



CAMBRIA COMMUNITY SERVICES DISTRICT

Thursday, October 25, 2018 - 2:00 PM

1000 Main Street Cambria, CA 93428

AGENDA

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

1. OPENING

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

2. ACKNOWLEDGEMENTS

- A. Introduction of New Employees

3. PUBLIC SAFETY (Estimated time 5 Minutes per item)

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

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

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

5. CONSENT AGENDA (Estimated time: 15 Minutes)

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

- A. CONSIDERATION TO ADOPT THE SEPTEMBER 2018 EXPENDITURE REPORT
- B. CONSIDERATION TO ADOPT THE SEPTEMBER 12, 2018 AND SEPTEMBER 17, 2018 SPECIAL MEETING MINUTES AND SEPTEMBER 27, 2018 REGULAR MEETING MINUTES
- C. CONSIDERATION OF ADOPTION OF RESOLUTION 31-2018 UPDATING THE ASSIGNMENT OF BANKING POWERS FOR CAMBRIA COMMUNITY SERVICES DISTRICT

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

- A. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 30-2018 AMENDING THE DISTRICT SALARY SCHEDULE, INCLUDING ESTABLISHING A PAY SCHEDULE FOR THE POSITION OF ACTING GENERAL MANAGER AND APPROVAL OF ACTING GENERAL MANAGER EMPLOYMENT AGREEMENT WITH MONIQUE MADRID
- B. DISCUSSION AND CONSIDERATION OF A LETTER OF SUPPORT FOR DEVELOPING AN ALTERNATIVE EMERGENCY ACCESS ROUTE FOR CAMBRIA

7. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

- A. Board Member, Committee and Liaison Reports
 - i. Board Member, Committee and Liaison Reports
 - ii. President Report
 - iii. Jim Bahringer - Infrastructure Committee Report
 - iv. David Pierson - Finance Committee Report

8. MANAGER'S REPORT

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

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

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

10. ADJOURN TO CLOSED SESSION Closed Session shall be held at the District offices located at 1316 Tamsen Street, Cambria, CA. (Estimated time 60 Minutes)

- A. CONFERENCE WITH LABOR NEGOTIATOR Pursuant to Government Code Section 54957.6 Agency Designated Representative: Monique Madrid, Acting General Manager; Employee Group: International Association of Fire Fighters (IAFF)
- B. PUBLIC EMPLOYMENT Pursuant to Government Code Section 54957. Titles: Acting General Manager, Interim General Manager and General Manager.
- C. CONFERENCE WITH LABOR NEGOTIATOR Pursuant to Government Code Section 54957.6 Agency Designated Representative: Timothy Carmel Titles: Acting General Manager, Interim General Manager and General Manager.



Cambria CSD Fire Department

October 25, 2018 CCSD Board Meeting

September 2018

Prevention and Education

- 0 Residential rough/hydro inspection were completed
- 4 Fire final inspections
- 0 Residential site visits for building questions
- 6 Fire plan reviews
 - 2350 Marlborough
 - 4849 Windsor
 - 601 Dover
 - 260 Worcester
 - Schoolhouse Lane project
 - 6170 Moonstone
- 7 Engine company commercial fire and life safety inspections were conducted
- 1 Public education events
- 8 Residential smoke/carbon monoxide detectors were installed and or the batteries changed
- 1 Fire Engine and Station tours

Hydrants Maintenance & Testing

Date	Water Used	Hydrants Completed	Hours
2017	5,418	98	98
January - August	0	119	91
September	0	0	0
Total	5,418	217	189

Meetings and Affiliations

- SLO County Chiefs mtg September 5th, 0900 Arroyo Grande
- Officer mtg September 6th, 0900 Cambria
- Firesafe Council mtg September 19th, 0900 Pismo Beach
- Active Shooter Presentation September 19th, 1700 Cambria
- Fire Study mtg September 20th, 0830 Cambria
- Management mtg September 20th, 1330 Cambria
- Executive Chief Officer 4A September 24th-25th, San Luis Obispo
- Executive Chief Officer 4B September 26th-28th, San Luis Obispo

Operations and News

- Training hours: 165 hours; training for the month of September was primarily focused on the following topics:
 - Helicopter training
 - Wildland progressive hoselays
 - Water Tender operations
 - Engineer hydraulic calculations
 - Engineer basics of pumping
 - Ladder training
- Open Water Rescue Swimmer/Inflatable Rescue Boat Operations Course competed
- Season of Hope

Grant Updates

- HMGP DR-4382, two NOIs filed for fuel reduction projects
- Assistance to Firefighters Grant (AFG) period opened, in process of filing for radio replacement

Fire Statistics are attached for your review

CMB Fire Monthly Stats: Incidents

Categories	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	%
Fire	0	1	0	0	3	1	1	0	0				6
Hazardous Mat.	0	0	0	0	0	0	0	0	0				0
Medical	48	38	41	49	43	30	52	46	51				398
(local patients/percentage)	40/83.3%	29/76.3%	36/87.8%	44/90%	33/76.7%	21/70%	40/76.9%	38/82.6%	42/82.4%				323/81.2%
(non-local patients/percentage)	8/16.7%	9/23.7%	5/12.2%	5/10%	10/23.3%	9/30%	12/23.1%	8/17.4%	9/17.6%				75/18.8%
Ocean Rescue	0	0	0	3	0	0	0	0	1				4
Cliff Rescue	0	0	0	0	0	0	0	0	0				0
Vehicle TC	3	1	1	3	0	1	0	1	2				12
Hazardous Situations	5	7	9	4	5	2	1	5	1				39
Public Service Assist	17	21	18	17	6	12	19	20	20				150
False Alarms	15	14	16	9	5	24	16	17	12				128
Agency Assist	0	0	0	0	0	0	0	0	0				0
Mutual Aid	0	1	0	0	2	0	0	2	2				7
(Structure Fire)	0	0	0	0	0	0	0	0	0				0
(Vegetation Fire - In County)	0	0	0	0	0	0	0	0	2				2
(Ocean Rescue - In County)		0	0	0	0	0	0	0	0				0
(Cliff Rescue - In County)		1	0	0	2	0	0	1	0				4
(Vegetation Fire - Out of County)	0	0	0	0	0	0	0	1	0				1
Auto Aid	0	0	0	0	1	0	3	1	2				7
(Structure Fire)	0	0	0	0	0	0	0	0	0				0
(Vegetation Fire)	0	0	0	0	1	0	3	1	2				7
(Vehicle Accident)	0	0	0	0	0	0	0	0	0				0
Fire Investigations	0	1	0	0	3	1	1	0	0				6
Monthly Response Totals	85	83	84	79	68	70	93	91	88	0	0	0	741

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF SEPTEMBER, 2018**

VENDOR	CHECK NO	CHECK DATE	LINE NO	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
ABALONE COAST ANALYTICAL, INC.	68050	9/25/2018	1	75.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	68050	9/25/2018	1	225.50	SWF/SURFACE IMPOUNDMENT	39 6091H 25
ABALONE COAST ANALYTICAL, INC.	68050	9/25/2018	1	95.00	SWF/METALS SULFATES TOTAL DISSOLVED SOLIDS	39 6091H 25
ABALONE COAST ANALYTICAL, INC.	68050	9/25/2018	1	55.00	SWF/TOTAL DISSOLVED SOLIDS SULFATE	39 6091H 25
ABALONE COAST ANALYTICAL, INC.	68050	9/25/2018	1	100.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	68050	9/25/2018	1	<u>125.00</u>	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
				675.50		
ACCURATE MAILING SERVICE	68025	9/24/2018	1	843.67	WD/JULY AUGUST BILLING POSTAGE EXPENSE	11 6051 11
ACCURATE MAILING SERVICE	68025	9/24/2018	2	843.67	WW/JULY AUGUST BILLING POSTAGE EXPENSE	12 6051 12
ACCURATE MAILING SERVICE	68025	9/24/2018	3	168.38	WD/JULY AUGUST BILLING PROS AQUATICS INSERT	01 6053 16
ACCURATE MAILING SERVICE	68025	9/24/2018	4	78.18	FD/JULY AUGUST BILLING FIRE FIRESAFE INSERT	01 6053 01
ACCURATE MAILING SERVICE	68025	9/24/2018	5	168.56	WD/JULY AUGUST BILLING MAILING EXPENSE	11 6080M 11
ACCURATE MAILING SERVICE	68025	9/24/2018	6	<u>168.56</u>	WW/JULY AUGUST BILLING MAILING EXPENSE	12 6080M 12
				2,271.02		
AL'S SEPTIC PUMPING, INC	68055	9/25/2018	1	355.00	SWF/PUMPING AND DISPOSAL OF SEPTIC WASTE	39 6031Z 25
ALL WAYS CLEAN	68053	9/25/2018	1	251.00	F&R/ADMIN/WW/MONTHLY CLEANING	01 6080M 02
ALL WAYS CLEAN	68053	9/25/2018	2	231.00	ADM/ADMIN/WW/MONTHLY CLEANING	01 6080M 09
ALL WAYS CLEAN	68053	9/25/2018	3	<u>267.00</u>	WW/MONTHLY CLEANING	12 6033B 12
				749.00		
ALLMAX SOFTWARE, INC.	68052	9/25/2018	1	880.00	WW/OPERATOR 10 WASTEWATER ANNUAL SUPPORT	12 6045 12
ALPHA ELECTRICAL SERVICE	68054	9/25/2018	1	1,150.85	WW/INSTALL ELECTRICAL FOR WELDER IN SHOP	12 6032T 12
ALPHA ELECTRICAL SERVICE	68054	9/25/2018	1	187.50	SWF/TROUBLE SHOOT BRINE PUMP NOT FUNCTIONING	39 6170E 25
ALPHA ELECTRICAL SERVICE	68054	9/25/2018	1	<u>312.50</u>	WD/TROUBLESHOOT AUTOMATIC GATE BY SPRAY FIEL	11 6031W 11
				1,650.85		
AT&T	68026	9/24/2018	1	160.34	WW/ALARM AT LIFT STATION B4 08/25-09/24/18	12 6060P 12
BADGERMETER INC.	68057	9/25/2018	1	30.00	WD/ORION CELLULAR SERV EMAIL BILLING NOT WORKI	11 6080M 11
BADGERMETER INC.	68057	9/25/2018	1	<u>30.00</u>	WD/ORION CELLULAR SERVICE UNIT	11 6080M 11
				60.00		
BAINS, WILLIAM/ROBIN	68058	9/25/2018	1	164.33	WD/REFUND OF ASSIGNMENT FEES	11 2420 11
BLAND, MELISSA	67963	9/4/2018	1	100.00	ADM/MONTHLY CELL PHONE REIMBURSEMENT 09/2018	01 6060C 09
BLAND, MELISSA	68059	9/25/2018	1	13.75	ADM/MILEAGE REIMBURSEMENT RETROFIT INSPECTIOI	01 6120E 09
BLAND, MELISSA	68059	9/25/2018	1	14.45	ADM/MILEAGE REIMBURSEMENT RETROFIT INSPECTIOI	01 6120E 09
BLAND, MELISSA	68059	9/25/2018	1	<u>42.70</u>	ADM/WATER LOSS AUDIT VALIDATION	01 6120E 09
				170.90		
BORAH'S AWARDS	68028	9/24/2018	1	19.23	ADM/CUSTOM NAMEPLATE PAMELA DUFFIELD	01 6094 09
BOUND TREE MEDICAL, LLC	68029	9/24/2018	1	12.00	FD/2018 Q2 NALOXONE REBATE	01 6089 01
BOUND TREE MEDICAL, LLC	68029	9/24/2018	1	201.36	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
BOUND TREE MEDICAL, LLC	68029	9/24/2018	1	<u>1,667.58</u>	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
				1,880.94		
BRENNTAG PACIFIC, INC.	68030	9/24/2018	1	596.12	WD/CHEMICALS	11 6031T 11
BRENNTAG PACIFIC, INC.	68030	9/24/2018	1	689.07	WD/CHEMICALS	11 6031T 11
BRENNTAG PACIFIC, INC.	68030	9/24/2018	1	92.95	WD/CHEMICALS	11 6031T 11
BRENNTAG PACIFIC, INC.	68030	9/24/2018	1	<u>428.81</u>	WD/CHEMICALS	11 6031T 11
				1,806.95		
BUHL, JASON	67964	9/4/2018	1	45.00	WD/MONTHLY CELL PHONE REIMBURSEMENT 09/2018	11 6060C 11
CAL-COAST MACHINERY INC.	68031	9/24/2018	1	1,576.20	WW/JOHN DEERE 6210 CK HIGH TEMP & BATTERY WAR	12 6041N 12
CAMBRIA AUTO SUPPLY LP	68056	9/25/2018	1	428.98	WD/ALL TERRAIN VISE	11 6041L 11
CAMBRIA AUTO SUPPLY LP	68056	9/25/2018	1	<u>12.86</u>	FD/OIL GUN	01 6041L 01
				441.84		
CAMBRIA ELEC/SAN LUIS SEC	68067	9/25/2018	1	488.37	ADM/FIX ELECTRICAL OUTLETS	01 6080M 09

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CAMBRIA ROCK	68044	9/24/2018	1	1,879.87	12.47 TONS COLD MIX	11 6090 11
CAMBRIA VILLAGE SQUARE	67975	9/4/2018	1	3,431.45	ADM/MONTHLY OFFICE LEASE PMT 1316 TAMSEN 09/20 01	6075 09
CARMEL & NACCASHA LLP	67965	9/4/2018	1	11,100.00	ADM/MONTHLY RETAINER 09/2018	01 6080K 09
CARMEL & NACCASHA LLP	68007	9/10/2018	1	490.00	ADM/CLIENT SERVICES	01 6080L 09
CARMEL & NACCASHA LLP	68007	9/10/2018	1	4,680.50	ADM/GENERAL SERVICES	01 6080K 09
CARMEL & NACCASHA LLP	68049	9/25/2018	1	11,100.00	ADM/MONTHLY RETAINER OCTOBER 2018	01 6080K 09
CARMEL & NACCASHA LLP	68093	9/26/2018	1	5,823.55	ADM/CAMBRIA CSD GENERAL & LITIGATION MATTER	01 6080K 09
CARMEL & NACCASHA LLP	68093	9/26/2018	2	789.40	ADM/LITIGATION MATTER	11 6080L 11
				<u>33,983.45</u>		
CENTRAL COAST BEARINGS	68060	9/25/2018	1	224.12	WW/SINGLE ROW BALL BEARINGS OIL SEAL	12 6032L 12
CENTRAL COAST BEARINGS	68060	9/25/2018	1	92.72	WW/MECHANICAL PUMP SEAL SINGLE ROW BALL BEA	12 6032S 12
				<u>316.84</u>		
CHARTER COMMUNICATIONS	68024	9/20/2018	1	274.30	F&R/ETHERNET SERV 08/09 - 09/08/18 VETS HALL	01 6060I 02
CHARTER COMMUNICATIONS	68024	9/20/2018	2	137.69	F&R/ETHERNET SERV 08/09 - 09/08/18 RODEO GROUND	01 6060I 02
CHARTER COMMUNICATIONS	68024	9/20/2018	3	231.27	ADM/ETHERNET SERV 08/09 - 09/08/18 1316 TAMSEN DR	01 6060I 09
CHARTER COMMUNICATIONS	68024	9/20/2018	4	246.31	WD/ETHERNET SERV 08/09 - 09/08/18 5500 HEATH LANE	11 6060I 11
CHARTER COMMUNICATIONS	68024	9/20/2018	5	246.31	WW/ETHERNET SERV 08/09 - 09/08/18 5500 HEATH LANE	12 6060I 12
CHARTER COMMUNICATIONS	68032	9/24/2018	1	87.50	FD/FIBER INTERNET 09/15 - 10/14/18	01 6060I 01
CHARTER COMMUNICATIONS	68032	9/24/2018	2	87.50	ADM/FIBER INTERNET 09/15 - 10/14/18	01 6060I 09
CHARTER COMMUNICATIONS	68032	9/24/2018	3	87.50	WD/FIBER INTERNET 09/15 - 10/14/18	11 6060I 11
CHARTER COMMUNICATIONS	68032	9/24/2018	4	87.50	WW/FIBER INTERNET 09/15 - 10/14/18	12 6060I 12
CHARTER COMMUNICATIONS	68032	9/24/2018	5	453.26	ADM/FIBER INTERNET 09/15 - 10/14/18	01 6060I 09
CHARTER COMMUNICATIONS	68032	9/24/2018	1	154.97	WW/BUSINESS INTERNET AND BUSINESS VOICE	12 6060I 12
CHARTER COMMUNICATIONS	68061	9/25/2018	1	29.99	F&R/BUSINESS VOICE 9/10 THRU 10/09/18	01 6060I 02
				<u>2,124.10</u>		
CHEMDRY	68062	9/25/2018	1	476.00	ADM/CARPET CLEANING IN ADMIN OFFICE	01 6086 09
CIO SOLUTIONS, LP	68063	9/25/2018	1	2,198.00	ADM/MONTHLY BILLING FOR OCTOBER 2018	01 6044 09
CITY NATIONAL BANK	68008	9/10/2018	1	128,000.00	WW/ANNUAL PRINCIPAL REVENUE BONDS	12 6180N 12
CITY NATIONAL BANK	68008	9/10/2018	2	19,405.75	WW/SEMI ANNUAL INTEREST REVENUE BONDS	12 6180C 12
				<u>147,405.75</u>		
CITY OF PISMO BEACH	68033	9/24/2018	1	166.66	WD/PROP 218 PROTEST OFFICIAL	11 6080M 11
CITY OF PISMO BEACH	68033	9/24/2018	2	166.66	WD/PROP 218 PROTEST OFFICIAL	12 6080M 12
CITY OF PISMO BEACH	68033	9/24/2018	3	166.68	WD/PROP 218 PROTEST OFFICIAL	39 6080M 25
				<u>500.00</u>		
CLAUDIA/BRIEN ARISS	68014	9/11/2018	1	74.71	MQ CUSTOMER REFUND	11 2005
CLEVELAND BIOLOGICAL, LLC	68034	9/24/2018	1	880.00	SWF/CCSD WEEKLY BIOLOGICAL MONITORING	39 6080M 25
CORBIN WILLITS SYSTEMS INC.	67966	9/4/2018	1	1,224.12	ADM/MONTHLY SUPPORT AGRMENT MOM SOFTWARE C	01 6044 09
CORY/AMANDA SOOK	68018	9/11/2018	1	59.88	MQ CUSTOMER REFUND	11 2005
CRYSTAL SPRINGS WATER CO.	68035	9/24/2018	1	61.22	WW/DISTILLED WATER FUEL CHARGES	12 6050 12
CRYSTAL SPRINGS WATER CO.	68035	9/24/2018	1	68.74	WW/SPRING DRINKING WATER	12 6050 12
				<u>129.96</u>		
DAVID CRYE, INC	68064	9/25/2018	1	808.31	F&R/BASE MATERIAL FISCALINI RANCH	01 6033R 02
DAVID CRYE, INC	68064	9/25/2018	1	2,456.70	F&R/BASE MATERIAL FOR FISCALINI RANCH	01 6033R 02
				<u>3,265.01</u>		
DENNIS/GLORIA MCCAULEY	68097	9/27/2018	1	3,995.95	MQ CUSTOMER REFUND	11 2005
DI OVERNITE, LLC	68066	9/25/2018	1	14.00	ADM/9/5/18 DELIVERY TO TEKTEGRITY FOR OLD PRINT	01 6086 09
DIGITAL DEPLOYMENT, INC	68065	9/25/2018	1	200.00	ADM/STREAMLINE MONHTLY MEMBER FEE	01 6011W 09

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VENDOR	CHECK NO	CHECK DATE	LINE NO	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
ELIZABETH MACMILLAN	68016	9/11/2018	1	31.88	MQ CUSTOMER REFUND	11 2005
ERNEST PACKAGING SOLUTIONS	68068	9/25/2018	1	224.20	FD/ODOR CONTROL SOLID RENUZIT PUMICE HAND CLE	01 6090 01
EVA/JOHN DUNSON-SHIPPI	68095	9/27/2018	1	67.09	MQ CUSTOMER REFUND	11 2005
FEDELE, JAMES/MELINA	68069	9/25/2018	1	164.33	WD/REFUND OF ASSIGNMENT FEES	11 2420 11
FERGUSON ENTERPRISES, INC #135	68070	9/25/2018	1	587.74	WW/FILLER FLANGE RING GASKET BLT KIT W/NUT	12 6032L 12
FGL ENVIRONMENTAL INC.	68071	9/25/2018	1	554.00	WW/INORGANIC AND SUPPORT ANALYSIS 07/03/18	12 6091 12
FGL ENVIRONMENTAL INC.	68071	9/25/2018	1	95.00	WD/BACTI AND SUPPORT ANALYSIS 07/24/18	11 6091 11
FGL ENVIRONMENTAL INC.	68071	9/25/2018	1	95.00	WD/BACTI AND SUPPORT ANALYSIS 07/31/18	11 6091 11
FGL ENVIRONMENTAL INC.	68071	9/25/2018	1	115.00	WD/BACTI ANALYSIS AND SUPPORT ANALYSIS	11 6091 11
FGL ENVIRONMENTAL INC.	68071	9/25/2018	1	388.00	WW/INORGANIC AND SUPPORT ANALYSIS 08/07/18	12 6091 12
FGL ENVIRONMENTAL INC.	68071	9/25/2018	1	95.00	WD/BACTI AND SUPPORT ANALYSIS	11 6091 11
				1,342.00		
FIRST BANKCARD	68009	9/10/2018	1	-	F&R/C MENDOZA VISA CHARGES AUGUST 2018	01 6090 02
FIRST BANKCARD	68009	9/10/2018	2	85.79	F&R/TRACTOR PROTECTIVE AUGUST 2018	01 6090 02
FIRST BANKCARD	68009	9/10/2018	3	1,595.00	F&R/BOSSJET PRO HONDA POWERED JETTER AUGUST 01	6093 02
FIRST BANKCARD	68009	9/10/2018	4	69.48	F&R/VOLUNTEERS' LUNCH WORKING ON BLUFF TRAIL	01 6033R 02
FIRST BANKCARD	68009	9/10/2018	5	689.98	F&R/ROLLER RENTAL PHASE 1 BLUFF TRAIL AUGUST 2018	01 6033R 02
FIRST BANKCARD	68009	9/10/2018	1	-	ADM/J GRUBER VISA CHARGES AUGUST 2018	01 6115 09
FIRST BANKCARD	68009	9/10/2018	2	72.06	ADM/MEETING EXPENSE	01 6115 09
FIRST BANKCARD	68009	9/10/2018	3	59.90	ADM/MEETING EXPENSE	01 6115 09
FIRST BANKCARD	68009	9/10/2018	4	23.00	ADM/MEETING EXPENSE	01 6115 09
FIRST BANKCARD	68009	9/10/2018	5	76.27	ADM/MEETING EXPENSE	01 6115 09
FIRST BANKCARD	68009	9/10/2018	1	-	ADM/M MADRID VISA CHARGE AUGUST 2018	01 6044 09
FIRST BANKCARD	68009	9/10/2018	2	150.14	ADM/MORRIS HP LASER JET 550 SHEET FEEDER 08/18	01 6044 09
FIRST BANKCARD	68009	9/10/2018	3	6.70	ADM/USPS MAIL 08/18	01 6051 09
FIRST BANKCARD	68009	9/10/2018	4	43.75	ADM/USPS MAIL 08/18	01 6051 09
FIRST BANKCARD	68009	9/10/2018	5	349.00	ADM/REGISTRATION CALPERS EDUCATION FORUM 2011	01 6120E 09
FIRST BANKCARD	68009	9/10/2018	6	52.90	ADM/TOPSELL USB FLASH DRIVES MEMORY STICK 08/10	01 6050 09
FIRST BANKCARD	68009	9/10/2018	7	7.00	ADM/CAR WASH RECEIPT FOR DISTRICT VEHICLE 08/11	01 6041L 09
FIRST BANKCARD	68009	9/10/2018	8	44.95	ADM/FUEL FOR DISTRICT VEHICLE 08/18	01 6041L 09
FIRST BANKCARD	68009	9/10/2018	9	115.00	WW/2005 FORD 150 TOWED TO SHOP AUGUST 2018	12 6041L 12
FIRST BANKCARD	68009	9/10/2018	10	46.46	ADMIN/CLOSED SESSION MEAL USE 7/26 CLOSE SESSIO	01 6115 09
FIRST BANKCARD	68009	9/10/2018	11	105.00	ADMIN/FINANCE MGR RECRUITMENT ADVERT 08/2018	01 6125 09
FIRST BANKCARD	68009	9/10/2018	12	89.44	WD/NEW ON CALL CELL PHONE FOR ON CALL STAFF 08	11 6060P 11
FIRST BANKCARD	68009	9/10/2018	13	52.92	ADM/COFFEE AUGUST 2018	01 6050 09
FIRST BANKCARD	68009	9/10/2018	14	44.94	ADM/DOCUPOCKET WALL FILE ORGANIZER LETTER 08	01 6050 09
FIRST BANKCARD	68009	9/10/2018	15	411.55	ADM/PARCEL REPORTS DOWNLOAD FOR ASSESSMENT 01	6086 09
FIRST BANKCARD	68009	9/10/2018	16	14.99	ADM/ACOBAC ACROPRO MONTHLY PYMT AUGUST 2018	01 6060I 09
FIRST BANKCARD	68009	9/10/2018	17	44.79	ADM/FUEL FOR DISTRICT VEHICLE AUGUST 2018	01 6041L 09
FIRST BANKCARD	68009	9/10/2018	18	116.90	ADM/ADMIN OFFICE POLE COVER AUGUST 2018	01 6050 09
FIRST BANKCARD	68009	9/10/2018	19	(18.90)	ADM/REFUND HEAVY DUTY STAPLER AUGUST 2018	01 6050 09
FIRST BANKCARD	68009	9/10/2018	1	-	ADM/ADOBE ACROPRO MONTHLY CHARGE AUGUST 20	01 6060I 09
FIRST BANKCARD	68009	9/10/2018	2	14.99	ADM/ADOBE ACROPRO MONTHLY CHARGE AUGUST 20	01 6060I 09
FIRST BANKCARD	68009	9/10/2018	3	24.50	WD/SHARE-IT DIGITAL RIVER AUGUST 2018	11 6045 11
FIRST BANKCARD	68009	9/10/2018	4	24.50	WW/SHARE-IT DIGITAL RIVER AUGUST 2018	12 6045 12
FIRST BANKCARD	68009	9/10/2018	5	14.99	ADM/ADOBE ACROBAT PRO MONTHLY CHARGE AUGUS	01 6060I 09
FIRST BANKCARD	68012	9/10/2018	1	-	FD/W HOLLINGSWORTH VISA CHARGES AUGUST 2018	01 6041L 01
FIRST BANKCARD	68012	9/10/2018	2	52.91	FD/MINERAL BASED HYDRAULIC FLUID AUGUST 2018	01 6041L 01
FIRST BANKCARD	68012	9/10/2018	3	265.20	FD/PUBLIC SAFETY TRAINING	01 6120E 01
FIRST BANKCARD	68012	9/10/2018	4	28.50	FD/AMERICAN HEART ASSOC - HEARTCODE BLS CLASS	01 6120A 01
FIRST BANKCARD	68012	9/10/2018	5	91.58	FD/HOME DEPOT LUMBER AND FEE/RATCHET TIE DOW	01 6090 01
FIRST BANKCARD	68012	9/10/2018	6	18.00	FD/FULCRUM MONTHLY BILLING AUGUST 2018	01 6054 01
FIRST BANKCARD	68012	9/10/2018	7	3.95	FD/CERTIFIED LETTER AUGUST 2018	01 6090 01
FIRST BANKCARD	68012	9/10/2018	8	(1.70)	FD/DIESEL FUEL CARR FIRE AUGUST 2018	01 6096 01
FIRST BANKCARD	68012	9/10/2018	9	100.00	FD/DIESEL FUEL CARR FIRE AUGUST 2018	01 6096 01
FIRST BANKCARD	68012	9/10/2018	10	100.39	FD/DIESEL FUEL CARR FIRE AUGUST 2018	01 6096 01
FIRST BANKCARD	68012	9/10/2018	11	36.16	FD/AAA BATTERIES NOTEBOOKS AUGUST 2018	01 6090 01
FIRST BANKCARD	68012	9/10/2018	12	109.28	FD/COFFEE AUGUST 2018	01 6090 01
FIRST BANKCARD	68012	9/10/2018	13	178.91	FD/HOT HOSE PACK-BLACK WILDLAND AUGUST 2018	01 6090 01
FIRST BANKCARD	68012	9/10/2018	14	39.83	FD/BREAKFAST CARR FIRE AUGUST 2018	01 6120E 01

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FIRST BANKCARD	68012	9/10/2018	15	40.64	FD/GLASS CLEANER, PAPER TOWELS, AC CHARGER	01 6090 01
FIRST BANKCARD	68012	9/10/2018	16	78.25	FD/BREAKFAST CARR FIRE AUGUST 2018	01 6120E 01
FIRST BANKCARD	68012	9/10/2018	17	100.00	FD/DIESEL FUEL CARR FIRE AUGUST 2018	01 6096 01
FIRST BANKCARD	68012	9/10/2018	18	100.00	FD/DIESEL FUEL CARR FIRE AUGUST 2018	01 6096 01
				5,769.89		
FORD MOTOR CREDIT DEPT 67-434	68023	9/19/2018	1	8,816.36	WD/ANNUAL PRINCIAL 2017 F250 W/ROYAL SERVICE BC 11	6180J 11
FORD MOTOR CREDIT DEPT 67-434	68023	9/19/2018	2	795.12	WD/ANNUAL INTEREST 2017 F250 W/ROYAL SERVICE BC 11	6180H 11
				9,611.48		
FURNITURE INSTALLATION TEAM IN	68038	9/24/2018	1	4,067.30	ADM/ADMIN & FINANCE USED CUBICLES AND INSTALL	01 6170 09
FURNITURE INSTALLATION TEAM IN	68038	9/24/2018	1	64.65	ADM/BRIDGE FOR ASO'S DESK	01 6095 09
				4,131.95		
GRAVENDER, NANCY	68072	9/25/2018	1	6.10	ADM/POST OFFICE AND MAIL PICKUP	01 6120E 09
GREEN, JAMES R	67969	9/4/2018	1	45.00	WD/MONTHLY CELL PHONE REIMBURSEMENT 9/2018	11 6060C 11
GRESENS, ROBERT C.	67968	9/4/2018	1	100.00	WD/MONTHLY CELL PHONE REIMBURSEMENT 09/2018	11 6060C 11
GRUBER, JEROME	67970	9/4/2018	1	100.00	ADM/MONTHLY CELL PHONE REIMBURSEMENT 09/2018	01 6060C 09
GSOLUTIONZ, INC.	68040	9/24/2018	1	75.00	ADM/LABOR, REMOTE SUPPORT TIER 3 REG	01 6080M 09
GSOLUTIONZ, INC.	68040	9/24/2018	1	75.00	ADM/FINANCE STAFF MEMBER TRNSFR CALL ISSUES	01 6080M 09
				150.00		
HALEY DODSON	67967	9/4/2018	1	100.00	ADM/MONTHLY CELL PHONE REIMBURSEMENT 09/2018	01 6060C 09
HALEY DODSON	68037	9/24/2018	1	1.09	ADM/MILEAGE REIMB FOR MTG SUPPLIES FOR OFFICE	01 6115 09
HALEY DODSON	68037	9/24/2018	2	2.01	ADM/MILEAGE REIMB FOR TRIPS TO POST OFFICE	01 6115 09
HALEY DODSON	68037	9/24/2018	3	5.49	ADM/REIMBURSEMENT FOR MEETING MILEAGE	01 6115 09
HALEY DODSON	68037	9/24/2018	4	8.67	ADM/REIMBURSEMENT OFFICE SUPPLIES/MILEAGE	01 6115 09
HALEY DODSON	68037	9/24/2018	5	0.49	ADM/SET UP FOR 9/17 CLOSED SESSION AT VETS HALL	01 6115 09
				117.75		
HOLLINGSWORTH, WILLIAM	67971	9/4/2018	1	100.00	FD/MONTHLY CELL PHONE REIMBURSEMENT 09/2018	01 6060C 09
HOME DEPOT CREDIT SERVICE	68041	9/24/2018	1	26.91	F&R/MEDIUM SATIN PAINT	01 6033R 02
HOME DEPOT CREDIT SERVICE	68041	9/24/2018	1	145.37	F&R/ALUMINUM LANDSCAPING RAKES	01 6033R 02
HOME DEPOT CREDIT SERVICE	68041	9/24/2018	1	123.84	F&R/PRESSURE TREATED PLYWOOD HOSE HANGER AP	01 6033V 02
HOME DEPOT CREDIT SERVICE	68041	9/24/2018	1	38.50	F&R/SATIN MEDIUM PAINT VETS HALL	01 6033V 02
HOME DEPOT CREDIT SERVICE	68041	9/24/2018	1	74.83	F&R/SATIN MEDIUM INTERIOR PAINT	01 6033B 02
HOME DEPOT CREDIT SERVICE	68041	9/24/2018	1	77.00	ADM/INTERIER PAINT SATIN MEDIUM	01 6033B 09
HOME DEPOT CREDIT SERVICE	68041	9/24/2018	1	448.83	F&R/SHOP SUPPLIES	01 6033R 02
				935.28		
INNOVATIVE CONCEPTS	67972	9/4/2018	1	25.00	FD/FIRE WEBSITE HOSTING 09/2018	01 6044 01
INNOVATIVE CONCEPTS	67972	9/4/2018	2	25.00	ADM/CIS WEB HOSTING 09/2018	01 6044 09
				50.00		
J B DEWAR INC.	68042	9/24/2018	1	863.48	FD/220 GALLONS DIESEL	01 6096 01
J B DEWAR INC.	68042	9/24/2018	1	1,801.22	F&R/427 GLS GASOLINE 80 GLS DIESEL	01 6096 02
J B DEWAR INC.	68042	9/24/2018	1	1,398.03	F&R/400 GALLONS GASOLINE	01 6096 02
				4,062.73		
JESUS VASQUEZ	68100	9/27/2018	1	47.74	MQ CUSTOMER REFUND	11 2005
JOHN ALLCHIN	67962	9/4/2018	1	45.00	WW/MONTHLY CELL PHONE REIMBURSEMENT 09/2018	12 6060C 12
JOHN ALLCHIN	68051	9/25/2018	1	200.00	WW/14 CEU AND BRUSH UP FOR GRADE 4 EXAM	12 6120E 12
				245.00		
JOHN BRASS	68094	9/27/2018	1	47.74	MQ CUSTOMER REFUND	11 2005
KRISTEN MAGNUSSEN	68096	9/27/2018	1	48.25	MQ CUSTOMER REFUND	11 2005
L.N. CURTIS & SONS	68074	9/25/2018	1	300.78	FD/YELLOW SPECHOSE CPLD	01 6090 01

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LIBERTY COMPOSTING, INC.	68073	9/25/2018	1	5,872.53	WW/AUGUST TIPPING FEES TRAILER FEE	12 6032S 12
LIEBERT CASSIDY WHITMORE	68019	9/11/2018	1	1,110.00	ADM/CLIENT MATTER NO: CA131-00008	01 6080L 09
LIEBERT CASSIDY WHITMORE	68019	9/11/2018	1	1,887.00	ADM/CLIENT MATTER NO: CA131-00009	01 6080L 09
LIEBERT CASSIDY WHITMORE	68019	9/11/2018	1	4,395.50	ADM/CLIENT MATTER NO: CA131-00010	01 6080L 09
LIEBERT CASSIDY WHITMORE	68019	9/11/2018	1	2,542.00	ADM/CLIENT MATTER NO: CA131-00011	01 6080L 09
LIEBERT CASSIDY WHITMORE	68043	9/24/2018	1	1,591.00	ADM/CLIENT MATTER NO: CA131-00008	01 6080L 09
LIEBERT CASSIDY WHITMORE	68043	9/24/2018	1	220.00	ADM/CLIENT MATTER NO: CA131-00001	01 6080L 09
				<u>11,745.50</u>		
LURA NASH	68098	9/27/2018	1	47.74	MQ CUSTOMER REFUND	11 2005
MADRID, MONIQUE	67973	9/4/2018	1	100.00	ADM/MONTHLY CELL PHONE REIMBURSEMENT 09/2018	01 6060C 09
MED-STOPS MEDICAL CLINIC, INC	68075	9/25/2018	1	235.00	ADM/POST OFFER PHYSICAL	01 6125 09
MENDOZA, CARLOS	67974	9/4/2018	1	22.50	ADM/MONTHLY CELL PHONE REIMBURSEMENT 09/2018	01 6060C 09
MENDOZA, CARLOS	67974	9/4/2018	2	22.50	F&R/MONTHLY CELL PHONE REIMBURSEMENT 09/2018	01 6060C 02
				<u>45.00</u>		
MISSION LINEN SUPPLY	68076	9/25/2018	1	67.30	WDTOWELS WET MOPS FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	68076	9/25/2018	1	68.75	WD/TOWELS WET MOPS FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	68076	9/25/2018	1	68.75	WD/TOWELS WET MOP FLOOR MATS	11 6094 11
MISSION LINEN SUPPLY	68076	9/25/2018	1	14.00	WW/FLOOR MATS	12 6033B 12
MISSION LINEN SUPPLY	68076	9/25/2018	1	69.75	WD/TOWELS FLOOR MATS	11 6094 11
MISSION LINEN SUPPLY	68076	9/25/2018	1	15.00	WW/FLOOR MATS	12 6033B 12
MISSION LINEN SUPPLY	68076	9/25/2018	1	69.75	WD/TOWELS WET MOP FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	68076	9/25/2018	1	15.00	WD/FLOOR MATS	11 6094 11
				<u>388.30</u>		
MORTIMER FERNANDEZ-LOPEZ	68077	9/25/2018	1	287.00	WD/TROUBLESHOOT SIDE GATE SAN SIMEON CREEK R	11 6031W 11
NORMAN GOODIN	68015	9/11/2018	1	127.91	MQ CUSTOMER REFUND	11 2005
OASIS EQUIPMENT RENTAL	68078	9/25/2018	1	499.00	F&R/SKID STEER RENTAL	01 6033R 02
OASIS EQUIPMENT RENTAL	68078	9/25/2018	1	224.00	F&R/PLATE CONPACTORS	01 6033R 02
				<u>723.00</u>		
PACIFIC GAS & ELECTRIC	68020	9/19/2018	1	313.99	WW/ELEC SVC LIFT STATION A AUGUST 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68020	9/19/2018	2	249.45	WW/ELEC SVC LIFT STATION 9 AUGUST 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68020	9/19/2018	3	104.96	WW/ELEC SVC LIFT STATION B2 AUGUST 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68020	9/19/2018	4	256.47	WW/ELEC SVC LIFT STATION A1 AUGUST 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68020	9/19/2018	5	542.13	WW/ELEC SVC LIFT STATION B AUGUST 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68020	9/19/2018	6	178.79	WW/ELEC SVC LIFT STATION B3 AUGUST 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68020	9/19/2018	7	351.47	WW/ELEC SVC LIFT STATION B4 AUGUST 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68020	9/19/2018	8	22.84	WW/ELEC SVC LIFT STN WELL PUMP 9P7 AUGUST 2018	39 6060E 25
PACIFIC GAS & ELECTRIC	68020	9/19/2018	9	24.41	WW/ELEC SVC LIFT STATION 8 AUGUST 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68020	9/19/2018	10	19,781.63	WW/ELEC SVC TREATMENT PLANT AUGUST 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68020	9/19/2018	11	17.82	WW/ELEC SVC LIFT STATION 4 AUGUST 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68020	9/19/2018	12	194.21	WW/ELEC SVC LIFT STATION B1 AUGUST 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68020	9/19/2018	1	1,320.76	SWF/ELEC SVC 990 SAN SIMEON CRK TRMT PLANT AUC	39 6060E 25
PACIFIC GAS & ELECTRIC	68020	9/19/2018	1	41.80	F&R/WEST VILLAGE RESTROOM 08/03/18 - 09/04/18	01 6060E 02
PACIFIC GAS & ELECTRIC	68020	9/19/2018	2	33.14	F&R/EAST VILLAGE RESTROOM 08/03/18 - 09/04/18	01 6060E 02
PACIFIC GAS & ELECTRIC	68020	9/19/2018	3	511.52	F&R/ELEC SVC VETERANS HALL 08/03/18 - 09/04/18	01 6060E 02
PACIFIC GAS & ELECTRIC	68020	9/19/2018	4	654.00	FD/ELEC SVC 2850 BURTON DR 08/03/18 - 09/04/18	01 6060E 01
PACIFIC GAS & ELECTRIC	68020	9/19/2018	5	27.17	FD/ELEC SVC 2850 BURTON DR 08/03/18 - 09/04/18	01 6060E 01
PACIFIC GAS & ELECTRIC	68020	9/19/2018	6	486.01	ADM/ELEC SVC 1316 TAMSEN DR 08/03/18 - 09/04/18	01 6060E 02
PACIFIC GAS & ELECTRIC	68020	9/19/2018	7	152.74	ADM/ELEC SVC RADIO SHACK 08/03/18 - 09/04/18	01 6060E 09
PACIFIC GAS & ELECTRIC	68020	9/19/2018	8	1,232.67	ADM/ELEC SVC STREET LIGHTING 08/03/18 - 09/04/18	01 6060E 02
PACIFIC GAS & ELECTRIC	68020	9/19/2018	1	25.96	WD/ELEC SVC 9110 CHARING LANE 06/27 - 08/27/18	11 6060E 11
PACIFIC GAS & ELECTRIC	68020	9/19/2018	2	1,205.57	WD/ELEC SVC 1320 SAN SIMEON CRK RD 06/27-08/27/18	11 6060E 11
PACIFIC GAS & ELECTRIC	68020	9/19/2018	3	2,444.22	WD/ELEC SVC 1330 SAN SIMEON CRK RD 06/27-08/27/18	11 6060E 11
PACIFIC GAS & ELECTRIC	68020	9/19/2018	4	2,082.65	WD/ELEC SVC 1340 SAN SIMEON CRK RD 06/27-08/27/18	11 6060E 11
PACIFIC GAS & ELECTRIC	68020	9/19/2018	5	661.60	WD/ELEC SVC 6425 CAMBRIA PINES RD 06/27-08/27/18	11 6060E 11
PACIFIC GAS & ELECTRIC	68020	9/19/2018	6	32.85	WD/ELEC SVC 988 MANOR WAY 06/27-08/27/18	11 6060E 11
PACIFIC GAS & ELECTRIC	68020	9/19/2018	7	6,454.71	WD/ELEC SVC 2031 RODEO GROUNDS RD 06/27-08/27/18	11 6060E 11

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PACIFIC GAS & ELECTRIC	68020	9/19/2018	8	821.82	WD/ELEC SVC 2499 VILLAGE LANE 06/27-08/27/18	11 6060E 11
PACIFIC GAS & ELECTRIC	68020	9/19/2018	9	785.78	WD/ELEC SVC 1975 STUART ST 06/27-08/27/18	11 6060E 11
PACIFIC GAS & ELECTRIC	68020	9/19/2018	1	1,419.60	WD/ELEC SVC 2820 SANTA ROSA ROAD AUGUST 2018	11 6060E 11
PACIFIC GAS & ELECTRIC	68020	9/19/2018	1	337.42	SWF/ELEC SVC 990 SAN SIMEON CRK RD UNIT 2 08/29/13	6060E 25
				<u>42,770.16</u>		
PASO ROBLES FORD	68079	9/25/2018	1	140.00	WW/CHECK ENGINE LIGHT ON - SEVERAL ISSUES	12 6041L 12
PEWTER PLOUGH/GIOVANNI GRILLE	68099	9/27/2018	1	88.84	MQ CUSTOMER REFUND	11 2005
PLACER TITLE COMPANY	68080	9/25/2018	1	679.00	WD/ESCROW DEPOSIT FOR VLM @ 024.372.005 & .016 LI 11	6080V 10
QUILL CORP	68081	9/25/2018	1	230.56	WW/BROTHER TONER BLACK YELLOW MAGENTA	12 6050 12
QUILL CORP	68081	9/25/2018	1	234.83	WW/BROTHER TONERS BLACK MAGENTA YELLOW CAT 12	6050 12
QUILL CORP	68081	9/25/2018	1	80.43	WW/BROTHER HY TONER YELLOW	12 6050 12
				<u>545.82</u>		
RAIN FOR RENT	68010	9/10/2018	1	1,680.00	SWF/SPILLGUARD ECONT TANK FLAT AUGUST 2018	39 6170 25
RETIREE00	67976	9/7/2018	1	429.29	WD/MONTHLY HEALTH INSUR REIMB FOR SEP '18	11 5121 11
RETIREE01	67977	9/7/2018	1	458.57	WW/MONTHLY HEALTH INSUR PREMIUM FOR SEP '18	12 5121 12
RETIREE02	67978	9/7/2018	1	458.57	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 01	5121 02
RETIREE04	67979	9/7/2018	1	148.15	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 01	5121 09
RETIREE05	67980	9/7/2018	1	429.29	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 12	5121 12
RETIREE06	67981	9/7/2018	1	148.15	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 11	5121 11
RETIREE07	67982	9/7/2018	1	148.15	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 11	5121 11
RETIREE08	67983	9/7/2018	1	135.89	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 11	5121 11
RETIREE09	67984	9/7/2018	1	148.15	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 01	5121 09
RETIREE10	67985	9/7/2018	1	148.15	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB SEP '18 01	5121 09
RETIREE11	67986	9/7/2018	1	148.15	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 01	5121 09
RETIREE12	67987	9/7/2018	1	991.47	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 12	5121 12
RETIREE13	67988	9/7/2018	1	148.15	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SEP 01	5121 01
RETIREE14	67989	9/7/2018	1	148.15	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 01	5121 02
RETIREE15	67990	9/7/2018	1	148.15	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SEP 01	5121 01
RETIREE16	67991	9/7/2018	1	429.29	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 11	5121 11
RETIREE17	67992	9/7/2018	1	429.29	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 01	5121 09
RETIREE19	67993	9/7/2018	1	1,050.15	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SEP 01	5121 01
RETIREE20	67994	9/7/2018	1	148.15	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 12	5121 12
RETIREE21	67995	9/7/2018	1	148.15	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 12	5121 12
RETIREE22	67996	9/7/2018	1	429.29	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 12	5121 12
RETIREE23	67997	9/7/2018	1	429.29	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 01	5121 09
RETIREE24	67998	9/7/2018	1	148.15	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 01	5121 02
RETIREE26	67999	9/7/2018	1	792.49	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 01	5121 09
RETIREE27	68000	9/7/2018	1	1,050.16	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SEP 01	5121 01
RETIREE28	68001	9/7/2018	1	429.29	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 01	5121 02
RETIREE30	68002	9/7/2018	1	458.57	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 11	5121 11
RETIREE31	68003	9/7/2018	1	458.57	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 01	5121 09
RETIREE32	68004	9/7/2018	1	1,050.15	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 01	5121 09
RETIREE33	68005	9/7/2018	1	458.57	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SE 01	5121 09
RETIREE34	68006	9/7/2018	1	991.47	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR SEP 01	5121 01
				<u>13,137.46</u>		
RICE, MIKE	68082	9/25/2018	1	120.00	F&R/STRUT BROKEN REHANG LIGHTHOUSE	01 6033L 02
RUTAN & TUCKER, LLP	68045	9/24/2018	1	5,074.77	SWF/PROFESSIONAL SERVICES	39 1829I 11
RUTAN & TUCKER, LLP	68045	9/24/2018	1	100.50	SWF/PROFESSIONAL SERVICES	39 1829I 11
RUTAN & TUCKER, LLP	68045	9/24/2018	1	382.50	SWF/PROFESSIONAL SERVICES	39 1829I 11
RUTAN & TUCKER, LLP	68045	9/24/2018	1	5,175.00	SWF/PROFESSIONAL SERVICES	39 1829I 11
				<u>10,732.77</u>		
S&S SEEDS, INC.	68083	9/25/2018	1	1,000.15	F&R/SEED FOR EROSION CONTROL ON FISCALINI RANC 01	6033R 02
SAN LUIS PERSONNEL SERVICES, I	68046	9/24/2018	1	1,820.00	DM/ADMIN ASST FRONT DESK TEMP SERV WKEND 08/31	6080T 09
SAN LUIS PERSONNEL SERVICES, I	68046	9/24/2018	1	652.87	ADM/ADMIN ASST FRONT DESK SERV REMAINING FEE 01	6080T 09
				<u>2,472.87</u>		

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF SEPTEMBER, 2018**

VENDOR	CHECK NO	CHECK DATE	LINE NO	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
SHIELDS COMMUNICATION	68022	9/19/2018	1	125.00	ADM/TECHNICIAN FIXED SS'S PHONE SIDE CAR	01 6080M 09
SHIELDS COMMUNICATION	68022	9/19/2018	1	1,759.04	ADM/CAT6 CABLES CAT5E JACK FACE PLATES	01 6080M 09
				<u>1,884.04</u>		
SHIFT CALENDARS, INC.	68084	9/25/2018	1	327.18	FD/FIRE DEPARTMENT SHIFT CALENDAR PROGRAM	01 6050 01
SLO COUNTY EMS	68047	9/24/2018	1	156.00	FD/ADVANCED PROTOCOL REVIEW 8/15/18 TORLANO	01 6120A 01
SOUTH COAST EMERGENCY VEHICLE	68085	9/25/2018	1	85.00	FD/BIT INSPECTION GREASED CHASSIS TOPPED OFF FI01	6041L 01
STATE OF CALIFORNIA	68048	9/24/2018	1	49.00	ADM/AUGUST FINGERPRINTS APPS AND FINGERPRINTS	01 6125 09
STEPHANIE MORRIS	68101	9/28/2018	1	2.18	ADM/MILEAGE REIMBURSEMENT MEETING AND POST C01	6120E 09
TAPS TRUCK ACCESSORY	68086	9/25/2018	1	1,902.94	SWF/PARTS LABOR TO INSTALL CAB GUARD, TOOLBOX	39 6195 25
TAYLOR, ROB	68087	9/25/2018	1	722.50	WD/REFUND OVERPMT FEES SERV LINE INSTALL	11 2420 11
TEKTEGRITY INC	68011	9/10/2018	1	439.33	ADM/CK PRINTER,365 SUBSCRIPTION PAYROLL	01 6045 09
TEKTEGRITY INC	68011	9/10/2018	2	150.00	ADM/OFFICE 365 SUBSCRIPTION PAYROLL	01 6045 09
TEKTEGRITY INC	68011	9/10/2018	3	150.00	WD/OFFICE 365 SUBSCRIPTION	11 6045 11
				<u>739.33</u>		
THE BLUEPRINTER	68027	9/24/2018	1	195.56	WD/#10 WINDOW ENVELOPES BW 28# STOCK	11 6053 11
THE BLUEPRINTER	68027	9/24/2018	2	195.57	WW/#10 WINDOW ENVELOPES BW 28# STOCK	12 6053 12
				<u>391.13</u>		
THE DOCUTEAM	68036	9/24/2018	1	726.44	ADM/BOX STORAGE,PICKUP/DELIVER, SHELIVING BOXE:01	6080M 09
THE GAS COMPANY	68039	9/24/2018	1	80.66	FD/GAS SVC 2850 BURTON DRIVE 07/30-08/29/18	01 6060G 01
THE GAS COMPANY	68039	9/24/2018	1	3.41	FD/GAS SVC 5490 HEATH LANE 07/25 - 08/23/18	01 6060G 01
THE GAS COMPANY	68039	9/24/2018	1	34.18	WW/GAS SVC 5500 HEATH LANE 07/25 - 08/24/18	12 6060G 12
THE GAS COMPANY	68039	9/24/2018	1	30.77	WW/GAS SVC 5500 HEATH LANE 07/25 - 08/24/18	12 6060G 12
				<u>149.02</u>		
THE TRIBUNE	68088	9/25/2018	1	275.88	ADM/PROS VACANCY ADVERTS 08/06-09/02/18	01 6011I 16
TJ MARKHAM	68017	9/11/2018	1	125.57	MQ CUSTOMER REFUND	11 2005
UNITED STATE TREASURY	68102	9/28/2018	1	315.64	ADM/941 FEDERAL TAX DEPOSIT	01 6055 09
WAYNE'S TIRE, INC.	68089	9/25/2018	1	217.99	FD/NEW VALVE LEFT REAR INNER	01 6041L 01
WEST COAST TREE SERVICE	68090	9/25/2018	1	1,200.00	F&R/DEAD TREEREMOVAL & SPREAD CHIPS	01 6033G 02
WEST COAST TREE SERVICE	68090	9/25/2018	1	1,700.00	F&R/REFURBISH FISCALLINI PATH PHASE I	01 6033R 02
				<u>2,900.00</u>		
WESTERN EQUIPMENT FINANCE, INC	68091	9/25/2018	1	150.00	F&R/DOCUMENTATION FEES	01 6055 02
WILLIAMS HORTICULTURE	68092	9/25/2018	1	675.00	SWF/MONTHLY TREATMENT - GOPHERS	39 6170E 25
	67400	9/19/2018	9000	(1,680.00)	Ck# 067400 Reversed	39 6031Z 25
	67672	9/28/2018	9000	(75.00)	Ck# 067672 Reversed	01 4390 09
				<u>(1,755.00)</u>		
Accounts Payable Vendor Subtotal				<u>346,820.38</u>		
Fire Department Accounts Payable Subtotal				10,005.33		
Facilities & Resources Accounts Payable Subtotal				18,609.72		
Administration Accounts Payable Subtotal				71,292.45		
Water Accounts Payable Subtotal				47,450.51		
Wastewater Accounts Payable Subtotal				187,236.97		
Parks, Recreation & Open Space Accounts Payable Subtotal				444.26		
SWF Operations Accounts Payable Subtotal				11,781.14		
Accounts Payable Vendor Subtotal				<u>346,820.38</u>		

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF SEPTEMBER, 2018**

VENDOR	CHECK NO	CHECK DATE	LINE NO	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
AFLAC (AMER FAM LIFE INS)	5898	9/7/2018	1	100.76	VOLUNTARY INS-PRETAX	01 2162
AFLAC (AMER FAM LIFE INS)	5912	9/21/2018	1	100.76	VOLUNTARY INS-PRETAX	01 2162
				<u>201.52</u>		
AMERITAS	5921	9/30/2018	1	3,835.67	DENTAL INSURANCE-YER	01 2150
AMERITAS	5921	9/30/2018	2	114.87	DENTAL INSURANCE-YER	01 5102 09
AMERITAS	5921	9/30/2018	1	476.46	DENTAL INSURANCE-YER	01 2150
				<u>4,427.00</u>		
CAMBRIA COMMUNITY SERVICES DIS	5899	9/7/2018	1	1,150.00	MEDICAL REIMBURSEMNT	01 2171
CAMBRIA COMMUNITY SERVICES DIS	5899	9/7/2018	2	250.00	MEDICAL REIMBURSEMNT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	5899	9/7/2018	3	50.00	MEDICAL REIMBURSEMNT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	5899	9/7/2018	4	200.00	MEDICAL REIMBURSEMNT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	5899	9/7/2018	5	150.00	MEDICAL REIMBURSEMNT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	5899	9/7/2018	6	200.00	MEDICAL REIMBURSEMNT	12 5122 12
CAMBRIA COMMUNITY SERVICES DIS	5913	9/21/2018	1	1,150.00	MEDICAL REIMBURSEMNT	01 2171
CAMBRIA COMMUNITY SERVICES DIS	5913	9/21/2018	2	250.00	MEDICAL REIMBURSEMNT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	5913	9/21/2018	3	50.00	MEDICAL REIMBURSEMNT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	5913	9/21/2018	4	200.00	MEDICAL REIMBURSEMNT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	5913	9/21/2018	5	150.00	MEDICAL REIMBURSEMNT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	5913	9/21/2018	6	200.00	MEDICAL REIMBURSEMNT	12 5122 12
				<u>4,000.00</u>		
CAMBRIA FIRE FIGHTERS LOCAL 46	5902	9/7/2018	1	240.00	DUES-FIRE IAFF	01 2160
CAMBRIA FIRE FIGHTERS LOCAL 46	5915	9/21/2018	1	240.00	DUES-FIRE IAFF	01 2160
				<u>480.00</u>		
CAMBRIA FIREFIGHTERS ASSN	5901	9/7/2018	1	171.02	RESERVE FIREFTR DUES	01 2160
EMPLOYMENT DEVELOPMENT DP	5900	9/7/2018	1	5,915.18	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	5900	9/7/2018	1	1,230.07	STATE INCOME TAX	01 2130
EMPLOYMENT DEVELOPMENT DP	5914	9/21/2018	1	3,396.56	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	5914	9/21/2018	1	902.23	STATE INCOME TAX	01 2130
				<u>11,444.04</u>		
ICMA-VNTGPT TRSFR AGT 457	5905	9/7/2018	1	2,859.93	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	5905	9/7/2018	1	1,027.81	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	5918	9/21/2018	1	4,209.48	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	5918	9/21/2018	1	1,027.81	457 DEFERRED COMP IN	01 2141
				<u>9,125.03</u>		
IRS/FEDERAL PAYROLL TAXES	5904	9/7/2018	1	15,474.48	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	5904	9/7/2018	1	15,449.58	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	5904	9/7/2018	1	3,804.92	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	5917	9/21/2018	1	9,112.42	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	5917	9/21/2018	1	11,531.88	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	5917	9/21/2018	1	2,902.76	FEDERAL INCOME TAX	01 2120
				<u>58,276.04</u>		
LINCOLN FINANCIAL GROUP	5922	9/30/2018	1	225.48	LIFE INSURANCE	01 2164
LINCOLN FINANCIAL GROUP	5922	9/30/2018	2	(21.54)	LIFE INSURANCE	01 5105 01
LINCOLN FINANCIAL GROUP	5922	9/30/2018	3	(21.54)	LIFE INSURANCE	01 5105 01
LINCOLN FINANCIAL GROUP	5922	9/30/2018	4	(8.12)	LIFE INSURANCE	12 5105 12
				<u>174.28</u>		
PERS HEALTH BENEFIT SERV	5924	9/30/2018	1	34,372.63	MEDICAL INSURANC-YER	01 2151
PERS HEALTH BENEFIT SERV	5924	9/30/2018	2	95.76	MEDICAL INSURANC-YER	01 5103 09
PERS HEALTH BENEFIT SERV	5924	9/30/2018	3	665.00	MEDICAL INSURANC-YER	01 5121 01
PERS HEALTH BENEFIT SERV	5924	9/30/2018	4	532.00	MEDICAL INSURANC-YER	01 5121 02
PERS HEALTH BENEFIT SERV	5924	9/30/2018	5	1,330.00	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	5924	9/30/2018	6	798.00	MEDICAL INSURANC-YER	11 5121 11
PERS HEALTH BENEFIT SERV	5924	9/30/2018	7	798.00	MEDICAL INSURANC-YER	12 5121 12
PERS HEALTH BENEFIT SERV	5924	9/30/2018	8	46.87	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	5924	9/30/2018	9	591.57	MEDICAL INSURANC-YER	01 5121 09

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF SEPTEMBER, 2018**

VENDOR	CHECK NO	CHECK DATE	LINE NO	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
PERS HEALTH BENEFIT SERV	5924	9/30/2018	10	355.05	MEDICAL INSURANC-YER	11 5121 25
PERS HEALTH BENEFIT SERV	5924	9/30/2018	1	6,315.89	MEDICAL INSURANC-YER	01 2151
				<u>45,900.77</u>		
PERS RETIREMENT SYSTEM	5906	9/7/2018	1	0.01	PERS PAYROLL REMITTANCE	01 5111 09
PERS RETIREMENT SYSTEM	5906	9/7/2018	2	19,842.75	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	5919	9/21/2018	1	0.01	PERS PAYROLL REMITTANCE	01 5111 09
PERS RETIREMENT SYSTEM	5919	9/21/2018	2	18,493.97	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	5923	9/30/2018	1	7,315.40	UNFUNDED ACCRUED LIABILITY	01 5109 09
PERS RETIREMENT SYSTEM	5923	9/30/2018	2	1,913.31	UNFUNDED ACCRUED LIABILITY	01 5109 02
PERS RETIREMENT SYSTEM	5923	9/30/2018	3	4,556.43	UNFUNDED ACCRUED LIABILITY	11 5109 11
PERS RETIREMENT SYSTEM	5923	9/30/2018	4	4,382.67	UNFUNDED ACCRUED LIABILITY	12 5109 12
PERS RETIREMENT SYSTEM	5923	9/30/2018	5	1,139.11	UNFUNDED ACCRUED LIABILITY	11 5109 25
PERS RETIREMENT SYSTEM	5923	9/30/2018	6	5,806.70	UNFUNDED ACCRUED LIABILITY	01 5109 01
PERS RETIREMENT SYSTEM	5923	9/30/2018	7	-	UNFUNDED ACCRUED LIABILITY	
PERS RETIREMENT SYSTEM	5923	9/30/2018	1	2,100.00	GASB-68 REPORTS & SCHED ANNUAL FEE	01 5110 09
				<u>65,550.36</u>		
PPBI-DIRECT DEPOSIT	5903	9/7/2018	1	3,921.00	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	5903	9/7/2018	1	67,134.43	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	5916	9/21/2018	1	4,071.00	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	5916	9/21/2018	1	52,323.13	Direct Deposit Flat	01 2152
				<u>127,449.56</u>		
SEIU LOCAL 620	5907	9/7/2018	1	436.46	SEIU UNION DUES	01 2160
SEIU LOCAL 620	5920	9/21/2018	1	436.46	SEIU UNION DUES	01 2160
				<u>872.92</u>		
				<u>328,072.54</u>		
				<u>674,892.92</u>		

Payroll Payable Subtotal

328,072.54

TOTAL DISBURSEMENTS FOR SEPTEMBER, 2018

674,892.92

CAMBRIA COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS SPECIAL MEETING MINUTES

Wednesday, September 12, 2018 10:00 AM

1. OPENING

A. Call to Order

Vice President Bahringer called the meeting to order at 10:00 a.m.

B. Pledge of Allegiance

Vice President Bahringer led the Pledge of Allegiance.

C. Establishment of Quorum

Directors present: Jim Bahringer, Harry Farmer, Aaron Wharton and David Pierson.

Directors absent: Amanda Rice.

Staff present: District Counsel Timothy Carmel and Administrative Services Officer Monique Madrid.

2. PUBLIC COMMENT ON AGENDA ITEMS

Public Comment: None.

3. ADJOURN TO CLOSED SESSION

Vice President Bahringer adjourned the meeting to closed session at 10:05 a.m.

A. PUBLIC EMPLOYEE DISCIPLINE/DISSMISSAL/RELEASE Pursuant to Government Code Section 54957.

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

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Monday, September 17, 2018 3:00 PM

1. OPENING

A. Call to Order

President Rice called the meeting to order at 3:00 p.m.

B. Pledge of Allegiance

President Rice led the Pledge of Allegiance.

C. Establishment of Quorum

Directors present: Amanda Rice, Jim Bahringer, Harry Farmer, Aaron Wharton and David Pierson.

Staff present: District Counsel Timothy Carmel and Administrative Services Officer Monique Madrid.

2. PUBLIC COMMENT ON AGENDA ITEMS

Public Comment: None.

3. ADJOURN TO CLOSED SESSION

President Rice adjourned the meeting to closed session at 3:10 p.m.

- A. PUBLIC EMPLOYMENT Pursuant to Government Code Section 54957.
Titles: Acting General Manager, Interim General Manager and General Manager.

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
 Thursday, September 27, 2018 2:00 PM

1. OPENING

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

There was no quorum.

Directors present: Harry Farmer

Directors absent: Amanda Rice, Jim Bahringer, Aaron Wharton and David Pierson.

Staff present: Deputy District Clerk Haley Dodson and Management Analyst Melissa Bland.

The meeting was adjourned to Thursday, October 4, 2018 at 12:00 p.m. The adjourned regular meeting location will be at 1000 Main Street Cambria, CA 93428. A Notice of Adjournment of Regular Meeting will be posted within 24 hours.

- D. Report from Closed Session**
 - E. Agenda Review: Additions/Deletions**
- 2. PUBLIC SAFETY (Estimated time 5 Minutes per item)**
- A. Sheriff's Department Report**
 - B. CCSD Fire Chief's Report**

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

4. CONSENT AGENDA (Estimated time: 15 Minutes)

- A. CONSIDERATION TO ADOPT THE AUGUST 2018 EXPENDITURE REPORT**
- B. CONSIDERATION TO ADOPT THE AUGUST 1, 2018 AND AUGUST 30, 2018 SPECIAL MEETING MINUTES AND AUGUST 23, 2018 REGULAR MEETING MINTUES**

- C. CONSIDERATION OF ADOPTION OF RESOLUTION 29-2018 UPDATING THE ASSIGNMENT OF BANKING POWERS FOR CAMBRIA COMMUNITY SERVICES DISTRICT
 - D. CONSIDERATION OF ADOPTION OF RESOLUTION 28-2018 REAPPOINTING JOYCE RENSHAW TO THE PARKS, RECREATION AND OPEN SPACE COMMISSION AND REAPPOINTING STANLEY COOPER AS AN ALTERNATE
- 5. REGULAR BUSINESS (Estimated time: 15 Minutes per item)**
- A. DISCUSS AND CONSIDER ESTABLISHING CRITERIA FOR THE DECLARATION OF A STAGE 3 WATER SHORTAGE EMERGENCY
 - B. CONSIDERATION OF APPROVAL TO APPLY FOR ASSISTANCE TO FIRE FIGHTERS GRANT PROGRAM FOR RADIO REPLACEMENT
- 6. BOARD MEMBER, COMMITTEE & LIAISON REPORTS**
- A. Board Member, Committee & Liaison Reports
- 7. MANAGER REPORTS**
- A. General Manager's Report
 - B. Finance Manager's Report
- 8. FUTURE AGENDA ITEM(S) (Estimated time: 15 Minutes)**
- 9. ADJOURN TO CLOSED SESSION (Estimated time: 60 Minutes)**
- A. PUBLIC EMPLOYMENT Pursuant to Government Code Section 54957.
Titles: Acting General Manager, Interim General Manager and General Manager.
 - B. CONFERENCE WITH LABOR NEGOTIATOR Pursuant to Government Code Section 54957.6
Agency Designated Representative: Timothy Carmel
Titles: Acting General Manager, Interim General Manager and General Manager.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.C.**

FROM: Pamela Duffield, Finance Manager

Meeting Date: October 25, 2018 Subject: CONSIDERATION OF ADOPTION OF
RESOLUTION 31-2018 UPDATING THE
ASSIGNMENT OF BANKING POWERS FOR
CAMBRIA COMMUNITY SERVICES
DISTRICT

RECOMMENDATIONS:

Staff recommends that the Board of Directors adopt Resolution 31-2018 updating the banking powers authority as listed in the attached Exhibit A, Authorized Banking Powers.

FISCAL IMPACT:

None.

DISCUSSION:

On October 4, 2018, the Board approved the assignment of banking powers. With a recent personnel change, the following revision has been made:

- Added Michael Benedetti, Administrative Technician III, to allow for bank statement pickup, and both electronic and walk-in banking deposits.

The last adopted assignment of banking powers has been revised and is presented today for the Board's review and approval.

Attachment: Resolution 31-2018
Exhibit A to Resolution 31-2018

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ RICE ___ BAHRINGER ___ FARMER ___ WHARTON ___ PIERSON _____

RESOLUTION 31-2018
October 25, 2018

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
UPDATING THE ASSIGNMENT OF BANKING POWERS FOR THE
CAMBRIA COMMUNITY SERVICES DISTRICT

WHEREAS, the Cambria Community Services District (“CCSD”) has bank accounts at Pacific Premier Bank (“PPB”), as well as an investment account with the State of California Local Agency Investment Fund (“LAIF”); and

WHEREAS, PPB and LAIF require an approved resolution specifying which banking powers are assigned to CCSD officials and staff; and

WHEREAS, it is necessary to update the assignment of banking powers for the CCSD’s bank and investment accounts.

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of the Cambria Community Services District that banking powers are hereby granted to the individuals listed within the attached Exhibit “A,” which is incorporated herein by this reference. This Resolution supersedes all previously adopted Resolutions relating to the assignment of banking powers.

PASSED AND ADOPTED this 25th day of October, 2018.

Amanda Rice
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

Monique Madrid
District Clerk

Timothy J. Carmel
District Counsel

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXHIBIT "A" TO RESOLUTION 31-2018
October 25, 2018
AUTHORIZED BANKING POWERS**

AGENT'S NAME AND TITLE OR POSITION

A Amanda Rice, President
 B Jim Bahringer, Vice President
 C Harry Farmer, Director
 D Aaron Wharton, Director
 E David Pierson, Director
 F Vacant, General Manager
 G Pam Duffield, Finance Manager
 H Robert Gresens, District Engineer
 I Mary Chris Cox, Administrative Technician III
 J Monique Madrid, Administrative Services Officer
 K Nancy Gravender, Finance Specialist
 L Michael Benedetti, Administrative Technician III
 M Haley Dodson, Deputy District Clerk

Holder of Power	Description of Power	No. of Signatures Required
None	All Powers Listed.	N/A
F,J	Open any deposit or share account(s) in the name of the CCSD.	2
A,B,C,D,E,F,H,J	Endorse Checks and orders for the payment of money or to otherwise withdraw or transfer funds on deposit.	2
F,J	Upon receiving Board of Directors' approval, borrow money on behalf and in the name of the CCSD, sign, execute and deliver promissory notes or other evidence of indebtedness.	2
F,J	Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a safe deposit box.	2
A,B,C,D,E,F	Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now or hereafter owned or acquired by the CCSD as security for sums borrowed, and to discount the same, unconditionally guarantee the payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	2

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

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.A.**

FROM: Timothy Carmel, District Counsel

Meeting Date: October 25, 2018Subject: DISCUSSION AND CONSIDERATION
OF ADOPTION OF RESOLUTION
30-2018 AMENDING THE DISTRICT
SALARY SCHEDULE, INCLUDING
ESTABLISHING A PAY SCHEDULE
FOR THE POSITION OF ACTING
GENERAL MANAGER AND
APPROVAL OF ACTING GENERAL
MANAGER EMPLOYMENT
AGREEMENT WITH MONIQUE
MADRID**RECOMMENDATIONS:**

Staff recommends that the Board of Directors adopt Resolution 30-2018 amending the CCSD Salary Schedule to establish a pay schedule for the position of Acting General Manager, as well as to implement several other minor modifications, and approve the Acting General Manager Employment Agreement with Monique Madrid.

FISCAL IMPACT:

The compensation for the Acting General Manager position will be based upon an annual base salary of \$152,000. The Administrative Services Officer/District Clerk salary will be increased by 5%, consistent with an increase previously approved by the prior General Manager.

BACKGROUND:

The District is in need of an Acting General Manager while it recruits for a new General Manager. The District's Administrative Services Officer/District Clerk, Monique Madrid, has agreed to serve as Acting General Manager. Her proposed salary while serving as Acting General Manager is based upon an annual base salary of \$152,000.

Effective January 1, 2018, a new law went into effect relating to "out-of-class" appointments. Government Code section 20480 limits temporary pay upgrades ("acting pay") for out-of-class service while the employer is actively recruiting to fill a staffing vacancy. Government Code section 20480(f) defines "out of class appointment" as "an appointment of an employee to an upgraded position or higher classification by the employer or governing board or body in a vacant position."

Employers may only provide temporary pay upgrades to employees for 960 hours per each fiscal year. Under the new statute, CalPERS now requires employers to track out-of-class hours worked in each vacant position per fiscal year and report these hours annually. The penalty for

violating this provision is to pay CalPERS three times the amount of money for the difference between the compensation paid for the out-of-class appointment and the compensation paid and reported to the system for the member's regular position. The penalty applies to the entire period(s) during which the staff member serves in an out-of-class appointment. Penalties paid to CalPERS are not normal contributions or additional contributions, and are not credited to an employer or employee's individual CalPERS account.

The attached Employment Agreement limits Ms. Madrid's appointment as Acting General Manager to no more than 960 hours, and includes the required tracking and reporting requirements. Government Code Section 20480 also requires that compensation for out-of-class appointments are to be pursuant to a collective bargaining agreement or a publicly available pay schedule. Publicly available pay schedules must also comply with California Code of Regulations section 570.5. Therefore, Resolution 30-2018 has been prepared to amend the CCSD's Salary Schedule to include a pay schedule for the position of Acting General Manager.

In addition, staff has recommended a few clean-up changes to the District's Salary Schedule. The position of Administrative Services Officer/District Clerk had previously been granted a 5% increase by the prior General Manager. In addition, the position titles of Administrative Technician III, Administrative Technician IV and Administrative Assistant - Confidential have been retitled Finance Specialist, Management Analyst and Deputy District Clerk - Confidential, respectively. Those changes have been included in Resolution 30-2018.

Attachments: Resolution 30-2018
Exhibit A to Resolution 30-2018
Acting General Manager Employment Agreement

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ RICE ___ BAHRINGER ___ FARMER ___ WHARTON ___ PIERSON___

RESOLUTION 30-2018
October 25, 2018

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
AMENDING THE DISTRICT'S SALARY SCHEDULE, INCLUDING
ESTABLISHING A PAY SCHEDULE FOR
THE POSITION OF ACTING GENERAL MANAGER

WHEREAS, the Board of Directors desires to appoint the Administrative Services Officer/District Clerk to serve as Acting General Manager for the Cambria Community Services District; and

WHEREAS, the appointment will constitute an "out-of-class appointment" under Government Code Section 20480; and

WHEREAS, Government Code Section 20480 provides that compensation for out-of-class appointments are to be pursuant to a collective bargaining agreement or a publicly available pay schedule; and

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

WHEREAS, the position of Administrative Services Officer/District Clerk should include a 5% increase and the Administrative Technician III, and Administrative Technician IV positions have been retitled Finance Specialist and Management Analyst, respectively, and the CCSD's Salary Schedule should be amended to reflect those changes.

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

1. The revised Cambria Community Services District Salary Schedule, attached hereto and incorporated herein as Exhibit A, is hereby approved.
2. In accordance with CalPERS regulation CCR 570.5, the pay rate and pay schedule for the position of Acting General Manager shall be based upon an annual base salary of one hundred fifty-two thousand dollars (\$152,000).
3. This Resolution and the salaries contained in Exhibit A shall constitute a publicly available pay schedule as required by Government Code Section 20480. Pursuant to CCR 570.5, it shall be immediately accessible and available for public review during the District's normal business hours.
4. This salary schedule shall be effective October 12, 2018. This Resolution and the salary schedule contained herein shall be retained by the District in its official records on a permanent basis.

Resolution 30-2018 was adopted at a Regular Meeting of the Cambria Community Services District on October 25, 2018.

Amanda Rice
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

Haley Dodson
Deputy District Clerk

Timothy J. Carmel
District Counsel

**CAMBRIA COMMUNITY SERVICES DISTRICT
SALARY SCHEDULE
FOR THE PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019**

POSITION TITLE	UPDATED OCTOBER 12, 2018					10 YEARS	15 YEARS	20 YEARS
	STEP A	STEP B	STEP C	STEP D	STEP E	SERVICE STEP E+5%)	SERVICE STEP E+7.5%)	SERVICE STEP E+10%)
SERVICE EMPLOYEES INTERNATIONAL UNION (ANNUAL AMOUNTS)								
Administrative Technician I	41,966	44,064	46,268	48,581	51,010	53,561	54,836	56,111
Water Treatment OIT	44,333	46,550	48,877	51,321	53,887	56,581	57,928	59,276
Maintenance Technician	44,555	46,782	49,121	51,577	54,156	56,864	58,218	59,572
Water Treatment Operator I	46,368	48,687	51,121	53,677	56,361	59,179	60,588	61,997
WasteWater Systems OIT	48,983	51,432	54,004	56,704	59,539	62,516	64,005	65,493
Administrative Technician II	49,970	52,469	55,092	57,847	60,739	63,776	65,295	66,813
WasteWater Systems Operator I	51,488	54,063	56,766	59,604	62,584	65,713	67,278	68,843
Water Treatment Operator II	52,526	55,152	57,910	60,805	63,845	67,038	68,634	70,230
Laboratory Technician	56,889	59,734	62,720	65,856	69,149	72,607	74,335	76,064
WasteWater Systems Operator II	58,035	60,937	63,984	67,183	70,542	74,070	75,833	77,597
Water Systems Operator T3/D2	59,501	62,476	65,600	68,880	72,324	75,940	77,748	79,556
Administrative Technician III	60,700	63,735	66,922	70,268	73,781	77,470	79,315	81,159
Finance Specialist-Payroll/Benefits*	60,700	63,735	66,922	70,268	73,781	77,470	79,315	81,159
WasteWater Systems Operator III	61,003	64,054	67,256	70,619	74,150	77,857	79,711	81,565
WasteWater & Water Supervisors & SWF CPO	71,560	75,138	78,894	82,839	86,981	91,330	93,505	95,679
CAMBRIA FIREFIGHTERS (IAFF LOCAL: 4635) (ANNUAL AMOUNTS)								
Fire Captain	72,636	76,268	80,081	84,085	88,290	92,704	94,911	97,118
Fire Engineer	60,240	63,252	66,415	69,735	73,222	76,883	78,714	80,544
CAMBRIA FIREFIGHTERS (IAFF LOCAL: 4635) (HOURLY AMOUNTS)								
Firefighter (SAFER Grant)	13.65	14.33	15.05	15.80	16.59	N/A	N/A	N/A
CAMBRIA RESERVE FIREFIGHTERS (HOURLY RATE: NO STEPS)								
Reserve Recruit Firefighter	11.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Firefighter	11.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Fire Engineer	12.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Lieutenant	13.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
CAMBRIA EXEMPT EMPLOYEES (ANNUAL AMOUNTS)								
Deputy District Clerk (Confidential)*	63,804	66,994	70,344	73,861	77,554	N/A	N/A	N/A
Management Analyst*	63,804	66,994	70,344	73,861	77,554	N/A	N/A	N/A
Facilities & Resources Supervisor	74,945	78,692	82,627	86,758	91,096	N/A	N/A	N/A
District Clerk/Administrative Services Officer	111,572	117,151	123,008	129,159	135,616	N/A	N/A	N/A
Finance Manager	107,900	113,295	118,960	124,908	131,153	N/A	N/A	N/A
District Engineer/Fire Chief	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
Acting General Manager	152,000	152,000	152,000	152,000	152,000	N/A	N/A	N/A
General Manager	170,457	170,457	170,457	170,457	170,457	N/A	N/A	N/A

* Denotes only a change in title no salary change

ACTING GENERAL MANAGER EMPLOYMENT AGREEMENT

This Acting General Manager Employment Agreement ("Agreement") made and entered into this _____ day of October, 2018, by and between the Cambria Community Services District (hereinafter referred to as "Employer," "District" or "CCSD") and Monique Madrid (hereinafter referred to as "Employee"), who understand as follows:

WITNESSETH:

WHEREAS, the Board of Directors ("Board") has determined that it is in the best interest of the CCSD to appoint an Acting General Manager while it conducts a recruitment for a new General Manager; and

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

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

SECTION 1. EMPLOYMENT OF ACTING GENERAL MANAGER

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

1. The implementation of the policies established by the Board of Directors for the operation of the District.
2. The appointment, supervision, discipline, and dismissal of the District's employees, consistent with the employee relations system established by the Board of Directors.
3. The supervision of the District's facilities and services.
4. The supervision of the District's finances.

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

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

SECTION 2. TERM AND TERMINATION

A. This Agreement shall take effect upon its execution by both parties and shall remain in effect until a new permanent General Manager starts his or her employment with the District or this Agreement is otherwise terminated as provided herein, provided however, that in no event shall Employee's employment as Acting General Manager extend beyond 960 hours or otherwise violate the provisions of Government Code Section 20480 regarding limits on out-of-class appointments. In accordance with Government Code Section 20480, the District will track Employee's hours worked serving as Acting General Manager and report that service to the CalPERS no later than thirty (30) days following the end of the 2018-19 fiscal year.

B. Employee understands that she has no constitutionally protected property or other interests in her employment as Acting General Manager. Employee understands and expressly agrees that she serves in the Acting General Manager position at the will and pleasure of the Board and that she may be terminated from that position at any time by the Board, without cause, at which time Employee shall return to her position as Administrative Services Officer/District Clerk.

C. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employee to resign at any time from the position of Acting General Manager, upon providing ten (10) days written notice to the Board, at which time Employee shall return to her position as Administrative Services Officer/District Clerk.

D. Upon the end of the term of this Agreement, or should Employee be terminated under Section 2.B. or exercise her right to resign under Section 2.C., Employee shall return to her position as Administrative Services Officer/District Clerk at the salary and benefits then applicable to that position, without loss of longevity, benefits or rights related to her previous employment as Administrative Services Officer/District Clerk.

SECTION 3. SALARY AND COMPENSATION

A. Effective October 12, 2018, Employer agrees to pay Employee monthly compensation based upon an annual base salary of One Hundred Fifty-Two Thousand Dollars (\$152,000.00) for her services as Acting General Manager, which compensation is set forth in Resolution 30-2018.

B. Employer agrees to continue to provide Employee with all additional benefits as provided to other management employees of the CCSD. Employee agrees to pay one-hundred percent (100%) of the Employee designated share of the contribution to the Public Employees Retirement System in accordance with Section 2.08.150 of the CCSD Municipal Code.

SECTION 4. GENERAL PROVISIONS

A. The terms of this Agreement are intended by the parties as the final expression of their agreement and may not be contradicted by evidence of any prior agreement or contemporaneous oral agreement. The parties further intend that this Agreement constitutes the complete and exclusive statement of its terms and that no extrinsic evidence whatsoever may be introduced in any judicial or arbitration proceeding, if any, involving this Agreement. Any amendments to this Agreement must be in writing and executed by both parties.

B. If any term, covenant, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired or invalidated thereby.

C. This Agreement shall be governed by the laws of the State of California. Employee and the District agree that venue for any dispute shall be in San Luis Obispo County, California.

D. The parties acknowledge that they understand the significance and consequences of this Agreement. The parties also acknowledge that they have been given full opportunity to review and negotiate this Agreement and execute it only after full reflection and analysis, and that they have had an opportunity to review this document and its application and meaning with their respective attorneys and advisors. This Agreement shall not be interpreted against the party who prepared the initial draft because all parties participated in the drafting of this Agreement by having ample opportunity to review and submit suggested changes or corrections for incorporation into the final version of this Agreement.

E. Employee may not assign this Agreement in whole or in part.

F. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.

[Signatures on following page.]

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

DISTRICT:

EMPLOYEE:

Amanda Rice, President
Board of Directors
Dated: _____

Monique Madrid
Dated: _____

ATTEST:

Haley Dodson
Deputy District Clerk

APPROVED AS TO FORM:

Timothy J. Carmel
District Counsel

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.B.**

FROM: William Hollingsworth, Fire Chief

Meeting Date: October 25, 2018 Subject: DISCUSSION AND CONSIDERATION
OF A LETTER OF SUPPORT FOR
DEVELOPING AN ALTERNATIVE
EMERGENCY ACCESS ROUTE
FOR CAMBRIA

RECOMMENDATIONS:

Staff recommends that the Board of Directors authorize and direct staff to author a general letter of support to BKS Cambria, the land owner of the "Air Force property" located south of town, for the possible development of an emergency access road connecting their property to the dead-end termination of Pineridge Drive at the southern border of the CCSD service area.

FISCAL IMPACT:

Other than the time impact to author the letter, there should be no fiscal impact to the CCSD; this is consideration for a letter of support only.

DISCUSSION:

The unincorporated town of Cambria is located on the isolated north coast of San Luis Obispo County. It encompasses 8.51 sq. miles and is home to 6,032 residents per the 2010 census. One of the identified fire and life safety concerns for the community is the lack of secondary emergency egress in the case of an evacuation order. Specific to Lodge Hill, the portion of the community that lies to the southwest of Highway 1, there are only two developed, regularly accessible roadways that offer egress to the highway, Burton Drive and Ardath Drive. A third egress road across the ranch property separating Lodge Hill and Park Hill has been developed, but is for emergency use only. It is desirable that additional emergency egress routes be sought and developed for the community to increase safety for the public and emergency responders.

Representatives from BKS Cambria approached the CCSD seeking a general letter of support for a potential project they have in development. They have applied to the County of San Luis Obispo for a use permit that would allow tent camping only on their existing property south of town. San Luis Obispo County Fire Department has put a condition on their permit application that would require the installation of an emergency ingress and egress road to their property.

There is a partial dirt roadway that connects the BKS Cambria property to the CCSD. In years past, there existed an easement agreement between the previous owners of the BKS Cambria property, and the real property owners of the parcels connecting to the CCSD. Some parts of those agreements and easements still exist; however, others would need to be renegotiated.

The requested letter is to be a general letter of support for the project only, identifying the desire of the CCSD Board of Directors to establish additional routes of emergency egress for the

community. **Such a letter will not encumber, nor commit the CCSD to any administrative, legal, personnel, or financial responsibilities for the project.**

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ RICE ___BAHRINGER ___FARMER___ WHARTON ___ PIERSON_____



INFRASTRUCTURE COMMITTEE

REGULAR MEETING

Tuesday, September 11, 2018 - 10:00 a.m. to 12:00 p.m.
1000 Main Street Cambria, CA 93428

MINUTES

A. CALL TO ORDER

Chairman Bahringer called the meeting to order at 10:00 a.m.

B. ESTABLISH QUORUM

A quorum was established.

Committee members present: Jim Bahringer, Karen Dean, Mike Lyons, Harry Farmer and Donn Howell.

Staff present: General Manager Jerry Gruber, District Engineer Bob Gresens, Wastewater Systems Supervisor John Allchin, Water Systems Supervisor Jason Buhl, Management Analyst Melissa Bland and Deputy District Clerk Haley Dodson.

Public present:

Paul Reichardt

Cindy Steidel

Laura Swartz

Crosby Swartz

Paul Nugent

Cheryl McDowell

C. CHAIRMAN'S REPORT

There was no Chairman's report.

1. PUBLIC COMMENT

Public Comment:

None.

2. PRESENTATIONS

A. District Engineer Gresens to Give Presentation on GIS System

District Engineer Bob Gresens gave a PowerPoint presentation on the District's existing Geographic Information System, Asset Management and CIP Planning (attached).

Public Comment:

Cindy Steidel - do local agencies who use this system? How do they use it?

Mr. Gresens responded he would have to call around and ask. There are a lot of agencies in the mid-west that use it.

Chairman Bahringer stated we could recommend the additional module to the Board or we can recommend something else.

General Manager Gruber introduced the new Finance Manager, Pamela Duffield who starts on October 1, 2018. He feels she'll be an asset to the organization.

Public Comment:

Paul Reichardt: used to work with Pamela and think it's a good recruit. He thanked Jerry.

Committee member Lyons asked if we morph this into Tyler Incode? Is it fair to say it can't be merged easily? Is the long-range plan to use Tyler Incode vertically?

Mr. Gresens responded that we have modules we'd like to purchase. We can use the data in Tyler Incode and it's far more powerful than the database we are currently using. It's difficult to track it right now, because we are inputting everything manually. It's a good future planning tool.

Chairman Bahringer stated the CIP sheets is a planning tool. Are the CIP sheets going away?

Mr. Gresens responded that the plan is to coordinate the CIP spreadsheet with the database.

Mr. Gruber recommends a consolidation. We have several asset management programs but ultimately, we should consolidate them into one program.

Public Comment:

Cindy Steidel - Tyler Incode is a financial and accounting program management system? The asset management is dependent on getting another module? How practical is it to integrate?

Mr. Gruber responded yes. It's a discussion we still need to have with Tyler Incode.

Chairman Bahringer stated we should consider purchasing the module after a couple months from now when the Finance Manager has a couple months to investigate it. It takes nine months to implement the Tyler Incode software.

Vice Chair Dean stated our new Committee member Howell has 30 years-experience with data.

3. CONSENT AGENDA

A. Consideration to Approve the August 7, 2018 Regular Meeting Minutes

Committee member Lyons moved to approve the meeting minutes.

Vice Chair Dean seconded the motion.

The motion was approved unanimously: 5-Ayes, 0-Nays, 0-Absent

4. REGULAR BUSINESS

A. Welcome Donn Howell to the Infrastructure Committee

Chairman Bahringer welcomed Donn Howell to the Infrastructure Committee and asked him to look at the data model for the Tyler Incode software. He agreed.

B. Discussion Regarding using Influent Screen Installation Project as a Pilot Case for the CIP Policy/Practices and Procedure Plan

Chairman Bahringer introduced the item.

Vice Chair Dean stated that Mr. Gresens created the form and added information to the form, but we don't have a method for tracking it financially.

Mr. Gruber responded that we do have a way to track it financially, it's just not automated.

Vice Chair Dean asked if temporary bypasses and connections was a part of the original bid?

Mr. Gresens responded yes, there's an existing bypass already in place.

Vice Chair Dean asked if there's any out of pocket costs or additional costs for the district?

Mr. Gresens responded no, there shouldn't be. Our operators should be able to do the work. He stated there will be a preconstruction meeting with the contractor tomorrow. We will know tomorrow about his exact schedule then.

Mr. Gruber extended an invitation to the Infrastructure Committee to attend the meeting tomorrow at 9:00 a.m. at the WWTP.

Chairman Bahringer stated there's a section for justification on the form. Is this for risk analysis?

Mr. Gresens responded yes.

Ms. Bland stated we can't change the fields as they appear, but we can change the prompt.

Vice Chair Dean said the form is great. Is there a way for the public to follow a capital improvement project?

Mr. Gresens stated we can do a staff report for active CIP projects.

Public Comment:

Paul Nugent: is there a way to automate that?

Mr. Gresens responded there probably is.

Chairman Bahringer stated he's against public access to the financial software. When Tyler Incode can run a report on a project, then staff can provide the information.

Committee member Lyons asked if we are planning on adding this to the General Manager's report?

Mr. Gruber respond that Bob will have it in his engineer's report. He suggested adding the active CIP projects to the website, so the community can follow the project.

Vice Chair Dean likes the idea of putting it on the website.

Chairman Bahringer likes the pilot project.

Mr. Gruber stated we budgeted \$50k this year for the engineering and in 2019-2020, they will begin construction.

Public Comment:

Paul Nugent: is there a cost increase as we use the service? Or are we wasting employees time? Tyler Incode will be what we ultimately use. Will there be a time when we use Tyler Incode for a project?

Mr. Gresens responded that we need the Tyler Incode project module.

Committee member Lyons stated he wouldn't object for a CIP project to be listed on the engineer's report and website. It will show the public the progress of what we are working on. It supports the notion that we have began infrastructure projects.

Vice Chair Dean stated the bid was higher than estimated. Can we still complete the catwalk handrails?

Mr. Gresens responded the handrails project is done.

Vice Chair Dean thanked Mr. Gresens.

Mr. Gruber discussed the project and stated it's on the September general manager's report.

C. Discussion and Consideration Regarding CIP Policy, Practices and Procedure Plan Document

Chairman Bahringer introduced the item.

Committee member Lyons stated we have members of the public bringing up distrust, transparency and lock down of funds in the district. We have the CIP potential projects on a spreadsheet, we've identified the most important ones, and come up with the CIP form. We are missing a link between what we recommend and the tracking by the board to the public. I'm suggesting and hoping the Finance Committee, or the Board will come up with a way or path to make sure the public gets what they are paying for. He quoted David Pierson's comment about if we get rate increases, we will know where the money is spent. If we get money in November or December and the Board will acknowledge the money coming in and start the process in a public meeting. We'll move forward and keep track of the projects on the webpage. It all comes to a stop when the budget asks for a renewal. At that point, ask for the public's approval on what was done. They will ask the public if we may proceed. The Board can cancel rate increases. There should be a path to convey to public that the Board, CCSD and our committees are committed to making sure the public has trust in funds allocated, identified for special

projects and do we have permission to go forward? Can I ask the Board or Finance Committee to pick up on what I'm saying and formulate a point by point program?

Public Comment:

Cindy Steidel - the Finance Committee agenda is already published, but I can have a conversation with David Pierson.

Chairman Bahringer stated we will start with one project and post it on the website.

Committee member Lyons asked Laura Swartz if this begins to address what she's talking about?

Public Comment:

Laura Swartz - answered yes, it begins to. When it comes up for approval, how do we influence the Board? How does the public influence the board? How do we influence it?

Committee member Lyons responded you can speak to the Board during public comment.

Chairman Bahringer stated the Infrastructure Committee can make a recommendation to the Board.

Vice Chair Dean stated we discussed the rate increase before and talked about having another joint committee meeting around May to talk about the progress being made and the progress of the budget. The public has input on what's happened already and the two committees can make a recommendation to the Board.

Chairman Bahringer suggested a future agenda item to get a date in the Spring to hold a joint meeting with the Finance Committee.

Committee member Howell stated the Board can do whatever the Board wants to do. The public has a say with an election or 218 process. There were a lot of people who did speak during public comment and the Board didn't pay attention to them. The Board gets to do what it wants. The Board will always have the final say. What we can do is provide a transparent system so that people can see how the money is spent, because right now it is hidden. We should be looking at establishing an interface that the public can use and understand. I think our biggest problem is the public doesn't have enough information or incomplete information. Most people don't know the information on the general manager's contract, but it is out there. Trust us and trust the committee to make this easily visible to everyone.

Public Comment:

Laura Swartz- the idea that the public wants to punish the CCSO is not correct, we need to learn from our mistakes that's the bottom line.

Paul Nugent - he agrees with that. In my job, if you're hiring me, you're firing your secretary. There is a lot of people in the organization that moves paper. He discussed his job.

Ms. Bland stated if we use the sheets involved through planet, they do have customizable funding modules and how much revenue it needs. We can identify the figure and the public has an easy way to see projects.

Committee member Lyons responded that's wonderful. I'm speaking from the members of the public that don't read minutes or check the website, the way we get to transparency is to prove it. I'm speaking to Harry and Jim, if I were you, I would list the 3-4 CIP projects that were started and make a report on that and account to the public on where we are with the project, what you've done and find a way to ask permission from the community to move ahead. There should be public accountability.

Chairman Bahringer stated that the public talks about transparency. I look at the expenditure report every month, there's no hidden expenditure report, it's advertised in the agenda packet. The transparency is there.

Public Comment:

Cheryl McDowell - I see Jason and John working in the fields, that's what we see. We have no clue about CIP's. They see lines that are broken, and we see these guys working hard. Nobody goes in and sees the CIP list. Paul Nugent - you need to document and put that out. Great people doing great things, Jason is working on a leak.

Mr. Buhl stated we had six guys out on a leak, and two guys on traffic. It takes three to operate the vector truck.

D. Discussion and Consideration of Integrated Updated CIP Sheet

Chairman Bahringer introduced the item. If there are no substantial changes, he suggests keeping up the good work and the next time we meet, we may have an updated one or include it in the staff report. Any objections or comments? There were no objections or comments by the committee.

E. Discussion and Consideration Regarding Asset Management Cost Estimate and How to Manage District Assets

Committee member Lyons stated listening to Paul's comments last time about examining the Water and Wastewater underground infrastructure. Do we need to plan this? At the last meeting, the discussion was to go out for bids to get an idea on what asset management consultants would cost. I don't know if we should go that route yet.

Chairman Bahringer responded absolutely. In the event we need to buy a module and it's not in the budget and there's not a rate increase, then it goes by the way side, but if there's a rate increase, we ask that it gets approved.

Mr. Gresens stated with our new Finance Manager coming on board, he suggests having the Finance Manager look at assets and how old they are. We have the information from Seth. The GIS data could help quite a bit, if done properly. With KeepTrak we can add each piece of equipment. If you want to do an assessment of the condition, that's different and an RFP would need to go out. We did something similar with John Turner on the lift stations.

Public Comment:

Paul Reichardt - it seems to be hard for people to comprehend that our utilities and infrastructure haven't been thoroughly investigated. If you look at the report done by Phoenix or John, there's a prior report he brought up-to-date. On the infrastructure improvements, things were repaired or replaced with what was most financially feasible. There's 80% of the sewer system that hasn't been assessed. The professional group has a professional that assesses the condition of the sewer pipe and codes it for the priorities and damages occurred. An engineer will state when the replacement needs to happen.

Mr. Buhl stated he inspects it one leak at a time.

Chairman Bahringer asked Paul Reichardt what he thinks of the Phoenix Engineering report? Are they a capable person to send an RFP out to?

Public Comment:

Paul Reichardt - responded there's a thousand companies or local people that will do this. Phoenix is good. They focus on wastewater and doesn't necessarily do water or CIP. He'll give you a report on the status. You need an assessment of everything in this district such as having trucks, pencils and phones. You need to know everything you own. CCSD needs to step back and figure out what they have, the status and what they need to improve and what they need to do in the future.

Mr. Buhl discussed the county's replacement vehicle program. The district has trucks that are 1994's.

Committee member Lyons appreciates Paul's comments. We've identified the CIP and got them going. I think we need to plan for the worst-case scenario. I would say the first phase is to find out what we own and prioritize the CIP.

Chairman Bahringer stated we are too small to micromanage at this point. We are a small group with a small budget and to spend a lot of money counting pencils is a waste.

Public Comment:

Paul Nugent - \$250k is too small and you can't get iPhone software? He discussed a friend's company that tracks employees. Spending \$250K is a major investment.

Cheryl McDowell - step back and listen to Karen's recording at last month's meeting. It may be worth looking at Paul's presentation. You never know what you can take away from it.

Mr. Gruber stated it should be resource driven. We should focus on basics. We have KeepTrak. He asked John Allchin and Jason Buhl what can we do in your departments to allow you to assess what you have and enter data into existing programs we have? Bob said KeepTrak is being used in Wastewater, but not in Water. Do you need one person once a week to input data? How can we migrate towards information being inputted? Allocating time? Additional staff, possibly an intern to input data? What can we do for you guys to get information in the database?

Mr. Buhl responded now that we have Jim Green at the SWF, it's a huge burden lifted from the Water department. We have had a little more time freed up to do more projects. I have one staff member with any kind of experience, the rest of the guys are still learning. I'm in the field more than supervisors are. I'm the only backhoe operator in the district. We lost people who were trained to work at the county or elsewhere. If we can train staff to do clerical work, that would help quite a bit. If we could get another staff member, that would help quite a bit. We are going into fall and winter and we are slowing down. They don't call in water leaks as much during the winter because the ground is wet. I would like to play catch up this fall and winter. Once I get our operators better trained and not babysit on every project, it would help. In a perfect world, more staff would be great, I'm grateful we have Jim Green, tools we've been allocated this year and new equipment. It really helps with morale.

Chairman Bahringer asked Mr. Buhl if he has an unfilled position?

Mr. Buhl responded no.

Mr. Gruber asked Mr. Buhl how can we help you on KeepTrak?

Mr. Buhl responded that if Melissa had two assistants it would help. She's been a great assistant to me and the supervisors. If we had somebody who had the technical skill set it would help.

Mr. Gruber responded your operators are sharp. We need to train them and give them the necessary tools to do their jobs. We could get iPads and start entering data from fields. We need to inventory we have.

Mr. Buhl responded that we have a couple operators that are more tech savvy than others. The daily operations are a lot. To me, the computer tech stuff is great, we have a pump station that is old and if it breaks down, how are we going to get water up the Rodeo Grounds hill? That's the greatest priority. The in-ground meters are twelve years old. Our revenue will go up and the cost to produce the water will stay the same. There goes rate increases right there. If we can prioritize getting new water meters and software, that's more important than keeping track of inventory at the moment. If I had to choose a priority, the physical stuff in the system is more important.

Public Comment:

Paul Nugent: it is tedious, it's not fun, hopefully the data is collected and your above water.

Mr. Buhl stated I can give you addresses from where I fixed leaks five years ago.

Mr. Allchin stated his department is 1.1 million dollars short of what we need to keep going. I need a vactor truck. It's a \$450k piece of equipment we received in 1990 and every time we take it out, it breaks. It's been cut out of the budget for the last 6 years. I can use 2 more operators. I have all the lift stations, pumps, serial numbers, man holes, distances between the man holes on GIS. We need to move forward with issuing an asset number. We should find out if the program will be able to track everything and consider purchasing the attachment module.

Mr. Gruber suggested that Tyler Incode attend the next Infrastructure Committee meeting and talk about the capabilities.

Chairman Bahringer stated we need to know the cost of the module.

Public Comment:

Paul Nugent - cloud based is to use API's and pay someone to plug an application into another application.

Mr. Allchin stated if the financial system tracks a number, we don't have to get rid of KeepTrak. We would need to add the identifier number and charge to Tyler Incode.

Mr. Gruber responded that if the town supports the Wastewater increase, it will give us a good start. If you generate a certain amount of revenue, you can finance the vactor truck.

Mr. Buhl stated it's like a fire department not having a fire truck. He has a department that can't clean lines with a vactor truck. I keep a picture around in the hallway when they built the plant and they had seven operators, now there's only five, including John. This facility needs many operators and it's being run with less staff, no vactor truck and no influent screen.

Committee member Farmer appreciates the fact that Jason has spoke up regarding problematic things at the Water and Wastewater departments. I don't know much regarding software, but regarding the influent screen, we have lack of funding for something major at the sewer plant, lack of funding for a vactor truck and it really frustrates me that we've had money for other things. There has to be a place for accountability and for the dysfunction of the Water and Wastewater departments and that frustrates me.

Committee member Lyons asked Committee member Farmer where does it land?

Committee member Farmer responded it's not resolving anything right now. I'm expressing my outrage.

Public Comment:

Laura Swartz - if you get a Wastewater increase, are these in priority and guaranteed if these certain things will happen? If we get the increase, will it help these gentlemen do their job?

Chairman Bahringer stated we will review the most important items and provide funds. The person at fault, is us, the ratepayers. We haven't stepped up.

Committee member Farmer responded are you blaming the ratepayers?

Chairman Bahringer responded we needed the funds for a very long time.

Committee member Farmer responded that five years ago we had ten million dollars and now we have two million dollars. Where did the money go?

Committee member Lyons stated that Mr. Gruber made a point about the projects he needs to do and the danger of not doing them and needing funding. There's plenty of opportunity.

Committee member Farmer stated the Board dropped the ball on making a rate increase year after year. It wasn't done. Suddenly, everything isn't okay.

Mr. Buhl stated we need to focus on the future. We need to sell a rate increase.

Public Comment:

Cheryl McDowell - I have been an advocate for set aside funds.

Cindy Steidel - suggests attending a Finance Committee meeting for setting up reserve funds.

Committee member Lyons stated the Water and Wastewater departments can't switch funds back and forth. If one passes, the other may suffer the consequences.

Mr. Buhl stated my budget was slashed the year before and we still operated and had a \$100k left over, and I wanted to give the money to John to get an influent screen. I was told we are not a business, we are a community services district. I don't get how we can't give John the money. When I'm told it's a business, it offends me.

Committee member Lyons asked John Allchin and Jason Buhl a question. You have a budget and emergencies happen, you make a decision on the critical matter on what needs to be repaired immediately, you have to deduct whatever it was, and you are making day to day decisions that have an impact on your own budget based on crisis management?

Mr. Allchin responded that's correct.

Chairman Bahringer suggests we request that we get a description of the Tyler Incode module for asset management, price and the data set that supports it for the October 9th Infrastructure Committee meeting. We can have a subcommittee review it. If you want Tyler Incode to give a presentation on October 30th that's fine. The committee agreed.

Chairman Bahringer asked if we can have Committee member Howell log into KeepTrak?

Mr. Gresens responded that if he'd like to come into the office, he can look at it.

Chairman Bahringer said we are understaffed. If it helps for Mr. Howell to look at some screens, it would be good.

Committee member Howell stated if you can enter asset management into the field, it would be useful if we can look at what's available now versus what might come down the path in the future.

Mr. Gresens responded that the asset management numbering screen and Tyler Incode will be done by the Finance Manager.

Public Comment:

Cindy Steidel - if the KeepTrak module is a relational database, then there's a better opportunity for success.

F. Discussion Regarding Expanding the Infrastructure Committee to Eight (8) Members

Chairman Bahringer introduced the item and stated that five members is fine. If it's the Board's pleasure, we can do it. We need to get an update on PG&E work being done.

G. Update on PG&E Work Being Done at the Wastewater Treatment Plant

Chairman Bahringer introduced the item.

Mr. Allchin had a meeting with PG&E yesterday and they still need information. They identified several energy savings. There are several forms for financing. This is all a part of their package. The meeting was more inclusive. We are still in the information stages.

Mr. Gresens stated we also have a Prop 1 application with the county. Prop 1 grant money is a 50% local match and a 50% state. It's a very competitive grant process. We will keep going through the process to see if we are successful.

Chairman Bahringer asked how do you raise awareness?

Mr. Gresens responded that Bruce Gibson was instrumental on prop 84 and successful on 4.2 million. They have a ranking sheet that scores a project based on how it matches the goals of the regional water management plan. They have a process to go through with ranking applications and deciding which ones are the top ones. It will probably be spring of next year.

5. FUTURE AGENDA ITEMS

There were no future agenda items discussed.

6. ADJOURN

Chairman Bahringer adjourned the meeting at 12:05 p.m. and encouraged everyone to look at the Water department's vector truck.



FINANCE COMMITTEE

REGULAR MEETING

Thursday, September 13, 2018 - 10:00 AM to 12:00 PM
1000 Main Street Cambria, CA 93428

MINUTES

A. CALL TO ORDER

Chairman Pierson called the meeting to order at 10:00 a.m.

B. ESTABLISH QUORUM

A quorum was established.

Committee members present: David Pierson, Ted Siegler, Dewayne Lee and Cindy Steidel.

Committee members absent: Amanda Rice.

Staff present: Administrative Services Officer/District Clerk Monique Madrid, Interim Finance Manager Alleyne LaBossiere, District Engineer Bob Gresens, Wastewater Systems Supervisor John Allchin and Deputy District Clerk Haley Dodson.

Public present:

Paul Nugent

Crosby Swartz

Laura Swartz

Harry Farmer

Donn Howell

Cheryl McDowell

C. CHAIRMAN'S REPORT

Chairman Pierson stated that Mr. Gresens and Mr. Allchin requested that Regular Business item 3.F. be moved to the beginning of the agenda for consideration by the committee. The committee agreed.

1. PUBLIC COMMENT

Public Comment:

None.

2. CONSENT AGENDA

A. Consideration to Approve the August 9, 2018 Regular Meeting Minutes

Committee member Siegler moved to approve the meeting minutes as written and stated that Haley did a fabulous job putting together minutes of a very difficult meeting.

Committee member Steidel seconded the motion.

The motion was approved unanimously: 5-Ayes, 0-Nays, 0-Absent

3. REGULAR BUSINESS

A. Discussion Regarding Progress Made on Budget, Allocated Overhead and Reserve Fund Policies

Chairman Pierson introduced the budget policy. The budget policy is in the agenda packet and brought forth by the subcommittee.

Vice Chair Siegler stated he met with Committee member Rice and came up with a bunch of headings to include in the budget policy and that's the document attached in the agenda packet. We've flushed it out and we are hoping for committee feedback, have we captured the headings that this group feels would be necessary for a budget policy? Are there additions, deletions, changes, etc. that anyone would recommend?

Chairman Pierson stated you did a marvelous job. I didn't see big gaps.

Chairman Pierson asked Committee member Lee if anything jumped out for you? He answered no.

Committee member Steidel stated it covered all the categories.

Chairman Pierson stated there is revenue property tax allocation but there's other revenue sources in the general fund.

Vice Chair Siegler stated the other sources of revenues are directly assigned. The rates go strictly to the enterprises.

Mr. LaBossiere gave a description of the general fund revenue. It doesn't seem cost effective to allocated 85k or smaller amount for franchise fees.

The committee had a discussion on retirement rates and tiers.

Chairman Pierson suggested changing the reference of "staff" to "general manager" throughout the document. I like that interim reports are being reported on a quarterly basis. Under calendaring, our rate increases, if approved would be happening July 1st. The board must approve the new increases every year, we need to back that approval to April at the latest. The CIP recommendations are also needed. What projects are the Infrastructure Committee going to have done in the next budget?

7.A. iv.

Vice Chair Siegler stated the calendar is a target on when we need to have a work product, as opposed to micromanaging how the work product gets put together. If you think we need to address when the CIP recommendations come together, we can do it, but it probably is more for the Infrastructure Committee to decide.

Chairman Pierson responded I was just bringing it up as a reminder. It needs to happen before May.

Ms. Madrid stated the finance manager will take control of the rate increases and the district engineer would work on the CIP with the general manager.

Chairman Pierson stated the CIP should be advanced to an assisted implementation of the budget each year. He would like to see the organizational chart and head count sentence of asking justification for employee additions.

Ms. Madrid suggested using "vacant position" instead of "departed employees" and "authorize open positions" should be "vacant positions." Contractors are not employees and shouldn't be included in the organization chart but are engaged for long-term assignments.

Vice Chair Siegler responded we need to include contractors as part of the spending. Mr. LaBossiere should be included because he's on an assignment for a duration of time and filling a position for an extended amount of time. It shows us how many people are working for the organization. My experience with organizations are that their head counts are different than what they really are. I want to have a chart that shows who we are paying. The bluff trail project had contractors working on the project. I suggest putting an asterisk by employees who work more than fifteen hours a week. Would you help me with the wording in this section?

Ms. Madrid responded yes. We can't create a position without Board approval. We have hired FRM to fill in as a contractor. Alex Handlers is working under a professional services agreement because he's handling a variety of tasks with the rate study. We had temporary employees in the administrative office working on a temporary basis. They are hired as temporary employees covering a vacant position and they are hired using an agency who handles the background process and workers compensation. We pay the agency and it's considered short term.

Public Comment:

Cheryl McDowell – you don't have 1099 employees?

Mr. LaBossiere responded there are no 1099 employees.

Chairman Pierson said that district counsel should be included on the organization chart and Senator Florez should have been listed as an asset.

Ms. Madrid responded that district counsel is included on the organization chart.

Chairman Pierson asked questions regarding the account criteria questions.

Mr. LaBossiere agreed to help Vice Chair Siegler with the description.

Chairman Pierson suggested that Vice Chair Siegler make the changes, reformat the document and bring it back to the next meeting.

Ms. Madrid suggests using the purchasing policy format for new policies.

Public Comment:

Laura Swartz - do we have two or three enterprise funds? Page 46 references three enterprise funds.

Mr. LaBossiere responded that he addressed this before. The auditor combined the SWF in the water fund. An enterprise fund must be self-sustainable and include all faucets of delivering water, etc. The SWF never had a rate structure where it could be self-sustainable. It's involved with water; the auditors haven't treated it as a separate enterprise fund.

Chairman Pierson suggested removing the SWF as an enterprise fund.

Public Comment:

Laura Swartz - when they did the prop 218 to fund the EWS, it was supposed to be independent and not taking money from the water fund.

Vice Chair Siegler stated it doesn't meet the criteria for the separate fund.

Chairman Pierson stated the reason we have separate rates and accounting is because the loan stipulates we must have the accounting and revenue source separate.

Public Comment:

Laura Swartz - any money going into water department, can it be transferred to the EWS at any time because it's considered one entity?

Mr. LaBossiere responded that the auditor supports that.

Public Comment:

Paul Nugent - is the bank aware the revenue source is convoluted?

Mr. LaBossiere stated there's two parts of funding for the SWF. One is for the loan and the other is for operations.

Public Comment:

Donn Howell - stated the two charges on the bill is a standard base charge for the new water facility and the usage charge, which is related to rate payers using the water in general. Those two new figures are related to the new water facility. It needs to be clearly separated for people who don't understand it.

Laura Swartz - this protest is inaccurate for a second time. You gave us three choices, and

there's two. There's one enterprise fund for water and the SWF money can be switched back and forth.

Cheryl McDowell - the last time this board met, you talked about the equipment running for sixty days. Are the rate payers going to be charged for that as an operational cost?

Chairman Pierson responded no you misunderstood. There's no plan to run it for sixty days. It's being run to recirculate water through the plant. We must run the plant for the membranes and for training. That is not the full-blown operation where we take the water from the well field.

Committee member Lee stated we did some research on this when we were looking at construction of the plant to run additional lines. We must keep the filters and seals operational. The plant is turned on 2-4 hours twice a month and the maximum run time is eight hours. It's not producing anything into the aquifer. It

recirculates eight hours a month to keep the equipment operating. It's operating but it's not producing water into the aquifer. It's maintenance.

Public Comment:

Crosby Swartz - when it's being recirculating, it's not producing wastewater that needs to be disposed of. It's fresh water. We don't have the trucking and disposal costs.

Cheryl McDowell - how does one take a tour?

Ms. Madrid responded to send me an email and I'll get you a tour.

Public Comment:

Paul Nugent- we are going to cycle things and leave the rust that's sitting on the top and not paint it? I've seen a lot of stuff that's collecting dust.

Chairman Pierson introduced the reserve policy.

Committee member Steidel stated the two resources we looked at was the special districts recommended outline of policy procedures and the CCSD's existing policy procedures. In reviewing the two items, we created a structure and covered potential items or definitions on the CCSD policy. The major difference is it has more structure to it than a narrative than existed previously. The intent there was to be able to find the overall purpose which wasn't easily identified. I would like the committee's feedback.

Vice Chair Siegler stated are recommending setup to manage our normal operation of purchasing and maintaining assets or whether it's to address unusual circumstances and emergencies. My own definition of reserves is money set aside for unusual circumstances and emergencies, and not general purposes. This seems to be more operationally focused.

Committee member Steidel responded in terms of enterprises, it seemed that most circumstances would be operationally related except for a leak, which would fall in the CIP reserves. It could be too limiting, and we need to expand that.

Vice Chair Siegler stated the vehicle reserve policy would be replacing vehicles. Is this meant to create a fund for doing that or a fund for when the truck breaks down and we don't have the funds available and need to replace the truck?

Committee member Steidel responded it's in relationship with the asset management program and potentially requires replacement in a certain period.

Public Comment:

Cheryl McDowell - introduced set-aside term and was doing it for the CIP project fund, not a black hole reserve.

Crosby Swartz- it sounds like you need to have two types of reserves: fixed reserve and a buildup reserve to replace an asset you know you'll need to replace.

Chairman Pierson stated if we want to replace water lines, that's a major expense. If we receive grant money and we need funds to match, we need to have funds set aside to match the grant.

Public Comment:

Paul Nugent - I've here for 3 months and haven't received a water bill yet.

Ms. Madrid responded that we bill bi-monthly.

Public Comment:

Cheryl McDowell - John needs a new vehicle. This was presented to the Board and was declined. if there was a reserve set aside, he'd have the vehicle today.

The committee responded they are trying to establish a reserve policy that hasn't been in place.

Public Comment:

Crosby Swartz- she mentions unplanned events and catastrophic failure but on page 51 it talks about a CIP reserve and vehicle reserve but there's no category for unplanned events.

Laura Swartz- it looks like the decisions already been made by the water and wastewater funds. The decision has been made? Shouldn't that be public knowledge?

Mr. LaBossiere responded that it's been in the board packet. The auditor states it didn't meet the criteria for the fund.

Chairman Pierson stated the CIP can be taken project by project. When a big project comes along, we must have reserves to fund it.

B. Discussion on Buildout Reduction Program Finances

The committee didn't discuss this item.

C. Update on the Fiscal Year 2017-2018 Audit

Mr. LaBossiere stated the September 20th date was based on an email from the auditor to finish up things petty cash count and start on the current. I suggested moving the auditor coming to the district in late October.

Vice Chair Siegler asked is there an expected date of completion?

Mr. LaBossiere responded that we haven't discussed the date of completion. The District was unhappy about the audit being late last year. He's expecting to complete it earlier this year. A viable target date would be December to January.

Public Comment:

Cheryl McDowell - are you redoing the audit?

Mr. LaBossiere responded this is the audit for July 1, 2017 through June 30, 2018.

Mr. LaBossiere stated the approved budget still needs work with the expenditures. I would presume there will be a mid-year budget in November.

Vice Chair Siegler stated since we are doing a draft policy on budgets, what you've said doesn't comply with the proposed policy. I would appreciate if you looked at the mid-year budget portion of the policy.

Mr. LaBossiere responded I will.

Chairman Pierson suggested moving the remaining items to next month's agenda, unless anyone wants to meet twice next month.

The committee agreed.

D. Update on Securing a Finance Manager

Mr. LaBossiere stated that Pamela Duffield is the new finance manager. She was here yesterday and worked at the district several years ago as the assistant finance manager. She has a great background. She's a hard worker, intelligent and has a wide base of knowledge. She left the district because her role here was somewhat limited. She wanted to learn more and that's a very positive thing. Her first day will be October 1, 2018.

E. Discussion and Consideration Regarding Developing an Inter-fund Loan Policy

The committee didn't discuss this item.

F. Discussion Regarding Purchasing a Vehicle for the Wastewater Department

Chairman Pierson introduced the item.

Mr. Gresens stated one of our key service trucks broke down last week and yesterday. It is a 2003 F-350 diesel truck with 250k miles on it. It has a crane to pick up pumps and motors. Mr. Allchin has done research on this and he'll talk about proposal. We looked at several alternatives. We want to make sure this committee can weigh in on it and give us input or direction and at a future board meeting we seek a mid-year budget adjustment to purchase truck. He asked for this truck back in April and it got cut in May. A justification form was included.

Mr. Allchin stated I recommend we replace it with a like size, standard truck. We can return the utility box to that truck and add an auto crane. We don't need a 4-wheel drive vehicle. The box would be supported for the auto crane. This truck has been on several budget requests and it's been cut every time. I got a quote and the current fix is \$5500, and it exceeds the value of the truck. It started dumping fuel under the engine. Perry Ford's bid is \$60k plus tax.

Chairman Pierson asked if anyone is giving us good terms on a financing deal?

Mr. Allchin responded I haven't asked but can send the request to the dealers.

Chairman Pierson stated if we can get a low interest rate, that may be a better way to buy.

Mr. Allchin stated I can get that information.

Ms. Madrid stated we can look at muni finance to see what kind of terms we can get.

Committee member Lee asked how many bids did we get?

Mr. Allchin responded that we got bids that vary from \$59k to \$62k. The bids are like for like.

Mr. LaBossiere stated I previously worked on purchasing two or three trucks for the district and the dealers have the state government rate and it was \$5-\$7k cheaper than the private party rate.

Mr. Allchin responded I don't see the government rate on Perry Ford's proposal.

Vice Chair Siegler asked is there a chance that you can retrofit the existing crane onto a new truck body?

Mr. Allchin responded I don't want to use the existing crane, it's undersized for our equipment, it's manually operated and it's currently damaged. The crane bow is damaged. The crane has tried to lift things out of a man hole that the crane can't lift. The crane is extremely undersized, and we really need to upgrade the crane.

Vice Chair Siegler asked what's being removed from the budget to make this money available?

Mr. Allchin responded good question, we are trying to not reduce the budget. We are trying to figure out creative ways to get the truck purchased without taking money from maintenance.

Vice Chair Siegler stated this is a great example of protesting the rate increases. This truck is obviously something we need as a district, but we don't have the money. If we don't have an offset, i don't see how we could be supporting it. I'm not attacking what you want to do, I'm attacking the district's finances. I feel strongly about supporting rate increases.

Public Comment:

Harry Farmer- seems like an emergency to me. Isn't there a way to do a loan from the general fund now and pay it back if we get the rate increase?

Chairman Pierson asked do you consider this an emergency?

Mr. Allchin responded we are borrowing a truck until October, this will get us along. This is an example of equipment failing because it needs to be replaced.

Chairman Pierson responded bravo to you for adding it to the previous budgets. You're borrowing a truck from Facilities & Resources?

Mr. Allchin responded yes. If we rent a crane, we can. We have a bumper crane and a 2,000-pound crane. We can't pull large items with the 2,000-pound crane that's on another service truck. I want to replace the 2,000-pound crane with a 3,200-pound crane.

Public Comment:

Laura Swartz - didn't we just buy a new truck for the SWF? Wouldn't this be an emergency, more than the SWF?

Chairman Pierson responded that the new SWF employee needed a new truck to do his job and it's an entirely different truck and different fund.

Mr. Gresens stated we can come back to the committee with answers about financing. We can talk about an inter-fund loan and give an explanation about the crane being damaged. We need direction from the committee.

Chairman Pierson responded if we can investigate financing the truck with a zero to two percent loan rate, it's a better solution whether the rates are increased or not. I don't know how the rest of the committee feels. Can we get a municipal loan? What's the financing per month? Is this the number from the state contract? Until we get those answers, we can't make a decision. I recommend you come up with answers to those questions and it be on the full board's agenda for the 10/4 Special meeting. It's also the meeting where we find out if we have new rates or not. The full board can then decide to support it or not.

Public Comment:

Cheryl McDowell - has there been consideration for leasing?

Mr. Allchin responded there was no available lease at this time. Paso Robles Ford said they will not lease construction equipment. It's fifteen years old.

Public Comment:

Paul Nugent - it should have lasted longer? Isn't there training in place for new employees for the crane and what it's capable of?

Mr. Allchin responded upon my arrival there was no crane training. The new crane will come with a training program. The crane I'd like to purchase tells us the boom angle, weight and how much it can lift. The current crane is rusted, and it's been like this for many years.

Committee member Lee said to proceed with getting the information, the wants, the competitive bids from other places, options to buy and the finances with the government program. If we can get that from the staff, the Board of Directors can decide. We are the recommendation.

Chairman Pierson responded bringing this back to us in October would delay the process and suggests bringing it back to the Board for approval on October 4, 2018.

Public Comment:

Donn Howell - is there a procedure for disposing the old crane?

Ms. Madrid stated if it's over \$500, we would ask the board to determine it surplus, advertise and sell it. If it's under \$500 we dispose of it.

4. FUTURE AGENDA ITEMS

Chairman Pierson would like the finance manager's input on both policies at the next meeting.

5. ADJOURN

Chairman Pierson adjourned the meeting at 12:14 p.m.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.A.**

FROM: Monique Madrid, Acting General Manager

Meeting Date: October 25, 2018

Subject: MANAGER'S REPORT

ACTING GENERAL MANAGER:

I would like to thank the Board for having the confidence in me to manage the District during this transitional period of replacing the General Manager. It is an honor to serve the community, the Board of Directors and the Staff in this regard. Haley Dodson will be handling Human Resources while I serve in the role of the Acting General Manager. I have shared this information with all of our Managers and Supervisors during our Management meeting the week of October 8th.

One of the first items at hand is to schedule tours with each Department Manager and Supervisor in order to be brought up to date on various matters within each department. I asked each department to provide a list of their equipment and to be prepared to share any concerns and solutions as well as the current and future projects for this fiscal year. Many of our projects have been placed on hold while we waited to learn the outcome of the Proposition 218 process. The rate increases were approved and now we begin the task of identifying how we will use the funds to support those projects. We are working with the Infrastructure Committee to identify and list the CIP projects and the Finance Committee to identify the funds for the projects. I will continue to work with staff to ensure we relay the information to the public as promised in the Proposition 218 process.

My first visit was with the Fire Department. I met with Chief Hollingsworth and Haley Dodson in the Chief's office and reviewed his list of equipment and his current project list. It was brought to my attention that some members of the neighborhood are using the Fire Department driveway, as a short cut through the neighborhood. On at least two occasions, two of our firefighters were nearly hit by these drivers. During one of the drive-throughs the individual hit a bollard and left pieces of their vehicle in the parking lot. They did not stay to identify themselves. This is a dangerous situation for our firefighters and the Chief is currently working to secure the property. Some of the property has already had a fence built on it by our firefighters. The Chief and I will continue to work toward a more safe and secure environment for our employees. We will be meeting weekly for a period of 30 minutes to continue to identify solutions to any challenges or concerns within the department. We also discussed some career advancement opportunities for the Reserve Firefighters, which would provide more public access to the department and assist in the retention and attraction of Reserve Firefighters.

I will meet with the remaining departments and report my experience to the Board at the next regularly scheduled Board meeting.

Our Finance Manager, Pam Duffield, is doing a good job of managing the department and getting things in order. She is working with the Finance staff and has welcomed our newest member, Michael Benedetti. She has attended a Board meeting as well as the Infrastructure and Finance Committee meetings. She is getting up to speed quickly.

The Administration Office has completely moved out of the suite where the District Engineer and members of the Finance Department were occupying office space. The office has been surrendered to the landlord and now represents a future reduction in expense of approximately \$12,000 annually. This will be attained in future fiscal years. We have quite a few boxes and file cabinets to organize and our staff is working daily as time allows to manage this additional task. I would like to thank all of our employees, most of whom have contributed to this move. It has been a large undertaking, but our staff is handling it well.

Attached please find the various Department managers' and supervisors' staff reports for the Board's review. The Departments are Administration, Human Resources, Engineering, Fire, Facility and Resources, Water, Wastewater and Sustainable Water Facility. Over the past several years, these department reports have evolved to show both the community and the Board the broad range of responsibility and the scope of services that the CCSD provides to the community, visitors, the CCSD Board of Directors and to each other.

ADMINISTRATION:

During the end of September and throughout the month of October, the Acting General Manager and Deputy District Clerk worked on the following items:

Human Resources:

- Prepared for multiple labor negotiation meetings
- Attended multiple labor negotiation meetings with both represented groups, closed session, and lead negotiator
- Met with several employees for various Human Resources matters

Recruitment:

- Finalized the Administrative Technician III - Utility Billing & Front Desk recruitment
- Michael Benedetti started working as the Administrative Technician III – Utility Billing & Front Desk position on 10/11/2018. Welcome, Michael!

Trainings:

- Emailed Directors regarding completing the Ethics AB 1234 webinars

Board Meetings:

- Attended multiple agenda preparation meetings
- Coordinated sending out staff report reminders to Managers
- Coordinated with the Board of Directors and staff regarding the October 25, 2018 regular meeting
- Prepared for and published the October 11, 2018 special meeting agenda
- Followed up on Board action and document preparation and distribution

Finance Committee:

- Prepared for and published October regular meeting agenda packet
- Prepared the November regular meeting agenda packet for publishing
- Multiple meetings to review various items related to the meeting
- Sent out agenda review emails to Mr. Pierson and Mr. Siegler

Infrastructure Committee:

- Prepared for and published the October regular meeting agenda packets
- Prepared the November regular meeting agenda packet for publishing
- Multiple meetings to review various items related to the meeting
- Sent out agenda review emails to Mr. Bahringer and Mrs. Dean

PROS Commission:

- Haley, the Deputy District Clerk, handles the preparation, distribution and posting of the PROS Commission meeting agendas and minutes
- Posted the approved September regular meeting minutes
- Prepared and posted the November regular meeting agenda packet for publishing
- Prepared the November regular meeting agenda packet for publishing

Meetings:

- Prepared for and conducted bi-weekly Administrative Office staff meetings
- Attended the PROS Committee meeting
- Emailed Acting General Manager and Board of Directors regarding various meeting reminders in Cambria
- Attended weekly operational phone calls
- Attended various meetings with multiple staff members regarding a wide variety of operational matters

Miscellaneous:

- Worked on public record requests and responses, review documents, redact as appropriate and provide responses to the requestor
- Participated in multiple operational meetings with various managers and administrative staff
- Processed purchase orders for multiple vendors
- Worked on the District Transparency Certificate of Excellence website requirements
- Coordinated vacating the finance portion of the office

Engineering Department:

- Met with the District Engineer and Management Analyst
- Met with the Management Analyst to address multiple operational matters

Facilities & Resources Department:

- Met with the Facilities & Resources Manager

Fire Department:

- Met with the Fire Chief

Finance Department:

- Tyler Incode will be postponed until the Finance Manager is better acclimated
- Met with the Finance Manager to on several occasions discuss and assist with multiple Finance Department matters
- Review and improve accounts payable process and provide support needed to staff
- Led and monitored the Proposition 218 process
- Met with the Finance staff regarding office reorganization

Wastewater Department:

- Met with Wastewater Department Supervisor

Water Department:

- Met with Water Department Supervisor

FACILITIES AND RESOURCES:**1. Administration Office:**

- a. CCSD is currently vacating a section of the administration office. Assistance was provided to move staff into new building, build additional office space and repair old office space to return to landlord.

2. East Ranch Training:

- a. On September 29, the Cambria Fire Department hosted a training exercise. Training lasted from 1-3 pm and focused on helicopter rescue operations.

3. Trail Work:

- a. A large willow tree fell on Santa Rosa Creek Trail blocking access. Tree was cut up and chipped.

- b. CCSD relocated wood chips on Victoria Way and Ridge Trail. Wood chips were loaded up with tractor and moved with dump trailer to two trail heads. Wood chips will be used for FFRP monthly work day.
 - c. CCSD Staff trimmed back encroaching tree branches from two trails on Fiscalini Ranch forest.
4. **Homeless Camps:**
- a. Trash from homeless camps was picked up on east part of Ranch and on Santa Rosa Creek Trail.
5. **Erosion Control Project:**
- a. Project began on September 4th.
 - b. Contractor loaded up and removed the log structure from the gully.
 - c. Gully was contoured according to engineering plan.
 - d. Civil Design Studios made several inspections, once when the area was roughly prepped and a second when the block installation was almost completed.
 - e. Devin Best, Executive Director of Upper Salinas-Las Tablas Resource Conservation District, assisted with the biological reports and permit process.
 - f. Work was delayed after initial grading was completed due to issues with delivery of the armor flex block.
 - g. On September 19th the material was delivered, Contractor began installing the block on that same day.
 - i. The block was hand placed and pieced together. Cable was woven through each one of the blocks and secured at the ends with fasteners.
 - h. Soil was ordered and spread across gully covering all of the block.
 - i. Native seed mix was ordered and spread across entire work site.
 - j. CCSD staff is currently watering site twice a week.
6. **Vets Hall:**
- a. 43 events were coordinated at the Veterans Hall last month.
 - b. New projector for CCSD Board meetings has been installed.

ENGINEER:

Key Engineering Department activities since the September 27, 2018 Board meeting report (prior staff report prepared on September 17, 2018) to the date of this report's preparation (October 16, 2018) are summarized below. Please also see detailed discussions provided under the Wastewater, Water, and SWF subsections.

- Sustainable Water Facility (SWF):
 - The Advanced Water Treatment Plant (AWTP) has remained offline.
 - Staff continues to revise the SWF Operations, Maintenance and Monitoring Plan in response to comments received from the Water Board's Jon Rokke and Division of Drinking Water's Jeff Densmore.
 - The September 2018 monthly self-monitoring report was submitted ahead of schedule on October 9, 2018.
 - The impoundment basin closure activities are continuing. As of October 15, 2018, the impoundment basin water level was at 41 inches of depth. Sediment along the northern edge of the pond was collected into large bags, which are being stored temporarily at the wastewater treatment plant until pending laboratory analyses are in, which will determine where the material can be disposed.
 - Chief Plant Operator Jim Green continues to work on preparations to allow restarting the facility. Although water levels in the production wells have remained higher than normal for this time of year, staff is still planning to perform an operational test later this month. The operational test would recirculate water into the adjacent percolation basin, which was discussed and approved during an earlier July 20, 2018 field meeting with the Water

Board's Jon Rokke. The proposed testing will also allow for training to occur with senior operator Larry Moore's input, which is important due to Larry's pending retirement.

- Influent Screen Installation at Wastewater Treatment Plant
 - Brough Construction is completing details associated with catwalk area, as well as piping details. Once these details are completed, fabrication should begin. Brough estimated that the design details should be completed before the end of October.
- Miscellaneous:
 - Staff moved offices to the south side of the rented space, which included sorting through 18 years of records, moving furniture, boxing, and related efforts.
 - Permit Counter. For the 2018 Calendar Year: 2 Transfer of Positions, 18 Assignments, 15 Voluntary Lot Mergers, 4 New/Re-Construction Applications, and 51 Remodel/Change-of-Use Applications were received for processing. We have also processed 4 applications to extend ITS letters.
 - During the past month, Melissa Bland conducted 12 retrofit inspections.
 - SWRCB licensing of existing water rights remains in progress.
 - Staff attended the October 9, 2018 standing Infrastructure Committee meeting and a portion of the October 11, 2018 standing Finance Committee meeting. Input was provided on questions were responded to associated with the KeepTrak maintenance management program, and how it may relate to the Tyler InCode asset management module.
 - Melissa Bland assisted the Administration Department with the Proposition 218 process, which ended on October 4, 2018.
 - Staff submitted the 2017 Calendar Year Water Loss Audit on September 26, 2018. The validated report is available for viewing on our website.
 - On September 19, 2018, Staff attended a 3rd Quarter Local Government Agency Meeting sponsored by SLO County Energy Watch. This meeting included discussion on various funding programs associated with energy conservation.
 - Melissa Bland participated in a September 19, 2018 water conservation webinar sponsored by the Alliance for Water Efficiency and California Water Efficiency Partnership. The topic was "Rates and Water Conservation: What You Need to Know".
 - Staff continues to aid our biological consultant on work associated with the SWF regular coastal development program.
- Well Levels
 - Current well levels are above average for this time of year.

WASTEWATER:

Wastewater Treatment Plant Operations

- Staff is still investigating the best means for coating and protecting the hand railings installed on the digester tanks. (Painting of the handrails was not included in the Nerelli Welding contract.)
- The kick-off meeting for the installation of the influent screen went well. Brough Construction is currently completing details for the equipment access catwalk and process piping.
- On July 19th staff attended a SLO County Energy Watch meeting, which focused on various funding programs associated with energy conservation. This was a very informative meeting, and we made a key connection afterwards with the regional coordinator of the Central Coast *CivicSpark* Program. *CivicSpark* is an AmeriCorps program that provides state-funded interns to help implement local Climate Action Plans. Staff intends to follow up with this contact to determine whether interns could provide future assistance to the CCSD. Because the *CivicSpark* program is State-funded, there should be no cost to the District.

- WW Operators Toni Artho and Jason Vormbaum installed a new valve and discharge line for transferring sludge from sludge tank #1 to tank #2.

Collection Systems & Lift Stations

- Check valves for lift station 9 have been installed. The old butterfly type valves were creating a blockage due to rags getting caught on the valve itself. This has been an on-going problem. WW Operator Delon Blackburn found a ball check that allows rags to pass and our pump efficacy has increased dramatically. We are now getting almost two times the flow over time with the new valves.
- We have a Ford F-350 service truck that has stopped working and needs to be replaced. Carlos Mendoza in F&R has let us use an old F-150 truck until we can find the money to replace the F-350. The Vactor truck is also in need of replacement.

Laboratory:

- Abalone Coast continued to provide the services of a certified laboratory analyst for those analyses that are reported to the state. Currently, Abalone's Amanda Smith is calibrating the online pH meter monthly.

Administrative:

- Last month we had a permit violation due to our pH meter failing. Operator Toni Artho shipped the old pH probe back to HACH for repair and we used a field monitor to continue collecting pH values.

WATER:

1. The SWF remains offline. Water operator Larry Moore continues to assist the SWF CPO James Green with maintenance of the filter membranes, water sampling requirements and other plant maintenance.
2. SR4 is running 5 days a week between the hours of 7:00 am to 3:30 pm. SR3 is running daily in the evenings and through the night. On weekdays we are running one San Simeon well at a time, alternating San Simeon wells each day. On weekends we run both San Simeon wells and SR3 throughout the entire weekend.
3. In September, five water leaks in the distribution system were repaired. Two of those leaks were repaired after hours or on the weekend. On Labor Day, four out of five staff members, including the Water Department Supervisor, repaired a leak on Warren Rd. The following Sunday there was a leak on Main St. All six Water Department staff members were present, including SWF CPO James Green. One lane of traffic had to be closed and delineated, requiring two of the operators to conduct traffic control. The new Ditch Witch vacuum extractor helped us repair both leaks much faster and contributed to a much safer work environment for the operators.
4. The water service line for the Ocean Point Ranch property located at the north end of Moonstone Beach Drive was prone to leaking. The line was extremely shallow, in some places barely below the asphalt. In coordination with the Ocean Point Ranch motel and restaurant, we scheduled work to replace and install a new water service line. In an effort to not disturb motel guests, staff agreed to start work later than normal at this location. The day before the planned installation, staff pot-holed and located all existing utilities. This practice helped staff install the new service line rather quickly. Traffic control was needed, and once again SWF CPO James Green assisted. The installation of the new 30+ foot service line went very well, and water service was only interrupted for a few hours.
5. The gate at the San Simeon well field stopped working. Rats had damaged the gate's controls and wiring. Monty, our gate contractor, cleaned out and repaired the gate. Jim from Alpha Electric repaired and replaced electrical wires and upgraded the conduit.

6. The communications equipment located at Lone Pine Road (near Highway One and San Simeon Creek Road) malfunctioned. This equipment assists in SCADA communication from the San Simeon wellfield to the Pine Knolls tanks. Staff cleared plants and trees around the communication facilities, allowing sun rays to get to the solar charging panels. Staff also re-charged both batteries and, with the remote assistance of Andy from Tough Automation, were able to re-boot the system and get SCADA controls back online.
7. Andy of Tough Automation installed a new power module for the CL100 analyzer at SR4. This replaced a temporary power supply, which was used because a permanent solution was not readily available from Hach when our original power supply failed. The threat of a power surge damaging equipment at SR4 has been greatly reduced because of steps taken over the past few months to install this equipment.
8. Water Department Supervisor Jason Buhl completed and submitted all five required state reports. Three reports were related to our active production wells. One was related to weekly water quality samples taken throughout the water system. The last monthly report breaks down water production and usage. A quarterly water quality report was also submitted to the State.
9. Water production and well levels are reported in the attached graphs and charts. As of writing this report, water is still flowing past both active production wells located on Santa Rosa Creek.
10. The following table summarizes key activities that Water Department staff responded to during the month of September:

Activity	# Completed
Manual Meter Reads/Locates for Billing Purposes	49
Customer assists for high water usage on customer side of meter	29
Locking/Unlocking Water Meters	2
Meter Shut-Off/Turn-On at Owner's Request	5
Repairs of distribution system leaks	5
After-Hours System Alarm Responses	10
USA Locations	21
Water Service Line Information Requests	2

Attachments:

1. PowerPoint Presentation
2. Production and Well Graphs
3. Public Records Requests and Responses

Cambria Community Services District

**Regular Board Meeting
October 25, 2018**

Facilities & Resources Department

Staff started phase 2 of the eucalyptus project.



Staff started the erosion gully project.



Staff coordinated replacing the Vets Hall railing and door.



Sustainable Water Facility

This is the location for the new Mag Meter, which will meter effluent treated water to RIW1.



Wastewater Department

Nerelli Welding replaced the handrails. The total cost was \$42,840.



Nerelli Welding also replaced the handrails on the stairs and fixed holes. This was not included in the contract, but it needed to be done. The additional work cost \$4,175, which will be deducted from the department's operating budget.



Before



After

This support bar was fixed by Nerelli Welding because it wasn't touching the stairs.



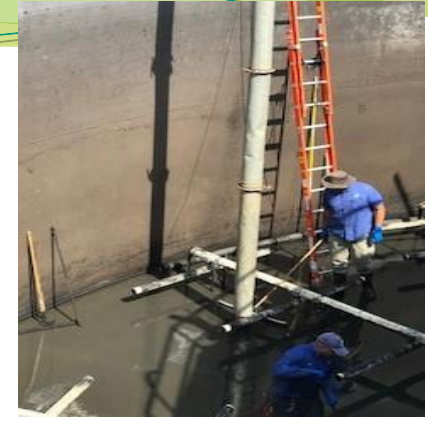
This large hole allowed air to escape. Staff had several holes fixed.

The cat walk still needs to be replaced.





Wastewater Operators Toni, Delon and Jason V. cleaned two digesters. They processed sludge and were able to get into the digesters and remove all the rags that had built up on the air headers. After the rags were removed, they removed the grit that had settled to the bottom of the digesters.



Before

After

The old discharge pipe was replaced.



Before



After

The old line was leaking and falling off the supports. Staff provided a new support and replaced the line.



Hammond Overhead Doors replaced two twenty-year-old doors in the shop. The east side doors main spring broke, came out of its guide and wasn't repairable. The cost for both doors was \$3,974.



This is the 12'X 10' door after it fell.



Heres' the two new doors.

Staff replaced the old valve with a new valve.
The old valve would not close and the steel pipe was rusted.



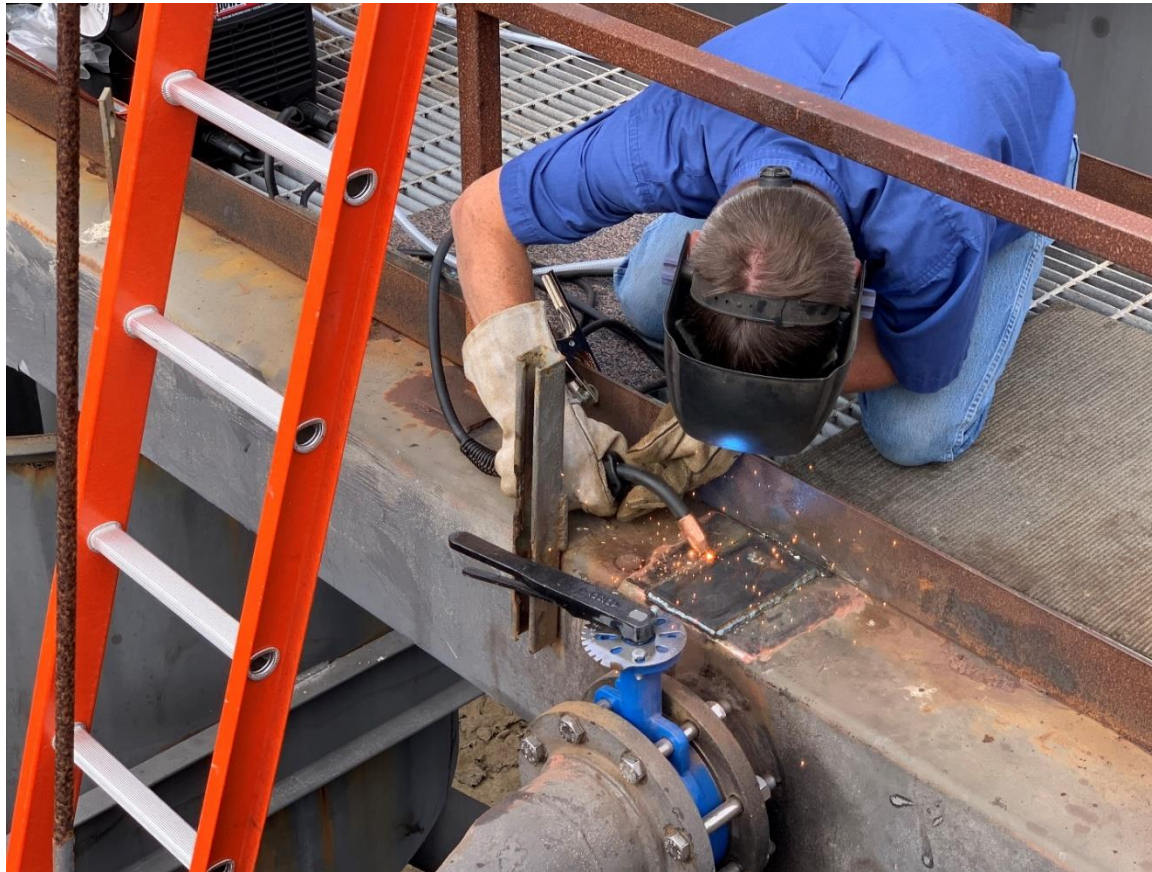
Before



After

The department purchased a new welder. Staff welded a patch that leaked on the air header.

This is the new air valve. The old air valve handle rusted off and would not close.



2018
CAMBRIA COMMUNITY SERVICES DISTRICT
GROSS WATER PRODUCTION, BY SOURCE
REPORTED IN ACRE-FEET

YEAR	SOURCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL TOTAL	YEAR
2006	S.S.	50.81	49.10	48.82	49.65	60.58	65.65	56.12	59.67	52.49	42.86	34.46	42.75	612.96	2006
	S.R.	0.00	0.78	0.00	0.62	0.74	2.56	23.58	20.72	20.17	23.88	26.46	13.63	133.14	
	SS & SR TOTAL	50.81	49.88	48.82	50.27	61.32	68.21	79.70	80.39	72.66	66.74	60.92	56.38	746.10	
2005	S.S.	50.05	46.16	51.09	55.01	65.70	68.81	80.52	61.60	48.71	47.08	40.83	36.70	652.26	2005
	S.R.	0.00	0.62	0.93	0.76	0.76	0.73	1.64	17.32	20.25	21.69	16.92	7.36	88.98	
	SS & SR TOTAL	50.05	46.78	52.02	55.77	66.46	69.54	82.16	78.92	68.96	68.77	57.75	44.06	741.24	
2004	S.S.	55.83	51.40	58.56	64.33	67.98	52.62	47.04	39.68	41.06	34.80	49.30	49.92	612.52	2004
	S.R.	0.00	0.61	1.17	4.84	8.68	22.08	30.80	36.30	27.32	24.95	1.73	1.63	160.11	
	SS & SR TOTAL	55.83	52.01	59.73	69.17	76.66	74.70	77.84	75.98	68.38	59.75	51.03	51.55	772.63	
2003	S.S.	52.73	49.97	57.35	58.32	62.82	68.22	65.05	63.34	58.91	67.08	56.20	48.84	708.83	2003
	S.R.	0.70	1.11	0.48	0.94	1.84	5.63	19.77	22.04	16.00	6.58	3.12	5.84	84.05	
	SS & SR TOTAL	53.43	51.08	57.83	59.26	64.66	73.85	84.82	85.38	74.91	73.66	59.32	54.68	792.88	
2002	S.S.	54.43	52.23	60.70	65.43	60.75	55.13	66.79	73.35	66.59	62.03	56.36	53.98	727.77	2002
	S.R.	1.28	1.27	1.10	1.11	14.82	22.79	19.54	9.67	3.52	4.02	2.04	0.55	81.71	
	SS & SR TOTAL	55.71	53.50	61.80	66.54	75.57	77.92	86.33	83.02	70.11	66.05	58.40	54.53	809.48	
2001	S.S.	56.16	48.05	55.92	60.69	73.30	77.51	85.01	78.50	53.45	56.21	48.16	52.29	745.25	2001
	S.R.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.78	21.08	16.87	8.06	0.89	52.68	
	SS & SR TOTAL	56.16	48.05	55.92	60.69	73.30	77.51	85.01	84.28	74.53	73.08	56.22	53.18	797.93	
2000	S.S.	56.41	50.43	55.27	65.40	70.84	73.60	85.00	84.68	73.30	65.60	58.49	59.80	798.82	2000
	S.R.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	SS & SR TOTAL	56.41	50.43	55.27	65.40	70.84	73.60	85.00	84.68	73.30	65.60	58.49	59.80	798.82	
1999	S.S.	56.40	45.26	52.16	57.40	70.43	71.35	85.41	82.68	69.45	68.04	57.78	57.69	774.05	1999
	S.R.	0.01	0.01	0.01	0.04	0.02	0.07	0.01	0.02	0.32	0.02	0.00	0.00	0.53	
	SS & SR TOTAL	56.41	45.27	52.17	57.44	70.45	71.42	85.42	82.70	69.77	68.06	57.78	57.69	774.58	
1998	S.S.	44.39	46.36	47.00	50.53	56.43	63.43	77.75	80.30	68.35	66.58	54.06	52.13	707.31	1998
	S.R.	0.01	0.01	0.01	0.01	0.00	0.01	0.01	0.09	0.01	0.00	0.00	0.00	0.16	
	SS & SR TOTAL	44.40	46.37	47.01	50.54	56.43	63.44	77.76	80.39	68.36	66.58	54.06	52.13	707.47	
1997	S.S.	50.61	49.20	65.66	68.65	76.18	79.14	82.31	57.02	37.32	27.50	38.96	45.96	678.51	1997
	S.R.	0.02	0.08	0.02	0.02	0.02	0.02	0.38	25.92	31.54	36.85	12.41	0.01	107.29	
	SS & SR TOTAL	50.63	49.28	65.68	68.67	76.20	79.16	82.69	82.94	68.86	64.35	51.37	45.97	785.80	
1996	S.S.	46.66	43.40	47.39	56.95	66.18	70.83	75.70	77.27	68.23	65.58	50.37	49.43	717.99	1996
	S.R.	0.01	0.03	0.03	0.03	0.03	0.01	0.03	0.02	0.01	0.02	0.02	0.02	0.26	
	SS & SR TOTAL	46.67	43.43	47.42	56.98	66.21	70.84	75.73	77.29	68.24	65.60	50.39	49.45	718.25	
1995	S.S.	41.30	41.10	47.10	52.14	53.50	59.00	74.70	74.10	65.40	64.70	55.30	47.60	675.94	1995
	S.R.	1.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.90	
	SS & SR TOTAL	43.20	41.10	47.10	52.14	53.50	59.00	74.70	74.10	65.40	64.70	55.30	47.60	677.84	
1994	S.S.	47.00	38.60	48.60	52.00	54.60	63.40	69.30	47.80	31.70	30.80	28.20	26.00	538.00	1994
	S.R.	0.00	0.00	0.00	0.00	0.10	0.00	0.00	25.00	30.20	27.70	21.20	19.90	124.10	
	SS & SR TOTAL	47.00	38.60	48.60	52.00	54.70	63.40	69.30	72.80	61.90	58.50	49.40	45.90	662.10	
1993	S.S.	50.10	45.70	52.60	56.30	68.30	68.80	68.10	69.80	59.80	56.10	51.40	43.50	690.50	1993
	S.R.	0.50	0.30	0.00	0.00	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.90	
	SS & SR TOTAL	50.60	46.00	52.60	56.30	68.40	68.80	68.10	69.80	59.80	56.10	51.40	43.50	691.40	
992	S.S.	45.30	42.20	45.90	55.20	64.00	58.10	44.90	41.80	35.00	32.80	34.00	43.10	542.30	992
	S.R.	0.80	0.30	0.10	0.40	0.50	6.10	22.70	28.10	26.30	25.10	19.50	5.50	135.40	

2018
CAMBRIA COMMUNITY SERVICES DISTRICT
GROSS WATER PRODUCTION, BY SOURCE
REPORTED IN ACRE-FEET

YEAR	SOURCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL TOTAL	YEAR
19	SS & SR TOTAL	46.10	42.50	46.00	55.60	64.50	64.20	67.60	69.90	61.30	57.90	53.50	48.60	677.70	19
1991	S.S.	26.90	23.10	32.70	39.60	48.60	44.10	40.10	34.80	30.50	28.00	26.40	30.10	404.90	1991
	S.R.	15.30	13.10	0.50	0.10	0.10	5.50	15.00	21.60	20.20	21.00	19.70	18.70	150.80	
	SS & SR TOTAL	42.20	36.20	33.20	39.70	48.70	49.60	55.10	56.40	50.70	49.00	46.10	48.80	555.70	
1990	S.S.	45.70	47.00	55.28	44.75	31.46	32.34	40.00	38.00	31.91	31.40	29.40	29.90	457.14	1990
	S.R.	8.70	0.80	0.50	18.03	32.30	26.79	22.30	22.20	20.64	20.20	19.30	14.90	206.66	
	SS & SR TOTAL	54.40	47.80	55.78	62.78	63.76	59.13	62.30	60.20	52.55	51.60	48.70	44.80	663.80	
1989	S.S.	51.00	47.90	53.90	61.90	57.20	62.20	69.20	60.90	36.30	38.70	42.60	40.60	622.40	1989
	S.R.	0.00	0.00	0.00	1.00	13.80	13.50	17.90	28.00	42.00	22.60	17.60	18.20	174.60	
	SS & SR TOTAL	51.00	47.90	53.90	62.90	71.00	75.70	87.10	88.90	78.30	61.30	60.20	58.80	797.00	
1988	S.S.	51.20	57.90	63.20	47.30	57.40	44.20	50.00	51.70	41.90	37.40	27.40	36.00	565.60	1988
	S.R.	0.00	0.00	0.00	16.30	15.70	30.70	31.20	34.90	36.00	34.90	35.20	19.00	253.90	
	SS & SR TOTAL	51.20	57.90	63.20	63.60	73.10	74.90	81.20	86.60	77.90	72.30	62.60	55.00	819.50	

10/1/18⁷⁷

CAMBRIA COMMUNITY SERVICES DISTRICT
WELL WATER LEVELS FOR 10/1/18

Well Code	Distance Ref. Point to Water Level	Reference Point Distance Above Sea Level	Depth of Water to Sea Level	Remarks
SANTA ROSA CREEK WELLS				
23R	32.32	83.42	51.10	
SR4	29.70	82.00	52.30	
SR3	20.70	54.30	33.60	
SR1	18.25	46.40	28.15	
RP#1		46.25		
RP#2		33.11		Not Read
21R3	9.80	12.88	3.08	41268
WBE	13.40	16.87	3.47	
WBW	13.82	17.02	3.20	
AVERAGE LEVEL OF CCSD SANTA ROSA WELLS SR1 & SR3 =				30.88 FEET
CCSD SANTA ROSA WELL SR4 =				52.30 FEET

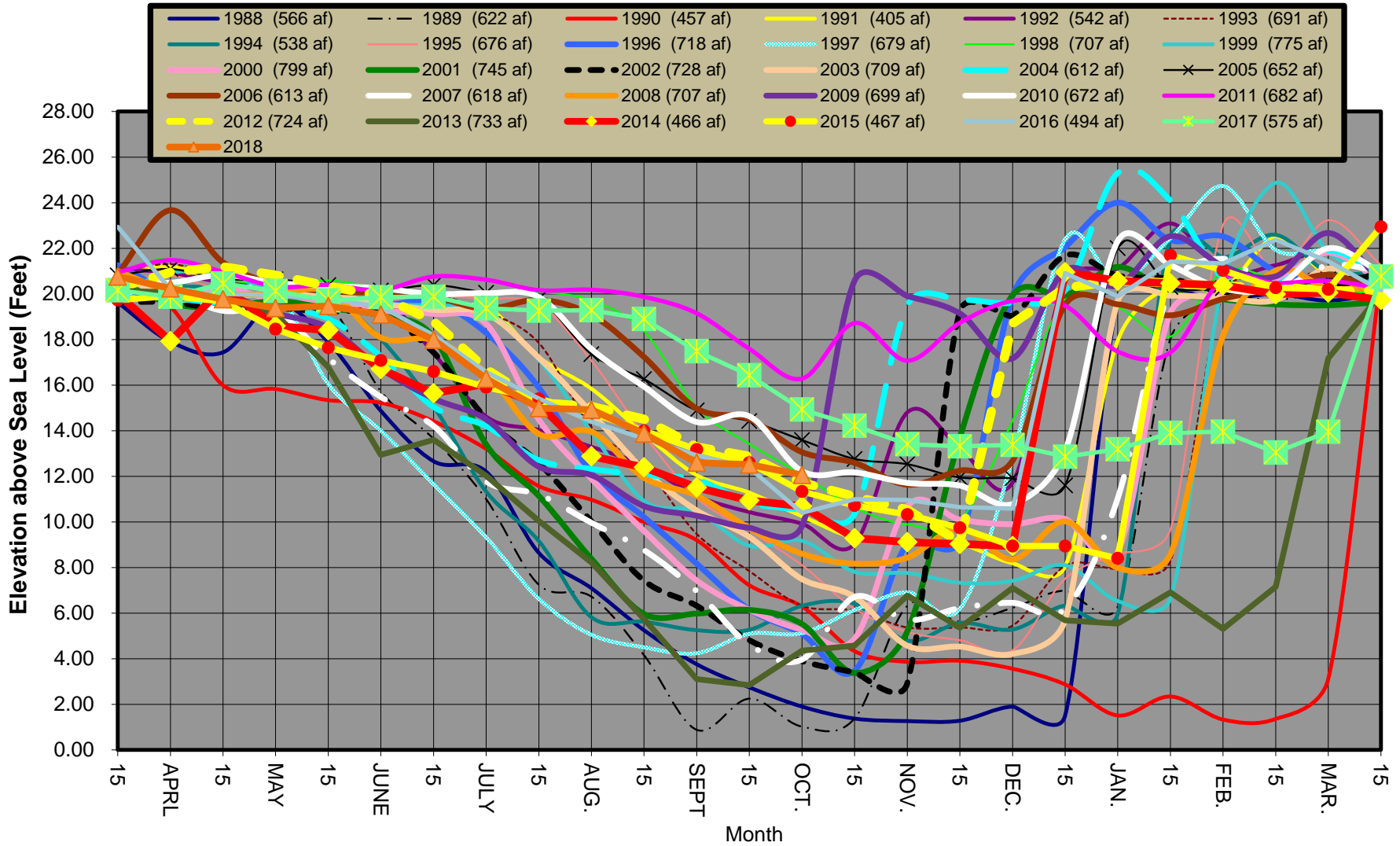
SAN SIMEON CREEK WELLS				
16D1	8.02	11.36	3.34	
MW4	12.44	15.95	3.51	
MW1	18.90	42.11	23.21	
MW2	18.25	38.10	19.85	
MW3	24.15	49.56	25.41	
9M1	30.25	65.63	35.38	
9P2	12.86	19.11	6.25	
9P7	13.20	20.69	7.49	
9L1	20.84	27.33	6.49	
RIW	17.11	25.41	8.30	
SS4	17.82	25.92	8.10	SS4 to 9P2 Gradient = + 1.85
MIW	18.55	29.89	11.34	
SS3	21.70	33.73	12.03	
SS2	20.64	33.16	12.52	
SS1	20.75	32.37	11.62	
11B1	40.15	105.43	65.28	
11C1	33.75	98.20	64.45	
PFNW	29.95	93.22	63.27	
10A1	36.50	78.18	41.68	
10G2	28.00	62.95	34.95	
10G1	26.10	59.55	33.45	
10F2	34.35	66.92	32.57	
10M2	32.20	55.21	23.01	
9J3	24.22	43.45	19.23	
lagoon	20.20			mitigation erosion none
AVERAGE LEVEL OF CCSD SAN SIMEON WELLS SS1,SS2 & SS				12.06 FEET

revised 6/6/16

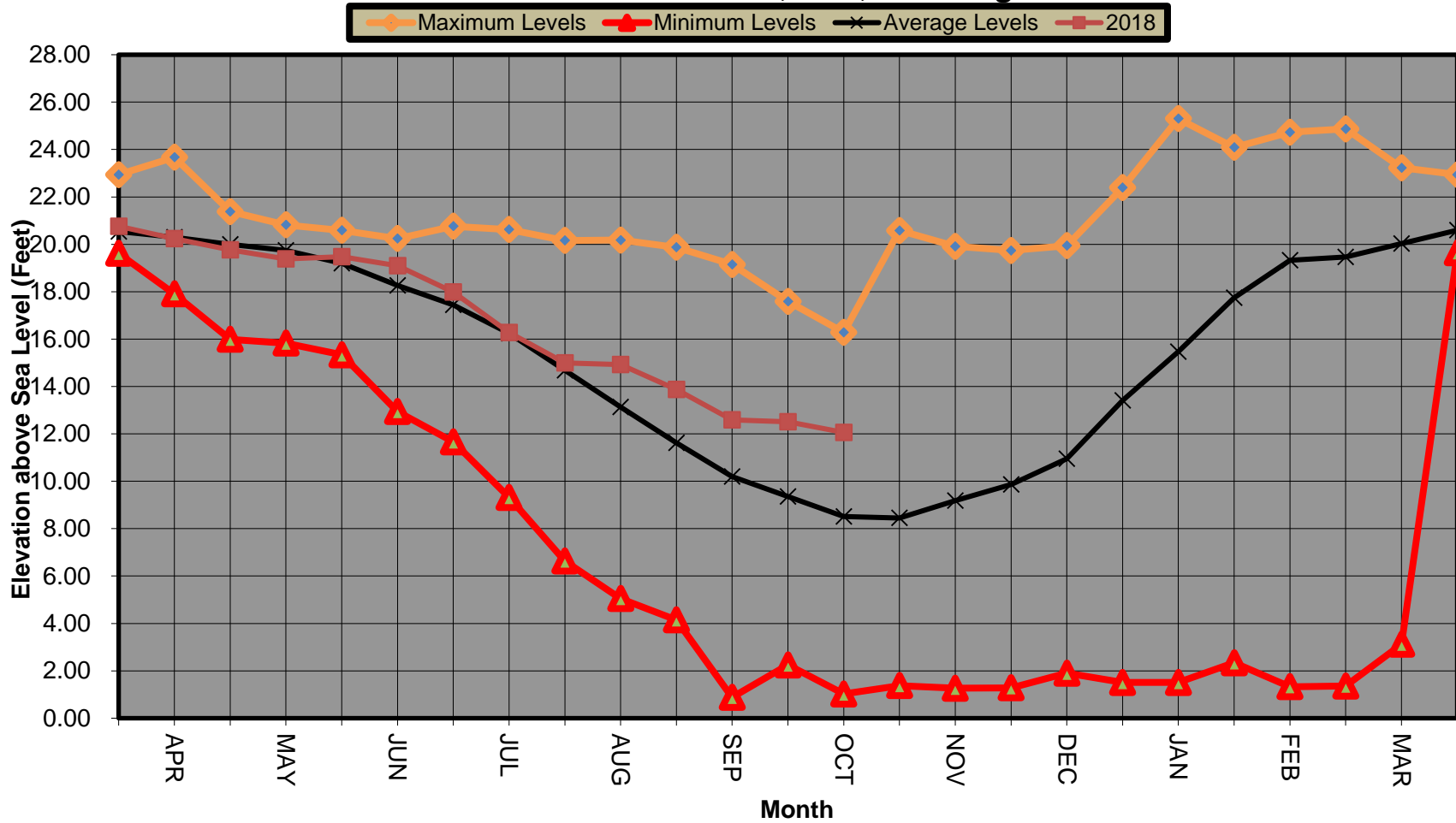
Red Font are the CCSD's Production Wells, as measured on 10/1/18

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

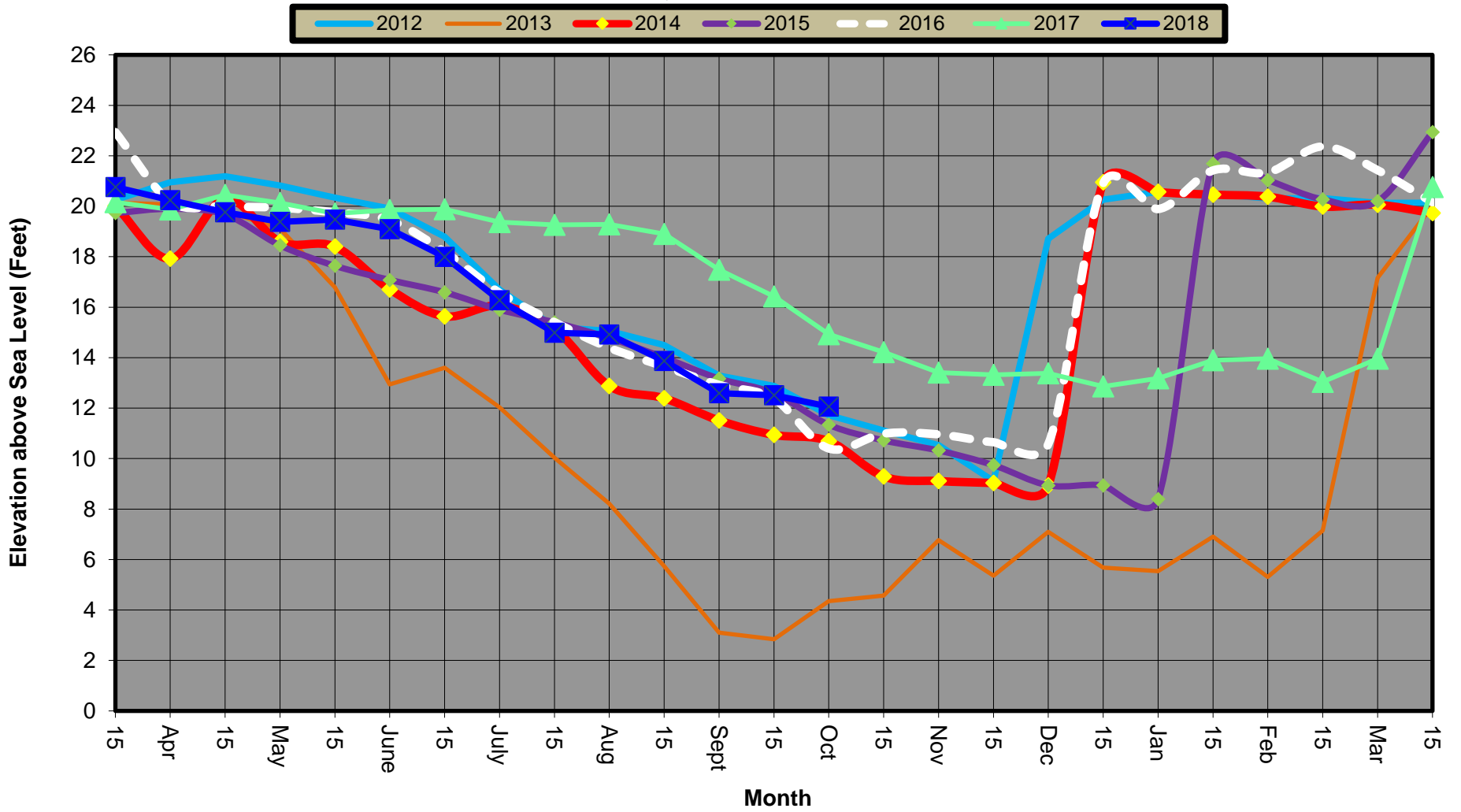
San Simeon Creek Well Levels 1988 - Current



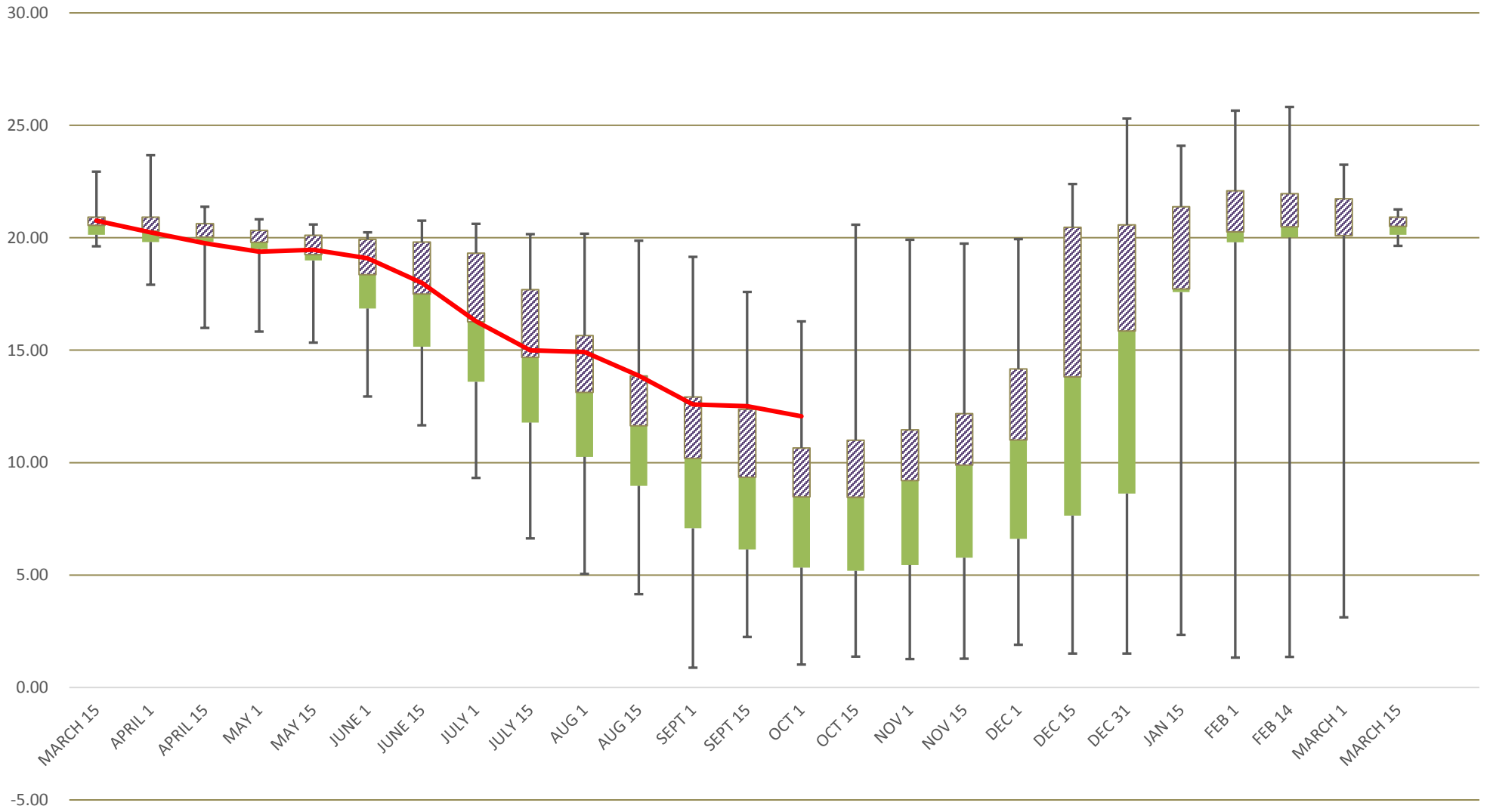
**San Simeon Creek Well Levels
Mid-March 2018/2019 levels to date and
1988 to Current Min, Max, & Average**



San Simeon Creek Well Levels Last 7 years March, 2011 - Current

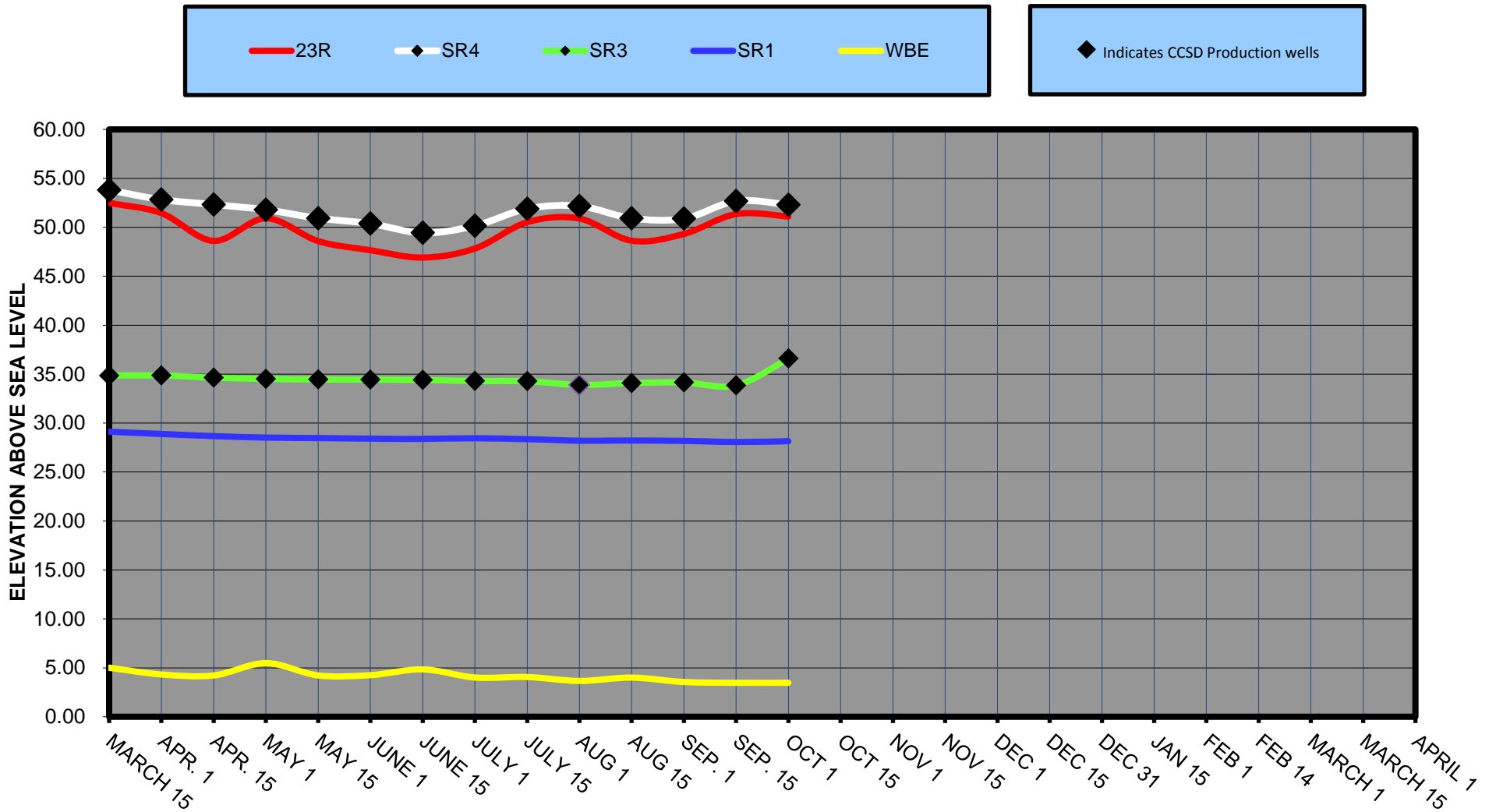


1988 to Current Statistical San Simeon Well Level Summary by Month
showing Minimums, Maximums, 25 % Percentile, 75% Percentile
Average Level is the line between the Purple (hatched) and Green (solid) bars



25th Percentile 75th Percentile 2018 reads

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



Public Records Requests and Responses

There were 7 Public Record Requests received since September 27, 2018 by the following citizens. The listing below is representative of the request and does not necessarily reflect the extensive nature of each request.

9/24/2018: Karen Garcia 1) I am requesting a copy of Jerry Gruber's separation agreement.

On September 24, 2018, the CCSD responded to Karen Garcia's 9/24/2018 Public Records Request with the following:

Enclosed is Jerry Gruber's separation agreement and release of claims.

9/25/2018: Julie Tacker 1) Please now provide a copy of the lawsuit the district filed on September 21st against CDM Smith.

On September 26, 2018, the CCSD responded to Julie Tacker's 9/25/2018 Public Records Request with the following:

Enclosed is the lawsuit the CCSD filed against CDM Smith on September 21, 2018.

10/3/2018: Karen Garcia 1) Could you point me in the direction of which agenda packets I can find staff reports of water rate increases that went into effect March 1, 2016; March 1, 2017; March 1, 2018.

On October 10, 2018, the CCSD responded to Karen Garcia's 10/3/2018 Public Records Request with the following:

Enclosed is the following agenda packets which contain water rate increase information:

- a) November 12, 2015 Special meeting agenda packet
- b) December 29, 2015 Special meeting agenda packet
- c) February 12, 2016 Special meeting agenda packet
- d) May 24, 2018 Amended Regular meeting agenda packet
- e) June 19, 2018 Special meeting agenda packet
- f) June 21, 2018 Special meeting agenda packet
- g) July 11, 2018 Special meeting agenda packet
- h) July 12, 2018 Special meeting agenda packet
- i) August 1, 2018 Special meeting agenda packet
- j) October 4, 2018 Special meeting agenda packet

10/4/2018: Sherry Hilber 1) I checked the fee on your fee schedule for requesting a report. I did not see the fee. How much is it for the public record of this? Is it made payable to ccsd.org?

On October 4, 2018, the CCSD responded to Sherry Hilber's 10/4/2018 Public Records Request with the following:

It's .20 per page to photo-copy a report. The charge is listed under general administrative charges on page 1 of the CCSD fee schedule. Please let us know what report you're requesting, and we'll process your request.

10/4/2018: Sherry Hilber 1) A copy of the 1145 Pinewood Fire incident report.

On October 9, 2018, the CCSD responded to Sherry Hilber's 10/4/2018 Public Records Request with the following:

Enclosed is a copy of the fire incident report for 1145 Pinewood.

10/10/2018: Sherry Hilber 1) Thank you for the report thus far. Any idea when the full investigation will be completed? I would like to request the final report.

10/15/2018: Lillian Adams 1) Property address: 1716 Pineridge Dr., Cambria CA 93428 – Please provide copies of all permits/records since 1970. We are in the process of purchasing said property.

BOARD OF DIRECTORS' MEETING-OCTOBER 25, 2018
FINANCE MANAGER'S REPORT

EXPENDITURE REPORT FOR THE MONTH OF SEPTEMBER, 2018

The Expenditure Report for the month of September, 2018 is being submitted to the CCSD Board of Directors in today's meeting (Agenda Item 4. A.). A summary by department of the Accounts Payable Vendor expenditures is included. Because the great majority of payroll costs are coded to liability clearing accounts, a summary of payroll costs is not useful. Personnel Services costs can be found in the attached Budget Report for July 1-September 30, 2018.

FISCAL YEAR (FY) 2018/2019 MONTHLY FINANCIAL REPORTS

Financial reports for the period of July 1-September, 30 2018 are presented. The columns from left to right are as follows (Note that the first column noted here is not shown on the 4 summation pages, which are at the beginning of these reports): The first column shows the account number for each line item, (except for summation pages). The 2nd column is the line item description (this is the first column on the summation pages). The 3rd column, titled FY 17/18 ACTUAL are the amounts as of June 30, 2018. The 4th column, titled FY 18/19 AS OF 9/30/18 are the amounts as of September 30, 2018. The 5th column titled TOTAL FY 18/19 BUDGET are the amounts from the Fiscal Year 2018/2019 Final Budget as approved by the CCSD Board of Directors on August 23, 2018. The 6th column reflects the percentage of the budgeted activity that has transpired as of September, 30 2018. The last column is the difference between the amount budgeted and the balance as of September, 30 2018 for that line item. The activity shown is current to the best of Staff's knowledge with the following exceptions-The fuel costs for Fire and Facilities and Resources are over stated and the fuel costs for Water, Wastewater and the Sustainable Water Facility are understated because all fuel is purchased by the Fire and Facilities and Resources Departments and the Cambria Community Healthcare District purchases fuel from the Fire Department (per a Joint Agency Agreement) and the Water, Wastewater and the Sustainable Water Facility departments take their fuel from the Facilities & Resources pump with the cost of the fuel taken allocated to those departments based on the amount of fuel pumped. Time did not allow to make these changes by this report's required publication date

An error made on the Final Budget for Fiscal Year 2018/2019 was found. The amount of the Allocated Administration Overhead shown as a source of funds for the Administration Department is \$2,819 greater than the total Allocated Overhead charged to the various departments. The shortage should have been included in the Water Department's Allocated Overhead. This error will be corrected in the next Mid-Year Budget presented to the Board of Directors.

AVAILABLE CASH BALANCES AS OF SEPTEMBER, 2018

The total available cash, defined as the balance in the Main Checking Account less outstanding checks plus the balance in the Money Market Account plus the balance in the Local Agency

Investment Fund (LAIF), as of September, 30 2018 was \$1,193,560. It should be noted that this does not include the balances in the Payroll, HRA and Veteran's Hall bank accounts as these are restricted funds. However, these account balance were included in the June 30, 2018 reported cash balance as the balance as of June 30, 2018 was being compared to audited balances of prior years that included these accounts. It is also noteworthy that during the period from September through mid-November, property tax receipts are usually minimal. As such, this is normally a period of net cash outflow for the CCSD. Based on the activity over the two immediate previous years, between \$150,000-\$200,000 in property tax receipts are projected to be received by October 31 and another \$250,000-\$300,000 projected to be received by mid-November, 2018. \$750,000-\$800,000 is projected to be received in December, 2018. Even though there is no expectation for the CCSD to have any difficulty meeting its cash until significant property tax payments are received, a spending freeze for non-critical needs has been implemented.

NEW FINANCIAL SYSTEM UPGRADE - STATUS

Staff will be working with Tyler Technologies, to confirm modules included in the contract and next steps required for implementation. It should also be noted that the first payment is due to Tyler Technologies on December 1, 2018.

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
WATER SUSTAINABILITY FUND (40), CAPITAL (30)
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

A/C NO.	DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
	CAPITAL OUTLAY					
6170	Interim SWF AWTP Off-Hauling Facilities	0	0	50,000	0.0%	50,000
6910	Section 7 ESA Consultation	0	5,320	125,000	4.3%	119,680
	Total Capital Outlay	0	5,320	175,000	3.0%	169,680
	ADMINISTRATIVE COST ALLOCATION					
6200	Allocated Overhead	0	21,985	87,938	25.0%	65,954
	TOTAL USES OF FUNDS	0	27,305	262,938	10.4%	185,634
	SURPLUS/(DEFICIT)	0	(27,305)	(262,938)		(185,634)

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
WATER SUSTAINABILITY FUND (39), OPERATIONS DEPARTMENT (25)
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

A/C NO.	DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
SERVICES & SUPPLIES						
6031Z	Maintenance	115,387	2,499	15,000	16.7%	12,501
6032B	Off-Hauling RO Brine	0	0	3,000	0.0%	3,000
6033B	Maintenance & Repairs - Buildings	450	355	0	N/A	(355)
6036	Maintenance & Repairs- Emergency	16,253	2,172	5,000	43.4%	2,828
6044	Comp/Copier/Printer Services	0	167	0	N/A	(167)
6051	Postage & Shipping	32	0	0	N/A	0
6053	Government Fees & Licenses	44,790	0	0	N/A	0
6060C	Utilities - Cell Phone	45	36	0	N/A	(36)
6060E	Utilities - Electricity	48,518	3,525	22,000	16.0%	18,475
6070	Equipment Rent	4,036	5,040	0	N/A	(5,040)
6080K	Prof Services-District Counsel	23,816	0	15,000	0.0%	15,000
6080M	Professional Services-Misc./Other	154,425	4,325	10,000	43.3%	5,675
6080L	Professional Services - Legal	8,035	10,733	0	N/A	(10,733)
6091	Lab Tests	152,950	609	10,000	6.1%	9,391
6091B	Operating Supplies	7,567	374	4,000	9.4%	3,626
6091F	Remote Monitoring	500	0	10,000	0.0%	10,000
6091H	Lab Testing	10,277	836	0	N/A	(836)
6092	Lab Supplies	574	245	1,000	24.5%	755
6094	Clothing and Uniform	0	70	0	N/A	(70)
6096	Fuel - Gas and Diesel	0	691	0	N/A	(691)
6120E	Travel, Training, Seminars-Employee	0	122	0	N/A	(122)
6125	Employee Recruitment	700	0	0	N/A	0
6195	Vehicles	0	1,903	0	N/A	(1,903)
6829D	Performance Bonds	71,649	0	35,825	0.0%	35,825
6829S	EWS Environmental	22	0	0	N/A	0
	Total Services & Supplies	660,026	33,702	130,825	25.8%	97,123
CAPITAL OUTLAY						
6170	Vehicle	22,599	0	0	N/A	0
6170E	Impoundment Basin	49,321	1,686	35,000	4.8%	33,314
	Total Capital Outlay	71,920	1,686	35,000	4.8%	33,314
DEBT SERVICE						
2604	Note Principal	326,893	168,501	340,465	49.5%	171,964
6180I	Interest Expense	332,533	161,211	318,959	50.5%	157,748
	Total Debt Service	659,426	329,712	659,424	50.0%	329,712
ADMINISTRATIVE COST ALLOCATION						
6200	Allocated Overhead	0	65,954	263,815	25.0%	197,861
	TOTAL USES OF FUNDS	1,400,192	480,612	1,328,751	36.2%	848,139
	SURPLUS/(DEFICIT)	(487,784)	(295,159)	(414,751)		(119,592)

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
WATER SUSTAINABILITY FUND (39), OPERATIONS DEPARTMENT (25)
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

A/C NO.	DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
REVENUE						
4041	SWF Water Base - Residential (SFR,	270,881	45,238	270,000	16.8%	224,762
4042	SWF Base Vac	24,011	4,025	24,000	16.8%	19,975
4043	SWF Base Com Ld	22,675	3,779	23,000	16.4%	19,221
4044	SWF Base Com Wt	51,850	8,644	52,000	16.6%	43,356
4051	SWF Water Usage - Residential (SFF	288,981	64,031	289,000	22.2%	224,969
4052	SWF Use Vac Rnt	26,228	6,525	26,000	25.1%	19,475
4053	SWF Use Com Ld	133,005	33,155	133,000	24.9%	99,845
4054	SWF Use Com Wtr	88,536	20,056	89,000	22.5%	68,944
4061	Wait List Maintenance Fee	(2,434)	0	0	N/A	0
4200	Interest Income	8,675	0	8,000	0.0%	8,000
	TOTAL REVENUE	912,408	185,453	914,000	20.3%	728,547
SALARY & WAGES						
5000	Salary & Wages	6,200	28,307	159,134	17.8%	130,827
5010	Overtime	60	901	10,000	9.0%	9,099
5020	Standby	0	0	5,000	0.0%	5,000
5040	Sick/Vacation Pay	0	2,485	0	N/A	(2,485)
5050	Holiday Pay	179	1,059	0	N/A	(1,059)
	Sub-Total Salaries/Wages	6,439	32,752	174,134	18.8%	141,382
BENEFITS						
5101	Uniform Allowance	0	434	400	108.5%	(34)
5102	Dental Insurance	212	984	2,455	40.1%	1,471
5103	Medical Insurance	603	5,756	24,694	23.3%	18,938
5105	Life Insurance	2	36	200	18.0%	164
5106	FICA	387	1,984	10,408	19.1%	8,424
5107	Medicare	91	464	2,540	18.3%	2,076
5108	Workers Compensation	236	653	8,294	7.9%	7,641
5109	PERS - Retirement	850	6,138	13,533	45.4%	7,395
5120	Other Employee Benefits	0	282	650	43.4%	368
5122	Medical Reimbursements - HRA	0	75	2,379	3.2%	2,304
	Sub-Total Benefits	2,381	16,806	65,553	25.6%	48,747
	Total Personnel Services	8,820	49,558	239,687	20.7%	190,129

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
WASTEWATER FUND (12), WASTEWATER DEPARTMENT (12)
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

A/C NO.	DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
CAPITAL OUTLAY						
6170F	WWTP Influent Screen Installation	1,079	185	164,509	0.1%	164,324
6170	Hand Rails On Digesters	0	42,840	45,000	95.2%	2,160
6170	Hand Rails-Main Walkway/Pump	29,185	0	0	N/A	0
6170	Screwscreen Compactor With Auger	6,780	0	0	N/A	0
6170	Effluent Pump	17,250	0	0	N/A	0
6170	6" Pump	53,204	0	0	N/A	0
6170	Influent Station Improvements	9,780	0	0	N/A	0
	Total Capital Outlay	<u>117,278</u>	<u>43,025</u>	<u>209,509</u>	20.5%	<u>166,484</u>
DEBT SERVICE						
6180	Interest Expense-Interfund Loan	6,628	0	0	N/A	0
6180C	Interest Expense-Note	41,496	19,406	35,899	54.1%	16,493
6180N	Principal-Note	118,000	128,000	128,000	89.9%	0
	Total Debt Service	<u>166,124</u>	<u>147,406</u>	<u>163,899</u>	25.0%	<u>16,493</u>
ADMINISTRATIVE COST ALLOCATION						
6200	Allocated Overhead	<u>461,098</u>	<u>117,829</u>	<u>471,314</u>	27.5%	<u>353,486</u>
	TOTAL USES OF FUNDS	<u>2,223,228</u>	<u>614,951</u>	<u>2,236,123</u>	27.5%	<u>1,621,173</u>
	SURPLUS/(DEFICIT)	<u>(73,216)</u>	<u>(231,462)</u>	<u>(27,722)</u>		<u>203,740</u>

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
WASTEWATER FUND (12), WASTEWATER DEPARTMENT (12)
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

A/C NO.	DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
SERVICES & SUPPLIES						
6010	Ads-Legal/Other	592	203	0	N/A	-203
6032C	M & R WW Collection System	1,862	368	8,000	4.6%	7,632
6032D	M & R WW - Disposal Effluent	4,419	0	10,000	0.0%	10,000
6032E	M & R WW - Easements	1,090	0	0	N/A	0
6032G	M & R Wastewater Generators	10,917	0	4,000	0.0%	4,000
6032L	M & R Wastewater Lift Stations	44,435	17,472	20,000	87.4%	2,528
6032M	M & R-WW Manhole Raising(Cord P.	24,119	10,848	15,000	72.3%	4,152
6032P	M & R- Pumps	50	0	5,000	0.0%	5,000
6032S	M & R- WW Disposal of Sludge	92,779	18,730	88,500	21.2%	69,770
6032T	M & R-Wastewater Treatment Plant	46,278	17,698	50,000	35.4%	32,302
6033B	Maintenance & Repairs - Buildings	7,425	6,416	10,000	64.2%	3,584
6033G	Maintenance & Repairs - Grounds	14,817	0	5,000	0.0%	5,000
6035T	Major Maintenance-CCTV & Hydro C	5,800	0	12,500	0.0%	12,500
6036	M & R- Emergency Events	38,637	0	0	N/A	0
6036T	Unplanned Maintenance	7,727	0	0	N/A	0
6041L	Maintenance & Repairs - Vehicles Lic	6,451	737	5,000	14.7%	4,263
6041N	M&R-Vehicles Non-Licensed	451	1,576	1,500	105.1%	(76)
6041V	M&R-Vehicles - Vactor	3,630	264	5,000	5.3%	4,736
6044	Comp/Copier/Printer Services	0	167	0	N/A	(167)
6045	Comp/Copier/Printer Goods	3,087	905	500	181.0%	(405)
6048	Security & Safety	3,710	118	4,000	3.0%	3,882
6050	Office Supplies	5,691	1,012	5,000	20.2%	3,988
6051	Printing & Shipping	5,689	2,958	5,000	59.2%	2,042
6053	Printing/Forms	2,137	839	1,500	55.9%	661
6054	Dues, Publications/Books	754	143	1,200	11.9%	1,057
6055	Government Fees & Licenses	83,129	314	90,000	0.3%	89,686
6060C	Utilities - Cell Phone	1,484	304	1,650	18.4%	1,346
6060E	Utilities - Electricity	199,902	63,446	200,000	31.7%	136,554
6060G	Utilities - Gas	1,138	127	1,000	12.7%	873
6060I	Utilities - Internet	5,367	1,220	4,500	27.1%	3,280
6060P	Utilities - Phones, Faxes, Alarms	6,033	1,624	6,500	25.0%	4,876
6060W	Utilities - Water	5,299	230	2,500	9.2%	2,270
6063	M & R Communications Equipment	447	0	0	N/A	0
6070	Equipment Rental	697	0	2,500	0.0%	2,500
6080	Professional Services-Engineering	407	0	0	N/A	0
6080G	Professional Serv-GIS Development	4,885	0	10,000	0.0%	10,000
6080K	Professional Serv-District Counsel	3,743	0	7,000	0.0%	7,000
6080M	Professional Services-Misc./Other	19,527	796	15,000	5.3%	14,204
6086	Outside Services	28,721	2,333	0	N/A	(2,333)
6089	Emergency & Medical Supplies	0	0	500	0.0%	500
6091	Lab Tests	28,002	4,013	25,000	16.1%	20,987
6092	Lab Supplies	2,348	897	3,200	0.0%	2,303
6093	Small Tools and Equipment	2,297	1,286	2,000	64.3%	714
6094	Clothing and Uniform	2,787	0	2,000	0.0%	2,000
6095	Office Furniture & Equipment	0	965	0	N/A	(965)
6096	Fuel - Gas and Diesel	10,598	2,198	7,000	31.4%	4,802
6115	Meeting Expense	0	115	0	N/A	(115)
6120E	Travel, Training, Seminars-Employee	1,878	222	2,500	8.9%	2,278
6124	Employee Recognition	0	0	200	0.0%	200
6125	Employee Recruitment	2,674	1,238	1,500	82.5%	262
Total Services & Supplies		743,910	161,782	641,250	25.2%	479,468

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
WASTEWATER FUND (12), WASTEWATER DEPARTMENT (12)
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

A/C NO.	DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
REVENUE						
4000	Service Sales	2,040,681	383,313	2,101,901	18.2%	1,718,588
4311	County Administrative Fee	(7,788)	0	(7,700)	0.0%	(7,700)
4360	Standby Availability Charges	114,345	16	114,000	0.0%	113,984
4390	Miscellaneous Revenue	2,774	160	200	80.0%	40
	TOTAL REVENUE	2,150,012	383,489	2,208,401	17.4%	1,824,912
SALARY & WAGES						
5000	Salary & Wages	353,105	65,192	415,438	15.7%	350,246
5010	Overtime	29,788	4,388	25,000	17.6%	20,612
5020	Standby	18,000	3,850	18,250	21.1%	14,400
5040	Sick/Vacation Pay	43,663	5,945	0	N/A	(5,945)
5050	Holiday Pay	19,862	1,897	0	N/A	(1,897)
	Sub-Total Salaries/Wages	464,418	81,272	458,688	17.7%	377,416
BENEFITS						
5101	Uniform Allowance	1,576	1,600	1,600	100.0%	0
5102	Dental Insurance	7,917	1,311	8,463	15.5%	7,152
5103	Medical Insurance	80,005	14,574	85,275	17.1%	70,701
5105	Life Insurance	513	93	510	18.2%	417
5106	FICA	27,731	4,973	26,833	18.5%	21,860
5107	Medicare	6,590	1,163	6,684	17.4%	5,521
5108	Workers Compensation	14,379	2,704	26,140	10.3%	23,436
5109	PERS - Retirement	75,573	19,598	85,623	22.9%	66,025
5112	Unemployment Benefits	4,950	5,402	0	N/A	(5,402)
5120	Other Employee Benefits	795	267	650	41.1%	383
5121	Retirees Health	40,406	10,209	42,306	24.1%	32,097
5122	Medical Reimbursements - HRA	9,965	1,743	7,379	23.6%	5,636
	Sub-Total Benefits	270,400	63,637	291,463	21.8%	227,826
	Total Personnel Services	734,818	144,909	750,151	19.3%	605,242

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
WATER FUND (11), WATER DEPARTMENT (11)
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

A/C NO.	DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
6090	Department Operating Supplies	2,656	2,496	7,500	10.7%	5,004
6091	Lab Tests	10,527	1,609	15,000	0.0%	13,391
6091B	Operating Supplies	2,497	1,500	0	N/A	-1500
6091G	Calibration	5,028	0	2,625	0.0%	2,625
6093	Small Tools and Equipment	4,105	2,204	6,000	22.3%	3,796
6094	Clothing and Uniform	3,986	1,666	8,000	11.5%	6,334
6096	Fuel - Gas and Diesel	17,323	2,678	12,000	2.1%	9,322
6115	Meeting Expenses	0	115	1,000	0.0%	885
6120E	Travel, Train, Seminars-Employees,	4,230	106	5,000	2.1%	4,894
6125	Employee Recruitment	5,399	0	1,500	0.0%	1,500
6611	Rebate Program - Cisterns, Toilets, v	0	0	7,500	0.0%	7,500
Total Services & Supplies		<u>664,640</u>	<u>114,080</u>	<u>699,178</u>	16.3%	<u>585,098</u>
CAPITAL OUTLAY						
6170	Trailer-Mounted Vacuum Exactor	0	46,169	48,000	0.0%	1,831
6170	Air Compressor & Jack Hammer	0	22,557	22,700	0.0%	143
6170	Dump Truck Replacement (Ford F-650)	0	0	76,000	0.0%	76,000
6170	Zone 2 to 7 Trans Main SR Crk Ped Brdg	0	0	50,000	0.0%	50,000
6170	Replacement of Leimert Service Lines	0	0	40,000	0.0%	40,000
6170	Water Meter Replacement/Upgrade	0	0	50,000	0.0%	50,000
6170	GIS Update/Upgrade	0	0	10,000	0.0%	10,000
6170	Valve Replacements	0	0	10,000	0.0%	10,000
6170	Rodeo Grounds Pump Station Replacement	0	0	15,000	0.0%	15,000
Total Capital Outlay		<u>0</u>	<u>68,726</u>	<u>321,700</u>		<u>252,974</u>
DEBT SERVICE						
6180J	Principal on Ford F-250	8,363	8,816	8,800	100.2%	(16)
6180H	Interest on Ford F-250	917	795	811	100.0%	16
Total Debt Service		<u>9,280</u>	<u>9,611</u>	<u>9,611</u>	25.0%	<u>0</u>
ADMINISTRATIVE COST ALLOCATION						
6200	Allocated Overhead	<u>909,348</u>	<u>136,158</u>	<u>544,631</u>	21.4%	<u>408,473</u>
TOTAL USES OF FUNDS		<u>2,406,316</u>	<u>508,151</u>	<u>2,373,494</u>	12.1%	<u>1,865,343</u>
SURPLUS/(DEFICIT)		<u>307,292</u>	<u>58,624</u>	<u>484,483</u>		<u>425,859</u>

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
WATER FUND (11), WATER DEPARTMENT (11)
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

A/C NO.	DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
SERVICES & SUPPLIES						
6010	Ads-Legal/Other	762	0	0	N/A	0
6011I	Public Information	844	0	1,000	0.0%	1,000
6031	Old M & R Lift Station	357	0	0	N/A	0
6031D	Maintenance & Repairs	151,559	3,885	115,000	3.4%	111,115
6031F	M&R-Fire Hydrants	825	0	6,000	0.0%	6,000
6031G	M&R - Generators	0	0	1,000	0.0%	1,000
6031L	M&R - Leimert Booster	544	0	2,000	0.0%	2,000
6031M	M&R - Water Meters	23,137	0	5,000	0.0%	5,000
6031P	Pumps	989	0	0	N/A	0
6031Q	Maintenance & Repairs - SR3 Well	2,590	0	5,000	0.0%	5,000
6031R	Maintenance & Repairs - SR4 Well/F	15,935	15,475	10,000	154.8%	(5,475)
6031S	Maint. & Repairs - Water Storage Ta	9,421	0	16,500	0.0%	16,500
6031T	Maint. & Repairs -Water Treatment S	15,373	4,697	20,000	23.5%	15,303
6031V	M&R-Wtr.Values (Cord Pave)	1,464	0	6,000	0.0%	6,000
6031W	Maintenance & Repairs - Wells	12,895	14,799	15,000	98.7%	201
6031Y	M&R -Water Yard/Booster St.	3,117	0	5,100	0.0%	5,100
6033B	Maintenance & Repairs - Buildings	1,244	206	2,500	8.2%	2,294
6033G	Maintenance & Repairs - Grounds	2,325	0	7,500	0.0%	7,500
6036	M&R- Emergency Events	1,844	0	30,000	0.0%	30,000
6037	Maintenance & Repairs - SCADA	8,577	1,875	15,000	12.5%	13,125
6040	M&R - Equipment	2,424	0	1,000	0.0%	1,000
6041L	M&R - Vehicles Licensed	10,757	2,862	12,000	23.9%	9,138
6041N	M&R - Vehicles Non-Licensed	1,039	0	2,000	0.0%	2,000
6044	Computer/Copier/Printer Services	585	167	500	33.4%	333
6045	Computer/Copier/Printer Goods	2,068	2,592	2,000	129.6%	(592)
6048	Security & Safety	230	0	2,000	0.0%	2,000
6050	Office Supplies	164	251	750	33.5%	499
6051	Postage & Shipping	9,205	3,306	11,054	29.9%	7,748
6052	Bank Charges	1	0	0	N/A	0
6053	Printing/Forms	5,607	967	4,000	24.2%	3,033
6054	Dues, Publications/Books	16,483	289	15,000	0.7%	14,711
6055	Government Fees & Licenses	24,893	977	30,000	3.3%	29,023
6059	Bad Debt Expense	(48)	7	1,000	0.7%	993
6060C	Utilities - Cell Phone	2,785	721	2,850	25.3%	2,129
6060E	Utilities - Electricity	132,541	42,461	146,947	28.9%	104,486
6060G	Utilities - Gas	0	0	1,236	0.0%	1,236
6060I	Utilities - Internet	3,556	755	3,750	20.1%	2,995
6060P	Utilities - Phones, Faxes, Alarms	5,699	1,110	5,784	19.2%	4,674
6060S	Utilities - Sewer	1,079	182	779	23.4%	597
6060W	Utilities - Water	0	0	1,978	0.0%	1,978
6063	M & R Communications Equipment	1,848	0	5,000	0.0%	5,000
6078	Land Lease - Well Site	38,624	0	39,725	0.0%	39,725
6080E	Professional Serv-Engineering	270	0	0	N/A	0
6080G	Professional Serv-GIS Development	3,220	0	7,500	0.0%	7,500
6080K	Professional Serv-District Counsel	7,794	0	20,000	9.6%	20,000
6080L	Professional Serv-Legal	21,157	789	0	N/A	-789
6080M	Professional Serv-Misc./Other	50,391	3,235	33,600	9.6%	30,365
6080V	Voluntary Lot Merger Program	12,715	98	20,000	33.3%	19,902

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
WATER FUND (11), WATER DEPARTMENT (11)
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

A/C NO.	DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
REVENUE						
4000	Service Sales	2,354,809	485,547	2,425,327	20.0%	1,939,780
4007	Returned Ck Fee	905	135	800	16.9%	665
4008	Acct Setup/clse	8,291	1,698	7,150	23.7%	5,452
4010	Water Penalty	45,927	5,564	47,600	11.7%	42,036
4011	Serv/Disc/Recon	641	256	450	56.9%	194
4014	Water Serv Fees	16,349	4,025	1,000	402.5%	(3,025)
4050	Administrative Fee Revenue	10,731	1,013	2,000	50.7%	987
4100	Connect Rev-SFR	11,632	0	10,000	0.0%	10,000
4101	Wait List Maintenance Fee	21,541	58,503	58,000	100.9%	(503)
4110	Remodel Impact Fees	38,307	2,405	36,700	6.6%	34,295
4122	Retrofit In-Lieu Fee	18,000	0	11,000	0.0%	11,000
4124	Assignment Fees	5,759	4,421	4,150	106.5%	(271)
4311	County Administrative Fee	(7,890)	0	(7,800)	0.0%	(7,800)
4360	Standby Availability Charges	175,896	24	175,500	0.0%	175,476
4373	Inspection Fee Revenue	12,040	3,184	9,100	35.0%	5,916
4390	Miscellaneous Revenue	670	0	1,000	0.0%	1,000
TOTAL REVENUE		2,713,608	566,775	2,781,977	20.4%	2,215,202
OTHER SOURCES OF FUNDS						
	Loan Proceeds-Dump Truck	0	0	76,000	0.0%	76,000
TOTAL SOURCES OF FUNDS		2,713,608	566,775	2,857,977	19.8%	2,291,202
SALARY & WAGES						
5000	Salary & Wages	410,935	83,264	445,046	18.7%	361,782
5010	Overtime	51,842	9,521	35,000	27.2%	25,479
5020	Standby	18,200	3,850	18,250	21.1%	14,400
5040	Sick/Vacation Pay	38,061	9,141	0	N/A	(9,141)
5050	Holiday Pay	22,540	3,351	0	N/A	(3,351)
Sub-Total Salaries/Wages		541,578	109,127	498,296	21.9%	389,169
BENEFITS						
5101	Uniform Allowance	1,000	2,000	2,000	100.0%	0
5102	Dental Insurance	9,139	2,450	10,273	23.8%	7,823
5103	Medical Insurance	81,932	20,510	86,045	23.8%	65,535
5105	Life Insurance	549	132	550	24.0%	418
5106	FICA	31,720	6,656	29,755	22.4%	23,099
5107	Medicare	7,676	1,557	7,273	21.4%	5,716
5108	Workers Compensation	11,915	2,927	25,070	11.7%	22,143
5109	PERS - Retirement	94,364	23,341	97,237	24.0%	73,896
5120	Other Employee Benefits	1,988	398	1,300	30.6%	902
5121	Retirees Health	31,287	7,997	32,983	24.2%	24,986
5122	Medical Reimbursements - HRA	9,900	2,481	7,592	32.7%	5,111
Sub-Total Benefits		281,470	70,449	300,078	23.5%	229,629
Total Personnel Services		823,048	179,576	798,374	22.5%	618,798

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
GENERAL FUND (01), PARKS, RECREATION & OPEN SPACE (16)
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

A/C NO.	DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
REVENUE						
4001	Franchise Fees	85,842	0	0	N/A	0
4310	Property Tax	150,754	89	45,821	0.2%	45,732
4311	County Administrative Fee	(426)	0	(300)	0.0%	(300)
4390	Miscellaneous Revenue	505	0	505	0.0%	505
	TOTAL REVENUE	<u>236,675</u>	<u>89</u>	<u>46,026</u>	0.2%	<u>45,937</u>
SERVICES & SUPPLIES						
6011I	Public Information - General	0	276	0	N/A	-276
6033R	M & R - Ranch	10,000	0	20,000	0.0%	20,000
6053	Printing/Forms	0	1,144	1,000	114.4%	(144)
6115	Meeting Expenses	163	0	0	N/A	0
	TOTAL SUPPLIES & SERVICES	<u>10,163</u>	<u>1,420</u>	<u>21,000</u>	6.8%	<u>19,580</u>
CAPITAL OUTLAY						
6170	Capital Asset	341,626	0	0	N/A	0
ADMINISTRATIVE COST ALLOCATION						
6200	Allocated Overhead	49,513	6,257	25,026	25.0%	18,770
	TOTAL USES OF FUNDS	<u>401,302</u>	<u>7,677</u>	<u>46,026</u>	16.7%	<u>38,350</u>
	SURPLUS/(DEFICIT)	<u>(164,627)</u>	<u>(7,588)</u>	<u>0</u>		<u>7,588</u>

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
GENERAL FUND (01), ADMINISTRATION DEPARTMENT (09)
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

A/C NO.	DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
	Capital Outlay					
6170I	Purchase Administrative Office	0	0	0	N/A	0
6170	Purchase Administrative Software	0	0	32,742	0.0%	32,742
6170	Remodel Administration Office	0	8,075	11,616	69.5%	3,541
6170	Capital Assets - Replace Servers	45,282	0	0	N/A	0
	TOTAL CAPITAL OUTLAY	<u>45,282</u>	<u>8,075</u>	<u>44,358</u>	18.2%	<u>36,283</u>
	Debt Service					
2514	Loan Principal-Ford Fusion	4,835	0	0	N/A	0
6180H	Interest Expense-Ford Fusion	169	0	0	N/A	0
	TOTAL DEBT SERVICE	<u>5,004</u>	<u>0</u>	<u>0</u>	N/A	<u>0</u>
	TOTAL USES OF FUNDS	<u>2,036,423</u>	<u>592,161</u>	<u>1,859,359</u>	31.8%	<u>1,267,198</u>
	SURPLUS/(DEFICIT)	<u>(169,036)</u>	<u>(109,989)</u>	<u>104,600</u>		<u>678,724</u>

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
GENERAL FUND (01), ADMINISTRATION DEPARTMENT (09)
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

A/C NO.	DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
SERVICES & SUPPLIES						
6010	Ads - Legal/Other	133	344	0	N/A	(344)
60111	Public Information - General	1,841	0	4,000	0.0%	4,000
60111W	Public Information - Website	47	3,800	5,000	76.0%	1,200
6014	Public Events	24	0	0	N/A	0
6030	Insurance	89,057	112,510	117,000	96.2%	4,490
6033B	Maintenance & Repairs - Buildings	5,541	1,160	0	N/A	(1,160)
6033G	Maintenance & Repairs - Grounds	1,316	620	0	N/A	(620)
6041L	M&Rs-Vehicles Licenses	4,899	447	0	N/A	(447)
6044	Comp/Copier /Printer Srvcs/MaintAgr	84,648	23,529	105,780	22.2%	82,251
6045	Comp/Copier/Printer Supplies/Upgra	9,145	3,594	5,000	71.9%	1,406
6048	Security & Safety	252	126	0	N/A	(126)
6050	Office Supplies	15,070	2,383	15,500	15.4%	13,117
6051	Postage & Shipping	3,138	1,476	4,850	30.4%	3,374
6052	Bank Charges	1,327	1,547	4,000	38.7%	2,453
6053	Printing/Forms	1,322	48	1,365	3.5%	1,317
6054	Dues, Publications & Books	14,010	954	18,000	5.3%	17,046
6055	Government Fees and Licenses	35,326	27,332	34,500	79.2%	7,168
6058	Cash (Over) Short	69	(24)	0	N/A	24
6060C	Utilities Cell Phone	5,354	1,123	5,300	21.2%	4,177
6060E	Utilities Electricity	8,329	1,367	7,540	18.1%	6,173
6060G	Utilities Gas	510	0	660	0.0%	660
6060I	Utilities Internet Access	10,352	2,203	7,920	27.8%	5,717
6060P	Utilities Phones, Faxes, Alarms	6,380	793	7,880	10.1%	7,087
6060S	Utilities Sewer	352	61	255	23.9%	194
6060W	Utilities Water	160	28	260	10.8%	232
6070	Equipment Rental	376	125	500	25.0%	375
6075	Rental Expense Office Space	41,177	10,294	35,172	29.3%	24,878
6080A	Prof Services - Audit	8,250	0	8,250	0.0%	8,250
6080F	Prof Services - Finance	1,725	0	0	N/A	0
6080K	Prof Services-District Counsel	175,574	60,417	110,000	54.9%	49,583
6080L	Prof Services-Legal	94,595	24,656	35,000	70.4%	10,344
6080M	Prof Services - Misc/Other	11,528	14,775	11,500	128.5%	(3,275)
6080T	Professional Services - Temporary	22,263	18,648	15,000	124.3%	(3,648)
6086	Outside Non-Professional Services	31,411	5,876	18,000	32.6%	12,124
6090	Department Operating Supplies	2,275	7	2,000	0.4%	1,993
6094	Clothing and Uniform	0	19	0	N/A	(19)
6095	Office Furniture/Equipment	841	915	0	N/A	(915)
6115	Meeting Expenses	7,946	1,578	5,000	31.6%	3,422
6120D	Travel, Training, Seminars-Directors	3,660	167	5,000	3.3%	4,833
6120E	Travel, Training, Seminars-Employee	14,122	2,688	15,000	17.9%	12,312
6120G	Training - LCW	0	0	4,500	0.0%	4,500
6124	Employee Recognition	222	0	0	N/A	0
6125	Employee Recruitment	5,241	2,420	5,440	44.5%	3,020
TOTAL SUPPLIES & SERVICES		719,808	328,006	615,172	53.3%	287,166

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
GENERAL FUND (01), ADMINISTRATION DEPARTMENT (09)
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

A/C NO.	DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
REVENUE						
4001	Franchise Fees	0	16,727	85,000	19.7%	68,273
4013	Vacation Rental Registration Fee	756	162	600	27.0%	438
4126	Mandated Cost	0	0	0	N/A	0
4200	Interest Income	18,853	668	14,500	4.6%	13,832
4310	Property Tax--All	0	0	0	N/A	0
4311	County Administrative Fee	0	0	0	N/A	0
4385	Radio Vault Rent	2,400	0	2,400	0.0%	2,400
4389	Public Records Request	73	6	600	1.0%	594
4390	Miscellaneous Revenue	1,344	474	1,500	31.6%	1,026
	TOTAL REVENUE	23,426	18,037	104,600	17.2%	86,563
OTHER SOURCES OF FUNDS						
	Allocated Administration Overhead	1,843,961	464,135	1,859,359	25.0%	1,859,359
	TOTAL SOURCES OF FUNDS	1,867,387	482,172	1,963,959	24.6%	1,945,922
SALARY & WAGES						
5000	Salary & Wages	712,834	140,713	711,227	19.8%	570,514
5010	Overtime	13,704	4,493	20,000	22.5%	15,507
5030	Directors' Pay	31,800	5,200	30,000	17.3%	24,800
5040	Sick/Vacation Pay	57,273	6,959	0	N/A	(6,959)
5050	Holiday Pay	36,165	6,307	0	N/A	(6,307)
	Sub-Total Salaries/Wages	851,776	163,672	761,227	21.5%	597,555
BENEFITS						
5102	Dental Insurance	8,597	1,952	10,378	18.8%	8,426
5103	Medical Insurance	96,490	17,483	103,786	16.8%	86,303
5105	Life Insurance	673	114	700	16.3%	586
5106	FICA	46,524	9,313	43,701	21.3%	34,388
5107	Medicare	12,364	2,377	11,306	21.0%	8,929
5108	Workers Compensation	4,912	939	6,109	15.4%	5,170
5109	PERS - Retirement	144,902	34,735	162,088	21.4%	127,353
5110	PERS - GASB 68	0	2,100	0	N/A	(2,100)
5111	Payroll Tax Expense	0	7	0	N/A	(7)
5120	Other Employee Benefits	18,843	3,455	18,523	18.7%	15,068
5121	Retirees Health	68,188	17,357	72,211	24.0%	54,854
5122	Medical Reimbursements - HRA	13,060	2,576	9,800	26.3%	7,224
	Sub-Total Benefits	414,553	92,408	438,602	21.1%	346,194
	TOTAL PERSONNEL SERVICES	1,266,329	256,080	1,199,829	21.3%	943,749

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
GENERAL FUND (01), FACILITIES & RESOURCES DEPARTMENT (02)
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

A/C NO.	DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
6040	M & R- Equipment	350	0	700	0.0%	700
6041L	Maintenance & Repairs - Vehicles Lic	3,395	1,487	3,500	42.5%	2,013
6041N	Maint. & Repairs - Vehicles Non-Lic	2,264	462	2,500	18.5%	2,038
6045	Computer/Copier/Printer Supplies/Ma	0	0	500	0.0%	500
6050	Office Supplies	0	0	500	0.0%	500
6053	Printing/Forms	93	0	0	N/A	0
6055	Government Fees & Licenses	135	150	300	50.0%	150
6060C	Utilities - Cell Phone	662	133	788	16.9%	655
6060E	Utilities - Electricity	20,423	5,752	23,796	24.2%	18,044
6060G	Utilities - Gas	1,466	197	1,577	12.5%	1,380
6060I	Utilities - Internet	4,443	914	6,692	13.7%	5,778
6060P	Utilities - Phone-Land Lines, Faxes, /	1,294	205	504	40.7%	299
6060S	Utilities - Sewer	2,535	908	3,052	29.8%	2,144
6060W	Utilities - Water	4,019	524	4,880	10.7%	4,356
6070	Equipment Rental	165	0	0	N/A	0
6080K	Professional Services - District Coun:	855	0	4,000	0.0%	4,000
6080M	Professional Services - Misc./Other	6,482	753	4,000	18.8%	3,247
6090	Department Operating Supplies	11,956	1,537	14,000	11.0%	12,463
6093	Small Tools and Equipment	4,920	1,595	6,000	26.6%	4,405
6094	Clothing and Uniform	490	0	1,200	0.0%	1,200
6096	Fuel - Gas and Diesel	6,691	7,389	5,000	147.8%	(2,389)
6115	Meeting Expenses	313	0	0	N/A	0
6125	Employee Recruitment	465	0	0	N/A	0
	Total Services & Supplies	162,791	39,748	180,989	22.0%	141,241
	CAPITAL OUTLAY					
6170	Fats, Oil, Grease Enforcer (Vet's)	9,154	0	0	N/A	0
6172	Toro Dingo TX 1000	0	18,500	0	N/A	(18,500)
	Total Capital Outlay	9,154	18,500	0	N/A	(18,500)
	DEBT SERVICE					
	Budget Excess	0	0	3,298	0.0%	3,298
2513	Loan Principal-John Deere	6,270	522	522	100.0%	0
2516	Loan Principal-Ford Motor	6,352	1,648	6,740	24.5%	5,092
2518	Loan Principal-Western Fin (Toro)	0	0	2,265	0.0%	2,265
6180H	Interest Expense-Ford Motor	1,293	264	905	29.2%	641
6180H	Interest Expense-Western Fin	0	0	455	0.0%	455
	Total Debt Service	13,915	2,434	14,185	17.2%	11,751
	ADMINISTRATIVE COST ALLOCATION					
6200	Allocated Overhead	102,298	28,131	112,522	25.0%	84,392
	TOTAL USES OF FUNDS	654,435	170,171	680,180	25.0%	510,010
	SURPLUS/(DEFICIT)	(29,864)	(143,202)	0		143,202

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
GENERAL FUND (01), FACILITIES & RESOURCES DEPARTMENT (02)
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

A/C NO.	DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
REVENUE						
4310	Property Tax	598,132	1,262	653,330	0.2%	652,068
4311	County Administrative Fee	(1,691)	0	(2,000)	0.0%	(2,000)
4362	Insurance-Reimbursement	0	0	0	N/A	0
4500	Veterans Hal Rental Fees	24,930	7,007	25,000	28.0%	17,993
4525	Vets Hall Rents- Private Parties	0	0	250	0.0%	250
4560	Rent Banner Poles	100	100	600	16.7%	500
4570	Rent-Ranch Events	100	100	0	N/A	(100)
4610	Grants/Misc. Revenue	0	0	0	N/A	0
4619	Land Conservancy	3,000	0	3,000	0.0%	3,000
	TOTAL REVENUE	624,571	8,469	680,180	1.2%	671,711
OTHER SOURCES OF FUNDS						
	Loan Proceeds	0	18,500	0	N/A	(18,500)
	TOTAL SOURCES OF FUNDS	624,571	26,969	680,180	4.0%	653,211
SALARY & WAGES						
5000	Salary & Wages	186,667	42,041	209,410	20.1%	167,369
5010	Overtime	9,461	2,441	6,000	40.7%	3,559
5040	Sick/Vacation Pay	14,586	858	0	N/A	(858)
5050	Holiday Pay	10,152	641	0	N/A	(641)
	Sub-Total Salaries/Wages	220,866	45,981	215,410	21.3%	169,429
BENEFITS						
5101	Uniform Allowance	725	1,200	1,200	100.0%	0
5102	Dental Insurance	5,387	1,258	5,550	22.7%	4,292
5103	Medical Insurance	49,114	10,737	47,790	22.5%	37,053
5105	Life Insurance	298	67	300	22.3%	233
5106	FICA	13,245	2,822	12,735	22.2%	9,913
5107	Medicare	3,097	660	3,179	20.8%	2,519
5108	Workers Compensation	7,009	1,772	12,073	14.7%	10,301
5109	PERS - Retirement	38,504	10,038	46,497	21.6%	36,459
5120	Other Employee Benefits	2,650	550	2,600	21.2%	2,050
5121	Retirees Health	20,207	5,148	21,250	24.2%	16,102
5122	Medical Reimbursements - HRA	5,175	1,125	3,900	28.8%	2,775
	Sub-Total Benefits	145,411	35,377	157,074	22.5%	121,697
	TOTAL PERSONNEL SERVICES	366,277	81,358	372,484	21.8%	291,126
SERVICES & SUPPLIES						
6014	Public Events	73	0	0	N/A	0
6033B	Maintenance & Repairs - Buildings	7,258	440	12,000	3.7%	11,560
6033G	Maintenance & Repairs - Grounds	22,354	1,200	20,500	5.9%	19,300
6033L	M & R - Street Lights	1,941	120	3,000	4.0%	2,880
6033R	M & R - Ranch	49,897	11,241	50,000	22.5%	38,759
6033V	M & R- Vet's Hall	7,852	4,741	12,000	39.5%	7,259

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
GENERAL FUND (01), FIRE DEPARTMENT (01)
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

A/C NO.	DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
CAPITAL OUTLAY						
6170	Capital Asset-Install Radio in 5792	7,642	0	0	N/A	0
6170	Chief/Command Pickup (5 Year Leas	39,132	0	0	N/A	0
6170	USAR Equipment (Urban Search & F	0	0	3,400	0.0%	3,400
6170	Image Trend Elite Project Managemen	0	0	12,000	0.0%	12,000
6170	Zoll X Series EKG	0	0	40,000	0.0%	40,000
6170	Command Vehicle Buildup	0	0	31,000	0.0%	31,000
	Total Capital Outlay	<u>46,774</u>	<u>0</u>	<u>86,400</u>		<u>86,400</u>
DEBT SERVICE						
6180H	Principal on Fire Engine lease/Purcha	118,749	0	121,455	0.0%	121,455
6180H	Interest on Fire Engine Lease/Purcha	14,949	0	11,919	0.0%	11,919
	Total Debt Service	<u>133,698</u>	<u>0</u>	<u>133,374</u>	0.0%	<u>133,374</u>
ADMINISTRATIVE COST ALLOCATION						
6200	Allocated Overhead	<u>321,704</u>	<u>87,824</u>	<u>351,294</u>	25.0%	<u>263,471</u>
	TOTAL USES OF FUNDS	<u>2,393,353</u>	<u>494,103</u>	<u>2,286,482</u>	21.6%	<u>1,792,379</u>
	SURPLUS/(DEFICIT)	<u>(252,607)</u>	<u>(487,238)</u>	<u>(62,023)</u>		<u>425,215</u>

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
GENERAL FUND (01), FIRE DEPARTMENT (01)
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

A/C NO.	DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
	SERVICES & SUPPLIES					
6010	Ads-Legal/Other	292	257	0	N/A	(257)
6011I	Public Information	218	0	0	N/A	0
6014	Public Events	377	0	0	N/A	0
6031F	M&R Water Dept -Fire Hydrant	572	0	1,000	0.0%	1,000
6033B	M&R Buildings	7,575	1,507	5,000	30.1%	3,493
6033G	M&R- Grounds	0	0	2,000	0.0%	2,000
6040	M&R Equipment	2,851	1,128	1,500	75.2%	372
6041L	M&R Vehicles – Licensed	28,517	1,316	25,000	5.3%	23,684
6044	Comp/Copier /Printer/Maint/Agree	1,980	1,824	2,000	91.2%	176
6045	Computer/Copier/Printer Supplies	1,092	0	0	N/A	0
6048	Security and Safety	485	0	1,200	0.0%	1,200
6048E	Safety - Medical	150	0	0	N/A	0
6050	Office Supplies	2,610	940	2,000	47.0%	1,060
6051	Printing & Shipping	827	0	0	N/A	0
6052	Bank Charges	11	0	0	N/A	0
6053	Printing/Forms	912	78	3,000	2.6%	2,922
6054	Dues , Publications & Books	6,236	2,579	6,000	43.0%	3,421
6055	Government Fees and Licenses	43,137	44,993	47,000	95.7%	2,007
6060C	Utilities Cell Phone	2,834	609	3,000	20.3%	2,391
6060E	Utilities Electricity	7,427	1,929	8,925	21.6%	6,996
6060G	Utilities Gas	2,169	168	2,230	7.5%	2,062
6060I	Utilities Internet Access	1,263	339	2,730	12.4%	2,391
6060P	Utilities Phone-Land Lines, Faxes, Al	4,251	1,122	4,700	23.9%	3,578
6060S	Utilities Sewer	1,143	198	1,325	14.9%	1,127
6060W	Utilities Water	1,797	312	2,130	14.6%	1,818
6080K	Prof Services-District Counsel	1,169		9,000	0.0%	9,000
6080M	Prof Services-Miscellaneous/Other	3,994	150	5,000	3.0%	4,850
6089	Emergency Medical Supplies	4,956	2,095	6,500	32.2%	4,405
6090	Department Operating Supplies	17,701	5,982	15,000	39.9%	9,018
6093	Small Tools and Equipment	266	0	2,500	0.0%	2,500
6094	Clothing and Uniform	2,236	0	8,750	0.0%	8,750
6095	Office Furnishings & Equipment	919	0	0	N/A	0
6096	Fuel -Gas and Diesel	18,227	7,386	20,000	36.9%	12,614
6098	OTS Grant	12	0	0	N/A	0
6115	Meeting Expense	552	32	0	N/A	-32
6120A	Employee ALS Cert/Recruit Training	835	185	3,500	5.3%	3,315
6120E	Travel, Training, Seminars-Employee	25,429	1,246	32,500	3.8%	31,254
6124	Employee Recognition	311	0	300	0.0%	300
6125	Employee Recruitment	5,392	0	0	N/A	0
6220A	Fire Dept - Aware/Eductn/CERT/Vol I	1,626	0	6,000	0.0%	6,000
6220B	Fire Dept -SC BA Brthg Aprts/Resptr	535	0	2,000	0.0%	2,000
6220D	Fire Dept Disaster Preparedness	5,495	0	7,000	0.0%	7,000
6220E	Fire Dept -EOC Upgrade	545	0	0	N/A	0
6220F	Fire Dept Fr Haz Defensible Spc/Chiq	0	0	15,000	0.0%	15,000
6220P	Personal Protective Equipment	57,965	1,231	10,000	12.3%	8,769
6220R	FHRP Contract	15,405	1,592	0	N/A	(1,592)
6220S	Fire Dept - Surf Rescue/NCOR Progr	2,403	0	6,000	0.0%	6,000
	Total Services & Supplies	284,699	79,198	269,790	29.4%	190,592

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
GENERAL FUND (01), FIRE DEPARTMENT (01)
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

A/C NO.	DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
REVENUE						
4127	Reimbursements to Fire Depart.	26,756	0	0	N/A	0
4200	Interest Income	0	0	110	0.0%	110
4310	Property Tax	1,603,280	3,383	1,751,349	0.2%	1,747,966
4311	County Administrative Fee	(16,649)	0	(17,000)	0.0%	(17,000)
4335	Assessment-Fire	438,506	186	457,000	0.0%	456,814
4370	Weed Abatement	6,388	0	18,000	0.0%	18,000
4373	Inspection Fee Revenue	12,524	3,296	14,500	22.7%	11,204
4390	Miscellaneous Revenue	10,113	0	500	0.0%	500
4610	Grants Revenue: SAFER	59,828	0	0	N/A	0
	TOTAL REVENUE	2,140,746	6,865	2,224,459	0.3%	2,217,594
SALARY & WAGES						
5000	Salary & Wages	697,414	122,416	671,189	18.2%	548,773
5010	Overtime	166,998	40,173	128,000	31.4%	87,827
5020	Standby	5,985	1,170	5,000	23.4%	3,830
5031	Reserve Firefighter Pay	101,501	24,524	110,000	22.3%	85,476
5040	Sick/Vacation Pay	67,868	18,606	0	N/A	(18,606)
5050	Holiday Pay	37,588	0	0	N/A	0
	Sub-Total Salaries/Wages	1,077,354	206,889	914,189	22.6%	707,300
BENEFITS						
5101	Uniform Allowance	1,625	2,500	2,500	100.0%	0
5102	Dental Insurance	14,236	2,685	14,268	18.8%	11,583
5103	Medical Insurance	132,959	27,480	131,783	20.9%	104,303
5105	Life Insurance	869	143	900	15.9%	757
5106	FICA	63,682	12,701	52,510	24.2%	39,809
5107	Medicare	15,315	2,970	13,330	22.3%	10,360
5108	Workers Compensation	31,461	6,708	47,815	14.0%	41,107
5109	PERS - Retirement	201,915	49,536	204,631	24.2%	155,095
5120	Other Employee Benefits	850	550	2,600	21.2%	2,050
5121	Retirees Health	49,037	11,494	51,998	22.1%	40,504
5122	Medical Reimbursements - HRA	17,175	3,425	9,100	37.6%	5,675
	Sub-Total Benefits	529,124	120,192	531,435	22.6%	411,243
	Total Personnel Services	1,606,478	327,081	1,445,624	22.6%	1,118,543

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
GENERAL FUND (01), ALL DEPARTMENTS
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
SERVICES & SUPPLIES					
Fire Department	284,699	79,198	269,790	29.4%	190,592
Facilities and Resources	162,791	39,748	180,989	22.0%	141,241
Administration	719,808	328,006	615,172	53.3%	287,166
Parks, Recreation and Open Space	10,163	1,420	21,000	6.8%	19,580
Total Services & Supplies	1,177,461	448,372	1,086,951	41.3%	638,579
CAPITAL OUTLAY					
Fire Department	46,774	0	86,400	0.0%	86,400
Facilities and Resources	9,154	18,500	0	N/A	(18,500)
Administration	45,282	8,075	44,358	18.2%	36,283
Parks, Recreation and Open Space	341,626	0	0	N/A	0
Total Capital Outlay	442,836	26,575	130,758	20.3%	104,183
DEBT SERVICE					
Fire Department	133,698	0	133,374	0.0%	133,374
Facilities and Resources	13,915	2,434	14,185	17.2%	11,751
Administration	5,004	0	0	N/A	0
Parks, Recreation and Open Space	0	0	0	N/A	0
Total Debt Service	152,617	2,434	147,559	1.6%	145,125
ADMINISTRATIVE COST ALLOCATION					
Fire Department	321,704	87,824	351,294	25.0%	263,471
Facilities and Resources	102,298	28,131	112,522	25.0%	84,392
Administration	0	0	0	N/A	0
Parks, Recreation and Open Space	49,513	6,257	25,026	25.0%	18,770
Total Administrative Cost Allocation	473,515	122,211	488,842	25.0%	366,632
TOTAL USES OF FUNDS	5,485,513	1,264,111	4,872,047	25.9%	3,607,936
SURPLUS/(DEFICIT)	(616,134)	(748,016)	42,577		809,093

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
GENERAL FUND (01), ALL DEPARTMENTS
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
REVENUE					
Fire Department	2,140,746	6,865	2,224,459	0.3%	2,217,594
Facilities and Resources	624,571	8,469	680,180	1.2%	671,711
Administration	23,426	18,037	104,600	17.2%	86,563
Parks, Recreation and Open Space	236,675	89	46,026	0.2%	45,937
TOTAL REVENUE	3,025,418	33,460	3,055,265	1.1%	3,021,805
OTHER SOURCES OF FUNDS					
Allocated Administration Overhead	1,843,961	464,135	1,859,359	25.0%	1,395,224
Loan Proceeds	0	18,500	0	N/A	(18,500)
TOTAL OTHER SOURCES OF FUNDS	1,843,961	482,635	1,859,359	26.0%	1,376,724
TOTAL SOURCES OF FUNDS	4,869,379	516,095	4,914,624	10.5%	4,417,029
SALARY & WAGES					
Fire Department	1,077,354	206,889	914,189	22.6%	707,300
Facilities and Resources	220,866	45,981	215,410	21.3%	169,429
Administration	851,776	163,672	761,227	21.5%	597,555
Parks, Recreation and Open Space	0	0	0	N/A	0
Sub-Total Salaries/Wages	2,149,996	416,542	1,890,826	22.0%	1,474,284
BENEFITS					
Fire Department	529,124	120,192	531,435	22.6%	411,243
Facilities and Resources	145,411	35,377	157,074	22.5%	121,697
Administration	414,553	92,408	438,602	21.1%	346,194
Parks, Recreation and Open Space	0	0	0	N/A	0
Sub-Total Benefits	1,089,088	247,977	1,127,111	22.0%	879,134
Total Personnel Services	3,239,084	664,519	3,017,937	22.0%	2,353,418

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
ALL FUNDS
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
SERVICES & SUPPLIES					
General Fund	1,177,461	448,372	1,086,951	41.3%	638,579
Water Fund	664,640	114,080	699,178	16.3%	585,098
Wastewater Fund	743,910	161,782	641,250	25.2%	479,468
Sustainable Water Facility Operations	660,026	33,702	130,825	25.8%	97,123
Sustainable Water Facility Capital	0	0	0	N/A	0
Total Services & Supplies	3,246,036	757,936	2,558,204	29.6%	1,800,268
CAPITAL OUTLAY					
General Fund	442,836	26,575	130,758	20.3%	104,183
Water Fund	0	68,726	321,700	21.4%	252,974
Wastewater Fund	117,278	43,025	209,509	20.5%	166,484
Sustainable Water Facility Operations	71,920	1,686	35,000	4.8%	33,314
Sustainable Water Facility Capital	0	5,320	175,000	3.0%	169,680
Total Capital Outlay	632,034	145,332	871,967	16.7%	726,635
DEBT SERVICE					
General Fund	152,617	2,434	147,559	1.6%	145,125
Water Fund	9,280	9,611	9,611	100.0%	0
Wastewater Fund	166,124	147,406	163,899	89.9%	16,493
Sustainable Water Facility Operations	659,426	329,712	659,424	50.0%	329,712
Sustainable Water Facility Capital	0	0	0	N/A	0
Total Debt Service	987,447	489,163	980,493	49.9%	491,330
ADMINISTRATIVE COST ALLOCATION					
General Fund	473,515	122,211	488,842	25.0%	366,632
Water Fund	909,348	136,158	544,631	25.0%	408,473
Wastewater Fund	461,098	117,829	471,314	25.0%	353,486
Sustainable Water Facility Operations	0	65,954	263,815	25.0%	197,861
Sustainable Water Facility Capital	0	21,985	87,938	25.0%	65,954
Total Administrative Cost Allocation	1,843,961	464,135	1,856,540	25.0%	1,392,405
TOTAL USES OF FUNDS	11,515,248	2,895,128	11,073,353	26.1%	8,178,225
SURPLUS/(DEFICIT)	(869,841)	(1,243,316)	(178,351)		1,064,965

**CAMBRIA COMMUNITY SERVICES DISTRICT
BUDGET REPORT
ALL FUNDS
FOR THE PERIOD OF JULY 1-SEPTEMBER 30, 2018**

DESCRIPTION	FY 17/18 ACTUAL	FY 18/19 AS OF 9/30/18	TOTAL FY 18/19 BUDGET	% OF BUDGET AS OF 9/30/18	REMAINING FY 18/19 BUDGET
REVENUE					
General Fund	3,025,418	33,460	3,055,265	1.1%	3,021,805
Water Fund	2,713,608	566,775	2,781,977	20.4%	2,215,202
Wastewater Fund	2,150,012	383,489	2,208,401	17.4%	1,824,912
Sustainable Water Facility Operations	912,408	185,453	914,000	20.3%	728,547
Sustainable Water Facility Capital	<u>0</u>	<u>0</u>	<u>0</u>	N/A	<u>0</u>
TOTAL REVENUE	<u>8,801,446</u>	<u>1,169,177</u>	<u>8,959,643</u>	13.0%	<u>7,790,466</u>
OTHER SOURCES OF FUNDS (EXCLUDING TRANSFERS)					
General Fund	1,843,961	482,635	1,859,359	26.0%	1,376,724
Water Fund	0	0	76,000	0.0%	76,000
Wastewater Fund	0	0	0	N/A	0
Sustainable Water Facility Operations	0	0	0	N/A	0
Sustainable Water Facility Capital	<u>0</u>	<u>0</u>	<u>0</u>	N/A	<u>0</u>
TOTAL OTHER SOURCES OF FUNDS	<u>1,843,961</u>	<u>482,635</u>	<u>1,935,359</u>	24.9%	<u>1,452,724</u>
TOTAL SOURCES OF FUNDS (EXCLUDING TRANSFERS)					
General Fund	4,869,379	516,095	4,914,624	10.5%	4,398,529
Water Fund	2,713,608	566,775	2,857,977	19.8%	2,291,202
Wastewater Fund	2,150,012	383,489	2,208,401	17.4%	1,824,912
Sustainable Water Facility Operations	912,408	185,453	914,000	20.3%	728,547
Sustainable Water Facility Capital	<u>0</u>	<u>0</u>	<u>0</u>	N/A	<u>0</u>
TOTAL SOURCES OF FUNDS	<u>10,645,407</u>	<u>1,651,812</u>	<u>10,895,002</u>	15.2%	<u>9,243,190</u>
SALARY & WAGES					
General Fund	2,149,996	416,542	1,890,826	22.0%	1,474,284
Water Fund	541,578	109,127	498,296	21.9%	389,169
Wastewater Fund	464,418	81,272	458,688	17.7%	377,416
Sustainable Water Facility Operations	6,439	32,752	174,134	18.8%	141,382
Sustainable Water Facility Capital	<u>0</u>	<u>0</u>	<u>0</u>	N/A	<u>0</u>
Sub-Total Salaries/Wages	<u>3,162,431</u>	<u>639,693</u>	<u>3,021,944</u>	21.2%	<u>2,382,251</u>
BENEFITS					
General Fund	1,089,088	247,977	1,127,111	22.0%	879,134
Water Fund	281,470	70,449	300,078	23.5%	229,629
Wastewater Fund	270,400	63,637	291,463	21.8%	227,826
Sustainable Water Facility Operations	2,381	16,806	65,553	25.6%	48,747
Sustainable Water Facility Capital	<u>0</u>	<u>0</u>	<u>0</u>	N/A	<u>0</u>
Sub-Total Benefits	<u>1,643,339</u>	<u>398,869</u>	<u>1,784,205</u>	22.4%	<u>1,385,336</u>
Total Personnel Services	<u>4,805,770</u>	<u>1,038,562</u>	<u>4,806,149</u>	21.6%	<u>3,767,587</u>