

Amended 11/9/2020

Pursuant to Governor Newsom's Executive Order N-29-20, members of the Board of Directors and staff will participate in this meeting via a teleconference. Members of the public can submit written comments to the Board Secretary at [boardcomment@cambridcsd.org](mailto:boardcomment@cambridcsd.org)



## CAMBRIA COMMUNITY SERVICES DISTRICT

I, Harry Farmer, President of the Cambria Community Services District Board of Directors, hereby call a Special Meeting of the Board of Directors pursuant to California Government Code Section 54956. The Special Meeting will be held: **Monday, November 9, 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 BOARD OF DIRECTORS

**Monday, November 9, 2020, 10:00 AM**

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

<https://zoom.us/j/93355756268?pwd=MEs4ZmNzWWtEb1hxK1VsYnd4Yncxdz09>

**Passcode: 754831**

**Or iPhone one-tap:**

US: +16699006833, 93355756268# or +12532158782, 93355756268#

**Or Telephone:**

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

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

**Webinar ID: 933 5575 6268**

International numbers available: <https://zoom.us/j/93355756268>

#### 1. OPENING

- A. Call to Order
- B. Pledge of Allegiance
- C. Establishment of Quorum

#### 2. ACKNOWLEDGEMENTS

#### 3. PUBLIC COMMENT ON AGENDA ITEMS

#### 4. REGULAR BUSINESS

- A. Discussion and Consideration of Approval of Grant Award for an Electric Vehicle Charging Station and Adoption of Resolution 51-2020 Amending the Fiscal Year 2020/2021 Budget

Change

#### 5. ADJOURN

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **4.A.**

FROM: John F. Weigold IV, General Manager

Meeting Date: November 9, 2020

Subject: Discussion and Consideration of Approval of Grant Award for an Electric Vehicle Charging Station and Adoption of Resolution 51-2020 Amending the Fiscal Year 2020/2021 Budget

**RECOMMENDATIONS:** Staff recommends the Board of Directors approve the grant award for an electric vehicle charging station at the Veterans Memorial Building and adopt Resolution 51-2020 amending the FY 2020/2021 Budget.

**FISCAL IMPACT:**

The project costs and the funding requirements are estimated below:

| <b>Project Description</b>                                 | <b>Amount</b> |
|--|---------------|
| Veterans Memorial Building Charging Station - Installation | 17,272        |
| Permitting and Construction - Non-Participating Cost       | 5,000         |
| <b>Estimated Project Costs</b>                             | <b>22,272</b> |
| <b>Funding Sources</b>                                     | <b>Amount</b> |
| APCD Grant   | 8,977         |
| General Fund Reserves                                      | 13,295        |
| <b>Estimated Funding Sources</b>                           | <b>22,272</b> |

Board action is required, to amend the FY 2020/2021 Budget, to appropriate the revenue and associated expense for installation of an electric vehicle charging station (EV station) at the Veterans Memorial Building. It is also important to note that although the District cannot profit from the revenues generated from this EV station; the District can recoup the project costs of equipment, permitting and installation. The District can also recoup all annual operations and maintenance costs required to operate this EV station. With conservative estimates, the District could recoup the General Fund match funding amount of \$13,295 within approximately 4 years. The General Fund Reserve balance is estimated to be \$3,834,172 at June 30, 2021.

Future Board action will be required to set the user fees charged to customers, which will offset all costs to construct and maintain the EV station and establish a net zero cost to the District.

**DISCUSSION:** At the June 18, 2020 Board meeting, this item was continued to the July 16, 2020 Board meeting, with the Board approving the grant applications for two EV stations; one at the

Veterans Hall in the West Village, and the other at the CCSD-owned public parking lot in the East Village.

District staff submitted applications for grant funding to install two EV stations, as there are currently no publicly available EV charging stations between Monterey and Morro Bay. As more and more tourists are using electric vehicles, this project would provide these public EV 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. Lastly, Governor Newsome recently signed an executive order requiring that, by 2035, all new cars and passenger trucks sold in California be zero-emission vehicles.

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 was not awarded the BIG grant but was awarded the APCD Grant for an EV Station at the Veterans Hall. The APCD grant would pay for 60% of the project equipment cost, and 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. The District received the APCD grant award letter on November 2, 2020 and the District has ten days to respond to accept the grant award.

The Local Agency Formation Commission (LAFCO) enacted Transit Power authorizes the District to operate an EV station. This EV station would provide a benefit of encouraging sustainable transportation and access to environmental and cultural activities within the beautiful downtown core of Cambria. All installation, operations and future maintenance costs of the EV stations would be covered by the fees charged to customers.

Staff recommends the Board approve the grant award for an EV station at the Veterans Memorial Building and adopt Resolution 51-2020 amending the FY 2020/2021 Budget.

Attachments: APCD Grant Award Letter  
Resolution 51-2020 an Exhibit A



Air Pollution Control District  
San Luis Obispo County

**Via Email**

November 2, 2020

John F. Weigold IV  
Cambria Community Services District  
P.O. Box 65  
Cambria, CA 93428  
jweigold@cambriacsd.org

SUBJECT: Award Letter for Electric Vehicle Infrastructure Project ID# CM1920-05;  
Installation of one dual level 2 Electric Vehicle Charger at 1000 Main Street in  
Cambria, CA

Dear Mr. Weigold,

**Application Status**

Thank you for your application for the above referenced project, received under the Clean Air Incentive Program by the San Luis Obispo County Air Pollution Control District (APCD) on May 5, 2020. After receiving your additional application materials, the APCD deemed your application complete on October 20, 2020.

**Funding**

The APCD evaluated this project using Chapter 10 of the Carl Moyer Program Guidelines, the application information, and the quotation for the installation of the one dual Level 2 electric vehicle charger. The current program guidelines stipulate that public, non-solar/wind power system infrastructure projects may qualify for up to 60% of eligible costs. The quote shows a total price of \$17,272.00. The APCD's evaluation determined that the **maximum award amount would be \$8,977.00**. This amount is 60% of the eligible project costs.

**You have 10 days after receiving this letter to inform the APCD, if you wish to accept this grant offer. You may contact us by telephone, fax, mail, or email.**

**Grant Agreement**

If you accept this award offer, the APCD will send you a Grant Agreement (contract) for you to review, sign, and return to the APCD for the Air Pollution Control Officer's signature.

**Note: No work can begin (no order or deposit can be placed) on this project until the contract is signed by all parties and is effective. The APCD will notify you when the Grant Agreement is effective.**

**Additional Application Requirements (if you accept the award offer)**

1. **UCC-1 Financing Statement:** To protect its financial interest, the 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.
2. **Building Permits:** 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 the APCD before the grant project is paid.
3. **Availability of Utilities:** 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.

**Installation of Equipment & Post-Inspection (after the Grant Agreement is signed)**

After the Grant Agreement is effective, you will order or place a deposit on the installation of the equipment and make arrangements for payment or financing. Project financing, if any, must be completed through a conventional loan. You may not rent or lease the equipment from a finance company or other third party. When the new equipment is installed, the APCD will coordinate with you to do the following:

- Verify and document that the project is operational by connecting a vehicle or equipment to the charging or fueling station; and
- Take photos of the equipment, which includes equipment model and serial numbers, to keep in your project file.

*Note: To document any equipment inspections or audits for this project, APCD staff may request or take photographs/videos of your equipment. APCD staff may request that you be the subject in promotional photos/videos with your new equipment. As the subject of these photos/videos, the project grant agreement will grant the APCD or their designee(s) the right to use and publish photos/videos for editorial or advertising purposes without compensation or restrictions. Should you not wish to be the subject of the photos/videos with your new equipment, you will have the ability to "opt-out" at the post-inspection.*

**Grant Award Payment**

**Payment of the grant award will be made as a reimbursement to you after the equipment is purchased and installed, passes APCD post-inspection, and the APCD receives all the required documentation.** In order to process your grant award payment, before or after you take delivery of your equipment, please provide the following documentation:

1. A copy of the sales invoice or bill of sale from the dealer to you for the new equipment, identifying the equipment by serial number.
2. An invoice from you to the APCD requesting payment in the amount of your grant award.
3. A copy of the finalized building permit signed by the appropriate building official.

After the above grant award payment documentation is received, the **APCD will issue an award check to you within 30 days.**

**Future Requirements**

Each year, on the anniversary of the post-inspection and for the duration of the project life, you will be required to send the APCD a brief annual report to include:

1. Qualitative description of public uses.
2. Annual usage per charger (e.g. kilowatt-hour) and the number of plug-in events.
3. Any unscheduled downtime; to include duration and causes.

We appreciate your efforts to voluntarily implement emission reduction strategies that result in cleaner air for all to enjoy. Please call me at 805-781-5983 if you have any questions about your project.

Sincerely,



JACQUELINE MANSOOR  
Air Quality Specialist

JNM/jjh

RESOLUTION NO. 51-2020  
November 9, 2020

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT  
AMENDING THE FISCAL YEAR 2020/2021 BUDGET

WHEREAS, on August 20, 2020, the Board of Directors adopted Resolution 42-2020 approving the final budget for Fiscal Year 2020/2021; and

WHEREAS, Government Code Section 61111(a) authorizes the board of directors of a community services district to amend the budget by resolution; and

WHEREAS, the Board of Directors desires to amend the Fiscal Year 2020/2021 Budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cambria Community Services District that the Fiscal Year 2020/2021 Budget is hereby amended as shown on Exhibit "A," attached hereto and incorporated herein by this reference.

PASSED AND ADOPTED this 9<sup>th</sup> day of November, 2020.

\_\_\_\_\_  
Harry Farmer  
Board President

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Haley Dodson  
Deputy District Clerk

\_\_\_\_\_  
Timothy J. Carmel  
District Counsel

CAMBRIA COMMUNITY SERVICES DISTRICT  
 2020-2021 FISCAL YEAR BUDGET  
 RECOMMENDED BUDGET ADJUSTMENT

**Budget Reallocations**

| <b>Fund</b>        | <b>Date</b> | <b>Agenda Item</b> | <b>Purpose</b>   | <b>Sources</b> | <b>Uses</b> |
|--------------------|-------------|--------------------|--|----------------|-------------|
| General Fund - F&R |             |                    | APCD Grant - Add New Budget                            | \$ 8,977       | \$ -        |
| General Fund - F&R |             |                    | General Fund Reserves                                  | \$ 13,295      |             |
| General Fund - F&R |             |                    | Capital Asset EV Station Installation - Add New Budget | \$ -           | \$ 22,272   |
|                    |             |                    | Fund Sub-Total   | \$ 22,272      | \$ 22,272   |
|                    |             |                    | Difference (unidentified sources of funding)           | \$ -           |             |