

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
Thursday, March 16, 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: Acting General Manager Ray Dienzo, Finance Manager Denise Fritz, Fire Chief Justin Vincent, Facilities & Resources Manager Carlos Mendoza and Administrative Analyst – HR & IT Haley Dodson.

Staff present via Zoom: District Counsel Timothy Carmel and Administrative Department Manager Pamela Duffield.

**D. President's Report**

President Dean reported thanked staff, Cambria Fire, CAL OES, CCHD for the recent storm assistance.

**E. Agenda Review**

President Dean asked for any changes to the agenda. There were none.

**2. ACKNOWLEDGEMENTS**

**A. Swearing in of New Fire Engineer and SAFER Firefighter**

Chief Vincent swore in Clifford Elgin as Fire Engineer and Drew Kanner as SAFER Firefighter.

**3. BOARD MEMBER COMMUNICATIONS**

Director Farmer reported on the recent storm and sent positive thoughts for the citizens who live on Santa Rosa Creek Road.

**4. PUBLIC SAFETY**

**A. Sheriff's Department Report**

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

Public Comment:

Tina Dickason, Cambria

**B. CCSD Fire Chief's Report**

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

Public Comment:

Tina Dickason, Cambria

Jeff Wilson, Cambria (the administrative analyst read a written comment into the record)

Bob Putney, Cambria

Mark Ober, Cambria

Tony Church, Cambria

**5. PUBLIC COMMENT**

Public Comment:

Cheryl McDowell, Cambria (the Administrative Analyst – HR & IT read a written comment into the record)

Shelly Becker, Cambria (the Administrative Analyst – HR & IT read a written comment into the record)

**6. MANAGER REPORTS**

**A. General Manager's Report**

Acting General Manager Dienzo provided a brief summary of the General Manager's Report.

Public Comment:

Tina Dickason, Cambria

**B. Facilities & Resources Manager's Report**

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

Public Comment:

Steve Kniffen, Cambria

Kitty Connolly, Cambria

Juli Amodei, Cambria

Tina Dickason, Cambria

Joyce Renshaw, Cambria

Ellie Etter, Cambria

Mary Maher, Cambria (the administrative analyst read a written comment into the record)

The Board of Directors took a break at 2:53 p.m.

The Board of Directors reconvened the meeting at 3:02 p.m.

**C. Finance Manager's Report**

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

**D. Utilities Report**

Acting General Manager Dienzo provided a brief summary of the Utilities Report.

Public Comment:

Tina Dickason, Cambria

**7. CONSENT AGENDA**

**A. Consideration to Adopt the February 2023 Expenditure Report**

**B. Consideration to Adopt the February 9, 2023 and February 16, 2023 Regular Meeting Minutes and February 3, 2023 Special Meeting Minutes**

**C. Consideration of Adoption of Resolution 14-2023 Amending the Memorandum of Understanding Between Cambria Community Services District and Cambria Firefighters/International Association of Firefighters (IAFF Local 4635)**

**D. Consideration of Adoption of Resolution 15-2023 Updating the Assignment of Banking Powers for Cambria Community Services District**

Vice President Gray moved to approve the consent agenda.

Director Scott seconded the motion.

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

**8. REGULAR BUSINESS**

**A. Discussion and Consideration of Adoption of Resolution 13-2023, and Introduction of Ordinance 01-2023 Amending Chapter 6.04 of the Cambria Community Services District's Municipal Code and Adopting the 2022 Edition of the California Fire Code and the 2021 International Wildland Urban Interface Code, and Associated Local Amendments**

Acting General Manager Dienzo introduced the item and turned it over to Chief Vincent, who provided a summary.

Director Thomas suggested updating CFC Section 503.1.2.1.1 Developments of multi-dwelling units to read "where the number of dwelling units exceeds 30, two separate fire apparatus access roads shall be provided when located in a state responsibility area or a very high fire hazard severity zone."

Director Scott suggested capitalizing everything after a period.

Public Comment:

Bob Putney, Cambria

Mark Ober, Cambria (also submitted a written comment for the record)

Vice President Gray moved to extend the meeting to 4:30 p.m.

Director Scott seconded the motion.

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

Vice President Gray moved to adopt Resolution 13-2023, and introduce Ordinance 01-2023 amending Chapter 6.04 of the Cambria Community Services District's Municipal Code and adopting the 2022 Edition of the California Fire Code and the 2021 International Wildland Urban Interface Code, and associated local amendments as amended by the Board of Directors and waive further reading.

Director Scott seconded the motion.

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

Vice President Gray moved to schedule a public hearing for April 13, 2023 for adoption of Ordinance 01-2013 and direct staff to submit Resolution 13-2023 and Ordinance 01-2023 to the County of San Luis Obispo.

Director Scott seconded the motion.

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

**B. Discussion and Consideration to Approve Amendment No. 4 to the Agreement for Use of Veteran's Memorial Building Facilities with American Legion Post No. 432**

Acting General Manager Dienzo introduced the item and provided a summary.

Director Thomas suggested a longer term for the amendment.

Vice President Gray moved to approve Amendment No. 4 to the Agreement for Use of Veteran's Memorial Building Facilities with American Legion Post No. 432.

Director Scott seconded the motion.

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

**C. Discussion and Consideration of General Manager Evaluation Process and Form used for Review of General Manager's Performance**

Acting General Manager Dienzo introduced the item and provided a summary.

President Dean explained the General Manager evaluation process used for the previous years. She suggested taking this to an Ad Hoc Committee consisting of Vice President Gray and herself.

Director Thomas moved to extend the meeting to 5:00 p.m.

Director Scott seconded the motion.

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

President Dean created an Ad Hoc Committee consisting of President Dean and Vice President Gray to further research and bring back a report and recommendations for moving forward with the General Manager evaluation process.

**9. FUTURE AGENDA ITEM(S)**

President Dean asked for any future agenda items.

Vice President Gray suggested having an evaluation of the format for reporting financial information, and working with the Finance Manager and have the Finance Committee take this up and report back to the Board of Directors. He also suggested pursuing a defensive space ordinance in Cambria.

Director Scott suggested a discussion about the CDP application for the WRF and what to do to make sure that gets done.

**10. ADJOURN TO CLOSED SESSION**

District Counsel stated that Board will adjourn to closed session under Government Code Section 54957(b) to evaluate the Acting General Manager's performance and to review resumes and discuss possible interviews with General Manager candidates.

President Dean asked for public comment on 10A and 10B.

There was no public comment on these items.

President Dean adjourned to closed session at 4:30 p.m.

- A. PUBLIC EMPLOYMENT** Pursuant to Government Code Section 54957(b) Title: General Manager
- B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION** Pursuant to Government Code Section 54957(b) Title: Acting General Manager

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 written comments can be reviewed on the District's meeting webpage.