

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
Thursday, March 9, 2023 1:00 PM

**1. OPENING**

**A. Call to Order**

President Dean called the meeting to order at 1:03 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 on the general manager recruitment and the upcoming storm.

Chief Vincent provided an update on the upcoming storm.

**E. Agenda Review**

President Dean asked for any addition or deletions.

President Dean requested to remove 5B from the agenda for future consideration. The Board of Directors unanimously agreed.

Acting General Manager Dienzo requested to move 5D to 5A. The Board of Directors unanimously agreed.

**2. BOARD MEMBER COMMUNICATIONS**

Director Thomas reported on his attendance at the 2023 Special District Leadership Academy.

Director Scott reported on her attendance at the 2023 Special District Leadership Academy.

**3. COMMISSION REPORT**

**A. PROS Chairman's Report**

PROS Chairman Steve Kniffen provided a report for the PROS Commission.

**4. PUBLIC COMMENT**

Public Comment:

President Diamond, San Simeon CSD

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

Laura Swartz, Cambria

Linda Prentiss, Cool (the administrative analyst read a written comment into the record)

Holly Ludwigson, Cambria (the administrative analyst read a written comment into the record)

Elizabeth Bettenhausen, Cambria

The Board of Directors took a break at 1:37 p.m.

The Board of Directors reconvened the meeting at 1:52 p.m.

Public Comment:

Tina Dickason, Cambria

**5. REGULAR BUSINESS**

**A. Discussion and Consideration of Strategic Plan Status Report**

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

The Board of Directors reviewed the Strategic Plan status report.

The Board of Directors agreed to create an Ad Hoc Committee consisting of Director Thomas and Director Scott to work on a historical page for the Strategic Plan.

Public Comment:

Christine Heinrichs, Cambria

Vice President Gray moved to accept the changes, updates and recommendations of staff.

Director Scott seconded the motion.

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

**B. Discussion and Approval of Neptune Technology Group for Procurement of Advanced Metering Infrastructure (AMI)**

This item wasn't discussed.

**C. Discussion and Consideration to Approve Draft Policy 1030: Code of Ethics Policy**

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

Director Thomas suggested revising section 1030.8 and using a lower case "r" in the word representative.

Public Comment:

Jim Townsend, Cambria (the administrative analyst read a written comment into the record)

Jeff Wilson, Cambria

Vice President Gray moved to approve the draft Policy 1030: Code of Ethics policy.

Director Thomas seconded the motion.

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

Vice President Gray moved to approve the draft Policy 1030: Code of Ethics policy including the changes that were proposed by Director Thomas during this meeting.

Director Thomas seconded the motion.

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

**D. Receive and File the Independent Auditor’s Report for Fiscal Year 2021/22 and Internal Control Letter**

This item was reviewed as regular business item 5A.

Acting General Manager Dienzo introduced the item and turned it over to Ms. Duffield and Mr. Hom who provided a summary.

**6. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS**

**A. Finance Committee's Report**

There was no Board discussion on this item. A written report was included in the agenda packet.

**B. Policy Committee's Report**

A written report was included in the agenda packet.

**C. Resources and Infrastructure Committee's Report**

There was no Board discussion on this item. A written report was included in the agenda packet.

**D. Other Liaison Reports and Ad Hoc Committee Reports**

There was no Board discussion on this item. Written reports were included in the agenda packet.

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

President Dean asked for any future agenda items.

President Dean would like to discuss having the Policy Committee review the Social Media Policy and Code of Conduct and Behavioral norms.

**8. ADJOURN**

Amended & Approved on April 20, 2023

President Dean adjourned the meeting at 3:06 p.m.

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.