

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, June 15, 2023 1:00 pm

1. OPENING

A. Call to Order

President Dean called the meeting to order at 1:02 pm.

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, Administrative Department Manager Denise Fritz, Utilities Department Manager/District Engineer Ray Dienzo, Fire Chief Justin Vincent, and Administrative Analyst Haley Dodson.

Staff present via Zoom: District Counsel Timothy Carmel, Wastewater Systems Superintendent John Allchin, Water Systems Superintendent Jim Green, Facilities & Resources Manager Carlos Mendoza, and Program Manager Tristan Reaper.

D. President's Report

President Dean announced the unexpected passing of former CCSD Director and Finance Committee member Cindy Steidel and provided a summary of her many valuable contributions to the community of Cambria.

Vice President Gray praised Cindy Steidel as a friend and colleague and summarized her many valuable contributions to the community of Cambria.

Director Thomas praised Cindy Steidel's hard work, dedication, and sense of humor and remembered her laughter.

Director Farmer praised Cindy Steidel and stated she had a laugh that could fill the room and provided a summary of her many valuable contributions to the community of Cambria.

Director Scott stated Cindy's death reminds us that every day is precious and we need to take advantage of the time we have, do good work and love our family, friends, neighbors, and colleagues.

District Counsel stated that he was lucky enough to spend significant time with Cindy. Cindy was a very bright and caring person with a great thirst for knowledge, and she gave greatly to this community and will be truly missed.

Public Comment:

Ted Siegler, Cambria

Steve Kniffen, Cambria

Amanda Rice, Cambria

Tina Dickason, Cambria

Donn Howell, Cambria (the Administrative Analyst read a written comment into the record)

Suzy Siegler, Cambria (the Administrative Analyst read a written comment into the record)

E. Agenda Review

President Dean asked for any changes to the agenda. Items 8B and 8C were tabled for the July 13th meeting, and President Dean stated that agenda item 6C will be discussed after Public Safety.

2. BOARD MEMBER COMMUNICATIONS

Director Thomas announced a Friends of the Fiscalini Ranch Preserve and Friends of Cambria Dog Park gathering for Saturday, June 17, 2023, at 8 am and 9 am.

Director Farmer stated that former County Clerk-Recorder Tommy Gong is now the Chief Deputy Clerk-Recorder for Contra Costa County and will be the keynote speaker tomorrow at the League of Women's Voters meeting via Zoom.

3. PUBLIC SAFETY

A. Sheriff's Department Report

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

B. CCSD Fire Chief's Report

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

Public Comment:

Tina Dickason, Cambria

The Board of Directors discussed consent agenda item 6C.

4. PUBLIC COMMENT

Public Comment:

Kitty Connolly, Cambria

Tina Dickason, Cambria

Janis Krechter, Encinitas (the Administrative Analyst read a written comment into the record)

5. MANAGER REPORTS

A. General Manager's Report

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

B. Facilities & Resources Manager's Report

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

Public Comment:

Elizabeth Bettenhausen, Cambria

Tina Dickason, Cambria

The Board of Directors took a break at 2:35 pm.

The Board of Directors reconvened the meeting at 2:45 pm.

C. Finance Manager's Report

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

D. Utilities Report

Utilities Department Manager/District Engineer Dienzo provided a summary of the Utilities Report.

Public Comment:

Elizabeth Bettenhausen, Cambria

6. CONSENT AGENDA

A. Consideration to Adopt the May 2023 Expenditure Report

B. Consideration to Adopt the May 11, 2023 and May 18, 2023 Regular Meeting Minutes and May 25, 2023 Adjourned Regular Meeting Minutes

C. Consideration to Approve a Consultant Services Agreement with CIO Solutions and Authorize the General Manager to Execute the Agreement

D. Consideration of Approval of Notice of Exemption for the Cambria Skate Park Project Under the California Environmental Quality Act

Consent agenda item 6C was considered after Public Safety.

District Counsel announced that he has a conflict of interest on item 6.C., as CIO Solutions is a client and source of income to his law firm and stated that Attorney Terry Schubert is available to answer any questions.

General Manager McElhenie introduced the item and provided a summary. Design Desk Team Lead Jeff Franklin and Attorney Schubert provided an overview.

Public Comment:

Amanda Rice, Cambria

Tina Dickason, Cambria

Director Thomas moved to approve consent agenda item 6C.

Vice President Gray seconded the motion.

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

Vice President Gray moved to approve consent agenda items 6A, 6B, and 6D with corrections to the minutes.

Director Scott seconded the motion.

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

7. HEARINGS AND APPEALS

- A.** Public Hearing to Discuss and Consider Adoption of Resolution 38-2023 Approving the CCSD Preliminary Budget for Fiscal Year 2023-2024 and Resolution 39-2023 Establishing the Fiscal Year 2023-2024 Appropriations Limit

General Manager McElhenie introduced the item and provided a summary.

President Dean opened the public hearing.

Public Comment: none.

President Dean closed the public hearing.

At 3:57 pm, the Board of Directors agreed to extend the meeting to 4:45 pm.

Vice President Gray moved to adopt Resolution 38-2023 approving the CCSD Preliminary Budget for Fiscal Year 2023-2024, and Resolution 39-2023 establishing the Fiscal Year 2023-2024 appropriations limit.

Director Scott seconded the motion.

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

The Board of Directors took a break at 4:07 pm.

The Board of Directors reconvened the meeting at 4:14 pm.

8. REGULAR BUSINESS

- A.** Discussion and Consideration of Approval of Agreement for Legal Services

General Manager McElhenie introduced the item and provided a summary.

Public Comment:

Amanda Rice, Cambria

Christine Heinrichs, Cambria

Director Farmer moved to approve an Agreement for Legal Services with Carmel & Naccasha.

Director Thomas seconded the motion.

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

B. Discussion and Consideration of Strategic Plan Process

This item was pulled from the agenda.

C. Discussion and Consideration of Ad Hoc Committee Report for Strategic Plan

This item was pulled from the agenda.

D. Discussion and Consideration of the 2023-2024 Annual Water Shortage Assessment Report

General Manager McElhenie introduced the item, provided a summary, and turned it over to Utilities Department Manager Dienzo.

Public Comment:

Elizabeth Bettenhausen, Cambria

At 4:44 pm, the Board of Directors agreed to extend the meeting to 5:00 pm.

Public Comment:

Crosby Swartz, Cambria

Vice President Gray moved to approve the 2023-2024 Annual Water Shortage Assessment Report.

Director Thomas seconded the motion.

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

E. Discussion and Consideration of 2023/2024 Rate Adjustments to Water and Sewer Rates and Adoption of Resolution 37-2023 Establishing Said Rates

General Manager McElhenie introduced the item and provided a summary.

At 4:58 pm, the Board of Directors agreed to extend the meeting to 5:10 pm.

Vice President Gray moved to adopt 2023/2024 Rate Adjustments to Water and Sewer Rates and adopt Resolution 37-2023, establishing said rates.

Director Thomas seconded the motion.

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

9. FUTURE AGENDA ITEM(S)

President Dean asked for any future agenda items. She stated that the July 13th agenda includes discussing and considering the Policy Committee's scope of work and appointing a new chair. At some point soon, the Board will discuss and consider converting PROS to a standing committee.

Director Scott asked if regular business items 8B and 8C would be on the agenda.

President Dean responded yes.

Mrs. Dodson announced the future agenda items for the July board meetings.

10. ADJOURN

President Dean adjourned the meeting at 5:08 pm.

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.