

Pursuant to Governor Newsom's Executive Order N-29-20, members of the Finance Standing Committee and staff will participate in this meeting via a teleconference. Members of the public can submit written comments to the Deputy District Clerk at [boardcomment@camabriacsd.org](mailto:boardcomment@camabriacsd.org).



## CAMBRIA COMMUNITY SERVICES DISTRICT

I, Cindy Steidel, Chairman of the Cambria Community Services District Finance Committee, hereby call a Special Meeting of the Finance Committee pursuant to California Government Code Section 54956. The Special Meeting will be held: **Thursday, June 4, 2020, 10:00 AM**. The purpose of the Special Meeting is to discuss or transact the following business:

### AGENDA

### **SPECIAL MEETING OF THE CAMBRIA COMMUNITY SERVICES DISTRICT FINANCE COMMITTEE Thursday, June 4, 2020, 10:00 AM**

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 and available on the CCSD website at [www.camabriacsd.org](http://www.camabriacsd.org). To comply with the Governor's Executive Order, CA Department of Public Health social distancing guidance and shelter-at-home order, related to slowing the spread of coronavirus (COVID-19), the CCSD Administrative Office is closed to the public, until further notice. Please call 805-927-6223 if you need any assistance. If requested, the agenda and supporting documents shall be made available in alternative formats to persons with a disability. The Deputy District Clerk will answer any questions regarding the agenda.

#### **Please click the link below to join the webinar:**

<https://zoom.us/j/92310619741?pwd=U2ZhWUJUaTVqNF13MGZwcXFLY3FDZz09>

**Password: 573996**

#### **Or iPhone one-tap:**

US: +16699006833,,92310619741# or +13462487799,,92310619741#

#### **Or Telephone:**

Dial (for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 346 248 7799 or +1 253 215 8782 or +1 929 205 6099 or +1  
301 715 8592 or +1 312 626 6799

**Webinar ID: 923 1061 9741**

International numbers available: <https://zoom.us/j/92310619741>

#### **1. OPENING**

**A. CALL TO ORDER**

**B. ESTABLISH A QUORUM**

**C. CHAIRMAN'S REPORT**

**2. PUBLIC COMMENT**

**3. CONSENT AGENDA**

- A. Consideration to Approve the May 13, 2020 Special Meeting Minutes and April 28, 2020 Regular Meeting Minutes

**4. REGULAR BUSINESS**

- A. Discussion Regarding the Interfund Loan Policy
- B. Review and Discuss the FY 2020/2021 Preliminary Budget and Provide Recommendation(s) to the Board
- C. Review and Discuss Grants for Electric Vehicle Charging Stations

**5. FUTURE AGENDA ITEMS**

**6. ADJOURN**

**FINANCE COMMITTEE**  
**REGULAR MEETING**  
Tuesday, April 28, 2020 - 10:00 AM

**MINUTES**

**1. TELECONFERENCE**

A. CALL TO ORDER

Chairman Steidel called the meeting to order at 10:00 a.m.

B. ESTABLISH QUORUM

A quorum was established.

Committee members present via Zoom: Cindy Steidel, Ted Siegler, Dewayne Lee, Mary Maher, Marvin Corne and Cheryl McDowell.

Staff present via Zoom: John Weigold, General Manager, Pamela Duffield, Finance Manager and Haley Dodson, Deputy District Clerk

Public present via Zoom: Karen Dean, Elizabeth Bettenhausen, Gordon Heinrichs, Christine Heinrichs, Donn Howell, Harry Farmer, Tina Dickason

C. CHAIRMAN'S REPORT – None.

**2. PUBLIC COMMENT – None.**

**3. CONSENT AGENDA**

A. Consideration to Approve the February 18, 2020 and March 18, 2020 Special Meeting Minutes

Committee member Siegler moved to approve the minutes.

Committee member Corne seconded the motion.

The motion was approved 5-Ayes (Lee, Maher, Corne, Siegler, McDowell), 0-Nays, 0-absent

**4. REGULAR BUSINESS**

A. Receive Update on Financial Projects

Ms. Duffield reported that the 17/18 audit was finalized, and the auditor is working to update the records with the State of CA. The 18/19 audit work will begin in the later part of June.

Ms. Duffield reported that the Taylor project was active pulling utility data to test the software

Mrs. Dodson read email comments from Christine Heinrichs.

B. Review and Discuss Capital Improvement Project Budget Reallocations and Consider Approval of Staff Recommendations

Committee member Maher moved to approve staff recommendations to reallocate funds to accommodate the Urban Water Management Plan and the Vector Truck.

Committee member Siegler seconded the motion.

The motion was approved 5-Ayes (Lee, Maher, Corne, Siegler, McDowell), 0-Nays, 0-absent

C. Review of Third Quarter Budget Report and Staff Recommendations to Adjust Capital Project Budgets

Committee member Maher moved to approve the Third Quarter Budget Report and to adjust the capital project budgets to accommodate the Urban Water Management Plan and the Vector Truck.

Committee member Siegler seconded the motion.

The motion was approved 5-Ayes (Lee, Maher, Corne, Siegler, McDowell), 0-Nays, 0-absent

D. Discussion and Consideration of Recommendations to Approve Water and Wastewater Rate Increases that are Prescribed in Proposition 218 Actions Approved by the Board of Directors in May, 2019

The committee had a robust discussion about how to move forward with the rate increase given the economic impact on our local community due to the Coronavirus pandemic.

Discussion included various options such as delaying the rate start date, reducing the rates, reducing the planned infrastructure projects, renegotiating salary increases, assisting community members most impacted by the economic downturn if the rates are increased, etc.

The committee determined that we needed more data before making a recommendation to the board and asked General Manager Weigold and the staff to document additional information associated with options discussed in the meeting and determine impact scenarios if rates are not increased.

Committee member Corne moved to extend meeting 30 minutes to 12:30 p.m.

Committee member Siegler seconded the motion.

The motion was approved 5-Ayes (Lee, Maher, Corne, Siegler, McDowell), 0-Nays, 0-absent

Committee member Corne moved to extend meeting 15 minutes to 12:45 p.m.

Committee member Siegler seconded the motion.



The motion was approved 5-Ayes (Lee, Maher, Corne, Siegler, McDowell), 0-Nays, 0-absent

Committee member Corne moved to extend meeting 15 minutes to 1:00 p.m.

Committee member McDowell seconded the motion.

The motion was approved 5-Ayes (Lee, Maher, Corne, Siegler, McDowell), 0-Nays, 0-absent

Committee member Maher moved to establish an adhoc committee led by General Manager Weigold including staff and committee members Maher & Siegler to document additional information associated with options discussed in the meeting and determine impact scenarios if rates are not increased. A special meeting of the finance committee will be called after adhoc committee is completed.

Committee member Siegler seconded the motion.

The motion was approved 4-Ayes (Lee, Maher, Corne, Siegler), 1-Nays (McDowell), 0-absent

**5. FUTURE AGENDA ITEMS**

Budget planning for next fiscal year.

**6. ADJOURN**

Chairman Steidel adjourned the meeting at 12:52 p.m.

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**POLICY COMMITTEE SPECIAL MEETING MINUTES**  
Wednesday, May 13, 2020 1:30 PM

**1. OPENING**

**A. CALL TO ORDER**

Chairman Steidel called the meeting to order at 1:30 p.m.

**B. ESTABLISH A QUORUM**

A quorum was established.

Committee members present via Zoom: Cindy Steidel, Ted Siegler, Dewayne Lee, Mary Maher, Marvin Corne and Cheryl McDowell.

Staff present via Zoom: John Weigold, General Manager, Pamela Duffield, Finance Manager, Haley Dodson, Deputy District Clerk and Ray Dienzo, Utilities Department Manager/District Engineer.

Public present via Zoom: Amanda Rice, Donn Howell, Harry Farmer, Elizabeth Bettenhausen, James Green, Karen Dean, Melissa Bland, John Allchin, Michael Calderwood, Paul Nugent and Tina Dickason

**C. CHAIRMAN'S REPORT - None.**

**2. PUBLIC COMMENT - None.**

**3. REGULAR BUSINESS**

**A. Review and Discussion of Recommendations and Considerations to the Board Regarding Water and Wastewater Rate Increases that are Prescribed in Proposition 218 Actions Approved by the Board in May 2019**

Ms. Duffield reviewed the January/February billing status. She also reviewed the items requested by the committee at the last meeting which are included in the agenda packet.

The agenda packet included 3 options: 1) apply rates in July, 2) delay rates until September 1, 2020 bill cycle or 3) delay rates until the November 1, 2020 bill cycle.

The committee continued the discussion from the last meeting about how to move forward with the Proposition 218 rate increase given the economic impact on our local community due to the Coronavirus pandemic.

Committee member Maher moved to recommend to the Board that they approve the Proposition 218 rates as stated and determine the timing of the application of the rates.

Vice Chairman Siegler seconded the motion.

The motion was not approved 2-Ayes (Maher, Siegler), 3-Nays (Corne, Lee, McDowell), 0-absent

The committee continued discussion on which option would be best for the timing of the application of the rates.

Committee member Corne moved to recommend to the Board that they approve the Proposition 218 rates as stated but defer the application of the rates until the September 1, 2020 billing cycle.

Vice Chairman Siegler seconded the motion.

The motion was approved 3-Ayes (Maher, Corne, Siegler), 2-Nays (Lee, McDowell), 0-absent

**4. FUTURE AGENDA ITEMS**

Discussion and consideration for future delays of the rate implementation based on the current environment at that time (July meeting).

**5. ADJOURN**

Chairman Steidel adjourned the meeting at 3:10 p.m.



## CAMBRIA COMMUNITY SERVICES DISTRICT

### INTERFUND LOAN POLICY

#### **PURPOSE**

This policy documents requirements and responsibilities to be followed regarding borrowing between funds of the Cambria Community Services District.

The purpose of this policy is to ensure that all interfund loans are appropriate, properly documented, and not established to the detriment of the fund issuing the loan.

#### **POLICY**

Interfund loans may not be used to solve ongoing structural budget problems. Interfund loans should be limited to addressing short-term issues within one fund (e.g., a major emergency repair).

Interfund loan recommendations and agreements must include the loan amount, an identified repayment source and the date or timing of repayment. Repayment of all loans will be made within a maximum of seven (7) years of the loan being made.

The term of the interfund loan may continue over a period of more than one year, but must be “temporary” in the sense that no permanent diversion of the lending fund results from the failure to repay by the borrowing fund. Additionally, interfund loans should not hinder the accomplishment of any function or project for which the lending fund was established.

The agreements may include an interest component that equals the investment earnings the fund would have received had the loan not occurred. Loans made from the District General Fund to either the Water or the Wastewater Fund may include interest at the discretion of the Board and as recommended by the General Manager or designee.

The Board of Directors must approve all interfund loans by resolution. The interfund loan agreement will be included as an exhibit to the resolution.

Payments made on outstanding loans shall be reflected in the proposed and adopted operating budget and in the annual financial statements. The annual financial statements will also include the loan amount, term, rate of interest, and amount of interest due on the total amount of the loan.

If the borrowing fund continues to maintain a negative cash balance for periods beyond the term of the loan, scheduled payments should be postponed until the fund has a positive cash balance.

Postponement of any loan payment shall not be for more than one year in duration, unless approved by Board resolution. Interest should continue to accrue and be added to the principal of the loan.

Modifications to existing loans may be made only with Board approval.

#### **DEFINITION**

Interfund loans are loans from one District fund to another District fund for a designated purpose.

Interfund loans may be made for the following reasons:

- To offset timing differences in cash flow;
- To provide interim financing in conjunction with obtaining long-term financing;
- For short-term borrowing in place of external financing;
- To provide operating capital for utility funds while the customer base increases;
- For other needs as deemed appropriate by the Board of Directors.

Interfund loan monies may only be used for the purpose identified in the authorizing resolution. Records of interfund loan transactions will be maintained in accordance with generally accepted accounting principles and will reflect the balances of loans in every fund affected by such transactions.

#### **SAMPLE LOAN DOCUMENT**

##### **INTERFUND LOAN AGREEMENT**

The Cambria Community Services District ("District") hereby adopts this Interfund Loan Agreement ("Agreement") authorizing the transfer of funds by and between the Cambria Community Services District General Fund ("General Fund") and the Cambria Community Services District Wastewater Fund ("Wastewater Fund").

##### **RECITALS**

- A. The Wastewater Fund requires an interfund loan in order to fund a shortfall from the \_\_\_\_\_ Fiscal Year of \$\_\_\_\_\_ that was the result of unanticipated and necessary repairs at the Wastewater Treatment Plant, and to address deficiencies in the District's wastewater infrastructure and system.
- B. The District desires and has the resources necessary to facilitate an interfund loan from the General Fund to the Wastewater Fund.
- C. This Agreement is executed for the purpose of evidencing the obligation of the Wastewater Fund to the General Fund for the repayment of monies loaned to the Wastewater Fund by the General Fund.

##### **AGREEMENT**

1. The District agrees to transfer from the General Fund to the Wastewater Fund the amount of \_\_\_\_\_ as of \_\_\_\_\_.
2. The term of this interfund loan shall be for a five (5) year period and shall accrue interest at a simple rate of \_\_\_\_\_ per annum.

3. The Wastewater Fund shall make annual payments based upon the Repayment Schedule contained in Exhibit "A," attached hereto and incorporated herein by reference. The Wastewater Fund shall repay the General Fund in full by \_\_\_\_\_.
4. District staff is directed to make necessary appropriation adjustments to effectuate this interfund loan.
5. District staff is directed to appropriately record this loan in the District's ledger system and subsequent financial reports, as necessary.

IN WITNESS WHEREOF, this Agreement is executed by duly authorized officers of the Cambria Community Services District this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Standing Finance Committee

AGENDA ITEM NO. **4.B.**FROM: John F. Weigold IV, General Manager  
Pam Duffield, Finance Manager

Meeting Date: June 4, 2020

Subject:

Review and Discuss the FY 2020/2021  
Preliminary Budget and Provide  
Recommendation(s) to the Board**Recommendation:**

Staff recommends the Finance Committee review and discuss the FY 2020/2021 preliminary budget and provide recommendations to the Board of Directors.

**Summary:**

The development of the FY 2020/2021 preliminary budget is being presented to the Finance Committee prior to consideration by the District Board of Directors on June 18, 2020. Staff has worked to conform with the District's Budget Policy (see below).

Under CCSD policy, the Board of Directors must consider a final budget prior to September 1, 2020. The purpose of this preliminary budget is to establish the District's revenue and expenditure plans for the upcoming fiscal year, and this preliminary budget must be approved by the Board of Directors prior to July 1, 2020. The final budget will include fund balances and reserve designations.

The later date (September 1<sup>st</sup>, 2020) for approval of the final budget provides the District with an opportunity to close the current year's accounting records and determine beginning fund balances for the upcoming fiscal year. Once the current year's accounting records are closed and next year's beginning fund balances are determined, then the revenue and expenditure plans adopted in the preliminary budget will be used to estimate fund balances at the end of the upcoming fiscal year, which will be June 30, 2021.

With the adoption of the final budget, which is anticipated for the Board meeting of August 20, 2020, the Board does have discretion to modify the revenue and expenditures approved in the preliminary budget just as the Board can modify the budget during the fiscal year. The budget schedules are set up to track any mid-year budget adjustments that are approved so that quarterly budget reviews by the Finance Committee and the Board of Directors during the upcoming fiscal year will illustrate the original approved budget and any approved mid-year budget adjustments.

**District Budget Policy:**

On December 13, 2018, the District Board of Directors approved its "Budget Policy" which can be located at the following link:

<https://www.cambriacsd.org/files/d9631630d/CCSD+Budget+Policy+-+Board+approved+on+12-13-2018.pdf>

The budget policy includes several procedures that guide budget preparation. Some of the procedures have been accomplished but others are only partially complete. Although the attached budget schedules have been prepared to provide the committee with the ability to

consider revenue and expenditure plans required in a preliminary budget, additional requirements of the District's Budget Policy continue to be work-in-progress.

The following is a list of the procedures included in the District Budget Policy:

- A. Plans, goals, resources
- B. Calendaring
- C. Mid-year Budget Update
- D. Organization chart and headcount
- E. CIP
- F. Overhead Allocation
- G. Income Allocation – Property Tax and Other
- H. Structure
- I. Consolidation Entries

The following provides a status on each procedure:

#### **A. Plans, goals, resources**

The following is a summary of the requirements of this budget procedure:

- A budget narrative that discusses the following:
  - Measurable goals, objectives and plans
  - Trade-offs between competing objectives
  - Mid-year reporting on achievements and gaps

Staff has not yet drafted the budget narrative. Committee discussion on these points will be helpful for upcoming preparation of the narrative for Board consideration.

#### **B. Calendaring**

The “Calendaring” budget procedure establishes the timing of budget preparation and review. Although the status of budget efforts complies with state statutes, the timing established in the Calendaring section of the budget policy were not met.

#### **C. Mid-year Budget Update**

During the past fiscal year, staff has presented a quarterly update to both the Board and the Finance Committee, which have included any required budget adjustments. There is no longer a Mid-Year Budget Update, as staff has been providing these updates on a quarterly basis and will be continuing this process into future fiscal years.

#### **D. Organization chart and headcount**

Staff has completed a draft of the current and proposed organization charts and headcount (i.e. the Position Allocation List). Recommendations on staffing includes reorganizing the Utilities Department by reclassifying the Management Analyst to a Program Manager and converting the Administrative Technician II from limited term to full time. These two positions are allocated to Water (34%), SWF (33%) and Wastewater (33%) Funds. Additionally, there is one staff change in the General Fund to convert the Clerical Assistant from part-time to full time.

#### **E. CIP (Capital Improvement Plans)**

This procedure has been completed and budget recommendations on CIP are ready for committee consideration. Some trade-offs exist that will require discussions. The CIP



prioritization efforts that have been reviewed through the past fiscal year by both the Resource & Infrastructure and Finance Committees have provided the groundwork for considering CIP related budget recommendations.

#### **F. Overhead Allocation**

This procedure has been completed consistent with the Budget Policy. The overhead allocations are included in the Administrative budget schedules.

#### **G. Income Allocation – Property Tax and Other**

This procedure has been completed consistent with the Budget Policy. The majority of property tax revenues are allocated to General Fund budgets and a small amount allocated to the Wastewater Enterprise Fund budget to offset low income rate reductions.

#### **H. Structure**

This procedure has been completed for the preliminary budget. Details associated with fund balances are included in the final budget, as previously discussed in the Summary of this staff report.

#### **I. Consolidation Entries**

This procedure has been completed. This procedure includes direction to create “Eliminating Entries” to avoid overstating revenues and expenditures. Eliminating entries are, however, more closely associated with financial audits and annual reports that are prepared in accordance with Generally Accepted Accounting Principles (GAAP) and related authoritative proclamations published by the Financial Accounting Standards Board (FASB) and the Governmental Accounting Standards Board (GASB). Eliminating entries are not typically associated with budgeting of governmental funds since interfund transfers and overhead allocations are allowable transactions provided specific criteria are met to ensure that standards associated with governmental fund accounting are not violated. The budget schedules have been developed so that interfund transfers and overhead allocations are easily identified.

#### **Budget Schedules:**

The following budget schedules are attached:

- Consolidated General Fund Summary
  - Summary and Detailed Schedules for each General Fund budgets:
    - Fire Fund
    - Facilities and Resources Fund
    - PROS (Parks, Recreation and Open Space) Fund
    - Administrative Fund (Including the Overhead Allocation spreadsheet)
- Consolidated Enterprise Fund Summary
  - Summary and Detailed Schedules for each Enterprise Fund budget:
    - Water Fund
    - SWF Operations Fund
    - SWF Capital Fund
      - Consolidated Water Fund Summary
      - Wastewater Fund
- Other Schedules
  - Staffing Information
    - Salary Schedule
    - Position Allocation Listing

- Organizational Charts
- Capital Improvement Project Listing
- Department Line Item Budget Requests

**Budget Discussion Topics:**

Staff is prepared to review each of the budgets in the order listed above. The following is an outline of the topics that staff is intending to cover while reviewing the budget schedules.

1. Is the budget balanced as presented or are additional decisions needed so that it can be balanced?
2. How were the revenue and expenditure estimates determined?
3. What are the trade-offs?
4. What budget requests have been submitted but are not included in the attached schedules since they have been considered to be un-fundable?
5. What supplemental revenues, if any, might be available to help close budget gaps?
6. What special studies or other work is required next year?
7. How are the capital project priorities reflected? Is it consistent with direction provided from the joint meeting of the Finance Committee and the Resource and Infrastructure Committee?
8. How do the Enterprise Fund budgets compare to the Proposition 218 estimates?
9. What goals and objectives are appropriate for each budget?

**Attachments:**

- A. FY 2020/2021 Preliminary Budget

# CAMBRIA COMMUNITY SERVICES DISTRICT



FISCAL YEAR 2020-2021

DRAFT - PRELIMINARY BUDGET

JUNE 4, 2020

## GENERAL FUND SUMMARY

- Fire Department – 01
- Facilities & Resources Department – 02
- Parks, Recreation & Open Space Department – 16
  - Administration Department - 09



GENERAL FUND  
FIRE DEPARTMENT - 01









A	B	C	D	G	H	I	J	K	L
1	<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b>								
2	<b>FUND LEVEL ANALYSIS</b>								
3	<b>FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01</b>								
4	3%								
5	<b>ACCOUNT NO.</b>	<b>GENERAL FUND (GF) FIRE DEPARTMENT - 01</b>	<b>ACTUAL FY 2017/2018</b>	<b>(unaudited) ACTUAL FY 2018/2019</b>	<b>ESTIMATED FY 2019/2020</b>	<b>2020/2021 PROPOSED BUDGET</b>			
7	<b>SOURCES OF FUNDS</b>								
9	<b>REVENUES</b>								
10	01 4127	Grant/Revenue: County SLO OES FF Radios		0	33,036			30,000	
11	01 4200	Interest Income	0	0	0			0	
12	01 4310	Property Tax	1,603,280	1,757,766	1,785,400			1,838,962	
13	01 4311	County Administrative Fee	(16,649)	(18,256)	(17,386)			(17,850)	
14	01 4335	Assessment-Fire	438,506	458,508	472,500			483,900	
15	01 4362	Insurance Reimbursement	0	11,069	37,564				
16	01 4370	Weed Abatement	6,388	39,610	18,925			18,000	
17	01 4373	Inspection Fee Revenue	12,524	8,656	14,500			14,500	
18	01 4390	Miscellaneous Revenue	10,113	348	25			0	
19	01 4610	Grants Revenue: SAFER	117,343	0	0			0	
20	01 4618	Grant/Revenue: Personnel Protection	0	0	0			0	
21	01 4625	Grant/Revenue: Federal Firefighters Radios		0	0			0	
22	01 4390	Reimbursement for Fuel Tank Repairs - CHCD		0	0			0	
23	01 4392	Sale of Equipment		0	3,425			0	
32				0					
33									
34		<b>Total Revenues</b>	<b>\$2,171,505</b>	<b>\$2,257,701</b>	<b>\$2,351,275</b>			<b>\$2,367,512</b>	
35		<b>OTHER SOURCES OF FUNDS</b>							
41				0					
43		<b>Total Other Sources of Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			<b>\$0</b>	
44		<b>Total Sources of Funds</b>	<b>\$2,171,505</b>	<b>\$2,257,701</b>	<b>\$2,351,275</b>			<b>\$2,367,512</b>	



A	B	C	D	G	H	I	J	K	L
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01								3%
2									
3									
4	ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET			
45	<b>USES OF FUNDS</b>								
47	<b>SALARIES &amp; WAGES</b>								
48	5000	Salary & Wages	697,414	585,574	528,455			716,343	
49	5010	Overtime	166,998	183,042	150,577			128,000	
50	5020	Standby	5,985	1,170	5,000			5,000	
51	5031	Reserve Firefighter Pay	101,501	118,737	117,712			148,133	
52	5040	Sick/Vacation Pay	67,868	59,583	63,621			0	
53	5050	Holiday Pay	37,588	29,677	16,011			0	
54		Reduction for "E" Step			0			0	
55		<b>Total Salaries &amp; Wages</b>	<b>\$1,077,354</b>	<b>\$977,784</b>	<b>\$881,376</b>			<b>\$997,476</b>	
56	<b>BENEFITS</b>								
57	5101	Uniform Allowance	1,625	2,500	2,500			2,500	
58	5102	Dental Insurance	14,236	12,470	14,080			13,570	
59	5103	Medical Insurance	132,959	114,086	126,929			137,844	
60	5105	Life Insurance	869	675	752			1,008	
61	5106	FICA	63,682	57,862	54,788			57,090	
62	5107	Medicare	15,315	13,955	13,308			14,537	
63	5108	Workers Compensation	31,461	31,938	33,582			52,672	
64	5109	PERS - Retirement	201,915	209,633	247,193			290,187	
65	5111	Payroll Tax Expense	0	0	(109)			0	
66	5112	UI Reim Benefit	0	0	0			0	
67	5120	Other Employee Benefits	850	2,550	2,600			2,600	
68	5121	Retirees Health	49,037	48,244	47,129			44,167	
69	5122	Medical Reimbursements - HRA	17,175	15,425	15,600			15,600	
71		<b>Total Benefits</b>	<b>\$529,124</b>	<b>\$509,339</b>	<b>\$558,353</b>			<b>\$631,775</b>	





A	B	C	D	G	H	I	J	K	L
1									
2	<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b>								
3	<b>FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01</b>								
4	3%								
4	<b>ACCOUNT NO.</b>	<b>GENERAL FUND (GF)</b>	<b>FIRE DEPARTMENT - 01</b>	<b>ACTUAL</b>	<b>(unaudited) ACTUAL</b>	<b>ESTIMATED</b>	<b>2020/2021</b>	<b>PROPOSED</b>	<b>BUDGET</b>
5				<b>FY 2017/2018</b>	<b>FY 2018/2019</b>	<b>FY 2019/2020</b>			
6									
7									
72		<b>Total Personnel Services</b>		<b>\$1,606,478</b>	<b>\$1,487,123</b>	<b>\$1,439,729</b>			<b>\$1,629,251</b>
73		<b>SERVICES &amp; SUPPLIES</b>							
74	6010	Ads-Legal/Other		292	1,129	407			419
75	6011I	Public Information		218	0	1,341			1,381
76	6011W	Public Information - Website		0	0	0			0
77	6011W	Public Information - Website New Request				183			189
78	6014	Public Events		377	0	0			0
79	6031F	Maint & Repair Water Dept -Fire Hydrant		572	72	0			0
80	6032S	M & R-Disposal of Sludge		0	0	0			0
81	6033B	M&R Buildings		7,575	4,115	2,596			2,674
82	6033F	M&R FD WTR Leak			19,548	37,564			0
83	6033G	Maint & Repair - Grounds (formerly 6042)		0	934	253			261
84	6033R	M & R - Ranch		0	0	0			0
85	6036	M & R - Emergency		0	0	0			0
86	6040	Maintenance & Repair - Equipment		2,851	2,626	821			846
87		Maintenance & Repair - Equip - New Request							2,500
88	6041L	Maint and Repair - Vehicles - Licensed		28,517	18,252	28,196			29,042
89	6042	Old M & R Bld/Grd		0	0	0			0
90	6044	Computer/Copier /Printer Srvcs/Maint/Agree		1,980	2,287	4,726			4,868
91	6045	Computer/Copier/Printer Supplies/Maint.		1,092	39	118			122
92	6048	Security and Safety		485	516	1,987			2,046
93	6048E	Safety - Medical		150	0	200			0
94	6050	Office Supplies		2,610	3,387	1,218			1,255
95	6051	Printing & Shipping		827	869	25			26
96		Printing & Shipping - New Request							74
97	6052	Bank Charges		11	0	39			40
98	6053	Printing/Forms		912	315	0			0




A	B	C	D	G	H	I	J	K	L
1	 <p><b>CAMBRIA COMMUNITY SERVICES DISTRICT</b>  <b>FUND LEVEL ANALYSIS</b>  <b>FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01</b></p>								
2	3%								
3									
4	<b>ACCOUNT NO.</b>	<b>GENERAL FUND (GF)</b>	<b>ACTUAL FY 2017/2018</b>	<b>(unaudited) ACTUAL FY 2018/2019</b>	<b>ESTIMATED FY 2019/2020</b>	<b>2020/2021 PROPOSED BUDGET</b>			
5	<b>FIRE DEPARTMENT - 01</b>								
6									
7									
99	6054	Membership -Dues , Publications & Books	6,236	5,211	7,648	7,877			
100	6054	Membership-Dues - New Request			0	123			
101	6055	Government Fees and Licenses	43,137	48,634	47,300	48,719			
102	6055	Image Trend - EMS		0	2,688	2,769			
103	6055	Image Trend - Fire			1,751	1,804			
105	6060C	Utilities Cell Phone	2,834	2,569	3,073	3,165			
106	6060E	Utilities Electricity	7,427	8,972	7,761	7,993			
107	6060G	Utilities Gas	2,169	2,862	2,733	2,815			
108	6060I	Utilities Internet Access	1,263	2,413	1,646	1,695			
109	6060P	Utilities Phone-Land Lines, Faxes, Alarms	4,251	5,188	5,851	6,026			
110	6060S	Utilities Sewer	1,143	1,277	1,372	1,414			
111	6060W	Utilities Water	1,797	1,966	2,027	2,088			
114	6080K	Prof Services-District Counsel	1,169	0	0	0			
115	6080L	Land Conservancy -Lot Inventory, Etc.	0	740	0	0			
116	6080M	Prof Services - Miscellaneous/Other	3,994	1,812	10,423	10,735			
117	6080T	Prof Services - Temporary	0	0	0	0			
118	6086	Outside Services	0	0	650	0			
119	6089	Emergency Medical Supplies	4,956	7,180	6,355	6,545			
120		Emergency Medical Supplies - New Request				455			
121	6090	Department Operating Supplies	17,701	16,657	17,240	17,757			
122	6093	Small Tools and Equipment	266	0	1,512	1,557			
123	6094	Clothing and Uniform	2,236	6,398	1,931	1,989			
124	6095	Office Furnishings & Equipment	919	129	0	0			
125	6096	Fuel -Gas and Diesel	18,227	21,075	21,177	21,812			
126	6098	OTS Grant	12	0	0	0			
127	6115	Meeting Expense	552	125	242	300			
128	6120A	Employee ALS Cert/Recruit Training	835	2,556	4,145	4,270			
129	6120E	Travel, Training, Seminars – Employees	25,429	18,381	7,145	15,000			



A	B	C	D	G	H	I	J	K	L	
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01</b>								3%	
2										
3										
4	ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET				
7										
130	6120R	Training - Reimbursement	0	0	59		0			
131	6124	Employee Recognition	311	0	425		438			
132	6125	Employee Recruitment	5,392	1,451	0		0			
133	6125	Employee Recruitment - New Request			0		500			
134	6220A	Fire Dept - Aware/Eductn/CERT/Vol Progm	1,626	1,288	4,323		0			
135	6220B	Fire Dept - SC BA Brthg Apts/Respry Test	535	4,775	0		0			
136	6220B	SBCA Flow Test - New Request			0		2,000			
137	6220D	Fire Dept Disaster Preparedness	5,495	2,398	0		2,000			
138	6220E	Fire Dept -EOC Upgrade	545	0	0		5,000			
139	6220F	Fire Dept Fr Haz Defensible Spc/Chipping	0	0	0		2,000			
140	6220H	Fire Dept - Haz Mat Phys	0	0	0		0			
141	6220P	Personal Protective Equipment	57,965	1,511	3,396		3,498			
142		Personal Protective Equipment - New Request					6,502			
143	6220R	FHRP Contract	15,405	29,356	24,669		30,000			
144	6220S	Fire Dept - Surf Rescue/NCOR Program	2,403	4,511	0		6,200			
145	6221	Public Education - New Request (Formerly 6220A)					2,500			
146		CERT - New Request (Formerly 6220A)					1,000			
147	6602	Transit Expense	0	0	0		0			
149		<b>Total Services &amp; Supplies</b>	<b>\$284,699</b>	<b>\$253,524</b>	<b>\$267,217</b>		<b>\$274,289</b>			
150		<b>CAPITAL OUTLAY</b>								
151	6170	Capital Asset-Install Radio in 5792	7,642	0	0					
152	6170B	Chief/Command Pickup (5 Year Lease)	39,132	0	0					
153	6170C	USAR Equipment (Urban Search & Res	0	0	0					
154	6170D	Image Trend Elite Project Management	0	0	0					
155	6170F	Zoll X Series EKG	0	34,575	0		0			
156	6170G	Command Vehicle Buildup	0	27,526	0		0			

A	B	C	D	G	H	I	J	K	L	
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01							3%	
2										
3										
4	ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01		ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020		2020/2021 PROPOSED BUDGET		
5	6170	Fuel Station Computer Replacement				0		0		
6	6170	Station Security Upgrade- Phase I of III				0		0		
7	6170	Radio System Upgrade- Phase I, Phase II				40,729		30,000		
162		<b>Total Capital Outlay</b>		<b>\$46,774</b>	<b>\$62,101</b>	<b>\$40,729</b>		<b>\$30,000</b>		
163		<b>DEBT SERVICE</b>								
164	2517	Principal on Fire Engine Lease/Purchase		118,749	121,455	124,394		127,319		
165	6190	Interest on Fire Engine Lease/Purchase		14,949	11,919	8,980		6,054		
167		<b>Total Debt Service</b>		<b>\$133,698</b>	<b>\$133,374</b>	<b>\$133,374</b>		<b>\$133,374</b>		
168		<b>ADMINISTRATIVE COST ALLOCATION</b>								
169	6200	Allocated Overhead		321,704	394,335	377,439		419,239		
171		<b>Total Administrative Cost Allocation</b>		<b>\$321,704</b>	<b>\$394,335</b>	<b>\$377,439</b>		<b>\$419,239</b>		
172		<b>Total Expenditures</b>		<b>\$2,393,353</b>	<b>\$2,330,457</b>	<b>\$2,258,488</b>		<b>\$2,486,152</b>		



A	B	C	D	G	H	I	J	K	L
		<b>CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS</b>							
		<b>FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01</b>							3%
4	ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET			
173									
174		<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(\$221,848)</b>	<b>(\$72,756)</b>	<b>\$92,787</b>	<b>(\$118,640)</b>			
175		<b>TRANSFERS &amp; ENCUMBRANCES</b>							
176	01 4625	Transfers In - From General Fund	112,082	0	0				
177		(Transfers Out)		27,320					
178		Encumbrances - Sources of Funding		0					
179		Encumbrances - (Designated Funds)		0					
180									
181		<b>NET TRANSFERS &amp; ENCUMBRANCES</b>	<b>\$112,082</b>	<b>\$27,320</b>	<b>\$0</b>	<b>\$0</b>			
182		<b>RESERVES</b>							
183		Use of Reserves		0					
184		(Additions to Reserves)		0					
185		Other Adjustments		0	0				
186									
187		<b>RESERVES - INCREASE / (DECREASE)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			
188		<b>NET BUDGETARY SOURCES/USES</b>	<b>(\$109,766)</b>	<b>(\$45,436)</b>	<b>\$92,787</b>	<b>(\$118,640)</b>			
189									
190		<b>RESERVES</b>							
191		Beginning Reserves							
192		Operating Surplus / (Deficit)	<b>(\$221,848)</b>	<b>(\$72,756)</b>	\$92,787	<b>(\$118,640)</b>			
193		Transfers & Encumbrances	\$112,082	\$27,320	\$0	\$0			
194		<b>ENDING RESERVES</b>	<b>(\$109,766)</b>	<b>(\$45,436)</b>	<b>\$92,787</b>	<b>(\$118,640)</b>			


GENERAL FUND  
FACILITIES & RESOURCES DEPARTMENT – 02









A	B	C	D	G	H	I	J	K	L
1									
2	<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b>								
3	<b>FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02</b>								
4	3%								
5	ACCOUNT NO.	GENERAL FUND (GF)	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET			
6	<b>FACILITIES &amp; RESOURCES - 02</b>								
7	<b>SOURCES OF FUNDS</b>								
9	<b>REVENUES</b>								
10	01 4130	Reimbursements - Fire Safe Council	0	0	0	0	0	0	0
11	01 4200	Interest Income	0	0	0	0	0	0	0
12	01 4310	Property Tax	598,132	655,724	668,455	689,177	689,177	689,177	689,177
13	01 4311	County Administrative Fee	(1,691)	(2,469)	(2,144)	(2,300)	(2,300)	(2,300)	(2,300)
14	01 4362	Insurance-Reimbursement	0	0	0	0	0	0	0
15	01 4390	Misc Revenue	0	600	718	600	600	600	600
16	01 4500	Veterans Hall Rental Fees	24,930	24,609	35,155	26,000	26,000	26,000	26,000
17	01 4525	Veterans Hall Rents- Private Parties	0	500	500	500	500	500	500
18	01 4560	Rent Banner Poles	100	100	200	200	200	200	200
19	01 4570	Rent-Ranch Events	100	300	200	200	200	200	200
20	01 4590	Veterans Hall Clean Fee	0	173	200	200	200	200	200
21	01 4610	Grants/Misc.Rev (FFRP Homless Cleanup Contr)	0	0	7,000	0	0	0	0
22	01 4619	Land Conservancy	3,000	0	3,000	3,000	3,000	3,000	3,000
23				0		0	0	0	0
24									
36		<b>Total Revenues</b>	<b>\$624,571</b>	<b>\$679,537</b>	<b>\$713,284</b>	<b>\$717,577</b>	<b>\$717,577</b>	<b>\$717,577</b>	<b>\$717,577</b>
37		<b>OTHER SOURCES OF FUNDS</b>							
38		Loan Proceeds		18,500	0	40,000	40,000	40,000	40,000
39				0					
45		<b>Total Other Sources of Funds</b>	<b>\$0</b>	<b>\$18,500</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$40,000</b>
46		<b>Total Sources of Funds</b>	<b>\$624,571</b>	<b>\$698,037</b>	<b>\$713,284</b>	<b>\$757,577</b>	<b>\$757,577</b>	<b>\$757,577</b>	<b>\$757,577</b>


A	B	C	D	G	H	I	J	K	L	
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02</b>								3%
2										
3										
4	ACCOUNT NO.	GENERAL FUND (GF)		ACTUAL	(unaudited)	ESTIMATED	2020/2021			
5		FACILITIES & RESOURCES - 02		FY 2017/2018	FY 2018/2019	FY 2019/2020	PROPOSED		BUDGET	
6										
7										
47		<b>USES OF FUNDS</b>								
49		<b>SALARIES &amp; WAGES</b>								
50	5000	Salary & Wages	186,667	182,170	175,780	213,093				
51	5010	Overtime	9,461	6,600	13,653	7,500				
52	5040	Sick/Vacation Pay	14,586	16,761	8,878	0				
53	5050	Holiday Pay	10,152	9,292	12,124	0				
56		Reduction for "E" Step		0		(7,385)				
57		<b>Total Salaries &amp; Wages</b>	<b>\$220,866</b>	<b>\$214,823</b>	<b>\$210,435</b>	<b>\$213,208</b>				
58		<b>BENEFITS</b>								
59	5101	Uniform Allowance	725	1,200	800	1,200				
60	5102	Dental Insurance	5,387	5,376	4,179	3,800				
61	5103	Medical Insurance	49,114	47,517	45,033	46,282				
62	5105	Life Insurance	298	295	298	432				
63	5106	FICA	13,245	12,970	11,523	13,057				
64	5107	Medicare	3,097	3,033	2,695	3,262				
65	5108	Workers Compensation	7,009	7,808	7,321	13,139				
66	5109	PERS - Retirement	38,504	40,783	45,906	63,901				
67	5120	Other Employee Benefits	2,650	2,550	2,737	3,200				
68	5121	Retirees Health	20,207	19,206	19,537	24,184				
69	5122	Medical Reimbursements - HRA	5,175	5,075	3,900	4,800				
73		<b>Total Benefits</b>	<b>\$145,411</b>	<b>\$145,813</b>	<b>\$143,929</b>	<b>\$177,257</b>				
74		<b>Total Personnel Services</b>	<b>\$366,277</b>	<b>\$360,636</b>	<b>\$354,364</b>	<b>\$390,465</b>				
75		<b>SERVICES &amp; SUPPLIES</b>								




A	B	C	D	G	H	I	J	K	L	
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02</b>							3%	
2										
3										
4	ACCOUNT NO.	GENERAL FUND (GF)		ACTUAL	(unaudited) ACTUAL	ESTIMATED		2020/2021		
5		FACILITIES & RESOURCES - 02		FY 2017/2018	FY 2018/2019	FY 2019/2020		PROPOSED		
6								BUDGET		
7										
76	6010	Ads - Legal/Other		0	518	0		0	0	
77	6014	Public Events		73	0	0		0	0	
78	6030	Insurance		0	200	0		0	0	
79	6033B	Maintenance & Repairs - Buildings		7,258	5,533	10,493		10,808	10,808	
80	6033G	M&R - Grounds (incl approx 450 vac lots)		22,354	22,568	21,115		21,748	21,748	
81	6033E	Maintenance & Repairs - Homeless Cleanup				24,669		25,409	25,409	
82		M&R - Shelter/Cover for Trailer New Request				0		2,000	2,000	
83	6033G	Sidewalk Repair on Center St.				6,203		0	0	
84	6033L	M & R - Street Lights		1,941	1,817	0		0	0	
85	6033R	M & R - Ranch		49,897	45,832	51,355		52,895	52,895	
86	6033V	M & R - Vet's Hall		7,852	9,037	16,832		17,337	17,337	
87	6040	M & R - Equipment		350	26	100		103	103	
88	6041L	Maintenance & Repairs - Vehicles Licenses		3,395	2,597	1,163		1,198	1,198	
89	6041N	Maint. & Repairs - Vehicles Non-Licensed		2,264	4,161	5,196		5,352	5,352	
90	6041N	Maint. & Repairs - New Request				0		0	0	
91	6045	Computer/Copier/Printer Supplies/Maint.		0	1,785	247		254	254	
92	6048	Security Safety		0	622	0		0	0	
93	6050	Office Supplies		0	0	64		66	66	
94	6053	Printing/Forms		93	0	0		0	0	
95	6055	Government Fees & Licenses		135	337	180		186	186	
96	6058	Cash Over (Short)		0	0	0		0	0	
97	6059	Bad Debt		0	0	0		0	0	
98	6060C	Utilities - Cell Phone		662	729	863		889	889	
99	6060E	Utilities - Electricity		20,423	20,757	18,806		19,371	19,371	
100	6060G	Utilities - Gas		1,466	2,867	3,353		3,454	3,454	
101	6060I	Utilities - Internet		4,443	5,519	4,499		4,634	4,634	



A	B	C	D	G	H	I	J	K	L
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02								
2									
3									
4	ACCOUNT NO.	GENERAL FUND (GF) FACILITIES & RESOURCES - 02		ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020		2020/2021 PROPOSED BUDGET	
102	6060P	Utilities - Phone-Land Lines, Faxes, Alarms		1,294	830	682		703	
103	6060S	Utilities - Sewer		2,535	3,807	3,701		3,812	
104	6060W	Utilities - Water		4,019	5,719	6,394		6,586	
105	6070	Equipment Rental		165	0	699		720	
107	6080K	Professional Services - District Counsel		855	0	0		0	
108	6080M	Professional Services - Misc./Other		6,482	5,575	9,031		9,302	
109	6080T	Temporary Service - (2 Mos) New Request						8,000	
110	6090	Department Operating Supplies		11,956	11,917	12,669		13,049	
111	6091	Lab Tests		0	0	0		0	
112	6093	Small Tools and Equipment		4,920	3,384	4,000		4,120	
113	6094	Clothing and Uniform		490	1,119	2,156		2,221	
114	6096	Fuel - Gas and Diesel		6,691	10,579	14,226		14,652	
115	6115	Meeting Expenses		313	113	25		26	
116	6120E	Travel, Training, Seminars - Employees - New Request			0	0		2,000	
117	6125	Employee Recruitment		465	188	500		515	
146		<b>Total Services &amp; Supplies</b>		<b>\$162,791</b>	<b>\$168,137</b>	<b>\$219,222</b>		<b>\$231,410</b>	
147		<b>CAPITAL OUTLAY</b>							
148	1470	Toro Dingo TX 1000			18,500	0		0	
149	6170	Mower			14,203	0		0	
154	6170	Capital Assets		9,154	0			0	
158		Trailer - Homeless Personal Property Storage						12,000	
159		F350 Truck - Replace 1999 F150 Truck						40,000	
160									
161									
162									
163		<b>Total Capital Outlay</b>		<b>\$9,154</b>	<b>\$32,703</b>	<b>\$0</b>		<b>\$52,000</b>	

A	B	C	D	G	H	I	J	K	L
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02</b>							
2		3%							
3									
4	ACCOUNT NO.	GENERAL FUND (GF) FACILITIES & RESOURCES - 02		ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020		2020/2021 PROPOSED BUDGET	
164		<b>DEBT SERVICE</b>							
165		Budget Excess			0	0		0	
166	6180J	Loan Principal - John Deere	6,270	522	0			0	
167	6180J	Loan Principal - Ford (7mos)	6,352	6,740	7,152			4,373	
168	2520	Loan Principal - Western Fin (Toro)	-	2,265	3,490			3,646	
169	6180H	Interest Expense - Ford Motor (7mos)		905	493			87	
170	6180H	Interest Expense - Western Finance		556	588			432	
171	6180J	Loan Principal		0	0			0	
172	6180H	Interest Expense	1,293	0	0			0	
174									
175		<b>Total Debt Service</b>	<b>\$13,915</b>	<b>\$10,988</b>	<b>\$11,723</b>			<b>\$8,538</b>	
176		<b>ADMINISTRATIVE COST ALLOCATION</b>							
177	6200	Allocated Overhead	102,298	136,604	121,178			133,250	
178									
179		<b>Total Administrative Cost Allocation</b>	<b>\$102,298</b>	<b>\$136,604</b>	<b>\$121,178</b>			<b>\$133,250</b>	
180		<b>Total Expenditures</b>	<b>\$654,435</b>	<b>\$709,067</b>	<b>\$706,487</b>			<b>\$815,663</b>	




A	B	C	D	G	H	I	J	K	L
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02</b>							3%
2									
3									
4	ACCOUNT NO.	GENERAL FUND (GF)		ACTUAL	(unaudited)	ESTIMATED		2020/2021	
5		FACILITIES & RESOURCES - 02		FY 2017/2018	FY 2018/2019	FY 2019/2020		PROPOSED	
6								BUDGET	
7									
181		<b>OPERATING SURPLUS/(DEFICIT)</b>		<b>(\$29,864)</b>	<b>(\$11,030)</b>	<b>\$6,796</b>		<b>(\$58,086)</b>	
182		<b>TRANSFERS &amp; ENCUMBRANCES</b>							
183	01 4625	Transfers In - From General Fund		0	0				
184		(Transfers Out)			0				
185		Encumbrances - Sources of Funding			0				
186		Encumbrances - (Designated Funds)			0				
187									
188		<b>NET TRANSFERS &amp; ENCUMBRANCES</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	
189		<b>RESERVES</b>							
190		Use of Reserves			0				
191		(Additions to Reserves)			0				
192		Other Adjustments			0				
193									
194									
195		<b>RESERVES - INCREASE / (DECREASE)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	
196		<b>NET BUDGETARY SOURCES/USES</b>		<b>(\$29,864)</b>	<b>(\$11,030)</b>	<b>\$6,796</b>		<b>(\$58,086)</b>	
197									
198		<b>RESERVES</b>							
199		Beginning Reserves							
200		Operating Surplus / (Deficit)		<b>(\$29,864)</b>	<b>(\$11,030)</b>	<b>\$6,796</b>		<b>(\$58,086)</b>	
201		Transfers & Encumbrances		\$0	\$0	\$0		\$0	
202		<b>ENDING RESERVES</b>		<b>(\$29,864)</b>	<b>(\$11,030)</b>	<b>\$6,796</b>		<b>(\$58,086)</b>	


GENERAL FUND  
PARKS, RECREATION & OPEN SPACE  
DEPARTMENT – 16








A	B	C	D	G	H	I	J	K
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> PARKS, RECREATION & OPEN SPACE - GENERAL FUND - 01, DEPARTMENT - 16 <span style="float: right;">3%</span>						
2								
3								
4	ACCOUNT NO.	GENERAL FUND (GF) PROS DEPARTMENT - 16	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET		
5								
6								
7								
8	<b>SOURCES OF FUNDS</b>							
9	<b>REVENUES</b>							
10	01 4001	Franchise Fees	85,842	0	0	0		
11	01 4310	Property Tax	150,754	45,989	48,292	49,911		
12	01 4311	County Administrative Fee	(426)	(333)	(310)	(315)		
13	01 4390	Miscellaneous Revenue	505	505	0	505		
31				0				
32								
33		<b>Total Revenues</b>	<b>\$236,675</b>	<b>\$46,161</b>	<b>\$47,982</b>	<b>\$50,101</b>		
34	<b>OTHER SOURCES OF FUNDS</b>							
38	01 4395	Proposition 1A Reserve	0	0				
39	01 4615	Reserve Transfer In	0	0				
43		<b>Total Other Sources of Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		
44		<b>Total Sources of Funds</b>	<b>\$236,675</b>	<b>\$46,161</b>	<b>\$47,982</b>	<b>\$50,101</b>		
45	<b>USES OF FUNDS</b>							
47	<b>SALARIES &amp; WAGES</b>							
48				0				
55		<b>Total Salaries &amp; Wages</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		
56	<b>BENEFITS</b>							
57				0				
71		<b>Total Benefits</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		

A	B	C	D	G	H	I	J	K
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>3%</b>						
2		<b>PARKS, RECREATION &amp; OPEN SPACE - GENERAL FUND - 01, DEPARTMENT - 16</b>						
3		<b>GENERAL FUND (GF)</b> <b>PROS DEPARTMENT - 16</b>						
4	ACCOUNT NO.			ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	
72		Total Personnel Services		\$0	\$0	\$0	\$0	\$0
73		SERVICES & SUPPLIES						
74	6011I	Public Information - General		0	276	0	0	0
75	6033P	M & R - Skate Park Repairs/Design				8,586	17,256	
76	6053	Printing Forms		0	1,144	1,000	1,030	
77	6115	Meeting Expense		163	0	0	0	
133	6080	Professional Svs - Grant Writer - New Request			0	0	3,000	
134								
135		Total Services & Supplies		\$163	\$1,419	\$9,586	\$21,286	
136		CAPITAL OUTLAY						
137				341,626	0	0	0	
138								
144		Total Capital Outlay		\$341,626	\$0	\$0	\$0	
145		DEBT SERVICE						
146					0	0	0	
147								
149		Total Debt Service		\$0	\$0	\$0	\$0	
150		ADMINISTRATIVE COST ALLOCATION						
151				49,513	32,532	27,482	28,815	
152								
153		Total Administrative Cost Allocation		\$49,513	\$32,532	\$27,482	\$28,815	
154		Total Expenditures		\$391,302	\$33,951	\$37,068	\$50,101	



A	B	C	D	G	H	I	J	K	
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b>							
2		<b>PARKS, RECREATION &amp; OPEN SPACE - GENERAL FUND - 01, DEPARTMENT - 16</b>							
3		<b>3%</b>							
4	ACCOUNT NO.	GENERAL FUND (GF)	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET			
5		PROS DEPARTMENT - 16							
6									
7									
155									
156		<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(\$154,627)</b>	<b>\$12,210</b>	<b>\$10,914</b>	<b>\$0</b>			
157		<b>TRANSFERS &amp; ENCUMBRANCES</b>							
158	01 4625	Transfers In - From General Fund	0	0	0	0			
159		(Transfers Out)		0	0	0			
160		Encumbrances - Sources of Funding		0	0	0			
161		Encumbrances - (Designated Funds)		0	0	0			
162									
163		<b>NET TRANSFERS &amp; ENCUMBRANCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			
164		<b>RESERVES</b>							
165		Use of Reserves		0	0	0			
166		(Additions to Reserves)		0	0	0			
167		Other Adjustments		0	0	0			
168									
169		<b>RESERVES - INCREASE / (DECREASE)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			
170		<b>NET BUDGETARY SOURCES/USES</b>	<b>(\$154,627)</b>	<b>\$12,210</b>	<b>\$10,914</b>	<b>\$0</b>			
171									
172		<b>RESERVES</b>							
173		Beginning Reserves							
174		Operating Surplus / (Deficit)	<b>(\$154,627)</b>	\$12,210	\$10,914	\$0			
175		Transfers & Encumbrances	\$0	\$0	\$0	\$0			
176		<b>ENDING RESERVES</b>	<b>(\$154,627)</b>	<b>\$12,210</b>	<b>\$10,914</b>	<b>\$0</b>			

GENERAL FUND  
ADMINISTRATION DEPARTMENT – 09








A	B	C	D	G	H	I	J	K	L	
1		CAMBRIA COMMUNITY SERVICES DISTRICT								
2		FUND LEVEL ANALYSIS								
3		ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09							3%	
4	ACCOUNT	GENERAL FUND (GF)		ACTUAL	(unaudited) ACTUAL	ESTIMATED	2020/2021			
5	NO.	ADMINISTRATIVE DEPARTMENT - 09		FY 2017/2018	FY 2018/2019	FY 2019/2020	PROPOSED			
6							BUDGET			
7										
8		<b>SOURCES OF FUNDS</b>								
9		<b>REVENUES</b>								
10	01 4001	Franchise Fees		0	86,289	111,345		118,000		
11	01 4013	Vacation Rental Registration Fee		756	486	454		600		
13	01 4200	Interest Income		18,853	33,381	42,895		20,966		
14	01 4310	Property Tax--All		0	0	30,732		15,366		
15	01 4311	County Administrative Fee		0	0	0		0		
16	01 4385	Radio Vault Rent		2,400	2,400	2,400		2,400		
17	01 4389	Public Records Request		73	18	0		0		
18	01 4390	Miscellaneous Revenue		1,344	9,101	1,545		1,545		
19				0	0					
33		<b>Total Revenues</b>		<b>\$23,426</b>	<b>\$131,676</b>	<b>\$189,371</b>		<b>\$158,877</b>		
34		<b>OTHER SOURCES OF FUNDS</b>								
35		Allocated Administrative Overhead		1,843,961	2,054,283	2,009,556		2,213,443		
40										
42		<b>Total Other Sources of Funds</b>		<b>\$1,843,961</b>	<b>\$2,054,283</b>	<b>\$2,009,556</b>		<b>\$2,213,443</b>		
43		<b>Total Sources of Funds</b>		<b>\$1,867,387</b>	<b>\$2,185,959</b>	<b>\$2,198,927</b>		<b>\$2,372,320</b>		
44		<b>USES OF FUNDS</b>								
46		<b>SALARIES &amp; WAGES</b>								
47	5000	Salary & Wages		712,834	740,206	605,449		815,078		
48	5010	Overtime		13,704	12,677	8,256		20,000		
49	5030	Director's		31,800	30,200	34,048		36,000		
50	5040	Sick Leave/Vacation Pay		57,273	84,923	50,001		0		
51	5050	Holiday Pay		36,165	26,857	34,988		0		





A	B	C	D	G	H	I	J	K	L	
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09							3%	
2										
3										
4	ACCOUNT	GENERAL FUND (GF)		ACTUAL	(unaudited)	ESTIMATED	2020/2021			
5	NO.	ADMINISTRATIVE DEPARTMENT - 09		FY 2017/2018	FY 2018/2019	FY 2019/2020	PROPOSED			
6							BUDGET			
7										
52		Reduction for "E" Step			0	0			(9,038)	
53										
54		<b>Total Salaries &amp; Wages</b>		\$851,776	\$894,863	\$732,742	\$862,040			
55		<b>BENEFITS</b>								
56	5102	Dental Insurance - Ameritas		8,597	9,380	10,267	9,980			
57	5103	Medical Insurance		96,490	76,123	66,323	81,473			
58	5105	Life Insurance		673	469	710	1,152			
59	5106	FICA		46,524	40,614	48,673	51,695			
60	5107	Medicare		12,364	12,856	11,709	12,799			
61	5108	Workers Compensation		4,912	6,432	7,232	4,700			
62	5109	Retirement-PERS		144,902	139,778	179,018	208,451			
63	5111	Payroll Tax Expense		0	18	(345)	0			
64	5112	Unemployment Insurance		0	3,067	8,872	0			
65	5120	Other Employee Benefits		18,843	9,783	11,230	11,600			
66	5121	Retirees Health		68,188	76,495	78,065	90,076			
67	5122	Medical Reimbursements - HRA		13,060	9,733	14,127	15,200			
72					0					
74		<b>Total Benefits</b>		\$414,553	\$384,749	\$435,881	\$487,126			
75		<b>Total Personnel Services</b>		\$1,266,329	\$1,279,612	\$1,168,623	\$1,349,166			
76		<b>SERVICES &amp; SUPPLIES</b>								
77	6010	Ads - Legal/Other		133	626	851	877			
78	6011	Public Information - General		1,841	2,347	877	903			
79		Public Information - Increase in Monthly Svs Fees					272			
80	6011W	Public Information - Website		47	5,802	2,894	2,981			
81	6013	Donations		0	0	0	0			
82	6014	Public Events		24	279	279	287			




A	B	C	D	G	H	I	J	K	L
1	 <p><b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b></p>	<b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09</b>							3%
2		<b>GENERAL FUND (GF)</b>							<b>2020/2021 PROPOSED BUDGET</b>
3		<b>ADMINISTRATIVE DEPARTMENT - 09</b>							<b>ESTIMATED FY 2019/2020</b>
4	<b>ACCOUNT NO.</b>	<b>GENERAL FUND (GF)</b>	<b>ACTUAL FY 2017/2018</b>	<b>(unaudited) ACTUAL FY 2018/2019</b>	<b>ESTIMATED FY 2019/2020</b>				
5									
6									
7									
83	6030	Insurance	89,057	111,908	129,809	172,477			
84	6033B	Maintenance & Repairs - Buildings	5,541	6,435	16,524	17,020			
85	6033G	Maintenance & Repairs - Grounds	1,316	3,100	2,239	2,306			
86	6033V	Maintenance & Repairs - Vet's Hall	0	0	0	0			
87	6041L	Maintenance & Repairs-Vehicles Licenses	4,899	445	262	270			
88	6044	Computer/Copier /Printer Svcs/Maint/Agre	84,648	66,027	110,463	113,777			
96	6045	Computer/Copier/Printer Supplies/Upgrade	9,145	7,496	7,210	7,426			
97	6048	Security & Safety	252	504	775	798			
98	6048E	Safety-Med	0	450	38	39			
99	6050	Office Supplies	15,070	7,327	5,309	5,468			
100	6051	Postage & Shipping	3,138	3,931	1,699	1,750			
101	6052	Bank Charges	2,886	1,626	0	0			
102	6053	Printing/Forms	1,322	1,806	2,703	2,784			
103	6054	Membership -Dues , Publications & Books	14,010	13,643	9,991	10,291			
104	6055	Government Fees and Licenses	32,597	45,950	29,162	30,037			
105		LAFCO (15% reduction)				(3,800)			
106		Consolidated Election 2020 - New Request				11,000			
107		NeoGov - Performance License - New Request				3,874			
108		NeoGov - Learn License - New Request				5,165			
109		Neo Gov - One Time Setup - New Request				2,500			
110	6058	Cash Over (Short)	69	(24)	(31)	0			
111	6060C	Utilities Cell Phone	5,354	4,369	5,170	5,325			
112	6050E	Utilities Electricity	8,329	5,741	6,300	6,489			
113	6060G	Utilities Gas	510	220	225	232			
114	6060I	Utilities Internet Access	10,352	10,964	10,789	11,113			
115	6060P	Utilities Phone-Land Lines, Faxes, Alarms	6,380	6,160	7,323	7,543			
116	6060S	Utilities Sewer	352	396	480	494			
117	6060W	Utilities Water	160	178	227	234			
118	6070	Equipment Rental	376	502	602	620			



A	B	C	D	G	H	I	J	K	L
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b>	<b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09</b>							
2		<b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND (GF)</b>							
3		<b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09</b>							
4	<b>ACCOUNT</b>	<b>GENERAL FUND (GF)</b>	<b>ACTUAL</b>	<b>(unaudited)</b>	<b>ESTIMATED</b>	<b>2020/2021</b>			
5	<b>NO.</b>	<b>ADMINISTRATIVE DEPARTMENT - 09</b>	<b>FY 2017/2018</b>	<b>FY 2018/2019</b>	<b>FY 2019/2020</b>	<b>PROPOSED</b>			
6						<b>BUDGET</b>			
7									
119	6075	Rental Expense Office Space	41,177	33,177	30,053	30,955			
120	6080A	Prof Services - Audit	8,250	2,500	14,250	14,678			
121	6080F	Prof Services - Finance	1,725	2,100	0	0			
122	6080K	Prof Services-District Counsel	175,574	149,310	196,162	202,047			
123	6080L	Prof Services-Legal	94,595	99,802	59,864	61,660			
124	6080M	Prof Services - Miscellaneous/Other	13,673	14,964	25,586	26,354			
125		Strategic Planning Consultant - New Request			5,500	7,500			
126	6080T	Professional Services - Temporary	22,263	65,248	23,938	30,000			
127	6086	Outside Non-Professional Services	31,411	25,713	22,508	23,183			
128	6088	Claims	0	0	0	0			
129	6090	Department Operating Supplies	2,275	1,006	2,046	2,107			
130	6094	Clothing/Uniforms	0	19	477	491			
131	6095	Office Furniture/Equipment	841	2,787	3,209	3,305			
132		Ergonomic Remodel - Front Desk New Request				1,500			
133		Ergonomic Remodel - FM Office New Request				2,000			
134		Ergonomic Remodel - GM Office New Request				1,700			
135		Video Conference Package - GM Office - New Request				5,500			
136		Cashiering Hardware (Tyler Impl) New Request				2,000			
137	6096	Fuel	0	614	228	235			
138	6115	Meeting Expenses	7,946	3,681	2,093	2,156			
139		Zoom for Remote Video Meetings 1Yr - New Request			1,200	4,800			

A	B	C	D	G	H	I	J	K	L	
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> 3%								
2		<b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09</b>								
3										
4	ACCOUNT	GENERAL FUND (GF)		ACTUAL	(unaudited)	ESTIMATED	2020/2021			
5	NO.	ADMINISTRATIVE DEPARTMENT - 09		FY 2017/2018	FY 2018/2019	FY 2019/2020	PROPOSED			
6							BUDGET			
7										
140	6120D	Travel, Training, Seminars – Directors		3,660	367	2,250	2,318			
141	6120E	Travel, Training, Seminars – Employees		14,122	9,824	9,407	9,689			
142	6120G	Training - LCW (Incl Library Subscription)		0	0	4,940	5,088			
143	6124	Employee Recognition		222	250	137	141			
144	6125	Employee Recruitment		5,241	6,898	4,193	4,318			
145					0		0			
146										
160		<b>Total Services &amp; Supplies</b>		<b>\$720,783</b>	<b>\$726,467</b>	<b>\$760,212</b>	<b>\$864,277</b>			
161		<b>CAPITAL OUTLAY</b>								
162	6170I	Purchase Administrative Office			0	0				
163	6170	Purchase Administrative Software			32,742	68,850	0			
164		Purchase Fixed Asset Module				1,200	0			
165		Purchase Work Order Module				6,000	0			
166	6170	Remodel Administration Office			15,741	0	0			
167	6170	Capital Assets - Replace Servers		45,282	0					
168										
169										
171		<b>Total Capital Outlay</b>		<b>\$45,282</b>	<b>\$48,483</b>	<b>\$76,050</b>	<b>\$0</b>			
172		<b>DEBT SERVICE</b>								
173	6180J	Loan Principal - Ford Fusion		4,835	0					
174	6180H	Interest Expense - Ford Fusion		169	0					
175										
176		<b>Total Debt Service</b>		<b>\$5,004</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			
177		<b>ADMINISTRATIVE COST ALLOCATION</b>								
178										
179										
180		<b>Total Administrative Cost Allocation</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			
181		<b>Total Expenditures</b>		<b>\$2,037,398</b>	<b>\$2,054,562</b>	<b>\$2,004,885</b>	<b>\$2,213,443</b>			



A	B	C	D	G	H	I	J	K	L	
1		CAMBRIA COMMUNITY SERVICES DISTRICT								
2		FUND LEVEL ANALYSIS								
3		ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09							3%	
4	ACCOUNT	GENERAL FUND (GF)	ACTUAL	(unaudited) ACTUAL	ESTIMATED	2020/2021				
5	NO.	ADMINISTRATIVE DEPARTMENT - 09	FY 2017/2018	FY 2018/2019	FY 2019/2020	PROPOSED				
6						BUDGET				
7										
182										
183		<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(\$170,011)</b>	<b>\$131,397</b>	<b>\$194,042</b>		<b>\$158,877</b>			
184		<b>TRANSFERS &amp; ENCUMBRANCES</b>								
185	01.4625	Transfers In - From General Fund	0	0	0					
186		(Transfers Out - To General Fund)		0	0					
187		Encumbrances - Sources of Funding		(76,050)	0					
188		Encumbrances - (Designated Funds)		0	76,050					
189										
190		<b>NET TRANSFERS &amp; ENCUMBRANCES</b>	<b>\$0</b>	<b>(\$76,050)</b>	<b>\$76,050</b>		<b>\$0</b>			
191		<b>RESERVES</b>								
192		Use of Reserves		0	0					
193		(Additions to Reserves)		0	0					
194		Other Adjustments		0	0					
195										
196		<b>RESERVES - INCREASE / (DECREASE)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>			
197		<b>NET BUDGETARY SOURCES/USES</b>	<b>(\$170,011)</b>	<b>\$55,347</b>	<b>\$270,092</b>		<b>\$158,877</b>			
198										
199		<b>RESERVES</b>								
200		Beginning Reserves								
201		Operating Surplus / (Deficit)	<b>(\$170,011)</b>	\$131,397	\$194,042		\$158,877			
202		Transfers & Encumbrances	\$0	<b>(\$76,050)</b>	\$76,050		\$96,817			
203		<b>ENDING RESERVES</b>	<b>(\$170,011)</b>	<b>\$55,347</b>	<b>\$270,092</b>		<b>\$255,694</b>			

# ALLOCATION OF ADMINISTRATIVE OVERHEAD

**CAMBRIA COMMUNITY SERVICES DISTRICT  
ALLOCATION OF ADMINISTRATIVE OVERHEAD CALCULATION  
FINANCE COMMITTEE DIRECTION - MEETING JUNE 4, 2020  
FOR FISCAL YEAR 2020/2021 PROPOSED BUDGET**

	"E" COSTS						TOTAL CHECK	
	AMOUNT TO ALLOCATE	FIRE	F&R	PROS	WATER	WASTE WATER		SWF- OPERATING
ALLOCATION %	100.0%	16.7%	16.7%	16.7%	16.7%	16.7%	100.0%	4.2%
Public Information-General	1,175	196	196	196	196	196	1,175	49
Public Information-Website	2,981	497	497	497	497	497	2,981	124
<b>TOTAL "E" COSTS ALLOCATED</b>	<b>4,156</b>	<b>693</b>	<b>693</b>	<b>693</b>	<b>693</b>	<b>693</b>	<b>4,156</b>	<b>173</b>
	"L" COSTS						TOTAL CHECK	
	AMOUNT TO ALLOCATE	FIRE	F&R	PROS	WATER	WASTE WATER		SWF
ALLOCATION %	100.0%	17.0%	6.0%	1.2%	30.6%	25.2%	100.0%	5.0%
Personnel Services	1,349,166	229,358	80,950	16,190	412,845	339,990	1,349,166	67,458
Prof. Ser.-District Counsel	202,047	34,348	12,123	2,425	61,826	50,916	202,047	10,102
Prof. Ser.-Legal	61,660	10,482	3,700	740	18,868	15,538	61,660	3,083
Office Rent	30,955	5,262	1,857	371	9,472	7,801	30,955	1,548
Travel, Training (EES & Directors)	17,095	2,906	1,026	205	5,231	4,308	17,095	855
Meetings, Employee Recruitment	11,274	1,917	676	135	3,450	2,841	11,274	564
<b>TOTAL "L" COSTS ALLOCATED</b>	<b>1,672,197</b>	<b>284,273</b>	<b>100,332</b>	<b>20,066</b>	<b>511,692</b>	<b>421,394</b>	<b>1,672,197</b>	<b>83,610</b>
	"R" COSTS						TOTAL CHECK	
	AMOUNT TO ALLOCATE	FIRE	F&R	PROS	WATER	WASTE WATER		SWF
ALLOCATION %	100.0%	25.0%	6.0%	1.5%	26.0%	26.0%	100.0%	3.9%
All Other Costs	537,090	134,273	32,225	8,056	139,643	139,643	537,090	20,812
<b>TOTAL "R" COSTS ALLOCATED</b>	<b>537,090</b>	<b>134,273</b>	<b>32,225</b>	<b>8,056</b>	<b>139,643</b>	<b>139,643</b>	<b>537,090</b>	<b>20,812</b>
<b>TOTAL ALL COSTS ALLOCATED</b>	<b>2,213,443</b>	<b>419,239</b>	<b>133,250</b>	<b>28,815</b>	<b>652,028</b>	<b>561,730</b>	<b>2,213,443</b>	<b>104,595</b>
<b>ALLOCATION per PROPOSED BUDGET</b>	<b>2,213,443</b>	<b>419,239</b>	<b>133,250</b>	<b>28,815</b>	<b>1,070,410</b>	<b>561,730</b>	<b>2,213,443</b>	<b>0</b>
<b>INCREASE/(DECREASE)</b>	<b>-</b>	<b>(0)</b>	<b>(0)</b>	<b>0</b>	<b>(418,382)</b>	<b>(0)</b>	<b>-</b>	<b>104,595</b>
								<b>DIFFERENCE</b>
								<b>0</b>

Legend:  
 "E" Equal Allocation All Departments  
 "L" % of Administration Effort Allocation to Each Department  
 "R" % Based on Size of Department

## ENTERPRISE FUND SUMMARY

- Water Department – 11
- Sustainable Water Facility (SWF) Operations  
Department – 39
  - SWF Capital Department – 40
  - Wastewater Department - 12








WATER FUND  
WATER DEPARTMENT – 11

A	B	C	G	H	I	J	K	L	Y	Z
1	CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS									
2	WATER FUND - 11, DEPARTMENT - 11									
3										
4	ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 11	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE		
5	6	7	8	9	10	11	12	13	14	15
8	<b>SOURCES OF FUNDS</b>									
10	Revenues		\$2,713,608	\$3,104,262	\$3,327,902	\$3,589,417	\$3,589,000	\$417		
11	Other Sources of Funds		\$0	\$74,871	\$0	\$0	\$0	\$0		
12	Total Sources of Funds		\$2,713,608	\$3,179,134	\$3,327,902	\$3,589,417	\$3,589,000	\$417		
13	<b>USES OF FUNDS</b>									
16	Salaries & Wages		\$541,578	\$475,681	\$424,502	\$537,612				
17	Benefits		\$281,470	\$269,502	\$274,931	\$350,814				
18	Personnel Services		\$823,048	\$745,183	\$699,434	\$888,426	\$1,100,000	\$211,574		
19	Services & Supplies		\$664,640	\$465,918	\$702,271	\$766,059	\$789,000	\$22,941		
20	Capital Outlay		\$0	\$169,330	\$679,650	\$314,000	\$700,000	\$386,000		
21	Debt Service		\$9,280	\$9,690	\$26,547	\$26,548	\$0	(\$26,548)		
22	Administrative Cost Allocation		\$909,348	\$585,742	\$975,098	\$1,070,409	\$983,000	(\$87,409)		
23	Total Expenditures		\$2,406,316	\$1,975,864	\$3,082,999	\$3,065,442	\$3,572,000	\$506,558		
24	<b>OPERATING SURPLUS/(DEFICIT)</b>		\$307,292	\$1,203,270	\$244,903	\$523,975	\$17,000	\$506,975		
39	<b>RESERVES</b>									
40	Beginning Reserves		0	0	0			0		
41	Operating Surplus / (Deficit)		\$307,292	\$1,203,270	\$244,903	\$523,975	17,000	506,975		
42	Transfers & Encumbrances		\$0	(\$175,965)	\$123,724	\$0	0	-		
43	<b>ENDING RESERVES</b>		\$307,292	\$1,027,305	\$368,627	\$523,975	\$17,000	\$506,975		
44										
45										



A	B	C	G	H	I	J	K	L	Y	Z
	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>WATER FUND - 11, DEPARTMENT - 11</b>									
ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 11	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE			
3%										
<b>SOURCES OF FUNDS</b>										
	<b>REVENUES</b>									
10	Service Sales	2,354,809	2,681,464	2,908,404	3,145,667	3,177,000	(31,333)			
11	Returned Ck Fee	905	815	675		0	0			
12	Acct Setup/cise	8,291	4,586	4,004		0	0			
13	Off Hours	0	0	0		0	0			
14	Water Penalty	45,927	45,316	28,917		0	0			
15	Serv/Disc/Recon	641	410	0		0	0			
16	Meter Tampering	0	0	0		0	0			
17	Water Serv Fees	16,349	6,317	0		0	0			
18	Penalty/Surcharge	0	0	0		0	0			
19	Administrative Fee Revenue	10,731	6,803	6,357		0	0			
20	Connect Rev-SFR	11,632	0	0		10,000	10,000			
21	Wait List Maintenance Fee	21,541	62,922	56,423		62,000	0			
22	Remodel Impact Fees	38,307	61,395	37,901		70,000	0			
23	Connect Rev-Com	0	0	0		0	0			
24	Retrofit In-Lieu Fee	18,000	44,050	(7,750)		0	0			
25	Assignment Fees	5,759	6,196	2,667		4,150	0			
26	Admin Fees	0	0	70,000		70,000	0			
27	Voluntary Lot Merger	0	0	0		0	0			
28	County Administrative Fee	(7,890)	(7,800)	0		0	0			
29	Standby Availability Charges	175,896	177,654	178,000		178,000	0			
30	Inspection Fee Revenue	12,040	11,254	8,491		9,100	0			
31	Miscellaneous Revenue	670	2,882	2,814		1,000	0			
32	Water Conservation Grant - New Request	0	0	0		7,500	0			
33	Interest Income	0	0	31,000		32,000	0			
35	<b>Total Revenues</b>	<b>\$2,713,608</b>	<b>\$3,104,262</b>	<b>\$3,327,902</b>	<b>\$3,589,417</b>	<b>\$3,589,000</b>	<b>\$417</b>			
<b>OTHER SOURCES OF FUNDS</b>										
36	Loan Proceeds - Dump Truck		74,871	0		0	0			
37			0	0		0	0			
38			0	0		0	0			
44	<b>Total Other Sources of Funds</b>	<b>\$0</b>	<b>\$74,871</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			
45	<b>Total Sources of Funds</b>	<b>\$2,713,608</b>	<b>\$3,179,134</b>	<b>\$3,327,902</b>	<b>\$3,589,417</b>	<b>\$3,589,000</b>	<b>\$417</b>			
<b>USES OF FUNDS</b>										



A	B	C	G	H	I	J	K	L	Y	Z
		CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS WATER FUND - 11, DEPARTMENT - 11								
1			3%							
2										
3										
4										
5	ACCOUNT NO.	WATER FUND	ACTUAL	(unaudited) ACTUAL	ESTIMATED	PROPOSED	2020/2021	2020/2021	2020/2021	2020/2021
6		WATER DEPARTMENT - 11	FY 2017/2018	FY 2018/2019	FY 2019/2020	BUDGET	ESTIMATES	ESTIMATES	PROP. 218	PROP. 218
7									VARIANCE	VARIANCE
48		<b>SALARIES &amp; WAGES</b>								
49	5000	Salary & Wages	410,935	355,560	329,484	542,900	0	0	(542,900)	
50	5010	Overtime	51,842	38,428	35,707	35,000	0	0	(35,000)	
51	5020	Standby	18,200	18,080	18,268	18,250	0	0	(18,250)	
52	5040	Sick/Vacation Pay	38,061	46,166	20,373	0	0	0	0	
53	5050	Holiday Pay	22,540	17,448	20,670	0	0	0	0	
54		Reduction for "E" Step		0	0	(58,538)	0	0	58,538	
55		Prop 218 Estimates								
56		<b>Total Salaries &amp; Wages</b>	<b>\$541,578</b>	<b>\$475,681</b>	<b>\$424,502</b>	<b>\$537,612</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$537,612)</b>	
57		<b>BENEFITS</b>								
58	5101	Uniform Allowance	1,000	2,000	1,920	2,000	0	0	(2,000)	
59	5102	Dental Insurance	9,139	7,929	7,482	6,940	0	0	(6,940)	
60	5103	Medical Insurance	81,932	77,248	66,886	66,776	0	0	(66,776)	
61	5105	Life Insurance	549	534	554	958	0	0	(958)	
62	5106	FICA	31,720	26,624	28,626	35,815	0	0	(35,815)	
63	5107	Medicare	7,676	6,753	6,752	8,752	0	0	(8,752)	
64	5108	Workers Compensation	11,915	13,386	14,003	29,519	0	0	(29,519)	
65	5109	PERS - Retirement	94,364	89,563	88,078	123,546	0	0	(123,546)	
66	5120	Other Employee Benefits	1,988	1,564	1,602	5,450	0	0	(5,450)	
67	5121	Retirees Health	31,287	34,631	50,063	56,992	0	0	(56,992)	
68	5122	Medical Reimbursements - HRA	9,900	9,269	9,063	14,066	0	0	(14,066)	
69				0			0	0	0	
70		Prop. 218 Salaries and Benefits		0			906,000	906,000	906,000	
71		Prop. 218 Salaries and Benefits-Added Staff					194,000	194,000	194,000	
72		<b>Total Benefits</b>	<b>\$281,470</b>	<b>\$269,502</b>	<b>\$274,931</b>	<b>\$350,814</b>	<b>\$1,100,000</b>	<b>\$1,100,000</b>	<b>\$749,186</b>	
73		<b>Total Personnel Services</b>	<b>\$823,048</b>	<b>\$745,183</b>	<b>\$699,434</b>	<b>\$888,426</b>	<b>\$1,100,000</b>	<b>\$1,100,000</b>	<b>\$211,574</b>	
74		<b>SERVICES &amp; SUPPLIES</b>								
75	6010	Ads - Legal/Other	762	339	0	0	0	0	0	
76	6011	Public Information - General	844	0	2,060	2,121	0	0	(2,121)	
77	6030	Insurance (new dump truck)	0	1,639	0	0	0	0	0	
78	6031	Old M & R Lift Station	357	0	0	0	0	0	0	
79	6031D	Maintenance & Repairs	151,559	52,025	99,459	105,226	0	0	(105,226)	
80	6031F	Maintenance & Repairs - Fire Hydrants	825	39	555	3,090	0	0	(3,090)	
81	6031G	Maintenance & Repairs - Generators	0	835	0	1,547	0	0	(1,547)	
82	6031L	Maintenance & Repairs - Leimert Booster	544	833	0	1,030	0	0	(1,030)	







A	B	C	G	H	I	J	K	L	Y	Z
CAMBRIA COMMUNITY SERVICES DISTRICT										
FUND LEVEL ANALYSIS										
WATER FUND - 11, DEPARTMENT - 11										
3%										
ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 11	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE			
121	Bad Debt Expense	(48)	(8)	1	1	0	0	0	0	(1)
122	Utilities - Cell Phone	2,785	2,085	1,953	2,012	0	0	0	0	(2,012)
123	Utilities - Electricity	132,541	132,809	137,983	142,122	0	0	0	0	(142,122)
124	Utilities - Gas	0	0	0	0	0	0	0	0	0
125	Utilities - Internet	3,556	4,067	4,012	4,133	0	0	0	0	(4,133)
126	Utilities - Phone-Land Lines, Faxes, Alarms	5,699	4,755	4,976	5,125	0	0	0	0	(5,125)
127	Utilities - Sewer	1,079	1,196	3,303	3,402	0	0	0	0	(3,402)
128	Utilities - Water	0	0	0	0	0	0	0	0	0
129	M & R Communications Equipment	1,848	0	0	2,575	0	0	0	0	(2,575)
130	Land Lease - Well Site	38,624	40,150	41,504	42,749	0	0	0	0	(42,749)
131	Professional Services - Engineering	270	0	0	0	0	0	0	0	0
132	Urban Water Mgmt Plan			75,000	0	0	0	0	0	0
133	Professional Services - GIS Development	3,220	1,712	10,070	10,372	0	0	0	0	(10,372)
134	Professional Services - District Counsel	7,794	0	0	0	0	0	0	0	0
135	Land Conservancy - Lot Inventory, Etc.	21,157	2,655	0	0	0	0	0	0	0
136	Professional Services - Misc./Other	50,391	6,871	7,045	7,256	0	0	0	0	(7,256)
137	Professional Services - Misc./Other New Request			0	7,744	0	0	0	0	(7,744)
138	Water Use Efficiency Plan Update (moved from 6080E)				10,000	0	0	0	0	(10,000)
139	Professional Services - Temporary			934	962	0	0	0	0	(962)
140	Voluntary Lot Merger Program	12,715	6,418	3,510	8,499	0	0	0	0	(8,499)
141	Outside Services	0	0	0	0	0	0	0	0	0
142	Emergency Medical Supplies	0	89	0	92	0	0	0	0	(92)
143	Department Operating Supplies	2,656	12,137	29,097	29,969	0	0	0	0	(29,969)
144	Sensor Cleaning	0	0	0	0	0	0	0	0	0
145	Lab Tests	10,527	11,753	11,926	12,284	0	0	0	0	(12,284)
146	Operating Supplies	2,497	1,746	1,248	0	0	0	0	0	0
147	Calibration	5,028	1,500	9,147	9,421	0	0	0	0	(9,421)
148	Lab Testing	0	0	0	0	0	0	0	0	0
149	Lab Supplies	0	0	2,571	2,649	0	0	0	0	(2,649)
150	Small Tools and Equipment	4,105	5,456	5,411	557	0	0	0	0	(557)
151	Clothing and Uniform	3,986	3,811	2,019	2,079	0	0	0	0	(2,079)
152	Office Furniture			3,154	1,000	0	0	0	0	(1,000)
153	Fuel - Gas and Diesel	17,323	11,224	12,898	13,285	0	0	0	0	(13,285)
154	Meeting Expenses	0	242	120	124	0	0	0	0	(124)
155	Travel, Training, Seminars-Employees,	4,230	3,994	7,790	8,023	0	0	0	0	(8,023)
156	Employee Recruitment	5,399	2,693	2,545	2,621	0	0	0	0	(2,621)
157	Retrofit Program	0	0	22	0	0	0	0	0	0
158	Retrofit Program - Giveaways New Request	0	0	0	1,000	0	0	0	0	(1,000)










WATER FUND

SWF OPERATIONS – 39

SWF CAPITAL - 40




A	B	C	D	G	H	I	J	K	X	Y	Z
1		CAMBRIA COMMUNITY SERVICES DISTRICT									
2	FUND LEVEL ANALYSIS										
3	SUSTAINABLE WATER FACILITY - WATER FUND 39 - OPERATIONS DEPARTMENT - 25										
4	ACCOUNT NO.	WATER FUND SWF DEPARTMENT - 25	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE			
7	SOURCES OF FUNDS										
10	Revenues		\$912,408	\$1,024,481	\$1,149,780	\$1,302,347	\$1,321,000	(\$18,653)			
11	Other Sources of Funds		\$0	\$0	\$0	\$0	\$0	\$0			
12	Total Sources of Funds		\$912,408	\$1,024,481	\$1,149,780	\$1,302,347	\$1,321,000	(\$18,653)			
13	USES OF FUNDS										
16	Salaries & Wages		\$6,439	\$86,454	\$59,214	\$119,384					
17	Benefits		\$2,381	\$38,650	\$46,724	\$63,908					
18	Personnel Services		\$8,820	\$125,104	\$105,938	\$183,292	\$271,000	\$87,708			
19	Services & Supplies		\$660,026	\$220,928	\$144,979	\$146,865	\$140,000	(\$6,865)			
20	Capital Outlay		\$49,321	\$29,802	\$65,100	\$0	\$0	\$0			
21	Debt Service		\$682,025	\$659,424	\$659,426	\$659,425	\$710,000	\$50,575			
22	Administrative Cost Allocation		\$0	\$298,221	\$0	\$0	\$0	\$0			
23	Total Expenditures		\$1,400,192	\$1,333,478	\$975,444	\$989,582	\$1,121,000	\$131,418			
24	OPERATING SURPLUS/(DEFICIT)										
39			(\$487,784)	(\$308,997)	\$174,336	\$312,765	\$200,000	\$112,765			
40	RESERVES										
41	Beginning Reserves		\$0	\$0	\$0	\$0					
42	Operating Surplus / (Deficit)		(\$487,784)	(\$308,997)	\$174,336	\$132,765	20,000	112,765			
43	Transfers & Encumbrances		\$0	(\$5,198)	(\$167,802)	\$0	0	0			
44	ENDING RESERVES										
45			(\$487,784)	(\$314,195)	\$6,534	\$132,765	\$20,000	\$112,765			



B	C	D	G	H	I	J	K	L	Y	Z	
 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS SUSTAINABLE WATER FACILITY - WATER FUND 39 - OPERATIONS DEPARTMENT - 25      3%											
ACCOUNT NO.	WATER FUND SWF DEPARTMENT - 25	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE				
SOURCES OF FUNDS											
<b>REVENUES</b>											
9											
10	39 4041	SWF Water Base - Residential (SFR, MFR)	270,881	310,624	427,600	488,167	513,000			(24,833)	
11	39 4042	SWF Base Vac	24,011	27,550	0		0			0	
12	39 4043	SWF Base Com Ld	22,675	23,613	0		0			0	
13	39 4044	SWF Base Com Wt	51,850	48,642	0		0			0	
14	39 4051	SWF Water Usage - Residential (SFR,MFR)	288,981	327,607	716,000	808,000	808,000			0	
15	39 4052	SWF Use Vac Rnt	26,228	28,112	0		0			0	
16	39 4053	SWF Use Com Ld	133,005	154,475	0		0			0	
17	39 4054	SWF Use Com Wtr	88,536	102,277	0		0			0	
22	39 4061	SWF Facil Resd	(2,434)	0			0			0	
23	39 4062	SWF Facil Vac R	0	0			0			0	
24	39 4063	SWF Facil Cm Ld	0	0			0			0	
25	39 4064	SWF Facil Cm Wt	0	0			0			0	
26	39 4200	Interest Income	8,675	1,582	6,180	6,180	6,180			6,180	
27				0			0			0	
37		<b>Total Revenues</b>	<b>\$912,408</b>	<b>\$1,024,481</b>	<b>\$1,149,780</b>	<b>\$1,302,347</b>	<b>\$1,321,000</b>			<b>(\$18,653)</b>	
<b>OTHER SOURCES OF FUNDS</b>											
44	39 4620	Grant Revenue - Capital	0	0			0			0	
46		<b>Total Other Sources of Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			<b>\$0</b>	
47		<b>Total Sources of Funds</b>	<b>\$912,408</b>	<b>\$1,024,481</b>	<b>\$1,149,780</b>	<b>\$1,302,347</b>	<b>\$1,321,000</b>			<b>(\$18,653)</b>	
<b>USES OF FUNDS</b>											
<b>SALARIES &amp; WAGES</b>											
50											
51	5000	Salary & Wages	6,200	69,655	49,415	128,411	0			(128,411)	
52	5010	Overtime	60	3,202	2,832	4,000	0			(4,000)	
53	5020	Standby	0	20	0	0	0			0	
54	5040	Sick/Vacation Pay	0	10,110	3,674	0	0			0	




	B	C	D	G	H	I	J	K	L	Y	Z
1	 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS SUSTAINABLE WATER FACILITY - WATER FUND 39 - OPERATIONS DEPARTMENT - 25										
2	3%										
3											
4	ACCOUNT NO.	WATER FUND SWF DEPARTMENT - 25	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE			
55	5050	Holiday Pay	179	3,467	3,292	0	0	0	0	0	0
56		Reduction for "E" Step			0	(13,027)					13,027
57		Prop 218 Estimates		0							0
59		<b>Total Salaries &amp; Wages</b>	<b>\$6,439</b>	<b>\$86,454</b>	<b>\$59,214</b>	<b>\$119,384</b>	<b>\$0</b>	<b>(\$119,384)</b>			
60		<b>BENEFITS</b>									
61	5101	Uniform Allowance	0	434	80	0	0	0	0	0	0
62	5102	Dental Insurance	212	2,971	1,366	1,369	0	(1,369)			
63	5103	Medical Insurance	603	12,931	11,344	15,646	0	(15,646)			
64	5105	Life Insurance	2	84	81	171	0	(171)			
65	5106	FICA	387	4,980	4,133	8,164	0	(8,164)			
66	5107	Medicare	91	1,247	966	1,954	0	(1,954)			
67	5108	Workers Compensation	236	1,288	919	4,473	0	(4,473)			
68	5109	PERS - Retirement	850	13,167	26,023	28,249	0	(28,249)			
69	5120	Other Employee Benefits	0	1,142	1,111	2,335	0	(2,335)			
70	5122	Medical Reimbursements - HRA	0	406	702	1,547	0	(1,547)			
71							0	0			
72		Prop 218 Estimates					271,000	271,000			
75		<b>Total Benefits</b>	<b>\$2,381</b>	<b>\$38,650</b>	<b>\$46,724</b>	<b>\$63,908</b>	<b>\$271,000</b>	<b>\$207,092</b>			
76		<b>Total Personnel Services</b>	<b>\$8,820</b>	<b>\$125,104</b>	<b>\$105,938</b>	<b>\$183,292</b>	<b>\$271,000</b>	<b>\$87,708</b>			
77		<b>SERVICES &amp; SUPPLIES</b>									
78	6031F	Maintenance & Repairs - Fire Hydrants	0	0	0	0	0	0			
79	6031G	Maintenance & Repairs - Generators	0	0	0	0	0	0			
80	6031Z	Maintenance	115,387	10,129	0	0	0	0			
81	6031	Off-Hauling RO Brine	0	0	0	0	0	0			
82	6033B	Maintenance & Repairs - Buildings	450	570	0	1,409	0	(1,409)			
83	6033G	Maintenance & Repairs - Grounds	0	2,115	633	652	0	(652)			
84	6033G	Replace Analyzers (2)			7,500	0	0	0			
85		Maintenance & Repairs - Grounds - New Request				3,000	0	(3,000)			
86	6033G	Pickling Filters for Preservation				0	0	0			
87	6036	Maintenance & Repairs- Emergency	16,253	20,437	5,533	5,699	0	(5,699)			








	B	C	D	G	H	I	J	K	L	Y	Z	A
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>SUSTAINABLE WATER FACILITY - WATER FUND 39 - OPERATIONS DEPARTMENT - 25</b>											
2	3%											
3												
4	ACCOUNT NO.	WATER FUND SWF DEPARTMENT - 25	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE					
5												
6												
7												
151		Prop 218 Estimates	0		0	140,000	140,000					
152												
154		<b>Total Services &amp; Supplies</b>	<b>\$220,928</b>	<b>\$144,979</b>	<b>\$146,865</b>	<b>\$140,000</b>	<b>(\$6,865)</b>					
155		<b>CAPITAL OUTLAY</b>										
156	6170E	Impoundment Basin	29,802	65,100	0	0	0					
157		Capital Assets	0		0							
158		Prop 218 Estimates	0		0							
159												
164		<b>Total Capital Outlay</b>	<b>\$29,802</b>	<b>\$65,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>					
165		<b>DEBT SERVICE</b>										
166	6195	Vehicle	0		0	0	0					
167	6180P	Loan Principal	340,465	354,604	369,327	0	(369,327)					
168	6180I	Interest Expense	318,959	304,822	290,098	0	(290,098)					
169			0			710,000	710,000					
170												
171		<b>Total Debt Service</b>	<b>\$659,424</b>	<b>\$659,426</b>	<b>659,425</b>	<b>\$710,000</b>	<b>\$50,575</b>					
172		<b>ADMINISTRATIVE COST ALLOCATION</b>										
173		Administrative Cost Allocation - See Water Fund FY 2019/20	298,221	0	0	0	0					
174												
175		<b>Total Administrative Cost Allocation</b>	<b>\$298,221</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>					
176		<b>Total Expenditures</b>	<b>\$1,333,478</b>	<b>\$975,444</b>	<b>\$989,582</b>	<b>\$1,121,000</b>	<b>\$131,418</b>					









A	B	C	D	G	H	I	J	K	L	Y	Z
 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS SUSTAINABLE WATER FACILITY - WATER FUND 40 - CAPITAL DEPARTMENT - 30											
ACCOUNT NO.	WATER FUND SWF CAPITAL DEPARTMENT - 30	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE				
8	<b>SOURCES OF FUNDS</b>										
10	Revenues	\$0	\$68,706	\$0	\$0	\$0	\$0				
11	Other Sources of Funds	\$0	\$0	\$0	\$0	\$0	\$0				
12	<b>Total Sources of Funds</b>	\$0	\$68,706	\$0	\$0	\$0	\$0				
13	<b>USES OF FUNDS</b>										
16	Salaries & Wages	\$0	\$0	\$0	\$0	\$0	\$0				
17	Benefits	\$0	\$0	\$0	\$0	\$0	\$0				
18	Personnel Services	\$0	\$0	\$0	\$0	\$0	\$0				
19	Services & Supplies	\$0	\$0	\$0	\$0	\$0	\$0				
20	Capital Outlay	\$0	\$137,878	\$400,380	\$0	\$50,000	\$50,000				
21	Debt Service	\$0	\$0	\$0	\$0	\$0	\$0				
22	Administrative Cost Allocation	\$0	\$89,162	\$0	\$0	\$0	\$0				
23	<b>Total Expenditures</b>	\$0	\$227,040	\$400,380	\$0	\$50,000	\$50,000				
24	<b>OPERATING SURPLUS/(DEFICIT)</b>	\$0	<b>(\$158,334)</b>	<b>(\$400,380)</b>	\$0	<b>(\$50,000)</b>	<b>\$50,000</b>				
39	<b>RESERVES</b>										
40	Beginning Reserves	\$0	\$0	\$0	\$0	\$0	\$0				
41	Operating Surplus / (Deficit)	\$0	<b>(\$158,334)</b>	<b>(\$400,380)</b>	\$0	(50,000)	50,000				
42	Transfers & Encumbrances	\$0	<b>(\$88,510)</b>	\$88,510	\$0	0	0				
43	<b>ENDING RESERVES</b>	\$0	<b>(\$246,844)</b>	<b>(\$311,870)</b>	\$0	<b>(\$50,000)</b>	<b>\$50,000</b>				



A	B	C	D	G	H	I	J	K	L	Y	Z	
 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS SUSTAINABLE WATER FACILITY - WATER FUND 40 - CAPITAL DEPARTMENT - 30												
ACCOUNT NO.	WATER FUND SWF CAPITAL DEPARTMENT - 30	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE					
8	<b>SOURCES OF FUNDS</b>											
9	<b>REVENUES</b>											
10	Miscellaneous Revenue		68,706	0			0					
33	<b>Total Revenues</b>	\$0	\$68,706	\$0	\$0	\$0	\$0					
34	<b>OTHER SOURCES OF FUNDS</b>											
35			0				0					
42	<b>Total Other Sources of Funds</b>	\$0	\$0	\$0	\$0	\$0	\$0					
43	<b>Total Sources of Funds</b>	\$0	\$68,706	\$0	\$0	\$0	\$0					
44	<b>USES OF FUNDS</b>											
46	<b>SALARIES &amp; WAGES</b>											
47			0				0					
54	<b>Total Salaries &amp; Wages</b>	\$0	\$0	\$0	\$0	\$0	\$0					
55	<b>BENEFITS</b>											
56			0				0					
70	<b>Total Benefits</b>	\$0	\$0	\$0	\$0	\$0	\$0					
71	<b>Total Personnel Services</b>	\$0	\$0	\$0	\$0	\$0	\$0					
72	<b>SERVICES &amp; SUPPLIES</b>											
73			0				0					
134	<b>Total Services &amp; Supplies</b>	\$0	\$0	\$0	\$0	\$0	\$0					

A	B	C	D	G	H	I	J	K	L	Y	Z
 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>SUSTAINABLE WATER FACILITY - WATER FUND 40 - CAPITAL DEPARTMENT - 30</b>											
ACCOUNT NO.	WATER FUND SWF CAPITAL DEPARTMENT - 30		ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE			
135		<b>CAPITAL OUTLAY</b>									
136											
137	6170	Interim SWF AWTP Off-Hauling Facilities		0	0			0			0
138	6170	Impoundment Basin Design Evaluation		6,639	5,246			0			0
139	40-1829C-30	CIP Brackish Environmental		6,728	0			0			0
140	40-1829I-30	CIP Brackish Legal		100,941	200,351			0			0
141	40-1829K-30	CIP SWF Public Outreach		2,333	0			0			0
142	6910	Section 7 ESA Consultation		21,236	111,873	0		0			0
149	6170	Off Hauling / Secondary Containment			20,000	0		0			0
150	6170	Increase in Off Hauling Estimate			10,000	0		0			0
151	6170	Tank Purchase			28,007	0		0			0
152	6170	Urban Water Mgmt Plan Update - CDP Portion			24,902	0		0			0
153								0			0
154		Prop 218 Estimates		0				50,000			50,000
155											
156		<b>Total Capital Outlay</b>	\$0	\$137,878	\$400,380	\$0		\$50,000			\$50,000
157		<b>DEBT SERVICE</b>									
158											
159				0				0			0
160				0				0			0
161		<b>Total Debt Service</b>	\$0	\$0	\$0	\$0		\$0			\$0
162		<b>ADMINISTRATIVE COST ALLOCATION</b>									
163		Administrative Cost Allocation - See Water Fund Beginning FY 2019/20		89,162	0	0		0			0
164											
165		<b>Total Administrative Cost Allocation</b>	\$0	\$89,162	\$0	\$0		\$0			\$0
166		<b>Total Expenditures</b>	\$0	\$227,040	\$400,380	\$0		\$50,000			\$50,000




A	B	C	D	G	H	I	J	K	L	Y	Z
		 <p>CAMBRIA COMMUNITY SERVICES DISTRICT                      FUND LEVEL ANALYSIS                      SUSTAINABLE WATER FACILITY - WATER FUND 40 - CAPITAL DEPARTMENT - 30</p>									
ACCOUNT NO.	WATER FUND	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. ESTIMATES	2020/2021 PROP. 218 VARIANCE				
SWF CAPITAL DEPARTMENT - 30											
167											
168											
169											
170	01 4625	\$0	(\$158,334)	(\$400,380)	\$0	(\$50,000)	\$50,000				
171	Transfers in - From General Fund (Transfers Out)	0	0			0	0				
172	Encumbrances - Sources of Funding		(88,510)			0	0				
173	Encumbrances - (Designated Funds)		0	88,510							
175	NET TRANSFERS & ENCUMBRANCES	\$0	(\$88,510)	\$88,510	\$0	\$0	\$0				
176	RESERVES										
177	Use of Reserves		0	0		0	0				
178	(Additions to Reserves)		0	0		0	0				
179	Other Adjustments		0	0		0	0				
180											
181	RESERVES - INCREASE / (DECREASE)	\$0	\$0	\$0	\$0	\$0	\$0				
182	NET BUDGETARY SOURCES/USES	\$0	(\$246,844)	(\$311,870)	\$0	(\$50,000)	\$50,000				
183											
184	RESERVES										
185	Beginning Reserves										
186	Operating Surplus / (Deficit)	\$0	(\$158,334)	(\$400,380)	\$0	(\$50,000)	\$50,000				
187	Transfers & Encumbrances	\$0	(\$88,510)	\$88,510	\$0	\$0	\$0				
188	ENDING RESERVES	\$0	(\$246,844)	(\$311,870)	\$0	(\$50,000)	\$50,000				

WASTEWATER FUND  
WASTEWATER DEPARTMENT – 12








A	B	C	D	G	H	I	J	K	L	Y	Z
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12</b> 3%									
2											
3											
4	ACCOUNT NO.	WASTEWATER FUND WASTEWATER DEPARTMENT - 12	(Unaudited) ACTUAL FY 2018/2019	ACTUAL FY 2017/2018	ESTIMATED FY 2019/2020	FY 2020/2021		FY 2020/2021		FY 2020/2021 PROP. 218 ESTIMATES	FY 2020/2021 PROP. 218 VARIANCE
5						PROPOSED	BUDGET				
6	<b>WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12</b> 3%										
7											
8	<b>SOURCES OF FUNDS</b>										
9	<b>REVENUES</b>										
10	12 4000	Service Sales	\$2,360,009	\$2,040,681	\$2,791,800	\$3,112,167	3,171,000	(58,833)			
11	12 4200	Interest Income	\$1,000	\$0	\$1,000	\$4,000	4,000	0			
12	12 4311	County Administrative Fee	(\$8,085)	(\$7,788)	(\$8,085)	(\$8,085)	(\$8,085)	(8,085)			
13	12 4360	Standby Availability Charges	\$115,517	\$114,345	\$119,000	\$119,000	119,000	0			
14	12 4390	Miscellaneous Revenue	\$2,580	\$2,774	\$6,697	\$70,000	70,000	0			
31	12 4310	Property Taxes - Low Income Reduction Offset	\$0	\$0	\$25,000	\$25,000	0	25,000			
32			\$0	\$0							
33											
34		<b>Total Revenues</b>	<b>\$2,471,021</b>	<b>\$2,150,012</b>	<b>\$2,935,412</b>	<b>\$3,322,082</b>	<b>\$3,364,000</b>	<b>(\$41,918)</b>			
35	<b>OTHER SOURCES OF FUNDS</b>										
41	12 4397	Loan Proceeds - Crane Truck	\$56,540	\$0	\$0	\$0	\$0	0			
42			\$0	\$0	\$0	\$0	\$0	\$0			
43		<b>Total Other Sources of Funds</b>	<b>\$56,540</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			
44		<b>Total Sources of Funds</b>	<b>\$2,527,561</b>	<b>\$2,150,012</b>	<b>\$2,935,412</b>	<b>\$3,322,082</b>	<b>\$3,364,000</b>	<b>(\$41,918)</b>			
45	<b>USES OF FUNDS</b>										
47	<b>SALARIES &amp; WAGES</b>										
48	5000	Salary & Wages	\$339,611	\$353,105	\$323,775	\$656,843		(656,843)			
49	5010	Overtime	\$26,195	\$29,788	\$44,242	\$25,000		(25,000)			
50	5020	Standby	\$18,100	\$18,000	\$18,474	\$18,250		(18,250)			
51	5040	Sick/Vacation Pay	\$34,680	\$43,663	\$19,441	\$0		0			
52	5050	Holiday Pay	\$17,711	\$19,862	\$23,845	\$0		0			
53		Reduction for "E" Step	0	\$0	(\$5,468)	(\$50,147)		50,147			
54											
55		<b>Total Salaries &amp; Wages</b>	<b>\$436,297</b>	<b>\$464,418</b>	<b>\$374,309</b>	<b>\$649,946</b>	<b>\$0</b>	<b>(\$649,946)</b>			
56	<b>BENEFITS</b>										
57	5101	Uniform Allowance	\$1,600	\$1,576	\$2,000	\$2,400		(2,400)			
58	5102	Dental Insurance	\$7,265	\$7,917	\$10,027	\$13,246		(13,246)			
59	5103	Medical Insurance	\$58,870	\$80,005	\$77,519	\$110,573		(110,573)			








A	B	C	D	G	H	I	J	K	L	Y	Z
 <p><b>CAMBRIA COMMUNITY SERVICES DISTRICT</b>  <b>FUND LEVEL ANALYSIS</b>  <b>WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12</b>                      3%</p>											
ACCOUNT NO.	WASTEWATER FUND	WASTEWATER DEPARTMENT - 12	ACTUAL FY 2017/2018	(Unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	FY 2020/2021 PROPOSED BUDGET	FY 2020/2021 PROP. 218 ESTIMATES	FY 2020/2021 PROP. 218 VARIANCE			
93	6033G	Maintenance & Repairs - Grounds	\$14,817	\$1,420	\$232	239		(239)			
94		Maintenance & Repairs - Grounds - New Request				10,000		(10,000)			
95	6035	Major Maintenance	\$0	\$0	\$0	0		0			
96	6035T	Major Maintenance-CCTV & Hydro Clean	\$0	\$0	\$0	0		0			
97	6036	M & R- Emergency Events	\$38,637	\$0	\$0	0		0			
98	6036T	Unplanned Maintenance	\$7,727	\$0	\$0	0		0			
99	6037	M & R- SCADA	\$0	\$5,269	\$6,766	6,969		(6,969)			
100		M&R - SCADA - Equipment New Request				3,000		(3,000)			
101	6040	M & R- Equipment	\$0	\$0	\$36	38		(38)			
102	6041L	Maintenance & Repairs - Vehicles Licenses	\$6,451	\$3,467	\$4,477	5,883		(5,883)			
103	6041N	Maint. & Repairs - Vehicles Non-Licensed	\$451	\$1,758	\$1,350	3,895		(3,895)			
104	6041V	Maint. & Repairs - Vehicles - Vactor	\$3,630	\$600	\$2,322	3,090		(3,090)			
105	6044	Computer Services	\$0	\$362	\$0	0		0			
106	6045	Computer/Copier/Printer Supplies/Maint.	\$3,087	\$3,329	\$1,470	5,150		(5,150)			
107	6045	Replace Computers		\$0	\$6,000	6,180		(6,180)			
108	6048	Security & Safety	\$3,710	\$4,709	\$2,226	2,293		(2,293)			
109	6050	Office Supplies	\$5,691	\$4,105	\$3,506	3,611		(3,611)			
110	6051	Printing & Shipping	\$5,689	\$8,757	\$5,961	6,140		(6,140)			
111	6052	Bank Services	\$0	\$0	\$0	0		0			
112	6053	Printing/Forms	\$2,137	\$2,093	\$3,012	3,103		(3,103)			
113	6054	Membership Dues, Publications/Books	\$754	\$156	\$507	522		(522)			
114		Membership - Study Material New Employees - New Request				1,000		(1,000)			
115	6055	Government Fees & Licenses	\$83,129	\$89,255	\$99,005	101,975	98,000	(3,975)			
116	6055	SWPPP Update			\$3,750	2,000		(2,000)			
117	6055	Haz-Com Update			\$1,000	2,000		(2,000)			
118	6055	Fuel Storage Emergency Response Update			\$2,000	0		0			
119	6055	Odor Control Update			\$1,000	1,000		(1,000)			
120	6055	Operation Maint & Mgmt Program Update			\$0	4,000		(4,000)			
121	6060C	Utilities - Cell Phone	\$1,484	\$2,071	\$2,084	2,807		(2,807)			
122	6060E	Utilities - Electricity	\$199,902	\$233,703	\$247,366	254,787	234,000	(20,787)			
123	6060G	Utilities - Gas	\$1,138	\$1,128	\$1,660	1,710		(1,710)			
124	6060I	Utilities - Internet	\$5,367	\$5,977	\$6,112	6,295		(6,295)			
125	6060P	Utilities - Phone-Land Lines, Faxes, Alarms	\$6,033	\$7,913	\$7,124	7,337		(7,337)			



A	B	C	D	G	H	I	J	K	L	Y	Z
1											
2	<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b>										
3	<b>WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12</b>										
4	3%										
5	ACCOUNT NO.	WASTEWATER FUND	(unaudited)	ACTUAL	ACTUAL	ESTIMATED	PROPOSED	FY 2020/2021	FY 2020/2021	FY 2020/2021	FY 2020/2021
6		WASTEWATER DEPARTMENT - 12		FY 2017/2018	FY 2018/2019	FY 2019/2020	BUDGET	ESTIMATES	ESTIMATES	PROP. 218	PROP. 218
7											VARIANCE
126	6060W	Utilities - Water		\$5,299	\$1,475	\$1,761	1,814				(1,814)
127	6063	M & R Communications Equipment		\$447	\$0	\$0	0				0
128	6070	Equipment Rental		\$697	\$0	\$656	1,030				(1,030)
129	6080	Professional Services - Engineering		\$407	\$0	\$0	0				0
130	6080G	Professional Services - GIS Development		\$4,885	\$3,432	\$6,213	6,400				(6,400)
131	6080K	Professional Services - District Counsel		\$3,743	\$0	\$0	0				0
132	6080L	Land Conservancy - Lot Inventory, Etc.		\$0	\$0	\$0	0				0
133	6080M	Professional Services - Misc./Other		\$19,527	\$5,616	\$8,145	8,390				(8,390)
134	6086	Outside Services		\$28,721	\$2,333	\$0	0				0
135	6089	Emergency & Medical Supplies		\$0	\$65	\$0	0				0
136	6090	Department Operating Supplies		\$0	\$24	\$526	542				(542)
137	6091	Lab Tests		\$28,002	\$21,470	\$21,120	25,750				(25,750)
138	6091H	Lab Testing		\$0	\$0	\$0	0				0
139	6092	Lab Supplies		\$2,348	\$3,047	\$2,751	2,833				(2,833)
140	6093	Small Tools and Equipment		\$2,297	\$1,800	\$1,808	3,508				(3,508)
141	6094	Clothing and Uniform		\$2,787	\$1,714	\$0	2,060				(2,060)
142	6095	Office Furniture/Equipment		\$0	\$965	\$1,792	0				0
143	6096	Fuel - Gas and Diesel		\$10,598	\$10,513	\$12,730	13,112				(13,112)
144	6115	Meeting Expenses		\$0	\$212	\$23	118				(118)
145	6120D	Travel, Training, Seminars-Directors		\$0	\$0	\$0	0				0
146	6120E	Travel, Training, Seminars-Employees,		\$1,878	\$3,725	\$3,999	6,120				(6,120)
147	6124	Employee Recognition		\$0	\$0	\$0	0				0
148	6125	Employee Recruitment		\$2,674	\$1,523	\$2,071	2,133				(2,133)
149		Prop 218 Other			0	0	0		104,000		104,000
151		<b>Total Services &amp; Supplies</b>		<b>\$743,910</b>	<b>\$628,220</b>	<b>\$707,887</b>	<b>\$841,883</b>		<b>\$696,000</b>		<b>(\$145,883)</b>
152		<b>CAPITAL OUTLAY</b>									
154					\$0	\$0					0
155		Security Improvements @ WWTP			0	0	\$15,000				(15,000)
156		Replace 1996 F150 Rack Truck			0	24,193	\$0				0
157	6170	Capital Assets		\$0	\$0	\$0					0
158	6170F	WWTP Influent Screen Installation		\$1,079	\$157,555	\$0					0
159	6170F	Hand Rails On Digesters		\$0	\$5,383	\$11,617					0













## STAFFING INFORMATION

- DRAFT SALARY SCHEDULE – FY 2020-2021
- DRAFT POSITION ALLOCATION LISTING (PAL)
  - DRAFT ORGANIZATIONAL CHARTS:  
FY 2019-2020 CURRENT & FY 2020-2021 PROPOSED

CAMBRIA COMMUNITY SERVICES DISTRICT  
SALARY SCHEDULE  
FOR THE PERIOD JULY 1, 2020 THROUGH JUNE 30, 2021  
DRAFT JUNE 4, 2020

POSITION TITLE	STEP A	STEP B	STEP C	STEP D	STEP E	10 YEARS SERVICE STEP E+5%	15 YEARS SERVICE STEP E+7.5%	20 YEARS SERVICE STEP E+10%
<b>SERVICE EMPLOYEES INTERNATIONAL UNION (ANNUAL AMOUNTS)</b>								
<b>Administration</b>								
Clerical Assistant	35,623	37,404	39,274	41,238	43,300	45,465	46,547	47,630
Administrative Technician I	42,491	44,615	46,846	49,188	51,648	54,230	55,521	56,812
Administrative Technician II	50,595	53,124	55,781	58,570	61,498	64,573	66,110	67,648
Administrative Technician III	61,459	64,532	67,758	71,146	74,703	78,439	80,306	82,174
Finance Specialist-Payroll/Benefits	61,459	64,532	67,758	71,146	74,703	78,439	80,306	82,174
<b>Facilities &amp; Resources</b>								
Maintenance Technician	45,557	47,835	50,227	52,738	55,375	58,144	59,529	60,913
<b>Water, SWF &amp; Wastewater Operations</b>								
Water Treatment OIT	45,330	47,597	49,977	52,476	55,099	57,854	59,232	60,609
Water Treatment Operator I	47,411	49,782	52,271	54,884	57,629	60,510	61,951	63,392
Water Treatment Operator II	53,708	56,393	59,213	62,174	65,282	68,546	70,178	71,810
Water Systems Operator T3/D2	60,840	63,882	67,076	70,430	73,951	77,649	79,497	81,346
WasteWater Collection System Worker	47,580	49,959	52,457	55,080	57,834	60,725	62,171	63,617
WasteWater Systems OIT	50,085	52,589	55,219	57,980	60,879	63,923	65,445	66,967
WasteWater Systems Operator I	52,646	55,279	58,043	60,945	63,992	67,192	68,792	70,391
Laboratory Technician	58,169	61,077	64,131	67,338	70,705	74,240	76,008	77,775
WasteWater Systems Operator II	59,341	62,308	65,423	68,694	72,129	75,736	77,539	79,342
WasteWater Systems Operator III	65,566	68,844	72,286	75,901	79,696	83,680	85,673	87,665
<b>WasteWater &amp; Water Supervisors &amp; SWF CPO</b>	<b>-76,911</b>	<b>-80,757</b>	<b>-84,795</b>	<b>-89,035</b>	<b>-93,486</b>	<b>-98,161</b>	<b>-100,498</b>	<b>-102,835</b>
<b>CAMBRIA FIREFIGHTERS (IAFF LOCAL: 4635) (ANNUAL AMOUNTS)</b>								
Fire Captain	74,815	78,556	82,484	86,608	90,938	95,485	97,759	100,032
Fire Engineer	62,047	65,150	68,407	71,827	75,419	79,190	81,075	82,961
<b>CAMBRIA FIREFIGHTERS (IAFF LOCAL: 4635) (HOURLY AMOUNTS)</b>								
Firefighter (SAFER Grant)	13.65	14.33	15.05	15.80	16.59	N/A	N/A	N/A
<b>CAMBRIA RESERVE FIREFIGHTERS (HOURLY RATE: NO STEPS)</b>								
Reserve Recruit Firefighter **	13.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Firefighter **	13.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Fire Engineer **	14.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Lieutenant **	15.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>CAMBRIA EXEMPT EMPLOYEES (ANNUAL AMOUNTS)</b>								
Deputy District Clerk (Confidential)	63,804	66,994	70,344	73,861	77,554	N/A	N/A	N/A
Management Analyst	63,804	66,994	70,344	73,861	77,554	N/A	N/A	N/A
Facilities & Resources Supervisor	74,945	78,692	82,627	86,758	91,096	N/A	N/A	N/A
<b>Program Manager</b>	<b>87,800</b>	<b>92,190</b>	<b>96,800</b>	<b>101,639</b>	<b>106,721</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
Water Systems Superintendent	98,724	103,660	108,843	114,285	120,000	N/A	N/A	N/A
Wastewater Systems Superintendent	98,724	103,660	108,843	114,285	120,000	N/A	N/A	N/A
Administrative Services Officer/District Clerk (Confidential)	111,572	117,151	123,008	129,159	135,616	N/A	N/A	N/A
Finance Manager	107,900	113,295	118,960	124,908	131,153	N/A	N/A	N/A
District Engineer/Utilities Department Manager	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
Fire Chief	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
Administrative Department Manager (Confidential)	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
<del>General Manager - August 1, 2019 (or sooner) - January 31, 2020</del>	<del>-155,000</del>	<del>-155,000</del>	<del>-155,000</del>	<del>-155,000</del>	<del>-155,000</del>	<del>N/A</del>	<del>N/A</del>	<del>N/A</del>
General Manager - (February 1, 2020)	170,000	170,000	170,000	170,000	170,000	N/A	N/A	N/A
<b>CAMBRIA LIMITED TERM EMPLOYEE (HOURLY RATE: NO STEPS)</b>								
Strategic and Organizational Advisor *	99.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A

\* Employee will be working on and as-needed basis, approx 30/hrs per month.

\*\* Increase rate \$1.00 per year January 1, 2019-January 1, 2022

\*\*\*Assistant General Manager designation receives 5% pay differential  
Position with Confidential designation receives 5% pay differential

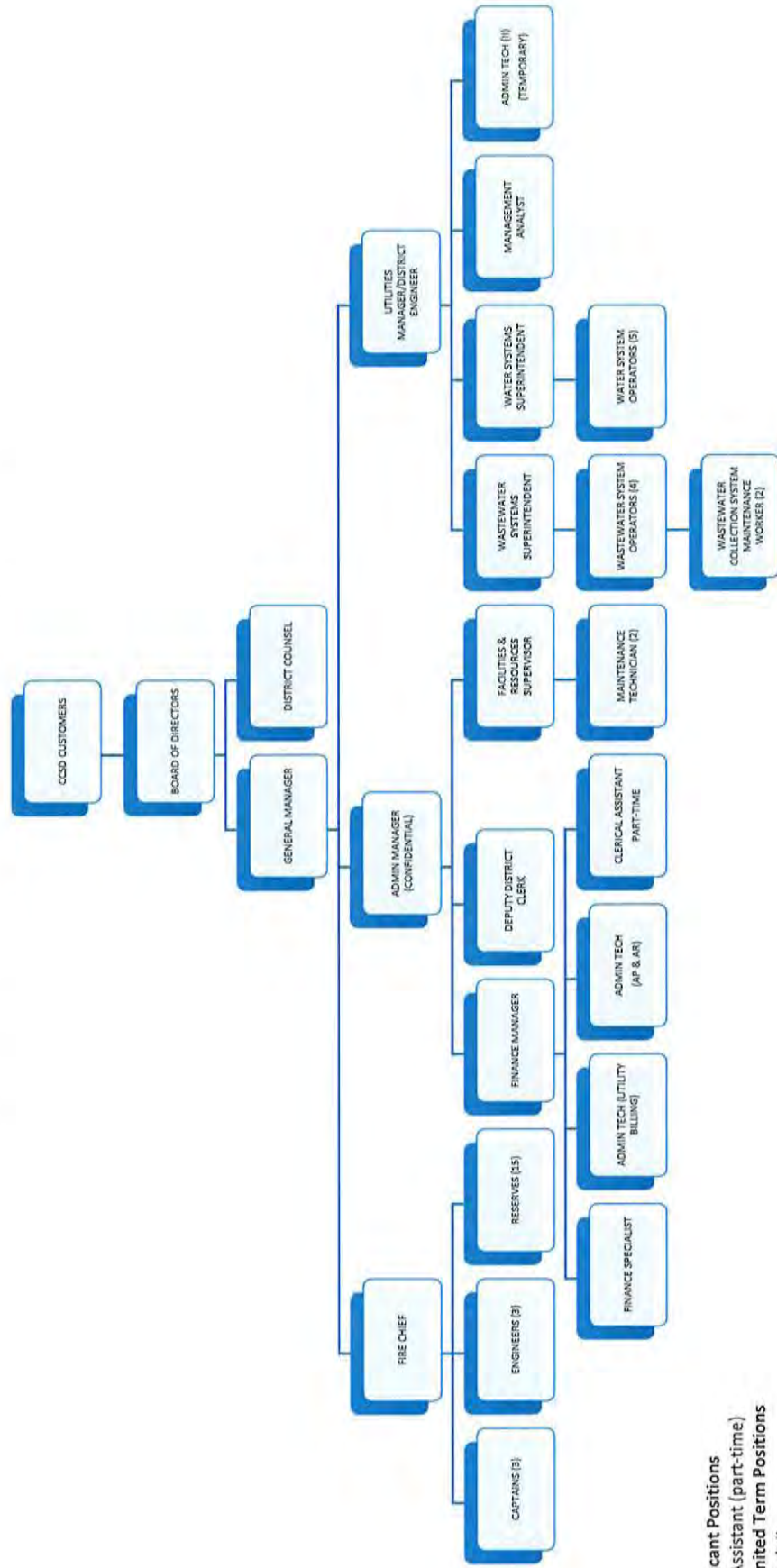
**Red denotes a change**



**CAMBRIA COMMUNITY SERVICES DISTRICT POSITION ALLOCATION LIST (PAL)**

Job Class	Job Class Name	FY 2019-20 Adopted 8/15/2019	FY 2020-21 Requested	Change from FY 2019-20 Adopted
<b>Permanent</b>	<b>Administration and Facilities &amp; Resources</b>			
	GENERAL MANAGER	1.00	1.00	0.00
	INTERIM GENERAL MANAGER	1.00	0.00	1.00
	ADMINISTRATIVE DEPARTMENT MANAGER (CONFIDENTIAL)	1.00	1.00	0.00
	FINANCE MANAGER	1.00	1.00	0.00
	DEPUTY DISTRICT CLERK (CONFIDENTIAL)	1.00	1.00	0.00
	FINANCE SPECIALIST-PAYROLL/BENEFITS	1.00	1.00	0.00
	ADMINISTRATIVE TECHNICIANS I, II OR III	2.00	2.00	0.00
	CLERICAL ASSISTANT	0.00	1.00	-1.00
	FACILITIES & RESOURCES SUPERVISOR	1.00	1.00	0.00
	MAINTENANCE TECHNICIANS	2.00	2.00	0.00
<b>Permanent Totals</b>		<b>11.00</b>	<b>11.00</b>	<b>0.00</b>
<b>Permanent</b>	<b>Utilities</b>			
	DISTRICT ENGINEER/UTILITIES DEPARTMENT MANAGER	1.00	1.00	0.00
	CHIEF PLANT OPERATOR (SWF)	1.00	0.00	1.00
	WASTEWATER SYSTEMS SUPERINTENDENT	0.00	1.00	-1.00
	WASTEWATER SUPERVISOR	1.00	0.00	1.00
	WASTEWATER SYSTEM OPERATORS OIT, I, II OR III	4.00	4.00	0.00
	WASTEWATER COLLECTION SYSTEM OPERATOR	2.00	2.00	0.00
	WATER SYSTEMS SUPERINTENDENT	0.00	1.00	-1.00
	WATER SUPERVISOR	1.00	0.00	1.00
	WATER SYSTEMS OPERATOR T3/D2	1.00	1.00	0.00
	WATER TREATMENT OPERATOR OIT, I OR II	4.00	4.00	0.00
	LABORATORY TECHNICIAN	0.00	0.00	0.00
	MANAGEMENT ANALYST	1.00	0.00	1.00
	PROGRAM MANAGER	0.00	1.00	-1.00
	ADMIN TECH II	0.00	1.00	-1.00
<b>Permanent Totals</b>		<b>16.00</b>	<b>16.00</b>	<b>0.00</b>
<b>Permanent</b>	<b>Fire</b>			
	FIRE CHIEF	1.00	1.00	0.00
	FIRE CAPTAIN	3.00	3.00	0.00
	FIRE ENGINEER	3.00	3.00	0.00
	RESERVE RECRUIT FIREFIGHTER	0.00	0.00	0.00
	RESERVE FIREFIGHTER	15.00	15.00	0.00
	RESERVE FIRE ENGINEER	0.00	0.00	0.00
	RESERVE LIEUTENANT	0.00	0.00	0.00
	FIREFIGHTER (SAFER GRANT)	0.00	0.00	0.00
<b>Permanent Totals</b>		<b>22.00</b>	<b>22.00</b>	<b>0.00</b>
<b>Department Totals</b>		<b>49.00</b>	<b>49.00</b>	<b>0.00</b>
	<b>Limited</b>			
	STRATEGIC AND ORGANIZATIONAL ADVISOR	1.00	0.00	-1.00
	RETIRED ANNUITANTS	2.00	1.00	-2.00
<b>Limited Totals</b>		<b>3.00</b>	<b>1.00</b>	<b>-3.00</b>

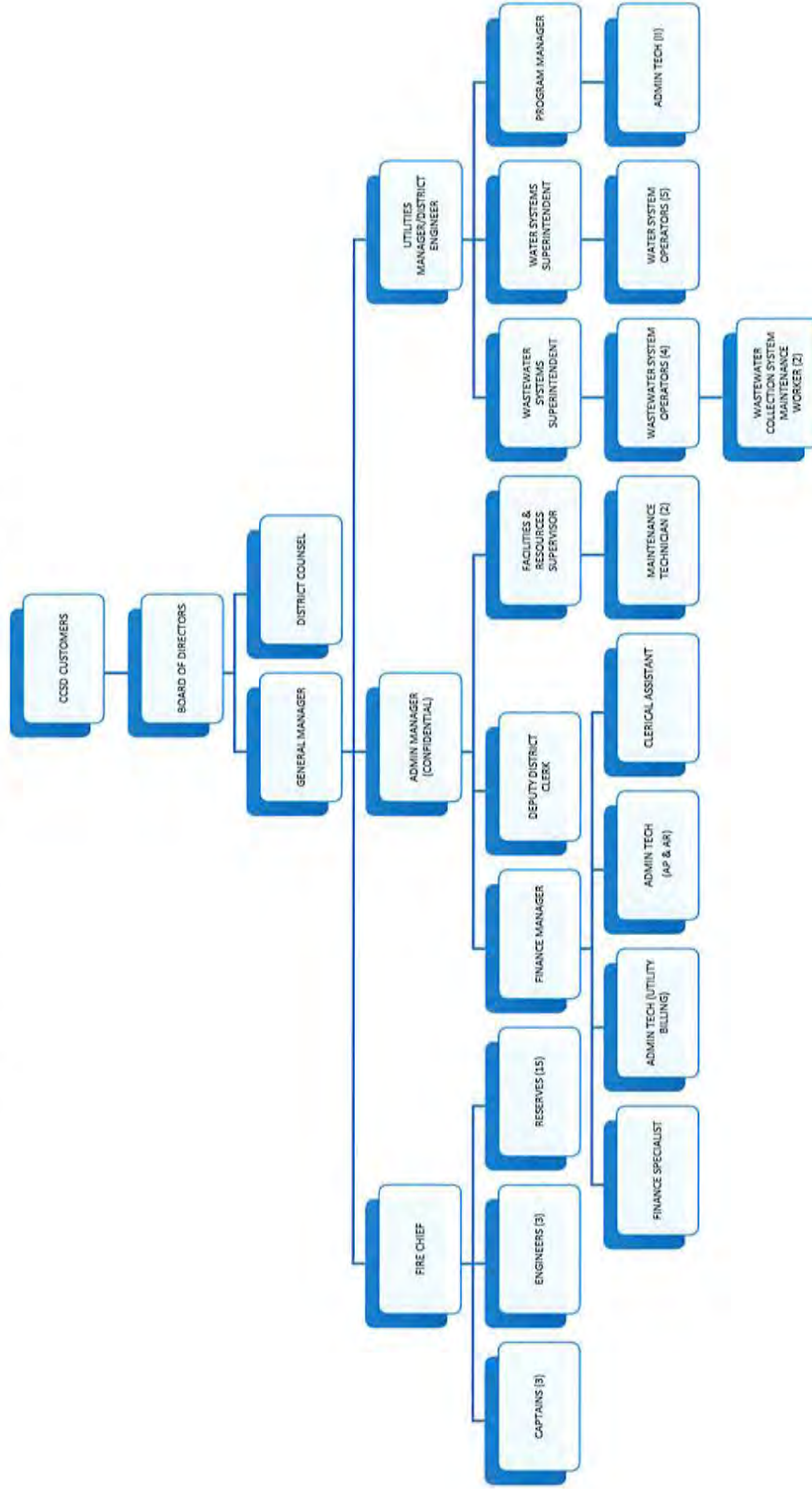
# Cambria Community Services District Organizational Chart Current Fiscal Year 2019/2020



**Current Vacant Positions**  
 1-Clerical Assistant (part-time)  
**Current Limited Term Positions**  
 1-Admin Tech II



# Cambria Community Services District Organizational Chart Proposed Fiscal Year 2020/2021



## CAPITAL IMPROVEMENT PROJECTS



## CIP Color Coded List - FY 2020/21

A	B	C	D	E	F	G
1	<b>Wastewater CIP - Capital Improvement Program (Revised 5/27/2020 - For Discussion Only)</b>					
2	Wastewater Projects	Ranking	Project Cost	10-Yr Cost	Actual Cost	Notes
3	<b>Wastewater Treatment Plant Projects in SST</b>					
4	20-21 Investment Grade Audit (30% Design for all ECMs)	SST	\$ 160,000	\$ 688,404	\$ 160,000	Added 2/26; Balance budgeted for FY21
5	20-21 Electrical Upgrades (ECM 7) - Conduits between PG&E transformer and service witchboard, switchboard, connections to existing switchboard, connections to generator)	SST	\$ 232,500	\$ 232,500		
6	Secondary Water System (3W) Improvements (ECM 10) - Submersible pumps, hydrpneumatic tank, demo, electrical/I&C	SST	\$ 185,000	\$ 185,000		
7	Sewer Lift Stations (ECM 12) - Lift Station B1, Lift Station B4, Electrical/I&C	SST	\$ 3,945,000	\$ 3,945,000		
8	Influent Lift Station Modifications (ECM 2) - Bypassing; VFDs; Equipment & Material Demo; Pumps, guiderails, valves, and piping installation; upper concrete wet well deck & hatches (installation); electrical/I&C; new concrete and repair coatings	SST	\$ 846,250	\$ 846,250		
9	Modified Ludzak-Ettinger Process Upgrade (ECM 3) - MLE conversion based on Carollo 2015 Study minus VFD costs; header repair	SST	\$ 853,750	\$ 853,750		
10	Influent Flow Equalization (ECM 1) - New or refurbished EQ tanks based on Carollo 10% design	SST	\$ 1,060,000	\$ 1,060,000		
11	Effluent Pump Station Improvements (ECM 11) - Demo; surge tank replacement; pump replacement; install new VFDs; flowmeter; discharge manifold piping; instrumentation; replace air release valves; pipeline cleaning and flushing; electrical/I&C	SST	\$ 733,750	\$ 733,750		
12	RAS and WAS Pumping Improvements (ECM 5) - RAS pumping system; WAS pumping system; scum pumps replacement; skimming troughs replacement; electrical/I&C	SST	\$ 496,250	\$ 496,250		
13	SCADA System (ECM 9) - New SCADA system based on Carolla 10% Design	SST	\$ 721,250	\$ 721,250		
14	20-21 Backup Power (ECM 8) - 365 kW NG Generator; Demo; Propane backup	SST	\$ 497,500	\$ 497,500		Switch Gear FY21
15	Blower System Improvements (ECM 4) - Replace 2 blowers; duct replacement	SST	\$ 1,345,000	\$ 1,345,000		
16	Sludge Thickening (ECM 6) - Rehabilitate rotary drum thickener and screw press; new transfer pumps; stabilization tanks; aeration system and control valve; demo of clarifiers; rolloff area with roof; electrical/I&C	SST	\$ 961,250	\$ 961,250		
17		Subtotal	\$ 12,037,500	\$ 12,565,904	\$ 160,000	
18	<b>Treatment Plant Projects Not in SST</b>					
19	20-21 Security Improvements	1	\$ 15,000	\$ 15,000		Added 5/2020
20	18-19 Replace Digester Catwalks	1	\$ 45,000	\$ 45,000	\$ 43,720	
21	18-19 Influent screen, support platform design, & installation	1	\$ 164,509	\$ 164,509	\$ 156,675	
22	Clarifier Repairs (replace eastern drive unit's metallic hubs with non-corrosive hubs)	1	\$ 35,000	\$ 35,000		
23		Subtotal	\$ 259,509	\$ 259,509	\$ 200,395	
24	<b>Collection System Projects</b>					
25	Lift Station B-2 (Wood Dr./E. Lodge Hill) new control panel at grade el.	1	\$ 425,000	\$ 425,000		
26	Lift Station B-3 (Green St./W. Lodge Hill) new control panel	1	\$ 250,000	\$ 250,000		
27	Lift Station 4 (DeVault Pl/Seaclift Estates) VFDs /new elect panel & 3 phase pump motors	1	\$ 85,000	\$ 85,000		
28	Lift Station A (Nottingham & Leighton/Park Hill) new submersible pumps, MCC, bypass piping	1	\$ 400,000	\$ 400,000		
29	Lift Station A (Nottingham & Leighton/Park Hill) control panel at grade el	1	\$ 90,000	\$ 90,000		
30	Lift Station A-1 (Sherwood & Harvey/Marine Terrace) submersible pumps, bypass piping	1	\$ 265,000	\$ 265,000		
31	19-20 Lift Station A-1 (Sherwood & Harvey/Marine Terrace) MCC, SCADA improvements	1	\$ 45,000	\$ 45,000	\$ 50,835	Added 2/26
32		Subtotal	\$ 1,560,000	\$ 1,560,000	\$ 50,835	
33	Lift Station B improvements (SR Creek/behind Park Hill) new control panel	2	\$ 75,000	\$ 75,000		
34	Lift Station B - new wet well, submersible pumps, and valve vault (placeholder)	3	\$ 300,000	\$ 300,000		
35	Collection System Assessment software (E.g. t4 Spatial or other)	3	\$ 10,000	\$ 10,000		
36	Annual Collection System Assessment/engineering for repairs (extended number of years - SSMP has this occurring over 10 yrs)	3	\$ 30,000	\$ 300,000		
37	Lift Station B-3 (Green St./W. Lodge Hill) submersible pumps, MCC, bypass piping	3	\$ 250,000	\$ 250,000		
38	Lift Station B - replace existing generator	3	\$ 60,000	\$ 60,000		
39		Subtotal	\$ 650,000	\$ 920,000		
40	Annual SCADA System Maintenance or Upgrades - Collections System	4	\$ 25,000	\$ 25,000		
41	Collection System smoke testing	4	\$ 50,000	\$ 50,000		
42		Subtotal	\$ 75,000	\$ 75,000		
43	<b>Vehicles and Trailer- Mounted Equipment</b>					
44	19-20 Pearpoint or equal TV inspection camera (removed cost from mid year total to meet reduced funding balance, 11/20/2018.)	1	\$ 75,000	\$ 75,000	\$ 75,000	
45	18-19 F-350 Service Truck with Crane Body	1	\$ 57,040	\$ 57,040	\$ 56,540	
46	19-20 Vactor truck - replace with new \$430K truck that meets emssion requirements (7 yr loan @ 4.5%)	1	\$ 518,000	\$ 518,000	\$ 402,435	
47	19-20 Replacement Rack Truck (F-150)	-	\$ -	\$ 24,193	\$ 24,193	
48		Subtotal	\$ 650,040	\$ 674,233	\$ 483,168	



## CIP Color Coded List - FY 2020/21

A	B	C	D	E	F	G
1	<b>Wastewater CIP - Capital Improvement Program (Revised 5/27/2020 - For Discussion Only)</b>					
2	Wastewater Projects	Ranking	Project Cost	10-Yr Cost	Actual Cost	Notes
49	Non-CIP Wastewater Projects	Ranking	Project Cost	10-Yr Cost	Actual Cost	
50	<b>Major Maintenance</b>					
51	18-19 Paint Digester Handrails	1	\$ 15,000	\$ 15,000	\$ 17,000	
52	Cleaning of aeration basins (after screen installation)	1	\$ 20,000	\$ 20,000		
53	Cleaning of pipelines from headworks to aeration tanks (after screen installation), including cleanout additions	1	\$ 10,000	\$ 10,000		
54	20-21 Annual Collection System Repairs to reduce I/I & damaged pipe sections	1	\$ 50,000	\$ 500,000		Budgeted within Services & Supplies
55	20-21 Annual manhole raising due to street overlays & roadway work/Manhole cover replacements	1	\$ 10,000	\$ 100,000		Budgeted within Services & Supplies
56		Subtotal	\$ 105,000	\$ 645,000	\$ 17,000	
57	Western clarifier - Replace clarifier chain, wear shoes, skid plates, & sprockets	2	\$ 40,000	\$ 40,000		
58	Eastern clarifier - Replace clarifier chain, wear shoes, skid plates, & sprockets	2	\$ 40,000	\$ 40,000		
59	20-21 Repainting of WWTP	2	\$ 30,000	\$ 30,000		Budgeted within Services & Supplies
60	Repainting of lift station facilities	2	\$ 10,000	\$ 10,000		
61		Subtotal	\$ 120,000	\$ 120,000		
62	Seal coat AC pavement at WWTP	4	\$ 65,000	\$ 65,000		
63	<b>Annual Inspections and Reserves</b>					
64	Annual manhole inspections and report on needed corrections (approx. 20% of system/yr)	1	\$ 40,000	\$ 400,000		
65	Annual Collection System Phased televising & cleaning (revised 11/20/18 reduced cost by 50% & extended number of years - SSMP has this over 10 yrs)	1	\$ 50,000	\$ 500,000		
66	Five-Year Replacement and New PCs for operators (Initial purchase and then build reserves)	1	\$ 10,000	\$ 20,000		Budgeted within Services & Supplies
67	Vehicle Replacement Program (Annual reserves)	1	\$ 25,000	\$ 250,000		
68	Portable equipment replacement program - backhoes, generators and pumps (Annual reserves)	1	\$ 15,000	\$ 150,000		Budgeted within Services & Supplies
69		Subtotal	\$ 140,000	\$ 1,320,000		
70		Grand Total	\$ 18,279,646	\$ 911,398		
71	Budgeted for FY 2020-2021		Priority 1 Total	\$ 4,458,742	\$ 751,398	
72	Completed		Priority 2 Total	\$ 195,000	\$ -	
73	In Progress		Priority 3 Total	\$ 920,000	\$ -	
74	Not Started		Priority 4 Total	\$ 140,000	\$ -	
75			SST Total	\$ 12,565,904	\$ 160,000	



## Color Coded CIP List

A	B	D	E	F	G	H
1	<b>Water CIP - Capital Improvement Program</b> (Revised 5/27/2020 - For Discussion Only)					
2		Ranking	Project Cost	10 yr Cost	Current Actual	Notes
3	<b>FY</b>					
4	20-21					
5	20-21					
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16	20-21					
17						
18						
19	19-20					
20						
21	20-21					
22						
23	20-21					
24	18-19					
25						
26	18-19					
27	18-19					
28						
29						
30						
31						
32						
33						
34						
35	20-21					
36						
37						
38						
39						
40						
41						
42						
43						
44						
45						
46	<b>SWF CIP - Capital Improvement Program</b> (Revised 5/27/2019 - For Discussion Only)					
47		Ranking	Project Cost	10 yr Cost	Actual Cost	
48						
49						
50	20-21					
51						
52						
53	18-19					
54	18-19					
55						
56	19-20					
57	19-20					
58						
59						
60						
61	19-20					
62						
63						
64						
65						
66						
67						
68						
69						
70						
71						
72						
73						
74						
75						
76						
77						

## DEPARTMENT LINE ITEM BUDGET REQUESTS



Cambria Community Services District  
FY 2020/21 Department Line Item Budget Requests

Fund	Department	Budget Item Request Description	Line Item Request Amount	FY 2020/21 Funded Amount	FY 2020/21 Unfunded Amount
General Fund	Fire	Addition of 3 Firefighters (Step E Salary & Benefits)	361,200	-	361,200
General Fund	Fire	Addition of Clerical Assistant	74,799	-	74,799
General Fund	Fire	Public Information - Website	189	189	-
General Fund	Fire	Maint & Repair - Equipment	5,000	2,500	2,500
General Fund	Fire	Maint & Repair - Vehicles Licensed	5,958	-	5,958
General Fund	Fire	Computer Replacements	5,000	-	5,000
General Fund	Fire	Printing & Shipping	74	74	-
General Fund	Fire	Membership, Dues & Publications	123	123	-
General Fund	Fire	Emergency Medical Supplies	455	455	-
General Fund	Fire	Employee Recruitment	500	500	-
General Fund	Fire	Travel, Training, Seminars - Employee (Reduce annual amt)	5,000	-	5,000
General Fund	Fire	SCBA Flow Test	2,000	2,000	-
General Fund	Fire	Personal Protective Equipment	6,502	6,502	-
General Fund	Fire	Public Education	2,500	2,500	-
General Fund	Fire	CERT (New GL Acct Fmly 6220A)	5,500	1,000	4,500
General Fund	Fire	Fuel Station Computer Replacement (Delayed in FY 19/20)	7,500	-	7,500
General Fund	Fire	Zoll X Series EKG	40,000	-	40,000
General Fund	Fire	Radio System Upgrade - Phase II	30,000	30,000	-
General Fund	Fire	Station Security Upgrade - Phase I of III	75,000	-	75,000
		<b>Sub-Total</b>	<b>627,300</b>	<b>45,843</b>	<b>581,457</b>
General Fund	Facilities & Resources	Addition of Maintenance Worker (Step E & Benefits)	92,603	-	92,603
General Fund	Facilities & Resources	Buildings & Grounds Increase for Homeless camp cleanup, weed abatement & tree removal	120,000	-	120,000
General Fund	Facilities & Resources	Maintenance & Repairs - Shelter/Cover for Traller	2,000	2,000	-
General Fund	Facilities & Resources	Maintenance & Repairs - Vets Hall Replace 2 Refrigerators	4,000	-	4,000
General Fund	Facilities & Resources	Maintenance & Repairs - Vets Hall Replace Siding BBQ Grill Area	3,000	-	3,000
General Fund	Facilities & Resources	Maintenance & Repairs - Vets Hall Replace Siding Legion Bar Area	3,000	-	3,000
General Fund	Facilities & Resources	Temporary Services (6 mos)	24,000	8,000	16,000
General Fund	Facilities & Resources	Travel, Training, Seminars - Employee New Request	2,000	2,000	-
General Fund	Facilities & Resources	F350 Truck - Replace 1999 F150 Truck (assume financing)	40,000	40,000	-
General Fund	Facilities & Resources	Trailer - homeless Personal Property Storage	12,000	12,000	-
General Fund	Facilities & Resources	Vets Hall Replace Sewer Main Line Replacement	40,000	-	40,000
General Fund	Facilities & Resources	Vets Hall Replace Legion Kitchen Roof	15,000	-	15,000
General Fund	Facilities & Resources	Vets Hall Emergency Generator	50,000	-	50,000
		<b>Sub-Total</b>	<b>407,603</b>	<b>64,000</b>	<b>343,603</b>
General Fund	PROS	Skate Park Repairs /Design (reduce annual budget)	2,744	-	2,744
General Fund	PROS	Community Park Phase II - Design	10,000	-	10,000
General Fund	PROS	Professional Svs - Grant Writer	3,000	3,000	-
		<b>Sub-Total</b>	<b>15,744</b>	<b>3,000</b>	<b>12,744</b>
General Fund	Administration	Clerical Assistant Part-Time to Full Time (Step E & Benefits)	44,879	44,879	-
General Fund	Administration	Increase in Annual Subscription for Municipal Code Corp	272	272	-
General Fund	Administration	Property/Liability Insurance - Premium Increase 34%	42,668	42,668	-
General Fund	Administration	LAFCO Annual Fees (Reduction of 15%)	(3,800)	(3,800)	-
General Fund	Administration	Consolidated Elections 2020	11,000	11,000	-
General Fund	Administration	NeoGov Recruiting, Learning License & One-time Set-up	13,599	11,539	2,060
General Fund	Administration	Strategic Planning Consultant	7,500	7,500	-
General Fund	Administration	Ergonomic Remodels - Front Desk, FM, GM	9,800	5,200	4,600
General Fund	Administration	Video Conference Package - GM Office	5,500	5,500	-
General Fund	Administration	Cashiering Hardware (Bar Scanner, Cash Drawer, Thermal Receipt Printer - Tyler Implementation)	2,000	2,000	-
General Fund	Administration	Zoom for Remote Video Meetings 1yr	4,800	4,800	-
		<b>Sub-Total</b>	<b>138,218</b>	<b>131,558</b>	<b>6,660</b>
		<b>Total General Fund</b>	<b>1,188,865</b>	<b>244,401</b>	<b>944,464</b>
Water Fund	Water	Addition of Admin Tech II - Limited Term (19/20) to Full Time, 34% to Water (Step E & Benefits)	27,676	27,676	-
Water Fund	Water	Reclass Mgmt Analyst to Program Manager, 34% to Water (Step E & Benefits)	11,497	11,497	-
Water Fund	Water	Production Meter Testing	5,872	5,872	-
Water Fund	Water	Annual Tank Maintenance & Rehab	46,172	46,172	-
Water Fund	Water	SS Well Field Dosing Lines & Analyzers (move from 19/20)	7,500	7,500	-
Water Fund	Water	Paint Office Building	10,000	10,000	-
Water Fund	Water	Maintenance & Repairs - Equipment	853	853	-
Water Fund	Water	Professional Svs - Misc/Other	7,744	7,744	-

Cambria Community Services District  
FY 2020/21 Department Line Item Budget Requests

Fund	Department	Budget Item Request Description	Line Item Request Amount	FY 2020/21 Funded Amount	FY 2020/21 Unfunded Amount
Water Fund	Water	Water Use Efficiency Plan Update (moved from 19/20)	10,000	10,000	-
Water Fund	Water	Retrofit Program - Giveaways	1,000	1,000	-
Water Fund	Water	Rebate Program - Water Conservation (Grant Offset)	7,500	7,500	-
Water Fund	Water	Rebate Program Increase	4,543	4,543	-
Water Fund	Water	Replace 2005 F150 Truck (moved from 19/20)	35,000	35,000	-
Water Fund	Water	Zone 2 to 7 Trans Main SR Crk Ped Brdg	50,000	50,000	-
Water Fund	Water	Water Meter Replacement Program	97,000	97,000	-
Water Fund	Water	SCADA System Phase II	60,000	60,000	-
Water Fund	Water	Water Conservation Database	10,000	10,000	-
Water Fund	Water	Rodeo Grounds Pump Station - Design/Permitting	62,000	62,000	-
		<b>Sub-Total</b>	<b>454,357</b>	<b>454,357</b>	<b>-</b>
Water Fund	SWF - Operations	Addition of Admin Tech II - Limited Term (19/20) to Full Time, 34% to Water (Step E & Benefits)	26,885	26,885	-
Water Fund	SWF - Operations	Reclass Mgmt Analyst to Program Manager, 34% to Water (Step E & Benefits)	11,159	11,159	-
Water Fund	SWF - Operations	Maintenance & Repairs - Grounds	3,000	3,000	-
Water Fund	SWF - Operations	Department Operating Supplies - Add for Chemicals	3,000	3,000	-
Water Fund	SWF - Operations	Baseline Biological Monitoring AMP	50,000	50,000	-
		<b>Sub-Total</b>	<b>94,044</b>	<b>94,044</b>	<b>-</b>
Water Fund	SWF - Capital		-	-	-
		<b>Sub-Total</b>	<b>-</b>	<b>-</b>	<b>-</b>
Wastewater Fund	Wastewater	Addition of Admin Tech II - Limited Term (19/20) to Full Time, 34% to Water (Step E & Benefits)	26,885	26,885	-
Wastewater Fund	Wastewater	Reclass Mgmt Analyst to Program Manager, 34% to Water (Step E & Benefits)	11,159	11,159	-
Wastewater Fund	Wastewater	Maller - What not to Flush	3,000	3,000	-
Wastewater Fund	Wastewater	Maintenance & Repairs - Paint Office Building	20,000	20,000	-
Wastewater Fund	Wastewater	Maintenance & Repairs - Replace Roof	20,000	20,000	-
Wastewater Fund	Wastewater	Maintenance & Repairs - Grounds	10,000	10,000	-
Wastewater Fund	Wastewater	Maintenance & Repairs - SCADA Equipment	3,000	3,000	-
Wastewater Fund	Wastewater	Study material for New Employees	1,000	1,000	-
Wastewater Fund	Wastewater	Security Improvements @ WWTP (move to 19/20)	15,000	15,000	-
Wastewater Fund	Wastewater	SST - PG&E Turnkey	528,404	528,404	-
Wastewater Fund	Wastewater	SST - PG&E Turnkey - ECM #7	232,500	232,500	-
Wastewater Fund	Wastewater	SST - PG&E Turnkey - EMC #8 Switch Gear	99,500	99,500	-
Wastewater Fund	Wastewater	Replace John Deere Tractor	40,000	-	40,000
Wastewater Fund	Wastewater	Replace Van - Transport of Video Camera System	40,000	-	40,000
		<b>Sub-Total</b>	<b>1,048,448</b>	<b>968,448</b>	<b>80,000</b>
		<b>Total Enterprise Funds</b>	<b>1,596,849</b>	<b>1,516,849</b>	<b>80,000</b>



## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Finance Standing Committee

AGENDA NO. **4.C.**

FROM: John F. Weigold IV, General Manager

Meeting Date: June 4, 2020

Subject: REVIEW AND DISCUSS GRANTS FOR  
ELECTRIC VEHICLE CHARGING  
STATIONS

**RECOMMENDATIONS:** Staff recommends the Finance Committee review and discuss the grant applications submitted for the electric vehicle charging stations and approve recommendations to the Board.

**FISCAL IMPACT:**

The matching funds required to support this grant is dependent on which grant is awarded to the District. The total project costs and the match funding required is estimated below:

Project Description	Cost	Funding Source
2 Electric Charging Stations	\$ 33,000	Grant Match 40% or 0%
Permitting & Construction	\$ 10,000	CCSD General Fund
Total Project Cost	\$ 43,000	

No budget adjustment is required at this time. If the grant is awarded, Board action would be required to appropriate the grant revenue and associated expense.

**DISCUSSION:** District staff submitted applications for grant funding to install two electric vehicle charging stations. As more and more tourists are using electric vehicles, this project would provide these public electric vehicle (EV) charging stations at two key locations within the downtown core – at the Veterans Hall in the West Village, and at the CCSD-owned public parking lot in the East Village. These stations will fulfill a two-fold benefit of encouraging sustainable transportation and access to environmental and cultural activities within the beautiful downtown core of Cambria. There are currently no publicly available EV charging stations between Monterey and Morro Bay.

The District applied for two grants: one from the County of San Luis Obispo Beautification Infrastructure Grant (BIG) and the other from the Air Pollution Control District (APCD) Community Air Protection Program. The District can only receive one of these grants. The BIG grant would pay for 100% of the project equipment. The APCD grant would pay for 60% of the project equipment cost hence the District would provide a cost match of 40%. Also, the District would need to pay for any permitting and construction costs, which is not covered as part of the grant funding. This project is consistent with the District's desire to be responsible with our environmental resources and will encourage those who drive environmentally sustainable vehicles to visit our town.

Staff recommends the Finance Committee support application of the BIG and APCD grants for electric charging stations and approve recommendations to the Board.

## Attachments:

1. BIG grant application packet
2. APCD grant application packet



## Cambria Community Services District – Beautification/Infrastructure Grant Program for FY 2019-2020

---

### Project:

Green Infrastructure Improvements: Installation of two Electric Vehicle Charging Stations

### Agency Name:

Cambria Community Services District (District)

### Project Contact:

Ray Dienzo, Utilities Manager/District Engineer  
Cambria Community Services District  
Phone: (805) 927-6119 Fax:(805) 927-5584  
Email: rdienzo@cambriacsd.org

### Agency Address:

Physical - 1316 Tamsen Street, Suite 201, Cambria, CA 93428  
Mailing - PO Box 65, Cambria, CA 93428

### Amount of Funds Requested:

The total installation cost of the project is estimated at \$35,000. The District can contribute in-kind services and staff time to coordinate construction of this project. This grant request is for **\$35,000**.

### Brief Project Description:

The project expands Cambria's green infrastructure through installation of Electric Vehicle Charging units at two key locations within the downtown core – at the Veterans Hall, and at a public parking lot. These stations will fulfill a two-fold benefit of encouraging sustainable transportation and access to environmental and cultural activities.



## Project Information

### 1. Organization and its Mission

As an independent special district within the County of SLO, the Cambria Community Services District provides a number of services to Cambria residents including: Water, Wastewater, Fire and Safety, Street Lighting, Parks and Recreation, Transit, and Veterans' Memorial Administration. The CCSD is committed to conserving and protecting Cambria's air, water and other precious resources while providing superior services to its customers.

The Cambria Community Services District was initially formed in 1967 to provide sewer services to the community. In 1976, other small services districts in Cambria were consolidated under the CCSD. This facilitated the expansion of CCSD services to include water, wastewater, fire protection, lighting, refuse, transit, and parks, recreation, and open space. The CCSD is governed by a five-member board of directors elected by Cambria voters for four-year overlapping terms.

The Cambria Community Services District has demonstrated a clear and consistent commitment to protecting the town's natural resources including its desire to use clean energy.

### 2. Detailed Project Description

Grant funding for this project, will enable the District to expand Cambria's green infrastructure via installation of two electric vehicle (EV) charging stations at the following locations (see figures in Section 5):

- a. CCSD Veterans Memorial Building 1000 Main St, Cambria, CA, located on the corner of Main St and Cambria Drive.
- b. CCSD Public Lot 2161 Center St, Cambria, CA; this is a public parking lot and the charging station will be located next to our public restroom.

The location of the charging stations will be constructed close to existing line power infrastructure that serve CCSD properties. Exact locations will be subject to conditions encountered during construction.

The anticipated outcome of this project is a visible investment in sustainable tourism and transportation within the community of Cambria. The availability of public EV charging stations is a major draw for eco-aware tourists and may encourage residents to select alternate-fuel vehicles.

3. This project will be beneficial to visitors of our District in that it provides a needed service for visitors who drive electric plug-in vehicles. There are no charging stations within Cambria's Main Street retail and shops corridor in both East and West Village. Residents of Cambria and visitors alike will enjoy the reduced emissions and the

local economy will benefit from the business revenue that comes from these visitors.

4. The District is motivated and capable of carrying forth such projects to fruition. The community is environmentally conscious and would welcome these EV stations. The contractor that we propose to use is Turnkey Construction and Solar. District staff will provide other installation services. The cost of energy consumption at these locations will be offset by the pay-per-use fee structure.
5. See the following maps that show the proposed locations of the new electric vehicle charging stations. These locations are in the East and West Village area of Cambria where there are a concentration of retail shops and restaurants. Many tourists visit these areas with a higher concentration of vehicle traffic. These charging stations would encourage visitors with electric vehicles to visit and would reduce carbon emissions.

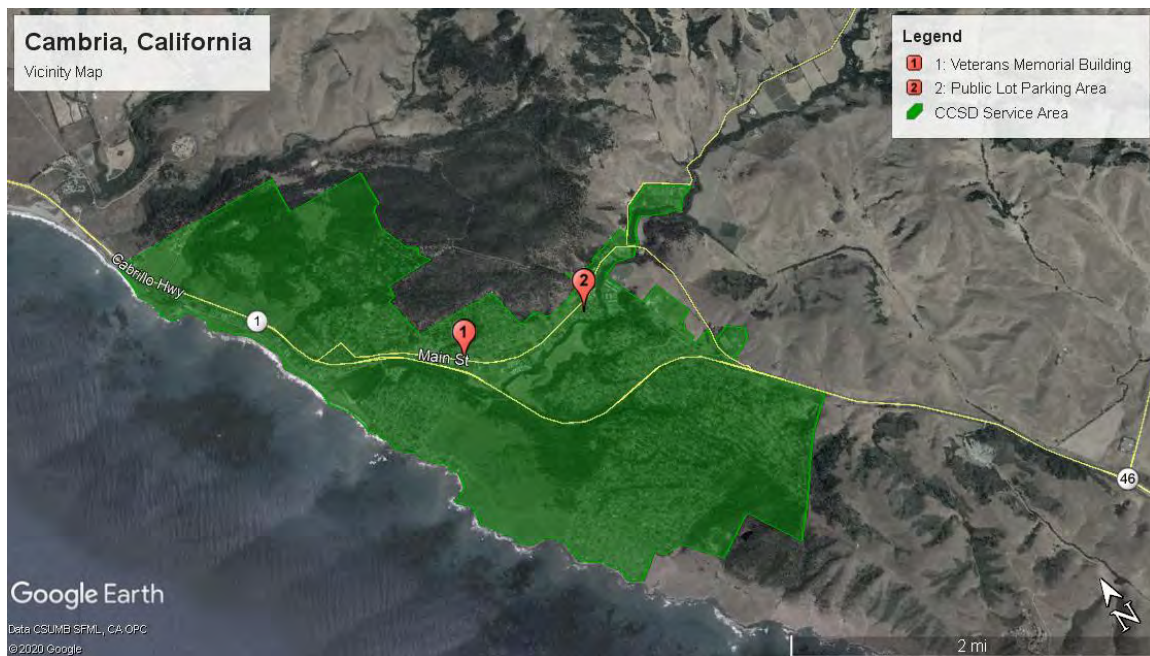


Figure 1 Vicinity Map and Project Location





Figure 2 - Site location 1 - Veterans Memorial Building

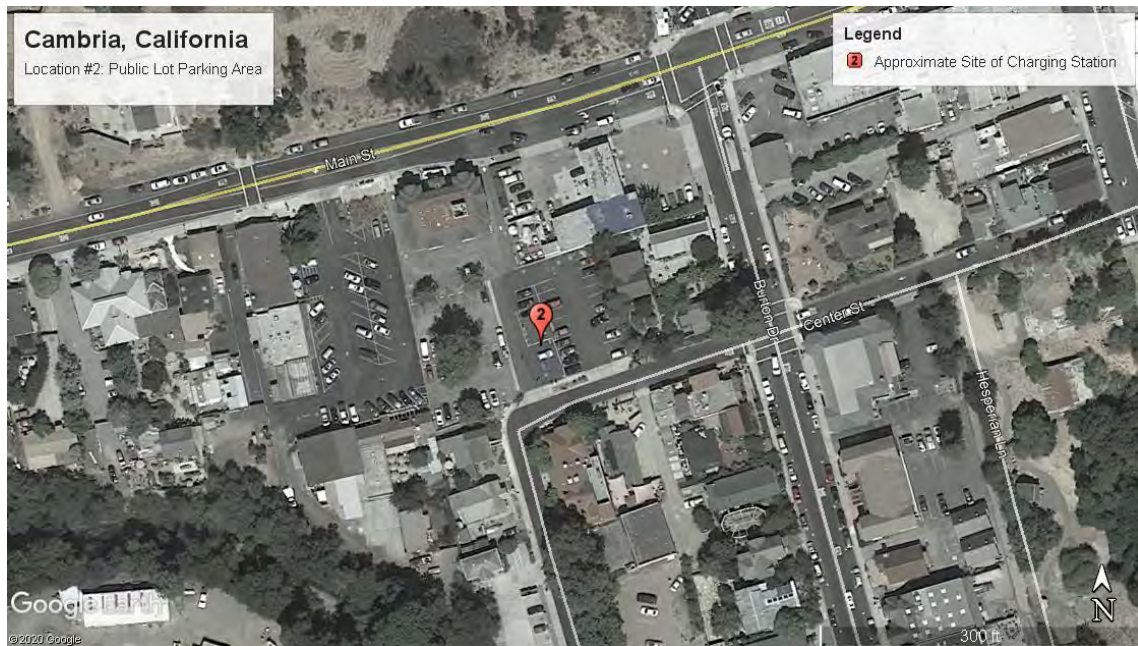


Figure 3 - Site Location 2 - Public Lot Parking Area

## Project Budget

The cost estimates from Turnkey Construction and Solar for the electric vehicle charging stations are attached.

The cost for the Veterans Memorial Building charging station is estimated at \$17,272 and the Public Lot charging station at \$15,081. The total estimated installation cost for the project is \$32,353. Other costs for permitting and facility remodels would be estimated at around \$10,000 which would be paid by the District. The District requests a grant of **\$35,000**.

## Attachments:

Cost Estimate – CCSD Veteran’s Memorial Building

Cost Estimate – CCSD Public Lot

Directory of Local Agencies – Cambria Community Services District



CCSD - Veteran's Hall  
1000 Main St, Cambria, CA 93428  
Jim Green  
805.550.3558



7257 N. Maple Suite 108  
559.321.8130  
CSLB Lic # 991046  
DIR#100040295  
Info@turnkeyfresno.com

## Proposal for 1 Dual Port Charge Point Charging Station

Qty	Product Number	Cost Each	Sub Total	Description
1	CT4023-GW1	\$ 5,364	\$ 5,364	Dual Output, Gateway Option USA, Wall Mount Unit - 208/240V @30A with Cord Management
0	CT4001-CCM	\$ -	\$ -	Bollard Concrete Mounting Kit with template
1	CT4000-PMGMT	\$ 179	\$ 179	CT4000 Power Management Kit. Allows both ports on a dual port station to share a single 40A circuit (Power Share
1	Freight	\$ 140	\$ 140	Freight from ChargePoint to Customer Site
1	Station Installation	\$ 450	\$ 450	Install Stations including final electrical connections to make ready for service
1	Station Activation	\$ 377	\$ 377	Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.
2	1st Year Network Charge	\$ 280	\$ 560	This plan includes Secure Network Connection, On-going Station Software updates, Station Inventory, 24x7 Driver Support, Host Support, Session Data and Analytics, Fleet Vehicle Management and Integration, Fleet Access Control, Valet Dashboard, Power Management (Circuit, Panel, Site Sharing), Scheduled Charging, Driver Access Control, Pricing and Automatic Funds Collection, Waitlist, Videos (on supported hardware). The price is per port.
1	Partner-Self Valid	\$ -	\$ -	Customer works directly with a self-validating Channel Partner where the Channel Partner will be performing all construction and station installation services. These services include on-site validation of electrical capacity, transformers, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes. A site is defined as a group of stations all connected to the same gateway station. Assure sold separately.
1	CT4000-ASSURE1	\$ 740	\$ 740	Parts and On-Site Labor to repair or replace any manufacturing defect. Includes remote monitoring of station and proactive repair dispatch. 98% Guaranteed Uptime ChargePoint's "Assure Program" is sold per station versus per port
1	Admin	\$ 1,391	\$ 1,391	Comprehensive site evaluation of all items, submittal of rebate paperwork,
1	Electrical	\$ 4,759	\$ 4,759	Any required electrical work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	Asphalt & Concrete	\$ -	\$ -	Any required asphalt work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	Underground Boring	\$ -	\$ -	Any required boring work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	ADA Upgrades	\$ -	\$ -	Any required ADA work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
1	EV Signage/Striping	\$ 714	\$ 714	Any required signage/striping to meet jurisdiction requirements <b>(Estimate Only, Need Approved Plans)</b>
1	Electrical Design & Engineering Plan set	\$ 1,239	\$ 1,239	Electrical plan set and electrical engineering for load calculations
1	Estimated Permit Cost	\$ 1,359	\$ 1,359	Permit Fees for jurisdiction (Traffic AHJ, Planning AHJ, Building AHJ, Permit AHJ)
<b>Project Total</b>		<b>\$ 17,272</b>	<b>\$ 17,272</b>	<b>This represents the total amount the customer must pay per contract to Turn Key for the Project</b>

### Annual Recurring Costs

2	Annual Network costs after year 1	\$ 280	\$ 560
---	-----------------------------------	--------	--------

### Payment Schedule for Contract

Payment 1	\$ 2,598	Billed at execution of contract Drawings/Engineering/Permit
Payment 2	\$ 7,360	Billed 4 Weeks prior to install for Equipment special order
Payment 3	\$ 7,314	Billed upon completion of construction
<b>Total Payments</b>	<b>\$ 17,272</b>	

**\*Rebates must be applied for prior to issuing work order, if project does not qualify for proposed rebate client may choose to terminate agreement at no charge to client. Once rebates are approved construction contract will be issued.**

**\*\*Please sign and date below as a letter of intent to move forward assuming rebates can be applied to the project**

Signature \_\_\_\_\_

Date \_\_\_\_\_

CCSD - Public Lot  
2161 Center St, Cambria, CA 93428  
Jim Green  
805.550.3558



7257 N. Maple Suite 108  
559.321.8130  
CSLB Lic # 991046  
DIR#100040295  
Info@turnkeyfresno.com

## Proposal for 1 Dual Port Charge Point Charging Station

Qty	Product Number	Cost Each	Sub Total	Description
1	CT4023-GW1	\$ 5,364	\$ 5,364	Dual Output, Gateway Option USA, Wall Unit - 208/240V @30A with Cord Management
0	CT4001-CCM	\$ -	\$ -	Bollard Concrete Mounting Kit with template
0	CT4000-PMGMT	\$ -	\$ -	CT4000 Power Management Kit. Allows both ports on a dual port station to share a single 40A circuit (Power Share
1	Freight	\$ 140	\$ 140	Freight from ChargePoint to Customer Site
1	Station Installation	\$ 450	\$ 450	Install Stations including final electrical connections to make ready for service
1	Station Activation	\$ 349	\$ 349	Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.
2	1st Year Network Charge	\$ 280	\$ 560	This plan includes Secure Network Connection, On-going Station Software updates, Station Inventory, 24x7 Driver Support, Host Support, Session Data and Analytics, Fleet Vehicle Management and Integration, Fleet Access Control, Valet Dashboard, Power Management (Circuit, Panel, Site Sharing), Scheduled Charging, Driver Access Control, Pricing and Automatic Funds Collection, Waitlist, Videos (on supported hardware). The price is per port.
1	Partner-Self Valid	\$ -	\$ -	Customer works directly with a self-validating Channel Partner where the Channel Partner will be performing all construction and station installation services. These services include on-site validation of electrical capacity, transformers, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes. A site is defined as a group of stations all connected to the same gateway station. Assure sold separately.
1	CT4000-ASSURE1	\$ 740	\$ 740	Parts and On-Site Labor to repair or replace any manufacturing defect. Includes remote monitoring of station and proactive repair dispatch. 98% Guaranteed Uptime ChargePoint's "Assure Program" is sold per station versus per port
1	Admin	\$ 1,391	\$ 1,391	Comprehensive site evaluation of all items, submittal of rebate paperwork,
1	Electrical	\$ 2,775	\$ 2,775	Any required electrical work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	Asphalt & Concrete	\$ -	\$ -	Any required asphalt work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	Underground Boring	\$ -	\$ -	Any required boring work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	ADA Upgrades	\$ -	\$ -	Any required ADA work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
1	EV Signage/Striping	\$ 714	\$ 714	Any required signage/striping to meet jurisdiction requirements <b>(Estimate Only, Need Approved Plans)</b>
1	Electrical Design & Engineering Plan set	\$ 1,239	\$ 1,239	Electrical plan set and electrical engineering for load calculations
1	Estimated Permit Cost	\$ 1,359	\$ 1,359	Permit Fees for jurisdiction (Traffic AHJ, Planning AHJ, Building AHJ, Permit AHJ)
<b>Project Total</b>		<b>\$ 15,081</b>	<b>\$ 15,081</b>	<b>This represents the total amount the customer must pay per contract to Turn Key for the Project</b>

### Annual Reoccurring Costs

2	Annual Network costs after year 1	\$ 280	\$ 560
---	-----------------------------------	--------	--------

### Payment Schedule for Contract

Payment 1	\$ 2,598	Billed at execution of contract Drawings/Engineering/Permit
Payment 2	\$ 7,153	Billed 4 Weeks prior to install for Equipment special order
Payment 3	\$ 5,330	Billed upon completion of construction
<b>Total Payments</b>	<b>\$ 15,081</b>	

**\*Rebates must be applied for prior to issuing work order, if project does not qualify for proposed rebate client may choose to terminate agreement at no charge to client. Once rebates are approved construction contract will be issued.**

**\*\*Please sign and date below as a letter of intent to move forward assuming rebates can be applied to the project**

Signature \_\_\_\_\_

Date \_\_\_\_\_



## CAMBRIA COMMUNITY SERVICES DISTRICT

<b>Mail:</b>	<b>P.O. Box 65</b>
<b>Address:</b>	<b>1316 Tamsen Street, Suite 201 Cambria, CA 93428</b>
<b>Telephone:</b>	<b>805-927-6223</b>
<b>Fax:</b>	<b>805-927-5584</b>
<b>Website:</b>	<b>www.cambriacsd.org</b>
<b>General Manager:</b>	<b>John Weigold</b>
<b>Board of Directors' Meeting:</b>	<b>Alternating Thursdays of the month at 12:30 p.m. in the Cambria Veterans' Hall, 1000 Main Street, Cambria</b>
<b>Active Powers:</b>	<b>Water, sewer, solid waste, fire protection, street lighting, parks &amp; recreation, transit, and Veterans' Memorial Administration</b>
<b>Acreage:</b>	<b>2,928</b>
<b>Population Served:</b>	<b>Approximately 6,521</b>
<b>Date of Formation:</b>	<b>November 2, 1976</b>

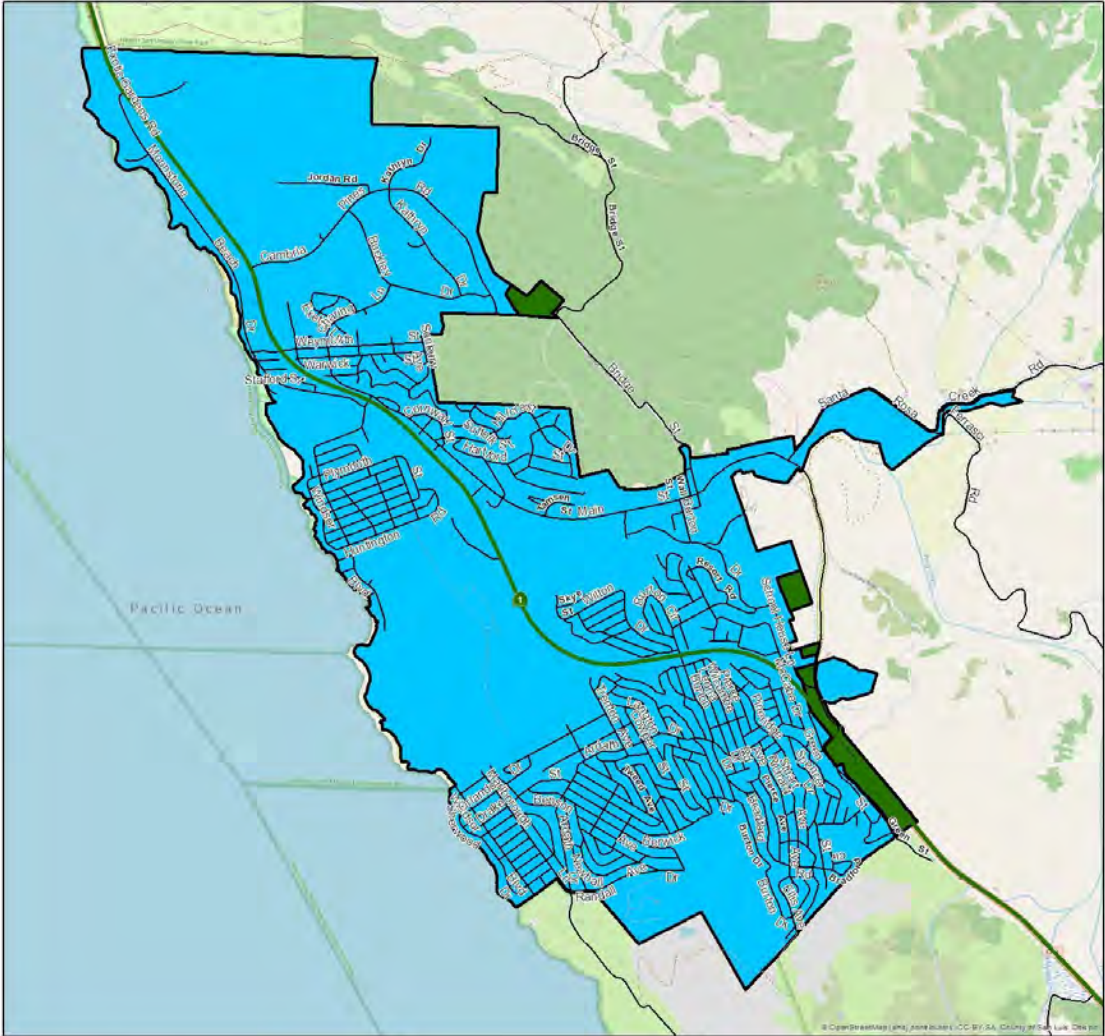
### \*Cambria CSD Water & Sewer Rates

WATER		SEWER (BASED ON WATER USE)	
Meter Size-Category	Bi-Monthly Fee Water Use Per Unit	Sewer Category	Bi-Monthly Fee Sewer Use Per Unit
Residential ¾ inch	\$34.90 base rate 1-4 units = \$8.89/unit 5-16 units = \$11.63/unit 16+ units = \$12.97/unit	Residential	\$82.20 base rate \$4.75/unit
Commercial ¾ inch	\$34.90 base rate \$11.63/unit	Commercial	\$82.20 base rate Class 1 = \$4.16/unit Class 2 = \$4.75/unit Class 3 = \$7.31/unit

1 unit = 1 ccf (100 cubic feet) = 748 gallons.

Please call the District for specific charges and fees regarding other size connections.

**Cambria Community Services District  
Service Area & Sphere of Influence  
Adopted: August 2014**



**Legend**

-  Major Roads
-  Service Area
-  Sphere of Influence



Prepared By: SLO LAFCO  
Name: Cambria\_SOI Endy  
Date: 12/13/2019







## Alt Fuel and Electric Vehicle Infrastructure

### 2019 Community Air Protection Program Application Checklist

Applicant Information	Dealer Information
Company name: Cambria Community Services District	Dealership company: Chargepoint
Contact name: John F. Weigold IV	Dealer rep: Robb Lichtman
Phone: 805-927-6230	Phone: 669-271-4476
Fax: 805-927-5584	Fax:
E-mail: jweigold@cambriacsd.org	E-mail: robb.lichtman@chargepoint.com
<i>Option: Attach business card</i>	<i>Option: Attach business card</i>

✓	<b>Application Requirements for November 30, 2019 Deadline</b>
<input type="checkbox"/>	<b>Completed Application:</b> Complete and submit part A, B, and C of the Application Form.
<input type="checkbox"/>	<p><b>Price Quotes and Spec Sheet:</b> For the equipment and installation, material and labor quotes must be provided by the equipment manufacturer, manufacturer-approved dealer, or an approved contractor or installation professional.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Itemized quote of the parts, tax, shipping costs and labor to complete the project.</li> <li><input type="checkbox"/> All parts and equipment must be new. Remanufactured or refurbished equipment and parts are not eligible.</li> <li><input type="checkbox"/> Provide manufacturer's specification sheets for the new equipment.</li> <li><input type="checkbox"/> Alt fuel dispensing equipment must have at least a 3-year warranty; EV chargers must have at least a 1-year warranty. This is information must be stated on the quote.</li> </ul>

	<b>Additional Application Requirements If Your Project Is Selected for Funding</b>
<input type="checkbox"/>	<p><b>Competitive Bids Required for Certain Projects:</b> If your infrastructure project will be open and available for public use the vendor must be solicited and selected through a competitive bidding process.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Applicant will develop impartial bidding specifications and objective supplier selection criteria with a reasonable deadline to bid and share this information with potential suppliers and APCD.</li> <li><input type="checkbox"/> Applicant must submit copies of all eligible suppliers' bids to APCD, with a statement of reason for the bid selected.</li> </ul>





<input checked="" type="checkbox"/>	<b>Signature Delegation Letter:</b> If the owner, partner or corporate officer will not be signing the contract, then they must provide a letter naming and authorizing another individual to sign grant documents on behalf of the business. General partnerships please provide a letter of authorization for the signing partner, signed by the non-signing partner(s).
<input checked="" type="checkbox"/>	<b>Applicant's Business Structure:</b> Provide one of the following, depending on the structure of your business: <ul style="list-style-type: none"> <li>Articles of Incorporation and specific documentation identifying the officers for the corporation</li> <li>Partnership agreement</li> <li>Sole proprietors provide a signed W9 form and a copy of a photo ID.</li> <li>Other business structure documentation not listed above</li> </ul>
<input checked="" type="checkbox"/>	<b>Aerial Map:</b> Please provide a description of the geographic location, including specific street address and an aerial map (satellite view from internet) indicating the exact project location.
<input checked="" type="checkbox"/>	<b>W-9 Form:</b> Complete and submit IRS form W-9, available from the IRS web site: <a href="http://www.irs.gov/pub/irs-pdf/fw9.pdf">www.irs.gov/pub/irs-pdf/fw9.pdf</a> . APCD will issue form 1099 as required by law.
<input checked="" type="checkbox"/>	<b>Evidence of Leasehold or Property Ownership:</b> Please provide evidence of ownership of the land on which the project will be located, or if owned by others, provide an executed lease agreement or letters of commitment lasting for the duration of the project life, signed by the property owners or authorized representatives.
<input checked="" type="checkbox"/>	<b>Certificates of Insurance:</b> Provide current certificates of insurance with your application as evidence of coverage for General Liability and Workers' Compensation*. * <i>If the Applicant is exempt from the requirement of maintaining workers' compensation insurance, provide evidence of such exemption.</i>
<input checked="" type="checkbox"/>	<b>Applications completed by someone other than Applicant:</b> If compensated for completing the application on the owner's/company's behalf, then attach details on the source of payment and the amount paid.
<input checked="" type="checkbox"/>	<b>Certificates of Insurance:</b> Funded projects will be required to provide certificates of insurance endorsing the APCD as additionally insured for this project for General Liability and Property Insurance that covers the replacement cost of the new equipment. When these policies, as well as your Workers' Compensation policy are renewed or changed, updated certificates must be submitted to the APCD until the Grant Agreement expires.
<input checked="" type="checkbox"/>	<b>UCC-1 Financing Statement:</b> To protect its financial interest, APCD will perfect its lien against the funded equipment through a UCC-1 financing statement filed with the Secretary of State of California, for the duration of the term of the grant agreement.
<input checked="" type="checkbox"/>	<b>Building Permits:</b> Before work commences on the project, the applicant must obtain all required land use permits from agencies needed to install and operate the installation. The installation must comply with all applicable rules and regulations, including the Americans with Disabilities Act. A copy of the finalized building permit must be provided to APCD before the grant project is paid.
<input checked="" type="checkbox"/>	<b>Availability of Utilities:</b> If requested by the APCD, the applicant must be able to provide documentation that power or fuel is being provided to the site (e.g. application, payment to the local utility company for power installation, or contract). Applicants are encouraged to contact the utility company as early as possible in the planning process.







## Alt Fuel and Electric Vehicle Infrastructure

### 2019 Community Air Protection Program Application Form

Please fill out one application for each location. Please print clearly or type all information on this application.

#### A. APPLICANT INFORMATION

1. Company or organization name: Cambria Community Services District			
2. Business type: Public Agency			
3. Contact name and title: John F. Weigold IV, General Manager			
4. Person who filled out funding application: Ray Dienzo, District Engineer			
5. Person with contract signing authority (if different from above): Both 3 & 4 have signing authority			
6. Business mailing address and contact information: PO Box 65			
Street:			
City: Cambria	County: San Luis Obispo	State: CA	Zip code: 93428
Phone for project contact: ( ) 805-927-6230		Fax: ( ) 805-927-5584	
Cell: ( ) 203-912-5652		E-mail*: jweigold@cambriacsd.org	
7. Project address (if different from above) (publicly accessible stations please provide aerial map): CCSD Veterans Memorial Building 1000 Main St, Cambria, CA, located on the corner of Main St and Cambria Drive.			

\*Please note: Failure to provide a valid e-mail address may delay time-sensitive correspondence.

#### Third Party Certification

N/A

I have completed the application, in whole or in part, on behalf of the applicant.

Print name of third party:	Title:
Signature of third party:	Date:
Amount paid to third party:	Source of funding to third party:



Air Pollution Control District  
San Luis Obispo County

805-781-5912  
3433 Roberto Court  
San Luis Obispo, CA 93401

Alt Fuel & EV Infrastructure  
Checklist & Application  
Version 3.2, May 2019  
Page 6 of 8

**B. PROJECT INFORMATION***Veteran's Memorial Building*

1. Project type:

 EV Charging Alt Fuel Station: Type of fuel: \_\_\_\_\_ Shore Power Other: \_\_\_\_\_

2. Will the project be accessible to the public?

 Yes  No

If no, will the project service a public or private fleet?

 Yes  No

If yes, vocation of fleet: \_\_\_\_\_ Number of vehicles in fleet: \_\_\_\_\_

If no, please explain who will be using the installation: \_\_\_\_\_

3. Will the project be located in a low-income community or serve low-income residents? Click this [link](#) to view a map of SLO County's low-income areas. Yes  No

4. Please estimate annual usage for the project (# of vehicles, kWh, SCF, GGE or other):

4000 vehicles

5. Public Funding Disclosure: Will the applicant apply for any other grants or public financial assistance for this project?

 Yes  No

If yes, please provide:

Source of funds: County of SLO Beautification Infrastructure Grant Expected amount: \$ 17,272

6. Please describe project. For alt fuel, include type of fuel and number of dispensers to be installed; for EV charging include number and type of charging ports to be installed. Please include a site plan or other design drawings which clearly indicate the location of the new installation on the property. Use additional sheets, if necessary.

One EV charging station located in village center next to Veteran's Memorial Building  
See attached site map and specs.



### C. APPLICANT'S STATEMENT – To be signed by company representative with contract signing authority

<p>❖ I hereby make an application to the San Luis Obispo County Air Pollution Control District (APCD) for emission reduction incentive funding and I understand and agree to the following:</p> <ul style="list-style-type: none"> <li>• In order to receive incentive funds, I must enter into a Grant Agreement (contract) with the APCD and there will be conditions placed upon receiving the grant award. I agree to refund the grant award, or a portion thereof as specified in the Grant Agreement, if it is found that at any time I do not meet those conditions and if directed to do so by the APCD or the California Air Resources Board (ARB).</li> <li>• I will not place orders, make purchases or begin any work associated with this project until notified by the APCD that all parties have signed the project's Grant Agreement and it is effective.</li> <li>• All information provided with this application will be used by the APCD and/or ARB to evaluate the eligibility of this application to receive incentive funds. APCD/ARB will at its sole discretion determine which program funds, if any, will be used for this project. APCD/ARB staff reserves the right to request additional information of the applicant and can deny the application if such requested information is not provided. APCD will contact applicants who submit incomplete or illegible applications and work with them to complete the application. If the applicant does not respond within 30 days, the application will be suspended; in such cases, the applicant can petition the APCD to re-initiate the application if they supply the previously identified missing information. The APCD may require the applicant to provide updated information.</li> <li>• To expedite application processing, APCD's preferred method of communication is through electronic mail. Failure by applicant to provide a valid e-mail address may delay time-sensitive correspondence.</li> <li>• Grant programs have limited funds and will terminate upon depletion of program funding. The APCD will honor projects that have been contracted but is under no obligation to honor applications prior to contracting.</li> <li>• The APCD will issue IRS form 1099 to grant recipients as required by law. It is the grant recipient's responsibility to determine their tax liability associated with their participation in the grant program.</li> </ul> <p>❖ I have reviewed the information contained in this application and all attachments. I certify under penalty of perjury that the information contained in this application, including all attachments and the following statements, is complete, accurate and correct:</p> <ul style="list-style-type: none"> <li>• If the proposed project has been or may be considered for funding by any air district, the ARB, or any other public agency, then I have disclosed the specifics to the APCD.</li> <li>• The applicant entity is in compliance and will remain in compliance with all applicable federal, state, and local laws, air quality rules and regulations, and the applicant entity does not have any outstanding/unresolved/unpaid Notices of Violation (NOV) or citations for violations of any federal, state or local air quality regulation.</li> <li>• I have the legal authority to apply for incentive funding for the entity described in this application.</li> </ul> <p>❖ I agree to the above statements by signing below.</p>	
Printed name of company representative with contract signing authority: Raymond Dienzo	Title: <i>District Engineer</i>
Signature: <i>Raymond Dienzo</i>	Date: <i>5/5/2020</i>

H:\PLAN\Grant Programs\Carl Moyer\IRFPs-Current&Historic\Current RFP Working Copies\Infrastructure application v3.2 May 2019.docx



Air Pollution Control District  
San Luis Obispo County

805-781-5912  
3433 Roberto Court  
San Luis Obispo, CA 93401

Alt Fuel & EV Infrastructure  
Checklist & Application  
Version 3.2, May 2019  
Page 8 of 8

**B. PROJECT INFORMATION***Public Lot*

<p>1. Project type:</p> <p><input checked="" type="checkbox"/> EV Charging</p> <p><input type="checkbox"/> Alt Fuel Station: Type of fuel: _____</p> <p><input type="checkbox"/> Shore Power</p> <p><input type="checkbox"/> Other: _____</p>
<p>2. Will the project be accessible to the public?</p> <p><input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If no, will the project service a public or private fleet?</p> <p><input type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If yes, vocation of fleet: _____ Number of vehicles in fleet: _____</p> <p>If no, please explain who will be using the installation: _____</p> <p>_____</p>
<p>3. Will the project be located in a low-income community or serve low-income residents? Click this <a href="#">link</a> to view a map of SLO County's low-income areas.</p> <p><input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No</p>
<p>4. Please estimate annual usage for the project (# of vehicles, kWh, SCF, GGE or other):</p> <p><u>4000 vehicles</u></p>
<p>5. Public Funding Disclosure: Will the applicant apply for any other grants or public financial assistance for this project?</p> <p><input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If yes, please provide:</p> <p>Source of funds: <u>County of SLO Beautification Infrastructure Grant</u> Expected amount: \$ <u>15,081</u></p>
<p>6. Please describe project. For alt fuel, include type of fuel and number of dispensers to be installed; for EV charging include number and type of charging ports to be installed. Please include a site plan or other design drawings which clearly indicate the location of the new installation on the property. Use additional sheets, if necessary.</p> <p><u>One EV charging station located in village center next to Public parking lot and public restroom</u></p> <p><u>See attached site map and specs.</u></p>





### C. APPLICANT'S STATEMENT - To be signed by company representative with contract signing authority

- ❖ I hereby make an application to the San Luis Obispo County Air Pollution Control District (APCD) for emission reduction incentive funding and I understand and agree to the following:
  - In order to receive incentive funds, I must enter into a Grant Agreement (contract) with the APCD and there will be conditions placed upon receiving the grant award. I agree to refund the grant award, or a portion thereof as specified in the Grant Agreement, if it is found that at any time I do not meet those conditions and if directed to do so by the APCD or the California Air Resources Board (ARB).
  - I will not place orders, make purchases or begin any work associated with this project until notified by the APCD that all parties have signed the project's Grant Agreement and it is effective.
  - All information provided with this application will be used by the APCD and/or ARB to evaluate the eligibility of this application to receive incentive funds. APCD/ARB will at its sole discretion determine which program funds, if any, will be used for this project. APCD/ARB staff reserves the right to request additional information of the applicant and can deny the application if such requested information is not provided. APCD will contact applicants who submit incomplete or illegible applications and work with them to complete the application. If the applicant does not respond within 30 days, the application will be suspended; in such cases, the applicant can petition the APCD to re-initiate the application if they supply the previously identified missing information. The APCD may require the applicant to provide updated information.
  - To expedite application processing, APCD's preferred method of communication is through electronic mail. Failure by applicant to provide a valid e-mail address may delay time-sensitive correspondence.
  - Grant programs have limited funds and will terminate upon depletion of program funding. The APCD will honor projects that have been contracted but is under no obligation to honor applications prior to contracting.
  - The APCD will issue IRS form 1099 to grant recipients as required by law. It is the grant recipient's responsibility to determine their tax liability associated with their participation in the grant program.
- ❖ I have reviewed the information contained in this application and all attachments. I certify under penalty of perjury that the information contained in this application, including all attachments and the following statements, is complete, accurate and correct:
  - If the proposed project has been or may be considered for funding by any air district, the ARB, or any other public agency, then I have disclosed the specifics to the APCD.
  - The applicant entity is in compliance and will remain in compliance with all applicable federal, state, and local laws, air quality rules and regulations, and the applicant entity does not have any outstanding/unresolved/unpaid Notices of Violation (NOV) or citations for violations of any federal, state or local air quality regulation.
  - I have the legal authority to apply for incentive funding for the entity described in this application.
- ❖ I agree to the above statements by signing below.

Printed name of company representative with contract signing authority: Raymond Dienzo	Title: <i>District Engineer</i>
Signature: <i>Raymond Dienzo</i>	Date: <i>5/5/2020</i>

H:\PLAN\Grant Programs\Carl Moyer\IRFPs-Current&Historic\Current RFP Working Copies\Infrastructure application v3.2 May 2019.docx



Air Pollution Control District  
San Luis Obispo County

805-781-5912  
3433 Roberto Court  
San Luis Obispo, CA 93401

Alt Fuel & EV Infrastructure  
Checklist & Application  
Version 3.2, May 2019  
Page 8 of 8



## Cambria Community Services District – APCD Alt Fuel and Electric Vehicle Infrastructure

---

### Project:

Green Infrastructure Improvements: Installation of two Electric Vehicle Charging Stations

### Agency Name:

Cambria Community Services District (District)

### Project Contact:

Ray Dienzo, Utilities Manager/District Engineer  
Cambria Community Services District  
Phone: (805) 927-6119 Fax:(805) 927-5584  
Email: rdienzo@cambriacsd.org

### Agency Address:

Physical - 1316 Tamsen Street, Suite 201, Cambria, CA 93428  
Mailing - PO Box 65, Cambria, CA 93428

### Brief Project Description:

The project expands Cambria's green infrastructure through installation of Electric Vehicle Charging units at two key locations within the downtown core – at the Veterans Hall, and at a public parking lot. These stations will fulfill a two-fold benefit of encouraging sustainable transportation and access to environmental and cultural activities.



## Project Information

### 1. Organization and its Mission

As an independent special district within the County of SLO, the Cambria Community Services District provides a number of services to Cambria residents including: Water, Wastewater, Fire and Safety, Street Lighting, Parks and Recreation, Transit, and Veterans' Memorial Administration. The CCSD is committed to conserving and protecting Cambria's air, water and other precious resources while providing superior services to its customers.

The Cambria Community Services District was initially formed in 1967 to provide sewer services to the community. In 1976, other small services districts in Cambria were consolidated under the CCSD. This facilitated the expansion of CCSD services to include water, wastewater, fire protection, lighting, refuse, transit, and parks, recreation, and open space. The CCSD is governed by a five-member board of directors elected by Cambria voters for four-year overlapping terms.

The Cambria Community Services District has demonstrated a clear and consistent commitment to protecting the town's natural resources including its desire to use clean energy.

### 2. Detailed Project Description

Grant funding for this project, will enable the District to expand Cambria's green infrastructure via installation of two electric vehicle (EV) charging stations at the following locations (see figures in Section 5):

- a. CCSD Veterans Memorial Building 1000 Main St, Cambria, CA, located on the corner of Main St and Cambria Drive.
- b. CCSD Public Lot 2161 Center St, Cambria, CA; this is a public parking lot and the charging station will be located next to our public restroom.

The location of the charging stations will be constructed close to existing line power infrastructure that serve CCSD properties. Exact locations will be subject to conditions encountered during construction.

The anticipated outcome of this project is a visible investment in sustainable tourism and transportation within the community of Cambria. The availability of public EV charging stations is a major draw for eco-aware tourists and may encourage residents to select alternate-fuel vehicles.

3. This project will be beneficial to visitors of our District in that it provides a needed service for visitors who drive electric plug-in vehicles. There are no charging stations within Cambria's Main Street retail and shops corridor in both East and West Village. Residents of Cambria and visitors alike will enjoy the reduced emissions and the

local economy will benefit from the business revenue that comes from these visitors.

4. The District is motivated and capable of carrying forth such projects to fruition. The community is environmentally conscious and would welcome these EV stations. The contractor that we propose to use is Turnkey Construction and Solar. District staff will provide other installation services. The cost of energy consumption at these locations will be offset by the pay-per-use fee structure.
5. See the following maps that show the proposed locations of the new electric vehicle charging stations. These locations are in the East and West Village area of Cambria where there are a concentration of retail shops and restaurants. Many tourists visit these areas with a higher concentration of vehicle traffic. These charging stations would encourage visitors with electric vehicles to visit and would reduce carbon emissions.

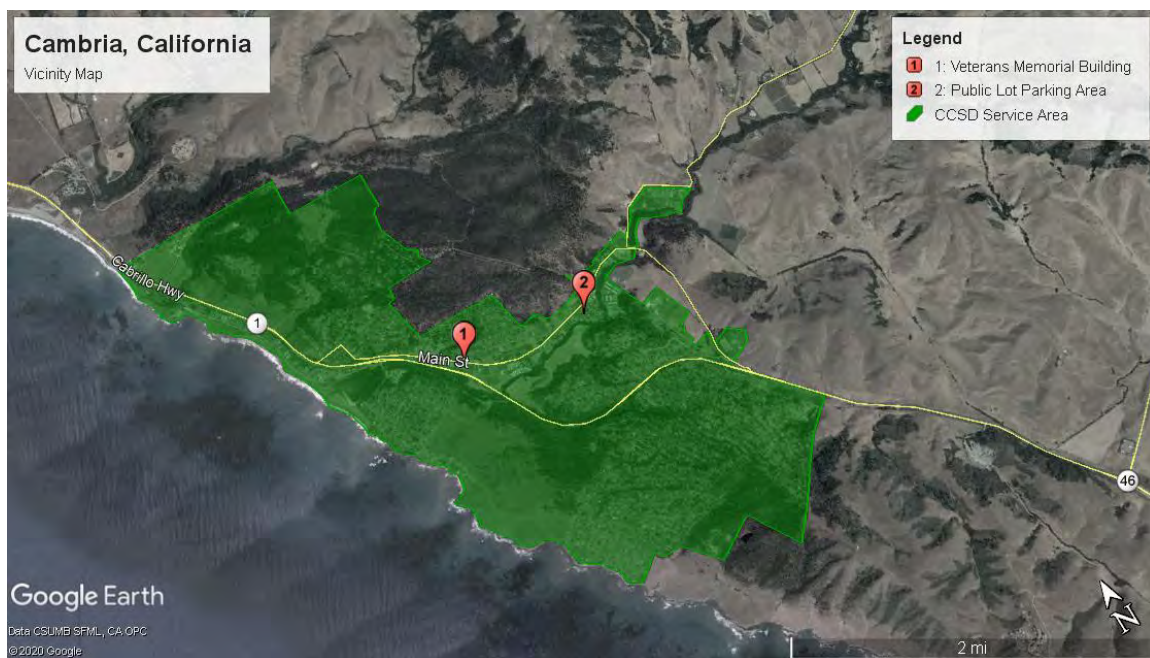


Figure 1 Vicinity Map and Project Location





Figure 2 - Site location 1 - Veterans Memorial Building

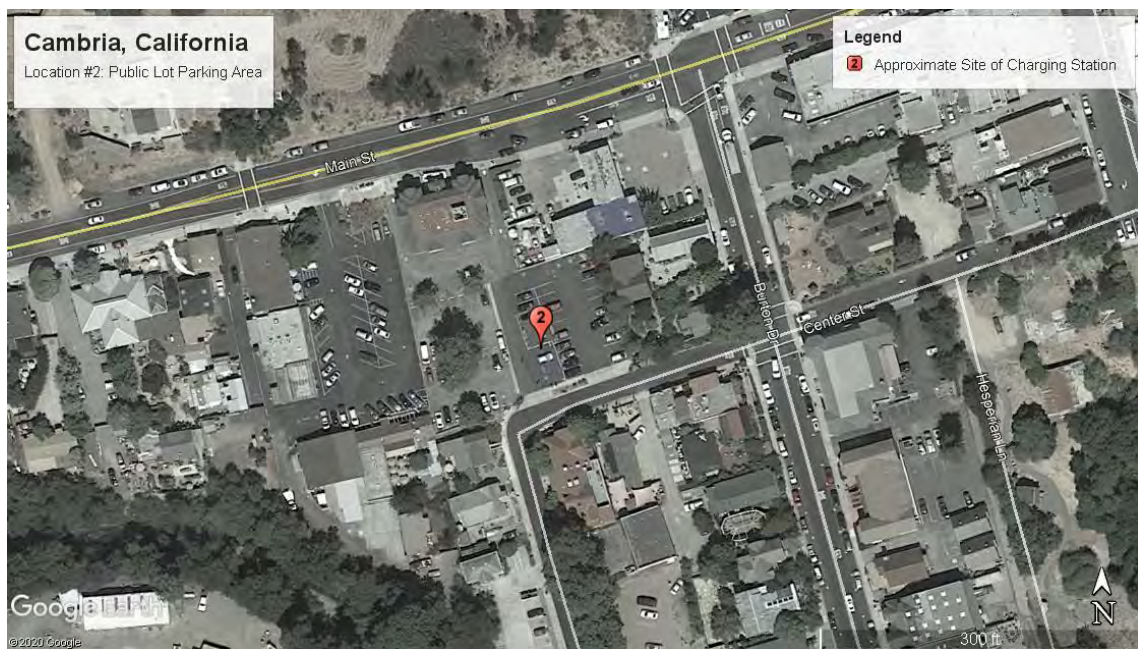


Figure 3 - Site Location 2 - Public Lot Parking Area

### Project Budget

The cost estimates from Turnkey Construction and Solar for the electric vehicle charging stations are attached.

The cost for the Veterans Memorial Building charging station is estimated at \$17,272 and the Public Lot charging station at \$15,081. The total estimated installation cost for the project is \$32,353. Other costs for permitting and facility remodels would be estimated at around \$10,000 which would be paid by the District. The District requests a grant of **\$35,000**.

### Attachments:

Cost Estimate from Chargepoint – CCSD Veteran’s Memorial Building

Cost Estimate from Chargepoint– CCSD Public Lot



CCSD - Veteran's Hall  
1000 Main St, Cambria, CA 93428  
Jim Green  
805.550.3558



7257 N. Maple Suite 108  
559.321.8130  
CSLB Lic # 991046  
DIR#100040295  
Info@turnkeyfresno.com

## Proposal for 1 Dual Port Charge Point Charging Station

Qty	Product Number	Cost Each	Sub Total	Description
1	CT4023-GW1	\$ 5,364	\$ 5,364	Dual Output, Gateway Option USA, Wall Mount Unit - 208/240V @30A with Cord Management
0	CT4001-CCM	\$ -	\$ -	Bollard Concrete Mounting Kit with template
1	CT4000-PMGMT	\$ 179	\$ 179	CT4000 Power Management Kit. Allows both ports on a dual port station to share a single 40A circuit (Power Share
1	Freight	\$ 140	\$ 140	Freight from ChargePoint to Customer Site
1	Station Installation	\$ 450	\$ 450	Install Stations including final electrical connections to make ready for service
1	Station Activation	\$ 377	\$ 377	Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.
2	1st Year Network Charge	\$ 280	\$ 560	This plan includes Secure Network Connection, On-going Station Software updates, Station Inventory, 24x7 Driver Support, Host Support, Session Data and Analytics, Fleet Vehicle Management and Integration, Fleet Access Control, Valet Dashboard, Power Management (Circuit, Panel, Site Sharing), Scheduled Charging, Driver Access Control, Pricing and Automatic Funds Collection, Waitlist, Videos (on supported hardware). The price is per port.
1	Partner-Self Valid	\$ -	\$ -	Customer works directly with a self-validating Channel Partner where the Channel Partner will be performing all construction and station installation services. These services include on-site validation of electrical capacity, transformers, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes. A site is defined as a group of stations all connected to the same gateway station. Assure sold separately.
1	CT4000-ASSURE1	\$ 740	\$ 740	Parts and On-Site Labor to repair or replace any manufacturing defect. Includes remote monitoring of station and proactive repair dispatch. 98% Guaranteed Uptime ChargePoint's "Assure Program" is sold per station versus per port
1	Admin	\$ 1,391	\$ 1,391	Comprehensive site evaluation of all items, submittal of rebate paperwork,
1	Electrical	\$ 4,759	\$ 4,759	Any required electrical work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	Asphalt & Concrete	\$ -	\$ -	Any required asphalt work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	Underground Boring	\$ -	\$ -	Any required boring work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	ADA Upgrades	\$ -	\$ -	Any required ADA work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
1	EV Signage/Striping	\$ 714	\$ 714	Any required signage/striping to meet jurisdiction requirements <b>(Estimate Only, Need Approved Plans)</b>
1	Electrical Design & Engineering Plan set	\$ 1,239	\$ 1,239	Electrical plan set and electrical engineering for load calculations
1	Estimated Permit Cost	\$ 1,359	\$ 1,359	Permit Fees for jurisdiction (Traffic AHJ, Planning AHJ, Building AHJ, Permit AHJ)
<b>Project Total</b>		<b>\$ 17,272</b>	<b>\$ 17,272</b>	<b>This represents the total amount the customer must pay per contract to Turn Key for the Project</b>

### Annual Recurring Costs

2	Annual Network costs after year 1	\$ 280	\$ 560
---	-----------------------------------	--------	--------

### Payment Schedule for Contract

Payment 1	\$ 2,598	Billed at execution of contract Drawings/Engineering/Permit
Payment 2	\$ 7,360	Billed 4 Weeks prior to install for Equipment special order
Payment 3	\$ 7,314	Billed upon completion of construction
<b>Total Payments</b>	<b>\$ 17,272</b>	

**\*Rebates must be applied for prior to issuing work order, if project does not qualify for proposed rebate client may choose to terminate agreement at no charge to client. Once rebates are approved construction contract will be issued.**

**\*\*Please sign and date below as a letter of intent to move forward assuming rebates can be applied to the project**

Signature \_\_\_\_\_

Date \_\_\_\_\_

CCSD - Public Lot  
2161 Center St, Cambria, CA 93428  
Jim Green  
805.550.3558



7257 N. Maple Suite 108  
559.321.8130  
CSLB Lic # 991046  
DIR#100040295  
Info@turnkeyfresno.com

## Proposal for 1 Dual Port Charge Point Charging Station

Qty	Product Number	Cost Each	Sub Total	Description
1	CT4023-GW1	\$ 5,364	\$ 5,364	Dual Output, Gateway Option USA, Wall Unit - 208/240V @30A with Cord Management
0	CT4001-CCM	\$ -	\$ -	Bollard Concrete Mounting Kit with template
0	CT4000-PMGMT	\$ -	\$ -	CT4000 Power Management Kit. Allows both ports on a dual port station to share a single 40A circuit (Power Share
1	Freight	\$ 140	\$ 140	Freight from ChargePoint to Customer Site
1	Station Installation	\$ 450	\$ 450	Install Stations including final electrical connections to make ready for service
1	Station Activation	\$ 349	\$ 349	Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.
2	1st Year Network Charge	\$ 280	\$ 560	This plan includes Secure Network Connection, On-going Station Software updates, Station Inventory, 24x7 Driver Support, Host Support, Session Data and Analytics, Fleet Vehicle Management and Integration, Fleet Access Control, Valet Dashboard, Power Management (Circuit, Panel, Site Sharing), Scheduled Charging, Driver Access Control, Pricing and Automatic Funds Collection, Waitlist, Videos (on supported hardware). The price is per port.
1	Partner-Self Valid	\$ -	\$ -	Customer works directly with a self-validating Channel Partner where the Channel Partner will be performing all construction and station installation services. These services include on-site validation of electrical capacity, transformers, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes. A site is defined as a group of stations all connected to the same gateway station. Assure sold separately.
1	CT4000-ASSURE1	\$ 740	\$ 740	Parts and On-Site Labor to repair or replace any manufacturing defect. Includes remote monitoring of station and proactive repair dispatch. 98% Guaranteed Uptime ChargePoint's "Assure Program" is sold per station versus per port
1	Admin	\$ 1,391	\$ 1,391	Comprehensive site evaluation of all items, submittal of rebate paperwork,
1	Electrical	\$ 2,775	\$ 2,775	Any required electrical work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	Asphalt & Concrete	\$ -	\$ -	Any required asphalt work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	Underground Boring	\$ -	\$ -	Any required boring work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	ADA Upgrades	\$ -	\$ -	Any required ADA work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
1	EV Signage/Striping	\$ 714	\$ 714	Any required signage/striping to meet jurisdiction requirements <b>(Estimate Only, Need Approved Plans)</b>
1	Electrical Design & Engineering Plan set	\$ 1,239	\$ 1,239	Electrical plan set and electrical engineering for load calculations
1	Estimated Permit Cost	\$ 1,359	\$ 1,359	Permit Fees for jurisdiction (Traffic AHJ, Planning AHJ, Building AHJ, Permit AHJ)
<b>Project Total</b>		<b>\$ 15,081</b>	<b>\$ 15,081</b>	<b>This represents the total amount the customer must pay per contract to Turn Key for the Project</b>

### Annual Reoccurring Costs

2	Annual Network costs after year 1	\$ 280	\$ 560
---	-----------------------------------	--------	--------

### Payment Schedule for Contract

Payment 1	\$ 2,598	Billed at execution of contract Drawings/Engineering/Permit
Payment 2	\$ 7,153	Billed 4 Weeks prior to install for Equipment special order
Payment 3	\$ 5,330	Billed upon completion of construction
<b>Total Payments</b>	<b>\$ 15,081</b>	

**\*Rebates must be applied for prior to issuing work order, if project does not qualify for proposed rebate client may choose to terminate agreement at no charge to client. Once rebates are approved construction contract will be issued.**

**\*\*Please sign and date below as a letter of intent to move forward assuming rebates can be applied to the project**

Signature \_\_\_\_\_

Date \_\_\_\_\_