

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
Thursday, February 16, 2023 1:00 PM

**1. OPENING**

**A. Call to Order**

President Dean called the meeting to order at 1:03 p.m.

**B. Pledge of Allegiance**

President Dean led the Pledge of Allegiance.

**C. Establishment of Quorum**

A quorum was established.

Directors present: Karen Dean, Tom Gray, Harry Farmer, Debra Scott and Michael Thomas.

Staff present: Acting General Manager Ray Dienzo, Finance Manager Denise Fritz, Fire Chief Justin Vincent, Facilities & Resources Manager Carlos Mendoza and Administrative Analyst – HR & IT Haley Dodson.

Staff present via Zoom: District Counsel Timothy Carmel and Administrative Department Manager Pamela Duffield.

**D. President's Report**

President Dean reported there was no President's Report but thanked the public for submitting public input for the Strategic Plan and the General Manager recruitment.

**E. Report from Closed Session**

District Counsel reported at the February 9<sup>th</sup> closed session, the Board discussed various aspects related to the General Manager recruitment. No action was taken.

Public Comment:  
Christine Heinrichs, Cambria

**F. Agenda Review**

President Dean asked for any changes to the agenda. There were none.

**2. BOARD MEMBER COMMUNICATIONS**

Director Farmer reminded the community there will be a pancake breakfast for the Cambria Skate Park on February 25, 2023, at the Veterans' Hall from 9am to 11am. It's \$5.

**3. PUBLIC SAFETY**

**A. Sheriff's Department Report**

Commander Stuart MacDonald provided a brief report of recent Sheriff's Department activities in Cambria for the month of January.

**B. CCSD Fire Chief's Report**

Chief Vincent provided a brief report of recent Fire Department activities in Cambria for the month of January and a PowerPoint presentation.

**4. PUBLIC COMMENT**

Public Comment:

Cheryl McDowell, Cambria (the administrative analyst read a written comment into the record)

Mike Lyons, Cambria (the administrative analyst read a written comment into the record)

**5. MANAGER REPORTS**

**A. General Manager's Report**

Acting General Manager Dienzo provided a brief summary of the General Manager's Report.

**B. Facilities & Resources Manager's Report**

Facilities & Resources Manager Mendoza provided a brief summary of the Facilities & Resources report.

President Dean asked if the Board of Directors would agree to review regular business item 7B after the managers' reports.

Director Farmer suggested doing it after item 5B.

The Board of Directors unanimously agreed to discuss regular business item 7B after item 5B.

**C. Finance Manager's Report**

The Board of Directors discussed this item after regular business item 7B.

Finance Manager Fritz provided a brief summary of the Finance Manager's report.

**D. Utilities Report**

Acting General Manager Dienzo provided a brief summary of the Utilities Report.

Public Comment:

Christine Heinrichs, Cambria

Elizabeth Bettenhausen, Cambria

Vice President Gray moved to extend the meeting to 4:30 p.m. at 3:58 p.m.

The Board of Directors unanimously agreed.

**6. CONSENT AGENDA**

- A. Consideration to Adopt the January 2023 Expenditure Report
- B. Consideration to Adopt the January 12, 2023 and January 19, 2023 Regular Meeting Minutes and January 30, 2023 and January 31, 2023 Special Meeting Minutes
- C. Consideration to Adopt Resolution 10-2023 Regarding the Local State of Emergency Declaration
- D. Consideration of Adoption of Resolution 11-2023 Authorizing the Continuance of Remote Teleconference Meetings of the Legislative Bodies of the Cambria Community Services District Pursuant to Government Code Section 54953(e)(3)

Vice President Gray moved to approve the consent agenda.

Director Scott seconded the motion.

Public Comment:  
Christine Heinrichs, Cambria

President Dean stated the Board of Directors will continue hybrid meetings (in-person and Zoom).

Motion Passed Unanimously Ayes – 5 Nays - 0 Absent – 0

**7. REGULAR BUSINESS**

- A. Discussion and Consideration to Adopt the District Strategic Plan Update

Acting General Manager Dienzo introduced the item and provided a summary.

Vice President Gray moved to adopt the District Strategic Plan update with two corrections under CCSD strategic planning workshop, delete January 31, 2023 and add adopted August 11, 2022 and under goals, delete January 31, 2023 and add August 11, 2022 as the adoption date.

Director Thomas seconded the motion.

Motion Passed Unanimously Ayes – 5 Nays - 0 Absent – 0

- B. Discussion and Consideration of Fire Department Fire Engine Purchase and Financing Options

The Board of Directors discussed this item after item 5B.

Acting General Manager Dienzo introduced the item and turned it over to Fire Chief Vincent and CAL FIRE's Battalion Chief Provence who provided a summary.

Vice President Gray moved to direct staff to proceed with purchase of the type 5 fire engine and to adopt option 1, which is the installment sale agreement with Municipal Finance Corporation for 10 years with an annual interest rate of 4.25%.

President Dean seconded the motion.

The motion was withdrawn.

Public Comment:  
Donn Howell, Cambria  
Jeff Wilson, Cambria

Vice President Gray amended the motion to direct staff to make a decision to buy the type 5 engine and have staff come back with financial analysis so the Board can make an informed decision.

Vice President Gray would like to continue to a date certain and have staff do an analysis of alternatives.

There was no second.

Director Scott moved to that we purchase the type 5 fire engine and pay for it from the General Fund reserves.

Vice President Gray seconded the motion.

Motion Passed Unanimously Ayes – 5 Nays - 0 Absent – 0

The Board of Directors took a break at 3:07 p.m.

The Board of Directors reconvened the meeting at 3:19 p.m.

Public Comment:  
Elizabeth Bettenhausen, Cambria (comment for agenda item 5B)

**C. Discussion, Receive and File the Second Quarter Budget Report for FY 2022/23 and Adopt Resolution 12-2023 Amending the Fiscal Year 2022/23 Budget**

Acting General Manager Dienzo introduced the item and turned it over to Finance Manager Fritz, who provided a summary.

Director Thomas moved to file the second quarter budget report for fiscal year 2022/23 and adopt Resolution 12-2023 amending the fiscal year 2022/23 budget.

Vice President Gray seconded the motion.

Motion Passed Unanimously Ayes – 5 Nays - 0 Absent – 0

**D. Discussion and Consideration to Fill Vacant Seats on the Finance Committee and PROS Commission Alternate Positions**

Acting General Manager Dienzo introduced the item and provided a summary.

Vice President Gray moved to appoint Amy Wyatt to be a member of the Finance Committee and alternate on the PROS Commission.

Director Farmer seconded the motion.

Motion Passed Unanimously Ayes – 5 Nays - 0 Absent – 0

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

President Dean asked for any future agenda items.

Director Farmer suggested discussing and considering adoption of a Code of Ethics policy.

Director Thomas suggested a discussion regarding upgrading the Marine Terrace Trail/emergency access road.

Director Scott suggested discussing the organization chart titles once we hire a General Manager.

Vice President Gray suggested reviewing the organization chart titles during our budget deliberation and agreed with discussing the Marine Terrace Trail/emergency access road.

**9. ADJOURN**

President Dean adjourned the meeting at 4:28 p.m.

For further detail on the CCSD meeting, please visit the District's website to review the meeting recording or visit SLO-Span's website: <https://slo-span.org/static/meetings-CCSD.php>. CCSD written comments can be reviewed on the District's meeting webpage.