

**4/12/2019: ADDED 15. ADJOURN TO CLOSED SESSION ITEMS
15.C. AND 15.D. AND STAFF REPORT 13.B. 4/15/2019: ADDED
CONSENT AGENDA 14.A. 4/16/2019: Added Staff Report
14.A. Documents**



CAMBRIA COMMUNITY SERVICES DISTRICT

Thursday, April 11, 2019 - 2:00 PM

1000 Main Street Cambria, CA 93428

AGENDA

Copies of the staff reports or other documentation relating to each item of business referred to on the agenda are on file in the Office of the District Clerk, available for public inspection during District business hours. The agenda and agenda packets are also available on the CCSD website at www.cambriacsd.org. The District Office hours are Monday - Thursday, and every other Friday from 9:00 a.m. through 4:00 p.m. Please call 805-927-6223 if you need any assistance. If requested, the agenda and supporting documents shall be made available in alternative formats to persons with a disability. The District Clerk will answer any questions regarding the agenda.

1. OPENING

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

2. PUBLIC SAFETY (Estimated time: 5 minutes per item)

- A. Sheriff's Department Report**
- B. CCSD Fire Chief's Report**
- C. PROS Chairman's Report**

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

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

4. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

- A.** Board Member, Committee and Liaison Reports
 - i.** President's Report
 - ii.** Finance Standing Committee Report Including Discussion of Goals
 - iii.** Policy Standing Committee Report Including Discussion of Goals
 - iv.** Resources & Infrastructure Standing Committee Report Including Discussion of Goals
 - v.** Other Liaison Reports

5. MANAGER'S REPORT

- A.** General Manager's Report
- B.** Finance Manager's Report

6. CONSENT AGENDA (Estimated time: 15 minutes)

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

- A.** CONSIDERATION TO ADOPT THE MARCH 2019 EXPENDITURE REPORT
- B.** CONSIDERATION TO ADOPT THE MARCH 5, 2019 ADJOURNED REGULAR MEETING MINUTES, MARCH 29, 2019 SPECIAL MEETING MINUTES AND MARCH 14, 2019 AND MARCH 21, 2019 REGULAR MEETING MINUTES
- C.** CONSIDERATION OF ADOPTION OF RESOLUTION 11-2019 DECLARING A PUBLIC NUISANCE FOR THE ANNUAL FIRE HAZARD FUEL REDUCTION PROGRAM
- D.** CONSIDERATION OF ADOPTION OF RESOLUTION 14-2019 AUTHORIZING DESIGNATION OF APPLICANT'S AGENT TO BE FILED IN THE OFFICE OF EMERGENCY SERVICES (OES)
- E.** CONSIDERATION OF AUTHORIZATION OF OPPOSITION LETTER TO AB 1486 RELATING TO PUBLIC AGENCY LAND AND SURPLUS PROPERTY

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

- A.** DISCUSSION AND CONSIDERATION TO FIX WATER AND WASTEWATER STANDBY OR AVAILABILITY CHARGES AS PROVIDED IN GOVERNMENT CODE §61124(b) AND CONSIDERATION OF ADOPTION OF RESOLUTION 12-2019 FIXING WATER AND WASTEWATER STANDBY OR AVAILABILITY CHARGES FOR FISCAL YEAR 2019/2020

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

- A.** DISCUSSION AND CONSIDERATION OF APPROVAL OF AN AMENDED EMPLOYMENT AGREEMENT WITH PAAVO OGREN TO SERVE AS INTERIM GENERAL MANAGER AND ADOPTION OF RESOLUTION 15-2019 AMENDING THE DISTRICT SALARY SCHEDULE

9. ADJOURN TO CLOSED SESSION (Estimated time: 60 minutes)

- A.** PUBLIC EMPLOYMENT Pursuant to Government Code Section 54957.
Title: General Manager
- B.** PUBLIC EMPLOYMENT Pursuant to Government Code Section 54597.
Title: Interim General Manager

³ **10. ADJOURNMENT**

- A. THE REMAINING ITEMS ON THE AGENDA WILL BE CONSIDERED AT THE SECOND REGULAR MEETING ON APRIL 18, 2019**

11. OPENING

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

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

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

13. REGULAR BUSINESS (Estimated time: 15 minutes per item)

- A. DISCUSSION AND CONSIDERATION TO PROVIDE DIRECTION TO THE FINANCE COMMITTEE REGARDING SECURING FUNDING SOURCES FOR PERMANENT FIREFIGHTER POSITIONS**
B. DISCUSSION AND REVIEW OF FISCAL YEAR 2018/2019 MID-YEAR BUDGET
C. DISCUSSION AND CONSIDERATION OF A BIKE SHARE LOCATION AGREEMENT WITH ZAGSTER, INC.
D. DISCUSSION AND CONSIDERATION TO FILL VACANT SEAT ON THE POLICY COMMITTEE
E. DISCUSSION AND REVIEW OF 2019 STATUS UPDATE ON BOARD GOALS AND OBJECTIVES
F. DISCUSSION REGARDING REDUCED WATER RATES FOR LOW INCOME RATEPAYERS

14. CONSENT AGENDA (Estimated time: 15 minutes)

- A. CONSIDERATION OF APPROVAL OF AN AMENDED EMPLOYMENT AGREEMENT WITH PAAVO OGREN AND ADOPTION OF RESOLUTION 16-2019 AMENDING THE DISTRICT SALARY SCHEDULE**

15. FUTURE AGENDA ITEM(S) (Estimated time: 15 minutes)

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

- A. Mission Country Solid Waste Rate Increase**

16. ADJOURN TO CLOSED SESSION (Estimated time: 60 minutes)

- A.** PUBLIC EMPLOYMENT Pursuant to Government Code Section 54957.
Title: General Manager
- B.** PUBLIC EMPLOYMENT Pursuant to Government Code Section 54597.
Title: Interim General Manager
- C.** CONFERENCE WITH REAL PROPERTY NEGOTIATORS Pursuant to Government Code Section 54956.8.
Property APN: 013-151-045
Agency Negotiators: Interim General Manager and District Counsel
Negotiating Party: Laurel Stewart, Cambria Historical Society
Under Negotiation: Price and terms
- D.** CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Pursuant to Government Code Section 54956.9(d)(1).
Name of Case: CCSD v. CDM Smith, Inc.



Cambria CSD Fire Department

April 11, 2019 CCSD Board Meeting

March 2019

Prevention and Education

- 1 Residential rough/hydro inspection were completed
- 3 Fire final inspections
- 0 Residential site visits for building questions
- 3 Fire plan reviews
 - 2324 Pineridge
 - 1697 Berwick
 - 1081 Warren
- 4 Engine company commercial fire and life safety inspections were conducted
- 1 Public education events
- 9 Residential smoke/carbon monoxide detectors were installed and or the batteries changed
- 2 Fire Engine and Station tours

Hydrants Maintenance & Testing

Date	Water Used	Hydrants Completed	Hours
2017	5,418	98	98
2018	0	136	103
January 2019	0	0	0
February 2019	0	0	0
March 2019	0	0	0
Total	5,418	234	201

Meetings and Affiliations

- Security mtg March 4th, 0900 Cambria
- CERT mtg March 4th, 1500 San Luis Obispo
- Managers mtg March 5th, 0900 Cambria
- County Chiefs mtg March 6th, 0900 San Luis Obispo
- CCFPA mtg March 7th, 0900 San Luis Obispo
- HMGP mtg March 11th, 1000 Cambria
- CCSD board mtg March 14th, 1400 Cambria
- APR training March 18th, 0900 Atascadero
- Firesafe Council mtg March 20th, 0900 Santa Margarita
- FHFRP mtg March 20th, 1330 Cambria
- Hydrant maintenance mtg March 20th, 1530 Cambria
- Defensible space mtg March 26th, 0900 Cambria
- GM interviews March 29th, 0830 Cambria

Operations and News

- Harassment training
- Reserve firefighter written and physical agility test
- Reserve firefighter interviews
- Training hours: 257.91 hours; training for the month of March was primarily focused on the following topics:
 - Ocean rescue, boat launching
 - Strategy and tactics
 - Forcible entry
 - Anaphylaxis emergencies

Grant Updates

- 6
- HMGP DR-4382 – NOI's approved, developing sub-application
 - DR-4382 – Defensible space – Village Lane
 - DR-4382 – Defensible space – Highway 1
 - AFG Radio Grant – awaiting announcement
 - HMGP DR-4407 – Evacuation grant filed
 - HMGP DR-4407 – HMGP handbook grant filed

S.R. 2.B.

Fire Statistics are attached for your review

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.A.**

FROM: Department Managers for General Manager

Meeting Date: April 11, 2019

Subject: GENERAL MANAGER'S REPORT

GENERAL MANAGER: Attached please find the various department managers' and supervisors' reports for the Board's review. The departments are Administration, Human Resources, Engineering, Fire, Facilities & Resources, Water, Wastewater and the Sustainable Water Facility.

Our experts in the CDM Smith litigation want to install 4 small additional monitoring wells adjacent to MW-3. The 4 wells are 1 inch in diameter and will vary in length from approximately 15-30 feet. The wells will only be used to measure water levels.

Staff has prepared an update on the Organizational goals for the Board's review. It is attached to this report.

ADMINISTRATION: During the end of March and throughout the month of April, the Administrative Services Officer/District Clerk and Deputy District Clerk worked on the following items:

Human Resources:

- Met with several employees for various Human Resources matters
- Sent out interview letters and conditional offer letters for the Reserve Firefighter recruitment
- Held interviews for a temporary administrative technician
- Hired a temporary administrative technician to assist the Finance Department
- Updating of the District Engineer's position description
- Prepare for the District Engineer recruitment

Trainings:

- Attended a Brown Act training on March 6, 2019
- Attended a Sexual Harassment & Abusive Conduct in the Workplace training on March 12, 2019
- Attended an LCW consortium training in Pismo Beach on April 3, 2019
- Assisted PROS Commissioners and Directors with a Brown Act webinar
- Emailed the PROS, Finance, Resources & Infrastructure and Policy Committees regarding completing the Ethics AB 1234 Compliance Training and Brown Act webinars

Board Meetings:

- Attended one agenda preparation meeting
- Coordinated sending out staff report reminders to managers & supervisors
- Coordinated with the Board of Directors and staff regarding the April 11, 2019 regular meeting and posted the agenda packet

- Coordinated with the Board of Directors and staff regarding the March 29, 2019 special meeting and posted the agenda
- Followed up on Board action and document preparation and distribution
- Posted the President Reports to the website
- Posted the February special and regular meeting minutes to the website
- Prepared the March regular meeting minutes
- Prepared the Notice of Public Hearing on confirming water and wastewater standby or availability charges to the Cambrian and sent it to the Finance Manager
- Prepared the draft Public Hearing notice to confirm the 2018 Fire Hazard Fuel Reduction report
- Prepared the draft Public Hearing notice on confirmation of report of delinquent solid waste collection and disposal services charges assessment
- Finalized the Access Agreement Relating to the Potential Lease of Property between CCSD and the Cambria Historical Society

Finance Committee:

- Prepared the April 23, 2019 Finance Committee agenda packet
- Met to review various items related to the meeting
- Annette sent out agenda review emails to Chairman Steidel
- Posted the February minutes to the website
- Posted the March meeting recordings to the website
- Ms. Young revised the meeting schedule to reflect the committee meeting in December
- Posted the revised meeting schedule to the website

Policy Committee:

- Prepared the April 25, 2019 Policy Committee agenda packet
- Met to review various items related to the meeting
- Annette sent out agenda review emails to Chairman Rice
- Posted the February minutes to the website

Resources & Infrastructure Committee:

- Prepared the April 16, 2019 Resources & Infrastructure Committee agenda packet
- Met to review various items related to the meeting
- Annette sent out agenda review emails to Chairman Howell
- Posted the February minutes to the website
- Posted the March meeting recordings to the website
- Changed the May & August R&I meeting dates on the website

PROS Commission:

- Ms. Young handled the preparation, distribution and posting of the April 2, 2019 PROS Commission meeting agenda
- Posted the March minutes to the website

Meetings:

- Prepared for and conducted the monthly Administrative Office staff meeting
- Emailed Board of Directors regarding various meeting reminders in Cambria
- Attended weekly operational phone calls

- ¹⁰
- Attended various meetings with multiple staff members regarding a wide variety of operational matters

Miscellaneous:

- Worked on public record requests and responses, review documents, redact as appropriate and provide responses to the requestor
- Participated in multiple operational meetings with various managers and administrative staff
- Processed purchase orders for multiple vendors
- Met with Chaparral twice and finalized a maintenance agreement on the Savin copy machine
- Emailed the Finance, Resources & Infrastructure and Policy Committees regarding completing the 700 form
- Coordinated fixing two water leaks in the administrative office
- Create a page on the District's website for the Fiscalini Ranch Community Work Days
- Created an Adobe Acrobat PRO DC business account for CCSD staff and assigned management, fire staff and support staff with a subscription
- Emailed staff to update the confidential phone roster
- Revised the CCSD letterhead
- Revised the CCSD organization chart
- Ms. Young completed the final revision on the District's Payment & Compensation Plan
- Finalized Tough Automation's Contract No. 2019-TOUGH01

Engineering Department:

- Met with the Management Analyst to address multiple operational matters

Facilities & Resources Department:

- Met with the Facilities & Resources Manager

Fire Department:

- Met with the Fire Chief

Finance Department:

- Met with the Finance Manager on several occasions to discuss and assist with multiple Finance Department matters

Wastewater Department:

- Met with Wastewater Department Supervisor

Water Department/SWF:

- Met with Chief Plant Operator

FACILITIES AND RESOURCES:

1. Fiscalini Ranch Preserve:

a. Fallen Trees:

i. During recent storms, several trees uprooted or fell across trails.

- 1. One large pine tree uprooted and took another tree down on the Santa Rosa Creek Trail. Both trees were cut up and chipped on site. Trail has been reopened.**

2. Four pine trees fell on Ridge Trail. Trees were cut up and trail reopened.
 3. One large pine tree uprooted got caught up on its way down by another tree. The uprooted tree was hanging over the forest loop trail. Trail was temporarily closed until the tree could be brought down safely.
 4. Two small diameter trees uprooted by the Owls Roost Bench. Trees got caught up on their way down by another tree. Trees were cut and brought down safely.
- b. Cypress Tree:**
- i. A large cypress tree by the Dolphin Bench uprooted during a recent storm. The tree was a “legacy” tree and could be seen from many points on the Ranch. After some discussion with FFRP Board Members, it was agreed that something should be done to preserve the history of the tree. The plan for the tree is that once the ground is dry enough to bring in some equipment, CCSD staff will cut and chip all the branches, load up the logs and transport them to a saw mill on San Simeon Creek Rd. FFRP has agreed to contribute financially for the milling of the tree. The wood from the tree will then be available for use on the Ranch for benches, signs or other projects.
- c. Chamber of Commerce Sign:**
- i. During a recent storm, the Chamber of Commerce sign on the east part of the Ranch suffered some damage. The Chamber was notified, and they are working on making the repairs.
- d. Trails: FFRP Trails Group led by Brian Morgan, have been doing some great work on the Creek to Forest Trail. This trail had some heavy erosion due to all the storms this winter. Brian and volunteers have gone out to the trail for several weeks and have installed water bars to divert the water away from the trail. A big thank you to this great group of volunteers!**
- i. Several spots on Santa Rosa Creek Trail were washed out due to recent storms. Several loads of base material were brought in with a tractor to fill in and repair the damage.
- e. Bluff Trail: CCSD staff has been inspecting the Bluff Trail boardwalk sections for damages. Several toe rail sections and cracked boards have been identified and flagged with pink ribbon. FFRP Volunteers and CCSD staff will be coordinating the repairs in the next couple weeks.**
- i. Both trail heads have been weed wacked and cleaned up by CCSD staff.
- f. FFRP Executive Director:**
- i. Ranch Manager has been asked to assist FFRP in the recruitment of a new executive director. An initial meeting was held and a recommendation to the FFRP Board was presented at their March meeting.
- g. California Conservation Corps Work Days:**
- i. There will be two work days on April 6th and 7th. 30+ CCC workers and volunteers will be working on two projects on the Ranch.
 1. Project #1: remove downed material on forest floor to reduce fire hazard
 2. Project #2: remove invasive plants and replant with native plants along Santa Rosa Creek Trail.

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2. Dog Park:

- a. Staff has been weed whacking inside dog park and around exterior fence.
- b. Several water jugs were stolen from the park recently. Tim Roche purchased new ones and has since labeled them "Dog Park Property."
- c. A new bulletin board was purchased by Dog Park volunteers and installed by CCSD.
- d. A new rules sign was replaced.
- e. An RV and van were parked on the parking lot for about a week. The RV and van had their hoods up and appeared to be broken down. After several failed attempts to help the RV owner move the RV from the park, the Sheriff's Department was called to assist. CHP posted a 72-hour notice on both vehicles.

3. Eroica Bike Event:

- a. The Eroica Bike Ride is scheduled for April 5-7th. Two CCSD properties will be used during the event. The Vets Hall will hold a dinner party and the old dog park location will be the start-finish line. The old dog park location will also have some booths displaying old historical bikes.

4. Public Restrooms:

- a. Daily service continues to be provided to both public restrooms on Sheffield St and Center St.
- b. Several sewer clogs were cleaned out.
- c. One faucet fixture and two sensors were replaced do to malfunction.

5. Mowing:

- a. CCSD staff mowed and cut back trail on Windsor Blvd leading to Shamel Park.
- b. Staff mowed part of the Fiscalini Ranch property in front of Rabobank and Cambria Dr.

6. Mower:

- a. A new mower arrived in mid-March. This mower replaced a twelve-year-old mower that was no longer being made and parts were not available. Funding for the mower is coming from a reimbursement from the San Luis Obispo Fire Safe Council for previous forest work done on Fiscalini Ranch Preserve. The mower is an important piece of equipment as it allows the department to mow fire breaks on Fiscalini Ranch, weed abate several district properties and help with invasive weed control.

7. Sewer Easement Below Ramsey St:

- a. Four trees fell across a sewer easement during recent storms blocking access. Facilities and Resources Staff cut up trees and opened the easement.

8. Street Lights:

- a. Eight street lights on Main Street were inspected and found to not be coming on. Electricraft began fixing the lights on March 26th. All eight street lights were fixed except for two. Those street lights will need new ballasts. They have been ordered and will be installed shortly after receiving them.

9. CCSD Board Meetings:

- a. F&R Staff continues to set up all Board meetings. Set-up includes: assembling Board dais and chairs, running and connecting all microphones, electrical and time wires, setting up all public chairs, purchasing and making coffee and tea, setting up projector, picking up Board packets and public agenda copies from

admin office, setting up closed session room and setting up any special requests. Clean up includes: Breaking down all of the set-up, plus cleaning floors, lobby and restrooms for next renter.

ENGINEER:

Please see the attached well level and production reports.

WASTEWATER:

Wastewater Treatment Plant Operations

- Brough Construction has completed installation of the influent screen, and it is now in operation at the plant. Handrails for the platform will be installed by the end of March. This will complete the project.
- PG&E completed a Preliminary Energy Assessment (PEA) and has delivered a proposal for the **Investment Grade Audit (IGA) phase of the Sustainable Solutions Turnkey program**. The Resource & Infrastructure Committee has set dates to tour the WWTP to see all the proposed Energy Conservation Measures identified in the PEA.
- PG&E had a planned outage on March 19th. This left the plant without line power for 5 hours, during which time our generator supplied power to the plant.

Collection Systems & Lift Stations

- The backup generator is still set up at lift station B-2.
- PG&E's planned outage on March 19th left lift stations A and 4 without line power for 5 hours.
- We are working on a proposal for bids to replace the aging electrical controls at lift station A-1. The deadline for bids is March 30, 2019.
- A test of the bypass is scheduled for later in the month at lift station A-1 in preparation for the new electrical installation.
- We have a bid package ready to send out for manhole replacement.

Laboratory:

- The interim Modified Ludzack-Ettinger process (MLE) at the WWTP has reduced the total nitrate in the plant's effluent by approximately 90%. This information is based on data from three years prior to the implementation of MLE and the three years post-implementation.
- A new TDS probe will require the WWTP to install a new sc-1000 controller. We hope to have this up and running in April.

WATER:

The CCSD Water Department would like to welcome new hire David Tracy to staff. David is an eleven-year veteran of water works and operation. He comes to the CCSD from the County of SLO, where he served as an operator for Santa Margarita, Shandon, the Nacimiento Pipeline and other county divisions.

March has been a month of preparation for the Water Department. A meeting with several water meter companies has taken place in order to explore a meter replacement/upgrade plan. Our current meter infrastructure is approaching end-of-life and relies on technology no longer

¹⁴ supported by the manufacturer. A propagation study is currently in progress to determine the benefit of cellular reads versus maintaining our current radio read platform.

SCADA upgrades for the entire system are also in progress. We are currently awaiting required materials before moving forward with the planned SCADA system upgrade, which will greatly improve efficiency in operations and reporting.

Every three years, community water systems must perform a Sanitary Survey with the Division of Drinking Water. The CCSD's water system underwent inspection by the DDW this March. DDW's staffer, Jason Cunningham, conducted this round of the assessment. The nearly four-hour walk-through went very well. Water Department Supervisor Jim Green and Operator David Tracy were present, along with engineering staff Melissa Bland. Only a few minor issues were noted and were promptly addressed.

On the conservation front, the Water Department has reassigned retrofit inspections to staff member, Operator In Training (OIT) Andy Lyman. The CCSD performs 2-4 retrofit inspections weekly. We are hoping to roll out a dishwasher and washing machine high-efficiency rebate program this spring.

On March 17th, Adam Steventon was the on-call operator when he observed a large amount of water run-off around the Cambridge area. Adam had the good judgement to bring in staff to address the leak, which was approximately 50 GPM. Thanks to Adam's quick decision-making, water loss was kept to a minimum. The leak was repaired without interruption in service to any CCSD customer other than the service connection that was leaking.

On March 18th, it was discovered that a member of the community had illegally hooked up to a fire hydrant and was flushing out a personal culvert on private property. CCSD staff observed the utility theft and has filed a case with the SLO County Sheriff's Department.

On March 27th, a line replacement took place on London Lane to replace a failing service line to a customer's home. The entire Water Department staff was on hand. Although a brief interruption in service took place that day to replace a corroding saddle, both service and street were open by 2:30 pm.



¹⁵ Weekly scheduled line upgrades will be executed for the next several months to reduce leaks from failing service lines and upgrading flow requirements for home remodels. Standard duties and tasks performed during the month are listed below;

Activity	# Completed
Manual Meter Reads/Locates for Billing Purposes	279
Customer assists for high water usage on customer side of meter	18
Locking/Unlocking Water Meters	11
Meter Shut-Off/Turn-On at Owner's Request	3
Repairs of distribution system leaks	2
After-Hours System Alarm Responses	2
USA Locations	20
Water Service Line Information Requests	2
Service angle stop/ Valves Replaced	3
March totals	340

SWF:



The month of March began with sampling from the Impoundment Basin and adjacent Monitoring Wells for the Title 27 semi-annual report. Dewatering the Impoundment Basin continues with significant progress made in March. Blending operations are now consistently occurring seven days a week in an effort to complete the closure as soon as possible. Staff is optimistic that full closure will be achieved by the first of June.

¹⁶ Our Regional Water Board representative, Jon Rokke, visited the Impoundment Basin and SWF on March 28th at staff's request. An informal update regarding CCSD's progress of the Impoundment Basin closure and SWF trial run was provided. Mr. Rokke was enthusiastic about the progress made toward emptying the Impoundment Basin and the CCSD's renewed commitment to a speedy closure. We would like to extend our appreciation to Mr. Rokke for all of his assistance to our staff.

Attachments:

1. Discussion & Review of 2019 Organizational Goals
2. Production and Well Graphs
3. Public Record Requests and Responses

MEMORANDUM

TO: Board of Directors

FROM: Monique Madrid, Administrative Services Officer/District Clerk
William Hollingsworth, Fire Chief
Pamela Duffield, Finance Manager
John Allchin, Wastewater System Supervisor
Jim Green, Chief Plant Operator for the Sustainable Water Facility
Carlos Mendoza, Facilities & Resources Supervisor

Date: April 3, 2019

Re: DISCUSSION AND REVIEW OF 2019 ORGANIZATIONAL GOALS

At the March 21, 2019 regular Board meeting, staff was directed to prepare a status update to the Board of Directors on the organizational goals which were presented at the January 3, 2019 special meeting. Each Manager has been asked to provide an update relative to the goals associated with their respective departments.

Administration:**Section 2.2: Staffing, Vacancies, and Overall staffing levels.**

1) Vacant District Engineer Position. Discussions have been held and revisions are currently underway for the position description of District Engineer. Preparation for the recruitment of the position will be announced once we receive the final position description. At this time, we expect the position to be revised to District Engineer or Utilities Department Manager.

2) Evaluate overall staffing needs by the end of 2019. Review of Department needs has been an ongoing process and continues to develop throughout the year. The Facilities and Resources Department Manager, Carlos Mendoza, has brought some matters to our attention which represent struggles within his department with limited staffing and resources. Some of these items include management of additional facilities, such as the new dog park, the skate park, managing the trees and weeds on the multiple vacant lots transferred from the Land Conservancy of San Luis Obispo, and ongoing discovery and cleanup of homeless encampments on CCSD property, as well as the management of the 400 acres of open space, the Fiscalini Ranch Preserve. A review of the Ranch Management Plan is being requested of the Finance Committee.

As a result of the successful Proposition 218 rate increase, the elevated projected revenue will provide for the hiring of additional staff in the Wastewater Department. Staff is currently reviewing the projected revenue and evaluating the available resources for this purpose.

Other departments have also made some progress, the Fire Department has an item on the agenda regarding preparation for future opportunities for grant funds to hire SAFER Firefighters. This is to assist in preparation to allow the District to be ready for future opportunities for available grant funding. The Finance Committee has also been asked to work on this matter.

As we move forward with the development of the next fiscal year budget, the Administration staff will be evaluating the available resources and comparing them to required tasks associated with the duties of this department. Administration has also had some duties added, such as support for the standing committees and increasing the Board meetings to twice monthly. Staff would like to express their appreciation of the Board members, committee members, chairpersons and committee secretaries for their consideration of the impact on staff. Their assistance is a welcomed addition.

3) A partial classification plan revision is on the agenda for the Board's review today. This item will begin to be addressed under that agenda item.

Section 2.3 Labor Relations:

1) Initiate negotiations, and 2) negotiate a successor MOU with both employee groups: CCSD successfully completed both items 1 and 2. Staff met with the two represented employee groups and negotiated new MOUs. The Board adopted a successor one-year MOU for both SEIU and IAFF employee groups.

3) Provide an updated Payment and Compensation Plan: Staff is preparing the documents based on previous Board action, which authorized various changes and updates throughout many years. Once it is in the final format and has been thoroughly reviewed, staff will advise the Board and we will distribute the final document to Board members and staff. We will then post it on our website.

Section 2.4 Employee Training:

1) Identifying objectives of training: each department has unique needs related to training based on their classifications. Some of these training and licensure accomplishments have already been reported as they have occurred, such as Water and Wastewater Operators' licensure. Duplicate licensing within each department allows for advancement as well as redundant licensure required for operations as required by the State. Water and Wastewater permits or licenses require specific monthly, semi-annual and annual reporting as well. Many of our staff who are directly responsible for these reporting duties receive ongoing training.

The Fire Department also has State mandated licensure and training. They are very efficient in their planned training for ongoing development.

The Finance Department requires training for certain legal compliance such as payroll and billing services. The staff who serve in these roles have received training specific to their job duties. The Finance Manager will also receive training as needs or preferences are identified. Training for the Administrative staff in areas of concentration such as human resources is provided to the staff involved in those duties. Other duties require training as well, such as records management in software and ongoing development.

Our Management Analyst in Engineering also receives training as necessary. Some of the training provided is related to regulatory reporting compliance.

Facilities and Resources receive the ongoing and necessary training for their duties. Some include human resources, equipment safety, personal safety, and chemical safety.

2) Identify training needs for specific employees. This is an ongoing process and human resources staff work closely with managers to identify needs and opportunities for staff as the need arises or availability occurs.

3) Establish timing for training: ongoing training opportunities are planned for the period of a year for Managers in the area of human resources. Other training is also provided annually, such as the PERS annual conference and ACWA conference.

The Fire Chief has attended a series of training opportunities to further his skill set.

4) Complete training: training is an ongoing process annually, monthly and individually. All Managers work closely with their staff and with the Human Resources Manager to identify and provide training opportunities to employees for all of the recommended goals listed, 1-4. Each year, a training budget is developed in each department to allow individuals to be successful in their duties.

Section 2.8 Finalize Water Rights Licensing:

1) Respond to the State Water Board staff in a timely manner. The water licenses were received from the State in March 2019. The Board and the public were advised of receipt of the licenses at that time.

2) Prepare for any necessary compliance planning. The Compliance Plan is still being developed and will be provided to the State by the end of April.

Finance:

Section 2.5 Develop and Review the Annual Budget in a Timely Manner

1) Adopt the preliminary budget and final budget prior to legal deadlines. Staff anticipates the FY 2019/20 preliminary budget will be adopted in June of 2019.

2) Provide quarterly updates on budget status. Staff presented the 2nd quarter update along with the Mid-Year budget review on February 28, 2019.

3) Consider annual updates to the budget policy prior to the consideration of the preliminary budget. Staff will work with the Finance Committee to review this annually and bring forward any changes or recommendations to the Board for policy adoption.

Section 2.6 Complete the Annual Audit in a Timely Manner

1) Establish a goal to complete the annual audit by December 31 of each year (statutory deadline is June 30th of the following year). Due to the change in staffing this year, the audit is behind schedule. Staff is working with the outside auditor to complete the audit by the statutory deadline.

Staff understands the critical importance of having this on a timely schedule and will work to meet the annual deadline of December 31st each year.

2) Incorporate auditor recommendations, if any, into District goals and report to the Board on progress based on milestone dates to be determined. Staff will report any audit recommendations for incorporation into District goals. There is no recommendation to report at this time as the audit is in progress.

Section 2.7 Implement the Tyler Incode Financial Software Program

1) Review existing accounting procedures. Staff continues to evaluate current accounting procedures in an effort to gain efficiencies in daily operations prior to the financial system implementation.

2) Identify procedures that will need to be updated prior to the implementation of the program. It is too early in the process to determine which procedures will need revising until we are further into system implementation.

3) Establish implementation milestones. The implementation milestones are still in draft form.

4. Provide updates to the Board and adhere to milestone dates to the greatest degree practical. Staff will review milestones and implementation issues/concerns with the Tyler Incode Ad Hoc Committee and the Board of Directors.

Engineering:

Response to Section 2.8 is included in the Administration section.

Fire:

1. The Cambria Firesafe Focus Group continues to meet monthly, with the expressed focus of helping to create a firesafe community. Recently, the group was able to secure the 2018 National Fire Protection Association certificate of renewal for the National Firewise USA Program. This shows a commitment to work within the community for continued fire safety. The group also works on community preparedness, supporting controlled burning with Cal Fire, and grant applications. Most recently, they are working to develop an emergency preparedness website, funded by grant money received from the Firesafe Council. We are hoping to have this website available later this summer.
2. The Fire Department participates in California Master Mutual Aid. While this does mean that we occasionally send out personnel to help with fires in other parts of the state, we are also a major benefactor in receiving assistance when a large incident occurs within our jurisdiction. Every year, the local fire chiefs meet, specifically those on the north coast of San Luis Obispo County, to discuss the status of the mutual aid system, and work to refine the identified response matrix that has been developed. This has already occurred. We also work closely with the local ambulance provider, the Cambria Community Healthcare District.
3. A work group has been developed to identify opportunities and challenges in creating an all-encompassing defensible space program for Cambria. This group met for the first time in March and is currently working to identify the parameters of what this program would

entail. The CCSD is also working to secure an alternative funding source to encumber the costs of three additional full-time firefighters, to augment current emergency services.

4. The triennial adoption of the most recent California Fire Code will occur later this calendar year.

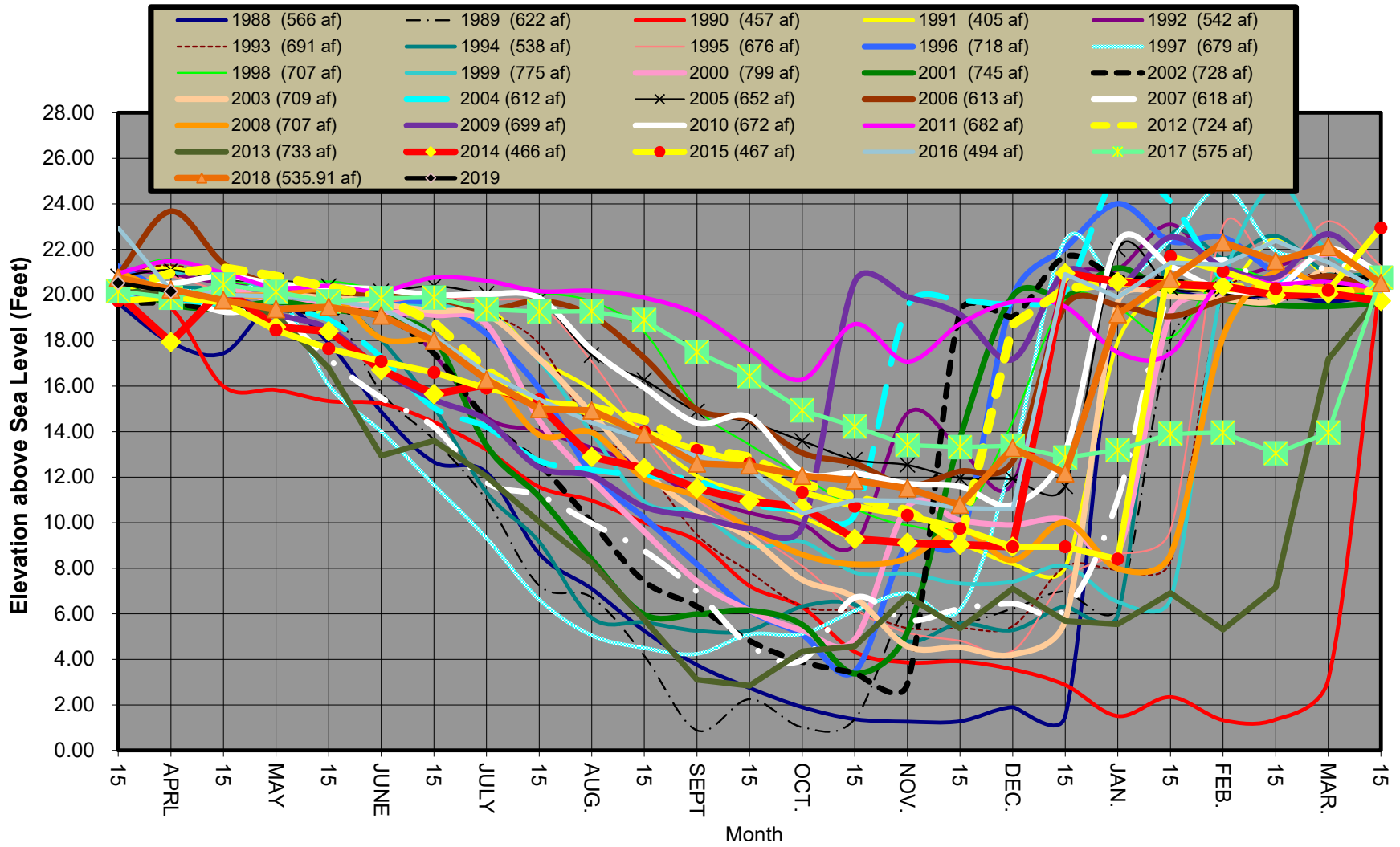
Wastewater:

Responses to any applicable sections are included in the Administration section.

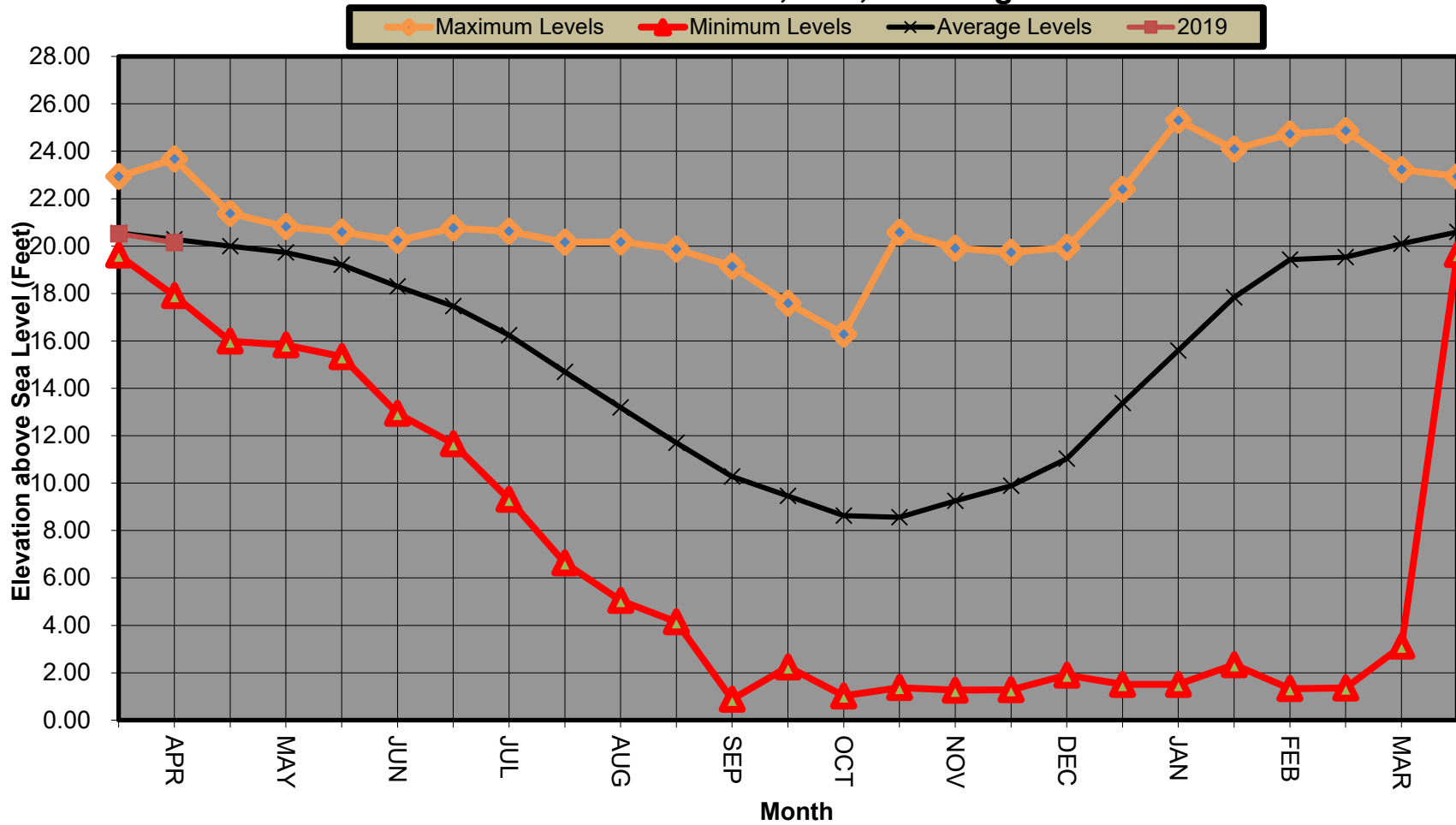
Water/SWF:

Responses to any applicable sections are included in the Administration section.

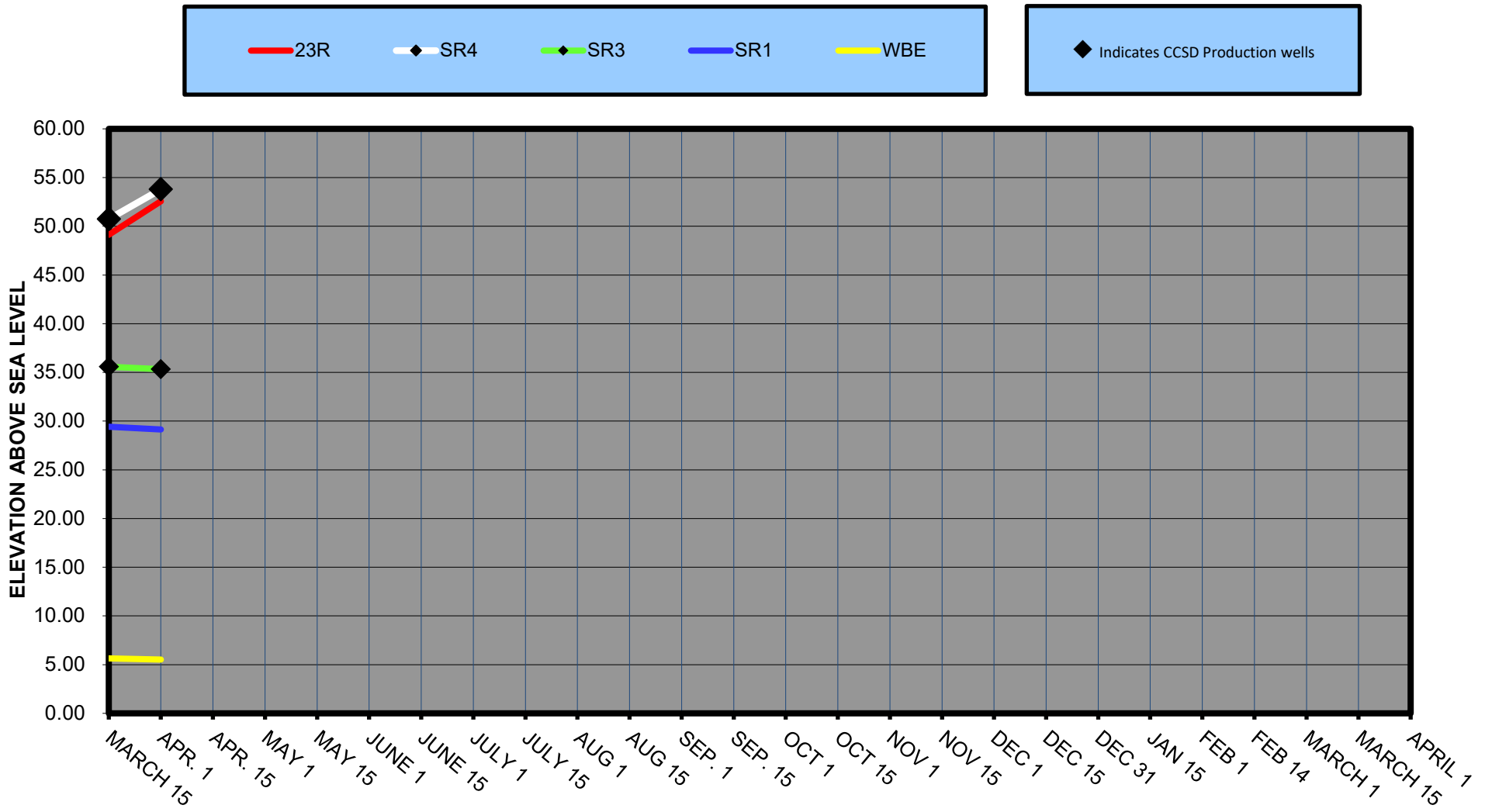
San Simeon Creek Well Levels 1988 - Current



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



SANTA ROSA CREEK WELL LEVELS March 15th, 2018 - Current



4/1/2019

CAMBRIA COMMUNITY SERVICES DISTRICT
WELL WATER LEVELS FOR 4/1/2019

Well Code	Distance Ref. Point to Water Level	Reference Point Distance Above Sea Level	Depth of Water to Sea Level	Remarks
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SANTA ROSA CREEK WELLS

23R	30.85	83.42	52.57	
SR4	28.21	82.00	53.79	
SR3	18.97	54.30	35.33	
SR1	17.26	46.40	29.14	
RP#1		46.25		Not Read
RP#2		33.11		Not Read
21R3	7.79	12.88	5.09	41768
WBE	11.35	16.87	5.52	
WBW	11.80	17.02	5.22	

AVERAGE LEVEL OF CCSD SANTA ROSA WELLS SR1 & SR3 = 32.24 FEET
CCSD SANTA ROSA WELL SR4 = 53.79 FEET

SAN SIMEON CREEK WELLS

16D1	7.64	11.36	3.72	
MW4	11.55	15.95	4.40	
MW1	7.49	42.11	34.62	
MW2	9.70	38.10	28.40	
MW3	13.45	49.56	36.11	
9M1	15.40	65.63	50.23	
9P2	9.69	19.11	9.42	
9P7	9.28	20.69	11.41	
9L1	14.42	27.33	12.91	
RIW	10.68	25.41	14.73	
SS4	13.28	25.92	12.64	SS4 to 9P2 Gradient = + 3.22
MIW	11.23	29.89	18.66	
SS3	13.98	33.73	19.75	
SS2	12.61	33.16	20.55	
SS1	12.23	32.37	20.14	
11B1	18.82	105.43	86.61	
11C1	13.75	98.20	84.45	
PFNW	12.82	93.22	80.40	
10A1	24.96	78.18	53.22	
10G2	18.78	62.95	44.17	
10G1	17.09	59.55	42.46	
10F2	25.05	66.92	41.87	
10M2	23.52	55.21	31.69	
9J3	15.09	43.45	28.36	
lagoon	20.47			mitigation erosion none

AVERAGE LEVEL OF CCSD SAN SIMEON WELLS SS1,SS2 & SS3 = 20.15 FEET

revised 6/6/16

Red Font are the CCSD's Production Wells, as measured on 4/1/2019

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

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

YEAR	SOURCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL TOTAL	YEAR	
2007	S.S.	57.70	47.45	56.47	60.50	56.11	51.21	55.95	63.48	58.72	37.58	34.83	38.61	618.61	2007	
	S.R.	0.00	0.00	0.60	1.81	14.47	22.24	23.47	12.37	5.29	18.70	21.20	9.42	129.57		
	SS & SR TOTAL	57.70	47.45	57.07	62.31	70.58	73.45	79.42	75.85	64.01	56.28	56.03	48.03	748.18		
2006	S.S.	50.81	49.10	48.82	49.65	60.58	65.65	56.12	59.67	52.49	42.86	34.46	42.75	612.96	2006	
	S.R.	0.00	0.78	0.00	0.62	0.74	2.56	23.58	20.72	20.17	23.88	26.46	13.63	133.14		
	SS & SR TOTAL	50.81	49.88	48.82	50.27	61.32	68.21	79.70	80.39	72.66	66.74	60.92	56.38	746.10		
2005	S.S.	50.05	46.16	51.09	55.01	65.70	68.81	80.52	61.60	48.71	47.08	40.83	36.70	652.26	2005	
	S.R.	0.00	0.62	0.93	0.76	0.76	0.73	1.64	17.32	20.25	21.69	16.92	7.36	88.98		
	SS & SR TOTAL	50.05	46.78	52.02	55.77	66.46	69.54	82.16	78.92	68.96	68.77	57.75	44.06	741.24		
2004	S.S.	55.83	51.40	58.56	64.33	67.98	52.62	47.04	39.68	41.06	34.80	49.30	49.92	612.52	2004	
	S.R.	0.00	0.61	1.17	4.84	8.68	22.08	30.80	36.30	27.32	24.95	1.73	1.63	160.11		
	SS & SR TOTAL	55.83	52.01	59.73	69.17	76.66	74.70	77.84	75.98	68.38	59.75	51.03	51.55	772.63		
2003	S.S.	52.73	49.97	57.35	58.32	62.82	68.22	65.05	63.34	58.91	67.08	56.20	48.84	708.83	2003	
	S.R.	0.70	1.11	0.48	0.94	1.84	5.63	19.77	22.04	16.00	6.58	3.12	5.84	84.05		
	SS & SR TOTAL	53.43	51.08	57.83	59.26	64.66	73.85	84.82	85.38	74.91	73.66	59.32	54.68	792.88		
2002	S.S.	54.43	52.23	60.70	65.43	60.75	55.13	66.79	73.35	66.59	62.03	56.36	53.98	727.77	2002	
	S.R.	1.28	1.27	1.10	1.11	14.82	22.79	19.54	9.67	3.52	4.02	2.04	0.55	81.71		
	SS & SR TOTAL	55.71	53.50	61.80	66.54	75.57	77.92	86.33	83.02	70.11	66.05	58.40	54.53	809.48		
2001	S.S.	56.16	48.05	55.92	60.69	73.30	77.51	85.01	78.50	53.45	56.21	48.16	52.29	745.25	2001	
	S.R.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.78	21.08	16.87	8.06	0.89	52.68		
	SS & SR TOTAL	56.16	48.05	55.92	60.69	73.30	77.51	85.01	84.28	74.53	73.08	56.22	53.18	797.93		
2000	S.S.	56.41	50.43	55.27	65.40	70.84	73.60	85.00	84.68	73.30	65.60	58.49	59.80	798.82	2000	
	S.R.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
	SS & SR TOTAL	56.41	50.43	55.27	65.40	70.84	73.60	85.00	84.68	73.30	65.60	58.49	59.80	798.82		
1999	S.S.	56.40	45.26	52.16	57.40	70.43	71.35	85.41	82.68	69.45	68.04	57.78	57.69	774.05	1999	
	S.R.	0.01	0.01	0.01	0.04	0.02	0.07	0.01	0.02	0.32	0.02	0.00	0.00	0.53		
	SS & SR TOTAL	56.41	45.27	52.17	57.44	70.45	71.42	85.42	82.70	69.77	68.06	57.78	57.69	774.58		
1998	S.S.	44.39	46.36	47.00	50.53	56.43	63.43	77.75	80.30	68.35	66.58	54.06	52.13	707.31	1998	
	S.R.	0.01	0.01	0.01	0.01	0.00	0.01	0.01	0.09	0.01	0.00	0.00	0.00	0.16		
	SS & SR TOTAL	44.40	46.37	47.01	50.54	56.43	63.44	77.76	80.39	68.36	66.58	54.06	52.13	707.47		
1997	S.S.	50.61	49.20	65.66	68.65	76.18	79.14	82.31	57.02	37.32	27.50	38.96	45.96	678.51	1997	
	S.R.	0.02	0.08	0.02	0.02	0.02	0.02	0.38	25.92	31.54	36.85	12.41	0.01	107.29		
	SS & SR TOTAL	50.63	49.28	65.68	68.67	76.20	79.16	82.69	82.94	68.86	64.35	51.37	45.97	785.80		
1996	S.S.	46.66	43.40	47.39	56.95	66.18	70.83	75.70	77.27	68.23	65.58	50.37	49.43	717.99	1996	
	S.R.	0.01	0.03	0.03	0.03	0.03	0.01	0.03	0.02	0.01	0.02	0.02	0.02	0.26		
	SS & SR TOTAL	46.67	43.43	47.42	56.98	66.21	70.84	75.73	77.29	68.24	65.60	50.39	49.45	718.25		
1995	S.S.	41.30	41.10	47.10	52.14	53.50	59.00	74.70	74.10	65.40	64.70	55.30	47.60	675.94	1995	
	S.R.	1.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.90		
	SS & SR TOTAL	43.20	41.10	47.10	52.14	53.50	59.00	74.70	74.10	65.40	64.70	55.30	47.60	677.84		
1994	S.S.	47.00	38.60	48.60	52.00	54.60	63.40	69.30	47.80	31.70	30.80	28.20	26.00	538.00	1994	
	S.R.	0.00	0.00	0.00	0.00	0.10	0.00	0.00	25.00	30.20	27.70	21.20	19.90	124.10		
	SS & SR TOTAL	47.00	38.60	48.60	52.00	54.70	63.40	69.30	72.80	61.90	58.50	49.40	45.90	662.10		
1993	S.S.	50.10	45.70	52.60	56.30	68.30	68.80	68.10	69.80	59.80	56.10	51.40	43.50	690.50	1993	
	S.R.	0.50	0.30	0.00	0.00	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.90		
	SS & SR TOTAL	50.60	46.00	52.60	56.30	68.40	68.80	68.10	69.80	59.80	56.10	51.40	43.50	691.40		

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

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

Public Records Requests and Responses

The District received two (2) Public Record Requests received since March 14, 2019 by the following citizens:

3/15/2019 Ken Trigueiro 1) This request seeks copies of all documents, including any handwriting, typewriting, printing, photostating, photographing, photocopying, transmitting by electronic mail or facsimile, and every other means of recording upon any tangible thing any form of communication or representation, including letters, words, pictures, sounds, or symbols, or combinations thereof, and any record thereby created, regardless of the manner in which the record has been stored pertaining to, discussing, or relating to: 1. The District's current water shortage issues, including but not limited to records explaining why the District went from a Stage 3 to Stage 2 emergency. 2. Any records reflecting the District earmarking, setting aside or otherwise reserving water for affordable housing projects. 3. Water savings as a result of retrofits and offsets. 4. The District's 56 EDUs set aside for affordable housing projects, in accordance with Section 8.04.11 0(B) of the District's Code. Please also provide records that indicate whether any of those EDU s have already been used. 5. Correspondence between the District (inclusive of staff, board and consultants) and the Coastal Commission or County of San Luis Obispo pertaining to the People's Self-Help Housing (Cambria Pines Apartment). 6. Any internal memorandum or correspondence regarding the Cambria Pines Apartment project. 7. Water usage for all properties within the District's jurisdiction, before and after receiving a retrofit. 8. Records indicating whether the "pipeline" project concept is still in effect; or, alternatively, records indicating a "wait list" approach. 9. Records reflecting success of retrofit program in reducing water consumption/usage. Please prioritize response to numbers 2, 4 and 9 above. Responses to the remaining document requests can follow after 2, 4 and 9. If you determine that some or all of the requested records, or any portions thereof, are exempt from disclosure, please provide a detailed description of the withheld record. In addition, please identify the specific statutory grounds for any claimed exemption and state the reasons why the claimed exemption applies. Further, Government Code section 6253(d) requires that the District state the name and title or position of each individual responsible for denying access to requested records.

On March 21, 2019, the CCSD responded to Ken Trigueiro's 3/15/2019 Public Records Request with the following:

We are reviewing your request and trying to identify documents that may be responsive to your request. A ten (10) day extension until Monday, April 1, 2019 is needed to continue to search our files. You will be notified if records have been identified and are available earlier.

On April 1, 2019, the CCSD responded to Ken Trigueiro's 3/15/2019 Public Records Request with the following:

- 1) Enclosed are the following documents which are responsive to your request:
 - a) Staff Report 7.B. regarding lifting stage 3 water shortage emergency
 - b) March 23, 2017 Regular Board meeting minutes
 - c) Resolution 18-2017

- 2) Enclosed are the following documents which are responsive to your request:
- a) Staff Report VIII.C regarding intent to serve
 - b) August 23, 2012 Regular Board meeting minutes
 - c) May 23, 2002 Regular Board meeting minutes
 - d) December 19, 2002 Regular Board meeting minutes
 - e) September 1, 2005 letter regarding intent to provide water and sewer service
 - f) Agreement between CCSD, Brad Clark and PSHH Corporation
 - g) July 25, 2012 Request for intent to serve letter
 - h) December 2, 2013 water demand offset for proposed PSHH
 - i) February 21, 2013 intent to provide water and sewer service letter – revised 9/11/2013
 - j) Affordable housing program waiting list 12/20/2013
 - k) Fully executed Ordinance 01-2019
 - l) Agreement regarding payment of water and sewer connection fees
 - m) February 21, 2013 intent to provide water and sewer service
 - n) PSHH affordable housing phase II timeline
 - o) Staff Report 11.C. regarding adoption of Ordinance 01-2019
 - p) Staff Report 6.F. regarding introduction of Ordinance 01-2019
 - q) Draft Ordinance 01-2019
 - r) Staff Report 5.C. consideration of extending the outstanding PSHH intent to serve letter

- 3) Enclosed are the following documents which are responsive to your request:

- a) 2013 resale retrofit inspection data
- b) 2013 resale retrofit data with estimated savings
- c) 2013 resale retrofit final inspection data
- d) Retrofits points equivalency table

- 4) The items requested were addressed in response two.

- 5) Enclosed are the following documents which are responsive to your request:

- a) September 20, 2018 fire plan review
- b) September 24, 2018 conditional confirmation of water and sewer availability for remodel or transfer of existing active service
- c) October 24, 2018 email from Bob Gresens to Matthew Leal

- 6) District Counsel is currently reviewing documents that may be responsive to your request. We expect that review to be completed by Monday, April 8, 2019. When the review is complete, we will notify you.

- 7) There are no documents responsive to your request.

- 8) Enclosed is the CCSD code exhibit B to 8.04.030 (A)(2)(3) for existing commitments.

- 9) Enclosed are the following documents which are responsive to your request:

- a) CCSD Water Use Efficiency Plan adopted on 2/23/2013
- b) June 18, 2013 Letter from Maddaus Water Management

On April 3, 2019, the CCSD responded to Ken Trigueiro's 3/15/2019 Public Records Request with the following:

- 1) The responsive documents were provided to you on April 1, 2019.
- 2) The responsive documents were provided to you on April 1, 2019.
- 3) The responsive documents were provided to you on April 1, 2019.
- 4) The responsive documents were provided to you on April 1, 2019.
- 5) The responsive documents were provided to you on April 1, 2019.
- 6) Enclosed are the following documents which are responsive to your request:
 - a) September 19, 2017 email from Patrick O'Reilly to staff
 - b) PSHH's Fire & Life Safety Plan Application
 - c) July 31, 2018 email regarding Fire & Life Safety Plan Application
 - d) September 24, 2018 email regarding Cambria Pines apartments
 - e) January 30, 2019 email regarding Affordable Housing
 - f) February 11, 2019 email regarding PSHH Intent to Serve letters
- 7) On April 1, 2019, the District indicated there were no documents responsive to your request.
- 8) The responsive documents were provided to you on April 1, 2019.
- 9) The responsive documents were provided to you on April 1, 2019.

3/18/2019 Scott Smith 1) I have requested a copy of the fire report under case #18-0000391 and just checking status. Thank you.

On March 21, 2019, the CCSD responded to Scott Smith's 3/18/2019 Public Records Request with the following:

Enclosed is the fire report for 1145 Pinewood Drive.

BOARD OF DIRECTORS' MEETING – APRIL 11, 2019
FINANCE MANAGER'S REPORT

EXPENDITURE REPORT FOR THE MONTH OF MARCH 2019

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

AVAILABLE CASH BALANCES AS OF MARCH 2019

The total available cash is listed as follows:

Account Type	Balance
Main Checking	\$ 825,342.69
Money Market	\$ 562,177.84
Local Agency Investment Fund (LAIF)	\$ 814,987.23
Total	\$ 2,202,507.76

Available cash is defined as the balance in the Main Checking Account, less outstanding checks, plus Money Market Account, plus Local Agency Investment Fund (LAIF). The total available cash as of March 31, 2019 was \$2,202,507.76.

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

Account Type (Restricted)	Balance
Payroll	\$ 72,592.23
Veterans Hall	\$ 16,510.32
Health Reimbursement Account (HRA)	\$ 46,586.58
Total	\$ 135,689.13

Even though there is no expectation for the CCSD to have any difficulty meeting its cash commitments, a spending freeze for non-critical needs continues to be in place.

NEW FINANCIAL SYSTEM UPGRADE - STATUS

Staff will continue working with Tyler Technologies in developing the next steps required for implementation.

ANNUAL AUDIT – STATUS

Staff continues working to close FY 2016/17, confirm ending balances and close FY 2016/17 and also prepare for the FY 2017/18 audit. Mr. David Bruner completed the State Controller's Special District Financial Transaction Report, which is a component of the Audit Contract. The audit field work is anticipated to begin in early May.

CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF MARCH 2019

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
ABALONE COAST ANALYTICAL, INC.	68986	3/4/2019	1	75.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	68986	3/4/2019	1	135.00	WW/TOTAL SUSPENDED SOLIDS, QUANTI TRAY	12 6091 12
ABALONE COAST ANALYTICAL, INC.	68986	3/4/2019	1	100.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	68986	3/4/2019	1	50.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	69005	3/7/2019	1	299.20	SWF/SURFACE IMPOUNDMENT	39 6091 25
ABALONE COAST ANALYTICAL, INC.	69060	3/15/2019	1	50.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	69060	3/15/2019	1	75.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	69060	3/15/2019	1	75.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	69060	3/15/2019	1	100.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	69060	3/15/2019	1	75.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	69060	3/15/2019	1	75.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	69101	3/21/2019	1	624.00	SWF/SURFACE IMPOUNDMENT	39 6091 25
ABALONE COAST ANALYTICAL, INC.	69130	3/28/2019	1	100.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
				<u>1,833.20</u>		
ACCURATE MAILING SERVICE	69102	3/21/2019	1	856.33	WD/POSTAGE JAN/FEB BILLING	11 6051 11
ACCURATE MAILING SERVICE	69102	3/21/2019	2	856.33	WW/POSTAGE JAN/FEB BILLING	12 6051 12
ACCURATE MAILING SERVICE	69102	3/21/2019	3	175.89	WD/MAILING JAN/FEB BILLING	11 6080 11
ACCURATE MAILING SERVICE	69102	3/21/2019	4	175.90	WW/MAILING JAN/FEB BILLING	12 6080 12
				<u>2,064.45</u>		
ADOBE INC.	69061	3/15/2019	1	2,038.80	ADM/ADOBE ACROBAT PRO 10-USER ANNL SUBSCR	01 6060I 09
ADOBE INC.	69103	3/21/2019	1	1,205.86	FD/ADOBE ACROBAT PRO 6-USER ANNL SUBSCRIPTION	01 6060I 01
				<u>3,244.66</u>		
AGP VIDEO	69062	3/15/2019	1	1,612.50	ADM/VIDEO PRODUCTION SERVICES FEB 12, FEB 28	01 6086 09
ALL WAYS CLEAN	68991	3/6/2019	1	595.00	F&R/MONTHLY CLEANING SERVICE MARCH 2019	01 6080M 02
ALL WAYS CLEAN	68991	3/6/2019	2	303.00	WW/MONTHLY CLEANING SERVICE MARCH 2019	12 6080M 12
				<u>898.00</u>		
ALPHA ELECTRICAL SERVICE	68992	3/6/2019	1	864.30	SWF/INSTALLED NEW BATTERY AT SWF SCADA RELAY STN	39 6031D 25
ALPHA FIRE & SECURITY ALARM CO	69131	3/28/2019	1	200.00	F&R/ANNUAL FIRE SPRINKLER INSPECTION VETS HALL	01 6033V 02
ANDREW THOMSON	69003	3/6/2019	1	675.00	WD/TROUBLESHOOT & REP SAN SIMEON WELL ALARM	11 6037 11
ANDREW THOMSON	69003	3/6/2019	1	1,375.25	WD/TROUBLESHOOT & REPL R1 CONTR AT PINE KNOLLS	11 6037 11
ANDREW THOMSON	69003	3/6/2019	1	1,868.90	WD/UPDATE FIRMWARE SOFTWARE	11 6037 11
ANDREW THOMSON	69003	3/6/2019	1	375.00	WD/INST NEW CL17 @ SR4 & INTEGRATE W/CONTR SYS	11 6037 11
ANDREW THOMSON	69113	3/21/2019	1	150.00	WD/ASSIST WITH DATA EXTRACTION 5R3	11 6037 11
ANDREW THOMSON	69126	3/25/2019	1	4,434.90	WD/REPLACE ANTENNA MAST AT RODEO GROUNDS	11 6037 11
				<u>8,879.05</u>		
AT&T	68987	3/4/2019	1	297.31	WD/ALARM @ VAN GORDON WELL FIELD 02/07-03/06/19	11 6060P 11
AT&T	69090	3/19/2019	1	182.18	WW/ALARM AT LIFT STATION B-4 01/25/19-03/24/19	12 6060P 12
				<u>479.49</u>		
AT&T MOBILITY	69006	3/7/2019	1	82.81	FD/CELL SERVICE 01/20-02/19/19	01 6060P 01
AT&T/CALNET3	68988	3/4/2019	1	20.71	WW/ALARM AT LIFT STN 8 924-1584 01/10-02/09/19	12 6060P 12
AT&T/CALNET3	68988	3/4/2019	1	20.72	WW/ALARM AT LIFT STN B3 924-1584 01/10-02/09/19	12 6060P 12
AT&T/CALNET3	68988	3/4/2019	1	31.90	FD/2284 CENTER ST 927-6242 01/10-02/09/19	01 6060P 01
AT&T/CALNET3	68988	3/4/2019	1	20.71	WW/ALARM AT LIFT STN B1 924-1038 01/10-02/09/19	12 6060P 12
AT&T/CALNET3	68988	3/4/2019	1	20.73	WW/ALARM AT LIFT STN B2 924-1068 01/10-02/09/19	12 6060P 12
AT&T/CALNET3	68988	3/4/2019	1	20.74	WW/ALARM AT LIFT STN B 924-1492 01/10-02/09/19	12 6060P 12
AT&T/CALNET3	68988	3/4/2019	1	20.75	WW/ALARM AT LIFT STN A 924-1538 01/10-02/09/19	12 6060P 12
AT&T/CALNET3	68988	3/4/2019	1	20.73	WW/ALARM AT LIFT STN A1 924-1708 01/10-02/09/19	12 6060P 12
AT&T/CALNET3	68988	3/4/2019	1	20.76	WW/FAX LINE 927-1078 01/10-02/09/19	12 6060P 12

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AT&T/CALNET3	68988	3/4/2019	1	20.91	WD/TELEMETRY SYSTEM 927-0398 01/10-02/09/19	11 6060P 11
AT&T/CALNET3	68988	3/4/2019	1	39.78	F&R/FIRE ALARMS AT VETS HALL 01/10-02/09/19	01 6060P 02
AT&T/CALNET3	68988	3/4/2019	1	20.72	WW/ALARM AT LIFT STN 4 927-1518 01/10-02/09/19	12 6060P 12
AT&T/CALNET3	68988	3/4/2019	1	20.72	WW/ALARM AT LIFT STN 8 01/10-02/09/19	12 6060P 12
AT&T/CALNET3	68988	3/4/2019	1	20.71	WD/LEIMERT PUMP STN 927-1927 01/10-02/09/19	11 6060P 11
AT&T/CALNET3	68988	3/4/2019	1	21.14	ADM/OFFICE FAX LINE 927-5584 01/10-02/09/19	01 6060P 09
AT&T/CALNET3	68988	3/4/2019	1	22.71	F&R/RODEO GROUNDS 927-6229 01/10-02/09/19	01 6060P 02
AT&T/CALNET3	68988	3/4/2019	1	50.32	WW/PHONE SERVICE 927-6250 01/10-02/09/19	12 6060P 12
				414.76		
BADGER METER INC.	69007	3/7/2019	1	30.00	WD/ORION CELLULAR SERVICE	11 6031M 11
BLAND, MELISSA	68975	3/4/2019	1	100.00	ADM/MONTHLY CELL PHONE/INTERNET REIMB 3/2019	01 6060C 09
BOUND TREE MEDICAL, LLC	68994	3/6/2019	1	27.20	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
BOUND TREE MEDICAL, LLC	69104	3/21/2019	1	25.20	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
				52.40		
BRENNTAG PACIFIC, INC.	69063	3/15/2019	1	234.88	WD/CHEMICALS	11 6090 11
BRENNTAG PACIFIC, INC.	69063	3/15/2019	1	420.77	WD/CHEMICALS	11 6090 11
BRENNTAG PACIFIC, INC.	69063	3/15/2019	1	327.83	WD/CHEMICALS	11 6090 11
BRENNTAG PACIFIC, INC.	69063	3/15/2019	1	588.08	WD/CHEMICALS	11 6090 11
				1,571.56		
BREZDEN PEST CONTROL, INC.	69064	3/15/2019	1	65.00	WD/INSPECT & REPLENISH RODENT CONTROL DEVICES	11 6031W 11
BUSINESSPLANS, INC.	69105	3/21/2019	1	266.00	ADM/MONTHLY HRA PLAN ADMIN MARCH 2019	01 6086 09
CAL-COAST MACHINERY INC.	69117	3/25/2019	1	14,203.12	F&R/REARS TRACTOR FLAIL MOWER	01 6170 02
CALIF RURAL WATER ASSOC (CRWA)	69008	3/7/2019	1	275.00	WD/WATER DISTR CERT CLASS REVIEW ALYMAN	11 6120E 11
CALIF RURAL WATER ASSOC (CRWA)	69132	3/28/2019	1	275.00	WD/WATER TREAT CERT REVIEW CLASS ALYMAN	11 6120E 11
CALIF RURAL WATER ASSOC (CRWA)	68932	3/7/2019	9000	(375.00)	Ck# 068932 Reversed	11 6120E 11
				175.00		
CALIFORNIA WATER EFFICIENCY PA	68995	3/6/2019	1	3,001.33	WD/2019 MEMBERSHIP DUES	11 6054 11
CALIFORNIA WATER EFFICIENCY PA	69133	3/28/2019	1	260.34	WD/CALWEP CONFERENCE REG - JGREEN	11 6120E 11
CALIFORNIA WATER EFFICIENCY PA	69133	3/28/2019	2	130.17	WD/CALWEP CONFERENCE REG - MBLAND	11 6120E 11
CALIFORNIA WATER EFFICIENCY PA	69133	3/28/2019	3	130.17	WW/CALWEP CONFERENCE REG - MBLAND	12 6120E 12
				3,522.01		
CAMBRIA COMMUNITY HEALTHCARE D	69065	3/15/2019	1	1,026.21	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	21.43	F&R/ACCT#3208 REPLACE FLORESCENT BULBS	01 6033B 02
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	104.01	FD/ACCT#3210 DUCT TAPE, WIRE TIES, HARDWARE	01 6090 01
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	13.93	FD/ACCT#3210 HDMI CABLE	01 6090 01
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	8.75	WW/ACCT#3204 BUNGEE CORD	12 6032T 12
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	7.50	WW/ACCT#3204 TARP	12 6032T 12
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	51.46	F&R/ACCT#3208 HOLE SAW & ARBOR	01 6033B 02
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	110.60	WW/ACCT#3204 UTILITY PLIERS, BIN SYSTEM	12 6093 12
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	20.37	FD/ACCT#3210 CAT5 BLUE CABLE	01 6090 01
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	23.02	ADM/ACCT#3206 TOWELS & FLOOR CLEANER	01 6090 09
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	19.88	F&R/ACCT#3208 REPAIR BATHROOM AT VETS HALL	01 6033V 02
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	53.60	WW/ACCT#3204 SLEDGE HAMMERS	12 6093 12
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	17.32	FD/ACCT#3210 BOLTS AND SCREWS	01 6090 01
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	3.21	F&R/ACCT#3208 BOWL FLANGE FOR TOILET REPAIR VH	01 6033B 02
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	31.05	F&R/ACCT #3208 QUART TUNG OIL	01 6090 02
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	89.18	WW/ACCT#3208 HOT WATER HEATER	12 6033B 12

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VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	6.75	WW/ACCT#3204 REPLACEMENT BULBS	12 6033B 12
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	36.30	WW/ACCT#3204 HOSE & FITTINGS	12 6033B 12
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	(6.75)	WW/ACCT#3204 REPLACEMENT BULB - RETURN	12 6033B 12
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	49.69	F&R/ACCT#3208 4X4X10 PRES TREAT WOOD	01 6033R 02
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	42.89	WW/ACCT#3204 LIGHT ASSEMBLY	12 6033B 12
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	9.85	FD/ACCT#3210 ZIPLOCK BAGS	01 6050 01
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	75.04	FD/ACCT#3210 BROOM, 24VT LASCO THERMOMETER	01 6090 01
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	4.28	F&R/ACCT#3208 TAP 3 OUTLET	01 6090 02
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	38.87	WW/ACCT#3204 FLAT & ROUND FILES	12 6033B 12
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	51.24	WW/ACCT#3204 SOFT TOTE TOOL BAG	12 6032T 12
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	17.14	WW/ACCT#3204 WALL VENT	12 6033B 12
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	3.52	WW/ACCT#3204 HARDWARE FOR HANGING WALL VENT	12 6033B 12
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	28.09	FD/ACCT#3210 PLYWOOD	01 6090 01
CAMBRIA HARDWARE CENTER	69087	3/18/2019	1	70.21	F&R/ACCT#3208 OUTLET ADAPTER, EXT CORD, BULBS	01 6033V 02
				<u>1,002.43</u>		
CAMBRIA VILLAGE SQUARE	68984	3/4/2019	1	2,431.45	ADM/MONTHLY OFFICE LEASE PMT 1316 TAMSEN 3/2019	01 6075 09
CARMEL & NACCASHA LLP	69066	3/15/2019	1	300.00	ADM/LEGAL SERVICES PRIV & CONF FEBRUARY 2019	01 6080L 09
CARMEL & NACCASHA LLP	69066	3/15/2019	1	4,518.50	ADM/LEGAL SERVICES FEBRUARY 2019	01 6080L 09
CARMEL & NACCASHA LLP	69118	3/25/2019	1	11,100.00	ADM/MONTHLY RETAINER FOR APRIL 2019	01 6080K 09
				<u>15,918.50</u>		
CASTELLANOS, MICHAEL	69067	3/15/2019	1	2,232.19	FD/REIMB EMPL FOR DAMAGED COMPUTER FD WTR LEAK	01 6033F 01
CENTRAL COAST COFFEE ROASTING	69119	3/25/2019	1	99.78	WW/COFFEE FOR OFFICE	12 6050 12
CHARTER COMMUNICATIONS	69106	3/21/2019	1	39.99	F&R/BUSINESS VOICE RODEO GROUNDS RD	01 6060I 02
CHARTER COMMUNICATIONS	69106	3/21/2019	1	87.50	FD/BUSINESS INTERNET	01 6060I 01
CHARTER COMMUNICATIONS	69106	3/21/2019	2	87.50	ADM/BUSINESS INTERNET	01 6060I 09
CHARTER COMMUNICATIONS	69106	3/21/2019	3	87.50	WD/BUSINESS INTERNET	11 6060I 11
CHARTER COMMUNICATIONS	69106	3/21/2019	4	87.50	WW/BUSINESS INTERNET	12 6060I 12
CHARTER COMMUNICATIONS	69106	3/21/2019	5	453.58	ADM/BUSINESS INTERNET & VOICE	01 6060I 09
CHARTER COMMUNICATIONS	69106	3/21/2019	1	273.54	F&R/ETHERNET SERVICE 3/10-4/09/19 VETS HALL	01 6060I 02
CHARTER COMMUNICATIONS	69106	3/21/2019	2	137.31	F&R/ETHERNET SERVICE 3/10-4/09/19 RODEO GNDS	01 6060I 02
CHARTER COMMUNICATIONS	69106	3/21/2019	3	230.63	ADM/ETHERNET SERVICE 3/10-4/09/19 TAMSEN	01 6060I 09
CHARTER COMMUNICATIONS	69106	3/21/2019	4	251.05	WD/ETHERNET SERVICE 3/10-4/09/19 HEATH LN	11 6060I 11
CHARTER COMMUNICATIONS	69106	3/21/2019	5	251.05	WW/ETHERNET SERVICE 3/10-4/09/19 HEATH LN	12 6060I 12
CHARTER COMMUNICATIONS	69106	3/21/2019	1	273.54	F&R/ETHERNET SERVICE 1/10-02/09/19 VETS HALL	01 6060I 02
CHARTER COMMUNICATIONS	69106	3/21/2019	2	137.31	F&R/ETHERNET SERVICE 1/10-02/09/19 RODEO GNDS	01 6060I 02
CHARTER COMMUNICATIONS	69106	3/21/2019	3	230.63	ADM/ETHERNET SERVICE 1/10-02/09/19 TAMSEN	01 6060I 09
CHARTER COMMUNICATIONS	69106	3/21/2019	4	251.05	WD/ETHERNET SERVICE 1/10-02/09/19 5500 HEATH LN	11 6060I 11
CHARTER COMMUNICATIONS	69106	3/21/2019	5	251.05	WW/ETHERNET SERVICE 1/10-02/09/19 5500 HEATH LN	12 6060I 12
CHARTER COMMUNICATIONS	69106	3/21/2019	1	164.97	WW/BUSINESS INTERNET & VOICE	12 6060I 12
				<u>3,295.70</u>		
CIO SOLUTIONS, LP	69049	3/14/2019	1	2,727.99	ADM/MONTHLY BILLING FOR MARCH 2019	01 6044 09
CIO SOLUTIONS, LP	69049	3/14/2019	1	442.01	ADM/MONTHLY BILLING FOR OFFICE 365 MARCH 2019	01 6044 09
CIO SOLUTIONS, LP	69068	3/15/2019	1	1,234.75	WW/REPLACE DESKTOP COMPUTER JALLCHIN	12 6045 12
CIO SOLUTIONS, LP	69068	3/15/2019	1	977.49	WW/REPLACE DESK PRINTER	12 6045 12
				<u>5,382.24</u>		
CIT BANK, N.A.	68976	3/4/2019	1	333.42	FD/MONTHLY IP PHONE CHARGES	01 6060P 01
CIT BANK, N.A.	68976	3/4/2019	2	206.40	ADM/MONTHLY IP PHONE CHARGES	01 6060P 09
CIT BANK, N.A.	68976	3/4/2019	3	113.97	WD/MONTHLY IP PHONE CHARGES	11 6060P 11
CIT BANK, N.A.	68976	3/4/2019	4	113.97	WW/MONTHLY IP PHONE CHARGES	12 6060P 12
				<u>767.76</u>		

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VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
CITY NATIONAL BANK	69091	3/19/2019	1	16,493.75	WW/ANNUAL PMT REFI WW REV BONDS - INT ONLY	12 6180C 12
CLEVELAND BIOLOGICAL, LLC	69050	3/14/2019	1	1,425.00	SWF/FEASIBILITY STUDY & REPORTING FEB 2019	40 6910 30
COASTAL COPY, INC.	69107	3/21/2019	1	602.89	ADM/SAVIN COPY CHARGES 2/14/19-3/13/19	01 6044 09
CORBIN WILLITS SYSTEMS INC.	68977	3/4/2019	1	1,224.12	ADM/MONTHLY SUPP AGMT MOM SOFTWARE 3/2019	01 6044 09
CORBIN WILLITS SYSTEMS INC.	69009	3/7/2019	1	460.00	ADM/TRAINING ON UTILITY BILLING & CK SIGN CHANGE	01 6044 09
				<u>1,684.12</u>		
CRYSTAL SPRINGS WATER CO.	69069	3/15/2019	1	76.61	WW/SPRING DRINKING WATER	12 6050 12
CULLIGAN-KITZMAN WATER	69070	3/15/2019	1	89.56	FD/RO SERVICE HICAP SOFTENER	01 6033B 01
CULLIGAN-KITZMAN WATER	69120	3/25/2019	1	85.22	FD/HI CAP SOFTENER AND RO SERVICE - SEPT 2018	01 6033B 01
CULLIGAN-KITZMAN WATER	69120	3/25/2019	1	1.20	FD/HI CAP SOFTENER & RO SERVICE - AUG FINANCE CHG	01 6033B 01
				<u>175.98</u>		
DAVID KEITH TODD CONSULTING EN	69083	3/15/2019	1	2,099.38	SWF/PROFESSIONAL SERVICES FOR PERMITTING	40 6910 30
DIANA NOVAK	69127	3/26/2019	1	40.89	MQ CUSTOMER REFUND	11 2005
DIGITAL DEPLOYMENT, INC	69134	3/28/2019	1	200.00	ADM/STREAMLINE MONTHLY MEMBER FEE	01 6011W 09
DUCHARME, MCMILLEN & ASSOCIATE	69121	3/25/2019	1	32,237.74	SWF/SALES & USE TAX OVERPAYMENT REVIEW SVS	40 4390 25
EMERGENCY VEHICLE SPECIALISTS,	69073	3/15/2019	1	66.50	FD/ENDURA CHARGER POD	01 6041L 01
EMPLOYMENT DEVELOPMENT DEPT U	69072	3/15/2019	1	3,066.97	ADM/UNEMPLOYMENT BENEFITS CHARGE JGRUBER	01 5112 09
FAMCOM PIPE & SUPPLY, INC.	68997	3/6/2019	1	180.18	WD/METER REPAIR BUSHINGS	11 6090 11
FAMCOM PIPE & SUPPLY, INC.	68997	3/6/2019	1	1,090.68	WD/METER REPAIR CLAMPS	11 6090 11
				<u>1,270.86</u>		
FERGUSON ENTERPRISES, INC #135	69074	3/15/2019	1	85.62	WD/FLANGE FOR WATER METER REPAIR	11 6031M 11
FERGUSON ENTERPRISES, INC #135	69135	3/28/2019	1	432.92	F&R/PLUMBING PARTS FOR PUBLIC RESTROOMS	01 6033B 02
FERGUSON ENTERPRISES, INC #135	69135	3/28/2019	1	60.84	F&R/MISC PARTS TO REPAIR PUBLIC RESTROOMS	01 6033B 02
FERGUSON ENTERPRISES, INC #135	69135	3/28/2019	1	699.86	F&R/SENSORS TO REPAIR PUBLIC RESTROOMS	01 6033B 02
				<u>1,279.24</u>		
FGL ENVIRONMENTAL INC.	68998	3/6/2019	1	115.00	WD/BACTI & SUPPORT ANALYSIS 2/5/19	11 6091 11
FGL ENVIRONMENTAL INC.	68998	3/6/2019	1	50.00	WD/QUANTI TRAY 2/5/19	11 6091 11
FGL ENVIRONMENTAL INC.	68998	3/6/2019	1	95.00	WD/BACTI & SUPPORT ANALYSIS 2/12/19	11 6091 11
FGL ENVIRONMENTAL INC.	69011	3/7/2019	1	401.00	WD/ORGANIC & SUPPORT ANALYSIS	11 6091 11
FGL ENVIRONMENTAL INC.	69011	3/7/2019	1	95.00	WD/BACTI & SUPPORT ANALYSIS 2/19/19	11 6091 11
FGL ENVIRONMENTAL INC.	69108	3/21/2019	1	95.00	WD/BACTI & SUPPORT ANALYSIS 2/26/19	11 6091 11
FGL ENVIRONMENTAL INC.	69136	3/28/2019	1	258.00	WW/INORGANIC & SUPPORT ANALYSIS 2/5/19	12 6091 12
FGL ENVIRONMENTAL INC.	69136	3/28/2019	1	366.00	WW/INORGANIC & SUPPORT ANALYSIS QTRLY 2/5/19	12 6091 12
FGL ENVIRONMENTAL INC.	69136	3/28/2019	1	115.00	WD/BACTI & SUPPORT ANALYSIS 3/5/19	11 6091 11
FGL ENVIRONMENTAL INC.	69136	3/28/2019	1	50.00	WD/BACTI ANALYSIS 3/5/19	11 6091 11
FGL ENVIRONMENTAL INC.	69136	3/28/2019	1	95.00	WD/BACTI & SUPPORT ANALYSIS 3/12/19	11 6091 11
				<u>1,735.00</u>		
FIRST BANKCARD	69088	3/18/2019	1	-	ADM/A RICE VISA CHARGES	01 6115 09
FIRST BANKCARD	69088	3/18/2019	2	49.93	ADM/MEETING EXPENSE	01 6115 09
FIRST BANKCARD	69088	3/18/2019	1	-	F&R/C MENDOZA VISA CHARGES	01 6033B 09
FIRST BANKCARD	69088	3/18/2019	2	478.12	F&R/REPLACE CEILING TILES - ADMIN OFFICE WTR LEAK	01 6033B 09
FIRST BANKCARD	69088	3/18/2019	1	-	ADM/M MADRID VISA CHARGES	01 6120E 09
FIRST BANKCARD	69088	3/18/2019	2	37.35	ADM/PRINTER INK FOR DESK PRINTER HDODSON	01 6045 09

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FIRST BANKCARD	69088	3/18/2019	3	75.00	ADM/PENSION COST TRAINING MMADRID	01 6120E 09
FIRST BANKCARD	69088	3/18/2019	4	543.11	ADM/PAPER FOR ADMIN OFFICE	01 6050 09
FIRST BANKCARD	69088	3/18/2019	5	1,115.68	ADM/LCW TRG MMADRID & MBLAND LODGING	01 6120E 09
FIRST BANKCARD	69088	3/18/2019	6	108.00	ADM/PRINTER INK FOR DESK PRINTER CCOX	01 6045 09
FIRST BANKCARD	69088	3/18/2019	7	74.99	ADM/DIGITAL VOICE RECORDER FOR COMMITTEE MTGS	01 6115 09
FIRST BANKCARD	69088	3/18/2019	8	42.88	ADM/OFFICE SUPPLIES	01 6050 09
FIRST BANKCARD	69088	3/18/2019	9	160.00	ADM/GENERAL MANAGER RECRUITMENT AD CSDA	01 6125 09
FIRST BANKCARD	69088	3/18/2019	10	250.00	ADM/GENERAL MANAGER RECRUIT AD WEST CITY MAG	01 6125 09
FIRST BANKCARD	69088	3/18/2019	11	82.80	ADM/COFFEE ADM OFF & BOARD MEETINGS	01 6050 09
FIRST BANKCARD	69088	3/18/2019	12	225.00	ADM/GENERAL MANAGER RECRUIT AD CA CITY NEWS	01 6125 09
FIRST BANKCARD	69088	3/18/2019	13	105.00	FD/RESERVE FF RECRUITMENT AD CSDA	01 6125 01
FIRST BANKCARD	69088	3/18/2019	14	20.00	FD/RESERVE FF RECRUITMENT AD CRAIGSLIST	01 6125 01
FIRST BANKCARD	69088	3/18/2019	15	107.06	ADM/OFFICE SUPPLIES	01 6050 09
FIRST BANKCARD	69088	3/18/2019	16	24.99	ADM/ADOBE ACROPRO SUBSCRIPTION	01 6060I 09
FIRST BANKCARD	69088	3/18/2019	17	(76.67)	ADM/REFND HOTEL UPGRD CHGS MMADRID ACWA CONF	01 6120E 09
FIRST BANKCARD	69088	3/18/2019	18	175.00	ADM/GENERAL MANAGER RECRUITMENT AD GOVT JOBS	01 6125 09
FIRST BANKCARD	69088	3/18/2019	19	244.04	FD/BATTERY BACKUP SURGE PROT USB WTR LEAK	01 6033F 01
FIRST BANKCARD	69088	3/18/2019	20	28.31	ADM/OFFICE SUPPLIES AND COLORED PAPER	01 6050 09
FIRST BANKCARD	69088	3/18/2019	21	80.48	ADM/FUEL FOR DISTRICT VEHICLE 1/23, 1/26	01 6096 09
FIRST BANKCARD	69088	3/18/2019	22	168.76	ADM/MEALS FOR MMADRID, MBLAND LCW CONFR	01 6120E 09
FIRST BANKCARD	69088	3/18/2019	23	(153.00)	ADM/REFUND OLD PRINTER INK CARTRIDGES	01 6045 09
FIRST BANKCARD	69088	3/18/2019	1	-	FD/W HOLLINGSWORTH VISA CHARGES	01 6090 01
FIRST BANKCARD	69088	3/18/2019	2	176.65	FD/STATION COFFEE	01 6090 01
FIRST BANKCARD	69088	3/18/2019	3	183.66	FD/EXTENSION CABLE, TOWELS, STATION SUPPLIES	01 6090 01
FIRST BANKCARD	69088	3/18/2019	4	(650.00)	FD/RED HELMET TRAINING CANCEL	01 6120E 01
FIRST BANKCARD	69088	3/18/2019	5	713.38	FD/LODGING FOR MBURKEY TRAINING CLASS	01 6120E 01
FIRST BANKCARD	69088	3/18/2019	6	115.32	FD/TONER, FLOOR MATS	01 6050 01
FIRST BANKCARD	69088	3/18/2019	7	28.00	FD/FULCRUM MONTHLY SUBSCRIPTION	01 6054 01
FIRST BANKCARD	69088	3/18/2019	8	105.10	FD/BALL MOUNTS FOR VEHICLE	01 6041L 01
FIRST BANKCARD	69088	3/18/2019	9	92.90	FD/MEETING EXPENSE	01 6115 01
FIRST BANKCARD	69088	3/18/2019	10	89.02	FD/DOMAIN REGISTRATION	01 6220D 01
FIRST BANKCARD	69088	3/18/2019	11	19.71	FD/SOCKET ARM FOR BALL MOUNT	01 6041L 01
FIRST BANKCARD	69088	3/18/2019	12	823.28	FD/REPL WASHING MACHINE FIRE STATION WTR LEAK	01 6033F 01
FIRST BANKCARD	69088	3/18/2019	13	28.50	FD/HEARTCODE BLS TRAINING JGIBSON	01 6120E 01
FIRST BANKCARD	69088	3/18/2019	14	118.51	FD/V5 MARINE BOAT REPAIR	01 6220S 01
FIRST BANKCARD	69088	3/18/2019	15	279.30	FD/HIGH VISIBILITY BOMBER	01 6220P 01
FIRST BANKCARD	69088	3/18/2019	16	(539.09)	FD/LODGING REFUND FOR CLASS CANCEL	01 6120E 01
				5,551.07		
FORD MOTOR CREDIT COMPANY LLC	68999	3/6/2019	1	637.09	F&R/FORD 2016 F-250 WITH UTILITY BODY	01 2516 02
GERBER'S AUTO SERVICE	69075	3/15/2019	1	55.92	WD/OIL CHANGE FOR 2005 F150	11 6041L 11
GERBER'S AUTO SERVICE	69075	3/15/2019	1	172.89	WW/REPLACED DRIVE BELT & TIMING SOLENOID	12 6041L 12
GERBER'S AUTO SERVICE	69122	3/25/2019	1	369.77	WD/TIRE REPAIR, BRAKE PADS & ROTORS 2005 F150	11 6041L 11
				598.58		
GOOFY GRAPHICS	69137	3/28/2019	1	64.65	F&R/SIGN FOR DOG PARK	01 6033R 02
GRAINGER	69051	3/14/2019	1	53.15	WW/DRAIN CLEANING TOOL SET	12 6032C 12
GRAINGER	69138	3/28/2019	1	41.84	WW/STRUT PIPE CLAMPS	12 6032T 12
				94.99		
GREEN, JAMES R	68979	3/4/2019	1	105.00	WD/WATER CERT FEE REIMBURSEMENT	11 5120 11
GREEN, JAMES R	68979	3/4/2019	2	200.00	WD/WATER OPERATOR LEVEL 4 CERT ALLOWANCE	11 5120 11
GREEN, JAMES R	68979	3/4/2019	1	9.00	WD/MONTHLY CELL PHONE REIMBURSEMENT 3/2019	11 6060C 11
GREEN, JAMES R	68979	3/4/2019	2	36.00	SWF/MONTHLY CELL PHONE REIMBURSEMENT 3/2019	39 6060C 25
				350.00		

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VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
HALEY DODSON	69010	3/7/2019	1	2.32	ADM/REIMB MILEAGE MEETING AT FIRE DEPARTMENT	01 6115 09
HALEY DODSON	69010	3/7/2019	1	2.90	ADM/REIMB MILEAGE BOARD MEETING, POST AGENDA	01 6115 09
HALEY DODSON	69010	3/7/2019	1	52.77	ADM/REIMB FOR OFFICE SUPPLIES	01 6050 09
HALEY DODSON	69010	3/7/2019	1	4.06	ADM/REIMB MILEAGE BOARD MEETING, TRG, POST AGENDA	01 6115 09
HALEY DODSON	69010	3/7/2019	1	17.23	ADM/REIMB PURCHASE OF BATTERIES FOR OFFICE	01 6050 09
HALEY DODSON	69010	3/7/2019	1	100.00	ADM/MONTHLY CELL PHONE/INTERNET REIMB 03/2019	01 6060C 09
				<u>179.28</u>		
HD SUPPLY FACILITIES MAINTENAN	69004	3/6/2019	1	2,664.93	WW/REPLACE SHREDDER PUMP	12 6032T 12
HD SUPPLY FACILITIES MAINTENAN	69015	3/7/2019	1	193.28	SWF/HACH TNT & BORON	39 6092 25
HD SUPPLY FACILITIES MAINTENAN	69085	3/15/2019	1	313.50	WD/SHUTOFF TOOL, FREE CHLORINE REAGENT SET	11 6093 11
HD SUPPLY FACILITIES MAINTENAN	69085	3/15/2019	2	803.98	WD/SHUTOFF TOOL, FREE CHLORINE REAGENT SET	11 6091 11
HD SUPPLY FACILITIES MAINTENAN	69085	3/15/2019	1	76.43	WW/THERMOMETER	12 6092 12
HD SUPPLY FACILITIES MAINTENAN	69146	3/28/2019	1	1,155.44	WW/SENSORS FOR GAS DETECTOR	12 6048 12
				<u>5,207.56</u>		
HOLLINGSWORTH, WILLIAM	68980	3/4/2019	1	55.00	FD/MONTHLY INTERNET REIMBURSEMENT 3/2019	01 6060C 01
HOME DEPOT CREDIT SERVICE	69093	3/19/2019	1	98.89	WW/COMBO RATCHETING WRENCHES	12 6093 12
HOME DEPOT CREDIT SERVICE	69123	3/25/2019	1	70.88	F&R/GLOVES, TYVEK COVERALL	01 6090 02
HOME DEPOT CREDIT SERVICE	69139	3/28/2019	1	64.61	F&R/RUGGED REACHER GRABBER TOOLS	01 6090 02
				<u>234.38</u>		
INNOVATIVE CONCEPTS	68981	3/4/2019	1	25.00	FD/WEBSITE HOSTING	01 6044 01
INNOVATIVE CONCEPTS	68981	3/4/2019	2	25.00	ADM/CIS WEBSITE HOSTING	01 6044 09
				<u>50.00</u>		
J B DEWAR INC.	69076	3/15/2019	1	198.22	WD/ETHANOL FREE FUEL, PREMIX PAIL	11 6096 11
J B DEWAR INC.	69076	3/15/2019	1	39.08	FD/DIESEL EXHAUST FLUID	01 6096 01
J B DEWAR INC.	69076	3/15/2019	1	1,579.04	FD/187 GALLONS GASOLINE, 300 GALLONS DIESEL	01 6096 01
J B DEWAR INC.	69094	3/19/2019	1	1,160.49	F&R/360 GALLON GASOLINE	01 6096 02
J B DEWAR INC.	69140	3/28/2019	1	1,172.36	F&R/350 GALS GASOLINE	01 6096 02
				<u>4,149.19</u>		
JO-ANN YOUNGNER	69129	3/26/2019	1	340.87	MQ CUSTOMER REFUND	11 2005
JOHN ALLCHIN	68974	3/4/2019	1	45.00	WW/MONTHLY CELL PHONE REIMBURSEMENT 3/2019	12 6060C 12
JOHN ALLCHIN	69089	3/19/2019	1	179.00	WW/REPORT WRITING COURSE JALLCHIN	12 6120E 12
				<u>224.00</u>		
KATHRYN SPENCER	69128	3/26/2019	1	28.49	MQ CUSTOMER REFUND	11 2005
KIM, YOUNG WOOK	69000	3/6/2019	1	142.52	WD/REFUND OF UNUSED DEPOSIT WL 121 024.112.034	11 2420 11
KIM, YOUNG WOOK	69000	3/6/2019	2	107.48	WD/REFUND OF UNUSED DEPOSIT WL 121 024.112.034	11 2420 11
KIM, YOUNG WOOK	69000	3/6/2019	3	(107.48)	WD/REFUND OF UNUSED DEPOSIT WL 121 024.112.034	11 4124 10
				<u>142.52</u>		
KNECHT'S PLUMBING & HEATING, I	69141	3/28/2019	1	142.50	WD/HEATER REPAIRS AT 5500 HEATH LANE	11 6033B 11
KNECHT'S PLUMBING & HEATING, I	69141	3/28/2019	2	142.50	WW/HEATER REPAIRS AT 5500 HEATH LANE	12 6033B 12
				<u>285.00</u>		
L.N. CURTIS & SONS	69077	3/15/2019	1	131.07	FD/SWIVEL ADAPTER	01 6090 01
LIBERTY COMPOSTING, INC.	69052	3/14/2019	1	4,857.11	WW/BIOSOLIDS TIPPING FEES FEB 2019	12 6032S 12
LIEBERT CASSIDY WHITMORE	68989	3/4/2019	1	444.00	ADM/CLIENT MATTER JANUARY 2019	01 6080L 09
LIEBERT CASSIDY WHITMORE	68989	3/4/2019	1	740.00	ADM/CLIENT MATTER JANUARY 2019	01 6080L 09
				<u>1,184.00</u>		

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LYMAN, ANDREW CORBIN	69078	3/15/2019	1	321.44	WD/WATER DISTR EXAM 3/16/19 TRAVEL ADVANCE	11 6120E 11
LYMAN, ANDREW CORBIN	69078	3/15/2019	1	45.00	WD/MONTHLY CELL PHONE REIMBURSEMENT	11 6060C 11
LYMAN, ANDREW CORBIN	69095	3/19/2019	1	39.39	WD/LABOR & PARTS TO REPAIR HAND HELD RADIO	11 6035F 11
LYMAN, ANDREW CORBIN	69142	3/28/2019	1	510.24	WD/WTR TREAT REVIEW CLASS ALYMAN - ADVANCE	11 6120E 11
				<u>916.07</u>		
MADRID, MONIQUE	68982	3/4/2019	1	55.00	ADM/MONTHLY INTERNET REIMBURSEMENT 3/2019	01 6060P 09
MALONEY, RYAN S	69116	3/21/2019	1	281.48	FD/SMOKE SPREAD CONTR TRG RMALONEY - ADVANCE	01 6120E 01
MALONEY, RYAN S	69143	3/28/2019	1	75.00	FD/SMK SPRD CONTR TRG RMALONEY-PER DIEM MEALS	01 6120E 01
MALONEY, RYAN S	69143	3/28/2019	2	206.48	FD/SMK SPRD CONTR TRG RMALONEY-MILEAGE REIMB	01 6120E 01
MALONEY, RYAN S	69143	3/28/2019	3	326.03	FD/SMOKE SPREAD CONTR TRG RMALONEY-LODGING	01 6120E 01
MALONEY, RYAN S	69143	3/28/2019	4	(281.48)	FD/SMOKE SPREAD CONTR TRG RMALONEY-ADVANCE	01 6120E 01
				<u>607.51</u>		
MARLENE M. CORDERO, M.D., INC.	68996	3/6/2019	1	450.00	ADM/EMPLOYEE MEDICAL EXAM 2/19/19	01 6048E 09
MED-STOPS MEDICAL CLINIC, INC	69053	3/14/2019	1	235.00	WD/POST OFFER PHYSICAL	11 6125 11
MELIN ENTERPRISES, INC	69057	3/14/2019	1	12,068.86	FD/EMERGENCY WATER MITIGATION SERVICE WTR LEAK	01 6033F 01
MENDOZA, CARLOS	68983	3/4/2019	1	22.50	ADM/MONTHLY CELL PHONE REIMBURSEMENT 3/2019	01 6060C 09
MENDOZA, CARLOS	68983	3/4/2019	2	22.50	F&R/MONTHLY CELL PHONE REIMBURSEMENT 2/2019	01 6060C 02
				<u>45.00</u>		
MICHELLE DYER	68990	3/6/2019	1	34.32	SWF/BATTERY FOR LOCATION DEVICE	39 6031D 25
MISSION LINEN SUPPLY	69001	3/6/2019	1	65.55	WD/TOWELS, WET MOP, FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	69001	3/6/2019	1	16.15	WW/FLOOR MATS	12 6033B 12
MISSION LINEN SUPPLY	69012	3/7/2019	1	65.55	WD/TOWELS, WET MOP & FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	69054	3/14/2019	1	16.15	WW/FLOOR MATS	12 6033B 12
MISSION LINEN SUPPLY	69079	3/15/2019	1	77.21	WD/TOWELS, WET MOP, FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	69079	3/15/2019	1	16.15	WW/FLOOR MATS	12 6033B 12
MISSION LINEN SUPPLY	69096	3/19/2019	1	65.55	WD/TOWELS, WET MOP, FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	69124	3/25/2019	1	65.55	WD/TOWELS, WET MOP, FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	69144	3/28/2019	1	16.15	WW/FLOOR MATS	12 6033B 12
				<u>404.01</u>		
MUNICIPAL CODE CORP	69055	3/14/2019	1	384.31	ADM/MUNICIPAL CODE BOOK FOR NEW DIRECTORS	01 6054 09
PACIFIC GAS & ELECTRIC	69100	3/19/2019	1	18,184.91	WW/ELECT SVC VARIOUS LIFT STATIONS FEB 2019	12 6060E 12
PACIFIC GAS & ELECTRIC	69100	3/19/2019	1	114.49	WW/ELEC SVC SAN SIMEON CRK RD 01/28 - 02/26/19	12 6060E 12
PACIFIC GAS & ELECTRIC	69100	3/19/2019	1	491.05	SWF/ELEC SVC 990 SAN SIMEON CRK RD 1/30-2/28/19	39 6060E 25
PACIFIC GAS & ELECTRIC	69100	3/19/2019	1	9.86	WD/ELEC SVC 7806 VAN GORDON CRK RD 1/28-2/26/19	11 6060E 11
PACIFIC GAS & ELECTRIC	69100	3/19/2019	1	28.38	F&R/ELECT SVC WEST VILLAGE RESTROOM 02/04-03/05/19	01 6060E 02
PACIFIC GAS & ELECTRIC	69100	3/19/2019	2	27.87	F&R/ELECT SVC EAST VILLAGE RESTROOM 02/04-03/05/19	01 6060E 02
PACIFIC GAS & ELECTRIC	69100	3/19/2019	3	1,203.65	F&R/ELECT SVC STREET LIGHTING 02/04-03/05/19	01 6060E 02
PACIFIC GAS & ELECTRIC	69100	3/19/2019	4	362.70	F&R/ELECT SVC VETERANS HALL 02/04-03/05/19	01 6060E 02
PACIFIC GAS & ELECTRIC	69100	3/19/2019	5	1,141.75	FD/ELECT SVC 2850 BURTON DR 02/04-03/05/19	01 6060E 01
PACIFIC GAS & ELECTRIC	69100	3/19/2019	6	26.28	FD/ELECT SVC 2850 BURTON DR 02/04-03/05/19	01 6060E 01
PACIFIC GAS & ELECTRIC	69100	3/19/2019	7	375.47	ADM/ELECT SVC 1316 TAMSEN DR 02/04-03/05/19	01 6060E 09
PACIFIC GAS & ELECTRIC	69100	3/19/2019	8	133.63	ADM/ELECT SVC RADIO SHACK 02/04-03/05/19	01 6060E 09
PACIFIC GAS & ELECTRIC	69100	3/19/2019	1	6,251.31	WD/ELEC SVC VARIOUS LOCATIONS 01/29-02/27/19	11 6060E 11
PACIFIC GAS & ELECTRIC	69100	3/19/2019	1	1,422.82	WD/ELEC SVC 2820 SANTA ROSA RD 01/31-03/03/19	11 6060E 11
PACIFIC GAS & ELECTRIC	69100	3/19/2019	1	308.06	SWF/ELEC SVC 990 SAN SIMEON CRK RD 1/30-2/28/19	39 6060E 25
				<u>30,082.23</u>		

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VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
LYMAN, ANDREW CORBIN	69078	3/15/2019	1	321.44	WD/WATER DISTR EXAM 3/16/19 TRAVEL ADVANCE	11 6120E 11
LYMAN, ANDREW CORBIN	69078	3/15/2019	1	45.00	WD/MONTHLY CELL PHONE REIMBURSEMENT	11 6060C 11
LYMAN, ANDREW CORBIN	69095	3/19/2019	1	39.39	WD/LABOR & PARTS TO REPAIR HAND HELD RADIO	11 6035F 11
LYMAN, ANDREW CORBIN	69142	3/28/2019	1	510.24	WD/WTR TREAT REVIEW CLASS ALYMAN - ADVANCE	11 6120E 11
				<u>916.07</u>		
MADRID, MONIQUE	68982	3/4/2019	1	55.00	ADM/MONTHLY INTERNET REIMBURSEMENT 3/2019	01 6060P 09
MALONEY, RYAN S	69116	3/21/2019	1	281.48	FD/SMOKE SPREAD CONTR TRG RMALONEY - ADVANCE	01 6120E 01
MALONEY, RYAN S	69143	3/28/2019	1	75.00	FD/SMK SPRD CONTR TRG RMALONEY-PER DIEM MEALS	01 6120E 01
MALONEY, RYAN S	69143	3/28/2019	2	206.48	FD/SMK SPRD CONTR TRG RMALONEY-MILEAGE REIMB	01 6120E 01
MALONEY, RYAN S	69143	3/28/2019	3	326.03	FD/SMOKE SPREAD CONTR TRG RMALONEY-LODGING	01 6120E 01
MALONEY, RYAN S	69143	3/28/2019	4	(281.48)	FD/SMOKE SPREAD CONTR TRG RMALONEY-ADVANCE	01 6120E 01
				<u>607.51</u>		
MARLENE M. CORDERO, M.D., INC.	68996	3/6/2019	1	450.00	ADM/EMPLOYEE MEDICAL EXAM 2/19/19	01 6048E 09
MED-STOPS MEDICAL CLINIC, INC	69053	3/14/2019	1	235.00	WD/POST OFFER PHYSICAL	11 6125 11
MELIN ENTERPRISES, INC	69057	3/14/2019	1	12,068.86	FD/EMERGENCY WATER MITIGATION SERVICE WTR LEAK	01 6033F 01
MENDOZA, CARLOS	68983	3/4/2019	1	22.50	ADM/MONTHLY CELL PHONE REIMBURSEMENT 3/2019	01 6060C 09
MENDOZA, CARLOS	68983	3/4/2019	2	22.50	F&R/MONTHLY CELL PHONE REIMBURSEMENT 2/2019	01 6060C 02
				<u>45.00</u>		
MICHELLE DYER	68990	3/6/2019	1	34.32	SWF/BATTERY FOR LOCATION DEVICE	39 6031D 25
MISSION LINEN SUPPLY	69001	3/6/2019	1	65.55	WD/TOWELS, WET MOP, FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	69001	3/6/2019	1	16.15	WW/FLOOR MATS	12 6033B 12
MISSION LINEN SUPPLY	69012	3/7/2019	1	65.55	WD/TOWELS, WET MOP & FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	69054	3/14/2019	1	16.15	WW/FLOOR MATS	12 6033B 12
MISSION LINEN SUPPLY	69079	3/15/2019	1	77.21	WD/TOWELS, WET MOP, FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	69079	3/15/2019	1	16.15	WW/FLOOR MATS	12 6033B 12
MISSION LINEN SUPPLY	69096	3/19/2019	1	65.55	WD/TOWELS, WET MOP, FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	69124	3/25/2019	1	65.55	WD/TOWELS, WET MOP, FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	69144	3/28/2019	1	16.15	WW/FLOOR MATS	12 6033B 12
				<u>404.01</u>		
MUNICIPAL CODE CORP	69055	3/14/2019	1	384.31	ADM/MUNICIPAL CODE BOOK FOR NEW DIRECTORS	01 6054 09
PACIFIC GAS & ELECTRIC	69100	3/19/2019	1	18,184.91	WW/ELECT SVC VARIOUS LIFT STATIONS FEB 2019	12 6060E 12
PACIFIC GAS & ELECTRIC	69100	3/19/2019	1	114.49	WW/ELEC SVC SAN SIMEON CRK RD 01/28 - 02/26/19	12 6060E 12
PACIFIC GAS & ELECTRIC	69100	3/19/2019	1	491.05	SWF/ELEC SVC 990 SAN SIMEON CRK RD 1/30-2/28/19	39 6060E 25
PACIFIC GAS & ELECTRIC	69100	3/19/2019	1	9.86	WD/ELEC SVC 7806 VAN GORDON CRK RD 1/28-2/26/19	11 6060E 11
PACIFIC GAS & ELECTRIC	69100	3/19/2019	1	28.38	F&R/ELECT SVC WEST VILLAGE RESTROOM 02/04-03/05/19	01 6060E 02
PACIFIC GAS & ELECTRIC	69100	3/19/2019	2	27.87	F&R/ELECT SVC EAST VILLAGE RESTROOM 02/04-03/05/19	01 6060E 02
PACIFIC GAS & ELECTRIC	69100	3/19/2019	3	1,203.65	F&R/ELECT SVC STREET LIGHTING 02/04-03/05/19	01 6060E 02
PACIFIC GAS & ELECTRIC	69100	3/19/2019	4	362.70	F&R/ELECT SVC VETERANS HALL 02/04-03/05/19	01 6060E 02
PACIFIC GAS & ELECTRIC	69100	3/19/2019	5	1,141.75	FD/ELECT SVC 2850 BURTON DR 02/04-03/05/19	01 6060E 01
PACIFIC GAS & ELECTRIC	69100	3/19/2019	6	26.28	FD/ELECT SVC 2850 BURTON DR 02/04-03/05/19	01 6060E 01
PACIFIC GAS & ELECTRIC	69100	3/19/2019	7	375.47	ADM/ELECT SVC 1316 TAMSEN DR 02/04-03/05/19	01 6060E 09
PACIFIC GAS & ELECTRIC	69100	3/19/2019	8	133.63	ADM/ELECT SVC RADIO SHACK 02/04-03/05/19	01 6060E 09
PACIFIC GAS & ELECTRIC	69100	3/19/2019	1	6,251.31	WD/ELEC SVC VARIOUS LOCATIONS 01/29-02/27/19	11 6060E 11
PACIFIC GAS & ELECTRIC	69100	3/19/2019	1	1,422.82	WD/ELEC SVC 2820 SANTA ROSA RD 01/31-03/03/19	11 6060E 11
PACIFIC GAS & ELECTRIC	69100	3/19/2019	1	308.06	SWF/ELEC SVC 990 SAN SIMEON CRK RD 1/30-2/28/19	39 6060E 25
				<u>30,082.23</u>		

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PAMELA DUFFIELD	68978	3/4/2019	1	100.00	ADM/MONTHLY CELL PHONE/INTERNET REIMB 3/2019	01 6060C 09
PETER A OR TRACI L BLACK	68993	3/6/2019	1	142.52	WD/REFUND OF UNUSED DEPOSIT WL# 121 024.122.034	11 2420 11
PETER A OR TRACI L BLACK	68993	3/6/2019	2	107.48	WD/REFUND OF UNUSED DEPOSIT WL# 121 024.122.034	11 2420 11
PETER A OR TRACI L BLACK	68993	3/6/2019	3	(107.48)	WD/REFUND OF UNUSED DEPOSIT WL# 121 024.122.034	11 4124 10
				142.52		
PETTY CASH	69147	3/29/2019	1	46.07	ADM/POSTAGE EXPENSE	01 6051 09
PETTY CASH	69147	3/29/2019	2	3.00	WW/ENGINE OIL DISPOSAL FEE	12 6032T 12
PETTY CASH	69147	3/29/2019	3	15.00	ADM/NOTARY FEE	01 6080M 09
PETTY CASH	69147	3/29/2019	4	46.90	ADM/BOARD MEETING & BROWN ACT TRG EXPENSE	01 611S 09
				110.97		
PHIL'S PRO PLUMB	69056	3/14/2019	1	390.00	FD/REPLACE URINAL FLUSH VALVE, SNAKE DRAIN	01 6033B 01
PITNEY BOWES CREDIT- PBCC	69109	3/21/2019	1	125.48	ADM/QRTLTY LEASE POSTAGE MACHINE 04/01-6/30/19	01 6070 09
PLACER TITLE COMPANY	69145	3/28/2019	1	679.00	WD/VLM FEES NELSON MERGER APN 024-143-006/030	11 6080V 11
PROCARE JANITORIAL SUPPLY INC.	69097	3/19/2019	1	407.44	F&R/JUMBO TOILET TISSUE	01 6090 02
QUILL CORP	69080	3/15/2019	1	96.63	FD/REPLACE CA & U5 FLAGS	01 6050 01
QUILL CORP	69080	3/15/2019	1	87.93	FD/25 PACK OF FLORESCENT BULBS	01 6033B 01
				184.56		
RAIN FOR RENT	69110	3/21/2019	1	1,680.00	SWF/SPILLGUARD ECONT TANK FLAT TOP COATED	39 6070 25
RETIREE00	69016	3/12/2019	1	476.70	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE01	69017	3/12/2019	1	476.70	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE02	69018	3/12/2019	1	476.94	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE04	69019	3/12/2019	1	170.35	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE05	69020	3/12/2019	1	535.21	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE06	69021	3/12/2019	1	170.35	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE07	69022	3/12/2019	1	170.35	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE08	69023	3/12/2019	1	118.46	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE09	69024	3/12/2019	1	170.35	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE10	69025	3/12/2019	1	170.35	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE11	69026	3/12/2019	1	170.35	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE12	69027	3/12/2019	1	935.70	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE13	69028	3/12/2019	1	170.35	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE14	69029	3/12/2019	1	170.35	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE15	69030	3/12/2019	1	199.61	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE16	69031	3/12/2019	1	535.21	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE17	69032	3/12/2019	1	476.70	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE19	69033	3/12/2019	1	783.29	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE20	69034	3/12/2019	1	170.35	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE21	69035	3/12/2019	1	199.61	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE22	69036	3/12/2019	1	476.70	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE23	69037	3/12/2019	1	535.21	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE24	69038	3/12/2019	1	199.61	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE26	69039	3/12/2019	1	798.21	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE27	69040	3/12/2019	1	1,089.89	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE28	69041	3/12/2019	1	476.70	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE30	69042	3/12/2019	1	476.94	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE31	69043	3/12/2019	1	170.35	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE32	69044	3/12/2019	1	1,089.89	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE33	69045	3/12/2019	1	476.94	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE34	69046	3/12/2019	1	935.70	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01

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RETIREE36	69047	3/12/2019	1	935.70	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE37	69048	3/12/2019	1	(24.59)	ADM/ADJ MONTHLY INSUR PLAN CHG FEB & MAR 19	01 5121 09
RETIREE37	69048	3/12/2019	2	(319.61)	WD/ADJ MONTHLY INSUR PLAN CHG FEB & MAR 19	11 5121 09
RETIREE37	69048	3/12/2019	3	(147.51)	WW/ADJ MONTHLY INSUR PLAN CHG FEB & MAR 19	12 5121 09
RETIREE37	69048	3/12/2019	1	64.89	ADM/MONTHLY INSUR REIMB	01 5121 09
RETIREE37	69048	3/12/2019	2	843.59	WD/MONTHLY INSUR REIMB	11 5121 11
RETIREE37	69048	3/12/2019	3	389.35	WW/MONTHLY INSUR REIMB	12 5121 12
				<u>15,215.24</u>		
RUTAN & TUCKER, LLP	69098	3/19/2019	1	4,869.47	SWF/PROFESSIONAL FEES	39 18291 25
SAN LUIS OBISPO COUNTY	69058	3/14/2019	1	406.70	WW/RENEWAL OF EQUIPMENT UNDER PERMIT 994-1	12 6055 12
SAN LUIS OBISPO COUNTY	69058	3/14/2019	2	406.70	WW/RENEWAL OF EQUIPMENT UNDER PERMIT 997-1	12 6055 12
SAN LUIS OBISPO COUNTY	69058	3/14/2019	3	406.70	WW/RENEWAL OF EQUIPMENT UNDER PERMIT 998-1	12 6055 12
SAN LUIS OBISPO COUNTY	69058	3/14/2019	4	406.70	WW/RENEWAL OF EQUIPMENT UNDER PERMIT 1000-2	12 6055 12
SAN LUIS OBISPO COUNTY	69058	3/14/2019	5	406.70	WW/RENEWAL OF EQUIPMENT UNDER PERMIT 1002-2	12 6055 12
SAN LUIS OBISPO COUNTY	69058	3/14/2019	6	406.70	WW/RENEWAL OF EQUIPMENT UNDER PERMIT 1004-1	12 6055 12
SAN LUIS OBISPO COUNTY	69058	3/14/2019	7	406.70	WW/RENEWAL OF EQUIPMENT UNDER PERMIT 1005-1	12 6055 12
SAN LUIS OBISPO COUNTY	69058	3/14/2019	8	406.70	WD/RENEWAL OF EQUIPMENT UNDER PERMIT 1013-1	11 6055 11
SAN LUIS OBISPO COUNTY	69058	3/14/2019	9	406.70	WD/RENEWAL OF EQUIPMENT UNDER PERMIT 1015-1	11 6055 11
SAN LUIS OBISPO COUNTY	69058	3/14/2019	10	406.70	WD/RENEWAL OF EQUIPMENT UNDER PERMIT 1016-1	11 6055 11
SAN LUIS OBISPO COUNTY	69058	3/14/2019	11	406.70	WD/RENEWAL OF EQUIPMENT UNDER PERMIT 1017-1	11 6055 11
				<u>4,473.70</u>		
SAN LUIS PERSONNEL SERVICES, I	69013	3/7/2019	1	930.00	ADM/TEMP SERVICES WEEK ENDING 2/22/19	01 6080T 09
SAN LUIS PERSONNEL SERVICES, I	69081	3/15/2019	1	1,140.00	ADM/TEMP SERVICES WEEK ENDING 3/1/19	01 6080T 09
SAN LUIS PERSONNEL SERVICES, I	69099	3/19/2019	1	1,200.00	ADM/TEMP SERVICES WEEK ENDING 3/8/19	01 6080T 09
				<u>3,270.00</u>		
SLO COUNTY CLERK-RECORDER	69014	3/7/2019	1	9,100.92	ADM/GENERAL ELECTION STMT OF CHGS FOR 11/6/18	01 6055 09
SLO COUNTY PLANNING DEPT.	69111	3/21/2019	1	2,420.00	WD/VOLUNTARY MERGER DEPOSIT ACCT	11 1309 10
SLO COUNTY PUBLIC WORKS	69112	3/21/2019	1	470.00	SWF/LAB TESTING 2/1-2/28/19 TDS, BORON, SULFATE	39 6091 25
SM TIRE	69125	3/25/2019	1	382.46	FD/TIRE REPAIR,SERVICE CALL FOR ENGINE 5792	01 6041L 01
SOLENIS LLC	69059	3/14/2019	1	4,789.25	WW/PRAESTOL K SLUDGE POLYMER	12 6032S 12
STATE OF CALIFORNIA	69082	3/15/2019	1	49.00	ADM/FINGERPRINT APPS & FBI	01 6125 09
TEMPLETON GLASS COMPANY, INC.	69002	3/6/2019	1	506.54	ADM/REPLACE OVERHEAD DOOR CLOSER 1316 TAMSEN	01 6033B 09
THE DOCUTEAM	69071	3/15/2019	1	466.60	ADM/BOX STORAGE PICKUP & DELIVERY	01 6080M 09
THE GAS COMPANY	69092	3/19/2019	1	288.42	F&R/GAS SVS VETS HALL 01/23 - 02/22/19	01 6060G 02
THE GAS COMPANY	69092	3/19/2019	1	64.26	ADM/GAS SVS 1316 TAMSEN #201 01/22 - 02/21/19	01 6060G 09
THE GAS COMPANY	69092	3/19/2019	1	529.19	FD/GAS SVS 3850 BURTON DRIVE 1/31 - 3/4/19	01 6060G 01
THE GAS COMPANY	69092	3/19/2019	1	57.85	WW/GAS SVS 5500 HEATH LANE 01/28 - 02/27/19	12 6060G 12
THE GAS COMPANY	69092	3/19/2019	1	48.94	FD/GAS SVS 5490 HEATH LANE 01/28 - 02/27/19	01 6060G 01
THE GAS COMPANY	69092	3/19/2019	1	103.08	WW/GAS SVS 5500 HEATH LANE 01/28 - 02/27/19	12 6060G 12
				<u>1,091.74</u>		
THE TRIBUNE	69084	3/15/2019	1	1,183.00	FD/RESERVE FIREFIGHTER RECRUITMENT ADVERTISEMENT	01 6125 01
TRAILER BARN, INC.	69114	3/21/2019	1	297.65	F&R/DUMP TRAILER SERVICE & REPAIRS	01 6041L 02
VERIZON WIRELESS	69115	3/21/2019	1	32.94	F&R/MONTHLY ON-CALL CELL PHONES	01 6060C 02

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VERIZON WIRELESS	69115	3/21/2019	2	74.86	WD/MONTHLY ON-CALL CELL PHONES	11 6060C 11
VERIZON WIRELESS	69115	3/21/2019	3	91.27	WW/MONTHLY ON-CALL CELL PHONES	12 6060C 12
VERIZON WIRELESS	69115	3/21/2019	4	57.28	ADM/MONTHLY ON-CALL CELL PHONES	01 6060C 09
VERIZON WIRELESS	69115	3/21/2019	5	87.44	FD/MONTHLY ON-CALL CELL PHONES & TABLETS	01 6060C 01
				<u>343.79</u>		
WESTERN EQUIPMENT FINANCE, INC	68985	3/4/2019	1	283.38	F&R/TORO TX 1000 DINGO WIDE TRACK PRINCIPAL	01 2520 02
WESTERN EQUIPMENT FINANCE, INC	68985	3/4/2019	2	56.47	F&R/TORO TX 1000 DINGO WIDE TRACK INTEREST	01 6180 02
				<u>339.85</u>		
Accounts Payable Vendor Subtotal				257,905.84		
Fire Department Accounts Payable Subtotal				29,174.68		
Facilities & Resources Accounts Payable Subtotal				24,872.21		
Administration Accounts Payable Subtotal				57,803.86		
Water Accounts Payable Subtotal				37,994.95		
Wastewater Accounts Payable Subtotal				62,428.34		
SWF Operations Accounts Payable Subtotal				9,869.68		
SWF Capital Accounts Payable Subtotal				35,762.12		
Accounts Payable Vendor Subtotal				257,905.84		
AMERITAS	6207	3/29/2019	1	4,744.84	DENTAL INSURANCE-YER	01 2150
AMERITAS	6207	3/29/2019	2	(1,236.58)	DENTAL INSURANCE-YER	01 5102 09
AMERITAS	6207	3/29/2019	3	(79.55)	DENTAL INSURANCE-YER	11 5102 11
AMERITAS	6207	3/29/2019	4	(7.33)	DENTAL INSURANCE-YER	12 5102 12
AMERITAS	6207	3/29/2019	5	(217.56)	DENTAL INSURANCE-YER	11 5102 11
AMERITAS	6207	3/29/2019	6	(214.40)	DENTAL INSURANCE-YER	01 5102 09
AMERITAS	6207	3/29/2019	1	425.82	DENTAL INSURANCE-YER	01 2150
				<u>3,415.24</u>		
CAMBRIA COMMUNITY SERVICES DIS	6175	3/8/2019	1	1,200.00	MEDICAL REIMBURSEMNT	01 2171
CAMBRIA COMMUNITY SERVICES DIS	6175	3/8/2019	2	250.00	MEDICAL REIMBURSEMNT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	6175	3/8/2019	3	50.00	MEDICAL REIMBURSEMNT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	6175	3/8/2019	4	200.00	MEDICAL REIMBURSEMNT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	6175	3/8/2019	5	150.00	MEDICAL REIMBURSEMNT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	6175	3/8/2019	6	200.00	MEDICAL REIMBURSEMNT	12 5122 12
CAMBRIA COMMUNITY SERVICES DIS	6193	3/22/2019	1	1,200.00	MEDICAL REIMBURSEMNT	01 2171
CAMBRIA COMMUNITY SERVICES DIS	6193	3/22/2019	2	250.00	MEDICAL REIMBURSEMNT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	6193	3/22/2019	3	50.00	MEDICAL REIMBURSEMNT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	6193	3/22/2019	4	200.00	MEDICAL REIMBURSEMNT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	6193	3/22/2019	5	150.00	MEDICAL REIMBURSEMNT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	6193	3/22/2019	6	200.00	MEDICAL REIMBURSEMNT	12 5122 12
				<u>4,100.00</u>		
CAMBRIA FIRE FIGHTERS LOCAL 46	6177	3/8/2019	1	240.00	DUES-FIRE IAFF	01 2160
CAMBRIA FIRE FIGHTERS LOCAL 46	6196	3/22/2019	1	240.00	DUES-FIRE IAFF	01 2160
				<u>480.00</u>		
CAMBRIA FIREFIGHTERS ASSN	6195	3/22/2019	1	152.06	RESERVE FIREFTR DUES	01 2160
CAMBRIA FIREFIGHTERS ASSN	6203	3/22/2019	1	11.28	RESERVE FIREFTR DUES	01 2160
				<u>163.34</u>		
EMPLOYMENT DEVELOPMENT DP	6176	3/8/2019	1	2,757.21	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	6176	3/8/2019	1	892.25	STATE INCOME TAX	01 2130
EMPLOYMENT DEVELOPMENT DP	6194	3/22/2019	1	3,910.65	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	6194	3/22/2019	1	1,065.19	STATE INCOME TAX	01 2130

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EMPLOYMENT DEVELOPMENT DP	6202	3/22/2019	1	5.64	STATE INCOME TAX	01 2130
				<u>8,630.94</u>		
ICMA-VNTGPT TRSFR AGT 457	6180	3/8/2019	1	3,619.79	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	6180	3/8/2019	1	600.00	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	6199	3/22/2019	1	3,946.63	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	6199	3/22/2019	1	600.00	457 DEFERRED COMP IN	01 2141
				<u>8,766.42</u>		
IRS/FEDERAL PAYROLL TAXES	6179	3/8/2019	1	8,055.58	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	6179	3/8/2019	1	11,187.96	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6179	3/8/2019	1	2,633.94	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6198	3/22/2019	1	10,959.07	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	6198	3/22/2019	1	13,356.98	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6198	3/22/2019	1	3,215.38	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6198	3/22/2019	1	1,120.18	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6205	3/22/2019	1	35.02	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	6205	3/22/2019	1	69.94	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6205	3/22/2019	1	16.36	FEDERAL INCOME TAX	01 2120
				<u>50,650.41</u>		
LINCOLN FINANCIAL GROUP	6208	3/29/2019	1	228.26	LIFE INSURANCE	01 2164
LINCOLN FINANCIAL GROUP	6208	3/29/2019	2	8.72	LIFE INSURANCE	01 2164 09
LINCOLN FINANCIAL GROUP	6208	3/29/2019	3	8.72	LIFE INSURANCE	01 2164 11
LINCOLN FINANCIAL GROUP	6208	3/29/2019	4	(7.78)	LIFE INSURANCE	12 2164 12
LINCOLN FINANCIAL GROUP	6208	3/29/2019	5	(4.36)	LIFE INSURANCE	11 2164 11
				<u>233.56</u>		
PERS HEALTH BENEFIT SERV	6210	3/29/2019	1	31,525.07	MEDICAL INSURANC-YER	01 2151
PERS HEALTH BENEFIT SERV	6210	3/29/2019	2	952.00	MEDICAL INSURANC-YER	01 5121 01
PERS HEALTH BENEFIT SERV	6210	3/29/2019	3	136.00	MEDICAL INSURANC-YER	01 5121 02
PERS HEALTH BENEFIT SERV	6210	3/29/2019	4	1,904.00	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	6210	3/29/2019	5	816.00	MEDICAL INSURANC-YER	11 5121 11
PERS HEALTH BENEFIT SERV	6210	3/29/2019	6	680.00	MEDICAL INSURANC-YER	12 5121 12
PERS HEALTH BENEFIT SERV	6210	3/29/2019	7	52.26	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	6210	3/29/2019	8	(832.65)	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	6210	3/29/2019	9	3.11	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	6210	3/29/2019	10	(874.05)	MEDICAL INSURANC-YER	11 5121 11
PERS HEALTH BENEFIT SERV	6210	3/29/2019	11	504.77	MEDICAL INSURANC-YER	12 5121 12
PERS HEALTH BENEFIT SERV	6210	3/29/2019	12	(0.14)	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	6210	3/29/2019	13	82.98	MEDICAL INSURANC-YER	01 5103 09
PERS HEALTH BENEFIT SERV	6210	3/29/2019	1	5,753.09	MEDICAL INSURANC-YER	01 2151
				<u>40,702.44</u>		
PERS RETIREMENT SYSTEM	6181	3/8/2019	1	0.01	PERS PAYROLL REMITTANCE	01 5111 09
PERS RETIREMENT SYSTEM	6181	3/8/2019	2	16,863.09	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	6200	3/22/2019	1	(0.01)	PERS PAYROLL REMITTANCE	01 5111 09
PERS RETIREMENT SYSTEM	6200	3/22/2019	2	18,897.36	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	6206	3/22/2019	1	-	PERS PAYROLL REMITTANCE	01 5111 09
PERS RETIREMENT SYSTEM	6206	3/22/2019	2	136.16	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	6209	3/29/2019	1	7,318.35	UNACCRUED LIABILITY MISC	01 5109 09
PERS RETIREMENT SYSTEM	6209	3/29/2019	2	1,911.74	UNACCRUED LIABILITY MISC	01 5109 02
PERS RETIREMENT SYSTEM	6209	3/29/2019	3	4,550.57	UNACCRUED LIABILITY MISC	11 5109 11
PERS RETIREMENT SYSTEM	6209	3/29/2019	4	4,381.51	UNACCRUED LIABILITY MISC	12 5109 12
PERS RETIREMENT SYSTEM	6209	3/29/2019	5	1,144.75	UNACCRUED LIABILITY MISC	11 5109 25
PERS RETIREMENT SYSTEM	6209	3/29/2019	1	5,806.70	UNACCRUED LIABILITY SAFET	01 5109 01
				<u>61,010.23</u>		

CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF MARCH 2019

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
PPBI-DIRECT DEPOSIT	6178	3/8/2019	1	3,245.00	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	6178	3/8/2019	1	48,817.96	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	6197	3/22/2019	1	3,395.00	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	6197	3/22/2019	1	60,648.21	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	6204	3/22/2019	1	401.23	Direct Deposit -Net	01 2152
				<u>116,507.40</u>		
SEIU LOCAL 620	6182	3/8/2019	1	309.69	SEIU UNION DUES	01 2160
SEIU LOCAL 620	6201	3/22/2019	1	309.69	SEIU UNION DUES	01 2160
				<u>619.38</u>		
VAN02	9000	3/13/2019	1	(1,033.12)	Ck#05823 Reversed	01 5000 01
VAN02	5823	3/13/2019	1	<u>1,033.12</u>	FD/REPLACE PYRL CK 5823 DATED 7/17/18	01 5000 01
				<u>295,279.36</u>		
				<u>553,185.20</u>		

Payroll Payable Subtotal

295,279.36

TOTAL DISBURSEMENTS FOR MARCH 2019

553,185.20

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS ADJOURNED REGULAR MEETING MINUTES
 Tuesday, March 5, 2019 11:00 AM

1. OPENING

A. Call to Order

President Pierson called the meeting to order at 11:00 a.m.

B. Pledge of Allegiance

President Pierson led the Pledge of Allegiance.

C. Establishment of Quorum

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

Amanda Rice arrived at 11:23 a.m.

Staff present: Acting General Manager Monique Madrid, District Counsel Timothy Carmel, Finance Manager Pamela Duffield, Strategic & Organizational Advisor Paavo Ogren and Deputy District Clerk Haley Dodson.

D. Report from Closed Session

This item was discussed at the Regular Board Meeting on Thursday, February 28, 2019.

E. Agenda Review: Additions/Deletions

This item was discussed at the Regular Board Meeting on Thursday, February 28, 2019.

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

A. Sheriff's Department Report

This item was discussed at the Regular Board Meeting on Thursday, February 28, 2019.

B. CCSD Fire Chief's Report

This item was discussed at the Regular Board Meeting on Thursday, February 28, 2019.

C. PROS Chairman's Report

This item was discussed at the Regular Board Meeting on Thursday, February 28, 2019.

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

President Pierson allowed for public comment at the March 5, 2019 adjourned regular meeting.

Public Comment:

Laura Swartz

Ted Siegler

Tom Gray

Tina Dickason

Christine Heinrichs
 Leslie Richards
 Laurel Stewart (submitted a written comment)

4. CONSENT AGENDA (Estimated time: 15 Minutes)

- A.** CONSIDERATION TO ADOPT THE JANUARY 2019 EXPENDITURE REPORT
- B.** CONSIDERATION TO ADOPT THE JANUARY 3, 2019 AND JANUARY 30, 2019 SPECIAL MEETING MINUTES AND JANUARY 17, 2019 REGULAR MEETING MINUTES
- C.** CONSIDERATION OF ADOPTION OF RESOLUTION 03-2019 AMENDING THE LIST OF DESIGNATED POSITIONS SUBJECT TO THE DISTRICT'S CONFLICT OF INTEREST CODE TO INCLUDE MEMBERS OF STANDING COMMITTEES AND THE STRATEGIC AND ORGANIZATIONAL ADVISOR
- D.** CONSIDERATION OF ADOPTION OF RESOLUTION 04-2019 DECLARING VEHICLES AND EQUIPMENT SURPLUS, ENTERING INTO AN AGREEMENT WITH PUBLIC GROUP, LLC AND AUTHORIZING SALE BY THE ACTING GENERAL MANAGER
- E.** CONSIDERATION OF ADOPTION OF RESOLUTION 05-2019 AMENDING THE CCSD SALARY SCHEDULE
- F.** CONSIDERATION OF ADOPTION OF RESOLUTION 06-2019 RATIFYING THE MEMORANDUM OF UNDERSTANDING BETWEEN CAMBRIA COMMUNITY SERVICES DISTRICT AND CAMBRIA FIREFIGHTERS/INTERNATIONAL ASSOCIATION OF FIREFIGHTERS IAFF LOCAL 4635
- G.** CONSIDERATION OF ADOPTION OF RESOLUTIONS 07-2019 AND 08-2019, APPROVING THE CCSD BOARD BYLAWS AND THE CCSD 2019 REGULAR BOARD MEETING SCHEDULE
- H.** CONSIDERATION OF APPROVAL OF RESOLUTION 09-2019 TO FINANCE THE PURCHASE OF A REPLACEMENT CRANE TRUCK FOR THE WASTEWATER DEPARTMENT

This item was discussed at the Regular Board Meeting on Thursday, February 28, 2019.

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

- A.** DISCUSSION AND CONSIDERATION OF VOTING TO ELECT A REPRESENTATIVE TO THE SDRMA BOARD OF DIRECTORS

This item was discussed at the Regular Board Meeting on Thursday, February 28, 2019.

- B.** DISCUSSION AND CONSIDERATION OF EXTENDING THE OUTSTANDING INTENT TO SERVE LETTERS FOR BORIS PILCH, LLC

This item was discussed at the Regular Board Meeting on Thursday, February 28, 2019.

- C.** SUPPLEMENTAL REPORT REGARDING DISCUSSION AND CONSIDERATION OF AMENDING THE CCSD MUNICIPAL CODE RELATING TO THE AFFORDABLE HOUSING PROGRAM

This item was discussed at the Regular Board Meeting on Thursday, February 28, 2019.

D. DISCUSSION AND REVIEW OF FISCAL YEAR 2018/2019 MID-YEAR BUDGET

This item was discussed at the Regular Board Meeting on Thursday, February 28, 2019.

E. DISCUSSION REGARDING PROPOSED UPDATE OF THE WASTE DISCHARGE REQUIREMENTS AND WATER RECYCLING REQUIREMENTS FOR THE SUSTAINABLE WATER FACILITY (REGIONAL WATER QUALITY CONTROL BOARD, CENTRAL COAST REGION ORDER NO. R3-2014-0050)

Ms. Madrid introduced the item and provided the Board with a brief summary.

Mr. Ogren stated staff has no comments to submit at this time. He provided additional details to the Board.

Public Comment:

Crosby Swartz

Mark Rochefort (turned in a slip on 2/28/2019 but not present today)

Mike Lyons

Christine Heinrichs

Ted Siegler

Tom Gray

Mrs. Lohner

Tina Dickason

Leslie Richards (submitted a document to the Board of Directors)

President Pierson stated since staff has no comments, the Board doesn't need to make a comment.

Director Rice moved to support the change to orders on CCSD's permit with the Regional Water Quality Control Board and the draft currently under consideration for May 9, 2019.

Director Howell seconded the motion.

The Board authorized President Pierson to work with staff on creating a letter.

Roll Call Vote:

Director Rice- Aye

Director Howell- Aye

Director Steidel- Aye

Vice President Farmer- Abstain

President Pierson- Aye

Motion Passed: 4-Ayes (Rice, Howell, Steidel, Pierson), 0-Nays, 0-Absent, 1-Abstain (Farmer)

6. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS**A. Board Member, Committee and Liaison Reports****i. Finance Standing Committee Report**

Director Steidel stated the committee met and Ted Siegler will be the Vice Chair and Secretary. The committee discussed goals, objectives, mission statement and bylaws.

ii. Policy Standing Committee Report

Director Rice stated Gordon Heinrichs is the Vice Chair. She volunteered to take action minutes. The committee appointed an ad hoc committee to look at bylaws, goals and the scope for the committee. The committee needs clarification on the goal and scope of the committee. Lauren Younger resigned from the committee and the Board will need to appoint a new committee member.

President Pierson would like to review the previous applicants that already applied. Staff should bring this item back to the Board on March 14, 2019. The committee should work on a policy manual and updating the policies. The policies should be addressed by the full Board. This should be the primary goal. If it involves Finance, please send it to the Finance Committee.

iii. Resources & Infrastructure Standing Committee Report

Director Howell stated Karen Dean was nominated as Vice Chair and Tom Gray was nominated to take action minutes. The committee discussed the mid-year budget and will be scheduling WWTP tours.

Public Comment:
Tina Dickason

7. MANAGER'S REPORT

A. Acting General Manager's Report

Ms. Madrid provided a brief update on the Acting General Manager's Report.

Mr. Ogren provided a brief update on the Cannon meeting.

Public Comment:
Tina Dickason

B. Finance Manager's Report

Mrs. Duffield provided a brief update on the Acting General Manager's Report.

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

Director Howell would like to review revisions to the transfer of development credits and the linear street footage.

President Pierson stated this will be directed for the Policy Committee to discuss.

Director Rice asked Director Howell to send her the specific section.

9. ADJOURN TO CLOSED SESSION (Estimated time 60 Minutes)

President Pierson adjourned the meeting to closed session at 1:05 p.m.

- A.** PUBLIC EMPLOYEE PERFORMANCE EVALUATION Pursuant to Government Code Section 54957.
Title: Acting General Manager

- B.** PUBLIC EMPLOYMENT Pursuant to Government Code Section 54957.
Title: General Manager

DRAFT

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, March 14, 2019 2:00 PM

1. OPENING

A. Call to Order

President Pierson called the meeting to order at 2:02 p.m.

B. Pledge of Allegiance

President Pierson led the Pledge of Allegiance.

C. Establishment of Quorum

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

Staff present: Acting General Manager Monique Madrid, District Counsel Timothy Carmel, Finance Manager Pamela Duffield, Strategic & Organizational Advisor Paavo Ogren and Deputy District Clerk Haley Dodson.

D. Report from Closed Session

District Counsel reported that the Board discussed the performance of the Acting General Manager and the recruitment of a General Manager. No reportable action was taken.

E. Agenda Review: Additions/Deletions

President Pierson asked for any additions or deletions.

There were no additions or deletions.

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

A. Sheriff's Department Report

Commander Manuele provided a summary of recent activities in Cambria for the Sheriff's Department. He submitted a written report to the Deputy District Clerk.

B. CCSD Fire Chief's Report

Chief Hollingsworth provided a report of recent activities in Cambria.

C. PROS Chairman's Report

Commissioner Kermit Johansson provided a report for the PROS Commission.

President Pierson would like to form an ad hoc committee to meet with Jim Bahringer and the Historical Society.

Vice President Farmer and Director Howell volunteered to be on the ad hoc committee.

Public Comment:

Jim Bahringer

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

Public Comment:

Christine Heinrichs (submitted a written comment)

Elizabeth Bettenhausen

4. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

A. Board Member, Committee and Liaison Reports

i. Finance Standing Committee Report

Director Steidel stated they will hold a meeting in the coming weeks and review bylaws.

ii. Policy Standing Committee Report

Director Rice stated the committee hasn't held a meeting since the last Board meeting.

iii. Resources & Infrastructure Standing Committee Report

Director Howell stated the committee hasn't held a meeting since the last Board meeting. The committee has a meeting next week to discuss draft bylaws and will discuss creating ad hoc committees.

President Pierson suggested getting an intern to do asset management.

iv. Other Liaison Reports

Vice President Farmer gave an update on the two Forest Committee meetings.

Public Comment:
Elizabeth Bettenhausen

5. MANAGER'S REPORT

A. Acting General Manager's Report

Ms. Madrid provided a brief summary on the Acting General Manager's Report.

Mr. Ogren discussed a meeting held with Cannon Corp. to provide the District with a proposal for possible options for the Impoundment Basin.

Public Comment:
Elizabeth Bettenhausen

B. Finance Manager's Report

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

Public Comment:
Elizabeth Bettenhausen

6. CONSENT AGENDA (Estimated time: 15 Minutes)

- A. CONSIDERATION TO ADOPT THE FEBRUARY 2019 EXPENDITURE REPORT**
- B. CONSIDERATION TO ADOPT THE FEBRUARY 12, 2019 SPECIAL MEETING MINUTES AND FEBRUARY 28, 2019 REGULAR MEETING MINUTES**

President Pierson asked for any items to be pulled.

No items were pulled.

Director Rice moved to approve the consent agenda.

Director Steidel seconded the motion.

Roll Call Vote:

Director Rice- Aye

Director Steidel- Aye

Director Howell- Aye

Vice President Farmer- Aye

President Pierson- Aye

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

Vice President Farmer addressed a comment made by a member of the public at the last meeting.

7. ADJOURN TO CLOSED SESSION AT 3:30 P.M.

President Pierson stated the future meetings will be in this format and the Board will meet the following week to discuss regular business.

President Pierson adjourned the meeting to closed session at 3:54 p.m.

- A. PUBLIC EMPLOYMENT Pursuant to Government Code Section 54957.**
Title: General Manager
- B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION Pursuant to Government Code Section 54957.**
Title: Acting General Manager

8. ADJOURNMENT

- A. THE REMAINING ITEMS ON THE AGENDA WILL BE CONSIDERED AT THE SECOND REGULAR MEETING ON MARCH 21, 2019**

9. OPENING

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

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

This item will be discussed at the Regular Board Meeting on Thursday, March 21, 2019.

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

- A. DISCUSSION AND CONSIDERATION OF PROS COMMITTEE'S RECOMMENDATION REGARDING SANTA ROSE SCHOOLHOUSE RELOCATION AND APPOINTMENT OF AD HOC COMMITTEE**

This item will be discussed at the Regular Board Meeting on Thursday, March 21, 2019.

- B. DISCUSSION AND CONSIDERATION TO FILL VACANT SEAT ON THE POLICY COMMITTEE**

This item will be discussed at the Regular Board Meeting on Thursday, March 21, 2019.

- C. DISCUSSION AND CONSIDERATION OF ADOPTION OF ORDINANCE 01-2019 AMENDING CCSD MUNICIPAL CODE SECTION 8.04.110 RELATING TO THE AFFORDABLE HOUSING PROGRAM**

This item will be discussed at the Regular Board Meeting on Thursday, March 21, 2019.

- D. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 10-2019 AMENDING THE BYLAWS RELATING TO BOARD MEMBER RESPONSES TO PUBLIC COMMENT (SECTIONS 2.2 AND 3.2) AND BOARD MEMBER CONDUCT RELATING TO PERSONNEL AND OPERATIONAL MATTERS (SECTION 7.2)**

This item will be discussed at the Regular Board Meeting on Thursday, March 21, 2019.

- E. DISCUSSION AND CONSIDERATION TO NOMINATE A CANDIDATE FOR ELECTION TO THE CSDA BOARD OF DIRECTORS, COASTAL NETWORK SEAT B**

This item will be discussed at the Regular Board Meeting on Thursday, March 21, 2019.

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

This item will be discussed at the Regular Board Meeting on Thursday, March 21, 2019.

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

This item will be discussed at the Regular Board Meeting on Thursday, March 21, 2019.

- A.** PUBLIC EMPLOYMENT Pursuant to Government Code Section 54957. Title:
General Manager
- B.** PUBLIC EMPLOYEE PERFORMANCE EVALUATION Pursuant to Government
Code Section 54957.
Title: Acting General Manager

DRAFT

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, March 21, 2019 2:00 PM

1. OPENING

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

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

A. Sheriff's Department Report

This item was discussed at the Regular Board Meeting on Thursday, March 14, 2019.

B. CCSD Fire Chief's Report

This item was discussed at the Regular Board Meeting on Thursday, March 14, 2019.

C. PROS Chairman's Report

This item was discussed at the Regular Board Meeting on Thursday, March 14, 2019.

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

This item was discussed at the Regular Board Meeting on Thursday, March 14, 2019.

4. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

A. Board Member, Committee and Liaison Reports

i. Finance Standing Committee Report

This item was discussed at the Regular Board Meeting on Thursday, March 14, 2019.

ii. Policy Standing Committee Report

This item was discussed at the Regular Board Meeting on Thursday, March 14, 2019.

iii. Resources & Infrastructure Standing Committee Report

This item was discussed at the Regular Board Meeting on Thursday, March 14, 2019.

iv. Other Liaison Reports

This item was discussed at the Regular Board Meeting on Thursday, March 14, 2019.

5. MANAGER'S REPORT**A. Acting General Manager's Report**

This item was discussed at the Regular Board Meeting on Thursday, March 14, 2019.

B. Finance Manager's Report

This item was discussed at the Regular Board Meeting on Thursday, March 14, 2019.

6. CONSENT AGENDA (Estimated time: 15 Minutes)**A. CONSIDERATION TO ADOPT THE FEBRUARY 2019 EXPENDITURE REPORT****B. CONSIDERATION TO ADOPT THE FEBRUARY 12, 2019 SPECIAL MEETING MINUTES AND FEBRUARY 28, 2019 REGULAR MEETING MINUTES**

This item was discussed at the Regular Board Meeting on Thursday, March 14, 2019.

7. ADJOURN TO CLOSED SESSION AT 3:30 P.M.

This item was discussed at the Regular Board Meeting on Thursday, March 14, 2019.

A. PUBLIC EMPLOYMENT Pursuant to Government Code Section 54957. Title: General Manager**B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION Pursuant to Government Code Section 54957. Title: Acting General Manager****8. ADJOURNMENT****A. THE REMAINING ITEMS ON THE AGENDA WILL BE CONSIDERED AT THE SECOND REGULAR MEETING ON MARCH 21, 2019****9. OPENING****A. Call to Order**

President Pierson called the meeting to order at 2:02 p.m.

B. Pledge of Allegiance

President Pierson led the Pledge of Allegiance.

C. Establishment of Quorum

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

Staff present: Acting General Manager Monique Madrid, District Counsel Timothy Carmel, Finance Manager Pamela Duffield, Strategic & Organizational Advisor Paavo Ogren and Deputy District Clerk Haley Dodson.

D. Report from Closed Session

District Counsel stated there was no formal report, but the Board discussed the performance of the Acting General Manager and the recruitment of a General Manager.

President Pierson stated the Board received over 30 resumes and selected 4 highly qualified candidates and interviews will begin next week.

E. Agenda Review: Additions/Deletions

President Pierson asked for any additions or deletions.

There were no additions or deletions.

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

Public Comment:

Cynthia Snell

Karen Dean

Ted Siegler

Theresa Demond

Tina Dickason

Elizabeth Bettenhausen

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

A. DISCUSSION AND CONSIDERATION OF PROS COMMITTEE'S RECOMMENDATION REGARDING SANTA ROSE SCHOOLHOUSE RELOCATION AND APPOINTMENT OF AD HOC COMMITTEE

Ms. Madrid introduced the item and turned it over to District Counsel, who provided a brief summary of the item. At its March 5, 2019 meeting, the PROS Commission reviewed the status of the Schoolhouse relocation project and the following request from the Historical Society that was submitted by Laurel Stewart:

1) that the CCSD Board reaffirm their January 17th direction to staff to work with parties to the parcel's recorded covenant and with [Historical Society] representatives, negotiating amendments to allow for storage of the Schoolhouse on that property (consistent with all county of San Luis Obispo requirements for movement and storage of the building), and to allow for more long-term fixed use of the Schoolhouse as a public museum on that property; and

2) that the CCSD Board approve a long-term lease for such use, subject to negotiations and advice of counsel; and

3) that the CCSD Board ask staff to work with [Historical Society] to determine water and sewer allocation in compliance with the District's municipal code. In our reading of the code, there are options in this regard.

The PROS Commission took the following action related to the Historical Society's three requests:

After much discussion, a motion was made by Commissioner Johannsen and seconded by Commissioner Atencio that we recommend to the CCSD the three items on their presentation with the Caveat that the PROS Commission be allowed to revisit their proposal as their plan progresses.

Public Comment:
Laurel Stewart

Director Rice moved to accept the recommendation of the ad hoc committee and move forward with the process of placing the Schoolhouse on the former dog park property and related requests outlined by Ms. Stewart, including sewer and water.

Director Steidel seconded the motion.

Roll Call Vote:
Director Rice- Aye
Director Steidel- Aye
Director Howell- Aye
Vice President Farmer- Aye
President Pierson- Aye

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

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

Ms. Madrid introduced the item and provided a brief summary of the item.

President Pierson suggested reopening the vacancy.

Director Howell suggested considering other applicants that applied to other committees.

Director Rice agreed with President Pierson and suggested keeping the two applications that were already submitted.

Public Comment:
Tina Dickason

Director Rice moved to re-open the application process for the Policy Committee and include the two applications (Leslie Richards & Jim Bahringer) that have already been submitted and that any new applicants should apply by Friday, March 29, 2019. Members must be a registered voter in Cambria and this item should be added to the April 11, 2019 agenda.

Director Steidel seconded the motion.

Roll Call Vote:
Director Rice- Aye
Director Steidel- Aye
Director Howell- Aye
Vice President Farmer- Aye
President Pierson- Aye

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

C. DISCUSSION AND CONSIDERATION OF ADOPTION OF ORDINANCE 01-2019 AMENDING CCSD MUNICIPAL CODE SECTION 8.04.110 RELATING TO THE AFFORDABLE HOUSING PROGRAM

Ms. Madrid introduced the item and turned it over to District Counsel, who provided a brief summary of the item.

Public Comment:
Tina Dickason

Director Howell moved to adopt Ordinance 01-2019 amending the CCSD Municipal Code Section 8.01.110 relating to the Affordable Housing Program and waive further reading.

Director Steidel seconded the motion.

Public Comment:
Linn Moffett

Roll Call Vote:
Director Howell- Aye
Director Steidel- Aye
Director Rice- Aye
Vice President Farmer- Aye
President Pierson- Aye

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

D. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 10-2019 AMENDING THE BYLAWS RELATING TO BOARD MEMBER RESPONSES TO PUBLIC COMMENT (SECTIONS 2.2 AND 3.2) AND BOARD MEMBER CONDUCT RELATING TO PERSONNEL AND OPERATIONAL MATTERS (SECTION 7.2)

Ms. Madrid introduced the item and turned it over to District Counsel, who provided a brief summary of the item.

Public Comment:
Mike Lyons (withdrew his public comment slip)
Elizabeth Bettenhausen
Tina Dickason
Christine Heinrichs
Karen Dean

Director Rice moved to adopt Resolution 10-2019 amending the Bylaws relating to Board member responses to public comment and Board member conduct in personnel and operational matters.

Director Steidel seconded the motion.

Roll Call Vote:

Director Rice- Aye
 Director Steidel- Aye
 Director Howell- Aye
 Director Steidel- Aye
 Vice President Farmer- Aye
 President Pierson- Aye

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

E. DISCUSSION AND CONSIDERATION TO NOMINATE A CANDIDATE FOR ELECTION TO THE CSDA BOARD OF DIRECTORS, COASTAL NETWORK SEAT B

Ms. Madrid introduced the item and provided a brief summary of the item.

The Board didn't have any nominations.

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

Director Rice would like a discussion on homeless encampments on District property.

President Pierson would like to hold a town hall meeting on the homeless encampments before the next meeting.

President Pierson would like to have the following items on the April 11, 2019 agenda:

- 1) Review of two Board goals, including organizational staff goals, along with standing committee goals
- 2) Discussion on Ranch Management Plan
- 3) Bike racks agreement
- 4) Mission vision and statement – set date to have a town hall meeting

Director Steidel would like to discuss the preliminary 2019/2020 budget process.

Ms. Madrid expects the preliminary budget will be brought to the Board in June.

Director Rice stated the Board discussed Pilch LLC's 6-month extension and would like an update. It doesn't need to come back in April.

Director Howell stated the item was discussed at NCAC and he will provide an update at the next meeting.

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

President Pierson adjourned the meeting to closed session at 3:48 p.m.

A. PUBLIC EMPLOYMENT Pursuant to Government Code Section 54957.

Title: General Manager

B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION Pursuant to Government Code Section 54957.

Title: Acting General Manager

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
Friday, March 29, 2019 1:00 PM

1. OPENING

A. Call to Order

President Pierson called the meeting to order at 1:00 p.m.

B. Pledge of Allegiance

President Pierson led the Pledge of Allegiance.

C. Establishment of Quorum

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

Staff present: Acting General Manager Monique Madrid, Finance Manager Pamela Duffield, District Counsel Timothy Carmel (via telephone), PROS Chairperson Steve Kniffen, Deputy District Clerk Haley Dodson, Fire Chief William Hollingsworth, Wastewater System Supervisor John Allchin, Chief Plant Operator for the Sustainable Water Facility Jim Green and Management Analyst Melissa Bland.

2. PUBLIC COMMENT ON AGENDA ITEMS

Public Comment:
None.

3. ADJOURN TO CLOSED SESSION (Estimated time 300 Minutes) 1:00pm

President Pierson adjourned the meeting to closed session at 1:01 p.m.

- A. PUBLIC EMPLOYMENT Pursuant to Government Code Section 54957.**
Title: General Manager and Acting General Manager

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.C.**

FROM: William Hollingsworth, Fire Chief

Meeting Date: April 11, 2019 Subject: CONSIDERATION OF ADOPTION
OF RESOLUTION 11-2019
DECLARING A PUBLIC NUISANCE
FOR THE ANNUAL FIRE HAZARD
FUEL REDUCTION PROGRAM

RECOMMENDATIONS:

1. Adopt Resolution 11-2019 declaring weeds and other hazardous wildland fuels a public nuisance within the Cambria Community Services District (CCSD).
2. Direct staff to proceed with mailing notices to abate and remove hazardous wildland fuels, in order to maintain community defensible space.
3. Direct staff to proceed with issuing a Request for Proposal ("RFP") to contractors to abate and remove the fuels and vegetation.

FISCAL IMPACT: All costs are billed directly to the property owners via the San Luis Obispo County property tax rolls.

DISCUSSION: Each year the Fire Department conducts a Fire Hazard Fuel Reduction Program (FHFRP) to abate vegetation and hazardous wildland fire fuels.

The FHFRP is carried out pursuant to the authority contained in Government Code Sections 61100(d) and (t) and Health and Safety Code Sections 14875 et seq. and is initiated by the Board's adoption of a resolution declaring the vegetation and hazardous wildland fire fuels on the identified properties to be a public nuisance. In this respect it should be noted that the definition of "weeds" in Health and Safety Code Section 14875 includes, "Dry grass, stubble, brush, litter, or other flammable material which endangers the public safety by creating a fire hazard."

There are approximately 1,948 vacant parcels within the CCSD that Fire Department staff has identified for inclusion in the 2019 FHFRP. Notices are then sent to those property owners whose properties require abatement. The abatement deadline is July 20, 2019. In accordance with the procedures in the Health and Safety Code, a public hearing is being scheduled to be held on August 8, 2019. Thereafter, all parcels that were inspected and found to be either not cleared or non-compliant after the July 20, 2019 deadline are placed on a contract list and are abated by the CCSD's contractor. The number of properties requiring annual clearance by the CCSD's contractor typically varies from 50 to 150 parcels.

Based upon the procedure previously approved by the Board, non-compliant parcels cleared by the CCSD's contractor will be billed by the CCSD for the actual cost of

clearance, plus a \$100 administrative fee if paid after being billed by the District. Billing not collected by December 17, 2019 will be collected by placement on the 2020 County tax roll and assessed the entire \$200 administrative fee that is provided for in the District's User Fee Schedule.

In addition, each year as part of the annual FHFRP, the CCSD contracts to provide for the removal of dangerous fuels and vegetation that have not been timely abated by property owners. A Request for Proposals ("RFP") will be issued seeking proposals from contractors to abate and remove the fuels and vegetation.

Attachments: Resolution 11-2019
Exhibit "A" to Resolution 11-2019
2019 FHFR Program Schedule
2019 Notice to Property Owners

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: _____PIERSON___FARMER___RICE___STEIDEL___HOWELL___

RESOLUTION 11-2019
DATED: APRIL 11, 2019

RESOLUTION OF THE BOARD OF DIRECTORS
DECLARING A PUBLIC NUISANCE WITHIN THE
CAMBRIA COMMUNITY SERVICES DISTRICT

WHEREAS, the Cambria Community Services District (the "CCSD" or "District") is a duly formed community services district which has the power to provide fire protection services; and

WHEREAS, pursuant to the authority in Government Code Sections 61100(d) and (t) and Health and Safety Code Section 14875, et seq., community services districts may declare vegetation and wildland fire fuels a public nuisance for the purpose of proceeding with Weed Abatement/Fire Hazard/Fuel Reduction Programs; and

WHEREAS, it is in the public interest that vegetation and hazardous live and dead fire fuels within said District be abated as a critical aid to wildfire prevention and community defensible space, as well as for protection of the fragile Cambria ecosystem.

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

Section 1. That the recitals set forth herein above are true, correct and valid.

Section 2. That the vegetation and hazardous wildland fire fuels located on the private properties described on the attached document marked Exhibit A, which is incorporated herein by this reference as though here fully set forth, all of which are located within said District, are hereby declared a public nuisance.

Section 3. In accordance with Health & Safety Code Section 14890, the CCSD Fire Chief is hereby designated as the person to give the notice to destroy, modify, abate and remove vegetation and other fire hazard fuels; said notice shall include that abatement be performed by property owners or locally certified contractors.

Section 4. That said nuisance, unless timely abated, shall be abated by the CCSD, with the cost thereof to be assessed upon the parcels from which said nuisance is abated.

Section 5. That a public hearing shall be held on the proposed abatement of vegetation and hazardous wildland fire fuels on August 8, 2019 at 2:00 P.M. at the following address: Cambria Veterans Memorial Building, 1000 Main Street, Cambria, California, 93428 to provide an opportunity for all property owners having any objections to the proposed removal of such weeds to be heard and given due consideration.

Section 6. That the District Clerk be, and hereby is authorized and directed to mail notice of said hearing to property owners as their names and addresses appear from the last equalized assessment role as authorized by Health & Safety Code Section 14896.

By unanimous vote on the motion of Director _____, seconded by Director _____, Resolution No.11-2019 is hereby adopted.

David Pierson
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

Haley Dodson
Deputy District Clerk

Timothy J. Carmel
District Counsel

2019 FHFRP
Master Parcel List

Parcel	Use	013.251.011	A	022.042.044	A	022.093.007	A
013.084.005	A	013.264.019	A	022.042.047	A	022.093.009	A
013.084.006	A	013.264.022	B	022.043.017	A	022.093.011	A
013.084.011	A	013.264.023	A	022.046.001	A	022.093.012	A
013.084.017	A	013.292.009	A	022.052.041	A	022.093.013	A
013.084.018	A	013.292.012	A	022.052.050	A	022.093.014	A
013.084.028	A	013.292.018	A	022.052.051	A	022.093.015	A
013.084.035	A	013.294.005	A	022.053.009	A	022.093.016	A
013.084.036	A	013.294.024	A	022.053.041	A	022.093.018	A
013.084.039	A	013.301.018	A	022.053.046	A	022.093.019	A
013.084.041	A	013.301.047	A	022.063.001	B	022.093.023	A
013.084.042	A	013.311.001	A	022.071.002	A	022.093.024	A
013.084.046	A	013.311.008	A	022.071.027	A	022.093.025	A
013.084.052	A	013.313.014	A	022.071.041	A	022.093.027	B
013.084.054	A	013.321.001	A	022.071.042	A	022.093.028	B
013.085.006	B	013.323.007	A	022.071.043	A	022.093.029	B
013.085.009	B	013.323.008	A	022.071.046	A	022.093.030	A
013.085.010	B	013.323.009	A	022.071.047	A	022.093.038	A
013.101.046	A	013.331.007	A	022.071.057	A	022.093.042	A
013.101.054	A	013.331.041	A	022.071.059	A	022.093.043	A
013.101.058	A	013.341.011	A	022.071.064	A	022.093.051	A
013.101.061	A	013.341.022	A	022.071.067	A	022.093.052	A
013.101.063	A	013.341.023	A	022.071.078	A	022.123.003	A
013.101.072	A	013.341.025	A	022.071.084	A	022.123.022	A
013.101.082	B	013.351.005	A	022.071.085	A	022.131.005	A
013.111.004	B	013.351.010	A	022.072.034	A	022.131.015	A
013.122.005	A	013.351.014	A	022.072.036	A	022.131.016	A
013.131.038	B	013.351.039	A	022.083.025	A	022.131.017	A
013.141.005	A	013.351.043	A	022.083.030	A	022.131.018	A
013.141.018	B	013.351.046	A	022.083.031	A	022.131.019	A
013.151.002	A	013.351.052	A	022.083.033	A	022.131.020	A
013.151.020	A	013.371.021	A	022.083.055	A	022.131.029	A
013.151.034	B	013.371.024	A	022.084.008	A	022.131.032	A
013.151.038	B	022.022.037	A	022.084.020	A	022.131.044	A
013.151.039	B	022.023.012	A	022.084.046	A	022.131.045	A
013.151.041	B	022.023.025	A	022.084.051	A	022.131.049	A
013.151.044	A	022.026.035	A	022.091.017	A	022.131.051	A
013.151.045	A	022.031.020	A	022.091.019	A	022.131.054	A
013.221.017	B	022.031.021	A	022.091.036	A	022.131.055	A
013.232.004	A	022.035.004	A	022.091.038	A	022.141.002	A
013.232.010	B	022.041.002	A	022.093.004	A	022.141.012	A

022.151.010	A	022.201.065	A	022.231.022	A	022.323.032	A
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022.151.013	A	022.202.001	A	022.232.039	A	022.331.032	A
022.151.014	A	022.202.002	A	022.232.047	A	022.332.004	A
022.151.015	A	022.202.003	A	022.232.048	A	022.333.010	A
022.151.017	A	022.202.004	A	022.241.036	A	022.341.011	A
022.151.027	A	022.202.005	A	022.242.031	A	022.341.031	A
022.151.030	A	022.202.015	A	022.243.029	A	022.341.037	A
022.151.033	A	022.202.017	A	022.243.030	A	022.341.040	A
022.151.034	A	022.202.018	A	022.261.002	A	022.342.008	A
022.151.040	A	022.202.025	A	022.261.011	A	022.342.016	A
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022.151.050	A	022.212.008	A	022.261.028	A	022.342.031	A
022.151.051	A	022.212.010	A	022.261.067	A	022.342.034	A
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022.151.068	A	022.212.015	B	022.271.023	A	022.343.026	A
022.151.074	A	022.212.016	B	022.271.024	A	022.343.036	A
022.151.079	A	022.212.017	B	022.271.036	A	022.343.037	A
022.151.080	A	022.212.018	A	022.271.041	A	022.351.003	A
022.171.027	A	022.212.036	A	022.271.042	A	022.351.008	A
022.171.045	A	022.212.037	A	022.271.043	A	022.371.005	A
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022.172.032	A	022.212.041	A	022.271.046	A	023.013.019	A
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023.088.023	A	023.102.002	A	023.116.010	A	023.134.017	A
023.088.028	A	023.103.014	A	023.116.011	A	023.134.018	A
023.088.034	A	023.104.002	A	023.116.012	A	023.134.019	A
023.088.043	A	023.104.003	A	023.116.013	A	023.134.020	A
023.088.044	A	023.104.004	A	023.116.016	A	023.134.021	A
023.088.046	A	023.104.010	A	023.116.017	A	023.141.018	A
023.088.047	A	023.104.011	A	023.116.020	A	023.141.028	A
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023.089.018	A	023.104.023	A	023.116.025	A	023.142.011	A
023.089.027	A	023.105.001	A	023.116.026	A	023.142.015	A
023.089.033	A	023.105.027	A	023.116.030	A	023.142.023	A
023.090.002	A	023.106.013	A	023.116.032	A	023.142.028	A
023.090.003	A	023.107.002	A	023.117.006	A	023.142.030	A
023.091.009	A	023.107.004	A	023.117.008	A	023.143.003	A
023.091.010	A	023.107.011	A	023.117.010	A	023.143.004	A
023.091.015	A	023.107.018	A	023.117.014	A	023.143.008	A
023.091.020	A	023.107.025	A	023.118.006	A	023.143.020	A
023.091.029	A	023.107.027	A	023.118.014	A	023.143.025	A
023.091.031	A	023.107.029	A	023.118.019	A	023.143.026	A
023.091.039	A	023.111.005	A	023.118.021	A	023.151.043	A
023.092.026	A	023.111.024	A	023.119.003	A	023.151.045	A
023.092.028	A	023.111.029	A	023.119.005	A	023.151.053	A
023.092.036	A	023.111.030	A	023.119.011	A	023.151.055	A
023.092.038	A	023.111.032	A	023.119.014	A	023.161.004	A
023.093.003	A	023.111.035	A	023.119.017	A	023.161.006	A
023.093.011	A	023.113.001	A	023.119.018	A	023.161.018	A
023.093.013	A	023.113.031	A	023.119.022	A	023.161.046	A
023.093.028	A	023.114.008	A	023.119.023	A	023.161.047	A
023.093.036	A	023.114.017	A	023.119.024	A	023.163.023	A
023.094.007	A	023.114.023	A	023.121.005	A	023.163.028	A
023.094.012	A	023.115.003	A	023.121.013	A	023.163.029	A
023.094.023	A	023.115.007	A	023.121.016	A	023.163.030	A
023.094.028	A	023.115.009	A	023.121.024	A	023.163.031	A
023.094.032	A	023.115.011	A	023.122.014	A	023.163.033	A
023.094.036	A	023.115.012	A	023.131.014	A	023.171.015	A
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023.095.015	A	023.115.014	A	023.132.008	A	023.172.010	A
023.095.020	A	023.115.016	A	023.132.012	A	023.172.013	A
023.095.027	A	023.115.018	A	023.132.014	A	023.172.023	A
023.096.011	A	023.115.024	A	023.133.002	A	023.172.026	A
023.096.044	A	023.115.025	A	023.133.017	A	023.172.043	A
023.096.049	A	023.115.027	A	023.133.024	A	023.172.051	A
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023.181.033	A	023.204.012	A	023.214.029	A	023.223.017	A
023.181.037	A	023.204.018	A	023.214.030	A	023.223.024	A
023.181.038	A	023.204.022	A	023.214.032	A	023.223.025	A
023.182.004	A	023.204.060	A	023.214.033	A	023.233.001	A
023.182.013	A	023.204.072	A	023.214.039	A	023.233.003	A
023.182.028	A	023.204.085	A	023.214.040	A	023.233.006	A
023.182.030	A	023.205.002	A	023.214.041	A	023.233.017	A
023.182.032	A	023.205.013	A	023.214.047	A	023.233.018	A
023.182.037	A	023.205.019	A	023.214.048	A	023.233.019	A
023.182.044	A	023.205.020	A	023.215.002	A	023.233.020	A
023.191.005	A	023.205.056	A	023.215.003	A	023.233.021	A
023.191.029	A	023.205.057	A	023.215.004	A	023.233.022	A
023.191.030	A	023.205.058	A	023.215.007	A	023.233.029	A
023.192.004	A	023.206.016	A	023.215.008	A	023.233.038	A
023.192.010	A	023.206.037	A	023.215.010	A	023.233.040	A
023.192.020	A	023.207.008	A	023.215.015	A	023.233.046	A
023.192.021	A	023.208.023	A	023.215.018	A	023.233.054	A
023.192.023	A	023.208.026	A	023.215.019	A	023.233.056	A
023.192.026	A	023.208.028	A	023.215.020	A	023.233.058	A
023.192.027	A	023.208.037	A	023.215.021	A	023.233.062	A
023.201.001	B	023.211.001	A	023.215.022	A	023.233.067	A
023.201.002	B	023.211.008	A	023.215.032	A	023.233.068	A
023.201.039	A	023.211.009	A	023.215.049	A	023.233.075	A
023.201.040	A	023.211.010	A	023.215.050	A	023.233.076	A
023.201.041	A	023.211.012	A	023.215.051	A	023.233.077	A
023.201.053	A	023.211.053	B	023.215.054	A	023.234.002	A
023.202.009	A	023.211.064	A	023.215.055	A	023.234.003	A
023.202.011	A	023.213.004	A	023.215.057	A	023.234.009	A
023.202.018	A	023.213.007	A	023.215.058	A	023.234.062	A
023.202.019	A	023.213.008	A	023.215.059	A	023.241.037	A
023.202.021	A	023.213.021	A	023.215.063	A	023.241.042	A
023.202.030	A	023.213.027	A	023.215.070	A	023.241.048	A
023.202.031	A	023.213.028	A	023.221.030	A	023.243.001	A
023.202.038	A	023.213.029	A	023.221.037	A	023.243.003	A
023.202.039	A	023.213.031	A	023.221.040	A	023.243.004	A
023.202.055	A	023.213.033	A	023.221.058	A	023.243.007	A
023.202.062	A	023.213.038	A	023.222.006	A	023.243.008	A
023.202.067	A	023.213.039	A	023.222.026	A	023.243.013	A
023.202.069	A	023.213.040	A	023.222.029	A	023.243.014	A
023.202.071	A	023.214.002	A	023.222.033	A	023.243.016	A
023.203.001	A	023.214.010	A	023.222.034	B	023.243.024	A
023.203.004	A	023.214.017	A	023.222.047	A	023.243.028	A
023.203.020	A	023.214.022	A	023.222.051	A	023.243.030	A
023.203.021	A	023.214.023	A	023.222.052	A	023.243.037	A
023.203.039	A	023.214.028	A	023.223.013	A	023.243.038	A

023.243.039	A	023.272.001	A	023.313.018	A	023.341.023	A
023.243.040	A	023.272.002	A	023.313.020	A	023.341.024	A
023.243.041	A	023.272.013	B	023.321.012	A	023.341.027	A
023.244.001	A	023.272.014	B	023.321.013	A	023.341.028	A
023.244.002	A	023.272.015	B	023.321.014	A	023.341.029	A
023.244.006	A	023.272.016	A	023.321.033	A	023.341.030	A
023.244.008	A	023.272.017	A	023.321.034	A	023.341.031	A
023.244.009	B	023.272.021	A	023.322.001	A	023.341.032	A
023.244.010	A	023.272.022	A	023.322.010	A	023.341.033	A
023.244.011	A	023.272.033	A	023.322.016	A	023.341.056	A
023.244.012	B	023.272.037	A	023.322.018	A	023.341.065	A
023.244.013	A	023.272.046	A	023.322.024	A	023.341.069	A
023.251.005	A	023.281.013	A	023.322.025	A	023.341.070	A
023.251.021	A	023.281.029	A	023.331.001	A	023.341.074	A
023.251.026	A	023.281.033	A	023.331.002	A	023.341.077	A
023.251.045	A	023.282.009	A	023.331.007	A	023.341.078	A
023.251.046	A	023.282.011	A	023.331.014	A	023.341.084	B
023.261.003	A	023.282.019	A	023.331.015	A	023.341.086	A
023.261.015	A	023.282.027	A	023.331.023	A	023.352.007	A
023.261.030	A	023.282.033	A	023.331.031	A	023.352.030	A
023.261.032	A	023.282.034	B	023.331.032	A	023.352.034	A
023.261.039	A	023.282.036	A	023.331.037	A	023.352.038	A
023.261.040	A	023.282.040	A	023.331.058	A	023.353.002	A
023.261.043	A	023.282.064	A	023.332.007	A	023.353.003	A
023.271.002	A	023.282.065	A	023.332.013	A	023.353.004	A
023.271.006	A	023.282.070	A	023.332.020	A	023.353.005	A
023.271.010	A	023.282.072	B	023.332.021	A	023.353.007	A
023.271.011	A	023.291.003	A	023.332.023	A	023.353.012	A
023.271.013	A	023.291.014	A	023.332.024	A	023.353.013	A
023.271.014	A	023.291.016	A	023.333.002	A	023.353.014	A
023.271.023	A	023.291.031	A	023.333.008	A	023.353.018	A
023.271.025	A	023.291.032	A	023.333.024	A	023.353.023	A
023.271.027	A	023.291.062	A	023.333.029	A	023.353.024	A
023.271.033	A	023.292.042	A	023.333.033	A	023.353.025	A
023.271.035	A	023.293.045	A	023.333.034	A	023.353.033	A
023.271.042	A	023.302.001	A	023.333.035	A	023.353.034	A
023.271.043	A	023.303.028	A	023.333.036	A	023.353.045	A
023.271.044	A	023.303.045	A	023.333.037	A	023.353.049	A
023.271.045	A	023.311.006	A	023.333.038	A	023.353.057	B
023.271.047	A	023.312.007	A	023.333.042	A	023.361.020	A
023.271.049	A	023.312.012	A	023.341.013	A	023.361.041	A
023.271.050	A	023.312.018	A	023.341.019	A	023.361.052	A
023.271.051	A	023.312.020	A	023.341.020	A	023.362.008	A
023.271.052	A	023.312.021	A	023.341.021	A	023.363.001	A
023.271.053	A	023.312.024	A	023.341.022	A	023.363.002	A

023.363.020	A	023.391.011	A	023.411.024	B	023.451.029	B
023.363.027	A	023.391.016	A	023.422.023	A	023.451.031	B
023.371.005	A	023.391.018	A	023.422.028	A	023.451.032	B
023.371.012	A	023.391.019	A	023.422.029	A	023.451.036	A
023.372.004	A	023.391.021	A	023.422.032	A	023.452.008	A
023.372.008	A	023.391.026	A	023.423.001	A	023.452.016	A
023.373.005	A	023.391.027	A	023.423.002	A	023.452.017	A
023.373.008	A	023.391.028	A	023.423.003	A	023.453.002	A
023.373.009	A	023.391.035	A	023.423.004	A	023.453.004	A
023.373.010	A	023.391.036	A	023.423.005	A	023.461.002	A
023.373.011	A	023.391.048	A	023.423.006	A	023.461.012	A
023.373.012	A	023.391.049	A	023.423.007	A	023.461.020	A
023.373.034	A	023.391.050	A	023.423.008	A	023.461.021	A
023.373.035	A	023.391.051	A	023.423.009	A	023.461.024	A
023.373.039	A	023.391.052	A	023.423.018	A	023.461.028	A
023.373.040	A	023.391.053	A	023.423.019	A	023.462.009	A
023.373.041	A	023.391.054	A	023.423.020	A	023.462.012	A
023.381.042	A	023.391.058	A	023.423.037	A	023.462.013	A
023.381.049	A	023.392.001	A	023.424.004	A	023.462.015	A
023.381.056	A	023.392.013	A	023.424.005	A	023.462.016	A
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023.382.020	A	023.401.005	A	023.424.007	A	023.471.001	A
023.382.021	A	023.401.020	A	023.424.008	A	023.471.018	A
023.382.028	A	023.401.023	A	023.424.009	A	023.471.027	A
023.382.031	A	023.401.024	A	023.424.028	A	023.481.001	A
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023.382.033	A	023.402.006	A	023.424.028.003	A	023.481.015	A
023.382.034	A	023.402.007	A	023.425.002	A	023.482.004	A
023.382.038	A	023.402.014	A	023.425.060	A	023.492.001	A
023.382.044	A	023.402.015	A	023.425.061	A	023.492.002	A
023.382.046	A	023.402.018	A	023.432.005	A	023.492.003	A
023.382.050	A	023.403.008	A	023.432.011	A	023.492.004	A
023.382.055	A	023.403.019	A	023.432.020	A	023.492.005	A
023.382.056	A	023.403.024	A	023.432.022	A	023.492.006	A
023.383.013	A	023.403.026	A	023.441.008	A	023.492.007	A
023.383.014	A	023.411.002	A	023.451.008	A	023.492.008	A
023.383.039	A	023.411.003	A	023.451.009	A	023.492.009	A
023.383.041	A	023.411.004	B	023.451.011	A	023.492.010	A
023.383.057	A	023.411.005	B	023.451.015	A	023.492.011	A
023.383.059	A	023.411.006	B	023.451.019	A	023.492.012	A
023.383.060	A	023.411.007	B	023.451.020	A	023.492.013	A
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023.391.004	A	023.411.019	A	023.451.027	B	023.492.016	A
023.391.009	A	023.411.020	A	023.451.028	B	023.492.017	A

023.492.018	A	024.013.027	A	024.033.021	A	024.053.011	A
023.492.019	A	024.013.032	A	024.033.034	A	024.054.010	A
023.492.020	A	024.013.039	A	024.033.036	A	024.061.009	A
023.492.021	A	024.013.040	A	024.033.037	A	024.061.010	A
023.492.022	A	024.013.047	A	024.033.042	A	024.061.011	A
023.492.023	A	024.013.048	A	024.033.045	A	024.061.013	A
023.492.024	A	024.013.049	A	024.033.047	A	024.061.023	A
023.492.025	A	024.021.007	A	024.033.048	A	024.061.025	A
023.492.026	A	024.021.015	A	024.033.049	A	024.061.027	A
023.492.027	A	024.021.017	A	024.033.050	A	024.061.028	A
023.492.028	A	024.021.021	A	024.033.051	A	024.061.032	A
023.492.029	A	024.021.030	A	024.034.012	A	024.061.033	A
023.492.030	A	024.021.034	A	024.034.013	A	024.061.042	A
023.492.031	A	024.021.042	A	024.034.035	A	024.061.044	A
023.492.032	A	024.021.043	A	024.034.043	A	024.061.046	A
023.492.033	A	024.022.014	A	024.034.045	A	024.061.049	A
024.011.001	A	024.022.025	A	024.034.048	A	024.061.051	A
024.011.007	A	024.022.038	A	024.034.056	A	024.061.053	A
024.011.008	A	024.022.039	A	024.041.003	A	024.061.054	A
024.011.017	A	024.022.053	A	024.041.005	A	024.061.055	A
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024.011.035	A	024.031.003	A	024.041.011	A	024.062.003	A
024.011.043	A	024.031.004	A	024.041.022	A	024.062.005	A
024.011.044	A	024.031.005	A	024.041.023	A	024.062.006	A
024.011.047	A	024.031.007	A	024.042.017	A	024.062.007	A
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024.011.055	A	024.031.009	A	024.042.030	A	024.062.014	A
024.011.056	A	024.031.012	A	024.042.039	A	024.062.021	A
024.011.057	A	024.031.019	A	024.042.045	A	024.062.023	A
024.011.060	A	024.031.020	A	024.042.046	A	024.062.029	A
024.011.061	A	024.031.023	A	024.042.047	A	024.062.035	A
024.012.004	A	024.031.028	A	024.042.052	A	024.062.038	A
024.012.005	A	024.032.009	A	024.043.007	A	024.062.040	A
024.012.008	A	024.032.011	A	024.043.008	A	024.062.042	A
024.012.009	A	024.032.012	A	024.043.009	A	024.062.043	A
024.012.010	A	024.032.016	A	024.043.018	A	024.062.045	A
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024.012.014	A	024.033.003	A	024.043.021	A	024.063.085	A
024.012.015	A	024.033.005	A	024.043.023	A	024.071.021	A
024.012.018	B	024.033.009	A	024.052.004	A	024.071.029	A
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024.013.022	A	024.033.012	A	024.053.003	A	024.081.005	A
024.013.023	A	024.033.014	A	024.053.005	A	024.081.014	A
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024.081.017	A	024.103.002	A	024.132.039	A	024.152.007	A
024.081.020	A	024.103.006	A	024.132.040	A	024.152.009	A
024.081.021	A	024.103.007	A	024.141.002	A	024.152.012	A
024.081.028	A	024.103.009	A	024.141.004	A	024.152.014	A
024.081.030	A	024.103.015	A	024.141.007	A	024.152.019	A
024.081.033	A	024.111.017	A	024.141.017	A	024.152.021	A
024.081.049	A	024.112.005	A	024.141.022	A	024.152.024	A
024.081.051	A	024.112.023	A	024.141.023	A	024.152.025	A
024.081.053	A	024.112.034	A	024.141.038	A	024.152.026	A
024.082.002	A	024.112.035	A	024.141.045	A	024.161.004	A
024.082.003	A	024.122.001	A	024.142.007	A	024.161.006	A
024.082.010	A	024.122.003	A	024.142.008	A	024.161.007	A
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024.082.016	A	024.122.006	A	024.142.031	A	024.161.011	A
024.082.018	A	024.122.012	A	024.142.032	A	024.161.014	A
024.082.020	A	024.122.015	A	024.142.034	A	024.161.016	A
024.082.022	A	024.122.020	A	024.142.035	A	024.161.022	A
024.091.004	A	024.123.002	A	024.142.037	A	024.161.023	A
024.091.010	A	024.123.004	A	024.142.038	A	024.161.025	A
024.091.014	A	024.123.005	A	024.142.039	A	024.161.026	A
024.091.016	A	024.123.006	A	024.142.041	A	024.161.027	A
024.091.018	A	024.123.009	A	024.143.015	A	024.162.005	A
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024.092.003	A	024.123.014	A	024.143.019	A	024.162.013	A
024.092.004	A	024.123.016	A	024.143.021	A	024.162.014	A
024.092.007	A	024.123.019	A	024.143.022	A	024.162.016	A
024.092.009	A	024.123.023	A	024.143.023	A	024.162.018	A
024.092.012	A	024.123.028	A	024.143.024	A	024.162.019	A
024.092.013	A	024.123.036	A	024.143.027	A	024.162.020	A
024.092.019	A	024.123.037	A	024.143.028	A	024.162.021	A
024.092.024	A	024.123.042	A	024.143.030	A	024.162.023	A
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024.093.011	A	024.131.009	A	024.151.009	A	024.162.029	A
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024.101.001	A	024.131.013	A	024.151.011	A	024.162.032	A
024.101.023	A	024.131.017	A	024.151.014	A	024.171.015	A
024.101.024	A	024.131.024	A	024.151.018	A	024.171.017	A
024.101.041	A	024.131.035	A	024.151.020	A	024.171.021	A
024.101.042	A	024.131.040	A	024.151.021	A	024.171.025	A
024.101.050	A	024.132.005	A	024.151.024	A	024.171.026	A
024.102.008	A	024.132.016	A	024.151.025	A	024.171.027	A
024.102.017	A	024.132.025	A	024.151.029	A	024.171.028	A
024.102.024	A	024.132.031	A	024.151.031	A	024.172.005	A
024.102.026	A	024.132.036	A	024.152.006	A	024.172.014	A

024.172.023	A	024.191.063	A	024.222.023	A	024.253.007	A
024.172.031	A	024.201.005	A	024.231.001	A	024.253.010	A
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024.181.017	A	024.201.022	A	024.231.035	A	024.253.017	A
024.181.018	A	024.202.010	A	024.231.037	A	024.253.019	A
024.181.028	A	024.202.011	A	024.231.045	A	024.253.020	A
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024.181.033	A	024.202.015	A	024.241.004	A	024.261.013	A
024.181.039	A	024.202.019	A	024.241.008	A	024.261.017	A
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024.181.049	A	024.211.023	A	024.242.025	A	024.262.003	A
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024.182.043	A	024.212.011	A	024.243.059	A	024.262.043	A
024.182.046	A	024.212.013	A	024.252.003	A	024.262.044	A
024.182.053	A	024.212.015	A	024.252.004	A	024.271.006	A
024.182.054	A	024.212.017	A	024.252.005	A	024.271.010	A
024.191.005	A	024.212.019	A	024.252.013	A	024.271.011	A
024.191.006	A	024.212.020	A	024.252.022	A	024.271.019	A
024.191.007	A	024.212.021	A	024.252.023	A	024.271.020	A
024.191.013	A	024.212.023	A	024.252.024	A	024.271.021	A
024.191.024	A	024.221.007	A	024.252.035	A	024.271.022	A
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024.191.058	A	024.222.007	A	024.253.001	A	024.273.019	A
024.191.059	A	024.222.014	A	024.253.002	A	024.273.020	A
024.191.061	A	024.222.017	A	024.253.003	A	024.273.025	A
024.191.062	A	024.222.020	A	024.253.006	A	024.273.026	A

024.273.027	A	024.311.011	A	024.331.011	A	024.361.016	A
024.273.028	A	024.311.012	A	024.331.017	A	024.361.021	A
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024.281.017	A	024.311.037	A	024.331.029	A	024.361.029	A
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024.281.031	A	024.312.016	A	024.332.013	A	024.361.033	A
024.281.032	A	024.312.018	A	024.332.015	A	024.362.020	A
024.282.003	A	024.312.022	A	024.332.019	A	024.371.004	A
024.282.007	A	024.312.023	A	024.332.024	A	024.371.009	A
024.282.019	A	024.312.026	A	024.332.026	A	024.371.022	A
024.282.020	A	024.312.029	A	024.341.029	A	024.371.024	B
024.282.025	A	024.312.030	A	024.341.033	A	024.372.005	A
024.282.032	A	024.312.034	A	024.341.034	A	024.372.008	A
024.291.006	A	024.312.035	A	024.342.010	A	024.372.010	A
024.291.007	A	024.312.037	A	024.342.017	A	024.372.013	A
024.291.010	A	024.321.003	A	024.342.022	A	024.372.015	A
024.291.011	A	024.321.004	A	024.342.023	A	024.372.016	A
024.291.012	A	024.321.005	A	024.352.006	A	024.372.017	A
024.291.013	A	024.321.006	A	024.352.008	A	024.381.008	A
024.291.015	A	024.321.010	A	024.352.013	A	024.382.002	A
024.291.017	A	024.321.019	A	024.353.005	A	024.382.003	A
024.291.020	A	024.321.024	A	024.353.010	A	024.382.014	A
024.291.021	A	024.321.025	A	024.353.014	A	024.382.019	A
024.291.028	A	024.321.026	A	024.353.022	A	024.383.009	A
024.291.029	A	024.321.032	A	024.353.023	A	024.383.011	A
024.291.031	A	024.321.033	A	024.353.025	A	024.383.014	A
024.291.032	A	024.321.034	A	024.353.029	A	024.383.015	A
024.301.004	A	024.321.037	A	024.353.030	A	Total Parcels 1948	
024.301.009	A	024.321.039	A	024.353.031	A		
024.301.010	A	024.322.002	B	024.353.041	A		
024.301.015	A	024.322.004	B	024.354.002	A		
024.301.024	A	024.322.008	B	024.354.006	A		
024.301.030	B	024.322.010	B	024.354.012	A		
024.301.032	A	024.322.012	B	024.354.013	A		
024.301.034	A	024.322.013	B	024.354.014	A		
024.311.002	A	024.322.014	B	024.354.015	A		
024.311.003	A	024.322.015	B	024.354.016	A		
024.311.004	A	024.322.017	B	024.354.019	A		
024.311.005	A	024.322.018	B	024.354.020	A		
024.311.006	A	024.322.019	B	024.354.021	A		
024.311.007	A	024.322.020	B	024.354.022	A		
024.311.008	A	024.331.005	A	024.354.023	A		

CAMBRIA COMMUNITY SERVICES DISTRICT

DIRECTORS:

DAVID PIERSON, President
 HARRY FARMER, Vice President
 AMANDA RICE, Director
 CINDY STEIDEL, Director
 DONN HOWELL, Director


OFFICERS:

VACANT, General Manager
 MONIQUE MADRID, District Clerk
 TIMOTHY J. CARMEL, District Counsel

1316 Tamsen Street, Suite 201 • P.O. Box 65 • Cambria CA 93428
 Telephone (805) 927-6223 • Facsimile (805) 927-5584

2019

FIRE HAZARD FUEL REDUCTION PROGRAM SCHEDULE

- | | |
|-----------|--|
| 4/11/2019 | Declaration of Public Nuisance |
| 4/12/2019 | Notices sent to parcel owners; parcel cutting starts |
| 5/16/2019 | Advertise FHFRP Contract |
| 6/6/2019 | RFP Deadline
To Be Submitted by 12PM, to CCSD Admin Office |
| 6/13/2019 | Award Contract, CCSD Board Meeting |
| 7/20/2019 | Abatement Deadline
Final Inspections |
| 7/24/2019 | CCSD Contract List for Abatement Completed |
| 8/8/2019 | CCSD Public Hearing/Contract List for Abatement Considered by Board for Approval |
| 8/9/2019 | CCSD Contractor Starts Lot Clearing |
| 9/9/2019 | CCSD Contractor Deadline
Final Inspections |

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DONN HOWELL, Director



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April 12, 2019

APN: <<INSERT APN>>

Owner Name
Mailing Address
City, State, Zip Code

Dear Property Owner:

NOTICE TO DESTROY WEEDS

**Per California Health & Safety Code Section 14875 et seq.
CCSD Resolution 11-2019**

Notice is hereby given that on April 11, 2019 the Cambria Community Services District (“CCSD”) Board of Directors passed Resolution 11-2019 declaring that noxious, dangerous, seasonal and/or recurring weeds were growing upon or in front of your property, and more particularly described in said Resolution and that the same constitute a public nuisance which must be abated by the removal of said noxious, dangerous, seasonal and/or recurring weeds, otherwise they will be removed and the nuisance abated by the CCSD Fire Department authorities, in which case the cost of such removal shall be assessed upon the lots and lands from which or in front of which such weeds are removed and such cost will constitute a lien upon such lots or lands until paid. Reference is hereby made to said Resolution further particulars.

All property owners having any objections to the proposed removal of such weeds are hereby notified to attend a meeting of the Board of Directors of Cambria Community Services District, to be held **August 8, 2019, 2:00 PM**, Veterans Memorial Building, Cambria, when their objections will be heard and given due consideration.

Dated: April 12, 2019

This annual requirement is an effort to reduce the fire hazard caused by the accumulation of combustible materials on vacant parcels. Keep in mind that the forest helps define Cambria and it is important that we reduce the fire hazard without destroying its ability to regenerate. **Make every effort to protect seedlings, young native trees, ferns and bushes by marking them prior to cutting. Property owners are required to clear all combustible vegetation and/or debris from their property by the July 20, 2019 deadline.**

The following are guidelines to help you comply:

- Remove combustible construction materials, and trash from the property.
- Trim weeds and annual grasses to 4 inches in height. Avoid exposing bare soil or creating a situation that would encourage erosion.
- All down trees and rounds, or dead limbs within 30 feet of any structure must be removed. Tree stumps fallen over shall be cut and retain no more than six feet of the log within this 30-foot zone.
- All down trees beyond 30 feet from any structure 12 inches in diameter or greater may remain on the parcel. However, the entire trunk must be completely on the ground. Materials less than 12 inches in diameter shall be cut and removed from the property.
- All standing dead trees that pose a safety risk to improved property and/or infrastructure shall be removed.
- Remove ladder vegetation from under trees and shrubs, maintaining 6 feet of vertical clearance for trees greater than 20 feet in height.
- All Poison Oak, Scotch/Irish/French or other broom type plants, Pampas grass, Jubata grass and (Crocoshmia) also known as Fire Weed, shall be removed. Isolated specimens may be left with greater than ten (10) feet separation and all dead material is removed.
- Please refer to the informational flyer available on-line for additional clearance information and restrictions at www.cambriacsd.org.

The owner of record at the time of notification is responsible for clearance of the parcel. Lot owners having clearance done by local contractors will need to work closely with their contractor to insure your parcel gets inspected by the CCSD Fire Department. Those parcels not in compliance by the July 20, 2019 deadline will be placed on a list to be abated by the CCSD’s contractor. Cost for abatement for each parcel includes the contractor’s charge for services, plus a \$100.00 administrative charge if paid within 90 days of receiving bill, a \$200.00 administrative charge if paid later. The CCSD is not responsible for the contractor’s charges.

If you have property that no longer requires abatement (e.g., a parcel that has been developed or merged with an improved property), please call (805) 927-6240 and we will remove the parcel number from our list.

Your cooperation is greatly appreciated. Thank you for doing your part to keep Cambria a fire-safe community with a healthy urban forest.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.D.**

FROM: Monique Madrid, Administrative Service Officer/District Clerk

Meeting Date: April 11, 2019

Subject: CONSIDERATION OF ADOPTION OF RESOLUTION 14-2019 AUTHORIZING DESIGNATION OF APPLICANT'S AGENT TO BE FILED IN THE OFFICE OF EMERGENCY SERVICES (OES)

RECOMMENDATIONS: Staff recommends the Board consider adoption of Resolution 14-2019 Designation of Applicant's Agent Resolution for Non-State Agencies to designate the General Manager, Assistant General Manager and Finance Manager, as the District's authorized agents for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act, and to direct staff to submit Resolution 14-2019 to the Office of Emergency Services.

FISCAL IMPACT:Project Number: DR-4382-0098
CCSD

Fuel Reduction – Village Lane

Federal Share Request: \$48,000.00

Required Applicant Match: \$16,000.00

Project Number: DR-4382-0099
CCSD

Fuel Reduction – Highway 1 Corridor

Federal Share Request: \$95,250.00

Required Applicant Match: \$31,750.00

DISCUSSION: On June 28, 2019, the Board of Directors authorized pursuit of formal applications to the California Office of Emergency Services (Cal OES) Hazard Mitigation Grant Program (HMGP) subsequent to approved Notices of Interest (NOI) submitted for eligible grant activity identified as the following:

- Fuel Reduction – Burton Drive Canyon, above Village Lane toward Santa Lucia Middle School (DR-4353-0070)
- Fuel Reduction – Highway 1 Corridor, from Burton Drive north towards Cambria Drive (DR-4353-0071)

On December 4, 2018 the District was notified by the Governor's Office of Emergency Services that two of the NOIs were approved to develop a full sub-application for consideration of HMGP funding. Applications must be postmarked by April 18, 2019. In order to submit a completed application, the office of Cal-OES must have the Designation of Applicant's Agent Resolution for Non-State Agencies on file.

Therefore, staff recommends the Board of Directors adopt Resolution 14-2019, and direct staff to submit a fully executed Resolution to the Governor's Office of Emergency Services.

In addition to the January 2017 events, there may be a similar possibility for funding from the February 2017 storm events; however, February 2017 storm-related assistance is still being decided upon between State and Federal agencies.

Attachments:

- Resolution 14-2019
- Hazard Mitigation Grant Program Notice of Interest Fuel Reduction – Highway 1 Corridor
- Hazard Mitigation Grant Program Notice of Interest Fuel Reduction – Village Lane
- December 4, 2018 Email Regarding Your HMGP NOI is Eligible – Control No. 0098
- December 4, 2018 Email Regarding Your HMGP NOI is Eligible – Control No. 0099

 BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: _____ PIERSON _____ FARMER _____ RICE _____ STEIDEL _____ HOWELL _____

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION
FOR NON-STATE AGENCIES**

BE IT RESOLVED BY THE _____ OF THE _____
(Governing Body) (Name of Applicant)

THAT _____, OR
(Title of Authorized Agent)

_____, OR
(Title of Authorized Agent)

(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the _____, a public entity
(Name of Applicant)
established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Services for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the _____, a public entity established under the laws of the State of California,
(Name of Applicant)
hereby authorizes its agent(s) to provide to the Governor's Office of Emergency Services for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

- This is a universal resolution and is effective for all open and future disasters up to three (3) years following the date of approval below.
- This is a disaster specific resolution and is effective for only disaster number(s) _____

Passed and approved this _____ day of _____, 20 _____

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, _____, duly appointed and _____ of
(Name) (Title)

_____, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the _____ of the _____
(Governing Body) (Name of Applicant)

on the _____ day of _____, 20 _____.

(Signature)

(Title)

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 STATE OF CALIFORNIA
 GOVERNOR'S OFFICE OF EMERGENCY SERVICES
Cal OES 130 - Instructions

Cal OES Form 130 Instructions

A Designation of Applicant's Agent Resolution for Non-State Agencies is required of all Applicants to be eligible to receive funding. A new resolution must be submitted if a previously submitted Resolution is older than three (3) years from the last date of approval, is invalid or has not been submitted.

When completing the Cal OES Form 130, Applicants should fill in the blanks on page 1. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the group responsible for appointing and approving the Authorized Agents.
 Examples include: Board of Directors, City Council, Board of Supervisors, Board of Education, etc.

Name of Applicant: The public entity established under the laws of the State of California. Examples include: School District, Office of Education, City, County or Non-profit agency that has applied for the grant, such as: City of San Diego, Sacramento County, Burbank Unified School District, Napa County Office of Education, University Southern California.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the Governor's Office of Emergency Services regarding grants applied for by the Applicant. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents would be entered here, not their names. This allows the document to remain valid (for 3 years) if an Authorized Agent leaves the position and is replaced by another individual in the same title. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency and does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names **and** titles of the Authorized Agents would be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

Governing Body Representative: These are the names and titles of the approving Board Members.
 Examples include: Chairman of the Board, Director, Superintendent, etc. The names and titles **cannot** be one of the designated Authorized Agents, and a minimum of two or more approving board members need to be listed.

Certification Section:

Name and Title: This is the individual that was in attendance and recorded the Resolution creation and approval.
 Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person **cannot** be one of the designated Authorized Agents or Approving Board Member (if a person holds two positions such as City Manager and Secretary to the Board and the City Manager is to be listed as an Authorized Agent, then the same person holding the Secretary position would sign the document as Secretary to the Board (not City Manager) to eliminate "Self Certification.")

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HAZARD MITIGATION GRANT PROGRAM NOTICE OF INTEREST

Control No:

All fields must be completed with valid input

[Click on Links for Help](#)

1. Disaster #:

DR-4382

2. Name of Person Completing NOI:

William Hollingsworth

3. NOI Instructions have been received and read:

Yes No

4. Federal Information Processing Number

079-240A1 nnn-nnnnn

(FIPS #):

5. Data Universal Numbering System (DUNS #):

057578221 nnnnnnnnn

6. Applicant Name:

Cambria Community Services District

7. Applicant Address:

P.O. Box 65

City:

Cambria

State: California

Zip

Code: 93428

Project Location:

San Luis Obispo ▼

8. Applicant Type:

City County State Private Non-Profit Special District Tribal

EIN (For Private Non-Profits):

9. Legislative Districts:

	Applicant	Project Site
State	35	35
Assembly:		
State Senate:	17	17
U.S.	24	24
Congressional District:		

10. Authorized Applicant Agent:

First Name: William

Last Name: Hollingsworth

Salutation: Mr. ▼

Title: Fire Chief

Address: P.O. Box 65

City: Cambria

State: California

Zip Code: 93428

Phone: 805 - 927 - 6240 Ext: 311

Fax #: 805 - 927 - 6242

E-Mail Address: whollingsworth@cambriacsd.org

11. Project Manager/Working Contact:

First Name: William

Last Name: Hollingsworth

Salutation: Mr. ▼

Title: Fire Chief

Address: P.O. Box 65

City: Cambria

State: California

Zip Code: 93428

Phone: 805 - 927 - 6240 Ext: 311

87

Fax #: 805 - 927 - 6242
 EMail Address: whollingsworth@cambriacsd.org

12. Project Manager/Working Contact (Alternate):

First Name: Haley Last Name: Dodson Salutation: Ms. ▾
 Title: Confidential Administrative Assistant
 Address: P.O. Box 65
 City: Cambria State: California Zip Code: 93428
 Phone: 805 - 927 - 6235 Ext:
 Fax #: 805 - 927 - 5584
 EMail Address: hdodson@cambriacsd.org

13. Application Type: Project Planning 5% Activity

14 Hazard Type: Fire ▾

15. Activity Type: Defensible Space ▾

Explain if Miscellaneous/Other is selected.

16. Activity Title/Name: Fuel Reduction - Highway 1 Corridor

17. Population (Planning Activities Only):

18. Activity Location:

Highway 1 corridor, north side, from Burton Drive north to Cambria Drive

Latitude & Longitude 35.555127 -121.088543 **E.g,34.324862 -120.345677**

19. Describe the problem to be mitigated:

The Cambria Community is situated in the middle of a forest with Monterey Pine and Oak trees predominate. The intermixing of houses is typical of an urban wildfire interface area, with houses on small lots directly next to forests, and with forest penetrating the housing area. Though efforts to provide fuel and fire breaks have been on-going there is much work still to be done with no resources available outside of grants. The drought conditions of the last 5 years have increased the available fuel as many of the native

20. Describe the scope of work:

88

Dead and dying trees will be cleared in the area along with the fuel that is on the forest floor. Additionally, invasive plant growth, much of it with high oil content (i.e. Scotch Broom) will be cleared. A fire/fuel break will be created, in most cases a shaded break, to impede the growth of the wild fire. All debris will be chipped and properly disposed of locally.

21. Performance Period:

36 months

22. Duplicate Programs:

Is this activity eligible for funding from another federal program such as the NRCS Emergency Watershed Protection Act, FEMA Public Assistance Program, and the US Department of Agriculture/Department of the Interior Healthy Forest Restoration Act of 2002?

Yes No Uncertain

If yes, identify the program and the Disaster Survey Report, Project Worksheet, or application number(s).

23. Activity Costs:

Federal Requested Share: \$ 95,250.00

Applicant Match: \$ 31,750.00

Total Activity Cost: \$ 127,000.00

Source of 25% non-federal match:

General Funds

24. LHMP Approval Date: February 7, 2018**25. Local Hazard Mitigation Plan:**

Provide a narrative that identifies how the proposed project activity is in conformance with your FEMA-approved Local Hazard Mitigation Plan (LHMP). Any references to the LHMP must include the page number and/or section.

The approved LHMP specifically cites fire break work as key to mitigating the most highly rated hazard, wild fire, to the Cambria Community. Hazard: Wild Fire section of the LHMP pages 90 through 103.

Electronic Notification of NOI Status, Workshops, and Application Updates

The Hazard Mitigation Grant Program will provide immediate notification of your NOI status following our review. Please provide us with the contact information for 1 of your staff.

(If the contact is the same as entered above, please reenter the information below. This person will receive information about workshops and updates regarding the application process.)

Contact Person: _____

89

Name: (Last, First)

Email Address:

Created on 10/02/2018 10:33:12 AM

**NOTE: Please print this form before clicking the *Submit NOI* button below.
You will not be able to print the NOI once you have pressed the *Submit NOI* button.
You will receive a project control number once you click on submit button. Please retain this number and include it in any correspondence with Cal OES regarding your project.**

(FYI: Pressing the Submit NOI button will save and submit your NOI to the Governor's Office of Emergency Services for Approval. Please ensure that you have filled out this form with as much detail as possible.)

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HAZARD MITIGATION GRANT PROGRAM NOTICE OF INTEREST

Control No:

All fields must be completed with valid input

[Click on Links for Help](#)

1. Disaster #:

DR-4382

2. Name of Person Completing NOI:

William Hollingsworth

3. NOI Instructions have been received and read:

Yes No

4. Federal Information Processing Number

079-240A1 nnn-nnnnn

(FIPS #):

5. Data Universal Numbering System (DUNS #):

057578221 nnnnnnnnn

6. Applicant Name:

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7. Applicant Address:

P.O. Box 65

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Cambria

State: California

Zip

Code: 93428

Project Location:

San Luis Obispo ▼

8. Applicant Type:

City County State Private Non-Profit Special District Tribal

EIN (For Private Non-Profits):

9. Legislative Districts:

	Applicant
State	35
Assembly:	
State Senate:	17
U.S.	24
Congressional District:	

	Project Site
State	35
Assembly:	
State Senate:	17
U.S.	24
Congressional District:	

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Title: Fire Chief

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State: California

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Phone: 805 - 927 - 6240 Ext: 311

Fax #: 805 - 927 - 6242

E-Mail Address: whollingsworth@cambriacsd.org

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Title: Fire Chief

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State: California

Zip Code: 93428

Phone: 805 - 927 - 6240 Ext: 311

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Fax #: 805 - 927 - 6242
 EMail Address: whollingsworth@cambriacsd.org

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First Name: Haley Last Name: Dodson Salutation: Ms. ▾
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13. Application Type: Project Planning 5% Activity

14 Hazard Type: Fire ▾

15. Activity Type: Defensible Space ▾

Explain if Miscellaneous/Other is selected.

16. Activity Title/Name: Fuel Reduction - Village Lane

17. Population (Planning Activities Only):

18. Activity Location:

Village Lane, below Santa Lucia Middle School and multi-residential housing complex

Latitude & Longitude 35.562256 -121.078481 **E.g,34.324862 -120.345677**

19. Describe the problem to be mitigated:

The Cambria Community is situated in the middle of a forest with Monterey Pine and Oak trees predominate. The intermixing of houses is typical of an urban wildfire interface area, with houses on small lots directly next to forests, and with forest penetrating the housing area. Though efforts to provide fuel and fire breaks have been on-going there is much work still to be done with no resources available outside of grants. The drought conditions of the last 5 years have increased the available fuel as many of the native

20. Describe the scope of work:

92

Dead and dying trees will be cleared in the area along with the fuel that is on the forest floor. Additionally, invasive plant growth, much of it with high oil content (i.e. Scotch Broom) will be cleared. A fire/fuel break will be created, in most cases a shaded break, to impede the growth of the wild fire. All debris will be chipped and properly disposed of locally

21. Performance Period:

36

22. Duplicate Programs:

Is this activity eligible for funding from another federal program such as the NRCS Emergency Watershed Protection Act, FEMA Public Assistance Program, and the US Department of Agriculture/Department of the Interior Healthy Forest Restoration Act of 2002?

Yes No Uncertain

If yes, identify the program and the Disaster Survey Report, Project Worksheet, or application number(s).

23. Activity Costs:

Federal Requested Share:	\$ 48,000.00
Applicant Match:	\$ 16,000.00
Total Activity Cost:	\$ 64,000.00

Source of 25% non-federal match:

General Funds

24. LHMP Approval Date: February 7, 2018

25. Local Hazard Mitigation Plan:

Provide a narrative that identifies how the proposed project activity is in conformance with your FEMA-approved Local Hazard Mitigation Plan (LHMP). Any references to the LHMP must include the page number and/or section.

The approved LHMP specifically cites fire break work as key to mitigating the most highly rated hazard, wild fire, to the Cambria Community. Hazard: Wild Fire section of the LHMP pages 90 through 103.

Electronic Notification of NOI Status, Workshops, and Application Updates

The Hazard Mitigation Grant Program will provide immediate notification of your NOI status following our review. Please provide us with the contact information for 1 of your staff.

(If the contact is the same as entered above, please reenter the information below. This person will receive information about workshops and updates regarding the application process.)

Contact Person: _____

93

Name: (Last, First)

Email Address:

Created on 10/02/2018 09:44:07 AM

**NOTE: Please print this form before clicking the *Submit NOI* button below.
You will not be able to print the NOI once you have pressed the *Submit NOI* button.
You will receive a project control number once you click on submit button. Please retain this number and include it in any correspondence with Cal OES regarding your project.**

(FYI: Pressing the Submit NOI button will save and submit your NOI to the Governor's Office of Emergency Services for Approval. Please ensure that you have filled out this form with as much detail as possible.)

From: [Steven Larson](#) on behalf of [Governor's Office of Emergency Services](#)
To: [William Hollingsworth](#)
Subject: Your HMGP NOI is eligible - Control No. is 0098
Date: Tuesday, December 4, 2018 10:02:33 AM

The California Governor's Office of Emergency Services (Cal OES) has received the Hazard Mitigation Grant Program (HMGP) Notice of Interest (NOI) submitted by your agency.

Project Number: DR-4382-0098.
Subapplicant Name: Cambria Community Services District.
Activity Title: Fuel Reduction - Village Lane.
Federal Share Request: \$48,000.00.
Required Applicant Match: \$16,000.00.

Your NOI was reviewed by Cal OES staff and determined to represent an eligible HMGP activity.
This email confirms the formal invitation for Cambria Community Services District to develop a full subapplication for consideration of HMGP funding.

The project and planning subapplications are available on our website www.caloes.ca.gov/hmgp

Subapplications must be mailed to Cal OES, postmarked by April 18, 2019.

Subapplication Development and Benefit Cost Analysis (BCA) training will be offered at locations throughout California in the months of January and February 2019.

Please direct any questions to HMGP@caloes.ca.gov

From: [Steven Larson](#) on behalf of [Governor's Office of Emergency Services](#)
To: [William Hollingsworth](#)
Subject: Your HMGP NOI is eligible - Control No. is 0099
Date: Tuesday, December 4, 2018 10:03:15 AM

The California Governor's Office of Emergency Services (Cal OES) has received the Hazard Mitigation Grant Program (HMGP) Notice of Interest (NOI) submitted by your agency.

Project Number: DR-4382-0099.
Subapplicant Name: Cambria Community Services District.
Activity Title: Fuel Reduction - Highway 1 Corridor.
Federal Share Request: \$95,250.00.
Required Applicant Match: \$31,750.00.

Your NOI was reviewed by Cal OES staff and determined to represent an eligible HMGP activity. This email confirms the formal invitation for Cambria Community Services District to develop a full subapplication for consideration of HMGP funding.

The project and planning subapplications are available on our website www.caloes.ca.gov/hmgp

Subapplications must be mailed to Cal OES, postmarked by April 18, 2019.

Subapplication Development and Benefit Cost Analysis (BCA) training will be offered at locations throughout California in the months of January and February 2019.

Please direct any questions to HMGP@caloes.ca.gov

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.E.**

FROM: Timothy Carmel, District Counsel

Meeting Date: April 11, 2019Subject: CONSIDERATION OF
AUTHORIZATION OF OPPOSITION
LETTER TO AB 1486 RELATING TO
PUBLIC AGENCY LAND AND
SURPLUS PROPERTY**RECOMMENDATIONS:**

Staff recommends that the Board of Directors consider sending a letter of opposition to the California State Assembly regarding AB 1486, which relates to leasing and selling land and surplus property belonging to public agencies, unless it is amended, and authorize the Board President to sign the letter.

FISCAL IMPACT:

No fiscal impacts have been identified with sending an opposition letter to AB 1486; however, if the bill is enacted into law, the District could be significantly impacted if it were to seek to sell, lease or otherwise convey its property in the future.

BACKGROUND:

The California Special District Association (CSDA) has issued a Call to Action to its member agencies, asking them to oppose AB 1486, unless it is amended. This bill is pending legislation that would substantially revise current laws pertaining to the disposal of surplus property. AB 1486 would require that before a public agency, including special districts such as the CCSD, could sell, lease or otherwise convey its property, it would have to offer a right of first refusal to affordable housing developers, schools and park agencies.

CSDA has provided a draft opposition letter, a copy of which is attached. It is recommended that the Board authorize President Pierson to sign and send the letter on behalf of the District.

The pending proposal to lease the old dog park property to the Cambria Historical Society would likely not be impacted by this legislation, if it were to pass. First, it would not be effective until January 1, 2020, unless it is enacted as an urgency measure. Secondly, the bill has a long list of properties and leases that are exempt from its requirements. As currently written, the exemptions include:

Surplus land that is subject to legal restrictions that would make housing prohibited or incompatible on the site due to state or federal statutes, voter-approved measures, or other legal restrictions that are not imposed by the local agency. Existing zoning alone is not a legal restriction that would make housing prohibited or incompatible...

The restrictive covenant that applies to the old dog park property would appear to fit into the foregoing provision. Nonetheless, AB 1486 also has a provision that even exempt properties that are within a coastal zone would still have to be offered to certain entities for open space purposes prior to being leased.

If enacted AB 1486 could significantly hamper any future efforts by the CCSD to sell or lease any of its property.

Attachments: Information related to CSDA Call to Action regarding AB 1486

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___PIERSON ___ FARMER ___ RICE___ STEIDEL ___ HOWELL___

From: Laurie Ion <[REDACTED]>
Sent: Wednesday, March 27, 2019 8:26 AM
To: [REDACTED]

[REDACTED]

Subject: FW: TAKE ACTION: AB 1486 (Leased Land/Surplus Property)
Importance: High

Good morning,
CSDA has made a Call to Action - AB 1486 (Opposed Unless Amended). Please scroll down below for further information.
Thank you,
Laurie

From: Steven Nascimento <[REDACTED]>
Sent: Wednesday, March 27, 2019 5:57 AM
To: Laurie Ion <[REDACTED]>
Subject: TAKE ACTION: AB 1486 (Leased Land/Surplus Property)

Hey Laurie,

Can you share this call to action with the San Luis Obispo Chapter? We'd like to get as many of these letters in as soon as possible.

San Luis Obispo Chapter,

Please be advised that CSDA has issued a formal call to action on AB 1486. Attached please find a sample "oppose unless amended" letter. We believe that this bill will be scheduled for committee in mid-April and are asking all of our special districts to submit a letter of opposition as soon as possible. If you district currently owns any land that is being leased to a third party, or currently leases land from another public agency, you are strongly encouraged to participate in this call to action. Please submit your letter via email to CSDA Legislative Representative, Rylan Gervase at rylang@csda.net. and cc advocacy@csda.net.

Background

Assembly Member Phil Ting (D-San Francisco) has reintroduced a bill that would require special districts and other public agencies to offer a right of first refusal to affordable housing developers, schools, and park agencies before leasing, selling, or otherwise "conveying" any of the agency's land. The new mandate in [Assembly Bill 1486](#) would prevent prudent efforts to lease or otherwise protect land for important community purposes, such as buffer land surrounding a water or wastewater treatment facility, energy generation plant, or airport, as well as the long-term lease of district property that will be needed for future infrastructure, such as hospitals, parks, harbors, and cemeteries.

The new requirements under AB 1486 would take effect regardless of the appropriateness of reserving the land for housing, schools, or parks, and regardless of the local agency's desire to protect or preserve the land for future use. AB 1486 mandates special districts to offer their land to these preferred purposes even before entering informal negotiations for the disposal of their property.

AB 1486 is substantially similar to [AB 2065 \(Ting, 2018\)](#), which CSDA members strongly opposed last year. Facing strong opposition from special districts and other public agencies, AB 2065 died on the suspense file in the Assembly Appropriations Committee.

Take Action

CSDA has taken an oppose unless amended position on AB 1486 and is working to narrow the bill only to the sale of surplus property. Please submit your [opposition](#) to AB 1486 as soon as possible. The bill will likely be heard in the Assembly Local Government Committee in April. If you have any questions about the bill, please contact CSDA Legislative Representative Rylan Gervase at rylang@csda.net.

Steven Nascimento
Public Affairs Field Coordinator

Celebrating 50 Years of Service: 1969-2019

California Special Districts Association

1112 I Street, Suite 200
Sacramento, CA 95814
Cell: 209.681.4466
Office: 877.924.2732
Fax: 916.520.2466
www.csga.net

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California Special Districts Association
Special District Risk Management Authority
CSGA Finance Corporation



[Agency letterhead]

[Date]

The Honorable Phil Ting
California State Assembly
State Capitol
Sacramento, CA 95814

RE: Assembly Bill 1486 (Ting) – Oppose Unless Amended [As Introduced February 2, 2019]

Dear Assembly Member Ting:

The **[District name]** is respectfully opposed to Assembly Bill 1486 unless it is amended to address our concerns. AB 1486 requires public agencies to offer their land for development before leasing their property.

[Include a brief description of your district]

AB 1486 requires special districts and other local agencies to offer the right of first refusal to affordable housing developers, schools, and parks before selling, leasing, or otherwise conveying their land. The new mandate in Assembly Bill 1486 would prevent prudent efforts to lease or otherwise protect land for important community purposes, such as buffer land surrounding a water or wastewater treatment facility, energy generation plant, or airport, as well as the long-term lease of district property that will be needed for future infrastructure, such as hospitals, parks, harbors, and cemeteries.

Under AB 1486, attempting to lease land in support of an agency's governmental function would trigger the requirements for the disposal of surplus land. As written, AB 1486 would require agencies to offer up property which may be incompatible for use for housing, schools, or parks. AB 1486 would also make it more difficult to protect an agency's land for a future governmental use.

[Provide a specific explanation of how the proposed legislation will negatively impact your community and region. Would your district be inhibited from making or renewing any current or future lease of land? Describe the situation specifically.]

We respectfully request AB 1486 be amended to limit the scope of the bill to the sale of surplus land and not include property for lease. Our opposition is not a challenge to the need for affordable housing, but a validation of the need for local flexibility when it comes to proper governmental land use management.

For these reasons, **[name of district]** respectfully opposes AB 1486 unless it is amended.

Sincerely,

[Your name, Title]
[Name of your district]

CC: Tara Gamboa-Eastman, Office of Assembly Member Phil Ting [Tara.Gamboa-Eastman@asm.ca.gov]
[Your Assembly Member]
[Your Senator]
Rylan Gervase, Legislative Representative, California Special Districts Association
[advocacy@cda.net]

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.A**

FROM: Pamela Duffield, Finance Manager

Meeting Date: April 11, 2019

Subject: DISCUSSION AND CONSIDERATION TO FIX WATER AND WASTEWATER STANDBY OR AVAILABILITY CHARGES AS PROVIDED IN GOVERNMENT CODE §61124(b) AND CONSIDERATION OF ADOPTION OF RESOLUTION 12-2019 FIXING WATER AND WASTEWATER STANDBY OR AVAILABILITY CHARGES FOR FISCAL YEAR 2019/2020

RECOMMENDATION:

1. Receive staff report and review the Financial Report on Water and Wastewater Standby or Availability Charges.
2. Open Public Hearing.
3. Take Public Testimony.
4. Close Public Hearing.
5. Discussion.
6. Make appropriate findings and adopt Resolution 12-2019 establishing water and wastewater standby or availability charges for Fiscal Year 2019/2020.

FISCAL IMPACT:

<u>Standby/Availability Charge</u>	<u>Estimated Revenue for FY 2019/2020</u>
Water	\$ 176,000
Wastewater	\$ 114,000

DISCUSSION:

Attached is a Financial Report and proposed Resolution No. 12-2019 for review and adoption after the public hearing is held. Resolution 12-2019 establishes the Water and Wastewater Standby or Availability Charges for FY 2019/2020 and directs staff to notify the affected property owners. Action to confirm the charges and authorize collection on the tax roll will take place after a noticed public hearing on May 9, 2019.

Attachments: Water and Wastewater Standby or Availability Charges Financial Report
Resolution 12-2019 Confirming CCSD Water and Wastewater Standby or Availability Charges

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: _____ PIERSON _____ FARMER _____ RICE _____ STEIDEL _____ HOWELL _____

Water and Wastewater Standby or Availability Charges

Financial Report

Legislative Background

State Government Code §61124 allows the Cambria Community Services (CCSD) to annually levy a maximum of \$45 for water standby or availability charges per acre of land within the CCSD service area, and a maximum of \$30 wastewater standby or availability charges per acre of land within the CCSD service area. 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 Charges

- 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 Charges

- 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 \$0.90 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: \$0.90 per acre.

These charges 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 CCSD's Fiscal Year 2019/2020 are as follows:

➤ Water	\$ 176,000
➤ Wastewater	\$ 114,000

The revenue projections are based on charging all improved property owners within the CCSD and all unimproved property owners that have been issued intent to serve letters or connection permits.

CCSD Policy Summary

In 1987, Government Code §61765.12 did not restrict the use of the standby/availability charges, 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 (CIP). On January 19, 2012, the Board amended this policy so that “Water and Wastewater Standby or Availability revenue is to be spent on maintaining, repairing and/or improving the respective Fund’s infrastructure. Specifically, these funds shall be spent on CIP, Major Maintenance or Capital Outlay Projects.”

FY 2017/2018 Actual and FY 2018/2019 Projected Revenues & Expenditures

A summary follows of FY 2017/2018 actual and 2018/2019 projected Water and Wastewater revenues and expenditures for CIP, Major Maintenance or Capital Outlay projects.

As indicated, standby or availability revenue is needed to finance the maintenance and improvements of the Funds’ infrastructure, particularly since connection fee revenue declined sharply due to 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 critical source of funding for infrastructure projects.

Fiscal Year 2017/2018 infrastructure funding sources and expenditures were as follows:

	WATER FUND	WASTEWATER FUND
Standby Availability Revenue	\$175,896	\$114,345
Revenue from Operations	- 0 -	\$ 1,854
Transfer from Reserves	- 0 -	- 0 -
Connection Fee Revenue	\$ 11,632	- 0 -
Total Funding Sources	\$187,528	\$116,199
Infrastructure Expenditures*	\$187,528	\$116,199
Transfer to Reserves	- 0 -	- 0 -

*Represents sum of Capital/Capital Outlay and Major Maintenance Projects

Fiscal Year 2018/2019 estimated infrastructure funding sources and expenditures are as follows:

	WATER FUND	WASTEWATER FUND
Standby Availability Revenue	\$175,500	\$114,000
Revenue from Operations	\$143,097	\$212,889
Transfer from Reserves	- 0 -	- 0 -
Connection Fee Revenue	\$ 10,000	- 0 -
Total Funding Sources	\$328,597	\$326,889
Infrastructure Expenditures *	\$328,597	\$326,889
Transfer to Reserves	- 0 -	- 0 -

*Represents sum of Capital/Capital Outlay and Major Maintenance Projects

The CCSD has identified a few priority Water and Wastewater CIP, Major Maintenance and Capital Outlay Projects, including:

- SCADA System SR4
- Water Meter Replacement/Upgrade
- Effluent Screens
- Hand Rails on Digesters
- LS 1-A Control Panel Upgrade

The proposed project list underscores the importance of having the maximum standby and availability charges in place. Failure to do so 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 in addition to being unable to fund infrastructure maintenance and improvements.

Failure to adopt Resolution 12-2019 will result in an estimated reduction of \$176,000 in Water Enterprise revenues and \$114,000 in Wastewater Enterprise revenues for Fiscal Year 2019/2020.

RESOLUTION 12-2019
APRIL 11, 2019

A RESOLUTION OF THE BOARD OF DIRECTORS FOR
THE CAMBRIA COMMUNITY SERVICES DISTRICT
FIXING CCSD WATER AND WASTEWATER STANDBY
OR AVAILABILITY CHARGES

WHEREAS, pursuant to Government Code Section 61124(b), the Board of Directors may, by resolution, continue to collect water and wastewater standby and availability charges in successive years at the same rate; and

WHEREAS, notice was provided and a public hearing scheduled for April 11, 2019 concerning said water and wastewater standby or availability charges; and

WHEREAS, any person interested, including all persons owning property within the CCSD, were given the opportunity to appear and be heard concerning said CCSD water and wastewater standby or availability charges at the April 11, 2019 CCSD regular Board meeting; and

WHEREAS, it is hereby found that the water and wastewater standby fees or availability charges charged confer a special benefit upon the property assessed, and the amount being assessed does not exceed the reasonable cost of the proportional benefit received by each parcel from the improvements funded by the fees; and

WHEREAS, it is hereby found and determined that the water and wastewater standby or availability charges and the different rate structure for subdivided and un-subdivided land as set forth hereinafter are not discriminatory or excessive and will be in compliance with the law; and

WHEREAS, it is hereby found and determined that the water and wastewater standby or availability charges hereinafter set forth be fixed by the CCSD Board of Directors as the CCSD's water and wastewater standby or availability charges.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the CCSD as follows:

1. The recitals set forth hereinabove are true, correct and valid.
2. The Board of Directors of the CCSD hereby fixes the Water Standby or Availability Charges for the CCSD for the Fiscal Year 2019/2020 as follows:
 - 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 (1) 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.

Such charges shall be made to all such lands within the CCSD, or outside its territorial limits, to which water is made available by the CCSD for any purpose, whether or not the water is actually used. Unimproved properties that have not been issued an "Intent to Serve" letter or connection permit shall be exempt from this charge.

3. The Board of Directors of the CCSD hereby fixes the Wastewater Standby or Availability Charges for the CCSD for the Fiscal Year 2018/2019 as follows:
 - 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 \$0.90 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: \$0.90 per acre.

Such charges shall be made to all such lands within the CCSD, or outside its territorial limits, to which wastewater is made available by the CCSD for any purpose, whether the water is actually used or not. Unimproved properties that have not been issued an "Intent to Serve" letter or connection permit shall be exempt from this charge.

4. The CCSD Board of Directors intends to hold a public hearing confirming the itemized reports describing each parcel and the amount of Water and Wastewater Standby or Availability Charges to be assessed against each parcel on May 9, 2019, at 2:00 p.m. at the following address: Cambria Veterans Memorial Building, 1000 Main Street, Cambria, California.
5. The CCSD Clerk is hereby authorized and directed to publish a notice of said public hearing prior to the date set for hearing, in a newspaper of general circulation printed and published in the County; and mail to each assessed property owner a notice of the filing of the report.
6. This Resolution shall take effect immediately upon its adoption.

7. This Resolution shall be available for public inspection in the offices of the CCSD Clerk at the following address: Cambria Community Services District, 1316 Tamsen Street, Suite 201, Cambria, California.

PASSED AND ADOPTED THIS 11th day of April, 2019, by the following roll call votes:

Ayes:
Nays:
Absent:

David Pierson
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

Haley Dodson
Deputy District Clerk

Timothy J. Carmel
District Counsel

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. 8.A.

FROM: Monique Madrid, Administrative Services Officer/District Clerk
Timothy Carmel, District Counsel

Meeting Date: April 11, 2019

Subject: DISCUSSION AND CONSIDERATION
OF APPROVAL OF AN AMENDED
EMPLOYMENT AGREEMENT WITH
PAAVO OGREN TO SERVE AS
INTERIM GENERAL MANAGER AND
ADOPTION OF RESOLUTION 15-2019
AMENDING THE DISTRICT SALARY
SCHEDULE

RECOMMENDATIONS:

It is recommended that the Board of Directors approve an Amended Employment Agreement with Paavo Ogren to serve as Interim General Manager and adopt Resolution 15-2019 to amend the CCSD Salary Schedule and establish a pay schedule for the positions of Interim General Manager and Administrative Department Manager and a pay differential for Assistant General Manager and Confidential employees.

FISCAL IMPACT:

Ms. Madrid's salary as Acting General Manager was at an annual base salary of \$152,000. Mr. Ogren's compensation for serving as Interim General Manager will be the same as the compensation he has been receiving as Strategic and Organizational Advisor, which is \$99 per hour. He will also receive some District benefits on a pro-rata basis. It is proposed that the Administrative Department Manager pay schedule be equal to the annual base salary of the District Engineer/Utilities Department Manager and the Fire Chief.

DISCUSSION:

When Ms. Madrid was appointed as Acting General Manager in October, 2018, it was subject to the requirements of Government Code Section 20480 relating to "out-of-class" appointments. That statute limits temporary pay upgrades ("acting pay") for out-of-class service while the employer is actively recruiting to fill a staffing vacancy. Government Code section 20480(f) defines "out of class appointment" as "an appointment of an employee to an upgraded position or higher classification by the employer or governing board or body in a vacant position." Employers may only provide temporary pay upgrades to employees for 960 hours per each fiscal year. Accordingly, Ms. Madrid's appointment as Acting General Manager was limited to no more than 960 hours, and she reached that hourly limit on March 29, 2019. Therefore, the District is again in need of an Acting or Interim General Manager until it retains a new General Manager.

Paavo Ogren, who previously was appointed to serve as the District's Strategic and Organizational Advisor, has agreed to serve as the Interim General Manager until a new General Manager joins the District or December 21, 2019, whichever is earlier. An Amended Employment Agreement has been prepared outlining his duties, compensation and related matters, as Interim General Manager.

Mr. Ogren has agreed to the same compensation he has been receiving as Strategic and Organizational Advisor, which is at a rate of \$99 per hour. In addition, he has requested some District benefits on a pro-rata basis, including health insurance, dental insurance,

administrative leave, vacation leave, and sick leave. The vacation accrual rate is based on one-day per month. These combined benefits add approximately 22.5% to the base salary. The District is also required to pay the employer contribution to CalPERS of 7.6%, and required Social Security/Medicare costs of 7.65%. Excluded benefits are 457 supplemental retirement contribution, auto allowance, cell phone and internet allowance, health reimbursement account and life insurance.

Mr. Ogren is also proposing that the position of Administrative Department Manager be established. This was previously the Administrative Services Officer/District Clerk position and it is being renamed and restructured to better reflect the tasks, duties, and responsibilities of that position. Mr. Ogren is proposing to establish the Assistant General Manager designation to provide the necessary support, since he will continue to work for the CCSD on a part-time basis and therefore there is a need for assistance in day-to-day administrative operations when he is not working. Additionally, the Assistant General Manager can provide critical support to the new General Manager in moving the District forward into a new era, and assisting in support of the Board's adopted goals with a focus on supporting staff on their roles within the Organization. The Assistant General Manager designation can be assigned to any of the 3 Department Directors and will carry a 5% pay differential. He is proposing to designate Ms. Madrid the Assistant General Manager at this time.

In accordance with CCSD Municipal Code Section 2.08.050, the Board of Directors has approved Personnel Procedures Policies and Rules, which include provisions relating to the preparation, establishment, revision and maintenance of a position classification plan for the District. The CCSD's personnel system is administered by the General Manager pursuant to CCSD Municipal Code Section 2.08.030. Article 3 of the Personnel Procedures addresses the CCSD's classification plan and Section 3.1 provides that the General Manager is to prepare the plan, which includes detailed position descriptions for positions in the competitive service. Section 3.2 provides that "The classification plan shall be adopted by the Manager and may be amended by the Manager from time to time." Section 3.3 then provides for the allocation of positions in the competitive service to positions established by the plan. Section 3.4 addresses the issue of new positions, and provides that new positions are not to be created and filled until the classification plan has been amended to provide for the new position. As noted, the classification plan is within the General Manager's authority to adopt and amend, and therefore the General Manager has authority to create positions, and allocate them within the CCSD organization. Accordingly, Mr. Ogren will amend the classification plan to establish the Administrative Department Manager position and the Assistant General Manager designation. The Board will need to amend the CCSD's Salary Schedule and establish the pay schedule for the Administrative Department Manager position, with a salary equal to the District Engineer/Utilities Department Manager and Fire Chief, as identified in Exhibit A to Resolution 15-2019. The Interim General Manager position is also listed in Exhibit A to Resolution 15-2019 to reflect a pay rate of \$99 per hour. Pay differentials of 5% are also included for the Assistant General Manager and Confidential employees while they are serving in that capacity.

Lastly, attached is a summary report entitled "Organizational Recommendations" dated March 2019 that Mr. Ogren has prepared and will present for the Board's consideration.

- Attachments: Resolution 15-2019
Exhibit A Salary Schedule
Amended Employment Agreement with Paavo Ogren
Organizational Recommendations, March 2019

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___PIERSON___FARMER___RICE___STEIDEL___HOWELL___

RESOLUTION 15-2019

April 11, 2019

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
AMENDING THE DISTRICT'S SALARY SCHEDULE AND ESTABLISHING A
PAY SCHEDULE FOR THE POSITIONS OF INTERIM GENERAL MANAGER AND
ASSISTANT GENERAL MANAGER, ADMINISTRATIVE DEPARTMENT MANAGER
AND CONFIDENTIAL EMPLOYEES

WHEREAS, the Board of Directors desires to appoint Paavo Ogren, who has been serving as the Strategic and Organizational Advisor, to serve as Interim General Manager for the Cambria Community Services District; and

WHEREAS, Mr. Ogren is a current member of CalPERS, and therefore even though he will be a temporary part-time employee his employment with the District requires that he be enrolled with CalPERS and his earnings with the District properly reported; and

WHEREAS, the position of Administrative Department Manager is also being created and a pay rate and pay schedule are needed for that position; and

WHEREAS, the designation of Assistant General Manager is also being created and a pay rate differential and pay schedule are needed for that position; and

WHEREAS, a pay differential is being created for the designation of Confidential Employees; and

WHEREAS, CalPERS requires that pay amounts be established pursuant to publicly available pay schedules; and

WHEREAS, publicly available pay schedules are required to comply with California Code of Regulations (CCR) Section 570.5.

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

1. The revised Cambria Community Services District Salary Schedule, attached hereto and incorporated herein as Exhibit A, is hereby approved.
2. In accordance with CalPERS regulation CCR §570.5, the pay rate and pay schedule for the position of Interim General Manager shall be at the rate of \$99 per hour.
3. In accordance with CalPERS regulation CCR §570.5, the pay rate and pay schedule for the position of Administrative Department Manager shall be at an annual base salary equal to the District Engineer/Utilities Department Manager and Fire Chief as contained in Exhibit A.

4. In accordance with CalPERS regulation CCR §570.5, the pay rate and pay schedule for the designation of Assistant General Manager shall be 5% above the designee salary as contained in Exhibit A.
5. In accordance with CalPERS regulation CCR §570.5, the pay rate and pay schedule for the designation of Confidential Employees shall be 5% above the designee salary as contained in Exhibit A.
6. This Resolution and the salaries contained in Exhibit A shall constitute a publicly available pay schedule as required by Government Code Section 20480. Pursuant to CCR §570.5, it shall be immediately accessible and available for public review during the District's normal business hours.
7. This pay schedule shall be effective immediately on the date of the adoption of this Resolution. This Resolution and the pay schedule contained herein shall be retained by the District in its official records on a permanent basis.

Resolution 15-2019 was adopted at a Regular Meeting of the Cambria Community Services District on April 11, 2019.

David Pierson
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

Haley Dodson, Deputy District Clerk

Timothy Carmel, District Counsel

Exhibit A to Resolution 15-2019
CAMBRIA COMMUNITY SERVICES DISTRICT
SALARY SCHEDULE
FOR THE PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019
UPDATED APRIL 11, 2019

POSITION TITLE	STEP A	STEP B	STEP C	STEP D	STEP E	10 YEARS	15 YEARS	20 YEARS
						SERVICE STEP E+5%)	SERVICE STEP E+7.5%)	SERVICE STEP E+10%)
SERVICE EMPLOYEES INTERNATIONAL UNION (ANNUAL AMOUNTS)								
Administrative Technician I	41,966	44,064	46,268	48,581	51,010	53,561	54,836	56,111
Water Treatment OIT	44,333	46,550	48,877	51,321	53,887	56,581	57,928	59,276
Maintenance Technician	44,555	46,782	49,121	51,577	54,156	56,864	58,218	59,572
Water Treatment Operator I	46,368	48,687	51,121	53,677	56,361	59,179	60,588	61,997
WasteWater Systems OIT	48,983	51,432	54,004	56,704	59,539	62,516	64,005	65,493
Administrative Technician II	49,970	52,469	55,092	57,847	60,739	63,776	65,295	66,813
WasteWater Systems Operator I	51,488	54,063	56,766	59,604	62,584	65,713	67,278	68,843
Water Treatment Operator II	52,526	55,152	57,910	60,805	63,845	67,038	68,634	70,230
Laboratory Technician	56,889	59,734	62,720	65,856	69,149	72,607	74,335	76,064
WasteWater Systems Operator II	58,035	60,937	63,984	67,183	70,542	74,070	75,833	77,597
Water Systems Operator T3/D2	59,501	62,476	65,600	68,880	72,324	75,940	77,748	79,556
Administrative Technician III	60,700	63,735	66,922	70,268	73,781	77,470	79,315	81,159
Finance Specialist-Payroll/Benefits	60,700	63,735	66,922	70,268	73,781	77,470	79,315	81,159
WasteWater Systems Operator III	64,123	67,329	70,696	74,230	77,942	81,839	83,788	85,736
WasteWater & Water Supervisors & SWF CPO	75,219	78,980	82,929	87,075	91,429	96,001	98,286	100,572
CAMBRIA FIREFIGHTERS (IAFF LOCAL: 4635) (ANNUAL AMOUNTS)								
Fire Captain	72,636	76,268	80,081	84,085	88,290	92,704	94,911	97,118
Fire Engineer	60,240	63,252	66,415	69,735	73,222	76,883	78,714	80,544
CAMBRIA FIREFIGHTERS (IAFF LOCAL: 4635) (HOURLY AMOUNTS)								
Firefighter (SAFER Grant)	13.65	14.33	15.05	15.80	16.59	N/A	N/A	N/A
CAMBRIA RESERVE FIREFIGHTERS (HOURLY RATE: NO STEPS)								
Reserve Recruit Firefighter **	12.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Firefighter **	12.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Fire Engineer **	13.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Lieutenant **	14.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
CAMBRIA EXEMPT EMPLOYEES (ANNUAL AMOUNTS)								
Deputy District Clerk (Confidential)	63,804	66,994	70,344	73,861	77,554	N/A	N/A	N/A
Management Analyst	63,804	66,994	70,344	73,861	77,554	N/A	N/A	N/A
Facilities & Resources Supervisor	74,945	78,692	82,627	86,758	91,096	N/A	N/A	N/A
District Clerk/Administrative Services Officer	111,572	117,151	123,008	129,159	135,616	N/A	N/A	N/A
Finance Manager	107,900	113,295	118,960	124,908	131,153	N/A	N/A	N/A
District Engineer/ Utilities Department Manager	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
Fire Chief	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
Acting General Manager Administration	152,000	152,000	152,000	152,000	152,000			
Department Manager ***	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
General Manager	170,457	170,457	170,457	170,457	170,457	N/A	N/A	N/A
CAMBRIA LIMITED TERM EMPLOYEE (HOURLY RATE: NO STEPS)								
Strategic and Organizational Advisor Interim								
General Manager *	99.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A

* Part-time employee working 24/hrs per week

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

***Assistant General Manager designation receives 5% pay differential

Position with Confidential designation receives 5% pay differential

Red denotes a change in title and/or salary

AMENDED EMPLOYMENT AGREEMENT

This Amended Employment Agreement ("Amended Agreement") is made, entered into and effective this 11th day of April, 2019, by and between the Cambria Community Services District (hereinafter referred to as "Employer," "District" or "CCSD") and Paavo Ogren (hereinafter referred to as "Employee"), who understand as follows:

WITNESSETH:

WHEREAS, the Employee and Employer previously entered into an Employment Agreement retaining Employee as a Strategic and Organizational Advisor to assist the Acting General Manager while the District conducts a recruitment for a new General Manager; and

WHEREAS, the person who has been serving as Acting General Manager cannot continue to serve in that position as a result of Government Code section 20480, which limits temporary pay upgrades for out-of-class service while an employer is actively recruiting to fill a staffing vacancy to 960 hours per each fiscal year; and

WHEREAS, the Board now desires to appoint and employ Employee as the Interim General Manager, and Employee desires to accept said appointment subject to the terms and conditions set forth herein.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

SECTION 1. EMPLOYMENT AS INTERIM GENERAL MANAGER

A. Subject to the terms and conditions of this Amended Agreement, District hereby agrees to employ Employee as the Interim General Manager. As Interim General Manager Employee shall perform the duties of a general manager of a community services district, as set forth in Government Code Section 61051, which provides as follows:

(a) The implementation of the policies established by the board of directors for the operation of the district.

(b) The appointment, supervision, discipline, and dismissal of the district's employees, consistent with the employee relations system established by the board of directors.

(c) The supervision of the district's facilities and services.

(d) The supervision of the district's finances.

B. Employee shall assist the Board in the recruitment of a permanent General Manager.

C. Employee acknowledges that his appointment as Interim General Manager shall not imply, guarantee or create any right, expectation or entitlement of an appointment as the permanent General Manager.

SECTION 2. TERM AND TERMINATION

- A. This Amended Agreement shall take effect upon its execution by both parties and shall remain in effect until the earlier of December 21, 2019 or when a permanent General Manager is retained by the CCSD.
- B. Employee understands that he has no constitutionally protected property or other interests in his employment as the Interim General Manager and the position is considered to be an "at will" employment. Employee understands and expressly agrees that he serves in the Interim General Manager position at the will and pleasure of the Board and that he may be terminated from that position at any time by the Board, without cause, by providing Employee with ten (10) days prior written notice of such termination. Additionally, Employee shall have the right to resign from that position at any time by providing the Board with ten (10) days written notice of such resignation.

SECTION 3. WORK SCHEDULE, SALARY AND COMPENSATION AND PERFORMANCE REVIEW

- A. Employee's work schedule shall include working at the CCSD offices a minimum of two days per week. He shall also provide the CCSD with services on one additional day per week, which may be either from the CCSD or from his home or from other locations that may be convenient for the Employee. Overall, it is anticipated that Employee will provide approximately 24 hours per week of services to the District. Timesheets shall be submitted substantiating the hours worked.
- B. Employer agrees to pay Employee Ninety-Nine Dollars (\$99.00) per hour for his services as Interim General Manager, which compensation is set forth in Resolution 15-2019. Employee shall receive the following benefits: contributions to CalPERS, health insurance, dental insurance, vacation leave, sick leave, administrative leave, and payment of Social Security costs and other legally required employment costs.
- C. Employer acknowledges that since Employee is currently a member of the California Public Employees Retirement System (CalPERS), his employment with the District shall be enrolled with CalPERS and his earnings reported accordingly. Employee agrees to pay one-hundred percent (100%) of the Employee designated share of the contribution to CalPERS in accordance with Section 2.08.150 of the CCSD Municipal Code.
- D. District's Board of Directors shall review the performance of Employee on a bi-monthly basis.

SECTION 4. GENERAL PROVISIONS

- A. The terms of this Amended Agreement are intended by the parties as the final expression of their agreement and may not be contradicted by evidence of any prior agreement or contemporaneous oral agreement. The parties further intend that this Amended Agreement constitutes the complete and exclusive statement of its terms and that no extrinsic evidence whatsoever may be introduced in any judicial or arbitration proceeding, if any, involving this Amended Agreement. Any amendments to this Amended Agreement must be in writing and executed by both parties.
- B. If any provision of this Amended Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired or invalidated thereby.
- C. This Amended Agreement shall be governed by the laws of the State of California. Employee and the District agree that venue for any dispute shall be in San Luis Obispo County, California.
- D. The parties acknowledge that they understand the significance and consequences of this Amended Agreement. The parties also acknowledge that they have been given full opportunity to review and negotiate this Amended Agreement and execute it only after full reflection and analysis, and that they have had an opportunity to review this document and its application and meaning with their respective attorneys and advisors. This Amended Agreement shall not be interpreted against the party who prepared the initial draft because all parties participated in the drafting of this Amended Agreement by having ample opportunity to review and submit suggested changes or corrections for incorporation into the final version of this Amended Agreement.
- E. Employee may not assign this Amended Agreement in whole or in part.
- F. This Amended Agreement may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.

[Signatures on following page.]

IN WITNESS WHEREOF, District and Employee have executed this Amended Agreement on the day and year first set forth below.

DISTRICT:

EMPLOYEE:

David Pierson, President
Board of Directors

Paavo Ogren

Dated: _____

Dated: _____

ATTEST:

Haley Dodson
Deputy District Clerk

APPROVED AS TO FORM:

Timothy J. Carmel
District Counsel

Cambria Community Services District

Organizational Recommendations

March 2019

Summary

This report provides recommendations on the organizational structure of the Cambria Community Services District (CCSD), recommendations to improve quality control, and related fiscal implications. The CCSD has encountered challenges in recent years relating to its water supplies, challenges with continuing implementation of district programs, and compliance with regulatory requirements. The CCSD faces the need for improved management of its overall programs and finances.

The recommendations in this report focus on organizational needs of CCSD and not the individuals who are currently employed by CCSD. Nevertheless, current CCSD staff is clearly qualified and motivated to move the district forward, to enhance community services and to improve the district's overall quality of work. Together with the replacement of critical positions that are vacant, and addressing organizational recommendations, the Board of Directors should be confident that the CCSD can move forward in pursuing a positive future where cost effective operations and administration of the district is achieved, community engagement becomes more positive, and improved relations are developed with other agencies and regulatory bodies.

The following provides a summary of the recommendations:

- Recommendation #1 – the CCSD Board of Directors should update the district's organization chart to better reflect its three primary personnel units:
 - Fire Department Operations
 - Utility Operations
 - Administration
- Recommendation #2 - CCSD management and staff should develop roles and responsibilities that support improved quality control.
 - Department Heads need to be primarily responsible for quality control within their departments.
 - Specific review responsibilities need to be established to ensure that work of staff is being checked either by the department manager or another assigned individual within the department.

Recommendation #1 - Updating the CCSD Organization Chart

The following organization chart is the existing CCSD Organization Chart.

Illustration 1

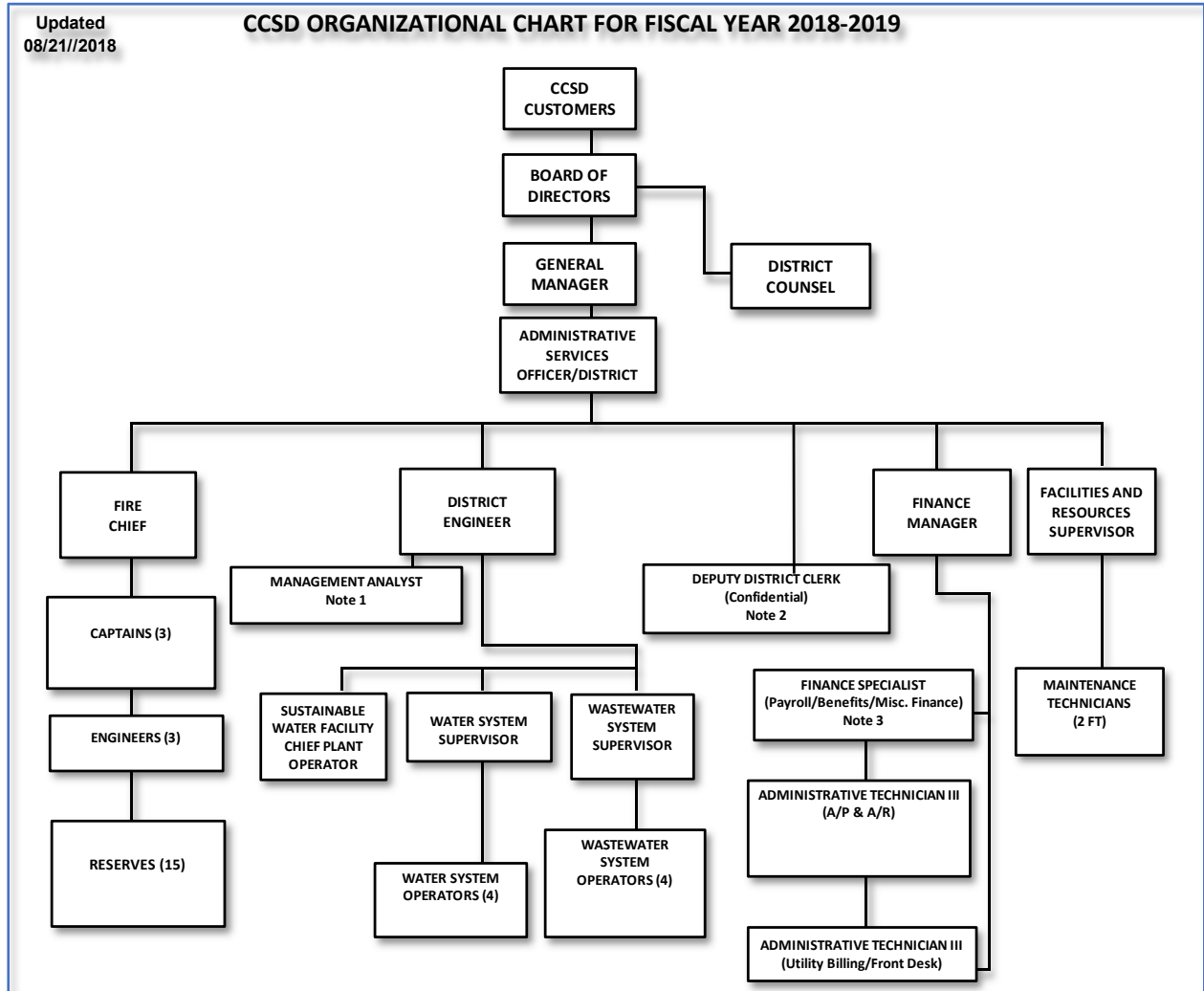
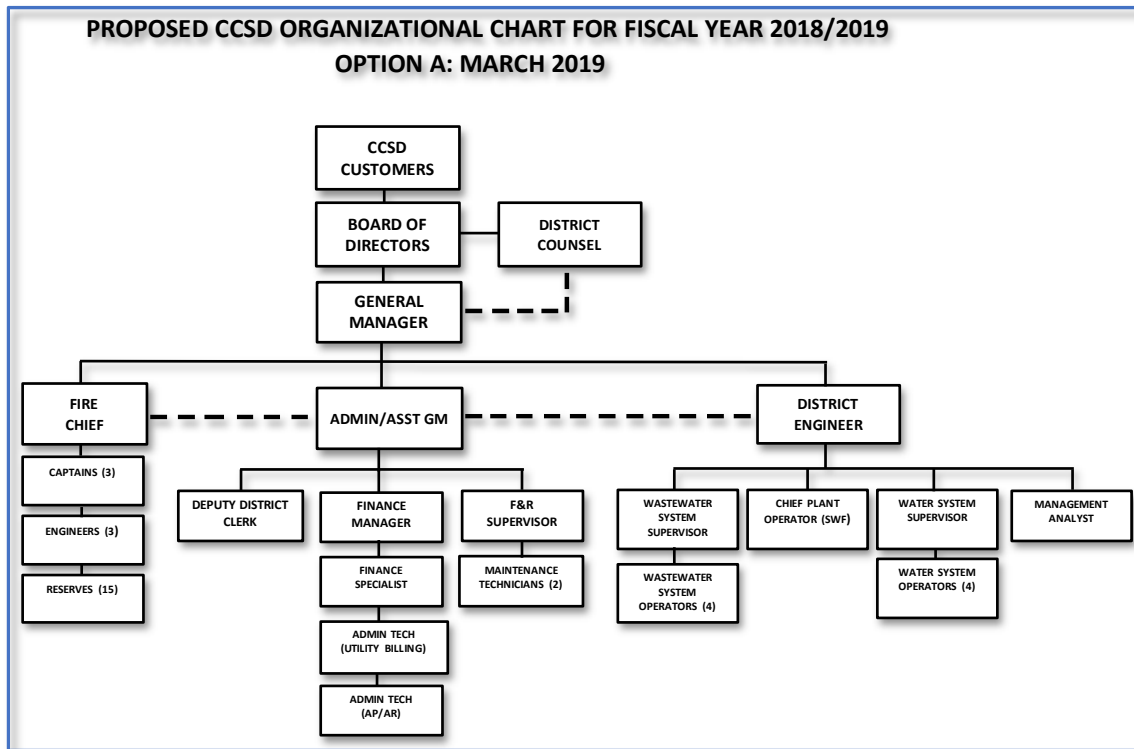


Illustration #2 is the recommended updated organization chart.

Illustration 2



The recommendation to update the CCSD organization chart shown in Illustration #2 is based on the following points.

1. The existing organization chart shown in Illustration # 1 is not based on the district's primary operating and administrative units.
 - a. It includes zero direct reports to the General Manager of individuals with primary operating responsibilities – i.e the District Engineer and Fire Chief.
 - b. The sole direct report to the General Manager is an Administrative Services Officer (ASO).
 - i. The existing span of responsibility for the ASO is too broad.
 - ii. The existing span of responsibility does not require the GM to directly oversee operating department heads (Fire and Utilities).
 - c. The existing organization chart did not reflect actual prior management of the district.
 - i. The prior GM was responsible for evaluations for the operating department heads.
 - ii. The district's prior management did not adhere to organizational lines of communication.
 - iii. The existing organizational chart inherently created unnecessary conflicts in human resource administration by placing the ASO responsible for human resource responsibilities in a direct chain of command over operating departments instead of utilizing the human resource function as an independent resource to support employee development and performance.

2. The proposed organization chart in Illustration #2 provides a clear chain of command for operating departments to the General Manager while also providing the General Manager with needed support for the internal management of district personnel.
 - a. It proposes to have each department head report directly to the General Manager. By doing so,
 - i. The chain of command will help to ensure that the General Manager can effectively work with each department head on their programs and services and hold those department heads directly accountable for the responsibilities of their department and underlying divisions.
 - ii. It will allow the General Manager to focus on working with the Board of Directors on district goals.
 - iii. It will allow the General Manager to focus on working with the community on district programs and services.
 - iv. It will allow the General Manager to focus on relations with other agencies and regulatory bodies.
 - b. The proposed organization chart includes having the Administrative Department Manager also act as the Assistant General Manager and support the General Manager in the internal management of the district. By doing so,
 - i. The relationships between department managers will help ensure that administrative support for operating departments will be enhanced.
 - ii. It will help ensure that district goals are being documented and monitored in a consistent manner throughout CCSD and prioritized by the General Manager based on policy direction from the Board of Directors.
 - iii. It will help ensure that community discussions on programs and services support a better understanding as to what accomplishments should be expected over short-term, medium term, and long-term outlooks.
 - iv. It will help ensure that the General Manager can address employment related issues in the most productive environment possible.
 1. If and when needed, the General Manager needs to support department managers and supervisors in setting forth clear desires and expectations for employees encountering challenges on their jobs.
 2. Support from the Assistant General Manager / Administrative Department Head will be important to a) prepare work performance plans, b) develop recommendations for employee training and mentoring that is supportive of department managers and supervisors and 3) which strives to achieve positive employee development.
 - v. Additional details on how the Assistant General Manager can support the General Manager are attached.

Recommendation #2 - Roles and Responsibilities to Improve Quality Control

Over the past several years, the lack of a straightforward approach to the district's organization chart coincided with problems with quality control. Examples include data integrity problems with regulatory reporting, delays in implementing regulatory mandates, and unattended fiscal responsibilities. Delayed updates on other programs also exist such as the "Demand Offset Program" associated with new development.

The recommendation on roles and responsibilities to improve quality control does not address all the details of where improvement is needed. Overall, the new General Manager will be responsible for gaining an understanding of deficiencies, setting priorities and managing improvements. Nevertheless, on January 3, 2019, the Board of Directors held a special meeting to discuss District-wide Board goals for 2019. In that item, a list of "Organizational Goals" that "reflect ongoing operational efforts by staff" was also included.

Understandably, the focus of Board and public comment at the January 3rd special meeting was on District-wide Board goals and little to no discussion ensued on staffs' organizational goals. The organizational goals were provided to identify some of the major items that require improvements in quality control and the overall need to improve internal management of the district. The inclusion of staffs' organizational goals is a strong indication of the desire of existing management and staff to move the district forward in a positive manner. Additionally, the organizational goals were prepared to help the new General Manager "hit the ground running" in managing internal personnel efforts - just as the District-wide Board goals help to ensure that the new General Manager can proceed expeditiously with the Board, and the community, on district programs and services.

Overall, the recommendation on roles and responsibilities to improve quality control rests on the simple need to assign quality control responsibilities to department managers with formal review responsibilities assigned appropriately within each department to ensure work is done correctly and in a timely manner.

The Role of the Finance Manager

The Finance Manager is a critical division head position. Like the district's Chief Plant Operators, the Finance Manager oversees staff and is responsible for technical work, reporting and other duties. In contrast to the Chief Plant Operators, the Finance Manager's work relates to each and every function, program and service of the district. Prior supervision of the Finance Manager's work under the existing organization chart may be the best example of deficiencies in the District's quality controls. Prior Finance Managers reported directly to the General Manager despite the organizational chain of command. The ambiguity between the formal chain of command and the actual chain of command is one cause of existing financial quality control problems.

Examples of deficiencies relating to previous fiscal efforts are clear. The district's current 2018/19 approved budget does not account for fiscal reserves. The district's 2016/17 audited financial statements included a "negative cash" balance for certain operating funds although no such thing as "negative cash" exists. The completion of the 2017/18 audit is already delayed due to pre-existing deficiencies in work.

Community concerns over the district's financial status have been ongoing, with good reason, and the Board goals adopted on January 3rd include "Develop the Annual Prop 218 rate review process" to improve the district's accountability to the community. The level of protests opposing the Proposition 218 rate increases in 2018 clearly indicates the need for improved accountability.

The recommended CCSD organization chart includes the Finance Manager as a division head within the Administrative Department. The Finance Manager is responsible for supervising the day to day accounting for the district and overseeing the work of accounting staff. The Finance Manager is also responsible for preparing budget analysis and reports among other duties. The overall responsibilities of the Finance Manager warrants support of a departmental manager. The Finance Manager is the individual with the primary responsibility for preparing budget analysis and reports, and the Finance Manager's work necessitates an individual with the primary responsibility to review details and ensure quality control.

The capacity of the General Manager to provide detailed review of the Finance Manager's work should not be expected, and without detailed review, fiscal deficiencies can continue to be anticipated. Instead, the General Manager should be in a position to expect that the Finance Manager's work is reviewed by the Administrative Department Head / Assistant General Manager and that the work is reliable.

The Administrative Department Manager's efforts supporting quality control does not require technical accounting skills, but rather, the ability to review budgetary analysis and compare that analysis to programs and services, labor requirements and related revenues and expenditures. By implementing fiscal quality control improvements, the General Manager will be in a position to focus on budgetary assumptions, the variances that develop during mid-year budget updates, and working with the Board of Directors and the community on how the district's financial status affects programs and services. If the General Manager is responsible for quality control of the Finance Manager's work efforts, then the General Manager will be less able to focus on Board goals, community services and programs, working with other agencies and regulatory bodies and other duties that are higher in priority than performing detailed quality control efforts associated with the Finance Manager's work.

The Role of the District Engineer

The District Engineer is one of three departmental managers and critical to upcoming development of the district's capital project delivery program. Implementing capital projects in a cost-effective manner will be important for the new District Engineer. It should include utilizing external resources such as consultants on a project-by-project basis while managing district personnel to focus on working with district committees on project priorities, funding and overall project delivery.

Improving regulatory compliance and relations with environmental resource agencies is another example of a need to improve a pre-existing deficiency that will need to be a priority for the new District Engineer. Existing staff is already pursuing improvements. The new District Engineer should be skilled in management of operating personnel and not just capital projects. The capacity of the District Engineer to produce "work-products" such as permit applications to environmental resource agencies should be restrained in the future, however, as compared to the past. The District Engineer must be engaged in

managing internal personnel and consultants in a manner that utilizes the strengths of both while establishing a strong internal system of record keeping on projects that promotes accountability to the community.

One particular area of emphasis for the District Engineer should be on workload analysis associated with capital projects. Workloads associated with capital projects can fluctuate more dramatically than workloads associated with day to day activities. The District Engineer must work closely with the Assistant General Manager and Finance Manager on technical evaluations of workloads to promote quality controls so that the General Manager can rely on that information for recommendations to the Board and decision making.

Overall, a District Engineer who is effective at personnel management and capital projects may eliminate the need to fill the Utilities Manager position that was incorporated into the Prop. 218 analysis prepared by Bartle Wells. Effectively supervising the district's Chief Plant Operators and providing them the resources needed to operate and maintain utilities infrastructure, supervising and providing guidance to the Engineering Department Management Analyst and utilizing consultants on capital improvement projects is not overly broad and should not overburden the District Engineer. If workloads for the capital improvement program grow significantly, which is possible, CCSD should consider a capital project assistant for the District Engineer, similar to the Management Analyst position, instead of a Utilities Manager. Nevertheless, for illustrative purposes, also attached is an organization chart including a Utilities Manager.

The Role of the Administrative Department Head / Assistant General Manager

The role of the Administrative department includes several important functions that range from payroll and accounts payable to human resources and records managements. Administrative support for operating departments is important for a well-organized and cost-effective agency. Efficient procedures to procure consultants on capital projects, goods and services for maintenance activities, and staff training and development are just a few examples where administrative staff can promote the effectiveness of operating staff. The Administrative Department Head / Assistant General Manager should be primarily responsible for technical details associated with interdepartmental coordination and should be in a direct chain of command to advise the General Manager on those details.

Specific areas of responsibility for the Administrative Department cover all departments. Whether administrative responsibilities relate to detailed payroll analysis on capital projects, the costs associated with Fire Department operations, or the need to comply with purchasing policies while procuring goods and services, the Administrative Department Manager needs a strong understanding of the District to effectively assist the General Manager. Attached is a list of ways in which the Assistant General Manager can support the General Manager.

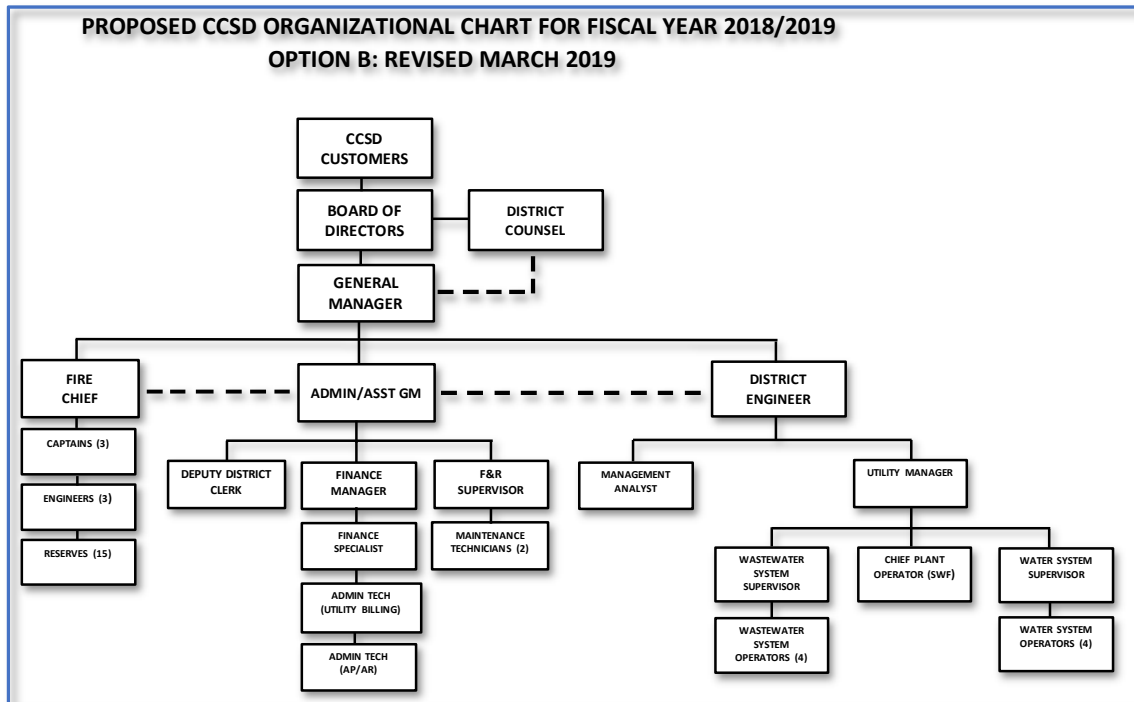
Assistant General Manager - Roles and Responsibilities

(Not including the duties of the Administrative Department Manager)

- To act as the General Manager in his/her absence.
- To support the new General Manager in moving the District forward into a new era.
- Support the GM with internal personnel management by aligning Board adopted goals with staff goals, priorities and duties.
- Support the GM, with coordination of other departmental managers, tracking and recommendations on:
 - State legislation.
 - CSDA & SDRMA initiatives and those of other support organizations.
 - Proposals from community organizations.
 - Efforts of County committees such as WRAC and RWMG.
 - Efforts associated with regulatory agencies.
- Support the GM, while coordinating with the District Engineer, tracking and recommendations on current and ongoing projects:
 - Status
 - Prioritization
 - Contracts
- Provide consistent formatting (templates) to develop staff and department goals, priorities, and duties and aligning them with Board approved goals.
- Assist staff with short and mid-term priorities based on adopted goals.
- Assist staff with tracking of goals, providing status through regular updates.
 - Consistent tracking and updates of goals will help to fuel agenda items.
- Provide support to managers and supervisors by identifying mentoring and training opportunities.
 - Legally mandated training
 - Job specific training
 - Career development training
- Assist managers and supervisors in employee development.
 - Assistance to improve performance for employees who warrant extra mentoring
 - Identify areas for needed improvement for CPOs to enhance abilities to take over the regulatory reports
 - Identify capacity level of department and employees
- Support Standing Committee goals.

Illustration #3 includes the addition of a Utility Manager position.

Illustration 3



The Utility Manager position was identified in the “Water Rate Study” prepared by Bartle Wells Associates dated July 5, 2018. At this time, however, filling the position is not recommended because it is not immediately needed. Unlike the vacant District Engineer position, which does need to be filled at this time, the Utility Manager position will not be needed if the recruitment for the new District Engineer seeks an individual who can supervise the CCSD Chief Plant Operators and the Engineering Department Management Analyst while also managing and directing the district’s capital project delivery program. Cost savings achieved by not hiring a Utility Manager will directly benefit CCSD by increasing financial resources available for capital project implementation.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **13.A.**

FROM: William Hollingsworth, Fire Chief

Meeting Date: April 18, 2019

Subject: DISCUSSION AND CONSIDERATION
TO PROVIDE DIRECTION TO THE
FINANCE COMMITTEE REGARDING
SECURING FUNDING SOURCES FOR
PERMANENT FIREFIGHTER
POSITIONS

RECOMMENDATIONS:

Staff recommends the CCSD Board of Directors discuss and provide direction to the Finance Committee regarding securing alternative funding sources for the permanent hire and retention of three full-time Firefighter positions for the Cambria CSD Fire Department.

FISCAL IMPACT:

The Fire Department is funded primarily through general tax revenue received from the County of San Luis Obispo. The Fire Department's adopted budget for fiscal year 2018/2019 is approximately \$2.22 million. Of that amount, \$1.75 million comes from property tax, \$451,000 comes from a special assessment, with an approximate \$33,000 of income from smaller miscellaneous sources. All personnel costs and operating expenses are included in the \$2.22 million dollar figure. Any addition to personnel and staffing would necessitate either a greater percentage allocation of the San Luis Obispo County general tax revenue to the CCSD, or some alternative method of funding.

The Finance Department has developed a cost matrix that shows the range of pay or required finances to encumber three full-time positions. Multiple items were factored into this cost projection. Those items included salary, paramedic pay, social security, Medicare, PERS, and medical insurance to list a few. There is significant variance in the range of pay dependent upon issues specific to each possible employee hired. Therefore, the low-cost estimate would be in the \$250,000/year range, while the high-cost estimate would be in the \$365,000/year range. The average annual cost increase to the CCSD budget would be approximately \$307,000/year. It is important to remember two additional issues. First, all new employees would be hired at entry level pay positions, which would keep costs on the lower end of the scale for a longer period. Second, any direction to the Finance Committee to secure additional funding should include direction to work with both the Finance Department and Fire Department to ensure the current accuracy of all projected financial information.

DISCUSSION: The Fire Department, Fire Ad Hoc Committee, Administration, and the Board of Directors have been reviewing options related to the need to provide additional, regular staffing for emergency response. Currently, daily staffing is limited to two full-time personnel (one Captain and one Engineer), plus one part-time Reserve Firefighter. Safety standards, at all levels of emergency industry, suggest that fire engines should be staffed at a level of four personnel.

In 2015, Cambria CSD Fire Department was awarded a SAFER (Staffing for Adequate Fire Emergency Response) Grant and hired three Firefighters with funding from FEMA. The SAFER Grant fully funded the three positions for a period of two years. In June of 2018, the CCSD placed Measure A-18 on the local ballot, which would have raised the necessary funds to keep the three Firefighters on staff and encumber those cost indefinitely. Although the measure gained greater than 50% approval, it did not reach the required two-thirds vote to pass, and the three Firefighters were laid off. Anticipating this possibility, Cambria CSD Fire Department applied for and was successfully awarded a second SAFER Grant; however, this grant was formulated differently and would have required a partial match in funding. In light of FEMA’s changes, the CCSD Board voted not to accept the second SAFER Grant, which has kept the regular daily staffing at three (two career and one part-time reserve).

The fire service has continued to evolve and progress, matching its equipment, personnel and staffing numbers to meet the necessary demands of emergency response delivery to its service community. Specific benchmarks and safety standards have been developed by governing agencies (such as NFPA, NIOSH and FEMA) to ensure the safety of emergency workers when responding to inherently dangerous situations. Even more impactful, the non-emergent, routine demands of regular programs like defensible space, fire hazard fuel reduction, fire prevention, public education and fire marshal duties are growing at an exponential rate. Paired with these demands are the increasing entry level and recurring training and certification requirements that greatly limit the possibility of utilizing a “volunteer” approach to staffing. This is no longer an option for success. A long-term, permanent funding solution must be established to maintain full-time, career personnel, at the suggested safety levels identified by recognized governing agencies.

From a strategic standpoint, increased permanent staffing is the correct course of action, and meets the need and growth direction of the Fire Department; it also addresses inadequate staffing and safety issues identified by governing agencies. In addition, the increase in staffing will further allow for program growth and development and improved functionality within the department. Therefore, the Board of Directors should direct the Finance Committee to identify possible funding solutions to secure permanent funding that will fully encumber the full-time costs of three additional personnel. Additionally, once that resource is identified, the Fire Department should be directed to apply for the next available SAFER grant, to offset the hiring costs of those three positions for a longer period. A report with detailed funding options should be developed and presented to the Board for further discussion and consideration.

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___PIERSON___FARMER___RICE___STEIDEL___HOWELL___

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **13. B.**

FROM: Monique Madrid, Administrative Department Manager
Paavo Ogren, Interim General Manager
Pamela Duffield, Finance Manager

Meeting Date: April 18, 2019 Subject: DISCUSSION AND REVIEW OF FY
2018/2019 MID-YEAR BUDGET

RECOMMENDATIONS:

Staff recommends the Board of Directors discuss and review the following:

- 1) Review the FY 2018/19 Mid-year Budget Analysis for revenues and expenditures as of December 31, 2018.

FISCAL IMPACT:

No budget adjustments are recommended at this time.

Staff will provide recommended changes to the FY 2018/19 Adopted Budget with the 3rd quarter budget report at the Board's regular meeting in May. At this time, a revised format for mid-year budget review has been developed for discussion based primarily on the 2nd quarter information previously presented at the February 28, 2019 regular Board meeting. Certain updates are included in the attached worksheets to reflect Board actions that occurred after the initial mid-year budget presentation, which are also discussed below.

DISCUSSION:

Staff has worked with and received recommendations from the Resources & Infrastructure Committee on the CIP Workplan and the Finance Committee on the FY 2018/19 Mid-Year Budget. The FY 2018/19 mid-year budget review includes both revenues and expenditures for the period July 1, 2018 through December 31, 2018, which represents 50% of the fiscal year.

During a recent Finance Committee meeting, staff and committee members discussed the District's goal to develop a comparison of estimates and assumptions in the Prop. 218 rate increases to actual fiscal results. An ad-hoc committee was established and worked with staff in the development of an excel-based fiscal comparative model. The new reporting format is more user-friendly for both staff and the public in analyzing original budget vs mid-year budget and estimated actuals vs Prop. 218 estimates. Additional revisions will follow based on input from the members of the Finance Committee and also when the Tyler financial management system is implemented. Those upgrades will enhance but not significantly alter the attached "version 1.0."

The following Fund level detail reflects the February 28, 2019 mid-year budget review, with the exception of a) Water Fund – SWF Capital noting an unanticipated variance in both revenues

and expenditures, b) financing of capital equipment which has since been approved by your Board, and c) Board direction on the wastewater interfund loan repayment to avoid a fund level deficit at year-end.

GENERAL FUND

The General Fund includes department activities for Fire, Facilities, Parks Recreation & Open Space (PROS) and Administration. Total revenues in the General Fund of \$5,121,810 have been offset by total expenditures of \$5,126,658, resulting in an operating surplus of \$4,848. Significant variances for each department are provided below:

Fire Department – Mutual Aid response by CCSD Fire Department staff has resulted in additional personnel services, which are anticipated to be offset by additional reimbursement from the State of California.

Facilities & Resources Department - There is not an anticipated variance in the overall budget of Facilities & Resources Department, but there is a variance in both revenue and expenditures due to the purchase of a tractor and a mower. Each of these purchases are offset by additional revenue of a grant from the Fire Safe Council and loan proceeds from financing the tractor.

Administration - There is an increase in revenues anticipated due to unused employee health reimbursement funding and corrections to allocated overhead related to legal services. The allocated overhead corrections will also be reflected each department's expenditure projections. The most significant variance in Administration are in personnel, legal and temporary help services.

WATER FUND

The Water Fund includes department activities for Water Operations and the Sustainable Water Facility (SWF). Total revenues in the Water Fund of \$4,291,836 have been offset by total expenditures of \$4,098,471, resulting in an operating surplus of \$193,365. Significant variances for each department are provided below:

Water Department Operations – Additional revenues are projected due to the approved rate increase, effective November 1, 2018. The Capital Improvement Project (CIP) Workplan includes reallocating existing budget for Santa Rosa Creek Pedestrian Bridge, Leimert Service Lines and Rodeo Ground Pump Station to allocate new budget to SR 4 SCADA System and a new Vehicle Replacement Program Reserve.

BOD action in November 2018 approved the purchase of a replacement dump truck and the associated financing. Subsequent BOD discussions reconsidered but ultimately approved the financing

Water Department: SWF Operations & Maintenance - Additional revenues are projected due to the approved rate increase, effective November 1, 2018. Various expenditure variance is anticipated in maintenance & repairs, permitting fees, equipment rental and renewing the SWF performance bonds. These costs were either not budgeted or were budgeted for less months than are reflective in the actual expenditures as of December 31, 2018.

Water Department: SWF Capital – Additional expenditures are anticipated for legal services.

Updated variance – There is approximately \$69,000 in unanticipated sales tax revenues, due to the refund of previously paid sales tax during the construction of the SWF. These revenues will be used to offset the planned expenditure of the Impoundment Basin Design Evaluation of \$11,885 and the previously noted increases legal services.

WASTEWATER FUND

The Wastewater Fund includes department activities for the Wastewater Department. Total revenues in the Wastewater Fund of \$2,537,512 have been offset by total expenditures of \$2,537,512, resulting in no surplus or deficit. Significant variances are provided below:

Wastewater Department Operations - Additional revenues are projected due to the approved rate increase, effective November 1, 2018. Various expenditure variances are anticipated in maintenance & repairs, sludge removal and electrical services. The overall service and supplies accounts were budgeted at lower levels than the prior year although actual expenditures as of December 31, 2018 continue at the rate consistent with the prior year. The CIP Workplan includes allocating new budget to the Digester Handrails and Lift Station A-1 Control Panel.


BOD action in December 2018 approved the purchase of a replacement crane truck but did not approve the associated financing. Subsequent discussions with the Finance Committee support financing the crane truck, which was also approved by your Board along with direction that repayment of the interfund loan would be for an amount that avoided a deficit in the Wastewater Fund at the end the year.


Staff appreciates the feedback from both the Finance and Budget Ad-Hoc Committees, during the development of the new budget model. In the coming months, recommendations on budget adjustments and reserves are anticipated for your Board’s consideration, which will also help preview the District’s financial status leading into 2019-20 budget discussions.


Attachment: A) Mid-Year Budget FY 2018/2019 v.1


BOARD ACTION: Date _____ Approved: _____ Denied: _____


UNANIMOUS: ___PIERSON___ FARMER___ RICE___ STEIDEL___ HOWE


 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01								
ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01	2018/19		2018/19	ACTUAL AT 12/31/2018	ESTIMATED ACTUAL	2018/19	
		ADOPTED BUDGET	APPROVED ADJUSTMENTS	APPROVED BUDGET			EST. BUDGET VARIANCE	
USES OF FUNDS								
SALARIES & WAGES								
5000	Salary & Wages	671,189		671,189	283,581	42%	609,102	62,087
5010	Overtime	128,000		128,000	91,673	72%	168,100	(40,100)
5020	Standby	5,000		5,000	1,170	23%	2,500	2,500
5031	Reserve Firefighter Pay	110,000		110,000	52,591	48%	118,800	(8,800)
5040	Sick/Vacation Pay	0		0	28,784		59,000	(59,000)
5050	Holiday Pay	0		0	3,227		5,000	(5,000)
Total Salaries & Wages		\$914,189	\$0	\$914,189	\$461,026	50%	\$962,502	(\$48,313)
BENEFITS								
5101	Uniform Allowance	2,500		2,500	2,500	100%	2,500	0
5102	Dental Insurance	14,268		14,268	5,955	42%	13,082	1,186
5103	Medical Insurance	131,783		131,783	55,166	42%	114,883	16,900
5105	Life Insurance	900		900	318	35%	900	0
5106	FICA	52,510		52,510	26,355	50%	53,055	(545)
5107	Medicare	13,330		13,330	6,586	49%	13,485	(155)
5108	Workers Compensation	47,815		47,815	14,954	31%	50,339	(2,524)
5109	PERS - Retirement	204,631		204,631	99,113	48%	220,024	(15,393)
5111	Payroll Tax Expense	0		0				0
5112	UI Reim Benefit	0		0				0
5120	Other Employee Benefits	2,600		2,600	1,250	48%	2,600	0
5121	Retirees Health	51,998		51,998	23,459	45%	51,998	(0)
5122	Medical Reimbursements - HRA	9,100		9,100	7,625	84%	15,600	(6,500)
Total Benefits		\$531,435	\$0	\$531,435	\$243,281	46%	\$538,466	(\$7,031)
Total Personnel Services		\$1,445,624	\$0	\$1,445,624	\$704,307	49%	\$1,500,968	(\$55,344)
SERVICES & SUPPLIES								
6010	Ads-Legal/Other	0		0	257		500	(500)
6011I	Public Information	0		0				0
6011W	Public Information - Website	0		0				0
6014	Public Events	0		0				0
6031F	Maint & Repair Water Dept -Fire Hydrant	1,000		1,000	0	0%	1,000	0
6032S	M & R-Disposal of Sludge	0		0				0
6033B	M&R Buildings	5,000		5,000	2,161	43%	5,000	0
6033G	Maint & Repair - Grounds (formerly 6042)	2,000		2,000	830	42%	2,000	0
6033R	M & R - Ranch	0		0				0


 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01									
ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01	2018/19		2018/19	ACTUAL AT		ESTIMATED ACTUAL	2018/19	
		ADOPTED BUDGET	APPROVED ADJUSTMENTS	APPROVED BUDGET	12/31/2018			EST. BUDGET	VARIANCE
6036	M & R - Emergency	0		0					0
6040	Maintenance & Repair - Equipment	1,500		1,500	1,680	112%	4,032		(2,532)
6041L	Maint and Repair - Vehicles - Licensed	25,000		25,000	7,053	28%	20,000		5,000
6042	Old M & R Bld/Grd	0		0					0
6044	Computer/Copier /Printer Srvc/Maint/Agree	2,000		2,000	1,899	95%	4,558		(2,558)
6045	Computer/Copier/Printer Supplies/Maint.	0		0	38		100		(100)
6048	Security and Safety	1,200		1,200	514	43%	1,200		0
6048E	Safety - Medical	0		0					0
6050	Office Supplies	2,000		2,000	1,399	70%	3,358		(1,358)
6051	Printing & Shipping	0		0					0
6052	Bank Charges	0		0					0
6053	Printing/Forms	3,000		3,000	78	3%	187		2,813
6054	Membership -Dues , Publications & Books	6,000		6,000	4,974	83%	6,000		0
6055	Government Fees and Licenses	47,000		47,000	45,422	97%	45,922		1,078
6059	Bad Debt	0		0					0
6060C	Utilities Cell Phone	3,000		3,000	1,504	50%	3,000		0
6060E	Utilities Electricity	8,925		8,925	4,162	47%	8,324		601
6060G	Utilities Gas	2,230		2,230	617	28%	1,234		996
6060I	Utilities Internet Access	2,730		2,730	642	24%	1,284		1,446
6060P	Utilities Phone-Land Lines, Faxes, Alarms	4,700		4,700	2,174	46%	4,348		352
6060S	Utilities Sewer	1,325		1,325	803	61%	1,205		120
6060W	Utilities Water	2,130		2,130	1,226	58%	1,839		291
6063	M&R Communications Equipment	0		0					0
6080	Old Professional Services - Engineering	0		0					0
6080K	Prof Services-District Counsel	9,000		9,000	0	0%	0		9,000
6080L	Land Conservancy-Lot Inventory, Etc.	0		0					0
6080M	Prof Services - Miscellaneous/Other	5,000		5,000	150	3%	5,000		0
6080T	Prof Services - Temporary	0		0					0
6086	Outside Services	0		0					0
6089	Emergency Medical Supplies	6,500		6,500	2,806	43%	6,500		0
6090	Department Operating Supplies	15,000		15,000	8,908	59%	21,379		(6,379)
6093	Small Tools and Equipment	2,500		2,500		0%	1,000		1,500
6094	Clothing and Uniform	8,750		8,750		0%	4,000		4,750
6095	Office Furnishings & Equipment	0		0					0
6096	Fuel -Gas and Diesel	20,000		20,000	13,398	67%	20,000		0
6115	Meeting Expense	0		0	32		100		(100)
6120A	Employee ALS Cert/Recruit Training	3,500		3,500	1,159	33%	2,782		718
6120E	Travel, Training, Seminars - Employees	32,500		32,500	6,973	21%	25,000		7,500

 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01								
ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01	2018/19		2018/19 APPROVED BUDGET	ACTUAL AT 12/31/2018	ESTIMATED ACTUAL	2018/19 EST. BUDGET VARIANCE	
		ADOPTED BUDGET	APPROVED ADJUSTMENTS					
6120R	Training - Reimbursement	0		0			0	
6124	Employee Recognition	300		300				
6125	Employee Recruitment	0		0	0	0	300	
6220A	Fire Dept - Aware/Eductn/CERT/Vol Progrm	6,000		6,000	18	43	(43)	
6220B	Fire Dept - SC BA Brthg Apts/Resprty Test	2,000		2,000	1,288	5,000	1,000	
6220D	Fire Dept Disaster Preparedness	7,000		7,000	375	900	1,100	
6220E	Fire Dept -EOC Upgrade	0		0	0	0	7,000	
6220F	Fire Dept Fr Haz Defensible Spc/Chipping	15,000		15,000	0	10,000	0	
6220H	Fire Dept - Haz Mat Phys	0		0	0	0	5,000	
6220P	Personal Protective Equipment	10,000		10,000	0	0	0	
6220R	FHRP Contract	0		0	1,231	10,000	0	
6220S	Fire Dept - Surf Rescue/NCOR Program	6,000		6,000	29,356	29,356	(29,356)	
6602	Transit Expense	0		0	4,873	6,000	0	
Total Services & Supplies		\$269,790	\$0	\$269,790	\$148,000	55%	\$262,151	\$7,639
CAPITAL OUTLAY								
6170	Capital Asset-Install Radio in 5792	0		0			0	
6170B	Chief/Command Pickup (5 Year Lease)	0		0			0	
6170C	USAR Equipment (Urban Search & Res	3,400		3,400	0	3,400	0	
6170D	Image Trend Elite Project Management	12,000		12,000		6,000	6,000	
6170F	Zoll X Series EKG	40,000		40,000	34,575	34,575	5,425	
6170G	Command Vehicle Buildup	31,000		31,000	27,526	27,526	3,474	
Total Capital Outlay		\$86,400	\$0	\$86,400	\$62,101	72%	\$71,501	\$14,899
DEBT SERVICE								
6180H	Principal on Fire Engine lease/Purchase	121,455		121,455	121,455	121,455	0	
6190	Interest on Fire Engine Lease/Purchase	11,919		11,919	11,919	11,919	0	
Total Debt Service		133,374	\$0	\$133,374	\$133,374	100%	\$133,374	\$0
ADMINISTRATIVE COST ALLOCATION								
6200	Allocated Overhead	351,294		351,294	175,647	354,088	(2,794)	
Total Administrative Cost Allocation		\$351,294	\$0	\$351,294	\$175,647	50%	\$354,088	(\$2,794)
Total Expenditures		\$2,286,482	\$0	\$2,286,482	\$1,223,429	54%	\$2,322,082	(\$35,600)
OPERATING SURPLUS/(DEFICIT)		(\$62,023)	\$0	(\$62,023)	\$44,886		(\$4,851)	\$57,172

 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01							
ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01	2018/19 ADOPTED BUDGET	2018/19 APPROVED ADJUSTMENTS	2018/19 APPROVED BUDGET	ACTUAL AT 12/31/2018	ESTIMATED ACTUAL	2018/19 EST. BUDGET VARIANCE
	TRANSFERS & ENCUMBRANCES						
01 4625	Transfers In - From General Fund	62,023		62,023			(62,023)
	(Transfers Out)			0			0
	Encumbrances - Sources of Funding						
	Encumbrances - (Designated Funds)						
	NET TRANSFERS & ENCUMBRANCES	\$62,023	\$0	\$62,023	\$0	\$0	(\$62,023)
	RESERVES						
	Use of Reserves			0			0
	(Additions to Reserves)			0			0
	Other Adjustments			0			0
	RESERVES - INCREASE / (DECREASE)	\$0	\$0	\$0	\$0	\$0	\$0
	NET BUDGETARY SOURCES/USES	\$0	\$0	\$0	\$44,886	(\$4,851)	(\$4,851)
	RESERVES						
	Beginning Reserves						
	Operating Surplus / (Deficit)	(\$62,023)	\$0	(\$62,023)	\$44,886	(\$4,851)	\$57,172
	Transfers & Encumbrances	\$62,023	\$0	\$62,023	\$0	\$0	(\$62,023)
	ENDING RESERVES	\$0	\$0	\$0	\$44,886	(\$4,851)	(\$4,851)

 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02								
ACCOUNT NO.	GENERAL FUND (GF) FACILITIES & RESOURCES - 02	2018/19		2018/19	ACTUAL AT		2018/19	
		ADOPTED BUDGET	APPROVED ADJUSTMENTS	CURRENT BUDGET	12/31/2018	ESTIMATED ACTUAL	EST. BUDGET VARIANCE	
5107	Medicare	3,179		3,179	1,435	45%	3,179	0
5108	Workers Compensation	12,073		12,073	3,806	32%	12,073	0
5109	PERS - Retirement	46,497		46,497	19,270	41%	46,497	0
5120	Other Employee Benefits	2,600		2,600	1,250	48%	2,600	0
5121	Retirees Health	21,250		21,250	10,448	49%	21,250	0
5122	Medical Reimbursements - HRA	3,900		3,900	2,475	63%	5,200	(1,300)
Total Benefits		\$157,074	\$0	\$157,074	\$71,242	45%	\$159,292	(\$2,218)
Total Personnel Services		\$372,484	\$0	\$372,484	\$172,264	46%	\$376,202	(\$3,718)
SERVICES & SUPPLIES								
6010	Ads - Legal/Other	0		0				0
6014	Public Events	0		0				0
6033B	Maintenance & Repairs - Buildings	12,000		12,000	1,479		12,000	0
6033G	Maintenance & Repairs - Grounds	20,500		20,500	5,295		20,500	0
6033L	M & R - Street Lights	3,000		3,000	120	4%	3,000	0
6033R	M & R - Ranch	50,000		50,000	28,364		50,000	0
6033V	M & R - Vet's Hall	12,000		12,000	5,810	48%	13,944	(1,944)
6040	M & R - Equipment	700		700	0	0%	500	200
6041L	Maintenance & Repairs - Vehicles Licenses	3,500		3,500	1,753		3,500	0
6041N	Maint. & Repairs - Vehicles Non-Licensed	2,500		2,500	1,125		2,700	(200)
6045	Computer/Copier/Printer Supplies/Maint.	500		500	705	141%	1,200	(700)
6050	Office Supplies	500		500	0	0%	300	200
6053	Printing/Forms	0		0				0
6055	Government Fees & Licenses	300		300	150	50%	360	(60)
6058	Cash Over (Short)	0		0				0
6059	Bad Debt	0		0		#####		0
6060C	Utilities - Cell Phone	788		788	396		792	(4)
6060E	Utilities - Electricity	23,796		23,796	11,209	47%	22,418	1,378
6060G	Utilities - Gas	1,577		1,577	1,725		3,450	(1,873)
6060I	Utilities - Internet	6,692		6,692	2,443		4,886	1,806
6060P	Utilities - Phone-Land Lines, Faxes, Alarms	504		504	392	78%	784	(280)
6060S	Utilities - Sewer	3,052		3,052	2,493	82%	3,740	(688)
6060W	Utilities - Water	4,880		4,880	3,711	76%	5,567	(687)
6070	Equipment Rental	0		0				0
6080K	Professional Services - District Counsel	4,000		4,000	0	0%	0	4,000
6080M	Professional Services - Misc./Other	4,000		4,000	2,082	52%	4,997	(997)
6090	Department Operating Supplies	14,000		14,000	4,799	34%	11,518	2,482
6091	Lab Tests	0		0		#####		0


 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02								
ACCOUNT NO.	GENERAL FUND (GF) FACILITIES & RESOURCES - 02	2018/19		2018/19	2018/19		2018/19	
		ADOPTED BUDGET	APPROVED ADJUSTMENTS	CURRENT BUDGET	ACTUAL AT 12/31/2018	ESTIMATED ACTUAL	EST. BUDGET VARIANCE	
6093	Small Tools and Equipment	6,000		6,000	1,595	27%	3,828	2,172
6094	Clothing and Uniform	1,200		1,200	1,119	93%	1,119	81
6096	Fuel - Gas and Diesel	5,000		5,000	4,920	98%	11,808	(6,808)
6115	Meeting Expenses	0		0	123	#####	295	(295)
6125	Employee Recruitment	0		0				0
Total Services & Supplies		\$180,989	\$0	\$180,989	\$81,808	45%	\$183,206	(\$2,217)
CAPITAL OUTLAY								
1470	Toro Dingo TX 1000			0	18,500	#####	18,500	(18,500)
1470	Mower			0		#####	14,203	(14,203)
Total Capital Outlay		\$0	\$0	\$0	\$18,500	#####	\$32,703	(\$32,703)
DEBT SERVICE								
	Budget Excess			0		#####	0	0
	Loan Principal - John Deere			0	522	#####	522	(522)
	Loan Principal - Ford			0	3,823		6,740	(6,740)
	Loan Principal - Western Fin (Toro)			0	560		2,265	(2,265)
	Interest Expense - Ford Motor			0	0		905	(905)
	Interest Expense - Western Finance			0	120		455	(455)
6180J	Loan Principal	6,350		6,350				6,350
6180H	Interest Expense	7,835		7,835				7,835
Total Debt Service		14,185	\$0	\$14,185	\$5,025	35%	\$10,887	\$3,298
ADMINISTRATIVE COST ALLOCATION								
6200	Allocated Overhead	112,522		112,522	56,261	50%	113,472	(950)
Total Administrative Cost Allocation		\$112,522	\$0	\$112,522	\$56,261	50%	\$113,472	(\$950)
Total Expenditures		\$680,180	\$0	\$680,180	\$333,858	49%	\$716,470	(\$36,290)
OPERATING SURPLUS/(DEFICIT)		\$0	\$0	\$0	\$62,736		(\$1)	(\$1)
TRANSFERS & ENCUMBRANCES								
01 4625	Transfers In - From General Fund			0				0
	(Transfers Out)			0				0
	Encumbrances - Sources of Funding							
	Encumbrances - (Designated Funds)							
NET TRANSFERS & ENCUMBRANCES		\$0	\$0	\$0	\$0		\$0	\$0


 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02							
ACCOUNT NO.	GENERAL FUND (GF) FACILITIES & RESOURCES - 02	2018/19		2018/19	ACTUAL AT 12/31/2018	ESTIMATED ACTUAL	2018/19
		ADOPTED BUDGET	APPROVED ADJUSTMENTS	CURRENT BUDGET			EST. BUDGET VARIANCE
	RESERVES						
	Use of Reserves			0			0
	(Additions to Reserves)			0			0
	Other Adjustments			0			0
	RESERVES - INCREASE / (DECREASE)	\$0	\$0	\$0	\$0	\$0	\$0
	NET BUDGETARY SOURCES/USES	\$0	\$0	\$0	\$62,736	(\$1)	(\$1)
	RESERVES						
	Beginning Reserves						
	Operating Surplus / (Deficit)	\$0	\$0	\$0	\$62,736	(\$1)	(\$1)
	Transfers & Encumbrances	\$0	\$0	\$0	\$0	\$0	\$0
	ENDING RESERVES	\$0	\$0	\$0	\$62,736	(\$1)	(\$1)





**CAMBRIA COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
PARKS, RECREATION & OPEN SPACE - GENERAL FUND - 01, DEPARTMENT - 16**


ACCOUNT NO.	GENERAL FUND (GF) PROS DEPARTMENT - 16	2018/19		2018/19 CURRENT BUDGET	ACTUAL AT 12/31/2018	ESTIMATED ACTUAL	2018/19 EST. BUDGET VARIANCE
		ADOPTED BUDGET	APPROVED ADJUSTMENTS				
SOURCES OF FUNDS							
REVENUES							
01 4001	Franchise Fees			0		#####	0
01 4310	Property Tax	45,821		45,821	25,688	56%	45,555 (266)
01 4311	County Administrative Fee	(300)		(300)		0%	(300) 0
01 4390	Miscellaneous Revenue	505		505	505	100%	505 0
				0			0
	Total Revenues	\$46,026	\$0	\$46,026	\$26,193	57%	\$45,760 (\$266)
OTHER SOURCES OF FUNDS							
				0			0
	Total Other Sources of Funds	\$0	\$0	\$0	\$0		\$0 \$0
	Total Sources of Funds	\$46,026	\$0	\$46,026	\$26,193	57%	\$45,760 (\$266)
USES OF FUNDS							
SALARIES & WAGES							
				0		#####	0
	Total Salaries & Wages	\$0	\$0	\$0	\$0	#####	\$0 \$0
BENEFITS							
				0		#####	0
	Total Benefits	\$0	\$0	\$0	\$0	#####	\$0 \$0
	Total Personnel Services	\$0	\$0	\$0	\$0	#####	\$0 \$0
SERVICES & SUPPLIES							
6011I	Public Information - General			0	276	#####	276 (276)
6033R	M & R - Ranch	20,000		20,000	0	0%	19,580 420
6053	Printing Forms	1,000		1,000	1,144	114%	1,144 (144)
6115	Meeting Expense			0		#####	0
				0			0
	Total Services & Supplies	\$21,000	\$0	\$21,000	\$1,420	7%	\$21,000 \$0
CAPITAL OUTLAY							
				0			0


 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS PARKS, RECREATION & OPEN SPACE - GENERAL FUND - 01, DEPARTMENT - 16		2018/19		2018/19	ACTUAL AT		2018/19	
ACCOUNT NO.	GENERAL FUND (GF) PROS DEPARTMENT - 16	ADOPTED BUDGET	APPROVED ADJUSTMENTS	CURRENT BUDGET	12/31/2018	ESTIMATED ACTUAL	EST. BUDGET	VARIANCE
	Total Capital Outlay	\$0	\$0	\$0	\$0	#####	\$0	\$0
	DEBT SERVICE							
				0		#####		0
	Total Debt Service	-	\$0	\$0	\$0	#####	\$0	\$0
	ADMINISTRATIVE COST ALLOCATION							
		25,026		25,026	12,513	50%	24,760	266
	Total Administrative Cost Allocation	\$25,026	\$0	\$25,026	\$12,513	50%	\$24,760	\$266
	Total Expenditures	\$46,026	\$0	\$46,026	\$13,933	30%	\$45,760	\$266
OPERATING SURPLUS/(DEFICIT)		\$0	\$0	\$0	\$12,260		\$0	\$0
	TRANSFERS & ENCUMBRANCES							
01 4625	Transfers In - From General Fund			0				0
	(Transfers Out)			0				0
	Encumbrances - Sources of Funding							
	Encumbrances - (Designated Funds)							
	NET TRANSFERS & ENCUMBRANCES	\$0	\$0	\$0	\$0		\$0	\$0
	RESERVES							
	Use of Reserves			0				0
	(Additions to Reserves)			0				0
	Other Adjustments			0				0
	RESERVES - INCREASE / (DECREASE)	\$0	\$0	\$0	\$0		\$0	\$0
NET BUDGETARY SOURCES/USES		\$0	\$0	\$0	\$12,260		\$0	\$0
	RESERVES							
	Beginning Reserves							
	Operating Surplus / (Deficit)	\$0	\$0	\$0	\$12,260		\$0	\$0
	Transfers & Encumbrances	\$0	\$0	\$0	\$0		\$0	\$0
	ENDING RESERVES	\$0	\$0	\$0	\$12,260		\$0	\$0


 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09								
ACCOUNT NO.	GENERAL FUND (GF) ADMINISTRATIVE DEPARTMENT - 09	2018/19		2018/19	ACTUAL AT		2018/19	
		ADOPTED BUDGET	APPROVED ADJUSTMENTS	CURRENT BUDGET	12/31/2018	ESTIMATED ACTUAL	EST. BUDGET VARIANCE	
SOURCES OF FUNDS								
REVENUES								
01 4001	Franchise Fees	85,000		85,000	43,447	51%	86,000	1,000
01 4013	Vacation Rental Registration Fee	600		600	270	45%	600	0
01 4126	Mandated Cost	0		0	0	#####	0	0
01 4200	Interest Income	14,500	27,960	42,460	5,569	13%	42,460	0
01 4310	Property Tax-All	0		0	0	#####	0	0
01 4311	County Administrative Fee	0		0	0	#####	0	0
01 4385	Radio Vault Rent	2,400		2,400	600	25%	2,400	0
01 4389	Public Records Request	600		600	18	3%	40	(560)
01 4390	Miscellaneous Revenue	1,500		1,500	1,105	74%	30,000	28,500
		0		0				0
Total Revenues		\$104,600	\$27,960	\$132,560	\$51,009	38%	\$161,500	\$28,940
OTHER SOURCES OF FUNDS								
	Allocated Administrative Overhead	1,859,359		1,859,359	929,680		1,880,850	21,491
				0				0
Total Other Sources of Funds		\$1,859,359	\$0	\$1,859,359	\$929,680		\$1,880,850	\$21,491
Total Sources of Funds		\$1,963,959	\$27,960	\$1,991,919	\$980,689	49%	\$2,042,350	\$50,431
USES OF FUNDS								
SALARIES & WAGES								
5000	Salary & Wages	711,227		711,227	417,592	59%	664,556	46,671
5010	Overtime	20,000		20,000	8,321	42%	20,000	0
5030	Director's	30,000		30,000	13,400	45%	30,000	0
5040	Sick Leave/Vacation Pay	0		0	18,837	#####	42,000	(42,000)
5050	Holiday Pay	0		0	15,171		26,000	(26,000)
	Prior Period Adjustment		118,346	118,346	56,225		118,346	0
Total Salaries & Wages		\$761,227	\$118,346	\$879,573	\$529,546	60%	\$900,902	(\$21,329)
BENEFITS								
5102	Dental Insurance - Ameritas	10,378	(1,202)	9,176	4,048	44%	8,371	805
5103	Med -PERS-C ARE	103,786		103,786	36,588	35%	72,342	31,444
5105	Life Insurance	700		700	180	26%	724	(24)
5106	FICA	43,701	(1,972)	41,729	18,605	45%	42,538	(809)

 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09								
ACCOUNT NO.	GENERAL FUND (GF) ADMINISTRATIVE DEPARTMENT - 09	2018/19		2018/19	ACTUAL AT		ESTIMATED	2018/19
		ADOPTED BUDGET	APPROVED ADJUSTMENTS	CURRENT BUDGET	12/31/2018		ACTUAL	EST. BUDGET VARIANCE
5107	Medicare	11,306	1,706	13,012	7,652	59%	13,201	(189)
5108	Workers Compensation	6,109	(1,647)	4,462	2,048	46%	4,491	(29)
5109	Retirement-PERS	162,088	(12,855)	149,233	64,828	43%	148,012	1,221
5111	Payroll Tax Expense	0		0	18	#####	40	(40)
5112	Unemployment Insurance					#####	14,850	(14,850)
5120	Other Employee Benefits	18,523		18,523	5,883	32%	10,195	8,328
5121	Retirees Health	72,211		72,211	37,128	51%	81,395	(9,184)
5122	Medical Reimbursements - HRA	9,800		9,800	5,026	51%	9,733	67
				0		#####		0
Total Benefits		\$438,602	(\$15,970)	\$422,632	\$182,004	43%	\$405,892	\$16,740
Total Personnel Services		\$1,199,829	\$102,376	\$1,302,205	\$711,550	55%	\$1,306,794	(\$4,589)
SERVICES & SUPPLIES								
6010	Ads - Legal/Other	0		0	344	#####	825	(826)
6011	Public Information - General	4,000		4,000	0	0%	500	3,500
6011W	Public Information - Website	5,000		5,000	4,200	84%	5,000	0
6013	Donations	0		0		#####	0	0
6014	Public Events			0		#####	0	0
6030	Insurance	117,000		117,000	112,510		115,000	2,000
6033B	Maintenance & Repairs - Buildings	0		0	1,572	#####	4,072	(4,072)
6033G	Maintenance & Repairs - Grounds	0		0	1,861	#####	4,466	(4,466)
6033V	Maintenance & Repairs - Vet's Hall	0		0				0
6041L	Maintenance & Repairs-Vehicles Licenses	0		0	184		442	(442)
6044	Computer/Copier /Printer Svcs/MaintAgree	105,780		105,780	37,719	36%	70,000	35,780
6045	Computer/Copier/Printer Supplies/Upgrades	5,000		5,000	4,384	88%	7,000	(2,000)
6048	Security & Safety	0		0	252		605	(605)
6050	Office Supplies	15,500		15,500	3,400	22%	8,160	7,340
6051	Postage & Shipping	4,850		4,850	2,114		5,074	(224)
6052	Bank Charges	4,000		4,000	2,563	64%	5,000	(1,000)
6053	Printing/Forms	1,365		1,365	536		1,286	79
6054	Membership -Dues , Publications & Books	18,000		18,000	12,406	69%	15,000	3,000
6055	Government Fees and Licenses	34,500		34,500	31,131		32,000	2,500
6058	Cash Over (Short)	0		0	(24)		0	0
6060C	Utilities Cell Phone	5,300		5,300	2,390	45%	5,736	(436)
6060E	Utilities Electricity	7,540		7,540	2,557	34%	6,137	1,403
6060G	Utilities Gas	660		660	0	0%	500	160
6060I	Utilities Internet Access	7,920		7,920	4,265		10,236	(2,316)
6060P	Utilities Phone-Land Lines, Faxes, Alarms	7,880		7,880	3,902	50%	7,000	880

 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09								
ACCOUNT NO.	GENERAL FUND (GF) ADMINISTRATIVE DEPARTMENT - 09	2018/19		2018/19 CURRENT BUDGET	ACTUAL AT 12/31/2018		2018/19 EST. BUDGET VARIANCE	
		ADOPTED BUDGET	APPROVED ADJUSTMENTS			ESTIMATED ACTUAL		
6060S	Utilities Sewer	255		255	254	100%	381	(126)
6060W	Utilities Water	260		260	115	44%	173	87
6070	Equipment Rental	500		500	251	50%	500	0
6075	Rental Expense Office Space	35,172		35,172	18,589	53%	33,176	1,996
6080A	Prof Services - Audit	8,250		8,250	0	0%	9,250	(1,000)
6080F	Prof Services - Finance	0		0	2,100	#####	5,100	(5,100)
6080K	Prof Services-District Counsel	110,000		110,000	110,014	100%	178,000	(68,000)
6080L	Prof Services-Legal	35,000		35,000	32,484	93%	35,000	0
6080M	Prof Services - Miscellaneous/Other	11,500		11,500	10,656	93%	15,200	(3,700)
6080T	Professional Services - Temporary	15,000		15,000	18,648	124%	48,951	(33,951)
6086	Outside Non-Professional Services	18,000		18,000	11,982	67%	21,000	(3,000)
6088	Claims	0		0	0	#####	0	0
6090	Department Operating Supplies	2,000		2,000	460	23%	1,000	1,000
6094	Clothing/Uniforms	0		0	19	#####	19	(19)
6095	Office Furniture/Equipment	0		0	2,042	#####	2,042	(2,042)
6096	Fuel	0		0	534	#####	1,000	(1,000)
6115	Meeting Expenses	5,000		5,000	2,118	42%	5,000	0
6120D	Travel, Training, Seminars – Directors	5,000		5,000	167	3%	2,000	3,000
6120E	Travel, Training, Seminars – Employees	15,000		15,000	3,192	21%	15,000	0
6120G	Training - LCW	4,500		4,500	0	0%	4,000	500
6124	Employee Recognition	0		0	20	#####	200	(200)
6125	Employee Recruitment	5,440		5,440	3,201	59%	5,440	0
				0		#####		0
Total Services & Supplies		\$615,172	\$0	\$615,172	\$445,112	72%	\$686,472	(\$71,300)
CAPITAL OUTLAY								
6170I	Purchase Administrative Office	0		0		#####		0
6170	Purchase Administrative Software	32,742		32,742	0	0%	32,742	0
6170	Remodel Administration Office	11,616		11,616	15,741	136%	16,341	(4,725)
6170	Capital Assets - Replace Servers	0		0		#####		0
				0		#####		0
Total Capital Outlay		\$44,358	\$0	\$44,358	\$15,741	35%	\$49,083	(\$4,725)
DEBT SERVICE								
				0		#####		0
				0		#####		0
Total Debt Service		-	\$0	\$0	\$0	#####	\$0	\$0

 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09							
ACCOUNT NO.	GENERAL FUND (GF) ADMINISTRATIVE DEPARTMENT - 09	2018/19		2018/19	ACTUAL AT 12/31/2018	ESTIMATED ACTUAL	2018/19 EST. BUDGET VARIANCE
		ADOPTED BUDGET	APPROVED ADJUSTMENTS	CURRENT BUDGET			
	ADMINISTRATIVE COST ALLOCATION						
				0		#####	0
	Total Administrative Cost Allocation	\$0	\$0	\$0	\$0	#####	\$0
	Total Expenditures	\$1,859,359	\$102,376	\$1,961,735	\$1,172,403	60%	\$2,042,349 (\$80,614)
	OPERATING SURPLUS/(DEFICIT)	\$104,600	(\$74,416)	\$30,184	(\$191,714)		\$1 (\$30,183)
	TRANSFERS & ENCUMBRANCES						
01 4625	Transfers In - From General Fund	0	58,309	58,309			58,309 0
	(Transfers Out)			0			0
	Encumbrances - Sources of Funding						
	Encumbrances - (Designated Funds)						
	NET TRANSFERS & ENCUMBRANCES	\$0	\$58,309	\$58,309	\$0		\$58,309 \$0
	RESERVES						
	Use of Reserves			0			0
	(Additions to Reserves)			0			0
	Other Adjustments			0			0
	RESERVES - INCREASE / (DECREASE)	\$0	\$0	\$0	\$0		\$0 \$0
	NET BUDGETARY SOURCES/USES	\$104,600	(\$16,107)	\$88,493	(\$191,714)		\$58,310 (\$30,183)
	RESERVES						
	Beginning Reserves						
	Operating Surplus / (Deficit)	\$104,600	(\$74,416)	\$30,184	(\$191,714)		\$1 (\$30,183)
	Transfers & Encumbrances	\$0	\$58,309	\$58,309	\$0		\$58,309 \$0
	ENDING RESERVES	\$104,600	(\$16,107)	\$88,493	(\$191,714)		\$58,310 (\$30,183)

 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS WATER FUND - 11, DEPARTMENT - 11										
ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 11	2018/19 ADOPTED BUDGET APPROVED ADJUSTMENTS		2018/19 CURRENT BUDGET	ACTUAL AT 12/31/2018	ESTIMATED ACTUAL	2018/19 EST. BUDGET VARIANCE	PROP. 218 ESTIMATES	EST. P218 VARIANCE	
SOURCES OF FUNDS										
REVENUES										
11 4000	Service Sales	2,425,327		2,425,327	1,343,591	55%	2,805,012	379,685	2,623,000	182,012
11 4007	Returned Ck Fee	800		800	435	54%	800	0		800
11 4008	Acct Setup/dlse	7,150		7,150	2,314	32%	4,500	(2,550)		4,600
11 4009	Off Hours	0		0	#####			0		0
11 4010	Water Penalty	47,600		47,600	25,050	53%	50,000	2,400		50,000
11 4011	Serv/Disc/Recon	450		450	353	78%	700	250		700
11 4012	Meter Tampering	0		0	#####			0		0
11 4014	Water Serv Fees	1,000		1,000	4,025	403%	8,000	7,000		8,000
11 4023	Penalty/Surcharge	0		0	#####			0		0
11 4050	Administrative Fee Revenue	2,000		2,000	2,048	102%	4,000	2,000		4,000
11 4100	Connect Rev-SFR	10,000		10,000	0	0%	0	(10,000)		0
11 4101	Wait List Maintenance Fee	58,000		58,000	61,292	106%	61,300	3,300	62,000	(700)
11 4110	Remodel Impact Fees	36,700		36,700	9,865	27%	20,000	(16,700)	70,000	(50,000)
11 4120	Connect Rev-Com	0		0	#####			0		0
11 4122	Retrofit In-Lieu Fee	11,000		11,000	0	0%	11,000	0		11,000
11 4124	Assignment Fees	4,150		4,150	5,300	128%	10,000	5,850		10,000
11 4128	Admin Fees	0		0	#####			0	70,000	(70,000)
11 4130	Voluntary Lot Merger	0		0	#####			0		0
11 4311	County Administrative Fee	(7,800)		(7,800)	0	0%	(7,800)	0		(7,800)
11 4360	Standby Availability Charges	175,500		175,500	106,138	60%	175,500	0	178,000	(2,500)
11 4373	Inspection Fee Revenue	9,100		9,100	6,666	73%	13,000	3,900		13,000
11 4390	Miscellaneous Revenue	1,000		1,000	0	0%	0	(1,000)		0
11 4200	Interest Income	0		0					23,000	
Total Revenues		\$2,781,977	\$0	\$2,781,977	\$1,567,077	56%	\$3,156,112	\$374,135	\$3,026,000	\$153,112
OTHER SOURCES OF FUNDS										
11 4397	Loan Proceeds - Dump Truck	76,000		76,000	0		76,000	0		76,000
Total Other Sources of Funds		\$76,000	\$0	\$76,000	\$0		\$76,000	\$0	\$0	\$76,000
Total Sources of Funds		\$2,857,977	\$0	\$2,857,977	\$1,567,077	55%	\$3,232,112	\$374,135	\$3,026,000	\$229,112
USES OF FUNDS										
SALARIES & WAGES										
5000	Salary & Wages	445,046		445,046	187,581	42%	365,166	79,880		(353,166)
5010	Overtime	35,000		35,000	16,983	49%	35,000	0		(35,000)
5020	Standby	18,250		18,250	8,750	48%	18,250	0		(18,250)
5040	Sick/Vacation Pay	0		0	24,118	#####	49,000	(49,000)		(49,000)
5050	Holiday Pay	0		0	10,015	#####	17,000	(17,000)		(17,000)
Total Salaries & Wages		\$498,296	\$0	\$498,296	\$247,447	50%	\$484,416	\$13,880	\$0	(\$484,416)

 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS WATER FUND - 11, DEPARTMENT - 11										
ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 11	2018/19		2018/19 CURRENT BUDGET	ACTUAL AT 12/31/2018	ESTIMATED ACTUAL	2018/19 EST. BUDGET VARIANCE	PROP. 218 ESTIMATES	EST. P218 VARIANCE	
		ADOPTED BUDGET	APPROVED ADJUSTMENTS							
BENEFITS										
5101	Uniform Allowance	2,000		2,000	2,000	100%	2,400	(400)	(2,400)	
5102	Dental Insurance	10,273		10,273	5,318	52%	9,100	1,173	(9,100)	
5103	Medical Insurance	86,045		86,045	42,371	49%	78,212	7,833	(78,212)	
5105	Life Insurance	550		550	291	53%	550	0	(550)	
5106	FICA	29,755		29,755	14,295	48%	28,932	823	(28,932)	
5107	Medicare	7,273		7,273	3,508	48%	7,065	208	(7,065)	
5108	Workers Compensation	25,070		25,070	6,695	27%	20,523	4,547	(20,523)	
5109	PERS - Retirement	97,237		97,237	43,652	45%	92,533	4,704	(92,533)	
5120	Other Employee Benefits	1,300		1,300	987	76%	2,026	(726)	(2,026)	
5121	Retirees Health	32,983		32,983	15,723	48%	39,534	(6,551)	(39,534)	
5122	Medical Reimbursements - HRA	7,592		7,592	5,256	69%	10,594	(3,002)	(10,594)	
	Prop 218 Estimates			0		#####	0		0	
				0		#####	0	924,000	924,000	
	Total Benefits	\$300,078	\$0	\$300,078	\$140,096	47%	\$291,469	\$8,609	\$924,000	\$632,531
	Total Personnel Services	\$798,374	\$0	\$798,374	\$387,543	49%	\$775,885	\$22,489	\$924,000	\$148,115
SERVICES & SUPPLIES										
6010	Ads - Legal/Other	0		0		#####	0		0	
6011	Public Information - General	1,000		1,000	0	0%	500	500	(500)	
6031	Old M & R Lift Station	0		0		#####	0		0	
6031D	Maintenance & Repairs	115,000		115,000	42,567	37%	102,161	12,839	279,000	176,839
6031F	Maintenance & Repairs - Fire Hydrants	6,000		6,000	0	0%	3,000	3,000	(3,000)	
6031G	Maintenance & Repairs - Generators	1,000		1,000	626	63%	1,502	(502)	(1,502)	
6031L	Maintenance & Repairs - Leimert Booster	2,000		2,000	0	0%	1,000	1,000	(1,000)	
6031M	Maintenance & Repairs - Water Meters	5,000		5,000	30	1%	5,000	0	(5,000)	
6031P	Pumps	0		0		#####	0		0	
6031Q	Maintenance & Repairs - SR3 Well	5,000		5,000	0	0%	2,500	2,500	(2,500)	
6031R	Maintenance & Repairs - SR4 Well/Filter	10,000		10,000	18,049	180%	33,000	(23,000)	(33,000)	
6031S	Maint. & Repairs - Water Storage Tanks	16,500		16,500	1,800	11%	6,800	9,700	(6,800)	
6031T	Maint. & Repairs - Water Treatment Systems	20,000		20,000	6,666	33%	15,998	4,002	(15,998)	
6031V	Maint. & Repairs - Wtr. Values (Cord Pave)	6,000		6,000	2	0%	3,000	3,000	(3,000)	
6031W	Maintenance & Repairs - Wells	15,000		15,000	15,973	106%	38,335	(23,335)	(38,335)	
6031Y	Maint. & Repairs - Water Yard/Booster St.	5,100		5,100	0	0%	2,500	2,600	(2,500)	
6031Z	Maintenance	0		0		#####	0		0	
6032D	M & R WW Disp Eff	0		0		#####	0		0	
6032L	M & R WW Lift Station	0		0		#####	0		0	
6032T	M & R WW Treatment	0		0		#####	0		0	
6033B	Maintenance & Repairs - Buildings	2,500		2,500	903	36%	11,000	(8,500)	(11,000)	
6033G	Maintenance & Repairs - Grounds	7,500		7,500	118	2%	7,500	0	(7,500)	
6036	Maintenance & Repairs - Emergency Events	30,000		30,000	0	0%	10,000	20,000	(10,000)	
6037	Maintenance & Repairs - SCADA	15,000		15,000	9,047	60%	21,713	(6,713)	(21,713)	
6040	Maintenance & Repairs - Equipment	1,000		1,000	73	7%	175	825	(175)	
6041L	Maintenance & Repairs - Vehicles Licenses	12,000		12,000	3,690	31%	8,856	3,144	(8,856)	
6041N	Maint. & Repairs - Vehicles Non-Licensed	2,000		2,000	167	8%	401	1,599	(401)	
6044	Computer/Copier/Printer Services	500		500	166	33%	398	102	(398)	
6045	Computer/Copier/Printer Goods	2,000		2,000	3,545	177%	8,508	(6,508)	(8,508)	
6048	Security & Safety	2,000		2,000	0	0%	3,500	(1,500)	(3,500)	



CAMBRIA COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
WATER FUND - 11, DEPARTMENT - 11


ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 11	2018/19		2018/19 CURRENT BUDGET	ACTUAL AT 12/31/2018	ESTIMATED ACTUAL	2018/19 EST. BUDGET VARIANCE	PROP. 218 ESTIMATES	EST. P218 VARIANCE
		ADOPTED BUDGET	APPROVED ADJUSTMENTS						
6050	Office Supplies	750		750	326 43%	782	(32)		(782)
6051	Printing & Shipping	11,054		11,054	5,914 54%	14,194	(3,140)		(14,194)
6053	Printing/Forms	4,000		4,000	967 24%	2,321	1,679		(2,321)
6054	Membership Dues, Publications/Books	15,000		15,000	289 2%	5,200	9,800		(5,200)
6055	Government Fees & Licenses	30,000		30,000	6,028 20%	30,000	0	60,000	30,000
6059	Bad Debt Expense	1,000		1,000	1 0%	100	900		(100)
6060C	Utilities - Cell Phone	2,850		2,850	1,402 49%	2,804	46		(2,804)
6060E	Utilities - Electricity	146,947		146,947	81,122 55%	162,244	(15,297)	163,000	756
6060G	Utilities - Gas	1,236		1,236	0 0%	0	1,236		0
6060I	Utilities - Internet	3,750		3,750	1,793 48%	4,303	(553)		(4,303)
6060P	Utilities - Phone-Land Lines, Faxes, Alarms	5,784		5,784	2,775 48%	6,660	(876)		(6,660)
6060S	Utilities - Sewer	779		779	768 99%	1,152	(373)		(1,152)
6060W	Utilities - Water	1,978		1,978	0 0%	0	1,978		0
6063	M & R Communications Equipment	5,000		5,000	0 0%	2,500	2,500		(2,500)
6078	Land Lease - Well Site	39,725		39,725	0 0%	40,145	(420)	40,000	(145)
6080E	Professional Services - Engineering	0		0	#####	0	0	95,000	95,000
6080G	Professional Services - GIS Development	7,500		7,500	0 0%	7,500	0		(7,500)
6080K	Professional Services - District Counsel	20,000		20,000	2,588 13%	5,000	15,000		(5,000)
6080L	Land Conservancy - Lot Inventory, Etc.	0		0	#####	0	0		0
6080M	Professional Services - Misc./Other	33,600		33,600	6,068 18%	14,563	19,037	91,000	76,437
6080V	Voluntary Lot Merger Program	20,000		20,000	3,438 17%	8,251	11,749		(8,251)
6086	Outside Services	0		0	89 #####	200	(200)		(200)
6090	Department Operating Supplies	7,500		7,500	8,575 116%	20,820	(13,320)		(20,820)
6090B	Sensor Cleaning	0		0	#####	0	0		0
6091	Lab Tests	15,000		15,000	4,618 31%	11,083	3,917		(11,083)
6091B	Operating Supplies	0		0	#####	0	0		0
6091G	Calibration	2,625		2,625	0 0%	12,000	(9,375)		(12,000)
6091H	Lab Testing	0		0	#####	0	0		0
6092	Lab Supplies	0		0	#####	0	0		0
6093	Small Tools and Equipment	6,000		6,000	3,644 61%	8,746	(2,746)		(8,746)
6094	Clothing and Uniform	8,000		8,000	2,026 25%	4,862	3,138		(4,862)
6096	Fuel - Gas and Diesel	12,000		12,000	6,111 51%	12,000	0		(12,000)
6115	Meeting Expenses	1,000		1,000	115 12%	276	724		(276)
6120E	Travel, Training, Seminars-Employees,	5,000		5,000	839 17%	3,000	2,000		(3,000)
6125	Employee Recruitment	1,500		1,500	1,029 69%	2,470	(970)		(2,470)
6610	Retrofit Program	0		0	#####	0	0		0
6611	Rebate Program - Cisterns, Toilets, Wash	7,500		7,500	0 0%	7,500	0		(7,500)
				0					0
	Total Services & Supplies	\$699,178	\$0	\$699,178	\$244,047 35%	\$678,023	\$21,155	\$728,000	\$49,977
	CAPITAL OUTLAY								
6170	Trailer-Mounted Vacuum Extractor	48,000		48,000	46,169 96%	46,169	1,831		(46,169)
6170	Air Compressor & Jack Hammer	22,700		22,700	22,557 99%	22,557	143		(22,557)
6170	Dump Truck Replacement (Ford F-650)	76,000		76,000	74,871 99%	74,871	1,129		(74,871)
6170	Zone 2 to 7 Trans Main SR Crk Ped Brdg	50,000		50,000	0 0%	20,000	30,000		(20,000)
6170	Replacement of Leimert Service Lines	40,000		40,000	0 0%	0	40,000		0
6170	Water Meter Replacement/Upgrade	50,000		50,000	0 0%	50,000	0		(50,000)
6170	GIS Update/Upgrade	10,000		10,000	0 0%	10,000	0		(10,000)




CAMBRIA COMMUNITY SERVICES DISTRICT
FUND LEVEL ANALYSIS
WATER FUND - 11, DEPARTMENT - 11

ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 11	2018/19		2018/19 CURRENT BUDGET	ACTUAL AT 12/31/2018		ESTIMATED ACTUAL	2018/19 EST. BUDGET VARIANCE	PROP. 218 ESTIMATES	EST. P218 VARIANCE
		ADOPTED BUDGET	APPROVED ADJUSTMENTS							
6170	Valve Replacements	10,000		10,000	0	0%	10,000	0		(10,000)
6170	Rodeo Grounds Pump Station Replacement	15,000		15,000	0	0%	0	15,000		0
6170	SCADA System - L/T Water Portion	0		0		#####	70,000	(70,000)		(70,000)
	Prop 218 Estimates			0		#####	0		400,000	400,000
Total Capital Outlay		\$321,700	\$0	\$321,700	\$143,597	45%	\$303,597	\$18,103	\$400,000	\$96,403
DEBT SERVICE										
6180J	Loan Principal-ford F-250	8,800		8,800	8,816	100%	8,816	(16)		(8,816)
6180H	Interest Expense	811		811	795	98%	795	16		(795)
Total Debt Service		9,611	\$0	\$9,611	\$9,611	100%	\$9,611	\$0	\$0	(\$9,611)
ADMINISTRATIVE COST ALLOCATION										
	Administrative Cost Allocation	547,451		547,451	273,726	50%	554,969	(7,518)	909,000	354,031
Total Administrative Cost Allocation		\$547,451	\$0	\$547,451	\$273,726	50%	\$554,969	(\$7,518)	\$909,000	\$354,031
Total Expenditures		\$2,376,314	\$0	\$2,376,314	\$1,058,524	45%	\$2,322,085	\$54,229	\$2,961,000	\$638,915
OPERATING SURPLUS/(DEFICIT)		\$481,663	\$0	\$481,663	\$508,553		\$910,027	\$428,364	\$65,000	(\$409,803)
TRANSFERS & ENCUMBRANCES										
01.4625	Transfers In - From General Fund			0				0		0
	(Transfers Out)			0				0		0
	Encumbrances - Sources of Funding									
	Encumbrances - (Designated Funds)									
NET TRANSFERS & ENCUMBRANCES		\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0
RESERVES										
	Use of Reserves			0				0		0
	(Additions to Reserves - Vehicle Repl)			0			25,000	25,000		25,000
	Other Adjustments			0				0		0
RESERVES - INCREASE / (DECREASE)		\$0	\$0	\$0	\$0		\$25,000	\$25,000	\$0	\$25,000
NET BUDGETARY SOURCES/USES		\$481,663	\$0	\$481,663	\$508,553		\$935,027	\$453,364	\$65,000	(\$384,803)
RESERVES										
	Beginning Reserves									
	Operating Surplus / (Deficit)	\$481,663	\$0	\$481,663	\$508,553		\$935,027	\$453,364	\$65,000	(\$384,803)
	Transfers & Encumbrances	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0
ENDING RESERVES		\$481,663	\$0	\$481,663	\$508,553		\$935,027	\$453,364	\$65,000	(\$384,803)

CAMBRIA COMMUNITY SERVICES DISTRICT										
FUND LEVEL ANALYSIS										
SUSTAINABLE WATER FACILITY - WATER FUND 39 - OPERATIONS DEPARTMENT - 25										
ACCOUNT NO.	WATER FUND SWF DEPARTMENT - 25	2018/19 ADOPTED BUDGET	2018/19 APPROVED ADJUSTMENTS	2018/19 CURRENT BUDGET	ACTUAL AT 12/31/2018	ESTIMATED ACTUAL	2018/19 EST. BUDGET VARIANCE	PROP. 218 ESTIMATES	EST. P218 VARIANCE	
SOURCES OF FUNDS										
REVENUES										
39 4041	SWF Water Base - Residential (SFR, MFR)	270,000		270,000	145,384	54%	298,350	28,350	1,009,000	(710,650)
39 4042	SWF Base Vac	24,000		24,000	12,908	54%	26,520	2,520		26,520
39 4043	SWF Base Com Ld	23,000		23,000	11,570	50%	23,805	805		23,805
39 4044	SWF Base Com Wt	52,000		52,000	25,127	48%	49,530	(2,470)		49,530
39 4051	SWF Water Usage - Residential (SFR, MFR)	289,000		289,000	166,966	58%	317,900	28,900		317,900
39 4052	SWF Use Vac Rnt	26,000		26,000	15,332	59%	27,820	1,820		27,820
39 4053	SWF Use Com Ld	133,000		133,000	76,014	57%	144,305	11,305		144,305
39 4054	SWF Use Com Wtr	89,000		89,000	48,165	54%	96,788	7,788		96,788
39 4200	Interest Income	8,000		8,000	1,582	20%	6,000	(2,000)		6,000
				0				0		0
Total Revenues		\$914,000	\$0	\$914,000	\$503,048	55%	\$991,018	\$77,018	\$1,009,000	(\$17,982)
OTHER SOURCES OF FUNDS										
				0				0		0
Total Other Sources of Funds		\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0
Total Sources of Funds		\$914,000	\$0	\$914,000	\$503,048	55%	\$991,018	\$77,018	\$1,009,000	(\$17,982)
USES OF FUNDS										
SALARIES & WAGES										
5000	Salary & Wages	159,134		159,134	48,118	30%	143,194	15,940		(143,194)
5010	Overtime	10,000		10,000	1,475	15%	4,000	6,000		(4,000)
5020	Standby	5,000		5,000	0	0%	0	5,000		0
5040	Sick/Vacation Pay			0	2,780	#####	5,800	(5,800)		(5,800)
5050	Holiday Pay			0	2,203	#####	3,800	(3,800)		(3,800)
	Prop 218 Estimates			0					251,000	251,000
Total Salaries & Wages		\$174,134	\$0	\$174,134	\$54,576	31%	\$156,794	\$17,340	\$251,000	\$94,206
BENEFITS										
5101	Uniform Allowance	400		400	434	109%	400	0		(400)
5102	Dental Insurance	2,455		2,455	1,849	75%	3,358	(903)		(9,358)
5103	Medical Insurance	24,694		24,694	9,025	37%	24,395	299		(24,395)
5105	Maintenance & Repairs - Vehicles Licenses	200		200	56	28%	115	85		(115)
5106	FICA	10,408		10,408	2,972	29%	9,331	1,077		(9,331)
5107	Medicare	2,540		2,540	777	31%	2,291	249		(2,291)
5108	Workers Compensation	8,294		8,294	880	11%	6,742	1,552		(6,742)
5109	PERS - Retirement	13,533		13,533	10,495	78%	25,403	(11,870)		(25,403)
5120	Office Supplies	650		650	688	106%	1,637	(987)		(1,637)
5122	Medical Reimbursements - HRA	2,379		2,379	163	7%	390	1,989		(390)
Total Benefits		\$65,553	\$0	\$65,553	\$27,339	42%	\$74,062	(\$8,509)	\$0	(\$74,062)
Total Personnel Services		\$239,687	\$0	\$239,687	\$81,915	34%	\$230,856	\$8,831	\$251,000	\$20,144
SERVICES & SUPPLIES										
6031F	Maintenance & Repairs - Fire Hydrants	0		0		#####	0			0
6031G	Maintenance & Repairs - Generators	0		0		#####	0			0


 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS SUSTAINABLE WATER FACILITY - WATER FUND 39 - OPERATIONS DEPARTMENT - 25										
ACCOUNT NO.	WATER FUND SWF DEPARTMENT - 25	2018/19		2018/19 CURRENT BUDGET	ACTUAL AT 12/31/2018		ESTIMATED ACTUAL	2018/19 EST. BUDGET VARIANCE	PROP. 218 ESTIMATES	EST. P218 VARIANCE
		ADOPTED BUDGET	APPROVED ADJUSTMENTS							
6031Z	Maintenance	15,000		15,000	8,398	56%	20,155	(8,155)		(20,155)
6032B	Off-Hauling RO Brine	3,000		3,000	0	0%	3,000	0		(3,000)
6033B	Maintenance & Repairs - Buildings	0		0	570	#####	1,368	(1,368)		(1,368)
6033G	Maintenance & Repairs - Grounds	0		0	840	#####	2,016	(2,016)		(2,016)
6036	Maintenance & Repairs- Emergency	5,000		5,000	15,367	307%	36,881	(31,881)		(36,881)
6044	Comp/Copier/Printer Services	0		0	167	#####	401	(401)		(401)
6051	Postage & Shipping	0		0	1,572	#####	3,773	(3,773)		(3,773)
6053	Government Fees & Licenses	0		0	20,806	#####	22,000	(22,000)		(22,000)
6060C	Utilities - Cell Phone	0		0	108	#####	216	(216)		(216)
6060E	Utilities - Electricity	22,000		22,000	7,800	35%	15,600	6,400		(15,600)
6070	Equipment Rent	0		0	10,080	#####	24,192	(24,192)		(24,192)
6080K	Professional Services - District Counsel	15,000		15,000	0	0%	0	15,000		0
6080M	Professional Services - Misc./Other	10,000		10,000	7,014	70%	16,834	(6,834)		(16,834)
6080L	Professional Services - Legal	0		0	2,795	#####	6,708	(6,708)		(6,708)
6086	Outside Services	0		0	18	#####	43	(43)		(43)
6090	Department Operating Supplies	0		0	#####			0		0
6090B	Sensor Cleaning	0		0	#####			0		0
6091	Lab Tests	10,000		10,000	2,550	26%	10,000	0		(10,000)
6091B	Operating Supplies	4,000		4,000	1,895	47%	4,548	(548)		(4,548)
6091E	Baseline Mon	0		0	#####			0		0
6091F	Remote Monitoring	10,000		10,000	6,000	60%	6,000	4,000		(6,000)
6091G	Calibration	0		0	#####			0		0
6091H	Lab Testing	0		0	#####			0		0
6092	Lab Supplies	1,000		1,000	990	99%	2,376	(1,376)		(2,376)
6094	Clothing and Uniform	0		0	70	#####	168	(168)		(168)
6096	Fuel - Gas and Diesel	0		0	2,220	#####	4,440	(4,440)		(4,440)
6115	Meeting Expense	0		0	#####			0		0
6120E	Travel, Training, Seminars - Employees	0		0	454	#####	1,090	(1,090)		(1,090)
6125	Employee Recruitment	0		0	#####			0		0
6195	Vehicles	0		0	2,106	#####	5,054	(5,054)		0
6829D	Performance Bonds	35,825		35,825	0	0%	71,650	(35,825)		(71,650)
6829M	Financial Services	0		0	#####			0		0
6829S	EWS Environmental Prop 218 Estimates	0		0	#####			0	130,000	130,000
Total Services & Supplies		\$130,825	\$0	\$130,825	\$91,820	70%	\$258,513	(\$127,688)	\$130,000	(\$123,459)
CAPITAL OUTLAY										
6170E	Impoundment Basin Prop 218 Estimates	35,000		35,000	386	1%	35,000	0		(35,000)
				0	#####			0	211,000	211,000
Total Capital Outlay		\$35,000	\$0	\$35,000	\$386	1%	\$35,000	\$0	\$211,000	\$176,000
DEBT SERVICE										
6195	Vehicle	-		0	#####			0		0
6180P	Loan Principal	340,465		340,465	168,501	49%	340,465	0		(340,465)
6180I	Interest Expense	318,959		318,959	161,211	51%	318,959	0		(318,959)
									660,000	660,000
Total Debt Service		659,424	\$0	\$659,424	\$329,712	50%	\$659,424	\$0	\$660,000	\$576


 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS SUSTAINABLE WATER FACILITY - WATER FUND 39 - OPERATIONS DEPARTMENT - 25										
ACCOUNT NO.	WATER FUND SWF DEPARTMENT - 25	2018/19		2018/19 CURRENT BUDGET	ACTUAL AT 12/31/2018		ESTIMATED ACTUAL	2018/19 EST. BUDGET VARIANCE	PROP. 218 ESTIMATES	EST. P218 VARIANCE
		ADOPTED BUDGET	APPROVED ADJUSTMENTS							
	ADMINISTRATIVE COST ALLOCATION									
	Administrative Cost Allocation	263,815		263,815	131,908	50%	267,485	(3,670)		(267,485)
	Total Administrative Cost Allocation	\$263,815	\$0	\$263,815	\$131,908	50%	\$267,485	(\$3,670)	\$0	(\$267,485)
	Total Expenditures	\$1,328,751	\$0	\$1,328,751	\$635,741	48%	\$1,451,278	(\$122,527)	\$1,252,000	(\$194,224)
	OPERATING SURPLUS/(DEFICIT)	(\$414,751)	\$0	(\$414,751)	(\$132,693)		(\$460,260)	(\$45,509)	(\$243,000)	\$176,242
	TRANSFERS & ENCUMBRANCES									
01 4625	Transfers In - From General Fund			0				0		0
	(Transfers Out)			0				0		0
	Encumbrances - Sources of Funding									
	Encumbrances - (Designated Funds)									
	NET TRANSFERS & ENCUMBRANCES	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0
	RESERVES									
	Use of Reserves			0				0		0
	(Additions to Reserves)			0				0		0
	Other Adjustments			0				0		0
	RESERVES - INCREASE / (DECREASE)	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0
	NET BUDGETARY SOURCES/USES	(\$414,751)	\$0	(\$414,751)	(\$132,693)		(\$460,260)	(\$45,509)	(\$243,000)	\$176,242
	RESERVES									
	Beginning Reserves									
	Operating Surplus / (Deficit)	(\$414,751)	\$0	(\$414,751)	(\$132,693)		(\$460,260)	(\$45,509)	(\$243,000)	\$176,242
	Transfers & Encumbrances	\$0	\$0	\$0	\$0		\$0	\$0	\$0	\$0
	ENDING RESERVES	(\$414,751)	\$0	(\$414,751)	(\$132,693)		(\$460,260)	(\$45,509)	(\$243,000)	\$176,242



CAMBRIA COMMUNITY SERVICES DISTRICT
 FUND LEVEL ANALYSIS
 SUSTAINABLE WATER FACILITY - WATER FUND 40 - CAPITAL DEPARTMENT - 30

ACCOUNT NO.	WATER FUND SWF CAPITAL DEPARTMENT - 30	2018/19		2018/19 CURRENT BUDGET	ACTUAL AT 12/31/2018	ESTIMATED ACTUAL	2018/19 EST. BUDGET VARIANCE	PROP. 218 ESTIMATES	EST. P218 VARIANCE
		ADOPTED BUDGET	APPROVED ADJUSTMENTS						
SOURCES OF FUNDS									
REVENUES									
4390	Miscellaneous Revenue	0		0	0	68,706	68,705		68,706
Total Revenues		\$0	\$0	\$0	\$0	\$68,706	\$68,706	\$0	\$68,706
OTHER SOURCES OF FUNDS									
Total Other Sources of Funds		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Sources of Funds		\$0	\$0	\$0	\$0	\$68,706	\$68,706	\$0	\$68,706
USES OF FUNDS									
SALARIES & WAGES									
Total Salaries & Wages		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
BENEFITS									
Total Benefits		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Personnel Services		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SERVICES & SUPPLIES									
Total Services & Supplies		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL OUTLAY									
6170	Interim SWF AWTP Off-Hauling Facilities	50,000		50,000	0	50,000	0		(50,000)
6170	Impoundment Basin Design Evaluation	0		0	0	11,885	(11,885)		(11,885)
1829	CIP Brackish Environmental	0		0	6,728	6,728	(6,728)		(6,728)
1829	CIP Brackish Legal	0		0	21,788	40,000	(40,000)		(40,000)
1829	CIP SWF Public Outreach	0		0	2,333	2,333	(2,333)		(2,333)
6910	Section 7 ESA Consultation	125,000		125,000	14,630	125,000	0		(125,000)
Total Capital Outlay		\$175,000	\$0	\$175,000	\$45,479	\$235,946	(\$60,946)	\$0	(\$235,946)
DEBT SERVICE									
Total Debt Service			\$0	\$0	\$0	\$0	\$0	\$0	\$0
ADMINISTRATIVE COST ALLOCATION									
Total Administrative Cost Allocation		\$87,938	\$0	\$87,938	\$43,969	\$89,162	(\$1,224)	\$0	(\$89,162)
Total Expenditures		\$262,938	\$0	\$262,938	\$89,448	\$325,108	(\$62,170)	\$0	(\$325,108)

 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS SUSTAINABLE WATER FACILITY - WATER FUND 40 - CAPITAL DEPARTMENT - 30									
ACCOUNT NO.	WATER FUND SWF CAPITAL DEPARTMENT - 30	2018/19		2018/19	ACTUAL AT 12/31/2018	ESTIMATED ACTUAL	2018/19	PROP. 218 ESTIMATES	EST. P218 VARIANCE
		ADOPTED BUDGET	APPROVED ADJUSTMENTS	CURRENT BUDGET			EST. BUDGET VARIANCE		
OPERATING SURPLUS/(DEFICIT)		(\$262,938)	\$0	(\$262,938)	(\$89,448)	(\$256,402)	\$6,536	\$0	\$393,814
TRANSFERS & ENCUMBRANCES									
01 4625	Transfers In - From General Fund			0			0		0
	(Transfers Out)			0			0		0
	Encumbrances - Sources of Funding								
	Encumbrances - (Designated Funds)								
NET TRANSFERS & ENCUMBRANCES		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
RESERVES									
	Use of Reserves			0			0		0
	(Additions to Reserves)			0			0		0
	Other Adjustments			0			0		0
RESERVES - INCREASE / (DECREASE)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
NET BUDGETARY SOURCES/USES		(\$262,938)	\$0	(\$262,938)	(\$89,448)	(\$256,402)	\$6,536	\$0	\$393,814
RESERVES									
	Beginning Reserves								
	Operating Surplus / (Deficit)	(\$262,938)	\$0	(\$262,938)	(\$89,448)	(\$256,402)	\$6,536	\$0	\$393,814
	Transfers & Encumbrances	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ENDING RESERVES		(\$262,938)	\$0	(\$262,938)	(\$89,448)	(\$256,402)	\$6,536	\$0	\$393,814


 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12										
ACCOUNT NO.	WASTEWATER FUND WASTEWATER DEPARTMENT - 12	2018/19		2018/19 CURRENT BUDGET	ACTUAL AT 12/31/2018	ESTIMATED ACTUAL	2018/19 EST. BUDGET VARIANCE	PROP. 218 ESTIMATES	EST. P218 VARIANCE	
		ADOPTED BUDGET	APPROVED ADJUSTMENTS							
SOURCES OF FUNDS										
REVENUES										
12 4000	Service Sales	2,101,901		2,101,901	1,139,770	54%	2,373,972	272,071	2,372,000	1,972
12 4200	Interest Income	0		0		#####		0		0
11 4311	County Administrative Fee	(7,700)		(7,700)	0	0%	(7,700)	0		(7,700)
12 4360	Standby Availability Charges	114,000		114,000	69,238	61%	114,000	0	119,000	(5,000)
12 4390	Miscellaneous Revenue	200		200		0%	200	0	70,000	(69,800)
				0						0
	Total Revenues	\$2,208,401	\$0	\$2,208,401	\$1,209,008	55%	\$2,480,472	\$272,071	\$2,561,000	(\$80,528)
OTHER SOURCES OF FUNDS										
11 4397	Loan Proceeds - Dump Truck	0	57,040	57,040	0	0%	57,040	0		57,040
	Total Other Sources of Funds	\$0	\$57,040	\$57,040	\$0		\$57,040	\$0	\$0	\$57,040
	Total Sources of Funds	\$2,208,401	\$57,040	\$2,265,441	\$1,209,008	53%	\$2,537,512	\$272,071	\$2,561,000	(\$28,488)
USES OF FUNDS										
SALARIES & WAGES										
5000	Salary & Wages	415,438		415,438	161,086	39%	378,617	36,821		(378,617)
5010	Overtime	25,000		25,000	11,442	46%	25,000	0		(25,000)
5020	Standby	18,250		18,250	8,800	48%	18,250	0		(18,250)
5040	Sick/Vacation Pay	0	0	0	14,697	#####	30,000	(30,000)		(30,000)
5050	Holiday Pay	0	0	0	8,822	#####	15,000	(15,000)		(15,000)
				0				0		0
	Total Salaries & Wages	\$458,688	\$0	\$458,688	\$204,847	45%	\$466,867	(\$8,179)	\$0	(\$466,867)
BENEFITS										
5101	Uniform Allowance	1,600		1,600	1,600	100%	2,000	(400)		(2,000)
5102	Dental Insurance	8,463		8,463	3,437	41%	8,000	463		(8,000)
5103	Medical Insurance	85,275		85,275	30,091	35%	61,394	23,881		(61,394)
5105	Life Insurance	510		510	232	45%	510	0		(510)
5106	FICA	26,833		26,833	12,122	45%	27,253	(420)		(27,253)
5107	Medicare	6,684		6,684	2,917	44%	6,811	(127)		(6,811)
5108	Workers Compensation	26,140		26,140	7,124	27%	24,778	1,362		(24,778)
5109	PERS - Retirement	85,623		85,623	37,701	44%	84,543	1,080		(84,543)
5112	UI Reim Benefit	0	0	0	6,751	#####	6,751	(6,751)		(6,751)
5120	Other Employee Benefits	650		650	673	104%	1,637	(987)		(1,637)
5121	Retirees Health	42,306		42,306	20,625	49%	45,329	(3,023)		(45,329)
5122	Medical Reimbursements - HRA	7,379		7,379	3,930	53%	8,385	(1,006)		(8,385)
	Prop. 218 Salaries and Benefits			0		#####		0	783,000	783,000
	Prop. 218 Salaries and Benefits-Added Staff			0		#####		0	126,000	126,000
	Total Benefits	\$291,463	\$0	\$291,463	\$127,203	44%	\$277,391	\$14,072	\$909,000	\$631,609
	Total Personnel Services	\$750,151	\$0	\$750,151	\$332,050	44%	\$744,258	\$5,893	\$909,000	\$164,742
SERVICES & SUPPLIES										



CAMBRIA COMMUNITY SERVICES DISTRICT
 FUND LEVEL ANALYSIS
 WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12

ACCOUNT NO.	WASTEWATER FUND WASTEWATER DEPARTMENT - 12	2018/19		2018/19 CURRENT BUDGET	ACTUAL AT 12/31/2018	ESTIMATED ACTUAL	2018/19 EST. BUDGET VARIANCE	PROP. 218 ESTIMATES	EST. P218 VARIANCE
		ADOPTED BUDGET	APPROVED ADJUSTMENTS						
6010	Ads - Legal/Other	0		0	203	#####	500	(500)	(500)
6011	Public Information - General	0		0	0	#####		0	0
6030	Insurance	0		0	0	#####		0	0
6031Z	Maintenance	0		0	0	#####		0	0
6032C	M & R WW Collection System	8,000		8,000	368	5%	2,000	6,000	(2,000)
6032D	M & R WW - Disposal Effluent	10,000		10,000	0	0%	0	10,000	0
6032E	M & R WW - Easements	0		0	0	#####	0	0	0
6032G	M & R Wastewater Generators	4,000		4,000	0	0%	4,000	0	(4,000)
6032L	M & R Wastewater Lift Stations	20,000		20,000	25,129	126%	60,310	(40,310)	(60,310)
6032M	M & R-WW Manhole Raising(Cord Paving)	15,000		15,000	10,848	72%	30,848	(15,848)	(30,848)
6032P	M & R- Pumps	5,000		5,000	0	0%	0	5,000	0
6032S	M & R- WW Disposal of Sludge	88,500		88,500	42,969	49%	103,126	(14,626)	(103,126)
6032T	M & R-Wastewater Treatment Plant	50,000		50,000	23,468	47%	56,323	(6,323)	(56,323)
6033B	Maintenance & Repairs - Buildings	10,000		10,000	7,552	76%	18,125	(8,125)	(18,125)
6033G	Maintenance & Repairs - Grounds	5,000		5,000	154	3%	500	4,500	(500)
6035	Major Maintenance	0		0	0	#####	0	0	0
6035T	Major Maintenance-CCTV & Hydro Clean	12,500		12,500	0	0%	0	12,500	0
6036	M & R- Emergency Events	0		0	0	#####	0	0	0
6036T	Unplanned Maintenance	0		0	0	#####	0	0	0
6037	M & R- SCADA	0		0	600	#####	1,440	(1,440)	(1,440)
6040	M & R- Equipment	0		0	0	#####	0	0	0
6041L	Maintenance & Repairs - Vehicles Licenses	5,000		5,000	2,380	48%	5,712	(712)	(5,712)
6041N	Maint. & Repairs - Vehicles Non-Licensed	1,500		1,500	1,576	105%	3,782	(2,282)	(3,782)
6041V	Maint. & Repairs - Vehicles - Vactor	5,000		5,000	600	12%	3,000	2,000	(3,000)
6044	Computer Services	0		0	167	#####	401	(401)	(401)
6045	Computer/Copier/Printer Supplies/Maint.	500		500	905	181%	5,000	(4,500)	(5,000)
6048	Security & Safety	4,000		4,000	304	8%	4,000	0	(4,000)
6050	Office Supplies	5,000		5,000	1,352	27%	3,245	1,755	(3,245)
6051	Printing & Shipping	5,000		5,000	5,567	111%	13,361	(8,361)	(13,361)
6052	Bank Services	0		0	0	#####	0	0	0
6053	Printing/Forms	1,500		1,500	839	56%	2,014	(514)	(2,014)
6054	Membership Dues, Publications/Books	1,200		1,200	143	12%	343	857	(343)
6055	Government Fees & Licenses	90,000		90,000	85,072	95%	91,072	(1,072)	(1,072)
6060C	Utilities - Cell Phone	1,650		1,650	1,253	76%	2,506	(856)	(2,506)
6060E	Utilities - Electricity	200,000		200,000	121,473	61%	242,946	(42,946)	(26,946)
6060G	Utilities - Gas	1,000		1,000	331	33%	794	206	(794)
6060I	Utilities - Internet	4,500		4,500	2,713	60%	6,511	(2,011)	(6,511)
6060P	Utilities - Phone-Land Lines, Faxes, Alarms	6,500		6,500	3,259	50%	7,822	(1,322)	(7,822)
6060W	Utilities - Water	2,500		2,500	935	37%	1,403	1,097	(1,403)
6063	M & R Communications Equipment	0		0	0	#####	0	0	0
6070	Equipment Rental	2,500		2,500	0	0%	1,000	1,500	(1,000)
6080	Professional Services - Engineering	0		0	0	#####	0	0	0
6080G	Professional Services - GIS Development	10,000		10,000	0	0%	6,000	4,000	(6,000)
6080K	Professional Services - District Counsel	7,000		7,000	0	0%	0	7,000	0
6080L	Land Conservancy - Lot Inventory, Etc.	0		0	0	#####	0	0	0
6080M	Professional Services - Misc./Other	15,000		15,000	2,161	14%	5,000	10,000	(5,000)

CAMBRIA COMMUNITY SERVICES DISTRICT										
FUND LEVEL ANALYSIS										
WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12										
ACCOUNT NO.	WASTEWATER FUND WASTEWATER DEPARTMENT - 12	2018/19		2018/19 CURRENT BUDGET	ACTUAL AT 12/31/2018	ESTIMATED ACTUAL	2018/19 EST. BUDGET VARIANCE	PROP. 218 ESTIMATES	EST. P218 VARIANCE	
		ADOPTED BUDGET	APPROVED ADJUSTMENTS							
6086	Outside Services	0		0	2,333	#####	2,333	(2,333)	(2,333)	
6089	Emergency & Medical Supplies	500		500	0	0%	0	500	0	
6090	Department Operating Supplies	0		0	24	#####	100	(100)	(100)	
6091	Lab Tests	25,000		25,000	10,348	41%	25,000	0	(25,000)	
6091H	Lab Testing	0		0	0	#####	0	0	0	
6092	Lab Supplies	3,200		3,200	1,163	36%	2,791	409	(2,791)	
6093	Small Tools and Equipment	2,000		2,000	1,419	71%	3,406	(1,406)	(3,406)	
6094	Clothing and Uniform	2,000		2,000	731	37%	1,754	246	(1,754)	
6095	Office Furniture/Equipment	0		0	965	#####	1,000	(1,000)	(1,000)	
6096	Fuel - Gas and Diesel	7,000		7,000	5,394	77%	10,788	(3,788)	(10,788)	
6115	Meeting Expenses	0		0	115	#####	115	(115)	(115)	
6120D	Travel, Training, Seminars-Directors	0		0	2,476	#####	0	0	0	
6120E	Travel, Training, Seminars-Employees	2,500		2,500	0	0%	5,942	(3,442)	(5,942)	
6124	Employee Recognition	200		200	0	0%	0	200	0	
6125	Employee Recruitment	1,500		1,500	1,238	83%	2,971	(1,471)	(2,971)	
	Prop 218 Other			0	0	#####	0	96,000	96,000	
	Total Services & Supplies	\$641,250	\$0	\$641,250	\$368,527	57%	\$739,284	(\$98,034)	\$642,000	(\$97,284)
	CAPITAL OUTLAY									
6170	Capital Assets	0		0		#####	0	0	0	
6170F	WWTP Influent Screen Installation	164,509		164,509	185	0%	164,509	0	(164,509)	
6170	Hand Rails On Digesters	45,000		45,000	42,840	95%	60,340	(15,340)	(60,340)	
6170	LS A-1 Control Panel Upgrade	0		0	0	#####	45,000	(45,000)	(45,000)	
6170	Crane Truck	0	57,040	57,040	0	0%	57,040	0	(57,040)	
		0		0		#####	0	0	0	
		0		0		#####	0	0	0	
		0		0		#####	0	0	0	
	Prop 218 Estimates			0		#####	0	300,000	300,000	
	Total Capital Outlay	\$209,509	\$57,040	\$266,549	\$43,025	16%	\$326,889	(\$60,340)	\$300,000	(\$26,889)
	DEBT SERVICE									
2603	Loan Principal	128,000		128,000	128,000	100%	128,000	0	(128,000)	
6180C	Interest Expense	35,899		35,899	19,406	54%	35,899	0	(35,899)	
	Prop 218 Estimates			0			0	160,000	160,000	
	Total Debt Service	163,899	\$0	\$163,899	\$147,406	90%	\$163,899	\$0	\$160,000	(\$3,899)
	ADMINISTRATIVE COST ALLOCATION									
		471,314		471,314	235,657	50%	476,913	(5,599)	461,000	(15,913)
	Total Administrative Cost Allocation	\$471,314	\$0	\$471,314	\$235,657	50%	\$476,913	(\$5,599)	\$461,000	(\$15,913)
	Total Expenditures	\$2,236,123	\$57,040	\$2,293,163	\$1,126,665	49%	\$2,451,243	(\$158,080)	\$2,472,000	\$20,757
	OPERATING SURPLUS/(DEFICIT)	(\$27,722)	\$0	(\$27,722)	\$82,343		\$86,269	\$113,991	\$89,000	(\$44,245)
	TRANSFERS & ENCUMBRANCES									
01 4625	Transfers in - From General Fund (Transfers Out)	27,722	(102,743)	27,722 (102,743)			0 (86,269)	(27,722) 16,474	0 (86,269)	

 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12									
ACCOUNT NO.	WASTEWATER FUND WASTEWATER DEPARTMENT - 12	2018/19		2018/19	ACTUAL AT 12/31/2018	ESTIMATED ACTUAL	2018/19	PROP. 218 ESTIMATES	EST. P218 VARIANCE
		ADOPTED BUDGET	APPROVED ADJUSTMENTS	CURRENT BUDGET			EST. BUDGET VARIANCE		
	Encumbrances - Sources of Funding								
	Encumbrances - (Designated Funds)								
	NET TRANSFERS & ENCUMBRANCES	\$27,722	(\$102,743)	(\$75,021)	\$0	(\$86,269)	(\$11,248)	\$0	(\$86,269)
	RESERVES								
	Use of Reserves			0			0		0
	(Additions to Reserves)			0			0		0
	Other Adjustments			0			0		0
	RESERVES - INCREASE / (DECREASE)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	NET BUDGETARY SOURCES/USES	\$0	(\$102,743)	(\$102,743)	\$82,343	\$0	\$102,743	\$89,000	(\$130,514)
	RESERVES								
	Beginning Reserves								
	Operating Surplus / (Deficit)	(\$27,722)	\$0	(\$27,722)	\$82,343	\$86,269	\$113,991	\$89,000	(\$44,245)
	Transfers & Encumbrances	\$27,722	(\$102,743)	(\$75,021)	\$0	(\$86,269)	(\$11,248)	\$0	(\$86,269)
	ENDING RESERVES	\$0	(\$102,743)	(\$102,743)	\$82,343	\$0	\$102,743	\$89,000	(\$130,514)

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **13.C.**

FROM: Carlos Mendoza, Facilities & Resources Supervisor

Meeting Date: April 18, 2019 Subject: DISCUSSION AND CONSIDERATION
OF A BIKE SHARE LOCATION
AGREEMENT WITH ZAGSTER, INC.

RECOMMENDATIONS:

Staff recommends that the Board of Directors discuss and consider entering into a Location Agreement allowing Zagster, Inc. to install a bike station at the Cambria Skate Park. Staff also recommends that the Board authorize the General Manager to enter into a similar agreement for an alternate location, such as at the Veterans Memorial Building, in the event that it is determined that the bike racks are not a compatible use at the Skate Park, and authorize the General Manager to exercise the thirty-day termination provision in the Location Agreement, if appropriate.

FISCAL IMPACT:

No fiscal impacts are associated with the Location Agreement. The Cambria Chamber of Commerce (Chamber) received a grant from San Luis Obispo County in the amount of \$17,000 to establish a bike sharing program. They will use the funds to sponsor the bike station at the Skate Park. All operations and maintenance related to the bike share program are the responsibility of Zagster.

DISCUSSION:

Cambria Chamber of Commerce would like to establish a bike sharing program in Cambria. The Chamber has partnered with Zagster to implement the bike sharing program. There are currently 3 proposed bike station locations: Blue Bird Inn, Castle Inn and the Skate Park. All three stations will hold a combined total of 15 bikes. Riders can unlock, ride and return any bike by downloading and utilizing an app on their cell phones.

The Location Agreement has been reviewed and revised by District Counsel and includes robust insurance and indemnification provisions to protect the District. The Location Agreement is for a one-year term and allows for automatic renewal for subsequent one-year periods. The agreement can be terminated with a thirty-day written notice.

In the event that the bike racks are determined not to be a compatible use at the Skate Park, the CCSD would be able to exercise the termination provision, which the Board should consider authorizing the General Manager to do, if appropriate.

Attachment: Location Agreement
Zagster Bike Share Program Overview

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___PIERSON___FARMER___RICE___STEIDEL___HOWELL___

LOCATION AGREEMENT

This Location Agreement (the **Agreement**), effective as of [REDACTED], 2019 (the **Effective Date**), is entered into by the Cambria Community Services District, with a principal place of business at 1316 Tamson Drive, Cambria, CA 93428 (**Licensor**), and Zagster, Inc., with a place of business at 25 First Street, Suite 104, Cambridge, MA 02141 (**Zagster**). For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Licensor and Zagster agree as follows:

1. **Program.** Zagster provides a bike sharing service that allows users to access and use bicycles provided by Zagster (**Zagster Service**). Zagster intends to provide a bike sharing program in Cambria (**Program**).
2. **Location(s).** Licensor owns or manages a skatepark on real property located at 1000 Main Street in Cambria (**Property**). At no additional charge, Licensor grants Zagster a license to the Property in connection with the Program as follows: **(a) Access.** Zagster may access the Property at agreed upon dates and times to perform a site survey, take pictures and otherwise review and inspect the Property to determine an agreed upon area within the Property for installation of signage, bicycles and bicycle rack(s) (**Licensed Area**). **(b) Installation.** Licensor will provide the required square footage at the Licensed Area to enable Zagster to install the bicycle rack(s), signage and bicycles, and Zagster may access the Licensed Area at agreed upon dates and times to set-up, install and document via photographs the same. **(c) Maintenance.** Zagster may access the Licensed Area during normal business hours Monday-Friday, or as may otherwise be required, to perform maintenance on the bicycles, signage and bicycle rack(s). **(d) Users.** Users of the Program may access the Licensed Area for the purpose of accessing the bicycles. **(e) Images of Property.** Zagster may display images of the bicycle rack to the public, which Licensor agrees may include incidental images of Licensor's name, logos and/or the Property. **(f)** Zagster's use of the Property shall not interfere with Licensor's use of the Property as a Skatepark.
3. **Exclusivity.** During the term of this Agreement, Licensor agrees that Zagster shall be the only bicycle sharing and/or bicycle rental service with the right to use the Property.
4. **Marketing Materials.** Zagster may, from time to time, provide Licensor with advertising, publicity, or marketing materials (collectively, **Marketing Materials**) to be used for promotion of the Program. Use of any Marketing Materials by Licensor is not required, but if used, such use is subject to any terms and conditions as Zagster may specify in writing.
5. **Title.** As between the parties, Zagster owns all right, title, and interest in and to the Zagster Service, the Marketing Materials and its name, trademarks, service marks and logos (collectively, **Zagster Marks**). This Agreement does not convey to Licensor any rights or proprietary interest in or to the Zagster Service, the Marketing Materials or the Zagster Marks other than as set forth in this Agreement and Zagster reserves all rights not expressly granted hereunder. As between the parties, Licensor owns all right, title, and interest in and to Licensor names, logos, and the Property. This Agreement does not convey to Zagster any rights or proprietary interest in or to the Licensor names, logos, or the Property other than as set forth in this Agreement and Licensor reserves all rights not expressly granted hereunder.
6. **Term.** Unless earlier terminated in accordance with this Agreement, this Agreement is effective for 1 year from the Effective Date (**Initial Term**) following which it automatically renews for successive 1-year periods thereafter (each, a **Renewal Term** and together with the Initial Term, **Term**) unless either party provides written notice of nonrenewal at least 30 days in advance of the end of then-current Initial Term or Renewal Term.
7. **Termination.** Unless otherwise prohibited by law, either party may terminate this Agreement: (i) if the other party is adjudicated bankrupt or otherwise seeks to avoid its performance obligations under applicable bankruptcy or insolvency laws, (ii) upon the occurrence of a material breach of this Agreement by the other party if such breach is not cured within 30 days after written notice identifying the matter constituting the material breach or (iii) if Licensor no longer owns or no longer has the right to license the Property as detailed above (iv) either party may terminate this Agreement upon 30 days written notice .
8. **Feedback.** Licensor grants Zagster an unlimited right to use and/or incorporate into the Pace Service any feedback, suggestions and/or recommendations related to the Pace Service that Licensor provides to Zagster.
9. **DISCLAIMER.** To the maximum extent permitted by law, except as otherwise set forth in this Agreement, neither party makes any representations or warranties to the other, including with respect to its products and services or the subject matter of this agreement, and each party hereby disclaims any express, implied or statutory warranties, including the implied warranties of fitness for a particular purpose, title, merchantability, and noninfringement.

10. LIMITATION OF LIABILITY. To the maximum extent permitted by law, in no event will either party be liable to the other party for any indirect, incidental, special, exemplary or consequential damages, including lost profits or loss of goodwill, even if such party has been advised of the possibility of such loss.

11. HOLD HARMLESS AND INDEMNIFICATION. Except to the extent claims are caused by the Licensor's sole proven negligence or willful misconduct, Zagster shall indemnify, protect, defend, and hold harmless the Licensor and its elected officials, officers, employees, volunteers, agents, representatives, contractors and each of their successors and assigns from and against any and all claims, judgments, causes of action, damages, penalties, costs, liabilities, and expenses, including all costs, attorneys' fees, expenses and liabilities incurred in the defense of any such claim or any action or proceeding brought thereon, arising at any time during or after the Term as a result (directly or indirectly) of or in connection with (a) any default by Zagster under this Agreement (including in the performance or non-performance of any obligation on Zagster's part to be performed under the terms of this Agreement); (b) Zagster's use of the Property or any portion thereof; (c) any act, error or omission of Zagster in or about the Property, (d) loss of, injury or damage to, or destruction of property, including loss of use resulting from such loss, injury, damage, or destruction; or (e) any resulting economic loss, consequential damages, or exemplary damages (collectively, "Claims"). Zagster must defend such Claims by and through counsel reasonably acceptable to the Licensor. The obligations of Zagster under this Section survive the expiration or other termination of this Agreement with respect to any claims or liability arising prior to such expiration or other termination.

12. Insurance. Zagster will maintain business and liability insurance protection covering its activities hereunder as set forth in Exhibit "A," and naming Licensor as additional insured. Zagster shall provide Licensor with a certificate of insurance evidencing such insurance prior to commencing its use of the Property.

13. Permits, Approvals and Compliance with Law. Prior to commencing any use of the Property, Zagster shall provide evidence satisfactory to Licensor that it has any and all required permits and approvals from the County of San Luis Obispo, or any other entity that has jurisdiction, that is necessary to conduct its bike sharing service. In conducting its bike sharing service Zagster shall comply with any and all applicable laws.

14. Removal. Upon the expiration, completion or earlier termination of the Term of this Agreement, at its expense Zagster shall promptly, safely, and carefully remove all equipment installed by Zagster upon Licensor's Property to the condition in which the Property existed immediately prior to Zagster's installation, normal wear and tear excepted

15. General Provisions. (a) **Independent Contractor.** Notwithstanding any provision hereof, Zagster and Licensor are independent contractors under this Agreement and nothing herein shall be construed to create a partnership, joint venture or agency relationship. Each party is solely responsible for all applicable taxes, withholdings, and other statutory or contractual obligations, including, but not limited to, Workers' Compensation Insurance. (b) **Governing Law; Venue.** This Agreement shall be governed by and construed in accordance with the laws of California. Exclusive jurisdiction and venue for any action arising under this Agreement is in the federal and state courts located in San Luis Obispo County, California, and both parties hereby consent to such jurisdiction and venue for this purpose. (c) **Notice.** Any notice required or permitted to be given hereunder will be effective upon receipt and shall be given in writing, in English and delivered in person, via established express courier service (with confirmation of receipt), or registered or certified mail, postage prepaid, return receipt requested, to the parties at their respective addresses given herein, or at such other address designated by written notice. (d) **Assignment.** Neither party may assign performance of this Agreement or any of its rights or delegate any of its duties under this Agreement without the prior written consent of the other, except that Zagster may assign this Agreement without Licensor's prior written consent in the case of a merger, acquisition or other change of control, and in such event this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. (e) **Purchase Orders/Instruments.** Any instruments, including purchase orders, work orders, acknowledgments and vendor registration forms not signed by both parties (**Instruments**) shall not add to, supersede or modify, the terms of this Agreement and in the event any term of an Instrument purports to add to, supersede or modify any term of this Agreement, such term of the Instrument shall be void and without effect. (f) **Counterparts.** This Agreement may be executed in one or more counterparts, each of which is an original, but taken together constituting one and the same instrument. (g) **No Third Party Beneficiary.** This Agreement is for the sole benefit of the parties hereto and their permitted successors and assigns and is not for the benefit of any third party. (h) **Force Majeure.** Neither party shall be liable for failure or delay in the performance of any of its obligations under this Agreement, if such failure or delay is caused by catastrophic circumstances beyond its control, including without limitation, earthquake, severe weather and other acts of God, riot, war, or terrorism. (i) **Waivers.** No change, consent or waiver to this Agreement will be effective unless in writing and signed by the party against which enforcement is sought. The failure of a party to enforce its rights under this Agreement at any time for any period will not be construed as a waiver of such rights. Unless expressly provided otherwise, each right and remedy in this Agreement is in addition to any other right or remedy, at law or in equity, and the exercise of one right or remedy will not be deemed a waiver of any other right or remedy. (j) **Survival.** All terms of this Agreement which by their nature extend beyond the termination of this Agreement, remain in effect until fulfilled and apply to respective successors and assigns (k) **Severability.** If any provision of this

Agreement is determined to be illegal or unenforceable, that provision will be limited or eliminated to the minimum extent necessary so that this Agreement will otherwise remain in full force and effect and enforceable. **(I) Entire Agreement.** This Agreement constitutes the entire agreement, and supersedes all prior negotiations, understandings or agreements (oral or written), between the parties concerning the subject matter of this Agreement. Headings are for convenience of reference only and shall in no way affect interpretation of the Agreement.

ZAGSTER, INC.

By: _____
Name: _____
Title: _____
Date: _____

Address: _____

CAMBRIA COMMUNITY SERVICES DISTRICT

By: _____
Name: _____
Title: _____
Date: _____

Address: 1316 Tamson Drive
PO Box 65
Cambria, CA 93428



TURNKEY BIKE SHARING

YOUR BIKE SHARE EXPERT:
Amy Wilson
awilson@zagster.com

www.zagster.com

OUR COMMITMENT TO YOU: CLASS A, PROFESSIONALLY MANAGED, INNOVATIVE BIKE SHARING



Future of mobility

Changing the CRE landscape

Mobility—the movement of people and goods—is undergoing significant change. A confluence of trends, most notably the rise of shared access to vehicles and the accelerating reality of fully autonomous vehicles, is redefining the extended automotive industry into a new mobility ecosystem. The emergence of “big vehicles” which is driving much of the collaborative economy, is also beginning to challenge the predominant model of personally owned vehicles. Today, there are a wide variety of options, such as on-demand car-sharing (Uber and Lyft), car-sharing (Zipcar), and bike sharing (Zagster).

At the same time, the car is rapidly becoming a technology product. Innovations in power-train and materials are expanding what vehicles are capable of and allowing some to open up new possibilities for safer, more efficient, and more enjoyable travel. However, it is the advent of fully autonomous or self-driving vehicles—cars, trucks, and drones—that will potentially bring the most transformative change not just to auto manufacturers, but to the entire mobility ecosystem. Our blog post “Commercial real estate sector: Don’t let the competition for smartest cars” highlighted the self-driving

cars will enable many current non-drivers, such as the elderly, adolescents, and the disabled, to use cars. Further benefits of self-driving cars are numerous, including:

- Ability to leverage connection technologies to communicate between cars, optimize traffic flow, and minimize congestion
- Significant collision avoidance
- More efficient use of vehicles, currently, which are idle over 90 percent of the time, on average
- More efficient and effective parking, given that the cars can be parked outside of the city.



WHY BIKE SHARE? AN EASY WAY TO:



- **ENGAGE TENANTS AND ENTICE NEW ONES**
- **EASILY CONNECT BUILDINGS**
- **EXTEND THE REACH OF THE PROPERTY**
- **REPOSITION THE PROPERTY - WITHOUT TAKING UP RENTABLE SPACE**

NATIONAL REACH - THE MOST EXPERIENCE IN THE INDUSTRY

Zagster has been designing, consulting, building and operating bike sharing systems for properties, universities, corporations and cities in the United States since 2007. Our staff comes from a wide variety of backgrounds in technology and transportation.

We currently support customers in 42 states across all real estate sectors: office towers in major metropolitan markets, suburban office campuses, luxury multifamily and master planned developments. We've built a national network of mechanics to support programs anywhere in the United States and Canada.

The leading bike share provider for properties

Hines



IRVINE COMPANY
Since 1864

Equity Office

ROCKWOOD
CAPITAL

EMBARCADERO
CAPITAL PARTNERS

BEACON
CAPITAL PARTNERS

DIVCOWEST

CLARION PARTNERS

KENNEDY WILSON
Thriving on opportunity

WESTBROOK PARTNERS

STEELWAVE

HUDSON
PACIFIC
PROPERTIES

CBRE

JLL

CUSHMAN &
WAKEFIELD

RIVERROCK
real estate group

MENLO
EQUITIES

OCEAN WEST

HALL
GROUP

CAMPUS OPPORTUNITIES
Smart Living

Kayne Anderson
Real Estate Advisors

AVALON

WOOD
PARTNERS

TURNKEY SERVICE MEANS NO ADDITIONAL WORK FOR YOUR PROPERTY MANAGERS

Zagster's service includes everything necessary for a successful bike share program. Bike sharing with Zagster doesn't add any more work to your property team's plate; [orgName] simply provides space for the docking stations and a designated contact for communicating with Zagster's dedicated Customer Success Team regarding the program's rollout and administration.

Planning	Technology	Operations	Promotion
Feasibility	Brand New Bikes	Maintainence	Custom Website
System Design	Bluetooth Locks	Replacements Every 3 Years	Education for your Tenants
Installation	Docking Stations	24x7 Rider Support	Press Relations
Launch	Mobile Apps	\$4MM Liability Coverage	Advertising

KEY HARDWARE INFORMATION

A BIKE YOUR TENANTS WANT TO RIDE



- Unanimously voted the most comfortable bike share bike by The Ohio State University
- 30% lighter than competitive bike share bikes

FLEXIBLE, SECURE DOCKING STATIONS

- Individual docks allow for flexible applications and multiple siting options
- Signage includes instructions for riders

LOCKING TECHNOLOGY

Riders can unlock, ride and return any bike with any data or text message capable mobile phone. Because all the locking technology is automated and installed on the bike, there's no need for expensive kiosks.



BLUETOOTH RING LOCK

- Bluetooth low energy (BLE) smart lock
- Locks/Unlocks at the touch of a button within the app, or by typing a code on the on-bike keypad
- Solid-state design prevents tampering or removal
- Securely mounted to the bike
- Made exclusively for Zagster by AXA

ON-BIKE KEYPAD

- Controls the ring lock
- Allows access for riders using feature phones or smartphones without BLE compatibility
- Robust and weatherproof
- Enables one-touch locking



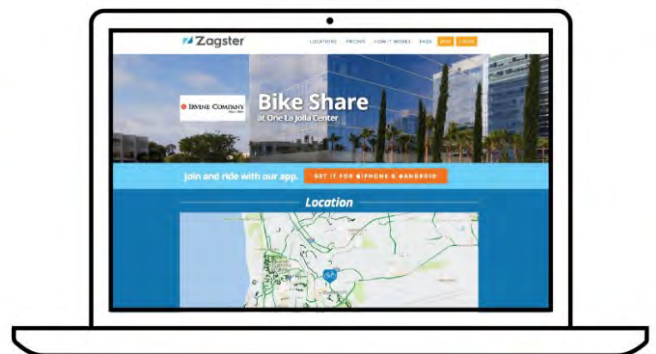
INCORPORATE YOUR PROPERTY'S BRAND GUIDE

Physical

- Bike Signage
- Station Signage
- Full bike customization
- Print materials

Digital

- Mobile App
- Website
- Email
- Social Media



FREE & EASY FOR YOUR TENANTS

Bikes are available 24/7 on demand for your customers. Limited eligibility can be achieved by requiring your tenants to enter their work email address upon registration.

1. UNLOCK

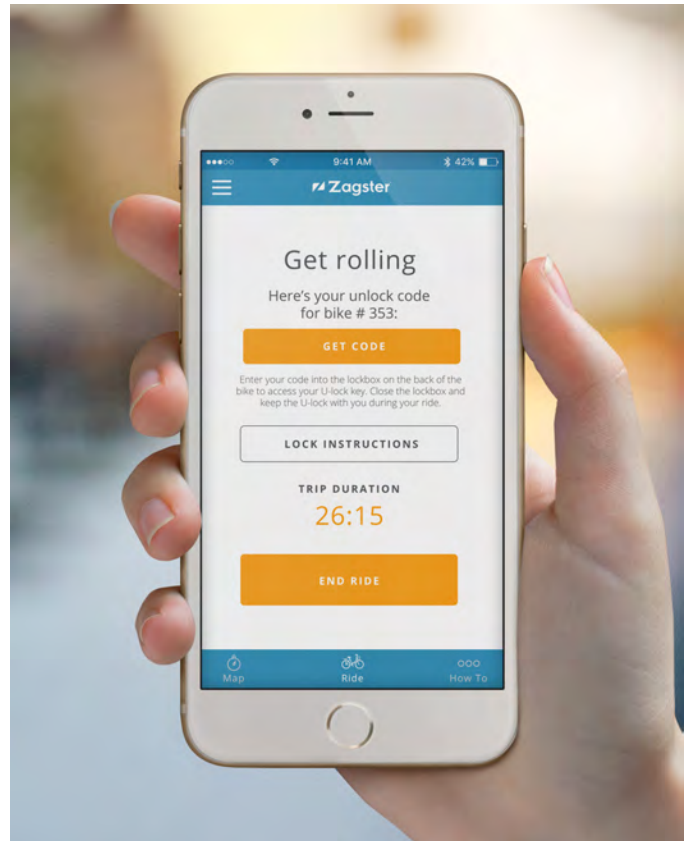
Unlock a bike easily with your phone - either through the Zagster mobile application or via SMS

2. RIDE

Have the flexibility to ride anywhere! Make quick stops along the way by using the on-bike locking system to lock bike to any bike ride "in the wild."

3. RETURN

When you're done, lock the bike back at a Zagster station so everyone can enjoy the bikes.



24/7 RIDER SUPPORT

Zagster provides rider phone and email support to all of your riders. This comprehensive service includes:

- 24x7 phone and email support
- Empowered, multilingual staff who are trained to handle 95% of calls without escalation
- Automated tools that provide support staff with instant data about the member, including identity and contact information, bike share membership information and trip history

STAFFING AND OPERATIONS

DEDICATED SUCCESS MANAGER

Zagster provides every bike sharing partner with a dedicated Customer Success Manager. Zagster's Customer Success Team has extensive experience, training and resources to help meet your needs and make your program successful.

COMPLETE MAINTENANCE

All operations and maintenance related to the bike share program is included in the cost of the Zagster service. Zagster services all bikes on a routine basis to make sure that the program is operating effectively and safely.

CORE MAINTENANCE SERVICES

- Local mechanic dedicated to servicing your bike share system
- Proactive, comprehensive 30-point maintenance checks for every bike, every two weeks
- Bike and station cleaning during maintenance checks
- Immediate remote disablement of bikes flagged for maintenance
- Free replacement parts (including labor)

THEFT & VANDALISM COVERAGE

With Zagster you get a guaranteed service at a predictable cost. We cover any theft or vandalism that may occur. Replacement bikes are shipped out within 2 weeks.

REPLACEMENTS EVERY 3 YEARS

The hardware components of the program, including the bikes, are replaced by Zagster every 3 years at no additional cost. During the term, Zagster strives to make material improvements to the service every 6 to 9 months.

GENERAL LIABILITY COVERAGE

Zagster holds industry-leading insurance coverage that includes:

- \$2,000,000 General Aggregate
- \$2,000,000 Umbrella Coverage
- \$1,000,000 Each Occurrence
- \$2,000,000 Product Liability
- \$1,000,000 Personal/Advertising Injury Limit
- \$1,000,000 Employer's liability coverage

A Certificate of Insurance is available to customers upon request.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **13.D.**

FROM: Monique Madrid, Administrative Services Officer/District Clerk

Meeting Date: April 18, 2019 Subject: DISCUSSION AND CONSIDERATION TO
 FILL VACANT SEAT ON THE POLICY
 COMMITTEE

RECOMMENDATIONS:

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

FISCAL IMPACT:

There is no fiscal impact identified with this item.

DISCUSSION:

At the March 21, 2019 regular Board meeting, staff was directed to re-open the application process to the public in order to fill the vacant seat created by the resignation of Lauren Younger. The applications from the original application period have also been included.

The second application period closed on March 29, 2019. A total of five applications have been received, including the two pre-existing applications. Staff recommends the Board of Directors select one of the applicants to fill the vacant position on the Policy Committee.

- Attachments: J. Bahringer's Application
 L. Richards' Application
 T. Key's Application
 C. Worthen's Application
 P. Nugent's Application

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___PIERSON___FARMER___RICE___STEIDEL___HOWELL___



COMMITTEE MEMBER APPLICATION

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

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

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

STANDING COMMITTEE (Please include which committee you're applying for): Policy Committee

NAME: Bahringer James P
Last First MI

Home Address: [Redacted] Cambria CA 93428
Street City Zip

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

E-mail address: [Redacted]

I have been a registered voter at the address listed above since: 1999
Year

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

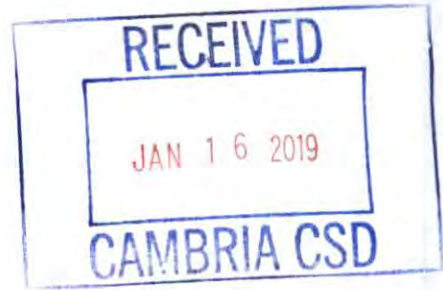
Are you a registered voter in Cambria? yes no

Enter qualifications and interest in the position below.

Post Director CCS D

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

Signature: [Handwritten Signature] Date: 01/14/19



COMMITTEE MEMBER APPLICATION

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

Return the completed application to:
Cambria Community Services District

Attention: Deputy District Clerk
P.O. Box 65

1316 Tamsen Street, Suite 201
Cambria, CA 93428

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STANDING COMMITTEE (Please include which committee you're applying for): Policy Standing Committee

NAME: Richards Leslie M.
Last First MI

Home Address: [Redacted] Cambria
Street City Zip

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

E-mail address: [Redacted]

I have been a registered voter at the address listed above since: 1998 #2
Year

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

Are you a registered voter in Cambria? yes no

Enter qualifications and interest in the position below.

Have been a local activist; w/ a legal background, involved in all operations of the District since 2000. Have worked on municipal Code, operational manuals; Brief analysis for legal action; EIR prep and litigation, specifically. Have time & expertise to offer to the District and am excited at this "new" opportunity so

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

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

voluntarily, my time in a vital & productive manner!



POLICY COMMITTEE MEMBER APPLICATION

Deadline: Friday, March 29, 2019

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

Return the completed application to:

Cambria Community Services District

Attention: Deputy District Clerk

P.O. Box 65

1316 Tamsen Street, Suite 201

Cambria, CA 93428

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

NAME: KEY TEO A

Home Address: Last [REDACTED] First CAMBRIA MI 93428

Street City Zip

Home Phone [REDACTED] Cell Phone [REDACTED]

E-mail address [REDACTED]

I have been a registered voter at the address listed above since: 2015
Year

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

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

Enter qualifications and interest in the position below.

SEE ATTACHED

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

Signature: [Signature] Date: 3/22/19

Ted Key Standing Committee Qualifications

- My work experience began 45 years ago at a company that built solid-state induction melting and heat treat equipment, while I attended The University of Wisconsin to obtain my Bachelors degree. This job entailed understanding circuitry, assembly and wiring and, as the lead bus work builder, I established the basic configurations for all the custom pieces for units of various sizes and applications.
- I was the corporate office Facilities and Monitoring Supervisor for Safeway Stores. I was responsible for oversight of facility construction, Internet configuration, hiring, training, and scheduling employees to staff this 24/7/365 operation. We monitored and programmed remote computer controls running HVAC lighting and most critically, all the refrigerated systems in over 600 stores nationwide. We assured product quality and saved the company many millions avoiding product losses from troubled refrigeration.
- For Wyse Technology, I was the Customer Service Supervisor in the call center working with customers to resolve equipment failures.
- For a medium size air conveyance manufacturer, Jetstream Systems, I was the Installation Supervisor traveling the country overseeing equipment erection, configuration, and startup in corporations including Crown Cork and Seal, Anheiser Bush, and Proctor & Gamble. When I wasn't traveling I was in house doing cost estimating and cost control.
- I taught Fine Arts At Notre Dame High School San Jose for 25 years in a women's college prep high school. We had some of the brightest students in California, were the fifth most diverse school in California, and it was a privilege to instruct them. In addition, I taught various computer classes, and was Department Chair in charge of budget, department equipment maintenance and purchasing.
- In my management positions I was also responsible for implementing workplace policies, procedures and employee reviews.

I offer my service to apply my problem solving skills to our community.



MAR 2019

POLICY COMMITTEE MEMBER APPLICATION

Deadline: Friday, March 29, 2019

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

Return the completed application to:

Cambria Community Services District

Attention: Deputy District Clerk

P.O. Box 65

1316 Tamsen Street, Suite 201

Cambria, CA 93428

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

NAME: Worthen Claudia Harmon

Last

First

MI

Home Address: [Redacted] Cambria, CA 93428

Street

City

Zip

Home Phone: [Redacted] Cell Phone: _____

E-mail address: [Redacted]

I have been a registered voter at the address listed above since: 1988
Year

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

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

Enter qualifications and interest in the position below.

Bachelors degree, Fine Arts from UCI, LEED AP ID+C, Aging in Place Certified, Certified Interior Designer.

Three time former chair of the North Coast Advisory Council, business owner in Cambria 30+ years, Cuesta College instructor 15 years.

President of Beautify Cambria Association, former Rotarian, former board member on Cambria Chamber of Commerce, current and former member of several committees.

Member of the NCAC Land Use Committee

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

Signature: [Handwritten Signature]

Date: March 22, 2019

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I feel that my experience and enthusiasm will make a positive impact on the CCSD achieving its goals for the community. I care about the people and natural resources of Cambria and its surrounding areas and would be honored to be able to make a contribution to better our position for years to come. Thank you.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **13.E.**

FROM: Monique Madrid, Administrative Services Officer/District Clerk

Meeting Date: April 18, 2019 Subject: DISCUSSION AND REVIEW OF 2019
STATUS UPDATE ON BOARD GOALS
AND OBJECTIVES

RECOMMENDATIONS:

Staff recommends the Board of Directors review the status of its goals and objectives as established at the January 3, 2019 special Board meeting.

FISCAL IMPACT:

There is no fiscal impact identified with this review.

DISCUSSION:

At the special meeting held on January 3, 2019, the Board reviewed and prioritized its goals and objectives, many of which were assigned to the three standing committees for follow up. Each of the committees is currently developing its own bylaws, goals and objectives, and mission and vision statements. The three goals remaining for the Board to accomplish are as follows:

Section 1.1 General Manager:

1. Hire a new General Manager. Interviews were held on March 29, 2019. An interim plan has been developed and is on today's agenda for the Board's consideration.

Section 1.2 Public Outreach:

1. Ongoing efforts to develop improved community relations. Three standing committees have been created and meet on a monthly basis, with at least one manager in attendance. The committees have appointed one member to take minutes, which are attached to each Board agenda packet. The chairperson for each committee is a Board member, who then reports back to the full Board at the regular monthly meetings. Committees members are volunteers from the Cambria community who have been appointed by the Board.
2. Establish the approach for reviewing goal status.
 - a. Consider a bi-annual review; this is the first status review for this calendar year.
 - i. During the budget process. The budget process for this year has not yet begun.
 - ii. During the mid-year budget review. The mid-year budget review is on the agenda this month. Goal review is right on schedule.
3. Consider goals to promote Board meeting efficiencies. The Board has revised the bylaws that govern the number and length of monthly Board meetings. The meeting schedule now provides for two regular meetings per month, limited to three (3) hours each. This

enhances the Board members' ability to address District business and avoid fatigue and loss of mental acuity associated with long meetings. The Board has also made many efforts to limit the demand on staff time through the development of the meeting process and agenda preparation. Staff greatly appreciates the Board's consideration.

Section 1.3 Advance the District's Strategic Planning Efforts:

1. Develop the format and components of a District strategic planning document. This item has not yet been developed, but staff believes the Policy Committee is considering working on it.
2. Develop mission and vision statements or equivalent messaging. This item is being addressed on a committee level at this time. Staff believes that will evolve into strategies that can be embraced by the Board, including scheduling a town hall meeting to receive public input, enabling the Board to provide direction to staff in order to develop the CCSD's mission and vision statements.
3. Develop standing committee and liaison details. Three standing committees have been created: Finance, Policy and Resources & Infrastructure. As mentioned above, each of these committees has a Board member designated as the chairperson, who works with staff to create the agenda. The committees have also appointed a secretary to take the minutes, which are then provided to the Clerk's office and are added to the Board's regular meeting agenda packet.

Attachment: 2019 Board Goals and Objectives
2019 Committee and Subject Matter Assignments

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___PIERSON___FARMER___RICE___STEIDEL___HOWELL___

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **2.A.**

FROM: Monique Madrid, Acting General Manager

Paavo Ogren, Strategic and Organizational Advisor

Meeting Date: January 3, 2019Subject: DISCUSSION AND CONSIDERATION
OF 2019 BOARD GOALS AND
OBJECTIVES

RECOMMENDATION: It is recommended that the Board of Directors discuss the draft Board and Organization Goals for 2019, consider additions from Board and public input, and approve or provide direction as deemed appropriate.

FISCAL IMPACT: No fiscal impact has been identified with this item.

DISCUSSION: President Pierson will lead the discussion regarding the proposed 2019 Board and Organization Goals.

For Board Discussion and Consideration:

At the regular Board meeting on December 13, 2018, the Board set January 3, 2019 as the date of a special meeting to consider Board and organizational goals for 2019. Attached are the Board goals for 2018 for reference purposes. For 2019, the Board generally expressed the intent to consider a more comprehensive list of goals and priorities while providing a better opportunity to obtain community input at the special meeting.

Subsequent to the December 13th meeting, staff met with the Board President and Vice President to develop a more comprehensive list of goals and priorities. The list has been incorporated into two attachments. The first identifies items that focus on District services for the purpose of considering goals and priorities that reflect those services. The second list identifies organizational goals and priorities that reflect ongoing operational efforts by staff.

The Board will be seeking public input on additional goals that have not been identified in this agenda report as well as public input on the goals and priorities that have been identified within the draft attachments.

1 DISTRICT-WIDE / BOARD GOALS

1.1 GENERAL MANAGER

The recent vacancy in the General Manager position allows the Board to fill the vacancy.

Action Items

1. Hire the permanent General Manager.

1.2 PUBLIC OUTREACH

Continuing the efforts that have been initiated with standing committees to improve public outreach and input should be an ongoing District goal. Addressing the efficiency and scheduling of Board meetings may also be important to consider for community engagement.

Action Items

1. Ongoing efforts to develop improved relations within the community should be a considered a high priority.
2. Establish the approach for reviewing the status of goals.
 - a. Consider a bi-annual review;
 - i. During the budget process.
 - ii. During the mid-year budget reviews.
3. Consider goals to promote Board meeting efficiencies.

1.3 ADVANCE THE DISTRICT'S STRATEGIC PLANNING EFFORTS

Strategic planning was included as Goal #3 in 2018. As intended, the District initiated strategic planning efforts through the creation of the Infrastructure and Finance standing committees. The need for a comprehensive District assessment in 2018 has been initiated and is also promoted through the 2019 goal setting efforts.

Action Items

1. Develop the format and components of a District strategic planning document.
2. Develop mission and vision statements or equivalent messaging.
3. Develop standing committee and liaison details as appropriate, including for example, details from the Parks, Recreation and Open Space (PROS).

1.4 COMPLETE THE REGULAR PERMITTING AND OTHER ACTIONS RELATING TO THE SUSTAINABLE WATER FACILITY

Ongoing efforts associated with the SWF continue to create a demand on District resources and completing the efforts in a timely manner should be considered a high priority.

Action Items

1. Complete the processing of the application for the Regular Coastal Development Permit and respond to resource agencies in a timely manner.
2. Complete the Closure Plan and respond to resource agencies in a timely manner.
3. Consider options that may be available from the existing Water Resource Development Act (WRDA) "authorization" approved by Congress.

1.5 FINALIZE THE MULTI-YEAR INFRASTRUCTURE CAPITAL IMPROVEMENT PROGRAM (CIP)

Funding requirements needed for the CIP was approved as part of the Proposition 218 rate increase. The Infrastructure Committee is addressing priorities. The Finance Committee is addressing projected revenue allocations. Developing the overall implementation goals will be important in 2019.

Action Items

1. Finalizing the prioritization efforts
2. Finalizing the multi-year implementation schedule
3. Identify the resource requirements for consultants and staff.
4. Evaluate grant and other funding options and develop recommendations for Board consideration.
5. Explore the opportunity for additional ancillary facilities such as; (see section 1.9)
 - a. Cell tower
 - b. Solar options

1.6 DEVELOP THE ANNUAL PROP 218 RATE REVIEW PROCESS

With the approval of the Prop 218 rate increases in 2018, comparing rate assumptions versus actual operational results has already been recognized as an important point to review with the community prior to annual increases incorporated into the Prop 218 rate resolution.

Action Items

1. Establishing an annual schedule for the review including the following;
 - a. Preliminary review by the District's standing committees should be in advance of Board decisions so that the opportunity for questions, comments and responses exists.
 - b. The annual review should consider a comparison of budget assumptions and results of the annual audit.
2. Develop criteria to utilize in the annual review.

1.7 REVIEW THE DISTRICT CODE AND CONSIDER WHETHER DIRECTION SHOULD BE PROVIDED TO DRAFT AMENDMENTS.

Action Items

1. Board of Directors consideration of amendments to Title 8 of the District Code, including updates to the Affordable Housing Program.
 - a. Amendments should be considered for consistency with the County's land use designations and income qualification standards.
2. Board of Directors consideration of amendments to Title 4, including the Water Conservation and Retrofit Program.
 - a. Amendments should be considered to recognize significant processing changes for County will-serve letters requiring fire and water review.

1.8 REVIEW THE DISTRICT FEE SCHEDULE AND CONSIDER WHETHER DIRECTION SHOULD BE PROVIDED TO MAKE AMENDMENTS.

Efficiency improvements to District procedures necessitate a review of application deposits and fees to ensure revenue is properly allocated. Equipment rental costs should be evaluated to ensure proper compensation when providing these services to customers.

Action Items

1. Review District Fee Schedule with input from operational staff.

1.9 EMERGENCY SERVICES REVIEW

Cambria's risk of wildfires has been highlighted as a result of recent devastating wildfires that have caused historic property damage and loss of life in other areas of the State. Engaging in community discussions of those risks, evacuation routes, and other possible actions to mitigate the risk is important in addressing the community's health and safety.

Action Items

1. Engaging in community outreach and discussions with the Fire Safe Focus group on the overall, "defensible space," program.
2. Explore a closer coordinating effort with other first responders providing mutual aid.
3. Address existing resource constraints that limit the District's ability to augment current services.
4. Tri-Annual update of adoption of current Cal Fire Code.

1.10 BUILDOUT REDUCTION PROGRAM

The Citizen's committee spent two years developing the program and provided their final report to the Board.

Action Items

1. Provide a review of the existing program.
2. Consider what changes may be deemed appropriate.
3. Review long term funding options for vacant lot adoptions.

1.11 COMMITTEE AND LIAISON GOALS

Committee and liaison goals and priorities should be developed with an additional tier of detail while maintaining consistency with District-wide goals and limited resources.

Action Items

1. The development of committee and liaison goals.
2. Review of committee and liaison goals by the Board of Directors.

DRAFT

2 ORGANIZATIONAL GOALS

2.1 REGULATORY COMPLIANCE

The District has numerous regulatory reports that have to be filed with State and Federal Agencies. Completing the reports on a timely and accurate manner reduces the District's risks on fines and budgetary impacts.

Action Items

1. Update and maintain a list of all regulatory reporting requirements.
2. Submit 100% of all reports on-time.
3. Develop quality control measures as needed to ensure accuracy.
4. Identify primary and supporting roles for the responsible staff members.

2.2 STAFFING, VACANCIES, AND OVERALL STAFFING LEVELS

Recent vacancies provide an opportunity to realign the District's overall efforts while evaluating the challenges normally resulting from vacancies.

Action Items

1. Consider the vacancy of the District Engineer position and possible alternatives to management of the District's CIP and supervision of field operations.
2. Evaluate the District's overall staffing needs by the end of 2019.
3. Prepare a classification plan allowing for consistent and effective delivery of CCSD services.

2.3 LABOR RELATIONS

Negotiate and update employee union Memorandums of Understanding in a timely manner.

Action Items

1. Initiate negotiations with both represented labor groups.
2. Negotiate a successor MOU with both represented groups while diligently adhering to established milestone dates.
3. Provide an updated Payment and Compensation plan for the Management, Confidential and Exempt employee group.

2.4 EMPLOYEE TRAINING

Identify and initiate implementation of job-class training

Action Items

1. Identify objectives of training based on job classifications.
2. Identify training needs for specific employees.
3. Establish timing for training.
4. Complete training.

2.5 DEVELOP AND REVIEW THE ANNUAL BUDGET IN A TIMELY MANNER

Action Items

1. Adopt the preliminary budget and final budget prior to legal deadlines.
2. Provide quarterly updates on budget status.
3. Consider annual updates to the budget policy prior to the consideration of the preliminary budget.

2.6 COMPLETE THE ANNUAL AUDIT IN A TIMELY MANNER

Action Items

1. Establish a goal to complete the annual audit by December 31 of each year (statutory deadline is June 30th of the following year).
2. Include auditor recommendations, if any, into District goals and report to the Board on progress based on milestone dates to be determined.

2.7 IMPLEMENT THE TYLER INCODE FINANCIAL SOFTWARE PROGRAM

Action Items

1. Review existing accounting procedures.
2. Identify procedures that will need to be updated prior to the implementation of the program.
3. Establish implementation milestones.
4. Provide updates to the Board of Directors and adhere to milestone dates to the greatest degree practical.

2.8 FINALIZE WATER RIGHTS LICENSING

Action Items

1. Respond to State Water Board staff in a timely manner.
2. Prepare for any necessary compliance planning.

The following language is from last year’s agenda item on 2018 goals...

Focus: Policy level and District-wide (rather than operational) oversight.

Vision: Broaden Board focus from emergency reactions to resource and infrastructure deficiencies to thoughtful equitable stewardship of community resources, appropriately balancing priorities among all services provided.

Discussion: Since at least 2014, the District has focused nearly all its resources on responding to the slow-moving but dramatic disaster of the recent drought. With the immediate threat of running out of water now addressed, the Board should take a breath, assess our available resources and levels of service in each Department.

To encourage community confidence, dialogue going forward must be open and inclusive.

The suggested goals and actions are meant as a starting point for a discussion. Once the goals have been approved, the needed actions and measurable outcomes can be determined.

DRAFT

Attachments:

- 1. CCSD 2018 Board Goals
-

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___PIERSON___FARMER___RICE___STEIDEL___HOWELL

CAMBRIA COMMUNITY SERVICES DISTRICT

DIRECTORS:

AMANDA RICE, President
 JIM BAHRINGER, Vice-President
 HARRY FARMER, Director
 AARON WHARTON, Director
 DAVID PIERSON, Director


OFFICERS:

JEROME D. GRUBER, General Manager
 MONIQUE MADRID, District Clerk
 TIMOTHY J. CARMEL, District Counsel

1316 Tamsen Street, Suite 201 • P.O. Box 65 • Cambria CA 93428
 Telephone (805) 927-6223 • Facsimile (805) 927-5584

CCSD 2018 Board Goals

Approved on February 22, 2018

Goal 1: Create standing committees (Infrastructure, Finance, Emergency Services).

Possible Measurable Actions

1. Appoint 2 Directors for each committee to lead full implementation of standing committees.
2. Develop structure and mission for each committee.
3. Outline committee membership: how many, method of appointment, terms of service, etc. (We could develop this for individual committees or have one process/standard that matches the PROS process (except that the new standing committees include 2 Board members.))

Goal 2: Evaluate policy documents (Water Master Plan, conservation policy) ordinances, personnel and other policies.

Possible Measurable Actions

1. Which need updating, attention to implementation, missing policies?
2. Prioritize and set order for any needed updates/creation.

Goal 3: Initiate a long range, participatory strategic planning.

Possible Measurable Actions

1. Update Mission Statement and Vision for District with active public engagement.
2. Begin comprehensive District-wide assessment of current capacities and needs (through committees).
3. Build Board capacity and effectiveness through professional training opportunities.

2019 COMMITTEE AND SUBJECT MATTER ASSIGNMENTS

STANDING COMMITTEE ASSIGNMENTS		
	Director	Public Member
Finance	Steidel	Ted Siegler Dewayne Lee Mary Maher Marvin Corne Cheryl McDowell
Resources & Infrastructure	Howell	Karen Dean Tom Gray James Webb Paul Nugent Brad Fowles
Policy	Rice	Mike Lyons John Nixon Gordon Heinrichs John Rohrbaugh Lauren Younger
AD HOC COMMITTEE ASSIGNMENTS		
Affordable Housing	Steidel Rice	2019 TBD
Audit	Pierson Steidel	2019 TBD
Emergency Services	Pierson Steidel	2019 TBD
GM Search Committee	Pierson Rice	2019 TBD
Grants	Finance Committee	2019 TBD
SWF	Pierson Rice	2019 TBD
Tyler Incode	Farmer Howell	2019 TBD
Water Efficiency	Infrastructure Committee	2019 TBD
LIAISON ASSIGNMENTS		
Cambria Fire Safe Focus Group	Pierson	Varies
Cambria Forest Committee	Farmer	Varies
Friends of Fiscalini Ranch Preserve	Farmer	2 nd Thur/6:00 p.m./Rabobank Community Room 1070 Main Street Cambria, CA 93428
North Coast Advisory Council	Howell	3 rd Wed/6:30 p.m./Rabobank Community Room 1070 Main Street Cambria, CA 93428
San Simeon CSD	Rice	2 nd Wed/6:00 p.m./Cavalier Banquet Room 250 San Simeon Avenue, San Simeon CA 93452

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO **13.F.**

FROM: Pamela Duffield, Finance Manager

Meeting Date: April 18, 2019

Subject: DISCUSSION REGARDING REDUCED
WATER RATES FOR LOW INCOME
RATEPAYERS**RECOMMENDATIONS:**

Staff recommends that the Board of Directors review and discuss options offering a reduced water rate for low income ratepayers and provide staff direction as deemed appropriate.

FISCAL IMPACT:

It is estimated that a water rate reduction, applied similarly to the current wastewater rate reduction of 40% for up to 12 units of water use, would result in decreased revenues of approximately \$3,961 per billing period or \$23,766 annually. Any rate reduction in the Water Fund would be reimbursed through a General Fund transfer.

Additionally, an initial cost of approximately \$2,000 would be necessary to make utility billing system programming changes within the water rate tier structures, to accommodate a tier for a reduced low income water rate.

DISCUSSION:

The Board of Directors requested staff provide cost information if water rates were reduced for low income ratepayers. Currently, CCSD Municipal Code section 3.04.040 offers a rate reduction for wastewater customers, upon submission of proof that they are eligible and enrolled in Pacific Gas & Electric's (PG&E) California Alternate Rates for Energy (CARE) Program. The application criteria for the PG&E CARE program has been included as an attachment for your review. For this fiscal year wastewater rates have been reduced as follows:

Wastewater Rate Reduction for Low Income Ratepayers

FY	Billing Period	Low Income Ratepayers	Total Units Used	40% w/max of 12 Units - Rate Reduction
2018/19	Jul-Aug	87	922	3,899.02
2018/19	Sep-Oct	94	846	3,812.90
2018/19	Nov-Dec	101	755	3,649.40
2018/19	Jan-Feb	109	747	4,249.04
			Total	15,610.35

Assuming the same customer count and units used for the Jan-Feb 2019 billing period, the estimated water rates would be reduced as follows:

Proposed Water Rate Reduction for Low Income Ratepayers

FY	Billing Period	Low Income Ratepayers	Total Units Used	40% w/max of 12 Units - Rate Reduction
2018/19	Jan-Feb	109	747	3,961.34

Staff recognizes that different approaches to rate reductions may be considered and can prepare calculations for future agenda discussion based on direction that your Board deems appropriate.

Lastly, attached are the PGE CARE Application and CCSD Low Income Wastewater Application, which address eligibility criteria for Board discussion and possible direction to staff.

Attachment: PG&E CARE Program Application
CCSD Low Income Wastewater Application

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___PIERSON___FARMER___RICE___STEIDEL___HOWELL___

CARE Program

California Alternate Rates for Energy
pge.com/care • 1-866-743-2273

Offers a monthly discount on energy bills for qualifying households.

FERA Program

Family Electric Rate Assistance
pge.com/fera • 1-800-743-5000

Offers a monthly discount on electric bills for households of three or more people with a slightly higher income than required for CARE.

Email: CAREandFERA@pge.com

Programa CARE

California Alternate Rates for Energy
pge.com/care-es • 1-866-743-2273

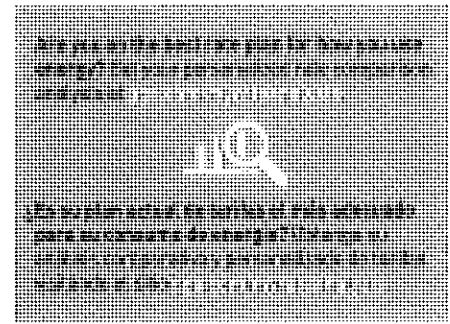
Ofrece un descuento mensual en las facturas de energía a los hogares que reúnan los requisitos de ingresos.

Programa FERA

Family Electric Rate Assistance
pge.com/fera-es • 1-800-660-6789

Ofrece un descuento mensual en las facturas de electricidad a familias de tres o más personas que reciban un ingreso ligeramente más alto que el requerido para CARE.

Email: CAREandFERA@pge.com



Program Income Guidelines [good until May 31, 2019] • Requisitos de ingreso del programa [válido hasta el 31 de mayo, 2019]

	Number of People in Household • Número de personas en el hogar	Income Ranges							Each additional person, add Por cada persona adicional, añada
		1-2	3	4	5	6	7	8	
Total Gross Annual Household Income* Ingreso bruto total anual del hogar*	CARE	\$32,920 or less/ó menos	\$41,560 or less/ó menos	\$50,200 or less/ó menos	\$58,840 or less/ó menos	\$67,480 or less/ó menos	\$76,120 or less/ó menos	\$84,760 or less/ó menos	\$8,640
	FERA	Not Eligible No es elegible	\$41,561-\$51,950	\$50,201-\$62,750	\$58,841-\$73,550	\$67,481-\$84,350	\$76,121-\$95,150	\$84,761-\$105,950	\$8,640-\$10,800

*Total gross annual household income includes all taxable and nontaxable revenues from all people living in the home, from whatever sources derived, including, but not limited to, wages, salaries, interest, dividends, spousal and child support payments, public assistance payments, Social Security and pensions, housing and military subsidies, rental income, income from self-employment and all employment-related, non-cash income.

*El ingreso bruto total anual del hogar incluye todos los ingresos sujetos a impuestos y exentos de impuestos de todas las personas en el hogar, cualquiera sea su procedencia, incluido pero no limitado a: sueldos, salarios, intereses, dividendos, pagos por pensión alimenticia a hijos y cónyuge, pagos por asistencia pública, Seguro Social y pensiones, subsidios de vivienda y militar, ingreso proveniente de rentas, ingreso por trabajo autónomo y relativo a cualquier empleo, ingreso no pagado en efectivo.



NO POSTAGE
NECESSARY
IF MAILED
IN THE
UNITED STATES

BUSINESS REPLY MAIL
 FIRST-CLASS MAIL PERMIT NO. 27109 SAN FRANCISCO, CA

POSTAGE WILL BE PAID BY ADDRESSEE

PACIFIC GAS AND ELECTRIC COMPANY
 CARE/FERA PROGRAM
 P.O. BOX 7979
 SAN FRANCISCO, CA 94120-9445



Solutions for saving
 on your monthly PG&E bill

CARE or FERA is available for income-qualified households



Soluciones para ahorrar en su
 factura mensual de PG&E

Los programas CARE o FERA están disponibles para hogares que reúnan los requisitos de ingresos



Together, Building
 a Better California

THE FOLLOWING INFORMATION MAY HELP YOU COMPLETE THE APPLICATION.

How do I qualify for CCSD's Low Income Wastewater Utility Reduction Program and/or Fire Suppression Assessment Fee Waiver?

1. The Low Income Wastewater Utility Reduction Program provides for a 40% discount on wastewater charges up to a maximum of 12 units per billing cycle.
2. The Fire Suppression Assessment Fee Waiver Program for Low Income Property Owners provides for a full waiver of the annual assessment levied by the District for fire suppression purposes (approximately \$50 per year).

You may qualify for the Low Income Reduction Program if you meet eligibility criteria established by the California Public Utilities Commission for the Pacific Gas and Electric (PG&E) California Alternative Rates for Energy (CARE) discount program for low income households and housing facilities. Further information on the CARE program is available by calling 1-866-PGE-CARE or from the PG&E web site (www.pge.com).

To participate in the CCSD Programs, you may not own real property valued at \$30,000 or more, except the home receiving service.

Customers participating in the program(s) must also agree to implement water conservation programs as recommended by the District and to follow proper weed abatement procedures as determined by the Fire Chief for fire protection.

Can I qualify for a reduction if I live in a multiple tenant project (trailer or mobile home park, apartment building, etc.)?

Yes, if the multiple tenant property / project owner agrees, in writing, to pass on the savings to the eligible households in the project. The owner must also agree to permit the District to audit project records to verify that the savings are being passed on to the eligible household.

Tips to help you fill out the application:

1. You must provide the CCSD Account Number assigned to the service address on the application.
2. If the applicant is different from the CCSD account holder, the reduced rate is still available. To qualify, the name of the person on the CCSD account for the service address must be provided in Line 6.
3. Your PG&E utility bill must show participation in the CARE program. The District accepts the PG&E income determinations as proof of eligibility.
4. Signature: If the applicant signs with an X, the X must be witnessed and the witness must sign in the space provided.

Terms of Eligibility:

Customers and multiple projects are eligible for the reduction until such time as they no longer meet the established standards. **Eligibility for this program must be renewed annually before July 15th of each year.** Please make sure all of the questions have been answered. If the application is incorrect or incomplete, the reduced rate could be delayed or denied. If you have questions, please call (805) 927-6223.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. 14.A.

FROM: Monique Madrid, Assistant General Manager/Admin Dept. Manager

Meeting Date: April 18, 2019 Subject: CONSIDERATION OF APPROVAL OF AN AMENDED EMPLOYMENT AGREEMENT WITH PAAVO OGREN AND ADOPTION OF RESOLUTION 16-2019 AMENDING THE DISTRICT SALARY SCHEDULE

RECOMMENDATIONS: It is recommended that the Board of Directors approve an Amended Employment Agreement ("Agreement") with Paavo Ogren and adopt Resolution 16-2019 to amend the CCSD Salary Schedule.

FISCAL IMPACT: None. The fiscal impact has not changed, rather these are clarifications to the Agreement.

DISCUSSION: At the April 11, 2019 regular Board meeting, the Board approved an Amended Employment Agreement with Paavo Ogren designating him Interim General Manager and adopted Resolution 15-2019 amending the District Salary Schedule. Technical corrections to the Employment Agreement and the Salary Schedule are needed. Health and Dental premiums will be paid as "cash in-lieu." Vacation leave will be paid at a rate of one day per month. Other benefits provided in the Amended Employment Agreement are provided on a pro-rata basis, based on 24 hours per week.

Attachments: Resolution16-2019
Exhibit A Salary Schedule
Amended Employment Agreement with Paavo Ogren

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___PIERSON___ FARMER___ RICE___ STEIDEL___ HOWELL___

RESOLUTION 16-2019

April 18, 2019

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
AMENDING THE DISTRICT'S SALARY SCHEDULE AND ESTABLISHING A
PAY SCHEDULE FOR THE POSITION OF INTERIM GENERAL MANAGER

WHEREAS, the Board of Directors desires to appoint Paavo Ogren, to serve as Interim General Manager for the Cambria Community Services District; and

WHEREAS, Mr. Ogren is a current member of CalPERS, and therefore even though he will be a temporary part-time employee his employment with the District requires that he be enrolled with CalPERS and his earnings with the District properly reported; and

WHEREAS, CalPERS requires that pay amounts be established pursuant to publicly available pay schedules; and

WHEREAS, publicly available pay schedules are required to comply with California Code of Regulations (CCR) Section 570.5.

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

1. The revised Cambria Community Services District Salary Schedule, attached hereto and incorporated herein as Exhibit A, is hereby approved.
2. In accordance with CalPERS regulation CCR §570.5, the pay rate and pay schedule for the position of Interim General Manager shall be at the rate of \$99 per hour. Health and dental insurance premiums will be paid as cash in-lieu. Vacation leave will accrue at a rate of one day per month. Other benefits provided in the Employment Agreement are provided on a pro-rata basis, based on 24 hours per week.
3. This Resolution and the salaries contained in Exhibit A shall constitute a publicly available pay schedule as required by Government Code Section 20480. Pursuant to CCR §570.5, it shall be immediately accessible and available for public review during the District's normal business hours.
4. This Salary Schedule shall be effective retroactively to April 11, 2019. This Resolution and the pay schedule contained herein shall be retained by the District in its official records on a permanent basis.

Resolution 16-2019 was adopted at a Regular Meeting of the Cambria Community Services District on April 18, 2019.

David Pierson
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

Haley Dodson, Deputy District Clerk

Timothy Carmel, District Counsel

Exhibit A to Resolution 16-2019
CAMBRIA COMMUNITY SERVICES DISTRICT
SALARY SCHEDULE
FOR THE PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019
UPDATED APRIL 18, 2019

POSITION TITLE	STEP A	STEP B	STEP C	STEP D	STEP E	10 YEARS	15 YEARS	20 YEARS
						SERVICE STEP E+5%)	SERVICE STEP E+7.5%)	SERVICE STEP E+10%)
SERVICE EMPLOYEES INTERNATIONAL UNION (ANNUAL AMOUNTS)								
Administrative Technician I	41,966	44,064	46,268	48,581	51,010	53,561	54,836	56,111
Water Treatment OIT	44,333	46,550	48,877	51,321	53,887	56,581	57,928	59,276
Maintenance Technician	44,555	46,782	49,121	51,577	54,156	56,864	58,218	59,572
Water Treatment Operator I	46,368	48,687	51,121	53,677	56,361	59,179	60,588	61,997
WasteWater Systems OIT	48,983	51,432	54,004	56,704	59,539	62,516	64,005	65,493
Administrative Technician II	49,970	52,469	55,092	57,847	60,739	63,776	65,295	66,813
WasteWater Systems Operator I	51,488	54,063	56,766	59,604	62,584	65,713	67,278	68,843
Water Treatment Operator II	52,526	55,152	57,910	60,805	63,845	67,038	68,634	70,230
Laboratory Technician	56,889	59,734	62,720	65,856	69,149	72,607	74,335	76,064
WasteWater Systems Operator II	58,035	60,937	63,984	67,183	70,542	74,070	75,833	77,597
Water Systems Operator T3/D2	59,501	62,476	65,600	68,880	72,324	75,940	77,748	79,556
Administrative Technician III	60,700	63,735	66,922	70,268	73,781	77,470	79,315	81,159
Finance Specialist-Payroll/Benefits	60,700	63,735	66,922	70,268	73,781	77,470	79,315	81,159
WasteWater Systems Operator III	64,123	67,329	70,696	74,230	77,942	81,839	83,788	85,736
WasteWater & Water Supervisors & SWF CPO	75,219	78,980	82,929	87,075	91,429	96,001	98,286	100,572
CAMBRIA FIREFIGHTERS (IAFF LOCAL: 4635) (ANNUAL AMOUNTS)								
Fire Captain	72,636	76,268	80,081	84,085	88,290	92,704	94,911	97,118
Fire Engineer	60,240	63,252	66,415	69,735	73,222	76,883	78,714	80,544
CAMBRIA FIREFIGHTERS (IAFF LOCAL: 4635) (HOURLY AMOUNTS)								
Firefighter (SAFER Grant)	13.65	14.33	15.05	15.80	16.59	N/A	N/A	N/A
CAMBRIA RESERVE FIREFIGHTERS (HOURLY RATE: NO STEPS)								
Reserve Recruit Firefighter **	12.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Firefighter **	12.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Fire Engineer **	13.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Lieutenant **	14.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
CAMBRIA EXEMPT EMPLOYEES (ANNUAL AMOUNTS)								
Deputy District Clerk (Confidential)	63,804	66,994	70,344	73,861	77,554	N/A	N/A	N/A
Management Analyst	63,804	66,994	70,344	73,861	77,554	N/A	N/A	N/A
Facilities & Resources Supervisor	74,945	78,692	82,627	86,758	91,096	N/A	N/A	N/A
District Clerk/Administrative Services Officer	111,572	117,151	123,008	129,159	135,616	N/A	N/A	N/A
Finance Manager	107,900	113,295	118,960	124,908	131,153	N/A	N/A	N/A
District Engineer/Utilities Department Manager	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
Fire Chief	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
Administrative Department Manager ***	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
General Manager	170,457	170,457	170,457	170,457	170,457	N/A	N/A	N/A
CAMBRIA LIMITED TERM EMPLOYEE (HOURLY RATE: NO STEPS)								
Interim General Manager *	99.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A

* Part-time employee working 24/hrs per week. This position receives cash in-lieu for health and dental premiums, vacation is accrued at 1 day per month and receives a pro-rata portion of other benefits as provided in the Employment Agreement based on 24 hours per week.

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

***Assistant General Manager designation receives 5% pay differential

Position with Confidential designation receives 5% pay differential

Red denotes a change

AMENDED EMPLOYMENT AGREEMENT

This Amended Employment Agreement ("Amended Agreement") is made, entered into and effective this 18th day of April, 2019, by and between the Cambria Community Services District (hereinafter referred to as "Employer," "District" or "CCSD") and Paavo Ogren (hereinafter referred to as "Employee"), who understand as follows:

WITNESSETH:

WHEREAS, the Employee and Employer previously entered into an Employment Agreement retaining Employee as a Strategic and Organizational Advisor to assist the Acting General Manager while the District conducts a recruitment for a new General Manager; and

WHEREAS, the person who has been serving as Acting General Manager cannot continue to serve in that position as a result of Government Code section 20480, which limits temporary pay upgrades for out-of-class service while an employer is actively recruiting to fill a staffing vacancy to 960 hours per each fiscal year; and

WHEREAS, the Board now desires to appoint and employ Employee as the Interim General Manager, and Employee desires to accept said appointment subject to the terms and conditions set forth herein.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

SECTION 1. EMPLOYMENT AS INTERIM GENERAL MANAGER

- A. Subject to the terms and conditions of this Amended Agreement, District hereby agrees to employ Employee as the Interim General Manager. As Interim General Manager Employee shall perform the duties of a general manager of a community services district, as set forth in Government Code Section 61051, which provides as follows:
- (a) The implementation of the policies established by the board of directors for the operation of the district.
 - (b) The appointment, supervision, discipline, and dismissal of the district's employees, consistent with the employee relations system established by the board of directors.
 - (c) The supervision of the district's facilities and services.
 - (d) The supervision of the district's finances.
- B. Employee shall assist the Board in the recruitment of a permanent General Manager.

C. Employee acknowledges that his appointment as Interim General Manager shall not imply, guarantee or create any right, expectation or entitlement of an appointment as the permanent General Manager.

SECTION 2. TERM AND TERMINATION

- A. This Amended Agreement shall take effect upon its execution by both parties and shall remain in effect until the earlier of December 21, 2019 or when a permanent General Manager is retained by the CCSD.
- B. Employee understands that he has no constitutionally protected property or other interests in his employment as the Interim General Manager and the position is considered to be an "at will" employment. Employee understands and expressly agrees that he serves in the Interim General Manager position at the will and pleasure of the Board and that he may be terminated from that position at any time by the Board, without cause, by providing Employee with ten (10) days prior written notice of such termination. Additionally, Employee shall have the right to resign from that position at any time by providing the Board with ten (10) days written notice of such resignation.

SECTION 3. WORK SCHEDULE, SALARY AND COMPENSATION AND PERFORMANCE REVIEW

- A. Employee's work schedule shall include working at the CCSD offices a minimum of two days per week. He shall also provide the CCSD with services on one additional day per week, which may be either from the CCSD or from his home or from other locations that may be convenient for the Employee. Overall, it is anticipated that Employee will provide approximately 24 hours per week of services to the District. Timesheets shall be submitted substantiating the hours worked.
- B. Employer agrees to pay Employee Ninety-Nine Dollars (\$99.00) per hour for his services as Interim General Manager, which compensation is set forth in Resolution 16-2019. Employee shall receive the following benefits: contributions to CalPERS, sick leave, administrative leave, and payment of Social Security costs and other legally required employment costs. Health insurance and dental insurance premiums will be paid as "cash in-lieu," and vacation leave will accrue at a rate of one day per month.
- C. Employer acknowledges that since Employee is currently a member of the California Public Employees Retirement System (CalPERS), his employment with the District shall be enrolled with CalPERS and his earnings reported accordingly. Employee agrees to pay one-hundred percent (100%) of the Employee designated share of the contribution to CalPERS in accordance with Section 2.08.150 of the CCSD Municipal Code.

- D. District's Board of Directors shall review the performance of Employee on a bi-monthly basis.

SECTION 4. GENERAL PROVISIONS

- A. The terms of this Amended Agreement are intended by the parties as the final expression of their agreement and may not be contradicted by evidence of any prior agreement or contemporaneous oral agreement. The parties further intend that this Amended Agreement constitutes the complete and exclusive statement of its terms and that no extrinsic evidence whatsoever may be introduced in any judicial or arbitration proceeding, if any, involving this Amended Agreement. Any amendments to this Amended Agreement must be in writing and executed by both parties.
- B. If any provision of this Amended Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired or invalidated thereby.
- C. This Amended Agreement shall be governed by the laws of the State of California. Employee and the District agree that venue for any dispute shall be in San Luis Obispo County, California.
- D. The parties acknowledge that they understand the significance and consequences of this Amended Agreement. The parties also acknowledge that they have been given full opportunity to review and negotiate this Amended Agreement and execute it only after full reflection and analysis, and that they have had an opportunity to review this document and its application and meaning with their respective attorneys and advisors. This Amended Agreement shall not be interpreted against the party who prepared the initial draft because all parties participated in the drafting of this Amended Agreement by having ample opportunity to review and submit suggested changes or corrections for incorporation into the final version of this Amended Agreement.
- E. Employee may not assign this Amended Agreement in whole or in part.
- F. This Amended Agreement may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.
- G. This Amended Agreement shall replace and supersede the Amended Employment Agreement between the parties dated April 11, 2019.

[Signatures on following page.]

IN WITNESS WHEREOF, District and Employee have executed this Amended Agreement on the day and year first set forth below.

DISTRICT:

EMPLOYEE:

David Pierson, President
Board of Directors

Paavo Ogren

Dated: _____

Dated: _____

ATTEST:

Haley Dodson
Deputy District Clerk

APPROVED AS TO FORM:

Timothy J. Carmel
District Counsel