



## CAMBRIA COMMUNITY SERVICES DISTRICT

I, Amanda Rice, President of the Cambria Community Services District Board of Directors, hereby call a Special Meeting of the Board of Directors pursuant to California Government Code Section 54956. The Special Meeting will be held: **Wednesday, August 1, 2018, 2:00 PM, 1000 Main Street Cambria, CA 93428**. The purpose of the Special Meeting is to discuss or transact the following business:

### **AGENDA**

#### **SPECIAL MEETING OF THE CAMBRIA COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS**

**Wednesday, August 1, 2018, 2:00 PM  
1000 Main Street Cambria, CA 93428**

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](http://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**
2. **PUBLIC COMMENT ON AGENDA ITEMS**
3. **REGULAR BUSINESS (Estimated time: 15 Minutes per item)**
  - A. DISCUSSION AND CONSIDERATION REGARDING CANCELLING THE AUGUST 30, 2018 PUBLIC HEARING AND RESCHEDULING AND RENOTICING THE PROPOSITION 218 PROTEST HEARING FOR PROPOSED INCREASES TO WATER, SUSTAINABLE WATER FACILITY AND SEWER RATES
  - B. DISCUSSION AND CONSIDERATION TO APPROVE REAL PROPERTY TRANSFER AGREEMENT WITH THE LAND CONSERVANCY OF SAN LUIS OBISPO COUNTY FOR THE TRANSFER OF THREE (3) LOTS
4. **MANAGER REPORTS**
  - A. **General Manager's Report**

**B. Finance Manager's Report****5. 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.

**6. ADJOURN**

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO **3.A.**

FROM: Jerry Gruber, General Manager

-----  
Meeting Date: August 1, 2018Subject: DISCUSSION AND CONSIDERATION  
REGARDING CANCELLING THE  
AUGUST 30, 2018 PUBLIC HEARING  
AND RESCHEDULING AND  
RENOTICING THE PROPOSITION  
218 PROTEST HEARING FOR  
PROPOSED INCREASES TO WATER,  
SUSTAINABLE WATER FACILITY AND  
SEWER RATES**RECOMMENDATIONS:**

Staff recommends that the Board of Directors discuss and consider rescheduling and re-noticing the public hearing on the proposed increases to water, Sustainable Water Facility, and sewer rates. Staff is recommending that the public hearing previously scheduled for August 30, 2018 be cancelled, that the Board select a new date for the protest hearing and that revised notices be mailed out to property owners and customers of record.

**FISCAL IMPACT:**

There will be an additional cost of between approximately \$2,000 and \$4,500 for mailing the revised notices. In addition, the delay in the implementation of any approved rate increases will impact the amount of revenues received by the District for the upcoming fiscal year.

**BACKGROUND:**

At a special meeting held on July 12, 2018, the Board of Directors considered rate options that had been prepared by Bartle Wells Associates and selected proposed new rates for water, Sustainable Water Facility (SWF), and sewer services. The Board also selected August 30, 2018 as the date for the required public hearing to determine whether a majority protest has been submitted for any of the three proposed rate increases and, if not, to consider adoption of the proposed new rates.

Article XIID, Section 6 of the California Constitution, which is the provision that regulates the notice and protest process, provides that the hearing is to be held "...not less than 45 days after mailing the notice of the proposed fee or charge..." The August 30 hearing date resulted in a tight timeframe to satisfy the 45-day requirement. Notice had to be mailed no later than Monday, July 16.

Staff subsequently received inquiries from members of the community raising concerns about the timeliness of the mailing. Additional concerns regarding whether the notices had been properly sent to all record owners and customers of record, as well as clarity regarding the

content of the notice, more specifically, the lack of a statement indicating that each of the three proposed rates (water, SWF, and sewer) could be separately protested, were also expressed.

Staff has reviewed the documentation sent by the mailing house regarding when the notices were mailed, which included an "Acceptance Notice," a "Postage Statement – First Class Mail," and a screenshot of the permit imprint that the mailing house received from USPS. The documents received from the mailing house provide sufficient proof that the mailing was done in a timely manner on July 16, 2018, pursuant to Government Code Section 53750(i), which states:

"Notice by mail" means any notice required by Article XIII C or XIII D of the California Constitution that is accomplished through a mailing, postage prepaid, deposited in the United States Postal Service and is deemed given when so deposited.

Issues remain with regard to whether the notice was properly sent to all property owners and customers of record and the omission of specific language indicating all three proposed rates (water, SWF, and sewer) could be separately protested.

Based upon the foregoing, staff is recommending that the Board of Directors cancel the August 30, 2018 public hearing, select a new date for the public hearing, and direct that revised notices be sent. Staff will also double check the mailing list, to make sure that all record owners and customers of record are provided notice. The revised notice will also make it clear that protests may be made separately against any or all three of the proposed rate increases (water, SWF, or sewer). A redlined draft of the revised notice is attached for reference. It is recommended that the Board make any necessary modifications and approve the revised notice.

If the Board decides to cancel the August 30 hearing and notice a new hearing date, there is an additional issue to consider in that the District has already received some protests based upon the notice that was sent for the original hearing. The Board should consider if valid protests that have already been submitted should be honored and counted.

Attachments: Draft Revised Proposition 218 Hearing Notice

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

UNANIMOUS: \_\_\_ RICE \_\_\_ BAHRINGER \_\_\_ FARMER \_\_\_ WHARTON \_\_\_ PIERSON \_\_\_

# CAMBRIA COMMUNITY SERVICES DISTRICT

**DIRECTORS:**

AMANDA RICE, President  
JIM BAHRINGER, Vice President  
HARRY FARMER, Director  
AARON WHARTON, Director  
DAVID PIERSON, Director



**OFFICERS:**

JEROME D. GRUBER, General Manager  
MONIQUE MADRID, District Clerk  
TIMOTHY J. CARMEL, District Counsel

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

## Revised Notice of Public Hearing on Proposed Increases to Water, Sustainable Water Facility, and Sewer Rates

Dear Property Owner or Customer,

Cambria Community Services District (CCSD) is proposing to increase water, Sustainable Water Facility, and sewer rates over the next three years. The proposed rate increases are needed to fund the costs of providing service and phase-in funding for capital improvements to CCSD’s aging water and wastewater facilities. CCSD will hold a public hearing to consider adopting the proposed rates as follows:

**Date:** August 30, 2018  
**Time:** 2:00 p.m.  
**Place:** Cambria Veterans Memorial Building  
1000 Main Street, Cambria, CA 93428

*If you would like to receive this notice in Spanish, please contact the CCSD at (805) 927-6223.*

*Si le gustaria recibir este documento en Español, por favor llame a CCSD (805) 927-6223.*

**NOTE: THE CCSD HAS PREVIOUSLY SENT A NOTICE REGARDING A PUBLIC HEARING THAT HAD BEEN SCHEDULED FOR AUGUST 30, 2018. THAT HEARING HAS BEEN CANCELLED AND THIS IS A REVISED NOTICE WITH A NEW PUBLIC HEARING DATE.**

**IN ADDITION, PLEASE NOTE THAT PROTESTS MAY BE MADE SEPARATELY AGAINST ANY OF THE THREE PROPOSED RATES (WATER, SUSTAINABLE WATER FACILITY, OR SEWER), OR AGAINST ALL THREE.**

### Rate Increases Needed to Fund Investment in Aging Infrastructure

CCSD’s water and sewer utilities rely primarily on revenues from service charges to fund the costs of providing service. As such, water, Sustainable Water Facility, and sewer rates must be set at levels adequate to fund the costs of operating and maintaining the CCSD’s water, Sustainable Water Facility, and sewer systems to support safe and reliable service. This includes costs for repairing and replacing aging infrastructure. Many of CCSD’s facilities are approaching the end of their useful operating lives and are in need of rehabilitation and replacement. These facilities include old water and sewer pipelines, water pump stations, sewer lift stations, and CCSD’s aging wastewater treatment facilities.

Additional infrastructure improvements are needed to comply with regulatory requirements, including capital improvements to CCSD’s Sustainable Water Facility and wastewater treatment plant. The proposed

rates are designed to phase in funding for capital improvements over the next three years, with the goal of supporting an ongoing funding stream adequate to gradually address CCSD's infrastructure needs.

CCSD's rates are currently in the lower range compared to other local coastal communities. With the proposed rate increases, CCSD's rates are projected to remain in the lower to lower-middle range. CCSD is aware that the proposed rate increases will place an additional financial burden on ratepayers. Annual water, SWF and sewer rate increases will not be automatic and will be subject to approval by the Board of Directors each year.

### Proposed Water Rates

CCSD is proposing to adopt water rate increases over the next three years as shown in the table below. CCSD's water rates include both 1) fixed charges levied on each account regardless of water use, and 2) water quantity charges billed based on metered water use in each billing period. Residential customers pay a uniform fixed charge per account plus water quantity charges billed via three graduating rate tiers, with water purchased first in Tier 1 and then subsequently in higher tiers that are more expensive as water use increases. Commercial rates include fixed charges that vary by meter size – with higher charges for customers with larger meter sizes that place more demand on the water system – plus a uniform volumetric rate for all water use. Quantity charges are billed in units of one hundred cubic feet (ccf), with 1 ccf equal to approximately 748 gallons.

Proposed Water Rates				
	Current Water Rates	Proposed Water Rates Effective On or After		
		November 1, 2018	September 1, 2019*	July 1, 2020*
<b>FIXED WATER SERVICE CHARGES</b>				
<b>Residential</b>				
Monthly Charge	\$13.79	\$15.86	\$17.45	\$18.32
Bi-Monthly Charge	27.58	31.72	34.90	36.64
<b>Commercial</b>				
<u>Monthly Charge (based on meter size)</u>				
5/8" or 3/4"	\$13.79	\$15.86	\$17.45	\$18.32
1"	34.48	39.65	43.63	45.80
1-1/2"	68.95	79.30	87.25	91.60
2" & Larger	137.90	158.60	174.50	183.20
<b>WATER QUANTITY CHARGES</b>				
<i>Billed based on metered water use (\$/ccf)</i>				
<b>Residential</b>				
<u>Tier</u>	<u>Bi-Monthly</u>	<u>Monthly</u>		
Tier 1	First 4 ccf	First 2 ccf	\$7.03	\$8.08
Tier 2	4.01 - 16 ccf	2.01 - 8 ccf	9.19	10.57
Tier 3	> 16 ccf	> 8 ccf	10.25	11.79
				12.97
				13.61
<b>Commercial</b>				
Rate for All Water Use	\$9.19	\$10.57	\$11.63	\$12.21

Note: 1 ccf = 100 cubic feet, or approximately 748 gallons.

\* Annual water rate increases will not be automatic and will be subject to approval by the Board of Directors each year.

### Proposed Sustainable Water Facility Rates

In 2014, CCSD adopted Emergency Water Supply Charges designed to fund the costs of financing and operating CCSD's Sustainable Water Facility (SWF), a brackish groundwater desalination system built to provide supplemental water supply during periods of water supply shortages. The rates included ongoing charges levied throughout the year as well as additional operating surcharges authorized to be levied only during periods when the SWF is operating to provide a supplemental water supply.

CCSD is proposing to a) phase in rate increases to the ongoing charges that apply year-round as shown on the table below, and b) eliminate the operating surcharges levied during periods of SWF operation. The proposed charges include both 1) fixed charges levied on each account regardless of water use, and 2) quantity charges billed based on metered water use in each billing period. Residential customers pay a uniform fixed charge per account. Commercial and other non-residential customers pay fixed charges that vary by meter size. SWF quantity charges are billed via three graduating rate tiers, with water purchased first in Tier 1 and then subsequently in higher tiers that are more expensive as water use increases. Quantity charges are billed in units of one hundred cubic feet (ccf), with 1 ccf equal to approximately 748 gallons.

Proposed Sustainable Water Facility Rates				
	Current Rates	Proposed SWF Rates Effective On or After		
		November 1 2018	July 1 2019*	July 1 2020*
<b>FIXED SERVICE CHARGES</b>				
<b>Residential</b>				
Monthly Charge	\$6.50	\$7.93	\$9.04	\$10.13
Bi-Monthly Charge	13.00	15.86	18.08	20.26
<b>Commercial</b>				
<u>Monthly Charge (based on meter size)</u>				
5/8" or 3/4"	\$13.00	\$7.93	\$9.04	\$10.13
1"	21.67	19.83	22.60	25.33
1-1/2"	43.34	39.65	45.20	50.65
2" & Larger	69.34	79.30	90.40	101.30
<b>QUANTITY CHARGES</b>				
<i>Billed based on metered water use (\$/ccf)</i>				
<b>SWF Quantity Charges</b>				
<u>Tier</u>	<u>Bi-Monthly</u>	<u>Monthly</u>		
Tier 1	First 4 ccf	First 2 ccf	\$1.50	\$1.75
Tier 2	4.01 - 16 ccf	2.01 - 8 ccf	3.00	3.50
Tier 3	> 16 ccf	> 8 ccf	4.50	5.25
<b>SWF Operating Surcharges</b>				
<i>Only charged during periods of facility operation</i>			<i>These charges are proposed to be eliminated</i>	

Note: 1 ccf = 100 cubic feet, or approximately 748 gallons.

\* Annual SWF rate increases will not be automatic and will be subject to approval by the Board of Directors each year.

## Proposed Sewer Rates

CCSD is proposing to adopt sewer rate increases over the next three years as shown in the table below. The proposed rates include both 1) fixed charges levied on each account regardless of usage, and 2) sewer quantity charges billed based on metered water use in each billing period. Sewer quantity charges for commercial customers vary based on wastewater class and strength, with lower charges for customers with lower-strength wastewater and higher charges for customers with higher-strength wastewater, which costs more to process and treat in order to comply with CCSD's wastewater discharge permit requirements.

Proposed Sewer Rates				
	Current Sewer Rates	Proposed Sewer Rates Effective On or After		
		<del>2018</del> November 1	July 1 2019*	July 1 2020*
<b>FIXED SEWER SERVICE CHARGES</b>				
<b>All Accounts</b>				
Monthly Charge	\$30.29	\$35.74	\$41.10	\$46.03
Bi-Monthly Charge	60.57	71.48	82.20	92.06
<b>SEWER QUANTITY CHARGES</b>				
<i>Billed based on metered water use (\$/ccf)</i>				
<b>Residential</b>	\$3.50	\$4.13	\$4.75	\$5.32
<b>Commercial</b>				
<u>Wastewater Class</u>				
Class 1: Low Strength	\$3.07	\$3.62	\$4.16	\$4.66
Class 2: Medium Strength	3.50	4.13	4.75	5.32
Class 3: Mod/High Strength	5.39	6.36	7.31	8.19

Class 1 includes lower strength accounts including professional offices, retail stores, laundromats, & schools.

Class 2 includes all other commercial accounts (with standard/domestic strength wastewater) that are not classified as either Class 1 or Class 3.

Class 3 includes accounts with moderate to high wastewater strength including restaurants, hotels with restaurants, bakeries, mortuaries, markets with meat/seafood/food prep/garbage grinders, and mixed-use accounts with an estimated 30% or more sewer discharge from higher strength wastewater flow.

Note: 1 ccf = 100 cubic feet, or approximately 748 gallons.

CCSD reserves the right to assign commercial customers to the class that best matches their wastewater strength.

\* Annual sewer rate increases will not be automatic and will be subject to approval by the Board of Directors each year.



## Combined Impacts to a Typical Single-Family Home

With the proposed rates effective [November 1, September 1](#), 2018, a typical single-family home using 6 units (six hundred cubic feet) of water per bi-monthly billing period (approximately 75 gallons per day) would be impacted as shown on the table below. Approximately 70% of residential customer bills are at or below this level of use.

	Water Rate	SWF Rate*	Sewer Rate	Total
<b>Combined Bill with Current Rates</b>				
Monthly Charges	37.04	12.50	40.79	90.33
Bi-Monthly Charges	74.08	25.00	81.57	180.65
<b>Combined Bill with Proposed Rates Effective September 1, 2018</b>				
Monthly Charges	42.59	14.93	48.13	105.65
Bi-Monthly Charges	85.18	29.86	96.26	211.30

\* Excludes current surcharges levied during periods of SWF operation (these charges are proposed to be eliminated).

Impacts will vary based on customer class and metered water consumption. CCSD appreciates the community's successful efforts to reduce water use and continues to encourage customers to conserve.

## Community Input & Written Protest Procedures

Customers, property owners, and community members are invited to attend the Public Hearing to provide input. Property owners and customers may also file written protests against the proposed rate increases. Pursuant to California law, protests must be submitted in writing and must a) identify the affected property or properties, such as by service address or Assessor's Parcel Number, b) include the name and signature of the customer or property owner submitting the protest, and c) indicate opposition to the proposed water, [and/or Sustainable Water Facility](#), and/or sewer rate increases. [You may submit a protest against any or all three of the proposed rates \(water, Sustainable Water Facility, and sewer\).](#) -Protests submitted by e-mail, facsimile or other electronic means will not be accepted. Pursuant to CCSD's *Guidelines for the Submission and Tabulation of Protests* (available from CCSD and posted on the CCSD website), a protest may only be submitted by the record owner of the property or customer of record who signed the protest, or an individual authorized in writing to submit the protest on their behalf. The proposed rates cannot be adopted if written protests are received from a majority of affected parcels with one written protest counted per parcel. Written protests must be submitted prior to the close of the public hearing.

Written protests can be submitted by one of the following methods:

- Deliver to the District Clerk's Office at 1316 Tamsen Street, Suite 201, Cambria, CA 93428
- Mail to CCSD, Attention: District Clerk, CCSD, P.O. Box 65, Cambria, CA 93428
- Personally submit a written protest at the Public Hearing

*CCSD remains committed to operating as cost-effectively as possible while providing safe and reliable water and sewer service to the community. For more information about CCSD and the proposed rate increases, please call CCSD at (805) 927-6223 or visit our website at [cambriacsd.org](http://cambriacsd.org).*

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **3.B.**

FROM: Jerry Gruber, General Manager

---

Meeting Date: August 1, 2018      Subject: DISCUSSION AND CONSIDERATION  
TO APPROVE REAL PROPERTY  
TRANSFER AGREEMENT WITH  
THE LAND CONSERVANCY OF SAN  
LUIS OBISPO COUNTY FOR THE  
TRANSFER OF THREE (3) LOTS

**RECOMMENDATIONS:**

Staff recommends that the Board of Directors discuss and consider approving a Real Property Transfer Agreement (“Agreement”) with the Land Conservancy of San Luis Obispo County (LCSLO) for the transfer of three (3) lots and adopt Resolution 25-2018 authorizing acceptance of the lots.

**FISCAL IMPACT:**

There will be ongoing maintenance costs associated with accepting the lots.

**DISCUSSION:**

In June 2017, the Board of Directors entered into a Memorandum of Understanding (“MOU”) with LCSLO for the Transfer Development Credits Lot Retirement Program (“TDC Program”). Under the MOU, LCSLO will acquire parcels by donation or purchase from landowners and immediately transfer the parcels to CCSD. CCSD then encumbers the parcels with a conservation easement in favor of LCSLO, effectively retiring all development rights on the property. LCSLO identified a landowner that wishes to donate three lots to LCSLO and has provided the attached Agreement to facilitate the transfer. The Agreement transfers those three lots from LCSLO to the CCSD and documents the process described above.

The North Coast Area Plan (NCAP) contains provisions relating to LCSLO’s promotion of the TDC Program, as well as implementation of the CCSD’s Buildout Reduction Program (BRP) through the acquisition of vacant lots and retirement of development rights. The TDC Program voluntarily retires lots within designated sensitive resource areas of Monterey Pine Forest Habitat by recording a conservation easement or other document on the property. The building potential of the retired lot is then transferred to a buildable lot outside of the CCSD to allow for development of dwellings with a larger square footage than would otherwise be allowed by planning area standards. LCSLO manages the program, coordinating land purchases or donations with lot owners and turning the land over to the CCSD for long term management.

The TDC Program was established in the late 1980’s as a way to address concerns over the development of antiquated and substandard lots in Cambria. Several thousand parcels created in the 1920’s and 1930’s are located on densely forested and steeply sloped lands. Rapid development threatened the rare Monterey Pine Forest and presented erosion and sedimentation concerns, as well as further straining the area’s already limited water supply.

The three (3) lots are located on Dovedale Avenue as shown on the attached assessor’s map. LCSLO indicates these lots have a high ecological value and are worth retiring through this program. Staff inspected the lots and found some items that they recommend addressing prior

to the District taking ownership should the Board approve the Agreement. The lots are on the weed abatement list and, as of July 16, they still needed to be cleared. In addition, there are three trees that pose a danger. One Pine tree is dead and could fall on the house behind it. A second Pine tree has uprooted and is leaning on an Oak. And an Oak is completely dead and could fall on the street. If approved, these hazards will need to be addressed and there will be ongoing maintenance costs, including annual weed abatement, that will be paid out of the General Fund. This transaction will, of course, also help implement the BRP.

Attachments: Resolution 25-2018  
Real Property Transfer Agreement  
Assessor's Parcel Map

-----  
BOARD ACTION: Date Approved: Denied:  
UNANIMOUS \_\_\_RICE \_\_\_BAHRINGER \_\_\_FARMER: \_\_\_WHARTON \_\_\_PIERSON\_\_\_

RESOLUTION NO. 25-2018  
August 1, 2018

RESOLUTION OF THE BOARD OF DIRECTORS OF  
CAMBRIA COMMUNITY SERVICES DISTRICT  
AUTHORIZING THE GENERAL MANAGER TO ACCEPT BY  
GRANT DEED 3 LOTS HELD BY THE LAND CONSERVANCY  
OF SAN LUIS OBISPO COUNTY AND EXECUTE RELATED DOCUMENTS

WHEREAS, the Cambria Community Services District, is a special services district organized and existing pursuant to California law; and

WHEREAS, the Cambria Community Services District has a need to reduce the District's water demand; and

WHEREAS, the town of Cambria is characterized by its rare Monterey Pine forest; and

WHEREAS, the Land Conservancy of San Luis Obispo County, a non-profit organization, has been active in retiring vacant lots in Cambria for over thirty years, and is thereby simultaneously both reducing the District's demand for water and protecting the Monterey Pine forest; and

WHEREAS, one of the long-term goals of the Land Conservancy of San Luis Obispo County's lot purchase program in Cambria is for those lots to ultimately go into public ownership; and

WHEREAS, once the lots have been transferred into public ownership, they will be protected by a Conservation Easement in favor of the Land Conservancy of San Luis Obispo County.

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

1. The General Manager is authorized and directed to accept the real property set forth in Exhibit A, attached hereto and incorporated herein by this reference.
2. The General Manager and his or her designee are hereby authorized to execute any document necessary, including a Conservation Easement, and to take any other reasonably necessary action to consummate the transaction contemplated herein.

*[Remainder of page left intentionally blank.]*

The foregoing Resolution was adopted at a Special Meeting of the Board of Directors of the Cambria Community Services District held on August 1, 2018.

PASSED AND ADOPTED THIS 1<sup>st</sup> DAY OF AUGUST, 2018.

---

Amanda Rice  
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

---

Monique Madrid  
District Clerk

---

Timothy J. Carmel  
District Counsel

**REAL PROPERTY TRANSFER AGREEMENT**  
(Cambria/Lodge Hill Restoration Plan)

This Real Property Transfer Agreement (“Agreement”) is entered into as of the date last written below (the “Effective Date”), by and between The Land Conservancy of San Luis Obispo County, a California nonprofit corporation (“Conservancy”), and the Cambria Community Services District, a special district (“CCSD”).

Recitals

A. WHEREAS, Conservancy is a publicly supported, tax-exempt non-profit organization, qualified under Section 501(c)(3) of the Internal Revenue Code whose primary purpose is the preservation, protection, or enhancement of land in its natural, scenic, historical, agricultural, forested, and/or open space condition.

B. WHEREAS, Conservancy administers the Cambria/Lodge Hill Restoration Plan, pursuant to which fee title to real property in the Lodge Hill area of Cambria, California is acquired for the purpose of preserving sensitive natural resources by restricting future uses of the property and transferring the development rights to other locations where additional development is desired or is deemed more appropriate.

C. WHEREAS, the Cambria/Lodge Hill Restoration Plan contemplates that upon acquisition of real property within the Lodge Hill area by Conservancy and the removal of the development rights, the real property will be transferred to a public entity to serve as the long-term fee title owner and that the Conservancy will retain a conservation easement.

D. WHEREAS, Conservancy and CCSD previously entered into a Memorandum of Understanding dated July 24, 2017 (the “MOU”), pursuant to which CCSD agreed to serve as the public entity owner of real property to be acquired by Conservancy under the Cambria/Lodge Hill Restoration Plan, subject to the terms and conditions of the MOU.

E. WHEREAS, Conservancy has entered into a Real Property Donation Agreement (“Donation Agreement”) with a landowner, whereby Conservancy will acquire by charitable donation fee title to certain unimproved real property in the County of San Luis Obispo, State of California, which is more particularly described in Exhibit A attached hereto (the “Property”).

F. WHEREAS, Conservancy desires to accept the donation of the Property, subject to the terms and conditions of the Donation Agreement, and to thereafter transfer fee title to the Property to CCSD while retaining a conservation easement thereon, on the terms and conditions set forth in this Agreement.

G. WHEREAS, CCSD desires to accept the transfer of the Property and to concurrently grant to Conservancy a conservation easement thereon, on the terms and conditions set forth in this Agreement.

NOW, THEREFORE, based on the foregoing recitals, the parties agree as follows:

**1. Escrow.** An escrow (“Escrow”) shall be established with First American Title Company, 899 Pacific Street, San Luis Obispo, CA 93401 (“Escrow Holder”). Written escrow instructions shall be prepared by Escrow Holder which shall incorporate the terms of this Agreement. If there is any inconsistency between the terms and conditions of this Agreement and the escrow instructions, the terms and conditions of this Agreement shall control. The escrow instructions shall be signed by the parties and delivered to the Escrow Holder within five (5) days after delivery of the escrow instructions from Escrow Holder to the parties. The parties shall also deposit with the Escrow Holder all instruments, documents, and other items identified in the escrow instructions or reasonably required by the Escrow Holder to close the transaction contemplated by this Agreement on the Closing Date (as defined in Section 12.a., below).

**2. Transfer of Property.** Subject to the terms and conditions of this Agreement, at Close of Escrow, Conservancy shall transfer to CCSD, and CCSD shall accept from Conservancy, the Property. No consideration shall be given by CCSD for the Property.

**3. Due Diligence.**

a. CCSD's Inspection. The parties acknowledge that concurrently with this Agreement, Conservancy has entered into a Donation Agreement to acquire the Property from the landowner (the "Acquisition Transaction"). The Donation Agreement provides Conservancy with the opportunity during escrow to conduct due diligence investigations, review landowner documents and disclosures, access the Property and examine title to the Property in order to evaluate the acceptability of the Property. Conservancy will provide CCSD with copies of documents relating to the Property that are obtained by Conservancy in the Acquisition Transaction. In the event that CCSD desires to conduct any additional due diligence, CCSD may do so on the terms set forth in the Donation Agreement, a copy of which has been provided to CCSD.

b. Conservancy's Deliveries. Within five (5) days after receipt by Conservancy of any material documents or disclosures relating to the Property in the Acquisition Transaction, Conservancy shall provide a copy thereof to the CCSD.

c. Access. CCSD may access the Property prior to Close of Escrow on the terms set forth in the Donation Agreement.

d. CCSD's Right to Terminate. If CCSD disapproves of the results of its inspection and review of the Property, CCSD may elect to terminate this Agreement by giving Conservancy written notice of termination at least ten (10) days prior to the expiration of the Due Diligence Period provided for in the Donation Agreement. CCSD's approval of the Acquisition Transaction is a condition to Conservancy's obligation to accept the Property under the Donation Agreement, therefore CCSD's termination of this Agreement will also result in the termination of the Donation Agreement.

e. Preliminary Title Report. Promptly after opening Escrow, Escrow Holder shall cause to be delivered to CCSD a preliminary report for an ALTA Standard Owner's Policy for the Property, setting forth all liens, encumbrances, easements, restrictions, conditions, pending litigation, judgments, administrative proceedings and other matters of record affecting Conservancy's title to the Property (the "Preliminary Report"). CCSD shall approve or disapprove in writing of each exception and any other matters shown on the Preliminary Report at least ten (10) days prior to the Close of Escrow (the "Title Review Period") (but not less than five (5) business days after CCSD's receipt of the Preliminary Report or any update to the Preliminary Report). CCSD's failure to object in writing prior to the expiration of the Title Review Period shall be deemed to be an approval of the Preliminary Report. If CCSD objects to the Preliminary Report, CCSD may further elect to terminate this Agreement by sending written notice of termination to Conservancy prior to Close of Escrow.

**4. Notice of Material Changes.** Conservancy will promptly notify CCSD in writing of any Material Change affecting the Property that becomes known to Conservancy prior to Close of Escrow. "Material Change" shall mean a substantial adverse change in the use, occupancy, tenants, title, or condition of the Property (excluding changes caused by CCSD) that occurs after the Effective Date and prior to Close of Escrow. CCSD shall have three (3) business days following Conservancy's delivery of written notice of a Material Change within which to satisfy itself with regard to such change. If any Material Change is disapproved by CCSD, then within said three (3) business day period, CCSD may terminate this Agreement by giving written notice to Conservancy.

**5. Status of Title on Conveyance of Property.**

a. Conservancy agrees to convey the Property to CCSD by grant deed in substantially the form attached hereto as Exhibit B (the "Grant Deed") at Close of Escrow, which shall be subject to the following:

i. The lien of general and special real property taxes and assessments not delinquent.

ii. All exceptions reflected on the Preliminary Report.

b. If CCSD elects to purchase title insurance, a standard coverage ALTA owner's protection policy of title insurance to be issued by Escrow Holder, insuring title to the Property vested in the name of CCSD in the amount of appraised market value of the Property. The policy of title insurance shall insure CCSD's interests subject only to the exceptions described above and any obligation of CCSD recorded against title at Close of Escrow. At least ten (10) days prior to the Close of Escrow, CCSD shall notify Escrow Holder whether CCSD desires to purchase title insurance.

**6. Conservancy's Representations and Warranties.** Conservancy makes the following representations and warranties for the benefit of CCSD as of the date of this Agreement and as of the Closing Date:

a. Conservancy is a California corporation duly organized and in good standing under the laws of the State of California;

b. Conservancy is a non-profit organization having among its purposes the preservation of land on behalf of the public and Conservancy is exempt from taxation under Section 501(c)(3) of the Internal Revenue Code

c. Conservancy has the full legal right, power and authority to enter into and perform this Agreement;

d. The execution and delivery of this Agreement by Conservancy, and the consummation of the transactions contemplated hereby, have been duly authorized by all necessary action by or on behalf of the Conservancy; and

e. This Agreement is a valid and binding obligation of Conservancy, enforceable in accordance with its terms.

**7. CCSD's Representations and Warranties.** CCSD makes the following representations and warranties for the benefit of Conservancy as of the date of this Agreement and as of the Closing Date:

a. CCSD acknowledges and agrees that the Property is being transferred in its AS IS, WHERE IS condition, without any representations or warranties of any kind, including but not limited to representations or warranties relating to the physical condition of the Property, the boundaries of the Property, title to the Property or any matters affecting title to the Property.

b. CCSD has not relied on any representations, actions or omissions by Conservancy, its employees or agents, in evaluating the Property, except those representations set forth in Section 6, above.

c. CCSD acknowledges that it has satisfied itself with all matters concerning the Property, and that if title insurance for the Property is desired, CCSD may obtain a title insurance policy at its expense.



d. CCSD acknowledges that Conservancy shall retain the rights to the Transfer Development Credits (“TDCs”) from the Property and may sell and transfer those TDCs pursuant to the TDC Program.

e. CCSD is a California special district duly organized and in good standing under the laws of the State of California;

f. CCSD has the full legal right, power and authority to enter into and perform this Agreement;

g. The execution and delivery of this Agreement by CCSD, and the consummation of the transactions contemplated hereby, have been duly authorized by all necessary action by or on behalf of the CCSD; and

h. This Agreement is a valid and binding obligation of CCSD, enforceable in accordance with its terms.

**8. Survival.** Each of the above representations and warranties of Conservancy and CCSD shall survive the Close of Escrow.

**9. Conservation Easement.** As a condition of the transfer of title to the Property to CCSD, Conservancy and CCSD shall execute a Deed of Conservation Easement in substantially the form attached hereto as Exhibit C (the “Conservation Easement”) and the Baseline Documentation (as defined in the Conservation Easement). The Conservation Easement shall be recorded on title to the Property immediately following recordation of the Grant Deed.

**10. CCSD Approval of Acquisition Transaction.** At least thirty (30) days prior to the date set for Close of Escrow for the Acquisition Transaction, CCSD shall deliver to Conservancy CCSD’s written approval or disapproval of Conservancy’s acquisition of the Property.

**11. Conditions to Close of Escrow.**

a. Condition to CCSD’s Obligation. CCSD’s obligation to consummate the transaction contemplated by this Agreement, is subject to the satisfaction or waiver by CCSD of the following conditions on or prior to Close of Escrow:

i. Conservancy’s Obligations. Conservancy shall have timely performed all of the obligations required by the terms of this Agreement to be performed by Conservancy.

ii. Conservancy’s Representations. All of the representations and warranties made by Conservancy to CCSD in this Agreement shall be true and correct as of Close of Escrow.

iii. Marketable Title. The willingness of Escrow Holder to issue ALTA owner’s standard coverage title policy in accordance with Section 5.b., above.

iv. Conservancy’s Acquisition of Property. Conservancy shall have acquired fee title to the Property by closing the Acquisition Transaction.

b. Conditions to Conservancy’s Obligations. Conservancy’s obligation to consummate the transaction contemplated by this Agreement, is subject to the satisfaction or waiver by Conservancy of the following conditions on or prior to Close of Escrow:

i. CCSD's Obligations. CCSD shall have timely performed all of the obligations required by the terms of this Agreement to be performed by CCSD.

ii. CCSD's Representations. All of the representations and warranties made by CCSD to Conservancy in this Agreement shall be true and correct as of Close of Escrow.

iii. Marketable Title. The willingness of Escrow Holder to issue ALTA owner's standard coverage title policy in accordance with Section 5.b., above. This condition is applicable only if CCSD elects to purchase title insurance.

iv. SCC Approval. The State Coastal Conservancy ("SCC") shall have approved the Acquisition Transaction in a form satisfactory to Conservancy.

v. Conservancy's Acquisition of Property. Conservancy shall have acquired fee title to the Property by closing the Acquisition Transaction.

c. Failure of Conditions. Both CCSD and Conservancy agree to use good faith, reasonable efforts to satisfy each of the foregoing conditions in this Section. If a condition for the benefit of either CCSD or Conservancy is not satisfied by the Close of Escrow (as it may be extended), then the party which was to be benefited by the condition may elect to (a) terminate this Agreement or (b) waive the condition.

## 12. Closing of Escrow.

a. Closing Date. The escrow shall close (the "Close of Escrow") immediately after and on the same date as the close of escrow for the Acquisition Transaction (the "Closing Date"). In the event that the closing date for the Acquisition Transaction is extended, then the Closing Date for this transaction shall be automatically extended to the same date. The Closing Date may otherwise be extended by the mutual written agreement of Conservancy and CCSD.

b. Deposits by Conservancy. At least one (1) business day prior to the Closing Date, Conservancy shall deposit or cause to be deposited with Escrow Holder fully executed and, where required in recordable form, the following:

- i. The Grant Deed;
- ii. The Conservation Easement;
- iii. The Baseline Documentation;

i. All funds necessary to pay costs and expenses for which Conservancy is responsible under this Agreement; and

ii. Such other documents as are reasonably required to carry out the intent of the parties pursuant to this Agreement.

c. Deposits by CCSD. At least one (1) business day prior to the Closing Date, CCSD shall deposit or cause to be deposited with Escrow Holder fully executed and, where required in recordable form, the following:

- i. The Certificate of Acceptance attached to the Grant Deed;
- ii. The Conservation Easement;

- iii. The Baseline Documentation;
  - iv. All funds necessary to pay costs and expenses for which CCSD is responsible under this Agreement; and
  - v. Such other documents as are reasonably required to carry out the intent of the parties pursuant to this Agreement.
- d. Closing Costs and Prorations. Upon Close of Escrow, CCSD shall pay the costs of the title insurance policy required by this Agreement (if CCSD elects to purchase title insurance), as well as all recording fees and transfer taxes. CCSD and Conservancy shall split equally, on a 50/50 basis, Escrow Holder's fees and any other expenses of Escrow Holder. Real Property taxes and assessments applicable to the Property shall be pro-rated between Conservancy and CCSD as of the Closing Date.
- e. Disbursements and Other Actions by Escrow Holder. Upon Close of Escrow, Escrow Holder shall promptly undertake all of the following in the manner indicated:
- i. Recording. Cause the Grant Deed, including the Certificate of Acceptance, to be recorded in the Official Records of San Luis Obispo County, immediately followed by recordation of the Conservation Easement.
  - ii. Documents to CCSD. Deliver to CCSD an original of the recorded Grant Deed, a copy of the recorded Conservation Easement, and an original of the executed Baseline Documentation (unless the executed Baseline Documentation is exchanged outside of Escrow).
  - iii. Documents to Conservancy. Deliver to Conservancy a copy of the recorded Grant Deed, an original of the recorded Conservation Easement, and an original of the executed Baseline Documentation (unless the executed Baseline Documentation is exchanged outside of Escrow).
  - iv. Title Policy. If CCSD has elected to purchase title insurance, issue to CCSD a standard owner's ALTA title policy in accordance with Section 5.b. of this Agreement.

### 13. General Provisions.

- a. Termination of Agreement. In the event that this Agreement is terminated prior to the Close of Escrow, the parties shall pay all charges of the Escrow Holder in the manner set forth in Section 12.d. Any money deposited by a party with Escrow Holder in connection with this transaction shall be returned to that party, less any deductions authorized by this Agreement; and the parties shall be relieved of all further obligations and liabilities to each other under this Agreement except as otherwise provided herein.
- b. Assignment; Binding on Successors. This Agreement may not be assigned by Conservancy or CCSD without the prior written consent of the other, which consent shall not be unreasonably withheld, conditioned or delayed. Subject to the foregoing sentence, this Agreement shall be binding on, and inure to the benefit of, the parties to it and their respective heirs, legal representatives, successors and assigns.
- c. Time of Essence. Time is of the essence in this Agreement.
- d. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California. Any legal action to enforce or interpret the provisions of this Agreement may be commenced only in the Superior Court for the County of San Luis Obispo, State of California.

e. Notices. Any notice, delivery, or other communication pursuant to this Agreement shall be in writing and shall be deemed to be properly given if delivered, mailed, or sent by email or facsimile transmission in the manner provided in this paragraph, to the following persons:

If to Conservancy:                   The Land Conservancy of San Luis Obispo County  
Attn: Kaila Dettman  
P.O. Box 12206  
San Luis Obispo, CA 93406  
Fax: (805) 544-5122  
Email: kailad@lcslo.com

With a Copy to:                       Douglas Crapo  
Diehl & Rodewald  
1043 Pacific Street  
San Luis Obispo, CA 93401  
Fax: (805) 541-6870  
Email: dcc@dr-slo.com

If to CCSD:                           Cambria Community Services District  
Attn: Jerry Gruber  
1316 Tamson Drive, Suite 201  
Cambria, CA 93428  
Fax: \_\_\_\_\_  
Email: jgruber@cambriacsd.org

With a Copy to:                       Timothy J. Carmel  
Carmel & Naccasha  
1410 Marsh Street  
San Luis Obispo, CA 93401  
Fax: (805) 546-8015  
Email: tcarmel@carnaclaw.com

If to Escrow Holder:               Lisa Bertrand  
First American Title Company  
899 Pacific Street  
San Luis Obispo, CA 93401  
Fax: (805) 786-2038  
Email: lbertrand@firstam.com

Any party may change the party's address for these purposes by giving written notice of the change to the other party in the manner provided in this paragraph. If sent by mail, any notice, delivery, or other communication shall be effective on the date it is deposited with a reputable overnight courier such as FedEx or UPS or with the United States mail, duly certified, with postage prepaid, and addressed as set forth above. Notices sent by email or facsimile transmission shall be effective on the date they are sent. Facsimile machines used for fax notice must generate a "Transmission Record" stating the telephone number of the receiving fax, number of pages sent out, date and time of transmission and indication of any transmission errors. Email transmission will be deemed effective if the email is properly addressed and the sender does not receive a delivery failure notice.

f. Days. The term "days" when used in this Agreement means calendar days unless otherwise specified. If the last day on which to perform an action pursuant to this Agreement falls on a Saturday, Sunday, United States federal holiday or other day on which Escrow Holder is not open for business,

then the time in which to perform such action shall be extended until the end of the next day that is not a Saturday, Sunday, United States federal holiday or other day on which Escrow Holder is not open for business.

g. Entire Agreement. This Agreement, including the foregoing recitals and the attached exhibits, constitute the entire agreement between the parties relating to the donation of the Property. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force and effect. Any amendment to this Agreement shall be of no force and effect unless it is in writing and signed by the party to be bound thereby.

h. Attorneys' Fees. If any action, proceeding, or arbitration arising out of or relating to this Agreement is commenced by either party to this Agreement or by the Escrow Holder, then as between the parties, the prevailing party shall be entitled to receive from the non-prevailing parties, in addition to any other relief that may be granted, the reasonable attorneys' fees, costs, and expenses incurred in the action, proceeding, or arbitration by the prevailing party.

i. Headings. The headings of the articles and paragraphs of this Agreement are inserted for convenience only. They do not constitute part of this Agreement and shall not be used in its construction.

j. Waiver. The waiver by any party to this Agreement of a breach of any provision of this Agreement shall not be deemed a continuing waiver or a waiver of any subsequent breach of that or any other provision of this Agreement.

k. Negotiation of Agreement Language. Both parties have actively negotiated the language of this Agreement through their attorneys. This Agreement shall be interpreted according to its plain meaning and not for or against another party on the basis of California Civil Code Section 1654.

l. Counterparts. This Agreement may be executed in two counterparts, each of which shall be deemed an original and both of which together shall constitute one and the same agreement. This Agreement may be executed by a party's signature transmitted by facsimile ("fax") or by electronic mail in portable document format ("pdf"), and copies of this Agreement executed and delivered by means of faxed or pdf signatures shall have the same force and effect as copies hereof executed and delivered with original signatures. All parties hereto may rely upon faxed or pdf signatures as if such signatures were originals. Any party executing and delivering this Agreement by fax or pdf shall promptly thereafter deliver a counterpart of this Agreement containing said party's original signature.

m. No Broker's Commission. Each party represents to the other that it has not used a real estate broker in connection with this Agreement or the transaction contemplated hereby. In the event any person asserts a claim for a broker's commission or finder's fee, the party on account of whose conduct or actions the claim is asserted will indemnify, defend and hold the other party harmless from said claim. This Section shall survive the Close of Escrow or any earlier termination of this Agreement.

n. Severability. Each provision of this Agreement is severable from any and all other provisions of this Agreement. Should any provision of this Agreement be for any reason unenforceable, the balance shall nonetheless be of full force and effect.

*[Signatures follow on next page.]*

IN WITNESS WHEREOF, the parties have executed this Agreement effective as of the date last written below.

**CONSERVANCY:**

THE LAND CONSERVANCY OF SAN LUIS  
OBISPO COUNTY, a California nonprofit  
corporation

By: \_\_\_\_\_  
Kaila Adriane Dettman Hooker,  
Executive Director

**CCSD:**

CAMBRIA COMMUNITY SERVICES DISTRICT,  
a Special District

By: \_\_\_\_\_  
Jerry Gruber,  
General Manager

List of Exhibits

- Exhibit A      Legal Description of Property
- Exhibit B      Grant Deed
- Exhibit C      Conservation Easement

EXHIBIT A

**LEGAL DESCRIPTION OF PROPERTY**

EXHIBIT B  
**GRANT DEED**



EXHIBIT C

**CONSERVATION EASEMENT**



024-01

REVISIONS	
I.S.	D.M.E.
04-286	01-14-04
07-268	01-22-07
08-284	12-22-07
09-253	09-12-08
14-032	08-20-13

THIS MAP IS PREPARED FOR ASSESSMENT PURPOSES ONLY.

CAMBRIA  
 ASSESSOR'S MAP COUNTY OF  
 SAN LUIS OBISPO, CA.  
 BOOK 024 PAGE 01

First American Title  
 Page 6 of 13

Order Number: 4009-5665848  
 Page Number: 6

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. 4.A.

FROM: Jerry Gruber, General Manager

Meeting Date: August 1, 2018

Subject: MANAGER'S REPORT

---

**GENERAL MANAGER:**

There has been a great deal of discussion lately regarding the District's infrastructure. Some of the dialogue has posed questions about which improvements have been made since our last rate increases, and that the CCSD has not made the improvements to the infrastructure that have been needed. Infrastructure improvements are based on the availability of funds from both the Water and Wastewater Enterprise Funds. Although those funds have been extremely limited over the years due to minimal rate increases and a rate structure that has not kept paced with an aging infrastructure, significant improvements have been made and will continue to be made.

In the past I have taken time each month as part of the Board Meeting and part of the General Manager's Report to include pictures associated with infrastructure improvements within the Water and Wastewater Departments. Although I stopped providing these update several months ago due to time constraints, infrastructure improvements continue to be made. Since becoming General Manager in April of 2011, there has been more improvements made to the infrastructure and enhancements made to the overall operations of both the Water AND Wastewater systems than since the inception of the District in 1976. Although a lot has been accomplished, there still is a lot to do as identified by the District's comprehensive CIP for both Departments.

I have included numerous photographs of infrastructure improvements as part of today's agenda packet going back to 2015 to answer a few of the questions mentioned earlier. The pictures included do not include all the work that has been done due to the enormity of photographs and the limited space within the agenda packet. Again, the pictures include only a three-year period and do not go back to November of 2010 when infrastructure improvements began and when I started working for the CCSD.

I would like to thank both Standing Committees for their efforts regarding the District's Finances and Infrastructure.

Alleyne LaBossiere is currently serving as the CCSD'S interim Finance Manager. Alleyne was our previous District Finance Manager and is now a retired annuitant. Alleyne is not receiving any benefits, nor is he working as a contract employee. The District will begin the recruitment process soon for the position of Finance Manager.

The Parks, Recreation and Open Space Commission is currently advertising for three positions within the Commission. Please see the CCSD Website for additional information.

The PROS Commission has also agreed to support the mailing of a pool survey to CCSD customers as part of the next billing cycle. The PROS Commission is not taking a position or endorsing the Pool Committee's survey, it is only acting as a conduit to distribute the survey via CCSD bills.

On July 12, 2018, Melissa Bland and I met with the Realtors at Rabobank to update them on CCSD activities and items relating to retrofit upon resale and the escrow process.

Staff conducted a PG&E kickoff meeting as part of the initial assessment for the Wastewater Treatment Plant on Wednesday July 18, 2018. Staff will keep the Board and Infrastructure Committee apprised of the progress being.

Staff met with Jon Rokke from the RWQCB on Friday July 20, 2018 at the Sustainable Water Facility to discuss future operations of the facility.

### **ADMINISTRATION:**

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

#### Human Resources:

- Prepared for labor negotiation meetings
- Attended multiple labor negotiation meetings with both represented groups
- Met with several employees for various Human Resources matters

#### Recruitment:

- Held interviews for the Wastewater Operator-In-Training (OIT) and Grade II recruitment
- Held interviews for the Finance Specialist – Payroll & Benefits recruitment

#### Trainings:

- Emailed Directors and Managers regarding completing the Ethics AB 1234 webinars
- Emailed Managers regarding attending the 2018/2019 Central Coast Employment Relations Consortium trainings

#### Contract Liaison:

- Finalized the Amended Agreement for Consultant Services with TekTegrity

#### Board Meetings:

- Attended several agenda preparation meetings
- Coordinated sending out staff report reminders to Managers
- Finalized the June 2018 Resolutions
- Prepared for and published the July Special and Regular Board meeting agenda packets
- Posted the May approved Regular Meeting minutes

#### PROS Commission:

- Haley handles the creation, distribution and posting of the PROS Commission meeting agendas and minutes.
- Haley posted the approved PROS June meeting minutes
- Haley finalized the July and August PROS agendas

#### Meetings:

- Prepared for and conducted bi-weekly Administrative Office staff meetings
- Created and distributed the Manager's Meeting agenda
- Coordinated Managers and Supervisors attending the Manager's Meeting on Tuesday, July 10, 2018
- Attended the Manager's meeting
- Haley emailed Jerry and Board of Directors regarding various meeting reminders in Cambria

#### Miscellaneous:

- Worked on public record requests and responses
- Participated in multiple operational meetings
- Haley processed purchase orders for multiple vendors
- Worked on the District Transparency Certificate of Excellence website requirements

<sup>29</sup>  
Engineering Department:

- Met with the District Engineer and General Manager

Facilities & Resources Department:

- Met with the Facilities & Resources Manager

Fire Department:

- Met with the Fire Chief

Finance Department:

- Met with the Interim Finance Manager on multiple occasions
- Met with Interim Finance Manager to discuss and assist with multiple Finance Department matters
- Resolved various Finance Department matters such as software and printer incompatibilities, manage and monitor the Proposition 218 process, monitor the Assessment programs, ensure CIS updates, train employees on Transfers, Assignments and CCSD Municipal Code interpretation, resolve various payroll matters
- Held various meetings regarding the Proposition 218 process
- Worked with staff to mail out the Proposition 218 process and post it to the webpage

Wastewater Department:

- Met with Wastewater Department Supervisor

Water Department:

- Met with Water Department Supervisor

**FACILITIES AND RESOURCES:**

**1. Weed abatement:**

- a. CCSD Staff has begun to re-mow the eastern part of the Ranch. This is the third mow of the season in that area. This area is mowed to provide both a fire break and to control invasive plants.

**2. Trail Work:**

- a. Windsor Trail: Trail from the Windsor bridge to Shamel Park was cut back. Trail was cut back 4 feet back and 8 feet high. Work was done before 4<sup>th</sup> of July as the trail is heavily used to access the 4<sup>th</sup> of July festivities at Shamel Park.
- b. Santa Rosa Creek Trail: Staff cut back and chipped encroaching willow branches.
- c. Hwy 1 trail: two willow trees fell across trail. Trees were cut and chipped.

**3. Bluff Trail Work:**

- a. Work on Bluff Trail has been scheduled for the weeks of August 6<sup>th</sup> and 13<sup>th</sup>. Work is being coordinated with FFRP.
- b. Trail will be resurfaced with fresh base material. During work, parts of the Bluff Trail will be closed to public. Signs have already been placed on both sides of the Bluff Trail advising the community of the work.

**4. Fiscalini Tank Road:**

- a. Facilities Staff assisted the Water Department in mowing the road leading to the Fiscalini Tanks. Road was mowed to reduce the risk of fire and provide better access.

**5. Vets Hall Repairs:**

- a. Two new skylights were purchased and installed on the roof of the Vets Hall. The old skylights were broken and cracked.
- b. New door has been ordered. Door on the side of the building has been peeling and warping due to weather.
- c. Railing by BBQ area is scheduled to be replaced. Railing has some rot.

**6. Skate Park:**

- a. Work is scheduled to make repairs on side of big ramp at the park. This area of the ramp has some rot and a large hole has been created.

## 7. Goats:

- a. Facilities Staff is using goats to create a fire break on CCSD property. Goats are being housed at the Facilities yard and the project is estimated to last two weeks.
- b. Goats allow us to access areas that are difficult for machinery and are difficult to do by hand.
- c. Cost of the goats is free for this project. A Rancher on Hwy 41 has allowed us to use the goats as a test for this project.

## **ENGINEER:**

Key activities since the June 28, 2018 Board meeting report (prior staff report prepared on June 18, 2018) to the date of this report's preparation (which was July 19, 2018) have included:

- Sustainable Water Facility (SWF):
  - The Advanced Water Treatment Plant (AWTP) has remained offline.
  - The June 2018 monthly Title 22 self-monitoring reports were completed and submitted by the due date of July 15, 2018.
  - On July 10, 2018 staff received an updated Title 22 Monitoring and Reporting Program (as Revised July 3, 2018) from the RWQCB, which includes a provision to not require groundwater sampling and analyses while the AWTP remains offline (up until one month prior to its seasonal operational startup and following three months after its seasonal shut down). Therefore, staff will not be sampling for the month of July 2018 to take advantage of the cost savings allowed by this update.
  - The impoundment basin closure activities are continuing. As of July 14th, 2018, approximately 1,267,426 gallons have been pumped from the impoundment basin. The impoundment basin freeboard that same day was at 85.60 inches.
  - The new Chief Plant Operator for the SWF, James "Jim" Green, is currently assisting with preparations to allow restarting the facility as may be needed later this fall. In the meantime, staff is having weekly meetings to review progress.
  - Staff continues to coordinate with County Planning staff on the SWF's regular Coastal Development Permitting process. Currently, the SWF can only operate during a Stage 3 Water Shortage Emergency.
  - Permit Counter. For the 2018 Calendar Year: 1 Transfer of Position, 8 Assignments, 9 Voluntary Lot Mergers, 2 New/Re- Construction Applications, and 38 Remodel/Change-of-Use Applications were received for processing. We have also processed 3 applications to extend ITS letters.
  - Retrofit/Water Conservation Inspections: 17
- Miscellaneous:
  - Influent Screen Installation. One addendum was prepared based on input from prospective bidders. Five bids were received by 3:00 pm on July 18, 2018, with the lowest most responsible bid being \$156,650. Please see a separate staff report prepared for today's meeting to consider awarding this contract.
  - SWRCB licensing of existing water rights remains in progress.
  - Staff continued to update background materials and respond to questions on the planned capital improvement projects for water, wastewater, and the SWF. This included attending the special July 11, 2018 Board meeting, which included the standing Infrastructure and Finance Committees, as well as the special July 12, 2018 Board meeting.
  - Staff attended the evening community workshop on June 19, 2018.

- Staff coordinated with Facilities and Resources on issues with the sewer lateral at the Vets Hall. This included coordination for having the sewer lateral jetted out on June 30, 2018 and looking up record information.
  - Melissa Bland updated the customer information system (CIS) database information to assist administrative staff with annual notices and invoicing.
- Well Levels
    - Current well levels are average for this time of year.

## **WASTEWATER:**

### **Wastewater Treatment Plant Operations**

- The Keep Trak maintenance program is being updated to include the collection system. This includes improving the existing information to better represent what is in the field. Updated Keep Trak information is being filed in folders to help facilitate record keeping on the various repairs being completed.
- WW Operator Vormbaum's ability to navigate computer programs has been very helpful working with Keep Trak and Op 10 programs.
- After the new influent screen is operational, work will begin on removing accumulated rags and debris from the aeration basin. The influent screen installation project was informally bid with bids due on July 18, 2018 at 3:00 pm.
- We have been in talks with PG&E to replace the 3 wire MCC with a 4 wire MCC. This would also include replacing the generator and blowers. This is moving forward and our kickoff meeting will be July 18.
- The new transfer pump on the digester is working very well and has reduced the amount of time needed to move water. This is a big step in keeping odors down.

### **Collection Systems & Lift Stations**

- The upgrades at lift station 9 are now paying off. We are now able to identify other troubles that occur at this location. One of the problems is pumps ragging up very fast at this location and reducing flow. WW Operator Blackburn is in the process of finding a solution to help reduce the amount of rags that collect on the discharge check valves and reduce flow.
- We are continuing our ongoing campaign to locate the source of groundwater and storm water (i.e., infiltration and inflow, or I & I) that is getting into the collection system.
- The 30 new water-tight manhole lids have been arriving a few at a time and will soon begin their move to the collection system.
- Gold Coast Environmental supplied a grease trap for the kitchen at the back of the Vets Hall, which was installed by Potter Plumbing.
- On Thursday, June 21, we experienced a reportable spill at the Vets Hall due to approximately 100 gallons of wastewater leaking out of the building lateral. This was cleaned up by staff that same evening and none of the water entered the storm drain or local surface drainage. The building lateral was subsequently jetted out and TV inspected on June 30<sup>th</sup> and is being monitored by our Facilities & Resources Department. The GIS system and past videotape of the street main was used to provide information on the lateral location within Main Street.
- The Vets Hall lateral was the first reportable Sanitary Sewer Overflow we have had to report in over two years.

### **Administrative:**

- WW Operators Artho and Vormbaum are working on their Class B commercial driver's license.

- WW Operator Vormbaum has passed his Grade III wastewater test, and we are waiting for the State to issue his license.
- Interviews for the vacant WW Operator position were conducted in July. We hope to have the recruit onboard in August.

## **WATER:**

1. The SWF remained offline. James Green replaced John Allchin as Chief Plant Operator of the SWF. Water Department Staff member Larry Moore has been assisting James in developing his understanding and familiarity with SWF operations, sampling needs, and the impoundment basin's closure. Water Department staff continued to perform weekend duties related to the impoundment basin's monitoring and closure. These duties include measuring of the available freeboard, performing membrane integrity tests, and observing the level of wildlife gathered around or near the impoundment basin. James and Larry have identified maintenance and related improvements that are to be made to ensure the plant maintains its readiness to run smoothly when needed.
2. SR4 is currently offline as we add pH and temperature monitoring per a recommendation received from the Water Board's Division of Drinking Water. Progress is dependent upon receiving updated software from Hach, which has had a few delivery glitches. Once the new software is installed, SR4 will be returned to service.
3. On Saturday June 2<sup>nd</sup> the chlorine analyzer located at the San Simeon well field failed. Operator Larry Moore contacted Jim from Alpha Electric. Jim came out Saturday night and helped install a backup CL2 analyzer. The quick thinking by Larry and the willingness of Jim to work on a Saturday night ensured that the Water Department would not have to take the San Simeon well field offline. The well field was back up and running within a few hours.
4. Seven water leaks occurred in the distribution system in June, with one being significant. On Moonstone Beach Drive one leak was caused by a rusty saddle located on the 14" Main supply line. Because the saddle had completely corroded, we had to isolate the section of pipe to install a new saddle. Unfortunately, water service to approximately four motels was interrupted for about 2-3 hours. Our department was short of staff during this time, so our new SWF CPO James Green stepped in to help facilitate this repair and assist with traffic control.
5. Water Department staff were alerted to a sinkhole that developed at the Rodeo Grounds facility. Water Department staff identified the cause of the sink hole as a leak at SR1. The leak only occurred when the SR1 well was running. SR1 provides non-potable water for CCSD needs, such as the filling of the Wastewater Department's Vactor truck, the Fire Department's Water Tender, and Facilities & Resources Department needs. Water Department Supervisor and operator Ben Grosskreutz located, excavated and repaired the leak.
6. The Water Department Supervisor assisted SLO County roads by donating non-potable water to the subcontractors working on the Main Street resurfacing project. The water was used to fill the equipment used to sweep and clean the roads after the grinding of asphalt on Main St. Water was also used to make the slurry mix that the sub-contractors installed over the existing asphalt. This helped subcontractors to save time and complete the job sooner.
7. Andy Dreyfuss of Bush Wacker completed the mowing of the San Simeon well field. Carlos and his staff mowed the easement to the Fiscalini Tank site. Water Department staff has



mowed all other Water Department facilities and continues to mow and maintain Water Department facilities.

8. In June, Andy Lyman transferred from the Facilities & Resources Department to the Water Department. Andy is working hard to learn all aspects of water operation. He has proven to be a quick learner and an asset to our team. All Water Department staff have stepped up to help train Andy. We are all thankful and grateful to have Andy working with us.
9. To cut costs and save money for the District, Water Department staff helped install a grease trap at the Vets hall. The Water Department provided sand, road base and cold mix asphalt to the project. Water Department operators provided and operated a jackhammer and removed asphalt from the area that needed to be excavated. Justin Smith of Potter Plumbing excavated the site and installed the grease trap. Water Department staff backfilled, compacted and installed the cold mix asphalt to complete the job. Water Department staff also cleaned up spoils and hauled the spoils off in the District's dump truck.
10. Water Production & Well Levels for June 2018 are attached.
11. The following table summarizes key activities that Water Department staff responded to during this reporting month.

<b>Activity</b>	<b># Completed</b>
Read or re-read of existing water meters	289
Customer assists for high water usage on customer side of meter	16
Shutoff and turn on for customer performed plumbing repairs	4
Repairs of distribution system leaks	7
After-Hours System Alarm Responses	7
Conservation Retrofit Inspections	11
USA Locations	18

## **SUSTAINABLE WATER FACILITY (SWF):**

### **Advanced Water Treatment Plant Operations**

- The plant remained offline for the month of June.
- Staff continued the practice of circulating Preservol solution throughout the micro-filters and reverse osmosis elements twice monthly. This is being done to preserve the filter and reverse osmosis membranes.
- A representative from our chemical supply company performed a site evaluation on July 12. We are currently developing a strategy to ensure the chemical storage and supply tubing is ready to operate.

### **Impoundment Basin Closure**

- Blending of impoundment basin water with WWTP final effluent continued and was being performed 6 days per week in June.

- Analysis results from samples of blended water disposed of in the percolation pond remained within concentration limits authorized by the RWQCB. Staff communicate with RWQCB representatives on a weekly basis to ensure compliance with all closure plan requirements.
- An average of 75,000 gallons per week was being removed from the impoundment basin via the blending operations. We estimate the impoundment basin will be empty by early September.
  - Prospective bidders are being queried on their interest in hauling and disposal of sediment from the bottom of the impoundment basin.

Attachments:

1. 2015-2018 Infrastructure Improvements PowerPoint
2. Production and Well Graphs
3. Balance Public Relations July 2018 Report
4. Public Records Requests and Responses

# Cambria Community Services District

Wastewater  
and  
Water  
Department  
Infrastructure  
Projects  
2015-2018

# Wastewater Treatment & Collection System Plant Improvements

March 2015

New controls & new pump assembly on lift station B



# Wastewater Treatment & Collection System Plant Improvements

April 2015

New generator installed at the Moonstone Beach lift station



# Wastewater Treatment & Collection System Plant Improvements

## December 2015

### Rebuilt clarifier



# Wastewater Treatment & Collection System Plant Improvements

## December 2015

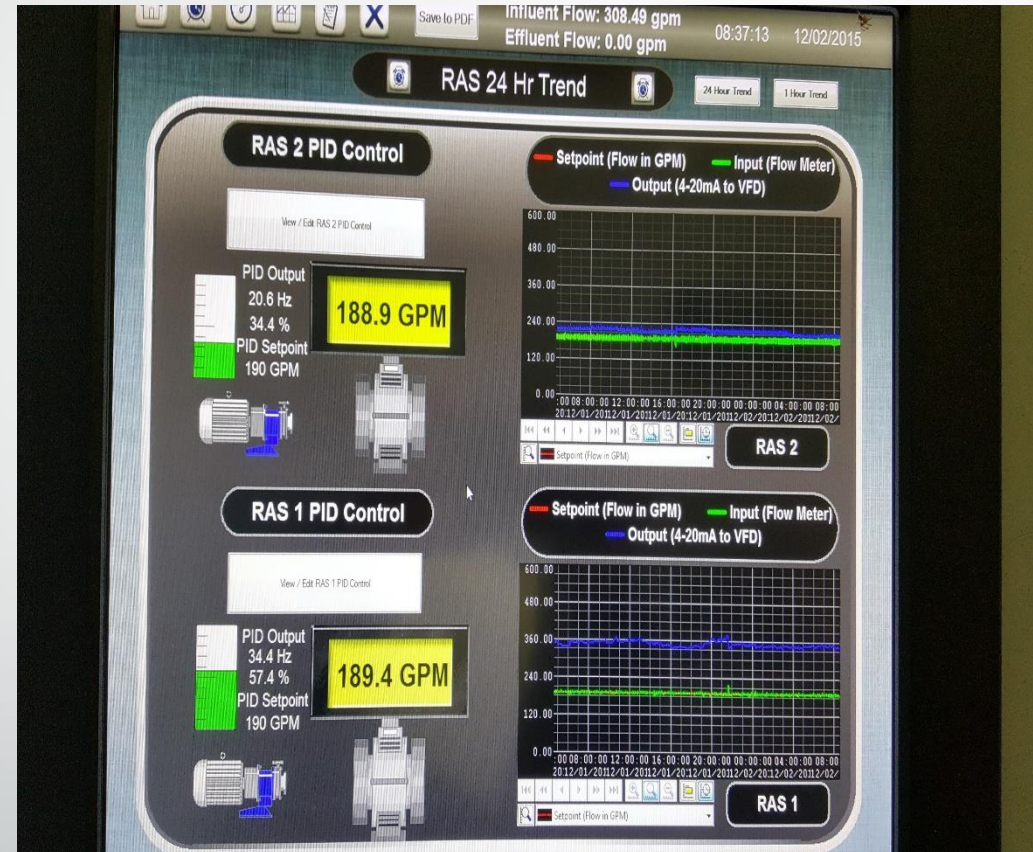
Incorporated an anoxic zone and reduced nitrate levels from 30-40 P.P.M. to 1.0 P.P.M. or less



# Wastewater Treatment & Collection System Plant Improvements

## December 2015

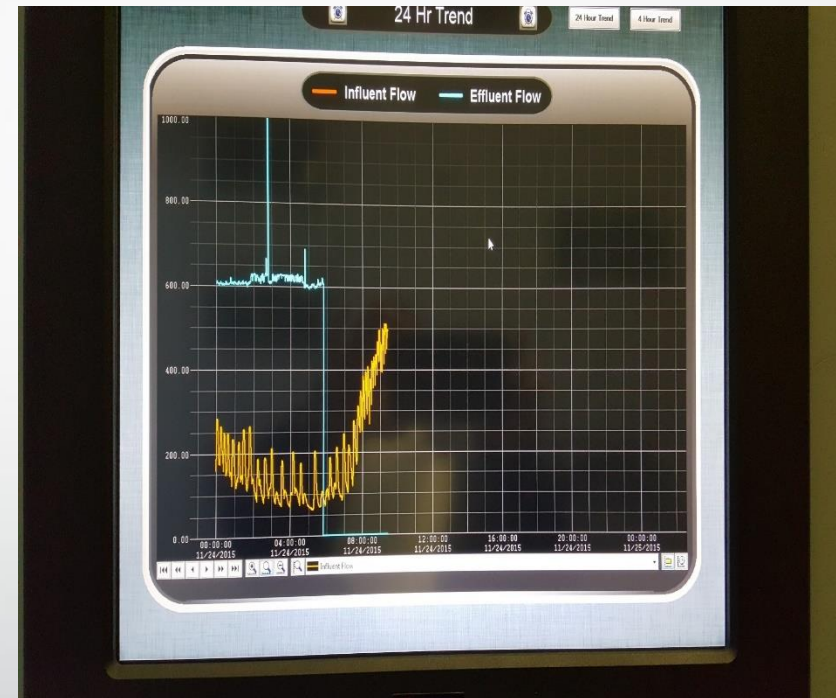
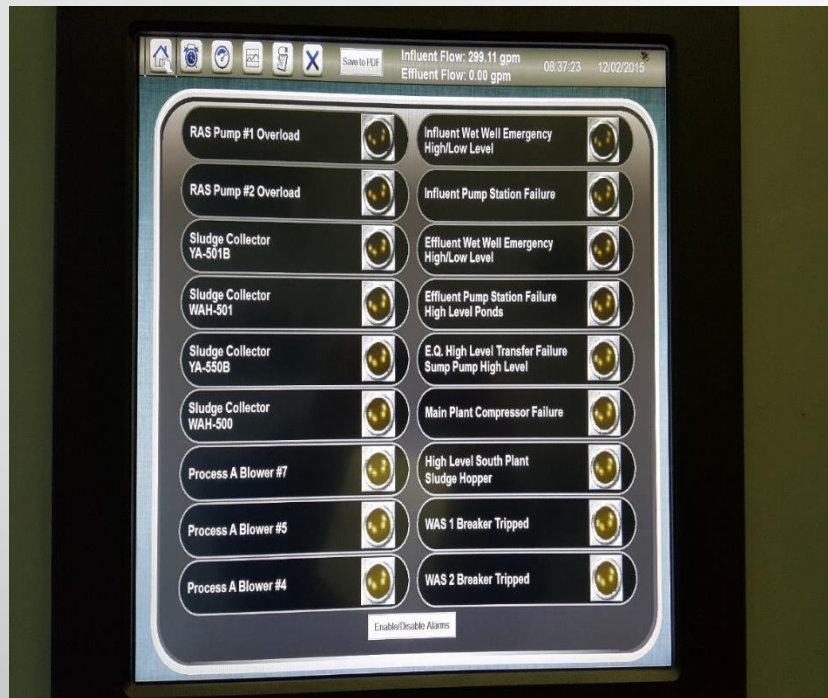
### SCADA controls return activated sludge pumps





# Wastewater Treatment & Collection System Plant Improvements December 2015

## Installed motion



# Wastewater Treatment & Collection System Plant Improvements

## December 2015

### Auto motion



# Wastewater Treatment & Collection System Plant Improvements December 2015

Put digester into proper operational status. It had never been cleaned



# Wastewater Treatment & Collection System Plant Improvements December 2015 Cleaned digester and repaired lines



# Wastewater Treatment & Collection System Plant Improvements

## December 2015

### Rebuilt filtronics & iron removal water plant completely automated system



# Wastewater Treatment & Collection System Plant Improvements

## December 2015

### Enhanced effluent quality



# Wastewater Treatment & Collection System Plant Improvements

## December 2015

### Rebuilt blower



# Wastewater Treatment & Collection System Plant Improvements

## December 2015

### Repaired the smaller blower





# Wastewater Treatment & Collection System Plant Improvements June 2016

Improved Operational Efficiencies – Removed sludge from the plant and made arrangements to have the sludge removed as it's produced



# Wastewater Treatment & Collection System Plant Improvements

June 2016

Staff replaced the degraded hand rails



# Wastewater Treatment & Collection System Plant Improvements

## August 2016

### Replaced the bypass valve at the grit chamber



# Wastewater Treatment & Collection System Plant Improvements August 2016

After the bypass valve was replaced they cleaned the lines



# Wastewater Treatment & Collection System Plant Improvements August 2016

After the bypass valve was replaced, they installed new asphalt. This was a major undertaking



# Wastewater Treatment & Collection System Plant Improvements August 2016

The department emptied the flow effluent equalization ponds and pumped sludge to the digesters



# Wastewater Treatment & Collection System Plant Improvements August 2016 Completed SCADA upgrades



# Wastewater Treatment & Collection System Plant Improvements

## August 2016

### SCADA upgrades for pump controls





# Wastewater Treatment & Collection System Plant Improvements

## August 2016

### Installed variable frequency drives



# Wastewater Treatment & Collection System Plant Improvements

August 2016

Fixed both effluent pumps and variable frequency drives. Pumps replaced and fully automated



# Wastewater Treatment & Collection System Plant Improvements August 2016

The flow effluent equalization ponds were emptied and cleaned



# Wastewater Treatment & Collection System Plant Improvements

August 2016

Replaced the Fiscalini Tank



# Wastewater Treatment & Collection System Plant Improvements

## August 2016 through October 2016

The fences along the perimeter of the plant were repaired

August 2016



October 2016



# Wastewater Treatment & Collection System Plant Improvements

## September 2016

### Replaced the Fiscalini Tank



# Wastewater Treatment & Collection System Plant Improvements September 2016 Installed new controls at lift station B<sub>4</sub>



# Wastewater Treatment & Collection System Plant Improvements September 2016

Completely rebuilt SR<sub>4</sub> well and fully automated with fail safe capability. They also painted the SR<sub>4</sub> building



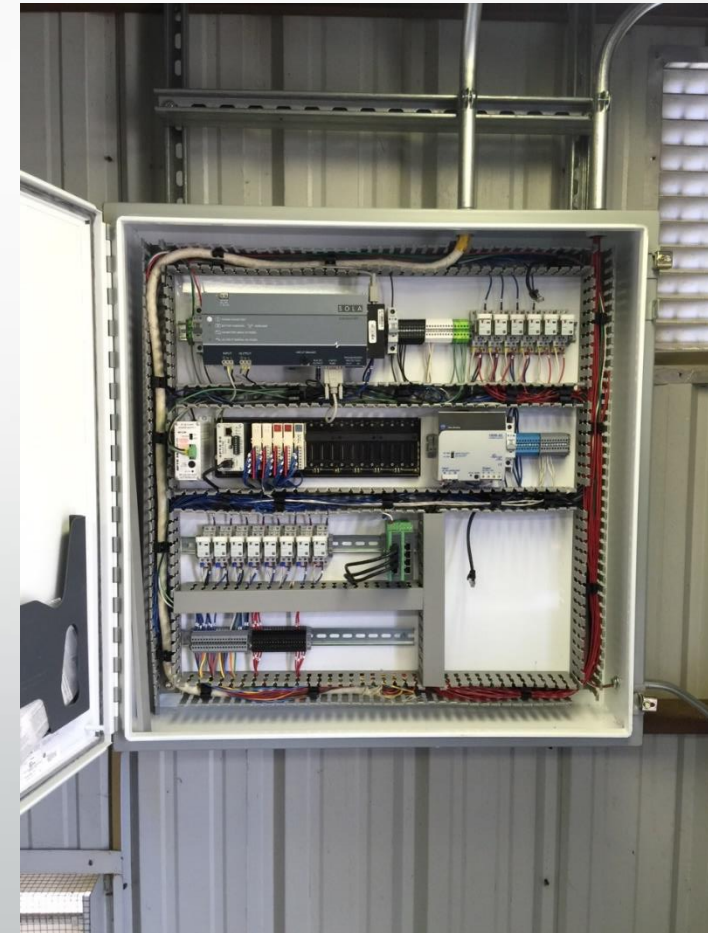
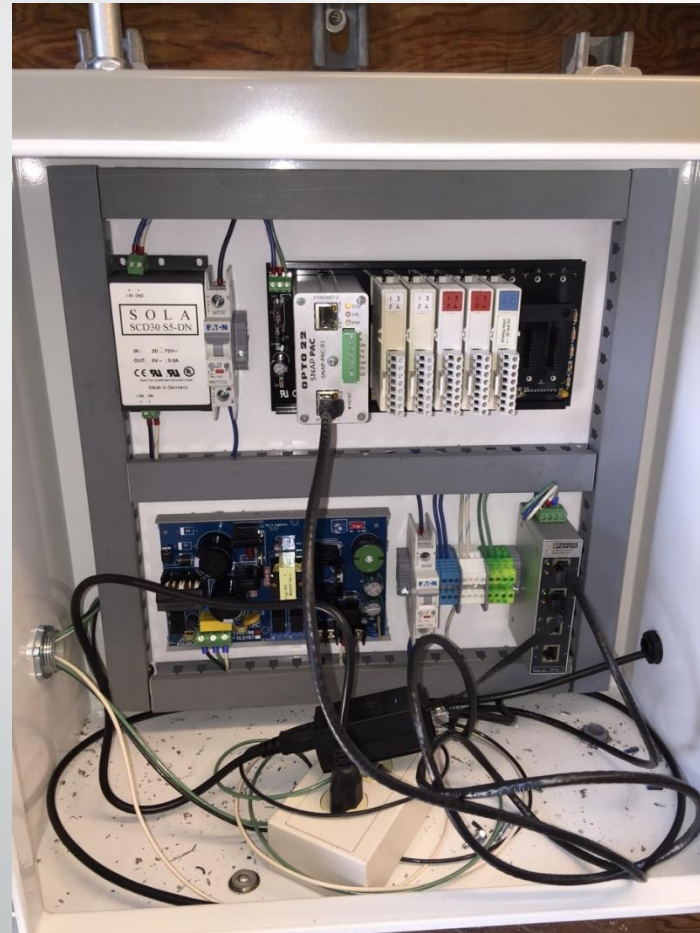


# Wastewater Treatment & Collection System Plant Improvements September 2016 They painted the SR<sub>4</sub> well tanks



# Wastewater Treatment & Collection System Plant Improvements October 2016

## Improvements to the control panels before and after pictures



# Wastewater Treatment & Collection System Plant Improvements October 2016

At least 45 manholes have been repaired and replaced  
Twenty manhole inserts have been installed, thus reducing intrusion and  
infiltration



This hole represents 5 gallons  
per  
minute of flow  
or  
7200 gallons per day  
from one manhole

# Wastewater Treatment & Collection System Plant Improvements October 2016

The staff identified manholes that needed access



## Wastewater Treatment & Collection System Plant Improvements November 2016

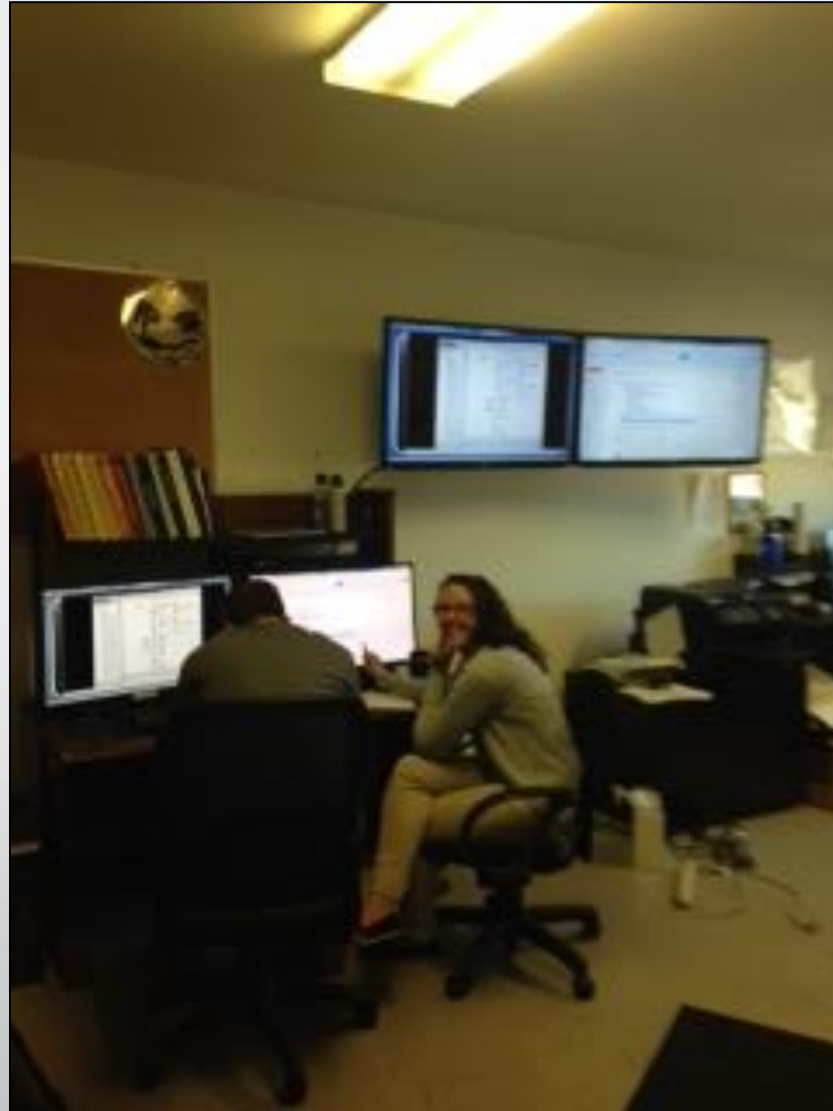
The 2" abandoned pipe on Pineridge was repaired on November 2, 2016  
Ongoing repairs to the distribution system continue



# Wastewater Treatment & Collection System Plant Improvements

## November 2016

### New SCADA and Programming was installed



# Wastewater Treatment & Collection System Plant Improvements November 2016

Both drive motors were replaced for clarifiers 1 and 2  
Both waste activated sludge pumps were replaced



# Wastewater Treatment & Collection System Plant Improvements

## November 2016

### New handrails were installed





# Wastewater Treatment & Collection System Plant Improvements December 2016

Sludge was collected in the new trailer and the digestors are functioning properly  
for the first time in many years  
It also reduced plant odor



# Wastewater Treatment & Collection System Plant Improvements

December 2016

The old lift station panel 9 was replaced



# Wastewater Treatment & Collection System Plant Improvements December 2016

All handrails have been completely painted



# Wastewater Treatment & Collection System Plant Improvements December 2016

Lift station 8 went live on SCADA and they are continuing upgrades to the lift stations



# Wastewater Treatment & Collection System Plant Improvements

## March 2017

VFD's are on both effluent pumps and they are programmed to handle flow direct from the clarifiers



# Wastewater Treatment & Collection System Plant Improvements

March 2017

The generator block heater was replaced and they serviced all of the above ground generators



# Wastewater Treatment & Collection System Plant Improvements

March 2017

Effluent pump #1 had a new discharge and was rebuilt

Both pumps had new 95% efficient motors installed

The old Miltonic's level control along with the rusted control panels was replaced with a transducer and a small junction box



## Wastewater Treatment & Collection System Plant Improvements March 2017

The rotating assembly was replaced in the pump that used to send sludge from the south tank to the north tank

We had replacement motors in stock for all motors on the screw press  
The Allen Bradley controls have been backed up for the screw press and the VFD was replaced

An extension for the discharge was installed on the screw press to allow the filling of the trailers

The trailers are now picked up when full  
The plant doesn't stockpile the sludge



# Wastewater Treatment & Collection System Plant Improvements March 2017

The aeration basin recirculation pumps were hard lined in

New davit cranes were installed to remove both RAS and WAS pumps

The hand rails on both the aeration basin and the clarifiers have been painted with a 25 year two part epoxy

The stairs and supports have been painted

RAS flow meter has been replaced and the second flow meter was installed

Both RAS and WAS are now controlled with SCADA

WAS pump #2 has been replaced along with the VFD



# Wastewater Treatment & Collection System Plant Improvements

March 2017

Blower #4 has been installed and the bearings on the two blowers have been replaced

The alarms have also been connected to SCADA



# Wastewater Treatment & Collection System Plant Improvements

## May 2017

Staff has continued to fix leaks

This leak was fixed at Kent Street (behind the Shell station)



This leak was fixed at Kent Street (behind the Shell station)



# Wastewater Treatment & Collection System Plant Improvements

## May 2017

Twenty five new PamRex water proof manhole covers were replaced on the 25 most needed manhole lids in the collection system



# Wastewater Treatment & Collection System Plant Improvements

May 2017  
Staff replaced old valves



# Wastewater Treatment & Collection System Plant Improvements

May 2017

Lift station 9 was approved for an electrical upgrade

The SCDA panel was moved to a safer location above ground and replaced with efficient controls



# Wastewater Treatment & Collection System Plant Improvements

June 2017

The department was unable to remove this welded manhole cover, so they replaced it with a water tight cover



# Wastewater Treatment & Collection System Plant Improvements

June 2017

Staff replaced the digester walkways





# Wastewater Treatment & Collection System Plant Improvements

June 2017

The lid was not attached to the lift station and the rings broke off, making it inaccessible

The department installed a new water tight lid



# Wastewater Treatment & Collection System Plant Improvements

## July 2017

Both lids are in a wetland and were weeping water months after the rains stopped  
They both have 4 holes in the top that allow water into the system with the smallest of rains

Manholes like this are big contributors to the heavy flows during winter rains

These are also very hard to access due to the wet ground

Now that we have a new lid and ring we will remove the tree that is working its way into the manhole.



# Wastewater Treatment & Collection System Plant Improvements July 2017

During heavy rains the manhole was underwater and not sealed  
A water tight lid and ring was installed



# Wastewater Treatment & Collection System Plant Improvements

## July 2017

A new panel was installed and is being used as a pull box  
All the breakers are now in the panel, outside the pump house



Before



After

# Wastewater Treatment & Collection System Plant Improvements

## July 2017

The first suction line was replaced at lift station B-3



# Wastewater Treatment & Collection System Plant Improvements

## July 2017

This is a section of the suction line that failed  
FRM was the contractor that installed the stainless steel suction line at the lift station  
CCSD staff replaced the 4 inch cast iron piping with PVC  
Holes had to be bored around the old piping to remove it



# Wastewater Treatment & Collection System Plant Improvements

## July 2017



The new electrical panel that was installed outside the pump house with SCADA

Staff can track this lift station from the WWTP or any remote location



This is accessible to the operator without the need of entering the pump house

This removed the old out-of-date electronics and replaced them with state of the art communications

This lift station was the first to have remote SCADA controls added along with backup controls for redundancy

In the future, all lift stations will be brought to this level of communication and capabilities

# Wastewater Treatment & Collection System Plant Improvements July 2017

The new clarifier drive was installed by FRM  
Before and after pictures





# Wastewater Treatment & Collection System Plant Improvements

## July 2017

The new suction line was installed



# Wastewater Treatment & Collection System Plant Improvements July 2017

The lift station 8 guide rails were replaced with stainless guide rails



# Water Department Improvements

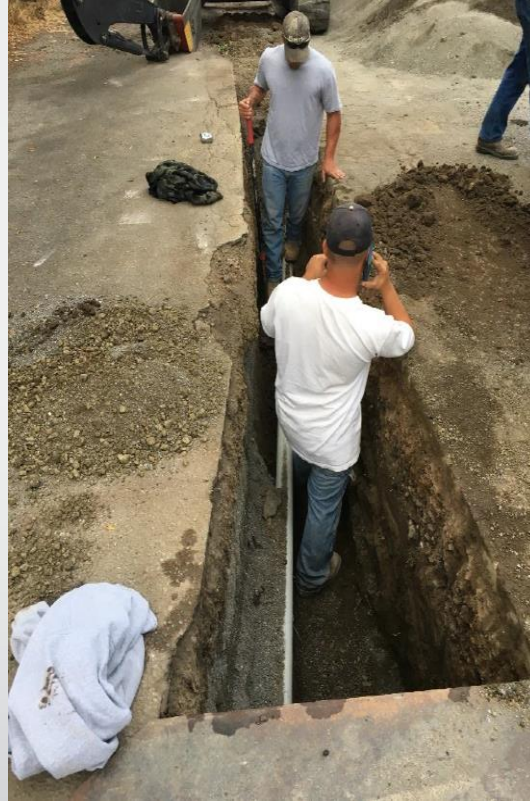
## July 2017

This is manhole cover was lifted 8 inches and the lid was replaced

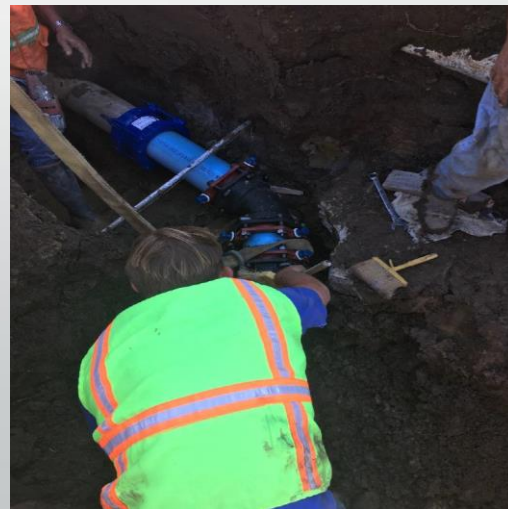


# Water Department Improvements October 2017

Work was done in the alley that runs parallel with Burton Drive



# Water Department Improvements October 2017 A leak was repaired on the Pembroke



# Wastewater Treatment & Collection System Plant Improvements November 2017

United Rentals delivered the new 6 inch pump and staff installed and tested it



# Wastewater Treatment & Collection System Plant Improvements

## November 2017

West Coast Trees cut down three pine trees at the WWTP and spread the chips around the plant entrance



# Wastewater Treatment & Collection System Plant Improvements December 2017

The pressure relief valve was purchased and used on the non-potable water system



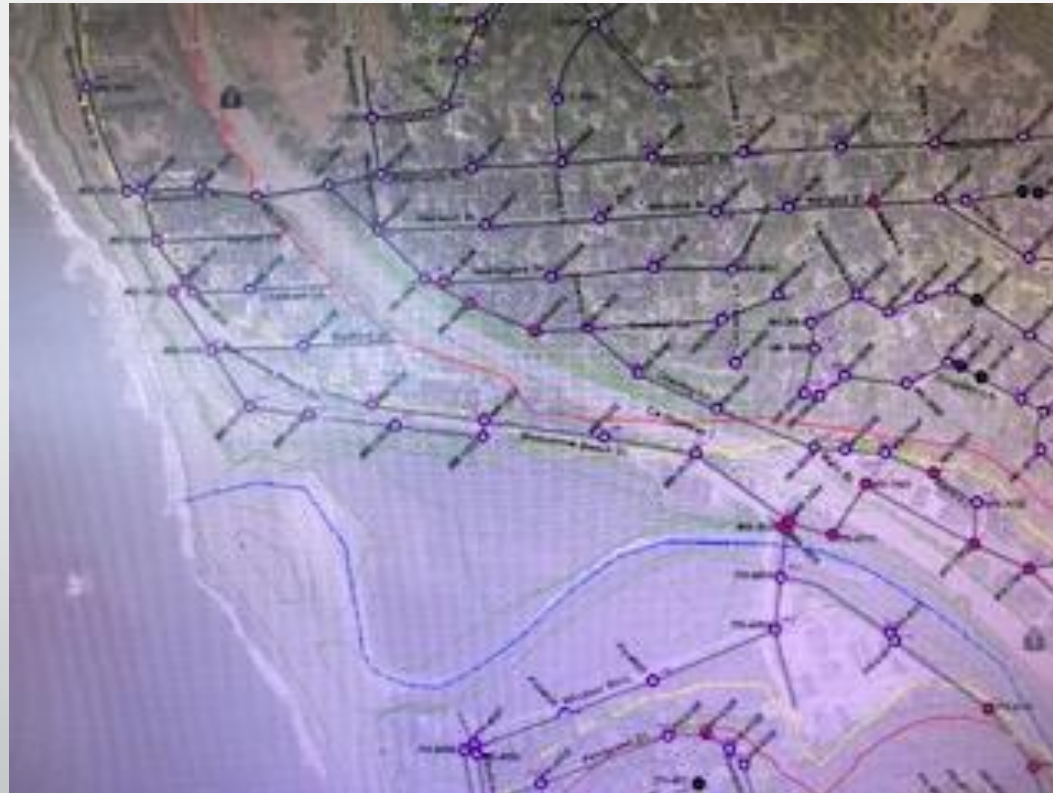


# Wastewater Treatment & Collection System Plant Improvements December 2017

This is a snapshot of the GIS map for the collection system

The program was added to the collection system

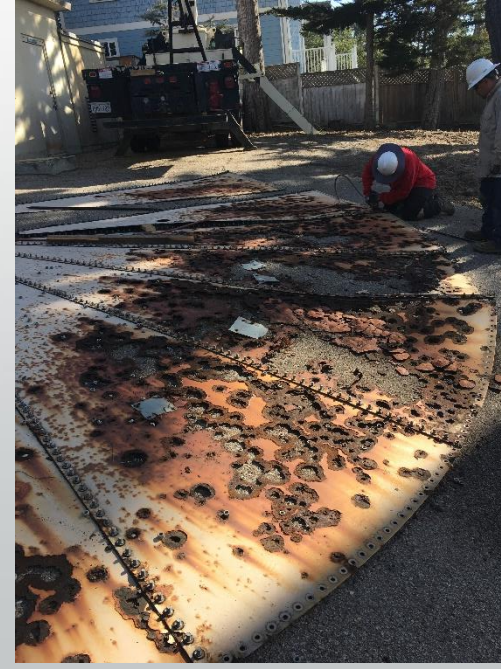
The department can step onto a manhole and find out what needs to be done and what has been done over the last year



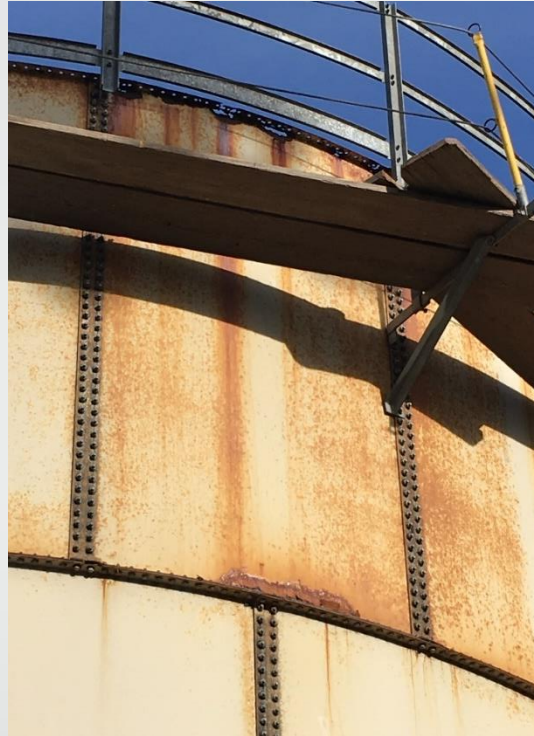
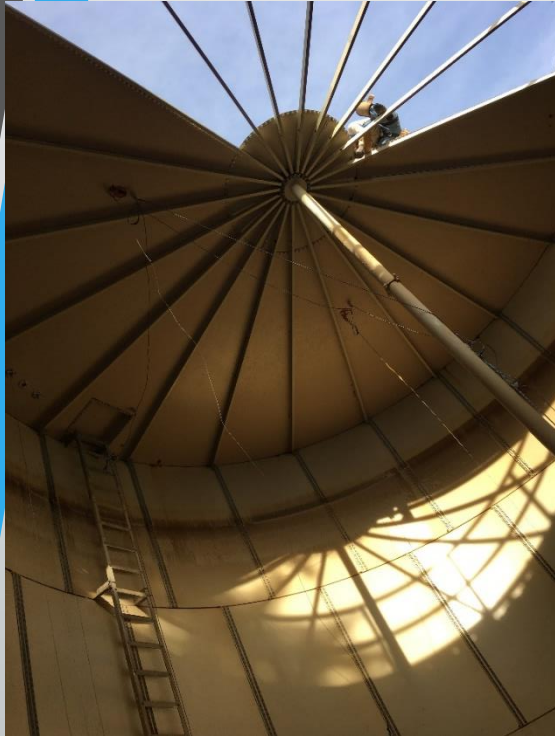
# Water Department - Stuart Street Tank Project

## January 2018

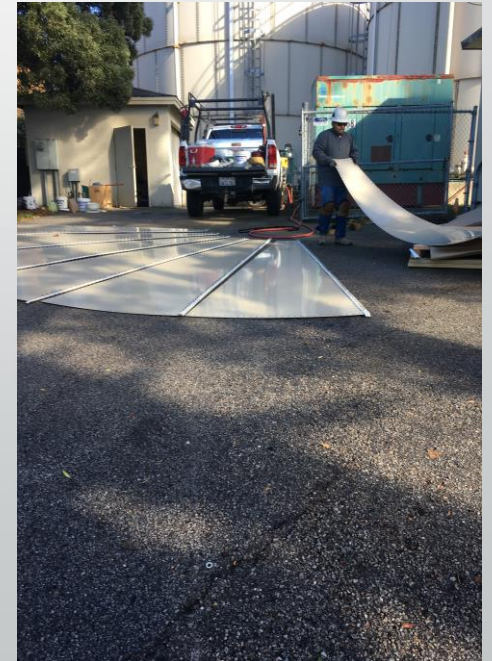
Superior Tank removed the most severely corroded roofing in January 2018. After removal of the roof and rust scale, it was determined that 3 shell panels were too far gone to bolt to. Everyone agreed that changing the contract to add the replacement of those shell panels would increase the likelihood that this tank can stay in service for the desired five more years. The cost and schedule to change out the panels while Superior was on site, with the adjacent roof off, is significantly lower than having them come back later.



# Water Department - Stuart Street Tank Project January 2018



# Water Department - Stuart Street Tank Project January 2018



# Water Department – Stuart Street Tank Project January 2018

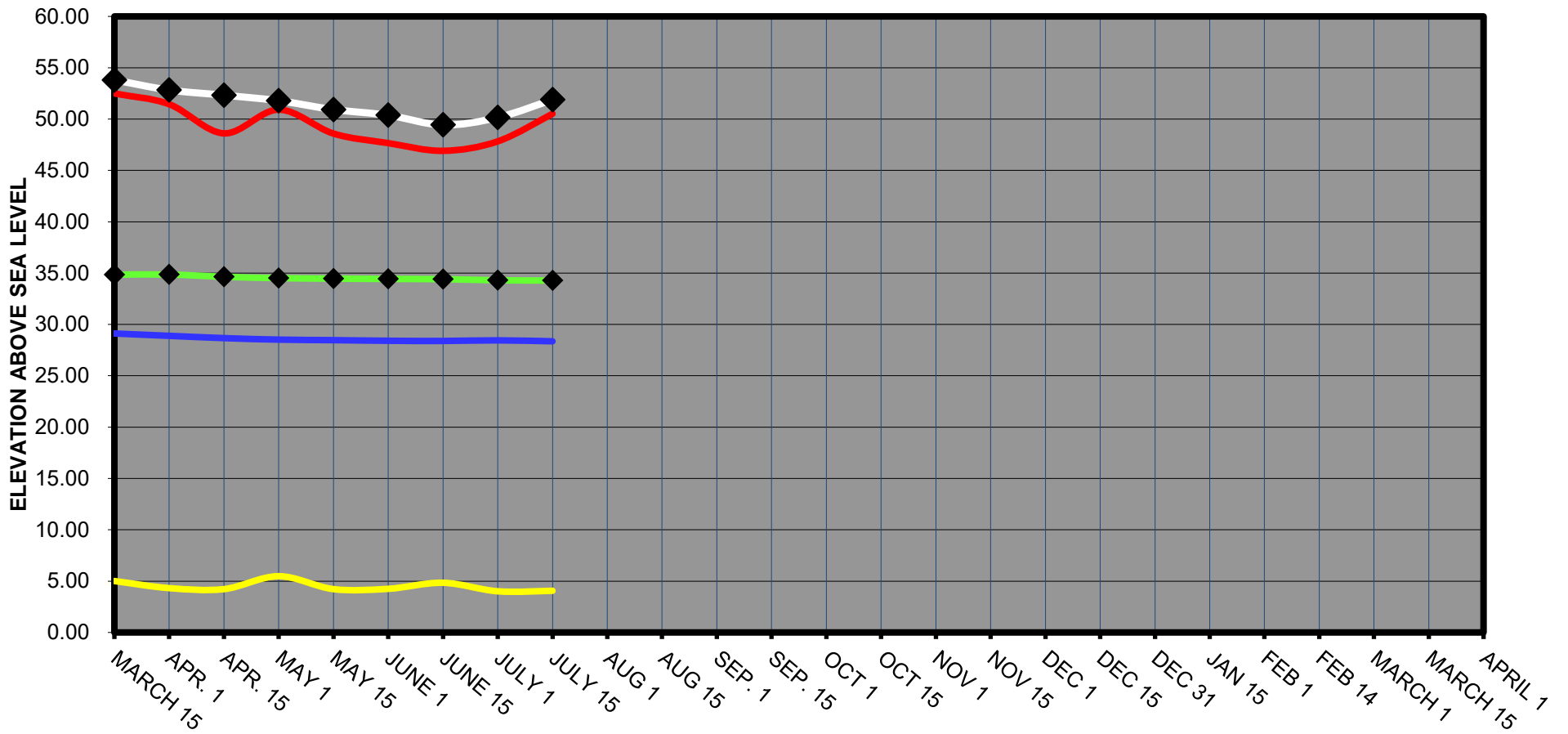
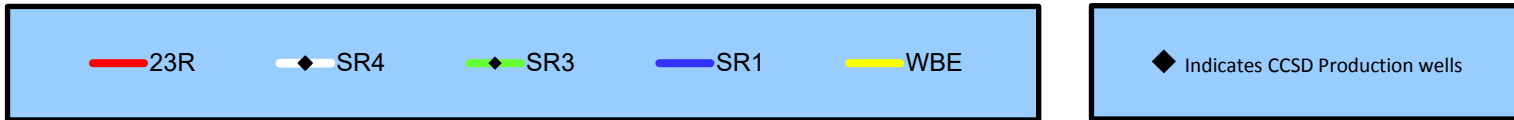


## Water Department Improvements January 2018

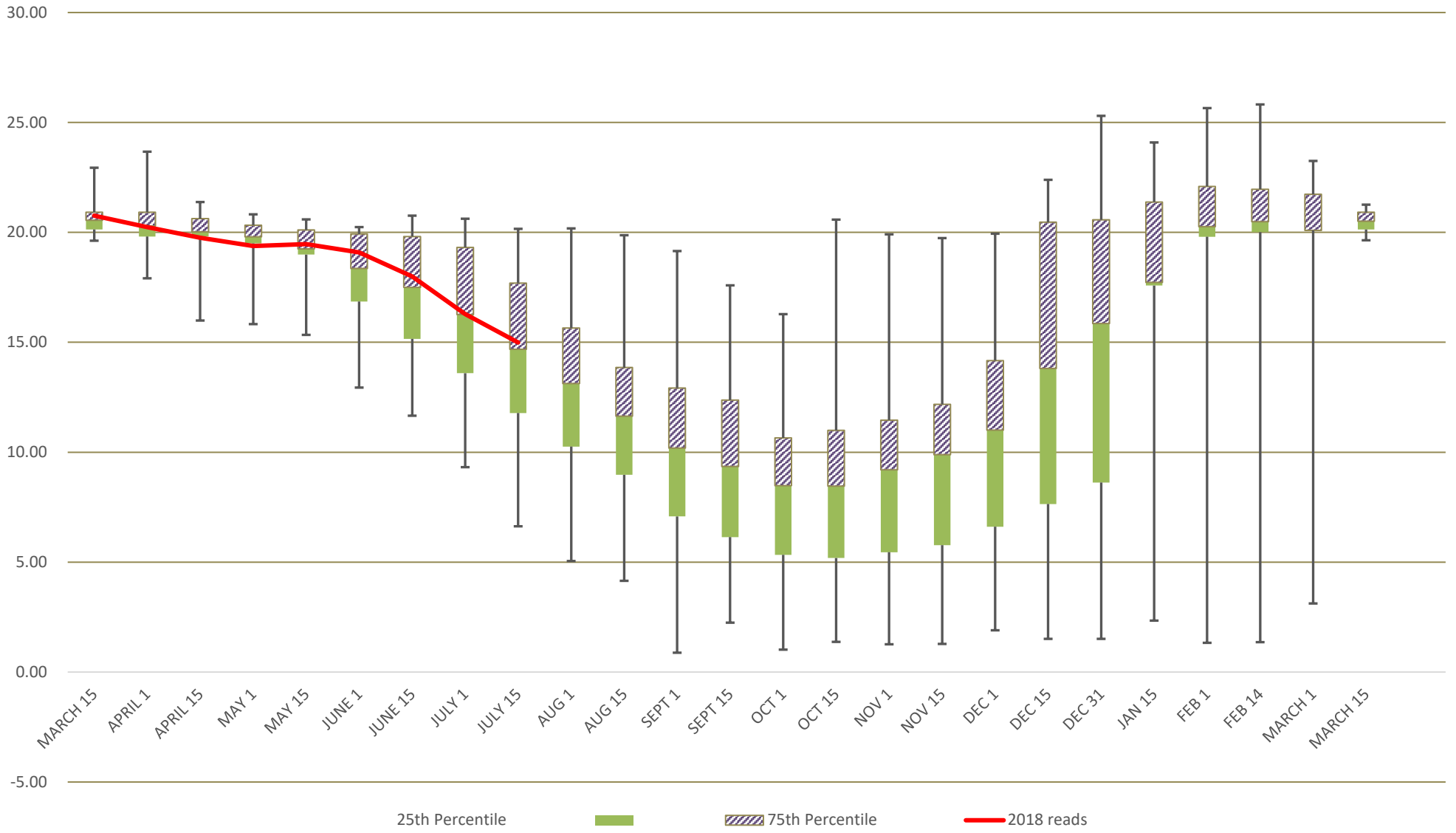
The water that goes through the regulator is for the chlorine analyzer and the turbidimeter for the entire SS wellfield  
This pressure regulator is located at SS3



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

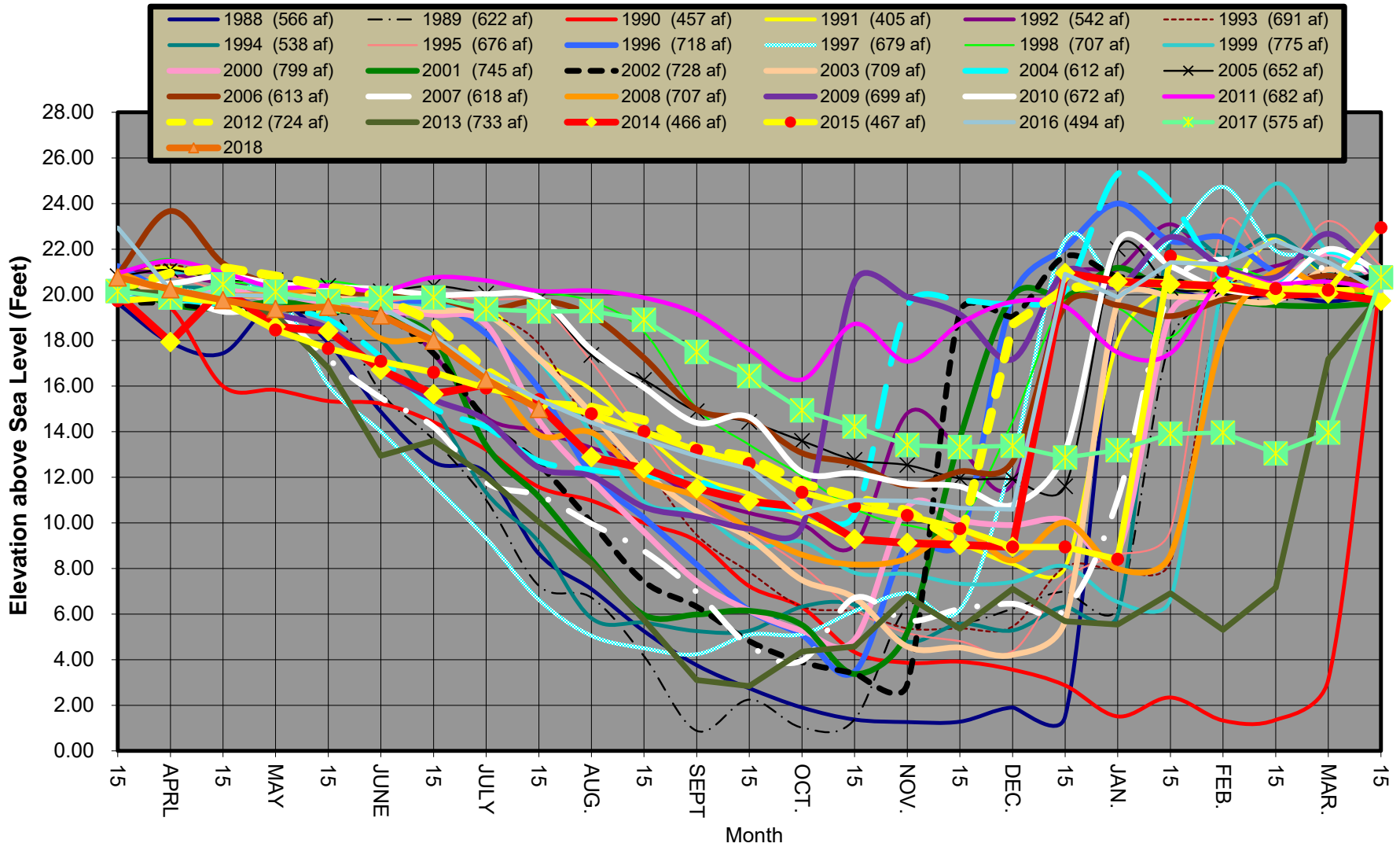


**1988 to Current Statistical San Simeon Well Level Summary by Month**  
**showing Minimums, Maximums, 25 % Percentile, 75% Percentile**  
**Average Level is the line between the Purple (hatched) and Green (solid) bars**

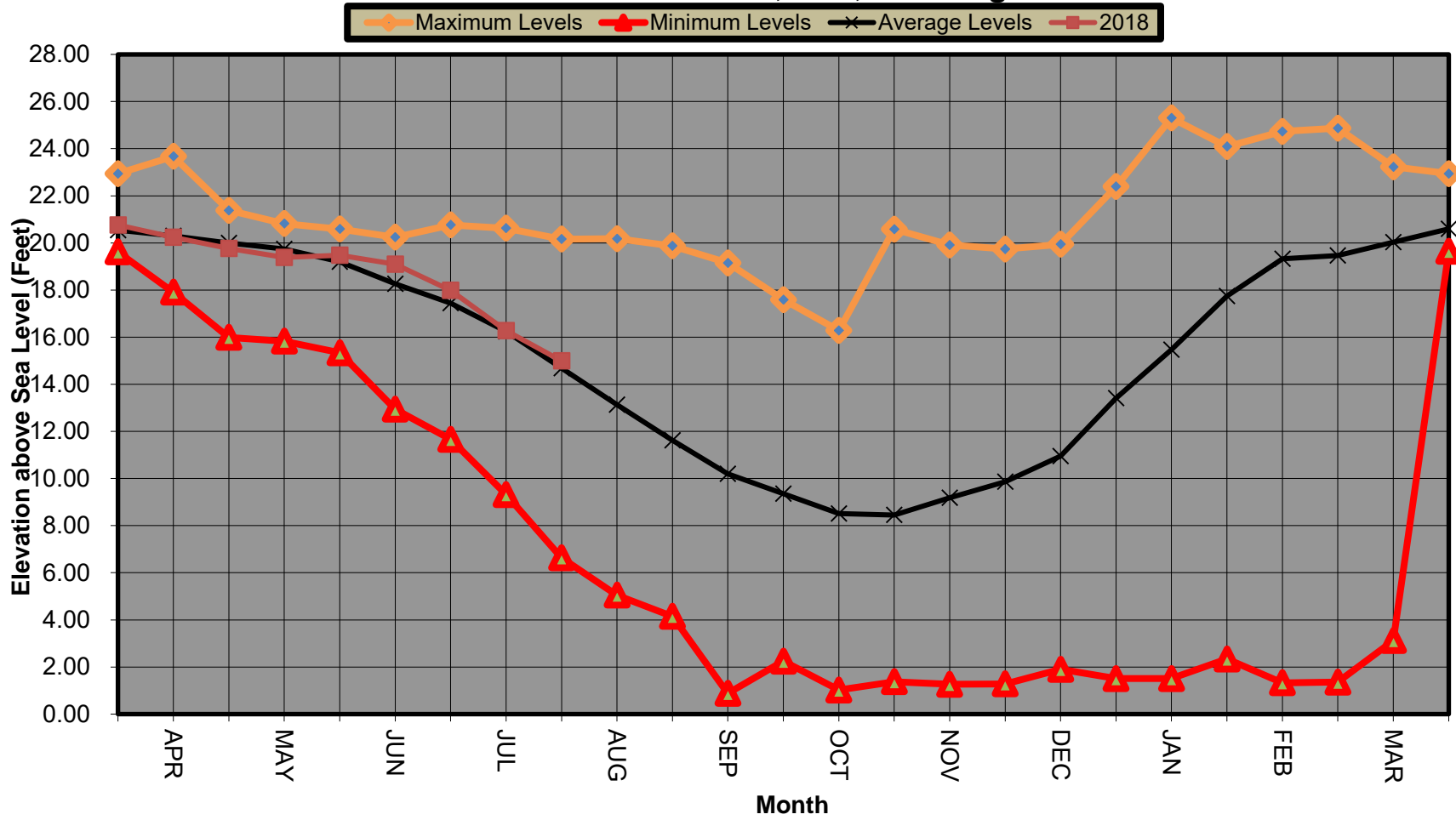




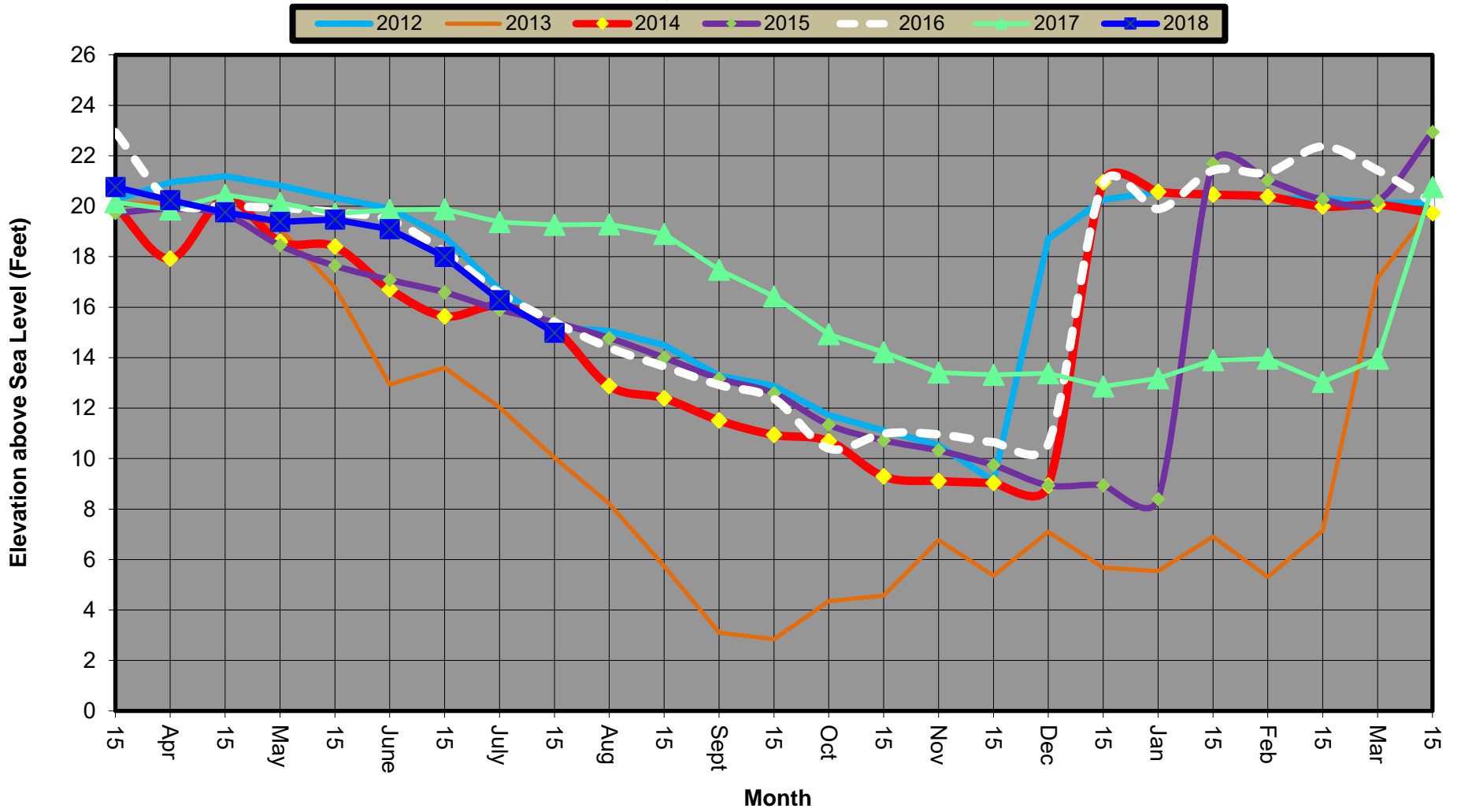
### San Simeon Creek Well Levels 1988 - Current



### 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



CAMBRIA COMMUNITY SERVICES DISTRICT  
WELL WATER LEVELS FOR 7/2/18

Well Code	Distance Ref. Point to Water Level	Reference Point Distance Above Sea Level	Depth of Water to Sea Level	Remarks
<b>SANTA ROSA CREEK WELLS</b>				
23R	35.59	83.42	47.83	
<b>SR4</b>	<b>31.85</b>	<b>82.00</b>	<b>50.15</b>	
SR3	20.00	54.30	34.30	
SR1	17.95	46.40	28.45	
RP#1		46.25		
RP#2		33.11		Not Read
21R3	9.25	12.88	3.63	40682
<b>WBE</b>	12.86	16.87	<b>4.01</b>	
WBW	13.25	17.02	3.77	
AVERAGE LEVEL OF CCSD SANTA ROSA WELLS SR1 & SR3 =				31.38 FEET
<b>CCSD SANTA ROSA WELL SR4 =</b>				<b>50.15 FEET</b>

**SAN SIMEON CREEK WELLS**

16D1	8.16	11.36	3.20	
MW4	12.53	15.95	3.42	
MW1	16.38	42.11	25.73	
MW2	15.65	38.10	22.45	
MW3	21.27	49.56	28.29	
9M1	40.00	65.63	25.63	
9P2	11.50	19.11	7.61	
9P7	11.72	20.69	8.97	
9L1	14.43	27.33	12.90	
RIW	13.85	25.41	11.56	
SS4	15.62	25.92	10.30	<b>SS4 to 9P2 Gradient = + 2.69</b>
MIW	14.73	29.89	15.16	
<b>SS3</b>	<b>17.63</b>	<b>33.73</b>	<b>16.10</b>	
<b>SS2</b>	<b>16.75</b>	<b>33.16</b>	<b>16.41</b>	
<b>SS1</b>	<b>16.03</b>	<b>32.37</b>	<b>16.34</b>	
11B1	23.25	105.43	82.18	
11C1	17.80	98.20	80.40	
PFNW	15.72	93.22	77.50	
10A1	26.24	78.18	51.94	
10G2	19.75	62.95	43.20	
10G1	18.10	59.55	41.45	
10F2	26.24	66.92	40.68	
10M2	23.59	55.21	31.62	
9J3	17.51	43.45	25.94	
lagoon	20.45			mitigation erosion none

**AVERAGE LEVEL OF CCSD SAN SIMEON WELLS SS1,SS2 & SS**

**16.28 FEET**

revised 6/6/16

**Red Font are the CCSD's Production Wells, as measured on 7/2/18**

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







**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
<b>1992</b>	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	<b>1992</b>
	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	
	<b>SS &amp; SR TOTAL</b>	<b>46.10</b>	<b>42.50</b>	<b>46.00</b>	<b>55.60</b>	<b>64.50</b>	<b>64.20</b>	<b>67.60</b>	<b>69.90</b>	<b>61.30</b>	<b>57.90</b>	<b>53.50</b>	<b>48.60</b>	<b>677.70</b>	
<b>1991</b>	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	<b>1991</b>
	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	
	<b>SS &amp; SR TOTAL</b>	<b>42.20</b>	<b>36.20</b>	<b>33.20</b>	<b>39.70</b>	<b>48.70</b>	<b>49.60</b>	<b>55.10</b>	<b>56.40</b>	<b>50.70</b>	<b>49.00</b>	<b>46.10</b>	<b>48.80</b>	<b>555.70</b>	
<b>1990</b>	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	<b>1990</b>
	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	
	<b>SS &amp; SR TOTAL</b>	<b>54.40</b>	<b>47.80</b>	<b>55.78</b>	<b>62.78</b>	<b>63.76</b>	<b>59.13</b>	<b>62.30</b>	<b>60.20</b>	<b>52.55</b>	<b>51.60</b>	<b>48.70</b>	<b>44.80</b>	<b>663.80</b>	
<b>1989</b>	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	<b>1989</b>
	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	
	<b>SS &amp; SR TOTAL</b>	<b>51.00</b>	<b>47.90</b>	<b>53.90</b>	<b>62.90</b>	<b>71.00</b>	<b>75.70</b>	<b>87.10</b>	<b>88.90</b>	<b>78.30</b>	<b>61.30</b>	<b>60.20</b>	<b>58.80</b>	<b>797.00</b>	
<b>1988</b>	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	<b>1988</b>
	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	
	<b>SS &amp; SR TOTAL</b>	<b>51.20</b>	<b>57.90</b>	<b>63.20</b>	<b>63.60</b>	<b>73.10</b>	<b>74.90</b>	<b>81.20</b>	<b>86.60</b>	<b>77.90</b>	<b>72.30</b>	<b>62.60</b>	<b>55.00</b>	<b>819.50</b>	



**BALANCE PUBLIC RELATIONS:  
CAMBRIA COMMUNITY SERVICE  
DISTRICT—Monthly Report**



## ACTIVITIES REPORT

### PROJECT SUMMARY

REPORT DATE	PROJECT NAME	PREPARED BY
<b>July 16, 2018</b>	Cambria Community Services District	Dean Florez, Lobbyist Consultant

### STATUS SUMMARY

Board Members:

Please find below BPR's activity report:

1. Hours Worked and Expended
2. Explicit Description on meeting/gathering/workshop attended.
3. Explicit dates of meetings and purpose.
4. Summary Narrative of the month activities

### SPECIFIC WORK FLOW

TASK	HOURS	DATE	PURPOSE	NOTES
Legislative Work	5	June 22	Water Rights Issue—Legislative solutions. Reactivation of AB 2815 (Gray)	Resolving timing of water rights potential spot bill. Water Fix may cause this bill to reactivate.
Regulatory Work	4	June 23	State Water Regulatory Meeting regarding Scott McFarland—staff timing discussion	Water Rights Prioritization
Legislative Meetings	8	June 25	Meeting with members Assembly and Senate Water Committee staff and members.	AB 2815 (Gray)
Regulatory Work	4	June 26	Workload issues surrounding Water Fix and its constraint on timing of Cambria application.	Water Rights Prioritization
Administrative Work	1	June 27	Call with GM	Board Priorities
Legislative Work	8	June 27	Meeting with legislative staff on water right prioritization under Arambula AB 2649	Possible amended language that would speed the

**BALANCE PUBLIC RELATIONS: CAMBRIA COMMUNITY SERVICE DISTRICT—**  
**Monthly Report** Page 2

				process for Cambria discussions.
Administrative	1	June 28	Call with Board President Amanda Rice on Board items and Senator Hertzberg Legislation SB 1216	Board Items
Regulatory Work	4	June 29	Data gathering and financial work for I-Bank, Governor's office	Water discussions on new additional Cambria projects. -I-Bank
Regulatory Work	4	June 30	State Parks discussion on equipment use and agreement on sharing of data with State regulators.	The right of entry progress has been resolved from an operational standpoint with the Department of State Parks, however, BPR will continue to monitor various issues that will impede the District and the current arrangement for access and equipment moving forward and clear this approval with the Coastal Commission upon stated on concerns.
Administrative Work	1	June 27	Call with GM	Board Priorities
Legislative Work	7	July 3	Bill Tracking and Updates—Items including Water Tax budget bill language.	Legislative analysis of water tax bill moving through budget conference committees—reformulated in new upcoming bill.
Legislative Work	6	July 5	Bill Tracking and Updates—Items including Water Tax budget bill language and committee analysis.	COMMITTEES— REFORMULATED IN NEW UPCOMING SESSION.
Administrative Work	1	July 6	Call with GM	Board Priorities
Regulatory Work	7	July 10	STATE WATER RESOURCES CONTROL BOARD MEETING	Urban Water Conservation Discussion and Update
Regulatory Work	5	July 11	Coastal Commission Meeting: Santa Cruz	Coastal Cleanup Efforts & Education. Legislative Report. 2019 Meeting Schedule and Date/Location Selection.
Regulatory Work	5	July 12	Coastal Commission Meeting: Santa Cruz	Clemence-Lucas Vacation Rental Denial in Cambria. Issue was single family home intended use as a residential vacation rental.
Regulatory Work	5	July 13	Coastal Commission Meeting: Santa Cruz	Reports on emergency permits and extensions and Morro Bay Power plant decommission.

**BALANCE PUBLIC RELATIONS: CAMBRIA COMMUNITY SERVICE DISTRICT**—  
**Monthly Report** Page 3

Regulatory Work	5	July 14	I-bank Visit preparation of Material for GM travel to Sacramento. Items for discussion, agenda and submittal documents.	Pending rate decisions by the Board, BPR will continue its work with the I-Bank's Infrastructure State Revolving Fund (ISRF Program)
Administrative Work	2	July 15	Cambria Update Preparation Submittal	Board Report

**SUMMARY HOURS UTILIZED**

CATAGORY	HOURS
Administrative	6
Regulatory Work	43
Legislative	34
Travel	18
<b>TOTAL MONTHLY HOURS EXPENDED</b>	<b>101</b>

### Public Records Requests and Responses

There were 5 Public Record Requests received since June 28, 2018 by the following citizens. The listing below is representative of the request and does not necessarily reflect the extensive nature of each request.

**6/26/2018:** David Hill 1. I'm requesting the fire incident report for 1145 Pinewood.

On June 26, 2018, the CCSD responded to David Hill's 6/26/2018 Public Records Request with the following:

Enclosed is the fire incident report for 1145 Pinewood.

**6/28/2018:** Kathe Tanner 1. Please send me any documents about the purchase of the truck for the plant operator, such as a sales receipt that shows details about year, model, mileage, etc. 2. Also, employment information and the resume for James Green.

On July 2, 2018, the CCSD responded to Kathe Tanner's 6/28/2018 Public Records Request with the following:

1. The Chief Plant Operator's truck purchase documents are available for review at the Cambria Community Services District Administration Office. Please call Haley Dodson at (805) 927-6235 to schedule an appointment to review the documents. However, if you'd like us to copy each document, we'd be happy to provide you with an estimate for a deposit in order to pay for the copies requested.

2. We recognize that we have a duty under the Public Records Act to make a good faith effort to search for documents that are responsive to your request. Please narrow your request to specific identifiable documents or records. We are happy to assist you in your efforts to identify specific documents. However, there are no documents responsive to your request with regards to a resume.

**7/3/2018:** Kathe Tanner 1. I also need the information about James Green, such as his resume, his responsibilities and his salary, or if the latter isn't available, at least the salary range for his position.

On July 5, 2018, the CCSD responded to Kathe Tanner's 7/3/2018 Public Records Request with the following:

On July 2, 2018 we responded that there are no documents responsive to your request with regards to a resume. Enclosed is the Chief Plant Operator (CPO) for the Sustainable Water Facility position description and the CCSD salary schedule.

**7/9/2018:** Kathe Tanner 1. I am hereby formally requesting any information and any documentation on the firing or "letting go" of Rudy Hernandez and the arrangements to replace him.

On July 19, 2018, the CCSD responded to Kathe Tanner's 7/9/2018 Public Records Request with the following:

The CCSD is in receipt of your Public Records Act request, wherein you ask for copies of all “documentation on the firing or ‘letting go’ of Rudy Hernandez and the arrangements to replace him.” There are no documents that the District is able to produce regarding Mr. Hernandez’s departure that are responsive to your request. The only records that the CCSD has are exempt pursuant to Government Code Section 6254, subdivision (c). Enclosed is the document that is responsive to the remainder of your request.

**7/10/2018:** Amanda Rice 1. Please consider the request for the four expenditure reports (10/2016, 11/2017, 2/2018 and 3/2018) a formal public records request, which allows your staff up to 10 days to respond or ask for more time.

On July 20, 2018, the CCSD responded to Amanda Rice’s 7/10/2018 Public Records Request with the following:

We have searched diligently for documents related to your Public Records Request and we have identified four documents that are responsive to your request. Enclosed is the October 2016 expenditure report in excel, November 2017 expenditure report, February 2018 expenditure report and March 2018 expenditure report. Unfortunately, the November 2017 expenditure report, February 2018 expenditure report and March 2018 expenditure report is not available in excel. Please contact me at (805) 927-6223 if you have questions.

**BOARD OF DIRECTORS' MEETING-JULY 26, 2018**  
**FINANCE MANAGER'S REPORT**

**FINANCIAL REPORTS FOR THE FISCAL YEAR ENDING JUNE 30, 2018**

Attached for your review are reports comparing the Revenue and Expenditures to date for 2017/2018 Fiscal Year (FY 17/18) to the amounts budgeted. As noted, the activity for FY 17/18 is not final and the amounts are unaudited.

**CASH BALANCES AS OF JUNE 30, 2018 AND FOR THE PROCEEDING 4 YEARS**

Attached for your review is a report showing the cash balances as of June 30 for the past five years. This report includes the balances of all bank accounts (Main Checking Account, Payroll Checking Account, Money Market Account, Health Reimbursement Account (HRA) Account and Vet's Hall Account) as well as the balance in the Local Agency Investment Account (LAIF). It also shows the increase or decrease from the proceeding year. The June 30, 2018 balance is not audited while the balances for the prior years are audited.

**CAMBRIA COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS' MEETING-JULY 26, 2018  
FINANCIAL INFORMATION FOR FISCAL YEAR 2017/2018**

The following spreadsheets are to show the results of the District's operations for Fiscal Year 2017/2018. (FY 17/18) as of June 30, 2018. It is important to note that these are not final results for the fiscal year. Some revenue, particularly property taxes and special assessments related to FY 17/18 is still to be received. Some expenditures will also be made. In addition, activities not related to cash inflows and outflows will be made as year-end accruals have yet to be recorded. These accruals includes Payroll Payable as the first payroll done in July, 2018 includes one week in June. It is expected that more detailed results, which will include most, if not all, of the remaining activity for FY 17/18 will be presented at the August Board of Directors' meeting.

The following comments are to assist the readers of the attached spreadsheets:

Each page is for a given department.

With the exception of Allocated Overhead, the amounts shown on the Activity as of June 30, 2018 are the results of cash inflows and cash outflows.

The FY 2017/2018 row are the amounts from the budget approved on June 22, 2107 and the Mid-Year Budget adjustments approved March 22, 2018.

The Comments are overages or shortages for a given line item in the FY 17/18 Budget. Generally, only differences of \$10,000 or more are listed.

No transfers from reserves are included in the Activity as of 6/30/18 are included as these are done after all other activity is accounted for.

**CAMBRIA COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS' MEETING-JULY 26, 2018  
FINANCIAL INFORMATION FOR FISCAL YEAR 2017/2018**

FUND:	General (01)	Personal Services Expenditures	Services & Supplies Expenditures	Capital Outlay Expenditures	Debt Service Expenditures	Allocated Overhead	Total Department Expenditures	Surplus / (Deficit)
DEPARTMENT:	Fire (01)							
Activity as of 6/30/18	Sources Of Funds	2,114,178	1,627,658	283,130	46,774	134,151	321,704	2,413,417
FY 2017/2018 Budget		2,411,449	1,533,581	373,101	37,673	145,390	321,704	2,411,449
Difference		(297,271)	94,077	(89,971)	9,101	(11,239)	0	1,968
								(299,239)
Comments:								
Mutual Aid Reimb.	20,491							
Miscellaneous Revenue	16,377							
County Prop Tax Admin	(23,422)							
Property Tax	(39,346)							
Fire Benefit Assessment	(35,292)			(15,000)				
SAFER Grant	(35,663)			(11,381)				
Per. Protection Grant	(75,800)			(12,352)				
GF Reserves-Budget	(84,000)			(35,836)				
GF Reserves-MY Budget	(38,082)			15,405				
	(294,737)			(59,164)				
Salaries & Wages		47,332						
Overtime		59,836						
Medical Insurance		(14,475)						
Medical Reimbursement		10,800						
		103,493						



**CAMBRIA COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS' MEETING-JULY 26, 2018  
FINANCIAL INFORMATION FOR FISCAL YEAR 2017/2018**

FUND: General (01)  
DEPARTMENT: Facilities & Resources (02)

	Sources Of Funds	Personal Services Expenditures	Services & Supplies Expenditures	Capital Outlay Expenditures	Debt Service Expenditures	Allocated Overhead	Total Department Expenditures	Surplus / (Deficit)
Activity as of 6/30/18	606,124	369,540	163,294	0	13,915	102,298	649,047	(42,923)
FY 2017/2018 Budget	653,126	349,918	186,989	0	13,921	102,298	653,126	0
Difference	<u>(47,002)</u>	<u>19,622</u>	<u>(23,695)</u>	<u>0</u>	<u>(6)</u>	<u>0</u>	<u>(4,079)</u>	<u>(42,923)</u>

Comments:

Property Tax (14,837)  
County Prop Tax Admin (8,611)  
GF Reserves-MY Budget (15,000)  
(38,448)

Salaries & Wages 12,022  
12,022

**CAMBRIA COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS' MEETING-JULY 26, 2018  
FINANCIAL INFORMATION FOR FISCAL YEAR 2017/2018**

FUND: General (01)  
DEPARTMENT: Administration (09)

	Sources Of Funds	Personal Services Expenditures	Services & Supplies Expenditures	Capital Outlay Expenditures	Debt Service Expenditures	Allocated Overhead	Total Department Expenditures	Surplus / (Deficit)
Activity as of 6/30/18	1,849,375	1,268,157	593,991	45,282	0	0	1,907,430	(58,055)
FY 2017/2018 Budget	1,854,161	1,235,193	525,708	68,232	0	0	1,829,133	25030
Difference	(4,786)	32,964	68,283	(22,950)	0	0	78,297	(83,085)

Comments:  
Salaries & Wages

55,143
<u>55,143</u>

Insurance (84,827)  
M&R Computer Services 13,248  
Professional Services District Counsel\* 87,574  
Professional Services Legal Services 41,641  
Temporary Help 12,263

<u>69,899</u>
---------------

Purchase Administrative Software (17,500)  
Purchase Administrative Office\*\* (15,732)  
Replace Servers 10,282

<u>(22,950)</u>
-----------------

\*District Counsel costs are directly charged to other departments when, after an analysis of the charges, the charges directly relate to that department. This process has not been completed since October, 2017 and once done, will reduce this deficit.

\*\*Originally budget amount was \$70,732, which was reduced by \$55,000 in the Mid-Year Budget.

**CAMBRIA COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS' MEETING-JULY 26, 2018  
FINANCIAL INFORMATION FOR FISCAL YEAR 2017/2018**

FUND: General (01)  
DEPARTMENT: Parks and Recreation (16)

	Sources Of Funds	Personal Services Expenditures	Services & Supplies Expenditures	Capital Outlay Expenditures	Debt Service Expenditures	Allocated Overhead	Total Department Expenditures	Surplus /(Deficit)
Activity as of 6/30/18	231,673	0	12,574	341,626	0	49,513	403,713	(172,040)
FY 2017/2018 Budget	397,048	0	11,157	336,378	0	49,513	397,048	0
Difference	<u>(165,375)</u>	<u>0</u>	<u>1,417</u>	<u>5,248</u>	<u>0</u>	<u>0</u>	<u>6,665</u>	<u>(172,040)</u>

Comments:

Prop 1A Reserves (131,486)  
Projected Prop. Tax (2,688)  
GF Reserves-MY Budget (33,578)  
(167,752)

**CAMBRIA COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS' MEETING-JULY 26, 2018  
FINANCIAL INFORMATION FOR FISCAL YEAR 2017/2018**

FUND: Water (11)  
DEPARTMENT: Water (11)

	Sources Of Funds	Personal Services Expenditures	Services & Supplies Expenditures	Capital Outlay Expenditures	Debt Service Expenditures	Allocated Overhead	Total Department Expenditures	Surplus /(Deficit)
Activity as of 6/30/18	2,721,748	826,068	660,098	34,972	9,611	909,348	2,440,097	281,651
FY 2017/2018 Budget	2,692,916	839,093	727,238	64,000	9,886	909,348	2,549,565	143,351
Difference	28,832	(13,025)	(67,140)	(29,028)	(275)	0	(109,468)	138,300

Comments:

Service Sales 102,688  
Remodel Fees (36,693)  
Wait List Fees (40,089)  
25,906

M&R Water Distribution 126,559  
M&R Meters 18,137  
M&R Grounds (12,675)  
Unplanned Maintenance (98,156)  
Government Fees (17,917)  
Electricity (14,406)  
Government Fees (17,917)  
Lab Test (17,473)  
(33,848)

Stuart Street Tank Repair

(29,028)

**CAMBRIA COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS' MEETING-JULY 26, 2018  
FINANCIAL INFORMATION FOR FISCAL YEAR 2017/2018**

FUND:	Wastewater (12)									
DEPARTMENT:	Wastewater (12)									
	Sources Of Funds	Personal Services Expenditures	Services & Supplies Expenditures	Capital Outlay Expenditures	Debt Service Expenditures	Allocated Overhead	Total Department Expenditures	Surplus / (Deficit)		
Activity as of 6/30/18	2,158,003	747,388	732,829	117,277	159,496	461,098	2,218,088	(60,085)		
FY 2017/2018 Budget	2,190,928	730,009	755,325	85,000	159,496	461,098	2,190,928	0		
Difference	<u>(32,925)</u>	<u>17,379</u>	<u>(22,496)</u>	<u>32,277</u>	<u>0</u>	<u>0</u>	<u>27,160</u>	<u>(60,085)</u>		
Comments:										
Service Sales	53,853									
GF Reserves-budget	<u>(85,000)</u>									
	<u>(31,147)</u>									
M&R Lift Stations			24,435							
Emergency Events			(30,596)							
Professional Services-Miscellaneous			(57,241)							
Outside Services			28,721							
			<u>(34,681)</u>							
Handrails				29,185						
6" Portable Pump				53,204						
Influent Screen Installation				(50,112)						
				<u>32,277</u>						

**CAMBRIA COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS' MEETING-JULY 26, 2018  
FINANCIAL INFORMATION FOR FISCAL YEAR 2017/2018**

FUND: SWF-Operations (39)  
DEPARTMENT: Sustainability Water Facility Operations (25)

	Sources Of Funds	Personal Services Expenditures	Services & Supplies Expenditures	Capital Outlay Expenditures	Debt Service Expenditures	Allocated Overhead	Total Department Expenditures	Surplus /(Deficit)
Activity as of 6/30/18	903,732	6,122	470,473	71,920	659,426	0	1,207,941	(304,209)
FY 2017/2018 Budget	921,446	130,176	197,250	0	659,426	0	986,852	(65,406)
Difference	<u>(17,714)</u>	<u>(124,054)</u>	<u>273,223</u>	<u>71,920</u>	<u>0</u>	<u>0</u>	<u>221,089</u>	<u>(238,803)</u>

Comments:

Transfer From GF-IMY Adj. (25,000)

Salaries & Wages (79,289)  
Benefits (44,765)  
(124,054)

Maintenance Water Sustain. Operations 20,829  
Professional Services-District Counsel 11,816  
Professional Services-Miscellaneous 121,498  
Lab Tests 121,490  
Lab Testing 10,277  
Performance Bond (25,000)  
260,910

Effluent Pond 49,321  
Vehicle 22,599  
71,920

**CAMBRIA COMMUNITY SERVICES DISTRICT  
 JULY 26, 2018 BOARD OF DIRECTORS' MEETING  
 CASH BALANCES AS OF JUNE 30  
 FOR FISCAL YEARS 2017/2018, 2016/2017, 2015/2016, 2014/2015 & 2013/2014**

	<b>BALANCE</b>	<b>INCREASE/ (DECREASE) FROM PRIOR YEAR</b>
For the Year Ending June 30, 2018 (Unaudited)	2,412,996	(968,538)
For the Year Ending June 30, 2017 (Audited)	3,381,534	(1,476,700)
For the Year Ending June 30, 2016 (Audited)	4,858,234	2,427,523
For the Year Ending June 30, 2015 (Audited)	2,430,711	(1,447,027)
For the Year Ending June 30, 2014 (Audited)	3,877,738	(1,012,528)