

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
Wednesday, November 22, 2017 9:00 AM

1. OPENING

A. Call to Order

President Rice called the meeting to order at 9:05 a.m.

B. Pledge of Allegiance

President Rice led the Pledge of Allegiance.

C. Establishment of Quorum

A quorum was established.

Directors present: President Rice, Vice President Farmer, Director Bahringer, and Director Wharton.

Staff present: District Counsel Timothy Carmel, Administrative Services Officer/District Clerk Monique Madrid.

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

A. DISCUSSION AND CONSIDERATION TO APPOINT AD HOC COMMITTEE FOR THE RATE AND FEE STUDY FOR WATER AND SEWER RATES AND CAPACITY FEES

District Counsel introduced the item and provided the Board with a brief summary.

Public Comment:
Christine Heinrich
Elizabeth Bettenhausen

The Board President is interested in serving on the Committee.

Director Wharton offered to serve on the Committee.

Director Bahringer is interested in serving on the Committee with a desire to have the study be expeditious and cost saving.

Vice President Farmer moved to appoint an Ad Hoc Committee for the Fee Study for Water, Sewer Rates and Capacity Fees, with members President Rice and Director Bahringer.

Director Wharton seconded the motion.

Roll Call Vote:
Vice President Farmer-Aye
Director Wharton-Aye
Director Bahringer-Aye
President Rice-Aye

Motion Passed Unanimously: 4-Ayes, 0-Nays, 0-Absent

B. DISCUSSION AND CONSIDERATION TO FILL THE VACANCIES ON AD HOC COMMITTEES AND LIASON POSITIONS CREATED BY THE RESIGNATION OF GREG SANDERS

District Counsel introduced the item and provided the Board with a brief summary.

Public Comment:
Elizabeth Bettenhausen

Director Bahringer recommended the item be moved to the December meeting.

Consensus was reached to table the item.

Director Bahringer moved to table item 2B with the understanding that the President and Vice President comprise the Finance Ad Hoc Committee.

President Rice seconded the motion.

Roll Call Vote:
Director Bahringer-Aye
President Rice-Aye
Director Wharton-Aye
Vice President Farmer-Aye

Motion Passed Unanimously: 4-Ayes, 0 -Nays, 0-Absent

C. DISCUSSION AND CONSIDERATION OF RECOMMENDATIONS OF AD HOC COMMITTEE ON PROCEDURE TO FILL THE VACANCY ON THE CCSD BOARD OF DIRECTORS CREATED BY THE RESIGNATION OF GREG SANDERS, APPROVE A PROCEDURE AND SCHEDULE A SPECIAL MEETING TO INTERVIEW CANDIDATES AND MAKE AN APPOINTMENT

District Counsel introduced the item and provided the Board with a brief summary.

Director Wharton provided a 4 page handout for the Board members of his recommendations to the Board. The announcement was posted on November 17, 2017, and the application period closes on December 1, 2017. Submitted applications will be reviewed by Board members following the closing of the application period. Solicit additional questions from the community. President Rice and Director Bahringer narrow down the questions to be asked of the applicants.

He provided a scenario for the meeting as follows:

President calls the meeting to order and provides the outline of the procedure for the meeting. Clerk will randomly provide the order to the applicants, and record the number and provide to the President.

Candidates will be sequestered.

The community is invited to submit public comment slips.

During this time the Directors will define their wants and needs in a new Director.

Questions asked of the candidates

Applicants will remain sequestered following their interview and during public comment.

Public comment will be allowed following each interview

Public comment is addressed to the President

If fewer than 8 applicants, we will skip this next section, but if we have more the applicants will remain sequestered:

Board names up to 8 applicants for further discussion

Random order will be given to the applicants by the Clerk

Directors 1-4 gets to choose 1 applicant to move forward

Directors 4-1 then choose 1 applicant, until we have a pool of selected applicants

All applicants are moved back to the room.

Applicants will be brought in by random order and the non-selected will be thanked for their participation.

Applicants sequestered and brought out individually to answer questions

Questions will be asked by the President following the nomination and second, the applicant will come out to observe the process. If no one is selected then a second meeting held. If second meeting is unsuccessful, then the process will be forwarded to the Board of Supervisors

Director Farmer provided his suggestions. All Directors be involved in asking questions of applicants and be involved in finding the next Board member. Still believes his rank process suggested at the last meeting is his preference. Wants the process to be more transparent to the community as to how the next Board member is selected.

Director Bahringer documented what he thought the Board discussed at the last meeting. Has one major change in that when applicant is asked to speak directly following the interview to allow the public to comment based on the questions and answers provided. Generally agrees with the process as suggested by Director Wharton and is a good start.

President Rice spoke of her disappointment in the Committee's lack of ability to work as a committee and lack of compromise to present a process to the Board.

She asked the Directors to identify the qualities they are looking for in a Board Member.

She stated she wants a team player, the importance of working together and coming to a consensus. It is important to have someone to answer questions who can overcome personality and has a financial background. Experience on a board. Many issues face the Board. Evaluate the knowledge, experience and skills of the candidate.

The process as described by Director Wharton is confusing. She suggested using Christine Heinrich's suggestion to follow a Fire District's process. She suggests having a discussion about qualities for the Director and come up with questions that can be distributed to applicants.

Director Bahringer suggested they do hold a discussion to identify what they are looking for in a new Board member and two Board members are selected to identify 3 questions to ask the candidates.

Public Comment:

Elizabeth Bettenhausen

Christine Heinrich

Steve Kniffen

The Board set a date for a Special meeting: December 4, 2017, 10:00 a.m.

Discussion of qualities of candidates:

Director Farmer:

Limiting the number of questions to 3 is not beneficial. He encourages the public to provide their choice of questions to the Board or the CCSD office. It's an important process. He's made more of an effort to inform community of how money is being spent. Using common sense, open minded, cordial and respectful. Willing to work with the Board members and eliminating the narrowness of the focus. Collaborative. Wants to see someone who loves the community and respects mother nature and building a sense of community, not more houses.

Director Wharton:

Common sense, open minded, cordial and respectful. Institutional knowledge, local control over processes, need to have local control on the SWF and operations,

Institutional knowledge: someone who is deeply knowledgeable on the financial items and knowledge other than what they hear secondhand, has done the research, how much more of a financial burden are they willing to put on the rate payers. Financial acumen, open minded, collaborative, focused on local control (SWF).

President Rice:

Public safety background, budget and audit experience, open minded, collaborative, cordial, respectful, willingness to reach out and an ability for the community to show their support of that person. Team player.

Director Bahringer:

Focus on policy decisions, cordial, community support, open minded, truly believes in the good of the community, community involvement, someone who has blood drive annually, concerned the process will eliminate some vital candidates. Asked for another Director to support appointment of Steve Kniffen. He suggests we schedule another meeting, if another supports Steve Kniffen today. Consensus was reached on the following process to fill the vacancy at the December 4 Board meeting.

1. Applicants will be sequestered
2. Applicants come to meeting, pick a random number, applicants sequestered, come in one at a time to introduce themselves 3-5 minute speech, return to being sequestered, Board takes public comment following all the candidates introduction, (each Director can reach out to each candidate separately after receiving their applications), Board will have discussion, process: each Director chooses up to 3 applicants, all applicants who are picked by a Director will move forward in the process. Of the narrowed pool, Board will ask questions to each candidate, the interviews will be in the same random order as initially selected, Clerk's office will provide one question to each of the candidates prior to the interview date. Applications will be provided to the Directors as they are received.

Director Farmer asked the Clerk to contact all applicants from the prior process, by sending an email to advise the process is restarted and invite to apply again.

Supplemental question:

One additional question to all applicants: what is their vision for Cambria in the next 5-10 years?

Director Bahringer suggested we have a written process with a meeting on 11/29 to approve it and decide the questions from the public.

Director Bahringer moved to make an opportunity for a candidate who is present, has submitted their application, but elects not to be grilled, to be eligible for nomination. The motion failed for a lack of a second.

Public Comment:

Laura Swartz

3. ADJOURN TO CLOSED SESSION Closed Session shall be held at the Veterans Hall Fireside Room located at 1000 Main Street, Cambria, CA (Estimated time 60 Minutes)

President Rice adjourned the meeting to closed session at 10:50 a.m.

- A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION** Pursuant to Government Code Section 54956.9 (d)(2)
One potential case.
- B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION** Pursuant to Government Code Section 54957
Title: General Manager