

5/22/2018: 1. REVISED DRAFT NOTICE OF PROPOSED INCREASES 6.A. 2. REVISED STAFF REPORT 6.B. ATTACHMENT 3. REVISED CINDY CLEVELAND PROPOSAL 6.B. 5/24/2018: 4. CCSD SEWER RATE IMPACTS 6.A.



## CAMBRIA COMMUNITY SERVICES DISTRICT

**Thursday, May 24, 2018 - 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](http://www.cambriacsd.org). The District Office hours are Monday - Thursday, and every other Friday from 9:00 a.m. through 4:00 p.m. Please call 805-927-6223 if you need any assistance. If requested, the agenda and supporting documents shall be made available in alternative formats to persons with a disability. The District Clerk will answer any questions regarding the agenda.

#### 1. OPENING

- A. Call to Order
- B. Pledge of Allegiance
- C. Establishment of Quorum
- D. Agenda Review: Additions/Deletions/Changes

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

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

#### 3. ACKNOWLEDGEMENTS AND PRESENTATIONS

- A. Cambria Community Services District Fire Chief William Hollingsworth will introduce the new Reserve Firefighters

#### 4. 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.

**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 APRIL 2018 EXPENDITURE REPORT
- B. CONSIDERATION TO ADOPT THE APRIL 19, 2018 REGULAR MEETING MINUTES
- C. CONSIDERATION OF ADOPTION OF RESOLUTION 11-2018 APPROVING AN UPDATE TO THE SANITARY SEWER MANAGEMENT PLAN

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

- A. RECEIVE AND DISCUSS WATER, SUSTAINABLE WATER FACILITY AND SEWER RATE RECOMMENDATIONS FROM BARTLE WELLS ASSOCIATES, AND PROVIDE DIRECTION FOR MOVING FORWARD WITH THE PROPOSITION 218 PROCESS TO ADOPT PROPOSED RATE INCREASES
- B. DISCUSSION AND CONSIDERATION OF AN AGREEMENT FOR CONSULTANT SERVICES WITH CLEVELAND BIOLOGICAL, LLC FOR ENVIRONMENTAL CONSULTATION
- C. DISCUSSION AND CONSIDERATION TO APPROVE AMENDED AGREEMENT FOR CONSULTANT SERVICES WITH TEKTEGRITY AND AUTHORIZE AN ADDITIONAL \$1500 FOR LABOR COSTS
- D. DISCUSSION AND CONSIDERATION OF ACTION ON APPROVED CAL OES HAZARD MITIGATION GRANT PROGRAM NOTICES OF INTEREST
- E. DISCUSSION AND CONSIDERATION REGARDING REVIEW OF CCSD POLICIES AND POSSIBLE CREATION OF AD HOC COMMITTEE
- F. DISCUSSION AND CONSIDERATION OF THE PRELIMINARY BUDGET FOR FISCAL YEAR 2018/19
- G. DISCUSSION AND REVIEW OF THE ASSIGNMENT OF BANKING POWERS FOR THE CAMBRIA COMMUNITY SERVICES DISTRICT

**7. HEARINGS AND APPEALS (Estimated time: 15 Minutes per item)**

- A. CONSIDERATION OF ADOPTION OF RESOLUTION 09-2018 CONFIRMING THE ITEMIZED REPORT OF WATER AND WASTEWATER STANDBY OR AVAILABILITY CHARGES FOR COLLECTION ON THE COUNTY TAX ROLLS

**8. BOARD MEMBER AND COMMITTEE REPORTS**

- A. Board Member and Committee Reports
- B. Finance Standing Committee Report

**9. MANAGER REPORTS**

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

**10. 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.

**11. ADJOURN**



## Cambria CSD Fire Department

### May 24, 2018 CCSD Board Meeting

#### April 2018

##### Prevention and Education

- 3 Residential rough/hydro inspections were completed
- 3 Fire final inspections
- 2 Residential site visits for building questions
- 5 Fire plan reviews
  - 350 Ivar
  - 2292 Main
  - 525 Ashby
  - 1475 Berwick
  - 6255 Charing
- 10 Engine company commercial fire and life safety inspections were conducted
- 2 Public education events
- 10 Residential smoke/carbon monoxide detectors were installed and or the batteries changed
- 3 Fire Engine and Station tours

##### Hydrants Maintenance & Testing

Date	Water Used	Hydrants Completed	Hours
2017	5,418	98	98
January 2018	0	24	16
February	0	23	16
March	0	15	11
<b>April</b>	<b>0</b>	<b>12</b>	<b>7</b>
<b>Total</b>	<b>5,418</b>	<b>172</b>	<b>148</b>

##### Meetings and Affiliations

- SLO County Chiefs mtg April 4<sup>th</sup>, 0900 South Bay
- PG&E mtg April 10<sup>th</sup>, 0900 Cambria
- FHFRP mtg April 10<sup>th</sup>, 1430 Cambria
- Grant workshop April 11<sup>th</sup>, 1000 Clovis
- CCSD Board mtg April 19<sup>th</sup>, 1400 Cambria
- Managers mtg April 24<sup>th</sup>, 0900 Cambria
- Firesafe Focus Group Townhall mtg April 24<sup>th</sup>, 1500 Cambria
- Firesafe Focus Group mtg April 25<sup>th</sup>, 1500 Cambria
- Fire Inspector 2C course April 27<sup>th</sup> – 29<sup>th</sup>, Rancho Cucamonga

##### Operations and News

- Training hours: 100.5 hours, Training for the month of April was primarily focused on the following topics:
  - EMS review: intubation/IV skills/protocol review
  - EEOC training: annual harassment and discrimination training
  - Fire: vehicle accident response, airbags, rescue struts, SCBA confidence maze, wildland review
- Hazard Mitigation Grant Program: 6 NOIs eligible for application
- Townhall meeting for disaster preparedness
- Fire academy concluded with three new reserves
- CERT training concluded

Fire Statistics are attached for your review



CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH OF APRIL, 2018

Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
ABALONE COAST ANALYTICAL, INC.	67002	4/5/2018	1	\$120.00	WW/TOTAL SUSPENDED SOLIDS METALS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	67002	4/5/2018	1	\$20.00	WW/METALS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	67002	4/5/2018	1	\$95.00	WW/TOTAL SUSPENDED SOLIDS METALS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	67002	4/5/2018	1	\$100.00	WW/TOTAL SUSPENDED SOLIDS QUANTI TRAY	12 6091 12
ABALONE COAST ANALYTICAL, INC.	67002	4/5/2018	1	\$95.00	WW/TOTAL SUSPENDED SOLIDS METALS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	67002	4/5/2018	1	\$75.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	67002	4/5/2018	1	\$75.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	67082	4/12/2018	1	\$342.00	WW/METALS CHLORIDE QUANTI TRAY NITROGEN	12 6091 12
ABALONE COAST ANALYTICAL, INC.	67082	4/12/2018	1	\$60.00	WW/METALS 24 HOUR RUSH	12 6091 12
ABALONE COAST ANALYTICAL, INC.	67082	4/12/2018	1	\$225.50	SWF/SURFACE IMPOUNDMENT	39 6091 25
ABALONE COAST ANALYTICAL, INC.	67082	4/12/2018	1	\$927.00	SWF/METALS TDS SULFATE CHLORIDE NITRATE ALKALINITY	39 6091 25
ABALONE COAST ANALYTICAL, INC.	67082	4/12/2018	1	\$95.00	WW/TOTAL SUSPENDED SOLIDS METALS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	67082	4/12/2018	1	\$20.00	WW/METALS COMBINED FLOW	12 6091 12
ABALONE COAST ANALYTICAL, INC.	67082	4/12/2018	1	\$20.00	WW/METALS BAKER TANK	12 6091 12
ABALONE COAST ANALYTICAL, INC.	67082	4/12/2018	1	\$95.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	67082	4/12/2018	1	\$100.00	WW/TOTAL SUSPENDED TOTALS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	67082	4/12/2018	1	\$10,277.00	SWF/LAB TESTING FOR TITLE 22 MONITORING	39 6091H 25
TOTAL				\$12,741.50		
ACCURATE MAILING SERVICE	67132	4/19/2018	1	\$45.75	WD/LATE NOTICES JANUARY FEBRUARY 2018 POSTAGE EXP	11 6051 11
ACCURATE MAILING SERVICE	67132	4/19/2018	2	\$45.75	WW/LATE NOTICES JANUARY FEBRUARY 2018 POSTAGE EXP	12 6051 12
ACCURATE MAILING SERVICE	67132	4/19/2018	3	\$6.17	WD/LATE NOTICES JANUARY FEBRUARY 2018 MAILING EXP	11 6080M 11
ACCURATE MAILING SERVICE	67132	4/19/2018	4	\$6.18	WW/LATE NOTICES JANUARY FEBRUARY 2018 MAILING EXP	12 6080M 12
ACCURATE MAILING SERVICE	67139	4/26/2018	1	\$827.42	FD/2018 WEED ABATEMENT LETTERS POSTAGE EXPENSE	01 6051 01
ACCURATE MAILING SERVICE	67139	4/26/2018	2	\$215.05	FD/2018 WEED ABATEMENT LETTERS MAILING EXPENSE	01 6080M 01
TOTAL				\$1,146.32		
ADVANTAGE TECH SVCS, INC.	67083	4/12/2018	1	\$3,282.00	WD/WARRANT DIVE FOR FISCALINI TANK	11 6031S 11
TOTAL				\$3,282.00		
AL'S SEPTIC PUMPING, INC	67003	4/5/2018	1	\$355.00	SWF/PUMP EXPOSED SEPTIC HOLDING TANK 990 S SIMEON	39 6031Z 25
TOTAL				\$355.00		
ANDREW THOMSON	67032	4/5/2018	1	\$750.00	WD/RESET SR4 CONTROLER TO CLEAR ALARMS	11 6031R 11
ANDREW THOMSON	67110	4/12/2018	1	\$300.00	WW/LSB4 PUMPS MISLABELED HOA SWITCHES CORRECTED	12 6032L 12

CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH OF APRIL, 2018

Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
			TOTAL	\$1,050.00		
AT&T	67004	4/5/2018	1	\$144.98	WW/ALARM LIFT STATION B4 PHONE SVC 03/25 - 4/24/18	12 6060P 12
			TOTAL	\$144.98		
BAHRINGER, JAMES	67135	4/24/2018	1	\$633.15	ADM/CSDA CONFERENCE SEASIDE REIMB LODGING DINING	01 6120D 09
			TOTAL	\$633.15		
BALANCE PUBLIC RELATIONS	66987	4/2/2018	1	\$2,333.34	SWF/CONSULTING SERVICES: GRANT FUNDING 04/2018	39 1829K 11
BALANCE PUBLIC RELATIONS	66987	4/2/2018	2	\$2,333.33	WD/CONSULTING SERVICES: GRANT FUNDING 04/2018	11 6080M 11
BALANCE PUBLIC RELATIONS	66987	4/2/2018	3	\$2,333.33	WW/CONSULTING SERVICES: GRANT FUNDING 04/2018	12 6086 12
			TOTAL	\$7,000.00		
BLACKBURN, DELON	67114	4/13/2018	1	\$321.20	WW/REIMBURSEMENT FOR GARDENMATE DUMPSTER IN A BAG	12 6032T 12
BLACKBURN, DELON	67114	4/13/2018	1	\$50.03	WW/ON CALL COMPANY TRUCK FUEL	12 6096 12
			TOTAL	\$371.23		
BONI'S TACOS	67081	4/12/2018	1	\$110.31	FD/APPRECIATION LUNCH FOR FIREFIGHTERS	01 6124 01
BONI'S TACOS	67115	4/13/2018	1	\$78.40	FD/EMPLOYEE APPRECIATION	01 6124 09
BONI'S TACOS	67136	4/24/2018	1	\$78.40	ADM/EMPLOYEE APPRECIATION FIRE DEPARTMENT	01 6124 09
			TOTAL	\$267.11		
BORAH'S AWARDS	67086	4/12/2018	1	\$17.39	FD/LASER ENGRAVE CHARACTERS RED ENGRAV PLASTIC	01 6090 01
BORAH'S AWARDS	67116	4/13/2018	1	\$5,108.50	WD/PROFESSIONAL SERVICES THROUGH 03/30/18	11 6080L 11
			TOTAL	\$5,125.89		
BRENNTAG PACIFIC, INC.	67117	4/13/2018	1	\$287.79	WD/CHEMICALS	11 6031T 11
			TOTAL	\$287.79		
BUHL, JASON	66988	4/2/2018	1	\$45.00	WD/MONTHLY CELL PHONE REIMBURSEMENT 04/2018	11 6060C 11
			TOTAL	\$45.00		

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Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
CAMBRIA AUTO SUPPLY LP	67005	4/5/2018	1	\$4.79	FD/TIGHT SPOT FUNNELL	01 6041L 01
CAMBRIA AUTO SUPPLY LP	67085	4/12/2018	1	\$7.20	WD/GREASE FITTING KIT	11 6093 11
CAMBRIA AUTO SUPPLY LP	67085	4/12/2018	1	\$16.18	WW/NAPA NON DETERGENT 30 QT OIL	12 6032T 12
CAMBRIA AUTO SUPPLY LP	67085	4/12/2018	1	\$64.74	WW/NAPA NON DETERGENT 30 QT OIL	12 6032T 12
CAMBRIA AUTO SUPPLY LP	67085	4/12/2018	1	\$100.69	WD/CYCLE-TRON AGM BATTERY CORE DEPOSIT ENV FEE	11 6041L 11
CAMBRIA AUTO SUPPLY LP	67085	4/12/2018	1	\$156.43	WW/SUPER HC IND V-BELT	12 6032L 12
CAMBRIA AUTO SUPPLY LP	67085	4/12/2018	1	\$20.59	WD/1 4DR TS-10 TP5 STAR	11 6093 11
CAMBRIA AUTO SUPPLY LP	67085	4/12/2018	1	\$39.97	WD/TURN SIGNAL BULB ADJUSTABLE WRENCH	11 6093 11
CAMBRIA AUTO SUPPLY LP	67085	4/12/2018	1	\$54.10	WW/BRAKLEEN ORINGS PTEX KLEEN AND PRIME	12 6032T 12
			TOTAL	\$464.69		
CAMBRIA HARDWARE CENTER	67013	4/5/2018	1	\$106.14	WD/HARDWARE SUPPLIES FEBRUARY 2018	11 6031D 11
CAMBRIA HARDWARE CENTER	67013	4/5/2018	2	\$28.43	WD/HARDWARE SUPPLIES FEBRUARY 2018	11 6031R 11
CAMBRIA HARDWARE CENTER	67013	4/5/2018	3	\$12.85	WD/HARDWARE SUPPLIES FEBRUARY 2018	11 6093 11
CAMBRIA HARDWARE CENTER	67013	4/5/2018	4	\$312.51	WD/HARDWARE SUPPLIES FEBRUARY 2018	39 6031Z 25
CAMBRIA HARDWARE CENTER	67013	4/5/2018	1	\$166.15	WW/HARDWARE SUPPLIES FEBRUARY 2018	39 6031Z 25
CAMBRIA HARDWARE CENTER	67013	4/5/2018	2	\$42.87	WW/HARDWARE SUPPLIES FEBRUARY 2018	12 6048 12
CAMBRIA HARDWARE CENTER	67013	4/5/2018	3	\$15.89	WW/HARDWARE SUPPLIES FEBRUARY 2018	12 6041V 12
CAMBRIA HARDWARE CENTER	67013	4/5/2018	1	\$21.71	ADM/HARDWARE SUPPLIES FEBRUARY 2018	01 6033B 09
CAMBRIA HARDWARE CENTER	67013	4/5/2018	1	\$39.41	F&R/HARDWARE SUPPLIES FEBRUARY	01 6090 02
CAMBRIA HARDWARE CENTER	67013	4/5/2018	2	\$19.27	F&R/HARDWARE SUPPLIES FEBRUARY	01 6033G 02
CAMBRIA HARDWARE CENTER	67013	4/5/2018	3	\$94.32	F&R/HARDWARE SUPPLIES FEBRUARY	01 6033R 02
CAMBRIA HARDWARE CENTER	67013	4/5/2018	4	\$12.83	F&R/HARDWARE SUPPLIES FEBRUARY	01 6033V 02
CAMBRIA HARDWARE CENTER	67013	4/5/2018	1	\$381.19	FD/HARDWARE SUPPLIES FEBRUARY 2018	01 6090 01
			TOTAL	\$1,253.57		
CAMBRIA ROCK	67025	4/5/2018	1	\$348.13	WD/10 YARDS FILL SAND	11 6090 11
			TOTAL	\$348.13		
CAMBRIA VILLAGE SQUARE	67000	4/2/2018	1	\$3,431.45	ADM/MONTHLY OFFICE LEASE PMT 1316 TAMSEN 04/2018	01 6075 09
CAMBRIA VILLAGE SQUARE	67080	4/11/2018	1	\$707.52	ADM/JAN/FEB/ADMIN OFFICE OUTSIDE MAINTENANCE	01 6033G 09
			TOTAL	\$4,138.97		
CARMEL & NACCASHA LLP	66989	4/2/2018	1	\$11,100.00	ADM/MONTHLY RETAINER 04/2018	01 6080K 09
			TOTAL	\$11,100.00		

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Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
CDM SMITH INC.	67006	4/5/2018	1	\$8,433.37	SWF/ENGINEERING SERVICES TASK ORDER 8	40 1829H 25
			TOTAL	\$8,433.37		
CHARTER COMMUNICATIONS	67007	4/5/2018	1	\$137.69	F&R/INTERNET SERVICE 03/09 - 04/09/18	01 6060I 02
CHARTER COMMUNICATIONS	67007	4/5/2018	2	\$274.30	F&R/INTERNET SERVICE 03/09 - 04/09/18 VETS HALL	01 6060I 02
CHARTER COMMUNICATIONS	67007	4/5/2018	3	\$244.84	WD/INTERNET SERVICE 03/09 - 04/09/18	11 6060I 11
CHARTER COMMUNICATIONS	67007	4/5/2018	4	\$244.84	WW/INTERNET SERVICE 03/09 - 04/09/18	12 6060I 12
CHARTER COMMUNICATIONS	67007	4/5/2018	5	\$231.27	ADM/INTERNET SERVICE 03/09 - 04/09/18	01 6060I 09
CHARTER COMMUNICATIONS	67087	4/12/2018	1	\$540.33	ADM/COAX INTERNET SERVICE AND VOICE THRU 05/14/18	01 6060I 09
CHARTER COMMUNICATIONS	67087	4/12/2018	2	\$87.50	FD/COAX INTERNET SERVICE THRU 05/14/18	01 6060I 01
CHARTER COMMUNICATIONS	67087	4/12/2018	3	\$87.50	WD/COAX INTERNET SERVICE THRU 05/14/18	11 6060I 11
CHARTER COMMUNICATIONS	67087	4/12/2018	4	\$87.50	WW/COAX INTERNET SERVICE THRU 4/18	12 6060I 12
			TOTAL	\$1,935.77		
CIT BANK, N.A.	67074	4/11/2018	1	\$333.42	FD/MONTHLY PHONE CHARGES	01 6060P 01
CIT BANK, N.A.	67074	4/11/2018	2	\$206.40	ADM/MONTHLY PHONE CHARGES	01 6060P 09
CIT BANK, N.A.	67074	4/11/2018	3	\$113.97	WD/MONTHLY PHONE CHARGES	11 6060P 11
CIT BANK, N.A.	67074	4/11/2018	4	\$113.97	WW/MONTHLY PHONE CHARGES	12 6060P 12
			TOTAL	\$767.76		
COASTAL COPY, INC.	67034	4/9/2018	1	\$417.12	ADM/KYOCERA & RICOH SAVIN USAGE 02/14 - 03/13/18	01 6044 09
			TOTAL	\$417.12		
CORBIN WILLITS SYSTEMS INC.	66990	4/2/2018	1	\$1,224.12	ADM/MONTHLY SUPPORT AGRMENT - MOM SOFTWARE 04/2018	01 6044 09
			TOTAL	\$1,224.12		
DEPTH PERCEPTIONS DIVING	67088	4/12/2018	1	\$236.35	FD/5DELUXE MESH DUFFEL BAGS NCOR	01 6220S 01
			TOTAL	\$236.35		
DI OVERNITE, LLC	67090	4/12/2018	1	\$14.00	ADM/DELIVER TO CARMEL & NACCASHA 02/08/18	01 6051 09
DI OVERNITE, LLC	67090	4/12/2018	1	\$14.00	ADM//DELIVER TO ELANIA CALLO 03/08/18	01 6051 09
			TOTAL	\$28.00		



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Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
DIANA'S CLEANING SERVICES	67089	4/12/2018	1	\$300.00	WW/LAST MONTHLY BILL FOR PLANT CLEANING	12 6033B 12
			TOTAL	\$300.00		
ELWYN, WENDY	67138	4/24/2018	1	\$229.34	FD/REFUND MISAPPLIED PAYMENT	01 4370 01
			TOTAL	\$229.34		
FARALLON, INC.	67128	4/13/2018	1	\$5,108.50	WD/PROFESSIONAL SERVICES THROUGH 03/30/18	11 6080L 11
			TOTAL	\$5,108.50		
FARM SUPPLY COMPANY	67092	4/12/2018	1	\$64.33	F&R/PET WATER TOWER 16 QUART	01 6033R 02
			TOTAL	\$64.33		
FENCE FACTORY, THE	67093	4/12/2018	1	\$818.10	F&R/FENCE POST FOR FISCALINI RANCH FENCE	01 6033R 02
			TOTAL	\$818.10		
FERGUSON ENTERPRISES, INC #135	67094	4/12/2018	1	\$612.45	WD/5 6X1 IP DBL SDL 6.84-7.60	11 6031D 11
FERGUSON ENTERPRISES, INC #135	67119	4/13/2018	1	\$640.50	WD/LF RED PRES 8FP W/BV WTR PRES RED VALVE	11 6031D 11
			TOTAL	\$1,252.95		
FGL ENVIRONMENTAL INC.	67095	4/12/2018	1	\$401.00	WD/ORGANIC AND SUPPORT ANALYSIS 02/06/18	11 6091 11
FGL ENVIRONMENTAL INC.	67095	4/12/2018	1	\$631.00	WW/IINORGANIC ORGANIC & SUPPORT ANALYSIS	12 6091 12
FGL ENVIRONMENTAL INC.	67120	4/13/2018	1	\$345.00	WD/ORGANIC ANALYSIS 02/13/18	11 6091 11
FGL ENVIRONMENTAL INC.	67120	4/13/2018	1	\$95.00	WD/BACTI AND SUPPORT ANALYSIS 02/20/18	11 6091 11
FGL ENVIRONMENTAL INC.	67120	4/13/2018	1	\$95.00	WD/BACTI AND SUPPORT ANALYSIS 02/27/18	11 6091 11
FGL ENVIRONMENTAL INC.	67120	4/13/2018	1	\$115.00	WD/BACTI AND SUPPORT ANALYSIS 03/06/18	11 6091 11
FGL ENVIRONMENTAL INC.	67120	4/13/2018	1	\$95.00	WD/BACTI AND SUPPORT ANALYSIS	11 6091 11
			TOTAL	\$1,777.00		
FIRST BANKCARD	67134	4/19/2018	1	\$0.00	F&R/C MENDOZA VISA CHARGES MARCH 2018	01 6033R 02
FIRST BANKCARD	67134	4/19/2018	2	\$155.36	F&R/ACRYLIC OUTDOOR BROCHURE HOLDER FOR WALL	01 6033R 01
FIRST BANKCARD	67134	4/19/2018	3	\$62.86	F&R/FISCALINI RANCH VOLUNTEER LUNCH MARCH 2018	01 6033R 02
FIRST BANKCARD	67134	4/19/2018	4	\$446.36	F&R/CURVED SCRAPER SET MEDIUM SHOULDER PLANE	01 6090 02

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Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
FIRST BANKCARD	67134	4/19/2018	5	\$276.96	F&R/STANLEY SOCKET CHISELS SET OF 8 MARCH 2018	01 6090 02
FIRST BANKCARD	67134	4/19/2018	6	\$290.68	F&R/TABLES FOR DRUM SANDER CLAMPS SANDPAPER	01 6090 02
FIRST BANKCARD	67134	4/19/2018	1	\$0.00	ADM/J GRUBER VISA CHARGES MARCH 2018	01 6115 09
FIRST BANKCARD	67134	4/19/2018	2	\$35.80	ADM/FOOD FOR MANAGEMENT MEETING - ADMIN	01 6115 09
FIRST BANKCARD	67134	4/19/2018	3	\$18.82	ADM/LATE LUNCH MEETING TO DISCUSS CCSD MATTERS	01 6115 09
FIRST BANKCARD	67134	4/19/2018	4	\$6.75	ADM/WORKING IN FIELD LUNCH MARCH 2018	01 6115 09
FIRST BANKCARD	67134	4/19/2018	5	\$15.00	ADM/NOTARY EXPENSE TRANSFER MARCH 2018	01 4390 09
FIRST BANKCARD	67134	4/19/2018	6	\$2.64	ADM/WORKED THRU LUNCH IN THE FIELD MARCH 2018	01 6115 09
FIRST BANKCARD	67134	4/19/2018	7	\$650.00	ADM/BAHRINGER REGIST FOR CSDA LEADERSHIP ACADEMY	01 6120D 09
FIRST BANKCARD	67134	4/19/2018	8	\$1,014.16	ADM/LASER PRINT OFFICE PAPER 20% OFF MARCH 2018	01 6050 09
FIRST BANKCARD	67134	4/19/2018	1	\$0.00	ADM/M MADRID VISA CHARGES MARCH 2018	01 6041L 09
FIRST BANKCARD	67134	4/19/2018	2	\$38.02	ADM/DISTRICT CAR FUEL AND CAR WASH MARCH 2018	01 6041L 09
FIRST BANKCARD	67134	4/19/2018	3	\$214.48	ADM/STAPLES OFFICE CHAIRS ADMIN MARCH 2018	01 6120E 09
FIRST BANKCARD	67134	4/19/2018	4	\$25.28	ADM/FUEL FOR DISTRICT CAR - DRIVE TO SAN FRANCISCO	01 6041L 09
FIRST BANKCARD	67134	4/19/2018	5	\$34.23	ADM/FUEL FOR DISTRICT CAR - DRIVE BACK TO CAMBRIA	01 6041L 09
FIRST BANKCARD	67134	4/19/2018	6	\$31.67	ADM/LCW ANNUAL CONFERENCE IN SAN FRANCISCO	01 6120E 09
FIRST BANKCARD	67134	4/19/2018	7	\$24.68	ADM/LCW ANNUAL CONFERENCE IN SAN FRANCISCO	01 6120E 09
FIRST BANKCARD	67134	4/19/2018	1	\$0.00	FD/D MCCRAIN VISA CHARGES MARCH 2018	01 6120E 01
FIRST BANKCARD	67134	4/19/2018	2	\$41.50	FD/FARGO COLOR RIBBON FOR C30 & DTC300 PRINTERS	01 6050 01
FIRST BANKCARD	67134	4/19/2018	3	\$595.00	FD/RESCUE SYSTEMS 1: BASIC RESCUE SKILLS A HUNT	01 6120E 01
FIRST BANKCARD	67134	4/19/2018	1	\$0.00	FD/W HOLLINGSWORTH VISA CHARGES MARCH 2018	01 6115 01
FIRST BANKCARD	67134	4/19/2018	2	\$119.72	FD/FIRESAFE FOCUS GROUP REFRESHMENTS MARCH 2018	01 6115 01
FIRST BANKCARD	67134	4/19/2018	3	\$18.00	FD/FULCRUMAP MONTHLY PMT MARCH 2018	01 6054 01
FIRST BANKCARD	67134	4/19/2018	4	\$92.76	FD/2013 FORD F-150 OIL CHANGE MARCH 2018	01 6041L 01
FIRST BANKCARD	67134	4/19/2018	5	\$69.70	FD/RED SELF INKING STAMP 1.63 DIAMETER MARCH 2018	01 6050 01
FIRST BANKCARD	67134	4/19/2018	6	\$38.60	FD/VIOLET SELF INKING STAMP 1.63 DIAMETER MAR 2018	01 6050 09
FIRST BANKCARD	67134	4/19/2018	7	\$28.64	FD/MEETING EXPENSE DISCUSS NEW PROGRAMMING MAR '18	01 6115 01
FIRST BANKCARD	67134	4/19/2018	8	\$466.00	FD/FIRE FIRE & SAFETY REQ PREVENTION ADMIN 03/18	01 6120E 01
FIRST BANKCARD	67134	4/19/2018	9	\$271.56	FD/W HOLLINGSWORTH ROOM DURING CLASSES MAR 2018	01 6120E 01
FIRST BANKCARD	67134	4/19/2018	10	\$565.56	FD/W HOLLINGSWORTH ROOM DURING CLASSES MAR 2018	01 6120E 01
FIRST BANKCARD	67134	4/19/2018	11	\$300.00	FD/HAZMAT INSPECTOR 2D OPERATIONS & PROCESSES	01 6120E 01
FIRST BANKCARD	67134	4/19/2018	12	\$180.00	FD/HAZMAT INSPECTOR 2C SYSTEMS AND EQUIPMENT	01 6120E 01
FIRST BANKCARD	67134	4/19/2018	1	\$0.00	FD/J GIBSON VISA CHARGES MARCH 2018	01 6090 01
FIRST BANKCARD	67134	4/19/2018	2	\$117.52	FD/GALLON SLIDER BAGS PLASTIC WRAP, CARNAUBA WASH	01 6090 01
FIRST BANKCARD	67134	4/19/2018	1	\$0.00	ADM/R GRESENS VISA CHARGES MARCH 2018	01 6060I 09
FIRST BANKCARD	67134	4/19/2018	4	\$14.99	ADM/ADOBE PRO MONTHLY SUBSCRIPTION MARCH 2018	01 6060I 09
FIRST BANKCARD	67134	4/19/2018	5	\$14.99	ADM/ADOBE PRO MONTHLY SUBSCRIPTION MARCH 2018	01 6060I 09
FIRST BANKCARD	67134	4/19/2018	6	\$314.43	ADM/FLEXISPOT STANDING DESK	01 6095 09
FIRST BANKCARD	67134	4/19/2018	7	\$368.35	ADM/FLEXISPOT STANDING DESK DUAL MONITOR MOUNTS	01 6095 09
FIRST BANKCARD	67134	4/19/2018	8	\$158.44	ADM/SMALL STANDING DESK ANTI FATIGUE MAT	01 6095 09

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Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
			TOTAL	\$7,119.51		
FORD MOTOR CREDIT COMPANY LLC	67009	4/5/2018	1	\$637.09	F&R/2016 FORD-250 WITH UTILITY BODY	01 2516 02
			TOTAL	\$637.09		
GERBER'S AUTO SERVICE	67071	4/10/2018	1	\$1,793.40	WD/FORD F250 SUPER DUTY NEW TIRES/BRAKES	11 6041L 11
			TOTAL	\$1,793.40		
GOLD COAST ENVIRONMENTAL	67121	4/13/2018	1	\$5,028.42	WD/QUARTERLY CALIBRATIONS TURBIDIMETER	11 6091G 11
			TOTAL	\$5,028.42		
GRAINGER	67097	4/12/2018	1	\$354.43	SWF/DRAIN COVER MAKITA 6 PIN COVER	39 6031Z 25
GRAINGER	67097	4/12/2018	1	\$0.91	WW/MAKITA COMPRSSION SPRING 8	12 6032T 12
			TOTAL	\$355.34		
GRESENS, ROBERT C.	66992	4/2/2018	1	\$100.00	WD/MONTHLY CELL PHONE REIMBURSMENT 04/2018	11 6060C 11
			TOTAL	\$100.00		
GRUBER, JEROME	66993	4/2/2018	1	\$100.00	ADM/MONTHLY CELL PHONE REIMBURSEMENT 04/2018	01 6060C 09
			TOTAL	\$100.00		
GSOLUTIONZ, INC.	67011	4/5/2018	1	\$75.00	ADM/CHANGE FRONT DESK PHONE NAME TO FRONT DESK	01 6060P 09
			TOTAL	\$75.00		
H2O INNOVATION USA, INC.	67012	4/5/2018	1	\$500.00	SWF/SPMC PACKAGE	39 6031Z 25
			TOTAL	\$500.00		
HACH COMPANY	67098	4/12/2018	1	\$195.47	WW/QUITRANSFERRANT PH7 BUFFER RYTON SALT BRIDGE	12 6032T 12
			TOTAL	\$195.47		

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Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
HALEY DODSON	66991	4/2/2018	1	\$100.00	ADM/MONTHLY CELL PHONE REIMBURSEMENT 04/2018	01 6060C 09
HALEY DODSON	67008	4/5/2018	1	\$2.12	ADM/MANAGER'S MEETING AT FIRE DEPARTMENT	01 6115 09
HALEY DODSON	67075	4/11/2018	1	\$4.39	ADM/PICKUP BOTTLED WATER FOR GENERAL MANAGER MTG	01 6115 09
HALEY DODSON	67075	4/11/2018	1	\$32.80	ADM/REIMBURSEMENT CREAMER PURCHASE	01 6115 09
HALEY DODSON	67118	4/13/2018	1	\$3.86	ADM/POSTING AGENDAS AT VETS HALL/FINANCE MEETING	01 6115 09
HALEY DODSON	67140	4/27/2018	1	\$4.67	ADM/H DODSON MILEAGE TO MEETINGS	01 6115 09
HALEY DODSON	67144	4/27/2018	1	\$1.85	H DODSON FIRE APPRECIATION LUNCH FOR FFIGHTERS	01 6124 09
HALEY DODSON	67144	4/27/2018	2	\$4.14	ADM/H DODSON INFRASTRUCTURE MTG & BOARD MTG	01 6115 09
			TOTAL	\$153.83		
HD SUPPLY FACILITIES MAINTENAN	67112	4/12/2018	1	\$150.26	WD/HYDRANT WRENCH ADJUSTABLE	11 6093 11
HD SUPPLY FACILITIES MAINTENAN	67112	4/12/2018	1	\$5,083.97	WW/TEFLON AND STANLESS STRAINER	12 6032T 12
HD SUPPLY FACILITIES MAINTENAN	67112	4/12/2018	1	\$196.73	SWF/FILTER PAPER GRADE 2 POCKET DIGITAL TIMER	39 6091B 25
HD SUPPLY FACILITIES MAINTENAN	67112	4/12/2018	1	\$150.64	WW/LEL SENSOR FOR GAS ALERMAX XT	12 6048 12
HD SUPPLY FACILITIES MAINTENAN	67112	4/12/2018	1	\$262.07	WW/CALGAS 100PPM CO 50% METH 18% O2	12 6048 12
			TOTAL	\$5,843.67		
HERNANDEZ, RUDY	66994	4/2/2018	1	\$100.00	ADM/MONTHLY CELL PHONE REIMBURSEMENT 04/2018	01 6060C 09
			TOTAL	\$100.00		
HOLLINGSWORTH, WILLIAM	66995	4/2/2018	1	\$100.00	FD/MONTHLY CELL PHONE REIMBURSEMENT 04/2018	01 6060C 01
HOLLINGSWORTH, WILLIAM	67076	4/11/2018	1	\$125.00	FD/FIRE INSPECTOR 2C SYSTEMS AND EQUIPMENT	01 6120E 01
HOLLINGSWORTH, WILLIAM	67076	4/11/2018	1	\$225.00	FD/HAZ-MAT OPER & PROCESSES FIRE INSPECTOR 2D	01 6120E 01
			TOTAL	\$450.00		
HOME DEPOT CREDIT SERVICE	67099	4/12/2018	1	\$34.48	F&r/POLYPROPYLENE SAND BAGS	01 6033R 02
HOME DEPOT CREDIT SERVICE	67099	4/12/2018	1	\$47.37	ADM/BLINDS FOR ADMIN OFFICE	01 6033B 09
			TOTAL	\$81.85		
HUNT, AARON	67014	4/5/2018	1	\$558.40	FD/TRAVEL AND PER DIEM BASIC RESCUE COURSE	01 6120E 01
			TOTAL	\$558.40		
INNOVATIVE CONCEPTS	66996	4/2/2018	1	\$25.00	ADM/CIS HOSTING 04/2018	01 6044 09
INNOVATIVE CONCEPTS	66996	4/2/2018	2	\$25.00	FD/FIRE WEBSITE HOSTING 04/2018	01 6044 01

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INNOVATIVE CONCEPTS	67100	4/12/2018	1	\$125.00	ADM/CIS DOWN NEW LOCAL SERVER IN HOUSE JOB	01 6080M 09
			TOTAL	\$175.00		
INT'L INST. MUNI CLERKS	67015	4/5/2018	1	\$175.00	ADM/ANNUAL MEMBERSHIP FEE PROF DEVEL M MADRID	01 6054 09
INT'L INST. MUNI CLERKS	67035	4/9/2018	1	\$185.00	ADM/ANNUAL MEMBERSHIP FEE PROFESS DEVELOP MADRID	01 6054 09
			TOTAL	\$360.00		
IRS/FEDERAL PAYROLL TAXES	67129	4/16/2018	1	\$1,285.73	ADM/NOTICE CP220 PENALTY 941 INCORRECT SUBMISSION - QTR ENDING 9/30/2017	01 6080M 09
			TOTAL	\$1,285.73		
J B DEWAR INC.	67016	4/5/2018	1	\$1,051.74	FD/300 GALLONS DIESEL	01 6096 01
J B DEWAR INC.	67016	4/5/2018	1	\$1,311.42	FD/140 GALS GASOLINE 240 GALS DIESEL	01 6096 01
J B DEWAR INC.	67016	4/5/2018	1	\$2,134.04	F&R/400 GLS GASOLINE 225 DIESEL	01 6096 02
J B DEWAR INC.	67016	4/5/2018	1	\$38.93	FD/DIESEL EXHAUST FLUID	01 6096 01
J B DEWAR INC.	67101	4/12/2018	1	\$689.33	F&R/200 GALLONS GASOLINE	01 6096 02
			TOTAL	\$5,225.46		
JOHN ALLCHIN	66986	4/2/2018	1	\$45.00	WW/MONTHLY CELL PHONE REIMBURSEMENT 04/2018	12 6060C 12
			TOTAL	\$45.00		
JOHN DEERE FINANCIAL	66997	4/2/2018	1	\$522.49	F&R/MONTHLY PMT COMPACT UTILITY TRACTOR 04/2018	01 2513 02
			TOTAL	\$522.49		
L.N. CURTIS & SONS	67018	4/5/2018	1	\$796.10	FD/EV5200 IMAGER REPAIRS	01 6090 01
			TOTAL	\$796.10		
LIBERTY COMPOSTING, INC.	67122	4/13/2018	1	\$7,150.02	WW/TIPPING FEES BIOSOLIDS MARCH 2018	12 6032S 12
			TOTAL	\$7,150.02		
LIEBERT CASSIDY WHITMORE	67017	4/5/2018	1	\$315.00	ADM/CLIENT MATTER NO: CA131-0009	01 6080L 09
LIEBERT CASSIDY WHITMORE	67017	4/5/2018	2	\$205.00	ADM/CLIENT MATTER NO: CA131-0001	01 6080L
LIEBERT CASSIDY WHITMORE	67017	4/5/2018	3	\$2,954.00	ADM/CLIENT MATTER NO: CA131-00010	01 6080L 09

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Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
			TOTAL	\$3,474.00		
MADRID, MONIQUE	66998	4/2/2018	1	\$100.00	ADM/MONTHLY CELL PHONE REIMBURSEMENT 04/2018	01 6060C 09
MADRID, MONIQUE	67141	4/27/2018	1	\$11.22	ADM/M MADRID PICK UP HALEY AT GARS TRANSMISSION	01 6041L 09
MADRID, MONIQUE	67141	4/27/2018	1	\$1.09	ADM/M MADRID ATTEND BOARD MEETING @ VETS HALL	01 6115 09
MADRID, MONIQUE	67141	4/27/2018	1	\$0.43	ADM/M MADRID ATTEND PROS MEETING @ VETS HALL	01 6115 09
			TOTAL	\$112.74		
MEL'S LOCK & KEY	67036	4/9/2018	1	\$8.58	F&R/FOUR BACKUP KEYS	01 6090 02
			TOTAL	\$8.58		
MENDOZA, CARLOS	66999	4/2/2018	1	\$22.50	ADM/MONTHLY CELL PHONE REIMBURSEMENT 04/2018	01 6060C 09
MENDOZA, CARLOS	66999	4/2/2018	2	\$22.50	F&R/MONTHLY CELL PHONE REIMBURSEMENT 04/2018	01 6060C 02
			TOTAL	\$45.00		
MERCADO, RICARDO	67130	4/16/2018	1	\$700.00	ADM/DESIGNING AND FORMATTING REVENUE REPORTS	01 6086 09
MERCADO, RICARDO	67142	4/27/2018	1	\$900.00	ADM/FORMATTING REVENUE/EXPENDITURE REPORTS	01 6086 09
			TOTAL	\$1,600.00		
MICHAEL BAKER INTERNATIONAL	67024	4/5/2018	1	\$1,500.00	SWF/PROFESS CONSULT SERV 09/04/17 - 01/28/18	40 1829H 25
			TOTAL	\$1,500.00		
MICHELLE DYER	67084	4/12/2018	1	\$1,774.63	WW/SCREWS AEON GREASE HEX NUTS WASHERS GLOVES	12 6093 12
MICHELLE DYER	67084	4/12/2018	1	\$1,314.58	WW/OVERHAUL KIT CROWN PUMP, 99 PC SOCKET SET	12 6032L 12
MICHELLE DYER	67084	4/12/2018	2	\$756.34	WW/BLADOR 1 HP MOTOR CEWDNM3545	12 6032T 12
			TOTAL	\$3,845.55		
MINER'S ACE HARDWARE	67102	4/12/2018	1	\$81.85	F&R/SHOULDER HARNESS WEDGE SKIN PACK	01 6033V 02
			TOTAL	\$81.85		
MISSION LINEN SUPPLY	67103	4/12/2018	1	\$100.28	WD/TOWELS GLOVES WET MPOS MATS	11 6033B 11
MISSION LINEN SUPPLY	67103	4/12/2018	1	\$68.10	WD/TOWELS GLOVES WET MOPS MATS	11 6033B 11

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Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
MISSION LINEN SUPPLY	67103	4/12/2018	1	\$14.00	WW/FLOOR MATS	12 6033B 12
MISSION LINEN SUPPLY	67103	4/12/2018	1	\$68.20	WD/TOWELS WET MOPS FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	67103	4/12/2018	1	\$14.00	WW/FLOOR MATS	12 6033B 12
MISSION LINEN SUPPLY	67103	4/12/2018	1	\$68.20	WD/TOWELS GLOVES WET MOPS MATS	11 6033B 11
MISSION LINEN SUPPLY	67103	4/12/2018	1	\$14.00	WW/FLOOR MATS	12 6033B 12
MISSION LINEN SUPPLY	67103	4/12/2018	1	\$14.00	WW/FLOOR MATS	12 6033B 12
MISSION LINEN SUPPLY	67123	4/13/2018	1	\$68.20	WD/TOWELS WET MOPS FLOOR MATS	11 6033B 11
MISSION LINEN SUPPLY	67123	4/13/2018	1	\$70.14	WD/TOWELS WET MOPS FLOOR MATS	11 6033B 11
			TOTAL	\$499.12		
MORRO BAY RV & MARINE	67019	4/5/2018	1	\$517.88	FD/30 HP YAMAHA 2 STROKE RUNS ROUGH	01 6220S 01
			TOTAL	\$517.88		
NATIONAL METER & AUTOMATION IN	67104	4/12/2018	1	\$15,980.25	WD/100 HUNDRED M25 HR-E 8 DIAL ENCODER	11 6031M 11
NATIONAL METER & AUTOMATION IN	67104	4/12/2018	1	\$7,156.89	WD/LF70 BRZ METER BODY ONLY DIAL ENCODER	11 6031M 11
			TOTAL	\$23,137.14		
NOBLE SAW, INC.	67020	4/5/2018	1	\$129.25	F&R/18 LITER MANUAL BACKPACK SPRAYER	01 6033R 02
NOBLE SAW, INC.	67037	4/9/2018	1	\$237.47	WD/REPAIR TRASH PUMP AND PARTS	11 6040 11
NOBLE SAW, INC.	67037	4/9/2018	1	\$63.14	F&R/ FUEL FILTER ETHYNOL FREE FUEL RECYCLE FEE	01 6040 02
NOBLE SAW, INC.	67037	4/9/2018	1	\$129.25	F&R/18 LITER MANUAL BACKPACK SPRAYER	01 6033R 02
			TOTAL	\$559.11		
PACIFIC GAS & ELECTRIC	67021	4/5/2018	1	\$58.80	WW/ELEC SVC SAN SIMEON CRK RD MARCH 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	67021	4/5/2018	1	\$19.05	ADM/ELEC SVC 1316 TAMSSEN #203 MARCH 2018	01 6060E 09
PACIFIC GAS & ELECTRIC	67021	4/5/2018	1	\$9.53	WD/ELEC SVC 7806 VAN GORDON CREEK RD MARCH 2018	11 6060E 11
PACIFIC GAS & ELECTRIC	67021	4/5/2018	1	\$258.28	SWF/ELEC SVC SAN SIMEON CRK RD EVAP POND MAR 2018	39 6060E 25
PACIFIC GAS & ELECTRIC	67038	4/9/2018	1	\$806.90	SWF/ELEC SVC 990 SAN SIMEON CRK TRMT PLANT MAR '18	39 6060E 25
PACIFIC GAS & ELECTRIC	67038	4/9/2018	1	\$23.27	WD/ELEC SVC 9110 CHARING LANE MARCH 2018	11 6060E 11
PACIFIC GAS & ELECTRIC	67038	4/9/2018	2	\$1,224.37	WD/ELEC SVC 1320 SAN SIMEON CRK RD MARCH 2018	11 6060E 11
PACIFIC GAS & ELECTRIC	67038	4/9/2018	3	\$447.57	WD/ELEC SVC 1330 SAN SIMEON CRK RD MARCH 2018	11 6060E 11
PACIFIC GAS & ELECTRIC	67038	4/9/2018	4	\$1,350.29	WD/ELEC SVC 1340 SAN SIMEON CRK RD MARCH 2018	11 6060E 11
PACIFIC GAS & ELECTRIC	67038	4/9/2018	5	\$497.14	WD/ELEC SVC 6425 CAMBRIA PINES RD MARCH 2018	11 6060E 11
PACIFIC GAS & ELECTRIC	67038	4/9/2018	6	\$30.08	WD/ELEC SVC 988 MANOR WAY MARCH 2018	11 6060E 11
PACIFIC GAS & ELECTRIC	67038	4/9/2018	7	\$3,195.89	WD/ELEC SVC 2031 RODEO GROUNDS RD MARCH 2018	11 6060E 11
PACIFIC GAS & ELECTRIC	67038	4/9/2018	8	\$37.67	WD/ELEC SVC 2499 VILLAGE LANE MARCH 2018	11 6060E 11

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PACIFIC GAS & ELECTRIC	67038	4/9/2018	9	\$597.49	WD/ELEC SVC 1975 STUART STREET MARCH 2018	11 6060E 11
PACIFIC GAS & ELECTRIC	67038	4/9/2018	1	\$1,517.64	WD/ELEC SVC 2820 SANTA ROSA CRK RD MARCH 2018	11 6060E 11
PACIFIC GAS & ELECTRIC	67077	4/11/2018	1	\$388.22	WW/ELEC SVC LIFT STATION A MARCH 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	67077	4/11/2018	2	\$185.13	WW/ELEC SVC LIFT STATION 9 MARCH 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	67077	4/11/2018	3	\$108.01	WW/ELEC SVC LIFT STATION B-2 MARCH 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	67077	4/11/2018	4	\$328.70	WW/ELEC SVC LIFT STATION A-1 MARCH 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	67077	4/11/2018	5	\$624.28	WW/ELEC SVC LIFT STATION B MARCH 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	67077	4/11/2018	6	\$299.52	WW/ELEC SVC LIFT STATION B-3 MARCH 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	67077	4/11/2018	7	\$525.40	WW/ELEC SVC LIFT STATION B-4 MARCH 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	67077	4/11/2018	8	\$20.26	SWF/ELEC SVC LIFT STN WELL PUMP 9P7 MARCH 2018	39 6060E 25
PACIFIC GAS & ELECTRIC	67077	4/11/2018	9	\$21.60	SWF/ELEC SVC LIFT STATION 8 MARCH 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	67077	4/11/2018	10	\$13,287.96	WW/ELEC SVC TREATMENT PLANT MARCH 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	67077	4/11/2018	11	\$16.28	WW/ELEC SVC LIFT STATION 4 MARCH 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	67077	4/11/2018	12	\$200.44	WW/ELEC SVC LIFT STATION B-1 MARCH 2018	12 6060E 12
PACIFIC GAS & ELECTRIC	67106	4/12/2018	1	\$28.97	F&R/ELEC SVC WEST VILLAGE RESTROOM 03/05-04/03/18	01 6060E 02
PACIFIC GAS & ELECTRIC	67106	4/12/2018	2	\$29.08	F&R/ELEC SVC EAST VILLAGE RESTROOM 03/05-04/03/18	01 6060E 02
PACIFIC GAS & ELECTRIC	67106	4/12/2018	3	\$1,231.82	F&R/ELEC SVC STREET LIGHTING 03/05-04/03/18	01 6060E 02
PACIFIC GAS & ELECTRIC	67106	4/12/2018	4	\$307.80	F&R/ELEC SVC VETERANS HALL 03/05-04/03/18	01 6060E 02
PACIFIC GAS & ELECTRIC	67106	4/12/2018	5	\$625.08	FD/ELEC SVC 2850 BURTON DR 03/05-04/03/18	01 6060E 01
PACIFIC GAS & ELECTRIC	67106	4/12/2018	6	\$24.62	FD/ELEC SVC 2850 BURTON DR 03/05-04/03/18	01 6060E 01
PACIFIC GAS & ELECTRIC	67106	4/12/2018	7	\$496.00	ADM/ELEC SVC 1316 TAMSEN DR 03/05-04/03/18	01 6060E 09
PACIFIC GAS & ELECTRIC	67106	4/12/2018	8	\$111.58	ADM/ELEC SVC RADIO SHACK 03/05-04/03/18	01 6060E 09
			TOTAL	\$28,934.72		
PAPROS, INC.	67105	4/12/2018	1	\$500.00	WW/ANNUAL ENERGY MONITORING DATA FEED LICENSE	12 6032T 12
			TOTAL	\$500.00		
PETTY CASH	67072	4/10/2018	1	\$40.65	ADM/BOARD MEETING SUPPLIES	01 6033B 09
PETTY CASH	67072	4/10/2018	2	\$33.74	ADM/POSTAGE EXPENSE - MAIL BAG REIMBURSEMET	01 6051 09
PETTY CASH	67072	4/10/2018	3	\$58.37	ADM/MEETING EXPENSE CLOSED SESSION	01 6115 09
PETTY CASH	67072	4/10/2018	4	\$3.05	ADM/MILEAGE REIMBURSEMENT TRAVEL TO POST OFFICE	01 6120E 09
			TOTAL	\$135.81		
PHIL'S PRO PLUMB	67022	4/5/2018	1	\$2,995.00	FD/WATER HEATER REPLACEMENT	01 6033B 01
			TOTAL	\$2,995.00		



CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH OF APRIL, 2018

Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
PITNEY BOWES CREDIT- PBCC	67078	4/11/2018	1	\$125.48	ADM/QUARTERLY LEASE MAILING EQUIP 04/01 - 06/30/18	01 6070 09
			TOTAL	\$125.48		
PROCARE JANITORIAL SUPPLY INC.	67023	4/5/2018	1	\$921.73	F&R/DEGREASER HAND SOAP	01 6090 02
PROCARE JANITORIAL SUPPLY INC.	67107	4/12/2018	1	\$176.93	ADM/KLEENEX COTTONELLE TOILET TISSUE	01 6090 09
			TOTAL	\$1,098.66		
QUILL CORP	67108	4/12/2018	1	\$34.34	SWF/MAGNETIC HOOKS CLIPBOARD SUPER STRONG TAPE	39 6091B 25
QUILL CORP	67108	4/12/2018	1	\$402.18	SWF/BROTHER QB REMAN BLK DRUM	39 6091B 25
QUILL CORP	67108	4/12/2018	1	\$13.99	WW/11 HOOK METAL COAT RACK	12 6033B 12
QUILL CORP	67108	4/12/2018	1	\$70.62	SWF/MAGNETIC HOOKS	39 6091B 25
QUILL CORP	67124	4/13/2018	1	\$34.34	WW/MAGNETIC HOOKS CLIPBOARDS 3m SUPR STRNGTH TAPE	39 6091B 25
QUILL CORP	67124	4/13/2018	1	\$41.95	SWF/QB REMAN BROTHER DR630 BLK DRUM	39 6091B 25
QUILL CORP	67124	4/13/2018	1	\$13.99	11 HOOK METAL COAT RACK BLACK	39 6091B 25
QUILL CORP	67124	4/13/2018	1	\$70.62	SWF/MAGNETIC HOOKS 20 PACK	39 6091B 25
			TOTAL	\$682.03		
RAIN FOR RENT	67001	4/4/2018	1	\$1,680.00	SWF/SPILLGUARD ECONT TANK FLAT TOP COATED	40 6031Z 11
			TOTAL	\$1,680.00		
RETIREE00	67041	4/9/2018	1	\$429.29	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	11 5121 11
			TOTAL	\$429.29		
RETIREE01	67042	4/9/2018	1	\$458.57	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	12 5121 12
RETIREE01	67137	4/24/2018	1	\$458.57	WW/REPLACE MO HEALTH INSUR PREM REIMB FOR MAY '18	12 5121 12
			TOTAL	\$917.14		
RETIREE02	67043	4/9/2018	1	\$458.57	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 02
			TOTAL	\$458.57		
RETIREE04	67044	4/9/2018	1	\$148.15	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 09
			TOTAL	\$148.15		

CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH OF APRIL, 2018

Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
RETIREE05	67045	4/9/2018	1	\$429.29	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	12 5121 12
			TOTAL	\$429.29		
RETIREE06	67046	4/9/2018	1	\$148.15	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	11 5121 11
			TOTAL	\$148.15		
RETIREE07	67047	4/9/2018	1	\$148.15	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	11 5121 11
			TOTAL	\$148.15		
RETIREE09	67048	4/9/2018	1	\$148.15	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 09
			TOTAL	\$148.15		
RETIREE10	67049	4/9/2018	1	\$148.15	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 09
			TOTAL	\$148.15		
RETIREE11	67050	4/9/2018	1	\$148.15	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 09
			TOTAL	\$148.15		
RETIREE12	67051	4/9/2018	1	\$991.47	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	12 5121 12
			TOTAL	\$991.47		
RETIREE13	67052	4/9/2018	1	\$148.15	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 01
			TOTAL	\$148.15		
RETIREE14	67053	4/9/2018	1	\$148.15	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 02
			TOTAL	\$148.15		
RETIREE15	67054	4/9/2018	1	\$148.15	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 01
			TOTAL	\$148.15		

CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH OF APRIL, 2018

Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
RETIREE16	67055	4/9/2018	1	\$429.29	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	11 5121 11
			TOTAL	\$429.29		
RETIREE17	67056	4/9/2018	1	\$429.29	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 09
			TOTAL	\$429.29		
RETIREE19	67057	4/9/2018	1	\$1,050.15	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 01
			TOTAL	\$1,050.15		
RETIREE20	67058	4/9/2018	1	\$148.15	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	12 5121 12
			TOTAL	\$148.15		
RETIREE21	67059	4/9/2018	1	\$148.15	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	12 5121 12
			TOTAL	\$148.15		
RETIREE22	67060	4/9/2018	1	\$429.29	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	12 5121 12
			TOTAL	\$429.29		
RETIREE23	67061	4/9/2018	1	\$429.29	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 09
			TOTAL	\$429.29		
RETIREE24	67062	4/9/2018	1	\$148.15	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 02
			TOTAL	\$148.15		
RETIREE26	67063	4/9/2018	1	\$792.49	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 09
			TOTAL	\$792.49		
RETIREE27	67064	4/9/2018	1	\$1,050.16	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 01
			TOTAL	\$1,050.16		

CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH OF APRIL, 2018

Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
RETIREE28	67065	4/9/2018	1	\$429.29	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 02
			TOTAL	\$429.29		
RETIREE30	67066	4/9/2018	1	\$458.57	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	11 5121 11
			TOTAL	\$458.57		
RETIREE31	67067	4/9/2018	1	\$458.57	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 09
			TOTAL	\$458.57		
RETIREE32	67068	4/9/2018	1	\$1,050.15	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 09
			TOTAL	\$1,050.15		
RETIREE33	67069	4/9/2018	1	\$458.57	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 09
			TOTAL	\$458.57		
RETIREE34	67070	4/9/2018	1	\$991.47	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR MAY '18	01 5121 01
			TOTAL	\$991.47		
RUTAN & TUCKER, LLP	67026	4/5/2018	1	\$1,540.00	SWF/CDM SMITH DISPUTE PROFESSIONAL SERVICES	39 1829I 25
			TOTAL	\$1,540.00		
SAN JOAQUIN COMPOSTING	67028	4/5/2018	1	\$1,400.00	ADM/ADMIN TECH FRONT DESK TEMP SERV W/END 03/16/18	01 6080T 09
			TOTAL	\$1,280.00		
SAN LUIS OBISPO COUNTY	67029	4/5/2018	1	\$135.29	F&R/RENEWAL OF EQUIPMENT UNDER PERMIT 1964-1	01 6055 02
			TOTAL	\$135.29		
SAN LUIS PERSONNEL SERVICES, I	67039	4/9/2018	1	\$1,400.00	ADM/ADMIN ASST FRONT DESK TEMP SERV WKEND 03/16/18	01 6080T 09
SAN LUIS PERSONNEL SERVICES, I	67079	4/11/2018	1	\$1,280.00	ADM/ADMIN ASST FRONT DESK TEMP SERV 03/02/18	01 6080T 09
SAN LUIS PERSONNEL SERVICES, I	67079	4/11/2018	1	\$1,248.00	ADM/ADMIN ASST FRONT DESK TEMP SERVICE 03/09/18	01 6080T 09

CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH OF APRIL, 2018

Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
SAN LUIS PERSONNEL SERVICES, I	67079	4/11/2018	1	\$1,280.00	ADM/ADMIN ASST FRONT DESK TEMP SERV WKEND 03/23/18	01 6080T 09
			TOTAL	\$5,088.00		
SLO COUNTY	67040	4/9/2018	1	\$746.30	WD/CHARGEABLE REPORT WRITING/CORRESPONDENCE	11 6055 11
			TOTAL	\$746.30		
STATE OF CALIFORNIA	67125	4/13/2018	1	\$245.00	FD/FINGERPRINTS	01 6125 01
			TOTAL	\$245.00		
STATE WATER RES.CTRL.BRD.	67030	4/5/2018	1	\$150.00	WW/JOHN ALLCHIN GRADE LEVEL 4 CERT RENEWAL	12 6055 12
			TOTAL	\$150.00		
STEPHANIE SALVI	67027	4/5/2018	1	\$2.62	ADM/MILEAGE REIMBURSEMENT POST OFFICE TRAVEL	01 6120E 09
STEPHANIE SALVI	67143	4/27/2018	1	\$26.05	ADM/DRIVE LATE NOTICES TO MAILING SERVICES	01 6120E 09
			TOTAL	\$28.67		
TEKTEGRITY INC	67031	4/5/2018	1	\$2,198.00	ADM/MONTHLY BILLING FOR MARCH 2018	01 6044 09
TEKTEGRITY INC	67031	4/5/2018	1	\$2,198.00	ADM/MONTHLY BILLING FOR APRIL 2018	01 6044 09
TEKTEGRITY INC	67126	4/13/2018	1	\$521.53	WD/HP LASERJET PRINTER AND LABOR	11 6044 11
TEKTEGRITY INC	67126	4/13/2018	1	\$653.81	ADM/HP PRINTER C COX AND LABOR	01 6044 09
TEKTEGRITY INC	67126	4/13/2018	1	\$1,187.47	ADM/HP PROBOOK NOTEBOOK R HERNANDEZ	01 6044 09
			TOTAL	\$6,758.81		
TEMPLETON UNIFORMS	67109	4/12/2018	1	\$351.78	FD/WILDLAND TACTICAL PANT L SALAS	01 6220P 01
TEMPLETON UNIFORMS	67109	4/12/2018	1	\$351.78	FD/WILDLAND TACTICAL PANT T MURDOCK	01 6220P 01
TEMPLETON UNIFORMS	67109	4/12/2018	1	\$527.67	FD/WILDLAND TACTICAL PANT D MCCRAIN	01 6220P 01
			TOTAL	\$1,231.23		
THE BLUEPRINTER	67073	4/11/2018	1	\$213.72	WD/2500 #10 WINDOW ENVELOPES 28# STOCK	11 6053 11
THE BLUEPRINTER	67073	4/11/2018	2	\$213.72	WW/2500 #10 WINDOW ENVELOPES 28# STOCK	12 6053 12
			TOTAL	\$427.44		

CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH OF APRIL, 2018

Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
THE DOCUTEAM	67091	4/12/2018	1	\$480.27	ADM/CONTAINER STORAGE DELIVERY AND PICKUP	01 6080M 09
			TOTAL	\$480.27		
THE GAS COMPANY	67010	4/5/2018	1	\$50.37	FD/GAS SVC 5490 HEATH LANE MARCH 2018	01 6060G 01
THE GAS COMPANY	67010	4/5/2018	1	\$55.89	WW/GAS SERVICE 5500 HEATH LANE MARCH 2018	12 6060G 12
THE GAS COMPANY	67010	4/5/2018	1	\$92.94	WW/GAS SERVICE 5500 HEATH LANE MARCH 2018	12 6060G 12
THE GAS COMPANY	67096	4/12/2018	1	\$249.23	FD/GAS SVC 2850 BURTON DRIVE MARCH 2018	01 6060G 01
			TOTAL	\$448.43		
UNITED RENTALS (NA) INC.	67111	4/12/2018	1	\$3,080.03	WW/GENERATOR 150-179 KVA TIER 4	12 6070 12
UNITED RENTALS (NA) INC.	67111	4/12/2018	1	\$691.76	WD/3" TRASH PUMP FIREHOSE	11 6040 11
UNITED RENTALS (NA) INC.	67111	4/12/2018	1	\$379.16	WW/WATER TRUCK 2000-2999 GALLONS	12 6070 12
			TOTAL	\$970.10		
UNITED STATE TREASURY	67131	4/16/2018	1	\$1,285.73	ADM/NOTICE CP220 PENALTY 941 INCORRECT SUBMISSION	01 6080M 09
			TOTAL	\$1,285.73		
VAN BEURDEN, LEON	67133	4/19/2018	1	\$2,371.00	WD/REFUND DUE FROM WATER METER LINE REPLACEMENT	11 2420 11
			TOTAL	\$2,371.00		
VICTOR BACKHOE, INC.	67127	4/13/2018	1	\$875.00	WD/ANNUAL TEST OF BACKFLOW DEVICES	11 6080M 11
			TOTAL	\$875.00		
WATTS, ROBERT	67033	4/5/2018	1	\$1,525.00	ADM/PHONE INQUIRY, IN PERSON/WRITTEN CONSULTANCY	01 6080M 09
			TOTAL	\$1,525.00		
WEST COAST TREE SERVICE	67113	4/12/2018	1	\$2,300.00	WW/70 FOOT TREE DOWNED CHIPPED AND EXCESS BRUSH	12 6033G 12
			TOTAL	\$2,300.00		
	67028	4/5/2018	9000	\$120.00	Ck# 067028 Reversed	01 6080T 09
AFLAC (AMER FAM LIFE INS)	5621	4/6/2018	1	\$100.76	VOLUNTARY INS-PRETAX	01 2162
AFLAC (AMER FAM LIFE INS)	5638	4/20/2018	1	\$100.76	VOLUNTARY INS-PRETAX	01 2162

CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH OF APRIL, 2018

Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
			TOTAL	\$201.52		
AMERITAS	5648	4/30/2018	1	\$3,702.52	DENTAL INSURANCE-YER	01 2150
AMERITAS	5648	4/30/2018	4	\$118.16	DENTAL INSURANCE-YER	12 5102 12
AMERITAS	5648	4/30/2018	1	\$464.32	DENTAL INSURANCE-YER	01 2150
			TOTAL	\$3,918.60		
CAMBRIA COMMUNITY SERVICES DIS	5622	4/6/2018	1	\$1,300.00	MEDICAL REIMBURSEMNT	01 2171
CAMBRIA COMMUNITY SERVICES DIS	5622	4/6/2018	2	\$250.00	MEDICAL REIMBURSEMNT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	5622	4/6/2018	3	\$50.00	MEDICAL REIMBURSEMNT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	5622	4/6/2018	4	\$200.00	MEDICAL REIMBURSEMNT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	5622	4/6/2018	5	\$150.00	MEDICAL REIMBURSEMNT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	5622	4/6/2018	6	\$200.00	MEDICAL REIMBURSEMNT	12 5122 12
CAMBRIA COMMUNITY SERVICES DIS	5639	4/20/2018	1	\$1,250.00	MEDICAL REIMBURSEMNT	01 2171
CAMBRIA COMMUNITY SERVICES DIS	5639	4/20/2018	2	\$250.00	MEDICAL REIMBURSEMNT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	5639	4/20/2018	3	\$50.00	MEDICAL REIMBURSEMNT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	5639	4/20/2018	4	\$200.00	MEDICAL REIMBURSEMNT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	5639	4/20/2018	5	\$150.00	MEDICAL REIMBURSEMNT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	5639	4/20/2018	6	\$200.00	MEDICAL REIMBURSEMNT	12 5122 12
			TOTAL	\$4,250.00		
CAMBRIA FIRE FIGHTERS LOCAL 46	5624	4/6/2018	1	\$360.00	DUES-FIRE IAFF	01 2160
CAMBRIA FIRE FIGHTERS LOCAL 46	5642	4/20/2018	1	\$360.00	DUES-FIRE IAFF	01 2160
			TOTAL	\$720.00		
CAMBRIA FIREFIGHTERS ASSN	5641	4/20/2018	1	\$141.40	RESERVE FIREFTR DUES	01 2160
			TOTAL	\$141.40		
EMPLOYMENT DEVELOPMENT DP	5623	4/6/2018	1	\$3,488.78	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	5623	4/6/2018	1	\$1,012.09	STATE INCOME TAX	01 2130
EMPLOYMENT DEVELOPMENT DP	5640	4/20/2018	1	\$4,174.65	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	5640	4/20/2018	1	\$1,115.63	STATE INCOME TAX	01 2130
			TOTAL	\$9,791.15		

CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH OF APRIL, 2018

Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
ICMA-VNTGPT TRSFR AGT 457	5627	4/6/2018	1	\$2,317.51	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	5627	4/6/2018	1	\$1,027.81	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	5645	4/20/2018	1	\$2,328.07	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	5645	4/20/2018	1	\$1,027.81	457 DEFERRED COMP IN	01 2141
TOTAL				\$6,701.20		
IRS/FEDERAL PAYROLL TAXES	5626	4/6/2018	1	\$9,466.68	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	5626	4/6/2018	1	\$12,674.16	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	5626	4/6/2018	1	\$2,964.10	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	5644	4/20/2018	1	\$11,074.61	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	5644	4/20/2018	1	\$13,957.90	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	5644	4/20/2018	1	\$3,264.28	FEDERAL INCOME TAX	01 2120
TOTAL				\$53,401.73		
LINCOLN FINANCIAL GROUP	5649	4/30/2018	1	\$234.84	LIFE INSURANCE	01 2164
TOTAL				\$222.66		
PERS HEALTH BENEFIT SERV	5651	4/30/2018	1	\$34,372.61	MEDICAL INSURANC-YER	01 2151
PERS HEALTH BENEFIT SERV	5651	4/30/2018	4	\$133.72	MEDICAL INSURANC-YER	01 5103 09
PERS HEALTH BENEFIT SERV	5651	4/30/2018	5	\$665.00	MEDICAL INSURANC-YER	01 5121 01
PERS HEALTH BENEFIT SERV	5651	4/30/2018	6	\$532.00	MEDICAL INSURANC-YER	01 5121 02
PERS HEALTH BENEFIT SERV	5651	4/30/2018	7	\$1,330.00	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	5651	4/30/2018	8	\$798.00	MEDICAL INSURANC-YER	11 5121 11
PERS HEALTH BENEFIT SERV	5651	4/30/2018	9	\$798.00	MEDICAL INSURANC-YER	12 5121 12
PERS HEALTH BENEFIT SERV	5651	4/30/2018	10	\$69.52	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	5651	4/30/2018	1	\$6,364.97	MEDICAL INSURANC-YER	01 2151
TOTAL				\$44,847.83		
PERS RETIREMENT SYSTEM	5628	4/6/2018	1	\$0.00	PERS PAYROLL REMITTANCE	01 5111 09
PERS RETIREMENT SYSTEM	5628	4/6/2018	2	\$19,084.62	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	5646	4/20/2018	1	\$0.00	PERS PAYROLL REMITTANCE	01 5111 09
PERS RETIREMENT SYSTEM	5646	4/20/2018	2	\$19,846.21	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	5646	4/20/2018	3	\$14.53	PERS PAYROLL REMITTANCE	01 5109 09
PERS RETIREMENT SYSTEM	5650	4/30/2018	1	\$6,345.74	UNFUNDED ACCRUED LIABILTY	01 5109 09
PERS RETIREMENT SYSTEM	5650	4/30/2018	2	\$1,683.16	UNFUNDED ACCRUED LIABILTY	01 5109 02
PERS RETIREMENT SYSTEM	5650	4/30/2018	3	\$3,795.65	UNFUNDED ACCRUED LIABILTY	11 5109 11



CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH OF APRIL, 2018

Vendor Name	Check #	Check Date	Line #	Line Amt	Line Description	Account#
PERS RETIREMENT SYSTEM	5650	4/30/2018	4	\$3,747.33	UNFUNDED ACCRUED LIABILTY	12 5109 12
PERS RETIREMENT SYSTEM	5650	4/30/2018	5	\$4,384.45	UNFUNDED ACCRUED LIABILTY	01 5109 01
TOTAL				\$53,251.15		
PPBI-DIRECT DEPOSIT	5625	4/6/2018	1	\$3,850.00	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	5625	4/6/2018	1	\$56,082.50	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	5643	4/20/2018	1	\$4,000.00	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	5643	4/20/2018	1	\$62,136.95	Direct Deposit Flat	01 2152
TOTAL				\$126,069.45		
SEIU LOCAL 620	5629	4/6/2018	1	\$449.42	SEIU UNION DUES	01 2160
SEIU LOCAL 620	5647	4/20/2018	1	\$441.25	SEIU UNION DUES	01 2160
TOTAL				\$890.67		
Grand Total				\$519,183.46		

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**CAMBRIA COMMUNITY SERVICES DISTRICT  
EXPENDITURE REPORT  
FOR THE MONTH OF APRIL, 2018**

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**EXPENDITURE SUMMARY**

<b>\$372,272.15</b>	<b>01   TOTAL GENERAL FUND</b>
<b>\$66,956.58</b>	<b>11   TOTAL WATER OPERATIONS</b>
<b>\$49,807.36</b>	<b>12   TOTAL WASTEWATER OPERATIONS</b>
<b>\$18,434.00</b>	<b>39   TOTAL SWF OPERATIONS</b>
<b>\$11,613.37</b>	<b>40   TOTAL SWF PROJECT</b>
<b>\$519,083.46</b>	<b>TOTAL DISBURSEMENT FOR APRIL, 2018</b>

**Prepared by Rudy Hernandez | 5 - 14 - 2018**

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**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
Thursday, April 19, 2018 2:00 PM

**1. OPENING**

**A. Call to Order**

President Rice called the meeting to order at 2:04 p.m.

**B. Pledge of Allegiance**

President Rice led the Pledge of Allegiance.

**C. Establishment of Quorum**

A quorum was established.

Directors present: President Rice, Vice President Bahringer, Director Farmer, Director Wharton, and Director Pierson.

Staff present: General Manager Jerry Gruber, District Counsel Timothy Carmel, Administrative Services Officer/District Clerk Monique Madrid, Finance Manager Rudy Hernandez, and District Engineer Bob Gresens.

**D. Report from Closed Session**

District Counsel reported the Board discussed labor relations, but there was nothing else to report.

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

President Rice asked for any additions or deletions to the agenda.

There were no additions or deletions to the agenda.

President Rice stated that Mr. Florez will not be present for his presentation.

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

**A. Sheriff's Department Report**

No one was present for the Sheriff's Department report.

**B. Fire Chief's Report**

CCSD Fire Chief William Hollingsworth provided a report of recent activities in Cambria.

**3. PRESENTATIONS**

**A. Balance Public Relations Senator Dean Florez, Ret., to Present an Update Report on Services Provided**

Balance Public Relations President, Senator Dean Florez, Ret. was not present for the report.

Director Farmer provided a brief summary of the recent Town Hall meeting hosted by Senator Dean Florez, Ret.

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

Public Comment:

Karen Dean

Christine Heinrichs

Don Howell

**5. CONSENT AGENDA (Estimated time: 15 Minutes)**

- A. CONSIDERATION TO APPROVE THE FEBRUARY 2018 AND MARCH 2018 EXPENDITURE REPORTS
- B. CONSIDERATION TO ADOPT THE FEBRUARY 5, 2018, FEBRUARY 8, 2018, AND FEBRUARY 16, 2018 SPECIAL MEETING MINUTES AND FEBRUARY 22, 2018 AND MARCH 22, 2018 REGULAR MEETING MINUTES
- C. CONSIDERATION TO APPROVE AMENDED AGREEMENT FOR CONSULTANT SERVICES WITH TEKTEGRITY AND AUTHORIZE AN ADDITIONAL \$1500 FOR LABOR COSTS
- D. CONSIDERATION OF APPOINTMENT OF KAREN DEAN TO THE INFRASTRUCTURE COMMITTEE
- E. CONSIDERATION OF APPROVAL OF ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM REGIONAL GRANT APPLICATION MEMORANDUM OF UNDERSTANDING (MOU)
- F. CONSIDERATION OF ADOPTION OF RESOLUTION 07-2018 DECLARING A PUBLIC NUISANCE FOR THE ANNUAL FIRE HAZARD FUEL REDUCTION PROGRAM
- G. CONSIDERATION TO APPROVE AMENDMENT TO AGREEMENT FOR CONSULTANT SERVICES WITH CAROLYN WINFREY
- H. CONSIDERATION OF ADOPTION OF RESOLUTION 10-2018 AMENDING THE LIST OF DESIGNATED POSITIONS SUBJECT TO THE DISTRICT'S CONFLICT OF INTEREST CODE TO INCLUDE MEMBERS OF STANDING COMMITTEES AND THE SUSTAINABLE WATER FACILITY CHIEF PLANT OPERATOR
- I. CONSIDERATION OF APPROVAL OF LETTER OF SUPPORT FOR THE PROPOSED SENATE BILL 1079 FORESTRY GRANT

President Rice asked for any items to be pulled.

Public Comment:

Crosby Swartz Submitted Email to the Board (President Rice read Mr. Swartz's email)

Director Pierson asked to correct the minutes on page 69. It should say Cambria Healthcare District Liaison Assignment is assigned to Director Pierson.

Director Farmer identified various laboratory costs on the expenditure report related to costs associated with the SWF and PG&E costs.

Finance Manager Rudy Hernandez corrected one item on page 40 of the expenditure report. Ricardo Gomez was voided and not paid.

President Rice asked to pull item 5.C. for separate consideration.

President Rice commented that one of her concerns was on the expenditure report, which Rudy Hernandez clarified. She commented on the minutes and unclear motions. She will work on making them more focused and clear in the future. The item regarding the PROS goals wasn't clear and was not listed in the minutes and should have been included.

Vice President Bahringer moved to approve the consent agenda, except item 5.C., with a comment on item 5.D., appointment of Karen Dean to the Infrastructure Committee; Ms. Dean has attended two meetings and is the Vice Chair of the Committee.

Director Pierson seconded the motion.

Roll Call Vote:

Vice President Bahringer- Aye

Director Pierson- Aye

Director Wharton- Aye

Director Farmer- Aye

President Rice- Aye

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

President Rice introduced item 5.C. and turned it over to General Manager Jerry Gruber, who gave a brief introduction and asked the Board for any questions.

President Rice stated she has questions regarding managing the contract, specifically that we've spent \$83k and our contract for providing support is the basic, if we weren't doing the extra project replacing the servers, it's supposed to be \$26k.

General Manager Jerry Gruber suggested sitting down with President Rice to evaluate the costs.

The Board discussed the amended agreement.

Director Wharton moved to approve the amended agreement.

The motion died for a lack of a second.

Item 5.C. was not approved.

Vice President Bahringer recommends that if staff feels that it's critical, they bring the item back to the Board. Director Wharton and VP Bahringer both stated that they may be able to support the item if staff could identify the number of hours saved through the negotiation to limit the overage of the contract to \$1500.

## **6. HEARINGS AND APPEALS (Estimated time: 15 Minutes per item)**

- A. DISCUSSION AND CONSIDERATION TO FIX WATER AND WASTEWATER STANDBY OR AVAILABILITY CHARGES AS PROVIDED IN GOVERNMENT CODE §61124(b) AND CONSIDERATION OF ADOPTION OF RESOLUTION 08-2018**

## FIXING WATER AND WASTEWATER STANDBY OR AVAILABILITY CHARGES FOR FISCAL YEAR 2018/2019

General Manager introduced the item and turned it over to District Counsel, who gave a brief summary and asked for any questions.

President Rice opened the public hearing and asked for public testimony.

Public Comment:  
Mike Lyons

President Rice closed the public hearing.

Vice President Bahringer moved to adopt Resolution 08-2018 establishing water and wastewater standby or availability charges for Fiscal Year 2018/2019.

Director Pierson seconded the motion.

Roll Call Vote:  
Vice President Bahringer- Aye  
Director Pierson- Aye  
Director Wharton- Aye  
Director Farmer- Aye  
President Rice- Nay

Motion Passed: 4-Ayes (Bahringer, Pierson, Wharton, Farmer), 1-Nay (Rice), 0-Absent

The Board took a five-minute break.

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

### **A. Board Member and Committee Reports**

Director Pierson reported on attending the Finance Committee meeting. The next meeting is April 26, 2018 at 10:00 a.m. at the CCSD Fire Dept. He doesn't have a report on the CCHD meeting, as he attended the CSDA training for 2.5 days. Fire Chief Hollingsworth reported on the grant training he attended.

Vice President Bahringer attended the NCAC meeting and the Infrastructure Committee meeting.

President Rice reported on attending the CSDA Leadership Academy. She reported on the Town Hall meeting and that it was helpful for the public to be able to ask questions.

Director Farmer reported on the value of attending the CSDA training last year. He attended the FFRP meeting and they discussed the boundary survey that's been going on for 3-4 months to verify the survey done twenty years ago was accurate. The wildflower show will be taking place next weekend.

Director Wharton reported he was not able to attend the PROS meeting.

President Rice stated there will be Brown Act training on April 26, 2018 at 10:30 a.m. at the Fire Department. The Finance Committee meeting will meet on April 26, 2018 from 9:00 a.m. to 10:30 a.m. at the Fire Department.

## **8. MANAGER REPORTS**

### **A. General Manager's Report**

General Manager Jerry Gruber provided the Board with a summary of his report and expressed that he intends to bring back a zero-based budget for the Board to approve. He then turned it over to the Finance Manager.

Director Pierson asked the General Manager to provide a list of things he and the Managers recommend adding to the budget, based upon the rate structure. He also felt that the Admin Department overhead should be reallocated to correct amounts to free up funds for the General Fund. Director Pierson asked if the draft budget will be available for the next Finance Committee meeting. He suggested he will ask the Committee if they can postpone their next meeting to May 17, 2018, so they can have the draft budget for Water and Wastewater.

Vice President Bahringer asked to initiate the Proposition 218 process in May.

President Rice discussed the District Transparency Certificate of Excellence and there's a big list on the back which lists website requirements to meet the transparency certificate standards.

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

Finance Manager Rudy Hernandez provided the Board with a brief summary of the Finance Manager's report.

The Board had a discussion regarding the report.

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

President Rice moved to add the following items to future agendas: audit, budget, rates presentation, and Policy Ad Hoc Committee.

Vice President Bahringer seconded the motion.

President Rice amended her motion to include having a future discussion regarding programs for water wise gardening, as time allows.

Vice President Bahringer accepted the amendment.

Director Farmer suggested the potential of an additional Standing Committee for water resourcefulness and grant funding.

The Board President and Vice President accepted Director's Farmers amendment.

Roll Call Vote:

President Rice-Aye

Vice President Bahringer- Aye

Director Pierson- Aye

Director Wharton- Aye

Director Farmer- Aye

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

### **10. ADJOURN**

President Rice adjourned the meeting at 6:00 p.m.

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.C.**

FROM: Bob Gresens, District Engineer

Meeting Date: May 24, 2018

Subject: CONSIDERATION OF ADOPTION OF  
RESOLUTION 11-2018 APPROVING  
AN UPDATE TO THE SANITARY  
SEWER MANAGEMENT PLAN**RECOMMENDATION**

Staff recommends that the Board adopt Resolution 11-2018 approving an update to the Sewer System Management Plan (SSMP).

**FISCAL IMPACT**

The SSMP and past audits and assessments of the collection system identified several needed improvements, which have been identified within a capital improvement plan (CIP) and are subject to further review and consideration by the Infrastructure Committee. The fiscal impact from future CIP efforts is also subject to the Finance Committee's recommendation on how to finance such improvements. The level of improvements, along with the timeline for funding and completion, is also being coordinated with the Rate Ad Hoc Committee, and may be subject to the outcome of an ongoing rate study, as well as completion of the Proposition 218 process.

**DISCUSSION**

On May 24, 2012, the Board of Directors adopted the Cambria Community Service District's (CCSD) Sanitary Sewer Management Program to comply with the State Water Resources Control Board's (SWRCB) General Waste Discharge Order No. 2006-0003-DWQ Monitoring and Reporting Program (MRP). Since then, the SWRCB amended the MRP with the issuance of Order No. 2013-0058-EXEC. This more recent MRP developed specific categories of sanitary sewer overflows and associated reporting requirements, along with an internal auditing of the SSMP's effectiveness. The audit is to identify any deficiencies with the SSMP and the steps needed to be taken to correct them. In addition, the title has been modified to match the "Sewer System Management Plan" used by the State in the aforementioned orders and associated guidebooks. The SSMP presented herein retitles the earlier program and provides an update to the CCSD's 2012 document.

The goal of the SSMP is to provide a plan and schedule to properly manage, operate, and maintain all parts of the collection system to reduce and prevent the occurrence of a sanitary sewer overflow ("SSO") and mitigate any SSOs that do occur. This is critical to protecting public health and the environment. An updated SSMP is to be completed every five years, with internal auditing of the follow up to the SSMP recommendations occurring every two years. This current SSMP update focused primarily on a more expansive emergency contact list, tailoring the SSO responses, the categories of SSOs described within Water Board Order No.



2013-0058-EXEC, and updating expired information. This update also built upon the original 2012 SSMP, which was developed for the District by APT Water to include the required elements of Water Board Order No. 2006-3-DWQ, which are: 1) the goal of the SSMP; 2) contact information and a description of the “chain of command”; 3) a description of the CCSD’s legal authority to prevent illicit discharges into the sewer system, its authority to require proper construction of the sewer connections, ensure access to the sewer system, and limit the discharge of fats, oil and grease; 4) an operation and maintenance program; 5) a design and performance provision for the sewer system; 6) an overflow emergency response plan; 7) a fats, oil and grease control program; 8) a system evaluation and capacity assurance plan; 9) a monitoring, measurement, and plan modifications; 10) a systematic audit of the SSMP in relation to the number of SSOs; and 11) a communication program.

Much work remains as the District strives to upgrade, replace, and improve upon its collection system infrastructure and operations. The SSMP and the associated Water Board orders form a mechanism to continuously improve upon the goal of eliminating and minimizing SSOs. The District’s Finance and Infrastructure Committees will be instrumental to accomplish this goal, along with the Rate Ad Hoc Committee.

Attachments: Resolution 11-2018  
May 2018 Updated Sewer System Management Plan

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

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

**RESOLUTION 11-2018**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT  
APPROVING AN UPDATED SEWER SYSTEM MANAGEMENT PLAN  
AS REQUIRED BY THE STATE WATER RESOURCES CONTROL BOARD  
ORDER NO. 2006-3 STATEWIDE GENERAL WASTE DISCHARGE  
REQUIREMENTS FOR SANITARY SEWER SYSTEMS**

**WHEREAS**, on May 2, 2006 the State Water Quality Control Board (“SWRCB”) adopted Order No. 2006-3-DWQ (the “Order”) requiring all public agencies to develop and implement a Sanitary Sewer Management Plan (“SSMP”); and

**WHEREAS**, on July 30, 2013, Attachment A to the Order was promulgated and became effective on September 9, 2013 and is known as Attachment A, SWRCB Order No. WQO 2013-0058-EXEC, amending the Monitoring and Reporting Program for Statewide General Waste Discharge Requirements for Sanitary Sewer Systems; and

**WHEREAS**, the purpose of the Order is to develop a regulatory mechanism to provide a consistent statewide approach for reducing sanitary sewer overflows.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Directors of the Cambria Community Services District that the Updated Sewer System Management Plan attached hereto as Exhibit “A” and incorporated herein by this reference, is hereby approved as required by State Water Resources Control Board Order No. 2006-3.

PASSED AND ADOPTED this 24<sup>th</sup> day of May, 2018.

\_\_\_\_\_  
Amanda Rice  
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Monique Madrid  
District Clerk

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

# CAMBRIA COMMUNITY SERVICES DISTRICT SEWER SYSTEM MANAGEMENT PLAN



2018 UPDATE

CAMBRIA COMMUNITY SERVICES DISTRICT  
SEWER SYSTEM MANAGEMENT PLAN

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CAMBRIA COMMUNITY SERVICES DISTRICT  
SEWER SYSTEM MANAGEMENT PLAN

LIST OF ACRONYMS AND ABBREVIATIONS

APCD	Air Pollution Control District
BMP	Best Management Practices
Cal OES	California Governor’s Office of Emergency Services
CCSD	Cambria Community Services District
CCTV	Closed Circuit Television
CDF	California Department of Forestry
CDFW	California Department of Fish and Wildlife
CIP	Capital Improvement Plan
CIWQS	California Integrated Water Quality System
CRWA	California Rural Water Association
CWEA	California Water Environment Association
SLOEH	San Luis Obispo County Environmental Health Department
FOG	Fats, Oils and Grease
FSE	Food Services Establishment
GWDR	General Waste Discharge Requirement
HMA	High Maintenance Area
I/I	Inflow & Infiltration
LRO	Legally Responsible Official
MRP	Monitoring and Reporting Plan
mgd	Million Gallons per Day
NPDES	National Pollution Discharge Elimination System
OERP	Overflow Emergency Response Plan
OES	Office of Emergency Services (county)
O&M	Operations and Maintenance
PM	Preventative Maintenance
RWQCB	Regional Water Quality Control Board
SCADA	Supervisory Control and Data Acquisition
SCSMP	Sewer Collections System Management Plan
SSMP	Sewer System Management Plan
SSOR	Sewer System Overflow Report
SSO	Sanitary Sewer Overflow
SWMP	Storm Water Management Plan
SWRCB	State Water Resource Control Board
UPC	Uniform Plumbing Code
WDR	Waste Discharge Requirement
WWTP	Wastewater Treatment Plant

## CAMBRIA COMMUNITY SERVICES DISTRICT SEWER SYSTEM MANAGEMENT PLAN

### INTRODUCTION

Cambria Community Services District (Cambria CSD) is an independent special district that provides water, wastewater, fire protection, parks, and other community services to its customers. The Cambria CSD's Wastewater Department provides wastewater treatment as well as collection of sanitary waste to a community of approximately 6,200 residents. The sanitary sewer collection system includes ten (10) lift stations and fifty-nine (59) miles of gravity sewers and force mains. The collection system discharges to the Cambria CSD's one-million gallon per day<sup>1</sup> (mgd) capacity wastewater treatment plant (WWTP).

The Cambria CSD service area is about 3,200 acres, or approximately five square miles. The unincorporated coastal community of Cambria is located along Highway 1 in the northwestern portion of San Luis Obispo County, California, thirty-five (35) miles north of the City of San Luis Obispo.

The RWQCB, Central Coast Region 3, oversees the sanitary sewer system requirements as defined in State Water Quality Order NO. 2006-003 DWQ. During May of 2012, the Cambria CSD Board of directors adopted the Cambria CSD's Sanitary Sewer Management Program (SSMP) to be compliant with the State Water Resources Control Board's (SWRCB's) General Waste Discharge Order No. 2006-0003-DWQ Monitoring and Reporting Program (MRP). Since then, the SWRCB amended the MRP with the issuance of Order No. 2013-0058-EXEC. This more recent MRP developed specific categories of sanitary sewer overflows and associated reporting requirements, along with an internal auditing of the SSMP's effectiveness. The audit is to identify any deficiencies with the SSMP and steps to correct them. In addition, the title has been modified to match the "Sewer System Management Plan" (SSMP) used by the State in the aforementioned orders and associated guidebooks. The SSMP presented herein retitles the earlier program, provides an update to the Cambria CSD's 2012 document that complies with the SWRCB's more recent MRP requirements, and responds to identified deficiencies.

This update to the SSMP includes the following elements:

1. Goals
2. Organization
3. Overflow Emergency Response Plan
4. Fats, Oils & Grease Control Program
5. Legal Authority
6. Measures and Activities
7. Design and Construction Standards
8. System Evaluation and Capacity Assurance Management
9. Monitoring, Measurement and Program Modifications
10. SSMP Audits
11. Communication Plan

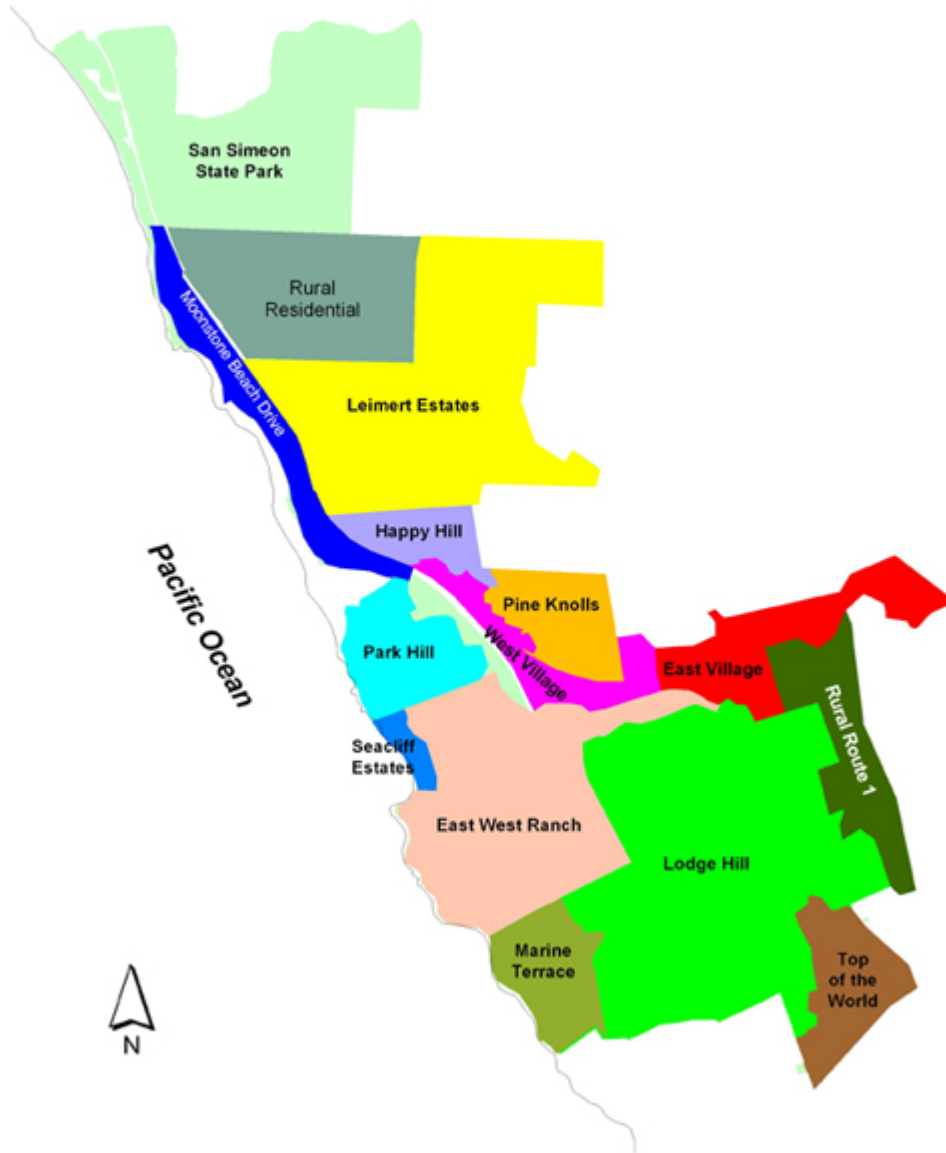
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<sup>1</sup> One mgd is the WWTP's average flow capacity.



CAMBRIA COMMUNITY SERVICES DISTRICT  
SEWER SYSTEM MANAGEMENT PLAN

# CCSD Service Area



## CAMBRIA COMMUNITY SERVICES DISTRICT SEWER SYSTEM MANAGEMENT PLAN

### SECTION 1. GOALS

It is a primary function of the Cambria CSD to provide effective and efficient wastewater treatment and collection for its customers while protecting the public's health and the environment to the greatest degree possible. This responsibility includes ensuring the collection system is protected and properly utilized, preventing sanitary sewer overflows (SSO's), properly responding to any SSOs should they occur, and may include restricting or prohibiting the volume, type, or concentration of wastes added to the system.

#### 1.1 REGULATORY REQUIREMENTS

The collection system agency shall develop goals to manage, operate, and maintain all parts of the collection system. The goals shall address the provisions of adequate capacity to convey peak wastewater flows, as well as a reduction in the frequency of Sanitary Sewer Overflows (SSO) and the mitigation of their impacts. The Sanitary Sewer Management Plan (SSMP) is to be periodically updated every five years. The last time the Cambria CSD updated its SSMP was during 2012; therefore, this update to the SSMP is to also make the Cambria CSD current on its five-year updating requirement.

#### 1.2 GOALS DISCUSSION

Cambria CSD has developed the following SSMP goals which will contribute to the proper management of the collection system and assist in minimizing the frequency and impacts of SSO's. These goals will be accomplished through providing proper guidance for appropriate maintenance, operations management, and emergency response.

Cambria CSD SSMP goals:

1. Continue with the proactive approach to minimize the likelihood of an SSO. In the event of an SSO the goal of operations staff is to perform an analysis determining if any changes to the current process/management of the collection system is warranted.
2. Convey wastewater to the WWTP with a minimum of Infiltration and Inflow in the wastewater collection system.
3. Prevent public health hazards through proper regulatory notification, emergency response, SSO containment, and SSO clean up procedures.
4. Minimize inconveniences by responsibly and quickly handling interruptions in wastewater collection service.
5. Protect large investments in collection system by maintaining adequate capacities and extending useful life.
6. Use available funds for sewer operations in the most efficient manner. Identify, prioritize, and continuously upgrade and replace sewer system facilities to maintain reliability and adequacy of service to customers.
7. Provide adequate capacity to convey peak wastewater flows
8. Perform all operations in a safe manner to avoid personal injury and/or property damage.

CAMBRIA COMMUNITY SERVICES DISTRICT  
SEWER SYSTEM MANAGEMENT PLAN

9. Be available and responsive to the needs of the public. Work cooperatively with local, state and federal agencies to reduce, mitigate, and properly report an SSO.
10. Implement regular, practical maintenance of the sewer collection system to remove roots, debris, sand, fats, oil, and grease (FOG) in areas prone to blockages that may cause SSO or sewer backups.
11. Implement and maintain a FOG program to minimize and/or prevent fats, oils, and grease from entering the collection system.

CAMBRIA COMMUNITY SERVICES DISTRICT  
SEWER SYSTEM MANAGEMENT PLAN

**SECTION 2. ORGANIZATION**

**2.1 RESPONSIBLE AUTHORIZED REPRESENTATIVES AND CCSD PERSONNEL WITH SSMP RESPONSIBILITIES**

The Responsible Authorized Representative is assigned to ensure that all regulatory agencies are notified and reported to. All sewer system overflow events as well as system activities are to be reported to the Responsible Authorized Representative. The Responsible Authorized Representative is determined by the Cambria CSD General Manager.

NAME	TITLE	CIWQS SSO DATABASE
Jerome Gruber	General Manager	Legally Responsible Official
John Allchin	Wastewater Department Supervisor	Legally Responsible Official

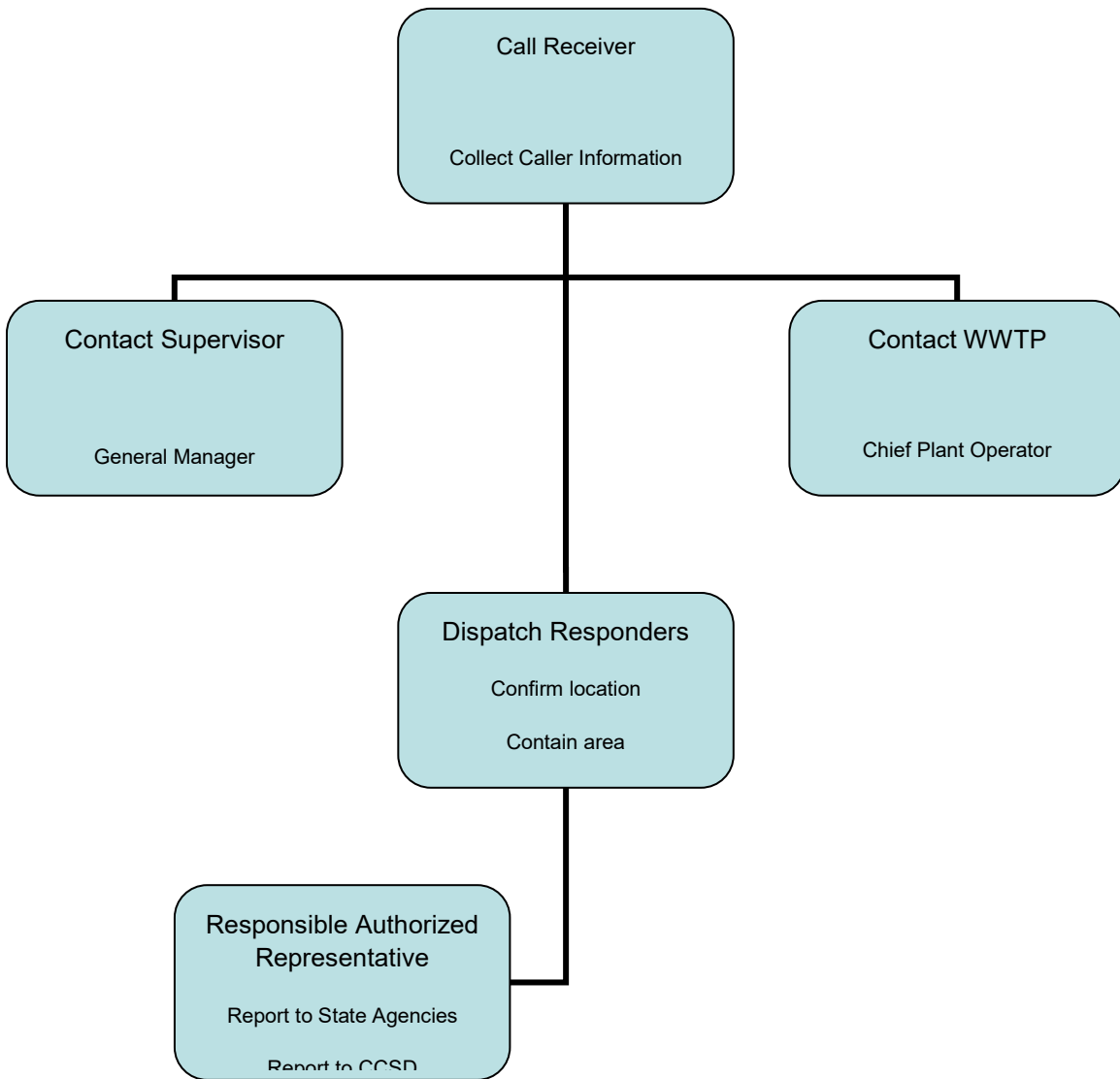
The CCSD has assigned the execution of the SSMP per the following summary:

NAME AND TITLE	SSMP RESPONSIBILITIES	CONTACT NUMBERS
Jerome Gruber, General Manager	Coordinates with District Board on resource needs and policy direction, plans strategy, leads staff, allocates resources, delegates responsibility, authorizes outside contractors to perform services, and serves as public information officer.	805-927-6223
John Allchin, Wastewater Department Manager	Manages field operations and maintenance activities, develops self- monitoring reports and leads communications with regulatory agencies, prepares and implements contingency plans, leads emergency response, investigates and reports SSOs, and trains field crews.	805-927-6221
Robert Gresens, District Engineer	Prepares wastewater collection system planning documents; manages capital improvement delivery system; documents new and rehabilitated assets; and coordinates development and implementation of SSMP.	805-927-6119
Melissa Bland, Permit Compliance Specialist	Supports CCSD staff in meeting regulatory and permitting requirements. Assists with updating the SSMP and tracking updating and its biennial audit. Coordinates with regulatory agency staff on key submittals and deadlines.	805-927-6116

CAMBRIA COMMUNITY SERVICES DISTRICT  
SEWER SYSTEM MANAGEMENT PLAN

**2.2 LINES OF AUTHORITY**

Receiving a Call:



CAMBRIA COMMUNITY SERVICES DISTRICT  
SEWER SYSTEM MANAGEMENT PLAN

**2.3 KEY SUPPORT NAMES AND TELEPHONE NUMBERS**

Please see Section 6 for the CCSD's emergency overflow response plan and numbers to call in response to specific overflow categories. In addition, the following list includes key contractor and communications contacts for additional reference in completing specific follow up emergency collection system repairs.

CONTACT	TITLE	PHONE NUMBER
<b>CAMBRIA COMMUNITY SERVICES DISTRICT (CCSD)</b>		<b>24/7 EMERGENCY CALLS: 805-927-6223</b>
Jerry Gruber	General Manager	Office: 805-927-6230 Cell: 909-273-3954 Fax: 805-927-5584
John Allchin	Wastewater Department Supervisor/Chief Plant Operator	Office: 805-927-6251 Cell: 805-550-8428 Fax: 805-927-0178
Robert Gresens	District Engineer	Office: 805-927-6119 Cell: 805-909-2210
Toni Artho	WW III Operator	Office: 805-927-6250 Cell: 805-801-3933
Delon Blackburn	WW II Operator	Office: 805-927-6250 Cell: 805-703-3309
Tim O'Marr	WW II Operator	Office: 805-927-6250 Cell: 805-458-1353
Jason Vormbaum	WW OIT	Office: 805-927-6250 Cell: 805-710-6315

CAMBRIA COMMUNITY SERVICES DISTRICT  
SEWER SYSTEM MANAGEMENT PLAN

<b>EMERGENCY CONTRACTORS</b>		
Dechance Construction	Emergency Contractor – sewer and force main repairs	805-489-7310
D-Kal Engineering	Emergency Contractor – sewer and force main repairs	805-543-7758
FRM	Emergency Contractor – Lift Station Repairs, contracted vacuum removal (Vactor) of sewer obstructions	805-441-5318
Alpha Electrical Service: Kevin Piper Jim Rady	Emergency Contractor - power supply and electrical controls	Cell: 805-235-4728 Cell: 805-459-4897
Tough Automation Andy Thompson	Lift Station Controls, SCADA, and programmable logic controller (PLC) updating and troubleshooting	Cell: 805-400-9015
Al's Septic Pumping Service	Emergency Contractor Sewer line pumping/SSO cleanup responses	805-528-0432
North Coast Tree Services	Placement & filling of sandbags, tree & brush removal	805-927-8525
Professional Pipe Services (aka Pro Pipe)	Sewer Cleaning, Trenchless Repair, and CCTV Inspection Contractor	909-598-9743

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<b>TRAFFIC CONTROL</b>		
Associated Traffic Safety	Flagging & signage	805-461-1600
Traffic Management Inc.	Traffic control plans, permitting	805-585-4986
<b>EROSION CONTROL &amp; SITE RESTORATION SUPPLIES</b>		
Pacific Soil Stabilization	Specialty erosion control supplies, including biodegradable swaddles, dechlorination tablets, etc.	(805) 925-7737
S & S Seed	Native grass mixes for hydro-seeding & related restoration applications	(805) 684-0436
Dorman Hydroseeding	hydroseeding	(805) 466-2555
<b>ENVIRONMENTAL MONITORING</b>		
Cindy Cleveland Biological Services	Biological monitoring services	805-234-3759
Kevin Merk Associates	Biological monitoring services	805-748-5837
<b>REGULATORY AGENCIES (Potential impacts on surface water, groundwater, fish or wild animals)</b>		
Cal OES Warning Center	<b>Required of sewage spills of 1,000 gallons or more.</b>  <b>Notification required within 2 hours for any Class I SSO that is uncontained and enters a waterway, storm drain or ocean. (See Section 6 and Appendix VIII further information.)</b>	First Call 9-1-1  Then call Cal OES at 800-852-7550, or 916-845-8911



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Central Coast Regional Water Quality Control Board	Jon Rokke – regulatory representative for compliance and notifications	Office: 805-549-3892 Cell: 805-574-4149
Division of Drinking Water (District 6)	Jeff Densmore	805-566-1326
Monterey Bay National Marine Sanctuary	<b>SSOs that could impact the ocean</b> Scott Kathey	Office: 831-647-4203 Fax: 831-647-4250 Direct: 831-647-4251
California Department of Fish and Wildlife - Central Region (Region 4)	Julie Vance Jim Solis	559-243-4005 831-649-2817
U.S. Fish & Wildlife Service	Denise Steurer	805-644-176
National Marine Fisheries	Anthony Spina	562-980-4045
California Coastal Commission	Steve Monowitz	831-427-4863
California State Parks Hilltop Dispatch	Any Beach affected areas	805-927-2068 805-927-2171 805-927-2069
County Environmental Health  Sheriff's Administration	Spill line  If after hours or on land	805-781-5544 Fax: 805-781-4211  805-781-4550

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<b>NEWS AGENCIES</b>		
Cambrian Newspaper	Kathe Tanner (North Coast Reporter)	805-927-4708
KTEA (Local Cambria Radio Station)	Office	805-924-0103
KSBY (Local SLO County TV Station)	Newsroom	805-597-8400

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SECTION 3. LEGAL AUTHORITY

Cambria CSD has the necessary legal authority within its Municipal Code Chapters 5.04.020 through 5.04.860, as set forth, below to prevent illicit discharges into its sewer system, require proper design and construction of its sewers and sewer connections, ensure access, and limit the discharge of fats, oil and grease.

SEWER DISPOSAL

**3.1 PREVENTION OF ILLICIT DISCHARGES IN SEWERS**

Cambria CSD regulates and limits discharges of certain wastes into the Cambria CSD Sewers through Municipal Code section 5.04.160 entitled, "Types of Wastes Prohibited" specifically, section 5.04.160 states that:

*No person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewers.*

- A. Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive liquid, solid or gas;
- B. Any waters or wastes containing toxic or poisonous solids, liquids, or gases in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any wastewater treatment process, constitute a hazard to humans or animals, create a public nuisance, or create any hazard in the receiving water of the wastewater treatment plant including but not limited to cyanides in excess of two mg/l as CN in the wastes as discharges to the public sewer;
- C. Any waters or wastes having a pH lower than (5.5) or having any other corrosive property capable of causing damage or hazard to structures, equipment, and personnel of the wastewater works;
- D. Solid or viscous substances in quantities of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the wastewater works such as, but not limited to, ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, un-ground garbage, whole blood, paunch manure, hair and flashings, entrails and paper dishes, cups, milk containers, etc. either whole or ground by garbage grinders.

(Ord. S-82 §3-5)

Municipal code 5.04.170 entitled "other wastes prohibited," gives additional authority to the General Manager to prohibit certain discharges if other "such wastes can harm either the sewers wastewater treatment process, or equipment, have an adverse effect on the receiving stream, or can otherwise endanger life, limb, public property or constitute a nuisance." (Ord. S-82 §3-6)

Municipal Code section 5.04.180 further provides the General Manager with the discretion to limit certain discharges into the Cambria CSD's sewer system which are determined to "contain the substances or possess the characteristics...which in the judgment of the manager, may have a deleterious effect upon the wastewater works, processes, equipment, or receiving waters, or which otherwise create a hazard to life or constitute a public nuisance, and/or may cause the Cambria CSD to violate discharge requirements..." (Ord. S-82 § 3-7)

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### 3.2 DESIGN AND CONSTRUCTION OF SEWERS AND CONNECTIONS

Cambria CSD regulates the design and construction of sewers and sewer connections pursuant to Municipal Code Section 5.04.480. Specifically, section 5.04.480 states the minimum standards for design and construction of sewers within the Cambria CSD shall be in accordance with the plans, standards and specifications for Cambria Assessment No.1, except where requirements of the State or County are more restrictive, in which case the State or County requirements shall govern. The administration, inspection, enforcement and acceptance shall be by the Cambria CSD. The Cambria CSD may permit modifications or may require higher standards. Before acceptance of any sewer by the Cambria CSD, the sewer shall have been tested and all work shall have been completed in full compliance with the standards and the satisfaction of the Cambria CSD's Engineer.

(Ord. S-82 §5-9)

### 3.3 ACCESS TO INFRASTRUCTURE

Cambria CSD Municipal Code 5.04.090, "Power and Authorities of Inspectors" requires that:

*"The Manager and any duly authorized employees of the Cambria CSD shall be permitted, upon showing evidence of his or her position, to enter private property for the purpose of inspection, re-inspection, observation, measurement, sampling, testing or otherwise performing such duties as may be necessary in the enforcement of the provisions of the ordinances, rules and regulations of the Cambria CSD."*

(Ord. S-82 §2-9)

### 3.4 LIMITATIONS OF DISCHARGES OF FOG AND OTHER DEBRIS

See Section 3.01 above

## ENFORCEMENT, DAMAGES AND PENALTIES

### 3.5 LIABILITY FOR VIOLATION OF ORDINANCES, RULES AND REGULATIONS.

Cambria CSD Municipal Codes 5.04.700 through 5.04.760 establishes general enforcement and penalty provisions for violation of the Cambria CSD Municipal Codes and gives procedures for stepped enforcement if violations occur.

### 3.6 DISCONNECTION FOR ILLEGAL USE.

Municipal code 5.04.720 states that the General Manager has authority to disconnect the user or subdivision sewer system from the sewer mains of the Cambria CSD and the water service where the violation is occurring.

(Ord. S-82 §7-3)

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Municipal code 5.04.730 further states that during a period of disconnection habitation of such premises by human beings shall constitute a public nuisance;

*“Whereupon the Cambria CSD shall cause proceedings to be brought for the abatement of the occupancy of the premises by human beings during the period of such disconnection”.*

(Ord. S-82 §7-4)

### **3.7 VIOLATION AND FINES**

Municipal code 5.04.750, “Violation of ordinances, rules and regulations is a misdemeanor”,

*“Pursuant to Section 6523 of the Health and Safety Code of the State of California, the violation of any of the provisions of an ordinance, rule or regulation of the Cambria CSD by any person shall be punishable by a fine not to exceed one thousand dollars (\$1,000.00), imprisonment not to exceed one month or both. Each and every connection or occupancy in violation of any ordinance, rule and regulation of the Cambria CSD shall be deemed a separate violation and each and every day or part of a day a violation of the ordinance, rule or regulation continues shall be deemed a separate offense hereunder and shall be punishable as such”.*

(Ord. S-82 §7-6)

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SECTION 4. OPERATIONS AND MAINTENANCE PROGRAM

**4.1 COLLECTION SYSTEM MAPS**

It is the responsibility of all those involved in the planning, engineering, construction, maintenance, and operation of the Cambria CSD to keep mapping records current and as accurate as possible. All responsible office and field personnel should work from the same current map version to avoid inaccurate information and confusion. To ensure quick emergency response and to avoid serious damage and possible injury, a system has been developed that tracks mapping updates and changes. Electronic forms are utilized whenever possible; however, paper forms are always available when technology is unavailable. An example of the form used to report changes can be found in Appendix IV. Training of personnel on how to complete the appropriate forms, verify and make the mapping changes, and inform the rest of staff of the changes will be enacted upon adoption of this Program. To further augment and facilitate map updating, the Cambria CSD commissioned the completion of a GIS viewer and acquired a more accurate hand-held GPS locator. This allows operating staff to provide field coordinates on keep facilities needing mapping or mapping updates.

**4.2 OPERATIONS AND MAINTENANCE ACTIVITIES**

Cambria CSD has a preventative maintenance program which tracks all operations and maintenance activities of the Cambria CSD's Collection System. The Operator has developed a program to plan and track maintenance using a computerized maintenance program and reporting database "KeepTrak".

**4.2.1 Enhanced Maintenance Areas**

The areas of the Collection system can be identified as "Enhanced Maintenance Areas" due to high solids loading, heavy root growth, or irregularities in the system are tracked using a computerized maintenance program. "Enhanced Maintenance Areas" are categorized based on need into Monthly, Quarterly, Semi-Annual, and Annual work orders that are printed out monthly. Reports can be generated from the computer system to reflect what areas have been cleaned and what areas are due for cleaning. As each "Enhanced Maintenance Area" work order is completed, it is entered into the computer system and the time is reset automatically to the appropriate number of days when it will be due for maintenance again, ranging from 30 to 365 days. There are currently seven (7) listed "Enhanced Maintenance Areas" that have been identified in the Cambria CSD's Collection System (Appendix V). These areas are cleaned and maintained on a regular basis.

**4.2.2 Routine Sewer Cleaning**

The Cambria CSD completed inspection and cleaning of twenty percent (20%) or approximately 62,304 feet, of its collection system during 2013. This initial cleaning effort focused on the lower, larger-diameter trunk sewers, which tend to be less steep and therefore have slower velocities. Following this initial cleaning and CCTV success, CCSD resources were subsequently devoted to responding to an emergency water shortage brought on by an extreme drought. The Cambria CSD has subsequently updated its goal and is committed to completing ten percent of the collection system cleaning and inspection each year. The available equipment and associated

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procedures for sewer cleaning and inspection can be found in section 4.05, Equipment and Replacement parts.

### **4.2.3 Collection System Inspection**

Cambria CSD will contract a Closed-Circuit Television (CCTV) Contractor and annually video tape ten percent (10%) or approximately 31,000 feet of the collection system, as it is being cleaned. At this rate the Cambria CSD's Sewer Collection System shall be 100% video-taped in eight (8) more years and will be re-inspected every ten (10) years thereafter.

### **4.2.4 Manhole Inspections**

The Cambria CSD GIS consultant has completed mapping 100% of its manholes. The Cambria CSD plans to maintain an annual inspection of manholes during annual Collection System Cleaning. The visual inspection will be performed from the street level. A form is filled out by the inspector and entered into the Cambria CSD preventative maintenance program, "KeepTraK". That form documents the conditions in the sewer system such as solids accumulation, infiltration evidence, failed or compromise structural sections of the maintenance hole, etc. These inspections include documentation that is entered into "KeepTraK" and include a color photo of each manhole. A sample hardcopy form can be found in Appendix VI. The current emphasis of this work is focused on areas with high groundwater tables or may have a history of storm drainage flooding.

### **4.2.5 Lift Station and Wet Wells Inspection and Maintenance**

Cambria CSD has ten (10) Lift Stations that are inspected weekly and pump run times are recorded. Currently, the Cambria CSD cleans the Lift Stations and Wet Wells bi-annually via Hydrovac. The alarm system is tested quarterly. These inspections include documentation that is entered into "KeepTraK".

### **4.2.6 Odor Complaint Response and Investigation**

If an odor complaint is received by any Cambria CSD Staff, the lines of authority instruct that the operator on staff shall respond. A Standard Operating Procedure (SOP) is followed and an "Incident Report Form" is filled out in the Cambria CSD's "KeepTraK" data base.

### **4.2.7 Service Connection Response**

Cambria CSD Municipal Code 5.04.040, "Violation Unlawful" states that:

*"Following the effective date of the Ordinance codified in this chapter it shall be unlawful for any person to connect to, construct, install or provide, maintain and/or use any other means of wastewater disposal from any building in the Cambria CSD except by connection to a public sewer in the manner as in this chapter provided, when such public sewer has been constructed and accepted for use and is within two hundred (200) feet of the property containing the building."*

(Ord. S-82 §2-4)

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### **4.3 REHABILITATION AND REPLACEMENT PLAN**

Cambria CSD is planning for a Wastewater Collection System Evaluation, which will include smoke testing of the collection system to locate direct sources of inflow. This work, in addition to annual collection system cleaning and TV inspection, will identify needed repairs and replacements each year. The repairs will then be prioritized per an annual budgeting process. Completion of system-wide smoke testing has a completion goal of 2020.

### **4.4 TRAINING PROGRAM**

Those individuals who are involved in the planning, engineering, construction, maintenance, and operation of the Cambria CSD Collection System are encouraged to communicate openly and frequently with each other to maintain adequate performance. Although currently not required, membership and certification in the operations and maintenance of collection systems provided by the California Water Environment Association is available. Membership into such programs allows access to information regarding regulations, training, and safety.

Updates to procedures or regulations will be conveyed to staff using tailgate training sessions and formal reviews of updated material.

### **4.5 EQUIPMENT AND REPLACEMENT PARTS**

Maintenance equipment for cleaning and inspection of the Cambria CSD Collection System is owned and maintained by the Cambria CSD. It is also the responsibility of Cambria CSD to ensure containment equipment is available. In the event of an emergency and none of the equipment listed below can be utilized, there are several sub-contract agencies that can be contacted to respond. These agencies are listed in Section 2.03 Names and Telephone Numbers under "Emergency Contractor".

Critical replacement parts are ordered and kept on hand by the departments in which the equipment is housed. It is the responsibility of the departments to maintain the equipment so that it is kept in good working condition, including California Department of Transportation inspections of vehicles and power testing.

#### **4.5.1 Cleaning Equipment**

High Pressure Water Spray  
Vactor Truck 2105

#### **4.5.2 Inspection Equipment**

The Cambria CSD will contract a CCTV inspection company to video tape the Cambria CSD Sewer Collection System.



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**4.5.3 Containment Equipment**

Various picks and shovels	2" trash pumps	Absorbent Material
Sand Bags	John Deer Tractor	Signs and cones
Spill Response Kit		

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SECTION 5. DESIGN AND PERFORMANCE PROVISIONS

San Luis Obispo County's 2014 Public Improvement Standards is used by the Cambria CSD for their "Design and Construction Standards." This document establishes requirements, conditions and regulations for construction of the Cambria CSD's sewer based upon approval of construction of sewer plans by the Cambria CSD Engineer, industry acceptable practice, and upon the standards set forth therein.

It is in this policy that procedures for inspection and testing installation and repairs of sanitary sewer system structures are also included. Public Improvement Standards, section 7.2.4 "Testing", states that:

*"Prior to final approval, all sewer lines shall be cleaned and tested for leakage by standard hydrostatic or low-pressure air test, for deflection by mandrel test, and for standing water/other debris by TV inspection. All cleaning and testing shall take place after all utilities are installed, and up to, but not including the final paving is completed."*

The referenced Cambria CSD Standards can be found at the following link:

[San Luis Obispo County 2014 Public Improvement Standards](#)

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SECTION 6. OVERFLOW EMERGENCY RESPONSE PLAN

To minimize the potential for health and environmental impacts, the CCSD has developed an overflow emergency response plan (OERP), which includes a standard operating procedure packet for ensuring timely, organized, and thorough responses to sanitary sewer overflow (SSO) events. The OERP packet materials can be found in Appendix VIII and include: a checklist and contact table; an event callout data sheet; spill category definitions guide; notification, reporting, monitoring & record keeping requirements; a flow estimation guide; the SSO SOP; facts and guidelines; and a California Proposition 65 form. Personnel are to complete a packet for each sanitary sewer overflow event. The completed packet will assist management in reporting to regulatory agencies, including the on-line based California Integrated Water Quality System (CIWQS).

**6.1 OVERFLOW EMERGENCY RESPONSE PLAN SUMMARY**

The following provides a summary of the CCSD's OERP. All operating and dispatch staff are to be trained and kept current on the OERP and any subsequent updates. Because time is of the essence in minimizing the potential impacts from an SSO, adequate staff training is essential towards executing safe, efficient, and effective SSO responses. An SSO can originate from residences, businesses, and CCSD facilities (E.g., broken or clogged sewer mains, force mains, syphons, manhole covers, and lift station wet wells). An effective SSO response will also include adequate documentation to perform mandatory reporting as well as reviewing means to address any identified deficiencies and any needed follow up improvements.

The following describes the CCSD OERP reporting requirements, responses to SSOs caused by CCSD-owned facilities, and responses to SSOs from privately owned sewer laterals. The responses and steps involved are also described in more detail within the OERP packet materials at the end of this section. In addition, the emergency contract list contained in Section 2 should also be referenced when developing a specific repair to remedy an SSO.

**6.2 OERP REPORTING REQUIREMENTS**

SSO notification procedures vary based on whether the SSO is classified as a Category 1, Category 2, Category 3, or private lateral sewage discharge (PLSD). After notifying the RWQCB of any SSO, the Chief Plant Operator or their designated representative should also email RWQCB Staff, Jon Rokke: jrokke@waterboards.ca.gov to confirm that the submitted report was received.

**Category 1 SSOs** - For any SSO discharge that result in a discharge to a drainage channel or a surface water (including the ocean), or to the County storm drain system and is not fully captured and returned to the sewer system or disposed of properly, the CCSD shall, as soon as possible, but no later than two (2) hours after becoming aware of the discharge, notify the California Governor's Office of Emergency Services (Cal OES) at 1-800-852-7550.

**Category 2 SSOs** - For any SSO that is 1,000 gallons or greater in volume, which does not discharge to a drainage channel or surface water, the Chief Plant Operator or their designated representative may email RWQCB Staff, Jon Rokke, at jrokke@waterboards.ca.gov to notify him of the SSO within 3 business days after becoming aware of the SSO.

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**Category 3 SSOs** - If a SSO occurs due to a problem in the District's sanitary sewer collection system and does not reach a drainage channel, surface water, the County storm drain system, or is fully captured from the County storm drain system and returned to the sewer system or disposed of properly and is less than 1000 gallons in volume, the Chief Plant Operator or their designee may email RWQCB Staff, Jon Rokke, at [jrokke@waterboards.ca.gov](mailto:jrokke@waterboards.ca.gov) to notify him of the SSO within 30 calendar days after the end of the calendar month in which the SSO occurred.

Once the SSO response incident is concluded, Wastewater Department Staff forward the required data to the **California Integrated Water Quality System (CIWQS)** by visiting the SWRCB database at: <http://ciwqs.waterboards.ca.gov> and entering on-line the requested information about the SSO. Department staff will also retain a copy of all completed reports about an SSO incident in a folder designated for SSO records.

**Private Lateral Sewage Discharges (PLSDs)** - The CCSD may voluntarily notify regulatory agencies, such as the RWQCB, of a private lateral sewage discharge (PLSD). SWRCB encourages notifying Cal OES of a PLSD if the PLSD is greater than or equal to 1,000 gallons with the potential to reach surface water. The SWRCB also encourages notifying the appropriate regulatory agencies (see list of potential agencies in Section 2: Organization) or notifying the responsible party that notification and reporting should be completed as required by Health and Safety Code Section 5410 et. seq. and Water Code Section 13271 if the PLSD is greater than or equal to 1,000 gallons regardless of the SSO destination.

### 6.3 SSO'S CAUSED BY CCSD-OWNED FACILITIES

Upon notification, Wastewater Department staff respond and identify the location of the overflow and its characteristics (i.e. apparent source, volume released, extent, and whether it is on private property etc.). They also determine the potential cause of the SSO and the responsible party. This information is recorded on the SSO Response Form. The most senior wastewater staff member present will assume the duties of onsite incident manager until relieved by the chief plant operator, department supervisor, or their assigned representative.

To ensure containment, wastewater department staff will locate the nearest down gradient (down slope) storm drain and determine if the release has, or will, reach this drain. Based on site conditions, the onsite incident manager decides if immediate action or additional staff or equipment is needed to prevent the release from reaching this drain. If the SSO occurred because of a blockage at a main CCSD sewer line, the onsite incident manager will direct wastewater department staff to immediately contain the discharge by completely berming (including sandbagging closed) the storm drain inlet and to clear the blockage. Once the nature and extent of the discharge are known, staff will begin immediate cleanup of discharges caused by a CCSD-owned pipeline; typically, by vacuuming the discharge with the CCSD's Vactor truck for proper disposal.

The information collected on the SSO response form, along with any other relevant information is reported by Wastewater Staff to all required outside agencies such as the California Office of Emergency Services, the Central Coast Regional Water Quality Control Board, the San Luis Obispo

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County Department of Health Services, and if applicable, the San Luis Obispo Flood Control and Water Conservation District. (see the emergency response contacts table in section 2 for more detail). Staff also ensures the release area (all public areas) are cleaned and disinfected after the normal sewer flow is restored and the blockage relieved. If the release has reached the storm drain system, staff will routinely check a couple of storm drain catch basins downstream from the contaminated catch basin to verify how far the release has traveled down the storm drain line. Depending on the severity of the release, samples may be required to be taken from those catch basins and analyzed for pathogenic organisms. Sampling, if any, is implemented at the discretion of the onsite incident manager and is based on site specific observations. If there is a question about the necessity for sampling, onsite staff are to contact the Central Coast Water Board.

If a release from a District-owned main has visibly impacted private property, the onsite staff will photo document all such impacts identified at the time of the release response. Staff also documents the contact information of the property owner and any notes regarding the potential impact in their field notebook. Questions regarding repair costs are directed to the CCSD's risk management officer.

### **6.4 SSO'S CAUSED BY PRIVATELY-OWNED FACILITIES**

If the SSO occurred because of a blockage or other problems within a privately owned lateral line resulting in a discharge to the ground surface and /or into the public right-of-way such as County streets, alleys or side-walks, wastewater department staff will contain and prevent further discharges into the Public Right- of- Way as described in the preceding CCSD-owned facilities SSO response description. This is typically done by using the department's Vactor truck. CSD staff will also contact the subject property owner/manager and direct them to immediately contact a private plumber to relieve the sewer blockage.

Should there be no effective response from the property owner or property manager to abate the SSO within a reasonable time frame (less than an hour), or at the discretion of the onsite incident manager, the water service may be temporarily turned off at the subject property after proper notifications are made by calling CCSD Water Department staff and requesting a temporary water service disruption.

Before attempting to turn off the water service, Water Department and Water Utility Billing staff will try to contact the property owner or property manager. Notification is made verbally and by posting a large placard in a common area and a door hanger on each unit or residence/business. Each placard and door hanger will have contact information for the Chief Plant Operator, Utility Billing, and the San Luis Obispo County Department of Public Health. If possible, door hanger notifications will be placed on each tenant's door depending on access.

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SECTION 7. FATS, OILS AND GREASE (FOG) CONTROL PROGRAM

**7.1 PUBLIC EDUCATION OUTREACH PROGRAM**

Cambria CSD introduced a FOG program to the business community during the summer of 2012. Currently, public outreach is achieved to the residential community via educational material included in the bi-monthly billing for sewer fees.

**7.2 DISPOSAL OF FOG**

It is the responsibility of each sewer user to take precautions in preventing the disposal of FOG into the sanitary sewer. It is recommended that all used cooking oil and grease be disposed in a proper container, such as a rendering barrel in a restaurant. In a residence, oil can be collected in a small container carefully sealed and disposed of in the garbage. Prior to washing cookware that has a greasy residue; the item should be wiped out with a disposable wipe or cloth and disposed of in the garbage.

**7.3 LEGAL AUTHORITY TO PROHIBIT DISCHARGE OF ILLICIT FOG**

Cambria CSD Wastewater Ordinance S-82, Articles 1 through 9, provides guidance and requirements for FOG discharge in the Cambria CSD's sanitary sewer system. This Ordinance states that in pertinent part:

*"No person shall discharge or cause to be discharge the following described substances, material...or any water or waste containing fats, wax grease, or oils, whether emulsified or not, in excess of one hundred (100) mg/l or containing substances which may solidify or become viscous at temperatures between thirty-two (32) degrees Fahrenheit and one hundred fifty (150) degrees Fahrenheit".*

**7.4 INTERCEPTORS REQUIRED**

Section 3.8 of Ordinance S-82, states that;

*"Grease, oil, and sand interceptors shall be provided when, in the opinion of the Manager, they are necessary for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand, or other harmful ingredients; except that such interceptors shall be of a type and capacity approved by the Manager, and shall be located as to be readily and easily accessible for cleaning and inspection".*

**7.5 MAINTENANCE OF TRAPS**

Per Section 3.9 of Ordinance S-82, interceptors "shall be maintained continuously in satisfactory and effective operation by the owner at his expense."

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### 7.6 BEST MANAGEMENT PRACTICES (BMP) REQUIREMENTS

Cambria CSD requires that any grease removal device must:

- Readily accessible for cleaning and inspection.
- Operated and maintained by the owner at owner expense.
- Ensure contents of material do not exceed twenty-five (25) percent of the grease trap or interceptor capacity.
- Documents of grease trap and/or interceptor activity must be maintained by the owner or their representative and made available to Cambria CSD representatives upon request, at the owner's own expense.

### 7.7 IDENTIFICATION OF SEWER SECTIONS SUBJECT TO FOG BLOCKAGES

During routine annual line cleaning and regular enhanced maintenance areas, sewer line cleaning staff will document in the Cambria CSD's preventative maintenance program, "KeepTraK", where the areas of heavy grease are located. The frequency of cleaning is evaluated at the time of cleaning as to whether it is effective in preventing a sewer overflow.

### 7.8 AUTHORITY OF IMPLEMENTATION AND INSPECTION

Ordinance S-82, section 2-9, establishes requirements for implementation of "Source Control Measures" and gives authority to any Cambria CSD's Representatives to inspect and disconnect

*"The Manager and any duly authorized employees of the Cambria CSD shall be permitted, upon showing evidence of his or her position, to enter private property for the purpose of inspection, re-inspection, observation, measurement, sampling, testing or otherwise performing such duties as may be necessary in the enforcement of the provisions of the ordinances, rules and regulations of the Cambria CSD."*

### 7.9 DEVELOPMENT OF SOURCE CONTROL MEASURES

The Cambria CSD has determined that there is a need for a FOG Source Control Program. Inspections are performed at minimum on an annual basis which will include the following implementation:

- Verify that an approved FOG device is present at the facility in accordance with the Municipal Code.
- Verify that device is adequately sized for application.
- Evaluate the condition of the grease trap.
- Determine that the pumping frequency is sufficient.
- Review waste grease disposal practices with each user.
- Enforce non-complying users.

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SECTION 8. SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN

**8.1 INTRODUCTION**

This section describes the Cambria CSD programs that have been completed, are being performed and are scheduled to be performed as part of the ongoing evaluation to provide adequate hydraulic capacity in the wastewater collection system.

**8.2 REGULATORY REQUIREMENTS FOR THE SYSTEM EVALUATION AND CAPACITY ASSURANCE PLAN**

The General Waste Discharge Requirements detail the guidelines necessary to document the existing collection system evaluation to ensure that sufficient hydraulic capacity exists in the system for dry and wet weather flows to prevent a sanitary sewer overflow (SSO). A summary of the minimum requirements that must be addressed in this section according to the General Waste Discharge Requirements (GWDR) guidelines are listed here for reference.

General Waste Discharge Requirements (GWDR) Element 8 – System Evaluation and Capacity Assurance Plan:

The GWDR requirements for the System Evaluation and Capacity Assurance Plan are: The collection system agency shall prepare and implement a capital improvement plan that will provide hydraulic capacity of key sanitary sewer system elements for dry weather peak flow conditions, as well as the appropriate design storm or wet weather event. At a minimum, the plan must include:

**Evaluation:** Actions needed to evaluate those portions of the sanitary sewer system that are experiencing or contributing to a sanitary sewer overflow (SSO) discharge caused by hydraulic deficiency. The evaluation must provide estimates of peak flows (including flows from SSOs that escape the system) associated with conditions similar to those causing overflow events, estimates of the capacity of key system components, hydraulic deficiencies (including components of the system with limiting capacity) and the major sources that contribute to the peak flows associated with overflow events.

**Design Criteria:** Where design criteria do not exist or are deficient, undertake the evaluation identified in the Evaluation requirement above to establish appropriate design criteria.

**Capacity Enhancement Measures:** The steps needed to establish a short- and long-term Capital Improvement Plan (CIP) to address identified hydraulic deficiencies, including prioritization, alternatives analysis, and schedules. The CIP may include increases in pipe size, I/I reduction, increases and redundancy in pumping capacity, and storage facilities. The CIP shall include an implementation schedule and shall identify sources of funding.

**Schedule:** The Agency shall develop a schedule of completion dates for all portions of the capital improvement program developed above in Evaluation, Design Criteria, and Capacity Enhancement Measures requirements. This schedule shall be reviewed and updated consistent with the SSMP review and update requirements as described in Section D.14 (of the GWDR). The criteria outlined are discussed in greater detail in the following sections.



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### 8.2.1 System Evaluation

Actions needed to evaluate those portions of the sanitary sewer system that are experiencing or contributing to a sanitary sewer overflow (SSO) discharge caused by hydraulic deficiency. The evaluation must provide estimates of peak flows (including flows from SSOs that escape the system) associated with conditions similar to those causing overflow events, estimates of the capacity of key system components, hydraulic deficiencies (including components of the system with limiting capacity) and the major sources that contribute to the peak flows associated with overflow events.

Planning for the Cambria CSD collection system was commissioned by County Public Works prior to the formation of the Cambria CSD. This led to the completion of the two primary sewer system assessment districts (AD-1 and AD-2) composing about 80 percent of the current system. Since that original planning effort, the Cambria CSD has strongly encouraged water conservation, which has substantially lowered the amount of baseline dry weather flow into the collection system. The Cambria CSD has also been in a development moratorium for the past 18 years. Therefore, very little development has been occurring and the collection system has not been significantly expanded<sup>2</sup>.

Cambria CSD retained an engineering firm in 1992 to evaluate the collection system, which was driven by concerns over too little flow being introduced into the system. The 1992 study identified the following recommendations as an initial capital improvement program:

- Identify existing manhole covers that have been paved over and bring them to grade.
- Re-establish access to manhole structures that are within easements and expand existing easements for accessibility. Perform an analysis of the manholes to ensure their structural condition.
- Establish a budgeted, scheduled system cleaning program to address root intrusion and other potential maintenance issues.
- Perform grease trap inspections as part of a system wide fats, oils and grease program.
- Perform a system wide CCTV inspection.
- Adopt collection system design and inspection standards.
- Perform an annual hydro-cleaning of the collection system trunk lines.
- Protect identified trunk lines from inflow that are adjacent to a creek through manhole lid liners or raising the manhole cone.
- Decrease pump cycling at specific lift stations by adjusting the level switches.
- Clean identified lift stations and force mains on a regular basis to reduce odor complaints in the collection system.
- Correct inaccessible emergency generator power inlet at Lift Station B-1.

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<sup>2</sup> Much of the work in Cambria is infill and does not require extending the sewer system. Exceptions have included sewer service to Leffingwell Continuing Education High School as well as the Cambria Union Grammar School.

CAMBRIA COMMUNITY SERVICES DISTRICT  
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- Establish communication link to Pump Station 8.
- Inspect identified pipelines for misaligned joints in Gleason area.
- Repair/replace existing air release valves.
- Install wet well coating system on identified lift stations.
- Correct misaligned joints and gaps in collection system pipelines.
- Correct damaged/broken pipe joints that are experiencing infiltration.
- Repair misaligned/broken manhole rings.
- Purchase numerous equipment items for the proper maintenance of the collection system.

Most of the repair recommendations above have since been completed, or else migrated into a recommended annual budgeting process for completion based on available funding resources. Most of the Cambria CSD collection system needs involve replacing and updating very old lift stations. The majority of the stations were constructed with separate dry wells and wet wells, which require confined space entry for close-up inspection of pumps. Long-term, the Cambria CSD would eventually like to replace the older stations with new stations using submersible pumps to avoid, or otherwise minimize confined space entry requirements. In more recent times, a 2013 report by Phoenix Engineering assessed the condition of the remote lift stations.

The Cambria CSD has a standing Infrastructure Committee and Finance Committee tasked with oversight of the capital improvement program, including collection system needs, as well as determining how to finance such project needs. This is an ongoing process, which involves Board members as well as local citizen participation.

The following improvements have been made to the wastewater collection system since the last 2012 SSMP was adopted:

- The pumps in Lift Station B were replaced with smaller, more energy efficient pumps. A new Opto 22 PLC-based controller with SCADA interface capabilities was installed in the adjacent, above-grade generator building.
- Replaced Lift Station 9 pumps, controller and generator.
- Replaced pump controller and installed new cellular, phone-based alarm system at lift station B-4.
- Replaced Lift Station #8 pump controller, check valves, plug valves, pump motors and valve vault cover. Installed new variable frequency drives for each of the two pumps.
- Installed new 40KW Kohler emergency generator at lift station A1.
- Installed the new pump control panel at lift station B4.
- Staff installed a new auto dialer alarm system at Lift Station A1.
- Cleared Lift Station A-1 force main.
- Installed a new Sensaphone auto dialer at lift station B1.
- Installed new phone auto dialers at all lift stations.
- Staff worked with AT&T to install phone lines at lift stations #9, B, B2, B3, & A.

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- Pro Pipe completed cleaning and inspection of 20% of the collection system focusing on the trunk lines and commercial areas (approx. 12 miles of pipeline).
- Completed repairs to Orlando Street sewer laterals, which are located below a seasonal drainage channel, and were found to be severed near the lateral connection at the main sewer.
- Located and repaired and/or raised approximately twenty-five manholes that were within, or in very close proximity to, areas subject to surface storm-water drainage flooding. These were considered high priority repairs due to their being attributed to inflow and infiltration during the rainy season.
- Influent pump 3 was replaced at the Wastewater Treatment Plant (WWTP).
- A new portable 6-inch pump was obtained for use in the collection system as well as the as quick means to back up lift stations.
- Replaced stuck emergency bypass valves at lift stations to facilitate connection of a portable pump during station failures or maintenance.
- Papros Inc. completed a comprehensive odor management plan.
- Staff facilitated completion of an energy audit sponsored by SLO County, which included analyzing the remote lift stations.
- The Cambria CSD commissioned completion of wastewater collection system audit, which primarily focused on identifying remote lift station needs.

To continue to confirm that there are no capacity-related issues or to correct any existing restrictions in the existing collection system, the Cambria CSD shall develop funding to allow completion of the following:

- Complete collection system cleaning and closed-circuit television (CCTV) inspection on the remaining 80-percent of collection system over an 8-year period (10 percent per year). Each year, identify and update any pipeline capacity issues and/or areas needing repair. This includes all known enhanced maintenance areas in the collection system or areas where previous SSOs have occurred.
- Continue to implement the existing Cambria CSD adopted fats, oils and grease (FOG) ordinance and develop/execute the annual inspection program.
- Prepare a wastewater collection system assessment plan that identifies and prioritizes collection system areas where infiltration and inflow can be further reduced.
- Compile and review pertinent flow data at the Cambria CSD lift stations to determine the following flow parameters: average dry weather flow (ADWF), peak dry weather flow (PDWF) and peak wet weather flow (PWVF). Compare to earlier planning studies to assess whether maximum wet weather flow is within the capacity of the existing system. Should projected flows be more than planned and designed capacity, proceed to the next step below.
- To assess the potential impacts from future undeveloped tracts or annexations being considered for sewer service, develop a hydraulic model of the Cambria CSD's collection system to compute flows at susceptible (hot spots) and representative locations (critical collection system basin outlets, intermediate lift stations, and major trunk lines) based on area and land use type.

## CAMBRIA COMMUNITY SERVICES DISTRICT SEWER SYSTEM MANAGEMENT PLAN

- Conduct dry weather and wet weather flow monitoring at these same susceptible or representative locations within the system to document d/D measurements (flow depth/pipe diameter) during dry or wet weather conditions.
- Calibrate the model using the data collected in steps 3 and 4 above.
- Identify and confirm hydraulic deficiencies within the system.

### 8.2.2 Design Criteria

See Section 5, "Design and Construction".

### 8.2.3 Capacity Enhancement Measures

Recognizing that the Cambria CSD collection system dates to the 1970s, it may be difficult to assess the hydraulic/structural deficiencies that currently exist in the network. Therefore, annual cleaning and associated CCTV inspections will be used to update and augment where future improvements and replacements may be needed. Because of the level of conservation occurring, the consequent lack of flow entering the collection system during dry weather, and lack of any appreciable growth, the CCSD should focus on removing wet weather infiltration and inflow sources as well as updating and/or replacing existing facilities. After the system-wide smoke testing is completed, in parallel with CCTV inspections and operator knowledge and inspections, the Cambria CSD will perform the following tasks:

- Review previous CCTV tapes, reports, studies, and physical properties of the existing collection system, such as pipe size, pipe slope, and collection area and determine areas most susceptible to hydraulic deficiencies and/or sources of infiltration and inflow.
- Annually prepare and update a prioritized short-term capital improvement program based on the CCTV inspections, manhole inspections, and historical recommendations. This list as well as its funding needs will be reviewed each year with the Cambria CSD's standing Infrastructure and Financing Committees as part of the annual budgeting process.
- Develop improvement projects and commence implementing the short-term CIP projects.
- Review the information collected in the 2013 lift stations assessment study, as well as annual CCTV work performed, and any post 2013 study replacements and improvements.
- Develop and update a prioritized listing of collection and lift station projects with budgetary estimates for short-term and long-term CIP projects.
- Should future development be proposed, such as allowing demands beyond existing infill or service boundaries, or significant changes in use that may increase system demand, the Cambria CSD will adopt a policy and/or project approval conditions requiring that development and redevelopment project proponents evaluate the offsite capacity impacts of their project through an engineering study and commit to providing any necessary off-site improvements as part of the project approval process to accommodate the potential flow increase and avoid hydraulic capacity issues.

The Cambria CSD is in the process of adjusting its rates to adequately fund its sewer maintenance program. Capital improvement project design can be started following a Proposition 218

## CAMBRIA COMMUNITY SERVICES DISTRICT SEWER SYSTEM MANAGEMENT PLAN

approval process. Because of the lack of CCTV information beyond the 2013 completed CCTV and cleaning, 10% of the collection system will be cleaned and internally video inspected annually to identify future needs. In addition, high priority areas, such as areas with high groundwater tables or in proximity of drainage swales and creeks, will be given a higher priority for inspection and cleaning to facilitate the reduction in infiltration and inflow. Repair, replacement, and projects to reduce infiltration and inflow will be funded through wastewater customer rates. Any future projects to increase capacity will be funded from future impact fees paid by development. Any future customer rate increases to fund projects will be subject to the successful completion of a Prop 218 process.

### **8.2.4 Schedule**

Appendix VII contains the current listing of the Cambria CSD's proposed Capital Improvement Plan (CIP) projects by year. The CIP program is periodically reviewed by the Cambria CSD's standing Infrastructure and Finance Committees as part of the Cambria CSD's annual budgeting process. When the need for a rate increase is identified, the Cambria CSD typically forms a rate ad-hoc committee and commissions a rate consultant to help navigate and facilitate the Prop 218 process.

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SECTION 9. MONITORING, MEASUREMENT, AND PLAN MODIFICATIONS

**9.1 MAINTAINING RELEVANT INFORMATION**

**9.1.1 Annual Sewer Line Cleaning and Closed-Circuit Television Inspection**

It is the responsibility of the Cambria CSD to clean and video ten percent (10%) of approximately fifty-nine (59) miles (62,304 feet) of the entire gravity system once every year. All findings will be reported to the Cambria CSD General Manager. Cleaning is tracked using a preventive maintenance program, "KeepTrak". Notes and observations from each section are evaluated with Cambria CSD staff to determine areas that need to be addressed and prioritize for maintenance or repair.

**9.1.2 Annual, Semi-Annual, Quarterly, and Monthly Hot Spot Cleaning**

There are currently seven (7) "Enhanced Maintenance Areas" in the Cambria CSD's Collection System that have been identified (See Appendix V). Upon determination of such areas, they will be tracked using the computer-based maintenance program, "KeepTrak". This system will be maintained by the Cambria CSD staff. "Enhanced Maintenance Areas" will be categorized based on need into Monthly, Quarterly, Semi-Annual, and Annual work orders that are printed out monthly. Reports can be generated from "KeepTrak" to reflect what areas have been cleaned and what areas are due for cleaning. As each "Enhanced Maintenance Areas" work order is completed, it is entered into the computer system and the time is reset automatically to the appropriate number of days when it will be due for maintenance again, ranging from 30 to 365 days. This frequency can be adjusted based on operator observations, staff evaluation and from information gathered after CCTV inspections.

**9.1.3 Manhole Inspections**

The Cambria CSD will perform manhole inspections during the annual Collection System cleaning. Using the form in Appendix VI inspectors can rate the condition and inform the Cambria CSD of repair priority in a quarterly report. Manhole inspections include documentation that is entered into the Cambria CSD preventative maintenance program and will include a color photo of each manhole.

**9.1.4 Sanitary Sewer Overflows**

Sanitary Sewer Overflow events are reported to the California Integrated Water Quality System (CIWQS) and tracked using the website. The Wastewater Chief Plant Operator reports to the General Manager on a monthly and quarterly basis the amount of overflow events along with the cause of each event. This information is used to determine the need and priority of repair and maintenance.

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### **9.1.5 Odor Response**

Cambria CSD Staff tracks odor complaints for the Cambria CSD and reports any findings on a monthly and quarterly basis. A Standard Operating Procedure for responding to an odor complaint is followed and complaints documented in “KeepTrak”.

### **9.2 MONITORING AND MEASURING THE EFFECTIVENESS OF EACH ELEMENT**

It is the responsibility of the Cambria CSD to evaluate the information provided by each of the elements listed above and develop a system to measure the effectiveness of their procedures. Data shall be configured into spreadsheets and charts to graphically map trends and alert staff to deficiencies in the program. Trends should indicate areas that need improvement as well as show progress in the areas of the program that have been most effective.

### **9.3 ACCESSING THE PREVENTATIVE MAINTENANCE PROGRAM**

The preventative maintenance program “KeepTrak” developed by the Cambria CSD demonstrates a trend in reduced service callouts due to blockages and structural failures over a specific period. Upon complete implementation of the preventative maintenance program comparisons should be made on a month to month basis with a quarterly and annual trend to indicate effectiveness.

### **9.4 UPDATING PROGRAM ELEMENTS**

During the monitoring and assessment of the Cambria CSD’s Sanitary Sewer Management Program, it may be determined that certain elements are not effective. If preventative maintenance such as sewer line cleaning or “Enhanced Maintenance Areas” cleaning does not result in a reduction in service callouts, the frequency of such cleaning may be increased. If an increase in cleaning frequency does not decrease the amount of service callouts then an implementation of an alternate program element shall be enacted, such as a spot repair or depending on severity, complete sewer replacement.

It may also be determined that certain program elements are not monitoring the appropriate data needed. Specifics in inspections may indicate that additional data should be tracked. Trending may indicate other factors contributing to problems in the sewer system that have not historically been tracked, causing modifications to the program. These modifications or updates should be added to the program in an organized manner and documented within the Sanitary Sewer Management Program.

### **9.5 IDENTIFYING AND ILLUSTRATING SSO TRENDS**

Sanitary Sewer Overflows (SSO) shall be tracked as frequently as monthly to collect and compare data. By tracking location of overflows, the frequency in which they occur, and the magnitude of each, staff should be able to identify what areas are at most risk and plan for advanced action such as repair or replacement. There are several causes of sanitary sewer overflows that are tracked within the CWIQS system including grease, roots, sags, or line breaks. Each cause requires a specific corrective action such as increased cleaning, application of root control, or pipe lining.

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By illustrating sanitary sewer overflow trends, determinations can be made by staff of where the more immediate needs are in the system. It could at anytime be determined that current maintenance practices are not proving to be effective enough and planned maintenance may be modified.



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SECTION 10. SANITARY SEWER MANGEMENT PROGRAM AUDITS

**10.1 CONDUCTING PROGRAM AUDITS**

To determine the effectiveness and compliance of the developed Sanitary Sewer Management Program, periodic internal audits shall be performed at a minimum of every two years. The audit shall be conducted using the form contained in this section and results kept on file for review.

**10.2 AUDIT RESPONSIBILITY**

The audit shall be conducted by the Cambria CSD Chief/Senior Plant Operator. Audit findings shall be addressed by staff and followed up by the General Manager. It is the responsibility of the Cambria CSD's Regulatory Official to provide staff with findings and the corrective actions needed to develop a timeline for completion.

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**CAMBRIA COMMUNITY SERVICES DISTRICT**

**SANITARY SEWER MANAGEMENT PROGRAM INTERNAL AUDIT**

DATE OF INSPECTION: \_\_\_\_\_

NAME OF INSPECTOR: \_\_\_\_\_

ATTENDEES: \_\_\_\_\_

\_\_\_\_\_

**Section I. Assessment**

	YES	NO	COMMENTS
1. Is there a current map of the collection system?			
2. Is there a copy of the master map on file?			
3. Is there more than one version of the collection system map being used in the field?			
4. Are map changes being reported according to program policy?			
5. Are there any known discrepancies with the current master map?			
6. How many SSO events have occurred in the last 12 months?			
7. Is there documentation confirming reporting on CIWQS database?			
8. Has the number of SSO events increased or decreased in the past 12 months?			
9. How many Category 1 spills were reported in the last 12 months?			

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10. How many Category 2 spills were reported in the last 12 months?			
11. How many Category 3 spills were reported in the last 12 months?			
12. How many SSO's reported in the last 12 months were private lateral spills?			
13. How many SSO events required sampling for contaminants?			
14. How many SSO events have been caused by grease?			
15. Have there been any problems noted in response to SSO events?			
16. Are there any critical areas where the impact of an SSO event could be significant?			
17. Are there any blind areas in the Cambria CSD where an SSO could go unnoticed for a period of time?			
18. Have SSO events been documented on a map with cause identified?			
19. What areas of the system have reoccurring SSO events?			
20. Is there a plan to address these areas?			
21. When is annual line cleaning performed?			
22. Who is responsible for the collection system cleaning?			
23. Is the annual line cleaning program written down?			

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24. What percentage or total footage is cleaned annually?			
25. How often does the entire system get cleaned?			
26. Is cleaning followed by closed circuit television inspections?			
27. Who reviews the closed-circuit television inspection?			
28. What issues were found during the last closed-circuit television inspection?			
29. Are manhole inspections being performed?			
30. Have any significant problems been identified with manhole inspections?			
31. Is there a CMMS database being used to develop and track collection system work orders?			
32. Are Hot Spot areas documented and tracked in a work order system?			
33. Are there any other collection system maintenance activities entered in a work order system?			
34. Have rehabilitation and replacement projects been included in the capital improvement plan?			
35. What projects are planned for the current year?			

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36. Have there been any projects planned that have been postponed?			
37. How are projects prioritized?			
38. Is there adequate funding to address the needs for rehabilitation and replacement?			
39. What rehabilitation and replacement projects have been completed in the past 12 months?			
40. Have rehabilitation and replacement projects that are not immediately required been identified and budgeted for?			
41. Do the CIP costs include all project costs including planning, design, construction, and inspection?			
42. Is there technical and safety training documented for collection system staff?			
43. Have staff participated in CWEA certification and training for collection system maintenance?			
44. Have staff obtained advanced certification in the past 12 months?			
45. Does staff have the appropriate licensing and training for the needed equipment?			
46. What equipment is available for collection system maintenance and response?			
47. Are equipment maintenance and upgrades budgeted for?			

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48. Is there a replacement plan for equipment used in the collection system?			
49. Have critical components of system been identified?			
50. Are adequate supplies on hand to allow for two-point repairs in any part of the system?			
51. Is there a parts standardization policy in place?			
52. Does the utility have a centralized location for storing spare parts?			
53. Does the utility maintain a stock of spare parts for maintenance vehicles and equipment?			
54. Does the utility have a system in place to track and maintain an accurate inventory of spare parts?			
55. For those parts which are not kept in inventory, does the utility have a readily available source or supplier?			
56. Does the utility have a back-up power generator for lift stations?			
57. Does the utility have by-pass capability for lift station operation?			
58. Does utility have standard design criteria?			
59. Have there been changes in the standard specifications for new construction?			

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60. Has there been any new construction or installation in the system within the last 12 months?			
61. Who is responsible for reviewing construction criteria and installations?			
62. Has an I/I investigation been performed within the Cambria CSD? When?			
63. Is there a requirement within the Cambria CSD to have lateral connections inspected prior to the sale of property?			
64. Is there periodic review of the design standards used in the Cambria CSD and is it updated as technology advances?			
65. Does the Cambria CSD have a list of approved contractors, developers, and design engineers that can perform construction on the collection system?			
66. Is there a written program for design and construction acceptance for the collection system?			
67. Are there standards within the program for cleaning, CCTV, air and smoke testing, and pressure testing?			
68. Are costs for inspections and design review for collection system construction covered in fees or budget?			
69. Are lift stations checked routinely?			
70. Is capacity adequate in current lift stations?			

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71. What methods are used to inform Cambria CSD officials of issues concerning the collection system?			
72. Are there routine reports to Cambria CSD Board informing the Public of activities and needs in the collection system?			
73. Is there a written procedure on informing the Public of activity in the collection system?			
74. Does the Cambria CSD have an active grease program informing the Public of grease problems?			



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**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**SANITARY SEWER MANAGEMENT PROGRAM INTERNAL AUDIT**

DATE OF INSPECTION: \_\_\_\_\_

NAME OF INSPECTOR: \_\_\_\_\_

ATTENDEES: \_\_\_\_\_

\_\_\_\_\_

**Section II. Evaluation**

		COMMENTS
Population Served:		
System Size:		
Number of manholes:		
Number of lift stations:		
Percentage of Pipe: a. 6" b. 8" c. 10" d. 12" e. 14" f. 16" g. 18" h. 24" i. 36" j. 42" or greater		

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Percentage of Pipe: <ul style="list-style-type: none"> <li>a. New, within one year</li> <li>b. 2-5 years</li> <li>c. 5-10 years</li> <li>d. 10-20 years</li> <li>e. 20-30 years</li> <li>f. 30-40 years</li> <li>g. 40-50 years</li> <li>h. 50 years or greater</li> </ul>		
Capacity of WWTP:		
Age of WWTP:		
Number of Collections Personnel:		
Average amount of SSO's in past year:		
Collection System Maintenance Budget:		
List of any Notices of Violation:		

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**CAMBRIA COMMUNITY SERVICES DISTRICT**

**SANITARY SEWER MANAGEMENT PROGRAM INTERNAL AUDIT**

DATE OF INSPECTION: \_\_\_\_\_

NAME OF INSPECTOR: \_\_\_\_\_

ATTENDEES: \_\_\_\_\_  
\_\_\_\_\_

**Section III. Findings**

FINDINGS	CORRECTIVE ACTION NEEDED	COMPLETION DUE BY

CAMBRIA COMMUNITY SERVICES DISTRICT  
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## SECTION 11. COMMUNICATIONS PROGRAM

### 11.1 COMMUNICATIONS IN BILLING

Cambria CSD can notify the community of Cambria on activities related to the Sanitary Sewer Management Program in the monthly billing sent for Water, Sewer, and Solid Waste. Comments can be added directly to the bill such as preventative measure reminders. If a greater amount of information is to be relayed to the Public, a flyer could be sent in the mail either included in the direct billing or individually.

### 11.2 DIRECT MAILERS

If a greater amount of information is to be relayed to the Public, a flyer could be sent in the mail either included in the direct billing or separately. It is advisable that mailers go out before food related holidays that reminds the Public of how to properly dispose of grease. Other mailers may be sent only to specific neighborhoods to inform residents of maintenance activities that may affect them.

### 11.3 NEWSPAPER ANNOUNCEMENTS

For large community sewer cleaning activities, the Public should be notified by publishing an announcement in the local newspapers. The community of Cambria has the, "Telegram Tribune", and the "Cambrian Newspaper". Any changes to the Sanitary Sewer Management Program shall be published in the local newspapers as well.

### 11.4 PUBLIC SERVICE ANNOUNCEMENTS

Public service announcements to notify the public of any Public Works activities or measures can be broadcast on local radio stations. It is important to be able to reach the Public through all demographics and these announcements should be broadcast in Spanish as well as English.

### 11.5 CAMBRIA CSD WEBSITE

Cambria CSD has developed a working website ([cambriacsd.org](http://cambriacsd.org)) to inform the Public of the activities going on within the Cambria CSD. It is updated regularly and can be used to inform the Public of the progress on sewer management activities. There are tabs that can direct the public to phone numbers and hotlines they can contact for further questions.

### 11.6 CAMBRIA CSD STANDING INFRASTRUCTURE COMMITTEE, FINANCE COMMITTEE, AND BOARD OF DIRECTOR MEETINGS

The Cambria CSD has two Board members and three appointed local citizen members on each of its standing committees. The standing committees are subject to the same Brown Act compliance notifications and rules as the regular Cambria CSD Board meetings. The committees meeting days vary from month to month and are subject to the availability of committee members. The Cambria CSD typically holds regular Board meetings on the fourth Thursday of every month beginning at 2:00 p.m. at the Cambria Vets Hall. The meetings are videotaped, and a DVD format is available for check

## CAMBRIA COMMUNITY SERVICES DISTRICT SEWER SYSTEM MANAGEMENT PLAN

out. Minutes are recorded at each meeting and can be made available upon request. Most regular Board meetings are televised on the local public television station as well as streamed on the local C-Span webcast service. Subject to the Brown Act and the posted agenda, the public meetings provide an opportunity for Board Members and Staff, as well as the Public, to address any concerns about the Sanitary Sewer System.

### **11.7 INTERACTIONS WITH THE PUBLIC**

The Cambria CSD Facility Maintenance Crews will be routinely trained in how to deal with the Public when working in the Collection System. Crews are instructed to secure the Public safety and health. When the Collection System Crew is approached by the Public they use that opportunity to educate the Public on proper maintenance and preventative measures that everyone can take to care for the system. During inspections of infrastructure such as Grease Traps, inspectors hand out materials to inform the Public of proper sewer maintenance and explain why it is important to prevent damage to the Collection System.

### **11.8 COMMUNICATION WITHIN THE AGENCY**

It is important that all channels of communication between Cambria CSD Staff, Maintenance Crews, and System Personnel are understood. By following the procedures set forth in this program there should be a clear process in which communications are relayed and received. Inspection Reports, evaluations and reviews, change forms, and system updates should be turned into the appropriate officials that can process these pieces of data and follow up with the proper personnel. Cambria CSD Staff should be able to use the Sanitary Sewer Management Program to address any system concerns, track changes, and standardize procedures.

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APPENDICES

- I. Cambria WDR 01-100 modified 2014
- II. CCSD Ordinance S-82
- III. CCSD Municipal Code, Title V
- IV. Sample Map Change Request Form
- V. Enhanced Maintenance Areas
- VI. Sample Manhole Inspection Form
- VII. CCSD Capital Improvement Plan
- VIII. SSO SOP Packet
- IX. Change Log

**STATE OF CALIFORNIA  
CALIFORNIA REGIONAL WATER QUALITY CONTROL BOARD  
CENTRAL COAST REGION  
81 Higuera Street, Suite 200  
San Luis Obispo, California 93401-5427**

**WASTE DISCHARGE REQUIREMENTS ORDER NO. 01-100  
Modified November 14, 2014**

For

**CAMBRIA COMMUNITY SERVICES DISTRICT WASTEWATER TREATMENT PLANT,  
SAN LUIS OBISPO COUNTY**

The California Regional Water Quality Control Board, Central Coast Region, (hereafter Board) finds that:

**SITE OWNER AND LOCATION**

1. The Cambria Community Service District, (hereafter "Discharger") owns and operates a Wastewater Treatment Facility located at 5500 Heath Lane in Cambria, San Luis Obispo County (see Attachment A).

**PURPOSE OF ORDER**

2. The primary objectives of this updated Order are to: 1) regulate the discharge of treated wastewater to land, 2) update the Discharge Monitoring Program, and 3) bring the site into compliance with the Basin Plan and all applicable laws and regulations pertaining to this discharge.

**SITE/FACILITY DESCRIPTION**

3. **Design and Current Capacity:** The treatment system consists of flow equalization and grit removal facilities, two 0.5 MGD activated sludge treatment units (1.0 total treatment capacity), two 0.3 MG holding ponds and disinfection facilities. The Discharger is in the design phase of upgrading and expanding its treatment plant capacity. A diagram of the treatment facility processes is shown on Attachment B, included as part of this order.
4. **Discharge Type:** Effluent is pumped to the land disposal site and sludge is disposed at a private land disposal facility. The effluent land disposal site is located 2.5 miles north of the treatment plant and consists of 22 acres of spray disposal areas and an

evaporation/percolation pond, shown on Attachment A1. The disposal site capacity is currently 1.5 mgd.

5. **Geology:** The surface soils below the land disposal site are generally sandy and silty clays, underlain by clays and impermeable bedrock of franciscan chert, volcanic rock and sandstone. Permeabilities generally decrease with depth and distance from surface waters.
6. **Groundwater:** Depth to ground water at the land disposal site is approximately 17 feet at the evaporation/percolation pond site and 9 feet at the spray area. However, depth to ground water is as little as 4 feet in low lying areas near San Simeon Creek. Ground water movement within the disposal area is generally towards San Simeon Creek, to the south-southwest. Cambria Community Services District's primary source of water supply is the San Simeon Creek well field, located approximately 2000 feet east (upgradient) of the disposal area.
7. Provision D.2 has been included requiring the discharger to take steps to ensure that degradation of the water supply does not occur. Maintenance of a minimum ground water level differential is necessary to protect the water supply well field from dissolved salts and nitrates in the wastewater discharge. The effluent limitation for total dissolved solids is based on maintaining the prescribed differential.
8. **Surface water:** Surface water in San Simeon

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Creek flows to the west approximately one mile to the Pacific Ocean. Van Gordon Creek flows south to the confluence with San Simeon Creek in the southwest corner of the disposal area.

- 9. **Storm water:** Currently, all storm water is directed away from the treatment facility. Storm water that comes into contact with the treatment process is collected and treated. The site is protected from flooding or washout from a 100-year flood event.
- 9a. In 2014, the CCSD added supplemental treatment units including microfiltration and reverse osmosis to produce water of suitable quality for upstream groundwater recharge. Microfiltration reject and backwash flows will be discharged to the disposal area. (Added November 14, 2014.)

**MONITORING & REPORTING PROGRAM**

- 10. The requirements for monitoring and reporting are contained in the attached Monitoring and Reporting Program No. 01-100. Minor changes were made to the program from the previous Order. The Discharger is now required to monitor nitrogen and ammonia levels in effluent as well as groundwater elevation in all sampling wells.

**BASIN PLAN**

- 11. The Water Quality Control Plan, Central Coast Basin (Basin Plan) was adopted by the Board on November 19, 1989 and approved by the State Board on August 16, 1990. The Board approved amendments to the Basin Plan on February 11, 1994 and September 8, 1994. The Basin Plan incorporates statewide plans and policies by reference and contains a strategy for protecting beneficial uses of State waters.
- 12. Present and anticipated beneficial uses of groundwater in the vicinity of the discharge include:
  - a. Municipal and Domestic Supply, and
  - b. Agricultural Supply
- 13. Surface water quality objectives have not been included, since surface water discharge is prohibited by this Order.

- 14. Median Groundwater objectives for this Sub-basin are not specifically described in the Basin Plan. However groundwater sampling results indicate that salts and nitrates are increasing partially as a result of this discharge to land.
- 15. Historic values for the groundwater (as measured in supply wells) in this area are as follows:

Constituent	Concentration (mg/l)
Total Dissolved Solids	375
Sodium	21
Chloride	19

\*New Santa Rosa supply well has much higher TDS (~750mg/l)

Effluent values of the same constituents are as follows:

Constituent	Concentration (mg/l)
Total Dissolved Solids	860*
Sodium	180
Chloride	253

\*When using San Simeon supply water

Groundwater data also indicates a significant increase in salts between upgradient and downgradient\* wells.

Constituent	Upgradient (mg/l)	Downgradient* (mg/l)
Total Dissolved Solids	373	767
Sodium	22	120
Chloride	21	173

\*Downgradient wells are under periodic tidal influence and apparent increases are not solely from effluent discharge.

This order contains provisions to limit the impacts of salt at the Cambria CSD disposal field and plan for future salts management.

**ENVIRONMENTAL ASSESSMENT**

- 16. This action is intended to enforce the laws and regulations administered by the Board. As



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such, this action is categorically exempt from the provisions of the California Environmental Quality Act pursuant to Section 13389 of the Water Code of the Resources Agency Guidelines.

**EXISTING ORDERS AND GENERAL FINDINGS**

17. This discharge has been subject to Waste Discharge Requirements contained in Order No. 93-24 adopted May 14, 1993.
18. Discharge of waste is a privilege, not a right, and authorization to discharge is conditional upon the discharge complying with provisions of Division 7 of the California Water Code and any more stringent effluent limitations necessary to implement water quality control plans, to protect beneficial uses, and to prevent nuisance. Compliance with this Order should assure this and mitigate any potential adverse changes in water quality due to the discharge.
19. On July 25, 2001, the Board notified the Discharger and interested agencies and persons of its intent to issue waste discharge requirements for the discharge and has provided them with a copy of the proposed Order and an opportunity to submit written views and comments.
20. After considering all comments pertaining to this discharge during a public hearing on December 7, 2001, this Order was found consistent with the above findings.
21. The amendment is exempt from CEQA for the following reasons:
  - a. By proclamations dated January 17, 2014, and April 25, 2014, the Governor declared a state of emergency in California due to the ongoing extraordinary drought. Each proclamation included a directive that suspended the environmental review required by the California Environmental Quality Act (CEQA) to allow certain directives from the Governor to take place as quickly as possible. The project is consistent with the following directive from the April 25, 2014, proclamation: Directive 12: The California Department of

Public Health, the Office of Emergency Services, and the Office of Planning and Research will assist local agencies that the Department of Public Health has identified as vulnerable to acute drinking water shortages in implementing solutions to those water shortages.

Under Directive 19 of the April 25, 2014 Proclamation, environmental review required by CEQA is suspended for actions taken pursuant to Directive 12, and for all necessary permits needed to implement those actions, when the Office of Planning and Research "concur[s] that local action is required." DDW has identified the Cambria Community Services District (District) as having critical drinking water shortages, meaning that the District will deplete its available supplies within 60 to 90 days. The Office of Emergency Services has indicated that the project described in the attached Notices of Exemption is necessary to solve this critical drinking water shortage. The Office of Planning and Research concurred that local action is required on September 12, 2014. Therefore, the project is exempt from CEQA because the Governor suspended CEQA for this project pursuant to Directives 19 and 12 of the April 25, 2014 proclamation.

- b. The project is also consistent with the statutory exemption for an emergency project. CEQA defines emergency as follows: "'Emergency' means a sudden, unexpected occurrence, involving a clear and imminent danger, demanding immediate action to prevent or mitigate loss of, or damage to, life, health, property, or essential public services. 'Emergency' includes such occurrences as fire, flood, earthquake, or other soil or geologic movements, as well as such occurrences as riot, accident, or sabotage." [Public Resources Code Section 21060.3.] Specific actions necessary to prevent or mitigate an emergency are exempt from CEQA. Emergency activities do not include long-term projects undertaken for the purpose of preventing or mitigating a situation that has a low probability of occurrence in the

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short-term. [Title 14 California Code of Regulations, Section 15269(c).] The basis for the exemption is that the Discharger's water situation is dire. The District currently has less than a six month drinking water supply. The Emergency Water Supply Project will avoid potentially disastrous consequences from not having adequate water for health, safety, sanitation, and fire protection. These impacts are likely to occur in the very near future and continue as long as drought conditions persist. The project is necessary to prevent or mitigate a water shortage emergency, prevent seawater intrusion that could make current supplies unusable, and will otherwise mitigate the effects of the drought emergency declared by the Governor and emergencies that result from future critical water shortages.

- c. This facility is an existing facility and the amendment allows negligible or no expansion of use. The amendment does not change the effluent limitations, increase the flow limit, or relax any other restrictions of this Order. The microfiltration reject and backwash flows consist of groundwater pumped from under the facility and excess suspended solids removed from microfiltration product water. The primary filtration process is precautionary because the suspended solids content of pumped groundwater is already very low. This increases the concentration of suspended solids in the discharge as compared to groundwater but does not otherwise add or concentrate any waste already present in the groundwater. The percolation process removes the suspended solids from the discharge before it reaches groundwater, so suspended solids concentrations in groundwater will not increase. The amendment is therefore exempt from the provisions of the CEQA in accordance with Section 15301, Title 14 of the California Code of Regulations.
22. The amendment is consistent with Resolution 68-16 (Antidegradation Policy). This Order and Order No. R3-2014-0008 already require the Discharger to address the Wastewater Treatment Facility's prior and ongoing impacts

to groundwater. As stated in Finding 21, the amendment does not increase the flow limits or allow reduced treatment of wastes discharged from that facility. Rather, microfiltration reject water and filter backwash will undergo additional treatment through the percolation process, which will remove suspended solids. The additional discharge will treat or leave in place waste that is already present and will not produce a waste or increased volume or concentration of waste. Therefore, the Antidegradation Policy does not require the board to make findings that the amendment implements the best practicable treatment or control of the discharge necessary to ensure that (a) pollution or nuisance will not occur and (b) the highest water quality consistent with maximum benefit to the people of the State will be maintained. Nevertheless, the board has considered the Antidegradation Policy as part of its overall consideration of the Emergency Water Treatment Facility. Discharge of the reject/backwash flows is necessary to accommodate the Emergency Water Treatment Facility, which is necessary to maintain existing drinking water service. Groundwater recharged with recycled water for later extraction and use in accordance with the Recycled Water Policy and state and federal water quality laws is to the maximum benefit of the people of the State of California. Discharge of this waste stream to the percolation ponds represents the best practicable treatment or control of this waste stream because percolation provides additional treatment that direct injection would not and because it avoids moving waste that is already present in groundwater at this facility to a different location, where it could affect current drinking water supplies that are not already impacted by the Wastewater Treatment Plant. Thus, the amendment is consistent with maximum benefit to the people of the State because it will accommodate the Emergency Water Treatment Facility, will not unreasonably affect beneficial uses, and will not cause or contribute to exceedances of applicable water quality standards.

**IT IS HEREBY ORDERED**, pursuant to authority in Sections 13263 and 13267 of the California Water Code, the Cambria Community Services District, its agents, successors, and assigns, may discharge waste at the afore-

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described facility providing compliance is maintained with the following:

All technical and monitoring reports submitted pursuant to this Order are required pursuant to Section 13267 of the California Water Code. Failure to submit reports in accordance with schedules established by this Order, attachments to this Order, or failure to submit a report of sufficient technical quality to be acceptable to the Executive Officer, may subject the discharger to enforcement action pursuant to Section 13268 of the California Water Code. The Regional Board will base all enforcement actions on the date of Order adoption.

(Note: other prohibitions and conditions, definitions, and the method of determining compliance are contained in the attached "Standard Provisions and Reporting Requirements for Waste Discharge Requirements" dated January 1984. Applicable paragraphs are referenced in paragraph D.2. of this Order.)

Throughout these requirements footnotes are listed to indicate the source of requirements specified. Requirements footnotes are as follows:

BP Basin Plan  
Design Design of Facility

Requirements not referenced are based on staff's best professional judgment.

**PROHIBITIONS**

1. Discharge to any areas other than the evaporation/percolation pond and spray area shown on Attachment B is prohibited.
2. Discharge of any wastes including overflow bypass, and seepage from transport, treatment or disposal system to adjacent drainageways or properties is prohibited.

**Effluent Limitations**

1. Effluent discharged shall not exceed the following limits:

Constituent	Unit	30-Day Mean	Daily Instantaneous Maximum
Suspended Solids	mg/l	40	100

**A. DISCHARGE SPECIFICATIONS**

**General Specifications**

1. Neither the treatment nor the discharge of waste shall create a condition of pollution.
2. Contamination or nuisance, as defined by Section 13050 of the California Water Code (CWC). (H & S.C. Section 5411, CWC Section 13263).
3. Waste shall not be disposed of in any position where they can be carried from the disposal site and discharged into waters of the State or United States.
4. Discharge of uncontaminated storm waters to the treatment facilities is prohibited unless adequate capacity is available.
5. Bypass of the treatment facilities and discharge of untreated or partially treated waste to the disposal site is prohibited. The discharge of up to 90,000 gallons per day of microfiltration unit reject and backwash may be discharged to the disposal area. (Added November 14, 2014)
6. Discharge shall be confined to the designated land discharge area as shown on Attachment B without overflow or bypass to adjacent properties or drainageways.
7. Daily flow, averaged over each month, shall not exceed 1.5 MGD<sup>Design</sup>.

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BOD <sub>5</sub> Soluble	mg/l	50	100
Total Dissolved Solids	mg/l	1000	1500
PH <sup>BP</sup>	pH units		Between 6.5 and 8.4

**Groundwater Limitations**

1. The discharge shall not cause nitrate concentrations in the groundwater downgradient of the disposal area to exceed 10 mg/l (as N)<sup>BP</sup>.
2. The discharge shall not cause a significant increase of mineral constituent concentrations in underlying groundwaters, as determined by comparison samples collected from wells located upgradient and downgradient of the disposal area.
3. The discharge shall not cause concentrations of chemicals and radionuclides in groundwater to exceed limits set forth in Title 22, Chapter 15, Article 4 and 5 of the California Code of Regulations<sup>BP</sup>.

**Wastewater Quality**

1. Effluent discharged to the percolation and evaporation ponds shall have a dissolved oxygen concentration greater than 2.0 mg/l.

**System Operation**

1. At least two feet of freeboard shall be maintained within the District controlled disposal ponds.
2. Discharge shall not cause the formation of vector habitat within treatment or disposal areas.
3. The public shall not have contact with inadequately treated wastewater as a result of treatment or disposal
4. The discharge shall not contain substances in concentrations, which are toxic to human, animal, aquatic or plant life operations.

**Solids Control**

5. All accumulated sludge, salts, or solid residues shall be disposed of in a manner approved by the Executive Officer.
6. Solids shall be tested as outlined in the attached Discharge Monitoring Program.

**D. PROVISIONS**

1. The Discharger shall maintain an ongoing salts management program with the intent of reducing mass loading of salt in treated effluent to a level that will ensure compliance with Basin Plan Objectives and not negatively impact beneficial uses of groundwater. Salt reduction measures should focus on all potential salt contributors to the collection system, including residential, commercial, and industrial dischargers. As part of the salts management program, the Discharger shall provide an annual evaluation of salt reduction efforts. This evaluation shall include, but not be limited to:
  - a. Calculations of annual salt mass (lbs) discharged to the percolation ponds;
  - b. Analysis of ground water monitoring results related to salt and nutrient (N) constituents;
  - c. A summary of existing salt reduction measures;
  - d. Recommendations and time schedules for implementation of any additional salt reduction measures; and
  - e. The establishment or identification of a downgradient well which can reliably monitor influences from this discharge on groundwater.

The first installment of this evaluation shall be submitted to this office by January 2003 with the annual report. The annual evaluation may be included as part of the annual monitoring report each year.

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2. Static ground water levels at well No. 3 (9P2) shall be maintained at or below those at production well No. 2 (SS4) at all times. Specifics are detailed in the Groundwater Monitoring section of M&RP No. 01-100.
  3. Order No. 93-24, "Waste Discharge Requirements for the Cambria Community Services District", adopted by the Board in May 14, 1993, is hereby rescinded.
  4. The Discharger shall comply with "Monitoring and Reporting Program No. 01-100", as specified by the Executive Officer and incorporated as part of this Order.
  5. The Discharger shall comply with all items of the attached "Standard Provisions and Reporting Requirements for Waste Discharge Requirements" dated January 1984.
6. The Discharger shall submit a written report by May 30, 2005, acceptable to the Executive Officer, addressing:
    - a. Whether there will be changes in the continuity, character, location, or volume of the discharge; and,
    - b. Whether, in their opinion, there is any portion of the Order that is incorrect, obsolete, or otherwise in need of revision.
    - c. A summary of all violations of Waste Discharge Requirements, Order No. 01-100, which occurred since adoption of the order along with a description of the cause(s) and corrective action taken.

**I, Kenneth A. Harris Jr., Executive Officer**, do hereby certify that the foregoing is a full, complete, and correct copy of an Order adopted by the California Regional Water Quality Control Board, Central Coast Region on November 14, 2014.



Digitally signed by Kenneth A Harris Jr.  
DN: cn=Kenneth A Harris Jr., o=Central Coast  
Regional Water Quality Control Board,  
ou=Executive Officer,  
email=Ken.Harris@waterboards.ca.gov, c=US  
Date: 2014.11.24 17:32:06 -0800'

Kenneth A. Harris Jr.  
Executive Officer

**STATE OF CALIFORNIA  
CALIFORNIA REGIONAL WATER QUALITY  
CONTROL BOARD CENTRAL COAST REGION**

**MONITORING AND REPORTING PROGRAM NO. 01-100  
REVISED JUNE 27, 2016**

**For**

**CAMBRIA COMMUNITY SERVICES DISTRICT  
SAN LUIS OBISPO COUNTY**

**OBJECTIVE AND PURPOSE OF MONITORING**

This Monitoring and Reporting Program is designed to insure the compliance with the effluent limits specified by Order No. 01-100.

**WATER SUPPLY MONITORING**

Representative samples of the municipal water supply shall be collected and analyzed for the following:

**Table A**

<b>Constituent/Parameter</b>	<b>Units</b>	<b>Type of Sample</b>	<b>Minimum Sampling and Analysis Frequency</b>
Total Dissolved Solids	mg/L	Grab	Quarterly (Jan/Apr/Jul/Oct)
Sodium	mg/L	Grab	Quarterly (Jan/Apr/Jul/Oct)
Chloride	mg/L	Grab	Quarterly (Jan/Apr/Jul/Oct)

**INFLUENT MONITORING**

Samples of the influent to the treatment plant shall be collected at the plant headworks and analyzed for the following constituents:

**Table B**

<b>Constituent/Parameter</b>	<b>Units</b>	<b>Type of Sample</b>	<b>Minimum Sampling and Analysis Frequency</b>
Daily Flow	mgd	Metered	Daily
Maximum Flow	mgd	Metered	Monthly
BOD, 5-Day	mg/L	24-hr Composite	Monthly
Suspended Solids	mg/L	24-hr Composite	Monthly

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**EFFLUENT MONITORING**

Representative samples of the effluent discharged to the disposal field shall be collected and analyzed for constituents in Table C below:

Table C

Constituent/Parameter	Units	Type of Sample	Minimum Sampling and Analysis Frequency
Daily Flow	MG	Metered	Daily
pH	pH Units	Grab	Daily
Suspended Solids	mg/L	24-hr composite	5-day/week
BOD 5-day	mg/L	24-hour Como.	Monthly
Dissolved Oxygen	mg/L	Grab	Weekly
Total Dissolved Solids	mg/L	24-hr composite	Quarterly
Sodium	mg/L	24-hr composite	Quarterly
Total Ammonia (as N)	mg/L as N	Grab	Monthly
Organic Nitrogen (as N)	mg/L	Grab	Monthly
Nitrate (as N)	mg/L	Grab	Monthly
Total Nitrogen (as N)	Mg/L	Grab	Monthly
Hardness	mg/L	24-hr composite	Quarterly

**BIOSOLIDS MONITORING**

The following information shall be submitted with the Annual Report as required by the Standard Provisions:

- 1) Annual sludge production in dry tons and percent solids.
- 2) A schematic diagram showing sludge handling facilities (e.g., digesters, lagoons, drying beds, and incinerators) and a solids flow diagram.
- 3) A narrative description of sludge dewatering and other treatment processes, including process parameters. For example, if sludge is digested, report average temperature and retention time of the digesters.
- 4) A description of disposal methods, including the following information related to the disposal methods used at the facility. If more than one method is used, include the percentage of annual sludge production disposed by each method.
  - a. For landfill disposal include: 1) the Regional Board's Waste Discharge Requirements numbers that regulate the landfills used; 2) the present classifications of the landfills used; and 3) the names and locations of the facilities receiving sludge.
  - b. For land application, include: 1) the location of the site(s); 2) the Regional Board's WDR numbers that regulate the site(s); 3) the application rate in lbs/acre/yr (specify wet or dry); and 4) subsequent uses of the land.

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Table D

Constituent/Parameter	Units	Type of Sample	Minimum Sampling and Analysis Frequency
Quantity	Tons or yds <sup>3</sup>	Measured	Measured during removal
Moisture Content	%	Grab	Monthly*
Total Kjeldahl Nitrogen	mg/kg	Grab	Monthly*
Ammonia (as N)	mg/kg	Grab	Monthly*
Nitrate (as N)	mg/L	Grab	Monthly*
Total Phosphorous	mg/L	Grab	Monthly*
Arsenic	mg/kg	Grab	Annual
Antimony	mg/kg	Grab	Annual
Barium	mg/kg	Grab	Annual
Beryllium	mg/kg	Grab	Annual
Boron	mg/kg	Grab	Annual
Cadmium	mg/kg	Grab	Annual
Cobalt	mg/kg	Grab	Annual
Copper	mg/kg	Grab	Annual
Chromium, VI & Total	mg/kg	Grab	Annual
Lead	mg/kg	Grab	Annual
Mercury	mg/kg	Grab	Annual
Molybdenum	mg/kg	Grab	Annual
Nickel	mg/kg	Grab	Annual
Selenium	mg/kg	Grab	Annual
Silver	mg/kg	Grab	Annual
Thallium	mg/kg	Grab	Annual
Tin	mg/kg	Grab	Annual
Vanadium	mg/kg	Grab	Annual
Zinc	mg/kg	Grab	Annual

\*Monthly Biosolids sampling to occur whenever the dewatering process is in operation.

\*\*Total sample (including all solids and any liquid portion) to be analyzed and results reported as mg/kg or µg/kg, as appropriate, based on the dry weight of the sample.

### GROUND WATER MONITORING

Representative Samples of ground water shall be collected from all designated monitoring wells (those shown on Attachment A-1 and any additional wells necessary for downgradient characterization) and analyzed for the specified constituents:

Table E

Parameter	Units	Type of Sample	Minimum Sampling and Analysis Frequency
Depth to Groundwater & Groundwater Elevation	Feet	Measured	Semi-Annually (April and October)
Nitrate Nitrogen (as N)	mg/L	Grab	Semi-Annually
Total Dissolved Solids	mg/L	Grab	Semi-Annually
Sodium	mg/L	Grab	Semi-Annually
Chloride	mg/L	Grab	Semi-Annually
Sulfate	mg/L	Grab	Semi-Annually
Boron	mg/L	Grab	Semi-Annually
pH	pH Units	Grab	Semi-Annually



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Table F

Well No.	Cambria CSD or WR Designation	Location Description (Refer to Attachment B)
1	SS3	Westernmost of three District water supply wells in Domestic Water Supply area
2	SS4	Observation well on southeast bank of San Simeon Creek and east of Bonomi Ranch Discharge Area.
3	9P7	One of 4 older irrigation wells in approximate south-center of Bonomi Ranch Discharge Area
4	16D1*	A renovated well in southwestern corner of Bonomi Ranch Discharge Area near San Simeon Creek foot-bridge.
5	USGS well*	USGS well west of Bonomi Ranch

\*Suspected tidal and other outside influence on downgradient wells shall be fully explained at the time of reporting. Unexplained constituent elevations it will be presumed a result of this discharge.

In addition, static water surface elevations shall be measured at Well No. 1 (SS3) and Well No. 2 (SS4), and Well No. 3 (9P2)\*\* twice a month. Water surface elevations of 9P2 and SS4 shall be measured weekly when the water surface elevation of 9P2 is equal to or above that of SS4. All static water level measurements shall be made during periods when the District's well has been operated at peak operating pumping rates and wells within the disposal area and near 9P2 have not been operated within at least two hours. An annual summary of disposal area water surface elevations shall be submitted by July 20, of each year delineating the groundwater gradient between the spray disposal area and the San Simeon Creek wellfield.

\*\*Static water surface elections shall be measured both at wells 9P2 and 9P7 until the Discharger has adequately demonstrated 9P7 is an appropriate and comparable monitoring location for this requirement.

### DISPOSAL AREA MONITORING

The spray disposal area shall be inspected twice (beginning and end of day shift) each day effluent is spray irrigated at the disposal area. The inspector shall specifically check for: irrigation system malfunctions (such as leaks or sprinkler malfunctions); ponded effluent; overflows to Van Gordon or San Simeon Creek; the presence of abnormal, or a change in, flow conditions of Van Gordon or San Simeon Creek; and a discharge from the evaporation/percolation pond.

An inspection log shall be kept of spray area conditions, observations, problems noted, and corrective actions taken. A summary of the log shall be included. With each month's monitoring reports.

A sample of each well extracting water from under the spray field shall be collected and analyzed for total coliform on a monthly basis.

### GENERAL REPORTING

Monitoring reports shall include:

1. All data required by this monitoring program for the monitoring period.

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2. A discussion of any non-compliance issues and corrective actions taken. All reports required in this monitoring and reporting program are required pursuant to Water Code § 13267.

Annual reports shall contain graphs of the laboratory analytical data for all ground water samples taken from each well. Each such graph shall plot the concentration of one or more waste constituents over time for a given monitoring well, at a scale appropriate to show trends or variations in water quality. The graphs shall plot each datum, rather than plotting mean values. For any given constituent or parameter, the scale for the background (upgradient) plots shall be the same as that used to plot downgradient data

### **REPORTING FREQUENCY**

Monthly monitoring reports shall be submitted by the 30th day of each month following sampling. An annual report shall be submitted by January 30 each year.

This Monitoring and Reporting Program may be revised at any time during the permit term, as necessary, under the authority of the Executive Officer.

Ordered By:

*Harvey Packard*  
Digitally signed by Harvey C.  
Packard  
Date: 2016.06.27 08:28:50 -07'00'  
Water Boards

Date: June 27, 2016

for John M. Robertson  
Executive Officer

ECM # 212858

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CAMBRIA COMMUNITY SERVICES DISTRICT

WASTEWATER ORDINANCE S-82

WASTEWATER ORDINANCE S-82

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ORDINANCE S-82An Ordinance to Amend Ordinance S-72

"An Ordinance of the Cambria Community Services District regulating the use of Public Sewers, the installation and connection of building Sewers, the discharge of waters and wastes into the Public Sewer System; providing penalties for the violations thereof; adopting by reference the 1979 edition of the Uniform Plumbing Code of the International Association of Plumbing and Mechanical Officials (IAPMO), and establishing fees and rates for the connection to the use of Public Sewers."

Be it ordained and enacted by the Cambria Community Services District located in Cambria, State of California, as follows:

Article 1  
Definitions

Sec. 1-1 Applications of Definitions: All of the herinafter definitions shall be used in construing all Ordinances and amendments thereto of this District, pertaining to sewers and sewage, regardless of the time of enactment unless the same shall specify a different meaning for such word or words.

Sec. 1-2 Applicant: Shall mean the person making application for a permit for a sewer installation and shall be the owner of the premises to be served by the sewer for which a permit is requested, or his authorized agent.

Sec. 1-3 Assessment District: Shall mean Cambria Sewer Assessment Districts No. 1 and No. 2 created under the provisions of the Streets and Highway Code of the State of California. Additional assessment districts, if created, shall be identified by number such as Sewer Assessment District No. 3.

Sec. 1-4 Board: Shall mean the Board of Directors of the Cambria Community Services District.

Sec. 1-5 "BOD" (denoting Biochemical Oxygen Demand): Shall mean the quantity of Oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five (5) days at 20<sup>0</sup> degrees Centigrade, expressed in milligrams per liter.

Sec. 1-6 Building: Shall mean any structure used for human habitation or a place of business, recreation or other purpose containing sanitary facilities.

Sec. 1-7 Building Drain: Shall mean that part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste, and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning two (2) feet outside the building wall.

Sec. 1-8 Building Sewer: Shall mean that portion of any sewer beginning two feet outside the building wall of any building or industrial facility and running to the property line.

Sec. 1-9 Code: Shall mean the 1979 edition of the Uniform Plumbing Code published by the International Association of Plumbing and Mechanical Officials.

Sec. 1-10 Contractor: Shall mean a person duly licensed by the State of California to perform the type of sewer work to be done under the permit and approved by the District.

Sec. 1-11 District: Shall mean the Cambria Community Services District.

Sec. 1-12 Engineer: Shall mean the District Engineer appointed by and acting for the District.

Sec. 1-13 Equivalent Connection: Shall mean a source of wastewater equal in daily volume and quality to that produced in a single family dwelling, considered to be 240 gallons per 24-hour day.

Sec. 1-14 Garbage: Shall mean solid wastes from the domestic and commercial preparation, cooking, and dispensing of food, and from the handling, storage, and sale of produce.

Sec. 1-15 Industrial Wastes: Shall mean the liquid wastes from industrial manufacturing processes, trade, or business as distinct from sanitary sewage.

Sec. 1-16 Inspector: Shall mean a person acting for the District in the capacity of an inspector and may be the General Manager, or his authorized representative.

Sec. 1-17 Lateral Sewer: Shall mean the portion of a sewer lying within a public way or easement connecting a building sewer to the main sewer.

Sec. 1-18 Main Sewer: Shall mean a public sewer designed to accommodate more than one lateral sewer.

Sec. 1-19 Manager: Shall mean the General Manager of the Cambria Community Services District.

Sec. 1-20 Permit: Shall mean any written authorization required pursuant to this or any other regulation of the District for the installation of any sewage works.

Sec. 1-21 Person: Shall mean any human being, individual, firm, company, partnership, association and private or public and municipal corporation, the United States of America, the State of California, districts and all political subdivisions, governmental agencies and mandatories thereof.

Sec. 1-22 "pH": Shall mean the logarithm of the reciprocal of the weight of hydrogen ions in grams per liter of solution.

Sec. 1-23 Properly Shredded Garbage: Shall mean the wastes from the preparation, cooking, and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-half ( $\frac{1}{2}$ ) inch (1.27 centimeters) in any dimension.

Sec. 1-24 Public Sewer: Shall mean a sewer lying within a public way or an easement in which all owners of abutting properties have equal rights, and is controlled by the District.

Sec. 1-25 Sanitary Sewer: Shall mean a sewer which carries wastewater and to which storm, surface, and ground waters are not intentionally admitted.

Sec. 1-26 Wastewater System: Shall mean all facilities for collecting, pumping, treating, and disposing of wastewater.

Sec. 1-27 Sewer: Shall mean a pipe or conduit for carrying wastewater.

Sec. 1-28 "SHALL" is mandatory; "MAY" is permissive.

Sec. 1-29 Superintendent: Shall mean the Water Quality Superintendent who under the general supervision of the Manager, operates and maintains the wastewater system.

Sec. 1-30 Wastewater: Shall mean a combination of the water-carried wastes from residences, business buildings, institutions, and industrial establishments.

Sec. 1-31 Water Quality Control Plant: Shall mean the plant which treats and disposes of wastewater.

## Article 2 General Provisions

Sec. 2-1 Uniform Plumbing Code: The 1979 Edition of the Uniform Plumbing Code, published by the International Association of Plumbing and Mechanical Officials is hereby adopted by reference. Copies of said Code shall be on file in the Office of the Cambria Community Services District. The provisions of the Code shall govern for all wastewater and/or sanitary construction work, under the jurisdiction of the Cambria Community services District unless modified by provisions of this Ordinance. In all cases, the most recent edition of the Code shall be used when the Board has adopted said edition and provided office copies of said Code. The 1979 edition shall govern until a later edition is adopted by the Board.

Sec. 2-2 Ordinance Not Retroactive: This Ordinance is intended to provide rules and regulations for the use and construction of sanitary facilities herein-after installed. Unless otherwise specified, no provision of this Ordinance shall apply retroactively. If, however, alterations or repairs are made, this Ordinance shall apply to materials and methods used in such alterations. Notwithstanding the above the Board may require correction of existing sanitary facilities which violate provisions of this Ordinance.

Sec. 2-3 Existing Rules Repealed: Upon the effective date of this Ordinance all existing rules, orders, motions and policies of the Cambria Community Services District, concerning wastewater and/or sanitary construction work are rescinded and this Ordinance shall govern.

Sec. 2-4 Violation Unlawful: Following the effective date of this Ordinance, it shall be unlawful for any person to connect to, construct, install or provide, maintain and/or use any other means of wastewater disposal from any building in said District except by connection to a public sewer in the manner as in this Ordinance provided, when such public sewer has been constructed and accepted for use and is within 200 feet of the property containing said building.

Sec. 2-5 Relief on Application: When any person by reason of special circumstances thinks that any provision of this Ordinance is unjust or inequitable as applied to his premises, he may make written application to the Board, stating the special circumstances, citing the provision complained of, and requesting suspension as applied to his premises. If the Board makes findings, the Board may, by motion, suspend or modify the provision complained of, as applied to such premises, to be effective as of the date of the application and continuing during the period of the special circumstances.

Sec. 2-6 Relief on Own Motion: The District may, on its own motion, find that by reason of special circumstances any provision of this regulation and ordinance should be suspended or modified as applied to a particular premise during the period of such circumstances, or any part thereof.

Sec. 2-7 Connection Required: The owner of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purposes, situated within the District and abutting on any street, alley, or right-of-way in which there is now located or may in the future be located a public sewer of the District, is hereby required at his expense to connect such facilities directly with the proper public sewer in accordance with the provisions of this ordinance, within ninety (90) days after date of official notice to do so, provided that said public sewer is within two hundred (200) feet of the property line.

Sec. 2-8 Permits Required and Fees Paid Before Commencement of Work: No public sewer, lateral sewer, building drain, or other sanitary facilities shall be installed, altered or repaired within the District until a permit for the work has been obtained from the District and all fees paid in accordance with the requirements of this Ordinance.

Sec. 2-9 Powers and Authorities of Inspectors: The Manager and any duly authorized employees of the District shall be permitted, upon showing evidence of his position, to enter private property for the purpose of inspection, re-inspection, observation, measurement, sampling, testing or otherwise performing such duties as may be necessary in the enforcement of the provisions of the ordinances, rules and regulations of the District.

Sec. 2-10 Protection from Damage: No person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is a part of the District wastewater facilities. Any person violating this provision shall be subject to the penalties provided by law.



Sec. 2-11 Separability: If any section, sub-section, sentence, clause or phrase of this ordinance or the application thereof to any person or circumstances is for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this ordinance or the application of such provision to other persons or circumstances. The Board hereby declares that it would have passed this ordinance or any section, sub-section, sentence, clause or phrase hereof irrespective of the fact that any one or more sections, sub-sections, sentences, clauses or phrases be declared to be unconstitutional.

### Article 3 Use of Public Sewers Required

Sec. 3-1 Disposal of Wastes: It shall be unlawful for any person to place, deposit, or permit to be deposited upon public or private property within the District, or in any area under the jurisdiction of said District, any human excrement or other objectionable waste.

Sec. 3-2 Treatment of Wastes Required: It shall be unlawful to discharge to any stream or water course, any wastewater, industrial wastes or other polluted waters, except where suitable treatment has been provided in accordance with provisions of this Ordinance.

Sec. 3-3 When Connection to Public Sewer Required: The owner of any real property with any building, structure or other improvement thereon which is suitable for use or occupancy by human beings is required to connect the same directly with the proper public sewer in accordance with the provisions of this Ordinance within ninety (90) days after receipt of written notice to do so if there is a sewer main within 200 feet of the nearest point of any such building, structure or other improvement. If such sewer main is not available within said 200 foot distance at the time of the enactment of this section, the duty to connect will nonetheless arise at such future time as there is a sewer main within 200 feet of the nearest point of such building, structure or other improvement and notice is given as provided in this Section. In the case of a newly constructed building, structure or other improvement thereon, the same shall be deemed a building suitable for occupancy and/or use within the meaning of this Section at such time as such building, structure or other improvement is offered for sale or within thirty (30) days after its construction is completed, whichever is sooner.

Sec. 3-4 Drainage into Sanitary Sewers Prohibited: No leaders from roofs and no surface drains for rain water shall be connected to any sanitary sewer. No surface or sub-surface drainage, rain water, storm water, seepage, cooling water of industrial origin or unpolluted industrial process waters shall be permitted to enter any sanitary sewer by any device or method whatsoever.

Sec. 3-5 Types of Wastes Prohibited: No person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewers:

(a) Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive liquid, solid, or gas.

(b) Any waters or wastes containing toxic or poisonous solids, liquids, or gases in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any wastewater treatment process, constitute a hazard to humans or animals, create a public nuisance, or create any hazard in the receiving waters of the wastewater treatment plant, including but not limited to cyanides in excess of two (2) mg/l as CN in the wastes as discharges to the public sewer.

(c) Any waters or wastes having a pH lower than (5.5), or having any other corrosive property capable of causing damage or hazard to structures, equipment, and personnel of the wastewater works.

(d) Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the wastewater works such as, but not limited to, ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, whole blood, paunch manure, hair and fleshings, entrails and paper dishes, cups, milk containers, etc. either whole or ground by garbage grinders.

Soc. 3-6 Other Wastes Prohibited: No person shall discharge or cause to be discharges the following described substances, materials, waters, or wastes if it appears likely in the opinion of the Manager that such wastes can harm either the sewers wastewater treatment process, or equipment, have an adverse effect on the receiving stream, or can otherwise endanger life, limb, public property, or constitute a nuisance. In forming his opinion as to the acceptability of these wastes, the Manager will give consideration to such factors as the quantities of subject wastes in relation to flows and velocities in the sewers, materials of construction of the sewers, nature of the wastewaters treatment process, capacity of the wastewater treatment plant, degree of treatability of wastes in the wastewater treatment plant, and other pertinent factors. The substances prohibited are:

(a) Any liquid or vapor having a temperature higher than one hundred forty degrees Fahrenheit (140° F).

(b) Any water or waste containing fats, wax, grease, or oils, whether emulsified or not, in excess of one hundred (100) mg/l or containing substances which may solidify or become viscous at temperatures between thirty-two degrees Fahrenheit (32° F) and one hundred fifty degrees Fahrenheit (150° F).

(c) Any garbage that has not been properly shredded so that no particles are greater than one-half inch in any dimension. The installation and operation of any garbage grinder equipped with a motor of three-fourths (3/4) horsepower or greater shall be subject to the review and approval of the Manager.

(d) Any waters or wastes containing strong acid iron pickling wastes, or concentrated plating solutions whether neutralized or not.

(e) Any waters or wastes containing iron, chromium, copper, zinc, and similar objectionable or toxic substances; or wastes exerting an excessive chlorine requirement, to such degree that any such material received in the composite sewage at the wastewater treatment works exceeds the limits established by the Manager for such materials.

(f) Any waters or wastes containing phenols or other taste-or-odor-producing substances, in such concentrations exceeding limits which may be established by the Manager as necessary, after treatment of the composite wastewater, to meet the requirements of the State, Federal, or other public agencies or jurisdiction for such discharge to the receiving waters.

(g) Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the Manager in compliance with applicable State or Federal regulations.

(h) Any waters or wastes having a pH in excess of (9.5).

(i) Materials which exert or cause:

1. Unusual concentration of inert suspended solids (such as, but not limited to, Fullers earth, lime slurries, and lime residues) or of dissolved solids (such as, but not limited to, sodium chloride and sodium sulfate).

2. Excessive discoloration (such as, but not limited to, dye wastes and vegetable tanning solutions).

3. Unusual BOD, chemical oxygen demand, or chlorine requirements in such quantities as to constitute a significant load on the wastewater treatment works.

4. Unusual volume of flow or concentration of wastes constituting "slugs" as defined herein.

(j) Waters or wastes containing substances which are not amenable to treatment or reduction by the wastewater treatment processes employed, or are amenable to treatment only to such degree that the wastewater plant effluent cannot meet the requirements of other agencies having jurisdiction over discharge to the receiving waters.

Sec. 3-7 Manager's Discretion Regarding Waste Discharges: If any waters or wastes are discharged, or are proposed to be discharged to the public sewers, which waters contain the substances or possess the characteristics enumerated in this Article, and which in the judgement of the Manager, may have a deleterious effect upon the wastewater works, processes, equipment, or receiving waters, or which otherwise create a hazard to life or constitute a public nuisance, and/or may cause the District to violate discharge requirements, the Manager may:

(a) Reject the wastes,

(b) Require pretreatment as to an acceptable condition for discharge to the public sewers,

(c) Require control over the quantities and rates of discharge, and/or

(d) Require payment to cover the added cost of handling and treating the wastes not covered by existing taxes or sewer charges under the provisions of this article.

If the Manager permits the pretreatment or equalization of waste flows, the design and installation of the plants and equipment shall be subject to the review and approval of the Manager, and subject to the requirements of all applicable codes, ordinances, and laws.

Sec. 3-8 Interceptors Required: Grease, oil, and sand interceptors shall be provided when, in the opinion of the Manager, they are necessary for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand, or other harmful ingredients; except that such interceptors shall be of a type and capacity approved by the Manager, and shall be located as to be readily and easily accessible for cleaning and inspection.

Sec. 3-9 Maintenance of Interceptors: Where preliminary treatment or flow-equalizing facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at his expense.

Sec. 3-10 Control Manhole: When required by the Manager, the owner of any property serviced by a building sewer carrying industrial wastes shall install a suitable control manhole together with such necessary meters and other appurtenances in the building sewer to facilitate observation, sampling, and safely located, and shall be installed by the owner at his expense, and shall be maintained by him so as to be safe and accessible at all times.

Sec. 3-11 Measurement and Tests of Waste Discharge: All measurements, tests, and analyses of the characteristics of waters and wastes to which reference is made in this ordinance shall be determined in accordance with the latest edition of "Standard Methods for the Examination of Water and Wastewater," published by the American Public Health Association, and shall be determined at the control manhole provided, or upon suitable samples taken at said control manhole. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the public sewer to the point at which the building sewer is connected. Sampling shall be carried out by customarily accepted methods to reflect the effect of constituents upon the wastewater works and to determine the existence of hazards to life, limb, and property. (The particular analyses involved will determine whether a grab sample or samples should be taken. Normally, but not always, BOD and suspended solids analyses are obtained from 24-hour composites of all outfalls whereas pH's are determined from periodic grab samples.)

Sec. 3-12 Preliminary Treatment of Wastes: Liquids and wastes prohibited by this ordinance may with proper preliminary treatment be permitted in the District facilities. Permission to discharge will only be considered after plans, specifications and other information has been furnished to the Board to indicate that the proposed preliminary treatment reduces, removes or changes the objectionable characteristics or constituents to satisfactory levels. All costs of construction, operation, maintenance, inspection, sampling and testing shall be at the expense of the owner. No construction or connection to the District facilities shall be started until a permit required by the Board, a cash bond to guarantee adequate maintenance and operation of the preliminary treatment facilities.

Sec. 3-13 Special Agreements: No statement contained in this article shall be construed as preventing any special agreement or arrangement between the District and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the District for treatment, subject to payment therefor, by the industrial concern.

Sec. 3-14 Swimming Pool Waste: No swimming pool waste may be discharged into the District wastewater facilities.

Article 4  
Building Sewers, Lateral Sewers and Connections

Sec. 4-1 Permit Required for Connection to Public Sewer: No person shall construct a building sewer, lateral sewer or make a connection with any public sewer without first obtaining a written permit from the District and paying all fees and charges as required and doing the work in accordance with the provisions of this Ordinance.

Sec. 4-2 Construction Requirements: Construction of building and lateral service shall be accomplished according to the California Approved Uniform Plumbing Code as adopted by the Board of Directors.

Sec. 4-3 Separate Sewers Required for Separate Lots: Building sewers and lateral sewers shall only serve one lot or parcel under a single ownership. Every building or industrial facility must be separately connected with a public sewer if such public sewer exists in the street upon which the property abuts or in an easement which will serve said property. However, one or more buildings, located on property belonging to the same owner may be served with the same sewer during the period of said ownership. Upon the subsequent subdivision and sale of a portion of said lot, the portion not directly connected with such public sewer shall be separately so connected with a public sewer, and it shall be unlawful for the owner thereof to continue to use or maintain such indirect connection.

Sec. 4-4 Use of Existing Building Sewers Permitted Only Upon Approval: Old building sewers may be used in connection with new buildings only when they are found; upon examination and test by the Inspector, to meet all requirements of District.

Sec. 4-5 Relations of Building Drain to Sewer Lateral:

(a) Where the building drain is sufficiently higher than the end of the lateral sewer to permit the building sewer to slope in accordance with the provisions of this ordinance and where the lowest floor of the building which contains sanitary facilities is at an elevation above the rim of the closest upstream manhole, no special conditions are imposed.

(b) Where the lowest floor of the building which contains sanitary facilities is at an elevation below the rim of the closest upstream manhole, but gravity flow from the building drain to the end of the lateral sewer is possible, the owner shall either at his cost install a relief valve in the building sewer, at an elevation lower than the above floor elevation or shall agree that the District shall not be responsible for damage caused by an overflow of waste liquid inside the building.

(c) Where gravity discharge of wastewater is not possible, the owner shall install equipment to pump the wastewater to the lateral sewer. The discharge pipe shall not be less than two inches inside diameter and shall contain a suitable method of preventing backflow from the lateral sewer.

Sec. 4-6 Manner of Connection of Building Sewer to Lateral Sewer: The connection of the building sewer into the public sewer shall be made at the lateral sewer if said lateral is available. In easements, connection shall be made at an existing wye. The connection shall be made in the presence of an inspector and under his supervision.

Sec. 4-7 Tests: Building sewers shall be tested by plugging the end of the building sewer at its connection with the lateral sewer and completely filling the building sewer with water so that, with a head of ten feet of water, no loss of water occurs during a fifteen minute period of time.

Sec. 4-8 Abandonment of Private Wastewater Facilities Required When Public Sewer Available: At such time as a public sewer becomes available to a property served by a private wastewater disposal system, as elsewhere provided in this Ordinance, a direct connection shall be made to the public sewer in compliance with the rules and regulations of District and any septic tanks, cesspools and similar private wastewater disposal facilities shall be abandoned and they shall be filled with sand or approved suitable material, in accordance with the provisions of the Code and any requirements of the State and County Health Departments. No work of abandonment shall be done without a permit issued by the District and without the required inspection.

Sec. 4-9 Requirements to Provide Contractor Information: Prior to commencing any installing of building and/or lateral sewers, the contractor must provide the information requested in WWD Form No. 1 Contracting and Permit Requirements for Installing Building and Lateral Sewers within the Cambria Community Services District incorporated herein by reference as Exhibit "A".

Sec. 4-10 Who May Install Building Sewers: Building sewers, together with the related work of connecting the building sewer with the building drain and with the lateral sewer and abandoning septic tanks, cesspools or dry wells shall be done by Plumbing Contractors and/or Sewer Contractors duly licensed by the State of California and such other State licensed contractors whose license includes the right to install sewers. The above Contractors shall be approved by the Manager and may be required to post a bond to guarantee that damage to the District facilities will be repaired. In addition to the above, a property owner shall be granted a permit to install a building sewer on property owned by him provided the Manager is satisfied that he can install and test the building sewer in accordance with the requirements of this ordinance.

Sec. 4-11 Who May Install Lateral Sewers: Lateral sewers may be installed by State licensed plumbing or sewer contractors. Property owners will not be allowed to install lateral sewers. Contractors shall be approved by the Manager or his authorized representative, post a reasonable bond to guarantee their work, show proof of adequate liability insurance and have obtained an encroachment permit from the County Road Department or State Highway if the lateral sewer is in a public street.

Sec. 4-12 Installation of Wyes: When it is necessary to install a wye on a main sewer, the hole in the main sewer pipe shall be cut by an approved sewer tapping machine. The use of chisels to cut the hole will not be permitted. The wye branch shall be a standard vitrified clay pipe manufactured for the purpose and shall be joined to the sewer pipe with an epoxy to form a smooth neat water-tight joint with no protrusion into the barrel of the main sewer pipe. All work of cutting and installing shall be done in the presence of an Inspector.

Sec. 4-13 Protection of Excavation: All excavations for a lateral sewer or building sewer shall be adequately guarded with barricades and lights so as to protect the public from hazards. Streets, sidewalks, parkways and other property disturbed in the course of the work shall be restored in a manner satisfactory to the District.

~ Sec. 4-14 Maintenance of Building Sewers: Building sewers and appurtenances shall be maintained by the owner of the property served. No maintenance or repair of building sewers which involve uncovering or removing the sewer pipe shall be started without securing a permit except in an emergency in which case a permit will be obtained at the first reasonable opportunity and no work covered until an inspection has been made.

## Article 5 Public Sewer Construction

Sec. 5-1 Fees and Permit Required Before Connecting to Public Sewers: No person shall construct, extend or connect to any public sewer without first obtaining a written permit from the District and paying all fees and connection charges and furnishing bonds as required. The provisions of this section requiring permits shall not be construed to apply to contractors constructing sewers and appurtenances under contracts awarded and entered into by the District.

Sec. 5-2 Plans, Profiles and Specifications Required to Accompany Permit Application: The application for permit for public sewer construction shall be accompanied by complete plans, profiles and specifications, complying with all applicable ordinances, rules and regulations of District, prepared by a Registered Civil Engineer showing all details of the proposed work based on an accurate survey of the ground. Plans shall include lateral sewers to all lots in a proposed subdivision. The application, together with the plans, profiles and specifications shall be examined by the District Engineer who shall, within ten (10) days, approve them as filed or require them to be modified as he deems necessary for proper installation. After examination by the District Engineer, the application, plans, profiles and specifications shall be submitted to the Board at its next regular meeting for its consideration. When the Board is satisfied that the proposed work is proper and the plans, profiles and specifications are sufficient and correct, it shall order the issuance of a permit predicated upon the payment of all connection charges, fees and furnishing bonds as required by the District. The permit shall prescribe such terms and conditions as the District finds necessary in the public interest.

Sec. 5-3 Subdivisions: Prior to the granting of approval by the District to the recording of a final map or of installing any part of the sewer system, the applicant shall have complied with the preceding three sections and shall have entered into an agreement with the Board to comply with all applicable provisions of this Ordinance and to either pay all fees or to post bonds guaranteeing the payment of all fees prior to an agreed date or an agreed event, such as acceptance of the sewers by the District, or clear statements which agree with statements in the State Real Estate Report that all unpaid fees will be paid by the property owner prior to occupancy of the house or other structure.

All sewers and sewage facilities shall be in streets or rights-of-way dedicated for public use or shall be in easements granted to the Cambria Community Services District. If a final subdivision map of a tract is recorded and the work of constructing sewers to serve the tract is not completed within the time limit allowed in the permit, the Board may extend the time limit or may complete the work and take appropriate steps to enforce the provisions of the bond furnished by the subdivider.

Sec. 5-4 Easements or Rights-of-Way for Extensions or Connections: In the event that an easement is required for the extension of the public sewer or the making of connections, the applicant shall procure and have accepted by the District a proper easement or grant right-of-way sufficient in size to allow the laying and maintenance of such extension or connection. The cost of obtaining said easement or right-of-way shall be paid by the applicant. Should the applicant be unable to obtain the easement or right-of-way by negotiation with the owner or owners, and providing the Board determines that it is to the interest of the District to have said easement or right-of-way, the Board will cause the easement or right-of-way to be condemned and the applicant shall pay all costs incurred by the District.

Sec. 5-5 Persons Authorized to Perform Work: Only properly licensed contractors shall be authorized to perform the work of public sewer construction within the District. All terms and conditions of the permit issued by the District to applicant shall be binding on the contractor. The requirements of this section shall apply to lateral sewers installed concurrently with public sewer construction.

Sec. 5-6 Grade Stakes to be Set by Licensed Civil Engineer or Surveyor: Grade and line stakes shall be set by a Registered Civil Engineer, or by a Licensed Surveyor, prior to the start of work on any public sewer construction. The contractor shall be responsible for accurately transferring grades to grade bars and sewer invert.

Sec. 5-7 Compliance with State, County and District Rules, Regulations and Ordinances Required: Any person constructing a sewer within a public way or easement, shall comply with all State, County, or District laws, ordinances, rules and regulations pertaining to the cutting of pavement, opening, barricading, lighting and protecting of trenches, back-filling and repaving thereof, and shall obtain all permits and pay all fees required by the department having jurisdiction prior to the issuance of a permit by the District.

Sec. 5-8 Protection of Excavation and Restoration after Completion: The applicant shall maintain such barriers, lights and signs as are necessary to give warning to the public at all times that a sewer is under construction and of each dangerous condition to be encountered as a result thereof. He shall also likewise protect the public in the use of the sidewalk against any such conditions in connection with the construction of the sewers. Streets, sidewalks, parkways and other property disturbed in the course of the work, shall be reinstalled in a manner satisfactory to the District. The applicant or contractor may be required to post a bond to guarantee that repairs to the sewer or to any property disturbed will be made for a period of one year

Sec. 5-9 Design and Construction Standards: The minimum standards for design and construction of sewers within the District shall be in accordance with the plans, standards and specifications for Cambria Assessment No. 1, except where requirements of the State or County are more restrictive, in which case said State or County requirements shall govern. The administration, inspection, enforcement and acceptance shall be by the District. The District may permit modifications or may require higher standards. Before acceptance of any sewer by the District, the sewer shall have been tested and all work shall have been completed in full compliance with the Standards and the satisfaction of the District's Engineer.



Sec. 5-10 Oversized Public Sewers: When a person is required by the District to install a sewer more than one pipe size larger than required to serve the persons land, the District may either proceed under the provisions of the section on Main Extensions or may enter into an agreement to pay for the oversizing from funds of the District. The cost of said oversizing to be collected when the lands benefiting from the oversizing are connected to the sewer system.

Sec. 5-11 Main Extension: When a person, in order to serve his land, is required to construct a public sewer through or adjacent to land which for any reason is not entitled to connect to the proposed sewer, said person may receive a refund of the cost of said sewer providing the person enters into a written agreement with the Board. The agreement shall provide that the person will submit plans and specifications and obtain District approval; shall provide any easements required; shall furnish the Board certified copies of the cost of the sewer, including costs of engineering and inspection. The Board will agree that any person connecting to said main extension shall pay all fees, connection, annexation and other charges as required by this ordinance. The Board will agree that a portion of the above charges shall be reimbursed to the person who paid for the main extension or to his assigns. The amount to be paid for each connection shall not exceed an agreed percentage of the installation costs. No interest shall be paid on such refunds and the term of the agreement shall not exceed ten (10) years. The District shall determine the size of the main extension, the location and size of the wyes and such other appurtenants as may be required.

## Article 6 Permits and Fees

Sec. 6-1 Permit Required for Connecting with, Opening into, Altering or Disturbing any Public Sewer System: No person shall uncover, make any connections with or opening into, use, alter or disturb any public sewer or appurtenance without first obtaining a written permit from the District

Sec. 6-2 Application for Permit: Any person legally entitled to apply for and receive a permit shall make such application on forms provided by the District for that purpose. He shall give a description of the character of the work proposed to be done and the location, ownership, occupancy and use of the premises in connection therewith. The Manager may require plans, specifications or drawings and such other information as he may deem necessary.

If the Manager determines that the plans, specifications, drawings, descriptions or information furnished by the applicant are in compliance with the Ordinances, rules and regulations of the District, he shall issue the permit applied for upon payment of the required fees as listed in this Ordinance.

Sec. 6-3 Compliance with Permit: After approval of the application, evidenced by the issuance of a permit, no change shall be made in the location of the sewer, the grade, materials, or other details from those described in the permit or as shown on the plans and specifications for which the permit was issued except with written permission from the District, the Manager or other authorized representative.

Sec. 6-4 Application for Permit is an Agreement: The applicant's signature on an application for any permit, shall constitute an agreement to comply with all of the provisions, terms and requirements of this and other ordinances, rules

and regulations of the District, and with the plans and specifications he has filed with his application, if any, together with such corrections or modifications as may be made or permitted by the District, if any. Such agreements shall be binding upon the applicant and may be altered only by the District upon written request for the alteration from the applicant.

Sec. 6-5 Classes of Permits: There shall be classes of permits as follows:

- a. Residential or commercial building sewer permit
- b. Public sewer construction permit
- c. Special permit issued with the approval of the Board

Sec. 6-6 Annexations: An annexation fee shall be paid by the owner or owners of the annexing territory as prescribed elsewhere in this Ordinance.

Sec. 6-7 Connection Charges and Service Charges: All connection charges and service charges shall be paid in the manner and amounts specified elsewhere in this Ordinance.

Sec. 6-8 Inspection Fees: Fees for inspection of building sewer, lateral sewers, public sewers and related facilities including but not limited to pump stations, force mains, preliminary treatment facilities, grease or other interceptors, abandonment of septic tanks, cesspools or drywells shall be as specified in this Ordinance or as determined by the Board.

Sec. 6-9 Faithful Performance Bond: Prior to the issuance of a permit for public sewer construction the applicant shall furnish to the District a faithful performance bond or cash in the amount of one hundred percent (100%) of the estimated cost of the work, said bond to be secured by a surety or sureties satisfactory to the District. The cash deposit or faithful performance bond shall be conditioned upon the performance of the terms and conditions of the permit and shall guarantee the correction of faulty workmanship and the replacement of defective materials for a period of one (1) year after the date of acceptance of the work.

Sec. 6-10 Disposition of Fees: All fees collected on behalf of the District shall be shown as revenue in the proper account and the funds deposited in the manner provided by the District.

Sec. 6-11 All Work to be Inspected: All sewer construction work and building sewers shall be inspected by an Inspector acting for the District to ensure compliance with all requirements of the District. No sewer shall be covered at any point until it has been inspected and passed for acceptance. No sewer shall be connected to the District's public sewer until the work covered by the permit has been completed, inspected and approved by the Inspector. If the test proves satisfactory, the Inspector shall issue a certificate of satisfactory completion.

Sec. 6-12 Written Notice May Be Required: It shall be the duty of the person doing the work authorized by permit to notify the District that said work is ready for inspection. District may require the notice to be given in writing. Such notification shall be given not less than forty-eight (48) hours before the work is to be inspected. It shall be the duty of the person doing the work to

make sure that the work will stand the test required by the District before giving the above notification. When the Inspector finds the work not ready for inspection or when the required test fails, the Manager may require an additional fee prior to reinspection or retest.

Sec. 6-13 Condemned Work: When any work has been inspected and the work condemned and no certification of satisfactory completion given, a written notice to that effect shall be given, instructing the owner of the premises, or the agent of such owner, to repair the sewer or other work authorized by the permit in accordance with the ordinances, rules and regulations of the District.

Sec. 6-14 All Costs Paid by Owner: All costs and expenses incident to the installation and connection of any sewer or other work for which a permit has been issued shall be borne by the owner. The owner shall indemnify the District from any loss or damage that may directly or indirectly be occasioned by the work.

Sec. 6-15 Sewer Service Outside the District: The District will not grant permission to connect any lot or parcel of land outside the boundary of the District except that with the permission of the Board lands belonging to the State of California or to the Federal government may be served under the terms of an agreement and the payment of fees and charges approved by the Board.

Sec. 6-16 Street Excavation Permit Required: A separate permit must be secured from the San Luis Obispo Road Department, the California Department of Transportation, or any other authority having jurisdiction thereover by owners or contractors intending to excavate in public ways for the purpose of installing sewers or making sewer connections.

Sec. 6-17 Liability: The District and its officers, agents and employees shall not be answerable for any liability or injury or death to any person or damage to any property arising during or growing out of the performance of any work by any such applicant. The applicant shall be answerable for, and shall save the District and its officers, agents and employees harmless from any liability imposed by law upon the District or its officers, agents or employees, including all costs, expenses, fees and interest incurred in defending same or in seeking to enforce this provision. Applicant shall be solely liable for any defects in the performance of his work or any failure which may develop therein. Applicant shall obtain property and liability insurance in amounts satisfactory to the District and shall furnish the District with a certificate of said issuance.

Sec. 6-18 Time Limit on Permits: If work under a permit be not commenced within six (6) months from the date of issuance or if after partial completion, the work be discontinued for a period of six (6) months, the permit shall therefore become void and no further work shall be done until a renewal of the permit shall have been secured. A ten (10) percent renewal fee shall be paid upon issuance of said renewed permit. Nothing in this section shall be deemed to extend the thirty (30) day period within which a sewer connection must be made under Article 3 of the Ordinance.

Article 7  
Enforcement and Penalties

Sec. 7-1 Liability for Violation of Ordinances, Rules and Regulations: Any person found to be violating any provisions of this or any other ordinance, rule or regulation of the District, may be served by the Manager or other authorized person with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. All persons shall be held responsible for any and all acts of agents or employees done under the provision of this or any other ordinance, rule or regulation of the District. Upon being notified by the Manager of any defect arising in any sewer or of any violation of this ordinance, the person or persons having charge of said work shall immediately correct the same.

Sec. 7-2 Continued Violation a Public Nuisance: Continued habitation of any building or continued operation of any industrial facility in violation of the provisions of this or any other ordinance, rule or regulation of the District is hereby declared to be a public nuisance. The District may cause proceedings to be brought for the abatement of the occupancy of the building or industrial facility during the period of such violation.

Sec. 7-3 Disconnection for Violation: As an alternative method of enforcing the provisions of this or any other ordinance, rule or regulation of the District, the Manager shall have the power to disconnect the user or subdivision sewer system from the sewer mains of the District. The Manager shall also have the right to discontinue water service to the property where the violation is occurring. Upon disconnection, the Manager shall estimate the cost of disconnection and reconnection to the system, and such user shall deposit the cost as estimated, of disconnection and reconnection before such user is reconnected after payment of all costs of disconnection and reconnection.

Sec. 7-4 Habitation of Disconnected Premises Forbidden: During the period of such disconnection, habitation of such premises by human beings shall constitute a public nuisance, whereupon the District shall cause proceedings to be brought for the abatement of the occupancy of said premises by human beings during the period of such disconnection. In such event, and as a condition of reconnection, there is to be paid to the District a reasonable attorney's fee and cost of suit arising in said action.

Sec. 7-5 Means of Enforcement: The District hereby declares that the foregoing procedures are established as a means of enforcement of the terms and conditions of its ordinances, rules and regulations and not as a penalty.

Sec. 7-6 Violation of Ordinances, Rules and Regulations Is a Misdemeanor: Pursuant to Section 6523 of the Health and Safety Code of the State of California, the violation of any of the provisions of an ordinance, rule or regulation of the District by any person shall be punishable by a fine not to exceed One Thousand Dollars (\$1,000.00), imprisonment not to exceed one (1) month, or both. Each and every connection or occupancy in violation of any ordinance, rule and regulation of the District shall be deemed a separate violation and each and every day or part of a day a violation of the ordinance, rule or regulation continues shall be deemed a separate offense hereunder and shall be punishable as such.

Sec. 7-7 Violator Liable for Any Expense Loss or Damage to the District: Any person violating any of the provisions of the ordinances, rules or regulations of the District shall become liable to the District for any expense, loss or damage occasioned by the District by reason of such violation.

Article 8

— Inspection, Connection, Annexation, Service and Permit Fees

Sec. 8-1 Items of Charges: This Ordinance fixes the following inspection fees:

Building sewer	\$15.00
Wye	20.00
Backflow valve	10.00
Individual pump and force main	15.00
abandoning septic tank	20.00

Sec 8-2 Plan Check and Inspection Fees for New Public Sewers: Before review of plans to connect to a public sewage system, the applicant shall pay a plan checking fee equal to the actual cost of plan check by District's authorized representative, or \$35.00, whichever is greater. If applicant makes substantial changes other than those requested by the District, in plans that have been returned by the District, or if he makes more than one resubmittal of corrected plans, an additional checking fee equal to one-half of the basic fee shall be paid to the District. After approval of plans and receipt of bond(s) the applicant shall pay an inspection fee deposit equal to 1½ percent of the Manager's estimated construction costs for the work, which fee shall be adjusted to the actual inspection costs by the District's authorized representative. After approval of the plans and upon receipt of the inspection fee deposit, the Manager shall issue a permit to construct the new sewers. No building shall be connected to the new sewers until a connection charge is paid as hereinafter required. The applicant and the District may enter into a Reimbursement Agreement whereby the District may participate in the costs of oversizing or main extensions.

Sec. 8-3 Connection Fee: The owner of a lot or parcel shall pay a connection fee of \$1,000.00 at the time application is made for connection to the sewage system. EXCEPT that where the connection fee is shown as having been paid in connection with Cambria Assessment District No. 1, or other numbered District, no additional connection fee shall be paid unless said lot or parcel is divided subsequent to the formation of the above Assessment District containing the lot or parcel.

Unless the Board by motion prior to July 1 of any year determines that the increase shall not occur, the connection fee shall increase on July 1, 1983, by four percent and increase on July 1 of each succeeding year by four (4) percent except that the amount of the increase shall be rounded to the closest dollar.

Sec. 8-3.1 Tax Dated Real Property: A parcel which was assessed during improvement district proceedings for the collection system, but upon which the assessment was not paid because the parcel was deeded to the State for non-payment of taxes, will incur an additional charge equal to the assessment involved for that parcel.

sec 7-6

Sec 8-3.2 Unassessed Real Property Tax-Deeded to the State: A parcel which was not assessed during improvement district proceedings for the collection system because such parcel had previously been tax-deeded to the State, shall incur an additional charge equal to the assessment which would have been levied upon it had such parcel been assessed in the manner in which parcels of like kind were assessed during said proceedings.

When such parcel is subsequently redeemed, or purchased from the State by operation of law, or otherwise lawfully acquired, the person thus acquiring title thereto may pay said additional charge in full at the time such title is acquired, or as provided in Section 8-3.3.

Sec. 8-3.3 Payment of Charges Made in Lieu of an Assessment: Whenever a charge is made against a lot or parcel under conditions set forth in Section 8-3.1 or Section 8-3.2, the owner thereof, subject to the approval of the Board as set forth in a letter of agreement between the Board and the owner, may elect to pay such charges in five(5) equal annual installments together with such interest at ten (10) percent per annum, penalties, costs, and fees as may be required by law or this ordinance.

Sec. 8-4 Annexation Fee: The owner of a lot, parcel, subdivision or tract which existed within the boundaries of assessment District No. 1 as of August 15, 1972, shall pay an annexation fee, in addition to the Connection Fee, at the time application is made for connection to the sewerage system, or prior to the recording of a final or parcel map or prior to the release of bonds guaranteeing the installation of sewers. The determination of which the above alternatives shall apply shall be made by the Board and be included in a letter of agreement between the Board and the owner. The annexation fee shall be determined by calculating the benefit units on the lots, parcel or parcels using the same method used to determine the benefit units in Cambria Assessment District No. 1, and multiplying the benefit units by the dollar value of a benefit unit as determined for the above Assessment District. The value of one benefit unit in Cambria Assessment District No. 1 is \$711.00.

Sec. 8-5 Annexation Fee for Additional Assessment Districts: It is the intent of this section to insure that the benefit unit value in subsequent assessment districts shall not be less than \$1,173.00. Subsequent assessment districts will be required to repay their share of the cost of oversizing of sewer mains and oversizing the treatment plant or may be required to fund the cost of additional treatment facilities or contribute to the Capital Improvement Account.

The annexation fee as stated above was computed for and as of date of April 1, 1982. Annual adjustments increasing the annexation fee will be made as of July 1 of each subsequent year applying the California Consumer Price Index (CCPI), corrected to San Luis Obispo County, to the fixed asset value of \$13,917,002 determined for June 31, 1981. The CCPI index for 1981/1982 is 1.0912.

Sec. 8-6 Determination of Benefit Units: All property shall have the benefit units and assessment determined in accordance with the following:

- (a) Any property 2,000 square feet in area, or less = 1 benefit unit.
- (b) Any Property 2,001 square feet to 5,000 square feet in area =1.2 benefit units.

(c) Any property over 5,000 square feet in area will be assessed 0.1 benefit units for each additional 1,000 square feet of area in addition to the basic benefit unit charge - 1.2 benefit units + 0.1 (No. of Ft<sup>2</sup>/1,000 ft<sup>2</sup>) benefit units.

(d) Property will be assessed only to a depth of 200 feet.

A lateral will be furnished at no cost to the served property through which there is a sewer easement, provided, however, that such laterals will be constructed within the easement and will not be constructed beyond the easement boundary.

(e) A connection fee of \$1,000.00 will be assessed to each property being served by the collection system and the treatment plant. The connection fee is based on a four inch lateral installed according to District requirements at owners expense.

(f) Property will be assessed only to a depth of 200 feet.

(g) Zero benefit units will be assigned to any lot or parcel in the assessment district that is not benefited by the collection system.

(h) The Engineer will determine how corner properties and properties which are exceptions will be assessed to most equitably serve both the property and the assessment district.

Sec. 8-7 Sewer Service Charge: A monthly sewer service charge will be payable after the premises are connected to the sewerage system.

The monthly rate for each residence, duplex, apartment, mobile home, or single family residential unit shall be . . . . . \$ 9.40

Motel Rooms without Kitchens. . . . .	3.75
Motel Rooms with Kitchen. . . . .	9.40
Restaurants (Each 10 Seats or Fraction) . . . . .	7.50
Bars (Each 10 Seats or Fraction). . . . .	3.50
Schools (per Student) . . . . .	.90
Churches & Meeting Halls. . . . .	5.00
Churches & Meeting Halls with Kitchen . . . . .	15.00
Service Stations. . . . .	25.00
Barber Shops. . . . .	5.00
Beauty Shops. . . . .	15.00
Laundromat. . . . .	130.55
Clinic. . . . .	40.00
Dentist . . . . .	10.00
Office (Less than 10 Employees) . . . . .	5.00
Trailer Parks . . . . .	9.40
Cleaners. . . . .	25.00
Markets . . . . .	10.00
Banks (Less than 10 Employees). . . . .	5.00
Retail (Less than 10 Employees) . . . . .	5.00
Theatre (Less than 100 Seats) . . . . .	15.50
County Park . . . . .	47.65

The Minimum monthly rate for commercial enterprises will be \$5.00.

Business, factories, industries or other establishments adding industrial wastes or unusual quantities of water to the sewerage system or establishments not listed above will be charges a rate established by contract between the user and the District.

Sec. 8-8 Sewer Service Charge to Unoccupied Property: After a property has been connected to a sewer system, sewer service charges shall continue to accrue whether the property is occupied or not, unless the improvements thereon are removed or destroyed.

Sec. 8-9 Sanitation Funds: Money received from permits, inspection, plan check, connection, annexation or other fees and from sewer service charges shall be deposited in the fund accounts as hereinafter designated and the expenditures from the funds shall be in accordance with the uses permitted.

Sec. 8-10 Operating Account: This account shall receive all monies from permits, inspection, plan check fees, sewer service charges, penalties and miscellaneous revenue including gifts and grants to the District for purposes detailed below.

The monies so received shall be used for operation, maintenance, and repairs to the wastewater facility including the collection system and water quality control plant. Also included are supplies, tools, spare parts, chemicals, salaries, laboratory equipment and supplies, training of personnel, dues to organizations related to liquid waste disposal and cost of attending conferences and a reasonable amount for general and administration expenses.

Expenditures from this Operating Account shall not be used for capital purposes.

Expenditures from the Operating Account shall be based on an annual budget prepared by the Manager and approved by the Board. The Budget shall contain sufficient detail to enable proper control of the operating funds. The budget will contain a reasonable sum for contingencies.

All income from the source listed above which is in addition to the amount budgeted shall be placed in the Capital Improvement Account.

Sec. 8-11 Capital Improvement Account: This account shall receive all monies from connection and annexation fees, interest on capital funds, gifts and grants to the District for capital improvements, surplus revenue from the operating account as determined above.

The monies so received shall be used only for capital improvements such as enlarging the water quality control plant, installing larger pump stations, installing new or larger sewer pipes, force mains or related facilities, repayment to the District of funds advanced from water revenue, to repay loans or advances from any source borrowed to finance capital improvements or for placing in a special fund to be used to guarantee the repayment of principal and interest on bonds issued pursuant to any improvement act proceedings, purchase of land for plant enlargement or for water reclamation processes, to pay for engineering, administration, legal or other costs related to any capital improvements of the wastewater facilities.

Funds in the Capital Improvement account shall be deposited in interest bearing accounts in a manner approved by the Board. Expenditures from this account shall be based on a budget or on an engineer's estimate which has been approved by the Board.

Nothing in this section shall prevent the Board from authorizing expenditure of Capital Improvement Fund to repair damage caused by a catastrophic event where the health of the community is endangered and when other funds are not available.

Sec. 8-12 Division of Land and Bond: To ensure proper planning, administrative, and fiscal controls over use of public sewers and orderly community development, if any lot or parcels of land upon which there is an unpaid assessment is



proposed to be divided, either by means of lot split provisions or the Subdivision Map Act, the owner of the lot or parcel shall make application in writing to the District, indicating the proposed division by a map or sketch.

Upon submittal of the application to the District, the owner will initiate action at the County Tax Collector's Office to have the lot or parcel separately valued for tax and assessment purposes.

Upon submittal of the application, the District will inform the owner of any requirements to be met in fulfilling the provisions of District ordinances, rules, and regulations with respect to the installation of new on-site water or sewer lines, fire hydrants, safety devices, and the like, or improvement to such existing on-site facilities. The cost of such installation or improvement to be borne by the owner; and the District will inform the owner that the County Planning Director will require the owner to submit, with his preliminary map, a letter from the District setting forth the availability of water and sewer facilities required for the proposed lot split or subdivision, which letter the District will furnish upon request of the owner and his agreement to fulfill the requirements of the aforesaid ordinances, rules and regulations.

## Article 9

### Bills, Delinquencies and Collections

Sec. 9-1 Rendering of Sewer Bills: The sewer service charge and other charges shall be sent to the owner of the property, except that where the owner of the property has made arrangements with the Manager by letter or on forms provided to have the bills sent to the occupant of the property or to the owner's agent. However, in case of nonpayment of bills, the property owner shall be liable for the payment of the bills and any penalties. Sewer bills sent with the water bill, shall be itemized separately, and shall cover the same period of time as the water bill.

Sec. 9-2 Commencement of Service Charge: The Service Charge shall accrue beginning on the first day of the month following the connection to the sewer system or following the beginning of water service, whichever is later.

Existing improved property in an assessment district shall accrue a Sewer Service Charge on the first of the month following connection to the sewer system.

Sec. 9-3 Interest and Penalties on Delinquent Bills: On the 10th day of the month, following the month in which a sewer bill is mailed, the bill shall become delinquent if the bill, or that portion thereof which is not in bona fide dispute, remains unpaid. A delinquent bill shall be increased by a penalty of 10 percent of the amount of the delinquency and an additional ten (10) percent charge will be added to cover administrative costs. After a bill has become delinquent, the Manager shall forthwith by United States mail notify the owner of the property of the delinquency, if the owner has requested the bills to be sent to the occupant. If a bill has been delinquent for two months on property previously served by a public sewer, the Manager shall post notice on the property that sewer service will be discontinued unless the bills for sewer charges plus all delinquencies, administrative charges, and penalties are paid and that after service is discontinued, the property may not be occupied or used by human beings or any wastewater produced thereon. If the occupant is not the property owner, the Manager shall also send a copy of the disconnection notice to the property owner by mail at his last address shown on the Manager's records.

Sec. 9-4 Discontinuance of Sewer Service: If all the delinquent bills, administrative charges and penalties have not been paid to the required amount within fifteen (15) days after the posting of the notice of disconnection, the Manager shall disconnect the sewer where such property has been previously served by a sewer, or the Manager may discontinue water service to the property, and shall post on the property a notice that the property shall not be occupied or used by human beings or any wastewater produced thereon until the sewer is reconnected. The cost of disconnecting the sewer and reconnecting it, together with all other amounts due, must be paid in cash or cashier's check or certified check at the time application is made for reconnection. It shall be unlawful for any person to inhabit a disconnected property or produce any wastewater thereon until the property has been reconnected. Service charges shall continue to accrue during the period of such disconnection.

Sec. 9-5 Termination of Service Upon Abandonment: In the event all structures in which wastewater is produced are removed from a property served by the sewer system, or in the further event that all structures in which wastewater may be produced are permanently abandoned and are not used, the Manager may terminate service to the property if the Manager deems such abandonment to be permanent. Services charges shall thereupon be suspended. The Manager shall, if he deems it necessary to protect the wastewater system, physically plug the lateral sewer at its connection to the building sewer and the cost of plugging and reconnecting shall be paid prior to restoring service to the property. Thereafter, the property shall not be occupied by humans nor shall any wastewater be produced thereon until service has been restored as herein provided. If the property is occupied by human beings or any wastewater is produced thereon before the service has been restored, the Manager shall have authority to disconnect the property without further notice.

Sec. 9-6 Delinquent Charges to Become a Lien: Charges of any kind more than sixty (60) days delinquent plus penalties and interest thereon when recorded as provided in Article 4, Chapter 6 of Part 3 of Division 5, Health and Safety Code of California, shall constitute a lien upon the real property served, except that no such lien shall be created against any publicly owned property. Such lien shall continue until the charge, penalties, and interest thereon are fully paid, or until the property is sold therefore, or until otherwise extinguished by operation of law.

In the event that a lien is filed, or any action at law is commenced for the collection of such delinquent charge, the District shall compute the amount of the charge plus penalties, disconnection fees, and interest on the sum thereof at the rate of one-half of one percent per month from the date of delinquency, and shall report the total of such computation to the County Auditor for inclusion on the tax rolls. A copy of such report shall be recorded with the County Recorder.

Sec. 9-7 Prepayment of Delinquent and Other Charge Prior to Re-Connection: After a building sewer has been disconnected from the sewer system, it shall not be reconnected until all delinquent charges plus penalties, all charges which have accrued since the time of disconnection, and the estimated cost of reconnection have been paid and any required guarantee for the payment of bills has been made, except as otherwise provided herein. All amounts required to be paid shall be paid before the building sewer is reconnected to the sewer system.

Sec. 9-8 Addition of Unpaid Fees and Charges to the Tax Roll: On or before July 15th of each calendar year, the General Manager shall prepare a list of persons

owing connection fees, service charges, penalties and other charges. The Manager, immediately upon preparing such a list, shall follow procedures for notice and hearing set forth in Article 4 of Chapter 6 of Part 3 of Division 5 of the Health Safety Code of the Sate of California and upon the completion of same, a delinquent list shall be transmitted before August 10th of such year to the County Auditor for addition to the assessment roll as provided for in said Article 4 of Chapter 6 of Part 3 of Division 5 of the Health and Safety Code of the State of California.

Effective Date: This Ordinance shall become effective immediately upon its adoption and shall supercede any and all rules and regulations heretofore promulgated and shall remain in effect until repealed or amended.

The foregoing Ordinance was adopted at a regular meeting of the Board of Directors of the Cambria Community Services District held on October 18, 1982

On the motion of Director Brown , second Director May and the following roll call vote, to wit:-

- AYES: Directors Brown, Warren, Loomis, May and Pitkin
- NOES: 0
- ABSENT: 0

Ordinance No. S-82 is hereby adopted.

*Richard A. Pitkin*  
 Richard A. Pitkin  
 President, Board of Directors

ATTEST:

*Barbara Campo*  
 Barbara Campo  
 Secretary, Board of Directors

Approved as to Form and Legality

Allen Grimes, District Counsel

### **5.04.010 - Definitions.**

All of the definitions in this chapter shall be used in construing all ordinances of this district, provisions of this code, and amendments thereto, pertaining to sewers and sewage, regardless of the time of enactment unless the same shall specify a different meaning for such word or words.

**"Applicant"** means the person making application for a permit for a sewer installation and shall be the owner of the premises to be served by the sewer for which a permit is requested, or authorized agent.

**"Assessment district"** means Cambria sewer assessment districts No. 1 and No. 2 created under the provisions of the Streets and Highway Code of the state of California. Additional assessment districts, if created, shall be identified by number such as sewer assessment district No. 3.

**"Board"** means the board of directors of the Cambria Community Services District.

**"BOD"** (denoting Biochemical Oxygen Demand) means the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five days at twenty (20) degrees centigrade, expressed in milligrams per liter.

**"Building"** means any structure used for human habitation or a place of business, recreation or other purpose containing sanitary facilities.

**"Building drain"** means that part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste, and other drainage pipes inside the walls of the building and conveys it to the building sewer, beginning two feet outside the building wall.

**"Building sewer"** means that portion of any sewer beginning two feet outside the building wall of any building or industrial facility and running to the property line.

**"Code"** means the most current edition of the Uniform Plumbing Code published by the International Association of Plumbing and Mechanical Officials.

**"Commercial project,"** for the purpose of water allocation and connection fees, means all projects (including recreational) other than residential.

**"Contractor"** means a person duly licensed by the state of California to perform the type of sewer work to be done under the permit and approved by the district.

**"District"** means the Cambria Community Services District.

**"Engineer"** means the district engineer appointed by and acting for the district.

**"Equivalent connection"** means a source of wastewater equal in daily volume and quality to that produced in a single-family dwelling, considered to be two hundred forty (240) gallons per twenty-four (24)-hour day.

**"Equivalent dwelling unit ("EDU")"** means a base unit of measure of water use, with one EDU being equal to the average monthly amount of water used by a residential unit during the summer season. EDUs are established to set a benchmark in regulating the addition of new water and sewer users to the district's water and sewerage facilities as well as determining connection fees.

**"Garbage"** means solid wastes from the domestic and commercial preparation, cooking, and dispensing of food, and from the handling, storage, and sale of produce.

**"Industrial wastes"** means the liquid wastes from industrial manufacturing processes, trade, or business as distinct from sanitary sewage.

**"Inspector"** means a person acting for the district in the capacity of an inspector and may be the general manager, or authorized representative.

**"Lateral sewer"** means the portion of a sewer lying within a public way or easement connecting a building sewer to the main sewer.

**"Main sewer"** means a public sewer designed to accommodate more than one lateral sewer.

**"Manager"** means the general manager of the Cambria Community Services District.

**"Permit"** means any written authorization required pursuant to this or any other regulation of the district for the installation of any sewage works.

**"Person"** means any human being, individual, firm, company, partnership, association and private or public and municipal corporation, the United States of America, the state of California, districts and all political subdivisions, governmental agencies and mandatories thereof.

**"pH"** means the logarithm of the reciprocal of the weight of hydrogen ions in grams per liter of solution.

**"Project"** means new construction, additions to existing facilities, changes or intensification of use or occupancies in an existing facility, or demolition and replacement of existing facilities.

**"Properly shredded garbage"** means the wastes from the preparation, cooking, and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-half inch (1.27 centimeters) in any dimension.

**"Public sewer"** means a sewer lying within a public way or an easement in which all owners of abutting properties have equal rights, and is controlled by the district.

**"Sanitary sewer"** means a sewer which carries wastewater and to which storm, surface, and ground waters are not intentionally admitted.

**"Summer season"** means the six month period from May 1st through October 31st.

**"Table of equivalent dwelling units"** means the table attached to the ordinance codified in this chapter and adopted herein by reference. The table of equivalent dwelling units determines the number of EDUs attributable to various types of projects for water allocation and sewer and water connection fee purposes. When a project does not conveniently fit into any of the categories delineated in the table, the general manager shall compute the required EDUs by developing a project average monthly summer season water demand estimate and then converting to EDUs.

**"Wastewater system"** means all facilities for collecting, pumping, treating, and disposing of wastewater.

**"Sewer"** means a pipe or conduit for carrying wastewater.

**"Shall"** is mandatory; "may" is permissive.

**"Superintendent"** means the water quality superintendent who under the general supervision of the manager, operates and maintains the wastewater system.

**"Wastewater"** means a combination of the water-carried wastes from residences, business buildings, institutions, and industrial establishments.

**"Water quality control plant"** means the plant which treats and disposes of wastewater.

**5.04.020 - Not retroactive.**

This chapter is intended to provide rules and regulations for the use and construction of sanitary facilities hereinafter installed. Unless otherwise specified, no provision of this chapter shall apply retroactively. If, however, alterations or repairs are made, this chapter shall apply to materials and methods used in such alterations. Notwithstanding the above the board may require correction of existing sanitary facilities which violate provisions of this chapter.

*(Ord. S-82 § 2-2)*

**5.04.030 - Existing rules repealed.**

Upon the effective date of the ordinance codified in this chapter all existing rules, orders, motions and policies of the Cambria Community Services District, concerning wastewater and/or sanitary construction work are rescinded and this chapter shall govern.

*(Ord. S-82 § 2-3)*

**5.04.040 - Violation unlawful.**

Following the effective date of the ordinance codified in this chapter it shall be unlawful for any person to connect to, construct, install or provide, maintain and/or use any other means of wastewater disposal from any building in the district except by connection to a public sewer in the manner as in this chapter provided, when such public sewer has been constructed and accepted for use and is within two hundred (200) feet of the property containing the building.

*(Ord. S-82 § 2-4)*

**5.04.050 - Relief on application.**

When any person by reason of special circumstances thinks that any provision of this chapter is unjust or inequitable as applied to his or her premises, he or she may make written application to the board, stating the special circumstances, citing the provision complained of, and requesting suspension as applied to his or her premises. If the board makes findings, the board may, by motion, suspend or modify the provision complained of, as applied to such premises, to be effective as of the date of the application and continuing during the period of the special circumstances.

*(Ord. S-82 § 2-5)*

**5.04.060 - Relief on own motion.**

The district may, on its own motion, find that by reason of special circumstances any provision of this regulation and ordinance should be suspended or modified as applied to a particular premise during the period of such circumstances, or any part thereof.

*(Ord. S-82 § 2-6)*

**5.04.070 - Connection required.**

The owner of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purposes, situated within the district and abutting on any street, alley, or right-of-way in which there is now located or may in the future be located a public sewer of the district, is required at his or her expense to connect such facilities directly with the proper public sewer in accordance with the provisions of this chapter, within ninety (90) days after date of official notice to do so, provided that the public sewer is within two hundred (200) feet of the property line.

*(Ord. S-82 § 2-7)*

**5.04.080 - Permits required and fees paid before commencement of work.**

No public sewer, lateral sewer, building rain, or other sanitary facilities shall be installed, altered or repaired within the district until a permit for the work has been obtained from the district and all fees paid in accordance with the requirements of this chapter.

*(Ord. S-82 § 2-8)*

**5.04.090 - Powers and authorities of inspectors.**

The manager and any duly authorized employees of the district shall be permitted, upon showing evidence of his or her position, to enter private property for the purpose of inspection, reinspection, observation, measurement, sampling, testing or otherwise performing such duties as may be necessary in the enforcement of the provisions of the ordinances, rules and regulations of the district.

*(Ord. S-82 § 2-9)*

**5.04.100 - Protection from damage.**

No person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface or tamper with any structure, appurtenance or equipment which is a part of the district wastewater facilities. Any person violating this provision shall be subject to the penalties provided by law.

*(Ord. S-82 § 2-10)*

**5.04.110 - Separability.**

If any section, subsection, sentence, clause or phrase of this chapter or the application thereof to any person or circumstances is for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this chapter or the application of such provision to other persons or circumstances. The board declares that it would have passed the ordinance codified in this chapter or any section, subsection, sentence, clause or phrase hereof irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared to be unconstitutional.

*(Ord. S-82 § 2-11)*



**5.04.120 - Disposal of wastes.**

It is unlawful for any person to place, deposit, or permit to be deposited upon public or private property within the district, or in any area under the jurisdiction of the district, any human excrement or other objectionable waste.

(Ord. S-82 § 3-1)

**5.04.130 - Treatment of wastes required.**

It is unlawful to discharge to any stream or water course, any wastewater, industrial wastes or other polluted waters, except where suitable treatment has been provided in accordance with provisions of this chapter.

(Ord. S-82 § 3-2)

**5.04.140 - When connection to public sewer required.**

The owner of any real property with any building, structure or other improvement thereon which is suitable for use or occupancy by human beings is required to connect the same directly with the proper public sewer in accordance with the provisions of this chapter within ninety (90) days after receipt of written notice to do so if there is a sewer main within two hundred (200) feet of the nearest point of any such building, structure or other improvement. If such sewer main is not available within the two hundred (200) foot distance at the time of the enactment of the ordinance codified in this chapter, the duty to connect will nonetheless arise at such future time as there is a sewer main within two hundred (200) feet of the nearest point of such building, structure or other improvement and notice is given as provided in this section. In the case of a newly constructed building, structure or other improvement thereon, the same shall be deemed a building suitable for occupancy and/or use within the meaning of this section at such time as such building, structure or other improvement is offered for sale or within thirty (30) days after its construction is completed, whichever is sooner.

(Ord. S-82 § 3-3)

**5.04.150 - Drainage into sanitary sewers prohibited.**

No leaders from roofs and no surface drains for rain water shall be connected to any sanitary sewer. No surface or subsurface drainage, rain water, storm water, seepage, cooling water of industrial origin or unpolluted industrial process waters shall be permitted to enter any sanitary sewer by any device or method whatsoever.

(Ord. S-82 § 3-4)

**5.04.160 - Types of wastes prohibited.**

No person shall discharge or cause to be discharged any of the following described waters or wastes to any public sewers:

- A. Any gasoline, benzene, naphtha, fuel oil, or other flammable or explosive liquid, solid, or gas;
- B. Any waters or wastes containing toxic or poisonous solids, liquids, or gases in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any wastewater treatment process, constitute a hazard to humans or animals, create a public

nuisance, or create any hazard in the receiving waters of the wastewater treatment plant, including but not limited to cyanides in excess of two mg/l as CN in the wastes as discharges to the public sewer;

C. Any waters or wastes having a pH lower than (5.5), or having any other corrosive property capable of causing damage or hazard to structures, equipment, and personnel of the wastewater works;

D. Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in sewers, or other interference with the proper operation of the wastewater works such as, but not limited to, ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, whole blood, paunch manure, hair and fleshings, entrails and paper dishes, cups, milk containers, etc. either whole or ground by garbage grinders.

*(Ord. S-82 § 3-5)*

#### **5.04.170 - Other wastes prohibited.**

No person shall discharge or cause to be discharged the following described substances, materials, waters, or wastes if it appears likely in the opinion of the manager that such wastes can harm either the sewers wastewater treatment process, or equipment, have an adverse effect on the receiving stream, or can otherwise endanger life, limb, public property, or constitute a nuisance. In forming his or her opinion as to the acceptability of these wastes, the manager will give consideration to such factors as the quantities of subject wastes in relation to flows and velocities in the sewers, materials of construction of the sewers, nature of the wastewaters treatment process, capacity of the wastewater treatment plant, degree of treatability of wastes in the wastewater treatment plant, and other pertinent factors. The substances prohibited are:

- A. Any liquid or vapor having a temperature higher than one hundred forty (140) degrees Fahrenheit;
- B. Any water or waste containing fats, wax, grease, or oils, whether emulsified or not, in excess of one hundred (100) mg/l or containing substances which may solidify or become viscous at temperatures between thirty-two (32) degrees Fahrenheit and one hundred fifty (150) degrees Fahrenheit;
- C. Any garbage that has not been properly shredded so that no particles are greater than one-half inch in any dimension. The installation and operation of any garbage grinder equipped with a motor of three-fourths horsepower or greater shall be subject to the review and approval of the manager;
- D. Any waters or wastes containing strong acid iron pickling wastes, or concentrated plating solutions whether neutralized or not;
- E. Any waters or wastes containing iron, chromium, copper, zinc, and similar objectionable or toxic substances; or wastes exerting an excessive chlorine requirement, to such degree that any such material received in the composite sewage at the wastewater treatment works exceeds the limits established by the manager for such materials;
- F. Any waters or wastes containing phenols or other taste-or-odor-producing substances, in such concentrations exceeding limits which may be established by the manager as necessary, after treatment of the composite wastewater, to meet the requirements of the state, federal, or other public agencies or jurisdiction for such discharge to the receiving waters;

- G. Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the manager in compliance with applicable state or federal regulations;
- H. Any waters or wastes having a pH in excess of (9.5);
- I. Materials which exert or cause:
  - 1. Unusual concentration of inert suspended solids (such as, but not limited to, Fullers earth, lime slurries, and lime residues) or of dissolved solids (such as, but not limited to, sodium chloride and sodium sulfate),
  - 2. Excessive discoloration (such as, but not limited to, dye wastes and vegetable tanning solutions),
  - 3. Unusual BOD, chemical oxygen demand, or chlorine requirements in such quantities as to constitute a significant load on the wastewater treatment works,
  - 4. Unusual volume of flow or concentration of wastes constituting "slugs" as defined herein;
- J. Waters or wastes containing substances which are not amenable to treatment or reduction by the wastewater treatment processes employed, or are amenable to treatment only to such degree that the wastewater plant effluent cannot meet the requirements of other agencies having jurisdiction over discharge to the receiving waters.

*(Ord. S-82 § 3-6)*

#### **5.04.180 - Manager's discretion regarding waste discharges.**

If any waters or wastes are discharged, or are proposed to be discharged to the public sewers, which waters contain the substances or possess the characteristics enumerated in this article, and which in the judgment of the manager, may have a deleterious effect upon the wastewater works, processes, equipment, or receiving waters, or which otherwise create a hazard to life or constitute a public nuisance, and/or may cause the district to violate discharge requirements, the manager may:

- A. Reject the wastes;
- B. Require pretreatment as to an acceptable condition for discharge to the public sewers;
- C. Require control over the quantities and rates of discharge; and/or
- D. Require payment to cover the added cost of handling and treating the wastes not covered by existing taxes or sewer charges under the provisions of this article.

If the manager permits the pretreatment or equalization of waste flows, the design and installation of the plants and equipment shall be subject to the review and approval of the manager, and subject to the requirements of all applicable codes, ordinances, and laws.

*(Ord. S-82 § 3-7)*

#### **5.04.190 - Interceptors required.**

Grease, oil, and sand interceptors shall be provided when, in the opinion of the manager, they are necessary for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand, or other harmful ingredients; except that such interceptors shall be of a type and capacity approved by the manager, and shall be located as to be readily and easily accessible for cleaning and inspection.

*(Ord. S-82 § 3-8)*

**5.04.200 - Maintenance of interceptors.**

Where preliminary treatment or flow-equalizing facilities are provided for any waters or wastes, they shall be maintained continuously in satisfactory and effective operation by the owner at his or her expense.

*(Ord. S-82 § 3-9)*

**5.04.210 - Control manhole.**

When required by the manager, the owner of any property serviced by a building sewer carrying industrial wastes shall install a suitable control manhole together with such necessary meters and other appurtenances in the building sewer to facilitate observation, sampling, and safely located, and shall be installed by the owner at his or her expense, and shall be maintained by him or her so as to be safe and accessible at all times.

*(Ord. S-82 § 3-10)*

**5.04.220 - Measurement and tests of waste discharge.**

All measurements, tests, and analyses of the characteristics of waters and wastes to which reference is made in this chapter shall be determined in accordance with the latest edition of Standard Methods for the Examination of Water and Wastewater, published by the American Public Health Association, and shall be determined at the control manhole provided, or upon suitable samples taken at the control manhole. In the event that no special manhole has been required, the control manhole shall be considered to be the nearest downstream manhole in the public sewer to the point at which the building sewer is connected. Sampling shall be carried out by customarily accepted methods to reflect the effect of constituents upon the wastewater works and to determine the existence of hazards to life, limb, and property. (The particular analyses involved will determine whether a grab sample or samples should be taken. Normally, but not always, BOD and suspended solids analyses are obtained from twenty-four (24) hour composites of all outfalls whereas pH's are determined from periodic grab samples.)

*(Ord. S-82 § 3-11)*

**5.04.230 - Preliminary treatment of wastes.**

Liquids and wastes prohibited by this chapter may with proper preliminary treatment be permitted in the district facilities. Permission to discharge will only be considered after plans, specifications and other information has been furnished to the board to indicate that the proposed preliminary treatment reduces, removes or changes the objectionable characteristics or constituents to satisfactory levels. All costs of construction, operation, maintenance, inspection, sampling and testing shall be at the expense of the owner. No construction or connection to the district facilities shall be started until a permit required by the board, and a cash bond to guarantee adequate maintenance and operation of the preliminary treatment facilities is secured.

*(Amended during 2004 codification; Ord. S-82 § 3-12)*

**5.04.240 - Special agreements.**

No statement contained in this article shall be construed as preventing any special agreement or arrangement between the district and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the district for treatment, subject to payment therefore, by the industrial concern.

*(Ord. S-82 § 3-13)*

**5.04.250 - Swimming pool waste.**

No swimming pool waste may be discharged into the district wastewater facilities.

*(Ord. S-82 § 3-14)*

**5.04.260 - Permit required for connection to public sewer.**

No person shall construct a building sewer, lateral sewer or make a connection with any public sewer without first obtaining a written permit from the district and paying all fees and charges as required and doing the work in accordance with the provisions of this chapter.

*(Ord. S-82 § 4-1)*

**5.04.270 - Construction requirements.**

Construction of building and lateral service shall be accomplished according to the California Approved Uniform Plumbing Code as adopted by the board of directors.

*(Ord. S-82 § 4-2)*

**5.04.280 - Separate sewers required for separate lots.**

Building sewers and lateral sewers shall only serve one lot or parcel under a single ownership. Every building or industrial facility must be separately connected with a public sewer if such public sewer exists in the street upon which the property abuts or in an easement which will serve the property. However, one or more buildings, located on property belonging to the same owner may be served with the same sewer during the period of the ownership. Upon the subsequent subdivision and sale of a portion of the lot, the portion not directly connected with such public sewer shall be separately so connected with a public sewer, and it is unlawful for the owner thereof to continue to use or maintain such indirect connection.

*(Ord. S-82 § 4-3)*

**5.04.290 - Use of existing building sewers permitted only upon approval.**

Old building sewers may be used in connection with new buildings only when they are found, upon examination and test by the inspector, to meet all requirements of district.

*(Ord. S-82 § 4-4)*

**5.04.300 - Relations of building drain to sewer lateral.**

A. Where the building drain is sufficiently higher than the end of the lateral sewer to permit the building sewer to slope in accordance with the provisions of this chapter and where the lowest floor

of the building which contains sanitary facilities is at an elevation above the rim of the closest upstream manhole, no special conditions are imposed.

B. Where the lowest floor of the building which contains sanitary facilities is at an elevation below the rim of the closest upstream manhole, but gravity flow from the building drain to the end of the lateral sewer is possible, the owner shall either at his or her cost install a relief valve in the building sewer, at an elevation lower than the above floor elevation or shall agree that the district shall not be responsible for damage caused by an overflow of waste liquid inside the building.

C. Where gravity discharge of wastewater is not possible, the owner shall install equipment to pump the wastewater to the lateral sewer. The discharge pipe shall not be less than two inches inside diameter and shall contain a suitable method of preventing backflow from the lateral sewer.

*(Ord. S-82 § 4-5)*

#### **5.04.310 - Manner of connection of building sewer to lateral sewer.**

The connection of the building sewer into the public sewer shall be made at the lateral sewer if the lateral is available. In easements, connection shall be made at an existing wye. The connection shall be made in the presence of an inspector and under his or her supervision.

*(Ord. S-82 § 4-6)*

#### **5.04.320 - Tests.**

Building sewers shall be tested by plugging the end of the building sewer at its connection with the lateral sewer and completely filling the building sewer with water so that, with a head of ten (10) feet of water, no loss of water occurs during a fifteen (15) minute period of time.

*(Ord. S-82 § 4-7)*

#### **5.04.330 - Abandonment of private wastewater facilities required when public sewer available.**

At such time as a public sewer becomes available to a property served by a private wastewater disposal system, as elsewhere provided in this chapter, a direct connection shall be made to the public sewer in compliance with the rules and regulations of district and any septic tanks, cesspools and similar private wastewater disposal facilities shall be abandoned and they shall be filled with sand or approved suitable material, in accordance with the provisions of the code and any requirements of the State and County Health Departments. No work of abandonment shall be done without a permit issued by the district and without the required inspection.

*(Ord. S-82 § 4-8)*

#### **5.04.340 - Requirements to provide contractor information.**

Prior to commencing any installing of building and/or lateral sewers, the contractor must provide the information requested in WWD Form No. 1 Contracting and Permit Requirements for Installing Building and Lateral Sewers within the Cambria Community Services District incorporated herein by reference.

*(Ord. S-82 § 4-9)*

**5.04.350 - Who may install building sewers.**

Building sewers, together with the related work of connecting the building sewer with the building drain and with the lateral sewer and abandoning septic tanks, cesspools or dry wells shall be done by plumbing contractors and/or sewer contractors duly licensed by the state of California and such other state licensed contractors whose license includes the right to install sewers. The above contractors shall be approved by the manager and may be required to post a bond to guarantee that damage to the district facilities will be repaired. In addition to the above, a property owner shall be granted a permit to install a building sewer on property owned by him or her provided the manager is satisfied that he or she can install and test the building sewer in accordance with the requirements of this chapter.

*(Ord. S-82 § 4-10)*

**5.04.360 - Who may install lateral sewers.**

Lateral sewers may be installed by contractors licensed by the Contractors State License Board in the following classifications: General Engineering (Class A); Plumbing (C-36); Pipeline (C-34); or Sanitary Systems (C-42). Only licensed contractors approved by the district shall be allowed to install lateral sewers within the district. Contractors shall be approved by the general manager or authorized representative, post a minimum of three thousand dollars (\$3,000.00) bond to warranty their work, show proof of liability insurance in the minimum amount of three hundred thousand dollars (\$300,000.00) per occurrence; maintain workman's compensation insurance in accordance with the Labor Code of the state of California, and obtain an encroachment permit from the San Luis Obispo County Engineering Department or CalTrans if the sewer lateral is in a public street or right-of-way. The contractor's work shall be warranted for a period of three years. The district's general manager, may require a higher bond amount based upon the specific installation of a lateral sewer or past performance of a specific contractor that shall not exceed ten thousand dollars (\$10,000.00).

*(Ord. 2-96 § 2)*

**5.04.370 - Installation of wyes.**

When it is necessary to install a wye on a main sewer, the hole in the main sewer pipe shall be cut by an approved sewer tapping machine. The use of chisels to cut the hole will not be permitted. The wye branch shall be a standard vitrified clay pipe manufactured for the purpose and shall be joined to the sewer pipe with an epoxy to form a smooth neat watertight joint with no protrusion into the barrel of the main sewer pipe. All work of cutting and installing shall be done in the presence of an inspector.

*(Ord. S-82 § 4-12)*

**5.04.380 - Protection of excavation.**

All excavations for a lateral sewer or building sewer shall be adequately guarded with barricades and lights so as to protect the public from hazards. Streets, sidewalks, parkways and other property disturbed in the course of the work shall be restored in a manner satisfactory to the district.

*(Ord. S-82 § 4-13)*

**5.04.390 - Maintenance of building sewers.**

Building sewers and appurtenances shall be maintained by the owner of the property served. No maintenance or repair of building sewers which involve uncovering or removing the sewer pipe shall be started without securing a permit except in an emergency in which case a permit will be obtained at the first reasonable opportunity and no work covered until an inspection has been made.

*(Ord. S-82 § 4-14)*

**5.04.400 - Fees and permit required before connecting to public sewers.**

No person shall construct, extend or connect to any public sewer without first obtaining a written permit from the district and paying all fees and connection charges and furnishing bonds as required. The provisions of this section requiring permits shall not be construed to apply to contractors constructing sewers and appurtenances under contracts awarded and entered into by the district.

*(Ord. S-82 § 5-1)*

**5.04.410 - Plans, profiles and specifications required to accompany permit application.**

The application for permit for public sewer construction shall be accompanied by complete plans, profiles and specifications, complying with all applicable ordinances, rules and regulations of district, prepared by a registered civil engineer showing all details of the proposed work based on an accurate survey of the ground. Plans shall include lateral sewers to all lots in a proposed subdivision. The application, together with the plans, profiles and specifications shall be examined by the district engineer who shall, within ten (10) days, approve them as filed or require them to be modified as he or she deems necessary for proper installation. After examination by the district engineer, the application, plans, profiles and specifications shall be submitted to the board at its next regular meeting for its consideration. When the board is satisfied that the proposed work is proper and the plans, profiles and specifications are sufficient and correct, it shall order the issuance of a permit predicated upon the payment of all connection charges, fees and furnishing bonds as required by the district. The permit shall prescribe such terms and conditions as the district finds necessary in the public interest.

*(Ord. S-82 § 5-2)*

**5.04.420 - Subdivisions.**

Prior to the granting of approval by the district to the recording of a final map or of installing any part of the sewer system, the applicant shall have complied with the preceding three sections and shall have entered into an agreement with the board to comply with all applicable provisions of this chapter and to either pay all fees or to post bonds guaranteeing the payment of all fees prior to an agreed date or an agreed event, such as acceptance of the sewers by the district, or clear statements which agree with statements in the State Real Estate Report that all unpaid fees will be paid by the property owner prior to occupancy of the house or other structure.

All sewers and sewage facilities shall be in streets or rights-of-way dedicated for public use or shall be in easements granted to the Cambria Community Services District. If a final subdivision map of a tract is recorded and the work of constructing sewers to serve the tract is not completed within the time limit allowed in the permit, the board may extend the time limit or may complete the work and



take appropriate steps to enforce the provisions of the bond furnished by the subdivider.

(Ord. S-82 § 5-3)

#### **5.04.430 - Easements or rights-of-way for extensions or connections.**

In the event that an easement is required for the extension of the public sewer or the making of connections, the applicant shall procure and have accepted by the district a proper easement or grant right-of-way sufficient in size to allow the laying and maintenance of such extension or connection. The cost of obtaining the easement or right-of-way shall be paid by the applicant. Should the applicant be unable to obtain the easement or right-of-way by negotiation with the owner or owners, and providing the board determines that it is to the interest of the district to have the easement or right-of-way, the board will cause the easement or right-of-way to be condemned and the applicant shall pay all costs incurred by the district.

(Ord. S-82 § 5-4)

#### **5.04.440 - Persons authorized to perform work.**

Only properly licensed contractors shall be authorized to perform the work of public sewer construction within the district. All terms and conditions of the permit issued by the district to applicant shall be binding on the contractor. The requirements of this section shall apply to lateral sewers installed concurrently with public sewer construction.

(Ord. S-82 § 5-5)

#### **5.04.450 - Grade stakes to be set by licensed civil engineer or surveyor.**

Grade and line stakes shall be set by a registered civil engineer, or by a licensed surveyor, prior to the start of work on any public sewer construction. The contractor shall be responsible for accurately transferring grades to grade bars and sewer invert.

(Ord. S-82 § 5-6)

#### **5.04.460 - Compliance with state, county and district rules, regulations and ordinances required.**

Any person constructing a sewer within a public way or easement, shall comply with all state, county, or district laws, ordinances, rules and regulations pertaining to the cutting of pavement, opening, barricading, lighting and protecting of trenches, back-filling and repaving thereof, and shall obtain all permits and pay all fees required by the department having jurisdiction prior to the issuance of a permit by the district.

(Ord. S-82 § 5-7)

#### **5.04.470 - Protection of excavation and restoration after completion.**

The applicant shall maintain such barriers, lights and signs as are necessary to give warning to the public at all times that a sewer is under construction and of each dangerous condition to be encountered as a result thereof. He or she shall also likewise protect the public in the use of the sidewalk against any such conditions in connection with the construction of the sewers. Streets, sidewalks, parkways and other property disturbed in the course of the work, shall be reinstalled in a

manner satisfactory to the district. The applicant or contractor may be required to post a bond to guarantee that repairs to the sewer or to any property disturbed will be made for a period of one year.

*(Ord. S-82 § 5-8)*

#### **5.04.480 - Design and construction standards.**

The minimum standards for design and construction of sewers within the district shall be in accordance with the plans, standards and specifications for Cambria Assessment No. 1, except where requirements of the state or county are more restrictive, in which case the state or county requirements shall govern. The administration, inspection, enforcement and acceptance shall be by the district. The district may permit modifications or may require higher standards. Before acceptance of any sewer by the district, the sewer shall have been tested and all work shall have been completed in full compliance with the standards and the satisfaction of the district's engineer.

*(Ord. S-82 § 5-9)*

#### **5.04.490 - Oversized public sewers.**

When a person is required by the district to install a sewer more than one pipe size larger than required to serve the persons land, the district may either proceed under the provisions of the section on main extensions or may enter into an agreement to pay for the oversizing from funds of the district. The cost of the oversizing to be collected when the lands benefiting from the oversizing are connected to the sewer system.

*(Ord. S-82 § 5-10)*

#### **5.04.500 - Main extension.**

When a person, in order to serve his or her land, is required to construct a public sewer through or adjacent to land which for any reason is not entitled to connect to the proposed sewer, the person may receive a refund of the cost of the sewer providing the person enters into a written agreement with the board. The agreement shall provide that the person will submit plans and specifications and obtain district approval; shall provide any easements required; shall furnish the board certified copies of the cost of the sewer, including costs of engineering and inspection. The board will agree that any person connecting to the main extension shall pay all fees, connection, annexation and other charges as required by this chapter. The board will agree that a portion of the above charges shall be reimbursed to the person who paid for the main extension or to his or her assigns. The amount to be paid for each connection shall not exceed an agreed percentage of the installation costs. No interest shall be paid on such refunds and the term of the agreement shall not exceed ten (10) years. The district shall determine the size of the main extension, the location and size of the wyes and such other appurtenants as may be required.

*(Ord. S-82 § 5-11)*

**5.04.510 - Permit required for connecting with, opening into, altering or disturbing any public sewer system.**

No person shall uncover, make any connections with or opening into, use, alter or disturb any public sewer or appurtenance without first obtaining a written permit from the district.

*(Ord. S-82 § 6-1)*

**5.04.520 - Application for permit.**

Any person legally entitled to apply for and receive a permit shall make such application on forms provided by the district for that purpose. He or she shall give a description of the character of the work proposed to be done and the location, ownership, occupancy and use of the premises in connection therewith. The manager may require plans, specifications or drawings and such other information as he or she may deem necessary.

If the manager determines that the plans, specifications, drawings, descriptions or information furnished by the applicant are in compliance with the ordinances, rules and regulations of the district, he or she shall issue the permit applied for upon payment of the required fees as listed in this chapter.

*(Ord. S-82 § 6-2)*

**5.04.530 - Compliance with permit.**

After approval of the application, evidenced by the issuance of a permit, no change shall be made in the location of the sewer, the grade, materials, or other details from those described in the permit or as shown on the plans and specifications for which the permit was issued except with written permission from the district, the manager or other authorized representative.

*(Ord. S-82 § 6-3)*

**5.04.540 - Application for permit is an agreement.**

The applicant's signature on an application for any permit, shall constitute an agreement to comply with all of the provisions, terms and requirements of this chapter and other ordinances, rules and regulations of the district, and with the plans and specifications he or she has filed with his or her application, if any, together with such corrections or modifications as may be made or permitted by the district, if any. Such agreements shall be binding upon the applicant and may be altered only by the district upon written request for the alteration from the applicant.

*(Ord. S-82 § 6-4)*

**5.04.550 - Classes of permits.**

There shall be classes of permits as follows:

- A. Residential or commercial building sewer permit;
- B. Public sewer construction permit;
- C. Special permit issued with the approval of the board.

*(Ord. S-82 § 6-5)*

**5.04.560 - Annexations.**

An annexation fee shall be paid by the owner or owners of the annexing territory as prescribed elsewhere in this chapter.

*(Ord. S-82 § 6-6)*

**5.04.570 - Connection charges and service charges.**

All connection charges and service charges shall be paid in the manner and amounts specified in the District Fee Schedule.

*(Amended during 2004 codification; Ord. S-82 § 6-7)*

**5.04.580 - Inspection fees.**

Fees for inspection of building sewer, lateral sewers, public sewers and related facilities including but not limited to pump stations, force mains, preliminary treatment facilities, grease or other interceptors, abandonment of septic tanks, cesspools or drywells shall be as specified in this chapter or as determined by the board.

*(Ord. S-82 § 6-8)*

**5.04.590 - Faithful performance bond.**

Prior to the issuance of a permit for lateral sewer construction, the applicant shall furnish to the district a faithful performance bond or cash in the amount of one hundred (100) percent of the estimated cost of the work for each construction job. Where the contractor is performing construction on a year around basis within the Cambria Community Services District, the contractor may either choose to provide a faithful performance bond or cash as stated hereinabove for each job or provide an annual faithful performance bond or cash in the amount of three thousand dollars (\$3,000.00), the bond to be secured by a surety satisfactory to the district general manager or authorized representative. The cash deposit or faithful performance bond shall be conditioned upon the performance of the terms and conditions of the permit and shall guarantee the correction of faulty workmanship and the replacement of defective materials for a period of three years after the date of acceptance. The general manager or authorized representative, may require a higher bond or deposit based on specific installations or past contractor performance. In the event the general manager or authorized representative determines that the lateral sewer installation is faulty or contains defective materials, the contractor shall correct the defect within thirty (30) days of notice by the district. In the event the contractor fails to correct the defect within the prescribed thirty (30) days, the general manager or authorized representative is authorized to utilize the faithful performance bond or cash deposit to correct the defect.

*(Ord. 2-96 § 3)*

**5.04.600 - Disposition of fees.**

All fees collected on behalf of the district shall be shown as revenue in the proper account and the funds deposited in the manner provided by the district.

*(Ord. S-82 § 6-10)*

**5.04.610 - All work to be inspected.**

All sewer construction work and building sewers shall be inspected by an inspector acting for the district to ensure compliance with all requirements of the district. No sewer shall be covered at any point until it has been inspected and passed for acceptance. No sewer shall be connected to the district's public sewer until the work covered by the permit has been completed, inspected and approved by the inspector. If the test proves satisfactory, the inspector shall issue a certificate of satisfactory completion.

*(Ord. S-82 § 6-11)*

**5.04.620 - Written notice may be required.**

It shall be the duty of the person doing the work authorized by permit to notify the district that the work is ready for inspection. District may require the notice to be given in writing. Such notification shall be given not less than forty-eight (48) hours before the work is to be inspected. It shall be the duty of the person doing the work to make sure that the work will stand the test required by the district before giving the above notification. When the inspector finds the work not ready for inspection or when the required test fails, the manager may require an additional fee prior to reinspection or retest.

*(Ord. S-82 § 6-12)*

**5.04.630 - Condemned work.**

When any work has been inspected and the work condemned and no certification of satisfactory completion given, a written notice to that effect shall be given, instructing the owner of the premises, or the agent of such owner, to repair the sewer or other work authorized by the permit in accordance with the ordinances, rules and regulations of the district.

*(Ord. S-82 § 6-13)*

**5.04.640 - All costs paid by owner.**

All costs and expenses incident to the installation and connection of any sewer or other work for which a permit has been issued shall be borne by the owner. The owner shall indemnify the district from any loss or damage that may directly or indirectly be occasioned by the work.

*(Ord. S-82 § 6-14)*

**5.04.650 - Sewer service outside the district.**

The district will not grant permission to connect any lot or parcel of land outside the boundary of the district except that with the permission of the board lands belonging to the state of California or to the federal government may be served under the terms of an agreement and the payment of fees and charges approved by the board.

*(Ord. S-82 § 6-15)*

**5.04.660 - Street excavation permit required.**

A separate permit must be secured from the San Luis Obispo Road Department, the California Department of Transportation, or any other authority having jurisdiction thereover by owners or contractors intending to excavate in public ways for the purpose of installing sewers or making sewer connections.

*(Ord. S-82 § 6-16)*

**5.04.670 - Liability.**

The district and its officers, agents and employees shall not be answerable for any liability or injury or death to any person or damage to any property arising during or growing out of the performance of any work by any such applicant. The applicant shall be answerable for, and shall save the district and its officers, agents and employees harmless from any liability imposed by law upon the district or its officers, agents or employees, including all costs, expenses, fees and interest incurred in defending same or in seeking to enforce this provision. Applicant shall be solely liable for any defects in the performance of his or her work or any failure which may develop therein. Applicant shall obtain property and liability insurance in amounts satisfactory to the district and shall furnish the district with a certificate of the issuance.

*(Ord. S-82 § 6-17)*

**5.04.680 - Time limit on permits.**

If work under a permit is not commenced within six months from the date of issuance or if after partial completion, the work be discontinued for a period of six months, the permit shall therefore become void and no further work shall be done until a renewal of the permit shall have been secured. A ten (10) percent renewal fee shall be paid upon issuance of the renewed permit. Nothing in this section shall be deemed to extend the thirty (30) day period within which a sewer connection must be made under Article III of this chapter.

*(Ord. S-82 § 6-18)*

**5.04.690 - Denial of new water and sewer permits for persons with existing unpaid delinquent bills.**

A. Any person or persons who has a delinquent Community Services District bill will not be permitted to acquire a water or sewer permit until their delinquent bill, including any penalty charges, reconnection charges and deposit have been paid in full as prescribed by existing provisions.

B. Any person or persons who has not paid their delinquent Community Services District bill and who has requested to be placed on the district's water and sewer permit allocation list will be removed from the list at the end of the fifteen (15) day delinquent (red card) billing period and relinquish their position on the list.

*(Ord. 5-82 §§ 1,2)*

**5.04.700 - Liability for violation of ordinances, rules and regulations.**

Any person found to be violating any provisions of this chapter or any other ordinance, rule or regulation of the district, may be served by the manager or other authorized person with written

notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. All persons shall be held responsible for any and all acts of agents or employees done under the provision of this chapter or any other ordinance, rule or regulation of the district. Upon being notified by the manager of any defect arising in any sewer or of any violation of this chapter, the person or persons having charge of the work shall immediately correct the same.

*(Ord. S-82 § 7-1)*

#### **5.04.710 - Continued violation a public nuisance.**

Continued habitation of any building or continued operation of any industrial facility in violation of the provisions of this chapter or any other ordinance, rule or regulation of the district is declared to be a public nuisance. The district may cause proceedings to be brought for the abatement of the occupancy of the building or industrial facility during the period of such violation.

*(Ord. S-82 § 7-2)*

#### **5.04.720 - Disconnection for violation.**

As an alternative method of enforcing the provisions of this chapter or any other ordinance, rule or regulation of the district, the manager shall have the power to disconnect the user or subdivision sewer system from the sewer mains of the district. The manager shall also have the right to discontinue water service to the property where the violation is occurring. Upon disconnection, the manager shall estimate the cost of disconnection and reconnection to the system, and such user shall deposit the cost as estimated, of disconnection and reconnection before such user is reconnected after payment of all costs of disconnection and reconnection.

*(Ord. S-82 § 7-3)*

#### **5.04.730 - Habitation of disconnected premises forbidden.**

During the period of such disconnection, habitation of such premises by human beings shall constitute a public nuisance, whereupon the district shall cause proceedings to be brought for the abatement of the occupancy of the premises by human beings during the period of such disconnection. In such event, and as a condition of reconnection, there is to be paid to the district a reasonable attorney's fee and cost of suit arising in the action.

*(Ord. S-82 § 7-4)*

#### **5.04.740 - Means of enforcement.**

The district declares that the foregoing procedures are established as a means of enforcement of the terms and conditions of its ordinances, rules and regulations and not as a penalty.

*(Ord. S-82 § 7-5)*

#### **5.04.750 - Violation of ordinances, rules and regulations is a misdemeanor.**

Pursuant to Section 6523 of the Health and Safety Code of the state of California, the violation of any of the provisions of an ordinance, rule or regulation of the district by any person shall be punishable by a fine not to exceed one thousand dollars (\$1,000.00), imprisonment not to exceed

one month, or both. Each and every connection or occupancy in violation of any ordinance, rule and regulation of the district shall be deemed a separate violation and each and every day or part of a day a violation of the ordinance, rule or regulation continues shall be deemed a separate offense hereunder and shall be punishable as such.

*(Ord. S-82 § 7-6)*

#### **5.04.760 - Violator liable for any expense loss or damage to the district.**

Any person violating any of the provisions of the ordinances, rules or regulations of the district shall become liable to the district for any expense, loss or damage occasioned by the district by reason of such violation.

*(Ord. S-82 § 7-7)*

#### **5.04.770 - Sewer connection fee.**

A. For purposes of interpreting this section, the following terms shall be defined as in Section 5.04.010

1. Project;
2. Equivalent dwelling unit ("EDU");
3. Table of equivalent dwelling units;
4. Summer season;
5. Commercial project.

B. Except as provided in subsection C of this section, a sewer connection fee shall be assessed against all projects, payable in advance of project sewer connection. The connection fee shall be based upon the number of equivalent dwelling units (EDUs) assigned to the project from the table of equivalent dwelling units. When a project does not conveniently fit into any of the categories delineated in the table of EDUs, the general manager shall compute the required EDUs by developing a project average monthly summer season water demand estimate and then converting to EDUs. The sewer connection fee is defined in the District Fee Schedule.

C. Where the sewer connection fee is shown as having been paid in connection with Cambria Assessment District No. 1, or other numbered district, no additional sewer connection fee shall be paid unless the lot or parcel is divided subsequent to the formation of the above assessment district containing the lot or parcel.

D. Connection fees are subject to the annual percentage increase provided in Title 3 of this code.

E. Commercial project condominium sewers and appurtenances connected to the sewer main extended under the property shall have that portion of the sewer line maintained by the owners of the common area of the project, such as condominium association which, along with the individual owners, shall be responsible for all liabilities. Where the condominium owners choose not to have an association, then each unit must have a separate sewer lateral connected to the adjacent sewer main.

F. In the event the parcel on which a project is proposed already is connected to the district sewer system, the connection fee will be based upon the net increase in EDUs (as determined by the general manager) attributable to the parcel as a result of the new project. If there is no net increase in EDUs attributable to a parcel with existing district sewer service as a result of a new project, there will be no new connection fee or refund of previously paid connection fees.

*(Amended during 2004 codification; Ord. 1-86 § 3: Ord. S-82 § 8-3)*



**5.04.780 - Tax dated real property.**

A parcel which was assessed during improvement district proceedings for the collection system, but upon which the assessment was not paid because the parcel was deeded to the state for non-payment of taxes, will incur an additional charge equal to the assessment involved for that parcel. (Ord. S-82 § 8-3.1)

**5.04.790 - Unassessed real property tax-deeded to the state.**

A parcel which was not assessed during improvement district proceedings for the collection system because such parcel had previously been tax-deeded to the state, shall incur an additional charge equal to the assessment which would have been levied upon it had such parcel been assessed in the manner in which parcels of like kind were assessed during the proceedings.

When such parcel is subsequently redeemed, or purchased from the state by operation of law, or otherwise lawfully acquired, the person thus acquiring title thereto may pay the additional charge in full at the time such title is acquired, or as provided in Section 5.04.790.

(Ord. S-82 § 8-3.2)

**5.04.800 - Payment of charges made in lieu of an assessment.**

Whenever a charge is made against a lot or parcel under conditions set forth in Section 5.04.770 or Section 5.04.780, the owner thereof, subject to the approval of the board as set forth in a letter of agreement between the board and the owner, may elect to pay such charges in five equal annual installments together with such interest at ten (10) percent per year, penalties, costs, and fees as may be required by law or this chapter.

(Ord. S-82 § 8-3.3)

**5.04.810 - Determination of benefit units.**

All property shall have the benefit units and assessment determined in accordance with the following:

- A. Any property two thousand (2,000) square feet in area, or less equals one benefit unit.
- B. Any property two thousand one (2,001) square feet to five thousand (5,000) square feet in area equals 1.2 benefit units.
- C. Any property over five thousand (5,000) square feet in area will be assessed 0.1 benefit units for each additional one thousand (1,000) square feet of area in addition to the basic benefit unit charge - 1.2 benefit units + 0.1 (No. of Ft<sup>2</sup>/1,000 ft<sup>2</sup>) benefit units.
- D. Property will be assessed only to a depth of two hundred (200) feet.

A lateral will be furnished at no cost to the served property through which there is a sewer easement, provided, however, that such laterals will be constructed within the easement and will not be constructed beyond the easement boundary.

- E. A connection fee is defined in the District Fee Schedule and will be assessed to each property being served by the collection system and the treatment plant. The connection fee is based on a four inch lateral installed according to district requirements at owners expense.
- F. Property will be assessed only to a depth of two hundred (200) feet.
- G. Zero benefit units will be assigned to any lot or parcel in the assessment district that is not benefited by the collection system.

H. The engineer will determine how corner properties and properties which are exceptions will be assessed to most equitably serve both the property and the assessment district.

*(Amended during 2004 codification; Ord. S-82 § 8-6)*

#### **5.04.820 - Sewer service charge to unoccupied property.**

After a property has been connected to a sewer system, sewer service charges shall continue to accrue whether the property is occupied or not, unless the improvements thereon are removed or destroyed.

*(Ord. S-82 § 8-8)*

#### **5.04.830 - Sanitation funds.**

Money received from permits, inspection, plan check, connection, annexation or other fees and from sewer service charges shall be deposited in the fund accounts as hereinafter designated and the expenditures from the funds shall be in accordance with the uses permitted.

*(Ord. S-82 § 8-9)*

#### **5.04.840 - Operating account.**

This account shall receive all monies from permits, inspection, plan check fees, sewer service charges, penalties and miscellaneous revenue including gifts and grants to the district for purposes detailed below.

The monies so received shall be used for operation, maintenance, and repairs to the wastewater facility including the collection system and water quality control plant. Also included are supplies, tools, spare parts, chemicals, salaries, laboratory equipment and supplies, training of personnel, dues to organizations related to liquid waste disposal and cost of attending conferences and a reasonable amount for general and administration expenses.

Expenditures from this operating account shall not be used for capital purposes.

Expenditures from the operating account shall be based on an annual budget prepared by the manager and approved by the board. The budget shall contain sufficient detail to enable proper control of the operating funds. The budget will contain a reasonable sum for contingencies.

All income from the source listed above which is in addition to the amount budgeted shall be placed in the capital improvement account.

*(Ord. S-82 § 8-10)*

#### **5.04.850 - Capital improvement account.**

This account shall receive all monies from connection and annexation fees, interest on capital funds, gifts and grants to the district for capital improvements, surplus revenue from the operating account as determined above.

The monies so received shall be used only for capital improvements such as enlarging the water quality control plant, installing larger pump stations, installing new or larger sewer pipes, force mains or related facilities, repayment to the district of funds advanced from water revenue, to repay loans or advances from any source borrowed to finance capital improvements or for placing in a special

fund to be used to guarantee the repayment of principal and interest on bonds issued pursuant to any improvement act proceedings, purchase of land for plant enlargement or for water reclamation processes, to pay for engineering, administration, legal or other costs related to any capital improvements of the wastewater facilities.

Funds in the capital improvement account shall be deposited in interest bearing accounts in a manner approved by the board. Expenditures from this account shall be based on a budget or on an engineer's estimate which has been approved by the board.

Nothing in this section shall prevent the board from authorizing expenditure of capital improvement fund to repair damage caused by a catastrophic event where the health of the community is endangered and when other funds are not available.

*(Ord. S-82 § 8-11)*

#### **5.04.860 - Division of land and bond.**

To ensure proper planning, administrative, and fiscal controls over use of public sewers and orderly community development, if any lot or parcels of land upon which there is an unpaid assessment is proposed to be divided, either by means of lot split provisions or the Subdivision Map Act, the owner of the lot or parcel shall make application in writing to the district, indicating the proposed division by a map or sketch.

Upon submittal of the application to the district, the owner will initiate action at the county tax collector's office to have the lot or parcel separately valued for tax and assessment purposes.

Upon submittal of the application, the district will inform the owner of any requirements to be met in fulfilling the provisions of district ordinances, rules, and regulations with respect to the installation of new on-site water or sewer lines, fire hydrants, safety devices, and the like, or improvement to such existing on-site facilities. The cost of such installation or improvement to be borne by the owner; and the district will inform the owner that the county planning director will require the owner to submit, with his or her preliminary map, a letter from the district setting forth the availability of water and sewer facilities required for the proposed lot split or subdivision, which letter the district will furnish upon request of the owner and his or her agreement to fulfill the requirements of the aforesaid ordinances, rules and regulations.

*(Ord. S-82 § 8-12)*

#### **5.04.870 - Rendering of sewer bills.**

The sewer service charge and other charges shall be sent to the owner of the property, except that where the owner of the property has made arrangements with the manager by letter or on forms provided to have the bills sent to the occupant of the property or to the owner's agent. However, in case of nonpayment of bills, the property owner shall be liable for the payment of the bills and any penalties. Sewer bills sent with the water bill, shall be itemized separately, and shall cover the same period of time as the water bill.

*(Ord. S-82 § 9-1)*

#### **5.04.880 - Commencement of service charge.**

The service charge shall accrue beginning on the first day of the month following the connection to the sewer system or following the beginning of water service, which ever is later.

Existing improved property in an assessment district shall accrue a sewer service charge on the first of the month following connection to the sewer system.

*(Ord. S-82 § 9-2)*

#### **5.04.890 - Discontinuance of sewer service.**

If all the delinquent bills, administrative charges and penalties have not been paid to the required amount within fifteen (15) days after the posting of the notice of disconnection, the manager shall disconnect the sewer where such property has been previously served by a sewer, or the manager may discontinue water service to the property, and shall post on the property a notice that the property shall not be occupied or used by human beings or any wastewater produced thereon until the sewer is reconnected. The cost of disconnecting the sewer and reconnecting it, together with all other amounts due, must be paid in cash or cashier's check or certified check at the time application is made for reconnection. It is unlawful for any person to inhabit a disconnected property or produce any wastewater thereon until the property has been reconnected. Service charges shall continue to accrue during the period of such disconnection.

*(Ord. S-82 § 9-4)*

#### **5.04.900 - Termination of service upon abandonment.**

In the event all structures in which wastewater is produced are removed from a property served by the sewer system, or in the further event that all structures in which wastewater may be produced are permanently abandoned and are not used, the manager may terminate service to the property if the manager deems such abandonment to be permanent. Services charges shall thereupon be suspended. The manager shall, if he or she deems it necessary to protect the wastewater system, physically plug the lateral sewer at its connection to the building sewer and the cost of plugging and reconnecting shall be paid prior to restoring service to the property. Thereafter, the property shall not be occupied by humans nor shall any wastewater be produced thereon until service has been restored as herein provided. If the property is occupied by human beings or any wastewater is produced thereon before the service has been restored, the manager shall have authority to disconnect the property without further notice.

*(Ord. S-82 § 9-5)*

#### **5.04.910 - Delinquent charges to become a lien.**

Charges of any kind more than sixty (60) days delinquent plus penalties and interest thereon when recorded as provided in Article IV, Chapter 6 of Part 3 of Division 5, Health and Safety Code of California, shall constitute a lien upon the real property served, except that no such lien shall be created against any publicly owned property. Such lien shall continue until the charge, penalties, and interest thereon are fully paid, or until the property is sold therefore, or until otherwise extinguished by operation of law.

In the event that a lien is filed, or any action at law is commenced for the collection of such delinquent charge, the district shall compute the amount of the charge plus penalties, disconnection fees, and interest on the sum thereof at the rate of one-half of one percent per month from the date of delinquency, and shall report the total of such computation to the county auditor for inclusion on

the tax rolls. A copy of such report shall be recorded with the county recorder.

*(Ord. S-82 § 9-6)*

**5.04.920 - Prepayment of delinquent and other charge prior to reconnection.**

After a building sewer has been disconnected from the sewer system, it shall not be reconnected until all delinquent charges plus penalties, all charges which have accrued since the time of disconnection, and the estimated cost of reconnection have been paid and any required guarantee for the payment of bills has been made, except as otherwise provided herein. All amounts required to be paid shall be paid before the building sewer is reconnected to the sewer system.

*(Ord. S-82 § 9-7)*

**5.04.930 - Addition of unpaid fees and charges to the tax roll.**

On or before July 15th of each calendar year, the general manager shall prepare a list of persons owing connection fees, service charges, penalties and other charges. The manager, immediately upon preparing such a list, shall follow procedures for notice and hearing set forth in Article IV of Chapter 6 of Part 3 of Division 5 of the Health Safety Code of the state of California and upon the completion of same, a delinquent list shall be transmitted before August 10th of such year to the county auditor for addition to the assessment roll as provided for in Article IV of Chapter 6 of Part 3 of Division 5 of the Health and Safety Code of the state of California.

*(Ord. S-82 § 9-8)*

### CAMBRIA COMMUNITY SERVICES DISTRICT MAP CHANGE REQUEST FORM

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_ GPS LOCATION \_\_\_\_\_

CURRENT MAP ADDRESS: \_\_\_\_\_

ATLAS PAGE NUMBER: \_\_\_\_\_ BASIN NUMBER: \_\_\_\_\_

STREET ADDRESS OR LOCATION: \_\_\_\_\_

REASON FOR CHANGE:

- |  |  |
|--|--|
| <input type="checkbox"/> MANHOLE FOUND           | <input type="checkbox"/> NO MANHOLE AT THIS LOCATION |
| <input type="checkbox"/> NEW CONSTRUCTION        | <input type="checkbox"/> CHANGE IN PIPE SIZE         |
| <input type="checkbox"/> NO PIPE CONNECTION      | <input type="checkbox"/> ADDITION OF CONNECTION      |
| <input type="checkbox"/> CLEANOUT, NOT MANHOLE   | <input type="checkbox"/> MANHOLE, NOT CLEANOUT       |
| <input type="checkbox"/> ORIENTATION OF PIPELINE | <input type="checkbox"/> OTHER: _____                |
| <input type="checkbox"/> DOES NOT LINE UP ON MAP | _____  |

SKETCH CHANGES OR ATTACH A COPY OF MAP WITH EDIT ON IT:

SUBMIT THIS REQUEST FORM TO THE OPERATOR OFFICE.

INTERNAL OFFICE ONLY:

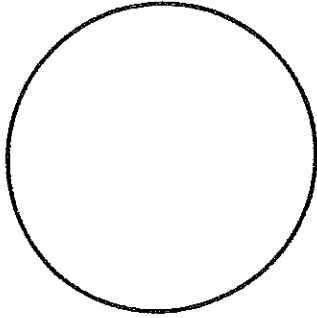
DATE CHANGE MADE: \_\_\_\_\_ NEW MAP ADDRESS: \_\_\_\_\_

DISTRIBUTION:  DISTRICT ENGINEER  WASTEWATER/WATER DIVISION

## **CAMBRIA COMMUNITY SERVICES DISTRICT ENHANCED MAINTENANCE AREAS**

- 1. Burton Road and Pine Ridge Drive**
- 2. Dorset Street and White Hall Avenue**
- 3. Fern Drive and Emerson Road**
- 4. Main Street through Burton Road**
- 5. Hastings Street**
- 6. Moonstone Beach Drive and Weymouth Street**
- 7. Wilton Drive and Ramsey Street**

### Cambria Community Services District Manhole Inspection Form

						Date: _____
Manhole No.:	_____				Depth:	_____
Frame Centered:	_____				Collar Intact:	_____
Surface:	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Concrete	<input type="checkbox"/> Soil	<input type="checkbox"/> Landscaping	<input type="checkbox"/> Above Grade	<input type="checkbox"/> Below Grade
Pipe Material						
Inlet Pipe	<input type="checkbox"/> VCP	<input type="checkbox"/> Concrete	<input type="checkbox"/> DI	<input type="checkbox"/> Cast Iron	<input type="checkbox"/> PVC	<input type="checkbox"/> Other
Outlet Pipe	<input type="checkbox"/> VCP	<input type="checkbox"/> Concrete	<input type="checkbox"/> DI	<input type="checkbox"/> Cast Iron	<input type="checkbox"/> PVC	<input type="checkbox"/> Other
	If Other: _____					
MH Material	<input type="checkbox"/> Brick	<input type="checkbox"/> Concrete	<input type="checkbox"/> HDPE	<input type="checkbox"/> Other		
Evidence of I/I	_____				Solids in Channel:	_____
					No. of Inlets:	_____
Diagram:						Photo No.:
						_____



Wastewater CIP - Capital Improvement Program

DRAFT - For Discussion Only

5/16/2018 revision 11:41am

Table with columns: Line/Project No., Total Project Estimate, Outside Grant Funding, Ops Budget Account #, Expansion [X], Replacement [R], % X, % R, % O, Priority Ranking, Mid Year, Budget Year (FY16/17 to FY26/27), Total, Check of total. Includes sections for Wastewater Treatment Plant Projects, Collection System Projects, Wastewater Maintenance Projects (non-CIP), and Vehicles and Trailer-Mounted Equipment.

Summary table with columns: Priority Level (1-4), and Budget Year (FY16/17 to FY26/27). Rows show cumulative totals for each priority level and overall totals.

# SANITARY SEWER OVERFLOW

WDR REPORTING PACKET

PREPARED BY APT WATER SERVICES, LLC  
UPDATED APRIL 2018

## **THIS PACKET CONTAINS:**

- 1. RESPONSE TO SSO CHECKLIST AND CONTACT LIST**
- 2. COLLECTION SYSTEM EVENT CALLOUT DATA SHEET**
- 3. SPILL CATEGORY DEFINITIONS GUIDE**
- 4. NOTIFICATION, REPORTING, MONITORING, & RECORD KEEPING REQUIREMENTS**
- 5. FLOW ESTIMATION GUIDE**
- 6. SANITARY SEWER OVERFLOW (SSO) SOP**
- 7. SSO FACTS AND GUIDELINES**
- 8. PROP 65 FORM**

**1. RESPONSE TO SANITARY SEWER OVERFLOW (SSO) CHECKLIST**

- Contact General Manager to notify of Spill.**
- Call to dispatch equipment. If working with a contractor, verify that they are providing assistance. REMEMBER CONTAINMENT IS THE KEY!**
- Warm up truck and equipment. Take with you CAMERA, GPS, AND REPORTING PACKET. Fill 2 to 4 liters of sodium hypochlorite for disinfection.**
- Dispatch to overflow site safely and set up traffic control.**
- Remove blockage and restore flow. Determine cause of blockage.**
- Notify the following authorities within 2 HOURS of becoming aware of overflow:**
- Clean up any contained portion and Disinfect area. Determine the amount of the spill using the picture guide. Determine the amount recovered by how much is in the Vacon tank.**
- If spill reached the storm drain and migrated to a river outlet, samples for total and fecal coliform will need to be collected and health warning signs posted immediately.**
- Fill out the Collection System Event Callout Data Sheet completely. All blanks must be filled in, including the GPS location. Reports need to be sent in to all agencies within 24 hours. Give report to supervisor.**
- Fill out Prop 65 form and fax to CRWQCB and County Environmental Health.**
- Fill out SSO on CIWQS**

KEY CONTACTS

CONTACT	TITLE	PHONE NUMBER
<b>CAMBRIA COMMUNITY SERVICES DISTRICT (CCSD)</b>		<b>24/7 EMERGENCY CALLS: 805-927-6223</b>
Jerry Gruber	General Manager	Office: 805-927-6230 Cell: 909-273-3954 Fax: 805-927-5584
John Allchin	Wastewater Department Supervisor/ Chief Plant Operator	Office: 805-927-6251 Cell: 805-550-8428 Fax: 805-927-0178
Robert Gresens	District Engineer	Office: 805-927-6119 Cell: 805-909-2210
Toni Artho	WW III Operator	Office: 805-927-6250 Cell: 805-801-3933
Delon Blackburn	WW II Operator	Office: 805-927-6250 Cell: 805-703-3309
Tim O'Marr	WW II Operator	Office: 805-927-6250 Cell: 805-458-1353
Jason Vormbaum	WW OIT	Office: 805-927-6250 Cell: 805-710-6315
<b>EMERGENCY CONTRACTORS</b>		
Dechance Construction	Emergency Contractor – sewer and force main repairs	805-489-7310
D-Kal Engineering	Emergency Contractor – sewer and force main repairs	805-543-7758

FRM	Emergency Contractor – Lift Station Repairs, contracted vacuum removal (Vactor) of sewer obstructions	805-441-5318
Alpha Electrical Service: Kevin Piper Jim Rady	Emergency Contractor - power supply and electrical controls	Cell: 805-235-4728 Cell: 805-459-4897
Tough Automation Andy Thompson	Lift Station Controls, SCADA, and programmable logic controller (PLC) updating and troubleshooting	Cell: 805-400-9015
Al’s Septic Pumping Service	Emergency Contractor  Sewer line pumping/SSO cleanup responses	805-528-0432
North Coast Tree Services	Placement & filling of sandbags, tree & brush removal	805-927-8525
Professional Pipe Services (aka Pro Pipe)	Sewer Cleaning, Trenchless Repair, and CCTV Inspection Contractor	909-598-9743
<b>TRAFFIC CONTROL</b>		
Associated Traffic Safety	Flagging & signage	805-461-1600
Traffic Management Inc.	Traffic control plans, permitting	805-585-4986
<b>EROSION CONTROL &amp; SITE RESTORATION SUPPLIES</b>		
Pacific Soil Stabilization	Specialty erosion control supplies, including biodegradable swaddles, dechlorination tablets, etc.	(805) 925-7737
S & S Seed	Native grass mixes for hydro-seeding & related restoration applications	(805) 684-0436
Dorman Hydroseeding	hydroseeding	(805) 466-2555

<b>ENVIRONMENTAL MONITORING</b>		
Cindy Cleveland Biological Services	Biological monitoring services	805-234-3759
Kevin Merk Associates	Biological monitoring services	805-748-5837
<b>REGULATORY AGENCIES (Potential impacts on surface water, groundwater, fish or wild animals)</b>		
Cal OES Warning Center	<p><b>Required of sewage spills of 1,000 gallons or more.</b></p> <p><b>Notification required within 2 hours for any Class I SSO that is uncontained and enters a waterway, storm drain or ocean.</b></p>	<p>First Call 9-1-1</p> <p>Then call Cal OES at 800-852-7550, or 916-845-8911</p>
Central Coast Regional Water Quality Control Board	Jon Rokke – regulatory representative for compliance and notifications	<p>Office: 805-549-3892</p> <p>Cell: 805-574-4149</p>
Division of Drinking Water (District 6)	Jeff Densmore	805-566-1326
Monterey Bay National Marine Sanctuary	<p><b>SSOs that could impact the ocean</b></p> <p>Scott Kathey</p>	<p>Office: 831-647-4203</p> <p>Fax: 831-647-4250</p> <p>Direct: 831-647-4251</p>
California Department of Fish and Wildlife - Central Region (Region 4)	<p>Julie Vance</p> <p>Jim Solis</p>	<p>559-243-4005</p> <p>831-649-2817</p>
U.S. Fish & Wildlife Service	Denise Steurer	805-644-176
National Marine Fisheries	Anthony Spina	562-980-4045
California Coastal Commission	Steve Monowitz	831-427-4863
California State Parks Hilltop Dispatch	Any Beach affected areas	<p>805-927-2068</p> <p>805-927-2171</p> <p>805-927-2069</p>

County Environmental Health	Spill line	805-781-5544  Fax: 805-781-4211
Sheriff's Administration	If after hours or on land	805-781-4550
<b>NEWS AGENCIES</b>		
Cambrian Newspaper	Kathe Tanner (North Coast Reporter)	805-927-4708
KTEA (Local Cambria Radio Station)	Office	805-924-0103
KSBY (Local SLO County TV Station)	Newsroom	805-597-8400



2. COLLECTION SYSTEM EVENT CALLOUT DATA SHEET

**COLLECTION SYSTEM EVENT CALLOUT DATA SHEET**

**\*ALL BLANKS MUST BE COMPLETED!\***

Report prepared by: \_\_\_\_\_

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

Date the call was received:	
Time the call was received:	
Name of caller:	
Phone number of caller:	
Caller's Association (ex. CCSD, SPPD, Public Works)	
Site Address:	
Nearest Cross Street:	
Call issued to:	
Date and Time of Response:	
Name of Responder(s):	
Brief explanation of callout:	

1. Estimated spill volume:				
1a. Category of spill (1, 2 or 3)				
2. Did the spill discharge to a drainage channel and/or ocean?				
3. Did the spill discharge to a storm drainpipe that was not fully captured and returned to the sanitary sewer system?				
4a. Was this a private lateral spill?				
4b. If yes to 4, fill out the following information: NAME:  ADDRESS:   PHONE:				
5. Spill location name:				
6. Latitude of spill location:	Deg:	Min:	Sec:	Decimal:
7. Longitude of spill location:	Deg:	Min:	Sec:	Decimal:
8. Street number:				
9. Street direction:				
10. Street name:				
11. Street type:				
12. Suite/Apt:				
13. Cross street:				
14. District				

15. State	
16. Zip Code:	
17. County:	
18. Spill location description:	
19. Regional Water Quality Control Board Contact:	Jon Rokke 805-349-3892
20. Spill appearance point:	
21. Spill appearance point explanation:	
22. Did the Spill discharge to a drainage channel and/or surface water?	YES OR NO
23. Did the spill discharge to a storm drainpipe that was not fully captured and returned to the sanitary sewer system?	YES OR NO
24a. Private lateral spill?	YES OR NO
24b. If yes to 24a, name of responsible party.	
25. Final spill destination: Check all that apply.	<input type="checkbox"/> Ocean <input type="checkbox"/> Creek <input type="checkbox"/> Building or Structure <input type="checkbox"/> Other paved surface <input type="checkbox"/> Storm drain <input type="checkbox"/> Street Curb/gutter <input type="checkbox"/> Surface Water <input type="checkbox"/> Unpaved Surface <input type="checkbox"/> Other- please explain:
26. Estimated volume of spill recovered: *Refer to volume guide	

<p>27. Estimated volume of spill that reached surface water, drainage channel, or not recovered from a storm drain:</p>	
<p>28. Estimated spill start date/time: *Use Military time</p>	
<p>29. Date and Time sanitary sewer agency was notified of or discovered spill:</p>	
<p>30. Estimated Operator arrival date/time: *Use military time</p>	
<p>31. Estimated spill end date/time: *Use military time</p>	
<p>32. Spill cause and description:</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Debris</li> <li><input type="checkbox"/> Flow exceeded capacity</li> <li><input type="checkbox"/> Grease Deposition FOG</li> <li><input type="checkbox"/> Operator error</li> <li><input type="checkbox"/> Pipe Structural Problem/failure</li> <li><input type="checkbox"/> Pump Station Failure</li> <li><input type="checkbox"/> Rainfall exceeded design</li> <li><input type="checkbox"/> Root intrusion</li> <li><input type="checkbox"/> Vandalism</li> <li><input type="checkbox"/> Other- explain:</li> </ul>
<p>33. If spill caused by wet weather, choose size of storm:</p>	
<p>34. Diameter of sewer pipe at point of blockage or spill cause: (in inches)</p>	
<p>35. Material of sewer pipe in applicable:</p>	
<p>36. Estimated age of sewer pipe is applicable:</p>	
<p>37. Description of terrain surrounding point of blockage or spill cause if applicable:</p>	

38. Spill response activities. Describe how spill was stopped and cleaned up:	
39. Spill response completion date:	
40. Were health warnings posted?	YES OR NO
41. Name of impacted rivers or streams if applicable:	
42. Name of impacted surface water if applicable:	
43. Is there an ongoing investigation?	YES OR NO
44. Water quality sample analyzed for:	
45. Water quality sample results reported to:	<input type="checkbox"/> County Health Agency <input type="checkbox"/> Regional Water Quality Control Board <input type="checkbox"/> No Water quality samples taken <input type="checkbox"/> Not applicable to this spill
46. Spill corrective action taken: Check all that apply.	<input type="checkbox"/> Added sewer to preventive maintenance program <input type="checkbox"/> Adjusted schedule/method of preventative maintenance <input type="checkbox"/> Enforcement action against FOG source <input type="checkbox"/> Plan rehabilitation or replacement of sewer <input type="checkbox"/> Repaired sewer <input type="checkbox"/> Other- explain
47. OES Control Number #	800-852-7550
48. OES called date and time:	
49. County Health Agency Notified:	YES OR NO Phone: 805-781-5544 Fax: 805-781-4211  After Hrs Phone: 805-781-4550
50. County Health agency notified date/time:	
51. Regional Water Quality Control Board notified date/time:	

52. Other Agency Notified:	
53. Was any of this spill report information submitted via fax to the Regional Water Control Board?	
54. Date and Time spill report was submitted via email to the Regional Quality Control Board:	

### 3. SPILL CATEGORY DEFINITIONS

For the purposes of reporting, SSOs fall into one of three categories. The definitions for each Category are listed in the table below.

CATEGORIES	DEFINITIONS [see Section A on page 5 of SSS WDR <sup>1</sup> for SSO definition]
<b>CATEGORY 1</b>	Discharges of untreated or partially treated wastewater of <b>any volume</b> resulting from an enrollee’s sanitary sewer system failure or flow condition that: <ul style="list-style-type: none"> <li>• Reach surface water and/or reach a drainage channel tributary to a surface water; or</li> <li>• Reach a Municipal Separate Storm Sewer System (MS4) and are not fully captured and returned to the sanitary sewer system or not otherwise captured and disposed of properly. Any volume of wastewater not recovered from the MS4 is considered to have reached surface water unless the storm drain system discharges to a dedicated storm water or groundwater infiltration basin (e.g., infiltration pit, percolation pond).</li> </ul>
<b>CATEGORY 2</b>	Discharges of untreated or partially treated wastewater of <b>1,000 gallons or greater</b> resulting from an enrollee’s sanitary sewer system failure or flow condition that <b>do not</b> reach surface water, a drainage channel, or a MS4 unless the entire SSO discharged to the storm drain system is fully recovered and disposed of properly.
<b>CATEGORY 3</b>	All other discharges of untreated or partially treated wastewater resulting from an enrollee’s sanitary sewer system failure or flow condition.
<b>PRIVATE LATERAL SEWAGE DISCHARGE (PLSD)</b>	Discharges of untreated or partially treated wastewater resulting from blockages or other problems <b>within a privately-owned sewer lateral</b> connected to the enrollee’s sanitary sewer system or from other private sewer assets. PLSDs that the enrollee becomes aware of may be voluntarily reported to the California Integrated Water Quality System (CIWQS) Online SSO Database.

<sup>1</sup> [https://www.waterboards.ca.gov/board\\_decisions/adopted\\_orders/water\\_quality/2006/wqo/wqo2006\\_0003.pdf](https://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2006/wqo/wqo2006_0003.pdf)

4. NOTIFICATION, REPORTING, MONITORING, & RECORD KEEPING REQUIREMENTS

ELEMENT	REQUIREMENT	METHOD
<p><b>NOTIFICATION</b> (see section B of SSS MRP)</p>	<ul style="list-style-type: none"> <li>• Within two hours of becoming aware of any Category 1 SSO <b>greater than or equal to 1,000 gallons discharged to surface water or spilled in a location where it probably will be discharged to surface water</b>, notify the California Office of Emergency Services (Cal OES) and obtain a notification control number.</li> </ul>	<p>Call Cal OES at: <b>(800) 852-7550</b></p>
<p><b>REPORTING</b> (see section C of SSS MRP)</p>	<ul style="list-style-type: none"> <li>• <b>Category 1 SSO:</b> Submit draft report within three business days of becoming aware of the SSO and certify within 15 calendar days of SSO end date.</li> <li>• <b>Category 2 SSO:</b> Submit draft report within 3 business days of becoming aware of the SSO and certify within 15 calendar days of the SSO end date.</li> <li>• <b>Category 3 SSO:</b> Submit certified report within 30 calendar days of the end of month in which SSO the occurred.</li> <li>• <b>SSO Technical Report:</b> Submit within 45 calendar days after the end date of any Category 1 SSO in which 50,000 gallons or greater are spilled to surface waters.</li> <li>• <b>“No Spill” Certification:</b> Certify that no SSOs occurred within 30 calendar days of the end of the month or, if reporting quarterly, the quarter in which no SSOs occurred.</li> <li>• <b>Collection System Questionnaire:</b> Update and certify every 12 months.</li> </ul>	<p>Enter data into the CIWQS Online SSO Database (<a href="http://ciwqs.waterboards.ca.gov/">http://ciwqs.waterboards.ca.gov/</a>), certified by enrollee’s Legally Responsible Official(s).</p>
<p><b>WATER QUALITY MONITORING</b> (see section D of SSS MRP)</p>	<ul style="list-style-type: none"> <li>• Conduct water quality sampling <b>within 48 hours</b> after initial SSO notification for Category 1 SSOs in which 50,000 gallons or greater are spilled to surface waters.</li> </ul>	<p>Water quality results are required to be uploaded into CIWQS for Category 1 SSOs in which 50,000 gallons or greater are spilled to surface waters.</p>
<p><b>RECORD KEEPING</b> (see section E of SSS MRP)</p>	<ul style="list-style-type: none"> <li>• SSO event records.</li> <li>• Records documenting Sanitary Sewer Management Plan (SSMP) implementation and changes/updates to the SSMP.</li> <li>• Records to document Water Quality Monitoring for SSOs of 50,000 gallons or greater spilled to surface waters.</li> <li>• Collection system telemetry records if relied upon to document and/or estimate SSO Volume.</li> </ul>	<p>Self-maintained records shall be available during inspections or upon request.</p>



5. FLOW ESTIMATION GUIDE



## 6. SANITARY SEWER OVERFLOW (SSO) SOP

### 1. RESPONDING TO A SEWER BACK-UP/OVERFLOW:

- a) Once you receive a call or call-out for a sewer back-up/overflow, proceed immediately to the reported location of the overflow.
- b) Upon arriving at the location and determining that the report is, in fact, a sewer back-up/overflow within your service area, contact the Chief or Senior Operator or another employee for assistance with the Vactor Truck in order to clear the blockage.

### 2. SECURING THE AREA:

- a) After contacting Cambria CSD Staff to respond to the Sewer Back-Up/Overflow, secure the area with safety cones and wait until Staff arrives with Vactor Truck and/or all Spill Response Equipment to clear and or clean the blockage or spill.
- b) If the Sewer Back-Up/Over Flow is in a high traffic area contact the Sheriff's Administration and request traffic control:

**Sheriff's Administration: 805-781-4550**

**If after hours call: 911**

- c) Once Staff has cleared the Sewer Back-Up/Over Flow, clean up and wash down the area affected by the Sewer Back-Up/Overflow per Cambria CSD procedures.
- d) You are to **REMAIN AT THE SITE** until Staff has completed clearing the Sewer Back-Up/Over Flow and has washed down, cleaned, and secured the area.

### 3. SAFETY VESTS AND LIGHT BARS:

- a) You are to wear your safety vest at all times when working in the street or whenever and where ever your safety is at the **SLIGHTEST POSSIBLE RISK!**

## 7. SSO FACTS AND GUIDELINES

- **RESPOND SAFELY!** Be aware of the dangers. Arrive on site wearing the proper personal protective equipment (PPE), including a safety vest, rubber gloves, and steel-toed boots. Watch for oncoming traffic.
- **ABSOLUTELY NO SMOKING!** Sewer gases may be present creating an explosive environment.
- **CONTAINMENT IS THE KEY!** We want to contain any overflow from reaching the storm drain and direct the flow so that there is minimal public exposure.
- **WHERE IS THE OVERFLOW COMING FROM?** Identify the source; is it coming from the street (i.e. Manhole lids) or from private property (i.e. A cleanout)?
- **LATERAL LINES ARE PRIVATE PROPERTY:** If an overflow is caused by a blockage on a private property lateral line, it is the owner's responsibility to remove the blockage and clean the area. If the overflow has reached the street, we will clean only the area on public property.
- **ONLY HYDRANT FLUSH WHEN DIRECTED:** Typically, the less water used the better. Only in cases when there are no storm drains present, traffic is controlled, containment is set up, and vacuum equipment is on site can flushing be used.
- **DISINFECTION:** Apply environmental biodegradable cleaning and masking agent after cleanup. Do not allow any disinfectant to go down a storm drain that cannot be removed.
- **LEAVE IT CLEAN!** Do not leave the area without having the area properly disinfected and cleaned. Leave no trash or debris where it could come in contact with the public. Do not dispose of contaminated items down a storm drain. Do not leave any containment material in the street. If a private property has become contaminated due to a collection system blockage, communicate to them the disinfection method and clean up procedures. A professional restoration service may need to be called out to perform further clean up.

8. PROP 65 FORM

PROPOSITION 65 REPORT FORM

DATE REPORT TAKEN: _____		TIME REPORT TAKEN: _____	LOG NUMBER: _____
NAME OF PERSON TAKING REPORT: _____			
NAME OF PERSON REPORTING: _____		JOB TITLE POSITION: _____	
AGENCY COMPANY NAME: _____		AGENCY COMPANY PHONE NUMBER: _____	
AGENCY COMPANY ADDRESS: _____			
DATE OF INCIDENT _____	TIME OF INCIDENT: _____		AMOUNT _____
NAME / DESCRIPTION OF "SUSPECTED" MATERIAL INVOLVED: _____ _____ _____ _____			PHYSICAL STATE:
			<input type="checkbox"/> SOLID
			<input type="checkbox"/> LIQUID
			<input type="checkbox"/> GAS
			<input type="checkbox"/> OTHER
HOW DID THIS INCIDENT HAPPEN? _____ _____ _____ _____ _____			
ADDRESS / LOCATION OF INCIDENT (Complete 'Line 1' or Line 2')			
LINE 1: Address: _____		City: _____	
(please specify - STREET, BOULEVARD, AVENUE, ETC.)			
LINE 2: Location: _____		NOTE: <i>Specify Location such as 'Brown Barranca'.</i>	
ACTION TAKEN: _____ _____ _____ _____ _____ _____			
DISTRIBUTION:			
<input type="checkbox"/> COMMUNITY SERVICES (Sewage Spills): _____		_____	
<input type="checkbox"/> HAZARDOUS MATERIALS ( All Others): _____		_____	

## SSMP Change Log

Date	SSMP Element	Description of Change/Revision Made	Change Authorized By:
May 2018	Intro	Revised Introduction	B. Gresens, District Engineer
May 2018	1	1.2 Added FOG goal (#11)	B. Gresens, District Engineer
May 2018	2	2 Updated CCSD organization chart and contact information	B. Gresens, District Engineer
April 2018	4	4.2.2 Updated Routine Sewer Cleaning Goals	B. Gresens, District Engineer
April 2018	4	4.2.3 Updated Collection System Inspection procedures and reinspection timeline	B. Gresens, District Engineer
April 2018	4	4.2.4 Updated Manhole Inspection information to include GIS technology being used and emphasis on areas with high groundwater tables/history of flooding.	B. Gresens, District Engineer
May 2018	4	4.3 Updated rehabilitation and replacement program information	B. Gresens, District Engineer
May 2018	5	Added SLO Co's 2014 Public Improvement Standards	B. Gresens, District Engineer
May 2018	6	Added descriptive text before SOP; updated SOP	B. Gresens, District Engineer
May 2018	8	8.3 Updated system information, improvements, and proposed projects	B. Gresens, District Engineer
May 2018	8	8.5 Updated Capacity Enhancement Measures	B. Gresens, District Engineer
May 2018	8	8.6 Updated schedule of CIP projects	B. Gresens, District Engineer
May 2018	11	11.6 Added new infrastructure and finance committees	B. Gresens, District Engineer

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.A.**

FROM: Jerry Gruber, General Manager

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Meeting Date: May 24, 2018      Subject:      RECEIVE AND DISCUSS WATER, SUSTAINABLE WATER FACILITY AND SEWER RATE RECOMMENDATIONS FROM BARTLE WELLS ASSOCIATES, AND PROVIDE DIRECTION FOR MOVING FORWARD WITH THE PROPOSITION 218 PROCESS TO ADOPT PROPOSED RATE INCREASES

**RECOMMENDATIONS:**

Staff recommends that the Board of Directors receive and discuss the Water, Sustainable Water Facility and Sewer Rate Recommendations that have been prepared by Bartle Wells Associates. It is further recommended that the Board provide direction for moving forward with the proposed rate increases, set a date and time for a Public Hearing to consider the proposed rates, and authorize the mailing of a Notice of Proposed Rate Increases that has been prepared to comply with the requirements of Proposition 218, subject to any additional changes deemed necessary by the General Manager and District Counsel.

**FISCAL IMPACT:**

The proposed water, Sustainable Water Facility (SWF), and sewer rate increases are phased in over the next three years to provide revenue necessary to fund the normal annual costs of water and sewer operations, as well as to provide funding needed for capital improvements to repair and replace aging facilities and comply with regulatory requirements. Water rates are designed to phase in capital improvement funding over the next three years to a level of \$700,000 per year. Proposed sewer rates phase in capital improvement funding over the next three years to a level of \$1,000,000 per year.

SWF rates were originally adopted prior to construction and operation of the facility based on preliminary engineering cost estimates. These rates need to be increased to provide adequate funding for operations and maintenance and also to provide a small level of ongoing funding for capital improvements. The proposed SWF rates eliminate the previously-adopted temporary surcharges levied during periods of operation and transition cost recovery to the ongoing rates charged year-round. The proposed rates support funding for two months of SWF operations (including brine hauling and disposal costs) each year. If the SWF does not need to be operated in future years, CCSD may be able to defer and/or reduce future year rate increases.

**DISCUSSION:**

The Board of Directors previously directed that staff move forward with a rate study to evaluate rate increases needed to support financial stability of the Water and Sewer funds and provide adequate funding for capital improvements to the District's aging water and sewer system infrastructure. At that time, the Board approved retaining Bartle Wells Associates to prepare a study of the District's water, SWF, and sewer rates and make recommendations concerning the Proposition 218 process.

Proposition 218, which was adopted by the voters in November, 1996, added Article XIII D to the State Constitution and governs the process for water rate increases. Under Section 6 of Article XIII D, a Notice must be sent to all property owners and customers 45 days before the public hearing. A draft Notice with proposed water, SWF, and sewer rates has been prepared and is attached for the Board's consideration. Staff recommends that the Board of Directors approve the mailing of the Notice to property owners and ratepayers, subject to additional changes that are deemed necessary by the General Manager and District Counsel, and set the date and time of a Public Hearing at which the proposed rates would be considered for adoption. At the Public Hearing, the Board would have the authority to adopt rates at or below the levels included in the Proposition 218 Notice.

Key decisions for Board input and direction include:

- Level of rate increases to include in the Proposition 218 Rate Notice;
- Effective dates for proposed rate increases (the draft recommendations assume the first rate increase would become effective September 1, 2018, with future increases effective July 1 at the beginning of future fiscal years);
- Setting a date and time for a Public Hearing on the proposed rates;
- Direction for staff to move forward with the mailing of the Notice of Proposed Rate Increases, subject to final revisions, to affected property owners and ratepayers. The notices must be mailed at least 45 days prior to the date of the Public Hearing.

Attachments:

- Draft Notice of Proposed Increases to Water, Sustainable Water Facility, and Sewer Rates which includes proposed rates for the next three years
- Rate survey comparing typical residential water & sewer bills of local coastal communities
- Summary of impacts of proposed rates on combined utility bills of a typical residential customer
- Water and Sewer Rate Study Tables & Charts – Draft 05/16/18

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

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

**CAMBRIA COMMUNITY SERVICES DISTRICT****DIRECTORS:**

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

**OFFICERS:**

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

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

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

Dear Property Owner or Customer,

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

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

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

**Time:** \_\_\_\_\_

**Place:** Cambria Veterans Memorial Building  
 1000 Main Street, Cambria, CA 93428

*If you would like to receive this notice in Spanish, please contact the CCSD at (805) 927-6223.  
 Si le gustaria recibir este documento en Español, por favor llame a CCSD (805) 927-6223.*

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

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

Additional infrastructure improvements are needed to comply with regulatory requirements including capital improvements to CCSD's Sustainable Water Facility and wastewater treatment plant. The proposed rates are designed to phase in funding for capital improvements over the next three years, with the goal of supporting an ongoing funding stream adequate to gradually address CCSD's infrastructure needs.

CCSD's rates are currently in the lower range compared to other local coastal communities. With the proposed rate increases, CCSD's rate are projected to remain in the lower to lower-middle range. CCSD is aware that the proposed rate increases will place an additional financial burden on ratepayers and plans to re-evaluate rates in future years and only implement rate increases as needed



## Proposed Water Rates

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

Proposed Water Rates						
		Current Water Rates	Proposed Water Rates Effective On or After			
			September 1 2018	July 1 2019	July 1 2020	
<b>FIXED WATER SERVICE CHARGES</b>						
<b>Residential</b>						
Monthly Charge		\$13.26	\$15.91	\$18.30	\$19.22	
Bi-Monthly Charge		26.52	31.82	36.60	38.44	
<b>Commercial</b>						
<u>Monthly Charge (based on meter size)</u>						
5/8" or 3/4"		\$13.26	\$15.91	\$18.30	\$19.22	
1"		33.15	39.78	45.75	48.05	
1-1/2"		66.30	79.55	91.50	96.10	
2" & Larger		132.60	159.10	183.00	192.20	
<b>WATER QUANTITY CHARGES</b>						
<i>Billed based on metered water use (\$/ccf)</i>						
<b>Residential</b>						
<u>Tier</u>	<u>Bi-Monthly</u>	<u>Monthly</u>				
Tier 1	First 4 ccf	First 2 ccf	\$6.76	\$8.11	\$9.33	\$9.80
Tier 2	4.01 - 16 ccf	2.01 - 8 ccf	8.84	10.61	12.20	12.81
Tier 3	> 16 ccf	> 8 ccf	9.87	11.84	13.62	14.29
<b>Commercial</b>						
Rate for All Water Use			\$8.84	\$10.61	\$12.20	\$12.81

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

### Proposed Sustainable Water Facility Rates

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

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

Proposed Sustainable Water Facility Rates				
	Current Rates	Proposed SWF Rates Effective On or After		
		September 1 2018	July 1 2019	July 1 2020
<b>FIXED SERVICE CHARGES</b>				
<b>Residential</b>				
Monthly Charge	\$6.50	\$8.13	\$8.94	\$9.57
Bi-Monthly Charge	13.00	16.26	17.88	19.14
<b>Commercial</b>				
<u>Monthly Charge (based on meter size)</u>				
5/8" or 3/4"	\$13.00	\$8.13	\$8.94	\$9.57
1"	21.67	20.33	22.35	23.93
1-1/2"	43.34	40.65	44.70	47.85
2" & Larger	69.34	81.30	89.40	95.70
<b>QUANTITY CHARGES</b>				
<i>Billed based on metered water use (\$/ccf)</i>				
<b>SWF Quantity Charges</b>				
<u>Tier</u>	<u>Bi-Monthly</u>	<u>Monthly</u>		
Tier 1	First 4 ccf	First 2 ccf	\$1.50	\$1.88
Tier 2	4.01 - 16 ccf	2.01 - 8 ccf	3.00	3.76
Tier 3	> 16 ccf	> 8 ccf	4.50	5.64
<b>Emergency Water Supply Project Operating Surcharges</b>				
<i>Only charged during periods of facility operation</i>				
<u>Tier</u>	<u>Bi-Monthly</u>	<u>Monthly</u>		<i>These charges are proposed to be eliminated</i>
Tier 1	First 4 ccf	First 2 ccf	\$1.50	
Tier 2	4.01 - 16 ccf	2.01 - 8 ccf	3.00	
Tier 3	> 16 ccf	> 8 ccf	5.00	

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

## Proposed Sewer Rates

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

Proposed Sewer Rates				
	Current Sewer Rates	Proposed Sewer Rates Effective On or After		
		Sept 1 2018	July 1 2019	July 1 2020
<b>FIXED SEWER SERVICE CHARGES</b>				
<b>All Accounts</b>				
Monthly Charge	\$29.12	\$36.40	\$43.68	\$49.80
Bi-Monthly Charge	58.24	72.80	87.36	99.60
<b>SEWER QUANTITY CHARGES</b>				
<i>Billed based on metered water use (\$/ccf)</i>				
<b>Residential</b>	\$3.37	\$4.21	\$5.05	\$5.76
<b>Commercial</b>				
<u>Wastewater Class</u>				
Class 1	\$2.95	\$3.69	\$4.43	\$5.05
Class 2	3.37	4.21	5.05	5.76
Class 3	5.18	6.48	7.78	8.87

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

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

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

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

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

## Combined Impacts to a Typical Residence

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

	Water Rate	Sewer Rate	SWF Rate*	Total
<b>Combined Bill with Current Rates</b>				
Monthly Charges	35.62	39.23	12.50	87.35
Bi-Monthly Charges	71.24	78.46	25.00	174.70
<b>Combined Bill with Proposed Rates Effective September 1, 2018</b>				
Monthly Charges	42.74	49.03	15.65	107.42
Bi-Monthly Charges	85.48	98.06	31.30	214.84

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

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



Cambria Community Services District  
 1316 Tamsen Street, Suite 201  
 Cambria, CA 93428  
*Address Service Requested*

## Notice of Public Hearing on Proposed Increases to Water & Sewer Rates



### Community Input & Written Protest Procedures

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

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

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

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

## Combined Monthly Water & Sewer Charges

Monthly Residential Bill with 3 ccf Monthly Use (6 ccf Bi-Monthly Use)

Roughly 70% of CCSD residential bills are at or below this level of use



1 Previously adopted additional 19% water rate increases over next 2 fiscal years; anticipates substantial sewer rate increases.

2 Previously adopted additional 10% water rate increase and 25% sewer rate increase effective July 1, 2018.

3 Previously adopted additional 25% water rate increase over next 2 fiscal years.

## Cambria Community Services District Impact of Proposed Rates on a Bi-Monthly Bill

6 Units Bi-Monthly Use

Residential customer with 6 units bi-monthly water use (roughly 75 gallons per day)

*Approx. 70% of residential bills are currently at or below this level of use.*

1 unit = 100 cubic feet = approx. 748 gallons

	Current Charges	Charges with Proposed Rates		
		Sept-1, 2018	July-1, 2019	July-1, 2020
<b>Bi-Monthly Water Bill</b>				
Fixed Water Charge	\$26.52	\$31.82	\$36.60	\$38.44
Quantity Charge	<u>44.72</u>	<u>53.66</u>	<u>61.72</u>	<u>64.82</u>
Subtotal Water	71.24	85.48	98.32	103.26
<i>Monthly Equivalent</i>	35.62	42.74	49.16	51.63
SWF Fixed Charge	13.00	16.25	17.88	19.13
SWF Quantity Charge	<u>12.00</u>	<u>15.04</u>	<u>16.56</u>	<u>17.68</u>
Subtotal EWS	25.00	31.29	34.44	36.81
<i>Monthly Equivalent</i>	12.50	15.65	17.22	18.41
<b>Subtotal Water + SWF</b>	<b>96.24</b>	<b>116.77</b>	<b>132.76</b>	<b>140.07</b>
<i>Monthly Equivalent</i>	<b>48.12</b>	<b>58.39</b>	<b>66.38</b>	<b>70.04</b>
<b>Bi-Monthly Sewer Bill</b>				
Fixed Charge	58.24	72.80	87.36	99.60
Quantity Charge	<u>20.22</u>	<u>25.26</u>	<u>30.30</u>	<u>34.56</u>
<b>Subtotal Sewer</b>	<b>78.46</b>	<b>98.06</b>	<b>117.66</b>	<b>134.16</b>
<i>Monthly Equivalent</i>	<b>39.23</b>	<b>49.03</b>	<b>58.83</b>	<b>67.08</b>
<b>Total Water &amp; Sewer Bill</b>	<b>174.70</b>	<b>214.83</b>	<b>250.42</b>	<b>274.23</b>
<i>Monthly Equivalent</i>	<b>87.35</b>	<b>107.42</b>	<b>125.21</b>	<b>137.12</b>

# Cambria Community Services District



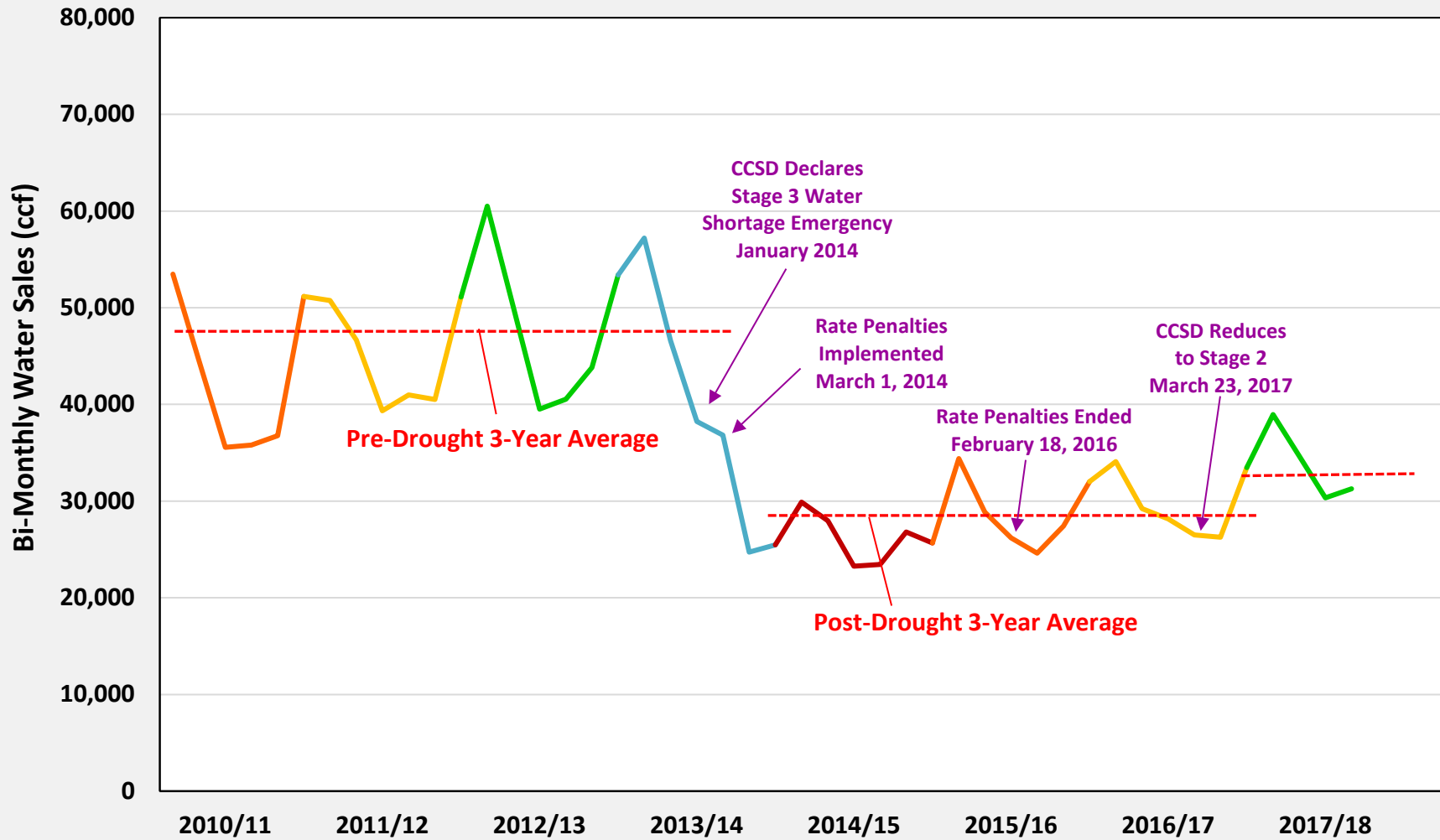
## Water Rate Study Tables & Charts

*Draft 05/15/18*



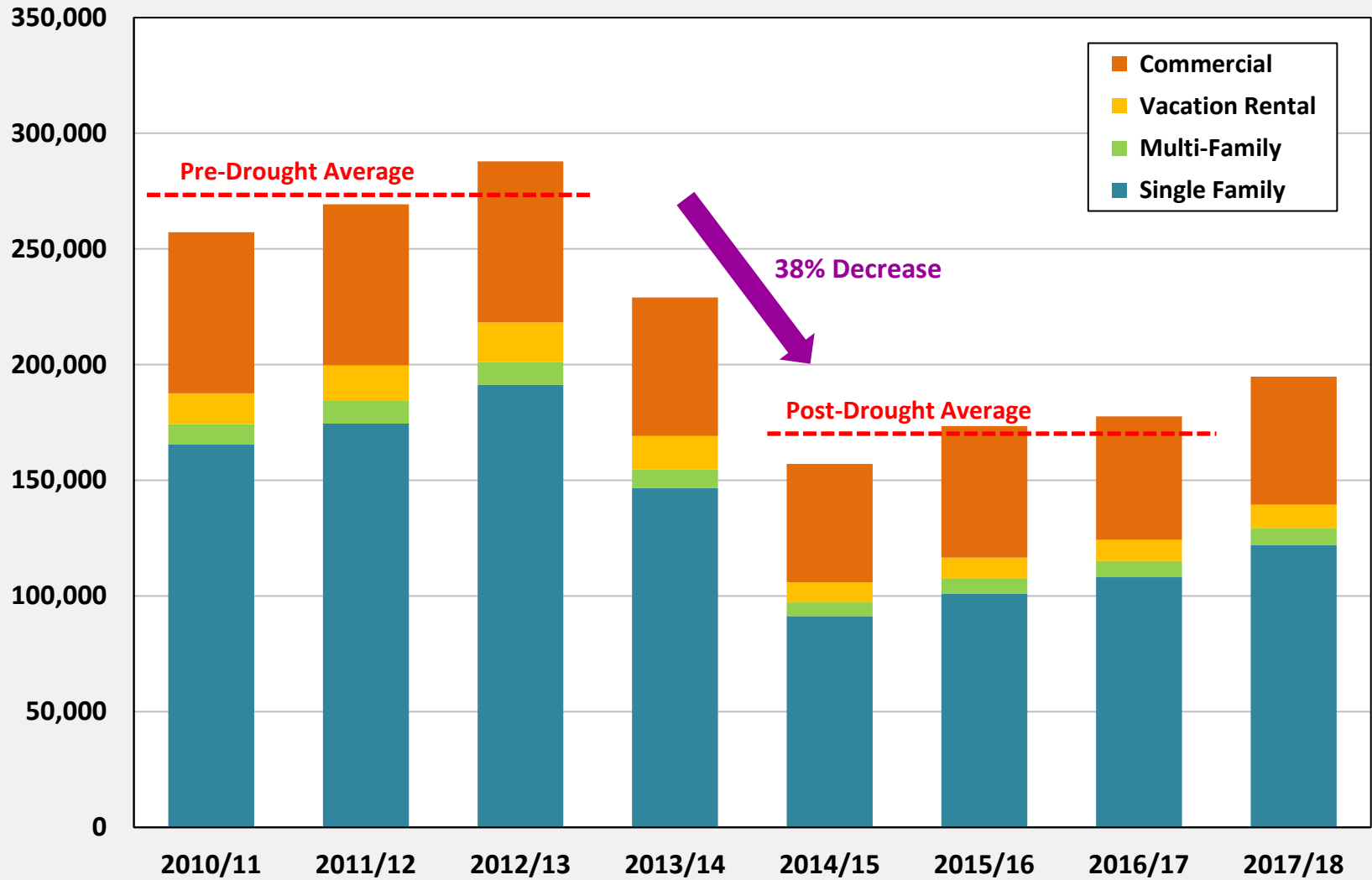
**BARTLE WELLS ASSOCIATES**  
INDEPENDENT PUBLIC FINANCE ADVISORS

## Cambria Community Services District Historical Use per Bi-Monthly Billing Period





### Cambria Community Services District Annual Water Sales (hcf)



### Cambria Community Services District Annual Water Rate Revenues

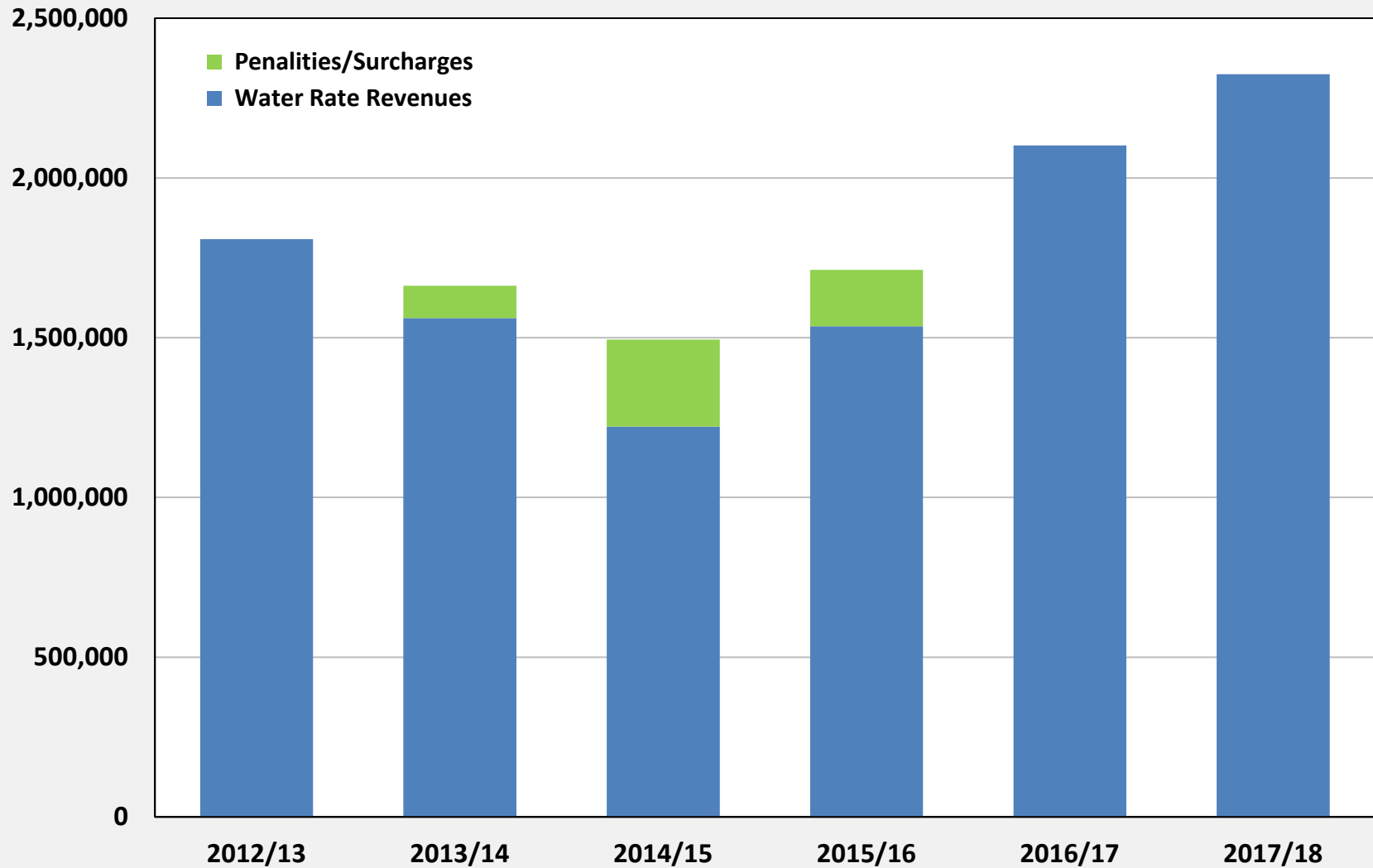


Table 1  
Cambria Community Services District  
Current Water Rates (Effective 01/01/17)

<b>FIXED BI-MONTHLY SERVICE CHARGES</b>			Equivalent Rate per	
<i>Fixed charge billed regardless of use</i>			<u>Month</u>	<u>Day</u>
<b>Residential</b> (fixed charge per account)	\$26.52		\$13.26	\$0.44
<b>Commercial</b> (fixed charge per meter size)				
<b><u>Meter Size</u></b>				
5/8" or 3/4"	\$26.52		\$13.26	\$0.44
1"	66.30		33.15	1.09
1-1/2"	132.60		66.30	2.18
2" & Larger	265.20		132.60	4.36
<b>WATER QUANTITY CHARGES</b>			Equivalent Rate Per	
<i>Billed based on metered water use (\$/ccf)</i>			<u>100 gallons</u>	<u>1 gallon</u>
<b>Residential Charges</b>				
<u>Tier</u>	<u>Bi-Monthly Use</u>	<u>Rate per ccf</u>		
Tier 1	1 - 4 ccf	\$6.76	\$0.90	\$0.009
Tier 2	5 - 16 ccf	8.84	1.18	0.012
Tier 3	> 16 ccf	9.87	1.32	0.013
<b>Commercial Charges</b>				
Rate for All Water Use		\$8.84	\$1.18	\$0.012

1 ccf = 100 cubic feet, or approximately 748 gallons

*Note: Fixed Service Charges currently recover roughly 30% of total rate revenues and Water Quantity Charges recover about 70% of total rate revenues.*

Table 2  
Cambria Community Services District  
Water Accounts

<b>Accounts by Customer Class</b>		
<b>Customer Class</b>	<b>Accounts</b>	<b>Dwelling Units</b>
<b>Residential</b>		
Single Family Residential	3,367	3,367
Multi-Family Residential	135	228
Vacation Rental Units	<u>264</u>	<u>264</u>
Subtotal Residential	3,766	3,859
<b>Commercial</b>		
5/8" or 3/4"	153	
1"	23	
1-1/2"	0	
2" or larger	<u>55</u>	
Subtotal	231	
<b>Total</b>	3,997	

Table 3  
Cambria Community Services District  
Historical Water Sales

	JUL/AUG	SEPT/OCT	NOV/DEC	JAN/FEB	MAR/APR	MAY/JUN	TOTAL	% of Total
<b>2012/13</b>								
Single Family Residential	39,245	33,670	26,508	27,062	28,921	35,973	191,379	66.5%
Multi-Family Residential	1,747	1,547	1,441	1,643	1,637	1,787	9,802	3.4%
Vacation Rental	4,123	2,909	2,168	2,293	2,368	3,163	17,024	5.9%
<u>Commercial</u>	<u>15,393</u>	<u>11,969</u>	<u>9,398</u>	<u>9,552</u>	<u>10,881</u>	<u>12,464</u>	<u>69,657</u>	<u>24.2%</u>
Total	60,508	50,095	39,515	40,550	43,807	53,387	287,862	100.0%
<i>Change from prior year</i>	19.2%	7.4%	0.4%	-1.1%	8.1%	4.5%	6.9%	
<b>2013/14</b>								
Single Family Residential	39,814	29,734	25,664	22,727	14,206	14,560	146,705	64.1%
Multi-Family Residential	1,812	1,504	1,316	1,311	859	1,231	8,033	3.5%
Vacation Rental	4,459	2,831	2,301	2,114	1,316	1,396	14,417	6.3%
<u>Commercial</u>	<u>11,123</u>	<u>12,523</u>	<u>8,948</u>	<u>10,659</u>	<u>8,340</u>	<u>8,292</u>	<u>59,885</u>	<u>26.1%</u>
Total	57,208	46,592	38,229	36,811	24,721	25,479	229,040	100.0%
<i>Change from prior year</i>	-5.5%	-7.0%	-3.3%	-9.2%	-43.6%	-52.3%	-20.4%	
<b>2014/15</b>								
Single Family Residential	16,556	15,042	14,339	14,274	16,283	14,820	91,314	58.1%
Multi-Family Residential	1,034	973	943	931	1,033	1,011	5,925	3.8%
Vacation Rental	2,143	1,402	1,266	1,233	1,317	1,376	8,737	5.6%
<u>Commercial</u>	<u>10,160</u>	<u>10,553</u>	<u>6,719</u>	<u>7,021</u>	<u>8,166</u>	<u>8,456</u>	<u>51,075</u>	<u>32.5%</u>
Total	29,893	27,970	23,267	23,459	26,799	25,663	157,051	100.0%
<i>Change from prior year</i>	-47.7%	-40.0%	-39.1%	-36.3%	8.4%	0.7%	-31.4%	
<b>2015/16</b>								
Single Family Residential	16,896	17,060	15,902	15,244	16,590	19,307	100,999	58.2%
Multi-Family Residential	1,128	1,101	1,043	984	1,062	1,102	6,420	3.7%
Vacation Rental	1,870	1,676	1,312	1,262	1,313	1,706	9,139	5.3%
<u>Commercial/Internal</u>	<u>14,506</u>	<u>9,018</u>	<u>7,928</u>	<u>7,123</u>	<u>8,454</u>	<u>9,897</u>	<u>56,926</u>	<u>32.8%</u>
Total	34,400	28,855	26,185	24,613	27,419	32,012	173,484	100.0%
<i>Change from prior year</i>	15.1%	3.2%	12.5%	4.9%	2.3%	24.7%	10.5%	
<b>2016/17</b>								
Single Family Residential	20,531	17,436	17,182	15,905	16,194	20,829	108,077	60.8%
Multi-Family Residential	1,239	1,307	1,094	1,041	1,081	1,295	7,057	4.0%
Vacation Rental	2,207	1,541	1,312	1,236	1,160	1,699	9,155	5.2%
<u>Commercial/Internal</u>	<u>10,109</u>	<u>8,938</u>	<u>8,568</u>	<u>8,310</u>	<u>7,828</u>	<u>9,643</u>	<u>53,396</u>	<u>30.1%</u>
Total	34,086	29,222	28,156	26,492	26,263	33,466	177,685	100.0%
<i>Change from prior year</i>	-0.9%	1.3%	7.5%	7.6%	-4.2%	4.5%	2.4%	
<b>2017/18</b>								
Single Family Residential	23,860	22,226	19,430	20,045	<u>estimated</u> 16,392	<u>estimated</u> 20,068	<u>estimated</u> 122,021	62.6%
Multi-Family Residential	1,330	1,201	1,140	1,282	1,072	1,199	7,223	3.7%
Vacation Rental	2,326	1,878	1,524	1,533	1,237	1,703	10,200	5.2%
<u>Commercial/Internal</u>	<u>11,436</u>	<u>9,381</u>	<u>8,243</u>	<u>8,399</u>	<u>8,141</u>	<u>9,770</u>	<u>55,370</u>	<u>28.4%</u>
Total	38,952	34,686	30,337	31,259	26,841	32,739	194,814	100.0%
<i>Change from prior year</i>	14.3%	18.7%	7.7%	18.0%	2.2%	-2.2%	9.6%	

Table 4  
Cambria Community Services District  
Water Use per Class & Meter Size

Meter Size	Number of Accounts	Number of Dwelling Units	Water Use 2015/16	Bi-Mnthly Use Per Account	Water Use 2016/17	Bi-Mnthly Use Per Account	Water Use Est. 2017/18	Bi-Mnthly Use Per Account
<b>Residential</b>								
Single Family	3,367	3,367	100,999	5.0	108,077	5.3	122,021	6.0
Multi-Family	135	228	6,420	4.7	7,057	5.2	7,223	5.3
Vacation Rental Units	<u>264</u>	<u>264</u>	<u>9,139</u>	<u>5.8</u>	<u>9,155</u>	<u>5.8</u>	<u>10,200</u>	<u>6.4</u>
Total	3,766	3,859	116,558	5.0	124,289	5.4	139,444	6.0

Table 5  
Cambria Community Services District  
Water Rate Revenues by Billing Period

	Jul/Aug	Sep/Oct	Nov/Dec	Jan/Feb	Mar/Apr	May/Jun	Total	F/V %
<b>2015/16</b>								
<b>Water Rate Revenues</b>								
Fixed Service Charges	\$102,937	\$102,730	\$102,828	\$102,864	\$115,314	\$115,127	\$641,800	41.7%
Water Quantity Charges	124,569	116,095	101,617	92,773	211,292	249,393	895,739	58.3%
Adjustments	<u>(24)</u>	<u>(56)</u>	<u>(27)</u>	<u>(122)</u>	<u>(332)</u>	<u>(1,378)</u>	<u>(1,939)</u>	
Total	227,482	218,769	204,418	195,515	326,274	363,142	1,535,600	
<b>Penalty/Surcharge</b>								
Adjustments	<u>(4,299)</u>	<u>(51,049)</u>	<u>(22,850)</u>	<u>(33,962)</u>	<u>(28,716)</u>	<u>(9,617)</u>	<u>(150,493)</u>	
Total	122,991	31,535	27,824	32,651	(28,716)	(9,617)	176,668	
Combined Total	350,473	250,304	232,242	228,166	297,558	353,525	1,712,268	
<b>2016/17</b>								
<b>Water Rate Revenues</b>								
Fixed Service Charges	115,161	115,252	115,479	115,539	119,875	119,721	701,027	33.3%
Water Quantity Charges	271,877	226,322	217,595	203,642	210,247	272,132	1,401,815	66.7%
Adjustments	<u>(606)</u>	<u>(7)</u>	<u>(8)</u>	<u>0</u>	<u>(171)</u>	<u>(14)</u>	<u>(806)</u>	
Total	386,432	341,567	333,066	319,181	329,951	391,839	2,102,036	
Increase: Rates Only	69.9%	56.1%	62.9%	63.3%	1.1%	7.9%	36.9%	
<b>2017/18</b>								
<b>Water Rate Revenues</b>								
Fixed Service Charges	119,750	119,758	120,002	119,988	Estimated 120,000	Estimated 120,000	719,498	30.9%
Water Quantity Charges	319,637	282,878	244,809	253,233	230,000	280,000	1,610,557	69.1%
Adjustments	<u>(1,063)</u>	<u>(741)</u>	<u>(3,288)</u>	<u>(539)</u>	<u>0</u>	<u>0</u>	<u>(5,631)</u>	
Total	438,324	401,895	361,523	372,682	350,000	400,000	2,324,424	
Increase: Rates Only	13.4%	17.7%	8.5%	16.8%	6.1%	2.1%	10.6%	

Source: CCSD Bi-Monthly Billing Summaries.

Table 6  
Cambria Community Services District  
Water Capital Improvement Projects

5-Year CIP Average (With Inflation): \$953,000  
10-Year CIP Average (With Inflation): 716,000

	1	2	3	4	5	6	7	8	9	10	Total
	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	
<b>Capital Improvement Projects (Jan 2018 \$)</b>											
Priority 1	234,000	239,000	294,000	214,000	214,000	214,000	-	-	-	-	1,409,000
Priority 2	220,000	272,000	746,000	546,000	554,000	96,000	96,000	96,000	96,000	96,000	2,818,000
Priority 3*	50,000	100,000	150,000	280,000	155,000	80,000	180,000	846,000	30,000	30,000	1,901,000
Priority 4	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	100,000
Total	514,000	621,000	1,200,000	1,050,000	933,000	400,000	286,000	952,000	136,000	136,000	6,228,000
<b>Capital Improvement Projects (With Cost Inflation)</b>											
Cost Inflation	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	
Cost Inflator	1.030	1.061	1.093	1.126	1.159	1.194	1.230	1.267	1.305	1.344	
Priority 1	241,000	254,000	321,000	241,000	248,000	256,000	-	-	-	-	1,561,000
Priority 2	227,000	289,000	815,000	615,000	642,000	115,000	118,000	122,000	125,000	129,000	3,197,000
Priority 3	52,000	106,000	164,000	315,000	180,000	96,000	221,000	1,072,000	39,000	40,000	2,285,000
Priority 4	10,000	11,000	11,000	11,000	12,000	12,000	12,000	13,000	13,000	13,000	118,000
Total	530,000	660,000	1,311,000	1,182,000	1,082,000	479,000	351,000	1,207,000	177,000	182,000	7,161,000

\* Potential future relining or replacement of water transmission main under S. Parks wetlands area deferred until years 6 - 8.



Table 7  
Cambria Community Services District  
New Staff Positions & Staffing Re-Allocations

	FTEs	Start Date	Salaries & Benefits	Allocation %				Allocation \$			
				Water	SWF	Sewer	Admin	Water	SWF	Sewer	Admin
<b>New Staff Positions</b>											
Wastewater Collection Syst. Operators	2	1/1/19	169,900	0%	0%	100%	0%	0	0	169,900	0
Water Operator II	1	1/1/19	91,900	100%	0%	0%	0%	91,900	0	0	0
Utility Manager	1	7/1/18	127,600	25%	25%	50%	0%	31,900	31,900	63,800	0
Clerical Assistant	1	7/1/18	47,100	0%	0%	0%	100%	0	0	0	47,100
Subtotal	5		436,500	28.4%	7.3%	53.5%	10.8%	123,800	31,900	233,700	47,100
<b>Staffing Re-Allocations</b>											
SWF Chief Plant Operator			128,500	20%	80%	0%	0%	25,700	102,800	0	0
<i>Less Costs Included in FY18 Budget</i>			(130,000)	0%	100%	0%	0%	0	(130,000)	0	0
Administrative Technician IV			100,500	30%	50%	20%	0%	30,150	50,250	20,100	0
<i>Less Costs Included in FY18 Budget</i>			(100,500)	0%	0%	0%	100%	0	0	0	(100,500)
Subtotal			(1,500)					55,850	23,050	20,100	(100,500)
<b>Net Staffing Cost Increases</b>			435,000	41.3%	12.6%	58.3%	-12.3%	179,650	54,950	253,800	(53,400)

Table 8  
Cambria Community Services District  
Water Financial Projections

	0 2017/18	1 2018/19	2 2019/20	3 2020/21	4 2021/22	5 2022/23
Effective Date of Rate Increases		Sept-1	July-1	July-1	July-1	July-1
Projected Rate Increases		20%	15%	5%	3%	3%
Growth (Single Family Equivalents)		0	0	0	0	0
Change in Water Sales %		0.0%	0.0%	0.0%	0.0%	0.0%
Cost Escalation		4%	4%	4%	4%	4%
Interest Earnings Rate	1.25%	1.5%	2.0%	2.0%	2.0%	2.0%
<b>Beginning Water Fund Reserves</b>	\$1,325,000	\$1,439,000	\$1,501,000	\$1,556,000	\$1,618,000	\$1,671,000
<b>REVENUES</b>						
Fixed Water Service Charges	720,000	819,000	967,000	1,034,000	1,068,000	1,100,000
Water Quantity Charges	<u>1,605,000</u>	<u>1,812,000</u>	<u>2,154,000</u>	<u>2,307,000</u>	<u>2,384,000</u>	<u>2,455,000</u>
<i>Subtotal</i>	<i>2,325,000</i>	<i>2,631,000</i>	<i>3,121,000</i>	<i>3,341,000</i>	<i>3,452,000</i>	<i>3,555,000</i>
Standby Availability	178,000	178,000	178,000	178,000	178,000	178,000
Interest Income	17,000	22,000	30,000	31,000	32,000	33,000
Wait List Fees	62,000	62,000	62,000	62,000	62,000	62,000
Capacity Charges from Growth	20,000	0	0	0	0	0
Resource Conserv/Remodel Fees	70,000	70,000	70,000	70,000	70,000	70,000
Other: Acct Svcs/Admin/Late Fees	<u>78,000</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
Total Revenues	2,750,000	3,033,000	3,531,000	3,752,000	3,864,000	3,968,000
<b>EXPENSES</b>						
<u>Water System Operations</u>						
Salaries & Benefits	839,000	873,000	908,000	944,000	982,000	1,021,000
Additional Staffing Needs	0	135,000	187,000	194,000	202,000	210,000
Maintenance & Repair	149,000	155,000	161,000	167,000	174,000	181,000
Unplanned Maintenance	100,000	104,000	108,000	112,000	116,000	121,000
Utilities	163,000	170,000	177,000	184,000	191,000	199,000
Professional Services	88,000	92,000	96,000	100,000	104,000	108,000
Services & Supplies/Other	105,000	109,000	113,000	118,000	123,000	128,000
Government Fees & Dues	58,000	60,000	62,000	64,000	67,000	70,000
Resource Conservation	39,000	41,000	43,000	45,000	47,000	49,000
Well Site Lease	36,000	37,000	38,000	40,000	42,000	44,000
Admin Overhead	<u>909,000</u>	<u>945,000</u>	<u>983,000</u>	<u>1,022,000</u>	<u>1,063,000</u>	<u>1,106,000</u>
Subtotal	2,486,000	2,721,000	2,876,000	2,990,000	3,111,000	3,237,000
Capital Improvement Projects	150,000	250,000	600,000	700,000	700,000	700,000
Total Expenses	2,636,000	2,971,000	3,476,000	3,690,000	3,811,000	3,937,000
<b>Revenues Less Expenses</b>	114,000	62,000	55,000	62,000	53,000	31,000
<b>Ending Fund Reserves</b>	1,439,000	1,501,000	1,556,000	1,618,000	1,671,000	1,702,000
Fund Rsrvs as % of O&M	58%	55%	54%	54%	54%	53%

**Table 8**  
**Cambria Community Services District**  
**Water Financial Projections**

	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
	<b>2023/24</b>	<b>2024/25</b>	<b>2025/26</b>	<b>2026/27</b>	<b>2027/28</b>
Effective Date of Rate Increases	July-1	July-1	July-1	July-1	July-1
Projected Rate Increases	4%	4%	4%	4%	4%
Growth (Single Family Equivalents)	0	0	0	0	0
Change in Water Sales %	0.0%	0.0%	0.0%	0.0%	0.0%
Cost Escalation	4%	4%	4%	4%	4%
Interest Earnings Rate	2.0%	2.0%	2.0%	2.0%	2.0%
<b>Beginning Water Fund Reserves</b>	\$1,702,000	\$1,716,000	\$1,719,000	\$1,734,000	\$1,766,000
<b>REVENUES</b>					
Fixed Water Service Charges	1,142,000	1,188,000	1,235,000	1,285,000	1,336,000
Water Quantity Charges	<u>2,549,000</u>	<u>2,651,000</u>	<u>2,757,000</u>	<u>2,868,000</u>	<u>2,982,000</u>
<i>Subtotal</i>	<i>3,691,000</i>	<i>3,839,000</i>	<i>3,992,000</i>	<i>4,153,000</i>	<i>4,318,000</i>
Standby Availability	178,000	178,000	178,000	178,000	178,000
Interest Income	34,000	34,000	34,000	35,000	35,000
Wait List Fees	62,000	62,000	62,000	62,000	62,000
Capacity Charges from Growth	0	0	0	0	0
Resource Conserv/Remodel Fees	70,000	70,000	70,000	70,000	70,000
Other: Acct Svcs/Admin/Late Fees	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
Total Revenues	4,105,000	4,253,000	4,406,000	4,568,000	4,733,000
<b>EXPENSES</b>					
<u>Water System Operations</u>					
Salaries & Benefits	1,062,000	1,104,000	1,148,000	1,194,000	1,242,000
Additional Staffing Needs	218,000	227,000	236,000	245,000	255,000
Maintenance & Repair	188,000	196,000	204,000	212,000	220,000
Unplanned Maintenance	126,000	131,000	136,000	141,000	147,000
Utilities	207,000	215,000	224,000	233,000	242,000
Professional Services	112,000	116,000	121,000	126,000	131,000
Services & Supplies/Other	133,000	138,000	144,000	150,000	156,000
Government Fees & Dues	73,000	76,000	79,000	82,000	85,000
Resource Conservation	51,000	53,000	55,000	57,000	59,000
Well Site Lease	46,000	48,000	50,000	52,000	54,000
Admin Overhead	<u>1,150,000</u>	<u>1,196,000</u>	<u>1,244,000</u>	<u>1,294,000</u>	<u>1,346,000</u>
<i>Subtotal</i>	<i>3,366,000</i>	<i>3,500,000</i>	<i>3,641,000</i>	<i>3,786,000</i>	<i>3,937,000</i>
Capital Improvement Projects	725,000	750,000	750,000	750,000	750,000
Total Expenses	4,091,000	4,250,000	4,391,000	4,536,000	4,687,000
<b>Revenues Less Expenses</b>	14,000	3,000	15,000	32,000	46,000
<b>Ending Fund Reserves</b>	1,716,000	1,719,000	1,734,000	1,766,000	1,812,000
Fund Rsrvs as % of O&M	51%	49%	48%	47%	46%

Table 9  
Cambria Community Services District  
Proposed Water Rates

	Current Water Rates	Proposed Water Rates Effective On or After						
		Sept 1 2018	July 1 2019	July 1 2020	July 1 2021	July 1 2022		
<b>Rate Increase %</b>		20%	15%	5%	3%	3%		
<b>FIXED WATER SERVICE CHARGES</b>								
<b>Residential</b>								
Monthly Charge	\$13.26	\$15.91	\$18.30	\$19.22	\$19.80	\$20.39		
<i>Bi-Monthly Charge</i>	26.52	31.82	36.60	38.44	39.60	40.78		
<b>Commercial</b>								
<u>Monthly Charge per Meter Size</u>								
5/8" or 3/4"	\$13.26	\$15.91	\$18.30	\$19.22	\$19.80	\$20.39		
1"	33.15	39.78	45.75	48.05	49.50	50.98		
1-1/2"	66.30	79.55	91.50	96.10	99.00	101.95		
2" & Larger	132.60	159.10	183.00	192.20	198.00	203.90		
<b>WATER QUANTITY CHARGES</b>								
<i>Billed based on metered water use (\$/ccf)</i>								
<b>Residential Charges</b>								
<u>Tier</u>	<u>Bi-Monthly</u>	<u>Monthly</u>						
Tier 1	First 4 ccf	First 2 ccf	\$6.76	\$8.11	\$9.33	\$9.80	\$10.09	\$10.39
Tier 2	4.01 - 16 ccf	2.01 - 8 ccf	8.84	10.61	12.20	12.81	13.19	13.59
Tier 3	> 16 ccf	> 8 ccf	9.87	11.84	13.62	14.29	14.71	15.14
<b>Commercial Charges</b>								
Rate for All Water Use	\$8.84	\$10.61	\$12.20	\$12.81	\$13.19	\$13.59		

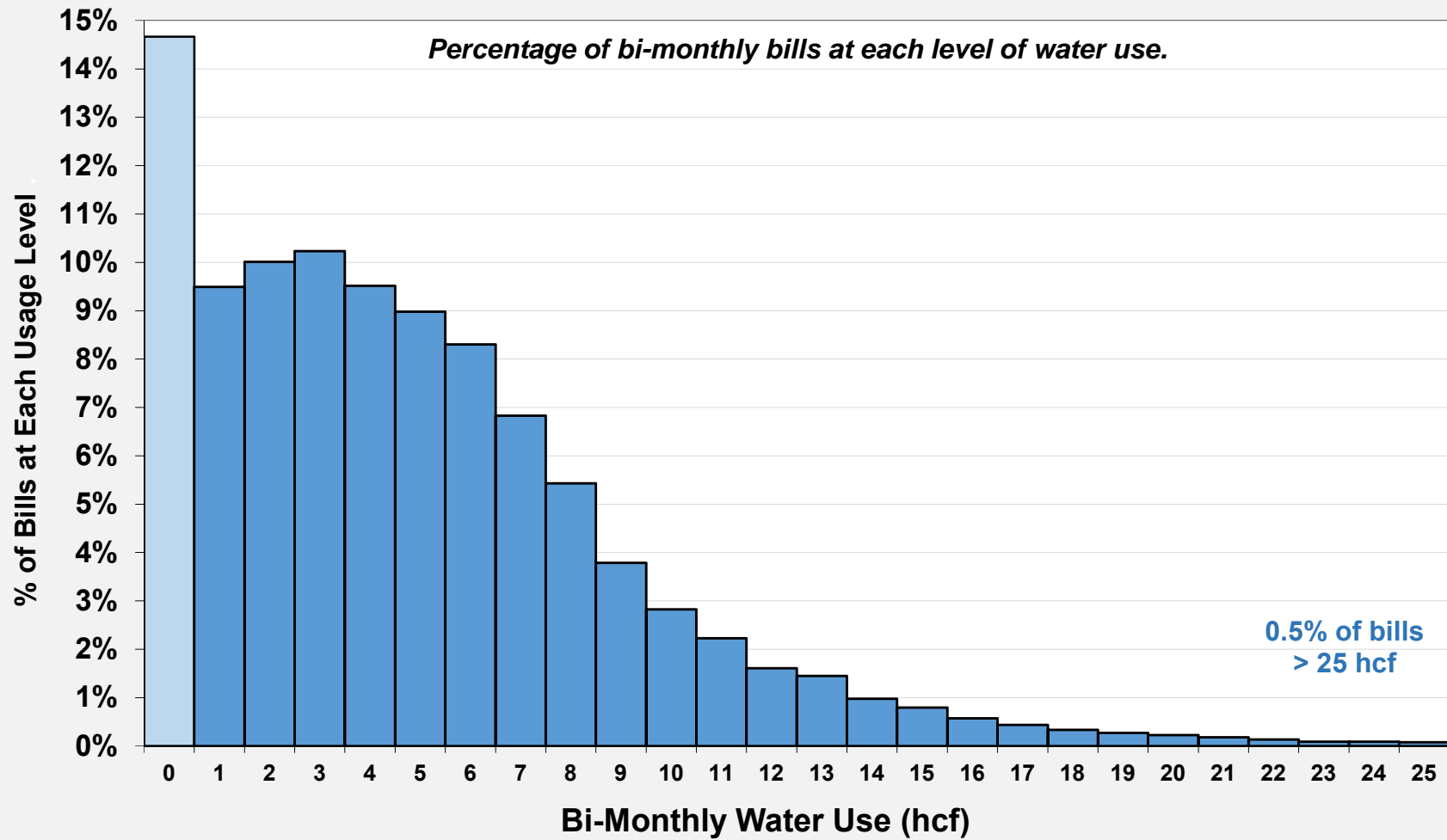
1 ccf = 100 cubic feet, or approximately 748 gallons

Table 10  
Cambria Community Services District  
Water Rate Impacts

	Bi-Monthly Water Use (ccf)	Est % of Bills at or Below	Current Bi-Monthly Water Bill	Projected Bi-Monthly Water Bills				
				Sept 1 2018	July 1 2019	July 1 2020	July 1 2021	July 1 2022
<b>Single Family Residential Rate Impacts</b>								
Very Low Use <i>Monthly Equivalent</i>	2	30%	\$40.04 20.02	\$48.04 24.02	\$55.26 27.63	\$58.04 29.02	\$59.78 29.89	\$61.56 30.78
Low Use (Median) <i>Monthly Equivalent</i>	4	50%	53.56 26.78	64.26 32.13	73.92 36.96	77.64 38.82	79.96 39.98	82.34 41.17
Moderate Use <i>Monthly Equivalent</i>	6	70%	71.24 35.62	85.48 42.74	98.32 49.16	103.26 51.63	106.34 53.17	109.52 54.76
Mod-High Use <i>Monthly Equivalent</i>	10	90%	106.60 53.30	127.92 63.96	147.12 73.56	154.50 77.25	159.10 79.55	163.88 81.94
Very High Use <i>Monthly Equivalent</i>	20	99%	195.00 97.50	234.02 117.01	269.12 134.56	282.60 141.30	291.00 145.50	299.78 149.89
<b>Sample Commercial Rate Impacts</b>								
<b>Meter Size 5/8" or 3/4"</b>								
Very Low Use <i>Monthly Equivalent</i>	2		\$44.20 22.10	\$53.04 26.52	\$61.00 30.50	\$64.06 32.03	\$65.98 32.99	\$67.96 33.98
Low Use <i>Monthly Equivalent</i>	4		61.88 30.94	74.26 37.13	85.40 42.70	89.68 44.84	92.36 46.18	95.14 47.57
Moderate Use <i>Monthly Equivalent</i>	10		114.92 57.46	137.92 68.96	158.60 79.30	166.54 83.27	171.50 85.75	176.68 88.34
Mod-High Use <i>Monthly Equivalent</i>	20		203.32 101.66	244.02 122.01	280.60 140.30	294.64 147.32	303.40 151.70	312.58 156.29
High Use <i>Monthly Equivalent</i>	40		380.12 190.06	456.22 228.11	524.60 262.30	550.84 275.42	567.20 283.60	584.38 292.19
<b>Large Commercial, Meter Size 2"+</b>								
Mod-Low Use <i>Monthly Equivalent</i>	50		707.20 353.60	\$848.70 424.35	\$976.00 488.00	\$1,024.90 512.45	\$1,055.50 527.75	\$1,087.30 543.65
Mod-High Use <i>Monthly Equivalent</i>	100		1,149.20 574.60	1,379.20 689.60	1,586.00 793.00	1,665.40 832.70	1,715.00 857.50	1,766.80 883.40
High Use <i>Monthly Equivalent</i>	200		2,033.20 1,016.60	2,440.20 1,220.10	2,806.00 1,403.00	2,946.40 1,473.20	3,034.00 1,517.00	3,125.80 1,562.90

## Cambria Community Services District

### Distribution of Single Family Residential Bi-Monthly Water Use 2016/17



# Cambria Community Services District



## Sustainable Water Facility Rates Tables & Charts

*Draft 5/15/18*



**BARTLE WELLS ASSOCIATES**  
INDEPENDENT PUBLIC FINANCE ADVISORS

Table 1  
Cambria Community Services District  
Current Sustainable Water Facility Charges

<b>FIXED BI-MONTHLY METER CHARGES</b>			
<b>Single Family Residences</b>		<u>Bi-Monthly Charge</u> <sup>1</sup>	<u>Monthly Equivalent</u>
<i>Bi-monthly charge per residential dwelling unit</i>		\$13.00	\$6.50
<b>All Other Accounts</b>			
<i>Bi-monthly charge based on water meter size</i>			
<u>Meter Size</u>	<u>Demand Ratio</u> <sup>2</sup>		
5/8-inch or 3/4-inch	2.00	\$26.00	\$13.00
1-inch	3.33	43.33	21.67
1-1/2-inch	6.67	86.67	43.34
2-inch or larger	10.67	138.67	69.34
<b>WATER QUANTITY CHARGES</b>			
<i>Charge per unit (ccf) of metered water use</i> <sup>3</sup>			
<b>A. Ongoing Water Quantity Charge</b>			
<i>For emergency water supply project facility cost recovery</i>			
<u>Rate Tier</u>	<u>Bi-Monthly Water Use in Tier</u>	<u>Charge per Unit (ccf)</u> <sup>3</sup>	<u>Equivalent Rate per 100 gallons</u>
Tier 1	1 - 4 ccf	\$1.50	\$0.20
Tier 2	5 - 16 ccf	3.00	0.40
Tier 3	>16 ccf	4.50	0.60
<b>B. Emergency Water Supply Project Operating Charge</b>			
<i>Only charged during periods of anticipated operation</i>			
<u>Rate Tier</u>	<u>Bi-Monthly Water Use in Tier</u>	<u>Charge per Unit (ccf)</u> <sup>3</sup>	
Tier 1	1 - 4 ccf	\$1.50	\$0.20
Tier 2	5 - 16 ccf	3.00	0.40
Tier 3	>16 ccf	5.00	0.67

1 CCSD currently bills customers once every two months.

2 Demand ratio based on analysis of water billing data and standard meter capacities.

3 A unit equals one ccf "hundred cubic feet;" a hundred cubic feet of water is 748 gallons.



Table 2  
Cambria Community Services District  
Sustainable Water Facility Rate Revenues by Billing Period

	Jul/Aug	Sep/Oct	Nov/Dec	Jan/Feb	Mar/Apr	May/Jun	Total	F/V %
<b>Sustainable Water Facility 2015/16</b>								
SWF Base	62,079	62,344	62,098	62,218	61,455	61,598	371,792	44.5%
SWF Usage	83,654	79,869	71,072	66,125	74,753	88,395	463,868	55.5%
Adjustments	<u>(581)</u>	<u>(24)</u>	<u>0</u>	<u>8</u>	<u>(310)</u>	<u>(15)</u>	<u>(922)</u>	
Total	145,152	142,189	133,170	128,351	135,898	149,978	834,738	
<b>Sustainable Water Facility 2016/17</b>								
SWF Base	61,585	61,559	61,559	61,559	61,559	61,559	369,380	43.0%
SWF Usage	97,713	80,307	76,385	71,489	70,675	93,693	490,262	57.0%
Adjustments	<u>(435)</u>	<u>0</u>	<u>(6)</u>		<u>(62)</u>	<u>(11)</u>	<u>(514)</u>	
Total	158,863	141,866	137,938	133,048	132,172	155,241	859,128	
<b>Sustainable Water Facility 2017/18 (Est.)</b>								
					<u>Estimated</u>	<u>Estimated</u>		
SWF Base	61,559	61,559	61,323	61,314	61,500	61,500	368,755	39.3%
SWF Usage	112,448	97,166	83,061	86,200	85,000	105,000	568,875	60.7%
Adjustments	<u>(465)</u>	<u>(355)</u>	<u>(10,972)</u>	<u>(1,701)</u>			<u>(13,493)</u>	
Total	173,542	158,370	133,412	145,813	146,500	166,500	924,137	

Table 3  
Cambria Community Services District  
SWF Capital Improvement Projects

5-Year CIP Average (With Inflation): 164,000  
10-Year CIP Average (With Inflation): 333,000

	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	Total
<b>SWF Projects (Jan 2018 \$)</b>											
Priority 1	390,000	45,000	-	-	-	-	-	-	-	-	435,000
Priority 2	25,000	52,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	93,000
Priority 3	-	104,000	-	-	-	-	-	-	-	-	104,000
<i>Potential Treatment Facilities</i>			-	-	150,000	750,000	1,300,000	-	-	-	2,200,000
Total	415,000	201,000	2,000	2,000	152,000	752,000	1,302,000	2,000	2,000	2,000	2,832,000
<b>SWF Projects (With Cost Inflation)</b>											
Cost Inflation	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	
Cost Inflation	1.030	1.061	1.093	1.126	1.159	1.194	1.230	1.267	1.305	1.344	
Priority 1	402,000	48,000	-	-	-	-	-	-	-	-	450,000
Priority 2	26,000	55,000	2,000	2,000	2,000	2,000	2,000	3,000	3,000	3,000	100,000
Priority 3	-	110,000	-	-	-	-	-	-	-	-	110,000
<i>Potential Treatment Facilities</i>			-	-	174,000	896,000	1,599,000	-	-	-	2,669,000
Total	428,000	213,000	2,000	2,000	176,000	898,000	1,601,000	3,000	3,000	3,000	3,329,000

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Table 4  
Cambria Community Services District  
SWF Additional Costs During Operation

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**Incremental O&M Expenses During Operation**

	<u>Monthly</u>	<u>2-Months</u>	<u>Notes</u>
Brine Hauling	21,000	42,000	\$350/6kgal truckload, 3 loads/day, 5 days/week
Semi-Tractor Rental	4,000	8,000	\$220/day, 5 days/week
Brine Disposal	43,000	86,000	20 days x 18,000 gallons/day, \$0.12 per gallon
Additional Lab Costs	11,000	22,000	
Additional Electricity	<u>4,000</u>	<u>8,000</u>	
Total	83,000	166,000	

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Table 5  
Cambria Community Services District  
SWF Financial Projections

*Near-term funding shortfall*  
*Assumes 2 months of SWF operation every year*  
*Current operating rate surcharges eliminated & rolled into year-round rates*

	0 2017/18	1 2018/19	2 2019/20	3 2020/21	4 2021/22	5 2022/23
Effective Date of Rate Increases		Sept-1	July-1	July-1	July-1	July-1
Projected Rate Increases		25%	10%	7%	3%	3%
Growth (Single Family Equivalents)		0	0	0	0	0
Change in Water Sales %		0.0%	0.0%	0.0%	0.0%	0.0%
Cost Escalation		4%	4%	4%	4%	4%
Interest Earnings Rate	1.25%	1.5%	2.0%	2.0%	2.0%	2.0%
<b>Beginning SWF Fund Reserves</b>	<b>\$0</b>	<b>(\$38,000)</b>	<b>(\$117,000)</b>	<b>(\$36,000)</b>	<b>\$20,000</b>	<b>\$50,000</b>
<b>REVENUES</b>						
Fixed SWF Service Charges	369,000	417,000	476,000	514,000	532,000	548,000
SWF Quantity Charges	<u>555,000</u>	<u>648,000</u>	<u>747,000</u>	<u>808,000</u>	<u>838,000</u>	<u>863,000</u>
Subtotal	924,000	1,065,000	1,223,000	1,322,000	1,370,000	1,411,000
Interest Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,000</u>
Total Revenues	924,000	1,065,000	1,223,000	1,322,000	1,370,000	1,412,000
<b>EXPENSES</b>						
<u>SWF Base Operations</u>						
Salaries & Benefits	130,000	135,000	140,000	146,000	152,000	158,000
Additional Staffing	0	55,000	57,000	59,000	61,000	63,000
Maintenance	12,000	12,000	12,000	12,000	12,000	12,000
Government Fees & Licenses	40,000	42,000	44,000	46,000	48,000	50,000
Utilities	12,000	12,000	12,000	12,000	12,000	12,000
Lab Testing	21,000	22,000	23,000	24,000	25,000	26,000
Professional Svcs/Other	<u>15,000</u>	<u>20,000</u>	<u>21,000</u>	<u>22,000</u>	<u>23,000</u>	<u>24,000</u>
Subtotal	230,000	298,000	309,000	321,000	333,000	345,000
<u>Add'l O&amp;M During Operations</u>						
Brine Hauling & Disposal, Lab, Electricity		166,000	173,000	180,000	187,000	194,000
<u>Debt Service</u>						
2014 TBP Loan	660,000	660,000	660,000	660,000	660,000	660,000
Interfund Loan Repayment (subordinate)	<u>0</u>	<u>0</u>	<u>0</u>	<u>55,000</u>	<u>110,000</u>	<u>110,000</u>
Subtotal	660,000	660,000	660,000	715,000	770,000	770,000
<u>Capital/Non-Operating</u>						
Capital Improvement Projects		350,000	150,000	50,000	50,000	50,000
<i>Interfund Loan \$500,000 ?</i>		<i>(350,000)</i>	<i>(150,000)</i>	-	-	-
Performance Bond	72,000	20,000	-	-	-	-
Total Expenses	962,000	1,144,000	1,142,000	1,266,000	1,340,000	1,359,000
<b>Revenues Less Expenses</b>	<b>(38,000)</b>	<b>(79,000)</b>	<b>81,000</b>	<b>56,000</b>	<b>30,000</b>	<b>53,000</b>
<b>Ending Fund Reserves</b>	<b>(38,000)</b>	<b>(117,000)</b>	<b>(36,000)</b>	<b>20,000</b>	<b>50,000</b>	<b>103,000</b>
Fund Reserves as % of O&M+Debt	-4%	-12%	-4%	2%	5%	9%
Debt Service Coverage (SWF Only)	1.05	1.16	1.38	1.52	1.57	1.62

Table 5  
Cambria Community Services District  
SWF Financial Projections

	6 2023/24	7 2024/25	8 2025/26	9 2026/27	10 2027/28
Effective Date of Rate Increases	July-1	July-1	July-1	July-1	July-1
Projected Rate Increases	2%	2%	0%	0%	0%
Growth (Single Family Equivalents)	0	0	0	0	0
Change in Water Sales %	0.0%	0.0%	0.0%	0.0%	0.0%
Cost Escalation	4%	4%	4%	4%	4%
Interest Earnings Rate	2.0%	2.0%	2.0%	2.0%	2.0%
<b>Beginning SWF Fund Reserves</b>	\$103,000	\$166,000	\$237,000	\$348,000	\$443,000
<b>REVENUES</b>					
Fixed SWF Service Charges	560,000	571,000	573,000	573,000	573,000
SWF Quantity Charges	<u>881,000</u>	<u>899,000</u>	<u>902,000</u>	<u>902,000</u>	<u>902,000</u>
Subtotal	1,441,000	1,470,000	1,475,000	1,475,000	1,475,000
Interest Income	<u>2,000</u>	<u>3,000</u>	<u>5,000</u>	<u>7,000</u>	<u>9,000</u>
Total Revenues	1,443,000	1,473,000	1,480,000	1,482,000	1,484,000
<b>EXPENSES</b>					
<u>SWF Base Operations</u>					
Salaries & Benefits	164,000	171,000	178,000	185,000	192,000
Additional Staffing	66,000	69,000	72,000	75,000	78,000
Maintenance	12,000	12,000	12,000	12,000	12,000
Government Fees & Licenses	52,000	54,000	56,000	58,000	60,000
Utilities	12,000	12,000	12,000	12,000	12,000
Lab Testing	27,000	28,000	29,000	30,000	31,000
Professional Svcs/Other	<u>25,000</u>	<u>26,000</u>	<u>27,000</u>	<u>28,000</u>	<u>29,000</u>
Subtotal	358,000	372,000	386,000	400,000	414,000
<u>Add'l O&amp;M During Operations</u>					
Brine Hauling & Disposal, Lab, Electricity	202,000	210,000	218,000	227,000	236,000
<u>Debt Service</u>					
2014 TBP Loan	660,000	660,000	660,000	660,000	660,000
Interfund Loan Repayment (subordinate)	<u>110,000</u>	<u>110,000</u>	<u>55,000</u>	<u>0</u>	<u>0</u>
Subtotal	770,000	770,000	715,000	660,000	660,000
<u>Capital/Non-Operating</u>					
Capital Improvement Projects	50,000	50,000	50,000	100,000	100,000
<i>Interfund Loan \$500,000 ?</i>	-	-	-	-	-
Performance Bond	-	-	-	-	-
Total Expenses	1,380,000	1,402,000	1,369,000	1,387,000	1,410,000
<b>Revenues Less Expenses</b>	63,000	71,000	111,000	95,000	74,000
<b>Ending Fund Reserves</b>	166,000	237,000	348,000	443,000	517,000
Fund Reserves as % of O&M+Debt	15%	21%	32%	42%	48%
Debt Service Coverage (SWF Only)	1.64	1.67	1.66	1.64	1.62

Table 6  
Cambria Community Services District  
Projected Sustainable Water Facility Charges

	Current Rates	Proposed SWF Charges Effective On or After				
		Sept 1 2018	July 1 2019	July 1 2020	July 1 2021	July 1 2022
<b>Rate Increase %</b>		25%	10%	7%	3%	3%
<b>FIXED BI-MONTHLY METER CHARGES</b>						
<b>Single Family Residences</b>						
Monthly charge	\$6.50	\$8.13	\$8.94	\$9.57	\$9.85	\$10.15
<i>Bi-monthly charge</i>	13.00	16.25	17.88	19.13	19.70	20.29
<b>All Other Accounts</b>						
<i>Monthly charge based on water meter size</i>						
<u>Meter Size</u>	<u>Water Demand Ratio</u>	<u>Transition to same meter ratios as water rates</u>				
5/8 or 3/4-inch	1.00	\$8.13	\$8.94	\$9.57	\$9.85	\$10.15
1-inch	2.50	20.31	22.35	23.91	24.63	25.36
1-1/2-inch	5.00	40.63	44.70	47.83	49.25	50.73
2-inch or larger	10.00	81.25	89.40	95.65	98.50	101.45
<b>SWF QUANTITY CHARGES</b>						
<i>Charge per unit (ccf) of metered water use</i>						
<b>SWF Quantity Charge</b>						
<i>For SWF facility cost recovery</i>						
<u>Rate Tier</u>	<u>Bi-Monthly Use</u>	<u>Charge per Unit (ccf)<sup>3</sup></u>				
Tier 1	1 - 4 ccf	\$1.50	\$1.88	\$2.07	\$2.21	\$2.28
Tier 2	5 - 16 ccf	3.00	3.76	4.14	4.42	4.56
Tier 3	>16 ccf	4.50	5.64	6.21	6.63	6.84
<b>Temporary SWF Operating Surcharge</b>						
<i>Only charged during periods of operation</i>						
<u>Rate Tier</u>	<u>Bi-Monthly Use</u>	<u>Charge per Unit (ccf)<sup>3</sup></u>	<i>Temporary SWF Operating Surcharges are eliminated and rolled into ongoing SWF Quantity Charges</i>			
Tier 1	1 - 4 ccf	\$1.50				
Tier 2	5 - 16 ccf	3.00				
Tier 3	>16 ccf	5.00				

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

Table 7  
Cambria Community Services District  
SWF Rate Impacts

	Bi-Monthly Water Use (ccf)	Est % of Bills at or Below	Current Bi-Monthly Water Bill	Projected Bi-Monthly SWF Bills				
				Sept 1 2018	July 1 2019	July 1 2020	July 1 2021	July 1 2022
<b>Single Family Residential Rate Impacts</b>								
Very Low Use	2	30%	\$16.00	\$20.01	\$22.02	\$23.55	\$24.26	\$24.99
<i>Monthly Equivalent</i>			<i>8.00</i>	<i>10.01</i>	<i>11.01</i>	<i>11.78</i>	<i>12.13</i>	<i>12.50</i>
Low Use (Median)	4	50%	19.00	23.77	26.16	27.97	28.82	29.69
<i>Monthly Equivalent</i>			<i>9.50</i>	<i>11.89</i>	<i>13.08</i>	<i>13.99</i>	<i>14.41</i>	<i>14.85</i>
Moderate Use	6	70%	25.00	31.29	34.44	36.81	37.94	39.09
<i>Monthly Equivalent</i>			<i>12.50</i>	<i>15.65</i>	<i>17.22</i>	<i>18.41</i>	<i>18.97</i>	<i>19.55</i>
Mod-High Use	10	90%	37.00	46.33	51.00	54.49	56.18	57.89
<i>Monthly Equivalent</i>			<i>18.50</i>	<i>23.17</i>	<i>25.50</i>	<i>27.25</i>	<i>28.09</i>	<i>28.95</i>
Very High Use	20	99%	73.00	91.45	100.68	107.53	110.90	114.29
<i>Monthly Equivalent</i>			<i>36.50</i>	<i>45.73</i>	<i>50.34</i>	<i>53.77</i>	<i>55.45</i>	<i>57.15</i>
<b>Sample Commercial Rate Impacts</b>								
<b>Meter Size 5/8" or 3/4"</b>								
Very Low Use	2		\$16.00	\$11.89	\$13.08	\$13.99	\$14.41	\$14.85
<i>Monthly Equivalent</i>			<i>8.00</i>	<i>5.94</i>	<i>6.54</i>	<i>6.99</i>	<i>7.21</i>	<i>7.42</i>
Low Use	4		19.00	15.65	17.22	18.41	18.97	19.55
<i>Monthly Equivalent</i>			<i>9.50</i>	<i>7.82</i>	<i>8.61</i>	<i>9.20</i>	<i>9.49</i>	<i>9.77</i>
Moderate Use	10		37.00	38.21	42.06	44.93	46.33	47.75
<i>Monthly Equivalent</i>			<i>18.50</i>	<i>19.10</i>	<i>21.03</i>	<i>22.46</i>	<i>23.17</i>	<i>23.87</i>
Mod-High Use	20		73.00	83.33	91.74	97.97	101.05	104.15
<i>Monthly Equivalent</i>			<i>36.50</i>	<i>41.66</i>	<i>45.87</i>	<i>48.98</i>	<i>50.53</i>	<i>52.07</i>
High Use	40		163.00	196.13	215.94	230.57	237.85	245.15
<i>Monthly Equivalent</i>			<i>81.50</i>	<i>98.06</i>	<i>107.97</i>	<i>115.28</i>	<i>118.93</i>	<i>122.57</i>
<b>Large Commercial, Meter Size 2"+</b>								
Mod-Low Use	50		\$264.34	\$325.65	\$358.50	\$382.95	\$394.90	\$406.95
<i>Monthly Equivalent</i>			<i>132.17</i>	<i>162.83</i>	<i>179.25</i>	<i>191.48</i>	<i>197.45</i>	<i>203.48</i>
Mod-High Use	100		489.34	607.65	669.00	714.45	736.90	759.45
<i>Monthly Equivalent</i>			<i>244.67</i>	<i>303.83</i>	<i>334.50</i>	<i>357.23</i>	<i>368.45</i>	<i>379.73</i>
High Use	200		939.34	1,171.65	1,290.00	1,377.45	1,420.90	1,464.45
<i>Monthly Equivalent</i>			<i>469.67</i>	<i>585.83</i>	<i>645.00</i>	<i>688.73</i>	<i>710.45</i>	<i>732.23</i>

# Cambria Community Services District



## Sewer Rate Study Tables & Charts

*Draft 5/15/18*



**BARTLE WELLS ASSOCIATES**  
INDEPENDENT PUBLIC FINANCE ADVISORS



Table 1  
Cambria Community Services District  
Current Sewer Rates (Effective 01/01/17)

<b>FIXED BI-MONTHLY SEWER CHARGE</b>		Equivalent Rate Per	
		<u>Month</u>	<u>Day</u>
Applies to All Accounts	\$58.24	\$29.12	\$0.96
<b>SEWER QUANTITY CHARGES</b>		Equivalent Rate Per	
Billed per unit of metered water use (\$/ccf).		<u>100 gallons</u>	<u>1 gallon</u>
<b>Residential Rates</b>	\$3.37	\$0.45	\$0.0045
<b>Commercial Rates</b>			
<u>Wastewater Class</u>			
Class 1	\$2.95	\$0.39	\$0.0039
Class 2	3.37	0.45	0.0045
Class 3	5.18	0.69	0.0069

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

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

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

1 ccf = 100 cubic feet, or approximately 748 gallons

*Note: Fixed Service Charges currently recover roughly 66% of total rate revenues and Sewer Quantity Charges recover about 34% of total rate revenues.*

Table 2  
Cambria Community Services District  
Sewer Accounts & Use

	Sewer Accounts	Dwelling Units	Est. Sewer Use (ccf)
<b>Residential</b>			
Single Family	3,470	3,470	123,500
Multi-Family	121	228	6,700
Low Income	93	93	4,200
Subtotal	3,684	3,791	134,400
<b>Commercial</b>			
Class 1: Low Strength	78		3,900
Class 2: Medium Strength	97		26,500
Class 3: Mod-High Strength	49		21,800
Subtotal	224		52,200
Total	3,908		186,600

Table 3  
Cambria Community Services District  
Sewer Rate Revenues by Billing Period

	Jul/Aug	Sep/Oct	Nov/Dec	Jan/Feb	Mar/Apr	May/Jun	Total	F/V %
<b>Sewer 2012/13</b>								
Fixed Service Charges	248,975	248,932	248,991	248,758	248,163	247,572	1,491,391	75.8%
Quantity Charges	104,065	84,599	65,026	70,766	66,832	86,034	477,322	24.2%
Adjustments	<u>(40)</u>	<u>(17)</u>	<u>(76)</u>	<u>0</u>	<u>0</u>	<u>(29)</u>	<u>(162)</u>	
Total	353,000	333,514	313,941	319,524	314,995	333,577	1,968,551	
<b>Sewer 2013/14</b>								
Fixed Service Charges	249,917	249,112	249,099	249,062	248,917	248,881	1,494,988	75.7%
Quantity Charges	106,763	78,656	63,237	67,826	73,774	90,667	480,923	24.3%
Adjustments	<u>18</u>	<u>(166)</u>	<u>0</u>	<u>0</u>	<u>(28)</u>	<u>(78)</u>	<u>(254)</u>	
Total	356,698	327,602	312,336	316,888	322,663	339,470	1,975,657	
<b>Sewer 2014/15</b>								
Fixed Service Charges	250,264	250,012	249,984	250,198	249,261	250,349	1,500,068	85.8%
Quantity Charges	48,614	41,458	36,667	37,027	43,141	41,591	248,498	14.2%
Adjustments	<u>(89)</u>	<u>(377)</u>	<u>(81)</u>	<u>(28)</u>	<u>(31)</u>	<u>(1,584)</u>	<u>(2,190)</u>	
Total	298,789	291,093	286,570	287,197	292,371	290,356	1,746,376	
<b>Sewer 2015/16</b>								
Fixed Service Charges	250,404	249,841	250,430	250,500	214,599	214,989	1,430,763	79.0%
Quantity Charges	47,489	56,544	42,035	39,464	90,453	103,944	379,929	21.0%
Adjustments	<u>(179)</u>	<u>(492)</u>	<u>(601)</u>	<u>(1,080)</u>	<u>(1,285)</u>	<u>(1,710)</u>	<u>(5,347)</u>	
Total	297,714	305,893	291,864	288,884	303,767	317,223	1,805,345	
<b>Sewer 2016/17</b>								
Fixed Service Charges	215,451	215,463	215,866	215,540	224,051	223,681	1,310,052	68.9%
Quantity Charges	113,407	95,999	92,314	87,055	89,612	113,862	592,249	31.1%
Adjustments	<u>(1,570)</u>	<u>(165)</u>	<u>(639)</u>	<u>(2,173)</u>	<u>(968)</u>	<u>(1,657)</u>	<u>(7,172)</u>	
Total	327,288	311,297	307,541	300,422	312,695	335,886	1,895,129	
Increase %	9.9%	1.8%	5.4%	4.0%	2.9%	5.9%	5.0%	
<b>Sewer 2017/18</b>								
Fixed Service Charges	224,099	223,968	224,561	224,328	<u>Estimated</u> 224,500	<u>Estimated</u> 224,500	1,345,956	66.2%
Quantity Charges	132,787	116,550	102,339	105,888	100,000	130,000	687,564	33.8%
Adjustments	<u>(1,829)</u>	<u>(810)</u>	<u>(4,206)</u>	<u>(1,751)</u>	<u>0</u>	<u>0</u>	<u>(8,596)</u>	
Total	355,057	339,708	322,694	328,465	324,500	354,500	2,024,924	
Increase %	8.5%	9.1%	4.9%	9.3%	3.8%	5.5%	6.8%	

### Cambria Community Services District Annual Sewer Rate Revenues

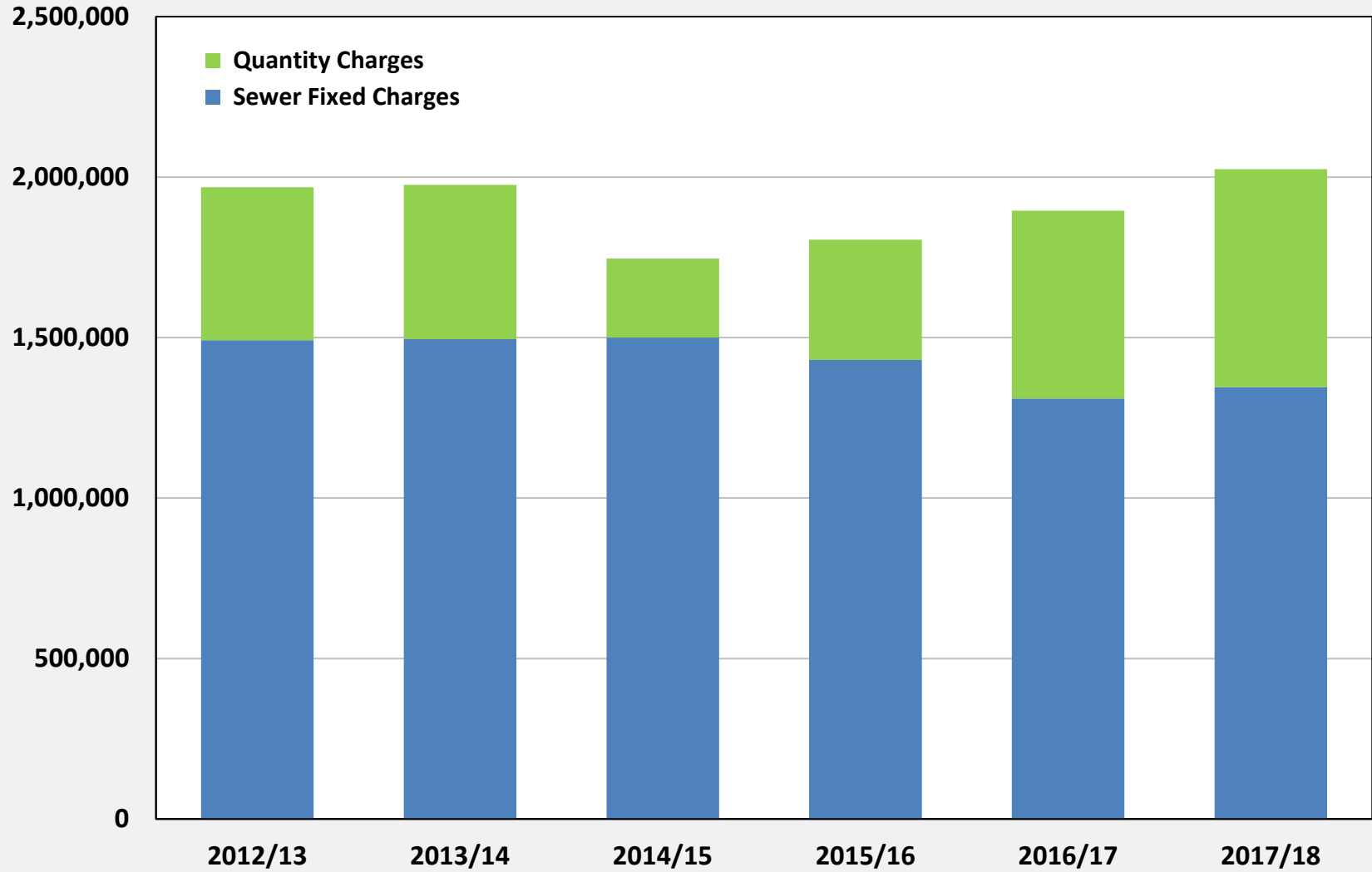


Table 4  
Cambria Community Services District  
Sewer Capital Improvement Projects

5-Year CIP Average (With Inflation): 1,543,000  
10-Year CIP Average (With Inflation): 1,156,000

	1 2018/19	2 2019/20	3 2020/21	4 2021/22	5 2022/23	6 2023/24	7 2024/25	8 2025/26	9 2026/27	10 2027/28	Total
<b>Capital Improvement Projects (Jan 2018 \$)</b>											
Priority 1	546,000	970,000	13,000	13,000	313,000	48,000	328,000	13,000	13,000	-	2,257,000
Priority 2	559,000	857,000	597,000	507,000	1,372,000	237,000	167,000	167,000	167,000	-	4,630,000
Priority 3	105,000	150,000	355,000	285,000	285,000	285,000	285,000	285,000	80,000	250,000	2,365,000
Priority 4	15,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	-	215,000
Total	1,225,000	2,002,000	990,000	830,000	1,995,000	595,000	805,000	490,000	285,000	250,000	9,467,000
<b>Capital Improvement Projects (With Cost Inflation)</b>											
Cost Inflation	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	
Cost Inflation	1.030	1.061	1.093	1.126	1.159	1.194	1.230	1.267	1.305	1.344	
Priority 1	562,000	1,029,000	14,000	15,000	363,000	57,000	403,000	16,000	17,000	-	2,476,000
Priority 2	576,000	909,000	652,000	571,000	1,591,000	283,000	205,000	212,000	218,000	-	5,217,000
Priority 3	108,000	159,000	388,000	321,000	330,000	340,000	351,000	361,000	104,000	336,000	2,798,000
Priority 4	15,000	27,000	27,000	28,000	29,000	30,000	31,000	32,000	33,000	-	252,000
Total	1,261,000	2,124,000	1,081,000	935,000	2,313,000	710,000	990,000	621,000	372,000	336,000	10,743,000

Table 5  
Cambria Community Services District  
Sewer Financial Projections

	0 2017/18	1 2018/19	2 2019/20	3 2020/21	4 2021/22	5 2022/23
Effective Date of Rate Increases		Sept-1	July-1	July-1	July-1	July-1
Projected Rate Increases		25%	20%	14%	3%	3%
Growth (Single Family Equivalents)		0	0	0	0	0
Change in Billed Use %		0.0%	0.0%	0.0%	0.0%	0.0%
Cost Escalation		4%	4%	4%	4%	4%
Interest Earnings Rate	1.25%	1.5%	2.0%	2.0%	2.0%	2.0%
<b>Beginning Sewer Fund Reserves</b>	<b>\$0</b>	<b>\$2,000</b>	<b>\$14,000</b>	<b>\$86,000</b>	<b>\$209,000</b>	<b>\$272,000</b>
<b>REVENUES</b>						
<u>Sewer Operations</u>						
Fixed Sewer Service Charges	1,345,000	1,602,000	1,985,000	2,276,000	2,363,000	2,434,000
Sewer Quantity Charges	679,000	803,000	1,001,000	1,257,000	1,408,000	1,482,000
Subtotal	2,024,000	2,405,000	2,986,000	3,533,000	3,771,000	3,916,000
Standby Availability	119,000	119,000	119,000	119,000	119,000	119,000
Interest Income	0	0	0	2,000	4,000	5,000
Capacity Charges from Growth	20,000	0	0	0	0	0
Other	78,000	70,000	70,000	70,000	70,000	70,000
Total Revenues	2,241,000	2,594,000	3,175,000	3,724,000	3,964,000	4,110,000
<b>EXPENSES</b>						
<u>Sewer System Operations</u>						
Salaries & Benefits	730,000	759,000	789,000	821,000	854,000	888,000
Additional Staffing Needs	0	126,000	264,000	275,000	286,000	297,000
Collection/Grnds Maint & Repair	76,000	80,000	83,000	86,000	89,000	93,000
Treatment Maint & Repair	50,000	75,000	78,000	81,000	84,000	87,000
Sludge Disposal	89,000	93,000	97,000	101,000	105,000	109,000
Major Maintenance	71,000	74,000	77,000	80,000	83,000	86,000
Utilities	225,000	234,000	243,000	253,000	263,000	274,000
Professional Services	75,000	78,000	81,000	84,000	87,000	90,000
Government Fees	91,000	95,000	99,000	103,000	107,000	111,000
Supplies/Vehicles/Equipment	75,000	78,000	81,000	84,000	87,000	90,000
Capital Outlay	85,000	50,000	52,000	54,000	56,000	58,000
Allocated Overhead	461,000	479,000	498,000	518,000	539,000	561,000
Subtotal	2,028,000	2,221,000	2,442,000	2,540,000	2,640,000	2,744,000
<u>Debt Service</u>						
2010 City Nat'l Bank Loan (1999 Refi)	161,000	161,000	161,000	161,000	161,000	161,000
Repay \$466K Loan from General Fund	0	0	0	100,000	100,000	100,000
Subtotal	161,000	161,000	161,000	261,000	261,000	261,000
Capital Improvement Projects	50,000	200,000	500,000	800,000	1,000,000	1,000,000
Total Expenses	2,239,000	2,582,000	3,103,000	3,601,000	3,901,000	4,005,000
<b>Revenues Less Expenses</b>	<b>2,000</b>	<b>12,000</b>	<b>72,000</b>	<b>123,000</b>	<b>63,000</b>	<b>105,000</b>
<b>Ending Fund Reserves</b>	<b>2,000</b>	<b>14,000</b>	<b>86,000</b>	<b>209,000</b>	<b>272,000</b>	<b>377,000</b>
Fund Reserves as a % of O&M	0%	1%	4%	8%	10%	14%
Debt Service Coverage	1.32	2.32	4.55	4.54	5.07	5.23

Table 5  
Cambria Community Services District  
Sewer Financial Projections

	6 2023/24	7 2024/25	8 2025/26	9 2026/27	10 2027/28
Effective Date of Rate Increases	July-1	July-1	July-1	July-1	July-1
Projected Rate Increases	3%	3%	3%	2%	2%
Growth (Single Family Equivalents)	0	0	0	0	0
Change in Billed Use %	0.0%	0.0%	0.0%	0.0%	0.0%
Cost Escalation	4%	4%	4%	4%	4%
Interest Earnings Rate	2.0%	2.0%	2.0%	2.0%	2.0%
<b>Beginning Sewer Fund Reserves</b>	\$377,000	\$421,000	\$500,000	\$619,000	\$740,000
<b>REVENUES</b>					
<u>Sewer Operations</u>					
Fixed Sewer Service Charges	2,507,000	2,582,000	2,660,000	2,715,000	2,769,000
Sewer Quantity Charges	<u>1,554,000</u>	<u>1,629,000</u>	<u>1,708,000</u>	<u>1,776,000</u>	<u>1,835,000</u>
Subtotal	4,061,000	4,211,000	4,368,000	4,491,000	4,604,000
Standby Availability	119,000	119,000	119,000	119,000	119,000
Interest Income	8,000	8,000	10,000	12,000	15,000
Capacity Charges from Growth	0	0	0	0	0
Other	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>	<u>70,000</u>
Total Revenues	4,258,000	4,408,000	4,567,000	4,692,000	4,808,000
<b>EXPENSES</b>					
<u>Sewer System Operations</u>					
Salaries & Benefits	924,000	961,000	999,000	1,039,000	1,081,000
Additional Staffing Needs	309,000	321,000	334,000	347,000	361,000
Collection/Grnds Maint & Repair	97,000	101,000	105,000	109,000	113,000
Treatment Maint & Repair	90,000	94,000	98,000	102,000	106,000
Sludge Disposal	113,000	118,000	123,000	128,000	133,000
Major Maintenance	89,000	93,000	97,000	101,000	105,000
Utilities	285,000	296,000	308,000	320,000	333,000
Professional Services	94,000	98,000	102,000	106,000	110,000
Government Fees	115,000	120,000	125,000	130,000	135,000
Supplies/Vehicles/Equipment	94,000	98,000	102,000	106,000	110,000
Capital Outlay	60,000	62,000	64,000	67,000	70,000
Allocated Overhead	<u>583,000</u>	<u>606,000</u>	<u>630,000</u>	<u>655,000</u>	<u>681,000</u>
Subtotal	2,853,000	2,968,000	3,087,000	3,210,000	3,338,000
<u>Debt Service</u>					
2010 City Nat'l Bank Loan (1999 Refi)	161,000	161,000	161,000	161,000	161,000
Repay \$466K Loan from General Fund	<u>100,000</u>	<u>100,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	261,000	261,000	161,000	161,000	161,000
Capital Improvement Projects	1,100,000	1,100,000	1,200,000	1,200,000	1,200,000
Total Expenses	4,214,000	4,329,000	4,448,000	4,571,000	4,699,000
<b>Revenues Less Expenses</b>	44,000	79,000	119,000	121,000	109,000
<b>Ending Fund Reserves</b>	421,000	500,000	619,000	740,000	849,000
Fund Reserves as a % of O&M	15%	17%	20%	23%	25%
Debt Service Coverage	5.38	5.52	9.19	9.20	9.13

Table 6  
Cambria Community Services District  
Proposed Sewer Rates

	Current Sewer Rates	Proposed Sewer Rates Effective On or After				
		Sept 1 2018	July 1 2019	July 1 2020	July 1 2021	July 1 2022
<b>Rate Increase %</b>		25%	20%	14%	3%	3%
<b>FIXED MONTHLY SEWER SERVICE CHARGES</b>						
<b>Residential</b>						
Monthly Charge	\$29.12	\$36.40	\$43.68	\$49.80	\$51.29	\$52.83
<i>Bi-Monthly Charge</i>	<i>58.24</i>	<i>72.80</i>	<i>87.36</i>	<i>99.60</i>	<i>102.58</i>	<i>105.66</i>
<b>Commercial</b>						
Monthly Charge	\$29.12	\$36.40	\$43.68	\$49.80	\$51.29	\$52.83
<i>Bi-Monthly Charge</i>	<i>58.24</i>	<i>72.80</i>	<i>87.36</i>	<i>99.60</i>	<i>102.58</i>	<i>105.66</i>
<b>SEWER QUANTITY CHARGES</b>						
<i>Billed based on metered water use (\$/ccf)</i>						
<b>Residential</b>	\$3.37	\$4.21	\$5.05	\$5.76	\$5.93	\$6.11
<b>Commercial</b>						
<u>Wastewater Class</u>						
Class 1	\$2.95	\$3.69	\$4.43	\$5.05	\$5.20	\$5.36
Class 2	3.37	4.21	5.05	5.76	5.93	6.11
Class 3	5.18	6.48	7.78	8.87	9.14	9.41

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

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

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

1 ccf = 100 cubic feet, or approximately 748 gallons

*The District reserves the right to assign customers to the class that best matches their wastewater strength.*



## Cambria Community Services District Typical Monthly Residential Sewer Charges

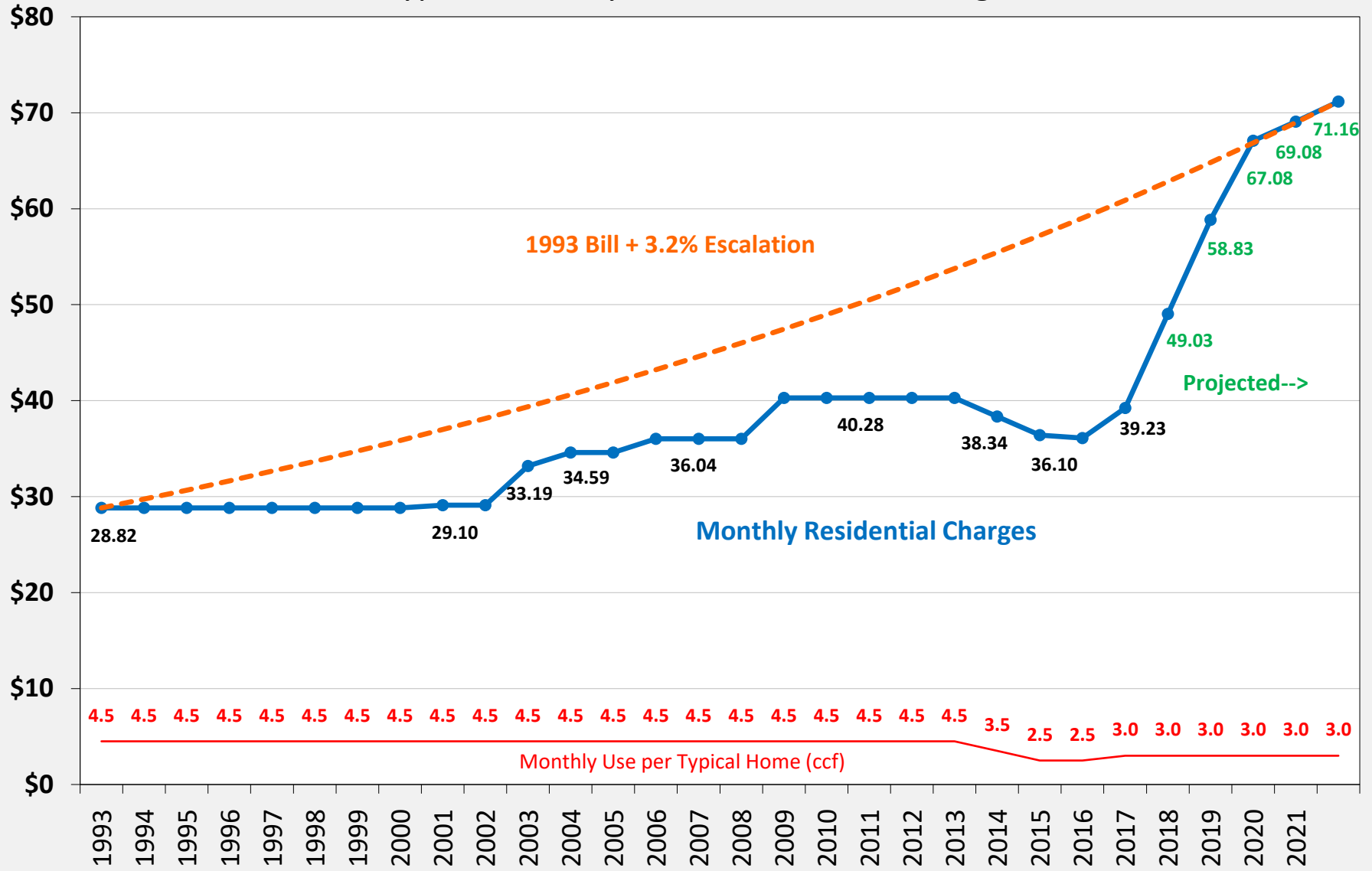


Table 7  
Cambria Community Services District  
Sewer Rate Impacts

	Bi-Monthly Use (ccf)	% of Bills at or Below	Current Bi-Monthly Bill	Projected Bi-Monthly Sewer Bills				
				Jan-1, 2016	Jan-1, 2017	Jan-1, 2018	Jan-1, 2019	Jan-1, 2020
<b>Single Family Residential Rate Impacts</b>								
Very Low Use	2	30%	\$64.98	\$81.22	\$97.46	\$111.12	\$116.68	\$122.50
<i>Monthly Equivalent</i>			32.49	40.61	48.73	55.56	58.34	61.25
Low Use (Median)	4	50%	71.72	89.64	107.56	122.64	128.78	135.20
<i>Monthly Equivalent</i>			35.86	44.82	53.78	61.32	64.39	67.60
Average Use	5	70%	75.09	93.85	112.61	128.40	134.83	141.55
<i>Monthly Equivalent</i>			37.55	46.93	56.31	64.20	67.42	70.78
2x Average Use	10	90%	91.94	114.90	137.86	157.20	165.08	173.30
<i>Monthly Equivalent</i>			45.97	57.45	68.93	78.60	82.54	86.65
Very High Use	20	99%	125.64	157.00	188.36	214.80	225.58	236.80
<i>Monthly Equivalent</i>			62.82	78.50	94.18	107.40	112.79	118.40
<b>Sample Commercial Rate Impacts</b>								
<b>Commercial Class 1 (e.g. Office, Retail, School)</b>								
Small Commercial	10		87.74	109.70	131.66	150.10	157.58	165.50
<i>Monthly Equivalent</i>			43.87	54.85	65.83	75.05	78.79	82.75
Mod Commercial	25		131.99	165.05	198.11	225.85	237.08	249.05
<i>Monthly Equivalent</i>			66.00	82.53	99.06	112.93	118.54	124.53
Large Commercial	100		353.24	441.80	530.36	604.60	634.58	666.80
<i>Monthly Equivalent</i>			176.62	220.90	265.18	302.30	317.29	333.40
Large Commercial	200		648.24	810.80	973.36	1,109.60	1,164.58	1,223.80
<i>Monthly Equivalent</i>			324.12	405.40	486.68	554.80	582.29	611.90
<b>Commercial Class 2 (e.g. Motel without Restaurant, Auto-Repair)</b>								
Small Commercial	10		91.94	114.90	137.86	157.20	165.08	173.30
<i>Monthly Equivalent</i>			45.97	57.45	68.93	78.60	82.54	86.65
Mod Commercial	25		142.49	178.05	213.61	243.60	255.83	268.55
<i>Monthly Equivalent</i>			71.25	89.03	106.81	121.80	127.92	134.28
Large Commercial	100		395.24	493.80	592.36	675.60	709.58	744.80
<i>Monthly Equivalent</i>			197.62	246.90	296.18	337.80	354.79	372.40
Large Commercial	200		732.24	914.80	1,097.36	1,251.60	1,314.58	1,379.80
<i>Monthly Equivalent</i>			366.12	457.40	548.68	625.80	657.29	689.90
<b>Commercial Class 3 (e.g. Restaurant, Hotel with Restaurant)</b>								
Mod Commercial	25		187.74	234.80	281.86	321.35	337.33	354.30
<i>Monthly Equivalent</i>			93.87	117.40	140.93	160.68	168.67	177.15
Large Commercial	100		576.24	720.80	865.36	986.60	1,035.58	1,087.80
<i>Monthly Equivalent</i>			288.12	360.40	432.68	493.30	517.79	543.90
Large Commercial	200		1,094.24	1,368.80	1,643.36	1,873.60	1,966.58	2,065.80
<i>Monthly Equivalent</i>			547.12	684.40	821.68	936.80	983.29	1,032.90

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

FROM: Jerry Gruber, General Manager  
Bob Gresens, District Engineer

AGENDA NO. **6.B.**

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Meeting Date: May 24, 2018      Subject: DISCUSSION AND CONSIDERATION  
OF AN AGREEMENT FOR  
CONSULTANT SERVICES WITH  
CLEVELAND BIOLOGICAL, LLC FOR  
ENVIRONMENTAL CONSULTATON

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**RECOMMENDATIONS:**

Staff recommends that the Board of Directors approve an agreement for consultant services with Cleveland Biological, LLC for environmental consultation services related to the Sustainable Water Facility (SWF).

**FISCAL IMPACT:**

Based upon the attached proposal, the agreement for consultant services is in the amount of \$104,500 to perform work related to completing an Endangered Species Act (ESA) Section 7 consultation process, associated permits, consultations, updating the Adaptive Management Plan (AMP), and preparation of the Annual AMP Monitoring Report. Funding for this proposed effort is to be from the Capital SWF Projects budget (Fund 40, Department 30).

**DISCUSSION:**

Although the Subsequent Environmental Impact Report (SEIR) process for the SWF addressed issues raised over the potential biological impacts of the project, questions and concerns continue to be expressed by resource agencies and private citizens regarding endangered or threatened "special status" species and critical habitats. The Adaptive Management Plan (AMP), developed as a biological mitigation for the SWF, provides a mechanism to monitor and protect such species; however, the AMP does not provide the same level of protection to the District as completing an ESA Section 7 consultation process, which would also address and hopefully resolve the remaining resource agency concerns.

Staff believes that initiating the Section 7 ESA consultation process, in addition to the other environmental support outlined within the proposal, will better protect the District while also facilitating the SWF's Regular Coastal Development Permit processing. As a result, an agreement for consultant services based on the attached proposal from Cindy Cleveland of Cleveland Biological, LLC is being recommended for approval. Ms. Cleveland is also familiar with the biological issues of the project and has provided biological monitoring and reporting work on the AMP for the SWF. As set forth in her proposal, Ms. Cleveland's work will involve preparation of a biological assessment, which would support the ESA Section 7 consultation process, as well as several required permits. In addition to updating the AMP and supporting the ongoing SWF Regular Coastal Development Permit process, permitting assistance will be provided to support the lagoon water pipeline modification described within the SEIR. Such

permitting will include a U.S. Army Corps of Engineers 404 permit, a Regional Water Quality Control Board 401 permit and a California Department of Fish and Wildlife streambed alteration 1602 permit.

Permitting efforts will include discussions and coordination with several State and Federal agencies, including the U.S. Fish and Wildlife Service, the National Oceanic and Atmospheric Administration, the U.S. Army Corps of Engineers, the Regional Water Quality Control Board, and the California Department of Fish and Wildlife.

Ms. Cleveland has extensive experience with the ESA Section 7 consultation process and related permitting. She has previously worked for the U.S. Fish and Wildlife Service doing, among other things, ESA Section 7 consultations. Ms. Cleveland's resume is included with her proposal.

Ms. Cleveland estimates that the work will take approximately 1100 hours to complete at a rate of \$95 per hour, for a total cost of \$104,500. Given the amount of work involved, staff believes her cost proposal is reasonable.

Attachments: Cleveland Biological, LLC Proposal dated May 22, 2018

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

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

*Cindy Cleveland  
Senior Biologist  
Cleveland Biological  
535 Cuesta Place  
Arroyo Grande, CA 93420  
805.234.3759*

*May 22, 2018*

*Bob Gresens P.E.  
District Engineer  
Cambria Community Services District  
P.O. Box 65  
Cambria, CA 93428  
805.927.6119*

## **Proposal for Environmental Consultations for the Sustainable Water Facility for the Cambria Community Service District**

Dear Mr. Gresens,

This proposal is for environmental consultation and related services for the Sustainable Water Facility (SWF) for the Cambria Community Service District, San Luis Obispo County, California (Project). We have discussed the history of the SWF, previous permits obtained and possible permits that are needed for the SWF.

This proposal outlines the plan for the successful attainment of U.S. Fish and Wildlife Service (USFWS), National Oceanic and Atmospheric Administration (NOAA), U.S. Army Corps of Engineers (USACE), Regional Water Quality Control Board (RWQCB), and California Department of Fish and Wildlife (CDFW) permits for the SWF. Also included are my qualifications to complete this project, a cost estimate for the project, and a cost estimate for the Annual Adaptive Management Plan (AMP) Monitoring Report update. Below is a discussion of general and specific permit application content.

### **1.0 General Permit Application Content**

#### **1.1 Project Background**

A project background will be written with the coordination of CCSD and based on information included in the *Cambria Sustainable Water Facility Project (SEIR 2017)* and the *Cambria Sustainable Water Facility Project Adaptive Management Plan (AMP 2017)*.

## **1.2 Project Description**

A project description will be written with the coordination of CCSD staff and descriptions taken from the SEIR 2017. The project description will be divided into four parts:

- 1. the completed SWF**
- 2. the project described in the CCSD Board certified SEIR including: modifications to the existing surface water impoundment basin for groundwater storage, a revised pipeline for lagoon water discharge, a future surface water treatment facility, and facilities for off-hauling of RO concentrate**
- 3. the January 2017 Governor-declared flooding emergency which resulted in the completed drainage swale and ditch at the impoundment basin**
- 4. future maintenance**

Each Project section will have a detailed project description and will describe physical and biological characteristics, and special status species and critical habitats that may be present. To complete this section maps and information may be requested from CCSD staff.

## **1.3 Project Impacts and Mitigations**

All Project actions will be analyzed for direct, indirect, and cumulative impacts to special status species and critical habitats that may occur at the "action area" or Project site and will include mitigations for these impacts. For USFWS and NOAA permits there will be a Section 7 finding of: *no effect* or *may affect, but not likely to adversely affect* or *may affect, and is likely to adversely affect*. For the USFWS and NOAA permits there will also be an analysis of cumulative effects.

## **1.4 CCSD Staff Coordination**

I will coordinate with CCSD to identify CCSD staff who may assist with the background description and project description and related maps. Identified CCSD staff will be contacted per their preference either through phone calls, texts, or email. All permit documents will be reviewed by CCSD before any release to the permitting agencies. All correspondence with the agencies, once cleared by the CCSD, will be also copied to the proper CCSD staff. Wet signatures on permit applications and permit fee payments will be provided by the CCSD.

## **1.5 Coastal Commission Staff Coordination**

I will work with a California Coastal Commission staff ecologist on identifying environmentally sensitive habitat areas affected by the project.

## **2.0 Specific Permit Application Content**

### **2.1 U.S. Fish and Wildlife Service Section 7 consultation**

The Biological Assessment for the USFWS permit will be the first written document. All subsequent permits will use the same general information that is prepared for the USFWS. The Project Description will be written before informal consultations begin with the USFWS. After an informal consultation meeting and based on USFWS feedback the rest of the BA will be written.

A second informal meeting will be held with the USFWS once the BA is complete. This meeting will bring up any concerns that the USFWS might have with the BA. Informal meetings will allow revision of the BA without having to receive a formal letter from the USFWS about their concerns, which can delay the permitting process. Once the BA is complete, formal consultation will be initiated and the service has 135 day from initiation of formal consultation (this can be extended by the USFWS) to issue a Biological Opinion.

### **2.2 National Oceanic and Atmospheric Administration Section 7 consultation**

If the completed BA reveals any detrimental or beneficial impacts to any waters of San Simeon Creek, consultation with NOAA may be required. This proposal assumes two agency meetings with NOAA. The consultation will follow USFWS guidelines as described above and the same BA written for USFWS will be used for NOAA, but the analysis will include species covered by NOAA.

### **2.3 U.S. Army Corps of Engineers 404 Permit**

The proposed San Simeon Lagoon discharge will require a USACE permit. It may fall under a Nationwide 404 permit. That permit would require the completion of an application and would include additional analysis of impacts to San Simeon Creek from the proposed discharge. This proposal assumes two agency meetings with USACE.

### **2.4 Regional Water Quality Control Board 401 Permit**

The proposed San Simeon Lagoon discharge will require a 401 permit from the Central Coast Regional Water Quality Control Board. The 401 permit includes additional analysis of impacts to San Simeon Creek from the proposed discharge. This proposal assumes two agency meetings with Central Coast Regional Water Quality Control Board.

### **2.5 California Department of Fish and Wildlife Lake or Streambed Alteration 1602 Permit**

Possible impacts to riparian habitats for the proposed San Simeon Lagoon discharge and project activities will require a Lake or Streambed Alteration Permit 1602 permit. The 1602 permit application will be adapted from the USFWS BA and will also include analysis of impacts to special status species and habitats.

### 3.0 Update to AMP and Annual AMP Monitoring Report

The AMP will be updated with information from the BA and from consultations with permitting agencies. There may be additional reporting requirements or a modification of current requirements based on permitting agency comments. Every effort will be made to simplify the required monitoring.

### 4.0 Qualifications and Insurance

For over 20 years I have successfully completed consultations for both Federal, State, and private clients and never had a permit denied or a project delayed due to permitting issues (see Attachment 2: Resume). In addition, while employed at the USFWS I wrote Biological Opinions and was trained on NEPA compliance and conferencing.

I live locally and will promptly respond to CCSD concerns and agency communications. Since 2014 I have worked with the CCSD with field surveys and report writing.

Cleveland Biological is a California LLC and is in the process of becoming an S corporation which holds both general liability (each claim: 1,000,000 and aggregate: 2,000,000) and professional liability (each claim: 1,000,000 and aggregate: 2,000,000). In addition, I hold a USFWS Section 10(a)(1)(A) recovery permit for California red-legged frogs.

### 5.0 Cost Estimate and Deliverables

The cost estimate presented below is based on an hourly rate of \$95 per hour for all activities. The cost estimate assumes two meetings with each of the five agencies; if more meetings are required, a scope and budget amendment may be necessary. In addition, due to the intense public interest in this project, if there are significant changes to the project description, a scope and budget amendment may be necessary. This proposal covers:

Activity	Hours	Total
<b>USFWS Consultation</b> Includes two agency meetings	150	\$14,250
<b>NOAA Consultation</b> Includes two agency meetings	125	\$11,875
<b>USACE Permit</b>	125	\$11,875

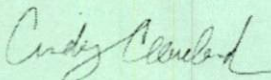


<b>Included two agency meetings</b>		
<b>RWQCB Permit</b>	100	\$9,500
<b>Includes two agency meetings</b>		
<b>CDFW Permit</b>	125	\$11,875
<b>Includes two agency meetings</b>		
<b>BA for USFWS</b>	175	\$16,625
<b>BA for NOAA</b>	125	\$11,875
<b>Total</b>		<b>\$87,875</b>

<b>Update to AMP</b>	75	\$7,125
<b>Annual AMP Monitoring Report</b>	100	\$9,500
<b>Total</b>		<b>\$16,625</b>
<b>Total Consultations, Permits, and AMP Update and Annual AMP Monitoring Report</b>	1,100	\$104,500

I look forward to a speedy and efficient permitting process. Please call me at (805) 234-3759 if you need further information or have any questions.

Sincerely,



Cindy Cleveland  
Principal Biologist

**Enclosures:**

**Attachment 1: Citations**

**Attachment 2: Resume**

Attachment 1

Citations

Adaptive Management Plan (AMP) 2017 for the Cambria Sustainable Water Facility Project. Prepared by Michael Baker International, June 2017.

Subsequent Environmental Impact Report (SEIR) 2017 for the Cambria Sustainable Water Facility Project. Prepared by Michael Baker International, July 2017.

Attachment 2

Resume

Cindy Cleveland (Carpanzano)  
Clevelandbiological.com

Cleveland Biological  
535 Cuesta Place  
Arroyo Grande, California 93420

Cell:(805) 234-3759  
cindycleve@gmail.com

EDUCATION

**M.A., Biology**, *summa cum laude*  
University of California at Santa Barbara, 1996.

Thesis: Distributions and habitat associations of different age classes and mitochondrial genotypes of *Oncorhynchus mykiss* in streams in southern California.

**B.A., Biology/Anthropology**, *cum laude*  
University of California at San Diego, 1992.

8-hour Hazwoper Compliance Refresher, 2012, 2013, 2014, 2015, 2016, 2017  
40-Hour Hazwoper, August 2011  
10(a)(1)(A) USFWS California Red-Legged Frog Recovery Permit Number TE71222B-0  
Valid California Department of Fish and Wildlife Scientific Permit ID Number 13003  
Registered Yoga Teacher 200-hour Yoga Alliance  
Current CPR and First Aid Certification

EMPLOYMENT

**Principal Biologist**  
Cindy Cleveland self employment  
Dates Employed: September 2002 to present.

- Protocol level California red-legged frog surveys for all wetlands at the Oceano Dunes State Vehicular Recreation Area for California State Parks
- Completion of reports and surveys for new hiking trail for the City of Arroyo Grande
- Obtained permits for Los Osos Wetland Conservation Project for Coastal San Luis Resource Conservation District.
- Completed Baseline Conditions Reports and Resource Assessment Reports for sixteen ranches for California Rangeland Trust. Reports assessed ranches for special status species and all property improvements.
- Wetland sensitive species and Vandenberg monkey flower surveys for a private ranch located in Lompoc, California.
- Weekly biological monitoring, preconstruction surveys and photomonitoring for emergency flood control project for the Cambria Community Service District.
- Invasive Species Eradication Project located in Morro Bay, California.
- Environmental monitoring for oil remediation projects located in the cities of Napa and San Luis Obispo, California.
- Wetland sensitive species survey for 17,000-acre ranch located in Santa Margarita, California.
- California red-legged frog, tidewater goby, steelhead trout and special status species surveys and monitoring for Cambria Emergency Water Supply Project.

- California red-legged frog, tidewater goby, steelhead trout, and special status species surveys and monitoring for two On-Farm Water Quality Demonstration Projects in Guadalupe and Los Osos, California.
- Completion of Biological Resources section for Southern SLO County Anza Trail Corridor Plan-Edna Valley/Price Canyon Project.
- Monitored and surveyed Arroyo Grande Creek for California red-legged frogs, steelhead trout, and nesting birds, for creek flood control projects from 2005 through 2018. Trained crews on biological monitoring and California red-legged frog surveys for 2008 through 2012. Principal author of California red-legged frog training manual. Co-authored San Luis Obispo Zone 9 Flood Control District website.
- Biological for Bradley Canyon Levee Extension Project, Santa Maria, California. On Biological Opinion (8-8-11-F-25) to survey, capture, handle, and relocate California red-legged frogs.
- Nesting bird survey and monitoring of work crews at hydrocarbon remediation site in Vallejo, California.
- Nesting bird survey at hydrocarbon remediation site in Lodi, California.
- Performed air quality monitoring and soil samples for hydrocarbon remediation site in San Luis Obispo County.
- Successfully obtained County, State, and Federal permits for oil remediation project in Nipomo, California. Presurveyed and monitored project site during construction for sensitive species. Wrote project site revegetation plan, long-term monitoring plan, and final biological survey reports for aforementioned agencies. On Biological Opinion (8-8-11-F-44) to survey, capture, and relocate California red-legged frogs. Writing of biannual Revegetation reports for 5 years.
- Principal author, Sisquoc River Trails Maintenance and Biological Training Guide, Los Padres National Forest, Santa Maria, California.
- California Department of Parks and Recreation California red-legged frog survey for Oso Flaco project. On Biological Opinion (8-8-09-F-22) to capture, handle, and monitor California red-legged frogs.
- Principal author, California red-legged frog habitat assessment for private development in San Luis Obispo County.
- Principal author, California red-legged frog Habitat Assessment submitted to County of San Luis Obispo for a housing development located in rural Arroyo Grande.
- Principal author, California red-legged frog Habitat Assessment submitted to County of San Luis Obispo for a wedding operation in Arroyo Grande.
- Principal author, Biological Assessment for California red-legged frogs and San Joaquin kit fox submitted to the City of Paso Robles for Viborg Development in Paso Robles.
- Principal author, Pismo Creek steelhead trout snorkeling surveys for Central Coast Salmon Enhancement.
- Principal author, California red-legged frog Habitat Assessment submitted to County of San Luis Obispo for classified Nipomo development.
- Principal author, nesting bird survey submitted to County of San Luis Obispo for Viborg Pit, Templeton.
- Principal author, Biological Assessment for the City of San Juan Bautista Infrastructure Improvements Program, which covered San Joaquin kit fox, California tiger salamander, and California red-legged frogs.

- Principal author, Biological Assessment, Essential Fish Habitat Report, and Incidental Harassment Authorization Report for Moss Landing Harbor District Redevelopment Project which covered western snowy plover, brown pelican, California least tern, Pacific harbor seal, California sea lion, southern sea otter, and tidewater gobies.
- Principal author, California red-legged frog Habitat Assessment submitted to County of San Luis Obispo for Cayucos Development.
- Surveyed Fauna for Dune Collaborative in Guadalupe-Nipomo Dunes.
- Edited and co-authored, "Terrestrial and Biological Resources in the Guadalupe-Nipomo Dunes" for Dunes Collaborative (500 pages).
- Researched fish kill for the City of Santa Maria.
- One of the keynote speakers at Dune Quest October 13, 2006, Guadalupe, CA.

### **Fish and Wildlife Biologist**

U.S. Forest Service Enterprise TEAMS

Dates Employed: January 2009 to present.

- Principal author, Wildlife Biological Evaluation/Biological Assessment for Horseshoe Campground project, Los Padres National Forest, Santa Maria, California.
- Principal author, Wildlife Biological Evaluation/Biological Assessment for Willow Spring Trail and Trailhead, Los Padres National Forest, Santa Maria, California.
- Principal author, Biological Evaluation Fisheries Specialist Report for Leonia Restoration Project, Idaho Panhandle National Forest.
- Principal author, Fisheries and Aquatic Species Biological Evaluation/Biological Assessment for Snow Basin Vegetation Management Project, Wallowa-Whitman National Forest, Oregon.
- Principal author, Fisheries Biological Evaluation/Biological Assessment for Boulder/Eagle and Snake Pine Grazing Allotments, Wallowa Whitman National Forest, Oregon.

### **Biologist**

Land Conservancy of San Luis Obispo County

- Dates Employed: May 2003 to December 2003.
- Principal author of the history and analysis of a multi-year program to eradicate invasive species in the Guadalupe-Nipomo Dunes.
- Participated in designing an invasive species monitoring program for the Guadalupe-Nipomo Dunes and completed a pre-construction survey for restoration work in Black Lake Canyon, Guadalupe, California.

### **Fish Biologist**

U.S. Forest Service

Wallowa Whitman National Forest, Baker City, OR

- Dates Employed: August 2001 to September 2002.
- Grade Level: GS-11.
- Principal author of the fisheries section for the North Fork Burnt River, Environmental Impact Statement (EIS). The EIS covered sixty mining claims in eastern Oregon that perform suction dredging, placer, and lode mining. Included field surveys of mining operations.



**Fish & Wildlife Biologist**

U.S. Forest Service

Los Padres National Forest, Goleta, CA

- Dates Employed: October 1998 to July 2001.
- Grade Level: GS-9 then GS-11.
- Fish and wildlife biologist for half of the Los Padres National Forest which covers over 2 million acres.
- Surveys of special-status species and wrote biological reports on steelhead trout, California red-legged frog, and Least Bell's Vireo populations and habitats.
- Direct supervision of herpetological and fisheries field survey crews.
- Project review and effects analyses, and field surveys to determine impacts from forest activities (e.g. roads, trails, campgrounds, cattle allotments, and abandoned mines) to threatened and endangered species.
- Interdisciplinary member of two watershed analyses projects (Arroyo Seco River and Sisquoc River).
- Wrote a biological assessment for the authorization of grazing on the Monterey Coast and biological assessment/biological evaluations for the Kirk and Ranch Fires burned area emergency rehabilitation teams.

**Wildlife Biologist**

Levine-Fricke-Recon, Santa Maria, CA.

- Dates Employed: September 1997 to October 1998.
- Principal biologist and project manager for floral and faunal surveys in Central California.
- Principal or co-author on Cypress Ridge Golf Course California red-legged frog presence/absence surveys, Nipomo High School special-status species survey, San Luis Obispo Creek steelhead habitat survey, Morro Creek Erosion Control Project, revegetation plan and project monitor for Pacific Gas and Electric Company, Salinas River steelhead habitat report.

**Fish & Wildlife Biologist**

U.S. Fish and Wildlife Service, Ventura, CA

- Dates Employed: January 1997 to July 1997.
- Grade Level: GS-9.
- Biologist for the permits and consultations division of the U.S. Fish and Wildlife Service.
- Reviewed projects in Ventura, Santa Barbara and San Luis Obispo Counties for compliance with the federal Endangered Species Act (ESA) and determined mitigation measures.
- Wrote three biological opinions for impacts to the California red-legged frog.

**Fish & Wildlife Biologist**

U.S. Forest Service

Los Padres National Forest, Goleta, CA

- Dates Employed: June 1995 to January 1997.
- Grade Level: GS-7, under a cooperative education agreement.
- Fisheries field crew leader. Surveyed streams across the Los Padres National Forest using stream habitat typing, stream condition inventory, and microhabitat analysis methods.

- Organized field data into GIS databases using ARCVIEW/ARCINFO for Sespe, Santa Paula, and Ventura watershed analyses.
- Worked on the Highway 58 Fire as a burned area emergency rehabilitation biologist.

**Fish Biologist**

Pacific Southwest Research Station

U.S. Forest Service, Pacific Grove, CA

- Dates Employed: March 1993 to June 1995.
- Grade Level: GS-7.
- Performed direct mitochondrial DNA sequencing on Chinook salmon and rainbow and steelhead trout. At the time, we were the only lab that performed direct mitochondrial DNA sequencing on rainbow and steelhead trout.
- Presented and published two papers on the aforementioned work.

**Fish Biologist**

U.S. Forest Service

Los Padres National Forest, Goleta, CA

- Dates Employed: July 1992 to March 1993.
- Grade Level: GS-5.
- Performed fish surveys on the Monterey Ranger District of the Los Padres National Forest.
- Principal investigator on a Fisheries Habitat Relationship Project.

**Researcher**

San Diego Zoological Society

- Dates Employed: January 1989 to July 1992.
- Awarded one of the only two internships that year for the San Diego Zoo or San Diego Wild Animal Park and U.C. San Diego.
- Behaviorist for the Post-Occupancy Evaluation (POE) of the new gorilla tropics exhibit.

PUBLICATIONS

Blecha, J., **Cleveland, C.**, Innis, D., Vogler, W. Fauna of the Guadalupe-Nipomo Dunes. May 2007.

**Carpanzano, C.** Wetland Delineations at the Former Unocal Oil Field. Presented at Levine-Fricke-Recon symposium. Lake Tahoe, California. September, 1998.

**Carpanzano, C.** The Endangered Species Act and Habitat Conservation Plans. A One-Day Course taught at U.C. Santa Barbara and California State Polytechnic University. August and September, respectively 1998.

Nielsen, J. L., **Carpanzano, C.**, Fountain, M. C. & Gan, C. A. 1996. Mitochondrial DNA freshwater habitats in southern California. Trans. Amer. Fish. Soc.

**Carpanzano, C.** Distribution and habitat associations of *Oncorhynchus mykiss* in streams in southern California. Abstract, presented at American Fisheries Society, Cal-Neva meeting, Ventura, CA, March 28, 1996.

Ogden, J.J. & **Carpanzano, C.** 1995. Naturalistic Zoo Exhibits: What is functional naturalism for exhibit animals. Chapter in, *Environmental Enrichment for Captive Animals*.

Ogden, J.J. & **Carpanzano, C.** 1991. Post-occupancy evaluation of Gorilla Tropics. Presented to Zoological Society of San Diego, San Diego, California.

AWARDS

Status and Restoration of Steelhead in Southern California Streams. Principal investigators: **Carpanzano, C.** & Freel, M. awarded funding for 2 years, 1993.

"Most Likely to Succeed" Scholarship, University of California at San Diego, 1992.

Completed Los Padres National Forest and U.C. Santa Barbara cooperative education agreement, 1996.

Spot Award for Crew Leadership, 1999.

FELLOWSHIPS

Graduate Academic Fellowship, University of California at Santa Barbara, 1995 and 1996.

TO: Board of Directors

AGENDA NO. **6.C.**

FROM: Jerry Gruber, General Manager  
Monique Madrid, District Clerk  
Haley Dodson, Confidential Administrative Assistant

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Meeting Date: May 24, 2018

Subject: DISCUSSION AND CONSIDERATION  
TO APPROVE AMENDED  
AGREEMENT FOR CONSULTANT  
SERVICES WITH TEKTEGRITY AND  
AUTHORIZE AN ADDITIONAL \$1500  
FOR LABOR COSTS

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**RECOMMENDATION:** Staff recommends that the Board of Directors approve the attached amended Agreement for Consultant Services with TekTegrity and authorize an additional \$1,500 for labor costs.

**FISCAL IMPACT:** Increase in labor costs of \$1,500.

**DISCUSSION:** Staff would like to thank the Board for allowing this item to be brought back for additional consideration. At the March 22, 2018 Regular Board meeting, this item came before the Board for consideration and was not approved. A concern was raised regarding total expenses paid to TekTegrity in the amount of \$83,000 when an expectation of \$45,000 and \$26,000 equaling \$67,000 - \$68,000 was authorized.

At the June 22, 2017 Regular Board Meeting, the Board approved \$26,376 for annual support estimated at 10 hours of support per month with an additional \$5,747 for hardware and labor onboarding costs. At that time, an explanation of how we arrived at the estimation of time needed.

At the October 26, 2017 Regular Board meeting, the Board authorized \$45,494.50 for the purchase of hardware, software and labor costs for the upgrade and replacement of equipment for the CCSD network. The cost was an estimate based on the engineer's review of the required work. At the time of the preparation of the proposal, the Board of Directors did not have CCSD issued email addresses. By the time we went live with the new Microsoft Office 365 software, the Board of Directors emails had been added to the system. This addition was not initially accounted for in the original proposal.

Following the March 22, board meeting, staff went back and reviewed the records and worked with TekTegrity to provide an accurate and detailed analysis to determine the number of hours reduced compared to the number of hours charged as a result of staff negotiating with Tek Tegrity. Initially, the hours required to finish the project were estimated to be 52 hours at a cost of \$125 per hour for a total of \$6,500. Staff worked with TekTegrity and an agreement was reached to cap the additional labor cost at 12 hours with a rate of \$125 per hour for a total of \$1,500. This resulted in a cost savings to the CCSD of \$5,000.

Staff has prepared a chart below for your reference. CCSD staff is very appreciative of TekTegrity's willingness to work with us to finish the project, and only exceeding the approved budget of \$45,494.50 by 3.3% or \$1500. Staff would like to reassure the entire Board that we do work closely with vendors in order to stay within the authorized contract amounts. Often times vendors provide work for which they do not charge, as they did in this case.

Please find a more detailed analysis of the expenses paid to TekTegrity for the fiscal year 2017/2018 below, including the server project, annual support, and various hardware purchases and installation/labor charges.

<b>Server Project</b>			
11/14/2017	01-6170-09	Adm/Hardware & Software Deposit	\$10,971.66
11/30/2018	01-6170-09	Adm/New Servers and Microsoft 365	\$23,119.50
1/31/2018	01-6170-09	Adm/Server/Network	\$6,629.59
2/16/2018	01-6170-09	Adm/One Hour of Labor	\$130.00
2/28/2018	01-6170-09	Adm/5 BOD Microsoft Office 365 Subscriptions	\$300.00
2/28/2018	01-6170-09	Adm/20.5 Billable Hours	\$2,600.00
4/25/2018	01-6170-09	Adm/Engineer Regular Work	\$1,531.25
			\$45,282.00
<b>Admin Laptops/Computers/Accessories</b>			
Date	Account Number	Notes	Amount
7/31/2017	01-6044-09	Adm/Wattbox 3 Outlet Security Firewall	\$4,084.53
8/31/2017	01-6044-09	Adm/Tek Services Essentials Billable	\$1,156.25
8/31/2017	01-6044-09	Adm/Blackbox Kit 4tb Back Up Equipment	\$1,067.96
11/13/2017	01-6045-09	Adm/Deposit for Admin Computers	\$2,819.70
11/30/2017	01-6045-09	Adm/Final Payment for Admin Computers	\$434.19
12/31/2017	01-6045-09	Adm/Install Configure 3 Admin Workstations	\$880.00
1/18/2018	01-6045-09	Adm/DVI Cable 27" Monitor (AT3)	\$215.59
1/31/2018	01-6045-09	Adm/Hard Drive Destruction	\$40.00
1/31/2018	01-6044-09	Adm/Three workstations	\$1,812.50
2/16/2018	01-6045-09	Adm/DVI Cable, LCD Monitor	\$215.59
2/28/2018	01-6045-09	Adm/VGA Cable	\$21.55
2/28/2018	01-6045-09	Adm/VGA Cable	\$26.93
3/31/2018	01-6044-09	Adm/HP Printer C Cox	\$653.81
3/31/2018	01-6044-09	Adm/Rudy's New HP Probook	\$1,187.47
5/14/2018	01-6045-09	Rudy's New Laptop Technician Time	\$500.00
5/14/2018	01-6045-09	Rudy's New Computer Monitor	\$155.05
			\$15,271.12
<b>Water</b>			
10/26/2017	11-6045-11	WD/Bob's New Computer	\$1,469.79
11/22/2017	11-6045-11	WD/WW Microsoft Project 2016	\$589.99
3/31/2018	11-6044-11	WD/HP Laserjet Print	\$521.53
			\$2,581.31
<b>Wastewater</b>			
10/26/2017	12-6045-12	WW/Bob's New Computer	\$1,469.78
11/22/2017	12-6045-12	WW/Bob Gresens Laptop	\$130.00
			\$1,599.78

<b>Admin Monthly Billing</b>			
7/31/2017	01-6044-09	Adm/Monthly billing	\$2,198.00
8/22/2017	01-6044-09	Adm/Monthly billing	\$2,198.00
9/15/2017	01-6044-09	Adm/Monthly billing	\$2,198.00
10/15/2017	01-6044-09	Adm/Monthly billing	\$2,198.00
11/15/2017	01-6044-09	Adm/Monthly billing	\$2,198.00
12/15/2017	01-6044-09	Adm/Monthly billing	\$2,198.00
1/15/2018	01-6044-09	Adm/Monthly billing	\$2,198.00
2/15/2018	01-6044-09	Adm/Monthly billing	\$2,198.00
3/2/2018	01-6044-09	Adm/Monthly billing	\$2,198.00
3/15/2018	01-6044-09	Adm/Monthly billing	\$2,198.00
4/15/2018	01-6044-09	Adm/Monthly billing	\$2,198.00
5/16/2018	01-6044-09	Adm/Monthly billing for June	\$2,198.00
			\$26,376.00
<b>Admin Additional Monthly Hours Billed</b>			
9/30/2017	01-6044-09	Adm/Overage Hours for September 2017	\$1,456.25
11/30/2017	01-6044-09	Adm/Overage Hours for October & November 2017	\$2,437.50
1/31/2018	01-6044-09	Adm/Overage Hours for January 2018	\$1,125.00
2/28/2018	01-6044-09	Adm/Feb 2018 Billable Time	\$3,031.25
4/25/2018	01-6044-09	Adm/Overage Hours for March 2018	\$2,500.00
5/14/2018	01-6044-09	Adm/Overage Hours for April 2018	\$4,250.00
			\$14,800.00

To date, the total cost of the Agreement for the purchase of hardware, software and labor costs for the upgrade and replacement of equipment for the CCSD network is \$45,282.00, with a remaining balance of \$212.50. The cost to finish the project required an additional 12 hours of labor at a cost of \$125.00 per hour, creating a need for an additional \$1,500.

232 hours were spent to complete the entire server project.

30 hours were written off and not billed.

10 hours were performed by Jeff Franklin, who is salaried, and were not billed.

180 hours were originally approved.

12 additional hours were requested at the March and April Board meetings.

<b>Total # of Hours Spent to Complete Project</b>			<p>TekTegrity wrote off 30 hours of work and Jeff Franklin performed an additional 10 hours of work, and didn't bill the CCSD. In total, TekTegrity spent 192 hours on the project and</p>
232	\$ 125.00	\$29,000.00	
30	\$ 125.00	\$3,750.00	
10	\$ 125.00	\$1,250.00	
192		\$24,000.00	
<b>Hours Approved by Board to Complete Project</b>			<p>It took 192 hours to complete the server project, for a grand total of \$24,000, but the Board approved 180 hours, for a total of \$22,500. Staff is requesting that the Board approved an additional \$1500.</p>
180	\$ 125.00	\$22,500.00	
		\$1,500.00	

<sup>239</sup>Based on the above information, staff recommends the Board of Directors approve the amended Agreement for Consultant Services with TekTegrity and authorize an additional \$1,500 for labor costs.

Attachments:           Amendment to Agreement for Consultant Services  
                                  Change Order Proposal #JF014857 Version 1  
                                  Before and After Pictures

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

UNANIMOUS \_\_\_RICE\_\_\_BAHRINGER \_\_\_FARMER\_\_\_WHARTON\_\_\_PIERSON

**AMENDMENT TO AGREEMENT FOR CONSULTANT SERVICES**

This Amendment to Agreement for Consultant Services ("Amendment") by and between the **CAMBRIA COMMUNITY SERVICES DISTRICT** ("CCSD") and **TEKTEGRITY** ("Consultant") is made and entered into this \_\_\_\_<sup>th</sup> day of May, 2018.

**WHEREAS**, the parties entered into an Agreement for Consultant Services ("Agreement") on October 26, 2017, under which Consultant provided IT services to the CCSD; and

**WHEREAS**, the Agreement expired on February 28, 2018; and

**WHEREAS**, Consultant and CCSD now mutually agree and desire to revive and amend certain portions of the Agreement.

**NOW, THEREFORE**, for good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the parties mutually agree as follows:

1. The Agreement is hereby revived and shall be in effect until May 31, 2018, unless sooner terminated pursuant to the provisions thereof.
2. Consultant shall provide the services described in the proposal dated May 1, 2018, attached hereto as Exhibit "A" and incorporated herein by reference, and shall be paid the amount set forth therein.
3. Except as modified herein, all terms and conditions of the Agreement, as amended, shall be in full force and effect.

**IN WITNESS WHEREOF**, **CCSD** and **CONSULTANT** have executed this Amendment the day and year first above written.

CAMBRIA COMMUNITY SERVICES  
DISTRICT

TEKTEGRITY

\_\_\_\_\_  
Jerry Gruber, General Manager

\_\_\_\_\_  
Jeff Bower

Attest:

\_\_\_\_\_  
Monique Madrid, District Clerk





**Change Order for  
Cambria Community Services District  
Proposal #JF014857 | Version 1**



<b>Adjustments to Services</b>	<b>Qty</b>	<b>Each</b>	<b>Total</b>
Project Labor - Per Hour Additional hours to complete mailbox migrations for CCSD board members not previously accounted for in original quote.	12	\$125.00	\$1,500.00
<b>Adjustments to Services Subtotal</b>			<b>\$1,500.00</b>

## Change Order

Proposal # JF014857 | Version 1

### Prepared For

Cambria Community Services District  
Haley Dodson  
1316 Tamson Drive  
Cambria, CA 93428  
hdodson@cambriacsd.org

### Prepared By

TekTegrity  
Jeff Franklin  
150 South Street  
San Luis Obispo, CA 93401  
jfranklin@tektegrity.com

### Cost Summary

<b>Total</b>	<b>\$1,500.00</b>
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## Terms & Conditions

Quotes expire within 30 days. All software sales are final - our vendors do not accept software returns. Also, our vendors may change prices on products in high demand between the time a quote is made and the product is ordered. Vendor's shipping fees may also vary from quoted amount. TekTegrity reserves the right to make minor pricing adjustments in the final invoice if our vendors change prices. A downpayment may be required for all hardware and software over \$500. Labor will be billed separately in accordance of the terms of your Service Agreement..

### FOR CLIENT

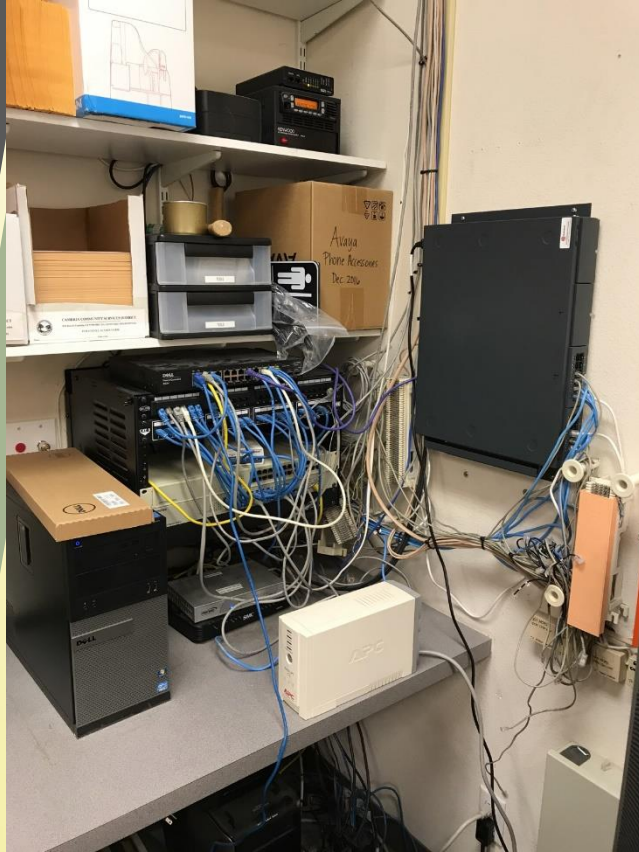
Company	<u>Cambria Community Services District</u>
Address	<u>1316 Tamson Drive</u>
	<u>Cambria, CA 93428</u>
Name	<u>Haley Dodson</u>
Title	<u></u>
Signature	<u></u>
Date/Time	<u></u>

### TekTegrity

Company	<u>Jeff Franklin, IT Consultant</u>
Signature	<u></u>
Date/Time	<u>05/01/2018 6:43 PM</u>

# Cambria Community Services District New Server Project Before and After Pictures

# Administration Office



This is the server room before the old server equipment and wiring was removed.



This is after the old server equipment and wiring was removed.

# Facilities & Resources Department

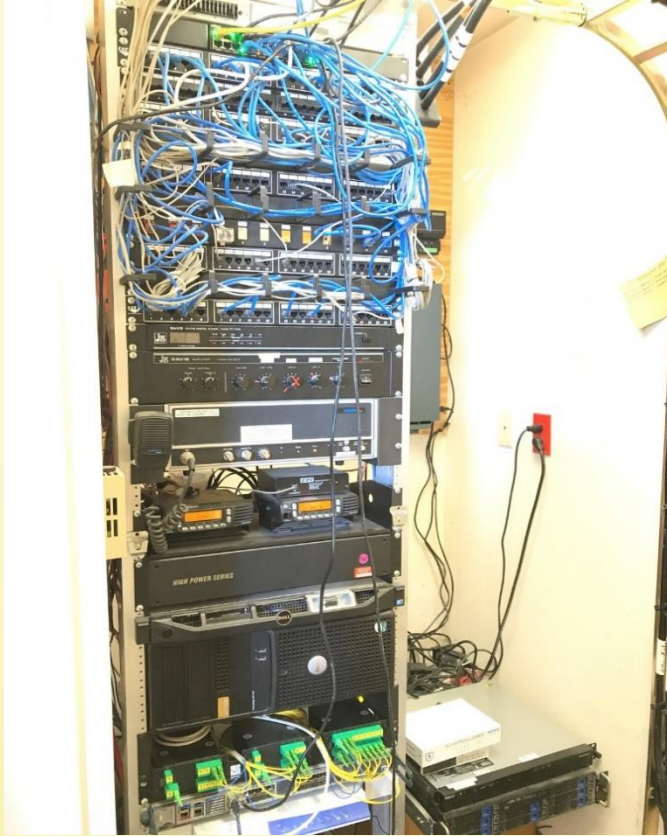


This is before the old wiring was removed.

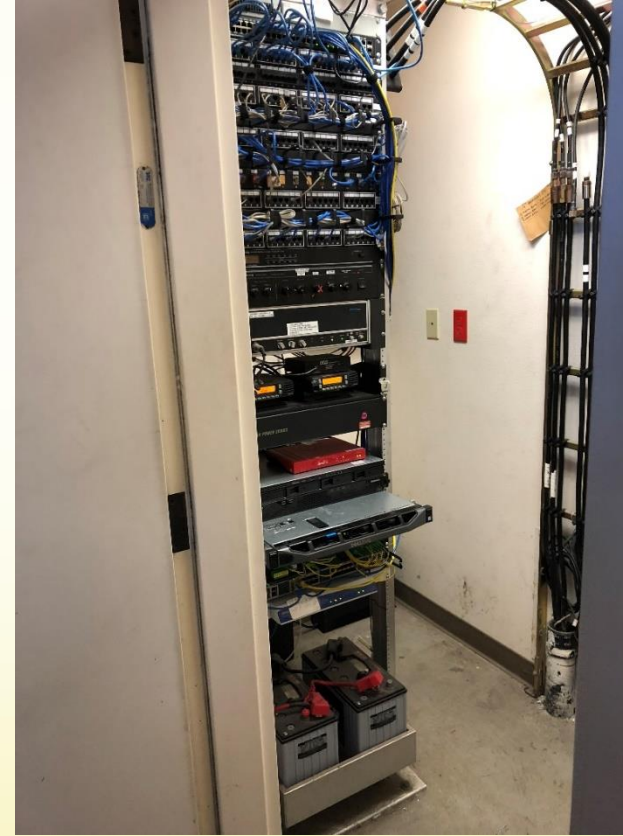


This is after the old wiring was removed.

# Fire Department



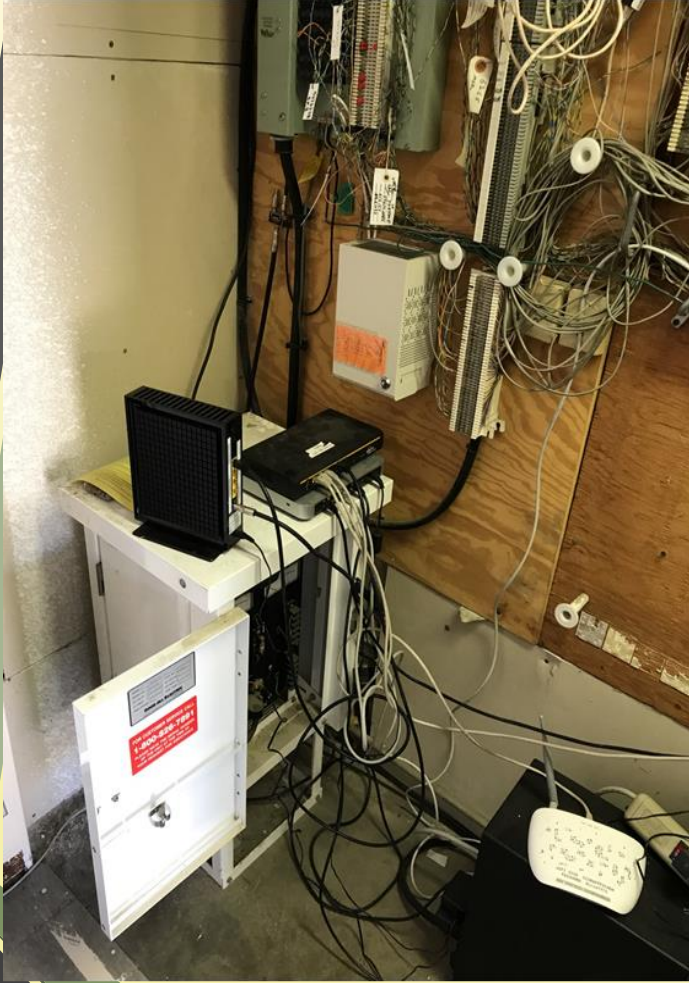
This is the server room before the old wiring and server was removed.



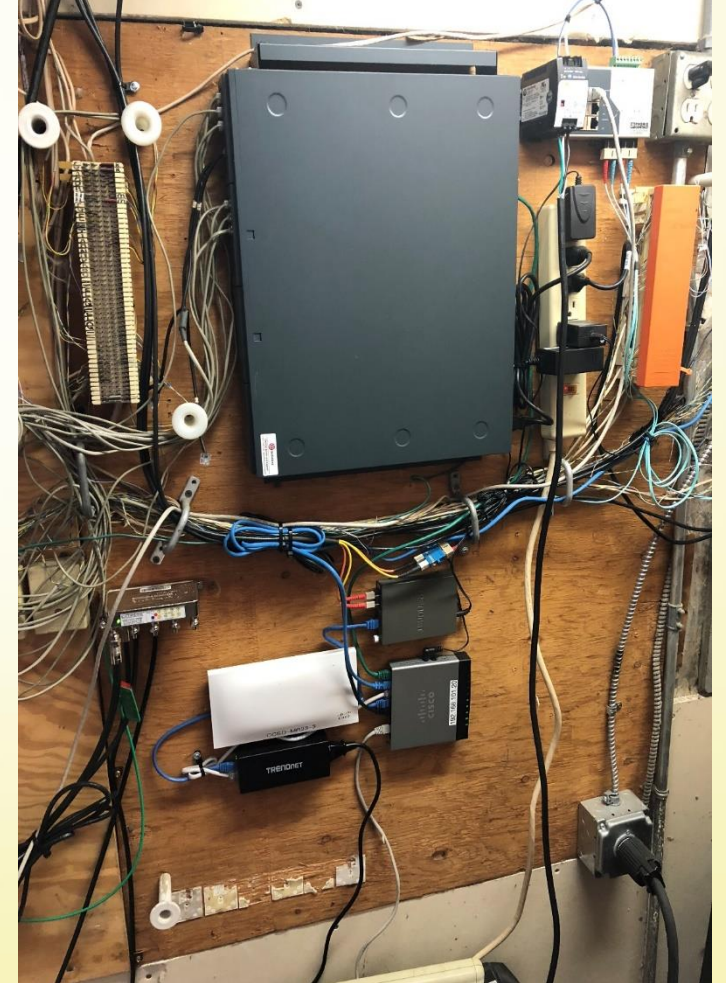
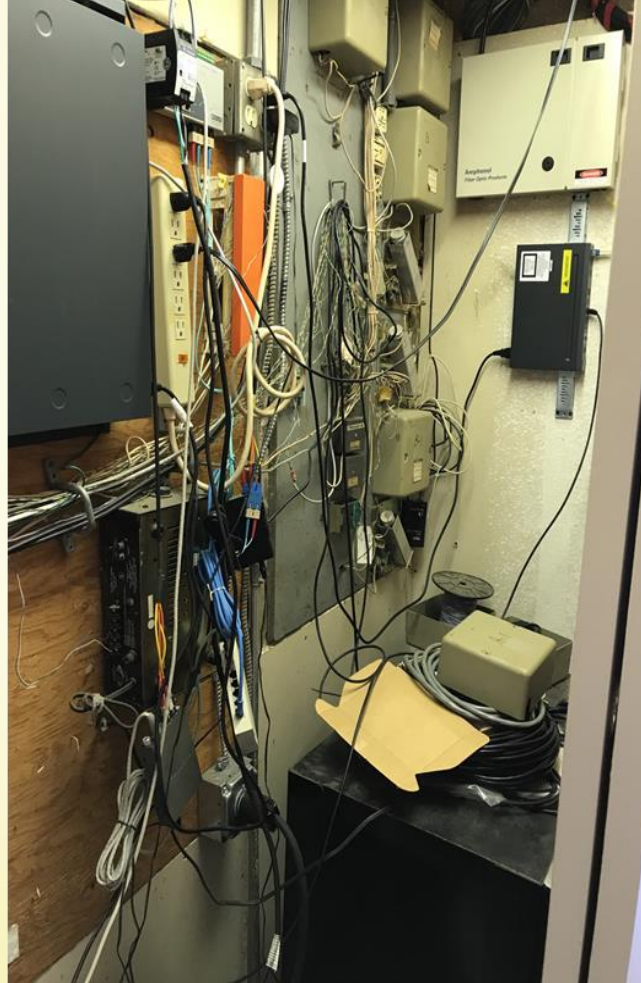
This is after the old wiring was removed and the new server was installed.



# Wastewater Department

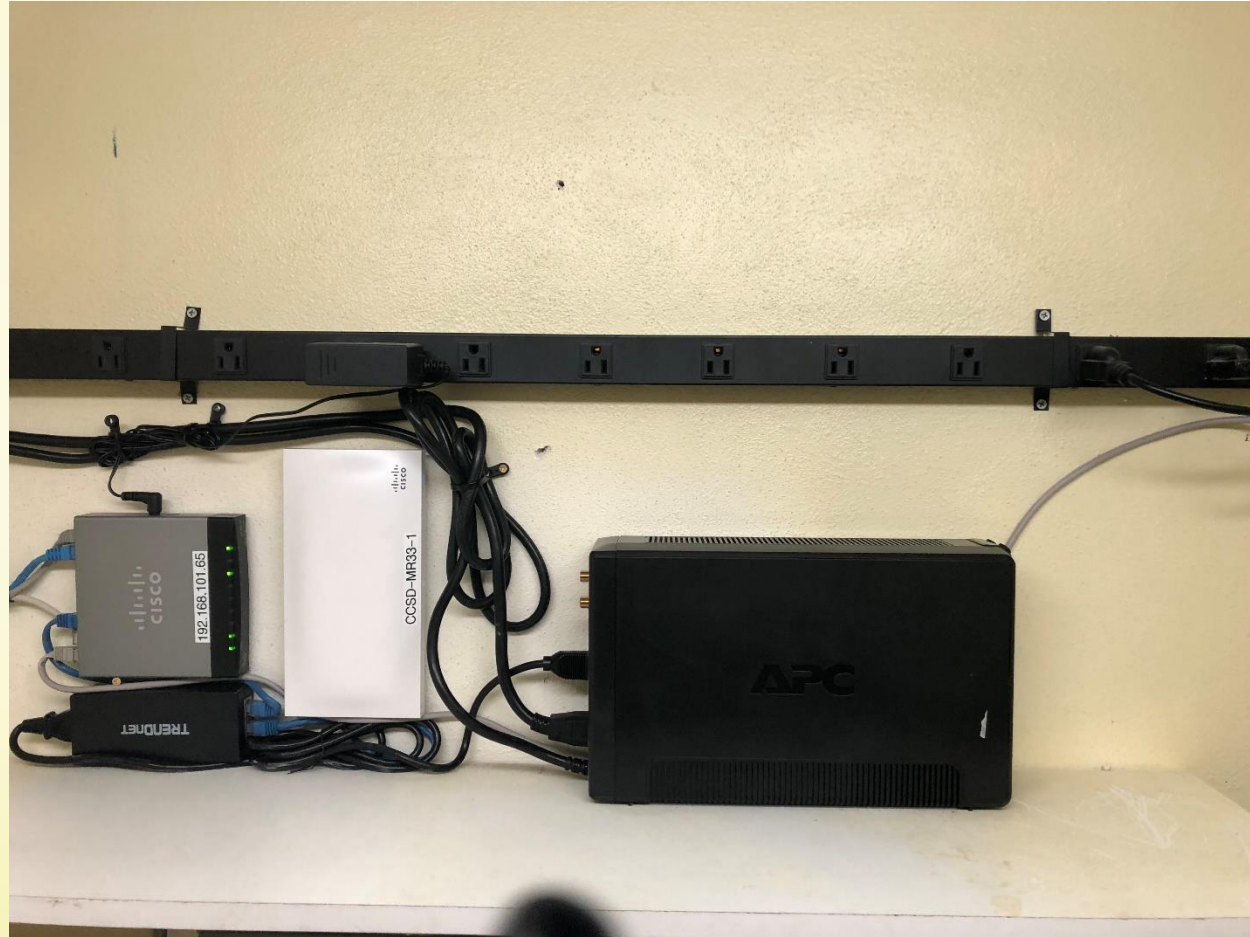


This is before the old equipment and wiring was removed.



This is after the old equipment and wiring was removed.

# Veterans Memorial Building



This is the new wireless modem that was installed at the Vets Hal.

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.D.**FROM: Jerry Gruber  
William Hollingsworth

Meeting Date: May 24, 2018

Subject: DISCUSSION AND CONSIDERATION  
OF ACTION ON APPROVED CAL OES  
HAZARD MITIGATION GRANT  
PROGRAM NOTICES OF INTEREST**RECOMMENDATIONS:**

Staff recommends that the Board authorize pursuit of formal applications to the Cal OES Hazard Mitigation Grant Program (HMGP) subsequent to approved Notices of Interest (NOI) submitted for eligible grant activity identified as the following:

- Fuel Reduction – Burton Drive Canyon, above Village Lane towards Santa Lucia Middle School (DR-4353-0070)
- Fuel Reduction – Highway 1 Corridor, from Burton Drive north towards Cambria Drive (DR-4353-0071)
- Fuel Reduction – Cambria Pines Road Corridor, from Highway 1 to Buckley Drive (DR-4353-0072)
- Fuel Reduction – Camp Yeager/Camp Ocean Pines/Randall corridor (DR-4353-0073)
- Seismic and Vulnerability Study and Mitigation for CCSD Infrastructure (Dr-4353-0074)
- Fuel Reduction – Southern border of town (DR-4353-0076)

**FISCAL IMPACT:**

There is potentially zero financial impact to the budget, but there is impact to staff time for applications and management. If approved, the final grant awards will be fully funded through the HMGP; there is no required match from local agencies or government. There will be considerable staff time required to formalize and apply for the six separate mitigation grants listed above. This can be accomplished by staff, with input from specialists, or by hiring a separate firm to complete the application in its entirety. If the CCSD chooses to hire out this function, there will be a cost associated with completing the applications. For any grant ultimately approved, additional staff time will be required to manage the grant through the entire period of performance. All actual labor will be subcontracted and completed by companies not employed by the CCSD.

**DISCUSSION:**

As a result of the declaration of a major federal disaster, the State of California is eligible for HMGP funding. The State has established priorities to accept project sub-applications from sub-applicants statewide, State agencies, tribal governments, local governments, and private non-profits.

Hazard mitigation activities are aimed at reducing or eliminating future damages. Activities include cost effective hazard mitigation projects and hazard mitigation plans subject to approval by the Federal Emergency Management Agency (FEMA).

HMGP is successful in meeting the FEMA requirements to qualify as an Enhanced State Hazard Mitigation Plan (ESHMP) state. ESHMP accreditation has resulted in additional millions of dollars available for local agencies' hazard mitigation plan and project funding. In order to maintain ESHMP status, further information is requested by FEMA as a means of assessing the pro-activity of each community or agency.

In March of 2018, the CCSD applied for seven separate HMGP NOIs secondary to the disaster declaration caused by the 2017 California Wildfires. The CCSD has been notified by Cal OES that six of those NOI applications were successful. For all eligible NOIs, the CCSD will need to complete the full application package available through the Cal OES website.

Attachments: April 28, 2018 Forest Management HMGP Notice of Intent Denial Email  
 April 28, 2018 Fuel Reduction – Burton Drive Canyon, above Village Lane towards Santa Lucia Middle School (DR-4353-0070) Eligibility Email  
 April 28, 2018 Fuel Reduction – Highway 1 Corridor, from Burton Drive north towards Cambria Drive (DR-4353-0071) Eligibility Email  
 April 28, 2018 Fuel Reduction – Cambria Pines Road Corridor, from Highway 1 to Buckley Drive (DR-4353-0072) Eligibility Email  
 April 28, 2018 Fuel Reduction – Camp Yeager/Camp Ocean Pines/Randall corridor (DR-4353-0073) Eligibility Email  
 April 28, 2018 Seismic and Vulnerability Study and Mitigation for CCSD Infrastructure (Dr-4353-0074) Eligibility Email  
 April 28, 2018 Fuel Reduction – Southern border of town (DR-4353-0076) Eligibility Email

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

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

**From:** [William Hollingsworth](#)  
**To:** [Haley Dodson](#)  
**Cc:** [Jerry Gruber](#); [Monique Madrid](#); [David Pierson](#)  
**Subject:** FW: Your HMGP NOI has been DENIED - Control No. 0075  
**Date:** Tuesday, May 1, 2018 1:26:36 PM

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Fyi

William S. Hollingsworth / Fire Chief / Cambria CSD Fire Department / 2850 Burton Drive / Cambria, CA 93428  
work: (805) 927-6240 ex.311 / cell: (805) 909-0924 / fax: (805) 927-6242  
whollingsworth@cambriacsd.org / www.cambriacsd.org

-----Original Message-----

From: Ron Miller <[Ron\\_Miller@oes.ca.gov](mailto:Ron_Miller@oes.ca.gov)> On Behalf Of California Governor's Office of Emergency Services  
Sent: Saturday, April 28, 2018 9:25 AM  
To: William Hollingsworth <[whollingsworth@cambriacsd.org](mailto:whollingsworth@cambriacsd.org)>  
Subject: Your HMGP NOI has been DENIED - Control No. 0075

The California Governor's Office of Emergency Services (Cal OES) has received the Hazard Mitigation Grant Program (HMGP) Notice of Interest (NOI) submitted by your agency.

Project Number: DR-4353-0075.  
Subapplicant Name: Cambria Community Services District Activity Title: Forest Management.  
Federal Share Request: \$135,000.00.  
Required Applicant Match: \$45,000.00.

Your NOI was reviewed by Cal OES staff and determined to represent an ineligible HMGP Activity.

Please direct any questions or concerns to [HMGP@caloes.ca.gov](mailto:HMGP@caloes.ca.gov). Please allow up to 30 days for a response regarding ineligible NOIs

**From:** [William Hollingsworth](#)  
**To:** [Haley Dodson](#)  
**Cc:** [Jerry Gruber](#); [Monique Madrid](#); [David Pierson](#)  
**Subject:** FW: Your HMGP NOI is eligible - Control No. is 0070  
**Date:** Tuesday, May 1, 2018 1:25:38 PM

---

Fyi

William S. Hollingsworth / Fire Chief / Cambria CSD Fire Department / 2850 Burton Drive / Cambria, CA 93428  
work: (805) 927-6240 ex.311 / cell: (805) 909-0924 / fax: (805) 927-6242  
whollingsworth@cambriacsdsd.org / www.cambriacsdsd.org

-----Original Message-----

From: Ron Miller <[Ron\\_Miller@oes.ca.gov](mailto:Ron_Miller@oes.ca.gov)> On Behalf Of Governor's Office of Emergency Services  
Sent: Saturday, April 28, 2018 9:23 AM  
To: William Hollingsworth <[whollingsworth@cambriacsdsd.org](mailto:whollingsworth@cambriacsdsd.org)>  
Subject: Your HMGP NOI is eligible - Control No. is 0070

The California Governor's Office of Emergency Services (Cal OES) has received the Hazard Mitigation Grant Program (HMGP) Notice of Interest (NOI) submitted by your agency.

Project Number: DR-4353-0070.  
Subapplicant Name: Cambria Community Services District .  
Activity Title: Fuel Reduction - Burden Canyon.  
Federal Share Request: \$48,000.00.  
Required Applicant Match: \$16,000.00.

Your NOI was reviewed by Cal OES staff and determined to represent an eligible HMGP activity. This email confirms the formal invitation for Cambria Community Services District to develop a full subapplication for consideration of HMGP funding.

The project and planning subapplications are available on our website [www.caloes.ca.gov/hmgp](http://www.caloes.ca.gov/hmgp)

Subapplications must be mailed to Cal OES, postmarked by September 4, 2018.

Subapplication Development and Benefit Cost Analysis (BCA) training will be offered at locations throughout California in the months of May and June 2018.

Please direct any questions to [HMGP@caloes.ca.gov](mailto:HMGP@caloes.ca.gov)

**From:** [William Hollingsworth](#)  
**To:** [Haley Dodson](#)  
**Cc:** [Jerry Gruber](#); [Monique Madrid](#); [David Pierson](#)  
**Subject:** FW: Your HMGP NOI is eligible - Control No. is 0071  
**Date:** Tuesday, May 1, 2018 1:25:51 PM

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Fyi

William S. Hollingsworth / Fire Chief / Cambria CSD Fire Department / 2850 Burton Drive / Cambria, CA 93428  
work: (805) 927-6240 ex.311 / cell: (805) 909-0924 / fax: (805) 927-6242  
whollingsworth@cambriacsd.org / www.cambriacsd.org

-----Original Message-----

From: Ron Miller <[Ron\\_Miller@oes.ca.gov](mailto:Ron_Miller@oes.ca.gov)> On Behalf Of Governor's Office of Emergency Services  
Sent: Saturday, April 28, 2018 9:23 AM  
To: William Hollingsworth <[whollingsworth@cambriacsd.org](mailto:whollingsworth@cambriacsd.org)>  
Subject: Your HMGP NOI is eligible - Control No. is 0071

The California Governor's Office of Emergency Services (Cal OES) has received the Hazard Mitigation Grant Program (HMGP) Notice of Interest (NOI) submitted by your agency.

Project Number: DR-4353-0071.  
Subapplicant Name: Cambria Community Services District.  
Activity Title: Fuel Reduction - Highway 1 Corridor.  
Federal Share Request: \$95,000.00.  
Required Applicant Match: \$32,000.00.

Your NOI was reviewed by Cal OES staff and determined to represent an eligible HMGP activity. This email confirms the formal invitation for Cambria Community Services District to develop a full subapplication for consideration of HMGP funding.

The project and planning subapplications are available on our website [www.caloes.ca.gov/hmgp](http://www.caloes.ca.gov/hmgp)

Subapplications must be mailed to Cal OES, postmarked by September 4, 2018.

Subapplication Development and Benefit Cost Analysis (BCA) training will be offered at locations throughout California in the months of May and June 2018.

Please direct any questions to [HMGP@caloes.ca.gov](mailto:HMGP@caloes.ca.gov)

**From:** [William Hollingsworth](#)  
**To:** [Haley Dodson](#)  
**Cc:** [Jerry Gruber](#); [Monique Madrid](#); [David Pierson](#)  
**Subject:** FW: Your HMGP NOI is eligible - Control No. is 0072  
**Date:** Tuesday, May 1, 2018 1:26:12 PM

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Fyi

William S. Hollingsworth / Fire Chief / Cambria CSD Fire Department / 2850 Burton Drive / Cambria, CA 93428  
work: (805) 927-6240 ex.311 / cell: (805) 909-0924 / fax: (805) 927-6242  
whollingsworth@cambriacsd.org / www.cambriacsd.org

-----Original Message-----

From: Ron Miller <[Ron\\_Miller@oes.ca.gov](mailto:Ron_Miller@oes.ca.gov)> On Behalf Of Governor's Office of Emergency Services  
Sent: Saturday, April 28, 2018 9:24 AM  
To: William Hollingsworth <[whollingsworth@cambriacsd.org](mailto:whollingsworth@cambriacsd.org)>  
Subject: Your HMGP NOI is eligible - Control No. is 0072

The California Governor's Office of Emergency Services (Cal OES) has received the Hazard Mitigation Grant Program (HMGP) Notice of Interest (NOI) submitted by your agency.

Project Number: DR-4353-0072.  
Subapplicant Name: Cambria Community Services District.  
Activity Title: Fuel Reduction - Cambria Pines Road Corridor.  
Federal Share Request: \$60,000.00.  
Required Applicant Match: \$20,000.00.

Your NOI was reviewed by Cal OES staff and determined to represent an eligible HMGP activity. This email confirms the formal invitation for Cambria Community Services District to develop a full subapplication for consideration of HMGP funding.

The project and planning subapplications are available on our website [www.caloes.ca.gov/hmgp](http://www.caloes.ca.gov/hmgp)

Subapplications must be mailed to Cal OES, postmarked by September 4, 2018.

Subapplication Development and Benefit Cost Analysis (BCA) training will be offered at locations throughout California in the months of May and June 2018.

Please direct any questions to [HMGP@caloes.ca.gov](mailto:HMGP@caloes.ca.gov)



**From:** [William Hollingsworth](#)  
**To:** [Haley Dodson](#)  
**Subject:** FW: NOI for Cambria Community Services District  
**Date:** Monday, May 14, 2018 2:27:34 PM

---

William S. Hollingsworth / Fire Chief / Cambria CSD Fire Department / 2850 Burton Drive / Cambria, CA 93428  
 work: (805) 927-6240 ex.311 / cell: (805) 909-0924 / fax: (805) 927-6242  
[whollingsworth@cambriacsd.org](mailto:whollingsworth@cambriacsd.org) / [www.cambriacsd.org](http://www.cambriacsd.org)

---

**From:** CalOES HMGP <HMGP@Caloes.ca.gov>  
**Sent:** Friday, May 11, 2018 8:48 AM  
**To:** William Hollingsworth <whollingsworth@cambriacsd.org>; CalOES HMGP <HMGP@Caloes.ca.gov>  
**Cc:** kentopping@aol.com; David Pierson <dpierson@cambriacsd.org>; Jerry Gruber <JGruber@cambriacsd.org>; Monique Madrid <mmadrid@cambriacsd.org>  
**Subject:** RE: NOI for Cambria Community Services District

Good morning William,

The NOI submitted for DR-4353-0073 is approved. I resent the email notification to you this morning.

Thank you,

Jenn Hogan, State Hazard Mitigation Officer

---

**From:** William Hollingsworth <[whollingsworth@cambriacsd.org](mailto:whollingsworth@cambriacsd.org)>  
**Sent:** Thursday, May 10, 2018 11:57 AM  
**To:** CalOES HMGP <[HMGP@Caloes.ca.gov](mailto:HMGP@Caloes.ca.gov)>  
**Cc:** [kentopping@aol.com](mailto:kentopping@aol.com); David Pierson <[dpierson@cambriacsd.org](mailto:dpierson@cambriacsd.org)>; Jerry Gruber <[JGruber@cambriacsd.org](mailto:JGruber@cambriacsd.org)>; Monique Madrid <[mmadrid@cambriacsd.org](mailto:mmadrid@cambriacsd.org)>  
**Subject:** NOI for Cambria Community Services District

Good morning,

On behalf of the Cambria Community Services District I would like to express my gratitude for your thoughtful consideration of the recent NOIs that were submitted by our agency. To date we have received communications from your office regarding six of the 7 NOIs that were filed. Based on your emails we have been notified of the following:

DR-4353-0070	Fuel Reduction	Eligible
DR-4353-0071	Fuel Reduction	Eligible
DR-4353-0072	Fuel Reduction	Eligible

DR-4353-0074	Seismic Study and Mitigation	Eligible
DR-4353-0075	Forest Manager	Denied
DR-4353-0076	Fuel Reduction	Eligible

We also filed one additional NOI for Fuel Reduction, which based upon your numbering system above, would presumably have been numbered DR-4353-0073. However, we have not been notified of the status of that NOI. We are currently in the process of developing a team to complete the formal applications; however, we want to make sure we are addressing all eligible NOIs. Can you please advise the status of the missing NOI.

Thank you for your time and consideration.

William

William S. Hollingsworth / Fire Chief / Cambria CSD Fire Department / 2850 Burton Drive / Cambria, CA 93428

work: (805) 927-6240 ex.311 / cell: (805) 909-0924 / fax: (805) 927-6242

[whollingsworth@cambriacsd.org](mailto:whollingsworth@cambriacsd.org) / [www.cambriacsd.org](http://www.cambriacsd.org)

**From:** [William Hollingsworth](mailto:William.Hollingsworth@CambriaCSD.org)  
**To:** [Haley Dodson](mailto:Haley.Dodson@CambriaCSD.org)  
**Subject:** FW: Your HMGP NOI is eligible - Control No. is 0074  
**Date:** Monday, May 14, 2018 2:22:50 PM

---

William S. Hollingsworth / Fire Chief / Cambria CSD Fire Department / 2850 Burton Drive / Cambria, CA 93428  
work: (805) 927-6240 ex.311 / cell: (805) 909-0924 / fax: (805) 927-6242  
[whollingsworth@cambriacsd.org](mailto:whollingsworth@cambriacsd.org) / [www.cambriacsd.org](http://www.cambriacsd.org)

-----Original Message-----

From: Bob Gresens  
Sent: Tuesday, May 01, 2018 3:44 PM  
To: William Hollingsworth <[whollingsworth@cambriacsd.org](mailto:whollingsworth@cambriacsd.org)>  
Cc: Melissa Bland <[MBland@cambriacsd.org](mailto:MBland@cambriacsd.org)>  
Subject: FW: Your HMGP NOI is eligible - Control No. is 0074

Hello William,

The following is fyi. Please make sure you are on their contact listing.

Bob

-----Original Message-----

From: Ron Miller <[Ron\\_Miller@oes.ca.gov](mailto:Ron_Miller@oes.ca.gov)> On Behalf Of Governor's Office of Emergency Services  
Sent: Saturday, April 28, 2018 9:24 AM  
To: Bob Gresens <[bgresens@cambriacsd.org](mailto:bgresens@cambriacsd.org)>  
Subject: Your HMGP NOI is eligible - Control No. is 0074

The California Governor's Office of Emergency Services (Cal OES) has received the Hazard Mitigation Grant Program (HMGP) Notice of Interest (NOI) submitted by your agency.

Project Number: DR-4353-0074.  
Subapplicant Name: Cambria Community Services District .  
Activity Title: Seismic Study and Vulnerability Study and Mitigation.  
Federal Share Request: \$60,000.00.  
Required Applicant Match: \$20,000.00.

Your NOI was reviewed by Cal OES staff and determined to represent an eligible HMGP activity.  
This email confirms the formal invitation for Cambria Community Services District to develop a full subapplication for consideration of HMGP funding.

The project and planning subapplications are available on our website [www.caloes.ca.gov/hmgp](http://www.caloes.ca.gov/hmgp)

Subapplications must be mailed to Cal OES, postmarked by September 4, 2018.

Subapplication Development and Benefit Cost Analysis (BCA) training will be offered at locations throughout California in the months of May and June 2018.

Please direct any questions to [HMGP@caloes.ca.gov](mailto:HMGP@caloes.ca.gov)

**From:** [William Hollingsworth](#)  
**To:** [Haley Dodson](#)  
**Cc:** [Jerry Gruber](#); [Monique Madrid](#); [David Pierson](#)  
**Subject:** FW: Your HMGP NOI is eligible - Control No. is 0076  
**Date:** Tuesday, May 1, 2018 1:26:57 PM

---

Fyi

William S. Hollingsworth / Fire Chief / Cambria CSD Fire Department / 2850 Burton Drive / Cambria, CA 93428  
work: (805) 927-6240 ex.311 / cell: (805) 909-0924 / fax: (805) 927-6242  
whollingsworth@cambriacsd.org / www.cambriacsd.org

-----Original Message-----

From: Ron Miller <[Ron\\_Miller@oes.ca.gov](mailto:Ron_Miller@oes.ca.gov)> On Behalf Of Governor's Office of Emergency Services  
Sent: Saturday, April 28, 2018 9:26 AM  
To: William Hollingsworth <[whollingsworth@cambriacsd.org](mailto:whollingsworth@cambriacsd.org)>  
Subject: Your HMGP NOI is eligible - Control No. is 0076

The California Governor's Office of Emergency Services (Cal OES) has received the Hazard Mitigation Grant Program (HMGP) Notice of Interest (NOI) submitted by your agency.

Project Number: DR-4353-0076.  
Subapplicant Name: Cambria Community Services District.  
Activity Title: Fuel Reduction - south of town.  
Federal Share Request: \$24,000.00.  
Required Applicant Match: \$8,000.00.

Your NOI was reviewed by Cal OES staff and determined to represent an eligible HMGP activity. This email confirms the formal invitation for Cambria Community Services District to develop a full subapplication for consideration of HMGP funding.

The project and planning subapplications are available on our website [www.caloes.ca.gov/hmgp](http://www.caloes.ca.gov/hmgp)

Subapplications must be mailed to Cal OES, postmarked by September 4, 2018.

Subapplication Development and Benefit Cost Analysis (BCA) training will be offered at locations throughout California in the months of May and June 2018.

Please direct any questions to [HMGP@caloes.ca.gov](mailto:HMGP@caloes.ca.gov)

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.E.**

FROM: Jerry Gruber, General Manager

Meeting Date: May 24, 2018

Subject: DISCUSSION AND CONSIDERATION  
REGARDING REVIEW OF CCSD  
POLICIES AND POSSIBLE CREATION  
OF AD HOC COMMITTEE

**RECOMMENDATIONS:**

Staff recommends that the Board of Directors discuss and consider creating a process to review current CCSD policies, and the possible appointment of an Ad Hoc Committee to review such policies and make recommendations.

**FISCAL IMPACT:**

Other than staff time, there is no fiscal impact associated with this agenda item.

**DISCUSSION:**

President Rice has requested that this item be placed on the agenda for this meeting to discuss and consider providing for a comprehensive review of all CCSD policies, and potentially creating a District Policy Manual. President Rice has also indicated that she would like the Board of Directors to consider appointing an Ad Hoc Committee to review the CCSD's policies and make recommendations to the Board.

Staff feels compelled to bring to the Board's attention the fact that it has significant concerns regarding the impact that creating another committee and another project would have on staff resources. As the Board knows, it has only recently created the new Finance and Infrastructure Committees. In addition, the Finance Committee has indicated that it is going to review all of the District's Finance-related policies. While staff can appreciate the interest in implementing a broader review of all District policies, doing so at a time when they are already stretched thin and working on many other ongoing projects will likely affect their ability to carry out the already established priorities of the Board. Accordingly, it may be desirable to defer this item for the time being. Staff can elaborate on these concerns at the Board meeting.

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

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

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO.

**6.F.**FROM: Jerry Gruber, General Manager  
Rudy Hernandez, Finance Manager

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Meeting Date: May 24, 2018      Subject: DISCUSSION AND CONSIDERATION  
OF THE PRELIMINARY BUDGET FOR  
FISCAL YEAR 2018/19

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**RECOMMENDATIONS:**

- Receive a staff presentation on the Preliminary Budget for Fiscal Year 2018/19.
- Receive public input.
- Discuss and consider the Preliminary Budget for Fiscal Year 2018/19 and provide direction to staff.

**FISCAL IMPACT:**

The attached Fiscal Year (FY) 2018/19 Preliminary Budget would authorize total Revenue Projections, Expenditure Authorities, and changes to the Water, Wastewater, and General Fund balances as shown.

**DISCUSSION:**

Adoption of a budget is one of the most important actions taken by the Board of Directors. It establishes the District's direction for the near term, and to some extent these decisions also have long term implications. The budget is the District's financial work plan, translated in expenditures, supported by revenues. The budget establishes the priorities of the District for the fiscal year.

Developing and monitoring the budget is an ongoing process. The estimates that are developed in this process are modified throughout the fiscal year in response to unanticipated events. Monthly reports are provided as a method for ongoing review at both the operating and the capital improvement project (CIP) levels.

**FY 2018/19 BUDGET HIGHLIGHTS****OPERATING EXPENDITURE BUDGET**

The preliminary budget is in the amount of \$11,917,102, which is broken down into five sections: Personnel Services, Services and Supplies, Capital Outlay, Debt Service, and Administrative Cost.

- **Personnel Services** are projected to be \$4,865,175. Comments are noted below:
  - There is one part-time maintenance position added in the Facility & Resources Department and one full-time Water Operator II position added in the Water Department.

- The budget does not include a cost of living adjustment.
  - Health Insurance costs are projected to remain the same.
  - PERS Retirement Unfunded Actuarial Liability (UAL) Costs are projected to increase from \$239,721 to \$303,232 (an increase of \$63,511 or 26%).
  - Workers Compensation Insurance cost is projected to remain the same.
- **Services and Supplies** are projected to be \$3,491,691.
  - **Capital Outlay** is budgeted in the amount of \$727,450 (See Capital Outlay Budgets in each Department budget).
  - **Debt Service budget** for FY 2018/19 is projected to be \$988,825.
  - **Administrative Costs** are projected to be \$1,843,961.

## FUND ANALYSIS

### GENERAL FUND

#### **FIRE DEPARTMENT**

**Revenues** – Fire Department Revenues are projected to be \$2,330,630, which represents 46% of the General Fund Revenue Budget of \$5,055,746.

**Expenditures** – Expenditures are projected to be \$2,330,440, which represents 46% of the General Fund Expenditure Budget of \$5,054,188.

#### **FACILITIES & RESOURCES DEPARTMENT**

**Revenues** – Facilities & Resources Department Revenues are projected to be \$724,576, which represents 14% of the General Fund Revenue Budget of \$5,055,746.

**Expenditures** – Expenditures are projected to be \$724,020, which represents 14% of the General Fund Expenditure Budget of \$5,054,188.

#### **ADMINISTRATION DEPARTMENT**

**Revenues** – Administration Department Revenues are projected to be \$1,929,940, which represents 38% of the General Fund Revenue Budget of \$5,055,746.

**Expenditures** – Expenditures are projected to be \$1,929,215, which represents 38% of the General Fund Expenditure Budget of \$5,054,188.

#### **PARKS AND RECREATION**

**Revenues** – Parks & Recreation Department Revenues are projected to be \$70,600, which represents 1% of the General Fund Revenue Budget of \$5,055,746.

**Expenditures** – Expenditures are projected to be \$70,513, which represents 1% of the General Fund Expenditure Budget of \$5,054,188.

**WASTEWATER FUND**

**Revenues** – Wastewater Fund Revenues are projected to be \$2,215,351.

**Expenditures** – Wastewater Fund Expenditures are projected to be \$2,213,927.

**WATER FUND – OPERATING FUND**

**Revenues** - Water Operating Fund Revenues are projected to be \$2,783,147.

**Expenditures** – Water Operating Fund Expenditures are projected to be \$2,758,252.

**WATER FUND – SWF OPERATING FUND**

**Revenues** – Revenues are projected to be \$1,173,098.

**Expenditures** – Expenditures are projected to be \$1,156,787.

**WATER FUND – SWF CAPITAL PROJECTS FUND**

**Revenues** – Revenues (Loan Proceeds) are projected to be \$733,948.

**Expenditures** – Expenditures are projected to be \$733,948.

Please note that the FY 2018/19 Final Budget will include a Transmittal Letter and Budget Boxes (Expenditure Line Descriptions).

Attachment: CCSD Preliminary Budget for Fiscal Year 2018/19

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

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





# **FY 2018-2019 PRELIMINARY BUDGET**

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# CAMBRIA COMMUNITY SERVICES DISTRICT



## BUDGET MESSAGE



# CAMBRIA COMMUNITY SERVICES DISTRICT

## Board Of Directors

**Amanda Rice, *President***

**Jim Bahringer, *Vice President***

**Harry Farmer, *Director***

**Aaron Wharton, *Director***

**David Pierson, *Director***

## Management Team

**Jerry Gruber MPA, *CCSD General Manager***

**Monique Madrid, *Administrative Services Officer/District Clerk***

**Rudy Hernandez, *Finance Manager***

**Bob Gresens, *District Engineer***

**William Hollingsworth, *Fire Chief***

**Carlos Mendoza, *Facilities/Resources Supervisor***

# CAMBRIA COMMUNITY SERVICES DISTRICT



## BUDGET SUMMARIES

- ❖ Revenue summary – five year projection
- ❖ Expenditure summary – five year projection
- ❖ Proposed Revenues versus Expenditures



# Revenue Summary Report

## CAMBRIA COMMUNITY SERVICES DISTRICT SUMMARY SCHEDULE OF REVENUE BY FUND FISCAL YEARS 2015 - 2019

		ACTUAL REVENUE 2015-16	ACTUAL REVENUE 2016-17	ADOPTED REVENUE 2017-18	ESTIMATED REVENUE 2017-18	PROPOSED REVENUE 2018-19
<b>GENERAL FUNDS</b>						
<b>FIRE DEPARTMENT - 01</b>						
01 4127	Reimbursements to Fire Department	0.00	21,749.01	0.00	48,504.00	30,000.00
01 4200	Interest Income	273.49	0.00	100.00	105.00	110.00
01 4310	Property Tax	1,308,452.00	1,352,521.65	1,620,193.00	1,620,500.00	1,707,910.00
01 4335	Assessment-Fire	422,414.68	430,708.58	451,534.00	455,500.00	464,610.00
01 4370	Weed Abatement	16,859.20	18,662.00	10,000.00	17,600.00	17,700.00
01 4373	Inspection Fee Revenue	14,973.25	350.00	14,500.00	14,500.00	14,500.00
01 4390	Miscellaneous Revenue	59,304.47	61,831.91	0.00	40,000.00	20,000.00
01 4610	Grants Revenue: SAFER	40,844.10	146,716.00	117,240.00	145,000.00	0.00
01 4618	Grant/Revenue: Personnel Protection	0.00	0.00	75,800.00	0.00	75,800.00
01 4625	General Fund Reserve	0.00	0.00	84,000.00	112,082.00	0.00
<b>Sub Total</b>		<b>\$1,863,121.19</b>	<b>\$2,032,539.15</b>	<b>\$2,373,367.00</b>	<b>\$2,453,791.00</b>	<b>\$2,330,630.00</b>
<b>FACILITY &amp; RESOURCE DEPARTMENT - 02</b>						
01 4200	Interest Income	782.82	0.00	0.00	0.00	0.00
01 4310	Property Tax	590,338.00	566,206.94	604,442.00	606,300.00	695,726.00
01 4362	Insurance-Reimbursement	0.00	0.00	1,000.00	0.00	0.00
01 4500	Veterans Hal Rental Fees	23,852.52	25,060.50	28,734.00	25,000.00	25,000.00
01 4525	Vets Hall Rents- Private Parties	3,845.00	0.00	200.00	200.00	250.00
01 4560	Rent Banner Poles	600.00	650.00	750.00	600.00	600.00
01 4570	Rent-Ranch Events	100.00	100.00	0.00	0.00	0.00
01 4610	Grants/Misc.Revenue	59,415.53	3,000.00	0.00	0.00	0.00
01 4619	Land Conservancy	0.00	0.00	3,000.00	3,000.00	3,000.00
<b>Sub Total</b>		<b>\$678,933.87</b>	<b>\$595,017.44</b>	<b>\$638,126.00</b>	<b>\$635,100.00</b>	<b>\$724,576.00</b>



<b>ADMINISTRATION DEPARTMENT - 09</b>						
01 4000	Service Sales	1,333,692.00	0.00	0.00	0.00	0.00
01 4001	Franchise Fees	81,261.35	70,448.15	0.00	0.00	0.00
01 4013	Vacation Rental Registration Fee	486.00	702.00	600.00	600.00	600.00
01 4126	Mandated Cost	56,501.00	0.00	0.00	0.00	0.00
01 4200	Interest Income	11,207.37	5,569.25	4,000.00	4,350.00	4,500.00
01 4310	Property Tax	165,742.55	364,615.85	0.00	0.00	36,000.00
01 4311	SB2557 TEETER TAX	0.00	-41,551.22	0.00	0.00	0.00
01 4385	Radio Vault Rent	2,400.00	2,400.00	2,400.00	2,400.00	2,400.00
01 4389	Public Records Request	35.00	654.00	1,200.00	600.00	600.00
01 4390	Miscellaneous Revenue	4,568.45	12,832.14	2,000.00	1,000.00	5,000.00
01 4390	Administrative Dept.Allocation	0.00	0.00	1,843,961.00	1,843,961.00	1,880,840.00
	<b>Sub Total</b>	<b>\$1,655,893.72</b>	<b>\$415,670.17</b>	<b>\$1,854,161.00</b>	<b>\$1,852,911.00</b>	<b>\$1,929,940.00</b>
<b>PROS DEPARTMENT - 16</b>						
01 4001	Franchise Fees	0.00	0.00	79,640.00	80,000.00	70,600.00
01 4310	Property Tax	29,079.00	24,926.73	152,344.00	155,000.00	0.00
01 4390	Miscellaneous Revenue	850.75	505.30	0.00	0.00	0.00
01 4395	Proposition 1A Reserve	0.00	0.00	131,486.00	131,486.00	0.00
01 4615	Reserve Transfer In	0.00	6,395.68	0.00	33,578.00	0.00
	<b>Sub Total</b>	<b>\$29,929.75</b>	<b>\$31,827.71</b>	<b>\$363,470.00</b>	<b>\$400,064.00</b>	<b>\$70,600.00</b>
	<b>GENERAL FUND TOTAL (Check Formula)</b>	<b>\$4,227,878.53</b>	<b>\$3,075,054.47</b>	<b>\$5,229,124.00</b>	<b>\$5,341,866.00</b>	<b>\$5,055,746.00</b>



<b>ENTERPRISE FUNDS</b>						
<b>WATER OPERATING FUND</b>						
11 4000	Service Sales	1,519,293.83	2,158,781.22	2,251,997.00	2,289,997.00	2,381,597.00
11 4007	Returned Ck Fee	565.00	605.00	400.00	750.00	800.00
11 4008	Acct Setup/clse	12,397.00	7,084.00	6,000.00	7,100.00	7,150.00
11 4009	Off Hours	21,999.78	0.00	0.00	0.00	0.00
11 4010	Water Penalty	31,406.82	45,264.11	55,000.00	47,000.00	47,600.00
11 4011	Serv/Disc/Recon	45.85	235.00	50.00	450.00	450.00
11 4012	Meter Tampering	0.00	340.00	0.00	0.00	0.00
11 4014	Water Serv Fees	1,853.60	500.00	0.00	5,091.00	1,000.00
11 4023	Penalty/Surcharge	122,179.07	0.00	0.00	0.00	0.00
11 4050	Administrative Fee Revenue	62.98	1,453.94	1,939.00	7,112.00	2,000.00
11 4100	Connect Rev-SFR	22,117.50	-1,800.00	20,000.00	20,000.00	20,000.00
11 4101	Wait List Maintenance Fee	53,178.36	98,161.79	61,630.00	61,200.00	61,500.00
11 4110	Remodel Impact Fees	34,806.75	36,945.15	75,000.00	36,000.00	36,700.00
11 4120	Connect Rev-Com	7,095.00	0.00	0.00	0.00	0.00
11 4122	Retrofit In-Lieu Fee	2,500.00	0.00	2,500.00	6,500.00	6,000.00
11 4124	Assignment Fees	3,898.87	2,416.77	4,150.00	5,759.00	4,150.00
11 4128	Admin Fees	0.00	0.00	3,300.00	0.00	0.00
11 4130	Voluntary Lot Merger	0.00	0.00	20,000.00	20,000.00	20,000.00
11 4360	Standby Availability Charges	177,134.29	177,099.94	178,000.00	178,000.00	179,000.00
11 4373	Inspection Fee Revenue	13,199.75	9,102.75	8,450.00	8,905.00	9,100.00
11 4390	Miscellaneous Revenue	3,588.08	1,182.17	4,500.00	1,000.00	1,000.00
11 4200	Interest Income	2,481.98	3,807.40	0.00	4,700.00	5,100.00
<b>WATER OPERATING FUND TOTAL</b>		<b>\$2,029,804.51</b>	<b>\$2,541,179.24</b>	<b>\$2,692,916.00</b>	<b>\$2,699,564.00</b>	<b>\$2,783,147.00</b>





<b>WASTEWATER OPERATING FUND</b>						
12 4000	Service Sales	1,799,096.89	1,883,475.94	1,986,828.00	2,013,319.00	2,093,851.00
12 4200	Interest Income	311.25	0.00	0.00	0.00	0.00
12 4360	Standby Availability Charges	115,161.60	115,158.70	119,000.00	119,000.00	119,000.00
12 4390	Miscellaneous Revenue	0.00	19,225.32	100.00	2,512.00	2,500.00
12 4396	General Fund Loan	0.00	0.00	85,000.00	0.00	0.00
<b>WASTEWATER OPERATING FUND TOTAL</b>		<b>\$1,914,569.74</b>	<b>\$2,017,859.96</b>	<b>\$2,190,928.00</b>	<b>\$2,134,831.00</b>	<b>\$2,215,351.00</b>
<b>WATER SUSTAINABILITY FACILITY FUND (SWF)</b>						
39 4041	EWS Water Base - Residential (SFR, MFR)	266,367.77	272,121.15	391,691.00	270,900.00	305,000.00
39 4042	EWS Base Vac	22,882.28	23,299.04	0.00	23,976.00	24,700.00
39 4043	EWS Base Com Ld	22,994.23	22,725.25	0.00	22,668.00	23,630.00
39 4044	EWS Base Com Wt	53,314.52	51,848.08	0.00	51,840.00	51,940.00
39 4051	EWS Water Usage - Residential (SFR, MFR)	231,530.08	255,661.50	504,756.00	293,724.00	504,000.00
39 4052	EWS Use Vac Rnt	21,204.00	22,360.50	0.00	27,864.00	22,870.00
39 4053	EWS Use Com Ld	144,088.50	131,631.00	0.00	136,056.00	137,250.00
39 4054	EWS Use Com Wtr	64,083.00	81,010.50	0.00	89,208.00	89,208.00
39 4061	EWS Facil Resd	59,097.00	56,103.50	0.00	0.00	0.00
39 4062	EWS Facil Vac R	5,266.50	4,667.50	0.00	0.00	0.00
39 4063	EWS Facil Cm Ld	9,372.00	37,391.50	0.00	0.00	0.00
39 4064	EWS Facil Cm Wt	13,368.00	16,652.00	0.00	0.00	0.00
39 4200	Interest Income	0.00	13,872.89	0.00	14,100.00	14,500.00
39 4620	Grant Revenue - Capital	4,163,142.25	219,112.75	0.00	0.00	0.00
<b>WATER SUSTAINABILITY FACILITY FUND TOTAL</b>		<b>\$5,076,710.13</b>	<b>\$1,208,457.16</b>	<b>\$896,447.00</b>	<b>\$930,336.00</b>	<b>\$1,173,098.00</b>
<b>WATER SUSTAINABILITY FACILITY FUND - CAPITAL PROJ</b>						
40 4397	Loan Proceeds	0.00	0.00	733,948.00	0.00	733,948.00
<b>WATER SUSTAINABILITY CAPITAL FUND TOTAL</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$733,948.00</b>	<b>\$0.00</b>	<b>\$733,948.00</b>
<b>GRAND TOTAL</b>		<b>\$13,248,962.91</b>	<b>\$8,842,550.83</b>	<b>\$11,743,363.00</b>	<b>\$11,106,597.00</b>	<b>\$11,961,290.00</b>



# SUMMARY OF EXPENDITURES BY FUND

## CAMBRIA COMMUNITY SERVICES DISTRICT SUMMARY OF EXPENDITURES BY FUND FISCAL YEARS 2015 -2019

FUND	DEPARTMENT	DEPT. No.	ACTUAL EXPENDITURES 2015-16	ACTUAL EXPENDITURES 2016-17	ADOPTED EXPENDITURES 2017-18	ESTIMATED EXPENDITURES 2017-18	PROPOSED EXPENDITURES 2018-19
<b>GENERAL FUND</b>							
01	Fire Department	01	1,851,580	1,991,664	2,401,448	2,419,628	2,330,440
01	Facilities & Resources	02	552,121.00	630,091.00	637,126.00	685,251.00	724,020.00
01	Administration	09	1,529,863.00	300,993.00	1,854,164.00	1,831,341.00	1,929,215.00
01	Parks & Recreation (PROS)	16	28,711.00	25,582.00	397,048.00	402,459.00	70,513.00
<b>Total General Fund</b>			<b>\$3,962,275</b>	<b>\$2,948,330</b>	<b>\$5,289,786</b>	<b>\$5,338,679</b>	<b>\$5,054,188</b>
<b>ENTERPRISE FUNDS</b>							
11	Water Operating Fund	11	2,061,802.00	2,763,826.00	2,549,565.00	2,521,194.00	2,758,252.00
12	Wastewater Operating Fund	12	1,936,206.00	2,412,661.00	2,190,930.00	2,291,486.00	2,213,927.00
39	SWF - Operating Fund	25	745,716.00	627,353.00	962,088.00	1,256,907.00	1,156,787.00
40	SWF - Capital Projects Fund	30	0.00	0.00	0.00	0.00	733,948.00
<b>Total Enterprise Fund</b>			<b>\$4,743,724</b>	<b>\$5,803,840</b>	<b>\$5,702,583</b>	<b>\$6,069,587</b>	<b>\$6,862,914</b>
<b>GRAND TOTAL EXPENDITURES</b>			<b>\$8,705,999.00</b>	<b>\$8,752,170.00</b>	<b>\$10,992,369.00</b>	<b>\$11,408,266.00</b>	<b>\$11,917,102.00</b>



**EXHIBIT A**

**CAMBRIA COMMUNITY SERVICES DISTRICT  
SCHEDULE OF PROPOSED REVENUES VERSUS EXPENDITURES  
FY 2018-19 PROPOSED BUDGET**

<u>GENERAL FUND</u>	<u>REVENUE</u>	<u>EXPENDITURES</u>	<u>SURPLUS/(DEFICIT)</u>
<b>OPERATIONS</b>			
GENERAL FUND: FIRE	\$2,330,630	\$2,330,440	\$ 190
GENERAL FUND: FACILITIES & RESOURCES	\$724,576	\$724,020	\$ 556
GENERAL FUND: ADMINISTRATION	\$1,929,940	\$1,929,215	\$725
GENERAL FUND: PARKS & RECREATION (PROS)	\$70,600	\$70,513	\$87
<b>TOTAL GENERAL FUND</b>	<b>\$5,055,746</b>	<b>\$5,054,188</b>	<b>\$ 1,558</b>
<b>WASTEWATER FUND</b>			
WASTEWATER FUND	\$2,215,351	\$2,213,927	\$ 1,424
<b>WATER FUNDS</b>			
WATER OPERATING FUND	\$2,783,147	\$2,758,252	\$ 24,895
WATER FUND SWF OPERATING FUND	\$1,173,098	\$1,156,787	\$ 16,311
WATER FUND SWF CAPITAL PROJECTS FUND	\$733,948	\$733,948	\$ -0-
<b>TOTAL WATER FUNDS</b>	<b>\$4,690,193</b>	<b>\$4,648,987</b>	<b>\$ 41,206</b>
<b>GRAND TOTAL</b>	<b>\$11,961,290</b>	<b>\$11,917,102</b>	<b>\$44,188</b>

# CAMBRIA COMMUNITY SERVICES DISTRICT

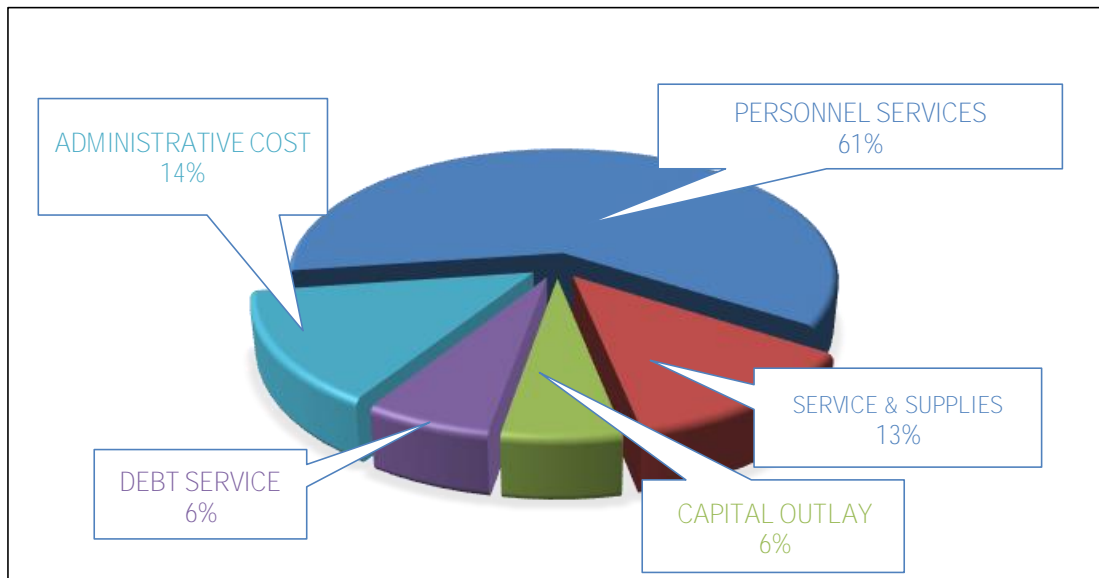


## GENERAL FUND DEPARTMENT SUMMARIES

- ❖ Fire Department
- ❖ Facility & Resources Department
- ❖ Administration Department
- ❖ Parks & Recreation Department



# FIRE DEPARTMENT FUND 2018-19 BUDGET SUMMARY



PERSONNEL SERVICES	\$1,429,756
SERVICE & SUPPLIES	\$296,790
CAPITAL OUTLAY	\$136,400
DEBT SERVICE	\$145,790
ADMINISTRATIVE COST	\$321,704
<b>GRAND TOTAL</b>	<b>\$2,330,440</b>



**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**2018-19**  
**EXPENDITURE BUDGET**  
**FIRE DEPARTMENT - GENERAL FUND -01**

ACCOUNT NO.		ACTUAL EXPENDITURES 2015-16	ACTUAL EXPENDITURES 2016-17	ADOPTED EXPENDITURES 2017-18	ESTIMATED EXPENDITURES 2017-18	PROPOSED EXPENDITURES 2018-19
	<b>Personnel Services</b>					
	<b>SALARIES/WAGES</b>					
5000	Salary & Wages	452,335	626,068	757,610	718,161	652,531
5010	Overtime	132,926	187,771	108,947	154,297	158,000
5020	Standby	180	1,845	5,000	5,000	5,000
5031	Reserve Firefighter Pay	87,384	94,168	105,120	107,752	110,000
5040	Sick/Vacation Pay	67,163	75,120	0	39,920	0
5050	Holiday Pay	26,307	35,293	0	18,560	0
	<b>Sub-Total Salaries/Wages</b>	<b>\$766,295</b>	<b>\$1,020,265</b>	<b>\$976,677</b>	<b>\$1,043,690</b>	<b>\$925,531</b>
	<b>BENEFITS</b>					
5101	Uniform Allowance	1,875	5,000	2,500	3,250	1,750
5102	Dental Insurance	8,927	12,952	16,146	14,708	12,371
5103	Medical Insurance	76,815	130,974	148,196	140,340	97,824
5105	Life Insurance	674	808	0	0	0
5106	FICA	46,661	61,741	58,486	62,994	57,383
5107	Medicare	10,608	15,221	14,034	14,850	13,483
5108	Workers Compensation	69,998	41,830	56,223	38,554	54,051
5109	PERS - Retirement	172,828	173,244	197,967	210,893	201,185
5111	Payroll Tax Expense	(74)	0	0	0	0
5112	UI Reim Benefit	66	0	0	0	0
5120	Other Employee Benefits	800	0	2,600	2,600	2,600
5121	Retirees Health	41,449	53,101	54,252	54,500	54,478
5122	Medical Reimbursements - HRA	10,647	8,356	6,500	12,400	9,100
	<b>Sub-Total Benefits</b>	<b>\$441,274</b>	<b>\$503,227</b>	<b>\$556,904</b>	<b>\$555,089</b>	<b>\$504,225</b>
	<b>Total Personnel Services</b>	<b>\$1,207,569</b>	<b>\$1,523,493</b>	<b>\$1,533,581</b>	<b>\$1,598,779</b>	<b>\$1,429,756</b>
	<b>Services &amp; Supplies</b>					
6010	Ads-Legal/Other	203	465	0	0	0
6011W	Public Information - Website	0	201	0	0	0
6031F	Maint & Repair Water Dept -Fire Hydrnt	0	0	3,000	1,000	1,000
6032S	M & R- WW Disposal of Sludge	1,155	0	0	0	0
6033B	M&R Buildings	8,327	4,282	4,500	5,000	5,000
6033G	Maint & Repair - Grounds (formerly 6042)	3,229	180	2,500	500	2,000
6033R	M & R - Ranch	0	16	0	0	0
6036	M & R - Emergency	0	320	0	0	0
6040	Maintenance & Repair · Equipment	3,412	699	900	1,400	1,500
6041L	Maint and Repair - Vehicles – Licensed	37,107	41,087	15,000	26,000	25,000
6042	Old M & R Bld/Grd	200	0	0	0	0
6044	Computer/Copie /Printer Srvcs/MaintAgree	300	1,815	1,815	2,000	2,000
6045	Computer/Copier/Printer Supplies/Maint.	1,319	196	0	0	0
6048	Security and Safety	0	476	1,200	500	1,200
6048E	Safety - Medical	300	150	0	0	0
6050	Office Supplies	868	1,982	2,000	2,000	2,000
6051	Printing & Shipping	2,526	930	0	0	0
6052	Bank Charges	0	195	0	0	0
6053	Printing/Forms	210	936	3,000	1,200	3,000
6054	Membership -Dues , Publications & Books	5,400	7,141	5,500	6,500	6,000
6055	Government Fees and Licenses	34,437	39,514	48,584	44,500	54,000
6059	Bad Debt	0	6	0	0	0



Fiscal Year 2018-19 Adopted Budget  
Operating and Outlay Budget

6060C	Utilities Cell Phone	1,727	2,500	2,565	2,770	3,000
6060E	Utilities Electricity	6,890	7,939	8,998	8,500	8,925
6060G	Utilities Gas	1,418	2,127	2,423	2,125	2,230
6060I	Utilities Internet Access	2,226	2,795	2,577	2,600	2,730
6060P	Utilities Phone-Land Lines, Faxes, Alrms	1,822	3,977	4,503	4,500	4,700
6060S	Utilities Sewer	1,093	1,048	1,296	1,290	1,325
6060W	Utilities Water	1,336	1,575	1,947	2,045	2,130
6063	M&R Communications Equipment	0	0	15,000	0	0
6080	Old Professional Services - Engineering	714	0	0	0	0
6080K	Prof Services-District Counsel	2,922	9,958	9,000	2,000	9,000
6080L	Land Conservancy -Lot Inventory, Etc.	23,112	1,150	9,000	0	0
6080M	Prof Services - Miscellaneous/Other	691	986	15,375	4,000	25,000
6080T	Prof Services - Temporary	176,912	0	0	0	0
6086	Outside Services	164	0	0	0	0
6089	Emergen y Medical Supplies	4,303	5,453	6,500	6,500	6,500
6090	Department Operating Supplies	9,032	26,350	10,500	16,500	15,000
6093	Small Tools and Equipment	6,185	1,994	2,500	2,000	2,500
6094	Clothing and Uniform	7,170	4,234	8,750	5,000	8,750
6096	Fuel -Gas and Diesel	15,250	13,839	10,000	16,000	20,000
6115	Meeting Expense	637	519	0	0	0
6120A	Employee ALS Cert/Recruit Training	0	0	4,215	2,500	3,500
6120E	Travel, Training, Seminars – Employees	15,771	25,731	32,500	27,500	32,500
6120R	Training - Reimbursement	0	222	0	0	0
6124	Employee Recognition	505	153	300	300	300
6125	Employee Recruitment	5,995	6,627	0	0	0
6220A	Fire Dept - Aware/Eductn/CERT/Vol Prog	1,361	1,496	6,000	3,000	6,000
6220B	Fire Dept -SC BA Brthg Aprts/Resprty Tes	61,705	8,932	3,000	2,000	2,000
6220D	Fire Dept Disaster Preparedness	4,454	4,729	7,000	7,000	7,000
6220E	Fire Dept -SC BA Brthg Aprts/Resprty Tes	0	1,915	0	0	0
6220F	Fire Dept Fr Haz Defensibl Spc/Chippng	12,907	684	12,352	12,352	15,000
6220H	Fire Dept - Haz Mat Phys	0	1,825	0	0	0
6220P	Personal Protective Equipment	0	0	93,800	90,000	10,000
6220R	FHRP Contract	0	11,668	0	0	0
6220S	Fire Dept - Surf Rescue/NCOR Program	3,038	3,716	5,000	5,000	6,000
6602	Transit Expense	0	67	0	0	0
						0
	<b>Total Services &amp; Supplies</b>	<b>\$468,333</b>	<b>\$254,797</b>	<b>\$363,100</b>	<b>\$316,082</b>	<b>\$296,790</b>
	<b>Capital Outlay</b>					
6170	Capital Asset Expenditures		200	0	0	0
6170A	Fire Truck (5 Year Lease)	0	0	134,340	134,340	0
6170B	Chief/Command Pickup (5 Year Lease)	0	0	39,132	39,132	0
6170C	USAR Equipment (Urban Search & Res	0	0	0	0	3,400
6170D	Image Trend Elite Project Management	0	0	0	0	12,000
6170E	Mobile and Handheld Radio Equipment	0	0	0	0	50,000
6170F	Zoll X Series EKG	0	0	0	0	40,000
6170G	Command Vehicle Buildup	0	0	0	0	31,000
	<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$200</b>	<b>\$173,472</b>	<b>\$173,472</b>	<b>\$136,400</b>
	<b>Debt Service</b>					
6180H	Interest Pick-Up Truck	940	440	324	324	135,855
6190	Principal on Capital Lease	0	0	9,267	9,267	9,935
	<b>Total Debt Service</b>	<b>\$940</b>	<b>\$440</b>	<b>\$9,591</b>	<b>\$9,591</b>	<b>\$145,790</b>



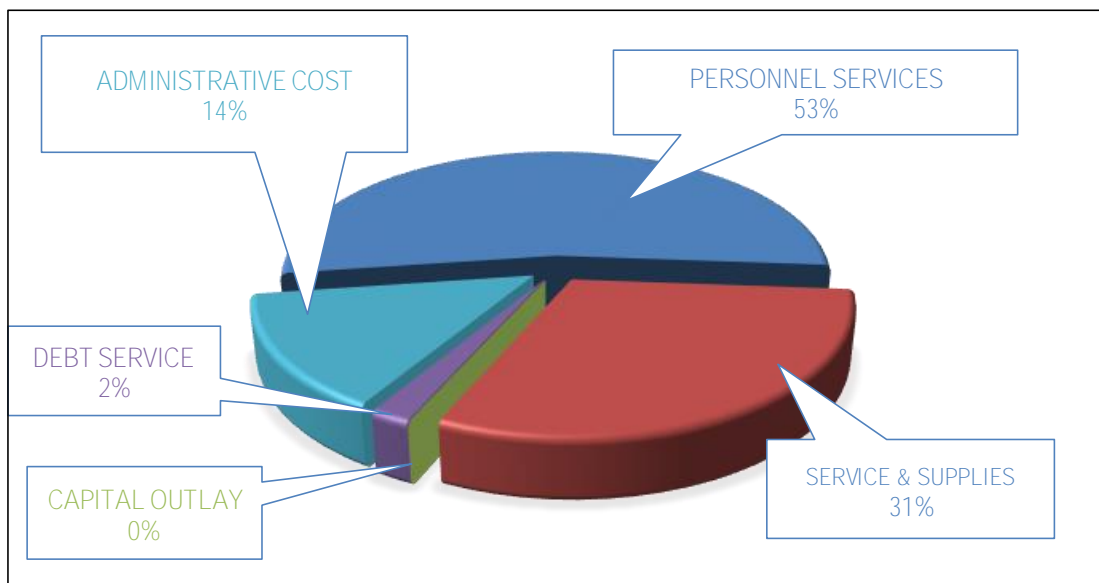
Fiscal Year 2018-19 Adopted Budget  
Operating and Outlay Budget

	<b>Administrative Cost Allocation</b>					
6200	Allocated Overhead	174,738	213,400	321,704	321,704	321,704
	<b>Total Administrative Cost Allocation</b>	<b>\$174,738</b>	<b>\$213,400</b>	<b>\$321,704</b>	<b>\$321,704</b>	<b>\$321,704</b>
	<b>GRAND TOTAL</b>	<b>\$1,851,580</b>	<b>\$1,992,329</b>	<b>\$2,401,448</b>	<b>\$2,419,628</b>	<b>\$2,330,440</b>
	<b><u>FY 2018-19 FUNDING SOURCES</u></b>					
	Property Taxes				\$1,652,910	71%
					\$1	
	Assessments				\$464,610	20%
					\$1	
	Other Revenue				\$212,918	9%
	<b>Total</b>				<b>\$2,330,440</b>	<b>100%</b>





# FACILITY & RESOURCES DEPARTMENT FUND 2018-19 BUDGET SUMMARY



PERSONNEL SERVICES	\$386,548
SERVICE & SUPPLIES	\$220,989
CAPITAL OUTLAY	\$0
DEBT SERVICE	\$14,185
ADMINISTRATIVE COST	\$102,298
<b>GRAND TOTAL</b>	<b>\$724,020</b>



**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**2018-19**  
**EXPENDITURE BUDGET**  
**FACILITIES & RESOURCES - GENERAL FUND - 01**

ACCOUNT NO.		ACTUAL EXPENDITURES 2015-16	ACTUAL EXPENDITURES 2016-17	ADOPTED EXPENDITURES 2017-18	ESTIMATED EXPENDITURES 2017-18	PROPOSED EXPENDITURES 2018-19
	<b>Personnel Services</b>					
	<b>SALARIES/WAGES</b>					
5000	Salary & Wages	148,127	178,125	198,897	185,051	226,403
5010	Overtime	1,335	5,340	3,000	10,500	6,000
5040	Sick/Vacation Pay	12,401	12,986	0	8,890	0
5050	Holiday Pay	7,832	9,044	0	11,758	0
	Sub-Total Salaries/Wages	<b>169,695</b>	<b>205,494</b>	<b>201,897</b>	<b>216,199</b>	<b>232,403</b>
	<b>BENEFITS</b>					
5101	Uniform Allowance	167	2,175	1,200	0	1,400
5102	Dental Insurance	3,555	5,117	4,824	5,568	5,066
5103	Medical Insurance	34,563	47,523	46,103	52,018	40,431
5105	Life Insurance	231	284	0	0	0
5106	FICA	9,811	13,061	12,629	12,960	14,657
5107	Medicare	2,409	3,055	2,954	3,030	3,428
5108	Workers Compensation	16,092	9,840	12,427	8,762	14,850
5109	PERS - Retirement	54,139	49,990	34,016	39,995	45,907
5120	Other Employee Benefits	2,600	2,700	2,600	2,600	2,600
5121	Retirees Health	24,750	21,218	21,168	21,200	21,256
5122	Medical Reimbursements - HRA	3,518	3,384	2,600	2,600	4,550
	Sub-Total Benefits	<b>151,834</b>	<b>158,347</b>	<b>140,521</b>	<b>148,733</b>	<b>154,145</b>
	<b>Total Personnel Services</b>	<b>\$321,529</b>	<b>\$363,841</b>	<b>\$342,418</b>	<b>\$364,932</b>	<b>\$386,548</b>
	<b>Services &amp; Supplies</b>					
6010	Ads - Legal/Other	359	0			
6033B	Maintenance & Repairs - Buildings	3,330	8,757	12,000	12,000	12,000
6033G	Maintenance & Repairs - Grounds	8,072	19,116	21,500	21,500	60,500
6033L	M & R - Street Lights	(4,198)	(325)	1,000	3,226	3,000
6033R	M & R - Ranch	63,609	58,815	50,000	50,000	50,000
6033V	M & R- Vet's Hall	14,585	11,389	12,000	11,000	12,000
6040	M & R- Equipment	559	436	700	700	700
6041L	Maintenance & Repairs - Vehicles License	2,676	1,083	3,500	4,000	3,500
6041N	Maint. & Repairs - Vehicles Non-Licensed	2,738	3,575	2,000	2,000	2,500
6045	Computer/Copier/Printer Supplies/Maint.	300	0	500	0	500
6050	Office Supplies	0	79	500	0	500
6055	Government Fees & Licenses	0	3,240	300	300	300
6058	Cash Over (Short)	680	0	0	0	0
6059	Bad Debt	20	0	0	0	0
6060C	Utilities - Cell Phone	718	728	788	700	788
6060E	Utilities - Electricity	19,636	21,030	23,796	21,575	23,796



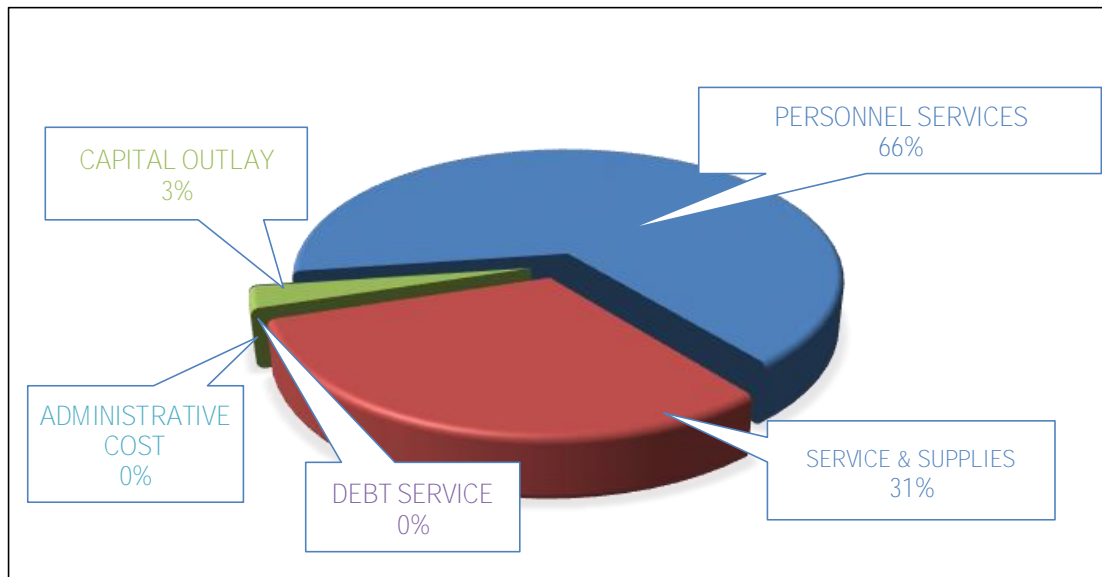
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6060G	Utilities - Gas	1,324	1,377	1,577	1,600	1,577
6060I	Utilities - Internet	3,445	6,229	6,692	6,100	6,692
6060P	Utilities - Phone-Land Lines, Faxes, Alarm	371	478	504	1,500	504
6060S	Utilities - Sewer	2,757	2,464	3,052	3,000	3,052
6060W	Utilities - Water	4,080	3,943	4,880	4,500	4,880
6070	Equipment Rental	623	771	0	0	0
6080K	Professional Services - District Counsel	1,212	4,871	4,000	3,000	4,000
6080M	Professional Services - Misc./Other	3,613	0	3,000	6,482	4,000
6090	Department Operating Supplies	21,326	13,904	14,000	12,000	14,000
6091	Lab Tests	133	0			
6093	Small Tools and Equipment	1,648	4,931	6,000	6,000	6,000
6094	Clothing and Uniform	674	1,073	1,200	1,000	1,200
6096	Fuel - Gas and Diesel	6,360	4,960	5,000	31,917	5,000
6115	Meeting Expenses	42	245	0	0	0
6125	Employee Recruitment	554	0	0	0	0
6999	Contra Account	(71,068)	0	0	0	0
<b>Total Services &amp; Supplies</b>		<b>\$90,179</b>	<b>\$173,168</b>	<b>\$178,489</b>	<b>\$204,100</b>	<b>\$220,989</b>
			0			
<b>Capital Outlay</b>						
6170	Capital Assets	71,068	200	0	0	0
<b>Total Capital Outlay</b>		<b>\$71,068</b>	<b>\$200</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Debt Service</b>						
6180J	Loan Principal	0	0	6,276	6,276	6,350
6180G	Interest Expense	934	1,776	7,645	7,645	7,835
<b>Total Debt Service</b>		<b>\$934</b>	<b>\$1,776</b>	<b>\$13,921</b>	<b>\$13,921</b>	<b>\$14,185</b>
<b>Administrative Cost Allocation</b>						
6200	Allocated Overhead	68,770	91,106	102,298	102,298	102,298
<b>Total Administrative Cost Allocation</b>		<b>\$68,770</b>	<b>\$91,106</b>	<b>\$102,298</b>	<b>\$102,298</b>	<b>\$102,298</b>
<b>GRAND TOTAL</b>		<b>\$552,480</b>	<b>\$630,091</b>	<b>\$637,126</b>	<b>\$685,251</b>	<b>\$724,020</b>
<b><u>FY 2018-19 FUNDING SOURCES</u></b>						
	Property Taxes				\$695,847	96%
					\$1	
	Vet's Hall Rental Fees				\$25,000	3%
					\$1	
	Other Revenue				\$3,170	0%
					\$1	
<b>Total</b>					<b>\$724,020</b>	<b>100%</b>

FY 2018-19 Adopted Budget  
 Operating and Outlay Budget



# ADMINISTRATION DEPARTMENT FUND 2018-19 BUDGET SUMMARY



PERSONNEL SERVICES	\$1,280,654
SERVICE & SUPPLIES	\$597,211
CAPITAL OUTLAY	\$51,350
DEBT SERVICE	\$0
ADMINISTRATIVE COST	\$0
<b>GRAND TOTAL</b>	<b>\$1,929,215</b>



## CAMBRIA COMMUNITY SERVICES DISTRICT

2018-19

## EXPENDITURE BUDGET

## ADMINISTRATION DEPARTMENT - GENERAL FUND -01

ACCOUNT NO.		ACTUAL EXPENDITURES 2015-16	ACTUAL EXPENDITURES 2016-17	ADOPTED EXPENDITURES 2017-18	ESTIMATED EXPENDITURES 2017-18	PROPOSED EXPENDITURES 2018-19
	<b>Personnel Services</b>					
	<b>SALARIES/WAGES</b>					
5000	Salary & Wages	521,179	569,337	751,175	676,172	743,964
5010	Overtime	4,512	7,245	16,970	11,661	20,000
5030	Part-time	22,800	29,174	30,000	30,000	30,000
5040	Sick Leave/Vacation Pay	39,494	51,220	0	56,638	0
5050	Holiday Pay	26,120	29,179	0	44,667	0
	<b>Sub-Total Salaries/Wages</b>	<b>\$614,105</b>	<b>\$686,155</b>	<b>\$798,145</b>	<b>\$819,138</b>	<b>\$793,964</b>
	<b>BENEFITS</b>					
5102	Dental Insurance - Ameritas	5,702	7,733	8,124	8,950	17,157
5103	Med -PERS-C ARE	58,605	79,898	105,184	96,387	136,274
5105	Life Insurance	540	612	0	682	0
5106	FICA	33,085	36,538	41,034	42,366	45,025
5107	Medicare	8,690	10,570	10,886	11,968	11,711
5108	Workers Compensation	10,041	5,223	7,032	5,025	7,833
5109	Retirement-PERS	161,755	185,895	148,129	149,752	163,816
5111	Payroll Tax Expense	5,132	(16)	0	0	0
5120	Other Employee Benefits	16,893	18,767	21,809	18,950	13,720
5121	Retirees Health	73,981	78,339	80,160	80,100	80,494
5122	Medical Reimbursmt Exp-HRA Sctnl05 Ser	9,161	8,140	14,690	13,220	10,660
	<b>Sub-Total Benefits</b>	<b>\$383,586</b>	<b>\$431,698</b>	<b>\$437,048</b>	<b>\$427,400</b>	<b>\$486,690</b>
	<b>Total Personnel Services</b>	<b>\$997,691</b>	<b>\$1,117,853</b>	<b>\$1,235,193</b>	<b>\$1,246,538</b>	<b>\$1,280,654</b>
	<b>Services &amp; Supplies</b>					
6010	Ads - Legal/Other	159	0	0	0	0
6011I	Public Information - General	960	3,927	4,000	1,050	4,000
6011W	Public Information - Website	3,613	1,863	4,935	0	5,000
6013	Donations	50	0	0	0	0
6014	Public Events	200	0	0	0	0
6030	Insurance	68,534	70,349	86,942	86,942	91,289
6033B	Maintenance & Repairs - Buildings	3,527	1,977	0	2,470	0
6033G	Maintenance & Repairs - Grounds	3,073	3,459	0	0	0
6033V	Maintenance & Repairs - Vet's Hall	0	156	0	0	0
6041L	Maintenance & Repairs-Vehicles Licenses	524	1,647	0	510	0
6044	Computer/Copie /Printer Srvcs/MaintAgree	74,122	81,162	71,400	71,400	105,780
6045	Computrr/Copier/Printer Supplies/Upgrade	2,665	5,892	5,000	5,000	5,000
6048	Security & Safety	1,381	1,265	0	0	0
6050	Office Supplies	13,100	15,948	20,100	15,200	15,500
6051	Postage & Shipping	2,687	4,443	4,764	4,700	4,850
6052	Bank Charges	2,563	3,799	2,200	3,800	4,000
6053	Printing/Forms	1,198	878	1,300	1,300	1,365
6054	Membership -Dues , Publications & Books	6,149	17,233	16,000	16,000	18,000
6055	Government Fees and Licenses	32,217	37,145	33,255	33,255	34,500
6058	Cash Over (Short)	12	0	0	0	0

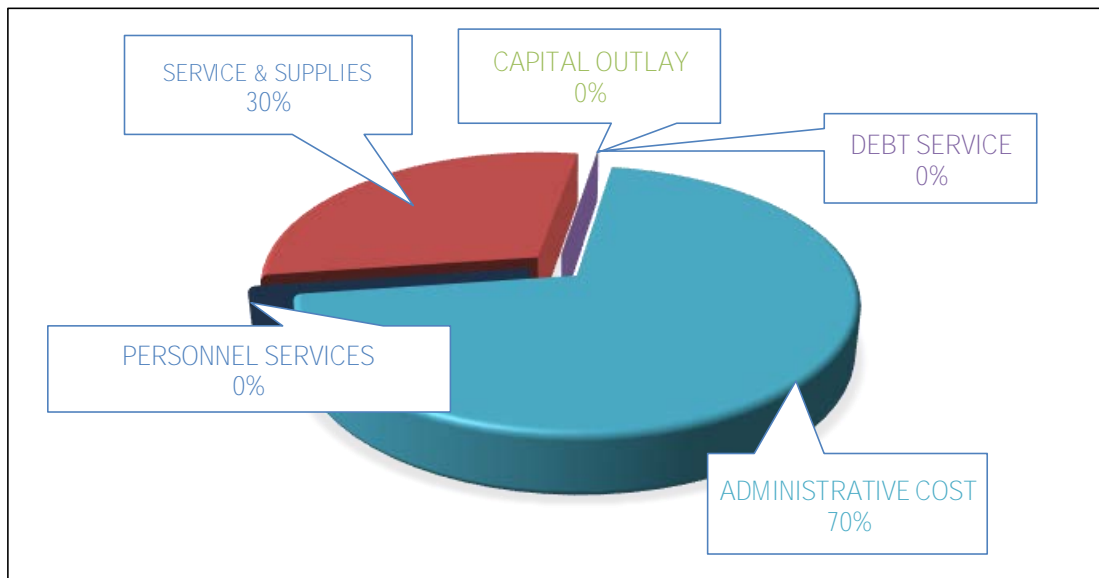


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6060C	Utilities Cell Phone	1,576	3,093	2,427	5,217	5,300
6060E	Utilities Electricity	6,502	7,047	7,045	6,320	7,540
6060G	Utilities Gas	604	645	376	630	660
6060I	Utilities Internet Access	4,313	7,209	5,618	7,800	7,920
6060P	Utilities Phone-Land Lines, Faxes, Alrms	5,772	6,967	15,275	7,550	7,880
6060S	Utilities Sewer	446	338	260	330	255
6060W	Utilities Water	386	154	118	220	260
6070	Equipment Rental	649	502	500	500	500
6075	Rental Expense Office Space	38,186	40,429	20,586	41,172	41,172
6080A	Prof Services - Audit	14,500	14,500	9,250	9,250	15,000
6080F	Prof Services - Finance	2,046	0	0	0	0
6080K	Prof Services-District Counsel	151,269	104,903	88,000	105,000	110,000
6080L	Prof Services - Legal	21,515	13,479	22,000	37,700	35,000
6080M	Prof Services - Miscellaneous/Other	6,051	11,781	11,100	11,100	11,500
6080T	Professional Services - Temporary	11,028	3,568	10,000	10,000	15,000
6086	Outside Non-Professional Services	23,288	16,047	18,000	22,192	18,000
6088	Claims	351	0	0	0	0
6090	Department Operating Supplies	2,208	1,522	1,785	1,800	2,000
6094	Clothing/Uniforms	184	0	0	0	0
6095	Office Furniture/Equipment	22	54	0	0	0
6115	Meeting Expenses	3,361	2,978	2,903	0	0
6120D	Travel, Training, Seminars – Directors	2,540	5,779	5,000	5,000	5,000
6120E	Travel, Training, Seminars – Employees	12,979	17,017	14,100	10,000	15,000
6120G	Training - LCW	0	0	4,500	0	4,500
6124	Employee Recognition	343	270	4,000	145	0
6125	Employee Recruitment	4,545	5,679	3,000	0	5,440
6170I	Purchase Administrative Office	0	0	70,732	0	0
6170J	Purchase Administrative Software	0	0	17,500	0	0
6180H	Interest Expense	774	338	0	0	0
						0
	<b>Total Services &amp; Supplies</b>	<b>\$532,173</b>	<b>\$515,441</b>	<b>\$583,971</b>	<b>\$523,553</b>	<b>\$597,211</b>
	<b>Capital Outlay</b>					
6170	Capital Assets - Replace Servers	0		35,000	43,750	0
6170	Purchase New Accounting Software	0	0	0	17,500	51,350
	<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$35,000</b>	<b>\$61,250</b>	<b>\$51,350</b>
	<b>Administrative Cost Allocation</b>					
6200	Allocated Overhead	0	(1,332,301)	0	0	0
	<b>Total Administrative Cost Allocation</b>	<b>\$0</b>	<b>-\$1,332,301</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>GRAND TOTAL</b>	<b>\$1,529,863</b>	<b>\$300,993</b>	<b>\$1,854,164</b>	<b>\$1,831,341</b>	<b>\$1,929,215</b>
	<b>FY 2018-19 FUNDING SOURCES</b>					
	Administration Department Allocation				\$1,880,840	97%
					\$1	
	Other Revenues				\$48,373	3%
					\$1	
					\$0	0%
	<b>Total</b>				<b>\$1,929,215</b>	<b>100%</b>



# PARKS & RECREATION DEPARTMENT FUND 2018-19 BUDGET SUMMARY



PERSONNEL SERVICES	\$0
SERVICE & SUPPLIES	\$21,000
CAPITAL OUTLAY	\$0
DEBT SERVICE	\$0
ADMINISTRATIVE COST	\$49,513
<b>GRAND TOTAL</b>	<b>\$70,513</b>



**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**2018-19**  
**EXPENDITURE BUDGET**  
**PARKS & RECREATION DEPARTMENT - GENERAL FUND - 01**

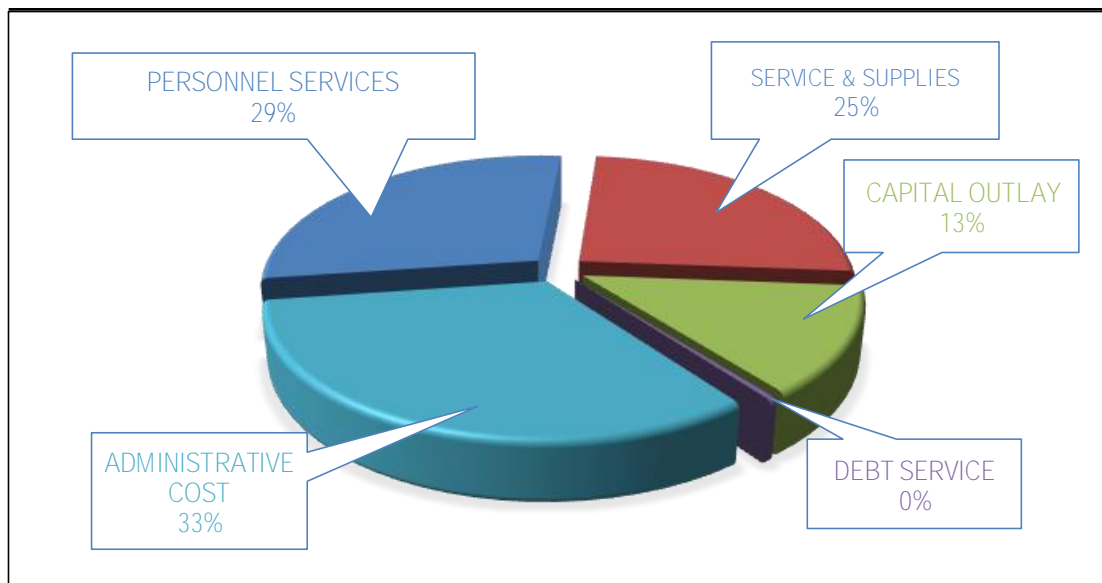
ACCOUNT NO.		ACTUAL EXPENDITURES 2015-16	ACTUAL EXPENDITURES 2016-17	ADOPTED EXPENDITURES 2017-18	ESTIMATED EXPENDITURES 2017-18	PROPOSED EXPENDITURES 2018-19
	<b>Services &amp; Supplies</b>					
6011I	Public Information - General	0	852			
6033R	M & R - Ranch	0	1,915	10,157	10,157	20,000
6053	Printing Forms	798	819	1,000	1,000	1,000
6115	Meeting Expense	0	0	0	163	0
	<b>Total Services &amp; Supplies</b>	<b>\$798</b>	<b>\$3,586</b>	<b>\$11,157</b>	<b>\$11,320</b>	<b>\$21,000</b>
	<b>Capital Outlay</b>					
6170	Capital Assets	11,500	6,396	336,378	341,626	0
	<b>Total Capital Outlay</b>	<b>\$11,500</b>	<b>\$6,396</b>	<b>\$336,378</b>	<b>\$341,626</b>	<b>\$0</b>
	<b>Administrative Cost Allocation</b>					
6200	Allocated Overhead	16,413	15,600	49,513	49,513	49,513
	<b>Total Administrative Cost Allocation</b>	<b>\$16,413</b>	<b>\$15,600</b>	<b>\$49,513</b>	<b>\$49,513</b>	<b>\$49,513</b>
	<b>GRAND TOTAL</b>	<b>\$28,711</b>	<b>\$25,582</b>	<b>\$397,048</b>	<b>\$402,459</b>	<b>\$70,513</b>
	<b>FY 2018-19 FUNDING SOURCES</b>					
	Franchise Fees				\$70,513	100%
					\$1	
	<b>Total</b>				<b>\$70,514</b>	<b>100%</b>



**FY 2018-19 Adopted Budget  
Operating and Outlay Budget**




# WATER ENTERPRISE FUND 2018-19 BUDGET SUMMARY



PERSONNEL SERVICES	\$789,096
SERVICE & SUPPLIES	\$685,178
CAPITAL OUTLAY	\$364,700
DEBT SERVICE	\$9,930
ADMINISTRATIVE COST	\$909,348
<b>GRAND TOTAL</b>	<b>\$2,758,252</b>



 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> 2018-19 <b>EXPENDITURE BUDGET</b> <b>WATER OPERATING FUND - 11</b>						
ACCOUNT NO.		ACTUAL EXPENDITURES 2015-16	ACTUAL EXPENDITURES 2016-17	ADOPTED EXPENDITURES 2017-18	ESTIMATED EXPENDITURES 2017-18	PROPOSED EXPENDITURES 2018-19
	<b>Personnel Services</b>					
	<b>SALARIES/WAGES</b>					
5000	Salary & Wages	286,342	318,314	460,083	425,804	450,440
5010	Overtime	40,973	50,379	25,000	69,971	25,000
5020	Standby	18,571	18,179	18,250	18,250	18,250
5040	Sick/Vacation Pay	(13,732)	36,190	0	37,636	0
5050	Holiday Pay	18,406	22,060	0	28,690	0
	<b>Sub-Total Salaries/Wages</b>	<b>\$350,560</b>	<b>\$445,122</b>	<b>\$503,333</b>	<b>\$514,025</b>	<b>\$493,690</b>
	<b>BENEFITS</b>					
5101	Uniform Allowance	2,033	3,133	2,000	3,133	2,400
5102	Dental Insurance	7,919	9,005	7,428	10,153	9,571
5103	Medical Insurance	79,787	82,645	98,304	92,007	75,823
5105	Life Insurance	500	520	0	610	0
5106	FICA	28,204	30,620	27,447	32,896	31,021
5107	Medicare	6,673	7,781	6,664	8,050	7,098
5108	Workers Compensation	35,296	16,199	22,283	15,440	23,898
5109	PERS - Retirement	134,335	124,395	125,836	126,300	99,199
5120	Other Employee Benefits	1,560	2,025	4,256	1,978	4,256
5121	Retirees Health	35,212	33,657	34,392	34,726	34,535
5122	Medical Reimbursements - HRA	8,129	6,895	7,150	8,180	7,605
	<b>Sub-Total Benefits</b>	<b>\$339,648</b>	<b>\$316,876</b>	<b>\$335,760</b>	<b>\$333,473</b>	<b>\$295,406</b>
	<b>Total Personnel Services</b>	<b>\$690,208</b>	<b>\$761,998</b>	<b>\$839,093</b>	<b>\$847,498</b>	<b>\$789,096</b>
	<b>Services &amp; Supplies</b>					
6010	Ads - Legal/Other	188	171	4,000	0	0
6011I	Public Information - General	111	64	0	1,000	1,000
6031	Old M & R Lift Station	49	798	0	0	0
6031D	Maintenance & Repairs	44,025	52,038	25,000	136,000	75,000
6031F	Maintenance & Repairs - Fire Hydrants	3,253	5,166	6,000	6,000	6,000
6031G	Maintenance & Repairs - Generators	2,252	555	1,000	0	1,000
6031L	Maintenance & Repairs - Leimert Booster	34,094	13,102	2,000	933	2,000
6031M	Maintenance & Repairs - Water Meters	289	5,018	5,000	8,000	5,000
6031P	Pumps	5,447	3,412	0	0	0
6031Q	Water Treatment Plant at Rodeo Grounds	17,886	8,564	2,000	4,440	5,000
6031R	Maintenance & Repairs - SR4 Well/Filter	48,447	53,465	10,000	10,000	10,000
6031S	Maint. & Repairs - Water Storage Tanks	39,118	20,926	13,500	10,525	13,500
6031T	Maint. & Repairs -Water Treatment Systems	37,723	19,328	20,000	21,116	20,000
6031V	Maint. & Repairs-Wtr.Values (Cord Pave)	7,296	41	6,000	2,509	6,000
6031W	Maintenance & Repairs - Wells	47,204	10,316	7,500	18,210	15,000
6031Y	Maint. & Repairs -Water Yard/Booster St.	9,372	4,735	5,100	5,100	5,100
6031Z	Maintenance	0	2,363	0	0	0
6032D	M & R WW Disp Eff	0	719	0	0	0
6032L	M & R WW Lift Station	43	13	0	0	0
6032T	M & R WW Treatment	75	34	0	0	0
6033B	Maintenance & Repairs - Buildings	2,063	685	2,500	73	2,500
6033G	Maintenance & Repairs - Grounds	1,339	11,839	15,000	0	7,500
6036	Maintenance & Repairs- Emergency Events	0	0	100,000	3,161	30,000
6037	Maintenance & Repairs - SCADA	0	0	15,000	10,000	15,000
6040	Maintenance & Repairs - Equipment	589	0	1,000	120	1,000



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6041L	Maintenance & Repairs - Vehicles Licenses	3,876	4,315	5,000	14,180	12,000
6041N	Maint. & Repairs - Vehicles Non-Licensed	751	157	2,000	1,208	2,000
6044	Computer/Copier/Printer/Srvcs/Maint.	5,676	1,050	1,500	108	500
6045	Computer/Copier/Printer Supplies/Maint.	1,049	1,879	1,000	3,545	2,000
6048	Security & Safety	2,295	895	2,000	394	2,000
6050	Office Supplies	1,663	2,203	3,000	750	750
6051	Printing & Shipping	7,638	7,308	11,054	9,310	11,054
6053	Printing/Forms	4,478	3,979	3,000	4,000	4,000
6054	Membership Dues, Publications/Books	12,725	12,935	15,000	15,000	15,000
6055	Government Fees & Licenses	28,224	47,602	42,700	45,000	45,000
6059	Bad Debt Expense	7,921	11,487	1,000	0	1,000
6060C	Utilities - Cell Phone	1,352	2,162	1,980	3,183	2,850
6060E	Utilities - Electricity	112,054	140,114	146,947	161,427	146,947
6060G	Utilities - Gas	0	0	1,236	0	1,236
6060I	Utilities - Internet	1,208	4,142	4,005	3,393	3,750
6060P	Utilities - Phone-Land Lines, Faxes, Alarms	4,749	6,038	5,784	6,691	5,784
6060S	Utilities - Sewer	1,234	1,024	779	1,239	779
6060W	Utilities - Water	55	1,280	1,978	0	1,978
6063	M & R Communications Equipment	28,215	0	5,000	3,168	5,000
6078	Land Lease - Well Site	36,727	37,554	36,200	38,624	39,725
6080E	Professional Services - Engineering	(3,548)	0	0	0	0
6080G	Professional Services - GIS Development	1,440	5,070	7,500	5,520	7,500
6080K	Professional Services - District Counsel	32,262	24,006	20,000	13,361	20,000
6080L	Land Conservancy - Lot Inventory, Etc.	3,856	8,539	12,500	12,149	0
6080M	Professional Services - Misc./Other	75,186	85,778	47,600	50,280	47,600
6080V	Voluntary Lot Merger Program	679	10,747	20,000	20,000	20,000
6086	Outside Services	204	0	0	0	0
6090	Department Operating Supplies	6,694	6,511	17,500	5,000	7,500
6090B	Sensor Cleaning	355	355	0	0	0
6091	Lab Tests	9,691	22,571	28,000	11,756	15,000
6091B	Operating Supplies	0	418	0	0	0
6091G	Calibration	0	2,627	2,625	2,500	2,625
6091H	Lab Testing	205	(95)	0	0	0
6092	Lab Supplies	696	0	1,500	0	0
6093	Small Tools and Equipment	4,897	5,443	4,000	5,744	6,000
6094	Clothing and Uniform	7,024	8,182	8,000	6,574	8,000
6096	Fuel - Gas and Diesel	13,305	16,000	12,000	315	12,000
6115	Meeting Expenses	0	108	1,000	0	1,000
6120E	Travel, Training, Seminars-Employees,	929	4,176	5,000	5,000	5,000
6125	Employee Recruitment	0	3,772	750	3,856	1,500
6170N	Stuart Street Tank Repair	0	0	0	0	0
6180G	Interest on City National Bank Loan				0	0
6180J	PRINCIPAL, TRUCK					0
6610	Retrofit Program	(492)		0	0	0
6611	Rebate Program - Cisterns, Toilets, Wash	(550)	0	7,500	0	7,500
						0
	<b>Total Services &amp; Supplies</b>	<b>\$715,586</b>	<b>\$703,687</b>	<b>\$727,238</b>	<b>\$690,462</b>	<b>\$685,178</b>

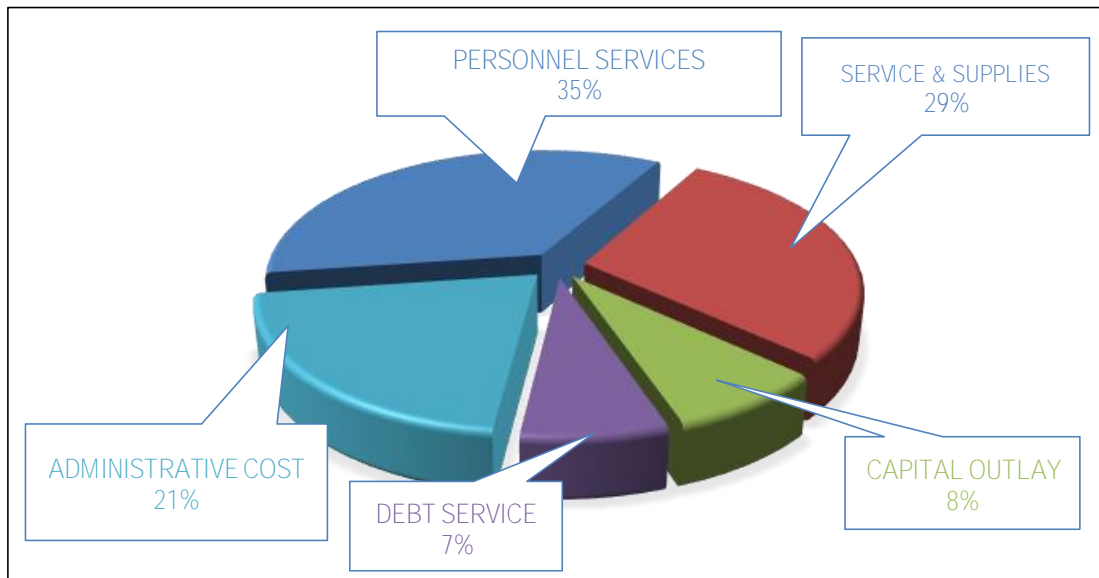


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Operating and Outlay Budget

	<b>Capital Outlay</b>					
6170	Stuart Street Tank Repair			64,000	64,000	3,000
6170	Capital Assets	64,132	715,506	0	0	0
6170	Trailer-Mounted Vacuum Excator	0	0	0	0	48,000
6170	Air Compressor & Jack Hammer	0	0	0	0	22,700
6170	Dump Truck Replacement (Ford F-650)	0	0	0	0	76,000
6170	Hot-Mix Asphalt Patches	0	0	0	0	40,000
6170	Zone 2 to 7 Trans Main SR Crk Ped Brdg	0	0	0	0	50,000
6170	Replacement of Leimert Service Lines	0	0	0	0	40,000
6170	Water Meter Replacement/Upgrade	0	0	0	0	50,000
6170	GIS Update/Upgrade	0	0	0	0	10,000
6170	Valve Replacements	0	0	0	0	10,000
6170	Rodeo Grounds Pump Station Replacement	0	0	0	0	15,000
	<b>Total Capital Outlay</b>	<b>\$64,132</b>	<b>\$715,506</b>	<b>\$64,000</b>	<b>\$64,000</b>	<b>\$364,700</b>
	<b>Debt Service</b>					
6180J	Loan Principal	0	0	6,886	6,886	6,830
6180G	Interest Expense	564	216	3,000	3,000	3,100
	<b>Total Debt Service</b>	<b>\$564</b>	<b>\$216</b>	<b>\$9,886</b>	<b>\$9,886</b>	<b>\$9,930</b>
	<b>Administrative Cost Allocation</b>					
6200	Allocated Overhead	591,312	582,420	909,348	909,348	909,348
	<b>Total Administrative Cost Allocation</b>	<b>\$591,312</b>	<b>\$582,420</b>	<b>\$909,348</b>	<b>\$909,348</b>	<b>\$909,348</b>
	<b>GRAND TOTAL</b>	<b>\$2,061,802</b>	<b>\$2,763,826</b>	<b>\$2,549,565</b>	<b>\$2,521,194</b>	<b>\$2,758,252</b>
	<b>FY 2018-19 FUNDING SOURCES</b>					
	Water Service Sales				\$2,342,076	85%
	Water Standby Charges				\$179,000	6%
	Water Penalties				\$52,500	2%
	Water - Other				\$184,676	7%
	<b>Total</b>				<b>\$2,758,252</b>	<b>100%</b>



# WASTEWATER ENTERPRISE FUND 2018-19 BUDGET SUMMARY



PERSONNEL SERVICES	\$783,083
SERVICE & SUPPLIES	\$635,250
CAPITAL OUTLAY	\$175,000
DEBT SERVICE	\$159,496
ADMINISTRATIVE COST	\$461,098
<b>GRAND TOTAL</b>	<b>\$2,213,927</b>



CAMBRIA COMMUNITY SERVICES DISTRICT						
2018-19						
EXPENDITURE BUDGET						
WASTEWATER OPERATING FUND - 12						
ACCOUNT NO.		ACTUAL EXPENDITURES 2015-16	ACTUAL EXPENDITURES 2016-17	ADOPTED EXPENDITURES 2017-18	ESTIMATED EXPENDITURES 2017-18	PROPOSED EXPENDITURES 2018-19
	<b>Personnel Services</b>					
	SALARIES/WAGES					
5000	Salary & Wages	251,548	333,618	420,692	330,017	432,098
5010	Overtime	37,076	42,115	25,000	30,148	25,000
5020	Standby	22,271	18,429	18,250	18,250	18,250
5040	Sick/Vacation Pay	5,966	38,789	0	53,034	0
5050	Holiday Pay	11,678	18,406	0	19,326	0
	Sub-Total Salaries/Wages	328,539	451,356	463,942	450,775	475,348
	BENEFITS					
5101	Uniform Allowance	1,500	1,757	2,000	2,000	2,000
5102	Dental Insurance	4,599	8,277	6,077	9,136	10,642
5103	Medical Insurance	43,039	68,548	71,952	82,569	84,028
5105	Life Insurance	352	473	0	518	0
5106	FICA	20,655	25,967	28,105	27,208	29,859
5107	Medicare	4,814	6,494	6,818	6,508	6,983
5108	Workers Compensation	34,346	19,350	28,015	18,012	27,972
5109	PERS - Retirement	103,020	113,363	70,659	81,819	92,138
5112	UI Reim Benefit	1,211	2,288	0	0	0
5120	Other Employee Benefits	780	810	4,256	790	4,256
5121	Retirees Health	49,097	41,356	42,336	43,857	42,512
5122	Medical Reimbursements - HRA	7,772	6,935	5,850	7,282	7,345
	Sub-Total Benefits	271,186	295,618	266,068	279,699	307,735
	<b>Total Personnel Services</b>	<b>\$599,725</b>	<b>\$746,973</b>	<b>\$730,010</b>	<b>\$730,474</b>	<b>\$783,083</b>
	<b>Services &amp; Supplies</b>					
6010	Ads - Legal/Other	60	171	0	0	0
6011I	Public Information - General	112	64	0	0	0
6030	Insurance	0	500	0	0	0
6031Z	Maintenance	0	454	0	0	0
6032C	M & R - WW Collection System	6,180	11,220	5,000	1,037	8,000
6032D	M & R WW - Disposal Effluent	331	17,396	3,000	6,923	10,000
6032G	M & R Wastewater Generators	1,523	8,194	4,000	1,135	4,000
6032L	M & R Wastewater Lift Stations	30,020	12,893	20,000	50,822	20,000
6032M	M & R-WW Manhole Raising(Cord Paving)	900	1,653	20,000	39,282	15,000
6032P	M & R- Pumps	0	3,004	2,500	0	5,000
6032S	M & R- WW Disposal of Sludge	52,075	124,316	88,500	94,736	88,500
6032T	M & R-Wastewater Treatment Plant Health	274,029	82,046	50,000	40,021	50,000
6033B	Maintenance & Repairs - Buildings	6,903	7,968	5,000	10,125	10,000
6033G	Maintenance & Repairs - Grounds	10,735	32,469	14,400	12,714	5,000
6035	Major Maintenance	13,583	0	0	0	0
6035T	Major Maintenance-CCTV & Hydro Clean	0	22,201	12,500	9,943	12,500
6036	M & R- Emergency Events	0	36,166	69,233	66,236	0
6037	M & R- SCADA	0	9,106	0	0	0
6040	M & R- Equipment	6,834	2,122	0	0	0
6041L	Maintenance & Repairs - Vehicles License	3,614	7,445	6,250	6,106	5,000
6041N	Maint. & Repairs - Vehicles Non-Licensed	732	2,702	1,900	773	1,500
6041V	Maint. & Repairs - Vehicles - Vactor	4	2,115	1,000	4,496	5,000
6044	Computer Services	0	880	0	0	0
6045	Computer/Copier/Printer Supplies/Maint.	247	2,397	1,000	2,756	500
6048	Security & Safety	6,177	8,741	2,000	4,988	4,000



Fiscal Year 2018-19 Adopted Budget  
Operating and Outlay Budget

6050	Office Supplies	2,496	5,893	3,600	4,434	5,000
6051	Printing & Shipping	5,928	5,069	8,021	6,796	5,000
6052	Bank Services	0	22			
6053	Printing/Forms	1,039	2,548	2,100	1,940	1,500
6054	Membership Dues, Publications/Books	0	657	600	983	1,200
6055	Government Fees & Licenses	92,550	89,141	90,000	133,765	90,000
6060C	Utilities - Cell Phone	1,658	1,398	1,409	1,829	1,650
6060E	Utilities - Electricity	166,171	209,974	200,000	227,888	200,000
6060G	Utilities - Gas	1,120	1,280	1,327	1,042	1,000
6060I	Utilities - Internet	1,208	5,202	4,903	5,435	4,500
6060P	Utilities - Phone-Land Lines, Faxes, Alarm	8,261	6,229	6,273	6,647	6,500
6060W	Utilities - Water	5,730	13,344	6,000	8,295	2,500
6063	M & R Communications Equipment	9,752	150	1,000	0	0
6070	Equipment Rental	10,584	9,595	2,500	441	2,500
6080G	Professional Services - GIS Development	0	3,735	2,000	4,440	4,000
6080K	Professional Services - District Counsel	9,293	3,933	3,000	6,416	7,000
6080L	Land Conservancy - Lot Inventory, Etc.	4,262	1,438	3,000	0	0
6080M	Professional Services - Misc./Other	68,637	44,063	68,600	14,380	15,000
6086	Outside Services	35,587	3,881	0	0	0
6089	Emergency & Medical Supplies	0	165	960	0	500
6090	Department Operating Supplies	1,704	484	400	0	0
6091	Lab Tests	11,170	25,223	23,500	28,861	25,000
6091H	Lab Testing	0	125	0	0	0
6092	Lab Supplies	8,175	1,734	3,000	2,820	3,200
6093	Small Tools and Equipment	1,095	2,102	2,000	794	2,000
6094	Clothing and Uniform	2,280	3,162	2,400	4,777	2,000
6095	Office Furniture/Equipment	391	2,085	0	0	0
6096	Fuel - Gas and Diesel	10,247	7,682	7,000	315	7,000
6115	Meeting Expenses	194	109	500	0	0
6120D	Travel, Training, Seminars-Directors	50	0	0	0	0
6120E	Travel, Training, Seminars-Employees,	(637)	3,801	4,000	1,766	2,500
6124	Employee Recognition	716	100	200	0	200
6125	Employee Recruitment	3,765	4,751	750	3,770	1,500
<b>Total Services &amp; Supplies</b>		<b>\$877,487</b>	<b>\$855,297</b>	<b>\$755,326</b>	<b>\$819,926</b>	<b>\$635,250</b>
<b>Capital Outlay</b>						
6170	Capital Assets	0	346,929	0	0	0
6170	WWTP Influent Screen Installation	0	0	85,000	120,491	150,000
6170	Hand Rails on Digesters	0	0	0	0	25,000
<b>Total Capital Outlay</b>		<b>\$0</b>	<b>\$346,929</b>	<b>\$85,000</b>	<b>\$120,491</b>	<b>\$175,000</b>
<b>Debt Service</b>						
6180J	Loan Principal	0	0	118,000	118,000	118,700
6180G	Interest Expense	57,473	33,686	41,496	41,496	40,796
<b>Total Debt Service</b>		<b>\$57,473</b>	<b>\$33,686</b>	<b>\$159,496</b>	<b>\$159,496</b>	<b>\$159,496</b>

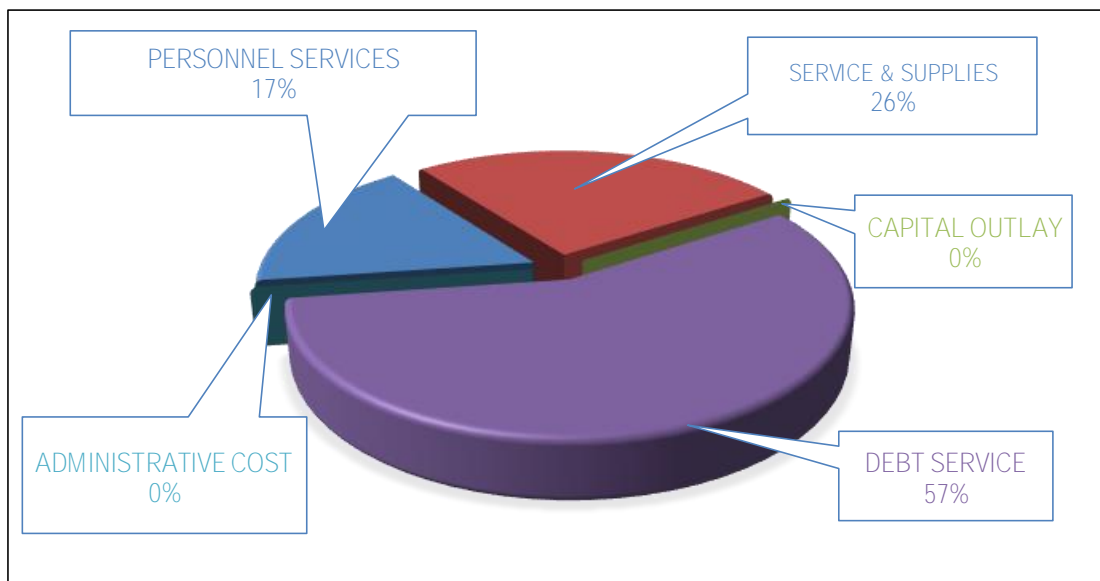


<b>Administrative Cost Allocation</b>						
6200	Allocated Overhead	401,521	429,775	461,098	461,098	461,098
<b>Total Administrative Cost Allocation</b>		<b>\$401,521</b>	<b>\$429,775</b>	<b>\$461,098</b>	<b>\$461,098</b>	<b>\$461,098</b>
<b>GRAND TOTAL</b>		<b>\$1,936,206</b>	<b>\$2,412,661</b>	<b>\$2,190,930</b>	<b>\$2,291,486</b>	<b>\$2,213,927</b>
<b>FY 2018-19 FUNDING SOURCES</b>						
	Water Service Sales				\$2,093,851	95%
	Water Standby Charges				\$119,000	5%
	Water - Other/Misc.				\$1,076	0%
<b>Total</b>					<b>\$2,213,927</b>	<b>100%</b>





# WATER SUSTAINABILITY FACILITY OPERATING FUND - 39 2018-19 BUDGET SUMMARY



PERSONNEL SERVICES	\$196,038
SERVICE & SUPPLIES	\$301,325
CAPITAL OUTLAY	\$0
DEBT SERVICE	\$659,424
ADMINISTRATIVE COST	\$0
<b>GRAND TOTAL</b>	<b>\$1,156,787</b>



**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**2018-19**  
**EXPENDITURE BUDGET**  
**WATER SUSTAINABILITY FACILITY OPERATING FUND - 39**

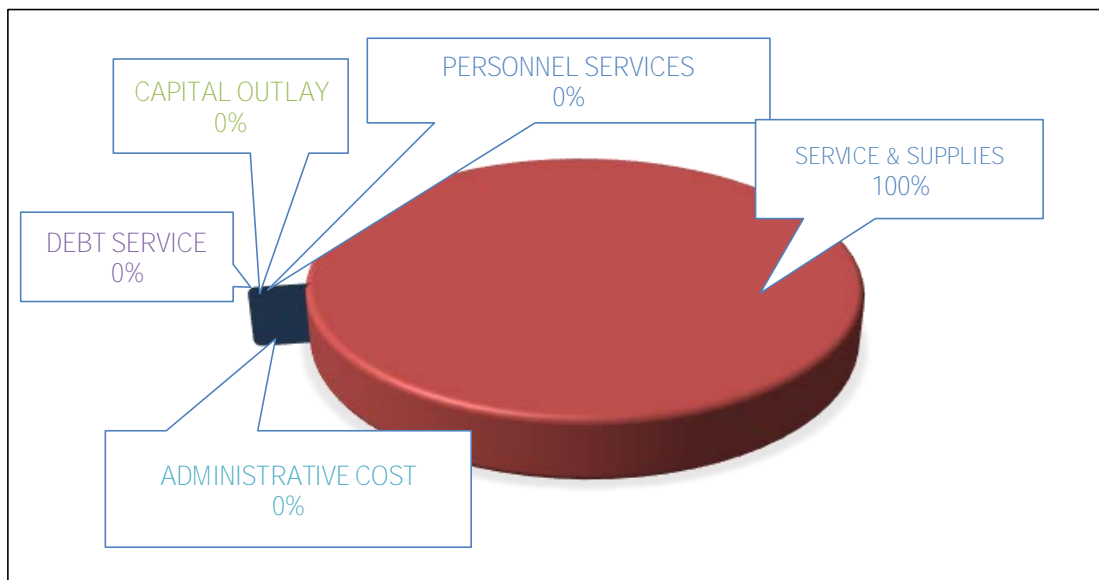
ACCOUNT NO.		ACTUAL	ACTUAL	ADOPTED	ESTIMATED	PROPOSED
		EXPENDITURES 2015-16	EXPENDITURES 2016-17	EXPENDITURES 2017-18	EXPENDITURES 2017-18	EXPENDITURES 2018-19
	<b>Personnel Services</b>					
	SALARIES/WAGES					
5000	Salary & Wages	80,000	40,177	84,074	84,074	109,194
5010	Overtime	0	0	0	0	10,000
5020	Standby	0	0	0	0	5,000
	<b>Sub-Total Salaries/Wages</b>	<b>\$80,000</b>	<b>\$40,177</b>	<b>\$84,074</b>	<b>\$84,074</b>	<b>\$124,194</b>
	BENEFITS					
5101	Uniform Allowance	0	0	0	0	400
5102	Dental Insurance	0	0	1,508	1,508	3,166
5103	Medical Insurance	0	0	16,466	16,466	24,870
5106	FICA	0	0	5,212	5,212	7,725
5107	Medicare	0	0	1,219	1,219	1,807
5108	Workers Compensation	0	0	2,406	2,406	5,379
5109	PERS - Retirement	0	0	17,731	17,731	26,807
5122	Medical Reimbursements - HRA	0	0	1,560	1,560	1,690
	<b>Sub-Total Benefits</b>	<b>\$0</b>	<b>\$0</b>	<b>\$46,102</b>	<b>\$46,102</b>	<b>\$71,844</b>
			0			
	<b>Total Personnel Services</b>	<b>\$80,000</b>	<b>\$40,177</b>	<b>\$130,176</b>	<b>\$130,176</b>	<b>\$196,038</b>
6031F	Maintenance & Repairs - Fire Hydrants	540	0	0	0	0
6031G	Maintenance & Repairs - Generators	1,000	0	0	0	0
6031Z	Maintenance & Repairs - Buildings	25,702	27,191	12,000	92,877	15,000
6033B	Maintenance & Repairs - Buildings	0	0	0	500	3,000
6036	Maintenance & Repairs- Contingency	0	0	0	16,253	5,000
6051	Postage & Shipping	0	0	0	32	0
6053	Government Fees & Licenses	16,654	108	0	0	0
6060E	Utilities - Electricity	32,364	38,527	40,000	44,790	42,000
6080K	Professional Services - District Counsel	26,073	18,299	12,000	42,538	15,000
6080M	Professional Services - Misc./Other	145	26,149	6,000	25,000	25,000
6080L	Land Conservancy - Lot Inventory, Etc.	(4,351)	23,840	0	110,154	0
6090	Department Operating Supplies	5,216	0	0	0	0
6090B	Sensor Cleaning	12,468	2,865	236	0	0
6091	Lab Tests	0	4,909	21,120	0	110,000
6091B	Operating Supplies	1,505	2,483	3,000	6,091	4,000
6091E	Baseline Mon	8,468	150	0	0	0
6091F	Remote Monitoring	1,620	3,243	6,480	6,500	10,000
6091G	Calibration	3,166	0	0	0	0
6091H	Lab Testing	99,456	0	0	0	0
6092	Lab Supplies	0	0	0	900	1,000
6115	Meeting Expense	136	0	0	0	0
6120E	Travel, Training, Seminars – Employees	0	57	0	0	0
6125	Employee Recruitment	0	0	0	700	500
6170E	Impoundment Basin	0	0	0	49,321	35,000
6829D	Performance Bonds	69,945	71,649	71,650	71,649	35,825
6829M	Financial Services	9,534	0	0	0	0
6829S	EWS Water Dept.	4,691	27,517	0	0	0
	<b>Total Services &amp; Supplies</b>	<b>\$314,330</b>	<b>\$246,986</b>	<b>\$172,486</b>	<b>\$467,305</b>	<b>\$301,325</b>



	<b>Capital Outlay</b>					
6170	Capital Assets	0	0	0	0	0
	<b>Total Capital Outlay</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>Debt Service</b>					
6180J	Loan Principal					
	Interest Expense	352,926	0	326,893	326,893	340,465
6180I	Interest Expense	0	340,190	332,533	332,533	318,959
	<b>Total Debt Service</b>	<b>\$352,926</b>	<b>\$340,190</b>	<b>\$659,426</b>	<b>\$659,426</b>	<b>\$659,424</b>
	<b>Administrative Cost Allocation</b>					
6200	Allocated Overhead	0	0	0	0	0
	<b>Total Administrative Cost Allocation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>GRAND TOTAL</b>	<b>\$747,256</b>	<b>\$627,353</b>	<b>\$962,088</b>	<b>\$1,256,907</b>	<b>\$1,156,787</b>
	<b><u>FY 2018-19 FUNDING SOURCES</u></b>					
	SWF Utility Billing Charges				\$1,156,787	100%
	<b>Total</b>				<b>\$1,156,787</b>	<b>100%</b>




# WATER SUSTAINABILITY FACILITY CAPITAL PROJECTS FUND - 40 2018-19 BUDGET SUMMARY



PERSONNEL SERVICES	\$0
SERVICE & SUPPLIES	\$733,948
CAPITAL OUTLAY	\$0
DEBT SERVICE	\$0
ADMINISTRATIVE COST	\$0
<b>GRAND TOTAL</b>	<b>\$733,948</b>



 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>2018-19</b> <b>EXPENDITURE BUDGET</b> <b>WATER SUSTAINABILITY FACILITY CAPITAL PROJECTS FUND - 40</b>						
ACCOUNT NO.		ACTUAL EXPENDITURES 2015-16	ACTUAL EXPENDITURES 2016-17	ADOPTED EXPENDITURES 2017-18	ESTIMATED EXPENDITURES 2017-18	PROPOSED EXPENDITURES 2018-19
	<b>Services &amp; Supplies</b>					
6170	SWF AWTP Off-Hauling Facilities for RO	0	0	0	0	250,000
6900	Future Mitigation Measures	0	0	0	0	358,948
6910	Section 7 ESA Consultation	0	0	0	0	125,000
			0	0		
	<b>Total Services &amp; Supplies</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$733,948</b>
	<b>GRAND TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$733,948</b>
	<b><u>FY 2018-19 FUNDING SOURCES</u></b>					
	Loan Proceeds				\$733,948	100%
	<b>Total</b>				<b>\$733,948</b>	<b>100%</b>

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.G.**

FROM: Jerry Gruber, General Manager  
Rudy Hernandez, Finance Manager

-----  
Meeting Date: May 24, 2018                      Subject: DISCUSSION AND REVIEW OF THE  
ASSIGNMENT OF BANKING POWERS  
FOR THE CAMBRIA COMMUNITY  
SERVICES DISTRICT

**RECOMMENDATIONS:**

Staff recommends that the Board discuss and review the attached assignment of banking powers approved on February 22, 2018 and provide staff with direction.

**FISCAL IMPACT:**

None.

**DISCUSSION:**

On February 22, 2018, staff made a recommendation and the Board approved a change to the assignment of banking powers based on the following reasons:

- Too broad (too many employees on the assignment of banking powers list).
- To strengthen internal controls. External auditors prefer a short list of authorized signers/assignment of banking powers.
- Each time a new Finance Manager or Board Member is appointed an updated authorization form must be provided to the bank.

Attachment: Resolution 05-2018

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

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

**RESOLUTION NO. 05-2018  
February 22, 2018**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT  
UPDATING THE ASSIGNMENT OF BANKING POWERS FOR THE  
CAMBRIA COMMUNITY SERVICES DISTRICT**

WHEREAS, the Cambria Community Services District ("CCSD") has bank accounts at Pacific Premier Bank, as well as an investment account with the State of California Local Agency Investment Fund ("LAIF"); and

WHEREAS, Pacific Premier Bank and LAIF require an approved resolution specifying which banking powers are assigned to CCSD officials and staff; and


WHEREAS, based upon changes in the CCSD's Board of Directors, it is necessary to update the assignment of banking powers for the CCSD's bank and investment accounts.

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of the Cambria Community Services District that banking powers are hereby granted to the individuals listed within the attached Exhibit "A," which is incorporated herein by this reference. This Resolution supersedes all previously adopted Resolutions relating to banking powers.

PASSED AND ADOPTED this 22<sup>nd</sup> day of February, 2018.

  
\_\_\_\_\_  
Amanda Rice, Board President

ATTEST:

  
\_\_\_\_\_  
Monique Madrid  
District Clerk

APPROVED AS TO FORM:

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

**CAMBRIA COMMUNITY SERVICES DISTRICT  
EXHIBIT "A" TO RESOLUTION 05-2018  
FEBRUARY 22, 2018  
AUTHORIZED BANKING POWERS**

AGENT'S NAME AND TITLE OR POSITION

- A Amanda Rice, President
- B Jim Bahringer, Vice President
- C Jerry Gruber, General Manager
- D Rudy Hernandez, Finance Manager
- E Monique Madrid, Administrative Services Officer

<b>Holder of Power</b>	<b>Description of Power</b>	<b>No. of Signatures Required</b>
None	All Powers Listed.	N/A
C,D,E	Open any deposit or share account(s) in the name of the CCSD.	2
A,B,C,D,E	Endorse Checks and orders for the payment of money or to otherwise withdraw or transfer funds on deposit.	2
C,D,E	Upon receiving Board of Directors' approval, borrow money on behalf and in the name of the CCSD, sign, execute and deliver promissory notes or other evidence of indebtedness.	2
C,D,E	Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a safe deposit box.	2
C,D,E	Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now or hereafter owned or acquired by the CCSD as security for sums borrowed, and to discount the same, unconditionally guarantee the payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	2

<b>Holder of Power</b>	<b>Description of Power</b>	<b>No. of Signatures Required</b>
C,D,E	Transfer LAIF funds into/out of CCSD bank accounts.	N/A
C,D,E	Issue stop-payment of checks and order for payment of money and like activities.	N/A
C,D,E	Make account inquires and deposits.	N/A
C,D,E	Pick up bank statements.	1



C,D,E	Recurring electronic payment of federal and California payroll taxes.	N/A
C,D,E	Recurring electronic payroll direct deposits.	N/A
C,D,E	Recurring electronic deposits into CCSD accounts.	N/A
C,D,E	Recurring electronic transfers between CCSD accounts.	N/A
C,D,E	Recurring manual transfers between CCSD accounts.	1

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.A.**FROM: Jerry Gruber, General Manager  
Rudy Hernandez, Finance Manager-----  
Meeting Date: May 24, 2018Subject: CONSIDERATION OF ADOPTION OF  
RESOLUTION 09-2018 CONFIRMING  
THE ITEMIZED REPORT OF WATER  
AND WASTEWATER STANDBY OR  
AVAILABILITY CHARGES FOR  
COLLECTION ON THE COUNTY TAX  
ROLLS**RECOMMENDATIONS:**

Staff recommends that the Board of Directors adopt Resolution 09-2018 Confirming the Itemized Report of Water and Wastewater Standby or Availability Charges, so that the charges can be collected by the County on the tax rolls.

**FISCAL IMPACT:**

Collection of the FY 2018/19 Water and Wastewater Standby or Availability Charges through the County tax rolls will ensure that those charges are collected by the CCSD in the most cost-efficient manner, as permitted by State law.

**DISCUSSION:**

Each year the Board of Directors approves a number of resolutions relating to costs for such things as the Water and Wastewater Standby or Availability Charges that are collected by the County of San Luis Obispo on the tax rolls. The statutes governing these various charges and assessments, as well as general provisions in the Government Code relating to community services districts, authorize the collection of those charges and assessments on the tax rolls. In this case, Government Code Section 61115(b) authorizes collection of these charges on the tax rolls.

The County Auditor-Controller's Office requires that the resolutions submitted to them for charges and assessments to be collected on the tax rolls expressly recite the statutory authority for collection by the County in that manner. Accordingly, the Resolution confirming the itemized report of the FY 2018/2019 Water and Wastewater Standby or Availability Charges is being presented to the Board for adoption, so that it can be submitted to the County and the charges can be collected on the tax rolls. This Resolution is presented in a format that is acceptable to the County.

Attachments: Resolution 09-2018  
Exhibit A to Resolution 09-2018

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

UNANIMOUS: \_\_\_RICE\_\_\_ BAHRINGER \_\_\_FARMER\_\_\_ WHARTON\_\_\_ PIERSON\_\_\_

RESOLUTION 09-2018  
May 24, 2018

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
CAMBRIA COMMUNITY SERVICES DISTRICT  
CONFIRMING THE ITEMIZED REPORT OF WATER AND  
WASTEWATER STANDBY OR AVAILABILITY CHARGES

WHEREAS, by Resolution No. 08-2018 the Board of Directors of the Cambria Community Services District fixed the Water and Wastewater Standby or Availability Charges for all parcels within the CCSD, with the exclusion of those unimproved properties that have not been issued an "Intent to Serve" letter or connection permit, for Fiscal Year 2018/2019; and

WHEREAS, the Cambria Community Services District, pursuant to Government Code Section 61124, may continue to collect standby and availability charges established in accordance with former Chapter 1 (commencing with Government Code Section 61750) of the former Part 6 of Division 1 in successive years; and

WHEREAS, the General Manager has filed with the District Clerk a report describing each parcel and the amount of Water and Wastewater Standby or Availability Charges to be assessed against each parcel for the Fiscal Year 2018/2019, which report is designated as Exhibit "A," and is incorporated herein by reference as though fully set forth;

WHEREAS, at 2:00 PM, on May 24, 2018, at the Veterans Memorial Building, 1000 Main Street, Cambria, California, the time and place set forth in the notice of public hearing concerning the placing of annual Water and Wastewater Standby or Availability Charges on the tax rolls, any person interested, including all persons owning property within the District, were given the opportunity to appear and be heard concerning this matter.

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

1. The recitals set forth hereinabove are true, correct and valid.
2. Said itemized report, Exhibit "A," attached hereto, copies of which are on file in the office of the Cambria Community Services District and are available there for public inspection, be and is hereby ordered confirmed in the form set forth in said Exhibit "A."
3. The CCSD General Manager, or his designee, shall transmit a copy of this Resolution to the County Auditor.
4. Pursuant to Government Code Section 61115(b), the County Auditor and the County Tax Collector be and hereby are authorized and directed to do all acts necessary and proper to place on the 2018/2019 tax rolls the respective charges set forth in said confirmed itemized report attached as Exhibit "A," and to collect these Water and

Wastewater Standby or Availability Charges on the property tax bill, plus such administrative charges allowed by law.

5. As a result of the confirmation of said itemized report, the amounts of the Water and Wastewater Standby or Availability Charges set forth in said itemized report are thereby made special assessments and shall become liens against the respective parcels of real property in the Cambria Community Services District.

6. This Resolution shall take effect immediately upon its adoption.

The foregoing Resolution was adopted at a Regular Meeting of the Board of Directors of the Cambria Community Services District held on May 24, 2018.

Passed and adopted this 24<sup>th</sup> day of May, 2018 by roll call votes:

Ayes:  
Nays:  
Absent:

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Amanda Rice, President  
Board of Directors

ATTEST:

APPROVED AS TO FORM:

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Monique Madrid  
District Clerk

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Timothy J. Carmel  
District Counsel

## Exhibit "A" to Resolution 09-2018

## Cambria Community Services District Water/Wastewater Standby Availability 2018/2019 Tax Year

Parcel Number	Water Availability	Wastewater Availability
013.081.052	45.00	-
013.081.075	45.00	-
013.081.078	61.20	-
013.081.081	45.00	-
013.081.082	45.00	-
013.084.001	46.34	-
013.084.002	46.34	-
013.084.005	45.00	-
013.084.007	46.34	-
013.084.008	45.00	-
013.084.009	45.00	-
013.084.010	45.00	-
013.084.012	46.34	-
013.084.016	46.34	-
013.084.019	45.00	-
013.084.020	46.34	-
013.084.021	45.00	-
013.084.022	45.00	-
013.084.023	46.34	-
013.084.024	45.00	-
013.084.025	45.00	-
013.084.026	45.00	-
013.084.027	45.00	-
013.084.029	46.34	-
013.084.030	46.34	-
013.084.031	46.34	-
013.084.032	45.00	-
013.084.033	45.00	-
013.084.034	45.00	-
013.084.037	46.34	-
013.084.038	46.34	-
013.084.040	45.00	-
013.084.043	45.00	-
013.084.044	46.34	-
013.084.045	45.00	-
013.084.047	45.00	-
013.084.048	46.34	-
013.084.049	46.34	-
013.084.050	45.00	-
013.084.051	45.00	-
013.084.055	46.34	-
013.084.058	45.00	-
013.084.059	45.00	-
013.085.001	45.00	-

013.085.002	45.00	-
013.085.003	45.00	-
013.085.004	45.00	-
013.085.005	45.00	-
013.085.006	45.00	30.00
013.085.007	45.00	30.00
013.085.008	45.00	30.00
013.085.009	45.00	30.00
013.085.010	45.00	30.00
013.085.011	45.00	-
013.085.012	45.00	-
013.085.013	45.00	-
013.085.014	45.00	-
013.085.018	45.00	-
013.085.019	45.00	-
013.085.020	45.00	-
013.085.021	45.00	-
013.101.006	46.34	30.90
013.101.007	45.00	30.00
013.101.018	47.70	31.80
013.101.043	51.74	34.50
013.101.046	46.34	30.90
013.101.059	45.00	30.00
013.101.060	45.00	30.00
013.101.064	45.00	30.00
013.101.066	45.00	30.00
013.101.067	46.34	30.90
013.101.068	45.00	30.00
013.101.069	45.00	30.00
013.101.070	45.00	30.00
013.101.071	45.00	30.00
013.101.073	45.00	30.00
013.101.074	45.00	30.00
013.101.081	45.00	30.00
013.101.083	53.10	35.40
013.101.084	45.00	30.00
013.111.004	45.00	30.00
013.122.005	45.00	-
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013.131.035	47.70	31.80
013.131.037	45.00	30.00
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013.151.034	50.40	30.00
013.151.035	49.04	32.70
013.151.037	49.04	32.70
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013.151.039	49.04	32.70
013.151.040	49.04	32.70
013.151.042	46.34	30.90
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013.221.027	45.00	30.00



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013.341.016	45.00	30.00
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023.213.056	45.00	30.00
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023.214.008	45.00	30.00

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023.214.052	45.00	30.00
023.215.009	45.00	30.00
023.215.014	45.00	30.00
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023.215.027	45.00	30.00
023.215.028	45.00	30.00
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023.215.053	45.00	30.00
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023.215.061	45.00	30.00
023.215.064	45.00	30.00
023.215.068	45.00	30.00
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023.331.057	45.00	30.00
023.331.059	45.00	30.00
023.331.061	45.00	30.00
023.332.030	45.00	30.00
023.332.031	45.00	30.00
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023.362.038	45.00	30.00
023.362.039	45.00	30.00
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023.364.027	45.00	30.00
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023.402.023	45.00	30.00
023.402.024	45.00	30.00
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023.403.020	45.00	30.00

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023.422.022	45.00	30.00
023.422.026	45.00	30.00
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023.425.053	45.00	30.00
023.425.055	45.00	30.00
023.425.056	45.00	30.00



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024.382.021	45.00	30.00
024.382.022	45.00	30.00
024.383.005	45.00	30.00
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3944 Parcels		

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.A.**

FROM: Jerry Gruber, General Manager

Meeting Date: May 24, 2018

Subject: MANAGER'S REPORT

**GENERAL MANAGER:**

Staff continues to monitor the District's water supply closely and keep an eye on our current well levels, the District Wastewater Gradient and the WBE Monitoring Well.

As part of the March Board Meeting, the CCSD Board of Director discussed the General Manager's five goals that were presented. A consensus was reached that goals 1-4 were supported; however, goal five was eliminated with emphasis on one additional goal for the General Manager to focus on. I have included the agreed upon goals below for your review and additional consideration.

Staff continues to empty the impoundment basin.

All SWF reports are being submitted in a timely manner. Staff is now able to electronically migrate lab data into the SWF reports instead of manually entering the data. Although the transition to this new methodology is not fully implemented, significant staff time is being saved by these improvements.

Staff will be presenting and discussing the Updated SSMP - Sanitary Sewer Management Plan as part of today's meeting.

Staff has put a great deal of time and effort into the Draft Budget for Fiscal Year 2018/19. The draft budget is balanced and requires no funds be taken from the General Fund. Although there was discussion relating to a new budget format over the next two years, this year's budget format will be consistent with previous budgets, other than some header and footer adjustments. A more significantly modified budget will be completed in 2019/20. The draft budget was presented to and discussed with the Finance Committee on May 17, 2018 and will be presented to the Board as part of today's meeting.

Staff, along with Alex Handlers of Bartle Wells and Associates, has put a great deal of time and effort into the Rate Study for Water, Wastewater and the Sustainable Water Faculty. A presentation on the Rate Study will be given by Mr. Handlers as part of today's meeting.

Staff continues to work closely and in direct support of both new Standing Committees – the Finance Committee and the Infrastructure Committee.

I have signed a letter of engagement with STIFEL regarding an Underwriter/Placement Agent Engagement Relating to Potential Municipal Securities Transaction for the Cambria Community Services District. I have been working directly with Senator Florez relating to the possibility of refinancing our existing SWF Loan.

I was the guest speaker at the Lions Club on Tuesday May 8, 2018 and discussed the different Departments within the CCSD and items of importance relating to the overall operations of the CCSD.

**ADMINISTRATION:**

During the end of April and throughout the month of May, the Administrative Services Officer and Confidential Administrative Assistant worked on the following items:

Human Resources:

- Prepared for labor negotiations

395

- Met with several employees for various Human Resources matters
- Worked on various Human Resources matters
- Met with Managers to review opportunities to explore to improve Administrative Department efficiency

#### Recruitment:

- Held a Water Systems Operator-In-Training interview
- Prepared for and began the Maintenance Technician recruitment
- Held Maintenance Technician interviews

#### Trainings:

- Monique and Haley attended a Brown Act training

#### Contract Liaison:

- Finalized the amendment to agreement for consultant services with Carolyn Winfrey

#### Board Meetings:

- Monique and Haley attended several agenda preparation meetings
- Haley coordinated sending out staff report reminders to Managers
- Finalized the April 2018 Resolutions
- Worked with Haley to post the April 26, 2018 and May 15, 2018 Special Meeting notice
- Prepared for and published the May Regular Board meeting agenda packet
- Haley posted the approved February and March Regular and Special Meeting minutes
- Haley sent the Notice of Public Hearing on Standby or Availability Charges for posting in the Tribune and Cambrian.

#### Finance Standing Committee:

- Haley worked with the Finance Standing Committee Chairman to coordinate their meetings and prepare the agenda
- Haley distributed and posted two Finance Standing Committee agendas
- Monique and Haley attended the Finance Standing Committee meetings, took minutes and prepared the agendas
- Haley worked with CSDA to create log-in credentials for the Finance Standing Committee to take a Brown Act webinar
- Monique and Haley coordinated scheduling a Brown Act in-person training for the Board of Directors, PROS Commission, Infrastructure and Finance Committee members
- Haley prepared a 2018 Finance Committee Meeting Schedule

#### Infrastructure Standing Committee:

- Haley worked with CSDA to create log-in credentials for the Infrastructure Standing Committee to take a Brown Act webinar
- Haley worked with the Infrastructure Standing Committee Chairman to coordinate their meetings and prepare the agendas
- Haley distributed and posted the Infrastructure Standing Committee agenda
- Haley attended the Infrastructure Standing Committee meeting, took minutes and prepared the agenda
- Haley received and scanned in a committee member's Brown Act webinar certificate
- Haley emailed CSDA to process a reimbursement for a committee member paying for the Brown Act webinar

#### PROS Commission:

- Haley handles the creation, distribution and posting of the PROS Commission meeting agendas and minutes.
- Haley posted the approved PROS April meeting minutes
- Haley finalized the May PROS agenda
- Haley received the May 2018 PROS minutes and prepared them for the June 2018 agenda
- Monique and Haley worked with the PROS Commission regarding filing their 700 forms

#### Meetings:

- Prepared for and conducted bi-weekly Administrative Office staff meetings
- Haley created and distributed the Manager's Meeting agenda
- Haley coordinated managers and supervisors attending the Manager's Meeting on Tuesday, April 24, 2018
- Monique and Haley attended the Manager's meeting
- Haley emailed Jerry and Board of Directors regarding various meeting reminders in Cambria
- Monique coordinated and attended a Rate Study meeting
- Monique attended the SLO County Chapter meeting on May 8, 2018

#### Miscellaneous:

- Worked on a public record request and response
- Participated in multiple Operational meetings
- Haley processed purchase orders for multiple vendors
- Monique and Haley worked with the County Clerk Recorders Office
- Finalized the letter of support for the proposed Senate Bill 1079 Forestry Grant and mailed it
- Registered Jerry, Monique and David Pierson to attend the SLO County Chapter meeting on May 8, 2018
- Haley coordinated with AGP on working at the Vets Hall to install the new Board Meeting presentation system
- Monique and Haley worked on the District Transparency Certificate of Excellence website requirements and posted new documents to the webpage

#### Engineering Department:

- Met with the District Engineer and General Manager

#### Facilities & Resources Department:

- Met with the Facilities & Resources Manager

#### Fire Department:

- Worked with the Fire Chief on finalizing the FHFRP

#### Finance Department:

- Met with the Finance Manager on multiple occasions
- Met multiple times with the Administrative Technician III Payroll Technician to assist with various benefit administration tasks
- Met with Finance Manager to discuss and assist with multiple Finance Department matters
- Worked with payroll clerk and employee regarding retirement process
- Worked with the Finance Manager on his department mailing each assessed property owner a notice of the filing of the report for the Water and Wastewater Standby or Availability Charges

#### Wastewater Department:

- Met with Wastewater Department Supervisor

#### Water Department:

- Met with Water Department Supervisor

**FACILITIES AND RESOURCES:****1. Fiscalini Ranch:****a. Santa Rosa Creek Trail:**

- i. Friends of Fiscalini Ranch Volunteers and CCSD Facilities and Resources Staff resurfaced 3/8 mile.

1. This section of trail is used as a multi-use trail and access to wastewater lift station B.
2. 30 tons of base was ordered and delivered by Windsor construction.
3. Volunteers assisted in cleaning trail from debris prior to working on trail. Trail was leveled, base laid down and compacted with a ride on roller.

**b. Fire Breaks:**

- i. East Park of Fiscalini Ranch has now been mowed by CCSD Staff. This mowing is done in part for fire prevention, but also to combat invasive plants such as Italian thistle, bull thistle and mustard.
- ii. Rabobank: CCSD Staff mowed a fire break behind Rabobank.
- iii. Steel Head Park: CCSD staff mowed park

**c. Wedding Ceremonies:**

- i. 3 Wedding ceremonies have been approved on the Fiscalini Ranch. All three have met the requirements from the Fiscalini Ranch events policy.

**2. Trees:**

- a. Lot 023-271-054: One dead and dangerous tree was topped. Material was chipped and hauled away. Chips were brought to the dog park.
- b. Lot 023-341-069: An oak tree had uprooted and was laying on neighbor's fence. Tree was cut and removed.
- c. Lot 023-341-023: Oak tree uprooted and was resting on neighbor's back porch. Branches were cut off and cleaned up.

**3. CCSD Lots:**

- a. 85 CCSD parcels have been bid out this year as part of weed abatement program.
  - i. Prior to bidding out parcels, Facilities Staff inspected all parcels to identify any issues, such as illegal camping, trash and dead trees.
- b. Additional parcels are being considered for this year. Communication between Fire Department, Facilities Department and Forest Committee is ongoing as to the level of work needed on these additional parcels.

**4. Vets Hall:**

- a. Two new parking lot LED Lights have been installed.
- b. New trees have been planted on the parking lot of the Vets Hall.
- c. BBQ area and ramps have been pressure washed.
- d. 44 events were held at Vets Hall since last month's CCSD Board Meeting.

**5. Pocket Parks:**

- a. Pocket parks on Moonstone Beach and Center Street have been cleaned up.

**6. Community Park:**

- a. The last few PROS meetings have discussed the issue about access at the end of the emergency road that connects to Piney Way. District Engineer has now provided PROS with maps that show a wastewater easement through the property.

**7. Pinedorado:**

- a. Pinedorado Chair Mike Broadhurst and Facilities Manager have been working on the Pinedorado weekend contract.
  - i. The contract includes use of the Vets Hall for Follies rehearsals and shows, car show, parking on Community Park and overnight parking at the old Dog Park on Main St.

#### **ENGINEER:**

Key activities since the April 19, 2018 Board meeting report (prior staff report prepared on April 11, 2018) to the date of this report's preparation (May 1, 2018), have included:

- Sustainable Water Facility (SWF):
  - The Advanced Water Treatment Facility (AWTP) has remained off line.
  - The March 2018 monthly and 2017 Annual Title 22 self-monitoring reports were completed and submitted two days before their due date of April 15, 2018. Staff are currently completing the April 2018 monthly and 2018 first quarterly Title 22 self-monitoring reports, which are due on May 15, 2018.
  - The impoundment basin closure activities are continuing. As of April 30, 2018, approximately 567,000 gallons have been pumped from the impoundment basin. The freeboard that same day was at 61.2 inches.
  - A draft update to the Facilities Operation Maintenance and Monitoring Plan (OMMP) is currently under review by Water Board staff. This update includes off hauling of the AWTP's reverse osmosis concentrate.
  - Staff continues to work closely with Finance Manager Rudy Hernandez on SWF finance reporting and budgeting.
  - Consideration of an earlier application to the Water Board to allow for offsite disposal of RO concentrate is pending, with the date to be determined. If approved, the proposed Water Board action would: allow for off hauling of the RO concentrate for disposal, reduce the maximum allowable injection rate to 400 gallons per minute to match findings from earlier tracer study tests, require electronic submittal of self-monitoring reports, and reduce groundwater well testing when the facility is seasonally shut down. The seasonal reduction in groundwater testing was initiated by staff and should save more than \$100,000 per year. The revision would still require groundwater testing one month prior to facility start up and for three months following a seasonal shut down.
  - Off hauling of the RO concentrate requires further discussion and permitting coordination with County Planning.
  - The hiring process for the SWF Chief Plant Operator continued this past month.
  - Staff continues to coordinate with County Planning staff on the SWF's Regular Coastal Development Permitting process.
  - This month's agenda includes consideration of consultant contracting to allow completing an informal Section 7 ESA consultation to further augment the protections offered by implementing the project's adaptive management plan (AMP) and its biological mitigations.
- Permit Counter:
  - For the 2018 Calendar Year: 1 Transfers of Position, 6 Assignments, 7 Voluntary Lot Mergers, 2 New/Re- Construction Applications, and 27 Remodel/Change-of-Use Applications were received for processing. We have also received 3 applications to extend ITS letters.
  - A mid-year permit counter revenue audit was completed by staff. Finance Manager Rudy Hernandez has updated budget & finance reports accordingly.

- Melissa Bland is currently progressing through a year-end wait list fee revenue audit and will be working with Finance staff to invoice any outstanding fees.
- Miscellaneous:
  - Influent Screen. Staff is currently finalizing a request for quotation for informal bidding on this revised installation.
  - Except for obtaining State responses to some historic well ID numbers, staff has completed responding to questions posed by the SWRCB on licensing of existing water rights.
  - Staff continued to research software that can be used to assist with the completion of the SWF (and ultimately other facilities) self-monitoring reports required by our permits. Related to this effort, Melissa Bland sought out and worked with a private programmer to help automate the transfer of lab-provided data into the tables required by our SWF self-monitoring program. This approach was successfully tested on old data from an earlier report and is now being planned for use in developing our April monthly self-monitoring report. If successfully implemented, this approach would save about 40 to 80 hours of tedious, manual-entry data time on each SWF report. Using this approach may also cost significantly less than a more robust, commercially developed program.
  - Staff attended the Infrastructure Committee meeting on April 19, 2018. The committee's next meeting is scheduled for May 30, 2018 at 10 am.
  - Staff attended the Rate Ad Hoc Committee meeting on April 25, 2018.
  - Staff attended the Finance Committee meeting on April 25, 2018.

## **WASTEWATER:**

### **Wastewater Treatment Plant Operations**

- Delon Blackburn is leading efforts to develop a time line and budget for the emptying and removal of debris and grit from aeration basin #1. This will include removing rags from around the air diffusers, which impact aeration efficiency.
- Delon has also accepted the position as Union Steward for Water and Wastewater with SEIU.
- The pH meter in the effluent basin was repaired with a new salt bridge having been installed.
- The new 6-inch portable pump remained staged just in case flows were to exceed what our primary pumps could handle. Last year we had one rental pump staged for 8 months and at times two pump in use. Besides contending with high flows, our pumps suffered from poor quality power and fouling due to rags.
- Alpha Electrical rehabilitated the power supply to the digester by a combination of reusing existing electrical conduit and replacing old rusted junction boxes with new boxes. This job is almost complete. When done, the work will cover exposed electrical wires at two locations (see photos)
- West Coast Tree trimmed the front of the plant and the entrance.

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

- We are continuing our ongoing campaign to locate the source of groundwater and storm water (i.e., infiltration and inflow, or I & I) that is getting into the collection system. During this year's rain, we were able to identify a few more manholes that need attention. This included groundwater infiltrating down the inside walls of the manholes and at the manhole wall to pipeline connection points.
- The existing GIS system is being continuously improved upon by field verifying locations as differences are found with mapped locations. We can document conditions much better using the GIS, and to store information for planning and prioritizing repairs.

### **Laboratory:**

- Abalone Coast continued to provide the services of a certified laboratory analyst for those analyses that are reported to the state. Currently, Abalone's Amanda Smith is calibrating the online pH meter monthly.
- Abalone is still calibrating the pH probe monthly.

**Administrative:**

- Toni Artho and Jason Vormbaum are working on their commercial driver's license.



Figure 1 New 6-inch pump



Figure 2 Rusted electrical pull box at digester



Figure 3 Replacement electrical pull box



**WATER:**

1. The Sustainable Water Facility (SWF) remained offline. Water Department staff continued performing SWF maintenance and operation, which included circulation of Preservol to the filter membranes, groundwater sampling, groundwater well level monitoring, and checks on the impoundment basin. Staff members have continued to assist Interim Chief Plant Operator John Allchin with the removal of water from the impoundment basin per the Water Board-approved impoundment closure plan. Tasks routinely completed by Water Department staff have included boron analyses using the Hach 3900 Spectrophotometer, and daily impoundment basin monitoring. The impoundment basin monitoring included: tracking the presence of wildlife, weather, measuring available freeboard, liner integrity and other factors. Liner integrity tests are conducted once a week.
2. Jim McCrory from Gold Coast Environmental calibrated the Water Department's Siemens flow meters (two meters at SR4 and three meters at the San Simeon well field).
3. Water Department Supervisor completed the Electronic Annual Report. This is a very detailed and comprehensive water department report to the State of California, which includes water production, water treatment, water deliveries, and inventory of all active well sites. Other State reporting that was completed included: monthly reports for each well site, monthly water production and usage; and quarterly reports.
4. Water Department Supervisor worked hard to meet an internal April 15<sup>th</sup> deadline to submit requests to management for the FY 2018/19 Water Department budget, with assistance from the Engineering Assistant – Permit Compliance Specialist. This effort included developing multiple Capital Outlay requests with supporting quotations. Requests included a replacement dump truck, replacement air compressor-jack hammer, and a trailer-mounted vacuum excavator to assist water operators while repairing water leaks. Water Department Supervisor shopped the entire state for the best prices on equipment. Multiple quotes were received for all items requested. A separate funding request was also made to replace over 50 temporary cold mix asphalt patches. Numerous roadway patches need to be upgraded to permanent hot mix asphalt per SLO County public works requirements. The Water Department Supervisor located, measured and marked over 50 existing temporary cold-mix asphalt patches that need to be upgraded. The locations and square footage of the existing patches were submitted to three separate asphalt companies for bids and to Finance Manager Rudy Hernandez.
5. Water Production

	<b>SAN SIMEON</b>	<b>SANTA ROSA</b>	<b>TOTAL</b>
<b>APRIL 2018</b>	32.22 Ac Ft	6.85 Ac Ft	39.06 Ac Ft
<b>APRIL 2017</b>	45.42 Ac Ft	9.76 Ac Ft	55.18 Ac Ft
<b>APRIL 2013</b>	55.27 Ac Ft	4.27 Ac Ft	59.54 Ac Ft

6. Well levels (Please see attached tables and charts)

- 402 7. The following table summarizes key activities that Water Department staff responded to during this reporting month.

<b>Item</b>	<b>Number Completed</b>
Read or re-read of existing water meters	281
Customer assists for high water usage on customer side of meter	13
Shutoff and turn on for customer performed plumbing repairs	7
Repairs of distribution system leaks	1
Replaced meter dials and transmitters	20
After-Hours System Alarm Responses	2
Replaced Fire Hydrant per CFD	1
Raised Fire Hydrant	1
Conservation Retrofit Inspections	8
USA Locations	24

Attachments: 01 Cambria CSD Biomass Co-Generation Project Letter  
02 San Luis Obispo County Chapter Meeting Agenda May 8, 2018  
03 Production and Well graphs  
04 Balance Public Relations May 2018 Report  
05 Public Records Requests and Responses

**DEPARTMENT OF FORESTRY AND FIRE PROTECTION**

P.O. Box 944246  
SACRAMENTO, CA 94244-2460  
(916) 653-7772  
Website: [www.fire.ca.gov](http://www.fire.ca.gov)



April 20, 2018

Jerry Gruber  
Cambria Community Services District  
Cambria Community Services District  
1316 Tamsen Street, Suite 201  
Cambria, CA 93428

RE: Cambria CSD Biomass Co-Generation Project

Dear Jerry Gruber:

Thank you for your interest in the CAL FIRE Forest Health--California Climate Investments (CCI) Grant Program. This year, there was incredible interest in the program and the Department received many worthy projects.

Unfortunately, your concept proposal was not selected for further consideration in this grant cycle. We hope you will consider applying to this or other CAL FIRE grant programs in the future. Information on these programs is online at:

<http://www.fire.ca.gov/grants/grants>.

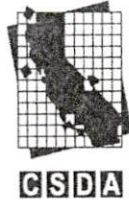
Once final awards have been made, we will post the list of Forest Health-CCI grantees at [http://www.fire.ca.gov/resource\\_mgt/foresthealth](http://www.fire.ca.gov/resource_mgt/foresthealth). Again, thank you for your interest.

Sincerely,

A handwritten signature in black ink that reads "Angela Lottes".

ANGELA LOTTES  
Assistant Deputy Director, Climate and Energy

Marshall Ochylski, President  
Brad Hagemann, Vice-President  
Kristen Gelos, Treasurer  
Laurie Ion, Secretary  
Kristi Dibbern, Assistant



**California Special  
Districts Association**

*Districts Stronger Together*

**San Luis Obispo County Chapter**

**May 8, 2018 - Meeting**

Welcome - Brad Hagemann, Vice-President

1. Self-Introductions
2. FBI Special Agent Shane Leonard - Presentation on Infragard, a partnership between the FBI and members of the private sector. The InfraGard program provides a vehicle for seamless public-private collaboration with government that expedites the timely exchange of information and promotes mutual learning opportunities relevant to the protection of Critical Infrastructure.
3. Tommy Gong, County Clerk-Recorder - Presentation on various aspects/responsibilities of the County Clerk-Recorder's Office.
4. District Updates
5. Issues of Common Interest:
  - a) Statewide CSDA Update - Chris Palmer



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

YEAR	SOURCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL TOTAL	YEAR
<b>2006</b>	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	<b>2006</b>
	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	
	<b>SS &amp; SR TOTAL</b>	<b>50.81</b>	<b>49.88</b>	<b>48.82</b>	<b>50.27</b>	<b>61.32</b>	<b>68.21</b>	<b>79.70</b>	<b>80.39</b>	<b>72.66</b>	<b>66.74</b>	<b>60.92</b>	<b>56.38</b>	<b>746.10</b>	
<b>2005</b>	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	<b>2005</b>
	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	
	<b>SS &amp; SR TOTAL</b>	<b>50.05</b>	<b>46.78</b>	<b>52.02</b>	<b>55.77</b>	<b>66.46</b>	<b>69.54</b>	<b>82.16</b>	<b>78.92</b>	<b>68.96</b>	<b>68.77</b>	<b>57.75</b>	<b>44.06</b>	<b>741.24</b>	
<b>2004</b>	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	<b>2004</b>
	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	
	<b>SS &amp; SR TOTAL</b>	<b>55.83</b>	<b>52.01</b>	<b>59.73</b>	<b>69.17</b>	<b>76.66</b>	<b>74.70</b>	<b>77.84</b>	<b>75.98</b>	<b>68.38</b>	<b>59.75</b>	<b>51.03</b>	<b>51.55</b>	<b>772.63</b>	
<b>2003</b>	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	<b>2003</b>
	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	
	<b>SS &amp; SR TOTAL</b>	<b>53.43</b>	<b>51.08</b>	<b>57.83</b>	<b>59.26</b>	<b>64.66</b>	<b>73.85</b>	<b>84.82</b>	<b>85.38</b>	<b>74.91</b>	<b>73.66</b>	<b>59.32</b>	<b>54.68</b>	<b>792.88</b>	
<b>2002</b>	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	<b>2002</b>
	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	
	<b>SS &amp; SR TOTAL</b>	<b>55.71</b>	<b>53.50</b>	<b>61.80</b>	<b>66.54</b>	<b>75.57</b>	<b>77.92</b>	<b>86.33</b>	<b>83.02</b>	<b>70.11</b>	<b>66.05</b>	<b>58.40</b>	<b>54.53</b>	<b>809.48</b>	
<b>2001</b>	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	<b>2001</b>
	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	
	<b>SS &amp; SR TOTAL</b>	<b>56.16</b>	<b>48.05</b>	<b>55.92</b>	<b>60.69</b>	<b>73.30</b>	<b>77.51</b>	<b>85.01</b>	<b>84.28</b>	<b>74.53</b>	<b>73.08</b>	<b>56.22</b>	<b>53.18</b>	<b>797.93</b>	
<b>2000</b>	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	<b>2000</b>
	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	
	<b>SS &amp; SR TOTAL</b>	<b>56.41</b>	<b>50.43</b>	<b>55.27</b>	<b>65.40</b>	<b>70.84</b>	<b>73.60</b>	<b>85.00</b>	<b>84.68</b>	<b>73.30</b>	<b>65.60</b>	<b>58.49</b>	<b>59.80</b>	<b>798.82</b>	
<b>1999</b>	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	<b>1999</b>
	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	
	<b>SS &amp; SR TOTAL</b>	<b>56.41</b>	<b>45.27</b>	<b>52.17</b>	<b>57.44</b>	<b>70.45</b>	<b>71.42</b>	<b>85.42</b>	<b>82.70</b>	<b>69.77</b>	<b>68.06</b>	<b>57.78</b>	<b>57.69</b>	<b>774.58</b>	
<b>1998</b>	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	<b>1998</b>
	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	
	<b>SS &amp; SR TOTAL</b>	<b>44.40</b>	<b>46.37</b>	<b>47.01</b>	<b>50.54</b>	<b>56.43</b>	<b>63.44</b>	<b>77.76</b>	<b>80.39</b>	<b>68.36</b>	<b>66.58</b>	<b>54.06</b>	<b>52.13</b>	<b>707.47</b>	
<b>1997</b>	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	<b>1997</b>
	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	
	<b>SS &amp; SR TOTAL</b>	<b>50.63</b>	<b>49.28</b>	<b>65.68</b>	<b>68.67</b>	<b>76.20</b>	<b>79.16</b>	<b>82.69</b>	<b>82.94</b>	<b>68.86</b>	<b>64.35</b>	<b>51.37</b>	<b>45.97</b>	<b>785.80</b>	
<b>1996</b>	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	<b>1996</b>
	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	
	<b>SS &amp; SR TOTAL</b>	<b>46.67</b>	<b>43.43</b>	<b>47.42</b>	<b>56.98</b>	<b>66.21</b>	<b>70.84</b>	<b>75.73</b>	<b>77.29</b>	<b>68.24</b>	<b>65.60</b>	<b>50.39</b>	<b>49.45</b>	<b>718.25</b>	
<b>1995</b>	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	<b>1995</b>
	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	
	<b>SS &amp; SR TOTAL</b>	<b>43.20</b>	<b>41.10</b>	<b>47.10</b>	<b>52.14</b>	<b>53.50</b>	<b>59.00</b>	<b>74.70</b>	<b>74.10</b>	<b>65.40</b>	<b>64.70</b>	<b>55.30</b>	<b>47.60</b>	<b>677.84</b>	
<b>1994</b>	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	<b>1994</b>
	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	
	<b>SS &amp; SR TOTAL</b>	<b>47.00</b>	<b>38.60</b>	<b>48.60</b>	<b>52.00</b>	<b>54.70</b>	<b>63.40</b>	<b>69.30</b>	<b>72.80</b>	<b>61.90</b>	<b>58.50</b>	<b>49.40</b>	<b>45.90</b>	<b>662.10</b>	
<b>1993</b>	S.S.	50.10	45.70	52.60	56.30	68.30	68.80	68.10	69.80	59.80	56.10	51.40	43.50	690.50	<b>1993</b>
	S.R.	0.50	0.30	0.00	0.00	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.90	
	<b>SS &amp; SR TOTAL</b>	<b>50.60</b>	<b>46.00</b>	<b>52.60</b>	<b>56.30</b>	<b>68.40</b>	<b>68.80</b>	<b>68.10</b>	<b>69.80</b>	<b>59.80</b>	<b>56.10</b>	<b>51.40</b>	<b>43.50</b>	<b>691.40</b>	

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

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

4/30/18<sup>408</sup>

CAMBRIA COMMUNITY SERVICES DISTRICT  
WELL WATER LEVELS FOR 4/30/18

Well Code	Distance Ref. Point to Water Level	Reference Point Distance Above Sea Level	Depth of Water to Sea Level	Remarks
<b>SANTA ROSA CREEK WELLS</b>				
23R	32.50	83.42	50.92	
<b>SR4</b>	<b>30.21</b>	<b>82.00</b>	<b>51.79</b>	
SR3	19.79	54.30	34.51	
SR1	17.88	46.40	28.52	
RP#1		46.25		
RP#2		33.11		Not Read
21R3	7.50	12.88	5.38	40682
<b>WBE</b>	11.39	16.87	<b>5.48</b>	
WBW	11.68	17.02	5.34	
AVERAGE LEVEL OF CCSD SANTA ROSA WELLS SR1 & SR3 =				31.52 FEET
<b>CCSD SANTA ROSA WELL SR4 =</b>				<b>51.79 FEET</b>

<b>SAN SIMEON CREEK WELLS</b>				
16D1	6.85	11.36	4.51	
MW4	11.24	15.95	4.71	
MW1	13.50	42.11	28.61	
MW2	13.71	38.10	24.39	
MW3	18.20	49.56	31.36	
9M1	23.50	65.63	42.13	
9P2	10.60	19.11	8.51	
9P7	10.49	20.69	10.20	
9L1	11.91	27.33	15.42	
RIW	11.42	25.41	13.99	
SS4	14.07	25.92	11.85	<b>SS4 to 9P2 Gradient = + 3.34</b>
MIW	12.53	29.89	17.36	
<b>SS3</b>	<b>14.69</b>	<b>33.73</b>	<b>19.04</b>	
<b>SS2</b>	<b>13.71</b>	<b>33.16</b>	<b>19.45</b>	
<b>SS1</b>	<b>12.73</b>	<b>32.37</b>	<b>19.64</b>	
11B1	19.28	105.43	86.15	
11C1	13.96	98.20	84.24	
PFNW	12.96	93.22	80.26	
10A1	25.89	78.18	52.29	
10G2	19.45	62.95	43.50	
10G1	19.45	59.55	40.10	
10F2	25.88	66.92	41.04	
10M2	22.37	55.21	32.84	
9J3	16.08	43.45	27.37	
lagoon	19.16			mitigation erosion none
<b>AVERAGE LEVEL OF CCSD SAN SIMEON WELLS SS1,SS2 &amp; SS</b>				<b>19.38 FEET</b>

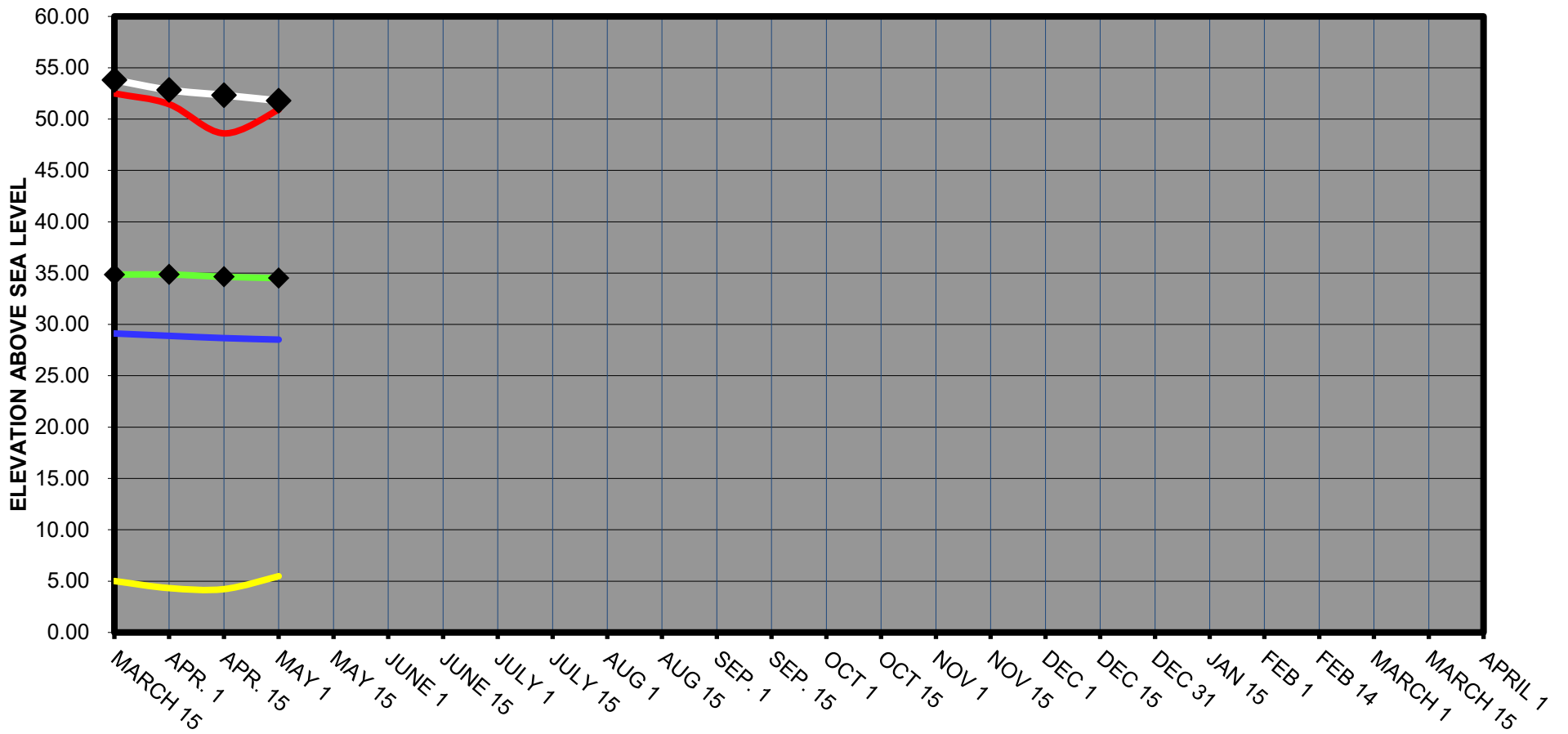
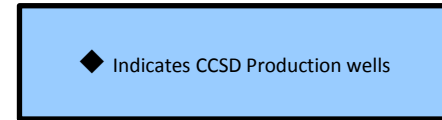
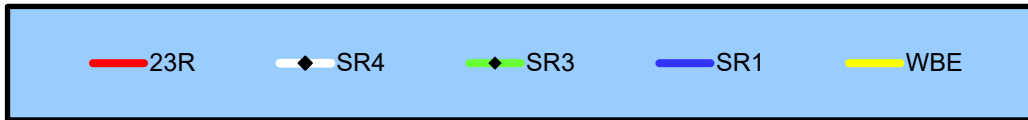
revised 6/6/16

**Red Font are the CCSD's Production Wells, as measured on 4/30/18**

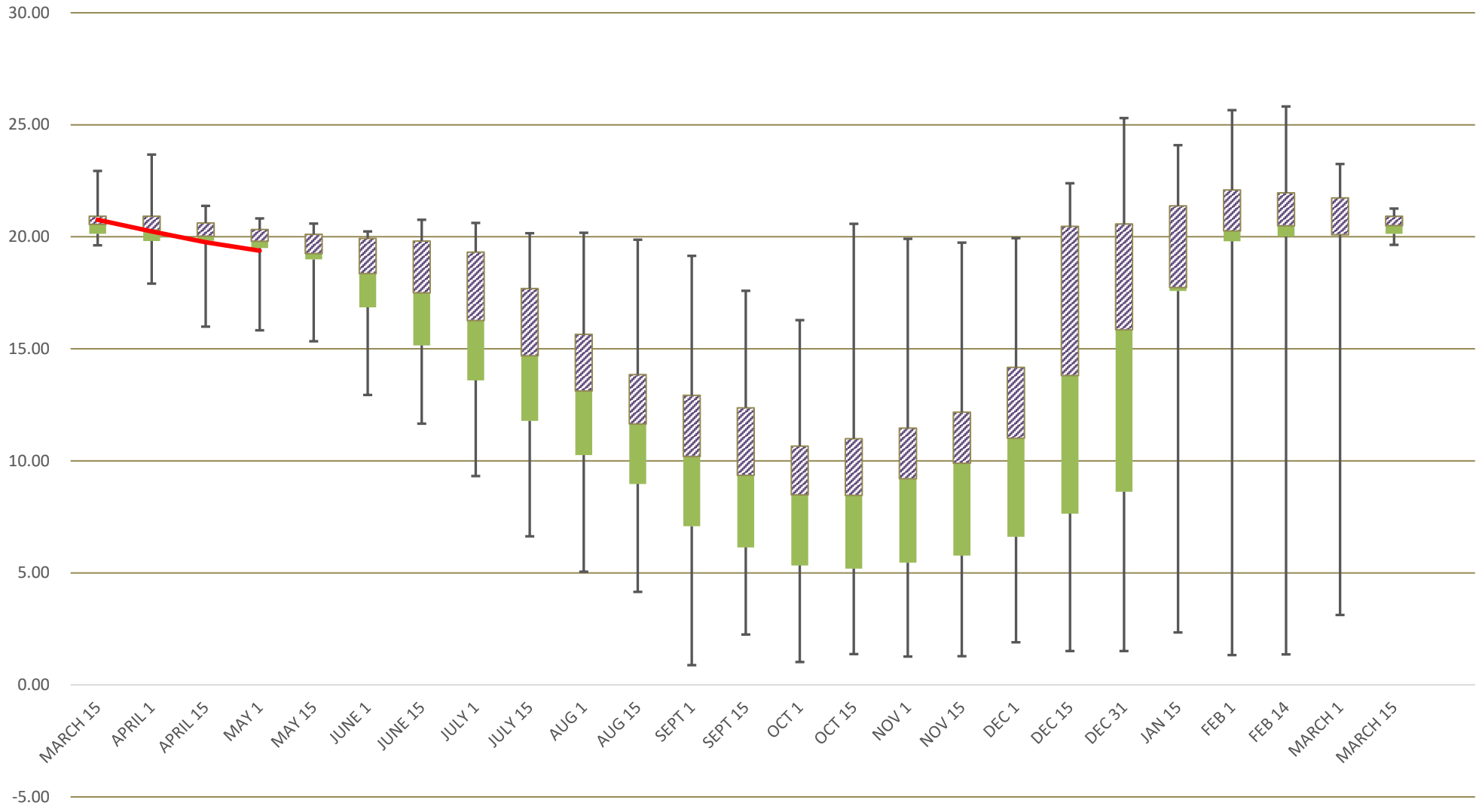
reference point on 16d1,miw1,miw2,miw3,9p7,riw,miw1,ss1,ss2 and ss3 updat 2/17/2015



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

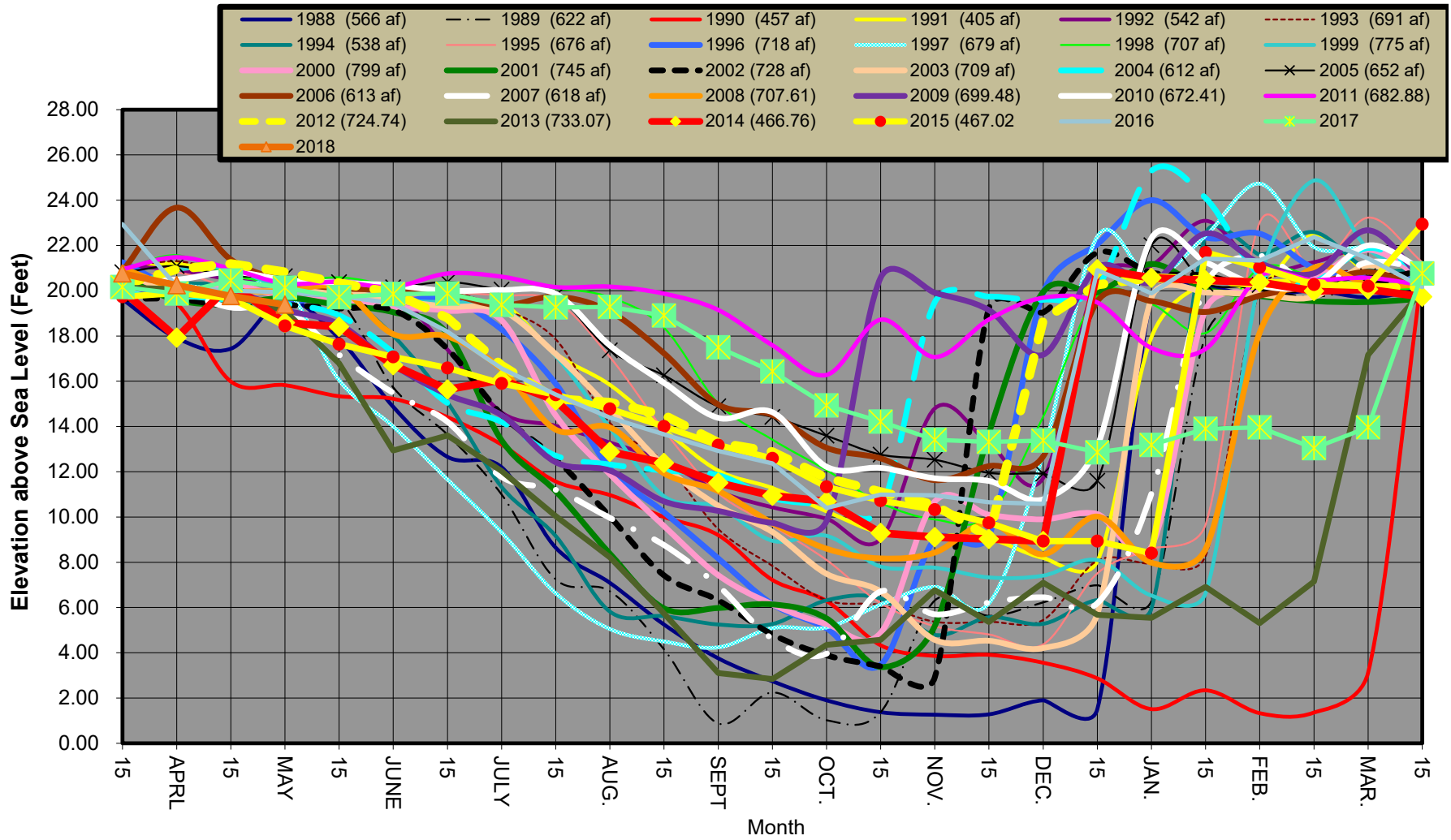


**1988 to April 2018 Statistical San Simeon Well Level Summary by Month**  
 showing Minimums, Maximums, 25 % Percentile, 75% Percentile  
 Average Level is the line between the Purple (hatched) and Green (solid) bars

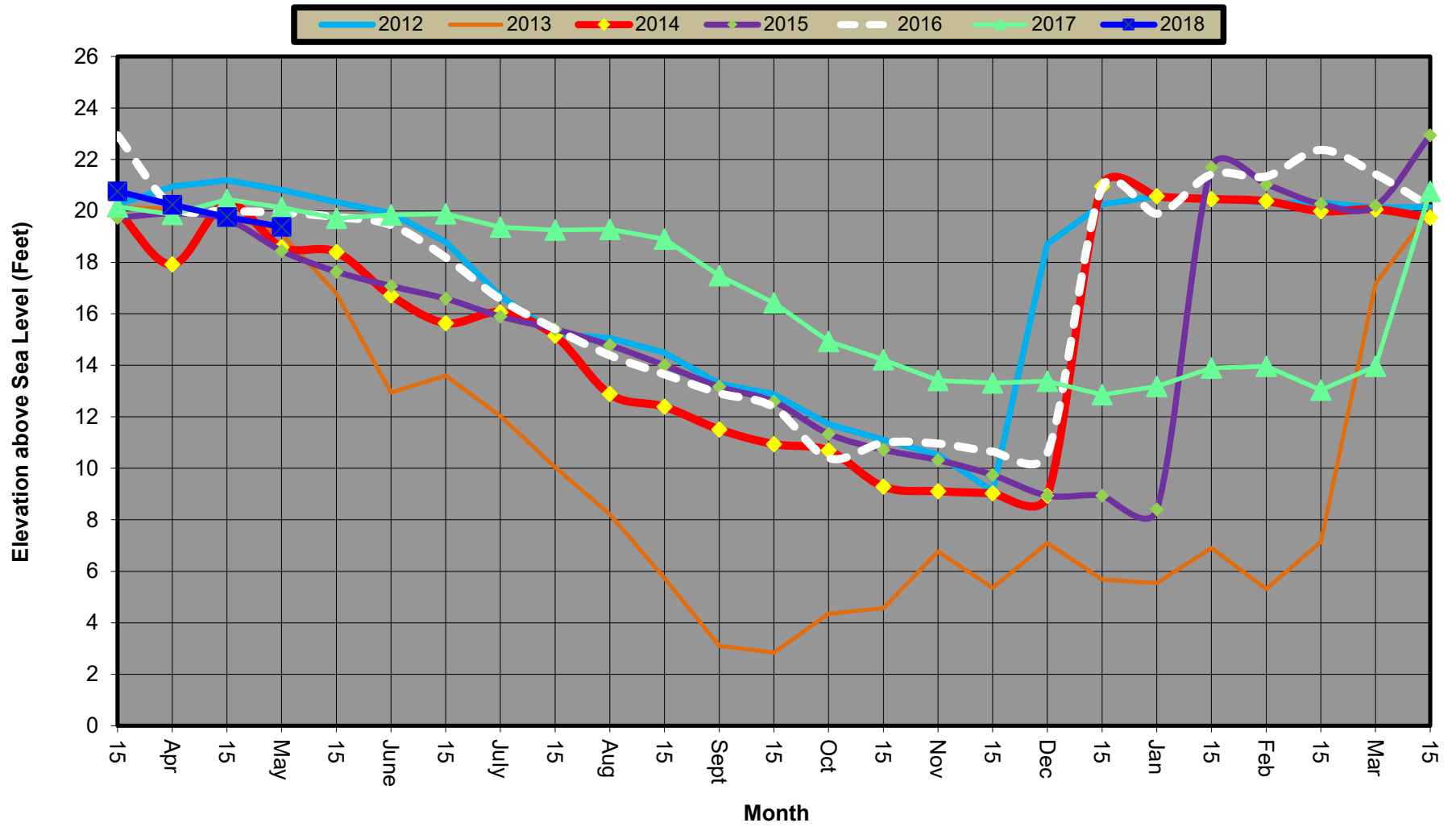


25th Percentile      █      █ 75th Percentile      — 2018 reads

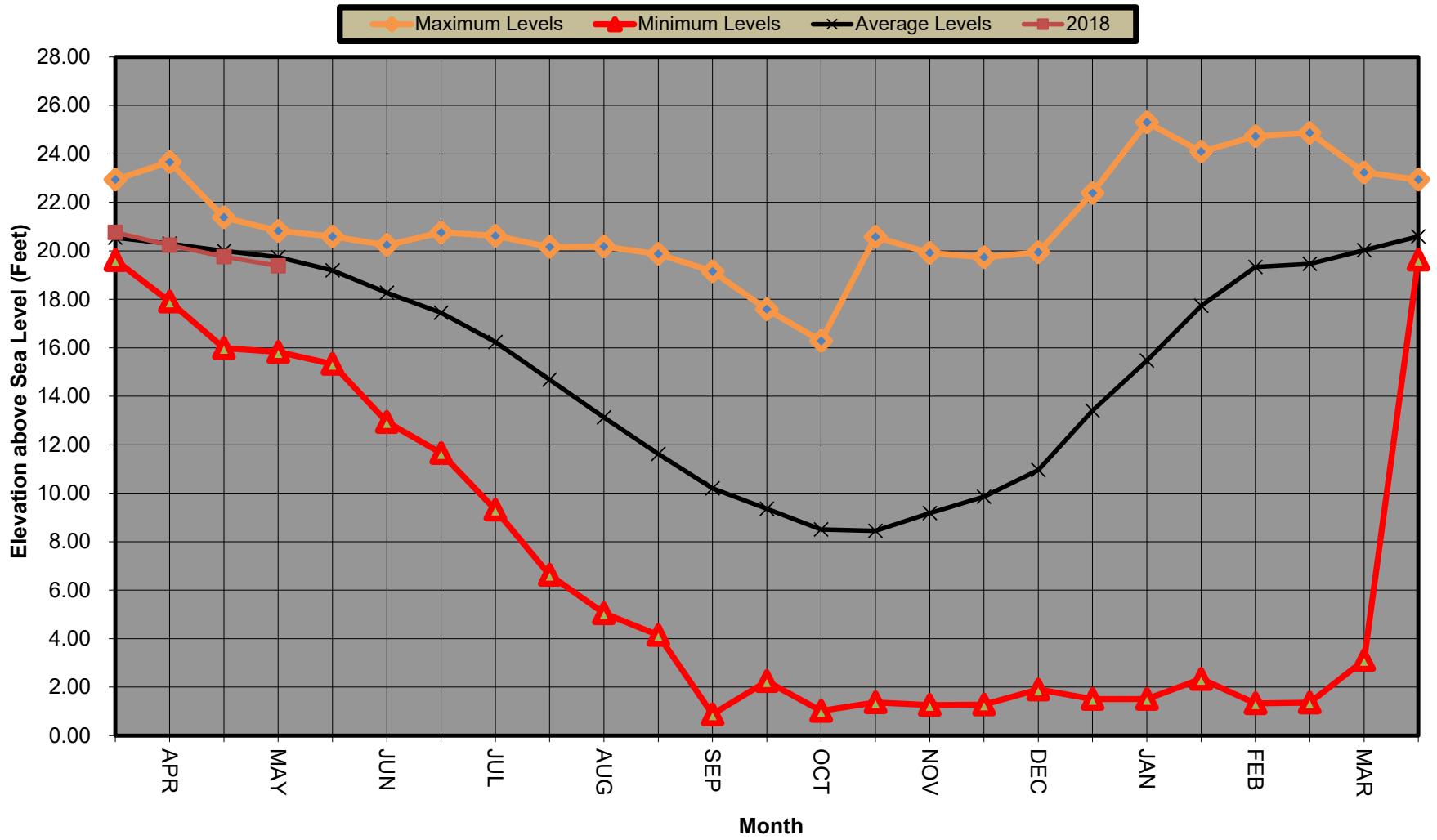
### San Simeon Creek Well Levels 1988 - Current



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



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



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



## ACTIVITIES REPORT

### PROJECT SUMMARY

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

### STATUS SUMMARY

Board Members:

Please find below BPR's activity report:

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

### SPECIFIC WORK FLOW

TASK	HOURS	DATE	PURPOSE	NOTES
Regulatory Work	4	April 10	Water-Energy Nexus—Board Chair CEC	Energy Commission water and energy resources projects under new Water-Energy Nexus. Transportation and treatment of water, treatment and disposal of wastewater,
Regulatory Work	4	April 11	Meeting with I-Bank officials & Board Members.	SRF Loan Repacking for communities with private debt.
Legislative Meetings	4	April 12	Bill Tracking and Updates.	Assembly & Senate Staff
Legislative Meetings	4	April 17	Bill Tracking and Updates.	Assembly & Senate Staff
Administrative Work	1	April 18	Call with GM	Board I-Bank Priorities

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

Administrative/Legislative Work	7	April 19	Legislative Bill Discussion/Selection	Legislative Priorities & Selection
Regulatory Work	9	April 17	Meeting of the California Resources Board	Resolution: providing guidance on how to determine the grant amount awarded to water recycling projects. THE WATER RECYCLING FUNDING PROGRAM (WRFP) AND CLARIFYING THE WRFP GUIDELINES
Legislative Meetings	2	April 24	Assembly Parks Wildlife Committee.	Tracked Bills
Legislative Meetings	2	April 25	Senate Water Committee	Tracked Bills
Regulatory Work	5	April 27	Outside Financial Advisory Muni Bond Discussion	Research, outreach and discussion on various financing structures.
Administrative Work	1	April 30	Weekly Update with GM Gruber	Ongoing Priorities
Regulatory Work	8	May 1	STATE WATER RESOURCES CONTROL BOARD MEETING	The Site Cleanup Program (SCP) discussion.
Administrative Work	1	May 1	Discussion with Board President	Finance Committee Options
Administrative Work	2	May 1	Municipal Finance Options	Jose Vera,Stifel, Nicolaus & Company, Incorporated
Legislative Work	7	May 2	Tracked Legislation Discussions	Ongoing Priorities
Legislative Work	4	May 3	Discussion of Grant Funding May Revise	STATE WATER RESOURCES CONTROL Board
Administrative Work	1	May 7	Weekly Update with GM Gruber	Water discussions on new additional Cambria projects. – I-Bank
Regulatory/Admin Work	2	May 8	Financing Option Conference Call— GM/President	Ongoing Priorities
Regulatory Work	8	May 9	Conference Call I-Bank members on financing prep.	STATE WATER RESOURCES CONTROL BOARD MEETING SESSION – OFFICE OF RESEARCH, PLANNING AND PERFORMANCE
Legislative Work	5	May 10	May Revise: Fire Items	Cal Fire Items-funding
Regulatory Work	2	May 11	Analysis of Financing Structures/DWR Staff	Water Resources Rates analysis
Regulatory Work	4	May 11	Analysis of Wastewater Items	I-Bank Financing

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

Administrative Work	1	May 14	Weekly Update with GM Gruber	Water discussions on new additional Cambria projects. I-Bank
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**SUMMARY HOURS UTILIZED**

CATAGORY	HOURS
Administrative	14
Regulatory Work	46
Legislative	28
Travel	13
<b>TOTAL MONTHLY HOURS EXPENDED</b>	<b>101</b>



## Public Records Requests and Responses

There was 1 Public Record Request received since April 19, 2018 by the following citizen. The listing below is representative of the request and does not necessarily reflect the extensive nature of each request.

**4/16/2018:** Julie Tacker 1. This is a random question, sorry for the goose chase, I'm looking for any correspondence from anyone regarding your agency hiring John Clemons, former CPO at South San Luis Obispo County Sanitation District.

On April 17, 2018, the CCSD responded to Julie Tacker's 4/16/2018 Public Records Request with the following:

Enclosed is a letter to John Clemons III regarding the Chief Plant Operator for the Sustainable Water Facility (SWF) position.

**BOARD OF DIRECTORS' MEETING – MAY 24, 2018**  
**FINANCE MANAGER'S REPORT**

**1. FINANCIAL STATEMENTS FOR THE MONTH OF MARCH 2018**

Attached for your review are the March 2018 financial statements which cover the period of July 2017 – March 2018 and represents 75% of the year completed.

**2. FY 2016-17 AUDIT REPORT**

Our Auditor David Brunner will present the FY 2016-17 audit report at the Board Meeting in June 2018.

**3. WATER/WASTEWATER USAGE AND BILLING**

The chart on the next page reflects usage and billing through January/February 2018. The CCF billed for November/December were 19% higher than the amounts billed the previous year and 77% of the amount billed in 2012/2013. The revenue realized from Water sales was \$67,887 more than billed the previous year due to increased water usage. In prior year, there were no charges for SWF operations.

<b>CCSD WATER SALES HISTORY</b>							
4/11/2018							
<b>FY 12/13</b>	<b>JUL/AUG</b>	<b>SEP/OCT</b>	<b>NOV/DEC</b>	<b>JAN/FEB</b>	<b>MAR/APR</b>	<b>MAY/JUN</b>	<b>CUMULATIVE</b>
BASE	102,586	102,672	102,722	102,809	102,906	102,915	616,610
USAGE	278,488	210,933	146,434	151,971	173,955	229,755	1,191,536
ADJUSTMNTS	877	97	1,527	673	809	946	4,929
TOTAL CASH	381,951	313,702	250,683	255,453	277,670	333,616	1,813,075
<b>CCF</b>	<b>61,407</b>	<b>51,098</b>	<b>40,051</b>	<b>40,943</b>	<b>44,201</b>	<b>54,173</b>	291,873
<b>USAGE \$/CCF</b>	<b>4.54</b>	<b>4.13</b>	<b>3.66</b>	<b>3.71</b>	<b>3.94</b>	<b>4.24</b>	
<b>FY 13/14</b>	<b>JUL/AUG</b>	<b>SEP/OCT</b>	<b>NOV/DEC</b>	<b>JAN/FEB</b>	<b>MAR/APR</b>	<b>MAY/JUN</b>	<b>CUMULATIVE</b>
BASE	102,895	102,793	102,784	102,907	102,885	102,755	617,019
USAGE	288,512	192,906	137,197	129,137	97,979	99,313	945,044
SWF BASE							
SWF USAGE							
ADJUSTMNTS	2,215	2,404	2,222	553	(157)	(17,035)	(9,798)
PENALTIES/SURCHARGES					70,706	46,779	117,485
TOTAL CASH	393,622	298,103	242,203	232,597	271,413	231,812	1,669,750
<b>CCF</b>	<b>63,113</b>	<b>47,345</b>	<b>38,827</b>	<b>36,576</b>	<b>24,917</b>	<b>25,500</b>	236,278
<b>USAGE \$/CCF</b>	<b>4.57</b>	<b>4.07</b>	<b>3.53</b>	<b>3.53</b>	<b>3.93</b>	<b>3.89</b>	
<b>FY 15/16</b>	<b>JUL/AUG</b>	<b>SEP/OCT</b>	<b>NOV/DEC</b>	<b>JAN/FEB</b>	<b>MAR/APR</b>	<b>MAY/JUN</b>	<b>CUMULATIVE</b>
BASE	102,935	102,730	102,828	102,864	115,313	115,127	641,797
USAGE	124,569	116,096	101,617	92,773	211,292	249,393	895,740
SWF BASE	61,874	61,792	62,098	61,882	61,161	61,244	370,051
SWF USAGE	83,654	79,869	71,071	66,124	74,753	88,395	463,866
SWF OPS		36,864	49,964				86,828
ADJUSTMNTS	(3,964)	(49,726)	(23,276)	(34,172)	(31,637)	(12,410)	(155,185)
PENALTIES/SU	127,290	82,583	50,674	66,613	-	-	327,160
TOTAL CASH	496,358	430,208	414,976	356,084	430,882	501,749	2,630,257
<b>CCF</b>	<b>33,441</b>	<b>32,633</b>	<b>27,147</b>	<b>24,968</b>	<b>27,603</b>	<b>34,043</b>	179,835
<b>% OF FY 12-13</b>	<b>54%</b>	<b>64%</b>	<b>68%</b>	<b>61%</b>	<b>62%</b>	<b>63%</b>	
<b>USAGE \$/CCF</b>	<b>3.73</b>	<b>3.56</b>	<b>3.74</b>	<b>3.72</b>	<b>7.65</b>	<b>7.33</b>	
<b>EWS \$/CCF</b>	<b>2.50</b>	<b>2.45</b>	<b>2.62</b>	<b>2.65</b>	<b>2.71</b>	<b>2.60</b>	

<b>FY 16/17</b>	<b>JUL/AUG</b>	<b>SEP/OCT</b>	<b>NOV/DEC</b>	<b>JAN/FEB</b>	<b>MAR/APR</b>	<b>MAY/JUN</b>	<b>CUMULATIVE</b>
BASE	115,161	115,251	115,479	115,359	119,875	119,721	700,846
USAGE	271,877	226,322	217,595	203,642	210,247	272,132	1,401,815
SWF BASE	61,236	61,269	61,559	61,320	61,276	61,186	367,846
SWF USAGE	97,713	80,307	76,385	71,449	70,676	93,693	490,223
SWF OPS		34,571	80,163	-	-	-	114,734
ADJUSTMNTS	(5,760)	(552)	(913)	(3,871)	(1,208)	(998)	(13,302)
PENALTIES/SU	-	-					-
<b>TOTAL CASH</b>	<b>540,227</b>	<b>517,168</b>	<b>550,268</b>	<b>447,899</b>	<b>460,866</b>	<b>545,734</b>	<b>3,062,162</b>
<b>CCF</b>	<b>37,484</b>	<b>31,242</b>	<b>28,230</b>	<b>26,611</b>	<b>26,292</b>	<b>33,723</b>	<b>183,582</b>
<b>% OF FY 12-15</b>	<b>61%</b>	<b>61%</b>	<b>70%</b>	<b>65%</b>	<b>59%</b>	<b>62%</b>	
<b>USAGE \$/CCF</b>	<b>7.25</b>	<b>7.24</b>	<b>7.71</b>	<b>7.65</b>	<b>8.00</b>	<b>8.07</b>	
<b>EWS \$/CCF</b>	<b>2.61</b>	<b>2.57</b>	<b>2.71</b>	<b>2.68</b>	<b>2.69</b>	<b>2.78</b>	
<b>FY 17/18</b>	<b>JUL/AUG</b>	<b>SEP/OCT</b>	<b>NOV/DEC</b>	<b>JAN/FEB</b>	<b>MAR/APR</b>	<b>MAY/JUN</b>	<b>CUMULATIVE</b>
BASE	119,750	119,758	120,002	119,988			479,498
USAGE	319,637	282,878	244,809	253,233			1,100,557
SWF BASE	61,559	61,559	61,322	61,559			245,999
SWF USAGE	112,097	97,166	83,061	86,201			378,525
SWF OPS	-						-
ADJUSTMNTS	(3,374)	(5,499)	(18,000)	(5,200)			(32,073)
PENALTIES/SU	-						-
<b>TOTAL CASH</b>	<b>609,669</b>	<b>555,862</b>	<b>491,194</b>	<b>515,781</b>	<b>-</b>	<b>-</b>	<b>2,172,506</b>
<b>CCF</b>	<b>40,464</b>	<b>36,639</b>	<b>30,705</b>	<b>31,673</b>			<b>139,481</b>
<b>% OF FY 12-15</b>	<b>66%</b>	<b>72%</b>	<b>77%</b>	<b>77%</b>	<b>0%</b>	<b>0%</b>	
<b>USAGE \$/CCF</b>	<b>7.90</b>	<b>7.72</b>	<b>7.97</b>	<b>8.00</b>			
<b>EWS \$/CCF</b>	<b>2.77</b>	<b>2.65</b>	<b>2.71</b>	<b>2.72</b>			

The chart below shows how actual CCFs billed in fiscal years 2013/14, 2014/15, 2015/16, 2016/17 and 2017/18 compared to what was billed in fiscal year 2012/13. Fiscal year 2012/13 usage is the base year used by the State of California to measure District progress in complying with water reduction guidelines.

<b>WATER USAGE BILLED IN CCF COMPARED TO FISCAL YEAR 2012/2013</b>							
	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>	<u>TOTAL</u>
<i>FY 2012/2013</i>	61,407	51,098	40,051	40,943	44,201	54,173	291,873
<i>FY 2013/2014</i>	63,113	47,345	38,827	36,576	24,917	25,500	236,278
<i>Note 1</i>	103%	93%	97%	89%	56%	47%	81.0%
<i>FY 2014/2015</i>	31,592	28,764	23,723	23,967	28,899	28,229	165,174
<i>Note 1</i>	51%	56%	59%	59%	65%	52%	56.6%
<i>FY 2015/2016</i>	33,441	32,633	27,147	24,968	27,603	34,043	179,835
<i>Note 1</i>	54%	64%	68%	61%	62%	63%	61.6%
<i>FY 2016/2017</i>	37,484	31,242	28,230	26,611	26,292	33,723	183,582
<i>Note 1</i>	61%	61%	70%	65%	59%	62%	62.9%
<i>FY 2017/2018</i>	40,464	36,639	30,705	31,673			139,481
<i>Note 1</i>	66%	72%	77%	77%			

*Note 1: Each billing cycle compared to same billing cycle in FY 2012/2013*

The chart below shows how actual CCFs billed in fiscal years 2014/15, 2015/16, 2016/17 and 2017/18 compared to what was billed in fiscal year 2013/14. Rate increases effective March 1, 2016 assumed that water consumption would be 70% of water consumption in fiscal year 2013/14. Water consumed in fiscal year 2016/17 was 78% of water consumed in fiscal year 2013/14.

<b>WATER USAGE BILLED IN CCF COMPARED TO FISCAL YEAR 2013/2014</b>							
	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>	<u>TOTAL</u>
<i>FY 2013/2014</i>	63,113	47,345	38,827	36,576	24,917	25,500	236,278
<i>FY 2014/2015</i>	31,592	28,764	23,723	23,967	28,899	28,229	165,174
<i>Note 1</i>	50%	61%	61%	66%	116%	111%	70%
<i>FY 2015/2016</i>	33,441	32,633	27,147	24,968	27,603	34,043	179,835
<i>Note 1</i>	53%	69%	70%	68%	111%	134%	76%
<i>FY 2016/2017</i>	37,484	31,242	28,230	26,611	26,292	33,723	183,582
<i>Note 1</i>	59%	66%	73%	73%	106%	132%	78%
<i>FY 2017/2018</i>	40,464	36,639	30,705	31,673			139,481
<i>Note 1</i>	64%	77%	79%	87%			59%

*Note 1: Each billing cycle compared to same billing cycle in FY 2013/2014*

**WASTEWATER REVENUE**

The chart below shows actual Wastewater revenue for fiscal years 2013, 2014, 2016, 2017 and 2018.

<b>CCSD WASTEWATER REVENUE HISTORY</b>							
<i>4/12/2018</i>							
<b>FY 12/13</b>	<b>JUL/AUG</b>	<b>SEP/OCT</b>	<b>NOV/DEC</b>	<b>JAN/FEB</b>	<b>MAR/APR</b>	<b>MAY/JUN</b>	<b>CUMULATIVE</b>
TOTAL	353,040	333,530	314,016	316,887	322,690	339,547	1,979,710
BASE	248,975	248,931	248,991	249,061	248,917	248,880	1,493,755
USAGE	104,065	84,599	65,025	67,826	73,773	90,667	485,955
<i>PERCENT REVENUES COMPARED TO JUL/AUG 2013:</i>							
	100%	81%	62%	65%	71%	87%	
<b>FY 13/14</b>	<b>JUL/AUG</b>	<b>SEP/OCT</b>	<b>NOV/DEC</b>	<b>JAN/FEB</b>	<b>MAR/APR</b>	<b>MAY/JUN</b>	<b>CUMULATIVE</b>
TOTAL	356,678	327,765	312,334	309,020	288,655	288,937	1,883,389
BASE	249,916	249,111	249,098	249,489	249,415	249,153	1,496,182
USAGE	106,762	78,654	63,236	59,531	39,240	39,784	387,207
<i>REVENUES COMPARED TO SAME PERIOD FY 12/13</i>							
TOTAL %	101%	98%	99%	98%	89%	85%	
USAGE %	103%	93%	97%	88%	53%	44%	
<b>FY 15/16</b>	<b>JUL/AUG</b>	<b>SEP/OCT</b>	<b>NOV/DEC</b>	<b>JAN/FEB</b>	<b>MAR/APR</b>	<b>MAY/JUN</b>	<b>CUMULATIVE</b>
TOTAL	297,892	296,385	292,464	289,964	305,052	318,932	1,800,689
BASE	250,403	249,841	250,429	250,500	214,599	214,989	1,430,761
USAGE	47,489	46,544	42,035	39,464	90,453	103,943	369,928
<i>REVENUES COMPARED TO SAME PERIOD FY 12/13</i>							
TOTAL %	84%	89%	93%	92%	95%	94%	
USAGE %	46%	55%	65%	58%	123%	115%	
<b>FY 16/17</b>	<b>JUL/AUG</b>	<b>SEP/OCT</b>	<b>NOV/DEC</b>	<b>JAN/FEB</b>	<b>MAR/APR</b>	<b>MAY/JUN</b>	<b>CUMULATIVE</b>
TOTAL	328,858	311,453	308,180	302,595	313,662	337,543	1,902,291
BASE	215,451	215,464	215,866	215,540	224,050	223,681	1,310,052
USAGE	113,407	95,989	92,314	87,055	89,612	113,862	592,239
<i>REVENUES COMPARED TO SAME PERIOD FY 12/13</i>							
TOTAL %	93%	93%	98%	95%	97%	99%	
USAGE %	109%	113%	142%	128%	121%	126%	
<b>FY 17/18</b>	<b>JUL/AUG</b>	<b>SEP/OCT</b>	<b>NOV/DEC</b>	<b>JAN/FEB</b>	<b>MAR/APR</b>	<b>MAY/JUN</b>	<b>CUMULATIVE</b>
TOTAL	356,886	340,518	326,900	330,216			1,354,520
BASE	224,099	223,968	224,561	224,328			896,956
USAGE	132,787	116,550	102,339	105,888			457,564
<i>REVENUES COMPARED TO SAME PERIOD FY 12/13</i>							
TOTAL %	101%	102%	104%	104%			
USAGE %	109%	113%	142%	128%			

## CASH BALANCES

CCSD maintains one account with the State of California Local Agency Investment Fund (LAIF) and the following five accounts at Pacific Premier Bank:

- a payroll account;
- an account for operation of the Veteran's Hall;
- an account for medical benefits for employees;
- a main checking account; and
- a money market account.

CCSD pools all its cash for all its funds so, other than restricted funds, no cash asset is held for any specific fund. It should be noted that when the pooling method is used, a fund may overdraw its account in the pool. These overdrafts are reported as liabilities with a corresponding receivable (due to/from other funds) on the balance sheet.

The first three accounts shown above are restricted funds which are not available for use in other areas. However, the last two accounts are unrestricted and are available, along with LAIF, as part of the "pooled" cash of CCSD.

Revenues and expenditures fluctuate significantly from month to month and therefore the most appropriate comparison of available cash balances is at the end of the fiscal year on June 30<sup>th</sup>. Final balance amounts in the Water and Wastewater funds are determined after all other fiscal year activity is recorded, reconciled and audited. Audited cash balances on June 30, 2016 were as shown below. It should be noted that the 2014 and 2015 loans to the Water Fund were to support expenditures for the Sustainable Water Facility construction and those loans were repaid when the Prop 84 grant was received in December 2015.

<b>CCSD FINANCIAL AUDIT JUNE 30, 2016</b>			
<u>FUND</u>	<u>CASH BALANCE</u>	<u>INTERFUND LOAN</u>	<u>CASH POSITION</u>
GENERAL FUND	4,234,000	(466,777)	3,767,223
WATER FUND	1,091,011	-	1,091,011
WASTEWATER FUND	(466,777)	466,777	-
<b>TOTAL</b>	<b>4,858,234</b>	<b>0</b>	<b>4,858,234</b>

### CCSD CURRENT CASH POSITION AND PROJECTION

Cash balances on April 30, 2018 were \$3,031,316 as shown below. However, there were \$135,453 in checks issued but still outstanding at the end of the month which leaves a balance of \$2,895,863 in cash available.

<b>CCSD CASH POSITION</b>	
<b>April 30, 2018</b>	
PACIFIC PREMIER CHECKING BALANCE	\$1,327,722
PACIFIC PREMIER MONEY MARKET BALANCE	\$509,535
LAIF BALANCE	<u>\$1,194,059</u>
TOTAL CASH	<u>\$3,031,316</u>
OUTSTANDING CHECKS	<u>(135,453)</u>
<b>AVAILABLE CASH</b>	<u><u>\$2,895,863</u></u>

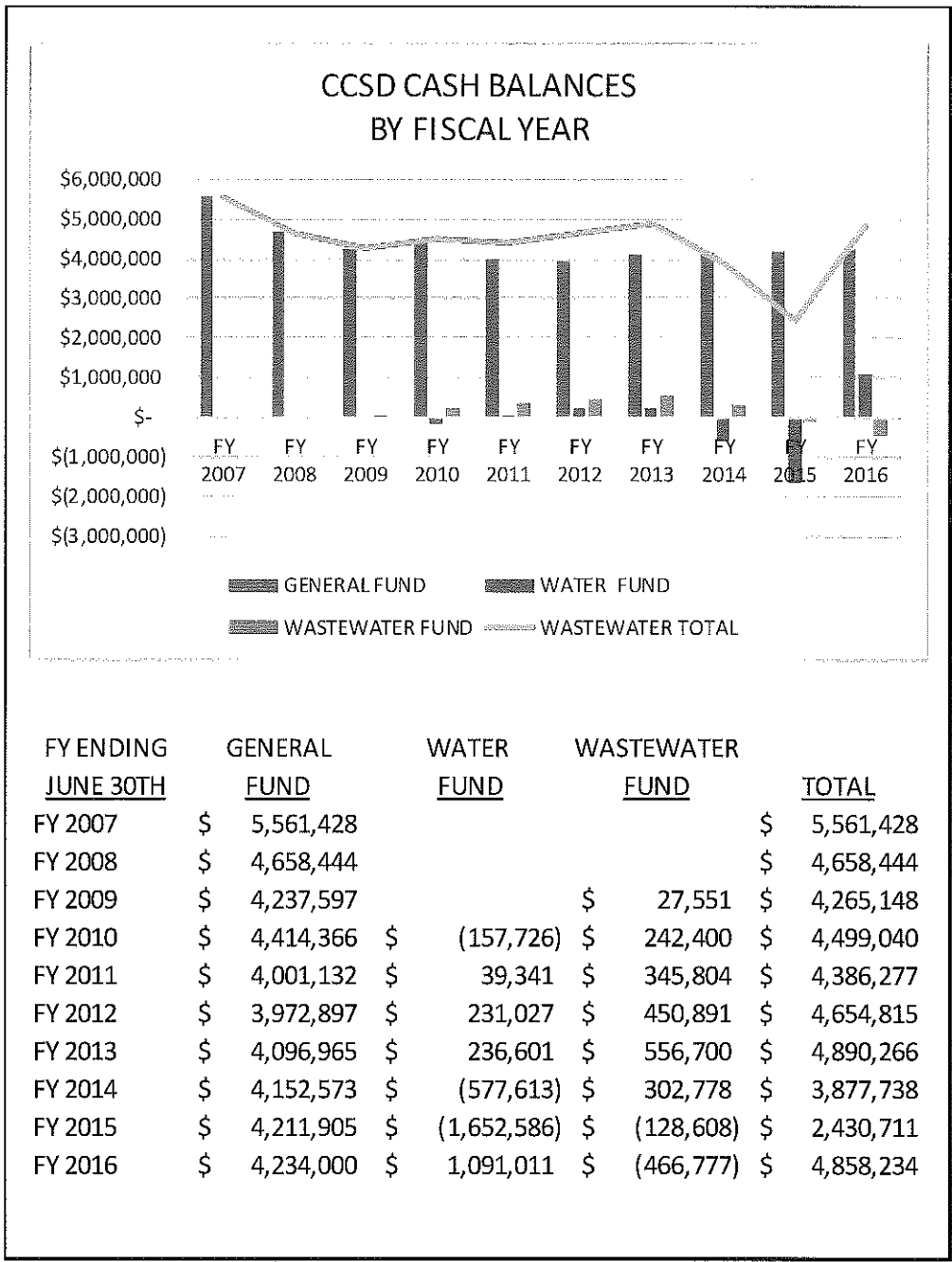
The cash flow projection for Cambria Community Services District for the Fiscal Year 2017-2018 is shown on the next page.



**CCSD CASH FLOW PROJECTION 12/1/17 THROUGH 6/30/18**

	<u>SWF CASH</u>	<u>OTHER CASH</u>	<u>TOTAL CASH</u>
<b>CASH BALANCE 12/1/17</b>	<b>1,046,345</b>	<b>795,764</b>	<b>1,842,109</b>
<b><u>CASH IN</u></b>			
PROPERTY TAX		1,782,734	<b>1,782,734</b>
FSBA (FIRE)		338,651	<b>338,651</b>
GRANT PPE (FIRE)		75,000	<b>75,000</b>
GRANT SAFER (FIRE)		78,160	<b>78,160</b>
GARBAGE FRANCHISE FEE		59,730	<b>59,730</b>
OTHER (GENERAL FUND)		88,949	<b>88,949</b>
WASTEWATER SALES		993,414	<b>993,414</b>
STANDBY/AVAIL FEES		107,250	<b>107,250</b>
WATER SALES		1,153,499	<b>1,153,499</b>
SWF SALES		448,223	<b>448,223</b>
STANDBY/AVAIL FEES		161,500	<b>161,500</b>
WAIT LIST FEES		1,233	<b>1,233</b>
OTHER (WATER FUND)		83,410	<b>83,410</b>
<b>TOTAL CASH IN</b>	<b>-</b>	<b>5,371,752</b>	<b>5,371,752</b>
<b><u>CASH OUT</u></b>			
PERSONNEL		2,806,107	<b>2,806,107</b>
UTILITIES		289,529	<b>289,529</b>
OPERATIONS		1,206,528	<b>1,206,528</b>
<b><u>CAPITAL PROJECTS:</u></b>			
- FIRE PERSONAL PROTECTIVE EQUIP		-	-
- EAST RANCH IMPROVEMENTS		-	-
- PURCHASE ADMIN OFFICE BUILDING		-	-
- PURCHASE FINANCE SOFTWARE		175,000	<b>175,000</b>
- REPLACE ADMIN SERVERS		35,000	<b>35,000</b>
- INFLUENT SCREEN		85,000	<b>85,000</b>
- STUART ST TANK REPAIR		-	-
- SWF PROJECT	175,000		<b>175,000</b>
<b><u>DEBT PAYMENTS</u></b>			
- FIRE TRUCK PURCHASE		-	-
- VEHICLE PAYMENTS		-	-
-LOAN PAYMENTS		409,461	<b>409,461</b>
<b>TOTAL CASH OUT</b>	<b>175,000</b>	<b>5,006,625</b>	<b>5,181,625</b>
<b>NET CASH IMPACT</b>	<b>(175,000)</b>	<b>365,127</b>	<b>190,127</b>
<b>PROJECTED CASH BALANCE 6/30/18</b>	<b>871,345</b>	<b>1,160,891</b>	<b>2,032,236</b>

The following chart and table show audited cash balances in the three funds on June 30<sup>th</sup> of each fiscal year for the last ten years.



**DISTRICT DEBT SUMMARY****LONG TERM DEBT**

<u>FUND</u>	<u>DEBT</u>		<u>ORIGINAL</u> <u>PRINCIPAL</u>	<u>ISSUE</u> <u>DATE</u>	<u>AMOUNT</u>	<u>FINAL</u>	<u>INT</u> <u>RATE</u>	<u>ANNUAL</u> <u>PAYMENT</u>
	<u>HOLDER</u>	<u>PURPOSE</u>			<u>DUE</u> <u>6/30/17</u>	<u>PAYMENT</u> <u>DATE</u>		
Water	Note 1	Note 1	\$ 8,939,000	8/11/14	\$ 8,171,712	8/1/34	4.11%	\$ 659,426
Wtr/WW	Note 2	Note 2	\$ 1,585,000	3/23/11	\$ 971,000	9/23/23	4.55%	\$ 161,985

**SHORT TERM DEBT**

<u>FUND</u>	<u>DEBT</u>		<u>ORIGINAL</u> <u>PRINCIPAL</u>	<u>ISSUE</u> <u>DATE</u>	<u>AMOUNT</u>	<u>FINAL</u>	<u>INT</u> <u>RATE</u>	<u>ANNUAL</u> <u>PAYMENT</u>
	<u>HOLDER</u>	<u>PURPOSE</u>			<u>DUE</u> <u>6/30/17</u>	<u>PAYMENT</u> <u>DATE</u>		
Various	Note 3	Note 3	\$ 53,611	10/30/13	\$ 14,596	11/20/17	3.50%	\$ 14,596
General	Note 4	Note 4	\$ 31,350	7/31/13	\$ 6,793	7/30/18	0.00%	\$ 6,270
General	Note 5	Note 5	\$ 32,612	2/26/16	\$ 24,920	1/26/21	3.50%	\$ 7,645

**INTERNAL LOAN**

In Fiscal Year 2009-2010, the Water Fund borrowed \$166,000 from the General Fund to pay a required match on a grant from the Army Corps of Engineers. \$157,726 of that loan has been outstanding since June 30, 2010.

**NOTES**

- Note 1. Borrowed from Western Alliance Bank to finance development of the Sustainable Water Facility.
- Note 2. Borrowed from City National Bank to refund 1999 Water and Wastewater bonds.
- Note 3. Borrowed from Morton Revocable Trust for two trucks.
- Note 4. Borrowed from John Deere Financial for a tractor.
- Note 5. Borrowed from Ford Motor Credit for a truck.

**CAMBRIA COMMUNITY SERVICES DISTRICT  
REVENUE AND EXPENDITURE REPORT - FIRE DEPARTMENT - 01  
FOR 8 MONTHS APRIL 2018**

REVENUES		Account No.	Revenue Description	Current Month	YTD	Annual Budget	% Received	Balance Remaining
Fund No.								
01	4200		Interest Income	\$0.00	\$0.00	\$100.00	0.00%	\$100.00
01	4310		Property Tax--All	\$0.00	\$1,120,413.05	\$1,620,193.00	69.15%	\$499,779.95
01	4335		Assessment-Fire	\$0.00	\$294,766.84	\$451,534.00	65.28%	\$156,767.16
01	4370		Weed Abatement	-\$229.34	\$8,384.00	\$10,000.00	83.84%	\$1,616.00
01	4373		INSPECTION FEE REVENUE	\$0.00	\$9,744.00	\$14,500.00	67.20%	\$4,756.00
01	4390		Miscellaneous Revenue	\$0.00	\$16,377.46	\$0.00	0.00%	-\$16,377.46
01	4610		Grants Revenue: SAFER	\$0.00	\$81,577.01	\$117,240.00	69.58%	\$35,662.99
01	4618		Grant/Revenue: Personnel Protection	\$0.00	\$0.00	\$75,800.00	0.00%	\$75,800.00
01	4625		General Fund Reserve	\$0.00	\$0.00	\$84,000.00	0.00%	\$84,000.00
			<b>TOTAL REVENUE</b>	<b>-\$229.34</b>	<b>\$1,531,262.36</b>	<b>\$2,373,367.00</b>	<b>64.52%</b>	<b>\$842,104.64</b>
EXPENDITURES								
			<b>SUB-TOTAL SALARIES &amp; WAGES</b>	<b>\$75,045.25</b>	<b>\$826,864.69</b>	<b>\$976,677.00</b>	<b>84.66%</b>	<b>\$149,812.31</b>
			<b>SUB-TOTAL BENEFITS</b>	<b>\$35,967.18</b>	<b>\$438,464.54</b>	<b>\$556,904.00</b>	<b>78.73%</b>	<b>\$118,439.46</b>
			<b>TOTAL PERSONNEL SERVICES</b>	<b>\$111,012.43</b>	<b>\$1,265,329.23</b>	<b>\$1,533,581.00</b>	<b>82.51%</b>	<b>\$268,251.77</b>
			<b>SUB-TOTAL SERVICES &amp; SUPPLIES</b>	<b>\$19,179.95</b>	<b>\$240,246.55</b>	<b>\$363,100.00</b>	<b>66.17%</b>	<b>\$122,853.45</b>
			<b>SUB-TOTAL CAPITAL OUTLAY</b>	<b>\$0.00</b>	<b>\$46,774.03</b>	<b>\$173,472.00</b>	<b>26.96%</b>	<b>\$126,697.97</b>
			<b>SUB-TOTAL DEBTS</b>	<b>\$0.00</b>	<b>\$15,402.10</b>	<b>\$9,591.00</b>	<b>160.59%</b>	<b>-\$5,811.10</b>
			<b>SUB-TOTAL ADMINISTRATIVE COST</b>	<b>\$0.00</b>	<b>\$241,279.00</b>	<b>\$321,704.00</b>	<b>75.00%</b>	<b>\$80,425.00</b>
			<b>TOTAL EXPENDITURES</b>	<b>\$130,192.38</b>	<b>\$1,809,030.91</b>	<b>\$2,401,448.00</b>	<b>75.33%</b>	<b>\$592,417.09</b>
			<b>NET REVENUE OVER EXPENDITURES</b>	<b>-\$130,421.72</b>	<b>-\$277,768.55</b>	<b>-\$28,081.00</b>	<b>-10.81%</b>	<b>\$249,687.55</b>

**CAMBRIA COMMUNITY SERVICES DISTRICT  
REVENUE AND EXPENDITURE REPORT - FAC & RESRC - 02  
FOR 8 MONTHS APRIL 2018**

REVENUES		Account No.	Revenue Description	Current Month	YTD	Annual Budget	% Received	Balance Remaining
Fund No.								
01	4310		Property Tax--All	\$0.00	\$412,498.15	\$604,442.00	68.24%	\$191,943.85
01	4362		Insurance-Reimbursement	\$0.00	\$0.00	\$1,000.00	0.00%	\$1,000.00
01	4500		Veterans Hal Rental Fees	\$2,972.50	\$16,909.00	\$28,734.00	58.85%	\$11,825.00
01	4525		VETS HALL RENTS-PRIVATE PART IES	\$0.00	\$0.00	\$200.00	0.00%	\$200.00
01	4560		RENT-BANNER POLES	\$0.00	\$100.00	\$750.00	13.33%	\$650.00
01	4619		Land Conservancy	\$0.00	\$0.00	\$3,000.00	0.00%	\$3,000.00
<b>TOTAL REVENUE</b>				<b>\$2,972.50</b>	<b>\$429,507.15</b>	<b>\$638,126.00</b>	<b>67.31%</b>	<b>\$208,618.85</b>

**EXPENDITURES**

		<b>SUB-TOTAL SALARIES &amp; WAGES</b>	<b>\$16,323.05</b>	<b>\$155,612.69</b>	<b>\$201,897.00</b>	<b>77.08%</b>	<b>\$46,284.31</b>
		<b>SUB-TOTAL BENEFITS</b>	<b>\$11,708.12</b>	<b>\$111,136.89</b>	<b>\$140,521.00</b>	<b>79.09%</b>	<b>\$29,384.11</b>
<b>TOTAL PERSONNEL SERVICES</b>		<b>\$28,031.17</b>	<b>\$266,749.58</b>	<b>\$342,418.00</b>	<b>77.90%</b>	<b>\$75,668.42</b>	
		<b>SUB-TOTAL SERVICES &amp; SUPPLIES</b>	<b>\$18,388.81</b>	<b>\$137,485.12</b>	<b>\$193,410.00</b>	<b>71.08%</b>	<b>\$55,924.88</b>
		<b>SUB-TOTAL ADMINISTRATIVE COST</b>	<b>\$8,525.00</b>	<b>\$76,724.00</b>	<b>\$102,298.00</b>	<b>75.00%</b>	<b>\$25,574.00</b>
<b>TOTAL EXPENDITURES</b>		<b>\$54,944.98</b>	<b>\$480,958.70</b>	<b>\$638,126.00</b>	<b>75.37%</b>	<b>\$157,167.30</b>	
<b>NET REVENUE OVER EXPENDITURES</b>		<b>-\$51,972.48</b>	<b>-\$51,451.55</b>	<b>\$0.00</b>	<b>-8.06%</b>	<b>\$51,451.55</b>	

**CAMBRIA COMMUNITY SERVICES DISTRICT  
REVENUE AND EXPENDITURE REPORT - ADMIN DEPARTMENT - 09  
FOR 8 MONTHS APRIL 2018**

REVENUES		Account No.	Revenue Description	Current Month	YTD	Annual Budget	% Received	Balance Remaining
Fund No.								
01	4013		Vacation Rental Registration Fee	\$27.00	\$540.00	\$600.00	90.00%	\$60.00
01	4200		Interest Income	\$0.00	\$50.45	\$4,000.00	1.26%	\$3,949.55
01	4385		Radio Vault Rent	\$0.00	\$1,200.00	\$2,400.00	50.00%	\$1,200.00
01	4389		Public Records Request	\$10.00	\$73.40	\$1,200.00	6.12%	\$1,126.60
01	4390		Miscellaneous Revenue	-\$75.00	\$867.30	\$2,000.00	43.37%	\$1,132.70
			<b>TOTAL REVENUE</b>	<b>-\$38.00</b>	<b>\$2,731.15</b>	<b>\$10,200.00</b>	<b>26.78%</b>	<b>\$7,468.85</b>

EXPENDITURES		Account No.	Revenue Description	Current Month	YTD	Annual Budget	% Received	Balance Remaining
Fund No.								
			<b>SUB-TOTAL SALARIES &amp; WAGES</b>	<b>\$58,763.37</b>	<b>\$593,541.01</b>	<b>\$798,145.00</b>	<b>74.37%</b>	<b>\$204,603.99</b>
			<b>SUB-TOTAL BENEFITS</b>	<b>\$32,455.59</b>	<b>\$304,347.99</b>	<b>\$437,048.00</b>	<b>69.64%</b>	<b>\$132,700.01</b>
			<b>TOTAL PERSONNEL SERVICES</b>	<b>\$91,218.96</b>	<b>\$897,889.00</b>	<b>\$1,235,193.00</b>	<b>72.69%</b>	<b>\$337,304.00</b>
			<b>SUB-TOTAL SERVICES &amp; SUPPLIES</b>	<b>\$62,874.72</b>	<b>\$405,206.98</b>	<b>\$583,971.00</b>	<b>69.39%</b>	<b>\$178,764.02</b>
			<b>SUB-TOTAL CAPITAL OUTLAY</b>	<b>\$2,900.00</b>	<b>\$43,750.75</b>	<b>\$35,000.00</b>	<b>125.00%</b>	<b>-\$8,750.75</b>
			<b>SUB-TOTAL DEBITS</b>	<b>\$0.00</b>	<b>\$332.76</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>-\$332.76</b>
			<b>SUB-TOTAL ADMINISTRATIVE COST</b>	<b>-\$153,664.00</b>	<b>-\$1,382,972.00</b>	<b>-\$1,843,961.00</b>	<b>75.00%</b>	<b>-\$460,989.00</b>
			<b>TOTAL EXPENDITURES</b>	<b>\$3,329.68</b>	<b>-\$35,792.51</b>	<b>\$10,203.00</b>	<b>-350.80%</b>	<b>\$45,995.51</b>
			<b>NET REVENUE OVER EXPENDITURES</b>	<b>-\$3,367.68</b>	<b>\$38,523.66</b>	<b>-\$3.00</b>	<b>377.58%</b>	<b>-\$38,526.66</b>

**CAMBRIA COMMUNITY SERVICES DISTRICT  
REVENUE AND EXPENDITURE REPORT - PROS DEPARTMENT - 16  
FOR 8 MONTHS APRIL 2018**

REVENUES		Account No.	Revenue Description	Current Month	YTD	Annual Budget	% Received	Balance Remaining
Fund No.								
01	4001		Franchise Fees	\$2,797.78	\$59,340.45	\$79,640.00	74.51%	\$20,299.55
01	4310		Property Tax--All	\$0.00	\$114,380.41	\$152,344.00	75.08%	\$37,963.59
01	4395		Proposition 1A Reserve	\$0.00	\$0.00	\$131,486.00	0.00%	\$131,486.00
<b>TOTAL REVENUE</b>				<b>\$2,797.78</b>	<b>\$173,720.86</b>	<b>\$363,470.00</b>	<b>47.80%</b>	<b>\$189,749.14</b>
<b>EXPENDITURES</b>								
<b>SUB-TOTAL SERVICES &amp; SUPPLIES</b>				<b>\$0.00</b>	<b>\$10,163.30</b>	<b>\$11,157.00</b>	<b>98.45%</b>	<b>\$993.70</b>
<b>SUB-TOTAL CAPITAL OUTLAY</b>				<b>\$0.00</b>	<b>\$341,626.98</b>	<b>\$336,378.00</b>	<b>101.56%</b>	<b>-\$5,248.98</b>
<b>SUB-TOTAL ADMINISTRATIVE COST</b>				<b>\$4,126.00</b>	<b>\$37,134.00</b>	<b>\$49,513.00</b>	<b>75.00%</b>	<b>\$12,379.00</b>
<b>TOTAL EXPENDITURES</b>				<b>\$4,126.00</b>	<b>\$388,924.28</b>	<b>\$397,048.00</b>	<b>97.95%</b>	<b>\$8,123.72</b>
<b>NET REVENUE OVER EXPENDITURES</b>				<b>-\$1,328.22</b>	<b>-\$215,203.42</b>	<b>-\$33,578.00</b>	<b>-50.16%</b>	<b>\$181,625.42</b>

**CAMBRIA COMMUNITY SERVICES DISTRICT  
REVENUE AND EXPENDITURE REPORT - WATER DEPARTMENT - 11  
FOR 8 MONTHS APRIL 2018**

Fund No.	Account No.	Revenue Description	Current Month	YTD	Annual Budget	% Received	Balance Remaining
11	4000	Service Sales	\$0.00	\$1,578,065.53	\$2,251,997.00	70.07%	\$673,931.47
11	4007	Returned Check Fee	\$0.00	\$680.00	\$400.00	170.00%	-\$280.00
11	4008	Set up & close utility billing account	\$0.00	\$5,379.47	\$6,000.00	89.66%	\$620.53
11	4010	Water Penalty	\$0.00	\$31,399.62	\$55,000.00	57.09%	\$23,600.38
11	4011	Service Disconnect/Reconnect	\$0.00	\$403.92	\$50.00	807.84%	-\$353.92
11	4014	Water Labor/Equip Services Fees	\$5,091.00	\$5,091.00	\$0.00	0.00%	-\$5,091.00
11	4050	Administrative Fees Revenue	\$7,112.04	\$7,112.04	\$1,939.00	366.79%	-\$5,173.04
11	4100	Connection Revenue -SFR	\$11,632.18	\$11,632.18	\$20,000.00	58.16%	\$8,367.82
11	4101	WAIT LIST ANNUAL MAINTENANCE FEE	\$480.00	\$21,453.00	\$61,630.00	34.81%	\$40,177.00
11	4110	Remodel Impact Fees	\$27,357.84	\$32,100.00	\$75,000.00	42.80%	\$42,900.00
11	4122	Retrofit Inlieu Fee	\$5,750.00	\$6,500.00	\$2,500.00	260.00%	-\$4,000.00
11	4124	Assignment Fees	\$5,259.50	\$5,759.50	\$4,150.00	138.78%	-\$1,609.50
11	4125	Penalty/Extension	\$0.00	\$200.00	\$0.00	0.00%	-\$200.00
11	4128	Admin Fees	\$0.00	\$0.00	\$3,300.00	0.00%	\$3,300.00
11	4130	Voluntary Lot Merger	\$0.00	\$0.00	\$20,000.00	0.00%	\$20,000.00
11	4360	Availability	\$0.00	\$130,819.39	\$178,000.00	73.49%	\$47,180.61
11	4373	INSPECTION FEE REVENUE	\$4,378.00	\$8,905.25	\$8,450.00	105.39%	-\$455.25
11	4390	Miscellaneous Revenue	\$0.00	\$450.00	\$4,500.00	10.00%	\$4,050.00
11	4510	VH SCENIC COAST BOARD OF REALTORS RENT	\$0.00	-\$30.00	\$0.00	0.00%	\$30.00
<b>TOTAL REVENUE</b>			<b>\$67,060.56</b>	<b>\$1,845,920.90</b>	<b>\$2,692,916.00</b>	<b>68.55%</b>	<b>\$846,995.10</b>

**EXPENDITURES**

<b>SUB-TOTAL SALARIES &amp; WAGES</b>			<b>\$41,490.44</b>	<b>\$407,948.50</b>	<b>\$503,333.00</b>	<b>81.05%</b>	<b>\$95,384.50</b>
<b>SUB-TOTAL BENEFITS</b>			<b>\$22,537.85</b>	<b>\$218,854.49</b>	<b>\$335,760.00</b>	<b>65.18%</b>	<b>\$116,905.51</b>
<b>TOTAL PERSONNEL SERVICES</b>			<b>\$64,028.29</b>	<b>\$626,802.99</b>	<b>\$839,093.00</b>	<b>74.70%</b>	<b>\$212,290.01</b>
<b>SUB-TOTAL SERVICES &amp; SUPPLIES</b>			<b>\$57,920.68</b>	<b>\$511,824.47</b>	<b>\$801,124.00</b>	<b>63.89%</b>	<b>\$289,299.53</b>
<b>SUB-TOTAL CAPITAL OUTLAY</b>			<b>\$0.00</b>	<b>\$9,611.48</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$9,611.48</b>
<b>SUB-TOTAL ADMINISTRATIVE COST</b>			<b>\$75,779.00</b>	<b>\$682,011.00</b>	<b>\$909,348.00</b>	<b>75.00%</b>	<b>\$227,337.00</b>
<b>TOTAL EXPENDITURES</b>			<b>\$197,727.97</b>	<b>\$1,830,249.94</b>	<b>\$2,549,565.00</b>	<b>74.70%</b>	<b>\$719,315.06</b>
<b>NET REVENUE OVER EXPENDITURES</b>			<b>-\$130,667.41</b>	<b>\$15,670.96</b>	<b>\$143,351.00</b>	<b>-6.15%</b>	<b>\$127,680.04</b>



**CAMBRIA COMMUNITY SERVICES DISTRICT  
REVENUE AND EXPENDITURE REPORT - WASTEWATER DEPARTMENT - 12  
FOR 8 MONTHS APRIL 2018**

REVENUES		Account No.	Revenue Description	Current Month	YTD	Annual Budget	% Received	Balance Remaining
Fund No.								
12	4000		Service Sales	\$0.00	\$1,352,106.71	\$1,986,828.00	68.05%	\$634,721.29
12	4360		Availability	\$0.00	\$85,392.95	\$119,000.00	71.76%	\$33,607.05
12	4390		Miscellaneous Revenue	\$0.00	\$2,512.43	\$100.00	2512.43%	-\$2,412.43
12	4396		General Fund Loan	\$0.00	\$0.00	\$85,000.00	0.00%	\$85,000.00
<b>TOTAL REVENUE</b>				<b>\$0.00</b>	<b>\$1,440,012.09</b>	<b>\$2,190,928.00</b>	<b>65.73%</b>	<b>\$750,915.91</b>
EXPENDITURES								
<b>SUB-TOTAL SALARIES &amp; WAGES</b>				<b>\$33,583.31</b>	<b>\$327,665.21</b>	<b>\$463,942.00</b>	<b>70.63%</b>	<b>\$136,276.79</b>
<b>SUB-TOTAL BENEFITS</b>				<b>\$23,691.81</b>	<b>\$204,042.45</b>	<b>\$266,068.00</b>	<b>76.69%</b>	<b>\$62,025.55</b>
<b>TOTAL PERSONNEL SERVICES</b>				<b>\$57,275.12</b>	<b>\$531,707.66</b>	<b>\$730,010.00</b>	<b>72.84%</b>	<b>\$198,302.34</b>
<b>SUB-TOTAL SERVICES &amp; SUPPLIES</b>				<b>\$52,173.43</b>	<b>\$592,915.08</b>	<b>\$914,822.00</b>	<b>64.81%</b>	<b>\$321,906.92</b>
<b>SUB-TOTAL CAPITAL OUTLAY</b>				<b>\$0.00</b>	<b>\$120,491.58</b>	<b>\$85,000.00</b>	<b>141.75%</b>	<b>-\$35,491.58</b>
<b>SUB-TOTAL ADMINISTRATIVE COST</b>				<b>\$38,425.00</b>	<b>\$345,824.00</b>	<b>\$461,098.00</b>	<b>75.00%</b>	<b>\$115,274.00</b>
<b>TOTAL EXPENDITURES</b>				<b>\$147,873.55</b>	<b>\$1,590,938.32</b>	<b>\$2,190,930.00</b>	<b>72.84%</b>	<b>\$599,991.68</b>
<b>NET REVENUE OVER EXPENDITURES</b>				<b>-\$147,873.55</b>	<b>-\$150,926.23</b>	<b>-\$2.00</b>	<b>-7.11%</b>	<b>\$150,924.23</b>

**CAMBRIA COMMUNITY SERVICES DISTRICT  
REVENUE AND EXPENDITURE REPORT - WATER FACILITY OPERATION FUND 39 - DEPARTMENT 25  
FOR 8 MONTHS APRIL 2018**

REVENUES		Account No.	Revenue Description	Current Month	YTD	Annual Budget	% Received	Balance Remaining
Fund No.								
39	4041	EWS Water Base - Residential (SFR, MFR)	\$0.00	\$180,603.52	\$391,691.00	46.11%	\$211,087.48	
39	4042	EWS Water Base - Vacation Rentals	\$0.00	\$15,987.61	\$0.00	0.00%	-\$15,987.61	
39	4043	EWS Water Base - Commercial Lodging	\$0.00	\$15,117.24	\$0.00	0.00%	-\$15,117.24	
39	4044	EWS Water Base - Commercial Water	\$0.00	\$34,566.11	\$0.00	0.00%	-\$34,566.11	
39	4051	EWS Water Usage - Residential (SFR, MFR)	\$0.00	\$195,816.00	\$504,756.00	38.79%	\$308,940.00	
39	4052	EWS Water Usage - Vacation Rentals	\$0.00	\$18,580.50	\$0.00	0.00%	-\$18,580.50	
39	4053	EWS Water Usage - Commercial Lodging	\$0.00	\$90,711.00	\$0.00	0.00%	-\$90,711.00	
39	4054	EWS Water Usage - Commercial Water	\$0.00	\$59,479.50	\$0.00	0.00%	-\$59,479.50	
39	4061	EWS Facility Operating - (SFR/MFR)	\$0.00	-\$2,434.00	\$0.00	0.00%	\$2,434.00	
<b>TOTAL REVENUE</b>			<b>\$0.00</b>	<b>\$608,427.48</b>	<b>\$896,447.00</b>	<b>67.87%</b>	<b>\$288,019.52</b>	
EXPENDITURES								
<b>SUB-TOTAL SERVICES &amp; SUPPLIES</b>			<b>\$88,259.98</b>	<b>\$1,063,587.20</b>	<b>\$982,972.00</b>	<b>0.00%</b>	<b>-\$80,615.20</b>	
<b>TOTAL EXPENDITURES</b>			<b>\$88,259.98</b>	<b>\$1,063,587.20</b>	<b>\$982,972.00</b>	<b>108.20%</b>	<b>-\$80,615.20</b>	
<b>NET REVENUE OVER EXPENDITURES</b>			<b>-\$88,259.98</b>	<b>-\$455,159.72</b>	<b>-\$86,525.00</b>	<b>-40.33%</b>	<b>\$368,634.72</b>	

**CAMBRIA COMMUNITY SERVICES DISTRICT  
REVENUE AND EXPENDITURE REPORT - SWF CAPITAL PROJECTS FUND 40 - DEPARTMENT 30  
FOR 8 MONTHS APRIL 2018**

REVENUES	Fund No.	Account No.	Revenue Description	Current Month	YTD	Annual Budget	% Received	Balance Remaining
	40	4397	Loan Proceeds	\$0.00	\$0.00	\$733,948.00	0.00%	\$733,948.00
<b>TOTAL REVENUE</b>				\$0.00	\$0.00	\$733,948.00	0.00%	\$733,948.00
<b>EXPENDITURES</b>								
<b>TOTAL EXPENDITURES</b>				\$0.00	\$0.00	\$733,948.00	0.00%	\$733,948.00
<b>NET REVENUE OVER EXPENDITURES</b>				\$0.00	\$0.00	\$0.00	0.00%	\$0.00