



CAMBRIA COMMUNITY SERVICES DISTRICT

MINUTES OF OCTOBER 9, 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, October 9, 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, Confidential Administrative Assistant Haley Dodson, Utilities Department Manager Jim Green, Fire Captains Michael Castellanos, Craig Brooks, and Greg McGill, Fire Engineer Colton Blume, and Firefighter Drew Kanner.

Staff present via Zoom: District Counsel Timothy Carmel.

1.D Report from Closed Session

District Counsel stated that the Board held a closed session on September 11, 2025, at the regular board meeting for a performance evaluation of the General Manager, pursuant to Government Code Section 54957(b). No action was taken.

1.E President's Report

President Scott stated she didn't have a President's Report.

1.F Agenda Review

President Scott asked if there were any changes to the agenda. There were none.

2. BOARD MEMBER COMMUNICATIONS

There were no Board Member Communications.

3. ACKNOWLEDGEMENTS

Chief Burkey acknowledged Engineer Maloney's retirement. Engineer Maloney made some remarks and thanked the Board.

Chief Burkey acknowledged Engineer Blume's recent promotion and badged Engineer Blume.

4. PUBLIC COMMENT

Linda Finley, Cambria

Christine Heinrichs, Cambria

Lauren Younger, Cambria (submitted a written comment for the record)

5. PUBLIC SAFETY

5.A Sheriff's Department Report

Commander Abbas was available to answer questions related to the Sheriff's Department report.

Public Comment: none.

5.B California Highway Patrol (CHP) Report

There was no report on recent California Highway Patrol (CHP) activities in Cambria.

Public Comment: none.

5.C CCSD Fire Chief's Report

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

Public Comment: none.

6. CONSENT AGENDA

6.A Consideration to Adopt the September 2025 Expenditure Report

6.B Consideration to Adopt the September 11, 2025 Regular Meeting Minutes

6.C Consideration of Adoption of Revised Guidelines for Handling Written Public Comments at Board Meetings

6.D Consideration Regarding Continuing Advertising and Solicitation of Candidates to Fill Parks, Recreation & Open Space (PROS) Committee Vacancies

The Board of Directors held a discussion.

President Scott noted a correction to the minutes of the September 11, 2025, meeting. Under "Future Agenda Items," it should state that the CCSD Fiscalini Ranch Preserve Management Responsibility Ad Hoc Committee toured the Fiscalini Ranch, not FFRP.

Director Thomas requested that item 6D be pulled from the Consent Agenda.

Public Comment:

Chelsie Foster, Cambria

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

Director Gray moved to approve Consent Agenda items 6A, 6B, and 6C.

Director Dean seconded the motion.

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

For Consent Agenda Item 6.D., Director Thomas recommended that the open seats be left vacant until after the General Manager completes the actions he committed to at the September 11, 2025, Board meeting, and subsequently receives further direction from the Board regarding next steps.

The Board of Directors agreed, and no action was taken on Consent Agenda item 6D.

7. REGULAR BUSINESS

7.A Discussion and Consideration to Accept the Staffing for Adequate Fire and Emergency Response (SAFER) Grant Award and Adoption of Resolution 41-2025 Amending the Fiscal Year 2025-2026 Budget

General Manager McElhenie introduced the item and provided a summary.

Fire Chief Burkey provided a summary.

The Board of Directors held a discussion.

The Board of Directors took a break at 11:21 p.m. and reconvened at 11:31 p.m.

Public Comment:

Christine Heinrichs, Cambria

Director Dean moved to accept the Staffing for Adequate Fire and Emergency Response (SAFER) Grant Award and adopt Resolution 41-2025 amending the Fiscal Year 2025-2026 Budget.

Director Thomas seconded the motion.

The Board of Directors held a discussion.

IAFF President Michael Castellanos provided a summary.

The Board of Directors decided to postpone taking action on this item until after the closed session.

The Board of Directors moved to Item 8.B. (see summary in sequence below), the Facilities & Resources Manager's Report, and then adjourned to Closed Session (see Item 11, summary in sequence below).

The Board returned from closed session and asked Mrs. Dodson to re-read the motion.

Director Dean moved to accept the Staffing for Adequate Fire and Emergency Response (SAFER) Grant Award and adopt Resolution 41-2025 amending the Fiscal Year 2025-2026 Budget.

Director Thomas seconded the motion.

Public Comment: none.

Motion Passed Ayes – 4 (Scott, Farmer, Dean & Thomas) Nays – 1 (Gray) 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: none.

8.B Facilities & Resources Manager's Report

The Board of Directors discussed Item 8B after Item 7A and before adjourning for lunch and closed session.

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

Public Comment: none.

The Board of Directors moved to item 11A after 8B.

8.C Finance Manager's Report

General Manager McElhenie 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

A written report was included in the agenda packet.

9.B Fire Protection Committee's Report

A written report was included in the agenda packet.

9.C PROS Committee's Report

There was no PROS Committee meeting in September.

9.D Resources & Infrastructure Committee's Report

There was no Resources & Infrastructure Committee meeting in September. Director Dean announced the upcoming Regular and Special meetings.

9.E Other Liaison Reports & Ad Hoc Committee Reports

Written reports were included in the agenda packet.

Public Comment: none.

10. FUTURE AGENDA ITEM(S)

President Scott asked for any future agenda items. There were none.

Confidential Administrative Assistant Dodson announced the items for the November board meeting.

President Scott requested to discuss the 2026 Board and Standing Committee meeting schedules in November.

Director Thomas asked about the Community Park Plan.

General Manager McElhenie stated that it will be added as a placeholder during the agenda review.

Public Comment: none.

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 Firefighters (IAFF), Local 4635

This item was taken out of order, along with Item 8B (see Item 7A above).

Public Comment: none.

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.

President Scott adjourned the meeting to a closed session at 12:05 p.m.

Following the closed session, President Scott reconvened the meeting at 1:11 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 is General Manager Matthew McElhenie, and the employee group is the International Association of Firefighters (IAFF) Local 4635. No action was taken.

The Board of Directors returned to Regular Business Agenda Item 7A.

President Scott adjourned the meeting at 2:03 p.m.

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

