

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, July 20, 2023 1:00 PM

1. OPENING

A. Call to Order

President Dean called the meeting to order at 1:02 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, Administrative Department Manager Denise Fritz, Fire Chief Justin Vincent, and Administrative Analyst – HR & IT Haley Dodson.

Staff present via Zoom: District Counsel Timothy Carmel, Utilities Department Manager/District Engineer Ray Dienzo, and Water Systems Superintendent Jim Green.

D. President's Report

President Dean met with the Resources & Infrastructure Committee Ad Hoc on Climate Change, along with Mr. Dienzo and Supervisor Bruce Gibson. They discussed the County's Climate Change Plan. Mr. Gibson gave them tips on where to look for funding and how to develop a climate change plan.

President Dean announced that the General Manager, Vice President, President, and staff members will meet with Senator Laird on Tuesday and discuss infrastructure funding, climate issues, and several other things.

E. Agenda Review

President Dean asked for any changes to the agenda.

President Dean tabled item 7B. The Coastal Commission has requested some additions to the scope of the Instream Flow Study.

Mr. Dienzo requested to present the Utilities Report as the first item under Manager's Reports.

2. BOARD MEMBER COMMUNICATIONS

There were no Board member communications.

3. PUBLIC SAFETY

A. Sheriff's Department Report

Commander Stuart MacDonald wasn't present, but a written report was included in the agenda packet for June's recent Sheriff's Department activities in Cambria.

B. CCSD Fire Chief's Report

Chief Vincent provided a brief report of recent Fire Department activities in Cambria for June.

4. PUBLIC COMMENT

Public Comment: none.

5. MANAGER REPORTS

A. General Manager's Report

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

Public Comment:
Elizabeth Bettenhausen, Cambria

B. Finance Manager's Report

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

C. Utilities Report

This item was discussed as agenda item 5A.

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

6. CONSENT AGENDA

A. Consideration to Adopt the June 2023 Expenditure Report

B. Consideration to Adopt the June 8, 2023 and June 15, 2023 Regular Meeting Minutes

C. Consideration of Approval of Fourth Amendment to Agreement for Consultant Services with Moss, Levy & Hartzheim LLP for Professional Auditing Services in Performance of the District's FY 2022/23 Audit

D. Consideration of Approval of Agreement for Consultant Services with Municipal Resource Group, LLC for Human Resources Coaching and Consulting Services

E. Consideration of Adoption of Resolution 41-2023 Amending the District Salary Schedule

F. Consideration of Approval of an Agreement for Consultant Services with Complete Paperless Solutions, LLC and to Authorize General Manager to Execute the Agreement

Director Thomas requested to pull item 6D.

Director Farmer requested to pull item 6C.

Public Comment:

Christine Heinrichs, Cambria

Elizabeth Bettenhausen, Cambria

Director Farmer moved to approve consent agenda items 6A, 6B, 6E, and 6F.

Vice President Gray seconded the motion.

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

Vice President Gray moved to approve consent agenda item 6C.

Director Farmer seconded the motion.

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

Vice President Gray moved to approve consent agenda item 6D.

Director Scott seconded the motion.

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

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

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

7. REGULAR BUSINESS

A. Discussion and Consideration to Request the Chairs of the Resources & Infrastructure and Finance Committees Meet to Update the Capital Improvement Project (CIP) List

General Manager McElhenie introduced the item and provided a summary.

Public Comment:

Director Scott moved to request that the Chairs of Resources & Infrastructure and Finance Committees meet to update the Capital Improvement Project (CIP) list.

Vice President Gray seconded the motion.

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

B. Discussion and Consideration of Approval of Amendment for Consultant Services with Stillwater Sciences for an Expanded Scope of Work for the Instream Flow Study

This item was tabled to a future meeting.

C. Discussion and Consideration of Introduction of Ordinance 02-2023 Repealing Chapter 7.08 of the Cambria Community Services District Municipal Code

General Manager McElhenie introduced the item and provided a summary. District Counsel provided an overview.

President Dean moved to introduce Ordinance 02-2023 repealing Chapter 7.08 of the Cambria Community Services District Municipal Code and dissolving the Parks, Recreation and Open Space Commission and waive further reading.

Vice President Gray seconded the motion.

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

D. Discussion and Consideration to Approve President Dean’s Attendance at the California Special District Association’s (CSDA) Annual Conference & Exhibitor Showcase

General Manager McElhenie introduced the item and provided a summary.

Director Farmer moved to approve President Dean’s attendance at the CSDA Annual Conference & Exhibitor Showcase.

Vice President Gray seconded the motion.

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

8. FUTURE AGENDA ITEM(S)

President Dean asked for any future agenda items.

Mrs. Dodson announced the future agenda items for the August Board meetings.

Director Scott asked when agenda item 7B will be discussed.

President Dean stated that there are items the Coastal Commission wants the District to expand on for the Instream Flow Study. Once the requested additions to the scope are made, they will be returned.

Director Thomas suggested finding a way to make keeping track of future agenda items easier and reviewing the District’s policy regarding personal use of CCSD vehicles for commuting.

9. ADJOURN TO CLOSED SESSION

District Counsel introduced the item.

President Dean asked for public comment on 9A.

Public Comment: none.

President Dean adjourned the meeting to a closed session at 3:20 pm.

A. CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code Section 54957.6

Agency Designated Representative: District Counsel Timothy Carmel and General Manager Matthew McElhenie

Unrepresented Employee: Fire Chief Justin Vincent

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/meetings/CCSD/>. CCSD's written comments can be reviewed on the district's meeting webpage.