



CAMBRIA COMMUNITY SERVICES DISTRICT

Wednesday, January 22, 2020 - 2:00 PM

1000 Main Street Cambria, CA 93428

AGENDA

REGULAR MEETING OF THE CAMBRIA COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

Copies of the staff reports or other documentation relating to each item of business referred to on the agenda are on file in the Office of the District Clerk, available for public inspection during District business hours. The agenda and agenda packets are also available on the CCSD website at www.cambriacsd.org. The District Office hours are Monday - Thursday, and every other Friday from 9:00 a.m. through 4:00 p.m. 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 District Clerk will answer any questions regarding the agenda.

1. OPENING

- A. Call to Order
- B. Pledge of Allegiance
- C. Establishment of Quorum
- D. Report from Closed Session
- E. Agenda Review: Additions/Deletions

2. PUBLIC SAFETY

- A. Sheriff's Department Report
- B. CCSD Fire Chief's Report

3. PUBLIC COMMENT

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

4. MANAGER'S REPORT

- A. General Management Report

B. Finance Manager's Report

C. Utilities Report

5. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

i. President's Report

ii. Finance Committee's Report

iii. Policy Committee's Report

iv. Resources & Infrastructure Committee's Report

v. Other Liaison Reports and Ad Hoc Committee Reports

6. CONSENT AGENDA

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

A. CONSIDERATION TO ADOPT THE DECEMBER 2019 EXPENDITURE REPORT

B. CONSIDERATION TO ADOPT THE DECEMBER 12, 2019 AND DECEMBER 19, 2019 REGULAR MEETING MINUTES

7. REGULAR BUSINESS

A. DISCUSSION AND CONSIDERATION TO FILL VACANT SEAT ON THE POLICY COMMITTEE

8. ADJOURN TO CLOSED SESSION

A. Public Comment

B. PUBLIC EMPLOYMENT PERFORMANCE EVALUATION, pursuant to Government Code Section 54957(b)(1)
Title: General Manager

C. CONFERENCE WITH LABOR NEGOTIATOR Pursuant to Government Code Section 54957.6 Agency Designated Representatives: General Manager, John F. Weigold, IV and Che Johnson; Employee Group: International Association of Fire Fighters (IAFF)



Cambria CSD Fire Department

January 22nd, 2020 CCSD Board Meeting

December 2019

Prevention and Education

- 1 Rough-in sprinkler inspections
- 5 Fire final inspections
- 6 Fire plan reviews
 - 7432 Exotic Garden
 - 2455 Pierce
 - 5275 Nottingham
 - 6700 Moonstone
 - 2370 Sherwood
 - 219 Castle
- 1 Engine company commercial fire and life safety inspections were conducted
- 3 Public education events
- 3 Fire Engine and Station tours

Hydrants Maintenance & Testing

Date	Water Used	Hydrants Completed	Hours
2017	5,418	98	98
2018	0	136	103
2019	0	23	21.5
	5,418	257	222.5

Meetings and Affiliations

- CCSD Managers mtg December 3rd, 0830 Cambria
- County Chiefs mtg December 6th, 0900 Pismo
- CCSD Managers mtg December 10th, 0830 Cambria
- SLOFIST mtg December 11th, 0900 Atascadero
- CCSD Board mtg December 12th, 1400 Cambria
- CCSD Managers mtg December 17th, 0830 Cambria
- Dispatch Coordinators mtg December 19th, 0900 San Luis Obispo
- MACC mtg December 19th, 1000 San Luis Obispo

Operations and News

- Training for the month of December was primarily focused on the following topics:
 - Hazmat First Responder Operational recertification
 - BLS airways
 - BLS skills
 - CPR/AED refresher

Grant Updates

- HMGP DR-4382 – Defensible space – Village Lane, received and on waiting list
- HMGP DR-4407 – HMGP handbook, received and on waiting list

Fire Statistics are attached for your review

CMB Fire Monthly Stats: Incidents

Categories	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Total
Fire	1	0	0	3	3	0	1	1	2	1	0	1	13
Hazardous Mat.	0	0	0	0	0	0	0	0	0	0	0	0	0
Medical	49	46	63	36	42	45	52	49	44	46	33	34	539
(local patients/percentage)	43 87.8%	36 78.3%	46 73%	31 86.1%	35 83.3%	35 77.8%	32 61.6%	35 71.5%	34 77.3%	31 67.4%	29 87.9%	24 73.5%	411 76.4%
(non-local patients/percentage)	6 12.2%	10 21.7%	17 27%	5 13.9%	7 16.7%	10 22.2%	20 38.4%	14 28.5%	10 22.7%	15 32.6%	4 87.9%	9 26.5%	127 23.6%
Ocean Rescue	0	0	0	0	0	0	1	1	1	1	0	0	4
Cliff Rescue	0	0	0	0	0	0	0	0	0	0	0	0	0
Vehicle TC	1	0	1	1	2	1	2	1	2	1	0	1	13
Hazardous Situations	11	24	11	4	8	2	1	4	1	5	2	3	76
Public Service Assist	15	10	17	22	9	9	24	10	15	30	25	12	198
False Alarms	24	6	15	18	21	22	15	11	26	25	30	23	236
Agency Assist	0	0	0	0	0	0	0	0	0	0	0	0	0
Mutual Aid	0	0	1	0	0	1	3	1	4	2	1	0	13
(Structure Fire)	0	0	0	0	0	0	2	0	0	0	0	0	2
(Vegetation Fire - In County)	0	0	0	0	0	0	1	1	4	1	0	0	7
(Ocean Rescue - In County)	0	0	0	0	0	0	0	0	0	0	0	0	0
(Cliff Rescue - In County)	0	0	1	0	0	1	0	0	0	0	0	0	2
(Vegetation Fire - Out of County)	0	0	0	0	0	0	0	0	0	1	1	0	2
Auto Aid	0	0	0	2	1	2	1	0	1	0	0	0	7
(Structure Fire)	0	0	0	0	0	0	0	0	0	0	0	0	0
(Vegetation Fire)	0	0	0	0	0	1	0	0	0	0	0	0	1
(Vehicle Accident)	0	0	0	2	1	1	1	0	1	0	0	0	6
Fire Investigations	1	0	0	3	0	0	1	0	0	0	0	1	6
Monthly Response Totals	101	86	107	88	84	81	98	76	93	109	91	74	1088

TO: Board of Directors

AGENDA NO. 4.A.FROM: John F. Weigold, IV, General Manager
Monique Madrid, Administrative Department Manager
Carlos Mendoza, Facilities and Resources Supervisor-----
Meeting Date: January 22, 2020 Subject: GENERAL MANAGEMENT REPORT
-----**GENERAL MANAGER:**

I attended several meetings this month, including the Resources and Infrastructure Committee meeting; the PROS Commission meeting; a combined CCSD/San Simeon CSD Infrastructure meeting; Harry Farmer's Table Talk; a combined President/General Manager meeting of the Cambria Community Services District, the Cambria Community Healthcare District and the Coast Unified School District; and the CDP Ad Hoc Committee meeting. Lastly, I also attended the Cambria Chamber of Commerce Annual Installation Dinner this past week.

At today's meeting, I would like to introduce Ray Dienzo, our new Utilities Manager and District Engineer. Ray began his new role at the CCSD on Monday, January 6, 2020.

In addition to the daily operations of the CCSD, following is my update on some of our current ongoing projects:

Disaster/Emergency Preparedness

We are reviewing all CCSD operations to enable the District to operate during emergency conditions such as power outages. Chief Hollingsworth is creating our District Emergency Operations Plan.

Contract Management

We are streamlining our processes and procedures and incorporating business process tools to increase efficiencies. Two of our staff will be attending software training in the next month, ahead of implementation of our Laserfiche software application.

Strategic Plan

We included a staff report in last week's agenda package for the Board to consider. We are working with the Board to create a consolidated CCSD plan to provide the staff and the District with guidance from which to better provide guidance for 5-10 years into the future.

Energy Efficiency Infrastructure Improvement

The Board decided to have PG&E proceed with further assessment of our infrastructure needs at a special meeting on January 9th. PG&E will commence with an investment grade audit over the next several months to develop more detailed plans and costs for the District to consider for upgrading infrastructure.

Water meter replacement

We continue to assess a variety of vendors in order to develop a way ahead plan for replacement of all District water meters. We met with an additional vendor last week.

Coastal Development Permit (CDP) for the Sustainable Water Facility (SWF)

The District team has been busy preparing the application for the CDP for the SWF. The team met this past week and is planning to meet again soon with planners from the San Luis Obispo

County Planning Department and the California Coastal Commission to understand those organization's expectations so as to direct our data-gathering efforts most efficiently.

Communication

We are contemplating efforts to resume tours of CCSD facilities and potentially expand the program to our local schools.

Revenue Innovation

We continued to explore additional ways to fund our ongoing operations. The public is invited to share ideas with the General Manager at jweigold@cambriacsd.org.

Alternative Energy

The staff is continually looking to utilize alternative energy sources in our ongoing day-to-day work, such as outfitting our streetlights with LED bulbs and providing electric vehicle charging stations on Main Street. The public is invited to share ideas with the General Manager at jweigold@cambriacsd.org.

Retrofit/Conservation Program

We are making solid progress in mapping out our District customers and associated data, as our recently-hired Administrative Technician works with our Utilities Department to update the retrofit and conservation programs.

CCSD/CCHD/CUSD

We are working closely with the Cambria Community Health District and the Coast Unified School District to identify areas where we can partner for greater operational and cost efficiencies. We met again this week to identify specific issues among us.

Veterans Hall

We are scheduling our second meeting to review plans, policies and fees for Veterans Hall operations, together with our primary not-for-profit Hall users. The PROS Commission met on January 7th and is examining a plan to establish a not-for-profit foundation to support PROS initiatives and facilities.

Van Gordon Creek House

We are investigating options per Board direction for the Van Gordon Creek property house. The house was inspected by a home inspector/appraiser on December 10, 2019. We expect a full report and assessment to be provided to the District later this month.

Regulatory Compliance

The District continues to provide all required regulatory reporting on or ahead of schedule.

ADMINISTRATION MANAGER:

Monique Madrid has attended numerous meetings this month, including agenda preparation, Board meetings, management meetings, operational reviews, labor negotiations, personnel support and review, and the Policy Committee meetings.

Labor Negotiations: We are pleased to announce we have successfully negotiated a five-year labor agreement with the SEIU Union. This item is on the Consent Agenda on the 1/16/2020 Board Meeting. We continue to meet and confer with the IAFF Union members.

Staffing, vacancies, and overall staffing levels

We continue to recruit for two open Wastewater Collection System Worker positions. We have received quite a few applications and will be scheduling interviews in the near future.

The Water Operator position has been filled and Arthur Garney is now a CCSD staff member.

We are investigating the development of an internship program to provide assistance to the Utilities Department.

Employee Training

We continue to send staff to training events to upgrade their respective skillsets.

Business Automation/Process Control

We are continuing our efforts to refine our processes and procedures, including the following:

- Utilizing DocuSign, a software program designed to automate signatures of contracts, to electronically transmit contracts.
- Working with Novus, our agenda software vendor, to develop automation of the agenda process. This will enable a more efficient and effective report writing flow.
- Working with Streamline, our web hosting vendor, to centralize all employee-related resources.

Budget

The budget policy is serving as our guide for the process to bring the mid-year budget adjustment. Staff will make budget recommendations to the Board to reallocate \$95,000 which is no longer needed to make a payment this fiscal year toward the purchase of our new Vactor truck.

FACILITIES & RESOURCES DEPARTMENT

1. Skate Park:

- a. The large wooden ramp was broken down and removed. Staff continues to work on the Skate Park.

2. Public Restrooms:

- a. Both public restrooms are serviced daily.
- b. Water Fountains were replaced on the public restrooms.
- c. Landscaping was refreshed on Sheffield St.

3. Community Park:

- a. Potholes in the parking lot next to the Dog Park and Rodeo Grounds Rd were filled in following the rain.
- b. Barbed wire fence was removed.

Old Water Fountain



New Water Fountain



New Plants at Public Restroom on Sheffield St.



Patching Roof Vet's Hall



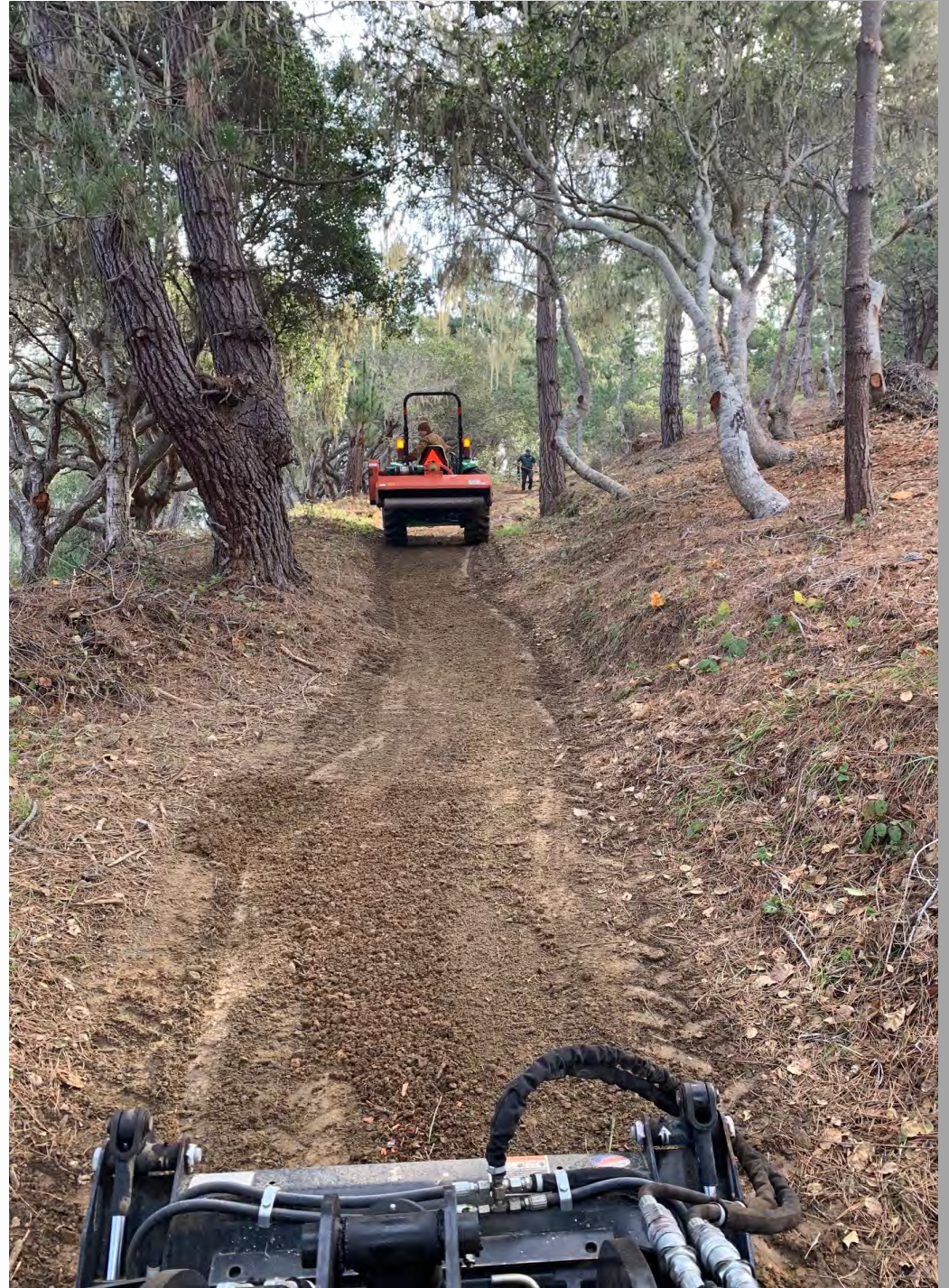
Removal Of Barbwire Fence on East Part Of Fiscalini Ranch Preserve



Clean Up Along Santa Rosa Creek Trail



Repair Work On Creek To Forest Trail



Clean Up Of Fallen Monterrey Pines



Dead Deer On Fiscalini Ranch Preserve



Wood Chips On Ridge Trail



Work On Skate Park



Public Records Requests and Responses

The District received ten (10) Public Record Requests since December 19, 2019 by the following citizens:

12/16/2019 Rick Low 1) Can you let me know the total number of EDU's currently allotted to APN 022-371-003 Wind Rush Motel 6820 Moonstone Beach Dr., Cambria? Let me know if you have questions.

On December 23, 2019, the CCSD responded to Rick Low's 12/11/2019 Public Records Request with the following:

There are 2.63 commercial EDUs currently allotted to APN 022.371.003.

12/19/2019 Gregg Berge 1) Please let this email serve as my formal request for documents pursuant to the California Public Records Act (the "CPRA"). Please provide the following documents on file with the CCSD.

1) Copies of all documents related to the ReOrganization Plan of Cambria (1976) between SLO/LAFCO, Cambria County Water District, the CCSD as organized in or prior to the establishment of the super district in 1976), resolutions by the CCSD, and certifications by the state of California.

2) Copies of all terms and conditions that the CCSD agreed to operate under as approved by resolution and issued by the SLO LAFCO. This would include any applications by the CCSD for Change of Organization, change in level of service of any portion or part of their (the CCSD) jurisdictional boundary in powers to provide water, sewer, garbage, fire, or street lighting services functions as defined under the Cortese Knoz Herzberg Act of 2000.

3) Copies of all or any application(s), resolutions, or related actions submitted to or approved by SLO/LAFCO pursuant to the Cambria Water Master Plan, Cambria Urban Water Master Plan (as amended and updated) which established a change the level of services (any approved powers authorized by SLO/LAFCO being active or latent) for water, sewer, garbage, street lighting, or fire service functions within the CCSD jurisdictional boundary (as amended) and approved by SLO LAFCO.

On January 13, 2020, the CCSD responded to Gregg Berge's 12/19/2019 Public Records Request with the following:

- 1) Enclosed is David Church's letter in response to your May 16, 2016 letter, which includes the original 1976 district formation documents submitted to the California Secretary of State, along with a map of the current service area of the district and list of active powers for the district.
- 2) Enclosed are the following documents which are responsive to your request:
 - a. Resolution No. 2006-03 recognizing active powers for the County's Community Services Districts.
 - b. 2019 Annual Report and Work Plan for 2020
 - c. Sphere of Influence Update & Municipal Service Review
 - d. San Luis Obispo Special District Status Quo Sphere of Influence Update
- 3) We recognize that we have a duty under the Public Records Act to make a good faith effort to search for documents that are responsive to your request. Please narrow your request to

specific identifiable documents or records. We are happy to assist you in your efforts to identify specific documents.

12/20/2019 Michael Calderwood 1) AGP statistics for viewership of CSD board meetings. Web and public access, too. As much detail as available - # of views- live. If views- archived views by month/week. Meeting time of day, viewer locations, devices comparable to similar districts.

On December 26, 2019, the CCSD responded to Michael Calderwood's 12/20/2019 Public Records Request with the following:

There are no documents responsive to your request.

12/26/2019 Julie Tacker 1) Please provide electronic copies of all Director Compensation requests for calendar years 2018 & 2019. Please provide electronic copies of all reimbursable requests from board members and staff during the same time period.

On January 3, 2020, the CCSD responded to Julie Tacker's 12/26/2019 Public Records Request with the following:

Staff has located over 300 documents which are responsive to your request. However, the documents are not available electronically. Please let me know if you'd like staff to photocopy every responsive document or if you prefer reviewing and identifying the documents you'd like photocopied. If you'd like staff to photocopy the documents it would cost .20 per page for black & white copies, as outlined in the Cambria Community Services District Fee Schedule.

Please call me at (805) 927-6240, option 1 and let me know your preference. Once you advise me of your choice, I will contact the Finance department so they can continue to prepare the responsive documents.

On January 6, 2020, the CCSD responded to Julie Tacker's 12/26/2019 Public Records Request with the following:

- 1) We recognize that we have a duty under the Public Records Act to make a good faith effort to search for documents that are responsive to your request. We have concluded that the District possesses certain identifiable records that fall within the scope of your request. However, the documents are not available electronically. Government Code Section 6253.9 states the requester shall bear the cost of producing a copy of the record, including the cost to construct a record, and the cost of programming and computer services necessary to produce a copy of the record. Nothing in this section shall be construed to permit an agency to make information available only in an electronic format.

The responsive documents will be available for review, which would allow you to identify the pages you would like photocopied. If you'd like to schedule an appointment to review the responsive documents, please call Haley Dodson at (805) 927-6240, option 1. However, if you'd like staff to photocopy each responsive document, the cost is .20 per page for black & white copies, as outlined in the Cambria Community Services District fee schedule, which is available upon request. We can provide you with an estimate for a deposit in order to pay for the photocopies requested. Please advise me of your preference and I will schedule an appointment with you at the time all of the responsive documents are available.

12/30/2019 Mahala Burton 1) Cambria Community Services District (CCSD) provides potable water to San Luis Obispo County owned Shamel Park for the swimming pool, showers, drinking fountains, bathrooms. Landscaping is provided by the County's own well, not CCSD potable water. Please provide all contracts between the CCSD and San Luis Obispo County in regard to the potable water provided to the park. 2) How many EDU's of CCSD potable water is allocated to the County for Shamel Park? 3) Please provide all communication of any kind between Cambria Aquatics, its board of directors and Tom and Barbara Gray in regard to the CCSD providing potable water to a new proposed swimming pool at Shamel Park in 2019.

On January 9, 2020, the CCSD responded to Mahala Burton's 12/30/2019 Public Records Request with the following:

- 1) There are no documents responsive to your request. However, the district is providing the water service application for APN 022.101.001.
- 2) Shamel Park has 6.42 commercial EDUs.



Modules	Status	Location	Owner	Assessment
022.101.001	COM: Government	PARK WINDSOR BLVD	SHAMEL PARK - COUNTY OF SLO, GENERAL SERVICES	45.00

Parcel	022.101.001
Status	Active Parcel
Allocation Types	Commercial
Allocation Usage	Government
Partially Retired	No
Vacation Rental	No
Com'l EDUs	6.42
Status Notes	

- 3) There are no documents responsive to your request. However, the district is providing documentation from the PROS meetings. Enclosed are the following documents:
 - a. February 5, 2019 PROS regular meeting agenda packet
 - b. March 5, 2019 PROS regular meeting agenda packet
 - c. April 2, 2019 PROS regular meeting agenda packet
 - d. Cambrians for Aquatics Questionnaire

1/5/2020 Paul Nugent 1) I am making a public information request for all documents pertaining to the districts handing of communications. To specify this is not limited to email. I would like to have ALL communication policies. Thank you for your time and assistance.

On January 6, 2020, the CCSD responded to Paul Nugent's 1/5/2020 Public Records Request with the following:

- 1) Enclosed are the following documents which are responsive to your request:
 - a. Board Bylaws – Revised per Resolution 10-2019
 - b. Board-Staff Communication Policy # 1020
 - c. Internet & E-Mail Policy
 - d. 1/6/20 M, Madrid's email regarding Retention Policy

1/6/2020 Gregg Berge 1) Please let this email serve as my formal request for documents under the California Public Records Act (the "CPRA"). This request involves the enforcement and formal agreements or implementing actions in the due process of obtaining Planning Area Standard CW-8 to comply with the exhibit list requirements of the County of San Luis Obispo (G,C, 65940) to file a CDP/MUP application prior to submittal and acceptance of such application by the County Planning Department. Please provide the following:

Copies of adopted procedures, implementing actions, ordinances, policies, guidelines, resolutions, that implement or enforce Planning Area Standard CW-8 (Cambria Community Services District Review) as adopted in the updated LCP of the County of San Luis Obispo in 2007.

Note: This request is to the implementing actions, procedures, applications, MOU's or related agreements between the Coastal Commission, County of San Luis Obispo, and the CCSD in the disposition of obtaining the CW-8 Planning Area Standard Review by the authorized agencies for review and the approval of the necessary exhibits needed to comply with GC. 65940 for a application to file a CDP/MUP with the County.

This request is related to the implementation actions and enforcement procedures of Planning Area Standard CW-8 pursuant to the local certified LCP in force and effect in compliance with Sections 30105.5, 30108.4, 30108.5, 30108.55, 30108.6, 30110, 30118, 30504, 30513, 30514, 30517, and 30517.5 of the Coastal Act of 1976.

On January 16, 2020, the CCSD responded to Gregg Berge's 1/6/2020 Public Records Request with the following:

Enclosed is Chapter 8 of the Cambria Community Services District's Municipal Code. We recognize that we have a duty under the Public Records Act to make a good faith effort to search for documents that are responsive to your request. Please narrow your request to specific identifiable documents or records. We are happy to assist you in your efforts to identify specific documents.

1/6/2020 Gregg Berge 1) Please let this email serve as my formal public records request pursuant to the California Public Records Act (the "CPRA").

Please provide all public documents, correspondence, exhibits, staff reports, emails, written communications between the County of San Luis Obispo, Cambria Community Services District, California Coastal Commission, and SLO/LAFCO related to the application or resolution(s) and approvals under a Change of Organization pursuant to Government Code sections 56021 and 56824.14 of the Cortese Knox Herzberg Act for:

1) The Change of Level of Service within all or part of the jurisdictional boundary of the Cambria Community Services District for those non-service islands that will not be provided water or sewer service functions by the CCSD.

Note: This applies to those specific properties identified within the Assessment District's 1 and 2 as funded for water and sewer infrastructure improvements under those improvement districts under the EPA and HUD grants in 1971 and 1976 that exceed the 4650 connection cap as a tool to mitigate the growth inducing impacts of the Cambria Water Master Plan/ Urban Water Master Plan Buildout Reduction Program (the "BRP"). To be specific as I can. The application and/or resolution submitted to SLO/LAFCO for approval of for a formal change in level of service in the denial of water and sewer service function to non-waitlist holder within the jurisdictional boundary or the

improvement districts 1 and 2, and the organizational boundary of the district not including the CCSD Sphere of Influence or possible annexations.

This would include all actions submitted to the SLO/LAFCO pursuant to all actions and mitigation measures of the CWMP, UWMP, and MMRP's submitted to County and state of California review agencies for filing.

On January 16, 2020, the CCSD responded to Gregg Berge's 1/6/2020 Public Records Request with the following:

There are no documents responsive to your request. However, please note that Districts are not required to submit those plans to LAFCO for approval or review. They do use those plans for preparing a Municipal Service Review and Sphere of Influence update.

1/9/2020 Mahala Burton 1) I request the billing records for 2019 for the Shamel park CCSD potable water supply.

On January 16, 2020, the CCSD responded to Mahala Burton's 1/9/2020 Public Records Request with the following:

Enclosed is the following document which is responsive to your request:

- a. Shamel Park's Utility Service Bill

1/13/2020 Anthony Morelli 1) The Construction Industry Force Account Council (CIFAC) is a construction industry supported organization dedicated to public contract code compliance, education and transparency. After reviewing documents filed with the State of California, it has come to my attention that the Cambria Community Services District (CCSD) may be out of compliance with the Public Contract Code. This letter is to obtain clarification from you regarding our concerns on the three specific projects listed below:

- Project# 2020 Garcia-01, WW Manhole Repair & General Services
- Project# 2019-Tough-01-Extend, District-wide Instrumentation Control & Electrical Services
- Project# 2020-West-01, District Routine Maintenance & Tree Services

Please provide copies of the following documents for each of the above referenced projects, or the legal authority under which you claim exemption:

1. Agency bid solicitations, (Formal/informal) RFPs, RFQs
2. Bid results (Bidders summary)
3. Contracts and/or Purchase Orders for each contractor to whom the project was awarded to
4. Copies of ALL change orders on each of the projects.
5. Copies of All billing invoice(s) from each contractor (For all three projects)
6. Copies of CCSD check payments to contractors (For all three projects)

We are requesting these documents per the California Public Records Act; Government Code 6250 et seq. and therefore, will expect a reply by January 17, 2020. Please contact me should you have any questions. Thank you for your cooperation and prompt reply to this letter.

BOARD OF DIRECTORS' MEETING – JANUARY 22, 2020**FINANCE MANAGER'S REPORT****EXPENDITURE REPORT FOR THE MONTH OF DECEMBER 2019**

The Expenditure Report for the month of December 2019 is being submitted to the CCSD Board of Directors in today's meeting (see Agenda Item 6.A.). The report includes a detailed listing and monthly sub-total for each Accounts Payable Vendor, and a summary of each department's monthly expenditures.

CCSD DIRECTOR MEETINGS & COMPENSATION FOR THE MONTH OF DECEMBER 2019

CCSD Directors may receive compensation of \$100 for each meeting attended, up to a maximum compensation of \$600 in each month, per the CCSD Board Bylaws. The table below shows the number of meetings attended and the total compensation for each CCSD Director.

Director Name	# Meetings	Amt Per Meeting	Total
Farmer, Harry	6	\$ 100.00	\$ 600.00
Howell, Donn	0	\$ 100.00	\$ -
Pierson, David	6	\$ 100.00	\$ 600.00
Rice, Amanda	6	\$ 100.00	\$ 600.00
Steidel, Cynthia	6	\$ 100.00	\$ 600.00
Total	24		\$ 2,400.00

AVAILABLE CASH BALANCES AS OF DECEMBER 2019

The total available cash is listed as follows:

Account Type	Balance
Main Checking	\$ 2,078,389.07
Money Market	\$ 434,545.15
Local Agency Investment Fund (LAIF)	\$ 1,336,120.94
Total	\$ 3,849,055.16

Available cash is defined as the balance in the Main Checking Account, less outstanding checks, plus Money Market Account, plus Local Agency Investment Fund (LAIF). The total available cash as of December 31, 2019 was \$3,849,055.16.

The total available cash in all restricted accounts are listed as follows:

Account Type (Restricted)	Balance
Payroll	\$ 172,878.55
Veterans Hall	\$ 11,813.20
Health Reimbursement Account (HRA)	\$ 59,076.83
Total	\$ 243,768.58

Even though there is no expectation for the CCSD to have any difficulty meeting its cash commitments, staff continues to be frugal in purchases and carefully monitor their respective budget(s).

NEW FINANCIAL SYSTEM UPGRADE - STATUS

Staff and the Tyler Ad-hoc Committee will continue working with Tyler Technologies and have started routine conference calls, in developing the next steps required for implementation. Staff is also working with Tyler Technologies and CIO Solutions to audit each workstation's computer software & hardware compatibility for installing Encode 10.

ANNUAL AUDIT – STATUS

Staff will continue to work with the contracted Auditor – Mr. David Bruner to finalize the FY 2017/18 audit and begin the FY 2018/19 audit.

Utilities Report for January 2020

Activities During December 2019

Wastewater Treatment Plant (WWTP)



Figure 1 New vacor truck

In December we received a new vacor truck. It was delivered on Monday, December 23rd, and our staff was given 8 hours of training on the truck. The very next day we used the truck to excavate a broken valve here at the plant. A similar job cost the District several thousand dollars the last time it was necessary, so the new truck has almost paid its own first month's payment in less than 48 hours.

We had to have the #2 effluent pump replaced as it would only put out 600 gallons per minute, which is not enough flow to keep up

with our rainy season influent.

A valve pin sheared off on the grit chamber bypass. The team set up a temporary bypass through the plant by connecting a 6-inch hose to the discharge of influent pump #1 and running lay-flat all the way to the front of the aeration basin. This is the valve we excavated with the vacuum truck on Dec 24.



Figure 2 (Left) Influent Pump #1 (Right) Lay-flat hose running to the aeration basin

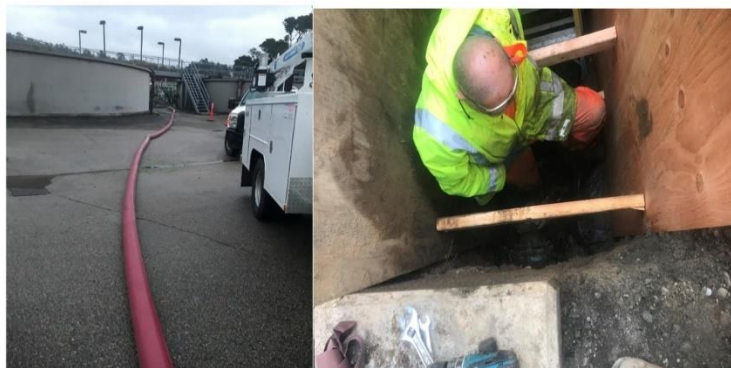


Figure 3 (Left) Lay flat hose crossing the plant (Right) Operator Artho repairing a broken influent valve at the grit chamber

We had a flight guide come off on the bottom of clarifier #1 and this caused the chain to jump the sprockets. The Team all gathered on overtime to fix this before the rains hit. We were able to repair not only the missing guide but also make repairs on some of the guides that had missing studs. This also gave us an opportunity to remove all the rags that had accumulated in the clarifier.



Figure 4 (Left) Chain jumped off the sprocket (Right) Sprocket covered with rags

We have received a 2011 replacement generator for Lift Station B-2. This is a used portable tier 4 generator and is replacing an older portable tier 0 generator.



Figure 5 Generator replacement

Collection System

We received a few more risers for the manhole replacements needed and have had them installed. Our focus lately has been on manholes that have been covered up. As we locate them, we are having them brought up to grade. All this information then is entered into Fulcrum and saved on a cloud-based server. We keep track of this information and can retrieve it for reports. This is all a part of our Sanitary Sewer Management Program (SSMP).

Water Department

The CCSD and Water Department would like to welcome new hire Arthur Gurney. He was born and raised here in Cambria and is a Cal Poly grad. Welcome Arthur!

The month of December began by putting the finishing touches on the new back-up power generator at San Simeon Well field. The SLO County Air Pollution Control District (APCD) had required an updated specification to the exhaust ducting, which was installed. The CCSD has received the official APCD Permit to operate. As a side note, the Water Staff performs monthly maintenance checks and operates each of the generators under load conditions to verify their working capability.

Also, during the month, a service technician from Hach, manufacturer of analytic equipment, performed field calibration to all of the Water Department analytical equipment. This is done to ensure analytical compliance for State reporting.

A representative from Superior Tank Solutions performed a field inspection of all potable storage tanks in the distribution system. The visit brought to light necessary exterior tank coating updates and interior maintenance.

Finally, the year culminated with meter reads. All Water staff performed manual reads for hundreds of meters that are no longer transmitting. One more vendor is scheduled to give a presentation for battery and register replacement which would not require removing the entire brass body of the installed meter. This would be a significant cost saving to the District. Selection of a meter vendor will occur within the coming months after a thorough cost-benefit analysis.



Figure 6 (Left) Ditchwitch at leak repair (Right) Excavated leak

It wouldn't be a holiday in the distribution system without a leak. On Christmas Eve, Water staff repaired a leak on Burton. With a short interruption in service to two homes, Water staff installed a new line to adjacent properties and had the repair completed by noon.

Well levels and charts are included as an attachment to this report. For calendar year 2019, the District produced a combined 530.38-acre feet from the San Simeon and Santa Rosa Creek aquifers. This amounted to 51% of our licensed San Simeon diversion and 55% of

our licensed Santa Rosa diversion. The San Simeon Creek aquifer provided 77% of Cambria's potable water for the year. Annual production totals have continued their declining trend, down 5.53-acre feet from 2018 and 45.34-acre feet from 2017.

Other Water Department Activities and Tasks for December 2019 are summarized in the following table:

Activity	# Completed
Manual Meter Reads/Locates for Billing Purposes	367
Customer assists for high water usage on customer side of meter	9
Locking/Unlocking Water Meters	2
Meter Shut-Off/Turn-On at Owner's Request	8
Repairs of distribution system leaks	2
After-Hours System Alarm Responses	2
USA Locations	17
Water Service Line Information Requests	1
Service angle stop/ Valves Replaced	1

Sustainable Water Facility

On December 13th CCSD General Manager John Weigold, Management Analyst Melissa Bland, WW Supervisor John Allchin, and CPO Jim Green attended the Regional Water Quality Control Board's hearing for the formal closing of the Title 27 Permit for the Impoundment Basin. The Basin has been cleaned and de-commissioned since July of 2019, resulting in no further permitting fees or monitoring.

Conservation & Permits

In December, the Permit Counter processed applications for the following transactions:

"Will Serves" to permit remodels or additions

1. 7432 Exotic Garden Dr (Commercial renovation)
2. 6700 Moonstone Beach Dr (Commercial renovation)
3. 6454 Moonstone Beach Dr (Solar Panel Installation)
4. 2370 Sherwood (Residential renovation)
5. 2680 Main (Interior remodel)
6. 352 Hastings (Deck repair)

Application for Assignment of Position

1. Waitlist position no. 334
2. Waitlist position no. 401

Application for Voluntary Lot Merger

1. APNs 023-116-016 and 023-116-026 (3 to 1)

Staff continues to assist the Affordable Housing Ad-Hoc Committee to refine the administrative procedures for application and allocation.

On December 30, staff released a Request for Qualifications and Proposals for the 2020 Water Resources Team. This solicitation will assist staff and the members of the CDP and Urban Water Management Plan (UWMP) ad hoc committees in selecting a consultant team to prepare the 2020 UWMP and provide technical assistance for the regular Coastal Development Permit application for the Sustainable Water Facility.

In December, the following regulatory reports were submitted:

1. Title 22 November 2019 Self-Monitoring Report Order No. R3-2019-0051

2. Division of Drinking Water Monthly Reports for November 2019
 - a. Surface Water Treatment Regulations (SR4)
 - b. Surface Water Treatment Regulations (SR3)
 - c. Groundwater Rule (San Simeon Well Field)
 - d. Total Coliform Rule
3. Division of Drinking Water Fourth Quarterly Summary Report for TTHM and HAA5
4. Discharger November 2019 Self-Monitoring Report Order No. 01-100
5. Bureau of Automotive Repair Annual Government Fleet Smog Check Program Report

Conservation staff are in the preliminary phase of designing and building a new database to track and analyze retrofit and conservation data. The retrofit inspection process and form are also undergoing improvements to ensure accurate and transparent data collection and transfer to the new database.

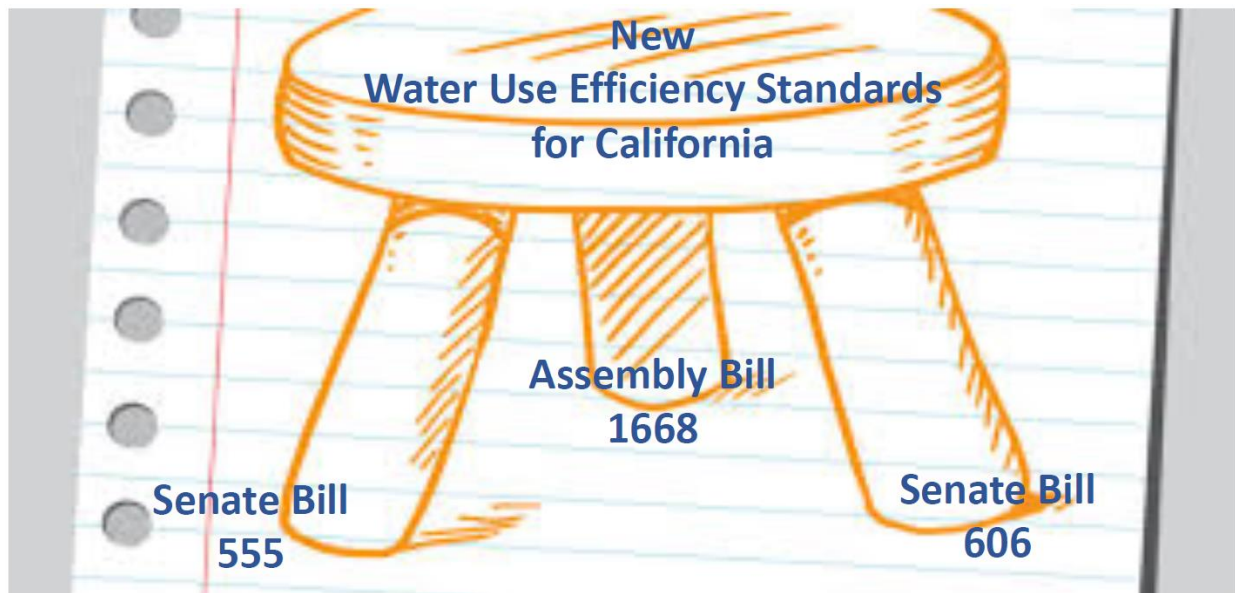
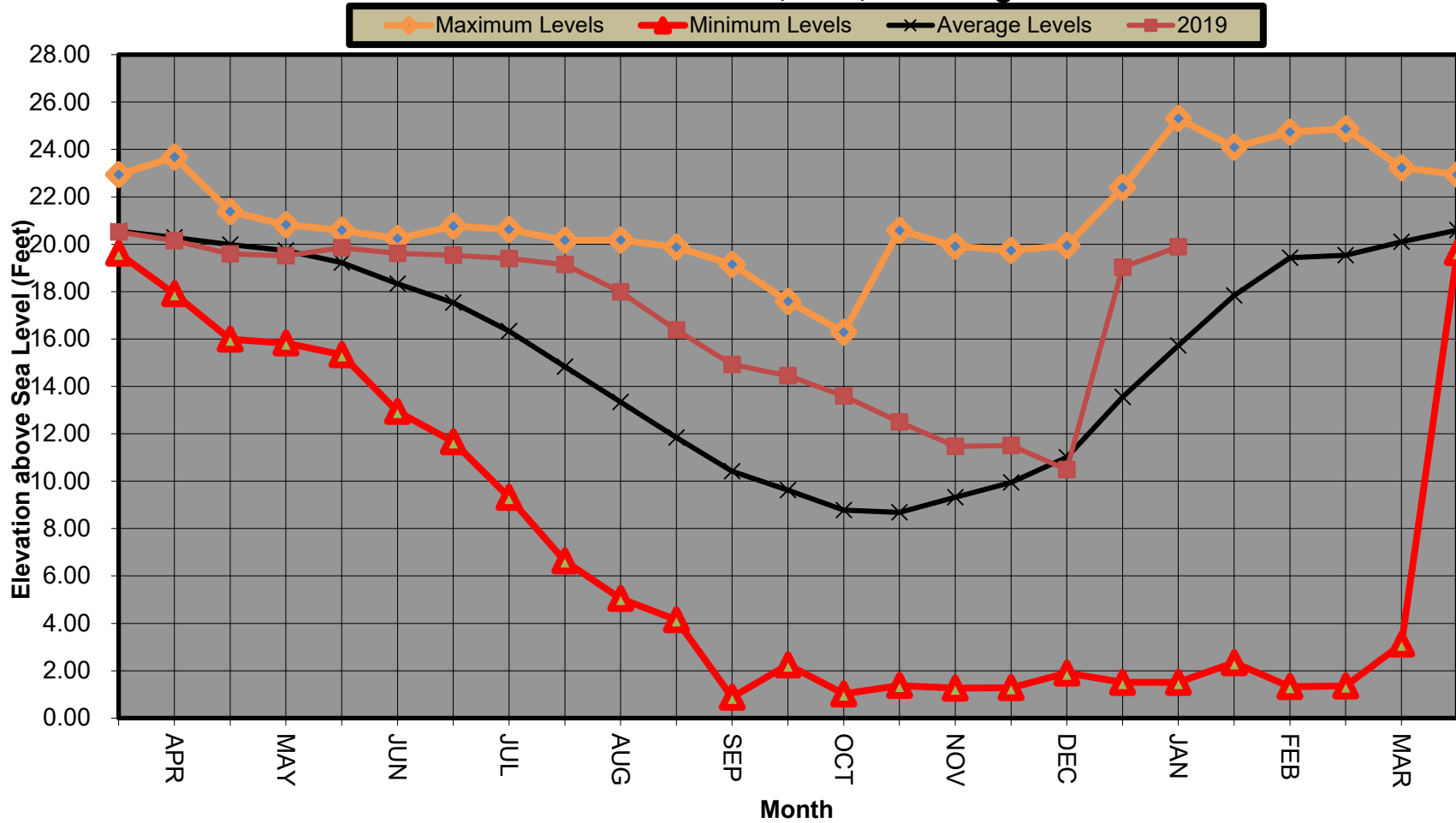


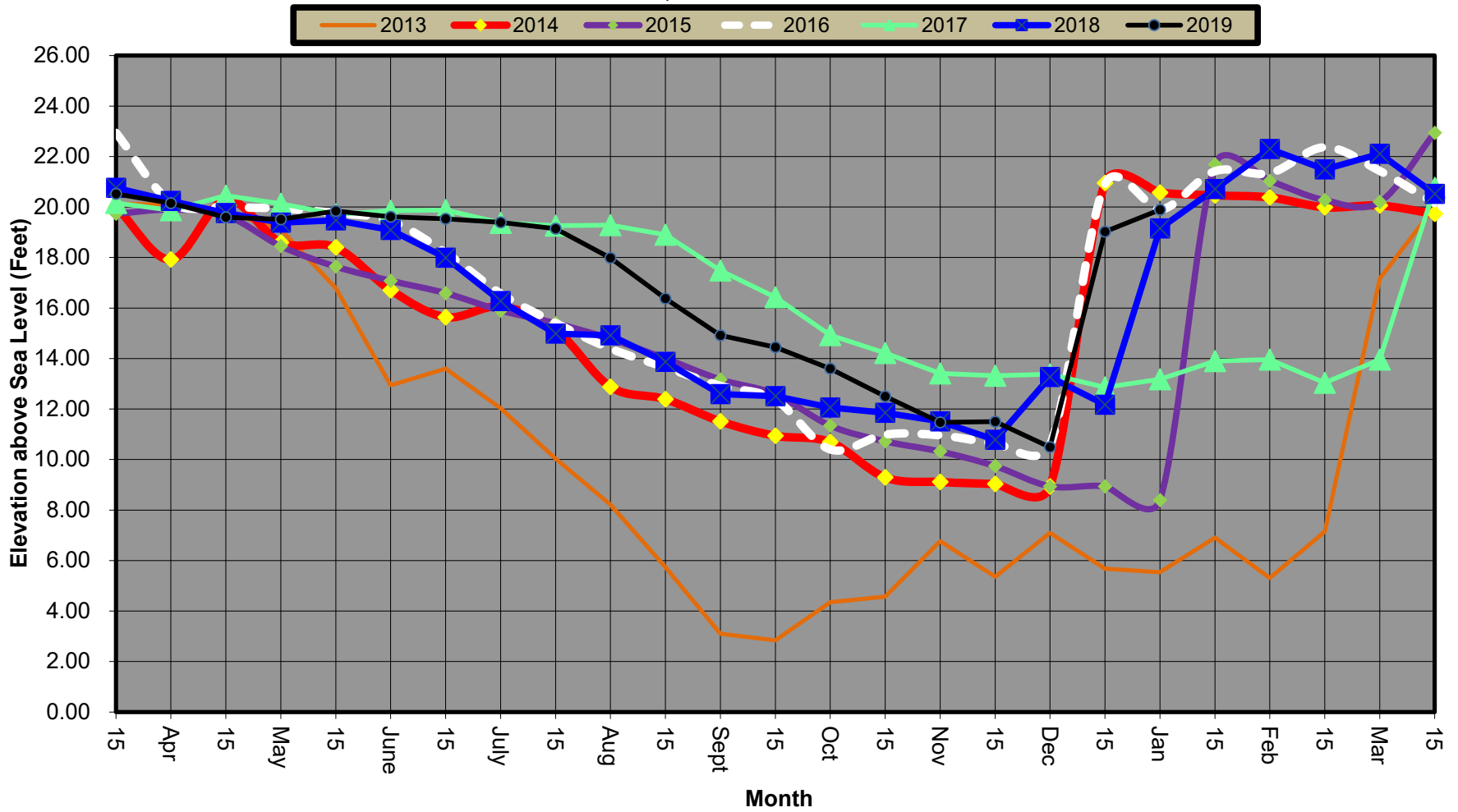
Figure 7 Water Use Efficiency Legislation

With the start of the new year, it's a good time to refresh ourselves on recent and ongoing conservation regulations coming down the pipeline. Senate Bill 555, Assembly Bill 1668, and Senate Bill 606 all work together to create a new framework for Water Use Efficiency in California. SB 555, passed in 2015, paved the way for water loss control standards. AB 1668 and SB 606, both passed in 2018, will establish new indoor and outdoor water use standards for residential and commercial, industrial, and institutional consumers. Implementation of these bills is being phased while the State conducts stakeholder meetings and collects and analyzes relevant data. One of the most newsworthy impacts of these regulations is the residential indoor water use standard. Until January 2025, this standard is set at 55 gallons per capita per day. The standard will become more stringent over time, eventually decreasing to 50 gpcd. This standard is an aggregate and will not impose fines or penalties on individual water customers. It will be the responsibility of the District as the water purveyor to ensure water use efficiency standards are met. Cambrians have already made water conservation a way of life, so adapting to these new standards should come easily for the community.

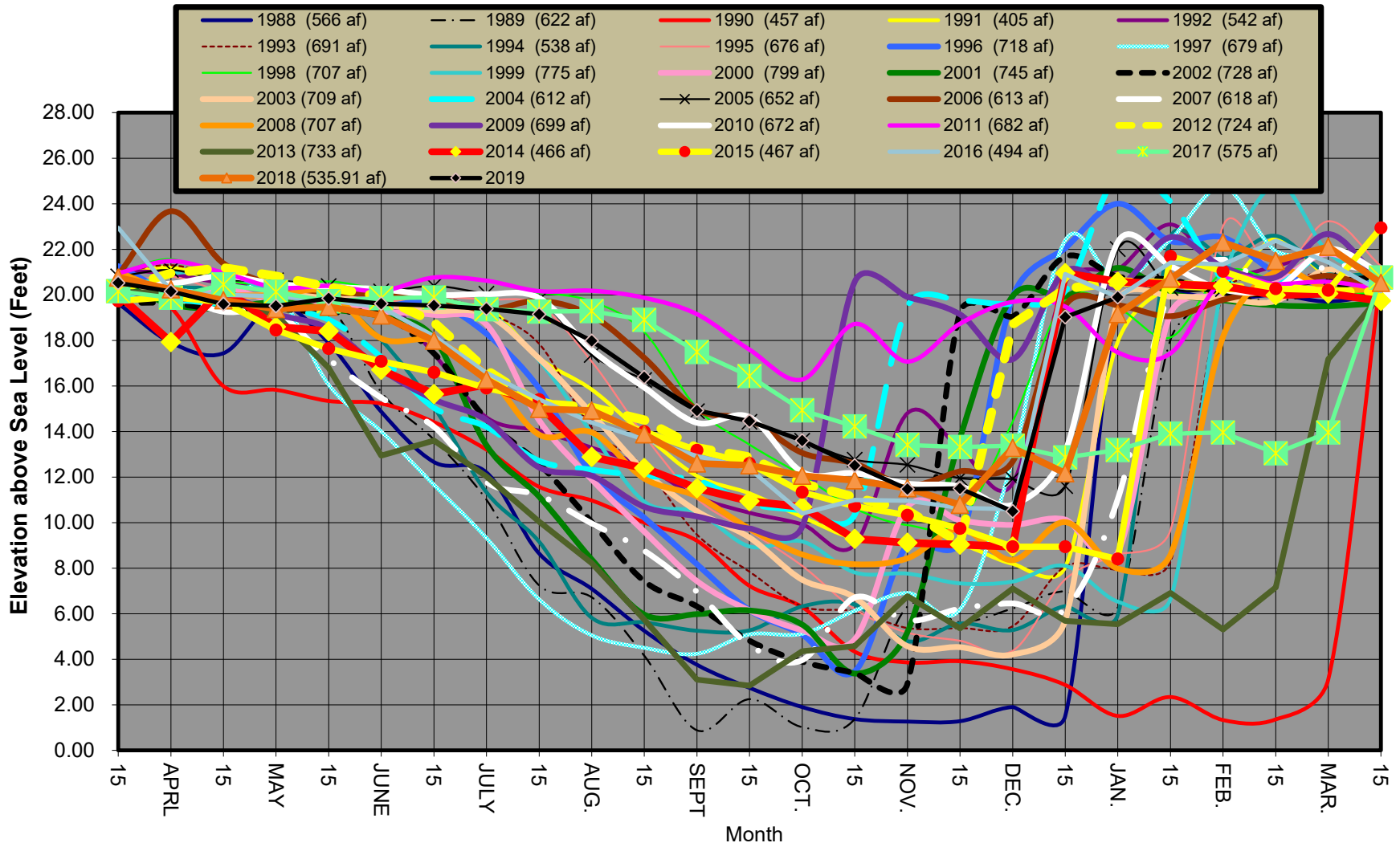
San Simeon Creek Well Levels Mid-March 2019/2020 levels to date and 1988 to Current Min, Max, & Average



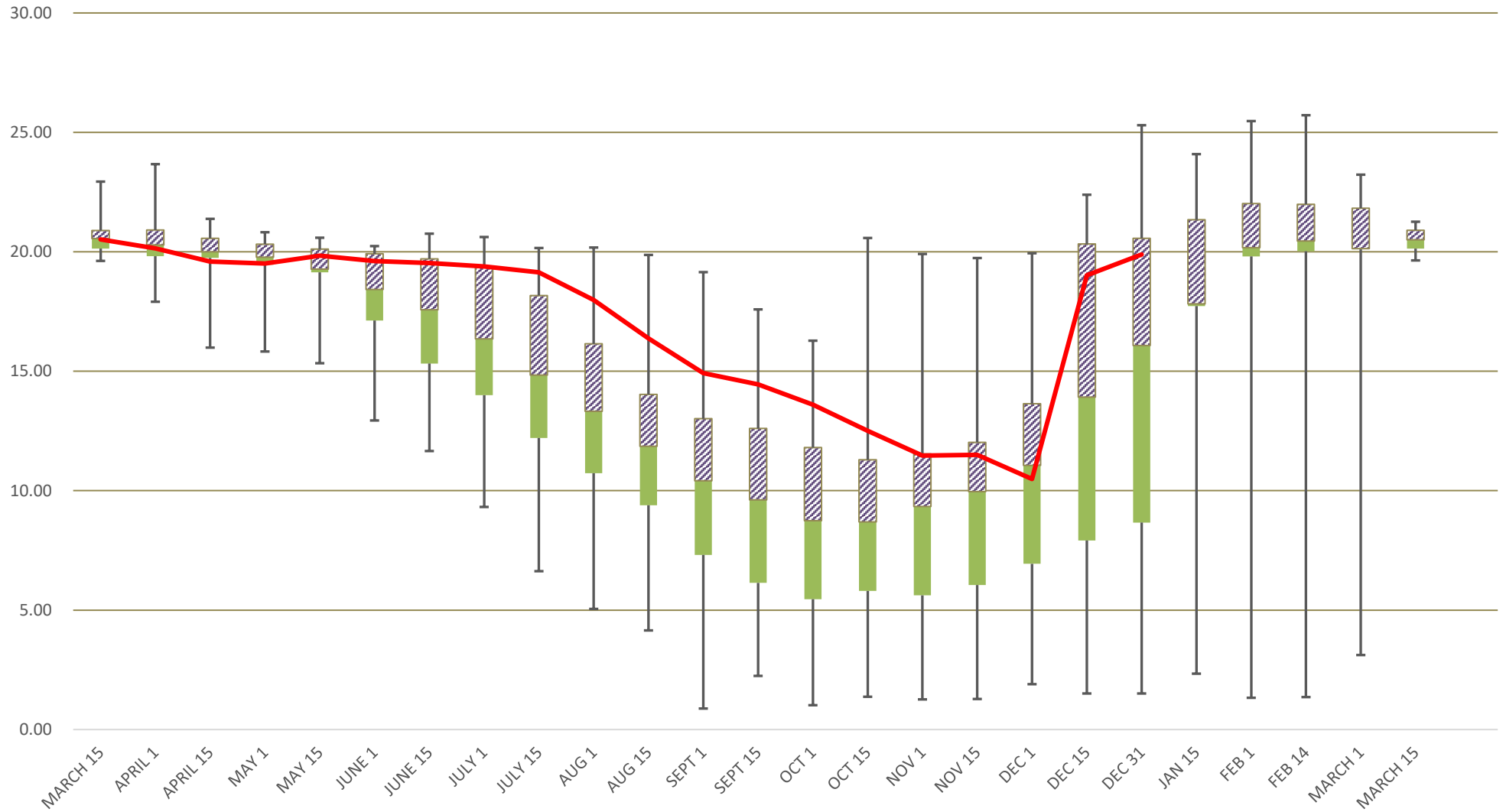
San Simeon Creek Well Levels Last 7 years March, 2013 - Current



San Simeon Creek Well Levels 1988 - Current

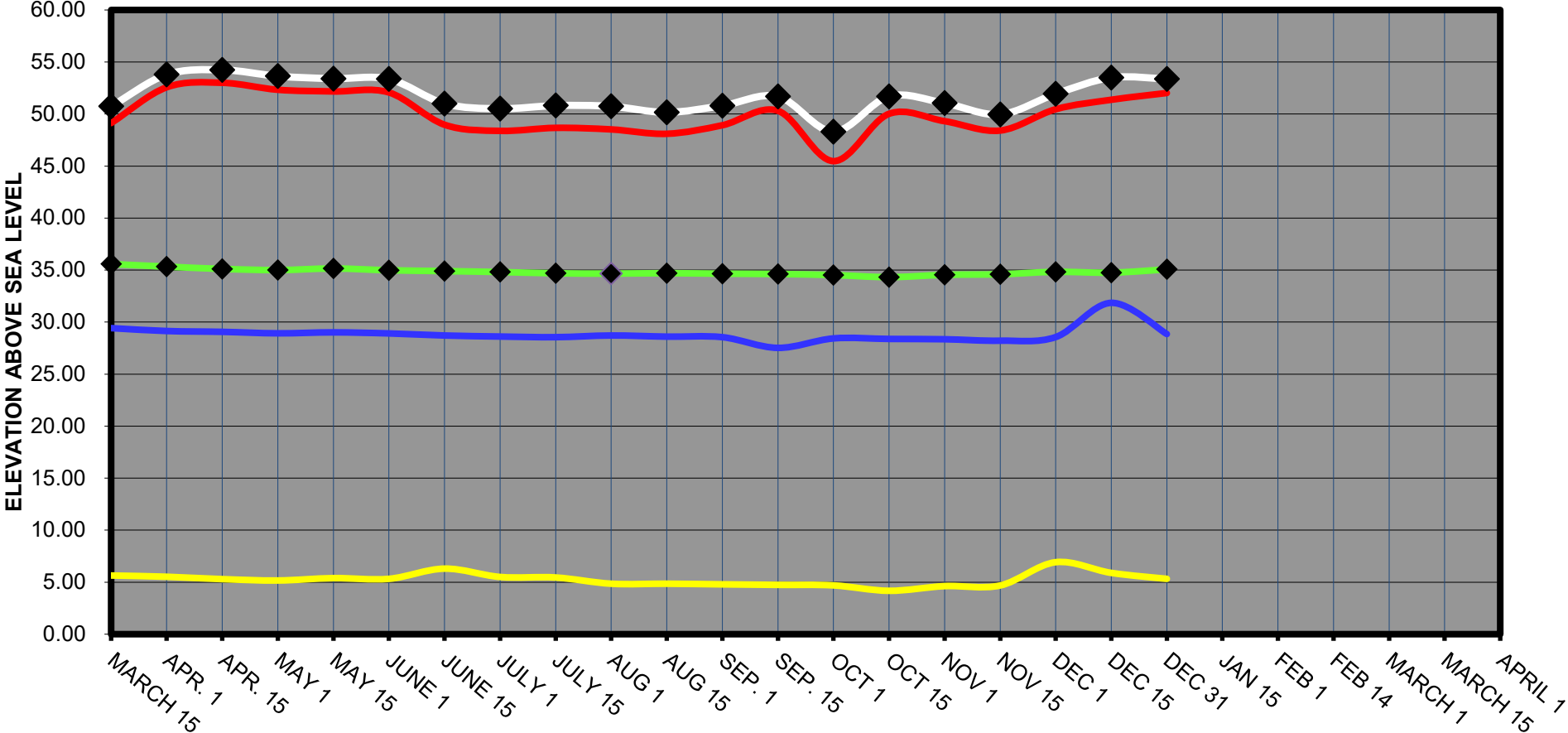
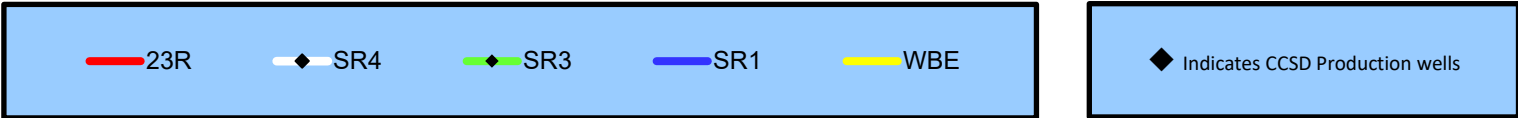


1988 to Current Statistical San Simeon Well Level Summary by Month
showing Minimums, Maximums, 25 % Percentile, 75% Percentile
Average Level is the line between the Purple (hatched) and Green (solid) bars



25th Percentile 75th Percentile 2019 reads

SANTA ROSA CREEK WELL LEVELS March 15th, 2019 - Current



2019
CAMBRIA COMMUNITY SERVICES DISTRICT
GROSS WATER PRODUCTION, BY SOURCE
REPORTED IN ACRE-FEET

YEAR	SOURCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL TOTAL	YEAR
2007	S.S.	57.70	47.45	56.47	60.50	56.11	51.21	55.95	63.48	58.72	37.58	34.83	38.61	618.61	2007
	S.R.	0.00	0.00	0.60	1.81	14.47	22.24	23.47	12.37	5.29	18.70	21.20	9.42	129.57	
	SS & SR TOTAL	57.70	47.45	57.07	62.31	70.58	73.45	79.42	75.85	64.01	56.28	56.03	48.03	748.18	
2006	S.S.	50.81	49.10	48.82	49.65	60.58	65.65	56.12	59.67	52.49	42.86	34.46	42.75	612.96	2006
	S.R.	0.00	0.78	0.00	0.62	0.74	2.56	23.58	20.72	20.17	23.88	26.46	13.63	133.14	
	SS & SR TOTAL	50.81	49.88	48.82	50.27	61.32	68.21	79.70	80.39	72.66	66.74	60.92	56.38	746.10	
2005	S.S.	50.05	46.16	51.09	55.01	65.70	68.81	80.52	61.60	48.71	47.08	40.83	36.70	652.26	2005
	S.R.	0.00	0.62	0.93	0.76	0.76	0.73	1.64	17.32	20.25	21.69	16.92	7.36	88.98	
	SS & SR TOTAL	50.05	46.78	52.02	55.77	66.46	69.54	82.16	78.92	68.96	68.77	57.75	44.06	741.24	
2004	S.S.	55.83	51.40	58.56	64.33	67.98	52.62	47.04	39.68	41.06	34.80	49.30	49.92	612.52	2004
	S.R.	0.00	0.61	1.17	4.84	8.68	22.08	30.80	36.30	27.32	24.95	1.73	1.63	160.11	
	SS & SR TOTAL	55.83	52.01	59.73	69.17	76.66	74.70	77.84	75.98	68.38	59.75	51.03	51.55	772.63	
2003	S.S.	52.73	49.97	57.35	58.32	62.82	68.22	65.05	63.34	58.91	67.08	56.20	48.84	708.83	2003
	S.R.	0.70	1.11	0.48	0.94	1.84	5.63	19.77	22.04	16.00	6.58	3.12	5.84	84.05	
	SS & SR TOTAL	53.43	51.08	57.83	59.26	64.66	73.85	84.82	85.38	74.91	73.66	59.32	54.68	792.88	
2002	S.S.	54.43	52.23	60.70	65.43	60.75	55.13	66.79	73.35	66.59	62.03	56.36	53.98	727.77	2002
	S.R.	1.28	1.27	1.10	1.11	14.82	22.79	19.54	9.67	3.52	4.02	2.04	0.55	81.71	
	SS & SR TOTAL	55.71	53.50	61.80	66.54	75.57	77.92	86.33	83.02	70.11	66.05	58.40	54.53	809.48	
2001	S.S.	56.16	48.05	55.92	60.69	73.30	77.51	85.01	78.50	53.45	56.21	48.16	52.29	745.25	2001
	S.R.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.78	21.08	16.87	8.06	0.89	52.68	
	SS & SR TOTAL	56.16	48.05	55.92	60.69	73.30	77.51	85.01	84.28	74.53	73.08	56.22	53.18	797.93	
2000	S.S.	56.41	50.43	55.27	65.40	70.84	73.60	85.00	84.68	73.30	65.60	58.49	59.80	798.82	2000
	S.R.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	SS & SR TOTAL	56.41	50.43	55.27	65.40	70.84	73.60	85.00	84.68	73.30	65.60	58.49	59.80	798.82	
1999	S.S.	56.40	45.26	52.16	57.40	70.43	71.35	85.41	82.68	69.45	68.04	57.78	57.69	774.05	1999
	S.R.	0.01	0.01	0.01	0.04	0.02	0.07	0.01	0.02	0.32	0.02	0.00	0.00	0.53	
	SS & SR TOTAL	56.41	45.27	52.17	57.44	70.45	71.42	85.42	82.70	69.77	68.06	57.78	57.69	774.58	
1998	S.S.	44.39	46.36	47.00	50.53	56.43	63.43	77.75	80.30	68.35	66.58	54.06	52.13	707.31	1998
	S.R.	0.01	0.01	0.01	0.01	0.00	0.01	0.01	0.09	0.01	0.00	0.00	0.00	0.16	
	SS & SR TOTAL	44.40	46.37	47.01	50.54	56.43	63.44	77.76	80.39	68.36	66.58	54.06	52.13	707.47	
1997	S.S.	50.61	49.20	65.66	68.65	76.18	79.14	82.31	57.02	37.32	27.50	38.96	45.96	678.51	1997
	S.R.	0.02	0.08	0.02	0.02	0.02	0.02	0.38	25.92	31.54	36.85	12.41	0.01	107.29	
	SS & SR TOTAL	50.63	49.28	65.68	68.67	76.20	79.16	82.69	82.94	68.86	64.35	51.37	45.97	785.80	
1996	S.S.	46.66	43.40	47.39	56.95	66.18	70.83	75.70	77.27	68.23	65.58	50.37	49.43	717.99	1996
	S.R.	0.01	0.03	0.03	0.03	0.03	0.01	0.03	0.02	0.01	0.02	0.02	0.02	0.26	
	SS & SR TOTAL	46.67	43.43	47.42	56.98	66.21	70.84	75.73	77.29	68.24	65.60	50.39	49.45	718.25	
1995	S.S.	41.30	41.10	47.10	52.14	53.50	59.00	74.70	74.10	65.40	64.70	55.30	47.60	675.94	1995
	S.R.	1.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.90	
	SS & SR TOTAL	43.20	41.10	47.10	52.14	53.50	59.00	74.70	74.10	65.40	64.70	55.30	47.60	677.84	
1994	S.S.	47.00	38.60	48.60	52.00	54.60	63.40	69.30	47.80	31.70	30.80	28.20	26.00	538.00	1994
	S.R.	0.00	0.00	0.00	0.00	0.10	0.00	0.00	25.00	30.20	27.70	21.20	19.90	124.10	
	SS & SR TOTAL	47.00	38.60	48.60	52.00	54.70	63.40	69.30	72.80	61.90	58.50	49.40	45.90	662.10	

2019
CAMBRIA COMMUNITY SERVICES DISTRICT
GROSS WATER PRODUCTION, BY SOURCE
REPORTED IN ACRE-FEET

YEAR	SOURCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL TOTAL	YEAR	
1993	S.S.	50.10	45.70	52.60	56.30	68.30	68.80	68.10	69.80	59.80	56.10	51.40	43.50	690.50	1993	
	S.R.	0.50	0.30	0.00	0.00	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.90		1993
	SS & SR TOTAL	50.60	46.00	52.60	56.30	68.40	68.80	68.10	69.80	59.80	56.10	51.40	43.50	691.40		
1992	S.S.	45.30	42.20	45.90	55.20	64.00	58.10	44.90	41.80	35.00	32.80	34.00	43.10	542.30	1992	
	S.R.	0.80	0.30	0.10	0.40	0.50	6.10	22.70	28.10	26.30	25.10	19.50	5.50	135.40		1992
	SS & SR TOTAL	46.10	42.50	46.00	55.60	64.50	64.20	67.60	69.90	61.30	57.90	53.50	48.60	677.70		
1991	S.S.	26.90	23.10	32.70	39.60	48.60	44.10	40.10	34.80	30.50	28.00	26.40	30.10	404.90	1991	
	S.R.	15.30	13.10	0.50	0.10	0.10	5.50	15.00	21.60	20.20	21.00	19.70	18.70	150.80		1991
	SS & SR TOTAL	42.20	36.20	33.20	39.70	48.70	49.60	55.10	56.40	50.70	49.00	46.10	48.80	555.70		
1990	S.S.	45.70	47.00	55.28	44.75	31.46	32.34	40.00	38.00	31.91	31.40	29.40	29.90	457.14	1990	
	S.R.	8.70	0.80	0.50	18.03	32.30	26.79	22.30	22.20	20.64	20.20	19.30	14.90	206.66		1990
	SS & SR TOTAL	54.40	47.80	55.78	62.78	63.76	59.13	62.30	60.20	52.55	51.60	48.70	44.80	663.80		
1989	S.S.	51.00	47.90	53.90	61.90	57.20	62.20	69.20	60.90	36.30	38.70	42.60	40.60	622.40	1989	
	S.R.	0.00	0.00	0.00	1.00	13.80	13.50	17.90	28.00	42.00	22.60	17.60	18.20	174.60		1989
	SS & SR TOTAL	51.00	47.90	53.90	62.90	71.00	75.70	87.10	88.90	78.30	61.30	60.20	58.80	797.00		
1988	S.S.	51.20	57.90	63.20	47.30	57.40	44.20	50.00	51.70	41.90	37.40	27.40	36.00	565.60	1988	
	S.R.	0.00	0.00	0.00	16.30	15.70	30.70	31.20	34.90	36.00	34.90	35.20	19.00	253.90		1988
	SS & SR TOTAL	51.20	57.90	63.20	63.60	73.10	74.90	81.20	86.60	77.90	72.30	62.60	55.00	819.50		

Well Code	Distance Ref. Point to Water Level	Reference Point Distance Above Sea Level	Depth of Water to Sea Level	Remarks
SANTA ROSA CREEK WELLS				
23R	32.05	83.42	51.37	
SR4	28.50	82.00	53.50	
SR3	19.55	54.30	34.75	
SR1	14.55	46.40	31.85	
RP#1		46.25		Not Read
RP#2		33.11		Not Read
21R3	6.80	12.88	6.08	Meter read 42895 units
WBE	10.98	16.87	5.89	
WBW	10.24	17.02	6.78	
AVERAGE LEVEL OF CCSD SANTA ROSA WELLS SR1 & SR3 =				33.30 FEET
CCSD SANTA ROSA WELL SR4 =				53.50 FEET

SAN SIMEON CREEK WELLS				
16D1	8.58	11.36	2.78	
MW4	11.52	15.95	4.43	
MW1		42.11		Not Read
MW2		38.10		Not Read
MW3		49.56		Not Read
9M1		65.63		Not Read
9P2	10.38	19.11	8.73	
9P7		20.69		Not Read
9L1	15.58	27.33	11.75	
RIW		25.41		Not Read
SS4	16.11	25.92	9.81	SS4 to 9P2 Gradient = + 1.08
MIW		29.89		Not Read
SS3	15.02	33.73	18.71	
SS2	14.07	33.16	19.09	
SS1	13.12	32.37	19.25	
11B1		105.43		Not Read
11C1	14.70	98.20	83.50	
PFNW		93.22		Not Read
10A1		78.18		Not Read
10G2		62.95		Not Read
10G1		59.55		Not Read
10F2		66.92		Not Read
10M2	30.40	55.21	24.81	
9J3		43.45		Not Read
lagoon	19.60			mitigation erosion none
AVERAGE LEVEL OF CCSD SAN SIMEON WELLS SS1,SS2 & SS3 =				19.02 FEET

revised 6/6/16

Red Font are the CCSD's Production Wells, as measured on 12/16/2019

reference point on 16d1,miw1,miw2,miw3,9p7,riw,miw1,ss1,ss2 and ss3 updat 2/17/2015

Well Code	Distance Ref. Point to Water Level	Reference Point Distance Above Sea Level	Depth of Water to Sea Level	Remarks
SANTA ROSA CREEK WELLS				
23R	31.40	83.42	52.02	
SR4	28.64	82.00	53.36	
SR3	19.23	54.30	35.07	
SR1	17.55	46.40	28.85	
RP#1		46.25		Not Read
RP#2		33.11		Not Read
21R3	7.97	12.88	4.91	Meter read 42895 units
WBE	11.55	16.87	5.32	
WBW	11.98	17.02	5.04	
AVERAGE LEVEL OF CCSD SANTA ROSA WELLS SR1 & SR3 =				31.96 FEET
CCSD SANTA ROSA WELL SR4 =				53.36 FEET

SAN SIMEON CREEK WELLS				
16D1	6.64	11.36	4.72	
MW4	10.85	15.95	5.10	
MW1	15.08	42.11	27.03	
MW2	13.89	38.10	24.21	
MW3	19.80	49.56	29.76	
9M1	24.37	65.63	41.26	
9P2	9.51	19.11	9.60	
9P7	11.36	20.69	9.33	
9L1	14.86	27.33	12.47	
RIW	10.88	25.41	14.53	
SS4	13.54	25.92	12.38	SS4 to 9P2 Gradient = + 2.78
MIW	11.49	29.89	18.40	
SS3	14.26	33.73	19.47	
SS2	12.87	33.16	20.29	
SS1	12.45	32.37	19.92	
11B1	19.08	105.43	86.35	
11C1	13.88	98.20	84.32	
PFNW	12.92	93.22	80.30	
10A1	25.59	78.18	52.59	
10G2	19.05	62.95	43.90	
10G1	17.54	59.55	42.01	
10F2	25.36	66.92	41.56	
10M2	22.30	55.21	32.91	
9J3	15.45	43.45	28.00	
lagoon	18.99			mitigation errosion none
AVERAGE LEVEL OF CCSD SAN SIMEON WELLS SS1,SS2 & SS3 =				19.89 FEET

revised 6/6/16

Red Font are the CCSD's Production Wells, as measured on 1/2/2020

reference point on 16d1,miw1,miw2,miw3,9p7,riw,miw1,ss1,ss2 and ss3 updat 2/17/2015

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, December 12, 2019 2:00 PM

1. OPENING

A. Call to Order

President Pierson called the meeting to order at 2:00 p.m.

B. Pledge of Allegiance

President Pierson led the Pledge of Allegiance.

C. Establishment of Quorum

A quorum was established.

Directors present: David Pierson, Harry Farmer, Amanda Rice, Cindy Steidel and Donn Howell.

Staff present: General Manager John F. Weigold IV, District Counsel Timothy Carmel, Administration Department Manager Monique Madrid and Finance Manager Pamela Duffield.

D. Election of Board of Director Officers

Mr. Weigold introduced the item and provided a brief summary.

i. ELECTION OF BOARD OF DIRECTOR OFFICERS

Director Rice spoke about officer rotation of the Board.

Public Comment:

Mary Maher

Crosby Swartz

Donald Archer

Christine Heinrichs: read Ted Key's statement

Tony Church

Elizabeth Bettenhausen

Gordon Heinrichs

Rita Burton

President Pierson opened nominations for President.

Director Rice nominated Vice President Farmer for President.

Director Howell seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

Public Comment:

Scott Anderson

Elizabeth Bettenhausen
Walt Andrus
Michael Calderwood

President Farmer opened the nominations for Vice President.

Director Pierson nominated Director Steidel for Vice President.

Director Howell seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

ii. DISCUSSION AND CONSIDERATION OF STANDING COMMITTEE APPOINTMENTS

President Farmer asked if Finance Committee Chairperson Steidel wanted to remain the Chairperson. She agreed to remain as the Chairperson.

President Farmer commented he would like to step down from the Resources & Infrastructure Committee and recommended Director Pierson become the Chairman of the Resources & Infrastructure Committee. Director Pierson agreed to take the Chairman position.

President Farmer asked Director Howell if he would like to remain on the Policy Committee. He agreed to remain as the Chairperson.

Public Comment:
Elizabeth Bettenhausen

Director Rice recommended an annual review of committee assignments in January.

Ad Hoc Committees:

Affordable Housing: Vice President Steidel and Director Howell

Audit: Vice President Steidel and Director Pierson recommended elimination of this committee. The Finance Committee has oversight.

Director Howell moved to eliminate the Audit Ad Hoc Committee Assignment.

Director Rice seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

Emergency Services: Director Pierson and Vice President Steidel

Director Rice moved to eliminate the Emergency Services Ad Hoc Committee Assignment from the Committee and Subject Matter Assignments.

Vice President Steidel seconded the motion. The Ad Hoc Committee will meet as necessary with the development of actions that might come from some of the things being pulled together regarding reaction to fire safety within the community.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

Director Rice moved to eliminate the General Manager Search Ad Hoc Committee.

Director Pierson seconded the motion

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

Grants: This will remain a Finance Committee assignment.

SWF: Director Pierson and Director Rice

Director Rice suggests the name be changed to the CDP Committee. She suggests bringing back a clear purpose for the committee. The Board should consider changing the committee members mid-year.

Tyler Incode: President Farmer and Director Howell

Water Efficiency: Resources & Infrastructure Committee

Not listed:

Low Income Water Rates: President Farmer and Director Howell

Director Pierson recommends establishing Studying Regional Wastewater Opportunities as an Ad Hoc Committee Assignment.

President Farmer will make this a future agenda item.

Liaison Assignments:

Cambria Fire Safe Focus Group: Director Pierson

Cambria Forest Committee: President Farmer

Friends of Fiscalini Ranch Preserve: President Farmer

North Coast Advisory Council: Director Pierson

President Farmer moved to appoint Director Pierson as Liaison to the North Coast Advisory Council.

Director Rice seconded motion

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

San Simeon CSD: Director Rice

Director Rice would like to continue as the San Simeon CSD liaison and wishes to be considered for the Regional Wastewater Opportunity Ad Hoc Committee.

Director Pierson suggests appointing Director Rice as the liaison to the California Coastal Commission.

Director Howell moved to appoint Director Rice as the liaison to the California Coastal Commission.

Vice President Steidel seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

E. Report from Closed Session

District Counsel reported that the Board continued to provide instructions to labor negotiators and discussed the performance of the General Manager. There was an additional item for anticipated litigation but there is no formal action to report.

F. Agenda Review: Additions/Deletions

President Farmer asked for any additions or deletions.

There were none.

2. ACKNOWLEDGEMENTS AND PRESENTATIONS (Estimated Time: 5 Minutes per item)

A. PROS Chairman's Report

PROS Committee Member Adolph Atencio provided a report for the PROS Commission.

3. PUBLIC COMMENT (Estimated time: 30 minutes. At President's discretion additional comments may be heard at the end of meeting.)

Public Comment:

Elizabeth Bettenhausen

Amanda Rice: speaking as an individual not director and provided information about a non-profit event.

Mark Larson

Christine Heinrichs

4. REGULAR BUSINESS (Estimated time: 15 Minutes per item)

A. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 43-2019 ESTABLISHING THE 2020 CCSD REGULAR BOARD MEETING SCHEDULE

Mr. Weigold introduced the item and provided a brief summary.

Vice President Steidel moved to adopt Resolution 43-2019 establishing the 2020 CCSD Regular Board Meeting schedule, with the exception of cancelling the January 9, 2020

regular meeting and rescheduling for January 22, 2020. All meetings will begin at 2:00 p.m.

Director Pierson seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

B. DISCUSSION AND CONSIDERATION OF INTRODUCTION OF ORDINANCE 03-2019 AMENDING SECTIONS OF THE CCSD MUNICIPAL CODE RELATING TO DELINQUENT WATER BILLS, AND ADOPTION OF RESOLUTION 45-2019 ESTABLISHING A POLICY FOR THE DISCONTINUANCE OF RESIDENTIAL WATER SERVICE IN COMPLIANCE WITH THE WATER SHUTOFF PROTECTION ACT

Mr. Weigold introduced the item and turned it over to District Counsel, who provided a detailed description, including information about adopting the Ordinance and a separate Resolution to adopt the policy to comply with and implement the new requirements.

Director Pierson moved to adopt Resolution 45-2019 establishing a policy for the discontinuance of residential water service in compliance with the Water Shutoff Protection Act and California Health & Safety Code Section 116900, et seq.

Vice President Steidel seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

Director Pierson moved to consider codifying Resolution 45-2019 and to assign it to the Low Income Water Rates Ad Hoc Committee and bring it back to the Board for further discussion no later than March 2020.

Director Rice seconded the motion, but requested they bring it back no later than April 2020.

Director Pierson accepted the amendment to the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

Director Rice moved to introduce Ordinance 03-2019 amending Sections 4.04.080, 4.04.090 and 4.04.100 of the Cambria Community Services District Municipal Code relating to delinquent water bills and waive further reading.

Director Pierson seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

- C.** DISCUSSION AND CONSIDERATION TO APPROVE POLICY COMMITTEE RECOMMENDATION TO ADOPT DRAFT POLICIES 1015: OVERVIEW OF THE DISTRICT CLERK'S ROLE, 1020: BOARD/STAFF COMMUNICATION, AND 1025: CLAIMS AGAINST THE DISTRICT

Mr. Weigold introduced the item and turned it over to Director Howell, who provided a brief summary.

Public Comment:
Christine Heinrichs
Elizabeth Bettenhausen
Gordon Heinrichs

Director Pierson moved to adopt Policy 1020 and 1025 as written from the Policy Committee.

Director Rice seconded the motion.

The Board agreed to not utilize Policy 1015.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

Director Howell moved to extend the meeting to 5:30 p.m.

Director Pierson seconded the motion

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

- D.** DISCUSSION AND CONSIDERATION TO APPROVE POLICY COMMITTEE RECOMMENDATION TO ADOPT DRAFT POLICIES 1030: CODE OF ETHICS, 1035: CONFLICT OF INTEREST, AND 1040: CORRESPONDENCE TO THE BOARD

Mr. Weigold introduced the item and turned it over to Director Howell, who provided a brief summary.

Gordon Heinrichs reported as Vice-Chair of the Policy Committee. He provided information that the Codes may not be understood by those who agree to them.

Director Rice requested to push Policy 1030 to a future public meeting.

Director Howell moved to postpone policy 1030 to the first January meeting and include how to approach it, whether it be with a town hall meeting or something else.

Director Pierson seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

District Counsel requests removal of the sentence “the referenced and incorporated regulation, and the attached appendixes designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the Cambria Community Services District” from the policy.

Director Pierson moved to adopt Policy 1035 and 1040 as written from the Policy Committee, with District Counsel’s recommendation of removing the referenced sentence from Policy 1035.

Director Rice seconded the motion with the amendment of revising the Policy Title to Correspondence to the Board & Staff and revising the Policy to read:

1040.1 All written or electronic correspondence addressed to or cc’d to the Board of Directors is to be sent to the District office. Copies of the written or electronic correspondence and written responses in reply thereto, if any, shall be distributed to each member of the Board, together with the next regular agenda or at the next regular meeting of the Board, depending on date of receipt or response. Individual Board members may receive correspondence addressed to him or her in his or her official capacity. However, Board members and staff are not permitted to use agency resources for sending or receiving personal correspondence.

Director Pierson withdrew his motion.

Director Rice withdrew her second motion.

Director Pierson moved to adopt Policy 1035 as written from the Policy Committee, with District Counsel’s recommendation of removing the referenced sentence from Policy 1035 and directing Policy 1040 back to the Policy Committee.

Director Rice seconded the motion.

Director Rice would like the Policy Committee to review correspondence to the General Manager or to the Clerk of the Board and issue of correspondence to the Board as whole.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

E. DISCUSSION AND CONSIDERATION TO APPROVE POLICY COMMITTEE RECOMMENDATION TO ADOPT A POLICY REGARDING USE OF ELECTRONIC DEVICES DURING BOARD MEETINGS

Mr. Weigold introduced the item and turned it over to Director Howell, who provided a brief summary.

Public Comment:
Christine Heinrichs
Claudia Harmon

Director Rice moved to extend the meeting to 6:15 p.m.

Director Pierson seconded the motion

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

Director Rice moved to approve the proposed Use of Electronic Devices during Board Meetings policy.

Director Howell seconded the motion with the amendment of not using electronic devices directly or through intermediaries to communicate with one another with staff or with the public.

Director Rice amended her motion to include changing the third paragraph after the word secretly and add during a public meeting.

Director Howell agreed to the amendment.

Director Rice withdrew her motion.

Director Rice moved to bring the policy back with the proper numbering and minor language issues fixed for the January consent agenda.

Director Howell seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

F. DISCUSSION AND CONSIDERATION TO FILL VACANT SEAT ON THE POLICY COMMITTEE

Mr. Weigold introduced the item and provided a brief summary.

Public Comment:
Elizabeth Bettenhausen: read a written letter from Policy Committee member Ted Key.

Director Pierson moved to accept new applications, review them and vote in January to elect a new member. Current applications are still valid.

Vice President Steidel seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

5. FUTURE AGENDA ITEM(S) (Estimated time: 15 Minutes)

President Farmer asked for any future agenda items. There were none.

6. ADJOURN TO CLOSED SESSION (Estimated time: 60 Minutes)

A. Public Comment

President Farmer asked for public comment.

Public Comment:
Christine Heinrichs
Elizabeth Bettenhausen

President Farmer adjourned the meeting to closed session at 5:47 p.m.

- B. PUBLIC EMPLOYMENT PERFORMANCE EVALUATION**, pursuant to Government Code Section 54957(b)(1)
Title: General Manager
- C. CONFERENCE WITH LABOR NEGOTIATOR** Pursuant to Government Code Section 54957.6 Agency Designated Representatives: General Manager, John F. Weigold, IV and Che Johnson; Employee Group: International Association of Fire Fighters (IAFF)
- D. CONFERENCE WITH LABOR NEGOTIATORS** Pursuant to Government Code Section 54957.6 Agency Designated Representatives: General Manager, John F. Weigold, IV and Che Johnson; Employee Organization: Services Employee International Union
- E. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**
Pursuant to Government Code Section 54956.9(d)(1)
Name of case: Benedetti v. CCSD
- F. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
Pursuant to Government Code Section 54956.9(d)(1)
Name of case: Madrid v. CCSD; Case No. 19CV-0719
- G. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2)

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, December 19, 2019 2:00 PM

1. OPENING

A. Call to Order

President Farmer called the meeting to order at 2:04 p.m.

B. Pledge of Allegiance

President Farmer led the Pledge of Allegiance.

C. Establishment of Quorum.

A quorum was established.

Directors present: David Pierson, Harry Farmer, Amanda Rice, Cindy Steidel and Donn Howell.

Staff present: General Manager John F. Weigold IV, District Counsel Timothy Carmel, Administration Department Manager Monique Madrid and Finance Manager Pamela Duffield.

D. Report from Closed Session

District Counsel reported that the Board continued to provide instructions to labor negotiators, continued to evaluate the performance of the General Manager and discussed two pending litigations cases and one anticipated litigation case. There is no formal action to report.

E. Agenda Review: Additions/Deletions

President Farmer asked for any additions or deletions. He suggested moving items 8C and 8E to the beginning of regular business to allow Mr. Allchin to return to work.

The Board agreed to move items 8C and 8E to the beginning of regular business.

2. PUBLIC SAFETY (Estimated Time: 5 Minutes per item)

A. SHERIFF'S DEPARTMENT REPORT

Commander Nelson provided a brief summary on recent activities in Cambria.

B. CCSD FIRE CHIEF'S REPORT

Chief Hollingsworth provided a brief summary on recent activities in Cambria.

3. PUBLIC COMMENT (Estimated time: 30 minutes. At President's discretion additional comments may be heard at the end of meeting.)

Public Comment:

Hank Krzciuk

Christine Heinrichs

Elizabeth Bettenhausen

4. MANAGER'S REPORT

A. GENERAL MANAGEMENT REPORT

Mr. Weigold provided a summary of the General Management Report.

Ms. Madrid provided a brief summary of the Administration report.

Director Rice had questions on:

1. Homeless Policy: Do we have one to preserve the constitutional rights of the homeless?
2. Laserfiche training. Ms. Madrid is attending. Is the Deputy District Clerk also attending or is the second complimentary registration being used?
3. Trees: how do we determine which trees come down?
4. Public Records Requests – look at email retention policy.

Director Howell stated the Policy Committee has already looked at the draft Homeless Policy. However, they will review it again. The Use of Electronic Devices Policy is also coming back to the Policy Committee.

B. FINANCE MANAGER'S REPORT

Ms. Duffield provided a brief summary of the Finance Manager's Report.

Public Comment:

Elizabeth Bettenhausen

C. UTILITIES REPORT-JOHN ALLCHIN, WASTEWATER SYSTEM

Mr. Allchin provided a summary of the Utilities Report. He reviewed the recent purchase of a generator, repair of a pipe at the SWF and replacement of a fire hydrant. 399 meters need to be read manually, and Water Supervisor Jim Green is working on a solution. Manhole lids are being replaced as resources allow, with the focus on newly discovered manholes some of which are 3 feet underground level.

Ms. Bland provided an explanation of the extension of Intent to Serve letters and Will Serve letters. She also provided information related to building a data base on retrofits to be able to manipulate the information. The main focus at this time is taking unusable information and insert it into the newly built data base for ability to provide data as needed.

Director Pierson: Will we be reimbursed for the fire hydrant? We should be.

Vice-President Steidel asked about irrigation meters. Ms. Bland provided some clarifications.

5. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

A. President's Report

President Farmer provided an overview of what the community and District have experienced over the last year. The EWS impoundment basin is now closed and the permit has been finalized with the RWQCB and the issues with CDM Smith are still ongoing. Our position was pretty reasonable, however CDM Smith prefers to go to court. There is an ongoing problem with housing and homeless. He talked about impacts on the creeks. We recently had a meeting between the San Simeon and Cambria CSD's to talk about a regional wastewater plant and a shared pipeline to dispose of brine waste using the ocean outfall in San Simeon. The PG&E SST Turnkey program will assist the CCSD and is a real blessing and we will be implementing the changes and upgrades at the WWTP. The District will be receiving a new Vactor truck thanks to the hard work of the Wastewater Supervisor. The three standing committees have 15 volunteers and he would like to tip his hat to them for their hard work.

B. Finance Committee Report

Vice President Steidel reported on the short meeting held in December. The audit will be made available in January.

C. Policy Committee Report

Director Howell reported that the next Committee meeting will be on January 2, 2020 at 2:00 p.m. when they will prioritize a long list of work. He encouraged individuals to apply for the Policy Committee vacancy.

D. Resources & Infrastructure Committee Report

President Farmer reported on the recent meeting of the Resources & Infrastructure Committee.

Vice Chair Dean gave a brief summary. A discussion was held regarding the Turnkey program. The Committee unanimously recommend the program. She commended Mr. Allchin for an outstanding job in locating a Vactor truck for his department and the District. They will be submitting their revised Goals and Objectives to the full Board for approval in January.

E. Other Liaison Reports and Ad Hoc Committee Reports

Director Howell reported there was no NCAC meeting last month. Director Pierson will be taking over as the Liaison to the NCAC Committee.

Director Pierson reported that the Fire Safe Focus Group didn't meet in December. Susan McDonald and Supervisor Gibson have been able to get the County EMS to discuss the proposal from NCAC to use Highway 1 as two outgoing lanes in case of an emergency. There may be a report from a Cal Poly professor on his study of an area in Cambria. This meeting will occur on January 8, 2020 from 3-5 p.m.

Director Rice asked for the subject of signs to direct people on evacuation routes. There is a possibility to have a radio station provide guidance on evacuation routes.

President Farmer reported on the recent FFRP meeting. Carlos Mendoza did tree planting on the ranch, which also included a lot of volunteers. The homeless camps are very low. Executive Director Jo Ellen Butler is resigning, and Kitty Connelly is taking over. She comes with great credentials. He reported on the Forest Ranch Committee meeting and Gregory Randall is new in Cambria. He is an urban wildlife ecologist and will attend Forest Committee meetings. There were discussions regarding cutting trees without permits and new construction effects.

Director Rice reported on the San Simeon CSD meeting. She saw the presentation of Charlie Grace for work done in 2019 which was impressive. She provided a list of various items. She had a brief report on the California Coastal Commission meeting but did not attend this month. Steve Pedia is the new Chair and Donna Brownsee is the Vice-Chair for the California Coastal Commission. The Santa Cruz Deputy Director is on paternity leave. There is a King Tides initiative which is promoted by the Coastal Commission annually. King Tide dates are January 10-12, 2020 and Feb 8-9, 2020. They are looking for photographs of the high tides.

6. CONSENT AGENDA (Estimated time: 15 Minutes)

- A. CONSIDERATION TO ADOPT THE NOVEMBER 2019 EXPENDITURE REPORT
- B. CONSIDERATION TO ADOPT THE NOVEMBER 14, 2019 AND NOVEMBER 21, 2019 REGULAR MEETING MINUTES
- C. CONSIDERATION OF ADOPTION OF RESOLUTION 46-2019 DECLARING VEHICLES AND EQUIPMENT SURPLUS, AND AUTHORIZING SALE BY THE GENERAL MANAGER

President Farmer introduced the consent agenda.

Director Rice moved to approve the consent agenda.

Director Pierson seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

7. HEARINGS AND APPEALS (Estimated time: 15 Minutes per item)

- A. PUBLIC HEARING REGARDING ADOPTION OF ORDINANCE 02-2019 AMENDING CHAPTER 6.04 OF THE CAMBRIA COMMUNITY SERVICES DISTRICT MUNICIPAL CODE AND ADOPTING AND AMENDING THE 2019 EDITION OF THE CALIFORNIA FIRE CODE, THE 2018 EDITION OF THE INTERNATIONAL WILDLAND URBAN INTERFACE CODE, AND THE 2018 NATIONAL FIRE PROTECTION ASSOCIATION STANDARD 1144

Fire Chief Hollingsworth introduced the item and provided a summary.

President Farmer opened the public hearing.

Public Comment:
None.

President Farmer closed the public hearing.

Director Pierson moved to adopt an Ordinance amending Chapter 6.04 of the Cambria Community Services District Municipal Code and adopting and amending the 2019 Edition of the California Fire Code, the 2018 Edition of the International Wildland Urban Interface Code and the 2018 National Fire Protection Association Standard 1144 and waive further reading.

Vice President Steidel seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

8. REGULAR BUSINESS (Estimated time: 15 Minutes per item)

A. CONSIDERATION OF ADOPTION OF ORDINANCE 03-2019 AMENDING SECTIONS 4.04.080, 4.04.090 AND 4.04.100 OF THE CAMBRIA COMMUNITY SERVICES DISTRICT MUNICIPAL CODE RELATING TO DELINQUENT WATER BILLS

Mr. Weigold introduced the item and provided a brief summary.

Director Rice moved to adopt an Ordinance 03-2019, an Ordinance amending sections 4.04.080, 4.04.090 and 4.04.100 of the Cambria Community Services District Municipal Code relating to delinquent water bills and waive further reading and adopt the Ordinance.

Vice President Steidel seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

B. DISCUSSION AND CONSIDERATION OF FIRST QUARTER BUDGET REPORT AND CONSIDERATION OF RECOMMENDATIONS TO APPROVE RESOLUTION 47-2019 AMENDING FISCAL YEAR 2019/20 BUDGET

Mr. Weigold introduced the item and turned it over to Ms. Duffield, who provided a summary and a review of the requested re-allocation of the CIP funds. There is one item unexpected in the Fire budget related to a grant that was not awarded. The Fire Department needs to update their radios and this item is on the agenda for consideration.

Director Rice moved to adopt Resolution 47-2019 amending fiscal year 2019/2020 budget.

Director Pierson seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

C. DISCUSSION AND CONSIDERATION OF APPROVAL OF PURCHASE OF A USED 2018 COMBINATION VACUUM TRUCK AND APPROVAL OF RESOLUTION 49-2019 TO FINANCE THE PURCHASE

Mr. Weigold introduced the item. He advised there were some updates following the initial publication. One vendor provided an updated quote that is a better value. A second vendor also provided an updated quote.

Staff recommends:

1. Approve a purchase of a new 2019 Vactor truck from MME for \$375,000 plus DMV costs.
2. Approve the installment sale agreement to finance over 5 years.
3. Authorize the General Manager to enter into an agreement with MME.

Mr. Allchin provided some additional information. One truck is new, and one is used and was used for demonstration purposes. Both trucks are available now. He has no preference so please give him one.

Ms. Duffield provided some information regarding terms of the purchase. She reminded the Board there is \$95,000 budgeted for the Vactor truck. Staff discussed an option of making a down payment to round the loan off to \$300,000 or all of the \$95,000 and finance the remainder. The decision is up to the Board.

Director Pierson recommended we put the \$95,000 in reserves to be used toward some of the ECM's with PGE. Vice President Steidel agreed with the recommendation.

Director Rice is leaning toward setting it aside to use for a future purchase when this equipment needs to be replaced. The CCSD hasn't ever taken this approach but it is something the CCSD should be doing including the Fire Department truck.

President Farmer asked Mr. Allchin about the life span of the Vactor Truck.

Mr. Allchin explained the ocean causes premature rust. The life expectancy is a minimum of 10 years with a 5-year loan payoff which would allow for 5 years of set aside funding by continuing to set aside the same payment amount in the second 5-years of life expectancy. He also suggested the unused funds could be used to put toward the Wastewater Treatment Plant's electric needs through the PG&E project.

Director Pierson moved to approve the purchase of the new 2019 Combination Vacuum truck from Municipal Maintenance Equipment at the cost of \$374,856, plus applicable DMV fees per the attached quote.

Director Howell seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

Director Rice moved to adopt Resolution 49-2019 authorizing the execution and delivery of an installment sale agreement with Municipal Finance Corporation to finance the purchase over five years at an annual interest rate of 3.10% and authorizing and directing certain actions and connections with the acquisition of the Vector truck.

Director Howell seconded the motion.

Motion Passed Unanimously Ayes - 5 Nays - 0 Absent - 0**Roll Call Vote:****Ayes: Farmer, Howell, Pierson, Rice, Steidel**

Director Rice moved to authorize the General Manager to enter into the agreement with Municipal Maintenance Equipment.

Director Howell second the motion.

Motion Passed Unanimously Ayes - 5 Nays - 0 Absent - 0**Roll Call Vote:****Ayes: Farmer, Howell, Pierson, Rice, Steidel****D. DISCUSSION AND CONSIDERATION TO SECURE FUNDING FOR MOBILE AND PORTABLE EMERGENCY SERVICE RADIOS FOR THE FIRE DEPARTMENT**

Mr. Weigold introduced the item and turned it over to Chief Hollingsworth, who provided a brief summary.

Chief Hollingsworth received information from the County OES that they will reimburse \$30,000 if CCSD spends \$11,162, then they will prioritize \$30,000 for next year.

Director Pierson moved to approve the Chief spending up to \$42,000 to get the radios and looking at reimbursement of \$30,000 within three months.

Vice President Steidel seconded the motion.

Motion Passed Unanimously Ayes - 5 Nays - 0 Absent - 0**Roll Call Vote:****Ayes: Farmer, Howell, Pierson, Rice, Steidel****E. DISCUSSION AND CONSIDERATION TO APPROVE PG&E INVESTMENT GRADE AUDIT (IGA) AND MASTER SERVICE AGREEMENT AND RECEIVE RECOMMENDATION FROM THE RESOURCES & INFRASTRUCTURE COMMITTEE**

Mr. Weigold introduced the item and provided a brief summary.

District Counsel stated the two minor modifications were:

1) Master Service Agreement Page 8, Indemnification Provision Paragraph 5:

The last sentence reads: including but not limited to property of PG&E, Customer or any third party arising out of the acts or omissions of PG&E under this agreement except *those resulting from* the negligence or misconduct of Customer.

2) Investment Grade Audit Work Order Section 1.3:

The last sentence shall read: The contractor shall complete the services in approximately eight months from the date of notice to proceed or NTP described in the Exhibit A Scope of Work therein.

Vice President Steidel moved to extend the meeting to 6:00 p.m.

Director Pierson second the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

Director Howell moved to postpone this item until the Special Board meeting on January 9, 2020.

Director Rice second the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice

Nays: Steidel

F. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 44-2019 AMENDING THE DISTRICT SALARY SCHEDULE AND ESTABLISHING A PAY SCHEDULE FOR THE POSITION OF CLERICAL ASSISTANT

Mr. Weigold introduced the item and provided a brief summary.

Director Pierson moved to approve Resolution 44-2019 amending the District salary schedule and establishing a pay schedule for the position of Clerical Assistant.

Vice President Steidel seconded the motion.

Motion Passed Ayes - 4 Nays - 1 Absent - 0

Ayes: Farmer, Howell, Pierson, Steidel

Nays: Rice

Vice President Steidel moved to continue the meeting to 6:30 p.m.

Director Howell seconded the motion.

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

Ayes: Farmer, Howell, Pierson, Rice, Steidel

9. FUTURE AGENDA ITEM(S) (Estimated time: 15 Minutes)

President Farmer asked for any future agenda items.

The Board reached consensus to hold a Special Board meeting on January 9, 2020 at 2:00 p.m. to discuss the PG&E item and hold a closed session for the performance evaluation of the General Manager.

10. ADJOURN TO CLOSED SESSION

A. Public Comment

President Farmer asked for public comment. There was none.

President Farmer adjourned the meeting to closed session at 5:47 p.m.

**B. PUBLIC EMPLOYMENT PERFORMANCE EVALUATION, pursuant to Government Code Section 54957(b)(1)
Title: General Manager**

C. CONFERENCE WITH LABOR NEGOTIATOR Pursuant to Government Code Section 54957.6 Agency Designated Representatives: General Manager, John F. Weigold, IV and Che Johnson; Employee Group: International Association of Fire Fighters (IAFF)

D. CONFERENCE WITH LABOR NEGOTIATORS Pursuant to Government Code Section 54957.6 Agency Designated Representatives: General Manager, John F. Weigold, IV and Che Johnson; Employee Organization: Services Employee International Union

E. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2)

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.A.**

FROM: John F. Weigold, IV., General Manager
Monique Madrid, Administration Department Manager

Meeting Date: January 22, 2020

Subject: DISCUSSION AND CONSIDERATION
TO FILL VACANT SEAT ON THE
POLICY COMMITTEE

RECOMMENDATIONS:

Staff recommends that the Board of Directors consider appointing a replacement to fill the vacant seat on the Policy Committee resulting from the resignation of John Rohrbaugh.

FISCAL IMPACT:

There is no fiscal impact identified with this item.

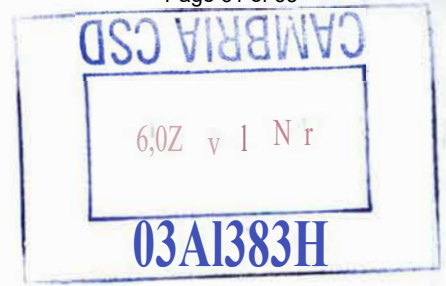
DISCUSSION:

At the December 12, 2019 regular Board meeting, staff was directed to open the application process in accordance with the Committee Bylaws, in order to fill the vacant seat created by the resignation of John Rohrbaugh.

The application period closed on January 16, 2020. There were no new applications received. Therefore, staff has attached the three original applications for the Board's consideration, all of whom are still interested in the role.

Staff recommends the Board of Directors appoint one of the applicants to fill the vacant seat on the Policy Committee or provide further direction to staff.

Attachments: J. Bahringer's Application
L. Richards' Application
J. McKinnon's Application



COMMITTEE MEMBER APPLICATION

For more information, please visit: www.cambrlacs.org

Return the completed application to:

Cambria Community Services District

Attention: Deputy District Clerk

P.O. Box 65

1316 Tamsen Street, Suite 201

Cambria, CA 93428

The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to publicly disclose their personal assets and income. Individuals must also disqualify themselves from participating in decisions, which may affect their personal financial interests. Finance, Policy and Resources & Infrastructure Standing Committees are required by law to file a Statement of Economic Interest form.

STANDING COMMITTEE (Please include which committee you're applying for): Pacific County, the

NAME: 8. Alan M. O'Connell Last John W. D. S. First () MI

Home Address: [Redacted] Street City CA 93422 Zip

Home Phone: [Redacted] Cell Phone: [Redacted]

E-mail address: [Redacted]

I have been a registered voter at the address listed above since: 2019 Year

If less than 6 months, place and date of last voter registration: _____ Address Date

Are you a registered voter in Cambria? (S) yes (0 no

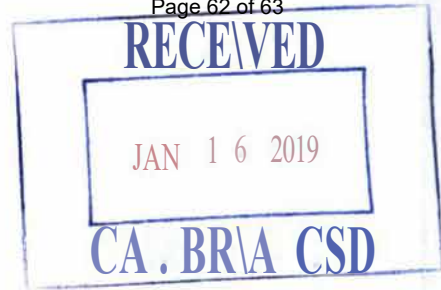
Enter qualifications and interest in the position below.

for District CC.S.f)

If additional space, needed, please use the back side of the application.

Signature: u

Date: 1. 19



COMMITTEE MEMBER APPLICATION

For more information, please visit: www.cambriacsd.org

Return the completed application to: Cambria Community Services District, Attention: Deputy District Clerk, P.O. Box 65, 1316 Tamsen Street, Suite 201, Cambria, CA 93428

The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to publicly disclose their personal assets and income. Individuals must also disqualify themselves from participating in decisions, which may affect their personal financial interests. Finance, Policy and Resources & Infrastructure Standing Committees are required by law to file a Statement of Economic Interest form.

STANDING COMMITTEE (Please include which committee you're applying to),

112 Interest (J6)

NAME: [Redacted] Last [Redacted] First [Redacted] MI [Redacted]

Home Address: [Redacted] Street [Redacted] City Cambria Zip [Redacted]

Home Phone: [Redacted] Cell Phone: [Redacted]

E-mail address: [Redacted]

I have been a registered voter at the address listed above since: 1/1/19 JP-2 Year

If less than 6 months, place and date of last voter registration: Address Date

Are you a registered voter in Cambria? es (0 no

Enter qualifications and interest in the position below.

Have been a local activist; w/ a legal background, involved in all operations of the District since 2000. Have worked on municipal codes, operational manuals, brief analysis for legal actions, EIR prep and litigation, specifically. Have some expertise for other for the District and am excited at this "new" opportunity so

If additional space is needed, please use the reverse side of the application.

Signature: [Handwritten Signature] Date: 1/16/19

voluntarily my time in a vital & productive manner!



POLICY COMMITTEE MEMBER APPLICATION

Deadline: October 1, 2019

For more information, please visit: www.cambriacsd.org

Return the completed application to:
Cambria Community Services District

Attention: District Clerk

P.O. Box 65

1316 Tamsen Street, Suite 201

Cambria, CA 93428

The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to publicly disclose their personal assets and income. Individuals must also disqualify themselves from participating in decisions, which may affect their personal financial interests. The Policy Standing Committee is required by law to file a Statement of Economic Interest form.

NAME: J. C. (/ N O r-I J E I l,
Last First MI

Home Address: [Redacted] CA-ABA 95CJZ.8
Street City Zip

Home Phone: [Redacted] Cell Phone: NjA-

E-mail address: 4

I have been a registered voter at the address listed above since: 198 er
Year

If less than 6 months, place and date of last voter registration: 11-14
Address Date

Are you a registered voter in Cambria? **R** yes **D** no

Enter qualifications and interest in the position below.

I SERVED ON A COMMITTEE INVOLVED IN THE
NEED FOR EMERGENCY WATER

If additional space is needed, please use the reverse side of the application.

Signature: J. C. (/ N O r-I Date: 5c, P7_ Z t / (cc) l 'y