



## CAMBRIA COMMUNITY SERVICES DISTRICT

### MINUTES OF JUNE 20, 2024, 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, June 20, 2024, at 1:00 p.m. at the Cambria Veterans' Memorial Hall, 1000 Main Street, Cambria, CA 93428.

#### **1. OPENING**

##### **1.A Call to Order**

President Gray called the meeting to order at 1:00 p.m.

##### **1.B Pledge of Allegiance**

President Gray led the Pledge of Allegiance.

##### **1.C Establishment of Quorum**

A quorum was established.

Directors present: Tom Gray, Debra Scott, Harry Farmer, Karen Dean, and Michael Thomas.

Staff present: General Manager Matthew McElhenie, Administrative Department Manager Denize Fritz, Confidential Administrative Assistant Haley Dodson, Fire Chief Michael Burkey, and Program Manager Tristan Reaper.

Staff present via Zoom: District Counsel Timothy Carmel and Utilities Department Manager Jim Green.

##### **1.D President's Report**

President Gray didn't have a President's Report.

##### **1.E Agenda Review**

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

#### **2. BOARD MEMBER COMMUNICATIONS**

Director Farmer reported about the Summer Solstice and an Offshore Wind presentation on Monday, June 24, 2024, from 6:00 to 8:00 p.m. at the Cambria Veterans' Memorial Hall. There will be an open house at the Cambria Community Healthcare District on Tuesday, June 25, 2024.

#### **3. PUBLIC SAFETY**

##### **3.A Sheriff's Department Report**

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

Public Comment:  
Sherry Brajcich, Cambria

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

Fire Chief Burkey provided a brief report of recent Fire Department activities in Cambria for May.

## **4. PUBLIC COMMENT**

Public Comment:  
Christine Heinrichs, Cambria (submitted written correspondence for the record)  
Elizabeth Bettenhausen, Cambria (submitted written correspondence for the record)  
Douglas Bell, Cambria (submitted written correspondence for the record)

## **5. MANAGER REPORTS**

### **5.A General Manager's Report**

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

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

General Manager McElhenie provided a summary of the Facilities & Resources Department Report.

### **5.C Finance Manager's Report**

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

### **5.D Utilities Report**

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

Public Comment:  
Elizabeth Bettenhausen, Cambria (submitted written correspondence for the record)

## **6. CONSENT AGENDA**

### **6.A Consideration to Adopt the May 2024 Expenditure Report**

### **6.B Consideration to Adopt the May 9, 2024 and May 16, 2024 Regular Meeting Minutes and May 2, 2024 Special Meeting Minutes**

### **6.C Consideration of Adoption of Resolution 15-2024 Requesting the Consolidation of the Cambria Community Services District Governing Board Election with the November 5, 2024, Presidential General Election and Resolution 16-2024 Adopting Regulations for Candidates for Elective Office Pertaining to, and Costs of, Candidate Statements Submitted to the Voters at the November 5, 2024, Presidential General Election**

### **6.D Consideration of Adoption of Cambria Community Services District's Workplace Violence Prevention Plan**

## **6.E Consideration of Adoption of Policy 1055: Legislative Advocacy Policy Recommended by the Staff and Policy Committee**

Director Dean requested that the Notice of Elective Offices document should be changed to “at large” for how to be elected.

Director Thomas requested that the Illness & Injury Prevention Program (IIPP) acronym be spelled out in the Workplace Violence Prevention Plan.

Public Comment:

Christine Heinrichs, Cambria (submitted written correspondence for the record)

Tina Dickason, Cambria

Director Dean moved to approve the consent agenda with the two corrections noted above.

Vice President Scott seconded the motion.

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

## **7. HEARINGS AND APPEALS**

### **7.A Public Hearing to Receive Community Input on the Draft Project Description for the Water Reclamation Facility Coastal Development Permit Application, and Direct Staff to File the Draft Project Description with the County of San Luis Obispo Department of Planning and Building Staff for Final Evaluation, Input and Direction**

General Manager McElhenie introduced the item and provided a summary.

President Gray opened the public hearing.

Public Comment:

Jim Townsend, Cambria (submitted written correspondence for the record)

Tina Dickason, Cambria (submitted written correspondence for the record)

Mike Lyons, Cambria

Dennis Dudzik, Cambria

Donn Howell, Cambria

Crosby Swartz, Cambria (submitted written correspondence for the record)

Elizabeth Bettenhausen, Cambria (submitted written correspondence for the record)

Christine Heinrichs, Cambria (submitted written correspondence for the record)

Christina Galloway, Cambria

President Gray closed the public hearing.

The Board of Directors held a discussion regarding this item and requested the following revisions:

- Page 19 change would to could.
- Page 18, in the third paragraph of the list of wells, MIW1 should be changed.
- Identify well 16D1 on the maps.
- Add monitoring well 4 to the maps.
- Attachment 7 is the draft, but it doesn't say draft anywhere on the document.

Director Thomas moved to direct staff to file the Water Reclamation Facility Coastal Development Permit application with the County of San Luis Obispo Department of Planning and Building staff for final evaluation, input, and direction with the specific revisions noted.

Director Dean seconded the motion.

Motion Passed Ayes – 4 (Gray, Scott, Dean & Thomas) Nays - 0 Absent – 0 Abstain – 1 (Farmer)

The Board of Directors took a break at 3:06 p.m.

The Board of Directors reconvened the meeting at 3:20 p.m.

**7.B Public Hearing to Discuss and Consider Adoption of Resolution 17-2024 Approving the CCSD Preliminary Budget for Fiscal Year 2024-2025 and Resolution 18-2024 Establishing the Fiscal Year 2024/2025 Appropriations Limit**

General Manager McElhenie introduced the item and provided a summary.

Administrative Department Manager Fritz provided a summary.

President Gray opened the public hearing.

The Board of Directors held a discussion, provided revisions, and requested a revised narrative for the final budget.

At 3:56 p.m., the Board of Directors unanimously agreed to extend the meeting to 5:00 p.m.

Public Comment:  
David Pierson, Cambria

President Gray closed the public hearing.

The Board of Directors held another discussion.

Vice President Scott moved to adopt Resolution 17-2024, approving the CCSD Preliminary Budget for Fiscal Year 2024-2025, and Resolution 18-2024, establishing the Fiscal Year 2024-2025 appropriations limit.

Director Thomas seconded the motion with minor corrections, as discussed.

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

**7.C Public Hearing to Discuss and Consider Adoption of Resolution 19-2024 Confirming the Itemized Report to Collect Delinquent Solid Waste Collection and Disposal Charges on the County Tax Rolls**

General Manager McElhenie introduced the item and provided a summary.

President Gray opened the public hearing.

Public Comment:  
Sherry Brajcich, Cambria  
Donn Howell, Cambria

President Gray closed the public hearing.

Director Dean moved to adopt Resolution 19-2024, confirming the itemized report to collect delinquent solid waste collection and disposal charges on the County tax rolls.

Director Farmer seconded the motion.

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

**7.D Public Hearing to Discuss and Consider Adoption of Resolution 20-2024 Confirming the 2023 Fire Hazard Fuel Reduction Program Itemized Cost Report of the Cambria Community Services District**

General Manager McElhenie introduced the item and provided a summary.

President Gray opened the public hearing.

Public Comment: none.

President Gray closed the public hearing.

Director Farmer moved to adopt Resolution 20-2024, confirming the 2023 Fire Hazard Fuel Reduction Program itemized cost report of the Cambria Community Services District.

Director Thomas seconded the motion.

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

**7.E Public Hearing to Discuss and Consider Adoption of Resolution 21-2024 Approving a Fire Suppression Benefit Assessment Consumer Price Index (CPI) Adjustment at the Rate of 4.5% for FY 2024/2025**

General Manager McElhenie introduced the item and provided a summary.

President Gray opened the public hearing.

Public Comment: none.

President Gray closed the public hearing.

Director Thomas moved to adopt Resolution 21-2024 approving a fire suppression benefit assessment consumer price index (CPI) adjustment at the rate of 4.5% for fiscal year 2024/2025.

Director Dean seconded the motion.

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

**8. REGULAR BUSINESS**

**8.A Discussion and Consideration of the 2024-2025 Annual Water Shortage Assessment Report**

General Manager McElhenie introduced the item and provided a summary.

Program Manager Reaper provided a summary.

Director Thomas moved to approve the 2024 Annual Water Shortage Assessment Report for submission to the DWR.

Director Dean seconded the motion.

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

### **8.B Discussion and Consideration of Adoption of the Updated Investment Policy**

Administrative Department Manager Fritz introduced the item and provided a summary.

Director Thomas provided the following revisions to the policy:

- Add GC 53600.3 to Section 3 after prudent investor standard
- Change may to shall under Section 7
- Change the second 4 to 5 under Section 7
- Change should to shall under Section 9
- Change should to shall under Section 18
- Basis Point should be on its own line under Section 20

Vice President Gray stated that the Bid Price should be on its own line under Section 20.

Public Comment: none.

Director Thomas moved to adopt the updated Investment Policy with the changes discussed and agreed to.

Vice President Scott seconded the motion.

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

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

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

### **10. ADJOURN**

President Gray adjourned the meeting at 4:58 p.m.

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