



## CAMBRIA COMMUNITY SERVICES DISTRICT

### MINUTES OF OCTOBER 10, 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, October 10, 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, Utilities Department Manager Jim Green, Facilities & Resources Manager David Aguirre, and Maintenance Technician Oscar Mora.

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

##### **1.D Report from Closed Session**

District Counsel stated that at the September 19, 2024, regular Board meeting, the Board of Directors held a closed session for a Public Employee Performance Evaluation, pursuant to Government Code Section 54957(b). The position title was General Manager. No action was taken.

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

There was no President's Report.

##### **1.F Agenda Review**

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

#### **2. ACKNOWLEDGEMENTS**

Facilities & Resources Manager David Aguirre provided Maintenance Technician Oscar Mora with an appreciation award.

General Manager McElhenie provided Confidential Administrative Assistant Dodson with an excellence award.

### **3. BOARD MEMBER COMMUNICATIONS**

Director Thomas reported on the last day of the Fiscalini Ranch Wednesday Weeders season. Over 50 volunteers worked over 1,000 hours, and he commended the volunteers and the partnership with the CCSD staff. He attended the San Luis Obispo Safe Streets Forum, hosted by the San Luis Obispo Council of Governments, and a nine-week online UCCE Forest Stewardship Workshop, hosted by the University of California Cooperative Extension.

Director Farmer reported on the upcoming Lampton Cliffs Park restoration project, which has yet to start. Volunteers are requested to pull the ice plant from 9 to 11 am on October 22 and 29, 2024. Water, snacks, and sunscreen will be provided.

### **4. PUBLIC COMMENT**

Jeff Hellman, Cambria

Anita Miller, Cambria (submitted written correspondence for the record)

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

### **5. REGULAR BUSINESS**

#### **5.A Receive a Presentation from Stillwater Sciences and File the Instream Flow Study**

General Manager McElhenie introduced the item and provided a summary.

Utilities Department Manager Green provided a summary.

Ethan Bell provided a presentation and was available to answer questions.

Gus Yates and Ken Jarrett were also available to answer questions.

The Board of Directors asked questions and held a discussion.

Public Comment:

Christina Galloway, Cambria

The Board of Directors thanked Gus Yates, Ken Jarrett, and Ethan Bell for attending the meeting.

#### **5.B Receive, Review and File the Watershed Sanitary Survey**

General Manager McElhenie introduced the item and provided a summary.

Utilities Department Manager Green provided a summary.

Project Consultant Dan Heimel was available for questions.

The Board of Directors asked questions and held a discussion.

Public Comment: none.

The Board of Directors thanked Dan Heimel for attending the meeting.

**5.C Discussion and Consideration of Approval of a Public Works Contract with Alpha Electrical Service for Construction of the Rodeo Grounds Pump Station Back-up Power System Replacement Project and Authorization for the General Manager to Execute the Agreement**

General Manager McElhenie introduced the item and provided a summary.

Utilities Department Manager Green provided a summary.

The Board of Directors held a discussion.

Public Comment: none.

Vice President Scott moved to approve a Public Works Contract with Alpha Electrical Service for Construction of the Rodeo Grounds Pump Station Back-up Power System Replacement Project and authorize the General Manager to execute the agreement.

Director Dean seconded the motion.

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

The Board of Directors took a break at 2:38 p.m.

The Board of Directors reconvened the meeting at 2:50 p.m.

**5.D Discussion and Consideration Regarding Directing the Policy Committee to Develop a Policy for Streetlights and Lights at Other Facilities under CCSD's Jurisdiction**

General Manager McElhenie introduced the item and provided a summary.

Vice President Scott provided a summary.

The Board of Directors held a discussion.

Public Comment:  
Dennis Dudzik, Cambria  
Donn Howell, Cambria

Vice President Scott moved that the Board direct the Policy Committee to develop a policy for streetlights and lights at other facilities under CCSD's jurisdiction.

Director Dean seconded the motion.

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

**5.E Discussion and Consideration of Reading Aloud Written Comments at Board Meetings**

General Manager McElhenie introduced the item and provided a summary.

Public Comment:  
Donn Howell, Cambria

Christina Galloway, Cambria

The Board of Directors held a discussion.

Vice President Scott moved to direct staff and District Counsel to create guidelines for how to handle written public comments during meetings.

Director Thomas seconded the motion.

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

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

### **6.A Finance Committee's Report**

A written report was included in the agenda packet.

### **6.B Policy Committee's Report**

A written report wasn't included in the agenda packet because the September meeting was cancelled.

### **6.C PROS Committee's Report**

A written report was included in the agenda packet.

### **6.D Resources & Infrastructure Committee's Report**

A written report was included in the agenda packet and an amended report was passed out at the Board meeting.

### **6.E Other Liaison Reports and Ad Hoc Committee Reports**

Written reports were included in the agenda packet.

Public comment: none.

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

President Gray asked for any future agenda items.

Director Thomas stated that the Board has a revised Board and Standing Committee meeting schedule for 2025. He requested that the Board set a timeline and expectations for the delivery of agenda packets. He would like to see distribution earlier in the prior week and a timeline requirement.

Vice President Scott stated that the Board's comprehensive Strategic Planning sessions are coming up in a few months. She requested that the Board brainstorm about what we have now and what changes we want to see. An ad hoc committee will be assigned at that time.

Director Dean requested that we discuss reinstating the Ad Hoc Committee to work on changes to our meeting frequency.

President Gray stated that the three-hour meeting rule would need to be revisited. The language of the procedure for rotating the presidency is problematic. We just had an election with no votes. He appointed the Ad Hoc Committee to work on this.

**8. ADJOURN**

President Gray adjourned the meeting at 4:00 p.m.

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