

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, March 22, 2018 2:00 PM

1. OPENING

A. Call to Order

President Rice called the meeting to order at 2:00 p.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 Bahringer, Director Farmer, Director Wharton, and Director Pierson.

Staff present: General Manager Jerry Gruber, District Counsel Timothy Carmel, Administrative Services Officer/District Clerk Monique Madrid, Finance Manager Rudy Hernandez, and District Engineer Bob Gresens.

D. Agenda Review: Additions/Deletions

President Rice asked for any additions or deletions to the agenda.

There were no additions or deletions to the agenda.

2. PUBLIC SAFETY (Estimated time 5 Minutes per item)

A. Sheriff's Department Report

Commander Voge provided a summary of recent activities in Cambria for the Sheriff's Department.

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

Public Comment: Don Howell

4. Manager's Report

A. Finance Manager's Report

The General Manager asked the Board to allow the Finance Manager to update the Board during the Mid-Year Budget review item. The Board agreed and moved onto the next agenda item.

B. Fire Chief's Report

The General Manager introduced the item and turned it over to Fire Chief William Hollingsworth.

Chief Hollingsworth provided a summary review of the report and recent activities in Cambria.

C. Ad Hoc Committee & Liaison Reports

Director Pierson reported on attending the Cambria Community Healthcare District Board meeting. They passed a resolution to reduce their ambulance service due to finances.

Director Farmer reported on attending the Forest Committee meeting and the Earth Day Fair by Greenspace. He attended the FFRP meeting and reported on the upcoming Wildflower Show.

Director Wharton reported on attending the PROS meeting.

President Rice reminded the Board of Directors that the CSDA Leadership Conference begins on April 15, 2018.

Vice President Bahringer reported on attending the NCAC meeting and the Cambria Tourism Board meeting.

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

A. DISCUSSION AND CONSIDERATION OF PROPOSED 2018 PROS GOALS & OBJECTIVES

General Manager Jerry Gruber introduced the item and turned it over to PROS Chairperson Steve Kniffen. Mr. Kniffen briefly reviewed the PROS Goals and asked the Board if they had any questions.

President Rice moved to request the PROS Commission add fields to their set of goals and to research ways to fund the fields.

Director Pierson asked to have maintenance of the Dog Park field budgeted in next year's budget.

Vice President Bahringer seconded the motion.

Roll Call Vote:

President Rice- Aye

Vice President Bahringer- Aye

Director Pierson- Aye

Director Wharton- Aye

Director Farmer- Aye

Motion Passed Unanimously: 5-Ayes, 0-Nays, 0-Absent

B. DISCUSSION AND CONSIDERATION OF MID-YEAR BUDGET REVIEW AND ADOPTION OF RESOLUTION 06-2018 AMENDING FISCAL YEAR 2017/18 BUDGET

General Manager Jerry Gruber introduced the item and turned it over to the Finance Manager. Mr. Hernandez provided a brief review of the mid-year budget adjustment.

Mr. Gruber described one option as taking funds from the General Fund to balance the Budget, or the second option would be to reject taking the funds and allow staff to collaborate with the Department Managers to work through the remaining year to balance the Budget and not use reserves. This would not require adoption of Resolution 06-2018.

The Board discussed the options.

Director Pierson moved to cover the cost for the capital asset expenditure for the Community Park Phase One project and capital asset expenditure for the Fire Chief's pickup truck from the reserve funds and the remainder should be from the budget that was approved.

Vice President Bahringer seconded the motion.

Roll Call Vote:

Director Pierson- Aye

Vice President Bahringer- Aye

Director Wharton- Aye

Director Farmer- Aye

President Rice- Aye

Motion Passed Unanimously: 5-Ayes, 0-Nays, 0-Absent

C. DISCUSSION AND CONSIDERATION REGARDING FINANCE AND INFRASTRUCTURE COMMITTEES AND APPOINTMENT OF COMMUNITY MEMBERS

General Manager Jerry Gruber introduced the item and turned it over to the District Counsel, who gave a brief summary about considering the scope of work, duties, and responsibilities and asked for any questions.

District Counsel suggested a staff report with the composition, term, and clarification of the issues.

Vice President Bahringer suggested two brief meetings, with the first meeting starting in early April.

President Rice suggested the appointments serve a one-year term and asked that the committees' first task be addressing the committees' scope and responsibilities.

Director Pierson suggested having morning meetings.

Finance Committee members: President Rice and Director Pierson

Vice President Bahringer nominated Ted Siegler.

Director Wharton nominated Cindy Steidel.

Director Farmer nominated Dewayne Lee.

Vice President Bahringer moved to approve the appointment of Ted Siegler, Cindy Steidel and Dewayne Lee to the Finance Committee.

Director Pierson seconded the motion.

Roll Call Vote:

Vice President Bahringer- Aye

Director Pierson- Aye

Director Wharton- Aye

Director Farmer- Aye

President Rice- Aye

Motion Passed Unanimously: 5-Ayes, 0-Nays, 0-Absent

Infrastructure Committee members: Vice President Bahringer and Director Farmer

Director Pierson nominated Muril Clift.

Director Wharton nominated Mike Lyons.

President Rice does not have a nominee at this time.

Consensus was reached to allow President Rice to informally appoint a nominee to the committee at the next regular Board meeting.

Vice President Bahringer moved to approve the appointment of Muril Clift and Mike Lyons to the Infrastructure Committee, with a third nominee to be approved later.

Director Wharton seconded the motion.

Roll Call Vote:

Vice President Bahringer- Aye

Director Wharton- Aye

Director Pierson- Aye

Director Farmer- Aye

President Rice- Aye

Motion Passed Unanimously: 5-Ayes, 0-Nays, 0-Absent

President Rice stated the first task should be fleshing out responsibilities.

Vice President Bahringer asked that they get together with the appointed members and schedule a meeting with the District Clerk.

District Counsel reminded the Board that they need to post the agenda at least three days prior to the scheduled meeting.

Vice President Bahringer asked that the meetings be held at the Fire Department.

Chief Hollingsworth asked for the meetings to be held Monday through Friday between 9:00 a.m. and 5:00 p.m.

Director Farmer suggested that District Engineer and Water and Wastewater Supervisors attend the Infrastructure Committee meetings.

Vice President Bahringer encourages public attendance.

The Board of Directors took a five-minute break.

D. DISCUSSION AND CONSIDERATION OF MAKING A NOMINATION FOR ELECTION TO THE CSDA BOARD OF DIRECTORS, COASTAL NETWORK SEAT A

General Manager Jerry Gruber introduced the item and turned it over to District Counsel, who gave a brief summary and asked for any questions.

Director Farmer suggested Director Pierson for election to the CSDA Board of Directors, Coastal Network, Seat A.

Director Pierson thanked Director Farmer for his nomination but chose to not accept it.

The Board discussed the nomination and didn't chose a candidate.

E. DISCUSSION AND CONSIDERATION OF CASTING BALLOT VOTING FOR ALTERNATE SPECIAL DISTRICT MEMBER ON THE LOCAL AGENCY FORMATION COMMISSION (LAFCO)

Vice President Bahringer moved to cast ballot vote for Dan Burgess to the Alternate Special District Member on the Local Agency Formation Commission (LAFCO).

President Rice seconded the motion.

Roll Call Vote:

Vice President Bahringer- Aye

President Rice- Aye

Director Pierson- Aye

Director Wharton- Aye

Director Farmer- Abstain

Motion Passed: 4-Ayes (Bahringer, Rice, Pierson, Wharton), 0-Nays, 0-Absent, 1-Abstain (Farmer)

F. DISCUSSION AND CONSIDERATION OF PROPOSED 2018 GENERAL MANAGER GOALS

The General Manager introduced the item and reviewed the five goals listed in the report.

The Board discussed the goals.

The Board reached consensus to review the General Manager's goals next month with the Board's suggested revisions.

Public Comment:
Don Howell

G. DISCUSSION AND CONSIDERATION REGARDING PURSUING FINANCING OPPORTUNITY WITH STATE I-BANK

General Manager Jerry Gruber introduced the item and turned it over to the Board President, who gave a brief summary and asked for any questions.

President Rice stated that I-Bank could allow the CCSD to refinance the SWF project and some infrastructure improvements. She asked the Board to give staff direction as to whether to continue to pursue this idea or forget it.

Vice President Bahringer suggested not continuing with this item until it can be packaged well.

Director Farmer agreed with Vice President Bahringer.

The Board reached consensus not to continue with this item and directed staff not to do any additional work on this item at this time.

Public Comment:
Laura Swartz

President Rice moved to continue open session for an additional hour then adjourn at 7:00 p.m. to allow time for closed session.

The motion died for a lack of a second.

Vice President Bahringer moved to continue open session for an additional thirty minutes, then adjourn to closed session for an additional half hour.

Director Wharton seconded the motion.

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

Motion Passed Unanimously: 5-Ayes, 0-Nays, 0-Absent

H. DISCUSSION OF TASKS AND ASSOCIATED TIMELINE REGARDING THE SUSTAINABLE WATER FACILITY

General Manager introduced the item and turned it over to the District Engineer, who gave a brief summary and asked for any questions.

Public Comment:
John Terwillinger
Don Howell

Vice President Bahringer moved to approve the consent agenda and adjourn to closed session.

Director Wharton seconded the motion.

President Rice would like to pull a consent agenda item.

Vice President Bahringer amended the motion to adjourn to closed session.

The motion died for a lack of a second.

Vice President moved to extend the meeting for fifteen minutes.

The Board reached consensus to continue the meeting until 7:10 p.m.

I. DISCUSSION AND CONSIDERATION TO SCHEDULE A COMMUNITY WORKSHOP WITH BALANCE PUBLIC RELATIONS (BPR), SENATOR DEAN FLOREZ, RET. REGARDING LEGISLATIVE BILLS WHICH MAY IMPACT THE CCSD

General Manager Jerry Gruber introduced the item and turned it over to the Board and asked for any questions.

Director Farmer stated the community workshop will be on Wednesday, April 11, 2018 from 5:00 p.m. to 7:00 p.m. in the Veterans Memorial Building with Dean Florez. AGP will be present to record the meeting.

Director Farmer stated the discussion points will be:

- topic of legislative bills that may impact the CCSD
- a more detailed explanation of what Dean Florez has accomplished for the District

The Board reached consensus to have staff work with Director Farmer and Dean Florez to publicize the community workshop in the Cambrian and on the CCSD Website.

Vice President Bahringer moved to schedule a community workshop with Balance Public Relations (BPR), Senator Dean Florez, Ret. regarding legislative bills which may impact the CCSD to be scheduled on Wednesday, April 11, 2018 from 5:00 p.m. to 7:00 p.m. at 1000 Main Street, Cambria, CA 93428. Director Farmer is to work with staff and the President.

Director Farmer seconded the motion.

Roll Call Vote:

Vice President Bahringer- Aye
 Director Farmer- Aye
 Director Pierson- Aye
 Director Wharton- Aye
 President Rice- Aye

Motion Passed Unanimously: 5-Ayes, 0-Nays, 0-Absent

6. CONSENT AGENDA (Estimated time: 15 Minutes)

President Rice asked for any items to be pulled.

Item 6.D. was pulled for separate consideration.

A. CONSIDERATION TO ADOPT THE FEBRUARY 2018 EXPENDITURE REPORT

This item was not discussed and was pushed to the April 19, 2018 agenda.

B. CONSIDERATION TO ADOPT THE FEBRUARY 5, 2018, FEBRUARY 8, 2018, AND FEBRUARY 16, 2018 SPECIAL MEETING MINUTES AND FEBRUARY 22, 2018 REGULAR MEETING MINUTES

This item was not discussed and was pushed to the April 19, 2018 agenda.

C. CONSIDERATION TO APPROVE AMENDED AGREEMENT FOR CONSULTANT SERVICES WITH TEKTEGRITY AND AUTHORIZE AN ADDITIONAL \$1500 FOR LABOR COSTS

This item was not discussed and was pushed to the April 19, 2018 agenda.

D. CONSIDERATION TO APPROVE AGREEMENT BETWEEN CAMBRIA COMMUNITY SERVICES DISTRICT AND TYLER TECHNOLOGIES FOR THE INCODE ACCOUNTING SOFTWARE PROGRAM

The Board pulled item 6.D. for separate consideration.

The General Manager introduced the item and turned it over to Finance Manager Rudy Hernandez, who gave a presentation on the item. The General Manager provided some additional details of the software's capabilities.

Kip Winget, the Tyler Technologies representative, was available and responded to the Board's questions.

Vice President Bahringer moved to approve the contract with Tyler Technologies-Incode Division for Financial Accounting Software and Services and appropriation of the funding needed.

Director Pierson seconded the motion.

Public Comment:
Don Howell

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

Motion Passed: 4-Ayes (Bahringer, Pierson, Wharton, Farmer), 1-Nay (Rice), 0-Absent

7. GENERAL MANAGER'S REPORT

A. General Manager's Report

General Manager Jerry Gruber provided the Board with a brief summary of the General Manager's report and a PowerPoint presentation.

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

9. ADJOURN TO CLOSED SESSION (Estimated time 60 Minutes)

President Rice adjourned the meeting to closed session at 6:00 p.m.

A. CONFERENCE WITH LABOR NEGOTIATOR Pursuant to Government Code Section 54957.6

Agency Designated Representative: General Manager, Jerry D. Gruber
Employee Group: International Association of Fire Fighters (IAFF)

B. CONFERENCE WITH LABOR NEGOTIATORS Pursuant to Government Code Section 54957.6

Agency Designated Representative: General Manager Jerry Gruber
Employee Organization: Services Employee International Union

C. CONFERENCE WITH LABOR NEGOTIATORS Pursuant to Government Code Section 54957.6

Agency Designated Representative: General Manager Jerry Gruber
Unrepresented Group: Management and Confidential Exempt Employees

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