

**1/17/19: ADDED REGULAR BUSINESS ITEM 6.E. ATTACHMENTS
AND REGULAR BUSINESS ITEM 6.F. ATTACHMENT**



CAMBRIA COMMUNITY SERVICES DISTRICT

Thursday, January 17, 2019 - 2:00 PM

1000 Main Street Cambria, CA 93428

AGENDA

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

1. OPENING

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

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

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

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

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

4. ACKNOWLEDGEMENTS

- A. The Board will provide a Proclamation to Robert Gresens

5. CONSENT AGENDA (Estimated time: 15 Minutes)

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

- A. CONSIDERATION TO ADOPT THE DECEMBER 2018 EXPENDITURE REPORT
- B. CONSIDERATION TO ADOPT THE DECEMBER 13, 2018 REGULAR MEETING MINUTES
- C. CONSIDERATION OF ADOPTION OF RESOLUTION 01-2019 APPOINTING JIM BAHRINGER AS AN ALTERNATE TO THE PARKS, RECREATION AND OPEN SPACE COMMISSION AND TO APPROVE THE PROPOSED GOALS & OBJECTIVES OF THE COMMISSION
- D. DISCUSSION AND CONSIDERATION OF APPROVAL OF INTERFUND LOAN POLICY
- E. CONSIDERATION OF APPROVAL OF FIRST AMENDMENT TO MEMORANDUM OF UNDERSTANDING REGARDING JOINT USE OF COAST UNION HIGH SCHOOL TENNIS COURTS

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

- A. DISCUSSION AND CONSIDERATION OF PROS COMMISSION RECOMMENDATIONS REGARDING LEASE OR PURCHASE OF CCSD PROPERTY BY THE CAMBRIA HISTORICAL SOCIETY FOR RELOCATION OF THE SANTA ROSA SCHOOLHOUSE
- B. DISCUSSION AND CONSIDERATION OF SCHEDULING A WORKSHOP TO RECEIVE PUBLIC INPUT ON DESIRED KNOWLEDGE, SKILLS AND ABILITIES OF FUTURE GENERAL MANAGER
- C. DISCUSSION AND CONSIDERATION OF RESOLUTION 02-2019 AUTHORIZING THE GENERAL MANAGER TO NOMINATE STAFF TO THE SLO COUNTY WATER RESOURCES ADVISORY COMMITTEE (WRAC)
- D. DISCUSSION AND CONSIDERATION OF ANNUAL REVIEW OF BOARD OF DIRECTORS BYLAWS
- E. DISCUSSION AND CONSIDERATION OF APPOINTMENT OF FINANCE, RESOURCES & INFRASTRUCTURE, AND POLICY COMMITTEE MEMBERS AND TO PROVIDE OVERALL DIRECTION TO EACH COMMITTEE
- F. DISCUSSION AND CONSIDERATION OF INTRODUCTION OF ORDINANCE 01-2019 AMENDING SECTION 8.04.110 OF THE CAMBRIA COMMUNITY SERVICES DISTRICT MUNICIPAL CODE RELATING TO THE AFFORDABLE HOUSING PROGRAM

7. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

- A. Board Member, Committee and Liaison Reports
 - i. Mike Lyons & Karen Dean- Resources & Infrastructure Standing Committee Report
 - ii. David Pierson - Finance Standing Committee Report

8. MANAGER'S REPORT

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

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

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

10. ADJOURN TO CLOSED SESSION (Estimated time 60 Minutes)

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
Pursuant to Government Code Section 54956.9(d)(1).
Name of Case: CCSD v. CDM Smith, Inc.



Cambria CSD Fire Department January 17, 2019 CCSD Board Meeting

December 2018

Prevention and Education

- 2 Residential rough/hydro inspection were completed
- 2 Fire final inspections
- 0 Residential site visits for building questions
- 2 Fire plan reviews
 - 395 Croyden
 - 1905 Berwick
- 7 Engine company commercial fire and life safety inspections were conducted
- 2 Public education events
- 6 Residential smoke/carbon monoxide detectors were installed and or the batteries changed
- 1 Fire Engine and Station tours

Hydrants Maintenance & Testing

Date	Water Used	Hydrants Completed	Hours
2017	5,418	98	98
January - November	0	124	97
December	0	12	6
Total	5,418	234	201

Meetings and Affiliations

- SLOFIST mtg December 12th, 0900 Atascadero
- TCCH Base mtg December 13th, 0830 Templeton
- CCSD Board mtg December 13th, 1400 Cambria
- County Chief's mtg December 14th, 1300 Pismo
- EVS Command Vehicle mtg December 17th, 0800 Cambria
- County Prevention Officers mtg December 20th, 0900 San Luis Obispo

Operations and News

- Training hours: 378 hours; training for the month of December was primarily focused on the following topics:
 - Hazmat FRO Refresher
 - Ocean rescue
 - Airbag/rescue
 - EMT skills refresher
- Prescribed burning
 - Approximately 450 piles burned
 - Coordinated with FireSafe Council, CalFire and Cambria Fire

Grant Updates

- HMGP DR-4382 – NOI's approved, developing application
- AFG Radio Grant – awaiting announcement

Fire Statistics are attached for your review

CMB Fire Monthly Stats: Incidents

Categories	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	%
Fire	0	1	0	0	3	1	1	0	0	0	1	2	9
Hazardous Mat.	0	0	0	0	0	0	0	0	0	0	0	0	0
Medical	48	38	41	49	43	30	52	46	51	38	52	41	529
(local patients/percentage)	40/83.3%	29/76.3%	36/87.8%	44/90%	33/76.7%	21/70%	40/76.9%	38/82.6%	42/82.4%	31/81.6%	42/80.8%	data pending	396/81.1%
(non-local patients/percentage)	8/16.7%	9/23.7%	5/12.2%	5/10%	10/23.3%	9/30%	12/23.1%	8/17.4%	9/17.6%	7/18.4%	10/19.2%	data pending	92/18.9%
Ocean Rescue	0	0	0	3	0	0	0	0	1	0	0	1	5
Cliff Rescue	0	0	0	0	0	0	0	0	0	0	0	0	0
Vehicle TC	3	1	1	3	0	1	0	1	2	1	5	2	20
Hazardous Situations	5	7	9	4	5	2	1	5	1	0	2	1	42
Public Service Assist	17	21	18	17	6	12	19	20	20	11	19	11	191
False Alarms	15	14	16	9	5	24	16	17	12	16	16	13	173
Agency Assist	0	0	0	0	0	0	0	0	0	0	0	0	0
Mutual Aid	0	1	0	0	2	0	0	2	2	0	2	0	9
(Structure Fire)	0	0	0	0	0	0	0	0	0	0	1	0	1
(Vegetation Fire - In County)	0	0	0	0	0	0	0	0	2	0	0	0	2
(Ocean Rescue - In County)		0	0	0	0	0	0	0	0	0	0	0	0
(Cliff Rescue - In County)		1	0	0	2	0	0	1	0	0	0	0	4
(Vegetation Fire - Out of County)	0	0	0	0	0	0	0	1	0	0	1	0	2
Auto Aid	0	0	0	0	1	0	3	1	2	0	0	1	8
(Structure Fire)	0	0	0	0	0	0	0	0	0	0	0	0	0
(Vegetation Fire)	0	0	0	0	1	0	3	1	2	0	0	0	7
(Vehicle Accident)	0	0	0	0	0	0	0	0	0	0	0	1	1
Fire Investigations	0	1	0	0	3	1	1	0	0	0	0	0	6
Monthly Response Totals	85	83	84	79	68	70	93	91	88	65	92	69	967

CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF DECEMBER 2018

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
ABALONE COAST ANALYTICAL, INC.	68539	12/21/2018	1	140.00	SWF/METALS, TOTAL DISSOLVED SOLIDS, SULFATE	39 6091H 25
ABALONE COAST ANALYTICAL, INC.	68539	12/21/2018	1	60.00	SWF/METALS	39 6091 25
ABALONE COAST ANALYTICAL, INC.	68539	12/21/2018	1	40.00	SWF/METALS	39 6091 25
ABALONE COAST ANALYTICAL, INC.	68539	12/21/2018	1	95.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	68539	12/21/2018	1	75.00	WW/TOALS SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	68539	12/21/2018	1	332.00	WW/METALS CHLORIDE NITRATE OIL & GREASE	12 6091 12
ABALONE COAST ANALYTICAL, INC.	68539	12/21/2018	1	75.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	68539	12/21/2018	1	100.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	68539	12/21/2018	1	75.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	68539	12/21/2018	1	75.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	68539	12/21/2018	1	75.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	68539	12/21/2018	1	130.00	WW/TOTAL SUSPENDED SOLIDS QUANTI TRAY	12 6091 12
ABALONE COAST ANALYTICAL, INC.	68591	12/27/2018	1	100.00	WW/TOTALS SUSPENDED SOLIDS	12 6091 12
				1,372.00		
AGP VIDEO	68540	12/21/2018	1	837.50	ADM/VIDEO PROD/MEDIA COPY DISTRIB - BOARD MEETINGS	01 6086 09
AL'S SEPTIC PUMPING, INC	68544	12/21/2018	1	275.00	F&R/PUMPING OF GREASE TRAPS AT VETS HALL	01 6033V 02
AL'S SEPTIC PUMPING, INC	68544	12/21/2018	2	425.00	SWF/PUMP EXPOSED SEPTIC HOLDING TANK	39 6033B 25
				700.00		
ALL WAYS CLEAN	68542	12/21/2018	1	443.00	F&R/MONTHLY OFFICE CLEANING	01 6080M 02
ALL WAYS CLEAN	68542	12/21/2018	2	303.00	WW/MONTHLY OFFICE CLEANING	12 6033B 12
ALL WAYS CLEAN	68592	12/27/2018	1	443.00	F&R/MONTHLY OFFICE CLEANING	01 6080M 02
ALL WAYS CLEAN	68592	12/27/2018	2	640.00	ADM/MONTHLY OFFICE CLEANING	01 6080M 09
ALL WAYS CLEAN	68592	12/27/2018	3	303.00	WW/MONTHLY OFFICE CLEANING	12 6033B 12
				2,132.00		
ALLAN, LINDA JOY	68464	12/5/2018	1	164.33	WD/REFUND OF ASSIGNMENT DEPOSIT 024.161.014 #408	11 2420 11
ALLAN, LINDA JOY	68464	12/5/2018	2	85.67	WD/REFUND OF ASSIGNMENT DEPOSIT 024.161.014 #408	11 2420 11
ALLAN, LINDA JOY	68464	12/5/2018	3	(85.67)	WD/REFUND OF ASSIGNMENT DEPOSIT 024.161.014 #408	11 4124 10
				164.33		
ALPHA FIRE & SECURITY ALARM CO	68543	12/21/2018	1	262.50	F&R/TROUBLESHOOT MAIN HALL SMOKE & REPAIRED	01 6033V 02
ANDREW THOMSON	68586	12/21/2018	1	675.00	WD/TROUBLESHOOT WBE FAILURE AND CALIBRATED	11 6037 11
ANDREW THOMSON	68586	12/21/2018	1	1,012.50	WD/CORRECTED TURBIDITY ORDER AT SR4	11 6037 11
ANDREW THOMSON	68586	12/21/2018	1	924.57	WD/SSWF WELL 1 NOT RUNNING REPLACED BURNT FEEDERS	11 6037 11
ANDREW THOMSON	68586	12/21/2018	1	1,050.00	WD/COMBED SR4 REPORT-UPDATED REPORT TEMPLATE	11 6037 11
ANDREW THOMSON	68586	12/21/2018	1	225.00	WW/ALARM CALL - BREAKER TRIPPED	12 6032L 12
				3,887.07		
APODACA PAVING, INC.	68545	12/21/2018	1	15,500.00	WD/LODGE HILL AREAS PAVING	11 6031D 11
AT&T	68546	12/21/2018	1	190.73	WW/ALARM AT LIFT STATION B4 11/25 - 12/24/18	12 6060P 12
AT&T	68593	12/27/2018	1	297.31	WD/ALARM AT VAN GORDON WELL FIELD 12/7-01/06/19	11 6060P 11
				488.04		
AT&T/CALNET3	68594	12/27/2018	1	20.87	WW/ALARM AT LIFT STN B3 924-1550 10/10-11/09/18	12 6060P 12
AT&T/CALNET3	68594	12/27/2018	1	20.84	WW/ALARM AT LIFT STN B1 924-1038 9/10-10/09/18	12 6060P 12
AT&T/CALNET3	68594	12/27/2018	1	20.86	WW/ALARM AT LIFT STN B2 924-1068 10/10 - 11/09/18	12 6060P 12
AT&T/CALNET3	68594	12/27/2018	1	20.91	WW/ALARM AT LIFT STN B 924-1492 10/10-11/09/18	12 6060P 12
AT&T/CALNET3	68594	12/27/2018	1	20.90	WW/ALARM AT LIFT STN A 924-1538 10/10-11/09/18	12 6060P 12
AT&T/CALNET3	68594	12/27/2018	1	20.90	WW/ALARM AT LIFT STN A1 924-1708 10/10-11/09/18	12 6060P 12

CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF DECEMBER 2018

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
AT&T/CALNET3	68594	12/27/2018	1	20.94	WW/FAX LINW 927-1078 10/10 - 11/09/18	12 6060P 12
AT&T/CALNET3	68594	12/27/2018	1	21.30	WD/TELEMETRY SYSTEM 927-0398 10/10 - 11/09/18	11 6060P 11
AT&T/CALNET3	68594	12/27/2018	1	40.04	F&R/FIRE ALARMS AT VETS HALL 10/10-11/09/18	01 6060P 02
AT&T/CALNET3	68594	12/27/2018	1	20.85	WW/ALARM AT LIFT STN 4 927-1518 10/10-11/09/18	12 6060P 12
AT&T/CALNET3	68594	12/27/2018	1	20.84	WW/ALARM AT LIFT STN 8 10/10 - 11/09/18	12 6060P 12
AT&T/CALNET3	68594	12/27/2018	1	20.86	WD/LEIMERT PUMP STN 927-1972 10/10 - 11/09/18	11 6060P 11
AT&T/CALNET3	68594	12/27/2018	1	21.36	ADM/OFFICE FAX LINE 927-5584 10/10-11/09/18	01 6060P 09
AT&T/CALNET3	68594	12/27/2018	1	22.72	F&R/RODEO GROUNDS 927-6229 10/10-11/09/18	01 6060P 02
AT&T/CALNET3	68594	12/27/2018	1	31.91	FD/2284 CENTER ST 927-6242 10/10-11/09/18	01 6060P 01
AT&T/CALNET3	68594	12/27/2018	1	50.59	WW/PHONE SERVICE 927-6250 10/10-11/09/18	12 6060P 12
				396.69		
BADGER METER INC.	68548	12/21/2018	1	30.00	WD/ORION CELLULAR SERVICE UNIT	11 6031M 11
BASHARA, DAVID JAMES	68465	12/5/2018	1	285.04	REFUND OVERPMT OF ASSIGN FEE 024.132.039 WL553	11 2420 11
BASHARA, DAVID JAMES	68465	12/5/2018	2	214.96	REFUND OVERPMT OF ASSIGN FEE 024.132.039 WL553	11 2420 11
BASHARA, DAVID JAMES	68465	12/5/2018	3	(214.96)	REFUND OVERPMT OF ASSIGN FEE 024.132.039 WL553	11 4124 10
				285.04		
BERNAL-HERVER	68473	12/6/2018	1	142.52	WD/ASGNB-1810-WL348 REFUND OF OVERPMT OF FEES	11 4124 11
BLAND, MELISSA	68453	12/4/2018	1	100.00	ADM/MONTHLY CELL PHONE/INTERNET REIMB 12/2018	01 6060C 09
BRENNTAG PACIFIC, INC.	68525	12/19/2018	1	421.17	WD/CHEMICALS	11 6091B 11
BRENNTAG PACIFIC, INC.	68525	12/19/2018	1	250.96	WD/CHEMICALS	11 6090 11
BRENNTAG PACIFIC, INC.	68550	12/21/2018	1	224.33	WD/CHEMICALS	11 6090 11
BRENNTAG PACIFIC, INC.	68550	12/21/2018	1	464.74	WD/CHEMICALS	11 6090 11
BRENNTAG PACIFIC, INC.	68596	12/27/2018	1	513.23	WD/CHEMICALS	11 6090 11
BRENNTAG PACIFIC, INC.	68596	12/27/2018	1	465.83	WD/CHEMICALS	11 6090 11
BRENNTAG PACIFIC, INC.	68596	12/27/2018	1	8,254.79	SWF/INSTALL RETROFIT SULFURIC ACID TANKS	39 6036 25
				10,595.05		
BREWER, JIMMIE	68474	12/6/2018	1	142.52	WD/ASGNS-1810-WL418 REFUND OVERPMT OF FEES	11 2420 11
BREWER, JIMMIE	68474	12/6/2018	2	107.48	WD/ASGNS-1810-WL418 REFUND OVERPMT OF FEES	11 2420 11
BREWER, JIMMIE	68474	12/6/2018	3	(107.48)	WD/ASGNS-1810-WL418 REFUND OVERPMT OF FEES	11 4124 10
				142.52		
BREZDEN PEST CONTROL, INC.	68551	12/21/2018	1	65.00	ADM/INSPECT AND REPLENISH RODENT CONTROL DEVICES	01 6033B 09
BURDICK, RICHARD/JEANNE	68475	12/6/2018	1	71.26	WD/ASNG2-1810-WL343 REFUND OVERPMT OF FEES	11 2420 11
BURDICK, RICHARD/JEANNE	68475	12/6/2018	2	53.74	WD/ASNG2-1810-WL343 REFUND OVERPMT OF FEES	11 2420 11
BURDICK, RICHARD/JEANNE	68475	12/6/2018	3	(53.74)	WD/ASNG2-1810-WL343 REFUND OVERPMT OF FEES	11 4124 10
				71.26		
BUSINESSPLANS, INC.	68552	12/21/2018	1	273.00	ADM/MONTHLY HRA PLAN ADMINISTRATION	01 6086 09
CALIF STATE FIREFIGHTERS ASSOC	68553	12/21/2018	1	1,520.00	FD/ANNUAL DUES CSFA MEMBERSHIP DUES	01 6054 01
CAMBRIA AUTO SUPPLY LP	68547	12/21/2018	1	64.62	WD/ANTIFREEZE	11 6040 11
CAMBRIA AUTO SUPPLY LP	68547	12/21/2018	1	334.37	WW/BATTERY	12 6041V 12
CAMBRIA AUTO SUPPLY LP	68595	12/27/2018	1	68.46	FD/SOLENOID	01 6041L 01
				467.45		
CAMBRIA CHAMBER OF COMMERCE	68527	12/19/2018	1	50.00	ADM/DIRECTORS REGIST INSTALLATION DINNER C STEIDEL	01 6115 09

CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF DECEMBER 2018

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
CAMBRIA CHAMBER OF COMMERCE	68527	12/19/2018	2	50.00	ADM/DIRECTORS REGIST INSTALLATION DINNER M MADRID	01 6115 09
CAMBRIA CHAMBER OF COMMERCE	68527	12/19/2018	3	50.00	ADM/DIRECTORS REGIST INSTALLATION DINNER D PIERSON	01 6115 09
CAMBRIA CHAMBER OF COMMERCE	68527	12/19/2018	1	50.00	ADM/DIRECTOR REGISTRATION INSTALL DINNER D HOWELL	01 6115 09
CAMBRIA CHAMBER OF COMMERCE	68527	12/19/2018	2	50.00	ADM/DIRECTOR REGISTRATION INSTALL DINNER A RICE	01 6115 09
				250.00		
CAMBRIA VILLAGE SQUARE	68463	12/4/2018	1	2,431.45	ADM/MONTHLY OFFICE LEASE PMT 1316 TAMSEN 12/2018	01 6075 09
CAMBRIA VILLAGE SQUARE	68589	12/21/2018	1	589.24	ADM/SEPTEMBER/OCTOBER ADMIN OFFICE OUTSIDE MAINT	01 6033G 09
				3,020.69		
CARMEL & NACCASHA LLP	68526	12/19/2018	1	5,887.45	ADM/CAMBRIA CSD GENERAL NOV 2018	01 6080K 09
CARMEL & NACCASHA LLP	68526	12/19/2018	1	169.20	ADM/GENERAL SERVICES NOV 2018	01 6080K 09
CARMEL & NACCASHA LLP	68610	12/27/2018	1	1,360.18	ADM/CONFIDENTIAL STATEMENT 30508 MARCH 2018	01 6080L 09
CARMEL & NACCASHA LLP	68610	12/27/2018	1	4,851.66	ADM/GENERAL STATEMENT 30509 MARCH 2018	01 6080K 09
CARMEL & NACCASHA LLP	68610	12/27/2018	1	11,100.00	ADM/MONTHLY RETAINER FOR JANUARY 2018	01 6080K 09
				23,368.49		
CARSON, WILLIAM J	68476	12/6/2018	1	285.04	WD/ASGNB-1810-WL465 REFUND OVERPMT OF FEES	11 2420 11
CARSON, WILLIAM J	68476	12/6/2018	2	214.96	WD/ASGNB-1810-WL465 REFUND OVERPMT OF FEES	11 2420 11
CARSON, WILLIAM J	68476	12/6/2018	3	(214.96)	WD/ASGNB-1810-WL465 REFUND OVERPMT OF FEES	11 4124 10
				285.04		
CEN COAST FIRE PREVENTION OFCR	68554	12/21/2018	1	30.00	FD/MEMBERSHIP DUES FYE 2018-2019	01 6054 01
CENTRAL COAST COFFEE ROASTING	68555	12/21/2018	1	27.54	WW/COFFEE	01 6050 09
CHARTER COMMUNICATIONS	68556	12/21/2018	1	39.99	FD/BUSINESS VOICE	01 6060I 01
CHARTER COMMUNICATIONS	68556	12/21/2018	1	87.50	FD/FIBER INTERNET	01 6060I 01
CHARTER COMMUNICATIONS	68556	12/21/2018	2	87.50	ADM/FIBER INTERNET	01 6060I 09
CHARTER COMMUNICATIONS	68556	12/21/2018	3	87.50	WW/FIBER INTERNET	11 6060I 11
CHARTER COMMUNICATIONS	68556	12/21/2018	4	87.50	FD/FIBER INTERNET	12 6060I 12
CHARTER COMMUNICATIONS	68556	12/21/2018	5	442.36	ADM/FIBER INTERNET AND BUSINESS VOICE	01 6060I 09
CHARTER COMMUNICATIONS	68556	12/21/2018	1	273.54	F&R/ETHERNET SERV 11/09 - 12/08/18 VETS HALL	01 6060I 02
CHARTER COMMUNICATIONS	68556	12/21/2018	2	137.31	F&R/ETHERNET SERV 11/09 - 12/08/18 RODEO GROUNDS	01 6060I 02
CHARTER COMMUNICATIONS	68556	12/21/2018	3	230.63	ADM/ETHERNET SERV 11/09 - 12/08/18 1316 TAMSEN	01 6060I 09
CHARTER COMMUNICATIONS	68556	12/21/2018	4	246.31	WD/ETHERNET SERV 11/09 - 12/08/18 5500 HEATH LN	11 6060I 11
CHARTER COMMUNICATIONS	68556	12/21/2018	5	246.31	WW/ETHERNET SERV 11/09 - 12/08/18 5500 HEATH LN	12 6060I 12
CHARTER COMMUNICATIONS	68556	12/21/2018	1	164.97	WW/BUSINESS INTERNET AND VOICE	12 6060I 12
				2,131.42		
CIO SOLUTIONS, LP	68528	12/19/2018	1	2,198.00	ADM/MONTHLY BILLING FOR DECEMBER 2018	01 6044 09
CIO SOLUTIONS, LP	68528	12/19/2018	1	1,350.00	ADM/NOVEMBER 2018 OVERAGE HOURS	01 6044 09
				3,548.00		
CIT BANK, N.A.	68529	12/19/2018	1	333.42	FD/MONTHLY IP PHONE CHARGES	01 6060P 01
CIT BANK, N.A.	68529	12/19/2018	2	242.19	ADM/MONTHLY IP PHONE CHARGES	01 6060P 09
CIT BANK, N.A.	68529	12/19/2018	3	113.97	WD/MONTHLY IP PHONE CHARGES	11 6060P 11
CIT BANK, N.A.	68529	12/19/2018	4	113.97	WW/MONTHLY IP PHONE CHARGES	12 6060P 12
				803.55		
CLEVELAND BIOLOGICAL, LLC	68557	12/21/2018	1	3,325.00	SWF/CALL WITH CCSD-ESHA, FEASIBILITY REPORT	40 6910 30
CLEVELAND BIOLOGICAL, LLC	68597	12/27/2018	1	880.00	SWF/NOVEMBER 11, 2018 SURVEY AND REPORT	39 6080M 25
				4,205.00		

CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF DECEMBER 2018

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
CLEVENGER, WM/BARBARA	68477	12/6/2018	1	142.52	WD/ASGNS-1810-WL21 REFUND OVERPMT OF FEES SELLER	11 4124 10
COASTAL COPY, INC.	68558	12/21/2018	1	298.59	ADM/RICOH/SAVIN 3503 COPY CHARGES 11/14 - 12/13/18	01 6044 09
CORBIN WILLITS SYSTEMS INC.	68454	12/4/2018	1	1,224.12	ADM/MONTHLY SUPPORT AGRMENT MOM SOFTWARE 12/2018	01 6044 09
CORBIN WILLITS SYSTEMS INC.	68559	12/21/2018	1	65.00	ADM/ASSISTED NANCY WITH PERS REPORTING	01 6044 09
CORBIN WILLITS SYSTEMS INC.	68559	12/21/2018	1	130.00	ADM/ASSIST MICHAEL ON UTILITY BILLINGS	01 6044 09
				1,419.12		
COX, KERRY/LEAH	68478	12/6/2018	1	142.52	WD/ASGNB-1810-WL21 REFUND OVERPMT OF FEES BUYER	11 4124 10
CRYSTAL SPRINGS WATER CO.	68560	12/21/2018	1	33.65	WW/SPRING DRINKING WATER DISTILLED WATER	12 6032T 12
CRYSTAL SPRINGS WATER CO.	68560	12/21/2018	1	40.27	WW/SPRING DRINKING WATER	12 6032T 12
CRYSTAL SPRINGS WATER CO.	68560	12/21/2018	1	78.10	WW/SPRING WATER DISTILLED WATER	12 6032T 12
CRYSTAL SPRINGS WATER CO.	68560	12/21/2018	1	11.30	WW/SPRING DRINKING WATER FUEL SURCHARGE	12 6032T 12
CRYSTAL SPRINGS WATER CO.	68560	12/21/2018	1	19.29	WW/SPRING DRINKING WATER FUEL CHARGE	12 6032T 12
				182.61		
DENSBY, ART/DIANE	68479	12/6/2018	1	142.52	WD/ASGNB-1810-WL62 REFUND OF OVERPMT OF FEES	11 4124 10
DIGITAL DEPLOYMENT, INC	68530	12/19/2018	1	200.00	ADM/STREAMLINE MONTHLY MEMBER FEE	01 6011W 09
EMPLOYMENT DEVELOPMENT DP	68538	12/20/2018	1	664.29	ADM/PAYROLL TAX PAYPERIOD 11/16/18	01 6055 09
EMPLOYMENT DEVELOPMENT DP	68538	12/20/2018	1	87.94	ADM/PAYROLL TAX PAYPERIOD 11/16/18	01 6055 09
				752.23		
EVANS, THOMAS ROY	68466	12/5/2018	1	160.15	WD/REFUND DEP IN EXCESS TRANS COST 022.151.005-065	11 2420 11
EVANS, THOMAS ROY	68466	12/5/2018	2	589.85	WD/REFUND DEP IN EXCESS TRANS COST 022.151.005-065	11 2420 11
EVANS, THOMAS ROY	68466	12/5/2018	3	(589.85)	WD/REFUND DEP IN EXCESS TRANS COST 022.151.005-065	11 4124 10
				160.15		
FARALLON, INC.	68531	12/19/2018	1	1,190.00	SWF/PROFESSIONAL SERVICES THROUGH 4/27/18	39 6080L 25
FARALLON, INC.	68531	12/19/2018	1	1,395.00	SWF/PROFESSIONAL SERVICES THROUGH 5/25/18	39 6080L 25
				2,585.00		
FENCE FACTORY, THE	68562	12/21/2018	1	224.49	F&R/DOWELLED LODGE POLES FENCE POST MIS	01 6033R 02
FERGUSON ENTERPRISES, INC #135	68563	12/21/2018	1	282.67	WW/COUPLINGS AND PIPE	12 6032T 12
FGL ENVIRONMENTAL INC.	68564	12/21/2018	1	115.00	WD/BACTI AND ANALYSIS 10/02/18	11 6091 11
FGL ENVIRONMENTAL INC.	68564	12/21/2018	1	212.00	WD/INORGANIC AND SUPPORT ANALYSIS	11 6090 11
FGL ENVIRONMENTAL INC.	68564	12/21/2018	1	258.00	WW/INORGANIC AND SUPPORT ANALYSIS	12 6091 12
FGL ENVIRONMENTAL INC.	68564	12/21/2018	1	345.00	WD/ORGANIC ANALYSIS	11 6090 11
FGL ENVIRONMENTAL INC.	68564	12/21/2018	1	401.00	WD/ORGANIC AND SUPPORT ANALYSIS	11 6091B 11
FGL ENVIRONMENTAL INC.	68564	12/21/2018	1	95.00	WD/BACTI AND SUPPORT ANALYSIS	11 6091 11
FGL ENVIRONMENTAL INC.	68564	12/21/2018	1	95.00	WD/BACTI AND SUPPORT ANALYSIS 11/27/18	11 6091 11
FGL ENVIRONMENTAL INC.	68598	12/27/2018	1	296.00	WW/INORGANIC AND SUPPORT ANALYSIS 11/6/18	12 6091 12
FGL ENVIRONMENTAL INC.	68598	12/27/2018	1	95.00	WD/BACTI AND SUPPORT ANALYSIS 12/04/18	11 6091 11
				1,912.00		
FIRST BANKCARD	68532	12/19/2018	1	-	F&R/C MENDOZA VISA CHARGES	01 6033G 02
FIRST BANKCARD	68532	12/19/2018	2	830.20	F&R/HERC RENTAL STUMP GRINDER RENTAL WEEK	01 6033G 02
FIRST BANKCARD	68532	12/19/2018	1	-	ADM/M MADRID VISA CHARGES	01 6050 09
FIRST BANKCARD	68532	12/19/2018	2	11.50	ADM/OFFICE SUPPLIES	01 6050 09

CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF DECEMBER 2018

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
FIRST BANKCARD	68532	12/19/2018	3	9.50	ADM/MANAGER MEETING REFRESHMENTS	01 6115 09
FIRST BANKCARD	68532	12/19/2018	4	75.27	ADM/OFFICE SUPPLIES	01 6050 09
FIRST BANKCARD	68532	12/19/2018	5	88.60	WD/FIRST AID KITS	11 6089 11
FIRST BANKCARD	68532	12/19/2018	6	17.71	SWF/FIRST AID KITS	39 6086 25
FIRST BANKCARD	68532	12/19/2018	7	699.00	ADM/REGISTRATION FOR ACWA CONFERENCE 11/26-30/18	01 6120E 09
FIRST BANKCARD	68532	12/19/2018	8	19.86	ADM/DIRECTOR NAME PLATES	01 6124 09
FIRST BANKCARD	68532	12/19/2018	1	-	FD/W HOLLINGSWORTH VISA CHARGES	01 6120E 01
FIRST BANKCARD	68532	12/19/2018	2	17.00	FD/SOUTH BAY PUBLIC SAFETY	01 6120E 01
FIRST BANKCARD	68532	12/19/2018	3	43.57	FD/SOUTH BAY PUBLIC SAFETY	01 6120E 01
FIRST BANKCARD	68532	12/19/2018	4	18.00	FD/SOUTH BAY PUBLIC SAFETY	01 6120E 01
FIRST BANKCARD	68532	12/19/2018	5	18.00	FD/FULCRUM MONTHLY SUBSCRIPTION	01 6054 01
FIRST BANKCARD	68532	12/19/2018	6	13.96	FD/SOUTH BAY PUBLIC SAFETY	01 6120E 01
FIRST BANKCARD	68532	12/19/2018	7	8.00	FD/SOUTH BAY PUBLIC SAFETY	01 6120E 01
FIRST BANKCARD	68532	12/19/2018	8	12.89	FD/SOUTH BAY PUBLIC SAFETY	01 6120E 01
FIRST BANKCARD	68532	12/19/2018	9	208.05	FD/FIREHOUSE COFFEE	01 6090 01
FIRST BANKCARD	68532	12/19/2018	10	28.94	FD/FIREHOUSE COFFEE FILTERS	01 6090 01
FIRST BANKCARD	68532	12/19/2018	11	408.00	FD/PUBLIC SAFETY TRAINING CONSORTIUM	01 6120E 01
FIRST BANKCARD	68532	12/19/2018	12	301.98	FD/WATER TENDER WATER PUMP KIT AND ANTIFREEZE	01 6041L 01
FIRST BANKCARD	68532	12/19/2018	13	120.80	FD/SOUTH BAY PUBLIC SAFETY	01 6120E 01
FIRST BANKCARD	68532	12/19/2018	14	483.20	FD/SOUTH BAY PUBLIC SAFETY	01 6120E 01
FIRST BANKCARD	68532	12/19/2018	15	643.29	FD/SOUTH BAY PUBLIC SAFETY	01 6120E 01
FIRST BANKCARD	68532	12/19/2018	1	-	ADM/R GRESENS VISA CHARGES	39 6031Z 25
FIRST BANKCARD	68532	12/19/2018	2	156.24	SWF/PASO ROBLES LANDFILL	39 6031Z 25
FIRST BANKCARD	68532	12/19/2018	3	104.31	SWF/PASO ROBLES LANDFILL	39 6031Z 25
				4,337.87		
FORD MOTOR CREDIT COMPANY LLC	68533	12/19/2018	1	637.09	F&R/2016 FORD F-250 WITH UTILITY BODY	01 2516 02
GARDENSOFT	68565	12/21/2018	1	210.72	RC/WATER WISE WEBSITE LICENSE 12/10/18-12/10/19	11 6080M 10
GERBER'S AUTO SERVICE	68599	12/27/2018	1	21.61	F&R/MOUNT AND BALANCE TIRE ON UTILITY TRAILER	01 6041L 02
GOLD COAST ENVIRONMENTAL	68567	12/21/2018	1	2,265.00	WW/CALIBRATIONS	12 6032T 12
GOOFY GRAPHICS	68600	12/27/2018	1	86.20	F&R/ALUMINUM SIGN "BIKE PARKING" FOR THE DOG PARK	01 6090 02
GREEN, JAMES R	68458	12/4/2018	1	9.00	WD/MONTHLY CELL PHONE REIMBURSEMENT 12/2018	11 6060C 11
GREEN, JAMES R	68458	12/4/2018	2	36.00	SWF/MONTHLY CELL PHONE REIMBURSEMENT 12/2018	39 6060C 25
				45.00		
GRESENS, ROBERT C.	68457	12/4/2018	1	100.00	WD/MONTHLY CELL PHONE/INTERNET REIMB 12/2018	11 6060C 11
GROSSKREUTZ, BENJAMIN M.	68489	12/11/2018	1	100.00	WD/GRADE 111 TREATMENT EXAM	11 6120E 11
GROSSKREUTZ, BENJAMIN M.	68489	12/11/2018	2	167.86	WD/GRADE 111 TREATMENT EXAM MILEAGE REIMBURSEMENT	11 6120E 11
GROSSKREUTZ, BENJAMIN M.	68489	12/11/2018	3	101.95	WD/GRADE 111 TREATMENT EXAM LODGING	11 6120E 11
				369.81		
GSOLUTIONZ, INC.	68535	12/19/2018	1	601.09	ADM/PURCHASE HEADSETS FOR FINANCE STAFF	01 6095 09
GUIDRY, KENNETH/YVETTE	68480	12/6/2018	1	285.04	WD/ASGNS-1810-WL504 REFUND OVERPMT OF FEES	11 2420 11
GUIDRY, KENNETH/YVETTE	68480	12/6/2018	2	214.96	WD/ASGNS-1810-WL504 REFUND OVERPMT OF FEES	11 2420 11
GUIDRY, KENNETH/YVETTE	68480	12/6/2018	3	(214.96)	WD/ASGNS-1810-WL504 REFUND OVERPMT OF FEES	11 4124 10
				285.04		

CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF DECEMBER 2018

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
HACH COMPANY	68601	12/27/2018	1	571.24	SWF/MULTI ELECTRODE PH	39 6031Z 25
HALEY DODSON	68455	12/4/2018	1	100.00	ADM/MONTHLY CELL PHONE/INTERNET REIMB 12/2018	01 6060C 09
HALSTEAD, ROBERT/NANCY	68481	12/6/2018	1	285.04	WD/ASGNB-1810-WL326 REFUND OVERPMT IN FEES	11 4124 10
HALSTEAD, ROBERT/NANCY	68481	12/6/2018	1	142.52	WD/ASGNB-18110-WL571 REFUND OVERPMT OF FEES	11 4124 10
				427.56		
HD SUPPLY FACILITIES MAINTENAN	68537	12/19/2018	1	149.15	WD/SIGN:DANGER CONFINED SPACE	11 6033B 11
HD SUPPLY FACILITIES MAINTENAN	68537	12/19/2018	1	192.85	SWF/HACH TNT+BORON	39 6092 25
HD SUPPLY FACILITIES MAINTENAN	68587	12/21/2018	1	32.12	WW/TREATMENT PLANT LOG BOOK	12 6092 12
				374.12		
HOLLINGSWORTH, WILLIAM	68459	12/4/2018	1	55.00	FD/MONTHLY INTERNET REIMBURSEMENT 12/2018	01 6060C 01
HOME DEPOT CREDIT SERVICE	68568	12/21/2018	1	64.33	F&R/TM RUNNER GREEK KEY 26X35	01 6033B 02
INNOVATIVE CONCEPTS	68460	12/4/2018	1	25.00	FD/FIRE WEBSITE HOSTING 12/2018	01 6044 01
INNOVATIVE CONCEPTS	68460	12/4/2018	2	25.00	ADM/CIS WEB HOSTING 12/2018	01 6044 09
				50.00		
J B DEWAR INC.	68569	12/21/2018	1	48.85	FD/AIR ONE DIESEL EXHAUST FLUID	01 6096 01
J B DEWAR INC.	68569	12/21/2018	1	758.04	FD/80 GALLONS GASOLINE 120 GALLONS	01 6096 01
J B DEWAR INC.	68569	12/21/2018	1	1,166.31	FD/80 GALLONS GASOLINE 120 GALLONS DIESEL	01 6096 01
J B DEWAR INC.	68602	12/27/2018	1	601.59	F&R/200 GALLONS GASOLINE	01 6096 02
				2,574.79		
JOHN ALLCHIN	68452	12/4/2018	1	45.00	WW/MONTHLY CELL PHONE REIMBURSEMENT 12/2018	12 6060C 12
JOHNS, GEORGE M	68482	12/6/2018	1	142.52	WD/ASFNS-1810-WL348 REFUND OVERPMT OF FEES	11 4124 10
KRATT, WILLIAM & PHYLLIS	68467	12/5/2018	1	102.33	WD/REFUND TRANSFER DEPOSIT WL 143 023.272.015	11 4124 11
KRATT, WILLIAM & PHYLLIS	68467	12/5/2018	2	647.67	WD/REFUND TRANSFER DEPOSIT WL 143 023.272.015	11 4124 11
KRATT, WILLIAM & PHYLLIS	68467	12/5/2018	3	(647.67)	WD/REFUND TRANSFER DEPOSIT WL 143 023.272.015	11 4124 10
				102.33		
LEBOVITS, JOHN/DEBORAH	68483	12/6/2018	1	142.52	WD/ASGNS-1810-WL571 REFUND OVERPMT OF FEES	11 4124 10
LIBERTY COMPOSTING, INC.	68570	12/21/2018	1	4,640.77	WW/TIPPING FEES BIOSOLIDS NOVEMBER 2018	12 6032S 12
MADRID, MONIQUE	68461	12/4/2018	1	55.00	ADM/MONTHLY INTERNET REIMBURSEMENT 12/2018	01 6060P 09
MENDOZA, CARLOS	68462	12/4/2018	1	22.50	ADM/MONTHLY CELL PHONE REIMBURSEMENT 12/2018	01 6060C 09
MENDOZA, CARLOS	68462	12/4/2018	2	22.50	F&R/MONTHLY CELL PHONE REIMBURSEMENT 12/2018	01 6060C 02
				45.00		
MICHELLE DYER	68541	12/21/2018	1	994.22	WW/PARTS AND SUPPLIES	12 6032S 12
MICHELLE DYER	68541	12/21/2018	2	185.33	WW/PARTS AND SUPPLIES	12 6032T 12
MICHELLE DYER	68541	12/21/2018	3	178.95	WW/PARTS AND SUPPLIES	12 6094 12
				1,358.50		
MINER'S ACE HARDWARE	68603	12/27/2018	1	1.91	F&R/PARACORD	01 6090 02
MISSION LINEN SUPPLY	68571	12/21/2018	1	15.00	WW/FLOOR MATS	12 6033B 12

CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF DECEMBER 2018

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
MISSION LINEN SUPPLY	68571	12/21/2018	1	15.00	WW/FLOOR MATS	12 6033B 12
MISSION LINEN SUPPLY	68604	12/27/2018	1	69.75	WD/TOWELS WET MOP FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	68604	12/27/2018	1	74.79	WD/TOWELS WET MOP FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	68604	12/27/2018	1	74.17	WD/TOWELS WET MOPS FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	68604	12/27/2018	1	70.30	WD/TOWELS WET MOP FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	68604	12/27/2018	1	70.30	WD/TOWELS LARGE WET MOP FLOOR MATS	11 6033B 11
				389.31		
NOBLE SAW, INC.	68572	12/21/2018	1	552.70	FD/CHAIN SAW 20"	01 6040 01
PACIFIC GAS & ELECTRIC	68573	12/21/2018	1	299.18	WW/ELEC SVC LIFT STATION A NOVEMBER 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68573	12/21/2018	2	177.35	WW/ELEC SVC LIFT STATION 9 NOVEMBER 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68573	12/21/2018	3	99.17	WW/ELEC SVC LIFT STATION B2 NOVEMBER 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68573	12/21/2018	4	241.81	WW/ELEC SVC LIFT STATION A1 NOVEMBER 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68573	12/21/2018	5	520.43	WW/ELEC SVC LIFT STATION B NOVEMBER 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68573	12/21/2018	6	191.95	WW/ELEC SVC LIFT STATION B3 NOVEMBER 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68573	12/21/2018	7	369.03	WW/ELEC SVC LIFT STATION B4 NOVEMBER 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68573	12/21/2018	8	22.06	WW/ELEC SVC LIFT STATION WELL PUMP 9P7 NOV 2018	39 6060E 25
PACIFIC GAS & ELECTRIC	68573	12/21/2018	9	23.15	WW/ELEC SVC LIFT STATION 8 NOVEMBER 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68573	12/21/2018	10	14,176.05	WW/ELEC SVC TREATMENT PLANT NOVEMBER 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68573	12/21/2018	11	16.28	WW/ELEC SVC LIFT STATION 4 NOVEMBER 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68573	12/21/2018	12	221.51	WW/ELEC SVC LIFT STATION B1 NOVEMBER 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	68573	12/21/2018	1	186.40	WW/ELEC SVC SAN SIMEON CRK RD 10/26 - 11/27/18	12 6060E 12
PACIFIC GAS & ELECTRIC	68573	12/21/2018	1	484.89	SWF/ELEC SVC 990 SAN SIMEON CRK TRMT PLANT NOV '18	39 6060E 25
PACIFIC GAS & ELECTRIC	68573	12/21/2018	1	32.23	F&R/ELEC SVC WEST VILLAGE RESTROOM 11/02-12/03/18	01 6060E 02
PACIFIC GAS & ELECTRIC	68573	12/21/2018	2	18.57	F&R/ELEC SVC EAST VILLAGE RESTROOM 11/02-12/03/18	01 6060E 02
PACIFIC GAS & ELECTRIC	68573	12/21/2018	3	1,238.09	F&R/ELEC SVC STREET LIGHTING 11/02 - 12/03/18	01 6060E 02
PACIFIC GAS & ELECTRIC	68573	12/21/2018	4	401.91	F&R/ELEC SVC VETERANS HALL 11/02 - 12/03/18	01 6060E 02
PACIFIC GAS & ELECTRIC	68573	12/21/2018	5	791.06	FD/ELEC SVC 2850 BURTON DR 11/02 - 12/03/18	01 6060E 01
PACIFIC GAS & ELECTRIC	68573	12/21/2018	6	24.55	FD/ELEC SVC 2850 BURTON DR 11/02 - 12/03/18	01 6060E 01
PACIFIC GAS & ELECTRIC	68573	12/21/2018	7	348.36	ADM/ELEC SVC 1316 TAMSEN DR 11/02 - 12/03/18	01 6060E 09
PACIFIC GAS & ELECTRIC	68573	12/21/2018	8	139.12	ADM/ELEC SVC RADIO SHACK 11/02 - 12/03/18	01 6060E 09
PACIFIC GAS & ELECTRIC	68573	12/21/2018	1	24.96	WD/ELEC SVC 9110 CHARING LANE 10/29 - 11/28/18	11 6060E 11
PACIFIC GAS & ELECTRIC	68573	12/21/2018	2	473.38	WD/ELEC SVC 1320 SAN SIMEON CRK RD 10/29-10/31/18	11 6060E 11
PACIFIC GAS & ELECTRIC	68573	12/21/2018	3	1,235.02	WD/ELEC SVC 1330 SAN SIMEON CRK RD 10/29-10/31/18	11 6060E 11
PACIFIC GAS & ELECTRIC	68573	12/21/2018	4	1,146.34	WD/ELEC SVC 1340 SAN SIMEON CRK RD 10/29-10/31/18	11 6060E 11
PACIFIC GAS & ELECTRIC	68573	12/21/2018	5	589.18	WD/ELEC SVC 6425 CAMBRIA PINES RD 10/29-10/31/18	11 6060E 11
PACIFIC GAS & ELECTRIC	68573	12/21/2018	6	28.44	WD/ELEC SVC 988 MANOR WAY 10/29-10/31/18	11 6060E 11
PACIFIC GAS & ELECTRIC	68573	12/21/2018	7	4,387.37	WD/ELEC SVC 2031 RODEO GROUNDS 10/29-11/31/18	11 6060E 11
PACIFIC GAS & ELECTRIC	68573	12/21/2018	8	661.39	WD/ELEC SVC 2499 VILLAGE LANE 10/29-11/31/18	11 6060E 11
PACIFIC GAS & ELECTRIC	68573	12/21/2018	9	678.51	WD/ELEC SVC 1975 STUART STREET 10/29-11/31/18	11 6060E 11
PACIFIC GAS & ELECTRIC	68573	12/21/2018	1	1,600.17	WD/ELEC SVC 2820 SANTA ROSA RD 10/31/18 - 11/30/18	11 6060E 11
				30,847.91		
PAMELA DUFFIELD	68456	12/4/2018	1	100.00	ADM/MONTHLY CELL PHONE/INTERNET REIMB 12/2018	01 6060C 09
PEREZ, ANTONIO/MONICA	68484	12/6/2018	1	142.52	WD/ASGNB-1810-WL330 REFUND OVERPMT OF FEES	11 2420 11
PEREZ, ANTONIO/MONICA	68484	12/6/2018	2	107.48	WD/ASGNB-1810-WL330 REFUND OVERPMT OF FEES	11 2420 11
PEREZ, ANTONIO/MONICA	68484	12/6/2018	3	(107.48)	WD/ASGNB-1810-WL330 REFUND OVERPMT OF FEES	11 4124 10
				142.52		
PITNEY BOWES PURCH POWER	68574	12/21/2018	1	220.05	ADM/POSTAGE DUE FROM LAST DOWNLOAD BALANCE	01 6051 09
PLACER TITLE COMPANY	68468	12/5/2018	1	142.52	WD/ASSGN B-1810-WL418 REFUND ESCROS #P-253274	11 2420 11

CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF DECEMBER 2018

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
PLACER TITLE COMPANY	68468	12/5/2018	2	107.48	WD/ASSGN B-1810-WL418 REFUND ESCROS #P-253274	11 2420 11
PLACER TITLE COMPANY	68468	12/5/2018	3	(107.48)	WD/ASSGN B-1810-WL418 REFUND ESCROS #P-253274	11 4124 10
PLACER TITLE COMPANY	68605	12/27/2018	1	376.10	WD/REFUND VLM FEES APN 022.024.047 MCNEILL CROYDEN	11 6080V 11
PLACER TITLE COMPANY	68611	12/27/2018	1	196.00	WD/OVERPMT OF WAITLIST FEES ASSGNT 1810-WL330	11 4101 11
				714.62		
PROCARE JANITORIAL SUPPLY INC.	68575	12/21/2018	1	1,152.10	F&R/OPERATING SUPPLIES	01 6090 02
PROCARE JANITORIAL SUPPLY INC.	68575	12/21/2018	1	324.25	ADM/OPERATING SUPPLIES	01 6090 09
				1,476.35		
QUILL CORP	68576	12/21/2018	1	70.75	WW/SIGN	12 6048 12
QUILL CORP	68576	12/21/2018	1	37.71	FD/SILVER STYLUS PEN	01 6050 01
QUILL CORP	68576	12/21/2018	1	78.82	FD/MOP BUCKET SIDE PRESS WRINGER STYLUS PEN	12 6048 12
				187.28		
RAIN FOR RENT	68577	12/21/2018	1	1,680.00	SWF/SPILLGUARD TANK FLAT TOP COATED	39 6170E 25
RETIREE00	68492	12/18/2018	1	476.70	WD/MONTHLY HEALTH INSUR REIMB FOR JAN '19	11 5121 11
RETIREE01	68493	12/18/2018	1	476.70	WW/MONTHLY HEALTH INSUR PREMIUM FOR JAN '19	12 5121 12
RETIREE02	68494	12/18/2018	1	476.94	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	01 5121 02
RETIREE04	68495	12/18/2018	1	170.35	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	01 5121 09
RETIREE05	68496	12/18/2018	1	535.21	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	12 5121 12
RETIREE06	68497	12/18/2018	1	170.35	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	11 5121 11
RETIREE07	68498	12/18/2018	1	170.35	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	11 5121 11
RETIREE08	68499	12/18/2018	1	118.46	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	11 5121 11
RETIREE09	68500	12/18/2018	1	170.35	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	01 5121 09
RETIREE10	68501	12/18/2018	1	170.35	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB JAN '19	01 5121 09
RETIREE11	68502	12/18/2018	1	170.35	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	01 5121 09
RETIREE12	68503	12/18/2018	1	935.70	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	12 5121 12
RETIREE13	68504	12/18/2018	1	170.35	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	01 5121 01
RETIREE14	68505	12/18/2018	1	170.35	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	01 5121 02
RETIREE15	68506	12/18/2018	1	199.61	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	01 5121 01
RETIREE16	68507	12/18/2018	1	535.21	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	11 5121 11
RETIREE17	68508	12/18/2018	1	476.70	ADM/MONTHLY HEALTH INSUR PERMIUM REIMB FOR JAN '19	01 5121 09
RETIREE19	68509	12/18/2018	1	783.29	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	01 5121 01
RETIREE20	68510	12/18/2018	1	170.35	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	12 5121 12
RETIREE21	68511	12/18/2018	1	199.61	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	12 5121 12
RETIREE22	68512	12/18/2018	1	476.70	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	12 5121 12
RETIREE23	68513	12/18/2018	1	535.21	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	01 5121 09
RETIREE24	68514	12/18/2018	1	199.61	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	01 5121 02
RETIREE26	68515	12/18/2018	1	798.21	ADM/MONTHLY HEALTH INSUR PERMIUM REIMB FOR JAN '19	01 5121 09
RETIREE27	68516	12/18/2018	1	1,089.89	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	01 5121 01
RETIREE28	68517	12/18/2018	1	476.70	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	01 5121 02
RETIREE30	68518	12/18/2018	1	476.94	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	11 5121 11
RETIREE31	68519	12/18/2018	1	170.35	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	01 5121 09
RETIREE32	68520	12/18/2018	1	1,089.89	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	01 5121 09
RETIREE33	68521	12/18/2018	1	476.94	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	01 5121 09
RETIREE34	68522	12/18/2018	1	935.70	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	01 5121 01
RETIREE36	68523	12/18/2018	1	935.70	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JAN '19	01 5121 09
RETIREE36	68524	12/19/2018	1	1,050.15	ADM/MONTHLY HEALTH INSUR PREMIUM FOR DEC '18	01 5121 09
				15,459.27		
REYES, JAQUELINE	68485	12/6/2018	1	142.52	WD/ASGNS-1810-WL330 REFUND OVERPMT OF FEES	11 2420 11
REYES, JAQUELINE	68485	12/6/2018	2	107.48	WD/ASGNS-1810-WL330 REFUND OVERPMT OF FEES	11 2420 11

CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF DECEMBER 2018

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
REYES, JAQUELINE	68485	12/6/2018	3	(107.48)	WD/ASGNS-1810-WL330 REFUND OVERPMT OF FEES	11 4124 10
				142.52		
RICKETTS, COREY/RHIANNON	68486	12/6/2018	1	142.52	WD/ASGNB-1810-WL343 REFUND OVERPMT OF FEES	11 2420 11
RICKETTS, COREY/RHIANNON	68486	12/6/2018	2	107.48	WD/ASGNB-1810-WL343 REFUND OVERPMT OF FEES	11 2420 11
RICKETTS, COREY/RHIANNON	68486	12/6/2018	3	(107.48)	WD/ASGNB-1810-WL343 REFUND OVERPMT OF FEES	11 4124 10
				142.52		
SAN LUIS POWERHOUSE	68606	12/27/2018	1	950.00	WW/CONFINED SPACE TRAINING 11/13/18	12 6032G 12
SCHULTZ,PETER/SUSAN	68487	12/6/2018	1	285.04	WD/ASGNB-1810-WL232 REFUND OVERPMT OF FEES	11 2420 11
SCHULTZ,PETER/SUSAN	68487	12/6/2018	2	214.96	WD/ASGNB-1810-WL232 REFUND OVERPMT OF FEES	11 2420 11
SCHULTZ,PETER/SUSAN	68487	12/6/2018	3	(214.96)	WD/ASGNB-1810-WL232 REFUND OVERPMT OF FEES	11 4124 10
				285.04		
SIMMONS, KENDRA & CORY	68469	12/5/2018	1	179.75	WD/REFUND OVERPAYMENT ASSIGN FEES 024.021.042	11 2420 11
SIMMONS, KENDRA & CORY	68469	12/5/2018	2	70.25	WD/REFUND OVERPAYMENT ASSIGN FEES 024.021.042	11 2420 11
SIMMONS, KENDRA & CORY	68469	12/5/2018	3	(70.25)	WD/REFUND OVERPAYMENT ASSIGN FEES 024.021.042	11 4124 10
				179.75		
SLO COUNTY	68578	12/21/2018	1	1,876.20	WD/CHARGEABLE REPORT WRITING/INSPECTION	11 6055 11
SLO COUNTY	68578	12/21/2018	1	429.00	WD/HAZMAT DISCLOSURE STATE SITE SURCHARGE	11 6055 11
SLO COUNTY	68578	12/21/2018	1	429.00	WD/STATE SITE SURCHARGE, HAZMAT DISCLOSURE	11 6055 11
SLO COUNTY	68578	12/21/2018	1	429.00	SWF/HAZMAT DISCLOSURE STATE SITE SURCHARGE	39 6055 25
SLO COUNTY	68578	12/21/2018	1	429.00	WD/HAZMAT DISCLOSURE STATE SITE SURCHARGE	11 6055 11
				3,592.20		
SLO COUNTY EMS	68579	12/21/2018	1	65.00	FD/EMT RECERTIFICATION	01 6120A 01
SLO COUNTY IWMA	68472	12/6/2018	1	13.33	WWW/WASTE PICKUP AT PASO ROBLES LANDFILL 1ST TICKET	12 6092 12
SLO COUNTY IWMA	68472	12/6/2018	2	14.76	WWW/WASTE PICKUP AT PASO ROBLES LANDFILL 2ND TICKET	12 6092 12
SLO COUNTY IWMA	68472	12/6/2018	3	12.74	WWW/WASTE PICKUP AT PASO ROBLES LANDFILL 3RD TICKET	12 6092 12
				40.83		
SLO COUNTY PUBLIC WORKS	68607	12/27/2018	1	470.00	SWF/TESTING 11/01 - 11/30/18 BORON SULFATE	39 6091H 25
SLO SAW CONCRETE SAWING AND BR	68612	12/27/2018	1	300.00	WD/FLATSAWING ASPHALT ACROSS MOONSTONE	11 6080M 11
SM TIRE	68580	12/21/2018	1	918.60	FD/NEW TIRES FOR ENGINE 5792	01 6041L 01
SMITH, STEVEN/SUSAN	68470	12/5/2018	1	179.75	WD/REFUND OVERPMT OF ASSIGN FEE 024.021.042 WL378	11 2420 11
SMITH, STEVEN/SUSAN	68470	12/5/2018	2	70.25	WD/REFUND OVERPMT OF ASSIGN FEE 024.021.042 WL378	11 2420 11
SMITH, STEVEN/SUSAN	68470	12/5/2018	3	(70.25)	WD/REFUND OVERPMT OF ASSIGN FEE 024.021.042 WL378	11 4124 10
				179.75		
SOLENIS LLC	68581	12/21/2018	1	4,789.25	WWW/PRAESTOL K	12 6032S 12
SOMACH, SIMMONS & DUNN	68582	12/21/2018	1	397.50	WD/PROFESSIONAL SERVICES THROUGH NOVEMBER 30,2018	11 6080L 11
STANLEY CONVERGENT	68585	12/21/2018	1	514.32	FD/MONITORING CHARGE 01/01/19 - 12/31/19	01 6048 01
STATE OF CALIFORNIA	68583	12/21/2018	1	98.00	ADM/FINGERPRINTS APPS & FBI	01 6125 09
STATE WATER RESOURCE CONTROL B	68490	12/11/2018	1	65.00	WD/ANDREW CORBIN LYMAN GRADE D2 EXAM	11 6120E 11

CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF DECEMBER 2018

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
STATE WATER RESOURCE CONTROL B	68536	12/19/2018	1	2,286.00	WD/ANNUAL PERMIT FEE 07/01/18 - 06/30/19	12 6055 12
STATE WATER RESOURCE CONTROL B	68536	12/19/2018	1	16,347.00	SWF/ANNUAL PERMIT FEE 07/01/18 - 06/30/19	39 6055 25
STATE WATER RESOURCE CONTROL B	68536	12/19/2018	1	5,145.00	WW/ANNUAL PERMIT FEE 07/01/18 - 06/30/19	12 6055 12
STATE WATER RESOURCE CONTROL B	68536	12/19/2018	1	2,268.00	SWF/ANNUAL PERMIT FEE 07/01/18 - 06/30/19	39 6055 25
STATE WATER RESOURCE CONTROL B	68536	12/19/2018	1	550.00	WD/ANNUAL PERMIT FEE 07/01/18 - 06/30/19	11 6055 11
STATE WATER RESOURCE CONTROL B	68536	12/19/2018	1	75,447.00	WW/ANNUAL PERMIT FEE 07/01/18 - 06/30/19	12 6055 12
STATE WATER RESOURCE CONTROL B	68584	12/21/2018	1	345.47	WD/WATER RIGHTS DETERMINATION ISSUED 11/15/18	11 6055 11
STATE WATER RESOURCE CONTROL B	68584	12/21/2018	1	288.29	WD/WATER RIGHTS DETERMINATION ISSUED 11/15/18	11 6055 11
STATE WATER RESOURCE CONTROL B	68608	12/27/2018	1	442.00	SWF/ANNUAL PERMIT FEE	39 6055 25
				103,183.76		
STORUM, WILLIAM	68471	12/5/2018	1	164.33	WD/REFUND ASSIGN DEPOSIT APN:024.161.014 WL#408	11 2420 11
STORUM, WILLIAM	68471	12/5/2018	2	85.67	WD/REFUND ASSIGN DEPOSIT APN:024.161.014 WL#408	11 2420 11
STORUM, WILLIAM	68471	12/5/2018	3	(85.67)	WD/REFUND ASSIGN DEPOSIT APN:024.161.014 WL#408	11 4124 10
				164.33		
THE BLUEPRINTER	68549	12/21/2018	1	391.13	ADM/5000 #10 WINDOW ENVELOPES	01 6053 09
THE DOCUTEAM	68561	12/21/2018	1	562.24	ADM/BOX STORAGE AND SHELVING STANDARD PICKUP	01 6080M 09
THE GAS COMPANY	68534	12/19/2018	1	183.32	FD/GAS SVC 2850 BURTON DRIVE 10/30 - 11/30/18	01 6060G 01
THE GAS COMPANY	68566	12/21/2018	1	118.67	F&R/GAS SVC VETERANS HALL 10/22 - 11/22/18	01 6060G 02
THE GAS COMPANY	68566	12/21/2018	1	3.86	FD/GAS SVC 5490 HEATH LANE 10/25 - 11/27/18	01 6060G 01
THE GAS COMPANY	68566	12/21/2018	1	47.10	WW/GAS SERV 500 HEATH LANE #B 10/25 - 11/27/18	12 6060G 12
THE GAS COMPANY	68566	12/21/2018	1	47.10	WW/GAS SERV 5500 HEATH LANE 10/25 - 11/27/18	12 6060G 12
				400.05		
VERIZON WIRELESS	68588	12/21/2018	1	32.92	F&R/MONTHLY ON CALL CELL PHONE 11/08 - 12/07/18	01 6060C 02
VERIZON WIRELESS	68588	12/21/2018	2	74.82	WD/MONTHLY ON CALL CELL PHONE 11/08 - 12/07/18	11 6060C 11
VERIZON WIRELESS	68588	12/21/2018	3	91.24	WW/MONTHLY ON CALL CELL PHONE 11/08 - 12/07/18	12 6060C 12
VERIZON WIRELESS	68588	12/21/2018	4	47.24	FD/MONTHLY ENGINE CELL PHONE 11/08 - 12/07/18	01 6060C 01
VERIZON WIRELESS	68588	12/21/2018	5	20.08	FD/MONTHLY TABLET USAGE 11/08 - 12/07/18	01 6060C 01
VERIZON WIRELESS	68588	12/21/2018	6	20.08	FD/MONTHLY TABLET USAGE 11/08 - 12/07/18	01 6060C 01
VERIZON WIRELESS	68588	12/21/2018	7	57.24	FD/MONTHLY CELL PHONE SERV 11/08 - 12/07/18	01 6060C 01
				343.62		
WAYNE'S TIRE, INC.	68590	12/21/2018	1	427.00	F&R/REPLACE TWO TRACTOR TIRES	01 6041N 02
WAYNE'S TIRE, INC.	68609	12/27/2018	1	169.89	F&R/NEW TIRE FOR TRAILER	01 6041L 02
				596.89		
WESTERN EQUIPMENT FINANCE, INC	68491	12/13/2018	1	280.63	ADM/TORO TX 1000 DINGO WIDE TRACK PRINCIPAL	01 2520 02
WESTERN EQUIPMENT FINANCE, INC	68491	12/13/2018	2	59.22	ADM/TORO TX 1000 DINGO WIDE TRACK INTEREST	01 6180X 02
				339.85		
WINGATE, KURT/STACY	68488	12/6/2018	1	142.52	WD/ASGNS-1810-WL62 REFUND OVERPMT OF FEES	11 4124 10
WINGATE, KURT/STACY	68488	12/6/2018	1	71.26	WD/ASNSI1-1810-WL343 REFUND OVERPMT OF FEES	11 2420 11
WINGATE, KURT/STACY	68488	12/6/2018	2	53.74	WD/ASNSI1-1810-WL343 REFUND OVERPMT OF FEES	11 2420 11
WINGATE, KURT/STACY	68488	12/6/2018	3	(53.74)	WD/ASNSI1-1810-WL343 REFUND OVERPMT OF FEES	11 4124 10
				213.78		
	67272	12/4/2018	9000	(57.62)	Ck# 067272 Reversed	11 2005
	67951	12/4/2018	9000	(1,759.04)	Ck# 067951 Reversed	01 6080M 09
	68451	12/4/2018	9000	57.62	Ck# 068451->067272 Replacement	11 2005
				(1,759.04)		

CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF DECEMBER 2018

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
<i>Accounts Payable Vendor Subtotal</i>				<u>274,528.04</u>		
Fire Department Accounts Payable Subtotal				12,904.76		
Facilities & Resources Accounts Payable Subtotal				9,717.45		
Administration Accounts Payable Subtotal				44,056.58		
Water Accounts Payable Subtotal				48,340.34		
Wastewater Accounts Payable Subtotal				120,577.82		
SWF Operations Accounts Payable Subtotal				35,606.09		
SWF Capital Accounts Payable Subtotal				<u>3,325.00</u>		
<i>Accounts Payable Vendor Subtotal</i>				<u>274,528.04</u>		
AFLAC (AMER FAM LIFE INS)	6041	12/14/2018	1	100.76	VOLUNTARY INS-PRETAX	01 2162
AFLAC (AMER FAM LIFE INS)	6061	12/28/2018	1	<u>100.76</u>	VOLUNTARY INS-PRETAX	01 2162
				201.52		
AMERITAS	6070	12/31/2018	1	144.64	DENTAL INSURANCE-YER	01 5102 09
AMERITAS	6070	12/31/2018	2	14.46	DENTAL INSURANCE-YER	01 5102 09
AMERITAS	6070	12/31/2018	3	217.56	DENTAL INSURANCE-YER	11 5102 11
AMERITAS	6070	12/31/2018	4	(73.28)	DENTAL INSURANCE-YER	12 5102 12
AMERITAS	6070	12/31/2018	5	13.26	DENTAL INSURANCE-YER	01 5102 09
AMERITAS	6070	12/31/2018	6	3,508.80	DENTAL INSURANCE-YER	01 2150
AMERITAS	6070	12/31/2018	1	<u>455.00</u>	DENTAL INSURANCE-YER	01 2150
				4,280.44		
CAMBRIA COMMUNITY SERVICES DIS	6042	12/14/2018	1	50.00	MEDICAL REIMBURSEMNT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	6042	12/14/2018	2	250.00	MEDICAL REIMBURSEMNT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	6042	12/14/2018	3	200.00	MEDICAL REIMBURSEMNT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	6042	12/14/2018	4	150.00	MEDICAL REIMBURSEMNT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	6042	12/14/2018	5	200.00	MEDICAL REIMBURSEMNT	12 5122 12
CAMBRIA COMMUNITY SERVICES DIS	6042	12/14/2018	6	50.00	MEDICAL REIMBURSEMNT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	6042	12/14/2018	7	950.00	MEDICAL REIMBURSEMNT	01 2171
CAMBRIA COMMUNITY SERVICES DIS	6062	12/28/2018	1	250.00	MEDICAL REIMBURSEMENT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	6062	12/28/2018	2	50.00	MEDICAL REIMBURSEMENT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	6062	12/28/2018	3	200.00	MEDICAL REIMBURSEMENT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	6062	12/28/2018	4	150.00	MEDICAL REIMBURSEMENT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	6062	12/28/2018	5	200.00	MEDICAL REIMBURSEMENT	12 5122 12
CAMBRIA COMMUNITY SERVICES DIS	6062	12/28/2018	6	250.00	MEDICAL REIMBURSEMENT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	6062	12/28/2018	7	50.00	MEDICAL REIMBURSEMENT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	6062	12/28/2018	8	200.00	MEDICAL REIMBURSEMENT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	6062	12/28/2018	9	150.00	MEDICAL REIMBURSEMENT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	6062	12/28/2018	10	200.00	MEDICAL REIMBURSEMENT	12 5122 12
CAMBRIA COMMUNITY SERVICES DIS	6062	12/28/2018	11	<u>950.00</u>	MEDICAL REIMBURSEMENT	01 2171 01
				4,500.00		
CAMBRIA FIRE FIGHTERS LOCAL 46	6045	12/14/2018	1	240.00	DUES-FIRE IAFF	01 2160
CAMBRIA FIRE FIGHTERS LOCAL 46	6064	12/28/2018	1	<u>240.00</u>	DUES-FIRE IAFF	01 2160
				480.00		
CAMBRIA FIREFIGHTERS ASSN	6044	12/14/2018	1	165.74	RESERVE FIREFTR DUES	01 2160
EMPLOYMENT DEVELOPMENT DP	6043	12/14/2018	1	4,243.04	STATE INCOME TAX	01 2110

CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF DECEMBER 2018

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
EMPLOYMENT DEVELOPMENT DP	6043	12/14/2018	1	847.97	STATE INCOME TAX	01 2130
EMPLOYMENT DEVELOPMENT DP	6052	12/14/2018	1	-	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	6052	12/14/2018	1	1.55	STATE INCOME TAX	01 2130
EMPLOYMENT DEVELOPMENT DP	6063	12/28/2018	1	2,818.14	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	6063	12/28/2018	1	657.54	STATE INCOME TAX	01 2130
				<u>8,568.24</u>		
ICMA-VNTGPT TRSFR AGT 457	6048	12/14/2018	1	5,064.53	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	6048	12/14/2018	1	700.00	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	6067	12/28/2018	1	5,337.17	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	6067	12/28/2018	1	700.00	457 DEFERRED COMP IN	01 2141
				<u>11,801.70</u>		
IRS/FEDERAL PAYROLL TAXES	6047	12/14/2018	1	11,423.79	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	6047	12/14/2018	1	11,592.98	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6047	12/14/2018	1	3,230.16	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6053	12/14/2018	1	-	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	6053	12/14/2018	1	19.20	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6053	12/14/2018	1	4.50	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6066	12/28/2018	1	8,002.54	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	6066	12/28/2018	1	9,111.16	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6066	12/28/2018	1	2,622.22	FEDERAL INCOME TAX	01 2120
				<u>46,006.55</u>		
LINCOLN FINANCIAL GROUP	6071	12/31/2018	1	209.24	LIFE INSURANCE	01 2164
LINCOLN FINANCIAL GROUP	6071	12/31/2018	2	8.72	LIFE INSURANCE	11 5105 11
LINCOLN FINANCIAL GROUP	6071	12/31/2018	3	8.72	LIFE INSURANCE	11 5105 11
LINCOLN FINANCIAL GROUP	6071	12/31/2018	4	8.72	LIFE INSURANCE	12 5105 12
LINCOLN FINANCIAL GROUP	6071	12/31/2018	5	4.20	LIFE INSURANCE	01 5105 01
LINCOLN FINANCIAL GROUP	6071	12/31/2018	6	4.80	LIFE INSURANCE	01 5105 09
LINCOLN FINANCIAL GROUP	6071	12/31/2018	7	1.80	LIFE INSURANCE	11 5105 11
LINCOLN FINANCIAL GROUP	6071	12/31/2018	8	2.40	LIFE INSURANCE	12 5105 12
LINCOLN FINANCIAL GROUP	6071	12/31/2018	9	0.60	LIFE INSURANCE	39 5105 25
LINCOLN FINANCIAL GROUP	6071	12/31/2018	10	1.80	LIFE INSURANCE	01 5105 02
				<u>251.00</u>		
PERS HEALTH BENEFIT SERV	6072	12/31/2018	1	31,734.06	MEDICAL INSURANC-YER	01 2151
PERS HEALTH BENEFIT SERV	6072	12/31/2018	2	216.33	MEDICAL INSURANC-YER	01 5103 09
PERS HEALTH BENEFIT SERV	6072	12/31/2018	3	1,874.89	MEDICAL INSURANC-YER	01 5103 11
PERS HEALTH BENEFIT SERV	6072	12/31/2018	4	1,874.89	MEDICAL INSURANC-YER	01 5103 12
PERS HEALTH BENEFIT SERV	6072	12/31/2018	5	(0.19)	MEDICAL INSURANC-YER	01 5103 09
PERS HEALTH BENEFIT SERV	6072	12/31/2018	6	94.49	MEDICAL INSURANC-YER	01 5103 09
PERS HEALTH BENEFIT SERV	6072	12/31/2018	7	680.00	MEDICAL INSURANC-YER	01 5121 01
PERS HEALTH BENEFIT SERV	6072	12/31/2018	8	544.00	MEDICAL INSURANC-YER	01 5121 02
PERS HEALTH BENEFIT SERV	6072	12/31/2018	9	1,496.00	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	6072	12/31/2018	10	683.00	MEDICAL INSURANC-YER	11 5121 11
PERS HEALTH BENEFIT SERV	6072	12/31/2018	11	816.00	MEDICAL INSURANC-YER	12 5121 12
PERS HEALTH BENEFIT SERV	6072	12/31/2018	12	46.60	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	6072	12/31/2018	1	5,383.99	EMPLOYEE MEDICAL DED	01 2151
				<u>45,444.06</u>		
PERS RETIREMENT SYSTEM	6049	12/14/2018	1	0.02	PERS PAYROLL REMITTANCE	01 5111 09
PERS RETIREMENT SYSTEM	6049	12/14/2018	2	18,221.20	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	6054	12/14/2018	1	-	PERS PAYROLL REMITTANCE	01 5111 09

CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF DECEMBER 2018

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
PERS RETIREMENT SYSTEM	6054	12/14/2018	2	33.21	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	6068	12/28/2018	1	0.01	PERS PAYROLL REMITTANCE	01 5111 09
PERS RETIREMENT SYSTEM	6068	12/28/2018	2	17,450.90	PERS PAYROLL REMITTANCE	01 2140
				<u>35,705.34</u>		
PPBI-DIRECT DEPOSIT	6046	12/14/2018	1	3,395.00	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	6046	12/14/2018	1	58,085.29	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	6065	12/28/2018	1	3,245.00	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	6065	12/28/2018	1	47,878.78	Direct Deposit Flat	01 2152
				<u>112,604.07</u>		
SEIU LOCAL 620	6050	12/14/2018	1	309.69	SEIU UNION DUES	01 2160
SEIU LOCAL 620	6069	12/28/2018	1	309.69	SEIU UNION DUES	01 2160
				<u>619.38</u>		
				<u>270,628.04</u>		
<i>Payroll Payable Subtotal</i>						
TOTAL DISBURSEMENTS FOR DECEMBER, 2018				<u>545,156.08</u>		

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, December 13, 2018 2:00 PM

1. OPENING

A. Call to Order

President Rice called the meeting to order at 2:02 p.m.

B. Pledge of Allegiance

President Rice led the Pledge of Allegiance.

C. Establishment of Quorum

A quorum was established.

Directors present: Amanda Rice, Harry Farmer and David Pierson.

Staff Present: Acting General Manager Monique Madrid, District Counsel Timothy Carmel, Finance Manager Pamela Duffield, District Engineer Bob Gresens and Deputy District Clerk Haley Dodson.

President Rice asked that the Board consider switching agenda review and election of Board of Director Officers. The Board agreed.

D. Accept Certification by San Luis Obispo County Clerk-Recorder of November 6, 2018 Election Results

The Board accepted certification by the San Luis Obispo County Clerk-Recorder for the November 6, 2018 election results.

E. Administer Oath of Office to Newly Elected Directors

Haley Dodson administered the Oath of Office to David Pierson, Cindy Steidel and Donn Howell.

F. Election of Board of Director Officers

President Rice opened the nominations for President.

Director Howell moved to nominate David Pierson as President.

Director Steidel seconded the motion.

Public Comment:

Tom Gray
Christine Heinrichs
Donald Archer

President Rice closed the nominations for President.

Roll Call Vote:

Director Howell- Aye
 Director Steidel- Aye
 Director Pierson- Aye
 Director Farmer- Aye
 Director Rice- Aye

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

President Pierson opened the nominations for Vice President.

Director Rice moved to nominate Donn Howell as Vice President.

The motion died for the lack of a second.

Director Howell moved to nominate Harry Farmer as Vice President.

Director Steidel seconded the motion.

Roll Call Vote:

Director Howell- Aye
 Director Steidel- Aye
 Director Rice- Nay
 Director Farmer- Aye
 President Pierson- Aye

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

G. Agenda Review: Additions/Deletions

President Pierson asked for any additions or deletions.

There were no additions or deletions.

H. Report from Closed Session

District Counsel reported there was no formal action, but that the Board discussed the status of the recruitment of a General Manager.

2. PUBLIC SAFETY (Estimated time 5 Minutes per item)**A. Sheriff's Department Report**

Commander Manuelle provided a summary of recent activities in Cambria for the Sheriff's Department.

B. CCSD Fire Chief's Report

Chief Hollingsworth provided a report of recent activities in Cambria.

Public Comment:

Elizabeth Bettenhausen
 Kathe Tanner

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

Public Comment:
Elizabeth Bettenhausen

4. CONSENT AGENDA (Estimated time: 15 Minutes)

- A. CONSIDERATION TO ADOPT THE OCTOBER 2018 AND NOVEMBER 2018 EXPENDITURE REPORTS
- B. CONSIDERATION TO ADOPT THE NOVEMBER 15, 2018 REGULAR MEETING MINUTES
- C. CONSIDERATION OF ADOPTION OF RESOLUTION 41-2018 APPOINTING TERI LORD TO THE PARKS, RECREATION AND OPEN SPACE COMMITTEE
- D. CONSIDERATION OF ADOPTION OF RESOLUTION NO. 37-2018 AMENDING DISTRICT SIGNATORIES FOR MANAGEMENT OF LOCAL AGENCY INVESTMENT FUND (LAIF) MONIES
- E. CONSIDERATION OF ADOPTION OF RESOLUTION 42-2018 UPDATING THE ASSIGNMENT OF BANKING POWERS FOR CAMBRIA COMMUNITY SERVICES DISTRICT

President Pierson asked for any items to be pulled.

Director Rice pulled item 4.C.

Public Comment:
None

Director Rice moved to approve the consent agenda with the exception of item 4.C.

Director Steidel seconded the motion.

Roll Call Vote:
Director Rice- Aye
Director Steidel- Aye
Director Howell- Aye
Vice President Farmer- Aye
President Pierson- Aye

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

Director Rice moved to approve item 4.C. and recognized Teri Lord for volunteering to step up for this.

Director Howell seconded the motion.

Roll Call Vote:
Director Rice- Aye
Director Howell- Aye
Director Steidel- Aye
Vice President Farmer- Aye
President Pierson- Aye

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

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

A. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 38-2018 ESTABLISHING THE 2019 CCSD REGULAR BOARD MEETING SCHEDULE

Acting General Manager Madrid introduced the item and provided a brief summary of the item.

President Pierson suggests having two meetings a month.

Director Howell agrees with having two meetings a month and suggests consideration of an evening meeting.

Director Rice suggested setting two meetings in January. One meeting would be a town hall meeting to discuss the 2019 goals and another meeting for regular Board business.

Director Howell moved to have the January meeting as proposed and to have a town hall meeting to discuss the matter and have the executive committee meet with staff and determine costs and problems with having two meetings a month.

President Pierson suggests amending the motion to include committees and designation of who is on each committee and a meeting to discuss 2019 goals at the town hall meeting.

Director Howell accepted the amendment.

There was no roll call vote.

District Counsel stated that the bylaws require that we establish regular meeting dates and times by resolution and the resolution needs to be modified.

President Pierson moved that the January and February meetings both be at 2:00 p.m.

Director Rice seconded the motion.

There was no roll call vote.

District Counsel stated the title will be changed to a Resolution of the Board of Directors of the Cambria Community Services District Establishing the January and February 2019 CCSD Regular Meeting Dates. Be it resolved that the Board of Directors of the Cambria Community Services District does hereby establish the January regular meeting date as January 17, 2019 at 2:00 p.m. and the February regular meeting date as February 28, 2019 at 2:00 p.m.

Director Rice moved to approve Resolution 38-2018 as amended by District Counsel.

Vice President Farmer seconded the motion.

Roll Call Vote:

Director Rice- Aye

Vice President Farmer- Aye

Director Steidel- Aye

Director Howell- Aye

President Pierson- Aye

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

Director Rice asked to set a date for the town hall meeting.

President Pierson stated the town hall meeting will be a special meeting and will consist of discussing the formation of standing committees, committee assignments and 2019 Board goals.

Director Rice moved to set a special meeting town hall meeting to discuss committee assignments, organization and 2019 Board goals on January 3, 2019 at 5:30 p.m.

Director Howell seconded the motion.

Roll Call Vote:

Director Rice- Aye

Director Howell- Aye

Director Steidel- Aye

Vice President Farmer- Aye

President Pierson- Aye

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

B. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 39-2018 ESTABLISHING A 180-DAY WAIT PERIOD EXCEPTION AND TO HIRE ROBERT GRESENS AS A RETIRED ANNUITANT

Acting General Manager Madrid introduced the item and provided a brief summary of the item.

Public Comment:

Christine Heinrichs

Director Rice moved to approve Resolution 39-2018 establishing a 180-day wait period exception and to hire Robert Gresens as a retired annuitant.

Director Steidel seconded the motion.

Roll Call Vote:

Director Rice- Aye

Director Steidel- Aye

Director Howell- Aye

Vice President Farmer- Aye

President Pierson- Aye

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

C. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 40-2018 AMENDING THE DISTRICT SALARY SCHEDULE TO ESTABLISH A PAY SCHEDULE FOR THE POSITION OF STRATEGIC AND ORGANIZATIONAL ADVISOR AND APPROVAL OF AN EMPLOYMENT AGREEMENT WITH PAAVO OGREN

Acting General Manager Madrid introduced the item and turned it over to District Counsel, who provided a brief summary of the item.

Public Comment:

Christine Heinrichs

Mr. Ogren was available to answer questions.

Director Rice moved to adopt Resolution 40-2018 amending the district salary schedule to establish a pay schedule for the position of Strategic and Organizational Advisor and approval of an employment agreement with Paavo Ogren.

Director Steidel seconded the motion.

Roll Call Vote:

Director Rice- Aye

Director Steidel- Aye

Director Howell- Aye

Vice President Farmer- Aye

President Pierson- Aye

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

Mr. Ogren provided the Board with an introduction.

D. DISCUSSION AND CONSIDERATION OF PURCHASE OF A SERVICE/CRANE TRUCK AND APPROVAL OF RESOLUTION 43-2018 TO FINANCE THE PURCHASE

Acting General Manager Madrid introduced the item and turned it over to District Engineer Robert Gresens, who provided a brief summary of the item.

Director Rice moved to purchase a service/crane truck with cash from the Wastewater Department Fund.

Director Howell seconded the motion.

Roll Call Vote:

Director Rice- Aye

Director Howell- Aye

Director Steidel- Nay

Vice President Farmer- Aye

President Pierson- Nay

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

The Board took a 5-minute break and reconvened at 4:38 p.m.

E. DISCUSSION AND CONSIDERATION OF APPROVAL OF BUDGET POLICY

Acting General Manager Madrid introduced the item and turned it over to Director Howell, who provided some revisions to the policy.

The Board discussed the policy and suggested revisions.

Director Steidel discussed the final revisions to the budget policy:

1.F. Overhead allocation: allocation to the enterprise funds are necessary, should be is necessary.

2.D. second paragraph: temporary employees will be represented in chart of the number of staffing to fill the need of District, should be temporary employees represented in org chart to give a clear picture of the staffing required to fill the needs of the District.

Item 1: second paragraph, third bullet establish spending controls, insert District needs and Board objectives.

The next paragraph down, "or" other policies.

Page 2:

D: second paragraph next to last sentence, temporary employees will be represented in org chart to give a clear picture of the staffing required to fill the needs of the District.

E: second sentence. Each year prior to budget preparation, the GM should evaluate the needs and solicit appropriate committee feedback relative to acquiring or replacing.

Page 3:

Under F overhead allocation the last sentence the word are is changed to is necessary.

3rd paragraph single sentence: the best method of the four criteria defined above.

G: second paragraph first sentence arbitrary changed to discretionary.

H: Structure the last sentence must contain the best estimates of the following Loan repayments: spaces after loan emergency.

Add departments to Overhead Allocation.

Remove reference to Proposition 218.

Director Rice moved to approve the budget policy as amended by Director Steidel.

Director Howell seconded the motion.

Roll Call Vote:

Director Rice- Aye

Director Howell- Aye

Director Steidel- Aye

Vice President Farmer- Aye

President Pierson- Aye

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

F. DISCUSSION REGARDING AMENDING SECTION 8.04.110 OF THE CCSD MUNICIPAL CODE RELATING TO THE AFFORDABLE HOUSING PROGRAM AND PROVIDING DIRECTION TO STAFF

Acting General Manager Madrid introduced the item and turned it over to District Counsel, who provided a brief summary of the item.

President Pierson suggested giving the item back to staff to come up with clear verbiage of what the old ordinance says and what the new one says and to add the breakdown to the staff report. The County has a provision for enforcement and that information will make it much clearer how the Board can move forward. He made a phone call to Peoples' Self-Help Housing and they are going to be in front of the Planning Commission on 1/10/2019; they asked if the Board would support their position. He

stated he didn't know if the Board could pass a resolution here to support them because it's not on the agenda, but it would be appropriate for someone to go to the meeting. There would be two years of funding and construction would start as early as 2021.

Director Rice stated the County will update the housing element. This is a timely change a little ahead of schedule and she tends to think that there are some issues with changes. If District Counsel thinks it's not much of a workload going forward, Director Rice does want to incentivize the lowest side and would like to see something preventing it from becoming a hotel.

Director Pierson would suggest establishing an ad hoc to work with District Counsel.

President Pierson would like Director Rice and Director Steidel to work with District Counsel to come up with proper wording and work on 50% off on connection fees.

G. DISCUSSION REGARDING POTENTIAL EXPANSION OF FIRE HAZARD FUEL REDUCTION PROGRAM AND DEVELOPMENT OF A DEFENSIBLE SPACE PROGRAM

Acting General Manager Madrid introduced the item and turned it over to Chief Hollingsworth, who provided a brief summary of the item.

Public Comment:
Crosby Swartz

Director Howell moved to direct staff to pursue it at a lower level and bring it back to the Board at some point with more information.

President Pierson suggesting letting the Fire Safe Focus Group do the study and bring the information to the Board.

The Board reached consensus to do this.

H. DISCUSSION AND CONSIDERATION OF APPROVAL OF A CONSULTANT SERVICES AGREEMENT WITH CIO SOLUTIONS AND TO AUTHORIZE THE ACTING GENERAL MANAGER TO EXECUTE THE AGREEMENT

Acting General Manager Madrid introduced the item and provided a brief summary of the item.

Director Rice moved to approve a consultant services agreement with CIO Solutions and to authorize the Acting General Manager to execute the agreement.

Director Howell seconded the motion.

Roll Call Vote:
Director Rice- Aye
Director Howell- Aye
Director Steidel- Aye
Vice President Farmer- Aye
President Pierson- Aye

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

I. DISCUSSION AND CONSIDERATION TO APPOINT A DELEGATE TO VOTE ON BEHALF OF THE CCSD FOR THE LAFCO SPECIAL DISTRICT REPRESENTATIVE AT THE ANNUAL CALIFORNIA SPECIAL DISTRICT

ASSOCIATION MEETING; CONSIDERATION OF ALTERNATIVE QUORUM PROCEDURE, NOMINATING A BOARD MEMBER AS A CANDIDATE, AND SELECTION OF A CANDIDATE TO SUPPORT

District Counsel introduced the item and provided a brief summary of the item.

Director Rice moved to appoint President Pierson to represent the District at the CSDA annual meeting and to approve the alternative quorum procedure.

Director Steidel seconded the motion.

Roll Call Vote:

Director Rice- Aye

Director Steidel- Aye

Director Howell- Aye

Vice President Farmer- Aye

President Pierson- Aye

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

6. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

A. Board Member, Committee and Liaison Reports

Vice President Farmer attended the PROS meeting and addressed the PROS goals regarding establishing bike paths and installing bike racks in Cambria. They discussed moving the Schoolhouse to the Pocket Park at the end of Bridge Street and making a possible easement across the creek into Tin City. The move needs to take place by February 2020. The FHFRP had 18 Cal Poly students plant seedlings in the forest for Monarch butterflies. The Forest Committee had three grants regarding the Monterey Pine plan. The NCAC meeting was on 11/28 and a new facility opened on 12/3 next to the Chevron station. There will be a meeting on vacation rentals at the next NCAC meeting on 1/16 at the Vets Hall from 5:30 p.m.- 6:30 p.m. The regular NCAC meeting will follow at 6:30 p.m.

Director Rice reported that she's resigning from the Finance Committee, so there isn't a Brown Act issue. The emergency access road seriously misrepresented the Board discussion; she wrote a letter and it went through District Counsel. It was fairly significant.

President Pierson would like the PROS recommendation on next month's agenda.

i. Infrastructure Committee Report

Karen Dean provided a report to the Board.

Director Rice moved to extend the time past the four-hour limit to 6:45 p.m.

Director Steidel seconded the motion.

Roll Call Vote:

Director Rice- Aye

Director Steidel- Aye

Director Howell- Aye

Vice President Farmer- Aye

President Pierson- Aye

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

ii. David Pierson - Finance Committee Report

President Pierson reported on the Finance Committee. They made progress on policies and created an Ad Hoc Committee and the Acting General Manager was able to go to a meeting and get a PowerPoint on how to write a Reserve Policy and it's being forwarded to the Ad Hoc Committee. The next meeting is on January 10, 2019 at the fire station to look at the mid-year budget and in February they will look at the final monies and budget for the rest of this fiscal year. The February meeting will be in the Vets Hall kitchen area.

7. MANAGER'S REPORT

A. Acting General Manager's Report

Acting General Manager Madrid provided a brief summary of the General Manager's report.

President Pierson asked that staff bring back list of mandatory trainings to the Board and said he would like to see a copy of the SDRMA report.

President Pierson doesn't want to repair streetlights. He would like PG&E to replace the lights.

B. Finance Manager's Report

Finance Manager Pamela Duffield provided a brief summary of the Finance Manager's report.

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

Director Rice would like to add amending the bylaws, which includes changes to the meeting schedule and potential changes to the 4-hour limit if the Board ends up with two meetings. She voiced the need to have the Historical Society issue before the Board and said she would like to see the street lighting information come to the Board, but that it doesn't have to be in January. She would like to create a policy to shut the lights off at night.

Director Rice moved to have a resolution recognizing the service of Director Bahringer. He's been here eight years and elected twice and he continues to want to serve the community. She thinks it would be appropriate to have one for Robert Gresens and Aaron Wharton as well.

President Pierson seconded the motion.

Roll Call Vote:

Director Rice- Aye

President Pierson- Aye

Director Steidel- Aye

Director Howell- Aye

Vice President Farmer- Aye

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

9. ADJOURN TO CLOSED SESSION (Estimated time 60 Minutes)

President Pierson adjourned to closed session at 6:22 p.m.

- A.** PUBLIC EMPLOYMENT Pursuant to Government Code Section 54957
Title: General Manager

DRAFT

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.C.**FROM: Monique Madrid, Acting General Manager
Haley Dodson, Deputy District Clerk-----
Meeting Date: January 17, 2019Subject: CONSIDERATION OF ADOPTION OF
RESOLUTION 01-2019 APPOINTING
JIM BAHRINGER AS AN ALTERNATE
TO THE PARKS, RECREATION AND
OPEN SPACE COMMISSION AND TO
APPROVE THE PROPOSED GOALS &
OBJECTIVES OF THE COMMISSION**RECOMMENDATIONS:**

Staff recommends that the Board of Directors adopt Resolution 01-2019 appointing Jim Bahringer as an Alternate to the Parks, Recreation and Open Space (PROS) Commission. Staff also recommends that the Board consider approval of the proposed 2019 PROS Commission Goals and Objectives.

FISCAL IMPACT:

No new fiscal impacts have been identified by the recommended action.

DISCUSSION:

Section 7.08.010 of the CCSD Municipal Code provides for a PROS Commission. Commissioners are appointed by the Board of Directors and serve four-year terms and until they are replaced. Sections III. A and E of the PROS By-Laws provide as follows:

- A. The Commission shall consist of five members with full voting privileges. Commission shall interview applicants and forward recommendations on appointments for consideration by the Board of Directors. Commissioners shall be appointed by a majority vote of the Board of Directors.
- E. From the PROS recommended list of applicants, the CCSD Board of Directors may appoint up to three Alternate Commissioners who may substitute for absent members at the request of the Chair. Such Alternate Commissioners may participate in any PROS activities, as directed by the Commission Chair, but shall not have vote on matters of interest to the Commission unless serving in the place of a Regular Commission Member.

The PROS Commission held their regular meeting on January 8, 2019, at which they took action to recommend that the CCSD Board of Directors appoint Jim Bahringer to the Commission as an Alternate. Mr. Bahringer would replace Teri Lord, who was appointed a Commissioner on December 13, 2018.

Accordingly, the attached Resolution has been prepared for consideration by the Board of Directors to make the recommended appointment.

The PROS Commission met on December 4, 2018 and discussed its 2019 goals and objectives. The 2019 proposed goals and objectives are as follows:

2019 Proposed PROS Commission Goals

1. Continue working with the County on the Burton Drive Pedestrian Path. Consider an alternative for the portion of Burton Drive from the intersection of Eaton Road to the bridge that might be more practical.
2. Work with the County of San Luis Obispo on the establishment of additional Bike Paths throughout the community of Cambria.
3. Work with the Buildout Reduction Committee regarding selection of the lots identified within their draft report to ensure that lots within the report, when appropriate, be purchased and retired as open space.
4. Work to create and establish East Ranch recreational purposes.

Attachments: J. Bahringer's Application
 PROS Appointment Schedule
 Resolution 01-2019
 2018 PROS Goals

 BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___PIERSON___FARMER___RICE___STEIDEL___HOWELL___



Parks, Recreation & Open Space Commission

COMMISSIONER APPLICATION

The recruitment is open until filled. For more information, please review the enclosed PROS Bylaws. Return completed applications to:

**Cambria Community Services District
Attention: Deputy District Clerk
P.O. Box 65
1316 Tamsen Street, Suite 201
Cambria, CA 93428**

The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to publicly disclose their personal assets and income. Individuals must also disqualify themselves from participating in decisions, which may affect their personal financial interests. PROS members are required by law to file a Statement of Economic Interest (see enclosed Resolution 10-2018).

NAME: Bahringer James P
Last First MI

Home Address: [Redacted] Cambria CA 93428
Street City Zip

Home Phone: [Redacted] Cell Phone [Redacted]

E-mail address: [Redacted]

I have been a registered voter at the address listed above since: 1999
Year

If less than 6 months, place and date of last voter registration: _____
Address Date

Are you a registered voter in Cambria? (X) yes () no

Enter qualifications and interest in the position below.

Community involved, Land owner.
Past CCSD Director

RECEIVED

NOV 20 2018

CAMBRIA CSD

If additional space is needed, please use the reverse side of the application.

Signature: [Handwritten Signature]

Date: 11/20/18

CAMBRIA COMMUNITY SERVICES DISTRICT



PARKS, RECREATION AND OPEN SPACE COMMISSION

APPOINTMENT SCHEDULE

Adopted by the Board of Directors on 1/18/2018

Revised on October 4, 2018 per Resolution 28-2018

Revised on November 15, 2018 per Resolution 34-2018

Revised on December 13, 2018 per Resolution 41-2018

Commissioner	Date Appointed	Term Expiration
Steve Kniffen - Chair	12/17/2015	12/31/2019
Kermit Johansson	11/15/2018	11/15/2022
Adolph Atencio	12/17/2015	12/31/2019
Joyce Renshaw	10/4/2018	10/4/2022
Teri Lord	12/13/2018	12/13/2022
Stanley Cooper-Alternate	10/4/2018	10/4/2020
Vacant-Alternate		

Ex Officio Members	Date Appointed
Friends of the Fiscalini Ranch Preserve	2/1/2010
Coast Unified School District	2/1/2010

RESOLUTION NO. 01-2019
January 17, 2019

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
APPOINTING JIM BAHRINGER AS AN ALTERNATE TO THE
PARKS, RECREATION AND OPEN SPACE COMMISSION

WHEREAS, Section 7.08.010 of the CCSD Municipal Code provides for a Parks, Recreation and Open Space (PROS) Commission, with commissioners who are appointed by the Board of Directors and who serve four-year terms and until they are replaced; and

WHEREAS, in accordance with the PROS By-Laws, the PROS Commission has recommended that the Board of Directors appoint Jim Bahringer as an Alternate to the Commission.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cambria Community Services District that Jim Bahringer is hereby appointed as an Alternate to the Parks, Recreation and Open Space Commission.

PASSED AND ADOPTED THIS 17th day of January, 2019.

	<p style="text-align: center;">_____</p> <p style="text-align: center;">David Pierson, President Board of Directors</p>
<p>ATTEST:</p> <p style="text-align: center;">_____</p> <p>Haley Dodson Deputy District Clerk</p>	<p>APPROVED AS TO FORM:</p> <p style="text-align: center;">_____</p> <p>Timothy J. Carmel District Counsel</p>

CAMBRIA COMMUNITY SERVICES DISTRICT

DIRECTORS:

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



OFFICERS:

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

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

PROS 2018 Goals & Objectives

Adopted by the Board of Directors on 3/22/2018

1. Continue working with the County on the Burton Drive Pedestrian Path. Consider an alternative for the portion of Burton Drive from the intersection of Eaton Road to the bridge that might be more practical.
2. Work with the County of San Luis Obispo on the establishment of additional Bike Paths throughout the community of Cambria.
3. Work with the Buildout Reduction Committee regarding selection of the lots identified within their draft report to ensure that lots within the report, when appropriate, be purchased and retired as open space.
4. Work to create fields and acquire funds for the fields.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.D.**

FROM: Monique Madrid, Acting General Manager

Meeting Date: January 17, 2019Subject: DISCUSSION AND CONSIDERATION
OF APPROVAL OF INTERFUND
LOAN POLICY**RECOMMENDATIONS:**

Staff recommends that the Board of Directors discuss and consider approval of the attached proposed Interfund Loan Policy.

FISCAL IMPACT:

The adoption of an Interfund Loan Policy (the "Policy") will ensure that future interfund loans meet Board-approved standards, including being temporary in nature, and properly documented, including loan amounts, an identified repayment source and a repayment schedule.

BACKGROUND:

Interfund loans are loans from one District fund to another for a designated purpose. At its August 2018 meeting, the Board of Directors approved an Interfund Loan Agreement for a loan from the General Fund to the Wastewater Fund. At that time, it was also recommended that the Board discuss and provide direction regarding creating a policy to govern future interfund loans. The Board referred the matter to the Finance Committee to develop such a policy.

At its November 29, 2018 meeting, the Finance Committee approved the subject draft Interfund Loan Policy for consideration by the Board of Directors. The minutes of the discussion at the November 29, 2018 Finance Committee meeting are attached for reference.

As stated in the draft Policy, its purpose is to ensure that all interfund loans are appropriate, properly documented, and not established to the detriment of the fund issuing the loan.

Interfund loans, which must be approved by a resolution of the Board of Directors, may be made for the following reasons:

- To offset timing differences in cash flow;
- To provide for interim financing in conjunction with obtaining long-term financing;
- For short-term borrowing in place of external financing;
- To provide operating capital for utility funds while the customer base increases;
- For other needs as deemed appropriate by the Board of Directors.

Under the Policy, interfund loan funds may only be used for the purpose identified in the authorizing resolution and outstanding loans must be reflected in budgets and annual financial

statements. The Policy also requires interfund loan recommendations and agreements to include the loan amount, an identified repayment source and the date or timing of repayment. Loans can be for a maximum of seven (7) years; however, they are to be “temporary” in the sense that no permanent diversion of the lending fund results from the failure to repay by the borrowing fund. Interest is required to be included for loans from the Water and Wastewater Funds, and may be included in loans from the General Fund to the Water or Wastewater Funds.

Attachments: Draft Interfund Loan Policy
November 29, 2018 Finance Committee Minutes

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___PIERSON ___ FARMER ___ RICE___ STEIDEL ___ HOWELL___

**CAMBRIA COMMUNITY SERVICES DISTRICT
INTERFUND LOAN POLICY****PURPOSE**

This policy documents requirements and responsibilities to be followed regarding borrowing between funds of the Cambria Community Services District.

The purpose of this policy is to ensure that all interfund loans are appropriate, properly documented, and not established to the detriment of the fund issuing the loan.

POLICY

Interfund loans may not be used to solve ongoing structural budget problems. Interfund loans should be limited to addressing short-term issues within one fund (e.g., a major emergency repair).

Interfund loan recommendations and agreements must include the loan amount, an identified repayment source and the date or timing of repayment. Repayment of all loans will be made within a maximum of seven (7) years of the loan being made.

The term of the interfund loan may continue over a period of more than one year, but must be “temporary” in the sense that no permanent diversion of the lending fund results from the failure to repay by the borrowing fund. Additionally, interfund loans should not hinder the accomplishment of any function or project for which the lending fund was established.

The agreements may include an interest component that equals the investment earnings the fund would have received had the loan not occurred. Amounts loaned from the Water and Wastewater funds to other District funds must include an interest component. Loans made from the District General Fund to either the Water or the Wastewater Fund may include interest at the discretion of the Board and as recommended by the Finance Manager.

The Board of Directors must approve all interfund loans by resolution. The interfund loan agreement will be included as an exhibit to the resolution.

Payments made on outstanding loans shall be reflected in the proposed and adopted operating budget and in the annual financial statements. The annual financial statements will also include the loan amount, term, rate of interest, and amount of interest due on the total amount of the loan.

If the borrowing fund continues to maintain a negative cash balance for periods beyond the term of the loan, scheduled payments should be postponed until the fund has a positive cash balance.

Postponement of any loan payment shall not be for more than one year in duration, unless approved by Board resolution. Interest should continue to accrue and be added to the principal of the loan.

Modifications to existing loans may be made only with Board approval.

DEFINITION

Interfund loans are loans from one District fund to another District fund for a designated purpose.

Interfund loans may be made for the following reasons:

- To offset timing differences in cash flow;

**CAMBRIA COMMUNITY SERVICES DISTRICT
INTERFUND LOAN POLICY**

- To provide interim financing in conjunction with obtaining long-term financing;
- For short-term borrowing in place of external financing;
- To provide operating capital for utility funds while the customer base increases;
- For other needs as deemed appropriate by the Board of Directors.

Interfund loan monies may only be used for the purpose identified in the authorizing resolution. Records of interfund loan transactions will be maintained in accordance with generally accepted accounting principles and will reflect the balances of loans in every fund affected by such transactions.

SAMPLE LOAN DOCUMENT

INTERFUND LOAN AGREEMENT

The Cambria Community Services District (“District”) hereby adopts this Interfund Loan Agreement (“Agreement”) authorizing the transfer of funds by and between the Cambria Community Services District General Fund (“General Fund”) and the Cambria Community Services District Wastewater Fund (“Wastewater Fund”).

RECITALS

- A. The Wastewater Fund requires an interfund loan in order to fund a shortfall from the _____ Fiscal Year of \$_____ that was the result of unanticipated and necessary repairs at the Wastewater Treatment Plant, and to address deficiencies in the District’s wastewater infrastructure and system.
- B. The District desires and has the resources necessary to facilitate an interfund loan from the General Fund to the Wastewater Fund.
- C. This Agreement is executed for the purpose of evidencing the obligation of the Wastewater Fund to the General Fund for the repayment of monies loaned to the Wastewater Fund by the General Fund.

AGREEMENT

1. The District agrees to transfer from the General Fund to the Wastewater Fund the amount of _____ as of _____.
2. The term of this interfund loan shall be for a five (5) year period and shall accrue interest at a simple rate of _____ per annum.
3. The Wastewater Fund shall make annual payments based upon the Repayment Schedule contained in Exhibit “A,” attached hereto and incorporated herein by reference. The Wastewater Fund shall repay the General Fund in full by _____.
4. District staff is directed to make necessary appropriation adjustments to effectuate this interfund loan.
5. District staff is directed to appropriately record this loan in the District’s ledger system and subsequent financial reports, as necessary.

IN WITNESS WHEREOF, this Agreement is executed by duly authorized officers of the Cambria Community Services District this ___ day of _____, 20__.

Excerpt from minutes of November 29, 2018 Finance Committee meeting**B. Discussion Regarding Progress Made on Interfund Loan Policy**

Chairman Pierson introduced the item and stated he made minor adjustments to the policy. If the committee agrees with the policy, he would accept a motion to approve the policy.

Committee member Rice said she was okay to move the policy to the Board for consideration.

Mrs. Duffield commented that the Sample Loan Document provided in the policy doesn't reflect the repayment term of seven (7) years that the Board agreed to.

Chairman Pierson said it's just a sample.

Mrs. Duffield suggests changing sample letter to approved seven (7) year term.

Committee member Rice said it should be changed to read fewer than seven (7) years or a maximum of seven (7) years.

Public Comment:

Mike Lyons: Prop 218 was a vote to get money for specific funds. Will the Board answer to ratepayers about where funds are used from Prop 218 revenue? How are they going to defend using the funds if the public objects to using Prop 218 funds for interfund loan transfers?

Committee member Rice stated that the interfund loan policy is for the General Fund to loan money to the Enterprise Funds. We can't take money from an Enterprise Fund and give it to the General Fund, but an Enterprise Fund can repay a loan from the General Fund. Taking money from Prop 218 and using it for other things is illegal.

Chairman Pierson said the rules are very restrictive on Prop 218 funds.

Public Comment:

Karen Dean: It might be an issue that people will think you're loaning monies between the three enterprise funds.

Chairman Pierson asked if he should put in a maximum loan term?

Mrs. Duffield said yes, a maximum of seven (7) years. In the policy it says the amount of interest to be charged for these loans will be calculated using the investment rate earned by the San Luis Obispo County Treasury. Why are we using San Luis Obispo County Treasury rates?

Committee member Rice said the Board should make the decision on the interest rate when an interfund loan is made. The policy should suggest using what's in the Local Agency Investment Fund (LAIF) or whatever interest rate is reasonable.

Mrs. Duffield suggests removing the San Luis Obispo Treasury sentence.

Public Comment:

Donn Howell: In the same paragraph it speaks about Enterprise Funds loaning to other District funds and it should be changed.

Committee member Rice said yes, it needs to be changed.

Chairman Pierson asked if we should get rid of the two sentences about San Luis Obispo Treasury and the one Donn brought up about Enterprise Funds loaning to other District funds?

The committee agreed.

Chairman Pierson said the changes to the policy are: 1) repayment of all loans will be made within a maximum of seven (7) years, and 2) delete the two sentences in paragraph four in the policy section.

Committee member Rice said maybe we should change the sample loan document to eliminate references to dates, terms, and dollar amounts to prevent confusion. We should put blanks where those references are, and they can be filled in when the agreement is prepared.

Committee member Rice made a motion to accept the following changes to the policy: 1) repayment of all loans will be made within a maximum of seven (7) years, and 2) delete the two sentences in paragraph four in the policy section and to eliminate references to dates, terms, and dollar amounts in the sample loan document. We should put blanks where those references are, and they can be filled in when the agreement is prepared.

Vice Chair Siegler seconded the motion.

The motion was approved: 5-Ayes (Rice, Siegler, Pierson, Steidel, Lee), 0-Nays, 0-Absent

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.E.**

FROM: Monique Madrid, Acting General Manager

Meeting Date: January 17, 2019 Subject: CONSIDERATION OF APPROVAL OF
 FIRST AMENDMENT TO
 MEMORANDUM OF
 UNDERSTANDING REGARDING
 JOINT USE OF COAST UNION HIGH
 SCHOOL TENNIS COURTS

RECOMMENDATIONS:

Staff recommends that the Board of Directors approve the First Amendment to Memorandum of Understanding Regarding Joint Use of Coast Union High School Tennis Courts. The proposed change will clarify that service dogs are allowed at the courts.

FISCAL IMPACT:

There are no fiscal impacts associated with this agenda item.

BACKGROUND:

In 2004, the CCSD, the Coast Unified School District (“CUSD”) and the Cambria Tennis Club entered into a Memorandum of Understanding (the “MOU”) regarding joint use of the tennis courts at Coast Union High School. Under the MOU, the CCSD constructed two tennis courts at Coast Union High School with grant funds, and donated the finished project to CUSD. The MOU also contains the terms of the joint use of the tennis courts by the CCSD, CUSD and the Tennis Club.

One of the sections in the MOU is “Court Rules,” which includes a provision that states “No animals are allowed on or around the courts at any time.” The CUSD has requested the MOU be amended to clarify the language in the Court Rules to allow for use of the tennis courts by individuals with service animals. Accordingly, the attached First Amendment to Memorandum of Understanding Regarding Joint Use of Coast Union High School Tennis Courts is being presented to the Board of Directors for approval of the proposed change.

Attachments: First Amendment to Memorandum of Understanding Regarding Joint Use of Coast Union High School Tennis Courts

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___PIERSON ___ FARMER ___ RICE___ STEIDEL ___ HOWELL___

**FIRST AMENDMENT TO MEMORANDUM OF UNDERSTANDING REGARDING
JOINT USE OF COAST UNION HIGH SCHOOL
TENNIS COURTS**

This First Amendment (“Amendment”) to the Memorandum of Understanding Regarding Joint Use of Coast Union High School Tennis Courts (“MOU”), is made and entered into by Coast Unified School District, a public school district organized and existing pursuant to California law (“School District”), the CAMBRIA COMMUNITY SERVICES DISTRICT, a special services district organized and existing pursuant to California law (“CCSD”), and the CAMBRIA TENNIS CLUB, INCORPORATED, a Non-profit Public Benefit Corporation organized and existing pursuant to California law (“TENNIS CLUB”).

RECITALS

- A. The Parties entered into that certain MOU dated June 24, 2004 regarding the construction of new tennis courts and ongoing access and joint use of the new and existing tennis courts on the School District’s Coast Union High School property; and
- B. The Parties now wish to modify and amend the MOU solely for the purposes of setting forth a clarification of the use of the tennis courts by individuals with service dogs; and
- C. The modifications stated herein below reflect the true intent of the Parties.

NOW, THEREFORE, in consideration of the foregoing, the Parties mutually agree as follows:

- 1. Article 2, section 4, subdivision (c) of the MOU is amended to now state the following:
 - (c) No animals are allowed on or around the courts at any time, with the exception of service dogs. Service dogs must be effectively controlled at all times while on or around the courts.
- 2. Except as otherwise expressly set forth herein, all other provisions of the MOU shall remain in full force and effect.
- 3. This Amendment may be signed in counterparts such that signatures appear on separate signature pages. A copy or original of this document with all signature pages appended together shall be deemed a fully executed Amendment. The Parties agree that faxed signatures or emailed signatures in portable document format (“PDF”) are binding for this Amendment.
- 4. This Amendment shall be effective upon execution by the Parties and approval or ratification by the Board of the School District.

IN WITNESS WHEREOF, the Parties have, by their duly authorized representatives, executed this Agreement:

SCHOOL DISTRICT:

CCSD:

COAST UNIFIED SCHOOL DISTRICT

CAMBRIA COMMUNITY SERVICES DISTRICT

By: _____

By: _____

Name:
Title:
Date:

Name:
Title:
Date:

TENNIS CLUB:

**CAMBRIA TENNIS CLUB,
INCORPORATED**

By: Paul W Carlson

Name: PAUL W CARLSON
Title: PRESIDENT
Date: OCTOBER 25, 2018

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.A.**

FROM: Monique Madrid, Acting General Manager

Meeting Date: January 17, 2019

Subject: DISCUSSION AND CONSIDERATION
OF PROS COMMISSION
RECOMMENDATIONS REGARDING
LEASE OR PURCHASE OF CCSD
PROPERTY BY THE CAMBRIA
HISTORICAL SOCIETY FOR
RELOCATION OF THE SANTA ROSA
SCHOOLHOUSE

RECOMMENDATIONS:

Staff recommends that the Board of Directors discuss and consider the PROS Commission's recommendations regarding the lease or purchase of CCSD property by the Cambria Historical Society for the relocation of the historic Santa Rosa Schoolhouse (the "Schoolhouse").

FISCAL IMPACT:

The Cambria Historical Society has proposed various scenarios to acquire a site for the relocation of the Schoolhouse at a nominal cost. Therefore, if approved, any lease or sale will not result in a significant financial gain to the District.

BACKGROUND:

The PROS Commission recently reviewed a proposal and options presented by the Cambria Historical Society for relocation of the Schoolhouse to a CCSD parcel through either a lease or purchase. The options presented were:

- 1) A transfer of ownership of the Historical Center Park at 2284 Center Street (APN 013-264-021) to the Cambria Historical Society for the "intangible consideration" of providing a public benefit by assuming, on this site, the responsibility residing in the District charter and in the PROS mission statement of providing a park serving our community, while also relieving the District of maintenance of one of its many park properties. Or
- 2) A long-term, renewable philanthropic lease of the Historical Center Park, with Cambria Historical Society assuming all or most of the costs of a necessary drainage pipe realignment, as well as all the costs to obtain Moving, Minor Use and Building permits, and all costs of moving, building, restoring, landscaping and maintaining the Schoolhouse building and grounds. Or
- 3) A long-term, renewable philanthropic lease agreement for occupying a portion of the District parcel at Main & Santa Rosa Creek Road (the former

Dog Park, APN 013-151-045), with the Cambria Historical Society sharing infrastructure costs in greater or lesser degree (subject to negotiation) and the Society assuming all costs of securing Moving, Minor Use and Building permits, all costs of moving, building, restoring, landscaping and all costs of maintaining the Schoolhouse building, a surrounding schoolyard and a detached restroom. Or

- 4) Purchase of the Historical Center Park by the Cambria Historical Society as per the offer-of purchase letter sent to the District in care of Manager Gruber on August 17, 2018.

At its December 4, 2018 meeting, the PROS Commission made the following recommendations:

- a. we would ask the acting General Manager to have legal counsel look at all the options to see if there are any legal problems involved with any of the options.
- b. we would recommend that the Historical Museum look into acquiring Parcel APN 013264024 (the triangle parcel) and if acquired to grant an easement across the land for a bicycle trail.
- c. we would stress again the need to move forward and let the Museum start the application process and give them permission, allowing them access to the pocket park land
- d. we finally recommend that CCSD be ready to allow the Museum to move the school house temporarily if they should run out of time to another piece of CCSD owned land.

All recommendations were moved by Commissioner Johannsen and seconded by Commissioner Atencio and passed unanimously.

(Staff assumes that the above references to "Museum" should actually be to the Historical "Society.")

In presenting their proposal, the Cambria Historical Society expressed concerns regarding Article XVI, Section 6 of the California Constitution and the issue of "gift of public funds." District Counsel has reviewed that concern and indicated that there were no legal problems with any of the proposed options. Any transfer of ownership or a long-term lease at a nominal amount would not constitute a prohibited gift of public funds. The issue of gift of public funds turns on whether or not there is a public purpose associated with the expenditure or thing of value being given. In that respect, courts have long held that the determination of "public purpose" lies with the legislative body. In addition, the concept of what constitutes a public purpose is liberally construed and the determination of the legislative body is upheld unless it is totally arbitrary.

The Cambria Historical Society's proposal is to either transfer ownership of or enter into a long-term lease for CCSD property for the purpose of providing a site for the relocation and preservation of the historic Schoolhouse building as a facility for the community, which is a use that can be deemed to constitute a public purpose. District Counsel has also suggested that if the transaction takes the form of a sale of the District's property, it should include recordation of

a covenant designed to assure that the property would be used for that purpose in perpetuity, with a provision that it would revert back to the District if the use was discontinued. In addition, to the extent there are any concerns about a District water meter on the Historic Center Park property, the covenant should be structured to assure that the meter is not transferable, and could only be used to serve the Schoolhouse, any related restroom facilities and landscaping on the property.

It is recommended that the Board of Directors consider the Cambria Historical Society's proposal and PROS Commission recommendations and provide direction regarding how to proceed. In addition, concerns have been expressed regarding allowing the Cambria Historical Society access to the District's properties for any necessary studies or review as part of obtaining County approval for the relocation of the Schoolhouse. Staff recommends approving such access to the extent it is necessary.

Finally, it should be noted that the Brown Act permits the Board to hold a closed session for the purpose of providing direction to its negotiator regarding the price and terms of the sale or lease of real property (Government Code Section 54956.8), should the Board want to do so.

Attachment: November 26, 2018 letter from Historical Society to PROS Commission

 BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___PIERSON ___ FARMER ___ RICE___ STEIDEL ___ HOWELL___

Cambria

HISTORICAL SOCIETY

P.O. Box 906 Cambria, CA 93428



Member of The National Trust for Historic Preservation

The Guthrie-Bianchini House

November 26, 2018

To: The PROS Commission, Cambria Community Services District

From: The Cambria Historical Society Board of Directors

For: PROS meeting of December 4, 2018

Subject: Cambria Historical Society Board requests to lease and/or purchase District properties

To the Commission:

The Cambria Historical Society is committed to preserving and making available to the community the open gardens of our original historic house museum, the museum itself, the recently restored Maggetti House and the archives and collections it houses. We envision moving and preserving the 1881 Santa Rosa Schoolhouse for the particular benefit of our community's families and children, offering our youth and family historical activities programs in the Schoolhouse and schoolyard, as well as opening both to visitors as we do the museum.

As the Commission is aware, the Historical Society (CHS) was deeded the Schoolhouse by the Lions Club in January of this year. The Society is obliged to relocate the building off the former Lions property by February 6, 2020.

Shortly before receiving title, we approached the CCSD Board exploring the possibility of relocating the Schoolhouse to a CCSD parcel through either lease or purchase. At their regular meeting in February the CCSD Board referred the matter to the PROS Commission. *We understand that this will become an action item for the CCSD Board only upon receipt of a recommendation from PROS.*



The Historical Society, while pursuing other property options, met for exploratory discussions at several PROS meetings between March and August. On August 17th the CHS Board sent a letter to former District Manager Gruber offering purchase of CCSD's Historical Center Park property. Mr. Gruber acknowledged receipt of the letter on August 22nd. Apparently it did not make its way to PROS.

We have recently met with Acting Manager Madrid in hopes of moving the process along. She has asked that we submit a prioritized list of our desired options for consideration at your December meeting so that a recommendation might go forward from you to the CCSD Board. At the November regular meeting of the CHS Board of Directors, it was motioned and unanimously approved that we seek from the CCSD, in order of preference:

- 1) A transfer of ownership of the Historical Center Park at 2284 Center Street (APN 013-264-021) to the Cambria Historical Society for the "intangible consideration" of providing a public benefit by assuming, on this site, the responsibility residing in the District charter and in the PROS mission statement of providing a park serving our community, while also relieving the District of maintenance of one of its many park properties. *or*
- 2) A long-term, renewable philanthropic lease of the Historical Center Park, with Cambria Historical Society assuming all or most of the costs of a necessary drainage pipe realignment, as well as all the costs to obtain Moving, Minor Use and Building permits, and all costs of moving, building, restoring, landscaping and maintaining the Schoolhouse building and grounds. *or*
- 3) A long-term, renewable philanthropic lease agreement for occupying a portion of the District parcel at Main & Santa Rosa Creek Road (the former Dog Park, APN 013-151-045), with the Cambria Historical Society sharing infrastructure costs in greater or lesser degree (subject to negotiation) and the Society assuming all costs of securing Moving, Minor Use and Building permits, all costs of moving, building, restoring, landscaping and all costs of maintaining the Schoolhouse building, a surrounding schoolyard and a detached restroom. *or*
- 4) Purchase of the Historical Center Park by the Cambria Historical Society as per the offer-of-purchase letter sent to the District in care of Manager Gruber on August 17, 2018.

We are providing additional pertinent information on each of these options (Attachment A) which should be useful in deciding which option(s) you would recommend and what staff research and action is needed.

Our Board thanks you for considering our requests. Board President John Ehlers and I will be attending your December 4th meeting to answer any questions you may have. Please feel free to contact me beforehand if you like.

Sincerely,

Laurel Stewart
Schoolhouse Project Manager
805-927-1580 coastaloll@yahoo.com

ATTACHMENT A

Option #1 – Transfer ownership of 2284 Center St. in exchange for continuation of a public benefit

- Article XVI, Section 6 of the California Constitution would prevent the District from making a gift of “public funds” (any public resources, including land), even to our nonprofit corporation. But this is not a “gift” if “adequate legal consideration” is made in exchange. In this case, the District would be transferring a public resource in exchange for the Historical Society assuming responsibility for an existing District park, assuming the District’s current burden of maintenance and committing to continue the public benefit it provides. The Schoolhouse would be an added amenity, we would restore the demonstration garden and we would maintain both for the use of the community. Our understanding is that another important question is whether this public resource (the park parcel) is to be used for a “public” or a “private” purpose. If for a “public purpose”, it might not be a gift within the meaning of Article XVI, Section 6. Of course District Counsel would want to weigh in on this.
- We will need to connect to the water meter and sewer line serving this parcel.

Option #2 – Lease of 2284 Center St., the Historical Center Park

- We are really thinking philanthropic in regard to a lease: something such as a 99-year, \$1/year renewable lease, commencing as soon as possible.
- As landlord, the District would have review of the project and associated contracts and grant awards.
- The 60” high-density polyethylene drainage pipe or culvert underlying the property runs at a shallow diagonal from the NW corner of the parcel to a creek bank outfall. Because the building cannot be placed above it, County would require moving the drainage pipe from its current path to run parallel with the west side property line back from its inlet at the sidewalk to a new manhole, then turn to run to the current outflow point just below the bank. (email, 12/21/2017, Dave Flynn, Deputy Director of Public Works)
- We will need to connect to the water meter and sewer line serving this parcel.

Option #3 – Lease for placing Schoolhouse on former Dog Park, Main Street

- This option is only viable once Mr. and Mrs. Bahringer, who have indicated a willingness to do so, negotiate with the CCSD to amend the covenant recorded on this property. The covenant as currently recorded does not allow for any buildings on this parcel other than a public office. CCSD Director Bahringer will be able to begin the amendment process with the District only after he is off the Board in December.
- Again, we are thinking in terms of something like a 99-year, \$1/year renewable lease commencing as soon as possible.
- As landlord, the District would have review of the project and associated contracts and grant awards.

- We have not yet learned from District staff where connections to water and sewer could be made on this property, and both are necessary to comply with County requirements that to locate the Schoolhouse on this parcel we would have to build an ADA accessible restroom, either next to the Schoolhouse or near the west side property line (adjacent to the neighboring church parking lot). We would need to negotiate whether any cost-sharing would be appropriate for running lines.
- A gravel driveway, turnaround or hammerhead, a paved accessible parking space and possibly as many as 4 standard gravel parking spaces would be necessary on this parcel for this project. Cost for the driveway improvement might be all our responsibility or shared, subject to negotiation.

Option #4 – Purchase of 2284 Center St., the Historical Center Park

- This is one of three District parcels determined to be unencumbered and surplus, and brought by staff to the CCSD Board for possible sale. We do not know if this parcel has been appraised yet.
- The Society made an offer-of-purchase by letter to Manager Gruber on August 17, 2018 in the amount of \$5,000.
- We will need to connect to the water meter and sewer line serving this parcel.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.B.**

FROM: Monique Madrid, Acting General Manager

Meeting Date: January 17, 2019

Subject: DISCUSSION AND CONSIDERATION OF SCHEDULING A WORKSHOP TO RECEIVE PUBLIC INPUT ON DESIRED KNOWLEDGE, SKILLS AND ABILITIES OF FUTURE GENERAL MANAGER

RECOMMENDATION:

Staff recommends that the Board of Directors schedule a workshop to receive public input regarding the desired knowledge, skills and abilities of a General Manager.

FISCAL IMPACT:

The fiscal impact of this public workshop includes the cost of preparation and attendance by staff, Board of Directors meeting charges (\$100 per Director in attendance), AGP video costs, and miscellaneous expenses, such as the cost of ink and paper related to the agenda packet. The number of staff members and Directors who would be involved is unknown at this time. Therefore, no definitive dollar amount can be determined for this item.

DISCUSSION:

At the December 13, 2018 regular Board meeting and again at the January 3, 2019 special Board meeting, the CCSD Board of Directors expressed an interest in setting a date to invite the public to comment on the knowledge, skills and abilities they would like to see in a General Manager.

This item is presented to allow the Board to select a date to hold the public workshop. Staff will arrange for AGP to create a video of the meeting to allow for viewing by the public on the internet at AGP's website.

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___PIERSON___FARMER___RICE___STEIDEL___HOWELL___

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.C.**FROM: Monique Madrid, Acting General Manager
Paavo Ogren, Strategic and Organizational Advisor

Meeting Date: January 17, 2019

Subject: DISCUSSION AND CONSIDERATION OF
RESOLUTION 02-2019 AUTHORIZING
THE GENERAL MANAGER TO NOMINATE
STAFF TO THE SLO COUNTY WATER
RESOURCES ADVISORY COMMITTEE
(WRAC)**RECOMMENDATION:**

Staff recommends the Board of Directors consider adoption of Resolution 02-2019 authorizing the General Manager to nominate staff as the CCSD representative and alternate to the San Luis Obispo County WRAC.

FISCAL IMPACT:

None.

DISCUSSION:

WRAC advises the County Board of Supervisors concerning all policy decisions relating to water resources of the County's Flood Control and Water Conservation District. Monthly meetings of the WRAC typically occur the first Wednesday of each month, which requires travel to and from San Luis Obispo. Meetings cover a broad range of subjects, including County-wide water master planning, annual resource management reporting, and regulatory updates. The current committee bylaws are attached.

Membership on the committee is open to various agencies and groups throughout the County, including the CCSD. Each agency/group may have a member and an alternate. Agencies nominate candidates to serve on the WRAC, who are then confirmed by the Board of Supervisors.

Each agency is represented either by all elected officials, all staff members or some combination thereof. Robert Gresens was the previous CCSD representative on the WRAC. The CCSD alternate attends the committee meeting in place of the member when the member is unable to attend. Any decision or recommendation to the Board of Supervisors shall require a majority vote by committee members present, or their alternates, for passage.

The staff recommendation to authorize the General Manager to nominate staff as the CCSD representative and alternate to the San Luis Obispo County WRAC is based on consistency with the following:

1. CCSD Resolution 36-2014 has already authorized the General Manager to appoint staff as District representatives to the Regional Water Management Group (RWMP), which is a "sibling" of the WRAC.
2. Discussions during the January 3, 2019 special meeting of CCSD included discussion of both the RWMP and WRAC appointments with general concurrence that staff appointments are appropriate.

Attachments: Resolution 02-2019
WRAC Bylaws

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___PIERSON___FARMER___RICE___STEIDEL___HOWELL___

RESOLUTION 02-2019
JANUARY 17, 2019

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
AUTHORIZING THE GENERAL MANAGER TO NOMINATE STAFF AS MEMBERS ON
THE SAN LUIS OBISPO COUNTY WATER RESOURCES ADVISORY COMMITTEE

WHEREAS, membership on the San Luis Obispo County Water Resources Advisory Committee (WRAC) is open to various agencies and groups throughout the County, including the Cambria Community Services District; and

WHEREAS, each agency may have a member and an alternate; and

WHEREAS, the WRAC Bylaws allow membership to include either elected officials or staff; and

WHEREAS, agencies provide nominations for formal appointment by the San Luis Obispo County Board of Supervisors.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cambria Community Services District that the General Manager is hereby authorized to nominate staff to the San Luis Obispo County Water Resources Advisory Committee.

PASSED AND ADOPTED this 17th day of January, 2019.

David Pierson, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Haley Dodson
Deputy District Clerk

Timothy J. Carmel
District Counsel

**SAN LUIS OBISPO COUNTY FLOOD CONTROL
AND WATER CONSERVATION DISTRICT
WATER RESOURCES ADVISORY COMMITTEE
BYLAWS**

ARTICLE I Purposes of the Committee

1. To advise the County Board of Supervisors concerning all policy decisions relating to the water resources of the San Luis Obispo County Flood Control and Water Conservation District. The Committee shall determine the needs and financial capabilities of the District with respect to water resources and upon deliberation shall convey their recommendations to the Board of Supervisors.
2. To recommend to the Board of Supervisors specific water resource and water conservation programs with recognition of the economic and environmental values of the programs. Further, to recommend to the Board of Supervisors other programs concerning the objectives and purposes of the San Luis Obispo County Flood Control and Water Conservation District Act.
3. To recommend methods of financing water resource programs.

ARTICLE II Members

1. Membership on the Committee shall be available to the following agencies or groups (agencies):
 - a. Each Incorporated City
 - b. Each Supervisorial District
 - c. Each Water Serving Independent Special District
 - d. Each California Water District
 - e. Each Groundwater Sustainability Agency not otherwise represented on this Committee
 - f. Each Resource Conservation District
 - g. Atascadero Mutual Water Company
 - h. California Men's Colony
 - i. Camp San Luis Obispo
 - j. Cuesta Community College
 - k. Golden State Water Company
 - l. County Farm Bureau
 - m. Environmental At-Large (3 members)
 - n. Agriculture At-Large (2 members)
 - o. Development At-Large (1 member)
2. Each agency or group may have a member and an alternate. No member or alternate shall represent more than one agency or group.
3. Members (and alternates) for agencies shall be nominated by their agency and confirmed by the Board of Supervisors.

WRAC BYLAWS

Page 2 of 4

4. Members (and alternates) for the Supervisorial Districts shall be nominated by the Supervisor of that district and confirmed by the Board of Supervisors. Such representatives shall reside in, and represent their District at the pleasure of the District's supervisor.
5. The two Agricultural At-Large members (and their alternates) shall be selected by the Board of Supervisors from applicants engaged in production agriculture. Their terms shall be for two years, to be replaced or reaffirmed in February of odd numbered years.
6. The three Environmental At-Large members (and their alternates) shall be selected by the Board of Supervisors from applicants with a record of membership in one or more environmental groups and/or independent environmental activism. Their terms shall be for two years, to be replaced or reaffirmed in February of odd numbered years.
7. The Development At-Large member (and alternate) shall be selected by the Board of Supervisors from applicants engaged in the building and construction industry. Preference shall be given to applicants that have written support from an organization that represents the home or commercial building industry. Their terms shall be for two years, to be replaced or reaffirmed in February of odd numbered years.
8. Members are encouraged to provide an update on water resource issues relevant to their group or agency at least once per year.
9. Three successive unexcused absences of a member without notifying the Committee, if no alternate is representing the member, shall be cause for the member to be dropped from the Committee and the member and the member's agency shall be notified and nomination of a new representative requested. If the agency is non-responsive, the membership position for that member will be terminated two months after notification. The agency may reapply for a representative at a later date. For At-Large positions the seat on the committee may be opened for nomination of a replacement member after the second month has passed since notification.
10. This Committee shall comply with all applicable laws, including the Ralph M. Brown Act.
11. Members and alternates serve at the pleasure of the Board of Supervisors.

ARTICLE III Meetings

1. Meetings shall be held on the first Wednesday of each month except for July and August. If a majority vote of members present in a regular meeting approve, the July and/or August meeting may be held, and any regular meeting may be postponed if it would fall on a holiday.
2. Meetings shall begin at 1:30 p.m. and shall continue for no more than two hours unless extended time is approved by a majority vote.
3. The Chairperson, or the Vice Chairperson in the Chairperson's absence, may call a Special Meeting after proper notification of the Committee members. Proper notification shall be deemed to have been met if such notification is written and is delivered

Adopted August 15, 2017

personally, by mail, by email with a confirmation receipt, or by direct contact by telephone at least 24 hours in advance of the scheduled meeting.

4. Meetings may be canceled by vote of the committee in a meeting. If there are insufficient items to justify a meeting it may be canceled by agreement between the Chairperson and Secretary. Notice of canceled meetings shall be the same as for special meetings.
5. Twelve members, or their alternates in their absence, shall constitute a quorum.
6. Any decision or recommendation to the Board of Supervisors shall require a majority vote by Committee members present, or their alternates, for passage.
7. Every member agency shall have one vote. This vote may be cast by the member or the alternate.
8. Meetings shall be open to the public and members of other governmental agencies. Visitors may express opinions or make requests during public comment. The Chairperson may open and close the meeting to public comment.
9. The Committee may create an ad hoc subcommittee for a specific period of time to review specific matters before the Committee. The subcommittee shall be appointed by the Chair and consist of members and alternates of the Committee. The Chair may also appoint members of the public to a subcommittee, subject to majority approval by the WRAC and the Brown Act and provided that such members of the public do not constitute a majority of the subcommittee. The Chair will ensure that the subcommittee does not contain a quorum of the Committee. The subcommittee shall report its findings and conclusions to the Committee for further consideration by the Committee.

ARTICLE IV Officers

1. Officers of the Committee shall consist of the Chairperson, Vice-Chairperson and Secretary.
2. The Chairperson and Vice-Chairperson of the Committee shall be selected from the members of the Committee and elected by a majority vote of the members present. The Secretary shall be County Public Works staff assigned annually by the County Public Works Department Director.
3. Election of Officers shall be done annually at the March meeting of the Committee.
4. Vacated elected offices shall be filled by election/appointment by the Committee. The Vice-Chairperson shall assume the Chairpersonship in the event of absence of the Chairperson.

ARTICLE V Administration

WRAC BYLAWS

Page 4 of 4

1. The Secretary, in cooperation with the Chairperson, shall prepare the agenda for each regular and special meeting of the WRAC. Any WRAC member may contact the Secretary and Chairperson and request that an item be placed on the regular meeting agenda no later than 4:30 p.m. twelve calendar days prior to the applicable meeting date. Such a request must be also submitted in writing either at the time of communication with the Secretary or delivered to the County Public Works Department within the next working day. Consideration of the request by the Secretary, in cooperation with the Chairperson, for inclusion on the agenda will be limited to include review for consistency with District and Board of Supervisors priorities, the mandate of the WRAC, and available time.
2. The Chairperson, in cooperation with the Secretary, shall prepare an Annual Report for review by the WRAC no later than the March meeting date. The Annual Report shall include a summary of WRAC activities, actions and outcomes for the previous year, and current status of continuing efforts. The Annual Report shall be forwarded to the Board of Supervisors after review by the WRAC.
3. Bylaws shall be reviewed biannually for recommended updates or more often if requested by the Board of Supervisors.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.D.**

FROM: Monique Madrid, Acting General Manager

Meeting Date: January 17, 2019

Subject: DISCUSSION AND CONSIDERATION
OF ANNUAL REVIEW OF BOARD OF
DIRECTORS BYLAWS**RECOMMENDATIONS:**

Staff recommends that the Board of Directors discuss and consider the Board Bylaws and provide direction regarding any changes they would like to have brought back at the February regular meeting for adoption, including the regular Board meeting days.

FISCAL IMPACT:

There is minimal fiscal impact associated with the Board's annual review of the Bylaws; however, increasing the number of regular monthly meetings will increase administrative costs. A rough estimate of the administrative expenses for a regular Board meeting is attached.

DISCUSSION:

Section 10.1 of the Board of Directors Bylaws provides that they are to be reviewed annually at the first regular meeting in January. Any amendments are to be considered for adoption at the first regular meeting in February. Accordingly, attached is a copy of the current Board Bylaws, as revised on July 26, 2018 per Resolution 24-2018, for the Board's review and consideration.

At the Board of Directors special meeting on January 3, 2019, there was discussion regarding holding two regular Board meetings per month. Additional discussion was held with the Board President, Vice President, Acting General Manager and Strategic and Organizational Advisor. During this meeting, the general discussion included holding two meetings per month, one week apart. It was proposed that the meetings be held on the second and third Thursdays of each month. They would be limited to three hours in length and a 4/5ths vote would be required to extend the meeting beyond the three-hour limit.

The suggestion is made to assist in limiting the length of the meeting to a period of time which would allow for good decisions and productive discussions to occur. The agenda packet would be produced in its entirety for the initial meeting. The items addressed at the first meeting would be the following sections: Opening, Public Safety, Public Comment (general), Board Member and Committee reports, General Manager report, Finance Manager report, and the Consent agenda. If time allows, regular agenda items would then be addressed. Any items not completed at the first meeting would be presented for consideration at the second meeting. An amended **agenda only** would be produced to advise the public of the completed items and those remaining to be considered. No additional agenda packet will be produced. The original agenda packet materials will be available on the CCSD website and in the CCSD Administrative Office as is the regular practice.

Attachments: Regular Board Meeting Estimate
2018 Board of Directors Bylaws

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___PIERSON___FARMER___RICE___STEIDEL___HOWELL___

REGULAR BOARD MEETING ESTIMATE

	Hours	Total
Staff - Regular Hours	105	\$7,263.67
Staff - Overtime Hours	10	\$599.06
District Counsel - Agenda/Meeting/Closed Session	20	\$3,700.00
Office Supplies		\$97.50
AGP Video Recording & Live Streaming		\$775.00
Grand Total		\$12,435.23

BYLAWS

COMPLIANCE WITH FEDERAL OR STATE LAW

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

1. OFFICERS OF THE BOARD OF DIRECTORS

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

2. MEETINGS

- 2.1 Regular meetings of the Board of Directors shall be on the fourth Thursday of each calendar month in the Veterans Memorial Hall, located at 1000 Main Street, Cambria, unless otherwise directed by the Board of Directors. The time for holding Regular meetings of the Board of Directors shall be established by resolution.
- 2.2 Pursuant to the Brown Act:
 - (a) Board Members may briefly respond to statements or questions from the public; and
 - (b) Board Members may, on their initiative or in response to public questions, ask questions for clarification, provide references to staff or other resources for factual information, or request staff to report back at a subsequent meeting; and
 - (c) The President of the Board or a Board majority in open session may take action to direct staff to place a matter on a future agenda.
- 2.3 Meeting Length. The business at regular meetings of the Board of Directors, including any scheduled closed sessions, shall be conducted for no more than a four-hour period, unless extended by a four-fifths (4/5th) vote of the Board. In the event there are remaining items on the agenda at the end of the four-hour period, the Board may adjourn the meeting to a specific date and time in accordance with the provisions of Government Code Section 54955. The intent and purpose of this policy is to encourage a reasonable time period in which the Board of Director's business is discussed and to protect against fatigue in discussing and deciding important District issues.

3. AGENDAS

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

- 3.2 A block of time shall be set aside to receive general public comment. Comments on items on the agenda should be held until the appropriate item is called. Public comment shall be directed to the President of the Board and limited to three minutes unless extended or shortened at the President's discretion.
- 3.3 Those items on the CCSD agenda, which are considered to be of a routine and non-controversial nature, are placed on the Consent Agenda. These items shall be approved, adopted, and accepted by one motion of the Board of Directors.
 - (a) Board members may request any item listed under Consent Agenda be removed from the Consent Agenda, and the Board will take action separately on that item.
 - (b) A Board member may ask a minor question, for clarification, on any item on the Consent Agenda. The item may be briefly discussed for clarification and the questions will be addressed along with the rest of the Consent Agenda.
 - (c) When a Board member wishes to pull an item simply to register a dissenting vote, the Board member shall inform the presiding officer they wish to register a dissenting vote without discussion. These items will be handled along with the rest of the Consent Agenda, and the District Clerk will register a "no" vote in the minutes.

4. PREPARATION OF MINUTES

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

- 4.5 The District Clerk shall attempt to record the names and general place of residence of persons addressing the Board, the title of the subject matter to which their remarks related, and whether they spoke in support or opposition to such matter.
- 4.6 Whenever the Board acts in a quasi-judicial proceeding such as in assessment matters, the District Clerk shall compile a summary of the testimony of the witnesses.

5. MEMBERS OF THE BOARD OF DIRECTORS

- 5.1 Information that is exchanged before meetings shall be distributed through the District Clerk, and all Directors will receive all information being distributed.
- 5.2 Directors shall at all times conduct themselves with courtesy to each other, to staff and to members of the audience present at Board meetings.
- 5.3 Individual Directors have the right to disagree with ideas or opinions, while being respectful. Once the Board of Directors takes action, Directors should not create barriers to the implementation of said action.
- 5.4 At the President's discretion District Counsel shall act as parliamentarian.

6. AUTHORITY OF DIRECTORS

- 6.1 The Board of Directors is the unit of authority within the CCSD. Apart from their normal function as a part of this unit, Directors have no individual authority. As individuals, Directors may not commit the CCSD to any policy, act or expenditure.
- 6.2 Directors do not represent any fractional segment of the community, but are rather a part of the body, which represents and acts for the community as a whole.
- 6.3 The primary responsibilities of the Board of Directors are:
 - (a) The formulation and evaluation of policy.
 - (b) Monitoring the CCSD's progress in attaining its goals and objectives.
 - (c) Appointment of a General Manager to handle all matters concerning the operational aspects of the CCSD.

7. DIRECTOR GUIDELINES

- 7.1 Board Members, by making a request of the General Manager, shall have access to information relative to the operation of the CCSD. If the General Manager cannot provide the requested information in a timely manner the General Manager shall inform the individual Board Member why the information is not or cannot be made available.
- 7.2 A Board Member's individual involvement in District personnel matters or the day-to-day operations of the District can potentially create liability, demonstrates a disregard for the proper command structure of the District, and jeopardizes the administrative appeals process. To ensure Board Members' conduct complies with CCSD's Municipal Code, Personnel Policies, and California law, to affirm CCSD's administrative hierarchy and the Board's delegation of authority, and to protect the integrity of the administrative appeals process, **Board Members must not involve themselves or interfere in personnel matters or the day-to-day operations of the District.** Such matters are under the authority of the General Manager. Board Members should recognize and respect the General Manager's authority to handle personnel matters and the other operations of the District. The Board Members shall deal with the personnel matters and the other operations of the District through the General Manager, except for the purpose of inquiry, and no Board Member shall give orders or instructions to any subordinates of the General Manager. The General Manager shall take orders and instructions from the Board of Directors only when sitting in a duly convened meeting of the Board of Directors, and no individual Board Member shall give any orders or instructions to the General Manager. When presented with questions or complaints from citizens or staff related to operational and personnel matters, Board Members should listen to the concerns expressed and either: (1) confer with the General Manager to advise of the concerns; or (2) refer the individual to the General Manager for resolution of their concerns. Board Members must not bypass the authority of the General Manager. If the

concern is being made against the General Manager, the Board Member should confer with the District's General Counsel.

8. DIRECTOR COMPENSATION

- 8.1 Directors may receive compensation of one hundred dollars (\$100.00) for each authorized meeting attended or for each day of service rendered as a Director.
- 8.2 The following are authorized meeting for which a Director may be compensated:
 - (a) Regular Board meetings.
 - (b) Special Board meetings.
 - (c) Advisory or Committee meetings.
 - (d) Training or educational seminars, conferences or webinars.
 - (e) Negotiation sessions.
 - (f) Depositions.
 - (g) Meetings with District consultants, engineers, or other professionals for the purpose of conducting District business or potential business.
 - (h) Any other activity the Board requests a member attend in advance of attendance.
- 8.3 Director compensation shall not exceed six days of service in any calendar month.
- 8.4 In no event shall any Director's compensation exceed \$100.00 per day or \$600.00 per month.
- 8.5 Each Board Member is entitled to reimbursement for their travel, meals, lodging and other actual and necessary expenses incurred in the performance of the duties required or authorized by the Board pursuant to Government Code Section 53232.2
- 8.6 Board Members shall provide brief reports on meetings attended at the expense of the District at the next regular Board meeting, as provided by Government Code Section 53232.3.

9. COMMITTEES

- 9.1 All Board committees shall be Members appointed by the Board President with concurrence of the full Board.

- 9.2 All committees shall meet within the jurisdictional boundaries of CCSD except, as may be permitted by the Brown Act.
- 9.3 The Board may appoint such AD HOC committees as may be deemed necessary or advisable. The duties of the AD HOC committee shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made. AD HOC committees shall meet on an as needed basis.
- 9.4 Standing Committees:
 - (a) Standing Committees may be created at the Boards discretion. Standing Committees may consider CCSD related issues assigned to it on a continuing basis.
 - (b) All Standing Committees shall be conducted as public meetings in accordance with the Brown Act. Summary notes for each meeting of a Standing Committee shall be forwarded to the Board of Directors as a public record.

10. BOARD BYLAW REVIEW POLICY

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

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.E.**FROM: Monique Madrid, Acting General Manager
Paavo Ogren, Strategic and Organizational Advisor

Meeting Date: January 17, 2019 Subject: DISCUSSION AND CONSIDERATION OF APPOINTMENT OF FINANCE, RESOURCES & INFRASTRUCTURE, AND POLICY COMMITTEE MEMBERS AND TO PROVIDE OVERALL DIRECTION TO EACH COMMITTEE

RECOMMENDATIONS:

Staff recommends that the Board of Directors appoint members to the Finance, Resources & Infrastructure, and Policy Committees and provide overall direction to the committees as deemed appropriate. Staff is also seeking direction from the Board to create a bylaw template for the three (3) committees, bring the template back to the Board for approval, and then to provide it to the committees so that they can develop their own sets of bylaws for committee guidance.

FISCAL IMPACT: None.**DISCUSSION:**

At the special meeting on January 3, 2019, the Board appointed one (1) Director to each of the standing committees, which is illustrated in the following table along with the other existing committee members.

2019 COMMITTEE AND SUBJECT MATTER ASSIGNMENTS

STANDING COMMITTEE ASSIGNMENTS			
	Director	Public Member	
Finance	Steidel	Ted Siegler Dewayne Lee Vacant Vacant Vacant	2019 TBD
Resources & Infrastructure	Howell	Karen Dean Mike Lyons Vacant Vacant Vacant	2019 TBD
Policy	Rice	Vacant Vacant Vacant Vacant Vacant	2019 TBD

The Board also established that the committees will include five (5) members of the public, to be appointed by the Board after considering recommendations that may be provided by individual Board members. District staff has posted a notice of committee vacancies on the District's website at <https://www.cambriacsd.org/finance-policy-and-resources-infrastructure-standing-committee-vacancies> with an application for interested individuals to complete and submit. Applications received on or before Wednesday, January 16, 2019, will be provided to Board members (with copies available to the public) so that the Board can consider filling appointments at the January meeting.

In addition, at the January 3, 2019 meeting, the Board discussed providing general direction to the committees, while seeking detailed feedback from them. For example, the Board discussed that the role of Director, acting as the committee chair, would include: a) providing guidance to the committee, so that its efforts are aligned with District goals, b) setting the committee agenda, and c) staff coordination.

Staff also met with the Board President and Vice President during normal agenda review to discuss committee roles. The following is a list that the Board may wish to consider in providing direction or guidance to standing committees.

- The Director appointed to a committee shall be the committee chair, with the following roles:
 - To set the agendas.
 - To provide guidance.
 - To coordinate with staff.
 - To vote in the event of a tie.
- The committees shall appoint other officers:
 - The committees shall appoint a vice-chair and a secretary.
 - The secretaries shall be responsible for taking minutes of the meetings.
- The Board assigned specific goals to the committees, which are reflected in Attachment "A."
 - Committees need to review the goals and recommend priorities to the Board.
 - Committees should consider additional goals that they may wish to recommend to the Board.
 - Committees should develop mission statements or comparable statements for Board consideration that provide the public with an overall understanding of the purpose and scope of the committee.
 - Committees need to establish their meeting dates while considering the timing of Board meetings and the other committees.
 - Committees that choose to record their meetings will need to provide the recordings to staff to comply with records retention requirements.
- The committees shall provide direction to staff to identify and develop bylaws for review.
 - Staff will create a draft bylaw template for each standing committee.

- Committees need to review the bylaws that are developed and provide revisions to the Board. Committees can consider additional bylaws that they may wish to recommend to the Board.
- Staff will customize the bylaws based on the committees' recommendations.
- The committee bylaws will be brought forth to the Board for approval.

At the January 8, 2019 Resources and Infrastructure Committee meeting, the draft guidelines referenced below were considered. The committee recognized that the Board had set some direction and took action to recommend the following for Board consideration at this time:

1. Membership – The committee requests the ability to add additional members of the public to any ad-hoc committee established by the standing committee, so that that more than two members of the public can participate in ad-hoc deliberations while maintaining compliance with the Brown Act.
2. CCSD Director on committees? – No action was taken by the committee.
3. Liaison Members of each committee – The committee acted to recommend that the committee chairs of the Resource and Infrastructure Committee and the Finance Committee act as liaisons with each other to help ensure the efficient coordination between the two committees.
4. Terms of Service – The committee recommends two-year terms coinciding with normal election cycles, and that correspondence with committee members in December of each year requesting each public member confirm whether they will continue to serve for the second year.
5. Combining Committees – No action was taken by the committee.
6. Meeting Minutes and Recordings – The committee recommended that they should be allowed to:
 - a. Record meetings that will be downloaded to the District website and maintained for at least one year
 - b. Take "action" minutes
 - c. Allow public to submit written statements for the record
7. Timing of meetings – Item deferred until the full committee has been appointed by the Board.
8. Committee Officers – The committee requests that they are allowed to appoint a committee secretary from the public who may not be a committee member.
9. Concerns of the Infrastructure Committee - Item deferred until the full committee has been appointed by the Board, so that their statement can be prepared consistent with the Board's guidance on mission statements or an equivalent statement.

Lastly, similar to the Resources and Infrastructure committee, the Finance Committee agenda for January 10, 2019 includes an item to consider their structure and recommendations to the Board; however, the Finance Committee agenda was not available sufficiently in advance of the posting requirements for this agenda packet. As a result, the Finance Committee recommendations will be separately transmitted.

Attachments: T, Gray's Application for Resources & Infrastructure Standing Committee
 M, Dorin's Application for Resources & Infrastructure Standing Committee
 J, Webb's Application for Resources & Infrastructure Standing Committee
 B, Fowles's Application for Resources & Infrastructure Standing Committee
 M, Lyons's Application for Resources & Infrastructure Standing Committee

P, Nugent's Application for Resources & Infrastructure or Policy Standing Committee

J, Bahringer's Application for Policy Standing Committee

J, Nixon's Application for Policy Standing Committee

J, Rohrbaugh's Application for Policy Standing Committee

C, McDowell's Application for Finance Standing Committee

M, Maher's Application for Finance Standing Committee

M, Corne's Application for Finance Standing Committee

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___PIERSON___ FARMER___ RICE___ STEIDEL___ HOWELL___



COMMITTEE MEMBER APPLICATION

For more information, please visit: www.cambriacsd.org

Return the completed application to:

Cambria Community Services District

Attention: Deputy District Clerk

P.O. Box 65

1316 Tamsen Street, Suite 201

Cambria, CA 93428

The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to publicly disclose their personal assets and income. Individuals must also disqualify themselves from participating in decisions, which may affect their personal financial interests. Finance, Policy and Resources & Infrastructure Standing Committees are required by law to file a Statement of Economic Interest form.

STANDING COMMITTEE (Please include which committee you're applying for): Resources & Infrastructure

NAME: Gray, Tom

Last First MI

Home Address: [Redacted] Cambria, CA 93428

Street City Zip

Home Phone: [Redacted] Cell Phone: [Redacted]

E-mail address: [Redacted]

I have been a registered voter at the address listed above since: 2011

Year

If less than 6 months, place and date of last voter registration: _____

Address Date

Are you a registered voter in Cambria? yes no

Enter qualifications and interest in the position below.

See Attached.

If additional space is needed, please use the reverse side of the application.

Signature: Thomas J Gray

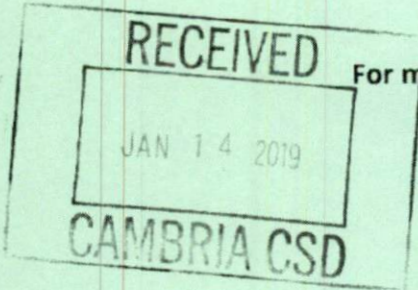
Date: 1/8/19

Statement of Qualifications and Interest – Tom Gray

My qualifications for the Resources & Infrastructure Committee include:

- Extensive experience in analysis, planning and public outreach regarding water and wastewater infrastructure in Cambria.
- Knowledge of infrastructure needs and resource-protection issues from both paid consulting (public information officer for EWS/SWF) and activity as an advocate for improvement in water/wastewater infrastructure.
- Involvement in advisory roles including presidency of the North Coast Advisory Council and chair of the NCAC Land Use Committee. Currently an alternate on the NCAC and co-chair of the Council's Transportation Committee.

My interest in serving on the Resources & Infrastructure Committee grows out of my conviction that Cambria has made progress but that a great deal remains to be done to deliver reliable services in the long term at a reasonable cost to ratepayers. I am also committed to making Cambria a model for the state in developing infrastructure that is sustainable – that is, no worse than neutral in its net consumption of resources and ideally enhancing them.



COMMITTEE MEMBER APPLICATION

For more information, please visit: www.cambriacsd.org

Return the completed application to:
Cambria Community Services District
Attention: Deputy District Clerk
P.O. Box 65
1316 Tamsen Street, Suite 201
Cambria, CA 93428

The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to publicly disclose their personal assets and income. Individuals must also disqualify themselves from participating in decisions, which may affect their personal financial interests. Finance, Policy and Resources & Infrastructure Standing Committees are required by law to file a Statement of Economic Interest form.

STANDING COMMITTEE (Please include which committee you're applying for): Resource & Infrastructure

NAME: Dorin Melvin

Last First MI

Home Address: [Redacted] Cambria CA 93428

Street City Zip

Home Phone: _____ Cell Phone: [Redacted]

E-mail address: [Redacted]

I have been a registered voter at the address listed above since: 2014

Year

If less than 6 months, place and date of last voter registration: _____

Address Date

Are you a registered voter in Cambria? yes no

Enter qualifications and interest in the position below.

I successfully managed a \$64 million product line for a Fortune 500 company for over eleven years
I owned and successfully managed a \$2 million/year small retail business for over four years
I am thoroughly experience in financial and resource management and risk analysis
I am interested in the Cambria Community and preserving our unique quality of life
I have no financial conflicts in serving on the Resource & Infrastructure Committee

If additional space is needed, please use the reverse side of the application.

Signature: Melvin Dorin

Date: January 13, 2019



JAN 14 2019

COMMITTEE MEMBER APPLICATION

For more information, please visit: www.cambriacsd.org

Return the completed application to:

Cambria Community Services District

Attention: Deputy District Clerk

P.O. Box 65

1316 Tamsen Street, Suite 201

Cambria, CA 93428

The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to publicly disclose their personal assets and income. Individuals must also disqualify themselves from participating in decisions, which may affect their personal financial interests. Finance, Policy and Resources & Infrastructure Standing Committees are required by law to file a Statement of Economic Interest form.

STANDING COMMITTEE (Please include which committee you are applying for): RESOURCES & INFRASTRUCTURE

NAME: WEBB JAMES S
Last First MI

HOME ADDRESS: [REDACTED] CAMBRIA 93428
Street City Zip

Home Phone: [REDACTED] Cell Phone: _____

E-mail address: [REDACTED]

I have been a registered voter at the address listed above since: 1988
Year

If less than 6 months, place and date of last voter registration:
Address Date

Are you a registered voter in Cambria? yes no

Enter qualifications and interest in the position below.

MANLY YEARS OF INVOLVEMENT WITH PUBLIC RESOURCE AGENCY PROJECTS: 1998-1999
NEARSHORE FISHERY MGMT PLAN, 2000-2007 MARINE LIFE PROTECTION ACT IMPLEMENTATION,
2007-NOW CCRP (Fish tagging w/ Cal Poly.) B.S. in Philosophy / Psychology U of O

If additional space is needed, please use the reverse side of the application.

Signature: [Signature] Date: 1/14/19



LEGUMI

JAN 15 2019

CAMBRIA

REC...

JAN 15 2019

CAMBRIA

COMMITTEE MEMBER APPLICATION

For more information, please visit: www.cambriacsd.org

Return the completed application to:

Cambria Community Services District

Attention: Deputy District Clerk

P.O. Box 65

1316 Tamsen Street, Suite 201

Cambria, CA 93428

The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to publicly disclose their personal assets and income. Individuals must also disqualify themselves from participating in decisions, which may affect their personal financial interests. Finance, Policy and Resources & Infrastructure Standing Committees are required by law to file a Statement of Economic Interest form.

STANDING COMMITTEE (Please include which committee you're applying for): RESOURCES & INFRASTRUCTURE

NAME: FOWLES BRAD
Last First MI

Home Address: [REDACTED] CAMBRIA 93428
Street City Zip

Home Phone: _____ Cell Phone: [REDACTED]

E-mail address: [REDACTED]

I have been a registered voter at the address listed above since: 2017
Year

If less than 6 months, place and date of last voter registration: _____
Address Date

Are you a registered voter in Cambria? yes no

Enter qualifications and interest in the position below.

(SEE BACK) AS A DESIGNER/ARCHITECT INTERESTED IN
INFRASTRUCTURE

If additional space is needed, please use the reverse side of the application.

Signature: [Signature] Date: 1/14/2019

List of qualifications:

- **Landscape Architecture UCLA, 1980**
- **Licensed California Contractor, 1985, # 472075**
- **Certified Landscape technician, 1982**
- **Chairman California Landscape Certification programs, 1986-1988**
- **Development of Landscape Standards City of Thousand Oaks, CA. 1988**
- **Water management certification through the California Landscape Association.**
- **Private Construction Business 1985 - 2015**



RECEIVED

JAN 15 2019

CAMBRIA 550

COMMITTEE MEMBER APPLICATIONFor more information, please visit: www.cambriacsd.org

Return the completed application to:

Cambria Community Services District

Attention: Deputy District Clerk

P.O. Box 65

1316 Tamsen Street, Suite 201

Cambria, CA 93428

The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to publicly disclose their personal assets and income. Individuals must also disqualify themselves from participating in decisions, which may affect their personal financial interests. Finance, Policy and Resources & Infrastructure Standing Committees are required by law to file a Statement of Economic Interest form.

STANDING COMMITTEE (Please include which committee you're applying for): Resources & InfrastructureNAME: Lyons Mike

	Last	First	MI
Home Address:	<u>[REDACTED]</u>	<u>Cambria</u>	<u>93428</u>

	Street	City	Zip
--	--------	------	-----

Home Phone: [REDACTED] Cell Phone: [REDACTED]E-mail address: [REDACTED]I have been a registered voter at the address listed above since: 2014
YearIf less than 6 months, place and date of last voter registration: _____
Address DateAre you a registered voter in Cambria? yes no**Enter qualifications and interest in the position below.**

current citizen member of Resources & Infrastructure Subcommittee,

North Coast Advisory Council, TreasurerLand Use Committee, NCAC, co-chair

If additional space is needed, please use the reverse side of the application.

Signature: Mike LyonsDate: January 11, 2019



RECEIVED

JAN 16 2019

CAMBRIA OSD

COMMITTEE MEMBER APPLICATION

For more information, please visit: www.cambriacsd.org

Return the completed application to:

Cambria Community Services District

Attention: Deputy District Clerk

P.O. Box 65

1316 Tamsen Street, Suite 201

Cambria, CA 93428

The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to publicly disclose their personal assets and income. Individuals must also disqualify themselves from participating in decisions, which may affect their personal financial interests. Finance, Policy and Resources & Infrastructure Standing Committees are required by law to file a Statement of Economic Interest form.

STANDING COMMITTEE (Please include which committee you're applying for): Infrastructure & Resources, Policy

NAME: Nugent II Paul Darrel

Home Address: [Redacted] Cambria 93428

Home Phone: [Redacted] Cell Phone: [Redacted]

E-mail address: [Redacted]

I have been a registered voter at the address listed above since: 2018

If less than 6 months, place and date of last voter registration: [Redacted]

Are you a registered voter in Cambria? yes no

Enter qualifications and interest in the position below.

I am a new member to the community that has taken specific interest and investment in addressing our communities opportunities since I have moved here. I have experience implementing business plans as well as being part of think tanks for organizations I have worked for in the past. I have first hand working experience from the scale of mom and pop businesses and being a business owner to working for one of the worlds largest corporations in operations and administration.

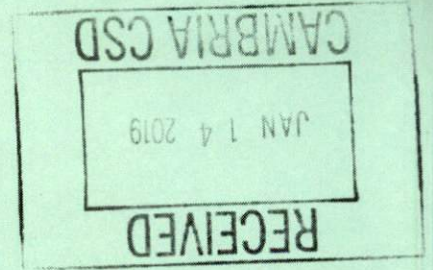
If additional space is needed, please use the reverse side of the application.

More on back...

Signature: [Signature]

Date: 1/11/2019

I feel that my experience and enthusiasm will make a positive impact on the CCSD achieving its goals for the community. I care about the people and natural resources of Cambria and its surrounding areas and would be honored to be able to make a contribution to better our position for years to come. Thank you.



COMMITTEE MEMBER APPLICATION

For more information, please visit: www.cambriacsd.org

Return the completed application to:

Cambria Community Services District

Attention: Deputy District Clerk

P.O. Box 65

1316 Tamsen Street, Suite 201

Cambria, CA 93428

The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to publicly disclose their personal assets and income. Individuals must also disqualify themselves from participating in decisions, which may affect their personal financial interests. Finance, Policy and Resources & Infrastructure Standing Committees are required by law to file a Statement of Economic Interest form.

STANDING COMMITTEE (Please include which committee you're applying for): Policy Committee

NAME: Bahringer James P
Last First MI

Home Address: [Redacted] Cambria CA 93428
Street City Zip

Home Phone: [Redacted] Cell Phone: [Redacted]

E-mail address: [Redacted]

I have been a registered voter at the address listed above since: 1999
Year

If less than 6 months, place and date of last voter registration: _____
Address Date

Are you a registered voter in Cambria? yes no

Enter qualifications and interest in the position below.

Post Director CCS D

If additional space is needed, please use the reverse side of the application.

Signature: [Handwritten Signature] Date: 01/14/19



JAN 16 2019

COMMITTEE MEMBER APPLICATION

For more information, please visit: www.cambriacsd.org

Return the completed application to:

Cambria Community Services District

Attention: Deputy District Clerk

P.O. Box 65

1316 Tamsen Street, Suite 201

Cambria, CA 93428

The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to publicly disclose their personal assets and income. Individuals must also disqualify themselves from participating in decisions, which may affect their personal financial interests. Finance, Policy and Resources & Infrastructure Standing Committees are required by law to file a Statement of Economic Interest form.

STANDING COMMITTEE (Please include which committee you're applying for): POLICY

NAME: ROHRBAUGH JOHN W
Last First MI

Home Address: [REDACTED] CAMBRIA 93428
Street City Zip

Home Phone: [REDACTED] Cell Phone: [REDACTED]

E-mail address: [REDACTED]

I have been a registered voter at the address listed above since: 2016
Year

If less than 6 months, place and date of last voter registration: _____
Address Date

Are you a registered voter in Cambria? yes no

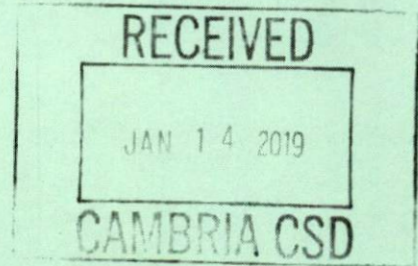
Enter qualifications and interest in the position below.

RETIRED: PROFESSOR OF PUBLIC ADMINISTRATION AND PUBLIC POLICY
STATE UNIVERSITY OF NEW YORK - ALBANY (1977 - 2015)
ASSOCIATE DEAN, ROCKEFELLER COLLEGE OF PUBLIC
AFFAIRS AND POLICY

FELLOW, NEW YORK STATE ACADEMY OF PUBLIC ADMINISTRATION

If additional space is needed, please use the reverse side of the application.

Signature: John W. Rohrbaugh Date: 1/16/19



COMMITTEE MEMBER APPLICATION

For more information, please visit: www.cambriacsd.org

Return the completed application to:

Cambria Community Services District

Attention: Deputy District Clerk

P.O. Box 65

1316 Tamsen Street, Suite 201

Cambria, CA 93428

The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to publicly disclose their personal assets and income. Individuals must also disqualify themselves from participating in decisions, which may affect their personal financial interests. Finance, Policy and Resources & Infrastructure Standing Committees are required by law to file a Statement of Economic Interest form.

STANDING COMMITTEE (Please include which committee you're applying for): Finance

NAME: McDowell Cheryl G.

Home Address: [redacted] Cambria 93428
Last First MI

Home Phone: [redacted] Cell Phone: [redacted]
Street City Zip

E-mail address: [redacted]

I have been a registered voter at the address listed above since: 1986
Year

If less than 6 months, place and date of last voter registration: _____
Address Date

Are you a registered voter in Cambria? yes no

Enter qualifications and interest in the position below.

I have an accounting background which includes payroll, A/P, A/R, P&L, withholding taxes, workers compensation, Cal Pers, bank reconciliation stmts, purchase orders, etc.

I have participated at the finance meetings & feel I would be an asset to this committee.

If additional space is needed, please use the reverse side of the application.

Signature: Cheryl McDowell Date: 1/11/19



RECEIVED

JAN 16 2019

CAMBRIA OSD

COMMITTEE MEMBER APPLICATION

For more information, please visit: www.cambriacsd.org

Return the completed application to:

Cambria Community Services District

Attention: Deputy District Clerk

P.O. Box 65

1316 Tamsen Street, Suite 201

Cambria, CA 93428

The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to publicly disclose their personal assets and income. Individuals must also disqualify themselves from participating in decisions, which may affect their personal financial interests. Finance, Policy and Resources & Infrastructure Standing Committees are required by law to file a Statement of Economic Interest form.

STANDING COMMITTEE (Please include which committee you're applying for): Finance

NAME: Mahe Mary C.
Last First MI

Home Address: [Redacted] Cambria, CA 93428
Street City Zip

Home Phone: [Redacted] Cell Phone: [Redacted]

E-mail address: [Redacted]

I have been a registered voter at the address listed above since: May 2018
Year

If less than 6 months, place and date of last voter registration: [Redacted] Cambria
Address Date

Are you a registered voter in Cambria? yes no

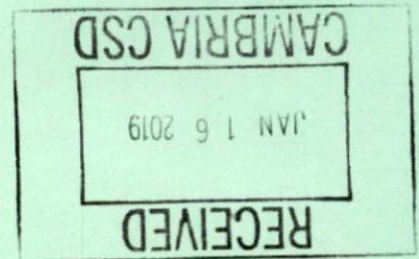
Enter qualifications and interest in the position below.

I have a degree in Industrial Engineering and worked for Boeing for 27 years in various capacities. My 2 most recent assignments were: Business Manager - led 13 business teams across the Boeing enterprise in the management and oversight of a \$1B budget.

Project Manager - led interdisciplinary team in the implementation of enterprise manufacturing and procurement systems.

I am interested in working together with others to help improve the operation of the CCSD.
If additional space is needed, please use the reverse side of the application.

Signature: Mary C. Mahe Date: 1-15-19



COMMITTEE MEMBER APPLICATION

For more information, please visit: www.cambriacsd.org

Return the completed application to:
Cambria Community Services District
Attention: Deputy District Clerk
P.O. Box 65
1316 Tamsen Street, Suite 201
Cambria, CA 93428

The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to publicly disclose their personal assets and income. Individuals must also disqualify themselves from participating in decisions, which may affect their personal financial interests. Finance, Policy and Resources & Infrastructure Standing Committees are required by law to file a Statement of Economic Interest form.

STANDING COMMITTEE (Please include which committee you're applying for): FINANCE

NAME: CORNE MARVIN H.
Last First MI

Home Address: [REDACTED] CAMBRIA, CA 93428
Street City Zip

Home Phone: [REDACTED] Cell Phone: [REDACTED]

E-mail address: [REDACTED]

I have been a registered voter at the address listed above since: 1
Year

If less than 6 months, place and date of last voter registration: _____
Address Date

Are you a registered voter in Cambria? yes no

Enter qualifications and interest in the position below.

43 YEARS IN BANKING + FINANCE RETIRED PRES. + CEO WORLD FINANCIAL CAPITAL BANK MANAGEMENT POSITIONS WITH Citi group, Morgan Stanley, DEAN WITTER, ASSOCIATES FIRST CAPITAL AND OTHERS SERVED ON BOARDS OF MANY NON-PROFIT ORGANIZATIONS BBB EAST IN STATE U.
PLAN TO LIVE IN CAMBRIA REST OF MY LIFE - WANT TO CONTRIBUTE WHAT I CAN.

If additional space is needed, please use the reverse side of the application.

Signature: [Signature] Date: 1/16/19

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

FROM: Monique Madrid, Acting General Manager
Timothy Carmel, District Counsel

AGENDA NO. **6.F.**

Meeting Date: January 17, 2019 Subject: DISCUSSION AND CONSIDERATION
OF INTRODUCTION OF ORDINANCE
01-2019 AMENDING SECTION
8.04.110 OF THE CAMBRIA
COMMUNITY SERVICES DISTRICT
MUNICIPAL CODE RELATING TO THE
AFFORDABLE HOUSING PROGRAM

RECOMMENDATIONS:

Staff recommends that the Board of Directors discuss and consider draft Ordinance 01-2019 relating to the Affordable Housing Program and make any appropriate changes. If the Board wishes to proceed with the Ordinance, the Ordinance should be introduced, read by title only and further reading should be waived. The Ordinance can be adopted at the next regular Board meeting.

FISCAL IMPACT:

Under the current provisions of the CCSD Municipal Code, lower income affordable housing projects receive an incentive for each unit constructed consisting of a fifty percent (50%) reduction in water and sewer connection fees. The draft Ordinance presented to the Board would make the reduction in fees permissive rather than required, and it would apply to extremely low-income, very low-income or lower-income projects only. Broadening the definition of projects eligible for affordable housing allocations could have significant financial impacts to the District depending on how it is structured.

BACKGROUND:

Section 8.04.110 of the CCSD Municipal Code sets forth the CCSD's Affordable Housing Program. The Board has recently discussed concerns that have arisen relating to the definitions in the CCSD Code that limit such projects to those that are for "lower income households." This was a result of an affordable housing project proposal presented to the District for a project that included moderate income and workforce housing.

President Pierson has suggested that Section 8.04.110 be revised to broaden the types of eligible affordable projects, and to bring the CCSD Code more in line with the affordable housing project categories used by San Luis Obispo County in its affordable housing program. The County Code contains affordability standards and eligible household definitions, which are set forth in San Luis Obispo County Code Section 22.12.070. They include definitions for extremely low-income, very low-income, lower-income, moderate-income and workforce housing.

The draft Ordinance being presented to the Board for consideration makes changes to Subsection 8.04.110(A) "Eligibility" – to provide that an affordable housing project must meet the County's eligibility standards as set forth in San Luis Obispo County Code Section 22.12.070. By definition, this would include projects for extremely low-income, very low-income, lower-income, moderate-income or workforce housing.

In addition to aligning the CCSD Code more with the County Code, two other issues should be addressed. First, current provisions in the CCSD Municipal Code specify that lower income affordable housing projects receive an incentive of a fifty percent (50%) reduction in water and sewer connection fees for each unit constructed. Depending on how any amendments are structured, there are potential financial implications. Staff is recommending that instead of requiring that such incentives "shall" be provided, that this provision be modified to state that it "may" be provided and add the words "up to" before "fifty percent (50%) reduction in fees" to the language. This would allow the Board to make a determination on a case-by-case basis regarding incentives and how much to allow. Also, the proposed incentive provision has been modified to apply to projects that meet the County's extremely low-income, very low-income or lower-income eligibility requirements, and not just lower income projects.

The other issue to consider is whether affordable housing projects should be eligible to obtain intent to serve letters and to proceed with development at this time, notwithstanding the Water Code Section 350 restrictions on new connections to the District's water system. As staff advised the Board in 2012 when it last addressed the Affordable Housing Program, the Board's intent appears to have been to continue the Affordable Housing Program despite the 2001 declaration of a Water Code Section 350 water shortage emergency. Although there is a lack of other documentation, on December 13, 2001 the District established an Implementation Program for Water Emergency Declaration, which included a provision that the Board could consider issuance of intent to serve letters for affordable housing projects. In order to address and clarify this issue, the following language is proposed to be added as new Subsection C to Section 8.04.110:

The Board may also determine that intent to serve letters may be issued to allow a project for extremely low-income, very low-income, lower-income, moderate-income, or workforce housing to proceed and connect to the CCSD's water system, subject to the County's Growth Management Ordinance and any other required approvals by other governmental agencies.

With regard to the Growth Management Ordinance, San Luis Obispo County Code Section 26.01.034(2) exempts affordable housing as follows:

Affordable Housing. Proposed new dwelling units which will be affordable housing for persons and families of low or moderate income as defined by California Health and Safety Code Section 50093, with long-term affordability guaranteed as provided by all applicable sections of the Land Use Ordinance, Title 22 and the Coastal Zone Land Use Ordinance, Title 23 of the county code.

Revised on 1/17/2019 to Include Staff Report 6.F. Attachment

Finally, the draft ordinance would also eliminate some language that appears to be unnecessary relating to multi-family projects and size of projects, and correct some minor typographical errors. A redline version of the proposed changes is attached to assist the Board in its review.

Attachments: Draft Ordinance 01-2019
Redline of proposed changes to Section 8.04.110
County Affordable Housing Standards

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___PIERSON ___ FARMER ___ RICE ___ STEIDEL ___ HOWELL___

ORDINANCE NO. 01-2019

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS

DATED: February __, 2019

AN ORDINANCE AMENDING SECTION 8.04.110 OF THE
CAMBRIA COMMUNITY SERVICES DISTRICT MUNICIPAL CODE
RELATING TO THE AFFORDABLE HOUSING PROGRAM

WHEREAS, Section 8.04.110 of the CCSD Municipal Code sets forth the CCSD's Affordable Housing Program and concerns have been raised relating to definitions in the CCSD Municipal Code limiting such projects to those that are for lower income households; and

WHEREAS, San Luis Obispo County's affordable housing program contains affordability standards and eligible household definitions set forth in San Luis Obispo County Code Section 22.12.070 that include definitions for extremely low-income, very low-income, lower-income, moderate-income or workforce housing; and

WHEREAS, the Board of Directors desires to makes changes to Subsection 8.04.110(A) "Eligibility" – to provide that an affordable housing project must meet the County's eligibility standards as set forth in San Luis Obispo County Code Section 22.12.070, which will include projects for extremely low-income, very low-income, lower-income, moderate-income or workforce housing; and

WHEREAS, the Board of Directors also desires to amend the CCSD Affordable Housing Program regarding eligibility for fee reduction incentives and the issuance of intent to serve letters for eligible projects.

The Board of Directors of the Cambria Community Services District (CCSD) ordains as follows:

Section 1. The above recitals and findings are true and correct and are incorporated herein by this reference.

Section 2. Section 8.04.110 of the Cambria Community Services District Municipal Code is hereby amended to read as follows:

8.04.110 - Affordable housing program.

A. Eligibility. Projects or affordable housing units within a larger project, meeting each of the following requirements shall be eligible to participate in the affordable housing program:

1. The property identified for the project is within both the district boundary and the County urban services line.
2. The project must be certified by the San Luis Obispo County planning and building department as meeting the County's housing eligibility standards as set forth in San Luis Obispo County Code Section 22.12.070.
3. The project owners agree to contract with a third-party housing corporation or housing authority within the county to determine eligibility for occupancy by extremely low-income, very low-income, lower-income, moderate-income or workforce housing; and
4. The property owners comply with the application and administrative procedures as established by the district for this program, including, but not limited to, payment of any required fees and demonstrating that they have executed any covenants restricting the use and affordability of the property required by the County.

B. Allocation. Prior to the effective date of the most recent amendment to this section, the Board of Directors has previously allocated six (6) residential units per calendar year under the affordable housing program, and unused units were carried over to subsequent years. Accordingly, as of February 1, 2013, fifty-six (56) units have been carried over and are available for use for eligible affordable housing projects (the "affordable housing unit allocation"). The Board of Directors has determined that these fifty-six (56) units are an adequate number for the foreseeable future, and therefore no additional units shall be added to the affordable housing unit allocation unless otherwise determined by the Board. All affordable housing projects and units shall be subject to all other district regulations including the requirements of this water and sewer allocation chapter, except as specifically modified by this section.

Nothing in this section shall preclude the Board of Directors from modifying, or eliminating the allocation based on conditions imposed upon the district by a court or governmental agency of higher authority, or by a change in availability of resources, or by a change in ordinances, resolutions, rules or regulations adopted by the Board of Directors for the protection of the health, safety and welfare of the District.

The Board of Directors shall annually review the status of the affordable housing program and determine whether the affordable housing unit allocation contains a sufficient number of units to meet the needs of the community. All proposed affordable housing projects shall be reviewed for approval by the Board of Directors on a case-by-case basis for

allocations from the existing balance in the affordable housing unit allocation.

C. The Board may determine that intent to serve letters may be issued to allow a project for extremely low-income, very low-income, lower-income, moderate-income, or workforce housing to proceed and connect to the CCSD's water system, subject to the County's Growth Management Ordinance and any other required approvals by other governmental agencies.

D. Additional Provisions. In order to encourage the development of affordable housing units meeting the County's extremely low-income, very low-income or lower-income eligibility requirements only, the Board of Directors may provide the following incentive: the water and sewer connection fee may be reduced by up to fifty percent (50%) for each unit constructed. Such reduction shall be in the form of a refund once the housing units are completed.

E. Administrative Procedures. The general manager, or designated representative, is authorized to establish such procedures and forms as necessary to implement this affordable housing program and to process applications under this chapter. Eligibility shall be through a waiting list, established on a first come first served basis.

Section 3. A summary of this Ordinance shall be published in a newspaper published and circulated in the District at least five (5) days prior to the Board of Directors meeting at which the proposed Ordinance is to be adopted. A certified copy of the full text of the proposed Ordinance shall be posted in the office of the District Clerk. Within fifteen (15) days after adoption of the Ordinance, the summary with the names of those Board members voting for and against the Ordinance shall be published again, and the District Clerk shall post a certified copy of the full text of such adopted Ordinance.

Section 4. This Ordinance shall take effect and be in full force and effect thirty (30) days after its passage.

Section 5. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The Board of Directors hereby declares that it would have passed this Ordinance and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of this Ordinance would be subsequently declaration invalid or unconstitutional.

The foregoing Ordinance was adopted at a regular meeting of the Board of Directors of the Cambria Community Services District held on the ____ day of February, 2019.

AYES:

NAYS:

ABSENT:

David Pierson
President, Board of Directors

APPROVED AS TO FORM:

Haley Dodson
Deputy District Clerk

Timothy J. Carmel
District Counsel

8.04.110 - Affordable housing program.

A.

A. Eligibility. Projects, or affordable housing units within a larger project, meeting each of the following requirements shall be eligible to participate in the affordable housing program:

~~1. a.~~

1. The property identified for the project is within both the district boundary and the ~~county~~County urban services line, ~~is designated under county zoning as multiple family, or, if not, is at least one-half acre in size; and at least four housing units will be constructed on the property all of which will serve "lower income households" as defined in Section 50079.5 of the California Health and Safety Code; or,~~

~~b.~~

The ~~property identified for the project is within both the district boundary and the county urban services line, is zoned for single-family, and the project is for a single-family owner-occupied house built for a non-profit corporation organized for the purposes of building "lower income" housing as defined in Section 50079.5 of the California Health and Safety Code.~~

- ~~2. The entire multifamily project site shall consist of eligible affordable housing units, except that one manager's unit may be constructed on the property, not meeting lower income requirements. The manager's unit shall use one affordable housing allocation.~~

2. ~~3. The project is~~must be certified by the San Luis Obispo County planning and building department as meeting ~~their~~the County's housing eligibility requirements as a lower-income housing project; standards as set forth in San Luis Obispo County Code Section 22.12.070.

~~4.~~

3. The project owners agree to contract with a third-party housing corporation or housing authority within the county to determine eligibility for occupancy ~~of the~~by extremely low-income, very low-income, lower-income units, moderate-income or workforce housing; and

~~5.~~

4. The property owners comply with the application and administrative procedures as established by the district for this program, including, but not limited to, payment of any required fees and ~~the execution of a covenant~~demonstrating that they have executed any covenants restricting the use and affordability of the property- required by the County.

~~B.~~

B. Allocation. Prior to the effective date of the most recent amendment to this section, the ~~board~~Board of ~~directors~~Directors has previously

allocated six (6) residential units per calendar year under the affordable housing program, and unused units were carried over to subsequent years. Accordingly, as of February 1, 2013, fifty-six (56) units have been carried over and are available for use for eligible affordable housing projects (the "affordable housing unit allocation"). The ~~board~~Board of ~~directors~~Directors has determined that these fifty-six (56) units are an adequate number for the foreseeable future, and therefore no additional units shall be added to the affordable housing unit allocation unless otherwise determined by the ~~board~~Board. All affordable housing projects and units shall be subject to all other district regulations including the requirements of this water and sewer allocation chapter, except as specifically modified by this section.

____ Nothing in this section shall preclude the ~~board~~Board of ~~directors~~Directors from modifying, or eliminating the allocation based on conditions imposed upon the district by a court or governmental agency of higher authority, or by a change in availability of resources, or by a change in ordinances, resolutions, rules or regulations adopted by the ~~board~~Board of ~~directors~~Directors for the protection of the health, safety and welfare of the ~~district~~District.

____ The ~~board~~Board of ~~directors~~Directors shall annually review the status of the affordable housing program and determine whether the affordable housing unit allocation contains a sufficient number of units to meet the needs of the community. All proposed affordable housing projects shall be reviewed for approval by the ~~board~~Board of ~~directors~~Directors on a case-by-case basis for allocations from the existing balance in the affordable housing unit allocation.

~~C.~~

C. The Board may determine that intent to serve letters may be issued to allow a project for extremely low-income, very low-income, lower-income, moderate-income, or workforce housing to proceed and connect to the CCSD's water system, subject to the County's Growth Management Ordinance and any other required approvals by other governmental agencies.

B.D. Additional Provisions. In order to encourage the development of affordable housing units meeting the ~~district's~~County's extremely low-income, very low-income or lower-income eligibility requirements only, the ~~board~~Board of ~~directors~~Directors ~~shall~~may provide the following incentive: the water and sewer connection fee ~~shall~~may be reduced by up to fifty percent (50%) ~~percent~~ for each unit constructed. Such reduction shall be in the form of a refund once the housing units are completed.

~~D.~~

C.E. Administrative Procedures. The general manager, or designated representative, is authorized to establish such procedures and forms as necessary to implement this affordable housing program and to process applications under this chapter. Eligibility shall be through a waiting list, established on a first come first served basis.

23.04.092 - 094

bond or entered into an alternative agreement ensuring provision of the affordable housing units, subject to approval by the Office of County Counsel and the Director of the County Department of Planning and Building. In any case, the period of time for provision of the new or replacement housing units required by this section shall not exceed that established by Section 65590 of the California Government Code.

[Added 1992, Ord. 2579; Amended 2004, Ord. 3001; 2004, Ord. 2995; 2006, Ord. 3109]

23.04.094 - Housing Affordability Standards:

- a. **Applicability:** Affordable housing units provided as a result of one or more of the following County actions shall be subject to the standards of this Section:
- (1) Approval of a density bonus under Section 23.04.090 of the Coastal Zone Land Use Ordinance, Title 23 of the County Code, or
 - (2) Approval of an exemption from growth management provisions under Subsection 26.01.034b of the Growth Management Ordinance, Title 26 of the County Code, or
 - (3) Deferment of the public facilities fees as described in subsection 18.04.010a(1) of the Public Facilities Fees Ordinance, Title 18 of the County Code, or
 - (4) Requiring provision of affordable housing under Section 23.04.092 of the Coastal Zone Land Use Ordinance, Title 23 of the County Code, or
 - (5) Provision of direct financial assistance in the form of a grant (not a loan) to the development of affordable housing.
- b. **Eligible Household Definitions:** Households eligible to become renters or owner-occupants of affordable housing under provisions of the County Code must have incomes not exceeding one of the following income ceilings. The County will consider actual income and imputed income from assets when determining eligibility.
- (1) Extremely low-income: no more than 30 percent of median income.
 - (2) Very low-income: no more than 50 percent of median income.
 - (3) Lower-income: no more than 80 percent of median income.
 - (4) Moderate-income: no more than of 120 percent of median income.
 - (5) Workforce: no more than 160 percent of median income.
- c. **Determination of initial affordable housing sales prices:** The following procedure is designed to determine sales prices which will enable purchase of the affordable housing units by the eligible households without their monthly housing costs exceeding thirty or thirty-five percent of their gross incomes. The Planning and Building Department shall use this procedure to determine maximum sales

23.04.094

prices for each proposed land use permit or land division using estimates of actual costs of financing, property taxes, homeowner association fees, and insurance and shall publish typical examples quarterly.

- (1) **Determine median income.** First, find the applicable median income based on the household size. This information is published in Section 6932 of Title 25 of the California Code of Regulations. Both the household size and the size of the housing unit shall be used to determine the affordable housing sales price, as follows:
 - (i) **Studio:** use the median income for a one-person household.
 - (ii) **One-bedroom unit:** use the median income for a two-person household.
 - (iii) **Two-bedroom unit:** use the median income for a three-person household.
 - (iv) **Three-bedroom unit:** use the median income for a four-per household.
 - (v) **Four bedroom unit:** use the median income for a five-person household.
- (2) **Determine maximum housing costs.** Maximum housing costs by size of housing unit and income group shall be calculated as the following percentages of the median income amounts determined in step 1 above, as follows:
 - a. Extremely low-income: 30 percent of 30 percent of median household income as determined under Subsection c.1.
 - b. Very low-income: 30 percent of 50 percent of median income as determined under Subsection c.1.
 - c. Lower-income: 30 percent of 70 percent of median income as determined under Subsection c.1.
 - d. Moderate-income: 35 percent of 110 percent of median income as determined under Subsection c.1.
 - e. Workforce: 35 percent of 150 percent of median income as determined under Subsection c.1.
- (3) **Estimate housing costs other than payments on mortgage loan principal and interest.** The actual costs of property taxes, insurance and homeowner association dues shall be estimated by the Planning and Building Department for affordable housing units in each proposed land use or land division.
- (4) **Determine amount of income** available for payments of mortgage loan principal and interest. The amount of income available for payments of mortgage principal and interest shall be determined by deducting the amounts for property taxes, insurance and homeowners associations dues estimated by Subsection c.3. from the maximum housing costs determined by Subsection c.2.

23.04.094

- (5) **Determine mortgage interest rate.** The Planning and Building Department shall determine the annual percentage rate of conventional mortgage financing, amortized over thirty years, currently available in California at the time of building permit issuance.
 - (6) **Determine the maximum affordable sales price.** The Planning and Building Department shall determine the maximum affordable sales price using the income available for payment of mortgage loan principal and interest determined by Subsection c.4., the mortgage interest rate determined by Subsection c.5., and assuming the buyer can pay a down payment of 5 percent of the sales price.
- d. **Non-Sales:** In cases where no sale will occur, such as when an owner-builder is involved (a landowner who wishes to construct his primary residence on his own property), the sales price that would apply pursuant to Subsection c of this section shall be used in meeting the long-term housing affordability provisions of Subsection f.
- e. **Rental Units:** Rent levels of the affordable units, including allowances for the costs of utilities as determined by the Housing Authority of the City of San Luis Obispo, are not to exceed the following:
- (1) **Extremely low-income units:** 30 percent of 30 percent of the median household income as determined under Subsection c(1).
 - (2) **Very low-income units:** 30 percent of 50 percent of the median household income as determined under Subsection c(1).
 - (3) **Lower-income units:** 30 percent of 60 percent of the median household income as determined under Subsection c(1).
 - (4) **Low or moderate-income units:** 30 percent of 110 percent of the median household income as determined under Subsection c(1).
 - (5) **Workforce housing units:** 30 percent of 150 percent of the median household income as determined under Subsection c(1) of this Section.
- f. **Continued availability of affordable housing:** Affordable housing units which are subject to the standards of this section shall continue to be reserved as affordable housing as follows:
- (1) **For sale units:** Prior to issuance of any project construction permits the property owner and the County shall enter into and record a Master Affordable Housing Agreement, prepared by County Counsel, assuring that the project will provide designated affordable housing unit(s). When a designated affordable housing unit is first sold to an eligible buyer, or when the owner-builder of a designated affordable housing unit requests final permit approval for occupancy of his residence, the buyer and county or the owner-builder and county shall enter into an Option to Purchase at Restricted Price Agreement which shall be recorded as an encumbrance on the property, and secured by a recorded deed of trust. The said Option to Purchase at Restricted Price Agreement shall supercede the Master Affordable Housing Agreement. Under the terms of the Option to Purchase at Restricted Price Agreement, the maximum resale price

23.04.094

of the housing unit shall be limited for a period of 45 years to the same formula used to determine the initial sales price, except that current information regarding median income, mortgage financing interest rate, taxes, insurance and homeowners association dues shall be applied. Adjustments to the maximum resale price as determined by the Planning and Building Department shall be made to ensure that the resale price is not lower than the original sales price, to increase the maximum resale price by the value of structural improvements made by the owner, and to comply with requirements of State or Federal mortgage lenders as necessary. Ownership of the property may only be transferred to party that agrees to execute a new Option to Purchase at Restricted Price Agreement with a term of 45 years.

- (2) **Inclusionary housing units:** For any Inclusionary housing unit that is subject to Section 23.04.096 of this title and will be sold as an ownership unit, if there is a sales price difference of 10% or less between the current appraised market value of the unit and the affordable sales price established by this Section then that Inclusionary housing unit shall be reserved as affordable housing for a period of thirty (30) years in the following manner. When the Inclusionary housing unit is first sold to an eligible buyer, or when the owner-builder of a designated Inclusionary housing unit requests final permit approval for occupancy of his residence, the buyer and the County or the owner-builder and the County shall enter into an Option to Purchase at Restricted Price Agreement which shall be recorded as an encumbrance on the property and secured by a recorded deed of trust. The said Agreement and deed of trust shall establish the monetary difference between the initial affordable purchase price and the initial appraised market value as a loan payable to the County. Said loan shall accrue interest at a rate equal to 4.5 points added to the 11th District Cost of Funds as currently published by the Federal Home Loan Bank, amortized over 30 years. The monthly payments of principal and interest shall be waived by the County as long as the owner who was previously approved by the County as an eligible buyer or as an owner-builder continues to own and reside in the Inclusionary unit as his or her principal residence, and also continues to be a legal resident of the County of San Luis Obispo. Upon resale to a non-eligible buyer the County loan amount shall be determined by the Planning and Building Department and shall be adjusted to ensure that the resale price is not lower than the original affordable price, and to allow recovery of any downpayment and value of structural improvements.

The provisions of this section shall not impair the rights of a first mortgage lender secured by a recorded deed of trust. The purchase money lender(s) shall have a higher priority than the County's loan. The County's security shall be prioritized as a second mortgage. This first priority applies to the purchase money lender's assignee or successor in interest, to:

- (i) Foreclose on the subject property pursuant to the remedies permitted by law and written in a recorded contract or deed of trust; or
- (ii) Accept a deed of trust or assignment to the extent of the value of the unpaid first mortgage to the current market value in lieu of foreclosure in the event of default by a trustor; or

23.04.094 - 096

- (iii) Sell the property to any person at a price consistent with the provisions of this Section subsequent to exercising its rights under the deed of trust.

In addition, the following types of transfers shall remain subject to the requirements of the County's loan and right of first refusal: transfer by gift, devise, or inheritance to the owner's spouse; transfer to a surviving joint tenant; transfer to a spouse as part of divorce or dissolution proceedings; or acquisition in conjunction with a marriage; or transfer as a result of foreclosure.

- (3) **Rental units:** Prior to issuance of any project construction permits the property owner and the County shall enter into and record a Rent Limitation Agreement, prepared by County Counsel, assuring that the project will provide designated affordable housing unit(s). Rent levels shall be based on the same criteria as those used to compute the original rent ceiling in subsection e of this section for a period of at least 55 years. Such rent levels will be enforced through the Review Authority imposing applicable conditions at the time of land use permit or subdivision approval for the project. If ownership of the property is transferred during the initial 55 years period, then a new Rent Limitation Agreement shall be executed with a term of 55 years.

- g. **Exceptions to initial sales price limitations and resale restrictions:** The Director of the Planning and Building Department may grant an exemption to the initial sales price limitation and resale restrictions for housing units that meet all of the following criteria:

- (1) The housing units are provided in a development consisting exclusively of housing for very low income, lower income or moderate income households; and
- (2) The housing units are constructed with at least 50 percent of the work performed by volunteers and/or households purchasing the housing; and
- (3) The Director of the Planning and Building Department has determined that the home purchase financing provided will be affordable to the purchasing households for at least 30 years.

[Added 1992, Ord. 2579, Amended 2004, Ord. 2995; 2006, Ord. 3109, Amended 2011, Ord 3170]

23.04.096 - Inclusionary Housing

- a. **Purpose statement.** The purpose and intent of this Section is to:

- (1) Implement Housing Element Program HE 1.9 - Require Development of Affordable Housing.
- (2) Fulfill the responsibility of the County under State Housing Law (California Government Code Section 65580 et seq.) to provide housing opportunities for all economic segments of the County.
- (3) Address the shortage of affordable housing in the County for households with incomes below 160 percent of median.



INFRASTRUCTURE COMMITTEE

REGULAR MEETING

Wednesday, November 28, 2018 - 10:00 a.m. to 12:00 p.m.
1000 Main Street Cambria, CA 93428

MINUTES

A. CALL TO ORDER

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

B. ESTABLISH QUORUM

A quorum was established.

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

Staff present: District Engineer Bob Gresens and Clerical Assistant Annette Young.

Public present:
Paul Reichardt
Cheryl McDowell
Aaron Wharton

C. CHAIRMAN'S REPORT

There was no Chairman's report.

1. PUBLIC COMMENT

Public Comment: None.

2. CONSENT AGENDA

A. Consideration to Approve the October 30, 2018 Regular Meeting Minutes

Committee member Lyons has an addition to Item 3B – Discussion and Consideration to Identify CIP Priorities. He suggested adding the attached summary sheet to the minutes.

Committee Member Farmer wants feedback from Mr. Gresens and Paul Reichardt on how we should pursue installing the pipe at the bridge.

Mr. Gresens and Mr. Reichardt both think it's an important project.

Committee member Farmer asked if we need to spend \$20,000 or just do repairs.

Mr. Gresens said it should be a high priority because of fire flows. The Pipe fitting vendor suggested making brackets to hang on the outside of bridge. There were discussions with vendors about developing a small contract to check the load of bridge and to look at two options before going further. We may need to trim branches but need a stream bed alteration permit and it could take six months to get the permit.

Committee member Farmer asked where we get the permit?

Mr. Gresens responded Fish & Game.

Chairman Bahringer agrees with Committee member Farmer. He feels it is higher priority and important to do.

Mr. Gresens said it's an important segment of pipe. It's currently undersized for fire flows.

Committee member Farmer asked Paul Reichardt about the project.

Public Comment:

Paul Reichardt: It's an engineering call. The aluminum pipe can only be used for a limited time. When you need the pipe in a fire situation, you will sustain hammer. The Fire department closing and opening hydrants can cause a hammer effect. The pipe is not meant to be a transmission pipe. It's concerning because the pipe is between two pressure zones. If the pipe fails, it would drain reservoirs in pressure zones. He understands Mr. Gresens' concerns about the amount of time it takes to get a Fish & Game permit. He likes the idea of hanging the pipe on the side of the bridge because it protects the pipe. You shouldn't not do it because you don't want to spend the money.

Committee member Lyons wants clarification on the committee postponing the pipe installation. He asked they go back and look at it again.

Mr. Gresens said if there's a concern about spending money now, the \$20,000 for the finance/billing software upgrade on the CIP list could be taken off since it's an administrative cost. We could push other items, so we could do the pipeline.

Committee member Farmer said he has a small correction on page 4. Please change river to creek.

Mr. Gresens responded that the work on the pedestrian bridge needs to be done during the late summer when there's minimal flow in the creek.

Chairman Bahringer moved to approve the minutes with the updated CIP Recommendations and the change from river to creek. He said they can continue the pipe discussion later.

Vice Chair Dean seconded the motion.

The motion was approved 5-Ayes (Bahringer, Dean, Lyons, Farmer, Howell), 0-Nays, 0-Absent

Public Comment:

Paul Reichardt: None of my comments from the last meeting are in the minutes. Everything I said about the pipeline today was said at the last meeting.

3. REGULAR BUSINESS

A. Discussion Regarding Committee Member Nominations.

Chairman Bahringer introduced the item.

Committee member Lyons asked if they were adding to the number of members or replacing members that are leaving?

Chairman Bahringer said we are going to let the new Board revise the committees and how nominations are done. In my opinion, there should be one committee (Finance) with more members and a subcommittee for CIP.

Vice Chair Dean disagrees. She said Finance has more than enough to deal with. She thinks there should be a separate Infrastructure Committee. She thinks the Infrastructure Committee should present the suggestions to the Board and let them look to the Finance Committee for the money. She feels the public is more comfortable with two committees.

Committee member Lyons said the benefit to one committee is less staff time. I think the Board should decide. The committee's work is done for the next six months' budget. Is money being spent as we recommended? Their next item of business will be what they are going to recommend for the second half of 2019 and first half of 2020. There is no need to expand the committee right now.

Chairman Bahringer said that each Board member should recommend one or two people for the committees. The Board probably won't address this at the December meeting, but will in January.

Committee member Lyons has a question about his seat on this committee. He was appointed by Aaron Wharton, who is no longer on Board. Should he resign?

Chairman Bahringer said no.

Committee member Howell said no. He sees separation between committees as a good thing. It's appropriate for this committee to make recommendations to the Board on the subjects of composition of the committees, new membership and meeting schedules. This committee still needs to meet. Currently the Infrastructure committee meets and then passes information to the Finance committee and it's not the best approach. It would be better if Infrastructure recommends to the Board, which could then pass to the Finance Committee. It's not our job to say how a project will be financed. We should provide the Board with a CIP list and let the Board and Finance Committee figure out how to pay for it.

Chairman Bahringer agreed.

Committee member Farmer said with Mr. Gresens retiring, we should be consulting with supervisors of water and wastewater.

Mr. Gresens responded that he's retiring at the end of December but plans to keep working as a consultant for a few months.

Committee member Farmer said we don't know issues from week to week.

Committee member Lyons said that we should codify what our committee should be and present it to the Board in January.

Chairman Bahringer suggests Vice Chair Dean and Committee member Lyons give a committee report at the January Board meeting and come up with a recommendation.

B. Discussion and Consideration Regarding Future Infrastructure Standing Committee Meeting Dates

Chairman Bahringer introduced the item.

Vice Chair Dean suggested the Infrastructure Committee meet one week before the Board meeting and the Finance Committee meet one week after the Board meeting.

Committee member Lyons said if the committee meeting is only two to three days before the Board meeting, we won't have minutes for the Board meeting.

Committee member Farmer agrees with Vice Chair Dean's suggestion about the meeting schedule.

Public Comment:

Cheryl McDowell: Are the meeting schedules in Board packets?

Chairman Bahringer and Vice Chair Dean both answered yes.

The committee agreed to hold a meeting on Tuesday, January 8, 2019, at 10:00 am.

4. FUTURE AGENDA ITEMS

Chairman Bahringer recommends revisiting the allocation of \$100,000 from the transmission main pipe at Santa Rosa Creek pedestrian bridge project on the CIP list. We need to accelerate work on the replacement pipe.

Committee member Lyons would like to add removing \$20,000 for the Finance billing software from the CIP budget, upon Mr. Gresens' recommendation.

Mr. Gresens' has two items to add:

1. Pedestrian bridge pipe and whether it should be moved up in priority.
2. In the past he has heard about summary minutes with a recording as backup. I would like to discuss a possibility of doing minutes this way.

Chairman Bahringer said it was a good idea for future discussion.

Vice Chair Dean said public comment is recorded in the minutes. When these committees were formed, the public said they wanted their comments in the minutes. They discussed that it didn't need to be word for word. She recorded meetings and gave the public comment to Haley Dodson and she added the summary in the minutes. She said she'll record meetings again, if needed. She said she checked with counsel when she recorded the

meetings in the past, and they said it was okay as long as the recordings were made available to the public and were a public record.

Committee member Lyons wants feedback on what his and Karen's presentation to the Board in January should contain.

Public Comment:

Cheryl McDowell: Is there a screen update on influent screen? Can it be on agenda for update?

Vice Chair Dean said she wants an influent screen update and a PG&E analysis.

Public Comment:

Cheryl McDowell: Add inventories to next agenda.

Committee member Lyons asked if Mr. Gresens can attend the January 8, 2019 meeting?

Mr. Gresens responded yes.

Committee member Farmers asked Mr. Gresens about PG&E process meetings, which are moving forward. The committee isn't informed about these meetings. The committee is in the dark about the project and partnership with PG&E. How do we find out where and when the meetings are so committee members can attend?

Mr. Gresens responded that the meetings have been seminar-type meetings with speakers. There has been no discussion regarding the CCSD project.

Committee member Farmer asked how do we find out how things are moving forward with PG&E? We have to come up with money – approximately \$700,000. We need more information.

Mr. Gresens said he'll be discussing this during the Proposition 1 grant presentation at tomorrow's Finance Committee meeting. He said he's also in the dark with PG&E – there have been no meetings lately. He said PG&E is still compiling things for a working discussion in the summer. We don't have details to report.

Chairman Bahringer asked when Mr. Gresens gets a date, to let the committee know.

Mr. Gresens' responded that the meeting will be a staff level meeting, but the committee is welcome to come. He said it's not going to be a board meeting level discussion. He said he just wants them to be aware of the kind of meeting it will be.

5. ADJOURN

Chairman Bahringer adjourned the meeting at 11:02 p.m.

INFRASTRUCTURE STANDING COMMITTEE MEETING SIGN-IN SHEET

Meeting Date: November 28, 2018

Name	Name
HARRY FARMER	
Jim Bahringer	
Dean Howell	
Mike Lyon	
Karen Dean	
PAUL REICHARDT	
ALLAN DEAN	
Haley Dodson	
Cheryl McLowell	
Annette Young	

INFRASTRUCTURE COMMITTEE, Oct. 30, 2018 CIP Recommendations**Wastewater**

Project/Equipment Item	2 nd Half FY 18/19 Cost
Lift Station 9 power supply	\$5,000
Replacement ¾ ton pickup with crane	\$6,000
Sewer Cleaning (aka Vactor, or equal) Truck Replacement	\$50,000
Sewer Inspection TV camera	\$50,000
Painting of digester hand railings	\$15,000
Lift Station A1 control panel upgrade	\$65,000
Manhole lid replacements	\$20,000
Total	\$211,000

SWF

Project/Equipment Item	2 nd Half FY 18/19 Cost
Consulting services to assist on regular CDP	\$10,000
Miscellaneous instrumentation/monitoring upgrades	\$10,000
Total	\$20,000

Water

Project/Equipment Item	2 nd ½ FY 18/19 Cost	Note: from CIP list revised 10/25/18
Water meter replacement and upgrades	\$50,000	
Rodeo Grounds Pump Station replacement (preliminary engineering)	\$25,000	
Replace problematic Leimert Service Lines	\$10,000	

Pressure Zone 2 to Zone 7 Transmission Main @ SR Creek pedestrian bridge	\$20,000 *	• Reduced from \$120,000
Stuart St. tank replacement, new foundation	\$25,000	line 5
Water pipes/pumps/PRV repairs/replacements	\$10,000	line 6
Electronic self-monitoring/reporting program	\$10,000	line 16
SCADA Sys, long term water portion	\$10,000	line 20
Vehicle replacement program	\$25,000	line 25
Finance/billing software upgrade (water est @ 50%)	\$20,000**	Line 26, **reduced from \$50,000
TOTAL	\$205,000	

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.A.**

FROM: Monique Madrid, Acting General Manager

Meeting Date: January 17, 2019

Subject: MANAGER'S REPORT

ACTING GENERAL MANAGER:

As we begin 2019, we have a lot of things to celebrate and enjoy. We have a new Board of Directors, some new staff and some who have been here awhile. We have begun working with the Cambria Chamber of Commerce and are including information related to CCSD current events in their newsletter. We are enthusiastic about working with the three committees and assist the committee members in their new roles. As we work through the various steps to establish their guiding documents and schedule meetings, we have the opportunity to get to know each of them a little better. We held a very successful meeting on January 8, with the Resources & Infrastructure Committee. Our team produced a well-prepared work plan for both the Resources & Infrastructure Committee and the Finance Committee. We identified the projected funds for the period of November 1 through June 30, 2019 from the Proposition 218 rates increase, and the proposed projects that could be accomplished with those funds during the period of February through June of 2019, following the mid-year budget adjustment.

Just a few days prior to finalizing the "work-plan," I was advised of two critical Infrastructure needs. Wastewater Supervisor John Allchin advised that Lift Station A1 is in need of a critical upgrade. This lift station is close to the ocean and is a high priority. John is in the process of requesting a proposal for the upgrade. That meeting was directly followed by SWF/Acting Water Supervisor Jim Green and Melissa Bland, who explained a similar crisis in the SR4 well. Jim is also in the process of requesting bids to upgrade the SR4 and SR3 wells. Fortunately, we had the time to include these critical priorities in our work-plan and provide the Committees with the information regarding both items. At the writing of this staff report, I have only met with the Resources and Infrastructure Committee. They were very supportive of the plan and the priorities listed in it. Our staff is looking forward to building on the current work-plan and being able to prepare more information for the coming fiscal year in both the annual budget and in Capital Outlay and Major Maintenance categories, which will be supported by the projected funds from the Proposition 218 rate increase. The work-plan provides us with the tools to inform the public as to what Capital projects and Major Maintenance has been performed with these funds. An update on the Finance Committee's response to the work-plan will be provided at a later date.

We continue to pursue a regular Coastal Development Permit for the SWF. We are actively working with Biologist Cindy Cleveland, District Counsel and County staff regarding the Feasibility Study. Work is continuing on the Closure Plan of the Surface Water Impoundment Basin and we continue to empty the pond. The recent rain has assisted in this process. Brough Construction began work on the Influent Screen installation in December. They are scheduled to finish the installation on February 7. Work is continuing with PG&E on the energy grant/audit. We have a meeting scheduled for mid-January and hope to be able to review the report at that time. The work plan includes some funds for the SWF in the event that any repairs or chemicals are needed during the operational test to recirculate the water at the SWF. We expect to have a successor MOU with IAFF at the February meeting for ratification. Keep an eye out for the new decals which have been received and are in the process of being installed on all CCSD vehicles. Pictures of the new decals are in today's power point presentation.

During last month's meeting, I was asked to provide a list of the training required for Board members. Please see that list is attached. On January 25, CSDA is having their local chapter annual meeting in Avila. I would encourage all of our Board members to attend. It offers good opportunity to network with directors and staff members from other local agencies

The trash company has provided their informational flyers regarding special pick up periods. Please refer to the attached flyers for additional information.

We continue to spend funds only on critical operations as we wait to bring a mid-year budget adjustment to the full Board of Directors in February.

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

At the December 13, 2018 regular Board meeting, President Pierson requested staff prepare a list of upcoming trainings available through SDRMA and CSDA for Directors. Staff has prepared the following list of on-demand webinars and trainings available through SDRMA and CSDA:

Mandatory: Preventing Workplace Harassment, Discrimination and Retaliation Training on Thursday, April 12, 2019 at the County of San Luis Obispo.

Mandatory: Ethics AB1234 Compliance Training On-Demand Webinar available through CSDA.

1/9/2019	Webinar: Prevailing Wage Updates for 2019	
1/15/2019	Webinar: Is the Brown Act Making You Blue?	
1/23/2019	Webinar: Sexual Harassment Avoidance Training	
1/29/2019	Webinar: Understanding Board & District Liability Issues	
2/5/2019	Webinar: Annual Employment Law Update: Recent Cases & Trends	
2/12/2019	Webinar: Ask the Experts: Financing for Capital Improvements	
2/13/2019	Webinar: Election Law Compliance: Rising Tide of CVRA Claims	
2/14/2019	Board Member Best Practices	Rancho Cucamonga
2/20/2019	Webinar: Achieving Transparency Isn't as Hard as It Seems	
2/22/2019	Webinar: Resources for Board Members/Trustees	
2/26/2019	Webinar: Fiscal Year End Planning	
3/5/2019	Webinar: Performance Management: A Change Agent	
3/6/2019	CEQA 101 & 201: Basics and Beyond	Sacramento
3/7/2019	Board Member Best Practices	Goleta
3/12/2019	Webinar: Drilling to Develop Groundwater Sustainability Plan	
3/14/2019	Board Member Best Practices	Bakersfield
3/19/2019	Webinar: Ethics Law for Public Officials	

3/20/2019	Rate Setting Under Propositions 218 and 26	Sacramento
3/26/2019	2019 SDRMA Spring Education Day	Sacramento
3/28/2019	Board Member Best Practices	Corning
4/3/2019	Webinar: Cradle to Grave: Special District LAFCO Involvement	
4/4/2019	Board Member Best Practices	Cupertino
4/7/2019	2019 Special District Leadership Academy San Diego	San Diego
4/11/2019	Webinar: Legislative Round-Up	
4/12/2019	Webinar: Resources for General Managers	
4/16/2019	Prevailing Wage: Basics and Beyond	Sacramento
4/18/2019	Board Member Best Practices	Byron
4/23/2019	Webinar: Employee Privacy - Is There Really Such a Thing?	
4/24/2019	Human Resources Boot Camp for Special Districts	Simi Valley
4/25/2019	Financial Management for Special Districts	Simi Valley
4/30/2019	Supervisory Skills for the Public Sector	Sacramento
5/2/2019	Webinar: Making Connections in CSDA's Online Communities	
5/7/2019	Webinar: How Social Should Special Districts Be?	
5/9/2019	Webinar: Do You Have the Evidence? Employment Documentation	
5/21/2019	2019 Special Districts Legislative Days	Sacramento
5/30/2019	Webinar: Resources for Board Secretaries	
6/4/2019	Webinar: Managing Risk in Public Contracts	
6/6/2019	Webinar: Required Harassment Prevention Training	
6/23/2019	2019 General Manager Leadership Summit	Newport Beach
7/7/2019	2019 Special District Leadership Academy Napa	Napa
7/18/2019	Webinar: CSDA's Value-Added Benefits	
7/24/2019	Essential Communications for Every Special District	Sacramento
7/24/2019	Personalized Professional Media Training	Sacramento
7/30/2019	Webinar: Records Retention and Document Management	
7/31/2019	Essential Communications for Every Special District	Fresno
8/1/2019	Webinar: Dude, My Boss Is a Millennial	
8/6/2019	Online Compliance and Transparency Made Simple	Sacramento
8/7/2019	Human Resources Boot Camp for Special Districts	El Dorado Hills
8/8/2019	Financial Management for Special Districts	El Dorado Hills
8/14/2019	Essential Communications for Every Special District	Chico

8/14/2019	Personalized Professional Media Training	Chico
8/28/2019	Essential Communications for Every Special District	Cotati
9/25/2019	2019 Annual Conference & Exhibitor Showcase	Anaheim
10/8/2019	Webinar: Maximizing Employee Potential through Coaching/Eval	
10/16/2019	Essential Communications for Every Special District	Marina
10/23/2019	So, You Want to Be a General Manager?	Sacramento
10/30/2019	Essential Communications for Every Special District	Santee
10/31/2019	Webinar: Legislative Round-Up 10.31.19	
11/12/2019	2019 Board Secretary/Clerk Conference	Seaside

ADMINISTRATION:

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

Human Resources:

- Met with several employees for various Human Resources matters
- Finalized the background process for a Wastewater Operator to fill a recent vacancy and hired James Soldenwagner. Welcome, James!
- Started a recruitment for a Water Systems Operator to fill a recent vacancy
- Started the General Manager recruitment

Recruitment:

- Held interviews for the Water Systems Operator position

Trainings:

- Emailed staff regarding the upcoming LCW consortium training in Paso Robles on February 6, 2019
- Emailed new employees and directors regarding attending the required Preventing Workplace Harassment, Discrimination and Retaliation Training on Thursday, April 12, 2019 at the County of San Luis Obispo

Board Meetings:

- Attended multiple agenda preparation meetings
- Coordinated sending out staff report reminders to Managers
- Coordinated with the Board of Directors and staff regarding the January 17, 2019 regular meeting
- Followed up on Board action and document preparation and distribution

Finance Committee:

- Prepared the January 10th regular meeting agenda packet
- Multiple meetings to review various items related to the meeting
- Annette sent out agenda review emails to Director Pierson and Mr. Siegler

Infrastructure Committee:

- Prepared the January 8th regular meeting agenda packet
- Multiple meetings to review various items related to the meeting
- Annette sent out agenda review emails to Ms. Dean

¹¹⁶
PROS Commission:

- Ms. Young handled the preparation, distribution and posting of the PROS Commission meeting agendas and minutes
- Posted the approved December regular meeting minutes
- Published the January regular meeting agenda packet

Meetings:

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

Miscellaneous:

- Worked on public record requests and responses, review documents, redact as appropriate and provide responses to the requestor
- Participated in multiple operational meetings with various managers and administrative staff
- Processed purchase orders for multiple vendors
- Worked on the District Transparency Certificate of Excellence website requirements
- Sent reminder emails to directors, staff and PROS Commissioners regarding completing the 700 form
- Met with Fire Chief Hollingsworth and Wastewater System Supervisor regarding establishing a Blood Borne Pathogen Program
- Distributed 2019 California & Federal Labor Law posters to each department
- Ordered vehicle number and miscellaneous decals for department vehicles. Staff is beginning to install the numbering system and decals on district vehicles.
- Coordinated with Supervisors on surplus vehicles

Engineering Department:

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

Facilities & Resources Department:

- Met with the Facilities & Resources Manager

Fire Department:

- Met with the Fire Chief

Finance Department:

- Met with the Finance Manager on several occasions to discuss and assist with multiple Finance Department matters
- Review and improve accounts payable process and provide support needed to staff

Wastewater Department:

- Met with Wastewater Department Supervisor

SWF:

- Met with Chief Plant Operator

FACILITIES AND RESOURCES:

1. **Fiscalini Ranch Preserve:**
 - a. Fence:

- i. 150' of wire fence was replaced/fixed on the north end of Bluff Trail.
 1. The existing barb wire fence had broken posts and wires. CCSD Staff removed all wire, installed new posts and ran new barbless wire.
 - b. Dead and Dangerous Trees:
 - i. Two dead and dangerous trees were dropped behind Warren Dr and Victoria Way.
 1. Trees were cleaned up and chipped on site. Chips will be used by FFRP volunteers to cover trails.
 - c. Gall Rust Trees:
 - i. FFRP and CCSD Staff have been working on an area of the forest that has significant gall rust infestation. Volunteers have been cutting sections of infested branches from trees. Branches are being placed along trails. Once there is a significant amount of branches and weather and terrain permit, CCSD Staff chips all of the branches.
2. **Vets Hall:**
 - a. During the past month CCSD Staff has spent significant amount of time working on Vets Hall projects.
 - i. Main Hall walls were patched up and repainted.
 - ii. Dining Room walls were patched up and repainted.
 - iii. Hall way walls were patched up and repainted.
 - iv. On Saturday January 5th wood floors in the Main Hall and Dining Room were refinished. Vets Hall was cleared of events until Friday the 11th.
 - v. Doors on back stage and side of main hall were treated for rust and re painted.
 - vi. Hand rails by front doors were re painted.
 - vii. Hand rails on back stairs were reinforced and repainted.
 - viii. Parking lot was inspected, all holes were patched, and cracks were filled.
3. **Administration Building:**
 - a. A malfunctioning electric water heater in one of the restrooms caused water damage in the restroom, kitchen, hall way and downstairs unit of the building.
 - i. Staff responded and coordinated the mold remediation with Serve Pro. Floor was removed from all affected areas along with opening all of the walls. Fans and humidifiers were installed.
 - ii. Once Serve Pro confirmed no mold was present, Staff coordinated the installation of subflooring and linoleum on restroom, hall way and kitchen. All walls were patched, and restroom repainted. Staff also worked with the Landlord on repairs to the bottom unit.
4. **Old Dog Park Property:**
 - a. A chain and flagging were installed across the entrance of the property.

ENGINEER:

The Engineer retired just prior to the writing of this staff report. Please see the attached well level and production reports.

WASTEWATER:

Wastewater Treatment Plant Operations

- The flows to the plant are up about 100,000 over dry weather flows. This is mostly due to water being introduced through small holes in the collection system now that the water table has risen.
- We have issued a purchase order for a new F-350 service truck with Crane to Down Town Ford in Sacramento. The truck will be ready for pick up in March.
- Brough Construction has started installation of the new influent screen. I have included a breakdown of the progress.

- Wastewater Operators Delon and Toni are preparing the wall next to the dump station to be ready for paint once the Influent Screen installation is complete.
- PG&E along with MKN engineers were onsite December 19, 2018, to present a preliminary assessment of proposed plant and collection system upgrades. Once a more formal project proposal is developed, we anticipate presenting this information to the infrastructure committee and full board within the coming months.
- A professional service contract is being finalized with Tough Automation for SCADA system maintenance and development here at the WWTP.

Collection Systems & Lift Stations

- We have been working on finding a contractor who is able to replace manhole lids in the collection system.
- Delon and Toni took the Vactor pump out to lift station 9 and removed a layer of grease from its surface.
- We are experiencing trouble with the generator at lift station B-4. Alpha has been working on it, and we are now on hold until parts arrive. This is one of the lift stations that needs to be upgraded. It is included in the PG&E findings; we will have more information on this lift station in the future.

Laboratory

- We have taken over the calibration of the pH meter and the Turbidity meters.
- Abalone is still the LAB administrator on file.

Administration

- We have hired a new WWTP operator who started on January 2nd.

WATER/SWF:

Water/SWF Department Activity Summary

1. SWF

- a. Impoundment Basin: Following November's late rain, the Impoundment Basin's surface level increased to 38.5". The newly installed staff gauge had measured as low as 34" prior to the pre-Thanksgiving precipitation. Daily blending operation is continuing, and the average daily volume being pumped is between 5,000 to 8,000 gallons. Pond elevation is now approximately 36.5".
Removal of pumps and electrical supplies has begun in an effort to keep fixtures in newer condition and perhaps surplus unnecessary equipment that would not be used in the future by the District.
- b. AWTP: A facility test run is still in the works. New chemical, purchased in small quantity, was received early in the month to ensure appropriate treatment processing and to maintain micro-filter integrity. A chlorine analyzer was obtained to confirm de-chlorination at the end of the processing cycle, thus safeguarding surrounding habitat from any chlorine residue that might result from the processing sequence.
On December 20th a Mag Meter installation was completed; an 8" Siemens Magnetic Hi-Flo meter was installed on the reinjection effluent pipe. Assistance from Water Department personnel Ben, Adam, and Andy helped tremendously with this difficult install. A 2" electrical conduit line, a 2" domestic water line to the emergency fire storage tank, and an 8" non-potable supply line were all located above the effluent line where the mag meter was installed. Use of the vacuum trailer and backhoe tractor were needed to excavate the install site.

Final electrical power and data lines are being connected for SCADA link up. Installation is being performed by Alpha Electrical Services.



2. Water Department:

- a. Santa Rosa Well 4 has been offline for the greater part of the month due to deficient turbidity analyzer performance. Efforts at this site in November included updates to SCADA control and chlorine analyzer maintenance, calibration, and repair. The issue with high turbidity readings was identified by Water Department operators Adam Steventon and James Green. The current Turbidimeters have reached the end of their anticipated duty cycle. We are currently awaiting receipt of new, industry standard replacement analyzers which are due the first week of the new year.
- b. Although December is usually a slower, quieter time for field work and well production, the Water Department received a (December) record number of USA locates for underground utility work. Well production for the month is also much higher, most likely due to the Lodge's Christmas Market attendance.
- c. To end the month of December, a leak was investigated on Tamsen Street. Fortunately, a small leak on a large distribution main was located and repaired the same afternoon. This was a difficult repair due to the main resting on large bedrock formation which had to be jackhammered into pieces for removal before repair apparatus could be positioned and installed.





- d. Well production and levels are reported in the attached graphs and charts.
- e. Standard duties and tasks performed during the month are listed below.

Activity	# Completed
Manual Meter Reads/Locates for Billing Purposes	246
Customer assists for high water usage on customer side of meter	24
Locking/Unlocking Water Meters	1
Meter Shut-Off/Turn-On at Owner's Request	8
Repairs of distribution system leaks	2
After-Hours System Alarm Responses	4
USA Locations	11
Water Service Line Information Requests	4

Attachments:

1. Cambria Spring Clean-Up Week
2. Cambria Fall Clean-Up Week
3. PowerPoint Presentation
4. Production and Well Graphs
5. Public Records Requests and Responses

Clean~Up Week

April 8-12 2019

Rules & Regulations

CLEAN-UP WEEK

A community service provided free to single family residential customers of Mission Country Disposal, Cambria.

Bulky Items - \$10 EACH -

You must call one week before your collection day to schedule.

ON THE CURB

Place your Clean-Up Week garbage on the curb no later than 6:00am on your regular garbage collection day. Don't block your waste wheelers, we still run automated trucks.

CONTAINER NOTES

Clean-Up Week garbage may be placed in standard trash cans or tied into bundles. Standard trash containers will be emptied and left on the curb. Boxes and plastic bags will be taken away with your garbage. If you want your non-standard containers left behind, ***please mark or place a note on them.***

CONTAINER SIZE

Containers or bundles of garbage must weigh 75 pounds or less and must measure four feet or less in overall length. **No hazardous materials will be taken.**

Garbage, greenwaste, & recycling combined for 12 cans, bags, or bundles **plus your waste wheelers.** Excess garbage will be left on the curb.

TWELVE standard trash cans (32 gallons each) OR the equivalent in bags, boxes, or bundles. Each not to exceed 75 pounds and **four feet in length.**

BULKY ITEMS- \$10 EA -

The following special prices are valid only during Clean-Up Week ***Items must be on the curb to qualify for these special prices.*** You must call one week before your collection day.

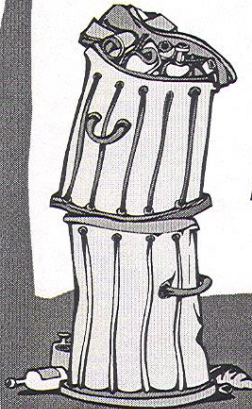
\$10 EACH -LIMIT TWO OF EACH. OVERLY LARGE ITEMS REQUIRING TWO MEN TO HANDLE WILL HAVE ADDITIONAL COST BY QUOTE ONLY
Televisions • Water Heaters • Couches • Washers • Dryers • Small Appliances • Chairs • Box Springs • Mattresses • Refrigerators • Overstuffed Chairs • Passenger Car Tires \$2.50 ea. Rims \$2.50 ea. (limit of 4) **No auto parts.**

TO ARRANGE FOR PICKUP OF BULKY ITEMS (NOT FREE)

you must first call 805-927-4995

Bulky items will not be picked up unless you call first.

**DON'T PUT OUT YOUR TRASH UNTIL
YOUR COLLECTION DAY**



GENERAL TIPS FROM THE OFFICE

1. PLEASE DON'T USE PLASTIC BAGS IN THE COMMINGLED RECYCLING OR GREENWASTE CANS. INADVERTENTLY SOMEONE WILL THROW GARBAGE IN WITH THE RECYCLING AND CONTAMINATE THE ENTIRE LOAD. JUST DUMP THE RECYCLING IN THE CAN AND THROW THE BAG AWAY.
2. LARGE PIECES OF CARDBOARD NEED TO BE CUT UP OR BROKEN DOWN SO THEY FIT IN THE BLUE CART WITH THE LID CLOSED. THE AUTOMATED TRUCKS WE ARE USING CAN'T PICK UP LOOSE CARDBOARD. IF YOU NEED A BIGGER BLUE BIN CALL THE OFFICE. THERE IS A FEE TO REMOVE EXTRA CARDBOARD.
3. IF YOU FORGET TO PUT YOUR CAN OUT BY 6:00AM AND WE HAVE TO SEND A TRUCK BACK TO YOUR HOUSE THERE WILL BE A TRIP CHARGE FOR EACH COMMODITY.
4. IT IS IMPORTANT TO NOT PACK THE WASTE WHEELER SO TIGHT THAT WHEN TURNED UPSIDE DOWN, NOTHING WILL COME OUT.

THE OFFICE NUMBER IS 805-927-4995.



Clean~Up Week

September 16-20 2019

Rules & Regulations

CLEAN-UP WEEK

A community service provided free to single family residential customers of Mission Country Disposal, Cambria.

BULKY ITEMS - \$10 EA -

You must call one week before your collection day to schedule.

ON THE CURB

Place your Clean-Up Week garbage on the curb no later than 6:00am on your regular garbage collection day. Don't block your waste wheelers, we still run automated trucks.

CONTAINER NOTES

Clean-Up Week garbage may be placed in standard trash cans or tied into bundles. Standard trash containers will be emptied and left on the curb. Boxes and plastic bags will be taken away with your garbage. If you want your non-standard containers left behind, *please mark or place a note on them.*

CONTAINER SIZE

Containers or bundles of garbage must weigh 75 pounds or less and must measure four feet or less in overall length. No hazardous materials will be taken.

Garbage, greenwaste, & recycling combined to equal 12 cans, bags, or bundles **plus your carts.**

Excess garbage will be left on the curb.

TWELVE standard trash cans (32 gallons each) OR the equivalent in bags, boxes, or bundles. Each not to exceed 75 pounds and four feet in length

BULKY ITEMS - \$10 EA -

The following special prices are valid only during Clean-Up Week *Items must be on the curb to qualify for these special prices.*

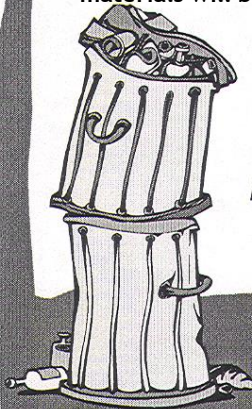
\$10 EACH -LIMIT TWO OF EACH. OVERLY LARGE ITEMS REQUIRING TWO MEN TO HANDLE WILL HAVE ADDITIONAL COST BY QUOTE ONLY
 Televisions • Water Heaters • Couches • Washers • Dryers • Small Appliances • Chairs • Box Springs • Mattresses • Refrigerators • Overstuffed Chairs • Passenger Car Tires \$2.50 ea. Rims \$2.50 ea. (limit of 4) No auto parts.

TO ARRANGE FOR PICKUP OF BULKY ITEMS (NOT FREE)

you must first call 805-927-4995

Bulky items will not be picked up unless you call first.

**DON'T PUT OUT YOUR TRASH UNTIL
YOUR COLLECTION DAY**



GENERAL TIPS FROM THE OFFICE

- 1. PLEASE DON'T USE PLASTIC BAGS IN THE COMMINGLED RECYCLING OR GREENWASTE CANS. INADVERTENTLY SOMEONE WILL THROW GARBAGE IN WITH THE RECYCLING AND CONTAMINATE THE ENTIRE LOAD. JUST DUMP THE RECYCLING IN THE CAN AND THROW THE BAG AWAY.**
- 2. LARGE PIECES OF CARDBOARD NEED TO BE CUT UP OR BROKEN DOWN SO THEY FIT IN THE BLUE WASTE WHEELER WITH THE LID CLOSED. THE AUTOMATED TRUCKS CAN'T PICK UP LOOSE CARDBOARD. IF YOU NEED A BIGGER BLUE BIN CALL THE OFFICE. THERE IS A FEE TO REMOVE EXTRA CARDBOARD**
- 3. IF YOU FORGET TO PUT YOUR CAN OUT BY 6:00AM AND WE HAVE TO SEND A TRUCK BACK TO YOUR HOUSE THERE WILL BE A TRIP CHARGE FOR EACH COMMODITY.**
- 4. IT IS IMPORTANT NOT TO PACK THE CARTS SO TIGHT THAT WHEN TURNED UPSIDE DOWN, NOTHING WILL COME OUT.**

THE OFFICE NUMBER IS 805-927-4995.

Cambria Community Services District

Regular Board Meeting
January 17, 2019

Facilities & Resources Department

Staff installed safety reflectors and a chain at the old dog park entrance.

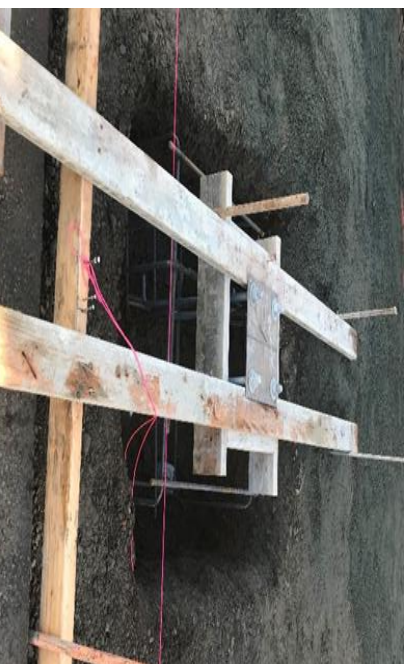


Staff installed new decals on district vehicles

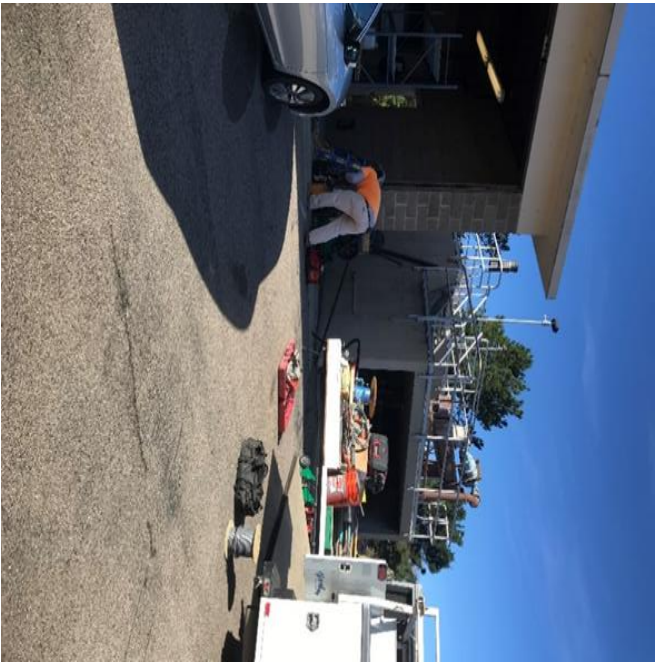
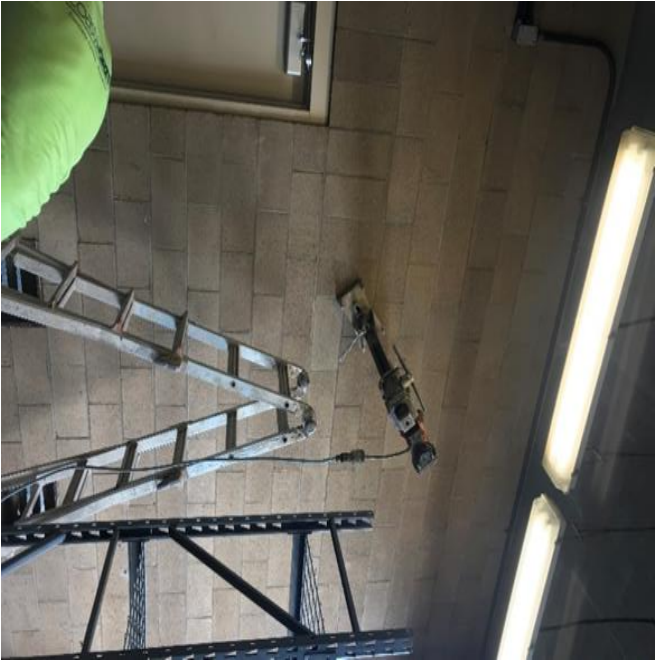
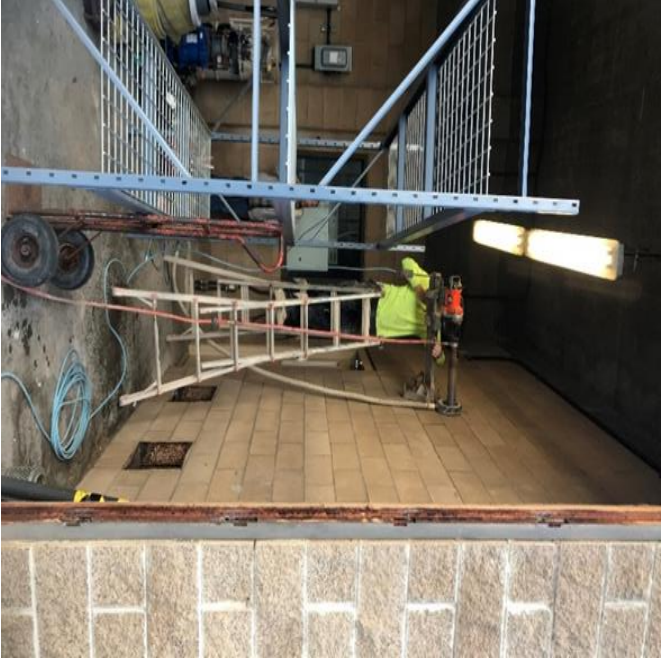


Wastewater Department

The influent screen installation began. They removed an old water line and dug footings.



They poured and finished the dumpster slab and installed conduit.



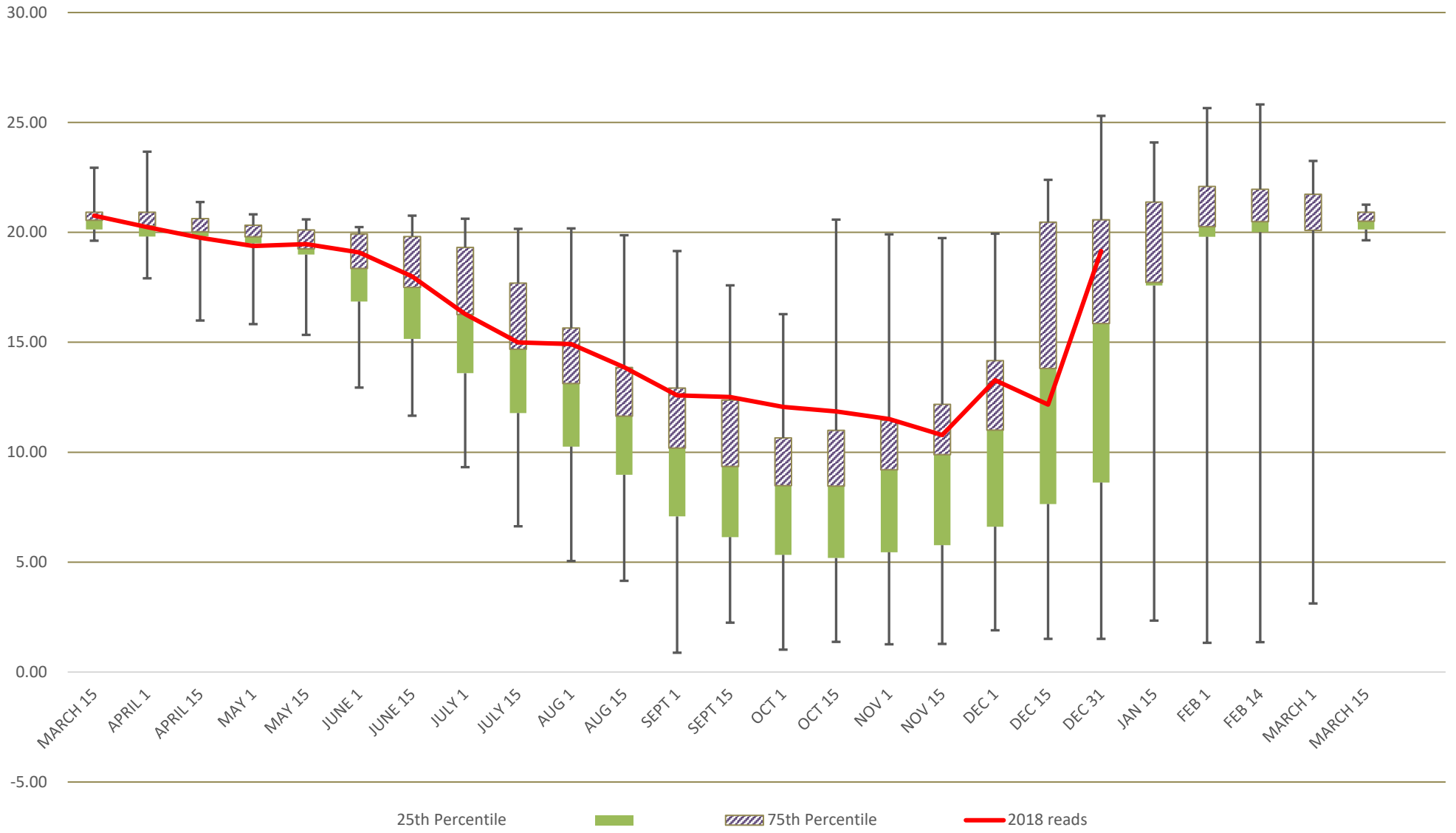
2018
CAMBRIA COMMUNITY SERVICES DISTRICT
GROSS WATER PRODUCTION, BY SOURCE
REPORTED IN ACRE-FEET

YEAR	SOURCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL TOTAL	YEAR
2006	S.S.	50.81	49.10	48.82	49.65	60.58	65.65	56.12	59.67	52.49	42.86	34.46	42.75	612.96	2006
	S.R.	0.00	0.78	0.00	0.62	0.74	2.56	23.58	20.72	20.17	23.88	26.46	13.63	133.14	
	SS & SR TOTAL	50.81	49.88	48.82	50.27	61.32	68.21	79.70	80.39	72.66	66.74	60.92	56.38	746.10	
2005	S.S.	50.05	46.16	51.09	55.01	65.70	68.81	80.52	61.60	48.71	47.08	40.83	36.70	652.26	2005
	S.R.	0.00	0.62	0.93	0.76	0.76	0.73	1.64	17.32	20.25	21.69	16.92	7.36	88.98	
	SS & SR TOTAL	50.05	46.78	52.02	55.77	66.46	69.54	82.16	78.92	68.96	68.77	57.75	44.06	741.24	
2004	S.S.	55.83	51.40	58.56	64.33	67.98	52.62	47.04	39.68	41.06	34.80	49.30	49.92	612.52	2004
	S.R.	0.00	0.61	1.17	4.84	8.68	22.08	30.80	36.30	27.32	24.95	1.73	1.63	160.11	
	SS & SR TOTAL	55.83	52.01	59.73	69.17	76.66	74.70	77.84	75.98	68.38	59.75	51.03	51.55	772.63	
2003	S.S.	52.73	49.97	57.35	58.32	62.82	68.22	65.05	63.34	58.91	67.08	56.20	48.84	708.83	2003
	S.R.	0.70	1.11	0.48	0.94	1.84	5.63	19.77	22.04	16.00	6.58	3.12	5.84	84.05	
	SS & SR TOTAL	53.43	51.08	57.83	59.26	64.66	73.85	84.82	85.38	74.91	73.66	59.32	54.68	792.88	
2002	S.S.	54.43	52.23	60.70	65.43	60.75	55.13	66.79	73.35	66.59	62.03	56.36	53.98	727.77	2002
	S.R.	1.28	1.27	1.10	1.11	14.82	22.79	19.54	9.67	3.52	4.02	2.04	0.55	81.71	
	SS & SR TOTAL	55.71	53.50	61.80	66.54	75.57	77.92	86.33	83.02	70.11	66.05	58.40	54.53	809.48	
2001	S.S.	56.16	48.05	55.92	60.69	73.30	77.51	85.01	78.50	53.45	56.21	48.16	52.29	745.25	2001
	S.R.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.78	21.08	16.87	8.06	0.89	52.68	
	SS & SR TOTAL	56.16	48.05	55.92	60.69	73.30	77.51	85.01	84.28	74.53	73.08	56.22	53.18	797.93	
2000	S.S.	56.41	50.43	55.27	65.40	70.84	73.60	85.00	84.68	73.30	65.60	58.49	59.80	798.82	2000
	S.R.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	SS & SR TOTAL	56.41	50.43	55.27	65.40	70.84	73.60	85.00	84.68	73.30	65.60	58.49	59.80	798.82	
1999	S.S.	56.40	45.26	52.16	57.40	70.43	71.35	85.41	82.68	69.45	68.04	57.78	57.69	774.05	1999
	S.R.	0.01	0.01	0.01	0.04	0.02	0.07	0.01	0.02	0.32	0.02	0.00	0.00	0.53	
	SS & SR TOTAL	56.41	45.27	52.17	57.44	70.45	71.42	85.42	82.70	69.77	68.06	57.78	57.69	774.58	
1998	S.S.	44.39	46.36	47.00	50.53	56.43	63.43	77.75	80.30	68.35	66.58	54.06	52.13	707.31	1998
	S.R.	0.01	0.01	0.01	0.01	0.00	0.01	0.01	0.09	0.01	0.00	0.00	0.00	0.16	
	SS & SR TOTAL	44.40	46.37	47.01	50.54	56.43	63.44	77.76	80.39	68.36	66.58	54.06	52.13	707.47	
1997	S.S.	50.61	49.20	65.66	68.65	76.18	79.14	82.31	57.02	37.32	27.50	38.96	45.96	678.51	1997
	S.R.	0.02	0.08	0.02	0.02	0.02	0.02	0.38	25.92	31.54	36.85	12.41	0.01	107.29	
	SS & SR TOTAL	50.63	49.28	65.68	68.67	76.20	79.16	82.69	82.94	68.86	64.35	51.37	45.97	785.80	
1996	S.S.	46.66	43.40	47.39	56.95	66.18	70.83	75.70	77.27	68.23	65.58	50.37	49.43	717.99	1996
	S.R.	0.01	0.03	0.03	0.03	0.03	0.01	0.03	0.02	0.01	0.02	0.02	0.02	0.26	
	SS & SR TOTAL	46.67	43.43	47.42	56.98	66.21	70.84	75.73	77.29	68.24	65.60	50.39	49.45	718.25	
1995	S.S.	41.30	41.10	47.10	52.14	53.50	59.00	74.70	74.10	65.40	64.70	55.30	47.60	675.94	1995
	S.R.	1.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.90	
	SS & SR TOTAL	43.20	41.10	47.10	52.14	53.50	59.00	74.70	74.10	65.40	64.70	55.30	47.60	677.84	
1994	S.S.	47.00	38.60	48.60	52.00	54.60	63.40	69.30	47.80	31.70	30.80	28.20	26.00	538.00	1994
	S.R.	0.00	0.00	0.00	0.00	0.10	0.00	0.00	25.00	30.20	27.70	21.20	19.90	124.10	
	SS & SR TOTAL	47.00	38.60	48.60	52.00	54.70	63.40	69.30	72.80	61.90	58.50	49.40	45.90	662.10	
1993	S.S.	50.10	45.70	52.60	56.30	68.30	68.80	68.10	69.80	59.80	56.10	51.40	43.50	690.50	1993
	S.R.	0.50	0.30	0.00	0.00	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.90	
	SS & SR TOTAL	50.60	46.00	52.60	56.30	68.40	68.80	68.10	69.80	59.80	56.10	51.40	43.50	691.40	
1992	S.S.	45.30	42.20	45.90	55.20	64.00	58.10	44.90	41.80	35.00	32.80	34.00	43.10	542.30	1992
	S.R.	0.80	0.30	0.10	0.40	0.50	6.10	22.70	28.10	26.30	25.10	19.50	5.50	135.40	
	SS & SR TOTAL	46.10	42.50	46.00	55.60	64.50	64.20	67.60	69.90	61.30	57.90	53.50	48.60	677.70	

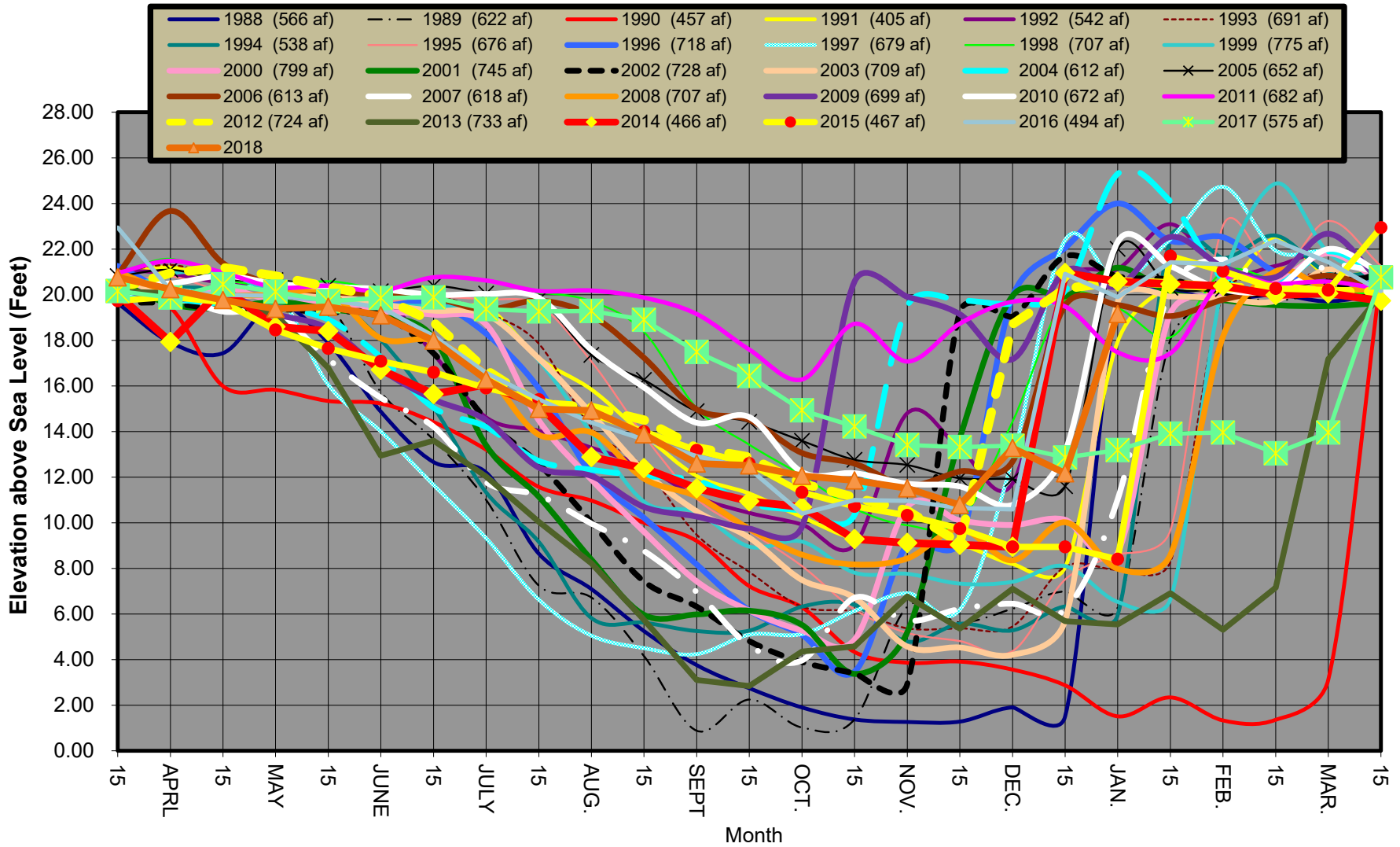
2018
CAMBRIA COMMUNITY SERVICES DISTRICT
GROSS WATER PRODUCTION, BY SOURCE
REPORTED IN ACRE-FEET

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

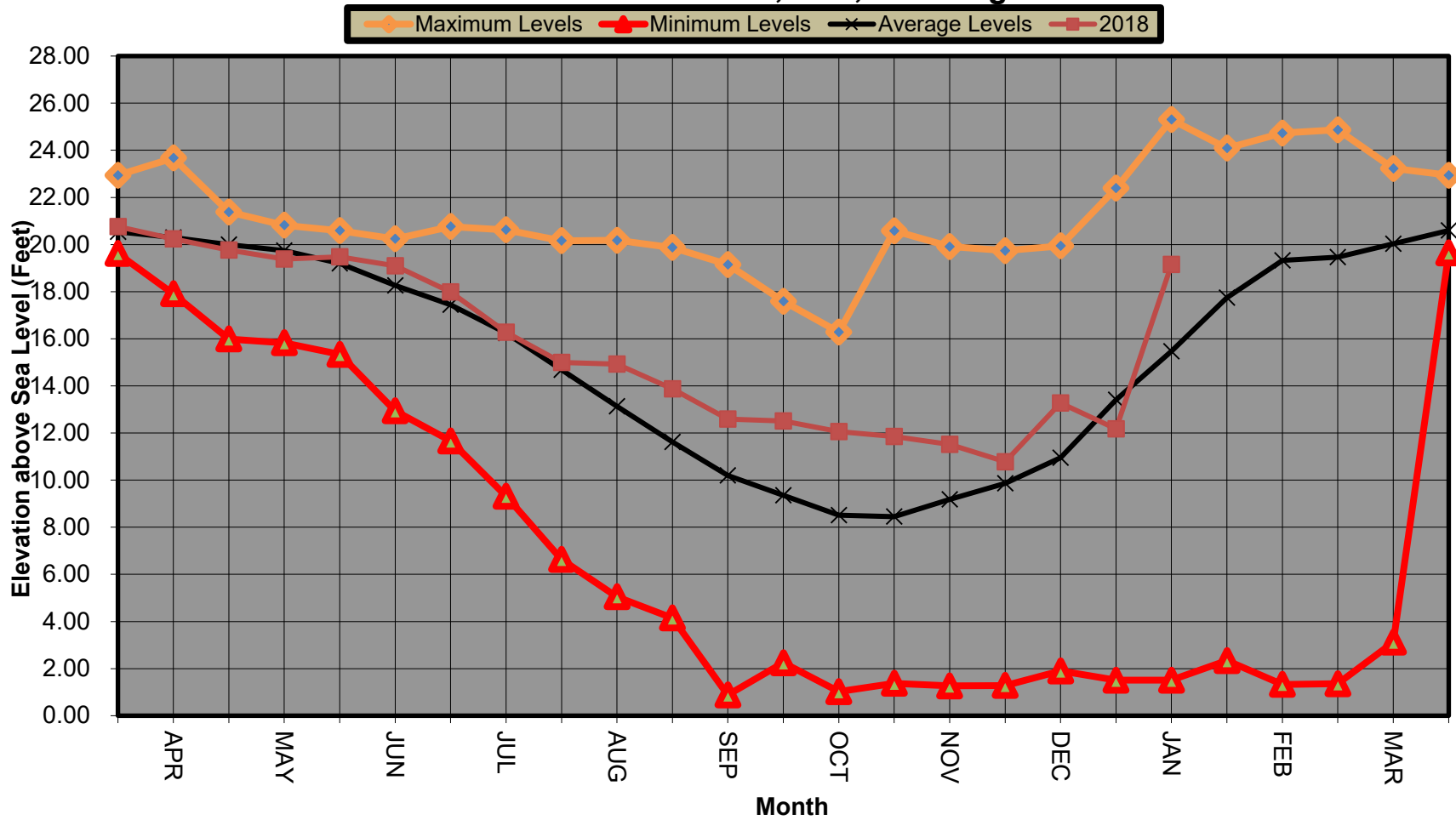
1988 to Current Statistical San Simeon Well Level Summary by Month showing Minimums, Maximums, 25 % Percentile, 75% Percentile Average Level is the line between the Purple (hatched) and Green (solid) bars



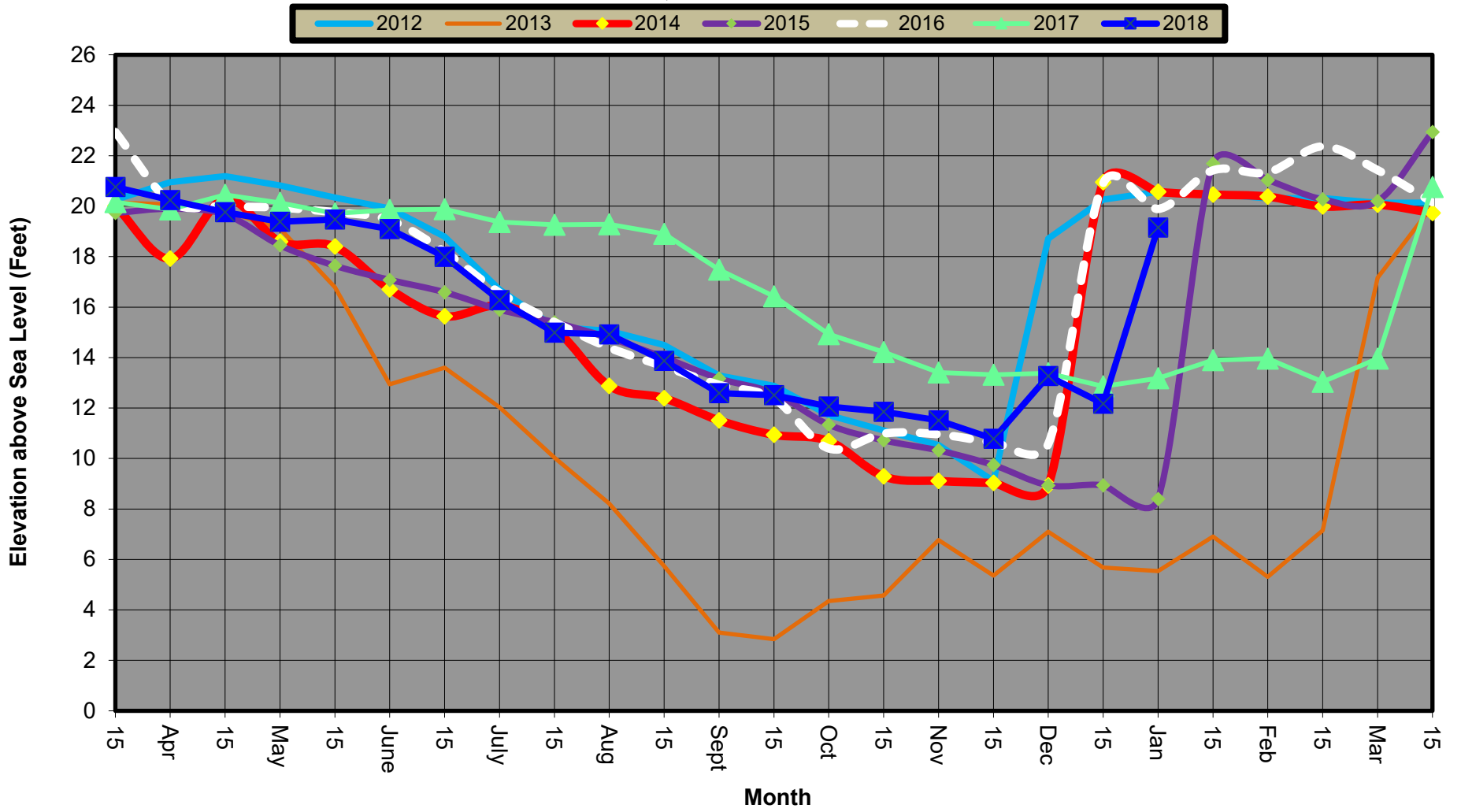
San Simeon Creek Well Levels 1988 - Current



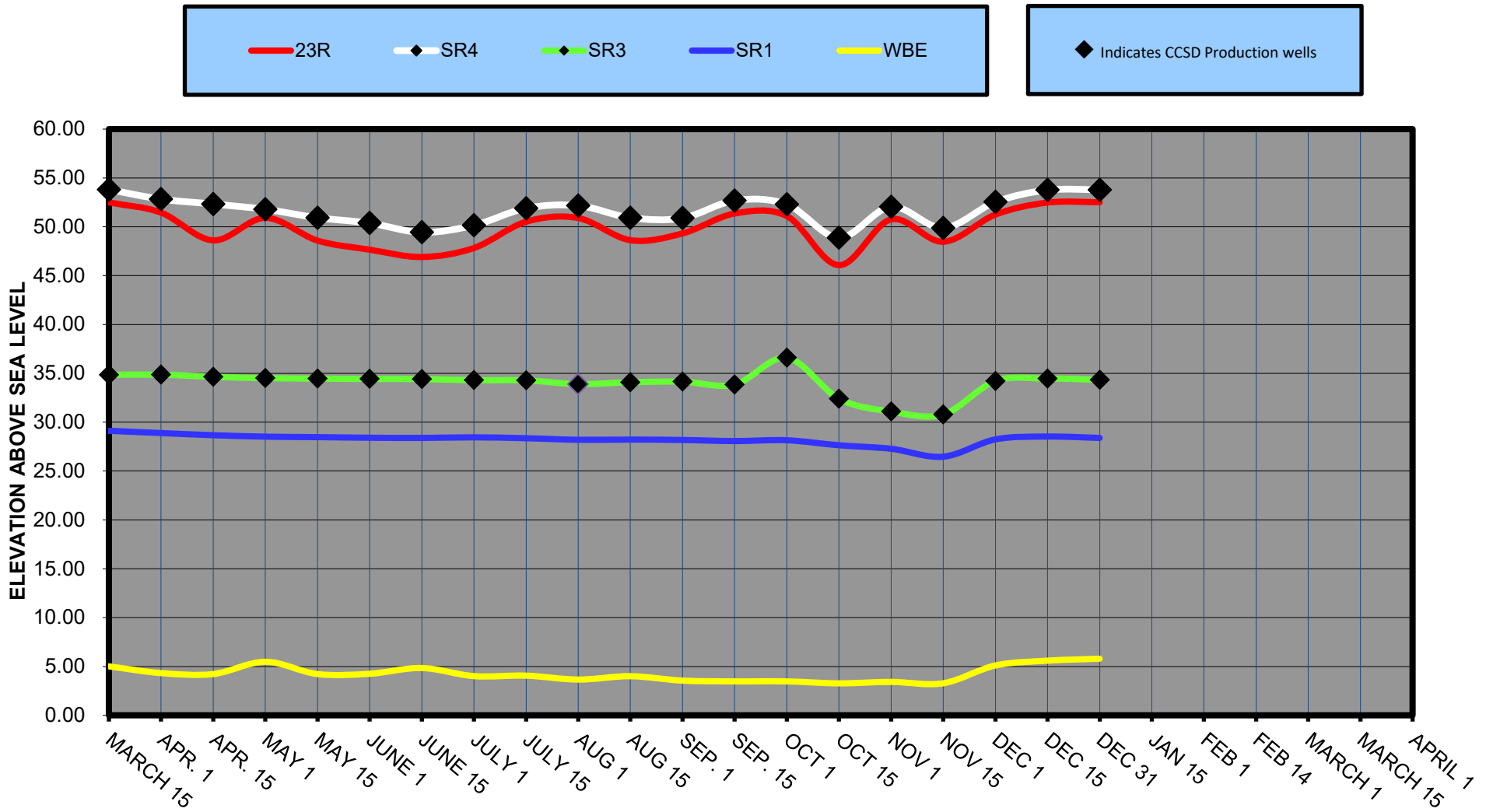
San Simeon Creek Well Levels Mid-March 2018/2019 levels to date and 1988 to Current Min, Max, & Average



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



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



CAMBRIA COMMUNITY SERVICES DISTRICT
WELL WATER LEVELS FOR 03-Jan-19

Well Code	Distance Ref. Point to Water Level	Reference Point Distance Above Sea Level	Depth of Water to Sea Level	Remarks
SANTA ROSA CREEK WELLS				
23R	30.91	83.42	52.51	
SR4	28.22	82.00	53.78	
SR3	19.96	54.30	34.34	
SR1	18.01	46.40	28.39	
RP#1		46.25		Not Read
RP#2		33.11		Not Read
21R3	7.15	12.88	5.73	41767
WBE	11.08	16.87	5.79	
WBW	11.30	17.02	5.72	
AVERAGE LEVEL OF CCSD SANTA ROSA WELLS SR1 & SR3 =				31.37 FEET
CCSD SANTA ROSA WELL SR4 =				53.78 FEET

SAN SIMEON CREEK WELLS				
16D1	6.00	11.36	5.36	
MW4	10.40	15.95	5.55	
MW1	20.29	42.11	21.82	
MW2	19.35	38.10	18.75	
MW3	25.67	49.56	23.89	
9M1	27.88	65.63	37.75	
9P2	10.54	19.11	8.57	
9P7	12.10	20.69	8.59	
9L1	15.92	30.50	14.58	
RIW	11.91	25.41	13.50	
SS4	14.45	25.92	11.47	SS4 to 9P2 Gradient = + 2.90
MIW	12.47	29.89	17.42	
SS3	15.15	33.73	18.58	
SS2	13.60	33.16	19.56	
SS1	13.07	32.37	19.30	
11B1	19.49	105.43	85.94	
11C1	14.39	98.20	83.81	
PFNW	13.20	93.22	80.02	
10A1	26.38	78.18	51.80	
10G2	19.69	62.95	43.26	
10G1	18.00	59.55	41.55	
10F2	26.10	66.92	40.82	
10M2	22.90	55.21	32.31	
9J3	16.08	43.45	27.37	
lagoon	18.33			mitigation erosion none
AVERAGE LEVEL OF CCSD SAN SIMEON WELLS SS1,SS2 & SS				19.15 FEET

revised 6/6/16

Red Font are the CCSD's Production Wells, as measured on 03-Jan-19

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

CAMBRIA COMMUNITY SERVICES DISTRICT
WELL WATER LEVELS FOR 15-Dec-19

Well Code	Distance Ref. Point to Water Level	Reference Point Distance Above Sea Level	Depth of Water to Sea Level	Remarks
SANTA ROSA CREEK WELLS				
23R	30.94	83.42	52.48	
SR4	28.24	82.00	53.76	
SR3	19.84	54.30	34.46	
SR1	17.87	46.40	28.53	
RP#1		46.25		Not Read
RP#2		33.11		Not Read
21R3	7.43	12.88	5.45	41767
WBE	11.28	16.87	5.59	
WBW		17.02		Not Read
AVERAGE LEVEL OF CCSD SANTA ROSA WELLS SR1 & SR3 =				31.50 FEET
CCSD SANTA ROSA WELL SR4 =				53.76 FEET

SAN SIMEON CREEK WELLS				
16D1	5.68	11.36	5.68	
MW4	10.13	15.95	5.82	
MW1		42.11		Not Read
MW2		38.10		Not Read
MW3		49.56		Not Read
9M1		65.63		Not Read
9P2	11.89	19.11	7.22	
9P7		20.69		Not Read
9L1	20.58	30.50	9.92	
RIW		25.41		Not Read
SS4	17.22	25.92	8.70	SS4 to 9P2 Gradient = + 1.48
MIW		29.89		Not Read
SS3	21.70	33.73	12.03	
SS2	20.70	33.16	12.46	
SS1	20.34	32.37	12.03	
11B1		105.43		Not Read
11C1	13.96	98.20	84.24	
PFNW		93.22		Not Read
10A1		78.18		Not Read
10G2		62.95		Not Read
10G1		59.55		Not Read
10F2		66.92		Not Read
10M2	28.60	55.21	26.61	
9J3		43.45		Not Read
lagoon	18.36			mitigation erosion none
AVERAGE LEVEL OF CCSD SAN SIMEON WELLS SS1,SS2 & SS				12.17 FEET

revised 6/6/16

Red Font are the CCSD's Production Wells, as measured on 15-Dec-19

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

Public Records Requests and Responses

There were 2 Public Record Requests received since December 13, 2018 by the following citizens. The listing below is representative of the request and does not necessarily reflect the extensive nature of each request.

12/18/2018: Peggy Blidy 1) I just spoke with Chief Hollingsworth who advised me to contact you in order to obtain any reports Cambria Fire Department has with respect to an accident which occurred on 11/9/14 at 8551 Red Mountain Road, Cambria, CA. This office represents Toyota Motor Corporation in a lawsuit brought by James Clark as a result of this accident. Please let me know the cost associated with obtaining this report and I will send payment via Federal Express to you. Thank you very much for your assistance in this regard.

On December 19, 2018, the CCSD responded to Peggy Blidy's 12/18/2018 Public Records Request with the following:

Enclosed is the November 9, 2014 accident report on Red Mountain Road in Cambria.

1/4/2019: Christine Heinrichs 1) Amount and conditions of the termination settlement with Jerry Gruber. The contract and termination with finance manager Rudy Hernandez and any financial settlement documents relating to the installation of the influent screen, including costs and dates. Is the installation complete? Especially whether there is a provision for penalties if the screen is not installed in a timely fashion.

BOARD OF DIRECTORS' MEETING-JANUARY 17, 2019
FINANCE MANAGER'S REPORT

EXPENDITURE REPORT FOR THE MONTHS OF DECEMBER 2018

The Expenditure Report for the month of December 2018 is being submitted to the CCSD Board of Directors in today's meeting (see Agenda Item 5.A.). The report includes a detailed listing and monthly sub-total for each Accounts Payable Vendor, and a summary of each department's monthly expenditures.

AVAILABLE CASH BALANCES AS OF DECEMBER 2018

The total available cash is listed as follows:

Account Type	Balance
Main Checking	\$ 1,709,222.00
Money Market	\$ 10,894.72
Local Agency Investment Fund (LAIF)	\$ 810,080.72
Total	\$ 2,530,197.44

Available cash is defined as the balance in the Main Checking Account, less outstanding checks, plus Money Market Account, plus Local Agency Investment Fund (LAIF). The total available cash as of December 31, 2018 was \$2,530,197.44.

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

Account Type (Restricted)	Balance
Payroll	\$ 35,947.04
Veterans Hall	\$ 13,915.61
Health Reimbursement Account (HRA)	\$ 46,520.40
Total	\$ 96,383.05

During the month of January 2019, there is projected to be \$10,000 to \$25,000 in property tax revenues. Even though there is no expectation for the CCSD to have any difficulty meeting its cash until significant property tax payments are received, a spending freeze for non-critical needs continues to be in place.

NEW FINANCIAL SYSTEM UPGRADE - STATUS

Staff will continue working with Tyler Technologies in developing the next steps required for implementation.

ANNUAL AUDIT - STATUS

The contracted external auditor, David D. Bruner, CPA, began the FY 2017/18 initial field work on 11/28/18. The remainder of the audit field work will be complete over the next two months, with a final audit report anticipated in late March 2019.