



CAMBRIA COMMUNITY SERVICES DISTRICT

MINUTES OF FEBRUARY 13, 2025, 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, February 13, 2025, at 10:00 a.m. at the Cambria Veterans' Memorial Hall, 1000 Main Street, Cambria, CA 93428.

1. OPENING

1.A Call to Order

President Scott called the meeting to order at 10:00 a.m.

1.B Pledge of Allegiance

President Scott led the Pledge of Allegiance.

1.C Establishment of Quorum

A quorum was established.

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

Staff present: General Manager Matthew McElhenie, Administrative Department Manager Denize Fritz, Confidential Administrative Assistant Haley Dodson, Fire Chief Michael Burkey, and Utilities Department Manager Jim Green.

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

1.D President's Report

President Scott stated that a backup generator will be available to ensure continued operations in the event of a power outage during the Board meeting.

1.E Agenda Review

President Scott asked for any changes to the agenda.

Vice President Thomas suggested moving the Standing Committee vacancy process.

President Scott requested to move agenda item 8.C. to after presentations, and the Board agreed.

2. BOARD MEMBER COMMUNICATIONS

Director Dean stated that the California Coastal Commission is starting their public process to inform its 2026-2030 Strategic Plan. Public input can be submitted by Monday, March 30, 2025, by emailing strategicplancomments@coastalcal.gov.

Vice President Thomas stated he recently took California Ethics training and reflected on the loss of ethics at the national level and stated there's no loss of ethics at this level.

President Scott stated that what Vice President Thomas just stated is his opinion and not the Board's opinion.

Director Farmer concurred with what Vice President Thomas said regarding the ethical standards and integrity of the Board and the District.

3. ACKNOWLEDGEMENTS

3.A Swearing in of New Fire Captain and SAFER Firefighter

Chief Burkey swore in Fire Captain Greg McGill and SAFER Firefighter Henry Wright.

4. PRESENTATIONS

4.A Receive a Presentation from Kevin Merk Associates, LLC Regarding Cambria Water Reclamation Facility Adaptive Management Plan Quarterly Baseline Monitoring - Summer & Fall 2024

General Manager McElhenie introduced the item and provided a summary.

Kevin Merk provided a summary and answered questions.

The Board of Directors held a discussion.

Public Comment:

Frank DeMicco, Cambria

4.B Receive a Presentation from the PROS Community Park Ad Hoc Committee on the Community Park Conceptual Plan

General Manager McElhenie introduced the item and provided a summary.

Shannon Sutherland and Jeff Wilson provided a PowerPoint presentation.

The Board of Directors held a discussion.

Public Comment:

Jim Bahringer, Cambria

Dennis Dudzik, Cambria (submitted a written public comment for the record)

Alice Wysocki, Cambria

Christina Galloway, Cambria

Frank DeMicco, Cambria

5. PUBLIC COMMENT

Jrair Hakopian

David Ogrady, Cambria (submitted a written public comment for the record)

Laura Swartz, Cambria

Claudia Harmon Worthen, Cambria (submitted a written public comment for the record)

M. Levkoff (submitted a written public comment for the record)

Nancy Akhavan (submitted a written public comment for the record)

Anonymous (submitted a written public comment for the record)

Lauren Younger, Cambria (submitted two written public comments for the record)

6. PUBLIC SAFETY

6.A Sheriff's Department Report

A Sheriff's Department representative was not present, but a report was included in the agenda packet.

Public Comment: None.

6.B CCSD Fire Chief's Report

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

Public Comment:

Jrair Hakopian

7. CONSENT AGENDA

7.A Consideration to Adopt the January 2025 Expenditure Report

7.B Consideration to Adopt the January 9, 2025 Regular Meeting Minutes and January 16, 2025 Special Meeting Minutes

7.C Consideration of Adoption of Resolution 08-2025 Amending the Parks, Recreation & Open Space (PROS) Committee Meeting Schedule

7.D Consideration of Adoption of Resolution 14-2025 Approving a Side Letter Agreement between CCSD and Service Employees International Union (SEIU) Local 620

7.E Consideration to Direct Staff and District Counsel to Review the Board and Standing Committee Bylaws

7.F Consideration of Adoption of Resolution 09- 2025 Establishing 2150 Main St #1-A, Cambria, CA 93428, as the Official Physical Address of the Cambria Community Services District

Director Gray requested a change to the January 9, 2025 meeting minutes under item 7H. It doesn't specify that the Board adopted those changes. It's not noted in the description of the motion.

President Scott and Director Gray suggested the minutes reflect that Director Farmer "moved to approve the CCSD Outdoor Lighting Policy Number 2230 with the suggested changes noted."

Director Farmer requested a change to the January 16, 2025 meeting minutes under item 2. Laurie Valons should be spelled Laurie Vallens.

President Scott requested a change to the January 16, 2025 meeting minutes under item 2. Gary Williams should be spelled Gary Willems.

Public Comment: none.

Director Gray moved to approve 7A-7F.

Director Farmer seconded the motion.

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

8. REGULAR BUSINESS

8.A Receive and File the Second Quarter Budget Report for FY 2024/25

Administrative Department Manager Fritz introduced the item and provided a summary.

Director Gray moved to receive and file the Second Quarter Budget Report with one correction under Debt Listing, changing Water Reclamation Facility to Water.

Vice President Thomas seconded the motion.

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

8.B Discussion and Consideration of Adoption of Resolution 10-2025 Amending the Board and Standing Committee Bylaws to Establish a Fire Protection Committee, Adoption of Resolution 11-2025 Amending the List of Designated Positions Subject to the District's Conflict of Interest Code, and Adoption of Resolution 12-2025 Establishing the 2025 CCSD Fire Protection Committee Meeting Schedule

General Manager McElhenie introduced the item and provided a summary.

The Board of Directors held a discussion.

Public Comment: none.

Director Gray moved to adopt Resolution 10-2025 amending the Board Bylaws to establish a Fire Protection Committee, adopt Resolution 11-2025, amending the list of designated positions subject to the District's Conflict of Interest Code, and adopt Resolution 12-2025 establishing the 2025 Fire Protection Committee meeting schedule.

District Counsel stated the Board needs to delete section 2 of Resolution 10-2025.

Director Gray amended the motion to remove section 2 of Resolution 10-2025.

Director Dean seconded the motion.

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

8.C Discussion and Consideration of Standing Committee Chair and Liaison Appointments

This item was discussed after item 5, Public Comment.

General Manager McElhenie introduced the item and provided a summary.

Director Gray stated he's interested in being the Chair of the Fire Protection Committee.

Vice President Thomas moved to nominate Director Gray for Chair of the Fire Protection Committee.

Director Dean seconded the motion.

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

The Board of Directors decided to move to item 8D directly after Director Gray's appointment.

Item 8.C. was discussed again after the Board filled the vacant seats on the Standing Committees (item 8.D.).

The Board of Directors held a discussion.

Director Gray moved to appoint Vice President Thomas to the Cambria Tourism Board, President Scott to the San Luis Obispo Local Agency Formation Commission (LAFCO), and Director Dean to the Water Resources Advisory Committee (WRAC) and the Central Coast Regional Water Quality Control Board.

Director Farmer seconded the motion.

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

The Board of Directors took a break at 12:22 p.m.

The Board of Directors reconvened the meeting at 1:00 p.m.

8.D Discussion and Consideration to Fill Vacant Seats on the Standing Committees

General Manager McElhenie introduced the item and provided a summary.

The Board of Directors held a discussion.

Public Comment:

David Ogrady, Cambria

Director Gray moved to appoint Ronald De Luca, David Pierson, Tony Safford, Arthur Chapman, and Gordon Heinrichs to the Fire Protection Committee.

Director Dean seconded the motion.

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

Vice President Thomas moved to appoint Shannon Sutherland, Jeff Wilson, Mark Glanzman, Gary Stephenson, and Matt Jaffe to the Park, Recreation & Open Space (PROS) Committee for the 2025-2026 term.

Director Gray seconded the motion.

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

Director Dean moved to appoint James Webb, Mark Meeks, Steven Siebuhr, Donn Howell, and Jim Grimaud as the appointees for the Resources & Infrastructure Committee for 2025-2026.

Director Farmer seconded the motion.

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

President Scott moved to appoint Karen Chrisman, Scott McCann, Keith Hinrichsen, Alice Wysocki, and Steve Rau to the Finance Committee.

Director Gray seconded the motion.

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

8.E Discussion and Consideration of Introduction of Ordinance 01-2025 Adding Chapter 6.05 to the Cambria Community Services District Municipal Code Regarding Weed Abatement Standards

General Manager McElhenie introduced the item, provided a summary, and stated that this item was amended earlier in the week.

Fire Chief Burkey provided a summary.

The Board of Directors held a discussion.

Public Comment:

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

Christine Heinrichs, Cambria

Dennis Dudzik, Cambria

Director Gray moved to refer item 8E (which is discussion and consideration of introduction of Ordinance 01-2025 adding Chapter 6.05 to the Cambria Community Services District Municipal Code regarding weed abatement standards – amended February 11, 2025) to the Fire Protection Committee for review and report back to the Board on March 13, 2025.

Director Dean seconded the motion.

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

8.F Receive Public Input Related to the Strategic Plan

General Manager McElhenie introduced the item and provided a summary.

Public Comment:

Pamela Dudzik, Cambria (submitted a written public comment for the record)

Dennis Dudzik, Cambria (submitted a written public comment for the record)

Deryl Robinson, Cambria

8.G Discussion and Consideration of the Agenda and Preparations for the March 3, 2025 Strategic Planning Workshop Special Meeting

General Manager McElhenie introduced the item and provided a summary.

The Board of Directors held a discussion.

Public Comment: None.

Director Gray moved to adopt the agenda and preparations for the March 3, 2025, Strategic Planning Workshop Special Meeting.

Director Dean seconded the motion.

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

The Board of Directors took a break at 2:36 p.m.

The Board of Directors reconvened the meeting at 2:41 p.m.

8.H Discussion and Consideration of Adoption of the Budget Policy Revisions Recommended by the Staff and Finance Committee

General Manager McElhenie introduced the item and provided a summary.

Administrative Department Manager Fritz provided a summary.

The Board of Directors held a discussion.

Director Gray moved to adopt the Budget Policy revisions recommended by the Staff and Finance Committee.

Vice President Thomas seconded the motion.

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

8.I Discussion and Consideration of Adoption of Resolution 13-2025 Amending the Fiscal Year 2024/2025 Final Budget for ESRI GIS Services

General Manager McElhenie introduced the item and provided a summary.

Fire Chief Burkey provided a summary.

The Board of Directors held a discussion.

Director Dean moved to adopt Resolution 13-2025, amending the Fiscal Year 2024/2025 Final Budget for ESRI GIS Services.

Vice President Thomas seconded the motion.

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

8.J Receive a Presentation from ASTERRA and Discussion and Consideration of Approval of an Agreement for Consultant Services for Satellite-Based Leak Detection Services for Water and Wastewater

General Manager McElhenie introduced the item and provided a summary.

The Board of Directors held a discussion.

Public Comment:

Dennis Dudzik, Cambria

Jeff Wilson, Cambria (submitted a written public comment for the record)

Director Gray moved to approve an Agreement for Consultant Services for Satellite-Based Leak Detection Services for Water and Wastewater with ASTERRA.

Director Dean seconded the motion.

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

9. MANAGER REPORTS

9.A General Manager's Report

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

Public Comment:

Pamela Dudzik, Cambria

Christina Galloway, Cambria

At 3:51 p.m., the Board of Directors extended the meeting to 4:20 p.m.

9.B Facilities & Resources Manager's Report

General Manager McElhenie provided a summary of the Facilities & Resources Department.

Public Comment: none.

9.C Finance Manager's Report

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

Public Comment: none.

9.D Utilities Report

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

Public Comment: none.

10. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

10.A Finance Committee's Report

A written report was included in the agenda packet.

10.B PROS Committee's Report

A written report was included in the agenda packet.

10.C Resources & Infrastructure Committee's Report

A written report was included in the agenda packet.

10.D Other Liaison Reports & Ad Hoc Committee Reports

Written reports were included in the agenda packet.

Public Comment: none.

11. FUTURE AGENDA ITEM(S)

President Scott asked for any future agenda items.

Director Farmer suggested that due to the number of comments from property owners regarding the increased cost of fuel reduction by Paradise Tree Service, that the Board have a discussion regarding the obligations of the property owners and the District regarding this important issue, including feedback from Paradise Tree Service and perhaps other weed abatement providers in our area.

Vice President Thomas requested to bring the Community Park Ad Hoc Committee Conceptual Plan forward for Board approval.

Public Comment:

Christina Galloway, Cambria

Dennis Dudzik, Cambria

12. ADJOURN

President Scott adjourned the meeting at 4:10 p.m.

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