



CAMBRIA COMMUNITY SERVICES DISTRICT

MINUTES OF DECEMBER 12, 2024, REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF THE CAMBRIA COMMUNITY SERVICES DISTRICT

The Cambria Community Services District Board of Directors held a regular meeting on Thursday, December 12, 2024, at 1:00 p.m. at the Cambria Veterans' Memorial Hall, 1000 Main Street, Cambria, CA 93428.

1. OPENING

1.A Call to Order

President Gray called the meeting to order at 1:00 p.m.

1.B Pledge of Allegiance

President Gray led the Pledge of Allegiance.

1.C Establishment of Quorum

A quorum was established.

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

Staff present: General Manager Matthew McElhenie, Administrative Department Manager Denize Fritz, Confidential Administrative Assistant Haley Dodson, Fire Chief Michael Burkey, Fire Captains Michael Castellanos, Craig Brooks, and Emily Torlano, Fire Engineers Christian Evers, Kayla Graves and Ryan Maloney, Firefighter Wil Stewart, SAFER Firefighter Colton Blume, Reserve Firefighter Henry Wright, Facilities & Resources Manager David Aguirre, and Utilities Department Manager Jim Green.

Staff present via Zoom: District Counsel Timothy Carmel and Program Manager Tristan Reaper.

1.D Report from Closed Session

District Counsel stated that at the November 21, 2024 regular meeting, the Board of Directors held a closed session for a conference with its labor negotiators pursuant to Government Code Section 54957.6. The District's designated representatives were General Manager Matthew McElhenie and attorney Che Johnson. The employee groups were the International Association of Fire Fighters (IAFF), Local 4635 and Service Employees International Union, Local 620. No action was taken by the Board.

President Gray announced that the Board of Directors held a closed session this morning. A report from the session is posted on the District's website for public viewing.

1.E President's Report

There was no President's Report.

1.F Agenda Review

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

1.G Discussion and Consideration of Election of Officers

President Gray introduced the item and provided a summary.

Director Dean moved to nominate Vice President Scott as President of the Board.

Director Thomas seconded the motion.

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

Director Gray asked for nominations for the Vice President position.

Director Dean moved to nominate Director Michael Thomas as Vice President of the Board.

Director Farmer seconded the motion.

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

Director Gray presented President Scott with a gavel.

President Scott expressed gratitude to the Board, staff, community, and General Manager McElhenie for the honor of being appointed as President.

Director Thomas expressed appreciation for the excellent leadership demonstrated by Director Gray while presiding over the Board.

Director Gray thanked the Board of Directors.

Director Farmer concurred with the acknowledgment of Director Gray's excellent leadership. He shared that he has lived in the community for 38 years and served on the Board for 8 years, stating that, without a doubt, this is the best Board the community has ever had.

2. ACKNOWLEDGEMENTS

General Manager McElhenie presented President Gray with a plaque in recognition of his service to the Board of Directors and the community during the year 2024.

Director Gray stated that he was moved by General Manager McElhenie's narrative reflecting on their year of working together. He expressed that General Manager McElhenie has been a superb general manager, noting that while he initially approached his appointment with skepticism regarding his ability to handle the role; General Manager McElhenie made a believer out of him. He emphasized his hope of continuing to work together. He acknowledged that General Manager McElhenie and the staff are the ones that make the District function effectively and make this place work. The Board simply sets policy. The Board doesn't manage the District or make the water and sewer systems work. The District has a superb staff, that serves the public as well as we've ever had, and credit goes to the people doing the work. He also expressed his gratitude for everyone's kind comments about his service to the District.

Chief Burkey acknowledged and expressed appreciation for Captain Emily Torlano's dedicated service upon her retirement.

Public Comment:

Michael Calderwood, Cambria (submitted a written comment for the record)

Tina Dickason, Cambria

Elizabeth Bettenhausen, Cambria

3. BOARD MEMBER COMMUNICATIONS

Vice President Thomas stated it was exciting to see ground broken at the East Ranch with site preparation and the loop trail halfway improved with wood chips.

4.A Sheriff's Department Report

There was no Sheriff's Report.

4.B CCSD Fire Chief's Report

Fire Chief Burkey provided a brief report for November on recent Fire Department activities in Cambria.

Public Comment: none.

5. PUBLIC COMMENT

Tina Dickason, Cambria

Christina Galloway, Cambria

Linda Prentiss (submitted a written comment for the record)

Bridget Smith (submitted three written comments for the record)

6. MANAGER REPORTS

6.A General Manager's Report

General Manager McElhenie provided a summary of the General Manager's Report.

Public Comment: none.

6.B Facilities & Resources Manager's Report

Facilities & Resources Manager Aguirre provided a PowerPoint presentation.

Public Comment: none.

6.C Finance Manager's Report

Administrative Department Manager Fritz provided a summary of the Finance Manager's Report.

Public Comment: none.

6.D Utilities Report

Utilities Department Manager Green provided a summary of the Utilities Report.

Public Comment:

Elizabeth Bettenhausen, Cambria

Dennis Dudzik, Cambria (submitted a written comment for the record; the written comment was received during the Board meeting and not distributed in advance to the Board for consideration.)

7. CONSENT AGENDA

- 7.A Consideration to Adopt the November 2024 Expenditure Report**
- 7.B Consideration to Adopt the November 14, 2024 and November 21, 2024 Regular Meeting Minutes**
- 7.C Consideration of Adoption of Resolution 34-2024 Amending the CCSD Salary Schedule**
- 7.D Consideration of Adoption of Resolution 38-2024 Authorizing an Application for Assistance to Firefighters Grants Program for Training Costs**

The Board of Directors held a discussion.

Public Comment: none.

Director Gray moved to approve the consent agenda.

Director Dean seconded the motion.

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

The Board of Directors took a break at 2:29 p.m.

The Board of Directors reconvened the meeting at 2:39 p.m.

8. REGULAR BUSINESS

- 8.A Receive a Presentation from Upper Salinas - Las Tablas Resource Conservation District Regarding a Habitat Restoration Project for the Fiscalini Ranch Preserve**

General Manager McElhenie introduced the item and provided a summary.

Upper Salinas-Las Tablas Resource Conservation District Restoration Technician Hailey Leurck provided a summary of the project and answered questions.

The Board of Directors held a discussion.

Public Comment: none.

- 8.B Discussion and Consideration of Standing Committee Chair and Liaison Appointments**

General Manager McElhenie introduced the item and provided a summary.

The Board of Directors held a discussion.

Public Comment: none.

The Board of Directors decided to continue this item until January 9, 2025.

8.C Discussion and Consideration of Adoption of Resolution 35-2024 Amending the Board and Standing Committee Bylaws, Adoption of Resolution 36-2024 Establishing the 2025 CCSD Regular Board Meeting Schedule, and Adoption of Resolution 37-2024 Establishing the 2025 CCSD Standing Committee Meeting Schedule

General Manager McElhenie introduced the item and provided a summary.

Director Dean provided a summary of the suggested revisions.

The Board of Directors held a discussion.

Vice President Thomas suggested that Board Bylaws Section 1.4, second to last sentence, read, "Following one year of service as President, that Board Member shall rotate back to the position of Board Member."

Public Comment: none.

Director Gray moved that the Board adopt Resolution 35-2024, amending the CCSD Board and Standing Committee Bylaws with the revisions noted today and by the Ad Hoc Committee.

Director Dean seconded the motion.

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

Director Gray moved that the Board adopt Resolution 36-2024, establishing the CCSD Regular Board meeting schedule, with 10 a.m. added after each date on the schedule.

Director Dean seconded the motion.

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

Director Dean moved to adopt Resolution 37-2024, establishing the 2025 CCSD Finance, Parks, Recreation & Open Space, and Resources and Infrastructure Standing Committee regular meeting schedules.

Director Gray seconded the motion.

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

8.D Discussion and Consideration to Direct Staff to Advertise for Positions on the Standing Committees

General Manager McElhenie introduced the item and provided a summary.

The Board of Directors held a discussion.

Public Comment: none.

Director Dean moved to direct staff to advertise for the vacancies on the Standing Committees.

Director Gray seconded the motion.

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

8.E Presentation on the Results of the District-Wide Staff Strengths, Weaknesses, Opportunities and Threats (SWOT) Analysis and Discussion and Consideration to Appoint an Ad Hoc Committee

General Manager McElhenie introduced the item and provided a PowerPoint presentation.

The Board of Directors held a discussion.

At 3:46 p.m., the Board of Directors extended the meeting to 4:30 p.m.

The Board of Directors thanked General Manager McElhenie for the thorough presentation and thanked the staff for their valuable input.

Director Dean moved that the current Ad Hoc Committee, President Scott and Director Gray, continue as the Ad Hoc Committee.

Director Farmer seconded the motion.

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

9. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

9.A Finance Committee's Report

Director Gray stated there was no meeting in November.

9.B Policy Committee's Report

A written report was included as a handout.

9.C PROS Committee's Report

A written report was included in the agenda packet.

9.D Resources & Infrastructure Committee's Report

A written report was included in the agenda packet.

9.E Other Liaison Reports & Ad Hoc Committee Reports

Written reports were included in the agenda packet.

Public Comment: none.

10. FUTURE AGENDA ITEM(S)

President Scott asked for any future agenda items.

Vice President Thomas would like confirmation that the Board will receive Board agenda packets at least by Tuesday, the week before the meeting.

President Scott stated that this could be discussed during the agenda review meeting.

Confidential Administrative Assistant Dodson announced the future agenda items for January.

Public Comment:
Dennis Dudzik, Cambria

11. ADJOURN

President Scott adjourned the meeting at 4:17 p.m.

For further details on the CCSD meeting, please visit the District's website.