



## CAMBRIA COMMUNITY SERVICES DISTRICT

### MINUTES OF APRIL 18, 2024, REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF THE CAMBRIA COMMUNITY SERVICES DISTRICT

A regular meeting of the Board of Directors of the Cambria Community Services District was held at the Cambria Veterans' Memorial Hall located at 1000 Main Street, Cambria, CA 93428, on Thursday, April 18, 2024, at 1:00 p.m.

#### **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, Utilities Department Manager Jim Green, Facilities & Resources Manager David Aguirre, Maintenance Technician Patrick Moloney, Fire Captains Craig Brooks and Emily Torlano, Fire Engineer Ryan Maloney, Firefighter Colton Blume, and Program Manager Tristan Reaper.

Staff present via Zoom: District Counsel Timothy Carmel.

##### **1.D President's Report**

President Gray had no report.

##### **1.E Agenda Review**

President Gray asked for any changes to the agenda. He suggested moving Regular Business item 7C to the first regular business item since Alex Hom is on Zoom for the audit.

The Board of Directors agreed.

#### **2. BOARD MEMBER COMMUNICATIONS**

Director Farmer announced that Earth Day is this Saturday, and he encouraged everyone to attend the Creekside Reserve event on Center Street.

### **3. PUBLIC SAFETY**

#### **3.A Sheriff's Department Report**

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

Public Comment:

Tina Dickason, Cambria

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

Fire Chief Burkey provided a brief report of recent Fire Department activities in Cambria for March.

### **4. PUBLIC COMMENT**

Christine Heinrichs, Cambria

Tina Dickason, Cambria

Jim McConnell (Confidential Administrative Assistant Dodson read a comment into the record)

Cheryl McDowell, Cambria (provided a news article for the record)

### **5. MANAGER REPORTS**

#### **5.A General Manager's Report**

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

Public Comment:

Tina Dickason, Cambria

Elizabeth Bettenhausen, Cambria

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

Facilities & Resources Manager Aguirre provided a report.

Mr. Moloney introduced himself as the new Maintenance Technician.

#### **5.C Finance Manager's Report**

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

Public Comment:

Christine Heinrichs, Cambria

#### **5.D Utilities Report**

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

Public Comment:

Christine Heinrichs, Cambria  
Tina Dickason, Cambria

The Board of Directors took a break at 2:31 p.m.

The Board of Directors reconvened the meeting at 2:48 p.m.

General Manager McElhenie announced that Andy Belknap needs to leave at 3:00 p.m. and requested that Regular Business item 7B be discussed next.

The Board of Directors agreed.

## **6. CONSENT AGENDA**

### **6.A Consideration to Adopt the March 2024 Expenditure Report**

### **6.B Consideration to Adopt the March 14, 2024 and March 21, 2024 Regular Meeting Minutes, March 14, 2024 Special Meeting Minutes and March 4, 2024 Adjourned Special Meeting Minutes**

### **6.C Receive and File Civil Design Studios Cambria Emergency Evacuation Route Report**

Director Thomas requested to pull item 6C.

The Board of Directors agreed.

Director Thomas stated that we are missing stewardship from the March 4, 2024, minutes and that the March 14, 2024, regular minutes item 5A motion should read, “Director Thomas moved to adopt the District Strategic Plan Update as worded with the correction on page 23 that the word “identifying” be recorded as identify and on page 26 under Develop a Management Plan for CCSD-owned undeveloped parcels, add PROS Committee to the responsible party.” The word “identity” should be “identify.”

Director Dean stated that the Core Area: Water Services – General should including adding “Supply &” to the two items under Research Long-Term Water Supply & Storage Solutions.

Public Comment: none.

Director Thomas moved to approve the consent agenda items 6A and 6B with Director Thomas’ and Director Dean’s revisions.

Director Dean seconded the motion.

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

Director Thomas moved to receive and file Civil Design Studios Cambria Emergency Evacuation Route Report.

Director Dean seconded the motion.

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

## **7. REGULAR BUSINESS**

**7.A Discussion and Consideration of Introduction of Ordinance 01-2024 Adding Chapter 1.14 to the Cambria Community Services District Municipal Code Regarding Civil Administrative Citations**

This item was the third regular business item discussed.

General Manager McElhenie introduced the item and provided a summary.

District Counsel provided an additional summary.

Public Comment: none.

Vice President Scott moved to approve the introduction of Ordinance 01-2024 adding Chapter 1.14 to the Cambria Community Services District Municipal Code regarding Civil Administrative Citations and waive further reading.

Director Dean seconded the motion.

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

**7.B Discussion and Consideration of the Report and Recommendations of the Finance Committee Revenue Enhancement in the General Fund**

This item was the second regular business item discussed.

David Pierson provided a summary and PowerPoint presentation.

Keith Hinrichsen provided a summary.

Scott McCann provided a summary.

Director Dean stated she agrees with recommendations one and two.

Public Comment:

Donn Howell, Cambria

Tina Dickason, Cambria

Director Dean moved to recommend that the Board of Directors accept recommendations one and two and form an Ad Hoc Committee consisting of President Gray and Director Thomas to help staff do these studies.

Vice President Scott seconded the motion.

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

At 3:43 p.m., President Gray requested to extend the meeting to 4:30 p.m.

The Board of Directors agreed.

**7.C Receive and File the Independent Auditor's Report for Fiscal Year 2022/23**

This item was the first regular business item discussed.

General Manager McElhenie introduced the item and provided a summary.

Alex Hom provided a summary.

Administrative Department Manager Fritz provided a summary.

Public Comment:

Tina Dickason, Cambria

Vice President Scott moved to receive and file the Independent Auditor's Report for Fiscal Year 2022/23.

Director Dean seconded the motion.

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

#### **7.D Discussion and Consideration of Phasing and Payment Options for Advanced Metering Infrastructure (AMI) Replacement**

This item was the fourth regular business item discussed.

General Manager McElhenie introduced the item and provided a summary.

Administrative Department Manager Fritz provided a summary.

Utilities Department Manager Green provided a summary.

Public Comment: none.

Director Thomas moved to finance the \$680k plus financing fees for the advanced metering infrastructure (AMI) replacement.

Director Dean seconded the motion.

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

#### **7.E Discussion and Consideration of Adoption of Policy 2150: Reserve Policy Recommended by the Staff and Finance Committee**

This item was the fifth regular business item discussed.

The Board of Directors held a discussion on this item.

Public Comment: none.

Director Dean moved to adopt Policy 2150: Reserve Policy Recommended by the Staff and Finance Committee.

Vice President Scott seconded the motion.

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

At 4:26 p.m., President Gray requested to extend the meeting to 5:15 p.m.

The Board of Directors agreed.

**7.F Discussion and Consideration to Direct Staff to Advertise for an Open Position on the PROS Committee**

General Manager McElhenie introduced the item and provided a summary.

Director Thomas provided a summary.

Public Comment: none.

Director Thomas moved to direct staff to advertise for an open position on the PROS Committee.

Director Dean seconded the motion.

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

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

President Gray asked for any future agenda items.

Director Farmer reported on the NCAC meeting on April 17, 2024. He stated that General Manager McElhenie was in the process of leaving a leadership conference in San Diego and moving through airports to get home; yet he attended the entire NCAC meeting of three hours. He stepped up to the plate and went above and beyond.

**9. ADJOURN TO CLOSED SESSION**

**9.A CONFERENCE WITH LABOR NEGOTIATORS Pursuant to Government Code Section 54957.6**

**Agency Designated Representative: General Manager, Matthew McElhenie**

**Employee Organization: Services Employee International Union**

**9.B PUBLIC EMPLOYEE PERFORMANCE EVALUATION, Pursuant to Government Code Section 54957(b)(1)**

**Title: General Manager**

**9.C CONFERENCE WITH REAL PROPERTY NEGOTIATORS Pursuant to Government Code Section 54956.8**

**Property: 2950 Santa Rosa Creek Road, Cambria, CA – APN: 013-081-075 Agency**

**Negotiators: General Manager Matthew McElhenie and District Counsel Timothy J. Carmel**

**Negotiating Parties: Coast Unified School District**

**Under Negotiation: Lease or Easement/Fee Purchase, Price and Terms of Payment**

President Gray asked for public comment on 9A, 9B, or 9C.

Public Comment:

Jim McConnell (Confidential Administrative Assistant Dodson read a comment into the record)

District Counsel stated the Board will adjourn to a closed session to review the General Manager's performance, pursuant to Government Code Section 54957(b), and for a conference with real property negotiators, pursuant to Government Code Section 54956.8. The property is 2950 Santa Rosa Creek Road. The Assessor's Parcel Number is 013-081-075, which is the SR4 well site. The agency negotiators are General Manager Matthew McElhenie and District Counsel Timothy Carmel. The negotiating party is the Coast Unified School District. Under negotiation is the price and terms of payment for a lease, an easement, or a fee purchase.

Public Comment:

Tina Dickason, Cambria

Elizabeth Bettenhausen, Cambria

President Gray adjourned the meeting to a closed session at 4:36 p.m.

For further details 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.