

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, July 13, 2023 1:00 PM

1. OPENING

A. Call to Order

President Dean called the meeting to order at 1:02 pm.

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: General Manager Matthew McElhenie, Fire Chief Justin Vincent, and Administrative Analyst – HR & IT Haley Dodson.

Staff present via Zoom: District Counsel Timothy Carmel, Utilities Department Manager/District Engineer Ray Dienzo, and Water Systems Superintendent Jim Green.

D. President's Report

President Dean reported that she and the General Manager attended a Strategic Planning webinar this week.

E. Agenda Review

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

2. ACKNOWLEDGEMENTS

Chief Vincent and the Cambria Fire Department acknowledged Johnathan Gibson's retirement.

Public Comment:

Michael Calderwood, Cambria (the administrative analyst read a written comment into the record)

3. BOARD MEMBER COMMUNICATIONS

Director Farmer reported on the Resources & Infrastructure Committee discussion regarding the climate emergency.

4. COMMISSION REPORT

A. PROS Chairman's Report

PROS Chairman Steve Kniffen was absent and unavailable to provide a report.

5. PUBLIC COMMENT

Public Comment:

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

Laura Swartz, Cambria

James Spencer, Cambria

6. CONSENT AGENDA

A. Consideration of Adoption of Resolution 40-2023 Updating the Assignment of Banking Powers for Cambria Community Services District

B. Consideration to Advertise for an Open Position on the Finance Committee

Vice President Gray moved to approve the consent agenda.

Director Scott seconded the motion.

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

7. REGULAR BUSINESS

A. Discussion and Consideration of Strategic Plan Update

General Manager McElhenie introduced the item and provided a summary.

Public Comment:

Christine Heinrichs, Cambria

President Dean suggested we discuss the Strategic Plan update quarterly.

President Dean moved to approve the Strategic Plan updates and review this quarterly, with the next review in October.

Director Scott seconded the motion.

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

B. Discussion and Consideration of Ad Hoc Committee Report for the Monthly Strategic Plan Update and Tracking Process

Director Scott introduced the item and provided a summary. There are four documents. The first document on pages 25-26 is the Word document with objectives identified as being met. This document was forwarded to Director Thomas, and he put that information into a table. The second document, on pages 27-32, are the objectives in a table. Pages 33-35 are the Strategic Plan progress tracking ad hoc committee information, an attempt to show how things are being communicated as we are doing them. The last pages, 36-38, are the Ad Hoc Committee recommendations.

Director Thomas introduced the preliminary recommendations.

Approved on August 17, 2023

Vice President Gray moved to adopt recommendations one through four with the one change to recommendation four instead of using a shaded row, simply breaking out the completed objectives or supporting actions from those still pending under each core area.

Director Farmer seconded the motion.

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

President Dean stated the Ad Hoc Committee needs to create a historical document with the objectives and goals accomplished since the first Strategic Plan Workshop on January 19, 2021, then again in August 2021, January and June 2022, and January 31, 2023. We need a historical page showing 2021 and 2022 before this.

C. Discussion and Consideration to Change Strategic Plan Workshop Meeting Dates

General Manager McElhenie introduced the item and provided a summary.

Director Thomas suggested this item be combined with 7D.

Public Comment:
David Pierson, Cambria

Director Thomas moved to combine the establishment of the next Strategic Plan Workshop dates with agenda topic 7D, where the process and facilitator will be discussed.

Vice President Gray seconded the motion.

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

D. Discussion and Consideration to Appoint an Ad Hoc Committee to Review Strategic Plan Workshop Process and Consider Options for a Workshop Facilitator

General Manager McElhenie introduced the item and provided a summary.

President Dean stated that she would like to join the Ad Hoc Committee and suggested Director Thomas as the other member.

Public Comment:
Christine Heinrichs, Cambria
David Pierson, Cambria

President Dean stated we received suggestions from members of the public for facilitators, and the Ad Hoc Committee would welcome more recommendations. The suggestions were Bob Reed, Jeff Wilson, Terri Shue, John or Lourdes Nilon, Michael Calderwood, Tony Safford, and Deborah Logan.

Director Farmer suggested John Nixon.

President Dean moved to appoint President Dean and Director Thomas to the Ad Hoc Committee.

Director Scott seconded the motion.

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

E. Discussion and Consideration of Reviewing Status of Policy Committee's Scope of Work and Consider Appointing a New Chairman

General Manager McElhenie introduced the item and provided a summary.

Director Farmer provided an update on the Policy Committee.

Donn Howell provided an additional update.

Public Comment:
Gordon Heinrichs, Cambria
Mike Lyons, Cambria

President Dean moved to appoint Director Scott as Chairperson to the committee and have the Policy Committee add to their agenda reviewing Templeton CSD's Operating Principles of the Board (Norms) Policy 4005 and consider recommending it to the CCSD Board for adoption for both the Board and Standing Committees and that the Policy Committee also review Policy 1040.2 Correspondence to the Board again.

Director Farmer seconded the motion.

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

The Board of Directors took a break at 3:04 pm.

The Board of Directors reconvened the meeting at 3:12 pm.

F. Discussion and Consideration of Approval of a Letter to Property Owners Regarding Use of Emergency Evacuation Routes

General Manager McElhenie introduced the item, provided a summary, and turned it over to Chief Vincent and Vice President Gray for additional comments.

Director Thomas suggested removing "via remote teleconferencing" from the letter.

Public Comment:
Christine Heinrichs, Cambria

Director Scott suggested capitalizing Professor of City and Regional Planning.

Public Comment:
Mike Lyons, Cambria

Vice President Gray moved to approve the letter for mailing with the following edits: salutation for the individual homeowner, remove "via remote teleconferencing," use respectfully, not best wishes, and capitalize Professor of City and Regional Planning.

Director Thomas seconded the motion.

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

At 3:46 pm, the Board of Directors agreed to extend the meeting to 4:30 pm.

8. HEARINGS AND APPEALS

A. Discussion and Consideration of Modification of Project Description for the Water Reclamation Facility Coastal Development Permit Application

General Manager McElhenie introduced the item, provided a summary, and turned it over to Mr. Dienzo, who provided an overview.

President Dean opened the public hearing.

Public Comment:

Jim Townsend, Cambria

Mike Lyons, Cambria

Christine Heinrichs, Cambria

Donn Howell, Cambria

Debbie Black, Cambria

Tom Lagerquist, Cambria

Crosby Swartz, Cambria

Elizabeth Bettenhausen, Cambria

Deryl Robinson, Cambria

Ron & Donna Keck, Cambria (the administrative analyst read a written comment into the record)

Dennis Dudzik, Cambria (the administrative analyst read a written comment into the record)

Paul McDonnell, Cambria (the administrative analyst read a written comment into the record)

Elaine Gullotta, Cambria (the administrative analyst read a written comment into the record)

President Dean closed the public hearing.

At 4:27 pm, the Board of Directors agreed to extend the meeting to 5:00 pm.

The Board of Directors took a break at 4:31 pm.

The Board of Directors reconvened the meeting at 4:39 pm.

President Dean suggested sending this back to staff so Director Thomas can work with the General Manager on revisions and incorporate some of these concerns for clarification that other Directors have brought up, review it with the Ad Hoc Committee, and review it again with the Board of Directors.

General Manager McElhenie intends to get a working document together and meet with each Director to work towards the edits, then to the Ad Hoc Committee and the Board of Directors.

Director Scott stated it needs a more explanatory introduction about what we are doing and why we are doing this, which President Dean said in the beginning. The beginning of the documentation needs to explain why we are here, and the research should be there.

Vice President Gray suggested a statement of purpose.

President Dean moved to send this back to staff to work with individual Directors to make the necessary changes, review it with the Ad Hoc Committee, and bring it back to the Board of Directors at a future date.

Director Scott seconded the motion.

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

A. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

A. Finance Committee's Report

There was no Finance Committee meeting in June.

B. Policy Committee's Report

There was no Policy Committee meeting in June.

C. Resources & Infrastructure Committee's Report

A written report was included in the agenda packet.

President Dean will include the updated Ad Hoc Committee reports on Climate Change on Brine Waste Disposal and Water Storage and Availability.

D. Other Liaison Reports and Ad Hoc Committee Reports

Director Farmer asked Director Scott to include the names of those in attendance and the time the meeting began for the San Simeon CSD reports.

At 4:59 pm, the Board of Directors agreed to extend the meeting to 5:10 pm.

9. FUTURE AGENDA ITEM(S)

President Dean asked for any future agenda items.

Mrs. Dodson announced the future agenda items for the July and August Board meetings.

Director Thomas suggested a proclamation for Carlos Mendoza.

10. ADJOURN

President Dean adjourned the meeting at 5:02 pm.

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/meetings/CCSD/>. CCSD's written comments can be reviewed on the district's meeting webpage.