

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, May 11, 2023 1:00 PM

1. OPENING

A. Call to Order

President Dean called the meeting to order at 1:01 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: General Manager Matthew McElhenie, Finance Manager Denise Fritz, Fire Chief Justin Vincent, and Administrative Analyst – HR & IT Haley Dodson.

Staff present via Zoom: District Counsel Timothy Carmel, Utilities Department Manager/District Engineer Ray Dienzo, and Water Systems Superintendent Jim Green.

D. President's Report

President Dean reported on Saturday, May 6, 2023, the Cambria Fire Safe Focus Group sponsored a wildfire preparedness town hall meeting. The meeting recording is on SLO SPAN. She received an invitation from the Northern Chumash Tribal Council, which is putting together a Central Coast tour to discuss offshore wind power in the region and taking area representatives on a boat tour of the Chumash Heritage Marine Sanctuary. She has been taking classes on grant writing. Four Board members have completed Special District Leadership Academy training. Director Farmer completed the academy a few years ago. She reminded the community that the does have fawns from April through June. Be very careful when you drive, weed eat, and mow.

E. Agenda Review

President Dean asked for any addition or deletions. She requested to move 7D to the beginning of Regular Business.

2. BOARD MEMBER COMMUNICATIONS

Vice President Gray reported on the Wildfire Preparedness Town Hall Meeting.

Director Scott reported that the Cambria Community Choral is having its concerts at 2 pm at the Cambria Presbyterian Church next Sunday and the following Sunday. Tickets are available online.

3. COMMISSION REPORT

A. PROS Chairman's Report

PROS Chairman Steve Kniffen provided a report for the PROS Commission.

Public Comment:
Laura Swartz, Cambria

4. PUBLIC COMMENT

Public Comment:
Christine Heinrichs, Cambria (the Administrative Analyst read a written comment into the record)
Linda Prentiss, Cool (the Administrative Analyst read a written comment into the record)
Holly Ludwigson, Cambria (the Administrative Analyst read a written comment into the record)
Laura Swartz, Cambria
Roxana Crawley, Cambria
Juli Amodei, Cambria

5. CONSENT AGENDA

- A.** Consideration of Adoption of Resolution 22-2023 Amending District Signatories for Management of Local Agency Investment Fund (LAIF) Monies
- B.** Consideration of Adoption of Resolution 23-2023 Updating the Assignment of Banking Powers for Cambria Community Services District
- C.** Consideration of Approval of Amendment to Memorandum of Understanding for Skatepark Funding
- D.** Consideration to Amend Wastewater Fund-General Fund Interfund Repayment Agreement
- E.** Consideration of Water Fund-General Fund Interfund Repayment Agreement
- F.** Consideration of Adoption of Resolution 24-2023 Amending District Plan Contacts for MissionSquare Retirement Account
- G.** Consideration of Approval of a Letter of Support for a Grant from the California Coastal Conservancy to the Land Conservancy of San Luis Obispo County to Acquire a Conservation Easement over the Warren Ranch

Director Scott asked to pull item 5G.

Public Comment:
Christine Heinrichs, Cambria (the Administrative Analyst read a written comment into the record)

Finance Manager Fritz provided a summary of 5D and 5E.

Vice President Gray moved to approve the consent agenda items 5A-5F.

Director Scott seconded the motion.

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

General Manager McElhenie introduced the item and provided a summary of 5G.

The Board of Directors clarified that this proposal does not involve Clyde Warren's ranch, but a different member of the Warren family.

Public Comment:
Laura Swartz, Cambria

Director Farmer moved to approve the letter of support for a grant from the California Coastal Conservancy to the Land Conservancy of San Luis Obispo County to Acquire a Conservation Easement over the David Warren Ranch.

Director Thomas seconded the motion.

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

6. HEARINGS AND APPEALS

A. Discussion and Consideration of Adoption of Resolution 25-2023 Confirming the Itemized Report of Water and Wastewater Standby or Availability Charges for Collection on the County Tax Rolls

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

President Dean opened the public hearing.

Public Comment: none.

President Dean closed the public hearing.

Vice President Gray moved to adopt Resolution 25-2023 confirming the itemized report of Water and Wastewater Standby or Availability Charges for collection on the County tax rolls.

Director Scott seconded the motion.

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

7. REGULAR BUSINESS

A. Discussion and Consideration of Strategic Plan Update

This item was discussed after the Mission Country Disposal item.

General Manager McElhenie introduced the item and provided a summary.

The Board of Directors reviewed the Strategic Plan status report.

Public Comment:
Henry Krzciuk, San Simeon
Dennis Dudzik, Cambria
Jerry McKinnon, Cambria

Christine Heinrichs, Cambria (the administrative analyst read a written comment into the record)

Director Thomas moved to accept the updates to the Strategic Plan.

Vice President Gray seconded the motion.

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

The Board of Directors took a break at 2:45 p.m.

The Board of Directors reconvened the meeting at 2:56 p.m.

B. Discussion and Consideration of Resolution 26-2023 Amending Changes to the Board and Standing Committee Bylaws

General Manager McElhenie introduced the item and provided a summary.

Vice President Gray moved to approve Resolution 26-2023, amending changes to the Board and Standing Committee Bylaws with two corrections. The Scope of Responsibilities for the Standing Committees, under the Finance Committee's Responsibilities & Purpose, heading should be 1.6.1 instead of 1.7.1. In the Standing Committee Bylaws, under Meetings, Section 6.2, the word Board Secretary should be used instead of District Clerk.

Director Scott seconded the motion.

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

President Dean reviewed the suggested Bylaw proposals.

Director Thomas moved to adopt the recommendation for Section 1.4 (a).

Director Farmer seconded the motion.

Motion Passed Ayes – 4 (Dean, Farmer, Scott & Thomas) Nays – 1 (Gray) Absent – 0

Director Scott moved to approve the additional Section 1.5 Bylaw.

Vice President Gray seconded the motion.

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

Director Thomas moved to adopt recommendation Section 7.1 (a) with the first sentence standing by itself and the remainder of Section 7.1 (b), which now reads: For posted agenda items, if a substantial amount of information that would take a significant amount of time to compile is being requested by an individual board member, and the information being provided, etc. as written.

Director Scott seconded the motion.

Motion Passed Ayes – 4 (Dean, Gray, Thomas & Scott) Nays - 0 Absent – 0, Abstain-1 (Farmer)

Vice President Gray moved to adopt the proposed addition of Sections 10.3 and 10.4 to the Board of Director Bylaws with the change in Section 10.4 in the first sentence from “shall”

to “may.”

Director Farmer seconded the motion.

Director Thomas offered an amendment to include Ad Hoc Committees and Liaison Appointments in the title. The Board agreed that it would consist of that, but it doesn't need to be an amendment to the motion since it's already included.

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

Director Scott moved to approve the additional Section 1.1 under Scope of Responsibility to include the sentence, “Committee members are expected to stay current on the issues under discussion by the Board of Directors.”

Vice President Gray seconded the motion.

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

At 4:00 p.m., President Dean asked to extend the meeting to 4:30 p.m. The Board unanimously agreed.

At 4:22 p.m., President Dean asked to extend the meeting to 5:00 p.m. The Board unanimously agreed.

C. Discussion and Consideration of Adoption of Resolution 27-2023 Adopting the Multi-Jurisdictional Hazard Mitigation Plan

General Manager McElhenie introduced the item, provided a summary, and turned it over to Fire Chief Vincent, who also provided an overview.

Public Comment:

Jeff Wilson, Cambria (also submitted a written comment for the record)

Vice President Gray moved to adopt Resolution 27-2023 adopting the Multi-Jurisdictional Hazard Mitigation Plan, and instruct the General Manager to make the minor, non-substantive changes to the plan as necessary or appropriate.

Director Scott seconded the motion.

Motion Passed Ayes – 4 (Dean, Gray, Scott, Thomas) Nays - 0 Absent – 0 Abstain-1 (Farmer)

D. Discussion and Consideration of Memorandum of Understanding with Mission Country Disposal for Low Income Rebate Program for Solid Waste Collection Service

This item was discussed as the first regular business item.

General Manager McElhenie introduced the item and provided a summary.

Public Comment:

Donald Archer, Cambria (the Administrative Analyst read a written comment into the record)

Lori Slater, Cambria (the Administrative Analyst read a written comment into the record)

Jeff Clarin was present to answer questions.

Public Comment:
Jerry McKinnon, Cambria

Director Thomas moved to approve a Memorandum of Understanding with Mission Country Disposal for a Low-Income Rebate Program for Solid Waste Collection Service.

Director Farmer seconded the motion.

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

E. Discussion and Consideration of San Simeon Community Service District's (SSCSD) Use of the Veterans' Memorial Hall

General Manager McElhenie introduced the item and provided a summary.

Michael Donahue provided a summary of SSCSD's intended use of the Veterans Hall.

At 4:57 p.m., Vice President Gray moved to extend the meeting to 5:30 p.m. The Board unanimously agreed.

Public Comment:
Laura Swartz, Cambria

Vice President Gray moved that the Board approve the proposed agreement for the use of the Veterans' Memorial Building with the SSCSD for the contract dated April 20, 2023.

Director Farmer seconded the motion.

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

8. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

A. Finance Committee's Report

There was a written report in the agenda packet.

Public Comment:
Jeanne Freemire, Cambria (commented on 7D during agenda item 8A)

B. Policy Committee's Report

There was a written report in the agenda packet.

President Dean reminded the Policy Committee that Response to Communication to the Board Policy 1040.2 was referred back to them on November 18, 2021, to resolve two conflicting statements.

C. Resources & Infrastructure Committee's Report

There was a written report in the agenda packet.

Public Comment:

Christine Heinrichs, Cambria (the Administrative Analyst read a written comment into the record)

President Dean announced the regular Resources & Infrastructure Committee meeting was canceled. They scheduled a special meeting on Wednesday, May 24, 2023, to discuss the RFP for the San Simeon well field water main and effluent line.

D. Other Liaison Reports and Ad Hoc Committee Reports

There were written reports in the agenda packet.

9. FUTURE AGENDA ITEM(S)

President Dean asked for any future agenda items.

President Dean added a future agenda item for the Policy Committee to do a needs assessment for the code of conduct of behavioral norms.

President Dean stated the WRF project description modification is tentatively scheduled to be on the agenda for June 15, 2023, and the report from the Ad Hoc Committee on the Strategic Plan tracking is on the agenda for June 8, 2023.

Director Farmer suggested the Board consider finding funding or seeking out hiring a forest ecologist in conjunction with the Friends of the Fiscalini Ranch Preserve, Cambria Forest Committee and GreenSpace.

10. ADJOURN TO CLOSED SESSION

- A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS Pursuant to Government Code Section 54956.8
Property: 2284 Center Street, Cambria, CA (APN: 013-264-021)
Agency Negotiator: General Manager, Matthew McElhenie, and District Counsel, Timothy Carmel
Negotiating Parties: Cambria Historical Society
Under Negotiation: Price and Terms of Payment

District Counsel introduced item 10 and stated the Board will now adjourn to closed session for a conference with real property negotiators pursuant to Government Code Section 54956.8. The property is 2284 Center Street, which is the pocket park. The agency negotiators are General Manager, Matthew McElhenie, and District Counsel, Timothy Carmel. Negotiating parties are the Cambria Historical Society. Under negotiation is price and terms of payment.

President Dean asked for public comment on 10. A. There was none.

President Dean adjourned the meeting to a closed session at 5:15 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's written comments can be reviewed on the District's meeting webpage.