

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, May 18, 2023 1:00 PM

1. OPENING

A. Call to Order

President Dean called the meeting to order at 1:00 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, Facilities & Resources Manager Carlos Mendoza, Fire Chief Justin Vincent, Wastewater Systems Superintendent John Allchin, Administrative Analyst – HR & IT Haley Dodson, Program Manager Tristan Reaper, Fire Captain Michael Burkey, Fire Engineer Kayla Graves, and Firefighters Stuart Mahoney and Tyler Loudermilk.

Staff present via Zoom: District Counsel Timothy Carmel and Water Systems Superintendent Jim Green.

D. Report from Closed Session

District Counsel reported that at the May 11, 2023 closed session, the Board of Directors discussed and instructed its property negotiators regarding the sale of the Center Street pocket park to the Cambria Historical Society. No action was taken. Should an agreement for the sale of the property be reached, it will be considered in open session.

E. President's Report

President Dean didn't give a President's Report.

F. Agenda Review

President Dean asked for any changes to the agenda. Regular Business item 7B was pulled off of the agenda.

2. BOARD MEMBER COMMUNICATIONS

President Dean and General Manager McElhenie will go on a Chumash Central Coast offshore wind farm tour tomorrow, and will report back on that at the next meeting.

Director Farmer reported on receiving a professional business opportunity, and as a result, he will resign from the Policy Committee. He's looking forward to the opportunity that's being presented to him.

Director Thomas joined a group to tour the Covell Ranch. It was very informative, and they

were able to see the areas cleared several years ago, those cleared this year, and those yet to be cleared.

3. PUBLIC SAFETY

A. Sheriff's Department Report

Commander Stuart MacDonald wasn't present to provide a verbal report, but a written report was included in the agenda packet.

B. CCSD Fire Chief's Report

Chief Vincent provided a brief report of recent Fire Department activities in Cambria for April and gave a Jaws of Life presentation.

4. PUBLIC COMMENT

Public Comment:
Christine Heinrichs, Cambria (also submitted a written comment for the record)

5. MANAGER REPORTS

A. General Manager's Report

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

Public Comment:
Christine Heinrichs, Cambria (also submitted a written comment for the record)
Crosby Swartz, Cambria

B. Facilities & Resources Manager's Report

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

Public Comment:
Elizabeth Bettenhausen, Cambria

C. Finance Manager's Report

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

D. Utilities Report

Wastewater Systems Superintendent John Allchin provided a detailed summary of the Wastewater Report.

Water Systems Superintendent Jim Green provided a summary of the Water Report.

The Board of Directors took a break at 3:00 p.m.

The Board of Directors reconvened the meeting at 3:08 p.m.

6. CONSENT AGENDA

A. Consideration to Adopt the April 2023 Expenditure Report

- B.** Consideration to Adopt the April 13, 2023 and April 20, 2023 Regular Meeting Minutes and April 10, 2023 Special Meeting Minutes
- C.** Consideration of Adoption of Resolution 28-2023 Declaring Vehicles and Equipment Surplus and Authorizing Sale by the General Manager

Director Thomas made two corrections to the minutes. On page 68, on April 13, 2023, Regular Meeting Minutes:

- Replace the A with an 8 to the left of Board Member, Committee, and Liaison Reports.
- In the 2nd paragraph from the bottom, replace Emma with Electronic Municipal Market Access (EMMA) in the first reference and EMMA in the second reference.

Director Farmer corrected page 74 under Future Agenda Items. It states that Director Thomas requesting, but it should be requested.

Vice President Gray moved to approve the consent agenda with the referenced corrections to the minutes.

Director Scott seconded the motion.

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

7. REGULAR BUSINESS

- A.** Discussion & Consideration of Third Quarter Budget Report for FY 2022/23

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

Public Comment:
Elizabeth Bettenhausen, Cambria

Director Scott moved to approve the third quarter budget report for the fiscal year 2022/2023.

Vice President Gray seconded the motion.

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

- B.** Discussion and Consideration of Adoption of Resolution 30-2023 Updating the Sanitary Sewer Master Plan (SSMP)

This item was pulled from the agenda and wasn't discussed.

Director Farmer wanted to address the Sanitary Sewer Master Plan (SSMP) and the Multi-Jurisdictional Hazard Mitigation Plan (MJHMP) from the last meeting. He stated the Board receives lengthy documents with little time to assess them. His concern is the Board had to pull them both, and they lacked a certain amount of quality, and he's disappointed.

General Manager McElhenie stated those are fair criticisms. Last week's MJHMP had the potential of being pulled, but it was approved with the intent to adjust and make corrections to those deficits pointed out. The SSMP also has several deficits in terms of the way it's formatted, tables, table of contents, and appendices, which Director Thomas and he identified. They are slowly taking steps to

address this. The Wastewater staff were under a time crunch to get this document completed because of some misleading information about when this SSMP had to be submitted. Due to Mr. Allchin's diligence and touching base with him over the last two days, he was able to contact the State Water Board and identify this document didn't have to be in by June 5, 2023. He admittedly said the document needed a lot of work and had some deficits. The intent was to meet the deadline so our Wastewater Department would stay in compliance with State regulations. After that was identified, he suggested we pull that item to send it back in-house, clean and tighten it up, and get it to where it needs to be. He indicated that staff considered having it professionally edited. General Manager McElhenie decided to give every department head software access to editing documents that would help catch grammatical errors.

President Dean would like to see these documents earlier.

Director Farmer thanked the General Manager for being receptive to and addressing the Board's concerns.

C. Discussion and Consideration to Fill Vacant Seats on the PROS Commission

General Manager McElhenie introduced the item and provided a summary.

Steve Kniffen provided a summary and recommended Shannon Sutherland for the PROS Commission position.

At 3:50 p.m., President Dean moved to extend the meeting to 4:30 p.m.

The Board of Directors unanimously agreed.

Public Comment:

Shannon Sutherland, Cambria

Kermit Johansson, Cambria (the Administrative Analyst read a written comment into the record)

Director Farmer moved to nominate Shannon Sutherland to the PROS Commission and continue to take applications for an alternate.

Director Scott seconded the motion.

Vice President Gray proposed an amendment to the motion to appoint Shannon Sutherland as a member and to appoint John Nixon as an alternate.

Director Farmer accepted the amendment to the motion if John Nixon accepted the alternate position.

Director Scott accepted the amendment to the motion.

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

D. Discussion and Consideration of Land and Water Conservation Fund Grant Application for Cambria Skatepark Project

General Manager McElhenie introduced the item and provided a summary and returned it to Mr. Mendoza, who provided additional information.

The Board of Directors discussed the item.

Public Comment:

Juli Amodei, Cambria

Jeffrey Smith, Cambria
Margie Perez-Sesser, Cambria

At 4:29 p.m., President Dean moved to extend the meeting to 4:45 p.m.

The Board of Directors unanimously agreed.

Public Comment:
Laura Swartz, Cambria
Chelsie Foster, Cambria
Margie Perez-Sesser, Cambria

At 4:44 p.m., President Dean moved to extend the meeting to 5:00 p.m.

The Board of Directors unanimously agreed.

The Board of Directors requested to see the grant application.

Mr. McElhenie stated that he requested the completed application from staff.

Public Comment:
Steve Kniffen, Cambria
Chelsie Foster, Cambria
Donn Howell, Cambria

Vice President Gray moved to continue the item to a date certain before the end of the month. He felt the Board should see the draft application.

The Board of Directors agreed.

At 4:58 p.m., President Dean moved to extend the meeting to 5:15 p.m.

The Board of Directors unanimously agreed.

Public Comment:
Juli Amodei, Cambria

Director Thomas moved to adjourn the regular meeting to Thursday, May 25, 2023, at 1:00 p.m. to review the grant application.

Director Scott seconded the motion.

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

8. FUTURE AGENDA ITEM(S)

President Dean asked for any future agenda items.

Vice President Gray suggested discussing a proposal to convert the PROS Commission to a standing committee.

Director Scott suggested discussing the formatting for the Strategic Plan.

Director Farmer stated four weeks ago today that the Board made a motion and hired a new General Manager. He hopes everyone concerned about the quality of the gentleman the

Board hired as General Manager takes the time to watch today's meeting. He looks forward to many years of Mr. McElhenie serving in that capacity.

President Dean stated that she received an email from the NCAC praising the Board for its selection of a General Manager. They were very impressed with Mr. McElhenie at last night's meeting.

9. ADJOURN

President Dean moved to adjourn the meeting to May 25, 2023, at 1:00 p.m. at 1000 Main Street, Cambria, CA 93428.

Vice President Gray seconded the motion.

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

President Dean adjourned the meeting 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.