

Table of Contents

Agenda	3
MANAGER'S REPORT	
SR 6 A GM Rpt	6
SR 6 A Attach Fire Dept_P Kellett Ltr of Appreciation to S Bitto and Crew	8
SR 6 A HISTORICAL SOCIETY THANK YOU CARD	9
SR 6 A SANTA LUCIA MIDDLE SCHOOL THANK YOU	10
SR 6 GM Rpt Fin Mgr Rpt.	11
SR 6 GM Rpt Fin Mgr Rpt Cash & Invest Jan, 2013	13
SR 6 GM Rpt Fin Mgr Rpt Debt Schedule	14
SR 6 A Fire Chief Report	15
SR 6 A Fire Stats February 2013	16
SR 6 A GM Rpt Dist Eng Rpt	17
SR 6 A GM Rpt Water SUPV Rpt.	18
SR 6 A Water Dept Monthly Summary Report for January 2013	19
SR 6 A 2012 SAN SIMEON CREEK WELL LEVEL CHART	20
SR 6 A 2012 SANTA ROSA CREEK WELL LEVEL CHART	21
SR 6 A SAN SIMEON CREEK YEARLY COMPARISON.	27
SR 6 A GM Rpt WW SUPV Rpt.	28
SR 6 A GM Rpt Facilities and Resources Report.	30
SR 6 A Fiscalini Ranch Trails 2012 1227	32
SR 6 A GM Rpt Admin Office Rpt FEB 2013	33
Consideration to Approve Expenditures for Month of January 2013	
SR 7 A Expenditure Rpt for Month of January, 2013	34
SR 7 A Expenditure Rpt-Department Codes	44
Consideration to Approve Minutes of Board of Directors Regular Meeting, December 20, 2012, January 17, 2013 and Special Meeting February 12, 2013	
SR 7 B 2012 1220 DRAFT CCSD ACTION MINUTES	45
SR 7 B 2013 0117 DRAFT CCSD ACTION MINUTES	54
SR 7 B 2013 0212 DRAFT MIN SPEC MTG	60
Consideration to Adopt Resolution 03-2013 Approving 2013 CCSD Board of Director Bylaws	
SR 7 C Consideration to Adopt 2013 CCSD Board of Director Bylaws	61
SR 7 C RESO 03 2013 Bylaws	62
SR 7 C Bylaws BOD REDLINE 2 21 13	63
Consideration to Adopt Resolution 05-2013 Approving Revised Fiscalini Ranch Event Policy and Resolution 06-2013 Adopting a Revised Fee Schedule to Include an Application Fee for Events at Fiscalini Ranch	

SR 7 D Consideration to Adopt Resolution 01-2013 Approving Revised Fiscalini Ranch Event Policy and Establish an Application Fee	73
SR 7 D Reso 05 2013 Appv Fiscalini Ranch Event Policy	74
SR 7 D Fiscalini Ranch Event Policy Rev 2-28-13	75
SR 7 D Reso 06 2013 to Adopt Revised Fee Schedule to Include an Application Fee for Events on Fiscalini Ranch.	76
SR 7 D Exhibit A Resolution 06 2013 Revising Fee Schedule to Establish an Application Fee for Events	77
Discussion and Consideration to Adopt Resolution 04-2013 Declaring Vehicles and Equipment Surplus and Authorizing the General Manager to Sell Them	
SR 7 E Discussion and Consideration to Approve Reso 04 2013 declaring surplus vehicles and equip and auth liquidation clean.	81
SR 7 E Resolution 04-2013 Declaring Surplus Vehicles and Equipment and Auth Liquidation	82
SR 7 E Exhibit to Reso 04-2013 Inventory of Vehicles and Equip clean.	83
Discussion and Consideration to Approve the Water Use Efficiency Plan Utilizing the Alternative Program B and Provide Staff Direction Regarding Implementation of the Plan	
SR 9 A Adopt CCSD Water Use Efficiency Plan	84
SR 9 A 2013 02_21 _Cambria Water Use Efficiency Plan_DRAFT FINAL_v2.	86
Consideration of Ordinance 01-2013 Amending Subsection B of §8.04.110 of the CCSD Municipal Code Relating to the Affordable Housing Program	
SR 9 B Introduce Ordinance to Amend Affordable Housing Program	151
SR 9 B DRAFT Ordinance 01 2013 CCSD Affordable Housing PRogram.	153
Discussion and Consideration of CCSD Board of Director's and General Manager's 2013/2014 Goals	
SR 9 C Discussion and Consideration of CCSD 2013_2014 Goals	155
Discussion and Consideration to Reschedule March 28 Regular Board Meeting	
SR 9 D Discussion and Consideration to Reschedule March 28 Regular Board Meeting.	158



CAMBRIA COMMUNITY SERVICES DISTRICT

REGULAR MEETING

Thursday, February 28, 2013– 12:30 PM

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

AGENDA

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

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

1. OPENING

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

2. SPECIAL REPORTS

- A. SHERIFF'S DEPARTMENT REPORT
- B. FIRE DEPARTMENT REPORT
(Estimated Time: 5 minutes)

3. ACKNOWLEDGMENTS/PRESENTATIONS

(Estimated Time: 15 minutes)

4. PUBLIC COMMENT

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

(Estimated Time: 20 minutes)

5. AGENDA REVIEW: ADDITIONS/DELETIONS AND PULLED CONSENT ITEMS

(Estimated Time: 5 minutes)

6. MANAGER'S AND BOARD REPORTS

- A. MANAGER'S REPORT

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

7. CONSENT AGENDA

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

- A. Consideration to Approve Expenditures for Month of January 2013
- B. Consideration to Approve Minutes of Board of Directors Regular Meeting, December 20, 2012, January 17, 2013 and Special Meeting February 12, 2013
- C. Consideration to Adopt Resolution 03-2013 Approving 2013 CCSD Board of Director Bylaws
- D. Consideration to Adopt Resolution 05-2013 Approving Revised Fiscalini Ranch Event Policy and Resolution 06-2013 Adopting a Revised Fee Schedule to Include an Application Fee for Events at Fiscalini Ranch
- E. Discussion and Consideration to Adopt Resolution 04-2013 Declaring Vehicles and Equipment Surplus and Authorizing the General Manager to Sell Them

(Estimated Time: 15 minutes)

8. HEARINGS AND APPEALS - None

9. REGULAR BUSINESS

- A. Discussion and Consideration to Approve the Water Use Efficiency Plan Utilizing the Alternative Program B and Provide Staff Direction Regarding Implementation of the Plan
- B. Consideration of Ordinance 01-2013 Amending Subsection B of §8.04.110 of the CCSD Municipal Code Relating to the Affordable Housing Program
- C. Discussion and Consideration of CCSD Board of Director's and General Manager's 2013/2014 Goals
- D. Discussion and Consideration to Reschedule March 28 Regular Board Meeting

(Estimated Time: 120 minutes)

10. FUTURE AGENDA ITEM(S)

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.

- A. Clarification of Proposed Amendment to Cambria Municipal Code §8.04.040 Regarding Annual Review of the Existing Commitment List

11. ADJOURN

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6. A.**

FROM: Jerry Gruber, General Manager

Meeting Date: February 28, 2013

Subject: MANAGER'S REPORT

ADMINISTRATION

Listed below are my General Manager's Report for February 2013 and other associated activities that I am working on with the assistance and support of CCSD Ad Hoc Committees, staff and district counsel.

- Staff continues to meet weekly regarding the CCSD conservation program. On February 12, 2013 the CCSD Board of Directors conducted a Special Meeting to solicit community input regarding the draft Water Conservation Plan presented by Lisa Maddaus of Maddaus Water Management.
- Staff met with Jon Turner of Phoenix Engineering the firm that prepared the bid documents for videotaping and cleaning 20% of the collection system. Staff is finalizing all of the necessary documents and will be scheduling a project kick off meeting in the next month. Staff anticipates the project starting in early spring after the rainy season has passed. This will allow for the CCSD to provide information to the community as the process moves forward. Staff has chosen a local contractor to oversee the daily activities and function as a project manager for approximately three to four hours per day.
- Staff continues to work with RBF regarding the Rodeo Grounds and Stuart Street Tank project.
- Staff is meeting weekly with both the Water and Wastewater Departments in finalizing the revised Capital Improvement Program (CIP) list. The list has been prioritized and will be incorporated into the 2013/2014 fiscal year budget.
- Phase one of the Wastewater Collection System Audit is near completion. I plan on having Jon Turner of Phoenix Engineering present his findings that will include a detailed slide show as part of the regular March board meeting.
- Staff has been in contact with Alex Handler of Bartle Wells and Associates regarding the revised connection fee evaluation. Once the CIP list is completed we will forward the revised document to Alex in so he can finalize the revisions to the connection fees.
- APT Water with the support of CCSD staff has started the Fats, Oils and Grease (FOG) Inspection program. This program is required as part of the CCSD's Sanitary Sewer Management Plan. Staff will be working collaboratively with businesses to replace grease traps that are not in compliance with the CCSD Municipal Code.
- Staff will be starting the fiscal year 2013/2014 budget process in early March. Staff will be working with the Ad Hoc Committees one on one as the budget process moves forward.

- Staff is nearing completion of live streaming the CCSD board meetings onto CCSD's website. This will include past CCSD board meetings and will provide the ability to watch board meetings live from wherever there is internet access.

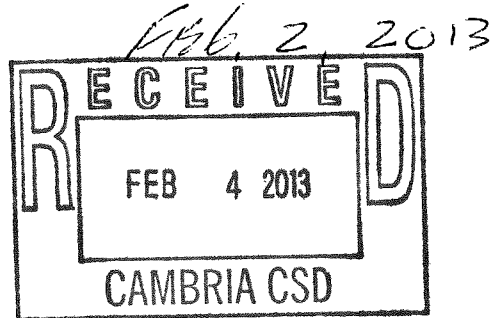
I attended the following meetings and or community events on behalf of the CCSD since CCSD's last Board of Directors' meeting January 17, 2013.

- Ad Hoc Water Alternatives Committee meeting.
- Two Water Conservation Ad Hoc Committee meetings.
- Met with President Thompson to discuss CCSD related matters.
- Attended Cambria Fire Department Strategic Planning session with President Thompson.
- Attended Parks, Recreation and Open Space Meeting.
- Attended Water Resource and Advisory Committee Meeting in San Luis Obispo.
- Agenda Review with President Thompson and Vice President Bahringer.
- Attended American Legion Meeting.
- Met with Pinedorado representatives relating to the upcoming event and the return of the Follies.
- Attended Historical Society's Board of Directors Meeting.
- Attended ribbon cutting ceremony at the San Simeon Wastewater Treatment Plant for their Title 22 non-potable water system.
- Met with the American Legion and the County of San Luis Obispo Public Works Department regarding the installation of a sidewalk and associated landscaping from the Veterans building parking lot to Cambria Avenue. This would complete the additions to the current memorial.
- Attended a meeting with Congresswoman Lois Capps, President Thompson, Vice President Bahringer and District Engineer Gresens regarding alternative water supply project.
- Met with Friends of Fiscalini Ranch (FFRP) Executive Director.
- Attended Camp Ocean Pines Board of Directors meeting.
- Attended annual CSDA San Luis Obispo County local chapter meeting held at Avila Beach Community Center.
- Attended Ad Hoc Shared Services stakeholders meeting with the CCSD, CCHD and local representatives.
- Continue to meet with staff on a regular basis.
- Continue to conduct phone conference calls with District Counsel.

paul kellett

2755 merlyn avenue, cambria, ca 93428 (805) 927-1037

Chief Mark Miller
Cambria Fire
2850 Boston Drive
Cambria, Ca. 93428



Just a quick note of thanks and appreciation for Steve Britto & crew who gave my wife Kathy a lift assist from our car to her 1st fl Bedroom on last week about 5:30pm.

Kathy had knee surgery 2 days before at UCLA Medical and was in a full leg brace cast w/instructions to not twist, bend, or put weight on the leg.

Steve & Co. Patiently provided the teamwork, skill and professionalism in the transfers to allow us to enjoy a warm welcome home.

With Grateful Appreciation,

Paul Kellett

CC: Jerry Gruber GM
CSD PO Box 65
Cambria Ca 93428

Kathy Kellett

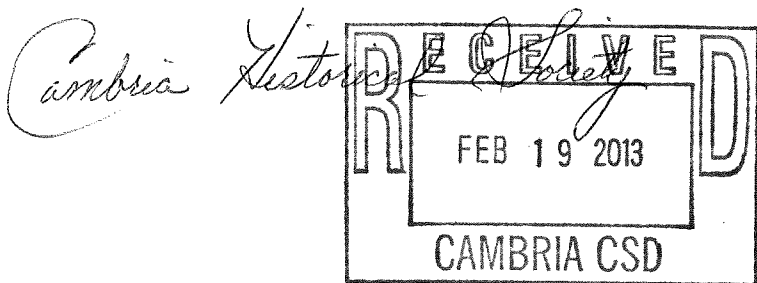
Hi to the Awesome Crew & Staff.

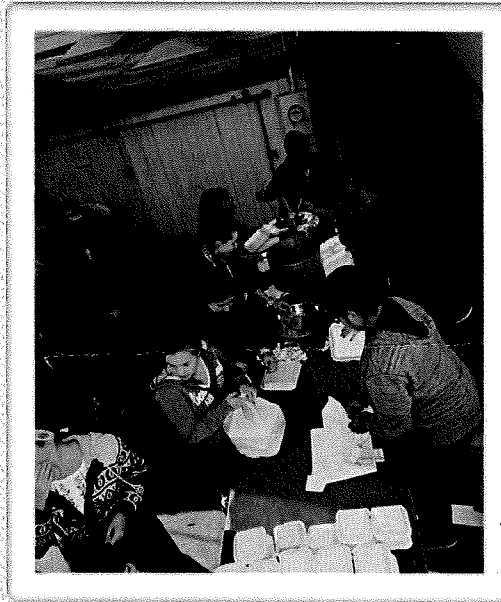
It's never too late to say
"Thank You" for your contribution to
the success of the festival 2012.

We appreciate all your efforts,
kindness and support. You
are a huge part of our "family"

Our community is lucky to
have you.

Taylor Helden
Sue Robinson
Co-Chairs





Thank You!

Dear C.C.S.D,

The students of Santa Lucia would like to thank you for your support for our fundraiser for our teacher, Mrs. Doherty. We raised over \$17,000 and it would have not been possible without the support from you. Mrs. Doherty is such an amazing teacher and person, we were all shocked when we heard that she was diagnosed with cancer. We all wish her a fast recovery and to get better soon. Your support helps us in the fight for Mrs. Doherty!

Sincerely,

The Santa Lucia Middle School Leadership class

BOARD OF DIRECTORS' MEETING-FEBRUARY 28, 2013
ADDENDUM TO GENERAL MANAGER'S REPORT
FINANCE MANAGER'S REPORT

AUDIT-The CCSD's audited financial statements for the fiscal year ended June 30, 2012 have been posted to the CCSD's website.

BUDGET- The Fiscal Year 2012/2013 Operating Budget has been posted to the CCSD website. The Second Quarter Revenue and Expenditure report for the six months ended December 31, 2012 has been posted to the CCSD website.

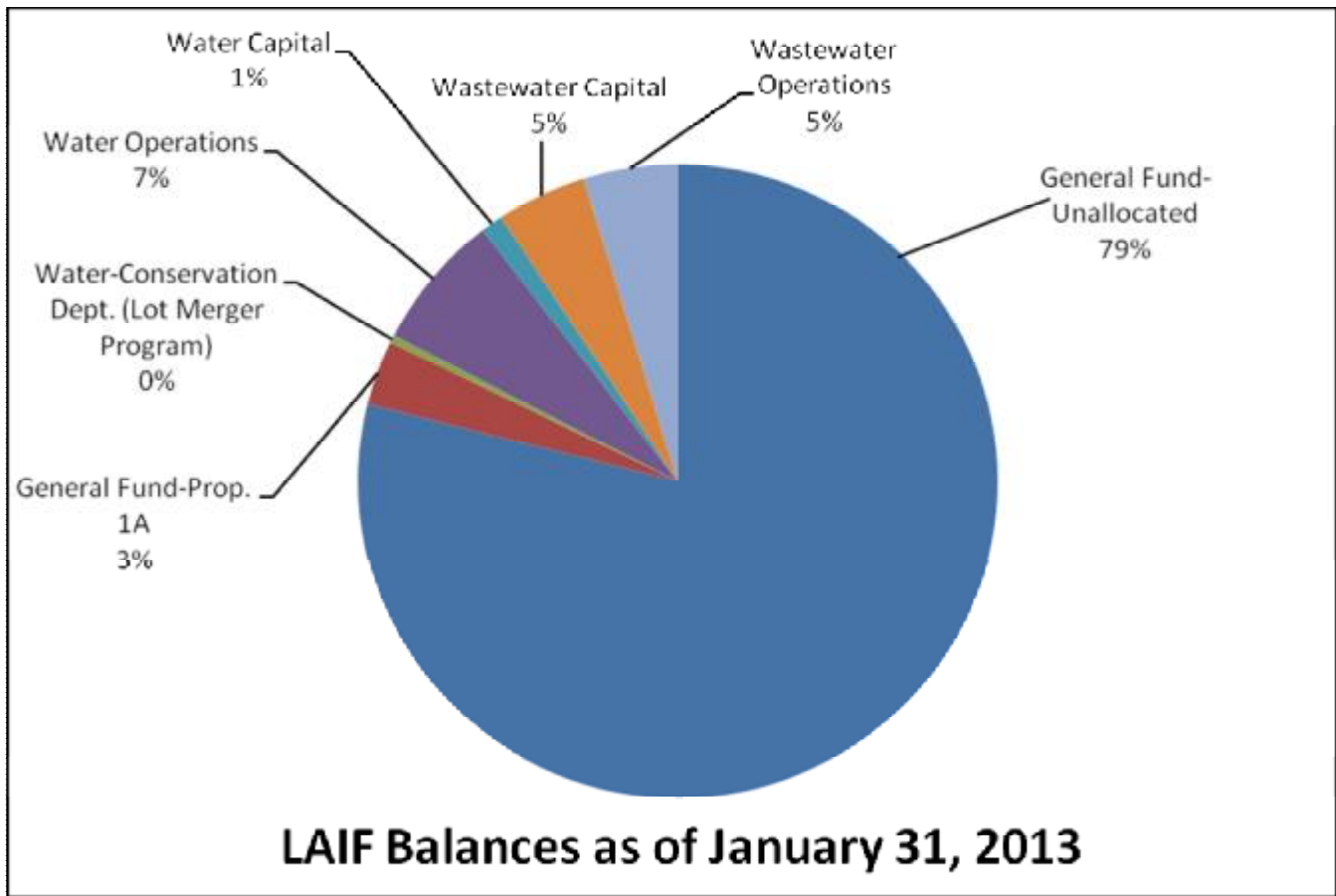
EXPENDITURES-There were no disbursements in excess of \$100,000 during January, 2013.

RESERVES-LAIF BALANCE-The balance in the Local Agency Investment Fund (LAIF) as of January 31, 2013 was \$4,837,561, which includes interest in the amount of \$3,328 for the period of October-December, 2012. The attached Schedule of Cash and Investments Balance indicates how the Cash and Investments balance compares to the prior month's balance as well as for the same month in each of the prior 4 years. Too much emphasis should not be placed on one month's activity; rather the information should be looked at on a trend basis.

The LAIF Balance is made up as follows (restrictions, if applicable, are noted):

<u>FUND</u>	<u>AMOUNT</u>
General	\$ 3,817,875
General (Proposition 1A)	\$ 159,286
Water (Conservation Dept.-Lot Merger Program)	\$ 19,382
Water (Operations)	\$ 335,403
Water (Capital)	\$ 53,985
Wastewater (Capital)	\$ 220,770
Wastewater (Operations)	\$ 230,859

With the exception of the restricted funds to offset a potential future Proposition 1A take-away, final reserve amounts are determined after all other fiscal year activity is recorded, reconciled and audited, although the balances are monitored during the fiscal year to ensure that funds set-aside for specific programs, such as the Lot Merger Program, are not overspent. The above amounts have been updated based on the audit for the fiscal year ended June 30, 2012 with the exception of the Resource Conservation Department's balance (for the Lot Merger Program), which has been updated as of December 31, 2012. The amounts have also been updated for the interest revenue received through December 31, 2012.



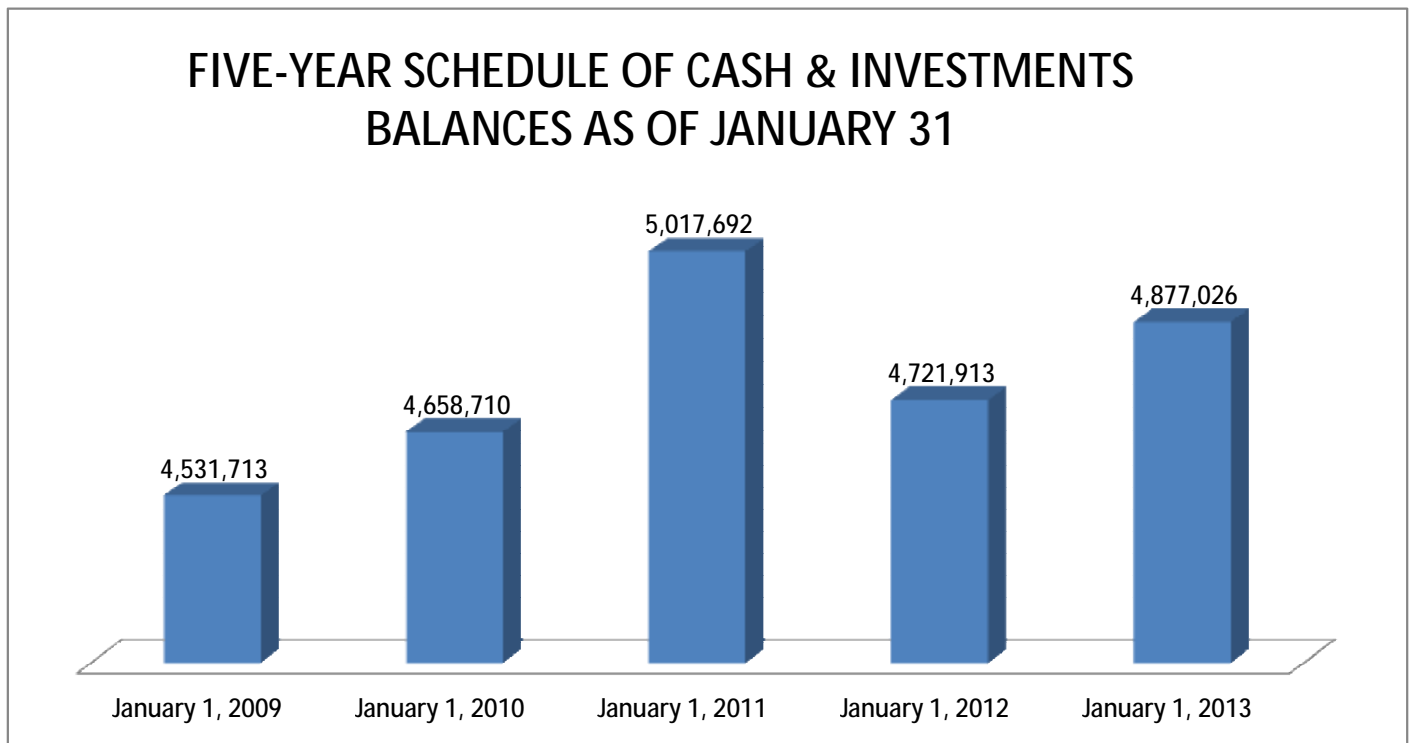
INTERNAL LOANS-As of January 31, 2013, the CCSD Board of Directors approved several internal loans to be made out of the General Fund to the Water and Wastewater Funds. To date, all of the costs that were to be paid from the loan proceeds were actually able to be fully paid for out of the Water or Wastewater Funds respectively with the exception of the \$166,000 loan for ACE match requirements. As such, this is the only loan currently outstanding and no additional loans are expected to be required for activity through January 31, 2013.

<u>BORROWING FUND</u>	<u>LOAN AMOUNT AUTHORIZED</u>	<u>COSTS TO DATE</u>	<u>AMOUNT OF LOAN OUTSTANDING TO DATE</u>	<u>PURPOSE OF LOAN</u>
Water	\$ 166,000	\$ 166,000	\$ 157,726	<u>ACE Matching</u>

EXTERNAL LOANS-As of January 31, 2013 the CCSD external debt is as shown per the attachment, including interest rates and prepayment penalty provisions. An analysis of the potential savings that could be generated by prepayment of some or all of the CCSD's debt obligations is will be brought to the Board in a meeting in the near future subject to the Board's direction regarding the CCSD's Reserve Policy being presented later in today's meeting.

**CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS' MEETING-FEBRUARY 28, 2013
ADDENDUM TO GENERAL MANAGER'S REPORT
FINANCE MANAGER'S REPORT ATTACHMENT
SCHEDULE OF CASH & INVESTMENTS BALANCE**

PERIOD ENDING	BALANCE	INCREASE/ (DECREASE FROM PRIOR YEAR	INCREASE/ (DECREASE FROM BASE PERIOD (January 31, 2013)
January 31, 2009	4,531,713	N/A	N/A
January 31, 2010	4,658,710	126,997	126,997
January 31, 2011	5,017,692	358,982	485,979
January 31, 2012	4,721,913	(295,779)	190,200
January 31, 2013	4,877,026	155,113	345,313



PERIOD ENDING	BALANCE	INCREASE/ (DECREASE FROM PRIOR MONTH
December 31, 2012	5,162,764	N/A
January 31, 2013	4,877,026	(285,738)

NOTES:

BALANCE includes amount on deposit with the LAIF plus Cash in Main Checking Account net of outstanding checks and deposits in transit plus Cash in Overflow Account.

All amounts are based on CCSD records.

BOARD OF DIRECTORS' MEETING-FEBRUARY 28, 2013
ADDENDUM TO GENERAL MANAGER'S REPORT
FINANCE MANAGER'S REPORT ATTACHMENT
SCHEDULE OF LONG-TERM DEBT

DESCRIPTION>	Bank Note (Funds 2006 Refund of 1995 Bonds)-65% Water	Bank Note (Funds 2006 Refund of 1995 Bonds)-35% Sewer	Bank Note (Funds 2006 Refund of 1999 Bonds)	State Revolving Fund Loan
DEBT HOLDER>	Citizens Bank	Citizens Bank	City National Bank	SWRCB
ORIGINAL PRINCIPAL>	1,233,375.00	664,125.00	2,245,000.00	2,592,324.38
INTEREST RATE>	4.50%	4.50%	4.55%	3.00%
FUND>	Water	Wastewater	Wastewater	Wastewater
DEPARTMENT>	Water	Wastewater	Wastewater	Wastewater
FINAL PAYMENT DATE>	5/1/2015	5/1/2015	9/23/2023	5/28/2016
PRINCIPAL BALANCE @ 2/1/13>	383,175	206,325	1,403,000	646,861
PROJECTED PRINCIPAL PAYMENT(S) FFY 2012/2013*>	166,985	89,915	94,000	154,651
PROJECTED INTEREST PAYMENT(S) FFY 2012/2013*>	17,243	9,285	65,975	19,406
PROJECTED BALANCE @ 6/30/13*>	216,190	116,410	1,403,000	492,210
PROJECTED PRINCIPAL PAYMENT(S) FFY 2013/2014*>	174,525	93,975	100,000	159,290
PROJECTED INTEREST PAYMENT(S) FFY 2013/2014*>	9,729	5,238	61,561	14,766
PROJECTED BALANCE @ 6/30/14*>	41,665	22,435	1,303,000	332,920
PROJECTED PRINCIPAL PAYMENT(S) FFY 2014/2015*>	41,665	22,435	109,000	164,069
PROJECTED INTEREST PAYMENT(S) FFY 2014/2015*>	1,875	1,010	56,807	9,987
PROJECTED BALANCE @ 6/30/15*>	0	0	1,194,000	168,851
PROJECTED PRINCIPAL PAYMENT(S) FFY 2015/2016*>	0	0	109,000	168,851
PROJECTED INTEREST PAYMENT(S) FFY 2015/2016*>	0	0	51,847	5,066
PROJECTED INTEREST PAYMENTS FFY 12/13-15/16*>	28,846	15,533	184,343	44,159
AVERAGE ANNUAL TOTAL (P+I) PAYMENT(S)**>	184,241	99,207	162,048	174,022
PREPAYMENT PENALTY>	Yes-1%	Yes-1%	Yes-Not allowed until 10/1/13, 3% from 10/1/13-4/1/16, 2% from 10/1/16-4/1/20, none after 10/1/20	No

*Presumes all scheduled payments are timely made.

**Average is based on years with a balance outstanding for the entire year. Payoff years are excluded if final amount is less than normal.

**BOARD OF DIRECTORS' MEETING FEBRUARY 28, 2013
ADDENDUM TO GENERAL MANAGER'S REPORT
FIRE CHIEF'S REPORT**

Response information is attached and represents activities for the month of January 2013. Progress updates and highlights regarding the different programs and services our department provides are identified below:

Prevention and Education (January 2013)

- **07** residential new and remodel fire plan reviews were completed.
- **06** residential and commercial technical fire inspections were conducted.
- **00** hydrant system flow test.
- **39** engine company commercial fire and life safety inspections were conducted.
- **02** public education event
- **08** residential smoke detectors were installed and or the batteries changed.

Meetings and Affiliations (January 2013)

- | | | |
|----------------------------------|---------|----------------------|
| • SLO County Haz Mat JPA | Jan. 07 | 1300-1600, SLO |
| • SLO County Chiefs Assn Meeting | Jan. 09 | 0900-1300, Morro Bay |
| • Kingston Bay Planning | Jan. 08 | 1100-1200, Cambria |
| • SLO EMSA | Jan. 09 | 1400-1600, Morro Bay |
| • Rodeo Grounds Pump Station | Jan. 15 | 1000-1130, Cambria |
| • SLO Fire Safe Council | Jan. 24 | 0900-1200, SLO |

Operations

The Fire Department held its annual banquet on Saturday February 9th at the Cavalier in San Simeon. The annual event is an opportunity to recognize the Firefighter of the Year selected by Fire Department personnel for outstanding dedication and performance. This year Reserve Firefighter **Ben Shank** was honored for his exceptional performance during calendar year 2012. Please join us in recognizing Ben for his outstanding service.

Fire Department personnel recently participated in a Strategic Planning Retreat. The session was held and facilitated by Cambria CSD Fire Department staff in an effort to identify and document the future direction of the organization. Ideas and information identified at the retreat will be used to formulate a long range (5 to 10 year) vision for the department. The work from the retreat will be formulated into a draft document to be shared with the Board and Community to seek further input and approval prior to the production of a final copy to be presented to the CCSD Board of Directors for approval and implementation. The last long range Strategic Plan for the Cambria CSD Fire Department was completed in 1999.

The Fire Department will soon be recruiting for the position of Reserve Firefighter. The Department typically operates with a staff of 15 to 20 Reserve Firefighters but due to a number of them finding employment as full time Firefighters these numbers have dwindled to 9. Moving on are Reserve Fire Engineer /Paramedic **Matt Brody** and Reserve Firefighter/Paramedic **Keith Drummond**, recruited as Firefighters for the Santa Barbara County Fire Department; Reserve Fire Engineer/Paramedic **Sean Horton** who is currently working as a Paramedic for the City of Cheyenne Wyoming; Reserve Firefighter **Dylan Cox** recruited as a Firefighter for the 5 Cities Fire Authority; Reserve Firefighter/Paramedic **Robert Rondinella** will be starting with the Contra Costa County Fire Department and Reserve Firefighter **Joe Ramirez** will begin a career in Oregon. Every year the Cambria CSD Fire Department loses a number of its reserve personnel to full time employment. This speaks highly of organization and the quality of reserve personnel the department has been able to recruit through the years.

CMB Fire Monthly Stats: Incidents

Categories	13-Jan	13-Feb	13-Mar	13-Apr	13-May	13-Jun	13-Jul	13-Aug	13-Sep	13-Oct	13-Nov	Dec-13	Totals
Fire	0												0
Hazardous Mat.	0												0
Medical*	30												30
Vehicle TC	0												0
Hazardous Situations	4												4
Public Service Assist	10												10
False Alarms	10												10
Agency Assist	0												0
Mutual Aid	2												2
Auto Aid	2												2
Rescue	0												0
Fire Investigations	0												0
Monthly Response Totals	58												58
Cumulative Totals													58

BOARD OF DIRECTORS' MEETING – FEBRUARY 28, 2013
ADDENDUM TO GENERAL MANAGER'S REPORT
DISTRICT ENGINEER'S REPORT

This past month's non-CIP work tasks were focused on the Water Conservation Program update and associated special meeting workshop conducted on February 12, 2013. A related discussion item on today's agenda includes consideration by the Board to adopt a "Water Efficiency Plan." Please also note the earlier public review draft conservation plan circulated on February 8, 2013 and discussed during the February 12, 2013 workshop has been renamed based on input received during the workshop.

District staff (Gresens & Gruber) along with Directors Rice and Bahringer also attended the County's February 6, 2013 Water Resources Advisory Committee (WRAC) meeting to further discuss and present the January 17, 2013 Board direction on requested edits to the County's draft biennial Resource Management System report. There was no action taken on this issue by the WRAC, and staff requested its inclusion on the next WRAC meeting agenda, which is scheduled for March 6, 2013.

Staff has also been working closely with Water Department Superintendent Jim Adams and Wastewater Department Superintendent Mike Finnigan in updating proposed water and wastewater capital improvement projects. This effort is being coordinated further with the district's connection fee consultant, Bartle Wells.

Compared to prior months, this report is including the following summary on the long-term water supply project, which was previously provided as a separate report (6.B). Therefore, you will not find this separate report starting with this month's report. The long-term water supply project EIR/EIS effort is in progress by the Army Corps consultant. In addition, district staff (Gresens and Gruber) along with Board President Thompson and Director Bahringer met with Congresswoman Lois Capps and her local district representative Greg Haas on February 19, 2013 to further discuss the long-term water supply project. Congresswoman Capps was very supportive and interested in hearing from the district. She was briefed on the alternatives currently being analyzed, desired input to a potential Water Resource Development Act (WRDA) bill, and funding needs for Corps oversight of the existing consulting contracts.

BOARD OF DIRECTORS' MEETING FEBRUARY 28, 2013
ADDENDUM TO GENERAL MANAGER'S REPORT
WATER SUPERVISOR REPORT

Water Department operations:

- ✓ Attached is the Water department summary for January call outs, 120 in total.
- ✓ As of February both Creeks are still flowing past the well fields. Well levels are still normal (full) for this time of year.
- ✓ Continuing monitoring of the creeks.
- ✓ By Monthly well measurements.
- ✓ Plan to start surveying restaurants for plumbing fixtures mid February.
- ✓ Annual Air Pollution Control District (APCD) inspection of all our emergency generators completed and reports filed.

Maintenance and Distribution:

- ✓ Work to install the new chlorination system has begun on SR #4. Most of the conduit and wiring has been installed along with the vacuum feed system and circulation pump. The electrician is still waiting on a couple key components. We should be completed within a couple of weeks. Than the start up and testing of alarms will be accomplished.
- ✓ Fire hydrant replacement and maintenance is ongoing. (Maintenance consists of raising them to the proper grade, lubing them and new paint). The location of these hydrants are throughout town and prioritized by their accessibility / urgency.
- ✓ Monthly emergency generator maintenance.
- ✓ Replaced a booster pump motor at the Leimert booster station. (Miller Drilling Co. Assisted)

Administrative:

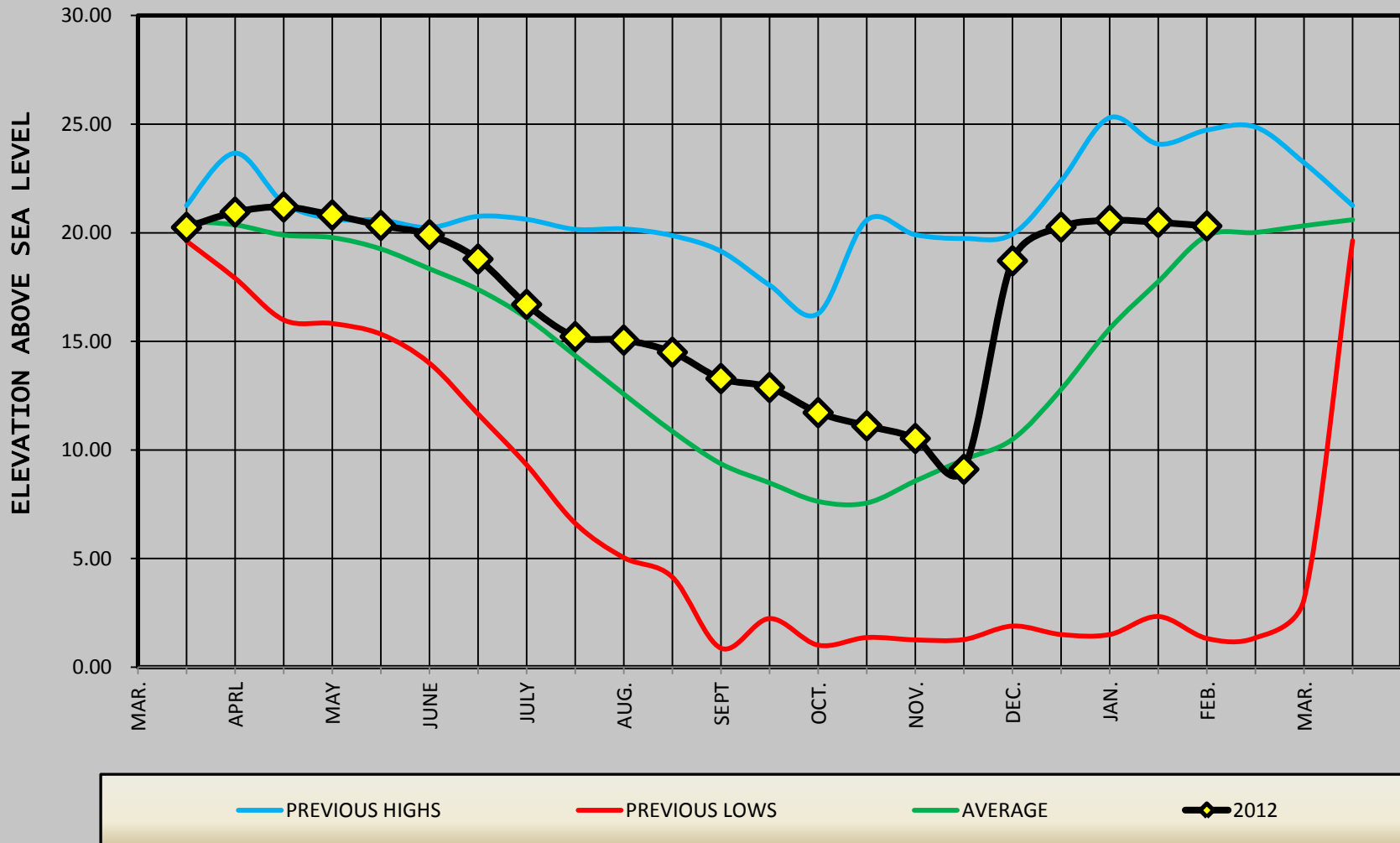
- ✓ Weekly meetings for our water conservation program are ongoing.
- ✓ Monthly State and local reports. Monthly reports consist of C.D.P.H. (California Department of Public Health) Surface water influence report. Coliform monitoring report. Also SLO Co. well and usage reports. CCSD production report, well levels and charts.

Jim Adams
Water System Supervisor

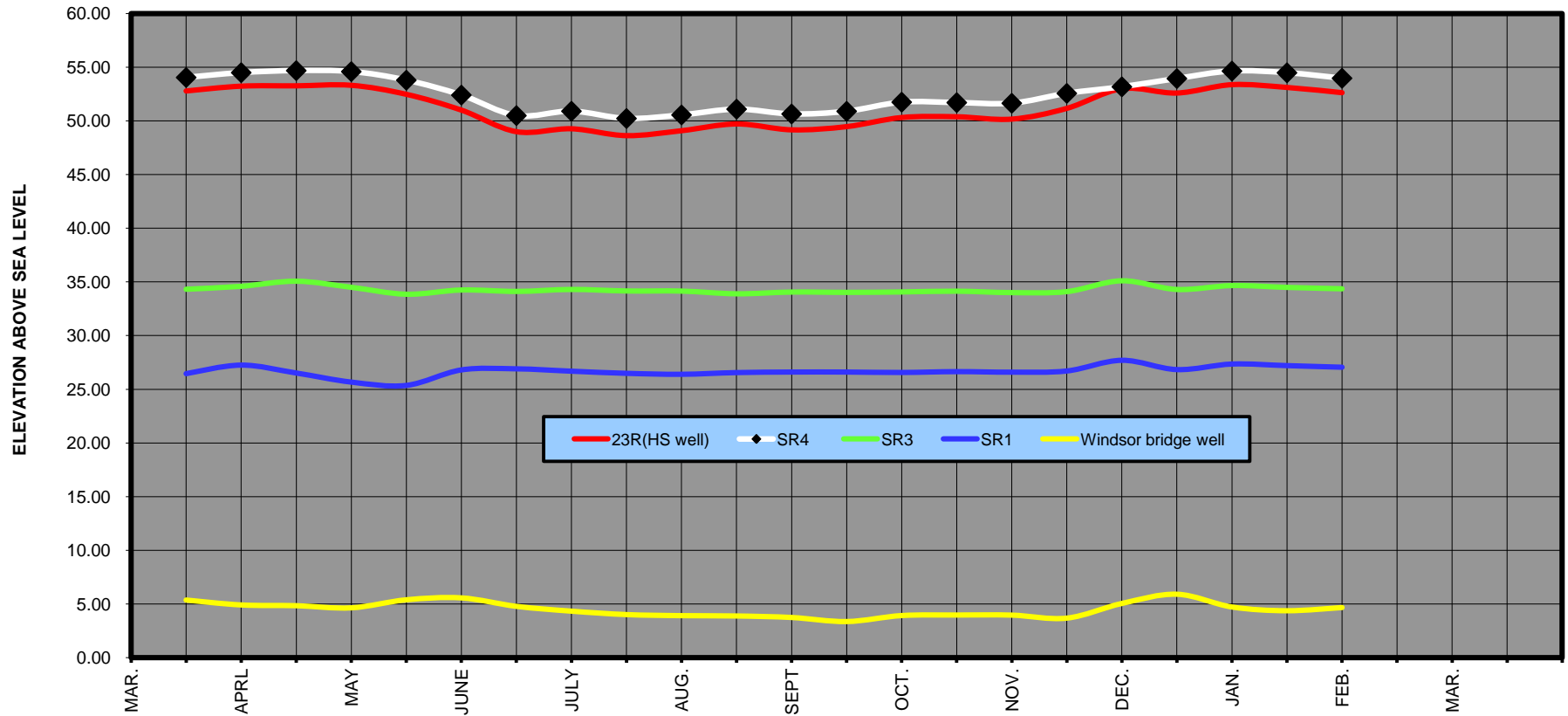
Water Department January 2013 Report

Nature Of Service Provided	Times Provided During Work hours	Times provided After hours	Total # of times provided
Read meter/locate meter	32		32
Leak/high usage on customers side of meter	22	4	26
Meter dial and/or Transmitter replaced (routine)	3		3
Lock/Unlock water meter	9		9
Shut off/ Turn on water at meter	2		2
Low water pressure			0
Dirty water Complaints			0
Taste and Odor Complaints			0
Repair leak in distribution system service line	8		8
System alarms handled by operator on call			0
Water Main break			0
Retro fit inspections (low flow toilets, hot water recirc pumps)	11		11
Water meter and service line up-grades for fire flow	1		1
U.S.A North locations	26		26
Meter monitor installed/show customer how to read meter			0
Water service replaced as routine maintenance			0
Angle stops replaced (routine maintenance)	2		2
Other as not described above			0
Total number of services preformed during work hours			116
Total number of services preformed after work hours			4
Total number of services preformed			120

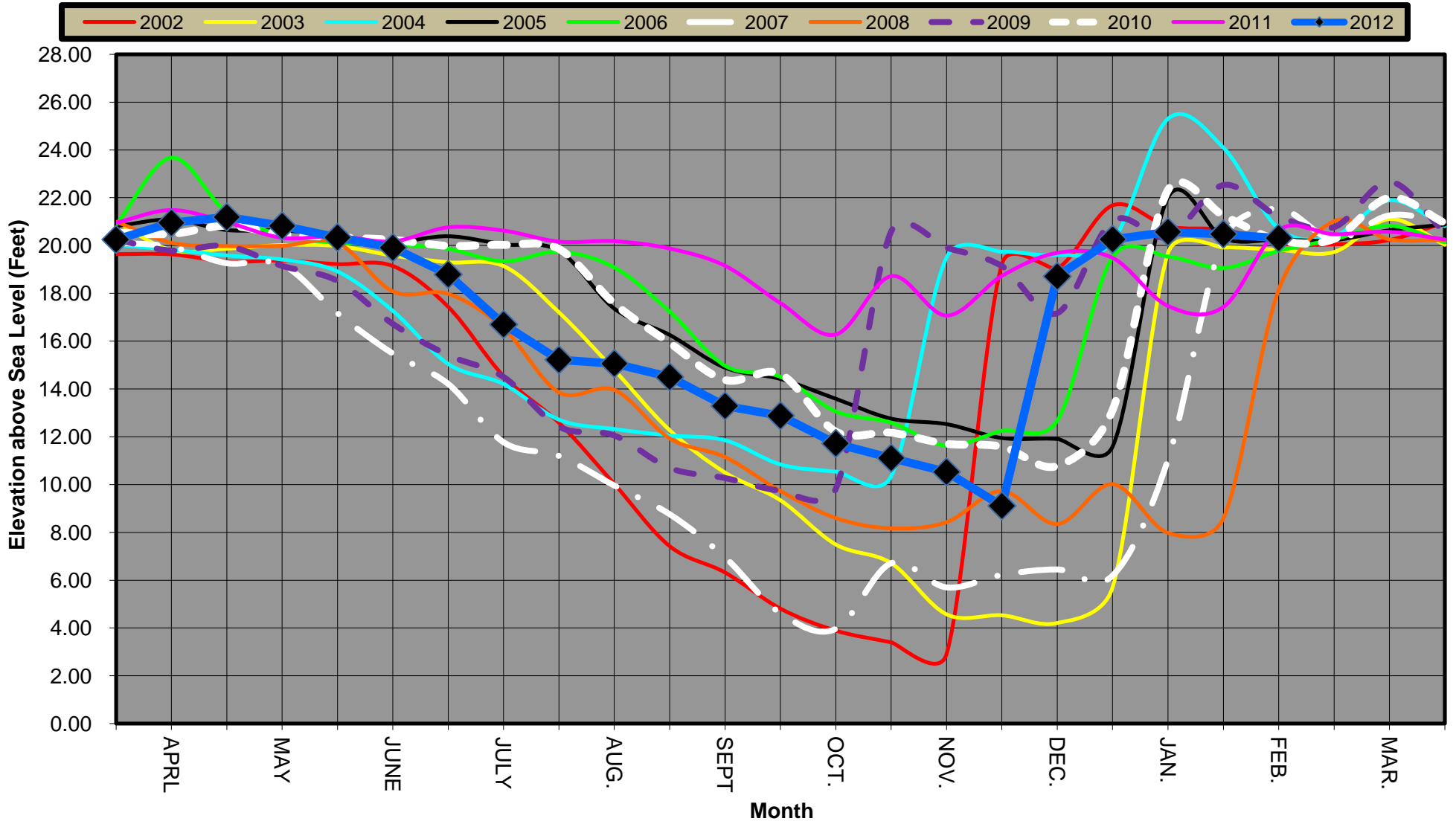
SAN SIMEON CREEK WELL LEVELS March 15th. 1988 - February 4th, 2013



SANTA ROSA CREEK WELL LEVELS March 15th, 2012 - February 4th, 2013



San Simeon Creek Well Levels Last 10 years March 15th, 2002 - February 4th, 2013



**BOARD OF DIRECTORS MEETING FEBRUARY 28, 2013
ADDENDUM TO GENERAL MANAGER'S REPORT
WASTEWATER SUPERVISOR REPORT**

Wastewater Treatment Plant (WWTP)

Operations and Maintenance:

- § Staff continues working on preventive maintenance and work orders.
- § Staff calibrated both the influent and effluent flow chart recorders.
- § Staff is currently working on annual WWTP report for 2012.
- § Taps Fabrication completed the installation of emergency lights, and switches on our new WW Ford F-250 service truck.
- § Paso Robles Commercial truck repair completed annual vector truck inspection.

Wastewater Collection System:

Operations and Maintenance:

- § The Water Department finished installing water meter and backflow device at lift stations #9, and A. (Re: personnel safety while priming pumps).
- § Staff worked with AT&T installing phone lines at lift stations #9, B, B2, B3, & A. To date, nine lift stations have successfully been switched over to the new alarm system, As a result overtime has been drastically reduced because phantom or false alarms are no longer occurring. The new installation has also saved the District approximately \$5,000 annually in what the cost was to run the old alarm system to now running the new efficient alarm system.
- § Staff used CCSD WW Vector and hydro cleaned sewer lines on Main street, Wilton Drive, and Ramsey street.
- § To improve monitoring and control, staff made programming changes to the new pump panel PLC's (process logic controllers) at lift station A1, and B4. Operators now have the capability to access historical alarms, flow, and wet well level data.
- § APT Water started inspecting all commercial grease traps per SSMP.
- § Staff replaced pump number two's check valve at lift station B3.
- § Staff applied Root X into sewer lines to maintain and minimize the possibility of an SSO.

Laboratory:

- § Assisting Cal Poly Engineering Students. For the previous 19 months, CCSD Wastewater Department has taken an active role in providing numerous engineering students the ability to complete the lab portion of their senior project at the CCSD WWTP facility.
- § Re-designed & updated sample logbook for 2013.
- § Received and installed the new update for the Operation 10 data management program which includes new formulas and historical charts

Effluent Sprayfield:

- § Wayne Cooper with A.G. services completed pump efficiency tests on well 9P7, and well 9P2.
- § Staff installed a new Istec flow sensor on well 9P7. This is part of CCSD's new non potable control system process and installation.

Meetings:

- § Attended a meeting with Phoenix Civil Engineering and Tesco control systems. We are developing a standard specification requirement for all lift station pump panels which incorporates the radio alarm telemetry system.
- § Weekly CIP meeting with all CCSD department heads.

Submitted by:

Mike Finnigan
Senior Wastewater Operator

BOARD OF DIRECTORS' MEETING – February 28, 2013
ADDENDUM TO GENERAL MANAGER'S REPORT FACILITIES AND RESOURCES
MANAGER'S REPORT

- Fiscalini Ranch:
 - § Staff took down and removed 2 dead trees on the Ranch behind Warren St.
 - § Events Policy:
 - Fiscalini Manager has been working with FFRP and PROS on establishing a fee for events on the ranch.
 - § East Ranch:
 - Fire department conducted an auto extrication drill.
 - § Rescue:
 - On Sunday January 20th, emergency crews rescued a 50 year old woman from a ravine on the ranch. The woman was found incoherent and having trouble breathing. She was airlifted to a nearby hospital.

- Skate Park:
 - § Porta Potty:
 - Harvey's Honey Hut's donated a new graffiti free portta potty for the park. They are also providing free service to it.
 - § Tree:
 - Staff cut and removed a fallen tree inside the park
 - § Bench:
 - Staff built and installed a new bench
 - § Staff continues to clean and supervise the park.

- Public Restrooms:
 - § Termite inspection was conducted on both public restrooms.
 - § Staff continues to provide daily service to both public restrooms owned by the District.

- Vet's Hall:
 - § 63 events were held at Veterans Memorial Building since last board meeting. Among those events were: Chamber Art and Wine Festival, Friends of the Elephant Seals Dinner, Friends of the Library book sale and Chamber of Commerce Western Dance.
 - § New Electric Line:
 - A broken electric line was discovered in the grounds of the parking lot. This line was used to power up a utility shed for staff, along with providing power for vendors of Farmer's Market.
 - Staff dug up and removed the 200 feet of broken line and replaced it.
 - § Fire Inspection:
 - 5 year sprinkler test was conducted on both Vet's Hall and Legion Hall
 - Yearly inspection of fire system was conducted.

- New signs indication where electric and gas shut offs are, were installed.
 - Staff is beginning to install 5 new emergency flood lights in the Vet's hall.
- § Railing:
- Staff found dry rot along entire deck railing outside of dining room.
 - Staff purchased all the material to replace entire deck railing and pre painted it.
 - Entire railing was removed and re built.
- § Painting:
- Staff continues to paint exterior trim and windows.
- § Cleaning:
- Staff continues to provide daily and weekly deep cleaning of Vet's hall.
- Facilities and Resources Supervisor attended PROS meeting, Executive Team meeting, weekly meeting with General Manager and monthly meeting with Executive Director for the Friends of the Fiscalini Ranch

Submitted by:
Carlos Mendoza
Facilities and Resources Supervisor/
Fiscalini Ranch Preserve Manager

base map source: google earth, image date 9-18-11



FISCALINI RANCH PRESERVE TRAILS

- Equestrian Use Permitted
- Equestrian Use Not Permitted
- ↔ Trail Entrance

Trails:

- 1 Bluff Trail (Hike)
- 2 Marine Terrace Trail (Hike/Bike/Equestrian*/Emergency Access)
- 3 Ridge Trail (Hike/Bike/Equestrian*)
- 4 Forest Loop Trail (Hike/Bike)
- 5 Victoria Lane Trail (Hike/Bike)
- 6 Meander Trail (Hike Only)
- 7 Creek to Forest Trial (Hike/Bike/Equestrian*)
- 8w Santa Rosa Creek Trail-West (Hike/Bike/Equestrian*)
- 8e Santa Rosa Creek Trail-East (Hike/Bike)
- 9 Creek to Ridge Tail (Hike/Bike/Equestrian*)
- 10 Ramsey Trail (Hike Only)
- 11 Wallbridge Trail (Hike/Bike)
- 12 Terrace to Ridge Trail (Hike/Bike)

*Equestrian Use is limited (by CCSD permit only)



NORTH
Not to Scale
12/27/12

Fiscalini Ranch Preserve Management Plan

Revised Public Access and Trails Plan

3

(per 9/13/12 Planning Commission Coastal Development Approval)

**BOARD OF DIRECTORS' MEETING FEBRUARY 28, 2013
ADDENDUM TO GENERAL MANAGER'S REPORT
ADMINISTRATIVE OFFICE REPORT**

Administration:

- We have received the majority of the (replacement) computers and software which we ordered through the State Contract. The ability to piggy back on the State Contract has afforded the CCSD a significant savings on the initial cost.
- We are preparing to sell the surplus vehicles identified in this month's Board agenda. We hope to be able to create a small amount of revenue by selling off equipment no longer used by the CCSD.
- We are also looking into the options available for a new financial management software system. Alleyne will be attending a conference this month where he hopes to learn about available options.

Human Resources:

Ethics training is coming up in March. I will also attend some training through Liebert Cassidy, and Whitmore in February.

Utility Accounts:

We are in the process of installing potable water and meters to monitor the water within the Wastewater Departments lift stations. This will increase the number of utility accounts. We have installed three (3) of these meters so far.

Conservation:

The Conservation group is currently exploring various ways to improve and implement some of the existing conservation measures. These measures are also included in the Draft Conservation Plan. We will continue to report on the updates as they are improved and ready for implementation.

We have placed an order for recirculation pumps and will continue to provide them to CCSD customers who are homeowners, home's ages exceed 20 years and average 12 units of water per billing period.

March 18-24 is "Fix a Leak Week." CCSD will be conducting water audits for residential customers whose accounts appear on the potential water loss list during the billing process for the January/February billing period.

We have attended two Cambria Farmers Markets in January and distributed an additional 23 showerheads. In total we have distributed an additional 86 showerheads since the last board meeting.

Training: Cortney has attended a Coastal Conservation meeting which includes public agencies from both San Luis Obispo County and Santa Barbara County on February 26.

Administration and Water departments are continuing to conduct public outreach and will be attending local Multiple Listing Service meetings in the near future.

Voluntary Lot Mergers:

We currently have \$ 19,000 remaining in the voluntary lot merger fund.

Submitted by,
Monique Madrid
Administrative Services Officer

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF JANUARY, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
ABILITY ANSWERING SERVICE	55411	1/23/2013	1	237.50	ADM/MONTHLY ANSWERING SERVICE JAN '13
ACCURATE MAILING SERVICE	55278	1/2/2013	1	700.00	WD/POSTAGE DEPOSIT FOR MAILING UTIL BILLS JAN 2013
ACCURATE MAILING SERVICE	55278	1/2/2013	2	700.00	WW/POSTAGE DEPOSIT FOR MAILING UTIL BILLS JAN 2013
ACCURATE MAILING SERVICE	55278	1/2/2013	3	100.00	WD/PROF MAILING SERVICE DEPOSIT FOR JAN 2013
ACCURATE MAILING SERVICE	55278	1/2/2013	4	100.00	WW/PROF MAILING SERVICE DEPOSIT FOR JAN 2013
ACCURATE MAILING SERVICE	55353	1/11/2013	1	29.21	WD/ REMAINDER POSTAGE DUE FOR NOV/DEC UTIL BILLS
ACCURATE MAILING SERVICE	55353	1/11/2013	2	29.22	WW/ REMAINDER POSTAGE DUE FOR NOV/DEC UTIL BILLS
ACCURATE MAILING SERVICE	55353	1/11/2013	3	63.67	WD/ REMAINDER DUE-MAILING SVCS- NOV/DEC UTIL BILLS
ACCURATE MAILING SERVICE	55353	1/11/2013	4	63.67	WW/ REMAINDER DUE-MAILING SVCS- NOV/DEC UTIL BILLS
ACCURATE MAILING SERVICE	55423	1/25/2013	1	64.24	WW/PRE-PAID POSTAGE FOR COMMERCIAL F.O.G. MAILING
				<u>1,850.01</u>	
ADAMS, JAMES R.	55279	1/2/2013	1	45.00	WD/MONTHLY CELLULAR PHONE SERVICE REIMB JAN 2013
ADVANTAGE LASER PRODUCTS	55412	1/23/2013	1	171.48	ADM/CHECK STOCK 1/15/13
AGP VIDEO	55295	1/2/2013	1	897.50	ADM/VIDEO PROD/DIST BOARD MEETING 12/20/12
AL'S SEPTIC PUMPING, INC	55332	1/11/2013	1	775.00	WD/ANNUAL CLEAN AND PUMP SERVICES OF SR-4 WELL
ALLIANCE FOR WATER EFFICIENCY	55425	1/31/2013	1	200.00	RC/ANNUAL MBRSHIP DUES 11/23/12 - 11/22/13
ALPHA ELECTRICAL SERVICE	55306	1/10/2013	1	1,207.50	WW/REPAIRED ALARM LIFT STN A1 11/28 AND 12/4/12
ALPHA ELECTRICAL SERVICE	55306	1/10/2013	1	3,443.50	WW/REPAIR ALARM LIFT STN B4 12/13 & 12/14/12
ALPHA ELECTRICAL SERVICE	55403	1/23/2013	1	682.50	WW/REPAIRED WIRING FOR ALARMS LIFT STNS 4 & 8
ALPHA ELECTRICAL SERVICE	55403	1/23/2013	1	4,155.00	WW/REPAIR LS-A1 JAN 2-3, REPAIR DRYWELL PUMP PNL
ALPHA ELECTRICAL SERVICE	55403	1/23/2013	1	450.00	WW/EMERGENCY REPAIR LSA REPLACE DORADO CARD 12/24
ALPHA ELECTRICAL SERVICE	55403	1/23/2013	1	210.00	WW/REPLACE FLOAT SWITCH LS-B1 DRY WELL SUMP PUMP
ALPHA ELECTRICAL SERVICE	55426	1/31/2013	1	2,775.00	WW/INSTALL AUTODIALER LS-B1, REPAIR LS-B4, DRYWELL
				<u>12,923.50</u>	
ALPHA FIRE & SECURITY	55307	1/10/2013	1	135.00	F&R/MONITOR FIRE ALARM SYS VET'S HALL FEB-APR 2013
AT&T	55401	1/23/2013	1	275.37	WD/ALARM VAN GORDON WELL FIELD BAL DUE JAN 2013
AT&T	55401	1/23/2013	1	10.00	WD/ALARM VAN GORDON WELL FIELD JAN 2013 (PD \$10)
AT&T	55401	1/23/2013	1	39.34	WW/ALARM LIFT STATION #B4 BAL DUE FOR JAN 2013
AT&T	55401	1/23/2013	1	10.00	WW/ALARM LIFT STATION #B4 (PAID \$10 TWD JAN BILL)
				<u>334.71</u>	
AT&T/CALNET2	55402	1/23/2013	1	57.83	WD/FAX LINE 927-6226 DEC 2012
AT&T/CALNET2	55402	1/23/2013	1	151.51	FD/PHONE SVC 927-6240 DEC 2012
AT&T/CALNET2	55402	1/23/2013	1	115.50	WW/PHONE SVC 927-6250 DEC 2012
AT&T/CALNET2	55402	1/23/2013	1	16.09	WW/ALARM AT LIFT STN A1 924-1708 DEC 2012
AT&T/CALNET2	55402	1/23/2013	1	16.10	WW/FAX LINE 927-0178 DEC 2012
AT&T/CALNET2	55402	1/23/2013	1	16.03	WD/TELEMETRY SYSTEM 927-0398 DEC 2012
AT&T/CALNET2	55402	1/23/2013	1	30.76	F&R/VETERAN'S HALL ALARM 927-0493 DEC 2012
AT&T/CALNET2	55402	1/23/2013	1	327.31	WW/CIRCUIT ALARM SYSTEM 238-841-1465 DEC 2012
AT&T/CALNET2	55402	1/23/2013	1	16.14	WW/ALARM AT LIFT STN 4 927-1518 DEC 2012
AT&T/CALNET2	55402	1/23/2013	1	16.05	WW/ALARM AT LIFT STN 8 927-1591 DEC 2012
AT&T/CALNET2	55402	1/23/2013	1	16.04	WD/BLDG PUMP STN LEIMERT TANK 927-1972 DEC 2012
AT&T/CALNET2	55402	1/23/2013	1	16.94	ADM/FAX LINE 927-5584 DEC 2012
AT&T/CALNET2	55402	1/23/2013	1	268.67	ADM/PHONE SVC 927-6223 DEC 2012
				<u>1,064.97</u>	
AVAYA	55308	1/10/2013	1	101.67	ADM/PHONE & VOICEMAIL MAINT AGRMT 12/4/12-3/3/13
AVAYA	55308	1/10/2013	1	191.28	WW/PHONE & VOICEMAIL MAINT AGRMT 12/18/12-03/17/13
AVAYA	55308	1/10/2013	1	105.96	FD/PHONE & VOICEMAIL MAINT AGRMT 12/16/12-03/15/13
				<u>398.91</u>	

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF JANUARY, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
AVERY ASSOCIATES	55413	1/23/2013	1	1,700.00	ADM/LABOR RELATIONS SERVICES JAN 2013
BOB WRIGHT CONSTRUCTION	55351	1/11/2013	1	1,500.00	WW/RAISE MANHOLES ON ARDATH AND MOONSTONE BEACH DR
BRENNTAG PACIFIC, INC.	55414	1/23/2013	1	1,066.51	WW/CHEMICALS 1/2/13
BRENNTAG PACIFIC, INC.	55414	1/23/2013	1	326.06	WD/CHEMICALS 1/2/13
				<u>1,392.57</u>	
BRUMIT DIESEL INC	55427	1/31/2013	1	245.29	FD/AIR FILTER AND FUEL FILTER
BUSINESSPLANS, INC.	55289	1/2/2013	1	273.00	ADM/MONTHLY HRA PLAN ADMINISTRATION DEC 2012
BUSINESSPLANS, INC.	55415	1/23/2013	1	278.00	ADM/MONTHLY HRA PLAN ADMINISTRATION JAN 2013
				<u>551.00</u>	
CAL-COAST MACHINERY INC.	55309	1/10/2013	1	137.05	F&R/REPLACEMENT AIR, OIL & FUEL FILTERS ON TRACTOR
CAL-VALLEY EQUIPMENT	55296	1/2/2013	1	4,840.75	WW/REPLACE NEW CONTROLLER NON-POTABLE H2O 50% DOWN
CAMBRIA HARDWARE CENTER	55400	1/17/2013	1	265.88	WD/HARDWARE SUPPLIES DEC 2012
CAMBRIA HARDWARE CENTER	55400	1/17/2013	1	43.69	WWW/WASTEWATER TREATMENT SUPPLIES DEC 2012
CAMBRIA HARDWARE CENTER	55400	1/17/2013	2	111.11	WW/OPERATING SUPPLIES DEC 2012
CAMBRIA HARDWARE CENTER	55400	1/17/2013	1	6.51	ADM/HARDWARE SUPPLIES DEC 2012
CAMBRIA HARDWARE CENTER	55400	1/17/2013	1	192.77	F&R/MAINT & REPAIR - BUILDINGS DEC 2012
CAMBRIA HARDWARE CENTER	55400	1/17/2013	2	81.69	F&R/MAINT & REPAIR - VETERANS HALL DEC 2012
CAMBRIA HARDWARE CENTER	55400	1/17/2013	3	119.53	F&R/OPERATING SUPPLIES DEC 2012
CAMBRIA HARDWARE CENTER	55400	1/17/2013	1	52.85	FD/OPERATING SUPPLIES DEC 2012
CAMBRIA HARDWARE CENTER	55400	1/17/2013	2	52.45	FD/MAINT & REPAIR EMERGENCY GENERATOR DEC 2012
CAMBRIA HARDWARE CENTER	55400	1/17/2013	3	21.43	FD/MAINT & REPAIR VEHICLES DEC 2012
				<u>947.91</u>	
CAMBRIA ROCK	55303	1/8/2013	1	2,038.28	WD/20 YARDS FILL SAND, 12.45 TONS COLD MIX
CAMBRIA TOWING	55316	1/10/2013	1	45.00	F&R/TOW FORD F150 LIC# 052240 TO REPAIR SHOP
CAMBRIA VILLAGE SQUARE	55288	1/2/2013	1	3,182.13	ADM/MONTHLY OFFICE LEASE PYMT 1316 TAMSEN JAN 2013
CAMBRIA VILLAGE SQUARE	55422	1/23/2013	1	343.50	ADM/COMMON AREA MAINT & INSURANCE NOV-DEC 2012
				<u>3,525.63</u>	
CARMEL & NACCASHA LLP	55280	1/2/2013	1	8,000.00	ADM/MONTHLY RETAINER LEGAL SERVICES JAN 2013
CARMEL & NACCASHA LLP	55384	1/17/2013	1	800.25	FD/GENERAL COUNSEL DEC 2012
CARMEL & NACCASHA LLP	55384	1/17/2013	2	115.50	F&R/GENERAL COUNSEL DEC 2012
CARMEL & NACCASHA LLP	55384	1/17/2013	3	4,907.25	ADM/GENERAL COUNSEL DEC 2012
CARMEL & NACCASHA LLP	55384	1/17/2013	4	347.00	RC/GENERAL COUNSEL DEC 2012
CARMEL & NACCASHA LLP	55384	1/17/2013	5	1,285.50	WD/GENERAL COUNSEL DEC 2012
CARMEL & NACCASHA LLP	55384	1/17/2013	6	443.75	WW/GENERAL COUNSEL DEC 2012
CARMEL & NACCASHA LLP	55384	1/17/2013	1	60.00	WD/LITIGATION SERVICES LANDWATCH I DEC 2012
CARMEL & NACCASHA LLP	55384	1/17/2013	2	189.95	WW/LITIGATION SERVICES GILRAY DEC 2012
CARMEL & NACCASHA LLP	55384	1/17/2013	7	(8,000.00)	ADM/LESS RETAINER APPLIED DEC 2012
				<u>8,149.20</u>	
CASTANEDA, JAVIER	55320	1/11/2013	1	22.82	WD/CUSTOMER REFUND
CASTANEDA, SIGRID	55319	1/11/2013	1	22.82	WD/CUSTOMER REFUND
CHAMBER OF COMMERCE	55385	1/17/2013	1	25.00	ADM/FLYER INSERT FOR NEWSLETTER JAN 2013

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF JANUARY, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
CHARTER COMMUNICATIONS	55428	1/31/2013	1	87.99	F&R/MONTHLY INTERNET SVC DEC 2012
CHARTER COMMUNICATIONS	55428	1/31/2013	2	175.99	WD/MONTHLY INTERNET SVC DEC 2012
CHARTER COMMUNICATIONS	55428	1/31/2013	3	279.99	ADM/MONTHLY INTERNET SVC DEC 2012
CHARTER COMMUNICATIONS	55428	1/31/2013	4	175.99	WW/MONTHLY INTERNET SVC DEC 2012
CHARTER COMMUNICATIONS	55428	1/31/2013	5	175.99	FD/MONTHLY INTERNET SVC DEC 2012
				<u>895.95</u>	
COE, MELODY	55399	1/17/2013	1	90.65	WD/CUSTOMER REFUND
CORBIN WILLITS SYSTEMS	55281	1/2/2013	1	1,199.12	ADM/MONTHLY SUPPORT AGREEMT-MOM SOFTWARE JAN 2013
CORBIN WILLITS SYSTEMS	55429	1/31/2013	1	65.00	ADM/SET UP TABLES FOR NEW PERS RETIREMENT TIERS
				<u>1,264.12</u>	
CORRPRO COMPANIES, INC.	55386	1/17/2013	1	2,300.00	WD/ANNUAL CATHODIC PROTECTION ON 3 WATER TANKS
CRUNELLE, LANA/LEONARD	55321	1/11/2013	1	106.54	WD/CUSTOMER REFUND
CRYSTAL SPRING WATER CO.	55404	1/23/2013	1	42.21	WW/DRINKING WATER AND EQUIPMENT RENTAL 12/31/12
CULLIGAN-KITZMAN WATER	55310	1/10/2013	1	53.74	FD/WATER SOFTENER SERVICE DEC 2012
DOCUMENT ALL STARS	55290	1/2/2013	1	100.00	RC/TRANSLATE RETROFIT PGM DOCUMENT INTO SPANISH
DOYLE, MOIRA / ERVIN SMITHERS	55387	1/17/2013	1	100.00	RC/REBATE PROGRAM - 2 LOW FLOW TOILETS
ELEMENTS	55355	1/11/2013	1	1,915.00	ADM/ANNUAL & MONTHLY WEB HOSTING & APP'N SVC 2013
EVANS, JUDY DEERTRACK & LILA	55322	1/11/2013	1	31.56	WD/CUSTOMER REFUND
EVERBANK COMMERCIAL FINANCE	55388	1/17/2013	1	315.21	FD/MONTHLY LEASE PYMT SHARP X3500 COPIER JAN 2013
FARM SUPPLY COMPANY	55291	1/2/2013	1	(4.30)	F&R/CREDIT RETURNED STRAW, PURCH FENCE STRETCHER
FARM SUPPLY COMPANY	55291	1/2/2013	1	91.58	F&R/GATE FOR FISCALINI RANCH
FARM SUPPLY COMPANY	55291	1/2/2013	1	119.04	F&R/RETURN GATE AND PURCH NEW GATE FOR FISC. RNCH
				<u>206.32</u>	
FEDEX	55430	1/31/2013	1	121.50	ADM/SHIPPING CHARGES JAN 2013
FEDEX FREIGHT WEST INC	55431	1/31/2013	1	59.54	WW/SHIPPED SUPPLIES FROM MCMASTER CARR 1/16/13
FERGUSON ENTERPRISES, INC #135	55405	1/23/2013	1	1,439.96	WW/6 DEZURIK 4" DISC WAFFER VALVES TO REGULATE AIR
FGL ENVIRONMENTAL	55311	1/10/2013	1	110.00	WD/BACTI & SUPPORT ANALYSIS 12/03/12
FGL ENVIRONMENTAL	55311	1/10/2013	1	90.00	WD/BACTI & SUPPORT ANALYSIS 12/11/12
FGL ENVIRONMENTAL	55311	1/10/2013	1	75.00	WD/BACTI ANALYSIS 12/11/12
FGL ENVIRONMENTAL	55311	1/10/2013	1	25.00	WD/BACTI ANALYSIS 12/18/12
FGL ENVIRONMENTAL	55311	1/10/2013	1	90.00	WD/BACTI & SUPPORT ANALYSIS 12/18/12
FGL ENVIRONMENTAL	55432	1/31/2013	1	377.00	WW/INORGANIC, ORGANIC AND SUPPORT ANALYSIS 12/2/12
FGL ENVIRONMENTAL	55432	1/31/2013	1	94.00	WW/INORGANIC ANALYSIS 12/3/12
FGL ENVIRONMENTAL	55432	1/31/2013	1	90.00	WD/BACTI & SUPPORT ANALYSIS 12/26/12
FGL ENVIRONMENTAL	55432	1/31/2013	1	110.00	WD/BACTI & SUPPORT ANALYSIS 1/2/13
FGL ENVIRONMENTAL	55432	1/31/2013	1	90.00	WD/BACTI & SUPPORT ANALYSIS 1/8/13
FGL ENVIRONMENTAL	55432	1/31/2013	1	25.00	WD/BACTI ANALYSIS 1/8/13
FGL ENVIRONMENTAL	55432	1/31/2013	1	90.00	WD/BACTI & SUPPORT ANALYSIS 1/15/13
				<u>1,266.00</u>	
FINNIGAN, MICHAEL	55282	1/2/2013	1	45.00	WW/MONTHLY CELLULAR PHONE SERVICE REIMB JAN 2013

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF JANUARY, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
FIRST AMERICAN TITLE CO	55297	1/2/2013	1	180.98	RC/REFUND BAL OF DEPOSIT FOR WL ASSIGNMENT
FIRST AMERICAN TITLE CO	55312	1/10/2013	1	125.00	RC/VOL LOT MERGER EXPENSE
				<u>305.98</u>	
FIRST BANKCARD	55352	1/11/2013	1	-	FD/ M. MILLER VISA CHARGES DECEMBER 2012
FIRST BANKCARD	55352	1/11/2013	2	290.00	FD/SURF RESCUE COMPASSES AND EQUIPMENT 11/30/12
FIRST BANKCARD	55352	1/11/2013	3	224.92	FD/FIRE TRAINING PUBLICATIONS -AMAZON.COM 12/12/12
FIRST BANKCARD	55352	1/11/2013	4	30.82	FD/FIRE DEPARTMENT MEETING EXPENSE 12/18/12
FIRST BANKCARD	55352	1/11/2013	1	-	ADM/ M. MADRID VISA CHARGES DECEMBER 2012
FIRST BANKCARD	55352	1/11/2013	2	337.14	ADM/REPLACEMENT BATTERIES FOR SERVERS DEC 2012
FIRST BANKCARD	55352	1/11/2013	1	49.00	ADM/ B. GRESENS VISA CHARGES DECEMBER 2012
FIRST BANKCARD	55352	1/11/2013	1	-	ADM/ K. CHOATE VISA CHARGES DECEMBER 2012
FIRST BANKCARD	55352	1/11/2013	2	117.97	ADM/DECEMBER BOARD MEETING EXPENSES
FIRST BANKCARD	55352	1/11/2013	3	52.94	PR/DECEMBER PROS MEETING EXPENSES
FIRST BANKCARD	55352	1/11/2013	4	9.11	ADM/'AAA' BATTERIES
				<u>1,111.90</u>	
FRY, KATHY	55313	1/10/2013	1	52.65	ADM/REIMB FOR SPACE HEATER FOR ADMIN OFFICE
GRAINGER	55314	1/10/2013	1	581.30	WW/REPLACE SAFETY LIGHTS AT WWTP
GRAINGER	55314	1/10/2013	1	212.36	WW/BLOCK HEATER FOR EMERG GENERATOR AT LIFT STN 9
				<u>793.66</u>	
GRESENS, ROBERT C.	55283	1/2/2013	1	45.00	WD/MONTHLY CELLULAR PHONE SERVICE REIMB JAN 2013
GRUBER, JEROME	55284	1/2/2013	1	45.00	ADM/MONTHLY CELLULAR PHONE SERVICE REIMB JAN 2013
HEARNEY, MARILYN	55323	1/11/2013	1	122.52	WD/CUSTOMER REFUND
HEMME, GARY	55333	1/11/2013	1	49.75	WD/REFUND RETROFIT INSPECTION FEE
INNOVATIVE CONCEPTS	55285	1/2/2013	1	25.00	ADM/CIS HOSTING JAN 2013
INNOVATIVE CONCEPTS	55285	1/2/2013	2	25.00	FD/FIRE WEBSITE HOSTING JAN 2013
				<u>50.00</u>	
J B DEWAR	55315	1/10/2013	1	900.48	FD/DIESEL FUEL 12/19/12
J B DEWAR	55315	1/10/2013	1	2,157.24	WW/DIESEL FUEL 12/19/12
J B DEWAR	55389	1/17/2013	1	1,193.88	FD/GASOLINE & DIESEL FUEL 1/2/13
J B DEWAR	55389	1/17/2013	1	1,096.94	WD/GASOLINE & DIESEL FUEL 1/2/13
J B DEWAR	55389	1/17/2013	1	24.18	FD/SERVICE CHARGE
J B DEWAR	55406	1/23/2013	1	1,832.70	WW/DIESEL FUEL 1/2/13
J B DEWAR	55433	1/31/2013	1	771.66	FD/DIESEL FUEL 1/16/13
J B DEWAR	55433	1/31/2013	1	2,122.06	WW/DIESEL FUEL 1/16/13
J B DEWAR	55433	1/31/2013	1	614.13	WD/GASOLINE 1/16/13
				<u>10,713.27</u>	
JOBS AVAILABLE	55390	1/17/2013	1	45.00	ADM/SUBSCRIPTION RENEWAL
KINGSTON BAY CAMBRIA LLP	55391	1/17/2013	1	475.00	RC/REFUND ASSIGNMENT FEE
KINGSTON BAY CAMBRIA LLP	55391	1/17/2013	2	80.00	RC/REFUND ANNUAL WAITLIST MAINT FEE
				<u>555.00</u>	
KOCEK, DENISE	55324	1/11/2013	1	9.89	WD/CUSTOMER REFUND
LABOSSIERE, J. ALLEYNE	55392	1/17/2013	1	69.38	ADM/REIMB TRAVEL EXPENSE FOR CSMFO MTG PISMO BEACH
LAWSON PRODUCTS	55434	1/31/2013	1	154.33	WW/EXTRACTOR SCREW SET 1/11/13
LIBERTY COMPOSTING, INC.	55435	1/31/2013	1	2,885.96	WW/BIOSOLIDS DISPOSAL 11/1/12

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF JANUARY, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
LIEBERT CASSIDY WHITMORE	55436	1/31/2013	1	176.00	ADM/PROFESSIONAL SERVICES DEC 2012
LIGHTHOUSE LITHO	55334	1/11/2013	1	534.45	FD/3-PART INCIDENT REPORT FORMS 11/5/12
LINC DELIVERY	55335	1/11/2013	1	19.50	WW/DELIVERY SERVICE TO RWQCB 1/3/13
MADDAUS WATER MANAGEMENT, INC.	55393	1/17/2013	1	12,605.00	WD/PROF SVCS WATER CONSERVATION PGM 11/28 - 12/31
MATHESON TRI-GAS, INC	55336	1/11/2013	1	56.72	WW/ACETYLENE AND GAS EQUIPMENT DEC 2012
MEDSTOP URGENT CARE	55337	1/11/2013	1	1,568.00	FD/ANNUAL PHYSICAL EXAMS
MENDOZA, CARLOS	55286	1/2/2013	1	22.50	F&R/MONTHLY CELLULAR PHONE SERVICE REIMB JAN 2013
MENDOZA, CARLOS	55286	1/2/2013	2	22.50	ADM/MONTHLY CELLULAR PHONE SERVICE REIMB JAN 2013
				45.00	
MILLER DRILLING COMPANY	55338	1/11/2013	1	535.00	WD/REMOVE AND REPAIR PUMP AT LEIMERT BOOSTER STN
MILLER, MARK	55287	1/2/2013	1	45.00	FD/MONTHLY CELLULAR PHONE SERVICE REIMB JAN 2013
MILLER, MARK	55339	1/11/2013	1	547.23	FD/MILEAGE REIMB -DEPT VEHICLE IN SHOP 11/19-12/12
				592.23	
MISSION LINEN SUPPLY	55340	1/11/2013	1	69.69	F&R/LINEN SERVICE, UNIFORM CLEANING DEC 2012
MISSION LINEN SUPPLY	55340	1/11/2013	2	278.72	WD/LINEN SERVICE, UNIFORM CLEANING DEC 2012
MISSION LINEN SUPPLY	55424	1/28/2013	1	1,114.04	WD/UNIFORM SHIRTS FOR FIELD STAFF PER MOU
MISSION LINEN SUPPLY	55424	1/28/2013	2	1,114.04	WW/UNIFORM SHIRTS FOR FIELD STAFF PER MOU
MISSION LINEN SUPPLY	55424	1/28/2013	3	835.48	F&R/UNIFORM SHIRTS FOR FIELD STAFF PER MOU
				3,411.97	
MOUNTS, KEVIN	55298	1/2/2013	1	180.98	RC/REFUND BAL OF DEPOSIT FOR WL ASSIGNMENT
NAPA AUTO PARTS	55341	1/11/2013	1	5.01	WD/MAINT & REPAIR VEHICLES DEC 2012
NAPA AUTO PARTS	55341	1/11/2013	1	5.36	FD/MAINT & REPAIR - FUEL STABILIZER 12/15/12
NAPA AUTO PARTS	55341	1/11/2013	2	15.00	FD/MAINT & REPAIR EQUIPMENT - QUAD HEAD 12/28/12
NAPA AUTO PARTS	55341	1/11/2013	1	8.03	F&R/MAINT & REPAIR TRACTOR - HOSE 12/5/12
NAPA AUTO PARTS	55341	1/11/2013	2	7.15	F&R/MAINT & REPAIR WEED EATER 12/11/12
NAPA AUTO PARTS	55341	1/11/2013	1	65.92	WW/MAINT & REPAIR GENERATOR FOR LS-9 12/5/12
NAPA AUTO PARTS	55341	1/11/2013	2	24.28	WW/MAINT & REPAIR COLLECTION SYSTEM 12/5/12
NAPA AUTO PARTS	55341	1/11/2013	3	136.96	WW/WIPER BLADES FOR F250, SMALL TOOLS 12/17/12
				267.71	
NOBLE SAW, INC.	55342	1/11/2013	1	97.50	F&R/MAINT AND REPAIRS TRIMMER, 35CC BIKE 12/11/12
NOBLE SAW, INC.	55416	1/23/2013	1	252.77	WW/REPAIRS TO HT-20 HEDGE TRIMMER 12/10/12
NOBLE SAW, INC.	55416	1/23/2013	1	72.30	F&R/REPAIRS TO TRIMMER 35CC BIKE PARTS ONLY 1/15
				422.57	
PACIFIC GAS & ELECTRIC	55317	1/11/2013	1	1.33	F&R/ELEC SVC 3195 RODEO GROUNDS A/C# 0049 DEC 2012
PACIFIC GAS & ELECTRIC	55317	1/11/2013	1	53.34	WW/ELEC SVC 990 SS CRK RD A/C# 4084 DEC 2012
PACIFIC GAS & ELECTRIC	55317	1/11/2013	1	19.71	ADM/ELEC SVC 1316 TAMSEN #203 A/C# 6140 DEC 2012
PACIFIC GAS & ELECTRIC	55317	1/11/2013	1	9.86	F&R/ELEC SVC 7806 VG CRK RD A/C# 6551 DEC 2012
PACIFIC GAS & ELECTRIC	55317	1/11/2013	1	1,179.28	F&R/ELEC SVC F&R METERS DEC 2012
PACIFIC GAS & ELECTRIC	55317	1/11/2013	2	316.01	F&R/ELEC SVC VETERAN'S HALL DEC 2012
PACIFIC GAS & ELECTRIC	55317	1/11/2013	3	673.01	FD/ELEC SVC 2850 BURTON DRIVE DEC 2012
PACIFIC GAS & ELECTRIC	55317	1/11/2013	4	362.59	ADM/ELEC SVC 1316 TAMSEN #201 & RICHARD ST DEC '12
PACIFIC GAS & ELECTRIC	55317	1/11/2013	1	6,178.01	WD/ELEC SVC SEVERAL METERS A/C# 7832 DEC 2012
PACIFIC GAS & ELECTRIC	55317	1/11/2013	1	556.78	WD/ELEC SVC 2820 SR CRK RD A/C# 8058 DEC 2012
PACIFIC GAS & ELECTRIC	55318	1/11/2013	1	11,242.54	WW/ELEC SVC WASTEWATER METERS A/C# 1258 DEC 2012
				20,592.46	

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF JANUARY, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
PARADISE COMMUNICATIONS	55394	1/17/2013	1	120.00	ADM/REPROGRAM EXTENSION 16 & OTHER ADMIN PHONES
PHOENIX CIVIL ENGINEERING, INC	55407	1/23/2013	1	260.00	WW/ENGINRNG SVCS CCTV PROJ - REQ FOR BIDS DEC '12
PITNEY BOWES CREDIT- PBCC	55417	1/23/2013	1	81.00	ADM/LEASE MAILING EQUIP 11/3 - 12/31/12
PROCARE JANITORIAL SUPPLY	55418	1/23/2013	1	158.69	F&R/JANITORIAL SUPPLIES 12/26/12
PROMOTE SOURCE	55292	1/2/2013	1	27.21	ADM/REPLACEMENT INK PADS FOR BUDGET STAMPS
PUREFLOW FILTRATION DIVISION O	55302	1/8/2013	1	17,366.99	WD/VACUUM FEED & CTRL PANEL MODS SR-4 WELL 50%DOWN
QUILL CORP	55293	1/2/2013	1	2.41	WW/TAX ON OFFICE SUPPLIES
QUILL CORP	55419	1/23/2013	1	489.04	ADM/OFFICE SUPPLIES 12/19/12 - 01/10/13
QUILL CORP	55419	1/23/2013	2	175.65	WW/OFFICE SUPPLIES 12/19/12 -01/10/13
QUILL CORP	55419	1/23/2013	3	112.74	WD/OFFICE SUPPLIES 12/21/12
QUILL CORP	55419	1/23/2013	4	13.50	F&R/OFFICE SUPPLIES 12/26/12
				<u>793.34</u>	
R.F. MACDONALD CO	55294	1/2/2013	1	369.49	WD/MECHANICAL SEAL KIT FOR LEIMERT PUMPS
R.F. MACDONALD CO	55420	1/23/2013	1	178.03	WD/MECHANICAL SEAL KIT LEIMERT 12/27/12
				<u>547.52</u>	
RETIREES-FIRE		1/15/2013		1,375.27	FD/MONTHLY HEALTH INSURANCE PREM PYMT FOR FEB '13
RETIREES-FACILITIES & RESOURCES		1/15/2013		1,210.98	F&R/MONTHLY HEALTH INSURANCE PREM PYMT FOR FEB '13
RETIREES-ADMINISTRATION		1/15/2013		4,593.16	ADM/MONTHLY HEALTH INSURANCE PREM PYMT FOR FEB '13
RETIREES-WATER		1/15/2013		1,801.55	WD/MONTHLY HEALTH INSURANCE PREM PYMT FOR FEB '13
RETIREES-WASTEWATER		1/15/2013		5,064.83	WW/MONTHLY HEALTH INSURANCE PREM PYMT FOR FEB '13
				<u>14,045.79</u>	
RITTERBUSH REPAIR SERVICE	55343	1/11/2013	1	560.00	FD/FLEET MAINTENANCE & REPAIR DECEMBER 2012
SCOTT O'BRIEN FIRE SAFETY	55344	1/11/2013	1	532.62	FD/FIRE EXTINGUISHER INSPECTIONS AND SERVICE
SCOTT O'BRIEN FIRE SAFETY	55344	1/11/2013	1	108.00	F&R/FIRE EXTINGUISHER MAINT & SIGNS 1/3/13
				<u>640.62</u>	
SDRMA	55395	1/17/2013	1	1,891.15	ADM/ADD 3 NEW FORD TRUCKS TO INSURANCE POLICY
SELECT BUSINESS SYSTEMS	55345	1/11/2013	1	97.79	FD/MONTHLY MAINT AGRMT SHARP PRINTER 11/25 - 12/25
SHANK, BENJAMIN	55396	1/17/2013	1	100.58	FD/REIMBURSEMENT FOR MCI TRAINING DRILL EXPENSES
SLO COUNTY	55346	1/11/2013	1	245.00	WD/ANNUAL HAZ MAT HANDLER FEE 1/1/13 - 12/31/13
SLO COUNTY	55346	1/11/2013	1	245.00	FD/ANNUAL HAZ MAT HANDLER FEE 1/1/13 - 12/31/13
SLO COUNTY	55408	1/23/2013	1	533.00	WW/AGT PERMIT AND ANNUAL HAZ MAT HANDLER FEE 2013
				<u>1,023.00</u>	
SLO COUNTY CLERK-RECORDER	55397	1/17/2013	1	6,300.45	ADM/GENERAL ELECTION CLERK RECORDER FEES 11/6/12
SP MAINTENANCE SERVICES, INC.	55299	1/2/2013	1	419.00	WW/STREET SWEEPING SERVICE NEAR BIOSOLIDS AREA
SP MAINTENANCE SERVICES, INC.	55304	1/8/2013	1	5,033.15	F&R/REPLACE DAMAGED STREET LAMP ON MAIN STREET
SP MAINTENANCE SERVICES, INC.	55421	1/23/2013	1	769.91	F&R/SERVICE AND REPAIR 9 STREET LAMPS ON MAIN ST
				<u>6,222.06</u>	
STANLEY CONVERGENT	55347	1/11/2013	1	462.00	FD/ANNUAL MONITORING CHARGES 2850 BURTON 2013
STATE WATER RES.CTRL.BRD.	55409	1/23/2013	1	70.00	WW/D. BLACKBURN GRADE III WW OPERATOR EXAM
TECHXPRESS, INC.	55348	1/11/2013	1	2,680.00	ADM/MONTHLY NETGUARD IT SERVICE JAN 2013

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF JANUARY, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
THE DOCUTEAM	55354	1/11/2013	1	272.44	ADM/DOCUMENT STORAGE AND RETRIEVAL DEC 2012
THE GAS COMPANY	55331	1/11/2013	1	153.74	F&R/GAS SVC VETERAN'S HALL 13851540008 DEC 2012
THE GAS COMPANY	55331	1/11/2013	1	48.40	ADM/GAS SVC 1316 TAMSEN #201 18891540108 DEC 2012
THE GAS COMPANY	55331	1/11/2013	1	228.02	FD/GAS SVC 2850 BURTON DR 17842700134 DEC 2012
THE GAS COMPANY	55331	1/11/2013	1	43.58	ADM/GAS SVC 1316 TAMSEN #203 19311540926 DEC 2012
THE GAS COMPANY	55331	1/11/2013	1	96.39	WW/GAS SVC 5500 HEATH LN #B 09241491001 DEC 2012
THE GAS COMPANY	55331	1/11/2013	1	50.94	FD/GAS SVC 5490 HEATH LN 08821491001 DEC 2012
THE GAS COMPANY	55331	1/11/2013	1	170.69	WW/GAS SVC 5500 HEATH LN 09031491005 DEC 2012
THE GAS COMPANY	55331	1/11/2013	1	4.93	F&R/GAS SVC 3195 BURTON DR 07551537454 DEC 2012
				<u>796.69</u>	
THOMPSON, JAMES	55325	1/11/2013	1	68.79	WD/CUSTOMER REFUND
TURREY, THOMAS	55326	1/11/2013	1	80.00	WD/CUSTOMER REFUND
TWYNHAM, NEIL/VIDA	55327	1/11/2013	1	54.96	WD/CUSTOMER REFUND
TWYNHAM, VIDA	55328	1/11/2013	1	8.46	WD/CUSTOMER REFUND
UNITED RENTALS (NA) INC.	55349	1/11/2013	1	77.34	F&R/1 NEON SAFETY JACKET AND 1 VEST
UPTHEGROVE, CORTNEY	55437	1/31/2013	1	36.16	RC/MILEAGE - QTRLY CONSRVTN MTG IN SLO 1/24/13
USA BLUE BOOK	55350	1/11/2013	1	821.21	WW/4-CHANNEL AUTODIALERS FOR LIFT STATIONS B1 & B2
USA BLUE BOOK	55350	1/11/2013	1	369.12	WW/REPLACE SWITCHES FOR SUMP PUMPS AND LIFT STNS
USA BLUE BOOK	55398	1/17/2013	1	366.97	WD/80' WELL SOUNDER
USA BLUE BOOK	55410	1/23/2013	1	50.35	WW/REPLACEMENT FLOAT SWITCH FOR DRY WELL SUMP PUMP
USA BLUE BOOK	55410	1/23/2013	1	85.19	WW/5 FUNCTION VALVE FOR CL2 PUMP
USA BLUE BOOK	55410	1/23/2013	1	328.23	WW/FLOAT MOUNTING BRACKETS, WEIGHTS, TURBID STDS
				<u>2,021.07</u>	
VERIZON WIRELESS	55438	1/31/2013	1	85.56	FD/CELL PHONE SERVICE DEC 2012
VERIZON WIRELESS	55438	1/31/2013	1	26.18	F&R/CELL PHONE SERVICE DEC 2012
VERIZON WIRELESS	55438	1/31/2013	2	26.47	WD/CELL PHONE SERVICE DEC 2012
VERIZON WIRELESS	55438	1/31/2013	3	38.23	WW/CELL PHONE SERVICE DEC 2012
				<u>176.44</u>	
WATSON, PATRICK	55329	1/11/2013	1	15.72	WD/CUSTOMER REFUND
WEBER, BEVERLY/RICHARD	55330	1/11/2013	1	23.69	WD/CUSTOMER REFUND
WILSON, CATHY	55305	1/10/2013	1	168.00	WD/ACCEPTED CLAIM
YUDOVIN, DAVID/BETH	55300	1/2/2013	1	146.49	WD/CUSTOMER REFUND
	55181	1/10/2013	9000	(19.50)	Ck# 055181 Reversed
	55203	1/8/2013	9000	(355.38)	Ck# 055203 Reversed
	55237	1/22/2013	9000	(214.72)	Ck# 055237 Reversed
	55301	1/8/2013	9000	355.38	Ck# 055301->055203 Replacement
	55317	1/10/2013	9000	19.50	Ck# 055317->055181 Replacement
				<u>(214.72)</u>	
Accounts Payable Vendor Subtotal				<u>169,726.80</u>	

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF JANUARY, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
AFLAC (AMER FAM LIFE INS)	3026	1/4/2013	1	879.10	VOLUNTARY INS-PRETAX
AFLAC (AMER FAM LIFE INS)	3026	1/4/2013	1	94.22	VOLUNTARY INS-PRETAX
AFLAC (AMER FAM LIFE INS)	3045	1/18/2013	1	879.10	VOLUNTARY INS-PRETAX
AFLAC (AMER FAM LIFE INS)	3045	1/18/2013	1	94.22	VOLUNTARY INS-PRETAX
AFLAC (AMER FAM LIFE INS)	3064	1/30/2013	1	879.10	VOLUNTARY INS-PRETAX
AFLAC (AMER FAM LIFE INS)	3064	1/30/2013	1	94.22	VOLUNTARY INS-PRETAX
				<u>2,919.96</u>	
AMERITAS	3023	1/2/2013	1	1,938.78	DENTAL INSURANCE-YER
AMERITAS	3023	1/2/2013	2	12.60	DENTAL INSURANCE-YER
AMERITAS	3023	1/2/2013	3	579.18	DENTAL INSURANCE-YER
AMERITAS	3023	1/2/2013	1	353.32	DENTAL INSURANCE-YER
AMERITAS	3057	1/30/2013	1	2,640.78	DENTAL INSURANCE-YER
AMERITAS	3057	1/30/2013	2	(98.84)	DENTAL INSURANCE-YER
AMERITAS	3057	1/30/2013	3	(52.49)	DENTAL INSURANCE-YER
AMERITAS	3057	1/30/2013	4	27.16	DENTAL INSURANCE-YER
AMERITAS	3057	1/30/2013	5	168.20	DENTAL INSURANCE-YER
AMERITAS	3057	1/30/2013	6	16.20	DENTAL INSURANCE-YER
AMERITAS	3057	1/30/2013	1	239.15	DENTAL INSURANCE-YER
				<u>5,824.04</u>	
CAMBRIA COMMUNITY SERVICES DIS	3027	1/4/2013	1	1,100.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3027	1/4/2013	2	150.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3027	1/4/2013	3	100.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3027	1/4/2013	4	250.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3027	1/4/2013	5	100.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3027	1/4/2013	6	250.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3046	1/18/2013	1	1,100.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3046	1/18/2013	2	150.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3046	1/18/2013	3	100.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3046	1/18/2013	4	250.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3046	1/18/2013	5	100.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3046	1/18/2013	6	250.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3065	1/30/2013	1	1,100.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3065	1/30/2013	2	150.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3065	1/30/2013	3	100.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3065	1/30/2013	4	250.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3065	1/30/2013	5	100.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3065	1/30/2013	6	250.00	MEDICAL REIMBURSEMNT
				<u>5,850.00</u>	
CAMBRIA FIRE FIGHTERS LOCAL 46	3029	1/4/2013	1	240.00	RESERVE FIREFTR DUES
CAMBRIA FIRE FIGHTERS LOCAL 46	3049	1/18/2013	1	240.00	RESERVE FIREFTR DUES
CAMBRIA FIRE FIGHTERS LOCAL 46	3067	1/30/2013	1	240.00	DUES-FIRE IAFF
				<u>720.00</u>	
CAMBRIA FIREFIGHTERS ASSN	3048	1/18/2013	1	110.94	RESERVE FIREFTR DUES
EMPLOYMENT DEVELOPMENT DP	3028	1/4/2013	1	2,957.84	STATE INCOME TAX
EMPLOYMENT DEVELOPMENT DP	3028	1/4/2013	1	777.26	STATE INCOME TAX
EMPLOYMENT DEVELOPMENT DP	3047	1/18/2013	1	3,556.42	STATE INCOME TAX
EMPLOYMENT DEVELOPMENT DP	3047	1/18/2013	1	872.16	STATE INCOME TAX
EMPLOYMENT DEVELOPMENT DP	3066	1/30/2013	1	3,089.24	STATE INCOME TAX
EMPLOYMENT DEVELOPMENT DP	3066	1/30/2013	1	794.61	STATE INCOME TAX
				<u>12,047.53</u>	

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF JANUARY, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
H.O.B.-DIRECT DEPOSIT	3030	1/4/2013	1	3,631.70	Direct Deposit Flat
H.O.B.-DIRECT DEPOSIT	3030	1/4/2013	1	44,604.95	Direct Deposit Flat
H.O.B.-DIRECT DEPOSIT	3050	1/18/2013	1	3,631.70	Direct Deposit Flat
H.O.B.-DIRECT DEPOSIT	3050	1/18/2013	1	49,865.71	Direct Deposit Flat
H.O.B.-DIRECT DEPOSIT	3068	1/30/2013	1	4,031.70	Direct Deposit Flat
H.O.B.-DIRECT DEPOSIT	3068	1/30/2013	1	45,282.38	Direct Deposit Flat
				<u>151,048.14</u>	
H.O.B./FEDERAL TAXES	3031	1/4/2013	1	9,096.23	FEDERAL INCOME TAX
H.O.B./FEDERAL TAXES	3031	1/4/2013	1	9,665.82	FEDERAL INCOME TAX
H.O.B./FEDERAL TAXES	3031	1/4/2013	1	2,260.60	FEDERAL INCOME TAX
H.O.B./FEDERAL TAXES	3051	1/18/2013	1	10,672.47	FEDERAL INCOME TAX
H.O.B./FEDERAL TAXES	3051	1/18/2013	1	10,898.68	FEDERAL INCOME TAX
H.O.B./FEDERAL TAXES	3051	1/18/2013	1	2,548.88	FEDERAL INCOME TAX
H.O.B./FEDERAL TAXES	3069	1/30/2013	1	9,349.66	FEDERAL INCOME TAX
H.O.B./FEDERAL TAXES	3069	1/30/2013	1	9,890.40	FEDERAL INCOME TAX
H.O.B./FEDERAL TAXES	3069	1/30/2013	1	2,313.10	FEDERAL INCOME TAX
				<u>66,695.84</u>	
ICMA-VNTGPT TRSFR AGT 457	3032	1/4/2013	1	2,963.46	457 DEF COMP-INDIV
ICMA-VNTGPT TRSFR AGT 457	3032	1/4/2013	1	1,088.47	457 DEF COMP-INDIV
ICMA-VNTGPT TRSFR AGT 457	3052	1/18/2013	1	2,375.00	457 DEF COMP-INDIV
ICMA-VNTGPT TRSFR AGT 457	3052	1/18/2013	1	1,088.47	457 DEF COMP-INDIV
ICMA-VNTGPT TRSFR AGT 457	3070	1/30/2013	1	2,375.00	457 DEF COMP-INDIV
ICMA-VNTGPT TRSFR AGT 457	3070	1/30/2013	1	1,088.47	457 DEF COMP-INDIV
				<u>10,978.87</u>	
LINCOLN FINANCIAL GROUP	3024	1/2/2013	1	183.61	LIFE INSURANCE
LINCOLN FINANCIAL GROUP	3058	1/30/2013	1	183.61	LIFE INSURANCE
				<u>367.22</u>	
PERS HEALTH BENEFIT SERV	3025	1/2/2013	1	22,601.93	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3025	1/2/2013	2	4,902.59	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3025	1/2/2013	3	64.57	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3025	1/2/2013	4	70.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3025	1/2/2013	5	2,888.07	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3025	1/2/2013	1	1,868.94	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3059	1/30/2013	1	23,860.29	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3059	1/30/2013	2	594.03	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3059	1/30/2013	3	594.03	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3059	1/30/2013	4	(456.87)	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3059	1/30/2013	5	73.90	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3059	1/30/2013	6	59.02	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3059	1/30/2013	7	1,912.59	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3059	1/30/2013	8	460.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3059	1/30/2013	9	1,150.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3059	1/30/2013	10	575.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3059	1/30/2013	11	690.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3059	1/30/2013	12	(115.00)	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3059	1/30/2013	1	4,967.58	MEDICAL INSURANC-YER
				<u>66,760.67</u>	
PERS RETIREMENT SYSTEM	3033	1/4/2013	1	(0.01)	PERS PAYROLL REMITTANCE
PERS RETIREMENT SYSTEM	3033	1/4/2013	2	25,141.27	PERS PAYROLL REMITTANCE
PERS RETIREMENT SYSTEM	3053	1/18/2013	1	(0.01)	PERS PAYROLL REMITTANCE
PERS RETIREMENT SYSTEM	3053	1/18/2013	2	27,185.15	PERS PAYROLL REMITTANCE
PERS RETIREMENT SYSTEM	3071	1/30/2013	1	(0.02)	PERS PAYROLL REMITTANCE
PERS RETIREMENT SYSTEM	3071	1/30/2013	2	25,680.60	PERS PAYROLL REMITTANCE
				<u>78,006.98</u>	

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF JANUARY, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
SEIU LOCAL 620	3034	1/4/2013	1	267.51	SEIU UNION DUES
SEIU LOCAL 620	3054	1/18/2013	1	267.57	SEIU UNION DUES
SEIU LOCAL 620	3072	1/30/2013	1	280.02	SEIU UNION DUES
				<u>815.10</u>	
SLO CREDIT UNION	3035	1/4/2013	1	200.00	CREDIT UNION
SLO CREDIT UNION	3055	1/18/2013	1	200.00	CREDIT UNION
				<u>400.00</u>	
THE VARIABLE ANNUITY LIFE	3036	1/4/2013	1	50.00	DEFERRED COMP -VALIC
THE VARIABLE ANNUITY LIFE	3056	1/18/2013	1	50.00	DEFERRED COMP -VALIC
THE VARIABLE ANNUITY LIFE	3073	1/30/2013	1	50.00	DEFERRED COMP -VALIC
				<u>150.00</u>	
				<i>Payroll Payable Vendor Subtotal</i>	
				<u>402,695.29</u>	
				TOTAL DISBURSEMENTS FOR JANUARY, 2013	
				<u>572,422.09</u>	



ADDENDA TO MONTHLY EXPENDITURE REPORT

<i>DEPARTMENT CODES</i>	
FD	Fire Department
F&R	Facilities and Resources
ADM	Administration
RC	Resource Conservation
WD	Water Department
WW	Wastewater Department
PR	Parks & Recreation

CAMBRIA COMMUNITY SERVICES DISTRICT
 BOARD OF DIRECTORS REGULAR MEETING MINUTES
 THURSDAY, DECEMBER 20, 2012, 12:30 PM

AGENDA ITEM	DISCUSSION OR ACTION												
1A. CALL TO ORDER	Vice President Thompson called the regular meeting to order at 12:35 PM.												
1B. PLEDGE OF ALLEGIANCE	President MacKinnon led the pledge of allegiance.												
1C. ESTABLISHMENT OF QUORUM	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">President</td> <td style="width: 50%;">Vacant</td> </tr> <tr> <td>Vice President Thompson</td> <td>Present</td> </tr> <tr> <td>Director Bahringer</td> <td>Absent</td> </tr> <tr> <td>Director Clift</td> <td>Absent</td> </tr> <tr> <td>Director Robinette</td> <td>Present</td> </tr> <tr> <td>Amanda Rice</td> <td>Present</td> </tr> </table> <p>Staff Present: General Manager Jerry Gruber, Assistant District Counsel David Hirsch, District Engineer Bob Gresens, District Clerk Kathy Choate, Administrative Services Officer Monique Madrid, Water System Supervisor Jim Adams</p>	President	Vacant	Vice President Thompson	Present	Director Bahringer	Absent	Director Clift	Absent	Director Robinette	Present	Amanda Rice	Present
President	Vacant												
Vice President Thompson	Present												
Director Bahringer	Absent												
Director Clift	Absent												
Director Robinette	Present												
Amanda Rice	Present												
1D. REPORT FROM CLOSED SESSION	District Counsel Hirsch reported the Board discussed the IAFF MOU and is on the agenda for approval later today.												
1E. ACCEPT CERTIFICATION BY SLO COUNTY CLERK OF NOVEMBER 6, 2012 ELECTION RESULTS	Vice President Thompson introduced the item. District Clerk Choate reported the certified election results of November 6, 2012; newly elected board members, Muril Clift, Amanda Rice, and Gail Robinette.												
1F. ADMINISTER OATH OF OFFICE TO NEWLY ELECTED DIRECTORS	Vice President Thompson introduced the agenda item and requested the District Clerk administer the oath of office to the newly elected board members. District Clerk Choate administered the oath of office to Board of Directors Clift, Rice, and Robinette.												
1G. ELECTION OF OFFICERS	<p>Vice President Thompson introduced the item and called for President nominations. Director Robinette nominated Vice President Thompson. Director Bahringer seconded. Hearing no further nominations, Vice President Thompson closed nominations. Motion carried unanimously. Ayes – 5, No – 0, Absent – 0</p> <p>President Thompson called for Vice President nominations. Director Rice nominated Jim Bahringer. Hearing no further nominations, President Thompson closed nominations. Director Clift seconded. Motion carried unanimously. Ayes – 5, No – 0, Absent - 0</p>												

2. SPECIAL REPORTS	
A. Sheriff's Department Report	Commander Deputy Sheriff Nefores reported 197 calls for service; of that 60 EMS related for fire department and ambulance. General Manager and Fire Chief working on details to allow for small Sherriff office to be established at Fire Station.
3. ACKNOWLEDGEMENTS/PRESENTATIONS	Vice President Thompson presented a proclamation to outgoing Board of Director and past President Allan MacKinnon.
4. PUBLIC COMMENT	<p>Public Comment:</p> <p><u>Bob Putney</u>, Cambria. Read letter to Board submitted for the record today regarding retiree health benefits.</p> <p><u>Arthur Montandon</u> written letter regarding retiree benefits entered into the record.</p> <p><u>William Schwartz</u>, Niagara. Aquacraft Study. Provided a brochure on programs for Water Conservation Program.</p> <p><u>Tina Dickason</u>, Cambria. Congratulated newly elected directors. Thanked Allan MacKinnon for dedication and service to the community. Commented on Mission Country Disposal Rate Increase and reason for increase and protests the increase.</p> <p><u>Mike McLaughlin</u>, Cambria. Congratulated new directors.</p> <p><u>Jerry McKinnon</u>, Cambria. Read Art Montandon's letter into the record.</p> <p><u>Elizabeth Bettenhausen</u>, Cambria. Congratulated new board members. Hopes Board might take up again what former Chief and former counsel has made with regard to commitments made in writing. On back of weather section Cambria has received 30.9 inches of rain, not an optimistic about water supply, but aquifer might be shifting again.</p> <p><u>Joyce Ronan</u>, Cambria. Commented on Cambria's homeless and has experienced on a personal level those here.</p> <p><u>Jerry McKinnon</u>, Cambria. Pleased to see on the agenda not a discussion of the pay raise for Board.</p>
5. AGENDA REVIEW	Pulled 7H – Biennial Resource Mgmt Plan for separate discussion.
6. MANAGER'S AND BOARD REPORTS	

<p>A. GENERAL MANAGER'S REPORT</p>	<p>General Manager presented the reports, highlighting department activities. Board discussion followed. Public Comment: <u>Elizabeth Bettenhausen</u>, Cambria. Thanked Water Department for the repair on Windsor and the survey of highest users. Thanked Carlos for work done on Vets Hall. The County Cross Town Trail has County trees that need attention. Thanked Carlos for maintaining a safe forest for public.</p>
<p>B. LONG TERM WATER SUPPLY ALTERNATIVES UPDATE</p>	<p>President MacKinnon introduced the item. General Manager Gruber commented. District Engineer Bob Gresens presented the staff report. Board discussion followed. <u>Mahala Burton</u>, Cambria. Requested status on hard rock drilling and commented on Whale Rock.</p>
<p>C. MEMBER AND COMMITTEE REPORTS</p>	<p>Director Robinette reported on December 4 PROS meeting and commented on Fiscalini Ranch Event Policy and donations being accepted as part of the policy. President Thompson reported on the Ad Hoc Shared Services Committee meeting and commented on the Kingston Bay Senior Living Facility project. An addendum to the interagency operation agreement with CCHD is on today's agenda. Vice President Bahringer reported there was no NCAC meeting this month.</p>
<p>7. CONSENT AGENDA</p>	
<p>A. Approve expenditures for month of November 2012 B. Approve minutes of Board of Directors November 15, 2012 regular meeting C. Adopt Resolution 69-2012 authorizing banking powers. D. Adopt Resolution 72-2012 approving an amendment to the Agreement for Administrative and Management Services between the CCSD and the CCHD E. Adopt Resolution 70-2012 approving side letter with SEIU (Service Employees International Union Local 620 for Dental Plan Ameritas Fusion F. Adopt Resolution 81-2012 authorizing an amendment to the CCSD Contract with</p>	<p>Item 7H pulled and will be considered separately. Public Comment: <u>Elizabeth Bettenhausen</u>, Cambria. Commented on item 7G, software management. What does the Board want staff to do on conservation? If conservation policy will not be considered until January, it might be premature to obligate a staff position until we know what it is that position will do. <u>Jerry McKinnon</u>, Cambria. Representing American Legion and expenditures for November, around \$2,000 spent on maintenance of Vets Hall and requests a special budget page for the operation of the public building and restrooms. Include ranch land in Parks and Recreation as well as skateboard</p>

<p>CalPERS</p> <p>G. Adopt Resolution 73-2012 approving revised Administrative Technician III Position Description</p> <p>H. Approve CCSD's comments to the Administrative Draft of the San Luis Obispo County Biennial Resource Management System Report</p> <p>I. Cast ballot electing Muril Clift as Special District Member to Local Agency Formation Commission (LAFCO) term expiring December 2014</p>	<p>park, so funding is not a drain on the Veterans Hall budget. Property taxes support the Veterans building.</p> <p>Director Clift moved to approve the consent agenda minus Item 7 H. Vice President Bahringer seconded. Motion carried unanimously. Ayes – 5, No – 0, Absent - 0</p> <p>President Thompson introduced the item 7H, Administrative draft of the SLO County Biennial Resource Management System (RMS) Report. General Manager Gruber presented the staff report.</p> <p>Public Comment: <u>Elizabeth Bettenhausen</u>, Cambria. Why is it necessary to have this agenda item doing what it is doing? <u>Mary Webb</u>, Cambria. Pull the item off agenda. What is needed to approve? So many things changed. Considerable disagreement with Fryer report and UWMP plan numbers. Requests additional time to review these comments. Board discussion followed. <u>Richard Hawley</u>, Cambria. Has vacancy rate been included in this report? Obligated to include those people in that analysis as to what real water use is? Watching the creeks, not the level of groundwater, but the flow, if I were a fish and San Simeon Creek is at Level III; it goes dry and some go dry fairly early. Count every single house with water use. District does a good job of balancing the creeks. <u>Tina Dickason</u>, Cambria. Before any more usage of water allowed to be produced through our system at the current level we have, pump station and WW treatment plant need to be addressed before we ever add more connections to go through these aged systems. We have vacation homes. Complimented conservation program work, whatever category is determined it needs to be based on factual information. <u>Mahala Burton</u>, Cambria. Commented on Coastal Commission and their certifying any changes. Commented on SR4 well being shut down and summer potential for shut down. How would we provide water? In the past 10 years surcharges have been enacted three or four times.</p>
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	<p>Commented on US geographical survey on San Simeon Creek. When you figure out 810 AF it is not a total amount at one time; it is determined by seasons, no evidence, and no experience. Consider the facts.</p> <p>Director Rice moved to direct staff to revise the comments to the RMS to include that our level of severity be changed from Level III to Level I or no level of severity. Director Robinette seconded. Motion carried unanimously. Ayes – 5, No – 0, Absent – 0</p>
<p>8. HEARINGS AND APPEALS</p>	<p>None</p>
<p>9. REGULAR BUSINESS</p>	
<p>A. Adopt Resolution 74-2012 approving Water Department Budget Amendment for emergency SR4 well repair</p>	<p>President Thompson introduced the item. General Manager Gruber presented the staff report.</p> <p>Director Robinette moved to adopt 74-2012 approving Water Department budget amendment for emergency SR4 well repair. Vice President Bahringer seconded. Motion carried unanimously. Ayes – 5, No – 0, Absent - 0</p>
<p>B. Adopt Ordinance 06-2012 amending Chapters 4.26 and 4.20 of the CCSD Code relating to Appendix 4.16A Acceptable Water Saving Plumbing and Fixtures and Subsection 4.20.050 Program Standards</p>	<p>President Thompson introduced the item. General Manager Gruber presented the staff report. Board discussion followed.</p> <p>Public Comment: <u>Mary Webb</u>, Cambria. Supports conservation in concert with the activities with regard to growth.</p> <p>Director Robinette moved to waive further reading and read by title only. Director Clift seconded. Motion carried unanimously. Ayes – 5, No – 0, Absent – 0</p> <p>Director Robinette moved to adopt Ordinance 06-2012 amending Chapters 4.26 and 4.20 of the CCSD Code relating to Appendix 4.16A acceptable water saving plumbing and fixtures and Subsection 4.20.050 program standard. Director Clift seconded.</p> <p>Director Bahringer moved to amend with effective date of April 15. Motion failed for lack of second.</p>

	<p>Motion carried as moved. Ayes – 4, No – 1 (Bahringer), Absent - 0</p>
<p>C. Approve the Commercial, Institutional and Industrial Retrofit Program Participation Agreement to Retrofit Commercial Washing Machines</p>	<p>President Thompson introduced the item. General Manager Gruber turned the item to District Engineer for presentation of the staff report.</p> <p>Director Bahringer moved to approve the Commercial, Institutional and Industrial Retrofit Program Participation Agreement with Laundromat owners Norma and Eliseo Casas for the retrofit of commercial washing machines in the Laundromat located at the Redwood Shopping Center, 2096 Main Street #B. Director Rice seconded. Motion carried unanimously. Ayes – 5, No – 0, Absent - 0</p> <p>Public Comment: None</p>
<p>D. Adopt Resolution 75-2012 to update Exhibit "B," Non-Active Service Commitments (Existing Commitment List) and Exhibit "D" Active Service Commitments per CCSD Code 8.04.030</p>	<p>President Thompson introduced the item. General Manager Gruber thanked the Board of its time to review this item and suggested bringing this item to the Board every January. ASO Madrid presented the staff report.</p> <p>Public Comment: <u>Elizabeth Bettenhausen</u>, Cambria. Posed questions on assumptions and will send email to staff outlining her questions. Board discussion followed. Director Robinette moved to adopt Resolution 75-2012 updating Exhibit B, non-active service commitment list and exhibit D active service commitments per CCSD Code 8.04.030. Director Bahringer seconded. Motion carried unanimously. Ayes – 5, No – 0, Absent - 0</p> <p>Director Robinette moved to amend Resolution 75-2012 to say we want to see on an annual basis and starting January 2013. Director Bahringer seconded the amendment. Motion carried unanimously. Ayes – 5, No – 0, Absent - 0</p>
<p>E. Approve request for Intent to Serve letter for two (2) Affordable Housing EDUs (Equivalent Dwelling Units) for 2845 Schoolhouse Lane</p>	<p>President Thompson introduced the item. General Manager Gruber presented the staff report.</p> <p>Public Comment: <u>Dr. John Fowler</u>, Cambria. Heard from Executive Director in August and approved around since</p>

	<p>1970, started process of affordable housing. Habitat for Humanity got their ideas from PSHH. Here in SLO County, not Monterey. 2005 acquired site to do phase II and optimistic about phase II, already have a presence here. Very complicated to do affordable housing; for profit joint venture, tax credit applications, and lenders. Financing, home funds, takes years of planning in addition to water permits. Requesting an additional two EDUs, work in hospitality business and would like to live here and not commute.</p> <p><u>Paul Reichardt</u>, Cambria. Resident of Cambria and EDA designs, representative of PSHH. Has worked with different board over the years. Offered gratitude to staff. Introduced idea of non-profit. HUD grant that came through County with time constraints, jeopardy of funding attached to the project. Available for technical questions.</p> <p><u>Elizabeth Bettenhausen</u>, Cambria. Adopt unanimously in the next 30 seconds; supports the project.</p> <p>Vice President Bahringer moved to approve the request for Intent to Serve letter for two (2) Affordable Housing EDUs for 2845 Schoolhouse Lane, Applicant: People's Self Help Housing. Director Clift seconded. Motion carried unanimously. Ayes – 5, No – 0, Absent - 0</p>
<p>F. Discussion and confirmation of CCSD Affordable Housing Program pursuant to CCSD Code 8.04.110</p>	<p>President Thompson introduced the item. General Manager Gruber presented the staff report.</p> <p>Public Comment:</p> <p><u>Paul Reichardt</u>, Cambria. PSHH. Commented on complicated situation and not many sites left in urban service area for affordable housing. Practical, sensible, reasonable approach which satisfied deed restriction for property back to 40 EDUs due to meter transfers associated with the property. Open space development over 4 acres of the project. Would get PSHH up to the 40 EDUs for the complete project.</p> <p><u>Elizabeth Bettenhausen</u>, Cambria. Posed two questions; no actions in this action regarding more units for PSHH. Supports the project. Board discussion followed.</p>
<p>G. Adopt Resolution 71-1012 approving Fiscalini Ranch Event Policy</p>	<p>President Thompson introduced the item. General Manager Gruber presented the staff report.</p>

	<p>Director Bahringer moved to adopt Resolution 71-2012 approving the Fiscalini Ranch Event policy. Director Robinette seconded. Motion carried unanimously. Ayes – 5, No – 0, Absent - 0</p> <p>Director Bahringer moved to amend the motion to direct staff to pursue opportunities to capture revenue for such events and return with recommendation next month. Director Robinette seconded. Motion carried unanimously. Ayes – 4, No – 1 (Clift), Absent - 0</p> <p>Public Comment: None</p>
<p>H. Adopt Resolution 79-2012 approving a Thirty two hour Maintenance Technician</p>	<p>Director Clift moved to adopt Resolution 79-2012 approving a thirty two hour Maintenance Technician. Director Robinette seconded. Ayes – 5, No – 0, Absent – 0</p> <p>Public Comment: None</p>
<p>I. Adopt Resolution 80-2012 approving a 32-hour position and position description of Confidential-Administrative Assistant and adopting the salary range (Exhibit “A” to the Payment and Compensation Plan)</p>	<p>President Thompson introduced the item. General Manager Gruber presented the item. Director Rice moved to adopt Resolution 80-2012 approving a 32-hour position and position description of Confidential-Administrative Assistant and adopting the salary range (Exhibit “A” to the Payment and Compensation Plan) Director Robinette seconded. Motion carried unanimously. Ayes – 5, No – 0, Absent – 0</p>
<p>J. Discussion and Consideration Regarding CCSD Board of Director 2013 Goals and Objectives</p>	<p>President Thompson introduced the item. General Manager Gruber presented the staff report.</p> <p>President Thompson directed staff to bring back to January meeting for a full discussion and committee assignments.</p>
<p>K. Adopt Resolution 76-2012 ratifying Memorandum of Understanding (MOU) between CCSD and IAFF (International Association of Firefighters) Local 4635</p>	<p>President Thompson introduced the item. General Manager Gruber presented the item. Director Bahringer moved to adopt Resolution 76-2012 ratifying MOU between CCSD and IAFF Local 4635. Director Rice seconded. Motion carried unanimously. Ayes – 5, No – 0, Absent - 0</p>
<p>L. Adopt Resolution 77-2012 electing to be subject to Public Employees Medical and Hospital Care Act only with respect to members of a specific employee organization and fixing the employer’s contribution at an amount</p>	<p>President Thompson introduced the item. General Manager Gruber turned the presentation over to ASO Madrid. Board discussion followed. Vice President Bahringer moved to adopt Resolution 77-2012 electing to be subject to</p>

<p>at or greater than that prescribed by Section 22892(b) of the Government Code</p>	<p>Public Employees Medical and Hospital Care Act only with respect to members of a specific employee organization and fixing the employer's contribution at an amount at or greater than that prescribed by Section 22892(b) of the Government Code. Director Clift seconded. Motion carried unanimously. Ayes – 5, No – 0, Absent - 0</p>
<p>M. Adopt Resolution 78-2012 awarding a Maintenance Agreement for Wastewater Collection System Cleaning and Closed Circuit Television (CCTV) Work to Advanced Sewer Technologies</p>	<p>President Thompson introduced the item. General Manager Gruber presented the report. Board discussion followed.</p> <p>Director Bahringer moved to adopt Resolution 78-2012 awarding Maintenance Agreement to Advanced Sewer Technologies for Wastewater Collection System Cleaning and Closed Circuit Television work for the amount not to exceed \$103,785.00. Director Robinette seconded. Motion carried unanimously. Ayes – 5, No – 0, Absent - 0</p>
<p>N. Discussion and Consideration to approve a letter of support for Greenspace application to CalTrans Department of Transportation Environmental Enhancement and Mitigation Program for acquisition of 13.23 acre parcel in Strawberry Canyon</p>	<p>President Thompson introduced the item. General Manager Gruber presented the report. Director Clift moved to approve a letter of support for Greenspace application to CalTrans Department of Transportation Environmental Enhancement and Mitigation Program for acquisition of 13.23 acre parcel in Strawberry Canyon. Director Robinette seconded. Motion carried unanimously. Ayes – 5, No – 0, Absent - 0</p>
<p>10. FUTURE AGENDA ITEM(S)</p>	
<p>11. ADJOURN</p>	<p>President Thompson adjourned the meeting to closed session at 5:55 PM</p>

CAMBRIA COMMUNITY SERVICES DISTRICT
 BOARD OF DIRECTORS REGULAR MEETING MINUTES
 THURSDAY, JANUARY 17, 2013, 12:30 PM

AGENDA ITEM	DISCUSSION OR ACTION
1A. CALL TO ORDER	President Thompson called the regular meeting to order at 12:35 PM.
1B. PLEDGE OF ALLEGIANCE	President Thompson led the pledge of allegiance.
1C. ESTABLISHMENT OF QUORUM	President Thompson Present Vice President Bahringer Present Director Clift Present Director Rice Present Director Robinette Present Staff Present: General Manager Jerry Gruber, District Counsel Tim Carmel, District Engineer Bob Gresens, District Clerk Kathy Choate, Finance Manager Alleyne LaBossiere, and Administrative Services Officer Monique Madrid,
1D. REPORT FROM CLOSED SESSION	District Counsel Carmel reported Board discussed potential litigation; no reportable action.
2. SPECIAL REPORTS	
A. Sheriff's Department Report	No report.
3. ACKNOWLEDGEMENTS/PRESENTATIONS	
4. PUBLIC COMMENT	President Thompson presented grounds rules for public comment. Public Comment: <u>Art Chapman</u> , Cambria. Invited board, staff, and public to open house Friday, January 25, Recreation Club.
5. AGENDA REVIEW	
6. MANAGER'S AND BOARD REPORTS	General Manager Gruber presented the managers' reports.
A. GENERAL MANAGER'S REPORT	General Manager presented the reports, highlighting department activities. Board discussion followed. Public Comment: <u>Tina Dickason</u> , Cambria. Expressed appreciation for new showerhead. Suggested staff collects old showerheads as proof of installation. Board discussion followed.
B. LONG TERM WATER SUPPLY ALTERNATIVES UPDATE	President Thompson introduced the item. General Manager Gruber commented. District Engineer Bob Gresens presented the staff report. Public Comment: <u>Tina Dickason</u> , Cambria. Commented on water supply EIR/EIS and why is Army Corps asking for

	rationale at this late date? Board discussion followed.
C. MEMBER AND COMMITTEE REPORTS	Director Rice reported on NCAC meeting. Directors Robinette and Rice attended the CSDA seminar "How to Be an Effective Board Member" on January 15.
7. CONSENT AGENDA	
A. Approve expenditures for month of December 2012 B. Adopt Resolution 01-2013 Approving General Fund Budget/Surplus Operations Reserves Amendment Related to Professional Services Agreement by Avery Associates	Director Cliff moved to approve the consent agenda. Director Bahringer seconded. Motion carried unanimously. Ayes – 5, NO – 0, Absent - 0
8. HEARINGS AND APPEALS	
A. Adopt Resolution 02-2013 Approving Mission Country Disposal Proposed 2.20% Rate Increase for Solid Waste Collection Service	President Thompson introduced the item. District Counsel Carmel presented the report. District Clerk Choate confirmed to date ten written protests had been received. Public Comment: <u>Tina Dickason</u> , Cambria. Submitted written protest and copied letter to CCSD as a protest. Suggested future vehicles be more energy efficient. <u>Abby Chapman</u> , Cambria. Opposes rate increase and requested consideration for the disabled. Commented on cleanups held twice a year. Board discussion followed. Tom Martin responded to the Board member questions regarding rate structure for Cambria. Director Bahringer moved to adopt Resolution 02-2013. Director Cliff seconded. Motion carried. Yes – 4, No -1 (Rice), Absent – 0
9. REGULAR BUSINESS	
A. Discussion and Consideration to Receive Draft Audit from Crosby and Company for Fiscal Year 2011/2012	President Thompson introduced the item. General Manager Gruber introduced Bob Crosby, CPA who presented the report. Public Comment: None Director Cliff moved to receive and file. Director Robinette second. Motion carried unanimously. Ayes – 5, NO – 0, Absent - 0 Board discussion followed.
B. Discussion and Consideration of Preliminary Draft Water Conservation Plan and Program Options	President Thompson introduced the report. General Manager Gruber commented on the Water Conservation efforts by staff and Maddaus Water Management and s. District Engineer introduced Bill Maddaus, Maddaus Water Management. Bill Maddaus presented the

	<p>preliminary draft Water Conservation Plan and Program options. Public Comment: <u>Elizabeth Bettenhausen</u>, Cambria. Commented on adopting a final conservation program in February. When is public review of final report and will there be a public review in the decision making process? <u>Mahala Burton</u>, Cambria. How was calculation done? The new water supply unknown. EIR in March? Drill to see if there is brackish water. New growth of 40 new connections. AFH out of LCP, AFH gets our supply before residents and visitor serving. Population going up, no new water supply. How long will it take for conservation to be new water supply? <u>Tina Dickason</u>, Cambria. On CCSD water projection by source acre feet. 1988 – 2012, add up acre footage.ave per year of 729 AF/year. Last year comments were stated at 680, does not believe there is room for growth. Board discussion followed with questions being responded to by Bill Maddaus. A special meeting will be scheduled prior to February 28 regular meeting to hold a public workshop to review the Draft Administrative Water Conservation Plan.</p>
<p>C. Discussion and Consideration of Goals and Objectives Summary Report for Calendar Year 2012</p>	<p>President Thompson introduced the item. General Manager Gruber presented the staff report.</p>
<p>D. Discussion and Consideration Regarding CCSD Board of Directors 2013 Goals and Objectives</p>	<p>President Thompson introduced the item and opened the item for board discussion. A full board discussion followed regarding Board goals for 2013/2014. President Thompson and Vice President Bahringer will work with General Manager Gruber to draft 2013/2014 Board goals.</p>
<p>E. Discussion and Consideration to Appoint 2013 Ad Hoc Committee Assignments</p>	<p>President Thompson presented the staff report. Director Rice moved to approve the 2013 Ad Hoc Committee assignments. Vice President Bahringer seconded. Motion carried unanimously. Ayes – 5, NO – 0, Absent - 0</p>
<p>F. Discussion and Consideration to Approve 2013 CCSD Board of Director Bylaws and Adopt Resolution 03-2013</p>	<p>President Thompson introduced the item. District Counsel Carmel presented the staff report. Full Board discussion followed. President Thompson tabled the item to the February regular meeting.</p>

<p>G. Discussion and Consideration to Approve CCSD's Revised Comments to the Administrative Review Draft of San Luis Obispo County Biennial Resource Management System Report</p>	<p>President Thompson introduced the item. District Engineer Gresens presented the staff report. Public Comment: <u>Mahala Burton</u>, Cambria. Commented on today's issuance of ITS. <u>Mary Webb</u>, Cambria. Read County Growth Management Ordinance regarding dwelling units, not population or number of houses. With regard to AFH 16 EDUs equivalent dwelling units. Are there 56 units left? Connections vs. dwelling units? Understand what 1% is. Population? Relationship to water? Is it a quarter of an acre foot? Make sure it corresponds to what GMO states. Speaks to allocations, not necessarily one on one with dwelling unit. <u>Tina Dickason</u>, Cambria. When CCSD contacted Tom Luster, CCC regarding letter to CCSD she asked him what would be required to open up Intent to Serves and lift the moratorium. To lift moratorium requires new supply of water. Conservation has not begun, in 2013, no track record of AF/year. Vice President Bahringer moved to adopt per board's modifications; first sentence on page 126 to read: Based on the CCSD's reduced water production and its recent completion of updates to its Water Conservation Program, the CCSD Board determined that the Level of Severity to be LOS I. Second sentence remains as presented. Strike last sentence and submit to County as soon as possible. Director Robinette seconded. Motion carried unanimously. Ayes – 5, NO – 0, Absent - 0</p>
<p>H. Discussion and Confirmation of CCSD Affordable Housing Program Pursuant to CCSD Code §8.04.030</p>	<p>President Thompson introduced the item. District Counsel Carmel presented the staff report. Board discussion followed. Public Comment: <u>Mahala Burton</u>, Cambria. Read from growth management ordinance. <u>Tina Dickason</u>, Cambria. Commented on lack of board compassion. People working here earn minimum wage and have a legal right to have a home here. <u>Paul Reichardt</u>, EDA Design Professionals. Here for questions and thanked staff for the meetings regarding the proposed project. <u>Elizabeth Bettenhausen</u>, Cambria. Strongly</p>

	<p>supports People’s Self-Help Housing (PSHH). The project is an opportunity for Cambria to support more affordable housing. Do not issue more until you can document saved water (an additional source of water).</p> <p><u>Katherine Clayton</u>, owner of Hearts Ease and owns home next to the proposed project. She maintains street to her home. The PSHH project will take half of her road for affordable housing. The road is the only way she can get to her home and will have nothing but construction. Lives next to existing units with too many cars, trash, glass, has replaced tires, graffiti, and is concerned with more people in the limited space. Commented on water and either we have it or we don’t and feels allocation to PSHH is unfair and unjust. Her employees come from Paso Robles, because no one in town wants to work here. Businesses are going under the table.</p> <p>Board discussion followed.</p> <p>Director Clift moved to change CCSD code to be permissive rather than restrictive and shall provide up to 6 EDUs and carry forward all existing stock. Vice President Bahringer seconded. Motion carried unanimously. Ayes – 5, NO – 0, Absent - 0</p>
<p>I. Approve Request for Intent to Serve letter for Sixteen (16) affordable housing equivalent dwelling units for People’s Self-Help Housing Schoolhouse Lane Site II and a Payment Plan for the Connection Fees</p>	<p>President Thompson introduced the item. General Manager Gruber turned the presentation over to Administrative Services Officer Madrid who introduced the staff report.</p> <p><u>Paul Reichardt</u>, EDA Professionals. No comment, here to answer any questions regarding the proposed project.</p> <p><u>Elizabeth Bettenhausen</u>, Cambria. Had departed.</p> <p><u>Catherine Clayton</u>, Cambria. No additional comment.</p> <p><u>Jeff Hellman</u>, Cambria. Commented on value of PSHH in the amount of \$240 million; niche of affordable housing to obtain government financing. Non-profit is not necessarily non-profit, only non-taxable. Requested financial statements which he received. Parent company has \$9M; salaries are \$3M on \$9M income. This is a business, not altruistic. Before giving away \$2.5M equity, what is going on? Putting major business in</p>

	<p>middle of neighborhood with increased traffic. Opposed the project. Director Clift moved to approve the request for issuance of sixteen (16) additional Intent to Serve letters from the Affordable Housing Program Wait List to People's Self-Help Housing Schoolhouse Lane Site II and a payment plan for the connection fees. Director Robinette seconded. Motion carried unanimously. Ayes – 5, NO – 0, Absent - 0</p>
<p>J. Discussion and Direction on Existing Commitment List and Exhibits "B" and "D" to CCSD Code §8.04.030</p>	<p>President Thompson introduced the item. General Manager Gruber turned the presentation over to Administrative Services Officer Madrid who introduced the staff report. Board consensus was to bring back code revision to CCSD Code §8.04.030 (C) regarding establishing when the Board would like an annual review of staff's updates to existing commitment lists.</p>
<p>10. FUTURE AGENDA ITEM(S)</p>	<p>Board requested staff agendize in February an item to reschedule the regular March meeting that conflicts with SDRMA Safety/Claims Education Day conference scheduled for March 28.</p>
<p>11. ADJOURN to closed session</p>	<p>President Thompson adjourned the meeting to closed session at 5:25 PM</p>

DRAFT

CAMBRIA COMMUNITY SERVICES DISTRICT
 BOARD OF DIRECTORS SPECIAL MEETING MINUTES
 TUESDAY FEBRUARY 12, 2013, 6:00 PM

AGENDA ITEM	DISCUSSION OR ACTION										
1A. CALL TO ORDER	President Thompson called the meeting to order at 6:05 PM.										
1B. ESTABLISHMENT OF QUORUM	<table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">President Thompson</td> <td style="text-align: right;">Present</td> </tr> <tr> <td>Vice President Bahringer</td> <td style="text-align: right;">Present</td> </tr> <tr> <td>Director Clift</td> <td style="text-align: right;">Present</td> </tr> <tr> <td>Director Robinette</td> <td style="text-align: right;">Present</td> </tr> <tr> <td>Director Rice</td> <td style="text-align: right;">Present</td> </tr> </table> <p>Staff Present: General Manager Gruber, District Engineer Gresens, Admin Services Officer Madrid</p>	President Thompson	Present	Vice President Bahringer	Present	Director Clift	Present	Director Robinette	Present	Director Rice	Present
President Thompson	Present										
Vice President Bahringer	Present										
Director Clift	Present										
Director Robinette	Present										
Director Rice	Present										
2. SPECIAL MEETING BUSINESS A. Presentation, Discussion, and Public Review of February 8, 2013 DRAFT Water Conservation Plan	Introduction of the Water Conservation Plan.										
3. PUBLIC COMMENT	<p>Public Comment:</p> <p>President Thompson opened public comment at 6:31 PM.</p> <p style="text-align: right;">_____ Cambria</p> <p>Jessie Arnold Janine Jacobs Tom Beal Allan MacKinnon John Trowilliger Peter Chaldecott Deryl Robinson of UNLOC on phone line. Karen Dean Lisa Stradley Tom Beal Jere O'Farrell Janine Jacobs Jim Adams Bill Stradley John MacKinnon</p> <p>President Thompson closed public comment at 7:33 p.m.</p> <p>Board discussion followed</p>										
4. ADJOURN	President Thompson adjourned the meeting at 7:49 PM.										

Submitted by Administrative Services Officer Madrid

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.C.**

FROM: Jerry Gruber, General Manager
Timothy J. Carmel, District Counsel

Meeting Date: February 28, 2013 Subject: Consider Adoption of Resolution
03-2013 Approving Board of Directors'
Bylaws for 2013

RECOMMENDATIONS:

It is recommended that the Board of Directors adopt Resolution 03-2013 approving Board of Directors' Bylaws for 2013.

FISCAL IMPACT:

None.

DISCUSSION:

At the January 17, 2013 meeting, the Board of Directors considered the annual review of the Board of Directors' Bylaws ("Bylaws"). The Board reviewed and refined staff's proposed changes and directed staff to make several other minor modifications. The comprehensive recommended changes to the Bylaws are shown in redline format attached.

Attachments: CCSD Board Bylaws (redline format)
Resolution 03-2013

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ THOMPSON ___ BAHRINGER ___ CLIFT ___ RICE ___ ROBINETTE ___

RESOLUTION NO. 03-2013

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMBRIA
COMMUNITY SERVICES DISTRICT APPROVING THE 2013 CAMBRIA
COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS'
BYLAWS**

BE IT RESOLVED that the Board of Directors of the Cambria Community Services District does hereby approve the CCSD Board of Directors' Bylaws for 2013, attached hereto as Exhibit "A" and incorporated herein by this reference.

PASSED AND ADOPTED this 28th day of February 2013.

Michael Thompson, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Kathy A. Choate, District Clerk

Timothy J. Carmel, District Counsel



CAMBRIA COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS' BYLAWS

1. OFFICERS OF THE BOARD OF DIRECTORS

- 1.1 The officers of the Board of Directors are the President and Vice President.
- 1.2 The President of the Board of Directors shall serve as ~~chairperson~~presiding officer at all Board meetings. The President shall have the same rights as the other members of the Board in voting, introducing motions, resolutions and ordinances, and any discussion.
- 1.3 In the absence of the President, the Vice President of the Board of Directors shall serve as ~~chairperson~~presiding officer over all meetings of the Board. If the President and Vice President are both absent, the remaining members shall select one among themselves to act as ~~chairperson~~presiding officer for the meeting.
- 1.4 The President and Vice President of the Board shall be elected annually at the first regular meeting in December and the term of office shall commence immediately upon election and continue until replaced.

2. MEETINGS

- 2.1 Regular meetings of the Board of Directors shall commence at 12:30 p.m. on the fourth Thursday of each calendar month in the Veterans' Memorial Hall ~~currently~~ located at 1000 Main Street, Cambria unless otherwise directed by the Board of Directors.
- 2.2 Members of the Board of Directors shall attend all regular and special meetings of the Board unless there is good cause for their absence.
- 2.3 No Board action may be taken on an item not on the posted agenda; provided, however, matters deemed to be emergencies or of an urgent nature may be added to the agenda under the procedures of the Brown Act.
- 2.4 Pursuant to the Brown Act:
 - (a) Board Members may briefly respond to statements or questions from the public; and

- (b) Board Members may, on their own initiative or in response to public questions, ask questions for clarification, provide references to staff or other resources for factual information, or request staff to report back at a subsequent meeting; and
 - (c) The President of the Board or a Board majority in open session may take action to direct staff to place a matter on a future agenda.
- 2.5 The President shall conduct all meetings in a manner consistent with the policies of the CCSD. All comments shall be directed to the President. The President shall determine the order in which agenda items shall be considered for discussion and/or actions taken by the Board and shall announce the Board's decision on all subjects. ~~The President shall vote on all motions except in the case of a conflict of interest.~~ On roll call the maker of the motion shall be called first, the Board member seconding the motion shall be called second, and the remainder are polled with the President voting last, unless the President made the motion or seconded the motion.
- 2.6 A majority of the total membership of the Board shall constitute a quorum for the transaction of business. A majority of the total membership of the Board is sufficient to do business, however motions must be passed unanimously if only three attend. When there is no quorum for a regular meeting, the President, Vice President, or any Board member shall adjourn such meeting, or, if no Board member is present, the District Clerk shall adjourn the meeting.
- 2.7 A roll call vote if required by law shall be taken upon votes on ordinances and resolutions, and shall be entered in the minutes of the Board showing those Board members voting aye, voting no and those abstaining or absent. Unless a Board member states that they are not voting because of a conflict of interest and steps down from the dais prior to the discussion of the item, his or her silence shall be recorded as an affirmative vote and vote of abstention shall be recorded as an abstention.
- 2.8 Any person attending a public meeting of the Board of Directors may record the proceedings with an audio or video tape recorder or a still or motion picture camera in the absence of a reasonable finding that the recording cannot continue without noise, illumination, or obstruction of view that constitutes or would constitute a disruption of the proceedings.
- 2.9 All video tape recorders, still and/or motion picture cameras shall remain stationary and shall be located and operated from behind the public speaker's podium once the meeting begins. The President retains the discretion to alter these guidelines, including the authority to require that all video tape recorders, still and/or motion picture cameras be located in the back of the room.

3. AGENDAS

- 3.1 The General Manager, in cooperation with the Board President and Vice President, shall prepare an agenda for each regular and special meeting of the Board of Directors. ~~Any Director may call the General Manager and request an item to be placed on the regular meeting agenda no later than 4:30 p.m. two weeks prior to the meeting date.~~ The General Manager shall establish a CCSD Policy to guide staff in the preparation of meeting agendas.
- 3.2 A block of approximately 20 minutes time shall be set aside to receive general public comment. Comments on agendaed items should be held until the appropriate item is called. Unless otherwise directed by the President, members of the public shall state their name and their general place of residence prior to giving their comment. Public comment shall be directed to the President of the Board and limited to three minutes unless extended or shortened at the President's discretion.
- 3.3 Those items on the CCSD Agenda, which are considered to be of a routine and non-controversial nature, are placed on the ~~"Consent Agenda."~~ These items shall be approved, adopted, and accepted, etc. by one motion of the Board of Directors. For example, approval of Minutes, approval of Warrants, various Resolutions accepting developer improvements, minor budgetary items, status reports, and routine CCSD operations.
- (a) Board members may request that any item listed under ~~"Consent Agenda"~~ be removed from the ~~"Consent Agenda,"~~ and the Board will then take action separately on that item. A member of the public will be given an opportunity to comment on the ~~"Consent Agenda,"~~ however, only a member of the Board of Directors can remove an item from the ~~"Consent Agenda."~~ Items, which are removed ("pulled") by members of the Board for discussion, will typically be heard after other ~~"Consent Agenda"~~ items are approved unless the President orders an earlier or later time.
 - (b) A Board member may ask questions on any item on the ~~"Consent Agenda."~~ When a Board member has a minor question for clarification concerning a consent item, which will not involve extended discussion, the item may be discussed for clarification and the questions will be addressed along with the rest of the ~~"Consent Agenda."~~ Board members are encouraged to seek clarifications prior to the meeting if possible.
 - (c) When a Board member wishes to pull an item simply to register a dissenting vote, the Board member shall inform the presiding officer that they wish to register a

dissenting vote without discussion. These items will be handled along with the rest of the Consent Agenda, and the District Clerk will register a “no” vote in the minutes.

4. PREPARATION OF MINUTES AND MAINTENANCE OF TAPES

- 4.1 The minutes of the Board shall be kept by the District Clerk and shall be neatly produced and kept in a file for that purpose, with a record of each particular type of business transacted in paragraphs with proper subheadings;
- 4.2 The District Clerk shall be required to make a record only of such business as was actually passed upon by a vote of the Board and, except as provided in Section 4.3 and 4.6 below, shall not be required to record any remarks of Board Members or any other person;
- 4.3 Any Director may request for inclusion into the minutes brief comments pertinent to an agenda item, only at the meeting in which the item is discussed.
- 4.4 Written materials delivered to the Board at the meeting that were not contained in the Board Agenda Packet for review by the Board prior to the meeting shall not be included in the meeting minutes.
- 4.5 The District Clerk shall attempt to record the names and general place of residence of persons addressing the Board, the title of the subject matter to which their remarks related, and whether they spoke in support or opposition to such matter;
- 4.6 Whenever the Board acts in a quasi-judicial proceeding such as in assessment matters, the District Clerk shall compile a summary of the testimony of the witnesses.
- 4.7 Any electronic media of a CCSD meeting made for whatever purpose at the direction of the CCSD shall be subject to inspection pursuant to the California Public Records Act. CCSD tape and film records may be erased ninety (90) days after the taping or the recording.

5. MEMBERS OF THE BOARD OF DIRECTORS

Directors shall prepare themselves to discuss agenda items at meetings of the Board of Directors. Information may be requested from staff or exchanged between Directors before meetings.

- 5.1 Information that is exchanged before meetings shall be distributed through the District Clerk, and all Directors will receive all information being distributed.
 - 5.2 Directors shall at all times conduct themselves with courtesy to each other, to staff and to members of the audience present at Board meetings.
 - 5.3 Differing viewpoints are healthy in the decision-making process. Individuals have the right to disagree with ideas and opinions, while being respectful. Once the Board of Directors takes action, Directors should not create barriers to the implementation of said action.
 - 5.4 At the President's discretion District Counsel shall act as parliamentarian.
6. AUTHORITY OF DIRECTORS
- 6.1 The Board of Directors is the unit of authority within the CCSD. Apart from their normal function as a part of this unit, Directors have no individual authority. As individuals, Directors may not commit the CCSD to any policy, act or expenditure.
 - 6.2 Directors do not represent any fractional segment of the community, but are, rather, a part of the body, which represents and acts for the community as a whole.
 - 6.3 The primary responsibility of the Board of Directors is the formulation and evaluation of policy. Routine matters concerning the operational aspects of the CCSD are to be referred to the General Manager.
7. DIRECTOR GUIDELINES
- 7.1 Board Members, by making a request to the General Manager or District Clerk, shall have access to information relative to the operation of the CCSD, including but not limited to statistical information, information serving as the basis for certain actions of Staff, justification for Staff recommendations, etc. If the General Manager or District Clerk cannot provide the requested information in a timely manner by reason of information deficiency, or major interruption in work schedules, workloads, and priorities, then the General Manager or District Clerk shall inform the individual Board Member why the information is not or cannot be made available.
 - 7.2 In handling complaints from residents, property owners within the CCSD, or other members of the public, Directors are encouraged to listen carefully to the concerns, but the

complaint should be referred to the General Manager for processing and the CCSD's response, if any.

- 7.3 Directors, when seeking clarification of policy-related concerns, especially those involving personnel, legal action, land acquisition and development, finances, and programming, should confer directly with the General Manager.
- 7.4 When approached by CCSD personnel concerning specific CCSD policy, Directors should direct inquiries to the General Manager or, in their absence, to the District Clerk. The chain of command should be followed.
- 7.5 Directors and General Manager should develop a working relationship so that current issues, concerns and CCSD projects can be discussed comfortably and openly.
- 7.6 When responding to constituent request and concerns, Directors should respond to individuals in a positive manner and route their questions to the General Manager, or in their absence, to the District Clerk.
- 7.7 Directors are responsible for monitoring the CCSD's progress in attaining its goals and objectives, while pursuing its mission.

8. DIRECTOR COMPENSATION

8.1 ~~Effective July 1, 2009, each Director is authorized to receive seventy five dollars (\$75.00) as compensation for each meeting they attend that relates to CCSD business, including regular, adjourned or special meetings, standing or ad hoc committee meetings, including any days of travel for Board business, and excluding personal or impromptu meetings with a constituent(s). Directors shall receive compensation of seventy five dollars (\$75.00) for each authorized meeting of the Board attended by him/her, or for each day's service rendered as a Director and approved by the Board.~~

8.2 The following are authorized meetings for which a Director may be compensated:

(a) Regular Board meetings, Workshops, and Special Board meetings which are properly noticed and at which a quorum of the Board is in attendance.

(b) Special Board meeting standing committee meetings and Ad-Hoc committee meetings held by committees which are authorized by the Board, and at meeting frequencies that are approved by the Board.

(c) Advisory or Committee Body meetings attendance at the monthly meetings of the SLO County Special District Association.

(d) Training and Educational seminars, conferences or webinars Attendance at the meetings of other organizations, when such attendance is approved by a minute order of the Board at a Regular Board meeting.

(e) Negotiation Sessions Attendance at seminars, conferences, trainings, or other meetings or events, when such attendance is approved by a minute order of the Board at a Regular Board meeting.

(f) Depositions

(g) Meetings with District consultants, engineers, or other professionals for the purpose of conducting District business or potential business

(h) Any other activity the Board requests a member attend in advance of attendance

8.18.3 Director compensation shall not exceed six days of service in any calendar month.

8.28.4 In no event shall Director compensation exceed \$75 per day, or \$450 per month.

8.38.5 Each Board Member is entitled to reimbursement for their travel, meals and lodging, and other actual and necessary expenses incurred in the performance of the duties required or authorized by the Board, pursuant to Government Code Section 53232.2.

It is the policy of the CCSD to exercise prudence with respect to hotel/motel accommodations. It is also the policy of the CCSD for Board members and staff to stay at the main hotel/motel location of a conference, seminar, or class to gain maximum participation and advantage of interaction with others whenever possible.

9. COMMITTEES

9.1 (a) As is customary with Board meetings, all committees shall meet within the jurisdictional boundaries of CCSD except, as may be permitted by the Brown Act.

(b) Ad Hoc Committees

The Board shall appoint such ad hoc committees as may be deemed necessary or advisable. The duties of the ad hoc committee shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final

report has been made. Ad hoc committees shall meet on an as needed basis

9.2 Standing Committees

- (a) The Board may create standing committees at its discretion. Standing committees shall be advisory committees to the Board of Directors and shall not commit the CCSD to any policy, act or expenditure. Each standing committee may consider CCSD related issues, on a continuing basis, assigned to it by the Board of Directors. The Board of Directors shall appoint committee members.
- (b) All standing committees shall be conducted as public meetings in accordance with the Brown Act and Sections 2, 3 and 4 of these Bylaws. Summary notes for each meeting of each committee shall be forwarded to the Board of Directors as a public record.

10. CORRESPONDENCE DISTRIBUTION POLICY

Time permitting, the following letters and other documents shall be accumulated and electronically delivered to the Board of Directors and/or with the monthly agenda packet.

- 10.1 All letters approved by the Board of Directors and/or signed by the President on behalf of the CCSD; and
- 10.2 All letters and other documents received by the CCSD that are of CCSD-wide concern as determined by CCSD staff.
- 10.3 The CCSD General Manager shall establish a policy for receiving, processing and distribution of CCSD correspondence.

11. CONFLICTS OF INTEREST AND RELATED POLICY

State laws are in place, which attempt to eliminate any action by a Board Member or the CCSD that may reflect a conflict of interest. The purpose of such laws and regulations is to insure that all actions are taken in the public interest. Laws, which regulate conflicts, are very complicated. The following provides a brief policy summary of various conflict related laws. Directors are encouraged to consult with District Legal Counsel and/or the FPPC at (916) 322-5660, prior to the day of the meeting, if they have a question about a particular agenda item.

11.1 Conflict of Interest

Each Director is encouraged to review the CCSD Conflict Code on an annual basis. The general rule is that an official

may not participate in the making of a governmental decision if it is: (1) reasonably foreseeable that the decision will have a (2) material financial effect on the (3) official or a member of his or her immediate family or on an economic interest of the official, and (4) the effect is distinguishable from the effect on the public generally. Additionally, the FPPC regulations relating to interests in real property have recently been changed. If the real property in which the Director has an interest is located within 500 feet of the boundaries of the property affected by decision, that interest is deemed to be directly involved in the decision.

11.2 Interest in Contracts, Government Codes Section 1090
The prohibitions of Government Code Section 1090 provide that the Board of Directors may not contract with any business in which another Board member has financial interest.

11.3 Incompatible Office, Government Code Section 1099
The basic rule is that public policy requires that when the duties of two offices are repugnant or overlap so that their exercise may require contradictory or inconsistent action, to the detriment ~~to~~of the other public interest, their discharge by one person is incompatible with that interest and the first office is automatically vacated.

12. BOARD MEMBER VACANCY

The Community Services ~~District~~CCSD ~~l~~law specifically states in Government Code § 61042, subd. (c):

Any vacancy in the office of a member elected to the board of directors shall be filled pursuant to Section 1780.

Government Code §1780 states the options for filling a Board vacancy.

Should the board of directors choose to fill a vacancy by appointment (allowed by law) the following process in addition to the required actions may include:

12.1 Adopt a resolution calling for posting of Notice of Vacancy.

12.2 The notice is posted in compliance with Government Code §1780 which provides that the remaining board members may fill the vacancy by appointment and that a notice shall be posted at the three CCSD posting locations at least fifteen (15) days before the appointment is made.

12.3 The notice may be published in a newspaper of general circulation.

- 12.4 Within 30 days of vacancy notice and receipt of applications call a special meeting for applicant interview process.
- 12.5 The appointment ~~is to~~shall be made within 60 days ~~of effective resignation~~after either the date on which the board is notified of the vacancy or the effective date of the vacancy, whichever is later.
- 12.6 At next regular meeting hold nominations to fill the vacancy. The successful candidate will receive a motion, second and a two thirds majority of votes cast.
- 12.7 The appointee will take the Oath of Office and is encouraged to participate in timely orientation.

13. EVALUATIONS

The CCSD's General Manager and District Legal Counsel shall be evaluated annually.

14. CONTINUING EDUCATION AND ETHICS TRAINING

14.1 Members of the Board of Directors are encouraged to attend educational conferences or webinars and professional meetings when the purposes of such activities are to improve CCSD ~~operation~~operation. Subject to budgetary constraints, there is no limit as to the number of Directors attending a particular conference or seminar when it is determined by the Board ~~apparent~~ that their attendance is beneficial to the CCSD.

14.2 Pursuant to sections 53234 et seq. of the Government Code all Directors and designated District personnel shall receive at least 2 hours of ethics training every two years.

~~13.~~14.3 Each newly elected Board member and designated District personnel shall receive ethics training no later than one year from the first day of service with the District.

14.15. BOARD BYLAWBY-LAW REVIEW POLICY

Subject to 3.1 the Board ~~Bylaw~~By-law Policy shall be reviewed annually at the first regular meeting in ~~February~~January and amendments to the Bylaws shall be considered for adoption by the Board at the first Regular meeting in February. The review shall be provided by District Counsel and ~~implemented~~ratified by Board action.

15.16. RESTRICTIONS ON RULES

The rules contained herein are guidelines only and shall govern the Board in all cases to which they are applicable, and in which they are not inconsistent with State or Federal laws.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.D.**

FROM: Jerry Gruber, General Manager
Carlos Mendoza, Fiscalini Ranch Preserve Manager
Parks Recreation and Open Space Commission

Meeting Date: February 28, 2013 Subject: Consideration to Adopt Resolution 05-2013
Approving Revised Fiscalini Ranch Event
Policy and Resolution 06-2013 Revising CCSD
Fee Schedule to Establish an Application Fee
for Events at Fiscalini Ranch

RECOMMENDED ACTION:

Adopt Resolution 01-2013 approving revised Fiscalini Ranch Event Policy and revising CCSD Fee Schedule to establish an application fee for events at Fiscalini Ranch.

FISCAL IMPACT:

The CCSD will recover costs associated with staff time to review requests, meet with interested parties and issue a permit.

DISCUSSION: At the December 2012 Board Meeting, the CCSD Board of Directors approved the Fiscalini Ranch Event Policy. The Board directed staff to research the possibility of a fee to recover staff time for events on the Ranch.

At the January Friends of the Fiscalini Board Meeting, the FFRP Board supported the CCSD in charging a fee for such events and at the February 5, 2013 PROS meeting the Commission voted to support FFRP’s recommendation.

Staff is recommending a \$100 (one hundred dollar) application fee per event, based upon the estimated staff time required to process such applications. Staff and District Counsel have also reviewed the Fiscalini Ranch Management Plan and Conservation Easement, and the fee is consistent with those documents.

Attachments: Revised Fiscalini Ranch Event Policy
Resolution 05-2013
Resolution 06-2013

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ THOMPSON ___ BAHRINGER ___ CLIFT ___ RICE ___ ROBINETTE ___

RESOLUTION 05-2013
February 28, 2013

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
APPROVING THE FISCALINI RANCH EVENT POLICY

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

Approves the attached Fiscalini Ranch Event Policy, attached hereto as Exhibit A and incorporated herein by reference.

PASSED AND ADOPTED THIS 28th day of February 2013.

Michael Thompson
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

Kathy A. Choate
District Clerk

Timothy J. Carmel
District Counsel



CAMBRIA COMMUNITY SERVICES DISTRICT

PO Box 65 • Cambria CA 93428 • Telephone: (805) 927-6223 • Fax: (805) 927-5584

EVENT POLICY FOR FISCALINI RANCH PRESERVE

1. A request in writing must be received by the Ranch manager. The request must include the type of event, date or dates, number of participants and location where the event is being requested.
2. No vehicles, generators, amplified sound, fires, structures or tents, or receptions are allowed. Up to 25 (twenty-five) chairs will be allowed.
3. Participants will not exceed 50 (fifty). Over 25 (twenty-five) participants requires approval of Friends of the Fiscalini Ranch Preserve Board of Directors. The Board must have at least a 45-days advance notice. FFRP must notify the Ranch Manager within 30 days if approval is denied.
4. Set up can be no more than 2 hours before the event and must be removed within an hour following the event. Signs to the event site will only be allowed during the set up, event and must be removed within an hour after the event.
5. A certificate of insurance must be provided before approval is final. The insurance must be for \$1,000,000 in general liability and name the CCSD as additional insured.
6. The Ranch Manager will meet with the person(s) requesting approval to walk the approved site and outline the boundaries for the gathering. The site must be out of any environmentally sensitive areas.
7. A letter (permit) will be issued outlining the description of the event, the location and the rules.
8. FFRP would be notified of any Ranch Manager approved event, regardless of the number of participants.
9. FFRP and CCSD will meet at least annually to review this policy and its compliance with the terms of the Management Plan, Conservation Easement and protection of the Ranch's natural resources.
10. The Ranch Manager and a representative of FFRP will meet to designate areas suitable for public gatherings.
11. There is ~~no~~ a \$100 (one hundred) application fee for an event, ~~however~~ donations will also be accepted and are always welcomed.

RESOLUTION NO. 06-2013

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CAMBRIA COMMUNITY SERVICES DISTRICT ADOPTING A REVISED FEE
SCHEDULE TO INCLUDE AN APPLICATION FEE FOR EVENTS AT FISCALINI
RANCH**

WHEREAS, on August 23, 2012 the Board of directors adopted a new Fee Schedule for various services and facilities provided by the District; and

WHEREAS, the Board of Directors has determined that it is appropriate to adopt an application fee for events at Fiscalini Ranch in order to recover the cost of staff time needed to process such applications. .

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

1. The above recitals are true and correct, and are incorporated herein by this reference.
2. The revised Fee Schedule for Various Services and Facilities, attached hereto as Exhibit A and incorporated herein by this reference, is hereby adopted, adding a fee for processing applications for events at Fiscalini Ranch as set forth therein

The foregoing Resolution was PASSED and ADOPTED this 28th day of February 2013.

Ayes:

Noes:

Absent:

Abstain:

Michael Thompson,
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

Kathy A. Choate
District Clerk

Timothy J. Carmel
District Counsel

EXHIBIT "A"

Cambria Community Services District Fee Schedule

Type of Fee	Fee
CUSTOMER SERVICE CHARGES	
Account Start	\$38.50
Security Deposit for non-owner customers / or after disconnect	\$100
Returned Check	\$25 first time \$35 per each additional time
Late Fee – after 30 days <i>Fee can be waived once each calendar year at District's discretion.</i>	10% of delinquent amount with a \$10 minimum charge plus 0.5% of delinquent amount each additional month bill remains delinquent
48-Hour Notice fee	\$29.50
Service Disconnect / Reconnect Fee	\$140
Service Disconnect only	\$70
Service Reconnect only	\$70
Off Hours Reconnect	\$155
Meter Tampering	\$50 + actual cost
Payment Plan	Fee waived for first payment plan. Late Fee applies to second payment plan. <i>Maximum of 2 payment plans allowed per calendar year.</i>
Remodel Application Review Fee with Water Fixtures	Actual cost (including 10% admin overhead), \$250 <i>deposit required</i>
Remodel Application Review Fee without Water Fixtures	Actual cost (including 10% admin overhead), \$100 <i>deposit required</i>
Special Agreement Fee	Actual cost (including 10% admin overhead), <i>\$1,000 deposit required</i>
Application Fee to Place Banners or Decorations on Main Street Light Lamp Posts	\$50 Non-Refundable Fee
Other/Miscellaneous Services	The District reserves the authority to levy fees for other services not specified herein at a level not exceeding the District's costs for providing each service. Such fees will be based on District estimates for staff time and materials, including overhead and administration.
Application Fee for Events Using Fiscalini Ranch	\$100
GENERAL ADMINSTRATIVE CHARGES	
Photo-copying	\$0.20 per page for black & white copies plus any additional pass-through costs if applicable
Drawings & Maps	Actual costs with a minimum of \$2 per page
Audio, CD, or DVD	Actual cost (including any vendor costs, materials, staff time, 10% admin overhead, mailing costs, and any other related costs)
Custom Report / Data Queries	\$0.20 per page for black & white copies plus actual costs (including staff time and 10% administrative overhead)
Agenda Subscription (by Email)	\$36 annual
Agenda Subscription (by Postal Mail)	\$54 annual (including postage)

Type of Fee	Fee
WATER METER ALLOCATIONS	
Wait List Administration Fee	\$88 (includes 10% admin overhead)
Intent to Serve Letter (Good for 18 months)	Actual cost (including 10 % admin overhead), <i>\$900 deposit required</i>
Extension of Intent to Serve Letter	Actual cost (including 10 % admin overhead) with deposit required
Single Permit	<i>\$200 deposit required</i>
Permits for more than 3 EDUs	<i>\$400 deposit required</i>
Transfer of Meter/Position Location	Replaced with 2 separate fees (listed below)
Meter/Position Relocation: For parcels without an existing connection	Actual cost (including 10% admin overhead), <i>\$750 deposit required</i>
Active Service Transfer	Actual cost (including 10% admin overhead), <i>\$750 deposit required</i>
Special Project Agreement	Actual cost (including 10% admin overhead), <i>\$1,000 deposit required</i>
Fireflow Evaluation of Infrastructure	Actual cost (including 10% admin overhead), <i>\$200 deposit required</i>
Assignment of Position (Change of Owner)	Actual cost (including 10% admin overhead), <i>\$500 deposit required</i>
Assignment requiring Board Approval	Actual cost (including 10% admin overhead), <i>\$1,000 deposit required</i>
UTILITY SERVICE & WATER CONSERVATION	
Construction Damage	Actual cost (including 10% admin overhead)
Customer Service Call for Water Loss (formerly callout to private property leak)	No charge first call ; actual cost thereafter; After hours minimum 2 hours fully burdened overtime rate <i>No charge if meter is malfunctioning</i>
Water Connection Fee	\$3,255 per EDU
Sewer Connection Fee	\$2,170 per EDU
Engineering Plan Check	\$206 + actual costs over 2 hours (including 10% admin overhead)
New Construction Application Fee	\$55
New Construction Plan Review	\$110 + actual costs over 2 hours (including 10% admin overhead)
Remodel Application Fee	\$55
Remodel Plan Review	\$110 + actual costs over 2 hours (including 10% admin overhead)
Water & Sewer Impact Fee – New fixtures added to Existing Service	
Each Add'l Sink/Lavatory, Toilet, Urinal, or Clothes Washer	\$400
Each Add'l Shower or Bathtub	\$800
Each Add'l Bar or Laundry Sink	\$200
Meter Test <i>Fee waived if meter found defective</i>	Actual costs (including 10% admin overhead), <i>\$125 deposit required</i>
Meter Relocation	Actual costs (including 10% admin overhead), <i>\$100 deposit required</i>

Type of Fee	Fee
Water Conservation Fixture(s) Inspection(s): Applies to: New Construction, Retrofits, Resale Pre-Inspection, Remodels of greater than 20% of existing square footage, and Remodels of less than 20% of existing square footage	\$99.50 initial inspection, plus \$49.75 per reinspection if needed, plus additional actual costs
Sewer Wye Inspection	\$99.50 initial inspection, plus \$49.75 per reinspection if needed, plus additional actual costs
Sewer Lateral Agreement	Eliminate
Response to Private Sewer Spill	Eliminate
Pre-Treatment Inspection Related to SSMP	\$105 plus actual costs over 1 hour
EQUIPMENT RENTAL COSTS (EXCLUDES STAFF TIME)	
Backhoe	\$90 / hour
Portable Trailer Mounted Compressor	\$30 / hour
Service Truck	\$50 / hour
Dump Truck	\$70 / hour
Vactor Truck	\$100 / hour
Labor (each worker)	\$45 / hour
Other Equipment	Actual cost
FIRE DEPARTMENT	
Fireworks/Pyrotechnics Show Permit and Inspection	\$250 + actual costs over 2 hours
Tent Fire Permit and Inspection	\$150 + actual costs over 1 hour
Movie Set Fire Permit and Inspection	\$250 + actual costs over 2 hours
Plan Check w/Inspection and Fire Letter Residential New Construction Residential Remodel Commercial New Construction Commercial Remodel	\$350 + actual costs over 3 hours \$350 + actual costs over 3 hours \$450 + actual costs over 4 hours \$350 + actual costs over 3 hours
Fire Alarm Plan Check & Inspection	\$350 + actual costs over 3 hours
On-site Hydrant(s) Inspections(s)	\$300 + actual cost over 2.5 hours
Sprinkler System	\$250 standard + actual costs over 2 hours + if required, \$100 for bucket flow test + if required, \$100 for underground inspection + if required, \$100 for line test
Hydrant / Fire Flow Calculations	\$175 + actual cost over 1.5 hours
Administration of Fire Hazard Fuel Reduction Order	\$200 + contractor cost pass through
Incident Report	\$0.20 per page for black & white copies
Fire Investigation Report	\$0.20 per page for black & white copies
Fire Service Vehicle Reimbursement Rates for Mutual Aid Calls	
Fire Engine Type I (1,500 gpm)	\$90 per hour
Fire Engine Type II	\$56 per hour
Rescue Vehicle	\$56 per hour
Command Vehicle	\$56 per hour
Utility Vehicle	\$56 per hour
Water Tender CAF (Compressed Air Foam) (500 gpm)	\$70 per day
Vehicle Mileage	Per IRS allowance
Personnel Costs	Actual cost

EXHIBIT "A"

VETERAN'S MEMORIAL HALL RENTALS

		Community Groups & Civic Organizations		For Profit Entities & Private Events	
SECURITY/CLEANING DEPOSIT					
Partial Facility Use:					
Class I & II		\$50		\$100	
Class III		\$50		\$400	
Full Facility Use:					
Class I & II		\$250		\$250	
Class III		\$250		\$1,000	
Events with alcohol		\$500			
Class IV Events		n/a		\$1,500	
CLASS I - III FEES					
Main Hall & Full Facility		<u>Main Hall</u>	<u>Full Facility</u>	<u>Main Hall</u>	<u>Full Facility</u>
Class I	Per hour	\$20	n/a	\$50	\$80
	Half Day (4 Hours)	n/a	n/a	\$150	\$250
	Full Day (8 Hours)	n/a	n/a	\$300	\$500
Class II	Per hour	\$25	n/a	\$70	\$100
	Half Day (4 Hours)	n/a	n/a	\$200	\$300
	Full Day (8 Hours)	n/a	n/a	\$400	\$600
Class III	Half Day (4 Hours)	\$30	n/a	\$300	\$600
	Full Day (8 Hours)	n/a	n/a	\$500	\$1,000
	Each Add'l Hour	n/a	n/a	\$60	\$120
Overnight Add-On Fee		n/a		\$50	
Dining Room with Deck					
	Per hour	\$12		\$35	
	Half Day (4 Hours)	n/a		\$90	
	Full Day (8 Hours)	n/a		\$180	
Kitchen (Add-On Fee)					
<i>Only rented as an add-on to rental of Main Hall or Dining Room</i>					
	1 hour	\$6		\$30	
	Each Add'l Hour	\$6		\$15	
BBQ Pit					
	Per hour	\$6			
	Half Day (4 Hours)	n/a		\$60	
	3/4 Day (6 Hours)	n/a		\$80	
	Full Day (8 Hours)	n/a		\$100	
Parking Lot Only (Includes Restrooms)					
	Per hour	\$9		n/a	
	Half Day (4 Hours)	n/a		\$200	
	Each Add'l Hour	n/a		\$50	
CLASS IV FEES		<u>Parking Lot Only</u>	<u>Full Facility</u>	<u>Parking Lot Only</u>	<u>Full Facility</u>
	Half Day	n/a	n/a	\$800	\$1,200
	All Day	n/a	n/a	\$1,500	\$2,000
STAFFING	n/a for community and civic groups			\$40 per hour per staff member, 2 hour minimum	
<i>Onsite District staff may be required for profit and private events, at the discretion of the General Manager or his/her designee.</i>					
Class I—Low or Minimum Impact (Events up to 35 people, includes passive uses, such as group meetings or exercise classes.)					
Class II—Medium Impact (Events with more than 35 people but less than 100, or where equipment or materials, supplies, or displays are brought in, such as woodcarving or art instruction, educational seminars, health fairs, craft shows, holiday benefits, and events with similar impact.)					
Class III—Moderate to Higher Impact (Events from 100 up to 500 people, events where alcohol liability is required, dances, large exhibits, and other events with similar impact.)					
Class IV—High Impact (Events with attendance by over 500 people)					
<i>Community groups and civic organizations and Veterans Organizations may receive a fee reduction as determined by the General Manager.</i>					

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.E.**

FROM: Jerry Gruber General Manager
Justine Harris Conf. Admin Asst

Meeting Date: February 28, 2013

Subject: Discussion and Consideration to
Approve Resolution 04-2013
Declaring Vehicles and
Equipment Surplus and
Authorizing the General Manager
to Sell Them

RECOMMENDATIONS:

Adopt Resolution 04-2013 declaring certain vehicles, and equipment surplus and authorizing the General Manager to sell them

FISCAL IMPACT:

It is anticipated that each vehicle will sell for approximately \$500 per vehicle. This would equal an approximate total of \$3,500.00.

An expense of \$240 for the advertisement of these vehicles would reduce the revenue to \$3260.

DISCUSSION:

The CCSD has a number of vehicles and a trailer that are surplus and not longer of use, which are listed in the attached Exhibit A to Resolution 04-2013. . It is expected that due to their age and condition they will only be worth approximately \$500 per vehicle. District Counsel has advised that Government Code Section 61060(d) provides community service districts with the authority to dispose of its personal property. Accordingly, staff is recommending that the Board of Directors declare these vehicles to be surplus, and authorize the General Manager to sell them.

Staff also recommends that no CCSD staff members or their families be allowed to bid or purchase any of these vehicles or equipment in order to avoid any appearance of impropriety.

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ THOMPSON ___ BAHRINGER ___ CLIFT ___ ROBINETTE ___ RICE ___

RESOLUTION NO. 04-2013
February 28, 2013

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
DECLARING VEHICLES AND EQUIPMENT
SURPLUS AND AUTHORIZING THE
GENERAL MANAGER TO SELL THEM

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

1. The vehicles and equipment listed in Exhibit "A", attached hereto and incorporated herein, are hereby declared to be surplus property.
2. The General Manager is hereby authorized to sell the vehicles and equipment listed in Exhibit "A". CCSD staff members or their families shall not bid or purchase any of the vehicles or equipment.

PASSED AND ADOPTED THIS 28th day of February, 2013.

Michael Thompson, President
Board of Directors

APPROVED AS TO FORM:

Timothy J. Carmel
District Counsel

ATTEST:

Kathy A. Choate
District Clerk

Exhibit A to Resoluton 04-2013

Liquidation of Vehicle Inventory

Year	Make	Model	Mileage	Condition	Value	Department	VIN #
1995	Ford	F-15 XL	174,417	NON-OP	499	F & R	1FTEF15H2LB54638
1990	Chevy	Cheyenne	50,530	NON-OP	499	F & R	1GCDC14Z7LE242119
2002	Toyota	Prius	46,699	Total	1,800	ADMIN	JT2BK18U420065316
2000	Ford	F-250	135,191	Good	2,800	WATER	1FTNF20L2YEB44691
1990	Chevy	1500	82,106	Bad	1,000	WASTE W	1GCDC14Z6LE224310
Snake	Trailer	?	?	Bad	499	WASTE W	(EQUIPMENT)
2002	Ford	Think	?	?	1,500	WASTE W	1FABP225420103083

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors
FROM: Jerry Gruber, General Manager
Bob Gresens, District Engineer

AGENDA NO. **9.A.**

Meeting Date: February 28, 2013 Subject: Discussion and Consideration to Approve the Water Use Efficiency Plan Utilizing t Alternative Program B and Provide Staff Direction Regarding Implementation of the Plan

RECOMMENDED ACTION:

It is recommended that the Board approve the Water Use Efficiency Plan prepared by Maddaus Water Management utilizing Alternative Program B, and provide staff direction regarding implementation of the Plan.

FISCAL IMPACT:

The consulting work by Maddaus Water Management (MWM) was authorized at \$69,000 during the June 28, 2012 regular Board meeting. An increase not to exceed \$15,000 was subsequently authorized by the General Manager for additional meetings and more detailed computer modeling, which were not part of the original estimate.

The Water Use Efficiency Plan estimates the costs for three programs (“Alternative Programs” A, B and C) with various measures to enhance water use efficiency (previously referenced as *water conservation*). Because the work by MWM does not cover funding of the Programs, and comments were received on funding during the recent February 12, 2013 Special Board meeting, the following provides a brief description of program funding.

Since about the early 1990s, the district has used a points-bank system to track and account for water conservation. This system equates the demand for a proposed development to a points value, which must be offset by either the purchase of an equivalent number of points accumulated from conservation measures installed by existing customers, or by actually performing conservation measures within the district’s water service area. Thus, the points fees charged new development essentially fund the points-bank and act as points-bank withdrawals. Funds from the sale of conservation points are used to fund incentives for existing customers to install more water efficient fixtures and appliances. The savings from the completion of conservation measures are converted to points and serve as deposits into the conservation points-bank.

The estimated costs for the three Water Use Efficiency Plan Alternative Programs developed by MWM are summarized below.

Program	Acre-feet/yr saved by 2020	Annual Program Cost	CCSD Cost per acre-ft saved
A	26.16	\$142,265	\$1,296
B	71.26	\$302,323	\$1,392
C	98.72	\$379,561	\$1,440

The annual costs shown above would also be subject to the level of proposed new development and the offsetting conservation measures occurring each year. For modeling purposes, MWM used a one-percent annual growth rate, which assumed there would be enough conservation occurring each year to offset the associated demand. Today's meeting will include a presentation, which will further elaborate on the estimated costs for the three WaterUse Efficiency Plan Alternative Programs that have been modeled by MWM.

DISCUSSION:

On June 28, 2012 the District approved a consulting services agreement with Maddaus Water Management to further refine and update the District's existing water conservation program. On October 9, 2012, a public workshop was held with MWM to solicit public input for the conservation plan update. MWM then completed gathering and analyzing a significant amount of data, completed a very detailed model on various water conservation programs, developed estimates on the volume of water that could be created by each conservation program along with associated cost estimates, and completed a public review draft report. Initial findings from the draft report were presented as part of the regular January 17, 2013 Board meeting, which included Board direction to complete the public review draft based on Alternative Program B. Several meetings with the water conservation ad-hoc committee followed, with a public review draft being released on February 8, 2013. A special Board meeting was held on February 12, 2013, which included a summary presentation of the public review draft by MWM, while also receiving further public input.

At this time the Board of Directors is being asked to approve the Water Use Efficiency Plan prepared by Maddaus Water Management utilizing Alternative Program B, and provide staff direction regarding implementation of the Plan. In this regard it is anticipated that some aspects of the Water Use Efficiency Plan will be implemented administratively, while others will require amendments to the CCSD Code. The Code currently has extensive provisions relating to water conservation (reference Chapters 4.16 and 4.20) that will need to be analyzed and amended. In addition, appropriate amendments to Chapter 8.04, which regulates water and sewer allocations in light of the declared Water Shortage Emergency, will also need to be developed. Assuming Alternative Program B is followed, the modeling work by MWM estimated approximately 71 acre-feet of water could be conserved per year by 2020, which is a savings of about 10%. The district's current year 2020 goal is a 5% savings. Today's meeting will include a brief presentation on the final report being considered for adoption. Once the Board selects the Program to be used, staff will work with MWM and District Counsel to take steps necessary to develop the mechanics for its implementation.

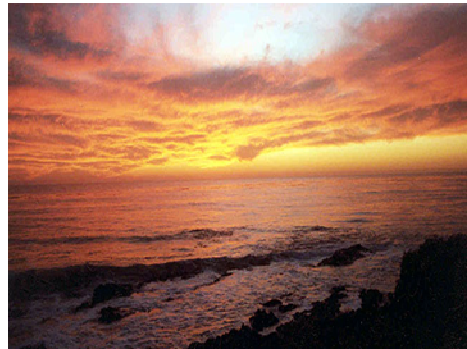
Attachments: Proposed Water Use Efficiency Plan

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ THOMPSON ___ BHRINGER ___ CLIFT ___ RICE ___ ROBINETTE ___



Cambria Community Services District



DRAFT FINAL Water Use Efficiency Plan

February 21, 2013





MADDAUS WATER MANAGEMENT INC.

February 21, 2013

Mr. Robert C. Gresens, P.E.
District Engineer
Cambria Community Services District
300 N. Coast Highway
Cambria CSD, CA 92054

Subject: DRAFT FINAL WATER USE EFFICIENCY PLAN

Dear Mr. Gresens,

Enclosed for Board adoption is the Draft Final Water Use Efficiency Plan for the Cambria Community Services District. We have incorporated all your requested conservation measures and evaluated packages of measures. The plan includes recommended Program B for implementation as directed by the CCSD Board on January 17, 2013.

Thank you for your time and dedication to this project. We have enjoyed working with you.

Sincerely,

Lisa Maddaus, Project Manager
Bill Maddaus, Principal
Maddaus Water Management

TABLE OF CONTENTS

1. EXECUTIVE SUMMARY.....	5
2. INTRODUCTION	8
2.1 Overview of Cambria CSD Water System	8
2.2 Purpose and Scope of Plan	8
2.3 Plan Development.....	9
3. ANALYSIS OF HISTORICAL WATER DEMAND	11
3.1 Production versus Consumption.....	11
3.2 Consumption by User Category	11
3.3 Analysis of Single Family Home Users	17
3.4 Analysis of Commercial Users.....	18
4. WATER DEMANDS WITH AND WITHOUT PLUMBING CODE	19
4.1 Future Population Projections	19
4.2 Key Assumptions for the DSS Model	21
4.3 Water Demand Projections With and Without the Plumbing Code.....	22
5. CURRENT WATER CONSERVATION PROGRAM.....	26
5.1 Description of Current Programs.....	26
5.2 Cambria Community Services District Water Billing Structure.....	29
6. ALTERNATIVE WATER CONSERVATION MEASURES	31
6.1 Water Use Efficiency Planning Goals and Approach.....	31
6.2 Potential New Conservation Measures	31
6.3 Screening of Conservation Measures	32
7. COMPARISON OF INDIVIDUAL CONSERVATION MEASURES.....	34
7.1 Conservation Measures Evaluated	34
7.2 Perspectives on Benefits and Costs	38
7.3 Present Value Parameters	38
7.4 Assumptions about Measure Costs	39
7.5 Assumptions about Measure Savings	39
7.6 Assumptions about Avoided Costs	39
7.7 Measure Assumptions including Unit Costs, Water Savings, and Market Penetrations	39
7.8 Comparison of Individual Measures	40
8. RESULTS OF CONSERVATION PROGRAM EVALUATION	43
8.1 Selection of Measures for Programs.....	43
8.2 Menu of Water Use Efficiency Alternative Programs (Programs A to C).....	43
9. RECOMMENDED PLAN	49
9.1 Selection Criteria and Process	49
9.2 Description of Recommended Plan	49
9.3 Projected Water Savings of Plan.....	50

9.6 Estimated Implementation Budget.....	50
9.7 Monitoring Progress	50
9.8 Challenges Ahead and Recommended Next Steps.....	50
10. REFERENCES	52

FIGURES:

<i>Figure 3-1: Water Production and Consumption</i>	<i>12</i>
<i>Figure 3-2: Annual Consumption by User Category</i>	<i>12</i>
<i>Figure 3-3: Single Family Residential Water Use: Indoor vs. Outdoor</i>	<i>13</i>
<i>Figure 3-4: Single Family Consumption per Account per Day</i>	<i>14</i>
<i>Figure 3-5: Multifamily (2 or more units) Consumption per Account per Day.....</i>	<i>15</i>
<i>Figure 3-6: Commercial Consumption per Account per Day</i>	<i>15</i>
<i>Figure 3-7: Other Consumption per Account per Day</i>	<i>16</i>
<i>Figure 4-1: Assumed Population Projections</i>	<i>20</i>
<i>Figure 4-2: DSS Model Overview Used to make Potable Water Demand Projections</i>	<i>24</i>
<i>Figure 4-3: Water Demand Projections.....</i>	<i>25</i>
<i>Figure 8-1: Water Demand Projections with Water Use Efficiency Program Savings</i>	<i>45</i>
<i>Figure 8-2: Projected Per Capita Residential Indoor Use Reduction with Estimated Conservation Savings46</i>	
<i>Figure 8-3: Present Value of Utility Costs vs. Water Saved in 2020</i>	<i>47</i>

TABLES:

<i>Table 1-1: Elements of Selected Water Use Efficiency Program</i>	<i>5</i>
<i>Table 3-1: Age of Housing from Census for the Cambria Region.....</i>	<i>17</i>
<i>Table 4-1: Planned Growth</i>	<i>20</i>
<i>Table 4-2: List of Key Assumptions.....</i>	<i>21</i>
<i>Table 4-3: Cal Green Plumbing Code Requirements</i>	<i>23</i>
<i>Table 4-4: Water Demand Projections.....</i>	<i>25</i>
<i>Table 7-1: Measure Descriptions</i>	<i>35</i>
<i>Table 7-2: Estimated Conservation Measure Costs and Savings</i>	<i>42</i>
<i>Table 8-1: Long Term Conservation Program Projected Water Savings.....</i>	<i>45</i>
<i>Table 8-2: Projected Per Capita Residential Indoor Use Reduction with Estimated Conservation Savings 46</i>	
<i>Table 8-3: Comparison of Program Estimated Costs and Water Savings in 2020</i>	<i>48</i>

Cover Photo Credits: Cambria CSD website and Nancy McKarney, <http://www.mckarney.com/>

1. EXECUTIVE SUMMARY

The purpose of the Executive Summary is to briefly describe the Cambria Community Services District Water Use Efficiency Plan (Plan). The evaluation process and assumptions used to develop this Plan and recommendations for future implementation are included in the full report.

The Cambria Community Services District (Cambria CSD) has a current water conservation program. This report illustrates that expanding existing efforts in the most feasible and more cost-effective way will help meet future water needs and meet state mandated per capita reduction targets according to the 2009 Water Conservation Act (SBx7-7 law).

The process used to develop the plan included analyzing conservation measures and programs using the Least Cost Planning Water Demand Management Decision Support System Model (DSS Model). The evaluation includes measures directed at existing accounts as well as new development measures to help ensure new residential and business customers are more water efficient. Three programs were developed to evaluate the net effect of running multiple measures together over time. From this analysis, a recommended conservation program was selected by the Cambria CSD Board of Directors in January 2013 to be in concert with the Cambria CSD's goals.

The Cambria CSD selected a plan comprised of aggressive water conservation. The elements of the plan are highlighted in Table 1-1.

Table 1-1: Elements of Selected Water Use Efficiency Program

Elements of Conservation Program B (The Recommended Plan)		
Cambria CSD		
General Measures	Residential Measures	Commercial Measures
Public Information	High Efficiency Toilets Rebates*	Large Meter Replacement and Leak Monitoring*
Water Loss (NRW) Control Program	Clothes Washer Rebates	Clothes Washer Rebates
Automated Meter Reading Conservation Benefits (AMR)*	Water Use Efficiency Surveys	Water Use Efficiency Surveys
Conservation Pricing Update*	Showerhead Giveaway*	High Efficiency Urinal Rebates
Prohibit Water Waste and Practices (Ordinance)*	Require Fixture Replacement by a Deadline*	Require Fixture Replacement by a Deadline*
	Require Irrigation and Landscape Upgrades	Require Irrigation and Landscape Upgrades
	Distribute Hot Water Recirculation Pumps*	

* Denotes Continue and/or Expand Current Measure

The benefits of the Plan are as follows:

- Further the Cambria CSD UWMP-adopted 2020 goal of reducing per capita water use by 5 percent, which is also a State mandated requirement.
- Helps the Cambria CSD become more sustainable within its existing water supply.
- Is environmentally beneficial.

- Provides water to potentially serve a limited number of new connections while the Cambria CSD pursues a long-term supply project.
- Certain program costs could be offset by proposed development purchases of retrofit points, which would help fund demand offset measures without impacting existing rate payers.
- Based on the implementation of conservation Program B, approximately 70 acre-feet of water per year could be saved by 2020, surpassing the Cambria CSD's existing five-percent reduction goal by an additional five percent
- Meets the intent of the North Coast Area Plan, Cambria communitywide condition (4.B), which essentially requires the demand from all future water connections to be offset by conservation, absent of a new water supply project.
- May facilitate future discussions regarding Cambria's water supply Level of Severity ranking within the County's Biennial Resource Management System report, which is used to support the County's growth management decision making process.

Successful implementation of the Plan will require a significant increase in level of effort on the part of the Cambria CSD. Many new conservation measures will be employed and high participation rates are needed to achieve selected Plan goals. Recommendations to assist with implementation include the following next steps:

- Budget \$300,000 per year to cover the cost of implementing this plan.
- Recover the costs by modifying the existing retrofit points-bank system as needed, or increasing connection fees for new water meters to pay for the plan.
- Prioritize measures for implementation with those that contribute the most to meeting water saving targets given highest priority for implementation.
- Consider working with the largest water using customers to try to reduce water use as described in Section 3.
- Develop an Implementation Plan that describes exactly how the plan measures will be implemented.
- Prepare an annual work plan for each plan year as soon as budget is adopted (or in concert with budget planning process).
- Update codes and ordinances, as necessary.
- Form partnerships and apply for grants where appropriate.
- Contract services if needed to gain enough staff support to administer or accelerate implementation of the new program.
- Maintain the Cambria CSD Staff Conservation Working Group to guide the implementation.
- Review and use tools to track water use by customer class and overall water use reductions adjusted for the weather and external factors.
- Set up a database to store and manage measure participation, cost and other data to gauge successes and failures.

- Use the tools annually to help decide on priorities for the next plan year.
- Use the DSS Model to annually update the plan including actual measure participation, projected water savings and expected per capita water use reductions to ensure plan is on track to meet 2020 targets.
- Use the input from the Cambria CSD Staff Working Group and annual work planning process as the forum to amend the plan, budgets, staffing, contracting, schedule, etc. to stay on track.

2. INTRODUCTION

This section provides an overview of the issues facing the Cambria Community Services District water system, describes the purpose and scope of the Plan, and provides a project history of the steps used to complete the plan.

2.1 Overview of Cambria CSD Water System

The town of Cambria resides on the beautiful central coast region of California, north of Morro Bay and south of San Simeon and Big Sur. Like many coastal communities, Cambria has limited water supplies and relies on local groundwater aquifers of the San Simeon and Santa Rosa Creek basins. The Cambria Community Services District (Cambria CSD) serves an area of four square miles divided into eight pressure zones. Cambria CSD operates and maintains four groundwater production wells, three distribution system pumping stations and four water tanks that served 4,168 service connections in 2012.

2.2 Purpose and Scope of Plan

The purpose of this project is to evaluate water conservation demand management alternatives, general and type of customer (single family, multifamily, commercial, etc.) specific conservation programs, and other water efficiency measures suggested by the Cambria Community Services District, and Maddaus Water Management (MWM). These conservation measures were evaluated in terms of their potential water savings, estimated costs, and cost-effectiveness from various perspectives, their acceptability, and their feasibility to be implemented. Working with the Cambria CSD staff, the best measures have been incorporated into a Plan designed to cover the period through 2020.

Objective of Plan

Cambria CSD's stated objective is to develop a Water Use Efficiency Plan to attain the water efficiency goals in a cost-effective manner that is feasible to implement by Cambria CSD staff. Key components of the plan include:

- Reduce water production (or create new water supply) by 10 percent by 2020, (predicated on the adoption of conservation Program B, which is further described in Section 8).
- Identify the best method of achieving those savings and the timing of achieving those savings; and
- Further augment the Cambria CSD's adopted long-term conservation goal for complying with Water Conservation Act of 2009, Senate Bill (SB) X7-7 and meeting per capita use targets by 2020.

Conservation Savings Goals

The Cambria CSD is committed to expanding upon its water demand reduction program as feasible measures are identified and funded. . Based on the adoption of conservation Program B (see Section 8), the future goal would be to reduce water demand by 70 acre-feet per year by 2020.

Structure and Basis of Existing Cambria CSD Water Use Efficiency Program

The Cambria CSD has been a member of the California Urban Water Conservation Program (CUWCC) since 2005. Cambria CSD continues to offer conservation programs, such as rebates and plumbing retrofit kits. An emphasis on residential indoor water use is important given 77% percent of water demand goes to indoor uses. With the mild coastal climate, minimal water use goes to irrigating landscapes.

Over the past 20 years, a retrofit points-based rebate program has evolved, which has since been made part of the CCSO Municipal Code. This system essentially applies points to various rebates, which have been offered to the Cambria CSD's customers, including such measures as water efficient toilets, water efficient showerheads, high efficiency clothes washers, and hot water circulating pumps. Other related Cambria CSD Code sections include requiring the installation of water efficient fixtures upon resale, changes in use and during certain remodels. New connections are required to either pay for conservation retrofit points that offset new project demands, or conduct an equivalent level of conservation measures within the service area.

Besides the existing rebates, the Cambria CSD also replaced all of its residential meters during 2005-2006. The actual voluntary and required measures (e.g., resale) adopted by Cambria CSD customers determines how much water is being saved by the current program. Expanding the conservation efforts will require that the Cambria CSD be more proactive in marketing and educating customers as to the benefits of installing water efficient devices and changing water use habits. Given the current recommended Plan is more comprehensive and aggressive than the existing program, Cambria CSD will need to step up and provide additional funding and staffing support to administer and fund these programs.

2.3 Plan Development

The Cambria CSD Water Use Efficiency Plan Project was conducted over a 7 month period. Below is an outline of the Plan Development process used to arrive at the most appropriate plan for the Cambria CSD, as highlighted below in the following project timeline:

Project Timeline:

June 29, 2012

- Maddaus Water Management (MWM) selected to prepare Conservation Plan.

July-August 2012

- Data Collection and Analysis

October 9, 2012

- Held a public workshop for input into the planning effort including request input for additional ideas for new and innovative conservation measures.

October-December 2012

- Prepare Conservation Decision Support System Least Cost Planning Model (DSS Model) and Draft Plan

January 17, 2013

- Held a CSD Board Meeting to review modeling results and select recommended program.

February 12, 2013

- Held a Public Workshop on the Draft Plan

February 28, 2013

- Complete Draft Plan for Adoption by CSD Board

In summary, the Water Use Efficiency Plan has been a thorough process that adapted to the Cambria CSD's requests based on the direction of the Board's Water Conservation Ad-Hoc Committee, Cambria CSD General Manager and staff, state laws, rates, rebate funding available from Cambria CSD, and to allow the plan to be well coordinated with the San Luis Obispo County "Cambria and San Simeon Community Plans of the North Coast," 2006 (since incorporated into the San Luis Obispo County Local Coastal Program, also known as the North Coast Area Plan).

3. ANALYSIS OF HISTORICAL WATER DEMAND

The Cambria CSD's water use patterns were analyzed based on water production and consumption data provided by Cambria CSD staff. Total system water loss was examined. Twelve years of monthly water use data was analyzed (years 1999 to 2011) to derive average per account per day water use. Data from each customer category was analyzed separately. Based on the Cambria CSD's water billing system data, residential water use was broken down into single-family and multi-family categories. Historical data was segregated into indoor and outdoor water use by customer type using the monthly billing data. These values were compared with other sources of municipal water use data applicable to the area. Other non-residential categories of use were analyzed separately, such as commercial lodging and more general commercial customer use. Average daily commercial/industrial and public water use was expressed on a gallons per account or gallons per employee basis.

3.1 Production versus Consumption

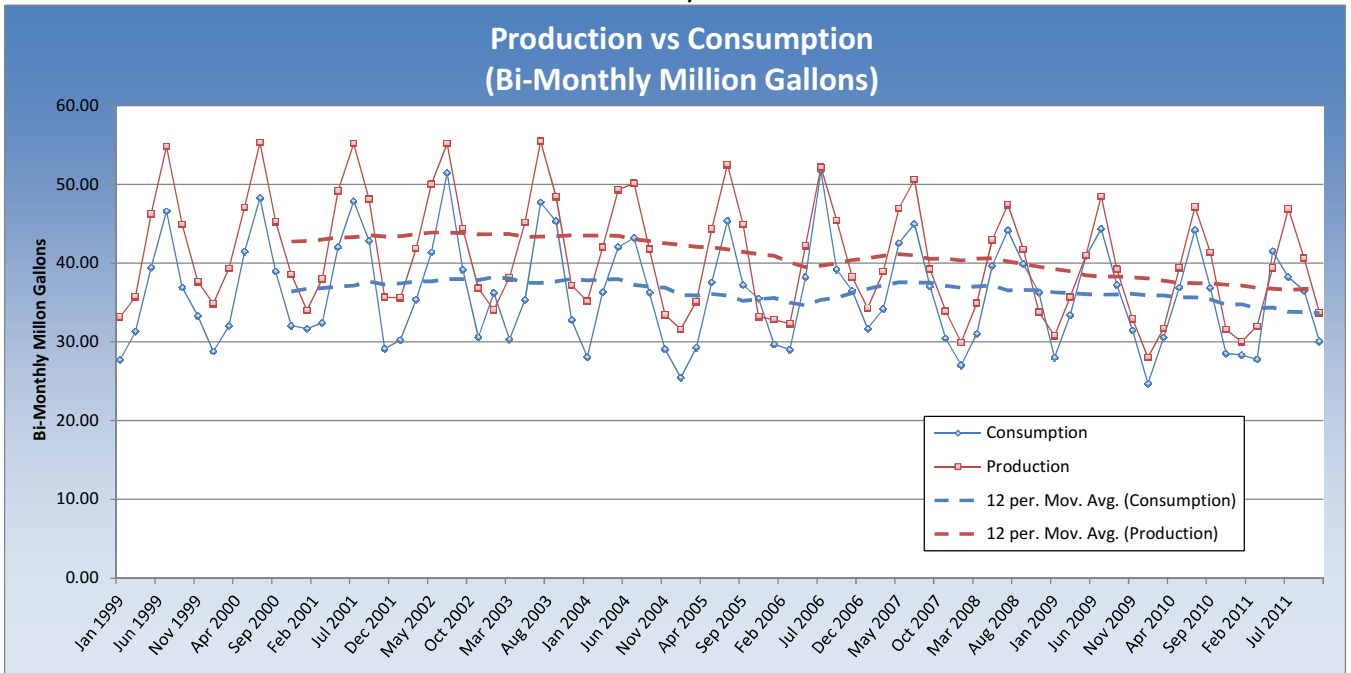
Water production data for the Cambria CSD was analyzed on a monthly basis for the period January 1999 to December 2011. Shown in Figure 3-1 is the total production versus total consumption for the Cambria CSD. Well production data was measured using wellhead meters. Water consumption data was measured at the customer meters. Both series display values for two months. Monthly values would be half those shown. As shown in the figure, the Cambria CSD does not experience significant losses of water in its system between the sources and the customer.

The difference between the amount of water produced and the amount of water billed is termed the non-revenue water. The Cambria CSD reports that the percentage of water losses of system input volume is currently less than 8 percent. This is lower than common goals for typical pressurized potable water systems to have total water losses less than 10 percent of system input volume.

3.2 Consumption by User Category

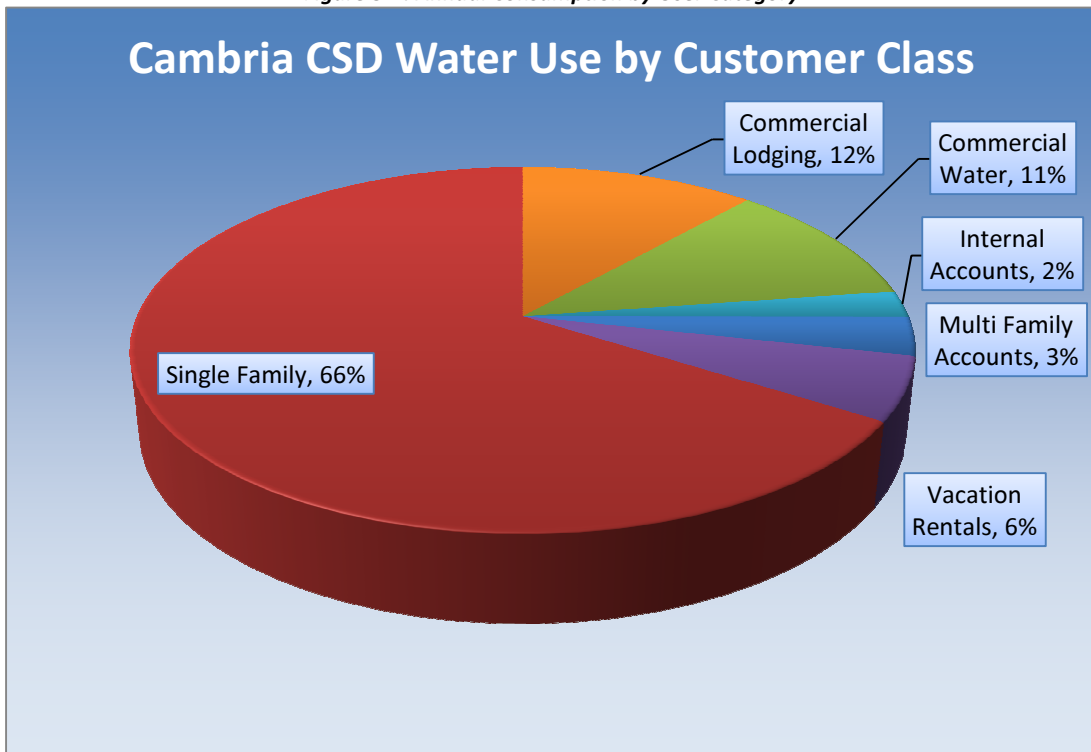
The Cambria CSD has several different types of water users identified within its billing system. The various user categories in the Cambria CSD may be generally classified as single family residential, vacation rentals, multifamily residential, commercial lodging, commercial (including schools and the State Parks campground), and other internal CSD accounts. The Cambria CSD is a mostly residential community, with some light commercial uses. Therefore, the largest category of users of water in the Cambria CSD is the single family residential users that consume more than 66% of the water sold. Shown in Figure 3-2 is the annual consumption of the various user categories, based on the calendar year the average of 2006-2008 water use data from the Cambria CSD. Total average consumption was approximately 0.61 Million Gallons per Day (MGD) over the period (pre-recession). The Coastal Commission has mandated that at least 20% of Cambria's water service has to go to visitor serving uses. From Figure 3-2 Commercial and Commercial Lodging comprise 23% of billed consumption, not including the 6% shown for registered vacation rental homes.

Figure 3-1: Water Production and Consumption



Note: Moving average shown in the above graph are from the proceeding 12 bi-monthly billing periods.

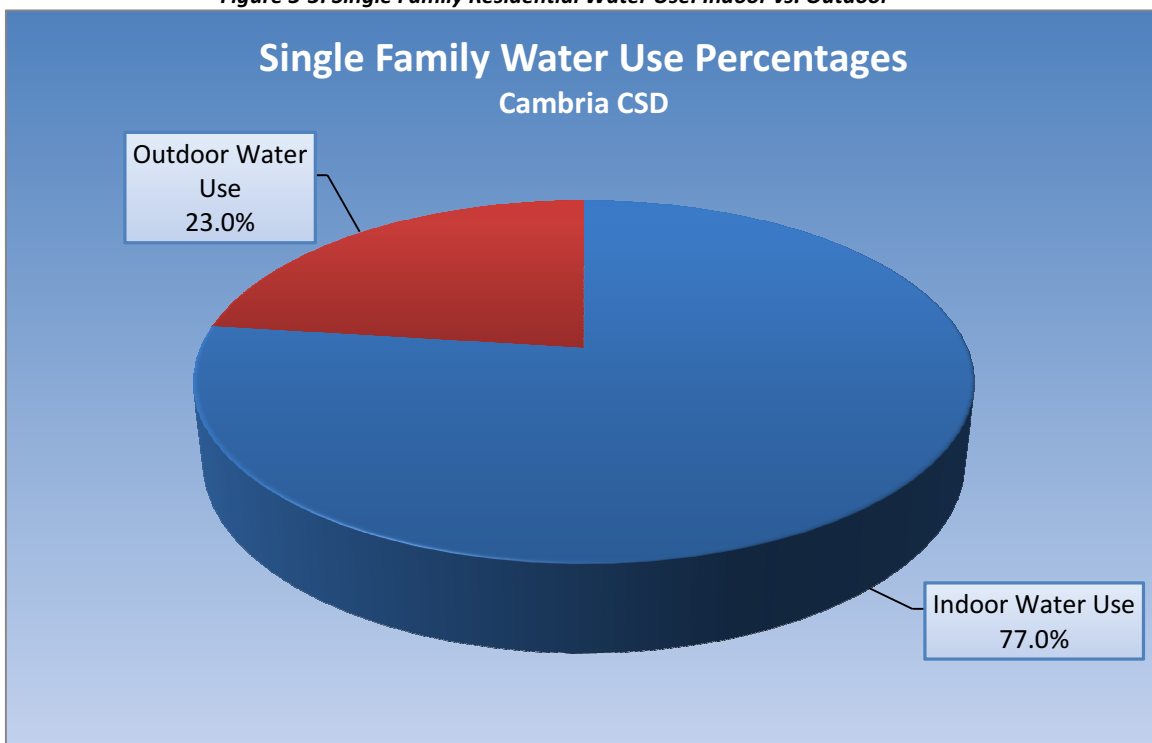
Figure 3-2: Annual Consumption by User Category



Residential use is 75 percent of the total (including vacation rentals), which is typical of a community without significant commercial, governmental or industrial uses. Since single family residential uses formed the major portion of the Cambria CSD's water use (66%), it was analyzed further. Shown in Figure 3-3 is the breakdown of single family residential use as indoor and outdoor based on the assumption that indoor use is approximately equal to the minimum use in the winter. The average of the years 1999-2008 was selected for this profile.

The goal of the analysis by customer sector, shown in Figures 3-2, and the breakdown of indoor and outdoor water use, shown in Figure 3-3, was provided to help the water conservation planning staff to design conservation programs and community outreach messages to obtain the highest water savings. As seen in Figure 3-3, 77 percent of the average single family water use is indoors.

Figure 3-3: Single Family Residential Water Use: Indoor vs. Outdoor



The four charts that follow show the average monthly usage per account per day for the four primary types of customers. All categories exhibit a modest seasonal pattern where water use is higher in the summer.

Several observations can be made when looking at Figures 3-4 through 3-7 as follows:

- Drought restrictions were in effect in 2004. Therefore, some of the decrease in water use is not actually a true long term reduction in water use, but only a reflection of the drought restrictions.
- Residential growth has essentially stopped due to the moratorium. During the moratorium, single family per account water use had a slight decline in average daily water use per account. This indicates

that existing homes are upgrading their appliance and plumbing fixtures, the new meters installed in 2005-06 may be incentivizing faster change-outs and/or behavioral changes in usage patterns. The vacancy rate of homes has been relatively stable at approximately 25% for the several past decades based on past US Census data, except for a rise to approximately 32% during 2010, which may reflect impacts from the recession.

- Multi-family water uses has a slight downward trend that suggests that accounts have become more efficient over time and/or conservation programs are driving lower per account use. This assumes occupancy rates have been relatively stable.
- Commercial water use has a downward trend also suggesting improvements in efficiency and also recent effects of the economic recession (e.g., lower occupancy rates equate to lower commercial demand from restaurants, etc.)
- Demand reductions in the most recent years (2009-2011) are also due to the current economic conditions.

Figure 3-4: Single Family Consumption per Account per Day

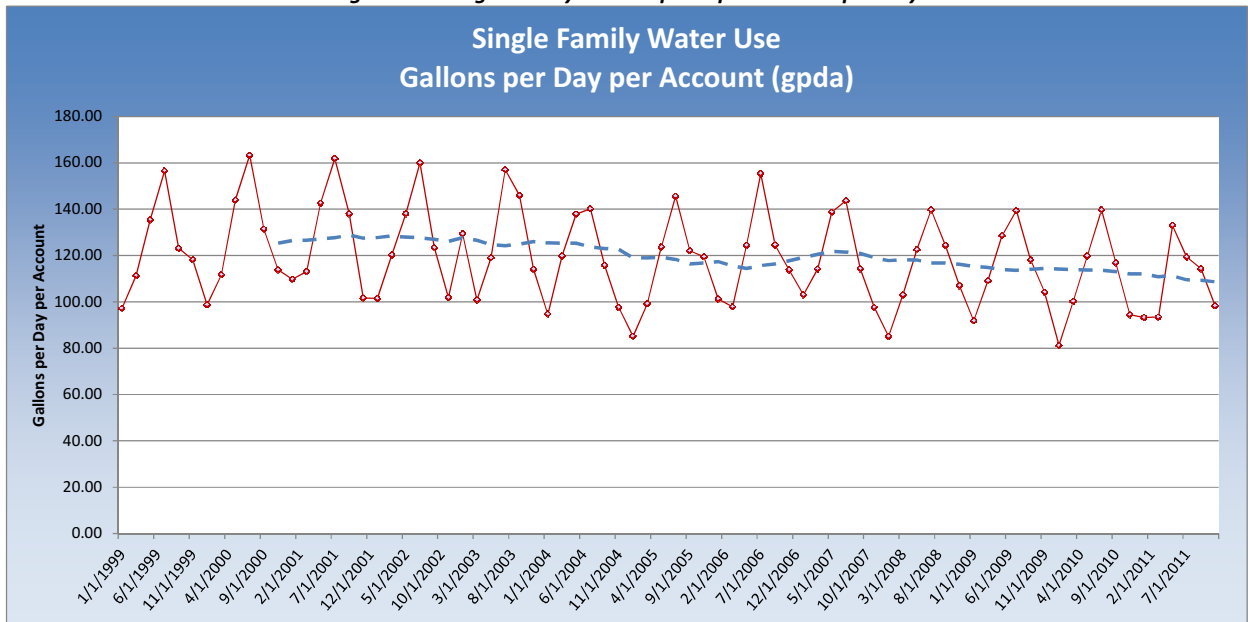
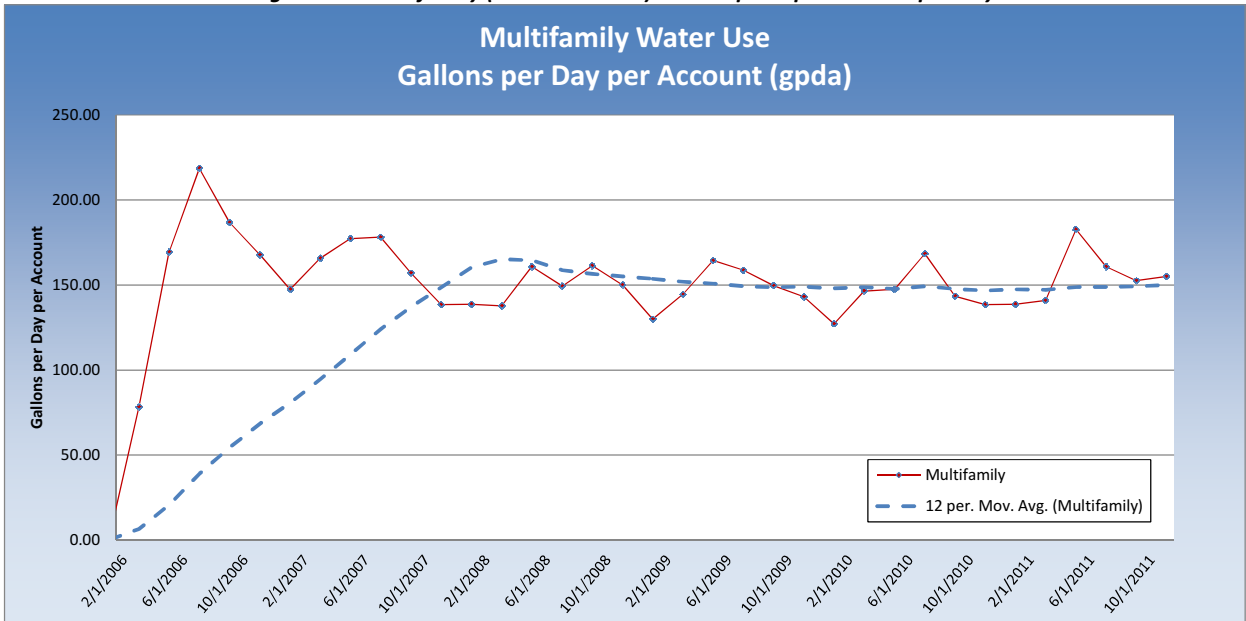


Figure 3-5: Multifamily (2 or more units) Consumption per Account per Day



Note: Multi-family was a new billing system category as of 2006.

Figure 3-6: Commercial Consumption per Account per Day

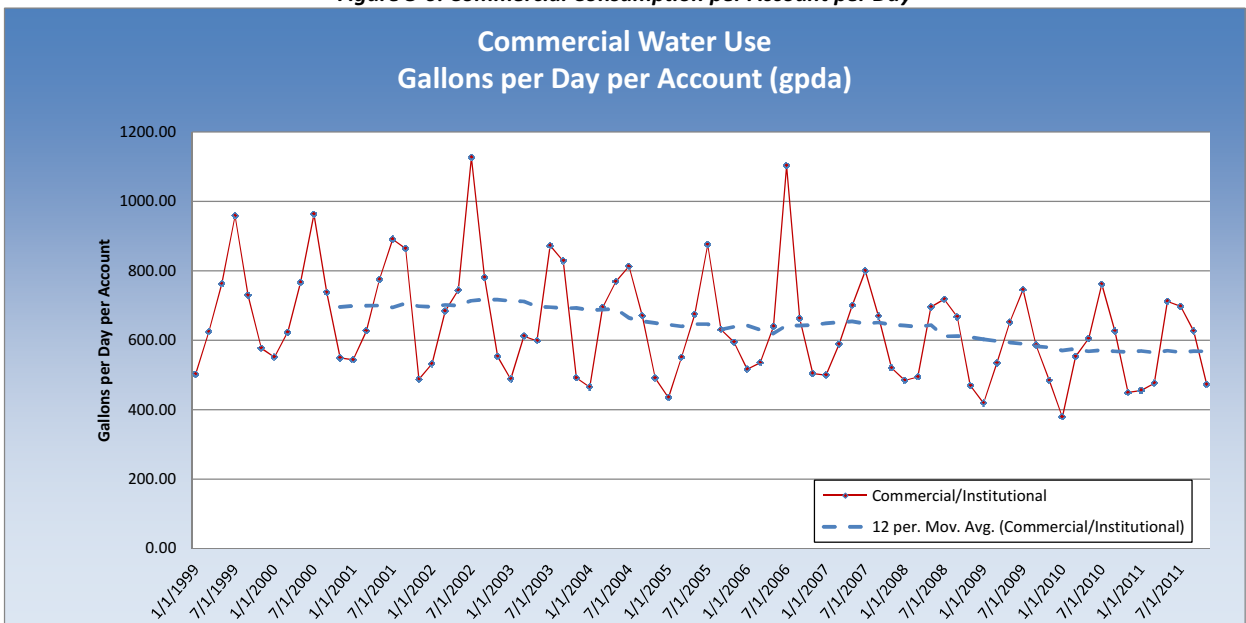
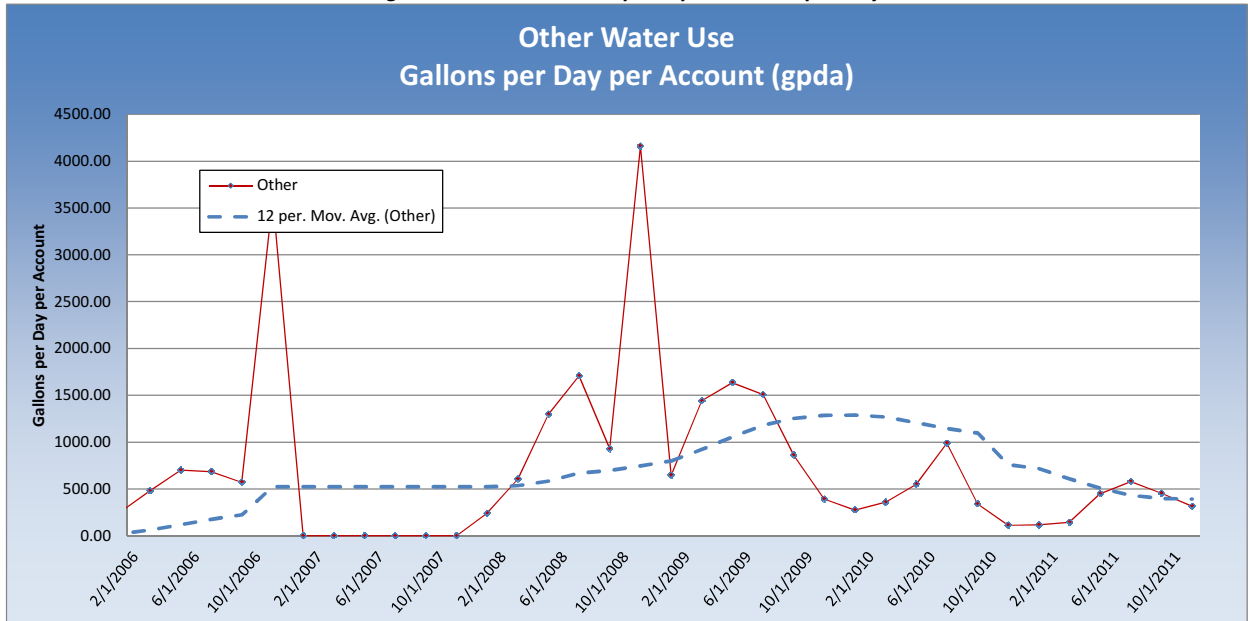


Figure 3-7: Other Consumption per Account per Day



As described below, additional analysis was performed related to the usage patterns for single family, multi-family and commercial customer categories to better understand the influence on customer demands (e.g., the size of homes, lot size, and number of bathrooms).

3.3 Analysis of Single Family Home Users

Water use of single family customers was further analyzed to better understand the usage patterns based on housing age and lot size.

The age of housing was estimated for the Cambria region, an area larger than the CSD service area, from the 2010 census data and from the American Community Survey¹ and provided in Table 3-1. The table shows that the age of the Cambria CSD homes is likely to be mostly older with about 70 percent of the homes built before 1990 and about 40% built before 1980. Typically, older homes have older fixtures and more leaks and therefore have higher indoor usage. We would expect commercial buildings to be of a similar age. Building age is important in determining what types of plumbing fixtures were in the buildings when constructed. California began modifying plumbing codes starting in 1977. The latest requiring 1.6 gallon/flush toilets and water efficient shower heads and faucets (US Energy Policy Act) took effect nationally in 1992. Since that time only about 10-20 percent of the buildings in Cambria CSD would have been built with these newer fixtures. Prior to 1977 toilets flushed with 4.5-7 gallons and there was no requirement on shower heads and faucets. Due to natural replacement (typically 3-5 percent per year) and Cambria’s ordinances and rebate programs it is estimated that approximately 85 percent of toilets and showers meet the 1992 requirements.

Table 3-1: Age of Housing from Census for the Cambria Region (not CCSD service area boundary)

Age of Housing from Census Data Cambria, California			
YEAR STRUCTURE BUILT	# of Structures	Percentage of Structures	Cumulative Percentage of Structures Built
Built 2005 or later	45	1.11%	100.00%
Built 2000 to 2004	415	10.24%	98.89%
Built 1990 to 1999	781	19.27%	88.65%
Built 1980 to 1989	1,249	30.82%	69.37%
Built 1970 to 1979	865	21.35%	38.55%
Built 1960 to 1969	294	7.26%	17.20%
Built 1950 to 1959	121	2.99%	9.95%
Built 1940 to 1949	67	1.65%	6.96%
Built 1939 or earlier	215	5.31%	5.31%
Total	4,052	100.00%	

Source: US Census, 2010, American Community Survey; data represents the Cambria region.

The breakdown of indoor versus outdoor use taken into account along with the age of buildings indicates that further conservation efforts of Cambria CSD staff focused towards the indoor uses of water may be warranted, however further research is needed to determine saturation of water efficient fixtures due to rebates, replacements and remodels.

Additional analysis was performed to correlate single family account water usage to a number of known property and/or building characteristics. A match of Cambria CSD water account billing history was made to San

¹ U.S. Census, American Community Survey (<http://www.census.gov/acs/www/>) provides data on community-wide statistics for planning purposes. Community Survey study boundaries are similar but do not exactly match CCSD service area boundaries.

Luis Obispo County parcel information database using APN numbers. Over 80% or a total of 2,656 accounts had sufficient data to be included in the analysis and only 658 accounts were removed due to missing parcel or housing size data, too low water use, or considered an outlier in terms of size of parcel or dwelling.

A series of graphical charts are presented in Appendix C related to historical single family water use compared to lot size, home square footage and number of bathrooms or bedrooms, respectively. In all cases, an increase in water use is illustrated with increasing property or dwelling characteristic. In other words, there was a positive trend observed where larger properties or dwellings typically result in higher total annual water demands.

3.4 Analysis of Commercial Users

An analysis was conducted of the Cambria CSD's highest water using commercial lodging establishments. The top 25 accounts have an average use of more than 4,300 gallons per day. The average daily use falls off dramatically moving down the list, so that the user that is ranked No. 25 uses about 1,300 gallons per day. Since there will be more opportunities to save a significant amount of water with the higher use per day establishments, their conservation efforts would be more productive. The major top users fall into the following categories:

- Commercial Lodging
- State Parks
- Cambria Community Services District (Parks and Cambria CSD Buildings)
- Multi-family accounts
- Commercial Businesses (restaurants, laundry, etc.)

The average use for all 221 commercial customers is approximately 630 gallons per day. This is about five times the use of a typical single family home. Many of the commercial small accounts use less water than a home.

One use of this data would be to set a goal of water use reduction through targeted conservation efforts. If the Cambria CSD set a goal to save 10 percent of Commercial and Commercial Lodging water use that would amount to 10 percent of 139,400 gallons per day (or 14,000 gallons per day). This goal could be achieved by working with the top 25 high-water customers and attempting to average approximately 15 percent for all top 25 accounts as a group. Identifying these additional opportunities for conservation may require special surveying techniques to determine customer specific opportunities for water savings.

Additional analysis was also performed to correlate commercial water usage to a number of known property and/or building characteristics. Similar to other customer categories, a match of Cambria CSD water account billing history was made to San Luis Obispo County parcel information database using APN numbers. Nearly all accounts matched up and only 4 accounts were missing parcel data.

Two graphical charts, Figure C-7 and C-8, are presented in Appendix C related to historical commercial property water use compared to parcel size and building size, respectively. In both cases, an increase in water use is illustrated with increasing parcel or building size. In other words, there was a positive trend observed where larger properties or buildings typically result in higher total annual water demands.

4. WATER DEMANDS WITH AND WITHOUT PLUMBING CODE

4.1 Future Population Projections

Description of Population Forecasts

The two main sources of population projections used to generate future water demands for this Conservation Plan included the Local General Plan and the Cambria CSD 2010 Urban Water Management Plan. In addition, the County of San Luis Obispo has a growth management ordinance, which includes a process where the Board of Supervisors approves county-wide and locality-specific maximum allowable growth rates. Prior to the CCSD's declaration of a water connection moratorium during 2001, the County had reduced its growth rate for Cambria to 1 percent, from the countywide rate of 2.3 percent.

Available Demographic Projections

- *Local General Plan (population)* – Typically these plans, depending upon when they were published, have a population and jobs forecast for 2030 and build out. For Cambria the relevant plan is the San Luis Obispo County “Cambria and San Simeon Community Plans of the North Coast,” developed in 2006 and last adopted in August 28, 2008. This shows a build-out population of 7,720.
- *2010 Urban Water Management Plan.* Section 2 of this plan for CCSD provides an overview of different projection scenarios in Table 2-2.

Assumed Population Projection for Water Use Efficiency Plan Development

For purposes of this study and in accordance with the Cambria CSD's direction, the population projections were based an assumed annual growth rate of 1% between 2013 and 2020 resulting in an increase in population of 515 people. This amount of growth was assumed to be permitted by offsetting the demand from future connections using the water savings from the conservation program such that a limited number of new connections could be built as shown in Figures4-1 and Table 4-1.

Figure 4-1: Assumed Population Projections

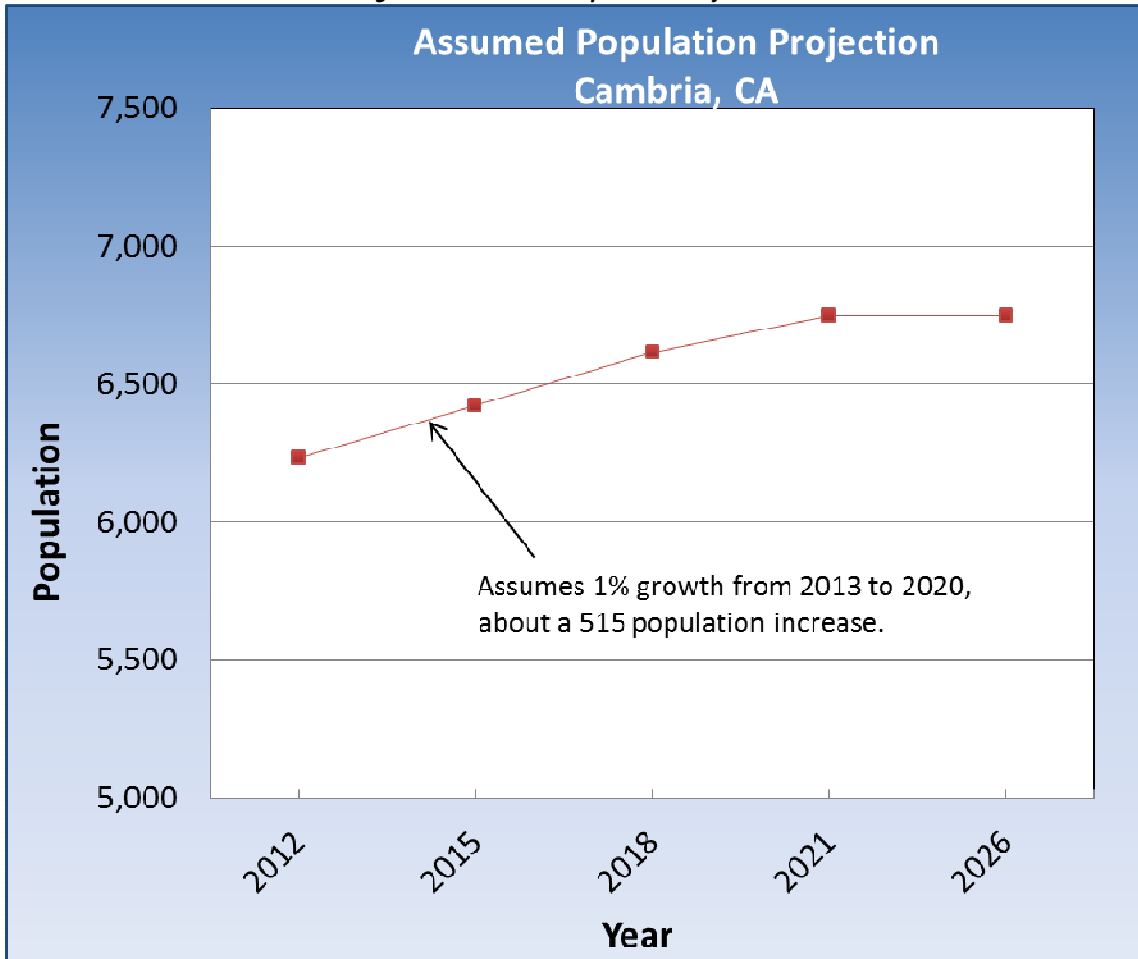


Table 4-1: Planned Growth

Population Projections Cambria, California	
Year	Population with Planned Growth
2012	6,232
2015	6,421
2018	6,615
2021	6,748
2026	6,748
2031	6,748
2036	6,748

Notes: Reference North Area Coast Plan, San Luis Obispo County. Population increase would not occur until any new connections were added to the CSD system.

4.2 Key Assumptions for the DSS Model

Table 4-2 shows the key assumptions used in the model. The assumptions having the most dramatic effect on future demands are the natural replacement rate of fixtures, how residential or commercial future use is projected, and finally the percent of estimated real water losses. Key to using the model is the baseline water use, which in this case is a 3-year average (2006-2008) prior to the recession.

Table 4-2: List of Key Assumptions

List of Baseline Demand Projection Assumptions for DSS Model	
Cambria, California	
Parameter	Model Input Value, Assumptions, and Key References
Model Start Year	2012
Water Demand Factor Years (Base Years)	Average of Years: 2006-2008
Peak Day Factor	1.60
Unaccounted for Water in the Start Year	7.6%
Population Projection Source	Assume 1% Growth to 2020, then 0%
Number of Water Accounts for Start Year	4,168
Avoided Cost of Water \$/AF	Current Variable Costs
Distribution of Water Use Among Categories	Single Family: 63%
	Multifamily: 3.1%
	Commercial: 23%
Indoor Water Use by Category	Single Family: 77.4%
	Multifamily: 90%
	Commercial: 72.5%
Residential End Uses	CA DWR Report "California Single Family Water Use Efficiency Study", 2011, AWWARF Report "Residential End Uses of Water" 1999, Agency supplied data on costs and savings, professional judgment where no published data available
Non-Residential End Uses, %	AWWARF Report "Commercial End Uses of Water" 1999
Efficient Residential Fixture Current Installation Rates	U.S. Census, Housing age by type of dwelling plus natural replacement plus rebate program (if any). Reference "High Efficiency Plumbing Fixtures - Toilets and Urinals" Koeller & Company July 23, 2005. Reference Consortium for Efficient Energy (www.cee1.org)
Water Savings for Fixtures, gal/capita/day	AWWARF Report "Residential End Uses of Water" 1999, CA DWR Report "California Single Family Water Use Efficiency Study", 2011, Agency supplied data on costs and savings, professional judgment
Installation Rates	housing, plus natural replacement
Residential Frequency of Use Data, Toilets, Showers, Washers, Uses/user/day	Falls within ranges in AWWARF Report "Residential End Uses of Water" 1999
Non-Residential Frequency of Use Data, Toilets and Urinals, Uses/user/day	Estimated based using AWWARF Report "Commercial and Institutional End Uses of Water" 1999
Natural Replacement Rate of Fixtures	Residential Toilets 3% (1.28 gpf toilets), 3% (1.6 gpf and higher toilets) Commercial Toilets 2% (1.28 gpf toilets), 4% (1.6 gpf and higher toilets) Residential Showers 4% Residential Clothes washers 6.7% A 3% replacement rate corresponds to 33 year life of a new fixture. A 6.67% replacement rate corresponds to 15 year washer life based on "Bern Clothes Washer Study, Final Report, Energy Division, Oak Ridge National Laboratory, for U.S. Department of Energy, March 1998, Internet address: www.energystar.gov
Future Residential Water Use	Increases Based on Population Growth
Future Non-Residential Water Use	Increases Based on Population Growth

4.3 Water Demand Projections With and Without the Plumbing Code

Development of the Water Demand Projections Table and Graph

Water demand projections were developed out to the year 2020 using the Demand Side Management Least Cost Planning Decision Support System (DSS) model. Water demand projections were developed for 10 years using the DSS Model. The DSS Model can be extended when appropriate for a longer planning time horizon. This model incorporates information from the:

- Cambria CSD selected population forecasts.
- Data provided by Cambria CSD District staff including historical water use, past conservation efforts, and water system account billing information.

National Plumbing Code

The Federal Energy Policy Act of 1992, as amended in 2005 requires only fixtures meeting the following standards can be installed in new buildings:

- Toilet – 1.6 gal/flush maximum
- Urinals – 1.0 gal/flush maximum
- Showerhead - 2.5 gal/min at 80 psi
- Residential Faucets – 2.2 gal/min at 60 psi
- Public Restroom Faucets - 0.5 gal/min at 60 psi
- Dishwashing pre-rinse spray valves – 1.6 gal/min at 60 psi

Replacement of fixtures in existing buildings is also governed by the Federal Energy Policy Act that requires only devices with the specified level of efficiency (shown above) can be sold today (since 2006). The net result of the plumbing code is that new buildings will have more efficient fixtures and old inefficient fixtures will slowly be replaced with new more efficient models. The national plumbing code is an important piece of legislation and must be carefully taken into consideration when analyzing the overall water efficiency of any service area, especially a community such as Cambria CSD with significant indoor water demands.

In addition to the plumbing code, the US Department of Energy regulates appliances such as residential clothes washers. Regulations to make these appliances more energy efficient has driven manufacturers to dramatically reduce the amount of water these efficient machines use. Generally horizontal axis washing machines use 30 to 50 percent less water than conventional models (which are still available). In the analysis for Cambria CSD, the DSS Model forecasts a gradual transition to high efficiency clothes washers (using 19 gallons or less) so that by the year 2020 this will be the only type of machines purchased. In addition to the industry becoming more efficient, rebate programs for washers have been successful in encouraging customers to buy more water efficient models. Given that machines last about 15 years or less eventually all machines in the Cambria CSD area will be of this type.

State Plumbing Code

The Plumbing Code includes the new CCR Title 20 California State Law (AB 715) requiring High Efficiency Toilets and High Efficiency Urinals be exclusively sold in the state by 2014.

In addition, California adopted a new plumbing code called “Cal Green” effective January 2011 that affects all new buildings and remodeling with a permit built after that date. This would impact all new buildings built in Cambria going forward. Table 4-3 summarizes these requirements.

Table 4-3: Cal Green Plumbing Code Requirements

Cal Green Building Code						
Building Class	Component	Effective Date[i]	Indoor Fixtures Included	Indoor Requirement	Landscaping & Irrigation Requirements	Are the Requirements Mandatory?
Residential	Indoor	1/1/2011	Toilets, Showers, Lavatory & Kitchen Faucets, Urinals	Achieve 20% savings overall below baseline		Yes
	Outdoor	1/1/2011			Provide weather adjusting controllers	Yes
Non Residential	Indoor	1/1/2011	Submeter leased spaces	Only if building >50,000 sq. ft. & if leased space use >100 gpd		Yes
			Toilets, Showers, Lavatory & Kitchen Faucets, Wash Fountains, Metering Faucets, Urinals	Achieve 20% savings overall below baseline		Yes
	Outdoor	1/1/2011			Provide water budget	> 1,000 sq ft. landscaped area
					Separate meter	As per Local or DWR ordinance
					Prescriptive landscaping requirements	> 1,000 sq ft. landscaped area
					Weather adjusting irrigation controller	Yes

[i] Effective date is 7/1/2011 for toilets

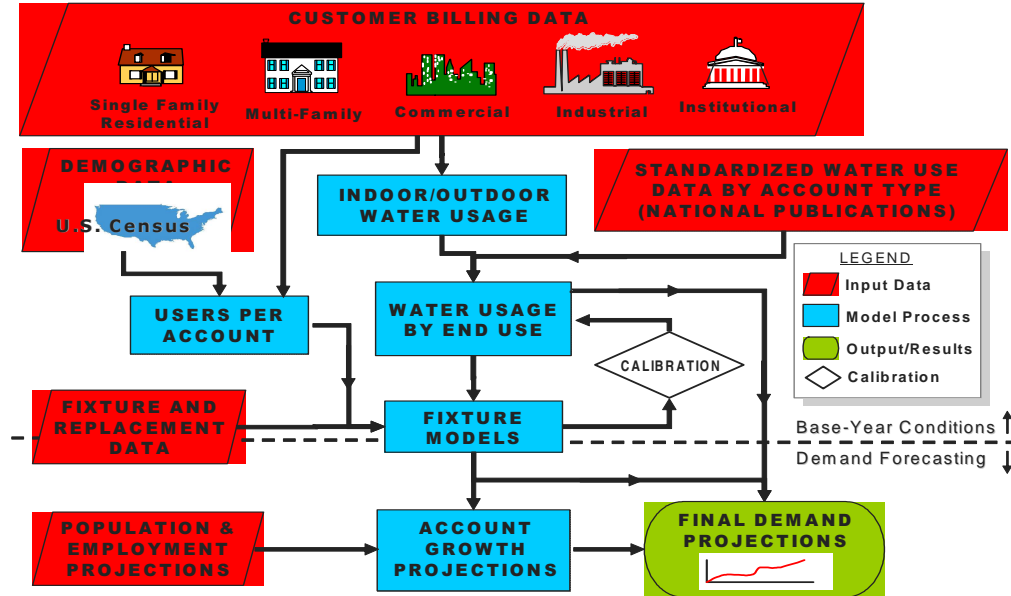
Cambria CSD Municipal Code

The Cambria CSD Municipal code also contains water efficiency criteria, which was recently modified to include mandatory Cal Green requirements as well as a few specific items which were considered non-mandatory within the Cal Green code. The most recent Cambria CSD Municipal Code requirements include:

- 1.28 gallon per flush maximum toilets
- 1/8 gallon per flush maximum urinals
- 1.5 gallon per minute showerheads
- 0.5 gallon per minute lavatory faucet aerators
- Hot water circulating pumps
- Clothes washers with water factors of no greater than 4.0

Figure 4-2 below describes conceptually how the above listed items are incorporated into the flow of information in the DSS Model.

**Figure 4-2: DSS Model Overview Used to make Potable Water Demand Projections
"With the Plumbing Code"**



Graph of projected demands (Figure 4-3)

Figure 4-3 shows the potable water demand projection at five-year increments. The graph shows projections for demand with and without the plumbing code through 2022. The starting value of 733 AFY is the 2006-2008 average production. This period was relatively stable and after the billing system changed and new AMR meters were installed but before the recession. It is recognized that current (2012) demand is slightly lower at 724 AFY, but is expected to rebound as the economy improves. The starting value matters little in determining future water savings.

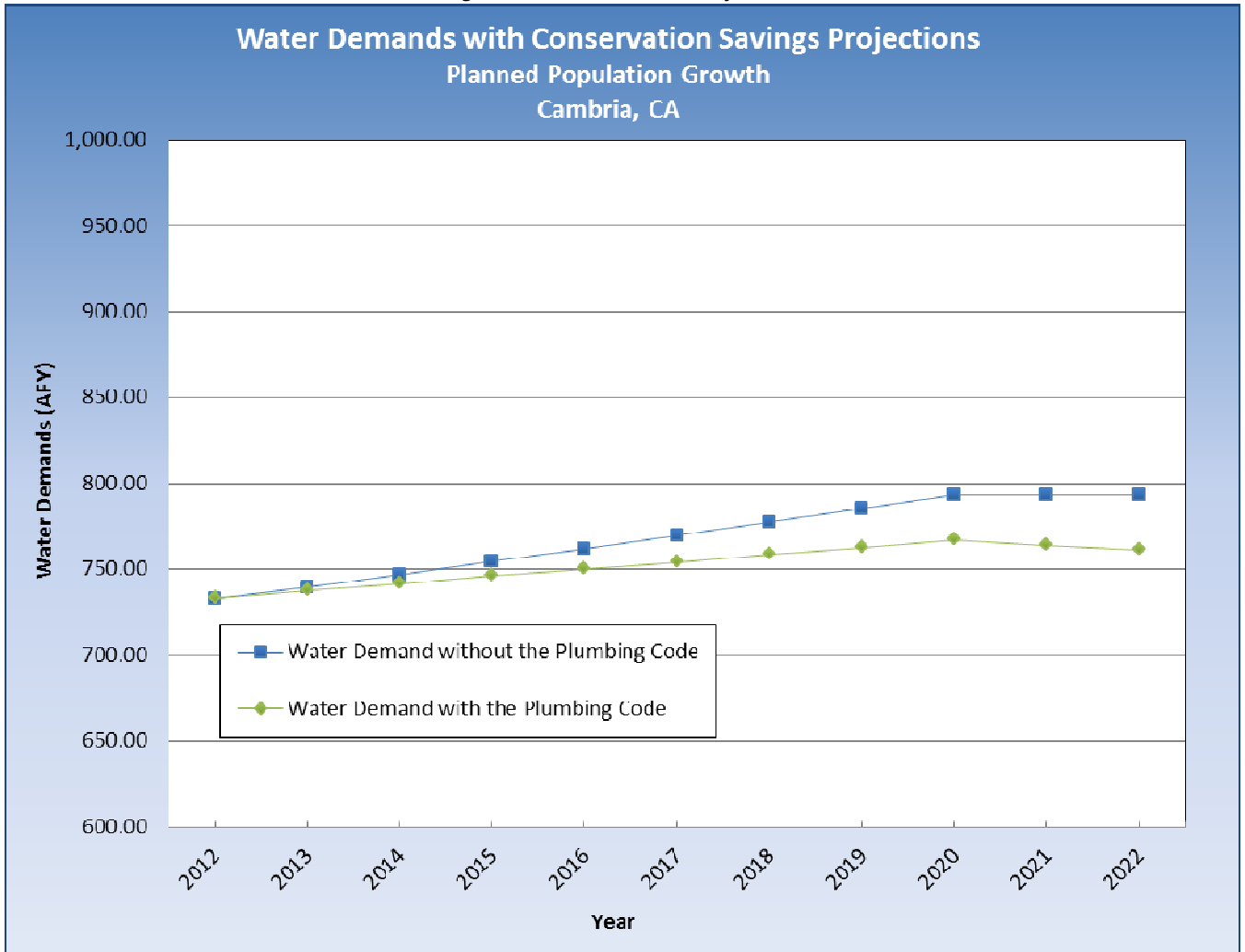
Table of water demand projections (Table 4-4)

The table of water demands projections includes:

- The water demand projections shown in Table 4-4 are based on the future population projections provided in Table 4-1.
- Projections were made *with and without* the plumbing codes.

- Projections are for potable water only.
- Demand projections reflect average weather conditions.

Figure 4-3: Water Demand Projections



Source: DSS Model January 2013. Increased demand is based on potential for new connections to the CSD system no earlier than 2013.

Table 4-4: Water Demand Projections

Water Demands with Conservation Savings Projections (AFY)			
Planned Population Growth			
Water Demands (AFY)			
Water Demand without the Plumbing Code	2012	2017	2022
Water Demand without the Plumbing Code	733	770	793
Water Demand with the Plumbing Code	733	754	761

Source: DSS Model January 2013. Data is not weather normalized.

5. CURRENT WATER CONSERVATION PROGRAM

The purpose of this section is to evaluate the Cambria CSD's existing water conservation program, and identify appropriate conservation opportunities that would further reduce the Cambria CSD's per capita water use.

Since July 1989, the Cambria CSD has had a water conservation program, and Cambria CSD has been a member of the California Urban Water Conservation Program (CUWCC) since 2005. The Cambria CSD's current water conservation program is a combination of the Cambria CSD's commitment to carrying out the CUWCC Best Management Practices (BMPs) and the Cambria CSD's desire to be water efficient. Compliance with 14 BMPs were required of the CUWCC signatories until the end of 2008. Effective January 1, 2009, the CUWCC members are expected to comply with the new and revised CUWCC BMPs. With the passage of Senate Bill (SB) X7-7, the Water Conservation Act of 2009, Cambria CSD now also must meet the mandate to maintain per capita demands (given current demand is within the state requirements).

5.1 Description of Current Programs

The following section provides a summary of the Cambria CSD's historical and current water conservation program.

Historical Conservation Programs

The following is a summary of prior efforts as described in the 2010 Urban Water Management Plan. The descriptions of the programs that have been or are being run are organized by Demand Management Measures or DMM's. It is clear that the Cambria CSD has, in the past, been very active in promoting conservation in its service area. The peak of the activity was from the period 1989 to 2003 when the District had a full-time water conservation coordinator. During the peak of the most recent recession, funding was more limited and conservation activities slowed.

DMM A - Survey Programs for Single-Family and Multi-family Residential Customers

Since starting DMM A in 1988, the District has completed water surveys on all of its multi-family customers and over 50-percent of its residential connections. With the exception of two apartment buildings where it was not reasonable to modify existing plumbing, all other existing multi-family complexes were converted from one single master meter to individual meters for each housing unit. The surveys continue to be offered free of charge upon customer request. The voluntary surveys typically include leak checking and noting whether water efficient fixtures and appliances have been installed. In addition to encouraging the installation of water efficient fixtures and appliances, the District also offers rebates for circulating hot water pumps to its residential customers.

DMM B – Residential Plumbing Retrofit

Since 1989, approximately 88-percent of the single-family residential connections within Cambria have had plumbing retrofits completed. Retrofitting of an existing house is a requirement upon resale or remodeling. The District uses a points system to develop equivalencies for any new home construction as well as remodels. Once the total points are determined, new construction and remodels are required to either retrofit a set number of retrofit points within the service area, or pay into a retrofit in-lieu fee. Collected fees from this program are used to support water conservation programs throughout the District. (The payment of retrofit in-lieu fees was

modified by the North Coast Area Plan update, which resulted in all new connections being documented with a demand offset letter showing where specific offsetting water conservation measures were implemented.)

DMM C – System Audits, Leak Detection, and Repair

Since approximately 1988, the District routinely compares its well production to billed totals every two months. The two-month interval is used because it also matches the District's two-month billing cycle. The District makes minor adjustments to account for non-metered use due to process equipment, such as flow through turbidity meters, and other non-metered District water use. System repairs are completed whenever water operations spot a leak or receive reports from citizens or other public services such as police and fire. Since the 2005 UWMP, the District replaced its entire inventory of water meters with remote-read units featuring electronic flags to alert the CCSD of potential leaks on the customer's side of the meter. The CCSD also offers household magnetic monitors with a leak warning light that can be readily attached to a refrigerator door.

The District previously placed an added emphasis on testing pressure-regulating valves on services in response to a distribution pipeline project coupled with a high failure rate discovered from residential home surveys. To facilitate testing, pressure gages are loaned to customers free of charge for testing incoming household pressures downstream from their pressure-regulating valve. The District's web site also contains information explaining pressure-regulating valve testing.

DMM D – Metering with Commodity Rates

All of the District's customers are metered. Bi-monthly meter billings are also based on an inclining block rate to encourage conservation.

DMM E – Large Landscape Conservation Programs and Incentives

Using funds obtained from its retrofit and in-lieu fee program, the District previously funded retrofitting of all the existing school sites within Cambria as well as the State Parks campground. The use of District funding for these programs provides a direct incentive for improving water use efficiency while also lowering future water bills. Outdoor irrigation improvements typically involve the use of drip irrigation as opposed to conventional spray irrigation methods. On certain larger commercial establishments, cisterns have been installed for purposes of collecting rainfall for irrigation. To continue use of the cisterns during the dry season, an independent contractor or private individuals may truck non-potable water to specific cistern locations.

DMM F – High Efficiency Washing Machine Rebate Programs

The District previously offered a \$150 rebate on every energy-star washing machine installed. However, this program was suspended due to a budget shortfall during FY2009/2010. Regardless of this interim setback, the CCSD remains committed to moving forward with DMM F as funding becomes available. Each energy-star washing machine saves on average approximately 4.8 units (3,580 gallons) of water per year. Since this program began in 2002, the District has funded the installation of energy-star rated washing machines. In developing the actual program costs, approximately \$25 was added to the rebate for staff processing time.

DMM G – Public Information Program

The Cambria CSD's Public Information Program is mainly conducted using the CSD's web site. http://www.cambriacsd.org/cm/water_wastewater/conservation/home.html

Topics covered include:

- Water Conservation Rules and Tips
- Landscaping Basics that Save Water

- Checking for Leaks and Reading Your Meter
- Water Saving Rebate Program

The CSD also makes water conservation devices available to customers at their office and Board meetings are regularly attended by [persons interested in water conservation and water issues are frequently the topic of conversation in this small, close-knit community.

DMM H – School Education Program

School education programs on water conservation began after the District developed a water conservation officer position in 1989. The Water Conservation Officer conducted education programs free of charge to the schools. In more recent years, the schools have elected to conduct their own water conservation classes using their science teachers. The CCSD also shares past water conservation officer educational materials with local schools.

DMM I – Conservation Programs for Commercial, Industrial, and Institutional (CII)

The District evaluates and funds conservation programs for its commercial, industrial, and institutional accounts on a case-by-case basis. For example, in 2004, the District provided funding to replace 15 commercial regenerative water softeners with non-regenerative softeners. In 2003, the District installed 30 water efficient pre-rinse valves for all of the restaurants and commercial kitchens within its service area. During December 2012 to January 2013, the CCSD funded replacement of 20 commercial clothes washers at the Cambria Laundromat with high efficiency machines (water factors of less than 4.0).

DMM K – Conservation Pricing

The District uses an inclining block rate structure that provides a direct financial incentive to conserve water. In addition, the District applies a drought surcharge to further curb demand during Stage 2 and 3 drought periods, which are defined within the CCSD Municipal Code. In 2003 and 2004, a drought surcharge was applied during the summer season due to rainfall being 25-percent less than normal.

DMM L – Water Conservation Coordinator

The District has staffed a full time water conservation coordinator position beginning in 1989. During 2003 this position was modified to one half-time person and support from other District staff. Due to budgetary constraints, during 2010, the duties of this position were split among the Water Department Supervisor, District Engineer, and Administrative staff. The water operators also provide field-level inspections on suspected water leaks and in support of the conservation retrofit program. In recent months, the CCSD has increased funding to provide additional water conservation coordinator staffing.

DMM M – Water Waste Prohibition

The District's first water waste prohibition ordinance was approved in 1989. This was later modified in 1990, and again in 2000. The District subsequently codified the ordinances covering water waste prohibition in 2004, which are now part of the CCSD Municipal Code (Chapter 4.08) Section 5.

DMM N – Residential Ultra-Low-Flush Toilet Replacement Program

Since beginning a rebate program for replacement of toilets in 1989, approximately 2,615 single-family residences have been retrofitted with ultra-low-flow toilets (1.6 gpf). This is the result of direct customer rebates as well as the existing CCSD plumbing retrofit program. It is estimated that a total of approximately 5,200 ultra-low-flow toilets (1.6 gpf) have been installed to date. Since these retrofits occurred, the State and County have adopted the 2010 California Green Building Standards Code, which went into effect on January 1,

2011 and July 1, 2011, respectively. These new standards have revised the toilet standard to 1.28 gpf, which provides future opportunities for additional conservation. Subject to available funding each year, the CCSD offers rebates of \$75 when replacing a greater than 3.0gpf toilet with a newer 1.28 gpf toilet. A \$50 rebate is offered when replacing a 1.6 gpf toilet with a newer 1.28 gpf toilet.

Current Conservation Program Description from 2010 Urban Water Management Plan (UWMP)

In addition to those programs which are still active today the following is an excerpt from Cambria's UWMP which describes the context for expanding the program.

"The CCSD's current 10-year baseline consumption of 112 gpcd is already below the year 2020, 95-percent target for the central coast hydrologic area of 117 gpcd. To a certain extent, this is attributable to microclimate variability, which has much lower evapotranspiration (ET) rates along coastal areas when compared to the inland areas included within the overall central coast hydrologic region. In addition, Cambria's forested setting tends to have less turf grass areas, such as those more commonly found in suburban subdivisions, community parks, and golf courses that may be more prevalent in certain inland areas. Regardless of the land use and ET differences that may exist within the hydrologic area, the CCSD has also had a long history of offering conservation rebate incentives, as well as requiring the retrofit of existing homes on resale, during remodels, and on new construction. Additionally, the CCSD has a tiered water rate structure in place that further serves as a direct financial incentive to conserve. In recent years, and since the 2005 UWMP was adopted, the CCSD invested heavily in replacing all of its residential water meters with newer automatic remote read meters, which allow for the sensing and flagging of household plumbing leaks that occur downstream from the meter. The new meters now allow CCSD staff to contact customers that are electronically flagged as possibly wasting water through leaks in household plumbing, fixtures, and appliances.

To meet its future challenge for achieving an interim 2015 target of 109 gpcd and 2020 target of 105 gpcd, the CCSD will continue to invest in cost-effective water conservation measures, while also looking at ways to update and expand upon the use of newer technologies. A key area of opportunity lies in the mandatory and voluntary conservation measures called for in the 2010 California Green Building Code Standards (a.k.a. 2010 Cal Green Building Code), which became effective during 2011. CCSD staffs are currently updating its retrofit inspection forms and internal tracking methods to ensure the latest 2010 Cal Green code requirements are being implemented as part of its existing conservation program. An example requirement includes newer 1.28 gallon per flush (gpf) toilets that have become the 2010 Cal Green standard effective on July 1, 2011, which will ultimately replace the prior 1.6 gpf toilets. The CCSD is further investigating the potential for lowering the standard even further by considering rebates to encourage newer 1.0 and 0.8 gpf toilets. In essence, the CCSD reduction plan will continue to proactively expand and improve upon its existing water conservation efforts as new technology becomes available; through enforcement of water conservation requirements mandated by the CCSD municipal code."

5.2 Cambria Community Services District Water Billing Structure

Volumetrically billed water and sewer rates provide the Cambria CSD a tremendous opportunity to convey a price signal to its water customers. Customers that use more water pay a higher rate for each additional water unit. Therefore, when rates are designed to recover costs, consideration must be given to the price signal sent from the designed rates. There are several rate objectives that can drive the rate design process, ranging from revenue sufficiency, consumption efficiency, resource conservation, and affordability. Based on the Cambria CSD objectives, the Cambria CSD can choose to use various rate alternatives to meet its objectives.

The Cambria CSD’s existing rate structure, as governed by the current rate resolution, consists of differing rates on a modestly increasing block rate structure based on customer class, in addition to a base use fee. The monthly base minimum fee is dependent on the customer class and allows for up to 6 ccf in a two month billing period (100 cubic feet). The usage fee is dependent on the usage volume and residential prices increase 28 percent over the tiers shown and commercial rates increase 25 percent.

The Cambria CSD’s user classification for potable water customers is:

1. Residential
2. Commercial

Table 5-1 below summarizes the Cambria CSD’s rate structure for its bi-monthly base charges for all customers as of July 2009.

Table 5-1: Cambria Residential Water Rate Tiers

Cambria CSD Residential Water and Sewer Rates, July 2009		
Bi-Monthly Water Billing		Bi-Monthly Sewer
Tier	Rate, \$/Hcf	Rate, \$/Hcf
0-6	\$23.82 (Total)	\$65.03 (Total)
6-15	\$ 6.05	\$ 1.94
16-20	\$ 6.18	\$ 1.94
21-30	\$ 6.30	\$ 1.94
31-40	\$ 6.44	\$ 1.94
41-50	\$ 6.95	\$ 1.94
51-60	\$ 7.22	\$ 1.94
61-70	\$ 7.47	\$ 1.94
71-75	\$ 7.73	\$ 1.94

1 hundred cubic feet (hcf) = 748 gallons

Table 5-2: Cambria Commercial Water Rate Tiers

Cambria CSD Commercial Water and Sewer Rates, July 2009		
Bi-Monthly Water Billing		Bi-Monthly Sewer Billing
Tier	Rate, \$/Hcf	Rate, \$/Hcf
0-6	\$55.16(Total)	\$65.03 (Total)
6-20	\$ 6.69	\$ 1.94
21-30	\$ 6.95	\$ 1.94
31-40	\$ 7.08	\$ 1.94
41-50	\$ 7.47	\$ 1.94
51-60	\$ 7.73	\$ 1.94
61-70	\$ 8.12	\$ 1.94
71-75	\$ 8.37	\$ 1.94

6. ALTERNATIVE WATER CONSERVATION MEASURES

The Project Team’s goal is to develop a plan that will result in the greatest efficiency of program administration, the lowest cost of implementation, and the greatest water savings. As part of this effort, the Project Team held a Measure Screening Workshop with Cambria CSD staff to review existing implementation methods, including pros/cons of current efforts, and develop a plan for moving forward and implementing additional conservation measures.

A screening process was undertaken August 29, 2012 with the assistance of Cambria CSD staff to identify roughly 20 new measures for further evaluation, while taking into account the existing measures are currently being implemented.

6.1 Water Use Efficiency Planning Goals and Approach

The goal of the Water Use Efficiency Plan is to further enhance the existing water conservation program. To accomplish this goal, additional measures could be added to the existing program. Most all these measures are targeting new technologies to support customers being more efficient with their water use.

Experience by many utilities has shown there is a reasonable limit to how many measures can be feasibility implemented at one time. Programs that consist of a large number of measures are historically difficult to implement successfully; therefore prioritization of measures is important both as an outcome of this planning effort and as the program is implemented. The approach to program implementation is viewed as a “living” process where new opportunities may be adopted as new technologies become available over time.

6.2 Potential New Conservation Measures

An important step in updating the water conservation program is the review and screening of new water conservation measures. This task includes a review of the current water conservation measures, identification of measures that may be appropriate for the community, and the screening of these measures to a short-list for detailed evaluation (benefit-cost analysis). To complete this process, a list of potential demand management measures for qualitative evaluation (screening) was compiled. This list in Appendix A includes about 30 potential conservation measures in the typical customer categories of:

All Customers:

- Residential
- Commercial
- Distribution System (System)

The potential conservation measures for the Cambria CSD, are considered appropriate for this region. The table includes devices or programs (e.g., such as a new high efficiency toilet, that would save water if installed by a water retailer, contractor, or customer) that can be used to achieve water conservation, methods through which the device or program will be implemented and what distribution method, or mechanism, can be used to activate the device or program. The list potential measures in Appendix A was drawn from MWM and the Cambria CSD’s general experience, CUWCC BMPs, and review of what other water agencies with conservation programs are currently implementing.

6.3 Screening of Conservation Measures

A screening process was undertaken to reduce the number of new measures to be considered to a more manageable number and to eliminate those measures that are not as well suited to the Cambria CSD. The result of this process was a short-list of new measures for further evaluation (water savings analysis and benefit-cost analysis with the DSS Model). This evaluation was specific to the water use characteristics, economies of scale, demographics, and other factors that are unique to the Cambria CSD area.

Each potential measure was screened based on three qualitative criteria (below), scored on a scale of 1 to 5, with 5 being the most acceptable, and 15 being the maximum possible number of points for all criteria. The screening was completed by Cambria CSD staff, in a one day meeting on August 29, 2012 facilitated by Maddaus Water Management.

Qualitative Criteria

The rating group used the following criteria to evaluate the measures:

- **Technology/Market Maturity** – Refers to whether the technology needed to implement the conservation measure, such as an irrigation control device, is commercially available and supported by the local service industry. A measure was scored low if the technology was not commercially available or high if the technology was widely available in the service area. A device may be screened out if it is not yet commercially available in the region.
- **Service Area Match** – Refers to whether the measure or related technology is appropriate for the area’s climate, building stock, or lifestyle. For example, promoting native and/or water efficient gardens for multi-family or commercial sites may not be appropriate where water use analysis indicates little outdoor irrigation. Thus, a measure scored low in this category if it was not well suited for the area’s characteristics and could not save water. A measure scored high in this criterion if it was well suited for the area and could save water.
- **Customer Acceptance/Equity** – Refers to whether retail customers within the wholesale customer service area would be willing to implement and accept the conservation measures. For example, would retail customers attend homeowner irrigation classes and implement lessons learned from these classes? If not, then the water savings associated with this measure would not be achieved and a measure with this characteristic would score low for this criterion. This criterion also refers to retail customer equitability (i.e., one category of retail customers receives benefit while another pays the costs without receiving benefits). Retail customer acceptance may be based on:
 - Convenience
 - Economics
 - Perceived fairness
 - Aesthetics

To reduce the list to a more manageable number, normally a score of 12 or more was necessary to pass. The process reduced the measures to be evaluated further down to 22 existing and new measures. Measures with a “No” were eliminated from further consideration, while those with a “Yes” passed into the next evaluation phase, cost-effectiveness analysis using the DSS Model.

Upon inspection of the overall list of 22 conservation measures selected for evaluation, it became apparent that some measures could be combined and others could be separated into two categories as follows:

- Measures that were voluntary and incentive based; and
- Measures that were regulatory and applied to new development only.

In addition to the existing Cambria CSD Municipal Code requiring retrofit on resale, MWM included mention of the new California Law SB 407 (Statewide Retrofit on Resale) in the measure description table for Measure 24 in Table 7-1. In the model MWM worked carefully such that the Cambria CSD Municipal Code (which has been in place for 15 years) requirement and SB 407 (which takes effect in 2017) are both taken into account to overlap with the plumbing code (natural replacement) and rebate programs (such as through HET Toilets). Because SB 407 begins from the year 2017 in residential, and 2019 in commercial properties, the current Cambria CSD was deemed to be more restrictive. SB 407 program length continues until all the older high flush toilets have been replaced in the service area, whereas the Cambria CSD Municipal Code currently in existence does not have an end. Table 7-1 shown in Section 7 includes a list of all the measures analyzed in this project.

7. COMPARISON OF INDIVIDUAL CONSERVATION MEASURES

7.1 Conservation Measures Evaluated

The following table defines the measures that were analyzed for possible inclusion into the Conservation Plan. The measures are not ranked in any particular order and not all were selected for the recommended program. The customer categories and the 2020 water savings for each are shown.

Table 7-1: Measure Descriptions

DSS Model No.	Measure Name	Type of Customer	Description	Water Savings in Year 2020 (AFY)
1	Water Loss Control Program	System	Implement AWWA Manual M36 Methodology. (1) Use System Audit to track annually Infrastructure Leakage Index (ILI) Progress. Goal to lower the (ILI) and non-revenue water every year by pre-determined amount based on cost-effectiveness. (2) Analyze and Address Apparent Losses (i.e. data for billing system errors, and address meter testing and repair/replacement to insure more accurate meter reads and revenue collection). (3) Covers current efforts to address Real Losses (i.e. find and repair leaks in the distribution system to reduce real water loss and take other actions. Leak repairs would be handled by existing crews. After completing first system audit set a goal, such as "reduce nonrevenue water from 8 to 7% of production over 5 years."	7.56
2	Automatic Meter Reading (AMR) Conservation Benefits	SF,MF,VR	Expand the use of Automatic Meter Reading (AMR) capability to identify accounts with continuous flow. Notify those accounts with a monthly usage above a certain level of the possibility of a leak on their side of the meter. Likely only occurs on indoor leaks. Follow up with those customers and help them identify leaks. Consider expanding upon remote AMR monitoring for in-home reading units. Provide a penalty charge if leak is not fixed within 30 days. Consider offering an adjustment (reduction) on their water bill if they fix the leak before the next meter reading.	2.79
3	Public Information, Regional Outreach, Media Campaign	SF	Public education used to raise awareness of conservation measures available to customers. Coordinate with other coastal water agencies and use various methods to teach customers about efficiency measures. Include direct customer contact (classes or neighborhood ambassadors program), direct mail/posters around community, speakers to community groups, educational material, conservation website, other media (public service announcements on radio, use PPT Slides announcements via TV during local public meetings), demonstration gardens, etc. Refine and develop media messages, social marketing plan that will use public input to assist in changing attitudes.	8.79
4	Single Family Water Surveys	SF, VR	Implement indoor and outdoor water surveys for existing single-family residential customers. Normally those with high water use are targeted and provided customized water saving information, tips and tools. Eligible accounts could be about 1,000 (top 25%) of either single family homes or smaller home vacation rental properties. For conservation assumption on water savings and participation levels, only SF homes are included in the program planning. CCSD recognizes that higher conservation potential may existing in the vacation rental homes.	5.98
5	Multifamily Surveys	MF	Organize and implement water surveys for existing multifamily residential customers (4 units or more). Target those with high water use and provide a customized report to owner. Less than 70 units would be eligible.	0.26
6	High Efficiency Showerhead Giveaway	SF,MF,COM,VR	CCSD to buy low flow showerheads (1.5 gpm) in bulk and distribute them with water surveys and community events. Kit would include a 0.5 gpm faucet aerator. Target higher user and older homes (pre-1992) and full-time occupancy. This may be implemented as a targeted door canvassing program to also promote SF Survey program to both single family residences and vacation rental properties.	7.19

Table 7-1 (Continued)

DSS Model No.	Measure Name	Type of Customer	Description	Water Savings in Year 2020 (AFY)
7	High Efficiency Toilet (HET) Rebates	SF,MF	Provide a rebate for the high efficiency toilet (HET). HET's are defined as any toilet flushing at 1.28 gpf or less and include dual flush technology. Rebate amounts would be on a sliding scale depending upon what type of toilet was replaced with an HET and would range from \$60 to \$100 per toilet replaced.	1.87
8	High Efficiency Toilet and / or Urinal Exchange Program (e.g., Niagara Program)	SF,MF,COM	In lieu of toilet rebate program -CCSD could instead buy toilets and urinals in bulk and give them away or sell them at a discounted price for customers who want to replace 3.5 gallons/flush toilet or more than one gallon/flush urinal. Alternatively they could run the Niagara City Smart Program (funded by CCSD, run by a contractor) that involves giving homeowners a high efficiency toilet, 1.5 gpm showerhead and 1.5 gpm faucet aerator.	0.60
9	School Building Retrofit	COM	School retrofit program would provide a grant to a school to replace fixtures and/or upgrade irrigation systems. Learn from the successful experience of the Southern California Generation Water Program (http://www.generationwater.org) that involved support from water supplier, school district and provided on the job training for high school students. Assume one school per year is retrofitted with a grant from CCSD. Consider support by trainees for other support of CCSD Conservation Program activities.	1.96
10	Require Irrigation and Landscape Upgrades	MF,COM	For MF, CII, and IRR customers with ALL New (non SF) landscapes, require the purchase and installation of selected types of irrigation equipment upgrade excluding smart controllers (see below). Planned to include rotation nozzles, drip conversion, water wise plants and mulch. May be a competition style rebate to get a grant to retrofit based on submitted plans. This is an inexpensive way to get "demonstration gardens" in the program. May run like the California Friendly or Sacramento area River Friendly garden makeover contests.	0.50
11	Require Fixture Replacement by a Deadline	SF,MF,COM,VR	When pulling a permit with remodel, CCSD would pass an ordinance that requires homeowners, vacation rental & multi-family properties and businesses to bring fixtures up to efficient standard by a fixed date at their own expense.	3.05
12	Require Multi Family Submetering on New Accounts	MF	Require the metering of individual units in new multi-family, condos, townhouses, mobile-home parks and business centers (with water heater in the units). CCSD would administer meter read and bill program.	0.15
13	Non-regenerative Water Softeners Incentives	SF,MF	This measure would reinstate the program that CCSD used to have as an incentive program for replacing ion exchange-based water softening systems, with new systems that do not perform on-site regeneration of the exchange resin. CCSD to offer \$500 rebate to switch out existing water softeners, installation of upgraded version of water softener with off-site regeneration may be eligible with CCSD pre-approval.	5.89
14	Large Meter Replacement and Leak monitoring	COM	Replace 25 large meters, assuming 2-inch and larger meters to increase accurate readings.	2.40

Table 7-1 (Continued)

DSS Model No.	Measure Name	Type of Customer	Description	Water Savings in Year 2020 (AFY)
15	Prohibit Water Waste and Practices	SF,MF,COM,VR,OTH	Enforce codified CCSD Ordinance (CCSD Municipal Code Chapter 4.08) that prohibits the waste of water and failure to repair outdoor or internal leaks in a timely manner. Code does include provisions for fee penalties for not repairing any leaks.	0.22
16	High Efficiency Washer Rebate	SF,MF,COM	Provide a rebate for the installation of a high efficiency washer (HEW). Rebate amounts would be \$100-150 and coordinated with PG&E. Rebates could be tiered but assumed would be only given on the very efficient machines of less than 4.0 Water Factor (WF) inline CCSD Ordinance adopted in November 2012. Currently (2012) PG&E offers a \$50 rebate on Tier 3 machines (currently water factor less than 4.5 gal/cu ft./cycle). CCSD may use the link on the cee1.org web site for list of qualified machines to assist with administering program. PG&E is providing rebate processing on behalf of other water utilities in Northern California.	8.36
17	CII Surveys and Top 25 Users Program	COM	All CII customers would be offered a free water survey that would evaluate ways for the business to save water and money. The CII surveys would be for large accounts (accounts that use more than a significant amount of water per day) such as hotels, restaurants, stores, laundries, and schools. Emphasis will be on supporting the high water users including an analysis of who the high water users are.	4.87
18	High Efficiency Urinal Rebate (<0.25 gallon)	COM	Provide a rebate for high efficiency less than 0.125 gallons per flush or waterless urinals to existing high use CII customers (such as restaurants) as per CCSD Ordinance adopted in November 2012.	1.03
19	Focused Water Audits for Hotels/Motels	COM	Continue to provide free water audits to hotels and motels; standardize service offered to reduce costs. Included would be bathrooms, kitchens, landscaping, and irrigation systems and schedules.	3.65
20	Toilet Retrofit on Resale or Name Change on Water Account	SF,MF	Compliance with CCSD Code where homebuyer is required to provide a certificate of compliance / proof of installation be submitted to CCSD that verifies a plumber has inspected the property and efficient fixtures were already there or were installed by close of escrow. Consider expanding this measure to include "change of account" compliance which would then include rental properties.	1.89
21	Conservation Pricing	All	Conduct a Water Rate Study to consider the feasibility to further enhance and adjust the existing tiered rates to further encourage conservation. Goal would be to implement an updated pricing structure designed to lower consumption. Rate design may need to be more aggressive (steeper inclining volumetric charges) to be in compliance with CUWCC BMP 1.4 (see www.cuwcc.org).	11.26
22	Hot Water Circulating Pumps	SF	CCSD will provide one no-cost hot water circulating system to homeowners upon request. Homeowner's assume all responsibility for costs and installation. Unit reduces wait time for hot water to 20 seconds or less at the retrofitted fixture.	9.11

Abbreviations:

SF = Single Family
 MF = Multifamily
 VR = Vacation Rental
 COM = Commercial (all types)
 OTH = Other Utility and Misc)
 System = Distribution System

AMR = Automatic Meter Reading
 AFY = acre-feet per year
 CUWCC = California Urban Water Conservation Council
 BMP = Best Management Practice

7.2 Perspectives on Benefits and Costs

The determination of the economic feasibility of water conservation programs involves comparing the costs of the programs to the benefits provided. This analysis was performed using the California Urban Water Conservation Council endorsed Decision Support System (DSS) Model developed by Maddaus Water Management. The DSS Model calculates savings at the end-use level; for example, the model determines the amount of water a toilet rebate program saves in daily toilet use for each single family account.

Present value analysis using constant 2012 dollars and a real discount rate of 3% is used to discount costs and benefits to the base year. From this analysis, benefit-cost ratios of each measure are computed. When measures are put together in programs, the model is set up to avoid double counting savings from multiple measures that act on the same end use of water. For example, multiple measures in a program may target toilet replacements. The model includes assumptions to apportion water savings between the multiple measures.

Economic analysis can be performed from several different perspectives, based on which party is affected. For planning water conservation programs for utilities, the perspectives most commonly used for benefit-cost analyses are the “utility” perspective and the “community” perspective. The “utility” benefit-cost analysis is based on the benefits and costs to the water provider. The “community” benefit-cost analysis includes the utility benefit and costs together with account owner/customer benefits and costs. These include customer energy and other capital or operating cost benefits plus costs of implementing the measure, beyond what the utility pays.

The utility perspective offers two advantages. First, it considers only the program costs that will be directly borne by the utility. This enables the utility to fairly compare potential investments for saving versus supplying more water. Second, because revenue shifts are treated as transfer payments, which means program participants will have lower water bills and non-participants will have slightly higher water bills so that Cambria CSD revenue needs continue to be met. Therefore, the analysis is not complicated with uncertainties associated with long-term rate projections and retail rate design assumptions. It should be noted that there is a significant difference between the utility’s savings from the avoided cost of procuring water and the reduction in retail revenue that results from reduced water sales due to conservation. This budget impact occurs slowly, and can be accounted for in water rate planning. Because it is the water provider’s role in developing a conservation plan that is paramount in this study, the utility perspective was primarily used to evaluate elements of the plan.

The community perspective is defined to include the utility and the customer costs and benefits. Costs incurred by customers striving to save water while participating in conservation programs are considered, as well as the benefits received in terms of reduced energy bills (from water heating costs) and wastewater savings, among others. Water bill savings are not a customer benefit in the aggregate for reasons described above. Other factors external to the utility, such as environmental effects, are often difficult to quantify, are not necessarily under the control of the utility. They are therefore frequently excluded from economic analyses, including this one.

7.3 Present Value Parameters

The time value of money is explicitly considered. The value of all future costs and benefits is discounted to the first year in the DSS Model (the base year, which in this case is 2012), at the real interest rate of 3.0%. The DSS Model calculates this real interest rate, adjusting the current nominal interest rate

(assumed to be approximately 6.1%) by the assumed rate of inflation (3.0%). Cash flows discounted in this manner are herein referred to as “Present Value” sums.

7.4 Assumptions about Measure Costs

Costs were determined for each of the measures based on industry knowledge, past experience and data provided by the Cambria CSD. Costs may include incentive costs, usually determined on a per-participant basis; fixed costs, such as marketing; variable costs, such as the costs to staff the measures and to obtain and maintain equipment; and a one-time set-up cost. The set-up cost is for measure design by staff or consultants, any required pilot testing, and preparation of materials that will be used in marketing the measure. The model was run for 30 years, (each year between 2012 and 2042) to encompass the 10-year conservation planning period of 2012 to 2020. Costs were spread over the time period depending on the length of the implementation period for the measure and estimated voluntary customer participation levels.

Lost revenue due to reduced water sales is not included as a cost because the conservation measures evaluated herein generally take effect over a span of time that is sufficient to enable timely rate adjustments, if necessary, to meet fixed cost obligations.

7.5 Assumptions about Measure Savings

Data necessary to forecast water savings of measures include specific data on water use, demographics, market penetration, and unit water savings. Savings normally develop at a measured and predetermined pace, reaching full maturity after full market penetration is achieved. This may occur three to seven years after the start of implementation, depending upon the implementation schedule. For every conservation activity or replacement with more efficient devices, there is a useful life. The useful life is called the “Measure Life” and is defined to be how long conservation measure stays in place and continues to save water. It is assumed that measures implemented because of codes, standards or ordinances, like toilets for example, would be “permanent” and not revert to an old inefficient level of water use if the device needed to be replaced. However, some measures that are more behavioral based like residential surveys are assumed to need to be repeated on an ongoing basis to retain the water savings (e.g., homeowners move away and new homeowners may have less efficient water using practices around the home). Surveys typically have a measure life on the order of five years.

7.6 Assumptions about Avoided Costs

The main source of water for the Cambria CSD is pumped groundwater. The variable cost of pumping was estimated by the CSD and includes such items as energy and chemicals. The estimated cost was \$200,000 per year, which for the current levels of pumping is \$258 per million gallons pumped or \$775 per acre-foot pumped. Eventually avoided costs may be higher if a more expensive new source of water is developed. For this analysis, a conservative assumption was made that the avoided costs would be based on the current cost of pumping groundwater.

7.7 Measure Assumptions including Unit Costs, Water Savings, and Market Penetrations

Appendix B includes the assumptions used in the DSS Model to evaluate the water conservation measures selected by the Cambria CSD. Assumptions regarding the following variables were made for each measure:

- Targeted Water User Group; End Use – Water user group (e.g., single-family residential) and end use (e.g., indoor or outdoor water use).

- Utility Unit Cost – Cost of rebates, incentives, and contractors hired (by the utility) to implement measures.
- Retail Customer Unit Cost – Cost for implementing measures that is paid by retail customers (i.e., the remainder of a measure’s cost that is not covered by a utility rebate or incentive).
- Utility Administration and Marketing Cost – The cost to the utility for administering the measure, including consultant contract administration, marketing, and participant tracking. The mark-up is sufficient (in total) to cover local agency conservation staff time and general expenses and overhead.

The unit costs vary according to the type of customer account and implementation method being addressed. For example, a measure might cost a different amount for a residential single family account, than a residential Multi-family account, and for a rebate versus an ordinance requirement or a direct installation implementation method. Typically water utilities have found there are increased costs associated with achieving higher market saturation, such as more surveys per year. The model calculates the annual costs based on the number of participants each year. The general formula for calculating annual utility costs is:

$$\text{Annual Utility Cost} = \text{Annual market penetration rate} \times \text{total accounts in category} \times \text{unit cost per account} \times (1 + \text{administration and marketing markup percentage})$$

$$\text{Annual Customer Cost} = \text{Annual number of participants} \times \text{unit customer cost}$$

$$\text{Annual Community Cost} = \text{Annual utility cost} + \text{annual customer cost}$$

7.8 Comparison of Individual Measures

Table 7-3 presents how much water the measures would save over 30 years, how much they would cost, and what cost of saved water per unit volume *if the measures were implemented on a stand-alone basis (i.e. without interaction or overlap from other measures that might address the same end use(s))*. Savings from measures which address the same end use(s) are not additive. The model uses impact factors to avoid double counting in estimating the water savings from programs of measures. For example, if two measures are planned to address the same end use and both save 10% of the prior water use then the net effect is not the simple sum (20%). Rather it is the cumulative impact of first measure reducing the use to 90% of what it was without the first measure in place and then reducing the use another 10% to result in the use being 89% of what it was originally. In this example the net savings is 19%, not 20%. Using impact factors the model computes the reduction as follows $0.9 \times 0.9 = 0.89$ or 19% water savings.

Since interaction between measures has not been accounted for in Table 7-2, it is not appropriate to include totals at the bottom of the table. However, the table is useful to give a close approximation of the cost effectiveness of each individual measure.

Cost categories are defined below:

- Utility Costs - those costs that the Cambria CSD as the water utility would incur to operate the Water Conservation Program, including administrative costs.
- Utility Benefits - the avoided cost of purchasing water at the identified rate of \$775 per AF.
- Customer Costs - those costs customers would incur to implement a measure in the Cambria CSD’s Conservation Program and maintain its effectiveness over the life of the measure.
- Customer Benefits - the savings other than from reduced water/sewer utility bills, such as energy savings resulting from reduced use of hot water. Reduced water and sewer bills are not included

because they are a transfer payment among water users and any lost revenue would be made up with an overall rate increase. Conservation program participants would see lower water and sewer bills but overall there would be no net customer benefit.

- Community Costs and Benefits - Community Costs and Benefits include Utility Costs plus Customer Costs, and Utility Benefits plus Customer Benefits, respectively.

The column headings in Table 7-2, as well as those used later in Table 8-4, are defined as follows:

- Present Value of Utility and Community Costs and Benefits (\$) = the present value of the 30-year time stream of annual costs or benefits, discounted to the base year.
- Utility Benefit-Cost ratio = PV of Utility Costs divided by PV of Utility Benefits over 30 years.
- Community Benefit-Cost ratio = PV of Utility Benefits plus PV of customer energy savings) divided by (sum of PV of Utility Costs plus PV of Customer Costs), over 30 years
- First Year Cost to Utility (\$) = the sum of the annual Utility Costs for the years 2013 to 2017.
- Utility Cost of Water Saved per Unit Volume (\$/AF) = PV of Utility Costs over 30 years divided by the 30-Year Water Savings. This value is compared to the utility's avoided cost of water as one indicator of the cost effectiveness of conservation efforts. It should be noted that the value somewhat undervalues the cost of savings because program costs are discounted to present value and the water benefit is not.

Table 7-2: Estimated Conservation Measure Costs and Savings

**Cambria, California
Conservation Measure Costs and Savings**

Measure Name	Present Value of Water Utility Benefits	Present Value of Water Utility Costs	Water Utility Benefit to Cost Ratio	First Five Years Total Utility Costs	Average Annual Utility Costs (2013-2018)	Water Savings in Year 2020 (AFY)	Cost of Savings per Unit Volume (\$/AF)	Program
NRW Measure Model	\$99,879	\$565,925	0.18	\$205,000	\$41,000	7.6	\$2,557	A
AMR Conservation Benefits	\$35,128	\$152,165	0.23	\$121,083	\$24,217	2.8	\$2,021	A
Public Information, Regional Outreach, Media Campaign	\$113,346	\$313,925	0.36	\$77,280	\$15,456	8.8	\$1,250	A
Single Family Water Surveys	\$75,944	\$326,482	0.23	\$80,371	\$16,074	6.0	\$1,985	A
Multifamily Surveys	\$3,287	\$35,641	0.09	\$8,774	\$1,755	0.3	\$5,012	B
High Efficiency Showerhead Giveaway	\$90,782	\$10,588	8.57	\$11,570	\$2,314	7.2	\$54	A
High Efficiency Toilet (HET) Rebates	\$23,456	\$35,164	0.67	\$36,762	\$7,352	1.9	\$676	A
High Efficiency Toilet and / or Urinal Exchange Day (Niagara Program)	\$7,393	\$28,663	0.26	\$30,867	\$6,173	0.6	\$1,777	C
School Building Retrofit	\$24,825	\$72,519	0.34	\$66,677	\$13,335	2.0	\$1,358	C
Require Irrigation and Landscape Upgrades	\$6,188	\$3,323	1.86	\$2,336	\$467	0.5	\$251	A
Require Fixture Replacement by a Deadline	\$37,497	\$10,900	3.44	\$11,910	\$2,382	3.0	\$134	A
Require Multi Family Submetering on New Accounts	\$1,724	\$8,656	0.20	\$6,085	\$1,217	0.1	\$2,354	C
Non regenerative Water Softeners Incentives	\$74,153	\$196,356	0.38	\$96,583	\$19,317	5.9	\$1,235	C
Large Meter Replacement and Leak monitoring	\$29,976	\$65,275	0.46	\$32,107	\$6,421	2.4	\$1,016	A
Prohibit Water Waste and Practices	\$2,974	\$148,533	0.02	\$34,897	\$6,979	0.2	\$22,701	C
High Efficiency Washer Rebate	\$95,942	\$679,123	0.14	\$540,403	\$108,081	8.4	\$3,327	B
CII Surveys and Top 25 Users Program	\$60,810	\$116,775	0.52	\$93,750	\$18,750	4.9	\$896	A
High Efficiency Urinal Rebate (<0.25 gallon)	\$11,713	\$9,310	1.26	\$7,409	\$1,482	1.0	\$374	A
Focused Water Audits for Hotels/Motels	\$45,607	\$116,775	0.39	\$93,750	\$18,750	3.6	\$1,195	B
Toilet Retrofit on Resale or Name Change on Water Account	\$23,176	\$19,951	1.16	\$17,987	\$3,597	1.9	\$395	A only
Pricing Measure Model	\$165,154	\$314,289	0.53	\$90,000	\$18,000	11.3	\$853	B
Hot Water Recirculator	\$113,672	\$199,059	0.57	\$183,025	\$36,605	9.1	\$815	B

8. RESULTS OF CONSERVATION PROGRAM EVALUATION

8.1 Selection of Measures for Programs

The following section provides a summary of which measures are included in each of the three alternative programs. The three packages are designed to illustrate a range of various measure combinations and resulting water savings.

8.2 Menu of Water Use Efficiency Alternative Programs (Programs A to C)

These programs are not intended to be rigid programs but rather to demonstrate the range in savings that could be generated if selected measures were run together. In this step MWM accounts for a percent overlap in water savings (and benefits) and estimates combined savings and benefits from programs or packages of measures.

A description of each program evaluated follows.

Program A – Existing/Planned in UWMP

Savings for the “Existing Program” include the measures that are being run now or are planned to be run according to the UWMP. For the Cambria CSD this includes the following 11 measures:

- Reduce System Water Losses
- Use Automatic Meter Reading System to Identify Customer Leaks
- Public Information and School Education (includes conservation coordinator staff support)
- Single Family Surveys
- Showerhead Giveaway
- High Efficiency Toilet Rebates
- High Efficiency Urinal Replacement
- Fixture Replacement by ordinance
- CII Surveys
- Large Meter Replacement
- New Home Irrigation Upgrades

Program B – “Recommended Program”

Savings for the “Program B” include the additional measures that are generally cost-effective and save significant amounts of water. Program B includes all measures in Program A plus four additional measures:

- Multi-family Surveys
- High Efficiency Washing Machine Rebates
- Conservation Pricing
- Circulating Hot Water System Incentive

Program C – “All Measures Modeled”

Program C includes 21 measures evaluated, so it is the “maximum” conservation program. It includes Programs A plus the four added measures from Program B and six additional measures:

- High Efficiency Toilet and Urinal Exchange
- School Retrofit
- Multi-family Submetering
- Regenerative Water Softener Removal Rebate
- Implement CCSD Municipal Code to Prohibit Irrigation Water Waste
- Hotel/Motel Water Audits

The only measure evaluated but not included in any program was the “Toilet Retrofit on Resale or Account Change” due to “Fixture Replacement by Ordinance” being selected that has overlapping benefits and saves more water.

Figure 8-1 shows annual water demand with no conservation, plumbing code only, and the three program scenarios. Table 8-1 shows the estimated water savings in 5 year increments for all three programs. The savings in Table 8-2 are just from the conservation programs alone and do not include the plumbing code savings.

As discussed in Section 4, the demand values shown are based on a 1% annual growth rate between 2012 and 2020. The starting point for Figure 8-1 is based on the three year (2006-2008) average production, where 733 AFY includes consumption and non-revenue water of 7.6% of production (and is slightly higher than actual demand in 2012 of 724 AFY).

Figure 8-2 and Table 8-2 depict the projected average daily per residential indoor capita water use and how it could be affected by each conservation program. The per capita values in the figure are calculated from the total water production and divided by the projected population for each given year.

Figure 8-1: Water Demand Projections with Water Use Efficiency Program Savings

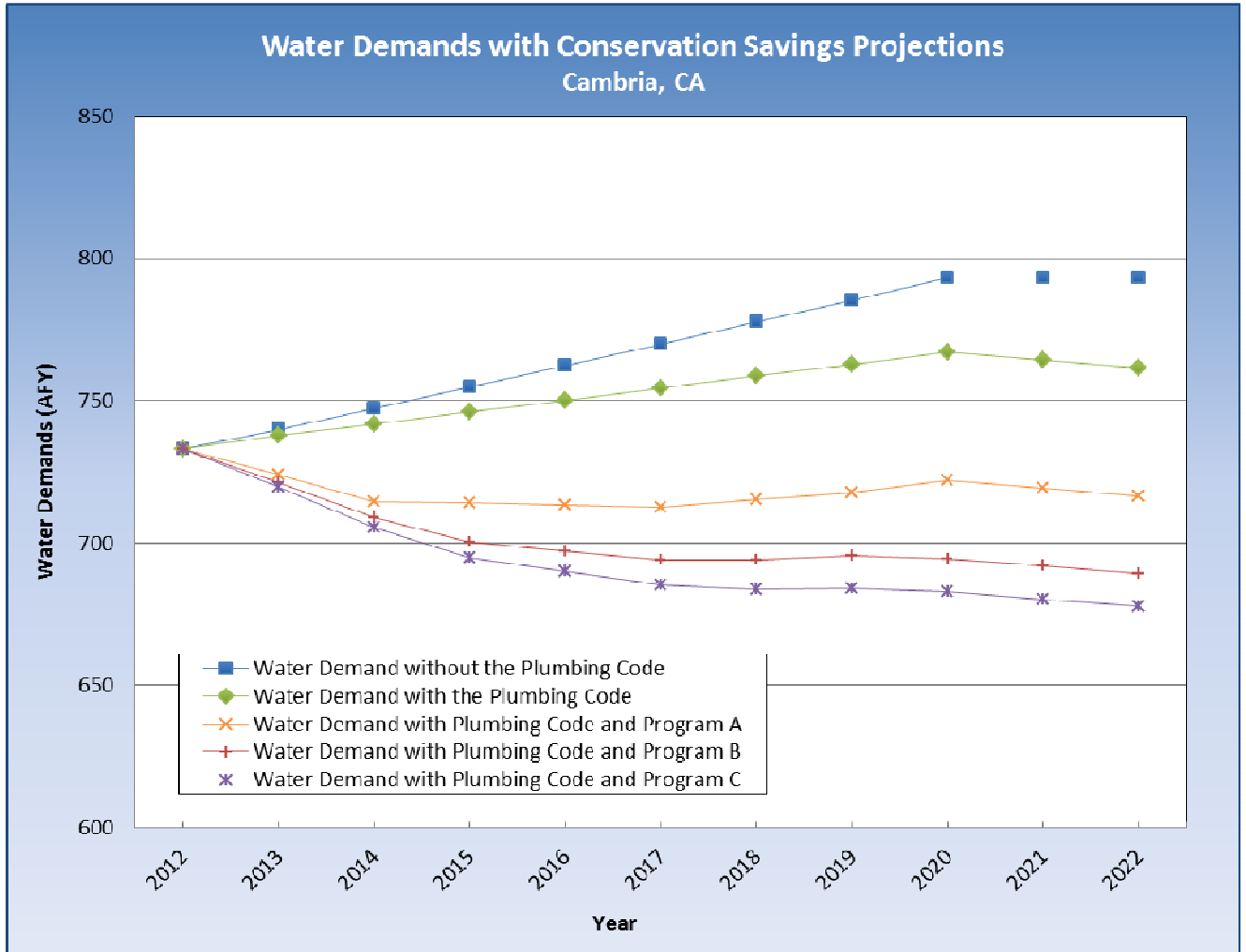


Table 8-1: Long Term Conservation Program Projected Water Savings

Long Term Conservation Program Water Savings Cambria, California					
Water Savings (AFY)	2015	2020	2025	Water Utility	Community
				Benefit to Cost Ratio	Benefit to Cost Ratio
Program A	32	45	45	0.35	0.33
Program B	46	73	71	0.33	0.34
Program C	51	84	83	0.32	0.32

Figure 8-2: Projected Per Capita Residential Indoor Use Reduction with Estimated Conservation Savings

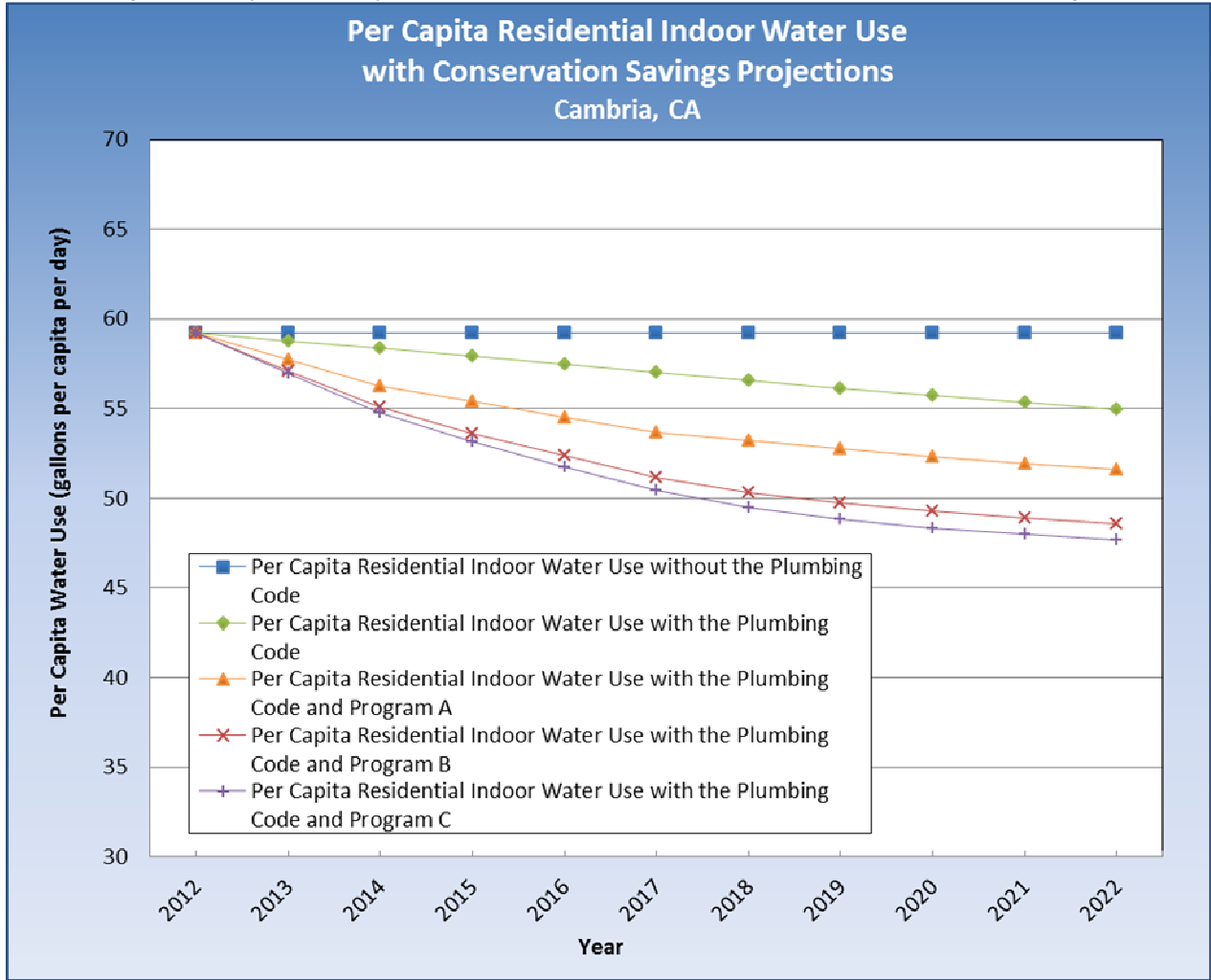
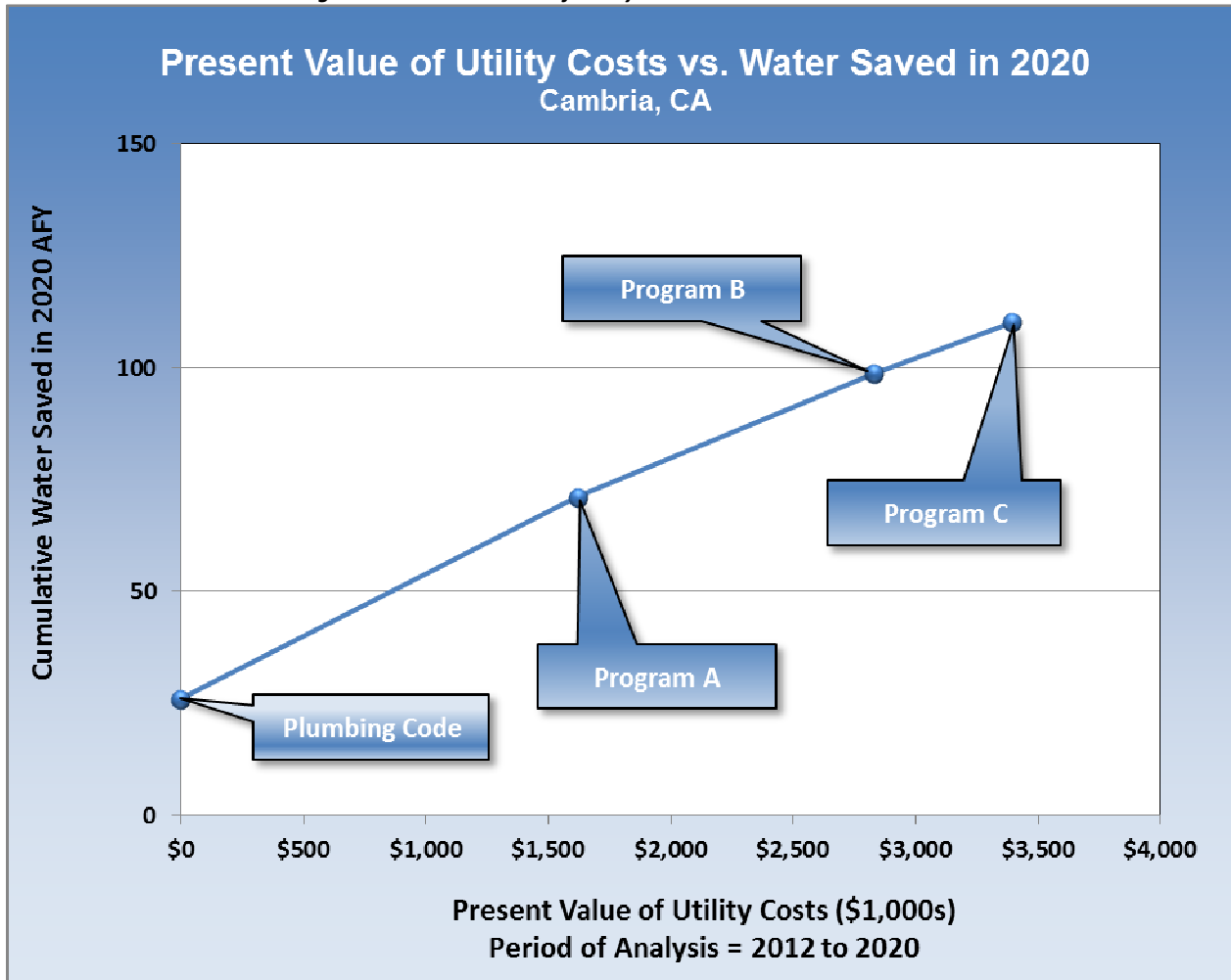


Table 8-2: Projected Per Capita Residential Indoor Use Reduction with Estimated Conservation Savings

Residential Indoor Per Capita Water Use (gcd)	2015	2020	2025
Per Capita Residential Indoor Water Use without the Plumbing Code	59.21	59.21	59.21
Per Capita Residential Indoor Water Use with the Plumbing Code	57.92	55.71	53.98
Per Capita Residential Indoor Water Use with the Plumbing Code and Program A	55.38	52.34	50.66
Per Capita Residential Indoor Water Use with the Plumbing Code and Program B	53.60	49.26	47.74
Per Capita Residential Indoor Water Use with the Plumbing Code and Program C	53.13	48.33	46.81

Figure 8-3 illustrates how marginal returns change as more money is spent to achieve water savings. As the figure shows the cost versus saving curve is changing lesser slope from Program B to C. This means that the added cost of going from B to C will save less water per unit expenditure. The decision on which program is appropriate for Cambria CSD is dependent on many factors.

Figure 8-3: Present Value of Utility Costs vs. Water Saved in 2020



Tables 8-3 presents key evaluation statistics compiled from the DSS Model. Assuming all measures are successfully implemented, projected water savings for 2020 in AFY respectively are shown, as are the costs of achieving this reduction.

Cost of water saved is presented two ways: for the utility and the total community (customer plus utility).

Detailed statistics on the utility costs are expressed two ways:

- Total present value over up to the 30-year period (annual estimated costs of the doing the conservation program over time put into today’s dollars); and
- The cost of water saved (present value of costs of the conservation program over time divided by the water saved).

These cost parameters are derived from the estimated annual utility, customer and community costs. Program costs for each program A, B and C are presented in Table 8-3.

The plumbing code is an additional savings that could be added on top of the water savings shown in Table 8-1. This allows the plumbing code savings percent and water savings in AFY shown in Table 4-4 to be additive, such that the total conservation program savings in AFY and percentages of total production can be shown in Table 8-3.

Table 8-3: Comparison of Program Estimated Costs and Water Savings in 2020

Comparison of Conservation Program Costs and Savings Cambria, California								
Conservation Program	Water Utility Benefit-Cost Ratio	Community Benefit-Cost Ratio	2020 Water Savings (MGD)	2020 Water Savings (AFY)	Total Water Savings as a Percentage of	Present Value of Water Utility Costs	Annual Average Water Utility Cost in First Five Years (2013 - 2017)	Water Utility Cost of Water Saved (\$/AF)
					Total Production in 2020			
Without the Plumbing Code	NA	NA	0.00	0.00	0.00%	NA	NA	NA
With the Plumbing Code	NA	NA	0.02	26.16	3.41%	NA	NA	NA
Plumbing Code plus Program A	0.35	0.33	0.064	71.26	9.29%	\$1,620,732	\$142,265	\$1,296
Plumbing Code plus Program B	0.33	0.34	0.088	98.72	12.87%	\$2,828,761	\$302,323	\$1,392
Plumbing Code plus Program C	0.32	0.32	0.098	110.29	14.38%	\$3,396,958	\$379,561	\$1,449

Notes:

- Present Value is determined using an interest rate of 3%
- Present Value of Water Utility Cost based on annual costs (or benefits) over a 30-year period discounted to today's dollars.
- Cost of water saved is present value of water utility cost divided by total 30-year water savings.
- % water saved refers to the demand without the plumbing code
- Total water savings in 2020 as a percent of production is relative to no plumbing code production
- Conversion 1 MGD is equal to 1120 AFY

9. RECOMMENDED PLAN

This section presents an overview of the recommended conservation plan for the Cambria Community Services District service area. The recommended plan includes several elements: (1) how the plan was selected from the alternatives presented in Section 8; (2) a more detailed description of the components including goals; (3) overall benefits of the plan; and (4) recommended next steps.

9.1 Selection Criteria and Process

The recommended plan was presented at a regularly scheduled Cambria CSD Board meeting held January 17, 2013. MWM presented the results of the evaluation of water conservation issues and options for Cambria CSD.

This activity brought the Board to a common level of understanding of water conservation issues for Cambria CSD. MWM also explained the various conservation program options that they had prepared for the Cambria CSD.

Decision criteria were reviewed with the group and were as follows:

- Cost-Effectiveness
- Water Savings
- Ease of Implementation
- Availability of Technology
- Average Annual Cost

9.2 Description of Recommended Plan

The recommended plan is to begin to implement Program B and after a few years consider expanding the plan to encompass Program C. The recommended plan's 16 measures are listed below.

Recommended Measures in the Plan

1. Reduce System Water Losses
2. Use Automatic Meter Reading System to Identify Customer Leaks
3. Public Information and Education
4. Single Family Surveys
5. Showerhead Giveaway
6. High Efficiency Toilet Rebates
7. High Efficiency Urinal Replacement
8. Fixture Replacement by ordinance
9. CII Surveys
10. Large Meter Replacement
11. Irrigation Upgrades

12. Multifamily Surveys
13. High Efficiency Washing Machine Rebates
14. Conservation Pricing
15. Implement CCSD Municipal Code to Prohibit Irrigation Water Waste
16. Hot Water Recirculation Incentive

9.3 Projected Water Savings of Plan

The Cambria CSD's service area has a relatively high portion of residential water use. Consequently, residential conservation programs produce the most savings. The Cambria CSD's service area is not an intense commercial area, and as a result the conservation potential in the commercial sector is less. Overall conclusions are:

- The Plan (Program B) without the plumbing Code is estimated to save approximately 70acre-feet by the year 2020. The benefit-cost ratio of the plan is less than 1.0 when compared to the current cost of pumping groundwater. However, Cambria has water supply constraints, so comparing the cost of conservation to the cost of the current supply may not be appropriate.
- Total savings from Program B is 10 percent (without the plumbing code) in 2020.
- The average cost of water saved for the plan from the utility standpoint (as shown on Table 8-4) is \$1,400 per AF.
- The cost for the conservation measures could be largely funded by the builders of the new homes.

9.6 Estimated Implementation Budget

The cost to Cambria CSD to implement the recommended plan is approximately \$300,000 per year of additional budget and includes additional staff time, materials, rebates, giveaways, etc.

This budget was developed as part of the DSS Model evaluations for level of activity by year. The opportunities for State grants or cost sharing partnership with other County utilities or other means for lowering the cost of a conservation measure would lower the budgetary needs for implementation. The Cambria CSD should develop a detailed annual work plan, and use the DSS Model to monitor progress on demand reductions; along with updates to the implementation cost estimates and associated budgets on an annual basis.

9.7 Monitoring Progress

Each year a progress update will be used to analyze the progress on meeting the Plan targeted water savings. It will be imperative to track activities and also water demand to understand the level of progress being made in meeting overall targets.

9.8 Challenges Ahead and Recommended Next Steps

Successful implementation of the Plan will require a significant increase in efforts on the part of the Cambria CSD. Many new conservation measures will be employed and high participation rates are needed to achieve Plan goals. At current staffing and budget levels Cambria CSD would have difficulty

implementing such an aggressive conservation program. Additional resources are needed.

Recommendations to assist with implementation include the following next steps:

- Budget an additional \$300,000 per year to cover the added cost of implementing this plan.
- Recover the costs by adjusting the current points program as needed or consider charging extra for new water meters to pay for the plan.
- Prioritize measures for implementation with those that contribute the most to meeting water saving targets given highest priority for implementation.
- Consider working with the largest water using customers to try to reduce water use as described in section 3.
- Develop an Implementation Plan that describes exactly how the plan measures will be implemented.
- Develop an annual work plan for each plan year as soon as budget is adopted (or in concert with budget planning process).
- Update codes and ordinances, as necessary.
- Form partnerships and apply for grants where appropriate.
- Contract if needed to gain enough staff support to help administer or accelerate the new program measures.
- Maintain the Cambria CSD Staff Conservation Working Group to guide the implementation.
- Develop analytical tools to track water use by customer class and overall water use reductions adjusted for the weather and external factors.
- Set up a database to store and manage measure participation, cost and other data to gauge successes and failures.
- Use the tools annually to help decide on priorities for the next plan year.
- Use the DSS Model to annually update the plan including actual measure participation, projected water savings and expected per capita water use reductions to ensure plan is on track to meet 2020 targets.
- Use the input from the Cambria CSD Staff Working Group and annual work planning process as the forum to amend the plan, budgets, staffing, contracting, schedule etc. to stay on track.

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Appendix A - Water Conservation Measures Considered for Evaluation

Screened Water Conservation Measures as of August 29, 2012										
Key to Categories: SF – Single Family, MF – Multi-family, CII – Commercial, Industrial and Institutional, All – All of the Above, System – Utility’s Distribution System, IRR - Dedicated Irrigation Meter; CCSD - Cambria Community Services District										
Key to Topical Area: W – Water Loss (CCSD), I – Indoor Use, P – Peaking Demand (Outdoor), I, P – Both Indoor and Peaking Demand (Outdoor)										
Recommendation #	Measure	Key Commitments to CUWCC or Other Agencies	Measure			Ranking Criteria and Score (0 to 5) (0 = poor; 5 = excellent)				Pass, Yes/No
	Device or Program		Equipment or Program Type	Applicable Category	Measure Description	Technology/Market Maturity	Feasibility for CCSD to Implement	Customer Acceptance/Equity	Total Score	
1	Prohibit Water Waste and Practices	Existing CUWCC Foundational BMP 1.1	Ordinance	ALL	Enforce ordinance that prohibits the waste of water with penalties for failure to repair leaks in a timely manner or include penalties for any leaks. Water savings estimate will be made based on prior years enforcement activities.	5	5	4	14	Yes
2	Water Loss Control Program	CUWCC Foundational BMP 1.2 - Assume combine with other Water Loss measures	Water Loss	System	Implement AWWA Manual M36 Methodology. (1) Use System Audit to track annually Infrastructure Leakage Index (ILI) Progress. Goal to lower the (ILI) and non-revenue water every year by pre-determined amount based on cost-effectiveness. (2) Analyze and Address Apparent Losses (i.e. data for billing system errors, and address meter testing and repair/replacement to insure more accurate meter reads and revenue collection). (3) Covers current efforts to address Real Losses (i.e. find and repair leaks in the distribution system to reduce real water loss and take other actions. Leak repairs would be handled by existing crews. After completing first system audit set a goal, such as "reduce nonrevenue water from 8 to 7% of production over 5 years".	5	5	5	15	Yes
3	AMR Conservation Benefits	Supporting CUWCC Foundational BMP 1.3.	AMR	ALL	Use the AMR capability to identify accounts with continuous flow. Notify those accounts with a monthly usage above a certain level of the possibility of a leak on their side of the meter. Follow up with those customers and help them identify leaks. Provide a penalty charge if leak is not fixed within 30 days. Consider offering an adjustment (reduction) on their water bill if they fix the leak before the next meter reading.	5	5	5	15	Yes
5	Public Information, Regional Outreach, Media Campaign	Existing CUWCC Foundational BMP 2	Public Education	SF Indoor, Outdoor, All	Public education used to raise awareness of conservation measures available to customers. Coordinate with other coastal water agencies and use various methods to teach customers about efficiency measures. Include speakers to community groups, educational material, conservation website, radio, TV spots, demonstration gardens, etc. Refine and develop media messages, social marketing plan that will use public input to assist in changing attitudes.	5	5	5	15	Yes
6	Efficient Outdoor Use Outreach, Education and Training Programs for homeowners, property managers, landscape maintenance workers	CUWCC Foundational BMP 2	Public Education on Efficient Landscape Watering	SF/MF Outdoor	CCSD to offer, organize and sponsor a series of educational workshops or other means for educating homeowners and those in landscaping in efficient landscaping and irrigation principles. Utilize guest speakers, native demonstration gardens, incentives, such as a nursery plant coupon.				0	No

Recommendation #	Measure	Key Commitments to CUWCC or Other Agencies	Measure			Ranking Criteria and Score (0 to 5) (0 = poor; 5 = excellent)				Pass, Yes/No
	Device or Program		Equipment or Program Type	Applicable Category	Measure Description	Technology/Market Maturity	Feasibility for CCSD to Implement	Customer Acceptance/Equity	Total Score	
7	Single Family Water Surveys	CUWCC BMP 3.1 & 3.2	SF Equipment	SF Indoor / Outdoor	Implement indoor and outdoor water surveys for existing single-family residential customers. Normally those with high water use are targeted and provided customized water saving information, tips and tools. Eligible accounts could be about 1,000 (top 25%).	5	5	5	15	Yes
8	Multifamily Surveys	CUWCC BMP 3.1 & 3.2	MF Equipment	MF Indoor	Organize and implement water surveys for existing multifamily residential customers (4 units or more). Target those with high water use and provide a customized report to owner. Less than 70 units would be eligible.	5	5	5	15	Yes
9	High Efficiency Showerhead Giveaway	Sunseted old CUWCC BMP 2.	Showerhead	SF MF CII	CCSD to buy low flow showerheads (1.5 gpm) in bulk and distribute them with water surveys and community events. Target higher user and older homes (pre-1992) and full-time occupancy.	5	5	5	15	Yes
11	High Efficiency Toilet (HET) Rebates	CUWCC BMP 3.4. And New State Law AB 715 after 2014.	Toilet	SF/MF Indoor	Provide a rebate for the high efficiency toilet (HET). HET's are defined as any toilet flushing at 1.28 gpf or less and include dual flush technology. Rebate amounts would be at least \$100 and more if flush volume was less than 1.28 gpf such as 0.8 gpf.	5	5	5	15	Yes
12	High Efficiency Toilet and / or Urinal Exchange Day (Niagara Program)	CUWCC BMP 3.4. And New State Law AB 715 and SB 407	Toilet	ALL	In lieu of toilet rebate program -CCSD could instead buy toilets and urinals in bulk and give them away or sell them at a discounted price for customers who want to replace 3.5 gallons/flush toilet or more than one gallon/flush urinal. Alternatively they could run the Niagara City Smart Program (funded by CCSD, run by a contractor) that involves giving homeowners a high efficiency toilet, 1.5 gpm showerhead and 1.5 gpm faucet aerator.	5	5	5	15	Yes
13	CII Surveys and Top 25 Users Program	Supports new CUWCC BMP 4 that requires savings be met. Need supporting surveys.	CII Equipment	CII Indoor / Outdoor	All CII customers would be offered a free water survey that would evaluate ways for the business to save water and money. The CII surveys would be for large accounts (accounts that use more than a significant amount of water per day) such as hotels, restaurants, stores, laundries, and schools. Emphasis will be on supporting the high water users including an analysis of who the high water users are (e.g., large motels, etc.).	5	5	4	14	Yes
14	Focused Water Audits for Hotels/Motels	Include with CUWCC BMP 4	CII Equipment	CII Indoor / Outdoor	Continue to provide free water audits to hotels and motels; standardize service offered to reduce costs. Included would be bathrooms, kitchens, landscaping, and irrigation systems and schedules.	5	5	3	13	Yes

Recommendation #	Measure		Measure			Ranking Criteria and Score (0 to 5) (0 = poor; 5 = excellent)				Pass, Yes/No
	Device or Program	Key Commitments to CUWCC or Other Agencies	Equipment or Program Type	Applicable Category	Measure Description	Technology/Market Maturity	Feasibility for CCSD to Implement	Customer Acceptance/Equity	Total Score	
15	School Building Retrofit	Include with CUWCC BMP 4	CII Equipment	CII Indoor / Outdoor	School retrofit program wherein school receives a grant to replace fixtures and upgrade irrigation systems. Pattern after MWD of Southern California Program. Would need to limit to a pre-determined number of schools annually.	5	5	5	15	Yes
16	High Efficiency Urinal Rebate (<0.25 gallon)	Supports CUWCC BMP 4	Urinals	Existing CII Indoor	Provide a rebate for high efficiency or waterless urinals to existing high use CII customers (such as restaurants).	5	5	4	14	Yes
17	Irrigation Water Surveys	CUWCC BMP 5.	Irrigation	CII Outdoor	All public and private irrigators of landscapes would be eligible for free landscape water surveys upon request. Normally those with high water use would be targeted and provided a customized report. Assume 10 percent of large turf areas are surveyed per year.				0	No
18	Irrigation Water Budgets	CUWCC BMP 5.	Irrigation	IRR Outdoor	Irrigators of landscapes with separate irrigation account (meter) use would receive a monthly or bi-monthly irrigation water use budget.				0	No
20	Rain Sensors	Potential. Inexpensive device.	Irrigation	ALL/ IRR	Provide a rain sensor shut-off device for an existing large landscape irrigation controller.	0	0	0	0	No
21	Weather Adjusting Smart Irrigation Controllers	Required on new buildings per Cal Green	Irrigation	SF	Provide incentive for weather adjusting "smart" irrigation controllers for new homes only as per Cal Green Code.	0	0	0	0	No

Recommendation #	Measure	Key Commitments to CUWCC or Other Agencies	Measure			Ranking Criteria and Score (0 to 5) (0 = poor; 5 = excellent)				Pass, Yes/No
	Device or Program		Equipment or Program Type	Applicable Category	Measure Description	Technology/Market Maturity	Feasibility for CCSD to Implement	Customer Acceptance/Equity	Total Score	
22	Weather Adjusting Smart Irrigation Controllers	Required on new buildings per Cal Green	Irrigation	CII	Provide incentive for weather adjusting "smart" irrigation controllers for new homes only as per Cal Green Code.	0	0	0	0	No
23	Require Fixture Replacement by a Deadline	Combine with New Ordinance update (measure 24). Make a part of CUWCC BMP 3.5	Ordinance	ALL	When pulling a permit with remodel, CCSD would pass an ordinance that requires homeowners and businesses to bring fixtures up to efficient standard by a fixed date at their own expense.	5	5	5	15	Yes
24	Toilet Retrofit on Resale or Name Change on Water Account	CUWCC BMP 3.4. And New State Law AB 715	Toilet	ALL	Work with the real estate industry to require a certificate of compliance / proof of installation be submitted to CCSD that verifies a plumber has inspected the property and efficient fixtures were already there or were installed at the time of sale; require submittal within certain time frame such as 90 days of the sale. (Model after Utility of Los Angeles and San Diego or Utility of Santa Cruz). Coordinate with new CA law SB 407 but require fixture upgrades rather than notifying new owner of the presence of inefficient fixtures.	5	4	3	12	Yes
25	Require Multi Family Submetering on New Accounts	Expensive for owner.	Ordinance	New MF Indoor	Require the metering of individual units in new multi-family, condos, townhouses, mobile-home parks and business centers (less than four stories and with water heater in the units). Utility administer meter read and bill program.	5	5	5	15	Yes
26	Regenerative Water Softeners Incentives				Incentive to replace. CCSD used to have an incentive. Want to move to a resin style.	5	5	5	15	Yes
27	Large Meter Replacement and leak monitoring				Need to have a similar program to AMR leak flagging on SF accounts.	5	5	5	15	Yes

Appendix B - Assumptions for Water Conservation Measures Evaluated in the DSS Model

	1	2	3	4	5
Short Name	Reduce Water Loss	AMR	Public Info	SF Surveys	MF Surveys
Measure Name	Water Loss Control Program	AMR Conservation Benefits	Public Information, Regional Outreach, Media Campaign	Single Family Water Surveys	Multifamily Surveys
Applicable Customer Classes	System	All	SF Indoor, Outdoor, All	SF VR Indoor / Outdoor	MF Indoor
		Supporting CUWCC Foundational BMP 1.3.	Existing CUWCC Foundational BMP 2	CUWCC BMP 3.1 & 3.2	CUWCC BMP 3.1 & 3.2
		AMR	Public Education	SF Equipment	MF Equipment
Customer Classes	System	SF,MF,VR	SF	SF, VR	MF
Applicable End Uses	Non Revenue Water	ALL	All	Internal and External	Internal and External
Market Penetration by End Of Program (%)		50%	100%	25%	25%
Annual Market Penetration (%)		7%	50%	5.0%	5.0%
Use Only New Accounts	FALSE	FALSE	FALSE	FALSE	FALSE
Water Use Reductions For Targeted End Uses	0.2% Reduction/year for 5 years (total 1.0	10%	2%	5%	5%
Evaluation Start Year	2013	2013	2013	2013	2013
Evaluation End Year	2019	2019	2042	2042	2042
Program Length, years	7	7	30	30	30
Measure Life, years	Permanent	Permanent	2	5	5
Saves Hot Water	FALSE	FALSE	TRUE	TRUE	TRUE
Utility Unit Cost for SF accounts, \$/unit		\$100	\$10	\$100	
Utility Unit Cost for MF accounts, \$/unit		\$100	\$0		\$200
Utility Unit Cost for non-Res accounts, \$/unit			\$0		
Customer Unit Cost. \$/SF unit		\$500	\$0		
Customer Unit Cost. \$/MF unit		\$500	\$0		
Customer Unit Cost. \$/non-Res unit		\$500	\$0		
Annual Utility Admin & Marketing Cost		30%	25%	30%	30%
SF Number of Fixtures per Account		1	1	1	1
MF Number of Fixtures per Account		1		1	1
Non-Res Number of Fixtures per Account				1	1
Affected Units	System	Account	Account	Account	Account
Notes	Costs include: \$30,000 for a leak detection survey; \$50,000 to set up a baseline monitoring program of nighttime leakage; \$50,000 to deal with the backlog of leaks found on mainlines and service connections plus \$25,000 per year for maintaining a lower level of leakage indefinitely.	Program includes customer contact and follow up concerning continuous reads. Those with leaks may get a remote reading device to track water use more closely, depending upon cost and availability from Badger meter. Customers spend \$500 to deal with identified leaks on their side of meter.			
Number of SF Accounts in 2015	NA	279	NA	124	
Number of MF Accounts in 2015	NA	103	NA		7
Number of COM Accounts in 2015	NA		NA		
Total Number of SF/VR Accts		3,912			

Notes:

RSF = Residential Single Family
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	6	7	8	9	10
Short Name	Showerhead Giveaway	HET Rebates	HET HEU Exchange	School Retrofit	Irr Upgrades
Measure Name	High Efficiency Showerhead Giveaway	High Efficiency Toilet (HET) Rebates	High Efficiency Toilet and / or Urinal Exchange Day (e.g., Niagara Program)	School Building Retrofit	Require Irrigation and Landscape Upgrades
Applicable Customer Classes	SF MF CII VR	SF/MF Indoor	ALL	CII Indoor / Outdoor	New construction only
	Sunset old CUWCC BMP 2.	CUWCC BMP 3.4. And New State Law AB 715 after 2014.	CUWCC BMP 3.4. And New State Law AB 715 and SB 407	Include with CUWCC BMP 4	CUWCC BMP 5.
	Showers, Faucets	Toilet	Toilet	CII Equipment	Irrigation
Customer Classes	SF,MF,COM,VR	SF,MF	SF,MF,COM	COM	MF,COM
Applicable End Uses	Showers, Faucets	Toilets	Toilets, Urinals	School Indoor and Outdoor use	Irrigation
Market Penetration by End Of Program (%)	14%	15.0%	5%	6%	100%
Annual Market Penetration (%)	2.0%	3.0%	0.71%	1.50%	100%
Use Only New Accounts	FALSE	FALSE	FALSE	FALSE	TRUE
Water Use Reductions For Targeted End Uses	.49,.49,.49,.25,.25,.25	53%	.53,.53,.53,.53	15%	15%
Evaluation Start Year	2013	2013	2014	2013	2013
Evaluation End Year	2017	2014	2015	2018	2042
Program Length, years	7	3	7	4	30
Measure Life, years	Permanent	Permanent	Permanent	Permanent	Permanent
Saves Hot Water	TRUE	FALSE	FALSE	TRUE	FALSE
Utility Unit Cost for SF accounts, \$/unit	\$10	\$80	\$300		
Utility Unit Cost for MF accounts, \$/unit	\$10	\$80	\$300		\$100
Utility Unit Cost for non-Res accounts, \$/unit	\$10		\$600	\$3,000	\$100
Customer Unit Cost. \$/SF unit	\$0	\$200			
Customer Unit Cost. \$/MF unit	\$0	\$200			\$500
Customer Unit Cost. \$/non-Res unit	\$0			\$3,000	\$500
Annual Utility Admin & Marketing Cost	25%	30%		30%	30%
SF Number of Fixtures per Account	2.2	2.2	2.2		
MF Number of Fixtures per Account	2.3	4.0	2.3		1
Non-Res Number of Fixtures per Account	2.2		3.3	1	1
Affected Units	Showersheads, Faucets	Toilets	Toilets,Urinals	School	Irrigation
Notes		Stop program in 2014, when new HET sales law takes effect and to avoid running out of old toilets to replace. Assume 1/3 of replacements are 1.6 gpf and 2/3 are 3.5 gpf.	Run program for two years after rebate program. Assume 1/3 of replacements are 1.6 gpf and 2/3 are 3.5 gpf.		
Number of SF Accounts in 2015	49	0	18		
Number of MF Accounts in 2015	49	0	1		1
Number of COM Accounts in 2015	3		2	3	2
Total Number of SF/VR Accts					

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	11	12	13	14	15
Short Name	Fixture Replace	MF Submetering	Water Softeners	Meter Replacement	Prohibit Waste
Measure Name	Require Fixture Replacement by a Deadline	Require Multi Family Submetering on New Accounts	Non regenerative Water Softeners Incentives	Large Meter Replacement and Leak monitoring	Prohibit Water Waste and Practices
Applicable Customer Classes	ALL	New MF Indoor	All	COM	ALL
	Combine with New Ordinance update (measure 24). Make a part of CUWCC BMP 3.5	Expensive for owner.		Supporting CUWCC Foundational BMP 1.3.	Existing CUWCC Foundational BMP 1.1
	Ordinance	Ordinance	Water Softeners	AMR	Ordinance
Customer Classes	SF,MF,COM,VR	MF	SF,MF	COM	SF,MF,COM,VR,OTH
Applicable End Uses	Toilets,Urinals,Faucets,Showers	All	Int. Leakage, Other	ALL	Leakage
Market Penetration by End Of Program (%)	6%	100%	12%	10%	25%
Annual Market Penetration (%)	0.86%	100%	2%	1%	5%
Use Only New Accounts	FALSE	TRUE	FALSE	FALSE	
Water Use Reductions For Targeted End Uses	.53,.05,.23,.53,.05,.23,.53,.53,.05,.23,.	0.1	60%	15%	5%
Evaluation Start Year	2013	2013	2013	2013	2012
Evaluation End Year	2017	2042	2019	2019	2042
Program Length, years	7	30	7	7	30
Measure Life, years	Permanent	Permanent	Permanent	Permanent	5
Saves Hot Water	TRUE	TRUE	FALSE	TRUE	FALSE
Utility Unit Cost for SF accounts, \$/unit	\$50		\$500		\$25
Utility Unit Cost for MF accounts, \$/unit	\$50	\$300	\$100		\$25
Utility Unit Cost for non-Res accounts, \$/unit	\$50		\$300	\$2,200	\$25
Customer Unit Cost. \$/SF unit	\$400		\$300		
Customer Unit Cost. \$/MF unit	\$400	\$3,000	\$300		
Customer Unit Cost. \$/non-Res unit	\$3,000		\$1,000		
Annual Utility Admin & Marketing Cost	30%	30%	25%	45%	30%
SF Number of Fixtures per Account	1		1		1
MF Number of Fixtures per Account	1	2.3	1		1
Non-Res Number of Fixtures per Account	1		1	1	1
Affected Units	Toilets,Urinals,Faucets,Showers	Meter	Water Softeners	Account	Account
	Stop program after AB 407 takes effect. Assume 1/3 of toilet replacements are 1.6 gpf and 2/3 are 3.5 gpf.		Price based on moving to a salt free system (Pelican); Pelican claims 6,500 gal/yr savings or about 10% of SF total use or 60% of other + leak end uses. http://www.pelicanwater.com/salt_free_water_softeners.php?gclid=C17090u6hLQCFcN_QgodNh0ADA	Badger meter cost for 2 inch meter. Add installation cost? All paid by CCSD? Admin cost allows for monitoring for leaks	
Notes					
Number of SF Accounts in 2015	21				124
Number of MF Accounts in 2015		1	1	49	11
Number of COM Accounts in 2015		2		3	1
Total Number of SF/VR Accts					

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	16	17	18	19	20
Short Name	HECW Rebate	CII Surveys	HEU Rebate	Hotel Surveys	Retrofit on Resale
Measure Name	High Efficiency Washer Rebate	CII Surveys and Top 25 Users Program	High Efficiency Urinal Rebate (<0.25 gallon)	Focused Water Audits for Hotels/Motels	Toilet Retrofit on Resale or Name Change on Water Account
Applicable Customer Classes	ALL	CII Indoor / Outdoor	Existing CII Indoor	CII Indoor / Outdoor	ALL
	CUWCC BMP 3.3. Partner with PG&E.	Supports new CUWCC BMP 4 that requires savings be met. Need supporting surveys.	Supports CUWCC BMP 4	Include with CUWCC BMP 4	CUWCC BMP 3.4. And New State Law AB 715
Customer Classes	Clothes Washers SF,MF,COM	CII Equipment COM	Urinals COM	CII Equipment COM	Toilet SF,MF
Applicable End Uses	Laundry	All	Urinals	All	Toilets
Market Penetration by End Of Program (%)	25%		25%	100%	
Annual Market Penetration (%)	4.0%	5	5%	5	1%
Use Only New Accounts	FALSE	FALSE	FALSE	FALSE	FALSE
Water Use Reductions For Targeted End Uses	40%	20%	84%	15%	53%
Evaluation Start Year	2013	2013	2013	2013	2012
Evaluation End Year	2019	2019	2019	2019	2017
Program Length, years	7	7	7	7	7
Measure Length, years	Permanent	Permanent	Permanent	Permanent	Permanent
Saves Hot Water	TRUE	TRUE	FALSE	TRUE	FALSE
Utility Unit Cost for SF accounts, \$/unit	\$150				\$50
Utility Unit Cost for MF accounts, \$/unit	\$300				\$50
Utility Unit Cost for non-Res accounts, \$/unit	\$1,500	\$3,000	\$100	\$3,000	\$50
Customer Unit Cost. \$/SF unit	\$300				\$400
Customer Unit Cost. \$/MF unit	\$600				\$400
Customer Unit Cost. \$/non-Res unit	\$3,000	\$5,000	\$500	\$3,000	\$3,000
Annual Utility Admin & Marketing Cost	25%	25%	30%	25%	25%
SF Number of Fixtures per Account	1				2.2
MF Number of Fixtures per Account	2				2.3
Non-Res Number of Fixtures per Account	5	1	1	1	3.3
Affected Units	Clothes Washers	Account	Urinals	Account	Account
Notes					Stop program after AB 407 takes effect. Assume 1/3 of toilet replacements are 1.6 gpf and 2/3 are 3.5 gpf.
Number of SF Accounts in 2015	98				25
Number of MF Accounts in 2015	5				1
Number of COM Accounts in 2015	9	5	11	5	
Total Number of SF/MR Accts					

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	21	22
Short Name	Conservation Pricing	Hot Water Recirc
Measure Name	Conservation Pricing	Hot Water Recirculator
Applicable Customer Classes	SF,VR Indoor / Outdoor	SF Indoor
	CUWCC Foundational BMP 1.4.	
	SF,VR Indoor / Outdoor	SF
Customer Classes	All	SF
Applicable End Uses		Faucets,Showers
Market Penetration by End Of Program (%)		35%
Annual Market Penetration (%)		5.8%
Use Only New Accounts	FALSE	FALSE
Water Use Reductions For Targeted End Uses	Elasticity's: -0.05 indoor; -0.2 outdoor	21%
Evaluation Start Year	2013	2013
Evaluation End Year	2040	2018
Program Length, years	22	6
Measure Life, years	Permanent	Permanent
Saves Hot Water	TRUE	TRUE
Utility Unit Cost for SF accounts, \$/unit	\$10	\$203
Utility Unit Cost for MF accounts, \$/unit	\$0	\$203
Utility Unit Cost for non-Res accounts, \$/unit	\$0	\$0
Customer Unit Cost. \$/SF unit	\$0	\$100
Customer Unit Cost. \$/MF unit	\$0	\$100
Customer Unit Cost. \$/non-Res unit	\$0	\$0
Annual Utility Admin & Marketing Cost	25%	25%
SF Number of Fixtures per Account		1.0
MF Number of Fixtures per Account		1.0
Non-Res Number of Fixtures per Account		
Affected Units	Account	Faucets,Showers
		Assume unit saves 10 gal/day/home and have about 30 participants per year. Units cost CCED when purchased in bulk.
Notes		
Number of SF Accounts in 2015	NA	144
Number of MF Accounts in 2015	NA	
Number of COM Accounts in 2015	NA	
Total Number of SF/VR Accts		

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Appendix C – Detailed Analysis of Water Usage by Customer Category

Figure C-1. Number of lots by size

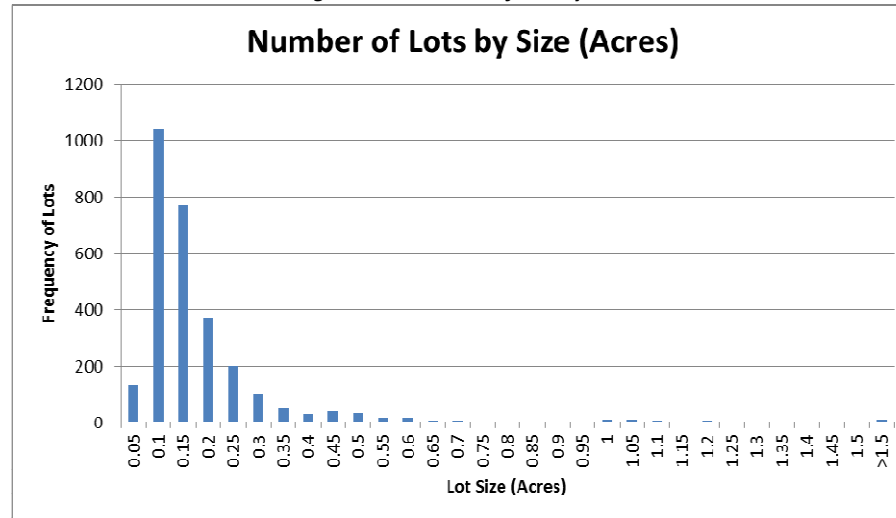


Figure C-2. Single Family Water Use with Lot Size 0.3 to 2 acres and water use more than 25 gal/day

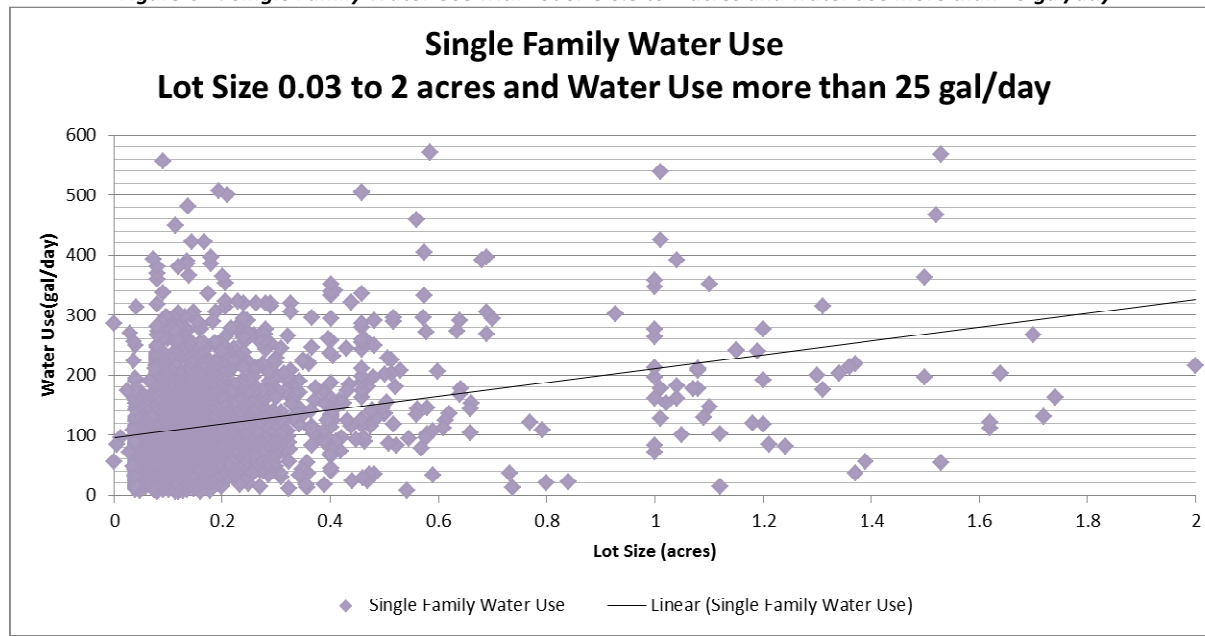


Figure C-3. Number of Single Family Houses by Size

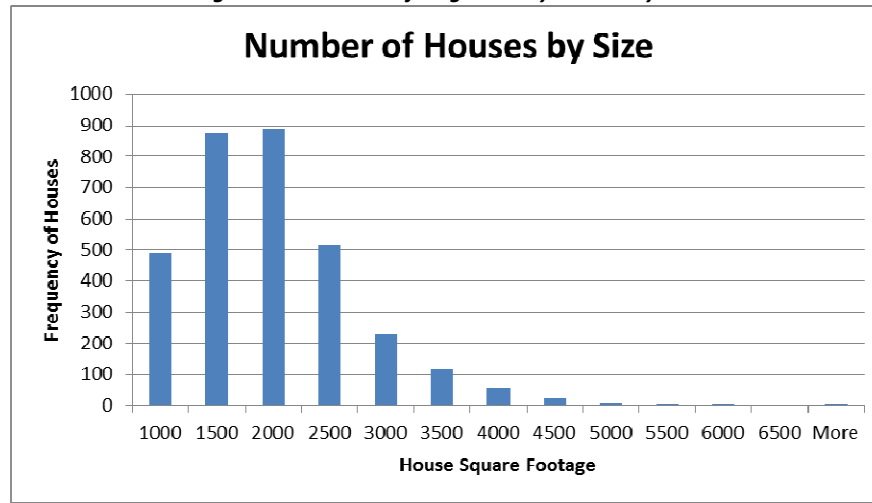


Figure C-4. Single Family Water Use with House Size 300 to 6,800 sq ft and water use more than 25 gal/day

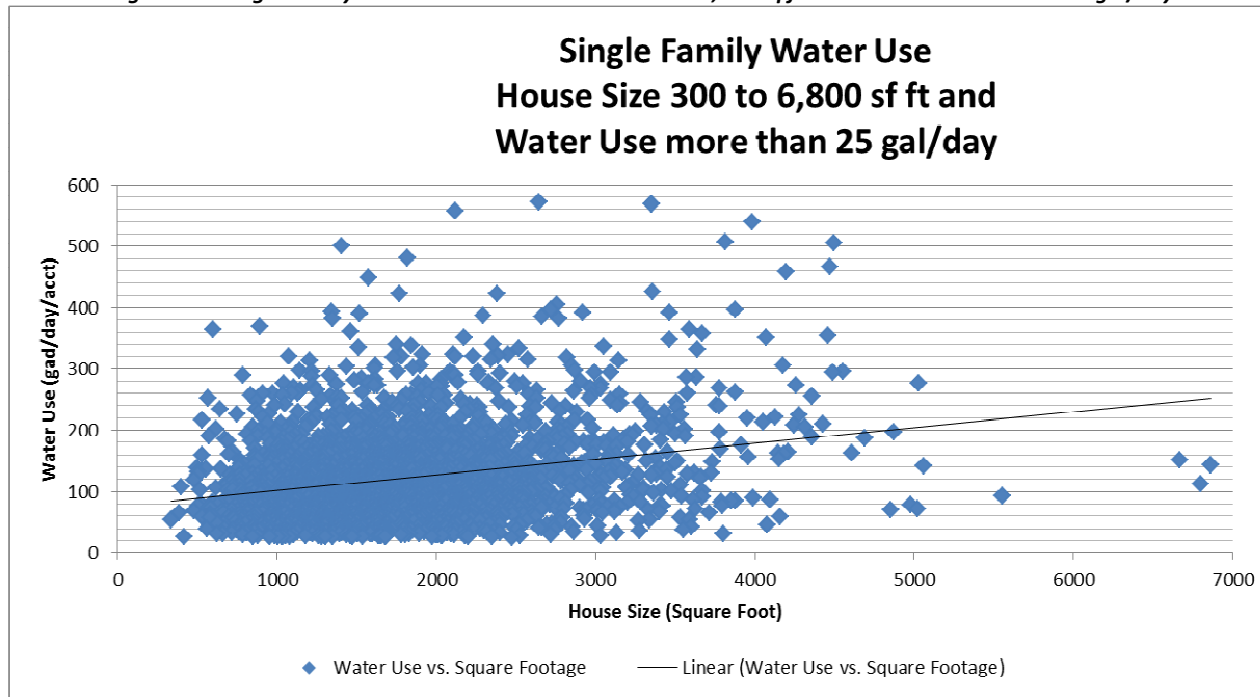


Figure C-5. Single Family Water Use with number of bathrooms and water use more than 25 gal/day

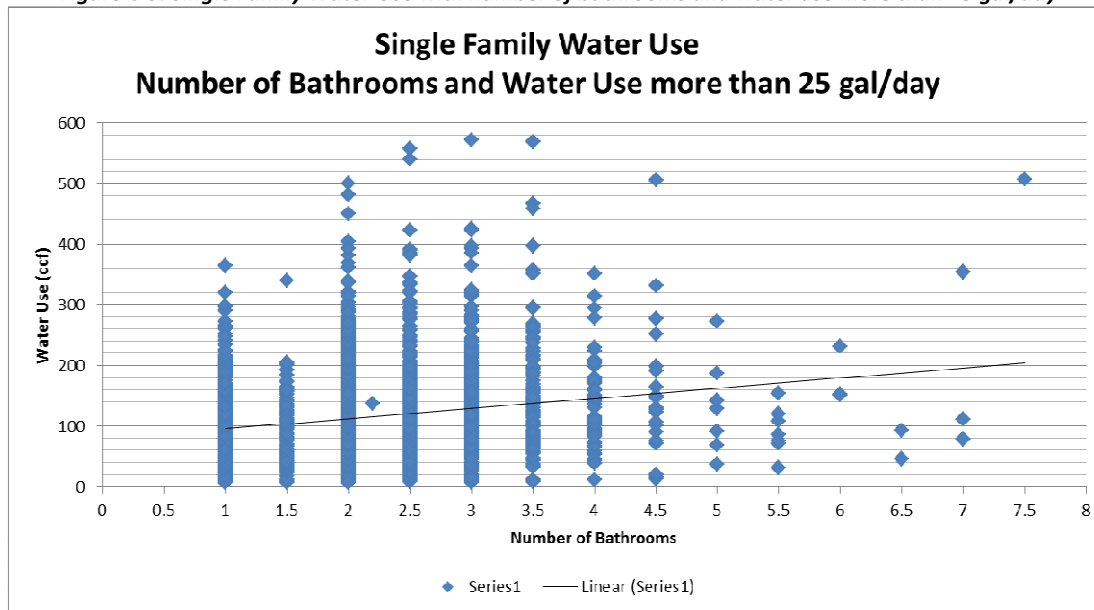


Figure C-6. Single Family Water Use with number of bedrooms and water use more than 25 gal/day

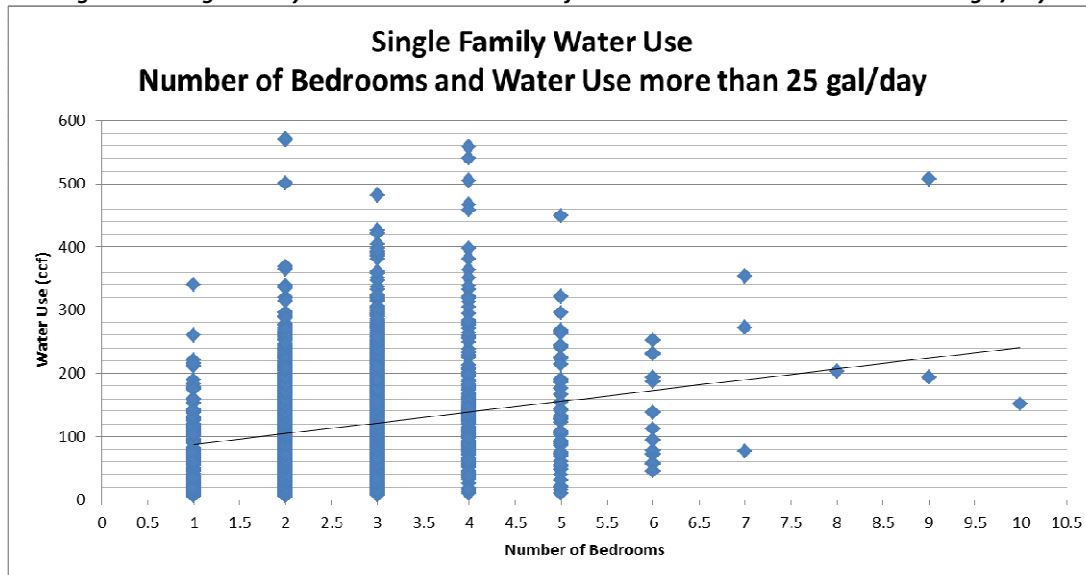


Figure C-7. Commercial Water Use with Parcel Size less than 1 acre vs. water use in gallons per day

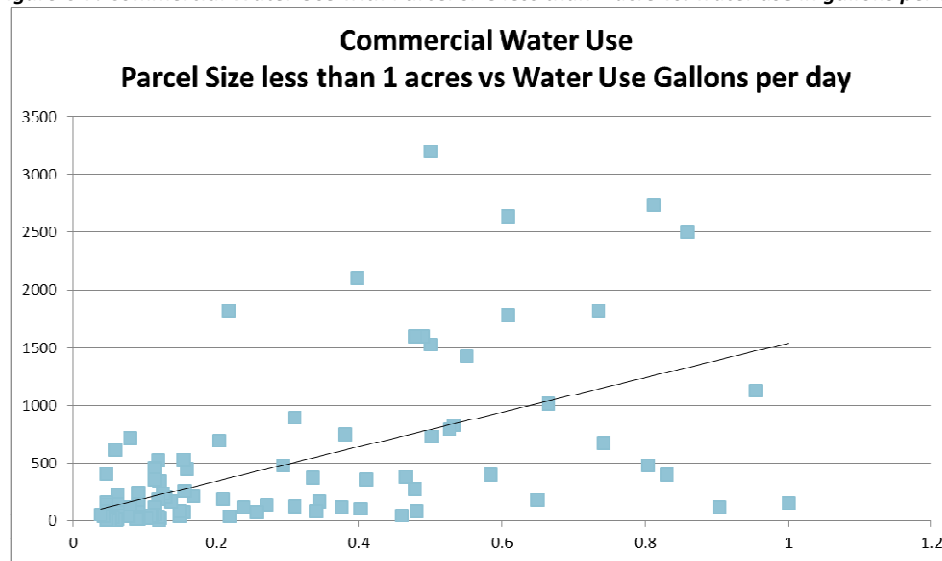
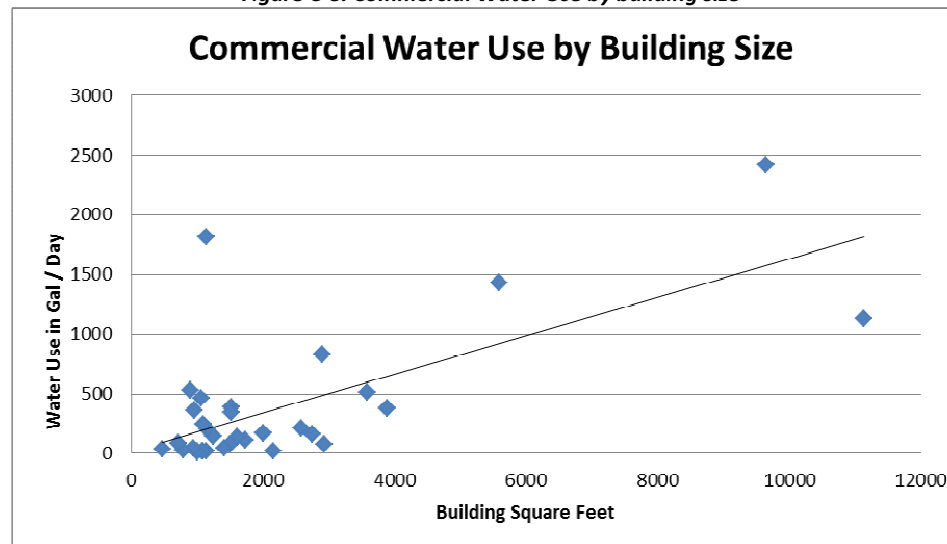


Figure C-8. Commercial Water Use by building size



CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.B.**

FROM: Jerry Gruber, General Manager

Meeting Date: February 28, 2013 Subject: Consideration of Ordinance 01-2013 Amending Subsection B of Section 8.04.110 of the CCSD Municipal Code Relating to the Affordable Housing Program

RECOMMENDATIONS:

It is recommended that the Board of Directors waive further reading, read by title only, and introduce Ordinance 01-2013 amending Subsection B of Section 8.04.110 of the CCSD Municipal Code relating to the Affordable Housing Program.

FISCAL IMPACT:

There are no immediate fiscal impacts from the Board's amendment of the CCSD Municipal Code provisions relating to the Affordable Housing Program. The CCSD will receive connection fees from future affordable housing projects as they are developed in accordance with the CCSD's Affordable Housing Program (AHP"), subject to the incentive of a fifty (50) percent reduction for each unit constructed, as provided in CCSD Municipal Code Section 8.04.110(C).

DISCUSSION:

At its January 17, 2013 the Board conducted an annual review of the CCSD Affordable Housing Program ("AHP") and also discussed the issue of how many allocations have been carried over since the Water Shortage Emergency Declaration. As noted in the staff report, there have been few affordable housing projects since the Water Shortage Emergency Declaration in 2001. The County's Growth Management Ordinance has an exception for affordable housing (reference Section 26.01.034(b) of the County Code), however, there are a limited number of sites in Cambria that would accommodate a large affordable housing project. Also, the County has advised that the number of buildable multi-family residential lots in Cambria could potentially hold 62 units of housing, however, not all of those lots will be developed for affordable housing, since as a practical matter developing such housing is financially difficult.

CCSD Municipal Code Section 8.04.110(B) has provided for the allocation of 6 residential housing units per calendar year under the AHP and unused AHP units are carried forward to the next year. Since there have been few such projects the result has been an accumulation of 56 unused units, which appears to be more units than necessary to meet the needs for affordable housing projects in Cambria.

Based upon the foregoing, at its January 17, 2013 meeting the Board of Directors, after considering the status of AHP and the number of units that have accumulated, concluded that it was not necessary or appropriate to continue to add additional residential units beyond the 56 units that have already accumulated. The Board also indicated that it wanted to annually

review the AHP and all proposed affordable housing projects on a case-by-case basis. Based upon this direction an Ordinance has been prepared for Board consideration to amend the Cambria Community Services District Municipal Code to revise the Affordable Housing Program to reflect these modifications.

Attachment: Draft Ordinance 01-2013

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ THOMPSON ___ BAHRINGER ___ CLIFT ___ RICE ___ ROBINETTE ___

ORDINANCE NO. 01-2013

BOARD OF DIRECTORS
CAMBRIA COMMUNITY SERVICES DISTRICT
DATED: March , 2013

ORDINANCE AMENDING SUBSECTION B OF SECTION
8.04.110 OF THE CCSD MUNICIPAL CODE RELATING TO
THE AFFORDABLE HOUSING PROGRAM

Whereas, since 1993 the CCSD has had an Affordable Housing Program, which is codified in Section 8.04.110 of the Cambria Community Services District Municipal Code; and

Whereas, when the CCSD established an Implementation Program for Water Emergency Declaration on December 13, 2001, it included provisions pursuant to which the Board of Directors could consider issuance of Intent to Serve letters for affordable housing projects; and

Whereas, under the language of Subsection 8.04.110 (B) six residential units are allocated each year for affordable housing, and if unused, have been carried over to the next year. Since there have been few such projects since the CCSD's Declaration of a Water Shortage Emergency pursuant to Water Code Section 350, the result has been an accumulation of 56 unused units, which are more units than necessary to meet the needs for affordable housing projects in Cambria;

Whereas, there are provisions in State law relating to water and sewer service and affordable housing projects that reflect a Statewide policy of encouraging the development of affordable housing, including Government Code Section 65589.7, which provides that agencies that provide water and sewer service are to grant priority for the provision of those services to developments that include lower income housing; and

Whereas, the Board of Directors of the Cambria Community Services District desires to continue the CCSD's Affordable Housing Program, but does not believe it is necessary or appropriate to continue to add additional residential units beyond the 56 units that have already accumulated, and wants to annually review the Program and all proposed affordable housing projects on a case-by-case basis, and therefore has determined that it is appropriate to amend the Cambria Community Services District Municipal Code to revise the Affordable Housing Program to reflect these modifications;

The Board of Directors of the Cambria Community Services District (CCSD) ordains as follows:

Section 1. Subsection 8.04.110 (B) of the Cambria Community Services District Municipal Code is hereby amended to read as follows:

"B. Allocation. Prior to the effective date of the most recent amendment to this section, the board of directors has previously allocated six residential units per calendar year under the affordable housing program, and unused units were carried over to subsequent years. Accordingly, as of February 1, 2013 56 units have been carried over

and are available for use for eligible affordable housing projects (the “affordable housing unit allocation”). The board of directors has determined that these 56 units are an adequate number for the foreseeable future, and therefore no additional units shall be added to the affordable housing unit allocation unless otherwise determined by the board. All affordable housing projects and units shall be subject to all other district regulations including the requirements of this water and sewer allocation chapter, except as specifically modified by this section. Nothing in this section shall preclude the board of directors from modifying, or eliminating the allocation based on conditions imposed upon the district by a court or governmental agency of higher authority, or by a change in availability of resources, or by a change in ordinances, resolutions, rules or regulations adopted by the board of directors for the protection of the health, safety and welfare of the district.

The board of directors shall annually review the status of the affordable housing program and determine whether the affordable housing unit allocation contains a sufficient number of units to meet the needs of the community. All proposed affordable housing projects shall be reviewed for approval by the board of directors on a case-by-case basis for allocations from the existing balance in the affordable housing unit allocation.”

Section 2. If any section, subsection, subdivision, paragraph, sentence, or clause of this Ordinance or any part thereof is for any reason held to be unlawful, such decision shall not affect the validity of the remaining portion of this Ordinance or any part thereof. The Board of Directors hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, or clause thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, or clause be declared unconstitutional.

Section 3. This Ordinance shall take effect thirty (30) days after its adoption.

The foregoing ordinance amendment was adopted at a regular meeting of the Board of Directors of the Cambria Community Services District held on the _____ day of March 2013.

AYES:
NOES:
ABSENT:

Michael Thompson
President, Board of Directors

APPROVED AS TO FORM:

Kathy A. Choate
District Clerk

Timothy J. Carmel
District Counsel

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.C.**

FROM: Jerry Gruber, General Manager

Meeting Date: February 28, 2013

Subject: Discussion and Consideration to Adopt
CCSD 2013/2014 Goals

RECOMMENDED ACTION:

Discuss and consider adoption of CCSD 2013 Goals to include Board of Directors' goals, General Manager's goals, Park Recreation and Open Space (PROS) Commissioners' goals and Friends of the Fiscalini Ranch Preserve (FFRP) goals.

FISCAL IMPACT:

The CCSD goals to include the Board of Directors' goals ,the General Manager's goals, the PROS Commissioners' goals and Friends of the Fiscalini Ranch Preserve goals will be incorporated into the 2013/2014 Fiscal Year Budget process starting in March of 2013.

DISCUSSION:

The past few months the CCSD Board of Directors have provided me with their goals for 2013. I have had the opportunity to discuss the Board's goals with the Directors individually and have also shared some of my goals with the Board. Many of the goals that we shared with each other are similar in nature and represent a strong sense of unity with regards to identifying priorities within the organization.

As part of the goals process, I have included the goals that were adopted by the PROS Commission in addition to FFRP. Although FFRP adopted a total of nine goals I will ask that the Board of Directors support four of the nine goals that specifically relate to the CCSD. Both PROS and FFRP'S goals will need to be approved by the CCSD Board of Directors in order to allow for adequate levels of funding as part of the 2013/2014 budget process that begins in March. Listed below in order are the Board's goals, the General Manager's goals, the PROS goals and FFRP goals for your deliberation and consideration.

CCSD Board of Directors Proposed Goals for 2013.

1. Complete work on an Alternative Water Supply Plan.
2. Issue a limited amount of intent to serve letters to individual's currently on the wait list.
3. Lift the water moratorium.
4. Adopt and implement a comprehensive Water Conservation Program. Make sure water conservation program is properly funding and staffed to ensure success.

5. Determine whether moving forward with a JPA agreement between the CCSD and the CCHD is still a viable option.
6. Support a five year strategic plan for the Cambria Fire Department.
5. Identify, prioritize, fund and improve the community's infrastructure.
6. Update CCSD Mission Statement. last Mission Statement was written in 1999 and does not include language relating to the Fiscalini Ranch Preserve.
7. Continue to improve community relations between the CCSD, Cambrians and regional stakeholders. This could include but is not limited to bi-annual newsletters, conducting at least one evening Board Meeting, live streaming CCSD Board Meetings onto our Website in addition to posting previous Board Meetings on the Website both from a audio and visual perspective and establishing a Intergovernmental Relations Liaison's, this task has already been accomplished .
8. Enhance Board knowledge by attending CSDA training classes. These classes and certifications would include CSDA Leadership Foundation, CSDA Leadership Academy, becoming a District of Distinction Special District and obtaining a SDLF District Transparency Certification.

General Managers Goals and Objectives for 2013

1. Support The CCSD Board of Directors Goals for 2013.
2. Prepared and adopt a fiscally responsible budget for 2013/2014 fiscal year.
3. Evaluate the feasibility of relocating the CCSD'S Administrative Offices based on possible opportunities presented by other community groups, possible fiscal savings and improved centralized location to improve accessibility to all Cambrians.
4. Complete Rodeo Ground and Stuart Street Tank Design and put the project out to bid.
5. Complete revisions to Capital Improvement List that represent priorities relating to the infrastructure.
6. Update Water Master Plan from a hydraulic modeling perspective.
7. Complete and implement revised connection fees for water and waste water connection fees
8. Work with CCSD Board of Directors and District Counsel on the implementation of policies and amendments to the CCSD Municipal Code that would enhance the General Manager's operational objectives.
9. Revise the CCSD'S Personnel Policies, Rules and Procedures.

Park, Recreation and Open Space (PROS) Commission Goals and Objectives for 2013

1. Quantify the budget for the Fiscalini Ranch. What is the Ranch costing us from a short term perspective to operate and what will the Ranch cost the community long term?
2. Work on creating a safer route to Santa Lucia Middle School for children; the area between Hwy 1 and the Cambria Nursery. This would include working collaboratively with Dirk Winters and the County regarding the installation of two additional cross walks.

3. Complete Moonstone Connector Trail. This would be the small area starting from the end of the existing boardwalk on Moonstone Beach and connecting to the recently finished trail that was completed on Moonstone Beach to Windsor Boulevard.
4. Create a timetable and associated cost to relocate the Dog Park to the Fiscalini East Ranch area. This would include parking ,access, specific site location ,cost to include fund raising and community outreach and feedback as outlined by the Ranch Management Plan
5. Improve and or add signage relating to the East Ranch. This would include a small sign on Burton and one on Main Street adjacent to the walking bridge pointing to the East Ranch.
6. Establish a clear, easy-to-read, updated map for all of the designated trails that currently are part of the Fiscalini Ranch Preserve

Friends of the Fiscalini Ranch Preserve Goals and Objectives for 2013.

1. FFRP will work with and encourage the CCSD to create a plan for a healthy and fire resistant forest as it relates to the Fiscalini Ranch Preserve. CCSD and FFRP will work collaboratively with the CCSD Fire Department, Cal Fire and the Cambria Forest Committee.
2. FFRP will work collaboratively with the CCSD in an effort to reduce invasive plants on the Ranch.
3. FFRP will work collaboratively with the CCSD to implement a plan regarding current trails that will help minimize erosion.
4. FFRP will work collaboratively with the CCSD in submitting at least two grants for funding for projects relating to the ongoing upkeep of the Fiscalini Ranch preserve.

 BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ THOMPSON ___ BAHRINGER ___ CLIFT ___ RICE ___ ROBINETTE ___

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.D.**

FROM: Jerry Gruber, General Manager
Kathy Choate, District Clerk

Meeting Date: February 28, 2013 Subject: Discussion and Consideration to Reschedule March 28 Regular Board Meeting

RECOMMENDED ACTION:

Discussion and consideration to reschedule the March 28 regular board meeting in order to provide the opportunity for CCSD board members and/or staff to attend the SDRMA Safety Claims Education Day in Sacramento.

FISCAL IMPACT:

None.

DISCUSSION:

At the January 17 meeting a request was made by Director Clift for the board to consider at the February 28 meeting the rescheduling of the March 28 regular board meeting. Director Clift will be attending the March 28, 2013 Safety/Claims Education Day and other directors and/or staff may be interested in attending.

SDRMA provides Property/Liability, Workers' Compensation, Health Benefits and risk management services to California public agencies. Two times a year, SDRMA hosts the Safety/Claims Education Day to provide free training and information regarding coverages, online training programs, technology updates and many valuable MemberPlus Services.

In addition, SDRMA members (CCSD is a member) who attend the Education Day are eligible to earn credit incentive points (CIPs) to reduce CCSD's annual contribution amounts for both Property/Liability and Workers' Compensation programs.

The Education Day is free to all SDRMA and CSDA members except for the separate workshop for the CSDA Special District Leadership Academy – Governance Foundations.

A proposed date for consideration to reschedule the March meeting would be the third Thursday, March 21, 2013 or a date to be determined via board discussion during today's meeting.

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ THOMPSON ___ BAHRINGER ___ CLIFT ___ RICE ___ ROBINETTE ___