



# CAMBRIA COMMUNITY SERVICES DISTRICT

REGULAR MEETING

**Thursday, May 28, 2009– 12:30 PM**

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

## AGENDA

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

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

**1. OPENING**

- A. Call to Order
- B. Pledge of Allegiance
- C. Establishment of Quorum
- D. Report from Closed Session

**2. PUBLIC COMMENT (Total Time Limited to 15 minutes)**

Members of the public wishing to address the Board on any non-actionable item not listed on the agenda (items 1 - 6) and within the jurisdiction of the Cambria CSD may do so when recognized by the President. Public comments during this and other portions of the agenda will be limited to 3 minutes per person.

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

(Estimated Time: 5 minutes)

**4. ACKNOWLEDGMENTS/PRESENTATIONS**

**5. SPECIAL REPORTS**

- A. SHERIFF'S DEPARTMENT REPORT

(Estimated Time: 5 minutes)

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

A. Manager's Report  
(Estimated Time: 10 minutes)

B. MEMBER AND COMMITTEE REPORTS  
(Estimated Time: 10 minutes)

**7. CONSENT AGENDA**

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

A. Consider Approval of Expenditures for Month of April 2009

B. Consider Approval of Minutes of Board of Directors Meetings April 14 and April 23, 2009

C. Consider Resolution 20-2009 Approving Award of Fire Hazard Fuel Reduction Contract

D. Consider Adoption of Resolution 18-2009 Nominating Director Muril Clift as a Candidate for Election to the Special District Risk Management Authority Board of Directors

E. Consider Resolution 22-2009 Approving Assignment of Banking Powers for the Cambria Community Services District's Bank and Investment Accounts

F. Consider Approving Extension of Intent to Serve Letter for Senior Care Facility, Michael Clark, Applicant, APN 024.191.052

G. Consider Approving Extension of Intent to Serve Letter for Cambria Shores Inn, Kim Eady, Applicant, APN 022.381.002

H. Consider Ratifying General Manager's Approval of Professional Services Proposal by Carol Cowley, CMC, to Officiate the 2009 Water and Sewer Rates Protest Process

(Estimated Time: 10 minutes)

**8. HEARINGS AND APPEALS**

- A. Public Hearing to Confirm Itemized Report of Water and Wastewater Standby or Availability Charges as Provided in Government Code 61124
  - 1. Receive Financial Report
  - 2. Conduct Public Hearing
  - 3. Consider Adoption of Resolution 21-2009 Confirming Water and Wastewater Standby or Availability Charges(Estimated Time: 30 minutes)

**9. REGULAR BUSINESS**

- A. Receive Water Conservation Presentation
- B. Receive Fiscal Year 2007/2008 Management Letter from Crosby and Cindrich, CPAs, and Response by Management

(Estimated Time: 60 minutes)

**10. PUBLIC COMMENT**

Members of the public wishing to address the Board on any non-actionable item not listed on the agenda (items 1 – 6) and within the jurisdiction of the Cambria CSD may do so when recognized by the President. Public comments during this and other portions of the agenda will be limited to 3 minutes per person.

**11. ADJOURN TO CLOSED SESSION, 1316 Tamson Drive, Suite 204, Cambria**

**A. CONFERENCE WITH LABOR NEGOTIATORS**

Agency Designated Representatives: General Manager  
Employee Organization: IAFF Local 4635, Cambria CSD

**B. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**

Subdivision (a) of Section 54956.9 (1 matter) Warren et al vs County of San Luis Obispo, et al

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.A.**

FROM: Tammy Rudock, General Manager

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Meeting Date: May 28, 2009

Subject: MANAGER'S REPORT  
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**ADMINISTRATION**

The online calculator for water and sewer rates has been updated and is available at the CCSD website: [www.cambriacsd.org](http://www.cambriacsd.org).

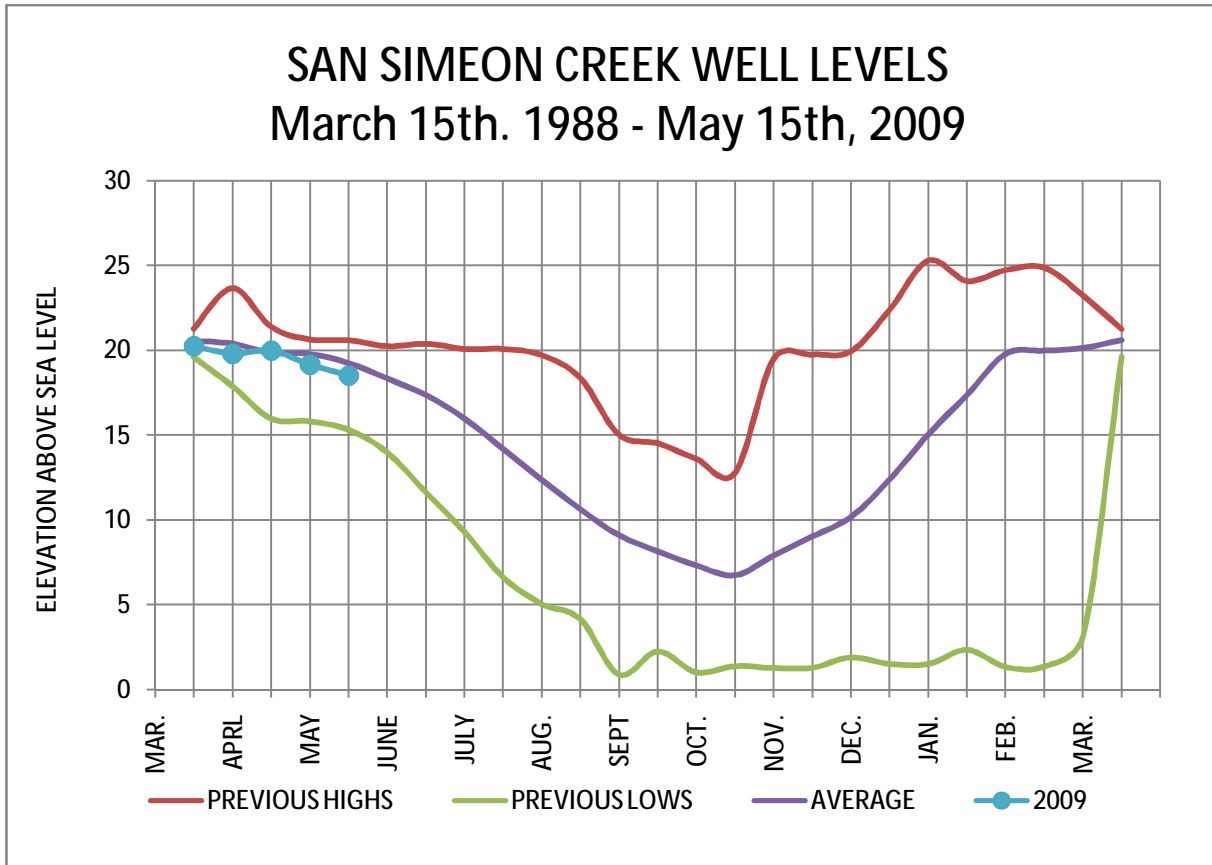
**PARKS AND RECREATION**

The PROS (Parks, Recreation and Open Space) Commission met on Tuesday, May 5, 2009. Their next meeting is scheduled for Tuesday, June 2, 2009 at 10:00 a.m., in CCSD's Suite 204.

**BOARD OF DIRECTORS' MEETING-May 28, 2009**  
**ADDENDUM TO GENERAL MANAGER'S REPORT**  
**ASSISTANT GENERAL MANAGER/UTILITIES MANAGER'S REPORT**

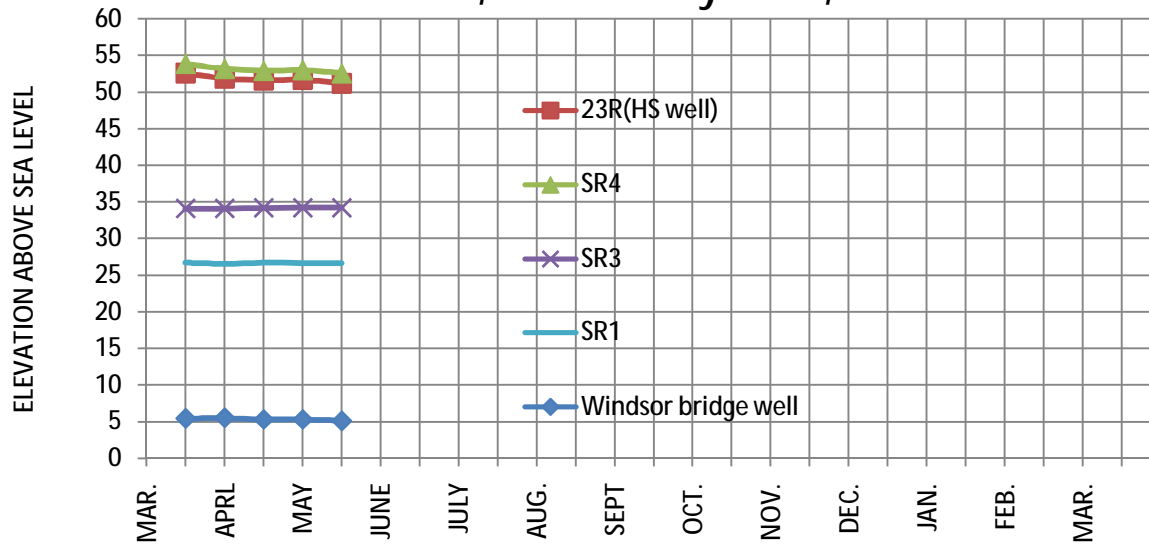
The following is an update of some of the projects we are working on. By no means is this a complete list; it contains the most important items in progress.

**Well Levels**



San Simeon Lagoon May 20, 2009, bar closed

## SANTA ROSA CREEK WELL LEVELS March 15th, 2009 - May 15th, 2009



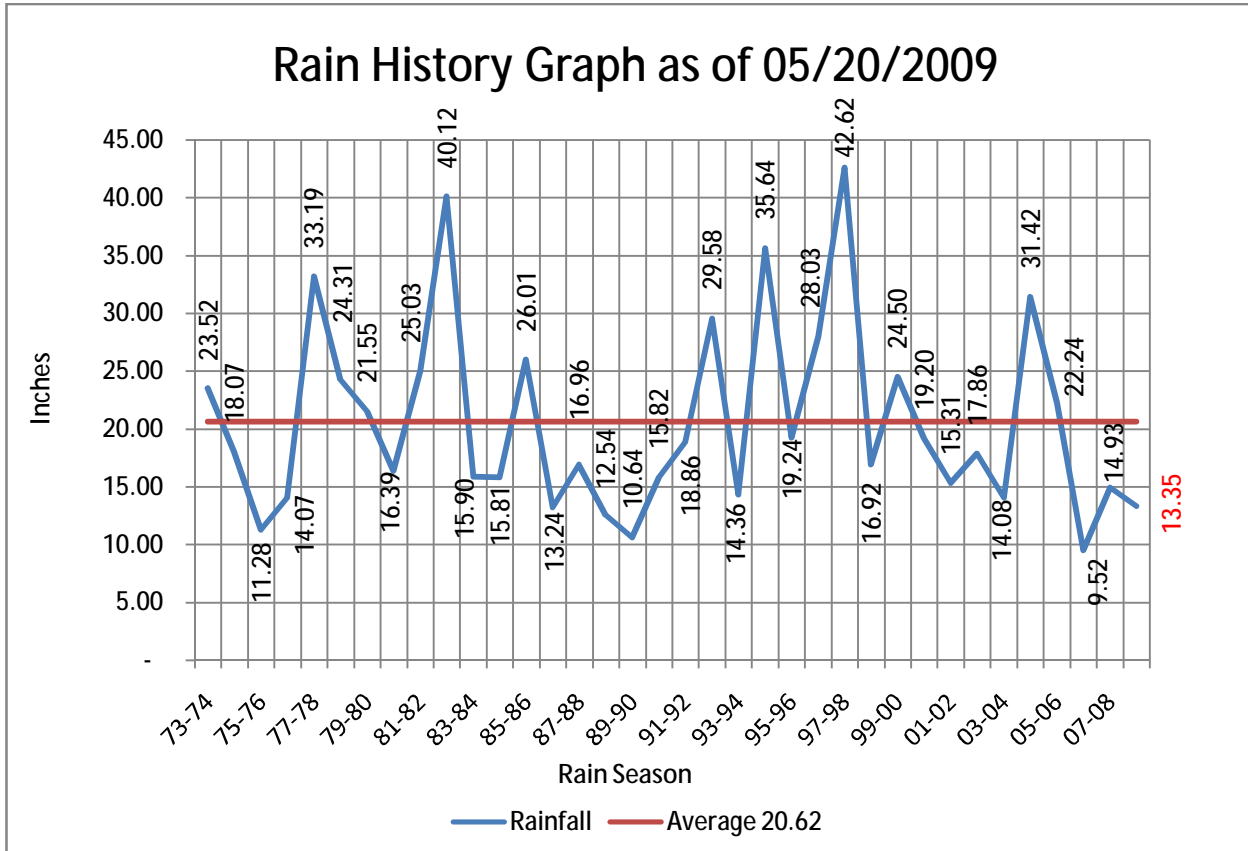
Santa Rosa Lagoon May 20, 2009, bar closed

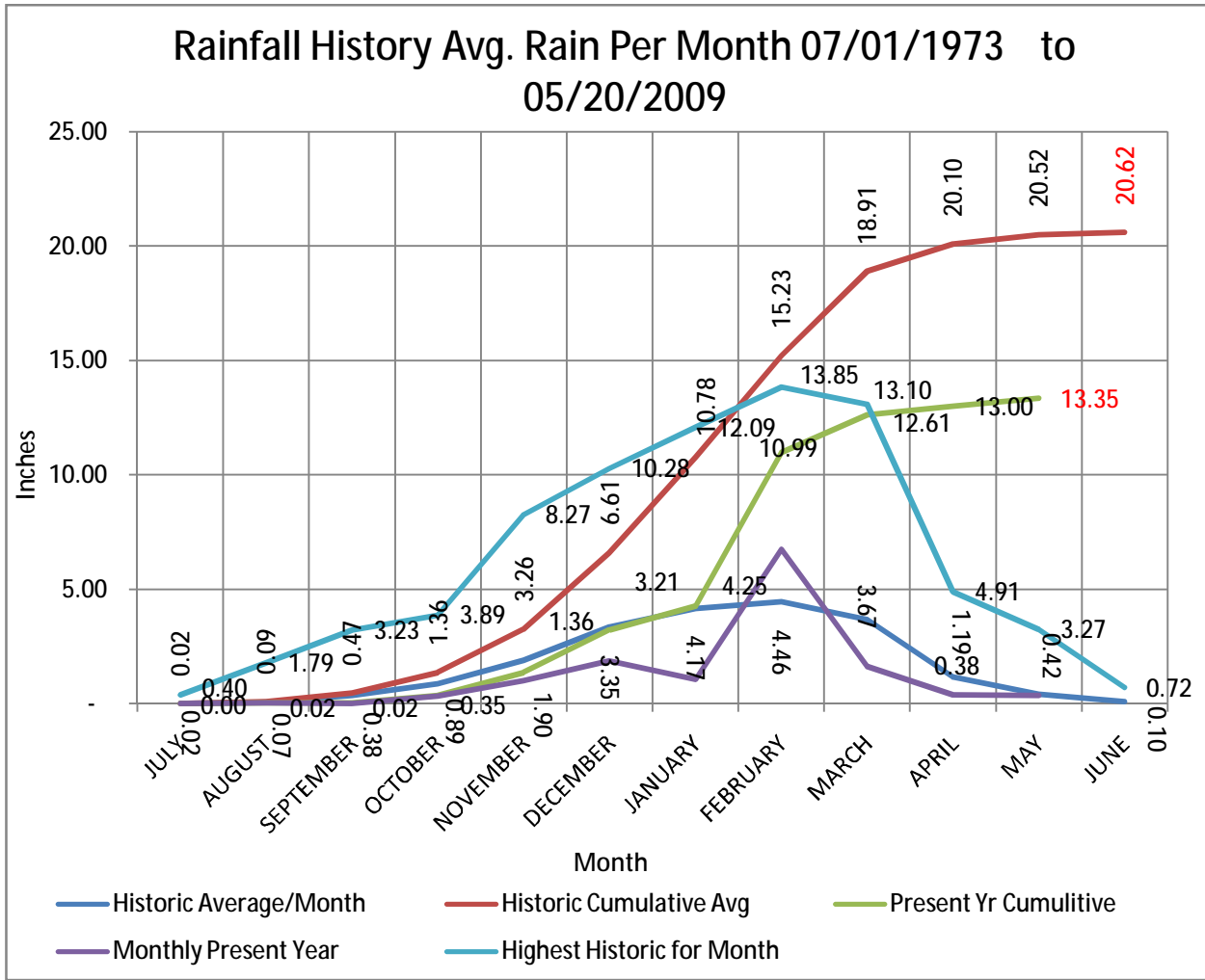
### Well Operations

Both well fields are still full and both creeks have ceased flowing to the ocean. Santa Rosa well SR4 is back online for 8 hours a day and will remain so as long as water is flowing past the point of diversion and it aids in the production balance of the wells of the San Simeon.

## Rainfall

The rainfall is below average for this time of year, but the wells are nearly full though water has ceased flowing to the ocean from both the San Simeon and Santa Rosa basins. This is enough water to keep us in good shape at least until late summer.





**San Simeon Well Gradient**

The well level differential between 9P2 and SS4, indicating the gradient of the well field to the effluent application site, is presently positive. This means that the groundwater elevation of the water in the effluent application site is lower than the groundwater in the production wells, and therefore effluent cannot, over time, flow toward the well field.

**Operations**

We have a new engineer assigned to help with the SSMP, Sewer System Management Plan, from John Wallace and Associates. Wastewater staff has made many needed changes and corrections and still have more to do before we have something presentable.





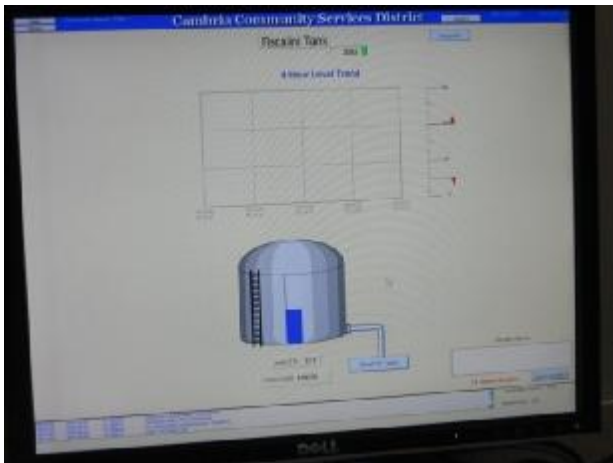
**EOC SCADA Server**



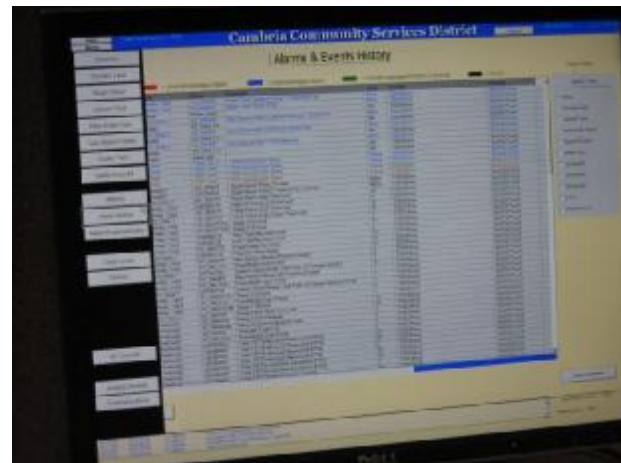
**Repeaters & PLC/Radio Modules**



**Wastewater SCADA Server**



**Fiscalini Tank Operation & Level Screen**



**Alarm & Event History Screen**

Mike Kuykendall and I traveled to Carlsbad, California to pick up our SCADA equipment at CyberNet. The equipment was still in test mode and online running in simulation. We documented all the components and packed them for shipping, then loaded them into a truck and transported them to Cambria. The base equipment is ready to be installed. The field equipment is ready to be installed in cabinets with power supplies, and then installed at the field sites. All the software has been tested, including the work screens designed for our system. The photos above show the equipment in simulation and some of the screens.

**BOARD OF DIRECTORS' MEETING  
ADDENDUM TO GENERAL MANAGER'S REPORT  
FIRE CHIEF'S REPORT**

Response information is attached and represents totals for the month of April 2009.

Progress updates and highlights regarding the different programs and services our department provides are identified below:

**Prevention and Education** (For the month of April 2009)

- 9 residential new and remodel fire plan reviews were completed.
- 14 residential and commercial technical fire inspections were conducted.
- 7 residential and commercial water appliance/conservation inspections were conducted.
- 2 engine company commercial fire and life safety inspections were conducted.
- 2 public education events
- 9 residential smoke detectors were installed and or the batteries changed.

**Operations**

- On Thursday May 14<sup>th</sup> the fire department responded to a vegetation fire that covered about five acres before it was brought under control. The fire started as a result of a tree falling into power lines and causing sparks that ignited the surrounding brush. Crews from Cambria CSD, Cal Fire, Hearst Castle and Atascadero fire departments brought the fire under control in about an hour. There were no injuries or property damaged during the incident. Area vegetation still contains a fair amount of moisture and fire behavior during this incident was not as violent as we will see later into the fire season.
- The CCSD Fire Department participated in the San Luis Obispo County Wildland Urban Interface (WUI) drill on Friday May 15<sup>th</sup>. This year the exercise was held in Arroyo Grande and involved resources from the entire County. This is the same drill that was hosted in Cambria last year and prepared area fire departments for the terrain and fire problems associated in and around Arroyo Grande.
- Engine 5791 from the CCSD Fire Department responded to the Jesusita fire in Santa Barbara as part of a San Luis Obispo County strike team. The engine and crew were committed for six days from May 6 to May 11 and were involved in structure protection during periods of intense fire activity. The crew received high praise for their performance in protecting several homes in the Santa Barbara area.
- On April 18<sup>th</sup> a diver became disoriented and was carried about a mile from his boat in the offshore currents. CCSD Fire personnel responded and began a visual search from shore. The diver was spotted and fire personnel were able to coordinate a successful rescue effort with the NCOR team and U.S. Coast Guard.

**Fire Hazard Fuel Reduction**

- § Notices for the Annual Fire Hazard Fuel Reduction Program (FHFRP) were mailed out to property owners on April 10<sup>th</sup>. The deadline for clearing vacant parcels will be June 15 with inspections to follow on June 16. The Cambria Forest Committee and Greenspace working in cooperation with the CCSD Fire Department have provided classes to local contractors in how to conduct environmentally friendly lot clearing. Future classes for contractors as well as homeowners may be added as needed. Contact the Fire Department at 927-6240 for more information.
- § The bidding for the FHFRP Contract was open on April 20 and officially ended on May 12<sup>th</sup> at 10:00 a.m. Considerations when reviewing the bids consisted of bid price, equipment, certification, insurance and the ability to complete the contract. All Bids were reviewed and the recommendation was to award the 2009 contract to Bushwhacker 1.

**“Wildfire Prevention is a Community Responsibility!”**

**Cambria CSD Fire Department  
Response Information  
January 1, 2009 - April 30, 2009**

<b>Categories</b>	Jan '09	Feb '09	Mar '09	Apr '09	May '09	June '09	July '09	Aug '09	Sept '09	Oct '08	Nov '08	Dec '08	<b>Totals</b>
Fire	1	1	0	1									<b>3</b>
Hazardous Mat.	0	0	0	0									<b>0</b>
Medical*	26	35	27	35									<b>123</b>
Vehicle TC	3	3	1	2									<b>9</b>
Hazardous Situations	1	1	10	8									<b>20</b>
Public Service Assist	5	10	2	9									<b>26</b>
False Alarms	4	1	9	5									<b>19</b>
Agency Assist	0	0	0	0									<b>0</b>
Mutual Aid	0	0	0	0									<b>0</b>
Auto Aid	0	0	0	0									<b>0</b>
Fire Investigations	0	1	0	0									<b>1</b>
<b>Monthly Response Totals</b>	<b>40</b>	<b>52</b>	<b>49</b>	<b>60</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>201</b>
<b>Cumulative Totals</b>	<b>40</b>	<b>92</b>	<b>141</b>	<b>201</b>									<b>0</b>
ALS*	0	0	0	0									<b>0</b>
Medic Engine Shift*	0	0	0	0									<b>0</b>

**BOARD OF DIRECTORS' MEETING-MAY 28, 2009  
ADDENDUM TO GENERAL MANAGER'S REPORT  
FINANCE MANAGER'S REPORT**

**BUDGET**-The Adopted Mid-Year Operating Budget for Fiscal Year 2008-2009 has been posted to the CCSD website as have been the Revenue and Expenditures for July 1, 2008 through March 31, 2009.

**EXPENDITURES**-There was one disbursements in excess of \$100,000 during April, 2009. A bond payment in the amount of \$249,295 was paid to Union Bank.

**RESERVES-LAIF BALANCE**-The balance in the Local Agency Investment Fund as of April 30, 2009 was \$4,371,310. This balance is an increase of \$95,186 from March 31, 2009 and includes interest of \$20,185.74 earned for the period of January 1-March 31, 2009. Although significant property tax revenues are received in April, due to the annual bond payment noted above, LAIF does not typically increase in April.

The LAIF Balance is made up as follows:

<u>FUND</u>	<u>AMOUNT</u>
General	\$ 4,371,310
Water	\$ -0-
Wastewater	\$ -0-

**AUDIT**-The Independent Auditors' Report and Financial Statements for Fiscal Year 2007-2008 has been posted to the CCSD website.

**CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH ENDING APRIL 30, 2009**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
ACCURATE MAILING SERVICE	49205	4/2/2009	1	\$ 40.00	WD/POSTAGE DEPOSIT FOR MAILING UTIL BILLS APR '09
ACCURATE MAILING SERVICE	49205	4/2/2009	2	40.00	WW/POSTAGE DEPOSIT FOR MAILING UTIL BILLS APR '09
ACCURATE MAILING SERVICE	49231	4/13/2009	1	41.05	WD/POSTG BAL DUE ON MAILING UTILITY BILLS 3/12/09
ACCURATE MAILING SERVICE	49231	4/13/2009	2	41.05	WW/POSTG BAL DUE ON MAILING UTILITY BILLS 3/12/09
ACCURATE MAILING SERVICE	49231	4/13/2009	3	278.73	WD/PROF MAILING SERVICES UTILITY BILLS 3/12/09
ACCURATE MAILING SERVICE	49231	4/13/2009	4	278.73	WW/PROF MAILING SERVICES UTILITY BILLS 3/12/09
ACCURATE MAILING SERVICE	49278	4/17/2009	1	4.10	WD/POSTG BAL DUE - MAILING REMINDER NOTICES 4/14
ACCURATE MAILING SERVICE	49278	4/17/2009	2	4.10	WW/POSTG BAL DUE - MAILING REMINDER NOTICES 4/14
ACCURATE MAILING SERVICE	49278	4/17/2009	3	12.86	WD/PROF MAILING SERVICES - REMINDER NOTICES 4/14
ACCURATE MAILING SERVICE	49278	4/17/2009	4	12.87	WW/PROF MAILING SERVICES - REMINDER NOTICES 4/14
				<u>753.49</u>	
ADAMS, JAMES R.	49269	4/16/2009	1	342.23	WD/MILEAGE REIMBURSEMENT 1/13 THRU 3/18/09
AERIS, INC	49210	4/2/2009	1	45.14	WW/ACETYLENE CYL. RENTAL FEBRUARY 2009
AERIS, INC	49247	4/14/2009	1	51.78	WW/ACETYLENE CYL. RENTAL MARCH 2009
				<u>96.92</u>	
AIRGAS WEST	49270	4/16/2009	1	182.24	FD/7 CYLINDERS OXYGEN 4/9/09
AIRGAS WEST	49323	4/28/2009	1	53.43	WD/1 OXYGEN CYLINDER 4/9/09
				<u>235.67</u>	
ALPHA FIRE & SECURITY	49262	4/16/2009	1	1,187.93	PM/PWR SUPPLY, HEAT DTCTRS & EOL RESISTORS 3/19/09
ALPHA FIRE & SECURITY	49324	4/28/2009	1	135.00	PM/VET'S HALL MONITOR ELEC. FIRE SYS. MAY-JULY '09
				<u>1,322.93</u>	
AMER SOC OF COMPOSERS,	49263	4/16/2009	1	146.04	PROS/MUSIC LICENSE FEES 1/1/09 THRU 6/14/09
AMI PIPE & SUPPLY	49325	4/28/2009	1	162.81	WW/PLUMBING SUPPLIES 4/6/09
AT&T PAYMENT CENTER	49211	4/2/2009	1	291.20	WD/ALARM VAN GORDON RD-WELLFIELD MARCH 2009
AT&T PAYMENT CENTER	49264	4/16/2009	1	1,750.88	WD/SCADA SYS- WD CNXN DEC. 2008-APRIL 2009
AT&T PAYMENT CENTER	49271	4/16/2009	1	656.86	WW/CIRCUIT ALARM SYSTEM APRIL 2009
AT&T PAYMENT CENTER	49271	4/16/2009	1	291.20	WD/ALARM VAN GORDON RD-WELLFIELD APRIL 2009
				<u>2,990.14</u>	
AT&T/CALNET2	49212	4/2/2009	1	27.44	WD/TELEMETRY SYS. MONTHLY CHARGES FEBRUARY 2009
AT&T/CALNET2	49212	4/2/2009	1	27.44	WD/BLDG. PUMP LMRT. TANK FEBRUARY 2009
AT&T/CALNET2	49212	4/2/2009	1	115.76	WD/PHONE & FAX MONTHLY CHARGES FEBRUARY 2009
AT&T/CALNET2	49272	4/16/2009	1	526.90	ADM/MAIN OFFICE MONTHLY CHARGES MARCH 2009
AT&T/CALNET2	49326	4/28/2009	1	15.84	WW/FAX MONTHLY CHARGES MARCH 2009
AT&T/CALNET2	49326	4/28/2009	1	15.44	WD/TELEMETRY SYS. MONTHLY CHARGES MARCH 2009
AT&T/CALNET2	49326	4/28/2009	1	29.54	PM/VET'S HALL ALARM MARCH 2009
AT&T/CALNET2	49326	4/28/2009	1	15.45	ADM/RADIO VAULT MARCH 2009
AT&T/CALNET2	49326	4/28/2009	1	17.62	WD/BLDG. PUMP LMRT. TANK MARCH 2009
AT&T/CALNET2	49326	4/28/2009	1	16.47	ADM/FAX MONTHLY CHARGES MARCH 2009
AT&T/CALNET2	49326	4/28/2009	1	72.90	WD/PHONE & FAX MONTHLY CHARGES MARCH 2009
AT&T/CALNET2	49326	4/28/2009	1	168.43	FD/MAIN OFFICE MONTHLY CHARGES MARCH 2009
AT&T/CALNET2	49326	4/28/2009	1	118.93	WW/MAIN OFFICE MONTHLY CHARGES MARCH 2009
				<u>1,168.16</u>	
BITTO, JOHN STEVEN	49216	4/8/2009	1	150.00	RC/REBATE WASHING MACHINE 04/02/09
BODE, BRYAN	49217	4/8/2009	1	150.00	RC/REBATE 1.0 GALLON TOILET 4/2/09
BODE, BRYAN	49232	4/14/2009	1	45.00	ADM/MONTHLY CELLULAR PHONE SERVICE REIMB APR '09
				<u>195.00</u>	
BORAH'S AWARDS	49274	4/16/2009	1	459.80	FD/NAME TAGS, PASS TAGS, TAG BOARDS 4/8/09
BRENNTAG PACIFIC, INC.	49266	4/16/2009	1	664.22	WW/CHEMICALS 4/7/09
BRENNTAG PACIFIC, INC.	49275	4/16/2009	1	508.03	WD/CHEMICALS 4/7/09
				<u>1,172.25</u>	

**CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH ENDING APRIL 30, 2009**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
BRUNS, DARYL	49267	4/16/2009	1	150.00	RC/LOW-FLOW CLOTHES WASHER REBATE 4/14/09
CAMBRIA AUTO PARTS	49248	4/14/2009	1	75.08	WW/HEX KEY SET & METERING KEY SET + UPS 3/8/09
CAMBRIA AUTO PARTS	49248	4/14/2009	2	98.75	WW/4-GALLONS OIL & 4 OIL FILTERS 3/8/09
CAMBRIA AUTO PARTS	49248	4/14/2009	1	105.17	PM/FILTER, DEGREASER, SEALER, FLUID & HOSE 3/4/09
CAMBRIA AUTO PARTS	49248	4/14/2009	2	9.64	PM/GREASE 3/4/09
CAMBRIA AUTO PARTS	49248	4/14/2009	1	253.88	PM/FILTER KIT, RADIATOR HOSE, CLAMPS 3/9/09
CAMBRIA AUTO PARTS	49248	4/14/2009	2	-	CONT'D HELICOIL KIT, PAN GASKET, WATER PUMP 3/9/09
CAMBRIA AUTO PARTS	49248	4/14/2009	1	196.14	PM/SPARK PLUGS & WIRES, DRIVE BELT 3/12/09
CAMBRIA AUTO PARTS	49248	4/14/2009	2	-	CONT'D. CLAMPS, T-COVER GASKETS, STUD KITS 3/12/09
CAMBRIA AUTO PARTS	49248	4/14/2009	3	18.86	PM/TORK SOCKET, TAP WRENCH 3/12/09
CAMBRIA AUTO PARTS	49248	4/14/2009	1	66.26	PM/EPOXY, TRANS FLUID BYPASS HOSE, CLAMPS 3/16/09
CAMBRIA AUTO PARTS	49248	4/14/2009	2	71.50	PM/HEATER HOSE, ANTI-FREEZE, FLOOR MATS 3/16/09
CAMBRIA AUTO PARTS	49248	4/14/2009	1	26.59	ADM/AIR PRESSURE GAUGE FOR PRIUS 3/14/09
CAMBRIA AUTO PARTS	49248	4/14/2009	1	9.74	PM/ELEC. CLEANER & CLAMP 3/25/09
CAMBRIA AUTO PARTS	49248	4/14/2009	2	7.19	PM/BATTERY BRUSH 3/25/09
CAMBRIA AUTO PARTS	49248	4/14/2009	3	83.26	PM/BATT. POST ENDS, HYDRAULIC OIL, COOLANT 3/25/09
CAMBRIA AUTO PARTS	49265	4/16/2009	1	36.73	WD/SILICONE, FLOOR DRY, SPARK PLUGS 3/4/09
CAMBRIA AUTO PARTS	49265	4/16/2009	2	-	CONT'D. EPOXY, SEALER, FUEL HOSE, CARB SPRY 3/4/09
CAMBRIA AUTO PARTS	49265	4/16/2009	3	86.50	WD/SEAT COVER 3/4/09
CAMBRIA AUTO PARTS	49273	4/16/2009	1	13.19	FD/ARMOR-ALL & TIRESHINE 4/7/09
				<u>1,158.48</u>	
CAMBRIA HARDWARE CENTER	49253	4/14/2009	1	3.21	WD/M&R WATER DIST. MARCH 2009
CAMBRIA HARDWARE CENTER	49253	4/14/2009	2	42.42	WD/M&R WATER FIRE HYDRANTS MARCH 2009
CAMBRIA HARDWARE CENTER	49253	4/14/2009	3	40.12	WD/M&R GROUNDS MARCH 2009
CAMBRIA HARDWARE CENTER	49253	4/14/2009	4	25.17	WD/OPERATING SUPPLIES MARCH 2009
CAMBRIA HARDWARE CENTER	49253	4/14/2009	1	3.84	WW/M&R WW TRTMT MARCH 2009
CAMBRIA HARDWARE CENTER	49253	4/14/2009	1	67.30	PM/M&R BUILDINGS MARCH 2009
CAMBRIA HARDWARE CENTER	49253	4/14/2009	2	659.92	PM/M&R GROUNDS MARCH 2009
CAMBRIA HARDWARE CENTER	49253	4/14/2009	3	30.01	PM/M&R VEHICLES MARCH 2009
CAMBRIA HARDWARE CENTER	49253	4/14/2009	4	123.24	PM/OPERATING SUPPLIES MARCH 2009
CAMBRIA HARDWARE CENTER	49253	4/14/2009	1	8.34	ADM/OFFICE SUPPLIES MARCH 2009
CAMBRIA HARDWARE CENTER	49253	4/14/2009	1	43.54	FD/M&R BUILDINGS MARCH 2009
CAMBRIA HARDWARE CENTER	49253	4/14/2009	2	71.85	FD/M&R GROUNDS MARCH 2009
CAMBRIA HARDWARE CENTER	49253	4/14/2009	3	21.44	FD/OPERATING SUPPLIES MARCH 2009
				<u>1,140.40</u>	
CAMBRIA TIRE & AUTO	49277	4/16/2009	1	226.52	WD/MOUNT & BALANCE 1 TIRE & VALVE STEM 11/17/08
CAMBRIA TIRE & AUTO	49330	4/28/2009	1	571.15	WW/ALIGN FRONT END, REPL. DRAG LINK 4/16/09
				<u>797.67</u>	
CAMBRIA VILLAGE PHARMACY	49254	4/14/2009	1	23.40	ADM/UTILITY BILL COLLECTION MARCH 2009
CAMBRIA VILLAGE SQUARE	49209	4/2/2009	1	4,242.84	ADM/MONTHLY OFFICE LEASE PYMT 1316 TAMSON MAR '09
CARMEL & NACCASHA LLP	49233	4/14/2009	1	6,600.00	ADM/MONTHLY RETAINER LEGAL SERVICES APRIL '09
CARMEL & NACCASHA LLP	49319	4/28/2009	1	4,290.00	ADM/LEGAL SERVICES MARCH 2009
CARMEL & NACCASHA LLP	49319	4/28/2009	2	2,739.00	WD/LEGAL SERVICES MARCH 2009
CARMEL & NACCASHA LLP	49319	4/28/2009	3	759.00	WW/LEGAL SERVICES MARCH 2009
CARMEL & NACCASHA LLP	49319	4/28/2009	4	17.65	ADM/COPYING COSTS MARCH 2009
CARMEL & NACCASHA LLP	49319	4/28/2009	5	17.65	WD/COPYING COSTS MARCH 2009
CARMEL & NACCASHA LLP	49319	4/28/2009	6	17.65	WW/COPYING COSTS MARCH 2009
CARMEL & NACCASHA LLP	49319	4/28/2009	7	(6,600.00)	ADM/LESS MARCH 2009 RETAINER
CARMEL & NACCASHA LLP	49319	4/28/2009	1	314.50	ADM/LITIGATION SERVICES - WARREN MARCH 2009
CARMEL & NACCASHA LLP	49319	4/28/2009	2	1,507.75	WD/LITIGATION SERVICES - BERGE MARCH 2009
CARMEL & NACCASHA LLP	49319	4/28/2009	3	1,655.75	WD/LITIGATION SERVICES - LANDWATCH MARCH 2009
CARMEL & NACCASHA LLP	49319	4/28/2009	4	1,979.50	WD/LITIGATION SERVICES - LINDSEY MARCH 2009
CARMEL & NACCASHA LLP	49319	4/28/2009	5	1,507.75	WW/LITIGATION SERVICES - BERGE MARCH 2009
CARMEL & NACCASHA LLP	49319	4/28/2009	6	1,655.75	WW/LITIGATION SERVICES - LANDWATCH MARCH 2009
CARMEL & NACCASHA LLP	49319	4/28/2009	7	1,979.50	WW/LITIGATION SERVICES - LINDSEY MARCH 2009
CARMEL & NACCASHA LLP	49319	4/28/2009	8	25.68	WW/SHIPPING - BERGE MARCH 2009
CARMEL & NACCASHA LLP	49319	4/28/2009	9	25.69	WD/SHIPPING BERGE MARCH 2009
CARMEL & NACCASHA LLP	49319	4/28/2009	10	27.04	WD/SHIPPING LINDSEY MARCH 2009
				<u>18,519.86</u>	

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CELLULAR ONE	49213	4/2/2009	1	13.90	FD/CELLULAR PHONE SERVICE FEBRUARY 2009
CELLULAR ONE	49213	4/2/2009	2	20.77	WD/CELLULAR PHONE SERVICE FEBRUARY 2009
CELLULAR ONE	49213	4/2/2009	3	19.75	WW/CELLULAR PHONE SERVICE FEBRUARY 2009
CELLULAR ONE	49213	4/2/2009	4	37.03	PM/CELLULAR PHONE SERVICE FEBRUARY 2009
CELLULAR ONE	49327	4/28/2009	1	11.44	FD/CELLULAR PHONE SERVICE 3/9-4/8/09
CELLULAR ONE	49327	4/28/2009	2	21.38	WD/CELLULAR PHONE SERVICE 3/9-4/8/09
CELLULAR ONE	49327	4/28/2009	3	19.45	WW/CELLULAR PHONE SERVICE 3/9-4/8/09
CELLULAR ONE	49327	4/28/2009	4	36.93	PM/CELLULAR PHONE SERVICE 3/9-4/8/09
				<u>180.65</u>	
CHAPARRAL BUSINESS MACHIN	49268	4/16/2009	1	115.00	WD/LABOR TO SERVICE PRINTER AT WATER DEPT. 2/13/09
CHAPARRAL BUSINESS MACHIN	49328	4/28/2009	1	30.80	ADM/BLACK TONER FOR RICOH 3/30/09
CHAPARRAL BUSINESS MACHIN	49328	4/28/2009	2	30.80	WD/BLACK TONER FOR RICOH 3/30/09
CHAPARRAL BUSINESS MACHIN	49328	4/28/2009	3	30.79	WW/BLACK TONER FOR RICOH 3/30/09
				<u>207.39</u>	
CITIZENS BUSINESS BANK	49230	4/10/2009	1	139,945.00	WD/LOAN PAYMENT RE-FI OF 1995 BONDS 5/1/09
CITIZENS BUSINESS BANK	49230	4/10/2009	2	22,096.91	WD/LOAN PAYMENT RE-FI OF 1995 BONDS 5/1/09
CITIZENS BUSINESS BANK	49230	4/10/2009	3	75,355.00	WW/LOAN PAYMENT RE-FI OF 1995 BONDS 5/1/09
CITIZENS BUSINESS BANK	49230	4/10/2009	4	11,898.34	WW/LOAN PAYMENT RE-FI OF 1995 BONDS 5/1/09
				<u>249,295.25</u>	
COASTAL REPROGRAPHIC SVCS	49331	4/29/2009	1	495.90	WD/PRINTING PROP 218 MAILING NOTICES 4/24/09
COASTAL REPROGRAPHIC SVCS	49331	4/29/2009	2	495.90	WW/PRINTING PROP 218 MAILING NOTICES 4/24/09
				<u>991.80</u>	
COLANTUONO & LEVIN, PC	49320	4/28/2009	1	2,282.50	WD/PROP. 218 LEGAL SERVICES MARCH 2009
COLANTUONO & LEVIN, PC	49320	4/28/2009	2	2,282.50	WW/PROP. 218 LEGAL SERVICES MARCH 2009
				<u>4,565.00</u>	
COLLINGS & ASSOCIATES	49249	4/14/2009	1	250.00	FD/FIRE SPRINKLER REVIEW 2301 ROMNEY DRIVE 3/9/09
CORBIN WILLITS SYSTEMS	49206	4/2/2009	1	1,174.12	ADM/MONTHLY SUPPORT AGREEMT-MOM SOFTWARE APR '09
CREEK ENVIRONMENTAL LAB.	49214	4/2/2009	1	182.00	WD/COLIFORM LAB TESTS FEBRUARY 2009
CREEK ENVIRONMENTAL LAB.	49329	4/28/2009	1	224.00	WD/COLIFORM LAB TESTS MARCH 2009
				<u>406.00</u>	
CROSBY & CINDRICH, CPAs	49276	4/16/2009	1	2,130.00	ADM/C.A.F.R. MARCH 2009
CRYSTAL SPRING WATER CO.	49250	4/14/2009	1	49.28	WW/DRINKING WATER & RENTAL MARCH 2009
CULLIGAN-KITZMAN WATER	49255	4/14/2009	1	37.00	FD/28 DAY WATER-SOFTENER SERVICE 3/31/09
DAVIDSON ASSOCIATES	49207	4/2/2009	1	1,530.00	ADM/WEB REVISIONS & DEVELOPMENT JANUARY 2009
DAVIDSON ASSOCIATES	49207	4/2/2009	2	663.00	PROS/MEETINGS & COORDINATION JANUARY 2009
DAVIDSON ASSOCIATES	49207	4/2/2009	3	204.00	PROS/FINAL STATE BILLING SR CREEK PROJECT 1/2009
DAVIDSON ASSOCIATES	49207	4/2/2009	4	102.00	PROS/GUTHRIE BIANCHINI REVISED BILLING JAN. 2009
DAVIDSON ASSOCIATES	49207	4/2/2009	5	841.50	ADM/MISCELLANEOUS JANUARY 2009
DAVIDSON ASSOCIATES	49207	4/2/2009	6	510.00	PROS/EIR MEETING MORRO GROUP JANUARY 2009
DAVIDSON ASSOCIATES	49207	4/2/2009	7	229.50	ADM/GRANT MONITORING JANUARY 2009
DAVIDSON ASSOCIATES	49207	4/2/2009	8	127.50	PROS/MOONSTONE CONNECTOR TRAIL MOU JANUARY 2009
DAVIDSON ASSOCIATES	49207	4/2/2009	9	969.00	PROS/FLOOD CONTROL GRAND OPENING COORD. 1/2009
DAVIDSON ASSOCIATES	49207	4/2/2009	10	102.00	PROS/POCKET PARK MEET W/LANDSCAPER JANUARY 2009
DAVIDSON ASSOCIATES	49207	4/2/2009	11	(5,304.00)	ADM/LESS JANUARY 2009 ADVANCE
DAVIDSON ASSOCIATES	49207	4/2/2009	12	25.51	ADM/AMOUNT DUE CCSD JANUARY 2009
DAVIDSON ASSOCIATES	49207	4/2/2009	1	5,304.00	ADM/MONTHLY RETAINER / DEPOSIT- PROF SVCS APR '09
				<u>5,304.01</u>	
DREYFUS, ANDY	49252	4/14/2009	1	73.73	WW/STARTER FOR VACTOR 3/31/09
EFLEXGROUP.COM, INC.	49218	4/8/2009	1	208.50	ADM/HRA MONTHLY & EFLEX DEBIT CARD APRIL 2009
EFLEXGROUP.COM, INC.	49303	4/21/2009	1	50.00	ADM/COBRA MONTHLY ADMIN FEE MARCH 2009
				<u>258.50</u>	

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ENNIX INCORPORATED	49208	4/2/2009	1	2,975.00	WW/ DIGESTER OPTIMIZATION INV #5645 3/8/09-4/7/09
FARM PLAN	49256	4/14/2009	1	44.80	PM/JD DRAWBAR 3/16/09
FARM PLAN	49256	4/14/2009	1	871.02	PM/MISC PARTS FOR THE JD TRACTOR 3/31/09
				915.82	
FERGUSON ENT., INC #632	49219	4/8/2009	1	514.80	WD/UNIV AIR RELEASE VALVE 3/18/09
FERGUSON ENT., INC #632	49257	4/14/2009	1	699.10	WD/DBL SSL STRP NYL, MISC PARTS 3/27/09
FERGUSON ENT., INC #632	49257	4/14/2009	1	224.77	WD/REDI CLAMPS 4/2/09
FERGUSON ENT., INC #632	49257	4/14/2009	1	54.13	WD/CTS SDR9 HDPE PIPE 200 4/2/09
				1,492.80	
FGL ENVIRONMENTAL	49332	4/29/2009	1	481.00	WW/INORGANIC & ORGANIC LAB ANALYSIS 3/3/09
FIREHOUSE MAGAZINE	49281	4/21/2009	1	29.95	FD/1 YEAR PUBLICATION MAY'09-APRIL'10
FIRMA CONSULTANTS, INC.	49304	4/21/2009	1	2,239.75	WD/PROF SVCS-STUART TANKS # 3 PROJECT 3/16-4/13/09
FIRST BANKCARD	49333	4/29/2009	1	-	ADM/K. CHOATE VISA CHARGES APRIL 2009
FIRST BANKCARD	49333	4/29/2009	2	19.00	ADM/POSTAGE DUE CHARGES APRIL 2009
FIRST BANKCARD	49333	4/29/2009	1	-	WW/B. BODE VISA CHARGES APRIL 2009
FIRST BANKCARD	49333	4/29/2009	2	337.66	WW/DRI*NUANCE ORDERFIND.COM APRIL 2009
FIRST BANKCARD	49333	4/29/2009	1	-	FD/M. MILLER VISA CHARGES APRIL 2009
FIRST BANKCARD	49333	4/29/2009	2	232.20	FD/GUEST SERVICES-UNIT APRIL 2009
FIRST BANKCARD	49333	4/29/2009	1	-	ADM/B. GRESENS VISA CHARGES APRIL 2009
FIRST BANKCARD	49333	4/29/2009	2	116.88	WD/BUDGETING SOFTWARE APRIL 2009
FIRST BANKCARD	49333	4/29/2009	3	116.88	WW/BUDGETING SOFTWARE APRIL 2009
FIRST BANKCARD	49333	4/29/2009	4	250.00	ADM/MEMBERSHIP ASCE 01/01/09-12/31/09
				1,072.62	
GREAT WESTERN ALARM &	49334	4/29/2009	1	545.95	ADM/MONTHLY ANSWERING SERVICE 3/23-4/23/09
GRESENS, ROBERT C.	49234	4/14/2009	1	45.00	WD/MONTHLY CELLULAR PHONE SERVICE REIMB APR '09
HARVEYS HONEYHUTS	49335	4/29/2009	1	77.09	FD/TOILET RENTAL SHADED FUEL BREAK PROJECT 4/06/09
HEAD, RON	49220	4/8/2009	1	400.00	WD/TEST & REPAIR BACKFLOW DEVICES 3/20/09
HOME DEPOT CREDIT SERVICE	49221	4/8/2009	1	646.79	FD/TRAINING ROOM PROJECT 3/6/09
HOME DEPOT CREDIT SERVICE	49221	4/8/2009	1	99.76	FD/OPERATING SUPPLIES 3/12/09
				746.55	
INNOVATIVE CONCEPTS	49222	4/8/2009	1	75.00	ADM/TECH SUPPORT 3/25/09
INNOVATIVE CONCEPTS	49222	4/8/2009	1	839.30	FD/BROADBAND SERVICES APRIL 2009
INNOVATIVE CONCEPTS	49222	4/8/2009	2	839.30	PM/BROADBAND SERVICES APRIL 2009
INNOVATIVE CONCEPTS	49222	4/8/2009	3	934.30	ADM/BROADBAND SERVICES/DIALUP/X-CHANGE APRIL 2009
INNOVATIVE CONCEPTS	49222	4/8/2009	4	839.30	WD/BROADBAND SERVICES/DIALUP/X-CHANGE APRIL 2009
INNOVATIVE CONCEPTS	49222	4/8/2009	5	839.30	WW/BROADBAND SERVICES APRIL 2009
INNOVATIVE CONCEPTS	49258	4/14/2009	1	50.00	ADM/TECH SUPPORT 4/6/09
INNOVATIVE CONCEPTS	49306	4/21/2009	1	50.00	WD/TECH SUPPORT PROP 218 3/11/09
INNOVATIVE CONCEPTS	49306	4/21/2009	2	50.00	WW/TECH SUPPORT PROP 218 3/11/09
INNOVATIVE CONCEPTS	49306	4/21/2009	1	500.00	WD/TECH SUPPORT PROP 218 4/1/09
INNOVATIVE CONCEPTS	49306	4/21/2009	2	500.00	WW/TECH SUPPORT PROP 218 4/1/09
INNOVATIVE CONCEPTS	49306	4/21/2009	1	100.00	WD/TECH SUPPORT PROP 218 4/10/09
INNOVATIVE CONCEPTS	49306	4/21/2009	2	100.00	WW/TECH SUPPORT PROP 218 4/10/09
INNOVATIVE CONCEPTS	49306	4/21/2009	1	25.00	ADM/TECH SUPPORT 4/13/09
INNOVATIVE CONCEPTS	49306	4/21/2009	1	25.00	ADM/TECH SUPPORT 4/13/09
				5,766.50	
J B DEWAR	49259	4/14/2009	1	1,146.89	WW/DIESEL FUEL 3/23/09
J B DEWAR	49307	4/21/2009	1	1,586.64	WW/DIESEL FUEL CHARGES 4/7/09
J B DEWAR	49307	4/21/2009	1	802.18	FD/GASOLINE & DIESEL FUEL CHARGES 4/7/09
J B DEWAR	49307	4/21/2009	1	649.26	WD/GASOLINE & DIESEL FUEL CHARGES 4/7/09
				4,184.97	



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JOHN WRIGHT CONSTRUCTION	49336	4/29/2009	1	250.00	WW/CRANE SERVICE INFLUENT SUCTION PIPE 4/15/09
JP TOOL REPAIR	49308	4/21/2009	1	34.15	FD/# 6519689 SWITCH 4/8/09
KEIR, DAVID/BARBARA	49223	4/8/2009	1	100.00	RC/REBATE 1.5 GALLON TOILET 04/02/09
KIMES, DAVID	49224	4/8/2009	1	150.00	RC/REBATE CLOTHES WASHER 4/2/09
KUYKENDALL, MICHAEL	49235	4/14/2009	1	45.00	WW/MONTHLY CELLULAR PHONE SERVICE REIMB APR '09
L.N. CURTIS & SONS	49261	4/14/2009	1	2,960.10	FD/DURABUILT HOSES 3/12/09
LAHR ELECTRIC MOTORS	49260	4/14/2009	1	800.00	WW/REBUILD MOTOR FOR STATION #4 4/1/09
LAHR ELECTRIC MOTORS	49337	4/29/2009	1	880.25	WW/REBUILD ELECTRIC MOTOR INF PUMP 3/16/09
				<u>1,680.25</u>	
LAWSON PRODUCTS	49338	4/29/2009	1	1,709.84	WW/M&R WW COLLECTION SYSTEM MISC PARTS 3/23/09
LAWSON PRODUCTS	49338	4/29/2009	1	194.18	WW/PLUG STYLE GT GOLD TAP 4/9/09
LAWSON PRODUCTS	49338	4/29/2009	1	107.45	WW/HEAVY DUTY KEY INSERT 4/15/09
				<u>2,011.47</u>	
LIGHTHOUSE LITHO	49225	4/8/2009	1	2.15	ADM/3 PART PAF/REMAINING BALANCE 10/23/06
LINDSAY, KATHERINE	49226	4/8/2009	1	150.00	RC/REBATE CLOTHES WASHER 4/2/09
MATTRESS & BED SUPERSTORE	49309	4/21/2009	1	1,356.06	FD/MATTRESS FRAMES & SETS 4/15/09
MCDOWELL, CHERYL/RANDY	49227	4/8/2009	1	150.00	RC/REBATE CLOTHES WASHER 4/2/09
MCMASTER-CARR SUPPLY CO	49228	4/8/2009	1	139.89	WW/SINK SHANK/60 DEGREE ANGLE/FLUTE 3/24/09
MCMASTER-CARR SUPPLY CO	49339	4/29/2009	1	15.12	WW/WATER HEATER REPLACEMENT PART 3/31/09
				<u>155.01</u>	
MEDSTOP URGENT CARE	49340	4/29/2009	1	1,775.00	FD/PHYSICALS & DRUG SCREENS FOR RESERVISTS 4/15/09
MENDOZA, CARLOS	49236	4/14/2009	1	22.50	ADM/MONTHLY CELLULAR PHONE SERVICE REIMB APR '09
MENDOZA, CARLOS	49236	4/14/2009	2	22.50	PM/MONTHLY CELLULAR PHONE SERVICE REIMB APR '09
				<u>45.00</u>	
MEYER SIGN & ADVERTISING	49341	4/29/2009	1	649.88	PM/DOG BEHAVIOR SIGN FOR FISCALINI RANCH 4/15/09
MICCICHI, RICHARD	49229	4/8/2009	1	200.00	RC/REBATE 2 1.5 GALLON TOILETS 4/2/09
MILLER, MARK	49237	4/14/2009	1	45.00	FD/MONTHLY CELLULAR PHONE SERVICE REIMB APR '09
MINER'S ACE HARDWARE	49342	4/29/2009	1	112.47	WW/SUPPLIES REPAINT GRAFFITI SR CREEK TRAIL 4/2/09
MISSION LINEN SUPPLY	49310	4/21/2009	1	300.82	WD/LINEN SERVICE & UNIFORM CLEANING MARCH 2009
MISSION LINEN SUPPLY	49310	4/21/2009	2	34.60	PM/LINEN SERVICE & UNIFORM CLEANING MARCH 2009
				<u>335.42</u>	
MULLAHEY FORD	49282	4/21/2009	1	1,038.98	FD/ALTERNATOR FOR RESCUE 5700 03/03/09
NORTH COAST TREE SERVICE	49312	4/28/2009	1	400.00	WW/REMOVE 2 DEAD PINES-5360 PEMBROOK DR. 04/07/09
OLLIVIER, SCOTT	49283	4/21/2009	1	150.00	RC/LOW FLOW CLOTHES WASHER REBATE 03/21/09

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PACIFIC GAS & ELECTRIC	49285	4/21/2009	1	4.59	PM/ELEC SVC 3195 RODEO GROUNDS RD 2/28-3/30/09
PACIFIC GAS & ELECTRIC	49285	4/21/2009	1	40.76	WW/ELEC SVC 990 SAN SIMEON CRK RD 2/28-3/30/09
PACIFIC GAS & ELECTRIC	49285	4/21/2009	1	13.75	ADM/ELEC SVC 1316 TAMSON #203 2/28-3/30/09
PACIFIC GAS & ELECTRIC	49285	4/21/2009	1	16.74	WD/ELEC SVC 7806 VAN GORDON CRK ROD 2/28-3/30/09
PACIFIC GAS & ELECTRIC	49285	4/21/2009	1	10.66	WD/ELEC SVC MANOR WAY-PK TANKS 3/03-4/01/09
PACIFIC GAS & ELECTRIC	49285	4/21/2009	1	178.13	WD/ELEC SVC 2820 SANTA ROSA CRK RD 3/03-04/01/09
PACIFIC GAS & ELECTRIC	49313	4/28/2009	1	642.47	FD/ELEC SVC 02/28/09-04/07/09
PACIFIC GAS & ELECTRIC	49313	4/28/2009	2	118.20	PM/ELEC SVC VETS HALL 02/28/09-04/07/09
PACIFIC GAS & ELECTRIC	49313	4/28/2009	3	54.96	PM/ELEC SVC PUBLIC RESTROOMS 02/28/09-04/07/09
PACIFIC GAS & ELECTRIC	49313	4/28/2009	4	1,120.71	PM/ELEC SVC STREET LIGHTS 02/28/09-04/07/09
PACIFIC GAS & ELECTRIC	49313	4/28/2009	5	ADM/ELEC SVC 02/28/09-4/07/09	
PACIFIC GAS & ELECTRIC	49313	4/28/2009	6	6,166.27	WD/ELEC SVC 02/28/09-4/07/09
PACIFIC GAS & ELECTRIC	49313	4/28/2009	7	11,194.66	WW/ELEC SVC 02/28/09-4/07/09
				<u>20,002.65</u>	
PACIFIC RESCUE	49284	4/21/2009	1	952.00	FD/TRT-TECHNICAL RESCUE EQUIPMENT 04/06/09
PASO ROBLES DEPT. OF	49280	4/17/2009	1	195.00	FD/DRIVER/OPERATOR TRNG 1B FOR S.WEBER 5/18-5/22
PASO ROBLES DEPT. OF	49280	4/17/2009	1	195.00	FD/DRIVER/OPERATOR 1A FOR S.WEBER 04/20-04/24/09
				<u>390.00</u>	
PHONE CENTER BUSINESS CON	49286	4/21/2009	1	125.00	ADM/MAINT./REPAIR ON OFFICE PHONES 04/08/09
PROCARE JANITORIAL SUPPLY	49287	4/21/2009	1	298.40	PM/JANITORIAL SUPPLIES, PAPER PRODUCTS 04/08/09
PROCARE JANITORIAL SUPPLY	49287	4/21/2009	1	77.86	ADM/JANITORIAL SUPPLIES, PAPER PRODUCTS 04/08/09
				<u>376.26</u>	
QUILL CORP	49239	4/14/2009	1	291.97	ADM/COPY PAPER, SUPPLIES 2/12/09
QUILL CORP	49239	4/14/2009	1	40.50	ADM/NAME PLATES 2/11/09
QUILL CORP	49239	4/14/2009	1	70.65	ADM/MOISTENER, HOLE PUNCH, PRINT SUPP 2/18/09
QUILL CORP	49239	4/14/2009	1	20.26	ADM/LETTER SIZE FILE FOLDERS 2/18/09
QUILL CORP	49239	4/14/2009	1	149.58	ADM/PRINTER PAPER, PENS, LIQUID PAPER 2/26/09
QUILL CORP	49239	4/14/2009	1	93.96	ADM/PRESSBOARD BINDERS 2/26/09
QUILL CORP	49239	4/14/2009	1	104.49	ADM/LASER PAPER, CORRECTION TAPE 3/04/09
QUILL CORP	49239	4/14/2009	1	84.71	ADM/LASER PAPER, WIRELESS MEDIA, 03/12/09
QUILL CORP	49239	4/14/2009	1	5.78	ADM/TANGLE FREE TWIST STOPS 3/12/09
QUILL CORP	49239	4/14/2009	1	120.81	ADM/ENVELOPES, LEGAL PADS, POCKETS, SOAP 03/18/09
QUILL CORP	49239	4/14/2009	1	15.75	ADM/PRINTER PAPER 03/18/09
QUILL CORP	49239	4/14/2009	1	172.44	ADM/LASER PRINTER PAPER, MAGIC TAPE, PENS 03/23/09
QUILL CORP	49239	4/14/2009	1	111.39	ADM/STORAGE BOX, RULED PADS, PAGE MARKERS, 03/26
QUILL CORP	49288	4/21/2009	1	39.22	FD/LABELS,ENTRD STMP,PD STMP,VINYL LTRS/NUM 3/02
QUILL CORP	49288	4/21/2009	1	16.70	FD/3PKS VINYL LETTERS AND NUMBERS 03/02/09
QUILL CORP	49288	4/21/2009	1	107.12	ADM/BINDER CLIPS, HAMMERMILL LASER PAPER 04/03/09
QUILL CORP	49288	4/21/2009	1	26.12	ADM/TRANSPARENT PKTS, MESH CUP, PAPER CLIPS 04/08
QUILL CORP	49288	4/21/2009	1	94.39	ADM/HAMMERMILL LASER PRINT PAPER 04/08/09
QUILL CORP	49314	4/28/2009	1	141.60	ADM/LASER PRINT PAPER,INK PEN,SHARPIE 04/13/09
QUILL CORP	49314	4/28/2009	1	14.59	ADM/POST-ITS 04/13/09
QUILL CORP	49314	4/28/2009	1	73.01	ADM/LASER PRINTER PAPER, KEY TAGS 04/16/09
				<u>1,795.04</u>	
RBF CONSULTING	49289	4/21/2009	1	240.00	WD/PROF SVCS-STUART ST TANKS PRE-DESIGN 2/01-2/28
RBF CONSULTING	49289	4/21/2009	2	249.20	WD/PROF SVCS-STUART ST TANKS ENVIRONMTL 2/01-2/28
				<u>489.20</u>	
REGNS INTRST BILLING SVC	49290	4/21/2009	1	3.73	FD/WASHER, SEALING PARTS FOR WT-57 01/21/09
RITTERBUSH REPAIR SERVICE	49291	4/21/2009	1	1,025.00	FD/MAINT. & REPAIR ON RESCUE,WT-57,ENG 97,ENG 86
ROWE, LENORE	49240	4/14/2009	1	180.00	RC/REIMBURSE FOR LOT LINE ADJ - VOL MERGER 2/11/09
RUDOCK, TAMMY	49238	4/14/2009	1	45.00	ADM/MONTHLY CELLULAR PHONE SERVICE REIMB APR '09

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VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
SAN LUIS MAILING SERVICE	49292	4/21/2009	1	655.74	FD/POSATAGE -FHFR NOTICE 04/10/09
SAN LUIS MAILING SERVICE	49292	4/21/2009	2	263.23	FD/PROF MAIL SVC-FHFR NOTICE 04/10/09
SAN LUIS MAILING SERVICE	49311	4/28/2009	1	756.03	WD/POSTAGE PROP 218 MAILING 4/27/09
SAN LUIS MAILING SERVICE	49311	4/28/2009	2	756.03	WW/POSTAGE PROP 218 MAILING 4/27/09
SAN LUIS MAILING SERVICE	49311	4/28/2009	3	291.49	WW/PROF MAILING SERVICES PROP 218 4/27/09
SAN LUIS MAILING SERVICE	49311	4/28/2009	4	291.49	WW/PROF MAILING SERVICE PROP 218 4/27/09
				<u>3,014.01</u>	
SANDERS, GREGORY	49293	4/21/2009	1	450.00	RC/LOW FLOW TOILET REBATE 02/27/09
SANDERS, MILT	49294	4/21/2009	1	150.00	RC/LOW FLOW TOILET REBATE 03/09/09
SDRMA	49241	4/14/2009	1	22,933.00	ADM/PRE-PD WORKERS COMP INSUR PREMIUM 4/1-6/30/09
SELECT BUSINESS SYSTEMS	49295	4/21/2009	1	54.97	FD/SHARP X350 MNTLY SVC AGRMNT 02/25/09-03/25/09
SELECT BUSINESS SYSTEMS	49295	4/21/2009	1	8.00	FD/BLACK TONER-SHARP X350 04/07/09
SELECT BUSINESS SYSTEMS	49315	4/28/2009	1	14.90	FD/SHARP X350 TONER-COLOR/BLACK 04/08/09
				<u>77.87</u>	
SESSER PLUMBING	49242	4/14/2009	1	115.00	FD/REPAIR SHOWER VALVE MENS RESTROOM 03/16/09
SLO COUNTY	49296	4/21/2009	1	420.37	WD/CROSS CONNECTION-INSPECTN & ADM COST 1/1-2/28
SLO COUNTY NEWSPAPERS	49243	4/14/2009	1	50.00	FD/RESERVE FIREFIGHTER RECRUITMENT AD 01/22/09
SOTO'S MARKET	49297	4/21/2009	1	46.30	FD/MTG SUPPLIES-SLO COUNTY TRAINING OFFICERS 3/25
STATE OF CALIFORNIA	49321	4/28/2009	1	160.00	FD/FINGERPRINT APPS- 5 RESERVISTS MAR'09
STATE WATER RES.CTRL.BRD.	49215	4/8/2009	1	95.00	WW/V. LIDDLE GRADE 1 CERT. LICENSE 4/7/09
TEMPLETON UNIFORMS	49316	4/28/2009	1	571.56	FD/UNIFORM SHIRT/PANT-HORTON,MCCRAIN,POWELL 4/10
TESSCO TECHNOLOGIES	49244	4/14/2009	1	224.80	FD/BATTERIES FOR KENWOOD, MOTOROLA RADIOS 03/19
TESSCO TECHNOLOGIES	49298	4/21/2009	1	167.04	FD/BATTERIES FOR MOTOROLA RADIOS 03/27/09
				<u>391.84</u>	
THE DOCUTEAM	49251	4/14/2009	1	211.26	ADM/DOCUMENT STORAGE MARCH 2009
THE GAS COMPANY	49305	4/21/2009	1	148.58	PM/GAS SERVICE 1000 MAIN ST. 3/3-4/1/09
THE GAS COMPANY	49305	4/21/2009	1	39.90	ADM/GAS SERVICE TAMSON DR SUITE 201 3/3-4/1/09
THE GAS COMPANY	49305	4/21/2009	1	206.40	FD/GAS SERVICE 2850 BURTON DR 3/3-4/01/09
THE GAS COMPANY	49305	4/21/2009	1	31.50	ADM/GAS SERVICE TAMSON DR SUITE 204 3/3-4/1/09
THE GAS COMPANY	49305	4/21/2009	1	29.64	ADM/GAS SERVICE TAMSON DR SUITE 203 3/3-4/1/09
THE GAS COMPANY	49305	4/21/2009	1	30.50	FD/GAS SERVICE 5490 HEATH LN 3/4-4/3/09
THE GAS COMPANY	49305	4/21/2009	1	54.44	FD/GAS SERVICE 5500 HEATH LN #B 3/4-4/3/09
THE GAS COMPANY	49305	4/21/2009	1	86.96	WW/GAS SERVICE 5500 HEATH LN 3/4-4/3/09
THE GAS COMPANY	49305	4/21/2009	1	54.54	PM/GAS SERVICE 3195 BURTON DR 3/3-4/1/09
				<u>682.46</u>	
THE TRIBUNE	49318	4/28/2009	1	177.00	ADM/ANNUAL SUBSCRIPTION 05/08/09-05/07/10
TITAN INDUSTRIAL SUPPLY	49245	4/14/2009	1	153.72	WW/FIRST AID KIT SUPPLIES 2/27/09
TITAN INDUSTRIAL SUPPLY	49245	4/14/2009	1	33.18	WD/FIRST AID KIT SUPPLIES 02/27/09
TITAN INDUSTRIAL SUPPLY	49317	4/28/2009	1	126.91	WD/DANGER SIGNS-SPANISH 04/13/09
				<u>313.81</u>	
TURNOUT MAINTENANCE CO	49299	4/21/2009	1	105.00	FD/TURNOUT PANT/COAT REPAIR 03/25/09
TYGRIS VENDOR FINANCE INC	49300	4/21/2009	1	289.15	FD/SHARP X350 COPIER LEASE AGREEMENT 04/07/09
UNITED RENTALS NW, INC.	49301	4/21/2009	1	44.54	WD/MISC PARTS FOR EQUIPMENT 03/26/09
UNITED RENTALS NW, INC.	49301	4/21/2009	1	10.49	WD/MISC PARTS FOR EQUIPMENT 03/31/09
				<u>55.03</u>	

**CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
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VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
USA BLUE BOOK	49246	4/14/2009	1	(187.20)	WW/CREDIT MEMO ELTECH TABLET FEEDER 10/28/08
USA BLUE BOOK	49246	4/14/2009	1	85.24	WD/HIGH CAPACITY RAIN GAUGE 12/30/08
USA BLUE BOOK	49246	4/14/2009	1	150.64	WW/CIRCULAR CHARTS, CHART PENS 02/23/09
USA BLUE BOOK	49246	4/14/2009	1	99.61	WW/GLOVES 03/20/09
USA BLUE BOOK	49246	4/14/2009	2	123.66	WW/kOPKIT FOR CHLORINATORS 03/20/09
				<u>271.95</u>	
VAN SCOYOC ASSOC., INC.	49279	4/17/2009	1	6,225.00	WD/PROF FEDL ADVOCACY FOR DESAL-WASH. D.C-APR'09
VERIZON WIRELESS	49322	4/28/2009	1	22.13	FD/CELL PHONE HARD WIRED TO WT-57 03/08-04/07
WEIL, DAVID	49302	4/21/2009	1	150.00	RC/LOW FLOW CLOTHES WASHER REBATE 04/05/09

**Accounts Payable Vendor Sub-Total**      \$ 397,281.38

AFLAC (AMER FAM LIFE INS)	9390	4/3/2009	1	429.80	VOLUNTARY INS-PRETAX
AFLAC (AMER FAM LIFE INS)	9390	4/3/2009	1	106.87	VOLUNTARY INS-PRETAX
AFLAC (AMER FAM LIFE INS)	9452	4/17/2009	1	429.80	VOLUNTARY INS-PRETAX
AFLAC (AMER FAM LIFE INS)	9452	4/17/2009	1	106.87	VOLUNTARY INS-PRETAX
				<u>1,073.34</u>	
CAMBRIA FIREFIGHTERS ASSN	9456	4/17/2009	1	321.20	RESERVE FIREFTR DUES
EFLEXGROUP.COM, INC.	9393	4/3/2009	1	1,500.00	MEDICAL REIMBURSEMNT
EFLEXGROUP.COM, INC.	9393	4/3/2009	2	100.00	MEDICAL REIMBURSEMNT
EFLEXGROUP.COM, INC.	9393	4/3/2009	3	200.00	MEDICAL REIMBURSEMNT
EFLEXGROUP.COM, INC.	9393	4/3/2009	4	50.00	MEDICAL REIMBURSEMNT
EFLEXGROUP.COM, INC.	9393	4/3/2009	5	100.00	MEDICAL REIMBURSEMNT
EFLEXGROUP.COM, INC.	9455	4/17/2009	1	1,500.00	MEDICAL REIMBURSEMNT
EFLEXGROUP.COM, INC.	9455	4/17/2009	2	100.00	MEDICAL REIMBURSEMNT
EFLEXGROUP.COM, INC.	9455	4/17/2009	3	200.00	MEDICAL REIMBURSEMNT
EFLEXGROUP.COM, INC.	9455	4/17/2009	4	50.00	MEDICAL REIMBURSEMNT
EFLEXGROUP.COM, INC.	9455	4/17/2009	5	100.00	MEDICAL REIMBURSEMNT
				<u>3,900.00</u>	
EMPLOYMENT DEVELOPMENT DP	9392	4/3/2009	1	3,100.56	STATE INCOME TAX
EMPLOYMENT DEVELOPMENT DP	9392	4/3/2009	1	882.13	STATE INCOME TAX
EMPLOYMENT DEVELOPMENT DP	9454	4/17/2009	1	3,505.58	STATE INCOME TAX
EMPLOYMENT DEVELOPMENT DP	9454	4/17/2009	1	1,053.88	STATE INCOME TAX
				<u>8,542.15</u>	
H.O.B.-DIRECT DEPOSIT	9394	4/3/2009	1	3,649.00	Direct Deposit Flat
H.O.B.-DIRECT DEPOSIT	9394	4/3/2009	1	49,797.81	Direct Deposit Flat
H.O.B.-DIRECT DEPOSIT	9457	4/17/2009	1	3,649.00	Direct Deposit Flat
H.O.B.-DIRECT DEPOSIT	9457	4/17/2009	1	51,760.20	Direct Deposit Flat
				<u>108,856.01</u>	
H.O.B./FEDERAL TAXES	9395	4/3/2009	1	10,364.66	FEDERAL INCOME TAX
H.O.B./FEDERAL TAXES	9395	4/3/2009	1	9,943.84	FEDERAL INCOME TAX
H.O.B./FEDERAL TAXES	9395	4/3/2009	1	2,325.58	FEDERAL INCOME TAX
H.O.B./FEDERAL TAXES	9458	4/17/2009	1	11,072.70	FEDERAL INCOME TAX
H.O.B./FEDERAL TAXES	9458	4/17/2009	1	11,880.08	FEDERAL INCOME TAX
H.O.B./FEDERAL TAXES	9458	4/17/2009	1	2,778.40	FEDERAL INCOME TAX
				<u>48,365.26</u>	
ICMA-VNTGPT TRSFR AGT 401	9397	4/3/2009	1	100.00	401-INDIV CONTRIB
ICMA-VNTGPT TRSFR AGT 401	9460	4/17/2009	1	100.00	401-INDIV CONTRIB
ICMA-VNTGPT TRSFR AGT 457	9396	4/3/2009	1	2,263.46	457 DEF COMP-INDIV
ICMA-VNTGPT TRSFR AGT 457	9396	4/3/2009	1	900.00	457 DEF COMP-INDIV
ICMA-VNTGPT TRSFR AGT 457	9459	4/17/2009	1	2,263.46	457 DEF COMP-INDIV
ICMA-VNTGPT TRSFR AGT 457	9459	4/17/2009	1	900.00	457 DEF COMP-INDIV
				<u>6,526.92</u>	

**CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH ENDING APRIL 30, 2009**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
PERS HEALTH BENEFIT SERV	9465	4/27/2009	1	27,010.87	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	9465	4/27/2009	2	(458.56)	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	9465	4/27/2009	3	125.88	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	9465	4/27/2009	4	3,434.65	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	9465	4/27/2009	5	1,098.97	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	9465	4/27/2009	6	6,939.57	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	9465	4/27/2009	7	2,950.69	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	9465	4/27/2009	8	2,563.34	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	9465	4/27/2009	9	88.46	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	9465	4/27/2009	1	1,421.62	MEDICAL INSURANC-YER
				<u>45,175.49</u>	
PERS RETIREMENT SYSTEM	9398	4/3/2009	1	(0.01)	PERS PAYROLL REMITTANCE
PERS RETIREMENT SYSTEM	9398	4/3/2009	2	23,780.01	PERS PAYROLL REMITTANCE
PERS RETIREMENT SYSTEM	9461	4/17/2009	1	(0.03)	PERS PAYROLL REMITTANCE
PERS RETIREMENT SYSTEM	9461	4/17/2009	2	26,120.35	PERS PAYROLL REMITTANCE
				<u>49,900.32</u>	
PRINCIPAL LIFE INSUR COMP	9466	4/27/2009	1	2,584.64	DENTAL INSURANCE-YER
PRINCIPAL LIFE INSUR COMP	9466	4/27/2009	2	0.06	DENTAL INSURANCE-YER
PRINCIPAL LIFE INSUR COMP	9466	4/27/2009	3	(46.14)	DENTAL INSURANCE-YER
PRINCIPAL LIFE INSUR COMP	9466	4/27/2009	4	(1.94)	DENTAL INSURANCE-YER
PRINCIPAL LIFE INSUR COMP	9466	4/27/2009	1	120.90	DENTAL INSURANCE-YER
				<u>2,657.52</u>	
SEIU, LOCAL 620	9399	4/3/2009	1	359.61	UNION DUES
SEIU, LOCAL 620	9462	4/17/2009	1	381.79	UNION DUES
				<u>741.40</u>	
SLO CREDIT UNION	9391	4/3/2009	1	555.00	CREDIT UNION
SLO CREDIT UNION	9453	4/17/2009	1	555.00	CREDIT UNION
				<u>1,110.00</u>	
STATE OF CAL -DISB. UNIT	9400	4/3/2009	1	129.23	DEDUCTION-MISC 1
STATE OF CAL -DISB. UNIT	9463	4/17/2009	1	129.23	DEDUCTION-MISC 1
				<u>258.46</u>	
THE VARIABLE ANNUITY LIFE	9401	4/3/2009	1	150.00	DEFERRED COMP -VALIC
THE VARIABLE ANNUITY LIFE	9464	4/17/2009	1	150.00	DEFERRED COMP -VALIC
				<u>300.00</u>	
				<u><b>Payroll Payable Vendor Sub-Total</b></u>	
				<u><b>\$ 277,728.07</b></u>	
				<u><b>TOTAL DISBURSEMENTS FOR MARCH, 2009</b></u>	
				<u><b>\$ 675,009.45</b></u>	



## **ADDENDA TO MONTHLY EXPENDITURE REPORT**

<b><i>DEPARTMENT CODES</i></b>	
FD	Fire Department
PM	Facilities and Resources (Property Management)
ADM	Administration
RC	Resource Conservation
WD	Water Department
WW	Wastewater Department
PR	Parks & Recreation

CAMBRIA COMMUNITY SERVICES DISTRICT  
MINUTES OF THE REGULAR MEETING OF BOARD OF DIRECTORS  
APRIL 23, 2009 – VETERANS MEMORIAL BUILDING

1. **Call to Order:** President Sanders called the meeting to order at 12:30 p.m. and led the pledge of allegiance. District Counsel Tim Carmel reported no action to report from closed session.

Present: Directors Clift, De Micco, MacKinnon and President Sanders

Absent: Director Chaldecott

Also present: General Manager Tammy Rudock, Assistant General Manager Bryan Bode, District Counsel Tim Carmel, Finance Manager Alleyne LaBossiere, District Engineer Bob Gresens and District Clerk Kathy Choate

2. **Public Comment:**

Wanda Baker, Cambria. Commented on fire hydrant hit and run near their residence and concern with Fire Department not having ability to turn water off and loss of water to community.

Diane Kennedy, 2790 Wilton Drive, Cambria. Sustained major damage from fire hydrant hit and run and submitted pictures for the record.

Dorothy Buhrman, Cambria. Commented on fact there was no replacement fire hydrant for neighborhood once the incident had happened.

John MacKinnon, Cambria. Commented on staff providing well production report to the Board and optimizing Santa Rosa Creek.

Amanda Rice, Cambria. Thanked Board for public comment section. Commented on audio visual equipment use by public during public comment, email retention, and access to electronic records policies. As NCAC chair announced Area 7 election May 5.

3. **Agenda Review:** Stands as published.

4. **Acknowledgements/Presentation:** None

5. **Special Reports**

A. Sheriff's Department Report: Commander Ben Hall reported 191 calls for service down this year; miscellaneous, theft and vandalism calls down. Reduction in calls may be due to less self-initiated calls by staff.

6. **Manager's and Board Reports**

A. Manager's Report: Tammy Rudock summarized and presented the Managers' reports.

B. Member and Committee Reports

Director Clift reported CCSD/CCHD Co-Location Ad Hoc Committee meeting with two members of Cambria Community Healthcare District and managers of both agencies. They worked on protocol for ALS equipment

Director Clift reported on NCAC meeting and concept of "shovel ready" projects. SLOCOG is set to repave Cornwall to Windsor on Main Street. Supervisor Gibson assured the public the County would not tear up street during summer.

## 7. Consent Agenda

- A. Approve expenditures for the month of March 2009
- B. Approve minutes of Board of Directors meeting March 26, 2009
- C. Adopt Resolution 15-2009 approving cooperative staffing agreement between the CCSD and the Cayucos Fire Protection District.

Tammy Rudock read the calendar items into the record.

**Director DeMicco moved to approve the consent calendar. Director MacKinnon seconded. Motion carried unanimously. Ayes – 4, No – 0, Absent – 1 (Chaldecott)**

## 8. Hearings and Appeals

A. Public hearing to consider fixing of water and wastewater standby or availability charges as provided in Government Code §61124. Tammy Rudock presented the Financial report and was received by the Board. President Sanders opened the public hearing.

Public comment:

Elizabeth Bettenhausen, Cambria. Commented on capital improvement fund adopted in 1990. Where will capital improvement funds from standby/availability charges be in a line item budget and for what will it be used?

Mary Webb, Cambria. Commented on water/wastewater standby charges subject to Prop 218, extended fees, and is there a sunset clause? What is the criteria for CIP projects and how are standby/availability charges tracked for capital projects?

John MacKinnon, Cambria. Commented on capital improvement and requested a breakdown of projects and costs.

President Sanders closed the public hearing.

**Director Cliff moved adoption of Resolution 16-2009 fixing water and wastewater standby or availability charges. Director DeMicco seconded. Motion carried unanimously. Ayes – 4, No – 0, Absent – 1 (Chaldecott)**

## 9. Regular Business

A. Adopt Resolution 17-2009 rededicating the Cambria Veterans Memorial Building. President Sanders presented the resolution and read the July 18, 1978 SLO County Facilities Services letter to CCSD.

**Public comment:**

John Ellers, Cambria. Adjutant for American Legion Post 432 and commented on Vets Hall being centrally located to community activities and urged directors to vote in favor of resolution. Invited community to participate in rededication ceremony in May.

Vern Kalshan, Cambria. Member Post 432, in favor of resolution and rededication of building.

Karina Tiwana, Commander Post 432. Expressed pride in John Ellers, Jerry McKinnon, and President Sanders and thanked veterans' families and urged passage of rededication resolution.

**Director De Micco moved to adopt Resolution 17-2009. Director MacKinnon seconded. Motion carried unanimously. Ayes – 4, No – 0, Absent – 1 (Chaldecott)**

**President Sanders adjourned meeting at 1:45 PM to 6:00 PM**

**President Sanders called meeting to order and reconvened at 6:04 PM**



B. Adopt Resolution 19-2009 approving DRAFT CCSD Operating Budget for Fiscal Year 2009-2010. President Sanders introduced the item and Tammy Rudock presented the staff report.

**Public Comment:**

Richard Hawley, Cambria. Commented AB 2020 per ton tipping fee. Spoke as Forest Committee and Greenspace representative: Suggests implementation of Cambria Forest Management Plan.

Mary Webb, Cambria. Commented on desal lobbying fees budgeted, legal fees, engineer's salary being removed from Water budget and moved to General Fund budget and if need be, reduce staff to do that.

Elizabeth Bettenhausen, Cambria. Commented on Draft Prop 218 guidelines regarding vacation rental (residential to commercial). Commented on Moonstone Bridge replacement project and project designation.

Board discussion followed. Board consensus to not change vacation rental classification with Resolution 19-2009 and will consider at a later Board meeting. Discussed options for funding the federal advocate.

**Director MacKinnon moved to adopt Resolution 19-2009 approving the draft CCSD operating budget for fiscal year 2009-2010, eliminating the \$80,000 cost for federal advocacy professional services from the Water Department/Fund operating budget and directed General Manager to absorb the \$80,000 expenditure within the proposed General Funds operating budgets, which will likely result in elimination of personnel and reduction in services. Director De Micco seconded. Motion carried unanimously. Ayes – 4, No – 0, Absent – 1 (Chaldecott)**

C. Adopt Resolution 14-2009 approving guidelines for the submission and tabulation of protests in connection with rate hearings conducted pursuant to Article XIID, Section 6, of the California Constitution, and related noticing. President Sanders introduced the item. Tammy Rudock noted two corrections in resolution and summarized the proposed rates notice and protest form. The footnote regarding vacation rental classification will be removed.

**Public Comment:**

Mary Webb, member of Cambrians for Fiscal Responsibility. Read April 23, 2009 letter regarding Resolution 14-2009.

Elizabeth Bettenhausen, Cambria. Passed out The Tribune editorial regarding Paso Robles recession policy. Requested deletion of whereas paragraph regarding CPI provision.

Jerry McKinnon, Cambria. Consider CPI adjustment one time only.

Tina Dickason, Cambria. Commented on guidelines and addressed those questions not answered or covered. Provided Chino Hills Prop 218 outline for rate increase.

Mahala Burton, Cambria. Commented on Prop 218 guidelines and written authorization to submit on behalf of another.

Marjorie Ott, Cambria. Vacation rentals are lodging and feels rates should be balanced. CPI is not appropriate for this resolution.

John MacKinnon, Cambria. CPI goes against everything and is an arbitrary number to come up with increases.

Ann Winburn, Cambria. Read LandWatch April 23 letter regarding comments on proposed actions by the CCSD at its April 23, 2009 meeting.

Michael Colantuono, Colantuono & Levin PC responded to public comment questions and comments. **Suggested edit to Attachment “A,” Protest Submittal 8.C.; strike “before,” replace with “so.” 8.D. strike “submit,” replace with “sign.”**

Board consensus to:

1. Include protest form with notice of rate increases.
2. Third party provision for submittal of protest forms will stand as written in guidelines with suggested edits to 8.C. and 8.D.
3. Delete CPI (Consumer Price Index) from notice and Resolution 14-2009
4. Delete vacation rental language from Prop 218 Guidelines and Resolution.

**Director Clift moved to approve Resolution 14-2009 approving guidelines for the submission and tabulation of protests in connection with rate hearings conducted pursuant to Article XIID, Section 6, of the California Constitution and related noticing to approve the 2009 Notice of Proposed Water and Sewer Rate increases with the following changes: in whereas’ strike where related to vacation rental classifications, strike consumer price index (CPI) proposals. Director MacKinnon seconded. Motion carried unanimously.**

**Ayes – 4, No – 0, Absent – 1 (Chaldecott)**

### **10. Public Comment**

Amanda Rice, Cambria. NCAC chair, reminded community of election on May 5.

Elizabeth Bettenhausen, Cambria. Thanked those watching on TV and in the next 45 days hopes the conversations focus on operations and maintenance.

Jerry McKinnon, Cambria. Commented on rededication of Veterans Building and from heart, respectfully request respect for the Veterans Memorial Building by CCSD and community members “as a memorial” for veterans who died while serving their country.

**10. President Sanders adjourned the meeting at 8:35 p.m.**

CAMBRIA COMMUNITY SERVICES DISTRICT  
MINUTES OF THE SPECIAL MEETING OF BOARD OF DIRECTORS  
APRIL 14, 2009 – 1000 MAIN STREET, CAMBRIA

**1. Opening**

President Sanders called the meeting to order at 12:37 p.m. with quorum established.

Present: Directors Clift, De Micco, MacKinnon, and President Sanders

Absent: Director Chaldecott

Also Present: General Manager Tammy Rudock, District Engineer Bob Gresens, Asst General Manager/Utilities Manager Bryan Bode, Fire Chief Mark Miller, Water Systems Supervisor Jim Adams, and District Clerk Kathy Choate

**2. Special Meeting Business**

A. President Sanders introduced the operating budget item to be presented by the Finance Ad Hoc Committee (Directors Clift and MacKinnon). Directors MacKinnon and Clift presented the Draft Fiscal Year 2009/2010 Operating Budget and discussion of key assumptions and highlights, allocated overhead, surcharges not projected as a revenue source in proposed budget, contractual union obligations, and major maintenance. Tammy Rudock and Alleyne LaBossiere responded to public questions at the Board's request.

**Public Comment:**

Mahala Burton, Cambria. Requested questions are heard after each topic.

John MacKinnon, Cambria. Commented on other funds mentioned.

Steven Overturf, Cambria. Amazed at work and effort put forth in this budget and hard decisions clearly made. Allocating money towards maintenance is appreciated and needed. How will PERS expenses affect budgeting long term?

Elizabeth Bettenhausen, Cambria. Commented on major maintenance and capital outlay terminology. Does capital outlay always refer to major maintenance projects? Requested definition of depreciation.

Micki Burton, Cambria. Commented on lobbyist \$80,000 expense for a project that does not exist.

Elizabeth Bettenhausen, Cambria. What is the appropriations cycle?

Tina Dickason, Cambria. Commented on lobbyist contract.

Mahala Burton, Cambria. Commented on lobbyist contract.

John MacKinnon, Cambria. Commented on operating budget and water/wastewater standby charges.

Michael Stoddard, Cambria. Commented on water operations budget and allocated overhead.

John MacKinnon, Cambria. Commented on budget comparison fiscal year to fiscal year and salaries and wages in water and wastewater.

**Due to high winds effecting video equipment President Sanders called brief recess to resolve technical problems.**

John MacKinnon, Cambria. Commented on contractual issues and elimination of personnel.

Michael Stoddard, Cambria. Commented on salaries.

Tina Dickason, Cambria. Inquired about the number of projects.

Amanda Rice, Cambria. Commented on allocated overhead breakdown, debt service term remaining, and funded unfilled positions?

Elizabeth Bettenhausen, Cambria. Commented on wastewater operating reserve fund and requested Board policy regarding reserves.

John MacKinnon, Cambria. Commented on reserves.

Stan Balcomb, Cambria. Commented on standby availability fund restrictions for CIP projects.

Jerry McKinnon, Cambria. Commented on allocated overhead breakdown.

Stan Balcomb, Cambria. Commented on Admin costs and property tax allocations.

Elizabeth Bettenhausen, Cambria. Inquired about criterion for property tax allocation.

John MacKinnon, Cambria. Commented on property tax, criterion, and priorities to fund.

Jerry McKinnon, Cambria. Commented on property taxes and history of Cambria Water District, Vets Hall, and Fire Department and the numerous responsibilities that have become part of CCSD operations.

Amanda Rice, Cambria. Commented on Resource Conservation Fund, increase in professional services, and change to zero on public information fund.

Jerry McKinnon, Cambria. Commented on key assumptions and highlights regarding facilities and resources and cost accounting for Vets Memorial building.

B. President Sanders introduced the Capital Maintenance and Capital Improvement Program item and turned the presentation over to Director De Micco. Director De Micco reviewed the Utilities Committee Projects Review April 2009 presentation of ratings system and recommended projects.

**Public Comment:**

Elizabeth Bettenhausen, Cambria. Inquired about proposed Pine Knolls \$200,000 expenditure, and money being spent on the entire desalination project in addition to the \$260,000 that is speculated for CIP funds, including operational funds.

Stan Balcomb, Cambria. Is it the intention to have all these projects brought forward for approval sometime within the next several months with appropriate funding shown?

Mahala Burton, Cambria. Read from Legislative Analyst Office pamphlet regarding Prop 218 and ratepayers fees. Commented on fire hydrants belonging in Fire Department expenses, not Water Department.

Tina Dickason, Cambria. Commented on ratepayers' money being used for CIP projects through Prop 218 increases.

Jerry McKinnon, Cambria. Commented on Capital Improvement Program and 2-year budget process.

Amanda Rice, Cambria. Rate protestors might be more comfortable with 10% cuts.

Jim Adams, Cambria Water Department Supervisor and long-life citizen of the community. Commented on Water Code 350 and guidelines CCSD must follow to maintain the reliability of water supply and source to Cambria.

Jim Webb, Cambria. Interested in weight given to the CIP priorities and desalination revenue sources and proposed costs.

Tina Dickason, Cambria. Commented on District Engineer's presentation and solar expenses that would generate more income to the district.

C. President Sanders presented Draft Resolution 14-2009 adopting guidelines for the submission and tabulation of protests in connection with rate hearings conducted pursuant to Article XIID, Section 6 of the California Constitution and summarized the criteria for submitting a protest.

**Public Comment:**

Tina Dickason, Cambria. Commented on Prop 218 guidelines and Howard Jarvis comments.

Jerry McKinnon, Cambria. Commented on prior Prop 218 hearings and if a Cambrian for Fiscal Responsibility member could be present during tabulation.

Tina Dickason, Cambria. Some cities allow for public to be present and see the tabulation.

Elizabeth Bettenhausen, Cambria. Public observation, not participation, was allowed in last tabulation. Supports having a protest form included with the notice.

Amanda Rice, Cambria. Commented on Prop 218 guidelines, in favor of additional transparency and objects to signature verification.

Mahala Burton, Cambria. Asked to verify cost of \$35 to add a name to an existing account. Supports having a protest form included with the notice.

3. **Public Comment – None**
4. **President Sanders adjourned the meeting at 4:55 p.m.**

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. 7.C.

FROM: Mark Miller, Fire Chief

Meeting Date: May 28, 2009

Subject: Consider Resolution 20-2009 Authorizing Award of Fire Hazard Fuel Reduction Contract

**RECOMMENDATIONS:**

Consider Resolution 20-2009 authorizing:

1. Award of the Fire Hazard Fuel Reduction Contract to Bushwhacker I; and
2. The General Manager to sign the contract for the 2009 Fire Hazard Fuel Reduction Program.

**FISCAL IMPACT:**

All costs for clearing the parcels are billed directly to the property owner via the San Luis Obispo County tax roll. CCSD administrative charges are also included in the charges and collected by the San Luis Obispo County Tax Collector's office.

**DISCUSSION:**

The CCSD advertised the week of May 5<sup>th</sup> for a contractor to abate and remove dead fuels and vegetation under the CCSD's annual Fire Hazard Fuel Reduction (FHFR) program. Proposals were due on May 12<sup>th</sup> at 10 A.M. (As requested by the Board, the Request for Proposal [RFP] is attached for information.)

Two contractor proposals were received by the deadline and evaluated by the CCSD based upon the selection criteria outlined in the FHFR RFP and contract documents. Contractor, Bushwhacker I, submitted the lowest most responsive proposal, which is attached for reference. The 2009 FHFR Program Contractor Agreement is also attached.

Attachments:

- Resolution 20-2009
- CCSD RFP
- Bushwhacker 1 Submittal
- 2009 Fire Hazard Fuel Reduction Contractor Agreement

BOARD ACTION: Date \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

UNANIMOUS: \_\_\_ SANDERS \_\_\_ CHALDECOTT \_\_\_ CLIFT \_\_\_ DE MICCO \_\_\_ MAC KINNON \_\_\_

# CAMBRIA COMMUNITY SERVICES DISTRICT

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## RESOLUTION NO. 37-2009

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMBRIA COMMUNITY SERVICES DISTRICT AUTHORIZING THE 2009 FIRE HAZARD FUEL REDUCTION PROGRAM CONTRACT AGREEMENT

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

1. Authorize and approve an agreement for the 2009 Fire Hazard Fuel Reduction Program with Bushwhacker 1.
2. The General Manager is authorized to execute this agreement on behalf of the Cambria Community Services District.
3. Staff is authorized to make minor revisions to agreement as necessary that do not impact price and term.

PASSED AND ADOPTED THIS 28<sup>th</sup> day of May 2009.

\_\_\_\_\_  
Gregory W. Sanders, President  
Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Kathy A. Choate, District Clerk

\_\_\_\_\_  
Tim Carmel, District Counsel

April 20, 2009

## **Request for Proposals (RFP)** **Fire Hazard Fuel Reduction Program**

### **REQUIREMENTS FOR CONTRACT PROPOSAL / BIDS FOR FIRE HAZARD FUEL REDUCTION**

The Cambria Community Services District (CCSD) is seeking proposals by Contractors for the fire hazard fuel reduction program for 2009.

Cambria Community Services District typically, has notified approximately two-thousand (2000+) parcel owners to abate their property of dried weeds, down trees or slash. Those parcels that do not comply with the requirements are placed on the District's Contract list. Typically between one hundred and fifty and three hundred (150-300) parcels are placed on the Districts' contract list.

#### **Required Scope and Schedule of Work**

The contractor selected will be required to provide weed abatement services as specified in Exhibit C, titled "**Fire Department Fire Hazard Fuel Reduction Policy 2009 – Scope of Services**", according to a schedule described in Exhibit B "**2009 Fire Hazard Fuel Reduction Schedule.**"

#### **Required Cost of Proposal, Qualifications and Agreement**

Those submitting proposals must complete and submit the attached form identified as Exhibit E titled "**Cambria Community Services District Fire Hazard Fuel Reduction Program – 2009, Cost Proposal Form.**" The required information is contained on the form and includes the following:

1. Types of equipment to be used and the cost of each to the property owner including operator costs.
2. Fee Structure for various lot sizes, as described in exhibit "E".
3. Charges, per yard, for hauling away of the debris.
4. All equipment must be inspected by the Fire Department for required fire safety items and spark arrestors.
5. Pictures shall be taken by the Contractor before and after each lot is abated, logged with the lot abatement record and submitted to the Fire Department.

#### **Other Requirements**

A dated cover letter, signed by a person fully authorized to act on behalf of the **CONTRACTOR**, must be submitted with the proposal. The letter must indicate that the **CONTRACTOR** agrees to be bound by the proposal without modifications, unless mutually agreed by the contractor and CCSD.

A statement of qualifications, and a list of five (5) references must be provided, along with documentation demonstrating the **CONTRACTOR's** ability to maintain accurate records.

The selected **CONTRACTOR** will be required to sign an agreement (see Fire Hazard Fuel Reduction Agreement) with the Cambria Community Services District, and must provide proof of insurance coverage as indicated in **Exhibit A – Legal Relations and Responsibilities to the Public**, prior to commencing **any** work for the CCSD. The Cambria Community Services District must be named as co-insured.

A Faithful Performance Bond will also be required. A cash deposit of \$5000.00 or Assignment of a Financial Instrument acceptable to the **District** may be substituted in lieu of a **Faithful Performance Bond (see Exhibit D)**. All equipment must be inspected by the Fire Department to assure that all fire safety standards are met, including operational spark arrestors where required.

#### **Proposal Evaluation**

Proposals will be evaluated on the basis of the following criteria:

1. Stated costs to the property owner- 60%
2. Various types of equipment to be used by contractor- 10%
3. Prior demonstrated ability to maintain accurate records- 10%
4. Ability to complete the contract by July 20, 2009 and prior record of timely clearance completion 20%



**Proposal Deadline**

**All proposals must be delivered to the Cambria Fire Station, 2850 Burton Drive, Cambria Calif. 93428; by 10:00 A.M., Tuesday, May 12<sup>th</sup>, 2009.**

An evaluation of proposals and selection of contractors who meet the requirements as stated will occur after 1:00 P.M. May 12<sup>th</sup>, 2009. The selection is subject to CCSD Board of Directors approval at their next scheduled meeting on Thursday May 28<sup>th</sup>, 2009.

**Proposals not meeting all the required standards and requirements will not be considered!**

**Bid proposals must contain the following four documents, or they will not be considered:**

1. **Copy of a Fire Wise Defensible Space Field Training certificate for field supervisor(s);**
2. **Completed copy of the Bid Proposal Form (Exhibit E);**
3. **Signed cover letter as defined and stipulated in the: 'Other Requirements' first paragraph of the RFP;**
4. **A signed statement of qualifications, and list of 5 references, as stipulated in the: 'Other Requirements' second paragraph of the RFP.**

If you have any questions, contact the Cambria Fire Department at (805) 927-6240.

**CAMBRIA COMMUNITY SERVICES DISTRICT  
FIRE DEPARTMENT**

*Mark Miller  
Fire Chief*

## 2009 FIRE HAZARD FUEL REDUCTION AGREEMENT

This agreement is made upon the date of execution, as set forth below, by and between \_\_\_\_\_, hereinafter referred to as "**CONTRACTOR**" and the Cambria Community Services District, hereinafter referred to as "**CCSD**". The parties hereto, in consideration of the mutual covenants contained herein, hereby agree to the following terms and conditions:

It is understood and agreed to:

### SCHEDULE OF CHARGES:

The **CCSD** will pay the following schedule of charges to the **CONTRACTOR** per the attached bid schedule, included as Exhibit E.

### OBLIGATIONS OF CONTRACTOR:

- A. The **CONTRACTOR** shall furnish all proper insurance coverage as specified in "Legal Relations and Responsibilities to the Public" (**Exhibit A**).
- B. All work will be completed as depicted in the Fire Hazard Fuel Reduction Schedule (Exhibit B). At all times the **CONTRACTOR's** work shall be subject to the approval of the Fire Chief or his designee.
- C. The **CONTRACTOR** shall become familiar, and comply with **CCSD's** Fire Hazard Fuel Reduction Policy (Exhibit C).
- D. The **CONTRACTOR** upon award of contract shall furnish a performance bond (Exhibit D).
- E. The **CONTRACTOR** agrees to perform or provide the services specified in this Agreement.
- F. The **CONTRACTOR** must submit packaged bills for lots cleared with a cover page that lists the number of lots cleared and the total cost of the packaged bills.
- G. All parcel clearing charges must be submitted to the **CCSD** by July 20<sup>th</sup>, 2009. Failure to deliver the parcel clearance charges to the **CCSD** by this date will result in a 10% withholding of all charges that are delivered late to the **CCSD** as a penalty, assessed against the **CONTRACTOR**.

### MINIMUM AMOUNT OF SERVICE BY CONTRACTOR:

**CONTRACTOR** agrees to devote the hours necessary to perform the services set forth in this agreement in an efficient and effective manner. **CONTRACTOR** may represent, perform services for and be employed by additional individuals or entities, at **CONTRACTOR's** sole discretion, as long as the performance of these extra-contractual services does not interfere with or present a conflict with **CCSD's** business.

### GENERAL PROVISIONS:

TERM: This agreement will become effective on the date of execution set forth below, and will continue in effect until terminated as provided herein.

SERVICES TO BE PERFORMED: **CONTRACTOR** agrees to perform or provide the services specified in this Agreement.

**CONTRACTOR** shall determine the method, details and means of performing the above-referenced services.

**CONTRACTOR** may at **CONTRACTOR's** own expense employ such assistants as **CONTRACTOR** deems necessary to perform the services required of **CONTRACTOR** by this Agreement. The **CCSD** may not control, direct, or supervise **CONTRACTOR's** assistants or employees in the performance of those services.

TOOLS AND INSTRUMENTALITIES: **CONTRACTOR** shall provide all tools, equipment and instruments to perform the services under this agreement.

**TERMINATION OF AGREEMENT:**

**TERMINATION ON NOTICE:** Notwithstanding any other provision of this Agreement, any party hereto may terminate this agreement, at any time, without cause by giving at least **(30) thirty-days** prior written notice to the other parties to this Agreement.

**TERMINATION OF OCCURRENCE OF STATED EVENTS:** This Agreement shall terminate automatically on the occurrence of any of the following events:

- (1) Bankruptcy or insolvency of any party;
- (2) Sale of the business of any party;
- (3) The end of the **(30) thirty-days** as set forth above;
- (4) End of the contract to which **CONTRACTOR'S** services were necessary; or
- (5) Assignment of this Agreement by **CONTRACTOR** without the consent of the **CCSD**.

**TERMINATION BY ANY PARTY FOR DEFAULT OF CONTRACTOR:** Should any party default in the performance of this agreement or materially breach of any of its provisions, a non-breaching party, at their option, may terminate this Agreement, immediately, by giving written notice of termination to the breaching party.

**TERMINATION:** This agreement may be terminated the end of **July 2009**, **OR** if **Contractor** has completed all work and contents of this agreement satisfactorily, it can be extended, by mutual agreement between **CCSD** and **CONTRACTOR**.

**MISCELLANEOUS:**

**REMEDIES:** The remedies set forth in this Agreement shall not be exclusive but shall be cumulative with, and in addition to, all remedies now or hereafter allowed by law or equity.

**NO WAIVER:** The waiver of any breach by any party of any provision of this Agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of this Agreement.

**ASSIGNMENT:** This agreement is specifically not assignable by **CONTRACTOR** to any person or entity. Any assignment or attempt to assign by **CONTRACTOR**, whether it be voluntary or involuntary, by operation of law or otherwise, is void and is a material breach of this agreement giving rise to a right to terminate as set forth in this agreement.

**ATTORNEY FEES:** In the event of any controversy, claim or dispute between the parties hereto, arising out of or related to this agreement, or the breach thereof, the prevailing party shall be entitled, in addition to other such relief as may be granted, to a reasonable sum as and for attorney fees.

**NOTICES:** Except as otherwise expressly provided by law, any and all notices or other communication required or permitted by this Agreement or by law to be served on or given to any party to this Agreement shall be in writing and shall be deemed duly served and given when personally delivered or in lieu of such personal service when deposited in the United States mail, first-class postage prepaid to the following address for each respective party:

**"CCSD"**  
General Manager  
Cambria Community Services District  
P.O. Box 65  
Cambria, CA 93428

**"CONTRACTOR"**  
Bushwhacker 1  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**GOVERNING LAW:** This Agreement and all matters relating to this Agreement shall be governed by the laws of the State of California in force at the time any need for the interpretation of this Agreement or any decision or holding concerning this Agreement arises.

**BINDING EFFECT:** This Agreement shall be binding on and shall inure to the benefit of the heirs, executors, administrators, successors and assigns of the parties hereto, but nothing in this section shall be construed as consent by **CCSD** to any assignment of this Agreement or an interest in this Agreement.

**SEVERABILITY:** Should any provision of this Agreement be held by a court of competent jurisdiction or by a legislative or rulemaking act to be either invalid, void or unenforceable, the remaining provisions of this Agreement shall remain in full force and effect, unimpaired by the holding, legislation or rule.

**SOLE AND ENTIRE AGREEMENT:** This Agreement constitutes the sole and entire agreement between the parties with respect to the subject matter hereof. This Agreement correctly sets forth the obligations of the parties hereto to each other as of the date of this Agreement. All agreements or representations respecting the subject matter of this Agreement not expressly set forth or referred to in this Agreement are null and void.

**TIME:** Time is expressly declared to be of the essence in this Agreement.

**DUE AUTHORITY:** The parties hereby represent that the individuals executing this Agreement are expressly authorized to do so on and in behalf of the parties.

**CONSTRUCTION:** The parties agree that each has had an opportunity to have their counsel review this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting shall not apply in the interpretation of this Agreement or any amendments or exhibits thereto. The captions of the sections are for convenience and reference only, and are not intended to be construed to define or limit the provisions to which they relate.

**AMENDMENTS:** Amendments to this Agreement shall be made only with the mutual written consent of all of the parties to this agreement.

Executed on \_\_\_\_\_, 2009 at Cambria, California.

CAMBRIA COMMUNITY SERVICES DISTRICT

BY: \_\_\_\_\_ Date: \_\_\_\_\_  
Tammy A. Rudock, General Manager

CONTRACTOR: BUSHWHACKER 1

BY: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

## EXHIBIT "A"

### LEGAL RELATIONS AND RESPONSIBILITIES TO THE PUBLIC

Contractor's Insurance: The **CONTRACTOR** shall not commence work under this contract until he has obtained all insurance required under this Section and such insurance has been approved by the **CCSD** as to form, amount and carrier. Nor shall the **CONTRACTOR** allow any subcontractor to commence work on his subcontract until similar insurance required of the subcontractor has been so obtained and approved.

- (a) Workers Compensation Insurance: The **CONTRACTOR** shall establish and maintain, during the life of this contract, workers compensation insurance in a minimum amount of **ONE MILLION DOLLARS (\$1,000,000)** for all employees working under this agreement, and in case any work is sublet, **CONTRACTOR** shall require subcontractor similarly to provide workers compensation insurance. **CONTRACTOR** indemnifies the **CCSD** for any damage resulting to it from failure of either **CONTRACTOR** or the subcontractor to take out or maintain such insurance.
- (b) Commercial General Liability Insurance: The **CONTRACTOR** shall take out and maintain during the life of this contract, such public liability and property damage insurance as shall protect the **CCSD**, it's elected and appointed boards, officers, agents and employees, **CONTRACTOR** and any subcontractor performing work covered by this Contract from claims for damage for bodily injury including death, as well as claims for property damage which may arise from **CONTRACTOR's** or subcontractor's operations under this contract, whether such operations be by the **CONTRACTOR**, or by any subcontractor, or by anyone directly or indirectly employed by either **CONTRACTOR** or subcontractor, and in the minimum amount of **ONE MILLION DOLLARS (\$1,000,000)**.
- (c) Auto Liability: **CONTRACTOR** shall possess and maintain auto liability insurance (Business Auto Coverage Form) for all vehicles used in the provision of services under this agreement. The minimum amount of auto liability insurance shall be in the amount of **ONE MILLION DOLLARS per accident (\$1,000,000)**.
- (d) Proof of Coverage of Insurance: **CONTRACTOR** shall furnish the **CCSD** upon award of bid a Certificate of Insurance and endorsement, which shall contain the following:

"Name as additional insured Parties: The Cambria Community Services District, it's elected and appointed boards, officers, agents and any subcontractor in the performance of work for the **CCSD**."

**(30) Thirty-days** prior notice shall be given to the **CCSD** of any reduction in insurance coverage or of insurance cancellation.
- (e) Hold Harmless Agreement: **CONTRACTOR** shall indemnify and hold harmless the **CCSD** and it's officers, officials, employees and agents from and against all losses, claims, demands, payments, suits, actions, recoveries and judgments of every nature and description brought or recoverable against it or them by reason of any act, error or omission of the **CONTRACTOR**, his agents or employees, in the performance of the work.

EXHIBIT "B"

## 2009 Fire Hazard Fuel Reduction Program Schedule

<u>Date</u>	<u>Action</u>
March 26, 2009	CCSD Board meeting to declare fire hazard/public nuisance with Cambria
April 10, 2009	CCSD mails out Fire Hazard Fuel Reduction (FHFR) notices
April 20, 2009	Advertise FHFR Contract
May 12, 2009	Bid Deadline for FHFR Contract (10 A.M.)
May 12, 2009	CCSD evaluation of proposals and preliminary selection of contractor
May 28, 2009	CCSD Board awards FHFR Contract
June 15, 2009	Deadline for parcels to meet clearance standards
June 16, 2009	Parcel inspections begin
June 25, 2009	CCSD Board approves FHFR contract list
June 26, 2009	CCSD's contractor begins clearing unabated parcels
July 20, 2009	CCSD contractor submits all parcel clearing charges to the CCSD Fire Department
July 23, 2009	CCSD Board approves list for collection of FHFR charges
July 24, 2009	FHFR parcel charges transmitted to San Luis Obispo County Assessor's Office

## EXHIBIT "C"

### CCSD FIRE HAZARD FUEL REDUCTION PROGRAM POLICY 2009

All parcels that are placed on the Cambria Community Services District (CCSD) annual Fire Hazard Fuel Reduction program shall be completely cut of all weeds, dead fuels and cleared of all down branches or trees as described.

All clearance work must be completed by June 15<sup>th</sup>, 2009. If the parcel does not conform to the requirements as stated in the notice sent to the property owner, **the parcel will go to the CCSD's contract list June 25<sup>th</sup>, 2009.** The CCSD's Contractor will then be directed to abate those parcels on the contract list to the following standards;

All parcels **must have grass cut to a maximum of 4-inches in height** and all down trees and slash shall be removed. **All pampas grass, sage brush/grease wood, poison oak, berry vines, and Scotch/Irish broom must be removed from all parcels. Trees shall be trimmed 6-feet up from the base to remove fire ladders.** Native fire resistive plants such as Toyon, Coffee berry, Monkey flower, and other such plants shall be trimmed as needed, but not removed. **No tree rounds can be left on the parcel this year.**

**NO EXTENSIONS OF TIME TO ABATE PARCEL(S) WILL BE CONSIDERED OR GRANTED.**

**All parcels shall be completely abated as prescribed to the property line, street and adjoining easements.**

The Contractor shall photograph each parcel before and after abatement. **The before and after picture shall be taken from the same spot incorporating the same view.** Each picture shall have its APN (Assessor's Parcel Number) on the picture. The CCSD requires that the film be a Polaroid or similar type.

- § All internal combustion powered equipment shall have approved and functional spark arresters on the exhaust.
- § A fire extinguisher (ABC type) of at least 5-pound capacity shall be immediately available at the work site. A minimum of 2 ½ gallons of water must be available for vegetation fire extinguishment at all times, by portable means. Examples are a pressurized water extinguisher, Hudson type pump sprayer or back-pump.
- § All abatement work assigned to CCSD Contractor shall begin no earlier than June 26<sup>th</sup>, and must be completed July 20<sup>th</sup>, 2009.

**All possible effort should be made to avoid cutting seedling pines, young oaks, Toyon, Monkey flower, Coffee berry, Osos berry, Currents, and Gooseberry shrubs unless they deny access to lots next to houses. These specific species may be thinned, but not removed.**

**ALL MATERIAL FROM ALL PARCELS SHALL BE HAULED AWAY OR APPROVAL WILL BE DENIED.**

**DEBRIS SHALL NOT BE DUMPED ON ADJOINING OR UNCLEARED PORTIONS OF LOTS.**

**ANY EVIDENCE OF ILLEGAL DUMPING WILL BE PROSECUTED TO THE FULLEST EXTENT OF THE LAW.**

**Tree limbs/rounds may not be removed from the Cambria area due to Pine Pitch Canker control requirements.**

- FIRE LADDERS: The lower limbs of a tree, which would allow fire to progress from the grass or brush into the tree and would result in a crown fire that would spread into other trees and dwellings. Typically a minimum of six feet (6') from the base of the tree, up toward the treetop. (Young trees limbed 1/3 their height.)

**EXHIBIT "D"**

**2009 ANNUAL FIRE HAZARD FUEL REDUCTION PROGRAM**

**FAITHFUL PERFORMANCE BOND**

KNOW ALL PERSONS BY THESE PRESENTS:

That \_\_\_\_\_, as **CONTRACTOR**, and \_\_\_\_\_, as Surety, are held and firmly bound hereinafter called Owner, in the sum of **Five Thousand Dollars (\$5,000)**, for the payment of which sum will and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, said **CONTRACTOR** has been awarded and is about to enter into annexed agreement with said Owner to perform all work required under the Bidding Schedule titled;

**2009 ANNUAL FIRE HAZARD FUEL REDUCTION PROGRAM**

NOW, THEREFORE, if said **CONTRACTOR** performs all the requirements of said agreement as required on his/her part, at the times and in the manner specified therein, then this contract shall remain in full force and effect; if the **CONTRACTOR** fails to fulfill this contract, this obligation shall be null and void.

PROVIDED, that any alterations in the work to be done or the materials to be furnished, which may be made pursuant to the terms of said agreement, shall not in any way release said **CONTRACTOR** or said Surety hereunder, nor shall any extensions of time granted under the provisions of said agreement release either said **CONTRACTOR** or said Surety, and notice of such alterations or extensions of the agreement is hereby waived by said Surety.

SIGNED AND SEALED, this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_ (SEAL) \_\_\_\_\_ (SEAL)  
Contractor Surety

BY: \_\_\_\_\_ BY: \_\_\_\_\_  
Signature Signature

(Seal and Notary Acknowledgment of Surety)

**Note: A cash deposit of \$5,000.00 or Assignment of a Financial Instrument acceptable to the CCSD may be substituted in lieu of a Faithful Performance Bond.**



**EXHIBIT "E"**  
**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**FIRE HAZARD FUEL REDUCTION PROGRAM – 2009 BID PROPOSAL FORM**

**SCHEDULE OF PROPOSED CHARGES:**

The bidder shall set forth for each item of work, in clearly legible figures, a unit price for the item in the respective spaces provided for this purpose.

A. Minimum charge for moving equipment onto a lot:

- 1. 25' X 70' Lot \$ \_\_\_\_\_
- 2. 50' X 70' Lot \$ \_\_\_\_\_
- 3. 75' X 70' Lot \$ \_\_\_\_\_
- 4. 100' X 70' Lot \$ \_\_\_\_\_
- 5. Larger parcel charge formula \$ \_\_\_\_\_

B. Type of equipment and cost per hour, including operator:

- 1. Tractor with mover \$ \_\_\_\_\_
- 2. High wee mover \$ \_\_\_\_\_
- 3. Weed-eater \$ \_\_\_\_\_
- 4. Chainsaw \$ \_\_\_\_\_

5. Other equipment; (list with charges): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 6. Dump and haul fee (charge by cubic yard) \$ \_\_\_\_\_

C. Laborer charge (per person/per hour) \$ \_\_\_\_\_

D. Pictures – before and after \$ \_\_\_\_\_

I the undersigned, declare that I am authorized to submit a proposal in behalf of the stated business, have carefully examined Exhibits A, B, and C and hereby proposes to do all the work necessary to complete the project in accordance with said provisions, policies and regulations stated in the attached CCSD Fire Hazard Fuel Reduction agreement:

NAME OF PROPOSER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

SIGNATURE OF PROPOSER: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**EXHIBIT "E"**  
**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**FIRE HAZARD FUEL REDUCTION PROGRAM - 2009**  
**BID PROPOSAL FORM**

**SCHEDULE OF PROPOSED CHARGES:**

The bidder shall set forth for each item of work, in clearly legible figures, a unit price for the item in the respective spaces provided for this purpose.

A. Minimum charge for moving equipment onto a lot:

- 1. 25' X 70' Lot \$ 35-
- 2. 50' X 70' Lot \$ 50-
- 3. 75' X 70' Lot \$ 60-
- 4. 100' X 70' Lot \$ 70-
- 5. Larger parcel charge formula \$ 1.5- PER FRONT FOOT

B. Type of equipment and cost per hour, including operator:

- 1. Tractor with mover \$ 50-
- 2. High wee mover \$ N/C
- 3. Weed-eater \$ 20-
- 4. Chainsaw \$ 22-

5. Other equipment; (list with charges): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 6. Dump and haul fee (charge by cubic yard) \$ 16-

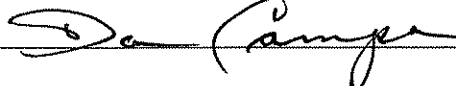
C. Laborer charge (per person/per hour) \$ 16-

D. Pictures – before and after \$ 2- EACH

I the undersigned, declare that I am authorized to submit a proposal in behalf of the stated business, have carefully examined Exhibits A, B, and C and hereby proposes to do all the work necessary to complete the project in accordance with said provisions, policies and regulations stated in the attached Fire Hazard Fuel Reduction agreement:

NAME OF PROPOSER: BUSHWHACKER I

ADDRESS: 1700 LONDON LN.

SIGNATURE OF PROPOSER: 

TITLE: OWNER

DATE: 5-7-09

## **TYPES OF EQUIPMENT**

2 KUBOTA TRACTORS (L3600)

2 DUMP TRUCKS 8'X12' BED (2 ½ TONS)

3 PICKUP TRUCKS

5 CHAIN SAWS (VARIOUS SIZES)

8 SHINDAWA BRUSH CUTTERS (B450'S)

5" GEARMORE FLAIL MOWER

OTHER SMALL HAND TOOLS TO DO REQUIRED WORK

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.D.**

FROM: Tammy Rudock, General Manager

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Meeting Date: April 23, 2009

Subject: Consider Adoption of Resolution  
18-2009 Nominating Director Muril Clift  
as a Candidate for Election to the  
Special District Risk Management  
Authority Board of Directors

**RECOMMENDATIONS:**

Adopt Resolution 18-2009 nominating Director Muril Clift as a candidate for election to the Special District Risk Management Authority (SDRMA) Board of Directors.

**FISCAL IMPACT:**

**DISCUSSION:**

Notice of nominations for the SDRMA Board of Directors September 2009 election was provided in accordance with the SDRMA Sixth amended and restated Joint Power Agreement.

Four Directors seats are up for election. The **nomination filing deadline is June 10, 2009.** Ballots will be mailed to all SDRMA member agencies during the last week of June. Mail-in ballots will be due September 10, 2009.

Nominees must be a board member or full-time management employee and be an active member agency of either SDRMA's property and liability or workers' compensation programs. Candidates must be nominated by resolution of their member agency's governing body. The Directors are elected to four-year terms. The term of office for the newly elected Directors will begin January 1, 2010 and expire December 31, 2013.

Director Sanders announced Director Clift's interest in being nominated for the 2009 election at the March 26 CCSD regular Board meeting.

Attachments: Resolution 18-2009

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BOARD ACTION: Date \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

UNANIMOUS:    SANDERS    CHALDECOTT    CLIFT    DE MICCO    MAC KINNON



## **CAMBRIA COMMUNITY SERVICES DISTRICT**

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RESOLUTION 18-2009

April 23, 2009

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT  
NOMINATING DIRECTOR MURIL CLIFT AS A CANDIDATE FOR ELECTION  
TO THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS**

WHEREAS, the Special District Risk Management Authority (SDRMA) is a Joint Powers Authority formed under California Government Code, Section 6500 et.seq., for the purpose of providing risk management and risk financing for California Special Districts and other local government agencies; and

WHEREAS, the Joint Powers Agreement (JPA) and Bylaws of SDRMA set forth director qualifications, terms of office and election requirements; and

WHEREAS, the Board of Directors of SDRMA established procedures and guidelines for the Director Election process; and

WHEREAS, the Board of Directors of SDRMA established a policy requiring candidates seeking election to the SDRMA Board of Directors be: 1) a board member or full-time management employee and be an active member agency of either SDRMA's property and liability or workers' compensation programs, and 2) nominated by resolution of their member agency's governing body, and 3) each nominated candidate must submit a completed and signed "Statement of Qualifications" on or before the filing deadline in June in order for the candidate's name to be placed on the official ballot.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Cambria Community Services District nominates Muril Clift its Director, as a candidate for the Board of Directors of the Special District Risk Management Authority; and further directs that a copy of this resolution be delivered to SDRMA on or before the June 10, 2009 filing deadline.

PASSED AND ADOPTED THIS 23<sup>rd</sup> day of April 2009, by the following roll call votes:

Ayes: Directors  
Noes:  
Absent: Director Chaldecott  
Abstain:

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Gregory W. Sanders, President  
Board of Directors

APPROVED AS TO FORM:

---

Tim Carmel,  
District Legal Counsel

ATTEST:

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Kathy Choate  
District Clerk

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.E.**

FROM: Tammy Rudock, General Manager  
Alleyne LaBossiere, Finance Manager

-----  
Meeting Date: May 28, 2009

Subject: Consider Resolution 22-2009 Approving  
Assignment of Banking Powers for the  
CCSD's Bank and Investment Accounts

**RECOMMENDATIONS:**

Adopt Resolution 22-2009 approving assignment of the banking powers for Directors and staff of the CCSD.

**FISCAL IMPACT:**

None.

**DISCUSSION:**

Resolution 22-2009 serves to update the assigned banking powers due to changes in the CCSD Board of Directors and CCSD Staff.

Attachment: Banking Powers Assignment

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BOARD ACTION: Date \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

UNANIMOUS: \_\_SANDERS\_\_ CHALDECOTT\_\_ CLIFT \_\_ DE MICCO \_\_MAC KINNON\_\_



## **CAMBRIA COMMUNITY SERVICES DISTRICT**

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### RESOLUTION 22-2009

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT  
APPROVING ASSIGNMENT OF BANKING POWERS FOR THE CAMBRIA  
COMMUNITY SERVICES DISTRICT'S BANK AND INVESTMENT ACCOUNTS

WHEREAS, the Cambria Community Services District bank accounts are held at Heritage Oaks Bank; and

WHEREAS, Heritage Oaks Bank requires an approved resolution stating which banking powers are held by given individuals.

THEREFORE, BE IT RESOLVED, by the Board of Directors of the Cambria Community Services District that the banking powers are granted as listed amended on EXHIBIT A, superseding Resolution 08-2008, dated March 27, 2008;

PASSED AND ADOPTED THIS 28<sup>th</sup> DAY OF MAY 2009.

\_\_\_\_\_  
Gregory W. Sanders  
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Kathy A. Choate  
District Clerk

\_\_\_\_\_  
Tim Carmel  
District Counsel



**CAMBRIA COMMUNITY SERVICES DISTRICT  
ATTACHMENT TO RESOLUTION 22-2009  
MAY 28, 2009  
AUTHORIZED BANKING POWERS**

AGENTS

NAME AND TITLE OR POSITION

- A Greg Sanders, President
- B Peter Chaldecott, Vice-President
- C Muril Clift, Director
- D Allen MacKinnon, Director
- E Frank DeMicco, Director
- F Tammy Rudock, General Manager
- G Alleyne LaBossiere, Finance Manager
- H Robert Gresens, District Engineer
- I Kathy Choate, District Clerk
- J Kathy Fry, Administrative Technician III
- K Monique Madrid, Administrative Technician III
- L Cortney Upthegrove, Administrative Technician II
- M Suzanne Schniederwind, Administrative Technician II
- N Samantha Posatiere, Administrative Technician II

<b>Holder of Power</b>	<b>Description of Power</b>	<b>No. of Signatures Required</b>
None	All Powers Listed.	N/A
F,I	Open any deposit or share account(s) in the name of the CCSD.	2
A,B,C,D,E,F,H,I	Endorse Checks and orders for the payment of money or to Otherwise withdraw or transfer funds on deposit with Heritage Oaks Bank.	2
F,I	Borrow Money on behalf and in the name of the CCSD, sign, execute and deliver promissory notes or other evidence of indebtedness.	2
F,I	Enter into a written lease for the purpose of renting, maintaining, Accessing and terminating a Safe Deposit Box at Heritage Oaks Bank Bank.	2
A,B,C,D,E,F,I	Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now or hereafter owned or acquired by the CCSD as security for sums borrowed, and to discount the same, unconditionally guarantee the payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	2

<b>Holder of Power</b>	<b>Description of Power</b>	<b>No. of Signatures Required</b>
F,G,I,J	Transfer LAIF funds into/out of CCSD bank accounts.	N/A
F,G,I,J,K	Issue stop-payment of checks and order for payment of money and like activities.	N/A
F,G,I,J,K,L,M,N	Make account inquires and deposits.	N/A
G,J,K,L,M,N	Pick up bank statements.	1
F,G,J,K,L,M,N	Recurring electronic payment of federal and California payroll taxes.	N/A
F,G,J,K,L,M,N	Recurring electronic payroll direct deposits.	N/A
F,G,J,K,L,M,N	Recurring electronic deposits into CCSD accounts.	N/A
F,G,J,K	Recurring electronic transfers between CCSD accounts.	N/A
F,G,J,K	Recurring manual transfers between CCSD accounts.	1

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.F.**

FROM: Tammy Rudock, General Manager  
Cori Ryan, Administrative Technician III

Meeting Date: May 28, 2009

Subject: Consider Approving Extension of Intent to Serve Letter for Senior Care Facility, Michael Clark, Applicant, APN 024.191.052

**RECOMMENDATIONS:**

Approve 12-month extension of Intent to Serve Letter for Senior Care Facility, Michael Clark, Applicant, APN 024.191.052.

**FISCAL IMPACT:** None.

**DISCUSSION:**

Per CCSD Code Section 8.04.080(E)(3), extension of Intent to Serve letters for more than 3 EDUs are to be approved by the Board of Directors. Commercial project extensions are valid for a 12-month period.

This Intent to Serve letter for an 11.78 EDU Senior Care Facility at the intersection of Ardath Drive and Green Street was originally issued in 1998. The applicant has paid the administrative and retrofit-in-lieu fees. Mr. Clark has had ten previous extensions for this project. They were as follows:

	May 1, 2000	June 1, 2004
Should have been 12 month extension for commercial ←	November 1, 2000	June 1, 2005
	May 1, 2001	June 1, 2006
	May 1, 2002	June 1, 2007
	June 1, 2003	June 1, 2008

While Mr. Clark's project has undergone many transitions, it remains a viable work in progress, and he is presently working with investors on final project drawings.

If approved, this extension of the intent to serve letter would keep the project valid with the CCSD thru June 1, 2010.

Attachment: Application for Extension

BOARD ACTION: Date \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

UNANIMOUS: \_\_\_ SANDERS \_\_\_ CHALDECOTT \_\_\_ CLIFT \_\_\_ DE MICCO \_\_\_ MAC KINNON

# APPLICATION FOR EXTENSION LETTER

INTENT TO SERVE

CONNECTION PERMIT

RESIDENTIAL  COMMERCIAL

Extension, if approved, is valid for 6 months on residential Intent to Serve Letters, and 12 months on Commercial Intent letters and all Connection Permits.

**INSTRUCTIONS:** Application for Extension shall be submitted at least thirty (30) days prior to expiration date of letter/permit. Applicant must provide proof that application(s) for a building construction permit and, if required for this project, a minor use permit, is/are actively being processed by the County Planning Dept. **Application must include payment of Extension Fee per District Fee Schedule.**

TODAY'S DATE: 5/15/09 EXPIRATION DATE of LETTER/PERMIT 6/1/09  
OWNER'S NAME MICHAEL CLARK PHONE # 927-5088 203-5388  
OWNER'S MAIL ADDRESS P.O. BOX 419, CAMBRIDGE, CA. 93428  
AGENT'S NAME/PHONE NO. \_\_\_\_\_  
ASSESSOR'S PARCEL NUMBER 024-191-024

INTENT TO SERVE LETTER FIRST ISSUED (DATE): \_\_\_\_\_ # OF EXTENSIONS PREVIOUSLY REQUESTED \_\_\_\_\_

- (REQUIRED) • Attach **CURRENT** (no more than 30 days old) **COUNTY STATUS PRINT-OUT** showing RECENT activity on the project
- (REQUIRED) • Building Permit/ Project No. B
- (If applicable) • Minor Use Permit/ Project No. DRG 2005-00103
- Have you started the foundation or construction? Yes \_\_\_ No

Reason for this request:

SLOW ECONOMY - ~~Revising~~ Considering revision of plans to spread project across more land making project look less commercial + provide for senior housing.

I/We understand that the General Manager/Board of Directors (as applicable) shall have full discretion to approve or disapprove the requested extension, and if granted, the extension shall be subject to any conditions which may be imposed.

/s/ Michael B. Clark 5/15/09  
Signature of Applicant or Authorized Agent Date

----- for office use -----  
Extension Fee Paid 5/15/09 Extension DENIED \_\_\_\_\_  
All documentation received 5/15/09 Reason for Denial \_\_\_\_\_  
Board Action Date (if applicable) \_\_\_\_\_  
Extension APPROVED \_\_\_\_\_  
New Expiration Date \_\_\_\_\_  
\_\_\_\_\_/s/Permits Specialist / for General Manager Date



Name: CLARK MICHAEL B Updated: 11/30/2007 MLN  
Address: D1935 GREEN ST CAMB Parcel: D24-191-024  
Description: Master #: DRC2005-00103 Project:

39,391 SQUARE FOOT, 31-UNIT SENIOR CARE FACILITY. THE PROJECT WILL RESULT IN THE DISTURBANCE OF APPROXIMATELY 1 ACRE OF A 1.26 ACRE PARCEL.

Request Type: MINOR USE PERMIT Staff: Airlin Singewald

Project Location: GREEN STREET, CAMBRIA

Total Area:    
Coastal Zone: Yes CZ Appealable?:   
Bldg Env Prop:   
Env Det Prop:   
Enf. Case:

**Dates**  
Received: 12/2/2005  
Accepted:   
Action: 8/18/2006  
Expiration: 10/18/2009  
Completed:

- General
- Dev. Standards
- Env Info
- Service Providers
- Building Info
- Streets I
- Streets II
- Sensitive Areas



Case Activity Listing  
Case #: DRC2005-00103

5/14/2009  
3:36:24PM

Activity	Description	Date 1	Date 2	Date 3	Hold	Disp	Assigned To	Done By	Updated By	Notes
DRCCKAT	Time Ext #1 Letter	5/14/2009	5/14/2009	5/14/2009	None	DONE		TKJ	5/14/2009 TKJ	1st time ext valid thru 10-18-09. tkj
DRCKAT1	TIME EXT #1 REOST RECEIVED	9/23/2008	9/23/2008	9/23/2008	None	DONE	AMS	TKJ	9/23/2008 TKJ	first one year time extension valid thru 10/18/2009. tkj
DRC CAD1	Planner Assignment	11/30/2007	11/30/2007	11/30/2007	None	DONE	AMS	AMS	9/23/2008 TKJ	Airtin
DRCMAM	Micro-Film Records	8/18/2006	8/18/2006	1/25/2007	None	DONE		MVJ	1/25/2007 MVJ	
DRC CALA	APPEAL PERIOD CLOSED	6/13/2007	6/14/2007	10/18/2006	None	DONE		NAR	6/13/2007 NAR	No CCC appeals. Permit good to October 18, 2008.
DRCCAPA	NOTIFICATION SENT	8/18/2006	8/18/2006	8/24/2006	None	DONE		NAR	8/24/2006 NAR	PDH - 8/18/06 - Local appeal period ends 9/1/06.
DRCCANI	PDH HEARING	7/6/2006	7/6/2006	8/18/2006	None	DONE		NAR	7/6/2006 NAR	
DRCCAP	PDH HEARING APPROVAL	8/18/2006	8/18/2006	8/18/2006	None	DONE		NAR	8/18/2006 NAR	
DRCCAP4	Send Staff Report	8/3/2006	8/3/2006	8/3/2006	None	DONE		NAR	8/3/2006 NAR	
DRCCAP2	NOTICE FORM/LABELS TO CLERK	6/20/2006	6/20/2006	7/6/2006	None	DONE		MLN	7/6/2006 NAR	
DRCCAP8	HEARING NOTICED	7/6/2006	7/6/2006	7/6/2006	None	DONE		NAR	7/6/2006 NAR	To be published on 7/13/2006 in The Cambrian. Hard copies to mail on 7/10/2006.



Case Activity Listing  
Case #: DRCC2005-00103

5/14/2009  
3:36:24PM

Activity	Description	Date 1	Date 2	Date 3	Date 4	Date 5	Hold	Disp	Assigned To	Done By	Updated By	Notes
DRCCAC4	Dev Statement Sent	6/20/2006	6/20/2006	6/22/2006			None	DONE	MLN	MLN	6/22/2006	
DRCCAC	Envir Receive File	6/20/2006	6/20/2006	6/22/2006			None	DONE	MLN	MLN	6/22/2006	
DRCCAC	Negative Dec Proposed/Notice	6/20/2006	6/20/2006	6/22/2006			None	DONE	MLN	MLN	6/22/2006	
DRCCAD8	ACCEPTED FOR PROCESSING- ND	6/20/2006	6/20/2006	6/22/2006			None	DONE	MLN	MLN	6/22/2006	
DRCCAL2	INFO HOLD LETTER SENT	12/27/2005	12/27/2005	12/27/2005			None	DONE	MLN	MLN	12/27/2005	
DRCCAD1	Planner Assignment	12/2/2005	12/2/2005	12/7/2005			None	DONE	MLN	TKJ	12/26/2005	to coastal team planners-MLN...tkj
DRCCAM	File Make-Up	12/2/2005	12/2/2005	12/7/2005			None	DONE	TKJ	TKJ	12/7/2005	
DRCCAP6	Referrals Sent	12/2/2005	12/2/2005	12/7/2005			None	DONE	TKJ	TKJ	12/7/2005	
DRCFUP	Development Plan/CUP Fees			12/2/2005			None	DONE	JNB	JNB	12/2/2005	
DRCCAL1	Planning Intake	12/2/2005	12/2/2005	12/2/2005			None	DONE	JGJ	JGJ	12/2/2005	
DRCCAM	Fee Payment	12/2/2005	12/2/2005	12/2/2005			None	DONE	JNB	JNB	12/2/2005	



Case Activity Listing  
Case #: DRC2005-00103

5/14/2009  
3:36:24PM

Activity	Description	Date 1	Date 2	Date 3	Hold	Disp	Assigned To	Done By	Updated By	Notes
DRC0A6	LAND USE PERMIT ISSUE	8/18/2006	8/18/2006		None				8/18/2006	NAR
DRC0AD	Project Complete	8/18/2006	8/18/2006		None				8/18/2006	NAR
DRC0AD	Project Complete	8/18/2006	8/18/2006		None				8/18/2006	NAR
DRC0AM	File Cleaning	8/18/2006	8/18/2006		None				8/18/2006	NAR
DRC0AM	File Cleaning	8/18/2006	8/18/2006		None				8/18/2006	NAR
DRC0AM	Micro-Film Records	8/18/2006	8/18/2006		None				8/18/2006	NAR
DRC0AM	Time Ext Fee Paymt	9/23/2008	9/23/2008		None				9/23/2008	TKI



CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.G.**

FROM: Tammy Rudock, General Manager  
Cori Ryan, Administrative Technician III

-----  
Meeting Date: May 22, 2008

Subject: Consider Approving Extension of Intent to Serve Letter for Cambria Shores Inn, Kim Eady, Applicant, APN 022.381.002

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**RECOMMENDATIONS:**

Approve 12-month extension of 6.6 EDU Intent to Serve Letter for Cambria Shores Inn, Kim Eady, Applicant, APN 022.381.002.

**FISCAL IMPACT**

None.

**DISCUSSION:**

Per CCSD Code Section 8.04.080(E)(3), extension of Intent to Serve letters for more than 3 EDUs are to be approved by the Board of Directors. Commercial project extensions are valid for a 12-month period.

The original project was initially commenced in 1999. SLO County has been working closely with Mr. Eady and his architect regarding project revisions, therefore satisfying the CCSD requirement that the applicant has an active application processing with SLO County for their project.

The Cambria Shores Inn has been in Mr. Eady's family since the mid 1970s. Mr. Eady took ownership in 1998 and immediately began work on upgrading and modernizing the facilities, including compliance with building and fire safety codes. The Cambria Shores Inn is a Triple Diamond and AAA Hotel.

When he acquired the 6.6 EDUs in 1999, Mr. Eady intended to construct additional motel units. He went through several years of planning, design, and capital funds to satisfy California Coastal Commission corridor view shed coastal development permitting provisions. During that time construction costs for commercial development have tripled. Therefore, Mr. Eady has scaled back his plans, while also working toward achieving his goals of enhancing the premises for the convenience of his traveling guests. The current project provides for upgrades to the existing kitchen area and development of a small-scale dining restaurant (hot breakfast and lunch) for guests. Mr. Eady anticipates project completion by November 13, 2010.

If approved, this extension of the Intent to Serve letter would keep the project valid with the CCSD through July 25, 2010. (Note: July 25<sup>th</sup> is the anniversary date of the Cambria Shores Inn Intent to Serve letter.) Mr. Eady's Intent to Serve has been extended seven times. The dates were as follows:

- July 25, 2002
- July 25, 2003
- July 25, 2004
- July 25, 2005
- July 25, 2006
- June 28, 2007
- May 22, 2008

Attachments:           Application for Extension  
                              Letter from Eady dated 5/13/2009

-----  
BOARD ACTION:   Date \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_  
UNANIMOUS \_\_\_ SANDERS \_\_\_ CHALDECOTT \_\_\_ CLIFT \_\_\_ DE MICCO \_\_\_ MAC KINNON \_\_\_

APPLICATION FOR EXTENSION LETTER

X INTENT TO SERVE

CONNECTION PERMIT

RESIDENTIAL COMMERCIAL X

Extension, if approved, is valid for 6 months on residential Intent to Serve Letters, and 12 months on Commercial Intent letters and all Connection Permits.

INSTRUCTIONS: Application for Extension shall be submitted at least thirty (30) days prior to expiration date of letter/permit. Applicant must provide proof that application(s) for a building construction permit and, if required for this project, a minor use permit, is/are actively being processed by the County Planning Dept. Application must include payment of Extension Fee per District Fee Schedule.

TODAY'S DATE: APRIL 30 2009 EXPIRATION DATE OF LETTER/PERMIT JUNE 9TH 2009
OWNER'S NAME JOSEPH MCKIM EADY CAMBRIA SHORES INN PHONE # 805-927-8644
OWNER'S MAIL ADDRESS 6276 MOONSTONE BEACH DRIVE CAMBRIA CA
AGENT'S NAME/PHONE NO. TOM BEAY OMNI DESIGN GROUP 544-9700 93428
ASSESSOR'S PARCEL NUMBER 022-381-002
INTENT TO SERVE LETTER FIRST ISSUED (DATE): MARCH 1 1999 # OF EXTENSIONS PREVIOUSLY REQUESTED 6

- (REQUIRED) Attach CURRENT (no more than 30 days old) COUNTY STATUS PRINT-OUT showing RECENT activity on the project
(RQUIRED) Building Permit/ Project No. B
(If applicable) Minor Use Permit/ Project No. D
Have you started the foundation or construction? Yes No X

Reason for this request: ON NOVEMBER 13 2008 PLANNING COMMISSION GRANTED THE THIRD TIME EXTENSION FOR DEVELOPMENT PLAN, VARIANCE & COASTAL DEVELOPMENT PERMIT D990291D/D990290V JOSEPH MCKIM EADY. WE WILL BREAK GROUND IN SEPTEMBER 2009. WE WILL REPAIR MANAGERS KITCHEN TO COMMERCIAL

We understand that the General Manager/Board of Directors (as applicable) shall have full discretion to approve or disapprove the requested extension, and if granted, the extension shall be subject to any conditions which may be imposed.

/s/ Joseph McKim Eady Signature of Applicant or Authorized Agent Date MAY 7 2009

Form fields for office use including Extension Fee Paid, All documentation received, Board Action Date, Extension APPROVED, New Expiration Date, Extension DENIED, Reason for Denial, and Date.

**San Luis Obispo County**  
**Department of Planning and Building**

County Government Center, San Luis Obispo, CA 93408 (805) 781-5600

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**View Case Status**

The information below summarizes the case you selected.

**Case Number:** D990291D    **Project Name:** D990291    **Parcel:** 022-381-002    **Status:** Approved

<b>Application Date:</b>	4/7/2000		Parcel No. 022-361-068 Number 00000 Street Type Community CMB Acres 1.8716 High Fire Hazard Flood Hazard Area Coastal Zone Coastal Zone Creek or Stream Riparian Vegetation Sensitive Resource Area Geologic Study Area
<b>Address:</b>	06276 MOONSTONE BEACH DRCAMB		
<b>Type of Case:</b>	CONDITIONAL USE PERMIT/DEV PLAN		
<b>Description:</b>	ADD/ALT MOTEL TO RYAN HOSTETTER FOR 3RD AND FINAL TIME EXTENSION		

**Activities**    [Schedule an Inspection](#)

Type	Requested	Scheduled	Completed	Disp (done by)	
Revised Project Rec	7/23/2004	7/23/2004			
TIME EXT #1 REQST RECEIVED	3/29/2005	3/29/2005	3/29/2005	DONE	TKJ
Time Ext Fee Paymt	3/29/2005	3/29/2005	3/29/2005	DONE	JNB
Time Ext #1 Letter	3/29/2005	3/29/2005	3/29/2005	DONE	TKJ
TIME EXT #2 REQST RECEIVED	3/24/2006	3/24/2006	3/24/2006	DONE	TKJ
Time Ext Fee Paymt	3/24/2006	3/24/2006	3/24/2006	DONE	PSW
Time Ext #2 Letter	3/24/2006	3/24/2006	3/24/2006	DONE	TKJ
TIME EXT #3 REQST RECEIVED	4/2/2007	4/2/2007	4/2/2007	DONE	MVJ
Time Ext Fee Paymt	4/2/2007	4/2/2007			
Planner Assignment	4/2/2007	4/2/2007			
HEARING NOTICED	4/2/2007	4/2/2007	10/21/2008	DONE	PSW
Final Staff Report	4/2/2007	4/2/2007			
Send Staff Report	4/2/2007	4/2/2007			
SCHEDULE PC HEARING	4/2/2007	4/2/2007	11/13/2008	DONE	PSW
PC HEARING APPROVAL	4/2/2007	4/2/2007			

Send Staff Report	11/4/2008	11/4/2008	11/4/2008	DONE	RHH
PLANNING COMMISSION HEARING	11/4/2008	11/4/2008	11/13/2008	DONE	RHH
PC HEARING APPROVAL	12/2/2008	12/2/2008	11/13/2008	DONE	RHH
NOTIFICATION SENT	12/2/2008	12/2/2008			
Project Complete	12/2/2008	12/2/2008			
File Cleaning	12/2/2008	12/2/2008			
Micro-Film Records	12/2/2008	12/2/2008			
LAND USE PERMIT ISSUE	12/2/2008	12/2/2008			
Project Complete	12/2/2008	12/2/2008			
File Cleaning	12/2/2008	12/2/2008			
Micro-Film Records	12/2/2008	12/2/2008			
INIT STUDY IN PROC	4/7/2000		9/10/2000	Done	395
ENV INFO REQUESTED	4/7/2000		12/4/2000	Done	395
ENV INFO REQUESTED	10/28/2002		3/28/2001	Done	395
ENV INFO REQUESTED	10/28/2002		4/27/2001	Done	395
DEV STATEMENT SENT	4/7/2000		8/13/2002	Done	395
ENVIR RECEIVE FILE *	4/7/2000		9/10/2000	Done	395
NEG DEC ISSUED/NOT *	4/7/2000		9/6/2002	Done	395
FINALIZE PROJ DESC	10/28/2002		11/15/2001	Done	395
PLANNER ASSIGNMENT	4/7/2000		5/18/2000	Done	222
PLANNER ASSIGNMENT	8/21/2000		8/21/2000	Done	340
PLANNING PROJ INTAKE	4/7/2000		4/20/2000	Done	G95
PROJ ACCEPT LETTER *	4/7/2000		7/20/2000	Done	395
FINAL STAFF REPORT	4/7/2000		2/13/2003	Done	D53
FINAL CONDITION LOCK	4/7/2000		4/8/2003	Done	D53
INFO HOLD LETTER *	4/7/2000		5/19/2000	Done	222
LAND USE PMT ISSUE *	4/7/2000		4/8/2003	Done	D53
FEE PAYMENT INITIAL*	4/7/2000		4/20/2000	Done	G95
FILE MAKE-UP	4/7/2000		4/26/2000	Done	340
NOTIC FORM / LABELS*	4/7/2000		1/30/2003	Done	D53
SEND STAFF REPORT	4/7/2000		2/18/2003	Done	D53
SCHEDULE PC HEAR *	4/7/2000		1/30/2003	Done	D53
REFERRALS SENT	4/7/2000		4/26/2000	Done	340
HEARING NOTICED	4/7/2000		1/30/2003	Done	D53
APPROV/NOFA NOTIF	4/7/2000		3/5/2003	Done	D53
P C HEARING APPV *	4/7/2000		2/27/2003	Done	D53

**Fees**

Item	Fee Amount
L45-DEV. BASE-INIT STDY	2,722.00
L40-DEVELOP W/CE FEE	1,303.00
T03-Time Extension 3rd Reqst	404.00
Z09-FIRE/COMM/LAND	360.00
L80-Revised Plans	181.00
X57-HEALTH DEV PLAN REV	160.00
X38-PUBLIC NOTICING	130.00
T01-Time Extension 1st / 2nd	89.00
T01-Time Extension 1st / 2nd	75.00
R03-MICROFILM/RECORDS	36.00
Z17-ENV.DOC/CLERK FILING	25.00
X57-HEALTH DEV PLAN REV	10.00

Z09-FIRE/COMM/LAND	10.00
<b>Total Fees</b>	<b>5,505.00</b>

**Conditions**

Title	Tag	Status
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**Valuations**

Item	Quantity	Grade	Type	Rate	Valuation
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4-1



**SAN LUIS OBISPO COUNTY**  
**DEPARTMENT OF PLANNING AND BUILDING**

VICTOR HOLANDA, AICP  
DIRECTOR

**DATE:** NOVEMBER 13 2008

**TO:** PLANNING COMMISSION

**FROM:** RYAN HOSTETTER, PLANNER

**SUBJECT:** THIRD TIME EXTENSION FOR DEVELOPMENT PLAN,  
VARIANCE & COASTAL DEVELOPMENT PERMIT  
D990291D/ D990290V JOSEPH MCKIM EADY

**ATTACHMENTS:**

1. Exhibit "A" – Findings for Third Time Extension
2. Original Staff Report & Resolution– January 9, 2003
3. Time Extension Request Letters & Receipt

**SUMMARY**

The applicant is requesting a third time extension to Development Plan, Variance and Coastal Development Permit D990291D/D990290V to allow a renovation of an existing one-story 24 unit motel and to obtain a Variance from the 50% view corridor and height limit. The renovation involves: 1) demolition of existing structures including two outbuildings, five motel rooms, the manager's residence and the reception area; 2) construction of 11 new units plus a manager's unit (total: 35 rooms plus manager's unit); 3) construction of a second story; and 4) construction of a parking area, driveway, swimming pool and lawn. The project is located at 6276 Moonstone Beach Drive in the community of Cambria, in the North Coast planning area. Assessors parcel number 022-381-002

**RECOMMENDATION**

Approve the third time extension to be valid until November 13, 2009 (pursuant to 23.02.050) for Development Plan, Variance and Coastal Development Permit (CDP) D9910291D/D990290V based on findings in Exhibit A that carry over the original findings and conditions outlined in the attached staff report.

**DISCUSSION**

The subject permits were approved by the Planning Commission on January 9, 2003. After the appeal period, the project became effective on February 20, 2003 and remained in effect for two years. The first and second one-year time extensions were

**Exhibit A:**  
**D030159D Findings for third time extension**

- A. Substantial site work could not be completed as set forth in Coastal Zone Land Use Ordinance Section 23.02.042 because of circumstances beyond the control of the applicant.
- B. The original findings justifying the first two time extensions can still be made.
- C. There have been no changes to provisions of the Land Use Element and Land Use Ordinance applicable to the project since the approval of the land use permit.
- D. There have been no changes in the character of the site or its surroundings that affect how the standards of the Land Use Element and Land Use Ordinance apply to the project.
- E. There have been no changes to the capacities of community resources, including but not limited to water supply, sewage treatment or disposal facilities, roads or schools such that there is no longer sufficient remaining capacity to serve the project.
- F. The original findings for approval of the Variance, Development Plan, and Coastal Development Permit (D990291D/D990290V) can still be made and the original conditions of approval are still adequate to ensure the project's consistency with the General Plan and applicable zoning and building ordinances.



To Tammy, Cori, and the CCSD Board of Directors.  
May 13, 2009  
Cambria Shores Inn

The Cambria Shores needs one more extension. Our development plan with the county was extended by the planning commission for the last and final 3<sup>rd</sup> extension on November 13 2008 Variance & Coastal Development Permit D990291D and D990290V Joseph McKim Eady. We plan on only adding one room instead of the 11 rooms the county approved. We will need to have construction in place by November 13<sup>th</sup> 2010 we are asking the board to extend to us a 1 year extension on our intent to serve letter for 6.6 EDU's from June 6<sup>th</sup> 2009. We are also going to finish updating rooms 19 thru 24 as we did rooms 1 thru 18 in 2007. We are working with our architect on updating our manager's kitchen to meet today's commercial standards as I stated in last years letter we will be reducing the number of tables for the .6 EDU for the 1 room. It has been a tough year, I thought I was going to have the kitchen for our in-house restaurant done by now.

Thanks Kim Eady

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.H.**

FROM: Tammy Rudock, General Manager

Meeting Date: May 22, 2008

Subject: Consider Ratifying General Manager's Approval of Professional Services Proposal by Carol Cowley, CMC, to Officiate the 2009 Water and Sewer Rates Protest Process

**RECOMMENDATIONS:**

Ratify the General Manager's approval of the professional services proposal by Carol Cowley, CMC (Certified Municipal Clerk), to officiate the 2009 Water and Sewer Rates Protest process.

**FISCAL IMPACT**

\$100 per hour (not to exceed \$3,000), plus reimbursement of incidental expenses, including mileage at the IRS rate. Under the CCSD's Purchasing Policy, the General Manager has authority to contract for services less than \$25,000.

**DISCUSSION:**

The services of Carol Cowley, CMC, were obtained for assistance with the 2009 Water and Sewer Rates Protest process. Michael Colantuono, the CCSD's external legal counsel for the Proposition 218 Guidelines and process, was initially consulted and he referred staff to a couple of city clerks who might provide such professional assistance, or could provide a reference to a retired city clerk. Staff also sent out a "list-serve" request soliciting proposals through our District Clerk's membership in a municipal clerk professional organization.

The individuals Mr. Colantuono recommended were too busy working on local ballot measures and/or election processes, either in their active municipal clerk duties or in a consultant capacity (if they were retired). We did not receive any responses to our "list-serve" request. Ms. Cowley contacted me through her association with other retired city clerks. We discussed the CCSD protest process and the anticipated expectations of the protest official, and she submitted a reasonable proposal. After reviewing Ms. Cowley's professional qualifications and experience, I accepted her proposal on behalf of the CCSD on 1/26/09.

Attachments: 1/18/09 Cowley Proposal  
Cowley Resume

BOARD ACTION: Date \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

UNANIMOUS \_\_\_ SANDERS \_\_\_ CHALDECOTT \_\_\_ CLIFT \_\_\_ DE MICCO \_\_\_ MAC KINNON \_\_\_

TO: Tammy Rudock, General Manager  
Cambria Community Services District

FROM: Carol Cowley

DATE: January 18, 2009

SUBJECT: Proposition 218 Ballot Measure Assistance

**PROPOSAL**

In response to our telephone conversation on January 16, 2009, I submit the following proposal for Proposition 218 Ballot Measure Assistance.

**Scope of Services:**

- Review of Resolutions and Notice
- Canvass of ballots
- Provide procedural advice as required
- Attendance at Protest Hearing
- Attendance at required meetings

**Fees:**

- \$100./hr plus expenses (not to exceed ~~\$5,000~~ <sup>\$3,000 bar</sup>)
- \$125./hr. including expenses (not to exceed \$5,000)

Resume attached.

Accept this fee proposal on behalf of the CCSD  
this 26<sup>th</sup> day of January 2009.

BY: Tammy A. Rudock  
General Manager

**Carol A. Cowley, CMC**, 13955 Lemoli Avenue, Hawthorne, CA 90250

Home: 310-970-1514 Cell: 310-995-4760

CCOWLEY@socal.rr.com

### EMPLOYMENT HISTORY

1/07 – 9/08	City Manager	City of La Puente
2//02 – 12/06	Administrative Services Director/City Clerk	City of La Puente
12/00 – 2/02	Interim Deputy City Clerk	City of Covina
799 -- 10/00	City Clerk City Clerk	City of Walnut
6/98 – 6/99	Chief Deputy City Clerk	City of Redondo Beach
1/97 – 6/98	Interim City clerk	City of Citrus Heights
4/89 – 12/96	City Clerk	City of Galt

### EDUCATION

- San Joaquin Delta College, Stockton, CA -- Business Administration
- National University, Sacramento, CA -- Business Administration
- Human Resources Academy through CPS and CJPIA

### CERTIFICATIONS AND PROFESSIONAL MEMBERSHIPS

Certified Municipal Clerk	Member of City Clerk's Association of California
	Member of International Institute of Municipal Clerks
Commissioned Notary Public	Member of the National Notary Association

### SUMMARY OF QUALIFICATIONS

25 years experience in public administration with an emphasis in planning, organizing, directing and implementing administrative policies and procedures for the efficient operation of department functions and personnel with overall responsibility for supervising staff. For the past six years responsible for administering Human Resources and benefits for the City of La Puente. Researched, developed and implemented City-wide personnel policies and procedures for effective supervision of employees, including training, work flow dissemination and performance, and team building. Provided classification and compensation studies for in-house positions; planned organized and administered recruitment for all vacant positions.

As Administrative Services Director -- responsible for the Human Resources functions including Labor Relations and benefits administration as well as writing personnel policies and city-wide employee handbooks. Responsible for the coordination of all employee recruitment, including preparation of job flyers, advertising the position, scheduling interviews and testing. Responsible for employee benefits, worker's compensation, labor relations and classification and compensation studies.

As City Clerk -- Coordinated preparation of agendas and agenda packet preparation, distribution and postings; implemented audio web streaming of council meeting agendas and minutes; refined and streamlined city council agendas and agenda process; attended staff meetings, council meetings, board meetings and community meetings as required; prepared Council follow up; responsible for the publication and postings of all legal and public notices. Also administered municipal elections risk management, Cable Television Franchise, records management passport and customer services.

**City of Covina** Under contract with the City assisted the City Clerk with elections, records management, minutes, board and commission recruitments; postings and publishing of legal documents; campaign disclosure and conflict of interest filings; trained new deputy city clerk.

**City of Walnut** Managed the City Clerk's department, elections administration, records management, agenda process, preparation of Minutes , postings and publishing of legal documents; campaign disclosure and conflict of interest filings.

**City of Redondo Beach** Assisted City Clerk in the operations of the City Clerk's office; elections administration, records management, agenda process, minutes preparation, postings and publishing of legal documents; campaign disclosure and conflict of interest filings; bid openings.

**City of Citrus Heights** Under contract with City established City Clerk's office in newly incorporated City; implemented records management program, agenda process, minutes preparation, postings and publishing of legal documents; campaign disclosure and conflict of interest filings.

**City of Galt** As an elected City Clerk, was a department head with responsibility for managing all aspects of the City Clerk's office, including election administration, agenda preparation and distribution; citywide centralized records management program; bid openings; contract administration; publishing and posting of legal notices; served as secretary to the redevelopment agency; participated in and secretary to several special financing districts; Council support; community outreach programs.

**References upon request**  
**Sample Writing available**

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors  
FROM: Tammy Rudock, General Manager  
Alleyne LaBossiere, Finance Manager

AGENDA NO. **8.A.**

Meeting Date: May 28, 2009

Subject: Consider Adoption of Resolution 21-2009 Confirming the Itemized Report of Water and Wastewater Standby or Availability Charges

**Recommendation:**

1. Receive itemized report of Water and Wastewater Standby or Availability charges.
2. Open public hearing.
3. Take public testimony.
4. Close public hearing.
5. Discussion.
6. Adopt Resolution 21-2009 confirming the itemized report (Exhibit "A" to the Resolution) describing each parcel and the amount of Water and Wastewater Standby and/or Availability charges to be assessed against each parcel.

**Fiscal Impact:**

<u>Standby/Availability Charge</u>	<u>Estimate Revenue</u>
Water	\$170,000
Wastewater	\$110,000

**Discussion:**

Attached is Resolution 21-2009 for review and adoption after the public hearing is held. The Board previously adopted Resolution 16-2009, which established the standby and availability annual charges at \$45 for water and \$30 for wastewater for properties of one (1) acre or less with higher fees for properties over one (1) acre as described in the attached Financial Report. The specific fee schedule is shown on page 1 of the attached Financial Report.

The itemized report of water and wastewater standby or availability charges by parcel has been available for review at the CCSD office and is available today at this hearing.

Attachments: Financial Report  
Resolution 21-2009

BOARD ACTION: Date \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

UNANIMOUS: \_\_\_ SANDERS\_\_\_ CHALDECOTT \_\_\_ CLIFT\_\_\_ DE MICCO\_\_\_ MACKINNON\_\_\_

# Water and Wastewater Charges

## Financial Report

---

### Legislative Background

State Government Code § 61124 allows the Cambria Community Services (CCSD) to annually levy a maximum of \$45 water standby or availability charges per acre of land within the CCSD, and a maximum of \$30 wastewater standby or availability charges per acre within the CCSD. The CCSD has determined that the following fee schedule is consistent with the legal standard that the fee not be discriminatory or excessive and does not exceed the reasonable cost of the proportional benefit received by each parcel from the improvements funded by the fees:

## Water Standby or Availability Fees

- a. For all parcels of one (1) acre or less: \$45.00
- b. For all un-subdivided land of more than one (1) acre: \$45.00 plus \$1.35 per acre over one acre.
- c. For all subdivided land of more than one (1) acre:
  - (1) For the first ten (10) acres, \$45.00 per acre.
  - (2) For all such land over the first ten (10) acres, \$1.35 per acre.

## Wastewater Standby or Availability Fees

- a. For all parcels of one (1) acre or less: \$30.00
- b. For all un-subdivided land of more than one (1) acre: \$30.00 plus \$.90 per acre over one (1) acre.
- c. For all subdivided land of more than one (1) acre:
  - (1) For the first ten (10) acres: \$30.00 per acre.
  - (2) For all such land over the first ten (10) acres: \$.90 per acre.

These fees do not exceed what the CCSD was charging in November 1996. Therefore, the imposition of the fees is exempt from the requirements of Proposition 218.

Estimated revenues from these sources during the fiscal year 2009/10 are as follows:

Ø Water	\$ 170,000
Ø Wastewater	\$ 110,000

The revenue projections are based on charging all improved property owners within the CCSD and unimproved property owners whose projects have received "Intent to Serve" letters, open connection permits and grandfather meters or open commitments.

## **CCSD Policy Summary**

In 1987 Government Code §61765.12 did not restrict the use of the standby/availability fees, but Proposition 218 indicates they must be used for “the capital costs or maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control.” (California Constitution, Article XIII D, § 4.) In 1990, the Board established a policy whereby the standby and availability charges help fund the CCSD’s Capital Improvement Program. Simultaneously, water and wastewater user fees, interest income, and certain miscellaneous revenues were to be used to cover operating expenses associated within the Utilities Department (Water and Wastewater).

Beginning in Fiscal Year 1993/94 the CCSD established a policy to transfer any operating funds in excess of operating expenditures to the Capital Improvement Fund. The policy covered a number of issues, and they include:

- Ø Provide a substitute revenue source due to the loss of property taxes and State augmentation funds;
- Ø Provide a revenue source paid by current customers to make up their share of Capital Project Cost which benefit them; and
- Ø Allowed for the transition of project costs subject to long term financing to be integrated back into the operating budget (once a financed capital project is completed and annual payments are charged to the operating budget).

Continuation of this policy means a part of the revenue stream for capital projects remains intact.

## **CAPITAL IMPROVEMENT PROGRAM**

The Capital Improvement Fund is established through the adopted Capital Improvement Program. The Program identifies infrastructure improvements and projects. As indicated in the Background Section, standby and availability charges and connection revenue are revenue sources for the Program. Debt, general fund reserves, grants and standby availability charges are the major funding sources for infrastructure projects.

## **ATTACHMENT – FY 2007/2008 Actual and FY 2008/2009 Estimated Revenues & Expenditures**

The attachment is a summary of 2007/08 actual and 2008/09 projected Water and Wastewater revenues and expenditures for Capital Improvement Projects.

As indicated in the attachment, standby or availability revenue is needed to finance the Capital Improvement Program budget; particularly since connection fee revenue declined sharply since the implementation of the Water Code 350 Water Moratorium in 2001 and has been virtually non-existent in the most recent years.

Eliminating the standby and availability charges would eliminate a source of funding for infrastructure projects.



In fiscal year 2007/08 expenditures of \$1,404,797 were incurred for Water Capital Assets. The expenditures for Wastewater Capital Assets were \$376,619.

The CCSD has identified a number of priority Water and Wastewater Capital Improvement Projects, including:

- Ø Rodeo Grounds Pump Relocation
- Ø Stuart Street Tank Replacement
- Ø Desalination
- Ø The Pine Knolls Connection Pipeline
- Ø Bio-Solids Dewatering Project-Class A
- Ø Sanitary Sewer Management Plan
- Ø WWTP/Collection System Safety Improvements
- Ø Moonstone Beach Drive Bridge Utilities
- Ø Alarm System Upgrades (SCADA)

The projected costs of these projects for Fiscal Year 2009/2010 are approximately \$5,495,402.

The proposed project list underscores the importance of having the maximum standby and availability charges in place. Failure to do further restricts an already slim revenue stream and may result in the inability of the CCSD to support current and future debt service associated with capital projects and/or limits the CCSD's ability to obtain long term financing of its projects.

Failure to adopt the assessment will result in an estimated reduction of \$170,000 in Water Enterprise revenues and \$110,000 in Wastewater Enterprise revenues for Fiscal Year 2009/2010.

# ATTACHMENT

## CAPITAL ACTIVITY-FISCAL YEAR 2007/2008 ACTUAL REVENUES & EXPENDITURES

	<u>WATER</u>	<u>WASTEWATER</u>
<b><u>REVENUE</u></b>		
Connection	9,714	17,684
Availability	175,893	114,114
Operating Transfer	<u>1,219,190</u>	<u>244,821</u>
Total	1,404,797	376,619
<b><u>EXPENDITURES</u></b>		
Capital Improvements	1,404,797	376,619
Transfer to Capital Reserves	<u>0</u>	<u>0</u>
Total	1,404,797	376,619

# ATTACHMENT

## CAPITAL ACTIVITY-FISCAL YEAR 2008/2009 ESTIMATED REVENUES & EXPENDITURES

	<u>WATER</u>	<u>WASTEWATER</u>
<b><u>REVENUE</u></b>		
Connection	0	1,000
Availability	176,500	114,700
Transfer from General Fund	<u>68,500</u>	<u>0</u>
Total	245,000	115,700
<b><u>EXPENDITURES</u></b>		
Capital Improvements	245,000	58,900
Transfer to Capital Reserves	<u>0</u>	<u>56,800</u>
Total	245,000	115,700



## CAMBRIA COMMUNITY SERVICES DISTRICT

### RESOLUTION 21-2009

#### RESOLUTION CONFIRMING ITEMIZED REPORT OF WATER AND WASTEWATER STANDBY OR AVAILABILITY CHARGES

WHEREAS, by Resolution No. 16-2009 the Board of Directors of the Cambria Community Services District fixed the Water and Wastewater Standby or Availability Charges for all parcels within the CCSD, with the exclusion of those unimproved properties that have not been issued an "Intent to Serve" letter, or connection permits, for Fiscal Year 2009/2010; and

WHEREAS, District Counsel has provided a legal opinion that the standby and availability charges as set by this resolution are validly imposed in compliance with the provisions of Proposition 218; and

WHEREAS, based on District Counsel's opinion, the Board finds that the standby and availability charges set herein do not conflict with Proposition 218; and

WHEREAS, the General Manager has filed with the District Clerk a report describing each parcel and the amount of Water and Wastewater Standby or Availability Charge to be assessed against each parcel for the Fiscal Year 2009-2010, which report is designated as Exhibit "A" and is incorporated herein by reference as though here fully set forth;

WHEREAS, at 12:30 PM, on April 23, 2009 and 12:30 PM on May 28, 2009, at the Veterans Memorial Building, 1000 Main Street, Cambria, California, the time and place set forth in the notices of public hearing concerning the placing of annual water and wastewater standby or availability charges on the tax rolls, any person interested, including all persons owning property within the District, were given the opportunity to appear and be heard concerning this matter.

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

1. The recitals set forth hereinabove are true, correct and valid.
2. Said itemized report, Exhibit "A", copies of which are on file in the office of the Cambria Community Services District and are available there for public inspection, be and is hereby ordered confirmed in the form set forth in said Exhibit "A".

3. The CCSD General Manager, or their designee, shall transmit a copy of this Resolution to the County Auditor.

4. The County Auditor and the County Tax Collector be and hereby are authorized and directed to do all acts necessary and proper to place on the 2009/2010 tax rolls the respective assessments set forth in said confirmed itemized report Exhibit "A" and to collect these Water and Wastewater Standby or Availability Charges on the property tax bill, plus such administrative charges allowed by law.

5. As a result of the confirmation of said itemized report, Exhibit "A", the amounts of the Water and Wastewater Standby or Availability Charges set forth in said itemized report are thereby made special assessments and shall become liens against the respective parcels of real property in the Cambria Community Services District.

6. This resolution shall take effect immediately upon its adoption.

The foregoing resolution was adopted at a Regular Meeting of the Board of Directors of the Cambria Community Services District held on May 28, 2009.

By unanimous vote on the motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, Resolution No. 21-2009 is adopted at the Regular Meeting of the Board of Directors this 28th day of May 2009.

\_\_\_\_\_  
Gregory W. Sanders, President  
Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Kathy A. Choate  
District Clerk

\_\_\_\_\_  
Tim Carmel  
District Counsel

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.A.**

FROM: Tammy Rudock, General Manager

Meeting Date: May 28, 2009

Subject: Receive Water Conservation  
Presentation

**RECOMMENDATIONS:**

Receive Water Conservation Presentation.

**FISCAL IMPACT:**

None.

**DISCUSSION:**

CCSD staffer, Cori Ryan, is present today to deliver a presentation on water conservation.

BOARD ACTION: Date \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

UNANIMOUS: \_\_\_SANDERS\_\_\_ CHALDECOTT \_\_\_ CLIFT \_\_\_ DEMICCO \_\_\_ MACKINNON\_\_\_

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.B.**

FROM: Tammy Rudock, General Manager  
Alleyne LaBossiere, Finance Manager

Meeting Date: May 28, 2009

Subject: Receive Fiscal Year 2007/2008  
Management Letter from Crosby and  
Cindrich, CPAs, and Response by  
Management

**RECOMMENDATIONS:**

Receive Fiscal Year 2007/2008 Management Letter from Crosby and Cindrich, Certified Public Accountants, and response by Management.

**FISCAL IMPACT:**

This presentation is not part of the agreed upon scope of the audit services for the CCSD and any billing will be based on Robert Crosby's standard hourly rate.

**DISCUSSION:**

Robert Crosby, CPA, is present today at the request of CCSD Board of Directors.

Attachments: Crosby and Cindrich Management Letter  
Management Response

BOARD ACTION: Date \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

UNANIMOUS: \_\_\_SANDERS\_\_\_ CHALDECOTT \_\_\_ CLIFT \_\_\_ DEMICCO \_\_\_ MACKINNON\_\_\_

**CAMBRIA  
COMMUNITY SERVICES DISTRICT**

**Management Advisory Comments**

**For the Year Ended  
June 30, 2008**



**CROSBY & CINDRICH, CERTIFIED PUBLIC ACCOUNTANTS**  
**A PROFESSIONAL CORPORATION**

1368 MARSH STREET - SAN LUIS OBISPO, CA 93401  
PHONE: (805)543-5800 FAX: (805)543-2575

Board of Directors  
Cambria Community Services District

In planning and performing our audit of the financial statements of the Cambria Community Services District for the year ended June 30, 2008, we considered its internal control structure in order to determine our auditing procedures. This was done for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control structure.

However, during our audit we became aware of a couple matters that are opportunities for strengthening internal controls and operating efficiency. The memorandum that accompanies this letter summarizes our comments and suggestions regarding those matters. This letter does not affect our report dated December 18, 2008, on the financial statements of the Cambria Community Services District.

We have already discussed these comments and suggestions with various personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

This report is intended solely for the information and use of the Board of Directors and the Cambria Community Services District management.

We appreciate the complete cooperation and assistance we received from the staff during our audit work.

**CROSBY & CINDRICH**  
**Certified Public Accountants**  
**A Professional Corporation**

December 18, 2008



**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**Board of Directors**  
**Attachment**  
**December 18, 2008**

**AUDIT COMMENTS AND SUGGESTIONS**

**1. District Infrastructure**

In June of 1999, the Governmental Accounting Standards Board issued Statement Number 34 (GASB 34), which not only established new Government-Wide financial reporting requirements for state and local governments throughout the United States, the Statement also included new requirements for District infrastructure analysis and for capital asset accounting and reporting.

The District has already fulfilled the GASB 34 initial assessment requirements by identifying all capital assets and infrastructure utilized and located within the District, and by establishing depreciation schedules indicating each capital asset's useful life. With these GASB 34 requirements, management was also required to establish an ongoing method to periodically assess the condition of all capital assets and infrastructure, and to estimate their replacement dates and adequately project and compute the District's needs for future repairs and replacements.

The purpose of these infrastructure requirements is to insure that the governmental unit is properly maintaining its infrastructure assets and adequately providing for future needs. This will insure that the governmental unit does not experience a catastrophic breakdown in its infrastructure assets due to unforeseen or neglected maintenance, which could prove to be financially devastating to the District.

It appears as though the District has not adequately established an ongoing method to periodically reassess the District's infrastructure and to adequately project and compute the District's needs for future repairs and replacements.

We recommend that the District coordinate these periodic infrastructure assessments with the District Engineer to determine an ongoing method to assess the condition of the District's infrastructure assets and determine the estimated cost of repair and replacement of these assets. This will enable the District to adequately anticipate and prepare for these future costs and accurately report them in upcoming future budgets.

We also recommend that the results of these findings be continually updated, preferably in one of the new computer programs that have been developed to track and project these future costs.

**CAMBRIA COMMUNITY SERVICES DISTRICT**

**Board of Directors**

**Attachment**

**December 18, 2008**

**2. Enterprise Fund Deficits**

Over the past several years, the Cambria Community Services District enterprise funds have been operating at a deficit. Currently, our ratio analysis of the Statement of Net Assets at year-end does not currently indicate a problem. However, if this trend continues unchecked, over a period of time, the District's ratios could indicate in the future some possible going concern problems.

The Board of Directors and Management of the District are aware of the deficit balances. The District is committed to making operational changes that will lead to improved financial performance in the near future and it is our understanding that management has taken measures to increase the water and wastewater fees to accommodate these deficits. In light of these improvements in operations and the proposed fee increases, the District expects to be prepared to meet its future obligations.

**3. Inventory**

During the audit, we noted that a fuel inventory was not made at year end. To more accurately reflect operations in the governmental and waste water funds, fuel remaining at year end should be capitalized in inventory on the statement of net assets. Currently, the differences that could have occurred with the amounts that should have been recorded in inventory appear to be immaterial.



May 21, 2009

**DIRECTORS:**

Gregory Sanders  
*President*

Peter Chaldecott  
*Vice President*

Muriel Clift  
*Director*

Frank DeMicco  
*Director*

Allan MacGinnon  
*Director*

Crosby & Cindrich,  
Certified Public Accountants  
1368 Marsh Street  
San Luis Obispo, CA 93401

We have reviewed the Management Advisory Comments that you provided in connection with your audit of the financial statements of the Cambria Community Services District as of June 30, 2008 and for the year then ended. Following is our response to each item:

**OFFICERS:**

Tammy Rudock  
*General Manager*

Tim Carmel  
*District Counsel*

Kathy Choate  
*District Clerk*

1. **District Infrastructure**-We will take the recommendation for periodic infrastructure assessments under advisement as we agree that this is a good management practice.

2. **Enterprise Fund Deficits**-We are well aware that the enterprise funds cannot continue to operate at a deficit without endangering the viability of the fund or CCSD as a whole. We are currently undergoing another Proposition 218 process in order to increase water and wastewater rates to address the deficits. We have accomplished two Proposition 218 processes, in October 2007 and July 2008 only to have water and sewer rates rescinded by the CCSD Board of Directors on January 8, 2009.

3. **Inventory**-We are in agreement as to the propriety of capitalizing fuel inventory as of June 30. However, after researching the need to upgrade our storage equipment so as to be able to have a valid inventory count, we do not feel it would be cost-effective as the amount of inventory in question is immaterial and the year to year adjustment would be minor.

Sincerely,

Tammy Rudock, General Manager  
Cambria Community Services District