolly on the reasoning for doing so, authorization was unanimously approved

Under Matters for Discussion, ED Connolly presented a very interesting and surprising circumstance. Kitty had been informed by a representative from JP Morgan Chase that a gentleman from Fresno had passed away and left a bequest of a six figure sum to FFRP. When this person's name was mentioned, no one recognized who he was. Needless to say his generosity is very much appreciated. More details will likely be provided once other members of his family are aware of this situation and perhaps connect with FFRP. Ms Connolly then provided an update on the much anticipated linking Boardwalk connecting the Marine Terrace road with the Bluff trail. She thanked Mark Larsen for the assistance he's provided in reviewing and improving the contract with Quincon, especially as revision was needed due to insurance for materials being required. A Zoom meeting with County Planning helped clear up a few issues, and SWCA is available to provide most of the additional services needed. As a result of the activity taking place on this project, more interest is being generated in the media, including interviews with TV station KSBY, public radio station KCBX, the Tribune newspaper, as well as an article in our local on line provider of information CambriaCA.

Kitty also provided an update on Ranch maintenance, including that the annual herbicide spraying is taking place on the Ranch by CCSD Facilities and Resources Supervisor David Aguirre and his crew. Thankfully this spray is non toxic, therefore safe for animals as well as dogs being walked on the Ranch.

Ranch Manager Aguirre was not present and available to provide his report.

Chair Anderson did not have a Chairperson's Report.

Treasurer Mary Maher reported that the Finance Committee agreed to move two \$50,000 CDs that matured on 4/16/24 and 5/10/24 into FFRP's treasury money market fund currently yielding 5.03%. Also, FFRP ended April with \$4.8 million in long term investments, \$676K in short term investments, and \$36K in the checking account.

Outreach and Development Committee member Ellie Etter raved about the recent Wildflower Show, and said she would be contacting Jo Ellen Butler as to what could be done to make the volunteer experience better. At this point Rusty Burns offered to help with an on line survey on feedback from attendees at the show. Ellie expressed her

gratitude for the legacy gifts, stating it would be good to thank donors for their generosity before they passed away. She added she would try a test mail spread out over time and not at once, including contacting small donors as well. She added she's already created two draft letters for consideration. She requested all Board members provide feedback on this.

The Ranch Committee Report was provided by Michael Thomas. He remarked on the abundance of weeds and thistle on the Ranch, and the problem persisted despite the efforts of the weekly Wednesday weeding crew. He said he would be at the Cambria Farmers Market this Friday hoping to attract some additional volunteers to assist with Ranch maintenance.

He also added that there was an 85% success rate from the most recent sapling planting.

Tom Loganbill reported no bench work was needed these recent weeks.

No Stakeholders Report was verbally provided.

Rusty Burns ended the meeting by providing the results from his experiment with AI and the Artificial Intelligence web site GBT asking for five different replies from "parachute audiences". These responses were apparently generated in a relative few seconds each and appeared to be from actual human beings. Obviously both impressive and disconcerting.

On this humorous note, the meeting was adjourned by Chair Anderson at 4:58 PM.

The next FFRP meeting will be July 9th at 4:00 PM at the Cambria Center for the Arts green room, 1350 Main St.

This summary written and submitted by CCSD Director and FFRP liaison Harry Farmer.