



CAMBRIA COMMUNITY SERVICES DISTRICT

MINUTES OF DECEMBER 11, 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, December 11, 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, Harry Farmer, Tom Gray, Karen Dean, and Michael Thomas.

Staff present: General Manager Matthew McElhenie, Administrative Department Manager Denise Fritz, Confidential Administrative Assistant Haley Dodson, Utilities Department Manager Jim Green, Facilities & Resources Manager David Aguirre, Wastewater Systems Superintendent Toni Artho, Water Systems Superintendent Cody Meeks, Fire Chief Michael Burkey, Fire Captains Michael Castellanos, Craig Brooks, and Greg McGill, Fire Engineer Kayla Graves, Firefighter Tyler Loudermilk, Reserve Firefighter Henry Wright, Maintenance Technician Anthony Deas, and Water Treatment Operator Clint Conroy.

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

1.D Report from Closed Session

District Counsel stated that the Board held a closed session on November 13, 2025, at the regular board meeting for a conference with its labor negotiator pursuant to Government Code Section 54957.6. The District's negotiator was General Manager Matthew McElhenie, and the employee group was the International Association of Firefighters (IAFF) Local 4635. The Board also had the District Counsel's performance evaluation pursuant to Government Code Section 54957(b). No action was taken by the Board.

1.E President's Report

President Scott thanked the Board, staff, and community members for the opportunity to serve as Board President over the past year. She described the experience as eye-opening, rewarding, and challenging, noting that it has been a very important part of her life and expressed her gratitude for being granted that responsibility.

1.F Agenda Review

President Scott asked if there were any changes to the agenda and stated that she would like to hold the closed session at lunchtime, with Item 7A completed as quickly as possible.

1.G Discussion and Consideration of Election of Officers

General Manager McElhenie provided a summary.

The Board of Directors held a discussion.

Director Dean moved to nominate Director Farmer as President of the Board.

Director Gray seconded the motion.

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

Director Thomas moved to nominate Director Dean as Vice President.

Director Gray seconded the motion.

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

The Board of Directors expressed their gratitude to President Scott for her service as President.

General Manager McElhenie presented former President Scott with a plaque and flowers on behalf of the CCSD staff, expressing his gratitude and honor in having the opportunity to work with her.

2. BOARD MEMBER COMMUNICATIONS

Director Scott shared that she is a member of the Cambria Choral, which performs four concerts each year, two in May and two in December. The December concerts are on Sundays at 2:00 PM at the Presbyterian Church. She invited everyone to attend, and those interested in a free ticket can contact her directly.

President Farmer stated that he attended this concert and encouraged everyone to go.

Director Thomas reported that on Sunday, visitors are welcome to stop by Skate Cambria from 1:00 to 4:00 PM at the skatepark. Additionally, on Saturday morning, there will be a habitat tree planting at the Tipton entrance, where FFRP will be planting pollinator-friendly plants.

3. PUBLIC COMMENT

Christine Heinrichs, Cambria (also submitted a written comment for the record)
Juli Amodei, Cambria

4. ACKNOWLEDGEMENTS

4.A General Manager's 2025 Year-End Review & Staff Acknowledgements

General Manager McElhenie presented the 2025 Year-End Review and recognized staff achievements. Acknowledgements were given to Administrative Department Manager Denise Fritz, Utilities Department Manager Jim Green, Wastewater Systems Superintendent Toni Artho, Maintenance Technician Anthony Deas, and Water Treatment Operator Clint Conroy. Fire Chief Michael Burkey presented Tyler Loudermilk with a Fire Chief's Award of Excellence. Additionally, Confidential Administrative Assistant Haley Dodson presented General Manager McElhenie with recognition on behalf of the Management and Confidential Employee Group.

Public Comment:
Donn Howell, Cambria
Dennis Dudzik, Cambria

The Board of Directors moved to Regular Business Item 7A.

5. PUBLIC SAFETY

5.A Sheriff's Department Report

There was no Sheriff's Department report.

Public Comment: none.

5.B California Highway Patrol (CHP) Report

This item was discussed after Regular Business Item 7A.

Commander Darren Gennuso provided a report on California Highway Patrol (CHP) activities in Cambria.

Public Comment: none.

5.C CCSD Fire Chief's Report

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

Public Comment: none.

6. CONSENT AGENDA

6.A Consideration to Adopt the November 2025 Expenditure Report

6.B Consideration of Adoption of Resolution 45-2025 Establishing the 2026 CCSD Regular Board Meeting Schedule, Adoption of Resolution 46-2025 Establishing the 2026 CCSD Standing Committee Meeting Schedules, and Adoption of Resolution 47-2025 Amending the Standing Committee Bylaws

6.C Consideration of Adoption of Resolution 48-2025 Exercising Its Option to Extend the Mission Country Disposal Franchise Agreement

6.D Consideration of Adoption of Resolution 49-2025 Amending the Fiscal Year 2025-2026 Budget for the Cambria Veterans' Hall Renovations

6.E Consideration to Approve an Agreement with the County of San Luis Obispo for Local Area Grant Funding for Cambria Veterans' Hall Renovations

6.F Consideration to Approve a Memorandum of Understanding (MOU) between the San Luis Obispo County Flood Control and Water Conservation District (District) and the Cambria Community Services District (CCSD) for Operation of the Cambria Flood Control Pump During Storm Events

6.G Consideration to Accept the Community Project Funding Grant Award for Cambria CSD Fire Apparatus Replacement

President Farmer asked the Directors if they had any items to pull.

Director Thomas pulled 6B from the Consent Agenda.

The Board of Directors held a discussion.

Public Comment: none.

Director Gray moved to approve the Consent Agenda items 6A, 6C, 6D, 6E, 6F, and 6G.

Vice President Dean seconded the motion.

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

General Manager McElhenie introduced item 6B.

Director Thomas proposed moving the PROS December meeting to November 19, 2026. He also noted a revision to the Standing Committee Bylaws, referencing page 68, Section 6.3, suggesting that the phrase 'regular meetings at least quarterly' be updated to 'typically quarterly'.

The Board of Directors approved changing both the PROS and Fire Protection Committee meetings originally scheduled for December to November 19, 2026.

Public Comment:

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

Director Thomas moved to adopt Resolution 45-2025, establishing the 2026 CCSD Board regular meeting schedule, and Resolution 46-2025 establishing the Standing Committee schedules, and Resolution 47-2025, amending the Standing Committee Bylaws, with the following exceptions: that the PROS Committee and Fire Protection Committee fourth quarter meetings will be held on November 19, 2026, instead of December 17, 2026, and on page 68, Section 6.3 of the bylaws, the phrase “regular meetings at least quarterly” will be revised to say “shall hold regular meetings typically quarterly.”

Director Scott seconded the motion.

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

7. REGULAR BUSINESS

7.A Receive Presentation on San Luis Obispo County Regional Ecological Strategy for Improving Landscapes (SLO-RESIL) Permit Opportunities

Spencer Gordon, Forestry Project Manager, and Shelby Kranich, Director of Forest Resilience, gave a presentation on the San Luis Obispo County Regional Ecological Strategy for Improving Landscapes (SLO-RESIL) and associated permit opportunities.

The Board of Directors held a discussion.

Public Comment:

Laura Swartz, Cambria

Kitty Connolly, Cambria

Michael Castellanos, Cambria

7.B Review, Discussion, and Consideration of Standing Committee Chair and Liaison Appointments

General Manager McElhenie introduced the item and provided a summary.

Director Thomas requested the elimination of the Cambria Tourism Board liaison appointment.

Public Comment: none.

Director Gray moved to approve the proposed Standing Committee Chair and Liaison Appointments, with the exception of eliminating the Cambria Tourism Board position currently held by Director Thomas.

Vice President Dean seconded the motion.

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

7.C Review, Discussion, and Consideration of the Ad Hoc Committee Assignments and Status

General Manager McElhenie introduced the item and provided a summary.

The Board of Directors held a discussion.

Director Scott recommends expanding the scope of the Fiscalini Ranch Preserve Maintenance Responsibility Ad Hoc Committee to recommend to the Board a clear scope of maintenance responsibilities for the Fiscalini Ranch Preserve and make recommendations to update the Fiscalini Ranch Management Plan.

Director Thomas seconds the motion.

President Farmer stated that this also includes the continuation of the Climate Action Plan Ad Hoc Committee.

Public Comment: none.

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

7.D Discussion and Consideration to Fill a Vacant Seat on the Finance Committee

Director Scott would like to continue item 7D to the next meeting.

7.E Discussion and Consideration to Fill a Vacant Seat on the Fire Protection Committee

Director Gray introduced the item and provided a brief summary.

Applicant Bruno Gonzalez provided a brief summary.

Public Comment: none.

The Board of Directors held a discussion.

Director Gray moved to appoint Bruno Gonzalez to fill the vacant seat on the Fire Protection Standing Committee.

Director Thomas seconded the motion.

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

7.F Discussion and Consideration of Introduction of Ordinance 01-2026 Amending Chapter 6.04 of the Cambria Community Services District's Municipal Code and Adopting the 2025 Edition of the California Fire Code and the 2024 International Wildland Urban Interface Code, and Associated Local Amendments

General Manager McElhenie introduced the item and provided a summary.

Chief Burkey provided a summary.

Public Comment: none.

Director Gray moved to introduce Ordinance 01-2026 amending Chapter 6.04 of the Cambria Community Services District's Municipal Code and adopt the 2025 Edition of the California Fire Code and the 2024 International Wildland Urban Interface Code, and Associated Local Amendments with the following change in Section numbered 307.4.2 Recreational Fires, in the paragraph describing the exception, to read equipped with a functional non-combustible spark arrester screen with openings no larger than ¼ inch, and waive further reading.

Director Scott seconded the motion.

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

Director Thomas moved to establish a public hearing for January 8, 2026 prior to considering adoption of the Ordinance.

Director Gray seconded the motion.

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

7.G Discussion and Consideration of Approval of Public Works Contract with B&T Service Station Contractors and Adoption of Resolution 50-2025 Amending the FY 2025 -2026 Budget for Fuel Tank Rehabilitation at Rodeo Grounds and Cambria CSD Fire Station

General Manager McElhenie introduced the item and provided a summary.

Utilities Department Manager Green provided a summary.

Public Comment:

Director Gray moved to approve a Public Works Contract with B&T Service Station Contractors and adopt Resolution 50-2025, amending the FY 2025 -2026 Budget for fuel tank rehabilitation at Rodeo Grounds and Cambria CSD Fire Station.

Vice President Dean seconded the motion.

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

8. MANAGER REPORTS

8.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)

8.B Facilities & Resources Manager's Report

Facilities & Resources Manager Aguirre provided a Facilities & Resources Department Report.

Public Comment: none.

8.C Finance Manager's Report

Administrative Department Manager Fritz provided a Finance Manager's Report.

Public Comment: none.

8.D Utilities Report

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

Public Comment: none.

9. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

9.A Finance Committee's Report

There was no Finance Committee meeting in November.

9.B Fire Protection Committee's Report

A written report was included in the agenda packet.

9.C PROS Committee's Report

A written report was included in the agenda packet.

9.D Resources & Infrastructure Committee's Report

There was no written report included in the agenda packet.

9.E Other Liaison Reports & Ad Hoc Committee Reports

Written reports were included in the agenda packet.

10. FUTURE AGENDA ITEM(S)

President Farmer asked for any future agenda items.

Director Gray requested a new Ad Hoc Committee with a specific task to assist staff with the emergency evacuation access easement. It was decided to meet with directors and staff but not form an ad hoc committee.

Confidential Administrative Assistant Dodson announced the items for the January Board meeting.

Public Comment:

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

11. ADJOURN TO CLOSED SESSION

**11.A CONFERENCE WITH LABOR NEGOTIATOR Pursuant to Government Code
Section 54957.6
Agency Designated Representative: General Manager, Matthew McElhenie
Employee Group: International Association of Fire Fighters (IAFF), Local 4635**

After the Fire Chief's Report, District Counsel stated that the Board will now adjourn to a Closed Session with a conference with its labor negotiator pursuant to Government Code Section 54957.6. The District's negotiator is General Manager Matthew McElhenie, and the employee group is the International Association of Firefighters (IAFF) Local 4635.

Public Comment: none.

President Farmer adjourned the meeting to a closed session at 11:57 p.m.

Following the closed session, President Farmer reconvened the meeting at 12:56 p.m.

District Counsel stated that the Board just concluded a Closed Session for a conference with its labor negotiator pursuant to Government Code Section 54957.6. The District's negotiator was General Manager Matthew McElhenie, and the employee group was the International Association of Firefighters (IAFF) Local 4635. No action was taken.

The Board of Directors moved to the Consent Agenda.

President Farmer adjourned the meeting at 2:49 p.m.

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