

Pursuant to Governor Newsom's Executive Order N-29-20, members of the Board of Directors and staff will participate in this meeting via a teleconference. Members of the public can submit written comments to the Board Secretary at boardcomment@cambriacsd.org.



CAMBRIA COMMUNITY SERVICES DISTRICT

Thursday, February 11, 2021 - 2:00 PM

AGENDA

REGULAR MEETING OF THE CAMBRIA COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

Please click the link below to join the webinar:

<https://zoom.us/j/92416057238?pwd=ZzNYT255L0RhamM2b0IzTXFDWUZKUT09>

Passcode: 081153

Or iPhone one-tap:

US: +16699006833,,92416057238# or +12532158782,,92416057238#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592

Webinar ID: 924 1605 7238

International numbers available: <https://zoom.us/u/abqfOSScWN>

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. COMMISSION REPORT

- A. PROS Chairman's Report

3. PUBLIC COMMENT

Members of the public may now address the Board on any item of interest within the jurisdiction of the Board but not on its agenda today. Future agenda items can be suggested at this time. 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.

4. CONSENT AGENDA

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

- A. Consideration of Adoption of a Resolution Amending the Board Bylaws

5. REGULAR BUSINESS

- A. Discussion and Consideration Regarding Adoption of CCSD Strategic Plan, and Board Goals and Objectives
- B. Discussion and Consideration of Adoption of Draft Policy on Grants

6. MANAGER REPORTS

- A. Public Comment: The President will be asking for Public Comment before the reports
- B. General Manager's Report
- C. Finance Manager's Report
- D. Utilities Report

7. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

- A. Public Comment: The President will be asking for Public Comment before the reports
- B. Finance Committee's Report
- C. Policy Committee's Report
- D. Resources and Infrastructure Committee's Report
- E. Other Liaison Reports and Ad Hoc Committee Reports

8. FUTURE AGENDA ITEM(S)

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

9. ADJOURN TO CLOSED SESSION

- A. Public Comment
- B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS Pursuant to Government Code 54956.8
Property: 2284 Center Street (APN: 013-264-021)
Agency Negotiators: John F. Weigold, IV, General Manager
Negotiating Party: Cambria Historical Society
Under Negotiation: Price and Terms of Payment
- C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION, pursuant to Government Code Section 54957(b)(2)
Title: General Manager

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **4.A.**

FROM: John F. Weigold IV, General Manager

Meeting Date: February 11, 2021

Subject: Consideration of Adoption of a
Resolution Amending the Board Bylaws

RECOMMENDATIONS:

It is recommended that the Board of Directors consider adoption of a Resolution amending the Board bylaws.

FISCAL IMPACT:

There is no fiscal impact associated with this item.

DISCUSSION:

At the January 21, 2021 regular meeting, the Board reviewed the Board of Directors Bylaws and considered the changes recommended by the Board Bylaws Ad Hoc Committee and District Counsel. The Board reached consensus on the recommended changes and directed staff to prepare the required Resolution amending the Bylaws for consideration at the first meeting in February. The attached Resolution implements those changes.

Attachment: Resolution 06-2021
Exhibit A to Resolution 06-2021 - Board of Directors Bylaws

**RESOLUTION NO. 06-2021
February 11, 2021**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMBRIA
COMMUNITY SERVICES DISTRICT AMENDING
THE CAMBRIA COMMUNITY SERVICES DISTRICT BYLAWS**

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

The Cambria Community Services District Bylaws attached hereto as Exhibit A and incorporated herein by this reference are hereby approved.

PASSED AND ADOPTED this 11th day of February, 2021.

Cindy Steidel, President
Board of Directors

APPROVED AS TO FORM:

Timothy J. Carmel
District Counsel

ATTEST:

Ossana Terterian
Board Secretary

CAMBRIA COMMUNITY SERVICES DISTRICT BYLAWS

1. OFFICERS OF THE BOARD OF DIRECTORS

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

2. MEETINGS

- 2.1 Regular meetings of the Board of Directors shall be on the second and third Thursday of each calendar month in the Veterans Memorial Hall, located at 1000 Main Street, Cambria, unless otherwise directed by the Board of Directors. The time for holding Regular meetings of the Board of Directors shall be established by resolution.
- 2.2 Reserved.
- 2.3 For regular meetings, a block of time shall be set aside to receive general public comment. Comments on items on the agenda should

be held until the appropriate item is called. Public comment shall be directed to the President of the Board and limited to three minutes unless extended or shortened at the President's discretion. During general public comment:

- (a) Board Members may briefly respond to statements or questions from the public; and
 - (b) Board Members may, on their initiative or in response to public questions, ask questions for clarification, provide references to staff or other resources for factual information, or request staff to report back at a subsequent meeting; and
- The President of the Board or a Board majority in open session may take action to direct staff to place a matter on a future agenda.

2.4 Meeting Length. The business at regular meetings of the Board of Directors, including any scheduled closed sessions, shall be conducted for no more than a three-hour period, unless extended by a four-fifths (4/5th) vote of the Board. In the event there are remaining items on the agenda at the end of the three-hour period, the Board may adjourn the meeting to a specific date and time in accordance with the provisions of Government Code Section 54955. The intent and purpose of this policy is to encourage a reasonable time period in which the Board of Director's business is discussed and to protect against fatigue in discussing and deciding important District issues.

3. AGENDAS

3.1 The General Manager, in cooperation with the Board President and Vice President, shall prepare an agenda for each regular and special meeting of the Board of Directors. An item placed on an agenda in this manner shall only be removed by the General Manager, in cooperation with the President and Vice President. Any Director's request to place an item on the agenda must be approved by the

Board President or a majority of the Board Members acting in open session.

- 3.2 Those items, which are considered to be of a routine and noncontroversial nature, are placed on the Consent Agenda. These items shall be approved, adopted, and accepted by one motion of the Board of Directors.
- (a) Board members may request any item listed under Consent Agenda be removed from the Consent Agenda, and the Board will take action separately on that item.
 - (b) A Board member may ask a minor question, for clarification, on any item on the Consent Agenda. The item may be briefly discussed for clarification and the questions will be addressed along with the rest of the Consent Agenda.
 - (c) When a Board member wishes to pull an item simply to register a dissenting vote, the Board member shall inform the presiding officer they wish to register a dissenting vote without discussion. These items will be handled along with the rest of the Consent Agenda, and the District Clerk will register a “no” vote in the minutes.

4. PREPARATION OF MINUTES

- 4.1 The minutes of the Board shall be kept by the District Clerk.
- 4.2 The District Clerk shall be required to make a record only of such business as was actually passed upon by a vote of the Board and, except as provided in Section 4.3 and 4.6 below, shall not be required to record any remarks of Board members or any other person.
- 4.3 Any Director may request for inclusion into the minutes brief comments pertinent to an agenda item, only at the meeting in which the item is discussed.

- 4.4 Written comments delivered to the Board at the meeting that were not contained in the Board Agenda Packet for review by the Board prior to the meeting shall be maintained as a separate public record.
- 4.5 The District Clerk shall attempt to record the names and general place of residence of persons addressing the Board and the title of the subject matter to which their remarks related.
- 4.6 Whenever the Board acts in a quasi-judicial proceeding, the District Clerk shall create a record of a summary of the testimony of the witnesses.

5. MEMBERS OF THE BOARD OF DIRECTORS

- 5.1 Information that is exchanged before meetings shall be distributed through the District Clerk, and all Directors will receive all information being distributed.
- 5.2 Directors shall at all times conduct themselves with courtesy to each other, to staff and to members of the audience present at Board meetings.
- 5.3 Individual Directors have the right to disagree with ideas or opinions, while being respectful. Once the Board of Directors takes action, Directors should not create barriers to the implementation of said action.
- 5.4 At the President's discretion District Counsel shall act as parliamentarian. The rules contained in the current edition of Rosenberg's Rules of Order (and Robert's Rules of Order 11th Edition for matters on which Rosenberg is silent) shall govern the Board of Directors in all cases to which they are applicable and in which they are not inconsistent with these bylaws, any special rules of order the Board may adopt and any statutes applicable to the CCSD that do not authorize the provisions of these bylaws to take precedence.

6. AUTHORITY OF DIRECTORS

- 6.1 The Board of Directors is the unit of authority within the CCSD. Apart from their normal function as a part of this unit, Directors have no individual authority. As individuals, Directors may not commit the CCSD to any policy, act or expenditure.
- 6.2 All members of the Board of Directors shall exercise their independent judgment on behalf of the interests of the entire district, including the residents, property owners, and the public as a whole. Directors do not represent any fractional segment of the community, but are rather a part of the body which represents and acts for the community as a whole.
- 6.3 The Board of Directors shall adopt policies for the operation of the district, including, but not limited to, administrative policies, fiscal policies, personnel policies, and the purchasing policies.
- 6.4 The primary responsibilities of the Board of Directors are:
 - a) The formulation and evaluation of policy.
 - b) Monitoring the CCSD's progress in attaining its goals and objectives.
 - c) Appointment, oversight and evaluation of a General Manager to handle all matters concerning the operational aspects of the CCSD.
 - d) Appointment, oversight and evaluation of a District Counsel to handle all matters concerning the legal aspects of the CCSD

7. DIRECTOR GUIDELINES

- 7.1 Board Members, by making a request of the General Manager, shall have access to information relative to the operation of the CCSD. If the General Manager cannot provide the requested information in a timely manner the General Manager shall inform the individual Board Member why the information is not or cannot be made available.
- 7.2 Individual Board Members should not involve themselves in the day-to-day operations of the District. Their primary role is to participate

in the process of establishing the District's policies and goals. The General Manager is responsible for implementing those policies and goals.

- 7.3 Personnel matters and other operational issues that may be of concern to individual Board Members should be addressed through the General Manager. Individual Board Members shall not involve themselves or interfere in personnel matters, to protect their impartiality when hearing an appeal of discipline, per the District's disciplinary and grievance process.
- 7.4 The General Manager shall take direction and instruction from the Board of Directors, as a body, when it is sitting in a duly convened meeting. Individual Board Members should refrain from giving orders or instruction to the General Manager or any subordinates of the General Manager.
- 7.5 When presented with questions or complaints from citizens or staff related to operational or personnel matters, Board Members should listen to the concerns expressed and either: (1) confer with the General Manager or District Counsel, as appropriate; or (2) refer the individual to the General Manager for resolution of their concerns.

8. DIRECTOR COMPENSATION

- 8.1 Directors may receive compensation of one hundred dollars (\$100.00) for each authorized day of service rendered as a Director.
- 8.2 The following are authorized meetings for which a Director may be compensated:
 - (a) Regular Board meetings.
 - (b) Special Board meetings.
 - (c) Standing Committee meetings of which the Director is a Committee member.
 - (d) Participation in a training program on a topic that is directly related to the District, provided that the Board of Directors has

previously approved the member's participation at a Board meeting and that the member delivers a written report to the Board regarding the member's participation at the next Board meeting following the training program.

- (e) Representation of the District at a public event, provided that the Board of Directors has previously approved the member's representation at a Board meeting and that the member delivers a written report to the Board regarding the member's representation at the next Board meeting following the public event.
- (f) Representation of the District at a public meeting or a public hearing conducted by another public agency, provided that the Board of Directors has previously approved the member's representation at a Board meeting and that the member delivers a written report to the Board regarding the member's representation at the next Board meeting following the public meeting or public hearing.
- (g) Representation of the District at a meeting of a public benefit nonprofit corporation on whose board the District has membership, provided that the Board of Directors has previously approved the member's representation at a Board meeting and that the member delivers a written report to the Board regarding the member's representation at the next Board meeting following the corporation's meeting.

- 8.3 Director compensation shall not exceed six days of service in any calendar month.
- 8.4 Director's compensation shall not exceed \$100.00 per day or \$600.00 per month.
- 8.5 Each Board Member is entitled to reimbursement for their travel, meals, lodging and other actual and necessary expenses incurred in

the performance of the duties required or authorized by the Board pursuant to Government Code Section 53232.2

- 8.6 Board Members shall provide brief reports on meetings attended at the expense of the District at the next regular Board meeting, as provided by Government Code Section 53232.3.

9. STANDING COMMITTEES

- 9.1 Standing committees are those that have continuing subject matter jurisdiction, regularly established meeting schedules and one director as chairperson. The General Manager may be an ex-officio member of all standing committees.

- 9.2 The following shall be the standing committees of the District:

- a) Finance
- b) Resources & Infrastructure
- c) Policy

- 9.3 Committee Rules

Members' terms, method of appointment along with detailed rules and procedures for committees are contained in the Committee Bylaws, a Board-approved set of guidelines and expectations for committees.

- 9.4 Meetings

- a) All committees shall comply with the provisions of the Ralph M. Brown Act concerning the calling of public meetings and the Board and committee bylaws.
- b) Summary notes for each committee meeting shall be forwarded to the CCSD Board of Directors as a public record. A recording of each meeting will be made available on the district's website.
- c) With the exception of the Board Member serving as Committee Chair, Board Members may attend meetings of the District's Standing Committees as observers only and shall not participate in such meetings.

10. AD HOC COMMITTEES

- 10.1 The President or a majority of the Board may create ad hoc committees consisting of two Board members in accordance with the provisions of the Brown Act from time to time with specific focus and duration as required. Ad hoc committees shall meet on an as needed basis.
- 10.2 The duties of the ad hoc committee shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

11. BOARD BYLAW REVIEW POLICY

- 11.1 Subject to 3.1 the Board Bylaws shall be reviewed annually at the first regular meeting in January and amendments to the Bylaws shall be considered for adoption by the Board at the first regular meeting in February.

12. COMPLIANCE WITH FEDERAL AND STATE LAW

- 12.1 If it is determined any of these Bylaws conflict with Federal or State rules or statutes, the Federal or State rules or statutes will apply.
- 12.2 These Bylaws are for the purpose of providing guidance to the Cambria Community Services District (CCSD) Board of Directors in the performance their duties.
- 12.3 These Bylaws are not intended to amend any laws governing the behavior of any individual Board Member in a private capacity. Each Director will comply with all Federal and State laws governing their conduct in the performance of their duties as Directors.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.A.**

FROM: Cindy Steidel, Board President

Meeting Date: February 11, 2021Subject: Discussion and Consideration
Regarding Adoption of CCSD Strategic
Plan, and Board Goals and Objectives

RECOMMENDATIONS:

Staff recommends that the Board of Directors discuss and consider the adoption of the proposed CCSD Strategic Plan, and the goals and objectives of the Board for 2021.

FISCAL IMPACT:

There is no fiscal impact associated with this item.

DISCUSSION:

The Board held a Special meeting on January 15th and 19th to develop a strategic plan, which included the development of goals for the next three years and underlying objectives to be largely accomplished over the next six months. Staff recommends that the Board adopt the CCSD Strategic Plan and the Board goals and objectives. The Board will review the progress of the goals and objectives monthly and will review and will hold a Strategic Plan update session in late June 2021 during a special meeting.

Staff recommends the Board review, discuss and consider adopting the CCSD Strategic Plan and the Board goals and objectives in the attachment for 2021.

Attachment: 2021 Strategic Plan and Board Goals and Objectives

C A M B R I A C O M M U N I T Y S E R V I C E S D I S T R I C T
S I X - M O N T H S T R A T E G I C O B J E C T I V E S

19 January 2021 – 1 July 2021

THREE-YEAR GOAL: INCREASE AND IMPROVE COMMUNICATION WITH THE PUBLIC						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the April 8, 2021 CCSD Board meeting	Deputy District Clerk – lead, CCSD Dir. Tom Gray, Vice Chair Policy Committee Gordon Heinrichs	Analyze the website for community accessibility to information important for them to know and report results to the Board and staff				
2. At the April 15, 2021 Board meeting	General Manager John Weigold IV, with input from the Policy Committee	Develop a social media policy and present to the Board				
3. April 15 2021	Deputy District Clerk - lead, General Manager John Weigold IV, Fire Chief William Hollingsworth, Facilities & Resources Manager Carlos Mendoza	Expand the existing format within the website for the public to communicate with staff and share with the Board and staff.				
4. FOR FUTURE CONSIDERATION		Develop a newsletter for the public that is distributed regularly and the process(es) for distributing it.				

THREE-YEAR GOAL: ACHIEVE AND SUSTAIN ADEQUATE FINANCIAL RESOURCES TO FULFILL THE MISSION						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. April 1, 2021	GM John Weigold IV and Finance Manager Pamela Duffield, co-leads, working with the Finance Committee	Identify underfunded, under-resourced and under-staffed services				
2. June 1, 2021	GM John Weigold IV and Finance Manager Pamela Duffield, co-leads, working with the Finance Committee	Identify funding resources and structural changes to meet unmet services needs				
3. July 1, 2021	GM John Weigold IV and Finance Manager Pamela Duffield	Complete the Tyler Financial System implementation				

THREE-YEAR GOAL: ACHIEVE A BALANCED POLICY FOR GROWTH AND RESOURCES						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the April 15, 2021 CCSD Board meeting	The Resources and Infrastructure Committee's ad hoc Committee on Water Conservation (CCSD Director Harry Farmer – lead)	Identify public water conservation measures and best practices and bring recommendations to the Board for sharing with the public.				
2. At the May 13, 2021 CCSD Board meeting	The Resources and Infrastructure Committee (former CCSD Director David Pierson – lead)	Identify additional sources of water and share the results with the Board.				

THREE-YEAR GOAL: DEVELOP AND IMPLEMENT A LONG-TERM INFRASTRUCTURE AND RESOURCES PLAN						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the April 12, 2021 Resources and Infrastructure Committee meeting	General Manager John Weigold IV – lead, Finance Director Pam Duffield and Utilities Manager Ray Dienzo	Update the short-term CIP (Capital Improvement Plan) and present it to the Resources and Infrastructure Committee for review.				
2. May 1, 2021	Utilities Manager Ray Dienzo and Finance Director Pam Duffield	Coordinate the conversion of Plan-It to Tyler Incode Asset Management Module for the purpose of asset management for ALL CCSD departments.				
3. At the June 14, 2021 Resources and Infrastructure Committee meeting	General Manager John Weigold IV – lead, Finance Director Pam Duffield and Utilities Manager Ray Dienzo	Update and extend the long-term CIP (Capital Improvement Plan) and present it to the Resources and Infrastructure Committee for review.				

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.B.**

FROM: John F. Weigold, IV, General Manager

Meeting Date: February 11, 2021

Subject: Discussion and Consideration of
Adoption of Draft Policy on Grants

RECOMMENDATIONS:

The Policy Committee recommends the Board of Directors review the draft policy on grants and discuss and consider adoption of the same.

FISCAL IMPACT:

There are no fiscal impacts identified with this action.

DISCUSSION:

The Policy Committee met on December 28, 2020 to review and discuss the attached draft policy on grants. The Committee approved forwarding the draft policy to the Board of Directors for consideration and recommends that the policy be adopted. Currently active District grant policies are attached for reference.

Attachments:

Policy 2170- Grants

CCSD Policy on Applying for Grants Adopted 11-19-2015

CCSD Policy on Applying for Grants for the SST Projects Included in the SST Program
Adopted 08-13-20

Policy 2170 - Grants

POLICY 2170 - GRANTS

This policy applies to grants affecting all CCSD projects, programs, and services except for grants for projects included in the SST Program.

2170.1 Purpose

2170.1.1 Grants are defined as contracts or agreements whereby the Cambria Community Services District ("CCSD") receives funding from an outside agency or organization to support a District project, program, or service, and for which the District has fiduciary oversight responsibility.

2170.1.2 It shall be the policy of the CCSD to identify and apply for grants that provide additional financial resources to the District to assist in carrying out its projects, programs, and services. This policy has been adopted by the CCSD Board of Directors to clarify responsibility and authority for applying for grants and to assure that all grants awarded to the CCSD have been thoroughly researched, are financially feasible for the District, and do not create unforeseen financial or other burdens.

2170.2 Applying for grants

2170.2.1 The General Manager shall inform the Board of Directors of all grant applications as soon as possible prior to submission. The Board of Directors shall have final approval of all grants awarded to the District, including any required resolutions and budget adjustments. The General Manager shall establish procedures to assure that the processing of grant applications is timely and effective, that the prospective grants directly support the purposes of the District, and that the terms of the grant can be implemented and managed in an efficient and effective manner.



CAMBRIA COMMUNITY SERVICES DISTRICT

P.O. Box 65 • Cambria, CA 93428 • Telephone: (805) 927-6223 • Fax: (805) 927-5584

TO: Interested Parties

DATE: November 19, 2015

SUBJECT: **POLICY: CCSD Policy on Applying for Grants**

PURPOSE:

Grants are defined as contracts or agreements whereby the Cambria Community Services District ("CCSD") receives funding from an outside agency to subsidize a District project or program, and for which the District has fiduciary oversight responsibility.

It shall be the policy of the CCSD to identify and apply for grants that provide additional financial resources to the District to assist in carrying out its projects and programs. This Policy has been adopted by the CCSD Board of Directors to clarify responsibility and authority for applying for grants and to provide that all grants awarded to the CCSD have been thoroughly researched, are financially feasible for the District and do not create unforeseen financial or other burdens.

POLICY:

When submitting requests for grant funding, it shall be the policy of the CCSD to solicit funds for projects or programs that are consistent with the goals of the District and to make sure that the nature of the grant is such that it can be administered in an efficient manner. Accordingly, the General Manager has sole responsibility for applying for external funding for projects and programs, subject to the provisions of this policy.

The General Manager or his or her designee has the sole authority to approve, through signature, the submission of grant applications, the acceptance of grant awards, and the execution of grant contracts and grant agreements, except for grants specifically requiring approval of the CCSD Board of Directors. All grant applications submitted by the General Manager shall be reported to the Board of Directors. Any grant that is proposed to be applied for that could have a significant financial impact on the CCSD, including those with matching requirements, must first be submitted to an appropriate subcommittee of the Board for review, and then to the Board of Directors for approval prior to submitting the application.

Grant applications often require the name and contact information for the "Project Administrator" or a similar title representing the senior authority for the CCSD. In these cases the name and requested information of the General Manager shall be provided.

Prior to application submission, all grant applications must be reviewed by the appropriate department head, who shall provide a report and recommendation regarding:

- 1.) Consistency with overall program goals of the District;
- 2.) Local match requirements and/or other budget impacts;
- 3.) Personnel requirements to implement objectives of the grant; and
- 4.) Identification of responsible staff for program and fiscal monitoring.

The General Manager shall also consult with the Finance Manager regarding any concerns relating to budget impacts, ability to meet funding matches and financial reporting requirements, and related matters.



CAMBRIA COMMUNITY SERVICES DISTRICT

P.O. Box 65 • Cambria, CA 93428 • Telephone: (805) 927-6223 • Fax: (805) 927-5584

TO: Interested Parties

DATE: August 13, 2020

SUBJECT: **POLICY: CCSD Policy on Applying for Grants for the SST Projects Included in the SST Program**

PURPOSE:

Grants are defined as contracts or agreements whereby the Cambria Community Services District ("CCSD") receives funding from an outside agency or organization to subsidize a District project or program, and for which the District has fiduciary oversight responsibility.

It shall be the policy of the CCSD to identify and apply for grants that provide additional financial resources to the District to assist in carrying out its projects and programs. This policy has been adopted by the CCSD Board of Directors to clarify responsibility and authority for applying for grants and to provide that all grants awarded to the CCSD have been thoroughly researched, are financially feasible for the District and do not create unforeseen financial or other burdens.

POLICY:

When submitting requests for grant funding for the SST Projects included in the SST Program, it shall be the policy of the CCSD to solicit funds for projects or programs that are consistent with the goals of the District and to make sure that the nature of the grant is such that it can be administered in an efficient manner. Accordingly, the General Manager has sole responsibility for applying for external funding for projects and programs, subject to the provisions of this policy.

As the General Manager has responsibility to execute within the approved budget, he or his or her designee has the sole authority to approve, through signature, the submission of grant applications, the acceptance of grant awards, and the execution of grant contracts and grant agreements, except for grants specifically requiring approval of the CCSD Board of Directors. All grant applications submitted by the General Manager shall be promptly reported to the Board of Directors. All grants with required matches above the General Manager's fiscal approval authority shall be approved, along with any required resolutions and budget adjustments, by the Board of Directors.

Grant applications often require the name and contact information for the "Project Administrator" or a similar title representing the senior authority for the CCSD. In these cases the name and requested information of the General Manager shall be provided.

Prior to application submission, all grant applications must be reviewed by the appropriate department head, who shall provide a report and recommendation regarding:

- 1.) Consistency with overall program goals of the District;
- 2.) Local match requirements and/or other budget impacts;
- 3.) Personnel requirements to implement objectives of the grant; and
- 4.) Identification of responsible staff for program and fiscal monitoring.

The General Manager shall also consult with the Finance Manager regarding any concerns relating to budget impacts, ability to meet funding matches and financial reporting requirements, and related matters.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.B.**

FROM: John F. Weigold, IV, General Manager

Meeting Date: February 11, 2021

Subject: General Manager's Report

GENERAL MANAGER:

The District continues its mission of providing water, wastewater treatment, emergency response, facilities, and administrative services. In addition to the daily operations of the CCSD, the following is an update on some of our current ongoing projects:

Homeless Encampments

Staff completed work on January 6-7, 2021 to dismantle the homeless encampment on Highway 1 across from the Veterans Hall with assistance from the SLO County Sheriff Coastal Commander's office. This was a two and a half month undertaking that culminated with a team effort comprised of the CCSD staff, led by Carlos Mendoza, SLO County Sheriff, and the SLO County Community Action Team (CAT) to enforce ordinances and ensure the safety of both the homeless and local residents.

Strategic Planning

The District completed its first strategic planning session in recent memory and will bring the goals and objectives to a final Board vote in an upcoming regular Board meeting.

Skatepark

Staff is working with District Counsel and the prospective skatepark designer to work out final contract issues prior to proceeding with the initial skatepark design.

COVID-19

Staff continues to operate according to County Health Department regulations. SLO County Health Department expects vaccine distribution for some CCSD staff as part of Phase IB, which includes initial frontline critical infrastructure workers, to begin in February or sooner. Planning is ongoing.

Grants

Staff continues to seek available grants through various local, State and federal agencies. We have one FEMA grant application that requires a District funding match on the consent agenda today for Board approval.

Veterans Hall

Staff continues to receive requests for the use of the Veterans Hall. All requests are reviewed by the General Manager based on the latest SLO Health Department guidance. If clarification is required we seek that information through the SLO County Emergency Operations Center.

Regulatory Compliance

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

HUMAN RESOURCES:

Reserve Firefighter Recruitment

The District has hired Reserve Firefighter Alex Rouffaer. Welcome, Alex!

COVID-19

There were no extraordinary actions taken by the General Manager this month related to the COVID-19 pandemic, as authorized by Resolutions 09-2020 and 52-2020.

INFORMATION TECHNOLOGY:

Nothing significant to report.

FACILITIES & RESOURCES:

Please refer to the attached presentation and photos.

Attachments:

Facilities & Resources Presentation

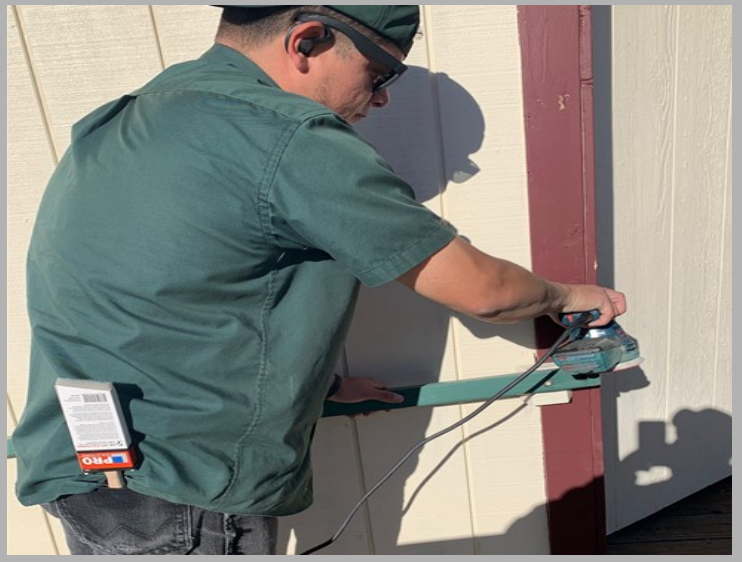
Public Record Requests and Responses

Facilities and Resources Manager Report



Veterans Hall

Staff continues to make improvements and repairs to the exterior of Vet's Hall. BBQ area was pressure washed and degreased. Loose paint along north wall was scraped/sanded off. Windows and trim were caulked. Walls, trim, doors, windows and deck railing were repainted.



Redwood trees in front of building were pruned. Branches overhanging the building were cut back. All material was chipped



Veterans Hall

During the November elections, social distance stickers and duck tape were placed on the floor causing damage to the finish. Staff is working with the County and a contractor to repair the damage.



- Staff cut back encroaching branches along Santa Rosa Creek Trail
- Some unauthorized trails created by users on Fiscalini Ranch have been closed off and signs posted
- Facilities Staff assisted the Waste Water Department chipping encroaching branches from the back of the plant



- Staff continues to remove dead and dangerous trees next to trails and homes
- Staff removed dead saplings from past tree planting events



CCSD is collaborating with Beautify Cambria to sand/refinish and replant the containers along Main St. Beautify Cambria was awarded a grant to hire a contractor to do the sanding and staining.

Containers brought to Facilities Shop



Containers sanded



Containers stained



- Clean up began on January 6th-9th
- 200 yards of trash was removed
- 16 yards of personal belongings packed and transported for storage
- Equipment used: 2 tractors, 5 trailers and one dump truck
- Agencies involved: Sherriff Department, County Services, Caltrans, CCSD, FFRP, Private Contractor



Among the items cleaned up at the camps: thousands of syringes, campfires, paints/stains, BBQ pits and propane tanks

SP-CP-Att-01







Public Record Requests and Responses

The District responded to five (5) Public Record Request since December 10, 2020 by the following citizens:

11/18/2020 Robert Reid 1) Public records request for any and all communications between Calif Coastal Commission (CCC commissioners and staff or consultants) and CCSD staff, board members, consultants pertaining to Settemi and Hadian Will Serve notices and/or project(s) in the last ninety days of this request. Thank you

On 11/30/2020, the CCSD responded to Robert Reid's 11/18/2020 Public Records Request with the following:

Enclosed are the documents which are responsive to your request. The District needs to review more files to determine if any additional responsive documents exist. A fourteen (14) day extension until December 14th, 2020 is needed to search our files. You will be notified if records have been identified and are available earlier.

On 12/14/2020, the CCSD responded to Robert Reid's 11/18/2020 Public Records Request with the following:

The District has found no other records which are responsive to your request.

12/07/20 Gregg Allen Berge 1) I am in receipt of your fee schedule and I sent you a formal response to determine what was the proper fee scheduled to determine if sewer is "available or unavailable" as required pursuant to section(s) 713.0-713.6 of the California Uniform Plumbing Code. The CCSD is the service provider for sewer for my three subject properties (APN Nos. 023-383-041, 024-262-036, and 024-182-043). I need this formal determination for two reasons:

1) To obtain an OWTS wastewater treatment solution if my properties are deemed not eligible or entitled to a sewer connection from the district. That would also apply to a separate water connections pursuant to the state plumbing code.

2) To determine if my properties are determined to be non-service islands within the jurisdictional boundary of the CCSD for a formal determination by San Luis Obispo County LAFCO.

Please provide the application fee needed to obtain these mandatory determinations under state law.

Please confirm receipt to the email address below.

On 12/17/2020, The CCSD responded to Gregg Allen Berge's Public Records Request with the following:

The District has provided you with all responsive documents related to the District Fees.

12/29/20 Michael Koster 1) Pursuant to provisions of section 1874, 1875 and 1875.8 of the California Insurance Code, insurance companies and fire or police departments can freely exchange information, notes, reports and photographs without civil or criminal penalty. As part of our investigation, we are requesting copies of any incident or arson investigation reports and photographs for the residential structure fire that occurred at 345 Warwick St., Cambria, CA 93428, on 12/24/2020.)

On 01/04/2021, the CCSD responded to Michael Koster's 12/29/20 Public Records Request with the following:

Enclosed is the following document which is responsive to your request:
Cambria Incident Report #2020017030_Redacted

12/29/20 Christine Heinrichs 1) In reviewing my records, I find that this PRR from 2019 never received a complete response. I requested All Codes and District Policy, as referenced in the previous meeting by GM Weigold and then-board president Pierson, on which the district is relying for all water meter transfers, assignments, Intent to Serve letters, transfer exchanges any and all transactions involving new or updated water service.

In response, I received several applications for construction and meter and water position transfers. My request was not for those documents, but for the Codes and policies on which the district is relying to approve these various water service accounts.

I renew my request for the codes and policies, the legal basis on which the district is relying for these approvals. Thank you, and Happy New Year.

On 01/04/2021, the CCSD responded to Christine Heinrichs' 12/29/20 Public Records Request with the following:

Enclosed is the District's response to you on December 2nd, 2019 and December 10th, 2019. As stated in those responses, the District's Municipal Code is located on our web site's carousel and available for review here:

https://library.municode.com/ca/cambria_community_services_district/codes/code_of_ordinances

01/06/21 Cheryl McDowell 1) Please supply the following complaint: Cambria Community Service District 20SCP-0088. Thank you Cheryl McDowell

On 01/07/2021, The CCSD responded to Cheryl McDowell's 01/06/21 Public Records Request with the following:

Enclosed is the following document which is responsive to your request:
Plaintiff's Claim and Order to go to Small Claims Court - Case#20SCP-0088

BOARD OF DIRECTORS' MEETING – JANUARY 21, 2021

FINANCE MANAGER'S REPORT

EXPENDITURE REPORT FOR THE MONTH OF DECEMBER 2020

The Expenditure Report for the month of December 2020 is being submitted to the CCSD Board of Directors in today's meeting (see Agenda Item 4.A.). The report includes a detailed listing and monthly sub-total for each Accounts Payable Vendor, and a summary of each department's monthly expenditures.

CCSD DIRECTOR MEETINGS & COMPENSATION FOR THE MONTH OF DECEMBER 2020

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

Director Name	Meeting Month	Number of	Amt Per	Total
Farmer, Harry		0	\$ 100.00	\$ -
Howell, Donn		0	\$ 100.00	\$ -
Pierson, David	Nov-20	5	\$ 100.00	\$ 500.00
Rice, Amanda		0	\$ 100.00	\$ -
Steidel, Cynthia	Nov-20	6	\$ 100.00	\$ 600.00
Dean, Karen		0	\$ 100.00	\$ -
Gray, Tom		0	\$ 100.00	\$ -
Total		11		\$ 1,100.00

AVAILABLE CASH BALANCES AS OF DECEMBER 2020

The total available cash is listed as follows:

Account Type	Balance
Main Checking	\$ 2,930,750.50
Money Market	\$ 1,237,105.08
Local Agency Investment Fund (LAIF)	\$ 1,358,365.96
Total	\$ 5,526,221.54

Available cash is defined as the balance in the Main Checking Account, less outstanding checks, plus Money Market Account, plus Local Agency Investment Fund (LAIF). The total available cash as of December 31, 2020 was \$5,526,221.54.

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

Account Type (Restricted)	Balance
Payroll	\$ 124,700.79
Veterans Hall	\$ 6,446.59
Health Reimbursement Account (HRA)	\$ 71,264.98
Total	\$ 202,412.36

At this time, the CCSD has adequate resources to meet its cash commitments. Staff will continue to be frugal in purchases, postpone non-critical purchases and carefully monitor their respective budget(s).

Staff submitted a reimbursement request for COVID-19 costs to FEMA. The next step in the process is for FEMA to determine if the costs submitted are eligible for reimbursement, which continues to be under review. Staff will report on the outcome as information becomes available.

NEW FINANCIAL SYSTEM UPGRADE - STATUS

Staff and the Tyler Ad-hoc Committee have continued routine conference calls with Tyler Technologies, in developing the next steps required for implementation. The data pull for the financial modules of payroll, accounts payable and the general ledger were completed on December 3rd and December 10th. This will allow Tyler staff to analyze the current financial module information, to plan for data conversion and system implementation. During the months of November-December, the development of the chart of accounts was completed. January and February will be very busy with the background configuration for the financial modules and training of Finance staff.

ANNUAL AUDIT – STATUS

Staff continues to work with the Auditor, as required for the FY 2018/2019 financial audit. The field work is complete, the draft financial statements have been prepared and the final audit statements are anticipated in late January to early February.

Utilities Report for January 2021

Department Activities for the Month of December 2020

Wastewater Treatment Plant (WWTP)

Still working under Covid-19 precautions.

The Regional Water Quality Control Board (RWQCB) has issued an order requiring all WWTPs with capacities over 100,000 gallons per day (gpd) and under 5,000,000 gpd to implement a PFAS sampling program. The first sample set of PFAS sampling has been shipped to Eurofins TestAmerica, a PFAS certified lab in northern California. The quoted cost for first year services is \$4,600 and the WWTP has spent just under \$1,200 to take these samples. The cost for this program will require offsets elsewhere to maintain a balanced budget, and will be included in future annual budgets.

The RWQCB has also issued a notice that the District will be enrolled in a new General Order for Wastewater Treatment Plants transitioning from our individual Waste Discharge Requirements Order No. 01-100. The RWQCB anticipates enrollment under the new order in late 2021 or early 2022. Before we enroll, the District will need to update the CCSD's Salt and Nutrient Management Plan (SNMP). The Program Manager and Admin Tech II will work with Wastewater Staff to complete this project internally, which should not result in any impact to the budget. The District Engineer will provide engineering support, and should there be any other supporting studies required, they will be included in the FY 2021/2022 budget. In addition to a SNMP, the WWTP Operations, Maintenance and Monitoring Plan (OMMP) will need to be updated to include the upgraded treatment process and the planned flow equalization system—part of the PG&E SST program.

Also in December, a line repair was completed at the plant. Staff was able to use the Vector truck to do



some of the work, but most of the digging was completed by hand. Due to the awkward location and uneven terrain, this job consumed a lot of staff time. We were able to complete the repair for less than \$1,000, not including staff time. This project had been bid at \$42,000 by an outside contractor.

Figure A - Line Repair at WWTP

Collection System

The Vactor vendor was out to perform their annual service inspection on the Vactor truck. The truck is in great condition and ready for continued operation in 2021. With our new collection system workers onboard this year, staff was able to clean 20% of the entire CCSD collection system.

The use of the sewer camera has proven to be well worth the investment. Staff has identified several lines with root intrusion that would have eventually led to a Sanitary Sewer Overflow (SSO). These areas of concern have been cleaned and mapped with GIS.



Figure B - Vactor Truck Mid-Checkup

Water Department



Figure C - A 2" steel line was the source of water loss in December

In December, Water Staff responded to a report stating water was surfacing on Randall and St. James. An emergency crew was dispatched to repair the large leak with flow in the 10-20 gallon per minute range. Upon excavation, staff identified that the source of the leak was a 2" steel distribution supply pipe. This line does not exist on any distribution "as built" drawings, systems maps, or GIS. Repairs were made and road repair was completed in the early afternoon. Staff is investigating the point of connection to our system. Once discovered, the old steel line connection will be abandoned to prevent future failures and water loss.

The last week of the month of December marked the final meter reading of the calendar year. Water staff is now manually reading over 800 meters per billing cycle. We are developing an RFP for replacement meters. Several approaches to

replacement/upgrade are being considered by staff and will be brought to the Resources & Infrastructure Committee for review and recommendation.

More late season leaks occurred during the week leading up to Christmas. A tree root caused damage to a service line prompted emergency response on Christmas Eve. Repairs were made on site and no interruption in service to any customers were experienced.



Figure D - Christmas Eve leak repair caused by root intrusion.

Water Department Activities and Tasks for December 2020

Activity	Total
Manual Meter Reads/Locates for Billing Purposes	830
Customer assists for high water usage on customer side of meter	6
Locking/Unlocking Water Meters	0
Meter Shut-Off/Turn-On at Owner's Request	3
Repairs of distribution system leaks	5
After-Hours System Alarm Responses	1
USA Locations	16
Water Service Line Information Requests	8
Service angle stop/ Valves Replaced	2
Hydrants/hydrant valves exercised	106 out of 359

December 31st signals the end of the water rights year. In 2020, the District diverted 50% and 65% of the annual San Simeon Creek and Santa Rosa Creek allocations, respectively, with 74% of total production coming from the San Simeon Creek aquifer. Because of minimal rainfall in the fall of 2020, Water Staff had to increase reliance on the Santa Rosa aquifer to avoid dropping water levels in the San Simeon Creek and lagoon. San Simeon Creek well levels are still trending below average (see attached charts). **Additional well level data and production summary reports are available on the District [website](#).**

Sustainable Water Facility

Staff continues bi-monthly recirculation of preservative to prevent biological growth in the Micro Filtrate (MF) media during extended shut-down. A thorough cleaning of the chemical dosing area in the MF train was performed. Each pump was run manually, and dosing lines were purged. Treated water was processed through each of the chemical dosing lines. A few of the schedule 80 plumbing fittings in the dosing area had cracked and were leaking during the cleaning/test period. The fittings were removed and replaced. Each dosing pump was disassembled, cleaned, reassembled, and tested. The sodium hypochlorite pump was not operating properly, so staff uninstalled it and sent it in for service.

Tech Talk Topic – What is GIS?

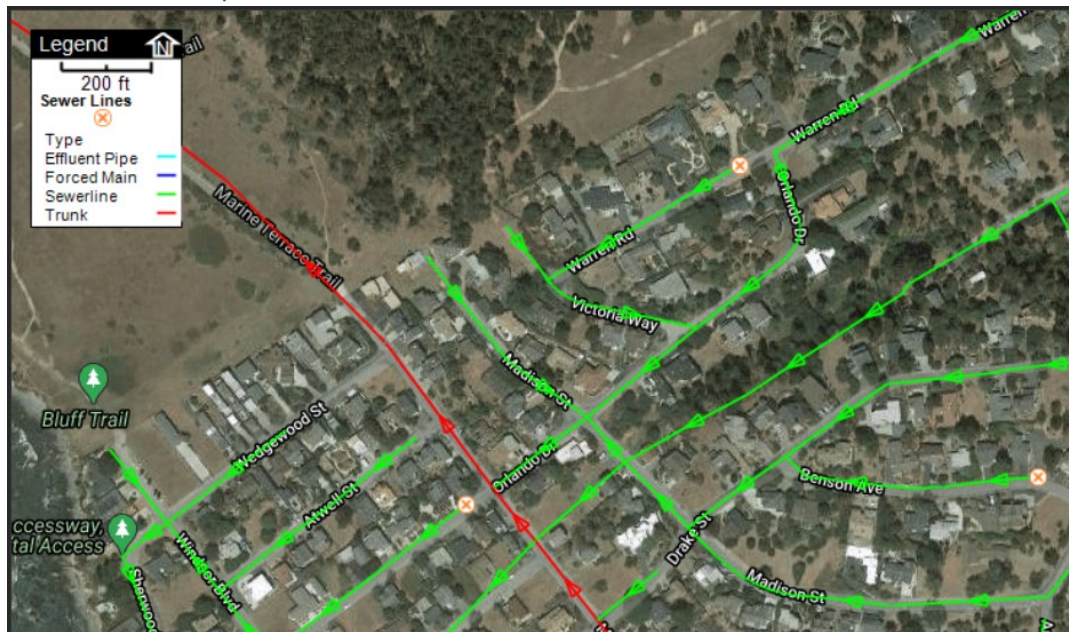


Figure E - Sample view of sewer line layer in GIS

Geographic Information Systems. GIS is a tool used to map assets such as water and sewer lines, fire hydrants, manholes, valves, pumps, and more. Each point in a GIS database provides information regarding the size, material, maintenance history, location notes, etc. and can be used to implement an Asset Management Program. The District has used GIS for several years and staff continues its innovation to incorporate its use within our programs and operations. The CCSD recently switched GIS platforms to Diamond Maps, a tool developed especially for water and sewer utilities. Some of the ways staff utilizes GIS is to map and detail activities related to water leak repairs, manhole inspections and maintenance, and lines jetted or repaired. The Utilities Department recently purchased four refurbished Samsung tablets to enable operators to access GIS in the field, update features in the system, and track daily activities. Diamond Maps also includes a Work Order feature which can be used to assign activities to individual operators, such as valve exercising or lift station maintenance. In addition, GIS can also be used to create maps which can be provided to contractors or other agencies to assist those parties in performing work on or near CCSD infrastructure. Maps can also be created to help the community, Board, and staff visualize other data relevant to the District, as discussed in the Conservation & Permits section below.



Figure F - Utilities staff using the new tablets to update GIS in the field

Conservation & Permits

December began with three days of training for the Program Manager and Admin Tech II. Each year, the California Water Efficiency Partnership hosts their Peer-to-Peer event, usually a three-day conference held in Anaheim. This year, the event was 100% online via Zoom. The virtual event was managed extremely well, with break-out sessions facilitated in such a way that still brought Water Use Efficiency professionals together in one “room” to discuss programming challenges, ideas, regulatory issues, and more. Program Manager Melissa Bland was asked to present on Maddaus Water Management’s panel along with water professionals from the City of Santa Barbara, East Bay Municipal Utility District (EBMUD), and Los Angeles Department of Water and Power (LADWP). Melissa’s presentation was on the struggles, successes, and surprises of Commercial, Institutional, and Industrial (CII) conservation programming. This was an excellent opportunity for CCSD staff to represent our District as a small urban water supplier among giants such as EBMUD and LADWP. Kudos to Melissa for representing the District well! The event ended with our Admin Tech II, Megan Gerseny, winning a Flume Smart Water System as part of a random drawing. Megan has since installed the system at her home in Paso and already utilized her real-time water use data to identify areas of inefficiency, particularly a washing machine that uses 50 gallons per cycle!

Staff continues to make significant progress in developing the Utilities Department's new GIS system through Diamond Maps. In addition to being useful for Water and Wastewater operations, GIS can also help visualize other CCSD programs and data, such as the below sample of a Wait List layer showing locations located on Park Hill.

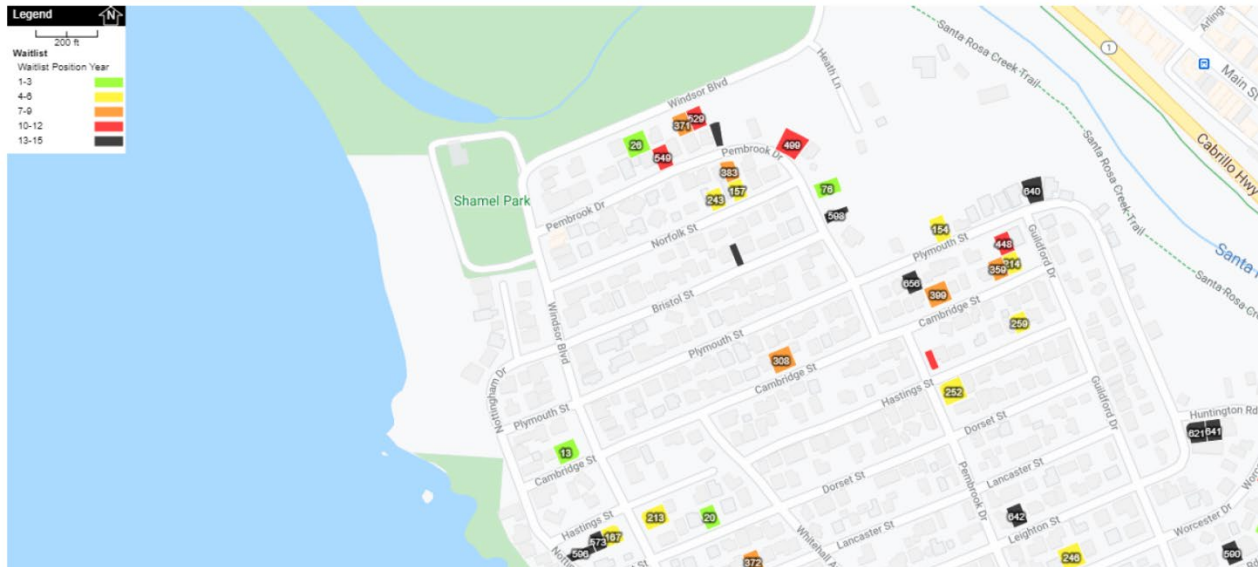


Figure G - Draft Waitlist Map in GIS

The locations are identified by number and color coded to represent, for example, the approximate wait time in years should the moratorium be lifted. A map like this can help Staff and the community visualize the impacts of future efforts, such as the Buildout Reduction Program.

Also in December, staff met with the Urban Water Management Plan (UWMP) consultant team for a progress check-in and to consider multiple options related to supply and demand projections. Staff met with Maddaus Water Management (MWM), the consultants who developed the 2013 Water Use Efficiency Plan and 2015 UWMP, to request assistance in reactivating their proprietary model for demand forecasting. The model will be populated and run by CCSD staff for incorporation into the UWMP. The model will also be used to assist staff in updating the Water Use Efficiency Plan, an effort which will cross into the coming fiscal year and require committee and Board engagement.

Assignments (30 to Date in 2020)

- APN 023.143.020 - SILVA TOB - (1658 BENSON)
- APN 023.142.028 - ROSTAM-KOLAYI TO SPEKTOR - (BENSON)
- APN 023.067.018 - SILVA TO BROWNHILL - (877 ARDATH)

Transfers (1 to Date in 2020)

- APN 023.411.007 TO 024.151.024 - ROTOLO TO MATTEONI

Voluntary Lot Mergers (4 to Date in 2020)

- APN 023.271.044, 043, 002 – ORTIZ/AREVALO (AMHERST)
- APN 023.088.027, 028 – SUHOVY (387 KERWIN)

Will Serves for Remodels, Active Service Transfers, & Grandfathers (41 to Date in 2020)

- APN 024.101.052 - 1801 BURTON- MASTER BATH ADDITION
- APN 024.011.032 - 1910 LANGTON - GARAGE/DECK/MUSIC ROOM ADDITION
- APN 023.095.003 - 2050 EMMONS - STAIR REMODEL
- APN 023.172.054 - 688 RANDALL - BED/BATH REMODEL & ADDITION

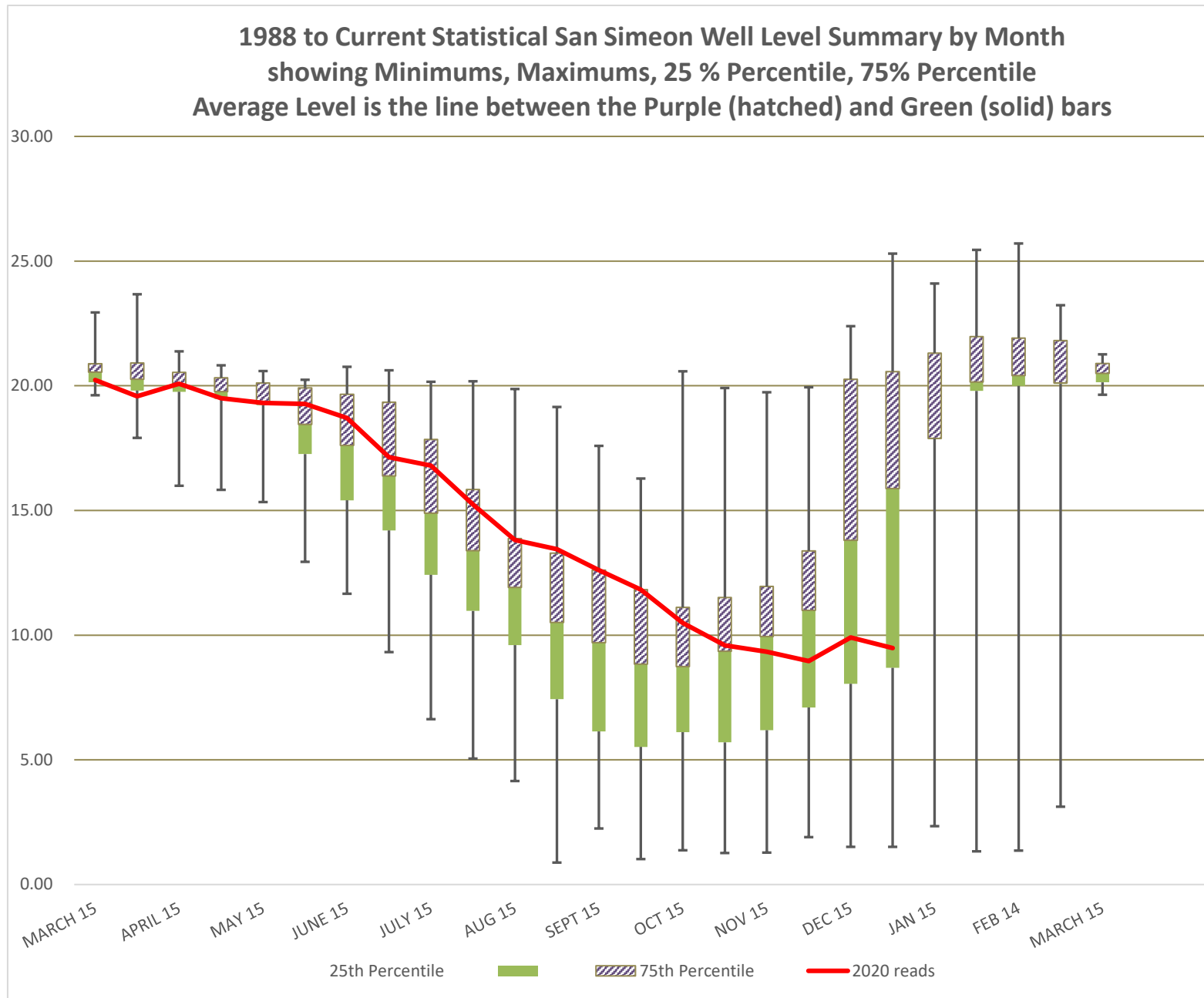
Retrofit Verifications (73 to Date in 2020)

- 2934 Leona
- 470 Exeter
- 2390 Leona
- 1424 Berwick

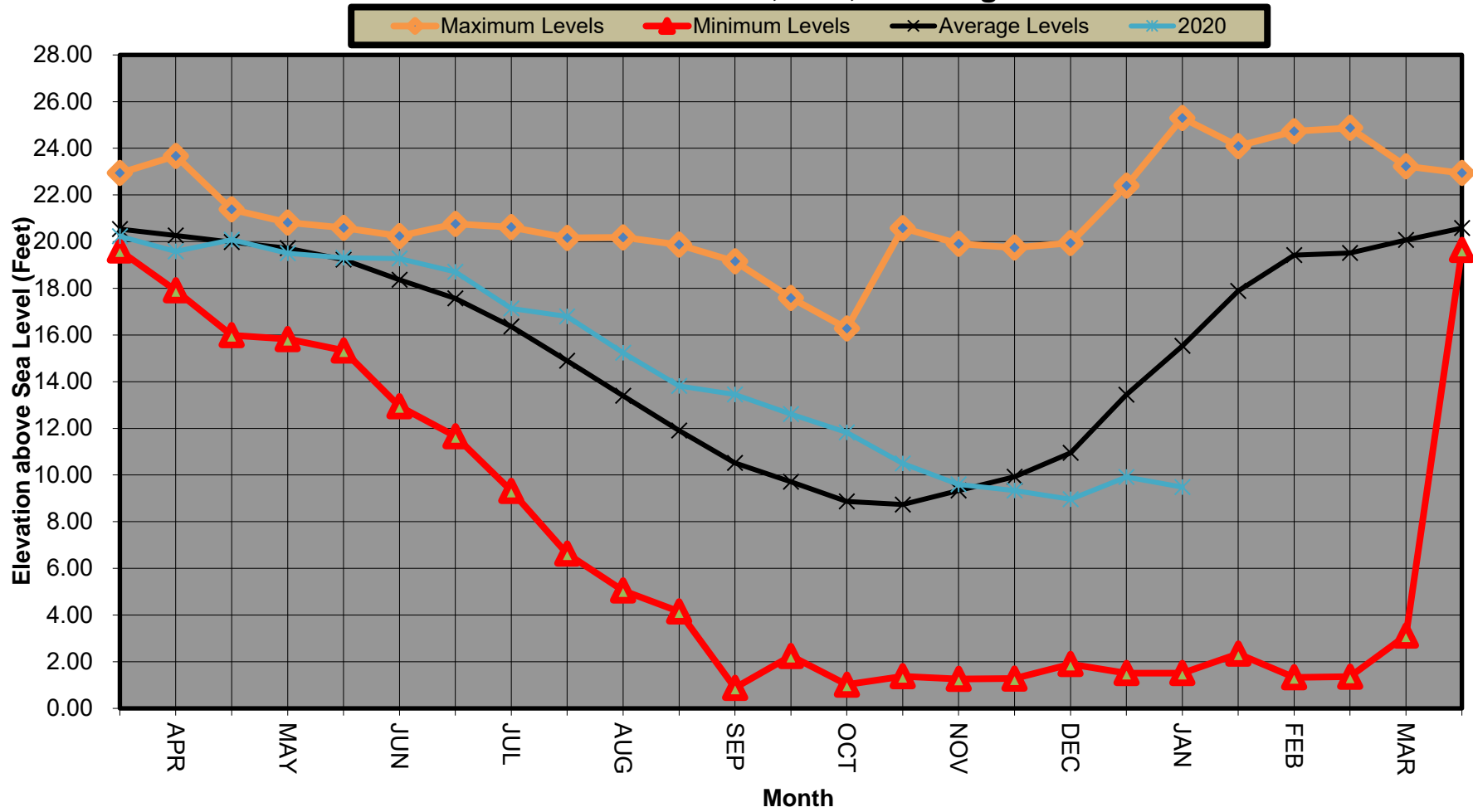
Water Line/Meter Replacement (4 to date in 2020)

Regulatory Reports Submitted

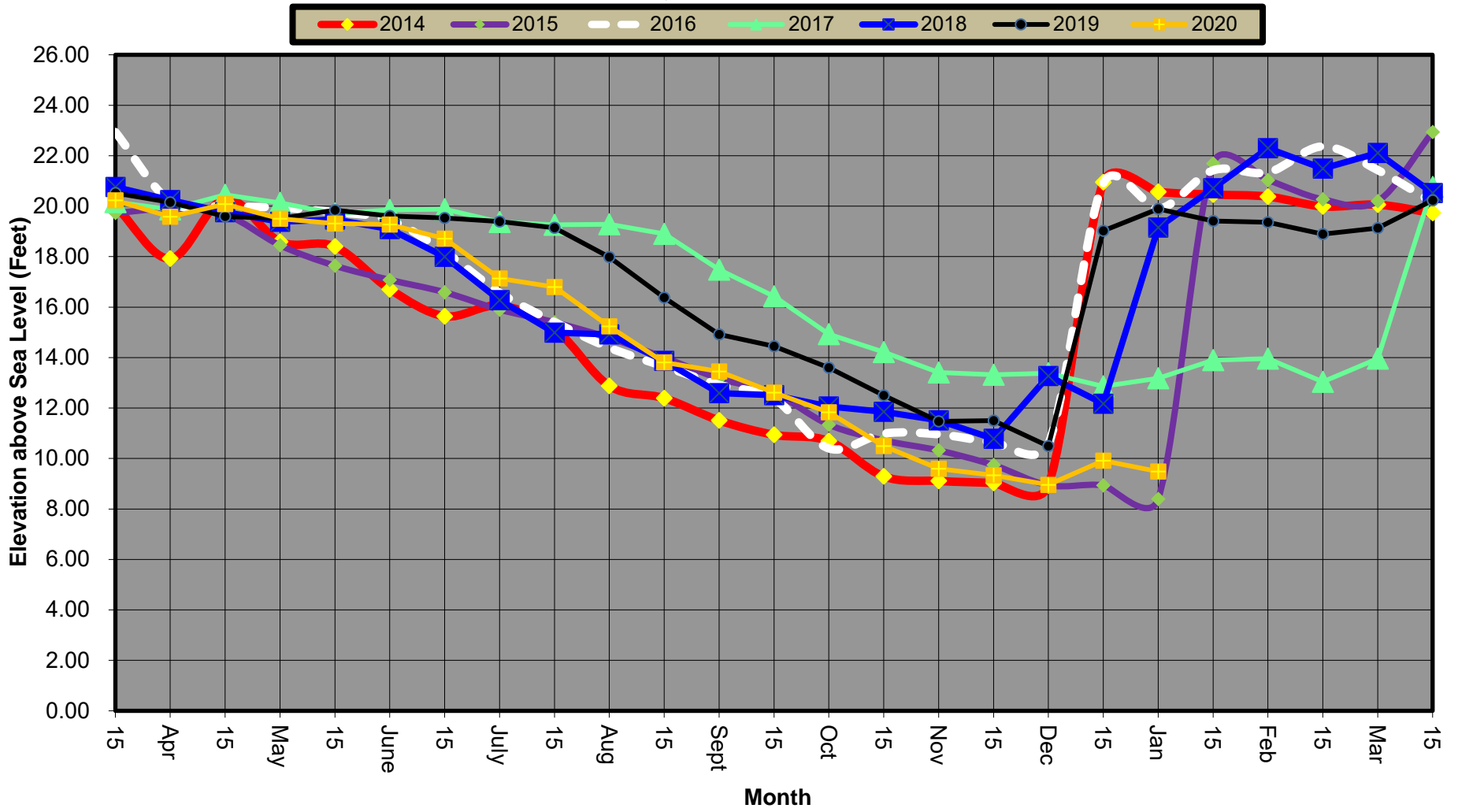
- Title 22 November 2020 Self-Monitoring Report Order No. R3-2019-0051
- Division of Drinking Water (DDW) Monthly Reports for November 2020
 - Surface Water Treatment Regulations (SR4)
 - Surface Water Treatment Regulations (SR3)
 - Groundwater Rule (San Simeon Well Field)
 - Total Coliform Rule
- DDW Urban Water Supplier Report – November 2020
- Discharger November 2020 Self-Monitoring Report Order No. 01-100
- Annual Bureau of Automotive Repair Fleet Maintenance Report



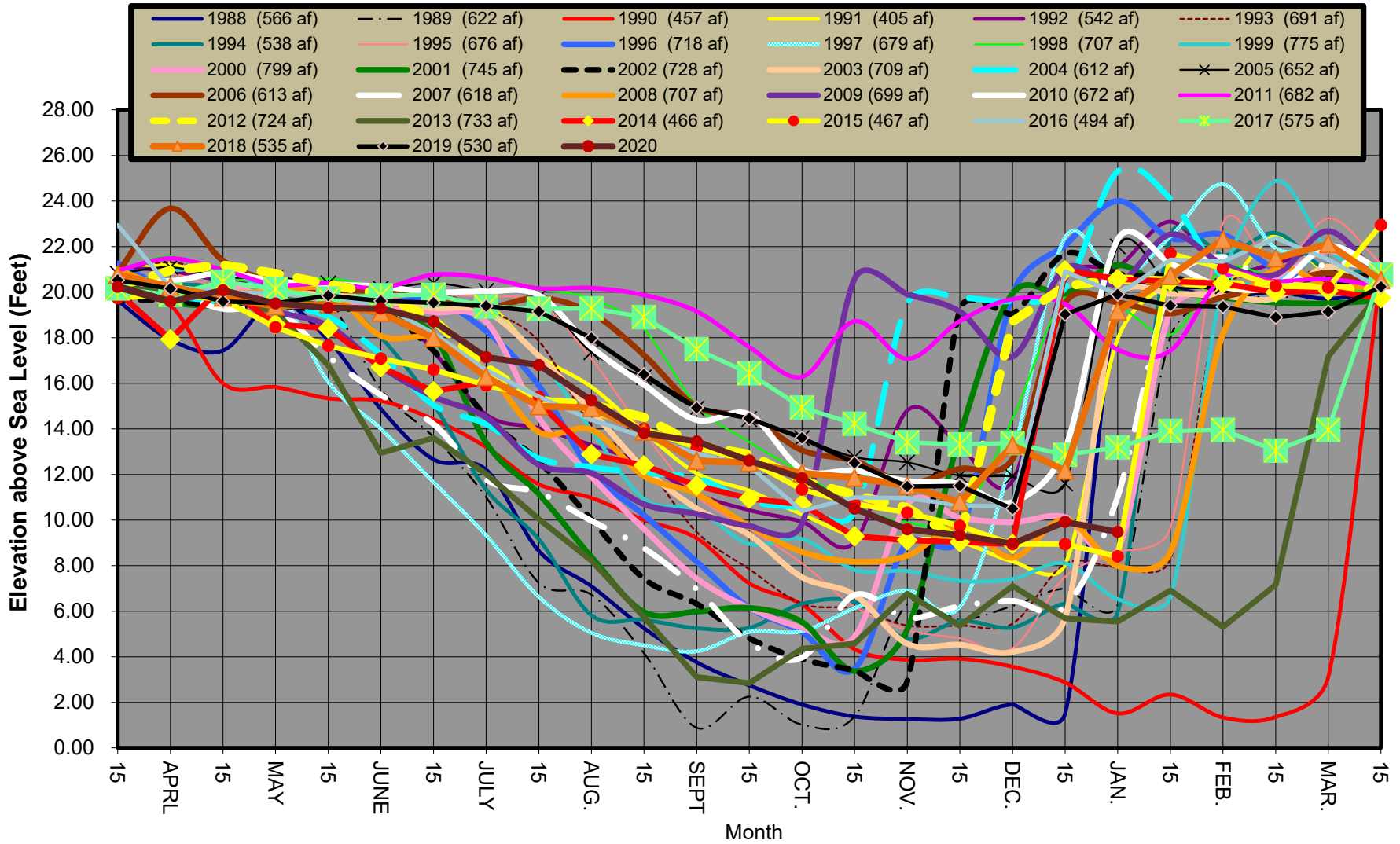
San Simeon Creek Well Levels Mid-March 2020/2021 levels to date and 1988 to Current Min, Max, & Average



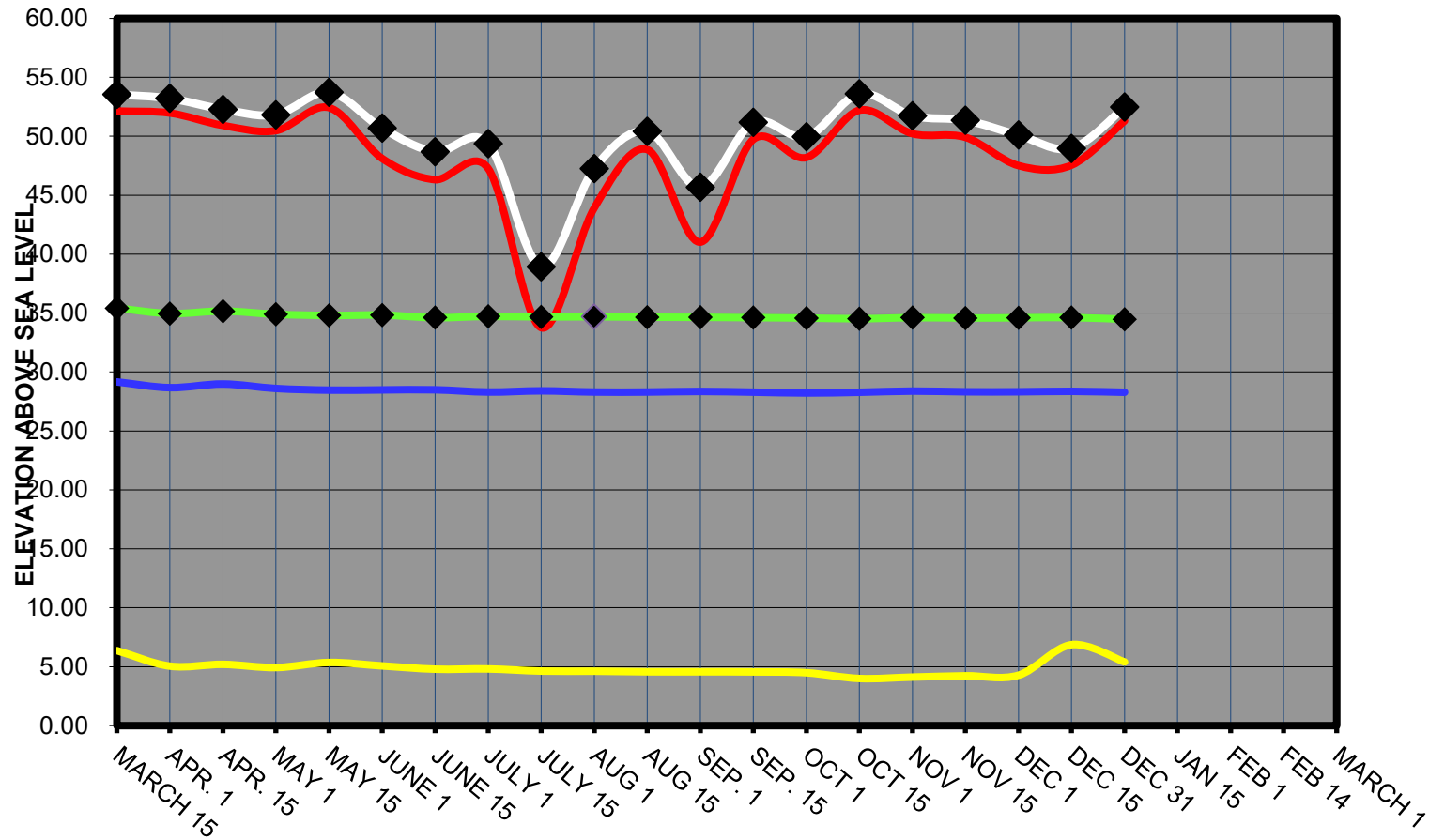
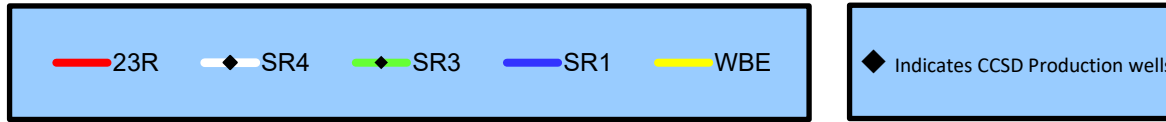
San Simeon Creek Well Levels Last 7 years March, 2014 - Current



San Simeon Creek Well Levels 1988 - Current



SANTA ROSA CREEK WELL LEVELS March 15th, 2020 - Current



CAMBRIA COMMUNITY SERVICES DISTRICT
WELL WATER LEVELS FOR 1/4/2021

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	32.11	83.42	51.31	
SR4	29.51	82.00	52.49	
SR3	19.83	54.30	34.47	
SR1	18.12	46.40	28.28	
21R3	7.64	12.88	5.24	Meter read 44432 CF
WBE	11.47	16.87	5.40	
WBW	11.81	17.02	5.21	
AVERAGE LEVEL OF CCSD SANTA ROSA WELLS SR1 & SR3 =				31.38 FEET
CCSD SANTA ROSA WELL SR4 =				52.49 FEET

SAN SIMEON CREEK WELLS				
16D1	6.28	11.36	5.08	
MW4	10.73	15.95	5.22	
MW1	20.00	42.11	22.11	
MW2	18.39	38.10	19.71	
MW3	25.50	49.56	24.06	
9M1	27.15	65.63	38.48	
9P2	11.43	19.11	7.68	
9P7	12.79	20.69	7.90	
9L1	21.85	27.33	5.48	
RIW	18.39	25.41	7.02	
SS4	17.68	25.92	8.24	SS4 to 9P2 Gradient = + 0.56
MIW	20.51	29.89	9.38	
SS3	23.93	33.73	9.80	
SS2	23.61	33.16	9.55	
SS1	23.27	32.37	9.10	
11B1	50.75	105.43	54.68	
11C1	44.60	98.20	53.60	
PFNW	40.71	93.22	52.51	
10A1	45.17	78.18	33.01	
10G2	34.16	62.95	28.79	
10G1	32.26	59.55	27.29	
10F2	40.08	66.92	26.84	
10M2	36.15	55.21	19.06	
9J3	27.27	43.45	16.18	
lagoon	18.57			mitigation erosion none
AVERAGE LEVEL OF CCSD SAN SIMEON WELLS SS1,SS2 & SS3 =				9.48 FEET

revised 6/6/16

Red Font are the CCSD's Production Wells, as measured on 1/4/2021

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

2020
CAMBRIA COMMUNITY SERVICES DISTRICT
GROSS WATER DIVERSION, BY SOURCE
REPORTED IN ACRE-FEET

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

2020
CAMBRIA COMMUNITY SERVICES DISTRICT
GROSS WATER DIVERSION, BY SOURCE
REPORTED IN ACRE-FEET

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

Policies Forwarded to the Board

Adoption/Amendment of Policies		
	8/15/19	BOD adopts
Association Memberships		
	8/15/19	BOD adopts
Basis of Authority		
	8/15/19	BOD adopts
Board/Staff Communications		
	12/12/19	BOD adopts
Claims Against the District		
	12/12/19	BOD adopts
Conflict of Interest		
	12/12/19	BOD adopts
Use of Electronic Devices During Board Meetings		
	2/20/20	accepted by BOD with amendments
Reserve Policy		
	8/15/19	BOD adopts
Develop District policy regarding people experiencing homelessness		
	12/28/20	forwarded to BOD
Filling Vacancies on BOD		
	1/21/21	adopted by BOD
Committee Bylaws & Mission Statement		
	9/24/20	forwarded to BOD
Reimbursement of Standing Committee Travel Expenses		
		BOD adopts
Policy on Applying for Grants		
	12/28/20	forwarded to BOD
Policy regarding Outdoor and Street Lighting		
	10/29/20	recommendation advanced to BOD

Policies under consideration

Conservation & Code of Ethics		
	2/25/21	agendized for further discussion & consideration
Correspondence to the Board		
	2/25/21	agendized for further discussion & consideration
Modification to Municipal Code 8.04 re TDC & required street frontage		
	10/29/20	returned from BOD - needs more research
Purchasing Policy - Purchase of Used Equipment		
	2/25/21	agendized for further discussion & consideration

Use of Surveillance Cameras on District Property
2/25/21 agendized for further discussion & consideration

Postponed

Email Management and Record Retention Policies

10/29/20 postponed

Compare BOD bylaws 2013 with BOD bylaws 2020

10/29/20 postponed till March 2021

Inventory existing District Policies

10/29/20 postponed till March 2021

Postponed indefinitely

Overview of District Clerk's Role

10/29/20 postponed indefinitely

Legal Counsel and Auditor

10/29/20 postponed indefinitely

Overview of the General Manager's Role

10/29/20 postponed indefinitely

Legislative Advocacy

10/29/20 postponed indefinitely

Unlawful Harrassment

10/29/20 postponed indefinitely

Whistleblowing Policy

10/29/20 postponed indefinitely

Process for flow of new policies

10/29/20 postponed indefinitely

Ethical/Ennvironmental concerns - Policy on Policies (District Policy B-1)

10/29/20 postponed indefinitely

Vets' Hall Fees

9/24/20 postponed indefinitely

Disaster Preparedness

9/24/20 postponed indefinitely

Maintenance & Upkeep of Cambria

10/29/20 postponed indefinitely

Use of 20 Gal. Trash Cans

10/29/20 postponed indefinitely

Policy for issuing ITS Letters

10/29/20 postponed indefinitely