

**AMENDED 6/15/2020**

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 Deputy District Clerk at [boardcomment@cambriacsd.org](mailto:boardcomment@cambriacsd.org).



## CAMBRIA COMMUNITY SERVICES DISTRICT

**Thursday, June 18, 2020 - 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/98685175387?pwd=Z0RMWVNvZHJkRUg5OWNFUFhFbGdCdz09>

**Password: 563576**

**Or iPhone one-tap:**

US: +16699006833,,98685175387# or +13462487799,,98685175387#

**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: 986 8517 5387**

International numbers available: <https://zoom.us/j/98685175387>

#### 1. OPENING

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

#### 2. PUBLIC SAFETY

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

#### 3. PUBLIC COMMENT

Members of the public may now address the Board on any item of interest within the jurisdiction of the

Board but not on its agenda today. Future agenda items can be suggested at this time. In compliance with the Brown Act, the Board cannot discuss or act on items not on the agenda. Each speaker has up to three minutes.

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

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

#### **5. MANAGER REPORTS**

- A. General Manager Report
- B. Finance Manager Report
- C. Utilities Report

#### **6. 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 MAY 2020 EXPENDITURE REPORT
- B. CONSIDERATION TO ADOPT THE MAY 14, 2020 AND MAY 21, 2020 REGULAR MEETING MINUTES
- C. CONSIDERATION TO APPROVE A CONSULTANT SERVICES AGREEMENT WITH CIO SOLUTIONS AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE THE AGREEMENT
- D. CONSIDERATION OF RESOLUTION 28-2020 REQUESTING CONSOLIDATION OF THE CCSD 2020 BIENNIAL ELECTION WITH THE NOVEMBER 3, 2020 CONSOLIDATED GENERAL ELECTION

#### **7. HEARINGS AND APPEALS**

- A. PUBLIC HEARING TO DISCUSS AND CONSIDER ADOPTION OF RESOLUTION 29-2020 APPROVING THE CCSD PRELIMINARY BUDGET FOR FISCAL YEAR 2020-2021 AND ADOPTION OF RESOLUTION 30-2020 ESTABLISHING THE FISCAL YEAR 2020-2021 APPROPRIATIONS LIMIT

#### **8. REGULAR BUSINESS**

- A. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 31-2020 DECLARING A CONTINUED LOCAL EMERGENCY IN THE CAMBRIA COMMUNITY SERVICES DISTRICT DUE TO THE CORONAVIRUS PANDEMIC
- B. REVIEW, DISCUSS AND APPROVE GRANT REQUESTS FOR ELECTRIC VEHICLE CHARGING STATIONS
- C. DISCUSSION AND CONSIDERATION OF DESIGNATION OF PUBLIC FORUM ON DISTRICT PROPERTY Added  
Late
- D. DISCUSSION AND CONSIDERATION OF ESTABLISHING AN AD HOC COMMITTEE TO RECOMMEND BYLAW AMENDMENTS REGARDING BOARD MEMBER PARTICIPATION AT STANDING COMMITTEE MEETINGS Added  
Late

#### **9. 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.

**10. ADJOURN TO CLOSED SESSION**

- A.** Public Comment
- B.** PUBLIC EMPLOYMENT PERFORMANCE EVALUATION, pursuant to Government Code Section 54957(b)(1)  
Title: General Manager
- C.** CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Pursuant to Government Code Section 54956.9(d)(1)  
Number of Cases: One (1)  
Name of Cases: Madrid v. CCSD



## Cambria CSD Fire Department

### June 18<sup>th</sup>, 2020 CCSD Board Meeting

#### May 2020

##### Prevention and Education

- 0 Rough-in sprinkler inspections
- 5 Fire final inspections
- 0 Fire plan reviews
  - No reviews in May
- 0 Engine company commercial fire and life safety inspections were conducted
- 0 Public education events
- 0 Fire Engine and Station tours

##### Hydrants Maintenance & Testing

Date	Water Used	Hydrants Completed	Hours
2017	5,418	98	98
2018	0	136	103
2019	0	23	21.5
<b>2020</b>	<b>0</b>	<b>5</b>	<b>6</b>
	<b>5,418</b>	<b>262</b>	<b>228.5</b>

##### Meetings and Affiliations

- Daily operational briefings May, 0900 Cambria
- Daily liaison briefings May, 1100 Cambria
- County Fire Chief's briefings May, 1500 Cambria
- CCSD Managers mtg May 5<sup>th</sup>, 0830 Cambria
- CCSD Managers mtg May 12<sup>th</sup>, 0830 Cambria
- CCSD Board mtg May 14<sup>th</sup>, 1400 Cambria
- CCSD Managers mtg May 19<sup>th</sup>, 0830 Cambria
- CCSD Board mtg May 21<sup>st</sup>, 1400 Cambria
- Budget prep mtg May 22<sup>nd</sup>, 0930 Cambria
- CCSD Managers mtg May 26<sup>th</sup>, 0830 Cambria
- Budget prep mtg May 28<sup>th</sup>, 0900 Cambria

##### Operations and News

- SLO County EOC opened and running for Covid-19 Disaster Declaration
- Daily 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 topic
  - Wildland refresher
  - CPAT
  - Maser Streams

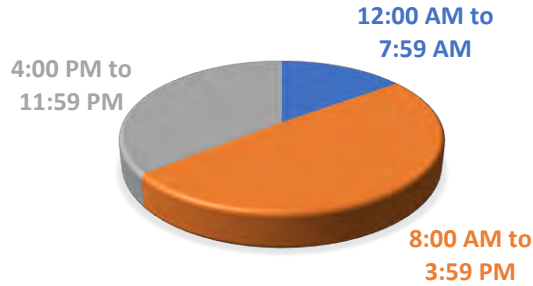
##### Grant Updates

- HMGP DR-4382 – Defensible space – Village Lane, received and on waiting list
- HMGP DR-4407 – HMGP handbook, received and on waiting list

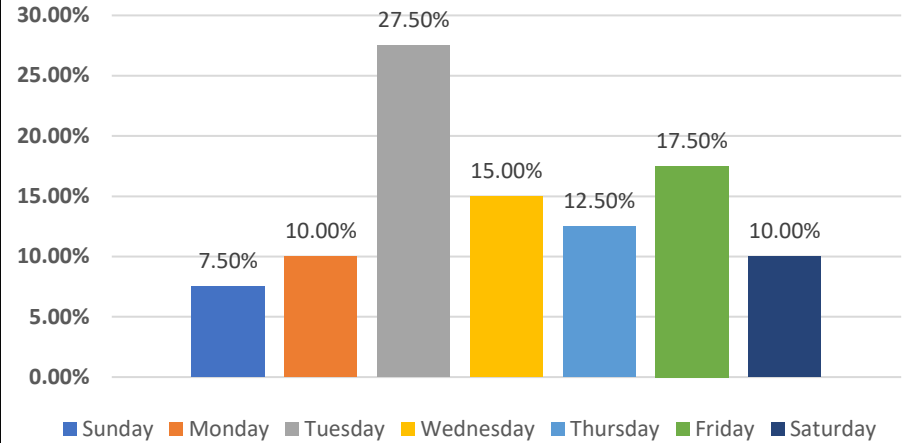
Fire Statistics are attached for your review



### INCIDENTS BY TIME OF DAY



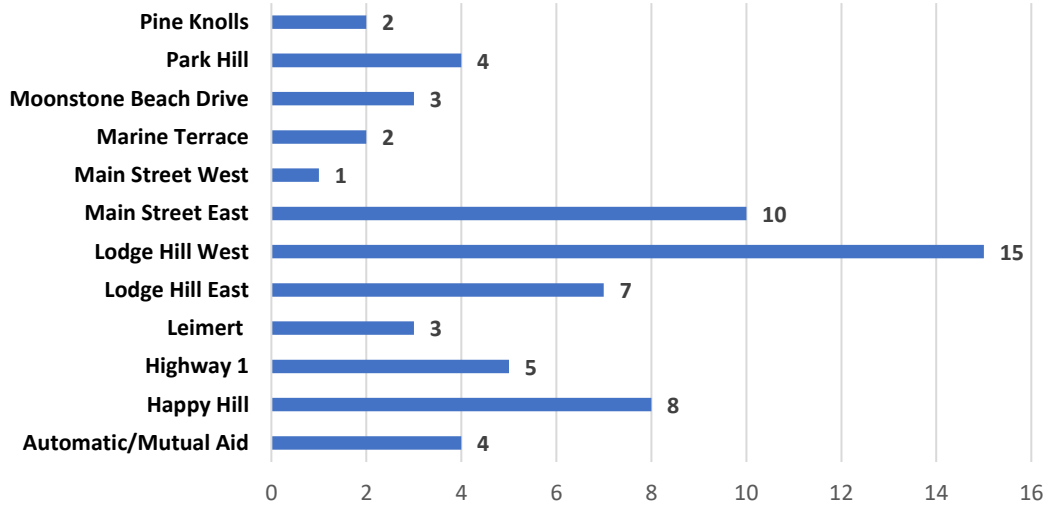
### INCIDENTS BY DAY OF WEEK



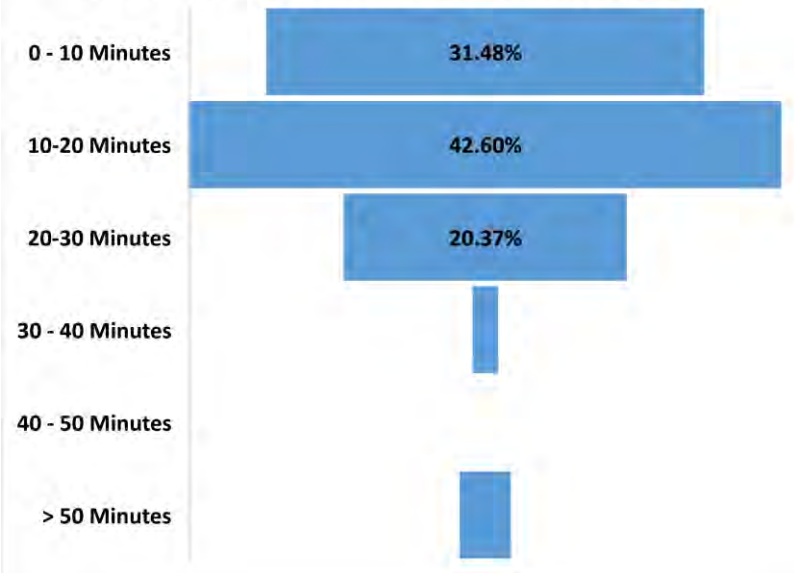
### INCIDENTS BY CUSTOMER



### INCIDENTS BY LOCATION



### INCIDENTS BY TIME COMMITMENT



## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.A.**FROM: John F. Weigold, IV, General Manager  
Carlos Mendoza, Facilities and Resources Supervisor

Meeting Date: June 18, 2020

Subject: GENERAL MANAGER REPORT

**GENERAL MANAGER:**

We continue our core CCSD missions of providing water, wastewater, emergency response, facilities, and administrative services. The CCSD team continues to remain healthy as we observe COVID-19 pandemic safety procedures.

I attended several meetings this month, including daily SLO County Emergency Operations Conference Calls; biweekly SLO County Special District General Manager Meetings; BioBot Wastewater Testing conference call; the Policy Committee meeting; the PROS Commission meeting; PG&E Investment Grade Audit workshop; the Finance Committee meeting; two Resources & Infrastructure Committee meetings; and bi-weekly Cambria/San Simeon Community Leaders Forum conference calls.

In addition to the daily operations of the CCSD, following is my update on some of our current ongoing projects:

Energy Efficiency Infrastructure Improvement

The District met with PG&E on March 2nd for the investment grade audit workshop #1 for our first assessment status update report and discussion. The Resources and Infrastructure Committee will review and discuss the briefing at its next meeting on June 15<sup>th</sup>.

Coastal Development Permit (CDP) for the Sustainable Water Facility (SWF)

The District team is working closely with the Board CDP Ad Hoc committee, the SLO County Planning Department and the California Coastal Commission to craft a CDP application for the SWF. The Board will review and discuss the latest project description draft at a special Board meeting on Thursday, June 25<sup>th</sup>.

2020/2021 Budget

The staff has completed development of the 2020-2021 budget for consideration by the Board at today's Board meeting.

Regulatory Compliance

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

Human Resources Policy Reviews

We are reviewing all our human resources policies and procedures to ensure the District policies are up to date and compliant with current local, State and federal laws.

## **FACILITIES & RESOURCES MANAGER**

### Public Restrooms

Portable restrooms, a handwashing station and a trashcan continue to be available to the public at both Sheffield St. and Center St. locations.

### Fiscalini Ranch Preserve

Fire Breaks along the entire perimeter of the Preserve have been completed. Invasive weed control is ongoing throughout the entire Preserve. Work on dead and dangerous trees, along trails and behind homes has been completed. San Luis Obispo Fire Safe Council will reimburse the CCSD \$20,000 for the tree work. Maintenance of trails is ongoing.

Memorial Day Holiday: FFRP Volunteers were stationed at both ends of the Bluff Trail throughout the holiday weekend. Volunteers welcomed the public to the Preserve, but also provided the public with visual presence and answered questions.

### Veterans Hall

CCSD Staff continues to provide weekly maintenance.

### Homeless

A portable restroom, handwashing station and dumpster continue to be provided to the homeless community and serviced weekly.

### Street Light Flags

Banners for the High School graduates were installed on the CCSD owned streetlights on Main Street.



# TRAILS MOWED THROUGH OUT FISCALINI RANCH PRESERVE TO ALLOW SOCIAL DISTANCING

9



# DEAD AND DANGEROUS TREE REMOVAL ON FISCALINII RANCH PRESERVE



# DEAD TREES ON FISCALINI RANCH PRESERVE LEFT AS HABITAT

11



# FIRE BREAKS AROUND ENTIRE PERIMETER OF FISCALINI RANCH PRESERVE

12



# ON GOING INVASIVE PLANT REMOVAL THROUGH OUT FISCALINI RANCH PRESERVE

13



# NEW FENCE ON SOUTH END OF BLUFF TRAIL

14



# GRADUATION BANNERS ON MAIN ST LIGHT POLES

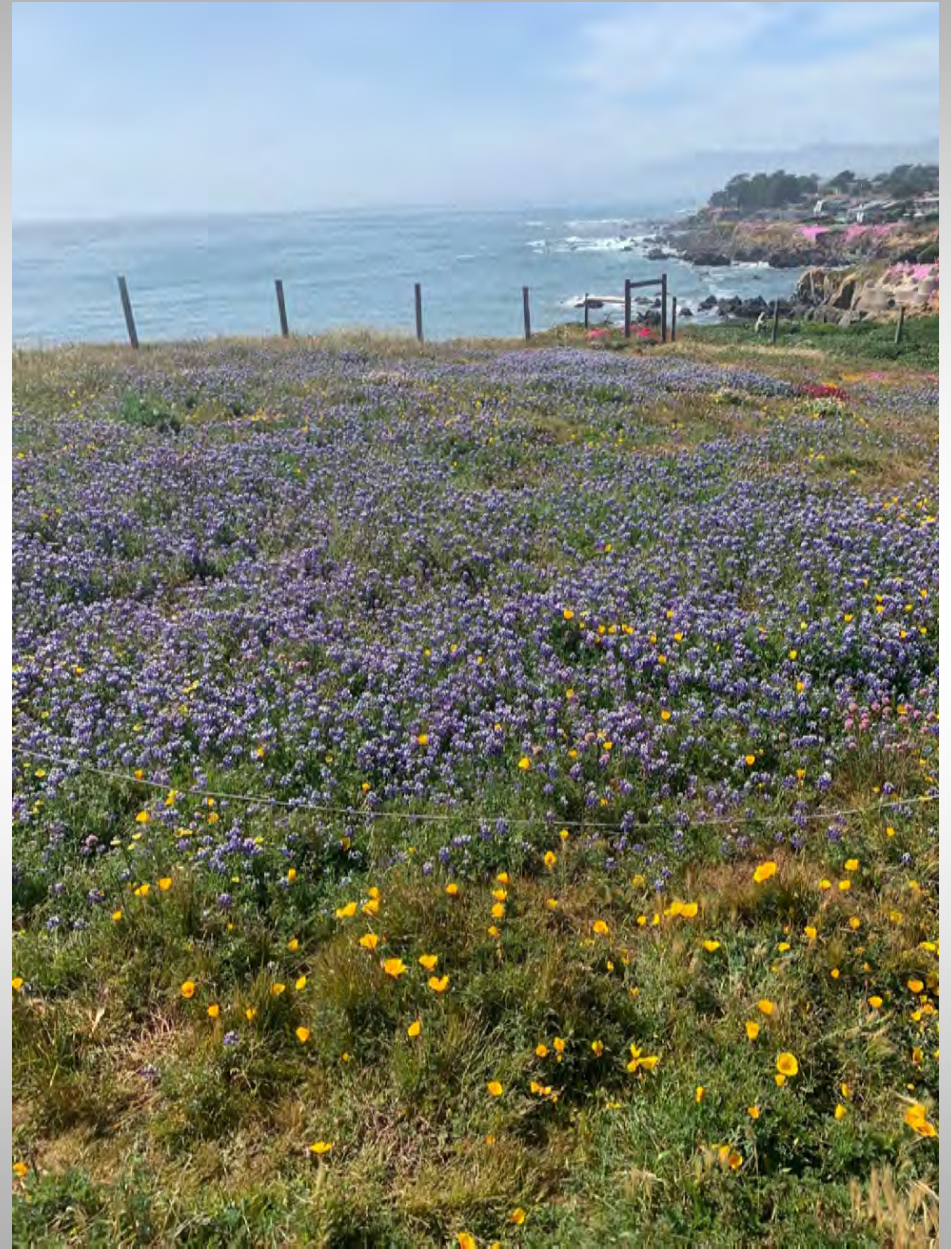


# BLUFF TRAIL RESTORATION

DECEMBER 17, 2015



MAY 8, 2020





### **Public Records Requests and Responses**

The District received two (2) Public Record Requests since May 21, 2020 by the following citizens:

**5/28/2020 Rick Low** 1) Please accept as a Public Records request for number of EDU's allocated to Blue Bird Motel APN 013-251-004. Also, are there any EDU's allocated to the adjacent property APN 013-251-011?

On 6/8/2020, the CCSD responded to Rick Low's 5/28/2020 Public Records Request with the following:

Enclosed are CIS screenshots which are responsive to your request.

**5/30/2020 Christine Heinrichs** 1) Mitigated Negative Declaration for the Peoples Self Help Housing project currently proposed.

On 6/2/2020, the CCSD responded to Christine Heinrichs' 5/30/2020 Public Records Request with the following:

There are no documents responsive to your request.

**BOARD OF DIRECTORS' MEETING – JUNE 18, 2020**

**FINANCE MANAGER'S REPORT**

**EXPENDITURE REPORT FOR THE MONTH OF MAY 2020**

The Expenditure Report for the month of May 2020 is being submitted to the CCSD Board of Directors in today's meeting (see Agenda Item 6.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 MAY 2020**

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

Director Name	Meeting	Number of	Amt Per	Total
Farmer, Harry	Apr-20	6	\$ 100.00	\$ 600.00
Howell, Donn	Apr-20	5	\$ 100.00	\$ 500.00
Pierson, David	Apr-20	4	\$ 100.00	\$ 400.00
Rice, Amanda	Oct-19	4	\$ 100.00	\$ 400.00
Steidel, Cynthia	Apr-20	6	\$ 100.00	\$ 600.00
Total		25		\$2,500.00

**AVAILABLE CASH BALANCES AS OF MAY 2020**

The total available cash is listed as follows:

Account Type	Balance
Main Checking	\$ 1,925,614.68
Money Market	\$ 1,235,659.25
Local Agency Investment Fund (LAIF)	\$ 1,350,559.68
Total	\$ 4,511,833.61

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 May 31, 2020 was \$4,511,833.61.

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

Account Type (Restricted)	Balance
Payroll	\$ 174,708.85
Veterans Hall	\$ 10,005.55
Health Reimbursement Account (HRA)	\$ 63,220.76
Total	\$ 247,935.16

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).

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

Staff and the Tyler Ad-hoc Committee will continue routine conference calls with Tyler Technologies, in developing the next steps required for implementation. The on-site financial assessment previously scheduled for the week of March 16<sup>th</sup> will be rescheduled for the later part of July 2020.

#### **ANNUAL AUDIT – STATUS**

Staff is working on a schedule to begin the FY 2018/19 audit.

# Utilities Report for June 2020

Department Activities During the Month of May

## Wastewater Treatment Plant (WWTP)

Staff remain under COVID-19 restrictions.

The plant processed 15 million gallons of water and disposed of 76 tons of sludge.

During the last week of April and early May, we cleaned out the digester basins in preparation for integrity testing. MKN had an inspector check the integrity of the digester walls. At this time, it looks like we will be able to use the existing tanks for both sludge handling and influent flow equalization, two processes under review in the current PG&E SST program. The integrity test took a lot of man hours to prepare, but the project savings could be in the millions of dollars.

Thank you to Delon, Tim, Tony, Jim and Ben for all your hard work.



*Figure 1 Digester basins before (left) and after (right) test preparations*

Maintenance to one of the WWTP restrooms has been completed. Operator Tim O'Marr made minor repairs to walls and doors and scrubbed years of buildup off the floors. A professional

painter provided the finishing touches to the walls and doors, while operators Toni and Jim replaced old fluorescent lights with LED tubes.



*Figure 2 WWTP bathroom before (left) and after (right)*

We are working on getting the plant outbuildings painted. The building shown in figure 3 will need to be painted next fiscal year due to the gutters needing replacement, which should be done in June. As you can see from the images, the exterior coating, which is original, is coming off in many places. We are going to use an industrial coating and hope to schedule this maintenance on a ten-year rotation.

### Collection System

We have been working in the field cleaning wastewater lines that have not been touched in years. After the lines have been cleaned, staff plans to use the new sewer camera to assess the condition of the lines. We should receive the camera in mid-June.



*Figure 3 Maintenance is needed to extend the life of plant outbuildings.*

Staff has run into some difficult lines to clean, so we ordered a new head for the jetting hose. This will be delivered in early June and will be put to work immediately. As a future preventative effort, the Utilities Manager will recommend implementing the Fats, Oil, and Grease (FOG) program for our hospitality customers to minimize buildups in the wastewater lines. With the staffing changes in the new fiscal year, we hope to implement this soon. More details to follow.

## Water Department

The month of May normally brings a gain in consumption due to increased tourism. May also normally rings in the start of “leak season” due to this increased water usage and lines shifting in the drying soil. While COVID-19 has decreased tourism in Cambria, it certainly has not



*Figure 4 Underground SoCal Gas Company line catches fire. This illustrates the importance of marking underground lines before excavation.*

deterred leaks in the distribution system. Staff addressed six leaks in the first five days of May. Most of the failures are in HDPE service lines that run from main to meter. All but one leak repair was performed the same day. When leaks occur in the middle of streets or roadways, USANorth 811 must be notified to locate all underground utility service lines and mains in an effort to avoid damage to those lines during excavating. This sometimes causes a delay in response time for leak repair.

Pictured left is a gas service line struck during excavation by a subcontractor working for SoCal Gas Company who was performing a line upgrade for a residence. This illustration is a perfect example of why USANorth 811 must be notified prior to excavation and why the CCSD must wait until underground utilities are located before repairing certain leaks. The fire burned for hours until the service line could be isolated and repaired.

Hydrant maintenance continues throughout the distribution system. Several hydrants in the system have been deemed difficult to operate due to oversized valve stems. Those hydrants were removed, and new hydrants were installed. Water staff has been performing maintenance on an average of 40 hydrants per month. Maintenance items include exercising hydrant and hydrant isolation valves, pressure verification and disinfection residual confirmation. Other housekeeping items include weed abatement around hydrant and painting. A total of 368 hydrants exist in the distribution system.

Water staff is still in the process of pinpointing meter locations on a tablet with the GIS Fulcrum application. We use this technology to locate facilities and document work and maintenance information.

Currently, 25% of services have had their locations updated. This remains a tedious but rewarding project.

Following up on last month's leak detection, the water department excavated a location marked by Utility Services Associates (USA), the leak detection contractor. The position indicated by USA was exactly as predicted. Staff unearthed the ground above the marked leak and performed quick repair by replacing the failed service line with new fittings and HDPE piping. The CCSD will continue utilizing professional leak detection services in the future to hopefully expose any system failures that are not apparent from the surface.

Other Water Department activities are included in the following table.

Activity	# Completed
Manual Meter Reads/Locates for Billing Purposes	44
Customer assists for high water usage on customer side of meter	20
Locking/Unlocking Water Meters	0
Meter Shut Off/Turn-On at Owner's Request	7
Repairs of distribution system leaks	8
After-Hours System Alarm Responses	5
USA Locations	21
Water Service Line Information Requests	2
Service Angle Stop/Valves Replaced	3

**Well level data and production summary reports are available on the District [website](#).** As of May 31, the District has diverted 20% and 14% of the annual San Simeon Creek and Santa Rosa Creek allocations, respectively, with 84% of total production coming from the San Simeon Creek aquifer.

### Sustainable Water Facility

The system remains in stand-by mode. Planned Clean-in-Place operations and system audit have been delayed due to the ongoing COVID-19 emergency declaration.

### Conservation & Permits

The retrofit points bank continues to be populated with historical data. As of the writing of this report, all inspection reports for 2020, 2019, 2018 and 2017 have been imported into the database and matched by address and water meter ID. Staff has been contacting all property owners who require reinspection due to non-compliant initial inspections performed in 2020. Prior to building the new retrofit database, it was extremely difficult for staff to track non-compliant properties and perform the required follow-up. Staff is continuing to develop this database and, once completed, will continue to streamline this effort. The next task for staff is to computer verifiable points based on the uploaded inspection reports. This will provide the District with the first updated points bank total in five years. The preliminary budget for FY

2021 includes a request for a conservation database. The goal is to identify a software program which will utilize our retrofit data to validate water savings, as well as serve as a tool to track other conservation data such as water budgets and rebate applications. Staff is utilizing our membership with the Alliance for Water Efficiency to research options and obtain quotes.

#### Retrofit Verifications

1. 6440 Cambria Pines
2. 2050 Sherwood Dr
3. 2565 Leona Dr
4. 2010 Benson Ave
5. 559 Warwick St
6. 1699 Stuart St
7. 340 Wedgewood St

#### Transfer of WL Position

1. APN 023-411-007 to APN 024-151-024 WL No. 655

#### Assignment of WL Position

1. APN 023-271-043 WL No. 522

#### Water Service Line/Meter Upgrade

1. 2070 Wales (Fire Flow)

#### Sewer Connection Application – still in process

##### Daou Ocean Wastewater Connection

2485 Village Lane – Abandon septic tank; new wye

#### Regulatory Reports Submitted

1. Title 22 April 2020 Self-Monitoring Report Order No. R3-2019-0051
2. Title 22 1<sup>st</sup> Quarter Self-Monitoring Report Order No. R3-2019-0051
3. Division of Drinking Water (DDW) Monthly Reports for April 2020
  - a. Surface Water Treatment Regulations (SR4)
  - b. Surface Water Treatment Regulations (SR3)
  - c. Groundwater Rule (San Simeon Well Field)
  - d. Total Coliform Rule
4. DDW Urban Water Supplier Report – April 2020
5. Discharger April 2020 Self-Monitoring Report Order No. 01-100



**CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH OF MAY 2020**

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
ABALONE COAST ANALYTICAL, INC.	71492	5/11/2020	1	120.00	WW/TOTAL SUSPENDE SOLIDS, QUANTI TRAY, ELAP FEE	12 6091 12
ABALONE COAST ANALYTICAL, INC.	71492	5/11/2020	1	122.00	WW/TOTAL SUSPENDE SOLIDS, ELAP FEE	12 6091 12
ABALONE COAST ANALYTICAL, INC.	71492	5/11/2020	1	90.00	WW/TOTAL SUSPENDE SOLIDS, ELAP FEE	12 6091 12
ABALONE COAST ANALYTICAL, INC.	71492	5/11/2020	1	122.00	WW/TOTAL SUSPENDE SOLIDS, ELAP FEE	12 6091 12
ABALONE COAST ANALYTICAL, INC.	71584	5/27/2020	1	90.00	WW/TOTAL SUSPENDE SOLIDS, ELAP FEE	12 6091 12
ABALONE COAST ANALYTICAL, INC.	71584	5/27/2020	1	90.00	WW/TOTAL SUSPENDE SOLIDS, ELAP FEE	12 6091 12
ABALONE COAST ANALYTICAL, INC.	71584	5/27/2020	1	120.00	WW/TOTAL SUSPENDE SOLIDS, QUANTI TRAY, ELAP FEE	12 6091 12
				754.00		
ALL WAYS CLEAN	71568	5/19/2020	1	465.30	ADM/MONTHLY CLEANING FOR MAY 2020	01 6033B 09
ALPHA ELECTRICAL SERVICE	71585	5/27/2020	1	1,952.00	WW/SERVICE CALLS FOR PORTABLE GENERATOR	12 6032G 12
ALPHA FIRE & SECURITY ALARM CO	71493	5/11/2020	1	237.54	F&R/ANNUAL FIRE SPRINKLER INSPECTION VETS HALL	01 6033V 02
ANDREW THOMSON	71528	5/13/2020	1	6,850.46	WD/UPGRADED SOLAR FOR SCADA	11 6063 11
ANDREW THOMSON	71528	5/13/2020	1	2,666.31	WD/UPGRADE SOLAR CHRG LONE PALM SCADA	11 6063 11
ANDREW THOMSON	71528	5/13/2020	1	2,666.31	WD/UPGRADED SOLAR CHRG LONE PALM COAST SCADA	11 6063 11
				12,183.08		
ANNETTE YOUNG	71469	5/4/2020	1	100.00	ADM/CELL PHONE & INTERNET REIMB APRIL 2020	01 6060C 09
ASAP REPROGRAPHICS	71514	5/13/2020	1	704.69	F&R/MULTI LANGUAGE SIGNS FISCALINI RANCH	01 6033R 02
AT&T	71494	5/11/2020	1	237.65	WW/ALARM AT LIFT STN B-4	12 6060P 12
AT&T	71586	5/27/2020	1	297.34	WD/WELL HEAD ZONE TO ZONE TRANSMISSION	11 6060P 11
				534.99		
AT&T MOBILITY	71473	5/4/2020	1	92.50	FD/MONTHLY CELL SERVICE	01 6060C 01
AT&T/CALNET3	71472	5/4/2020	1	21.08	WW/ALARM AT LIFT STN A	12 6060P 12
AT&T/CALNET3	71472	5/4/2020	1	21.06	WW/ALARM AT LIFT STN B3	12 6060P 12
AT&T/CALNET3	71472	5/4/2020	1	32.26	FD/228 CENTER ST	01 6060P 01
AT&T/CALNET3	71472	5/4/2020	1	21.06	WW/ALARM AT LIFT STN B1	12 6060P 12
AT&T/CALNET3	71472	5/4/2020	1	21.06	WW/ALARM AT LIFT STN B2	12 6060P 12
AT&T/CALNET3	71472	5/4/2020	1	21.07	WW/ALARM AT LIFT STN B	12 6060P 12
AT&T/CALNET3	71472	5/4/2020	1	21.07	WW/ALARM AT LIFT STN 9	12 6060P 12
AT&T/CALNET3	71472	5/4/2020	1	21.21	WW/ALARM AT LIFT STN A1	12 6060P 12
AT&T/CALNET3	71472	5/4/2020	1	21.16	WW/FAX LINE	12 6060P 12
AT&T/CALNET3	71472	5/4/2020	1	21.21	WD/TELEMETRY SYSTEMS	11 6060P 11
AT&T/CALNET3	71472	5/4/2020	1	40.43	F&R/FIRE ALARMS AT VETS HALL	01 6060P 02
AT&T/CALNET3	71472	5/4/2020	1	21.04	WW/ALARM AT LIFT STN 4	12 6060P 12
AT&T/CALNET3	71472	5/4/2020	1	21.05	WW/ALARM AT LIFT STN 8	12 6060P 12
AT&T/CALNET3	71472	5/4/2020	1	21.19	WD/LEIMERT PUMP STN	11 6060P 11
AT&T/CALNET3	71472	5/4/2020	1	21.30	ADM/OFFICE FAX LINE	01 6060P 09
AT&T/CALNET3	71472	5/4/2020	1	22.97	F&R/RODEO GROUNDS RD	01 6060P 02
AT&T/CALNET3	71472	5/4/2020	1	50.85	WW/HEATH LANE PHONE	12 6060P 12
				421.07		
BADGER METER INC.	71569	5/19/2020	1	810.00	WD/ORION CELL SVC APR 2020 & CELLULAR ANALYTICS	11 6031M 11
BATTERY SYSTEMS, INC.	71587	5/27/2020	1	190.80	WW/BATTERY CHARGER	11 6091B 11
BIOBOT ANALYTICS, INC.	71570	5/19/2020	1	360.00	WW/COVID 9 SAMPLING KITS (3)	12 6091 12
BLAND, MELISSA	71455	5/4/2020	1	33.33	WD/MONTHLY CELL PHONE & INTERNET REIMB	11 6060C 11
BLAND, MELISSA	71455	5/4/2020	2	33.33	WW/MONTHLY CELL PHONE & INTERNET REIMB	12 6060C 12
BLAND, MELISSA	71455	5/4/2020	3	33.34	SWF/MONTHLY CELL PHONE & INTERNET REIMB	39 6060C 25
				100.00		
BLUE TARP FINANCIAL, INC	71515	5/13/2020	1	198.40	F&R/AMBER LIGHTS	01 6090 02
BLUE TARP FINANCIAL, INC	71515	5/13/2020	1	13.33	WD/ANNUAL MEMBERSHIP FEE	11 6054 11
BLUE TARP FINANCIAL, INC	71515	5/13/2020	2	13.33	WW/ANNUAL MEMBERSHIP FEE	12 6054 12
BLUE TARP FINANCIAL, INC	71515	5/13/2020	3	13.33	F&R/ANNUAL MEMBERSHIP FEE	01 6054 02
				238.39		

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BOUND TREE MEDICAL, LLC	71588	5/27/2020	1	42.03	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
BRENTAG PACIFIC, INC.	71516	5/13/2020	1	303.87	WD/CHEMICALS	11 6090 11
BREZDEN PEST CONTROL, INC.	71589	5/27/2020	1	85.00	ADM/SPRAY AND DEWEB	01 6033B 09
BUSINESSPLANS, INC.	71590	5/27/2020	1	313.00	ADM/MONTHLY HRA PLAN ADMINISTRATION MAY 2020	01 6086 09
CAL-COAST MACHINERY INC.	71474	5/4/2020	1	68.43	F&R/CABLE FOR GATOR	01 6041N 02
CAL-COAST MACHINERY INC.	71474	5/4/2020	1	4,756.42	F&R/ENGINE AND FUEL SYSTEM REPAIRS JD TRACTOR	01 6041N 02
CAL-COAST MACHINERY INC.	71474	5/4/2020	1	135.99	F&R/MISC DEPT SUPPLIES	01 6090 02
				4,960.84		
CAMBRIA AUTO SUPPLY LP	71495	5/11/2020	1	135.57	WW/FUEL HOSES	12 6032T 12
CAMBRIA AUTO SUPPLY LP	71495	5/11/2020	1	6.83	F&R/SPARK PLUG	01 6040 02
CAMBRIA AUTO SUPPLY LP	71495	5/11/2020	1	62.42	WW/DIESEL EXHAUST FLUID	12 6041V 12
CAMBRIA AUTO SUPPLY LP	71495	5/11/2020	1	7.80	WD/VEHICLE BUG & TAR REMOVER	11 6041V 11
				212.62		
CAMBRIA BUSINESS CENTER	71517	5/13/2020	1	81.61	FD/UPS SHIPPING	01 6051 01
CAMBRIA HARDWARE CENTER	71507	5/12/2020	1	4.82	WD/LIQUID CHLORINE	11 6031W 11
CAMBRIA HARDWARE CENTER	71507	5/12/2020	1	9.74	WD/FILLER, PUTTY KNIFE	11 6090 11
CAMBRIA HARDWARE CENTER	71507	5/12/2020	1	8.25	WD/SHEET RUBBER	11 6090 11
CAMBRIA HARDWARE CENTER	71507	5/12/2020	1	8.42	WD/COUPLING, PIPE	11 6031D 11
CAMBRIA HARDWARE CENTER	71507	5/12/2020	1	4.25	WD/DRIP COUPLING	11 6031D 11
CAMBRIA HARDWARE CENTER	71507	5/12/2020	1	12.42	WD/SPRAY PAINT, GLOVES	11 6090 11
CAMBRIA HARDWARE CENTER	71507	5/12/2020	1	31.70	WD/SPRAY PAINT, SAFETY GLASSES, GLOVES	11 6090 11
CAMBRIA HARDWARE CENTER	71508	5/12/2020	1	175.87	FD/HOSES	01 6090 01
CAMBRIA HARDWARE CENTER	71509	5/12/2020	1	28.95	F&R/ROUND UP	01 6090 02
CAMBRIA HARDWARE CENTER	71510	5/12/2020	1	32.01	WW/KEYS	12 6032T 12
CAMBRIA HARDWARE CENTER	71510	5/12/2020	1	30.02	WW/TANK SPRAYER	12 6032T 12
CAMBRIA HARDWARE CENTER	71510	5/12/2020	1	5.32	WW/MISC NUTS & BOLTS	12 6032T 12
				351.77		
CAMBRIA VILLAGE SQUARE	71466	5/4/2020	1	2,553.03	ADM/MONTHLY OFFICE LEASE PMT 1316 TAMSEN	01 6075 09
CARMEL & NACCASHA LLP	71533	5/19/2020	1	916.95	ADM/LEGAL SERVICES GENERAL APRIL 2020	01 6080K 09
CARMEL & NACCASHA LLP	71533	5/19/2020	1	1,920.00	ADM/MONTHLY SVCS PRIV & CONF APRIL 2020	01 6080L 09
CARMEL & NACCASHA LLP	71533	5/19/2020	1	11,100.00	ADM/MONTHLY RETAINER FOR LEGAL SERVICES MAY 2020	01 6080K 09
				13,936.95		
CENTRAL COAST COFFEE ROASTING	71518	5/13/2020	1	55.08	WW/COFFEE FOR OFFICE	12 6050 12
CHARTER COMMUNICATIONS	71475	5/4/2020	1	273.57	F&R/ETHERNET SERVICES VETS HALL	01 6060I 02
CHARTER COMMUNICATIONS	71475	5/4/2020	2	137.33	F&R/ETHERNET SERVICES RODEO GROUNDS RD	01 6060I 02
CHARTER COMMUNICATIONS	71475	5/4/2020	3	230.65	ADM/ETHERNET SERVICES TAMSON DR	01 6060I 09
CHARTER COMMUNICATIONS	71475	5/4/2020	4	249.97	WD/ETHERNET SERVICES HEATH LANE	11 6060I 11
CHARTER COMMUNICATIONS	71475	5/4/2020	5	249.97	WW/ETHERNET SERVICES HEATH LANE	12 6060I 12
CHARTER COMMUNICATIONS	71572	5/19/2020	1	39.99	F&R/BUSINESS VOICE FOR RODEO GROUNDS RD	01 6060I 02
CHARTER COMMUNICATIONS	71572	5/19/2020	1	162.50	FD/BUSINESS INTERNET	01 6060I 01
CHARTER COMMUNICATIONS	71572	5/19/2020	2	162.50	ADM/BUSINESS INTERNET	01 6060I 09
CHARTER COMMUNICATIONS	71572	5/19/2020	3	162.50	WD/BUSINESS INTERNET	11 6060I 11
CHARTER COMMUNICATIONS	71572	5/19/2020	4	162.50	WW/BUSINESS INTERNET	12 6060I 12
CHARTER COMMUNICATIONS	71572	5/19/2020	5	505.56	ADM/BUSINESS VOICE	01 6060I 09
CHARTER COMMUNICATIONS	71591	5/27/2020	1	174.97	WW/BUSINESS INTERNET & VOICE	12 6060I 12
				2,512.01		
CIO SOLUTIONS, LP	71471	5/4/2020	1	3,070.00	ADM/MONTHLY BILLING FOR MAY 2020	01 6044 09
CIO SOLUTIONS, LP	71567	5/19/2020	1	290.00	WW/SET UP THREE WORK STATIONS	12 6044 12
CIO SOLUTIONS, LP	71567	5/19/2020	1	761.25	ADM/SET UP REMOTE USER FOR TYLER TECH	01 6044 09
				4,121.25		
CIT BANK, N.A.	71496	5/11/2020	1	333.42	FD/MONTHLY IP PHONE CHARGES	01 6060P 01
CIT BANK, N.A.	71496	5/11/2020	2	206.40	ADM/MONTHLY IP PHONE CHARGES	01 6060P 09
CIT BANK, N.A.	71496	5/11/2020	3	113.97	WD/MONTHLY IP PHONE CHARGES	11 6060P 11

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CIT BANK, N.A.	71496	5/11/2020	4	113.97 767.76	WW/MONTHLY IP PHONE CHARGES	12 6060P 12
CORBIN WILLITS SYSTEMS INC.	71456	5/4/2020	1	1,248.60	ADM/MONTHLY SUPPORT AGMT MOM SOFTWARE 05/20	01 6044 09
CULLIGAN-KITZMAN WATER	71497	5/11/2020	1	90.00	FD/RO SERVICE HICAP SOFTENER	01 6033B 01
DAVID D BRUNER CPA, INC.	71571	5/19/2020	1	500.00	ADM/AUDIT SERVICES FOR FY 17/18	01 6080A 09
DIGITAL DEPLOYMENT, INC	71519	5/13/2020	1	200.00	ADM/STREAMLINE MONTHLY MEMBER FEE	01 6011W 09
FAMCOM PIPE & SUPPLY, INC.	71476	5/4/2020	1	300.15	WW/PIPE, COUPLINGS	12 6032T 12
FARM SUPPLY COMPANY	71521	5/13/2020	1	141.08	WD/MISC SHOP SUPPLIES	11 6090 11
FARM SUPPLY COMPANY	71521	5/13/2020	2	85.79 226.87	WD/ROUND UP	11 6033B 11
FENCE FACTORY, THE	71481	5/7/2020	1	72.60	PROS/FENCE RENTAL SKATE PARK CLOSURE 4/19-5/18/20	01 6033P 16
FGL ENVIRONMENTAL INC.	71482	5/7/2020	1	150.00	WD/BACTI ANALYSIS 4/7/20	11 6091 11
FGL ENVIRONMENTAL INC.	71482	5/7/2020	1	136.00	WD/BACTI & SUPPORT ANALYSIS 4/7/20	11 6091 11
FGL ENVIRONMENTAL INC.	71482	5/7/2020	1	30.00	WD/BACTI ANALYSIS 4/14/20	11 6091 11
FGL ENVIRONMENTAL INC.	71482	5/7/2020	1	112.00	WD/BACTI & SUPPORT ANALYSIS 4/14/20	11 6091 11
FGL ENVIRONMENTAL INC.	71482	5/7/2020	1	88.00	WD/BACTI & SUPPORT ANALYSIS 4/21/20	11 6091 11
FGL ENVIRONMENTAL INC.	71592	5/27/2020	1	724.00	WW/INORGANIC & SUPPORT ANALYSIS 4/7/20	12 6091 12
FGL ENVIRONMENTAL INC.	71592	5/27/2020	1	136.00	WW/INORGANIC ANALYSIS 4/7/20	12 6091 12
FGL ENVIRONMENTAL INC.	71592	5/27/2020	1	24.00	WD/BACTI ANALYSIS 4/22/20	11 6091 11
FGL ENVIRONMENTAL INC.	71592	5/27/2020	1	112.00	WD/BACTI & SUPPORT ANALYSIS 4/28/20	11 6091 11
FGL ENVIRONMENTAL INC.	71592	5/27/2020	1	136.00 1,648.00	WD/BACTI & SUPPORT ANALYSIS 5/5/20	11 6091 11
FIRST BANKCARD	71532	5/18/2020	1	-	F&R/C MENDOZA VISA CHARGES	01 6033R 02
FIRST BANKCARD	71532	5/18/2020	2	122.62	F&R/SIGNS FOR FISCALINI RANCH	01 6033R 02
FIRST BANKCARD	71532	5/18/2020	1	-	ADM/JWEIGOLD VISA CHARGES	01 6115 09
FIRST BANKCARD	71532	5/18/2020	2	389.90	ADM/ZOOM VIDEO SERVICES 4/16-5/15/20	01 6115 09
FIRST BANKCARD	71532	5/18/2020	1	-	FD/W HOLLINGSWORTH VISA CHARGES	01 6089 01
FIRST BANKCARD	71532	5/18/2020	2	44.00	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
FIRST BANKCARD	71532	5/18/2020	3	(15.99)	FD/RETURN OFFICE SUPPLIES	01 6050 01
FIRST BANKCARD	71532	5/18/2020	4	28.00	FD/FULCRUM MONTHLY SUBSCRIPTION	01 6054 01
FIRST BANKCARD	71532	5/18/2020	5	79.99 648.52	FD/SECURITY CERTIFICATE FOR RUOK WEBSITE	01 6011W 01
FORD MOTOR CREDIT COMPANY LLC	71574	5/19/2020	1	637.09	F&R/LEASE PMT 2016 FORD F-250 W/UTIL BODY MAY 2020	01 2516 02
FURNITURE INSTALLATION TEAM IN	71583	5/19/2020	1	1,466.25	ADM/RECEPTION AREA RECONFIGURATION 50% DEPOSIT	01 6095 09
FURNITURE INSTALLATION TEAM IN	71583	5/19/2020	1	417.00	ADM/FINANCE AREA RECONFIGURATION 50% DEPOSIT	01 6095 09
FURNITURE INSTALLATION TEAM IN	71583	5/19/2020	1	1,443.68	WD/OFFICE FURNITURE,INSTALL FINAL PMT	11 6095 11
FURNITURE INSTALLATION TEAM IN	71583	5/19/2020	2	579.59	WW/OFFICE FURNITURE,INSTALL FINAL PMT	12 6095 12
FURNITURE INSTALLATION TEAM IN	71583	5/19/2020	3	579.59 4,486.11	SWF/OFFICE FURNITURE,INSTALL FINAL PMT	39 6095 25
GAIA GRAPHICS & ASSOCIATES	71483	5/7/2020	1	783.29	F&R/REGULATORY SIGNS FISCALINI RANCH	01 6033R 02
GENOA SIGNS & GRAPHICS	71593	5/27/2020	1	109.40	WW/DECALS FOR DISTRICT VEHICLES	12 6041L 12
GOLD COAST ENVIRONMENTAL	71594	5/27/2020	1	3,400.00	WW/INFLUENT FLOW METER CALIBRATION	12 6032T 12
GRANDSTAFF PAINT & PRESSURE WA	71595	5/27/2020	1	1,500.00	WW/PREPARE & PAINT BATH AND SHOWER ROOM AT WWTP	12 6033B 12
GRAVENDER, NANCY	71460	5/4/2020	1	100.00	ADM/CELL PHONE & INTERNET REIMB APRIL 2020	01 6060C 09
GREEN, JAMES R	71461	5/4/2020	1	9.00	WD/MONTHLY CELL PHONE REIMBURSEMENT	11 6060C 11
GREEN, JAMES R	71461	5/4/2020	2	36.00 45.00	SWF/MONTHLY CELL PHONE REIMBURSEMENT	39 6060C 25
HAAKER EQUIPMENT COMPANY	71522	5/13/2020	1	450.28	WW/COLLECTION SYSTEM TOOLS	12 6032T 12

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HACH COMPANY	71477	5/4/2020	1	61.13	WW/STD SOLUTION	12 6092 12
HACH COMPANY	71477	5/4/2020	1	272.65	WW/AMPULE CALIBRATION KIT	12 6092 12
HACH COMPANY	71575	5/19/2020	1	<u>137.39</u>	WD/VARIOUS DEPARTMENT SUPPLIES	11 6090 11
				471.17		
HALEY DODSON	71458	5/4/2020	1	100.00	ADM/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	01 6060C 09
HARVEYS HONEYHUTS	71478	5/4/2020	1	290.22	F&R/TOILET & HANDWASH STN RENTAL CENTER ST 4/4-31	01 6033B 02
HD SUPPLY FACILITIES MAINTENAN	71529	5/13/2020	1	673.95	WD/FREE CHLORINE REAGENT SETS	11 6090 11
HOLLINGSWORTH, WILLIAM	71462	5/4/2020	1	55.00	FD/MONTHLY INTERNET REIMBURSEMENT	01 6060C 01
HOME DEPOT CREDIT SERVICE	71498	5/11/2020	1	287.86	F&R/TRAIL CAMERAS FISCALINI RANCH	01 6033R 02
HOME DEPOT CREDIT SERVICE	71498	5/11/2020	1	<u>101.09</u>	WD/MISC DEPT SUPPLIES	11 6033G 11
				388.95		
INNOVATIVE CONCEPTS	71479	5/4/2020	1	25.00	FD/BUSINESS WEBSITE HOSTING	01 6044 01
INNOVATIVE CONCEPTS	71479	5/4/2020	2	<u>25.00</u>	ADM/BUSINESS WEBSITE HOSTING	01 6044 09
				50.00		
J B DEWAR INC.	71470	5/4/2020	1	1,051.02	FD/126.20 GALS GAS; 309.90 GALS DIESEL	01 6096 01
J B DEWAR INC.	71470	5/4/2020	1	942.09	F&R/256.40 GALS GAS; 142.00 GALS DIESEL	01 6096 02
J B DEWAR INC.	71512	5/13/2020	1	39.08	FD/DIESEL EXHAUST FLUID	01 6096 01
J B DEWAR INC.	71512	5/13/2020	1	801.22	FD/104.10 GALS GAS; 209.80 GALS DIESEL	01 6096 01
J B DEWAR INC.	71512	5/13/2020	1	<u>1,885.60</u>	F&R/448.80 GALS GAS; 288.50 GALS DIESEL	01 6096 02
				4,719.01		
JAMES SOLDENWAGNER	71465	5/4/2020	1	45.00	WD/MONTHLY CELL PHONE REIMBURSEMENT	11 6060C 11
JOHN ALLCHIN	71454	5/4/2020	1	43.77	WW/REIMB FOR VACUUM HOSE	12 6032T 12
JOHN ALLCHIN	71454	5/4/2020	1	<u>45.00</u>	WW/MONTHLY CELL PHONE REIMBURSEMENT	12 6060C 12
				88.77		
JOHN F WEIGOLD, IV	71467	5/4/2020	1	100.00	ADM/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	01 6060C 09
LIBERTY COMPOSTING, INC.	71484	5/7/2020	1	4,866.16	WW/TIPPING FEES BIOSOLIDS MAR 2020	12 6032S 12
LIBERTY COMPOSTING, INC.	71596	5/27/2020	1	3,724.94	WW/TIPPING FEES BIOSOLIDS APRIL 2020	12 6032S 12
LIEBERT CASSIDY WHITMORE	71485	5/7/2020	1	2,014.00	ADM/CLIENT MATTER CA131-00001 THROUGH 3/31/20	01 6080L 09
LIEBERT CASSIDY WHITMORE	71485	5/7/2020	1	1,140.00	ADM/CLIENT MATTER CA131-00012 THROUGH 3/31/20	01 6080L 09
LIEBERT CASSIDY WHITMORE	71499	5/11/2020	1	75.00	ADM/REGIST WEBINAR FFCRA LEAVE NGRAVENDER	01 6120E 09
LIEBERT CASSIDY WHITMORE	71499	5/11/2020	1	75.00	ADM/REGIST WEBINAR FFCRA LEAVE PDUFFIELD	01 6120E 09
LIEBERT CASSIDY WHITMORE	71597	5/27/2020	1	1,748.00	ADM/CLIENT MATTER CA131-00001 THROUGH 4/30/20	01 6080L 09
LIEBERT CASSIDY WHITMORE	71597	5/27/2020	1	456.00	ADM/CLIENT MATTER CA131-00012 THROUGH 4/30/20	01 6080L 09
LIEBERT CASSIDY WHITMORE	71597	5/27/2020	1	152.00	ADM/CLIENT MATTER CA131-00013 THROUGH 4/30/20	01 6080L 09
LIEBERT CASSIDY WHITMORE	71597	5/27/2020	1	<u>200.00</u>	ADM/REGIST WEBINAR RETURN TO WORK HDODSON	01 6120E 09
				14,451.10		
LIFE-ASSIST, INC.	71486	5/7/2020	1	356.33	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
MENDOZA, CARLOS	71463	5/4/2020	1	22.50	ADM/MONTHLY CELL PHONE REIMBURSEMENT	01 6060C 09
MENDOZA, CARLOS	71463	5/4/2020	2	<u>22.50</u>	F&R/MONTHLY CELL PHONE REIMBURSEMENT	01 6060C 02
				45.00		
MICHELLE DYER	71513	5/13/2020	1	620.27	WW/RAIN AND SAFETY CLOTHING, BOOTS	12 6094 12
MINER'S ACE HARDWARE	71500	5/11/2020	1	37.70	F&R/GLOVES	01 6090 02
MIRIAM OROZCO	71464	5/4/2020	1	100.00	ADM/CELL PHONE & INTERNET REIMB APRIL 2020	01 6060C 09
MISSION LINEN SUPPLY	71501	5/11/2020	1	913.26	WW/UNIFORM SHIRTS NEW EMPL BBIVENS, CAPS	12 6094 12
MISSION LINEN SUPPLY	71501	5/11/2020	1	77.04	WD/TOWELS, WET MOPS, FLOOR MATS, COVERALLS	11 6033B 11
MISSION LINEN SUPPLY	71501	5/11/2020	1	17.46	WW/FLOOR MATS	12 6033B 12
MISSION LINEN SUPPLY	71501	5/11/2020	1	86.64	WD/TOWELS, WET MOPS, FLOOR MATS, COVERALLS	11 6033B 11
MISSION LINEN SUPPLY	71501	5/11/2020	1	17.46	WW/FLOOR MATS	12 6033B 12

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MISSION LINEN SUPPLY	71523	5/13/2020	1	772.95	WW/UNIFORM SHIRTS NEW EMPL TREAPEER	12 6094 12
MISSION LINEN SUPPLY	71523	5/13/2020	1	77.04	WD/TOWELS, WET MOPS, FLOOR MATS, COVERALLS	11 6033B 11
MISSION LINEN SUPPLY	71523	5/13/2020	1	17.46	WW/FLOOR MATS	12 6033B 12
				1,979.31		
MORTIMER FERNANDEZ-LOPEZ	71576	5/19/2020	1	225.00	F&R/GATE REPAIR 990 SAN SIMEON CRK RD	01 6033B 02
NOBLE SAW, INC.	71487	5/7/2020	1	245.67	F&R/CHAIN SAW CHAINS	01 6090 02
NOBLE SAW, INC.	71598	5/27/2020	1	123.85	FD/CHAIN SAW REPAIR	01 6040 01
				369.52		
OASIS EQUIPMENT RENTAL	71488	5/7/2020	1	825.00	F&R/RENTAL SKID STEER FLAIL MOWER FISCALINI RANCH	01 6033R 02
OFFICE1	71577	5/19/2020	1	419.12	ADM/COPIER CONTRACT BASE & OVERAGE CHARGES	01 6044 09
OFFICE1	71599	5/27/2020	1	50.60	FD/COPIER CONTRACT BASE & OVERAGE CHARGES	01 6044 01
				469.72		
O'MARR, TIMOTHY	71600	5/27/2020	1	110.00	WW/REIMB WWTP OPERATOR CERTIFICATE RENEWAL	12 6054 12
O'MARR, TIMOTHY	71600	5/27/2020	1	192.00	WW/REIMB ANNUAL CWEA MEMBERSHIP RENEWAL	12 6054 12
				302.00		
ORKIN	71502	5/11/2020	1	65.00	FD/PREVENTIVE PEST CONTROL FIRE STATION	01 6033B 01
PACIFIC GAS & ELECTRIC	71511	5/12/2020	1	17,652.71	WW/ELEC SVC VARIOUS LIFT STATIONS	12 6060E 12
PACIFIC GAS & ELECTRIC	71511	5/12/2020	1	63.27	WW/ELEC SVC SAN SIMEON CK RD	12 6060E 12
PACIFIC GAS & ELECTRIC	71511	5/12/2020	1	410.04	SWF/ELEC SVC SAN SIMEON CK RD UNIT 1	39 6060E 25
PACIFIC GAS & ELECTRIC	71511	5/12/2020	1	10.51	WD/ELEC SVC VAN GORDON CRK RD	11 6060E 11
PACIFIC GAS & ELECTRIC	71511	5/12/2020	1	30.30	F&R/ELEC SVC WEST VILLAGE RESTROOMS	01 6060E 02
PACIFIC GAS & ELECTRIC	71511	5/12/2020	2	34.64	F&R/ELEC SVC EAST VILLAGE RESTROOMS	01 6060E 02
PACIFIC GAS & ELECTRIC	71511	5/12/2020	3	1,132.21	F&R/ELEC SVC STREET LIGHTING	01 6060E 02
PACIFIC GAS & ELECTRIC	71511	5/12/2020	4	223.10	F&R/ELEC SVC VETS HALL	01 6060E 02
PACIFIC GAS & ELECTRIC	71511	5/12/2020	5	683.76	FD/ELEC SVC 2850 BURTON DR	01 6060E 01
PACIFIC GAS & ELECTRIC	71511	5/12/2020	6	333.52	ADM/ELEC SVC 1316 TAMSON	01 6060E 09
PACIFIC GAS & ELECTRIC	71511	5/12/2020	7	154.62	ADM/ELEC SVC RADIO SHACK	01 6060E 09
PACIFIC GAS & ELECTRIC	71511	5/12/2020	1	6,949.46	WD/ELEC SVC VARIOUS WELLS	11 6060E 11
PACIFIC GAS & ELECTRIC	71511	5/12/2020	1	1,282.57	WD/ELEC SVC 2820 SANTA ROSA CRK RD	11 6060E 11
PACIFIC GAS & ELECTRIC	71511	5/12/2020	1	48.20	SWF/ELEC SVC SAN SIMEON CRK RD UNIT 2	39 6060E 25
				29,008.91		
PAMELA DUFFIELD	71459	5/4/2020	1	100.00	ADM/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	01 6060C 09
PASO PRINTERS	71489	5/7/2020	1	525.82	ADM/PRINTING OFFICE FORMS	01 6053 09
PITNEY BOWES PURCH POWER	71503	5/11/2020	1	208.99	ADM/POSTAGE DOWNLOAD TO POSTAGE METER	01 6051 09
RAY DIENZO	71457	5/4/2020	1	162.53	WW/REIMB FOR WW COLL COURSE MATERIALS FOR BBIVENS	12 6120E 12
RAY DIENZO	71457	5/4/2020	1	33.33	WD/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	11 6060C 11
RAY DIENZO	71457	5/4/2020	2	33.33	WW/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	12 6060C 12
RAY DIENZO	71457	5/4/2020	3	33.34	SWF/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	39 6060C 25
RAY DIENZO	71480	5/7/2020	1	38.34	WD/REIMB PROF ENGINEER LICENSE RENEWAL	11 6055 11
RAY DIENZO	71480	5/7/2020	2	38.33	WW/REIMB PROF ENGINEER LICENSE RENEWAL	12 6055 12
RAY DIENZO	71480	5/7/2020	3	38.33	SWF/REIMB PROF ENGINEER LICENSE RENEWAL	39 6055 25
				377.53		
READY REFRESH BY NESTLE	71524	5/13/2020	1	168.60	WW/DRINKING WATER	12 6050 12
RETIREE00	71534	5/19/2020	1	458.36	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE01	71535	5/19/2020	1	458.36	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE02	71536	5/19/2020	1	486.84	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE04	71537	5/19/2020	1	159.68	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE05	71538	5/19/2020	1	515.13	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE06	71539	5/19/2020	1	159.68	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE07	71540	5/19/2020	1	159.68	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE08	71541	5/19/2020	1	138.98	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE09	71542	5/19/2020	1	159.68	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE10	71543	5/19/2020	1	159.68	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09

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RETIREE11	71544	5/19/2020	1	159.68	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE12	71545	5/19/2020	1	1,067.42	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE13	71546	5/19/2020	1	159.68	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE14	71547	5/19/2020	1	159.68	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE15	71548	5/19/2020	1	188.06	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE16	71549	5/19/2020	1	515.13	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE17	71550	5/19/2020	1	458.36	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE19	71551	5/19/2020	1	458.36	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE20	71552	5/19/2020	1	159.68	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE21	71553	5/19/2020	1	188.06	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE22	71554	5/19/2020	1	458.36	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE24	71555	5/19/2020	1	188.06	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE26	71556	5/19/2020	1	820.29	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE27	71557	5/19/2020	1	1,112.68	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE28	71558	5/19/2020	1	458.36	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE30	71559	5/19/2020	1	464.21	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE31	71560	5/19/2020	1	159.68	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE32	71561	5/19/2020	1	1,112.68	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE33	71562	5/19/2020	1	486.84	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE34	71563	5/19/2020	1	762.89	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE36	71564	5/19/2020	1	628.62	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE37	71565	5/19/2020	1	52.61	ADM/MONTHLY INSUR REIMB	01 5121 09
RETIREE37	71565	5/19/2020	2	684.03	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE37	71565	5/19/2020	3	315.71	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE38	71566	5/19/2020	1	1,488.18	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
				<u>15,563.38</u>		
RUTAN & TUCKER, LLP	71490	5/7/2020	1	6,423.58	SWF/PROFESSIONAL FEES	40 18291 30
RUTAN & TUCKER, LLP	71578	5/19/2020	1	13,237.26	SWF/PROFESSIONAL FEES THROUGH MARCH 31, 2020	40 18291 30
RUTAN & TUCKER, LLP	71578	5/19/2020	1	19,281.00	ADM/PROFESSIONAL FEES THROUGH MARCH 31, 2020	01 6080L 09
				<u>38,941.84</u>		
SAN LUIS OBISPO COUNTY	71526	5/13/2020	1	1,087.30	WW/EQUIPMENT PERMIT RENEWAL 1025-1	12 6055 12
SAN LUIS SECURITY SYSTEMS	71579	5/19/2020	1	126.00	ADM/QUARTERLY SECURITY MONITORING JUNE-AUG 2020	01 6048 09
SLO COUNTY	71525	5/13/2020	1	523.10	WD/CHARGEABLE REPORT WRITING/CORRESPONDENCE	11 6055 11
SLO COUNTY	71525	5/13/2020	1	504.90	WD/CHARGEABLE REPORT WRITING/CORRESPONDENCE	11 6055 11
				<u>1,028.00</u>		
SOUTH COAST EMERGENCY VEHICLE	71601	5/27/2020	1	3,271.12	FD/PUMPER TRUCK UNIT #E57 INSPECTION & REPAIRS	01 6041L 01
SOUTH COAST EMERGENCY VEHICLE	71601	5/27/2020	1	1,398.37	FD/PUMPER TRUCK UNIT #5792 INSPECTION & REPAIRS	01 6041L 01
SOUTH COAST EMERGENCY VEHICLE	71601	5/27/2020	1	1,320.91	FD/PUMPER TRUCK UNIT #5792 REPAIRS	01 6041L 01
				<u>5,990.40</u>		
SYNCB/AMAZON	71504	5/11/2020	1	48.76	ADM/COFFEE AND COFFEE MAKER FOR OFFICE	01 6050 09
SYNCB/AMAZON	71504	5/11/2020	2	288.45	WD/METAL PRIMER	11 6031G 11
SYNCB/AMAZON	71504	5/11/2020	3	109.34	ADM/PAYMENT RECEIPT BOOKS	01 6050 09
SYNCB/AMAZON	71504	5/11/2020	4	122.34	WW/TONER CARTRIDGES	12 6045 12
SYNCB/AMAZON	71504	5/11/2020	5	9.64	WD/ETHERNET SWITCH	11 6090 11
SYNCB/AMAZON	71504	5/11/2020	6	40.37	ADM/COFFEE CREAMER, COFFEE FILTERS, MARKERS	01 6050 09
SYNCB/AMAZON	71504	5/11/2020	7	180.24	WD/PAPER TOWELS, TOILET PAPER	11 6050 11
SYNCB/AMAZON	71504	5/11/2020	8	180.24	WW/PAPER TOWELS, TOILET PAPER	12 6050 12
SYNCB/AMAZON	71504	5/11/2020	9	102.90	ADM/TONER CARTRIDGE	01 6045 09
SYNCB/AMAZON	71504	5/11/2020	10	166.12	FD/COFFEE FOR STATION	01 6090 01
SYNCB/AMAZON	71504	5/11/2020	11	199.04	WD/FENCE PRIVACY SLATS	11 6033B 11
SYNCB/AMAZON	71504	5/11/2020	12	56.00	ADM/CLASSIFICATION FOLDERS	01 6050 09
SYNCB/AMAZON	71504	5/11/2020	13	116.46	FD/COFFEE CREAMER FOR STATION	01 6090 01
SYNCB/AMAZON	71504	5/11/2020	14	286.29	ADM/TONER CARTRIDGES	01 6045 09
SYNCB/AMAZON	71504	5/11/2020	15	134.33	WW/SOCKET SET	12 6050 12
SYNCB/AMAZON	71504	5/11/2020	16	71.92	WW/LIQUID SOAP	12 6050 12
SYNCB/AMAZON	71504	5/11/2020	17	107.22	FD/SHOP TOWELS, BATH TOWELS	01 6090 01
SYNCB/AMAZON	71504	5/11/2020	18	160.43	ADM/OFFICE SUPPLIES	01 6050 09
SYNCB/AMAZON	71504	5/11/2020	19	47.49	ADM/OFFICE SUPPLIES	01 6050 09
				<u>2,427.58</u>		

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TEMPLETON GLASS COMPANY, INC.	71527	5/13/2020	1	457.40	ADM/REPAIR DOOR IN GENERAL MANAGER'S OFFICE	01 6033B 09
THE DIG SAFE BOARD PROGRAM	71520	5/13/2020	1	176.77	WD/STATE FEE FOR REGULATORY COSTS	11 6055 11
THE DOCUTEAM	71573	5/19/2020	1	473.38	ADM/BOX STORAGE	01 6080M 09
THE GAS COMPANY	71506	5/12/2020	1	71.03	F&R/GAS SVC VETS HALL	01 6060G 02
THE GAS COMPANY	71506	5/12/2020	1	17.43	ADM/GAS SVC 1316 TAMSON ST #201	01 6060G 09
THE GAS COMPANY	71506	5/12/2020	1	223.24	FD/GAS SVC 2850 BURTON DR	01 6060G 01
THE GAS COMPANY	71506	5/12/2020	1	51.71	WW/GAS SVC 5500 HEATH LANE, #B	12 6060G 12
THE GAS COMPANY	71506	5/12/2020	1	11.71	FD/GAS SVC 5490 HEATH LANE	01 6060G 01
THE GAS COMPANY	71506	5/12/2020	1	64.54	WW/GAS SVC 5500 HEATH LANE	12 6060G 12
				<u>439.66</u>		
THE TRIBUNE	71580	5/19/2020	1	85.91	WD/NOTICE OF PUB HEARING STANDBY/AVAIL CHGS	11 6010 11
THE TRIBUNE	71580	5/19/2020	2	85.91	WW/NOTICE OF PUB HEARING STANDBY/AVAIL CHGS	12 6010 12
				<u>171.82</u>		
TWELVE TOES PROMOTIONS	71491	5/7/2020	1	63.75	FD/WEBSITE MAINT FEB 2020	01 6011W 01
TWELVE TOES PROMOTIONS	71491	5/7/2020	1	170.00	FD/GRAPHIC DESIGN & LAYOUT RUOK FLYER	01 6011W 01
TWELVE TOES PROMOTIONS	71491	5/7/2020	1	297.50	FD/WEBSITE MAINT APRIL 2020	01 6011W 01
				<u>531.25</u>		
UNITED RENTALS (NA) INC.	71602	5/27/2020	1	1,919.04	WD/TRAILER VACUUM RENTAL	11 6093 11
US BANK EQUIPMENT FINANCE	71505	5/11/2020	1	199.53	ADM/COPIER LEASE PAYMENT	01 6044 09
US BANK EQUIPMENT FINANCE	71505	5/11/2020	2	109.85	FD/COPIER LEASE PAYMENT	01 6044 01
				<u>309.38</u>		
UTILITY SERVICES ASSOCIATES, L	71530	5/13/2020	1	4,398.00	WD/WATER LINE SURVEY & LEAK PINPOINTING	11 6031D 11
VERIZON WIRELESS	71581	5/19/2020	1	216.40	FD/MONTHLY ON-CALL CELL PHONES AND TABLETS	01 6060C 01
VERIZON WIRELESS	71581	5/19/2020	2	110.48	ADM/MONTHLY ON-CALL CELL PHONE	01 6060C 09
VERIZON WIRELESS	71581	5/19/2020	3	48.09	F&R/MONTHLY ON-CALL CELL PHONE	01 6060C 02
VERIZON WIRELESS	71581	5/19/2020	4	62.66	WD/MONTHLY ON-CALL CELL PHONE	11 6060C 11
VERIZON WIRELESS	71581	5/19/2020	5	83.03	WW/MONTHLY ON-CALL CELL PHONE	12 6060C 12
				<u>520.66</u>		
WEST COAST TREE SERVICE	71531	5/13/2020	1	960.00	F&R/TRAIL WIDENING FISCALINI RANCH 3/30/20	01 6033R 02
WEST COAST TREE SERVICE	71531	5/13/2020	1	960.00	F&R/WIDEN TRAILS FISCALINI RANCH 3/27/20	01 6033R 02
WEST COAST TREE SERVICE	71531	5/13/2020	1	3,500.00	F&R/REMOVE HAZARDOUS TREES VARIOUS CCSD LOTS	01 6033G 02
WEST COAST TREE SERVICE	71531	5/13/2020	1	2,500.00	WW/MAINTENANCE AT WASTEWATER TREATMENT PLANT	12 6033G 12
				<u>7,920.00</u>		
WESTERN EQUIPMENT FINANCE, INC	71468	5/4/2020	1	296.55	F&R/TORO TX 1000 DINGO WIDE TRACK MAY 2020 PRINC	01 2520 02
WESTERN EQUIPMENT FINANCE, INC	71468	5/4/2020	2	43.30	F&R/TORO TX 1000 DINGO WIDE TRACK MAY 2020 INT	01 6180H 02
				<u>339.85</u>		
WINE COUNTRY BALANCE	71582	5/19/2020	1	420.00	WW/METTLER SCALE AE-200 CLEAN & CALIBRATE	12 6092 12
<b>Accounts Payable Vendor Subtotal</b>				<b>206,346.67</b>		
Fire Department Accounts Payable Subtotal				14,551.37		
Facilities & Resources Accounts Payable Subtotal				21,634.27		
Administration Accounts Payable Subtotal				60,556.86		
Water Accounts Payable Subtotal				38,883.90		
Wastewater Accounts Payable Subtotal				49,880.59		
SWF Operations Accounts Payable Subtotal				1,178.84		
SWF Capital Accounts Payable Subtotal				19,660.84		
<b>Accounts Payable Vendor Subtotal</b>				<b>206,346.67</b>		
AMERITAS	6746	5/31/2020	1	3,851.03	DENTAL INSURANCE-YER	01 2150
AMERITAS	6746	5/31/2020	2	61.48	DENTAL INSURANCE-YER	12 5102 12
AMERITAS	6746	5/31/2020	3	(0.01)	DENTAL INSURANCE-YER	01 5102 09
AMERITAS	6746	5/31/2020	1	591.98	DENTAL INSURANCE-YER	01 2150

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				4,504.48		
CAMBRIA COMMUNITY SERVICES DIS	6713	5/1/2020	1	1,240.00	MEDICAL REIMBURSEMNT	01 2171
CAMBRIA COMMUNITY SERVICES DIS	6713	5/1/2020	2	250.00	MEDICAL REIMBURSEMNT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	6713	5/1/2020	3	50.00	MEDICAL REIMBURSEMNT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	6713	5/1/2020	4	250.00	MEDICAL REIMBURSEMNT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	6713	5/1/2020	5	200.00	MEDICAL REIMBURSEMNT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	6713	5/1/2020	6	200.00	MEDICAL REIMBURSEMNT	12 5122 12
CAMBRIA COMMUNITY SERVICES DIS	6729	5/15/2020	1	1,240.00	MEDICAL REIMBURSEMNT	01 2171
CAMBRIA COMMUNITY SERVICES DIS	6729	5/15/2020	2	250.00	MEDICAL REIMBURSEMNT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	6729	5/15/2020	3	250.00	MEDICAL REIMBURSEMNT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	6729	5/15/2020	4	50.00	MEDICAL REIMBURSEMNT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	6729	5/15/2020	5	200.00	MEDICAL REIMBURSEMNT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	6729	5/15/2020	6	200.00	MEDICAL REIMBURSEMNT	12 5122 12
CAMBRIA COMMUNITY SERVICES DIS	6729	5/15/2020	7	-	MEDICAL REIMBURSEMNT	
CAMBRIA COMMUNITY SERVICES DIS	6737	5/29/2020	1	1,240.00	MEDICAL REIMBURSEMNT	01 2171
CAMBRIA COMMUNITY SERVICES DIS	6737	5/29/2020	2	250.00	MEDICAL REIMBURSEMNT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	6737	5/29/2020	3	50.00	MEDICAL REIMBURSEMNT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	6737	5/29/2020	4	250.00	MEDICAL REIMBURSEMNT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	6737	5/29/2020	5	200.00	MEDICAL REIMBURSEMNT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	6737	5/29/2020	6	200.00	MEDICAL REIMBURSEMNT	12 5122 12
				6,570.00		
CAMBRIA FIRE FIGHTERS LOCAL 46	6716	5/1/2020	1	240.00	DUES-FIRE IAFF	01 2160
CAMBRIA FIRE FIGHTERS LOCAL 46	6731	5/15/2020	1	240.00	DUES-FIRE IAFF	01 2160
CAMBRIA FIRE FIGHTERS LOCAL 46	6740	5/29/2020	1	240.00	DUES-FIRE IAFF	01 2160
				720.00		
CAMBRIA FIREFIGHTERS ASSN	6715	5/1/2020	1	121.16	RESERVE FIREFTR DUES	01 2160
CAMBRIA FIREFIGHTERS ASSN	6739	5/29/2020	1	130.28	RESERVE FIREFTR DUES	01 2160
				251.44		
EMPLOYMENT DEVELOPMENT DP	6714	5/1/2020	1	3,647.32	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	6714	5/1/2020	1	1,153.65	STATE INCOME TAX	01 2130
EMPLOYMENT DEVELOPMENT DP	6724	5/1/2020	1	10.98	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	6724	5/1/2020	1	15.89	STATE INCOME TAX	01 2130
EMPLOYMENT DEVELOPMENT DP	6730	5/15/2020	1	3,394.51	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	6730	5/15/2020	1	1,087.52	STATE INCOME TAX	01 2130
EMPLOYMENT DEVELOPMENT DP	6738	5/29/2020	1	4,158.70	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	6738	5/29/2020	1	1,236.44	STATE INCOME TAX	01 2130
				14,705.01		
ICMA-VNTGPT TRSFR AGT 457	6719	5/1/2020	1	5,930.99	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	6719	5/1/2020	1	800.00	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	6726	5/1/2020	1	124.32	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	6734	5/15/2020	1	6,029.84	457 YEE CONTRIBUTION	01 2141
ICMA-VNTGPT TRSFR AGT 457	6734	5/15/2020	1	900.00	457 YEE CONTRIBUTION	01 2141
ICMA-VNTGPT TRSFR AGT 457	6743	5/29/2020	1	6,106.50	457 YEE CONTRIBUTION	01 2141
ICMA-VNTGPT TRSFR AGT 457	6743	5/29/2020	1	1,000.00	457 YEE CONTRIBUTION	01 2141
				20,891.65		
IRS/FEDERAL PAYROLL TAXES	6718	5/1/2020	1	11,088.52	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	6718	5/1/2020	1	14,305.08	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6718	5/1/2020	1	3,345.54	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6725	5/1/2020	1	176.67	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	6725	5/1/2020	1	197.08	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6725	5/1/2020	1	46.10	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6733	5/15/2020	1	10,390.78	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	6733	5/15/2020	1	13,795.12	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6733	5/15/2020	1	3,226.30	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6742	5/29/2020	1	12,570.90	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	6742	5/29/2020	1	15,331.88	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6742	5/29/2020	1	3,585.68	FEDERAL INCOME TAX	01 2120
				88,059.65		
LINCOLN FINANCIAL GROUP	6747	5/31/2020	1	280.24	LIFE INSURANCE	01 2164



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PERS HEALTH BENEFIT SERV	6749	5/31/2020	1	34,676.71	MEDICAL INSURANC-YER	01 2151
PERS HEALTH BENEFIT SERV	6749	5/31/2020	2	(1,074.56)	MEDICAL INSURANC-YER	12 5103 12
PERS HEALTH BENEFIT SERV	6749	5/31/2020	3	0.08	MEDICAL INSURANC-YER	01 5103 09
PERS HEALTH BENEFIT SERV	6749	5/31/2020	4	107.25	MEDICAL INSURANC-YER	01 5103 09
PERS HEALTH BENEFIT SERV	6749	5/31/2020	5	695.00	MEDICAL INSURANC-YER	01 5121 01
PERS HEALTH BENEFIT SERV	6749	5/31/2020	6	556.00	MEDICAL INSURANC-YER	01 5121 02
PERS HEALTH BENEFIT SERV	6749	5/31/2020	7	1,529.00	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	6749	5/31/2020	8	834.00	MEDICAL INSURANC-YER	11 5121 11
PERS HEALTH BENEFIT SERV	6749	5/31/2020	9	973.00	MEDICAL INSURANC-YER	12 5121 12
PERS HEALTH BENEFIT SERV	6749	5/31/2020	10	64.01	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	6749	5/31/2020	1	<u>6,119.30</u>	MEDICAL INSURANC-YER	01 2151
				44,479.79		
PERS RETIREMENT SYSTEM	6720	5/1/2020	1	0.05	PERS PAYROLL REMITTANCE	01 5111 09
PERS RETIREMENT SYSTEM	6720	5/1/2020	2	21,675.62	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	6720	5/1/2020	3	55.55	PERS PAYROLL REMITTANCE	12 5109 12
PERS RETIREMENT SYSTEM	6720	5/1/2020	4	(0.02)	PERS PAYROLL REMITTANCE	01 5109 09
PERS RETIREMENT SYSTEM	6727	5/1/2020	1	461.91	PERS	01 2140
PERS RETIREMENT SYSTEM	6735	5/15/2020	1	0.04	PERS PAYROLL REMITTANCE	01 5109 09
PERS RETIREMENT SYSTEM	6735	5/15/2020	2	20,843.86	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	6744	5/29/2020	1	0.05	PERS PAYROLL REMITTANCE	01 5109 09
PERS RETIREMENT SYSTEM	6744	5/29/2020	2	22,064.29	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	6744	5/29/2020	3	(0.01)	PERS PAYROLL REMITTANCE	01 5109 09
PERS RETIREMENT SYSTEM	6748	5/31/2020	1	8,371.14	Unaccrued Liab - MISC	01 5109 09
PERS RETIREMENT SYSTEM	6748	5/31/2020	2	2,110.36	Unaccrued Liab - MISC	01 5109 02
PERS RETIREMENT SYSTEM	6748	5/31/2020	3	5,182.10	Unaccrued Liab - MISC	11 5109 11
PERS RETIREMENT SYSTEM	6748	5/31/2020	4	6,026.24	Unaccrued Liab - MISC	12 5109 12
PERS RETIREMENT SYSTEM	6748	5/31/2020	5	1,758.63	Unaccrued Liab - MISC	39 5109 25
PERS RETIREMENT SYSTEM	6748	5/31/2020	1	<u>7,408.08</u>	Unaccrued Liab - Safety	01 5109 01
				95,957.89		
PPBI-DIRECT DEPOSIT	6717	5/1/2020	1	3,195.00	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	6717	5/1/2020	1	71,523.94	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	6732	5/15/2020	1	3,345.00	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	6732	5/15/2020	1	68,597.78	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	6741	5/29/2020	1	3,195.00	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	6741	5/29/2020	1	<u>76,565.80</u>	Direct Deposit Flat	01 2152
				226,422.52		
SEIU LOCAL 620	6721	5/1/2020	1	383.07	SEIU UNION DUES	01 2160
SEIU LOCAL 620	6736	5/15/2020	1	313.23	SEIU UNION DUES	01 2160
SEIU LOCAL 620	6745	5/29/2020	1	<u>337.02</u>	SEIU UNION DUES	01 2160
				1,033.32		
				<b>Payroll Payable Subtotal</b>		
				503,875.99		
<b>TOTAL DISBURSEMENTS FOR MAY 2020</b>				710,222.66		

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
Thursday, May 14, 2020 2:00 PM

**1. OPENING**

**A. Call to Order**

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

**B. Pledge of Allegiance**

President Farmer asked the Board of Directors and staff to recite America the Beautiful.

**C. Establishment of Quorum**

A quorum was established.

Directors present via Zoom: Harry Farmer, Cindy Steidel, Amanda Rice, David Pierson and Donn Howell.

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

**D. Report from Closed Session**

District Counsel reported that the Board discussed Windeler vs. CCSD and Madrid vs. CCSD and there is nothing to report.

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

President Farmer asked for any additions or deletions.

Director Rice would like to postpone item 6.C.

The Board of Directors agreed to discuss postponement during the item.

**2. COMMISSION REPORT**

**A. PROS Chairman's Report**

PROS Chairman Steve Kniffen provided a report.

**3. PUBLIC COMMENT**

Public Comment:

Christine Heinrichs, Cambria (the Deputy District Clerk read the written comment into the record)

Cheryl McDowell, Cambria (the Deputy District Clerk read the written comment into the record)

Tina Dickason, Cambria (the Deputy District Clerk read the written comment into the record)

#### 4. CONSENT AGENDA

- A. CONSIDERATION OF ADOPTION OF RESOLUTION 18-2020 DECLARING A CONTINUED LOCAL EMERGENCY IN THE CAMBRIA COMMUNITY SERVICES DISTRICT DUE TO THE CORONAVIRUS PANDEMIC
- B. CONSIDERATION OF ADOPTION OF RESOLUTION 19-2020 APPROVING UPDATED DISTRICT PERSONNEL REGULATIONS
- C. CONSIDERATION TO APPROVE AND EXECUTE RESOLUTION 20-2020 AUTHORIZING AN INTERLOCAL CONTRACT FOR COOPERATIVE PURCHASING

Director Rice would like to discuss 4A during regular business at future meetings.

Director Rice pulled item 4B for discussion.

Director Howell would like to table item 4B.

Director Howell would like an explanation on item 4C.

Vice President Steidel had questions regarding item 4B.

President Farmer stated items 4B and 4C will be moved to regular business for discussion.

Director Rice moved to approve consent agenda item 4A.

Director Howell seconded the motion.

Motion Passed Unanimously Ayes – 5 Nays - 0 Absent – 0

Items 4B was discussed after Hearings and Appeals item 5A.

Mr. Weigold introduced the item and provided a summary.

Director Rice acknowledged former director Gail Robinette for getting the ball rolling on this item in 2011. She also acknowledged Timothy Carmel and David Hirsch for their work on this item. She discussed Board discretion, federal and State law and things that must be in compliance with the MOUs. There is a duplicated vehicle use policy. There are sections that are thin and don't give enough guidance. She would like to take more time to review this item.

Director Howell stated in addition to what Director Rice stated, there are also items under the General Manager's purview.

Director Howell moved to postpone the personnel regulations item to next week's meeting.

The motion failed for a lack of a second.

District Counsel suggested this item be pushed to June.

Director Rice moved to postpone the item to the next reasonable agenda.

Director Howell withdrew his original motion and seconded the motion.

Motion Passed Unanimously Ayes – 5 Nays - 0 Absent – 0

Item 4C was discussed after 4B.

Mr. Weigold introduced the item and turned it over to Mr. Dienzo, who provided a summary.

Director Howell had questions regarding the bid process and purchasing policy verbiage.

Director Rice is concerned about force majeure article 10.

Director Pierson would like to add the Purchasing Policy compliance verbiage to the resolution.

Vice President Steidel suggests adding “the CCSD will maintain compliance with the District Purchasing Policy, including purchase limits and approvals, when purchasing through HGACBuy for District needs” to the resolution.

Director Howell moved to approve Resolution 20-2020 be adopted with the following amendment “the CCSD will maintain compliance with the District Purchasing Policy, including purchase limits and approvals, when purchasing through HGACBuy for District needs.”

Director Pierson seconded the motion.

Motion Passed Unanimously Ayes – 5 Nays - 0 Absent – 0

## **5. HEARINGS AND APPEALS**

### **A. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 17-2020 CONFIRMING THE ITEMIZED REPORT OF WATER AND WASTEWATER STANDBY OR AVAILABILITY CHARGES FOR COLLECTION ON THE COUNTY TAX ROLL**

District Counsel introduced the item and provided a summary.

President Farmer opened the public hearing.

Public Comment:  
None

President Farmer closed the public hearing.

Vice President Steidel moved to adopt Resolution 17-2020 confirming the itemized report of Water and Wastewater Standby or Availability Charges for collection on the County Tax Roll.

Director Pierson seconded the motion.

Motion Passed Ayes – 4 (Steidel, Pierson, Howell, Farmer), Nay - 1 (Rice), Absent – 0

## **6. REGULAR BUSINESS**

**A. DISCUSSION OF THIRD QUARTER BUDGET REPORT AND CONSIDERATION OF APPROVAL OF RESOLUTION 21-2020 AMENDING FISCAL YEAR 2019/20 BUDGET**

Mr. Weigold introduced the item and turned it over to Ms. Duffield who provided a summary.

Director Rice moved to approve Resolution 21-2020 amending the Fiscal Year 2019/20 budget.

Vice President Steidel seconded the motion.

Motion Passed Unanimously Ayes – 5 Nays - 0 Absent – 0

**B. DISCUSSION AND CONSIDERATION REGARDING 2020 BOARD GOALS AND OBJECTIVES**

President Farmer introduced the item and provided a summary.

Director Rice stated there is no reference to the Fire, Facilities & Resources or Open Space Departments and suggests removing the word “complete” from the Urban Water Management Plan goal.

Vice President Steidel suggested adding reference to initiating actions to the second goal and suggests it be revised to state: “begin to prepare and develop the District’s 2020/2021 Urban Water Management Plan update.”

President Farmer suggested revising the second goal to read: “begin to prepare and develop the District’s 2020/2021 Urban Water Management Plan update.”

Director Rice moved to approve the 2020 Board goals and objectives with the change to the second goal about the Urban Water Management Plan that has been discussed.

Director Howell seconded the motion.

Motion Passed Unanimously Ayes – 5, Nays – 0, Absent – 0

The Board approved the following goals and objectives:

**Goals:**

- Complete the District’s Emergency Water Facility Coastal Development Permit application and proceed forward with the approval process.
- Begin to prepare and develop the District’s 2020/2021 Urban Water Management Plan update.

**Objectives:**

- Be receptive to, and understanding of, the economic challenges currently facing the residents and businesses of our community.
- Utilize the Cambria rate payers’ monies in as efficient and responsible manner as possible.

- Use effective and well-intentioned decision making and overall transparency, thereby continuing to cultivate and obtain the trust of the citizenry of Cambria.
  - Continue to take advantage of the diligent efforts and useful information provided by the Board's standing committees.
- C. DISCUSSION AND CONSIDERATION OF INTRODUCTION OF ORDINANCE 02-2020 AMENDING SECTIONS 4.16 AND 4.20 OF THE CAMBRIA COMMUNITY SERVICES DISTRICT MUNICIPAL CODE RELATING TO RETROFIT INSPECTIONS AND VERIFICATIONS**

Mr. Weigold introduced the item and turned it over to Mr. Dienzo, who provided a summary.

The Board had an extension discussion regarding this item.

Director Rice moved to appoint an ad hoc committee to review the retrofit program and bring it back to the Board of Directors for review.

Director Howell seconded the motion.

District Counsel stated the Board cannot appoint an ad hoc committee for this item, but it can be added to a future agenda for consideration.

Director Rice withdrew her motion.

Public Comment:  
Karen Dean, Cambria

Director Pierson moved to table this item until it can be added to a future agenda.

Director Howell seconded the motion.

Motion Passed Unanimously Ayes – 5, Nays – 0, Absent – 0

The Board of Directors stated staff can use the updated form.

The Board took a break at 4:36 p.m. and reconvened at 4:38 p.m.

**D. DISCUSSION AND CONSIDERATION REGARDING THE CCSD RECORDS RETENTION POLICY**

Mr. Weigold introduced the item and turned it over to District Counsel, who provided a summary.

Director Rice moved to send this item to the Policy Committee to make sure the District has an appropriate email retention policy.

Director Pierson seconded the motion.

Public Comment:  
Paul Nugent, Cambria

Motion Passed Unanimously Ayes – 5 Nays - 0 Absent – 0

**E. DISCUSSION AND CONSIDERATION TO APPROVE AN AGREEMENT FOR CONSULTANT SERVICES WITH WATER SYSTEMS CONSULTING, INC. FOR PREPARATION OF THE URBAN WATER MANAGEMENT PLAN (UWMP)**

Mr. Dienzo introduced the item and provided a summary.

Public Comment:  
Crosby Swartz, Cambria  
Christine Heinrichs, Cambria

Director Howell had concerns regarding the contract and suggested moving forward with tasks 4 and 5 and not move forward with tasks 1-3.

Director Rice moved to continue the meeting to 5:25 p.m.

Director Howell seconded the motion.

Motion Failed Ayes – 3 (Rice, Howell, Farmer), Nays - 2 (Pierson, Steidel), Absent – 0

Director Pierson moved to approve an Agreement for Consultant Services with Water Systems Consulting, Inc. for preparation of the Urban Water Management Plan (UWMP).

Director Rice seconded the motion.

Motion Passed Ayes – 3 (Rice, Pierson, Steidel), Nays -2 (Howell and Farmer), Absent – 0

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

President Farmer asked for any future agenda items.

Director Rice requests a letter of support for the Chumash National Marine Sanctuary on next week's agenda. The deadline for comment is June 15<sup>th</sup>.

Mrs. Dodson suggests adding the Chumash National Marine Sanctuary letter of support to the June 11<sup>th</sup> agenda since the May 21<sup>st</sup> agenda will be posted today.

The Board of Directors agreed to add the Chumash National Marine Sanctuary letter of support to the June 11<sup>th</sup> agenda.

President Farmer would like discussion of the Brown Act and how it affects the standing committees.

President Farmer stated the free spaghetti fundraiser will be held next Wednesday from 4:00 p.m. to 7:00 p.m. at the Veterans' Hall parking lot.

**8. ADJOURN**

President Farmer adjourned the meeting at 5:13 p.m.

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
Thursday, May 21, 2020 2:00 PM

**1. OPENING**

**A. Call to Order**

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

**B. Pledge of Allegiance**

President Farmer asked the Board of Directors and staff to recite America the Beautiful.

**C. Establishment of Quorum**

A quorum was established.

Directors present via Zoom: Harry Farmer, Cindy Steidel, Amanda Rice, David Pierson and Donn Howell.

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

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

President Farmer asked for any additions or deletions.

President Farmer would like to move regular business item 7C to the first item on regular business and 7A will be moved to 7C.

The Board of Directors agreed to move 7C to 7A and 7A to 7C.

**2. PUBLIC SAFETY**

**A. Sheriff's Department Report**

Commander Nelson provided a summary of recent activities in Cambria.

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

Chief Hollingsworth provided a summary on the Coronavirus pandemic and recent activities in Cambria.

**3. PUBLIC COMMENT**

Public Comment:  
Tina Dickason, Cambria  
Ted Key, Cambria

**4. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS**



**A. President's Report**

President Farmer acknowledged the various organizations and businesses that continue to meet the food needs of the economically challenged in the community. He discussed a rent and mortgage relief fund. He stated the County of San Luis Obispo Mobile Unit will be at the Veterans' Memorial Hall on June 1<sup>st</sup> and 2<sup>nd</sup> for COVID-19 testing.

**B. Finance Committee's Report**

Vice President Steidel reported on the recent Finance Committee. They reviewed the rate increase and provided a recommendation to the Board of Directors.

**C. Policy Committee's Report**

Director Howell stated the Policy Committee has not had a meeting since the last Board meeting. The Policy Committee will meet next Friday, May 29, 2020 at 10:30 a.m.

**D. Resources & Infrastructure Committee's Report**

Director Pierson reported on the recent Resources & Infrastructure Committee meeting. They discussed the UWMP consultant contract. Committee and staff have produced an updated CIP list. He provided a written report to include with the minutes. He gave a report on the various ad hoc committees. There will be an IGA update at the June Resources & Infrastructure Committee meeting. He suggested the Directors consider attending the CDSA's Developing a Groundwater Sustainability Program on-demand webinar. The webinar is \$55. He would like a future agenda item to allow Directors to charge the \$55 to the District.

**E. Other Liaison Reports and Ad Hoc Committee Reports**

Director Pierson reported on the recent NCAC meeting. They have new board members and officers. Bruce Gibson gave a report on the updated COVID restrictions in San Luis Obispo County and allowing in-house dining and retail sales. For more information, visit [readyslo.org](http://readyslo.org). The Fire Safe Focus Group will hold a meeting on June 10, 2020 at 3:00 p.m. via Zoom. They are preparing for a chipping day.

Director Rice reported on the recent Coastal Development Permit (CDP) Ad Hoc Committee meetings. The project description will be brought to the Board and public for review.

Director Pierson suggested rescheduling the special meeting to June 25, 2020 so staff has more time to prepare the project description.

President Farmer stated the special meeting was moved to June 25, 2020 at 2:00 p.m.

President Farmer reported on the recent Forest Committee meeting. They discussed undeveloped parcels and how to obtain funding to find an impartial expert to assess the health of the forest. He reported on the recent FFRP meeting. The ranch manager has been cutting down dead trees. They received over \$20k from the Fire Safe Council for tree removal. The goal was to remedy any hazards and use wood chips for the dog park. Staff has mowed the trails three times and removed invasive plants. They are looking for volunteers at the north and south entrances of the ranch to remind individuals of social distancing.

They also discussed financial asset management.

Vice President Steidel reported on Reviewing the Strategic Planning and Affordable Housing Ad Hoc Committee reports.

Public Comment:  
Tina Dickason

## **5. MANAGER'S REPORT**

### **A. General Management Report**

Mr. Weigold provided a summary of the General Management Report.

Public Comment:  
Elizabeth Bettenhausen, Cambria

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

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

Public Comment:  
Tina Dickason, Cambria

### **C. Utilities Report**

Mr. Dienzo provided a summary of the Utilities Report.

Public Comment:  
Tina Dickason, Cambria

## **6. CONSENT AGENDA**

### **A. CONSIDERATION TO ADOPT THE APRIL 2020 EXPENDITURE REPORT**

### **B. CONSIDERATION TO ADOPT THE APRIL 6, 2020 SPECIAL MEETING MINUTES AND APRIL 16, 2020 REGULAR MEETING MINUTES**

### **C. CONSIDERATION OF ADOPTION OF RESOLUTION 23-2020 DECLARING A CONTINUED LOCAL EMERGENCY IN THE CAMBRIA COMMUNITY SERVICES DISTRICT DUE TO THE CORONAVIRUS PANDEMIC**

### **D. CONSIDERATION TO EXTEND PROVISIONAL APPOINTMENT OF ADMINISTRATIVE TECHNICIAN II - SUPPORT TO DISTRICT ENGINEER**

Director Rice moved to approve the consent agenda.

Vice President Steidel seconded the motion.

President Farmer asked to pull 6D from the consent agenda and discuss it during regular business.

Ms. Duffield provided clarification on 6D.

Public Comment:

Tina Dickason

Motion Passed Unanimously Ayes – 5, Nays – 0, Absent – 0

The Board took a break at 3:56 p.m. and reconvened at 4:00 p.m.

## **7. REGULAR BUSINESS**

### **A. DISCUSSION AND CONSIDERATION TO REVISE THE DISTRICT'S MISSION STATEMENT**

Mr. Weigold introduced the item and provided a summary.

The Board of Directors reached consensus to table this item to a future meeting.

### **B. DISCUSSION AND CONSIDERATION TO APPROVE AN AGREEMENT FOR STRATEGIC PLANNING CONSULTING SERVICES WITH SNIDER AND ASSOCIATES**

Mr. Weigold introduced the item and turned it over to District Counsel, who provided a summary.

Public Comment:

Christine Heinrichs, Cambria

Vice President Steidel moved to approve an Agreement for Consulting Services with Snider and Associates for Strategic Planning Consulting Services and authorize the General Manager to execute the agreement.

Director Pierson seconded the motion.

Motion Passed Ayes – 4 (Steidel, Pierson, Rice, Farmer), Nay – 1 (Howell), Absent – 0

### **C. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 22-2020 APPROVING WATER, SUSTAINABLE WATER FACILITY AND SEWER RATE INCREASES EFFECTIVE JULY 1, 2020 AS PRESCRIBED IN RESOLUTION 27-2018 AND 29-2019 IN ACCORDANCE WITH PROPOSITION 218 ACTIONS**

Mr. Weigold introduced the item and turned it over to District Counsel, who provided a summary.

Public Comment:

Scott Anderson, Cambria (the Deputy District Clerk read the written comment into the record)

Joe and Julie Barnett, Cambria (the Deputy District Clerk read the written comment into the record)

Ted Key, Cambria

Elizabeth Bettenhausen, Cambria

Christine Heinrichs, Cambria

Tina Dickason, Cambria

Director Pierson moved to adopt Resolution 22-2020 approving Water, Sustainable Water Facility (SWF) and Sewer rate increases and to suspend the rate increase for one billing period so that they go into effect on September 1, 2020.

Director Howell seconded the motion.

Motion Passed Ayes – 3 (Pierson, Howell, Steidel), Nays – 2 (Rice, Farmer), Absent – 0

Director Pierson moved to extend the meeting to 6:00 p.m.

Vice President Steidel seconded the motion.

Motion Passed Ayes – 3 (Pierson, Howell, Farmer, Steidel), Nay – 1 (Rice), Absent – 0

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

President Farmer asked for any future agenda items.

Director Pierson suggested the Board direct John Weigold to address cost cutting measures that might be needed in the general and enterprise funds when the budget is brought back next month. He would like to see a list of things to consider tabling for awhile to save the District money.

Director Rice suggesting adding closed session to evaluate District Counsel and the General Manager in June.

President Farmer stated District Counsel's evaluation will be on the June 11<sup>th</sup> agenda and the General Manager's evaluation will be on the June 18<sup>th</sup> agenda.

Director Howell suggested discussing and considering reactivating the Ad Hoc Committee to look at water rates.

## **9. ADJOURN**

President Farmer adjourned the meeting at 5:42 p.m.

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.C.**

FROM: John F. Weigold IV, General Manager

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Meeting Date: June 18, 2020Subject: CONSIDERATION TO APPROVE A  
CONSULTANT SERVICES AGREEMENT  
WITH CIO SOLUTIONS AND  
AUTHORIZE THE GENERAL MANAGER  
TO EXECUTE THE AGREEMENT**RECOMMENDATION:**

Staff recommends that the Board approve an Agreement for Consultant Services with CIO Solutions for information technology (IT) support services and authorize the General Manager to execute the Agreement.

**FISCAL IMPACT:**

The fiscal impact for unlimited information technology support will be \$2,992.50 monthly. There is no increase in the monthly cost, as compared to the contract with CIO effective December 2018, however the monthly amount could fluctuate as users increase or decrease. The current monthly amount is based on 39 users and 2 servers.

**DISCUSSION:**

The attached Agreement for Consultant Services includes unlimited 24/7 technology support for all departments, staff and board members. CIO Solutions has provided crucial support to the operations of the CCSD since their arrival in 2017. Staff recommends that the Board approve the attached Agreement for Consultant Services with CIO Solutions for unlimited information technology support services and authorize the General Manager to execute the agreement.

Attachments: CIO Solutions Agreement for Consultant Services  
Exhibit A Services CIO Solutions Agreement #JF020702  
Exhibit B Payment Schedule  
Exhibit C Insurance Requirements

## **AGREEMENT FOR CONSULTANT SERVICES**

This AGREEMENT FOR CONSULTANT SERVICES (“Agreement”) is made and effective as of [DATE], between **CIO SOLUTIONS** (“Consultant”), and the **CAMBRIA COMMUNITY SERVICES DISTRICT**, a political subdivision 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 July 1, 2020 and shall remain and continue in effect until June 30, 2023, 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. CIO Solutions 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) The completion of the work specified in Exhibit A.
- (b) Bankruptcy or insolvency of any party;
- (c) Sale of Consultant's business;
- (d) Assignment of this Agreement by Consultant without the consent of District; or
- (e) 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.

(d) Indemnification for Design Professional Services. Notwithstanding anything herein to the contrary, to the fullest extent permitted by law for all design professional services arising under this Agreement, 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 which arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant.

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, General Manager  
Cambria Community Services District  
PO Box 65  
Cambria, CA 93428

Copy to:                            Timothy J. Carmel  
Carmel & Naccasha, LLP

1410 Marsh Street  
San Luis Obispo, CA 93401

To Consultant: CIO Solutions  
5425 Hollister Ave #150  
Goleta, CA 93111

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. **CONTENTS OF PROPOSAL**

Consultant is bound by the contents of the Proposal submitted by the Consultant, Exhibit "A," attached hereto and previously incorporated herein.

23. **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.

24. **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.

25. **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**

**[CONSULTANT NAME]**

By: \_\_\_\_\_  
John F. Weigold, IV, General Manager

By: \_\_\_\_\_  
Eric Egolf

ATTEST:

\_\_\_\_\_  
Haley Dodson, Deputy District Clerk

Approved As To Form:

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

EXHIBIT A  
CONSULTANT'S PROPOSAL

EXHIBIT B  
FEE ESTIMATE

## 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.

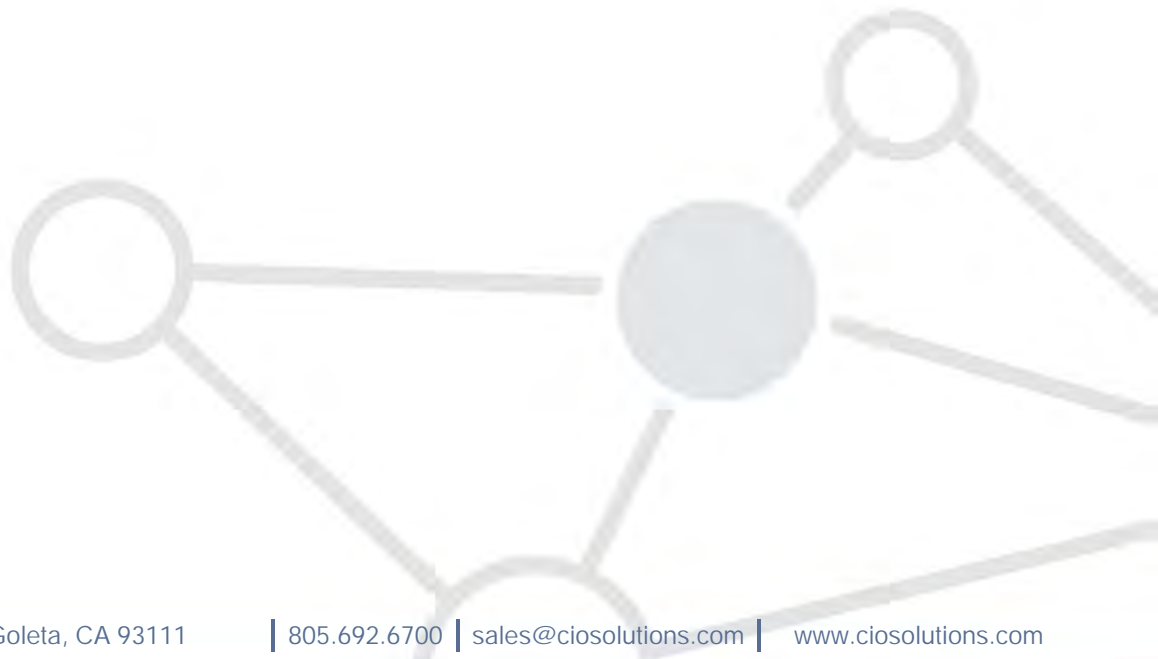
20. The requirements in this Section supersede all other sections and provisions of this Agreement to the extent that any other section or provision conflicts with or impairs the provisions of this Section.

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.



Agreement prepared for  
**Cambria Community Services District**  
**Agreement #JF020702**  
by the team at CIO Solutions

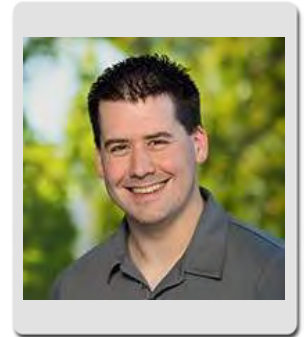


**Prepared For**

Cambria Community Services District  
 John Weigold  
 1316 Tamson Drive  
 Cambria, CA 93428  
 jweigold@cambriacsd.org  
<http://www.cambriacsd.org/cm/Home.html>

**Prepared By**

Jeff Franklin  
 Phone: 805-305-4245  
 Email: jfranklin@ciosolutions.com



<b>TekServices Advantage Monthly Recurring</b>	Price	Qty	Extended
Datto LT2000 Per Server	\$125.00	2	\$250.00
Service Level Agreement	\$0.00	1	\$0.00
Office 365 Business Premium	\$12.50	39	\$487.50
Office 365 Business Essentials	\$5.00	5	\$25.00
TekServices Advantage, per user	\$65.00	34	\$2,210.00
Office 365 Enterprise E3	\$20.00	1	\$20.00

<b>Summary</b>		
<b>TekServices Advantage Monthly Recurring</b>		<b>\$2,992.50</b>

**Advantage Detail**

- **TB DATTO LT2000**  
TekBackup Service
  - Customized Image Based Backup Solution
  - Daily Restore Points of Each Server
  - Minimum 2 Weeks of Daily Restore Point Retention
  - Backup Program Configuration and Customization
  - Backup Program Documentation
  - Backup Job Monitoring
  - Ongoing Program Optimizations
  - Proactive Failure Remediation (hourly charges may apply)
  - AES 256-bit transit encryption
  - Offsite Backup Data Replication
  
- **TekTegrityService Level Agreement:**
  - Emergency remote services (involving a mission-critical function): 1 hour
  - Emergency onsite support if remote (involving a mission-critical function): 2 hours
  - Non-critical remote or on-site support: 8 hours
  
- **Office 365 Business Premium**  
The Office suite for PC and Mac with apps for tablets and phones, plus email, instant messaging, HD video conferencing, 1 TB personal file storage and sharing.
  
- **Office 365 Business Essentials**  
Business-class email hosting with 50 GB mailbox  
Custom email domain addresses  
Web version of Outlook, Word, Excel, and PowerPoint (desktop version of apps not included)
  
- **TekServices Advantage, Per User**
  - Proactively maintaining servers to reduce the likelihood of unexpected outages
  - Hardware monitoring and alerting to proactively replace failed components
  - SQL and Exchange server patch management
  - Operating System patch management
  - Service and event log monitoring
  - Group and user account management
  - End user support portal

Management and support of user's business desktop, laptop, and mobile device including:

  - User account management and user policy enforcement
  - Microsoft Windows and Office patch management
  - Disk space, partition and usage management
  - Software deployment and license reporting
  - System audit, inventory reporting and asset management
  - Application upgrades, additions and change notifications
  - End user support portal

Management and support of email system including:

  - Maintenance updates
  - User's Exchange mailbox synchronized to all devices
  - Enhanced Spam and Malware filtering
  - Email Gateway Message Continuity

Enhanced security system on servers, workstations, and desktops

  - Sophisticated anti-virus on servers, workstations, and desktops
  - Fully Managed anti-virus protection
  - Anti-virus definition updates and full computer scans
  - OpenDNS Umbrella malware protection on workstations and desktops

-Automatic license management  
-Version upgrades included Security Awareness Training, per user -Simulated phishing campaigns for staff by department -Customized campaigns by industry and job type -Dashboard tracking and comparative analytics -Executive reporting -Online training content assignable for targeted users -Campaign coordination and customized development

Unlimited Help Desk Services

-Remote Technical Support  
-Onsite Technical Support for sites within coverage area  
-24/7 Support for Emergencies

Hardware Deployment and Related Travel billed hourly at 130/ Hour

- Office 365 Enterprise E3  
1 TB file storage and sharing  
Full Office Suite (Outlook, Word, Excel, PowerPoint, Publisher, Access, OneNote)  
Business-class email hosting with unlimited mailbox  
Custom email domain addresses  
Microsoft Team  
One license covers 5 phones, 5 tablets & 5 PCs P C's or Macs  
eDiscovery (In-place Search, Hold and Export)  
Skype for Business  
Skype Meetings Broadcast  
FastTrack  
24/7 phone & web support





5425 Hollister Ave #150, Goleta, CA 93111

805.692.6700 | sales@ciosolutions.com | www.ciosolutions.com

Acceptance

**Cambria Community Services District  
(Client)**

**CIO Solutions**

Signature \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: John Weigold

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

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Agreement Effective Date: \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/07/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Brown & Brown Insurance Services of California, Inc License #0D04053 1001 Mark Avenue, Suite 201 Carpinteria CA 93013		<b>CONTACT NAME:</b> Ruth East <b>PHONE (A/C, No, Ext):</b> (805) 965-0071 <b>E-MAIL ADDRESS:</b> reast@bbofcal.com		<b>FAX (A/C, No):</b> (805) 690-3200	
<b>INSURED</b> CIO Solutions, LP 5425 Hollister Ave., Suite 150 Santa Barbara CA 93111		<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>	
		<b>INSURER A:</b> Trumbull Insurance Company		27120	
		<b>INSURER B:</b> Hartford Casualty Insurance Company		29424	
		<b>INSURER C:</b> Travelers Companies, Inc.		058470	
		<b>INSURER D:</b> Beazley Insurance Company, Inc.			
		<b>INSURER E:</b>			
		<b>INSURER F:</b>			

**COVERAGES**

CERTIFICATE NUMBER: 20-21 GLL/BA/XS/CY/PR

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	72UUNHB6921	03/01/2020	03/01/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Employee Benefits \$ 1,000,000
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	72UUNHB6921	03/01/2020	03/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist BI- \$ 1,000,000
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> <b>EXCESS LIAB</b> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			72XHUB6967	03/01/2020	03/01/2021	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	Y	UB2N40489A2015G	03/01/2020	03/01/2021 <input checked="" type="checkbox"/> PER STATUTE E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	<b>CYBER LIABILITY</b> <b>PROFESSIONAL LIABILITY</b>			W24544190201	09/09/2019	09/09/2020	AGGREGATE 1,000,000 AGGREGATE 1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Cambria Community Services District, its officers, officials, agents, employees and volunteers are included as Additional Insureds under the General Liability per the attached form HG 00 01 09 16 and the Auto liability per the attached form HA 99 16 03 12 as required by written contract. General Liability is Primary and Non-Contributory per the attached form HG 00 01 09 16, as required by written contract. Auto Liability is Primary and Non-Contributory per the attached form HA 99 16 03 12, as required by written contract. Waiver of Subrogation applies to the Workers' Compensation per form to be issued by the carrier.

**CERTIFICATE HOLDER****CANCELLATION**

Cambria Community Services District 1316 Tamson Drive  Cambria CA 93428	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  Ruth East

© 1988-2015 ACORD CORPORATION. All rights reserved.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **COMMERCIAL AUTOMOBILE BROAD FORM ENDORSEMENT**

This endorsement modifies insurance provided under the following:

### **BUSINESS AUTO COVERAGE FORM**

To the extent that the provisions of this endorsement provide broader benefits to the "insured" than other provisions of the Coverage Form, the provisions of this endorsement apply.

#### **1. BROAD FORM INSURED**

##### **A. Subsidiaries and Newly Acquired or Formed Organizations**

The Named Insured shown in the Declarations is amended to include:

- (1) Any legal business entity other than a partnership or joint venture, formed as a subsidiary in which you have an ownership interest of more than 50% on the effective date of the Coverage Form. However, the Named Insured does not include any subsidiary that is an "insured" under any other automobile policy or would be an "insured" under such a policy but for its termination or the exhaustion of its Limit of Insurance.
- (2) Any organization that is acquired or formed by you and over which you maintain majority ownership. However, the Named Insured does not include any newly formed or acquired organization:
  - (a) That is a partnership or joint venture,
  - (b) That is an "insured" under any other policy,
  - (c) That has exhausted its Limit of Insurance under any other policy, or
  - (d) 180 days or more after its acquisition or formation by you, unless you have given us notice of the acquisition or formation.

Coverage does not apply to "bodily injury" or "property damage" that results from an "accident" that occurred before you formed or acquired the organization.

##### **B. Employees as Insureds**

Paragraph A.1. - WHO IS AN INSURED - of SECTION II - LIABILITY COVERAGE is amended to add:

- d. Any "employee" of yours while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

##### **C. Lessors as Insureds**

Paragraph A.1. - WHO IS AN INSURED - of Section II - Liability Coverage is amended to add:

- e. The lessor of a covered "auto" while the "auto" is leased to you under a written agreement if:
  - (1) The agreement requires you to provide direct primary insurance for the lessor and
  - (2) The "auto" is leased without a driver.

Such a leased "auto" will be considered a covered "auto" you own and not a covered "auto" you hire.

##### **D. Additional Insured if Required by Contract**

- (1) Paragraph A.1. - WHO IS AN INSURED - of Section II - Liability Coverage is amended to add:
  - f. When you have agreed, in a written contract or written agreement, that a person or organization be added as an additional insured on your business auto policy, such person or organization is an "insured", but only to the extent such person or organization is liable for "bodily injury" or "property damage" caused by the conduct of an "insured" under paragraphs a. or b. of Who Is An Insured with regard to the ownership, maintenance or use of a covered "auto."

The insurance afforded to any such additional insured applies only if the "bodily injury" or "property damage" occurs:

- (1) During the policy period, and
- (2) Subsequent to the execution of such written contract, and
- (3) Prior to the expiration of the period of time that the written contract requires such insurance be provided to the additional insured.

(2) How Limits Apply

If you have agreed in a written contract or written agreement that another person or organization be added as an additional insured on your policy, the most we will pay on behalf of such additional insured is the lesser of:

- (a) The limits of insurance specified in the written contract or written agreement; or
- (b) The Limits of Insurance shown in the Declarations.

Such amount shall be a part of and not in addition to Limits of Insurance shown in the Declarations and described in this Section.

(3) Additional Insureds Other Insurance

If we cover a claim or "suit" under this Coverage Part that may also be covered by other insurance available to an additional insured, such additional insured must submit such claim or "suit" to the other insurer for defense and indemnity.

However, this provision does not apply to the extent that you have agreed in a written contract or written agreement that this insurance is primary and non-contributory with the additional insured's own insurance.

(4) Duties in The Event Of Accident, Claim, Suit or Loss

If you have agreed in a written contract or written agreement that another person or organization be added as an additional insured on your policy, the additional insured shall be required to comply with the provisions in LOSS CONDITIONS 2. - DUTIES IN THE EVENT OF ACCIDENT, CLAIM, SUIT OR LOSS – OF SECTION IV – BUSINESS AUTO CONDITIONS, in the same manner as the Named Insured.

**E. Primary and Non-Contributory if Required by Contract**

Only with respect to insurance provided to an additional insured in 1.D. - Additional Insured If Required by Contract, the following provisions apply:

(3) Primary Insurance When Required By Contract

This insurance is primary if you have agreed in a written contract or written agreement that this insurance be primary. If other insurance is also primary, we will share with all that other insurance by the method described in Other Insurance 5.d.

(4) Primary And Non-Contributory To Other Insurance When Required By Contract

If you have agreed in a written contract or written agreement that this insurance is primary and non-contributory with the additional insured's own insurance, this insurance is primary and we will not seek contribution from that other insurance.

Paragraphs (3) and (4) do not apply to other insurance to which the additional insured has been added as an additional insured.

When this insurance is excess, we will have no duty to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

- (1) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and
- (2) The total of all deductible and self-insured amounts under all that other insurance.

We will share the remaining loss, if any, by the method described in Other Insurance 5.d.

**2. AUTOS RENTED BY EMPLOYEES**

Any "auto" hired or rented by your "employee" on your behalf and at your direction will be considered an "auto" you hire.

The OTHER INSURANCE Condition is amended by adding the following:

If an "employee's" personal insurance also applies on an excess basis to a covered "auto" hired or rented by your "employee" on your behalf and at your direction, this insurance will be primary to the "employee's" personal insurance.

### 3. AMENDED FELLOW EMPLOYEE EXCLUSION

EXCLUSION 5. - FELLOW EMPLOYEE - of SECTION II - LIABILITY COVERAGE does not apply if you have workers' compensation insurance in-force covering all of your "employees".

Coverage is excess over any other collectible insurance.

### 4. HIRED AUTO PHYSICAL DAMAGE COVERAGE

If hired "autos" are covered "autos" for Liability Coverage and if Comprehensive, Specified Causes of Loss, or Collision coverages are provided under this Coverage Form for any "auto" you own, then the Physical Damage Coverages provided are extended to "autos" you hire or borrow, subject to the following limit.

The most we will pay for "loss" to any hired "auto" is:

- (1) \$100,000;
- (2) The actual cash value of the damaged or stolen property at the time of the "loss"; or
- (3) The cost of repairing or replacing the damaged or stolen property,

whichever is smallest, minus a deductible. The deductible will be equal to the largest deductible applicable to any owned "auto" for that coverage. No deductible applies to "loss" caused by fire or lightning. Hired Auto Physical Damage coverage is excess over any other collectible insurance. Subject to the above limit, deductible and excess provisions, we will provide coverage equal to the broadest coverage applicable to any covered "auto" you own.

We will also cover loss of use of the hired "auto" if it results from an "accident", you are legally liable and the lessor incurs an actual financial loss, subject to a maximum of \$1000 per "accident".

This extension of coverage does not apply to any "auto" you hire or borrow from any of your "employees", partners (if you are a partnership), members (if you are a limited liability company), or members of their households.

### 5. PHYSICAL DAMAGE - ADDITIONAL TEMPORARY TRANSPORTATION EXPENSE COVERAGE

Paragraph A.4.a. of SECTION III - PHYSICAL DAMAGE COVERAGE is amended to provide a limit of \$50 per day and a maximum limit of \$1,000.

### 6. LOAN/LEASE GAP COVERAGE

Under SECTION III - PHYSICAL DAMAGE COVERAGE, in the event of a total "loss" to a covered "auto", we will pay your additional legal obligation for any difference between the actual cash value of the "auto" at the time of the "loss" and the "outstanding balance" of the loan/lease.

"Outstanding balance" means the amount you owe on the loan/lease at the time of "loss" less any amounts representing taxes; overdue payments; penalties, interest or charges resulting from overdue payments; additional mileage charges; excess wear and tear charges; lease termination fees; security deposits not returned by the lessor; costs for extended warranties, credit life Insurance, health, accident or disability insurance purchased with the loan or lease; and carry-over balances from previous loans or leases.

### 7. AIRBAG COVERAGE

Under Paragraph B. EXCLUSIONS - of SECTION III - PHYSICAL DAMAGE COVERAGE, the following is added:

The exclusion relating to mechanical breakdown does not apply to the accidental discharge of an airbag.

### 8. ELECTRONIC EQUIPMENT - BROADENED COVERAGE

a. The exceptions to Paragraphs B.4 - EXCLUSIONS - of SECTION III - PHYSICAL DAMAGE COVERAGE are replaced by the following:

Exclusions 4.c. and 4.d. do not apply to equipment designed to be operated solely by use of the power from the "auto's" electrical system that, at the time of "loss", is:

- (1) Permanently installed in or upon the covered "auto";
- (2) Removable from a housing unit which is permanently installed in or upon the covered "auto";
- (3) An integral part of the same unit housing any electronic equipment described in Paragraphs (1) and (2) above; or

- (4) Necessary for the normal operation of the covered "auto" or the monitoring of the covered "auto's" operating system.

b. Section III – Version CA 00 01 03 10 of the Business Auto Coverage Form, Physical Damage Coverage, Limit of Insurance, Paragraph C.2 and Version CA 00 01 10 01 of the Business Auto Coverage Form, Physical Damage Coverage, Limit of Insurance, Paragraph C are each amended to add the following:

\$1,500 is the most we will pay for "loss" in any one "accident" to all electronic equipment (other than equipment designed solely for the reproduction of sound, and accessories used with such equipment) that reproduces, receives or transmits audio, visual or data signals which, at the time of "loss", is:

- (1) Permanently installed in or upon the covered "auto" in a housing, opening or other location that is not normally used by the "auto" manufacturer for the installation of such equipment;
- (2) Removable from a permanently installed housing unit as described in Paragraph 2.a. above or is an integral part of that equipment; or
- (3) An integral part of such equipment.

c. For each covered "auto", should loss be limited to electronic equipment only, our obligation to pay for, repair, return or replace damaged or stolen electronic equipment will be reduced by the applicable deductible shown in the Declarations, or \$250, whichever deductible is less.

#### **9. EXTRA EXPENSE - BROADENED COVERAGE**

Under Paragraph A. - COVERAGE - of SECTION III - PHYSICAL DAMAGE COVERAGE, we will pay for the expense of returning a stolen covered "auto" to you.

#### **10. GLASS REPAIR - WAIVER OF DEDUCTIBLE**

Under Paragraph D. - DEDUCTIBLE - of SECTION III - PHYSICAL DAMAGE COVERAGE, the following is added:

No deductible applies to glass damage if the glass is repaired rather than replaced.

#### **11. TWO OR MORE DEDUCTIBLES**

Under Paragraph D. - DEDUCTIBLE - of SECTION III - PHYSICAL DAMAGE COVERAGE, the following is added:

If another Hartford Financial Services Group, Inc. company policy or coverage form that is not an automobile policy or coverage form applies to the same "accident", the following applies:

- (1) If the deductible under this Business Auto Coverage Form is the smaller (or smallest) deductible, it will be waived;
- (2) If the deductible under this Business Auto Coverage Form is not the smaller (or smallest) deductible, it will be reduced by the amount of the smaller (or smallest) deductible.

#### **12. AMENDED DUTIES IN THE EVENT OF ACCIDENT, CLAIM, SUIT OR LOSS**

The requirement in LOSS CONDITIONS 2.a. - DUTIES IN THE EVENT OF ACCIDENT, CLAIM, SUIT OR LOSS - of SECTION IV - BUSINESS AUTO CONDITIONS that you must notify us of an "accident" applies only when the "accident" is known to:

- (1) You, if you are an individual;
- (2) A partner, if you are a partnership;
- (3) A member, if you are a limited liability company; or
- (4) An executive officer or insurance manager, if you are a corporation.

#### **13. UNINTENTIONAL FAILURE TO DISCLOSE HAZARDS**

If you unintentionally fail to disclose any hazards existing at the inception date of your policy, we will not deny coverage under this Coverage Form because of such failure.

#### **14. HIRED AUTO - COVERAGE TERRITORY**

Paragraph e. of GENERAL CONDITIONS 7. - POLICY PERIOD, COVERAGE TERRITORY - of SECTION IV - BUSINESS AUTO CONDITIONS is replaced by the following:

e. For short-term hired "autos", the coverage territory with respect to Liability Coverage is anywhere in the world provided that if the "insured's" responsibility to pay damages for "bodily injury" or "property damage" is determined in a "suit," the "suit" is brought in the United States of America, the territories and possessions of the United States of America, Puerto Rico or Canada or in a settlement we agree to.

#### **15. WAIVER OF SUBROGATION**

TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US - of SECTION IV - BUSINESS AUTO CONDITIONS is amended by adding the following:

We waive any right of recovery we may have against any person or organization with whom you have a written contract that requires such waiver because of payments we make for damages under this Coverage Form.

#### **16. RESULTANT MENTAL ANGUISH COVERAGE**

The definition of "bodily injury" in SECTION V-DEFINITIONS is replaced by the following:

"Bodily injury" means bodily injury, sickness or disease sustained by any person, including mental anguish or death resulting from any of these.

#### **17. EXTENDED CANCELLATION CONDITION**

Paragraph 2. of the COMMON POLICY CONDITIONS - CANCELLATION - applies except as follows:

If we cancel for any reason other than nonpayment of premium, we will mail or deliver to the first Named Insured written notice of cancellation at least 60 days before the effective date of cancellation.

#### **18. HYBRID, ELECTRIC, OR NATURAL GAS VEHICLE PAYMENT COVERAGE**

In the event of a total loss to a "non-hybrid" auto for which Comprehensive, Specified Causes of Loss, or Collision coverages are provided under this Coverage Form, then such Physical Damage Coverages are amended as follows:

- a. If the auto is replaced with a "hybrid" auto or an auto powered solely by electricity or natural gas, we will pay an additional 10%, to a maximum of \$2,500, of the "non-hybrid" auto's actual cash value or replacement cost, whichever is less,
- b. The auto must be replaced and a copy of a bill of sale or new lease agreement received by us within 60 calendar days of the date of "loss,"

c. Regardless of the number of autos deemed a total loss, the most we will pay under this Hybrid, Electric, or Natural Gas Vehicle Payment Coverage provision for any one "loss" is \$10,000.

For the purposes of the coverage provision,

- a. A "non-hybrid" auto is defined as an auto that uses only an internal combustion engine to move the auto but does not include autos powered solely by electricity or natural gas.
- b. A "hybrid" auto is defined as an auto with an internal combustion engine and one or more electric motors; and that uses the internal combustion engine and one or more electric motors to move the auto, or the internal combustion engine to charge one or more electric motors, which move the auto.

#### **19. VEHICLE WRAP COVERAGE**

In the event of a total loss to an "auto" for which Comprehensive, Specified Causes of Loss, or Collision coverages are provided under this Coverage Form, then such Physical Damage Coverages are amended to add the following:

In addition to the actual cash value of the "auto", we will pay up to \$1,000 for vinyl vehicle wraps which are displayed on the covered "auto" at the time of total loss. Regardless of the number of autos deemed a total loss, the most we will pay under this Vehicle Wrap Coverage provision for any one "loss" is \$5,000. For purposes of this coverage provision, signs or other graphics painted or magnetically affixed to the vehicle are not considered vehicle wraps.

## SECTION II - WHO IS AN INSURED

### 1. If you are designated in the Declarations as:

- a. An individual, you and your spouse are insureds, but only with respect to the conduct of a business of which you are the sole owner.
- b. A partnership or joint venture, you are an insured. Your members, your partners, and their spouses are also insureds, but only with respect to the conduct of your business.
- c. A limited liability company, you are an insured. Your members are also insureds, but only with respect to the conduct of your business. Your managers are insureds, but only with respect to their duties as your managers.
- d. An organization other than a partnership, joint venture or limited liability company, you are an insured. Your "executive officers" and directors are insureds, but only with respect to their duties as your officers or directors. Your stockholders are also insureds, but only with respect to their liability as stockholders.
- e. A trust, you are an insured. Your trustees are also insureds, but only with respect to their duties as trustees.

### 2. Each of the following is also an insured:

#### a. Employees And Volunteer Workers

Your "volunteer workers" only while performing duties related to the conduct of your business, or your "employees", other than either your "executive officers" (if you are an organization other than a partnership, joint venture or limited liability company) or your managers (if you are a limited liability company), but only for acts within the scope of their employment by you or while performing duties related to the conduct of your business.

However, none of these "employees" or "volunteer workers" are insureds for:

- (1) "Bodily injury" or "personal and advertising injury":
  - (a) To you, to your partners or members (if you are a partnership or joint venture), to your members (if you are a limited liability company), to a co-"employee" while in the course of his or her employment or performing duties related to the conduct of your business, or to your other "volunteer workers" while performing duties related to the conduct of your business;
  - (b) To the spouse, child, parent, brother or sister of that co-"employee" or that

"volunteer worker" as a consequence of Paragraph (1)(a) above;

- (c) For which there is any obligation to share damages with or repay someone else who must pay damages because of the injury described in Paragraphs (1)(a) or (1)(b) above; or

- (d) Arising out of his or her providing or failing to provide professional health care services.

If you are not in the business of providing professional health care services:

- (a) Subparagraphs (1)(a), (1)(b) and (1)(c) above do not apply to any "employee" or "volunteer worker" providing first aid services; and

- (b) Subparagraph (1)(d) above does not apply to any nurse, emergency medical technician or paramedic employed by you to provide such services.

#### (2) "Property damage" to property:

- (a) Owned, occupied or used by,

- (b) Rented to, in the care, custody or control of, or over which physical control is being exercised for any purpose by

you, any of your "employees", "volunteer workers", any partner or member (if you are a partnership or joint venture), or any member (if you are a limited liability company).

#### b. Real Estate Manager

Any person (other than your "employee" or "volunteer worker"), or any organization while acting as your real estate manager.

#### c. Temporary Custodians Of Your Property

Any person or organization having proper temporary custody of your property if you die, but only:

- (1) With respect to liability arising out of the maintenance or use of that property; and
- (2) Until your legal representative has been appointed.

#### d. Legal Representative If You Die

Your legal representative if you die, but only with respect to duties as such. That representative will have all your rights and duties under this Coverage Part.

#### e. Unnamed Subsidiary

Any subsidiary, and subsidiary thereof, of yours which is a legally incorporated entity of which you own a financial interest of more than 50% of the voting stock on the effective date of the Coverage Part.



The insurance afforded herein for any subsidiary not named in this Coverage Part as a named insured does not apply to injury or damage with respect to which such insured is also a named insured under another policy or would be a named insured under such policy but for its termination or the exhaustion of its limits of insurance.

### 3. Newly Acquired Or Formed Organization

Any organization you newly acquire or form, other than a partnership, joint venture or limited liability company, and over which you maintain financial interest of more than 50% of the voting stock, will qualify as a Named Insured if there is no other similar insurance available to that organization. However:

- a. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier;
- b. Coverage **A** does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization; and
- c. Coverage **B** does not apply to "personal and advertising injury" arising out of an offense committed before you acquired or formed the organization.

### 4. Nonowned Watercraft

With respect to watercraft you do not own that is less than 51 feet long and is not being used to carry persons for a charge, any person is an insured while operating such watercraft with your permission. Any other person or organization responsible for the conduct of such person is also an insured, but only with respect to liability arising out of the operation of the watercraft, and only if no other insurance of any kind is available to that person or organization for this liability.

However, no person or organization is an insured with respect to:

- a. "Bodily injury" to a co-"employee" of the person operating the watercraft; or
- b. "Property damage" to property owned by, rented to, in the charge of or occupied by you or the employer of any person who is an insured under this provision.

### 5. Additional Insureds When Required By Written Contract, Written Agreement Or Permit

The following person(s) or organization(s) are an additional insured when you have agreed, in a written contract, written agreement or because of a permit issued by a state or political subdivision, that such person or organization be added as an additional insured on your policy, provided the injury or damage occurs subsequent to the execution of the contract or agreement.

A person or organization is an additional insured under this provision only for that period of time required by the contract or agreement.

However, no such person or organization is an insured under this provision if such person or organization is included as an insured by an endorsement issued by us and made a part of this Coverage Part.

#### a. Vendors

Any person(s) or organization(s) (referred to below as vendor), but only with respect to "bodily injury" or "property damage" arising out of "your products" which are distributed or sold in the regular course of the vendor's business and only if this Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products-completed operations hazard".

- (1) The insurance afforded the vendor is subject to the following additional exclusions:

This insurance does not apply to:

- (a) "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;
- (b) Any express warranty unauthorized by you;
- (c) Any physical or chemical change in the product made intentionally by the vendor;
- (d) Repackaging, except when unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;
- (e) Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;
- (f) Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of the product;
- (g) Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or

(h) "Bodily injury" or "property damage" arising out of the sole negligence of the vendor for its own acts or omissions or those of its employees or anyone else acting on its behalf. However, this exclusion does not apply to:

(i) The exceptions contained in Sub-paragraphs (d) or (f); or

(ii) Such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.

(2) This insurance does not apply to any insured person or organization, from whom you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.

#### **b. Lessors Of Equipment**

(1) Any person(s) or organization(s) from whom you lease equipment; but only with respect to their liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your maintenance, operation or use of equipment leased to you by such person(s) or organization(s).

(2) With respect to the insurance afforded to these additional insureds this insurance does not apply to any "occurrence" which takes place after the equipment lease expires.

#### **c. Lessors Of Land Or Premises**

Any person or organization from whom you lease land or premises, but only with respect to liability arising out of the ownership, maintenance or use of that part of the land or premises leased to you.

With respect to the insurance afforded these additional insureds the following additional exclusions apply:

This insurance does not apply to:

1. Any "occurrence" which takes place after you cease to lease that land; or
2. Structural alterations, new construction or demolition operations performed by or on behalf of such person or organization.

#### **d. Architects, Engineers Or Surveyors**

Any architect, engineer, or surveyor, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or

omissions of those acting on your behalf:

- (1) In connection with your premises; or
- (2) In the performance of your ongoing operations performed by you or on your behalf.

With respect to the insurance afforded these additional insureds, the following additional exclusion applies:

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of or the failure to render any professional services by or for you, including:

1. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
2. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or the failure to render any professional services by or for you.

#### **e. Permits Issued By State Or Political Subdivisions**

Any state or political subdivision, but only with respect to operations performed by you or on your behalf for which the state or political subdivision has issued a permit.

With respect to the insurance afforded these additional insureds, this insurance does not apply to:

- (1) "Bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the state or municipality; or
- (2) "Bodily injury" or "property damage" included within the "products-completed operations hazard".

#### **f. Any Other Party**

Any other person or organization who is not an additional insured under Paragraphs a. through e. above, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- (1) In the performance of your ongoing operations;

- (2) In connection with your premises owned by or rented to you; or
- (3) In connection with "your work" and included within the "products-completed operations hazard", but only if
  - (a) The written contract or agreement requires you to provide such coverage to such additional insured; and
  - (b) This Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products-completed operations hazard".

However:

- (1) The insurance afforded to such additional insured only applies to the extent permitted by law; and
- (2) If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

With respect to the insurance afforded to these additional insureds, this insurance does not apply to:

"Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including:

- (1) The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
- (2) Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or the failure to render any professional services by or for you.

The limits of insurance that apply to additional insureds is described in Section III - Limits Of Insurance.

How this insurance applies when other insurance is available to the additional insured is described in the Other Insurance Condition in Section IV - Commercial General Liability Conditions.

No person or organization is an insured with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations.

### SECTION III - LIMITS OF INSURANCE

#### 1. The Most We Will Pay

The Limits of Insurance shown in the Declarations and the rules below fix the most we will pay regardless of the number of:

- a. Insureds;
- b. Claims made or "suits" brought; or
- c. Persons or organizations making claims or bringing "suits".

#### 2. General Aggregate Limit

The General Aggregate Limit is the most we will pay for the sum of:

- a. Medical expenses under Coverage C;
- b. Damages under Coverage A, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard"; and
- c. Damages under Coverage B.

#### 3. Products-Completed Operations Aggregate Limit

The Products-Completed Operations Aggregate Limit is the most we will pay under Coverage A for damages because of "bodily injury" and "property damage" included in the "products-completed operations hazard".

#### 4. Personal And Advertising Injury Limit

Subject to 2. above, the Personal and Advertising Injury Limit is the most we will pay under Coverage B for the sum of all damages because of all "personal and advertising injury" sustained by any one person or organization.

#### 5. Each Occurrence Limit

Subject to 2. or 3. above, whichever applies, the Each Occurrence Limit is the most we will pay for the sum of:

- a. Damages under Coverage A; and
- b. Medical expenses under Coverage C because of all "bodily injury" and "property damage" arising out of any one "occurrence".

#### 6. Damage To Premises Rented To You Limit

Subject to 5. above, the Damage To Premises Rented To You Limit is the most we will pay under Coverage A for damages because of "property damage" to any one premises, while rented to you, or in the case of damage by fire, lightning or explosion, while rented to you or temporarily occupied by you with permission of the owner.

In the case of damage by fire, lightning or explosion, the Damage to Premises Rented To You Limit applies to all damage proximately caused by the same event, whether such damage results from fire, lightning or explosion or any combination of these.

#### **7. Medical Expense Limit**

Subject to **5.** above, the Medical Expense Limit is the most we will pay under Coverage **C** for all medical expenses because of "bodily injury" sustained by any one person.

#### **8. How Limits Apply To Additional Insureds**

If you have agreed in a written contract or written agreement that another person or organization be added as an additional insured on your policy, the most we will pay on behalf of such additional insured is the lesser of:

- a. The limits of insurance specified in the written contract or written agreement; or
- b. The Limits of Insurance shown in the Declarations.

Such amount shall be a part of and not in addition to Limits of Insurance shown in the Declarations and described in this Section.

The Limits of Insurance of this Coverage Part apply separately to each consecutive annual period and to any remaining period of less than 12 months, starting with the beginning of the policy period shown in the Declarations, unless the policy period is extended after issuance for an additional period of less than 12 months. In that case, the additional period will be deemed part of the last preceding period for purposes of determining the Limits of Insurance.

### **SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS**

#### **1. Bankruptcy**

Bankruptcy or insolvency of the insured or of the insured's estate will not relieve us of our obligations under this Coverage Part.

#### **2. Duties In The Event Of Occurrence, Offense, Claim Or Suit**

##### **a. Notice Of Occurrence Or Offense**

You or any additional insured must see to it that we are notified as soon as practicable of an "occurrence" or an offense which may result in a claim. To the extent possible, notice should include:

- (1) How, when and where the "occurrence" or offense took place;
- (2) The names and addresses of any injured persons and witnesses; and
- (3) The nature and location of any injury or damage arising out of the "occurrence" or offense.

#### **b. Notice Of Claim**

If a claim is made or "suit" is brought against any insured, you or any additional insured must:

- (1) Immediately record the specifics of the claim or "suit" and the date received; and
- (2) Notify us as soon as practicable.

You or any additional insured must see to it that we receive written notice of the claim or "suit" as soon as practicable.

#### **c. Assistance And Cooperation Of The Insured**

You and any other involved insured must:

- (1) Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the claim or "suit";
- (2) Authorize us to obtain records and other information;
- (3) Cooperate with us in the investigation or settlement of the claim or defense against the "suit"; and
- (4) Assist us, upon our request, in the enforcement of any right against any person or organization which may be liable to the insured because of injury or damage to which this insurance may also apply.

#### **d. Obligations At The Insureds Own Cost**

No insured will, except at that insured's own cost, voluntarily make a payment, assume any obligation, or incur any expense, other than for first aid, without our consent.

#### **e. Additional Insureds Other Insurance**

If we cover a claim or "suit" under this Coverage Part that may also be covered by other insurance available to an additional insured, such additional insured must submit such claim or "suit" to the other insurer for defense and indemnity.

However, this provision does not apply to the extent that you have agreed in a written contract or written agreement that this insurance is primary and non-contributory with the additional insured's own insurance.

#### **f. Knowledge Of An Occurrence, Offense, Claim Or Suit**

Paragraphs **a.** and **b.** apply to you or to any additional insured only when such "occurrence", offense, claim or "suit" is known to:

- (1) You or any additional insured that is an individual;
- (2) Any partner, if you or the additional insured is a partnership;

- (3) Any manager, if you or the additional insured is a limited liability company;
- (4) Any "executive officer" or insurance manager, if you or the additional insured is a corporation;
- (5) Any trustee, if you or the additional insured is a trust; or
- (6) Any elected or appointed official, if you or the additional insured is a political subdivision or public entity.

This duty applies separately to you and any additional insured.

### 3. Legal Action Against Us

No person or organization has a right under this Coverage Part:

- a. To join us as a party or otherwise bring us into a "suit" asking for damages from an insured; or
- b. To sue us on this Coverage Part unless all of its terms have been fully complied with.

A person or organization may sue us to recover on an agreed settlement or on a final judgment against an insured; but we will not be liable for damages that are not payable under the terms of this Coverage Part or that are in excess of the applicable limit of insurance. An agreed settlement means a settlement and release of liability signed by us, the insured and the claimant or the claimant's legal representative.

### 4. Other Insurance

If other valid and collectible insurance is available to the insured for a loss we cover under Coverages **A** or **B** of this Coverage Part, our obligations are limited as follows:

#### a. Primary Insurance

This insurance is primary except when **b.** below applies. If other insurance is also primary, we will share with all that other insurance by the method described in **c.** below.

#### b. Excess Insurance

This insurance is excess over any of the other insurance, whether primary, excess, contingent or on any other basis:

##### (1) Your Work

That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";

##### (2) Premises Rented To You

That is fire, lightning or explosion insurance for premises rented to you or temporarily occupied by you with permission of the owner;

### (3) Tenant Liability

That is insurance purchased by you to cover your liability as a tenant for "property damage" to premises rented to you or temporarily occupied by you with permission of the owner;

### (4) Aircraft, Auto Or Watercraft

If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion g. of Section **I** - Coverage **A** - Bodily Injury And Property Damage Liability;

### (5) Property Damage To Borrowed Equipment Or Use Of Elevators

If the loss arises out of "property damage" to borrowed equipment or the use of elevators to the extent not subject to Exclusion **j.** of Section **I** - Coverage **A** - Bodily Injury And Property Damage Liability;

### (6) When You Are Added As An Additional Insured To Other Insurance

Any other insurance available to you covering liability for damages arising out of the premises or operations, or products and completed operations, for which you have been added as an additional insured by that insurance; or

### (7) When You Add Others As An Additional Insured To This Insurance

Any other insurance available to an additional insured.

However, the following provisions apply to other insurance available to any person or organization who is an additional insured under this coverage part.

#### (a) Primary Insurance When Required By Contract

This insurance is primary if you have agreed in a written contract or written agreement that this insurance be primary. If other insurance is also primary, we will share with all that other insurance by the method described in **c.** below.

#### (b) Primary And Non-Contributory To Other Insurance When Required By Contract

If you have agreed in a written contract, written agreement, or permit that this insurance is primary and non-contributory with the additional insured's own insurance, this insurance is primary and we will not seek contribution from that other insurance.

Paragraphs (a) and (b) do not apply to other insurance to which the additional insured has been added as an additional insured.

When this insurance is excess, we will have no duty under Coverages A or B to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

- (1) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and
- (2) The total of all deductible and self-insured amounts under all that other insurance.

We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

#### c. Method Of Sharing

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

#### 5. Premium Audit

- a. We will compute all premiums for this Coverage Part in accordance with our rules and rates.
- b. Premium shown in this Coverage Part as advance premium is a deposit premium only. At the close of each audit period we will compute the earned premium for that period and send notice to the first Named Insured. The due date for audit and retrospective premiums is the date shown as the due date on the bill. If the sum of the advance and audit premiums paid for the policy period is greater than the earned premium, we will return the excess to the first Named Insured.
- c. The first Named Insured must keep records of the information we need for premium

computation, and send us copies at such times as we may request.

#### 6. Representations

##### a. When You Accept This Policy

By accepting this policy, you agree:

- (1) The statements in the Declarations are accurate and complete;
- (2) Those statements are based upon representations you made to us; and
- (3) We have issued this policy in reliance upon your representations.

##### b. Unintentional Failure To Disclose Hazards

If unintentionally you should fail to disclose all hazards relating to the conduct of your business that exist at the inception date of this Coverage Part, we shall not deny coverage under this Coverage Part because of such failure.

#### 7. Separation Of Insureds

Except with respect to the Limits of Insurance, and any rights or duties specifically assigned in this Coverage Part to the first Named Insured, this insurance applies:

- a. As if each Named Insured were the only Named Insured; and
- b. Separately to each insured against whom claim is made or "suit" is brought.

#### 8. Transfer Of Rights Of Recovery Against Others To Us

##### a. Transfer Of Rights Of Recovery

If the insured has rights to recover all or part of any payment, including Supplementary Payments, we have made under this Coverage Part, those rights are transferred to us. The insured must do nothing after loss to impair them. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce them.

##### b. Waiver Of Rights Of Recovery (Waiver Of Subrogation)

If the insured has waived any rights of recovery against any person or organization for all or part of any payment, including Supplementary Payments, we have made under this Coverage Part, we also waive that right, provided the insured waived their rights of recovery against such person or organization in a contract, agreement or permit that was executed prior to the injury or damage.

#### 9. When We Do Not Renew

If we decide not to renew this Coverage Part, we will mail or deliver to the first Named Insured shown in the Declarations written notice of the

nonrenewal not less than 30 days before the expiration date.

If notice is mailed, proof of mailing will be sufficient proof of notice.

## SECTION V - DEFINITIONS

1. **"Advertisement"** means the widespread public dissemination of information or images that has the purpose of inducing the sale of goods, products or services through:

- a. (1) Radio;
- (2) Television;
- (3) Billboard;
- (4) Magazine;
- (5) Newspaper; or
- b. Any other publication that is given widespread public distribution.

However, "advertisement" does not include:

- a. The design, printed material, information or images contained in, on or upon the packaging or labeling of any goods or products; or
  - b. An interactive conversation between or among persons through a computer network.
2. **"Advertising idea"** means any idea for an "advertisement".
3. **"Asbestos hazard"** means an exposure or threat of exposure to the actual or alleged properties of asbestos and includes the mere presence of asbestos in any form.
4. **"Auto"** means:
- a. A land motor vehicle, trailer or semitrailer designed for travel on public roads, including any attached machinery or equipment; or
  - b. Any other land vehicle that is subject to a compulsory or financial responsibility law or other motor vehicle insurance law where it is licensed or principally garaged.

However, "auto" does not include "mobile equipment".

5. **"Bodily injury"** means physical:

- a. Injury;
- b. Sickness; or
- c. Disease

sustained by a person and, if arising out of the above, mental anguish or death at any time.

6. **"Coverage territory"** means:

- a. The United States of America (including its territories and possessions), Puerto Rico and Canada;
- b. International waters or airspace, but only if the injury or damage occurs in the course of travel or transportation between any places included in a. above; or

c. All other parts of the world if the injury or damage arises out of:

- (1) Goods or products made or sold by you in the territory described in a. above;
- (2) The activities of a person whose home is in the territory described in a. above, but is away for a short time on your business; or
- (3) "Personal and advertising injury" offenses that take place through the Internet or similar electronic means of communication

provided the insured's responsibility to pay damages is determined in the United States of America (including its territories and possessions), Puerto Rico or Canada, in a "suit" on the merits according to the substantive law in such territory or in a settlement we agree to.

7. **"Employee"** includes a "leased worker". "Employee" does not include a "temporary worker".

8. **"Employment-Related Practices"** means:

- a. Refusal to employ that person;
- b. Termination of that person's employment; or
- c. Employment-related practices, policies, acts or omissions, such as coercion, demotion, evaluation, reassignment, discipline, defamation, harassment, humiliation, discrimination or malicious prosecution directed at that person.

9. **"Executive officer"** means a person holding any of the officer positions created by your charter, constitution, by-laws or any other similar governing document.

10. **"Hostile fire"** means one which becomes uncontrollable or breaks out from where it was intended to be.

11. **"Impaired property"** means tangible property, other than "your product" or "your work", that cannot be used or is less useful because:

- a. It incorporates "your product" or "your work" that is known or thought to be defective, deficient, inadequate or dangerous; or
- b. You have failed to fulfill the terms of a contract or agreement;

if such property can be restored to use by the repair, replacement, adjustment or removal of "your product" or "your work", or your fulfilling the terms of the contract or agreement.

12. **"Insured contract"** means:

- a. A contract for a lease of premises. However, that portion of the contract for a lease of premises that indemnifies any person or organization for damage by fire, lightning or explosion to premises while rented to you or temporarily occupied by you with permission of the owner is subject to the Damage to

Premises Rented To You Limit described in Section III - Limits of Insurance;

- b. A sidetrack agreement;
- c. Any easement or license agreement, including an easement or license agreement in connection with construction or demolition operations on or within 50 feet of a railroad;
- d. An obligation, as required by ordinance, to indemnify a municipality, except in connection with work for a municipality;
- e. An elevator maintenance agreement;
- f. That part of any other contract or agreement pertaining to your business (including an indemnification of a municipality in connection with work performed for a municipality) under which you assume the tort liability of another party to pay for "bodily injury" or "property damage" to a third person or organization, provided the "bodily injury" or "property damage" is caused, in whole or in part, by you or by those acting on your behalf. Tort liability means a liability that would be imposed by law in the absence of any contract or agreement.

Paragraph f. includes that part of any contract or agreement that indemnifies a railroad for "bodily injury" or "property damage" arising out of construction or demolition operations, within 50 feet of any railroad property and affecting any railroad bridge or trestle, tracks, road-beds, tunnel, underpass or crossing.

However, Paragraph f. does not include that part of any contract or agreement:

- (1) That indemnifies an architect, engineer or surveyor for injury or damage arising out of:
  - (a) Preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
  - (b) Giving directions or instructions, or failing to give them, if that is the primary cause of the injury or damage; or
- (2) Under which the insured, if an architect, engineer or surveyor, assumes liability for an injury or damage arising out of the insured's rendering or failure to render professional services, including those listed in (1) above and supervisory, inspection, architectural or engineering activities.

**13. "Leased worker"** means a person leased to you by a labor leasing firm under an agreement between you and the labor leasing firm, to perform duties related to the conduct of your business. "Leased worker" does not include a "temporary worker".

**14. "Loading or unloading"** means the handling of property:

- a. After it is moved from the place where it is accepted for movement into or onto an aircraft, watercraft or "auto";
- b. While it is in or on an aircraft, watercraft or "auto"; or
- c. While it is being moved from an aircraft, watercraft or "auto" to the place where it is finally delivered;

but "loading or unloading" does not include the movement of property by means of a mechanical device, other than a hand truck, that is not attached to the aircraft, watercraft or "auto".

**15. "Mobile equipment"** means any of the following types of land vehicles, including any attached machinery or equipment:

- a. Bulldozers, farm machinery, forklifts and other vehicles designed for use principally off public roads;
- b. Vehicles maintained for use solely on or next to premises you own or rent;
- c. Vehicles that travel on crawler treads;
- d. Vehicles, whether self-propelled or not, maintained primarily to provide mobility to permanently mounted:
  - (1) Power cranes, shovels, loaders, diggers or drills; or
  - (2) Road construction or resurfacing equipment such as graders, scrapers or rollers;
- e. Vehicles not described in a., b., c. or d. above that are not self-propelled and are maintained primarily to provide mobility to permanently attached equipment of the following types:
  - (1) Air compressors, pumps and generators, including spraying, welding, building cleaning, geophysical exploration, lighting and well servicing equipment; or
  - (2) Cherry pickers and similar devices used to raise or lower workers;
- f. Vehicles not described in a., b., c. or d. above maintained primarily for purposes other than the transportation of persons or cargo.

However, self-propelled vehicles with the following types of permanently attached equipment are not "mobile equipment" but will be considered "autos":

- (1) Equipment designed primarily for:
  - (a) Snow removal;
  - (b) Road maintenance, but not construction or resurfacing; or
  - (c) Street cleaning;



- (2) Cherry pickers and similar devices mounted on automobile or truck chassis and used to raise or lower workers; and
- (3) Air compressors, pumps and generators, including spraying, welding, building cleaning, geophysical exploration, lighting and well servicing equipment.

However, "mobile equipment" does not include any land vehicle that is subject to a compulsory or financial responsibility law or other motor vehicle insurance law where it is licensed or principally garaged. Land vehicles subject to a compulsory or financial responsibility law or other motor vehicle insurance law are considered "autos".

**16. "Occurrence"** means an accident, including continuous or repeated exposure to substantially the same general harmful conditions.

**17. "Personal and advertising injury"** means injury, including consequential "bodily injury", arising out of one or more of the following offenses:

- a. False arrest, detention or imprisonment;
- b. Malicious prosecution;
- c. The wrongful eviction from, wrongful entry into, or invasion of the right of private occupancy of a room, dwelling or premises that a person or organization occupies, committed by or on behalf of its owner, landlord or lessor;
- d. Oral, written or electronic publication, in any manner, of material that slanders or libels a person or organization or disparages a person's or organization's goods, products or services;
- e. Oral, written or electronic publication, in any manner, of material that violates a person's right of privacy;
- f. Copying, in your "advertisement", a person's or organization's "advertising idea" or style of "advertisement"; or
- g. Infringement of copyright, slogan, or title of any literary or artistic work, in your "advertisement".

**18. "Pollutants"** mean any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapor, soot, fumes, acids, alkalis, chemicals and waste. Waste includes materials to be recycled, reconditioned or reclaimed.

**19. "Products-completed operations hazard":**

- a. Includes all "bodily injury" and "property damage" occurring away from premises you own or rent and arising out of "your product" or "your work" except:
  - (1) Products that are still in your physical possession; or

(2) Work that has not yet been completed or abandoned. However, "your work" will be deemed completed at the earliest of the following times:

- (a) When all of the work called for in your contract has been completed.
- (b) When all of the work to be done at the job site has been completed if your contract calls for work at more than one job site.
- (c) When that part of the work done at a job site has been put to its intended use by any person or organization other than another contractor or subcontractor working on the same project.

Work that may need service, maintenance, correction, repair or replacement, but which is otherwise complete, will be treated as completed.

b. Does not include "bodily injury" or "property damage" arising out of:

- (1) The transportation of property, unless the injury or damage arises out of a condition in or on a vehicle not owned or operated by you, and that condition was created by the "loading or unloading" of that vehicle by any insured;
- (2) The existence of tools, uninstalled equipment or abandoned or unused materials; or
- (3) Products or operations for which the classification, listed in the Declarations or in a policy Schedule, states that products-completed operations are subject to the General Aggregate Limit.

**20. "Property damage"** means:

- a. Physical injury to tangible property, including all resulting loss of use of that property. All such loss of use shall be deemed to occur at the time of the physical injury that caused it; or
- b. Loss of use of tangible property that is not physically injured. All such loss of use shall be deemed to occur at the time of the "occurrence" that caused it.

As used in this definition, computerized or electronically stored data, programs or software are not tangible property. Electronic data means information, facts or programs:

- a. Stored as or on;
  - b. Created or used on; or
  - c. Transmitted to or from;
- computer software, including systems and applications software, hard or floppy disks, CD-

ROMS, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.

**21. "Suit"** means a civil proceeding in which damages because of "bodily injury", "property damage" or "personal and advertising injury" to which this insurance applies are alleged. "Suit" includes:

- a. An arbitration proceeding in which such damages are claimed and to which the insured must submit or does submit with our consent; or
- b. Any other alternative dispute resolution proceeding in which such damages are claimed and to which the insured submits with our consent.

**22. "Temporary worker"** means a person who is furnished to you to substitute for a permanent "employee" on leave or to meet seasonal or short-term workload conditions.

**23. "Volunteer worker"** means a person who

- a. Is not your "employee";
- b. Donates his or her work;
- c. Acts at the direction of and within the scope of duties determined by you; and
- d. Is not paid a fee, salary or other compensation by you or anyone else for their work performed for you.

**24. "Your product":**

a. Means:

- (1) Any goods or products, other than real property, manufactured, sold, handled, distributed or disposed of by:
  - (a) You;
  - (b) Others trading under your name; or
  - (c) A person or organization whose business or assets you have acquired; and
- (2) Containers (other than vehicles), materials, parts or equipment furnished in connection with such goods or products.

b. Includes

- (1) Warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of "your product"; and
- (2) The providing of or failure to provide warnings or instructions.

c. Does not include vending machines or other property rented to or located for the use of others but not sold.

**25. "Your work":**

a. Means:

- (1) Work or operations performed by you or on your behalf; and
- (2) Materials, parts or equipment furnished in connection with such work or operations.

b. Includes

- (1) Warranties or representations made at any time with respect to the fitness, quality, durability, performance or use of "your work", and
- (2) The providing of or failure to provide warnings or instructions.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO.

**6.D.**

FROM: John F. Weigold IV, General Manager

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Meeting Date: June 18, 2020      Subject:      CONSIDERATION OF RESOLUTION  
 28-2020 REQUESTING CONSOLIDATION  
 OF THE CCSD 2020 BIENNIAL ELECTION  
 WITH THE NOVEMBER 3, 2020  
 CONSOLIDATED GENERAL ELECTION

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**RECOMMENDATIONS**

Staff recommends that the Board of Directors adopt Resolution 28-2020 requesting that the CCSD 2020 Biennial Election be consolidated with the November 3, 2020 Consolidated General Election for San Luis Obispo County.

**FISCAL IMPACT**

Consolidating the CCSD's election with other elections significantly reduces the CCSD's cost to print the ballot. The estimated cost is \$11,000.

**DISCUSSION:**

There will be three vacant positions with the CCSD Board of Directors that will be filled during the November 3, 2020 General Election. President Harry Farmer's and Director Amanda Rice's terms will expire on December 4, 2020; the individuals elected to those positions will serve four-year terms beginning December 2020 and ending December 2024. Director David Pierson was appointed to fill the remainder of the second half of former Director Greg Sanders' term, which will expire on December 4, 2020. The individual elected to that position will serve a four-year term beginning December 2020 and ending December 2024.

In connection with this election, the items listed below must be acted upon by the Board of Directors and submitted to the County of San Luis Obispo. Items 1 and 2 must be filed with the County of San Luis Obispo by Wednesday, July 1, 2020 and item 3 must be filed with the County of San Luis Obispo no later than Friday, August 7, 2020.

1. Notice to County Elections Official – Elective Offices
2. A map of our district's boundaries
3. A Resolution by the Board of Directors requesting consolidation with the November 3, 2020 Consolidated General Election.

Attachments: Resolution 28-2020

4/29/2020 County of San Luis Obispo Office of the Clerk-Recorder Letter  
 CCSD District Boundaries Map

## RESOLUTION 28-2020

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
CAMBRIA COMMUNITY SERVICES DISTRICT  
REQUESTING CONSOLIDATION OF THE CCSD BIENNIAL ELECTION WITH THE  
NOVEMBER 3, 2020 CONSOLIDATED GENERAL ELECTION

WHEREAS, an election shall be conducted on November 3, 2020 for the Cambria Community Services District ("District") pursuant to the Uniform District Election Law commencing with Elections Code §10500 for the purpose of the election of three (3) Directors; and

WHEREAS, pursuant to Elections Code §§10403 and 10555, said election may be consolidated with any other election; and

WHEREAS, it is desirable that the General District Election be consolidated with the Consolidated General Election to be held on the same date and that within the District the precincts, polling places and election officers of the two elections be the same, and that the County Elections Division of the County of San Luis Obispo canvass the returns of the General District Election and the election be held in all respects as if there were only one election.

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

1. That pursuant to the requirements of Sections 10403 and 10555 of the Election Code, the Board of Supervisors of the County of San Luis Obispo is hereby requested to consent and agree to the consolidation of a General District Election with the Consolidated General Election on Tuesday, November 3, 2020, for the purpose of the election of three (3) Directors.
2. That the Elections Division of the County Clerk-Recorder's Office is authorized to canvass the returns of the General District Election. The election shall be held in all respects as if there were only one election, and only one form of ballot shall be used. The election will be held and conducted in accordance with the provisions of law regulating the Consolidated General Election.
3. That the Board of Supervisors is requested to issue instructions to the Elections Division of the County Clerk-Recorder's Office to take any and all steps necessary for the holding of the consolidated election.
4. The Board of Directors agrees to reimburse the County of San Luis Obispo in full for services performed relating to this election upon presentation of a bill.
5. That the Deputy District Clerk is hereby directed to file a certified copy of this Resolution with the Board of Supervisors and the Elections Division of the San Luis Obispo County Clerk-Recorder's Office.

By unanimous vote on the motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_ Resolution No. 28-2020 is hereby adopted this 18<sup>th</sup> day of June, 2020.

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Harry Farmer  
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Haley Dodson  
Deputy District Clerk

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



**COUNTY OF SAN LUIS OBISPO  
OFFICE OF THE CLERK-RECORDER**

*Tommy Gong - County Clerk Recorder*

April 29, 2020

Cambria Community Services District  
P.O. Box 65  
Cambria, CA 93428



Dear District Secretary:

Pursuant to California Elections Code Section 1303(b), your district's biennial election will be held on Tuesday, November 3, 2020. In connection with this election the items listed below must be acted upon by the district board of directors and submitted to our office by the deadlines set in accordance with the enclosed Calendar of Events.

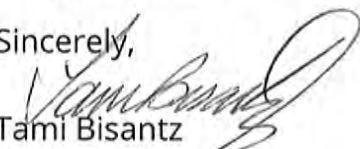
1. Notice to County Elections Official - Elective Offices to be Filled (enclosed)
2. A map of your district's boundaries (even if they have not changed)
3. A resolution by the board of directors requesting consolidation with the November 3, 2020, Consolidated General Election (sample enclosed)

To prepare for the nomination period, Items 1 and 2 above must be filed with our office by **Wednesday, July 1, 2020**. Item 3 above shall be filed with our office no later than **Friday, August 7, 2020**; however, if possible, it would be appreciated if your resolution could be submitted by July 24, 2020. If you are planning on putting a measure on the ballot, along Cambria, CA 93428 with the offices to be filled, please contact our office immediately.

Included is a list of the terms which are to be filled at the upcoming election according to our records. Please review your district's information and notify us immediately if this information is incorrect.

Thank you in advance for your cooperation for providing the required information in a timely manner.

Sincerely,

  
Tami Bisantz  
Division Supervisor



# Incumbent List by District

## District Range: CS26 to CS26

Incumbent

Regular & Alt  
Phone Numbers

Term of  
Office

Begin & End  
Term Dates

### CS26 Cambria Community Services District

#### 4230 Cambria Community Services District DIRECTOR

<b>4230 - 1</b>	<b>Amanda Christine Rice</b>		(805)927-4191	Incumbent - Elect.....	No	4	- 12/04/2020
<i>Res Addr:</i>	1361 Haddon Dr	<i>Mail Addr:</i>	Po Box 1527	Residence County.....	Yes		
	Cambria Ca 93428		Cambria Ca 93428	Appointed/Elected.....	Elected		
				Party.....	No Party Preference		
				Incumbent Vacated.....	No		
				directrice.ccsd@gamil.com			

<b>4230 - 2</b>	<b>Harry Nicetude Farmer</b>			Incumbent - Elect.....	No	4	- 12/04/2020
<i>Res Addr:</i>	1600 Burton Dr	<i>Mail Addr:</i>	Po Box 534	Residence County.....	Yes		
	Cambria Ca 93428		Cambria Ca 93428	Appointed/Elected.....	Elected		
				Party.....	No Party Preference		
				Incumbent Vacated.....	No		
				harry@hfastrologer.com			

Remarks: CONF #(805) 801-1305

<b>4230 - 3</b>	<b>David Alexander Pierson</b>		(805)203-5628	Incumbent - Elect.....	No	4	- 12/04/2020
<i>Res Addr:</i>	679 Orlando Dr	<i>Mail Addr:</i>		Residence County.....	Yes		
	Cambria Ca 93428			Appointed/Elected.....	Appointed In Lieu		
				Party.....	No Party Preference		
				Incumbent Vacated.....	No		

Remarks: Short Term All in General 2018. Next Election 2020

#### 4235 Cambria Community Services District DIRECTOR

<b>4235 - 4</b>	<b>Donn W Howell</b>		(805)705-1478	Incumbent - Elect.....	No	4	- 12/02/2022
<i>Res Addr:</i>	2199 Oxford Ave	<i>Mail Addr:</i>	(805)924-1116	Residence County.....	Yes		
	Cambria Ca 93428			Appointed/Elected.....	Elected		
				Party.....	Democratic		
				Incumbent Vacated.....	No		
				donn.howell@gmail.com			

<b>4235 - 5</b>	<b>Cynthia D Steidel</b>			Incumbent - Elect.....	No	4	- 12/02/2022
<i>Res Addr:</i>	320 Jean St	<i>Mail Addr:</i>		Residence County.....	Yes		
	Cambria Ca 93428			Appointed/Elected.....	Elected		
				Party.....	Democratic		
				Incumbent Vacated.....	No		
				CMHUNDEL@AOL.COM			

Total Incumbents: 5

**NOTICE TO COUNTY ELECTIONS OFFICIAL  
 ELECTIVE OFFICES TO BE FILLED, MAP OF DISTRICT BOUNDARIES,  
 PAYMENT OF CANDIDATE STATEMENT OF QUALIFICATIONS**  
 Elections Code §10509 & 10522

\_\_\_\_\_

Name of District

TO THE COUNTY ELECTIONS OFFICIAL OF SAN LUIS OBISPO COUNTY:

1. Notice is hereby given that the elective offices of the district to be filled at the Consolidated General Election on November 3, 2020, are as follows:

<b>NUMBER OF DIRECTORS TO BE ELECTED OFFICE</b>	<b>TERM OF</b>
---	----------------

_____	Four Year Term
_____	Two Year Term

Name of Elected officials whose term will be expiring.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. The qualifications of a nominee and of an elective office of the District are as follows:

SHALL BE A REGISTERED ELECTOR RESIDING IN THE DISTRICT

3. Pursuant to Elections Code §10522, a map showing the boundaries of the district is attached.

Have the boundaries changed since 2018?

**YES** \_\_\_\_\_ **NO** \_\_\_\_\_

4. Please indicate whether the DISTRICT or the CANDIDATE will pay for the printing and handling of the Statement of Qualifications, per Elections Code §13307

**DISTRICT** \_\_\_\_\_ **CANDIDATE** \_\_\_\_\_

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_



(SAMPLE RESOLUTION)

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE

\_\_\_\_\_  
(NAME OF DISTRICT)

REQUESTING CONSOLIDATION OF THEIR BIENNIAL ELECTION WITH THE

NOVEMBER 3, 2020 CONSOLIDATED GENERAL ELECTION

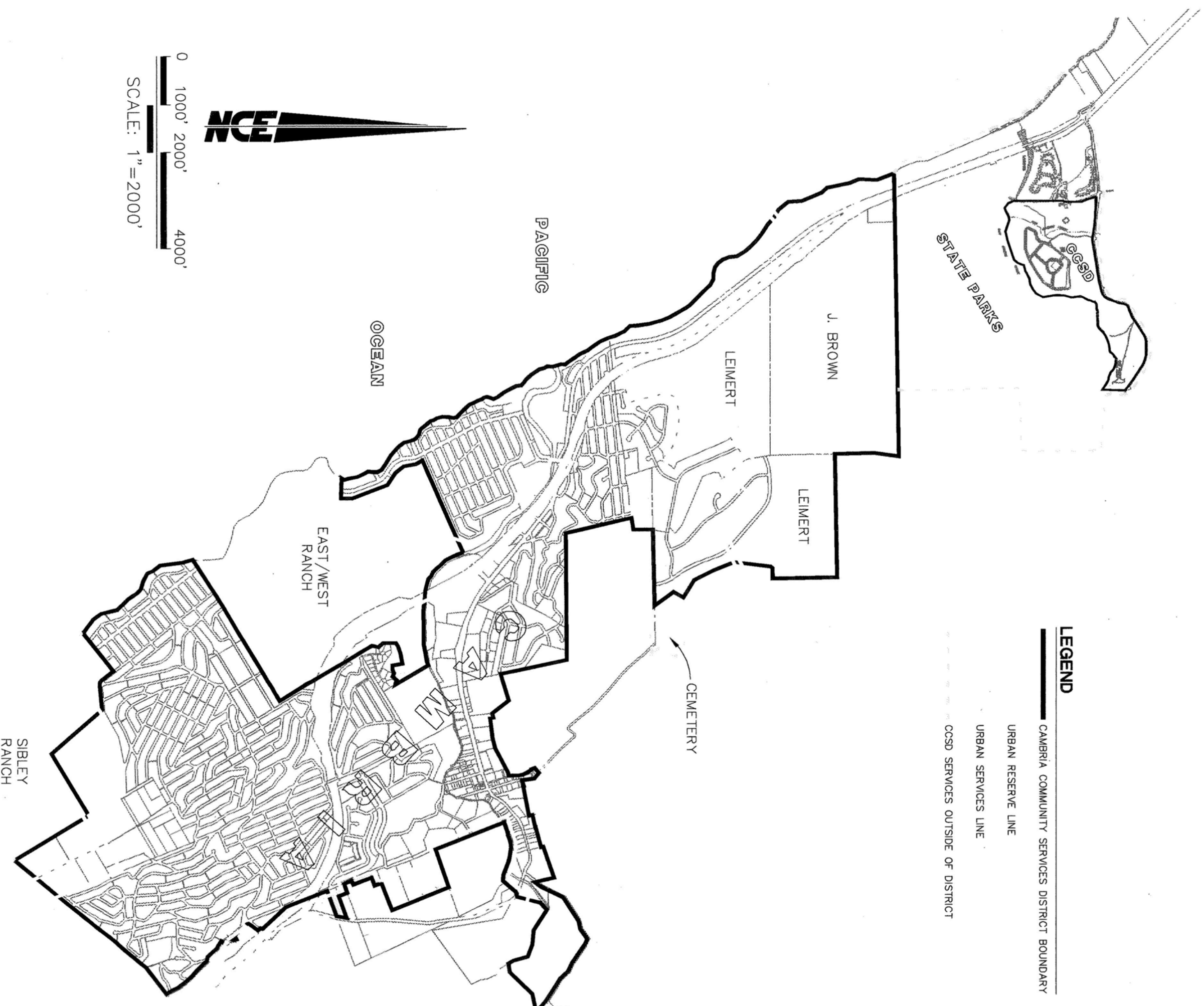
WHEREAS, an election shall be conducted on November 3, 2020 for this district pursuant to the Uniform District Election Law commencing with Elections Code §10500; and

WHEREAS, pursuant to Elections Code §10555, said election may be consolidated with any other election pursuant to Part 3 (commencing with Section 10400); and

WHEREAS, the Board of Directors requests the San Luis Obispo County Board of Supervisors consolidate this District's General District Election with any other election which may be held on the same day.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors as follows: The Board of Supervisors of San Luis Obispo County is hereby requested to consolidate the General District Election of this district to be held on November 3, 2020, with all other elections held on the same date. This request is made pursuant to Elections Code § 10555 and 10400, et seq. The Board of Directors agrees to reimburse, upon presentation of a bill, the County of San Luis Obispo in full for services performed relating to this election.

# CCSD BOUNDARY & S.L.O. CO. PLANNING LINES



PREPARED BY:

**NCE**  
NORTH COAST ENGINEERING INC.

TO: Board of Directors

AGENDA NO. 7.A.

FROM: John F. Weigold IV, General Manager  
Pamela Duffield, Finance Manager

---

Meeting Date: June 18, 2020                      Subject: PUBLIC HEARING TO DISCUSS AND CONSIDER ADOPTION OF RESOLUTION 29-2020 APPROVING THE CCSD PRELIMINARY BUDGET FOR FISCAL YEAR 2020-2021 AND ADOPTION OF RESOLUTION 30-2020 ESTABLISHING THE FISCAL YEAR 2020-2021 APPROPRIATIONS LIMIT

---

**RECOMMENDATIONS:**

Staff recommends the Board discuss and consider adoption of Resolution 29-2020 approving the CCSD Preliminary Budget for FY 2020-2021, adoption of Resolution 30-2020 establishing the FY 2020-2021 appropriations limit and provide direction to staff as deemed appropriate.

**FISCAL IMPACT:**

The FY 2020-2021 Preliminary Budget would authorize total Revenue Projections, Expenditure Authorities, and changes to the General Fund, Water, SWF and Wastewater Fund balances as shown below:

The overall fiscal impact to the General Fund is a deficit of \$17,848 and is calculated as follows:

Fire	(\$118,640)
Facilities & Resources	(\$58,086)
Administration	\$158,877
<u>PROS</u>	<u>\$0</u>
Total	<u>(\$ 17,848)</u>

The overall fiscal impact to the Enterprise Funds is a surplus of \$261,503 and is calculated as follows:

Water	\$523,975
SWF	\$132,765
SWF-Capital	(\$395,237)
<u>Wastewater</u>	<u>\$0</u>
Total	<u>\$261,503</u>

The specific detail for each fund’s surplus or deficit is discussed in detail in Attachment A and will be discussed by staff during the budget presentation.

**DISCUSSION:**

Adoption of a budget is one of the most important actions taken by the Board of Directors. It establishes the District’s direction for the near term, and to some extent these decisions also

have long term implications. The budget is the District's financial work plan, translated in expenditures, supported by revenues. The budget establishes the priorities of the District for the fiscal year.

### FY 2020-2021 Preliminary Budget

The Preliminary Budget includes several components:

- Narrative – The narrative is an in-depth review of each departmental budget within the associated fund. Revenue sources and expenditure requests are discussed, along with significant budget items, trade-offs and goals/objectives/plans.
- Preliminary Budget – The preliminary budget includes department and fund level summaries and detailed line items for all revenues and expenses.
- Administrative Overhead Allocation - The administrative overhead allocation assumes recovery of 100% of administrative costs. The different types of expenses are recovered at different percentages to each department and associated fund.
- Salary Schedule – The salary schedule is inclusive of all current CCSD staff, includes three staffing change requests; Clerical Assistant from part-time to full-time, Management Analyst reclassified to Program Manager and Administrative Technician II from limited term to full-time. In addition to the salary schedule, a position allocation list (PAL) is being provided which details the change in staffing from FY 2019-2020 to FY 2020-2021.
- Organizational Chart – The organizational charts represent the current and proposed reporting structures of CCSD which are funded in the preliminary budget. Existing staff positions, vacant positions, as well as new staff requests are included in this illustration.
- Capital Improvement Projects (CIP) – Water, SWF and Wastewater CIP priority listings are included.
- Unfunded Budget Requests – The Board is being provided a list of each department's budget request, plus the amount that was funded or not funded. It is important for department managers to continue to request items needed to continue to providing service to residents and also important for the Board and the community to be aware of funding shortfalls and the associated impacts of these unfunded requests.

During the past fiscal year, staff has continued to review and discuss the CIP priority listings with the Resource & Infrastructure Committee, and reviewed the current fiscal year budget and the request for budget adjustments with the Finance Committee. The Finance Committee reviewed the FY 2020-2021 Preliminary Budget on June 4, 2020 and recommended approval with a 5-0 vote. Staff and both Committees recommend approval of the FY 2020-2021 Preliminary Budget and Resolution 29-2020.

### Establishing the FY 2020-2021 Appropriations Limit –

Annually, the CCSD is required to calculate the expenditure appropriations limit from tax proceeds to determine compliance with Propositions 4 (Gann Initiative) and 111 (Spending Limitation Act of 1990). This calculation is based on the previous year's appropriations limit multiplied by the per capita personal income percentage change and multiplied again by the population percentage change. The State Department of Finance provides both the population change and the per capita personal income change for the previous fiscal year.

The CCSD is responsible for dividing revenues between tax and non-tax and applying the formula to the cumulative appropriations limit. For Fiscal Year 2020-2021, the appropriations limit has been calculated to be \$3,206,651.

This calculation means that the CCSD cannot receive more than \$3,203,651 in tax-based revenues in Fiscal Year 2020-2021. The estimated tax-based revenues for Fiscal Year 2020-2021 have been calculated to be \$2,603,049, approximately \$603,602 less than the appropriations limit. Therefore, the CCSD is in compliance with Article XIII B of the California Constitution and staff recommends approval of Resolution 30-2020.

Attachments: Resolution 29-2020

Resolution 30-2020 and Exhibit A

Attachment 1 – CCSD Preliminary Budget FY 2020/2021

RESOLUTION 29-2020  
JUNE 18, 2020

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT  
APPROVING THE PRELIMINARY CCSD BUDGET FOR FISCAL YEAR 2020/2021

WHEREAS, the General Manager has submitted for consideration the Preliminary Cambria Community Services District (CCSD) Fiscal Year (FY) 2020/2021 Budget; and

WHEREAS, the draft Preliminary CCSD FY 2020/2021 Budget was introduced during a public hearing on June 18, 2020, and all persons were given an opportunity to be heard and their suggestions carefully considered; and

WHEREAS, a public hearing on August 20, 2020, on the Final CCSD FY 2020/2021 Budget is duly scheduled, will be advertised, and held, and all persons will be given an opportunity to be heard and their suggestions carefully considered.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors has reviewed the Preliminary CCSD FY 2020/2021 Budget for the period from July 1, 2020 through June 30, 2021, and hereby finds that the Budget is a sound plan for financing and expenditure control of required CCSD operations and services, and said Budget is hereby approved.

BE IT FURTHER RESOLVED that the Board of Directors is aware of the potential that events beyond control of the CCSD could substantially reduce CCSD revenues and/or increase expenditures. Therefore, the General Manager may temporarily suspend the expenditure of funds within the adopted Budget if in his judgment such temporary suspension is necessary to protect the CCSD's financial position and the impact of such a temporary suspension on CCSD operations will not be substantially detrimental to CCSD services. The General Manager is directed to administer the business operations of the CCSD as called for in the Operating Budget for FY 2020/2021 and as modified by any such temporary expenditure suspension. The General Manager is further directed to report back to the CCSD Board of Directors, as necessary, with recommendations for revision of the Budget when, and if, Budget impacts are known, and specific CCSD program or service level adjustments can be formulated.

BE IT FURTHER RESOLVED that the CCSD Board of Directors hereby directs the General Manager to levy and collect special assessments and other fees as duly approved by the Board and to administer and expend the tax proceeds in accordance with the enabling legislation.

On the motion of Director \_\_\_\_\_, seconded by Director

\_\_\_\_\_, and the following roll call vote, to wit:

AYES:

NAYS:

ABSENT:

PASSED AND ADOPTED this 18<sup>th</sup> day of June, 2020.

\_\_\_\_\_  
Harry Farmer, President  
Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Haley Dodson, Deputy District Clerk

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

RESOLUTION 30-2020  
June 18, 2020

A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE CAMBRIA COMMUNITY SERVICES DISTRICT  
ADOPTING A TAX PROCEEDS EXPENDITURE  
APPROPRIATIONS LIMIT FOR FISCAL YEAR 2020/2021

WHEREAS, Government Code Sections 7900 et seq. provide for the effective and efficient implementation of Article XIII B of the California Constitution; and

WHEREAS, Government Code Sections 7900 et seq. provide that each year, the governing body of each local agency shall, by resolution, establish the tax proceeds expenditure appropriations limit.

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

The appropriations limit for Fiscal Year 2020/2021 is hereby established at Three Million Two Hundred Six Thousand Six Hundred Fifty-One Dollars (\$3,206,651).

Documentation used in the determination of the tax proceeds expenditure appropriations limit is attached hereto as Exhibit "A," and incorporated herein by this reference.

This Resolution is effective upon adoption.

PASSED AND ADOPTED THIS 18<sup>th</sup> day of June, 2020.

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Harry Farmer, President  
Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Haley Dodson, Deputy District Clerk

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



**Exhibit A to Resolution 30-2020**

**CAMBRIA COMMUNITY SERVICES DISTRICT  
2020-2021 APPROPRIATIONS LIMIT  
AND BUDGETED APPROPRIATIONS SUBJECT TO LIMIT**

## 2019-2020 APPROPRIATIONS COMPARISON

Limit for 2019-2020	\$ 3,104,071
Budgeted Appropriations Subject to Limitation	<u>2,525,749</u>
Amount Under Limit	<u>\$ 578,322</u>

## 2020-2021 APPROPRIATIONS LIMIT CALCULATION

Consumer Price Index & Population Ratio (Unincorporated SLO County):		
Per Capita Cost of Living Increase:	3.730%	
Converted to Ratio		1.0373
Population Increase:	<u>-0.410%</u>	
Converted to Ratio		<u>0.9959</u>
Calculation of Factor		1.0330
2020-2021 Limit: 1.0330 X \$3,104,071=	\$ 3,206,651	

## 2020-2021 BUDGETED APPROPRIATIONS SUBJECT TO LIMITATION

Secured and Unsecured Taxes	\$ 2,588,675
Special District Augmentation Fund	0
Home Owner Property Tax Relief	<u>14,374</u>
Total	<u>\$ 2,603,049</u>

## 2020-2021 APPROPRIATIONS COMPARISON

Limit for FY 2020-2021	\$ 3,206,651
Budgeted Appropriations Subject to Limitation	<u>2,603,049</u>
Amount Under Limit	<u>\$ 603,602</u>

**CAMBRIA COMMUNITY SERVICES DISTRICT  
PRELIMINARY BUDGET  
FISCAL YEAR 2020-2021**

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## Summary

The Cambria Community Services District (CCSD) preliminary budget for fiscal year (FY) 2020-2021 has been prepared reflecting several actions that have been approved by the Board of Directors during the current fiscal year. Those actions include approval of increases in customer rates and charges for enterprise funds, budget policies, goals for calendar year 2020, and guidance from standing committees covering numerous details associated with the CCSD's finances, operations and capital projects and policies.

Overall, the District's financial condition is improving as a result of the enterprise fund rate increases approved on October 4, 2018, as well as from the District's efforts in fiscal conservation and through the creation of operational efficiencies leveraging technology and updated policies and procedures. The revenue increases provide the District with the ability to cover the cost of providing water and wastewater services and to begin implementation of multi-year capital improvement projects. On May 23, 2019, the Board of Directors approved the second phase of rate increases, effective July 1, 2019. On May 21, 2020, the Board of Directors approved the third and final phase of the rate increases, opting to delay the July 1, 2020 increase until September 1, 2020, due to the economic environment related to the COVID-19 pandemic. These rate increases which were prescribed in Resolution 27-2018 adopted on October 4, 2018 but were not automatic. Additional details associated with enterprise fund activities, including recommendations of the CCSD standing committees guiding the preparation of the preliminary budget are provided in subsequent sections of this report.

While the preliminary budget includes revenues and expenditure plans for FY 2020-2021, it does not include reserves since those are incorporated at the time that the Final Budget is considered by the Board. The prescribed timing of the final budget, which is established by Government Code Section 61110, provides staff the opportunity to perform year-end accounting closure procedures for the CCSD balance sheet in determining the current year's ending reserve balances which are also the beginning reserve balances for FY 2020-2021. Since the District is currently working on the FY 2018-2019 audit, the reserve balances incorporated into the FY 2020-2021 will be staffs' best unaudited estimates for the final budget. Interfund loans are likely the most significant issues that may affect balance sheets and reserves. Based on existing Board direction, staff will continue discussions related to interfund loans with both the Finance Standing Committee and the Board.

Service levels in the CCSD General Fund budgets, including Fire, Facilities and Resources, and Parks, Recreation and Open Space are generally consistent with the current fiscal year. Since the General Fund budgets are predominantly funded through taxes and assessments, which are increasing parallel to the rate of inflation, several unfunded items continue to exist. Additional details on General Fund budgets and unfunded items are provided in subsequent sections of this report. Options to increase revenues to address unfunded items are relatively limited, but continually explored. The solid waste collection service rate review and Prop 218 rate increase by Waste Connections Inc. (formerly Mission Country Disposal) were adopted by the Board in October 2019, resulting in a general fund revenue increase generated from the increase in fees for solid waste collection services. Another potential source of general fund revenue is electric vehicle charging stations. Grant applications have been submitted and Board discussions will be forthcoming in June, to discuss the grant applications and project funding needs.

The following links to the CCSD website can be used for additional information on recent Board and standing committee actions guiding the preparation of the preliminary budget:

Budget Policies adopted December 13, 2018:

<https://www.cambriacsd.org/district-policies>

Board goals for 2020 adopted May 14, 2020:

<https://www.cambriacsd.org/board-members>

New rates for water, the sustainable water facilities and wastewater approved on October 4, 2018:

<https://www.cambriacsd.org/2018-10-04-board-special-meeting>

July 2018 Report by Bartle Wells Inc. supporting the Proposition 218 rate increases approved on October 4, 2018:

<https://www.cambriacsd.org/2018-07-11-board-special-meeting>

May 23, 2019 approval of water, sustainable water facilities and wastewater rates effective July 1, 2019:

<https://www.cambriacsd.org/2019-05-23-board-meeting>

May 21, 2020 approval of water, sustainable water facilities and wastewater rates effective September 1, 2020:

<https://www.cambriacsd.org/2020-05-21-board-meeting>

## Combined Preliminary Budget

The following table illustrates the combined CCSD budgets.

<b>Cambria CSD - Combined Preliminary Budget Fiscal Year 2020-2021</b>	<b>General Fund Budgets</b>	<b>Enterprise Fund Budgets</b>	<b>Budget Subtotals</b>	<b>Eliminating Adjustments</b>	<b>Combined Budgets</b>
<b>Revenues</b>					
Property Taxes	\$ 2,557,585	\$ 25,000	\$ 2,582,585	\$ -	\$ 2,582,585
Fire Assessments	483,900		483,900		483,900
Franchise Fees	118,000		118,000		118,000
Administrative Cost Reimbursements	2,213,443		2,213,443	(2,213,443)	-
Water Rates		3,145,667	3,145,667		3,145,667
Sustainable Water Facility Rates		1,296,167	1,296,167		1,296,167
Wastewater Rates		\$3,112,167	3,112,167		3,112,167
Grants	30,000		30,000		30,000
Interest Income	20,966		20,966	(5,926)	15,040
Other Revenues	123,616	634,845	758,461	-	758,461
<b>Total Revenues</b>	<b>\$ 5,547,510</b>	<b>\$ 8,213,846</b>	<b>\$ 13,761,356</b>	<b>\$ (2,219,369)</b>	<b>\$ 11,541,987</b>
<b>Expenditures</b>					
Personnel Services	\$ 3,368,882	\$ 2,154,112	\$ 5,522,994		\$ 5,522,994
Services and Supplies	\$1,391,261	\$1,754,807	3,146,068		3,146,068
Capital Outlay	\$82,000	\$1,189,404	1,271,404		1,271,404
Debt Service	\$141,912	\$1,041,881	1,183,792	(5,926)	1,177,866
Administrative Cost Allocation	\$581,304	\$1,632,139	2,213,443	(2,213,443)	-
<b>Total Expenditures</b>	<b>\$ 5,565,358</b>	<b>\$ 7,772,343</b>	<b>\$ 13,337,701</b>	<b>\$ (2,219,369)</b>	<b>\$ 11,118,332</b>
<b>Net Sources Over / (Under) Uses</b>	<b>\$ (17,848)</b>	<b>\$ 441,503</b>	<b>\$ 423,655</b>	<b>\$ -</b>	<b>\$ 423,655</b>

Total General Fund revenues are estimated to increase \$308,784 (5.9%) from \$5,538,726 estimated for FY 2019-2020 to \$5,547,510 in FY 2020-2021. After adjusting for an increase in Administrative Costs reimbursement of \$203,887 incurred by the General Fund and charged to the operational budgets, the net revenue increase for the General Fund is estimated to be \$104,897. Property taxes are projected to increase \$77,050 (3.1%) from \$2,526,000 in FY 2019-2020 to \$2,603,050 in FY 2020-2021, based on estimates received from the County of San Luis Obispo Treasurer Tax Collector. The combined preliminary budget illustration above includes an offset for property taxes collection charges. The remaining changes relate to loan proceeds for equipment, reimbursements for fire radio grant, and other revenues.

Total General Fund expenditures are estimated to increase \$344,399 (6.6%) from \$5,220,959 estimated for FY 2020-2019 to \$5,565,358 in FY 2020-2021. Overall, the General Fund budgets are anticipated to incur a surplus of \$17,767 in FY 2019-2020, and a deficit of \$17,848 in FY 2020-2021, which essentially provides for a balanced budget in the proposed budget. Achieving a balanced budget relies on 100% cost recovery for the Administrative Fund. These administrative cost allocations, and other interfund transfers, are eliminated in the CCSD combined budget to determine net revenues and net expenditures after interfund activities.

The Enterprise Fund revenues are estimated to increase \$586,501 (7.7%) from \$7,627,345 in FY 2019-2020 to \$8,213,846 in FY 2020-2021. Enterprise Fund expenditures are estimated to increase \$212,181 (2.8%). The increases in revenues and expenditures is consistent with the rate increases approved in October 2018. Although the use of reserves in FY 2020-2021 is needed to cover the budgeted costs, doing so is consistent with the Prop 218 estimates and the overall multi-year implementation of the new rate structure. Details comparing the proposed FY 2020-2021 budget to the estimates included in the Proposition 218 analysis prepared by Bartle Wells, which documented the need for the rate increases, is subsequently discussed in greater detail.

## General Fund Budgets

The General Fund Budgets consist of the following:

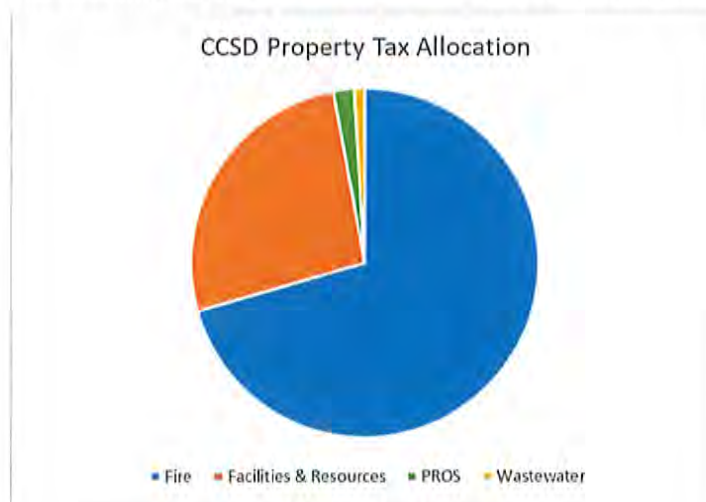
- Fire Fund
- Facilities and Resources Fund
- PROS (Parks, Recreation and Open Space) Fund
- Administrative Fund (Including the Overhead Allocation spreadsheet)

The combined General Fund budgets are illustrated on page 17 , with summary and detailed schedules for each budget on pages 16 to 47.

### Significant Budget Items

General Fund revenues are primarily property taxes, which are allocated between Fire, Facilities and Resources, and PROS in order to fund budgeted expenditures. Other revenues, such as the Fire Assessments, are restricted to the Fire Fund. The Administrative Fund budget includes a schedule on page 78 illustrating how administrative costs are allocated between the various CCSD budgets. In order to balance the General Fund budgets in FY 2020-2021, the Administrative Cost allocation provides for 100% reimbursement of costs. Although Franchise Fee revenues continue to be shown in the Administrative Fund, they are not used to offset administrative cost and therefore help to ensure that the General Fund is balanced.

The following illustrates the allocation of CCSD property taxes.



### General Fund Trade-Offs

Trade-offs in General Fund budgets link to how much property taxes is allocated to one of the budgets versus another budget. The Fire Fund is allocated 71% of the CCSD property taxes, which together with Fire Assessments of \$472,500, provide most of its funding. The Facilities and Resources Fund receives 27% of the CCSD property taxes, which with rental income of the Veterans Hall of \$26,000, provide for most of its funding. Allocating more property taxes to one fund, and decreasing the other, would result in trade-offs, possible changes in staffing, and changes in the list of "Unfunded Requests" illustrated on pages 86-87.

When considering trade-offs between General Fund budgets, it is important to recognize that CCSD has taken on added responsibilities in recent years without funding. Funding for maintenance of open space and the maintenance of the Veterans Hall are two primary responsibilities of the Facilities and Resources budget that continue to be underfunded and where service is provided in the best manner possible within available funding. Over time, as the CCSD continues to maintain the Fiscalini Ranch and take ownership of more open space parcels (now at over 500 parcels) with insufficient funding, the General Fund budgets for Fire, Facilities and Resources and Admin will continue to decline and impact operations and safety.

Lastly, \$25,000 in property taxes is budgeted for the low-income discounts for wastewater customers. Based on Proposition 218 requirements for the proportional allocation of costs when establishing customer rates and charges, low income discounts cannot be subsidized by other wastewater customers. Property taxes are the sole source of discretionary revenues appropriate to cover the cost of the discounts. Board consideration of providing low-income discounts for water customers is also under consideration and would require additional funding from property tax revenues which are not included in the FY 2020-2021 budget, but which would create additional trade-offs.

Fire and Emergency Services – See budget schedules on pages 18-26

#### Significant Budget Items

- The CCSD Fire Fund provides for 7 full time personnel and 15 volunteer/reserve fire personnel. Staffing levels are consistent with the current FY 2019-2020 staffing.
- Funded budget items are listed on page 84 and include increased funding for equipment repairs, emergency medical supplies and personal protective equipment.
- Capital expenditures include \$30,000 for Phase II of the radio system upgrade. Budgeted revenues also include \$30,000 in grant to pay for this upgrade.
- The budget request for FY 2020-2021 included several items that are not funded in the preliminary budget and are listed on page 86. This includes a request for funding for security upgrades at the Fire Station which are critical for safety and ongoing operations.

#### Goals, Objectives and Plans

- 1) Continue to seek grant for Phase II of the radio system upgrade & procure in accordance with CCSD policy; prepare funding options for Board consideration if grant is not awarded.
- 2) Complete the goal for the Emergency Operations Plan Development & Review.
- 3) Continue to support employee training in maintaining professional licensing or other industry related training.



Facilities and Resources– See budget schedules on pages 27-34

The Facilities and Resources (F&R) budget funds three (3) full-time equivalent staff positions and related expenditures for maintenance and repairs of District assets including real property such as the Veterans Hall Building, Skate Park, Dog Park, Public Restrooms, Open Space and Fiscalini Ranch. Relating to the F&R budget is the PROS budget, which has historically provided funding for start-up or facilities development efforts. Current challenges associated with unfunded budget requests is common for local agencies that can fund facilities development but are hard pressed to fund long-term maintenance efforts. Continued resource demands for open space maintenance and homeless camp cleanups and storage of personal property are having a significant budgetary impact on General Fund resources and staff.

#### Significant Budget Items

- The CCSD Facilities and Resources Fund provides for 3 full time personnel. Staffing levels are consistent with the current FY 2019-2020 staffing.
- Funded budget items are listed on page 86 and include increased funding for building & ground maintenance, temporary personnel services, employee training and professional grant writer.
- Capital expenditures include \$12,000 for a storage trailer and \$40,000 for a F350 truck. Budgeted revenues also include \$40,000 in loan proceeds, assuming the truck will be financed.
- Significant unfunded requests exist and are listed on page 86.
  - Significant unfunded requests exist for maintenance of the Veterans Hall.
  - Significant resource constraints exist which affect staff's ability to maintain open space, streetlights, and public restrooms, which may not meet service level expectations of the community.

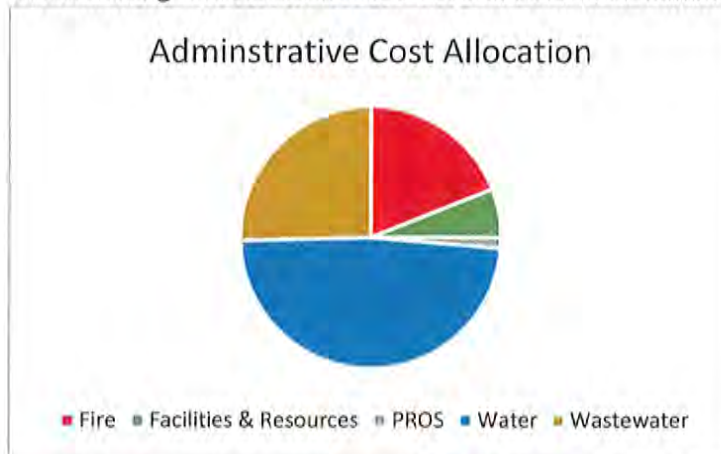
#### Goals, Objectives and Plans

- 1) Continue coordinating with PROS.
- 2) Continue engaging in community dialogue on impacts from homeless encampments.
- 3) Continue to support employee training in maintaining professional licensing or other industry related training.
- 4) Continue discussions & review of the fee structure for rental rates of the Veterans Hall.

Administrative Services– See budget schedules on pages 35-42

The CCSD Administrative Fund budget includes the cost of the general manager and staff responsible for the district's accounting and finances, human resources, clerk and records retention, centralized aspects of contract management and related administrative functions.

The following chart illustrates the CCSD allocation of administrative costs.



Overall, combined enterprise fund budgets pay 73.7% of the CCSD administrative costs with water fund budgets (including SWF budgets) covering 48.4% and the wastewater fund covering 25.4%. General fund budgets pay the remaining 26.3% with those costs covered by Fire (18.9%), Facilities and Resources (6.0%) and PROS (1.3%).

#### Significant Budget Items

- Funded budget items are listed on page 86 and include increased funding for Clerical Assistant from part-time to full-time, increase in annual property/liability insurance, cost of CCSD board candidate elections, recruiting & training software, strategic planning, COVID-19 driven office modifications, and technology improvements for remote and video conferencing.
- The Administrative Fund surplus for FY 2020-2021 is estimated to be \$158,877.
- The surplus assumes that 100% of administrative costs are reimbursed by other operating budgets.
- The surplus helps ensure that the overall General Fund is balanced by covering deficits in the Fire Fund (\$118,640) and Facilities and Resources (\$58,086).
- Alternatives exist regarding revenues that are included in the Administrative Fund:
  - As an alternative to including revenues in the Administrative Fund, which generate the surplus, those revenues could be allocated directly to the other General Fund budgets similar to the allocation of property taxes; thereby eliminating the deficits illustrated in those budgets.
  - As a second alternative, all discretionary General Fund revenues could be included in the Administrative Fund. Doing so would create deficits in other general fund budgets representing the true value of funding needed from the General Fund.

#### Goals, Objectives and Plans

- 1) Support the goals adopted by the Board of Directors on May 14, 2020.
- 2) Advance the District's strategic planning efforts.
- 3) Review the District Code and consider whether direction should be provided to draft amendments.
- 4) Review the District Fee Schedule and consider whether amendments should be provided to make amendments.

- 5) Continue with progress on the following Organizational Goals:
  - a) Staffing, vacancies, and overall staffing levels
  - b) Develop and review the annual budget in a timely manner
  - c) Complete the annual audit in a timely manner
  - d) Implement the Tyler Incode Financial Software program
- 6) Continue work with Standing Committees on various Board assigned tasks.
- 7) Continue to support employee training in maintaining professional licensing or other industry related training.

## Enterprise Fund Budgets

The CCSD Enterprise Fund budgets consist of the following:

- Water Fund
- SWF Operations Fund
- SWF Capital Fund
- Wastewater Fund

The combined Enterprise Fund budgets are illustrated on page 49, including the combined summary information for the three (3) water fund budgets (Water, SWF Operations and SWF Capital Funds) and the Wastewater Fund. Detailed schedules for the enterprise budget are on pages 48-77.

### Significant Budget Items

As with the General Fund budgets, some significant budget items are common to all enterprise fund budgets while other issues are budget specific. The following is a list of budget issues common to all enterprise funds.

- The approval of water and wastewater rates and charges on October 4, 2018, the second phase increases effective on July 1, 2019 and the third phase increases effective on September 1, 2020 help to ensure sufficient funding for the CCSD enterprise services and investment in CCSD infrastructure.
- Reorganization of the staffing levels in the Utilities Departments includes two phases:
  - Phase one occurred in FY 2019-2020 by retitled and consolidated the Water Operations Supervisor and SWF CPO positions to the new position Water Systems Superintendent, allocating the costs 80% water and 20% SWF and retitled the Wastewater Supervisor position to Wastewater Systems Superintendent position.
  - Phase two is proposed for FY 2020-2021 by reclassifying the Management Analyst position to Program Manager position to support increased grant programs and increasing the Administrative Technician II from limited term to full time, in part to support CCSD conservation programs. Both positions are allocated 34% water, 33% SWF and 33% wastewater.
- Comparison of the Prop. 218 assumptions included in the Bartle Wells Inc. report dated July 2018 and the proposed FY 2020-2021 Preliminary Budget is provided for all enterprise funds.
  - Overall, the proposed budgets are consistent with Proposition 218 estimates.

- o Differences between the preliminary budget and the Proposition 218 estimates exist for budget categories such as labor, services and supplies, capital outlay, debt service and administrative costs are illustrated in graphs and the budget schedules.
- o Continued review with the Resources & Infrastructure and Finance Committees supports continued follow up at the committee level on the details underlying the Proposition 218 estimates and District efforts moving forward with capital improvements and other District programs.

### Trade-Offs

In contrast to the General Fund budgets where trade-offs exist between the budget units depending on the allocation of property tax and general fund discretionary revenues, the enterprise funds have their own dedicated revenues and trade-offs are budget specific. For CCSD water services, there are three “component units” of the budget – the Water Fund, the SWF Operations Fund and the SWF Capital Fund and trade-offs may also exist between those three components.

### Goals, Objectives and Plans

Enterprise Funds are managed by the District Engineer/Utilities Department Manager. A couple of important goals for FY 2020-2021 exist for both water and wastewater operations including the following:

- Recent rate increases provide funding for capital improvements and improved proactive maintenance – implementing those efforts in a cost-effective manner will help ensure that the beneficial outcomes of rate increases are maximized.
- Continue to improve regulatory reporting and responsiveness to resource agencies.

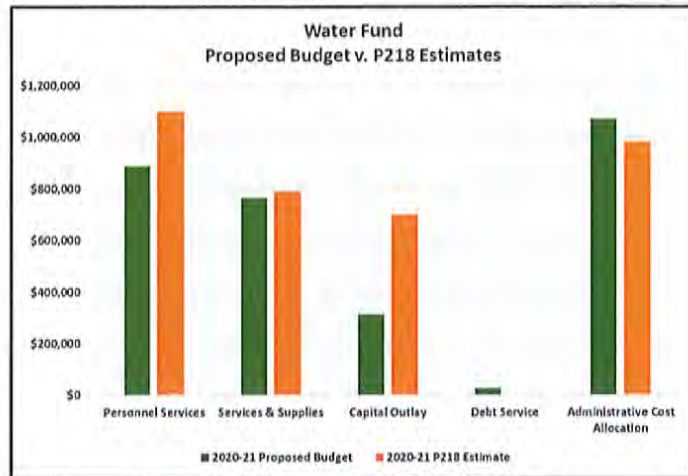
More specifically, advancing the Multi-Year Infrastructure Capital Improvement Program (CIP) will need to address staff roles and responsibilities, how the project priorities are phased, how professional and construction services are procured, and refinement of scope, schedules and budgets for individual projects. Overall project prioritization has been completed, reviewed, and endorsed by the Resource and Infrastructure Committee and continued coordination with the committee will be a staff priority in FY 2020-2021. Details on specific projects and programs are discussed in the following sections on each enterprise budget. Capital Improvement Program Project Prioritization schedules are included on pages 83-85.

Continued coordination between the Finance Committee and the Resources and Infrastructure Committee will also be important to advance the capital improvement program. Consideration of debt funding, especially for the wastewater system improvements proposed with the PG&E Turnkey project, will be an important point of coordination since it may likely affect the feasibility of beneficial outcomes.

**Water Fund – See budget schedules on pages 50-57**

The projected surplus in the FY 2020-2021 Water Fund budget is \$523,975, which is \$506,975 greater than the Prop 218 estimated surplus of \$17,000. Budgeted revenues are estimated to be \$3,589,417 and within \$417 of the Prop 218 estimate of \$3,589,000. Budget expenditures of \$3,065,442 is \$506,558 less than the Prop 218 estimate of \$3,572,000.

Personnel costs are anticipated to be \$211,574 less than the Prop 218 estimates and primarily result from the staffing change related to the Water Systems Superintendent, Program Manager and Administrative Technician II, as previously discussed. Services and supplies are anticipated to be \$22,941 less than the Prop 218 estimate. Capital Outlay is anticipated to be \$386,000, less than the Prop 218 estimate. Debt service was not included in the Prop 218 estimates but will be approximately \$26,548 due to the financed purchase of a Dump Truck in FY 2019-2020.

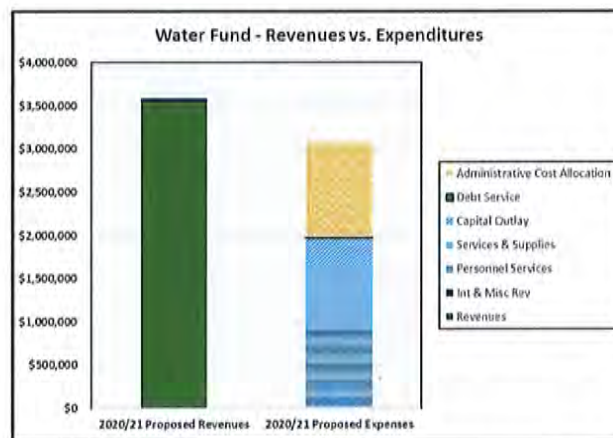


Administrative costs are estimated to exceed Prop 218 estimates by \$87,409. In total, expenditures are estimated to be \$506,558 less than the Prop 218 estimates. The adjacent column chart compares budgeted revenues to budgeted expenditures.

The adjacent column chart compares budgeted revenues to budgeted expenditures.

Water Fund Trade-Offs

The Capital Outlay expenditures include trade-offs that will continue to be considered by staff, the Resource and Infrastructure Committee and the Board of Directors during FY 2020-2021.



Priority #1 projects are listed on page 85.

Many of the projects in the water fund are implemented over multiple years, and additional funding is requested for SCADA Phase II, Water Meter Replacements, and the Santa Rosa Creek Pedestrian Bridge, all priority #1 projects. New capital improvement funding is requested for a Water Conservation Database and to begin the Rodeo Grounds Pump Station Design & Permitting. The Capital Outlay budget also includes \$35,000 for a replacement truck which was budgeted and not purchased in FY 2019-2020. Maintaining the Water Fund surplus may be needed for repayment of a long-standing general fund loan and yet to be determined PGE SST efficiency projects (currently estimated at about \$6 million for three items).

Goals, Objectives and Plans

Water system goals for FY 2020-2021 include the following:

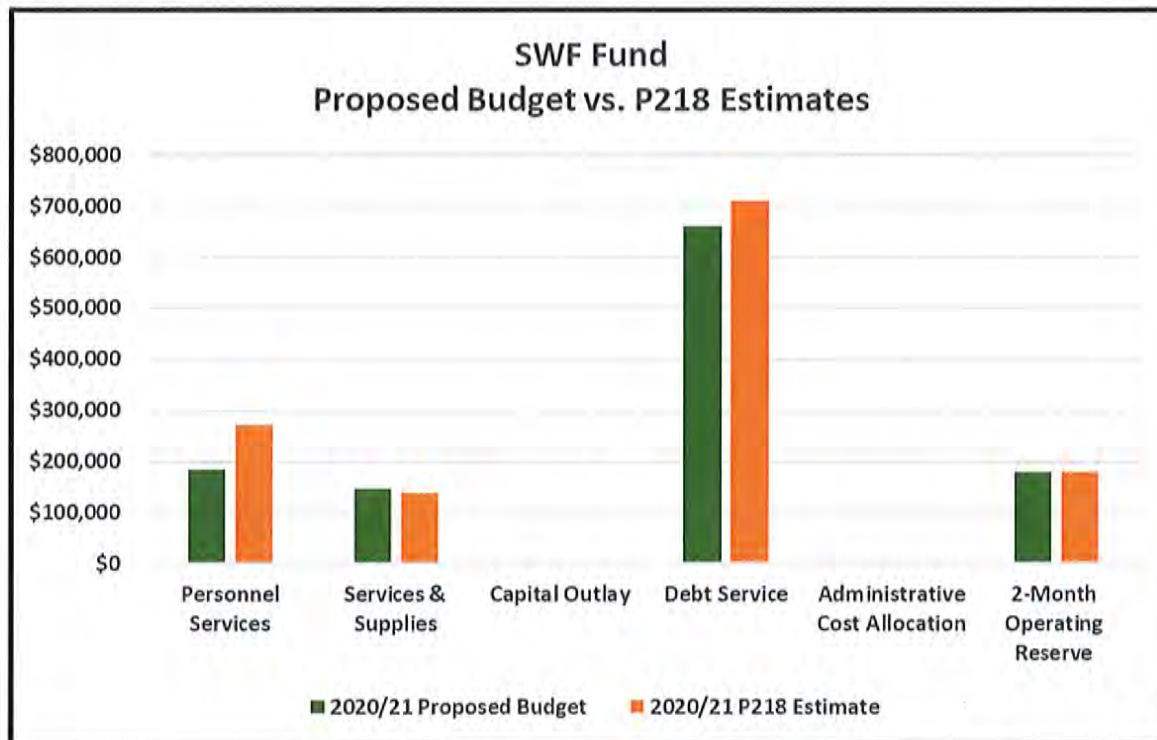
- Update of Urban Water Management Plan
- Update of Water Use Efficiency Plan

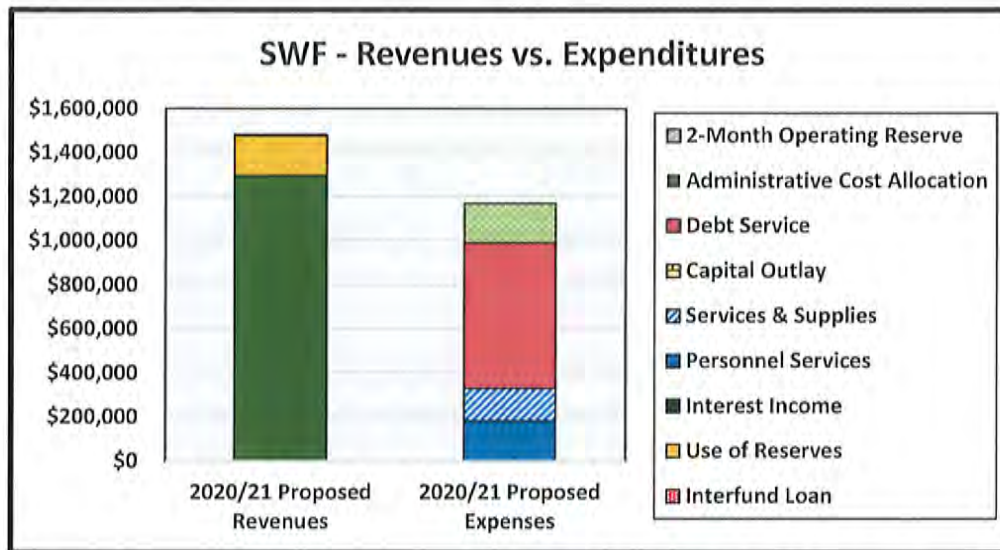
- Continue to support employee training in maintaining professional licensing and other industry related professional development.
- Establish specific goals relating to Capital Improvement Projects.
- During quarterly budget reviews, continue to provide status updates on CIP efforts.
- Continue to develop details on scope, schedules, and budgets for individual high priority projects.

SWF Fund – See budget schedules on pages 58-68

The projected operating surplus in the FY 2020-2021 SWF Fund budget is \$312,765 before the \$180,000 reserve set aside for two months of additional costs while the facilities are operating. With the operating cost set-aside, the budget surplus is \$132,765. The Prop 218 estimates assumed a surplus of \$20,000.

Additionally, the SWF – There are no requested expenditures in the Capital Fund, which is \$50,000 less than the Proposition 218 estimates. Altogether, the proposed budgets for the SWF funds are \$162,765 less than the Prop 218 estimates.





The costs related to personnel, which is \$87,708 less than the Prop 218 estimate, and costs related to operations and maintenance, within services and supplies, which is \$6,865 greater than the Prop 218 estimates.

Budgeted revenues are estimated to be \$1,302,347, which is \$18,653 less than the Prop 218 estimate of \$1,321,000 due to the July 1, 2020 rate increases delayed until September 1, 2020.

There are no new capital outlay projects requested for FY 2020-2021, which is \$50,000 less than the Prop 218 estimates.

#### SWF – Trade-Offs

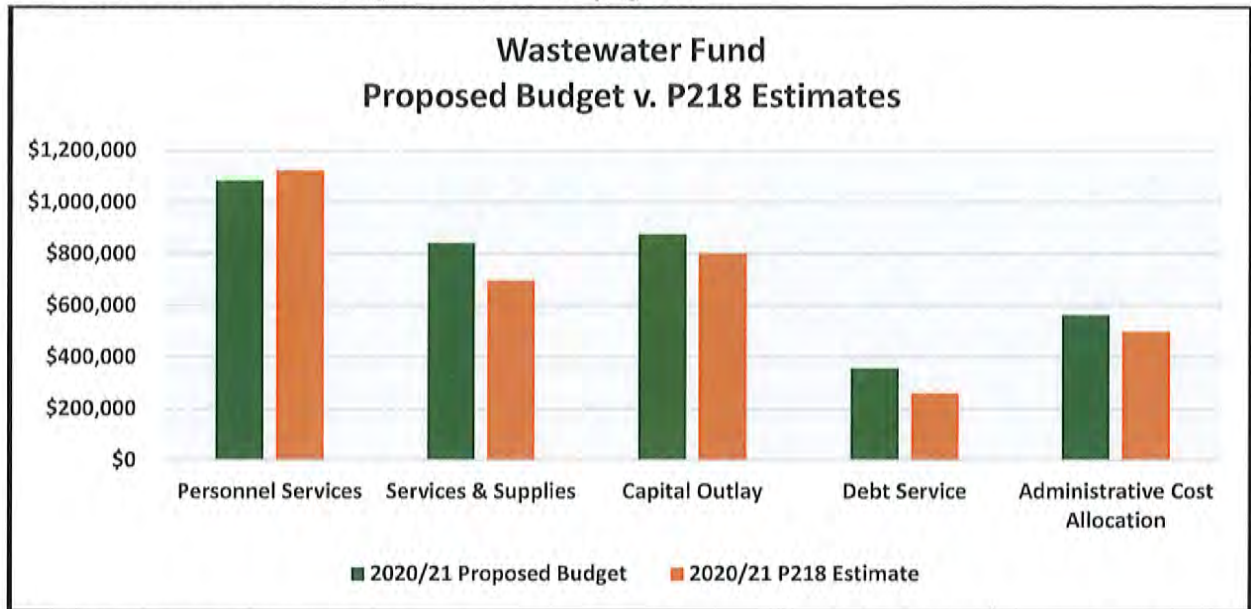
The continuing costs of permitting for SWF facilities is uncertain. The amounts currently budgeted and contracted for environmental services will be encumbered at the end of the FY 2019-2020, which is offsetting the need for new funding in FY 2020-2021, aligning the SWF budgets with the Prop 218 estimates as a whole.

#### SWF - Goals, Objectives and Plans

SWF goals for FY 2020-2021 include the following:

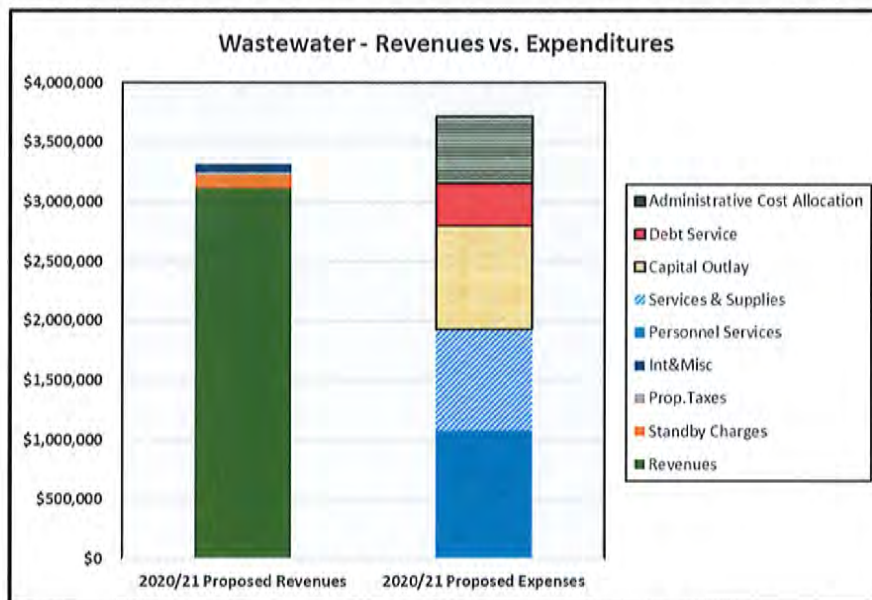
- Continue to support employee training in maintaining professional licensing or other industry related professional development.
- Continue working on the Section 7 consultation and acquisition of the Regular Coastal Development Permit.
- Update of Urban Water Management Plan

Wastewater Fund – See budget schedules on pages 69-77



The projected deficit of \$395,237 in the FY 2020-2021 Wastewater budget, will be offset by unused reserve funds in FY 2019-2020, projected at \$443,523, resulting in a net surplus of \$48,286. The projected surplus of \$48,286 is greater than the Prop 218 estimated deficit of \$12,000.

Budgeted revenues are estimated to be \$3,322,082, which is \$41,918 less than the Prop 218 estimate of \$3,364,000 due to the July 1, 2020 rate increases delayed until September 1, 2020.



Personnel costs are anticipated to be \$39,606 less than the Prop 218 estimates and primarily result from staffing changes related to the positions of Wastewater Systems Superintendent, Program Manager and Administrative Technician II, as previously discussed. Services and supplies are anticipated to be \$145,883 greater than the Prop 218 estimate. Capital Outlay is budgeted in the amount of \$875,404,

which is \$75,404 greater than the Prop 218 estimate. Debt service is estimated at \$355,907, which is \$95,907 greater than the Prop 218 estimates due to financing of the crane truck in FY 2019-2020, which was not included in the Prop 218 estimates. Administrative costs are estimated to exceed Prop 218 estimates by \$63,730. In total, expenditures are estimated to be \$341,319 greater than the Prop 218 estimates.



### Trade-Offs

The most significant Prop 218 estimate that seems inconsistent with historical costs is the estimate for Services and Supplies. Pages 72-74 illustrate that actual Services and Supplies costs for wastewater operations ranged from a low of \$628,220 to a high of \$841,883, with an average of approximately \$693,000, over the past three years. In comparison, the Prop 218 estimate for Services and Supplies is \$696,000. Preliminary review of the Prop 218 estimates for Services and Supplies seem to indicate that the estimated cost reductions were based on expected savings in power costs and a reduction in maintenance costs on lift stations. Lastly, PGE SST efficiency projects, currently estimated at about \$11 million for thirteen items, will need to be programmed as part of our long-term CIP plan.

### Goals, Objectives and Plans

Wastewater system goals for FY 2020-2021 include the following:

- Continue design efforts working with PG&E on the Turnkey project and provide final recommendations to the Board of Directors.
- Storm Water Pollution Prevention Plan Update
- Haz-Com Plan Update
- Odor Control Plan Update
- Operations Maintenance & Management Program Update
- Continue to support employee training in maintaining professional licensing or other industry related professional development.
- Establish specific goals relating to Capital Improvement Projects.
- During quarterly budget reviews, continue to provide status updates on CIP efforts.
- Continue to develop details on scope, schedules, and budgets for individual high priority projects.

# CAMBRIA COMMUNITY SERVICES DISTRICT



FISCAL YEAR 2020-2021

PRELIMINARY BUDGET

JUNE 18, 2020

## GENERAL FUND SUMMARY


- Fire Department – 01
- Facilities & Resources Department – 02
- Parks, Recreation & Open Space Department – 16
  - Administration Department - 09

A	B	C	D	E	F	G	H	I	J	K	L
ACCOUNT NO.	GENERAL FUND (GF)	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET						
 <p><b>CAMBRIA COMMUNITY SERVICES DISTRICT</b>  <b>GENERAL FUND</b>  <b>SUMMARY</b></p>											
<b>SOURCES OF FUNDS</b>											
10	Fire	\$2,171,505	\$2,257,701	\$2,351,275	\$2,367,512						
11	Facilities & Resources	\$624,571	\$698,037	\$706,328	\$757,577						
12	PROS	\$236,675	\$46,161	\$47,977	\$50,101						
13	Admin	\$1,867,387	\$2,185,959	\$2,208,674	\$2,372,320						
14	<b>Total Sources of Funds</b>	<b>\$4,900,138</b>	<b>\$5,187,858</b>	<b>\$5,314,254</b>	<b>\$5,547,510</b>						
<b>USES OF FUNDS</b>											
18	Fire	\$2,393,353	\$2,330,457	\$2,273,208	\$2,486,152						
19	Facilities & Resources	\$654,435	\$709,067	\$685,324	\$815,663						
20	PROS	\$391,302	\$33,951	\$37,068	\$50,101						
21	Admin	\$2,037,398	\$2,054,562	\$1,949,120	\$2,213,443						
22	<b>Total Expenditures</b>	<b>\$5,476,488</b>	<b>\$5,128,037</b>	<b>\$4,944,719</b>	<b>\$5,565,358</b>						
23	<b>OPERATING SURPLUS/(DEFICIT)</b>										
24	Fire	(\$221,848)	(\$72,756)	\$78,067	(\$118,640)						
25	Facilities & Resources	(\$29,864)	(\$11,030)	\$21,004	(\$58,086)						
26	PROS	(\$154,627)	\$12,210	\$10,909	\$0						
27	Admin	(\$170,011)	\$131,397	\$259,554	\$158,877						
28	<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(\$576,350)</b>	<b>\$59,820</b>	<b>\$369,535</b>	<b>(\$17,848)</b>						
<b>RESERVES</b>											
44	Beginning Reserves	\$0	\$0	\$0	\$0						
45	Operating Surplus / (Deficit)	(\$576,350)	\$59,820	\$369,535	(\$17,848)						
46	Transfers & Encumbrances	\$112,082	(\$48,730)	\$76,050	\$96,817						
47	<b>ENDING RESERVES</b>	<b>(\$464,268)</b>	<b>\$11,090</b>	<b>\$445,585</b>	<b>\$78,969</b>						


GENERAL FUND  
FIRE DEPARTMENT - 01





A	B	C	D	G	H	I	J	K	L
1	<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b>								
2	<b>FUND LEVEL ANALYSIS</b>								
3	<b>FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01</b>								
4	3%								
5	ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET			
7	<b>SOURCES OF FUNDS</b>								
9	<b>REVENUES</b>								
10	01 4127	Grant/Revenue: County SLO OES FF Radios		0	33,036			30,000	
11	01 4200	Interest Income	0	0	0			0	
12	01 4310	Property Tax	1,603,280	1,757,766	1,785,400			1,838,962	
13	01 4311	County Administrative Fee	(16,649)	(18,256)	(17,386)			(17,850)	
14	01 4335	Assessment-Fire	438,506	458,508	472,500			483,900	
15	01 4362	Insurance Reimbursement	0	11,069	37,564				
16	01 4370	Weed Abatement	6,388	39,610	18,925			18,000	
17	01 4373	Inspection Fee Revenue	12,524	8,656	14,500			14,500	
18	01 4390	Miscellaneous Revenue	10,113	348	25			0	
19	01 4610	Grants Revenue: SAFER	117,343	0	0			0	
20	01 4618	Grant/Revenue: Personnel Protection	0	0	0			0	
21	01 4625	Grant/Revenue: Federal Firefighters Radios		0	0			0	
22	01 4390	Reimbursement for Fuel Tank Repairs - CHCD		0	0			0	
23	01 4392	Sale of Equipment		0	3,425			0	
32				0					
33									
34		<b>Total Revenues</b>	<b>\$2,171,505</b>	<b>\$2,257,701</b>	<b>\$2,351,275</b>			<b>\$2,367,512</b>	
35	<b>OTHER SOURCES OF FUNDS</b>								
41				0					
43		<b>Total Other Sources of Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			<b>\$0</b>	
44		<b>Total Sources of Funds</b>	<b>\$2,171,505</b>	<b>\$2,257,701</b>	<b>\$2,351,275</b>			<b>\$2,367,512</b>	


A	B	C	D	G	H	I	J	K	L
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b>								
2	<b>FUND LEVEL ANALYSIS</b>								
3	<b>FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01</b>								3%
4	ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET			
5							6	7	
45	<b>USES OF FUNDS</b>								
47	<b>SALARIES &amp; WAGES</b>								
48	5000	Salary & Wages	697,414	585,574	528,455	716,343			
49	5010	Overtime	166,998	183,042	150,577	128,000			
50	5020	Standby	5,985	1,170	5,000	5,000			
51	5031	Reserve Firefighter Pay	101,501	118,737	117,712	148,133			
52	5040	Sick/Vacation Pay	67,868	59,583	63,621	0			
53	5050	Holiday Pay	37,588	29,677	16,011	0			
54		Reduction for "E" Step			0	0			
55		<b>Total Salaries &amp; Wages</b>	<b>\$1,077,354</b>	<b>\$977,784</b>	<b>\$881,376</b>	<b>\$997,476</b>			
56	<b>BENEFITS</b>								
57	5101	Uniform Allowance	1,625	2,500	2,500	2,500			
58	5102	Dental Insurance	14,236	12,470	14,080	13,570			
59	5103	Medical Insurance	132,959	114,086	126,929	137,844			
60	5105	Life Insurance	869	675	752	1,008			
61	5106	FICA	63,682	57,862	54,788	57,090			
62	5107	Medicare	15,315	13,955	13,308	14,537			
63	5108	Workers Compensation	31,461	31,938	33,582	52,672			
64	5109	PERS - Retirement	201,915	209,633	247,193	290,187			
65	5111	Payroll Tax Expense	0	0	(109)	0			
66	5112	UI Reim Benefit	0	0	0	0			
67	5120	Other Employee Benefits	850	2,550	2,600	2,600			
68	5121	Retirees Health	49,037	48,244	47,129	44,167			
69	5122	Medical Reimbursements - HRA	17,175	15,425	15,600	15,600			
71		<b>Total Benefits</b>	<b>\$529,124</b>	<b>\$509,339</b>	<b>\$558,353</b>	<b>\$631,775</b>			




A	B	C	D	G	H	I	J	K	L
1	 <p><b>CAMBRIA COMMUNITY SERVICES DISTRICT</b>  <b>FUND LEVEL ANALYSIS</b>  <b>FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01</b></p>								
2	3%								
3									
4	ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET			
72		<b>Total Personnel Services</b>	<b>\$1,606,478</b>	<b>\$1,487,123</b>	<b>\$1,439,729</b>	<b>\$1,629,251</b>			
73		<b>SERVICES &amp; SUPPLIES</b>							
74	6010	Ads-Legal/Other	292	1,129	407	419			
75	6011I	Public Information	218	0	1,341	1,381			
76	6011W	Public Information - Website	0	0	0	0			
77	6011W	Public Information - Website New Request			183	189			
78	6014	Public Events	377	0	0	0			
79	6031F	Maint & Repair Water Dept -Fire Hydrant	572	72	0	0			
80	6032S	M & R-Disposal of Sludge	0	0	0	0			
81	6033B	M&R Buildings	7,575	4,115	2,596	2,674			
82	6033F	M&R FD WTR Leak		19,548	37,564	0			
83	6033G	Maint & Repair - Grounds (formerly 6042)	0	934	253	261			
84	6033R	M & R - Ranch	0	0		0			
85	6036	M & R - Emergency	0	0		0			
86	6040	Maintenance & Repair - Equipment	2,851	2,626	821	846			
87		Maintenance & Repair - Equip - New Request				2,500			
88	6041L	Maint and Repair - Vehicles -- Licensed	28,517	18,252	28,196	29,042			
89	6042	Old M & R Bld/Grd	0	0	0	0			
90	6044	Computer/Copier /Printer Srvcs/MaintAgree	1,980	2,287	4,726	4,868			
91	6045	Computer/Copier/Printer Supplies/Maint.	1,092	39	118	122			
92	6048	Security and Safety	485	516	1,987	2,046			
93	6048E	Safety - Medical	150	0	200	0			
94	6050	Office Supplies	2,610	3,387	1,218	1,255			
95	6051	Printing & Shipping	827	869	25	26			
96		Printing & Shipping - New Request				74			
97	6052	Bank Charges	11	0	39	40			
98	6053	Printing/Forms	912	315	0	0			

A	B	C	D	G	H	I	J	K	L
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> 3%								
2	<b>FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01</b>								
3									
4	ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET			
5									
6									
7									
99	6054	Membership -Dues, Publications & Books	6,236	5,211	7,648	7,877			
100	6054	Membership-Dues - New Request			0	123			
101	6055	Government Fees and Licenses	43,137	48,634	47,300	48,719			
102	6055	Image Trend - EMS		0	2,688	2,769			
103	6055	Image Trend - Fire			1,751	1,804			
105	6060C	Utilities Cell Phone	2,834	2,569	3,073	3,165			
106	6060E	Utilities Electricity	7,427	8,972	7,761	7,993			
107	6060G	Utilities Gas	2,169	2,862	2,733	2,815			
108	6060I	Utilities Internet Access	1,263	2,413	1,646	1,695			
109	6060P	Utilities Phone-Land Lines, Faxes, Alarms	4,251	5,188	5,851	6,026			
110	6060S	Utilities Sewer	1,143	1,277	1,372	1,414			
111	6060W	Utilities Water	1,797	1,966	2,027	2,088			
114	6080K	Prof Services-District Counsel	1,169	0	0	0			
115	6080L	Land Conservancy -Lot Inventory, Etc.	0	740	0	0			
116	6080M	Prof Services - Miscellaneous/Other	3,994	1,812	10,423	10,735			
117	6080T	Prof Services - Temporary	0	0	0	0			
118	6086	Outside Services	0	0	650	0			
119	6089	Emergency Medical Supplies	4,956	7,180	6,355	6,545			
120		Emergency Medical Supplies - New Request				455			
121	6090	Department Operating Supplies	17,701	16,657	17,240	17,757			
122	6093	Small Tools and Equipment	266	0	1,512	1,557			
123	6094	Clothing and Uniform	2,236	6,398	1,931	1,989			
124	6095	Office Furnishings & Equipment	919	129	0	0			
125	6096	Fuel -Gas and Diesel	18,227	21,075	21,177	21,812			
126	6098	OTS Grant	12	0	0	0			
127	6115	Meeting Expense	552	125	242	300			
128	6120A	Employee ALS Cert/Recruit Training	835	2,556	4,145	4,270			
129	6120E	Travel, Training, Seminars - Employees	25,429	18,381	7,145	15,000			


A	B	C	D	G	H	I	J	K	L	
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01</b>								3%	
2										
3										
4	ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01		ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020		2020/2021 PROPOSED BUDGET		
7										
130	6120R	Training - Reimbursement		0	0	59		0		
131	6124	Employee Recognition		311	0	425		438		
132	6125	Employee Recruitment		5,392	1,451	0		0		
133	6125	Employee Recruitment - New Request				0		500		
134	6220A	Fire Dept - Aware/Eductn/CERT/Vol Progm		1,626	1,288	4,323		0		
135	6220B	Fire Dept - SC BA Brthg Apts/Resprty Test		535	4,775	0		0		
136	6220B	SBCA Flow Test - New Request				0		2,000		
137	6220D	Fire Dept Disaster Preparedness		5,495	2,398	0		2,000		
138	6220E	Fire Dept -EOC Upgrade		545	0	0		5,000		
139	6220F	Fire Dept Fr Haz Defensible Spc/Chipping		0	0	0		2,000		
140	6220H	Fire Dept - Haz Mat Phys		0	0	0		0		
141	6220P	Personal Protective Equipment		57,965	1,511	3,396		3,498		
142		Personal Protective Equipment - New Request						6,502		
143	6220R	FHRP Contract		15,405	29,356	24,669		30,000		
144	6220S	Fire Dept - Surf Rescue/NCOR Program		2,403	4,511	0		6,200		
145	6221	Public Education - New Request (Formerly 6220A)						2,500		
146		CERT - New Request (Formerly 6220A)						1,000		
147	6602	Transit Expense		0	0	0		0		
148										
149		<b>Total Services &amp; Supplies</b>		<b>\$284,699</b>	<b>\$253,524</b>	<b>\$267,217</b>		<b>\$274,289</b>		
150		<b>CAPITAL OUTLAY</b>								
151	6170	Capital Asset-Install Radio in 5792		7,642	0	0				
152	6170B	Chief/Command Pickup (5 Year Lease)		39,132	0	0				
153	6170C	USAR Equipment (Urban Search & Res		0	0	0				
154	6170D	Image Trend Elite Project Management		0	0	0				
155	6170F	Zoll X Series EKG		0	34,575	0		0		
156	6170G	Command Vehicle Buildup		0	27,526	0		0		

A	B	C	D	G	H	I	J	K	L
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01</b>							3%
2									
3									
4	ACCOUNT	GENERAL FUND (GF)		ACTUAL	(unaudited)	ESTIMATED		2020/2021	
5	NO.	FIRE DEPARTMENT - 01		FY 2017/2018	FY 2018/2019	FY 2019/2020		PROPOSED	
6								BUDGET	
7									
157	6170	Fuel Station Computer Replacement				0		0	
158	6170	Station Security Upgrade- Phase I of III				0		0	
159	6170	Radio System Upgrade- Phase I, Phase II				40,729		30,000	
160									
161									
162		<b>Total Capital Outlay</b>		<b>\$46,774</b>	<b>\$62,101</b>	<b>\$40,729</b>		<b>\$30,000</b>	
163		<b>DEBT SERVICE</b>							
164	2517	Principal on Fire Engine Lease/Purchase		118,749	121,455	124,394		127,319	
165	6190	Interest on Fire Engine Lease/Purchase		14,949	11,919	8,980		6,054	
166									
167		<b>Total Debt Service</b>		<b>\$133,698</b>	<b>\$133,374</b>	<b>\$133,374</b>		<b>\$133,374</b>	
168		<b>ADMINISTRATIVE COST ALLOCATION</b>							
169	6200	Allocated Overhead		321,704	394,335	377,439		419,239	
170									
171		<b>Total Administrative Cost Allocation</b>		<b>\$321,704</b>	<b>\$394,335</b>	<b>\$377,439</b>		<b>\$419,239</b>	
172		<b>Total Expenditures</b>		<b>\$2,393,353</b>	<b>\$2,330,457</b>	<b>\$2,258,488</b>		<b>\$2,486,152</b>	


A	B	C	D	G	H	I	J	K	L	
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01</b>							3%	
2										
3										
4	ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01		ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020		2020/2021 PROPOSED BUDGET		
173										
174		<b>OPERATING SURPLUS/(DEFICIT)</b>		<b>(\$221,848)</b>	<b>(\$72,756)</b>	<b>\$92,787</b>		<b>(\$118,640)</b>		
175		<b>TRANSFERS &amp; ENCUMBRANCES</b>								
176	01 4625	Transfers In - From General Fund (Transfers Out)		112,082	0	0				
177		Encumbrances - Sources of Funding			27,320					
178		Encumbrances - (Designated Funds)			0					
179					0					
180										
181		<b>NET TRANSFERS &amp; ENCUMBRANCES</b>		<b>\$112,082</b>	<b>\$27,320</b>	<b>\$0</b>		<b>\$0</b>		
182		<b>RESERVES</b>								
183		Use of Reserves			0					
184		(Additions to Reserves)			0					
185		Other Adjustments			0	0				
186										
187		<b>RESERVES - INCREASE / (DECREASE)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>		
188		<b>NET BUDGETARY SOURCES/USES</b>		<b>(\$109,766)</b>	<b>(\$45,436)</b>	<b>\$92,787</b>		<b>(\$118,640)</b>		
189										
190		<b>RESERVES</b>								
191		Beginning Reserves								
192		Operating Surplus / (Deficit)		<b>(\$221,848)</b>	<b>(\$72,756)</b>	<b>\$92,787</b>		<b>(\$118,640)</b>		
193		Transfers & Encumbrances		\$112,082	\$27,320	\$0		\$0		
194		<b>ENDING RESERVES</b>		<b>(\$109,766)</b>	<b>(\$45,436)</b>	<b>\$92,787</b>		<b>(\$118,640)</b>		


GENERAL FUND  
FACILITIES & RESOURCES DEPARTMENT – 02





A	B	C	D	G	H	I	J	K	L
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02 <span style="float: right;">3%</span>								
2									
3									
4	ACCOUNT NO.	GENERAL FUND (GF) FACILITIES & RESOURCES - 02		ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020		2020/2021 PROPOSED BUDGET	
5									
6									
7									
8		<b>SOURCES OF FUNDS</b>							
9		<b>REVENUES</b>							
10	01 4130	Reimbursements - Fire Safe Council		0	0	0		0	
11	01 4200	Interest Income		0	0	0		0	
12	01 4310	Property Tax		598,132	655,724	668,455		689,177	
13	01 4311	County Administrative Fee		(1,691)	(2,469)	(2,144)		(2,300)	
14	01 4362	Insurance-Reimbursement		0	0	0		0	
15	01 4390	Misc Revenue		0	600	718		600	
16	01 4500	Veterans Hall Rental Fees		24,930	24,609	35,155		26,000	
17	01 4525	Veterans Hall Rents- Private Parties		0	500	500		500	
18	01 4560	Rent Banner Poles		100	100	200		200	
19	01 4570	Rent-Ranch Events		100	300	200		200	
20	01 4590	Veterans Hall Clean Fee		0	173	200		200	
21	01 4610	Grants/Misc.Rev (FFRP Homless Cleanup Contr)		0	0	7,000		0	
22	01 4619	Land Conservancy		3,000	0	3,000		3,000	
23					0			0	
24									
36		<b>Total Revenues</b>		<b>\$624,571</b>	<b>\$679,537</b>	<b>\$713,284</b>		<b>\$717,577</b>	
37		<b>OTHER SOURCES OF FUNDS</b>							
38		Loan Proceeds			18,500	0		40,000	
39					0				
45		<b>Total Other Sources of Funds</b>		<b>\$0</b>	<b>\$18,500</b>	<b>\$0</b>		<b>\$40,000</b>	
46		<b>Total Sources of Funds</b>		<b>\$624,571</b>	<b>\$698,037</b>	<b>\$713,284</b>		<b>\$757,577</b>	

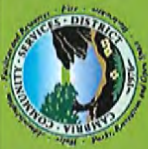


A	B	C	D	G	H	I	J	K	L	
1		CAMBRIA COMMUNITY SERVICES DISTRICT								
2		FUND LEVEL ANALYSIS								
3		FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02							3%	
4	ACCOUNT NO.	GENERAL FUND (GF)		ACTUAL	(unaudited) ACTUAL	ESTIMATED		2020/2021		
5		FACILITIES & RESOURCES - 02		FY 2017/2018	FY 2018/2019	FY 2019/2020		PROPOSED		
6								BUDGET		
7										
47		<b>USES OF FUNDS</b>								
49		<b>SALARIES &amp; WAGES</b>								
50	5000	Salary & Wages		186,667	182,170	175,780		213,093		
51	5010	Overtime		9,461	6,600	13,653		7,500		
52	5040	Sick/Vacation Pay		14,586	16,761	8,878		0		
53	5050	Holiday Pay		10,152	9,292	12,124		0		
56		Reduction for "E" Step			0			(7,385)		
57		<b>Total Salaries &amp; Wages</b>		<b>\$220,866</b>	<b>\$214,823</b>	<b>\$210,435</b>		<b>\$213,208</b>		
58		<b>BENEFITS</b>								
59	5101	Uniform Allowance		725	1,200	800		1,200		
60	5102	Dental Insurance		5,387	5,376	4,179		3,800		
61	5103	Medical Insurance		49,114	47,517	45,033		46,282		
62	5105	Life Insurance		298	295	298		432		
63	5106	FICA		13,245	12,970	11,523		13,057		
64	5107	Medicare		3,097	3,033	2,695		3,262		
65	5108	Workers Compensation		7,009	7,808	7,321		13,139		
66	5109	PERS - Retirement		38,504	40,783	45,906		63,901		
67	5120	Other Employee Benefits		2,650	2,550	2,737		3,200		
68	5121	Retirees Health		20,207	19,206	19,537		24,184		
69	5122	Medical Reimbursements - HRA		5,175	5,075	3,900		4,800		
73		<b>Total Benefits</b>		<b>\$145,411</b>	<b>\$145,813</b>	<b>\$143,929</b>		<b>\$177,257</b>		
74		<b>Total Personnel Services</b>		<b>\$366,277</b>	<b>\$360,636</b>	<b>\$354,364</b>		<b>\$390,465</b>		
75		<b>SERVICES &amp; SUPPLIES</b>								

A	B	C	D	G	H	I	J	K	L
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b>							
2		<b>FUND LEVEL ANALYSIS</b>							
3		<b>FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02</b>							
4	3%								
5	<b>ACCOUNT NO.</b>	<b>GENERAL FUND (GF)</b>		<b>ACTUAL</b>	<b>(unaudited)</b>	<b>ESTIMATED</b>	<b>2020/2021</b>		
6		<b>FACILITIES &amp; RESOURCES - 02</b>		<b>FY 2017/2018</b>	<b>FY 2018/2019</b>	<b>FY 2019/2020</b>	<b>PROPOSED</b>	<b>BUDGET</b>	
7									
76	6010	Ads - Legal/Other		0	518	0	0	0	
77	6014	Public Events		73	0	0	0	0	
78	6030	Insurance		0	200	0	0	0	
79	6033B	Maintenance & Repairs - Buildings		7,258	5,533	10,493	10,808	10,808	
80	6033G	M&R - Grounds (incl approx 450 vac lots)		22,354	22,568	21,115	21,748	21,748	
81	6033E	Maintenance & Repairs - Homeless Cleanup				24,669	25,409	25,409	
82	6033G	M&R - Shelter/Cover for Trailer New Request				0	2,000	2,000	
83	6033G	Sidewalk Repair on Center St.				6,203	0	0	
84	6033L	M & R - Street Lights		1,941	1,817	0	0	0	
85	6033R	M & R - Ranch		49,897	45,832	51,355	52,895	52,895	
86	6033V	M & R - Vet's Hall		7,852	9,037	16,832	17,337	17,337	
87	6040	M & R - Equipment		350	26	100	103	103	
88	6041L	Maintenance & Repairs - Vehicles Licenses		3,395	2,597	1,163	1,198	1,198	
89	6041N	Maint. & Repairs - Vehicles Non-Licensed		2,264	4,161	5,196	5,352	5,352	
90	6041N	Maint. & Repairs - New Request				0	0	0	
91	6045	Computer/Copier/Printer Supplies/Maint.		0	1,785	247	254	254	
92	6048	Security Safety		0	622	0	0	0	
93	6050	Office Supplies		0	0	64	66	66	
94	6053	Printing/Forms		93	0	0	0	0	
95	6055	Government Fees & Licenses		135	337	180	186	186	
96	6058	Cash Over (Short)		0	0	0	0	0	
97	6059	Bad Debt		0	0	0	0	0	
98	6060C	Utilities - Cell Phone		662	729	863	889	889	
99	6060E	Utilities - Electricity		20,423	20,757	18,806	19,371	19,371	
100	6060G	Utilities - Gas		1,466	2,867	3,353	3,454	3,454	
101	6060I	Utilities - Internet		4,443	5,519	4,499	4,634	4,634	

A	B	C	D	G	H	I	J	K	L
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02</b>							3%
2									
3									
4	ACCOUNT NO.	GENERAL FUND (GF) FACILITIES & RESOURCES - 02	(unaudited) ACTUAL FY 2018/2019	ACTUAL FY 2017/2018	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET			
102	6060P	Utilities - Phone-Land Lines, Faxes, Alarms	830	1,294	682	703			
103	6060S	Utilities - Sewer	3,807	2,535	3,701	3,812			
104	6060W	Utilities - Water	5,719	4,019	6,394	6,586			
105	6070	Equipment Rental	0	165	699	720			
107	6080K	Professional Services - District Counsel	0	855	0	0			
108	6080M	Professional Services - Misc./Other	5,575	6,482	9,031	9,302			
109	6080T	Temporary Service - (2 Mos) New Request				8,000			
110	6090	Department Operating Supplies	11,917	11,956	12,669	13,049			
111	6091	Lab Tests	0	0	0	0			
112	6093	Small Tools and Equipment	3,384	4,920	4,000	4,120			
113	6094	Clothing and Uniform	1,119	490	2,156	2,221			
114	6096	Fuel - Gas and Diesel	10,579	6,691	14,226	14,652			
115	6115	Meeting Expenses	113	313	25	26			
116	6120E	Travel, Training, Seminars - Employees - New Request	0		0	2,000			
117	6125	Employee Recruitment	188	465	500	515			
146		<b>Total Services &amp; Supplies</b>	<b>\$168,137</b>	<b>\$162,791</b>	<b>\$219,222</b>	<b>\$231,410</b>			
147		<b>CAPITAL OUTLAY</b>							
148	1470	Toro Dingo TX 1000	18,500		0	0			
149	6170	Mower	14,203		0	0			
154	6170	Capital Assets	0	9,154		0			
158		Trailer - Homeless Personal Property Storage				12,000			
159		F350 Truck - Replace 1999 F150 Truck				40,000			
160									
161									
162									
163		<b>Total Capital Outlay</b>	<b>\$32,703</b>	<b>\$9,154</b>	<b>\$0</b>	<b>\$52,000</b>			

A	B	C	D	G	H	I	J	K	L
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02</b>							3%
2									
3									
4	ACCOUNT NO.	GENERAL FUND (GF) FACILITIES & RESOURCES - 02		ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020		2020/2021 PROPOSED BUDGET	
5									
6									
7									
164		<b>DEBT SERVICE</b>							
165		Budget Excess		0	0	0		0	
166	6180J	Loan Principal - John Deere	6,270	522	0	0		0	
167	6180J	Loan Principal - Ford (7mos)	6,352	6,740	7,152	4,373		4,373	
168	2520	Loan Principal - Western Fin (Toro)	-	2,265	3,490	3,646		3,646	
169	6180H	Interest Expense - Ford Motor (7mos)		905	493	87		87	
170	6180H	Interest Expense - Western Finance	-	556	588	432		432	
171	6180J	Loan Principal		0	0	0		0	
172	6180H	Interest Expense	1,293	0	0	0		0	
173									
174									
175		<b>Total Debt Service</b>	<b>\$13,915</b>	<b>\$10,988</b>	<b>\$11,723</b>	<b>\$8,538</b>		<b>\$8,538</b>	
176		<b>ADMINISTRATIVE COST ALLOCATION</b>							
177	6200	Allocated Overhead	102,298	136,604	121,178	133,250		133,250	
178									
179		<b>Total Administrative Cost Allocation</b>	<b>\$102,298</b>	<b>\$136,604</b>	<b>\$121,178</b>	<b>\$133,250</b>		<b>\$133,250</b>	
180		<b>Total Expenditures</b>	<b>\$654,435</b>	<b>\$709,067</b>	<b>\$706,487</b>	<b>\$815,663</b>		<b>\$815,663</b>	


A	B	C	D	G	H	I	J	K	L	
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b>								
2		<b>FUND LEVEL ANALYSIS</b>								
3		<b>FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02</b>							3%	
4	<b>ACCOUNT NO.</b>	<b>GENERAL FUND (GF)</b>	<b>ACTUAL FY 2017/2018</b>	<b>(unaudited) ACTUAL FY 2018/2019</b>	<b>ESTIMATED FY 2019/2020</b>	<b>2020/2021 PROPOSED BUDGET</b>				
5		<b>FACILITIES &amp; RESOURCES - 02</b>								
6										
7										
181		<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(\$29,864)</b>	<b>(\$11,030)</b>	<b>\$6,796</b>	<b>(\$58,086)</b>				
182		<b>TRANSFERS &amp; ENCUMBRANCES</b>								
183		Transfers In - From General Fund	0	0						
184		(Transfers Out)		0						
185		Encumbrances - Sources of Funding		0						
186		Encumbrances - (Designated Funds)		0						
187										
188		<b>NET TRANSFERS &amp; ENCUMBRANCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>				
189		<b>RESERVES</b>								
190		Use of Reserves		0						
191		(Additions to Reserves)		0						
192		Other Adjustments		0						
193										
194										
195		<b>RESERVES - INCREASE / (DECREASE)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>				
196		<b>NET BUDGETARY SOURCES/USES</b>	<b>(\$29,864)</b>	<b>(\$11,030)</b>	<b>\$6,796</b>	<b>(\$58,086)</b>				
197										
198		<b>RESERVES</b>								
199		Beginning Reserves								
200		Operating Surplus / (Deficit)	<b>(\$29,864)</b>	<b>(\$11,030)</b>	<b>\$6,796</b>	<b>(\$58,086)</b>				
201		Transfers & Encumbrances	\$0	\$0	\$0	\$0				
202		<b>ENDING RESERVES</b>	<b>(\$29,864)</b>	<b>(\$11,030)</b>	<b>\$6,796</b>	<b>(\$58,086)</b>				


GENERAL FUND  
ADMINISTRATION DEPARTMENT – 09





A	B	C	D	G	H	I	J	K	L
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09 3%							
2									
3									
4	ACCOUNT	GENERAL FUND (GF)		ACTUAL	(unaudited) ACTUAL	ESTIMATED	2020/2021		
5	NO.	ADMINISTRATIVE DEPARTMENT - 09		FY 2017/2018	FY 2018/2019	FY 2019/2020	BUDGET		
6									
7									
8		<b>SOURCES OF FUNDS</b>							
9		<b>REVENUES</b>							
10	01 4001	Franchise Fees		0	86,289	111,345		118,000	
11	01 4013	Vacation Rental Registration Fee		756	486	454		600	
13	01 4200	Interest Income		18,853	33,381	42,895		20,966	
14	01 4310	Property Tax-All		0	0	30,732		15,366	
15	01 4311	County Administrative Fee		0	0	0		0	
16	01 4385	Radio Vault Rent		2,400	2,400	2,400		2,400	
17	01 4389	Public Records Request		73	18	0		0	
18	01 4390	Miscellaneous Revenue		1,344	9,101	1,545		1,545	
19				0	0				
33		<b>Total Revenues</b>		<b>\$23,426</b>	<b>\$131,676</b>	<b>\$189,371</b>		<b>\$158,877</b>	
34		<b>OTHER SOURCES OF FUNDS</b>							
35		Allocated Administrative Overhead		1,843,961	2,054,283	2,009,556		2,213,443	
40									
42		<b>Total Other Sources of Funds</b>		<b>\$1,843,961</b>	<b>\$2,054,283</b>	<b>\$2,009,556</b>		<b>\$2,213,443</b>	
43		<b>Total Sources of Funds</b>		<b>\$1,867,387</b>	<b>\$2,185,959</b>	<b>\$2,198,927</b>		<b>\$2,372,320</b>	
44		<b>USES OF FUNDS</b>							
46		<b>SALARIES &amp; WAGES</b>							
47	5000	Salary & Wages		712,834	740,206	605,449		815,078	
48	5010	Overtime		13,704	12,677	8,256		20,000	
49	5030	Director's		31,800	30,200	34,048		36,000	
50	5040	Sick Leave/Vacation Pay		57,273	84,923	50,001		0	
51	5050	Holiday Pay		36,165	26,857	34,988		0	




A	B	C	D	G	H	I	J	K	L	
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09</b>							3%	
2										
3										
4	ACCOUNT	GENERAL FUND (GF)		ACTUAL	(unaudited)	ESTIMATED	2020/2021			
5	NO.	ADMINISTRATIVE DEPARTMENT - 09		FY 2017/2018	FY 2018/2019	FY 2019/2020	PROPOSED			
6							BUDGET			
7										
52		Reduction for "E" Step		0	0	0		(9,038)		
53										
54		<b>Total Salaries &amp; Wages</b>		<b>\$851,776</b>	<b>\$894,863</b>	<b>\$732,742</b>		<b>\$862,040</b>		
55		<b>BENEFITS</b>								
56	5102	Dental Insurance - Ameritas		8,597	9,380	10,267		9,980		
57	5103	Medical Insurance		96,490	76,123	66,323		81,473		
58	5105	Life Insurance		673	469	710		1,152		
59	5106	FICA		46,524	40,614	48,673		51,695		
60	5107	Medicare		12,364	12,856	11,709		12,799		
61	5108	Workers Compensation		4,912	6,432	7,232		4,700		
62	5109	Retirement-PERS		144,902	139,778	179,018		208,451		
63	5111	Payroll Tax Expense		0	18	(345)		0		
64	5112	Unemployment Insurance		0	3,067	8,872		0		
65	5120	Other Employee Benefits		18,843	9,783	11,230		11,600		
66	5121	Retirees Health		68,188	76,495	78,065		90,076		
67	5122	Medical Reimbursements - HRA		13,060	9,733	14,127		15,200		
72				0	0					
74		<b>Total Benefits</b>		<b>\$414,553</b>	<b>\$384,749</b>	<b>\$435,881</b>		<b>\$487,126</b>		
75		<b>Total Personnel Services</b>		<b>\$1,266,329</b>	<b>\$1,279,612</b>	<b>\$1,168,623</b>		<b>\$1,349,166</b>		
76		<b>SERVICES &amp; SUPPLIES</b>								
77	6010	Ads - Legal/Other		133	626	851		877		
78	6011	Public Information - General		1,841	2,347	877		903		
79		Public Information - Increase in Monthly Svcs Fees						272		
80	6011W	Public Information - Website		47	5,802	2,894		2,981		
81	6013	Donations		0	0	0		0		
82	6014	Public Events		24	279	279		287		

A	B	C	D	G	H	I	J	K	L
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> 3%							
2		<b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09</b>							
3		<b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND (GF)</b> <b>ADMINISTRATIVE DEPARTMENT - 09</b>							
4	<b>ACCOUNT NO.</b>	<b>GENERAL FUND (GF)</b>	<b>ACTUAL FY 2017/2018</b>	<b>(unaudited) ACTUAL FY 2018/2019</b>	<b>ESTIMATED FY 2019/2020</b>	<b>2020/2021 PROPOSED BUDGET</b>			
5									
6									
7									
83	6030	Insurance	89,057	111,908	129,809	172,477			
84	6033B	Maintenance & Repairs - Buildings	5,541	6,435	16,524	17,020			
85	6033G	Maintenance & Repairs - Grounds	1,316	3,100	2,239	2,306			
86	6033V	Maintenance & Repairs - Vet's Hall	0	0	0	0			
87	6041L	Maintenance & Repairs-Vehicles Licenses	4,899	445	262	270			
88	6044	Computer/Copier /Printer Srvcs/MaintAgre	84,648	66,027	110,463	113,777			
96	6045	Computer/Copier/Printer Supplies/Upgrade	9,145	7,496	7,210	7,426			
97	6048	Security & Safety	252	504	775	798			
98	6048E	Safety-Med	0	450	38	39			
99	6050	Office Supplies	15,070	7,327	5,309	5,468			
100	6051	Postage & Shipping	3,138	3,931	1,699	1,750			
101	6052	Bank Charges	2,886	1,626	0	0			
102	6053	Printing/Forms	1,322	1,806	2,703	2,784			
103	6054	Membership -Dues , Publications & Books	14,010	13,643	9,991	10,291			
104	6055	Government Fees and Licenses	32,597	45,950	29,162	30,037			
105		LAFCO (15% reduction)				(3,800)			
106		Consolidated Election 2020 - New Request				11,000			
107		NeoGov - Performance License - New Request				3,874			
108		NeoGov - Learn License - New Request				5,165			
109		Neo Gov - One Time Setup - New Request				2,500			
110	6058	Cash Over (Short)	69	(24)	(31)	0			
111	6060C	Utilities Cell Phone	5,354	4,369	5,170	5,325			
112	6060E	Utilities Electricity	8,329	5,741	6,300	6,489			
113	6060G	Utilities Gas	510	220	225	232			
114	6060I	Utilities Internet Access	10,352	10,964	10,789	11,113			
115	6060P	Utilities Phone-Land Lines, Faxes, Alarms	6,380	6,160	7,323	7,543			
116	6060S	Utilities Sewer	352	396	480	494			
117	6060W	Utilities Water	160	178	227	234			
118	6070	Equipment Rental	376	502	602	620			


A	B	C	D	G	H	I	J	K	L	
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09								3%	
2										
3										
4	<b>ACCOUNT</b>	<b>GENERAL FUND (GF)</b>		<b>ACTUAL</b>	<b>(unaudited)</b>	<b>ESTIMATED</b>	<b>2020/2021</b>	<b>PROPOSED</b>		
5	<b>NO.</b>	<b>ADMINISTRATIVE DEPARTMENT - 09</b>		<b>FY 2017/2018</b>	<b>FY 2018/2019</b>	<b>FY 2019/2020</b>	<b>BUDGET</b>	<b>BUDGET</b>		
7										
119	6075	Rental Expense Office Space		41,177	33,177	30,053	30,955			
120	6080A	Prof Services - Audit		8,250	2,500	14,250	14,678			
121	6080F	Prof Services - Finance		1,725	2,100	0	0			
122	6080K	Prof Services-District Counsel		175,574	149,310	196,162	202,047			
123	6080L	Prof Services-Legal		94,595	99,802	59,864	61,660			
124	6080M	Prof Services - Miscellaneous/Other		13,673	14,964	25,586	26,354			
125		Strategic Planning Consultant - New Request				5,500	7,500			
126	6080T	Professional Services - Temporary		22,263	65,248	23,938	30,000			
127	6086	Outside Non-Professional Services		31,411	25,713	22,508	23,183			
128	6088	Claims		0	0	0	0			
129	6090	Department Operating Supplies		2,275	1,006	2,046	2,107			
130	6094	Clothing/Uniforms		0	19	477	491			
131	6095	Office Furniture/Equipment		841	2,787	3,209	3,305			
132		Ergonomic Remodel - Front Desk New Request					1,500			
133		Ergonomic Remodel - FM Office New Request					2,000			
134		Ergonomic Remodel - GM Office New Request					1,700			
135		Video Conference Package - GM Office - New Request					5,500			
136		Cashiering Hardware (Tyler Impl) New Request					2,000			
137	6096	Fuel		0	614	228	235			
138	6115	Meeting Expenses		7,946	3,681	2,093	2,156			
139		Zoom for Remote Video Meetings 1Yr - New Request				1,200	4,800			

A	B	C	D	E	F	G	H	I	J	K	L	
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b>										
2		<b>FUND LEVEL ANALYSIS</b>										
3		<b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09</b>										
4	ACCOUNT	GENERAL FUND (GF)						(unaudited)	ESTIMATED		2020/2021	
5	NO.	ADMINISTRATIVE DEPARTMENT - 09						FY 2018/2019	FY 2019/2020		PROPOSED	
6												
7												
140	6120D	Travel, Training, Seminars – Directors		3,660		367		2,250			2,318	
141	6120E	Travel, Training, Seminars – Employees		14,122		9,824		9,407			9,689	
142	6120G	Training - LCW (Incl Library Subscription)		0		0		4,940			5,088	
143	6124	Employee Recognition		222		250		137			141	
144	6125	Employee Recruitment		5,241		6,898		4,193			4,318	
145						0					0	
146												
160		<b>Total Services &amp; Supplies</b>		<b>\$720,783</b>		<b>\$726,467</b>		<b>\$760,212</b>			<b>\$864,277</b>	
161		<b>CAPITAL OUTLAY</b>										
162	6170I	Purchase Administrative Office				0		0				
163	6170	Purchase Administrative Software				32,742		68,850			0	
164		Purchase Fixed Asset Module						1,200			0	
165		Purchase Work Order Module						6,000			0	
166	6170	Remodel Administration Office				15,741		0			0	
167	6170	Capital Assets - Replace Servers		45,282		0						
168												
169												
171		<b>Total Capital Outlay</b>		<b>\$45,282</b>		<b>\$48,483</b>		<b>\$76,050</b>			<b>\$0</b>	
172		<b>DEBT SERVICE</b>										
173	6180J	Loan Principal - Ford Fusion		4,835		0						
174	6180H	Interest Expense - Ford Fusion		169		0						
175												
176		<b>Total Debt Service</b>		<b>\$5,004</b>		<b>\$0</b>		<b>\$0</b>			<b>\$0</b>	
177		<b>ADMINISTRATIVE COST ALLOCATION</b>										
178												
179												
180		<b>Total Administrative Cost Allocation</b>		<b>\$0</b>		<b>\$0</b>		<b>\$0</b>			<b>\$0</b>	
181		<b>Total Expenditures</b>		<b>\$2,037,398</b>		<b>\$2,054,562</b>		<b>\$2,004,885</b>			<b>\$2,213,443</b>	


A	B	C	D	G	H	I	J	K	L	
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09							3%	
2										
3										
4	ACCOUNT	GENERAL FUND (GF)	ACTUAL	(unaudited) ACTUAL	ESTIMATED	2020/2021				
5	NO.	ADMINISTRATIVE DEPARTMENT - 09	FY 2017/2018	FY 2018/2019	FY 2019/2020	PROPOSED				
6						BUDGET				
7										
182										
183		<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(\$170,011)</b>	<b>\$131,397</b>	<b>\$194,042</b>	<b>\$158,877</b>				
184		<b>TRANSFERS &amp; ENCUMBRANCES</b>								
185	01.4625	Transfers In - From General Fund	0	0	0					
186		(Transfers Out - To General Fund)		0	0					
187		Encumbrances - Sources of Funding		(76,050)	0					
188		Encumbrances - (Designated Funds)		0	76,050					
189										
190		<b>NET TRANSFERS &amp; ENCUMBRANCES</b>	<b>\$0</b>	<b>(\$76,050)</b>	<b>\$76,050</b>	<b>\$0</b>				
191		<b>RESERVES</b>								
192		Use of Reserves		0	0					
193		(Additions to Reserves)		0	0					
194		Other Adjustments		0	0					
195										
196		<b>RESERVES - INCREASE / (DECREASE)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>				
197		<b>NET BUDGETARY SOURCES/USES</b>	<b>(\$170,011)</b>	<b>\$55,347</b>	<b>\$270,092</b>	<b>\$158,877</b>				
198										
199		<b>RESERVES</b>								
200		Beginning Reserves								
201		Operating Surplus / (Deficit)	<b>(\$170,011)</b>	\$131,397	\$194,042	\$158,877				
202		Transfers & Encumbrances	\$0	<b>(\$76,050)</b>	\$76,050	\$96,817				
203		<b>ENDING RESERVES</b>	<b>(\$170,011)</b>	<b>\$55,347</b>	<b>\$270,092</b>	<b>\$255,694</b>				


GENERAL FUND  
PARKS, RECREATION & OPEN SPACE  
DEPARTMENT – 16



A	B	C	D	G	H	I	J	K	
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>PARKS, RECREATION &amp; OPEN SPACE - GENERAL FUND - 01, DEPARTMENT - 16</b>							3%
2									
3									
4	ACCOUNT NO.	GENERAL FUND (GF) PROS DEPARTMENT - 16		ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020		2020/2021 PROPOSED BUDGET	
7									
8	<b>SOURCES OF FUNDS</b>								
9	<b>REVENUES</b>								
10	01 4001	Franchise Fees		85,842	0	0		0	
11	01 4310	Property Tax		150,754	45,989	48,292		49,911	
12	01 4311	County Administrative Fee		(426)	(333)	(310)		(315)	
13	01 4390	Miscellaneous Revenue		505	505	0		505	
31					0				
32									
33		<b>Total Revenues</b>		<b>\$236,675</b>	<b>\$46,161</b>	<b>\$47,982</b>		<b>\$50,101</b>	
34	<b>OTHER SOURCES OF FUNDS</b>								
38	01 4395	Proposition 1A Reserve		0	0				
39	01 4615	Reserve Transfer In		0	0				
43		<b>Total Other Sources of Funds</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	
44		<b>Total Sources of Funds</b>		<b>\$236,675</b>	<b>\$46,161</b>	<b>\$47,982</b>		<b>\$50,101</b>	
45	<b>USES OF FUNDS</b>								
47	<b>SALARIES &amp; WAGES</b>								
48					0				
55		<b>Total Salaries &amp; Wages</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	
56	<b>BENEFITS</b>								
57					0				
71		<b>Total Benefits</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	



A	B	C	D	G	H	I	J	K
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b>						
2		<b>FUND LEVEL ANALYSIS</b>						
3		<b>PARKS, RECREATION &amp; OPEN SPACE - GENERAL FUND - 01, DEPARTMENT - 16</b>						
4								3%
5	<b>ACCOUNT NO.</b>	<b>GENERAL FUND (GF)</b>	<b>ACTUAL FY 2017/2018</b>	<b>(unaudited) ACTUAL FY 2018/2019</b>	<b>ESTIMATED FY 2019/2020</b>	<b>2020/2021 PROPOSED BUDGET</b>		
6		<b>PROS DEPARTMENT - 16</b>						
7								
72		<b>Total Personnel Services</b>	\$0	\$0	\$0	\$0		\$0
73		<b>SERVICES &amp; SUPPLIES</b>						
74	6011I	Public Information - General	0	276	0			0
75	6033P	M & R - Skate Park Repairs/Design			8,586			17,256
76	6053	Printing Forms	0	1,144	1,000			1,030
77	6115	Meeting Expense	163	0	0			0
133	6080	Professional Svs - Grant Writer - New Request		0	0			3,000
134								
135		<b>Total Services &amp; Supplies</b>	\$163	\$1,419	\$9,586			\$21,286
136		<b>CAPITAL OUTLAY</b>						
137			341,626	0	0			0
138								
139								
140								
141								
142								
143								
144		<b>Total Capital Outlay</b>	\$341,626	\$0	\$0			\$0
145		<b>DEBT SERVICE</b>						
146				0	0			0
147								
148								
149		<b>Total Debt Service</b>	\$0	\$0	\$0			\$0
150		<b>ADMINISTRATIVE COST ALLOCATION</b>						
151			49,513	32,532	27,482			28,815
152								
153		<b>Total Administrative Cost Allocation</b>	\$49,513	\$32,532	\$27,482			\$28,815
154		<b>Total Expenditures</b>	\$391,302	\$33,951	\$37,068			\$50,101


A	B	C	D	G	H	I	J	K
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b>							
2	<b>PARKS, RECREATION &amp; OPEN SPACE - GENERAL FUND - 01, DEPARTMENT - 16</b>							3%
3								
4	ACCOUNT NO.	GENERAL FUND (GF) PROS DEPARTMENT - 16	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET		
155								
156	<b>OPERATING SURPLUS/(DEFICIT)</b>		<b>(\$154,627)</b>	<b>\$12,210</b>	<b>\$10,914</b>			
157	<b>TRANSFERS &amp; ENCUMBRANCES</b>							
158	01 4625	Transfers In - From General Fund	0	0	0	0		
159		(Transfers Out)		0	0	0		
160		Encumbrances - Sources of Funding		0	0	0		
161		Encumbrances - (Designated Funds)		0	0	0		
162								
163	<b>NET TRANSFERS &amp; ENCUMBRANCES</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		
164	<b>RESERVES</b>							
165		Use of Reserves		0	0	0		
166		(Additions to Reserves)		0	0	0		
167		Other Adjustments		0	0	0		
168								
169	<b>RESERVES - INCREASE / (DECREASE)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		
170	<b>NET BUDGETARY SOURCES/USES</b>		<b>(\$154,627)</b>	<b>\$12,210</b>	<b>\$10,914</b>	<b>\$0</b>		
171								
172	<b>RESERVES</b>							
173		Beginning Reserves						
174		Operating Surplus / (Deficit)	<b>(\$154,627)</b>	\$12,210	\$10,914	\$0		
175		Transfers & Encumbrances	\$0	\$0	\$0	\$0		
176	<b>ENDING RESERVES</b>		<b>(\$154,627)</b>	<b>\$12,210</b>	<b>\$10,914</b>	<b>\$0</b>		


## ENTERPRISE FUND SUMMARY

- Water Department – 11
- Sustainable Water Facility (SWF) Operations  
Department – 39
  - SWF Capital Department – 40
  - Wastewater Department - 12

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
CAMBRIA COMMUNITY SERVICES DISTRICT																									
FUND LEVEL ANALYSIS																									
ENTERPRISE FUNDS																									
ACCOUNT NO.	ENTERPRISE FUNDS	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE																2020/2021 PROP. 218 VARIANCE		
8	SOURCES OF FUNDS																								
10	Water	\$2,713,608	\$3,179,134	\$3,327,902	\$3,589,417	\$3,589,417	\$417																\$417		
11	SWF	\$912,408	\$1,024,481	\$1,149,780	\$1,302,347	\$1,321,000	(\$18,653)																(\$18,653)		
12	SWF-Capital	\$0	\$68,706	\$0	\$0	\$0	\$0																\$0		
13	Total Water	\$3,626,016	\$4,272,321	\$4,477,682	\$4,891,764	\$4,910,000	(\$18,236)																(\$18,236)		
14	Wastewater	\$2,150,012	\$2,527,561	\$2,935,412	\$3,322,082	\$3,364,000	(\$41,918)																(\$41,918)		
15	Total Sources of Funds	\$5,776,028	\$6,799,882	\$7,413,095	\$8,213,846	\$8,274,000	(\$60,154)																(\$60,154)		
16	USES OF FUNDS																								
19	Water	\$2,406,316	\$1,975,864	\$3,082,999	\$3,065,442	\$3,572,000	\$506,558																\$506,558		
20	SWF	\$1,400,192	\$1,333,478	\$975,444	\$989,582	\$1,121,000	\$131,418																\$131,418		
21	SWF-Capital	\$0	\$227,040	\$400,380	\$0	\$50,000	\$50,000																\$50,000		
22	Total Water	\$3,806,508	\$3,536,382	\$4,458,823	\$4,055,024	\$5,743,000	\$1,687,976																\$1,687,976		
23	Wastewater	\$2,223,228	\$2,307,889	\$2,536,148	\$3,717,319	\$3,376,000	(\$341,319)																(\$341,319)		
24	Total Expenditures	\$6,029,736	\$5,844,271	\$6,994,971	\$7,772,343	\$9,119,000	\$346,657																\$346,657		
25	OPERATING SURPLUS/(DEFICIT)																								
26	Water	\$307,292	\$1,203,270	\$244,903	\$523,975	\$17,000	\$506,975																\$506,975		
27	SWF	(\$487,784)	(\$308,997)	\$174,336	\$312,765	\$200,000	\$112,765																\$112,765		
28	SWF-Capital	\$0	(\$158,334)	(\$400,380)	\$0	(\$50,000)	(\$50,000)																(\$50,000)		
29	Total Water	(\$180,492)	\$735,939	\$18,660	\$836,740	\$167,000	\$689,740																\$689,740		
30	Wastewater	(\$73,216)	\$219,672	\$399,265	(\$395,237)	(\$12,000)	(\$383,237)																(\$383,237)		
31	OPERATING SURPLUS/(DEFICIT)	(\$253,708)	\$955,611	\$418,124	\$441,503	\$155,000	\$286,503																\$286,503		
46	RESERVES																								
47	Beginning Reserves																								
48	Water	\$0	\$0	\$0	\$0	\$0	\$0																\$0		
49	SWF	\$0	\$0	\$0	\$0	\$0	\$0																\$0		
50	SWF-Capital	\$0	\$0	\$0	\$0	\$0	\$0																\$0		
51	Total Water	\$0	\$0	\$0	\$0	\$0	\$0																\$0		
52	Wastewater	\$0	\$0	\$0	\$0	\$0	\$0																\$0		
53	Beginning Reserves	\$0	\$0	\$0	\$0	\$0	\$0																\$0		
54	Operating Surplus / (Deficit)	\$307,292	\$1,203,270	\$244,903	\$523,975	\$17,000	\$506,975																\$506,975		
55	Water	(\$487,784)	(\$308,997)	\$174,336	\$312,765	\$200,000	\$112,765																\$112,765		
56	SWF	\$0	(\$158,334)	(\$400,380)	\$0	(\$50,000)	(\$50,000)																(\$50,000)		
57	SWF-Capital	(\$180,492)	\$735,939	\$18,660	\$836,740	\$167,000	\$689,740																\$689,740		
58	Total Water	(\$73,216)	\$219,672	\$399,265	(\$395,237)	(\$12,000)	(\$383,237)																(\$383,237)		
59	Wastewater	\$0	\$0	\$0	\$0	\$0	\$0																\$0		
60	Operating Surplus / (Deficit)	(\$253,708)	\$955,611	\$418,124	\$441,503	\$155,000	\$286,503																\$286,503		
61	Transfers & Encumbrances																								
62	Water	\$0	(\$175,965)	\$123,724	\$0	\$0	\$0																\$0		
63	SWF	\$0	(\$5,198)	(\$167,802)	\$0	\$0	\$0																\$0		
64	SWF-Capital	\$0	(\$88,510)	\$88,510	\$0	\$0	\$0																\$0		
65	Total Water	\$0	(\$269,673)	\$44,432	\$0	\$0	\$0																\$0		
66	Wastewater	\$0	(\$44,257)	\$44,258	\$0	\$0	\$0																\$0		
67	Transfers & Encumbrances	\$0	(\$313,930)	\$88,690	\$0	\$0	\$0																\$0		
68	ENDING RESERVES	(\$253,708)	\$641,681	\$506,814	\$261,503	(\$25,000)	\$286,503																\$286,503		
69																									

WATER FUND  
WATER DEPARTMENT – 11

A	B	C	G	H	I	J	K	L	Y	Z
1		CAMBRIA COMMUNITY SERVICES DISTRICT								
2		FUND LEVEL ANALYSIS								
3		WATER FUND - 11, DEPARTMENT - 11								
4	ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 11	ACTUAL	(unaudited)	ESTIMATED	2020/2021	2020/2021	2020/2021	2020/2021	2020/2021
5			FY 2017/2018	FY 2018/2019	FY 2019/2020	PROPOSED BUDGET	PROP. 218 ESTIMATES	PROP. 218 VARIANCE		
6										
7										
8	SOURCES OF FUNDS									
10		Revenues	\$2,713,608	\$3,104,262	\$3,327,902	\$3,589,417	\$3,589,000	\$417		
11		Other Sources of Funds	\$0	\$74,871	\$0	\$0	\$0	\$0		
12		<b>Total Sources of Funds</b>	<b>\$2,713,608</b>	<b>\$3,179,134</b>	<b>\$3,327,902</b>	<b>\$3,589,417</b>	<b>\$3,589,000</b>	<b>\$417</b>		
13	USES OF FUNDS									
16		Salaries & Wages	\$541,578	\$475,681	\$424,502	\$537,612				
17		Benefits	\$281,470	\$269,502	\$274,931	\$350,814				
18		Personnel Services	\$823,048	\$745,183	\$699,434	\$888,426				
19		Services & Supplies	\$664,640	\$465,918	\$702,271	\$766,059	\$1,100,000	\$211,574		
20		Capital Outlay	\$0	\$169,330	\$679,650	\$314,000	\$789,000	\$22,941		
21		Debt Service	\$9,280	\$9,690	\$26,547	\$26,548	\$700,000	\$386,000		
22		Administrative Cost Allocation	\$909,348	\$585,742	\$975,098	\$1,070,409	\$983,000	(\$26,548)		
23		<b>Total Expenditures</b>	<b>\$2,406,316</b>	<b>\$1,975,864</b>	<b>\$3,082,999</b>	<b>\$3,065,442</b>	<b>\$3,572,000</b>	<b>\$506,558</b>		
24		<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>\$307,292</b>	<b>\$1,203,270</b>	<b>\$244,903</b>	<b>\$523,975</b>	<b>\$17,000</b>	<b>\$506,975</b>		
39	RESERVES									
40		Beginning Reserves	0	0	0	0	0	0		
41		Operating Surplus / (Deficit)	\$307,292	\$1,203,270	\$244,903	\$523,975	17,000	506,975		
42		Transfers & Encumbrances	\$0	(\$175,965)	\$123,724	\$0	0	-		
43		<b>ENDING RESERVES</b>	<b>\$307,292</b>	<b>\$1,027,305</b>	<b>\$368,627</b>	<b>\$523,975</b>	<b>\$17,000</b>	<b>\$506,975</b>		

A	B	C	G	H	I	J	K	L	Y	Z
				(unaudited)						
			ACTUAL	ACTUAL	ESTIMATED	PROPOSED	2020/2021	2020/2021	2020/2021	2020/2021
			FY 2017/2018	FY 2018/2019	FY 2019/2020	BUDGET	ESTIMATES	ESTIMATES	PROP. 218	PROP. 218
									VARIANCE	VARIANCE
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>WATER FUND - 11, DEPARTMENT - 11</b>								
2		3%								
3										
4	ACCOUNT NO.	WATER FUND	ACTUAL	(unaudited)	ESTIMATED	PROPOSED	2020/2021	2020/2021	2020/2021	2020/2021
5		WATER DEPARTMENT - 11	FY 2017/2018	FY 2018/2019	FY 2019/2020	BUDGET	ESTIMATES	ESTIMATES	PROP. 218	PROP. 218
6										
7										
8		<b>SOURCES OF FUNDS</b>								
9		<b>REVENUES</b>								
10	11 4000	Service Sales	2,354,809	2,681,464	2,908,404	3,145,667	3,177,000	3,177,000		(31,333)
11	11 4007	Returned Ck Fee	905	815	675					0
12	11 4008	Acct Setup/cise	8,291	4,586	4,004					0
13	11 4009	Off Hours	0	0	0					0
14	11 4010	Water Penalty	45,927	45,316	28,917					0
15	11 4011	Serv/Disc/Recon	641	410	0					0
16	11 4012	Meter Tampering	0	0	0					0
17	11 4014	Water Serv Fees	16,349	6,317	0					0
18	11 4023	Penalty/Surcharge	0	0	0					0
19	11 4050	Administrative Fee Revenue	10,731	6,803	6,357					0
20	11 4100	Connect Rev-SFR	11,632	0	0	10,000	10,000	0		10,000
21	11 4101	Wait List Maintenance Fee	21,541	62,922	56,423	62,000	62,000	62,000		0
22	11 4110	Remodel Impact Fees	38,307	61,395	37,901	70,000	70,000	70,000		0
23	11 4120	Connect Rev-Com	0	0	0					0
24	11 4122	Retrofit In-Lieu Fee	18,000	44,050	(7,750)					0
25	11 4124	Assignment Fees	5,759	6,196	2,667	4,150	4,150	0		4,150
26	11 4128	Admin Fees	0	0	70,000	70,000	70,000	70,000		0
27	11 4130	Voluntary Lot Merger	0	0	0					0
28	11 4311	County Administrative Fee	(7,890)	(7,800)	0					0
29	11 4360	Standby Availability Charges	175,896	177,654	178,000	178,000	178,000	178,000		0
30	11 4373	Inspection Fee Revenue	12,040	11,254	8,491	9,100	9,100	0		9,100
31	11 4390	Miscellaneous Revenue	670	2,882	2,814	1,000	1,000	0		1,000
32	11 4390	Water Conservation Grant - New Request	0	0	0	7,500	7,500	0		7,500
33	11 4200	Interest Income	0	0	31,000	32,000	32,000	32,000		0
34										
35		<b>Total Revenues</b>	<b>\$2,713,608</b>	<b>\$3,104,262</b>	<b>\$3,327,902</b>	<b>\$3,589,417</b>	<b>\$3,589,000</b>	<b>\$3,589,000</b>		<b>\$417</b>
36		<b>OTHER SOURCES OF FUNDS</b>								
37	11 4397	Loan Proceeds - Dump Truck		74,871	0					0
38				0						0
39										
40										
41										
42										
43										
44		<b>Total Other Sources of Funds</b>	<b>\$0</b>	<b>\$74,871</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>
45		<b>Total Sources of Funds</b>	<b>\$2,713,608</b>	<b>\$3,179,134</b>	<b>\$3,327,902</b>	<b>\$3,589,417</b>	<b>\$3,589,000</b>	<b>\$3,589,000</b>		<b>\$417</b>
46		<b>USES OF FUNDS</b>								

A	B	C	G	H	I	J	K	L	Y	Z
1	2	3	4	5	6	7	8	9	10	11
ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 11	(unaudited) ACTUAL FY 2018/2018	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE	2020/2021 PROP. 218 VARIANCE	2020/2021 PROP. 218 VARIANCE
3%										
48		<b>SALARIES &amp; WAGES</b>								
49	5000	Salary & Wages	410,935	355,560	329,484	542,900	0	(542,900)		
50	5010	Overtime	51,842	38,428	35,707	35,000	0	(35,000)		
51	5020	Standby	18,200	18,080	18,268	18,250	0	(18,250)		
52	5040	Sick/Vacation Pay	38,061	46,166	20,373	0	0	0		
53	5050	Holiday Pay	22,540	17,448	20,670	0	0	0		
54		Reduction for "E" Step		0	0					
55		Prop 218 Estimates								58,538
56		<b>Total Salaries &amp; Wages</b>	<b>\$541,578</b>	<b>\$475,681</b>	<b>\$424,502</b>	<b>\$537,612</b>	<b>\$0</b>	<b>(\$537,612)</b>		
57		<b>BENEFITS</b>								
58	5101	Uniform Allowance	1,000	2,000	1,920	2,000	0	(2,000)		
59	5102	Dental Insurance	9,139	7,929	7,482	6,940	0	(6,940)		
60	5103	Medical Insurance	81,932	77,248	66,886	66,776	0	(66,776)		
61	5105	Life Insurance	549	534	554	958	0	(958)		
62	5106	FICA	31,720	26,624	28,626	35,815	0	(35,815)		
63	5107	Medicare	7,676	6,753	6,653	8,752	0	(8,752)		
64	5108	Workers Compensation	11,915	13,386	14,003	29,519	0	(29,519)		
65	5109	PERS - Retirement	94,364	89,563	88,078	123,546	0	(123,546)		
66	5120	Other Employee Benefits	1,988	1,564	1,602	5,450	0	(5,450)		
67	5121	Retirees Health	31,287	34,631	50,063	56,992	0	(56,992)		
68	5122	Medical Reimbursements - HRA	9,900	9,269	9,063	14,066	0	(14,066)		
69				0			0	0		
70		Prop. 218 Salaries and Benefits		0			906,000	906,000		
71		Prop. 218 Salaries and Benefits-Added Staff					194,000	194,000		
72		<b>Total Benefits</b>	<b>\$281,470</b>	<b>\$269,502</b>	<b>\$274,931</b>	<b>\$350,814</b>	<b>\$1,100,000</b>	<b>\$749,186</b>		
73		<b>Total Personnel Services</b>	<b>\$823,048</b>	<b>\$745,183</b>	<b>\$699,434</b>	<b>\$888,426</b>	<b>\$1,100,000</b>	<b>\$211,574</b>		
74		<b>SERVICES &amp; SUPPLIES</b>								
75	6010	Ads - Legal/Other	762	339	0	0	0	0		
76	6011	Public Information - General	844	0	2,060	2,121	0	(2,121)		
77	6030	Insurance (new dump truck)	0	1,639	0	0	0	0		
78	6031	Old M & R Lift Station	357	0	0	0	0	0		
79	6031D	Maintenance & Repairs	151,559	52,025	99,459	105,226	0	(105,226)		
80	6031F	Maintenance & Repairs - Fire Hydrants	825	39	555	3,090	0	(3,090)		
81	6031G	Maintenance & Repairs - Generators	0	835	0	1,547	0	(1,547)		
82	6031L	Maintenance & Repairs - Leimert Booster	544	833	0	1,030	0	(1,030)		




A	B	C	G	H	I	J	K	L	Y	Z
1	2	3	4	5	6	7	8	9	10	11
ACCOUNT NO.	WATER FUND	WATER DEPARTMENT - 11	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE		
83	6031M	Maintenance & Repairs - Water Meters	23,137	1,492	4,008	4,128	0	(4,128)		
84		Production Meter Testing - New Request				5,872		(5,872)		
85	6031P	Pumps	989	0	0	0	0	0		
86	6031Q	Maintenance & Repairs - SR3 Well	2,590	3,267	8,067	8,309	0	(8,309)		
87	6031R	Maintenance & Repairs - SR4 Well/Filter	15,935	28,398	6,210	33,990	0	(33,990)		
88	6031S	Maint. & Repairs - Water Storage Tanks	9,421	3,433	4,301	4,430	0	(4,430)		
89		Annual Tank Inspection			9,124	9,398	0	(9,398)		
90		Annual Tank Maintenance & Rehab - New Request				46,172		(46,172)		
91	6031T	Maint. & Repairs -Water Treatment Systems	15,373	9,512	1,149	16,478	0	(16,478)		
92	6031V	Maint. & Repairs-Wtr.Values (Cord Pave)	1,464	0	0	3,090	0	(3,090)		
93	6031W	Maintenance & Repairs - Wells	12,895	15,942	2,674	2,754	0	(2,754)		
94		SS Well Field Dosing Lines & Analyzers			0	7,500	0	(7,500)		
95	6031Y	Maint. & Repairs -Water Yard/Booster St.	3,117	600	575	2,575	0	(2,575)		
96	6031Z	Maintenance	0	0	36	38	0	(38)		
97	6032D	M & R WW Disp Eff	0	0	0	0	0	0		
98	6032L	M & R WW Lift Station	0	0	0	0	0	0		
99	6032T	M & R WW Treatment	0	0	0	0	0	0		
100	6033B	Maintenance & Repairs - Buildings	1,244	3,129	10,069	10,371	0	(10,371)		
101		Paint Building			10,000	0		0		
102		Paint Office Building - New Request				10,000		(10,000)		
103	6033G	Maintenance & Repairs - Grounds	2,325	652	12,226	12,592	0	(12,592)		
104	6036	Maintenance & Repairs- Emergency Events	1,844	0	43,727	10,300	0	(10,300)		
105	6037	Maintenance & Repairs - SCADA	8,577	28,797	37,576	38,703	0	(38,703)		
106	6040	Maintenance & Repairs - Equipment	2,424	73	142	147	0	(147)		
107		Maintenance & Repairs - Equipment New Request				853		(853)		
108	6041L	Maintenance & Repairs - Vehicles Licenses	10,757	4,753	10,028	10,329	0	(10,329)		
109	6041N	Maint. & Repairs - Vehicles Non-Licensed	1,039	2,175	729	750	0	(750)		
110	6044	Computer/Copier/Printer Services	585	564	410	422	0	(422)		
111	6045	Computer/Copier/Printer Goods	2,068	3,560	4,631	4,770	0	(4,770)		
112		Reporting Software			2,000	2,060	0	(2,060)		
113		Replace 3 Computers			5,000	5,150	0	(5,150)		
114	6048	Security & Safety	230	1,466	0	3,605	0	(3,605)		
115	6050	Office Supplies	164	515	407	805	0	(805)		
116	6051	Printing & Shipping	9,205	9,113	5,785	5,958	0	(5,958)		
117	6052	Bank Charges	1	0	0	0	0	0		
118	6053	Printing/Forms	5,607	3,064	2,948	3,036	0	(3,036)		
119	6054	Membership Dues, Publications/Books	16,483	3,303	5,632	5,801	0	(5,801)		
120	6055	Government Fees & Licenses	24,893	29,045	31,650	32,599	0	(32,599)		

3%

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**FUND LEVEL ANALYSIS**  
**WATER FUND - 11, DEPARTMENT - 11**



A	B	C	G	H	I	J	K	L	Y	Z
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>WATER FUND - 11, DEPARTMENT - 11</b>									
2										
3										
4	ACCOUNT NO.	WATER FUND	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE		
5		WATER DEPARTMENT - 11								
6										
7										
121	6059	Bad Debt Expense	(48)	(8)	1	1	0	0	0	(1)
122	6060C	Utilities - Cell Phone	2,785	2,085	1,953	2,012	0	0	0	(2,012)
123	6060E	Utilities - Electricity	132,541	132,809	137,983	142,122	0	0	0	(142,122)
124	6060G	Utilities - Gas	0	0	0	0	0	0	0	0
125	6060I	Utilities - Internet	3,556	4,067	4,012	4,133	0	0	0	(4,133)
126	6060P	Utilities - Phone-Land Lines, Faxes, Alarms	5,699	4,755	4,976	5,125	0	0	0	(5,125)
127	6060S	Utilities - Sewer	1,079	1,196	3,303	3,402	0	0	0	(3,402)
128	6060W	Utilities - Water	0	0	0	0	0	0	0	0
129	6063	M & R Communications Equipment	1,848	0	0	2,575	0	0	0	(2,575)
130	6078	Land Lease - Well Site	38,624	40,150	41,504	42,749	0	0	0	(42,749)
131	6080E	Professional Services - Engineering	270	0	0	0	0	0	0	0
132	6080E	Urban Water Mgmt Plan	0	0	75,000	0	0	0	0	0
133	6080G	Professional Services - GIS Development	3,220	1,712	10,070	10,372	0	0	0	(10,372)
134	6080K	Professional Services - District Counsel	7,794	0	0	0	0	0	0	0
135	6080L	Land Conservancy - Lot Inventory, Etc.	21,157	2,655	0	0	0	0	0	0
136	6080M	Professional Services - Misc./Other	50,391	6,871	7,045	7,256	0	0	0	(7,256)
137		Professional Services - Misc./Other New Request			0	7,744	0	0	0	(7,744)
138		Water Use Efficiency Plan Update (moved from 6080E)				10,000	0	0	0	(10,000)
139	6080T	Professional Services - Temporary			934	962	0	0	0	(962)
140	6080V	Voluntary Lot Merger Program	12,715	6,418	3,510	8,499	0	0	0	(8,499)
141	6086	Outside Services	0	0	0	0	0	0	0	0
142	6089	Emergency Medical Supplies	0	89	0	92	0	0	0	(92)
143	6090	Department Operating Supplies	2,656	12,137	29,097	29,969	0	0	0	(29,969)
144	6090B	Sensor Cleaning	0	0	0	0	0	0	0	0
145	6091	Lab Tests	10,527	11,753	11,926	12,284	0	0	0	(12,284)
146	6091B	Operating Supplies	2,497	1,746	1,248	0	0	0	0	0
147	6091G	Calibration	5,028	1,500	9,147	9,421	0	0	0	(9,421)
148	6091H	Lab Testing	0	0	0	0	0	0	0	0
149	6092	Lab Supplies	0	0	2,571	2,649	0	0	0	(2,649)
150	6093	Small Tools and Equipment	4,105	5,456	541	557	0	0	0	(557)
151	6094	Clothing and Uniform	3,986	3,811	2,019	2,079	0	0	0	(2,079)
152	6095	Office Furniture			3,154	1,000	0	0	0	(1,000)
153	6096	Fuel - Gas and Diesel	17,323	11,224	12,898	13,285	0	0	0	(13,285)
154	6115	Meeting Expenses	0	242	120	124	0	0	0	(124)
155	6120E	Travel, Training, Seminars-Employees,	4,230	3,994	7,790	8,023	0	0	0	(8,023)
156	6125	Employee Recruitment	5,399	2,693	2,545	2,621	0	0	0	(2,621)
157	6610	Retrofit Program	0	0	22	0	0	0	0	0
158		Retrofit Program - Giveaways New Request	0	0	0	1,000	0	0	0	(1,000)

3%

A	B	C	G	H	I	J	K	L	Y	Z
ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 11	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE				
159	6611	0	7,725	7,957	0	(7,957)				
160				7,500		(7,500)				
161				4,543		(4,543)				
162		0		0	789,000	789,000				
169					0	0				
170		\$664,640	\$702,271	\$766,059	\$789,000	\$22,941				
171										
174		0			0	0				
175			0	35,000	0	(35,000)				
176			0	0	0	0				
177			0	0	0	0				
178			0	0	0	0				
179			0	0	0	0				
180			167,759	50,000	0	(50,000)				
181			0	0	0	0				
182			236,000	97,000	0	(97,000)				
185			0	0	0	0				
186		23,492	25,965	0	0	0				
188			180,351	0	0	0				
191				60,000		(60,000)				
192			50,449	0	0	0				
193			19,126	0	0	0				
194				10,000		(10,000)				
195				62,000		(62,000)				
196					700,000	700,000				
199		\$0	\$679,650	\$314,000	\$700,000	\$386,000				
200										
201		8,363	8,726	9,158	0	(9,158)				
202		917	885	453	0	(453)				
203		0	0	0	0	0				
204		0	0	0	0	0				
205		0	13,754	14,339	0	(14,339)				
206		0	3,182	2,597	0	(2,597)				
207										
208		\$9,280	\$26,547	\$26,548	\$0	(\$26,548)				
209										

CAMBRIA COMMUNITY SERVICES DISTRICT  
 FUND LEVEL ANALYSIS  
 WATER FUND - 11, DEPARTMENT - 11



3%

ADMINISTRATIVE COST ALLOCATION



WATER FUND  
SWF OPERATIONS – 39  
SWF CAPITAL - 40

A	B	C	D	G	H	I	J	K	X	Y	Z
1	2	3	4	5	6	7	8	9	10	11	12
ACCOUNT NO.	WATER FUND SWF DEPARTMENT - 25	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE				
<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>SUSTAINABLE WATER FACILITY - WATER FUND 39 - OPERATIONS DEPARTMENT - 25</b>											
<b>SOURCES OF FUNDS</b>											
10	Revenues	\$912,408	\$1,024,481	\$1,149,780	\$1,302,347	\$1,321,000	(\$18,653)				
11	Other Sources of Funds	\$0	\$0	\$0	\$0	\$0	\$0				
12	<b>Total Sources of Funds</b>	\$912,408	\$1,024,481	\$1,149,780	\$1,302,347	\$1,321,000	(\$18,653)				
<b>USES OF FUNDS</b>											
16	Salaries & Wages	\$6,439	\$86,454	\$59,214	\$119,384						
17	Benefits	\$2,381	\$38,650	\$46,724	\$63,908						
18	Personnel Services	\$8,820	\$125,104	\$105,938	\$183,292	\$271,000	\$87,708				
19	Services & Supplies	\$660,026	\$220,928	\$144,979	\$146,865	\$140,000	(\$6,865)				
20	Capital Outlay	\$49,321	\$29,802	\$65,100	\$0	\$0	\$0				
21	Debt Service	\$682,025	\$659,424	\$659,426	\$659,425	\$710,000	\$50,575				
22	Administrative Cost Allocation	\$0	\$298,221	\$0	\$0	\$0	\$0				
23	<b>Total Expenditures</b>	\$1,400,192	\$1,333,478	\$975,444	\$989,582	\$1,121,000	\$131,418				
24	<b>OPERATING SURPLUS/(DEFICIT)</b>	(\$487,784)	(\$308,997)	\$174,336	\$312,765	\$200,000	\$112,765				
<b>RESERVES</b>											
40	Beginning Reserves	\$0	\$0	\$0	\$0						
41	Operating Surplus / (Deficit)	(\$487,784)	(\$308,997)	\$174,336	\$132,765	20,000	112,765				
42	Transfers & Encumbrances	\$0	(\$5,198)	(\$167,802)	\$0	0	0				
43	<b>ENDING RESERVES</b>	(\$487,784)	(\$314,195)	\$6,534	\$132,765	\$20,000	\$112,765				

B	C	D	G	H	I	J	K	L	Y	Z
CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS SUSTAINABLE WATER FACILITY - WATER FUND 39 - OPERATIONS DEPARTMENT - 25										
3%										
ACCOUNT NO.	WATER FUND SWF DEPARTMENT - 25	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE			
8	<b>SOURCES OF FUNDS</b>									
9	<b>REVENUES</b>									
10	39 4041 SWF Water Base - Residential (SFR, MFR)	270,881	310,624	427,600	488,167	513,000	(24,833)			
11	39 4042 SWF Base Vac	24,011	27,550	0		0	0			
12	39 4043 SWF Base Com Ld	22,675	23,613	0		0	0			
13	39 4044 SWF Base Com Wt	51,850	48,642	0		0	0			
14	39 4051 SWF Water Usage - Residential (SFR,MFR)	288,981	327,607	716,000	808,000	808,000	0			
15	39 4052 SWF Use Vac Rnt	26,228	28,112	0		0	0			
16	39 4053 SWF Use Com Ld	133,005	154,475	0		0	0			
17	39 4054 SWF Use Com Wtr	88,536	102,277	0		0	0			
22	39 4061 SWF Facil Resd	(2,434)	0			0	0			
23	39 4062 SWF Facil Vac R	0	0			0	0			
24	39 4063 SWF Facil Cm Ld	0	0			0	0			
25	39 4064 SWF Facil Cm Wt	0	0			0	0			
26	39 4200 Interest Income	8,675	1,582	6,180	6,180	6,180	6,180			
27			0			0	0			
37	<b>Total Revenues</b>	<b>\$912,408</b>	<b>\$1,024,481</b>	<b>\$1,149,780</b>	<b>\$1,302,347</b>	<b>\$1,321,000</b>	<b>(\$18,653)</b>			
38	<b>OTHER SOURCES OF FUNDS</b>									
44	39 4620 Grant Revenue - Capital	0	0			0	0			
46	<b>Total Other Sources of Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			
47	<b>Total Sources of Funds</b>	<b>\$912,408</b>	<b>\$1,024,481</b>	<b>\$1,149,780</b>	<b>\$1,302,347</b>	<b>\$1,321,000</b>	<b>(\$18,653)</b>			
48	<b>USES OF FUNDS</b>									
50	<b>SALARIES &amp; WAGES</b>									
51	5000 Salary & Wages	6,200	69,655	49,415	128,411	0	(128,411)			
52	5010 Overtime	60	3,202	2,832	4,000	0	(4,000)			
53	5020 Standby	0	20	0	0	0	0			
54	5040 Sick/Vacation Pay	0	10,110	3,674	0	0	0			



CAMBRIA COMMUNITY SERVICES DISTRICT  
FUND LEVEL ANALYSIS

SUSTAINABLE WATER FACILITY - WATER FUND 39 - OPERATIONS DEPARTMENT - 25


3%

ACCOUNT NO.	WATER FUND SWF DEPARTMENT - 25	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE
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55	5050	Holiday Pay	179	3,467	3,292	0	0
56		Reduction for "E" Step			0		13,027
57		Prop 218 Estimates		0		0	0
59		<b>Total Salaries &amp; Wages</b>	<b>\$6,439</b>	<b>\$86,454</b>	<b>\$59,214</b>	<b>\$119,384</b>	<b>\$0</b>
60		<b>BENEFITS</b>					
61	5101	Uniform Allowance	0	434	80	0	0
62	5102	Dental Insurance	212	2,971	1,366	1,369	(1,369)
63	5103	Medical Insurance	603	12,931	11,344	15,646	(15,646)
64	5105	Life Insurance	2	84	81	171	(171)
65	5106	FICA	387	4,980	4,133	8,164	(8,164)
66	5107	Medicare	91	1,247	966	1,954	(1,954)
67	5108	Workers Compensation	236	1,288	919	4,473	(4,473)
68	5109	PERS - Retirement	850	13,167	26,023	28,249	(28,249)
69	5120	Other Employee Benefits	0	1,142	1,111	2,335	(2,335)
70	5122	Medical Reimbursements - HRA	0	406	702	1,547	(1,547)
71						0	0
72		Prop 218 Estimates				271,000	271,000
75		<b>Total Benefits</b>	<b>\$2,381</b>	<b>\$38,650</b>	<b>\$46,724</b>	<b>\$63,908</b>	<b>\$271,000</b>
76		<b>Total Personnel Services</b>	<b>\$8,820</b>	<b>\$125,104</b>	<b>\$105,938</b>	<b>\$183,292</b>	<b>\$271,000</b>
77		<b>SERVICES &amp; SUPPLIES</b>					
78	6031F	Maintenance & Repairs - Fire Hydrants	0	0	0	0	0
79	6031G	Maintenance & Repairs - Generators	0	0	0	0	0
80	6031Z	Maintenance	115,387	10,129	0	0	0
81	6031	Off-Hauling RO Brine	0	0	0	0	0
82	6033B	Maintenance & Repairs - Buildings	450	570	0	1,409	(1,409)
83	6033G	Maintenance & Repairs - Grounds	0	2,115	633	652	(652)
84	6033G	Replace Analyzers (2)			7,500	0	0
85		Maintenance & Repairs - Grounds - New Request				3,000	(3,000)
86	6033G	Pickling Filters for Preservation			59,639	0	0
87	6036	Maintenance & Repairs- Emergency	16,253	20,437	5,533	5,699	(5,699)





B	C	D	G	H	I	J	K	L	Y	Z	A
 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS SUSTAINABLE WATER FACILITY - WATER FUND 39 - OPERATIONS DEPARTMENT - 25      3%											
ACCOUNT NO.	WATER FUND SWF DEPARTMENT - 25	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE				
151	Prop 218 Estimates		0		0	140,000	140,000				
154	Total Services & Supplies	\$660,026	\$220,928	\$144,979	\$146,865	\$140,000	(\$6,865)				
155	CAPITAL OUTLAY										
156	Impoundment Basin	49,321	29,802	65,100	0	0	0				
157	Capital Assets		0		0		0				
158	Prop 218 Estimates		0				0				
164	Total Capital Outlay	\$49,321	\$29,802	\$65,100	\$0	\$0	\$0				
165	DEBT SERVICE										
166	Vehicle	22,599	0		0	0	0				
167	Loan Principal	326,893	340,465	354,604	369,327	0	(369,327)				
168	Interest Expense	332,533	318,959	304,822	290,098	0	(290,098)				
169			0			710,000	710,000				
171	Total Debt Service	\$682,025	\$659,424	\$659,426	659,425	\$710,000	\$50,575				
172	ADMINISTRATIVE COST ALLOCATION										
173	Administrative Cost Allocation - See Water Fund FY 2019/20	0	298,221	0	0	0	0				
174											
175	Total Administrative Cost Allocation	\$0	\$298,221	\$0	\$0	\$0	\$0				
176	Total Expenditures	\$1,400,192	\$1,333,478	\$975,444	\$989,582	\$1,121,000	\$131,418				

CAMBRIA COMMUNITY SERVICES DISTRICT  
 FUND LEVEL ANALYSIS  
 SUSTAINABLE WATER FACILITY - WATER FUND 39 - OPERATIONS DEPARTMENT - 25

3%

ACCOUNT NO.	WATER FUND SWF DEPARTMENT - 25	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE
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177							
178	<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(\$487,784)</b>	<b>(\$308,997)</b>	<b>\$174,336</b>	<b>\$312,765</b>	<b>\$200,000</b>	<b>\$112,765</b>
179	<b>TRANSFERS &amp; ENCUMBRANCES</b>						
180	Transfers In - From General Fund	0	0			0	0
181	(Transfers Out)					0	0
182	Encumbrances - Sources of Funding		(5,198)				
183	Encumbrances - (Designated Funds)		0	5,198			
184							
185	<b>NET TRANSFERS &amp; ENCUMBRANCES</b>	<b>\$0</b>	<b>(\$5,198)</b>	<b>\$5,198</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
186	<b>RESERVES</b>						
187	Use of Reserves		0			0	0
188	(Additions to Reserves - 2 Month Operations)		0	(173,000)	(180,000)	(180,000)	0
189	Other Adjustments		0			0	0
190							
191	<b>RESERVES - INCREASE / (DECREASE)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$173,000)</b>	<b>(\$180,000)</b>	<b>(\$180,000)</b>	<b>\$0</b>
192	<b>NET BUDGETARY SOURCES/USES</b>	<b>(\$487,784)</b>	<b>(\$314,195)</b>	<b>\$6,534</b>	<b>\$132,765</b>	<b>\$20,000</b>	<b>\$112,765</b>
193							
194	<b>RESERVES</b>						
195	Beginning Reserves						
196	Operating Surplus / (Deficit)	(\$487,784)	(\$308,997)	\$174,336	\$132,765	\$20,000	\$112,765
197	Transfers & Encumbrances	\$0	(\$5,198)	(\$167,802)	\$0	\$0	\$0
198	<b>ENDING RESERVES</b>	<b>(\$487,784)</b>	<b>(\$314,195)</b>	<b>\$6,534</b>	<b>\$132,765</b>	<b>\$20,000</b>	<b>\$112,765</b>
199							

CAMBRIA COMMUNITY SERVICES DISTRICT  
 FUND LEVEL ANALYSIS  
 SUSTAINABLE WATER FACILITY - WATER FUND 40 - CAPITAL DEPARTMENT - 30



ACCOUNT NO.	WATER FUND SWF CAPITAL DEPARTMENT - 30	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE
<b>SOURCES OF FUNDS</b>							
10	Revenues	\$0	\$68,706	\$0	\$0	\$0	\$0
11	Other Sources of Funds	\$0	\$0	\$0	\$0	\$0	\$0
12	<b>Total Sources of Funds</b>	\$0	\$68,706	\$0	\$0	\$0	\$0
<b>USES OF FUNDS</b>							
16	Salaries & Wages	\$0	\$0	\$0	\$0	\$0	\$0
17	Benefits	\$0	\$0	\$0	\$0	\$0	\$0
18	Personnel Services	\$0	\$0	\$0	\$0	\$0	\$0
19	Services & Supplies	\$0	\$0	\$0	\$0	\$0	\$0
20	Capital Outlay	\$0	\$137,878	\$400,380	\$0	\$50,000	\$50,000
21	Debt Service	\$0	\$0	\$0	\$0	\$0	\$0
22	Administrative Cost Allocation	\$0	\$89,162	\$0	\$0	\$0	\$0
23	<b>Total Expenditures</b>	\$0	\$227,040	\$400,380	\$0	\$50,000	\$50,000
24	<b>OPERATING SURPLUS/(DEFICIT)</b>		\$0	<b>(\$400,380)</b>	\$0	<b>(\$50,000)</b>	<b>\$50,000</b>
39							
<b>RESERVES</b>							
40	Beginning Reserves	\$0	\$0	\$0	\$0	-	-
41	Operating Surplus / (Deficit)	\$0	<b>(\$158,334)</b>	<b>(\$400,380)</b>	\$0	(50,000)	50,000
42	Transfers & Encumbrances	\$0	<b>(\$88,510)</b>	\$88,510	\$0	0	0
43	<b>ENDING RESERVES</b>	\$0	<b>(\$246,844)</b>	<b>(\$311,870)</b>	\$0	<b>(\$50,000)</b>	<b>\$50,000</b>
44							
45							

A B C D E F G H I J K L Y Z AA

165  
 CAMBRIA COMMUNITY SERVICES DISTRICT  
 FUND LEVEL ANALYSIS

SUSTAINABLE WATER FACILITY - WATER FUND 40 - CAPITAL DEPARTMENT - 30

ACCOUNT NO.	WATER FUND SWF CAPITAL DEPARTMENT - 30	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE
<b>SOURCES OF FUNDS</b>							
<b>REVENUES</b>							
4390	Miscellaneous Revenue		68,706	0		0	0
	<b>Total Revenues</b>	\$0	\$68,706	\$0	\$0	\$0	\$0
<b>OTHER SOURCES OF FUNDS</b>							
	<b>Total Other Sources of Funds</b>	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Total Sources of Funds</b>	\$0	\$68,706	\$0	\$0	\$0	\$0
<b>USES OF FUNDS</b>							
<b>SALARIES &amp; WAGES</b>							
	<b>Total Salaries &amp; Wages</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>BENEFITS</b>							
	<b>Total Benefits</b>	\$0	\$0	\$0	\$0	\$0	\$0
	<b>Total Personnel Services</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>SERVICES &amp; SUPPLIES</b>							
	<b>Total Services &amp; Supplies</b>	\$0	\$0	\$0	\$0	\$0	\$0

CAMBRIA COMMUNITY SERVICES DISTRICT  
FUND LEVEL ANALYSIS

SUSTAINABLE WATER FACILITY - WATER FUND 40 - CAPITAL DEPARTMENT - 30

ACCOUNT NO.	WATER FUND SWF CAPITAL DEPARTMENT - 30	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE
135	<b>CAPITAL OUTLAY</b>						
136							
137	Interim SWF AWTP Off-Hauling Facilities		0	0		0	0
138	Impoundment Basin Design Evaluation		6,639	5,246		0	0
139	CIP Brackish Environmental		6,728	0		0	0
140	CIP Brackish Legal		100,941	200,351		0	0
141	CIP SWF Public Outreach		2,333	0		0	0
142	Section 7 ESA Consultation		21,236	111,873	0	0	0
149	Off Hauling / Secondary Containment			20,000	0	0	0
150	Increase in Off Hauling Estimate			10,000	0	0	0
151	Tank Purchase			28,007	0	0	0
152	Urban Water Mgmt Plan Update - CDP Portion			24,902	0	0	0
153							
154	Prop 218 Estimates		0			50,000	50,000
155							
156	<b>Total Capital Outlay</b>	\$0	\$137,878	\$400,380	\$0	\$50,000	\$50,000
157	<b>DEBT SERVICE</b>						
158			0			0	0
159			0			0	0
160							
161	<b>Total Debt Service</b>	\$0	\$0	\$0	\$0	\$0	\$0
162	<b>ADMINISTRATIVE COST ALLOCATION</b>						
163	Administrative Cost Allocation - See Water Fund Beginning FY 2019/20		89,162	0	0	0	0
164							
165	<b>Total Administrative Cost Allocation</b>	\$0	\$89,162	\$0	\$0	\$0	\$0
166	<b>Total Expenditures</b>	\$0	\$227,040	\$400,380	\$0	\$50,000	\$50,000

CAMBRIA COMMUNITY SERVICES DISTRICT  
 FUND LEVEL ANALYSIS

SUSTAINABLE WATER FACILITY - WATER FUND 40 - CAPITAL DEPARTMENT - 30

ACCOUNT NO.	WATER FUND SWF CAPITAL DEPARTMENT - 30	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE
167	<b>OPERATING SURPLUS/(DEFICIT)</b>	\$0	(\$158,334)	(\$400,380)	\$0	(\$50,000)	\$50,000
168	<b>TRANSFERS &amp; ENCUMBRANCES</b>						
169	Transfers In - From General Fund (Transfers Out)	0	0			0	0
170	Encumbrances - Sources of Funding		(88,510)			0	0
171	Encumbrances - (Designated Funds)		0	88,510			
172	<b>NET TRANSFERS &amp; ENCUMBRANCES</b>	\$0	(\$88,510)	\$88,510	\$0	\$0	\$0
173	<b>RESERVES</b>						
174	Use of Reserves		0	0		0	0
175	(Additions to Reserves)		0	0		0	0
176	Other Adjustments		0	0		0	0
177	<b>RESERVES - INCREASE / (DECREASE)</b>	\$0	\$0	\$0	\$0	\$0	\$0
178	<b>NET BUDGETARY SOURCES/USES</b>	\$0	(\$246,844)	(\$311,870)	\$0	(\$50,000)	\$50,000
179	<b>RESERVES</b>						
180	Beginning Reserves						
181	Operating Surplus / (Deficit)	\$0	(\$158,334)	(\$400,380)	\$0	(\$50,000)	\$50,000
182	Transfers & Encumbrances	\$0	(\$88,510)	\$88,510	\$0	\$0	\$0
183	<b>ENDING RESERVES</b>	\$0	(\$246,844)	(\$311,870)	\$0	(\$50,000)	\$50,000


WASTEWATER FUND  
WASTEWATER DEPARTMENT – 12





CAMBRIA COMMUNITY SERVICES DISTRICT  
FUND LEVEL ANALYSIS  
WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12



ACCOUNT NO.	WASTEWATER FUND WASTEWATER DEPARTMENT - 12	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	2020/2021 PROPOSED BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE
<b>SOURCES OF FUNDS</b>							
10	Revenues	\$2,150,012	\$2,471,021	\$2,935,412	\$3,322,082	\$3,364,000	(\$41,918)
11	Other Sources of Funds	\$0	\$56,540	\$0	\$0	\$0	\$0
12	<b>Total Sources of Funds</b>	<b>\$2,150,012</b>	<b>\$2,527,561</b>	<b>\$2,935,412</b>	<b>\$3,322,082</b>	<b>\$3,364,000</b>	<b>(\$41,918)</b>
<b>USES OF FUNDS</b>							
16	Salaries & Wages	\$464,418	\$436,297	\$374,309	\$649,946		
17	Benefits	\$270,400	\$256,275	\$317,121	\$432,448		
18	Personnel Services	\$734,818	\$692,572	\$691,430	\$1,082,394	\$1,122,000	\$39,606
19	Services & Supplies	\$743,910	\$628,220	\$707,887	\$841,883	\$696,000	(\$145,883)
20	Capital Outlay	\$117,278	\$277,551	\$437,378	\$875,404	\$800,000	(\$75,404)
21	Debt Service	\$166,124	\$191,860	\$189,945	\$355,907	\$260,000	(\$95,907)
22	Administrative Cost Allocation	\$461,098	\$517,687	\$509,508	\$561,730	\$498,000	(\$63,730)
23	<b>Total Expenditures</b>	<b>\$2,223,228</b>	<b>\$2,307,889</b>	<b>\$2,536,148</b>	<b>\$3,717,319</b>	<b>\$3,376,000</b>	<b>(\$341,319)</b>
24	<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(\$73,216)</b>	<b>\$219,672</b>	<b>\$399,265</b>	<b>(\$395,237)</b>	<b>(\$12,000)</b>	<b>(\$383,237)</b>
<b>RESERVES</b>							
40	Beginning Reserves	\$0	\$0	\$0	\$0	-	0
41	Operating Surplus / (Deficit)	(\$73,216)	\$219,672	\$399,265	(\$395,237)	(12,000)	(383,237)
42	Transfers & Encumbrances	\$0	(\$44,257)	\$44,258	\$0	-	-
43	<b>ENDING RESERVES</b>	<b>(\$73,216)</b>	<b>\$175,415</b>	<b>\$443,523</b>	<b>(\$395,237)</b>	<b>(\$12,000)</b>	<b>(\$383,237)</b>


A	B	C	D	G	H	I	J	K	L	Y	Z
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12</b>									
2		3%									
3											
4	ACCOUNT NO.	WASTEWATER FUND WASTEWATER DEPARTMENT - 12	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	FY 2020/2021		FY 2020/2021		FY 2020/2021	
5						PROPOSED BUDGET	ESTIMATES	PROP. 218 ESTIMATES	PROP. 218 ESTIMATES	VARIANCE	
6	SOURCES OF FUNDS										
7	REVENUES										
9	12 4000	Service Sales	\$2,040,681	\$2,360,009	\$2,791,800	\$3,112,167	3,171,000				
10	12 4200	Interest Income	\$0	\$1,000	\$1,000	\$4,000	4,000				(58,833)
11	12 4311	County Administrative Fee	(\$7,788)	(\$8,085)	(\$8,085)	(\$8,085)					0
12	12 4360	Standby Availability Charges	\$114,345	\$115,517	\$119,000	\$119,000	119,000				(8,085)
13	12 4390	Miscellaneous Revenue	\$2,774	\$2,580	\$6,697	\$70,000	70,000				0
14	12 4310	Property Taxes - Low Income Reduction Offset	\$0	\$0	\$25,000	\$25,000	0				25,000
31				\$0							0
32				\$0							0
33											
34		<b>Total Revenues</b>	<b>\$2,150,012</b>	<b>\$2,471,021</b>	<b>\$2,935,412</b>	<b>\$3,322,082</b>	<b>\$3,364,000</b>				<b>(\$41,918)</b>
35	OTHER SOURCES OF FUNDS										
41	12 4397	Loan Proceeds - Crane Truck		\$56,540	0						0
42				\$0							
43		<b>Total Other Sources of Funds</b>	<b>\$0</b>	<b>\$56,540</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>				<b>\$0</b>
44		<b>Total Sources of Funds</b>	<b>\$2,150,012</b>	<b>\$2,527,561</b>	<b>\$2,935,412</b>	<b>\$3,322,082</b>	<b>\$3,364,000</b>				<b>(\$41,918)</b>
45	USES OF FUNDS										
47	SALARIES & WAGES										
48	5000	Salary & Wages	\$353,105	\$339,611	\$323,775	\$656,843					(656,843)
49	5010	Overtime	\$29,788	\$26,195	\$44,242	\$25,000					(25,000)
50	5020	Standby	\$18,000	\$18,100	\$18,474	\$18,250					(18,250)
51	5040	Sick/Vacation Pay	\$43,663	\$34,680	\$19,441	\$0					0
52	5050	Holiday Pay	\$19,862	\$17,711	\$23,845	\$0					0
53		Reduction for "E" Step		0	(55,468)	(\$50,147)					50,147
54											
55		<b>Total Salaries &amp; Wages</b>	<b>\$464,418</b>	<b>\$436,297</b>	<b>\$374,309</b>	<b>\$649,946</b>	<b>\$0</b>				<b>(\$649,946)</b>
56	BENEFITS										
57	5101	Uniform Allowance	\$1,576	\$1,600	\$2,000	\$2,400					(2,400)
58	5102	Dental Insurance	\$7,917	\$7,265	\$10,027	\$13,246					(13,246)
59	5103	Medical Insurance	\$80,005	\$58,870	\$77,519	\$110,573					(110,573)

A	B	C	D	G	H	I	J	K	L	Y	Z
 <p>CAMBRIA COMMUNITY SERVICES DISTRICT                      FUND LEVEL ANALYSIS                      WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12</p>											
3%											
ACCOUNT NO.	WASTEWATER FUND	WASTEWATER DEPARTMENT - 12	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	PROPOSED BUDGET	FY 2020/2021 PROP. 218 ESTIMATES	FY 2020/2021 PROP. 218 VARIANCE			
60	5105	Life Insurance	\$513	\$492	\$596	\$1,151		(1,151)			
61	5106	FICA	\$27,731	\$26,214	\$29,986	\$42,378		(42,378)			
62	5107	Medicare	\$6,590	\$6,213	\$7,013	\$10,276		(10,276)			
63	5108	Workers Compensation	\$14,379	\$14,685	\$19,795	\$41,829		(41,829)			
64	5109	PERS - Retirement	\$75,573	\$79,849	\$112,149	\$142,445		(142,445)			
65	5112	Unemployment Insurance	\$4,950	\$6,751	\$0	\$0		0			
66	5120	Other Employee Benefits	\$795	\$1,127	\$1,454	\$6,215		(6,215)			
67	5121	Retirees Health	\$40,406	\$44,186	\$48,692	\$48,148		(48,148)			
68	5122	Medical Reimbursements - HRA	\$9,965	\$9,024	\$7,888	\$13,787		(13,787)			
69		Prop. 218 Salaries and Benefits		0			847,000	847,000			
70		Prop. 218 Salaries and Benefits-Added Staff		0			275,000	275,000			
72		<b>Total Benefits</b>	<b>\$270,400</b>	<b>\$256,275</b>	<b>\$317,121</b>	<b>\$432,448</b>	<b>\$1,122,000</b>	<b>\$689,552</b>			
73		<b>Total Personnel Services</b>	<b>\$734,818</b>	<b>\$692,572</b>	<b>\$691,430</b>	<b>\$1,082,394</b>	<b>\$1,122,000</b>	<b>\$39,606</b>			
74		<b>SERVICES &amp; SUPPLIES</b>									
75	6010	Ads - Legal/Other	\$592	\$542	\$0	0		0			
76	6011	Public Information - General	\$0	\$0	\$0	0		0			
77		Mailer - What Not to Flush - New Request				1,000		(1,000)			
78	6030	Insurance	\$0	\$0	\$0	0		0			
79	6031Z	Maintenance	\$0	\$0	\$0	0	260,000	260,000			
80	6032C	M & R WW Collection System	\$1,862	\$448	\$4,151	4,275		(4,275)			
81	6032D	M & R WW - Disposal Effluent	\$4,419	\$0	\$12,835	13,220		(13,220)			
82	6032E	M & R WW - Easements	\$1,090	\$0	\$0	0		0			
83	6032G	M & R Wastewater Generators	\$10,917	\$6,358	\$19,251	19,829		(19,829)			
84	6032L	M & R Wastewater Lift Stations	\$44,435	\$34,263	\$25,155	25,910		(25,910)			
85	6032M	M & R-WW Manhole Raising(Cord Paving)	\$29,919	\$10,848	\$40,853	42,078		(42,078)			
86	6032P	M & R- Pumps	\$50	\$0	\$0	0		0			
87	6032S	M & R- WW Disposal of Sludge	\$92,779	\$89,866	\$75,871	106,220		(106,220)			
88	6032T	M & R-Wastewater Treatment Plant	\$46,278	\$43,385	\$25,068	58,013		(58,013)			
89	6033B	Maintenance & Repairs - Buildings	\$7,425	\$8,527	\$12,141	12,506		(12,506)			
90		Maintenance & Repairs - Paint Building			\$20,000	0		0			
91		Maintenance & Repairs - Paint Office Building - New Request				20,000		(20,000)			
92		Maintenance & Repairs - Roof Replacement - New Request				20,000		(20,000)			

A	B	C	D	G	H	I	J	K	U	Y	Z
1	 <p>CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12</p>	3%									
2											
3											
4	ACCOUNT	WASTEWATER FUND		ACTUAL	(unaudited)	ESTIMATED	FY 2020/2021		FY 2020/2021		FY 2020/2021
5	NO.	WASTEWATER DEPARTMENT - 12		FY 2017/2018	FY 2018/2019	FY 2019/2020	PROPOSED	BUDGET	ESTIMATES	PROP. 218	VARIANCE
6											
7											
93	6033G	Maintenance & Repairs - Grounds		\$14,817	\$1,420	\$232		239			(239)
94		Maintenance & Repairs - Grounds - New Request					10,000				(10,000)
95	6035	Major Maintenance		\$0	\$0	\$0		0			0
96	6035T	Major Maintenance-CCTV & Hydro Clean		\$0	\$0	\$0		0			0
97	6036	M & R- Emergency Events		\$38,637	\$0	\$0		0			0
98	6036T	Unplanned Maintenance		\$7,727	\$0	\$0		0			0
99	6037	M & R- SCADA		\$0	\$5,269	\$6,766		6,969			(6,969)
100		M&R - SCADA - Equipment New Request					3,000				(3,000)
101	6040	M & R- Equipment		\$0	\$0	\$36		38			(38)
102	6041L	Maintenance & Repairs - Vehicles Licenses		\$6,451	\$3,467	\$4,477		5,883			(5,883)
103	6041N	Maint. & Repairs - Vehicles Non-Licensed		\$451	\$1,758	\$1,350		3,895			(3,895)
104	6041V	Maint. & Repairs - Vehicles - Vactor		\$3,630	\$600	\$2,322		3,090			(3,090)
105	6044	Computer Services		\$0	\$362	\$0		0			0
106	6045	Computer/Copier/Printer Supplies/Maint.		\$3,087	\$3,329	\$1,470		5,150			(5,150)
107	6045	Replace Computers		\$0	\$0	\$6,000		6,180			(6,180)
108	6048	Security & Safety		\$3,710	\$4,709	\$2,226		2,293			(2,293)
109	6050	Office Supplies		\$5,691	\$4,105	\$3,506		3,611			(3,611)
110	6051	Printing & Shipping		\$5,689	\$8,757	\$5,961		6,140			(6,140)
111	6052	Bank Services		\$0	\$0	\$0		0			0
112	6053	Printing/Forms		\$2,137	\$2,093	\$3,012		3,103			(3,103)
113	6054	Membership Dues, Publications/Books		\$754	\$156	\$507		522			(522)
114		Membership - Study Material New Employees - New Request					1,000				(1,000)
115	6055	Government Fees & Licenses		\$83,129	\$89,255	\$99,005		101,975	98,000		(3,975)
116	6055	SWPPP Update				\$3,750		2,000			(2,000)
117	6055	Haz-Com Update				\$1,000		2,000			(2,000)
118	6055	Fuel Storage Emergency Response Update				\$2,000		0			0
119	6055	Odor Control Update				\$1,000		1,000			(1,000)
120	6055	Operation Maint & Mgmt Program Update				\$0		4,000			(4,000)
121	6060C	Utilities - Cell Phone		\$1,484	\$2,071	\$2,084		2,807			(2,807)
122	6060E	Utilities - Electricity		\$199,902	\$233,703	\$247,366		254,787	234,000		(20,787)
123	6060G	Utilities - Gas		\$1,138	\$1,128	\$1,660		1,710			(1,710)
124	6060I	Utilities - Internet		\$5,367	\$5,977	\$6,112		6,295			(6,295)
125	6060P	Utilities - Phone-Land Lines, Faxes, Alarms		\$6,033	\$7,913	\$7,124		7,337			(7,337)

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1		CAMBRIA COMMUNITY SERVICES DISTRICT																	
2		FUND LEVEL ANALYSIS																	
3		WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12																	
4		3%																	
5	ACCOUNT NO.	WASTEWATER FUND	(unaudited)		ACTUAL	ESTIMATED	FY 2017/2018	FY 2018/2019	FY 2019/2020	PROPOSED BUDGET	FY 2020/2021 ESTIMATES	FY 2020/2021 PROP. 218	FY 2020/2021 VARIANCE						
6		WASTEWATER DEPARTMENT - 12																	
7																			
126	6060W	Utilities - Water			\$5,299	\$1,475	\$1,761	1,814				(1,814)							
127	6063	M & R Communications Equipment			\$447	\$0	\$0	0				0							
128	6070	Equipment Rental			\$697	\$0	\$656	1,030				(1,030)							
129	6080	Professional Services - Engineering			\$407	\$0	\$0	0				0							
130	6080G	Professional Services - GIS Development			\$4,885	\$3,432	\$6,213	6,400				(6,400)							
131	6080K	Professional Services - District Counsel			\$3,743	\$0	\$0	0				0							
132	6080L	Land Conservancy - Lot Inventory, Etc.			\$0	\$0	\$0	0				0							
133	6080M	Professional Services - Misc./Other			\$19,527	\$5,616	\$8,145	8,390				(8,390)							
134	6086	Outside Services			\$28,721	\$2,333	\$0	0				0							
135	6089	Emergency & Medical Supplies			\$0	\$65	\$0	0				0							
136	6090	Department Operating Supplies			\$0	\$24	\$526	542				(542)							
137	6091	Lab Tests			\$28,002	\$21,470	\$21,120	25,750				(25,750)							
138	6091H	Lab Testing			\$0	\$0	\$0	0				0							
139	6092	Lab Supplies			\$2,348	\$3,047	\$2,751	2,833				(2,833)							
140	6093	Small Tools and Equipment			\$2,297	\$1,800	\$1,808	3,508				(3,508)							
141	6094	Clothing and Uniform			\$2,787	\$1,714	\$0	2,060				(2,060)							
142	6095	Office Furniture/Equipment			\$0	\$965	\$1,792	0				0							
143	6096	Fuel - Gas and Diesel			\$10,598	\$10,513	\$12,730	13,112				(13,112)							
144	6115	Meeting Expenses			\$0	\$212	\$23	118				(118)							
145	6120D	Travel, Training, Seminars-Directors			\$0	\$0	\$0	0				0							
146	6120E	Travel, Training, Seminars-Employees,			\$1,878	\$3,725	\$3,999	6,120				(6,120)							
147	6124	Employee Recognition			\$0	\$0	\$0	0				0							
148	6125	Employee Recruitment			\$2,674	\$1,523	\$2,071	2,133				(2,133)							
149	6125	Prop 218 Other				0	0	0		104,000		104,000							
151		<b>Total Services &amp; Supplies</b>			<b>\$743,910</b>	<b>\$628,220</b>	<b>\$707,887</b>	<b>\$841,883</b>		<b>\$696,000</b>		<b>(\$145,883)</b>							
152		<b>CAPITAL OUTLAY</b>																	
154						\$0	\$0	\$0				0							
155		Security Improvements @ WWTP				0	0	0		\$15,000		(15,000)							
156		Replace 1996 F150 Rack Truck				0	24,193	\$0				0							
157	6170	Capital Assets			\$0	\$0	\$0	0				0							
158	6170F	WWTP Influent Screen Installation			\$1,079	\$157,555	\$0	\$0				0							
159	6170F	Hand Rails On Digesters			\$0	\$5,383	\$11,617	0				0							



A	B	C	D	G	H	I	J	K	L	Y	Z
1	 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12										
2											
3											
4											
5											
6											
7											
195											
196											

3%

(unaudited)

ACCOUNT NO.	WASTEWATER FUND WASTEWATER DEPARTMENT - 12	ACTUAL FY 2017/2018	ACTUAL FY 2018/2019	ESTIMATED FY 2019/2020	FY 2020/2021 PROPOSED BUDGET	FY 2020/2021 PROP. 218 ESTIMATES	FY 2020/2021 PROP. 218 VARIANCE
	Total Administrative Cost Allocation	\$461,098	\$517,687	\$509,508	\$561,730	\$498,000	(\$63,730)
	Total Expenditures	\$2,223,228	\$2,307,889	\$2,536,148	\$3,717,319	\$3,376,000	(\$341,319)





**CAMBRIA COMMUNITY SERVICES DISTRICT  
ALLOCATION OF ADMINISTRATIVE OVERHEAD CALCULATION  
BOARD OF DIRECTORS - MEETING JUNE 18, 2020  
FOR FISCAL YEAR 2020/2021 PRELIMINARY BUDGET**

"E" COSTS	AMOUNT TO ALLOCATE	FIRE	F&R	PROS	WATER	WASTE WATER	SWF- OPERATING	SWF- Capital	TOTAL CHECK
ALLOCATION %	100.0%	16.7%	16.7%	16.7%	16.7%	16.7%	12.5%	4.2%	100.0%
Public Information-General	1,175	196	196	196	196	196	147	49	1,175
Public Information-Website	2,981	497	497	497	497	497	373	124	2,981
<b>TOTAL "E" COSTS ALLOCATED</b>	<b>4,156</b>	<b>693</b>	<b>693</b>	<b>693</b>	<b>693</b>	<b>693</b>	<b>520</b>	<b>173</b>	<b>4,156</b>
"L" COSTS	AMOUNT TO ALLOCATE	FIRE	F&R	PROS	WATER	WASTE WATER	SWF	SWF	TOTAL CHECK
ALLOCATION %	100.0%	17.0%	6.0%	1.2%	30.6%	25.2%	15.0%	5.0%	100.0%
Personnel Services	1,349,166	229,358	80,950	16,190	412,845	339,990	202,375	67,458	1,349,166
Prof. Ser.-District Counsel	202,047	34,348	12,123	2,425	61,826	50,916	30,307	10,102	202,047
Prof. Ser.-Legal	61,660	10,482	3,700	740	18,868	15,538	9,249	3,083	61,660
Office Rent	30,955	5,262	1,857	371	9,472	7,801	4,643	1,548	30,955
Travel, Training (EES & Directors)	17,095	2,906	1,026	205	5,231	4,308	2,564	855	17,095
Meetings, Employee Recruitment	11,274	1,917	676	135	3,450	2,841	1,691	564	11,274
<b>TOTAL "L" COSTS ALLOCATED</b>	<b>1,672,197</b>	<b>284,273</b>	<b>100,332</b>	<b>20,066</b>	<b>511,692</b>	<b>421,394</b>	<b>250,830</b>	<b>83,610</b>	<b>1,672,197</b>
"R" COSTS	AMOUNT TO ALLOCATE	FIRE	F&R	PROS	WATER	WASTE WATER	SWF	SWF	TOTAL CHECK
ALLOCATION %	100.0%	25.0%	6.0%	1.5%	26.0%	26.0%	11.6%	3.9%	100.0%
All Other Costs	537,090	134,273	32,225	8,056	139,643	139,643	62,437	20,812	537,090
<b>TOTAL "R" COSTS ALLOCATED</b>	<b>537,090</b>	<b>134,273</b>	<b>32,225</b>	<b>8,056</b>	<b>139,643</b>	<b>139,643</b>	<b>62,437</b>	<b>20,812</b>	<b>537,090</b>
<b>TOTAL ALL COSTS ALLOCATED</b>	<b>2,213,443</b>	<b>419,239</b>	<b>133,250</b>	<b>28,815</b>	<b>652,028</b>	<b>561,730</b>	<b>313,786</b>	<b>104,595</b>	<b>2,213,443</b>
<b>ALLOCATION per PROPOSED BUDGET</b>	<b>2,213,443</b>	<b>419,239</b>	<b>133,250</b>	<b>28,815</b>	<b>1,070,410</b>	<b>561,730</b>	<b>0</b>	<b>0</b>	<b>2,213,444 *</b>
<b>INCREASE/(DECREASE)</b>	<b>-</b>	<b>(0)</b>	<b>(0)</b>	<b>0</b>	<b>(418,382)</b>	<b>(0)</b>	<b>313,786</b>	<b>104,595</b>	<b>0</b>
									<b>DIFFERENCE</b>

Legend:  
 "E" Equal Allocation All Departments  
 "L" % of Administration Effort Allocation to Each Department  
 "R" % Based on Size of Department

**CAMBRIA COMMUNITY SERVICES DISTRICT  
SALARY SCHEDULE  
FOR THE PERIOD JULY 1, 2020 THROUGH JUNE 30, 2021  
Updated JUNE 18, 2020**

POSITION TITLE	STEP A	STEP B	STEP C	STEP D	STEP E	10 YEARS SERVICE STEP E+5%	15 YEARS SERVICE STEP E+7.5%	20 YEARS SERVICE STEP E+10%
<b>SERVICE EMPLOYEES INTERNATIONAL UNION (ANNUAL AMOUNTS)</b>								
<b>Administration</b>								
Clerical Assistant	35,623	37,404	39,274	41,238	43,300	45,465	46,547	47,630
Administrative Technician I	42,491	44,615	46,846	49,188	51,648	54,230	55,521	56,812
Administrative Technician II	50,595	53,124	55,781	58,570	61,498	64,573	66,110	67,648
Administrative Technician III	61,459	64,532	67,758	71,146	74,703	78,439	80,306	82,174
Finance Specialist-Payroll/Benefits	61,459	64,532	67,758	71,146	74,703	78,439	80,306	82,174
<b>Facilities &amp; Resources</b>								
Maintenance Technician	45,557	47,835	50,227	52,738	55,375	58,144	59,529	60,913
<b>Water, SWF &amp; Wastewater Operations</b>								
Water Treatment OIT	45,330	47,597	49,977	52,476	55,099	57,854	59,232	60,609
Water Treatment Operator I	47,411	49,782	52,271	54,884	57,629	60,510	61,951	63,392
Water Treatment Operator II	53,708	56,393	59,213	62,174	65,282	68,546	70,178	71,810
Water Systems Operator T3/D2	60,840	63,882	67,076	70,430	73,951	77,649	79,497	81,346
WasteWater Collection System Worker	47,580	49,959	52,457	55,080	57,834	60,725	62,171	63,617
WasteWater Systems OIT	50,085	52,589	55,219	57,980	60,879	63,923	65,445	66,967
WasteWater Systems Operator I	52,646	55,279	58,043	60,945	63,992	67,192	68,792	70,391
Laboratory Technician	58,169	61,077	64,131	67,338	70,705	74,240	76,008	77,775
WasteWater Systems Operator II	59,341	62,308	65,423	68,694	72,129	75,736	77,539	79,342
WasteWater Systems Operator III	65,566	68,844	72,286	75,901	79,696	83,680	85,673	87,665
<b>WasteWater &amp; Water Supervisors &amp; SWF-CPO</b>	<b>76,911</b>	<b>80,757</b>	<b>84,795</b>	<b>89,035</b>	<b>93,486</b>	<b>98,161</b>	<b>100,498</b>	<b>102,835</b>
<b>CAMBRIA FIREFIGHTERS (IAFF LOCAL: 4635) (ANNUAL AMOUNTS)</b>								
Fire Captain	74,815	78,556	82,484	86,608	90,938	95,485	97,759	100,032
Fire Engineer	62,047	65,150	68,407	71,827	75,419	79,190	81,075	82,961
<b>CAMBRIA FIREFIGHTERS (IAFF LOCAL: 4635) (HOURLY AMOUNTS)</b>								
Firefighter (SAFER Grant)	13.65	14.33	15.05	15.80	16.59	N/A	N/A	N/A
<b>CAMBRIA RESERVE FIREFIGHTERS (HOURLY RATE: NO STEPS)</b>								
Reserve Recruit Firefighter **	13.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Firefighter **	13.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Fire Engineer **	14.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Lieutenant **	15.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>CAMBRIA EXEMPT EMPLOYEES (ANNUAL AMOUNTS)</b>								
Deputy District Clerk (Confidential)	63,804	66,994	70,344	73,861	77,554	N/A	N/A	N/A
Management Analyst	63,804	66,994	70,344	73,861	77,554	N/A	N/A	N/A
Facilities & Resources Supervisor	74,945	78,692	82,627	86,758	91,096	N/A	N/A	N/A
<b>Program Manager</b>	<b>87,800</b>	<b>92,190</b>	<b>96,800</b>	<b>101,639</b>	<b>106,721</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
Water Systems Superintendent	98,724	103,660	108,843	114,285	120,000	N/A	N/A	N/A
Wastewater Systems Superintendent	98,724	103,660	108,843	114,285	120,000	N/A	N/A	N/A
Administrative Services Officer/District Clerk (Confidential)	111,572	117,151	123,008	129,159	135,616	N/A	N/A	N/A
Finance Manager	107,900	113,295	118,960	124,908	131,153	N/A	N/A	N/A
District Engineer/Utilities Department Manager	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
Fire Chief	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
Administrative Department Manager (Confidential)	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
<b>General Manager - August 1, 2019 (or sooner) - January 31, 2020)</b>	<b>155,000</b>	<b>155,000</b>	<b>155,000</b>	<b>155,000</b>	<b>155,000</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<b>General Manager - (February 1, 2020)</b>	<b>170,000</b>	<b>170,000</b>	<b>170,000</b>	<b>170,000</b>	<b>170,000</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<b>CAMBRIA LIMITED TERM EMPLOYEE (HOURLY RATE: NO STEPS)</b>								
Strategic and Organizational Advisor *	99.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A

\* Employee will be working on and as-needed basis, approx 30/hrs per month.

\*\* Increase rate \$1.00 per year January 1, 2019-January 1, 2022.

\*\*\*Assistant General Manager designation receives 5% pay differential.

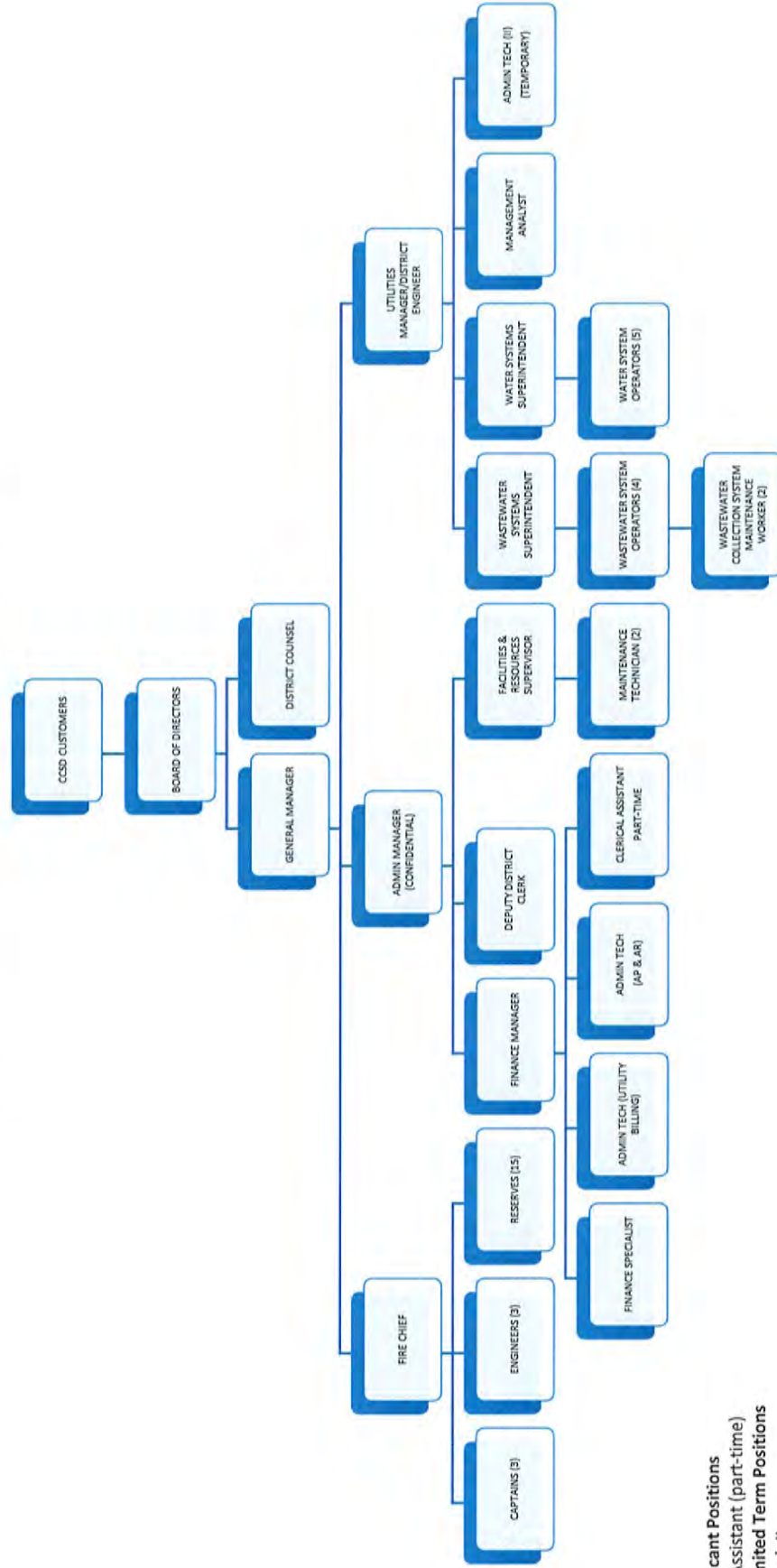
Position with Confidential designation receives 5% pay differential.

**Red denotes a change**

**CAMBRIA COMMUNITY SERVICES DISTRICT POSITION ALLOCATION LIST (PAL)**

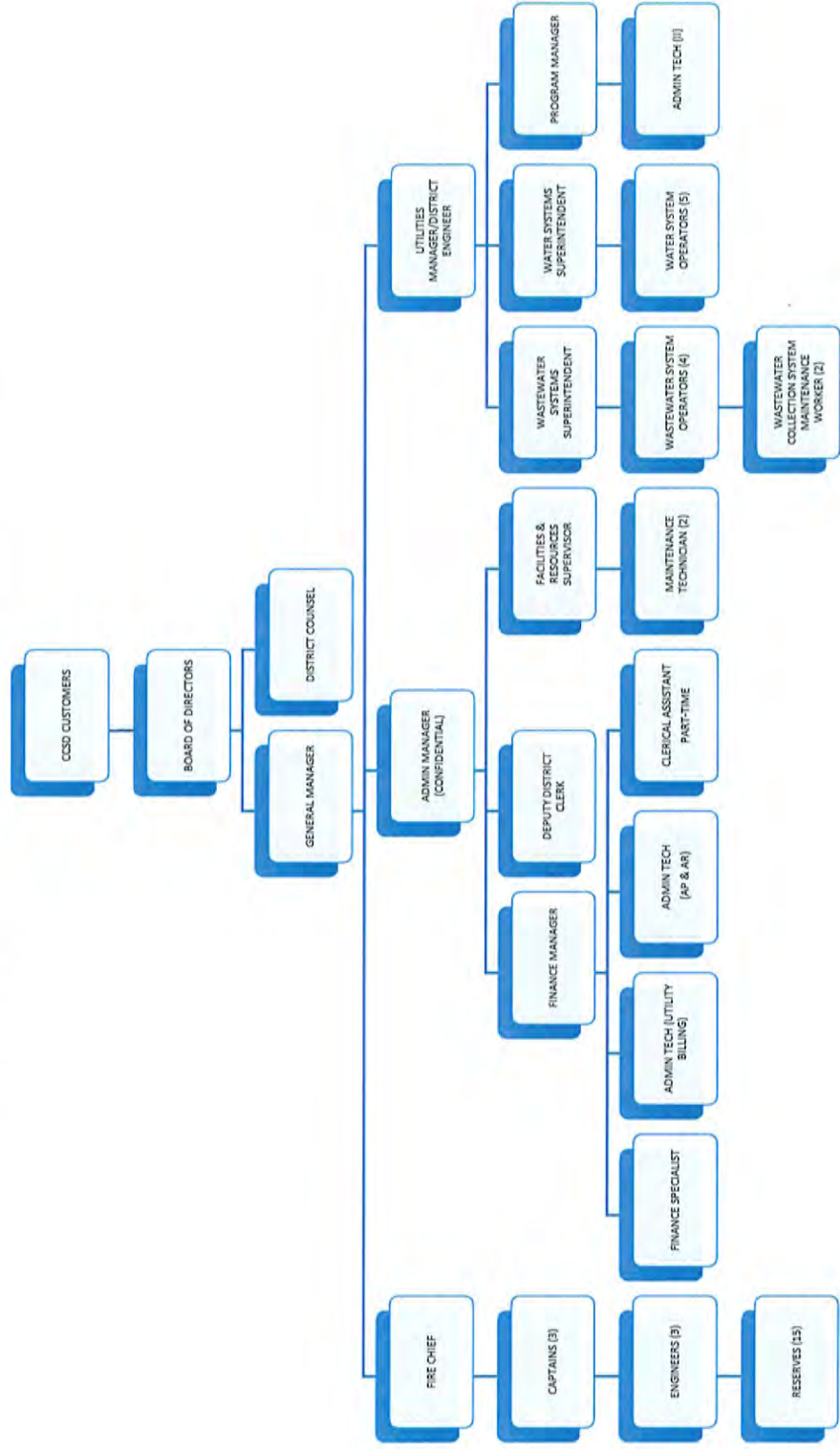
Job Class	Job Class Name	FY 2019-20 Adopted 8/15/2019	FY 2020-21 Requested	Change from FY 2019-20 Adopted
<b>Permanent</b>	<b>Administration and Facilities &amp; Resources</b>			
	GENERAL MANAGER	1.00	1.00	0.00
	INTERIM GENERAL MANAGER	1.00	0.00	1.00
	ADMINISTRATIVE DEPARTMENT MANAGER (CONFIDENTIAL)	1.00	1.00	0.00
	FINANCE MANAGER	1.00	1.00	0.00
	DEPUTY DISTRICT CLERK (CONFIDENTIAL)	1.00	1.00	0.00
	FINANCE SPECIALIST-PAYROLL/BENEFITS	1.00	1.00	0.00
	ADMINISTRATIVE TECHNICIANS I, II OR III	2.00	2.00	0.00
	CLERICAL ASSISTANT	0.00	1.00	-1.00
	FACILITIES & RESOURCES SUPERVISOR	1.00	1.00	0.00
	MAINTENANCE TECHNICIANS	2.00	2.00	0.00
<b>Permanent Totals</b>		<b>11.00</b>	<b>11.00</b>	<b>0.00</b>
<b>Permanent</b>	<b>Utilities</b>			
	DISTRICT ENGINEER/UTILITIES DEPARTMENT MANAGER	1.00	1.00	0.00
	CHIEF PLANT OPERATOR (SWF)	1.00	0.00	1.00
	WASTEWATER SYSTEMS SUPERINTENDENT	0.00	1.00	-1.00
	WASTEWATER SUPERVISOR	1.00	0.00	1.00
	WASTEWATER SYSTEM OPERATORS OIT, I, II OR III	4.00	4.00	0.00
	WASTEWATER COLLECTION SYSTEM OPERATOR	2.00	2.00	0.00
	WATER SYSTEMS SUPERINTENDENT	0.00	1.00	-1.00
	WATER SUPERVISOR	1.00	0.00	1.00
	WATER SYSTEMS OPERATOR T3/D2	1.00	1.00	0.00
	WATER TREATMENT OPERATOR OIT, I OR II	4.00	4.00	0.00
	LABORATORY TECHNICIAN	0.00	0.00	0.00
	MANAGEMENT ANALYST	1.00	0.00	1.00
	PROGRAM MANAGER	0.00	1.00	-1.00
	ADMIN TECH II	0.00	1.00	-1.00
<b>Permanent Totals</b>		<b>16.00</b>	<b>16.00</b>	<b>0.00</b>
<b>Permanent</b>	<b>Fire</b>			
	FIRE CHIEF	1.00	1.00	0.00
	FIRE CAPTAIN	3.00	3.00	0.00
	FIRE ENGINEER	3.00	3.00	0.00
	RESERVE RECRUIT FIREFIGHTER	0.00	0.00	0.00
	RESERVE FIREFIGHTER	15.00	15.00	0.00
	RESERVE FIRE ENGINEER	0.00	0.00	0.00
	RESERVE LIEUTENANT	0.00	0.00	0.00
	FIREFIGHTER (SAFER GRANT)	0.00	0.00	0.00
<b>Permanent Totals</b>		<b>22.00</b>	<b>22.00</b>	<b>0.00</b>
<b>Department Totals</b>		<b>49.00</b>	<b>49.00</b>	<b>0.00</b>
	<b>Limited</b>			
	STRATEGIC AND ORGANIZATIONAL ADVISOR	1.00	0.00	-1.00
	RETIRED ANNUITANTS	2.00	1.00	-2.00
<b>Limited Totals</b>		<b>3.00</b>	<b>1.00</b>	<b>-3.00</b>

# Cambria Community Services District Organizational Chart Current Fiscal Year 2019/2020



**Current Vacant Positions**  
 1-Clerical Assistant (part-time)  
 Current Limited Term Positions  
 1-Admin Tech II

# Cambria Community Services District Organizational Chart Proposed Fiscal Year 2020/2021



**Current Vacant Positions**  
1-Clerical Assistant (part-time)

A	B	C	D	E	F	G
1	<b>Wastewater CIP - Capital Improvement Program (Revised 5/27/2020 - For Discussion Only)</b>					
2	Wastewater Projects	Ranking	Project Cost	10-Yr Cost	Actual Cost	Notes
3	<b>Wastewater Treatment Plant Projects in SST</b>					
4	20-21 Investment Grade Audit (30% Design for all ECMs)	SST	\$ 160,000	\$ 688,404	\$ 160,000	Added 2/26; Balance budgeted for FY21
5	20-21 Electrical Upgrades (ECM 7) - Conduits between PG&E transformer and service witchboard, switchboard, connections to existing switchboard, connections to generator)	SST	\$ 232,500	\$ 232,500		
6	Secondary Water System (3W) Improvements (ECM 10) - Submersible pumps, hydrpneumatic tank, demo, electrical/I&C	SST	\$ 185,000	\$ 185,000		
7	Sewer Lift Stations (ECM 12) - Lift Station B1, Lift Station B4, Electrical/I&C	SST	\$ 3,945,000	\$ 3,945,000		
8	Influent Lift Station Modifications (ECM 2) - Bypassing; VFDs; Equipment & Material Demo; Pumps, guiderails, valves, and piping installation; upper concrete wet well deck & hatches (installation); electrical/I&C; new concrete and repair coatings	SST	\$ 846,250	\$ 846,250		
9	Modified Ludzak-Ettinger Process Upgrade (ECM 3) - MLE conversion based on Carollo 2015 Study minus VFD costs; header repair	SST	\$ 853,750	\$ 853,750		
10	Influent Flow Equalization (ECM 1) - New or refurbished EQ tanks based on Carollo 10% design	SST	\$ 1,060,000	\$ 1,060,000		
11	Effluent Pump Station Improvements (ECM 11) - Demo; surge tank replacement; pump replacement; install new VFDs; flowmeter; discharge manifold piping; instrumentation; replace air release valves; pipeline cleaning and flushing; electrical/I&C	SST	\$ 733,750	\$ 733,750		
12	RAS and WAS Pumping Improvements (ECM 5) - RAS pumping system; WAS pumping system; scum pumps replacement; skimming troughs replacement; electrical/I&C	SST	\$ 496,250	\$ 496,250		
13	SCADA System (ECM 9) - New SCADA system based on Carolla 10% Design	SST	\$ 721,250	\$ 721,250		
14	20-21 Backup Power (ECM 8) - 365 kW NG Generator; Demo; Propane backup	SST	\$ 497,500	\$ 497,500		Switch Gear FY21
15	Blower System Improvements (ECM 4) - Replace 2 blowers; duct replacement	SST	\$ 1,345,000	\$ 1,345,000		
16	Sludge Thickening (ECM 6) - Rehabilitate rotary drum thickener and screw press; new transfer pumps; stabilization tanks; aeration system and control valve; demo of clarifiers; rolloff area with roof; electrical/I&C	SST	\$ 961,250	\$ 961,250		
17		Subtotal	\$ 12,037,500	\$ 12,565,904	\$ 160,000	
18	<b>Treatment Plant Projects Not in SST</b>					
19	20-21 Security Improvements	1	\$ 15,000	\$ 15,000		Added 5/2020
20	18-19 Replace Digester Catwalks	1	\$ 45,000	\$ 45,000	\$ 43,720	
21	18-19 Influent screen, support platform design, & installation	1	\$ 164,509	\$ 164,509	\$ 156,675	
22	Clarifier Repairs (replace eastern drive unit's metallic hubs with non-corrosive hubs)	1	\$ 35,000	\$ 35,000		
23		Subtotal	\$ 259,509	\$ 259,509	\$ 200,395	
24	<b>Collection System Projects</b>					
25	Lift Station B-2 (Wood Dr./E. Lodge Hill) new control panel at grade el.	1	\$ 425,000	\$ 425,000		
26	Lift Station B-3 (Green St./W. Lodge Hill) new control panel	1	\$ 250,000	\$ 250,000		
27	Lift Station 4 (DeVault Pl/Seaclift Estates) VFDs /new elect panel & 3 phase pump motors	1	\$ 85,000	\$ 85,000		
28	Lift Station A (Nottingham & Leighton/Park Hill) new submersible pumps, MCC, bypass piping	1	\$ 400,000	\$ 400,000		
29	Lift Station A (Nottingham & Leighton/Park Hill) control panel at grade el	1	\$ 90,000	\$ 90,000		
30	Lift Station A-1 (Sherwood & Harvey/Marine Terrace) submersible pumps, bypass piping	1	\$ 265,000	\$ 265,000		
31	19-20 Lift Station A-1 (Sherwood & Harvey/Marine Terrace) MCC, SCADA improvements	1	\$ 45,000	\$ 45,000	\$ 50,835	Added 2/26
32		Subtotal	\$ 1,560,000	\$ 1,560,000	\$ 50,835	
33	Lift Station B improvements (SR Creek/behind Park Hill) new control panel	2	\$ 75,000	\$ 75,000		
34	Lift Station B - new wet well, submersible pumps, and valve vault (placeholder)	3	\$ 300,000	\$ 300,000		
35	Collection System Assessment software (E.g, t4 Spatial or other)	3	\$ 10,000	\$ 10,000		
36	Annual Collection System Assessment/engineering for repairs (extended number of years - SSMP has this occurring over 10 yrs)	3	\$ 30,000	\$ 300,000		
37	Lift Station B-3 (Green St./W. Lodge Hill) submersible pumps, MCC, bypass piping	3	\$ 250,000	\$ 250,000		
38	Lift Station B - replace existing generator	3	\$ 60,000	\$ 60,000		
39		Subtotal	\$ 650,000	\$ 920,000		
40	Annual SCADA System Maintenance or Upgrades - Collections System	4	\$ 25,000	\$ 25,000		
41	Collection System smoke testing	4	\$ 50,000	\$ 50,000		
42		Subtotal	\$ 75,000	\$ 75,000		
43	<b>Vehicles and Trailer- Mounted Equipment</b>					
44	19-20 Pearpoint or equal TV inspection camera (removed cost from mid year total to meet reduced funding balance, 11/20/2018.)	1	\$ 75,000	\$ 75,000	\$ 75,000	
45	18-19 F-350 Service Truck with Crane Body	1	\$ 57,040	\$ 57,040	\$ 56,540	
46	19-20 Vactor truck - replace with new \$430K truck that meets emssion requirements (7 yr loan @ 4.5%)	1	\$ 518,000	\$ 518,000	\$ 402,435	
47	19-20 Replacement Rack Truck (F-150)	-	\$ -	\$ 24,193	\$ 24,193	
48		Subtotal	\$ 650,040	\$ 674,233	\$ 483,168	

A	B	C	D	E	F	G
1	<b>Wastewater CIP - Capital Improvement Program (Revised 5/27/2020 - For Discussion Only)</b>					
2	Wastewater Projects	Ranking	Project Cost	10-Yr Cost	Actual Cost	Notes
49	Non-CIP Wastewater Projects	Ranking	Project Cost	10-Yr Cost	Actual Cost	
50	<b>Major Maintenance</b>					
51	18-19 Paint Digester Handrails	1	\$ 15,000	\$ 15,000	\$ 17,000	
52	Cleaning of aeration basins (after screen installation)	1	\$ 20,000	\$ 20,000		
53	Cleaning of pipelines from headworks to aeration tanks (after screen installation), including cleanout additions	1	\$ 10,000	\$ 10,000		
54	20-21 Annual Collection System Repairs to reduce I/I & damaged pipe sections	1	\$ 50,000	\$ 500,000		Budgeted within Services & Supplies
55	20-21 Annual manhole raising due to street overlays & roadway work/Manhole cover replacements	1	\$ 10,000	\$ 100,000		Budgeted within Services & Supplies
56		Subtotal	\$ 105,000	\$ 645,000	\$ 17,000	
57	Western clarifier - Replace clarifier chain, wear shoes, skid plates, & sprockets	2	\$ 40,000	\$ 40,000		
58	Eastern clarifier - Replace clarifier chain, wear shoes, skid plates, & sprockets	2	\$ 40,000	\$ 40,000		
59	20-21 Repainting of WWTP	2	\$ 30,000	\$ 30,000		Budgeted within Services & Supplies
60	Repainting of lift station facilities	2	\$ 10,000	\$ 10,000		
61		Subtotal	\$ 120,000	\$ 120,000		
62	Seal coat AC pavement at WWTP	4	\$ 65,000	\$ 65,000		
63	<b>Annual Inspections and Reserves</b>					
64	Annual manhole inspections and report on needed corrections (approx. 20% of system/yr)	1	\$ 40,000	\$ 400,000		
65	Annual Collection System Phased televising & cleaning (revised 11/20/18 reduced cost by 50% & extended number of years - SSMP has this over 10 yrs)	1	\$ 50,000	\$ 500,000		
66	Five-Year Replacement and New PCs for operators (Initial purchase and then build reserves)	1	\$ 10,000	\$ 20,000		Budgeted within Services & Supplies
67	Vehicle Replacement Program (Annual reserves)	1	\$ 25,000	\$ 250,000		
68	Portable equipment replacement program - backhoes, generators and pumps (Annual reserves)	1	\$ 15,000	\$ 150,000		Budgeted within Services & Supplies
69		Subtotal	\$ 140,000	\$ 1,320,000		
70		Grand Total	\$ 18,279,646	\$ 911,398		
71	Budgeted for FY 2020-2021		Priority 1 Total	\$ 4,458,742	\$ 751,398	
72	Completed		Priority 2 Total	\$ 195,000	\$ -	
73	In Progress		Priority 3 Total	\$ 920,000	\$ -	
74	Not Started		Priority 4 Total	\$ 140,000	\$ -	
75			SST Total	\$ 12,565,904	\$ 160,000	

A	B	D	E	F	G	H
<b>Water CIP - Capital Improvement Program</b> (Revised 5/27/2020 - For Discussion Only)						
		Ranking	Project Cost	10 yr Cost	Current Actual	Notes
<b>FY</b>	<b>Water Distribution System Projects</b>					
20-21	Pressure Zone 2 to Zone 7 transmission main replacement @ SR Creek pedestrian bridge	1	\$ 120,000	\$ 200,000	\$ 4,471	In Permitting; RFP
20-21	Water Meter Replacements & Upgrades (phased)	1	\$ 186,000	\$ 1,050,000	\$ 500	Developing RFP
	Piney Way erosion control inspection report and follow-up protection efforts for existing pipeline	1	\$ 10,000	\$ 10,000		
	<b>Priority 1 Subtotal</b>		\$ 316,000	\$ 1,260,000	\$ 4,971	
	Subzone metering of distribution system	2	\$ 150,000	\$ 150,000		
	Replacement of problematic service lines within Leimert	3	\$ 130,000	\$ 130,000		
	Water Master Plan Amendment (revised fire flow modeling/tank sizing check)	3	\$ 35,000	\$ 35,000		
	<b>Priority 3 Subtotal</b>		\$ 165,000	\$ 165,000		
	Inspection & spot repair to water transmission main under S. Parks wetlands area; or lining of transmission main plus study & predesign	4	\$ 80,000	\$ 80,000		
	Pine Knolls - Iva Court zone 1 pipeline expansion	4	\$ 165,000	\$ 165,000		
	<b>Priority 4 Subtotal</b>		\$ 245,000	\$ 245,000		
	<b>Tank &amp; Booster Pump Station Projects</b>					
20-21	SCADA System - Phased Upgrades (Adding historian, reporting, etc)	1	\$ 250,000	\$ 250,000	\$ 49,457	Beginning Phase 2
	Stuart Street Tank Replacement (125K gallon welded steel tank with new foundation)	2	\$ 458,000	\$ 458,000		Recategorized 2/26
	Electrical transfer switch and conduit to well SS-3	2	\$ 25,000	\$ 25,000		
19-20	San Simeon well field generator replacement	2	\$ 100,000	\$ 100,000	\$ 50,449	
	<b>Priority 2 Subtotal</b>		\$ 583,000	\$ 583,000	\$ 50,449	
20-21	Rodeo Grounds Pump Station Replacement (aka Zone 2 Booster pump station)	3	\$ 1,016,000	\$ 1,016,000		\$62k budgeted for permitting/design
	<b>Vehicles and Trailer-Mounted Equipment</b>					
20-21	Replacement 2005 F-150 Truck with F-250 (for towing Ditch Witch)	1	\$ 35,000	\$ 35,000		Added 5/2020
18-19	Replacement Dump Truck	1	\$ 76,000	\$ 76,000	\$ 74,871	
	<b>Priority 1 Subtotal</b>		\$ 111,000	\$ 111,000	\$ 74,871	
18-19	Trailer-Mounted Air Compressor	2	\$ 15,000	\$ 15,000	\$ 22,557	
18-19	Trailer-Mounted Vacuum Extractor	2	\$ 48,000	\$ 48,000	\$ 46,169	
	<b>Priority 2 Subtotal</b>		\$ 63,000	\$ 63,000	\$ 68,726	
	<b>Non-CIP Projects</b>					New Section 2/26
	<b>Major Maintenance</b>					
	Annual Water pipelines, pumps, and PRV repairs and replacements	3	\$ 50,000	\$ 500,000	\$ 19,126	Recategorized 2/26
	Valve Replacements	3	\$ 20,000	\$ 20,000		Recategorized 2/26
	<b>Priority 3 Subtotal</b>		\$ 70,000	\$ 520,000	\$ 19,126	
	<b>Water conservation</b>					
20-21	Database for water conservation program/tracking with parcel links & APN file conversion	1	\$ 10,000	\$ 10,000		
	<b>Annual Inspections &amp; Reserves</b>					
	Annual GIS updating & upgrades	1	\$ 10,000	\$ 100,000		Recategorized 2/26
	Vehicle Replacement Program Reserves (Accumulate Funds)	1	\$ 25,000	\$ 250,000		
	Contingency/reserves (Accumulate Funds)	1	\$ 15,000	\$ 150,000		
	<b>Priority 1 Subtotal</b>		\$ 60,000	\$ 510,000		
	<b>Grand Total</b>		\$ 4,873,000	\$ 267,600	\$ 267,600	
	<b>Budgeted for FY 2021</b>					
	Completed			\$ 2,131,000	\$ 129,299	
	In Progress			\$ 796,000	\$ 119,175	
	Not Started			\$ 1,701,000	\$ 19,126	
	<b>Priority 4 Total</b>			\$ 245,000	\$ -	
<b>SWF CIP - Capital Improvement Program</b> (Revised 5/27/2019 - For Discussion Only)						
		Ranking	Project Cost	10 yr Cost	Actual Cost	
	<b>Permitting</b>					
	EIR consulting (follow up agency discussions to support the SWF's Regular CDP)	1	\$ 28,609	\$ 28,609		Increased cost 2/26
20-21	Section 7 ESA consulting, annual AMP report, & AMP update	1	\$ 100,000	\$ 100,000	\$ 40,487	
	<b>Priority 1 Subtotal</b>		\$ 128,609	\$ 128,609	\$ 40,487	
	<b>Interim, short-term SWF Modifications</b>					
18-19	Short-term flood damage mitigation	1	\$ 10,000	\$ 10,000	\$ 12,566	Recorded as M&R
18-19	Hauling of last 18" of water and cleaning impoundment	1	\$ 35,000	\$ 35,000	\$ 94,515	
	Modifications to facilitate off-hauling RO waste (secondary containment, grading, rock, purchase tanks)					
19-20	a) Secondary Containment, Grading, Rock	1	\$ 20,000	\$ 20,000	\$ 473	Recorded as M&R
19-20	b) Tank purchase	1	\$ 80,000	\$ 80,000	\$ 27,563	
	<b>Priority 1 Subtotal</b>		\$ 145,000	\$ 145,000	\$ 135,118	
	<b>Advanced Water Treatment Plant</b>					
	Miscellaneous instrumentation / monitoring upgrades	2	\$ 10,000	\$ 10,000		
19-20	Filters / membrane replacements and build reserves for future	2	\$ 60,000	\$ 120,000	\$ 59,639	Revised 2/26
	<b>Priority 2 Subtotal</b>		\$ 70,000	\$ 130,000	\$ 59,639	
	<b>Long-Term Improvement Modifications</b>					
	Consulting assistance for coordination with Army Corps on WRDA grant (meetings, redefine work plan, & update scope of work)	1	\$ 40,000	\$ 40,000		
	Future permanent mods at SWF for trailer fill station (transfer tanks, piping, & spill containment/loading pad) (1,2)	2	\$ 200,000	\$ 200,000		
	AWTP pull-barn style covers for outdoor equipment & control panels (1,2)	2	\$ 50,000	\$ 50,000		
	<b>Priority 2 Subtotal</b>		\$ 250,000	\$ 250,000		
	Sems, Hach WIMS, or custom programmer for logging/reporting software and tablets (yr 1 is software/programming assistance)	3	\$ 25,000	\$ 25,000		
	Installation of remote sensing instrumentation at SS creek (needs access agreement with State Parks)	3	\$ 10,000	\$ 10,000		
	Solar Array System (1,2)	3	\$ 375,000	\$ 375,000		
	<b>Priority 3 Subtotal</b>		\$ 410,000	\$ 410,000		
	<b>Grand Total</b>		\$ 1,103,609	\$ 235,244	\$ 235,244	
	<b>Budgeted for FY 2021</b>					
	Completed			\$ 313,609	\$ 175,605	
	In Progress			\$ 380,000	\$ 59,639	
	Not Started			\$ 410,000	\$ -	
	<b>Priority 4 Total</b>			\$ -	\$ -	



Cambria Community Services District  
FY 2020/21 Department Line Item Budget Requests

Fund	Department	Budget Item Request Description	Line Item Request Amount	FY 2020/21 Funded Amount	FY 2020/21 Unfunded Amount
General Fund	Fire	Addition of 3 Firefighters (Step E Salary & Benefits)	361,200	-	361,200
General Fund	Fire	Addition of Clerical Assistant	74,799	-	74,799
General Fund	Fire	Public Information - Website	189	189	-
General Fund	Fire	Maint & Repair - Equipment	5,000	2,500	2,500
General Fund	Fire	Maint & Repair - Vehicles Licensed	5,958	-	5,958
General Fund	Fire	Computer Replacements	5,000	-	5,000
General Fund	Fire	Printing & Shipping	74	74	-
General Fund	Fire	Membership, Dues & Publications	123	123	-
General Fund	Fire	Emergency Medical Supplies	455	455	-
General Fund	Fire	Employee Recruitment	500	500	-
General Fund	Fire	Travel, Training, Seminars - Employee (Reduce annual amt)	5,000	-	5,000
General Fund	Fire	SCBA Flow Test	2,000	2,000	-
General Fund	Fire	Personal Protective Equipment	6,502	6,502	-
General Fund	Fire	Public Education	2,500	2,500	-
General Fund	Fire	CERT (New GL Acct Fmly 6220A)	5,500	1,000	4,500
General Fund	Fire	Fuel Station Computer Replacement (Delayed in FY 19/20)	7,500	-	7,500
General Fund	Fire	Zoll X Series EKG	40,000	-	40,000
General Fund	Fire	Radio System Upgrade - Phase II	30,000	30,000	-
General Fund	Fire	Station Security Upgrade - Phase I of III	75,000	-	75,000
		<b>Sub-Total</b>	<b>627,300</b>	<b>45,843</b>	<b>581,457</b>
General Fund	Facilities & Resources	Addition of Maintenance Worker (Step E & Benefits)	92,603	-	92,603
General Fund	Facilities & Resources	Buildings & Grounds Increase for Homeless camp cleanup, weed abatement & tree removal	120,000	-	120,000
General Fund	Facilities & Resources	Maintenance & Repairs - Shelter/Cover for Trailer	2,000	2,000	-
General Fund	Facilities & Resources	Maintenance & Repairs - Vets Hall Replace 2 Refrigerators	4,000	-	4,000
General Fund	Facilities & Resources	Maintenance & Repairs - Vets Hall Replace Sliding BBQ Grill Area	3,000	-	3,000
General Fund	Facilities & Resources	Maintenance & Repairs - Vets Hall Replace Sliding Legion Bar Area	3,000	-	3,000
General Fund	Facilities & Resources	Temporary Services (6 mos)	24,000	8,000	16,000
General Fund	Facilities & Resources	Travel, Training, Seminars - Employee New Request	2,000	2,000	-
General Fund	Facilities & Resources	F350 Truck - Replace 1999 F150 Truck (assume financing)	40,000	40,000	-
General Fund	Facilities & Resources	Trailer - homeless Personal Property Storage	12,000	12,000	-
General Fund	Facilities & Resources	Vets Hall Replace Sewer Main Line Replacement	40,000	-	40,000
General Fund	Facilities & Resources	Vets Hall Replace Legion Kitchen Roof	15,000	-	15,000
General Fund	Facilities & Resources	Vets Hall Emergency Generator	50,000	-	50,000
		<b>Sub-Total</b>	<b>407,603</b>	<b>64,000</b>	<b>343,603</b>
General Fund	PROS	Skate Park Repairs /Design (reduce annual budget)	2,744	-	2,744
General Fund	PROS	Community Park Phase II - Design	10,000	-	10,000
General Fund	PROS	Professional Svcs - Grant Writer	3,000	3,000	-
		<b>Sub-Total</b>	<b>15,744</b>	<b>3,000</b>	<b>12,744</b>
General Fund	Administration	Clerical Assistant Part-Time to Full Time (Step E & Benefits)	44,879	44,879	-
General Fund	Administration	Increase in Annual Subscription for Municipal Code Corp	272	272	-
General Fund	Administration	Property/Liability Insurance - Premium Increase 34%	42,668	42,668	-
General Fund	Administration	LAFCO Annual Fees (Reduction of 15%)	(3,800)	(3,800)	-
General Fund	Administration	Consolidated Elections 2020	11,000	11,000	-
General Fund	Administration	NeoGov Recruiting, Learning License & One-time Set-up	13,599	11,539	2,060
General Fund	Administration	Strategic Planning Consultant	7,500	7,500	-
General Fund	Administration	Ergonomic Remodels - Front Desk, FM, GM	9,800	5,200	4,600
General Fund	Administration	Video Conference Package - GM Office	5,500	5,500	-
General Fund	Administration	Cashiering Hardware (Bar Scanner, Cash Drawer, Thermal Receipt Printer - Tyler Implementation)	2,000	2,000	-
General Fund	Administration	Zoom for Remote Video Meetings 1yr	4,800	4,800	-
		<b>Sub-Total</b>	<b>138,218</b>	<b>131,558</b>	<b>6,660</b>
		<b>Total General Fund</b>	<b>1,188,865</b>	<b>244,401</b>	<b>944,464</b>
Water Fund	Water	Addition of Admin Tech II - Limited Term (19/20) to Full Time, 34% to Water (Step E & Benefits)	27,676	27,676	-
Water Fund	Water	Reclass Mgmt Analyst to Program Manager, 34% to Water (Step E & Benefits)	11,497	11,497	-
Water Fund	Water	Production Meter Testing	5,872	5,872	-
Water Fund	Water	Annual Tank Maintenance & Rehab	46,172	46,172	-
Water Fund	Water	SS Well Field Dosing Lines & Analyzers (move from 19/20)	7,500	7,500	-
Water Fund	Water	Paint Office Building	10,000	10,000	-
Water Fund	Water	Maintenance & Repairs - Equipment	853	853	-
Water Fund	Water	Professional Svcs - Misc/Other	7,744	7,744	-

Cambria Community Services District  
 FY 2020/21 Department Line Item Budget Requests

Fund	Department	Budget Item Request Description	Line Item Request Amount	FY 2020/21 Funded Amount	FY 2020/21 Unfunded Amount
Water Fund	Water	Water Use Efficiency Plan Update (moved from 19/20)	10,000	10,000	-
Water Fund	Water	Retrofit Program - Giveaways	1,000	1,000	-
Water Fund	Water	Rebate Program - Water Conservation (Grant Offset)	7,500	7,500	-
Water Fund	Water	Rebate Program Increase	4,543	4,543	-
Water Fund	Water	Replace 2005 F150 Truck (moved from 19/20)	35,000	35,000	-
Water Fund	Water	Zone 2 to 7 Trans Main SR Crk Ped Brdg	50,000	50,000	-
Water Fund	Water	Water Meter Replacement Program	97,000	97,000	-
Water Fund	Water	SCADA System Phase II	60,000	60,000	-
Water Fund	Water	Water Conservation Database	10,000	10,000	-
Water Fund	Water	Rodeo Grounds Pump Station - Design/Permitting	62,000	62,000	-
		<b>Sub-Total</b>	<b>454,357</b>	<b>454,357</b>	<b>-</b>
Water Fund	SWF - Operations	Addition of Admin Tech II - Limited Term (19/20) to Full Time, 34% to Water (Step E & Benefits)	26,885	26,885	-
Water Fund	SWF - Operations	Reclass Mgmt Analyst to Program Manager, 34% to Water (Step E & Benefits)	11,159	11,159	-
Water Fund	SWF - Operations	Maintenance & Repairs - Grounds	3,000	3,000	-
Water Fund	SWF - Operations	Department Operating Supplies - Add for Chemicals	3,000	3,000	-
Water Fund	SWF - Operations	Baseline Biological Monitoring AMP	50,000	50,000	-
		<b>Sub-Total</b>	<b>94,044</b>	<b>94,044</b>	<b>-</b>
Water Fund	SWF - Capital		-	-	-
		<b>Sub-Total</b>	<b>-</b>	<b>-</b>	<b>-</b>
Wastewater Fund	Wastewater	Addition of Admin Tech II - Limited Term (19/20) to Full Time, 34% to Water (Step E & Benefits)	26,885	26,885	-
Wastewater Fund	Wastewater	Reclass Mgmt Analyst to Program Manager, 34% to Water (Step E & Benefits)	11,159	11,159	-
		Mailer - What not to Flush	1,000	1,000	-
Wastewater Fund	Wastewater	Maintenance & Repairs - Paint Office Building	20,000	20,000	-
Wastewater Fund	Wastewater	Maintenance & Repairs - Replace Roof	20,000	20,000	-
Wastewater Fund	Wastewater	Maintenance & Repairs - Grounds	10,000	10,000	-
Wastewater Fund	Wastewater	Maintenance & Repairs - SCADA Equipment	3,000	3,000	-
Wastewater Fund	Wastewater	Study material for New Employees	1,000	1,000	-
Wastewater Fund	Wastewater	Security Improvements @ WWTP (move to 19/20)	15,000	15,000	-
Wastewater Fund	Wastewater	SST - PG&E Turnkey	528,404	528,404	-
Wastewater Fund	Wastewater	SST - PG&E Turnkey - ECM #7	232,500	232,500	-
Wastewater Fund	Wastewater	SST - PG&E Turnkey - EMC #8 Switch Gear	99,500	99,500	-
Wastewater Fund	Wastewater	Replace John Deere Tractor	40,000	-	40,000
Wastewater Fund	Wastewater	Replace Van - Transport of Video Camera System	40,000	-	40,000
		<b>Sub-Total</b>	<b>1,048,448</b>	<b>968,448</b>	<b>80,000</b>
<b>Total Enterprise Funds</b>			<b>1,596,849</b>	<b>1,516,849</b>	<b>80,000</b>

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	<b>Cambria Community Services District</b>													
2	<b>Reserve Estimates - Cash Basis</b>													
3	<b>Preliminary Budget - June 18, 2020</b>													
4														
5			General Fund	Wastewater Fund	Water Department	SWF Operations	SWF Capital	Total Water Fund	Total Enterprise (WW & Water)	Total CCSD				
6														
7														
8			\$ 3,411,652	\$ (562,234)	\$ (569,823)	\$ (796,044)	\$ 999,006	\$ (366,861)	\$ (929,095)	\$ 2,482,557				
9			\$ 11,090	\$ 175,415	\$ 1,027,305	\$ (314,195)	\$ (246,844)	\$ 466,266	\$ 641,681	\$ 652,771				
10			\$ 3,422,742	\$ (386,819)	\$ 457,482	\$ (1,110,239)	\$ 752,162	\$ 99,405	\$ (287,414)	\$ 3,135,328				
11														
12														
13														
14														
15														
16														
17														
18			\$ 369,535	\$ 443,523	\$ 368,627	\$ 6,534	\$ (311,870)	\$ 63,291	\$ 506,814	\$ 876,349				
19			\$ 3,792,277	\$ 56,704	\$ 826,109	\$ (1,103,705)	\$ 440,292	\$ 162,696	\$ 219,400	\$ 4,011,677				
20														
21														
22														
23														
24														
25														
26														
27			\$ (17,848)	\$ (395,237)	\$ 523,975	\$ 132,765	\$ -	\$ 656,740	\$ 261,503	\$ 243,655				
28			\$ 3,774,429	\$ (338,533)	\$ 1,350,084	\$ (970,940)	\$ 440,292	\$ 819,436	\$ 480,903	\$ 4,255,332				
29														
30														
31														
32			\$ 741,955	\$ (584,229)				\$ (157,726)	\$ (741,955)	\$ -				
33														
34														
35														
36														
37			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
38			\$ 96,817	\$ -	\$ -	\$ -	\$ -	\$ (180,000)	\$ (180,000)	\$ (180,000)				
39			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
40			\$ 96,817	\$ -	\$ -	\$ -	\$ -	\$ (180,000)	\$ (180,000)	\$ (83,183)				
41														
42														
43			\$ 3,871,246	\$ (338,533)				\$ 481,710	\$ 660,903	\$ 4,338,515				

**RESERVES**

Cash in Bank per Audit at June 30, 2018

Fiscal Year 2018/19 Estimated Increases / (Decreases)

Estimated Cash Based Reserves at June 30, 2019

Fiscal Year 2019/20 Estimates:

Estimated Operating Surplus / (Deficit) based on actual activity to 6/30/20

Estimated Cash Based Reserves at June 30, 2020

Fiscal Year 2020/21 Preliminary Budget

Operating Surplus / (Deficit)

Estimated Cash Based Reserves at June 30, 2021

**INTERFUND LOANS**

Amounts per 6/30/2018 Audit

Estimated Increase in Interfund Loans

To eliminate negative cash balances at 6/30/2020

FY 2020/21 Estimated Loan Repayment

FY 2020/21 Reserve Requirement per Prop 218

Total Interfund Loans/Required Reserves

June 30, 2021 Adjusted Cash Based Reserves (Estimated)

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.A.**FROM: John F. Weigold, IV, General Manager  
Timothy Carmel, District Counsel

Meeting Date: June 18, 2020

Subject: DISCUSSION AND CONSIDERATION  
OF ADOPTION OF RESOLUTION 31-  
2020 DECLARING A CONTINUED  
LOCAL EMERGENCY IN THE  
CAMBRIA COMMUNITY SERVICES  
DISTRICT DUE TO THE  
CORONAVIRUS PANDEMIC**RECOMMENDATIONS:**

Staff recommends that the Board of Directors discuss and consider adoption of Resolution 31-2020 declaring a continued local emergency in the Cambria Community Services District due to the Coronavirus Pandemic.

**FISCAL IMPACT:**

Fiscal impacts associated with this item 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 09-2020 on March 23, 2020, which declared a local State of Emergency and provided the General Manager with authority to allow for a more expeditious and effective response to various situations related to the Coronavirus Pandemic as they occur. Resolution 09-2020 requires the Board to determine whether a local State of Emergency continues to exist at each regular and special meeting. As the COVID-19 virus continues to ravage the State and country, it is recommended that the Board adopt Resolution 31-2020 declaring a continued State of Emergency.

Attachment: Resolution 31-2020

RESOLUTION 31-2020  
JUNE 18, 2020

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

WHEREAS, on March 23, 2020, the Board of Directors adopted Resolution 09-2020 declaring the existence of a State of Emergency in the Cambria Community Services District as a result of the Coronavirus Pandemic; and

WHEREAS, Resolution 09-2020 requires the Board of Directors to determine whether the local State of Emergency continues to exist at each regular or special Board meeting; and

WHEREAS, the Board finds that this emergency, which involves the outbreak of an extremely infectious disease (COVID-19), is a highly fluid and evolving situation, and in the interest of public health, safety and welfare, such a State of Emergency continues to exist in the Cambria Community Services District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cambria Community Services District that a State of Emergency continues to exist in the Cambria Community Services District as a result of the Coronavirus Pandemic.

PASSED AND ADOPTED this 18<sup>th</sup> day of June, 2020.

\_\_\_\_\_  
Harry Farmer, President  
Board of Directors

APPROVED AS TO FORM:

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

ATTEST:

\_\_\_\_\_  
Haley Dodson  
Deputy District Clerk

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.B.**

FROM: John F. Weigold IV, General Manager

Meeting Date: June 18, 2020

Subject: REVIEW, DISCUSS AND APPROVE  
GRANT REQUESTS FOR ELECTRIC  
VEHICLE CHARGING STATIONS

**RECOMMENDATIONS:** Staff recommends the Board of Directors review, discuss and approve the grant applications submitted for two electric vehicle charging stations.

**FISCAL IMPACT:**

The matching funds required to support this grant is dependent on which grant is awarded to the District. The total project costs and the match funding required is estimated below:

Project Description	Cost	Funding Source
2 Electric Charging Stations	\$ 33,000	Grant Match 40% or 0%
Permitting & Construction	\$ 10,000	CCSD General Fund
Total Project Cost	\$ 43,000	

No budget adjustment is required at this time. If the grant is awarded, Board action would be required to appropriate the grant revenue and associated expense.

**DISCUSSION:** District staff submitted applications for grant funding to install two electric vehicle charging stations, as there are currently no publicly available EV charging stations between Monterey and Morro Bay. As more and more tourists are using electric vehicles, this project would provide these public electric vehicle (EV) charging stations at two key locations within the downtown core – at the Veterans Hall in the West Village, and at the CCSD-owned public parking lot in the East Village.

The City of San Luis Obispo currently has 19 public EV charging stations in place and is adding additional stations at City Hall for its fleet vehicles. The city’s policy is for a net-neutral cost model, but they modeled their plan after studying the City of Santa Monica, which uses its EV stations to generate additional revenue. The City of Morro Bay has only a single public EV charging station located at the Morro Bay Chamber of Commerce.

The Cambria EV stations would fulfill a benefit of encouraging sustainable transportation and access to environmental and cultural activities within the beautiful downtown core of Cambria, and ongoing operations and maintenance costs of the EV stations would be covered by the fees charged to customers.

The District applied for two grants: one from the County of San Luis Obispo Beautification Infrastructure Grant (BIG) and the other from the Air Pollution Control District (APCD) Community Air Protection Program. The District can only receive one of these grants. The BIG grant would pay for 100% of the project equipment. The APCD grant would pay for 60% of the project equipment cost hence the District would provide a cost match of 40%. Also, the District would need to pay for any permitting and construction costs, which is not covered as part of the grant funding. This project is consistent with the District’s desire to be responsible with our

environmental resources and will encourage those who drive environmentally sustainable vehicles to visit our town.

The Finance Committee, on their June 4, 2020 meeting, recommended approval in support of these grant applications by a 3-2 vote. Staff recommends the Board approve the application for the BIG and APCD grants for electric charging stations. If the grant is awarded, staff will return to the Board with the applicable actions, including any necessary budget adjustments.

Attachments:

1. BIG grant application packet
2. APCD grant application packet



## Cambria Community Services District – Beautification/Infrastructure Grant Program for FY 2019-2020

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### Project:

Green Infrastructure Improvements: Installation of two Electric Vehicle Charging Stations

### Agency Name:

Cambria Community Services District (District)

### Project Contact:

Ray Dienzo, Utilities Manager/District Engineer  
Cambria Community Services District  
Phone: (805) 927-6119 Fax:(805) 927-5584  
Email: rdienzo@cambriacsd.org

### Agency Address:

Physical - 1316 Tamsen Street, Suite 201, Cambria, CA 93428  
Mailing - PO Box 65, Cambria, CA 93428

### Amount of Funds Requested:

The total installation cost of the project is estimated at \$35,000. The District can contribute in-kind services and staff time to coordinate construction of this project. This grant request is for **\$35,000**.

### Brief Project Description:

The project expands Cambria's green infrastructure through installation of Electric Vehicle Charging units at two key locations within the downtown core – at the Veterans Hall, and at a public parking lot. These stations will fulfill a two-fold benefit of encouraging sustainable transportation and access to environmental and cultural activities.



## Project Information

### 1. Organization and its Mission

As an independent special district within the County of SLO, the Cambria Community Services District provides a number of services to Cambria residents including: Water, Wastewater, Fire and Safety, Street Lighting, Parks and Recreation, Transit, and Veterans' Memorial Administration. The CCSD is committed to conserving and protecting Cambria's air, water and other precious resources while providing superior services to its customers.

The Cambria Community Services District was initially formed in 1967 to provide sewer services to the community. In 1976, other small services districts in Cambria were consolidated under the CCSD. This facilitated the expansion of CCSD services to include water, wastewater, fire protection, lighting, refuse, transit, and parks, recreation, and open space. The CCSD is governed by a five-member board of directors elected by Cambria voters for four-year overlapping terms.

The Cambria Community Services District has demonstrated a clear and consistent commitment to protecting the town's natural resources including its desire to use clean energy.

### 2. Detailed Project Description

Grant funding for this project, will enable the District to expand Cambria's green infrastructure via installation of two electric vehicle (EV) charging stations at the following locations (see figures in Section 5):

- a. CCSD Veterans Memorial Building 1000 Main St, Cambria, CA, located on the corner of Main St and Cambria Drive.
- b. CCSD Public Lot 2161 Center St, Cambria, CA; this is a public parking lot and the charging station will be located next to our public restroom.

The location of the charging stations will be constructed close to existing line power infrastructure that serve CCSD properties. Exact locations will be subject to conditions encountered during construction.

The anticipated outcome of this project is a visible investment in sustainable tourism and transportation within the community of Cambria. The availability of public EV charging stations is a major draw for eco-aware tourists and may encourage residents to select alternate-fuel vehicles.

3. This project will be beneficial to visitors of our District in that it provides a needed service for visitors who drive electric plug-in vehicles. There are no charging stations within Cambria's Main Street retail and shops corridor in both East and West Village. Residents of Cambria and visitors alike will enjoy the reduced emissions and the

local economy will benefit from the business revenue that comes from these visitors.

4. The District is motivated and capable of carrying forth such projects to fruition. The community is environmentally conscious and would welcome these EV stations. The contractor that we propose to use is Turnkey Construction and Solar. District staff will provide other installation services. The cost of energy consumption at these locations will be offset by the pay-per-use fee structure.
5. See the following maps that show the proposed locations of the new electric vehicle charging stations. These locations are in the East and West Village area of Cambria where there are a concentration of retail shops and restaurants. Many tourists visit these areas with a higher concentration of vehicle traffic. These charging stations would encourage visitors with electric vehicles to visit and would reduce carbon emissions.

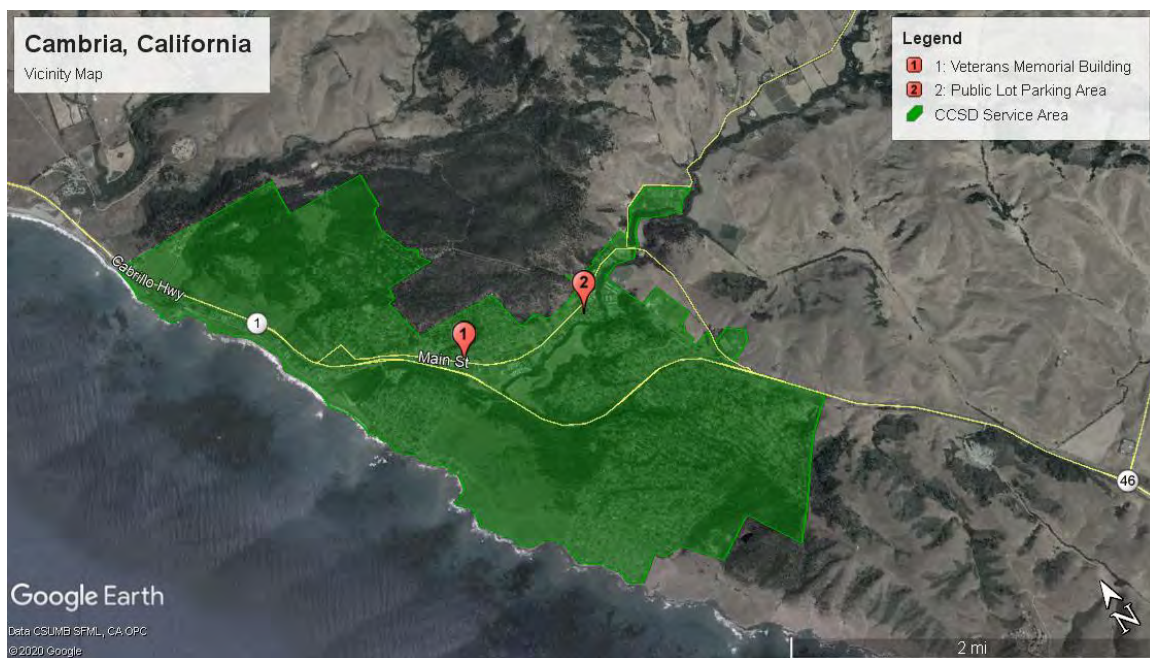


Figure 1 Vicinity Map and Project Location



Figure 2 - Site location 1 - Veterans Memorial Building

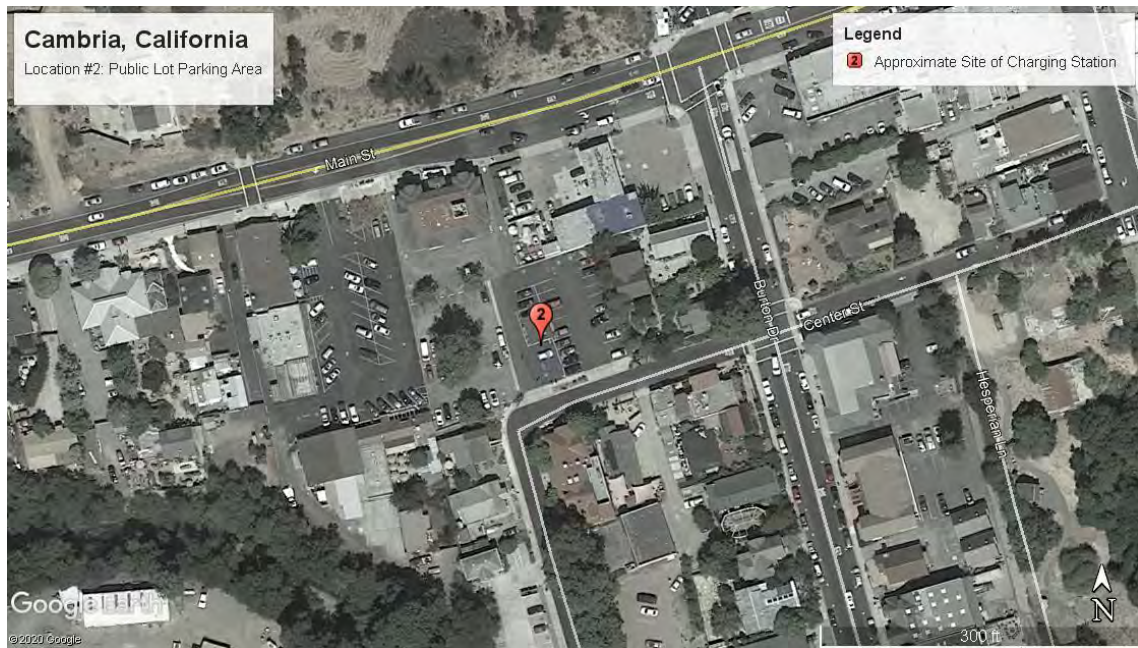


Figure 3 - Site Location 2 - Public Lot Parking Area

## Project Budget

The cost estimates from Turnkey Construction and Solar for the electric vehicle charging stations are attached.

The cost for the Veterans Memorial Building charging station is estimated at \$17,272 and the Public Lot charging station at \$15,081. The total estimated installation cost for the project is \$32,353. Other costs for permitting and facility remodels would be estimated at around \$10,000 which would be paid by the District. The District requests a grant of **\$35,000**.

## Attachments:

Cost Estimate – CCSD Veteran’s Memorial Building

Cost Estimate – CCSD Public Lot

Directory of Local Agencies – Cambria Community Services District

CCSD - Veteran's Hall  
1000 Main St, Cambria, CA 93428  
Jim Green  
805.550.3558



7257 N. Maple Suite 108  
559.321.8130  
CSLB Lic # 991046  
DIR#100040295  
Info@turnkeyfresno.com

## Proposal for 1 Dual Port Charge Point Charging Station

Qty	Product Number	Cost Each	Sub Total	Description
1	CT4023-GW1	\$ 5,364	\$ 5,364	Dual Output, Gateway Option USA, Wall Mount Unit - 208/240V @30A with Cord Management
0	CT4001-CCM	\$ -	\$ -	Bollard Concrete Mounting Kit with template
1	CT4000-PMGMT	\$ 179	\$ 179	CT4000 Power Management Kit. Allows both ports on a dual port station to share a single 40A circuit (Power Share
1	Freight	\$ 140	\$ 140	Freight from ChargePoint to Customer Site
1	Station Installation	\$ 450	\$ 450	Install Stations including final electrical connections to make ready for service
1	Station Activation	\$ 377	\$ 377	Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.
2	1st Year Network Charge	\$ 280	\$ 560	This plan includes Secure Network Connection, On-going Station Software updates, Station Inventory, 24x7 Driver Support, Host Support, Session Data and Analytics, Fleet Vehicle Management and Integration, Fleet Access Control, Valet Dashboard, Power Management (Circuit, Panel, Site Sharing), Scheduled Charging, Driver Access Control, Pricing and Automatic Funds Collection, Waitlist, Videos (on supported hardware). The price is per port.
1	Partner-Self Valid	\$ -	\$ -	Customer works directly with a self-validating Channel Partner where the Channel Partner will be performing all construction and station installation services. These services include on-site validation of electrical capacity, transformers, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes. A site is defined as a group of stations all connected to the same gateway station. Assure sold separately.
1	CT4000-ASSURE1	\$ 740	\$ 740	Parts and On-Site Labor to repair or replace any manufacturing defect. Includes remote monitoring of station and proactive repair dispatch. 98% Guaranteed Uptime ChargePoint's "Assure Program" is sold per station versus per port
1	Admin	\$ 1,391	\$ 1,391	Comprehensive site evaluation of all items, submittal of rebate paperwork,
1	Electrical	\$ 4,759	\$ 4,759	Any required electrical work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	Asphalt & Concrete	\$ -	\$ -	Any required asphalt work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	Underground Boring	\$ -	\$ -	Any required boring work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	ADA Upgrades	\$ -	\$ -	Any required ADA work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
1	EV Signage/Striping	\$ 714	\$ 714	Any required signage/striping to meet jurisdiction requirements <b>(Estimate Only, Need Approved Plans)</b>
1	Electrical Design & Engineering Plan set	\$ 1,239	\$ 1,239	Electrical plan set and electrical engineering for load calculations
1	Estimated Permit Cost	\$ 1,359	\$ 1,359	Permit Fees for jurisdiction (Traffic AHJ, Planning AHJ, Building AHJ, Permit AHJ)
<b>Project Total</b>		<b>\$ 17,272</b>	<b>\$ 17,272</b>	<b>This represents the total amount the customer must pay per contract to Turn Key for the Project</b>

### Annual Recurring Costs

2	Annual Network costs after year 1	\$ 280	\$ 560
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### Payment Schedule for Contract

Payment 1	\$ 2,598	Billed at execution of contract Drawings/Engineering/Permit
Payment 2	\$ 7,360	Billed 4 Weeks prior to install for Equipment special order
Payment 3	\$ 7,314	Billed upon completion of construction
<b>Total Payments</b>	<b>\$ 17,272</b>	

**\*Rebates must be applied for prior to issuing work order, if project does not qualify for proposed rebate client may choose to terminate agreement at no charge to client. Once rebates are approved construction contract will be issued.**

**\*\*Please sign and date below as a letter of intent to move forward assuming rebates can be applied to the project**

Signature \_\_\_\_\_

Date \_\_\_\_\_

CCSD - Public Lot  
2161 Center St, Cambria, CA 93428  
Jim Green  
805.550.3558



7257 N. Maple Suite 108  
559.321.8130  
CSLB Lic # 991046  
DIR#100040295  
Info@turnkeyfresno.com

## Proposal for 1 Dual Port Charge Point Charging Station

Qty	Product Number	Cost Each	Sub Total	Description
1	CT4023-GW1	\$ 5,364	\$ 5,364	Dual Output, Gateway Option USA, Wall Unit - 208/240V @30A with Cord Management
0	CT4001-CCM	\$ -	\$ -	Bollard Concrete Mounting Kit with template
0	CT4000-PMGMT	\$ -	\$ -	CT4000 Power Management Kit. Allows both ports on a dual port station to share a single 40A circuit (Power Share
1	Freight	\$ 140	\$ 140	Freight from ChargePoint to Customer Site
1	Station Installation	\$ 450	\$ 450	Install Stations including final electrical connections to make ready for service
1	Station Activation	\$ 349	\$ 349	Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.
2	1st Year Network Charge	\$ 280	\$ 560	This plan includes Secure Network Connection, On-going Station Software updates, Station Inventory, 24x7 Driver Support, Host Support, Session Data and Analytics, Fleet Vehicle Management and Integration, Fleet Access Control, Valet Dashboard, Power Management (Circuit, Panel, Site Sharing), Scheduled Charging, Driver Access Control, Pricing and Automatic Funds Collection, Waitlist, Videos (on supported hardware). The price is per port.
1	Partner-Self Valid	\$ -	\$ -	Customer works directly with a self-validating Channel Partner where the Channel Partner will be performing all construction and station installation services. These services include on-site validation of electrical capacity, transformers, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes. A site is defined as a group of stations all connected to the same gateway station. Assure sold separately.
1	CT4000-ASSURE1	\$ 740	\$ 740	Parts and On-Site Labor to repair or replace any manufacturing defect. Includes remote monitoring of station and proactive repair dispatch. 98% Guaranteed Uptime ChargePoint's "Assure Program" is sold per station versus per port
1	Admin	\$ 1,391	\$ 1,391	Comprehensive site evaluation of all items, submittal of rebate paperwork,
1	Electrical	\$ 2,775	\$ 2,775	Any required electrical work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	Asphalt & Concrete	\$ -	\$ -	Any required asphalt work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	Underground Boring	\$ -	\$ -	Any required boring work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	ADA Upgrades	\$ -	\$ -	Any required ADA work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
1	EV Signage/Striping	\$ 714	\$ 714	Any required signage/striping to meet jurisdiction requirements <b>(Estimate Only, Need Approved Plans)</b>
1	Electrical Design & Engineering Plan set	\$ 1,239	\$ 1,239	Electrical plan set and electrical engineering for load calculations
1	Estimated Permit Cost	\$ 1,359	\$ 1,359	Permit Fees for jurisdiction (Traffic AHJ, Planning AHJ, Building AHJ, Permit AHJ)
<b>Project Total</b>		<b>\$ 15,081</b>	<b>\$ 15,081</b>	<b>This represents the total amount the customer must pay per contract to Turn Key for the Project</b>

### Annual Reoccurring Costs

2	Annual Network costs after year 1	\$ 280	\$ 560
---	-----------------------------------	--------	--------

### Payment Schedule for Contract

Payment 1	\$ 2,598	Billed at execution of contract Drawings/Engineering/Permit
Payment 2	\$ 7,153	Billed 4 Weeks prior to install for Equipment special order
Payment 3	\$ 5,330	Billed upon completion of construction
<b>Total Payments</b>	<b>\$ 15,081</b>	

\*Rebates must be applied for prior to issuing work order, if project does not qualify for proposed rebate client may choose to terminate agreement at no charge to client. Once rebates are approved construction contract will be issued.

\*\*Please sign and date below as a letter of intent to move forward assuming rebates can be applied to the project

Signature \_\_\_\_\_

Date \_\_\_\_\_

## CAMBRIA COMMUNITY SERVICES DISTRICT

<b>Mail:</b>	<b>P.O. Box 65</b>
<b>Address:</b>	<b>1316 Tamsen Street, Suite 201 Cambria, CA 93428</b>
<b>Telephone:</b>	<b>805-927-6223</b>
<b>Fax:</b>	<b>805-927-5584</b>
<b>Website:</b>	<b>www.cambriacsd.org</b>
<b>General Manager:</b>	<b>John Weigold</b>
<b>Board of Directors' Meeting:</b>	<b>Alternating Thursdays of the month at 12:30 p.m. in the Cambria Veterans' Hall, 1000 Main Street, Cambria</b>
<b>Active Powers:</b>	<b>Water, sewer, solid waste, fire protection, street lighting, parks &amp; recreation, transit, and Veterans' Memorial Administration</b>
<b>Acreage:</b>	<b>2,928</b>
<b>Population Served:</b>	<b>Approximately 6,521</b>
<b>Date of Formation:</b>	<b>November 2, 1976</b>

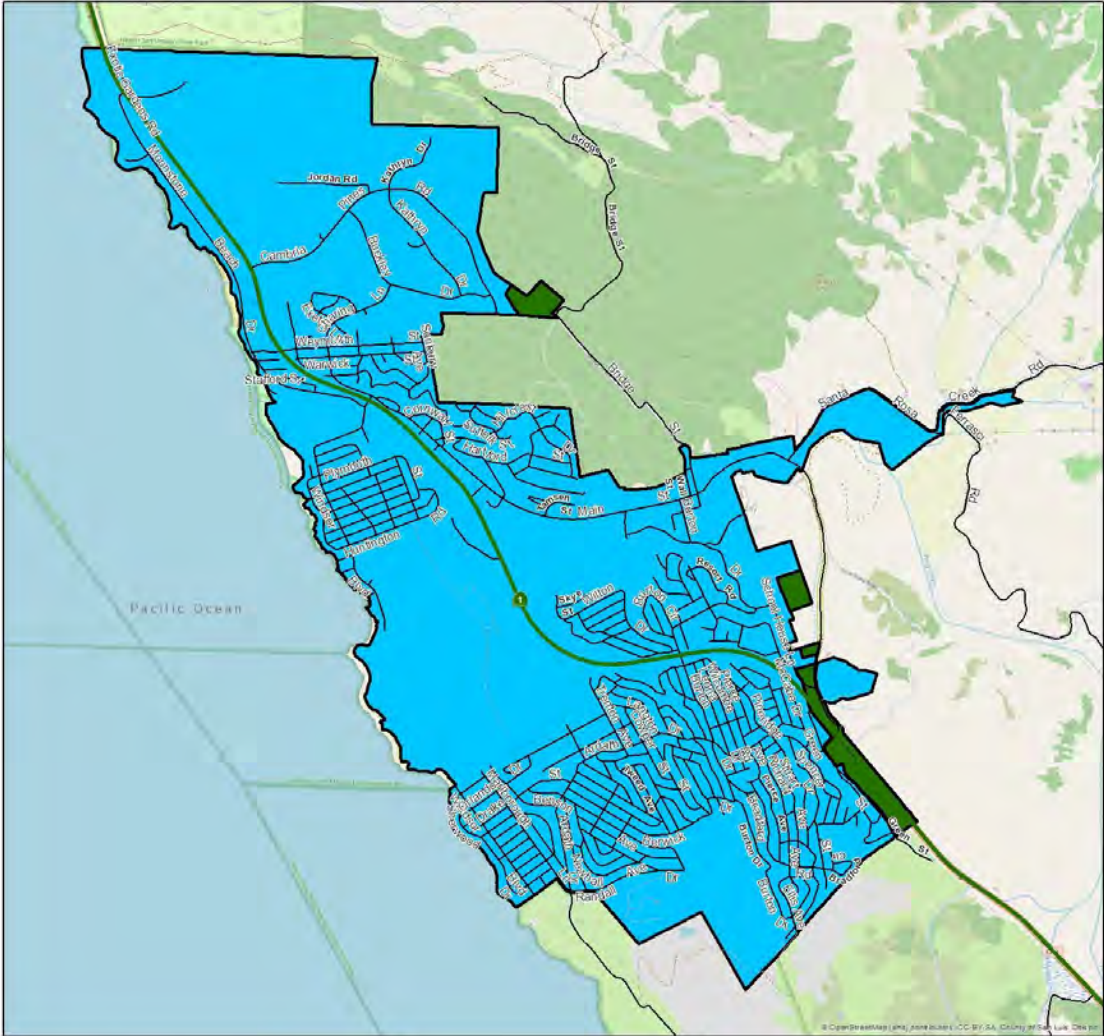
### \*Cambria CSD Water & Sewer Rates

WATER		SEWER (BASED ON WATER USE)	
Meter Size-Category	Bi-Monthly Fee Water Use Per Unit	Sewer Category	Bi-Monthly Fee Sewer Use Per Unit
Residential ¾ inch	\$34.90 base rate 1-4 units = \$8.89/unit 5-16 units = \$11.63/unit 16+ units = \$12.97/unit	Residential	\$82.20 base rate \$4.75/unit
Commercial ¾ inch	\$34.90 base rate \$11.63/unit	Commercial	\$82.20 base rate Class 1 = \$4.16/unit Class 2 = \$4.75/unit Class 3 = \$7.31/unit

1 unit = 1 ccf (100 cubic feet) = 748 gallons.

Please call the District for specific charges and fees regarding other size connections.

**Cambria Community Services District  
Service Area & Sphere of Influence  
Adopted: August 2014**



**Legend**

-  Major Roads
-  Service Area
-  Sphere of Influence



Prepared By: SLO LAFCO  
Name: Cambria\_SOI Endy  
Date: 12/13/2019







## Alt Fuel and Electric Vehicle Infrastructure

### 2019 Community Air Protection Program Application Checklist

Applicant Information	Dealer Information
Company name: Cambria Community Services District	Dealership company: Chargepoint
Contact name: John F. Weigold IV	Dealer rep: Robb Lichtman
Phone: 805-927-6230	Phone: 669-271-4476
Fax: 805-927-5584	Fax:
E-mail: jweigold@cambriacsd.org	E-mail: robb.lichtman@chargepoint.com
<i>Option: Attach business card</i>	<i>Option: Attach business card</i>

✓	<b>Application Requirements for November 30, 2019 Deadline</b>
<input type="checkbox"/>	<b>Completed Application:</b> Complete and submit part A, B, and C of the Application Form.
<input type="checkbox"/>	<p><b>Price Quotes and Spec Sheet:</b> For the equipment and installation, material and labor quotes must be provided by the equipment manufacturer, manufacturer-approved dealer, or an approved contractor or installation professional.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Itemized quote of the parts, tax, shipping costs and labor to complete the project.</li> <li><input type="checkbox"/> All parts and equipment must be new. Remanufactured or refurbished equipment and parts are not eligible.</li> <li><input type="checkbox"/> Provide manufacturer's specification sheets for the new equipment.</li> <li><input type="checkbox"/> Alt fuel dispensing equipment must have at least a 3-year warranty; EV chargers must have at least a 1-year warranty. This is information must be stated on the quote.</li> </ul>

	<b>Additional Application Requirements If Your Project Is Selected for Funding</b>
<input type="checkbox"/>	<p><b>Competitive Bids Required for Certain Projects:</b> If your infrastructure project will be open and available for public use the vendor must be solicited and selected through a competitive bidding process.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Applicant will develop impartial bidding specifications and objective supplier selection criteria with a reasonable deadline to bid and share this information with potential suppliers and APCD.</li> <li><input type="checkbox"/> Applicant must submit copies of all eligible suppliers' bids to APCD, with a statement of reason for the bid selected.</li> </ul>



<input checked="" type="checkbox"/>	<b>Signature Delegation Letter:</b> If the owner, partner or corporate officer will not be signing the contract, then they must provide a letter naming and authorizing another individual to sign grant documents on behalf of the business. General partnerships please provide a letter of authorization for the signing partner, signed by the non-signing partner(s).
<input checked="" type="checkbox"/>	<b>Applicant's Business Structure:</b> Provide one of the following, depending on the structure of your business: <ul style="list-style-type: none"> <li>Articles of Incorporation and specific documentation identifying the officers for the corporation</li> <li>Partnership agreement</li> <li>Sole proprietors provide a signed W9 form and a copy of a photo ID.</li> <li>Other business structure documentation not listed above</li> </ul>
<input checked="" type="checkbox"/>	<b>Aerial Map:</b> Please provide a description of the geographic location, including specific street address and an aerial map (satellite view from internet) indicating the exact project location.
<input checked="" type="checkbox"/>	<b>W-9 Form:</b> Complete and submit IRS form W-9, available from the IRS web site: <a href="http://www.irs.gov/pub/irs-pdf/fw9.pdf">www.irs.gov/pub/irs-pdf/fw9.pdf</a> . APCD will issue form 1099 as required by law.
<input checked="" type="checkbox"/>	<b>Evidence of Leasehold or Property Ownership:</b> Please provide evidence of ownership of the land on which the project will be located, or if owned by others, provide an executed lease agreement or letters of commitment lasting for the duration of the project life, signed by the property owners or authorized representatives.
<input checked="" type="checkbox"/>	<b>Certificates of Insurance:</b> Provide current certificates of insurance with your application as evidence of coverage for General Liability and Workers' Compensation*. * <i>If the Applicant is exempt from the requirement of maintaining workers' compensation insurance, provide evidence of such exemption.</i>
<input checked="" type="checkbox"/>	<b>Applications completed by someone other than Applicant:</b> If compensated for completing the application on the owner's/company's behalf, then attach details on the source of payment and the amount paid.
<input checked="" type="checkbox"/>	<b>Certificates of Insurance:</b> Funded projects will be required to provide certificates of insurance endorsing the APCD as additionally insured for this project for General Liability and Property Insurance that covers the replacement cost of the new equipment. When these policies, as well as your Workers' Compensation policy are renewed or changed, updated certificates must be submitted to the APCD until the Grant Agreement expires.
<input checked="" type="checkbox"/>	<b>UCC-1 Financing Statement:</b> To protect its financial interest, APCD will perfect its lien against the funded equipment through a UCC-1 financing statement filed with the Secretary of State of California, for the duration of the term of the grant agreement.
<input checked="" type="checkbox"/>	<b>Building Permits:</b> Before work commences on the project, the applicant must obtain all required land use permits from agencies needed to install and operate the installation. The installation must comply with all applicable rules and regulations, including the Americans with Disabilities Act. A copy of the finalized building permit must be provided to APCD before the grant project is paid.
<input checked="" type="checkbox"/>	<b>Availability of Utilities:</b> If requested by the APCD, the applicant must be able to provide documentation that power or fuel is being provided to the site (e.g. application, payment to the local utility company for power installation, or contract). Applicants are encouraged to contact the utility company as early as possible in the planning process.





## Alt Fuel and Electric Vehicle Infrastructure 2019 Community Air Protection Program Application Form

Please fill out one application for each location. Please print clearly or type all information on this application.

### A. APPLICANT INFORMATION

1. Company or organization name: Cambria Community Services District			
2. Business type: Public Agency			
3. Contact name and title: John F. Weigold IV, General Manager			
4. Person who filled out funding application: Ray Dienzo, District Engineer			
5. Person with contract signing authority (if different from above): Both 3 & 4 have signing authority			
6. Business mailing address and contact information: PO Box 65			
Street:			
City: Cambria	County: San Luis Obispo	State: CA	Zip code: 93428
Phone for project contact: ( ) 805-927-6230		Fax: ( ) 805-927-5584	
Cell: ( ) 203-912-5652		E-mail*: jweigold@cambriacsd.org	
7. Project address (if different from above) (publicly accessible stations please provide aerial map): CCSD Veterans Memorial Building 1000 Main St, Cambria, CA, located on the corner of Main St and Cambria Drive.			

\*Please note: Failure to provide a valid e-mail address may delay time-sensitive correspondence.

### Third Party Certification

N/A

I have completed the application, in whole or in part, on behalf of the applicant.

Print name of third party:	Title:
Signature of third party:	Date:
Amount paid to third party:	Source of funding to third party:



Air Pollution Control District  
San Luis Obispo County

805-781-5912  
3433 Roberto Court  
San Luis Obispo, CA 93401

Alt Fuel & EV Infrastructure  
Checklist & Application  
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**B. PROJECT INFORMATION***Veteran's Memorial Building*

<p>1. Project type:</p> <p><input checked="" type="checkbox"/> EV Charging</p> <p><input type="checkbox"/> Alt Fuel Station: Type of fuel: _____</p> <p><input type="checkbox"/> Shore Power</p> <p><input type="checkbox"/> Other: _____</p>
<p>2. Will the project be accessible to the public?</p> <p><input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If no, will the project service a public or private fleet?</p> <p><input type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If yes, vocation of fleet: _____ Number of vehicles in fleet: _____</p> <p>If no, please explain who will be using the installation: _____</p> <p>_____</p>
<p>3. Will the project be located in a low-income community or serve low-income residents? Click this <a href="#">link</a> to view a map of SLO County's low-income areas.</p> <p><input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No</p>
<p>4. Please estimate annual usage for the project (# of vehicles, kWh, SCF, GGE or other):</p> <p><u>4000 vehicles</u></p>
<p>5. Public Funding Disclosure: Will the applicant apply for any other grants or public financial assistance for this project?</p> <p><input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If yes, please provide:</p> <p>Source of funds: <u>County of SLO Beautification Infrastructure Grant</u> Expected amount: \$ <u>17,272</u></p>
<p>6. Please describe project. For alt fuel, include type of fuel and number of dispensers to be installed; for EV charging include number and type of charging ports to be installed. Please include a site plan or other design drawings which clearly indicate the location of the new installation on the property. Use additional sheets, if necessary.</p> <p><b>One EV charging station located in village center next to Veteran's Memorial Building</b>  <b>See attached site map and specs.</b></p>



### C. APPLICANT'S STATEMENT – To be signed by company representative with contract signing authority

- ❖ I hereby make an application to the San Luis Obispo County Air Pollution Control District (APCD) for emission reduction incentive funding and I understand and agree to the following:
  - In order to receive incentive funds, I must enter into a Grant Agreement (contract) with the APCD and there will be conditions placed upon receiving the grant award. I agree to refund the grant award, or a portion thereof as specified in the Grant Agreement, if it is found that at any time I do not meet those conditions and if directed to do so by the APCD or the California Air Resources Board (ARB).
  - I will not place orders, make purchases or begin any work associated with this project until notified by the APCD that all parties have signed the project's Grant Agreement and it is effective.
  - All information provided with this application will be used by the APCD and/or ARB to evaluate the eligibility of this application to receive incentive funds. APCD/ARB will at its sole discretion determine which program funds, if any, will be used for this project. APCD/ARB staff reserves the right to request additional information of the applicant and can deny the application if such requested information is not provided. APCD will contact applicants who submit incomplete or illegible applications and work with them to complete the application. If the applicant does not respond within 30 days, the application will be suspended; in such cases, the applicant can petition the APCD to re-initiate the application if they supply the previously identified missing information. The APCD may require the applicant to provide updated information.
  - To expedite application processing, APCD's preferred method of communication is through electronic mail. Failure by applicant to provide a valid e-mail address may delay time-sensitive correspondence.
  - Grant programs have limited funds and will terminate upon depletion of program funding. The APCD will honor projects that have been contracted but is under no obligation to honor applications prior to contracting.
  - The APCD will issue IRS form 1099 to grant recipients as required by law. It is the grant recipient's responsibility to determine their tax liability associated with their participation in the grant program.
- ❖ I have reviewed the information contained in this application and all attachments. I certify under penalty of perjury that the information contained in this application, including all attachments and the following statements, is complete, accurate and correct:
  - If the proposed project has been or may be considered for funding by any air district, the ARB, or any other public agency, then I have disclosed the specifics to the APCD.
  - The applicant entity is in compliance and will remain in compliance with all applicable federal, state, and local laws, air quality rules and regulations, and the applicant entity does not have any outstanding/unresolved/unpaid Notices of Violation (NOV) or citations for violations of any federal, state or local air quality regulation.
  - I have the legal authority to apply for incentive funding for the entity described in this application.
- ❖ I agree to the above statements by signing below.

Printed name of company representative with contract signing authority: Raymond Dienzo	Title: <i>District Engineer</i>
Signature: <i>Raymond Dienzo</i>	Date: <i>5/5/2020</i>

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Air Pollution Control District  
San Luis Obispo County

805-781-5912  
3433 Roberto Court  
San Luis Obispo, CA 93401

Alt Fuel & EV Infrastructure  
Checklist & Application  
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**B. PROJECT INFORMATION***Public Lot*

<p>1. Project type:</p> <p><input checked="" type="checkbox"/> EV Charging</p> <p><input type="checkbox"/> Alt Fuel Station: Type of fuel: _____</p> <p><input type="checkbox"/> Shore Power</p> <p><input type="checkbox"/> Other: _____</p>
<p>2. Will the project be accessible to the public?</p> <p><input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If no, will the project service a public or private fleet?</p> <p><input type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If yes, vocation of fleet: _____ Number of vehicles in fleet: _____</p> <p>If no, please explain who will be using the installation: _____</p> <p>_____</p>
<p>3. Will the project be located in a low-income community or serve low-income residents? Click this <a href="#">link</a> to view a map of SLO County's low-income areas.</p> <p><input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No</p>
<p>4. Please estimate annual usage for the project (# of vehicles, kWh, SCF, GGE or other):</p> <p><u>4000 vehicles</u></p>
<p>5. Public Funding Disclosure: Will the applicant apply for any other grants or public financial assistance for this project?</p> <p><input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If yes, please provide:</p> <p>Source of funds: <u>County of SLO Beautification Infrastructure Grant</u> Expected amount: \$ <u>15,081</u></p>
<p>6. Please describe project. For alt fuel, include type of fuel and number of dispensers to be installed; for EV charging include number and type of charging ports to be installed. Please include a site plan or other design drawings which clearly indicate the location of the new installation on the property. Use additional sheets, if necessary.</p> <p><u>One EV charging station located in village center next to Public parking lot and public restroom</u></p> <p><u>See attached site map and specs.</u></p>



**C. APPLICANT'S STATEMENT - To be signed by company representative with contract signing authority**

❖ I hereby make an application to the San Luis Obispo County Air Pollution Control District (APCD) for emission reduction incentive funding and I understand and agree to the following:

- In order to receive incentive funds, I must enter into a Grant Agreement (contract) with the APCD and there will be conditions placed upon receiving the grant award. I agree to refund the grant award, or a portion thereof as specified in the Grant Agreement, if it is found that at any time I do not meet those conditions and if directed to do so by the APCD or the California Air Resources Board (ARB).
- I will not place orders, make purchases or begin any work associated with this project until notified by the APCD that all parties have signed the project's Grant Agreement and it is effective.
- All information provided with this application will be used by the APCD and/or ARB to evaluate the eligibility of this application to receive incentive funds. APCD/ARB will at its sole discretion determine which program funds, if any, will be used for this project. APCD/ARB staff reserves the right to request additional information of the applicant and can deny the application if such requested information is not provided. APCD will contact applicants who submit incomplete or illegible applications and work with them to complete the application. If the applicant does not respond within 30 days, the application will be suspended; in such cases, the applicant can petition the APCD to re-initiate the application if they supply the previously identified missing information. The APCD may require the applicant to provide updated information.
- To expedite application processing, APCD's preferred method of communication is through electronic mail. Failure by applicant to provide a valid e-mail address may delay time-sensitive correspondence.
- Grant programs have limited funds and will terminate upon depletion of program funding. The APCD will honor projects that have been contracted but is under no obligation to honor applications prior to contracting.
- The APCD will issue IRS form 1099 to grant recipients as required by law. It is the grant recipient's responsibility to determine their tax liability associated with their participation in the grant program.

❖ I have reviewed the information contained in this application and all attachments. I certify under penalty of perjury that the information contained in this application, including all attachments and the following statements, is complete, accurate and correct:

- If the proposed project has been or may be considered for funding by any air district, the ARB, or any other public agency, then I have disclosed the specifics to the APCD.
- The applicant entity is in compliance and will remain in compliance with all applicable federal, state, and local laws, air quality rules and regulations, and the applicant entity does not have any outstanding/unresolved/unpaid Notices of Violation (NOV) or citations for violations of any federal, state or local air quality regulation.
- I have the legal authority to apply for incentive funding for the entity described in this application.

❖ I agree to the above statements by signing below.

Printed name of company representative with contract signing authority: Raymond Dienzo	Title: <i>District Engineer</i>
Signature: <i>Raymond Dienzo</i>	Date: <i>5/5/2020</i>

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## Cambria Community Services District – APCD Alt Fuel and Electric Vehicle Infrastructure

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### Project:

Green Infrastructure Improvements: Installation of two Electric Vehicle Charging Stations

### Agency Name:

Cambria Community Services District (District)

### Project Contact:

Ray Dienzo, Utilities Manager/District Engineer  
Cambria Community Services District  
Phone: (805) 927-6119 Fax:(805) 927-5584  
Email: rdienzo@cambriacsd.org

### Agency Address:

Physical - 1316 Tamsen Street, Suite 201, Cambria, CA 93428  
Mailing - PO Box 65, Cambria, CA 93428

### Brief Project Description:

The project expands Cambria's green infrastructure through installation of Electric Vehicle Charging units at two key locations within the downtown core – at the Veterans Hall, and at a public parking lot. These stations will fulfill a two-fold benefit of encouraging sustainable transportation and access to environmental and cultural activities.



## Project Information

### 1. Organization and its Mission

As an independent special district within the County of SLO, the Cambria Community Services District provides a number of services to Cambria residents including: Water, Wastewater, Fire and Safety, Street Lighting, Parks and Recreation, Transit, and Veterans' Memorial Administration. The CCSD is committed to conserving and protecting Cambria's air, water and other precious resources while providing superior services to its customers.

The Cambria Community Services District was initially formed in 1967 to provide sewer services to the community. In 1976, other small services districts in Cambria were consolidated under the CCSD. This facilitated the expansion of CCSD services to include water, wastewater, fire protection, lighting, refuse, transit, and parks, recreation, and open space. The CCSD is governed by a five-member board of directors elected by Cambria voters for four-year overlapping terms.

The Cambria Community Services District has demonstrated a clear and consistent commitment to protecting the town's natural resources including its desire to use clean energy.

### 2. Detailed Project Description

Grant funding for this project, will enable the District to expand Cambria's green infrastructure via installation of two electric vehicle (EV) charging stations at the following locations (see figures in Section 5):

- a. CCSD Veterans Memorial Building 1000 Main St, Cambria, CA, located on the corner of Main St and Cambria Drive.
- b. CCSD Public Lot 2161 Center St, Cambria, CA; this is a public parking lot and the charging station will be located next to our public restroom.

The location of the charging stations will be constructed close to existing line power infrastructure that serve CCSD properties. Exact locations will be subject to conditions encountered during construction.

The anticipated outcome of this project is a visible investment in sustainable tourism and transportation within the community of Cambria. The availability of public EV charging stations is a major draw for eco-aware tourists and may encourage residents to select alternate-fuel vehicles.

3. This project will be beneficial to visitors of our District in that it provides a needed service for visitors who drive electric plug-in vehicles. There are no charging stations within Cambria's Main Street retail and shops corridor in both East and West Village. Residents of Cambria and visitors alike will enjoy the reduced emissions and the

local economy will benefit from the business revenue that comes from these visitors.

4. The District is motivated and capable of carrying forth such projects to fruition. The community is environmentally conscious and would welcome these EV stations. The contractor that we propose to use is Turnkey Construction and Solar. District staff will provide other installation services. The cost of energy consumption at these locations will be offset by the pay-per-use fee structure.
5. See the following maps that show the proposed locations of the new electric vehicle charging stations. These locations are in the East and West Village area of Cambria where there are a concentration of retail shops and restaurants. Many tourists visit these areas with a higher concentration of vehicle traffic. These charging stations would encourage visitors with electric vehicles to visit and would reduce carbon emissions.

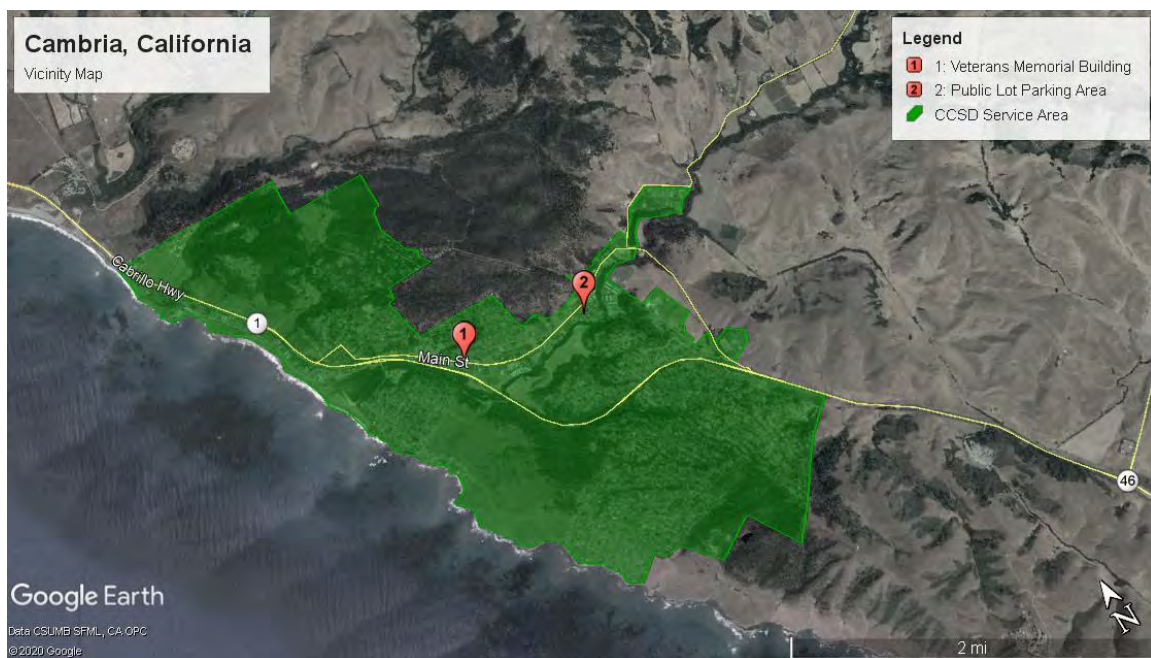


Figure 1 Vicinity Map and Project Location



Figure 2 - Site location 1 - Veterans Memorial Building

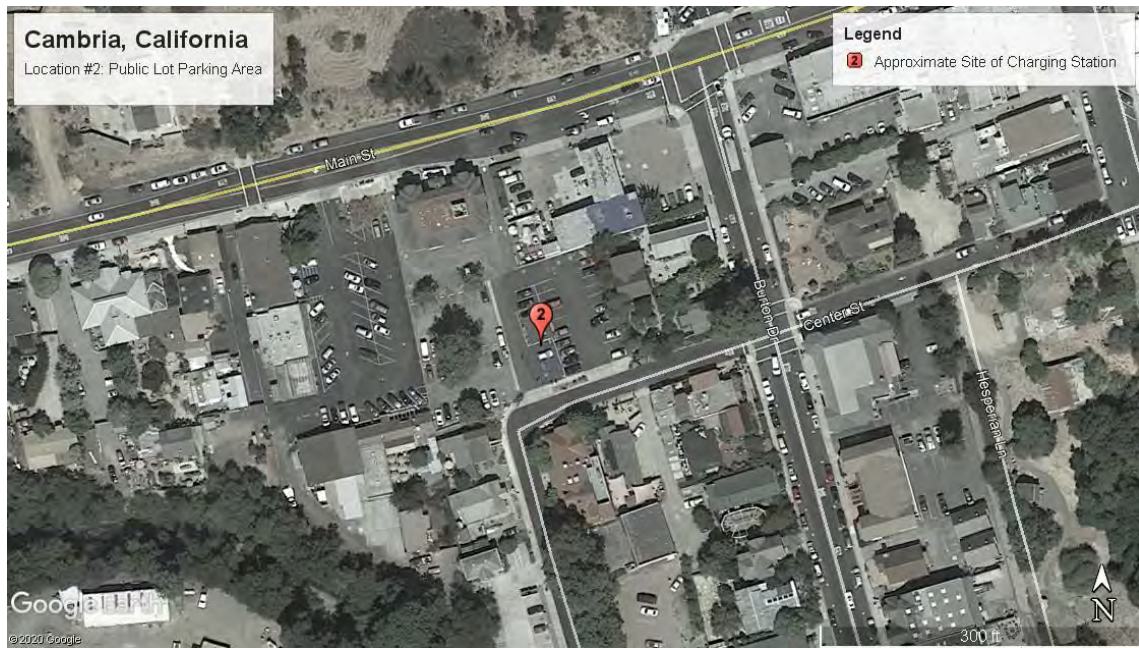


Figure 3 - Site Location 2 - Public Lot Parking Area

### Project Budget

The cost estimates from Turnkey Construction and Solar for the electric vehicle charging stations are attached.

The cost for the Veterans Memorial Building charging station is estimated at \$17,272 and the Public Lot charging station at \$15,081. The total estimated installation cost for the project is \$32,353. Other costs for permitting and facility remodels would be estimated at around \$10,000 which would be paid by the District. The District requests a grant of **\$35,000**.

### Attachments:

Cost Estimate from Chargepoint – CCSD Veteran’s Memorial Building

Cost Estimate from Chargepoint– CCSD Public Lot

CCSD - Veteran's Hall  
1000 Main St, Cambria, CA 93428  
Jim Green  
805.550.3558



7257 N. Maple Suite 108  
559.321.8130  
CSLB Lic # 991046  
DIR#100040295  
Info@turnkeyfresno.com

## Proposal for 1 Dual Port Charge Point Charging Station

Qty	Product Number	Cost Each	Sub Total	Description
1	CT4023-GW1	\$ 5,364	\$ 5,364	Dual Output, Gateway Option USA, Wall Mount Unit - 208/240V @30A with Cord Management
0	CT4001-CCM	\$ -	\$ -	Bollard Concrete Mounting Kit with template
1	CT4000-PMGMT	\$ 179	\$ 179	CT4000 Power Management Kit. Allows both ports on a dual port station to share a single 40A circuit (Power Share
1	Freight	\$ 140	\$ 140	Freight from ChargePoint to Customer Site
1	Station Installation	\$ 450	\$ 450	Install Stations including final electrical connections to make ready for service
1	Station Activation	\$ 377	\$ 377	Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.
2	1st Year Network Charge	\$ 280	\$ 560	This plan includes Secure Network Connection, On-going Station Software updates, Station Inventory, 24x7 Driver Support, Host Support, Session Data and Analytics, Fleet Vehicle Management and Integration, Fleet Access Control, Valet Dashboard, Power Management (Circuit, Panel, Site Sharing), Scheduled Charging, Driver Access Control, Pricing and Automatic Funds Collection, Waitlist, Videos (on supported hardware). The price is per port.
1	Partner-Self Valid	\$ -	\$ -	Customer works directly with a self-validating Channel Partner where the Channel Partner will be performing all construction and station installation services. These services include on-site validation of electrical capacity, transformers, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes. A site is defined as a group of stations all connected to the same gateway station. Assure sold separately.
1	CT4000-ASSURE1	\$ 740	\$ 740	Parts and On-Site Labor to repair or replace any manufacturing defect. Includes remote monitoring of station and proactive repair dispatch. 98% Guaranteed Uptime ChargePoint's "Assure Program" is sold per station versus per port
1	Admin	\$ 1,391	\$ 1,391	Comprehensive site evaluation of all items, submittal of rebate paperwork,
1	Electrical	\$ 4,759	\$ 4,759	Any required electrical work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	Asphalt & Concrete	\$ -	\$ -	Any required asphalt work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	Underground Boring	\$ -	\$ -	Any required boring work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	ADA Upgrades	\$ -	\$ -	Any required ADA work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
1	EV Signage/Striping	\$ 714	\$ 714	Any required signage/striping to meet jurisdiction requirements <b>(Estimate Only, Need Approved Plans)</b>
1	Electrical Design & Engineering Plan set	\$ 1,239	\$ 1,239	Electrical plan set and electrical engineering for load calculations
1	Estimated Permit Cost	\$ 1,359	\$ 1,359	Permit Fees for jurisdiction (Traffic AHJ, Planning AHJ, Building AHJ, Permit AHJ)
<b>Project Total</b>		<b>\$ 17,272</b>	<b>\$ 17,272</b>	<b>This represents the total amount the customer must pay per contract to Turn Key for the Project</b>

### Annual Recurring Costs

2	Annual Network costs after year 1	\$ 280	\$ 560
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### Payment Schedule for Contract

Payment 1	\$ 2,598	Billed at execution of contract Drawings/Engineering/Permit
Payment 2	\$ 7,360	Billed 4 Weeks prior to install for Equipment special order
Payment 3	\$ 7,314	Billed upon completion of construction
<b>Total Payments</b>	<b>\$ 17,272</b>	

**\*Rebates must be applied for prior to issuing work order, if project does not qualify for proposed rebate client may choose to terminate agreement at no charge to client. Once rebates are approved construction contract will be issued.**

**\*\*Please sign and date below as a letter of intent to move forward assuming rebates can be applied to the project**

Signature \_\_\_\_\_

Date \_\_\_\_\_

CCSD - Public Lot  
2161 Center St, Cambria, CA 93428  
Jim Green  
805.550.3558



7257 N. Maple Suite 108  
559.321.8130  
CSLB Lic # 991046  
DIR#100040295  
Info@turnkeyfresno.com

## Proposal for 1 Dual Port Charge Point Charging Station

Qty	Product Number	Cost Each	Sub Total	Description
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0	CT4000-PMGMT	\$ -	\$ -	CT4000 Power Management Kit. Allows both ports on a dual port station to share a single 40A circuit (Power Share
1	Freight	\$ 140	\$ 140	Freight from ChargePoint to Customer Site
1	Station Installation	\$ 450	\$ 450	Install Stations including final electrical connections to make ready for service
1	Station Activation	\$ 349	\$ 349	Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.
2	1st Year Network Charge	\$ 280	\$ 560	This plan includes Secure Network Connection, On-going Station Software updates, Station Inventory, 24x7 Driver Support, Host Support, Session Data and Analytics, Fleet Vehicle Management and Integration, Fleet Access Control, Valet Dashboard, Power Management (Circuit, Panel, Site Sharing), Scheduled Charging, Driver Access Control, Pricing and Automatic Funds Collection, Waitlist, Videos (on supported hardware). The price is per port.
1	Partner-Self Valid	\$ -	\$ -	Customer works directly with a self-validating Channel Partner where the Channel Partner will be performing all construction and station installation services. These services include on-site validation of electrical capacity, transformers, panels, breakers, wiring, cellular coverage and that the station installation meets all ChargePoint published requirements and local codes. A site is defined as a group of stations all connected to the same gateway station. Assure sold separately.
1	CT4000-ASSURE1	\$ 740	\$ 740	Parts and On-Site Labor to repair or replace any manufacturing defect. Includes remote monitoring of station and proactive repair dispatch. 98% Guaranteed Uptime ChargePoint's "Assure Program" is sold per station versus per port
1	Admin	\$ 1,391	\$ 1,391	Comprehensive site evaluation of all items, submittal of rebate paperwork,
1	Electrical	\$ 2,775	\$ 2,775	Any required electrical work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	Asphalt & Concrete	\$ -	\$ -	Any required asphalt work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	Underground Boring	\$ -	\$ -	Any required boring work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
0	ADA Upgrades	\$ -	\$ -	Any required ADA work related to the charging stations <b>(Estimate Only, Need Approved Plans)</b>
1	EV Signage/Striping	\$ 714	\$ 714	Any required signage/striping to meet jurisdiction requirements <b>(Estimate Only, Need Approved Plans)</b>
1	Electrical Design & Engineering Plan set	\$ 1,239	\$ 1,239	Electrical plan set and electrical engineering for load calculations
1	Estimated Permit Cost	\$ 1,359	\$ 1,359	Permit Fees for jurisdiction (Traffic AHJ, Planning AHJ, Building AHJ, Permit AHJ)
<b>Project Total</b>		<b>\$ 15,081</b>	<b>\$ 15,081</b>	<b>This represents the total amount the customer must pay per contract to Turn Key for the Project</b>

### Annual Reoccurring Costs

2	Annual Network costs after year 1	\$ 280	\$ 560
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### Payment Schedule for Contract

Payment 1	\$ 2,598	Billed at execution of contract Drawings/Engineering/Permit
Payment 2	\$ 7,153	Billed 4 Weeks prior to install for Equipment special order
Payment 3	\$ 5,330	Billed upon completion of construction
<b>Total Payments</b>	<b>\$ 15,081</b>	

\*Rebates must be applied for prior to issuing work order, if project does not qualify for proposed rebate client may choose to terminate agreement at no charge to client. Once rebates are approved construction contract will be issued.

\*\*Please sign and date below as a letter of intent to move forward assuming rebates can be applied to the project

Signature \_\_\_\_\_

Date \_\_\_\_\_

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.C.**FROM: John F. Weigold IV, General Manager  
Timothy Carmel, District Counsel-----  
Meeting Date: June 18, 2020Subject: DISCUSSION AND CONSIDERATION OF  
DESIGNATION OF PUBLIC FORUM ON  
DISTRICT PROPERTY**RECOMMENDATIONS:**

Staff recommends that the Board of Directors review this staff report and consider and discuss allowing signs on District property and creating a designated public forum.

**FISCAL IMPACT:**

There are no fiscal impacts associated with this item.

**DISCUSSION:**

Recently a number of signs were posted on a fence at the skate park on Main Street owned by the CCSD, which, after several complaints were received, were removed by District staff and stored offsite for the owners' retrieval. The signs related to the recent protests regarding Black Lives Matter (BLM). Subsequently, Director Rice contacted District Counsel regarding permitting signs on District property and the issue was then raised during public comment at the June 11, 2020 Board meeting. At that time, it was requested that an item be placed on the June 18, 2020 agenda to enable the Board to discuss the matter. Accordingly, this staff report has been prepared to provide some information regarding the legal issues associated with allowing signage on District property.

Speech issues on public property are governed by a legal concept known as the "public forum" analysis. This relates to how a court analyzes restrictions on speech and what is permissible as far as regulation. There are several types of "public forums," with the broadest protections applying to "traditional public forums" (e.g., parks and sidewalks). In contrast to the public forum, a "non-public forum" is government property that has traditionally not been open to the free exchange of ideas, such as the fence on the District's property where the BLM signs were posted. At such a non-public forum the District can prohibit all signage.

If the Board determines that it want to allow signs to be posted on property that otherwise would be a non-public forum, then it becomes what is called "a designated public forum." That occurs when the government intentionally opens (or "designates") non-traditional areas for First Amendment activity. In contrast to being able to prohibit all signage, the ability to limit or regulate speech activities in a designated public forum is extremely limited once such a forum has been opened up. Regulations for a designated public forum are subject to the same strict scrutiny level of review as a traditional public forum. The District would have to allow any speech activity to take place and cannot regulate based upon content, regardless of how objectionable or offensive it might be.

In the experience of District Counsel, who has represented other public agencies, including cities and special districts, typically public agencies do not permit signage on their property. This is because of the complexities of the First Amendment issues when a “forum” is opened up for constitutionally protected expressive activity. While it is theoretically permissible to have reasonable “time, place and manner” regulations in a public forum, in practice it is very difficult to create legally valid restrictions. The law is that such regulations are closely scrutinized by courts in order to protect free expression. To be valid, they must be justified without reference to the content or subject matter of the speech. They must serve a significant governmental interest (which is a high standard to meet), and must leave open ample alternative channels for communication of the information. Adding to the rule forbidding regulation based on content is the principle that government may not discriminate between different kinds of messages or viewpoints in affording access. These rules are strictly applied by the courts when it comes to expressive conduct and activities. For example, one reference that was looked at in preparing this staff report noted that government may not deny access to the public forum for demonstrators on the grounds that the past meetings of such demonstrators resulted in violence.

The most recent U.S. Supreme Court ruling on signs and the First Amendment, *Reed v. Town of Gilbert, Arizona* (2015) 135 S. Ct. 2218, held that absent a compelling reason, a city may not provide preferential treatment in providing opportunities for posting noncommercial messages on signs based on the signs content. At issue in *Reed* were three categories of noncommercial signs (directional signs, political signs, and what the city referred to as “ideological signs”). Although each was a type of noncommercial sign, the permitted size and number of such signs and duration they could be posted varied based on the type of sign, or rather, the “content” of the sign. In an email exchange with District Counsel, Director Rice asked if a public forum is opened up, whether the District could prohibit the posting of campaign signs. The answer is no, since that would be based upon the sign’s content. It was also asked whether the District could require signs to have names and phone numbers. Since cases have ruled that the First Amendment protects the right to anonymous free speech, it would be unlikely such a requirement would pass legal muster.

A question was also raised regarding the consequences of removing any objectionable signs if a designated public forum was created. If that were to occur, the District would be subject to a Civil Rights lawsuit in Federal Court for violation of the First Amendment rights of the person who posted the sign. Also, any time, place, and manner restrictions the District might try to create could be subject to a legal challenge in a Civil Rights lawsuit. If a public agency loses such a Civil Rights lawsuit, not only does it have to pay its own legal fees, but also the legal fees of the suing party, and often the Court will grant a “multiplier” to the fees, which can be very substantial. Very often groups that engage in free speech activities are quick to sue a public agency and there are attorneys that specialize in such suits, since they can recover large sums of money in attorney’s fees.

An interesting illustration of the dilemma that can be created by opening up a forum was reported on June 11, 2020. Although the context is different in that it involves a city street, as the Board is most likely aware, the Mayor of Washington D.C. had the words “Black Lives Matter” painted in large letters on a street in the city. An organization called Judicial Watch is now demanding that it be allowed to put its own signage on the street. The following is a quote from the Judicial Watch website:



Mayor Bowser made a decision to turn DC streets into a forum for public expression. Judicial Watch seeks equal access to use this new forum to educate Americans by painting our organization's motto and motivation, 'Because No One Is Above the Law!' on a Capitol Hill street," said Judicial Watch President Tom Fitton. "This rule of law message is timely, as it a reminder that rule of law applies to – and protects – all Americans. If we are unlawfully denied access and face viewpoint discrimination, we are prepared to go to court to vindicate our First Amendment rights.

Lastly, it should be noted that staff has some concern that if the Board does designate a free speech area at the skate park or another District property, it might become cluttered and messy and there will be need for staff to perform ongoing maintenance.

It is recommended that the Board discuss and consider creating a designated public forum on District property that would allow signs to be posted by the public.

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.D.**

FROM: John F. Weigold IV, General Manager

-----  
Meeting Date: June 18, 2020Subject: DISCUSSION AND CONSIDERATION  
OF ESTABLISHING AN AD HOC  
COMMITTEE TO RECOMMEND  
BYLAW AMENDMENTS REGARDING  
BOARD MEMBER PARTICIPATION AT  
STANDING COMMITTEE MEETINGS

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**RECOMMENDATIONS:**

Staff recommends that the Board of Directors discuss and consider establishing an ad hoc committee of two Directors to draft a bylaw provision relating to Board member participation at meetings of the Policy, Finance, and Resources & Infrastructure Standing Committees.

**FISCAL IMPACT:**

There are no fiscal impacts associated with this item.

**DISCUSSION:**

At its regular June 11, 2020 meeting, the Board of Directors considered the issue of Directors attending and speaking at meetings of the District's Policy, Finance, and Resources & Infrastructure Committees. At the conclusion of its consideration of this matter, the Board requested that an item be brought back for the June 18, 2020 meeting to establish an ad hoc committee of two Directors to develop a provision to be added to the Board bylaws prohibiting Director participation in meetings of the Policy, Finance, and Resources & Infrastructure Standing Committees. Accordingly, this item has been added to the June 18<sup>th</sup> agenda for Board consideration.