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CAMBRIA COMMUNITY SERVICES DISTRICT

REGULAR MEETING

Thursday, December 18, 2014 – 12:30 PM

VETERANS MEMORIAL BUILDING, 1000 MAIN ST., CAMBRIA, CA

AGENDA

This agenda is prepared and posted pursuant to Government Code Section 54954.2. By listing a topic on this agenda, the District's Board of Directors has expressed its intent to discuss and act on each item. In addition to any action identified in the summary description of each item, the action that may be taken by the Board of Directors shall include: a referral to staff with specific requests for information; continuance; specific direction to staff concerning the policy or mission of the item; discontinuance of consideration; authorization to enter into negotiations and execute agreements pertaining to the item; adoption or approval; and disapproval.

Copies of the staff reports or other documentation relating to each item of business referred to on the agenda are on file in the Office of the District Clerk, available for public inspection during District business hours. If requested, the agenda and supporting documents shall be made available in alternative formats to persons with a disability. The District Clerk will answer any questions regarding the agenda.

1. **OPENING**

- A. Call to Order
- B. Pledge of Allegiance
- C. Establishment of Quorum
- D. Report from Closed Session
- E. Accept Certification by San Luis Obispo County Clerk-Recorder of November 4, 2014 Election Results
- F. Election of Board of Directors Officers

2. **SPECIAL REPORTS**

- A. Sheriff's Department Report

3. **ACKNOWLEDGMENTS/PRESENTATIONS**

- A. Present a Proclamation Recognizing 20 years of Service by North Coast Ocean Rescue (NCOR) Team to the Cambria Community

4. **AGENDA REVIEW: ADDITIONS/DELETIONS AND PULLED CONSENT ITEMS**

5. **PUBLIC COMMENT (LIMITED TO 30 MINUTES)**

Members of the public may now address the Board on any item of interest within the jurisdiction of the Board but not on its agenda today. In compliance with the Brown Act, the Board cannot discuss or act on items not on the agenda. Each speaker has up to three minutes. Speaker slips (available at the entry) should be submitted to the District Clerk.

6. **MANAGER'S AND BOARD REPORTS**

- A. Manager's Report
- B. Ad Hoc Committee Reports and Other Related Required Board Member Reports (Committee meetings and meetings attended at CCSD expense)

7. CONSENT AGENDA

All matters on the consent calendar are to be approved by one motion. If Directors wish to discuss a consent item other than simple clarifying questions, a request for removal may be made. Such items are pulled for separate discussion and action after the consent calendar as a whole is acted upon.

- A. Consideration to Approve the Expenditure Report for November 2014
- B. Consideration to Approve the Minutes from the November 20, 2014 Board of Directors Meeting
- C. Consider Adoption of Resolution 47 2014 Setting the Salary Range for the Administrative Services Officer/District Clerk Position
- D. Consideration to Adopt 2015 CCSD Regular Board Meeting Schedule
- E. Consider Resolution 46 2014 Related to Authorizations Necessary for a Grant Related to the CCSD's Funding Request from the Public Water System Drought Emergency Response Program

8. HEARINGS AND APPEALS

- A. Public Hearing Regarding Adoption of Resolution 48 2014 Revising Enhanced Water Conservation Measures, Restrictions on the Use of Potable Water and Maximum Water Use Allotments

9. REGULAR BUSINESS

- A. Discussion of CCSD Board of Directors' Bylaws
- B. Presentation on Enhanced Compliance Action Project; Wastewater Treatment Plant Evaluation

10. PUBLIC COMMENT (CONTINUED)

Members of the public who have not had the opportunity to speak on item 5 due to the limitation of time may now address the Board on any item of interest within the jurisdiction of the Board but not on its agenda today. In compliance with the Brown Act, the Board cannot discuss or act on items not on the agenda. Each speaker has up to three minutes. Speaker slips (available at the entry) should be submitted to the District Clerk.

11. FUTURE AGENDA ITEM(S)

Requests from Board members to receive feedback, direct staff to prepare information, and/or request a formal agenda report be prepared and the item placed on a future agenda. No formal action can be taken except to direct staff to place a matter of business on a future agenda by majority vote.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. 1.E.

FROM: Jerry Gruber, General Manager
Monique Madrid, District Clerk

Meeting Date: December 18, 2014 Subject: Accept Certification by San Luis Obispo
County Clerk-Recorder of November 4,
2014 Election Results

RECOMMENDATIONS:

Accept certification by the SLO County Clerk-Recorder of the November 4, 2014 election results.

FISCAL IMPACT:

None.

DISCUSSION:

Attached is the certification of the County Clerk results of canvass of all votes cast on November 4, 2014 consolidated general election of the Cambria Community Services District.

James Bahringer and Michael Thompson were re-elected to serve on the Cambria Community Services District Board of Directors, with their terms of office expiring December 7, 2018.

Attachments: Certificate of County Clerk-Recorder and Statement of Votes Cast

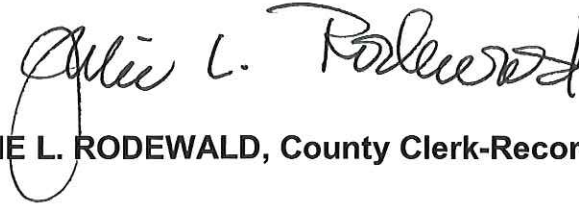
BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ BAHRINGER ___ ROBINETTE ___ THOMPSON ___ CLIFT ___ RICE

**CERTIFICATE OF THE COUNTY CLERK
RESULTS OF CANVASS OF ALL VOTES CAST
NOVEMBER 4, 2014 CONSOLIDATED GENERAL ELECTION
CAMBRIA COMMUNITY SERVICES DISTRICT**

I, **JULIE L. RODEWALD**, County Clerk-Recorder of the County of San Luis Obispo, do hereby certify that pursuant to law I did canvass the returns of the votes cast at the above referenced election in the Cambria Community Services District on November 4, 2014 , and that a photocopy of the Statement of Votes Cast to which this certificate is attached, shows the number of votes cast in said district for each candidate for the office of Director and that the totals shown for each candidate for the office of Director in said district and in each of the respective precincts therein, are full, true and correct.

WITNESS, my hand and Official Seal this 19th day of November, 2014.



JULIE L. RODEWALD, County Clerk-Recorder



Statement of Votes Cast
 CONSOLIDATED GENERAL ELECTION
 SOVC For CAMBRIA COMMUNITY SERVICES DISTRICT, All Counters, SPECIAL DISTRICTS
 FINAL OFFICIAL ELECTION RESULTS

Date: 11/20/14
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Jurisdiction Wide	TURN OUT		
	Reg. Voters	Ballots Cast	% Turnout
CON 201-16	942	248	26.33%
Polling	942	476	50.53%
VBM			
Total	942	724	76.86%
CON 202-16	952	198	20.80%
Polling	952	437	45.90%
VBM			
Total	952	635	66.70%
CON 203-16	831	207	24.91%
Polling	831	389	46.81%
VBM			
Total	831	596	71.72%
CON 204-16	1253	256	20.43%
Polling	1253	707	56.42%
VBM			
Total	1253	963	76.86%
CONGRESSIONAL			
24TH CONGRESSIONAL DISTRICT			
Polling	3978	909	22.85%
VBM	3978	2009	50.50%
Total	3978	2918	73.35%
Total	3978	909	22.85%
Polling	3978	2009	50.50%
VBM			
Total	3978	2918	73.35%
SENATE			
17TH SENATORIAL DISTRICT			
Polling	3978	909	22.85%
VBM	3978	2009	50.50%
Total	3978	2918	73.35%
Total	3978	909	22.85%
Polling	3978	2009	50.50%
VBM			
Total	3978	2918	73.35%

Statement of Votes Cast
 CONSOLIDATED GENERAL ELECTION
 SOVC FOR CAMBRIA COMMUNITY SERVICES DISTRICT, All Counters, SPECIAL DISTRICTS
 FINAL OFFICIAL ELECTION RESULTS

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	TURN OUT		
	Reg. Voters	Ballots Cast	% Turnout
ASSEMBLY			
35TH ASSEMBLY DISTRICT			
Polling	3978	909	22.85%
VBM	3978	2009	50.50%
Total	3978	2918	73.35%
Polling	3978	909	22.85%
VBM	3978	2009	50.50%
Total	3978	2918	73.35%
BOARD OF EQUALIZATION			
STATE BOARD OF EQUAL DIST 2			
Polling	3978	909	22.85%
VBM	3978	2009	50.50%
Total	3978	2918	73.35%
Polling	3978	909	22.85%
VBM	3978	2009	50.50%
Total	3978	2918	73.35%
SUPERVISOR/COMMISSIONER			
2ND SUPERVISORIAL DISTRICT			
Polling	3978	909	22.85%
VBM	3978	2009	50.50%
Total	3978	2918	73.35%
Polling	3978	909	22.85%
VBM	3978	2009	50.50%
Total	3978	2918	73.35%
CITIES			
UNINCORPORATED AREAS			
Polling	3978	909	22.85%
VBM	3978	2009	50.50%
Total	3978	2918	73.35%
Polling	3978	909	22.85%
VBM	3978	2009	50.50%
Total	3978	2918	73.35%

Statement of Votes Cast
 CONSOLIDATED GENERAL ELECTION
 SOVC FOR CAMBRIA COMMUNITY SERVICES DISTRICT, All Counters, SPECIAL DISTRICTS
 FINAL OFFICIAL ELECTION RESULTS

CAMBRIA COMMUNITY SERVICES DISTRICT DIRECTOR

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Jurisdiction Wide	Reg. Voters	Ballots Cast	Total Votes	Times Blank Voted	Times Over Voted	Number Of Under Votes	RICHARD HAWLEY			JEFF HELLMAN			JIM BAHRINGER			
							Count	%	Count	%	Count	%	Count	%	Count	%
CON 201-16	942	248	457	6	0	27	97	21.23%	97	21.23%	130	28.45%	258	30.07%	388	29.51%
Polling	942	476	858	20	2	50	171	19.93%	163	19.00%	260	19.77%	260	19.77%	357	27.85%
VBM	942	724	1315	26	2	77	268	20.38%	260	19.77%	260	19.77%	260	19.77%	357	27.85%
Total	942	724	1315	26	2	77	268	20.38%	260	19.77%	260	19.77%	260	19.77%	357	27.85%
CON 202-16	952	198	357	8	0	23	67	18.77%	77	21.57%	103	28.85%	244	30.31%	347	29.86%
Polling	952	437	805	8	0	53	143	17.76%	53	19.25%	77	21.57%	103	28.85%	244	30.31%
VBM	952	635	1162	16	0	76	210	18.07%	76	19.97%	103	28.85%	244	30.31%	347	29.86%
Total	952	635	1162	16	0	76	210	18.07%	76	19.97%	103	28.85%	244	30.31%	347	29.86%
CON 203-16	831	207	376	5	0	28	86	22.87%	89	23.67%	94	25.00%	201	28.11%	295	27.04%
Polling	831	389	715	12	0	39	149	20.84%	162	22.66%	162	22.66%	201	28.11%	295	27.04%
VBM	831	596	1091	17	0	67	235	21.54%	251	23.01%	295	27.04%	295	27.04%	295	27.04%
Total	831	596	1091	17	0	67	235	21.54%	251	23.01%	295	27.04%	295	27.04%	295	27.04%
CON 204-16	1253	256	465	11	0	25	93	20.00%	93	20.00%	136	29.25%	391	29.64%	527	29.54%
Polling	1253	707	1319	18	0	59	272	20.62%	233	19.18%	233	19.18%	391	29.64%	527	29.54%
VBM	1253	963	1784	29	0	84	365	20.46%	346	19.39%	346	19.39%	527	29.54%	527	29.54%
Total	1253	963	1784	29	0	84	365	20.46%	346	19.39%	346	19.39%	527	29.54%	527	29.54%
CON 205-16	3978	909	1655	30	0	103	343	20.73%	356	21.51%	463	27.98%	1094	29.59%	1557	29.09%
Polling	3978	2009	3697	58	2	201	735	19.88%	733	19.83%	733	19.83%	1094	29.59%	1557	29.09%
VBM	3978	2918	5352	88	2	304	1078	20.14%	1089	20.35%	1089	20.35%	1557	29.09%	1557	29.09%
Total	3978	2918	5352	88	2	304	1078	20.14%	1089	20.35%	1089	20.35%	1557	29.09%	1557	29.09%
CONGRESSIONAL 24TH CONGRESSIONAL DISTRICT	3978	909	1655	30	0	103	343	20.73%	356	21.51%	463	27.98%	1094	29.59%	1557	29.09%
Polling	3978	2009	3697	58	2	201	735	19.88%	733	19.83%	733	19.83%	1094	29.59%	1557	29.09%
VBM	3978	2918	5352	88	2	304	1078	20.14%	1089	20.35%	1089	20.35%	1557	29.09%	1557	29.09%
Total	3978	2918	5352	88	2	304	1078	20.14%	1089	20.35%	1089	20.35%	1557	29.09%	1557	29.09%
SENATE 17TH SENATORIAL DISTRICT	3978	909	1655	30	0	103	343	20.73%	356	21.51%	463	27.98%	1094	29.59%	1557	29.09%
Polling	3978	2009	3697	58	2	201	735	19.88%	733	19.83%	733	19.83%	1094	29.59%	1557	29.09%
VBM	3978	2918	5352	88	2	304	1078	20.14%	1089	20.35%	1089	20.35%	1557	29.09%	1557	29.09%
Total	3978	2918	5352	88	2	304	1078	20.14%	1089	20.35%	1089	20.35%	1557	29.09%	1557	29.09%

Statement of Votes Cast
 CONSOLIDATED GENERAL ELECTION
 CAMBRIA COMMUNITY SERVICES DISTRICT, All Counters, SPECIAL DISTRICTS
 FINAL OFFICIAL ELECTION RESULTS

CAMBRIA COMMUNITY SERVICES DISTRICT DIRECTOR

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	Reg. Voters	Ballots Cast	Total Votes	Times Blank Voted	Times Over Voted	Number Of Under Votes	RICHARD HAWLEY	JEFF HELLMAN	JIM BAHNINGER
ASSEMBLY									
35TH ASSEMBLY DISTRICT									
Polling	3978	909	1655	30	0	103	343 20.73%	356 21.51%	463 27.98%
VBM	3978	2009	3697	58	2	201	735 19.88%	733 19.83%	1094 29.59%
Total	3978	2918	5352	88	2	304	1078 20.14%	1089 20.35%	1557 29.09%
Polling	3978	909	1655	30	0	103	343 20.73%	356 21.51%	463 27.98%
VBM	3978	2009	3697	58	2	201	735 19.88%	733 19.83%	1094 29.59%
Total	3978	2918	5352	88	2	304	1078 20.14%	1089 20.35%	1557 29.09%
BOARD OF EQUALIZATION									
STATE BOARD OF EQUAL DIST 2									
Polling	3978	909	1655	30	0	103	343 20.73%	356 21.51%	463 27.98%
VBM	3978	2009	3697	58	2	201	735 19.88%	733 19.83%	1094 29.59%
Total	3978	2918	5352	88	2	304	1078 20.14%	1089 20.35%	1557 29.09%
Polling	3978	909	1655	30	0	103	343 20.73%	356 21.51%	463 27.98%
VBM	3978	2009	3697	58	2	201	735 19.88%	733 19.83%	1094 29.59%
Total	3978	2918	5352	88	2	304	1078 20.14%	1089 20.35%	1557 29.09%
SUPERVISOR/COMMISSIONER									
2ND SUPERVISORIAL DISTRICT									
Polling	3978	909	1655	30	0	103	343 20.73%	356 21.51%	463 27.98%
VBM	3978	2009	3697	58	2	201	735 19.88%	733 19.83%	1094 29.59%
Total	3978	2918	5352	88	2	304	1078 20.14%	1089 20.35%	1557 29.09%
Polling	3978	909	1655	30	0	103	343 20.73%	356 21.51%	463 27.98%
VBM	3978	2009	3697	58	2	201	735 19.88%	733 19.83%	1094 29.59%
Total	3978	2918	5352	88	2	304	1078 20.14%	1089 20.35%	1557 29.09%
CITIES									
UNINCORPORATED AREAS									
Polling	3978	909	1655	30	0	103	343 20.73%	356 21.51%	463 27.98%
VBM	3978	2009	3697	58	2	201	735 19.88%	733 19.83%	1094 29.59%
Total	3978	2918	5352	88	2	304	1078 20.14%	1089 20.35%	1557 29.09%
Polling	3978	909	1655	30	0	103	343 20.73%	356 21.51%	463 27.98%
VBM	3978	2009	3697	58	2	201	735 19.88%	733 19.83%	1094 29.59%
Total	3978	2918	5352	88	2	304	1078 20.14%	1089 20.35%	1557 29.09%

Statement of Votes Cast
 CONSOLIDATED GENERAL ELECTION
 CAMBRIA COMMUNITY SERVICES DISTRICT, All Counters, SPECIAL DISTRICTS
 FINAL OFFICIAL ELECTION RESULTS

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CAMBRIA COMMUNITY SERVICES DISTRICT DIRECTOR

Jurisdiction Wide	MIKE THOMPSON		STEPHEN KNIPPEN		JEFF WALTERS		Write-In Votes		
CON 201-16	Polling	125	27.35%	5	1.09%	1	0.22%	2	0.44%
	VBM	254	29.60%	3	0.35%	1	0.12%	8	0.93%
	Total	379	28.82%	8	0.61%	2	0.15%	10	0.76%
CON 202-16	Polling	105	29.41%	3	0.84%	1	0.28%	1	0.28%
	VBM	250	31.06%	5	0.62%	0	0.00%	8	0.99%
	Total	355	30.55%	8	0.69%	1	0.09%	9	0.77%
CON 203-16	Polling	96	25.53%	10	2.66%	1	0.27%	0	0.00%
	VBM	187	26.15%	2	0.28%	0	0.00%	14	1.96%
	Total	283	25.94%	12	1.10%	1	0.09%	14	1.28%
CON 204-16	Polling	131	28.17%	7	1.51%	5	1.08%	0	0.00%
	VBM	393	29.80%	6	0.45%	0	0.00%	4	0.30%
	Total	524	29.37%	13	0.73%	5	0.28%	4	0.22%
CON 205-16	Polling	457	27.61%	25	1.51%	8	0.48%	3	0.18%
	VBM	1084	29.32%	16	0.43%	1	0.03%	34	0.92%
	Total	1541	28.79%	41	0.77%	9	0.17%	37	0.69%
CONGRESSIONAL									
24TH CONGRESSIONAL DISTRICT									
	Polling	457	27.61%	25	1.51%	8	0.48%	3	0.18%
	VBM	1084	29.32%	16	0.43%	1	0.03%	34	0.92%
	Total	1541	28.79%	41	0.77%	9	0.17%	37	0.69%
SENATE									
17TH SENATORIAL DISTRICT									
	Polling	457	27.61%	25	1.51%	8	0.48%	3	0.18%
	VBM	1084	29.32%	16	0.43%	1	0.03%	34	0.92%
	Total	1541	28.79%	41	0.77%	9	0.17%	37	0.69%
	Polling	457	27.61%	25	1.51%	8	0.48%	3	0.18%
	VBM	1084	29.32%	16	0.43%	1	0.03%	34	0.92%
	Total	1541	28.79%	41	0.77%	9	0.17%	37	0.69%

Statement of Votes Cast
 CONSOLIDATED GENERAL ELECTION
 SOVC For CAMBRIA COMMUNITY SERVICES DISTRICT, All Counters, SPECIAL DISTRICTS
 FINAL OFFICIAL ELECTION RESULTS
 CAMBRIA COMMUNITY SERVICES DISTRICT DIRECTOR

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	MIKE THOMPSON	STEPHEN KNIPPEN	JEFF WALTERS	Write-In Votes		
ASSEMBLY						
35TH ASSEMBLY DISTRICT						
Polling	457 27.61%	25 1.51%	8 0.48%	3 0.18%		
VBM	1084 29.32%	16 0.43%	1 0.03%	34 0.92%		
Total	1541 28.79%	41 0.77%	9 0.17%	37 0.69%		
Polling	457 27.61%	25 1.51%	8 0.48%	3 0.18%		
VBM	1084 29.32%	16 0.43%	1 0.03%	34 0.92%		
Total	1541 28.79%	41 0.77%	9 0.17%	37 0.69%		
BOARD OF EQUALIZATION						
STATE BOARD OF EQUAL DIST 2						
Polling	457 27.61%	25 1.51%	8 0.48%	3 0.18%		
VBM	1084 29.32%	16 0.43%	1 0.03%	34 0.92%		
Total	1541 28.79%	41 0.77%	9 0.17%	37 0.69%		
Polling	457 27.61%	25 1.51%	8 0.48%	3 0.18%		
VBM	1084 29.32%	16 0.43%	1 0.03%	34 0.92%		
Total	1541 28.79%	41 0.77%	9 0.17%	37 0.69%		
SUPERVISOR/COMMISSIONER						
2ND SUPERVISORIAL DISTRICT						
Polling	457 27.61%	25 1.51%	8 0.48%	3 0.18%		
VBM	1084 29.32%	16 0.43%	1 0.03%	34 0.92%		
Total	1541 28.79%	41 0.77%	9 0.17%	37 0.69%		
Polling	457 27.61%	25 1.51%	8 0.48%	3 0.18%		
VBM	1084 29.32%	16 0.43%	1 0.03%	34 0.92%		
Total	1541 28.79%	41 0.77%	9 0.17%	37 0.69%		
CITIES						
UNINCORPORATED AREAS						
Polling	457 27.61%	25 1.51%	8 0.48%	3 0.18%		
VBM	1084 29.32%	16 0.43%	1 0.03%	34 0.92%		
Total	1541 28.79%	41 0.77%	9 0.17%	37 0.69%		
Polling	457 27.61%	25 1.51%	8 0.48%	3 0.18%		
VBM	1084 29.32%	16 0.43%	1 0.03%	34 0.92%		
Total	1541 28.79%	41 0.77%	9 0.17%	37 0.69%		

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. 1.E.

FROM: Jerry Gruber, General Manager
Monique Madrid, District Clerk

Meeting Date: December 18, 2014 Subject: Election of Board of Director Officers

RECOMMENDATIONS:

1. Vice President open nominations for the office of President
2. Accept nominations from the Board members
3. Close nominations
4. Take a vote of those nominated
5. President open nominations for the office Vice President
6. Accept nominations from the Board members
7. Close nominations
8. Take a vote of those nominated

FISCAL IMPACT: None

DISCUSSION:

The first order of business of the new Board is the election of President and Vice President.

Section 1.4 of the Board of Director Bylaws provides the procedure for the election of the President and Vice President annually.

- 1.4 The President and Vice President of the Board shall be elected annually at the first regular meeting in December and the term of office shall commence immediately upon election and continue until replaced.

The procedures are outlined above for your consideration under recommendations.

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ BAHRINGER ___ ROBINETTE ___ THOMPSON ___ CLIFT ___ RICE ___

TO: Board of Directors

AGENDA NO. **6.A.**

FROM: Jerry Gruber, General Manager

Meeting Date: December 18, 2014

Subject: MANAGER'S REPORT

Administration

On behalf of the CCSD Board of Directors and staff, we would like to thank the Community for their continued conservation efforts. Water production continues to be reduced.

- I would like to publically acknowledge outgoing President Bahringer for his tremendous leadership and vision for the Community of Cambria regarding the Emergency Water Supply Project.
- As the Board is aware, staff has been making efforts to satisfy the Regional Water Quality Control Board's requirements in the Title 27 permit with regard to financial assurance provisions covering operation and any required corrective action for the evaporation pond. This has taken the form of an agreement with the CCSD's insurance carrier, SDRMA whereby SDRMA will pay any third party claims arising out of the operation of the evaporation pond and the claims payments will be made to a trust that will disburse the payments and defend and indemnify SDRMA, if necessary. Arrangements have been made with Zions First National Bank, federally chartered parent of California Bank & Trust, to act as the Trustee. Based upon the resolutions giving the General Manager authority to execute necessary documents and agreements related to the Emergency Water Supply Project, I have executed the required Trust documents. I should add that we were fortunate to secure the Bank's Trustee services at a very preferred rate (\$1,750). District Engineer Bob Gresens will be providing an update on the Emergency Water Supply Project. As of the December 11, 2014 the plant is still in the commissioning phase of operations. I continue to provide the CCSD Board of Directors with frequent updates on the status of the Commissioning process of the EWS.
- As the Board is aware the CCSD will be receiving 4.3 million dollars in grant funding from the California Department of Water Resources as part of The County's IRWMP for the Emergency Water Supply Project. The CCSD Budget Ad-hoc Committee met to discuss the grant funding and will be sharing some of their thoughts regarding the grant, the proposition 218 process and the EWS with the entire Board on December 18, 2014 as part of the Boards Committee Reports.
- The CCSD applied for an additional grant with the California Division of Drinking Water for approximately \$343,000 for improvements to the Filtronics Plant, the SR1 and SR3 Wells. I was notified this past week regarding our application and was asked to provide additional information relating to the project. As part of your Board meeting today you will be approving a Resolution as part of the grant process. Based on preliminary information I have received, I am very optimistic that the District is eligible for the grant funding that we have requested.

- As part of today's Board meeting we will be presenting a report on the Districts Enhanced Compliance Action (ECA) from Carollo Engineering regarding the Wastewater Treatment Plant. The report is intended to provide you valuable information regarding future Wastewater Treatment Plant Improvements, specifically relating to pretreatment and nitrate removal.
- As directed by the Board I spoke with the owner of our Administrative Office building, Dean Vadnais regarding our current lease and the repairs that need to be done. Mr. Vadnais expressed a willingness to resolve the problems and continues to address the deficiencies that we brought to his attention. Mr. Vadnais seemed receptive to amend the language within our current lease to allow for a clear delineation of who is responsible for certain maintenance related items. If we can resolve everything within the next few weeks I will bring a revised lease back to the Board as part of the January 2015 board meeting.
- The recent storm events of December 11 and 12 had minimal impact of the District. The fire department activated the District Operation Center, brought in additional staff, volunteers and CERT personnel. There were several downed trees within the District's jurisdiction, two homes were hit by fallen trees however, they sustained minimal damage and no one was hurt. The Wastewater department manned their facilities all night, the Wastewater Treatment Plant handled the increased flows, and no sanitary sewer overflows occurred that we are aware of 12/12/14. The Water Department operated their stand-by generators during prolonged power outages that enabled the wells to run and the reservoirs to stay full. The Facilities and Resources Department were on stand-by in case any trees on CCSD property fell and impacted homes or businesses. Overall everything went extremely well for the District.
- As we move into 2015, I would encourage the Board to consider revising our Mission Statement, developing and implementing a five year Strategic Plan and adopt goals and objectives for calendar year 2015. A Board workshop facilitated by a professional outside the organization would create a very favorable environment that would lend itself to establishing a vision for the organization while continuing to address our limited resources. As part of my General Managers report for January, I will be recapping the process made on the adopted Board goals for 2014. I will also be working closely with the newly elected President and Vice President between the December Board meeting and the January Board meeting on evaluating the status of our current Committees and liaison assignments.

**BOARD OF DIRECTORS' MEETING
DECEMBER 18, 2014
ADDENDUM TO GENERAL MANAGER'S REPORT
ADMINISTRATIVE SERVICES OFFICER REPORT**

UTILITY BILLS:

During the mid-billing cycle, 61 Notices were sent to at the beginning of December to advise customers that they had exceeded their water allocation at the mid-cycle billing point.

STAGE 3 WATER EMERGENCY:

We are continuing to process Permanent Resident forms requesting an increase in water allotments as we receive them. At the time of the writing of this report the following numbers represent the total number of requests for an increase in water allotments:

- 2,078 permanent resident forms have been received and processed
- 116 medical waivers have been received and processed
- 37 exception approvals have been received and processed
- 25 exception denials have been received and processed

HUMAN RESOURCES:

External and Internal Recruitments:

Wastewater Systems Supervisor: We have hired Orlando Archuleta for this position. We expect him to be onboard on December 29. He brings with him 24 years of experience in Wastewater Operations.

Wastewater Operator I or II: One of our operators has accepted an offer to work in a neighboring city. We have begun a recruitment for his replacement. We hope to have a new employee onboard by the end of January.

Water Treatment Operator I: We held interviews during the week of December 8, 2014. We anticipate entering into the background investigation portion of the hiring process during the week of December 15, and hope to have the new employee onboard by the first week of January.

Administrative Technician I: We have also had an Administrative Technician I decide to leave the organization to work part time in order to spend more time with their family. We have begun the recruitment for her replacement and hope to have a new employee onboard by the end of January.

Maintenance Technician I: Jay Block has transferred to the Wastewater Treatment Plant as an Operator-in-Training. He brings with him a wealth of experience in a variety of areas such as electrical and maintenance.

HOLIDAYS:

The Administrative Office will be closed for the Christmas Holiday on Christmas Day, December 25. The office will also be closed on Friday, December 26 and staff will be out of the office. This should have no effect on the public as the Administrative Office is closed every Friday. We have a live operator on call in order to address after hour emergencies. Customers may call 805-927-6223 in order to address any after hour emergencies.

RECORDS MANAGEMENT:

We continue to methodically identify documents to import into our permanent repository.

PUBLIC RECORDS REQUESTS:

All public record requests have received a response with the exception of one at the time of writing this report. Before the date of the board meeting the last requestor will have received a response. I have attached a spreadsheet which is used to track the number of public record requests received by the district.

Submitted by:
Monique Madrid
Administrative Services Officer/District Clerk

PUBLIC RECORD REQUESTS FOR 2014

Number	Date	Name of Requestor	Request	Staff time allocated	CCSD Response
25	1/1/-8/10	25			
1	8/11/2014	K Butterfield	Recycled Water Master Plan	1/2 hour	
2	8/11/2014	D Liberto-Blanck	Request related to Fiscalini Ranch Park	1.5 hours	
3	8/15/2014	E Bettenhausen	Cleath-Harris documents	1 hour	
4	8/14/2014	E Bettenhausen	Correspondence between CCSD and Army Corps of Engineers	1 hour	
5	8/14/2014	L Milstein	Email addresses for active PERS members	1 hour	
6	8/18/2014	M Webb	Customer Billing Records/Public Water Reports	1 hour	
7	8/25/2014	D Liberto-Blanck	2nd request related to Fiscalini Ranch Park	1 hour	
8	8/29/2014	E Bettenhausen	Finance Officer Report on EWSP	1/2 hour	
9	9/5/2014	G Sesser	Request related to Portable Desal	20 min	
10	9/10/2014	G Sesser	2nd request related to Portable Desal	1/2 hour	
11	9/17/2014	K Dean	Daily water production records	1 hour	
12	9/17/2014	S Baker	Customer account street file records	1/2 hour	
13	9/21/2014	D Robinson	IS MND comment letters / CDP application letter / Completed application forms	1/2 hour	
14	9/22/2014	E. Bettenhausen	List of Resolutions / 2014 Minutes	1 hour	
15	9/22/2014	J Matulis	Tom Gray contract and related invoices and reports	3/4 hour	
16	9/30/2014	J King	Utility Billing Records (2013)/Water Use Efficiency Plan	3/4 hour	
17	9/30/2014	D Brown	Correspondence between CCSD and Coastal Commission	1/2 hour	
18	10/2/2014	J Matulis	Tom Gray services invoice for 9/2014	1/4 hour	
19	10/6/2014	K Dean	Daily water production for September	1/2 hour	
20	10/7/2014	E Bettenhausen	Secondary response to PRR, dated 9/22/2014	1/4 hour	
21	10/7/2014	G Berge	CEQA Guidelines, Annual Report for Buildout Reduction Programs, Letter dated 10/6/2014, CCSD Applications.	1/2 hour	Responded 10/16/14
22	10/7/2014	G Berge	Request for formal review for Exemption (14 CCR 15061).	1/2 hour	Responded 10/9/14
23	10/10/2014	Stanford Environmental Law Clinic	Documents related to the Office of Planning and Research / Notice of Exemption / EWS	4 hours	1st Partial Response 10/20/14; 2nd Partial Response 11/3/14; Final Response 12/4/14
24	10/13/2014	K Dean	Daily water production records	1/2 hour	Responded 10/14/14

PUBLIC RECORD REQUESTS FOR 2014

25	10/15/2014	K Dean	Tom Gray services invoice for 9/2014	1/4 hour	Responded 10/15/14
26	10/9/2014	G Berge	Copy of letter sent to J. Gruber, Well Permit Application, CCSD Regulations enforcing "Buildout Reduction Program".	1/2 hour	Responded 10/29/14
27	10/20/2014	G Berge	Copy of IP of Cambria water master plan, copy of Environmental Determinations on development applications, Implementation for case by case review.	1/2 hour	Responded 10/30/14
28	10/20/2014	G Berge	Berge's secondary request to original 10/9/2014 request. Copy of all implementing CCSD regulations enforcing Buildout Reduction Program.	1/2 hour (Legal review time: 18 min)	Responded 10/30/14
29	11/13/2014	K Dean	October Invoice for PIO Tom Gray Services	1/4 hour	Responded 11/24/14
30	11/21/2014	K Tanner	Sept-Oct billing period accounts which were over their water allocation; Copy of letter from County Planning	1/2 hour	Responded 11/25/14
31	11/22/2014	K Tanner	Finance Mgr Patrick O'Reilly's contract w/the CCSD	1/4 hour	Responded 11/24/14

**BOARD OF DIRECTORS' MEETING – DECEMBER 18, 2014
ADDENDUM TO GENERAL MANAGER'S REPORT
FINANCE MANAGER'S REPORT**

BUDGET

- A Fiscal Year 2014/2015 Budget was adopted on June 26, 2014.
- A Budget Amendment funding emergency water supply improvements at Santa Rosa Creek, the development of an emergency water supply system at San Simeon Creek, increasing general fund expenditure authority to maintain trees on CCSD property and decreasing total appropriation authority in the Waste Water Fund was adopted on November 20, 2014.

EXPENDITURES OVER \$100,000 DURING OCTOBER 2014

There was one disbursement in excess of \$100,000 during November 2014.

- \$774,239.29 to CDM Smith for the Emergency Water Supply Project

EXPENDITURES FOR THE EMERGENCY WATER SUPPLY

- The District has undertaken the development of an emergency water supply in response to a declared Stage 3 Drought Emergency. The Finance Department has accounted for expenditures associated with this effort by grouping expenditures into two main categories:
 1. **EWS: Filtration System, SR1/SR3 at Santa Rosa Creek**
 2. **EWS: Brackish Water Treatment at San Simeon Creek**
- Total **invoices** paid to-date for the Emergency Water Supply projects associated with Santa Rosa Creek equal \$353,426. This figure includes costs associated with the rehabilitation of the Filtronics Plant and the SR1 and SR3 wells.
- With respect to the Brackish Water Treatment at San Simeon Creek project, total commitments made to-date, in the form of issued **purchase orders**, equal \$9,126,647. These relate to Task Orders in the following way:

\$174,495	Task Order 1:	Hydrogeological Modeling
\$299,601	Task Order 2:	Preconstruction Engineering (Phase 1)
\$920,084	Task Order 3:	Preconstruction Services (Phase 2)
\$499,941	Task Order 4:	Engineering; Permitting; Purchase Assistance
\$584,607	Task Order 5:	Permitting & Environmental
<u>\$6,647,919</u>		Design/Build Contract (with CDM Constructors, Inc.)
\$9,126,647	Total	

- Invoices paid to-date to CDM Smith, the Emergency Water Supply Project's primary design/build contractor, equal \$3,027,674.
 - \$114,212.12 for a progress billing for pre-construction services (Task Order 1)
 - \$60,282.88 for a progress billing for pre-construction services (Task Order 1)
 - \$299,165.04 for a progress billing for pre-construction services (Task Order 2)
 - \$763,224.74 for a progress billing for pre-construction services (Task Order 3)
 - \$498,495.27 for a progress billing for pre-construction services (Task Order 4)
 - \$141,764.18 for a progress billing for pre-construction services (Task Order 5)
 - \$1,150,530.00 for a progress billing for the Design/Build Contract through Sep 2014

Column ID	A	B	C	E	F	G
Column Math			A - B = C		B - E = F	A - E = G
	Total Task Order Budget	Purchase Orders Issued to Date	Unencumbered Balance (or Budget Available to write Purchase Orders)	Total Invoices Paid to Date	Unpaid Balance Remaining on Purchase Order Commitments	Unpaid Balance Remaining on Budgeted Amount
Vendor: CDM Smith	Task Order Number					
Hydrogeological Modeling	1	\$174,495.00	\$174,495.00	\$0.00	\$174,495.00	\$0.00
Preconstruction Engineering	2	\$299,601.00	\$299,601.00	\$0.00	\$299,165.04	\$435.96
Preconstruction Services	3	\$920,084.00	\$920,084.00	\$0.00	\$763,224.74	\$156,859.26
Engineering; Permitting; Prepurchase Assistance	4	\$499,941.00	\$499,941.00	\$0.00	\$498,495.27	\$1,445.73
Permitting & Environmental	5	\$584,607.00	\$584,607.00	\$0.00	\$141,764.18	\$442,842.82
Design/Build Contract	n/a	\$6,647,919.00	\$6,647,919.00	\$0.00	\$1,150,530.00	\$5,497,389.00
EWS Construction Project Grand Total		\$9,126,647.00	\$9,126,647.00	\$0.00	\$3,027,674.23	\$6,098,972.77
Initial Operations Oversight		\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$100,000.00
Construction + Initial O&M Total		\$9,226,647.00	\$9,126,647.00	\$100,000.00	\$3,027,674.23	\$6,198,972.77

- With respect to the Brackish Water Treatment at San Simeon Creek project, total expenditures to all vendors, meaning checks issued, equal \$3,319,327.

WATER AND WASTEWATER REVENUE

Please see the following charts for detailed sales information for the last couple of years. The top chart is data organized on a calendar year basis and the bottom chart is data organized on a fiscal year basis. The shaded areas are future billing periods, and therefore, are estimates or projections.

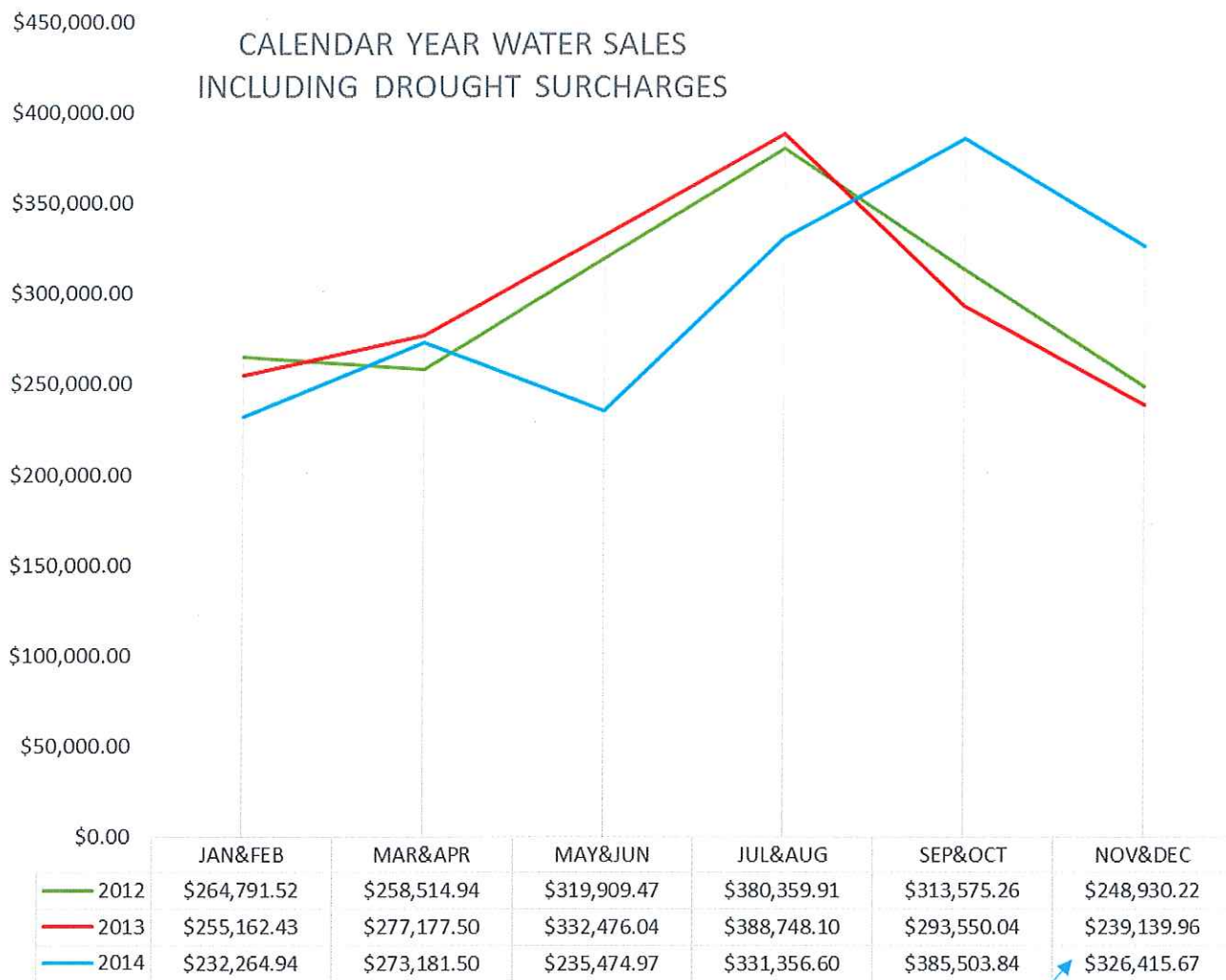
		CALENDAR YEAR						TOTAL
		JAN&FEB	MAR&APR	MAY&JUN	JUL&AUG	SEP&OCT	NOV&DEC	
Total Water Sales	2012	\$264,791.52	\$258,514.94	\$319,909.47	\$380,359.91	\$313,575.26	\$248,930.22	\$1,786,081.32
Total Surcharges	2012	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total EWS Charges	2012	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WATER SALES WITH SURCHARGES		\$264,791.52	\$258,514.94	\$319,909.47	\$380,359.91	\$313,575.26	\$248,930.22	\$1,786,081.32
Total Sewer Sales	2012	\$318,719.32	\$314,206.19	\$332,784.12	\$352,135.79	\$332,730.29	\$313,374.16	\$1,963,949.87
GRAND TOTAL SALES		\$583,510.84	\$572,721.13	\$652,693.59	\$732,495.70	\$646,305.55	\$562,304.38	\$3,750,031.19
Total Water Sales	2013	\$255,162.43	\$277,177.50	\$332,476.04	\$388,748.10	\$293,550.04	\$239,139.96	\$1,786,254.07
Total Surcharges	2013	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WATER SALES WITH SURCHARGES		\$255,162.43	\$277,177.50	\$332,476.04	\$388,748.10	\$293,550.04	\$239,139.96	\$1,786,254.07
Total Sewer Sales	2013	\$316,106.88	\$322,017.88	\$338,801.53	\$355,647.78	\$327,061.57	\$311,552.29	\$1,971,187.93
GRAND TOTAL SALES		\$571,269.31	\$599,195.38	\$671,277.57	\$744,395.88	\$620,611.61	\$550,692.25	\$3,757,442.00
Total Water Sales	2014	\$232,264.94	\$202,474.95	\$204,958.17	\$238,630.65	\$189,607.43	\$154,463.32	\$1,222,399.46
Total Surcharges	2014	\$0.00	\$70,706.55	\$30,516.80	\$92,725.95	\$44,793.25	\$55,602.92	\$294,345.47
Total EWS Charges	2014	\$0.00	\$0.00	\$0.00	\$0.00	\$151,103.16	\$116,349.43	\$267,452.59
WATER SALES WITH SURCHARGES		\$232,264.94	\$273,181.50	\$235,474.97	\$331,356.60	\$385,503.84	\$326,415.67	\$1,784,197.52
Total Sewer Sales	2014	\$308,378.03	\$288,205.08	\$288,307.82	\$298,346.63	\$291,225.26	\$239,895.26	\$1,714,358.08
GRAND TOTAL SALES		\$540,642.97	\$561,386.58	\$523,782.79	\$629,703.23	\$676,729.10	\$566,310.93	\$3,498,555.60

SHADED AREAS ARE ESTIMATED OR PROJECTED

		FISCAL YEAR						TOTAL
		JUL&AUG	SEP&OCT	NOV&DEC	JAN&FEB	MAR&APR	MAY&JUN	
Total Water Sales	FY 2012/2013	\$380,359.91	\$313,575.26	\$248,930.22	\$255,162.43	\$277,177.50	\$332,476.04	\$1,807,681.36
Total Surcharges	FY 2012/2013	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WATER SALES WITH SURCHARGES		\$380,359.91	\$313,575.26	\$248,930.22	\$255,162.43	\$277,177.50	\$332,476.04	\$1,807,681.36
Total Sewer Sales	FY 2012/2013	\$352,135.79	\$332,730.29	\$313,374.16	\$316,106.88	\$322,017.88	\$338,801.53	\$1,975,166.53
GRAND TOTAL SALES		\$732,495.70	\$646,305.55	\$562,304.38	\$571,269.31	\$599,195.38	\$671,277.57	\$3,782,847.89
Total Water Sales	FY 2013/2014	\$388,748.10	\$293,550.04	\$239,139.96	\$232,264.94	\$202,474.95	\$204,958.17	\$1,561,136.16
Total Surcharges	FY 2013/2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
WATER SALES WITH SURCHARGES		\$388,748.10	\$293,550.04	\$239,139.96	\$232,264.94	\$202,474.95	\$204,958.17	\$1,561,136.16
Total Sewer Sales	FY 2013/2014	\$355,647.78	\$327,061.57	\$311,552.29	\$308,378.03	\$288,205.08	\$288,307.82	\$1,879,152.57
GRAND TOTAL SALES		\$744,395.88	\$620,611.61	\$550,692.25	\$540,642.97	\$490,680.03	\$493,265.99	\$3,440,288.73
Total Water Sales	FY 2014/2015	\$238,630.65	\$189,607.43	\$154,463.32	\$150,022.66	\$130,780.96	\$132,384.90	\$995,889.91
Total Surcharges	FY 2014/2015	\$92,725.95	\$44,793.25	\$55,602.92	\$54,298.28	\$47,605.10	\$35,486.72	\$330,512.23
Total EWS Charges	FY 2014/2015	\$0.00	\$151,103.16	\$116,349.43	\$117,860.46	\$119,371.50	\$120,882.53	\$625,567.08
WATER SALES WITH SURCHARGES		\$331,356.60	\$385,503.84	\$326,415.67	\$322,181.41	\$297,757.56	\$288,754.15	\$1,951,969.22
Total Sewer Sales	FY 2014/2015	\$298,346.63	\$291,225.26	\$239,895.26	\$240,534.86	\$227,682.01	\$230,646.26	\$1,528,330.29
GRAND TOTAL SALES		\$629,703.23	\$676,729.10	\$566,310.93	\$562,716.27	\$525,439.57	\$519,400.40	\$3,480,299.51

SHADED AREAS ARE ESTIMATED OR PROJECTED

The original revenue projections done in May for the FY 2014/2015 Budget were based upon estimated conservation information available at that time. However, the community is conserving at a far greater level than expected. This means that these estimates in the shaded areas are probably too high, at least in the remaining calendar 2014 billing period, before the emergency water supply becomes available and customers can begin to use water at more normal usage levels. Fiscal Year 2014/2015 Budget amendments will be brought forward so that these estimates can be revised based upon more current information.

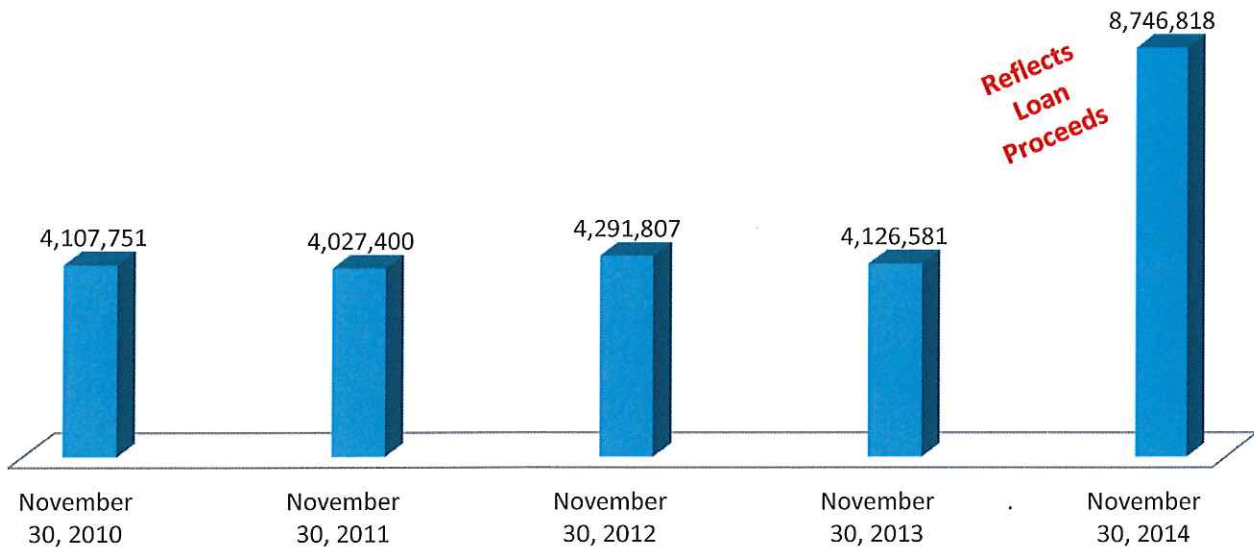


The last period is a projection.

**BOARD OF DIRECTORS' MEETING - DECEMBER 20, 2014
ADDENDUM TO GENERAL MANAGER'S REPORT
FINANCE MANAGER'S REPORT ATTACHMENT
SCHEDULE OF CASH & INVESTMENTS BALANCE**

PERIOD ENDING	BALANCE IN LAIF	BALANCE IN BANK*	TOTAL LAIF PLUS CASH IN BANK	INCREASE/ (DECREASE) FROM PRIOR YEAR	INCREASE/ (DECREASE) FROM BASE PERIOD OF Nov 30, 2010
November 30, 2010	3,948,432	159,319	4,107,751	N/A	N/A
November 30, 2011	3,843,519	183,881	4,027,400	(80,351)	(80,351)
November 30, 2012	4,084,232	207,575	4,291,807	264,407	184,056
November 30, 2013	3,896,528	230,053	4,126,581	(165,226)	18,830
November 30, 2014	6,946,529	1,800,289	8,746,818	4,620,237	4,639,067

**FIVE-YEAR SCHEDULE OF CASH & INVESTMENTS
BALANCES AS OF OCTOBER 31st**



PERIOD ENDING	BALANCE IN LAIF	BALANCE IN BANK*	TOTAL LAIF PLUS CASH IN BANK	INCREASE/ (DECREASE FROM PRIOR MONTH
October 31, 2014	8,446,529	1,180,982	9,627,511	N/A
November 30, 2014	6,946,529	1,800,289	8,746,818	(880,693)

*BALANCE includes amount on deposit in Main Checking Account net of deposits in transit and outstanding checks plus Cash in Overflow/Money Market Account.

NOTE: All amounts are based on CCSD records.

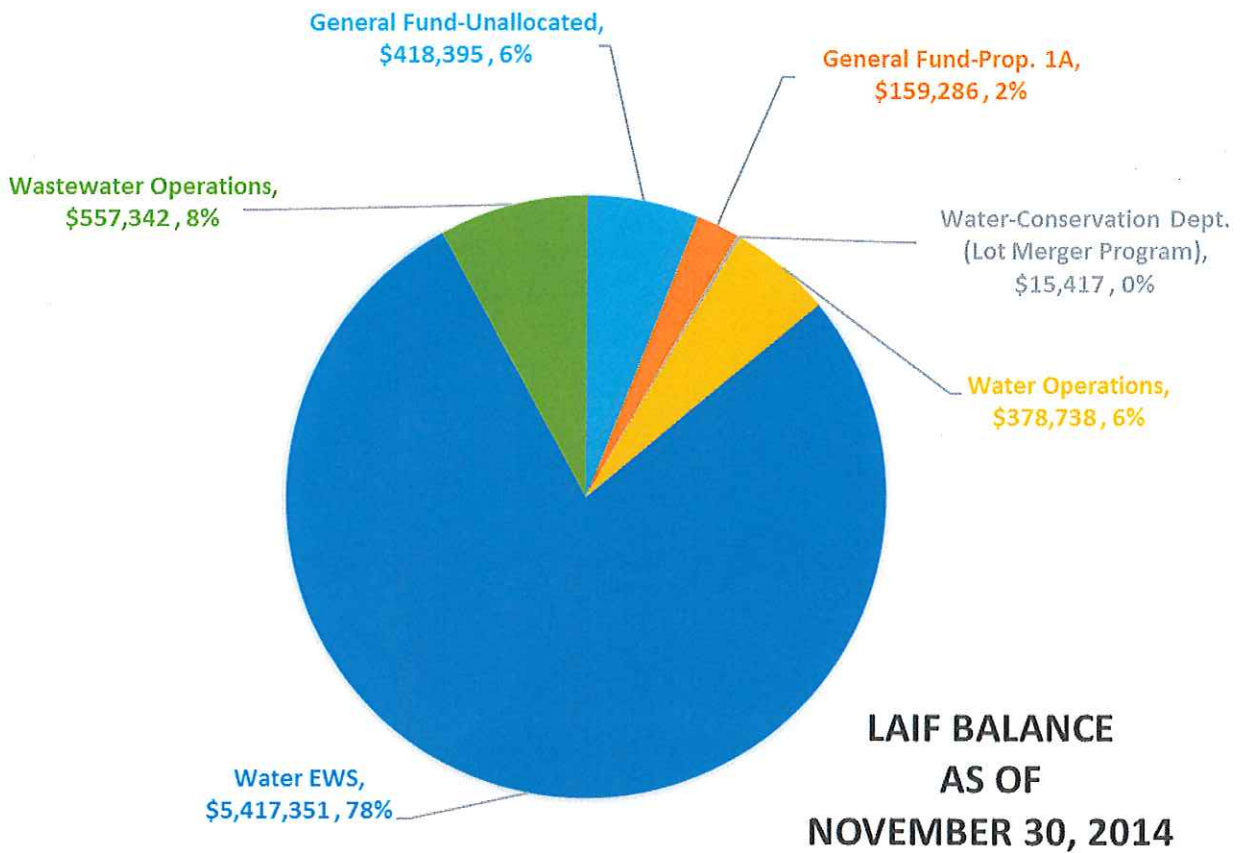
SAVINGS ACCOUNT BALANCE – aka LAIF BALANCE

The following information does not include other cash accounts such as checking accounts.

The balance in the Local Agency Investment Fund (LAIF) as of November 30, 2014 was \$6,946,529. The attached Schedule of Cash and Investments Balances indicates how the balances compare to the prior periods as well as for the same month in each of the prior 4 years. The reader should not place too much emphasis on one month’s activity; rather the information should be looked at on a trend basis.

The LAIF Balance is made up as follows (restrictions, if applicable, are noted):

<u>FUND</u>	<u>AMOUNT</u>
General	\$ 418,395
General (Proposition 1A)	\$ 159,286
Water (Conservation Dept.-Lot Merger Program)	\$ 15,417
Water (Operations)	\$ 378,738
Water (EWS)	\$ 5,417,351
Wastewater (Operations)	\$ 557,342
Total	\$ 6,946,529



With the exception of the restricted funds to offset a potential future Proposition 1A take-away, final balance amounts are determined after all other fiscal year activity is recorded, reconciled and audited, although the balances are monitored during the fiscal year to ensure that funds set-aside for specific programs, such as the Lot Merger Program, are not overspent. The above amounts have been updated based on the audit for the fiscal year ended June 30, 2013 with the exception of the Resource Conservation Department's balance (for the Lot Merger Program), which has been updated as of June 30, 2014. There was no activity between April 2014 & June 2014. The amounts have also been updated for the interest revenue actually received through November 30, 2014.

As noted above, the majority of the balances are updated based on final, audited results. (The District's audit is performed at the end of the calendar year.) As of June 30, 2014, the Water (operations) Fund balance has been fully expended for Water Fund activities. It is also estimated that the Wastewater (operations) Fund balance has been partially expended for Wastewater Fund activities so that the balance was approximately \$300,000 as of June 30, 2014.

INTERNAL LOANS

The only internal loan is the Army Corp of Engineers matching loan which was made consistent with the District's practice of maintaining pooled cash¹ available to cover the cash flow needs of the agency and of any individual Fund, to be restored to the General Fund.

<u>BORROWING FUND</u>	<u>LOAN AMOUNT AUTHORIZED</u>	<u>COSTS TO DATE</u>	<u>AMOUNT OF LOAN OUTSTANDING TO DATE</u>	<u>PURPOSE OF LOAN</u>
Water	\$ 166,000	\$ 166,000	\$ 157,726	Army Corp of Engineers Matching

¹ Pooled Cash & Investments - This account is used to inform the financial statement user that a pooling method is used and that these assets (e.g., cash) are not held by any specific fund. It should be noted that under the pooling approach a fund may overdraw its account in the pool. These overdrafts should be reported as liabilities, with a corresponding receivable (i.e., due to/from other funds), on the balance sheet. Bean, David R., Stephen J. Gauthier, and Paul E. Glick. *Governmental Accounting, Auditing, and Financial Reporting*. Chicago, IL: Government Finance Officers Association, 1988. Print.

EXTERNAL LOANS

As of November 30, 2014, the CCSD external debt is as shown below, including interest rates and prepayment penalty provisions.

**BOARD OF DIRECTORS' MEETING - OCTOBER 23, 2014
ADDENDUM TO GENERAL MANAGER'S REPORT
FINANCE MANAGER'S REPORT ATTACHMENT
SCHEDULE OF LONG-TERM INFRASTRUCTURE-RELATED DEBT**

DESCRIPTION	State Revolving Fund Loan	Bank Note (Funds 2006 Refund of 1999 Bonds)	Bank Note (2014 Installment Sales Agreement for EWS)
DEBT HOLDER	SWRCB	City National Bank	Western Alliance Bank
ORIGINAL PRINCIPAL	\$2,592,324.38	\$2,245,000.00	\$8,939,000.00
INTEREST RATE	3.00%	4.55%	4.11%
FUND	Wastewater	Wastewater	Emergency Water Supply
DEPARTMENT	Wastewater	Wastewater	Water
FINAL PAYMENT DATE	5/28/2016	9/23/2023	8/1/2034
PRINCIPAL BALANCE @ 8/11/14	\$332,920	\$1,303,000	\$8,939,000
PROJECTED PRINCIPAL PAYMENT(S) FFY 2014/2015	\$164,069	\$109,000	\$149,181
PROJECTED INTEREST PAYMENT(S) FFY 2014/2015	\$9,987	\$56,807	\$177,573
PROJECTED BALANCE @ 6/30/15**	\$168,851	\$1,194,000	\$8,789,819
PROJECTED PRINCIPAL PAYMENT(S) FFY 2015/2016	\$168,851	\$109,000	\$304,246
PROJECTED INTEREST PAYMENT(S) FFY 2015/2016	\$5,066	\$51,847	\$358,137
PROJECTED BALANCE @ 6/30/16**	\$0	\$1,085,000	\$8,485,573
PROJECTED PRINCIPAL PAYMENT(S) FFY 2016/2017	\$0	\$114,000	\$313,861
PROJECTED INTEREST PAYMENT(S) FFY 2016/2017	\$0	\$46,773	\$345,565
PROJECTED BALANCE @ 6/30/17**	\$0	\$971,000	\$8,171,712
PROJECTED PRINCIPAL PAYMENT(S) FFY 2017/2018	\$0	\$118,000	\$326,893
PROJECTED INTEREST PAYMENT(S) FFY 2016/2017	\$0	\$41,496	\$332,533
PROJECTED BALANCE @ 6/30/18**	\$0	\$853,000	\$7,844,819
PROJECTED INTEREST PAYMENTS FFY 14/15-17/18	\$15,053	\$196,923	\$1,213,808
AVERAGE ANNUAL TOTAL (P+I) PAYMENT(S)*	\$173,987	\$161,731	\$659,975
PREPAYMENT PENALTY	No	Yes-3% from 10/1/13-4/1/16, 2% from 10/1/16-4/1/20, none after 10/1/20	Yes - 5% until 8/1/2015; prepayment premium calculation before 8/1/2024; 0% on or after 8/1/2024

*Average is based on years with a balance outstanding for the entire year. Payoff years are excluded if final amount is less than normal.

**Presumes all scheduled payments are timely made.

**BOARD OF DIRECTORS' MEETING –DECEMBER 18, 2014
ADDENDUM TO GENERAL MANAGER'S REPORT
DISTRICT ENGINEER'S REPORT**

The following table summarizes activities from November 10, 2014 to December 10, 2014. A summary discussion on well levels also follows.

Item No.	Description	Activities/Project Status
1	Assistance to Water & Wastewater Operations	<ul style="list-style-type: none"> • Today's meeting agenda includes a discussion item presenting Carollo Engineers evaluation of the wastewater treatment plant. • Assistance was provided to wastewater operations for the completion of an emergency repair to one of the plant clarifiers.
2	Rodeo Grounds Pump Station Replacement and Stuart Street Tank 3.	There was minimal progress made this reporting period, as staff resources were focused on the Emergency Water Supply Project.
3	Emergency Water Supply Project	The contractor continues to test the unit advanced water treatment plant unit processes and is heading into full plant testing next week. Permits were recently received to allow for plant commissioning, as well as the discharge of mitigation water. Thanks to the significant hard efforts of our District legal counsel, we also submitted financial assurance documentation on 12/10/2014 to the RWQCB. This later Title 27 permitting requirement was required to allow operation of the project's evaporation pond. Besides plant testing, the Contractor is completing installation of a frog barrier around the evaporation pond perimeter and working with staff to improve aesthetics.

The attached water well level summary table shows the Santa Rosa and San Simeon supply well levels as of December 8, 2014, with the San Simeon production wells at an average of 18.53 feet above sea level, the Santa Rosa well SR4 level at 23.50 feet above sea level, and the average of wells SR1 and SR3 levels at 18.85 feet above mean sea level. This shows a considerable increase in the San Simeon aquifer, while the Santa Rosa aquifer showed little improvement. This may mean that most of the preceding storm precipitation fell into the San Simeon watershed as opposed to the most southern Santa Rosa aquifer.

The attached production report shows that the November 2014 production of 32.36 acre-feet was the lowest on record since the summary table began in year 1988. This indicates that Cambrians are continuing to do an outstanding job in conserving water. Comparing November 2013 production against November 2014, shows a reduction of 38 percent. Comparing the January through November cumulative production totals between 2013 and 2014 shows a reduction of 36 percent. As of the end of November 2014, 245.6 acre-feet (80 million gallons) of production water has been conserved/reduced when compared against the same cumulative period during 2013.

Rainfall has been starting this past month, which is a good sign that we are getting some much needed relief from the exceptional drought. As of this report (12/11/2014) the Santa Rosa aquifer remains at a low level while the San Simeon aquifer has shown a significant improvement. If we are to conservatively assume upstream springs will not sustain flow into the winter months due to the exceptional drought continuing, the current estimate of remaining dry season supply in both aquifers is in the range of 297 to 362 acre-feet, with the upper range based on there being about 65 acre-feet of water available from wells SR4 and SR3 (as of the 12/08/2014 well reads).

Attachments:

- Well Levels Summary as of 12/8/2014
- Annual Production through the month of November 2014
- Line plot of Santa Rosa well levels
- Line plots of San Simeon well levels by year
- Plot showing statistical analysis of San Simeon well levels
- Line plot of San Simeon well levels for historic minimum, average, and maximum
- Line plot of San Simeon well levels for past five years

12/8/14

CAMBRIA COMMUNITY SERVICES DISTRICT
WELL WATER LEVELS FOR 12/8/14

Well Code	Distance Ref. Point to Water Level	Reference Point Distance Above Sea Level	Depth of Water to Sea Level	Remarks
SANTA ROSA CREEK WELLS				
23R	61.25	83.42	22.17	
SR4	58.50	82.00	23.50	
SR3	36.70	54.30	17.60	
SR1	26.30	46.40	20.10	
RP#1	25.30	46.25	20.95	
RP#2		33.11		Not Read
21R3		12.88		
WBE	12.56	16.87	4.31	
WBW		17.02		Not Read
AVERAGE LEVEL OF CCSD SANTA ROSA WELLS SR1 & SR3 =				18.85 FEET
CCSD SANTA ROSA WELL SR4 =				23.50 FEET

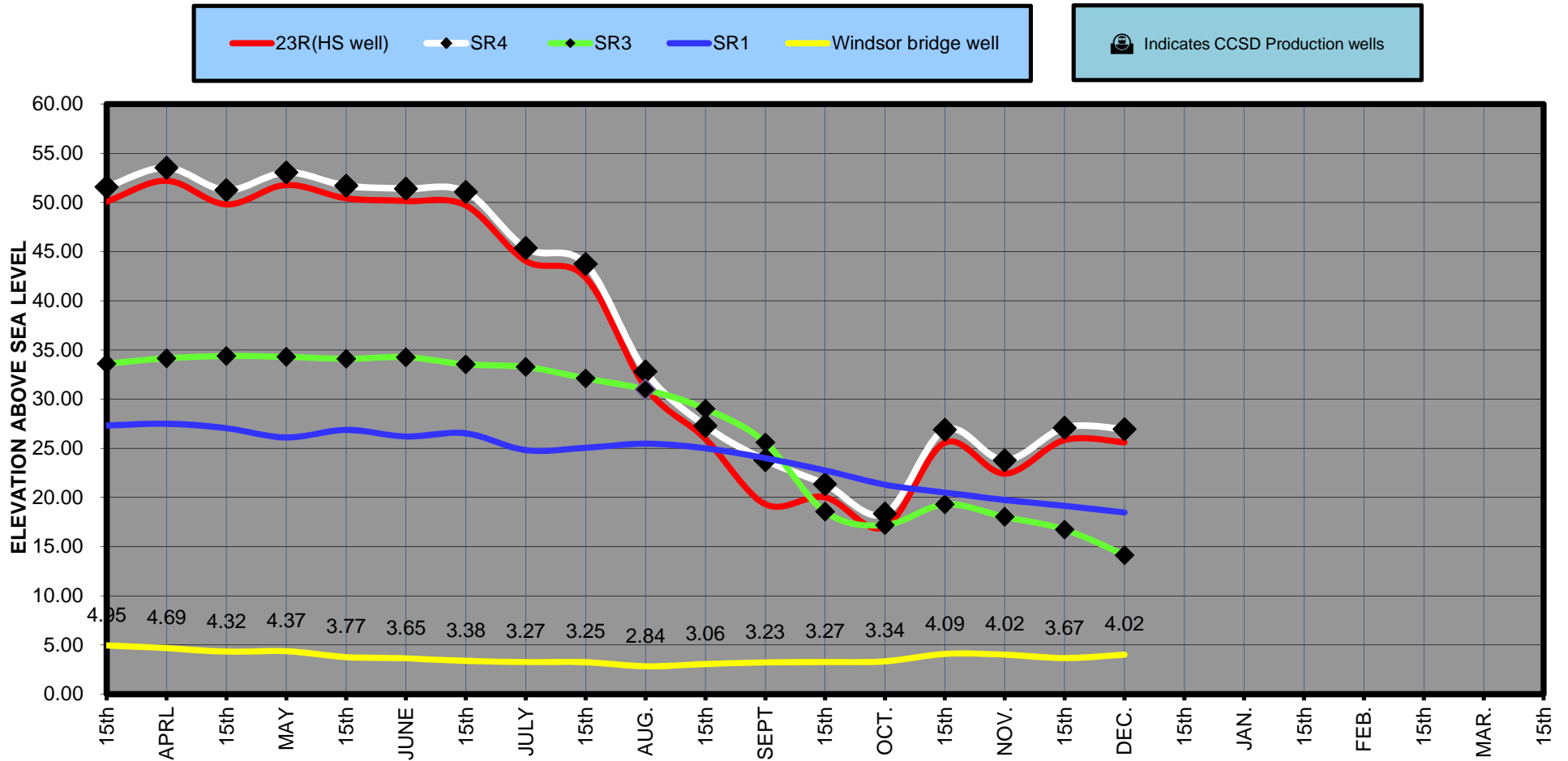
SAN SIMEON CREEK WELLS				
16D1		11.81		Not Read
9M1		65.63		Not Read
9P2	9.55	19.11	9.56	
9P7		19.59		
9L1	12.65	27.33	14.68	
SS4	13.66	25.92	12.26	SS4 to 9P2 Gradient = + 2.70
9K2		30.23		Not Read
SS3	16.38	33.25	16.87	
SS2	14.95	34.01	19.06	
SS1	14.40	34.07	19.67	
11B1	55.08	105.43	50.35	
11C1	48.20	98.20	50.00	
PFNW	44.42	93.22	48.80	
10A1	52.48	78.18	25.70	
10G2	40.60	62.95	22.35	
10G1	38.35	59.55	21.20	
10F2	46.20	66.92	20.72	
10M2	39.95	55.21	15.26	
9J3	30.60	43.45	12.85	
AVERAGE LEVEL OF CCSD SAN SIMEON WELLS SS1,SS2 & SS3 =				18.53 FEET

Red Font are the CCSD's Production Wells, as measured on 12/8/14
Report format revised 7/23/2013

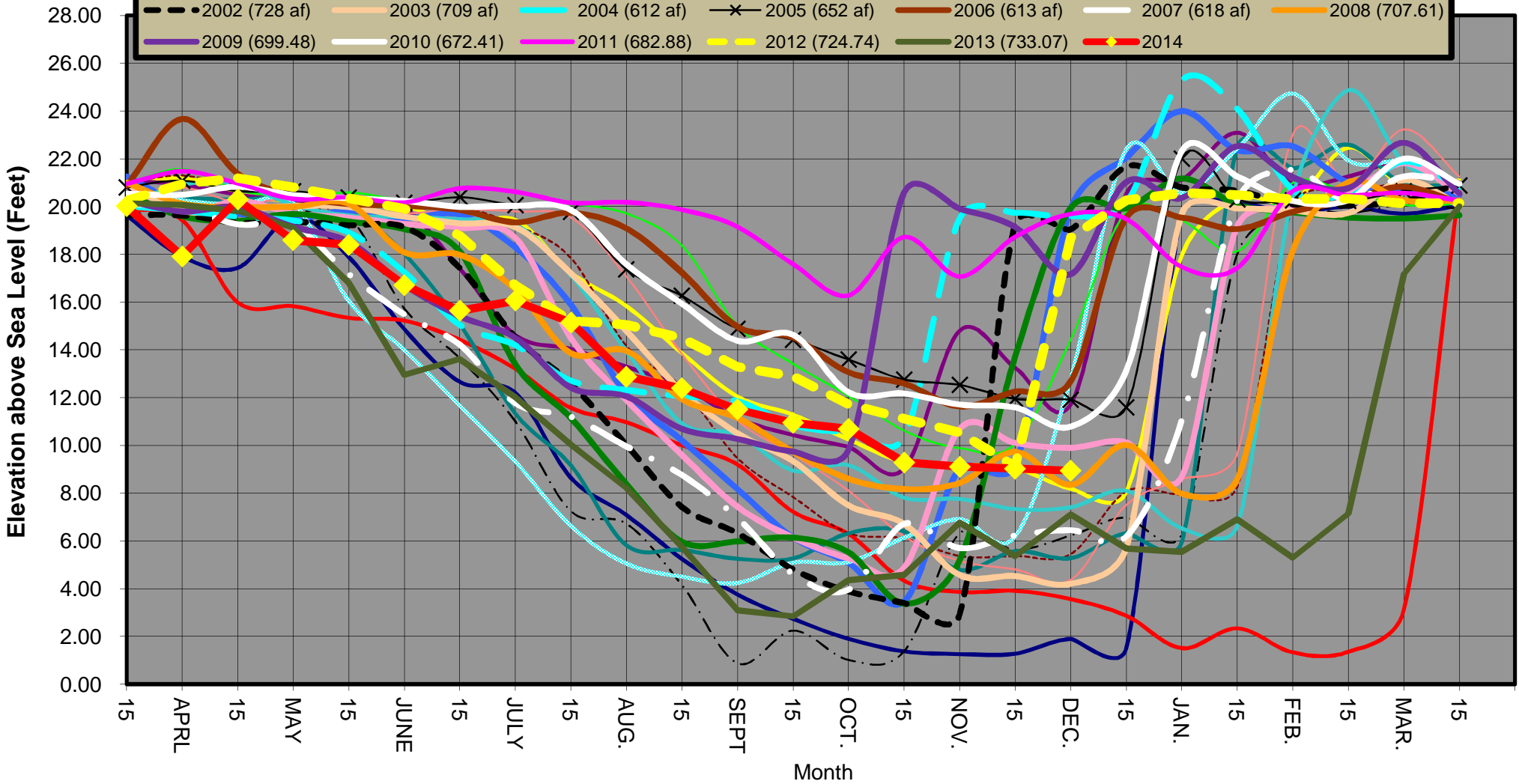
2014
CAMBRIA COMMUNITY SERVICES DISTRICT
WATER PRODUCTION, BY SOURCE
ACRE-FEET

YEAR	SOURCE	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	1000.0 TOTAL
1988	S.S.	51.20	57.90	63.20	47.30	57.40	44.20	50.00	51.70	41.90	37.40	27.40	36.00	565.60
	S.R.	0.00	0.00	0.00	16.30	15.70	30.70	31.20	34.90	36.00	34.90	35.20	19.00	253.90
	TOTAL	51.20	57.90	63.20	63.60	73.10	74.90	81.20	86.60	77.90	72.30	62.60	55.00	819.50
1989	S.S.	51.00	47.90	53.90	61.90	57.20	62.20	69.20	60.90	36.30	38.70	42.60	40.60	622.40
	S.R.	0.00	0.00	0.00	1.00	13.80	13.50	17.90	28.00	42.00	22.60	17.60	18.20	174.60
	TOTAL	51.00	47.90	53.90	62.90	71.00	75.70	87.10	88.90	78.30	61.30	60.20	58.80	797.00
1990	S.S.	45.70	47.00	55.28	44.75	31.46	32.34	40.00	38.00	31.91	31.40	29.40	29.90	457.14
	S.R.	8.70	0.80	0.50	18.03	32.30	26.79	22.30	22.20	20.64	20.20	19.30	14.90	206.66
	TOTAL	54.40	47.80	55.78	62.78	63.76	59.13	62.30	60.20	52.55	51.60	48.70	44.80	663.80
1991	S.S.	26.90	23.10	32.70	39.60	48.60	44.10	40.10	34.80	30.50	28.00	26.40	30.10	404.90
	S.R.	15.30	13.10	0.50	0.10	0.10	5.50	15.00	21.60	20.20	21.00	19.70	18.70	150.80
	TOTAL	42.20	36.20	33.20	39.70	48.70	49.60	55.10	56.40	50.70	49.00	46.10	48.80	555.70
1992	S.S.	45.30	42.20	45.90	55.20	64.00	58.10	44.90	41.80	35.00	32.80	34.00	43.10	542.30
	S.R.	0.80	0.30	0.10	0.40	0.50	6.10	22.70	28.10	26.30	25.10	19.50	5.50	135.40
	TOTAL	46.10	42.50	46.00	55.60	64.50	64.20	67.60	69.90	61.30	57.90	53.50	48.60	677.70
1993	S.S.	50.10	45.70	52.60	56.30	68.30	68.80	68.10	69.80	59.80	56.10	51.40	43.50	690.50
	S.R.	0.50	0.30	0.00	0.00	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.90
	TOTAL	50.60	46.00	52.60	56.30	68.40	68.80	68.10	69.80	59.80	56.10	51.40	43.50	691.40
1994	S.S.	47.00	38.60	48.60	52.00	54.60	63.40	69.30	47.80	31.70	30.80	28.20	26.00	538.00
	S.R.	0.00	0.00	0.00	0.00	0.10	0.00	0.00	25.00	30.20	27.70	21.20	19.90	124.10
	TOTAL	47.00	38.60	48.60	52.00	54.70	63.40	69.30	72.80	61.90	58.50	49.40	45.90	662.10
1995	S.S.	41.30	41.10	47.10	52.14	53.50	59.00	74.70	74.10	65.40	64.70	55.30	47.60	675.94
	S.R.	1.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.90
	TOTAL	43.20	41.10	47.10	52.14	53.50	59.00	74.70	74.10	65.40	64.70	55.30	47.60	677.84
1996	S.S.	46.66	43.40	47.39	56.95	66.18	70.83	75.70	77.27	68.23	65.58	50.37	49.43	717.99
	S.R.	0.01	0.03	0.03	0.03	0.03	0.01	0.03	0.02	0.01	0.02	0.02	0.02	0.26
	TOTAL	46.67	43.43	47.42	56.98	66.21	70.84	75.73	77.29	68.24	65.60	50.39	49.45	718.25
1997	S.S.	50.61	49.20	65.66	68.65	76.18	79.14	82.31	57.02	37.32	27.50	38.96	45.96	678.51
	S.R.	0.02	0.08	0.02	0.02	0.02	0.02	0.38	25.92	31.54	36.85	12.41	0.01	107.29
	TOTAL	50.63	49.28	65.68	68.66	76.20	79.16	82.69	82.94	68.86	64.35	51.37	45.97	785.80
1998	S.S.	44.39	46.36	47.00	50.53	56.43	63.43	77.75	80.30	68.35	66.58	54.06	52.13	707.31
	S.R.	0.01	0.01	0.01	0.01	0.00	0.01	0.01	0.09	0.01	0.00	0.00	0.00	0.16
	TOTAL	44.40	46.37	47.01	50.54	56.43	63.44	77.76	80.39	68.36	66.58	54.06	52.13	707.47
1999	S.S.	56.40	45.26	52.16	57.40	70.43	71.35	85.41	82.68	69.45	68.04	57.78	57.69	774.05
	S.R.	0.01	0.01	0.01	0.04	0.02	0.07	0.01	0.02	0.32	0.02	0.00	0.00	0.53
	TOTAL	56.41	45.27	52.17	57.44	70.45	71.42	85.42	82.70	69.77	68.06	57.78	57.69	774.58
2000	S.S.	56.41	50.43	55.27	65.40	70.84	73.60	85.00	84.68	73.30	65.60	58.49	59.80	798.82
	S.R.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	TOTAL	56.41	50.43	55.27	65.40	70.84	73.60	85.00	84.68	73.30	65.60	58.49	59.80	798.82
2001	S.S.	56.16	48.05	55.92	60.69	73.30	77.51	85.01	84.28	74.53	73.08	56.22	53.18	797.93
	S.R.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.78	21.08	16.87	8.06	0.89	52.68
	TOTAL	56.16	48.05	55.92	60.69	73.30	77.51	85.01	84.28	74.53	73.08	56.22	53.18	797.93
2002	S.S.	54.43	52.23	60.70	65.43	60.75	55.13	66.79	73.35	66.59	62.03	56.36	53.98	727.77
	S.R.	1.28	1.27	1.10	1.11	14.82	22.79	19.54	9.67	3.52	4.02	2.04	0.55	81.71
	TOTAL	55.71	53.50	61.80	66.54	75.57	77.92	86.33	83.02	70.11	66.05	58.40	54.53	809.48
2003	S.S.	52.73	49.97	57.35	58.32	62.82	68.22	65.05	63.34	58.91	67.08	56.20	48.84	708.83
	S.R.	0.70	1.11	0.48	0.94	1.84	5.63	19.77	22.04	16.00	6.58	3.12	5.84	84.05
	TOTAL	53.43	51.08	57.83	59.26	64.66	73.85	84.82	85.38	74.91	73.66	59.32	54.68	792.88
2004	S.S.	55.83	51.40	58.56	64.33	67.98	52.62	47.04	39.68	41.06	34.80	49.30	49.92	612.52
	S.R.	0.00	0.61	1.17	4.84	8.68	22.08	30.80	36.30	27.32	24.95	1.73	1.63	160.11
	TOTAL	55.83	52.01	59.73	69.17	76.66	74.70	77.84	75.98	68.38	59.75	51.03	51.55	772.63
2005	S.S.	50.05	46.16	51.09	55.01	65.70	68.81	80.52	61.60	48.71	47.08	40.83	36.70	652.26
	S.R.	0.00	0.62	0.93	0.76	0.76	0.73	1.64	17.32	20.25	21.69	16.92	7.36	88.98
	TOTAL	50.05	46.78	52.02	55.77	66.46	69.54	82.16	78.92	68.96	68.77	57.75	44.06	741.24
2006	S.S.	50.81	49.10	48.82	49.65	60.58	65.65	56.12	59.67	52.49	42.86	34.46	42.75	612.96
	S.R.	0.00	0.78	0.00	0.62	0.74	2.56	23.58	20.72	20.17	23.88	26.46	13.63	133.14
	TOTAL	50.81	49.88	48.82	50.27	61.32	68.21	79.70	80.39	72.66	66.74	60.92	56.38	746.10
2007	S.S.	57.70	47.45	56.47	60.50	56.11	51.21	55.95	63.48	58.72	37.58	34.83	38.61	618.61
	S.R.	0.00	0.00	0.60	1.81	14.47	22.24	23.47	12.37	5.29	18.70	21.20	9.42	129.57
	TOTAL	57.70	47.45	57.07	62.31	70.58	73.45	79.42	75.85	64.01	56.28	56.03	48.03	748.18
2008	S.S.	43.35	45.35	51.55	52.59	40.45	33.03	40.15	47.57	47.24	41.53	21.47	25.41	489.69
	S.R.	2.33	0.67	0.71	2.20	24.69	33.55	32.94	24.87	18.26	21.03	32.21	24.46	217.92
	TOTAL	45.68	46.02	52.26	54.79	65.14	66.58	73.09	72.44	65.50	62.56	53.68	49.87	707.61
2009	S.S.	28.17	37.57	50.95	58.52	48.56	37.47	48.80	40.69	31.99	44.62	53.05	46.55	526.94
	S.R.	24.83	3.81	0.00	0.00	13.53	26.06	25.21	34.10	32.64	11.02	0.00	1.34	172.54
	TOTAL	53.00	41.38	50.95	58.52	62.09	63.53	74.01	74.79	64.63	55.64	53.05	47.89	699.48
2010	S.S.	45.44	40.48	47.48	48.39	56.26	55.29	50.73	44.58	35.05	37.61	36.14	36.45	533.90
	S.R.	0.00	0.00	0.77	0.62	0.68	8.74	21.96	27.30	32.52	21.71	14.48	9.73	138.51
	TOTAL	45.44	40.48	48.25	49.01	56.94	64.03	72.69	71.88	67.57	59.32	50.62	46.18	672.41
2011	S.S.	48.05	43.36	45.17	52.11	53.94	49.27	60.52	55.52	45.40	45.67	46.28	51.87	597.16
	S.R.	0.00	0.70	0.00	0.76	6.65	11.03	12.97	14.82	19.45	14.15	5.19	0.00	85.72
	TOTAL	48.05	44.06	45.17	52.87	60.59	60.30	73.49	70.34	64.85	59.82	51.47	51.87	682.88
2012	S.S.	50.12	48.09	52.60	50.52	60.06	56.53	48.17	41.12	36.72	42.22	48.70	50.88	585.73
	S.R.	3.54	0.79	0.00	0.66	1.44	11.14	27.95	33.22	29.98	21.43	8.86	0.00	139.01
	TOTAL	53.66	48.88	52.60	51.18	61.50	67.67	76.12	74.34	66.70	63.65	57.56	50.88	724.74
2013	S.S.	51.09	47.40	54.72	55.27	63.18	46.01	60.82	72.32	57.73	29.84	26.72	28.61	593.70
	S.R.	0.00	0.00	0.00	4.27	5.28	27.57	18.12	3.50	7.62	22.56	25.38	25.61	139.91
	TOTAL	51.09	47.40	54.72	59.54	68.45	73.58	75.82	75.82	65.41	52.40	52.11	54.22	733.61
2014	S.S.	22.93	16.97	24.90	25.03	19.39	14.40	11.94	0.00	0.76	24.32	13.74		174.36
	S.R.	34.69	19.85	10.00	10.44	18.88	24.19	30.89	43.09	0.26	12.06	18.63		258.97
	TOTAL	57.62	36.82	34.90	35.04	38.27	41.02	42.82	43.09	37.01	36.37	32.36		433.33

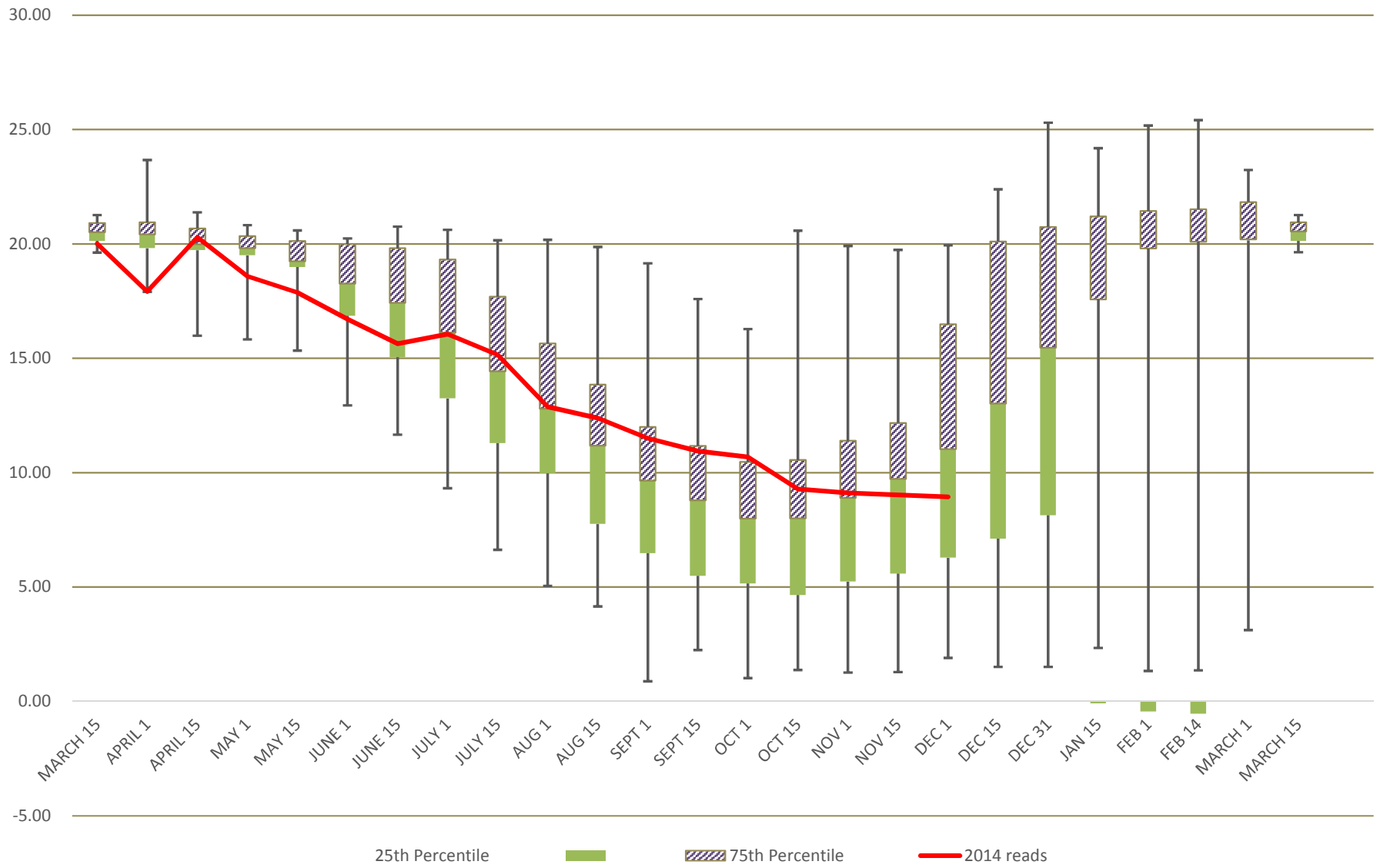
SANTA ROSA CREEK WELL LEVELS March 15th, 2014 - Current



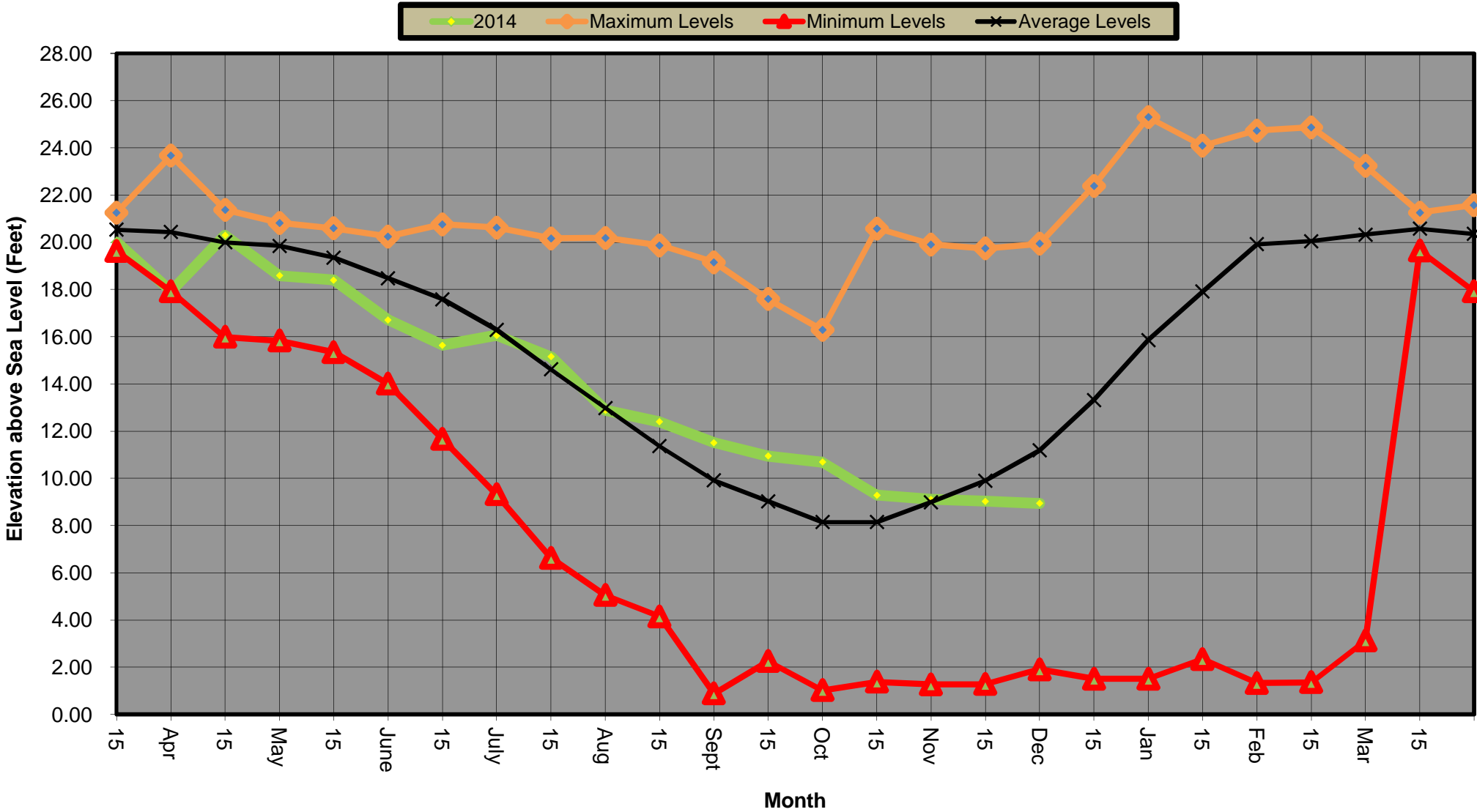
San Simeon Creek Well Levels 1988 - Current



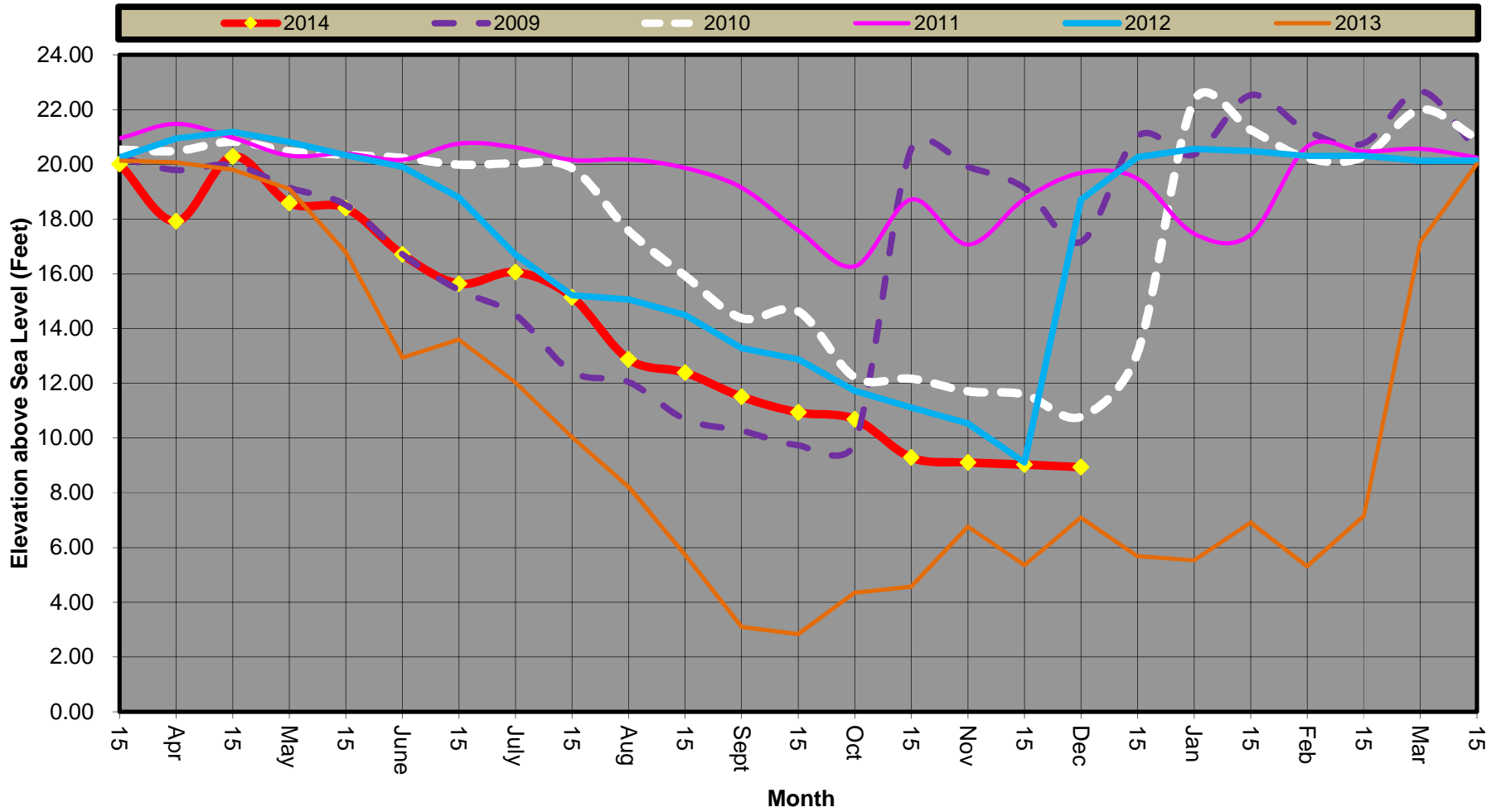
**1988 -2014 Statistical San Simeon Well Level Summary by Month
 showing Minimums, Maximums, 25 % Percentile, 75% Percentile
 Average Level is the line between the Purple (hatched) and Green (solid) bars**



San Simeon Creek Well Levels Water Year 2014/2015 levels to date and 1988 to Current Min, Max, & Average



San Simeon Creek Well Levels Last 5 years March, 2009 - Current



BOARD OF DIRECTORS' MEETING DECEMBER 18, 2014
ADDENDUM TO GENERAL MANAGER'S REPORT
FIRE CHIEF'S REPORT

Response information is attached and represents activities for the month of November 2014. Progress updates and highlights regarding the different programs and services our Department provides are identified below:

Prevention and Education (November 2014)

- **03** residential new and remodel fire plan reviews were completed.
- **04** residential and commercial technical fire inspections were conducted
- **22** engine company commercial fire and life safety inspections were conducted.
- **05** public education events.
- **04** residential smoke detectors were installed and or the batteries changed.

Meetings and Affiliations (November 2014)

- | | |
|-----------------------------------|-------------------------------|
| • SLO County Chiefs Assn. Meeting | Nov. 06 0900-1200, SLO |
| • CCFPA Meeting | Nov. 07 1100-1300, Atascadero |
| • Cal Trans Supervisor | Nov. 07 1500-1600, Cambria |
| • CERT Manager | Nov. 08 1000-1230, Cambria |
| • Armed Forces Benefit | Nov. 18 0900-1000, Cambria |
| • SLO Fire Safe Council | Nov. 20 0900-1300, Cambria |

Operations

Fire Department Engineer Emily Torlano assisted by grant writer Kurt Bradley Submitted two grant requests to the Department of Homeland Security and FEMA on the Department's behalf. The first is a \$70,000 request to replace aging self-contained breathing apparatus (SCBA). The National Fire Protection Association (NFPA) typically recognizes a service life of 10 years for SCBA and then recommends replacement as a standard safety policy. The current Cambria Fire Department SCBA was procured with grant funding 10 years ago and is due for replacement. The second is a \$400,000 request to replace the Department's 27 year old FMC Type 1 fire engine. This will be the fourth grant request in as many years to replace this piece of equipment. Both grant requests are through the Assistance to Firefighters Grant (AFG) program.

The North Coast Ocean Rescue Team (NCOR) is being recognized for 20 years of outstanding service to the Community at today's Board Meeting. The team has provided a unique, successful and innovative approach to delivering ocean rescue services to the North Coast area for the last two decades. The program has received recognition for its concept and design by many agencies including the National Emergency Training Center and National Fire Academy.

The Fire Department has been staffing heavy and bracing for the last several winter storms that have arrived over the holiday season. Sand has been made available to the community at four locations: Lampton Park, Shammel Park, Main Street Skate Park and the Fire Station if the need arises to fill sandbags. The bags are available at the hardware store in Tin City and Farm Supply stores in San Luis Obispo and North County. With the large amount of dead and dying trees the department would like to make the community aware of extreme blow down potential and to be extremely wary of downed power lines.

Fire Department staff participated in a comprehensive training session on Tuesday December 9th delivered by Paso Robles Fire Chief Ken Johnson. The course content was "Ethical Leadership" and covered information and scenarios relevant for ethical decision

making for fire officers. The class makes up part of a series, developed by Training Officer Captain Johnathan Gibson, to develop leadership and management skills for our current and developing fire command officers.

The Fire Department is currently participating with all fire agencies in San Luis Obispo and Santa Barbara Counties to develop policy and train with local law enforcement agencies to handle active shooter scenarios. All training is standardized and enables fire rescue personnel to enter “warm zones,” under the cover of law enforcement, to evacuate victims from the scene and expedite their transfer into the Emergency Medical System (EMS). All equipment and training costs are grant funded through the Federal Department of Homeland Security.

Prevention

The Fire Department has been working with The Cambria Tourism Board, San Luis Obispo Fire Safe Council and Cal Trans to form a coalition to obtain grant funding to clean-up and provide a fire break on the North shoulder of Highway 101. To date an encroachment permit has been procured from Cal Trans to allow the California Conservation Corps to access the roadway for the work. Future grant applications are still in progress.

CMB Fire Monthly Stats: Incidents

Categories	14-Jan	14-Feb	14-Mar	14-Apr	14-May	14-Jun	14-Jul	14-Aug	14-Sep	14-Oct	14-Nov	Dec-14	Totals
Fire	2	1	2	1	2	0	1	2	2	3			16
Hazardous Mat.	0	0	0	0	0	0	0	0	0	0			0
Medical*	55	40	52	32	36	38	43	41	29	35			401
Vehicle TC	2	0	1	1	3	2	3	2	1	2			17
Hazardous Situations	1	10	5	5	1	3	6	3	3	3			40
Public Service Assist	18	14	14	7	10	17	16	15	12	13			136
False Alarms	11	12	4	18	10	11	11	13	7	7			104
Agency Assist	0	0	0	0	0	0	0	0	0	0			0
Mutual Aid	0	0	0	0	0	0	0	0	0	0			0
Auto Aid	0	3	3	2	3	2	0	0	2	3			18
Rescue	1	0	0	0	0	0	0	0	0	0			1
Fire Investigations	0	0	0	0	0	0	0	0	0	0			0
Monthly Response Totals	90	80	81	66	65	73	80	76	56	66			
Cumulative Totals	90	170	251	317	382	455	535	611	667	733			733

BOARD OF DIRECTORS' MEETING – December 18, 2014
ADDENDUM TO GENERAL MANAGER'S REPORT FACILITIES AND RESOURCES
MANAGER'S REPORT

- Fiscalini Ranch:
 - § Staff installed a new interpretative sign on the north end of the Bluff Trail.
 - The old sign was pitted and worn down and the stands were rusted away.
 - The new sign has a 10 year warranty on it.
 - § Friends of the Fiscalini Ranch Volunteers are making repairs to some of the driftwood benches on the Bluff Trail.
 - § Homeless Campers: Staff continues to patrol the Ranch on a weekly basis looking for illegal camping.
 - § Trenton Entrance:
 - Staff cut and hauled away two pine trees that had fallen during recent storms.
- Trails:
 - § Santa Rosa Trail: staff cleared two fallen willows and an old pine tree that fell on the trail during recent storm
- CCSD Lots:
 - § Two dangerous willow trees were removed from behind 2300 Camborne.
- Parks:
 - § Skate Pak:
 - Staff continues to provide weekly maintenance to the park.
- Public restrooms:
 - § Public restrooms were reopened to the public on December 1st.
 - § Portable restrooms were removed by Harvey's Honeyhuts.
 - § Before the restrooms were closed earlier this year, staff had retrofitted both restrooms with new toilets and urinals. The restroom on east village was also repainted and new partitions were installed.
- Vet's Hall:
 - § 42 events were held at Veterans Memorial Building since last Board Meeting. Among those events were: Thanksgiving Dinner and Chamber of Commerce Tree Auction.
 - § Maintenance:
 - Staff is making preparations to refinish the floors at Vet's hall.
 - The refinishing is scheduled to be done in mid-January.

Submitted by:
Carlos Mendoza
Facilities and Resources Supervisor/
Fiscalini Ranch Preserve Manager

**BOARD OF DIRECTORS DECEMBER 18, 2014
CONSERVATION REPORT
ADDENDUM TO THE GENERAL MANAGER'S REPORT**

Cortney Upthegrove will be out of the office from December 18 until January 2, 2015. Happy Holidays.

Residential Water Surveys/Audits:

As of December 1, 2014 there were 126 customers on our "Leak Report." Of these customers 97 properties were residential and the remaining 29 properties were commercial. The Water Department responded to 26 of the residential properties based on the property having higher than normal usage. The Administrative staff is working to contact the remaining residential customers via telephone as time permits.

As previously mentioned not all properties that appear on the "Leak Report" may have a water leak. In many cases once staff responds to the property, they are no longer on the leak list. Staff continues to work on this program and will report back to the public as improvements to this program are made.

We would also like to remind homeowners the value in reading the water meter at their property on a weekly basis. This can prevent water loss and higher than normal utility bills. Our office will be sending a How to Read Your Meter informational handout with the November/December utility bills that will be mailed on January 10, 2015.

Retrofit Point Bank:

Staff has been diligently working on updating both the retrofit upon resale and rebate points' bank. We will report back with these totals at the January meeting.

**BOARD OF DIRECTORS' MEETING DECEMBER, 2014
ADDENDUM TO GENERAL MANAGER'S REPORT
WASTEWATER SUPERVISOR REPORT**

Wastewater Treatment Plant Operations:

- ✓ Replacing the broken flight drive chain in clarifier 1
- ✓ Preparing monthly report for November to be delivered it to the State Water Resources Control Board.
- ✓ Worked on influent pumps #1 & 3, replaced the check ball and removed a buildup of rags in the pump.
- ✓ All of the flow meters at the plant are scheduled to be calibrated this month.

Collection System Operations:

- ✓ Checked that all the alarms are working at all the lift stations.
- ✓ Worked on pump #1 at lift station B.
- ✓ Replacement pumps for lift station 9 have been installed and FRM is in the final stages of that install. They will start on lift station A1 next.
- ✓ Bob Wright repaired two manholes, one on Santa Rosa creek road and one on Benson.

Laboratory:

- ✓ Conducted monthly sampling and sent them to FGL for analysis.
- ✓ Daily testing to ensure that the plant is in compliance.
- ✓ Conducted the monthly testing of Windsor Bridge East and West wells.

Administrative:

- ✓ Dane Lundy has passed his Grade 2 Waste Water Treatment Plant Operator exam.
- ✓ Ben Eastin passed his Grade 3 Waste Water Treatment Plant Operator exam.
- ✓ Jay Block has transferred from the Facilities and Resources department and is now working at the Wastewater Plant as an Operator in Training (OIT).

Ben Eastin
Wastewater Senior Operator

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF NOVEMBER 2014**

VENDOR NAME	CHECK NUMBER	CHECK DATE	AMOUNT	DESCRIPTION
ACCURATE MAILING SERVICE	59565	11/14/2014	\$795.87	WD/REMAINDER DUE MAILING SEP/OCT UTILITY BILLS
ACCURATE MAILING SERVICE	59565	11/14/2014	\$795.88	WW/REMAINDER DUE MAILING SEP/OCT UTILITY BILLS
ACCURATE MAILING SERVICE	59565	11/14/2014	\$292.01	WD/REMAINDER DUE MAILING SEP/OCT UTILITY BILLS
ACCURATE MAILING SERVICE	59565	11/14/2014	\$292.01	WW/REMAINDER DUE MAILING SEP/OCT UTILITY BILLS
			<u>\$2,175.77</u>	
ACWA	59607	11/20/2014	\$11,045.00	WD/MEMBERSHIP DUES 2015
ADVANTAGE TECH SVCS, INC.	59566	11/14/2014	\$1,445.00	WD/FISCALINI TANK SITE EVALUATION
AGP VIDEO	59473	11/4/2014	\$1,056.25	ADM/VIDEO PROD'N DISTRBTN & STREAM BD MTG 10/23/14
ALL WAYS CLEAN	59497	11/6/2014	\$130.00	WD/WW/MONTHLY CLEANING OCTOBER 2014
			<u>\$130.00</u>	
ALLIANT INSURANCE SERVICES, IN	59609	11/20/2014	\$17,649.00	EWS/POST CLOSURE PERFORMANCE BOND
ALLMAX SOFTWARE, INC.	59567	11/14/2014	\$880.00	WW/OPERATOR 10 DATA MANAGEMENT SUPPORT
ALLSTAR INDUSTRIAL SUPPLY	59608	11/20/2014	\$262.00	WW/EMERGENCY MEDICAL SUPPLIES
ALLSTAR INDUSTRIAL SUPPLY	59639	11/26/2014	\$85.00	WW/SERVICE TO SAFETY CABINETS
			<u>\$347.00</u>	
ALPHA ELECTRICAL SERVICE	59610	11/20/2014	\$210.00	WD/BACKUP GENERATOR SET UP AT SR4
ALPHA ELECTRICAL SERVICE	59610	11/20/2014	\$2,271.25	WD/RELOCATION OF CONTROL PANEL AT RODEO GROUNDS
			<u>\$2,481.25</u>	
AT&T	59568	11/14/2014	\$285.77	WD/ALARM VAN GORDON WELL FIELD NOV 2014
AT&T	59568	11/14/2014	\$60.00	WW/ALARM LIFT STATION B4 SVC THRU 11/24/14
			<u>\$345.77</u>	
AT&T/CALNET2	59640	11/26/2014	\$17.08	WW/ALARM AT LIFT STN B1 924-1038 SVC THRU 11/09/14
AT&T/CALNET2	59640	11/26/2014	\$17.10	WW/ALARM AT LIFT STN B2 924-1068 SVC THRU 11/09/14
AT&T/CALNET2	59640	11/26/2014	\$17.14	WW/ALARM AT LIFT STN B 924-1492 SVC THRU 11/09/14
AT&T/CALNET2	59640	11/26/2014	\$17.08	WW/ALARM AT LIFT STN A 924-1538 SVC THRU 11/09/14
AT&T/CALNET2	59640	11/26/2014	\$17.08	WW/ALARM AT LIFT STN 8 924-1548 SVC THRU 11/09/14
AT&T/CALNET2	59640	11/26/2014	\$17.11	WW/ALARM AT LIFT STN B3 924-1550 SVC THRU 11/09/14
AT&T/CALNET2	59640	11/26/2014	\$17.63	WW/ALARM AT LIFT STN A1 927-1708 SVC THRU 11/09/14
AT&T/CALNET2	59640	11/26/2014	\$17.15	WW/FAX LINE 927-0178 SVC THRU 11/09/14
AT&T/CALNET2	59640	11/26/2014	\$17.10	WD/TELEMETRY SYSTEM 927-0398 SVC THRU 11/09/14
AT&T/CALNET2	59640	11/26/2014	\$32.34	F&R/VETERAN'S HALL ALARM 927-0493 SCV THU 11/09/14
AT&T/CALNET2	59640	11/26/2014	\$17.10	WW/ALARM AT LIFT STN 4 927-1518 SVC THRU 11/09/14
AT&T/CALNET2	59640	11/26/2014	\$17.12	WW/ALARM AT LIFT STN 8 927-1591 SVC THRU 11/09/14
AT&T/CALNET2	59640	11/26/2014	\$17.08	WD/BLDG PUMP STN LEIMERT TANK 1972 SVC TO 11/09/14
AT&T/CALNET2	59640	11/26/2014	\$18.28	ADM/FAX LINE 927-5584 SVC THRU 11/09/14
AT&T/CALNET2	59640	11/26/2014	\$59.48	WD/PHONE AND FAX LINES 927-6226 SVC THRU 11/09/14
AT&T/CALNET2	59640	11/26/2014	\$148.88	FD/PHONE SVC 927-6240 SVC THRU 11/09/14
AT&T/CALNET2	59640	11/26/2014	\$117.02	WW/PHONE SVC 927-6250 SVC THRU 11/09/14
AT&T/CALNET2	59640	11/26/2014	\$288.66	ADM/PHONE SERVICE 927-9223 MAIN OFF 11/09/14
			<u>\$870.43</u>	
BAHRINGER, JAMES	59498	11/6/2014	\$80.40	EWS/REIMBURSE MTG EXP W/K. ACHADJIAN 9/23
BAHRINGER, JAMES	59641	11/26/2014	\$45.32	ADM/REIM TRVL EXP TO SLO- GRAND JURY
			<u>\$125.72</u>	
BIG TREE	59569	11/14/2014	\$1,540.00	WW/FINISH CLEAN UP-HAULING-WEED EATING-SPRA FIELD0
BOB WRIGHT CONSTRUCTION	59656	11/26/2014	\$300.00	WW/MANHOLE REPAIR ON SANTA ROSA CREEK RD
BRENNTAG PACIFIC, INC.	59499	11/6/2014	\$295.03	WD/CHEMICALS 10/08/14
BRENNTAG PACIFIC, INC.	59499	11/6/2014	\$417.78	WD/CHEMICALS 10/28/14

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF NOVEMBER 2014**

VENDOR NAME	CHECK NUMBER	CHECK DATE	AMOUNT	DESCRIPTION
BRENNTAG PACIFIC, INC.	59570	11/14/2014	\$450.16	WW/CHEMICALS 11/05/14
BRENNTAG PACIFIC, INC.	59570	11/14/2014	\$360.05	WD/CHEMICALS 11/05/14
BRENNTAG PACIFIC, INC.	59570	11/14/2014	\$380.02	WD/CHEMICALS 11/06/14
			\$1,903.04	
BURTON'S FIRE, INC.	59474	11/4/2014	\$277.20	FD/MAINT & REPAIR VEHICLES-POWER TAMER
BUSHWHACKER 1	59571	11/14/2014	\$4,703.00	FD/FUEL REDUCTION PROGRAM-WEED ABATEMENT-25 PARCEL
BUSINESSPLANS, INC.	59642	11/26/2014	\$266.00	ADM/MONTHLY HRA PLAN NOVEMBER 2014
CAL-COAST MACHINERY	59572	11/14/2014	\$14.73	F&R/MAINT & REPAIR NON-LIC VEHICLE
CAMBRIA HARDWARE CENTER	59622	11/20/2014	\$108.35	WD/MAINT & REPAIR WATER DISTRIBUTION
CAMBRIA HARDWARE CENTER	59622	11/20/2014	\$23.94	WD/MAINT & REPAIR TREATMENT SYSTEM
CAMBRIA HARDWARE CENTER	59622	11/20/2014	\$96.94	WD/DEPARTMENT OPERATING SUPPLIESM
CAMBRIA HARDWARE CENTER	59622	11/20/2014	\$9.01	WD/SAFETY CLOTHING
CAMBRIA HARDWARE CENTER	59622	11/20/2014	\$445.67	WW/MAINT & REPAIR TREATMENT PLANT
CAMBRIA HARDWARE CENTER	59622	11/20/2014	(\$95.82)	WW/MAINT & REPAIR COLLECTION SYSTEM
CAMBRIA HARDWARE CENTER	59622	11/20/2014	(\$95.83)	WW/MAINT & REPAIR LIFT STATION
CAMBRIA HARDWARE CENTER	59622	11/20/2014	\$26.85	ADM/MAINT & REPAIR BUILDINGS
CAMBRIA HARDWARE CENTER	59622	11/20/2014	\$66.83	F&R/MAINT & REPAIR VET'S HALL
CAMBRIA HARDWARE CENTER	59622	11/20/2014	\$38.41	F&R/DEPARTMENT OPERATING SUPPLIES
CAMBRIA HARDWARE CENTER	59622	11/20/2014	\$4.49	F&R/MAINT & REPAIR VEHICLES
CAMBRIA HARDWARE CENTER	59622	11/20/2014	\$34.39	F&R/MAINT & REPAIR BUUILDINGS
CAMBRIA HARDWARE CENTER	59622	11/20/2014	\$54.93	FD/MAINT & REPAIR BUILDING
			\$718.16	
CAMBRIA ROCK	59518	11/6/2014	\$331.00	WD/1 CU. YARD READY MIX
CAMBRIA VILLAGE SQUARE	59494	11/6/2014	\$3,182.13	ADM/MONTHLY OFFICE LEASE PYMT 1316 TAMSEN 11/2014
CARMEL & NACCASHA LLP	59483	11/6/2014	\$10,000.00	ADM/MONTHLY RETAINER 11/2014
CARMEL & NACCASHA LLP	59500	11/6/2014	\$326.70	FD/GENERAL COUNSEL JULY 204
CARMEL & NACCASHA LLP	59500	11/6/2014	\$6,512.85	ADM/GENERAL COUNSEL JULY 204
CARMEL & NACCASHA LLP	59500	11/6/2014	\$6,636.58	WD/GENERAL COUNSEL JULY 204
CARMEL & NACCASHA LLP	59500	11/6/2014	\$520.57	WW/GENERAL COUNSEL JULY 204
CARMEL & NACCASHA LLP	59500	11/6/2014	(\$8,000.00)	ADM/REVERSE JULY 2014 RETAINER
CARMEL & NACCASHA LLP	59573	11/14/2014	\$8,782.43	ADM/GENERAL COUNSEL OCTOBER 2014
CARMEL & NACCASHA LLP	59573	11/14/2014	\$459.00	RC/GENERAL COUNSEL OCTOBER 2014
CARMEL & NACCASHA LLP	59573	11/14/2014	\$1,133.61	WD/GENERAL COUNSEL OCTOBER 2014
CARMEL & NACCASHA LLP	59573	11/14/2014	\$3,004.74	EWS/GENERAL COUNSEL OCTOBER 2014
CARMEL & NACCASHA LLP	59573	11/14/2014	\$429.00	WW/GENERAL COUNSEL OCTOBER 2014
CARMEL & NACCASHA LLP	59573	11/14/2014	(\$10,000.00)	ADM/REVERSE OCTOBER 2014 RETAINER
CARMEL & NACCASHA LLP	59573	11/14/2014	\$3,367.00	EWS/LITIGATION SERVICES OCTOBER 2014
			\$23,172.48	
CDM SMITH INC.	59574	11/14/2014	\$426.86	EWS/T3-INJECTION WELL DESIGN & BORING
CDM SMITH INC.	59574	11/14/2014	(\$0.03)	EWS/T-4 SURVEY ADJUSTMENT
CDM SMITH INC.	59574	11/14/2014	\$10.13	EWS/T8-ENVIRONMENTAL INTL STUDY-MITIGATED NEGATIVE
CDM SMITH INC.	59574	11/14/2014	\$176,944.27	EWS/INITIAL DESIGN DOCUMENTS FOR PERMITTING
CDM SMITH INC.	59574	11/14/2014	\$32,891.57	EWS/PERMITTING SUPPORT
CDM SMITH INC.	59574	11/14/2014	\$8,832.33	EWS/PROJECT MANAGEMENT
CDM SMITH INC.	59574	11/14/2014	\$14,543.15	EWS/TECH. MEMO.-ADD'L NOISE AND SPRAY EVAP. STUDY
CDM SMITH INC.	59574	11/14/2014	\$256,179.83	EWS/EQUIP PRO-H2O INNOVATION & TROJAN TECHNOLOGIES
CDM SMITH INC.	59574	11/14/2014	\$47,589.15	EWS/TRACER TEST
CDM SMITH INC.	59574	11/14/2014	\$7,565.66	EWS/ENVIRONMENTAL - IS/MND
CDM SMITH INC.	59574	11/14/2014	\$66,495.52	EWS/PERMITTING SUPPORT
CDM SMITH INC.	59574	11/14/2014	\$3,848.29	EWS/TECH MEMOS/ADDITIONAL STUDIES
CDM SMITH INC.	59574	11/14/2014	\$16,265.56	EWS/DESIGN SERVICES DURING CONSTRUCTION
CDM SMITH INC.	59574	11/14/2014	\$89,113.16	EWS/T-3 INJECTION WELL DESIGN & CONSTRUCTION

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF NOVEMBER 2014**

VENDOR NAME	CHECK NUMBER	CHECK DATE	AMOUNT	DESCRIPTION
CDM SMITH INC.	59574	11/14/2014	\$7,841.86	EWS/INITIAL DESIGN DOCUMENTS FOR PERMITTING
CDM SMITH INC.	59574	11/14/2014	\$12,941.56	EWS/COST ESTIMATE
CDM SMITH INC.	59574	11/14/2014	\$10,390.59	EWS/PERMITTING SUPPORT
CDM SMITH INC.	59574	11/14/2014	\$3,823.57	EWS/EQUIPMENT & MATERIAL
CDM SMITH INC.	59574	11/14/2014	\$9,432.14	EWS/PROJECT MANAGEMENT
CDM SMITH INC.	59574	11/14/2014	\$8,884.14	EWS/PROJECT MANAGEMENT
CDM SMITH INC.	59574	11/14/2014	\$219.98	EWS/DESIGN
			<u>\$774,239.29</u>	
CENTRAL COAST BEARINGS	59611	11/20/2014	\$34.58	WW/MAINT & REPAIR LIFT STATION
CENTRAL COAST COFFEE ROASTING	59475	11/4/2014	\$66.96	ADM/OFFICE SUPPLIES
CENTRAL COAST COFFEE ROASTING	59501	11/6/2014	\$89.28	F&R/OFFICE SUPPLIES
			<u>\$156.24</u>	
CHARTER COMMUNICATIONS	59476	11/4/2014	\$175.99	FD/MONTHLY INTERNET SERVICE OCTOBER 2014
CHARTER COMMUNICATIONS	59476	11/4/2014	\$87.99	F&R/MONTHLY INTERNET SERVICE OCTOBER 2014
CHARTER COMMUNICATIONS	59476	11/4/2014	\$185.99	F&R/MONTHLY INTERNET SERVICE OCTOBER 2014
CHARTER COMMUNICATIONS	59476	11/4/2014	\$279.99	ADM/MONTHLY INTERNE SERVICE OCTOBER 2014
CHARTER COMMUNICATIONS	59476	11/4/2014	\$88.00	WD/MONTHLY INTERNE SERVICE OCTOBER 2014
CHARTER COMMUNICATIONS	59476	11/4/2014	\$87.99	WW/MONTHLY INTERNE SERVICE OCTOBER 2014
			<u>\$905.95</u>	
CHEMSEARCH	59612	11/20/2014	\$1,142.73	WD/AUTOMATIC GREASER FOR WD PUMPS
CLAY'S SEPTIC & JETTING, INC.	59575	11/14/2014	\$4,000.00	WW/SERVICE TO PUMP CLARIFIER INFLUENT CHANNEL
CMC RESCUE, INC.	59613	11/20/2014	\$390.00	FD/CARABINER PS LOCK BRT
COAST ELECTRONICS/RADIO	59576	11/14/2014	\$350.00	F&R/ REPROGRAM DEP. MOBILE RADIOS
COASTAL COPY, LP	59502	11/6/2014	\$167.83	ADM/USAGE C3503 9/20/14 - 10/19/14
COOPER, ERIK	59598	11/14/2014	\$25.33	MQ CUSTOMER REFUND FOR COO0029
CORBIN WILLITS SYSTEMS	59484	11/6/2014	\$1,199.12	ADM/MTHLY SUPPORT AGRMT - MOM SOFTWARE 11/2014
CORBIN WILLITS SYSTEMS	59503	11/6/2014	\$2,500.00	EWS/CUSTOM PROGRAMMING FOR EWS
CORBIN WILLITS SYSTEMS	59643	11/26/2014	\$65.00	ADM/SOFTWARE ASSISTANCE-FINANCE MANAGER
CORBIN WILLITS SYSTEMS	59643	11/26/2014	\$390.00	ADM/SOFTWARE ASSISTANCE-FINANCE MANAGER
			<u>\$4,154.12</u>	
CORRPRO COMPANIES, INC.	59577	11/14/2014	\$3,210.00	WD/ANNUAL CATHODIC PROTECTION SYSTEM SVC AGRMNT
COURIER SYSTEMS	59504	11/6/2014	\$12.36	ADM/DELIVERY SERVICE TO CARMEL & NACCASHA 10/29/14
COURIER SYSTEMS	59578	11/14/2014	\$24.48	ADM/DELIVERY SERVICE TO CROSBY CPS 11/5/14
			<u>\$36.84</u>	
CRYSTAL SPRINGS WATER CO.	59579	11/14/2014	\$9.07	WD/SPRING DRINKING WATER OCT 2014
CRYSTAL SPRINGS WATER CO.	59579	11/14/2014	\$9.07	WW/SPRING DRINKING WATER OCT 2014
CRYSTAL SPRINGS WATER CO.	59579	11/14/2014	\$23.72	WD/SPRING DRINKING WATER OCT 2014
CRYSTAL SPRINGS WATER CO.	59579	11/14/2014	\$23.72	WW/SPRING DRINKING WATER OCT 2014
			<u>\$65.58</u>	
CULLIGAN-KITZMAN WATER	59580	11/14/2014	\$80.00	FD/WATER SOFTENER & PE HC SOFT 14 DAY SERVICE
EMPLOYMENT DEVELOPMENT DEPT UN	59527	11/13/2014	\$3,149.93	ADM/UNEMPLOYMENT BENEFITS
ERIC'S EQUIPMENT REPAIR	59615	11/20/2014	\$35.17	FD/MAINT & REPAIR ENGINE 5791
ERIC'S EQUIPMENT REPAIR	59615	11/20/2014	\$26.09	FD/MAINT & REPAIR ENGINE 5791
ERIC'S EQUIPMENT REPAIR	59615	11/20/2014	\$315.99	FD/MAINT & REPAIR ENGINE 5791
			<u>\$377.25</u>	

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF NOVEMBER 2014**

VENDOR NAME	CHECK NUMBER	CHECK DATE	AMOUNT	DESCRIPTION
FENCE FACTORY, THE	59505	11/6/2014	\$52.50	F&R/FENCE RENTAL 10/14 - 11/14
FERGUSON ENTERPRISES, INC #135	59506	11/6/2014	\$9,820.07	WD/MAINT & REPAIR DISTRIBUTION
FERGUSON ENTERPRISES, INC #135	59506	11/6/2014	\$271.77	WD/MAINT & REPAIR DISTRIBUTION
FERGUSON ENTERPRISES, INC #135	59506	11/6/2014	\$910.99	WD/MAINT & REPAIR DISTRIBUTION
FERGUSON ENTERPRISES, INC #135	59616	11/20/2014	\$147.30	WD/SERVICE CHARGE FOR OCTOBER 2014
			<u>\$11,150.13</u>	
FGL ENVIRONMENTAL	59507	11/6/2014	\$100.00	WD/ORGANIC ANALYSIS 09/30/14
FGL ENVIRONMENTAL	59507	11/6/2014	\$56.00	WD/INORGANIC ANALYSIS 09/30/14
FGL ENVIRONMENTAL	59507	11/6/2014	\$125.00	WD/BACTI ANALYSIS 10/07/2014
FGL ENVIRONMENTAL	59507	11/6/2014	\$110.00	WD/BACTI & SUPPORT ANALYSIS 10/07/14
FGL ENVIRONMENTAL	59507	11/6/2014	\$20.00	WD/BACTI ANALYSIS 10/07/14
FGL ENVIRONMENTAL	59507	11/6/2014	\$56.00	WD/INORGANIC ANALYSIS 10/07/14
FGL ENVIRONMENTAL	59507	11/6/2014	\$100.00	WD/ORGANIC ANALYSIS 10/07/14
FGL ENVIRONMENTAL	59507	11/6/2014	\$56.00	WD/INORGANIC ANALYSIS 10/14/14
FGL ENVIRONMENTAL	59507	11/6/2014	\$90.00	WD/BACTI & SUPPORT ANALYSIS 10/21/14
FGL ENVIRONMENTAL	59507	11/6/2014	\$20.00	WD/BACTI ANALYSIS 10/21/14
FGL ENVIRONMENTAL	59507	11/6/2014	\$56.00	WD/INORGANIC ANALYSIS 10/21/14
FGL ENVIRONMENTAL	59581	11/14/2014	\$100.00	WD/ORGANIC ANALYSIS 10/14/14
FGL ENVIRONMENTAL	59581	11/14/2014	\$20.00	WD/BACTI ANALYSIS 10/14/14
FGL ENVIRONMENTAL	59581	11/14/2014	\$90.00	WD/BACTI & SUPPORT ANALYSIS 10/14/14
FGL ENVIRONMENTAL	59581	11/14/2014	\$25.00	WD/BACTI ANALYSIS 10/14/14
FGL ENVIRONMENTAL	59581	11/14/2014	\$95.00	WD/ORGANIC ANALYSIS 10/21/14
FGL ENVIRONMENTAL	59581	11/14/2014	\$20.00	WD/BACTI ANALYSIS 10/28/14
FGL ENVIRONMENTAL	59581	11/14/2014	\$90.00	WD/BACTI & SUPPORT ANALYSIS 10/28/14
FGL ENVIRONMENTAL	59581	11/14/2014	\$25.00	WD/BACTI ANALYSIS 10/28/14
FGL ENVIRONMENTAL	59644	11/26/2014	\$434.00	WW/INORGANIC, ORGANIC & SUPPORT ANALYSIS 9/9/14
FGL ENVIRONMENTAL	59644	11/26/2014	\$54.00	WW/INORGANIC ANALYSIS 9/8/14
FGL ENVIRONMENTAL	59644	11/26/2014	\$1,044.00	WW/INORGANIC ANALYSIS 10/6/14
FGL ENVIRONMENTAL	59644	11/26/2014	\$54.00	WW/INORGANIC ANALYSIS 10/7/14
FGL ENVIRONMENTAL	59644	11/26/2014	\$42.00	WW/INORGANIC ANALYSIS 10/21/14
FGL ENVIRONMENTAL	59644	11/26/2014	\$25.00	WD/BACTI ANALYSIS 11/4/14
			<u>\$2,907.00</u>	
FILTRONICS	59582	11/14/2014	\$1,237.12	EWS/FILTRONICS PLANT VALVE POSITION INDICATORS
FIRE SERVICE SPECIFICATIO	59617	11/20/2014	\$310.92	FD/HOLMATRO COUPLER AND SERVICE
FIRST BANKCARD	59485	11/6/2014	\$0.00	ADM/A RICE VISA CHARGES OCT 2014
FIRST BANKCARD	59485	11/6/2014	\$25.00	CSDA CONFERENCE PALM SPRINGS
FIRST BANKCARD	59485	11/6/2014	\$25.00	CSDA CONFERENCE PALM SPRINGS
FIRST BANKCARD	59485	11/6/2014	\$45.00	CSDA CONFERENCE PALM SPRINGS
FIRST BANKCARD	59485	11/6/2014	\$13.55	CSDA CONFERENCE PALM SPRINGS
FIRST BANKCARD	59485	11/6/2014	\$653.93	CSDA CONFERENCE PALM SPRINGS
FIRST BANKCARD	59485	11/6/2014	\$0.00	R&R/C MENDOZA VISA CHARGES OCT 2014
FIRST BANKCARD	59485	11/6/2014	\$798.72	TEN THOUSAND TRAIL MAP BROCHURES
FIRST BANKCARD	59485	11/6/2014	\$0.00	ADM/J GRUBER VISA CHARGES FOR OCT 2014
FIRST BANKCARD	59485	11/6/2014	\$54.47	EWS MEETING WITH DIRECTOR RICE
FIRST BANKCARD	59485	11/6/2014	\$67.24	ATTENDED BOARD OF SUPERVISORS MEETING
FIRST BANKCARD	59485	11/6/2014	\$19.40	ADMINISTRATIVE SUPPLIES
FIRST BANKCARD	59485	11/6/2014	\$95.94	EWS SITE MEETING
FIRST BANKCARD	59485	11/6/2014	\$0.00	FD/M MILLER VISA CHARGES OCT 2014
FIRST BANKCARD	59485	11/6/2014	\$72.42	SAN LUIS OBISPO COUNTY FIRE CHIEFS MEETING
FIRST BANKCARD	59485	11/6/2014	\$68.00	ALLAN HANCOCK COLLEGE TRAINING
FIRST BANKCARD	59485	11/6/2014	\$92.00	S-290 ALLAN HANCOCK COLLEGE TRAINING
FIRST BANKCARD	59485	11/6/2014	\$59.95	MISCELLANEOUS REIMBURSEMENT
FIRST BANKCARD	59485	11/6/2014	\$53.81	MICHAEL BAKER INTL OVERNIGHT PACKAGE
FIRST BANKCARD	59485	11/6/2014	\$200.00	WATER OPERATOR ADVERTISEMENT
FIRST BANKCARD	59485	11/6/2014	\$200.00	WASTE WATER OPERATOR ADVERTISEMENT
FIRST BANKCARD	59485	11/6/2014	\$100.00	WATER OPERATOR ADVERTISEMENT

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FIRST BANKCARD	59485	11/6/2014	\$250.00	WASTE WATER OPERATOR ADVERTISEMENT
FIRST BANKCARD	59485	11/6/2014	\$100.00	WASTE WATER OPERATOR ADVERTISEMENT
FIRST BANKCARD	59485	11/6/2014	\$250.00	WATER OPERATOR ADVERTISEMENT
FIRST BANKCARD	59485	11/6/2014	\$798.00	GRUBER LABOR RELATIONS TRAINING & SIMULATION
FIRST BANKCARD	59485	11/6/2014	\$345.00	CALPELRA SPECIAL ACADEMY TRAINING
FIRST BANKCARD	59485	11/6/2014	\$534.64	WIRELESS ROUTER 5500 HEATH LANE
FIRST BANKCARD	59485	11/6/2014	\$534.64	WIRELESS ROUTER 5500 HEATH LANE
FIRST BANKCARD	59485	11/6/2014	\$595.62	UPGRADED COMPUTER TO REPLACE CCX COMPUTER
FIRST BANKCARD	59485	11/6/2014	\$595.62	UPGRADED COMPUTER TO REPLACE CCX COMPUTER
FIRST BANKCARD	59485	11/6/2014	\$243.92	AUTOMATIC ELECTRIC LETTER OPENER
FIRST BANKCARD	59485	11/6/2014	\$50.67	EWS TRIP DWP MEETING
			<u>\$6,942.54</u>	
GARDENSOFT	59618	11/20/2014	\$210.00	RC/WATER WISE WEBSITE LICENSE 12/14 - 12/15
GERBER'S AUTO SERVICE	59583	11/14/2014	\$478.09	WD/MAINT & REPAIR VEHICLE- FORD F150 LIC#1192810
GERBER'S AUTO SERVICE	59583	11/14/2014	\$77.47	WW/MAINT & REPAIR VEHICLE FORD F250 LIC# 1396729
GERBER'S AUTO SERVICE	59645	11/26/2014	\$1,269.26	WW/MAINT & REPAIR VEHICLE-FORD F250 LIC# 1396729
GERBER'S AUTO SERVICE	59645	11/26/2014	\$646.45	WW/MAINT & REPAIR VEHICLE-FORD F150 LIC# 1192809
GERBER'S AUTO SERVICE	59645	11/26/2014	\$53.28	F&R/MAINT & REPAIR VEHICLE-FORD F350 LIC#1396592
			<u>\$2,524.55</u>	
GOLD COAST ENVIRONMENTAL	59619	11/20/2014	\$3,749.75	WD/CALIBRATION OF CL2 & TURBIDITY MONITORING
GRAINGER	59620	11/20/2014	\$288.10	WW/20FT EXTENSION LADDER
GREEN, JAMES FIRE RESERVIST	59621	11/20/2014	\$40.00	FD/REIMB. FOR CERTIFICATION FF1 SFT
GRESENS, ROBERT C.	59487	11/6/2014	\$45.00	WD/WIRELESS REIMB 11/2014
GRUBER, JEROME	59488	11/6/2014	\$45.00	ADM/WIRELESS REIMB 11/2014
HARVEYS HONEYHUTS	59584	11/14/2014	\$1,677.38	RC/PORTABLE TOILET RENTAL CENTER ST. 9/14-10/14
HARVEYS HONEYHUTS	59584	11/14/2014	\$1,677.38	RC/PORTABLE TOILET RENTAL SHEFFIELD 08/14-09/14
HARVEYS HONEYHUTS	59584	11/14/2014	\$279.23	RC/PORTABLE TOILET RENTAL VET'S HALL 10/14
			<u>\$3,633.99</u>	
HENRY SCHEIN, INC.	59509	11/6/2014	\$2,524.91	FD/MEDICAL SAFETY SUPPLIES
HENRY SCHEIN, INC.	59509	11/6/2014	\$10,099.63	FD/MEDICAL SAFETY SUPPLIES
			<u>\$12,624.54</u>	
HINKLE, STELLA	59599	11/14/2014	\$53.03	MQ CUSTOMER REFUND FOR HIN0010
HOME DEPOT CREDIT SERVICE	59623	11/20/2014	\$496.46	WD/SUPPLIES TO PAINT PUMP HOUSE
HOME DEPOT CREDIT SERVICE	59646	11/26/2014	\$848.59	F&R/SMALL TOOLS & EQUIPMENT
HOME DEPOT CREDIT SERVICE	59646	11/26/2014	\$79.75	F&R/MAINT & REPAIR RANCH
			<u>\$1,424.80</u>	
ICMA MEMBERSHIP PAYMENTS	59510	11/6/2014	\$1,382.89	ADM/ICMA MEMBERSHIP RENEWAL - J. GRUBER
INNOVATIVE CONCEPTS	59489	11/6/2014	\$25.00	ADM/CIS HOSTING & FIRE WEBSITE HOSTING 11/2014
INNOVATIVE CONCEPTS	59489	11/6/2014	\$25.00	FD/CIS HOSTING & FIRE WEBSITE HOSTING 11/2014
INNOVATIVE CONCEPTS	59624	11/20/2014	\$33.75	WD/ASSISTANCE W/ PAYMENT ENTRY ON CIS
			<u>\$83.75</u>	
J B DEWAR	59478	11/4/2014	\$1,418.19	FD/160 GLS GASOLINE, 260 GLS DIESEL
J B DEWAR	59511	11/6/2014	\$982.66	F&R/214 GLS GASOLINE & 75 GLS DIESEL
J B DEWAR	59585	11/14/2014	\$1,647.25	WW/490 GLS DIESEL
J B DEWAR	59585	11/14/2014	\$685.39	FD/200 GLS DIESEL
J B DEWAR	59585	11/14/2014	\$1,987.63	WW/ 580 GLS DIESEL
J B DEWAR	59647	11/26/2014	\$1,367.54	F&R/300 GLS GASOLINE & 109.3 GLS DIESEL

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VENDOR NAME	CHECK NUMBER	CHECK DATE	AMOUNT	DESCRIPTION
			<u>\$8,088.66</u>	
JACKSON, CHARLES/BABETTE	59600	11/14/2014	\$21.02	MQ CUSTOMER REFUND
JACOBSEN, SHALYNN	59601	11/14/2014	\$34.65	MQ CUSTOMER REFUND
JOHN DEERE FINANCIAL	59490	11/6/2014	\$522.49	F&R/MONTHLY PYMT COMPACT UTILITY TRACTOR 11/2014
KERN, LADAWN/MICHAEL	59526	11/6/2014	\$3,278.71	MQ CUSTOMER REFUND
KOHN, MICHAEL J.	59528	11/13/2014	\$75.00	RC/REBATE REPLACE (3) 3 GLN TLTS W/1.28 GLN TLTS
LABOSSIERE, J. ALLEYNE	59586	11/14/2014	\$4,935.00	ADM/PROF SERVICES 10/1/14 - 10/31/14
LAHR ELECTRIC MOTORS	59587	11/14/2014	\$2,103.81	WW/MAINT & REPAIR TREATMENT PLANT
LIBERTY COMPOSTING, INC.	59588	11/14/2014	\$16,751.83	WD/BIOSOLIDS HAULING & DUMPING 10/1/14 - 10/31/14
LIBERTY COMPOSTING, INC.	59625	11/20/2014	\$115.00	WW/BIOSOLIDS TESTING
			<u>\$16,866.83</u>	
LOPEZ, MORTIMER dba	59629	11/20/2014	\$745.00	WD/RE-WORK DAMAGED GATE AT RODEO GROUNDS
MADRID, MONIQUE	59512	11/6/2014	\$39.48	ADM/REIMB TRVL EXP-MTG W/ DISTRICT COUNSEL 10/8/14
MADRID, MONIQUE	59512	11/6/2014	\$38.36	ADM/REIMB TRVL EXP HUMAN RESOURCES TRNG 10/22/14
MADRID, MONIQUE	59626	11/20/2014	\$19.04	ADM/REIMB TRVL EXP-TO SLO FOR PURCHAE OF WD PHONE
			<u>\$96.88</u>	
MALONEY, RYAN S	59495	11/6/2014	\$879.33	FD/TRAVEL REIMB INSTRUCTOR 1B TRAINING 10/26/14
MCCORMICK'S TREE SERVICE	59648	11/26/2014	\$900.00	F&R/REMOVE & HAUL WILLOWS AT 2298 CAMBORNE
MCMaster-CARR SUPPLY CO	59627	11/20/2014	\$117.65	WW/BUSHING- BORE PULLEY & QUICK DISCONNECT
MCPHERSON, LEILI	59529	11/13/2014	\$100.00	RC/REBATE NEW LOW FLOW WASHING MACHINE
MEJIA, LUIS FERNANDO	59602	11/14/2014	\$29.21	MQ CUSTOMER REFUND
MENDOZA, CARLOS	59491	11/6/2014	\$22.50	F&R/WIRELESS REIMB 11/2014
MENDOZA, CARLOS	59491	11/6/2014	\$22.50	ADM/WIRELESS REIMB 11/2014
			<u>\$45.00</u>	
MID-COAST FIRE PROTECTION	59479	11/4/2014	\$195.00	FD/ANNUAL FIRE SPRINKLER & INSPECTION 10/22/2014
MILLER DRILLING COMPANY	59589	11/14/2014	\$1,886.63	WD/RODEO GROUNDS-20P9LB2 SEAL KIT AND MOTOR
MILLER DRILLING COMPANY	59628	11/20/2014	\$7,099.30	WD/RODEO GROUNDS BOOSTER STATION-50HP BERKLEY
			<u>\$8,985.93</u>	
MILLER, MARK	59492	11/6/2014	\$45.00	FD/WIRELESS REIMB 11/2014
MINER'S ACE HARDWARE	59513	11/6/2014	\$83.68	F&R/MAINT & REPAIR VET'S HALL
MISSION LINEN SUPPLY	59514	11/6/2014	\$148.15	WW/LINEN SERVICE & UNIFORM CLEANING AUGUST 2014
NAPA AUTO PARTS	59515	11/6/2014	\$25.00	F&R/OFFICE SUPPLIES FOR VET'S HALL
NAPA AUTO PARTS	59515	11/6/2014	\$5.55	WD/MAINT & REPAIR VEHICLES
NAPA AUTO PARTS	59515	11/6/2014	\$27.91	WD/MAINT & REPAIR VEHICLES
NAPA AUTO PARTS	59515	11/6/2014	\$22.23	F&R/MAINT & REPAIR VEHICLES-NON LICENSED
NAPA AUTO PARTS	59515	11/6/2014	\$15.03	WW/MAINT & REPAIR COLLECTION SYSTEM
NAPA AUTO PARTS	59515	11/6/2014	\$10.74	F&R/MAINT & REPAIR VEHICLES
NAPA AUTO PARTS	59515	11/6/2014	\$5.04	F&R/MAINT & REPAIR VEHICLES
NAPA AUTO PARTS	59515	11/6/2014	\$20.40	WD/MAINT & REPAIR VEHICLES

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NAPA AUTO PARTS	59515	11/6/2014	\$10.42	F&R/MAINT & REPAIR VEHICLES
			<u>\$142.32</u>	
NATIONAL METER & AUTOMATION	59590	11/14/2014	\$6,788.63	WD/READCENTER DATA UPGRADE
NFPA	59649	11/26/2014	\$876.36	FD/F.P. WEEK MATERIALS FOR SCHOOL CHILDREN
NORTH COAST TREE SERVICE	59516	11/6/2014	\$200.00	F&R/REMOVE DEAD PINE OFF WARREN RD
NOVUSOLUTIONS	59530	11/13/2014	\$4,950.00	ADM/ANNUAL SUBSCRIPTION FOR 10/8/14 - 10/7/15
OUTLAND INC,	59603	11/14/2014	\$49.28	MQ CUSTOMER REFUND
PACIFIC GAS & ELECTRIC	59493	11/6/2014	\$19.05	ADM/ELEC SVC 1316 TAMSEN #203 OCT 2014
PACIFIC GAS & ELECTRIC	59493	11/6/2014	\$9.53	F&R/ELEC SVC VAN GORDON CRK RD OCT 2014
PACIFIC GAS & ELECTRIC	59493	11/6/2014	\$23.58	WD/9110 CHARING LN OCT 2014
PACIFIC GAS & ELECTRIC	59493	11/6/2014	\$449.36	WD/1320 SAN SIMEON CRK RD OCT 2014
PACIFIC GAS & ELECTRIC	59493	11/6/2014	\$2,858.59	WD/1330 SAN SIMEON CRK WELL SS-2 OCT 2014
PACIFIC GAS & ELECTRIC	59493	11/6/2014	\$2,803.22	WD/134 SAN SIMEON CRK WELL SS-1 OCT 2014
PACIFIC GAS & ELECTRIC	59493	11/6/2014	\$535.48	WD/6425 CAMBRIA PINES RD LEIMERT TANK OCT 2014
PACIFIC GAS & ELECTRIC	59493	11/6/2014	\$32.16	WD/988 MANOR WAY OCT 2014
PACIFIC GAS & ELECTRIC	59493	11/6/2014	\$3,360.21	WD/2031 RODEO GROUNDS WATER YARD OCT 2014
PACIFIC GAS & ELECTRIC	59493	11/6/2014	\$588.84	WD/2499 VILLAGE LN WELL SR-3 OCT 2014
PACIFIC GAS & ELECTRIC	59493	11/6/2014	\$393.04	WD/975 STUART STREET TANKS OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$36.48	F&R/WEST VILLAGE OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$14.42	F&R/EAST VILLAGE OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$1,185.74	F&R/STREET LIGHTING OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$324.85	F&R/VET'S HALL OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$580.79	FD/2850 BURTON DRIVE OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$23.45	FD/2850 BURTON DRIVE OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$430.42	ADM/ADMIN OFFICE OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$115.95	ADM/RADIO SHACK OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$1,544.66	WD/ELEC SVC SR CRK WELL PUMP OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$290.78	WW/LIFT STA A OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$168.98	WW/LIFT STA 9 OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$96.04	WW/LIFT STA B-2 OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$233.24	WW/LIFT STA A-1 OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$400.59	WW/LIFT STA B OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$145.80	WW/LIFT STA B-3 OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$259.61	WW/LIFT STA B-4 OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$48.54	WW/LIFT STA WELL 9P7 OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$19.92	WW/LIFT STA LIFT STA 8 OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$12,314.06	WW/TREATMENT PLANT OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$18.30	WW/LIFT STA 4 OCT 2014
PACIFIC GAS & ELECTRIC	59592	11/14/2014	\$110.86	WW/LIFT STA B1 OCT 2014
			<u>\$29,436.54</u>	
PASO ROBLES FORD	59591	11/14/2014	\$3,993.88	WD/MAINT & REPAIR VEHICLE- FORD F350 LIC #1148463
PICTURE IT FRAMED	59650	11/26/2014	\$61.71	ADM/FRAME FOR PROCLAMATION
QUILL CORP	59480	11/4/2014	\$16.11	ADM/OFFICE SUPPLIES
QUILL CORP	59480	11/4/2014	\$338.61	FD/OFFICE SUPPLIES
QUILL CORP	59480	11/4/2014	\$57.11	ADM/OFFICE SUPPLIES
QUILL CORP	59480	11/4/2014	\$32.38	ADM/OFFICE SUPPLIES
QUILL CORP	59480	11/4/2014	\$15.46	ADM/OFFICE SUPPLIES
QUILL CORP	59480	11/4/2014	\$92.87	ADM/OFFICE SUPPLIES
QUILL CORP	59480	11/4/2014	\$213.10	ADM/OFFICE SUPPLIES
QUILL CORP	59480	11/4/2014	\$26.11	ADM/OFFICE SUPPLIES
QUILL CORP	59480	11/4/2014	\$115.09	ADM/OFFICE SUPPLIES
			<u>\$906.84</u>	

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RAIN FOR RENT	59517	11/6/2014	\$126.12	EWS/LATE CHARGES FOR INV# 03105- 0736 & 1228
RAIN FOR RENT	59517	11/6/2014	\$818.40	WD/MAINT & REPAIR SR4 WELL
			<u>\$944.52</u>	
REGIONAL GOVERNMENT SERVICES	59630	11/20/2014	\$8,280.00	EWS/ADM/FINANCIAL SERVICES OCTOBER 2014
REGIONAL GOVERNMENT SERVICES	59630	11/20/2014	\$3,600.00	EWS/ADM/FINANCIAL SERVICES OCTOBER 2014
REGIONAL GOVERNMENT SERVICES	59630	11/20/2014	\$4,365.00	EWS/ADM/FINANCIAL SERVICES OCTOBER 2014
			<u>\$16,245.00</u>	
RETIREE00	59534	11/14/2014	\$414.78	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE01	59535	11/14/2014	\$700.91	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE02	59536	11/14/2014	\$557.84	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE04	59537	11/14/2014	\$414.78	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE05	59538	11/14/2014	\$414.78	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE06	59539	11/14/2014	\$146.39	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE07	59540	11/14/2014	\$289.45	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE08	59541	11/14/2014	\$414.78	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE09	59542	11/14/2014	\$146.39	ADM/MONTHLY HEALTH INSUR PREM REIMB FOR DEC '14
RETIREE10	59543	11/14/2014	\$289.45	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE11	59544	11/14/2014	\$146.39	FR/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE12	59545	11/14/2014	\$700.91	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE13	59546	11/14/2014	\$195.37	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE14	59547	11/14/2014	\$146.39	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE15	59548	11/14/2014	\$146.39	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE16	59549	11/14/2014	\$414.78	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE17	59550	11/14/2014	\$191.28	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE19	59551	11/14/2014	\$887.96	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE20	59552	11/14/2014	\$83.08	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE21	59553	11/14/2014	\$414.78	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE22	59554	11/14/2014	\$700.91	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE23	59555	11/14/2014	\$414.78	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE24	59556	11/14/2014	\$146.39	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE26	59557	11/14/2014	\$947.78	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE27	59558	11/14/2014	\$700.91	FR/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE28	59559	11/14/2014	\$414.78	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE29	59560	11/14/2014	\$414.78	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE30	59561	11/14/2014	\$700.91	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE31	59562	11/14/2014	\$289.45	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE32	59563	11/14/2014	\$700.91	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
RETIREE33	59564	11/14/2014	\$289.45	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR DEC '14
			<u>\$12,837.93</u>	
RITTERBUSH REPAIR SERVICE	59631	11/20/2014	\$1,000.00	FD/MAINT & REPAIR W.T 57, ENG 5797
RUTAN & TUCKER, LLP	59531	11/13/2014	\$3,510.50	EWS/SPECIAL COUNSEL JUL 2014
RUTAN & TUCKER, LLP	59531	11/13/2014	\$4,639.20	EWS/SPECIAL COUNSEL AUG 2014
			<u>\$8,149.70</u>	
SAN LUIS SECURITY SYSTEMS	59519	11/6/2014	\$126.00	ADM/SECURITY SYSTEM 1316 TAMSEN 12/14 - 02/15
SHIELDS CONSULTING GROUP	59532	11/13/2014	\$610.70	ADM/PREP & SUBMISSION OF STATE CLAIMS REMIBSMNT
SLO COUNTY	59593	11/14/2014	\$296.00	F&R/ANNUAL HAZMAT DISCLOSURE
SLO COUNTY	59593	11/14/2014	\$561.00	WW/ANNUAL HAZMAT DISCLOSURE & TANK PERMIT & APSA
SLO COUNTY	59593	11/14/2014	\$296.00	WD/ANNUAL HAZMAT DISCLOSURE & SITE SURCHARGE SR4
SLO COUNTY	59593	11/14/2014	\$296.00	WD/ANNUAL HAZMAT DISCLOSURE & SITE FEES SAN SIMEON
SLO COUNTY	59632	11/20/2014	\$296.00	FD/HAZ MAT HANDLER FEE & SURCHARGES
			<u>\$1,745.00</u>	
SLO COUNTY PUBLIC WORKS	59633	11/20/2014	\$703.12	WW/MAIN ST BRIDGE PROJECT-RAISING MANHOLE TO GRDE

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF NOVEMBER 2014**

VENDOR NAME	CHECK NUMBER	CHECK DATE	AMOUNT	DESCRIPTION
SLO COUNTY TAX COLLECTOR	59651	11/26/2014	\$27.70	ADM/APN:024.353.029 NORTON LOT
SLO COUNTY TAX COLLECTOR	59651	11/26/2014	\$1,372.48	ADM/APN:013.051.016 LONE PALM LOT
SLO COUNTY TAX COLLECTOR	59651	11/26/2014	\$36.28	ADM/APN:013.051.008
SLO COUNTY TAX COLLECTOR	59651	11/26/2014	\$996.60	ADM/APN:013.101.075 VET'S HALL
SLO COUNTY TAX COLLECTOR	59651	11/26/2014	\$557.20	ADM/APN:013.101.072 VACANT LOT
			<u>\$2,990.26</u>	
SOMACH, SIMMONS & DUNN	59520	11/6/2014	\$1,690.00	WD/LEGAL SERVICES SEPTEMBER 2014
SOTO, RAFAEL	59533	11/13/2014	\$50.00	RC/REBATE REPLACE (2) 3.0 GLN TLTS W/1.28 GLN TLTS
STATE OF CALIF BOARD OF EQUALI	59521	11/6/2014	\$220.76	WD/WATER RIGHTS FEE 7/1/14-6/30/15
STATE OF CALIF BOARD OF EQUALI	59634	11/20/2014	\$179.46	WD/WATER RIGHTS WR STF 094-012000-SANTA ROSA CREEK
			<u>\$400.22</u>	
STATE WATER RES.CTRL.BRD.	59652	11/26/2014	\$300.00	WW/GRADE III LICENSE FOR B. EASTIN
STATE WATER RESOURCE CONTROL B	59594	11/14/2014	\$1,632.00	WW/ANNUAL PERMIT FEES FACILITY ID 3 40I013355
SWCRB FEES	59496	11/6/2014	\$36,223.00	EWS/PERMIT FEES FOR WASTE DISCHG REQUIREMENTS
SWCRB FEES	59635	11/20/2014	\$2,088.00	EWS/LOW THREAT D/C PERMIT FOR PLANT COMMISIONING
			<u>\$40,243.00</u>	
TAYLOR, TODD	59604	11/14/2014	\$9.69	MQ CUSTOMER REFUND FOR TAY0023
TERRAIN	59636	11/20/2014	\$2,480.00	WW/CONST ADM SVCS/AERATION BASIN CLEAN & IMPR 40%
TERRAIN	59636	11/20/2014	\$3,360.00	WW/FINANCIAL PARTNERING AND CONSULTING SERVICES
			<u>\$5,840.00</u>	
TEXAS REFINERY CORP.	59481	11/4/2014	\$252.78	FD/DZL-LENE XL/10- ONE CASE
THE DOCUTEAM	59614	11/20/2014	\$330.50	ADM/DOCUMENT STORAGE OCTOBER 2014
THE GAS COMPANY	59477	11/4/2014	\$85.00	F&R/GAS SVC VETERAN'S HALL OCT 2014
THE GAS COMPANY	59477	11/4/2014	\$4.00	FD/GAS SVC 5490 HEATH LANE OCT 2014
THE GAS COMPANY	59477	11/4/2014	\$29.82	WW/GAS SVC 5500 HEATH LANE #8 OCT 2014
THE GAS COMPANY	59477	11/4/2014	\$32.83	WW/GAS SVC 5500 HEATH LANE OCT 2014
THE GAS COMPANY	59486	11/6/2014	\$43.78	FD/GAS SVC 2850 BURTON DR OCT 2014
			<u>\$195.43</u>	
THOMAS S. GRAY	59508	11/6/2014	\$3,000.00	EWS/PUBLIC OUTREACH SERVICES OCTOBER 2014
THOMPSON, JAMES & DORIS	59637	11/20/2014	\$99.80	ADM/APN 024.261.027 REIM. DEPOSIT FOR WL ASSNMNT
THOMPSON, MICHAEL	59522	11/6/2014	\$41.44	ADM/REIMBURSE TRVL EXP SLO BOS MTG 9/23/14
USA BLUE BOOK	59523	11/6/2014	\$254.17	WD/LOCK-HIGH SECURITY MASTER 1KA
USA BLUE BOOK	59595	11/14/2014	\$1,922.73	WD/MAINT & REPAIR PUMPS - PRESSURE TRANSMITTER
USA BLUE BOOK	59595	11/14/2014	\$306.60	WD/MAINT & REPAIR STORAGE TANKS
			<u>\$2,483.50</u>	
VARO-REAL ESTATE INVESTMENTS I	59605	11/14/2014	\$35.56	MQ CUSTOMER REFUND
VERIZON WIRELESS	59653	11/26/2014	\$90.86	FD/MONTHLY CELL PHONE SERVICE OCT 2014
VERIZON WIRELESS	59653	11/26/2014	\$28.42	FD/MONTHLY CELL PHONE SERVICE OCT 2014
VERIZON WIRELESS	59653	11/26/2014	\$290.42	FD/MONTHLY CELL PHONE SERVICE OCT 2014
VERIZON WIRELESS	59653	11/26/2014	\$34.30	FD/MONTHLY CELL PHONE SERVICE OCT 2014
			<u>\$444.00</u>	
WAYNE'S TIRE, INC.	59524	11/6/2014	\$133.41	FD/MAINT & REPAIR VEHICLES
WAYNE'S TIRE, INC.	59596	11/14/2014	\$1,708.31	FD/ENG 5791- 2 TIRES
			<u>\$1,841.72</u>	

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF NOVEMBER 2014**

VENDOR NAME	CHECK NUMBER	CHECK DATE	AMOUNT	DESCRIPTION
WHITE, GLORIA	59654	11/26/2014	\$99.80	RC/REFUND DEPOSIT FOR WL ASNMT APN:024.261.027
WIELAND, CAROLYN	59606	11/14/2014	\$18.67	MQ CUSTOMER REFUND
WINSOR CONSTRUCTION, INC.	59525	11/6/2014	\$60.50	F&R/CLASS II BASE FOB 4.13 TON 10/20/14
WINSOR CONSTRUCTION, INC.	59525	11/6/2014	\$20.00	F&R/GREEN WASTE DISPOSAL 10/22/14
WINSOR CONSTRUCTION, INC.	59525	11/6/2014	\$20.00	F&R/GREEN WASTE DISPOSAL 10/29/14
WINSOR CONSTRUCTION, INC.	59638	11/20/2014	\$400.00	WW/LOADER RENTAL 10/22/14
WINSOR CONSTRUCTION, INC.	59655	11/26/2014	\$40.00	F&R/GREEN WASTE DISPOSAL
			<u>\$540.50</u>	
WQI	59597	11/14/2014	\$700.00	WW/TRAINING CLASS 9/24/14-9/27/14
AFLAC (AMER FAM LIFE INS)	3943	11/7/2014	\$186.43	VOLUNTARY INS-PRETAX
AFLAC (AMER FAM LIFE INS)	3943	11/7/2014	\$36.37	VOLUNTARY INS-PRETAX
AFLAC (AMER FAM LIFE INS)	3958	11/21/2014	\$186.43	VOLUNTARY INS-PRETAX
AFLAC (AMER FAM LIFE INS)	3958	11/21/2014	\$36.37	VOLUNTARY INS-PRETAX
			<u>\$445.60</u>	
AMERITAS	3969	11/26/2014	\$2,440.78	DENTAL INSURANCE-YER
AMERITAS	3969	11/26/2014	(\$27.20)	DENTAL INSURANCE-YER
AMERITAS	3969	11/26/2014	(\$6.04)	DENTAL INSURANCE-YER
AMERITAS	3969	11/26/2014	(\$0.06)	DENTAL INSURANCE-YER
AMERITAS	3969	11/26/2014	\$348.76	DENTAL INSURANCE-YER
			<u>\$2,756.24</u>	
CAMBRIA COMMUNITY SERVICES DIS	3944	11/7/2014	\$950.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3944	11/7/2014	\$150.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3944	11/7/2014	\$100.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3944	11/7/2014	\$350.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3944	11/7/2014	\$150.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3944	11/7/2014	\$250.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3959	11/21/2014	\$950.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3959	11/21/2014	\$150.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3959	11/21/2014	\$100.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3959	11/21/2014	\$350.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3959	11/21/2014	\$150.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3959	11/21/2014	\$250.00	MEDICAL REIMBURSEMNT
			<u>\$3,900.00</u>	
CAMBRIA FIRE FIGHTERS LOCAL 46	3946	11/7/2014	\$240.00	DUES-FIRE IAFF
CAMBRIA FIRE FIGHTERS LOCAL 46	3962	11/21/2014	\$240.00	DUES-FIRE IAFF
			<u>\$480.00</u>	
CAMBRIA FIREFIGHTERS ASSN	3961	11/21/2014	\$107.38	RESERVE FIREFTR DUES
EMPLOYMENT DEVELOPMENT DP	3945	11/7/2014	\$2,991.19	STATE INCOME TAX
EMPLOYMENT DEVELOPMENT DP	3945	11/7/2014	\$526.99	STATE INCOME TAX
EMPLOYMENT DEVELOPMENT DP	3960	11/21/2014	\$2,931.58	STATE INCOME TAX
EMPLOYMENT DEVELOPMENT DP	3960	11/21/2014	\$647.55	STATE INCOME TAX
			<u>\$7,097.31</u>	
H.O.B.-DIRECT DEPOSIT	3947	11/7/2014	\$3,249.00	Direct Deposit Flat
H.O.B.-DIRECT DEPOSIT	3947	11/7/2014	\$41,747.88	Direct Deposit Flat
H.O.B.-DIRECT DEPOSIT	3963	11/21/2014	\$3,249.00	Direct Deposit Flat
H.O.B.-DIRECT DEPOSIT	3963	11/21/2014	\$45,051.47	Direct Deposit Flat
			<u>\$93,297.35</u>	
ICMA-VNTGPT TRSFR AGT 457	3949	11/7/2014	\$2,106.33	457 DEFERRED COMP
ICMA-VNTGPT TRSFR AGT 457	3949	11/7/2014	\$809.25	457 DEFERRED COMP

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF NOVEMBER 2014**

VENDOR NAME	CHECK NUMBER	CHECK DATE	AMOUNT	DESCRIPTION
ICMA-VNTGPT TRSFR AGT 457	3965	11/21/2014	\$2,206.33	457 DEFERRED COMP
ICMA-VNTGPT TRSFR AGT 457	3965	11/21/2014	\$909.25	457 DEFERRED COMP
			<u>\$6,031.16</u>	
IRS/FEDERAL PARYOLL TAXES	3948	11/7/2014	\$9,111.72	FEDERAL INCOME TAX
IRS/FEDERAL PARYOLL TAXES	3948	11/7/2014	\$7,471.78	FEDERAL INCOME TAX
IRS/FEDERAL PARYOLL TAXES	3948	11/7/2014	\$2,299.84	FEDERAL INCOME TAX
IRS/FEDERAL PARYOLL TAXES	3964	11/21/2014	\$8,496.73	FEDERAL INCOME TAX
IRS/FEDERAL PARYOLL TAXES	3964	11/21/2014	\$8,619.64	FEDERAL INCOME TAX
IRS/FEDERAL PARYOLL TAXES	3964	11/21/2014	\$2,365.32	FEDERAL INCOME TAX
			<u>\$38,365.03</u>	
LINCOLN FINANCIAL GROUP	3970	11/26/2014	\$179.36	LIFE INSURANCE
LINCOLN FINANCIAL GROUP	3970	11/26/2014	(\$3.32)	LIFE INSURANCE
			<u>\$176.04</u>	
PERS HEALTH BENEFIT SERV	3971	11/26/2014	\$17,363.35	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3971	11/26/2014	(\$0.11)	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3971	11/26/2014	\$74.62	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3971	11/26/2014	\$595.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3971	11/26/2014	\$476.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3971	11/26/2014	\$1,190.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3971	11/26/2014	\$714.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3971	11/26/2014	\$595.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3971	11/26/2014	\$74.24	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3971	11/26/2014	\$5,248.04	MEDICAL INSURANC-YER
			<u>\$26,330.14</u>	
PERS RETIREMENT SYSTEM	3950	11/7/2014	(\$0.02)	PERS PAYROLL REMITTANCE
PERS RETIREMENT SYSTEM	3950	11/7/2014	\$23,265.96	PERS PAYROLL REMITTANCE
PERS RETIREMENT SYSTEM	3966	11/21/2014	(\$0.01)	PERS PAYROLL REMITTANCE
PERS RETIREMENT SYSTEM	3966	11/21/2014	\$25,219.02	PERS PAYROLL REMITTANCE
PERS RETIREMENT SYSTEM	3966	11/21/2014	\$0.01	PERS PAYROLL REMITTANCE
			<u>\$48,484.96</u>	
SEIU LOCAL 620	3951	11/7/2014	\$337.83	SEIU UNION DUES
SEIU LOCAL 620	3967	11/21/2014	\$337.83	SEIU UNION DUES
			<u>\$675.66</u>	
VARIABLE ANNUITY LIFE (VALIC)	3952	11/7/2014	\$50.00	DEFERRED COMP -VALIC
VARIABLE ANNUITY LIFE (VALIC)	3968	11/21/2014	\$50.00	DEFERRED COMP -VALIC
			<u>\$100.00</u>	

CAMBRIA COMMUNITY SERVICES DISTRICT
 BOARD OF DIRECTORS REGULAR MEETING MINUTES
 THURSDAY, NOVEMBER 20, 2014, 12:30 PM

AGENDA ITEM	DISCUSSION OR ACTION										
1A. CALL TO ORDER	President Bahringer called the regular meeting to order at 12:30 PM.										
1B. PLEDGE OF ALLEGIANCE	President Bahringer led the pledge of allegiance.										
1C. ESTABLISHMENT OF QUORUM	<table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">President Bahringer</td> <td style="text-align: right;">Present</td> </tr> <tr> <td>Vice President Robinette</td> <td style="text-align: right;">Present</td> </tr> <tr> <td>Director Thompson</td> <td style="text-align: right;">Present</td> </tr> <tr> <td>Director Clift</td> <td style="text-align: right;">Present</td> </tr> <tr> <td>Director Rice</td> <td style="text-align: right;">Present</td> </tr> </table> <p>Staff Present: General Manager Jerry Gruber, Assistant District Counsel David Hirsch, District Engineer Bob Gresens, Administrative Services Officer/District Clerk Monique Madrid, Interim Finance Manager Tracy Fuller, and Finance Manager Patrick O'Reilly.</p>	President Bahringer	Present	Vice President Robinette	Present	Director Thompson	Present	Director Clift	Present	Director Rice	Present
President Bahringer	Present										
Vice President Robinette	Present										
Director Thompson	Present										
Director Clift	Present										
Director Rice	Present										
1D. REPORT FROM CLOSED SESSION	<p>1D. Assistant District Counsel David Hirsch indicated that there was nothing to report from closed session</p> <p>Public Comment: NONE</p>										
2. SPECIAL REPORTS											
A. Sheriff's Department Report	<p>2A. No representative was present.</p> <p>Public Comment: NONE</p>										
3. ACKNOWLEDGEMENTS/PRESENTATIONS	<p>Mr. Richard Margotson announced a Holiday fundraiser for the Maxine Lewis Memorial Shelter on December 13, 2014 from 10:00 a.m. – 7:00 p.m. call 805-528-5800 for more information.</p> <p>Public Comment: NONE</p>										
4. AGENDA REVIEW: Additions/Deletions and Pulled Consent Items	<p>Item 7D was pulled for separate consideration.</p> <p>Public Comment: NONE</p>										
5. PUBLIC COMMENT	<p>Public Comment:</p> <p>Ron Crummit Theresa MacKinnon Paul Carlson Mark Kramer Elizabeth Bettenhausen Public Comment continued Theresa MacKinnon</p>										
6. MANAGER'S AND BOARD REPORTS											

<p>A. GENERAL MANAGER'S REPORT</p>	<p>General Manager Jerry Gruber introduced his report, presented the other managers reports and took questions. He noted that there is a revised sheet submitted to the Finance Manager's report.</p> <p>Public Comment: Tony Church Elizabeth Bettenhausen Art Chapman</p>
<p>B. AD HOC COMMITTEE REPORTS</p>	<p>Director Rice attended NCAC meeting where the subject was small cell sites.</p> <p>Director Robinette reported on historical milestone reached by this community regarding the Brackish Water Plant. Cambria's project is a model for other communities.</p> <p>Public Comment: NONE</p>
<p>7. CONSENT AGENDA</p>	
<p>A. Consideration to Approve Expenditures for the Month of October 2014</p> <p>B. Consideration to Approve the Minutes from the Regular Board Meeting held on October 23, 2014</p> <p>C. Consider Adoption of Resolution 40-2014 Approving an Amendment to the Employment Agreement between the CCSD and General Manager, Jerome D. Gruber</p> <p>D. Consider Resolution 43-2014 Approving a One-Year Lease Extension with Cambria Village Square Shopping Center for the CCSD Administrative Offices for the Period of November 1, 2014 through October 31, 2015.</p> <p>E. Consideration of Resolution 44-2014 Updating the Assignment of Banking Powers of the Cambria Community Services District's Bank and Investment Accounts to Reflect Changes in the CCSD's Finance Manager Position, the Administrative Technician III Position, and the Administrative Technician II Position</p> <p>F. Consider Adoption of Resolution 45-2014 Approving Amendments to the District's Conflict of Interest Code as Part of the</p>	<p>PULLED CONSENT ITEMS: ITEM 7D was pulled for separate consideration.</p> <p>Public Comment: Elizabeth Bettenhausen Mike Lyons Paul Carlson Art Chapman</p> <p>Director Clift moved to approve the consent agenda items 7A, B, C, E, and, F.</p> <p>Vice-President Robinette seconded the motion.</p> <p><i>Assistant District Counsel David Hirsch noted that the Resolution associated with item 7F was updated and replaced and should be acknowledged in the motion.</i></p> <p>The motion passed unanimously. Ayes-5, Nos-0, Absent-0.</p> <p>Item 7D The Board gave the General Manager direction to contact the owner and bring back the item next month after expressing concerns regarding the water leakage into the office and other concerns.</p>

<p>Required Biennial Review</p>	<p>Public Comment: NONE</p>
<p>8. HEARINGS AND APPEALS</p>	
<p>None</p>	
<p>9. REGULAR BUSINESS</p>	
<p>A. Consideration of Update on the Emergency Water Supply Project B. Consideration and Discussion to Authorize the General Manager to Execute a Consulting Services Agreement with RBF Consulting for an Environmental Impact Report on the Emergency Water Supply Project C. Consideration to Adopt Resolution 42-2014 Approving Amendments to the CCSD Budget for FY 2014/2015</p>	<p>9A. General Manager Jerry Gruber introduced the item and turned it over to District Engineer Bob Gresens. Bob presented the item. Public Comment: Crosby Schwartz Elizabeth Bettenhausen The Board accepted the updated report. 9B. General Manager Jerry Gruber introduced the item, and turned it over to District Engineer Bob Gresens. Bob Gresens presented the item. Public Comment: Paul MacDonald Robin MacDonald Art Chapman Elizabeth Bettenhausen Director Clift moved to authorize the General Manager to execute a consulting services agreement with RBF Consulting for an Environmental Impact Report on the Emergency Water Supply Project in an amount not to exceed \$168,540. Director Robinette seconded the Motion. Roll Call Vote: Director Clift-yes Vice-President Robinette-yes Director Thompson-yes Director Rice-yes President Bahringer-yes</p>

	<p>Motion passed unanimously. Ayes-5, Nos-0, Absent-0.</p> <p>9C. General Manager Gruber introduced the item with a brief summary, and turned it over to the Interim Finance Manager, Tracy Fuller.</p> <p>Public Comment: Elizabeth Bettenhausen Karen Dean</p> <p>Director Clift moved that the adopt resolution 42 2014 approving the amendments to the CCSD budget for fiscal year 2014/2015.</p> <p>Director Thompson seconded the Motion.</p> <p>Roll Call: Director Clift-yes Director Thompson-yes Vice President Robinette-yes Director Rice-no President Bahringer-yes</p> <p>Motion passed 4-1. Ayes-4, Nos-1, Absent-0</p>
<p>10. PUBLIC COMMENT</p>	<p>Public Comment: NONE</p>
<p>11. FUTURE AGENDA ITEM(S)</p>	<p>Director Rice moved to have a discussion on the December agenda on which committees and liaisons the Board would like to create. No second</p>
<p>12. ADJOURN TO CLOSED SESSION</p>	<p>President Bahringer adjourned the meeting to closed session at 3:56 p.m.</p>
<p>A. CONFERENCE WITH LABOR NEGOTIATORS – Pursuant to Government Code Section 54957.8 Agency Designated Representatives: General Manager Jerry Gruber; Employee Organization: Cambria Firefighters/International Association of Firefighters (IAFF) 4635</p>	

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.C.**

FROM: Jerry Gruber, General Manager

Meeting Date: December 18, 2014 Subject: Consider Adoption of Resolution
47-2014 Setting the Salary Range for
the Administrative Services
Officer/District Clerk Position

RECOMMENDATIONS:

Adopt Resolution 47-2014 setting the salary range of \$7,977.00 - \$9,696.00 for the Administrative Services Officer/District Clerk position, which would be equal to that of the Finance Manager based upon their having a similar level of responsibilities and duties.

FISCAL IMPACT:

The increase is equal to approximately \$668.00 per month. The Administrative Services Officer and District Clerk positions were combined at the beginning of this fiscal year, which has resulted in overall personnel budget savings when compared to the last fiscal year budget. It was anticipated that a salary increase would be necessary and appropriate and was therefore included in this fiscal year's budget. Therefore no budget adjustment is required. It is important to note that the combination of these positions has resulted in salary savings of approximately \$52,607.00. Further analysis of benefit costs would show additional savings to the CCSD.

DISCUSSION:

Based upon a review of the responsibilities and functions being performed by the Administrative Services Officer/District Clerk, it is recommended that the Board of Directors set the salary range equal to the position of the Finance Manager's salary range. Article 13, Section 3.5 of the Personnel Policies provides that the Board may reclassify a position based upon changes in the District's organization methods, procedures, etc. This position is tasked with a high level of responsibility within the organization and includes many enhanced duties equivalent to the responsibilities and duties of Finance Manager. This position does receive support duties from an Administrative Technician I position which was approved during the budget process for this fiscal year.

Staff recommends adoption of Resolution 47-2014 setting the salary range of \$7,977.00 - \$9,696.00, as permitted by Article 13, Section 3.5 of the Personnel Policies.

Attachments: Resolution 47 2014
Exhibit A to Resolution 47 2014
Administrative Services Officer position description
District Clerk position description

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ BHRINGER___ ROBINETTE ___ THOMPSON___ CLIFT ___ RICE___

RESOLUTION 47-2014
December 18, 2014

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
SETTING THE SALARY RANGE FOR THE ADMINISTRATIVE SERVICES
OFFICER/DISTRICT CLERK POSITION

The Board of Directors of the Cambria Community Services District does hereby resolve as follows:

1. Approves the salary range for the Administrative Services Officer/District Clerk Position (attached as Exhibit "A" and incorporated herein by reference).

PASSED AND ADOPTED THIS 18th day of December 2014.

James Bahringer President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Monique Madrid
District Clerk

Timothy J. Carmel
District Counsel

CAMBRIA COMMUNITY SERVICES DISTRICT
MANAGEMENT AND CONFIDENTIAL EMPLOYEES (EXEMPT)

EFFECTIVE *first full pay period* **JULY, 2014**

July 2014 - June 2015

COLA 2.1%

ANNUAL					
POSITION TITLE	ENTRY				TOP
	STEP	STEP	STEP	STEP	STEP
	A	B	C	D	E
GENERAL MANAGER	132,297	138,912	145,857	153,150	160,808
DISTRICT ENGINEER	107,900	113,295	118,960	124,908	131,153
FIRE CHIEF	107,900	113,295	118,960	124,908	131,153
FINANCE MANAGER	95,727	100,514	105,539	110,816	116,357
ADMINISTRATIVE SERVICES OFFICER/DISTRICT CLERK	95,727	100,514	105,539	110,816	116,357
ADMINISTRATIVE SERVICES OFFICER	76,102	79,907	83,903	88,098	92,503
DISTRICT CLERK	68,877	72,324	75,937	79,734	83,724
FACILITIES AND RESOURCES SUPERVISOR	67,517	70,892	74,437	78,159	82,067
CONFIDENTIAL ADMINISTRATIVE ASSISTANT	44,853	47,096	49,451	51,923	54,519

MONTHLY FOR ILLUSTRATION ONLY (TRUNCATED)					
POSITION TITLE	ENTRY				TOP
	STEP	STEP	STEP	STEP	STEP
	A	B	C	D	E
GENERAL MANAGER	11,024	11,575	12,154	12,762	13,400
DISTRICT ENGINEER	8,991	9,441	9,913	10,408	10,929
FIRE CHIEF	8,991	9,441	9,913	10,408	10,929
FINANCE MANAGER	7,977	8,376	8,795	9,234	9,696
ADMINISTRATIVE SERVICES OFFICER/DISTRICT CLERK	7,977	8,376	8,795	9,234	9,696
ADMINISTRATIVE SERVICES OFFICER	6,344	6,658	6,994	7,344	7,708
DISTRICT CLERK	5,739	6,026	6,327	6,644	6,976
FACILITIES AND RESOURCES SUPERVISOR	5,626	5,907	6,203	6,513	6,838
CONFIDENTIAL ADMINISTRATIVE ASSISTANT	3,737	3,924	4,120	4,326	4,542

BIWEEKLY FOR ILLUSTRATION ONLY					
POSITION TITLE	ENTRY				TOP
	STEP	STEP	STEP	STEP	STEP
	A	B	C	D	E
GENERAL MANAGER	5,088.3462	5,342.7635	5,609.9016	5,890.3967	6,184.9166
DISTRICT ENGINEER	4,149.9923	4,357.4919	4,575.3665	4,804.1348	5,044.3416
FIRE CHIEF	4,149.9923	4,357.4919	4,575.3665	4,804.1348	5,044.3416
FINANCE MANAGER	3,681.8137	3,865.9044	4,059.1996	4,262.1596	4,475.2676
ADMINISTRATIVE SERVICES OFFICER/DISTRICT CLERK	3,681.8137	3,865.9044	4,059.1996	4,262.1596	4,475.2676
ADMINISTRATIVE SERVICES OFFICER	2,927.0017	3,073.3517	3,227.0193	3,388.3703	3,557.7888
DISTRICT CLERK	2,649.1206	2,781.5766	2,920.6555	3,066.6883	3,220.0227
FACILITIES AND RESOURCES SUPERVISOR	2,596.7939	2,726.6336	2,862.9653	3,006.1136	3,156.4192
CONFIDENTIAL ADMINISTRATIVE ASSISTANT	1,725.1244	1,811.3806	1,901.9497	1,997.0471	2,096.8995

HOURLY					
POSITION TITLE	ENTRY				TOP
	STEP	STEP	STEP	STEP	STEP
	A	B	C	D	E
GENERAL MANAGER	63.6043	66.7845	70.1238	73.6300	77.3115
DISTRICT ENGINEER	51.8749	54.4686	57.1921	60.0517	63.0543
FIRE CHIEF	51.8749	54.4686	57.1921	60.0517	63.0543
FINANCE MANAGER	46.0227	48.3238	50.7400	53.2770	55.9408
ADMINISTRATIVE SERVICES OFFICER/DISTRICT CLERK	46.0227	48.3238	50.7400	53.2770	55.9408
ADMINISTRATIVE SERVICES OFFICER	36.5875	38.4169	40.3377	42.3546	44.4724
DISTRICT CLERK	33.1140	34.7697	36.5082	38.3336	40.2503
FACILITIES AND RESOURCES SUPERVISOR	32.4599	34.0829	35.7871	37.5764	39.4552
CONFIDENTIAL ADMINISTRATIVE ASSISTANT	21.5641	22.6423	23.7744	24.9631	26.2112

CAMBRIA COMMUNITY SERVICES DISTRICT

DISTRICT CLERK

DEFINITION

Under direction of the General Manager, provides highly responsible and varied administrative and executive assistance in performing essential management support functions of the District, such as public contacts on behalf of the Board of Directors and General Manager, handling of sensitive and confidential matters on behalf of the General Manager, responsibility for Board meeting notices and agenda preparation, drafting legal notices, resolutions, and ordinances. Serves as the District's Records Manager.

This is a management-confidential exempt position.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Serve as District Clerk; responsible for the maintenance of official District records including resolutions, ordinances, deeds, contracts, agreements, insurance documents, and minutes, and other files; sign, seal, notarize, certify, record, and transmit official District documents; administer Oaths of Office; participate in organizing and conducting municipal or Special District elections; serves as filing officer and official for campaign statements, and statements of economic interest for designated positions; maintain and update the Conflict of Interest Codes for the District; attend District Board meetings and other public meetings as needed and record actions taken; prepare and disseminate information relative to the Board of Directors action to the appropriate parties. Collect information, design, and produce newsletter, brochures, proclamations, commendations, and other specialized documents using designated software.
2. Codify and distribute updates of the Municipal Code.
3. Serves as the District's records manager. Administers the District's records management program; plan, organize, and coordinate the maintenance, disposition, and recording of official District documents. Follow established records retention and destruction guidelines, and operate and maintain the document imaging system. Work with all departments in developing and maintaining a records management program which complies with the District's retention schedule.
4. Respond to complaints and sensitive requests for information and assistance; prepare comprehensive reports, agendas and minutes of meetings; research information related to District regulations and departmental policies, procedures, systems, and precedents; assist the public and other staff in interpreting and applying District policies, procedures, codes, and ordinances.
5. Performs a wide variety of responsible, confidential, and complex administrative, technical, programmatic, and secretarial duties for the Board of Directors and General Manager. Serve as liaison between the Board of Directors, General Manager, District staff, the general public, and outside agencies; screen calls, visitors, and retrieve incoming mail. Provide responsible staff assistance and administrative support to the Board of Directors and District Manager as needed.
6. Coordinate calendar and scheduling of activities, meetings, and various events for the Board of Directors and the District Manager; coordinate assigned activities with District departments, the public and outside agencies; coordinate and process travel arrangements.

**Cambria Community Services District
Draft District Clerk (Continued)
Page 2**

7. Utilize various computer and software applications; enter data, maintain, and generate reports from various systems; create documents and presentations using word processing and presentation software
8. Perform related duties and responsibilities as assigned.

QUALIFICATIONS

Knowledge of:

Municipal Clerk duties including principles and practices of records management including records retention laws.
Developing and administering an efficient municipal records management system.
Executive Secretary principles and practices including, telephone techniques and etiquette including English usage, spelling, grammar and punctuation.
Operations, services and activities of all District departments.
Principles and practices of customer service.
Modern office procedures, methods and computer equipment.
Techniques of business letter writing and report preparation.
Principles and procedures of filing.
Basic mathematical principles.
Pertinent Federal, State and local codes, laws and regulations.

Ability to:

Perform complex and confidential secretarial and administrative support services involving the use of independent judgment and personal initiative.
Interpret and apply Federal, State, and local policies, laws and regulations.
Understand the organization and operation of the District and of outside agencies as necessary to assume assigned responsibilities.
Interpret and apply administrative and departmental policies and procedures.
Respond to requests and inquiries from the general public.
Prioritize work and perform multiple functions at once.
Supervise assigned lower level staff.
Independently prepare correspondence and memoranda.
Operate and use modern office equipment and software including computers, fax machines, printers and copiers. Type and/or enter data on a computer at a speed necessary for successful job performance.
Work independently in the absence of supervision.
Communicate clearly and concisely, both orally and in writing.
Work cooperatively with other departments, District officials and outside agencies.
Establish and maintain effective working relationships with those contacted in the course of work.
Respond tactfully, clearly, concisely and appropriately to inquiries from the public, press or other agencies on sensitive issues in area of responsibility.
Maintain effective audio/visual discrimination and perception to the degree necessary for the successful performance of assigned duties.
Maintain physical condition appropriate to the performance of assigned duties and responsibilities.
District organization, policies and procedures.

Experience and Training Guidelines

Any combination of experience, training and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Requires five years of increasingly responsible managerial, supervisory, or administrative experience in the fields of records management, office management or a related field, preferably in a District Clerk or City Clerk office.

Training:

Training to obtain a Municipal Clerk Certification (CMC) and to obtain a Notary Public Commission within 2 years.

License or Certificate

Possession of a Municipal Clerk (CMC) certification, or a Master Municipal Clerk (MCM) certification issued by the International Institute of Municipal Clerks or the ability to obtain one within two (2) years.

Possession of, or ability to obtain within a two (2) year period from date of hire, a Notary Public Commission.

Possession of a valid California "C" driver's license. Must maintain satisfactory DMV record and ability to maintain insurability.

CAMBRIA COMMUNITY SERVICES DISTRICT

ADMINISTRATIVE SERVICES OFFICER

DEFINITION:

Under direction of the General Manager, the Administrative Services Officer is responsible for the supervision and management of the Administrative Office and performs a variety of complex supervisory and leadership duties, supervises programs and personnel, and performs other managements tasks related to human resources, risk management, office administration and customer service administration, information technology, and permitting and conservation, utility billing, and accounts receivable. The Administrative Services Officer exercises supervision over technical and administrative staff as assigned.

This is a management exempt position.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Human Resources: designs, develops, implements and administers a wide variety of human resource activities including recruitment, employee/employer relations activities including the interpretation, administration and negotiation of labor agreements, organizational development, personnel records and programs such as the Americans with Disabilities Act; conducts research and analysis for special projects.
- Office Administration: plans, coordinates and organizes office and business activities and flow of communications and information for effective and efficient business operations; assists in the development and implementation of department projects, contracts, goals, objectives, services and activities; assures proper and timely resolution of office, personnel and business issues, conflicts and discrepancies
- Risk Management: administers liability and property claims, worker's compensation claims, contract insurance review, assists in compiling information and preparing reports on problem areas, including solutions
- Information Technology: Coordinate activities with all departments to assure organization effectiveness; collaborates with IT contractor to assure proper functionality, and alignment of system with CCSD goals and objectives; monitor, evaluate and provide recommendations regarding program enhancement and modification.
- Maintains professional affiliations and attends workshops and training sessions as appropriate.
- Acts as a liaison with other governmental agencies and provides information to the public.
- May perform special research projects or other administrative tasks as assigned by the General Manager

(Essential Duties and Responsibilities continued)

- Supervises, trains and evaluates the performance of assigned personnel; oversees the development and maintenance of work performance and production standards for departmental operations.

KNOWLEDGE/SKILLS/ABILITIES:

Knowledge of: Modern policies, practices, procedures, and activities relating to human resources, and applicable laws and regulations; ability to assist with development of human resources, risk management, and information technology policies and procedures and implementation thereof; modern leadership skills, including mentoring and personnel supervision.

Skills and Abilities: Knowledge of modern public agency human resource and labor relations practices and procedures, evaluated the office administrative procedures and programs and recommends changes and implements improvements. Is able to assemble information and prepare written reports in a concise and professional manner. Communicates effectively with subordinates, supervisors, other government agencies and the public. Uses independent judgment and discretion in supervising subordinates including setting priorities, maintaining standards and resolving problems. Conducts complex research, and makes public presentations. Interprets and makes decisions in accordance with appropriate laws, regulations and policies.

REQUIRED QUALIFICATIONS:

Experience:

A minimum of three years experience in supervising programs and personnel relating to office administration, human resources and customer service, supplemented with experience in risk management and information technology administration preferably within a local government entity.

Education:

Equivalent to graduation from an accredited high school, supplemented with certified technical training and college level training in a related field. Successful completion of at least 12 semester units of business or related courses is preferred.

A valid California driver's license must be maintained.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.C.**

FROM: Monique Madrid, District Clerk

Meeting Date: December 18, 2014 Subject: Consideration to Adopt 2015
CCSD Regular Board Meeting
Schedule

RECOMMENDATIONS:

Adopt the 2015 CCSD regular Board meeting schedule.

FISCAL IMPACT:

None.

DISCUSSION:

It is proposed that the Board adopt the attached regular meeting schedule for 2015 in order to confirm the regular meeting dates. This schedule, when adopted, will be used by staff, District Counsel, the media, local community groups, and interested individuals to prepare for Board meetings. The Board has the authority to amend or add dates to this schedule as the year progresses or the need arises.

In conformance with current policy, all proposed 2015 meeting dates are on the fourth Thursday of each month, except as follows:

- § January 29th (5th Thursday): Avoids conflict with set up at Vets Hall for the annual Chamber of Commerce Art & Wine Festival.
- § August 20th (3rd Thursday): Avoids conflict with the Follies rehearsal related to the Pinedorado events.
- § November 19th (3rd Thursday): Avoids conflict with Thanksgiving holiday. (The standard CCSD holidays have been established for 2015 with Thanksgiving on Thursday, November 26th.)
- § December 17th (3rd Thursday): Avoids conflict with Christmas/New Year holidays. (The standard CCSD holidays have been established for 2015 with the Christmas holiday on Friday, December 25th.)

Attachment: 2015 Regular Meeting Schedule

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ BAHRINGER ___ ROBINETTE ___ CLIFT___ THOMPSON ___RICE___



CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
201~~4~~⁵ ADOPTED REGULAR MEETING SCHEDULE

January ~~29~~¹⁵ ~~3rd~~ ~~5th~~ Thursday)

February ~~26~~⁷

March ~~26~~⁷

April ~~23~~⁴

May ~~28~~²

June ~~25~~⁶

July ~~23~~⁴

August ~~20~~⁷~~8~~

September ~~24~~⁵

October ~~22~~³

November ~~19~~²⁰ (3rd Thursday)

December ~~17~~¹⁸ (3rd Thursday)

Formatted: Superscript

Regular meetings are held at the Veterans Hall
1000 Main Street, Cambria, at 12:30 p.m.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.E.**

FROM: Jerry Gruber, General Manager

Meeting Date: December 18, 2014

Subject: Consider Resolution 46 2014 Related to Authorizations Necessary for a Grant Related to the CCSD's Funding Request from the Public Water System Drought Emergency Response Program

RECOMMENDATIONS:

It is recommended that the Board of Directors adopt Resolution 46 2014 in order to provide authorizations necessary for the grant that the CCSD has applied for from the State Water Resources Control Board's Public Water System Drought Emergency Response Program

FISCAL IMPACT:

The grant would be in the amount of \$353,000 and be for the costs associated with rehabilitation and restoration of the old Filtronics iron and manganese removal filtering plant, as well as restoration of the SR3 Well.

DISCUSSION:

In November an application was filed with the State Water Resources Control Board (SWRCB), Division of Drinking Water, for a grant in the amount of \$353,000 from their Public Water System Drought Emergency Funding Program. The grant funds sought relate to the lower Santa Rosa Creek aquifer and the CCSD's project to optimize use of groundwater from that aquifer. As the Board is aware, that consisted of restoring the old Filtronics filter plant that had been removed from service approximately 14 years ago, as well as restoring the mothballed supply wells.

Staff has been working with representatives of the SWRCB to provide various documents related to the grant application. The SWRCB has now requested that the Board of Directors adopt a resolution authorizing a representative of the District to sign a funding agreement and any amendments for funding under the Public Water System Drought Emergency Response Program; authorizing representatives to approve claims for reimbursement; authorizing a representative to approve the budget and expenditure summary; and authorizing a representative to sign the final release form and certification of project completion. Based upon the SWRCB's requirements, the attached resolution has been prepared using their required resolution template and is being presented to the Board for adoption.

Attachments: Resolution XX-2014

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ BAHRINGER ___ ROBINETTE ___ THOMPSON ___ CLIFT ___ RICE

DRAFT

RESOLUTION NO. 46-2014
December 18, 2014

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMBRIA COMMUNITY SERVICES DISTRICT AUTHORIZING THE GENERAL MANAGER TO SIGN A FUNDING AGREEMENT AND AMENDMENTS FOR FUNDING UNDER THE PUBLIC WATER SYSTEM DROUGHT EMERGENCY REPOSE PROGRAM; AUTHORIZING THE GENERAL MANAGER TO APPROVE CLAIMS FOR REIMBURSEMENT; AUTHORIZING THE GENERAL MANAGER TO APPROVE THE BUDGET AND EXPENDITURE SUMMARY, AND AUTHORIZING THE GENERAL MANAGER TO SIGN THE FINAL RELEASE FORM AND CERTIFICATION OF PROJECT COMPLETION

WHEREAS, the **CAMBRIA COMMUNITY SERVICES DISTRICT** was identified by the California Department of Public Health or its successor in interest, the State Water Resources Control Board (herein referred to as the "State"), as experiencing a drought related drinking water emergency or threatened emergency eligible for funding under the Public Water System Drought Emergency Response Program (hereinafter referred to as the "Drought Emergency Program"), for project number **PDE-40100144-001**, (hereinafter referred to as the "Project"); and

WHEREAS, the **CAMBRIA COMMUNITY SERVICES DISTRICT** is requesting funding on behalf of from the State for a grant in the amount of **\$353,000.00**, (herein referred to as "Grant Funding"); and

WHEREAS, the **CAMBRIA COMMUNITY SERVICES DISTRICT** adopted a Project budget totaling **\$348,750.00**; and expended \$353,000.00, and

WHEREAS, a funding agreement for the Project under the Drought Emergency Program will provide for a grant in the amount of **\$353,000.00**; and

WHEREAS, the **CAMBRIA COMMUNITY SERVICES DISTRICT** affirms and designates any balance between the total Project cost amount and funding through the Drought Emergency Program as "Supplier's Cost" to be the responsibility of the **CAMBRIA COMMUNITY SERVICES DISTRICT** to ensure a fully funded Project unless otherwise defined by the funding agreement; and

WHEREAS, the **CAMBRIA COMMUNITY SERVICES DISTRICT** acknowledges and confirms that the total Project cost is estimated to be **\$353,000.00**, of which **\$353,000.00** is Grant Funding through the Drought Emergency Program and, which is affirmed and designated the responsibility of the **CAMBRIA COMMUNITY SERVICES DISTRICT** to ensure a fully funded Project; and

WHEREAS, prior to the State executing a funding agreement, the **CAMBRIA COMMUNITY SERVICES DISTRICT** is required to pass a resolution authorizing a representative to sign the funding agreement, amendments, and certifications; designating a person to approve the Claims for Reimbursement form; designating a person to sign the Budget and Expenditure Summary; designating a person to certify that the Project is complete, and designating a person to sign the Final Release form; and

NOW, THEREFORE BE IT RESOLVED AND ORDERED, that the **CAMBRIA COMMUNITY SERVICES DISTRICT** is hereby authorized to carry out the Project, enter into a funding agreement with the State, accept and expend Drought Emergency Program funds for the Project; and

BE IT FURTHER RESOLVED AND ORDERED, that the **General Manager** is hereby authorized and designated to sign the Drought Emergency Program funding agreement for the Project and any amendments thereto for the Project; and

BE IT FURTHER RESOLVED AND ORDERED, that the **General Manager** is hereby authorized to sign the Budget and Expenditure Summary for the Project; and

BE IT FURTHER RESOLVED AND ORDERED, that the **General Manager** is hereby authorized to approve Claims for Reimbursement forms for the Project; and

BE IT FURTHER RESOLVED AND ORDERED, that the **General Manager** is hereby authorized to certify that the Project is complete; and

BE IT FURTHER RESOLVED AND ORDERED, that the **General Manager** is hereby authorized to sign a Final Release form for the Project; and

BE IT FURTHER RESOLVED AND ORDERED, the authority granted hereunder shall be deemed retroactive. All acts authorized hereunder and performed prior to the date of this Resolution are hereby ratified and affirmed. State is authorized to rely upon this Resolution until written notice to the contrary, executed by each of the undersigned, is received by State. State shall be entitled to act in reliance upon the matters contained herein, notwithstanding anything to the contrary contained in the formation or governance documents of the **CAMBRIA COMMUNITY SERVICES DISTRICT** or in any other document; and

BE IT FURTHER RESOLVED AND ORDERED, any and all actions, whether previously or subsequently taken by the **CAMBRIA COMMUNITY SERVICES DISTRICT**, which are consistent with the intent and purposes of the foregoing resolutions, shall be, and hereby are, in all respects, ratified, approved and confirmed.

.....

PASSED AND ADOPTED THIS 18nd day of December, 2014.

Jim Bahringer, President
Board of Directors

APPROVED AS TO FORM:

Timothy J. Carmel
District Counsel

ATTEST:

Monique Madrid
District Clerk

TO: Board of Directors

AGENDA NO. **8.A.**

FROM: Jerry Gruber, General Manager

Meeting Date: December 18, 2014 Subject: PUBLIC HEARING REGARDING
ADOPTION OF RESOLUTION 48 2014
REVISING ENHANCED WATER
CONSERVATION MEASURES,
RESTRICTIONS ON USE OF
POTABLE WATER AND MAXIMUM
WATER USE ALLOTMENTS

RECOMMENDATIONS:

Staff recommends that the Board of Directors consider revisions to the enhanced water conservation measures, restrictions on the use of potable water and maximum water use allotments.

Staff recommends that the Board of Directors:

1. Open the Public Hearing;
2. Receive public testimony;
3. Close the Public Hearing;
4. Consider Resolution 48 2014 Revising Enhanced Water Conservation Measures, Restrictions on the Use of Potable Water and Maximum Water Use Allotments

FISCAL IMPACT:

The exact impact of implementing any changes to the enhanced water conservation measures and restrictions on use of potable water and maximum water use allotments cannot be determined at this time. Staff anticipates no increase in the amount of water being used due to the fact that water allocations will remain the same. However, staff will continue to monitor usage through monthly meter reading processes and will report back to the board on trends which indicate an increase in water usage.

DISCUSSION:

As the Board of Directors is aware, beginning on January 30, 2014 the Board of Directors has adopted several resolutions relating to the Stage 3 Water Shortage Condition and has implemented enhanced water conservation measures, restrictions on the use of potable water and maximum water use allotments for its customers in the District. Maximum water use allotments have been established for public, commercial, and residential customers. Use of potable water in excess of the monthly water use allotments is prohibited and subject to surcharge/penalty levied on all water that is used in excess of the maximum water use allotment.

As the Board is also aware, the restrictions include a prohibition on outdoor watering of landscaping and gardens with potable water. That restriction expressly says that the prohibition on outdoor watering of landscaping and gardens applies regardless of whether or

not a particular customer uses less than their monthly use allotment. Staff is aware that many in the community believe that the restrictions on use should be modified to allow customers to use their water allotment in whatever manner they choose. Previously, some Board Members have also indicated that they are in favor of such an approach. If the restriction on outdoor watering of landscaping and gardens with potable water were changed in that manner, potable water could be used on landscaping and gardens so long as the amount of water used is kept within the established maximum water use allotment. Accordingly, this Agenda item and the attached resolution have been prepared to provide a vehicle for the Board of Directors to modify the restriction on outdoor watering of landscaping and gardens if it chooses to do so.

In addition, the attached resolution includes the deletion of the provision that public restrooms be closed and replaced with porta-potties, based upon the determination of the General Manager pursuant to his authority under Section G of Exhibit A of Resolution 19-2014, as has previously been reported to the Board.

As staff has previously advised, since 2002, the adoption of water use restrictions has been based upon the CCSD's existing declared Water Code Section 350 water shortage emergency. In this respect, Water Code Section 353 authorizes the Board to adopt regulations and restrictions on the delivery of water which will conserve the water supply for the greatest public benefit. Also, Water Code Sections 375, et seq., provides the authority for the District to adopt and enforce water conservation measures to reduce the quantity of water being used in order to conserve water supplies, and a public hearing is required to be held prior to adopting a resolution under Section 375. If Resolution 48-2014 is adopted, it will be effective immediately upon adoption, subject to the publication requirements set forth in Water Code Section 376. After publication, violations of the requirements of the water conservation program are a misdemeanor and punishable pursuant to Water Code Section 377.

Attachment: Resolution 48 2014

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ BAHRINGER ___ ROBINETTE ___ CLIFT ___ THOMPSON ___ RICE

RESOLUTION NO. 48 2014
December 18, 2014

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
REVISING ENHANCED WATER CONSERVATION MEASURES,
RESTRICTIONS ON THE USE OF POTABLE WATER AND
MAXIMUM WATER USE ALLOTMENTS

WHEREAS, the Board of Directors of the Cambria Community Services District (“CCSD”) has declared a Water Code Section 350 Water Shortage Emergency; and

WHEREAS, pursuant to Water Code Section 353, the Board of Directors may adopt such regulations and restrictions on the delivery of water which will conserve the water supply for the greatest public benefit; and

WHEREAS, based upon determinations related to the condition of the CCSD’s water supplies, on September 20, 2013 the Board of Directors, after holding a duly noticed public hearing, adopted Resolution 37-2013 approving enhanced water conservation measures and restrictions on the use of potable water; and

WHEREAS, on January 17, 2014, the Governor of the State of California declared a state of emergency (the “Proclamation”) due to record dry conditions and concerns over the State’s dwindling water supplies. The Proclamation states that “[l]ocal urban water suppliers and municipalities are called upon to implement their local water shortage contingency plans immediately in order to avoid or forestall outright restrictions that could become necessary later in the drought season”;

WHEREAS, the domestic water supply for the CCSD may be inadequate based upon the continued lack of precipitation and the current water levels in the aquifers that provide the domestic water supply for the CCSD, and specifically that water levels in the San Simeon and Santa Rosa creek aquifers are such that staff has determined that the available water supply may be insufficient to meet demand; and

WHEREAS, after holding a duly noticed public hearing on January 30, 2014 the Board of Directors declared a Stage 3 Water Shortage Condition and determined that it is necessary and desirable to adopt further revised enhanced water conservation measures and restrictions on the use of potable water, which included maximum water use allotments, and has subsequently adopted additional resolutions modifying the enhanced water conservation measures, restrictions on the use of potable water, and maximum water use allotments; and

WHEREAS, in addition to Water Code Section 353, Water Code Section 375 provides that a public entity which supplies water may, after holding a public hearing, adopt and enforce water conservation programs to reduce the quantity of water used by persons within the entity’s service area or jurisdiction for the purpose of conserving the entity’s water supplies; and

WHEREAS, after holding a duly noticed public hearing on December 18, 2014 the Board of Directors determined that additional revisions to the enhanced water conservation measures, restrictions on the use of potable water, and maximum water use allotments were appropriate.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cambria Community Services District as follows:

- 1 Based upon the existing water conditions, as described above, and in numerous staff reports and presentations to the Board of Directors, the Board of Directors hereby finds that the demands and requirements of water consumers cannot be satisfied without depleting the water supply of the CCSD to the extent that there would be insufficient water for human consumption, sanitation and fire protection and that, based on this condition and on concerns regarding the anticipated prolonged drought conditions, the Board of Directors declares that the Stage 3 Water Shortage Emergency Condition continues to exist and hereby implements revisions to the Stage 3 Water Conservation Program with enhanced water conservation measures, as further set forth herein and in Exhibit "A", all of which the Board of Directors finds are necessary and appropriate to protect the health, safety and welfare of the public.
- 2 Resolution 19-2014 is hereby repealed and replaced by this Resolution with the revised Enhanced Water Conservation Measures, Restrictions on the Use of Potable Water, and Maximum Water Use Allotments set forth in Exhibit "A," which exhibit is attached hereto and incorporated herein. The revised Enhanced Water Conservation Measures, Restrictions on the Use of Potable Water, and Maximum Water Use Allotments shall be effective immediately and apply within the jurisdictional boundaries of the Cambria Community Services District until rescinded or modified by the Board of Directors. All other CCSD water conservation rules, regulations, restrictions, definitions, enforcement procedures, violation provisions and appeal procedures which are in force shall remain in force, except where they may conflict with the Enhanced Water Conservation Measures and Restrictions set forth in this Resolution.
- 3 The District Clerk shall publish this Resolution in full within 10 days of its adoption in accordance with the provisions of Water Code Section 376(a). After such publication, and in accordance with the provisions of Water Code Section 377, violation of the Enhanced Water Conservation Measures and Restrictions on the Use of Potable Water set forth in Exhibit "A" is a misdemeanor and punishable as set forth in Water Code Section 377.
- 4 Within fourteen (14) days from the date of this Resolution, the General Manager is hereby directed to provide notice to all effected water customers of the revised Maximum Water Use Allotments as set forth

herein as well as the surcharges/ penalties and other consequences
for a violation thereof.

PASSED AND ADOPTED THIS 18nd day of December, 2014.

Jim Bahringer, President
Board of Directors

APPROVED AS TO FORM:

Timothy J. Carmel
District Counsel

ATTEST:

Monique Madrid
District Clerk

EXHIBIT "A" TO RESOLUTION 48 2014
ENHANCED WATER CONSERVATION MEASURES,
RESTRICTIONS ON THE USE OF POTABLE WATER, AND
MAXIMUM WATER USE ALLOTMENTS

A. RESTRICTIONS ON USE OF POTABLE WATER:

Effective immediately, outdoor use of potable water is restricted as follows:

1. Guests in hotels, motels, and other commercial lodging establishments shall be provided the option of not laundering towels and linens daily. The CCSD will provide lodging establishments notices to advise guests of this option free of charge.
2. Washing vehicles, boats, and trailers with potable water is prohibited.
3. Washing down sidewalks, driveways, streets, walkways, parking lots, windows, buildings, porches, or patios and all other hard-surfaced areas by direct hosing or pressure washers with potable water is prohibited.
4. Emptying and refilling swimming pools and commercial spas is prohibited, except to prevent structural damage and/or to provide for the public health and safety.
5. The use of potable water for fire drills is prohibited.

B. MAXIMUM WATER USE ALLOTMENT:

The use of potable water in excess of the monthly water use allotment set forth below is prohibited.

1. Public Uses. The CCSD will meet with school districts, public park agencies, and all other public agencies to establish appropriate agreements to reduce water consumption. The objective of such agreements shall be to eliminate irrigation of decorative landscape and reduce irrigation of turf and play areas to the minimum levels necessary to protect the health and safety of school children and park visitors. A five hundred (500) percent surcharge/penalty shall apply to all public water use in excess of three units per EDU per month.
2. Commercial Uses. The maximum water use allotment for all commercial uses shall be 80% of the actual average monthly water usage measured during the same monthly billing periods for the previous three (3) years that were used preceding implementation of this Stage 3 Water Shortage Emergency Condition. In the event a commercial use has not previously had an EDU allocation determined, the general manager shall determine and assign the

EDU allocation according to the criteria provided in Title 8 of the CCSD Municipal Code, as subsequently amended or replaced.

3. Residential Uses. A maximum monthly use limit of two units per permanent resident is established for separately metered individual residential dwellings and for each separate residence within residential uses with two or more residential dwellings on the same meter (e.g., apartments and mobile homes). Each residential customer account is allotted two units per month. Customers may request an increase in the allotment of units by completing a permanent resident certification form provided by the district. The breakdown by household size is as follows:

Household Size	Units/Month
<u>1</u> permanent resident	<u>2</u> Units
Each additional permanent resident	<u>2</u> Units each

4. Adjustment of Maximum Water Use Allotment. Each customer shall have the right to request an adjustment of the number of permanent residents in his or her household used to compute the maximum water use allotment by completing the permanent resident certification. The permanent resident certification is a form provided by the CCSD that must be completed by the customer and filed at the CCSD office in order to receive an increased water allotment. It is the consumer's responsibility to complete and file an amended permanent resident certification with the CCSD whenever there is a change in the number of "permanent residents" in the customer's household. Permanent resident certification forms shall be signed under penalty of perjury.

C. WATER RATE SCHEDULE:

The amount of water provided by the CCSD for the minimum bi-monthly residential service charge shall be **reduced from six units to four units**. Therefore, the first tier of the CCSD's graduated water rate schedule, as adopted pursuant to Title 3 of the CCSD's Municipal Code, applies to usage of between zero and four units. The second tier of the graduated water rate schedule applies to usage of between five and fifteen (15) units.

D. MONITORING:

Meters will be read monthly but bills will be prepared bi-monthly for the duration of this Stage 3 Water Shortage Emergency Condition. Customers with meter

readings above the maximum use limits set forth herein shall be notified of a violation. Thirty (30) days after a water bill is mailed, the bill will become delinquent if the bill or any portion thereof which is not in dispute remains unpaid. A delinquent bill shall be increased by penalty of ten (10) percent of the amount of delinquency. If not paid within ten (10) days after receipt of notice of delinquency, service may be disconnected.

E. SURCHARGES/PENALTIES FOR VIOLATION OF MAXIMUM WATER USE ALLOTMENT:

Starting June 1, 2014, a surcharge/penalty will be levied on all water use in excess of the maximum water use allotment set forth as follows:

1. A one hundred percent (100%) surcharge/penalty shall be levied for all water use in excess of the maximum water use allotment for between five (5) – eight (8) units for bi-monthly service; and
2. A five hundred percent (500%) surcharge/penalty shall be levied for water use in excess of the maximum water use allotment for all usage of more than eight (8) units for bi-monthly service.

A delinquent bill shall be increased by penalty of ten (10) percent of the amount of delinquency. If the bill is not paid within ten (10) days after receipt of notice of delinquency, service may be disconnected.

F. CITATIONS FOR VIOLATIONS:

In addition to any other penalty permitted by law, the following fines shall apply to citations for violations of the water use restrictions contained herein: (reference CCSD Municipal Code Section 4.12C Section F(2))

First Violation: The District shall issue a written citation and impose a fine of fifty dollars (\$50.00.) Written notice shall be given to the owner by certified mail. The fine will be billed to the customer on the regular bi-monthly water bill.

Second Violation: A fine of one hundred fifty dollars (\$150.00.) Written notice shall be given to the owner by certified mail. The fine will be billed to the customer on the regular bi-monthly water bill.

Third Violation: A fine of two hundred fifty dollars (\$250.00.) Written notice shall be given to the owner by certified mail. The fine will be billed to the customer on the regular bi-monthly water bill.

Subsequent

Violations: A fine of one thousand dollars (\$1000.00.) Written notice shall be given to the owner by certified mail. The fine will be billed to the customer on the regular bi-monthly water bill.

Failure to pay fines: The District may discontinue water service to any customer who fails to pay fines billed on the regular bi-monthly bill. Service will be restored upon full payment of all outstanding balances and reconnection charges. The charge for reconnection and restoration of normal service shall be twenty-five dollars (\$25.00.)

Discontinuance of Service: Repeated violations (i.e. more than two violations) of the measures adopted by the Board of Directors during the water shortage emergency condition shall be subject to discontinuance of service. The District will send a "Discontinuance Notice" for repeated violation of the measures. The water customer shall have ten (10) days to enter into a mandatory "Water Use and Retrofit Agreement" with the District. The "Water Use and Retrofit Agreement" shall specify mandatory water use restrictions and retrofits that must be implemented by the customer within thirty (30) days. Failure to enter into this agreement within ten (10) days after receipt of the "Discontinuance Notice" shall result in discontinuance of water service.

The general manager or his/her designee may only restore service under a "Water Use and Retrofit Agreement" between the customer and the District. Failure to comply with the "Water Use and Retrofit Agreement" within thirty (30) days from the date water service is restored shall result in discontinuance of water service.

G. EXCEPTIONS:

1. The general manager may, in his or her discretion, grant exceptions to the terms of this chapter not already provided for, if he or she finds and determines that:
 - a. Restrictions herein would cause an undue hardship or emergency condition; or
 - b. That the granting of the exception will not adversely affect the water supply or service to other existing water consumers.

Such exceptions may be granted only upon application in writing. Applications for exceptions from maximum commercial use allotments must be accompanied by a water conservation plan which identifies specific conservation measures to be implemented according to a detailed implementation schedule. Upon granting any such exception, the general manager may impose any conditions he or she determines to be just and proper. The terms of any exception shall be set forth in writing, the original to be kept on file with the district, and a copy to be furnished to the applicant. All exceptions granted shall be reported to the Board of Directors at a regularly scheduled meeting.

2. Specific Exceptions.

- a. The intent of exceptions for laundromats and restaurants with public restrooms shall be to reduce water consumption and provide for surcharges/penalties at Stage 2 levels.
- b. Medical exceptions shall be allowed based on an additional two units of water a month. The general manager shall issue exceptions consistent with current district policy.
- c. Exceptions for public governmental agencies shall be consistent with water conservation policies of the district.

3. An applicant for an exception under this section may appeal the general manager's decision to the Board of Directors. A request for appeal must be submitted to the district in writing not more than ten (10) days after the general manager's decision. The board of directors shall consider the appeal within thirty (30) days of the request for appeal.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.A.**

FROM: Jerry Gruber, General Manager

Meeting Date: December 18, 2014 Subject: Discussion of CCSD Board of
Directors' Bylaws

RECOMMENDATIONS:

It is recommended that the Board review the Board of Directors' Bylaws, and provide staff direction regarding revisions, if any. If significant changes are proposed, it is also recommended that the Board direct staff to draft the changes and return them at the January meeting for further consideration and adoption.

FISCAL IMPACT:

None.

DISCUSSION:

At its November meeting the Board of Directors requested that the Bylaws be placed on the December meeting agenda for discussion. Accordingly, attached are the current Bylaws, which were adopted by the Board on March 27, 2014.

Attachments: CCSD Board Bylaws

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ BHRINGER ___ ROBINETTE ___ THOMPSON ___ CLIFT ___ RICE ___



CAMBRIA COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS' BYLAWS

1. OFFICERS OF THE BOARD OF DIRECTORS

- 1.1 The officers of the Board of Directors are the President and Vice President.
- 1.2 The President of the Board of Directors shall serve as presiding officer at all Board meetings. The President shall have the same rights as the other members of the Board in voting, introducing motions, resolutions and ordinances, and any discussion.
- 1.3 In the absence of the President, the Vice President of the Board of Directors shall serve as presiding officer over all meetings of the Board. If the President and Vice President are both absent, the remaining members shall select one among themselves to act as presiding officer for the meeting.
- 1.4 The President and Vice President of the Board shall be elected annually at the first regular meeting in December and the term of office shall commence immediately upon election and continue until replaced.

2. MEETINGS

- 2.1 Regular meetings of the Board of Directors shall commence at 12:30 p.m. on the fourth Thursday of each calendar month in the Veterans' Memorial Hall located at 1000 Main Street, Cambria unless otherwise directed by the Board of Directors.
- 2.2 Members of the Board of Directors shall attend all regular and special meetings of the Board unless there is good cause for their absence.
- 2.3 No Board action may be taken on an item not on the posted agenda; provided, however, matters deemed to be emergencies or of an urgent nature may be added to the agenda under the procedures of the Brown Act.
- 2.4 Pursuant to the Brown Act:
 - (a) Board Members may briefly respond to statements or questions from the public; and

- (b) Board Members may, on their own initiative or in response to public questions, ask questions for clarification, provide references to staff or other resources for factual information, or request staff to report back at a subsequent meeting; and
 - (c) The President of the Board or a Board majority in open session may take action to direct staff to place a matter on a future agenda.
- 2.5 The President shall conduct all meetings in a manner consistent with the policies of the CCSD. All comments shall be directed to the President. The President shall determine the order in which agenda items shall be considered for discussion and/or actions taken by the Board and shall announce the Board's decision on all subjects. On roll call the maker of the motion shall be called first, the Board member seconding the motion shall be called second, and the remainder are polled with the President voting last, unless the President made the motion or seconded the motion.
- 2.6 A majority of the total membership of the Board shall constitute a quorum for the transaction of business. A majority of the total membership of the Board is sufficient to do business, however motions must be passed unanimously if only three attend. When there is no quorum for a regular meeting, the President, Vice President, or any Board member shall adjourn such meeting, or, if no Board member is present, the District Clerk shall adjourn the meeting.
- 2.7 A roll call vote if required by law shall be taken upon votes on ordinances and resolutions, and shall be entered in the minutes of the Board showing those Board members voting aye, voting no and those abstaining or absent. Unless a Board member states that they are not voting because of a conflict of interest and steps down from the dais prior to the discussion of the item, his or her silence shall be recorded as an affirmative vote and vote of abstention shall be recorded as an abstention.
- 2.8 Any person attending a public meeting of the Board of Directors may record the proceedings with an audio or video tape recorder or a still or motion picture camera in the absence of a reasonable finding that the recording cannot continue without noise, illumination, or obstruction of view that constitutes or would constitute a disruption of the proceedings.
- 2.9 All video tape recorders, still and/or motion picture cameras shall remain stationary and shall be located and operated from behind the public speaker's podium once the meeting begins. The President retains the discretion to alter these guidelines, including the authority to require that all video tape recorders, still and/or motion picture cameras be located in the back of the room.

3. AGENDAS

- 3.1 The General Manager, in cooperation with the Board President and Vice President, shall prepare an agenda for each regular and special meeting of the Board of Directors. The General Manager shall establish a CCSD Policy to guide staff in the preparation of meeting agendas.
- 3.2 A block of approximately 20 minutes time shall be set aside to receive general public comment. Comments on agendaed items should be held until the appropriate item is called. Unless otherwise directed by the President, members of the public shall state their name and their general place of residence prior to giving their comment. Public comment shall be directed to the President of the Board and limited to three minutes unless extended or shortened at the President's discretion.
- 3.3 Those items on the CCSD Agenda, which are considered to be of a routine and non-controversial nature, are placed on the Consent Agenda. These items shall be approved, adopted, and accepted, etc. by one motion of the Board of Directors. For example, approval of Minutes, approval of Warrants, various Resolutions accepting developer improvements, minor budgetary items, status reports, and routine CCSD operations.
 - (a) Board members may request that any item listed under Consent Agenda be removed from the Consent Agenda, and the Board will then take action separately on that item. A member of the public will be given an opportunity to comment on the Consent Agenda, however, only a member of the Board of Directors can remove an item from the Consent Agenda. Items, which are removed ("pulled") by members of the Board for discussion, will typically be heard after other Consent Agenda items are approved unless the President orders an earlier or later time.
 - (b) A Board member may ask questions on any item on the Consent Agenda. When a Board member has a minor question for clarification concerning a consent item, which will not involve extended discussion, the item may be discussed for clarification and the questions will be addressed along with the rest of the Consent Agenda. Board members are encouraged to seek clarifications prior to the meeting if possible.
 - (c) When a Board member wishes to pull an item simply to register a dissenting vote, the Board member shall inform the presiding officer that they wish to register a dissenting vote without discussion. These items will be handled along with the rest of the Consent Agenda, and the District Clerk will register a "no" vote in the minutes.

4. PREPARATION OF MINUTES AND MAINTENANCE OF TAPES

- 4.1 The minutes of the Board shall be kept by the District Clerk and shall be neatly produced and kept in a file for that purpose, with a record of each particular type of business transacted in paragraphs with proper subheadings;
- 4.2 The District Clerk shall be required to make a record only of such business as was actually passed upon by a vote of the Board and, except as provided in Section 4.3 and 4.6 below, shall not be required to record any remarks of Board Members or any other person;
- 4.3 Any Director may request for inclusion into the minutes brief comments pertinent to an agenda item, only at the meeting in which the item is discussed.
- 4.4 Written materials delivered to the Board at the meeting that were not contained in the Board Agenda Packet for review by the Board prior to the meeting shall not be included in the meeting minutes.
- 4.5 The District Clerk shall attempt to record the names and general place of residence of persons addressing the Board, the title of the subject matter to which their remarks related, and whether they spoke in support or opposition to such matter;
- 4.6 Whenever the Board acts in a quasi-judicial proceeding such as in assessment matters, the District Clerk shall compile a summary of the testimony of the witnesses.
- 4.7 Any electronic media of a CCSD meeting made for whatever purpose at the direction of the CCSD shall be subject to inspection pursuant to the California Public Records Act. CCSD tape and film records may be erased ninety (90) days after the taping or the recording.

5. MEMBERS OF THE BOARD OF DIRECTORS

Directors shall prepare themselves to discuss agenda items at meetings of the Board of Directors. Information may be requested from staff or exchanged between Directors before meetings.

- 5.1 Information that is exchanged before meetings shall be distributed through the District Clerk, and all Directors will receive all information being distributed.

- 5.2 Directors shall at all times conduct themselves with courtesy to each other, to staff and to members of the audience present at Board meetings.
 - 5.3 Differing viewpoints are healthy in the decision-making process. Individuals have the right to disagree with ideas and opinions, while being respectful. Once the Board of Directors takes action, Directors should not create barriers to the implementation of said action.
 - 5.4 At the President's discretion District Counsel shall act as parliamentarian.
6. AUTHORITY OF DIRECTORS
- 6.1 The Board of Directors is the unit of authority within the CCSD. Apart from their normal function as a part of this unit, Directors have no individual authority. As individuals, Directors may not commit the CCSD to any policy, act or expenditure.
 - 6.2 Directors do not represent any fractional segment of the community, but are, rather, a part of the body, which represents and acts for the community as a whole.
 - 6.3 The primary responsibility of the Board of Directors is the formulation and evaluation of policy. Routine matters concerning the operational aspects of the CCSD are to be referred to the General Manager.
7. DIRECTOR GUIDELINES
- 7.1 Board Members, by making a request to the General Manager or District Clerk, shall have access to information relative to the operation of the CCSD, including but not limited to statistical information, information serving as the basis for certain actions of Staff, justification for Staff recommendations, etc. If the General Manager or District Clerk cannot provide the requested information in a timely manner by reason of information deficiency, or major interruption in work schedules, workloads, and priorities, then the General Manager or District Clerk shall inform the individual Board Member why the information is not or cannot be made available.
 - 7.2 In handling complaints from residents, property owners within the CCSD, or other members of the public, Directors are encouraged to listen carefully to the concerns, but the complaint should be referred to the General Manager for processing and the CCSD's response, if any.

- 7.3 Directors, when seeking clarification of policy-related concerns, especially those involving personnel, legal action, land acquisition and development, finances, and programming, should confer directly with the General Manager.
 - 7.4 When approached by CCSD personnel concerning specific CCSD policy, Directors should direct inquiries to the General Manager or, in their absence, to the District Clerk. The chain of command should be followed.
 - 7.5 Directors and General Manager should develop a working relationship so that current issues, concerns and CCSD projects can be discussed comfortably and openly.
 - 7.6 When responding to constituent request and concerns, Directors should respond to individuals in a positive manner and route their questions to the General Manager, or in their absence, to the District Clerk.
 - 7.7 Directors are responsible for monitoring the CCSD's progress in attaining its goals and objectives, while pursuing its mission.
8. DIRECTOR COMPENSATION
- 8.1 Directors shall receive compensation of seventy five dollars (\$75.00) for each authorized meeting of the Board attended by him/her, or for each day's service rendered as a Director and approved by the Board.
 - 8.2 The following are authorized meetings for which a Director may be compensated:
 - (a) Regular Board meetings
 - (b) Special Board meetings
 - (c) Advisory or Committee Body meetings
 - (d) Training and Educational seminars, conferences or webinars
 - (e) Negotiation Sessions
 - (f) Depositions
 - (g) Meetings with District consultants, engineers, or other professionals for the purpose of conducting District business or potential business

- (h) Any other activity the Board requests a member attend in advance of attendance
- 8.3 Director compensation shall not exceed six days of service in any calendar month.
- 8.4 In no event shall Director compensation exceed \$75 per day, or \$450 per month.
- 8.5 Each Board Member is entitled to reimbursement for their travel, meals and lodging, and other actual and necessary expenses incurred in the performance of the duties required or authorized by the Board, pursuant to Government Code Section 53232.2.

It is the policy of the CCSD to exercise prudence with respect to hotel/motel accommodations. It is also the policy of the CCSD for Board members and staff to stay at the main hotel/motel location of a conference, seminar, or class to gain maximum participation and advantage of interaction with others whenever possible.

9. COMMITTEES

- 9.1 (a) As is customary with Board meetings, all committees shall meet within the jurisdictional boundaries of CCSD except, as may be permitted by the Brown Act.
 (b) Ad Hoc Committees
 The Board shall appoint such ad hoc committees as may be deemed necessary or advisable. The duties of the ad hoc committee shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made. Ad hoc committees shall meet on an as needed basis
- 9.2 Standing Committees
 - (a) The Board may create standing committees at its discretion. Standing committees shall be advisory committees to the Board of Directors and shall not commit the CCSD to any policy, act or expenditure. Each standing committee may consider CCSD related issues, on a continuing basis, assigned to it by the Board of Directors. The Board of Directors shall appoint committee members.
 - (b) All standing committees shall be conducted as public meetings in accordance with the Brown Act and Sections 2, 3 and 4 of these Bylaws. Summary notes for each meeting of each committee shall be forwarded to the Board of Directors as a public record.

10. CORRESPONDENCE DISTRIBUTION POLICY

Time permitting, the following letters and other documents shall be accumulated and electronically delivered to the Board of Directors and/or with the monthly agenda packet.

10.1 All letters approved by the Board of Directors and/or signed by the President on behalf of the CCSD; and

10.2 All letters and other documents received by the CCSD that are of CCSD-wide concern as determined by CCSD staff.

10.3 The CCSD General Manager shall establish a policy for receiving, processing and distribution of CCSD correspondence.

11. CONFLICTS OF INTEREST AND RELATED POLICY

State laws are in place, which attempt to eliminate any action by a Board Member or the CCSD that may reflect a conflict of interest. The purpose of such laws and regulations is to insure that all actions are taken in the public interest. Laws, which regulate conflicts, are very complicated. The following provides a brief policy summary of various conflict related laws. Directors are encouraged to consult with District Legal Counsel and/or the FPPC at (916) 322-5660, prior to the day of the meeting, if they have a question about a particular agenda item.

11.1 Conflict of Interest

Each Director is encouraged to review the CCSD Conflict Code on an annual basis. The general rule is that an official may not participate in the making of a governmental decision if it is: (1) reasonably foreseeable that the decision will have a (2) material financial effect on the (3) official or a member of his or her immediate family or on an economic interest of the official, and (4) the effect is distinguishable from the effect on the public generally. Additionally, the FPPC regulations relating to interests in real property have recently been changed. If the real property in which the Director has an interest is located within 500 feet of the boundaries of the property affected by decision, that interest is deemed to be directly involved in the decision.

11.2 Interest in Contracts, Government Codes Section 1090

The prohibitions of Government Code Section 1090 provide that the Board of Directors may not contract with any business in which another Board member has financial interest.

11.3 Incompatible Office, Government Code Section 1099

The basic rule is that public policy requires that when the duties of two offices are repugnant or overlap so that their

exercise may require contradictory or inconsistent action, to the detriment of the other public interest, their discharge by one person is incompatible with that interest and the first office is automatically vacated.

12. BOARD MEMBER VACANCY

The Community Services District Law specifically states in Government Code § 61042, subd. (c):

Any vacancy in the office of a member elected to the board of directors shall be filled pursuant to Section 1780.

Government Code §1780 states the options for filling a Board vacancy.

Should the board of directors choose to fill a vacancy by appointment (allowed by law) the following process in addition to the required actions may include:

- 12.1 Adopt a resolution calling for posting of Notice of Vacancy.
- 12.2 The notice is posted in compliance with Government Code §1780 which provides that the remaining board members may fill the vacancy by appointment and that a notice shall be posted at the three CCSD posting locations at least fifteen (15) days before the appointment is made.
- 12.3 The notice may be published in a newspaper of general circulation.
- 12.4 Within 30 days of vacancy notice and receipt of applications call a special meeting for applicant interview process.
- 12.5 The appointment shall be made within 60 days after either the date on which the board is notified of the vacancy or the effective date of the vacancy, whichever is later.
- 12.6 At next regular meeting hold nominations to fill the vacancy. The successful candidate will receive a motion, second and a two thirds majority of votes cast.
- 12.7 The appointee will take the Oath of Office and is encouraged to participate in timely orientation.

13. EVALUATIONS

The CCSD's General Manager and District Legal Counsel shall be evaluated annually.

14. CONTINUING EDUCATION AND ETHICS TRAINING

- 14.1 Members of the Board of Directors are encouraged to attend educational conferences or webinars and professional

meetings when the purposes of such activities are to improve CCSD operations. Subject to budgetary constraints, there is no limit as to the number of Directors attending a particular conference or seminar when it is determined by the Board that their attendance is beneficial to the CCSD.

14.2 Pursuant to sections 53234 et seq. of the Government Code all Directors and designated District personnel shall receive at least 2 hours of ethics training every two years.

14.3 Each newly elected Board member and designated District personnel shall receive ethics training no later than one year from the first day of service with the District.

15. BOARD BYLAW REVIEW POLICY

Subject to 3.1 the Board Bylaw Policy shall be reviewed annually at the first regular meeting in January and amendments to the Bylaws shall be considered for adoption by the Board at the first Regular meeting in February. The review shall be provided by District Counsel and implemented by Board action.

16. RESTRICTIONS ON RULES

The rules contained herein are guidelines only and shall govern the Board in all cases to which they are applicable, and in which they are not inconsistent with State or Federal laws.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.B.**

FROM: Bob Gresens, District Engineer

Meeting Date: December 18, 2014

Subject: Presentation on Enhanced Compliance Action Project; Wastewater Treatment Plant Evaluation

RECOMMENDATIONS:

Receive the presentation.

FISCAL IMPACT:

None.

DISCUSSION:

On February 14, 2014, the Central Coast Regional Water Quality Control Board (“RWQCB”) approved a Settlement Agreement and Stipulation for Entry of Administrative Civil Liability Order No. R3-2014-0008 (“Settlement”). As a part of the Settlement, the RWQCB approved use of one-half of the administrative civil liability, or \$113,413.30, for an Enhanced Compliance Action (“ECA”) Project, which consisted of a comprehensive evaluation of, and recommendations for improvements to, the CCSD wastewater treatment plant (“WWTP”) and an associated preliminary design. One of the ECA project tasks was a presentation of an ECA Engineering Report which is intended to provide the Board and public with an overview and summary of the results of the comprehensive evaluation of the WWTP. The consultant chosen to prepare the ECA project was Carollo Engineers, who are leaders in the field and have a significant amount of previous work involving the CCSD WWTP.

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ BHRINGER ___ ROBINETTE ___ CLIFT___ THOMPSON ___RICE___