

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



## CAMBRIA COMMUNITY SERVICES DISTRICT

**Thursday, April 15, 2021 - 2:00 PM**

### AGENDA

#### REGULAR MEETING OF THE CAMBRIA COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

**Please click the link below to join the webinar:**

<https://zoom.us/j/91655966017?pwd=ODhYZWlIZzFPUEl5N2RUNmg0OUZBQT09>

**Passcode: 168565**

**Or iPhone one-tap:**

US: +16699006833,,91655966017# or +13462487799,,91655966017#

**Or Telephone:**

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

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

**Webinar ID: 916 5596 6017**

International numbers available: <https://zoom.us/j/91655966017>

#### 1. OPENING

- A. Call to Order
- B. Pledge of Allegiance
- C. Establishment of Quorum
- D. President's Report
- E. Agenda Review: Additions/Deletions

#### 2. BOARD MEMBER COMMUNICATIONS

Any Board Member may make an announcement, report briefly on his or her activities, or ask a question for clarification.

#### 3. PUBLIC SAFETY

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

#### **4. PUBLIC COMMENT**

Members of the public may now address the Board on any item of interest within the jurisdiction of the Board but not on its agenda today. Future agenda items can be suggested at this time. In compliance with the Brown Act, the Board cannot discuss or act on items not on the agenda. Each speaker has up to three minutes.

#### **5. CONSENT AGENDA**

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

- A.** Consideration to Adopt the March 2021 Expenditure Report
- B.** Consideration to Adopt the March 11, 2021 and March 18, 2021 Regular Meeting Minutes
- C.** Consideration of Adoption of Resolution 10-2021 Declaring a Public Nuisance for the Annual Fire Hazard Reduction Program
- D.** Consideration to Adopt Resolution 11-2021 Regarding the Local State of Emergency Declaration

#### **6. HEARINGS AND APPEALS**

- A.** Discussion and Consideration to Fix Water & Wastewater Standby or Availability Charges as Provided in Government Code §61124(b) and Consideration of Adoption of Resolution 12-2021 Fixing Water and Wastewater Standby or Availability Charges for Fiscal Year 2021/2022

#### **7. REGULAR BUSINESS**

- A.** Discussion and Consideration of Strategic Plan Status Report and Update
- B.** Discussion and Consideration of Request For Proposal (RFP) for the Instream Flow Study Task 1
- C.** Discussion and Consideration of an Agreement for Consultant Services with National Demographics Corporation

#### **8. MANAGER REPORTS**

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

#### **9. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS**

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

#### **10. FUTURE AGENDA ITEM(S)**

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

#### **11. ADJOURN**



## Cambria CSD Fire Department

### April 15<sup>th</sup>, 2021 CCSD Board Meeting

#### March 2021

##### Prevention and Education

- 0 Rough-in sprinkler inspections
- 0 Fire final inspections
- 4 Fire plan reviews
  - 2591 Windsor
  - 2476 Main
  - 2050 Emmons
  - 6359 Charing
- 0 Engine company commercial fire and life safety inspections were conducted
- 0 Public education events
- 0 Fire Engine and Station tours

##### Meetings and Affiliations

- |                                |                                       |
|--------------------------------|---------------------------------------|
| • Weekly operational briefings | March 0900 Cambria                    |
| • Weekly liaison briefings     | March 1100 Cambria                    |
| • CCSD Managers mtg            | March 2 <sup>nd</sup> , 0830 Cambria  |
| • County Fire Chief mtg        | March 3 <sup>rd</sup> , 0900 Cambria  |
| • CCSD Managers mtg            | March 9 <sup>th</sup> , 0830 Cambria  |
| • Staff mtg                    | March 10 <sup>th</sup> , 0800 Cambria |
| • Finance planning mtg         | March 10 <sup>th</sup> , 1000 Cambria |
| • Strategic Objective mtg      | March 10 <sup>th</sup> , 1400 Cambria |
| • Firesafe Focus Group mtg     | March 10 <sup>th</sup> , 1500 Cambria |
| • CCSD Board mtg               | March 11 <sup>th</sup> , 1400 Cambria |
| • CCSD Managers mtg            | March 16 <sup>th</sup> , 0830 Cambria |
| • Firesafe Council mtg         | March 17 <sup>th</sup> , 0900 Cambria |
| • Prevention Officers mtg      | March 18 <sup>th</sup> , 0900 Cambria |
| • CCSD Board mtg               | March 18 <sup>th</sup> , 1400 Cambria |
| • CCSD Managers mtg            | March 23 <sup>rd</sup> , 0830 Cambria |
| • Grant mtg                    | March 30 <sup>th</sup> , 1500 Cambria |

##### Operations and News

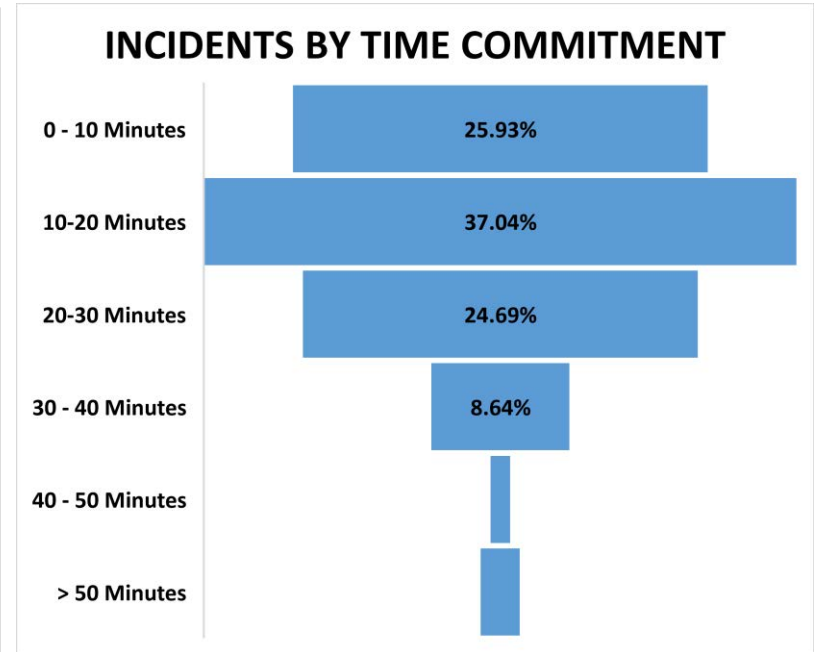
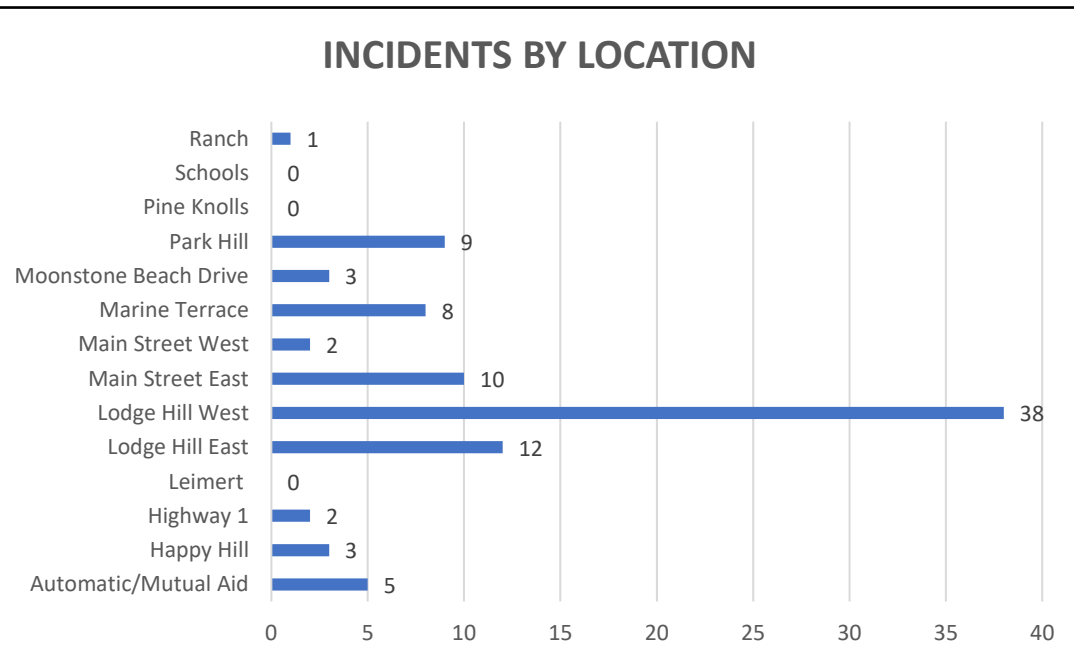
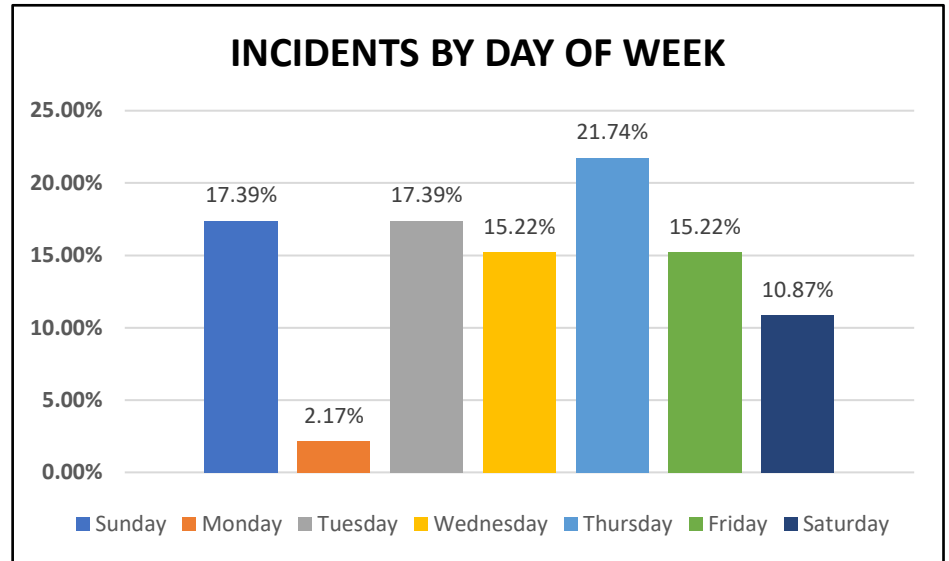
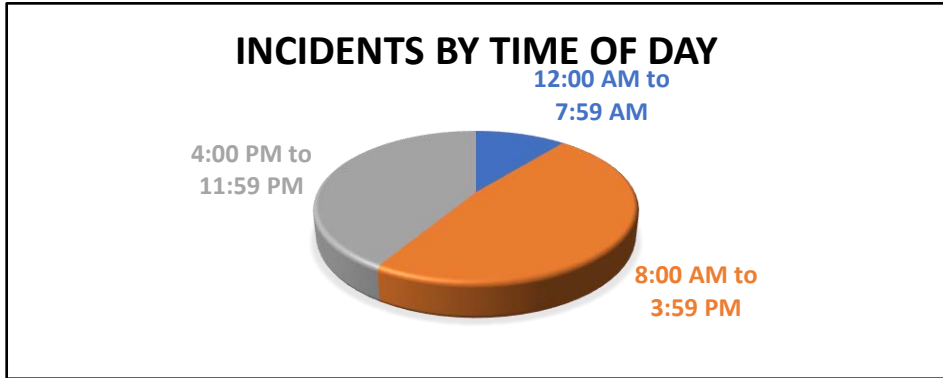
- SLO County EOC opened and running for Covid-19 Disaster Declaration
- Weekly coordination between EOC, Public Health, County Fire Chiefs
- Station is closed to the public, all public events, prevention activities and educational tours are cancelled
- Training for the month of March was primarily focused on the following – EMS: cardiology and skills, below grade emergencies, confined space, garden style apartment and hotel fires, hoisting tools aloft

##### Grant Updates

- Awarded AFG Supplemental – Covid 19 PPE (equipment purchase in process)
- AFG Grant submitted for emergency equipment
- AFG SAFER Grant application in process

Fire Statistics are attached for your review





**CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH OF MARCH 2021**

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
ABALONE COAST ANALYTICAL, INC.	73251	3/17/2021	1	216.00	WW/TOTAL SUSPENDED SOLIDS, QUANTI TRAY DW	12 6091 12
ABALONE COAST ANALYTICAL, INC.	73251	3/17/2021	1	90.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	73251	3/17/2021	1	122.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	73251	3/17/2021	1	90.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	73251	3/17/2021	1	58.50	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	73332	3/31/2021	1	152.00	WW/TOTAL SUSPENDED SOLIDS, QUANTI TRAY DW	12 6091 12
ABALONE COAST ANALYTICAL, INC.	73332	3/31/2021	1	372.00	WW/TOTAL SUSPENDED SOLIDS, VARIOUS TESTS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	73332	3/31/2021	1	90.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	73332	3/31/2021	1	90.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	73332	3/31/2021	1	122.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	73332	3/31/2021	1	90.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
				1,492.50		
ACCURATE MAILING SERVICE	73252	3/17/2021	1	818.33	WD/JAN-FEB 2021 WATER BILLING POSTAGE	11 6051 11
ACCURATE MAILING SERVICE	73252	3/17/2021	2	818.33	WW/JAN-FEB 2021 WATER BILLING POSTAGE	12 6051 12
ACCURATE MAILING SERVICE	73252	3/17/2021	3	258.05	WD/JAN-FEB 2021 WATER BILLING MAILING	11 6080M 11
ACCURATE MAILING SERVICE	73252	3/17/2021	4	258.06	WW/JAN-FEB 2021 WATER BILLING MAILING	12 6080M 12
ACCURATE MAILING SERVICE	73252	3/17/2021	5	200.35	ADM/CCHD INSERT MAILING	01 6080M 09
				2,353.12		
ADOBE INC.	73333	3/31/2021	1	1,427.16	ADM/ADOBE PRO ANNUAL SUBSCRIPTION	01 6060I 09
ADOBE INC.	73333	3/31/2021	2	1,427.16	FD/ADOBE PRO ANNUAL SUBSCRIPTION	01 6060I 01
ADOBE INC.	73333	3/31/2021	3	713.58	WW/ADOBE PRO ANNUAL SUBSCRIPTION	12 6060I 12
ADOBE INC.	73333	3/31/2021	4	509.70	WD/ADOBE PRO ANNUAL SUBSCRIPTION	11 6060I 11
ADOBE INC.	73333	3/31/2021	5	203.88	F&R/ADOBE PRO ANNUAL SUBSCRIPTION	01 6060I 02
				4,281.48		
AGP VIDEO	73220	3/9/2021	1	762.50	ADM/VIDEO CONF SVCS 2/11, 2/18	01 6086 09
ALL WAYS CLEAN	73235	3/15/2021	1	216.00	F&R/MONTHLY CLEANING VETS HALL MAR 2021	01 6033V 02
ALL WAYS CLEAN	73235	3/15/2021	1	368.33	WW/MONTHLY OFFICE CLEANING MAR 2021	12 6033B 12
ALL WAYS CLEAN	73235	3/15/2021	1	240.30	ADM/MONTHLY OFFICE CLEANING MAR 2021	01 6033B 09
ALL WAYS CLEAN	73235	3/15/2021	1	803.00	F&R/MONTHLY CLEANING PUBLIC RESTROOMS MAR 2021	01 6080M 02
				1,627.63		
ALPHA ELECTRICAL SERVICE	73323	3/25/2021	1	763.25	WW/SERVICE CALL POWER ISSUE WITH BLOWER	12 6032T 12
ALPHA ELECTRICAL SERVICE	73323	3/25/2021	1	814.00	WW/SERVICE CALL ISSUE WITH RAS PUMP #2 VFD	12 6032T 12
				1,577.25		
ALPHA FIRE & SECURITY ALARM CO	73221	3/9/2021	1	200.00	F&R/ANNUAL FIRE SPRINKLER INSPECTION VETS HALL	01 6033V 02
ANDREW THOMSON	73210	3/3/2021	1	4,596.66	WD/SCADA IT EQUIP UPGRADE PMT #3 FINAL	11 6170 11
ANDREW THOMSON	73210	3/3/2021	2	(229.83)	WD/SCADA IT EQUIP UPGRADE PMT #3 5% RETENTION	11 6170 11
ANDREW THOMSON	73268	3/17/2021	1	6,483.57	WD/SCADA REPAIR, REPLACE RADIOS STORM POWER SURGE	11 6033Z 11
ANDREW THOMSON	73268	3/17/2021	1	1,600.00	WD/SCADA IGNITION UPGRADE 1/22-2/17/21	11 6170 11
ANDREW THOMSON	73340	3/31/2021	1	800.00	WD/REPLACE RADIO ANTENNA, RADIO RESET	11 6033Z 11
ANDREW THOMSON	73340	3/31/2021	1	2,595.00	WD/SCADA IGNITION UPGRADE 2/24, 3/2,3,10	11 6170 11
ANDREW THOMSON	73340	3/31/2021	1	1,080.00	WD/SCADA IGNITION UPGRADE 2/12 - 2/13/21	11 6170 11
ANDREW THOMSON	73340	3/31/2021	1	4,590.00	WD/SCADA IGNITION UPGRADE 1/31 - 2/6/21	11 6170 11
ANDREW THOMSON	73340	3/31/2021	1	3,330.00	WD/SCADA IGNITION UPGRADE 1/21,26,27,29,30	11 6170 11
ANDREW THOMSON	73340	3/31/2021	1	2,340.00	WD/SCADA IGNITION UPGRADE 2/16-2/20/21	11 6170 11
				27,185.40		
ASSOCIATED TRAFFIC SAFETY, INC	73236	3/15/2021	1	92.93	F&R/SIGNS FOR VETS HALL	01 6033V 02
AT&T	73222	3/9/2021	1	246.79	WW/ALARM AT LIFT STN B-4	12 6060P 12
AT&T	73310	3/23/2021	1	300.08	WD/WELL HEAD ZONE TO ZONE TRANSMISSION	11 6060P 11
				546.87		
AT&T MOBILITY	73214	3/3/2021	1	66.12	FD/MONTHLY CELL SERVICE	01 6060C 01
AT&T/CALNET3	73201	3/3/2021	1	23.97	WW/ALARM AT LIFT STN A	12 6060P 12
AT&T/CALNET3	73201	3/3/2021	1	23.99	WW/ALARM AT LIFT STN B3	12 6060P 12
AT&T/CALNET3	73201	3/3/2021	1	34.50	FD/FAX LINE	01 6060P 01
AT&T/CALNET3	73201	3/3/2021	1	23.99	WW/ALARM AT LIFT STN B1	12 6060P 12
AT&T/CALNET3	73201	3/3/2021	1	23.92	WW/ALARM AT LIFT STN B2	12 6060P 12

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FOR THE MONTH OF MARCH 2021**

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
AT&T/CALNET3	73201	3/3/2021	1	24.04	WW/ALARM AT LIFT STN B	12 6060P 12
AT&T/CALNET3	73201	3/3/2021	1	24.05	WW/ALARM AT LIFT STN 9	12 6060P 12
AT&T/CALNET3	73201	3/3/2021	1	24.03	WW/ALARM AT LIFT STN A1	12 6060P 12
AT&T/CALNET3	73201	3/3/2021	1	23.90	WW/FAX LINE	12 6060P 12
AT&T/CALNET3	73201	3/3/2021	1	24.11	WD/TELEMETRY SYSTEMS	11 6060P 11
AT&T/CALNET3	73201	3/3/2021	1	46.11	F&R/FIRE ALARMS AT VETS HALL	01 6060P 02
AT&T/CALNET3	73201	3/3/2021	1	24.04	WW/ALARM AT LIFT STN 4	12 6060P 12
AT&T/CALNET3	73201	3/3/2021	1	23.97	WW/ALARM AT LIFT STN 8	12 6060P 12
AT&T/CALNET3	73201	3/3/2021	1	23.91	WD/LEIMERT PUMP STN	11 6060P 11
AT&T/CALNET3	73201	3/3/2021	1	24.19	ADM/OFFICE FAX LINE	01 6060P 09
AT&T/CALNET3	73201	3/3/2021	1	23.94	F&R/RODEO GROUNDS RD	01 6060P 02
AT&T/CALNET3	73201	3/3/2021	1	54.73	WW/HEATH LANE PHONE	12 6060P 12
				471.39		
BADGER METER INC.	73253	3/17/2021	1	30.00	WD/ORION CELLULAR SVC FEB 2021	11 6031M 11
BLAND, MELISSA	73184	3/2/2021	1	33.33	WD/MONTHLY CELL PHONE & INTERNET REIMB	11 6060C 11
BLAND, MELISSA	73184	3/2/2021	2	33.33	WW/MONTHLY CELL PHONE & INTERNET REIMB	12 6060C 12
BLAND, MELISSA	73184	3/2/2021	3	33.34	SWF/MONTHLY CELL PHONE & INTERNET REIMB	39 6060C 25
BLAND, MELISSA	73223	3/9/2021	1	229.00	WD/REIMB TRAINING REGIST FOR WUEP GRADE I EXAM	11 6120E 11
				329.00		
BOUND TREE MEDICAL, LLC	73334	3/31/2021	1	3.87	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
BOUND TREE MEDICAL, LLC	73334	3/31/2021	1	28.14	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
				32.01		
BRENTTAG PACIFIC, INC.	73311	3/23/2021	1	372.86	WD/CHEMICALS	11 6091C 11
BREZDEN PEST CONTROL, INC.	73254	3/17/2021	1	75.00	F&R/SQUIRREL CONTROL VETS HALL	01 6033V 02
BREZDEN PEST CONTROL, INC.	73254	3/17/2021	1	125.00	F&R/SQUIRREL CONTROL RODEO GROUNDS RD	01 6033B 02
BREZDEN PEST CONTROL, INC.	73254	3/17/2021	1	90.00	F&R/SQUIRREL CONTROL RODEO GROUNDS RD	01 6033B 02
BREZDEN PEST CONTROL, INC.	73254	3/17/2021	1	85.00	ADM/SPRAY AND DEWEB	01 6033B 09
				375.00		
BURKEY, MICHAEL A	73185	3/2/2021	1	49.98	FD/REIMB FOR US&R TEAM T-SHIRTS	01 6094 01
BURKEY, MICHAEL A	73185	3/2/2021	1	45.00	FD/MONTHLY CELL PHONE REIMBURSEMENT	01 6060C 01
				94.98		
CAL SPECIAL DIST ASSOC (CSDA)	73312	3/23/2021	1	225.00	ADM/CEQA VIRTUAL WORKSHOP 3/9, 3/10/21 JWEIGOLD	01 6120E 09
CAMBRIA AUTO SUPPLY LP	73237	3/15/2021	1	52.84	FD/PART FOR FIRE TRUCK	01 6041L 01
CAMBRIA AUTO SUPPLY LP	73237	3/15/2021	1	15.60	WW/DIESEL EXHAUST FLUID	12 6041L 12
CAMBRIA AUTO SUPPLY LP	73237	3/15/2021	1	31.21	WW/DIESEL EXHAUST FLUID FOR VAC TRUCK	12 6041V 12
CAMBRIA AUTO SUPPLY LP	73237	3/15/2021	1	5.63	WW/PART FOR VAC TRUCK	12 6041V 12
				105.28		
CAMBRIA HARDWARE CENTER	73305	3/22/2021	1	2.55	WW/PAINT TRAY, CONNECTOR	12 6032T 12
CAMBRIA HARDWARE CENTER	73305	3/22/2021	1	10.70	WW/PAINT	12 6032C 12
CAMBRIA HARDWARE CENTER	73305	3/22/2021	1	43.79	WW/MISC OPERATING SUPPLIES	12 6032T 12
CAMBRIA HARDWARE CENTER	73305	3/22/2021	1	17.20	WW/MISC PARTS	12 6032L 12
CAMBRIA HARDWARE CENTER	73305	3/22/2021	1	17.66	WW/SEALANT	12 6032L 12
CAMBRIA HARDWARE CENTER	73305	3/22/2021	1	28.95	WW/LOUVER	12 6033B 12
CAMBRIA HARDWARE CENTER	73305	3/22/2021	1	28.95	WW/LOUVER	12 6033B 12
CAMBRIA HARDWARE CENTER	73305	3/22/2021	1	(28.95)	WW/CREDIT FOR LOUVER RETURN	12 6033B 12
CAMBRIA HARDWARE CENTER	73306	3/22/2021	1	79.29	F&R/MISC DEPT SUPPLIES	01 6090 02
CAMBRIA HARDWARE CENTER	73306	3/22/2021	1	68.62	F&R/HOSE, HOSE SPRAYER	01 6090 02
CAMBRIA HARDWARE CENTER	73306	3/22/2021	1	17.16	F&R/REBAR	01 6033R 02
CAMBRIA HARDWARE CENTER	73306	3/22/2021	1	12.43	F&R/MISC MATERIALS	01 6090 02
CAMBRIA HARDWARE CENTER	73307	3/22/2021	1	49.31	FD/CUTTER, TRASH CAN	01 6220S 01
CAMBRIA HARDWARE CENTER	73307	3/22/2021	1	7.92	FD/ICE TRAYS	01 6095 01
CAMBRIA HARDWARE CENTER	73307	3/22/2021	1	12.75	FD/BLADE SET	01 6093 01
CAMBRIA HARDWARE CENTER	73307	3/22/2021	1	16.38	FD/MISC PARTS	01 6033B 01
CAMBRIA HARDWARE CENTER	73308	3/22/2021	1	12.85	WD/PARTS TO REPAIR STORM DAMAGE AT RODEO GRNDS RD	11 6033Z 11
CAMBRIA HARDWARE CENTER	73308	3/22/2021	1	(12.85)	WD/CREDIT FOR PARTS STORM DAMAGE RODEO GRNDS RD	11 6033Z 11
CAMBRIA HARDWARE CENTER	73308	3/22/2021	1	10.38	WD/PARTS FOR STORM DAMAGE REPAIR RODEO GRNDS RD	11 6033Z 11
CAMBRIA HARDWARE CENTER	73308	3/22/2021	1	21.38	WD/GLOVES, SPRAY PAINT	11 6031V 11

**CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH OF MARCH 2021**

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
				416.47		
CAMBRIA VILLAGE SQUARE	73198	3/2/2021	1	2,553.03	ADM/MONTHLY OFFICE LEASE PMT 1316 TAMSON	01 6075 09
CARMEL & NACCASHA LLP	73271	3/18/2021	1	152.75	ADM/LEGAL SERVICES GENERAL FEB 2021	01 6080K 09
CARMEL & NACCASHA LLP	73271	3/18/2021	1	790.00	ADM/MONTHLY SVCS PRIV & CONF FEB 2021	01 6080L 09
CARMEL & NACCASHA LLP	73271	3/18/2021	2	260.00	SWF/MONTHLY SVCS PRIV & CONF FEB 2021	40 1829I 30
CARMEL & NACCASHA LLP	73271	3/18/2021	1	<u>11,100.00</u>	ADM/MONTHLY RETAINER FOR LEGAL SERVICES APR 2021	01 6080K 09
				12,302.75		
CENTRAL COAST COFFEE ROASTING	73202	3/3/2021	1	55.08	WW/COFFEE FOR OFFICE	12 6050 12
CENTRAL COAST COFFEE ROASTING	73255	3/17/2021	1	165.24	F&R/COFFEE FOR OFFICE	01 6090 02
CENTRAL COAST COFFEE ROASTING	73324	3/25/2021	1	<u>55.08</u>	WW/COFFEE FOR OFFICE	12 6050 12
				275.40		
CHARTER COMMUNICATIONS	73225	3/9/2021	1	279.07	F&R/ETHERNET SERVICES VETS HALL	01 6060I 02
CHARTER COMMUNICATIONS	73225	3/9/2021	2	140.09	F&R/ETHERNET SERVICES RODEO GROUNDS RD	01 6060I 02
CHARTER COMMUNICATIONS	73225	3/9/2021	3	235.29	ADM/ETHERNET SERVICES TAMSON DR	01 6060I 09
CHARTER COMMUNICATIONS	73225	3/9/2021	4	275.95	WD/ETHERNET SERVICES HEATH LANE	11 6060I 11
CHARTER COMMUNICATIONS	73225	3/9/2021	5	275.94	WW/ETHERNET SERVICES HEATH LANE	12 6060I 12
CHARTER COMMUNICATIONS	73225	3/9/2021	1	146.66	F&R/BUSINESS VOICE OFFICE RELOCATION TO VETS HALL	01 6060I 02
CHARTER COMMUNICATIONS	73313	3/23/2021	1	162.50	FD/BUSINESS INTERNET	01 6060I 01
CHARTER COMMUNICATIONS	73313	3/23/2021	2	162.50	ADM/BUSINESS INTERNET	01 6060I 09
CHARTER COMMUNICATIONS	73313	3/23/2021	3	162.50	WD/BUSINESS INTERNET	11 6060I 11
CHARTER COMMUNICATIONS	73313	3/23/2021	4	162.50	WW/BUSINESS INTERNET	12 6060I 12
CHARTER COMMUNICATIONS	73313	3/23/2021	5	490.00	ADM/BUSINESS VOICE	01 6060I 09
CHARTER COMMUNICATIONS	73313	3/23/2021	1	174.97	WW/BUSINES INTERNET & VOICE	12 6060I 12
CHARTER COMMUNICATIONS	73335	3/31/2021	1	<u>29.99</u>	F&R/BUSINESS VOICE	01 6060I 02
				2,697.96		
CIO SOLUTIONS, LP	73186	3/2/2021	1	2,860.00	ADM/MONTHLY BILLING FOR MAR 2021	01 6044 09
CIO SOLUTIONS, LP	73186	3/2/2021	2	<u>50.00</u>	F&R/TEMPORARILY RELOCATE COMPUTERS TO VETS HALL	01 6033Z 02
				2,910.00		
CIT BANK, N.A.	73203	3/3/2021	1	333.42	FD/MONTHLY IP PHONE	01 6060P 01
CIT BANK, N.A.	73203	3/3/2021	2	206.40	ADM/MONTHLY IP PHONE	01 6060P 09
CIT BANK, N.A.	73203	3/3/2021	3	113.97	WD/MONTHLY IP PHONE	11 6060P 11
CIT BANK, N.A.	73203	3/3/2021	4	<u>113.97</u>	WW/MONTHLY IP PHONE	12 6060P 12
				767.76		
CITY NATIONAL BANK	73204	3/3/2021	1	10,396.75	WW/ANNUAL LOAN PMT BOND REFI INT ONLY	12 6180C 12
CLEVELAND BIOLOGICAL, LLC	73314	3/23/2021	1	2,000.00	SWF/AMP FROG SURVEY 3/18/20, 10/11/20	40 6910 30
CLEVELAND BIOLOGICAL, LLC	73314	3/23/2021	1	4,750.00	SWF/MEETINGS, REPORT WRITING 12/1/20 - 2/15/21	40 6910 30
CLEVELAND BIOLOGICAL, LLC	73314	3/23/2021	1	<u>3,860.00</u>	SWF/BIO MONITRNG & RPTG FOR AMP 1/3, 1/17/21	39 6091E 25
				10,610.00		
CORBIN WILLITS SYSTEMS INC.	73187	3/2/2021	1	1,273.57	ADM/MONTHLY SUPPORT AGMT MOM SOFTWARE 03/21	01 6044 09
DAVID CRYE, INC	73177	3/2/2021	1	817.68	WD/CLASS II BASE & SAND FISCALINI RANCH ROAD	11 6033Z 11
DAVID CRYE, INC	73258	3/17/2021	1	<u>212.64</u>	F&R/SAND AND CRUSHED RED ROCK FISCALINI RANCH	01 6033R 02
				1,030.32		
DAVID KEITH TODD CONSULTING EN	73209	3/3/2021	1	7,181.53	SWF/PROFESSIONAL SVC FOR PERMITTING 1/1-1/31/21	40 6910 30
DELIVER-IT, LLC	73238	3/15/2021	1	21.00	FD/DELIVERY OF PRINTER FROM CIO SOLUTIONS	01 6051 01
DIGITAL DEPLOYMENT, INC	73315	3/23/2021	1	200.00	ADM/STREAMLINE MONTHLY WEB MEMBER FEE MAR 2021	01 6011W 09
DUDZIK, DENNIS/PAMELA	73325	3/25/2021	1	750.00	WD/REF WL TRNSFR DEP BAL 022.151.065, 024.262.044	11 2420 11
DUDZIK, DENNIS/PAMELA	73325	3/25/2021	2	<u>(660.71)</u>	WD/REF WL TRNSFR DEP BAL 022.151.065, 024.262.044	11 4124 11
				89.29		
EMILY A TORLANO	73197	3/2/2021	1	45.00	FD/MONTHLY CELL PHONE REIMBURSEMENT	01 6060C 01
ENTENMANN-ROVIN CO.	73239	3/15/2021	1	371.10	FD/FIREFIGHTER BADGES	01 6094 01



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FAMCOM PIPE & SUPPLY, INC.	73240	3/15/2021	1	762.17	WW/MISC MATERIALS	12 6032T 12
FEDELE, MELINA	73259	3/17/2021	1	250.00	WD/REF ASNMT DEP BAL APN 023.104.021 FEDELE	11 2420 11
FEDELE, MELINA	73259	3/17/2021	2	(115.95)	WD/REF ASNMT DEP BAL APN 023.104.021 FEDELE	11 4124 10
				134.05		
FGL ENVIRONMENTAL INC.	73241	3/15/2021	1	729.00	WW/INORGANIC ANALYSIS 1/5/21	12 6091 12
FGL ENVIRONMENTAL INC.	73241	3/15/2021	1	620.00	WW/INORGANIC & SUPPORT ANALYSIS 2/2/21	12 6091 12
FGL ENVIRONMENTAL INC.	73241	3/15/2021	1	96.00	WW/INORGANIC ANALYSIS 2/2/21	12 6091 12
FGL ENVIRONMENTAL INC.	73241	3/15/2021	1	136.00	WD/BACTI & SUPPORT ANALYSIS 2/2/21	11 6091 11
FGL ENVIRONMENTAL INC.	73241	3/15/2021	1	60.00	WD/BACTI ANALYSIS 2/2/21	11 6091 11
FGL ENVIRONMENTAL INC.	73241	3/15/2021	1	478.00	WD/ORGANIC ANALYSIS 2/2/21	11 6091 11
FGL ENVIRONMENTAL INC.	73241	3/15/2021	1	30.00	WD/BACTI ANALYSIS 2/2/21	11 6091 11
FGL ENVIRONMENTAL INC.	73241	3/15/2021	1	112.00	WD/BACTI & SUPPORT ANALYSIS 2/9/21	11 6091 11
FGL ENVIRONMENTAL INC.	73241	3/15/2021	1	30.00	WD/BACTI ANALYSIS 2/9/21	11 6091 11
FGL ENVIRONMENTAL INC.	73241	3/15/2021	1	248.00	WD/BACTI & SUPPORT ANALYSIS 2/16/21	11 6091 11
FGL ENVIRONMENTAL INC.	73326	3/25/2021	1	173.00	WD/SUPPORT ANALYSIS 1/14/21	11 6091 11
FGL ENVIRONMENTAL INC.	73326	3/25/2021	1	296.00	WW/INORGANIC & SUPPORT ANALYSIS 2/2/21	12 6091 12
FGL ENVIRONMENTAL INC.	73326	3/25/2021	1	112.00	WD/BACTI & SUPPORT ANALYSIS 2/23/21	11 6091 11
FGL ENVIRONMENTAL INC.	73326	3/25/2021	1	136.00	WD/BACTI & SUPPORT ANALYSIS 3/2/21	11 6091 11
				3,256.00		
FIRST BANKCARD	73250	3/16/2021	1	-	F&R/C MENDOZA VISA CHARGES	01 6033E 02
FIRST BANKCARD	73250	3/16/2021	2	70.00	F&R/LANDFILL CHARGES	01 6033E 02
FIRST BANKCARD	73250	3/16/2021	1	-	ADM/J WEIGOLD VISA CHARGES	01 6115 09
FIRST BANKCARD	73250	3/16/2021	2	424.21	ADM/ZOOM VIDEO SVC & OTHER MEETING EXP	01 6115 09
FIRST BANKCARD	73250	3/16/2021	1	-	WD/WW/R DIENZO VISA CHARGES	11 6096 11
FIRST BANKCARD	73250	3/16/2021	2	26.94	WD/FUEL	11 6096 11
FIRST BANKCARD	73250	3/16/2021	3	115.00	WW/FUEL	12 6096 12
FIRST BANKCARD	73250	3/16/2021	4	89.77	WW/PARTS TO REPAIR LIFT STATIONS	12 6032L 12
FIRST BANKCARD	73250	3/16/2021	5	(38.00)	WW/CREDIT FOR LIFT STATION PARTS SHIPPING CHARGES	12 6032L 12
FIRST BANKCARD	73250	3/16/2021	1	-	FD/W HOLLINGSWORTH VISA CHARGES	01 6090 01
FIRST BANKCARD	73250	3/16/2021	2	124.03	FD/FOOD FOR FIRE CREW DURING EMERGENCY 1/27,28	01 6090 01
FIRST BANKCARD	73250	3/16/2021	3	321.89	FD/WEBSITE HOSTING ANNUAL RENEWAL	01 6011W 01
FIRST BANKCARD	73250	3/16/2021	4	28.00	FD/FULCRUM MONTHLY SUBSCRIPTION	01 6054 01
FIRST BANKCARD	73250	3/16/2021	5	(15.00)	FD/CREDIT TO WEBSITE HOSTING RENEWAL	01 6011W 01
				1,146.84		
FRANCES & STEVEN CENEY	73256	3/17/2021	1	250.00	WD/REF ASNMT DEP BAL APN 023.104.021 CENEY	11 2420 11
FRANCES & STEVEN CENEY	73256	3/17/2021	2	(115.95)	WD/REF ASNMT DEP BAL APN 023.104.021 CENEY	11 4124 10
				134.05		
G&S PAVING	73178	3/2/2021	1	14,348.00	WD/WATER SERVICE ASPHALT REPAIRS TASK ORDER #3	11 6035R 11
GIBSON, JOHNATHAN	73191	3/2/2021	1	45.00	FD/MONTHLY CELL PHONE REIMBURSEMENT	01 6060C 01
GILBERT & KATHY RENDON	73267	3/17/2021	1	500.00	WD/REF ASNMT DEP BAL APN 024.022.054 RENDON	11 2420 11
GILBERT & KATHY RENDON	73267	3/17/2021	2	(231.90)	WD/REF ASNMT DEP BAL APN 024.022.054 RENDON	11 4124 10
				268.10		
GREEN, JAMES R	73192	3/2/2021	1	80.00	WD/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	11 6060C 11
GREEN, JAMES R	73192	3/2/2021	2	20.00	SWF/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	39 6060C 25
				100.00		
GSOLUTIONZ, INC.	73242	3/15/2021	1	200.00	ADM/TROUBLESHOOT PHONE SETTINGS	01 6060P 09
HALEY DODSON	73189	3/2/2021	1	100.00	ADM/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	01 6060C 09
HAMON OVERHEAD DOOR COMPANY,	73205	3/3/2021	1	354.02	FD/GARAGE DOOR MAINTENANCE	01 6033B 01
HARVEY'S HONEYHUTS	73226	3/9/2021	1	305.22	F&R/TOILET, HANDWASH RENTAL VETS HALL 2/12-2/14/21	01 6033V 02
HARVEY'S HONEYHUTS	73226	3/9/2021	1	82.57	WD/TOILET, HNDWSH RNTL RODEO GRDS RD 2/10-3/10/21	11 6033Z 11
HARVEY'S HONEYHUTS	73226	3/9/2021	2	82.58	F&R/TOILET, HNDWSH RNTL RODEO GRNS RD 2/10-3/10/21	01 6033Z 02
				470.37		

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HAYWARD LUMBER	73215	3/3/2021	1	349.86	F&R/PLYWOOD	01 6033B 02
HAYWARD LUMBER	73215	3/3/2021	1	261.00	F&R/PLYWOOD	01 6033B 02
HAYWARD LUMBER	73336	3/31/2021	1	218.30	F&R/SAW BLADES, LUMBER	01 6033B 02
				829.16		
HD SUPPLY FACILITIES MAINTENAN	73212	3/3/2021	1	966.00	WW/GAS DETECTOR	12 6032L 12
HEACOCK TRAILERS & TRUCK ACCES	73219	3/8/2021	1	9,777.34	F&R/PURCHASE DUMP TRAILER	01 6170 02
HOLLINGSWORTH, WILLIAM	73193	3/2/2021	1	31.00	FD/REIMB CPR RECERTIFICATION	01 6120A 01
HOLLINGSWORTH, WILLIAM	73193	3/2/2021	1	55.00	FD/MONTHLY INTERNET REIMBURSEMENT	01 6060C 01
				86.00		
HOME DEPOT CREDIT SERVICE	73260	3/17/2021	1	241.40	WD/MISC DEPT SUPPLIES	11 6033G 11
HOME DEPOT CREDIT SERVICE	73260	3/17/2021	1	157.37	F&R/MISC DEPT SUPPLIES	01 6033B 02
HOME DEPOT CREDIT SERVICE	73260	3/17/2021	1	300.62	F&R/POWER WASHER	01 6090 02
HOME DEPOT CREDIT SERVICE	73260	3/17/2021	1	253.05	F&R/MISC DEPT SUPPLIES	01 6090 02
				952.44		
IMAGETREND, INC	73206	3/3/2021	1	1,909.62	FD/EMS RESCUE INSPECTIONS ANNL FEE 2/15/21-2/14/22	01 6055 01
INNOVATIVE CONCEPTS	73227	3/9/2021	1	25.00	FD/BUSINESS WEBSITE HOSTING	01 6044 01
INNOVATIVE CONCEPTS	73227	3/9/2021	2	25.00	ADM/BUSINESS WEBSITE HOSTING	01 6044 09
				50.00		
J B DEWAR INC.	73218	3/3/2021	1	1,418.06	FD/150.00 GALS GAS; 230.00 GALS DIESEL	01 6096 01
J B DEWAR INC.	73218	3/3/2021	1	1,390.03	F&R/300.00 GALS GAS; 80.00 GALS DIESEL	01 6096 02
J B DEWAR INC.	73321	3/24/2021	1	1,166.12	FD/100.00 GALS GAS; 200.00 GALS DIESEL	01 6096 01
J B DEWAR INC.	73321	3/24/2021	1	2,252.39	F&R/450.00 GALS GAS; 145.00 GALS DIESEL	01 6096 02
J B DEWAR INC.	73331	3/31/2021	1	1,621.51	FD/120.0 GALS OF GAS; 300.0 GALS DIESEL	01 6096 01
J B DEWAR INC.	73331	3/31/2021	1	1,949.00	F&R/450.0 GALS GAS; 70.0 GALS DIESEL	01 6096 02
				9,797.11		
JOHN ALLCHIN	73183	3/2/2021	1	100.00	WW/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	12 6060C 12
JOHN COYLE	73257	3/17/2021	1	134.05	WD/REF ASNMT DEP BAL APN 023.116.023 COYLE	11 4124 11
JOHN F WEIGOLD, IV	73199	3/2/2021	1	100.00	ADM/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	01 6060C 09
LIBERTY COMPOSTING, INC.	73261	3/17/2021	1	4,467.33	WW/TIPPING FEES BIOSOLIDS FEB 2021	12 6032S 12
LIEBERT CASSIDY WHITMORE	73207	3/3/2021	1	1,482.00	ADM/CLIENT MATTER CA131-00001 THROUGH 1/31/21	01 6080L 09
LIEBERT CASSIDY WHITMORE	73207	3/3/2021	1	1,064.00	ADM/CLIENT MATTER CA131-00013 THROUGH 1/31/21	01 6080L 09
LIEBERT CASSIDY WHITMORE	73316	3/23/2021	1	836.00	ADM/CLIENT MATTER CA131-00001 THROUGH 2/28/21	01 6080L 09
LIEBERT CASSIDY WHITMORE	73316	3/23/2021	1	380.00	ADM/CLIENT MATTER CA131-00013 THROUGH 2/28/21	01 6080L 09
				3,762.00		
LIFE-ASSIST, INC.	73262	3/17/2021	1	52.04	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
LIFE-ASSIST, INC.	73262	3/17/2021	1	24.90	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
LIFE-ASSIST, INC.	73337	3/31/2021	1	182.93	FD/EMERGENCY MEDICAL SUPPLIES - PPE GRANT	01 6089A 01
LIFE-ASSIST, INC.	73337	3/31/2021	1	498.07	FD/EMERGENCY MEDICAL SUPPLIES - PPE GRANT	01 6089A 01
LIFE-ASSIST, INC.	73337	3/31/2021	1	448.04	FD/EMERGENCY MEDICAL SUPPLIES - PPE GRANT	01 6089A 01
				1,205.98		
LUNA, JEFFREY R	73327	3/25/2021	1	90.00	FD/REIMB REGIST CONFINED SPACE 1A TRAINING 3/8-12	01 6120E 01
M.C. ETTER PAINTING	73317	3/23/2021	1	9,800.00	WW/PREP AND PAINT OFFICE, LAB, BLOWER BLDG	12 6033B 12
M.C. ETTER PAINTING	73317	3/23/2021	2	(490.00)	WW/PREP & PAINT OFFICE, LAB, BLOWER BLDG 5% RET	12 6033B 12
M.C. ETTER PAINTING	73317	3/23/2021	3	9,800.00	WD/PREP & PAINT OFFICE, LAB, BLOWER BLDG	11 6033B 11
M.C. ETTER PAINTING	73317	3/23/2021	4	(490.00)	WD/PREP & PAINT OFFICE, LAB, BLOWER BLDG 5% RET	11 6033B 11
				18,620.00		
MALONEY, RYAN S	73194	3/2/2021	1	31.00	FD/REIMB CPR RECERTIFICATION	01 6120A 01
MALONEY, RYAN S	73194	3/2/2021	1	45.00	FD/MONTHLY CELL PHONE REIMBURSEMENT	01 6060C 01
				76.00		

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MCCRAIN, DAN	73195	3/2/2021	1	45.00	FD/MONTHLY CELL PHONE REIMBURSEMENT	01 6060C 01
MCMaster-CARR SUPPLY CO	73263	3/17/2021	1	100.37	WW/CLAMPS	12 6032T 12
MELIN ENTERPRISES, INC	73230	3/9/2021	1	18,604.70	F&R/EMERGENCY WATER MITIGATION SVCS RODEO GRNDS RE	01 6033Z 02
MENDOZA, CARLOS	73196	3/2/2021	1	100.00	F&R/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	01 6060C 02
MICHELLE DYER	73322	3/25/2021	1	85.66	F&R/FIRST AID KITS, RESPIRATOR MASKS	01 6090 02
MINER'S ACE HARDWARE	73216	3/3/2021	1	96.24	F&R/VARNISH, PAINT BRUSHES	01 6033B 02
MINER'S ACE HARDWARE	73264	3/17/2021	1	40.93	ADM/FLUORESCENT LIGHT BULBS	01 6033B 09
MINER'S ACE HARDWARE	73264	3/17/2021	1	183.99	F&R/PAINTING SUPPLIES	01 6033B 02
MINER'S ACE HARDWARE	73338	3/31/2021	1	41.27	WW/MISC DEPT SUPPLIES	12 6032T 12
				362.43		
MISSION LINEN SUPPLY	73243	3/15/2021	1	8.40	WD/TOWELS	11 6033B 11
MISSION LINEN SUPPLY	73243	3/15/2021	1	8.40	WD/TOWELS	11 6033B 11
MISSION LINEN SUPPLY	73243	3/15/2021	1	8.40	WD/TOWELS	11 6033B 11
MISSION LINEN SUPPLY	73243	3/15/2021	1	8.40	WD/TOWELS	11 6033B 11
				33.60		
MORTIMER FERNANDEZ-LOPEZ	73328	3/25/2021	1	518.00	F&R/RADIO REMOTES FOR YARD GATE	01 6033Z 02
NAVIA BENEFIT SOLUTIONS, INC.	73318	3/23/2021	1	336.00	ADM/CAFETERIA PLAN ADMINISTRATION MAR 2021	01 6086 09
NOBLE SAW, INC.	73217	3/3/2021	1	86.19	F&R/PROTECTIVE HELMET SYSTEM	01 6093 02
OFFICE1	73244	3/15/2021	1	394.86	ADM/COPIER CONTRACT BASE & OVERAGE CHARGES	01 6044 09
OFFICE1	73244	3/15/2021	1	72.62	FD/COPIER CONTRACT BASE & OVERAGE CHARGES	01 6044 01
				467.48		
PACIFIC GAS & ELECTRIC	73234	3/10/2021	1	16,886.85	WW/ELEC SVC VARIOUS LIFT STATIONS	12 6060E 12
PACIFIC GAS & ELECTRIC	73234	3/10/2021	1	65.50	WW/ELEC SVC SAN SIMEON CRK RD	12 6060E 12
PACIFIC GAS & ELECTRIC	73234	3/10/2021	1	730.41	SWF/ELEC SVC SAN SIMEON CRK RD UNIT 1	39 6060E 25
PACIFIC GAS & ELECTRIC	73234	3/10/2021	1	9.86	WD/ELEC SVC VAN GORDON CRK RD	11 6060E 11
PACIFIC GAS & ELECTRIC	73234	3/10/2021	1	30.55	F&R/ELEC SVC WEST VILLAGE RESTROOMS	01 6060E 02
PACIFIC GAS & ELECTRIC	73234	3/10/2021	2	23.08	F&R/ELEC SVC EAST VILLAGE RESTROOMS	01 6060E 02
PACIFIC GAS & ELECTRIC	73234	3/10/2021	3	1,134.30	F&R/ELEC SVC STREET LIGHTING	01 6060E 02
PACIFIC GAS & ELECTRIC	73234	3/10/2021	4	299.43	F&R/ELEC SVC VETS HALL	01 6060E 02
PACIFIC GAS & ELECTRIC	73234	3/10/2021	5	815.82	FD/ELEC SVC 2850 BURTON DR	01 6060E 01
PACIFIC GAS & ELECTRIC	73234	3/10/2021	6	369.68	ADM/ELEC SVC 1316 TAMSON DR	01 6060E 09
PACIFIC GAS & ELECTRIC	73234	3/10/2021	7	185.34	ADM/ELEC SVC RADIO SHACK	01 6060E 09
PACIFIC GAS & ELECTRIC	73234	3/10/2021	1	7,892.99	WD/ELEC SVC VARIOUS WELLS	11 6060E 11
PACIFIC GAS & ELECTRIC	73234	3/10/2021	1	1,749.82	WD/ELEC SVC 2820 SANTA ROSA CRK RD	11 6060E 11
PACIFIC GAS & ELECTRIC	73234	3/10/2021	1	51.47	SWF/ELEC SVC SAN SIMEON CRK RD UNIT 2	39 6060E 25
				30,245.10		
PAMELA DUFFIELD	73190	3/2/2021	1	100.00	ADM/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	01 6060C 09
PETTY CASH	73179	3/2/2021	1	67.78	ADM/POSTAGE EXPENSE	01 6051 09
PETTY CASH	73179	3/2/2021	2	33.73	ADM/OFFICE SUPPLIES	01 6050 09
				101.51		
PITNEY BOWES GLOBAL FINANCIAL	73339	3/31/2021	1	148.20	ADM/QUARTERLY LEASE POSTAGE MACHINE 1/12-4/11/21	01 6070 09
PROCARE JANITORIAL SUPPLY INC.	73266	3/17/2021	1	643.99	F&R/BATH TISSUE, DISINFECTANT	01 6090 02
PUREFLOW FILTRATION DIVISION O	73229	3/9/2021	1	2,089.23	WD/FILTER GASKET AND DOOR REPAIR KIT SR4	11 6031R 11
QUILL CORP	73319	3/23/2021	1	113.67	F&R/DEPT OPERATING SUPPLIES	01 6090 02
QUILL CORP	73319	3/23/2021	1	38.59	F&R/DEPT OPERATING SUPPLIES	01 6090 02
				152.26		
RAY DIENZO	73188	3/2/2021	1	33.33	WD/MONTHLY CELL PHONE & INTERNET REIMB	11 6060C 11
RAY DIENZO	73188	3/2/2021	2	33.33	WW/MONTHLY CELL PHONE & INTERNET REIMB	12 6060C 12

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RAY DIENZO	73188	3/2/2021	3	33.34 100.00	SWF/MONTHLY CELL PHONE & INTERNET REIMB	39 6060C 25
READY REFRESH BY NESTLE	73245	3/15/2021	1	215.15	WW/DRINKING WATER	12 6050 12
RETIREE00	73272	3/18/2021	1	451.95	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE01	73273	3/18/2021	1	451.95	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE02	73274	3/18/2021	1	522.71	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE04	73275	3/18/2021	1	154.47	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE06	73276	3/18/2021	1	154.47	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE07	73277	3/18/2021	1	154.47	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE08	73278	3/18/2021	1	121.83	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE09	73279	3/18/2021	1	154.47	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE10	73280	3/18/2021	1	154.47	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE11	73281	3/18/2021	1	154.47	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE12	73282	3/18/2021	1	1,149.29	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE13	73283	3/18/2021	1	154.47	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE14	73284	3/18/2021	1	154.47	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE15	73285	3/18/2021	1	181.06	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE16	73286	3/18/2021	1	505.13	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE17	73287	3/18/2021	1	451.95	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE19	73288	3/18/2021	1	451.95	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE20	73289	3/18/2021	1	154.47	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE21	73290	3/18/2021	1	181.06	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE22	73291	3/18/2021	1	451.95	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE24	73292	3/18/2021	1	181.06	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE26	73293	3/18/2021	1	839.63	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE27	73294	3/18/2021	1	820.19	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE28	73295	3/18/2021	1	451.95	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE30	73296	3/18/2021	1	503.14	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE31	73297	3/18/2021	1	154.47	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE32	73298	3/18/2021	1	820.19	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE33	73299	3/18/2021	1	522.71	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE34	73300	3/18/2021	1	121.83	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE34	73300	3/18/2021	2	(118.62)	FD/CREDIT FOR OVERPAYMENT	01 5121 01
RETIREE36	73301	3/18/2021	1	667.76	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE37	73302	3/18/2021	1	55.31	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE37	73302	3/18/2021	2	719.06	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE37	73302	3/18/2021	3	331.88	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE38	73303	3/18/2021	1	1,587.85	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE39	73304	3/18/2021	1	522.71 14,492.18	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
ROBIN PAULDING	70527	3/22/2021	9000	(80.00)	Ck# 070527 Reversed MQ CUSTOMER REFUND	11 2005
ROBIN PAULDING	73309	3/22/2021	9000	80.00	Ck# 073309->070527 Replacement MQ CUSTOMER REFUND	11 2005
SAF-T-FLO WATER SERVICES	73180	3/2/2021	1	206.72	WD/DOSING LINE INJECTION SR4 WELL TREATMENT	11 6031R 11
SAN LUIS POWERHOUSE	73208	3/3/2021	1	1,187.20	WW/REPAIR GENERATOR LIFT STN B3	12 6033Z 12
SHANK, BENJAMIN	73329	3/25/2021	1	812.20	FD/REIMB REGIST & HOTEL, FIRE APP TRNG 2/22-26	01 6120E 01
SILVIA MIRABELLA	73265	3/17/2021	1	134.05	WD/REF ASNMT DEP BAL APN 023.116.023 MIRABELLA	11 4124 11
SLO COUNTY CLERK-RECORDER	73231	3/9/2021	1	8,097.11	ADM/GENERAL ELECTION STMT OF CHRGS FOR 11/3/20	01 6055 09
SLO COUNTY IWMA	73270	3/17/2021	1	91.60	WW/HAZARDOUS WASTE DISPOSAL	12 6092 12
SPECIALIZED EQUIPMENT REPAIR	73330	3/25/2021	1	552.32	FD/EMERGENCY GENERATOR MAINTENANCE	01 6040 01
STANLEY CONVERGENT	73246	3/15/2021	1	545.16	FD/ANNUAL MONITORING CHARGE 1/1/21-12/31/21	01 6048 01
STICKS & STONES TRUCKING LLC	73247	3/15/2021	1	170.00	F&R/GREEN WASTE DISPOSAL	01 6033R 02
SYNCB/AMAZON	73181	3/2/2021	1	103.34	WW/SHOP TOWELS	12 6032T 12

**CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH OF MARCH 2021**

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
SYNCB/AMAZON	73181	3/2/2021	2	13.66	WD/SAFETY EAR MUFFS	11 6090 11
SYNCB/AMAZON	73181	3/2/2021	3	10.71	ADM/COMPUTER CABLE	01 6045 09
SYNCB/AMAZON	73181	3/2/2021	4	25.37	ADM/OFFICE SUPPLIES	01 6050 09
SYNCB/AMAZON	73181	3/2/2021	5	69.64	WW/TRACTION AND REFLECTIVE TAPE	12 6032C 12
SYNCB/AMAZON	73181	3/2/2021	6	42.87	WD/COMPUTER ADAPTERS	11 6045 11
SYNCB/AMAZON	73181	3/2/2021	7	42.87	WW/COMPUTER ADAPTERS	12 6045 12
SYNCB/AMAZON	73181	3/2/2021	8	1,926.20	ADM/SCANNERS FOR FINANCE STAFF TYLER FIN MGMT SYS	01 6045 09
SYNCB/AMAZON	73181	3/2/2021	9	14.24	ADM/OFFICE SUPPLIES	01 6050 09
SYNCB/AMAZON	73181	3/2/2021	10	49.95	FD/COPY PAPER	01 6050 01
SYNCB/AMAZON	73181	3/2/2021	11	26.56	FD/COFFEE & CREAMER FOR STATION	01 6090 01
SYNCB/AMAZON	73181	3/2/2021	12	186.52	FD/COFFEE FOR STATION	01 6090 01
SYNCB/AMAZON	73181	3/2/2021	13	32.15	ADM/TONER CARTRIDGE	01 6045 09
SYNCB/AMAZON	73181	3/2/2021	14	64.74	F&R/BATTERY BACKUP & SURGE PROTECTOR	01 6033Z 02
SYNCB/AMAZON	73181	3/2/2021	15	15.40	F&R/COMPUTER POWER CORD	01 6033Z 02
SYNCB/AMAZON	73181	3/2/2021	16	15.40	ADM/COMPUTER POWER CORD	01 6045 09
SYNCB/AMAZON	73181	3/2/2021	17	37.08	WW/CAUTION TAPE	12 6032C 12
SYNCB/AMAZON	73181	3/2/2021	18	277.49	WW/FLASHLIGHTS, BATTERIES, DUCT TAPE	12 6032T 12
SYNCB/AMAZON	73181	3/2/2021	19	185.05	FD/PAPER TOWEL DISPENSER, PAPER TOWELS	01 6090 01
SYNCB/AMAZON	73181	3/2/2021	20	6.54	ADM/OFFICE SUPPLIES	01 6050 09
SYNCB/AMAZON	73181	3/2/2021	21	25.61	WW/COMPUTER MONITOR POWER CORD	12 6032L 12
SYNCB/AMAZON	73181	3/2/2021	22	47.84	ADM/OFFICE SUPPLIES	01 6050 09
SYNCB/AMAZON	73181	3/2/2021	23	27.86	FD/TRASH CAN LINERS	01 6090 01
SYNCB/AMAZON	73181	3/2/2021	24	68.54	FD/TRASH CAN LINERS	01 6090 01
				<u>3,315.63</u>		
TEMPLETON UNIFORMS	73248	3/15/2021	1	152.60	FD/NOMEX SHIRT, NAME TAG, AROUFFAER	01 6094 01
TEMPLETON UNIFORMS	73248	3/15/2021	1	486.92	FD/TACTICAL PANTS AROUFFAER	01 6094 01
				<u>639.52</u>		
THE BLUEPRINTER	73224	3/9/2021	1	15.77	WD/LATE NOTICES	11 6053 11
THE BLUEPRINTER	73224	3/9/2021	2	15.78	WW/LATE NOTICES	12 6053 12
				<u>31.55</u>		
THE GAS COMPANY	73233	3/10/2021	1	162.51	F&R/GAS SVC VETS HALL	01 6060G 02
THE GAS COMPANY	73233	3/10/2021	1	52.05	ADM/GAS SVC TAMSON DR	01 6060G 09
THE GAS COMPANY	73233	3/10/2021	1	375.92	FD/GAS SVC 2850 BURTON DR	01 6060G 01
THE GAS COMPANY	73233	3/10/2021	1	90.15	WW/GAS SVC 5500 HEATH LANE #B	12 6060G 12
THE GAS COMPANY	73233	3/10/2021	1	50.54	FD/GAS SVC 5490 HEATH LANE	01 6060G 01
THE GAS COMPANY	73233	3/10/2021	1	230.55	WW/GAS SVC 5500 HEATH LANE	12 6060G 12
				<u>961.72</u>		
TYLER TECHNOLOGIES, INC	73211	3/3/2021	1	5,100.00	ADM/UTIL BILL, CASHIERING, PERS MGMT CONFIG	01 6170 09
TYLER TECHNOLOGIES, INC	73211	3/3/2021	1	3,000.00	ADM/UTIL BILLING CONVERSION	01 6170 09
TYLER TECHNOLOGIES, INC	73211	3/3/2021	1	3,500.00	ADM/CASHIERING, UTIL BILLING CONFIG	01 6170 09
				<u>11,600.00</u>		
US BANK EQUIPMENT FINANCE	73232	3/9/2021	1	199.53	ADM/COPIER LEASE PAYMENT	01 6044 09
US BANK EQUIPMENT FINANCE	73232	3/9/2021	2	109.85	FD/COPIER LEASE PAYMENT	01 6044 01
				<u>309.38</u>		
VERIZON WIRELESS	73320	3/23/2021	1	218.25	FD/MONTHLY ON-CALL CELL PHONES AND TABLETS	01 6060C 01
VERIZON WIRELESS	73320	3/23/2021	2	49.98	F&R/MONTHLY ON-CALL CELL PHONES AND TABLETS	01 6060C 02
VERIZON WIRELESS	73320	3/23/2021	3	85.85	WD/MONTHLY ON-CALL CELL PHONES AND TABLETS	11 6060C 11
VERIZON WIRELESS	73320	3/23/2021	4	75.98	WW/MONTHLY ON-CALL CELL PHONES AND TABLETS	12 6060C 12
				<u>430.06</u>		
VITAL RECORDS CONTROL	73213	3/3/2021	1	516.74	ADM/BOX STORAGE	01 6080M 09
VITAL RECORDS CONTROL	73269	3/17/2021	1	523.44	ADM/BOX STORAGE & PICK UP	01 6080M 09
				<u>1,040.18</u>		
WARREN B SMITH	73249	3/15/2021	1	100.00	MQ CUSTOMER REFUND	11 2005
WEST COAST TREE SERVICE	73182	3/2/2021	1	30,000.00	F&R/HOMELESS CAMP CLEAN UP CAMBRIA DR & HWY 1	01 6033E 02
WEST COAST TREE SERVICE	73182	3/2/2021	1	5,000.00	F&R/REMOVE DEAD & DANGEROUS TREES FISCALINI RANCH	01 6033R 02
WEST COAST TREE SERVICE	73182	3/2/2021	1	2,000.00	F&R/HOMELESS CAMP CLEAN UP POCKET PARK CENTER ST	01 6033E 02
WEST COAST TREE SERVICE	73182	3/2/2021	1	400.00	F&R/CLEAN MUD FROM PUBLIC RESTROOMS	01 6033Z 02

**CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH OF MARCH 2021**

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
				37,400.00		
WESTERN EQUIPMENT FINANCE, INC	73200	3/2/2021	1	306.33	F&R/TORO TX 1000 DINGO WIDE TRACK MAR 2021 PRINC	01 2520 02
WESTERN EQUIPMENT FINANCE, INC	73200	3/2/2021	2	33.52	F&R/TORO TX 1000 DINGO WIDE TRACK MAR 2021 INT	01 6180H 02
				339.85		
WEYRICK COMPANIES, INC.	73341	3/31/2021	1	170.10	FD/LUMBER	01 6033B 01
WM A MORTON & ANJA NOLTING MC	73228	3/9/2021	1	14,338.97	WD/ANNUAL INSTALLMENT PMT F-650 DUMP TRUCK PRINC	11 6180J 11
WM A MORTON & ANJA NOLTING MC	73228	3/9/2021	2	2,597.47	WD/ANNUAL INSTALLMENT PMT F-650 DUMP TRUCK INT	11 6180H 11
				16,936.44		
<b>Accounts Payable Vendor Subtotal</b>				<b>323,702.72</b>		
Fire Department Accounts Payable Subtotal				17,745.88		
Facilities & Resources Accounts Payable Subtotal				81,914.87		
Administration Accounts Payable Subtotal				56,995.70		
Water Accounts Payable Subtotal				91,092.17		
Wastewater Accounts Payable Subtotal				57,034.01		
SWF Operations Accounts Payable Subtotal				4,728.56		
SWF Capital Accounts Payable Subtotal				14,191.53		
<b>Accounts Payable Vendor Subtotal</b>				<b>323,702.72</b>		
AMERITAS LIFE INSURANCE GROUP	7048	3/31/2021	1	3,906.60	DENTAL INSURANCE-YER	01 2150
AMERITAS LIFE INSURANCE GROUP	7048	3/31/2021	1	599.44	DENTAL INSURANCE-YER	01 2150
				4,506.04		
CALIFORNIA STATE DISBURSEMENT	7036	3/19/2021	1	585.00	GARNISH-CHILD SUPPOR	01 2163
CAMBRIA COMMUNITY SERVICES DIS	7028	3/5/2021	1	1,440.00	MEDICAL REIMBURSEMNT	01 2171
CAMBRIA COMMUNITY SERVICES DIS	7028	3/5/2021	2	200.00	MEDICAL REIMBURSEMNT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	7028	3/5/2021	3	50.00	MEDICAL REIMBURSEMNT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	7028	3/5/2021	4	300.00	MEDICAL REIMBURSEMNT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	7028	3/5/2021	5	200.00	MEDICAL REIMBURSEMNT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	7028	3/5/2021	6	200.00	MEDICAL REIMBURSEMNT	12 5122 12
CAMBRIA COMMUNITY SERVICES DIS	7037	3/19/2021	1	1,440.00	MEDICAL REIMBURSEMNT	01 2171
CAMBRIA COMMUNITY SERVICES DIS	7037	3/19/2021	2	200.00	MEDICAL REIMBURSEMNT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	7037	3/19/2021	3	50.00	MEDICAL REIMBURSEMNT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	7037	3/19/2021	4	300.00	MEDICAL REIMBURSEMNT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	7037	3/19/2021	5	200.00	MEDICAL REIMBURSEMNT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	7037	3/19/2021	6	200.00	MEDICAL REIMBURSEMNT	12 5122 12
				4,780.00		
CAMBRIA FIRE FIGHTERS LOCAL 46	7030	3/5/2021	1	240.00	DUES-FIRE IAFF	01 2160
CAMBRIA FIRE FIGHTERS LOCAL 46	7047	3/19/2021	1	240.00	DUES-FIRE IAFF	01 2160
				480.00		
CAMBRIA FIREFIGHTERS ASSN	7046	3/19/2021	1	57.50	RESERVE FIREFTR DUES	01 2160
EMPLOYMENT DEVELOPMENT DP	7029	3/5/2021	1	3,341.16	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	7029	3/5/2021	1	1,312.39	STATE INCOME TAX	01 2130
EMPLOYMENT DEVELOPMENT DP	7038	3/19/2021	1	4,302.68	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	7038	3/19/2021	1	1,519.87	STATE INCOME TAX	01 2130
				10,476.10		
ICMA-VNTGPT TRSFR AGT 457	7033	3/5/2021	1	5,752.52	457 YEE CONTRIBUTION	01 2141
ICMA-VNTGPT TRSFR AGT 457	7033	3/5/2021	1	900.00	457 YEE CONTRIBUTION	01 2141
ICMA-VNTGPT TRSFR AGT 457	7033	3/5/2021	1	320.00	457 YEE CONTRIBUTION	01 2141
ICMA-VNTGPT TRSFR AGT 457	7043	3/19/2021	1	5,917.86	457 YEE CONTRIBUTION	01 2141
ICMA-VNTGPT TRSFR AGT 457	7043	3/19/2021	1	900.00	457 YEE CONTRIBUTION	01 2141
				13,790.38		
IRS/FEDERAL PAYROLL TAXES	7032	3/5/2021	1	9,550.66	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	7032	3/5/2021	1	13,772.40	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	7032	3/5/2021	1	3,220.98	FEDERAL INCOME TAX	01 2120

**CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH OF MARCH 2021**

<b>VENDOR</b>	<b>CHECK NO.</b>	<b>CHECK DATE</b>	<b>LINE NO.</b>	<b>LINE AMOUNT</b>	<b>DESCRIPTION</b>	<b>ACCOUNT NUMBER</b>
IRS/FEDERAL PAYROLL TAXES	7042	3/19/2021	1	11,678.10	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	7042	3/19/2021	1	15,742.66	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	7042	3/19/2021	1	3,707.88	FEDERAL INCOME TAX	01 2120
				<u>57,672.68</u>		
PERS HEALTH BENEFIT SERV	7051	3/31/2021	1	33,914.48	MEDICAL INSURANC-YER	01 2151
PERS HEALTH BENEFIT SERV	7051	3/31/2021	2	97.22	MEDICAL INSURANC-YER	01 5103 09
PERS HEALTH BENEFIT SERV	7051	3/31/2021	3	715.00	MEDICAL INSURANC-YER	01 5121 01
PERS HEALTH BENEFIT SERV	7051	3/31/2021	4	715.00	MEDICAL INSURANC-YER	01 5121 02
PERS HEALTH BENEFIT SERV	7051	3/31/2021	5	1,573.00	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	7051	3/31/2021	6	858.00	MEDICAL INSURANC-YER	11 5121 11
PERS HEALTH BENEFIT SERV	7051	3/31/2021	7	1,001.00	MEDICAL INSURANC-YER	12 5121 12
PERS HEALTH BENEFIT SERV	7051	3/31/2021	8	54.24	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	7051	3/31/2021	1	6,608.04	MEDICAL INSURANC-YER	01 2151
				<u>45,535.98</u>		
PERS RETIREMENT SYSTEM	7034	3/5/2021	1	21,916.92	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	7034	3/5/2021	2	0.01	PERS PAYROLL REMITTANCE	01 5109 09
PERS RETIREMENT SYSTEM	7044	3/19/2021	1	0.01	PERS PAYROLL REMITTANCE	01 5109 01
PERS RETIREMENT SYSTEM	7044	3/19/2021	2	23,314.05	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	7050	3/31/2021	1	9,359.34	UNFUNDED ACCRUED LIAB-SAF	01 5109 01
PERS RETIREMENT SYSTEM	7050	3/31/2021	1	10,049.03	UNFUNDED ACCRUED LIAB-MIS	01 5109 09
PERS RETIREMENT SYSTEM	7050	3/31/2021	2	3,207.74	UNFUNDED ACCRUED LIAB-MIS	01 5109 02
PERS RETIREMENT SYSTEM	7050	3/31/2021	3	6,216.77	UNFUNDED ACCRUED LIAB-MIS	11 5109 11
PERS RETIREMENT SYSTEM	7050	3/31/2021	4	7,409.03	UNFUNDED ACCRUED LIAB-MIS	12 5109 12
PERS RETIREMENT SYSTEM	7050	3/31/2021	5	1,504.52	UNFUNDED ACCRUED LIAB-MIS	39 5109 25
				<u>82,977.42</u>		
PPBI-DIRECT DEPOSIT	7031	3/5/2021	1	1,195.00	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	7031	3/5/2021	1	71,369.08	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	7041	3/19/2021	1	1,045.00	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	7041	3/19/2021	1	81,833.41	Direct Deposit Flat	01 2152
				<u>155,442.49</u>		
SEIU LOCAL 620	7035	3/5/2021	1	389.01	SEIU UNION DUES	01 2160
SEIU LOCAL 620	7045	3/19/2021	1	389.01	SEIU UNION DUES	01 2160
				<u>778.02</u>		
THE LINCOLN NATIONAL LIFE INSU	7049	3/31/2021	1	280.24	LIFE INSURANCE	01 2164
				<b>Payroll Payable Subtotal</b>		
				377,361.85		
<b>TOTAL DISBURSEMENTS FOR MARCH 2021</b>				701,064.57		

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
Thursday, March 11, 2021 12:00 PM

**1. OPENING**

**A. Call to Order**

President Steidel called the meeting to order at 2:00 p.m.

**B. Pledge of Allegiance**

President Steidel led the Pledge of Allegiance.

**C. Establishment of Quorum**

A quorum was established.

Directors present via Zoom: Cindy Steidel, Donn Howell, Harry Farmer, Karen Dean and Tom Gray.

Staff present via Zoom: General Manager John F. Weigold, IV, District Counsel Timothy Carmel, Finance Manager Pamela Duffield, Fire Chief William Hollingsworth, Facilities & Resources Supervisor Carlos Mendoza, Utilities Department Manager/District Engineer Ray Dienzo and Board Secretary Ossana Terterian.

**D. Agenda Review: Additions/Deletions**

President Steidel asked for any additions or deletions.

Director Dean would like to discuss item 4C earlier on the list.

The Board agreed and re-ordered the agenda as follows: 4A, 4C, 4D, and 4B.

**2. COMMISSION REPORT**

**A. PROS Chairman's Report**

PROS Commission member Jim Bahringer provided a report on the FFRP and Skatepark.

**3. PUBLIC COMMENT**

Public Comment:

Karen Dean, Cambria

Ted Key, Cambria

Tina Dickason, Cambria

Michael Calderwood, Cambria

Steve Puglisi, Cambria

Michael Lyons, Cambria

Elizabeth Bettenhausen, Cambria



Christine Heinrichs, Cambria (submitted a written comment for the record)  
 [missing first or last name] Scott, Cambria  
 Juli Amodei, Cambria  
 Cheryl McDowell, Cambria (submitted a written comment for the record)

#### 4. REGULAR BUSINESS

##### A. Discussion and Consideration of Establishing a Board Ad Hoc Committee for Forest Management Alternatives

Mr. Weigold introduced the item and provided a brief summary.

Public Comment:

Bob Fountain, Cambria  
 Crosby Schwartz, Cambria  
 Laura Schwartz, Cambria  
 Christine Heinrichs, Cambria (submitted a written comment for the record)  
 Kitty Connolly, Cambria  
 Claudia Harmon, Cambria  
 Tina Dickason, Cambria

President Steidel moved to establish a Board Ad Hoc Committee for Forest Management Alternatives with the participation of Director Farmer and Director Gray.

Vice President Howell seconded the motion.

Motion Passed Unanimously Ayes – 5 (Steidel, Howell, Farmer, Dean, Gray)  
 Nays– 0 Absent – 0

##### B. Discussion of the Policy Committee's Work Plan and Consideration of Establishing a Board Ad Hoc Committee to Inventory Existing District Policies and Make Recommendations to the Board

Mr. Weigold introduced the item and provided a brief summary.

Public Comment:

Ted Key, Cambria  
 Claudia Harmon, Cambria  
 Gordon Heinrichs, Cambria

Vice President Howell moved that an ad hoc committee be created to inventory existing District policies and make recommendations to the Board and that it consist of Vice President Howell and Director Gray.

Director Dean seconded the motion.

Motion Passed Unanimously Ayes – 5 (Steidel, Howell, Farmer, Dean, Gray)  
 Nays– 0 Absent – 0

##### C. Discussion and Consideration Regarding Renaming the Facility Presently Known as the Sustainable Water Facility (SWF)

Mr. Weigold introduced the item and provided a brief summary.

**Public Comment:**

Crosby Schwartz, Cambria

Laura Schwartz, Cambria

Ted Key, Cambria

Elizabeth Bettenhausen, Cambria

Tina Dickason, Cambria

Christine Heinrichs, Cambria (submitted a written comment for the record)

Gordon Heinrichs, Cambria

Robert Reed, Cambria (submitted a written comment for the record)

James Townsend, Cambria (submitted a written comment for the record)

Robert Fountain, Cambria (submitted a written comment for the record)

Director Dean moved to change the name known presently as EWS/SWF to the Water Reclamation Facility and direct staff to come back to the Board with a report on what is involved and the timeline of the implementation of the name change and bring that report back to the first meeting in April.

Director Gray seconded the motion.

Motion Passed Unanimously Ayes – 5 (Steidel, Howell, Farmer, Dean, Gray)

Nays– 0 Absent – 0

President Steidel suggested a 5-minute break from 4:25pm to 4:30pm.

**D. Discussion and Consideration for the Current ITS Board Ad Hoc Committee to Investigate Potential Action to Suspend All Active Intent to Serve Letters**

Mr. Weigold introduced the item and provided a brief summary.

**Public Comment:**

Tina Dickason, Cambria

Christine Heinrichs, Cambria (submitted a written comment for the record)

Ted Key, Cambria

Elizabeth Bettenhausen, Cambria

Gordon Heinrichs, Cambria

Director Dean moved to direct the ITS Board Ad Hoc Committee to investigate potential action to suspend all active Intent to Serve letters.

Vice President Howell seconded the motion.

Motion Passed Unanimously Ayes – 5 (Steidel, Howell, Farmer, Dean, Gray)

Nays– 0 Absent – 0

Director Gray moved to extend the meeting to 5:30pm.

Director Dean seconded the motion.

Motion Passed Unanimously Ayes – 5 (Steidel, Howell, Farmer, Dean, Gray)

Nays– 0 Absent – 0

**5. FUTURE AGENDA ITEM(S)**

President Steidel asked for any future agenda items.

Director Farmer would like to offer the possibility of discussing the ban on polystyrene and perhaps the District would consider writing a letter of support for continuing the ban.

Vice President Howell stated he brought the Policy Committee's recommendation on lighting to the Board and it got lost. He would like to bring it back, but it doesn't have to be at the next meeting.

Director Dean wanted to make sure that the EWS/SWF name change is on the agenda for the first meeting of April.

## **6. ADJOURN TO CLOSED SESSION**

### **A. Public Comment**

President Steidel asked for public comment. There was none.

Director Gray moved to extend the meeting to 5:45 p.m.

Director Dean seconded the motion.

Motion Passed Unanimously Ayes – 5 (Steidel, Howell, Farmer, Dean, Gray)  
Nays– 0 Absent – 0

President Steidel adjourned the meeting to closed session at 5:18 p.m.

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION Significant  
Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2) One  
Potential Case

For further detail on the CCSD meeting, please visit the district's website to review the meeting recording or visit SLO-Span's website: <https://slo-span.org/static/meetings-CCSD.php>. CCSD written comments can be reviewed on the district's meeting webpage.

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
Thursday, March 18, 2021 2:00 PM

**1. OPENING**

**A. Call to Order**

President Steidel called the meeting to order at 2:00 p.m.

**B. Pledge of Allegiance**

President Steidel led the Pledge of Allegiance.

**C. Establishment of Quorum**

A quorum was established.

Directors present via Zoom: Cindy Steidel, Donn Howell, Harry Farmer, Karen Dean and Tom Gray.

Staff present via Zoom: General Manager John F. Weigold, IV, District Counsel Timothy Carmel, Finance Manager Pamela Duffield, Fire Chief William Hollingsworth, Facilities & Resources Supervisor Carlos Mendoza, Utilities Department Manager/District Engineer Ray Dienzo and Board Secretary Ossana Terterian.

**D. Report from Closed Session**

District Counsel reported that the Board of Directors discussed anticipated litigation pursuant to Government Code Section 54956.9. There's nothing to report.

**E. President's Report**

President Steidel mentioned a correspondence that came to the District from the Upper Salinas/Las Tablas Resource Conservation District. It was a proposal to apply for funding for fish and wildlife and they are asking for letters of support.

**F. Agenda Review: Additions/Deletions**

President Steidel asked for any additions or deletions. There were none.

**2. PUBLIC SAFETY**

**A. Sheriff's Department Report**

Commander MacDonald provided a summary of the Sheriff's Department Report.

**B. CCSD Fire Chief's Report**

Chief Hollingsworth provided a report on recent activities in Cambria.

### 3. PUBLIC COMMENT

Public Comment:  
Elizabeth Bettenhausen, Cambria

### 4. CONSENT AGENDA

- A. Consideration to Adopt the February 2021 Expenditure Report
- B. Consideration to Adopt the February 11, 2021 and February 18, 2021 Regular Meeting Minutes
- C. Consideration of Adoption of Resolution 09-2021 Regarding the Continued Local State of Emergency Declaration

Director Gray moved to adopt the consent agenda items A, B, and C.

Director Dean seconded the motion.

Motion Passed Unanimously Ayes – 5 (Steidel, Howell, Farmer, Dean, Gray) Nays– 0 Absent – 0

### 5. REGULAR BUSINESS

- A. Discussion and Consideration of Strategic Plan Status Report and Update

Mr. Weigold introduced the item and provided a summary.

Public Comment:  
Elizabeth Bettenhausen, Cambria  
Christine Heinrichs, Cambria (submitted a written comment for the record)  
Crosby & Laura Swartz, Cambria

- B. Receive and File Fiscal Year 2018-2019 Independent Auditor's Report

Mr. Weigold introduced the item and provided a summary. Alex Hom from MLH provided a summary of the report and answered questions.

Public Comment: There was none.

- C. Presentation Regarding Dark Skies Initiative and Discussion and Consideration of Request for Letter of Support

Mr. Weigold introduced the item and provided a summary. Claudia Harmon gave a PowerPoint presentation.

Public Comment:  
Christine Heinrichs, Cambria (submitted a written comment for the record)  
Elizabeth Bettenhausen, Cambria  
Catherine Hyde, Cambria

Director Howell moved that the Cambria Community Services District fully support Beautify Cambria's efforts to secure certification as an IDA International Dark Sky community.

Director Gray seconded the motion.

Motion Passed Unanimously Ayes – 5 (Steidel, Howell, Farmer, Dean, Gray) Nays– 0 Absent – 0

The Board then continued discussion on what should be included in the letter. It was decided to add the word "certain" and remove the word "street" in the second paragraph before the word lighting. It was also decided to eliminate paragraph four altogether.

**D. Review, Discussion and Consideration to Approve the Proposed Goals and Objectives of the Parks, Recreation and Open Space Commission**

Mr. Weigold introduced the item and provided a summary and turned it over to PROS Chairman Steve Kniffen for further explanation.

Public Comment:

Elizabeth Bettenhausen, Cambria  
Crosby and Laura Swartz, Cambria

Director Dean moved to accept the Approval of the Proposed Goals and Objectives of the PROS Commission as presented but with the word "amenities" replacing "recreational purposes."

Director Gray seconded the motion.

Motion Passed Unanimously Ayes – 5 (Steidel, Howell, Farmer, Dean, Gray) Nays– 0 Absent – 0

Director Howell requested a brief break from 4:22 to 4:30 p.m. All agreed.

**E. Discussion and Consideration of a Letter Opposing the Repeal of the Ordinance to Regulate Polystyrene**

Mr. Weigold introduced the item and provided a summary.

Public Comment:

Christine Heinrichs, Cambria (submitted a written comment for the record)  
Elizabeth Bettenhausen, Cambria  
Mel McColloch, Cambria (submitted a written comment for the record)

Director Farmer moved to send the letter opposing the repeal of the ordinance to regulate polystyrene.

Director Dean seconded the motion.

Motion Passed Ayes – 4 (Steidel, Howell, Farmer, Dean) Nays– 1 (Gray) Absent – 0

Director Farmer asked to change the wording of the letter regarding whom it was being addressed to (no action necessary by Board since they were clerical changes per Counsel).

Director Gray moved to extend the meeting to 5:30 p.m.

Director Dean seconded the motion.

Motion Passed Unanimously Ayes – 5 (Steidel, Howell, Farmer, Dean, Gray) Nays– 0 Absent – 0

## 6. **MANAGER REPORTS**

### A. Public Comment: The President will be asking for Public Comment before the Reports

Public Comment:

Christine Heinrichs, Cambria (submitted a written comment for the record)

Elizabeth Bettenhausen, Cambria

Michael Calderwood, Cambria

### B. General Manager's Report

Mr. Weigold provided a summary of the General Manager's Report.

Director Dean moved to extend the meeting to 5:45 p.m. and table the committee and liaison reports to the next meeting.

Director Gray seconded the motion.

Motion Passed Ayes – 4 (Steidel, Howell, Dean, Gray) Nays– 1 (Farmer) Absent - 0

### C. Finance Manager's Report

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

### D. Utilities Report

Mr. Dienzo provided a summary of the Utilities Report.

Director Gray moved to extend the meeting to 5:50 p.m.

Director Farmer seconded the motion.

Motion Passed Unanimously Ayes – 5 (Steidel, Howell, Farmer, Dean, Gray) Nays– 0 Absent – 0

Public Comment:

Crosby Swartz, Cambria

## 7. **BOARD MEMBER, COMMITTEE AND LIAISON REPORTS**

The Board of Directors did not discuss this item, which was moved to the next Board meeting.

### A. Public Comment: The President will be asking for Public Comment before the reports

- B. Finance Committee's Report
- C. Policy Committee's Report
- D. Resources and Infrastructure Committee's Report
- E. Other Liaison Reports and Ad Hoc Committee Reports

**8. FUTURE AGENDA ITEM(S)**

President Steidel asked for any future agenda items. There were none.

**9. ADJOURN**

President Steidel adjourned the meeting at 5: 50 p.m.

For further detail on the CCSD meeting, please visit the District's website to review the meeting recording or visit SLO-Span's website: <https://slo-span.org/static/meetings-CCSD.php>. CCSD written comments can be reviewed on the District's meeting webpage.



## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.C.**FROM: John F Weigold IV, General Manager  
William Hollingsworth, Fire Chief

Meeting Date: April 15, 2021

Subject: Consideration of Adoption of  
Resolution 10-2021 Declaring a  
Public Nuisance for the Annual  
Fire Hazard Fuel Reduction  
Program**RECOMMENDATIONS:**

1. Adopt Resolution 10-2021 declaring weeds and other hazardous wildland fuels a public nuisance within the Cambria Community Services District (CCSD).
2. Direct staff to proceed with mailing notices to abate and remove hazardous wildland fuels, in order to maintain community defensible space.
3. Direct staff to proceed with issuing a Request for Proposal ("RFP") to contractors to abate and remove the fuels and vegetation.

**FISCAL IMPACT:**

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

**DISCUSSION:**

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

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

There are approximately 1,861 vacant parcels within the CCSD that Fire Department staff has identified for inclusion in the 2021 FHFRP. Notices are then sent to those property owners whose properties require abatement. The abatement deadline is July 15, 2021. In accordance with the procedures in the Health and Safety Code, a public hearing is being scheduled to be held on August 12, 2021. Thereafter, all parcels that were inspected and found to be either not cleared or non-compliant after the July 15, 2021 deadline are placed on a contract list and are abated by the CCSD's contractor. The number of properties requiring annual clearance by the CCSD's contractor typically varies from 50 to 150 parcels.



RESOLUTION 10-2021  
DATED: APRIL 15, 2021

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

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

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

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

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

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

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

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

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

Section 5. That a public hearing shall be held on the proposed abatement of vegetation and hazardous wildland fire fuels on August 12, 2021 at 2:00 P.M. at the following address: Cambria Veterans' Memorial Building, 1000 Main Street, Cambria, California, 93428 to provide an opportunity for all property owners having any objections to the proposed removal of such weeds to be heard and given due consideration. Please note that due to the Covid-19 pandemic, the District's meetings are currently conducted by teleconference in accordance with the Governor's Executive Order No. N-29-20, dated March 17, 2020. Information regarding how to participate in the public hearing by call-in

number or Zoom video link will be provided on the agenda for the meeting, which can be found on the District's website ([www.cambriacsd.org](http://www.cambriacsd.org)).

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

By unanimous vote on the motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, Resolution No. 10-2021 is hereby adopted.

\_\_\_\_\_  
Cindy Steidel  
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Ossana Terterian  
Board Secretary

\_\_\_\_\_  
Timothy J. Carmel  
District Counsel

**Exhibit A to Resolution 10-2021  
2021 FHFRP  
Master Parcel List**

Parcel	Use Code A-All B-Break	<a href="#">013.251.011</a>	A	<a href="#">022.041.002</a>	A	<a href="#">022.093.004</a>	A
		<a href="#">013.264.019</a>	A	<a href="#">022.042.047</a>	A	<a href="#">022.093.007</a>	A
		<a href="#">013.264.022</a>	B	<a href="#">022.043.017</a>	A	<a href="#">022.093.009</a>	A
<a href="#">013.084.005</a>	A	<a href="#">013.264.023</a>	A	<a href="#">022.046.001</a>	A	<a href="#">022.093.011</a>	A
<a href="#">013.084.006</a>	A	<a href="#">013.292.009</a>	A	<a href="#">022.052.041</a>	A	<a href="#">022.093.012</a>	A
<a href="#">013.084.011</a>	A	<a href="#">013.292.012</a>	A	<a href="#">022.052.050</a>	A	<a href="#">022.093.013</a>	A
<a href="#">013.084.017</a>	A	<a href="#">013.292.018</a>	A	<a href="#">022.052.051</a>	A	<a href="#">022.093.014</a>	A
<a href="#">013.084.018</a>	A	<a href="#">013.294.005</a>	A	<a href="#">022.053.009</a>	A	<a href="#">022.093.015</a>	A
<a href="#">013.084.028</a>	A	<a href="#">013.294.024</a>	A	<a href="#">022.053.041</a>	A	<a href="#">022.093.016</a>	A
<a href="#">013.084.035</a>	A	<a href="#">013.301.018</a>	A	<a href="#">022.053.046</a>	A	<a href="#">022.093.018</a>	A
<a href="#">013.084.036</a>	A	<a href="#">013.301.047</a>	A	<a href="#">022.063.001</a>	B	<a href="#">022.093.023</a>	A
<a href="#">013.084.039</a>	A	<a href="#">013.311.001</a>	A	<a href="#">022.071.002</a>	A	<a href="#">022.093.024</a>	A
<a href="#">013.084.041</a>	A	<a href="#">013.311.008</a>	A	<a href="#">022.071.027</a>	A	<a href="#">022.093.025</a>	A
<a href="#">013.084.042</a>	A	<a href="#">013.313.014</a>	A	<a href="#">022.071.041</a>	A	<a href="#">022.093.027</a>	B
<a href="#">013.084.046</a>	A	<a href="#">013.321.001</a>	A	<a href="#">022.071.042</a>	A	<a href="#">022.093.028</a>	B
<a href="#">013.084.052</a>	A	<a href="#">013.323.007</a>	A	<a href="#">022.071.043</a>	A	<a href="#">022.093.029</a>	B
<a href="#">013.084.054</a>	A	<a href="#">013.323.008</a>	A	<a href="#">022.071.046</a>	A	<a href="#">022.093.030</a>	A
<a href="#">013.085.009</a>	B	<a href="#">013.323.009</a>	A	<a href="#">022.071.047</a>	A	<a href="#">022.093.042</a>	A
<a href="#">013.101.046</a>	A	<a href="#">013.331.007</a>	A	<a href="#">022.071.057</a>	A	<a href="#">022.093.043</a>	A
<a href="#">013.101.054</a>	A	<a href="#">013.331.041</a>	A	<a href="#">022.071.059</a>	A	<a href="#">022.093.051</a>	A
<a href="#">013.101.061</a>	A	<a href="#">013.341.011</a>	A	<a href="#">022.071.067</a>	A	<a href="#">022.093.052</a>	A
<a href="#">013.101.063</a>	A	<a href="#">013.341.022</a>	A	<a href="#">022.071.078</a>	A	<a href="#">022.093.056</a>	A
<a href="#">013.101.072</a>	A	<a href="#">013.341.023</a>	A	<a href="#">022.071.084</a>	A	<a href="#">022.123.003</a>	A
<a href="#">013.101.082</a>	B	<a href="#">013.341.025</a>	A	<a href="#">022.071.085</a>	A	<a href="#">022.123.022</a>	A
<a href="#">013.111.004</a>	B	<a href="#">013.351.005</a>	A	<a href="#">022.072.034</a>	A	<a href="#">022.131.005</a>	A
<a href="#">013.122.005</a>	A	<a href="#">013.351.010</a>	A	<a href="#">022.072.036</a>	A	<a href="#">022.131.015</a>	A
<a href="#">013.131.038</a>	B	<a href="#">013.351.014</a>	A	<a href="#">022.083.025</a>	A	<a href="#">022.131.016</a>	A
<a href="#">013.141.005</a>	A	<a href="#">013.351.039</a>	A	<a href="#">022.083.030</a>	A	<a href="#">022.131.017</a>	A
<a href="#">013.141.018</a>	B	<a href="#">013.351.043</a>	A	<a href="#">022.083.031</a>	A	<a href="#">022.131.018</a>	A
<a href="#">013.151.002</a>	A	<a href="#">013.351.046</a>	A	<a href="#">022.083.033</a>	A	<a href="#">022.131.019</a>	A
<a href="#">013.151.020</a>	A	<a href="#">013.351.052</a>	A	<a href="#">022.083.055</a>	A	<a href="#">022.131.020</a>	A
<a href="#">013.151.034</a>	B	<a href="#">013.371.021</a>	A	<a href="#">022.083.063</a>	A	<a href="#">022.131.029</a>	A
<a href="#">013.151.038</a>	B	<a href="#">013.371.024</a>	A	<a href="#">022.084.008</a>	A	<a href="#">022.131.032</a>	A
<a href="#">013.151.039</a>	B	<a href="#">022.022.037</a>	A	<a href="#">022.084.020</a>	A	<a href="#">022.131.044</a>	A
<a href="#">013.151.041</a>	B	<a href="#">022.023.012</a>	A	<a href="#">022.084.046</a>	A	<a href="#">022.131.045</a>	A
<a href="#">013.151.044</a>	A	<a href="#">022.023.025</a>	A	<a href="#">022.084.051</a>	A	<a href="#">022.131.049</a>	A
<a href="#">013.151.045</a>	A	<a href="#">022.026.035</a>	A	<a href="#">022.091.017</a>	A	<a href="#">022.131.051</a>	A
<a href="#">013.221.017</a>	B	<a href="#">022.031.020</a>	A	<a href="#">022.091.019</a>	A	<a href="#">022.131.054</a>	A
<a href="#">013.232.004</a>	A	<a href="#">022.031.021</a>	A	<a href="#">022.091.036</a>	A	<a href="#">022.131.055</a>	A
<a href="#">013.232.010</a>	B	<a href="#">022.035.004</a>	A	<a href="#">022.091.038</a>	A	<a href="#">022.141.002</a>	A

<a href="#">022.141.012</a>	A	<a href="#">022.193.020</a>	A	<a href="#">022.231.019</a>	A	<a href="#">022.332.004</a>	A
<a href="#">022.141.047</a>	A	<a href="#">022.201.002</a>	A	<a href="#">022.231.022</a>	A	<a href="#">022.333.010</a>	A
<a href="#">022.151.010</a>	A	<a href="#">022.201.065</a>	A	<a href="#">022.232.039</a>	A	<a href="#">022.341.011</a>	A
<a href="#">022.151.012</a>	A	<a href="#">022.201.077</a>	A	<a href="#">022.241.036</a>	A	<a href="#">022.341.031</a>	A
<a href="#">022.151.013</a>	A	<a href="#">022.202.001</a>	A	<a href="#">022.242.031</a>	A	<a href="#">022.341.037</a>	A
<a href="#">022.151.014</a>	A	<a href="#">022.202.002</a>	A	<a href="#">022.243.029</a>	A	<a href="#">022.341.040</a>	A
<a href="#">022.151.015</a>	A	<a href="#">022.202.003</a>	A	<a href="#">022.243.030</a>	A	<a href="#">022.342.008</a>	A
<a href="#">022.151.017</a>	A	<a href="#">022.202.004</a>	A	<a href="#">022.261.002</a>	A	<a href="#">022.342.016</a>	A
<a href="#">022.151.027</a>	A	<a href="#">022.202.005</a>	A	<a href="#">022.261.011</a>	A	<a href="#">022.342.028</a>	A
<a href="#">022.151.030</a>	A	<a href="#">022.202.015</a>	A	<a href="#">022.261.017</a>	A	<a href="#">022.342.031</a>	A
<a href="#">022.151.033</a>	A	<a href="#">022.202.017</a>	A	<a href="#">022.261.028</a>	A	<a href="#">022.342.034</a>	A
<a href="#">022.151.034</a>	A	<a href="#">022.202.018</a>	A	<a href="#">022.261.067</a>	A	<a href="#">022.343.002</a>	A
<a href="#">022.151.040</a>	A	<a href="#">022.202.025</a>	A	<a href="#">022.271.001</a>	A	<a href="#">022.343.010</a>	A
<a href="#">022.151.045</a>	A	<a href="#">022.212.007</a>	A	<a href="#">022.271.004</a>	A	<a href="#">022.343.013</a>	A
<a href="#">022.151.050</a>	A	<a href="#">022.212.008</a>	A	<a href="#">022.271.008</a>	A	<a href="#">022.343.020</a>	A
<a href="#">022.151.051</a>	A	<a href="#">022.212.010</a>	A	<a href="#">022.271.015</a>	A	<a href="#">022.343.026</a>	A
<a href="#">022.151.058</a>	A	<a href="#">022.212.011</a>	A	<a href="#">022.271.023</a>	A	<a href="#">022.343.036</a>	A
<a href="#">022.151.061</a>	A	<a href="#">022.212.012</a>	A	<a href="#">022.271.024</a>	A	<a href="#">022.343.037</a>	A
<a href="#">022.151.065</a>	A	<a href="#">022.212.013</a>	A	<a href="#">022.271.036</a>	A	<a href="#">022.351.003</a>	A
<a href="#">022.151.066</a>	A	<a href="#">022.212.014</a>	A	<a href="#">022.271.041</a>	A	<a href="#">022.351.008</a>	A
<a href="#">022.151.068</a>	A	<a href="#">022.212.015</a>	B	<a href="#">022.271.042</a>	A	<a href="#">022.371.005</a>	A
<a href="#">022.151.074</a>	A	<a href="#">022.212.016</a>	B	<a href="#">022.271.043</a>	A	<a href="#">022.371.011</a>	A
<a href="#">022.151.079</a>	A	<a href="#">022.212.017</a>	B	<a href="#">022.271.044</a>	A	<a href="#">023.013.013</a>	A
<a href="#">022.151.080</a>	A	<a href="#">022.212.018</a>	A	<a href="#">022.271.045</a>	A	<a href="#">023.013.019</a>	A
<a href="#">022.171.027</a>	A	<a href="#">022.212.036</a>	A	<a href="#">022.271.046</a>	A	<a href="#">023.013.025</a>	A
<a href="#">022.171.045</a>	A	<a href="#">022.212.037</a>	A	<a href="#">022.271.047</a>	A	<a href="#">023.015.018</a>	A
<a href="#">022.171.046</a>	A	<a href="#">022.212.038</a>	A	<a href="#">022.271.048</a>	A	<a href="#">023.015.019</a>	A
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<a href="#">024.331.032</a>	A	<a href="#">024.353.025</a>	A	<a href="#">024.361.029</a>	A	<a href="#">024.383.014</a>	A
<a href="#">024.332.011</a>	A	<a href="#">024.353.029</a>	A	<a href="#">024.361.030</a>	A	<a href="#">024.383.015</a>	A
<a href="#">024.332.013</a>	A	<a href="#">024.353.030</a>	A	<a href="#">024.361.031</a>	A	<b>Total Parcels</b>	<b>1,861</b>
<a href="#">024.332.015</a>	A	<a href="#">024.353.031</a>	A	<a href="#">024.361.033</a>	A		
<a href="#">024.332.019</a>	A	<a href="#">024.353.041</a>	A	<a href="#">024.362.020</a>	A		
<a href="#">024.332.024</a>	A	<a href="#">024.354.002</a>	A	<a href="#">024.371.004</a>	A		

## CAMBRIA COMMUNITY SERVICES DISTRICT

**DIRECTORS:**

CINDY STEIDEL, President  
 DONN HOWELL, Vice President  
 HARRY FARMER, Director  
 KAREN DEAN, Director  
 TOM GRAY, Director


**OFFICERS:**

JOHN F. WEIGOLD IV, General Manager  
 TIMOTHY J. CARMEL, District Counsel

SR 5 C Att 03

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

### 2021 FIRE HAZARD FUEL REDUCTION PROGRAM SCHEDULE

- |           |  |
|-----------|--|
| 4/15/2021 | Declaration of Public Nuisance   |
| 4/16/2021 | Notices sent to parcel owners; parcel cutting starts                             |
| 5/13/2021 | Advertise FHFRP Contract   |
| 6/3/2021  | <b>RFP Deadline</b><br>To Be Submitted by 12PM                                   |
| 6/10/2021 | Award Contract, CCSD Board Meeting   |
| 7/15/2021 | <b>Abatement Deadline</b><br>Final Inspections                                   |
| 8/1/2021  | CCSD Contract List for Abatement Completed                                       |
| 8/12/2021 | CCSD Public Hearing/Contract List for Abatement Considered by Board for Approval |
| 8/13/2021 | CCSD Contractor Starts Lot Clearing  |
| 9/18/2021 | <b>CCSD Contractor Deadline</b><br>Final Inspections                             |



**CAMBRIA COMMUNITY SERVICES DISTRICT**

**DIRECTORS:**

CINDY STEIDEL, President  
DONN HOWELL, Vice President  
HARRY FARMER, Director  
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TOM GRAY, Director



**OFFICERS:**

JOHN F. WEIGOLD IV, General Manager  
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SR 5 C Att 04

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

April 16, 2021

APN: <<INSERT APN>>

Owner Name  
Mailing Address  
City, State, Zip Code

Dear Property Owner:

# NOTICE TO DESTROY WEEDS

## CCSD Resolution 10-2021

Notice is hereby given that on April 15, 2021 the Cambria Community Services District (“CCSD”) Board of Directors passed Resolution 10-2021 declaring that noxious, dangerous, seasonal and/or recurring weeds were growing upon or in front of your property, and more particularly described in said Resolution and that the same constitute a public nuisance which must be abated by the removal of said noxious, dangerous, seasonal and/or recurring weeds, otherwise they will be removed and the nuisance abated by the CCSD Fire Department authorities, in which case the cost of such removal shall be assessed upon the lots and lands from which or in front of which such weeds are removed and such cost will constitute a lien upon such lots or lands until paid. Reference is hereby made to said Resolution for further particulars.

All property owners having any objections to the proposed removal of such weeds are hereby notified to attend a meeting of the Board of Directors of Cambria Community Services District, to be held **August 12, 2021, 2:00 PM**, Veterans Memorial Building, Cambria, when their objections will be heard and given due consideration.

Please note that due to the Covid-19 pandemic, the District’s meetings are currently conducted by teleconference in accordance with the Governor’s Executive Order No. N-29-20, dated March 17, 2020. Information regarding how to participate in the public hearing by call-in number or Zoom video link will be provided on the agenda for the meeting.

Dated: April 16, 2021

This annual requirement is an effort to reduce the fire hazard caused by the accumulation of combustible materials on vacant parcels. Keep in mind that the forest helps define Cambria and it is important that we reduce the fire hazard without destroying its ability to regenerate. **Make every effort to protect seedlings, young native trees, ferns and bushes by marking them prior to cutting. Property owners are required to clear all combustible vegetation and/or debris from their property by the July 15, 2021 deadline.**

The following are guidelines to help you comply:

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

The owner of record at the time of notification is responsible for clearance of the parcel. Lot owners having clearance done by local contractors will need to work closely with their contractor to ensure your parcel gets inspected by the CCSD Fire Department. Those parcels not in compliance by the July 15, 2021 deadline will be placed on a list to be abated by the CCSD’s contractor. Cost for abatement for each parcel includes the contractor’s charge for services, plus a \$100.00 administrative charge if paid within 90 days of receiving bill, a \$200.00 administrative charge if paid later. The CCSD is not responsible for the contractor’s charges.

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

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

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.D.**

FROM: John F. Weigold, IV, General Manager

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Meeting Date: April 15, 2021	Subject: Consideration of Adoption of Resolution 11-2021 Regarding the Continued Local State of Emergency Declaration
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**RECOMMENDATIONS:**

It is recommended that the Board of Directors consider adoption of Resolution 11-2021 declaring a continued local state of emergency in the Cambria Community Services District due to the coronavirus pandemic.

**FISCAL IMPACT:**

The District continues to work with customers challenged with paying for their water and wastewater utility services, due to the impact of the COVID-19. Listed below is a recap of the billing cycle, the number & dollar amount of late customers and the number & dollar amount of customers on a payment plan, as of March 31, 2021:

Billing Cycle	Late #	\$	Pmt Pln	\$
Nov-Dec 2019	2	1,283.09	0	-
Jan-Feb 2020	3	466.91	0	-
Mar-Apr 2020	5	1,104.90	0	-
May-June 2020	9	2,167.69	1	291.96
Jul-Aug 2020	29	8,030.58	0	-
Sep-Oct 2020	16	5,150.37	1	962.16
Nov-Dec 2020	59	19,536.99	4	1,426.33
Jan-Feb 2021	n/a	-	7	6,587.45
	123	37,740.53	13	9,267.90

The number and dollar amount of late customers for the Jan-Feb 2021 billing cycle was not available at the time of writing this report. The overall fiscal impacts and any potential FEMA grant reimbursement associated with the COVID-19 are unknown at this time.

**DISCUSSION:**

As the Board is aware, the State and County of San Luis Obispo have adopted a number of executive orders declaring a public health emergency and imposing restrictions on the general population to help control the spread of the COVID-19 virus. The Board of Directors adopted Resolution 52-2020 on November 19, 2020, which requires the Board to determine whether a local state of emergency continues to exist once a month. As the COVID-19 virus continues to ravage the State and country, it is recommended that the Board adopt Resolution 11-2021 declaring a continued local state of emergency.

Attachment: Resolution 11-2021

**RESOLUTION 11-2021  
April 15, 2021**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMBRIA COMMUNITY SERVICES DISTRICT DECLARING A CONTINUED LOCAL STATE OF EMERGENCY DUE TO THE CORONAVIRUS (COVID 19) PANDEMIC**

**WHEREAS**, on March 23, 2020 The Board of Directors (“Board”) adopted Resolution 09-2020 declaring a state of emergency to exist in the Cambria Community Services District as a result of the coronavirus pandemic; and

**WHEREAS**, on November 20, 2020, the Board adopted Resolution 52-2020, which requires the Board to determine whether a local state of emergency continues to exist within the District once per month.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Board of Directors of the Cambria Community Services District that a local state of emergency continues to exist in the Cambria Community Services District as a result of the coronavirus pandemic.

PASSED AND ADOPTED THIS 15<sup>th</sup> day of April 2021.

\_\_\_\_\_  
Cindy Steidel, President  
Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Ossana Terterian  
Board Secretary

\_\_\_\_\_  
Timothy J. Carmel  
District Counsel

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.A.**FROM: John F. Weigold IV, General Manager  
Pamela Duffield, Finance Manager

Meeting Date: April 15, 2021

Subject: Discussion and Consideration to Fix Water and Wastewater Standby or Availability Charges as Provided in Government Code §61124(b) and Consideration of Adoption of Resolution 12-2021 Fixing Water and Wastewater Standby or Availability Charges for Fiscal Year 2021/2022

**RECOMMENDATION:**

1. Receive staff report and review the Financial Report on Water and Wastewater Standby or Availability Charges.
2. Open Public Hearing.
3. Take Public Testimony.
4. Close Public Hearing.
5. Discussion.
6. Make appropriate findings and adopt Resolution 12-2021 establishing water and wastewater standby or availability charges for Fiscal Year 2021/2022.

**FISCAL IMPACT:**

<u>Standby/Availability Charge</u>	<u>Estimated Revenue for FY 2021/2022</u>
Water	\$ 178,000
Wastewater	\$ 119,000

**DISCUSSION:**

Attached is a Financial Report and proposed Resolution 12-2021 for review and adoption after the public hearing is closed. Resolution 12-2021 establishes the Water and Wastewater Standby or Availability Charges for FY 2021/2022 and directs staff to notify the affected property owners. Action to confirm the charges and authorize collection on the tax roll will take place after a noticed public hearing on May 13, 2021.

Attachment: Water and Wastewater Standby or Availability Charges Financial Report  
Resolution 12-2021 Confirming CCSD Water and Wastewater Standby or Availability Charges

**Water and Wastewater Standby or Availability Charges**

## Financial Report

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### **Legislative Background**

State Government Code §61124 allows the Cambria Community Services (CCSD) to annually levy a maximum of \$45 for water standby or availability charges per acre of land within the CCSD service area, and a maximum of \$30 wastewater standby or availability charges per acre of land within the CCSD service area. The CCSD has determined that the following fee schedule is consistent with the legal standard that the fee not be discriminatory or excessive and does not exceed the reasonable cost of the proportional benefit received by each parcel from the improvements funded by the fees:

#### **Water Standby or Availability Charges**

- a. For all parcels of one (1) acre or less: \$45.00
- b. For all un-subdivided land of more than one (1) acre:  
\$45.00 plus \$1.35 per acre over one acre.
- c. For all subdivided land of more than one (1) acre:
  - (1) For the first ten (10) acres, \$45.00 per acre.
  - (2) For all such land over the first ten (10) acres, \$1.35 per acre.

#### **Wastewater Standby or Availability Charges**

- a. For all parcels of one (1) acre or less: \$30.00
- b. For all un-subdivided land of more than one (1) acre:  
\$30.00 plus \$0.90 per acre over one (1) acre.
- c. For all subdivided land of more than one (1) acre:
  - (1) For the first ten (10) acres: \$30.00 per acre.
  - (2) For all such land over the first ten (10) acres: \$0.90 per acre.

These charges do not exceed what the CCSD was charging in November 1996. Therefore, the imposition of the fees is exempt from the requirements of Proposition 218.

Estimated revenues from these sources during the CCSD's Fiscal Year 2021/2022 are as follows:

➤ Water	\$ 178,000
➤ Wastewater	\$ 119,000

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

### **CCSD Policy Summary**

In 1987, Government Code §61765.12 did not restrict the use of the standby/availability charges, but Proposition 218 indicates they must be used for “the capital costs or maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control.” (California Constitution, Article XIII D, § 4.) In 1990, the Board established a policy whereby the standby and availability charges help fund the CCSD’s Capital Improvement Program (CIP). On January 19, 2012, the Board amended this policy so that “Water and Wastewater Standby or Availability revenue is to be spent on maintaining, repairing and/or improving the respective Fund’s infrastructure. Specifically, these funds shall be spent on CIP, Major Maintenance or Capital Outlay Projects.”

### **FY 2019/2020 Actual and FY 2020/2021 Projected Revenues & Expenditures**

A summary follows of FY 2019/2020 actual and 2020/2021 projected Water and Wastewater revenues and expenditures for CIP, Major Maintenance or Capital Outlay projects.

As indicated, standby or availability revenue is needed to finance the maintenance and improvements of the Funds’ infrastructure, particularly since connection fee revenue declined sharply due to the implementation of the Water Code 350 Water Moratorium in 2001 and has been virtually non-existent in the most recent years.

Eliminating the standby and availability charges would eliminate a critical source of funding for infrastructure projects.

Fiscal Year 2019/2020 infrastructure funding sources and expenditures were as follows:

	WATER FUND	WASTEWATER FUND
Standby Availability Revenue	\$177,699	\$115,547
Revenue from Operations	\$ 2,814	\$ 7,342
Transfer from Reserves	- 0 -	- 0 -
Connection Fee Revenue	- 0 -	- 0 -
Total Funding Sources	\$180,513	\$122,889
Infrastructure Expenditures*	\$180,513	\$122,889
Transfer to Reserves	- 0 -	- 0 -

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

Fiscal Year 2020/2021 estimated infrastructure funding sources and expenditures are as follows:

	WATER FUND	WASTEWATER FUND
Standby Availability Revenue	\$178,000	\$119,000
Revenue from Operations	\$355,750	\$ 99,000
Transfer from Reserves	- 0 -	- 0 -
Connection Fee Revenue	\$ 10,000	- 0 -
Total Funding Sources	\$543,750	\$218,000
Infrastructure Expenditures *	\$543,750	\$218,000
Transfer to Reserves	- 0 -	- 0 -

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

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

- SCADA System SR4
- Water Meter Replacement/Upgrade
- Santa Rosa Creek Ped Bridge Main
- Rodeo Grounds Pump Station Replacement
- SST – PGE Turnkey Project
- Vehicle & Equipment Replacements
- Lift Station Improvements

The proposed project list underscores the importance of having the maximum standby and availability charges in place. Failure to do so further restricts an already slim revenue stream and may result in the inability of the CCSD to support current and future debt service associated with capital projects and/or limits the CCSD's ability to obtain long term financing of its projects in addition to being unable to fund infrastructure maintenance and improvements.

Failure to adopt Resolution 12-2021 will result in an estimated reduction of \$178,000 in Water Enterprise revenues and \$119,000 in Wastewater Enterprise revenues for Fiscal Year 2021/2022.

Attachment: Resolution 12-2021



RESOLUTION 12-2021  
APRIL 15, 2021

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

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

**WHEREAS**, notice was provided and a public hearing scheduled for April 15, 2021 concerning said water and wastewater standby or availability charges; and

**WHEREAS**, any person interested, including all persons owning property within the CCSD, were given the opportunity to appear and be heard concerning said CCSD water and wastewater standby or availability charges at the April 15, 2021 CCSD regular Board meeting; and

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

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

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

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

1. The recitals set forth hereinabove are true, correct and incorporated herein.
2. The Board of Directors of the CCSD hereby fixes the Water Standby or Availability Charges for the CCSD for the Fiscal Year 2021/2022 as follows:
  - a. For all parcels of one (1) acre or less: \$45.00.

- b. For all un-subdivided land of more than one (1) acre:  
\$45.00 plus \$1.35 per acre over one (1) acre.
- c. For all subdivided land of more than one (1) acre:
  - (1) For the first ten (10) acres: \$45.00 per acre,
  - (2) For all such land over the first ten (10) acres:  
\$1.35 per acre.

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

3. The Board of Directors of the CCSD hereby fixes the Wastewater Standby or Availability Charges for the CCSD for the Fiscal Year 2021/2022 as follows:
  - a. For all parcels of one (1) acre or less: \$30.00.
  - b. For all un-subdivided land of more than one (1) acre:  
\$30.00 plus \$0.90 per acre over one (1) acre.
  - c. For all subdivided land of more than one (1) acre:
    - (1) For the first ten (10) acres: \$30.00 per acre,
    - (2) For all such land over the first ten (10) acres:  
\$0.90 per acre.

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

4. The CCSD Board of Directors intends to hold a public hearing confirming the itemized reports describing each parcel and the amount of Water and Wastewater Standby or Availability Charges to be assessed against each parcel on May 13, 2021, at 2:00 p.m. at the following address: Cambria Veterans Memorial Building, 1000 Main Street, Cambria, California. If the State and County shelter-at-home orders are still effect on May 13, 2021, said public hearing shall be held by teleconference or other electronic format and additional notice shall be provided, including posting notice on the District's website: <https://www.cambriacsd.org>.
5. The CCSD Board Secretary is hereby authorized and directed to publish a notice of said public hearing prior to the date set for hearing, in a newspaper of general circulation printed and published in the

County; and mail to each assessed property owner a notice of the filing of the report.

- 6. This Resolution shall take effect immediately upon its adoption.
- 7. This Resolution shall be available for public inspection in the offices of the CCSD Board Secretary at the following address: Cambria Community Services District, 1316 Tamsen Street, Suite 201, Cambria, California and on the CCSD website:  
<https://www.cambriacsd.org/water-wastewater-standby-or-availability-charges>

PASSED AND ADOPTED THIS 15<sup>th</sup> day of April, 2021, by the following roll call votes:

Ayes:  
Nays:  
Absent:

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Cindy Steidel  
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

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Ossana Terterian  
Board Secretary

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Timothy J. Carmel  
District Counsel

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.A.**

FROM: John F. Weigold IV, General Manager

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Meeting Date: April 15, 2021Subject: Discussion and Consideration of  
Strategic Plan Status Report and  
Update

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**RECOMMENDATIONS:**

Staff recommends that the Board of Directors discuss and consider the monthly updates to the Strategic Plan.

**FISCAL IMPACT:**

There is no fiscal impact associated with this item.

**DISCUSSION:**

The Board held a special meeting on January 15<sup>th</sup> and adjourned to January 19<sup>th</sup> to develop a strategic plan, which included the development of goals for the next three years and underlying objectives to be largely accomplished over the next six months. Staff recommends that the Board discuss and consider the Strategic Plan status report and update the report as necessary. The Board will review the progress of the goals and objectives monthly and will hold a comprehensive Strategic Plan update session this summer during a special meeting.

Staff recommends the Board review, discuss and consider the monthly updates to the Strategic Plan.

Attachment: 2021 Strategic Plan and Board Goals and Objectives

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

**19 January 2021 – 1 July 2021**

<b>THREE-YEAR GOAL: INCREASE AND IMPROVE COMMUNICATION WITH THE PUBLIC</b>						
<b>WHEN</b>	<b>WHO</b>	<b>WHAT</b>	<b>STATUS</b>			<b>COMMENTS</b>
			DONE	ON TARGET	REVISED	
1. At the April 8, 2021 CCSD Board meeting	Administrative Analyst – HR & IT – lead, CCSD Dir. Tom Gray, Vice Chair Policy Committee Gordon Heinrichs	Assess the website for community accessibility to information important for them to know and report results to the Board and staff	X			Initial meeting on 3/8. Follow up meeting held 3/15. Staff has implemented several changes to the CCSD website, including the addition of a new email-push tool for updated news. Task complete, but monitoring going forward.
2. At the April 15, 2021 Board meeting	General Manager John Weigold IV, with input from the Policy Committee	Develop a template improving public communication through social media.			X	In process. Revised date to May Board meeting.
3. April 15 2021	Administrative Analyst – HR & IT - lead, General Manager John Weigold IV, Fire Chief William Hollingsworth, Facilities & Resources Manager Carlos Mendoza	Expand the existing format within the website for the public to communicate with staff and share with the Board and staff.	X			Initial meeting held 3/10. Additional contact information and tools added to the CCSD website. Task complete.

4. FOR FUTURE CONSIDERATION		Develop a newsletter for the public that is distributed regularly and the process(es) for distributing it.				
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THREE-YEAR GOAL: ACHIEVE AND SUSTAIN ADEQUATE FINANCIAL RESOURCES TO FULFILL THE MISSION						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. April 27, 2021	GM John Weigold IV and Finance Manager Pamela Duffield, co-leads, working with the Finance Committee	Identify underfunded, under-resourced and under-staffed services			X	Finance Committee Ad-Hoc created 2/23/2021 to identify underfunded, under-resourced and under-staffed services. Two meetings held to date. Ad hoc to report back to the Finance Committee on 4/27.
2. June 1, 2021	GM John Weigold IV and Finance Manager Pamela Duffield, co-leads, working with the Finance Committee	Identify funding resources and structural changes to meet unmet services needs				
3. July 1, 2021	GM John Weigold IV and Finance Manager Pamela Duffield	Complete the Tyler Financial System implementation		X		In progress

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



THREE-YEAR GOAL: DEVELOP AND IMPLEMENT A LONG-TERM INFRASTRUCTURE AND RESOURCES PLAN						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the April 19, 2021 Resources and Infrastructure Committee meeting	General Manager John Weigold IV – lead, Finance Director Pam Duffield and Utilities Manager Ray Dienzo	Update the short-term CIP (Capital Improvement Plan) and present it to the Resources and Infrastructure Committee for review.		X		In progress. Department heads to update the R&I Committee on 4/19/21.
2. May 1, 2021	Utilities Manager Ray Dienzo and Finance Director Pam Duffield	Coordinate the conversion of Plan-It to Tyler Incode Asset Management Module for the purpose of asset management for ALL CCSD departments.				
3. At the June 14, 2021 Resources and Infrastructure Committee meeting	General Manager John Weigold IV – lead, Finance Director Pam Duffield and Utilities Manager Ray Dienzo	Update and extend the long-term CIP (Capital Improvement Plan) and present it to the Resources and Infrastructure Committee for review.				

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.B.**

FROM: John F. Weigold IV, General Manager

Meeting Date: April 15, 2021

Subject: Discussion and Consideration of  
Request For Proposal (RFP) for the  
Instream Flow Study Task 1**RECOMMENDATIONS:**

Staff recommends that the Board of Directors discuss and consider the Request For Proposal (RFP) for the Instream Flow Study Task 1.

**FISCAL IMPACT:**

This study will be included as part of the FY 2021/2022 Water Fund Budget request. The exact cost of this study will not be known until all proposals are received and a consultant is selected. The costs are estimated at \$100,000, however the RFP also includes grant and financing opportunities which may reduce the budget request.

**DISCUSSION:**

Utilities Department staff and the Board's ad hoc committee for the Coastal Development Permit (CDP) spent a significant amount of time developing and refining a proposed scope of work (SOW) for the Instream Flow Study required by the North Coast Area Plan (NCAP). This SOW was submitted to staff of the California Coastal Commission, California State Parks, and California Department of Fish and Wildlife (CDFW) for their review and comment. This SOW proposed two major tasks.

1. An Instream Flow Study for the lower San Simeon Creek watershed.
2. A more limited study on the localized impacts of SWF operations at the creek and lagoon areas adjacent to and inclusive of the project site.

Task 1 is the subject of the proposed RFP being submitted to the Board for discussion and consideration. Task 2 has been addressed via the Todd Groundwater contract approved by the Board on January 21, 2021. The work product from Task 2, a technical memorandum from Senior Hydrologist Eugene ("Gus") Yates from Todd Engineers, is currently on schedule to be delivered to the CCSD by the end of 2021 and will be submitted to the County of San Luis Obispo as part of the response to the Information Hold for the CDP application.

Task 1 is a larger scale, long-term study of the Lower San Simeon Creek watershed, which will provide a collaborative work plan to guide the collection and analysis of high-quality science that is robust, credible, transparent, and relevant, as per the CDFW's Instream Flow Program. The RFP seeks proposals from qualified environmental consulting firms for the following tasks.

- Development of an Instream Flow Study Plan for the San Simeon Creek that meets the standards of the CDFW to identify instream flow criteria.
- Mobilization of a Technical Advisory Committee (TAC) which will ideally consist of qualified staff from California State Parks, California Coastal Commission, CDFW, County of San Luis Obispo, and the Upper Salinas Las Tablas Resource Conservation District.
- Assistance and guidance to CCSD staff in researching and making application to applicable grant and financing opportunities to supplement project budget.
- Preparation of a technical report summarizing the results of the Instream Flow Study (IFS) that will include a monitoring plan for long-term sustainable environmental stewardship.

The results of the IFS will provide the CCSD and its partner resource agencies with the information necessary to manage instream flows so as to maintain healthy conditions for coastal resources dependent on the watershed.

**Proposed schedule**

The detailed schedule is provided in the attached RFP. Staff anticipates this project should begin by August 2021.

**Attachment:**

Request for Qualifications and Proposals for an Instream Flow Study



# Request for Qualifications and Proposals for an Instream Flow Study

Released [DATE]

The Cambria Community Services District (“CCSD”) is requesting Statements of Qualifications (“SOQ”) and Proposals to develop an Instream Flow Study Plan (IFSP) and execute the study within the Lower San Simeon Creek Watershed. The main goal of this IFSP shall be to provide a collaborative work plan to guide the collection and analysis of high-quality science that is robust, credible, transparent, and relevant. In addition, the CCSD intends the IFSP to result in a study which satisfies the recommendations stated within the North Coast Area Plan<sup>1</sup>.

Proposals are requested from qualified environmental consulting firms for the following tasks:

- Development of an IFSP for the San Simeon Creek that meets the standards of the California Department of Fish and Wildlife (“CDFW”) to identify instream flow criteria.
- Mobilization of a Technical Advisory Committee (“TAC”) which will ideally consist of qualified staff from California State Parks, California Coastal Commission, CDFW, County of San Luis Obispo, and the Upper Salinas Las Tablas Resource Conservation District.
- Provide assistance and guidance to CCSD staff in researching and making application to applicable grant and financing opportunities to supplement project budget.
- Preparation of a technical report summarizing the results of the Instream Flow Study (“IFS”) that will include a monitoring plan for long-term sustainable environmental stewardship.

The IFSP shall be developed in full compliance with the CDFW Instream Flow Program and consistent with the Instream Flow Incremental Methodology. In preparing the IFSP, the Consultant shall review and consider historical documents and data, including but not limited to, previous special species and habitat studies for the study area, the 2017 Subsequent Environmental Impact Report for the Sustainable Water Facility, the CCSD’s Water Master Plan, Title 4 of the CCSD Municipal Code, the 2013 Water Use Efficiency Plan, the most current CCSD Urban Water Management Plan, and other documents and data relevant to the project.

## Introduction & Background

The CCSD, formed in 1976, covers approximately 8.5 square miles located on the north coast of San Luis Obispo County, approximately 35 miles north of the City of San Luis Obispo. The CCSD owns the community water system that serves approximately 3,782 residential and 228 non-residential customers. The current average annual water production is approximately 535-acre feet per year (“AFY”). The CCSD is licensed to extract 799 AFY from its three San Simeon Creek wells and 218 AFY from its two Santa Rosa Creek wells.

On November 15, 2001, pursuant to California Water Code Section 350, the CCSD declared a water shortage emergency and adopted restrictions including suspension of Intent to Serve letters for new commercial and residential projects while providing allowances for existing commitments, active service connections and

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<sup>1</sup> North Coast Area Plan Adopted by the SLO County Board of Supervisors 9/22/1980, Resolution 80-350, Revised 10/5/2018; Page 3-27 and 7-29

other programs such as affordable housing. On January 24, 2002, the CCSD adopted Resolution 02-2002, which included findings to support the declared water shortage emergency. Since 2002, the CCSD's water system connections have only increased by 67.

The CCSD has a right to extract water from San Simeon and Santa Rosa creeks pursuant to water rights licenses issued by the State Water Resources Control Board's Division of Water Rights and subject to Coastal Development Permits issued by the California Coastal Commission in 1977 and amended in 1981. The CCSD constructed the Sustainable Water Facility ("SWF"), an indirect potable reuse facility, in 2014 pursuant to an Emergency Coastal Development Permit (E-CDP) in order to ensure that the CCSD could maintain a reliable water supply for the community.

As a condition of the E-CDP, the CCSD is required to obtain a follow-up "Regular" CDP, which has sometimes been referred to as the R-CDP, or simply the CDP. The CCSD anticipates that the CDP ultimately obtained for the SWF will establish conditions for the use of the facility, conditions associated with the CCSD's water resource extractions, conditions associated with the Adaptive Management Program, and others.

The CCSD will expect the Consultant to understand the following documents and data relating to the CCSD's water supply.

1. Water licenses and prior coastal development permits
2. Historical pumping data, including recharge of percolated wastewater adjacent to San Simeon creek
3. Agreements with other parties related to agricultural or riparian pumping
4. Reports in the 2017 SEIR regarding the SWF's source of supply, operations, injection of treated water, restrictions, permits and other relevant data
5. 2013 Water Use Efficiency Plan
6. Other plans, programs, and reports included in the attached bibliography

The Consultant's SOQ must demonstrate their ability to help the CCSD evaluate instream flow management criteria for future pumping from the San Simeon Creek aquifer. Experience working on Coastal Resource issues is essential, and experience working specifically on the San Simeon Creek watershed is preferable.

The SOQ must also demonstrate the Consultant's experience in working on instream flow management criteria that integrate conditions of Adaptive Management Programs, Habitat Conservations Plans, Coastal Development Permits, "take-permits" for endangered species and/or other similar permits, plans and work-products. The CCSD's extraction wells and SWF are in proximity, and in some cases inclusive of, endangered species, a coastal lagoon, intermittent stream pools and other coastal resources comprising Environmental Sensitive Habitat Areas (ESHA). The ability to coordinate with the CCSD's hydrologist, biologist, and other consultants on informal consultation efforts with federal resource agencies is critical to help ensure that instream flow management will be consistent with federal requirements.

## Timing

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The CCSD recognizes that timing to complete work efforts will depend on occurrence of appropriate stream flow conditions, available funding, and inter-agency cooperation.

Immediately upon receiving a Notice to Proceed, the Consultant will need to initiate its review of documents to prepare for meetings with CCSD staff, California State Parks, California Coastal Commission, and CDFW on topics directly pertaining to both the Instream Flow Study and CDP for the SWF. Mobilizing a Technical Advisory Committee will help efficiently facilitate these meetings.

## Contents of Statements of Qualifications and Proposals

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### Statement of Qualifications

SOQs, as described below, are to be submitted in sealed envelopes clearly marked with the Consultant's name, address, telephone number, and e-mail address. The envelope shall be clearly identified as the "Instream Flow Study Statement of Qualifications." SOQs shall be concise, well-organized and demonstrate the Consultant's qualifications and experience relating to the proposed project. SOQs shall be submitted in hard copy and in portable document format (pdf) format when requested. At minimum, SOQs shall include the following information:

#### Cover Letter

- The Consultant's legal name, address, telephone number, e-mail address, and designated contact person for the remainder of the selection process;
- Statements identifying the overall qualifications of the members of the Consultant Team, including relevant experience and other evidence of the Consultant's ability to meet the CCSD's needs associated with the Instream Flow Study and CDP.

#### Statement of Qualifications

- Brief description of the Consultant's firm, including the year it was established, the type of organization (partnership, corporation, etc.) and a listing of the proposed project personnel, including personnel experience and resumes for prime consultants and sub-consultants. Emphasis should be given to highlighting work completed for comparable public agencies.
- Description of Consultant and sub-consultant experience with preparation of an Instream Flow Study, Habitat Assessment, or other related work. Please include names, current telephone numbers and e-mail addresses of references for existing and past public agency clients.
- Description of Consultant and sub-consultant experience with preparation of groundwater and streamflow monitoring, including integration with water rights permits, coastal development permits, permits from federal agencies, and/or those associated with adaptive management programs, habitat conservation plans and/or similar work products. Please include names, current telephone numbers, and email addresses of references for existing and past public agency clients.

#### Project Understanding and Approach

- Description of Consultant's overall understanding of the Scope of Services and how Consultant will approach coordination with CCSD staff, communication with resource agencies and preparation of materials for public review and community presentations;
- Proposed staffing plan/organizational chart illustrating who will serve in the roles of Contract Manager, Project Manager, and Subject Matter Experts. The Contract Manager is responsible for direct communications with the CCSD's General Manager (or designee) on periodic progress updates and conflict resolution, if needed. The Project Manager is responsible for day-to-day communications and overall management of the scope, schedule and budget. The Project Manager is responsible for maintaining consistent communication with the CCSD's Utilities Department Manager and/or Program Manager. Subject Matter Experts are the individuals who are leading specific technical or other work efforts that are critical to overall scope. Sub-consultants, for example, are often Subject Matter Experts. Statements should be provided with the organization chart from the Contract Manager, the Project Manager and each Subject Matter Expert on their

qualifications, the general role they will be filling, and what they believe are critical issues. Overall, the Consultant should convey how it will provide water resource services in the most efficient, cost effective manner. Innovative staffing plans are encouraged based on best management practices and/or methods utilized successfully by the firm in other municipalities; and

- Other information that will assist CCSD in selecting the most qualified Consultant.

### Objections to Consultant Services Agreement

Objections to the Consultant Services Agreement shall be submitted in writing with justification clearly stated. Any Consultant with objections to terms contained in the CCSD's Consultant Services Agreement (see Exhibit A) must advise the CCSD of such objections and requested modifications as part of its Technical Proposal. Failure of a proposer to accept the terms of the CCSD's Consultant Services Agreement may result in the rejection of the proposal. It shall be the responsibility of the prospective Consultant to review all sections and exhibits of the Consultant Services Agreement, including insurance requirements. If no objections are received, the CCSD will assume the proposer is able to and will enter into the Consultant Services Agreement and fulfill the terms and requirements set forth therein. The CCSD may recover any damages accruing to the CCSD as a result of the successful Consultant's failure or refusal to execute the CCSD's Consultant Services Agreement.

### Proposals

Proposals, as described below, are to be submitted in sealed envelopes clearly marked with the Consultant's name, address, telephone number, and e-mail address. The envelope shall be clearly identified as the "Instream Flow Study Proposal." Proposals shall be submitted in hard copy and in pdf format. At minimum, proposals shall include the following information:

#### Cover Letter

- The Consultant's legal name, address, telephone number, e-mail address, and designated contact person for the remainder of the selection process;
- Other information that the Consultant wishes to highlight. Innovation is encouraged to provide the CCSD with comprehensive services in the most efficient, cost effective manner.

### Project Understanding and Approach

This section should demonstrate the Consultant's understanding of the project, how the work will be organized, and anticipated key issues to be addressed. This section should include:

- Description of Consultant's overall approach to the project, such as an outline work plan that describes how the Consultant will organize the Project.
- Description of those areas which are most likely to include challenges, and discuss how Consultant's approach will help resolve those conflicts or prevent them in advance; and
- Other information that will assist the CCSD in selecting the most qualified Consultant.

### Proposal on Scope of Services

The Consultant's proposals should anticipate a total of seven (7) public meeting presentations: four (4) public presentations on draft components, two (2) public presentations on the entire draft plan, and (1) public presentation on the Final IFSP technical report. The Consultant should also provide a fee estimate for additional public presentations.

It is assumed that all public presentations will be held virtually while under COVID-19 restrictions. If the County of San Luis Obispo moves into a less restrictive tier, in-person meetings can be considered if mutually agreed upon.

The Consultant's schedule shall provide CCSD staff and other consultants with one- to two-week review periods on initial administrative drafts on sections or chapters of the plan, and a two-week review period of the final administrative draft IFSP and final technical report.

The CCSD reserves the right to modify this RFP with addenda. Final CCSD selection of the Consultant Team will be based on the SOQs and the Proposals.

Proposals should include, at minimum, the following tasks:

*Task 1 – Kick-Off Meeting*

The Consultant shall attend a project kick-off meeting (virtual or in-person) with CCSD staff to discuss project parameters, scheduling constraints, and other relevant information regarding services to be performed under this contract. An overall project schedule shall be developed, reviewed, revised and updated by the Consultant.

The Consultant shall prepare a detailed schedule of the project for a completion date. It shall be the responsibility of the consultant to review and become familiar with all pertinent data for the Scope of Services.

*Task 2 – Review of Documents and Data; Analysis and Evaluation*

The Consultant shall review documents and data provided by the CCSD.

The Consultant shall coordinate meeting(s) with the CCSD upon review of documents and data for the following purposes:

- To prepare for meetings and discussions with staff of the California Coastal Commission and California State Parks relating to the scope and outcomes of the Instream Flow Study.
- To review historical water production graphically illustrated by month by creek since 2000, wastewater discharges to San Simeon Creek watershed, net production from San Simeon Creek watershed and provisions of the CCSD's water rights licenses and Coastal Development Permits.
- To discuss proposed scenarios for using the SWF, issues involving the Adaptive Management Program, and review of proposed pumping and recharge/release of SWF product water.

*Task 3 – Development of the IFSP*

The Consultant's proposed schedule for the Scope of Services will need to address meetings with resource agencies and the community. Resource agency meetings should first focus on historical information and second on defining issues that need to be further addressed within the Instream Flow Study.

As key sections of the IFSP are developed, including study area, TAC, and timeline, the Consultant shall be required to make presentations on draft components of the IFSP to the CCSD Board of Directors and/or at committee meetings (virtual or in-person). The primary CCSD committee that may review the draft ISFP prior to Board approval is the Resource & Infrastructure Committee.

In conjunction with CCSD staff, the Consultant shall present the draft IFSP to the CCSD Board of Directors at up to two (2) public meetings (included in the seven (7) total meetings anticipated). The Consultant shall provide technical expertise and answer questions posed at the CCSD Board of Directors meetings, prepare and review draft and final agenda reports, and assist with creation of presentations.



#### *Task 4 – Execution of the IFSP and Technical Report*

The Consultant shall provide a well-organized proposal on the execution of the IFSP and subsequent technical report including a detailed timeline and anticipated milestones.

### Fee Estimates and Rates

Fee estimates and rates should illustrate costs for the full project scope and be included with the Proposal in a separate sealed envelope.

## Submittal Procedures and Deadline

Statements of Qualifications and Proposals are to be submitted to the CCSD on or before 4:00 p.m. on June 1, 2021 in separate envelopes. Responses to this solicitation received after the stated deadline will not be accepted. The time of delivery shall be definitively determined by the time-stamping clock located in the Cambria Community Services Utilities Department Office at 5500 Heath Lane, Cambria, CA 93428. It is the proposer's sole responsibility to see that its SOQ and Proposal are received in proper time, and proposers assume all risks arising out of the means of delivery. Any SOQ or Proposal received after the deadline will be returned to the proposer unopened. SOQ and Proposal packages are to be submitted to:

Ray Dienzo, Utilities Department Manager/District Engineer  
Cambria Community Services District  
5500 Heath Lane  
Cambria, CA 93428

All responses must be completed as required, signed by an officer of the firm who is authorized to enter into a binding agreement with the CCSD on behalf of the company, and must be received at the place and by the time designated above.

### Inquiries and Addenda

For inquiries regarding this solicitation, please contact Melissa Bland, Program Manager, via electronic mail at [mbland@cambriacsd.org](mailto:mbland@cambriacsd.org) no later than 4:00 PM one (1) week prior to due date. Inquiries received after that date will be disregarded. Please include the following in the subject line of the email: "Inquiry Re: Instream Flow Study Proposal." Telephonic inquiries will not be taken.

The CCSD will issue any revisions to the RFP on the Initial Scope of Services at the time that the short-list of Consultants is determined.

### Anticipated SOQ Schedule

<b>Milestone (Estimates)</b>	<b>Date</b>
RFP Issued	4/16/2021
Deadline for Clarifications/Inquiries	5/25/2021
Deadline to Submit Statements of Qualification & Proposals	6/1/2021
Interviews (if Desired by CCSD)	Week of 6/14-6/18 2021

CCSD Selection of Consultant Team	6/29/2021
Committee and Board Approvals	7/15/2021
Certificate of Insurance & Contract Execution	7/22/2021
Notice to Proceed	7/26/2021

## Evaluation Criteria

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CCSD staff will evaluate each SOQ and Proposal for completeness and content. The CCSD's review will focus on the following criteria:

**Organization.** Does the firm offer the breadth and quality of services required by the Scope of Services? Does the firm's organizational structure show sufficient depth/capacity for its present and additional workload?

**Project Understanding/Project Approach.** Does the firm's proposal adequately demonstrate understanding and experience in completing the Scope of Services? Does the Consultant have experience in conducting relevant studies and program planning? This understanding can be demonstrated in various manners, including, but not limited to, the firm's successful completion of Instream Flow Studies, Watershed Assessments, and other relevant work for other agencies in accordance with CDFW Instream Flow Program requirements, identification of issues critical to the project and methods to address those issues to ensure timely and on-budget completion of the project.

**Experience.** Does the SOQ demonstrate expertise and professional qualifications with similar work? What are the qualifications of the firm and the individuals assigned to perform the work?

**Project Schedule.** Is the project schedule thorough and realistic?

The CCSD will review and rank Consultants based on the submitted documents and will subsequently review fee estimates and rates. Final Consultant selection will be at the CCSD's discretion and may include revisions to the Proposed Scope of Services.

## Consultant Services Agreement

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The CCSD will identify the firm that best meets the needs of the CCSD and enter contract negotiations with that highest ranked firm. Should the CCSD fail to reach agreement with the top ranked firm, the CCSD may enter negotiations with the next highest rated firm and so on. CCSD staff will make a recommendation to the CCSD's Board of Directors for the award of the Consultant Services Agreement to the firm that best furthers the CCSD's objectives.

## Insurance Requirements

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Consultant shall secure all insurance required under the Consultant Services Agreement and provide any necessary documentation to the CCSD within one week of execution of the Consultant Services Agreement.

## Acceptance or Rejection of Proposal

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The CCSD reserves the right to accept or reject any and all SOQs and Proposals. The CCSD also reserves the right to waive any informality or irregularity in any proposal or as deemed to be in its best interest. Additionally, the CCSD may, for any reason, decide not to award an agreement as a result of this RFP or cancel the RFP process. The CCSD shall not be obligated to respond to any proposal submitted, nor be legally bound in any manner by the submission of the proposal. The CCSD reserves the right to negotiate project deliverables and associated costs.

## Equal Opportunity Clause

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Consultants shall ensure against discrimination in employment practices based on State and Federal laws and regulations. The CCSD hereby ensures that minority business enterprises will be afforded full opportunity to submit SOQs in response to this notice and will not be discriminated against based on requirements of State and Federal laws and regulations.

## Equal Opportunity Employment Compliance

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Consultant shall certify that it has sought out and considered minority business enterprises for those portions of the work to be subcontracted, and has fully documented such actions that said documentation is open to inspection, and that said action will remain in effect for the life of any contract awarded hereunder. Furthermore, Consultant shall certify that all steps will be taken to meet all equal employment opportunity requirements of the contract documents. Consultant shall certify that in all previous contracts or subcontracts, all reports which may have been due under the requirements of any agency, State, or Federal equal employment opportunity orders have been satisfactorily filed, and that no such reports are currently outstanding.

## Legal Responsibilities

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All SOQs must be submitted, filed, made, and executed in accordance with State and Federal laws relating to SOQs for contracts of this nature whether the same or expressly referred to herein or not. Any company submitting a proposal will by such action thereby agree to each and all terms, conditions, provisions, and requirements set forth, contemplated, and referred to in the RFP, and other contract documents, and to be in full compliance therewith.

## Discrepancies and Misunderstandings

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Consultants must satisfy themselves by personal examination of the work site, specifications, and other contract documents and by any other means as they may believe necessary, as to the actual physical conditions, requirements and difficulties under which the work must be performed. No Consultant will at any time after submission of a proposal make any claim or assertion that there was any misunderstanding or lack of information regarding the nature or amount of work necessary for the satisfactory completion of the job.

Any errors, omissions, or discrepancies called to the attention of the CCSD will be clarified by the CCSD in writing to all Proposers prior to the submission of SOQs.

## Proposer Licensing Requirements

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Any Consultant or sub-consultant who is not licensed in accordance with the provisions of the State Business and Professional Code or who fails to maintain a required license will be considered to have created a material breach of contract.

## Non-Collusion Affidavit

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Proposer shall declare that the only persons or parties interested in its proposal as principals are those named therein; that no officer, agent, or employee of the CCSD is personally interested, directly or indirectly, in its proposal; and that its proposal is in all respects fair and without collusion or fraud.

## Exhibits

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1. Cambria Community Services CCSD Standard Consultant Services Agreement

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.C.**

FROM: John F. Weigold, IV, General Manager

Meeting Date: April 15, 2021

Subject: Discussion and Consideration of an Agreement for Consultant Services with National Demographics Corporation

**RECOMMENDATIONS:**

It is recommended that the Board of Directors discuss and consider an Agreement for Consultant Services with National Demographics Corporation to provide demographic services and authorize the General Manager to execute the agreement.

**FISCAL IMPACT:**

Assuming the consultant's attendance at Board meetings will be virtual, the cost of this agreement should range between \$3800-\$5600, depending on the number of elections analyzed. Based on the Board's direction, a budget adjustment may be needed for the FY 2020/21 Administrative Department's Budget, which will be addressed as part of the Third Quarter Financial Report.

**DISCUSSION:**

There is an ongoing trend of cities, school districts and special districts throughout the State being threatened with litigation under the California Voting Rights Act ("CVRA") if they don't change their at-large election systems to district based elections. The vast majority of agencies that have received such threats of litigation have changed their voting system due to the fact that the cost of resisting such a change is extremely high. In addition, there is little appellate case law to guide agencies, as far as standards relating to whether an at-large voting system violates the CVRA. The Board may also be aware that the cities of Paso Robles, Grover Beach and Arroyo Grande have all recently been threatened with litigation if they do not change the at-large system of electing city council members, and have all either initiated or completed the process to transition to district-based elections.

Cambria currently utilizes an at-large election system, which means that the CCSD Board members are elected through a system in which a board member may reside anywhere within the CCSD boundaries. Each board member is elected by the voters of the entire electorate to provide CCSD-wide representation. All voters may elect two or three board members during each election cycle, resulting in a five-member Board of Directors elected to serve the purposes of the electorate. A "by district" based election system is one in which the CCSD would be physically divided into five (5) separate districts, each with one board member who resides in that district who is chosen by the electors residing there as well. Opponents of this system believe it limits the accountability of each board member to the interests of his or her district, rather to consideration of what is best for the agency as a whole.

Under the CVRA, a successful plaintiff gets their attorneys' fees paid. Awards to plaintiffs' attorneys and expert witnesses have reportedly reached close to \$5 million. The City of Palmdale was ordered to pay plaintiffs' attorneys' fees in excess of \$4,600,000 in its unsuccessful attempt to defend against a lawsuit brought under the CVRA. The City of Modesto is reported to have paid \$1.7 million to its own attorneys and \$3.0 million to plaintiffs' attorneys. The Modesto case never even went to trial, though it did get litigated on various issues through the appeals courts. In February 2015, the City of Santa Barbara reportedly paid \$900,000 in attorneys' fees and expert costs to settle their CVRA lawsuit. The City of Santa Monica is the only public entity to have won a CVRA lawsuit, on appeal, but the case is now before the California Supreme Court and will be decided sometime within the next year.

Staff recommends the Board contract with the National Demographics Corporation, which will perform a racially polarized voting analysis to determine if CCSD's current use of an at-large voting system may violate the California Voting Rights Act.



A Proposal to  
Cambria Community Services District  
for Demographic Services

By National Demographics Corporation  
Douglas Johnson, President

April 8, 2021



## National Demographics Corporation

April 8, 2021

Timothy J. Carmel  
Cambria Community Services District  
c/o Carmel & Naccasha LLP  
694 Santa Rosa Street  
San Luis Obispo, CA 93401

Dear Mr. Carmel,

Thank you for the opportunity to provide this proposal to Cambria Community Services District. NDC has more than 40 years of experience districting and redistricting hundreds of cities, school districts and other local jurisdictions across California, including Paso Robles, Lucia Mar Unified, and Cuesta College (a client list is available at [www.ndcresearch.com/clients/](http://www.ndcresearch.com/clients/)). We welcome the opportunity to bring the firm's expertise and skills to assist the District.

For each project, there are certain required basic elements, and there are several options that the District can include or leave out at its option. NDC carefully tailors each project to the needs and goals of the individual client partner. NDC also welcomes the opportunity to work with our clients to encourage public participation in this process, as we offer several tools developed specifically for public engagement in districting and redistricting.

The attached proposal consists of a brief introduction; specific proposed project elements and options; timeline and cost information; conclusion; and signature section. NDC looks forward to working with you on this effort. Please call or email anytime if you have any questions, concerns, or requests regarding this proposal.

Sincerely,

Douglas Johnson  
President





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## National Demographics Corporation



### Brief History of National Demographics Corporation

NDC has served hundreds of local governments since our founding in 1979. While most of NDC's work is in California and Arizona, the firm has performed projects in all regions of the country, serving clients as varied as the States of Mississippi, Arizona, Florida and Illinois; Clark County (Nevada); the California counties of Merced, San Bernardino, and San Diego; the San Diego Unified School District; the City of Oakland; Yuma County (Arizona); the Arizona cities of Glendale, Mesa, Peoria, Phoenix, and Surprise; and relatively smaller jurisdictions such as the City of Bradbury and Clay Elementary School District.

The company is especially well known for its districting and redistricting work with local governments. NDC has established a reputation as the leading demographic expert on the California Voting Rights Act (CVRA), having performed demographic assessments of potential CVRA liability and/or moves to by-district elections for over 350 jurisdictions. No company has been responsible for addressing the electoral demographic needs of more local governments, as NDC has districted and/or redistricted more than 250 counties, school districts, cities, water districts, and other local jurisdictions.

Nationally recognized as a pioneer in good government districting and redistricting, NDC has unmatched expertise in the issues, questions, and decisions jurisdictions face in any discussion regarding districting, redistricting, the California and Federal Voting Rights Act and related election system choices.





## National Demographics Corporation

### Company Philosophy

#### Professionalism

NDC's personnel are nationally recognized as leaders in the districting field and are responsible for numerous books and articles on the subject. NDC possesses all the hardware and software necessary to meet the districting and redistricting needs of any jurisdiction, and its personnel have unmatched experience in the line-drawing side of this work, as well as in developing the databases used for these purposes. But more important are the firm's interpersonal skills and the team's understanding of the perspective of all parties in this process.

#### Local Leadership

NDC is an advisor and technical resource. The firm's role is to assist our clients through the complicated demographic and legal framework for their project. NDC shares its experience and expertise, but the final plan is selected by the jurisdiction's elected leaders, not NDC. The firm is sometimes criticized, usually by people from outside of the client jurisdiction, for not acting as an advocate or proselytizer for what these outsiders think is "right" for the client. But NDC team members are expert advisors, not proselytizers. NDC guides our clients through the process to a map that meets all legal requirements and the goals of our client – not the goals of outside critics. NDC welcomes the chance to assist each client through this process following the direction of the jurisdiction's elected leadership, key staff members, and the entire community.

### Challenges of Demographic and Election History Analysis and CVRA

While the Federal Voting Rights Act enjoys nearly 50 years of legal precedents, California's version both builds on and directly rejects those precedents. Unfortunately, the law itself and the two court decisions issued so far do not clearly define the terms and potential liability involved.

The Federal Voting Rights Act requires plaintiffs to show that the "protected class" population in question can form an effective majority of an election district, and to show, through the "totality of circumstances," that racial motivations lie either overtly or covertly behind voting behavior in the jurisdiction. The California law explicitly rejects both of those requirements. Instead the question of liability under California's law lies entirely on the presence of absence of "racially polarized voting."

Under Federal law, analysis of polarized voting relies heavily on voting behavior in "homogeneous" voting precincts – precincts where 80 percent or more of the



## National Demographics Corporation

voters are of the same ethnicity. In the southern United States, where housing segregation is common, there are usually many such precincts in a given jurisdiction. In the more diverse neighborhoods of California, however, such precincts are very rare. “Ecological Regression,” meaning the statistical analysis of voting patterns and demographics of each precinct in a given jurisdiction, acts as a ‘backup’ analysis tool in a jurisdiction that has lots of homogeneous precincts, and those homogeneous precincts act as statistical controls to ensure the accuracy of the Ecological Regression results. Since California generally lacks those natural statistical controls, the mathematical details of the ecological regression take on a level of importance in California cases that has never been seen or evaluated in any federal precedent. The demographer you select must understand these issues – both in their statistical and legal context – to accurately work with your counsel to assess potential liability and evaluate the options available to the jurisdiction.

One key unanswered question: “how big is a voting bloc”? Does 70 percent of a protected class need to vote for a given candidate before he or she is considered the “preferred candidate” of that protected class? 80 percent? One plaintiff expert claims that 51% win among protected class voters is all that is required to establish a candidate as a group’s “preferred candidate” – meaning if the candidate preferred by 49 percent of protected class voters loses, the jurisdiction is allegedly in violation of the law. Such an extreme stance is likely absurd, but no court has ruled on the question of how big a voting bloc must be before it qualifies.

Another unanswered question: who is a “protected class candidate”? The California law set an unprecedented focus on elections where members of a protected class are candidates. But who “counts” as a protected class candidate? In Anaheim, one attorney for the Latino plaintiffs said that a half-Filipino, half-Latino Councilmember who self-described as Latina “didn’t count.” In the Eastside Elementary School District, the potential plaintiff implied that a School Board trustee with the last name of Johnson but who was 100% Mexican-American (and whose maiden name was “Ortega”) did not count because (allegedly) voters did not know she was Latina. In the City of Compton case, plaintiffs said a half-African-American / half-Latina Councilmember “did not count” because they said she did not receive enough support from Latino voters. These questions have been raised in the CVRA cases filed or threatened so far, but remain unanswered.

Another unanswered question: how reliable do the Ecological Regression results need to be before the Court will take action based on them? The statistical tools used generate several measures of accuracy and relevance. These questions were



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raised in the Palmdale case but not addressed in the Court’s ruling. One common failing of potential plaintiff and jurisdiction demographers is to focus on the “point estimate” generated by the Ecological Regression. It is simple to take that number and be able to say “X percent of Latino voters supported candidate Y.” But the mathematics say something different: NDC has often seen situations where the margin of error on those point estimates has been greater than the point estimate itself, such as “25 percent of Latino voters supported candidate Y, with a 95% confidence interval of 0 to 50 percent.”

Only demographers experienced in Voting Rights-related analysis and litigation can appropriately advise your counsel and the District on how to interpret all these factors when evaluating their options. NDC is the demographic firm you need to get the best possible evaluation of potential liability under this extremely unclear law.

### NDC’s CVRA Analysis Process

A quick review of a jurisdiction’s demographics and candidates (and winners) in recent elections often gives enough information for a summary view of a jurisdiction’s liability to a CVRA challenge. NDC describes this as a “level 1” analysis.

A more detailed, “level 2” analysis adds in polarized voting analysis of a jurisdiction’s most recent election or elections. Following that initial “level 2” analysis, a more in-depth review can include of every possible local, county, and statewide candidate and ballot measure election for the previous ten years. Under the CVRA, elections for the jurisdiction's own elected body carry the most weight, so NDC recommends that jurisdictions interested in a polarized voting analysis look at just one or two of their own elections to get an initial feel for the findings. If the results are unclear (which they are with some frequency, given the imprecise nature of the statistical methods and relatively small datasets often involved), or if the jurisdiction simply wishes to investigate more after hearing the initial report, NDC welcomes the chance to work with the jurisdiction to analyze as many elections as needed. This step by step approach provides the in-depth analysis the client needs to make its decision, while only incurring the minimal costs required to complete the project.

### Potential Next Steps

After receiving and considering the demographic analysis and consulting with its counsel, each jurisdiction faces three options:

1. Do nothing;



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2. Prepare to make the change to by-district-area elections quickly if there is public pressure to do so or if a legal demand letter arrives (to minimize legal and financial exposure, without pre-emptively acting immediately);
3. Proactively change to by-district-area elections to enter the CVRA “safe harbor” and avoid any potential legal liability under the CVRA.

If the jurisdiction decides to move to the CVRA "safe harbor" of by-district elections, NDC is also the state's leading firm in the field of drawing and transitioning to by-district elections. NDC has successfully guided over 150 clients moving from at-large to by-district and from-district election systems, re-drawing existing districts, and in moving back from by-district to at-large systems. No other firm can match NDC's extensive experience in this field.

**Voting Rights Act vulnerability analysis references (specific jurisdiction names withheld as these studies are done within the attorney-client privilege):**

- Mr. Steven Dorsey, and/or Mr. Craig Steele of Richards, Watson and Gershon, 355 South Grand Avenue, 40th Floor, Los Angeles, California, 90071, (213) 626-8484.
- Mr. Michael E. Smith of Lozano Smith, 7404 North Spalding Ave., Fresno, CA 93720, (559)431-5600, MSmith@lozanosmith.com.
- Ms. Marguerite Leoni, of Nielsen, Merksamer, Parrinello, Gross & Leoni, 2350 Kerner Boulevard, Suite 250, San Rafael, CA 94901, (415)634-6840, mleoni@nmgovlaw.com (or ask for Mr. Chris Skinnell)
- Mr. John Ramirez, Rutan and Tucker, 611 Anton Boulevard, Suite 1400, Costa Mesa, CA 92626-1931, (714) 641-5100, jramirez@rutan.com (if not available, ask for Mr. Alan Fenstermacher)
- Mr. David Soldani, Atkinson, Andelson, Loya, Ruud & Romo, 10 River Park Place East, Suite 240, Fresno, CA 93720, (559) 225-6700, dsoldani@aalrr.com.

## Districting Projects

### Openness

Any change in election systems can have momentous implications for the distribution of political power in a jurisdiction and for access by groups and individuals to the governance process. Not surprisingly, such changes often attract considerable public attention, sometimes generate intense controversy, and may draw charges of manipulation and abuse of power. It is crucial, therefore, that the jurisdiction establish, at the beginning, a process that is not only fair, but that is seen to be fair, to all contending groups and individuals.



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### Public Engagement

NDC pioneered the “transparent districting” approach that involves the public at every stage of the process and the company invented the “public participation kit” back in 1990. But NDC’s most valuable service is the firm’s experience transforming often-contentious and passionate debates into thoughtful, constructive discussions focused on the options and outcomes rather than individual personalities. NDC also has considerable experience working with translators in public forums and providing materials in English and Spanish.

NDC’s approach has been widely praised in the media, and NDC has worked extensively with all types of press including radio, television, newspaper, and new media.

### The NDC Team

NDC’s 40 years of service to local governments is grounded in our academic founding and decades of professional relationships with all forms of local governments. Each NDC team member has been extensively trained in the legal requirements, demographic details, and complicated personal and community interests involved in every districting and redistricting project. And every NDC team member has been briefed on the wide range of unusual and bizarre challenges NDC has encountered over our more than 250 successfully completed local government projects. Whatever question or situation arises, your NDC team can handle it.

NDC President Dr. Douglas Johnson leads all team training and closely monitors the progress of every client project. NDC President Dr. Johnson and Vice President Dr. Levitt are always available to all clients, and typically are personally involved whenever particularly unusual or complex situations arise. And each NDC project has an NDC Consultant or Senior Consultant as a primary point of contact to ensure seamless information flows and continuity. All NDC project leaders are a fully trained Consultants or Senior Consultants with years of experience working with local government elected leadership and top staff members. Each NDC team leader brings their personal expertise in demographics, city governance, school district governance and/or special district management to every project. And each team leader has particular expertise and focus in specific geographic areas. All team members resumes are available on [www.ndcresearch.com/about-us/](http://www.ndcresearch.com/about-us/).



## National Demographics Corporation

### Recognition of the NDC's Expertise

Both national and local organizations have recognized NDC's unmatched experience and expertise in the Census, districting, and redistricting.

#### National Recognition

Nationally, the National Conference of State Legislatures hosted NDC as a panelist at five different forums held for state legislators and legislative staff from across the country. NDC President Douglas Johnson addressed these forums on the following topics:

1. *Citizen Voting Age Data from a line-drawer's viewpoint*
2. *Communities of Interest in Redistricting: A key to drawing 2011 plans (and for their defense)*
3. *The Key to Successful Redistricting*
4. *Communities of Interest In Redistricting: A Practical Guide*
5. *The Arizona Independent Redistricting Commissions' experiences with the first-ever independent redistricting*

In addition:

- The National League of Women Voters hosted NDC President Douglas Johnson at a 2006 conference on "Building a National Redistricting Reform Movement,"
- Texas Tech University hosted Dr. Johnson as a panelist at its "Symposium on Redistricting;"
- The Arizona League of Cities and Towns hosted Dr. Johnson as a panelist on "Redistricting Law and the Voting Rights Act: What It Means for Your City or Town in 2011" and
- The Arizona Bar Association hosted Dr. Johnson as a panelist on "Communities of interest and technology in redistricting."

#### California League of Cities Recognition

The California League of Cities hosted NDC as panelists over a dozen times to date:

General Meeting panel: 2006 and 2015

Executive Forum panel: 2018 and 2020

City Clerk Department panel: 2014, 2017, 2018, twice in 2019, and 2020

City Manager Department panel: 2015 and 2019

City Attorney Department panel: 2018





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Inland Empire Chapter presentation: 2016

South Bay Chapter presentation: 2020 and 2021

### Recognition by Additional California Organizations

Other California organizations and conferences since 2011 recognizing NDC's expertise in this field include:

2020	California County Counsel Assoc.	2021 Redistricting - What Local Government Attorneys Need to Know
2020	"Voice of San Diego" Politifest	Redistricting--What it means for our community
2020	County Committee Secretaries Annual Summit	The California Voting Rights Act
2020	Rose Institute of State and Local Government	2021 Redistricting: New Rules for California Local Governments
2020	California Special Districts Association	California Voting Rights Act Challenge Factors
2020	Associated Cities of California – Orange County	2021 Redistricting: The Rules have Changed
2020	California Municipal Law Conference	Municipal Redistricting in 2021: New Rules of the Road
2019	California Association of School Business Officials	Transitioning to By-Trustee-Areas Elections
2019	USC City/County Fellowship Program	The Challenges of Municipal Election Districts
2019	California Special Districts Association	District Elections and the California Voting Rights Act
2018	California Special Districts Association	Converting From At-Large to By-District Elections Under the California Voting Rights Act
2018	Riverside County Bar Assoc.	Redistricting and the California Voting Rights Act
2018	California School Board Assoc.	Voter Districts: The Link Between Strong Community Engagement and a Successful Process



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2017	California School Board Assoc.	15 Years with the California Voting Rights Act: Lessons Learned and Challenges Ahead
2017	UC's National Public Service Law Conference	Moderator, "Voting Rights 101"
2016	Los Angeles County School Business Officials	CVRA: What CBO's Need to Know
2016	Los Angeles County School Trustees Assoc.	The CVRA: What School Board Members Need to Know
2015	Associated Cities of California – Orange County	The California Voting Rights Act
2015	California School Board Assoc.	The California Voting Rights Act: What Board Members Must Know
2015	Los Angeles County School Boards Assoc.	CVRA & Districting: The Demographer's Perspective
2011	Channel Cities Club	Lunch Keynote: "California's next experiment: independent, public redistricting"

### Trusted Advisor to Local Government and Redistricting Reform Groups

NDC acted as an informal advisor to the California League of Cities and the California School Board Association during the debate over the AB849 "FAIR MAPS Act" in 2019.

NDC acted as an informal advisor to the California League of Cities during the debate over AB1276 (revising the FAIR MAPS Act provisions) in 2020.

NDC provided ideas, advice, maps and research to the 2008 Common Cause-led coalition that drafted and successfully advocated for Proposition 11, which created California's State-level Independent Redistricting Commission.



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### Advisor to Charter Review Commissions on Redistricting Provisions

NDC advised the following groups on the redistricting and voting rights provisions of their charter revisions and ordinances:

2016	City of El Cajon charter revision and public education outreach
2015/16	Castaic Lake Water Agency and Newhall County Water District merger
2015/16	City of Corona Charter Revision
2011/12	Pasadena Unified advisor to Charter Revision Commission creating a redistricting commission and moving District to by-district elections
2009/10	City of Menifee advisor to by-district-elections ordinance language committee
2006-08	City of Modesto advisor to Charter Revision Commission creating an independent redistricting commission and public education outreach
2003	City of Goleta ordinance writing and public education outreach

### Expert Witness and Litigation Consultant

NDC President Douglas Johnson served as an expert witness in the following election and redistricting law cases:

2020	Chestnut v Merrill (Alabama)
2019	City of Redondo Beach vs State of California
2019	Ruiz-Lozito vs West Contra Costa Unified School District
2019	Common Cause v Lewis (North Carolina)
2018	Phillip Randolph Institute v Smith (Ohio)
2018	League et al. v. Johnson (Michigan)
2017	Luna v County of Kern
2018	Covington v State of North Carolina
2016	Garrett v City of Highland
2015	Jamarillo v City of Fullerton
2015	Harris vs Arizona Independent Redistricting Commission
2015	Solis v Santa Clarita Community College District
2015	Jauregui et al vs City of Palmdale
2014	Diego v City of Whittier



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NDC Staff also served as litigation consultants for jurisdictions in the following California Voting Rights Act cases:

- |              |  |
|--------------|--|
| 1. Anaheim   | 7. Santa Clarita                               |
| 2. Carson    | 8. Whittier                                    |
| 3. Compton   | 9. Santa Clarita Community<br>College District |
| 4. Escondido | 10. Tulare Health Care District                |
| 5. Modesto   |  |
| 6. Poway     |  |

### Trusted Advisor to Local Government and Redistricting Reform Groups

NDC acted as an informal advisor to the California League of Cities and the California School Board Association during the debate over the AB849 “FAIR MAPS Act” in 2019. NDC acted as an informal advisor to the California League of Cities during the debate over AB1276 (revising the FAIR MAPS Act provisions) in 2020. NDC provided ideas, advice, maps and research to the 2008 Common Cause-led coalition that drafted and successfully advocated for Proposition 11, which created California’s State-level Independent Redistricting Commission.

### NDC President Douglas Johnson at Governor Schwarzenegger’s press conference in support of redistricting reform.



(Left to right: Assembly Democratic Legislator John Laird, USC Senior Fellow Dan Schnur, Greenlining Institute representative (name unknown), AARP President Jeannine English, NDC President Douglas Johnson, Governor Arnold Schwarzenegger, League of Women Voters Senior Director Trudy Schafer, State Senate Republican Bill Leonard, League of Women Voters President Jacqueline Jacobberger, and three unidentified men).



## NDC Client Testimonials

Here is a sampling of what NDC's people have to say about NDC:

*"Here's a great expert. . . . today you bring him in for what sounds like good information, very smart man up here."*

United States Fourth District Court Judge James A Wynn, Covington v North Carolina, United States District Court for the Middle District of North Carolina, Case No. 1:15CV399

*"I have worked on Congressional, Legislative, Los Angeles County and Los Angeles City redistricting maps on behalf of the Latino Caucus and grassroots Latino organizations for over 30 years. Douglas Johnson is one of the top redistricting experts in California, and he is who I would pick to draw a map for me anywhere in the state."*

Alan Clayton, retired Executive Director of the Los Angeles County Chicano Employees Association

*"The excel spreadsheet is a fantastic tool. Just plug in the letter by district and on the tab see a running total of population by assigned district. It's cool."*

Modesto resident's comment, June 16, 2008

*"One of the first, and in retrospect one of the best, decisions made by our commission was to hire Douglas Johnson and his colleagues at National Demographics Corporation as our primary consultants. I have never had the opportunity to work with a more highly qualified, hard-working, dedicated, professional and classy individual or group than Mr. Johnson and his associates at NDC."*

Jim Huntwork, Arizona Independent Redistricting Commissioner (Republican)

*"In addition to his technical expertise, Doug had a keen sense of how to help us navigate the complexities of the process. He understands redistricting better than any person I know. He has a unique ability to synthesize that which is very complicated and make it very understandable for the public. He frequently would present various options, without representing any position, clearly delineating differences and challenges of each option in a clear and succinct manner."*

Josh Hall, Arizona Independent Redistricting Commissioner (Democrat)



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*“It was a great pleasure to work with Doug Johnson and NDC during the first Independent redistricting effort in Arizona. Doug and his staff were professional, efficient, responsive, and even-handed. They listened very carefully to the instructions given by the commission and performed each mapping task without bias of any kind. I would highly recommend NDC to any jurisdiction, or commission, wishing to have a successful redistricting process.”*

Steven W. Lynn, Chair, Arizona Independent Redistricting Commission  
(Independent)

*“Thank you for all of your hard work, assistance, and patience with me during this year of CVRA conversion to by-area trustee elections. Your continual reassurance and support in dealing with all of the details was sincerely appreciated. We all have jobs to do, but when working with all of you I felt that you always went the extra mile to support our District with excellent customer service. The multiple revisions, extra conference calls, and follow up suggestions made a difference to Scott, Linda, and me. I personally enjoyed joking around with each of you while remaining professional in all presentations. It was a pleasure working with all of you. “*

Jennifer Williams, Ed. D., Fullerton Joint Union High School District,  
Executive Director Administrative Services

*“Thank you for taking time out of your busy schedule to participate in the City Official Roundtable I hosted on the 2020 U.S. Census at the Redondo Beach Performing Arts Center. I appreciate that you shared your expertise on the Census to the government officials who were present. It is critical that we work together to ensure that everyone is counted in the upcoming Census.”*

Ted W. Lieu, Member of Congress, California 33<sup>rd</sup> District.



## Public Engagement (Districting Projects)

### The Three E's of Public Participation: Engage, Educate, and Empower

NDC's "Three E's" approach recognizes the complex and daunting nature of districting and redistricting projects, while emphasizing the importance of public participation in such projects.

Given the complexity of the issue, the public cannot be expected to jump in with constructive ideas and input without encouragement. So NDC's approach begins with the first "E": **Engage**. NDC works with our clients to get the word out about why the project matters – and how input from residents can be a decisive element of the project.

Once their interest is engaged, the second "E" is **Educate**. Most media coverage of this topic focuses on congressional gerrymandering, giving the entire field a tainted and hopeless feel. NDC works with our clients to explain how local districting and redistricting is based on neighborhoods and communities – not national politics. We educate the public on the data, requirements and goals of redistricting, and on the many ways residents can formulate and share their own maps or other constructive input.

The third "E" is **Empower**. For those projects where the level of public interest and engagement justify the expense, NDC offers an unmatched array of paper, Excel-based, and online mapping tools that residents can use to draw detailed, population-balanced maps for consideration by the jurisdiction.

When included in a project, NDC has seen considerable public interest in these optional public participation tools. Often five, ten or even twenty or thirty draft maps are proposed by community residents. And NDC developed a highly refined and proven methodology for efficiently guiding our clients through selecting and refining a map, even when starting from 10, 20, 30 or more initial draft maps.

For those jurisdictions where the expense of the optional mapping tools is too high, NDC always welcomes any letters, comments, or hand-drawn maps that residents wish to submit during the districting or redistricting process.

For every project, at no extra expense, NDC includes an online "interactive review map" that allows residents to analyze draft maps zooming in and out, searching for specific addresses, and by changing between street maps, satellite images, and other underlying base maps.



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## Sample Public Participation Mapping Tool

### Public Participation Kit

Each number indicates the total population of that "population unit" area. Each district must have essentially equal population.

The population of each of the five districts must be close to 7,447, with no more than a 745 difference between the largest and smallest.

Name:

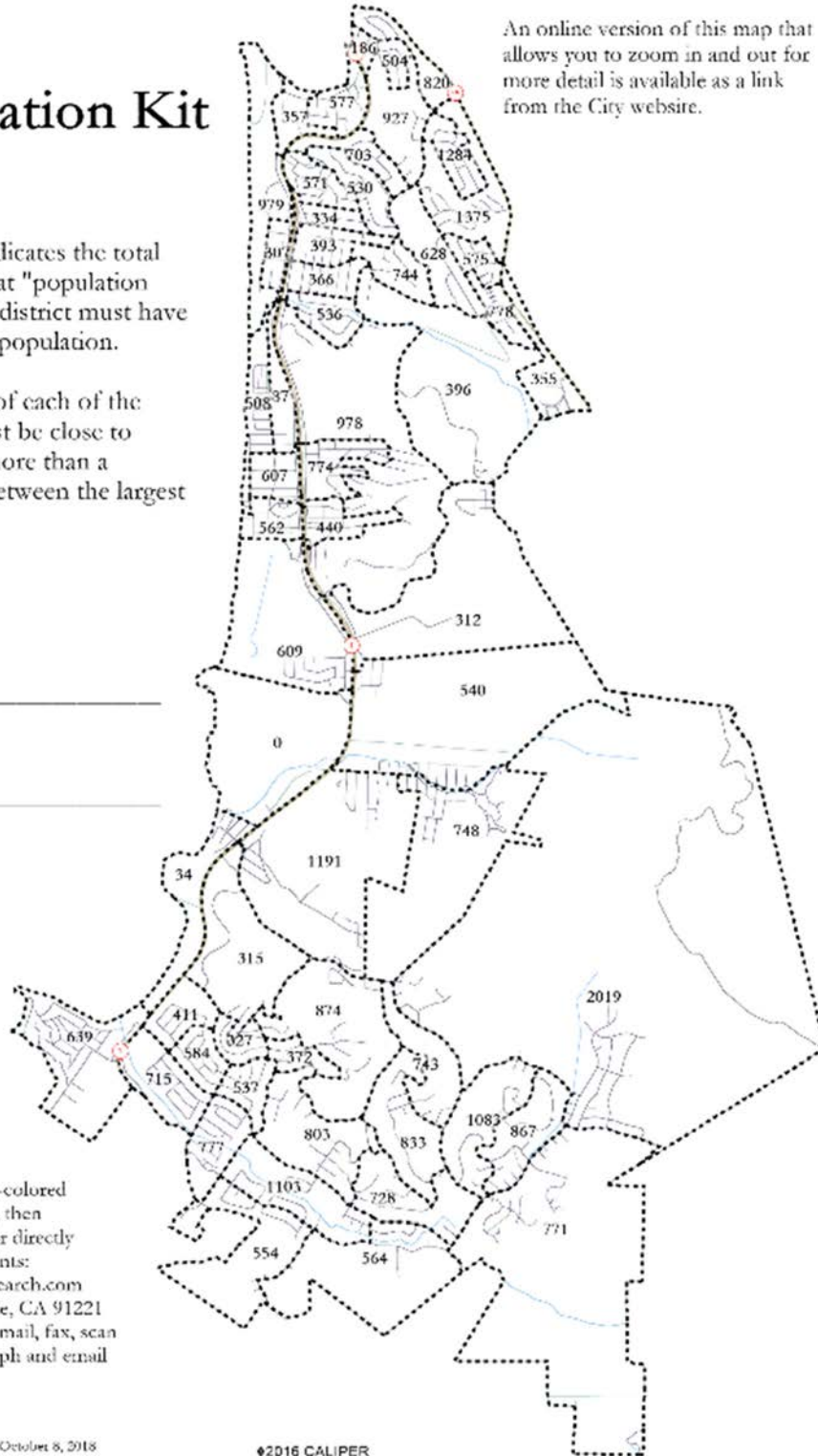
---

Phone or email:

---

Please use a thick dark-colored pen to draw your map, then submit it at City Hall or directly to our project consultants:  
Submission@NDCresearch.com  
PO Box 5271, Glendale, CA 91221  
You can hand-deliver, mail, fax, scan and email, or photograph and email your map.

An online version of this map that allows you to zoom in and out for more detail is available as a link from the City website.

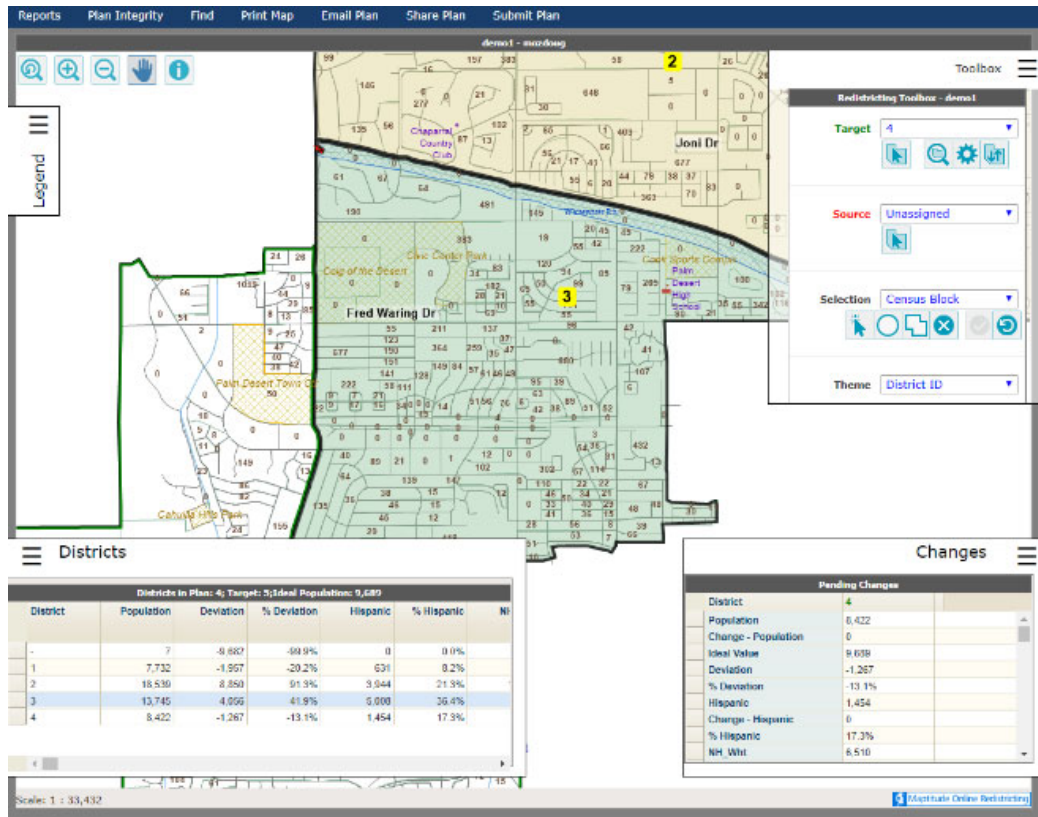




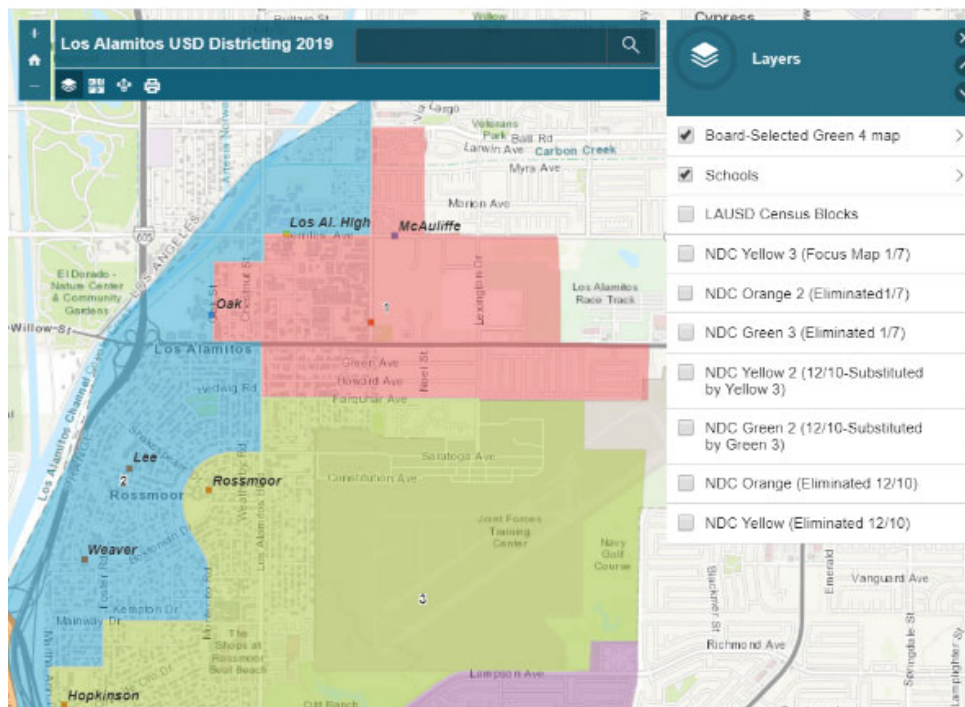


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## Sample Online Mapping Tool



Sample NDC “Interactive Review Map”  
(used to view and evaluate, not to draw, maps)





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### Impeccable References

All of NDC's former clients – without exception – can be contacted for references. The following is only a sample of references:

Mr. Graham Mitchell. City Manager. City of El Cajon. 200 Civic Center Way. El Cajon. CA 92020. (619) 441-1716. GMitchell@cityofelcajon.us.

Mr. Jason Stilwell. City Manager. City of Santa Maria. 110 E. Cook Street. Santa Maria. CA 93454-5190. (805) 925-0951 ext. 2200. jstilwell@cityofsantamaria.org.

Mr. Marcus Walton. Communications Director. West Contra Costa Unified. 1108 Bissell Ave., Room 211-215. Richmond, CA 94801. 510-205-3092. mwalton@wccusd.net.

Mr. Jonathan Vasquez. Superintendent. Los Nietos School District. 8324 S. Westman Ave., Whittier, CA 90606. (562) 692-0271 Ext. 3212 jonathan\_vasquez@lnsd.net.

Ms. Jennifer Fitzgerald, Mayor, City of Fullerton. 303 W. Commonwealth Avenue. Fullerton, CA 92832. (714) 402-3106. jennifer@curtpringle.com.

Mr. James Atencio. Assistant City Attorney. City of Richmond. 450 Civic Center Plaza. Richmond, CA 94804. 510-620-6509. James\_Atencio@ci.richmond.ca.us.

Ms. Isabel Montenegro. Administrative Assistant. Inglewood Unified. 401 South Inglewood Avenue, Inglewood, CA 90301. 310-419-2799. imontenegro@inglewood.k12.ca.us.

Ms. Pam Abel. Superintendent. Modesto City Schools. 426 Locust Street. Modesto. CA 95351-2631. (209) 574-1616. able.p@mcs4kids.com.

Mr. Darrell Talbert. City Manager. City of Corona. 400 S Vicentia Avenue. Corona. CA 92882-2187. 951.279.3670. Darrell.Talbert@ci.corona.ca.us.

Mr. David Silberman. Deputy County Counsel. San Mateo County. 400 County Center. 6th Floor. Redwood City. CA 94063. 650-363-4749 dsilberman@smcgov.org.

Judge Hugh Rose (retired). Chairman. City of Modesto Districting Commission. 508 King Richard Lane. Modesto. CA 95350. Phone (209) 522-0719. Email: hhrose@hotmail.com.

Ms. Lucinda Aja. City Clerk, City of Buckeye, Arizona. 100 N Apache Rd, Suite A, Buckeye, AZ 85326. Phone (623) 349-6007. Email: laja@buckeyeaz.gov.

Ms. Randi Johl, Director of Legislative Affairs/City Clerk. City of Temecula. 41000 Main Street. Temecula, CA 92590. 951-694-6444. Randi.Johl@temeculaca.gov.



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### Project Scope of Work

#### Level 1 - database of demographics & elections plus test maps

##### **Task A: Create the demographic database**

This database will include 2010 Census data on total population and voting age population counts by race and ethnicity; California Statewide Database data on 2010 voter registration and turnout by Spanish- and Asian-American surnames; either Statewide Database, or, if that is not available in time, County Registrar current voter registration turnout records processed by NDC to identify Spanish- and Asian-American surnames; American Community Survey data on Citizens of Voting Age by race and ethnicity (also known as “eligible voters”) from the latest Census Bureau reports.

##### **Task B: Elections Database**

Task: NDC will compile a list of recent jurisdiction election results; for overlapping school, county and state elections that involved "protected class" candidates; and recent ballot measures. NDC will work with the jurisdiction to identify/confirm the ethnicity of the various candidates in these elections.

##### **Task C: Test District Map(s)**

Task: NDC will analyze whether it is possible to draw one or more majority-minority districts based on each of the following demographic databases:

- Most recent available general election voter turnout by surname
- Most recent available general election voter registration by surname
- Citizen Voting Age Population (Using the most recent available Department of Justice Special Tabulation)
- Citizen Voting Age Population (Using the most recent available American Community Survey)
- Voting Age Population (2010 Census)
- Total Population (2010 Census)

##### Level 1 Deliverables:

- Spreadsheet of District demographics in electronic and PDF format (NDC)
- Table listing elections, candidates, candidate ethnicity, and total votes (count and percentage) for each election collected. The table will be



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accompanied by a summary of which "protected class" candidates ran and whether they won or lost each election. The client will receive the report in PDF format.

- Demographic data on test district(s) and PDF map of test districts.

Level 1 Timeline: Typically three weeks, but can be done faster if necessary.

### Next Steps:

At the completion of the Level I, the client can decide whether to proceed with Level II, to jump to a later project level, or to consider the project complete. NDC will not proceed with any additional work beyond Level I without written direction from the client.

### Level II—Racially Polarized Voting Analysis

Task: Analysis of potential racially polarized voting patterns in key local and statewide elections. For a jurisdiction as small as Cambria CSD the usual “level 2” statistical analysis is not possible, but NDC can review two or three recent election results in the three precincts that cover the District to analyze if there are any signs of polarized voting among those precincts.

Timeline: three weeks (but can be done faster if necessary).

### Next Steps:

At the completion of the Level II work, the client can decide whether to proceed with Level III, to jump to a later project level, or to consider the project complete. NDC will not proceed with any additional work beyond Level II without written direction from the client.

### Level III – Districting

NDC tailors each districting project to the needs and goals of each jurisdictions. Below is a typical NDC-suggested timeline and description of project elements.

The dates provided below are general guidelines and will vary according to the goals, project choices, and deadlines of each jurisdiction.

**For jurisdictions that need to complete the project within the 90-day “safe harbor” provisions of the California Voting Rights Act, the process would be accelerated to meet that deadline.**



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### Summary Districting Timeline / Scope of Work

April – June	Project Planning and decisions on public mapping tools, whether to use a commission, and other project options. Begin project communications and outreach.
June – September	Any mapping tools prepared with preliminary population data; initial pre-draft-map hearing(s) held.
October – January	Census data received and processed; draft maps prepared, considered, and revised (in hearings and, if desired, less formal public workshops)
January – April	Final plan revisions made and plan adopted and implemented.

### Detailed Districting Timeline / Scope of Work

#### April – June, 2021: Project Planning and Initial Outreach

- a. NDC works with the jurisdiction to prepare a detailed project timeline of expected outreach efforts, public forums, formal hearings, draft map dates, and final map adoption dates.
- b. NDC works with the jurisdiction staff (or contract specialized outreach staff – see notes below about that option if interested) to prepare a project outreach plan for all steps of the process covering target audiences, contact lists, social media efforts, any potential postcard mailings, utility bill inserts, flyers for distribution at schools, media briefings, and community group contacts.
- c. Decide what public mapping tool(s) to provide, if any.
- d. Decide whether to use a commission.
- e. Create the project website: NDC will provide advice and text for the jurisdiction’s website, or as an optional project element NDC will build a project website that the jurisdiction can simply link to from the jurisdiction site.
- f. NDC will work with jurisdiction and County Registrar staff to confirm GIS boundaries and to identify and include in our redistricting database any available GIS data that NDC and the jurisdiction identify are likely to be useful as mapping references for NDC, the public, and for the jurisdiction.



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- g. Project outreach begins with initial alerts and ‘invitations to participate’ sent out to the general public, to overlapping jurisdictions, and to community organizations.

### **June – September, 2021: Initial Data Analysis and Initial Hearings / Forums**

- h. NDC prepares total population estimates for use in initial hearings and any public mapping tools.
- i. NDC adds socio-economic data from the Census Bureau’s American Community Survey to the state demographic data.
- j. NDC matches the demographic database to the existing election areas.
- k. NDC prepares a report regarding the demographics and compliance with state and federal criteria of the existing election areas, including maps of “protected class” population concentrations and other socio-economic data often referenced in redistricting (such as income, education levels, children at home, language spoken at home, renters / homeowners, and single-family / multi-family residences).
- l. NDC report is circulated to the jurisdiction and into the project outreach messaging.
- m. Hearings / Forums: NDC presents an overview of the redistricting laws and criteria, jurisdiction demographics, and the population balance of the existing election areas and their compliance (or possible lack thereof) with state and federal requirements.
- n. The project timeline and outreach plan are presented to the public for comments and feedback, along with a request to the public to provide guidance on what residents consider key neighborhoods, communities of interest, and other project-related regions in the jurisdiction.
- o. If the optional public mapping tools and/or Public Participation Kit are included in the project, their use is demonstrated to the public.
- p. If the optional public mapping tools and/or Public Participation Kit are included in the project, NDC provides email and phone support for any residents with questions regarding their use.
- q. If the optional public mapping tools and/or Public Participation Kit are included in the project, at the jurisdiction’s option additional public forums on the use of those tools can be provided.



## National Demographics Corporation

- r. Outreach efforts continue with messaging to the public, with special focus on community groups with an interest in the redistricting.

### October – January, 2021: Draft Mapping Time

- s. 2020 Census total population counts released and California Statewide Database completes “prison adjustments” of the data. Total population counts in outreach materials and mapping tools are updated with the official Census data.
- t. If the existing election areas are in compliance with state and federal rules and balanced, the jurisdiction decides whether to stop at this “Still Balanced” point or to continue with a standard redistricting.
- u. If the existing election areas are in compliance with state and federal rules and close to, but not quite, balanced, the jurisdiction decides whether conduct only a “Minimal Change” redistricting or to proceed with a full “Standard” redistricting project.
- v. Outreach efforts continue with messaging reminding the public of the opportunity to provide written or mapped input on how the maps should be drawn and welcoming any maps residents wish to submit.
- w. The public deadline for submitting any initial draft maps will be approximately seven days prior to the official deadline to post all draft maps online (to provide NDC time to process any draft maps received, and for NDC to develop our own two to four initial draft maps).
- x. All outreach channels are used to inform the public about the opportunity to submit draft maps and to encourage participation in the review of the upcoming draft maps.
- y. NDC processes all public draft map submissions, drafts NDC’s draft maps, summarizes all of the draft maps. The maps, related demographics, and summaries are provided by NDC in web-friendly formats. These process maps are posted on the project website and on the NDC-provided interactive review map.
- z. At the jurisdiction’s option, one or more informal workshops or public forums are held to gather residents’ reactions to and preferences among the draft maps.



## National Demographics Corporation

- aa. The jurisdiction holds a hearing to review the draft maps, narrow down the list of initial draft maps, and provide direction on any desired new or revised maps.
- bb. Time provided for the public to submit any new maps and for NDC to provide maps based on the direction at the hearing. During this time, additional outreach is conducted to inform interested residents and community groups of the selected ‘focus maps’ and the remaining opportunities to participate in the process.

### January – April, 2022: Map Adoption

- cc. Any new or revised maps, related demographics, and summaries are posted on the project website.
- dd. At the jurisdiction’s option, one or more informal workshops or public forums are held to gather residents’ reactions to and preferences among the remaining maps.
- ee. One or more hearings are held to continue the review and refinement of the focus maps and, ultimately, adopt the final map.
- ff. Outreach continues to inform residents and community groups of the progress of the project, opportunities for future participation, and, ultimately, which map is adopted.
- gg. Following map adoption, NDC coordinates map implementation with the County Registrar, informing the jurisdiction staff of the progress, any issues, and ultimate completion of that work.
- hh. NDC works with the jurisdiction staff to ensure preservation of all project data and records, including GIS-format versions of the adopted map.





## Project Pricing

### Level I Initial Analysis Costs:

Analysis, report and telephonic/virtual discussion .....	\$ 2,000
In-person meeting to discuss report (if requested by jurisdiction) .....	\$ 2,750

### Level II Polarized Voting Analysis Costs:

Per election contest analyzed .....	\$ 900
Report and telephonic/virtual discussion.....	no additional cost
In-person meeting to discuss report (if requested by jurisdiction) .....	\$ 2,750

### Level III: Districting Project Costs

1. **Basic Project Elements** (covers everything except for per-meeting and optional expenses):..... \$ 6,500
2. **Per-Meeting expense:**
  - In-person attendance, per meeting ..... \$ 2,750
  - Virtual (telephonic, Zoom, etc.) attendance, per meeting..... \$ 1,250

For each meeting, NDC will prepare meeting materials, including presentation materials and maps; present and explain key concepts, including mandatory and traditional redistricting criteria and “communities of interest”; facilitate conversations; answer questions; and gather feedback on existing and proposed boundaries.

Per-meeting prices include all travel and other anticipated meeting-related expenses. Telephone calls to answer questions, discuss project status, and other standard project management tasks do not count as meetings and do not result in any charge.

### 3. Optional Project Elements:

- a) Project website ..... \$ 3,500
- b) Public mapping tool options:
  - ESRI Redistricting ..... \*
  - Caliper-centered system including all elements below ..... \$ 2,500
    - a. “Maptitude Online Redistricting” (MOR)
    - b. Tuft University’s “DistrictR” (a simple neighborhood mapping tool)
    - c. Public Participation Kit paper- and Excel-based mapping tool
- c) DistrictR without MOR or ESRI ..... \$ 1,500
- d) Public Participation Kit mapping tool without MOR or ESRI..... \$ 1,000



## National Demographics Corporation

- e) Working with independent or advisory redistricting commission..... no additional charge
- f) Additional outreach assistance..... separately contracted

\* Caliper is currently re-evaluating the cost of their tool; NDC is talking to ESRI about a less-expensive and faster-to-setup version of their tool; and NDC is talking to other potential online tool providers that may provide less expensive options. At the time your jurisdiction is ready to begin the project, NDC will provide an update on the online mapping tools available with a review of the power, accuracy, ease of use, and cost for each.

### Other Potential Project-Related Expenses:

The most common additional project expenses would be any site or staff costs for conducting the community forums and the cost of printing or copying paper copies of the “Public Participation Kit.” In NDC’s experience, most participants will download and print the Kits in their own homes or offices.

### Additional Analysis

NDC is happy to assist with any additional analysis that the client requests at our standard hourly rates:

Principal (Dr. Douglas Johnson).....	\$300 per hour
Vice President (Justin Levitt) .....	\$250 per hour
Senior Consultant .....	\$200 per hour
Consultant.....	\$150 per hour
Analyst / Clerical.....	\$50 per hour

Dr. Johnson is also available for deposition and/or testimony work if needed, at \$350 per hour.



## National Demographics Corporation

### Details of Optional Project Elements

#### **Advisory or Independent Redistricting Commissions**

NDC anticipates that many California jurisdictions will create advisory or independent commissions to manage the redistricting process. NDC welcomes the use of such commissions, and our pricing does not change for jurisdictions creating commissions. But the creation, training, operation and reporting of such commissions often leads to more meetings (and a resulting increase in the “per meeting” project expenses) than a traditional redistricting process conducted primarily by the jurisdiction’s elected leadership.

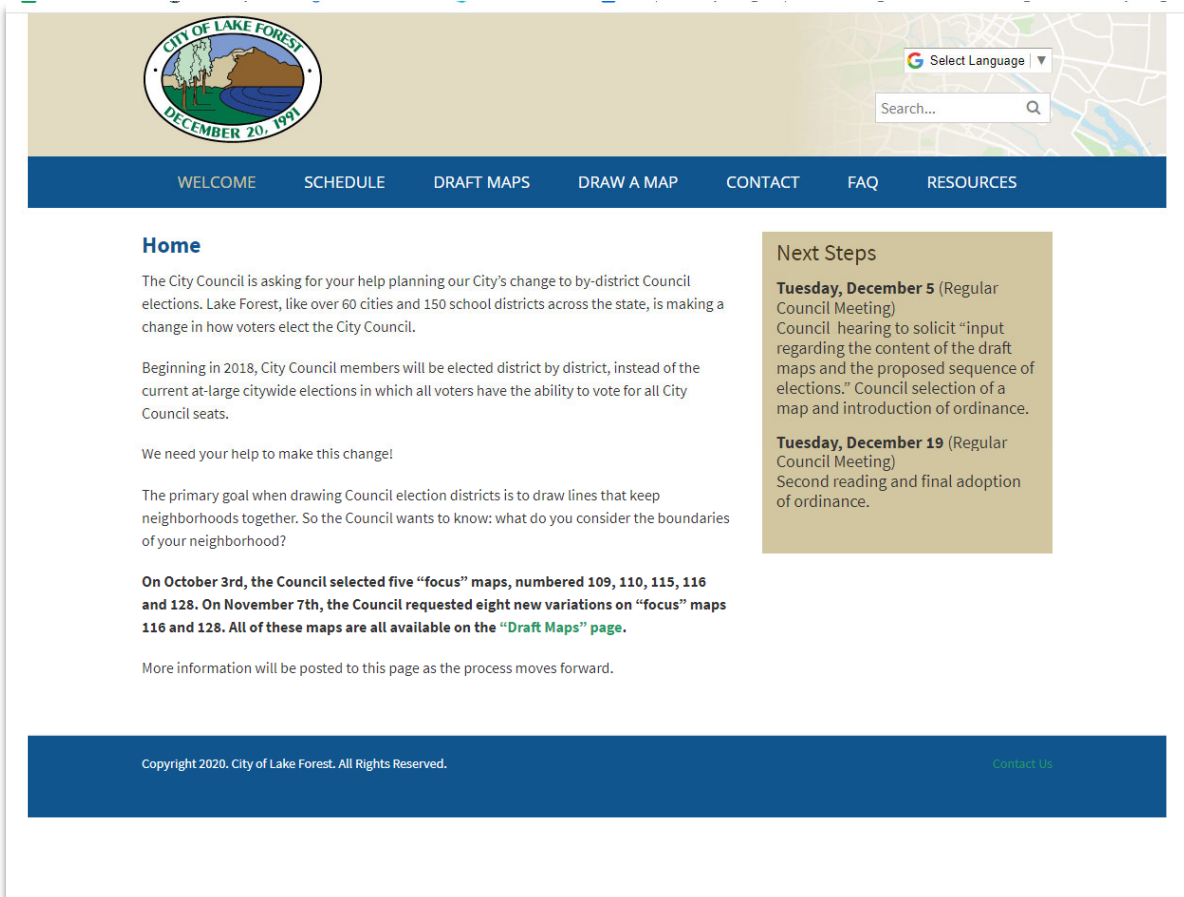
#### **Outreach Assistance**

NDC brings topical expertise to your jurisdiction’s outreach efforts, and NDC makes available to all clients our library of sample outreach materials including op-ed articles, postcards, utility bill inserts, flyers, and social media messages. NDC provides all of these materials along with our advice and input on outreach strategy and materials to any interested jurisdiction, but we do not have graphic artists to customize or design such materials in-house.

For larger-scale outreach efforts, especially where jurisdictions wish to send representatives out to regular meetings of existing community organizations, NDC typically works together with a jurisdiction’s in-house communications staff and/or with one or more outreach organizations. We have a number of firms we recommend, and we would be happy to work with any in-house team at the jurisdiction or with any firm or organization the jurisdiction selects. Projects with this level of outreach are relatively rare, as most projects can be handled by the jurisdiction’s existing communications team using the samples, templates and advice NDC provides.

#### **Project Website**

NDC provides all project materials in website-friendly formats for posting on the jurisdiction’s website. At no cost, NDC will provide project website samples and website language for use on the jurisdiction’s project website. But for jurisdictions that prefer not to take on the challenge of creating and managing a rapidly-changing project website, NDC will create, host, and update project website (visit to see one such site – though note that site was created prior to passage of the new AB849 requirements).



The screenshot shows the City of Lake Forest website. At the top left is the City of Lake Forest logo, which includes a circular emblem with a tree, a house, and a river, surrounded by the text 'CITY OF LAKE FOREST' and 'DECEMBER 20, 1991'. To the right of the logo is a search bar with a 'Select Language' dropdown menu. Below the logo and search bar is a dark blue navigation menu with the following items: WELCOME, SCHEDULE, DRAFT MAPS, DRAW A MAP, CONTACT, FAQ, and RESOURCES.

The main content area is divided into two columns. The left column is titled 'Home' and contains the following text:

The City Council is asking for your help planning our City's change to by-district Council elections. Lake Forest, like over 60 cities and 150 school districts across the state, is making a change in how voters elect the City Council.

Beginning in 2018, City Council members will be elected district by district, instead of the current at-large citywide elections in which all voters have the ability to vote for all City Council seats.

We need your help to make this change!

The primary goal when drawing Council election districts is to draw lines that keep neighborhoods together. So the Council wants to know: what do you consider the boundaries of your neighborhood?

**On October 3rd, the Council selected five "focus" maps, numbered 109, 110, 115, 116 and 128. On November 7th, the Council requested eight new variations on "focus" maps 116 and 128. All of these maps are all available on the "Draft Maps" page.**

More information will be posted to this page as the process moves forward.

The right column is titled 'Next Steps' and contains the following text:

**Tuesday, December 5** (Regular Council Meeting)  
Council hearing to solicit "input regarding the content of the draft maps and the proposed sequence of elections." Council selection of a map and introduction of ordinance.

**Tuesday, December 19** (Regular Council Meeting)  
Second reading and final adoption of ordinance.

At the bottom of the page is a dark blue footer with the text 'Copyright 2020. City of Lake Forest. All Rights Reserved.' and a 'Contact Us' link.

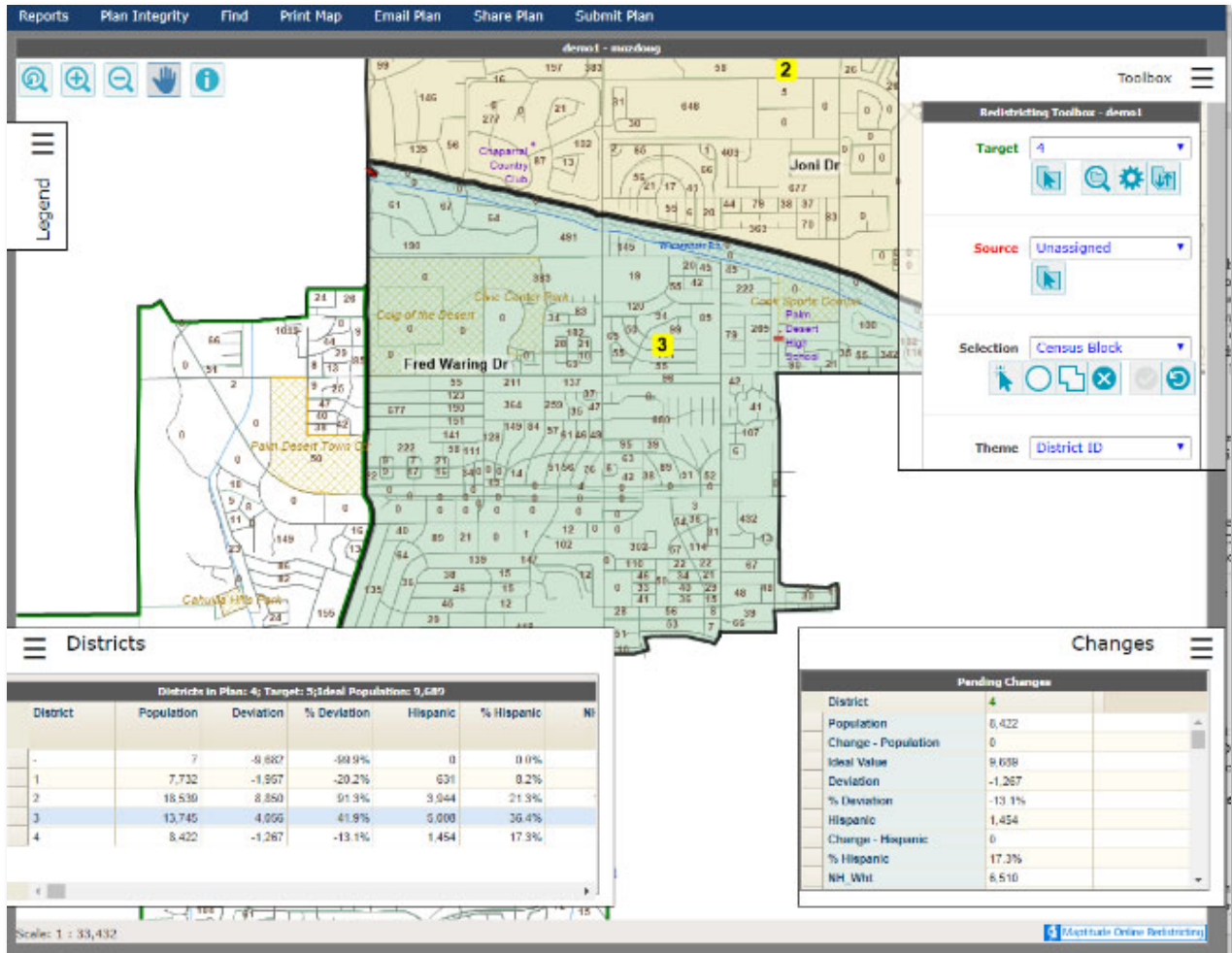
## Background on Online Mapping Tool Options

NDC is the unmatched leader in redistricting tools that empower residents to review draft maps and to develop and submit their own map proposals. NDC is the only firm that has used the online mapping solutions from both ESRI and Caliper Corporation in major redistricting projects. And only NDC has repeatedly trained members of the public, processed public map submissions, and presented the public map proposals to public hearings and commission meetings. NDC's online mapping tool options provide user support, hosting, managing, and processing submitted plans for an online interactive system that allows public to draw and submit proposed maps through a standard web browser.



## National Demographics Corporation

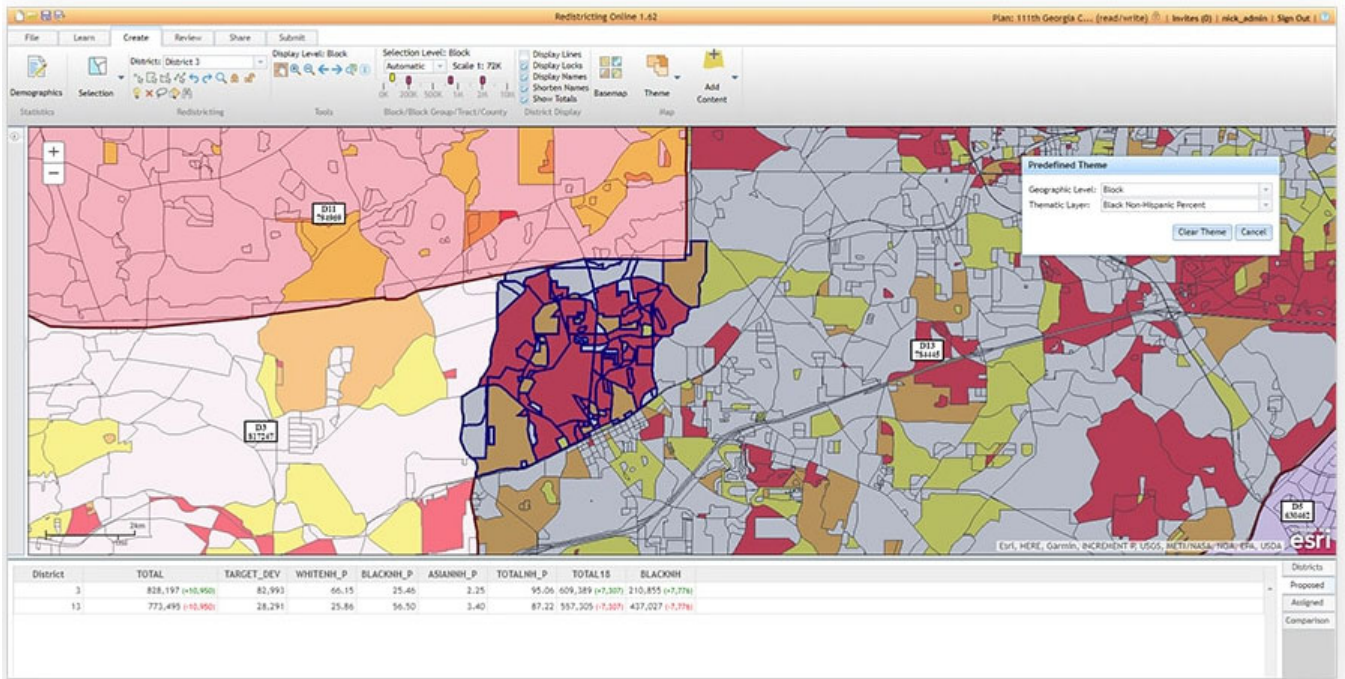
In the more than 200 California local districting projects between 2012 and 2020, NDC is the only consultant providing clients access to Caliper Corporation’s “Maptitude Online Redistricting” tool. Even with the technical challenges arising from such tools’ power and flexibility, NDC’s training and encouragement frequently results in 10, 20, 30 or more different maps drawn by residents of the school district or city providing that tool to its residents.





## National Demographics Corporation

The other primary public mapping tool currently on the market is ESRI's online districting tool. While easy to use, the ESRI product currently takes a month or more to deploy and typically costs significantly more. As a result, traditionally only the largest jurisdictions with lots of project startup time have been able to use it. The features and pricing of both products are currently being updated for 2021, and other vendors are working on potential additional options.



When it is time to start the project, NDC will work with each interested client to determine which, if any, online mapping tool best meets the goals and budget of the jurisdiction.



## National Demographics Corporation

### Paper- and Excel-based Public Mapping Tools

While online mapping tools are very popular, NDC never forgets those residents who do not have internet access or who simply prefer to not drawing maps online.

At no cost with every online mapping tool, and as a separate option for jurisdictions that for budget or other reasons do not include an online mapping tool, NDC offers our “Public Participation Kit.” Each “Kit” includes two formats.

The first, and most simple, Kit is a one-page map showing streets, city borders, and population counts for NDC-created “Population Unit” geographic areas. Residents draw the map they wish to propose and add up the population counts by hand until they get the right population count in each district. All of the directions needed are right on the single-page form. Examples of these tools, from our work for the City of Lake Forest, are available here: <https://drawlf.org/draw-a-map/>.

The second form of offline mapping tool is for those residents who do not want to deal with an online mapping tool, but who are already comfortable with Microsoft Excel. NDC provides a similar simple one-page map of those same “Population Units,” but this time the map shows the Unit ID number rather than the population count in that Unit. Residents then enter their preferred district assignment for each Population Unit into the pre-formatted Excel spreadsheet (also available on the Lake Forest website), and Excel calculates the total population and demographics of each District. When the resident has the map the way they like it, they simple email in the Excel file.

### Public Participation Kit

An online version of this map that allows you to zoom in and out for more detail is available as a link from the City website.

Each number indicates the total population of that "population unit" area. Each district must have essentially equal population.

The population of each of the five districts must be close to 7,447, with no more than a 745 difference between the largest and smallest.

Name: \_\_\_\_\_

Phone or email: \_\_\_\_\_

Please use a thick dark-colored pen to draw your map, then submit it at City Hall or directly to our project consultants:  
 Submission@NDCresearch.com  
 PO Box 5271, Glendale, CA 91221  
 You can hand-deliver, mail, fax, scan and email, or photograph and email your map.

National Demographics, October 8, 2018 #2016 CAL/PER



## National Demographics Corporation

### Conclusion

Since its founding NDC has been the nation's preeminent company devoted to local election systems. To summarize:

- NDC has more experience in the field of municipal political election systems than any other company.
- NDC's experience and expertise has been recognized by our hundreds of clients, the California League of Cities, the California School Board Association, the California Special District Association, and the National Conference of State Legislatures.
- NDC, founded in 1979, has a demonstrated record of financial solvency.
- NDC's hardware and software resources were specially designed and acquired for districting and redistricting purposes.
- NDC's highly respected personnel have impeccable credentials in each aspect of the districting and redistricting processes.
- NDC's suggested approach has been tested in many jurisdictions.
- Any NDC client can be contacted for testimonials and reference.
- NDC has demonstrated experience over many years in working with the press and media on local election system issues.
- Neither the Justice Department nor any Court has ever rejected any of the hundreds of local government districting or redistricting plan submitted by NDC.

NDC takes pride in tailoring each project to the needs and goals of each individual client. NDC is open to any feedback, concerns, requests, or changes regarding this proposal.

NDC looks forward to the opportunity to work with you on this project.





## National Demographics Corporation

### Proposal Acceptance

The terms of this proposal are available for 90 calendar days from its delivery to you. In most situations, NDC is open to extending that period of time to meet any particular needs of your jurisdiction.

If your jurisdiction has specific contract and/or letter of agreement language you prefer to use, please provide it and ignore the signature block below. If you prefer, simply sign two copies of this proposal in the signature block below and return them to NDC. Once signed by NDC, one copy will be returned to you.

Thank you.

For National Demographics Corporation

For Cambria CSD

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Douglas Johnson, President

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Date

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Date

# Appendix

Resumes of NDC President Dr. Douglas Johnson and Vice President Dr. Justin Levitt are attached.

A client list and resumes of all NDC team members are available at [www.ndcresearch.com/about-us/](http://www.ndcresearch.com/about-us/).

## Douglas Mark Johnson

P.O. Box 5271  
Glendale, CA 91221  
djohnson@NDCresearch.com

mobile: (310) 200-2058  
office: (909) 624-1442  
fax: (818) 254-1221

### Employment

President, National Demographics Corporation, 2006 – present.  
Senior Analyst, National Demographics Corporation, 2001 – 2006.  
Fellow, Rose Institute of State and Local Government, 2001 – present.  
Project Manager and Senior Manager at three internet startup companies, 1999 - 2001.  
U.S. Representative Stephen Horn, Legislative Director and System Manager. 1993 – 1997.  
Coro Foundation, Fellowship in Public Affairs. 1992 – 1993.  
Rose Institute for State and Local Government, Student Manager. 1989 – 1992.

### Education

Claremont Graduate University, Ph.D. in Political Science, 2015. Dissertation: “Independent Redistricting Commissions: Hopes and Lessons Learned.”  
UCLA Anderson Graduate School of Management, MBA, 1999.  
Claremont McKenna College, BA in Government (Political Science), 1992.

### Academic Honors

Graduated Cum Laude from Claremont McKenna College.  
Phi Beta Kappa. Philip Roland Prize for Excellence in Public Policy.

### Publications and Articles

Christian Science Monitor “Let the public help draw voting districts,” October 25, 2013.  
New York Times, "The Case for Open Primaries," February 19, 2009.  
Los Angeles Times Opinion Articles:  
“A neighbor’s help on redistricting” June 24, 2007.  
“A Trojan horse primary for the GOP” February 25, 2007.  
“Where a porn palace stood” (article on redevelopment), July 30, 2006.  
Fresno Bee Opinion Article: “The Poison Handshake” June 15, 2004.  
Redistricting in America. Rose Institute of State and Local Government, 2010.  
Restoring the Competitive Edge: California's Need for Redistricting Reform and the Likely Impact of Proposition 77. Rose Institute of State and Local Government, 2005.  
"Competitive Districts in California" Rose Institute of State and Local Government, 2005.  
Latinos and Redistricting: “Californios For Fair Representation” and California Redistricting in the 1980s. Rose Institute of State and Local Government, 1991.

### Speaker or Panelist

California School Board Association Annual Education Conference panelist: “The California Voting Rights Act: What Board Members Must Know.” December 4, 2015.  
Associated Cities of California – Orange County, Keynote Speaker, Newly Elected Officials’ Reception and Dinner, “The California Voting Rights Act,” January 29, 2015.  
California League of Cities, City Manager Department, 2015 Department Meeting: “Opportunity to Engage Residents: The California Voting Rights Act.” January 29, 2015.  
California League of Cities, City Clerk Department, 2014 Annual Meeting: “Whose Line Is It Anyway: Making the transition from at-large to by-district elections.” September 3, 2014.  
National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2007 Spring Forum, "The Arizona Independent Redistricting Commissions' experiences with the first-ever independent redistricting."  
National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2008 Spring Forum, "Communities of Interest In Redistricting: A Practical Guide."

## Douglas Mark Johnson

National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2009 Fall Forum, "The Key to Successful Redistricting."

National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2010 Spring Forum, "Communities of Interest in Redistricting: A key to drawing 2011 plans (and for their defense)."

National Conference of State Legislatures, Redistricting and Elections Standing Committee: 2011 Winter Forum, "Citizen Voting Age Data from a line-drawer's viewpoint."

Luncheon Keynote Speaker, Santa Barbara's Channel Cities Club, "California's next experiment: independent, public redistricting," January 18, 2011.

Annual Conference, Arizona League of Cities and Towns, Presenter at "Redistricting Law and the Voting Rights Act: What It Means for Your City or Town in 2011," August 25, 2010.

Redistricting, The 2010 Census, and Your Budget, Sponsored by the Rose Institute of State and Local Government, California League of Cities, October 15, 2009.

Arizona Election Law 2010 Continuing Legal Education Conference, "Communities of interest and technology in redistricting," sponsored by the Arizona State Bar Association, March 2010

California's New Independent Redistricting Commission, sponsored by the Irvine Foundation and the California Redistricting Collaborative, December 15, 2009

Tribal Association of Sovereign Indian Nations (TASIN) Legislative Day 2009, "The 2010 Census and 2011 Redistricting in California," December 2, 2009.

California School Board Association, "Litigation Issues and the California Voting Rights Act," December 4, 2009.

California Latino School Boards Association, "Introduction to the California Voting Rights Act," August 20, 2009.

Building a National Reform Movement, Salt Lake City, Utah, 2006, conference on redistricting reform hosted by the League of Women Voters, Campaign Legal Center, and The Council for Excellence in Government

Texas Tech University, "A Symposium on Redistricting," May, 2006

California League of Cities, "Introduction to the California Voting Rights Act."

Voices of Reform, a project of the Commonwealth Club of San Francisco: multiple forums on redistricting and / or term limits, 2006 – 2007

Classroom speaker at Pepperdine University, the University of La Verne, Pomona College and Claremont McKenna College

## Justin Mark Levitt

P.O. Box 5271  
Glendale, CA 91221  
jlevitt@NDCresearch.com

mobile: (480) 390-7480  
office: (818) 254-1221  
fax: (818) 254-1221

### Employment

Vice-President, National Demographics Corporation, 2012 – present.  
Senior Analyst, National Demographics Corporation, 2003 – 2011.  
Instructor in Political Science, University of California, San Diego, 2012 – present.  
Graduate Research Fellow, Center for US-Mexico Studies, 2010 – present.  
Graduate Research Fellow, University of California, San Diego, 2008 – 2010 and 2013 – 2014.  
Jesse M. Unruh California Assembly Fellow. 2006 – 2007.  
Rose Institute for State and Local Government, Student Manager. 2005 – 2006.

### Education

University of California, San Diego, Ph.D. Political Science, 2016. Dissertation title: “The Impact of Geographic Patterns on Tradeoffs in Redistricting.”  
Claremont McKenna College, BA in Philosophy, Politics and Economics (PPE), 2006.

### Academic Honors

California Studies Fellow, University of California, San Diego, 2007 – 2009  
Graduated Cum Laude from Claremont McKenna College.

### Publications and Conference Presentations

Settle, Jamie, Robert Bond, and Justin Levitt. 2011. “The Social Origins of Adult Political Behavior.” *American Politics Research*. 39 (2). 239-263

Miller, Kenneth and Justin Levitt. 2007. “The San Joaquin Valley.” In The New Political Geography of California. Eds. Frederick Douzet, Thad Kousser, and Kenneth Miller. Berkeley: Institute of Government Studies.

“The Political Geography of Tradeoffs in Redistricting” Paper presented at the State Politics and Policy Conference, Iowa City, IA, 2013

*Getting What You Want: A Bargaining Approach to Fair Division in Redistricting*. Paper presented at the “Challenging Urban Borders : the geopolitics of immigration and segregation” workshop, Berkeley, CA, 2013 and the State Politics and Policy Conference, Houston, TX, 2012

“An Atlas of Public Health in Mexico” (with Alberto Diaz Cayeros). Paper presented at the Hewlett Foundation Conference on Public Health, Mexico City, DF. 2012

“Remoteness and the Territoriality of Public Health” (with Alberto Diaz Cayeros). Paper presented at the American Political Science Association conference, Seattle, WA. 2011

“Initiatives as revealed preferences” Paper presented at the American Political Science Association conference, Seattle, WA. 2011

“No Se Puede: Latino Political Incorporation in Phoenix.” Paper Presented at the New Political Geography of California conference, Berkeley, CA., 2009

## Justin Mark Levitt

*“Political Change in the Central Valley”*. Paper Presented at the Western Political Science Association conference, Las Vegas, NV.,2007

### Working Papers

Hill, Seth, Thad Kousser, Alex Hughes, and Justin Levitt. ND. *“How Competitiveness Shapes Infrequent Primary Voters Response to Receiving a GOTV Mailer.”*

Diaz-Cayeros, Alberto and Justin Levitt. ND. *“Remoteness and the Territoriality of Public Health.”*

Levitt, Justin. ND. *“Getting What You Want: A Bargaining Approach to Fair Division in Commission-led Redistricting.”*

### Teaching Experience

#### California State University, Long Beach, Department of Political Science

Adjunct Professor—POSC 327 (Urban Politics)	Spring 2016-Present
Adjunct Professor—POSC 229 (Cases in Policy Analysis)	Present
Adjunct Professor—POSC 412 (Law and Social Change)	Spring 2016-Present
Adjunct Professor—POSC 399 (California Politics Short Course)	Present

#### University of California, San Diego, Department of Political Science

Co-Instructor—UPS 170 (Regional Governance Reconsidered)	Spring 2015
Instructor—Poli 100A (The Presidency)	Fall 2014
Instructor—Poli 160AA (Introduction to Public Policy Analysis)	Fall 2013
Instructor—Poli 10 (Introduction to American Politics)	Summer 2013

## **AGREEMENT FOR CONSULTANT SERVICES**

This AGREEMENT FOR CONSULTANT SERVICES (“Agreement”) is made and effective as of April \_\_\_\_, 2021, between **NATIONAL DEMOGRAPHICS CORPORATION** (“Consultant”), and the **CAMBRIA COMMUNITY SERVICES DISTRICT**, a political corporation of the State of California (“District”). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

### **1. TERM**

This Agreement shall commence on April \_\_\_\_, 2021 and shall remain and continue in effect until March 31, 2022, unless sooner terminated pursuant to the provisions of this Agreement.

### **2. SERVICES**

Consultant shall perform the tasks described and comply with all terms and provisions set forth in Exhibit “A,” attached hereto and incorporated herein by this reference.

### **3. PERFORMANCE**

Consultant shall at all times faithfully, competently and to the best of his/her ability, experience and talent, perform all tasks described herein. Consultant shall employ, at a minimum generally accepted standards and practices utilized by persons engaged in providing similar services as are required of Consultant hereunder in meeting its obligations under this Agreement.

### **4. AGREEMENT ADMINISTRATION**

District’s General Manager, John F. Weigold, IV, shall represent District in all matters pertaining to the administration of this Agreement. Consultant’s President, Doug Johnson, shall represent Consultant in all matters pertaining to the administration of this Agreement.

### **5. PAYMENT**

The District agrees to pay the Consultant in accordance with the payment rates and terms set forth in Exhibit “B,” attached hereto and incorporated herein by this reference, in monthly progress payments based on time spent on each task.

### **6. SUSPENSION OR TERMINATION OF AGREEMENT WITHOUT CAUSE**

(a) The District may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Consultant at least ten (10) days prior written notice. Upon receipt of said notice, the Consultant shall

immediately cease all work under this Agreement, unless the notice provides otherwise. If the District suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

(b) In the event this Agreement is terminated pursuant to this Section, the District shall pay to Consultant the actual value of the work performed up to the time of termination, provided that the work performed is of value to the District. Upon termination of the Agreement pursuant to this Section, the Consultant will submit an invoice to the District pursuant to Section 5.

## 7. **TERMINATION ON OCCURRENCE OF STATED EVENTS**

This Agreement shall terminate automatically on the occurrence of any of the following events:

- (a) Bankruptcy or insolvency of any party;
- (b) Sale of Consultant's business;
- (c) Assignment of this Agreement by Consultant without the consent of District;  
or
- (d) End of the Agreement term specified in Section 1.

## 8. **DEFAULT OF CONSULTANT**

(a) The Consultant's failure to comply with the provisions of this Agreement shall constitute a default. In the event that Consultant is in default for cause under the terms of this Agreement, District shall have no obligation or duty to continue compensating Consultant for any work performed after the date of default and can terminate this Agreement immediately by written notice to the Consultant. If such failure by the Consultant to make progress in the performance of work hereunder arises out of causes beyond the Consultant's control, and without fault or negligence of the Consultant, it shall not be considered a default.

(b) If the District Manager or his/her delegate determines that the Consultant is in default in the performance of any of the terms or conditions of this Agreement, he/she shall cause to be served upon the Consultant a written notice of the default. The Consultant shall have ten (10) days after service upon it of said notice in which to cure the default by rendering a satisfactory performance. In the event that the Consultant fails to cure its default within such period of time, the District shall have the right, notwithstanding any other provision of this Agreement to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.



9. **LAWS TO BE OBSERVED.** Consultant shall:

(a) Procure all permits and licenses, pay all charges and fees, and give all notices which may be necessary and incidental to the due and lawful prosecution of the services to be performed by Consultant under this Agreement;

(b) Keep itself fully informed of all existing and proposed federal, state and local laws, ordinances, regulations, orders, and decrees which may affect those engaged or employed under this Agreement, any materials used in Consultant's performance under this Agreement, or the conduct of the services under this Agreement;

(c) At all times observe and comply with, and cause all of its employees to observe and comply with all of said laws, ordinances, regulations, orders, and decrees mentioned above;

(d) Immediately report to the District's General Manager in writing any discrepancy or inconsistency it discovers in said laws, ordinances, regulations, orders, and decrees mentioned above in relation to any plans, drawings, specifications, or provisions of this Agreement; and

(e) The District, and its officers, agents and employees, shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this Section.

10. **OWNERSHIP OF DOCUMENTS**

(a) Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by District that relate to the performance of services under this Agreement. Consultant shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of District or its designees at reasonable times to such books and records; shall give District the right to examine and audit said books and records; shall permit District to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

(b) Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the District and may be used, reused, or otherwise disposed of by the District without the permission of the Consultant. With respect to computer files, Consultant shall make available to the District, at the Consultant's office and upon reasonable written request by the District, the

necessary computer software and hardware for purposes of accessing, compiling, transferring, and printing computer files.

## 11. **INDEMNIFICATION**

(a) Indemnification for Professional Liability. When the law establishes a professional standard of care for Consultant's Services, to the fullest extent permitted by law, Consultant shall indemnify, protect, defend and hold harmless District and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including attorney's fees and costs to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of Consultant, its officers, agents, employees or subcontractors (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of professional services under this agreement.

(b) Indemnification for Other Than Professional Liability. Other than in the performance of professional services and to the full extent permitted by law, Consultant shall indemnify, defend and hold harmless District, and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or entity for which Consultant is legally liable, including but not limited to officers, agents, employees or subcontractors of Consultant.

(c) General Indemnification Provisions. Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this section from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this agreement. In the event Consultant fails to obtain such indemnity obligations from others as required here, Consultant agrees to be fully responsible according to the terms of this section. Failure of District to monitor compliance with these requirements imposes no additional obligations on District and will in no way act as a waiver of any rights hereunder. This obligation to indemnify and defend District as set forth here is binding on the successors, assigns or heirs of Consultant and shall survive the termination of this agreement or this section.

## 12. **INSURANCE**

Consultant shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in Exhibit "C" attached hereto and incorporated herein as though set forth in full.

13. **INDEPENDENT CONSULTANT**

(a) Consultant is and shall at all times remain as to the District a wholly independent Consultant. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither District nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the District. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against District, or bind District in any manner.

(b) No employee benefits shall be available to Consultant in connection with performance of this Agreement. Except for the fees paid to Consultant as provided in the Agreement, District shall not pay salaries, wages, or other compensation to Consultant for performing services hereunder for District. District shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing services hereunder.

14. **UNDUE INFLUENCE**

Consultant declares and warrants that no undue influence or pressure was or is used against or in concert with any officer or employee of the Cambria Community Services District in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the Cambria Community Services District will receive compensation, directly or indirectly, from Consultant, or from any officer, employee or agent of Consultant, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement. Violation of this Section shall be a material breach of this Agreement entitling the District to any and all remedies at law or in equity.

15. **NO BENEFIT TO ARISE TO LOCAL EMPLOYEES**

No member, officer, or employee of District, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the project during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the project performed under this Agreement.

16. **RELEASE OF INFORMATION/CONFLICTS OF INTEREST**

(a) All information gained by Consultant in performance of this Agreement shall be considered confidential and shall not be released by Consultant without District's prior written authorization. Consultant, its officers, employees, agents, or subcontractors, shall not without written authorization from the District Manager or unless requested by the

District Counsel, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within the District. Response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives District notice of such court order or subpoena.

(b) Consultant shall promptly notify District should Consultant, its officers, employees, agents, or subContractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request, court order, or subpoena from any person or party regarding this Agreement and the work performed thereunder or with respect to any project or property located within the District. District retains the right, but has no obligation, to represent Consultant and/or be present at any deposition, hearing, or similar proceeding. Consultant agrees to cooperate fully with District and to provide the opportunity to review any response to discovery requests provided by Consultant. However, District's right to review any such response does not imply or mean the right by District to control, direct, or rewrite said response.

## 17. **NOTICES**

Any notice which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

To District:                    John F. Weigold, IV, District Manager  
Cambria Community Services District  
PO Box 65  
Cambria, CA 93428

Copy to:                        Timothy J. Carmel  
Carmel & Naccasha, LLP  
694 Santa Rosa Street  
San Luis Obispo, CA 93401

To Consultant:                Douglas Johnson, President  
National Demographics Corporation  
PO Box 5271  
Glendale, CA 91221

18. **ASSIGNMENT**

The Consultant shall not assign the performance of this Agreement, nor any part thereof, without the prior written consent of the District.

19. **GOVERNING LAW**

The District and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the superior or federal district court with jurisdiction over the Cambria Community Services District.

20. **ENTIRE AGREEMENT**

This Agreement contains the entire understanding between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, or written, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

21. **TIME**

District and Consultant agree that time is of the essence in this Agreement.

22. **CONSTRUCTION**

The parties agree that each has had an opportunity to have their counsel review this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any amendments or exhibits thereto. The captions of the sections are for convenience and reference only, and are not intended to be construed to define or limit the provisions to which they relate.

23. **AMENDMENTS**

Amendments to this Agreement shall be in writing and shall be made only with the mutual written consent of all of the parties to this Agreement.

24. **AUTHORITY TO EXECUTE THIS AGREEMENT**

The person or persons executing this Agreement on behalf of Consultant warrants and represents that he/she has the authority to execute this Agreement on behalf of the

Consultant and has the authority to bind Consultant to the performance of its obligations hereunder.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed the day and year first above written.

**CAMBRIA COMMUNITY SERVICES DISTRICT:**

**NATIONAL DEMOGRAPHICS CORPORATION:**

By: \_\_\_\_\_  
Cindy Steidel, Board President

By: \_\_\_\_\_  
Douglas Johnson, President

ATTEST:

\_\_\_\_\_  
Ossana Terterian, Board Secretary

Approved As To Form:

\_\_\_\_\_  
Timothy J. Carmel, District Counsel

EXHIBIT A  
SCOPE OF WORK

## National Demographics Corporation

### Project Scope of Work

#### Level 1 - database of demographics & elections plus test maps

##### **Task A: Create the demographic database**

This database will include 2010 Census data on total population and voting age population counts by race and ethnicity; California Statewide Database data on 2010 voter registration and turnout by Spanish- and Asian-American surnames; either Statewide Database, or, if that is not available in time, County Registrar current voter registration turnout records processed by NDC to identify Spanish- and Asian-American surnames; American Community Survey data on Citizens of Voting Age by race and ethnicity (also known as “eligible voters”) from the latest Census Bureau reports.

##### **Task B: Elections Database**

Task: NDC will compile a list of recent jurisdiction election results; for overlapping school, county and state elections that involved "protected class" candidates; and recent ballot measures. NDC will work with the jurisdiction to identify/confirm the ethnicity of the various candidates in these elections.

##### **Task C: Test District Map(s)**

Task: NDC will analyze whether it is possible to draw one or more majority-minority districts based on each of the following demographic databases:

- Most recent available general election voter turnout by surname
- Most recent available general election voter registration by surname
- Citizen Voting Age Population (Using the most recent available Department of Justice Special Tabulation)
- Citizen Voting Age Population (Using the most recent available American Community Survey)
- Voting Age Population (2010 Census)
- Total Population (2010 Census)

##### Level 1 Deliverables:

- Spreadsheet of District demographics in electronic and PDF format (NDC)
- Table listing elections, candidates, candidate ethnicity, and total votes (count and percentage) for each election collected. The table will be



## National Demographics Corporation

accompanied by a summary of which "protected class" candidates ran and whether they won or lost each election. The client will receive the report in PDF format.

- Demographic data on test district(s) and PDF map of test districts.

Level 1 Timeline: Typically three weeks, but can be done faster if necessary.

### Next Steps:

At the completion of the Level I, the client can decide whether to proceed with Level II, to jump to a later project level, or to consider the project complete. NDC will not proceed with any additional work beyond Level I without written direction from the client.

### Level II—Racially Polarized Voting Analysis

Task: Analysis of potential racially polarized voting patterns in key local and statewide elections. For a jurisdiction as small as Cambria CSD the usual “level 2” statistical analysis is not possible, but NDC can review two or three recent election results in the three precincts that cover the District to analyze if there are any signs of polarized voting among those precincts.

Timeline: three weeks (but can be done faster if necessary).

### Next Steps:

At the completion of the Level II work, the client can decide whether to proceed with Level III, to jump to a later project level, or to consider the project complete. NDC will not proceed with any additional work beyond Level II without written direction from the client.

EXHIBIT B  
FEE ESTIMATE

## Project Pricing

### Level I Initial Analysis Costs:

Analysis, report and telephonic/virtual discussion .....	\$ 2,000
In-person meeting to discuss report (if requested by jurisdiction) .....	\$ 2,750

### Level II Polarized Voting Analysis Costs:

Per election contest analyzed .....	\$ 900
Report and telephonic/virtual discussion .....	no additional cost
In-person meeting to discuss report (if requested by jurisdiction) .....	\$ 2,750

### Level III: Districting Project Costs

1. Basic Project Elements (covers everything except for per-meeting and optional expenses): ..... \$ 6,500
2. Per-Meeting expense:
  - In-person attendance, per meeting ..... \$ 2,750
  - Virtual (telephonic, Zoom, etc.) attendance, per meeting..... \$ 1,250

For each meeting, NDC will prepare meeting materials, including presentation materials and maps; present and explain key concepts, including mandatory and traditional redistricting criteria and “communities of interest”; facilitate conversations; answer questions; and gather feedback on existing and proposed boundaries.

Per-meeting prices include all travel and other anticipated meeting-related expenses. Telephone calls to answer questions, discuss project status, and other standard project management tasks do not count as meetings and do not result in any charge.

## EXHIBIT C

### INSURANCE REQUIREMENTS

*Prior to the beginning of and throughout the duration of the Work, Consultant will maintain insurance in conformance with the requirements set forth below. Consultant will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth here, Consultant agrees to amend, supplement or endorse the existing coverage to do so. Consultant acknowledges that the insurance coverage and policy limits set forth in this section constitute the minimum amount of coverage required. Any insurance proceeds available to District in excess of the limits and coverage required in this agreement and which is applicable to a given loss, will be available to District.*

*Consultant shall provide the following types and amounts of insurance:*

Commercial General Liability Insurance using Insurance Services Office “Commercial General Liability” policy from CG 00 01 or the equivalent. Defense costs must be paid in addition to limits. There shall be no cross liability exclusion for claims or suits by one insured against another. Limits are subject to review but in no event less than \$1,000,000 per occurrence.

Business Auto Coverage on ISO Business Auto Coverage from CA 00 01 including symbol 1 (Any Auto) or the equivalent. Limits are subject to review, but in no event to be less than \$1,000,000 per accident. If Consultant owns no vehicles, this requirement may be satisfied by a non-owned auto endorsement to the general liability policy described above. If Consultant or Consultant’s employees will use personal autos in any way on this project, Consultant shall provide evidence of personal auto liability coverage for each such person.

Workers Compensation on a state-approved policy form providing statutory benefits as required by law with employer’s liability limits no less than \$1,000,000 per accident or disease.

Professional Liability or Errors and Omissions Insurance as appropriate shall be written on a policy form coverage specifically designated to protect against acts, errors or omissions of the Consultant and “Covered Professional Services” as designated in the policy must specifically include work performed under this agreement. The policy limit shall be no less than \$1,000,000 per claim and in the aggregate. The policy must “pay on behalf of” the insured and must include a provision establishing the insurer’s duty to defend the insured. The policy retroactive date shall be on or before the effective date of this agreement.

*Insurance procured pursuant to these requirements shall be written by insurer that are admitted carriers in the state California and with an A.M. Bests rating of A- or better and a minimum financial size VII.*

General conditions pertaining to provision of insurance coverage by Consultant. Consultant and District agree to the following with respect to insurance provided by Consultant:

1. Consultant agrees to have its insurer endorse the third party general liability coverage required herein to include as additional insureds District, its officials employees and agents, using standard ISO endorsement No. CG 2010 with an edition prior to 1992 or current equivalent. Consultant also agrees to require all consultants, and subcontractors to do likewise.

2. No liability insurance coverage provided to comply with this Agreement shall prohibit Consultant, or Consultant's employees, or agents, from waiving the right of subrogation prior to a loss. Consultant agrees to waive subrogation rights against District regardless of the applicability of any insurance proceeds, and to require all Consultants and subcontractors to do likewise.

3. All insurance coverage and limits provided by Consultant and available or applicable to this agreement are intended to apply to the full extent of the policies. Nothing contained in this Agreement or any other agreement relating to the District or its operations limits the application of such insurance coverage.

4. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to District and approved of in writing.

5. No liability policy shall contain any provision or definition that would serve to eliminate so-called "third party action over" claims, including any exclusion for bodily injury to an employee of the insured or of any Consultant or subcontractor.

6. All coverage types and limits required are subject to approval, modification and additional requirements by the District, as the need arises. Consultant shall not make any reductions in scope of coverage (e.g. elimination of contractual liability or reduction of discovery period) that may affect District's protection without District's prior written consent.

7. Proof of compliance with these insurance requirements, consisting of certificates of insurance evidencing all of the coverages required and an additional insured endorsement to Consultant's general liability policy, shall be delivered to District at or prior to the execution of this Agreement. In the event such proof of any insurance is not delivered as required, or in the event such insurance is canceled at any time and no replacement coverage is provided, District has the right, but not the duty, to obtain any insurance it deems necessary to protect its interests under this or any other agreement and to pay the premium. Any premium so paid by District shall be charged to and promptly paid by Consultant or deducted from sums due Consultant, at District option.

8. Certificate(s) are to reflect that the insurer will provide 30 days notice to District of any cancellation of coverage. Consultant agrees to require its insurer to modify such certificates to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, or that any party will “endeavor” (as opposed to being required) to comply with the requirements of the certificate.

9. It is acknowledged by the parties of this agreement that all insurance coverage required to be provided by Consultant or any subcontractor, is intended to apply first and on a primary, noncontributing basis in relation to any other insurance or self insurance available to District.

10. Consultant agrees to ensure that subcontractors, and any other party involved with the project that is brought onto or involved in the project by Consultant, provide the same minimum insurance coverage required of Consultant. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with subcontractors and others engaged in the project will be submitted to District for review.

11. Consultant agrees not to self-insure or to use any self-insured retentions or deductibles on any portion of the insurance required herein and further agrees that it will not allow any Consultant, subcontractor, Architect, Engineer or other entity or person in any way involved in the performance of work on the project contemplated by this agreement to self-insure its obligations to District. If Consultant’s existing coverage includes a deductible or self-insured retention, the deductible or self-insured retention must be declared to the District. At the time the District shall review options with the Consultant, which may include reduction or elimination of the deductible or self-insured retention, substitution of other coverage, or other solutions.

12. The District reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Consultant, the District will negotiate additional compensation proportional to the increase benefit to District.

13. For purposes of applying insurance coverage only, this Agreement will be deemed to have been executed immediately upon any party hereto taking any steps that can be deemed to be in furtherance of or towards performance of this Agreement.

14. Consultant acknowledges and agrees that any actual or alleged failure on the part of District to inform Consultant of non-compliance with any insurance requirements in no way imposes any additional obligations on District nor does it waive any rights hereunder in this or any other regard.

15. Consultant will renew the required coverage annually as long as District, or its employees or agents face an exposure from operations of any type pursuant to this

agreement. This obligation applies whether or not the agreement is canceled or terminated for any reason. Termination of this obligation is not effective until District executes a written statement to that effect.

16. Consultant shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Proof that such coverage has been ordered shall be submitted prior to expiration. A coverage binder or letter from Consultant's insurance agent to this effect is acceptable. A certificate of insurance and/or additional insured endorsement as required in these specifications applicable to the renewing or new coverage must be provided to District within five days of the expiration of the coverages.

17. The provisions of any workers' compensation or similar act will not limit the obligations of Consultant under this agreement. Consultant expressly agrees not to use any statutory immunity defenses under such laws with respect to District, its employees, officials and agents.

18. Requirements of specific coverage features or limits contained in this section are not intended as limitations on coverage, limits or other requirements nor as a waiver of any coverage normally provided by any given policy. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue, and is not intended by any party or insured to be limiting or all-inclusive.

19. These insurance requirements are intended to be separate and distinct from any other provision in this Agreement and are intended by the parties here to be interpreted as such.

20. The requirements in this Section supersede all other sections and provisions of this Agreement to the extent that any other section or provision conflicts with or impairs the provisions of this Section.

21. Consultant agrees to be responsible for ensuring that no contract used by any party involved in any way with the project reserves the right to charge District or Consultant for the cost of additional insurance coverage required by this agreement. Any such provisions are to be deleted with reference to District. It is not the intent of District to reimburse any third party for the cost of complying with these requirements. There shall be no recourse against District for payment of premiums or other amounts with respect thereto.

22. Consultant agrees to provide immediate notice to District of any claim or loss against Consultant arising out of the work performed under this agreement. District assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve District.

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.B.**

FROM: John F. Weigold, IV, General Manager

Meeting Date: April 15, 2021

Subject: General Manager's Report

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**GENERAL MANAGER:**

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

**Storm Damage**

Staff is still working with County and State agencies for potential claims for District damage from the January 27-28 storm.

**Skatepark**

Staff has finalized the CCSD contract with Spohn Ranch, the skatepark designer, who is proceeding with the initial skatepark design. The designer will be holding a meeting with community stakeholders in the coming weeks, which will be announced and publicized by CCSD on our website.

**COVID-19**

A good percentage of CCSD staff has received the COVID vaccinations, but we are continuing to vaccinate all that are eligible. The staff continues to operate according to County Health Department regulations.

**Regulatory Compliance**

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

**Grants**

Staff is preparing to submit application(s) to Congressman Carbajal as part of Congressional Community Project Funding, a supplement to the traditional federal appropriations process that allows for direct project inclusion in federal appropriation bills. The CCSD hopes to gain funding for many of our water and wastewater plant projects.

**HUMAN RESOURCES:****COVID-19**

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

### IAFF/SEIU MOU Vacation Accrual Correction

The Cambria Community Services District staff has corrected clerical errors in the IAFF and SEIU MOUS regarding vacation accruals. The original language was contradictory and has been reconciled with internal policy documents. There will be no change to employee accrued vacation leave rates. Haley Dodson provided the new side letters to IAFF and SEIU and both unions approved the letters.

### **RISK MANAGEMENT:**

#### Storm Damage

Haley Dodson continues to work with each department regarding damages from the storm on January 27 and January 28.

### **INFORMATION TECHNOLOGY:**

#### Tyler Incode

CIO Solutions is supporting the installation and user support of the Tyler Incode software and associated equipment for the ongoing software implementation.

#### Strategic Objective – District’s Website

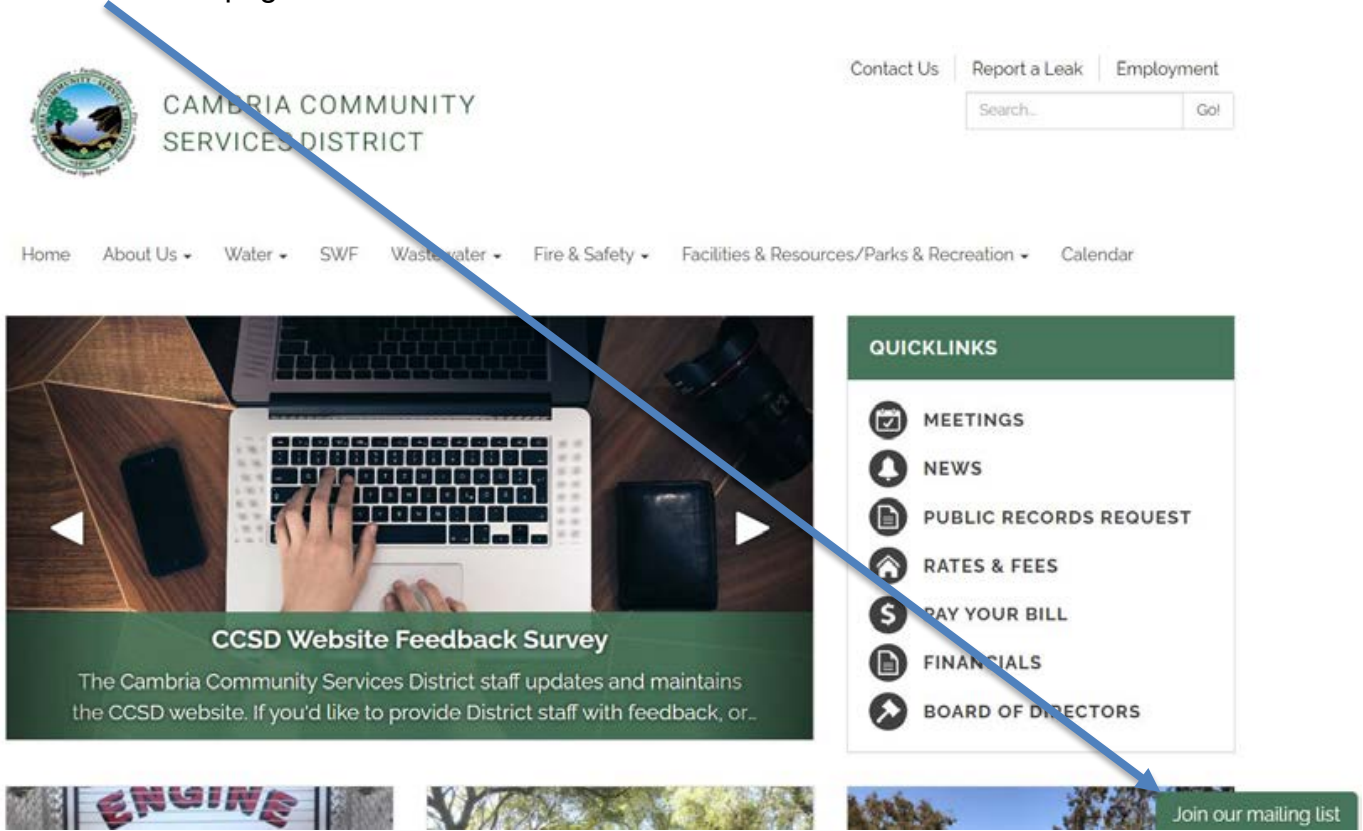
General Manager John Weigold, Director Tom Gray, Gordon Heinrichs and Administrative Analyst – HR & IT, Haley Dodson met many times to assess the District’s website for community accessibility. Throughout the various meetings, the following changes were made to the District’s website:

- Staff created the website feedback survey page.
- Staff added “contact us” to the Water and Wastewater pages.
- Staff created the Fire Department Customer Satisfaction survey pages.
- Staff created an Emergency Notification page.
- Staff created Administration, Facilities & Resources, Fire, Water and Wastewater News and Updates pages.
- Staff created monthly archive pages for current news, emergency notifications and notices.
- Staff updated the homepage theme and quicklinks content.
- Staff worked with Streamline to add Streamline Engage for email communications to the public.



### CCSD Email Communications on CCSD Website

CCSD staff worked with Streamline to add Streamline Engage to the website. Streamline Engage allows staff to notify members of the public regarding agenda postings, current news, etc. Members of the public who signed up for MailChimp agenda postings or utilities updates were imported into Streamline Engage and will continue to receive updates. Members of the public are encouraged to sign up for notifications by using the “join our mailing list” link below. CCSD staff will no longer use MailChimp for notifications. The “join our mailing list” page is located on the homepage. A screenshot of the page is below.



### Streamline Engage Mailing List Options

### Sign up for updates from Cambria Community Services District \*

Enter your email address:

- Board Agendas
- PROS Commission Agendas
- Finance Standing Committee Agendas
- Resources & Infrastructure Standing Committee Agendas
- Policy Standing Committee Agendas
- Water Conservation
- Annual Water Quality Report (CCR)
- Affordable Housing Program
- Fire Department News & Updates
- Water & Wastewater News & Updates
- Facilities & Resources News & Updates
- Administration News & Updates
- Emergency Notifications
- Current News
- Notices
- Press Releases

### CCSD Website Feedback Survey

The CCSD staff created a website feedback survey and added it to the website. The Cambria Community Services District staff updates and maintains the CCSD website. If you'd like to provide District staff with feedback, or have questions or issues related to the website, please complete the Website Feedback Survey. District staff values your feedback and will use it to continually improve our website. The page is located on the homepage carousel and under "contact us". The link is: <https://www.cambriacsd.org/ccsd-website-feedback-survey>. A screenshot of the page is below.

The screenshot shows the Cambria Community Services District website. At the top left is the district logo. To its right is the text "CAMBRIA COMMUNITY SERVICES DISTRICT". Further right are links for "Contact Us", "Report a Leak", and "Employment", along with a search bar. Below this is a horizontal navigation menu with items: Home, About Us, Water, SWF, Wastewater, Fire & Safety, Facilities & Resources/Parks & Recreation, and Calendar. The main content area features a carousel slide titled "CCSD Website Feedback Survey" with the text: "The Cambria Community Services District staff updates and maintains the CCSD website. If you'd like to provide District staff with feedback, or...". To the right of the carousel is a "QUICKLINKS" section with icons and links for: MEETINGS, NEWS, PUBLIC RECORDS REQUEST, RATES & FEES, PAY YOUR BILL, FINANCIALS, and BOARD OF DIRECTORS. At the bottom, there are three small image banners, the last one with the text "Join our mailing list". A blue arrow points from the survey link in the text above to the survey slide in the carousel.

### **FACILITIES & RESOURCES:**

Please refer to the attached report.

**Attachments:**

Facilities and Resources Report

Public Record Requests and Responses

# Facilities and Resources Supervisor Report



- CCSD Staff and a tree contractor removed an uprooted tree that was threatening a house at the end of Madison.
- Fuel reduction on the fire break behind Victoria Way and Warren St. has been started.



- Wood chips and logs from fuel reduction on Fiscalini Ranch is being repurposed. Some chips will be used by FFRP volunteers and spread throughout the trails. Chips were also dropped off at the Dog Park to replenish the Park. Some logs are being used to delineate the trail and as benches.



## Dog Park

CCSD Staff loaded and hauled away 16 yards of Scotch Broom from the Dog Park area. Scotch Broom was cut and piled by a contractor hired by SLO Fire Safe Council last year.



## Tree Planting

- FFRP held a volunteer work day at Facilities and Resources yard to plant pine seeds.
- Several Volunteers will care for the pine seeds until pine trees are grown and ready to be planted on the Ranch this coming winter.





## Fiscalini Ranch Trail Signs

- Trail signs were built and installed by CCSD Staff
- Signs were carved on repurposed wood from a corral on east part of Fiscalini Ranch



- CCSD Staff continues to conduct weekly inspections on open space properties. 2 abandoned encampments were found on Fiscalini Ranch in March. 4 encampments were also discovered on Caltrans property. Caltrans was notified of their location.
- CCSD Staff, the Sherriff's CAT team and a contractor cleaned up an encampment on the pocket park on Center St.



- Davey Tree has identified several trees on CCSD owned lots that pose a threat to the power lines. CCSD Staff is coordinating the work and clean up with Davey Tree. Trees are on Fern Dr. and Spencer St.



- CCSD Staff continues to coordinate the refinishing and replanting of the containers on Main St with Beautify Cambria. As of the end of March all of the containers on East Village have been refinshed and replanted.



CCSD Staff mowed and cleaned up the pocket park on Center St.



### Public Record Requests and Responses

The District responded to two (2) Public Record Request since March 10, 2021 by the following citizens:

**03/10/21 Sophia Vallozzi** - I am requesting a copy of the 2020-2021 commercial trash and recycle rate sheets. Thank You

On 03/15/21, the CCSD responded to Sophie Vallozzi's 03/10/21 Public Records Request with the following:

Enclosed please find the Resolution 37-2019 Authorizing Mission Country Disposal Solid Waste and Recycling Collection and Disposal Service Rate Increase. It is also found on our website link: The website link is: <https://www.cambriacsd.org/files/4e529363c/Resolution+37-2019+Authorizing+Mission+Country+Disposal+Solid+Waste+%26+Recycling+Collection+%26+Disposal+Service+Rate+Increase.pdf>

**03/19/21 David Pierson** - A copy of the lease between the CCSD and the American Legion Post 432 for use of the Vet's Hall.

On 03/22/21, the CCSD responded to David Pierson's 03/19/21 Public Records Request with the following:

Enclosed please find the Resolution 2007 0322 Amendment 1 to Vets Hall AGMT, 2003 Vets Hall Agmt and Articles of Incorporation, 1992 Vets Hall Agmt, and Fully Executed Amendment No.2 to Revive and Amend Agreement for Use of Vets Building Facilities. You can also go to the Board meeting archives page on the website to access the agenda for the 2017 meeting here: <https://www.cambriacsd.org/2017-board-meeting-information>

## BOARD OF DIRECTORS' MEETING – APRIL 15, 2021

### FINANCE MANAGER'S REPORT

#### **EXPENDITURE REPORT FOR THE MONTH OF MARCH 2021**

The Expenditure Report for the month of March 2021 is being submitted to the CCSD Board of Directors in today's meeting (see Agenda Item 5.A.). The report includes a detailed listing and monthly sub-total for each Accounts Payable Vendor, and a summary of each department's monthly expenditures.

#### **CCSD DIRECTOR MEETINGS & COMPENSATION FOR THE MONTH OF MARCH 2021**

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

Director Name	Meeting Month	Number of	Amt Per	Total
Farmer, Harry	Feb-21	5	\$ 100.00	\$ 500.00
Howell, Donn		0	\$ 100.00	\$ -
Steidel, Cynthia	Jan-21	6	\$ 100.00	\$ 600.00
Dean, Karen	Feb-21	6	\$ 100.00	\$ 600.00
Gray, Tom	Feb-21	3	\$ 100.00	\$ 300.00
Total		20		\$2,000.00

#### **AVAILABLE CASH BALANCES AS OF MARCH 2021**

The total available cash is listed as follows:

Account Type	Balance
Main Checking	\$ 1,313,303.33
Money Market	\$ 2,037,654.14
Local Agency Investment Fund (LAIF)	\$ 3,860,513.71
Total	\$ 7,211,471.18

Available cash is defined as the balance in the Main Checking Account, less outstanding checks, plus Money Market Account, plus Local Agency Investment Fund (LAIF). The total available cash as of March 31, 2021 was \$7,211,471.18.

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

Account Type (Restricted)	Balance
Payroll	\$ 305,952.79
Veterans Hall	\$ 6,290.05
Health Reimbursement Account (HRA)	\$ 67,618.83
Total	\$ 379,861.67

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

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

In late January 2021, CCSD facilities and equipment were damaged by the significant rain and windstorm activity. The total costs are still under evaluation, as damages are still being assessed. The initial estimate is projected to be \$400,000 or greater. Staff is continuing to work with County of San Luis Obispo Office of Emergency Services to determine if State or Federal disaster relief will be granted.

### **NEW FINANCIAL SYSTEM UPGRADE - STATUS**

Staff and the Tyler Ad-hoc Committee have continued routine conference calls with Tyler Technologies, in developing the next steps required for implementation. During March, the data conversion verification for the financial modules was completed, Utility Billing data conversion verification began, and power user training of Finance staff continued. The Financial modules of the Tyler Incode 10 System will "Go Live" beginning April 5, 2021. This process is expected take 3-4 weeks and will occur during the month of April.

### **ANNUAL AUDIT – STATUS**

Staff is working with the Auditor, to begin the FY 2019/2020 financial audit. The fieldwork is scheduled to begin in early May 2021.



# Utilities Report for April 2021

Department Activities for the Month of March

## Wastewater Treatment Plant (WWTP)

PG&E has issued a Request for Proposals (RFP) on behalf of the CCSD for construction bids and financing offers for the Sustainable Solutions Turnkey (SST) program. Results from these RFPs will help the CCSD understand the number of projects, or Energy Conservation Measures (ECM), that can be accomplished through the SST.



*Figure A Freshly painted building at the WWTP.*

One of the plant water pumps has failed, one of two that provides secondary (recycled), water for all WWTP needs. This has not impacted operations, as we would utilize potable water should the second pump fail. This pump repair cost is roughly \$5000 and is part of a system that is planned for replacement under the SST program. Staff will delay repair of this pump pending results of the SST bids and ECMs chosen for implementation.

Painting at the plant has been completed this month. The buildings are now a bright and cheery blue.

## Collection System

Ben Bivens, Jim Fredle, and Toni Artho have all successfully passed their commercial driving test as of March 2021. The entire Wastewater Department is now licensed to drive the vector truck.



Figure B All operators are now fully licensed to drive the vector truck. Congrats to everyone on a job well done!

Jetting of system lines continues this month. The bulk of Marine Terrace has been jetted, so staff will be working across the Fiscalini Ranch line next. The western stretch of Main Street has also been recently jetted and will be inspected with the sewer camera this spring.

Electrical repairs at Lift Stations B-3 and B-4 were finalized in March. Both stations had failures during the January storm.

#### Tech Talk Topic – Fats, Oils, and Grease (FOG)

Now that our collection system maintenance is fully operational, we would like to remind our community to keep the FOG out! By FOG, we mean Fats, Oils, and Grease. These are some of the most common causes of sewer system blockage across the nation and it's true for our community as well. FOGs can come from our food service establishments, but "harmless"



Figure C Examples of FOG buildup in the collection system

amounts of oil washed down the sink from our residential customers can amount to an accumulation of problems to our aging sewer collection system. Even though our Code<sup>1</sup> prohibits FOG discharge in our sewer system in excess of 100 mg/L (about 1/16 of a teaspoon per liter of water), we believe these simple reminders will help tremendously.

To help prevent sewer blockages, please properly dispose of fats, oils, and grease by following these simple practices:

- Do not pour cooking oil, greasy food, dairy products, or salad dressing down the drain.
- Use strainers in the sink drains to catch food scraps and other solids.
- Do not use hot water and soap to try to wash grease down the drain. It will eventually cool and harden in the sewer lines.
- Pour cooled grease into a disposable container, cover with a tight-fitting lid and place in your freezer. Once contents are frozen, toss in the garbage.
- Mix cooking oils with absorbent material such as coffee grounds or cat litter. Place in tight lidded container and dispose in garbage.
- Wipe or scrape food particles from pots, pans and dishes into the trash can prior to placing them in the dishwasher or sink. (This also saves water by skipping the rinse!)
- Wipe excess fats and grease from pans with a dry paper towel and toss it in the garbage.

These tips will prevent grease blockage that could lead to sewage spills which could harm property and the environment.

For those in the food service establishments, please follow these same guidelines and continue to maintain your grease traps. Thank you ahead of time for your cooperation.

## Water Department

A dead-end line at the intersection of Warwick and Canterbury has continued to be an unwelcome source of water loss for the Water Department. In January, a failure of the end-cap resulted in about 10,000 gallons of water loss and emergency service shut-off to many homes on Warwick. In March, a failure on the blow-off line resulted in an additional 15,000 gallons of water loss and another service shut-down to the street. Water Department staff replaced the PVC connection that had failed with a brass compression fitting to increase the structural integrity at that connection. Permanent roadway repair was contracted out, and Water staff performed clean-up to the street and impacted properties on Canterbury Lane.

Another service interruption occurred on Buckley during the month. This was the result of a broken angle stop water valve before a residential meter on a PVC line.

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<sup>1</sup> CCSD Municipal Code 5.04.170.B

Fire hydrant maintenance and valve exercising was a large focus for staff in March. Staff raised several hydrant valve cans that were covered by roadway resurfacing over the years. A hydrant on Newton Drive was fully replaced after testing revealed unsatisfactory flow rates.

The storm culvert at the San Simeon Well Field was cleaned out this month after visual inspection revealed a build-up of debris. During January's storm event, temporary flooding near the San Simeon Well 3 site prevented vehicle access to the area. Staff believes this debris clog was the source of the flooding.

As of March 31, the CCSD has diverted 12% and 13% of the annual San Simeon Creek and Santa Rosa Creek allocations, respectively, with 77% of total production coming from the San Simeon Creek aquifer. San Simeon Creek well levels are trending below average for this time of year (see attached charts). Additional well level data and production summary reports are available on the website at [www.cambriacsd.org/water-data](http://www.cambriacsd.org/water-data).

Water Department Activities and Tasks for March 2021:

<b>Activity</b>	<b># Completed</b>
Manual Meter Reads/Locates for Billing Purposes	500
Customer assists for high water usage on customer side of meter	36
Locking/Unlocking Water Meters	0
Meter Shut-Off/Turn-On at Owner's Request	6
Repairs of distribution system leaks	4
After-Hours System Alarm Responses	2
USA Locations	34
Water Service Line Information Requests	0
Service angle stop/ Valves Replaced	5
Hydrants Tested*	3

\*Additional information regarding the Department's hydrant maintenance program can be found at [www.cambriacsd.org/water](http://www.cambriacsd.org/water).

### Sustainable Water Facility

The failed chemical dosing pump was successfully replaced in March. This means Clean-in-Place activities can continue this spring. The next system audit with H2O Innovations is scheduled to occur in April.

Staff has also scheduled an audit of the UV/advanced oxidation system.

## Conservation & Permits

Staff received the long-awaited Notice to Proceed from the US Bureau of Reclamation (USBR) for the Flume Smart Water Rebate project. A contract with Flume is being circulated for signature and rebates should be available in April. Thanks to a membership benefit with the California Water Use Efficiency Partnership, Flume has provided additional discounts to the CCSD which will enable 121 rebates to be issued instead of the planned 100. Due to the requirements of the WaterSMART grant obtained through the USBR, this round of grants will cost CCSD customers \$75 upfront to purchase the system which retails for \$199. An additional \$25 rebate provided after the customer installs the Flume Smart Water System at their CCSD property will result in a total out-of-pocket cost of \$50 (plus taxes and shipping) to CCSD customers. The Flume Smart Water System retails for \$199 (plus tax and shipping). This split rebate system ensures that all rebate customers install the system and realize the water saving potential of real-time monitoring and budgeting.

Permit counter activity for the month of March includes the following:

### Assignments (8 To Date In 2021)

APN 022.182.054	Huber to Schwalbach/Leal	Waitlist No. 308
APN 024.091.027	Fedele to Phillips	Waitlist No. 378
APN 023.119.011	Halstead to Drahos/Estes	Waitlist No. 570
APN 024.123.004	Valle to Henderson	Waitlist No. 311
APN 023.088.043	Fox to Williams	Waitlist No. 515

### Transfers (2 To Date In 2021)

#### Voluntary Lot Mergers (1 To Date In 2021)

### Will Serves For Remodels, Active Service Transfers, & Grandfathers (8 To Date In 2021)

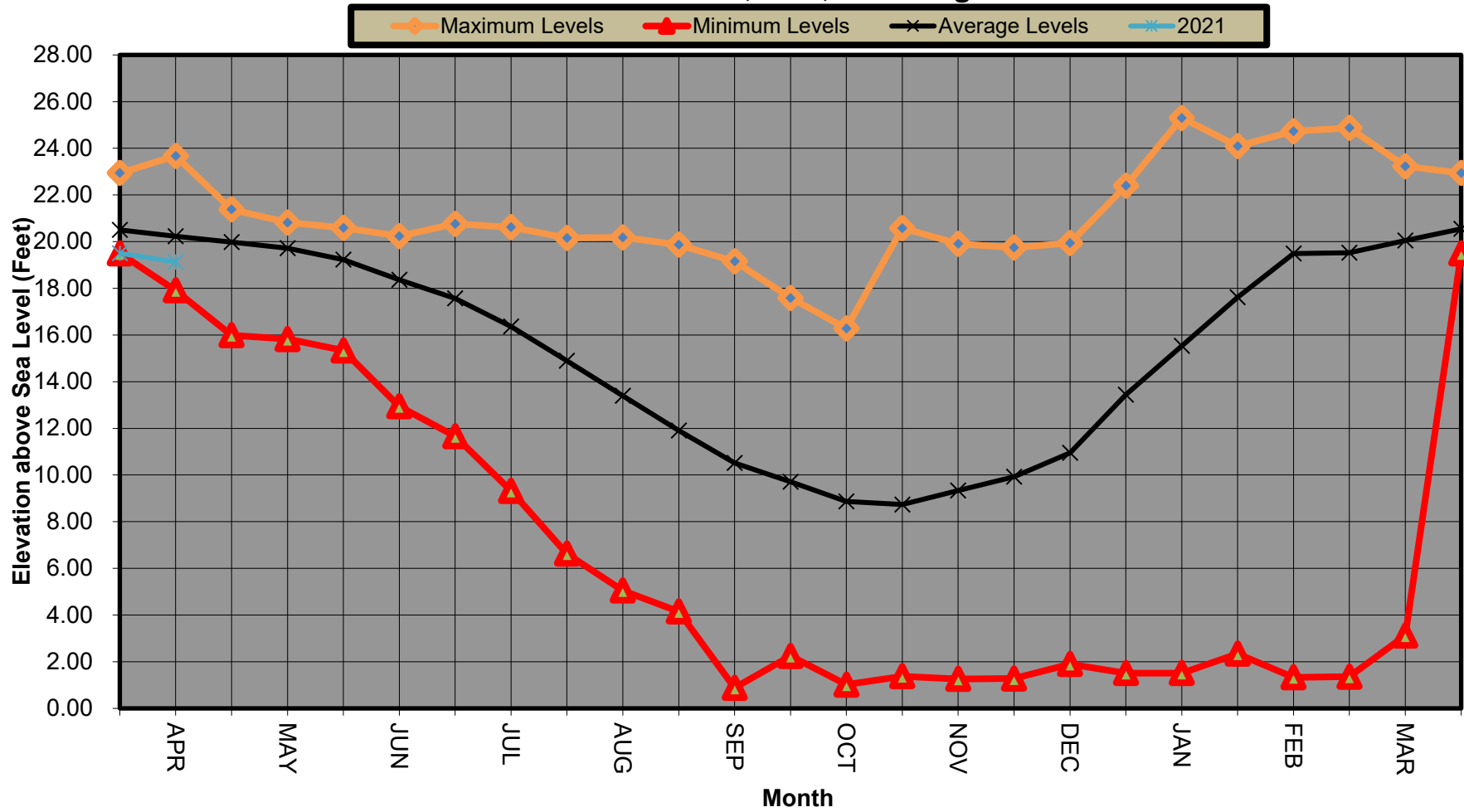
APN 013.331.049	Kapfer/Berry	6359 Charing	Deck repair/replacement
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### Retrofit Verifications (16 To Date In 2021)

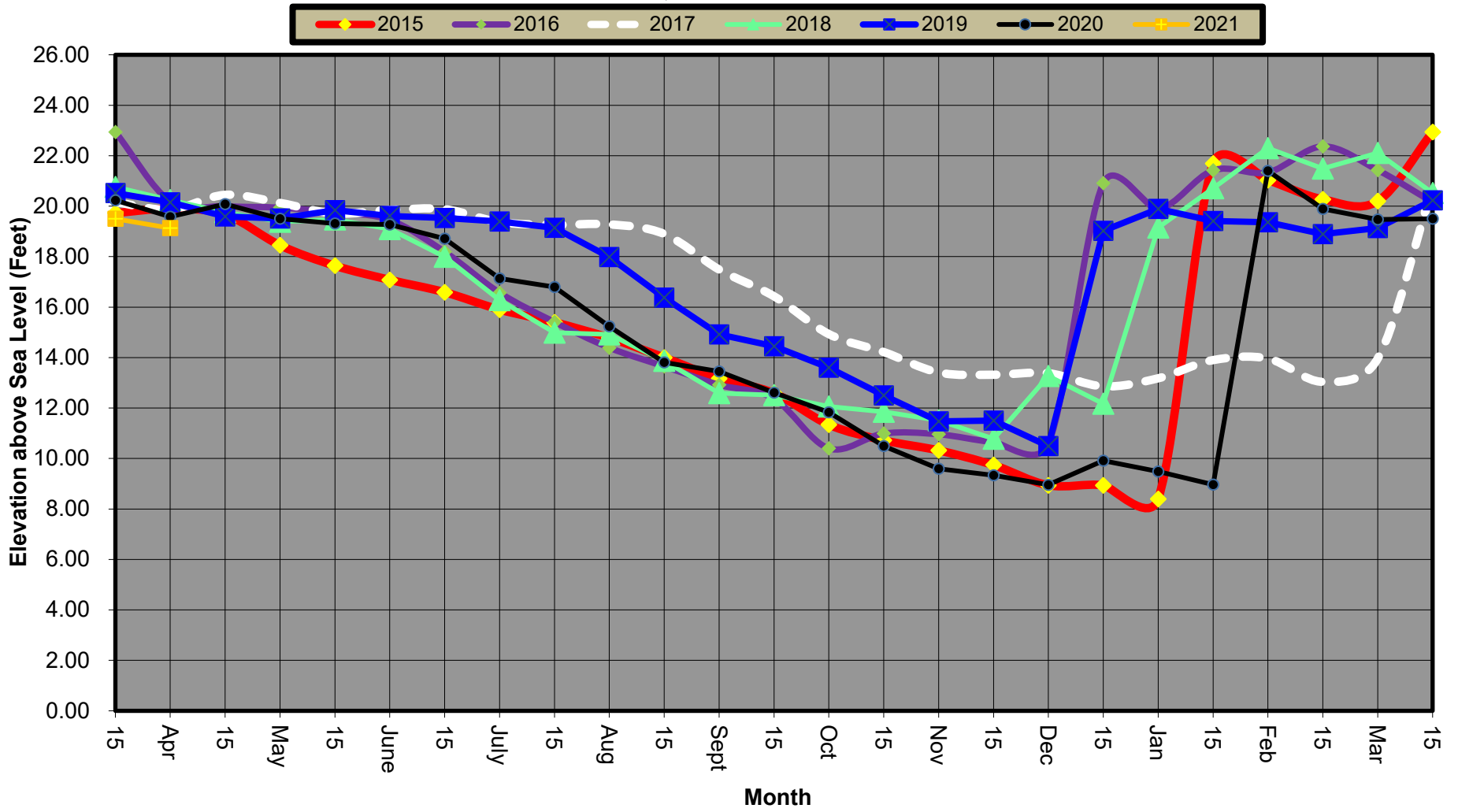
1951 Dorking	1710 Stuart	387 Kerwin
815 Suffolk	1530 Emerson	1418 Ellis
2155 Cowper	2351 Adams	1820 Dovedale

### Water Line/Meter Replacement (0 to date in 2021)

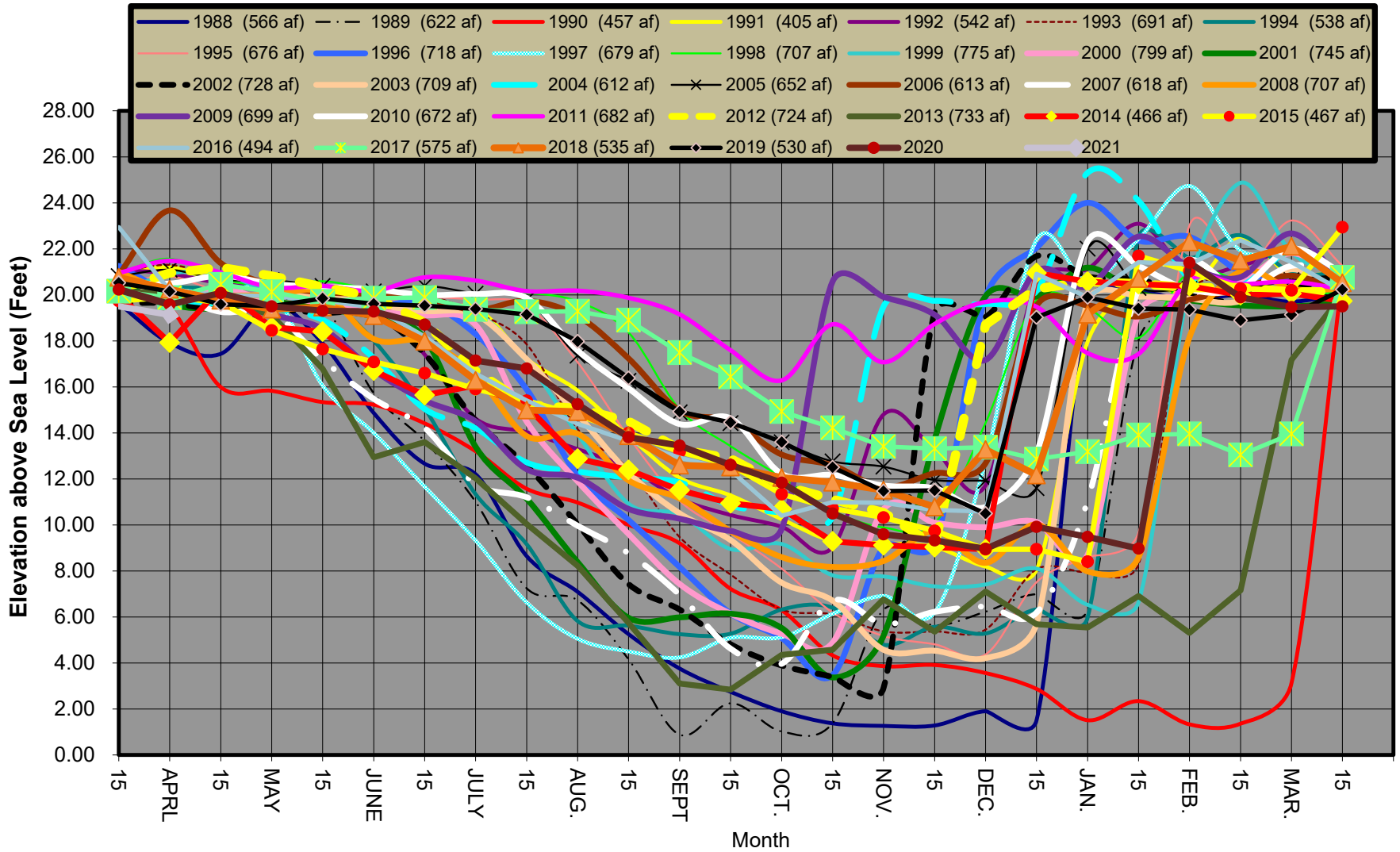
### San Simeon Creek Well Levels Mid-March 2021 levels to date and 1988 to Current Min, Max, & Average



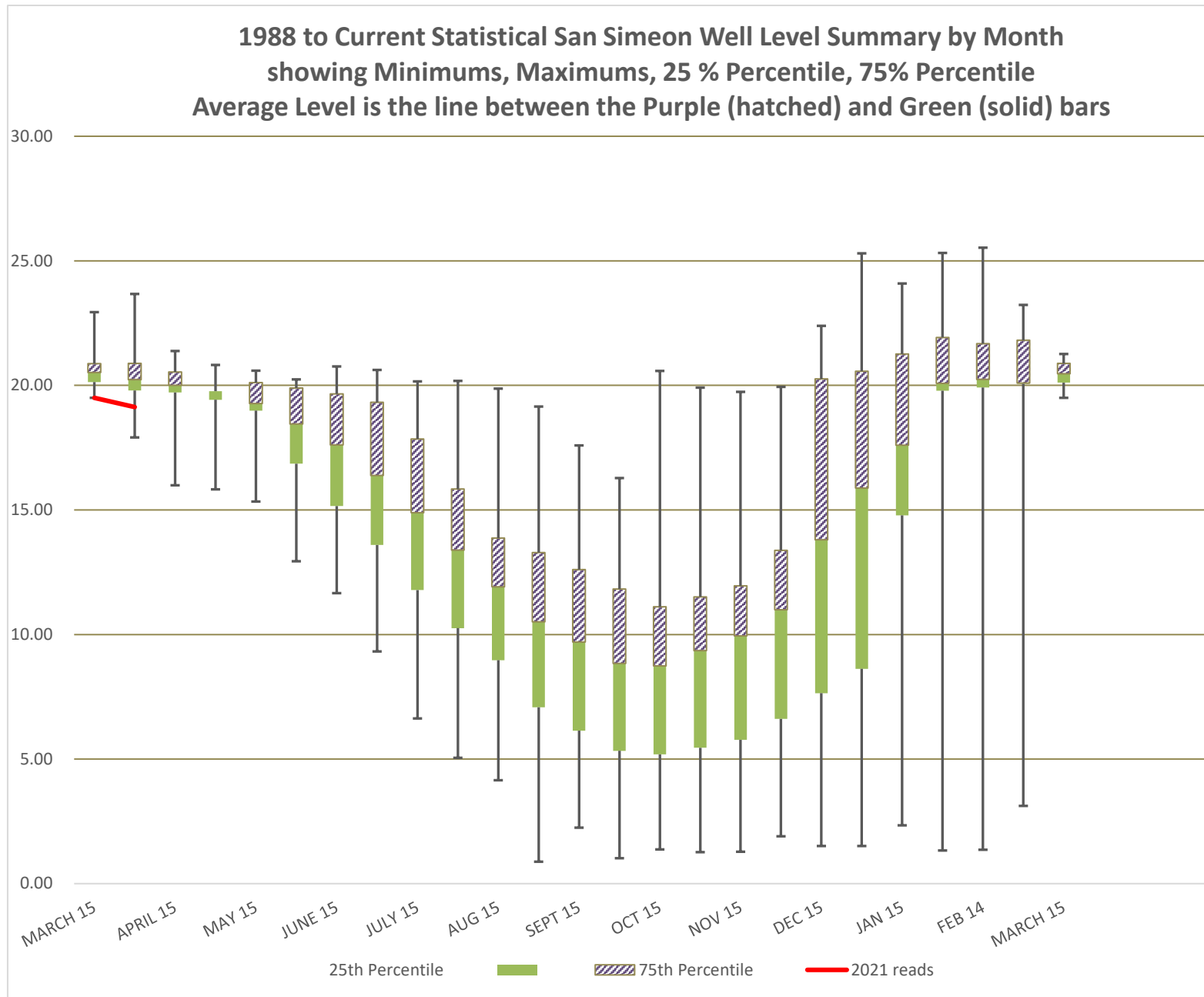
### San Simeon Creek Well Levels Last 7 years March, 2014 - Current



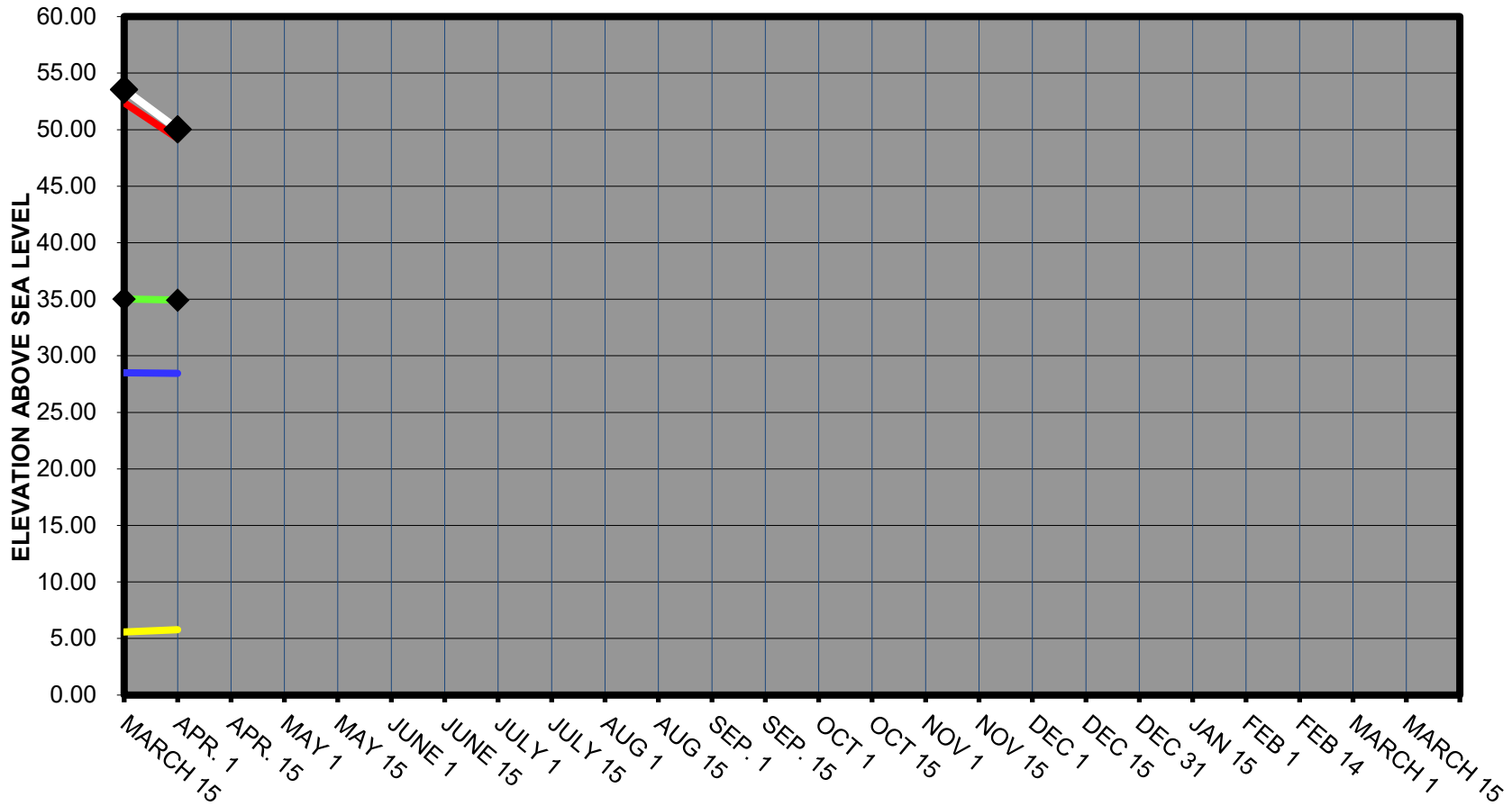
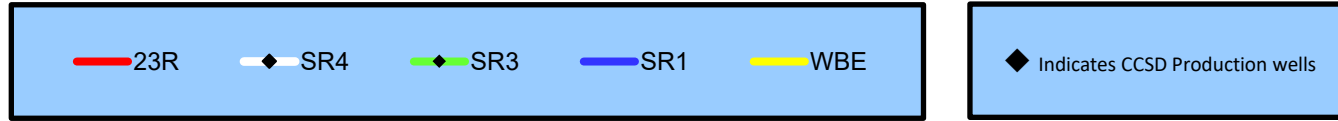
### San Simeon Creek Well Levels 1988 - Current







## SANTA ROSA CREEK WELL LEVELS March 15th, 2021 - Current



4/1/2021

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

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	34.19	83.42	49.23	
SR4	31.95	82.00	50.05	
SR3	19.37	54.30	34.93	
SR1	17.95	46.40	28.45	
21R3	7.45	12.88	5.43	Meter read 44435 CF
WBE	11.09	16.87	5.78	
WBW	11.60	17.02	5.42	
AVERAGE LEVEL OF CCSD SANTA ROSA WELLS SR1 & SR3 =				31.69 FEET
<b>CCSD SANTA ROSA WELL SR4 =</b>				<b>50.05 FEET</b>

<b>SAN SIMEON CREEK WELLS</b>				
Well Code	Distance Ref. Point to Water Level	Reference Point Distance Above Sea Level	Depth of Water to Sea Level	Remarks
16D1	7.45	11.36	3.91	
MW4	11.83	15.95	4.12	
MW1	13.46	42.11	28.65	
MW2	13.23	38.10	24.87	
MW3	17.75	49.56	31.81	
9M1	21.28	65.63	44.35	
9P2	10.62	19.11	8.49	
9P7	10.51	20.69	10.18	
9L1	15.69	27.33	11.64	
RIW	11.70	25.41	13.71	
SS4	14.37	25.92	11.55	<b>SS4 to 9P2 Gradient = + 3.06</b>
MIW	12.25	29.89	17.64	
SS3	14.98	33.73	18.75	
SS2	13.82	33.16	19.34	
SS1	13.06	32.37	19.31	
11B1	19.69	105.43	85.74	
11C1	14.66	98.20	83.54	
PFNW	13.44	93.22	79.78	
10A1	26.28	78.18	51.90	
10G2	19.89	62.95	43.06	
10G1	18.37	59.55	41.18	
10F2	26.48	66.92	40.44	
10M2	23.16	55.21	32.05	
9J3	16.00	43.45	27.45	
lagoon	19.77			mitigation erosion none
AVERAGE LEVEL OF CCSD SAN SIMEON WELLS SS1,SS2 & SS3 =				19.13 FEET

revised 6/6/16

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

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





**2021**  
**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**GROSS WATER DIVERSION, BY SOURCE**  
**REPORTED IN ACRE-FEET**

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

**2021**  
**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**GROSS WATER DIVERSION, BY SOURCE**  
**REPORTED IN ACRE-FEET**

YEAR	SOURCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL TOTAL	YEAR
<b>1993</b>	S.S.	50.10	45.70	52.60	56.30	68.30	68.80	68.10	69.80	59.80	56.10	51.40	43.50	690.50	<b>1993</b>
	S.R.	0.50	0.30	0.00	0.00	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.90	
	<b>SS &amp; SR TOTAL</b>	<b>50.60</b>	<b>46.00</b>	<b>52.60</b>	<b>56.30</b>	<b>68.40</b>	<b>68.80</b>	<b>68.10</b>	<b>69.80</b>	<b>59.80</b>	<b>56.10</b>	<b>51.40</b>	<b>43.50</b>	<b>691.40</b>	
<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>	

Finance Committee Report for CCSD Board Agenda, 4-15-21:

The Finance Committee of the CCSD Board of Directors held a special meeting via Zoom on Tuesday, March 16, 2021 at 10 a.m.

Committee members present were: Tom Gray (chair), Ted Siegler (vice-chair), Marvin Corne and Cheryl McDowell. DeWayne Lee and Mary Maher were absent.

Staff present were: John Weigold, General Manager, Pamela Duffield, Finance Manager, and Ossana Terterian, Board Secretary.

Also present was Alexander Hom, of Moss, Levy & Harzheim.

Committee Member Corne presented a report from the ad hoc subcommittee on strategic plan objectives. The subcommittee had met with Finance Manager Duffield to review a preliminary list of unfunded activities. Most immediate was \$433K for storm damage recovery. The preliminary list added up to approximately \$12 million of one-time and ongoing projects/activities. Next step will be to prioritize.

In Regular Business, the Committee received the Fiscal Year 2018-19 Audit and heard a presentation on the Audit from Alexander Hom.

Mr. Hom noted that the District received an unqualified opinion, and that the financial statements reflected a major prior period adjustment to comply with a change in accounting standard with respect to Post-Employment Benefit and Pension liabilities.

Other findings included untimely bank reconciliations and minor issues with respect to Vet's Hall billing, credit card receipts and employee pay. None of these issues exceeded \$100.00.

Discussion included steps taken by Ms. Duffield to avoid these issues in the future.

Also in regular business, Ms. Duffield gave an update on the Tyler Incode implementation schedule, with expected completion dates as follows:

- A/P and Purchasing, week of 4/5
- Payroll. week of 4/12
- Electronic timesheet and time-off request training, week of 4/19
- Utilities billing, 5/10
- Work orders, project accounting, fixed assets, budgets, 7/1

--Submitted by Tom Gray



Report from the Cambria Forest Committee meeting Wednesday, March 10th

There was a follow up discussion on a topic from February's meeting about the removal of trees, especially Monterey Pines, where construction of some type, or just tree removal itself, was occurring, and trees did not seem to be replaced. The question had been raised if there was still a county ordinance around this matter. Schani Siong, Senior Planner at SLO County Planning, confirmed that a County Ordinance was still in place regarding removal and replacement of trees, including Monterey Pines as well as Coastal Oaks.

There was a discussion regarding the Lodge Hill Restoration Program. It was determined that the cost of maintaining conservation easements/community properties owned by the CCSD is a bit vague and needs some clarity.

Regarding Forest Management. Someone from the public made the observation that some recent tree pruning (limbing up) done at the Grammar School appeared excessive, and there was a question as to who did the work?

It appears there is an effort being made through the Cal Vegetation Treatment Program (VTP) to implement control burns throughout the state by Cal Fire to help prevent similar extreme fire conditions and the increased number of fires that occurred in 2020. A member of the California Native Plant Society was in attendance at the Forest Committee meeting, and he remarked that a problem with controlled burns is that not enough heat is created to encourage seeds to germinate, which does not allow for the forest to regrow itself. Also, members of the CNPS had observed that work done in recent years on the Fiscalini Ranch by folks hired by Cal Fire was excessive, as was clearing work done east of Highway One, along Burton Drive going toward Eton, and elsewhere. The need for the work being done was not necessarily questioned, but the manner in which it was done.

The next Cambria Forest Committee meeting is on Wednesday, April 14th, at 6:30 PM via Zoom.

There is nothing to report from the Friends of the Fiscalini Ranch Preserve Meeting of Thursday, March 11th, 2021.

The next FFRP meeting is Thursday, April 15th, at 6PM on Zoom.

On Thursday, April 1st, the first Ad Hoc Committee on Forest Management Alternatives, led by CCSD Board Directors Harry Farmer and Tom Gray, took place. In attendance were invitees Crosby and Laura Swartz, President and Treasurer of the Cambria Forest Committee; Kitty Connolly, Executive Director of the Friends of the Fiscalini Ranch Preserve; Carlos Mendoza, Supervisor of the CCSD Facilities and Resources Department who helps implement and oversee the caring the Ranch; John Seed, new President of Greenspace the Cambria Land Trust; Mary Webb, former President of Greenspace; Bob Fountain, Board member of both Greenspace and the Cambria Forest Committee, and Christine Heinrichs, Board member and Secretary of the CFC and Board member of Greenspace. Unable to attend was Keith Seydel, new caretaker of Rancho Moreno, as well as County Supervisor Bruce Gibson or his assistant Blake Fixler.

The meeting began with a report from Ranch Supervisor Carlos Mendoza regarding the Fiscalini Ranch. He stated that overall the ranch is in pretty good shape, though diseased trees likely due to ongoing drought conditions, and mainly affected by pitch canker and dwarf mistletoe, are a big concern, as are invasive plants. He reported that the CCSD budget for ranch maintenance is \$50-60,000 per year, mainly for fire breaks and trail maintenance, and that Cal Fire has provided consulting in this area to help obtain some grant funding through the Fire Safe Council and Cal Fire. The District also budgets about \$22-25,000 for CCSD lots, mainly for weed abatement. He states currently there is no local funding source to maintain land conservancy lots.

Crosby Swartz stated it's important to note that trees that are dying are affecting the health of the trees next to them, as are invasive plants.

Kitty Connolly observed that a healthy forest is the best way to create a fire resistant and resilient forest, and that volunteers with FFRP had been addressing this by removing invasive plants, planting more trees, as well as trail maintenance. She also congratulated Greenspace for expanding the forested area northward adjacent to San Simeon State Park by the recent plantings of over 1,000 Monterey Pine trees. Kitty also remarked that obtaining funding to address and improve forest health was a big challenge.

There was some discussion regarding the Cambria Forest Management Plan initiated in September 1998. It was observed that perhaps the CFMP is in some ways outdated and requires an update, especially considering how much human impact upon the environment has occurred in the past two decades. There was also a recommendation that in addition to relying on a Forest Management Plan, that specific project plans be implemented instead. Director Tom Gray suggested that the latest findings of science be utilized regarding any project area that is addressed.

Mary Webb suggested that in addition to the local groups present at this meeting, that the organizations also initially involved in the original CFMP, such as State Parks, State Fish and Wildlife, Cal Fire and the Cambria Fire Department, PG&E, and of course the Cambria CSD, be informed as to the need to do an update. Various attendees cited the importance that the Cambria Forest Management Plan essentially continue to be a guideline for improving and maintaining forest health, including the hiring of a Forest Manager/Ecologist to hopefully oversee all of the forested areas in our community. They also recommended that a cooperative interaction and agreement among all the groups and agencies involved be a goal, and that the broadest perspective as possible be the result, and not just mostly the outlook of a particular one or two Board's, committees or agencies.

Director Gray noted that budget priorities and constraints must be acknowledged, as to who can pay for what, and how much various projects would cost.

Crosby Swartz observed that obtaining the highest levels of expertise as well as funding to do the work should both be priorities, and that Forest Management is a long term project.

Kitty Connolly also acknowledged the need for unity of approach, including seeking grants for ecosystem wide management, and applying for projects created by the current environmental conditions and priorities.

Christine Heinrichs suggested we consider the formation of a Forest Management District, including forming a grant funding group, especially regarding the hiring and retaining the services of a Forest Manager/Ecologist.

Director Gray stated that we would need a voluntary buy in from various interest groups, with stakeholders, in addition to the groups and agencies named above, including the Fire Safe Council and San Luis Obispo County Land Conservancy.

Finally, Laura Swartz suggested that our Ad Hoc Committee set a good example by also including community involvement in achieving consensus.

No specific date was determined for our next meeting. Perhaps we might address our committee's Mission Statement, Goals and Objectives at that time.

Harry Farmer