

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, April 20, 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.

D. Report from Closed Session

District Counsel reported at the April 13, 2023 closed session the Board discussed the terms and conditions of the Employment Agreement that's the subject of item 7B on today's agenda. No action was taken.

E. President's Report

President Dean gave no President's Report.

F. Agenda Review

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

2. BOARD MEMBER COMMUNICATIONS

Director Farmer announced that this Saturday is Earth Day. The celebration will be at the Green Space Preserve from 11:00 a.m. to 3:00 p.m.

Director Scott thanked President Dean and members of the Board for allowing her to miss the last Board meeting to attend the 100th Anniversary for the Nevada State Board of Nursing for which she was the Executive Director for 20 years prior to retirement.

Director Thomas reported on attending a webinar on Central Coast Climate Action Plans.

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 February.

B. CCSD Fire Chief's Report

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

Public Comment:

Tony Safford, Cambria (the Administrative Analyst read a written comment into the record)

4. PUBLIC COMMENT

Public Comment:

Henry Krzciuk, San Simeon

Michael Donahue, San Simeon

Donn Howell, Cambria

Joanne DeanFreemire, Cambria (the Administrative Analyst read a written comment into the record)

Elaine Gullotta, Cambria

5. MANAGER REPORTS

A. General Manager's Report

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

Public Comment:

Tina Dickason, Cambria

B. Facilities & Resources Manager's Report

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

C. Finance Manager's Report

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

Public Comment:

Elizabeth Bettenhausen, Cambria

D. Utilities Report

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

Public Comment:

Joanne DeanFreemire, Cambria

6. CONSENT AGENDA

A. Consideration to Adopt the March 2023 Expenditure Report

B. Consideration to Adopt the March 9, 2023 and March 16, 2023 Regular Meeting Minutes and March 29, 2023 and March 30, 2023 Special Meeting Minutes

Director Thomas stated that the March 9, 2023 regular meeting minutes stated the numbering is off starting on Board Member, Committee and Liaison Reports and it needs to be corrected.

Vice President Gray moved to approve the consent agenda with corrections to fix the March 9, 2023 minutes.

Director Scott seconded the motion.

Public Comment: none.

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

The Board of Directors took a break at 2:14 p.m.

The Board of Directors reconvened the meeting at 2:23 p.m.

7. REGULAR BUSINESS

A. Discussion and Consideration of Modification of Project Description for the Water Reclamation Facility Coastal Development Permit Application

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

Public Comment:

Henry Kruzick, San Simeon

Tina Dickason, Cambria

Crosby Swartz, Cambria (submitted a written comment for the record)

Elizabeth Bettenhausen, Cambria

Paul McDonnell, Cambria (the Administrative Analyst read a written comment into the record)

Mahala Burton, Cambria (the Administrative Analyst read a written comment into the record)

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

Jim Townsend, Cambria (the Administrative Analyst read a written comment into the record)

Cheryl McDowell, Cambria (the Administrative Analyst read a written comment into the record)

Elaine Gullotta, Cambria

Joanne DeanFreemire, Cambria

Craig Smith, Cambria

Elaine Gullotta, Cambria

President Dean moved to direct the existing CDP Ad Hoc Committee, consisting of Vice President Gray and President Dean, to further review the proposed phased approach to the WRF permitting process working with the General Manager, Utilities Manager, District Counsel, along with SLO County Planning and other regulatory agencies as necessary, to draft a modified project description for Phase 1 of the WRF CDP application process, to bring the proposed draft of a modified WRF project description back to the Board and hold a public hearing to receive community input prior to discussion and consideration of moving forward to submittal of the updated modified WRF project description to SLO County for the permit application.

Director Farmer seconded the motion.

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

B. Discussion and Consideration of Resolution 21-2023 Approving an Employment Agreement with Matthew McElhenie for General Manager Services and Amending the CCSD Salary Schedule and Pay Schedule for General Manager

Mrs. Dodson introduced the item and provided a summary.

Mr. McElhenie addressed the Board of Directors and answered questions.

Public Comment:

Christopher Connolly (the Administrative Analyst read a written comment into the record)
Mahala Burton, Cambria (the Administrative Analyst read a written comment into the record)

Scott Jaeggi (the Administrative Analyst read a written comment into the record)
Dr. Shannon Trefts (the Administrative Analyst read a written comment into the record)

Tim Benes (the Administrative Analyst read a written comment into the record)
Holly Bow (the Administrative Analyst read a written comment into the record)

Michael Bryant (the Administrative Analyst read a written comment into the record)

Matthew Jewett (the Administrative Analyst read a written comment into the record)

Tim Hallmark (the Administrative Analyst read a written comment into the record)

Laura Swartz, Cambria

At 3:57 p.m., the Board of Directors unanimously agreed to extend the meeting to 4:30 p.m.

Director Thomas moved to approve Resolution 21-2023 approving an Employment Agreement with Matthew McElhenie for General Manager services and amending the CCSD salary schedule and pay schedule for General Manager.

Director Farmer seconded the motion.

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

Administrative Analyst Dodson swore in Mr. McElhenie as General Manager.

C. Discussion and Consideration of Ad Hoc Committee's Report and Recommended Amendments to Board of Directors' and Standing Committee Bylaws

Acting General Manager Dienzo introduced the item and turned it over to Vice President Gray who provided a summary.

The Ad Hoc Committee consisting of Director Thomas and Vice President Gray reviewed the Bylaws and recommended changes for the Board Bylaws and Standing Committee Bylaws. There was one error in the Standing Committee Bylaws section 5.5 “The Committee Chairperson shall maintain a list of future agenda items with tentative dates for consideration. The list shall be posted on the CCSD website.” That was an item that was discussed but wasn’t agreed upon. It will be noted in the motion that it is not to be included.

Director Thomas stated that they discussed a wide range of potential refinements and improvements to the Bylaws and those that are included are only what Vice President Gray and Director Thomas agreed upon.

Director Scott requested to remove the comma in Board Bylaws section 9.4. She requested to add (b) back to 1.7.3 of the Standing Committee Bylaws. She requested to add “by a” to 6.5 of the Standing Committee Bylaws so it reads “The business at regular meetings of the Committee, shall be

conducted for no more than a two-hour period, unless extended by a four-fifths vote of the Committee.”

Director Scott moved to approve the Ad Hoc Committee Report and recommended amendments to the Board of Directors and Standing Committee Bylaws, as edited.

Vice President Gray seconded the motion.

District Counsel stated that the Bylaws have to be approved by resolution and the motion should include directing staff to return with a resolution implementing these changes at next month’s Board meeting.

Director Scott and Vice President Gray approved the amendment.

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

8. FUTURE AGENDA ITEM(S)

President Dean asked for any future agenda items.

Director Thomas requested discussing further changes and refinements to the Board and Standing Committee Bylaws.

Director Scott requested bringing it back with a resolution.

9. ADJOURN

President Dean adjourned the meeting at 4:13 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.