

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



## CAMBRIA COMMUNITY SERVICES DISTRICT

**Thursday, August 20, 2020 - 2:00 PM**

### AGENDA

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

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

<https://zoom.us/j/98385294846?pwd=bmdoUXdDTjhEdDdDUVUwaXNWFFYvZz09>

**Password: 894197**

**Or iPhone one-tap:**

US: +16699006833,,98385294846# or +12532158782,,98385294846#

**Or Telephone:**

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

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

**Webinar ID: 983 8529 4846**

International numbers available: <https://zoom.us/u/apKQXxmki>

#### 1. OPENING

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

#### 2. PUBLIC SAFETY

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

#### 3. PUBLIC COMMENT

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

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

#### **4. CONSENT AGENDA**

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

- A. Consideration to Adopt the July 2020 Expenditure Report
- B. Consideration to Adopt the July 16, 2020 Regular Meeting Minutes and June 25, 2020 and July 20, 2020 Special Meeting Minutes
- C. Consideration of Adoption of Resolution 42-2020 Amending the List of Designated Positions Subject to the District's Conflict of Interest Code

#### **5. HEARINGS AND APPEALS**

- A. Public Hearing to Discuss and Consider Adoption of Resolution 42-2020 Approving the Final CCSD Budget for Fiscal Year 2020/2021 and Reserve for Encumbrances Fiscal Year 2019/2020

#### **6. REGULAR BUSINESS**

- A. Discussion and Consideration of Adoption of Resolution 43-2020 Declaring a Continued Local Emergency in the Cambria Community Services District Due to the Coronavirus Pandemic
- B. Discussion and Consideration of Adoption of Resolution 44-2020 Amending Fiscal Year 2020/2021 Budget

#### **7. MANAGER REPORTS**

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

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

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

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

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

#### **10. ADJOURN**



## Cambria CSD Fire Department

### August 20<sup>th</sup>, 2020 CCSD Board Meeting

#### July 2020

##### Prevention and Education

- 0 Rough-in sprinkler inspections
- 1 Fire final inspections
- 4 Fire plan reviews
  - 411 Cambridge
  - 443 Wellington
  - 341 Castle
  - 2905 Burton
- 0 Engine company commercial fire and life safety inspections were conducted
- 0 Public education events
- 0 Fire Engine and Station tours

##### Hydrants Maintenance & Testing

- Reported under Water Department

##### Meetings and Affiliations

- |                                 |   |
|---------------------------------|---|
| • Daily operational briefings   | July 0900 Cambria                           |
| • Daily liaison briefings       | July 1100 Cambria                           |
| • County Fire Chief's briefings | July 1 <sup>st</sup> , 0900 Cambria         |
| • CISM mtg                      | July 2 <sup>nd</sup> , 1100 San Luis Obispo |
| • CCSD Managers mtg             | July 7 <sup>th</sup> , 0830 Cambria         |
| • CCSD Managers mtg             | July 21 <sup>st</sup> , 0830 Cambria        |
| • Wildfire Webinar              | July 22 <sup>nd</sup> , 1000 Cambria        |
| • CCSD Managers mtg             | July 28 <sup>th</sup> , 0830 Cambria        |
| • LCW mtg                       | July 29 <sup>th</sup> , 1300 Cambria        |
| • LCW mtg                       | July 30 <sup>th</sup> , 1615 Cambria        |
| • Grant mtg                     | July 31 <sup>st</sup> , 0900 Cambria        |
| • LCW mtg                       | July 31 <sup>st</sup> , 1100 Cambria        |

##### Operations and News

- SLO County EOC opened and running for Covid-19 Disaster Declaration
- Daily coordination between EOC, Public Health, County Fire Chiefs
- Station is closed to the public, all public events, prevention activities and educational tours are cancelled
- Training for the month of July was primarily focused on the following topic
  - Wildland operations
  - RT130 refresher
  - Water tender operations

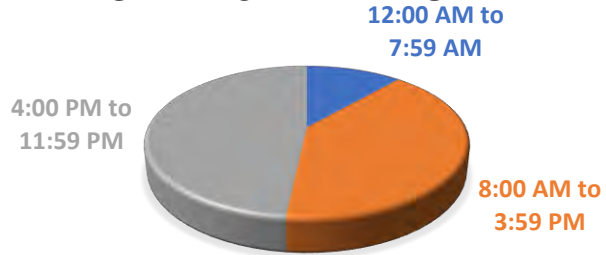
##### Grant Updates

- Awarded PG&E grant for defensible space – Village Lane
- Awarded AFG Supplemental – Covid 19 PPE

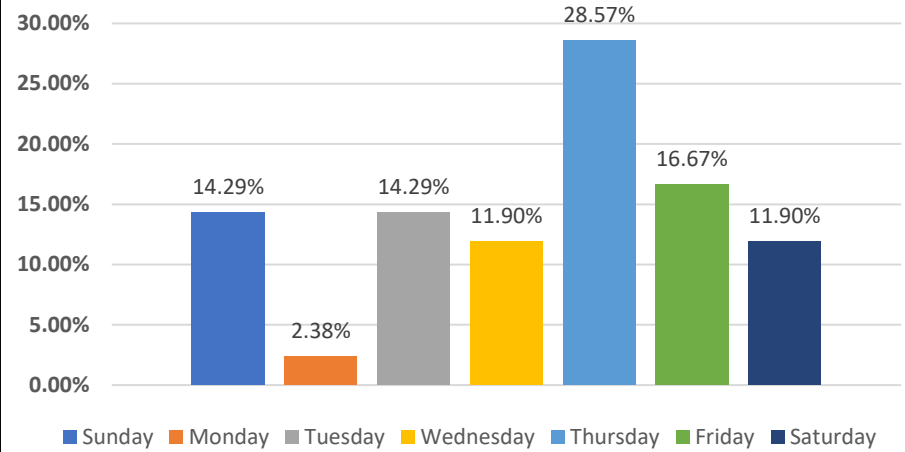
Fire Statistics are attached for your review



### INCIDENTS BY TIME OF DAY



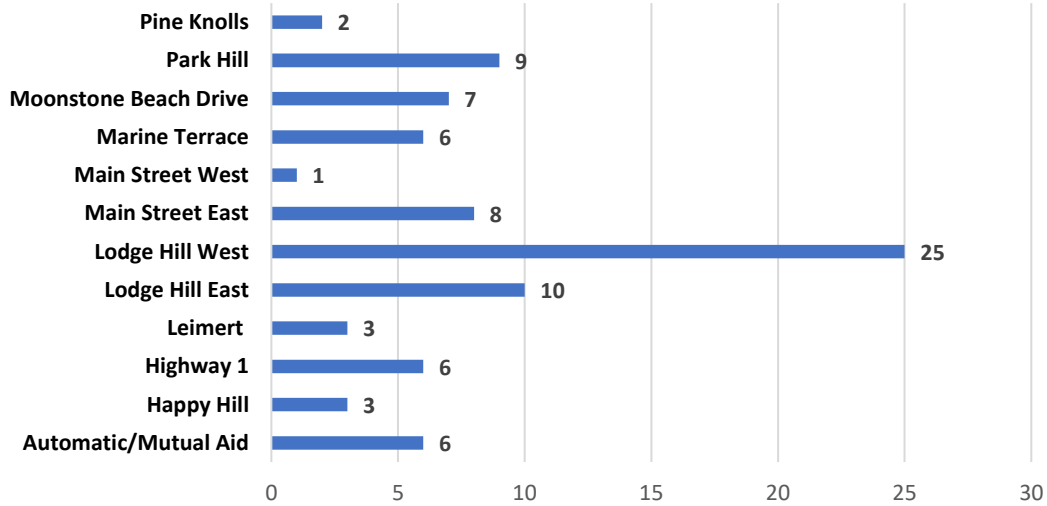
### INCIDENTS BY DAY OF WEEK



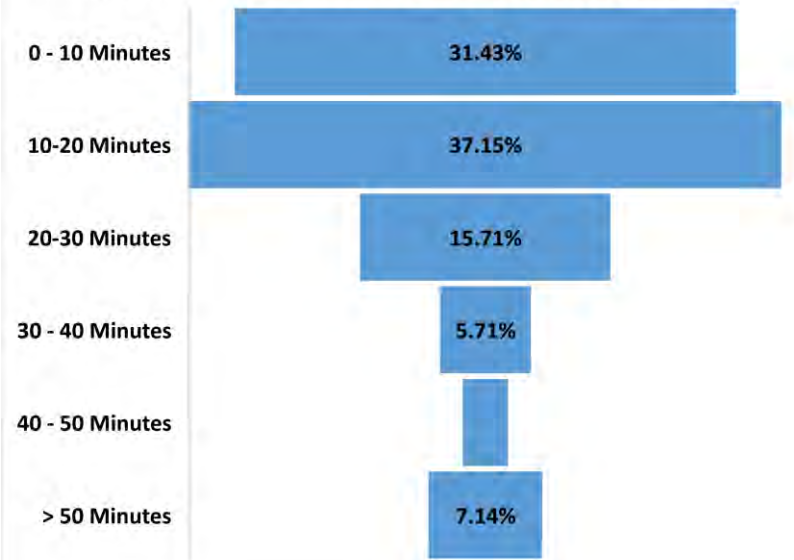
### INCIDENTS BY CUSTOMER



### INCIDENTS BY LOCATION



### INCIDENTS BY TIME COMMITMENT



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

<b>VENDOR</b>	<b>CHECK NO.</b>	<b>CHECK DATE</b>	<b>LINE NO.</b>	<b>LINE AMOUNT</b>	<b>DESCRIPTION</b>	<b>ACCOUNT NUMBER</b>
ACCURATE MAILING SERVICE	71921	7/21/2020	1	864.36	WD/POSTAGE MAY-JUNE 2020 WATER BILLING	11 6051 11
ACCURATE MAILING SERVICE	71921	7/21/2020	2	864.35	WW/POSTAGE MAY-JUNE 2020 WATER BILLING	12 6051 12
ACCURATE MAILING SERVICE	71921	7/21/2020	3	233.28	WD/MAILING SVC MAY-JUNE 2020 WATER BILLING	11 6080M 11
ACCURATE MAILING SERVICE	71921	7/21/2020	4	233.27	WW/MAILING SVC MAY-JUNE 2020 WATER BILLING	12 6080M 12
ACCURATE MAILING SERVICE	71921	7/21/2020	5	120.15	WD/MAILING SVC LEAK PREVENTION INSERT	11 6080M 11
				2,315.41		
ALL WAYS CLEAN	71922	7/21/2020	1	240.30	ADM/MONTHLY CLEANING FOR JULY 2020	01 6033B 09
ALPHA FIRE & SECURITY ALARM CO	71923	7/21/2020	1	135.00	F&R/VETS HALL FIRE ALARM MONTRNG AUG,SEPT,OCT 2020	01 6033V 02
AT&T	71854	7/13/2020	1	237.41	WW/ALARM AT LIFT STN B-4	12 6060P 12
AT&T	71929	7/28/2020	1	297.34	WD/WELL HEAD ZONE TO ZONE TRANSMISSION	11 6060P 11
				534.75		
BLAND, MELISSA	71808	7/7/2020	1	33.33	WD/MONTHLY CELL PHONE & INTERNET REIMB	11 6060C 11
BLAND, MELISSA	71808	7/7/2020	2	33.33	WW/MONTHLY CELL PHONE & INTERNET REIMB	12 6060C 12
BLAND, MELISSA	71808	7/7/2020	3	33.34	SWF/MONTHLY CELL PHONE & INTERNET REIMB	39 6060C 25
				100.00		
BOB'S CRANE SERVICE	71860	7/15/2020	1	1,500.00	WW/REMOVED DEBRIS BAGS FROM WW BASIN	12 6032T 12
BOUND TREE MEDICAL, LLC	71924	7/21/2020	1	95.40	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
BOUND TREE MEDICAL, LLC	71924	7/21/2020	1	189.54	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
BOUND TREE MEDICAL, LLC	71924	7/21/2020	1	186.29	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
				471.23		
BREZDEN PEST CONTROL, INC.	71930	7/28/2020	1	85.00	ADM/SPRAY AND DEWEB	01 6033B 09
BUSINESSPLANS, INC.	71931	7/28/2020	1	508.00	ADM/MONTHLY HRA PLAN ADMINISTRATION JULY 2020	01 6086 09
CAL PUBLIC EMPLOYEES' RETIREME	71822	7/8/2020	1	400.00	ADM/SOC SECURITY SECTION 218 ANNUAL FEE	01 6080M 09
CAMBRIA VILLAGE SQUARE	71936	7/29/2020	1	2,553.03	ADM/MONTHLY OFFICE LEASE PMT 1316 TAMSON	01 6075 09
CARB/PERP	71880	7/16/2020	1	110.00	WW/PORTABLE EQUIP REGIST RENEWAL	12 6055 12
CARMEL & NACCASHA LLP	71809	7/7/2020	1	11,100.00	ADM/MONTHLY RETAINER FOR LEGAL SERVICES JULY 2020	01 6080K 09
CHARTER COMMUNICATIONS	71881	7/16/2020	1	39.99	F&R/BUSINESS VOICE FOR RODEO GROUNDS RD	01 6060I 02
CHARTER COMMUNICATIONS	71932	7/28/2020	1	162.50	FD/BUSINESS INTERNET	01 6060I 01
CHARTER COMMUNICATIONS	71932	7/28/2020	2	162.50	ADM/BUSINESS INTERNET	01 6060I 09
CHARTER COMMUNICATIONS	71932	7/28/2020	3	162.50	WD/BUSINESS INTERNET	11 6060I 11
CHARTER COMMUNICATIONS	71932	7/28/2020	4	162.50	WW/BUSINESS INTERNET	12 6060I 12
CHARTER COMMUNICATIONS	71932	7/28/2020	5	539.52	ADM/BUSINESS VOICE	01 6060I 09
CHARTER COMMUNICATIONS	71932	7/28/2020	1	174.97	WW/BUSINESS INTERNET & VOICE	12 6060I 12
				1,404.48		
CIO SOLUTIONS, LP	71810	7/7/2020	1	2,935.00	ADM/MONTHLY BILLING FOR JULY 2020	01 6044 09
CIO SOLUTIONS, LP	71810	7/7/2020	1	125.00	ADM/WATCHGUARD SECURITY LIC RENEW 7/24/20-7/23/21	01 6044 09
				3,060.00		
CITIES DIGITAL, INC.	71811	7/7/2020	1	4,894.00	ADM/LASERFICHE CLOUD SUBSCRIPTION 7/1/20-7/1/21	01 6044 09
CORBIN WILLITS SYSTEMS INC.	71812	7/7/2020	1	1,273.57	ADM/MONTHLY SUPPORT AGMT MOM SOFTWARE 07/20	01 6044 09
ECIVS LLC	71785	7/1/2020	1	3,500.00	ADM/PRE-AWARD GRANT MANAGEMENT STANDARD LICENSE	01 6080M 09
EROICA USA RIDE & FESTIVAL LLC	71940	7/30/2020	1	7,220.00	F&R/REFUND VETS HALL RENT CONTRACT CANCELLED	01 4500 02

**CAMBRIA COMMUNITY SERVICES DISTRICT  
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FORD MOTOR CREDIT COMPANY LLC	71861	7/15/2020	1	637.09	F&R/LEASE PMT 2016 FORD F-250 W/UT BODY JULY 2020	01 2516 02
FURNITURE INSTALLATION TEAM IN	71862	7/15/2020	1	478.82	ADM/CONFIG ADJUSTMENTS TO FINANCE AREA	01 6095 09
GFOA - GOVT FINANCE OFFICERS A	71863	7/15/2020	1	160.00	ADM/ANNUAL MEMBERSHIP RENEW 07/01/20-06/30/21	01 6054 09
GREEN, JAMES R	71816	7/7/2020	1	80.00	WD/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	11 6060C 11
GREEN, JAMES R	71816	7/7/2020	2	20.00	SWF/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	39 6060C 25
				100.00		
GSOLUTIONZ, INC.	71933	7/28/2020	1	3,262.01	ADM/EQUIP & INSTALL VIDEO CONFERENCING SYSTEM	01 6095 09
HALEY DODSON	71814	7/7/2020	1	18.63	WD/REIMB MILEAGE DIST BUSINESS 6/8/20	11 6120E 11
HALEY DODSON	71814	7/7/2020	1	100.00	ADM/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	01 6060C 09
				118.63		
HASSAN AL-DEFAAEI	71867	7/15/2020	1	54.94	MQ CUSTOMER REFUND	11 2005
HOLLINGSWORTH, WILLIAM	71817	7/7/2020	1	55.00	FD/MONTHLY INTERNET REIMBURSEMENT	01 6060C 01
HOME DEPOT CREDIT SERVICE	71882	7/16/2020	1	161.85	F&R/PLANTING SUPPLIES	01 6033B 02
HOME DEPOT CREDIT SERVICE	71882	7/16/2020	1	313.62	F&R/PAINT & SUPPLIES	01 6033B 02
				475.47		
INNOVATIVE CONCEPTS	71865	7/15/2020	1	25.00	FD/BUSINESS WEBSITE HOSTING	01 6044 01
INNOVATIVE CONCEPTS	71865	7/15/2020	2	25.00	ADM/BUSINESS WEBSITE HOSTING	01 6044 09
				50.00		
INTL' INST MUNI CLERKS	71864	7/15/2020	1	170.00	ADM/ANNUAL MEMBERSHIP FEE THRU 6/30/21	01 6054 09
J B DEWAR INC.	71920	7/20/2020	1	610.31	FD/200.80 GALS DIESEL	01 6096 01
J B DEWAR INC.	71920	7/20/2020	1	1,376.42	F&R/459.90 GALS GAS	01 6096 02
J B DEWAR INC.	71937	7/29/2020	1	1,610.25	FD/209.50 GALS GAS; 310.00 GALS DIESEL	01 6096 01
J B DEWAR INC.	71937	7/29/2020	1	939.89	F&R/300.10 GALS GAS	01 6096 02
				4,536.87		
JOHN ALLCHIN	71807	7/7/2020	1	100.00	WW/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	12 6060C 12
JOHN F WEIGOLD, IV	71820	7/7/2020	1	100.00	ADM/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	01 6060C 09
L.N. CURTIS & SONS	71925	7/21/2020	1	101.13	FD/ROPE BAG	01 6090 01
LIEBERT CASSIDY WHITMORE	71855	7/13/2020	1	4,865.00	ADM/CENTRAL COAST EMPLOYMENT RELATIONS CONSORTIUM	01 6120G 09
MCCRAIN, DAN	71866	7/15/2020	1	499.85	FD/TRVL ADV PLANS EXAMINER 1C 7/29-8/2/20 DMCCRAIN	01 6120E 01
MENDOZA, CARLOS	71818	7/7/2020	1	100.00	F&R/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	01 6060C 02
MICHAEL/SUSAN CLARK	71868	7/15/2020	1	262.21	MQ CUSTOMER REFUND	11 2005
MISSION COUNTRY DISPOSAL	71941	7/30/2020	1	2,448.50	ADM/DELINQUENT TRASH FEES REIMB FY 19/20	01 2019 09
MUNICIPAL MAINTENANCE EQUIPMEN	71934	7/28/2020	1	1,218.36	WW/8" WHEELS FOR VIDEO CAMERA SYSTEM	12 6032C 12
MUNICIPAL MAINTENANCE EQUIPMEN	71934	7/28/2020	1	3,903.90	WW/ELECTRIC LIFT FOR VIDEO CAMERA SYSTEM	12 6032C 12
				5,122.26		
OFFICE1	71926	7/21/2020	1	473.05	ADM/COPIER CONTRACT BASE & OVERAGE CHARGES	01 6044 09
OFFICE1	71926	7/21/2020	1	50.60	FD/COPIER CONTRACT BASE & OVERAGE CHARGES	01 6044 01
				523.65		
PACIFIC GAS & ELECTRIC	71859	7/13/2020	1	21,986.69	WW/ELEC SVC VARIOUS LIFT STATIONS	12 6060E 12

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PACIFIC GAS & ELECTRIC	71859	7/13/2020	1	447.48	WW/ELEC SVC SAN SIMEON CRK RD	12 6060E 12
PACIFIC GAS & ELECTRIC	71859	7/13/2020	1	499.55	SWF/ELEC SVC SAN SIMEON CRK RD UNIT 1	39 6060E 25
PACIFIC GAS & ELECTRIC	71859	7/13/2020	1	9.52	WD/ELEC SVC VAN GORDON CRK RD	11 6060E 11
PACIFIC GAS & ELECTRIC	71859	7/13/2020	1	27.46	F&R/ELEC SVC WEST VILLAGE RESTROOMS	01 6060E 02
PACIFIC GAS & ELECTRIC	71859	7/13/2020	2	33.97	F&R/ELEC SVC EAST VILLAGE RESTROOMS	01 6060E 02
PACIFIC GAS & ELECTRIC	71859	7/13/2020	3	1,142.25	F&R/ELEC SVC STREET LIGHTING	01 6060E 02
PACIFIC GAS & ELECTRIC	71859	7/13/2020	4	240.59	F&R/ELEC SVC VETS HALL	01 6060E 02
PACIFIC GAS & ELECTRIC	71859	7/13/2020	5	665.00	FD/ELEC SVC 2850 BURTON DR	01 6060E 01
PACIFIC GAS & ELECTRIC	71859	7/13/2020	6	350.52	ADM/ELEC SVC 1316 TAMSON DR	01 6060E 09
PACIFIC GAS & ELECTRIC	71859	7/13/2020	7	174.07	ADM/ELEC SVC RADIO SHACK	01 6060E 09
PACIFIC GAS & ELECTRIC	71859	7/13/2020	1	11,049.47	WD/ELEC SVC VARIOUS WELLS	11 6060E 11
PACIFIC GAS & ELECTRIC	71859	7/13/2020	1	1,202.00	WD/ELEC SVC 2820 SANTA ROSA CRK RD	11 6060E 11
PACIFIC GAS & ELECTRIC	71859	7/13/2020	1	50.36	SWF/ELEC SVC SAN SIMEON CRK RD UNIT 2	39 6060E 25
				37,878.93		
PAMELA DUFFIELD	71815	7/7/2020	1	100.00	ADM/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	01 6060C 09
PITNEY BOWES RESERVE ACCT	71883	7/16/2020	1	700.00	ADM/REPLENISH POSTAGE METER	01 6051 09
PITNEY BOWES, INC.	71856	7/13/2020	1	125.48	ADM/QUARTERLY LEASE POSTAGE MACHINE 7/1-9/30/20	01 6070 09
POSTMASTER	71927	7/21/2020	1	288.00	ADM/ANNUAL RENEWAL OF PO BOX 65	01 6050 09
RAY DIENZO	71813	7/7/2020	1	33.33	WD/MONTHLY CELL PHONE & INTERNET REIMB	11 6060C 11
RAY DIENZO	71813	7/7/2020	2	33.33	WW/MONTHLY CELL PHONE & INTERNET REIMB	12 6060C 12
RAY DIENZO	71813	7/7/2020	3	33.34	SWF/MONTHLY CELL PHONE & INTERNET REIMB	39 6060C 25
				100.00		
READY REFRESH BY NESTLE	71884	7/16/2020	1	152.22	WW/DRINKING WATER	12 6050 12
RETIREE00	71887	7/16/2020	1	458.36	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE01	71888	7/16/2020	1	458.36	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE02	71889	7/16/2020	1	486.84	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE04	71890	7/16/2020	1	159.68	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE05	71891	7/16/2020	1	515.13	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE06	71892	7/16/2020	1	159.68	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE07	71893	7/16/2020	1	159.68	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE08	71894	7/16/2020	1	138.98	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE09	71895	7/16/2020	1	159.68	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE10	71896	7/16/2020	1	159.68	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE11	71897	7/16/2020	1	159.68	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE12	71898	7/16/2020	1	1,067.42	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE13	71899	7/16/2020	1	159.68	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE14	71900	7/16/2020	1	159.68	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE15	71901	7/16/2020	1	188.06	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE16	71902	7/16/2020	1	515.13	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE17	71903	7/16/2020	1	458.36	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE19	71904	7/16/2020	1	458.36	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE20	71905	7/16/2020	1	159.68	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE21	71906	7/16/2020	1	188.06	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE22	71907	7/16/2020	1	458.36	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE24	71908	7/16/2020	1	188.06	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE26	71909	7/16/2020	1	820.29	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE27	71910	7/16/2020	1	1,112.68	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE28	71911	7/16/2020	1	458.36	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE30	71912	7/16/2020	1	464.21	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE31	71913	7/16/2020	1	159.68	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE32	71914	7/16/2020	1	1,112.68	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE33	71915	7/16/2020	1	486.84	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE34	71916	7/16/2020	1	762.89	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01

**CAMBRIA COMMUNITY SERVICES DISTRICT  
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RETIREE36	71917	7/16/2020	1	628.62	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE37	71918	7/16/2020	1	52.61	ADM/MONTHLY INSUR REIMB	01 5121 09
RETIREE37	71918	7/16/2020	2	684.03	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE37	71918	7/16/2020	3	315.71	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE38	71919	7/16/2020	1	1,488.18	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
				<u>15,563.38</u>		
RICHARDS, WATSON & GERSHON	71938	7/29/2020	1	5,175.00	ADM/PROF LEGAL SVCS THROUGH APRIL 30, 2020	01 6080L 09
RICHARDS, WATSON & GERSHON	71938	7/29/2020	1	5,750.00	ADM/PROF LEGAL SVCS THROUGH MAY 31, 2020	01 6080L 09
				<u>10,925.00</u>		
RON/CATHERINE KELLY	71869	7/15/2020	1	25.86	MQ CUSTOMER REFUND	11 2005
SDRMA	71787	7/1/2020	1	172,477.11	ADM/2020/2021 PROPERTY/LIABILITY PROGRAM	01 6030 09
SDRMA	71787	7/1/2020	1	142,057.37	ADM/2020/2021 WORKERS COMPENSATION PROGRAM	01 2170 09
				<u>314,534.48</u>		
SLABTOWN MERCANTILE	71870	7/15/2020	1	7.87	MQ CUSTOMER REFUND	11 2005
SLO COUNTY PUBLIC WORKS	71857	7/13/2020	1	1,884.00	WD/ANNUAL ENCROACHMENT PERMIT FY 20-21	11 6055 11
STATE WATER RES.CTRL.BRD.	71819	7/7/2020	1	125.00	WW/WWTP OIT I APPLICATION FEE B BIVENS	12 6054 12
STRATEGIC INSIGHTS INC	71885	7/16/2020	1	275.00	WD/ANNUAL LICENSE RENEWAL PLAN-IT SOFTWARE	11 6045 11
STRATEGIC INSIGHTS INC	71885	7/16/2020	2	275.00	WW/ANNUAL LICENSE RENEWAL PLAN-IT SOFTWARE	12 6045 12
				<u>550.00</u>		
SYNCB/AMAZON	71939	7/29/2020	1	324.50	WW/WASTE BAGS FOR EMPTYING AERATION BASINS	12 6032T 12
SYNCB/AMAZON	71939	7/29/2020	2	5.67	ADM/OFFICE SUPPLIES	01 6050 09
SYNCB/AMAZON	71939	7/29/2020	3	12.81	WD/USB HUB/ADAPTOR	11 6045 11
SYNCB/AMAZON	71939	7/29/2020	4	12.81	WW/USB HUB/ADAPTOR	12 6045 12
SYNCB/AMAZON	71939	7/29/2020	5	22.69	WW/INDUSTRIAL CLEANER & DEGREASER	12 6032T 12
SYNCB/AMAZON	71939	7/29/2020	6	51.46	WW/ANTI-CORROSION & LUBRICANT SPRAY	12 6032T 12
SYNCB/AMAZON	71939	7/29/2020	7	10.71	WW/SHOP SUPPLIES	12 6032T 12
SYNCB/AMAZON	71939	7/29/2020	8	32.16	WW/CONVEYOR ROLLERS	12 6032T 12
SYNCB/AMAZON	71939	7/29/2020	9	23.16	WW/INSPECTION CAMERA	12 6032T 12
SYNCB/AMAZON	71939	7/29/2020	10	14.47	ADM/OFFICE SUPPLIES	01 6050 09
SYNCB/AMAZON	71939	7/29/2020	11	187.84	WW/PARTICULATE RESPIRATORS	12 6050 12
SYNCB/AMAZON	71939	7/29/2020	12	187.84	WD/PARTICULATE RESPIRATORS	11 6050 11
SYNCB/AMAZON	71939	7/29/2020	13	382.11	WW/WASTE BAGS FOR EMPTYING AERATION BASINS	12 6032T 12
SYNCB/AMAZON	71939	7/29/2020	14	390.38	WW/6 BANK BATTERY CHARGER	12 6032T 12
SYNCB/AMAZON	71939	7/29/2020	15	30.00	WW/CHARGER FOR PORTABLE RADIOS	12 6032T 12
SYNCB/AMAZON	71939	7/29/2020	16	185.16	ADM/CALIF & USA FLAGS	01 6050 09
SYNCB/AMAZON	71939	7/29/2020	17	268.00	WW/WASTE BAGS FOR EMPTYING AERATION BASINS	12 6032T 12
SYNCB/AMAZON	71939	7/29/2020	18	235.50	ADM/INDOOR FLAG POLES	01 6050 09
SYNCB/AMAZON	71939	7/29/2020	19	80.40	WW/WASTE BAGS FOR EMPTYING AERATION BASINS	12 6032T 12
SYNCB/AMAZON	71939	7/29/2020	20	8.03	WW/CABINET KEYS	12 6032T 12
SYNCB/AMAZON	71939	7/29/2020	21	268.00	WW/WASTE BAGS FOR EMPTYING AERATION BASINS	12 6032T 12
SYNCB/AMAZON	71939	7/29/2020	22	24.99	WW/SHOP SUPPLIES	12 6032T 12
SYNCB/AMAZON	71939	7/29/2020	23	565.94	WW/WASTE BAGS & ODOR ELIM EMPTYING BASINS	12 6032T 12
SYNCB/AMAZON	71939	7/29/2020	24	599.64	WW/WASTE BAGS FOR EMPTYING AERATION BASINS	12 6032T 12
SYNCB/AMAZON	71939	7/29/2020	25	418.26	WD/WATER SHUT OFF TOOL SET	11 6093 11
SYNCB/AMAZON	71939	7/29/2020	26	37.53	ADM/WIRELESS KEYBOARD & MOUSE	01 6045 09
SYNCB/AMAZON	71939	7/29/2020	27	75.06	FD/TWO WIRELESS KEYBOARDS AND MOUSE	01 6045 01
SYNCB/AMAZON	71939	7/29/2020	28	(38.58)	F&R/REFUND FOR GAITERS NOT RECEIVED	01 6090 02
SYNCB/AMAZON	71939	7/29/2020	29	425.66	WD/PRINTER TONER	11 6093 11
				<u>4,842.20</u>		
THE GAS COMPANY	71840	7/9/2020	1	78.17	F&R/GAS SVC VETS HALL	01 6060G 02
THE GAS COMPANY	71840	7/9/2020	1	149.52	FD/GAS SVC 2850 BURTON DR	01 6060G 01

**CAMBRIA COMMUNITY SERVICES DISTRICT  
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<b>VENDOR</b>	<b>CHECK NO.</b>	<b>CHECK DATE</b>	<b>LINE NO.</b>	<b>LINE AMOUNT</b>	<b>DESCRIPTION</b>	<b>ACCOUNT NUMBER</b>
THE GAS COMPANY	71840	7/9/2020	1	16.56	WW/GAS SVC 5500 HEATH LANE, #B	12 6060G 12
THE GAS COMPANY	71840	7/9/2020	1	3.41	FD/GAS SVC 5490 HEATH LANE	01 6060G 01
THE GAS COMPANY	71840	7/9/2020	1	26.80	WW/GAS SVC 5500 HEATH LANE	12 6060G 12
				<u>274.46</u>		
US BANK EQUIPMENT FINANCE	71858	7/13/2020	1	199.53	ADM/COPIER LEASE PAYMENT	01 6044 09
US BANK EQUIPMENT FINANCE	71858	7/13/2020	2	109.85	FD/COPIER LEASE PAYMENT	01 6044 01
				<u>309.38</u>		
UTILITY SERVICES ASSOCIATES, L	71935	7/28/2020	1	4,398.00	WD/WATER LINE SURVEY & LEAK PINPOINTNG 6/30-7/2/20	11 6031D 11
VERIZON WIRELESS	71928	7/23/2020	1	216.40	FD/MONTHLY ON-CALL CELL PHONES AND TABLETS	01 6060C 01
VERIZON WIRELESS	71928	7/23/2020	2	48.09	F&R/MONTHLY ON-CALL CELL PHONES AND TABLETS	01 6060C 02
VERIZON WIRELESS	71928	7/23/2020	3	62.66	WD/MONTHLY ON-CALL CELL PHONES AND TABLETS	11 6060C 11
VERIZON WIRELESS	71928	7/23/2020	4	83.03	WW/MONTHLY ON-CALL CELL PHONES AND TABLETS	12 6060C 12
VERIZON WIRELESS	71928	7/23/2020	1	216.92	FD/MONTHLY ON-CALL CELL PHONES AND TABLETS	01 6060C 01
VERIZON WIRELESS	71928	7/23/2020	2	48.35	F&R/MONTHLY ON-CALL CELL PHONES AND TABLETS	01 6060C 02
VERIZON WIRELESS	71928	7/23/2020	3	62.92	WD/MONTHLY ON-CALL CELL PHONES AND TABLETS	11 6060C 11
VERIZON WIRELESS	71928	7/23/2020	4	83.36	WW/MONTHLY ON-CALL CELL PHONES AND TABLETS	12 6060C 12
VERIZON WIRELESS	71928	7/23/2020	5	5.46	ADM/MONTHLY ON-CALL CELL PHONES AND TABLETS	01 6060C 09
				<u>827.19</u>		
WESTERN ALLIANCE BANK-LOAN PAY	71886	7/16/2020	1	182,785.00	SWF/BANK LOAN PRINC	39 2604 11
WESTERN ALLIANCE BANK-LOAN PAY	71886	7/16/2020	2	146,927.37	SWF/BANK LOAN INT	39 6180I 25
				<u>329,712.37</u>		
WESTERN EQUIPMENT FINANCE, INC	71821	7/7/2020	1	298.48	F&R/TORO TX 1000 DINGO WIDE TRACK JULY 2020 PRINC	01 2520 02
WESTERN EQUIPMENT FINANCE, INC	71821	7/7/2020	2	41.37	F&R/TORO TX 1000 DINGO WIDE TRACK JULY 2020 INT	01 6180H 02
				<u>339.85</u>		
WM A MORTON & ANJA NOLTING MOI	71786	7/1/2020	1	10,386.78	WW/ANNUAL INSTALLMENT PMT CRANE TRUCK PRINC	12 6180J 12
WM A MORTON & ANJA NOLTING MOI	71786	7/1/2020	2	2,402.95	WW/ANNUAL INSTALLMENT PMT CRANE TRUCK INT	12 6180H 12
				<u>12,789.73</u>		
<b>Accounts Payable Vendor Subtotal</b>				<b>802,079.60</b>		
Fire Department Accounts Payable Subtotal				7,703.70		
Facilities & Resources Accounts Payable Subtotal				14,136.95		
Administration Accounts Payable Subtotal				372,636.97		
Water Accounts Payable Subtotal				26,250.19		
Wastewater Accounts Payable Subtotal				51,002.83		
SWF Operations Accounts Payable Subtotal				330,348.96		
SWF Capital Accounts Payable Subtotal				-		
<b>Accounts Payable Vendor Subtotal</b>				<b>802,079.60</b>		
AMERITAS	6856	7/31/2020	1	3,850.20	DENTAL INSURANCE-YER	01 2150
AMERITAS	6856	7/31/2020	1	581.00	DENTAL INSURANCE-YER	01 2150
				<u>4,431.20</u>		
CAMBRIA COMMUNITY SERVICES DIS	6809	7/10/2020	1	1,240.00	MEDICAL REIMBURSEMNT	01 2171
CAMBRIA COMMUNITY SERVICES DIS	6809	7/10/2020	2	250.00	MEDICAL REIMBURSEMNT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	6809	7/10/2020	3	50.00	MEDICAL REIMBURSEMNT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	6809	7/10/2020	4	250.00	MEDICAL REIMBURSEMNT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	6809	7/10/2020	5	200.00	MEDICAL REIMBURSEMNT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	6809	7/10/2020	6	200.00	MEDICAL REIMBURSEMNT	12 5122 12
CAMBRIA COMMUNITY SERVICES DIS	6845	7/24/2020	1	1,240.00	MEDICAL REIMBURSEMENT	01 2171
CAMBRIA COMMUNITY SERVICES DIS	6845	7/24/2020	2	250.00	MEDICAL REIMBURSEMENT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	6845	7/24/2020	3	50.00	MEDICAL REIMBURSEMENT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	6845	7/24/2020	4	250.00	MEDICAL REIMBURSEMENT	01 5122 09

**CAMBRIA COMMUNITY SERVICES DISTRICT  
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VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
CAMBRIA COMMUNITY SERVICES DIS	6845	7/24/2020	5	200.00	MEDICAL REIMBURSEMENT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	6845	7/24/2020	6	200.00	MEDICAL REIMBURSEMENT	12 5122 12
				4,380.00		
CAMBRIA FIRE FIGHTERS LOCAL 46	6812	7/10/2020	1	240.00	DUES-FIRE IAFF	01 2160
CAMBRIA FIRE FIGHTERS LOCAL 46	6847	7/24/2020	1	240.00	DUES-FIRE IAFF	01 2160
				480.00		
CAMBRIA FIREFIGHTERS ASSN	6811	7/10/2020	1	130.78	RESERVE FIREFTR DUES	01 2160
EMPLOYMENT DEVELOPMENT DP	6810	7/10/2020	1	4,147.95	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	6810	7/10/2020	1	1,236.48	STATE INCOME TAX	01 2130
EMPLOYMENT DEVELOPMENT DP	6841	7/10/2020	1	9.22	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	6841	7/10/2020	1	89.00	STATE INCOME TAX	01 2130
EMPLOYMENT DEVELOPMENT DP	6846	7/24/2020	1	3,551.31	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	6846	7/24/2020	1	1,089.54	STATE INCOME TAX	01 2130
EMPLOYMENT DEVELOPMENT DP	6854	7/29/2020	1	93.07	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	6854	7/29/2020	1	14.10	STATE INCOME TAX	01 2130
				10,230.67		
ICMA-VNTGPT TRSFR AGT 457	6815	7/10/2020	1	3,682.74	457 YEE CONTRIBUTION	01 2141
ICMA-VNTGPT TRSFR AGT 457	6815	7/10/2020	1	1,000.00	457 YEE CONTRIBUTION	01 2141
ICMA-VNTGPT TRSFR AGT 457	6815	7/10/2020	1	100.00	457 YEE CONTRIBUTION	01 2141
ICMA-VNTGPT TRSFR AGT 457	6850	7/24/2020	1	4,334.84	457 YEE CONTRIBUTION	01 2141
ICMA-VNTGPT TRSFR AGT 457	6850	7/24/2020	1	900.00	457 YEE CONTRIBUTION	01 2141
				10,017.58		
IRS/FEDERAL PAYROLL TAXES	6814	7/10/2020	1	11,915.58	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	6814	7/10/2020	1	15,481.74	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6814	7/10/2020	1	3,620.70	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6842	7/10/2020	1	138.09	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	6842	7/10/2020	1	1,103.60	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6842	7/10/2020	1	258.16	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6849	7/24/2020	1	10,106.42	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	6849	7/24/2020	1	13,733.66	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6849	7/24/2020	1	3,211.90	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6855	7/29/2020	1	310.22	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	6855	7/29/2020	1	174.86	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6855	7/29/2020	1	40.90	FEDERAL INCOME TAX	01 2120
				60,095.83		
LINCOLN FINANCIAL GROUP	6857	7/31/2020	1	272.46	LIFE INSURANCE	01 2164
PERS HEALTH BENEFIT SERV	6859	7/31/2020	1	34,105.91	MEDICAL INSURANC-YER	01 2151
PERS HEALTH BENEFIT SERV	6859	7/31/2020	2	0.02	MEDICAL INSURANC-YER	01 5103 09
PERS HEALTH BENEFIT SERV	6859	7/31/2020	3	96.30	MEDICAL INSURANC-YER	01 5103 09
PERS HEALTH BENEFIT SERV	6859	7/31/2020	4	695.00	MEDICAL INSURANC-YER	01 5121 01
PERS HEALTH BENEFIT SERV	6859	7/31/2020	5	556.00	MEDICAL INSURANC-YER	01 5121 02
PERS HEALTH BENEFIT SERV	6859	7/31/2020	6	1,529.00	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	6859	7/31/2020	7	834.00	MEDICAL INSURANC-YER	11 5121 11
PERS HEALTH BENEFIT SERV	6859	7/31/2020	8	973.00	MEDICAL INSURANC-YER	12 5121 12
PERS HEALTH BENEFIT SERV	6859	7/31/2020	9	56.90	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	6859	7/31/2020	1	6,018.56	MEDICAL INSURANC-YER	01 2151
				44,864.69		
PERS RETIREMENT SYSTEM	6816	7/10/2020	1	0.03	PERS PAYROLL REMITTANCE	01 5109 09
PERS RETIREMENT SYSTEM	6816	7/10/2020	2	23,849.39	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	6816	7/10/2020	3	(0.20)	PERS PAYROLL REMITTANCE	01 5109 09
PERS RETIREMENT SYSTEM	6816	7/10/2020	4	-	PERS PAYROLL REMITTANCE	
PERS RETIREMENT SYSTEM	6843	7/10/2020	1	-	PERS PAYROLL REMITTANCE	01 5109 09

**CAMBRIA COMMUNITY SERVICES DISTRICT  
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<b>VENDOR</b>	<b>CHECK NO.</b>	<b>CHECK DATE</b>	<b>LINE NO.</b>	<b>LINE AMOUNT</b>	<b>DESCRIPTION</b>	<b>ACCOUNT NUMBER</b>
PERS RETIREMENT SYSTEM	6843	7/10/2020	2	499.87	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	6843	7/10/2020	3	(0.15)	PERS PAYROLL REMITTANCE	01 5109 09
PERS RETIREMENT SYSTEM	6851	7/24/2020	1	(0.02)	PERS PAYROLL REMITTANCE	01 5109 09
PERS RETIREMENT SYSTEM	6851	7/24/2020	2	22,597.47	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	6851	7/24/2020	3	0.02	PERS PAYROLL REMITTANCE	01 5109 09
PERS RETIREMENT SYSTEM	6858	7/31/2020	1	9,359.34	Unfunded Accrued Liab-SAF	01 5109 01
PERS RETIREMENT SYSTEM	6858	7/31/2020	1	10,049.03	Unfunded Accrued Liab-MIS	01 5109 09
PERS RETIREMENT SYSTEM	6858	7/31/2020	2	3,207.74	Unfunded Accrued Liab-MIS	01 5109 02
PERS RETIREMENT SYSTEM	6858	7/31/2020	3	6,216.77	Unfunded Accrued Liab-MIS	11 5109 11
PERS RETIREMENT SYSTEM	6858	7/31/2020	4	7,409.03	Unfunded Accrued Liab-MIS	12 5109 12
PERS RETIREMENT SYSTEM	6858	7/31/2020	5	1,504.52	Unfunded Accrued Liab-MIS	39 5109 25
PERS RETIREMENT SYSTEM	6858	7/31/2020	6	-	Unfunded Accrued Liab-MIS	
				84,692.84		
PPBI-DIRECT DEPOSIT	6813	7/10/2020	1	3,195.00	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	6813	7/10/2020	1	80,464.83	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	6848	7/24/2020	1	3,195.00	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	6848	7/24/2020	1	69,158.89	Direct Deposit Flat	01 2152
				156,013.72		
SEIU LOCAL 620	6817	7/10/2020	1	337.02	SEIU UNION DUES	01 2160
SEIU LOCAL 620	6852	7/24/2020	1	337.02	SEIU UNION DUES	01 2160
				674.04		
				<b>Payroll Payable Subtotal</b>	376,283.81	
<b>TOTAL DISBURSEMENTS FOR JULY 2020</b>					1,178,363.41	

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS SPECIAL MEETING MINUTES**  
Thursday, June 25, 2020 2:00 PM

**1. OPENING**

**A. Call to Order**

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

**B. Pledge of Allegiance**

President Farmer led the Pledge of Allegiance.

**C. Establishment of Quorum**

A quorum was established.

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

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

**D. Report from Closed Session**

District Counsel stated there was nothing to report.

**2. PUBLIC COMMENT ON AGENDA ITEMS**

**Public Comment:**

Arthur & Trudy Chapman, Cambria – (the Deputy District Clerk read the written comment into the record)

Bob & Alma Horvath, Cambria – (the Deputy District Clerk read the written comment into the record)

Chris Lewi, Cambria – (the Deputy District Clerk read the written comment into the record)

Al & Claudia Solomon, Cambria – (the Deputy District Clerk read the written comment into the record)

Frank Scozzari, Nipomo – (the Deputy District Clerk read the written comment into the record)

Greg & Linda Hunter, Cambria – (the Deputy District Clerk read the written comment into the record)

Karen Chrisman, Cambria – (the Deputy District Clerk read the written comment into the record)

Kelly Geisler, Cambria – (the Deputy District Clerk read the written comment into the record)

Kimberly Maston, Cambria – (the Deputy District Clerk read the written comment into the record)

Marshall & Iime Hamilton, Cambria – (the Deputy District Clerk read the written comment into the record)

Mary Maher, Cambria – (the Deputy District Clerk read the written comment into the record)

Ron & Donna Keck, Cambria – (the Deputy District Clerk read the written comment into the record)

Mel McColloch, Cambria – (the Deputy District Clerk read the written comment into the record)

Ronald & Elizabeth Swierk, Cambria – (the Deputy District Clerk read the written comment into the record)

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

Ginny & Gregory Aitkens, Cambria – (the Deputy District Clerk read the written comment into the record)

Mike Lyons, Cambria – (the Deputy District Clerk read the written comment into the record)

Mark Rochefort, Cambria – (the Deputy District Clerk read the written comment into the record)

Charlotte Reddish, Cambria – (the Deputy District Clerk read the written comment into the record)

Tom Gray, Cambria – (the Deputy District Clerk read the written comment into the record)

Tigg Morales – (the Deputy District Clerk read the written comment into the record)

Ted Siegler, Cambria – (the Deputy District Clerk read the written comment into the record)

Garth Kornreich, Cambria – (the Deputy District Clerk read the written comment into the record)

Paul Nugent, Cambria – (the Deputy District Clerk read the written comment into the record)

Elaine M. Gullotta, Virginia – (the Deputy District Clerk read the written comment into the record)

Gail Stevens, Cambria – (the Deputy District Clerk read the written comment into the record)

Robert Fountain, Cambria – (the Deputy District Clerk read the written comment into the record)

Debbie Black, Cambria – (the Deputy District Clerk read the written comment into the record)

Ted Key, Cambria

Mark Herrier, Cambria

Deryl Robinson

Crosby Swartz, Cambria – (submitted a written comment for the record)

Laura Swartz, Cambria – (submitted a written comment for the record)

Elizabeth Bettenhausen, Cambria (submitted a written comment for the record)

Tina Dickason, Cambria (submitted a written comment for the record)

Jim Bahringer, Cambria

Mary Webb for Greenspace, Cambria – (submitted a written comment for the record)

Mary Webb, Cambria – (submitted a written comment for the record)

Matthew Ortiz, Cambria

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

Leslie Richards, Cambria

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

- i. President's Report
- ii. Finance Committee's Report

- iii. Policy Committee's Report
- iv. Resources & Infrastructure Committee's Report
- v. Other Liaison Reports and Ad Hoc Committee Reports

The Board of Directors didn't discuss Board Member, Committee and Liaison Reports due to the Board members' discussions to not extend the meeting.

#### **4. REGULAR BUSINESS**

##### **A. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 32-2020 DECLARING A CONTINUED LOCAL EMERGENCY IN THE CAMBRIA COMMUNITY SERVICES DISTRICT DUE TO THE CORONAVIRUS PANDEMIC**

Mr. Weigold introduced the item and provided a summary.

Public Comment:

Director Rice moved to approve Resolution 32-2020 declaring a continued local emergency in the Cambria Community Services District due to the Coronavirus pandemic.

Vice President Steidel seconded the motion.

Motion Passed Unanimously Ayes – 5 (Steidel, Howell, Rice, Pierson, Farmer) Nays– 0 Absent – 0

##### **B. DISCUSSION REGARDING THE COASTAL DEVELOPMENT PERMIT PROGRESS AND DRAFT PROJECT DESCRIPTION FOR THE SUSTAINABLE WATER FACILITY**

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

The Board of Directors held an extensive discussion regarding this item.

The Board of Directors received the report from staff and reached concurrence to direct staff to proceed with the permit process.

Mr. Weigold stated he'll report updates to the Board in the General Manager's report and update the Board quarterly about where we stand in the process.

Director Pierson moved to continue the meeting to 5:15 p.m.

Vice President Steidel seconded the motion

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

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

President Farmer asked for any future agenda items.

Director Pierson would like to discuss the Budget Policy and establishing a reserve fund for the SWF.

Director Rice suggested we discuss the large issues that remain policy wise and which ones should be taken up by the Board.

**6. ADJOURN**

President Farmer adjourned the meeting at 4:58 p.m.

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

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
Thursday, July 16, 2020 2:00 PM

**1. OPENING**

**A. Call to Order**

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

**B. Pledge of Allegiance**

President Farmer led the Pledge of Allegiance.

**C. Establishment of Quorum**

A quorum was established.

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

Amanda Rice arrived at 2:15 p.m.

Staff present via Zoom: General Manager John F. Weigold, IV, District Counsel Timothy Carmel, Finance Manager Pamela Duffield, Facilities & Resources Supervisor Carlos Mendoza, Utilities Department Manager/District Engineer Ray Dienzo, Fire Captain Daniel McCrain, Fire Engineer Ryan Maloney, Fire Engineer Michael Burkey, Reserve Firefighter Tim Murdoch and Deputy District Clerk Haley Dodson.

**D. Report from Closed Session**

District Counsel reported the Board of Directors approved a mediator's settlement agreement in the Madrid vs. CCSD matter. The motion to approve the agreement was made by Director Pierson and seconded by Vice President Steidel and passed on a 3-2 vote, with Directors Rice and Howell voting no. The District agreed to restore accrued leave which the plaintiff will use beginning July 1, 2020 until her date of retirement on October 2, 2020. Her base pay will increase to \$99/hour for those three months. The District's insurer, the Special Districts Risk Management Authority will pay the plaintiff and her counsel the sum of \$130,000 dollars. The case will be dismissed with prejudice.

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

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

**2. ACKNOWLEDGEMENTS**

Mr. Weigold and the Board of Directors acknowledged the Fire Department and expressed the District's sincerest appreciation for their support and participation in helping to repair the Fire station after the catastrophic flood in February 2019.

Mr. Weigold and the Board of Directors acknowledged Harvey and Jennifer Smith, owners of Harvey's Honey Huts and Amy Ridway for supplying the District and Cambria's homeless

population with chemical toilets and handwashing stations. This included weekly cleaning and restocking of both units during the ongoing Coronavirus pandemic.

### **3. PUBLIC SAFETY**

#### **A. Sheriff Department's Report**

Commander Nelson was not available to provide a report but submitted a written report to the Deputy District Clerk.

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

Engineer Michael Burkey provided a summary on the Coronavirus pandemic and recent activities in Cambria.

### **4. COMMISSION REPORT**

#### **A. PROS Chairman's Report**

PROS Chairman Steve Kniffen provided a report.

### **5. PUBLIC COMMENT**

Public Comment:

Lori Slater, Cambria (the Deputy District Clerk read the written comment into the record)

Dave & Karen Pearson, Cambria (the Deputy District Clerk read the written comment into the record)

Faye Watson (the Deputy District Clerk read the written comment into the record)

Donald Archer, Cambria (the Deputy District Clerk read the written comment into the record)

Tina Dickason, Cambria

Shara Tatham

Juli Amodei

### **6. CONSENT AGENDA**

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

#### **B. CONSIDERATION TO ADOPT THE JUNE 11, 2020 AND JUNE 18, 2020 REGULAR MEETING MINUTES AND JUNE 25, 2020 AND JUNE 30, 2020 SPECIAL MEETING MINUTES**

#### **C. CONSIDERATION OF ADOPTION OF RESOLUTION 34-2020 AMENDING DISTRICT SIGNATORIES FOR MANAGEMENT OF LOCAL AGENCY INVESTMENT FUND (LAIF) MONIES**

#### **D. CONSIDERATION OF ADOPTION OF RESOLUTION 35-2020 DECLARING A CONTINUED LOCAL EMERGENCY IN THE CAMBRIA COMMUNITY SERVICES DISTRICT DUE TO THE CORONAVIRUS PANDEMIC**

#### **E. CONSIDERATION OF ADOPTION OF RESOLUTION 36-2020 AMENDING THE DISTRICT SALARY SCHEDULE AND ESTABLISHING A PAY SCHEDULE FOR THE POSITIONS OF DEPUTY DISTRICT CLERK, ADMINISTRATIVE DEPARTMENT MANAGER AND RETIRED ANNUITANT**

- F. CONSIDERATION OF RE-APPROVAL OF AN ASSISTANCE BY HIRE AGREEMENT BETWEEN CAL FIRE SAN LUIS OBISPO UNIT AND CAMBRIA COMMUNITY SERVICES DISTRICT**
- G. CONSIDERATION OF APPROVAL OF GRANT APPLICATIONS FOR ELECTRIC VEHICLE CHARGING STATIONS**

Public Comment:

Christine Heinrichs, Cambria  
Elizabeth Bettenhausen, Cambria

Director Rice pulled 6D, 6G and the June 25, 2020 special meeting minutes.

Mrs. Dodson had a correction to the June 25, 2020 special meeting minutes. Tina Dickason and Elizabeth Bettenhausen both submitted written comments to include in the minutes.

The Board of Directors discussed the June 25, 2020 special meeting minutes and reached consensus to pull the minutes and bring back the corrected minutes at the next Board meeting.

Director Rice moved to adopt the June 11, 2020, June 18, 2020, and June 30, 2020 meeting minutes.

Director Pierson seconded the motion.

Motion Passed Unanimously Ayes – 5 (Steidel, Howell, Rice, Pierson, Farmer) Nays– 0 Absent – 0

Director Rice moved to approve the consent agenda items 6A, 6C, 6E and 6F.

Director Pierson seconded the motion.

Motion Passed Unanimously Ayes – 5 (Steidel, Howell, Rice, Pierson, Farmer) Nays– 0 Absent – 0

Director Rice moved to approve the consent agenda item 6D.

Director Howell seconded the motion.

Motion Passed Unanimously Ayes – 5 (Steidel, Howell, Rice, Pierson, Farmer) Nays– 0 Absent – 0

Public Comment:

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

Director Pierson moved to approve consent agenda item 6G and discuss how we go about grants at the next regular meeting.

Director Rice seconded the motion.

Director Howell offered an amendment that the District's grant policy will appear on the August agenda.

Director Pierson and Director Rice accepted the amendment.

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

**7. REGULAR BUSINESS**

**A. DISCUSSION AND CONSIDERATION OF DESIGNATION OF PUBLIC FORUM ON DISTRICT PROPERTY AND REASONABLE TIME PLACE AND MANNER RESTRICTIONS**

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

Director Howell moved to table this item indefinitely.

Director Pierson seconded the motion.

Public Comment:

Tina Dickason, Cambria

Motion Passed Unanimously Ayes – 5 (Steidel, Howell, Rice, Pierson, Farmer) Nays– 0 Absent – 0

**B. DISCUSSION AND CONSIDERATION OF ADOPTION OF A RESOLUTION AMENDING SECTION 9.4 OF THE BOARD OF DIRECTORS BYLAWS RELATING TO BOARD MEMBER PARTICIPATION IN STANDING COMMITTEE MEETINGS**

Mr. Weigold introduced the item and provided a summary.

Public Comment:

Tina Dickason, Cambria

Director Pierson moved to adopt a resolution amending Section 9.4 of the Board of Directors Bylaws relating to Board member participation in standing committee meetings.

Vice President Steidel seconded the motion.

Motion Passed Unanimously Ayes – 5 (Steidel, Howell, Rice, Pierson, Farmer) Nays– 0 Absent – 0

**C. DISCUSSION AND CONSIDERATION OF APPROVAL TO FORM AN AD HOC COMMITTEE TO ASSIST STAFF WITH THE PACIFIC GAS & ELECTRIC (PG&E) INVESTMENT GRADE AUDIT (IGA) PROGRAM**

Mr. Weigold introduced the item and provided a summary.

Public Comment:

Elizabeth Bettenhausen, Cambria

The Board of Directors took no action on this item.

The Board of Directors took a break at 4:18 p.m. and reconvened the meeting at 4:25 p.m.

Director Rice left the meeting at 4:19 p.m.

**8. MANAGER'S REPORT**

**A. General Manager Report**

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

**B. Finance Manager Report**

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

Public Comment:

Tina Dickason, Cambria

**C. Utilities Report**

Mr. Dienzo provided a summary of the Utilities Report.

Public Comment:

Tina Dickason, Cambria

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

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

President Farmer seconded the motion.

There was no vote on this motion.

Vice President Steidel moved to extend the meeting to 5:15 p.m.

Director Pierson seconded the motion.

There was no vote on this motion.

Director Howell moved to adjourn this meeting to Monday, July 20, 2020 at 10:00 a.m.

Director Pierson seconded the motion.

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

The Board of Directors did not discuss Board Member, Committee and Liaison Reports.

**A. President's Report**

**B. Finance Committee's Report**

**C. Policy Committee's Report**

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

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

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

The Board of Directors did not discuss future agenda items.

## **11. ADJOURN**

President Farmer adjourned the meeting at 5:00 p.m.

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

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS ADJOURNED REGULAR MEETING MINUTES**  
Monday, July 20, 2020 10:00 AM

**1. OPENING**

**A. Call to Order**

President Farmer called the meeting to order at 10:00 a.m.

**B. Pledge of Allegiance**

President Farmer read three quotes from John Lewis.

**C. Establishment of Quorum**

A quorum was established.

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

Directors absent: Amanda Rice

Staff present via Zoom: General Manager John F. Weigold, IV, District Counsel Timothy Carmel and Deputy District Clerk Haley Dodson.

**D. Report from Closed Session**

This item was discussed at the regular board meeting on July 16, 2020.

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

This item was discussed at the regular board meeting on July 16, 2020.

**2. ACKNOWLEDGEMENTS**

This item was discussed at the regular board meeting on July 16, 2020.

**3. PUBLIC SAFETY**

**A. Sheriff Department's Report**

This item was discussed at the regular board meeting on July 16, 2020.

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

This item was discussed at the regular board meeting on July 16, 2020.

**4. COMMISSION REPORT**

**A. PROS Chairman's Report**

This item was discussed at the regular board meeting on July 16, 2020.

**5. PUBLIC COMMENT**

This item was discussed at the regular board meeting on July 16, 2020.

**6. CONSENT AGENDA**

- A. CONSIDERATION TO ADOPT THE JUNE 2020 EXPENDITURE REPORT
- B. CONSIDERATION TO ADOPT THE JUNE 11, 2020 AND JUNE 18, 2020 REGULAR MEETING MINUTES AND JUNE 25, 2020 AND JUNE 30, 2020 SPECIAL MEETING MINUTES
- C. CONSIDERATION OF ADOPTION OF RESOLUTION 34-2020 AMENDING DISTRICT SIGNATORIES FOR MANAGEMENT OF LOCAL AGENCY INVESTMENT FUND (LAIF) MONIES
- D. CONSIDERATION OF ADOPTION OF RESOLUTION 35-2020 DECLARING A CONTINUED LOCAL EMERGENCY IN THE CAMBRIA COMMUNITY SERVICES DISTRICT DUE TO THE CORONAVIRUS PANDEMIC
- E. CONSIDERATION OF ADOPTION OF RESOLUTION 36-2020 AMENDING THE DISTRICT SALARY SCHEDULE AND ESTABLISHING A PAY SCHEDULE FOR THE POSITIONS OF DEPUTY DISTRICT CLERK, ADMINISTRATIVE DEPARTMENT MANAGER AND RETIRED ANNUITANT
- F. CONSIDERATION OF RE-APPROVAL OF AN ASSISTANCE BY HIRE AGREEMENT BETWEEN CAL FIRE SAN LUIS OBISPO UNIT AND CAMBRIA COMMUNITY SERVICES DISTRICT
- G. CONSIDERATION OF APPROVAL OF GRANT APPLICATIONS FOR ELECTRIC VEHICLE CHARGING STATIONS

This item was discussed at the regular board meeting on July 16, 2020.

**7. REGULAR BUSINESS**

- A. DISCUSSION AND CONSIDERATION OF DESIGNATION OF PUBLIC FORUM ON DISTRICT PROPERTY AND REASONABLE TIME PLACE AND MANNER RESTRICTIONS

This item was discussed at the regular board meeting on July 16, 2020.

- B. DISCUSSION AND CONSIDERATION OF ADOPTION OF A RESOLUTION AMENDING SECTION 9.4 OF THE BOARD OF DIRECTORS BYLAWS RELATING TO BOARD MEMBER PARTICIPATION IN STANDING COMMITTEE MEETINGS

This item was discussed at the regular board meeting on July 16, 2020.

- C. DISCUSSION AND CONSIDERATION OF APPROVAL TO FORM AN AD HOC COMMITTEE TO ASSIST STAFF WITH THE PACIFIC GAS & ELECTRIC (PG&E) INVESTMENT GRADE AUDIT (IGA) PROGRAM

This item was discussed at the regular board meeting on July 16, 2020.

## **8. MANAGER'S REPORT**

### **A. General Manager Report**

This item was discussed at the regular board meeting on July 16, 2020.

### **B. Finance Manager Report**

This item was discussed at the regular board meeting on July 16, 2020.

### **C. Utilities Report**

This item was discussed at the regular board meeting on July 16, 2020.

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

### **A. President's Report**

President Farmer reported on the June and July FFRP meetings. Carlos Mendoza reported on the fire breaks being finished, including removing debris and branches from trails and the wood chips were used for landscaping at the Vets Hall. There are new signs installed on the ranch. He reported on FFRP volunteer efforts and their new website. FFRP is looking for a new office location. FFRP received James Allen's report on assessing the health of the forest. He reported on the increasing number of bicycles on the Fiscalini Ranch and the recent fawn attack by a dog not on a leash. Dogs are always required to be on a leash and new signs have been posted on the ranch. He reported on the July Forest Committee meeting. Chief Hollingsworth gave a presentation on the weed abatement program. He reported on hazardous tree removal throughout Cambria and approval of the Schoolhouse Lane project approved by the Coastal Commission. A Cal State Humboldt graduate discussed grant funding. The Forest Committee needs a new director. He discussed the fire escape route and availability of water. He discussed the June 25, 2020 meeting regarding the coastal development permit and ongoing water conservation. He discussed the protests at the former location of the Cambria skate park. He discussed a peaceful protest in June.

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

Vice President Steidel reported that the Finance Committee reviewed the preliminary budget and passed a recommendation to the Board. The committee will meet this month to review the final budget which will be brought to the Board in August.

### **C. Policy Committee's Report**

Director Howell reported that the Policy Committee reviewed and passed recommendations to the Board on modifications to the Municipal Code regarding transfer of development credits and reimbursement of standing committee members' expenses. The committee will meet next week to hear a report on people experiencing homelessness policy, discussing who answers correspondence to the Board, discussing and considering policy for filling vacancies on the Board and discussing the records retention policy and email management issue. The committee is also working on the Purchasing Policy. He also reported on the recent Tyler Incode meeting.

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

Director Pierson reported on the recent Resources & Infrastructure Committee meeting. The committee reviewed the PG&E investment grade audit (IGA), established an ad hoc committee to assist staff with SST funding and began work on developing a CIP list for the general fund departments. The committee will start working on an Asset Management Policy. He reported on the recent Fire Safe Focus Group meeting and fire insurance. There will be a Wildfire Preparedness Day on October 10, 2020 from 10:00 a.m. to 1:00 p.m. at the Vets Hall, both inside and outside the building. Sweeping the Broom efforts are continuing and there are piles around Cambria that will be burned later. The Chipping Day was held on July 6<sup>th</sup> and 7<sup>th</sup> and there were 43 piles of fuel that were chipped. If there is a red flag day, the CERT team will be on fire patrol. If there is a public safety power shutoff, the CERT team will be around town looking for people to help. They continue to work on the evaluation plan. The Chief and Fire Safe Council applied for a FEMA grant to clean up the area between Tin City and the Middle School and they are still waiting to hear back. Meanwhile, they applied for a PG&E grant for fuel reduction in the Tin City area and were successful. In the next 3-4 months, they will be removing dead and dying trees and invasive plants. He suggested the public visit [alertwildfire.org](http://alertwildfire.org). He reported on two NCAC meetings. They discussed budget cuts, concern for more homeless due to COVID-19 and Peoples' Self-Help Housing was approved by the Coastal Commission. He reported on the recent FFRP. They discussed a Wind Farm off the coast. They are looking at closing off parking areas on Main Street for restaurant dining. Director Pierson submitted a written report to the Deputy District Clerk.

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

The Board of Directors reports are listed above.

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

President Farmer asked for any future agenda items.

Director Pierson requested a discussion about the skate park and other athletic and recreational opportunities in our community. He would also like to have a discussion on the Grant Policy. He requests the staff and General Manager submit a revised policy to the Board of Directors for review.

Director Howell requested discussing procedures for meeting cancellations and address having two meetings a month or going back to one meeting a month.

### **11. ADJOURN**

President Farmer adjourned the meeting at 11:07 a.m.

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

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **4.C.**

FROM: John F. Weigold IV, General Manager

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Meeting Date: August 20, 2020Subject: Consideration of Adoption of Resolution  
42-2020 Amending the List of  
Designated Positions Subject to the  
District's Conflict of Interest Code**RECOMMENDATIONS:**

Staff recommends that the Board of Directors consider adoption of Resolution 41-2020 to amend the list of designated positions subject to the CCSD's Conflict of Interest Code.

**FISCAL IMPACT:**

There is no fiscal impact associated with this agenda item.

**DISCUSSION:**

The CCSD has adopted the Fair Political Practices Commission's (FPPC) model Conflict of Interest Code. The Conflict of Interest Code (Code) includes a list of designated positions, which are positions that make or participate in the making of decisions that may foreseeably have a material effect on participants' financial interests, as defined in State law and FPPC regulations.

Government Code Section 87306(a) provides that agencies amend their Conflict of Interest Code as necessitated by changed circumstances, including the creation of new positions that need to be included in the Code. Amendments or revisions are then to be submitted to the Code reviewing body, which, pursuant to Government Code Section 82011, is the San Luis Obispo County Board of Supervisors.

There are two newly created positions and staff title changes, so it is appropriate to add them to the list of designated positions. Accordingly, staff is recommending that the Board of Directors adopt the attached Resolution, which will amend the CCSD's Conflict of Interest Code to revise the list of designated positions by adding the Wastewater Systems Superintendent and Water Systems Superintendent and revising the Administrative Services Officer/District Clerk and Facilities & Resources Officer titles.

Attachments: Resolution 41-2020

CCSD Conflict of Interest Code

Appendix A Designated Positions

Appendix B Disclosure Categories

RESOLUTION 41-2020  
August 20, 2020

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT  
AMENDING THE DISTRICT CONFLICT OF INTEREST CODE

WHEREAS, Government Code section 87300 requires each local public agency to adopt and promulgate a conflict of interest code pursuant to the Political Reform Act for the purpose of ensuring that agency officials subject to the statute disclose economic interests that might be involved in the making or in the participation of making decisions that may foreseeably have a material effect on each official's financial interests;

WHEREAS, Government Code Section 87307 authorizes a local public agency to amend its conflict of interest code at any time; and

WHEREAS, the District's existing conflict of interest code, as last amended by the Board through Resolution 03-2019 adopted on February 28, 2019, requires updating to designate new staff positions subject to the code's reporting requirements and amend the titles of existing designated positions.

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

1. The Conflict of Interest Code and Appendices attached hereto as Exhibit A and incorporated herein by this reference, are hereby adopted.
2. Designated employees and consultants shall file statements of economic interest on FPPC Form 700 with the Deputy District Clerk, who shall make the statements available for public inspection and copying upon request and, if required, file such statements with the designated official of San Luis Obispo County.
3. This Conflict of Interest Code shall not take effect until the San Luis Obispo County Board of Supervisors approves it in its capacity as code reviewing body under the Political Reform Act. The Deputy District Clerk is hereby authorized and directed to submit a certified copy of this Resolution to the Board of Supervisors and request approval of the Conflict of Interest Code.
4. After approval by the San Luis Obispo County Board of Supervisors, Exhibit A shall constitute the Conflict of Interest Code of the Cambria Community Services District in accordance with 2 CCR Section 18730(a).
5. This Resolution supersedes Resolution No. 03-2019 and other prior inconsistent resolutions.

PASSED AND ADOPTED by the Board of Directors of the Cambria Community Services District on August 20, 2020. by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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

ATTEST:

APPROVED AS TO FORM:

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

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

CAMBRIA COMMUNITY SERVICES DISTRICT  
CONFLICT OF INTEREST CODE

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, Section 18730 of Title 2 of the California Code of Regulations, which contains the terms of a standard conflict of interest code, which can be incorporated by reference in any agency's code. After public notice and hearing, Section 18730 may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of Section 18730 of Title 2 of the California Code of Regulations and any amendments to it adopted by the Fair Political Practices Commission are hereby incorporated by reference and will be applied in accordance with the provisions existing on the date that any issue arising under this code must be addressed. This cover page, the referenced and incorporated regulation, and the attached appendixes designating positions and establishing disclosure categories, shall constitute the conflict of interest code of the Cambria Community Services District.

Individuals holding designated positions shall file their statements of economic interests with the Cambria Community Services District, which will make the statements available for public inspection and reproduction in accordance with Government Code Section 81008. Statements for all designated employees will be retained by the District Clerk.

## APPENDIX A DESIGNATED POSITIONS

**Designated Positions.** The officers and employees listed below are designated as persons within the Cambria Community Services District who are deemed to make, or participate in the making of, decisions that may have a material effect on a financial interest. Persons holding designated positions listed below will disclose interests and investments in accordance with the corresponding disclosures categories as defined below.

<u>Designated Position</u>	<u>Assigned Disclosure Categories</u>
District Counsel	1,2
Assistant District Counsel	1,2
Utilities Department Manager/District Engineer	1,3
Fire Chief	1,3
Administration Department Manager	1,3
Strategic and Organizational Advisor	1,3
Facilities & Resources Supervisor	1,3
Water Systems Superintendent	1,3
Wastewater Systems Superintendent	1,3
Parks, Recreation & Open Space Commissioners	1,2
Members of Finance Committee	1,2
Members of Policy Committee	1,2
Members of Resources & Infrastructure Committee	1,2
Consultants**	

**Consultants.** “Consultant” means an individual who, pursuant to a contract with Cambria Community Services District, either: (A) Makes a governmental decision whether to: (1) approve a rate, rule or regulation; (2) adopt or enforce a law; (3) issue, deny, suspend or revoke any permit, license, application, certificate, approval, order or similar authorization or entitlement; (4) authorize the District to enter into, modify or renew a contract provided it is the type of contract that requires District approval; (5) grant District approval to a contract that requires District approval and to which the District is a party, or to the specifications for such a contract; (6) grant District approval to a plan, design, report, study or similar item; or (7) adopt or grant District approval of policies, standards or guidelines for the District, or for any subdivision thereof; or (B) Serves in a staff capacity with the District and in that capacity participates in making a governmental decision as defined in California Code of Regulations, Title 2, section 18702.2 or performs the same or substantially all the same duties for the District that would otherwise be performed by an individual holding a position specified in the District’s conflict of interest code under Government Code section 87302. (California Code of Regulations, Title 2, section 18701 (a)(2).)<sup>1</sup>

\*\* “Consultants” are included in the list of designated positions and must disclose interests and investments in accordance with the broadest disclosure category in the District’s conflict of interest code, subject to the following limitation: The General Manager may determine in writing that a particular consultant, although a “consultant” in a “designated position,” nevertheless is hired or retained to perform a range of duties that is limited in scope and therefore is not required to comply with all or some of the disclosure requirements described herein. The General Manager’s written determination will include a description of the consultant’s duties, and, based on that description, a statement of the extent of disclosure requirements. The written determination is a public record and will be retained for public inspection in the same manner and location as the District’s conflict of interest code as required by Government Code section 81008.

**Officials Who Manage Public Investments.** Officials who manage public investments are deemed to be “statutory filers” within the meaning of Government Code section 87200 and California Code of Regulations, Title 2, section 18720 because they must file statements of economic interest (FPPC Form 700) pursuant to the state Political Reform Act instead of the District’s conflict of interest code. As a result, such persons are not designated in this code and are listed here for information only. The District’s statutory filers are:

Board Members  
General Manager  
Finance Manager

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Government Code section 87200.

**New Position Added Without Code Revision.** If the District creates a new position that requires disclosure without simultaneously amending this code, the employee appointed to fill such a position will file a Form 700 assuming office statement and thereafter file an annual Form 700 disclosure of economic interest statement using the broadest disclosure category until the District amends the code to designate the position. Alternatively, the General Manager may designate for any such position or consultant narrower disclosure obligations using a FPPC Form 804 or Form 805 as appropriate. (See 2 C.C.R. section 18734.)

## **APPENDIX B DISCLOSURE CATEGORIES**

**Category 1:** All investments and business positions in business entities and income, including receipt of gifts, loans, and travel payments, from sources that are engaged in the performance of work or services of the type utilized by the District, or that manufacture, sell or provide supplies, machinery, services or equipment of the type utilized by the District.

**Category 2:** Interests in real property located in whole or in part within the District's jurisdiction or within two miles of any property owned or used by the District.

**Category 3:** Investments, business positions in business entities, and sources of income, including receipt of gifts, loans and travel payments, from entities that provide services and supplies of the type utilized by the designated position's department.

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.A.**FROM: John F. Weigold IV, General Manager  
Pamela Duffield, Finance Manager

Meeting Date: August 20, 2020

Subject: Public Hearing to Discuss and Consider  
Adoption of Resolution 42-2020  
Approving the Final CCSD Budget for  
Fiscal Year 2020/2021 and Reserve for  
Encumbrances Fiscal Year 2019/2020**RECOMMENDATIONS:**

Staff recommends the Board discuss and consider adoption of Resolution 42-2020 approving the CCSD Final Budget for FY 2020/2021, reserve for encumbrances of multi-year projects and contractual obligations and provide direction to staff as deemed appropriate.

**FISCAL IMPACT:**

The FY 2020/2021 Preliminary Budget was approved by the Board on June 18, 2020. The FY 2020/2021 Final Budget includes the same revenue projections, expenditure authorities, and changes to the General Fund, Water, SWF and Wastewater Fund balances as shown below:

The overall fiscal impact to the General Fund is a deficit of \$11,933 and is calculated as follows:

Fire	(\$114,878)
Facilities & Resources	(\$56,291)
Administration	\$158,877
PROS	\$359
Total	<u>(\$11,993)</u>

The overall fiscal impact to the Enterprise Funds is a surplus of \$470,978 and is calculated as follows:

Water	\$539,114
SWF	\$319,560
SWF-Capital	\$0
Wastewater	<u>(\$387,697)</u>
Total	\$470,978

In addition, the FY 2020/2021 Final Budget requests unexpended funds from FY 2019/2020 multi-year projects and contractual obligations be reserved for encumbrances in FY 2019/2020 and carried forward to FY 2020/2021. The reserve for encumbrances total \$1,099,073, which includes \$77,233 in General Funds and \$1,021,840 in Enterprise Funds.

**DISCUSSION:**

Adoption of a budget is one of the most important actions taken by the Board of Directors. It establishes the District's direction for the near term, and to some extent these decisions also have long term implications. The budget is the District's financial work plan, translated in

expenditures, supported by revenues. The budget establishes the priorities of the District for the fiscal year.

### FY 2020/2021 Final Budget

The Final Budget includes several components:

- Final Budget – The Preliminary Budget includes department and fund level summaries, detailed line items for all revenues, expenses and reserve for encumbrance requests.
- Salary Schedule – The updated salary schedule and associated Resolution 36-2020, dated July 16, 2020 is being included, due to establishing pay schedules for the positions of Deputy District Clerk, Administrative Department Manager and Retired Annuitant since the preliminary budget was approved.
- Organizational Charts – The organizational charts represent the current reporting structure of CCSD and the approved position changes which are funded in the final budget.
- Reserve Estimates – The reserve estimates are updated to reflect the actual revenues, expenses and reserve for encumbrances requests for FY 2019/2020.

The Finance Committee reviewed the final budget on July 28, 2020 and recommended approval to the Board by a 5-0 vote. Staff and the Finance Committee recommend approval of the FY 2020/2021 Final Budget and reserve for encumbrances through adoption of Resolution 42-2020.

Attachments: Resolution 42-2020

Attachment 1 – Reserve for Encumbrance Requests

Attachment 2 – CCSD Final Budget FY 2020/2021

**RESOLUTION 42-2020  
AUGUST 20, 2020**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT  
APPROVING THE FINAL CCSD BUDGET FOR FISCAL YEAR 2020/2021 AND  
RESERVE FOR ENCUMBRANCES FISCAL YEAR 2019/2020**

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

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

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

**NOW THEREFORE, BE IT RESOLVED** that the Board of Directors has reviewed the Final CCSD Budget FY 2020/2021 for the period from July 1, 2020 through June 30, 2021, including the FY 2019-2020 reserve for encumbrances requests, and hereby finds that the Budget is a sound plan for financing and expenditure control of required CCSD operations and services, and said Budget is hereby approved.

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

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

On the motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, and the following roll call vote, to wit:

AYES:  
NAYS:  
ABSENT:

**PASSED AND ADOPTED** this 20<sup>th</sup> day of August, 2020.

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

ATTEST:

APPROVED AS TO FORM:

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

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

CAMBRIA COMMUNITY SERVICES DISTRICT  
 2020-2021 RESERVE FOR ENCUMBRANCE REQUESTS  
 RECOMMENDED TO CARRYFORWARD FROM FY 2019/2020 to 2020/2021

**Reserve for Encumbrance Requests**

<b>Fund</b>	<b>Purpose</b>	<b>Amount</b>
GF	Strategic Consultant	5,500
GF	Purchase of New Financial Software	71,733
GF	Funding from Reserves	(77,233)
	Fund Sub-Total	-
W	UWMP Consultant	71,729
W	Zone 2 to 7 Trans Main SR Creek Pedestrian Bridge	165,527
W	Water Meter Replacement	235,500
	SCADA Improvement Project	180,351
W	Funding from Reserves	(653,107)
	Fund Sub-Total	-
SWF-OP	2 Mo Operations - Unused in FY 2019-2020	173,000
SWF-OP	Funding from Reserves	(173,000)
	Fund Sub-Total	-
SWF-C	Section 7 ESA Consultation	80,592
SWF-C	Impoundment Basin Design Evaluation	4,802
SWF-C	UWMP Consultant	20,463
SWF-C	Funding from Reserves	(105,858)
	Fund Sub-Total	-
WW	Lift Station Improvements	89,875
WW	Funding from Reserves	(89,875)
	Fund Sub-Total	-
	Total	-

Fund Legend:

GF	General Fund
W	Water Fund
SWF-OP	Sustainable Water Facility - Operations
SWF-C	Sustainable Water Facility - Capital
WW	Wastewater Fund

# CAMBRIA COMMUNITY SERVICES DISTRICT



FISCAL YEAR 2020-2021

FINAL BUDGET

AUGUST 20, 2020

## GENERAL FUND SUMMARY


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





GENERAL FUND  
FIRE DEPARTMENT - 01





A	B	C	D	G	H	I	J	K	L
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b>								
2	<b>FUND LEVEL ANALYSIS</b>								
3	<b>FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01</b>								3%
4	ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01		ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020			2020/2021 FINAL BUDGET
5									6
8	<b>SOURCES OF FUNDS</b>								
9	<b>REVENUES</b>								
10	01 4127	Grant/Revenue: County SLO OES FF Radios			0	35,591		30,000	
11	01 4200	Interest Income		0	0	0		0	
12	01 4310	Property Tax	1,603,280	1,757,766	1,793,671		1,838,962		
13	01 4311	County Administrative Fee	(16,649)	(18,256)	(17,386)		(17,850)		
14	01 4335	Assessment-Fire	438,506	458,508	473,812		483,900		
15	01 4362	Insurance Reimbursement	0	11,069	37,564				
16	01 4370	Weed Abatement	6,388	39,610	36,530		18,000		
17	01 4373	Inspection Fee Revenue	12,524	8,656	7,556		14,500		
18	01 4390	Miscellaneous Revenue	10,113	348	511		0		
19	01 4610	Grants Revenue: SAFER	117,343	0	0		0		
20	01 4618	Grant/Revenue: Personnel Protection	0	0	0		0		
21	01 4625	Grant/Revenue: Federal Firefighters Radios		0	0		0		
22	01 4390	Reimbursement for Fuel Tank Repairs - CHCD		0	0		0		
23	01 4392	Sale of Equipment		0	3,425		0		
32				0					
33									
34		<b>Total Revenues</b>	<b>\$2,171,505</b>	<b>\$2,257,701</b>	<b>\$2,371,273</b>		<b>\$2,367,512</b>		
35		<b>OTHER SOURCES OF FUNDS</b>							
41				0					
42									
43		<b>Total Other Sources of Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>		
44		<b>Total Sources of Funds</b>	<b>\$2,171,505</b>	<b>\$2,257,701</b>	<b>\$2,371,273</b>		<b>\$2,367,512</b>		


A	B	C	D	G	H	I	J	K	L
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01								
2	3%								
3									
4	ACCOUNT NO.	GENERAL FUND (GF)		ACTUAL	(unaudited) ACTUAL	(unaudited) ACTUAL		2020/2021 FINAL BUDGET	
5		FIRE DEPARTMENT - 01		FY 2017/2018	FY 2018/2019	FY 2019/2020			
6									
7									
45	<b>USES OF FUNDS</b>								
47	<b>SALARIES &amp; WAGES</b>								
48	5000	Salary & Wages		697,414	585,574	602,761		716,343	
49	5010	Overtime		166,998	183,042	142,070		128,000	
50	5020	Standby		5,985	1,170	0		5,000	
51	5031	Reserve Firefighter Pay		101,501	118,737	117,515		148,133	
52	5040	Sick/Vacation Pay		67,868	59,583	67,201		0	
53	5050	Holiday Pay		37,588	29,677	33,061		0	
54		Reduction for "E" Step				0		0	
55		<b>Total Salaries &amp; Wages</b>		<b>\$1,077,354</b>	<b>\$977,784</b>	<b>\$962,607</b>		<b>\$997,476</b>	
56	<b>BENEFITS</b>								
57	5101	Uniform Allowance		1,625	2,500	2,500		2,500	
58	5102	Dental Insurance		14,236	12,470	13,652		13,570	
59	5103	Medical Insurance		132,959	114,086	125,498		137,844	
60	5105	Life Insurance		869	675	732		1,008	
61	5106	FICA		63,682	57,862	56,980		57,090	
62	5107	Medicare		15,315	13,955	13,687		14,537	
63	5108	Workers Compensation		31,461	31,938	35,075		52,672	
64	5109	PERS - Retirement		201,915	209,633	248,589		290,187	
65	5111	Payroll Tax Expense		0	0	(201)		0	
66	5112	UI Reim Benefit		0	0	909		0	
67	5120	Other Employee Benefits		850	2,550	2,600		2,600	
68	5121	Retirees Health		49,037	48,244	44,260		44,167	
69	5122	Medical Reimbursements - HRA		17,175	15,425	15,600		15,600	
71		<b>Total Benefits</b>		<b>\$529,124</b>	<b>\$509,339</b>	<b>\$559,882</b>		<b>\$631,775</b>	

A	B	C	D	G	H	I	J	K	L	
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01</b>								3%	
2										
3										
4	ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01		ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020		2020/2021 FINAL BUDGET		
72		<b>Total Personnel Services</b>		<b>\$1,606,478</b>	<b>\$1,487,123</b>	<b>\$1,522,490</b>		<b>\$1,629,251</b>		
73		<b>SERVICES &amp; SUPPLIES</b>								
74	6010	Ads-Legal/Other		292	1,129	946		419		
75	6011I	Public Information		218	0	1,341		1,381		
76	6011W	Public Information - Website		0	0	0		0		
77	6011W	Public Information - Website New Request				902		189		
78	6014	Public Events		377	0	0		0		
79	6031F	Maint & Repair Water Dept -Fire Hydrant		572	72	0		0		
80	6032S	M & R-Disposal of Sludge		0	0	0		0		
81	6033B	M&R Buildings		7,575	4,115	0		2,674		
82	6033F	M&R FD WTR Leak			19,548	2,347		0		
83	6033G	Maint & Repair - Grounds (formerly 6042)		0	934	10,561		261		
84	6033R	M & R - Ranch		0	0	190		0		
85	6036	M & R - Emergency		0	0	0		0		
86	6040	Maintenance & Repair - Equipment		2,851	2,626	0		846		
87		Maintenance & Repair - Equip - New Request				740		2,500		
88	6041L	Maint and Repair - Vehicles -- Licensed		28,517	18,252	32,249		29,042		
89	6042	Old M & R Bld/Grd		0	0	0		0		
90	6044	Computer/Copier /Printer Srvcs/Maint/Agree		1,980	2,287	4,101		4,868		
91	6045	Computer/Copier/Printer Supplies/Maint.		1,092	39	4,040		122		
92	6048	Security and Safety		485	516	1,766		2,046		
93	6048E	Safety - Medical		150	0	150		0		
94	6050	Office Supplies		2,610	3,387	2,037		1,255		
95	6051	Printing & Shipping		827	869	0		26		
96		Printing & Shipping - New Request				885		74		
97	6052	Bank Charges		11	0	39		40		
98	6053	Printing/Forms		912	315	0		0		

A	B	C	D	G	H	I	J	K	L
1	 <p><b>CAMBRIA COMMUNITY SERVICES DISTRICT</b>  <b>FUND LEVEL ANALYSIS</b>  <b>FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01</b></p>	3%							
2									
3									
4	ACCOUNT NO.	GENERAL FUND (GF)		ACTUAL	(unaudited) ACTUAL	(unaudited) ACTUAL		2020/2021 FINAL BUDGET	
5		FIRE DEPARTMENT - 01		FY 2017/2018	FY 2018/2019	FY 2019/2020			
6									
7									
99	6054	Membership -Dues , Publications & Books		6,236	5,211	315		7,877	
100	6054	Membership-Dues - New Request				5,848		123	
101	6055	Government Fees and Licenses		43,137	48,634	0		48,719	
102	6055	Image Trend - EMS			0	40,319		2,769	
103	6055	Image Trend - Fire				2,688		1,804	
105	6060C	Utilities Cell Phone		2,834	2,569	0		3,165	
106	6060E	Utilities Electricity		7,427	8,972	3,386		7,993	
107	6060G	Utilities Gas		2,169	2,862	7,805		2,815	
108	6060I	Utilities Internet Access		1,263	2,413	2,765		1,695	
109	6060P	Utilities Phone-Land Lines, Faxes, Alarms		4,251	5,188	3,149		6,026	
110	6060S	Utilities Sewer		1,143	1,277	5,851		1,414	
111	6060W	Utilities Water		1,797	1,966	1,570		2,088	
114	6080K	Prof Services-District Counsel		1,169	0	0		0	
115	6080L	Land Conservancy -Lot Inventory, Etc.		0	740	0		0	
116	6080M	Prof Services - Miscellaneous/Other		3,994	1,812	0		10,735	
117	6080T	Prof Services - Temporary		0	0	8,086		0	
118	6086	Outside Services		0	0	0		0	
119	6089	Emergency Medical Supplies		4,956	7,180	650		6,545	
120		Emergency Medical Supplies - New Request				10,184		455	
121	6090	Department Operating Supplies		17,701	16,657	20,226		17,757	
122	6093	Small Tools and Equipment		266	0	2,701		1,557	
123	6094	Clothing and Uniform		2,236	6,398	0		1,989	
124	6095	Office Furnishings & Equipment		919	129	1,448		0	
125	6096	Fuel -Gas and Diesel		18,227	21,075	0		21,812	
126	6098	OTS Grant		12	0	14,691		0	
127	6115	Meeting Expense		552	125	0		300	
128	6120A	Employee ALS Cert/Recruit Training		835	2,556	231		4,270	
129	6120E	Travel, Training, Seminars – Employees		25,429	18,381	3,109		15,000	

A	B	C	D	G	H	I	J	K	L
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01								3%
4	ACCOUNT NO.	GENERAL FUND (GF)		ACTUAL	(unaudited) ACTUAL	(unaudited) ACTUAL		2020/2021	
5		FIRE DEPARTMENT - 01		FY 2017/2018	FY 2018/2019	FY 2019/2020		FINAL BUDGET	
130	6120R	Training - Reimbursement		0	0	6,816		0	
131	6124	Employee Recognition		311	0	44		438	
132	6125	Employee Recruitment		5,392	1,451	319		0	
133	6125	Employee Recruitment - New Request				0		500	
134	6220A	Fire Dept - Aware/Eductn/CERT/Vol Progrm		1,626	1,288	0		0	
135	6220B	Fire Dept - SC BA Brthg Apts/Respry Test		535	4,775	0		0	
136	6220B	SBCA Flow Test - New Request				3,242		2,000	
137	6220D	Fire Dept Disaster Preparedness		5,495	2,398	0		2,000	
138	6220E	Fire Dept -EOC Upgrade		545	0	0		5,000	
139	6220F	Fire Dept Fr Haz Defensible Spc/Chipping		0	0	0		2,000	
140	6220H	Fire Dept - Haz Mat Phys		0	0	3,646		0	
141	6220P	Personal Protective Equipment		57,965	1,511	1,124		3,498	
142		Personal Protective Equipment - New Request				0		6,502	
143	6220R	FHRP Contract		15,405	29,356	0		30,000	
144	6220S	Fire Dept - Surf Rescue/NCOR Program		2,403	4,511	0		6,200	
145	6221	Public Education - New Request (Formerly 6220A)				2,995		2,500	
146		CERT - New Request (Formerly 6220A)				24,669		1,000	
147	6602	Transit Expense		0	0	1,287		1,325	
149		<b>Total Services &amp; Supplies</b>		<b>\$284,699</b>	<b>\$253,524</b>	<b>\$245,938</b>		<b>\$275,614</b>	
150		<b>CAPITAL OUTLAY</b>							
151	6170	Capital Asset-Install Radio in 5792		7,642	0	0			
152	6170B	Chief/Command Pickup (5 Year Lease)		39,132	0	0			
153	6170C	USAR Equipment (Urban Search & Res		0	0	0			
154	6170D	Image Trend Elite Project Management		0	0	0			
155	6170F	Zoll X Series EKG		0	34,575	0		0	
156	6170G	Command Vehicle Buildup		0	27,526	0		0	


A	B	C	D	G	H	I	J	K	L	
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01</b>							3%	
2										
3										
4	ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01		ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020		2020/2021 FINAL BUDGET		
5										
6										
7										
157	6170	Fuel Station Computer Replacement				0		0		
158	6170	Station Security Upgrade- Phase I of III				0		0		
159	6170	Radio System Upgrade- Phase I, Phase II				40,729		30,000		
160										
161										
162		<b>Total Capital Outlay</b>		\$46,774	\$62,101	\$40,729		\$30,000		
163		<b>DEBT SERVICE</b>								
164	2517	Principal on Fire Engine Lease/Purchase		118,749	121,455	124,394		127,319		
165	6190	Interest on Fire Engine Lease/Purchase		14,949	11,919	8,980		6,054		
166										
167		<b>Total Debt Service</b>		\$133,698	\$133,374	\$133,374		\$133,374		
168		<b>ADMINISTRATIVE COST ALLOCATION</b>								
169	6200	Allocated Overhead		321,704	394,335	369,954		414,152		
170										
171		<b>Total Administrative Cost Allocation</b>		\$321,704	\$394,335	\$369,954		\$414,152		
172		<b>Total Expenditures</b>		\$2,393,353	\$2,330,457	\$2,312,485		\$2,482,390		


A	B	C	D	G	H	I	J	K	L	
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>FIRE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 01</b>							3%	
2										
3										
4	ACCOUNT NO.	GENERAL FUND (GF) FIRE DEPARTMENT - 01	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET				
173										
174		<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(\$221,848)</b>	<b>(\$72,756)</b>	<b>\$58,789</b>			<b>(\$114,878)</b>		
175		<b>TRANSFERS &amp; ENCUMBRANCES</b>								
176	01 4625	Transfers In - From General Fund (Transfers Out)	112,082	0	0					
177		Encumbrances - Sources of Funding		27,320						
178		Encumbrances - (Designated Funds)		0						
179				0						
180										
181		<b>NET TRANSFERS &amp; ENCUMBRANCES</b>	<b>\$112,082</b>	<b>\$27,320</b>	<b>\$0</b>			<b>\$0</b>		
182		<b>RESERVES</b>								
183		Use of Reserves		0						
184		(Additions to Reserves)		0						
185		Other Adjustments		0	0					
186										
187		<b>RESERVES - INCREASE / (DECREASE)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			<b>\$0</b>		
188		<b>NET BUDGETARY SOURCES/USES</b>	<b>(\$109,766)</b>	<b>(\$45,436)</b>	<b>\$58,789</b>			<b>(\$114,878)</b>		
189										
190		<b>RESERVES</b>								
191		Beginning Reserves								
192		Operating Surplus / (Deficit)	<b>(\$221,848)</b>	<b>(\$72,756)</b>	<b>\$58,789</b>			<b>(\$114,878)</b>		
193		Transfers & Encumbrances	\$112,082	\$27,320	\$0			\$0		
194		<b>ENDING RESERVES</b>	<b>(\$109,766)</b>	<b>(\$45,436)</b>	<b>\$58,789</b>			<b>(\$114,878)</b>		


GENERAL FUND  
FACILITIES & RESOURCES DEPARTMENT – 02





A	B	C	D	G	H	I	J	K	L
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02</b>								3%
2									
3									
4	ACCOUNT NO.	GENERAL FUND (GF)		ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020		2020/2021 FINAL BUDGET	
5		FACILITIES & RESOURCES - 02							
6									
7									
8		<b>SOURCES OF FUNDS</b>							
9		<b>REVENUES</b>							
10	01 4130	Reimbursements - Fire Safe Council			0	32,463		0	
11	01 4200	Interest Income		0	0	0		0	
12	01 4310	Property Tax		598,132	655,724	671,552		689,177	
13	01 4311	County Administrative Fee		(1,691)	(2,469)	(2,144)		(2,300)	
14	01 4362	Insurance-Reimbursement		0	0	0		0	
15	01 4390	Misc Revenue		0	600	5,718		600	
16	01 4500	Veterans Hall Rental Fees		24,930	24,609	34,200		26,000	
17	01 4525	Veterans Hall Rents- Private Parties		0	500	0		500	
18	01 4560	Rent Banner Poles		100	100	0		200	
19	01 4570	Rent-Ranch Events		100	300	0		200	
20	01 4590	Veterans Hall Clean Fee		0	173	0		200	
21	01 4610	Grants/Misc.Rev (FFRP Homless Cleanup Contr)		0	0	0		0	
22	01 4619	Land Conservancy		3,000	0	0		3,000	
23					0			0	
24									
36		<b>Total Revenues</b>		<b>\$624,571</b>	<b>\$679,537</b>	<b>\$741,789</b>		<b>\$717,577</b>	
37		<b>OTHER SOURCES OF FUNDS</b>							
38		Loan Proceeds			18,500	0		40,000	
39					0				
45		<b>Total Other Sources of Funds</b>		<b>\$0</b>	<b>\$18,500</b>	<b>\$0</b>		<b>\$40,000</b>	
46		<b>Total Sources of Funds</b>		<b>\$624,571</b>	<b>\$698,037</b>	<b>\$741,789</b>		<b>\$757,577</b>	

A	B	C	D	G	H	I	J	K	L
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> 3%								
2	<b>FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02</b>								
3									
4	ACCOUNT NO.	GENERAL FUND (GF)		ACTUAL	(unaudited) ACTUAL	(unaudited) ACTUAL		2020/2021 FINAL BUDGET	
5		FACILITIES & RESOURCES - 02		FY 2017/2018	FY 2018/2019	FY 2019/2020			
6									
7									
47	<b>USES OF FUNDS</b>								
49	<b>SALARIES &amp; WAGES</b>								
50	5000	Salary & Wages		186,667	182,170	192,069		213,093	
51	5010	Overtime		9,461	6,600	11,185		7,500	
52	5040	Sick/Vacation Pay		14,586	16,761	15,012		0	
53	5050	Holiday Pay		10,152	9,292	10,595		0	
56		Reduction for "E" Step			0			(7,385)	
57		<b>Total Salaries &amp; Wages</b>		<b>\$220,866</b>	<b>\$214,823</b>	<b>\$228,861</b>		<b>\$213,208</b>	
58	<b>BENEFITS</b>								
59	5101	Uniform Allowance		725	1,200	800		1,200	
60	5102	Dental Insurance		5,387	5,376	4,005		3,800	
61	5103	Medical Insurance		49,114	47,517	43,902		46,282	
62	5105	Life Insurance		298	295	293		432	
63	5106	FICA		13,245	12,970	12,087		13,057	
64	5107	Medicare		3,097	3,033	2,827		3,262	
65	5108	Workers Compensation		7,009	7,808	7,745		13,139	
66	5109	PERS - Retirement		38,504	40,783	45,514		63,901	
67	5120	Other Employee Benefits		2,650	2,550	2,750		3,200	
68	5121	Retirees Health		20,207	19,206	19,824		24,184	
69	5122	Medical Reimbursements - HRA		5,175	5,075	3,900		4,800	
73		<b>Total Benefits</b>		<b>\$145,411</b>	<b>\$145,813</b>	<b>\$143,646</b>		<b>\$177,257</b>	
74		<b>Total Personnel Services</b>		<b>\$366,277</b>	<b>\$360,636</b>	<b>\$372,507</b>		<b>\$390,465</b>	
75	<b>SERVICES &amp; SUPPLIES</b>								

A	B	C	D	G	H	I	J	K	L
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>3%</b>							
2		<b>FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02</b>							
3		<b>GENERAL FUND (GF)</b>							
4		<b>FACILITIES &amp; RESOURCES - 02</b>							
ACCOUNT NO.		ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET				
76	6010	0	518	0	0				
77	6014	73	0	0	0				
78	6030	0	200	0	0				
79	6033B	7,258	5,533	12,266	10,808				
80	6033G	22,354	22,568	11,851	21,748				
81	6033E			23,082	25,409				
82				4,652	2,000				
83	6033G			0	0				
84	6033L	1,941	1,817	66,168	0				
85	6033R	49,897	45,832	0	52,895				
86	6033V	7,852	9,037	14,397	17,337				
87	6040	350	26	218	103				
88	6041L	3,395	2,597	947	1,198				
89	6041N	2,264	4,161	0	5,352				
90	6041N			10,796	0				
91	6045	0	1,785	0	254				
92	6048	0	622	2,450	0				
93	6050	0	0	0	66				
94	6053	93	0	48	0				
95	6055	135	337	0	186				
96	6058	0	0	149	0				
97	6059	0	0	0	0				
98	6060C	662	729	0	889				
99	6060E	20,423	20,757	811	19,371				
100	6060G	1,466	2,867	18,389	3,454				
101	6060I	4,443	5,519	2,899	4,634				


A	B	C	D	G	H	I	J	K	L
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> 3%								
2	<b>FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02</b>								
3									
4	<b>GENERAL FUND (GF)</b>								
5	<b>FACILITIES &amp; RESOURCES - 02</b>								
6									
7									
102	6060P	Utilities - Phone-Land Lines, Faxes, Alarms		1,294	830	5,138		703	
103	6060S	Utilities - Sewer		2,535	3,807	765		3,812	
104	6060W	Utilities - Water		4,019	5,719	3,891		6,586	
105	6070	Equipment Rental		165	0	7,120		720	
107	6080K	Professional Services - District Counsel		855	0	0		0	
108	6080M	Professional Services - Misc./Other		6,482	5,575	0		9,302	
109	6080T	Temporary Service - (2 Mos) New Request				7,229		8,000	
110	6090	Department Operating Supplies		11,956	11,917	13,859		13,049	
111	6091	Lab Tests		0	0	0		0	
112	6093	Small Tools and Equipment		4,920	3,384	3,606		4,120	
113	6094	Clothing and Uniform		490	1,119	1,617		2,221	
114	6096	Fuel - Gas and Diesel		6,691	10,579	11,830		14,652	
115	6115	Meeting Expenses		313	113	19		26	
116	6120E	Travel, Training, Seminars - Employees - New Request			0	500		2,000	
117	6125	Employee Recruitment		465	188	0		515	
146		<b>Total Services &amp; Supplies</b>		<b>\$162,791</b>	<b>\$168,137</b>	<b>\$225,223</b>		<b>\$231,410</b>	
147		<b>CAPITAL OUTLAY</b>							
148	1470	Toro Dingo TX 1000			18,500	0		0	
149	6170	Mower			14,203	0		0	
154	6170	Capital Assets		9,154	0	0		0	
158		Trailer - Homeless Personal Property Storage						12,000	
159		F350 Truck - Replace 1999 F150 Truck						40,000	
160									
161									
162									
163		<b>Total Capital Outlay</b>		<b>\$9,154</b>	<b>\$32,703</b>	<b>\$0</b>		<b>\$52,000</b>	


A	B	C	D	G	H	I	J	K	L
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02</b>							3%
2									
3									
4	ACCOUNT NO.	GENERAL FUND (GF) FACILITIES & RESOURCES - 02		ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020		2020/2021 FINAL BUDGET	
164		<b>DEBT SERVICE</b>							
165		Budget Excess			0	0		0	
166	6180J	Loan Principal - John Deere		6,270	522	0		0	
167	6180J	Loan Principal - Ford (7mos)		6,352	6,740	7,152		4,373	
168	2520	Loan Principal - Western Fin (Toro)		-	2,265	3,507		3,646	
169	6180H	Interest Expense - Ford Motor (7mos)			905	493		87	
170	6180H	Interest Expense - Western Finance			556	571		432	
171	6180J	Loan Principal			0	0		0	
172	6180H	Interest Expense		1,293	0	0		0	
174									
175		<b>Total Debt Service</b>		<b>\$13,915</b>	<b>\$10,988</b>	<b>\$11,723</b>		<b>\$8,538</b>	
176		<b>ADMINISTRATIVE COST ALLOCATION</b>							
177	6200	Allocated Overhead		102,298	136,604	119,085		131,455	
178									
179		<b>Total Administrative Cost Allocation</b>		<b>\$102,298</b>	<b>\$136,604</b>	<b>\$119,085</b>		<b>\$131,455</b>	
180		<b>Total Expenditures</b>		<b>\$654,435</b>	<b>\$709,067</b>	<b>\$728,539</b>		<b>\$813,868</b>	


A	B	C	D	G	H	I	J	K	L	
1		CAMBRIA COMMUNITY SERVICES DISTRICT								
2		FUND LEVEL ANALYSIS								
3		FACILITIES AND RESOURCES - GENERAL FUND - 01, DEPARTMENT - 02							3%	
4	ACCOUNT NO.	GENERAL FUND (GF)		ACTUAL	(unaudited) ACTUAL	(unaudited) ACTUAL		2020/2021 FINAL BUDGET		
5		FACILITIES & RESOURCES - 02		FY 2017/2018	FY 2018/2019	FY 2019/2020				
7										
181		<b>OPERATING SURPLUS/(DEFICIT)</b>		<b>(\$29,864)</b>	<b>(\$11,030)</b>	<b>\$13,250</b>		<b>(\$56,291)</b>		
182		<b>TRANSFERS &amp; ENCUMBRANCES</b>								
183	01 4625	Transfers In - From General Fund		0	0					
184		(Transfers Out)								
185		Encumbrances - Sources of Funding								
186		Encumbrances - (Designated Funds)								
187										
188		<b>NET TRANSFERS &amp; ENCUMBRANCES</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>		
189		<b>RESERVES</b>								
190		Use of Reserves			0					
191		(Additions to Reserves)			0					
192		Other Adjustments			0					
193										
194										
195		<b>RESERVES - INCREASE / (DECREASE)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>		
196		<b>NET BUDGETARY SOURCES/USES</b>		<b>(\$29,864)</b>	<b>(\$11,030)</b>	<b>\$13,250</b>		<b>(\$56,291)</b>		
197										
198		<b>RESERVES</b>								
199		Beginning Reserves								
200		Operating Surplus / (Deficit)		<b>(\$29,864)</b>	<b>(\$11,030)</b>	<b>\$13,250</b>		<b>(\$56,291)</b>		
201		Transfers & Encumbrances		\$0	\$0	\$0		\$0		
202		<b>ENDING RESERVES</b>		<b>(\$29,864)</b>	<b>(\$11,030)</b>	<b>\$13,250</b>		<b>(\$56,291)</b>		

GENERAL FUND  
PARKS, RECREATION & OPEN SPACE  
DEPARTMENT – 16




A	B	C	D	G	H	I	J	K
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> PARKS, RECREATION & OPEN SPACE - GENERAL FUND - 01, DEPARTMENT - 16 3%							
2								
3								
4	ACCOUNT NO.	GENERAL FUND (GF) PROS DEPARTMENT - 16	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET		
5								
6								
7								
8	<b>SOURCES OF FUNDS</b>							
9		<b>REVENUES</b>						
10	01 4001	Franchise Fees	85,842	0	0			0
11	01 4310	Property Tax	150,754	45,989	48,707			49,911
12	01 4311	County Administrative Fee	(426)	(333)	(310)			(315)
13	01 4390	Miscellaneous Revenue	505	505	0			505
31				0				
32								
33		<b>Total Revenues</b>	<b>\$236,675</b>	<b>\$46,161</b>	<b>\$48,396</b>			<b>\$50,101</b>
34		<b>OTHER SOURCES OF FUNDS</b>						
38	01 4395	Proposition 1A Reserve	0	0				
39	01 4615	Reserve Transfer In	0	0				
43		<b>Total Other Sources of Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			<b>\$0</b>
44		<b>Total Sources of Funds</b>	<b>\$236,675</b>	<b>\$46,161</b>	<b>\$48,396</b>			<b>\$50,101</b>
45	<b>USES OF FUNDS</b>							
47		<b>SALARIES &amp; WAGES</b>						
48				0				
55		<b>Total Salaries &amp; Wages</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			<b>\$0</b>
56		<b>BENEFITS</b>						
57				0				
71		<b>Total Benefits</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			<b>\$0</b>

A	B	C	D	G	H	I	J	K	
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>PARKS, RECREATION &amp; OPEN SPACE - GENERAL FUND - 01, DEPARTMENT - 16</b>							3%
2									
3									
4	ACCOUNT NO.	GENERAL FUND (GF) PROS DEPARTMENT - 16	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET			
7									
72		Total Personnel Services	\$0	\$0	\$0	\$0		\$0	
73		SERVICES & SUPPLIES							
74	60111	Public Information - General	0	276	0			0	
75	6033P	M & R - Skate Park Repairs/Design			6,730			17,256	
76	6053	Printing Forms	0	1,144	1,000			1,030	
77	6115	Meeting Expense	163	0	0			0	
133	6080	Professional Svs - Grant Writer - New Request		0	0			3,000	
134									
135		Total Services & Supplies	\$163	\$1,419	\$7,730			\$21,286	
136		CAPITAL OUTLAY							
137			341,626	0	0			0	
138									
139									
144		Total Capital Outlay	\$341,626	\$0	\$0			\$0	
145		DEBT SERVICE							
146				0	0			0	
147									
148									
149		Total Debt Service	\$0	\$0	\$0			\$0	
150		ADMINISTRATIVE COST ALLOCATION							
151			49,513	32,532	25,798			28,456	
152									
153		Total Administrative Cost Allocation	\$49,513	\$32,532	\$25,798			\$28,456	
154		Total Expenditures	\$391,302	\$33,951	\$33,528			\$49,742	

A	B	C	D	G	H	I	J	K
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b>						
2		<b>FUND LEVEL ANALYSIS</b>						
3		<b>PARKS, RECREATION &amp; OPEN SPACE - GENERAL FUND - 01, DEPARTMENT - 16</b>						
4		<b>3%</b>						
4	<b>ACCOUNT NO.</b>	<b>GENERAL FUND (GF)</b>	<b>ACTUAL</b>	<b>(unaudited) ACTUAL</b>	<b>(unaudited) ACTUAL</b>	<b>(unaudited) ACTUAL</b>	<b>2020/2021 FINAL BUDGET</b>	
5		<b>PROS DEPARTMENT - 16</b>	<b>FY 2017/2018</b>	<b>FY 2018/2019</b>	<b>FY 2019/2020</b>	<b>FY 2019/2020</b>		
6								
7								
155								
156		<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(\$154,627)</b>	<b>\$12,210</b>	<b>\$14,869</b>	<b>\$14,869</b>	<b>\$359</b>	
157		<b>TRANSFERS &amp; ENCUMBRANCES</b>						
158	01.4625	Transfers In - From General Fund	0	0	0	0	0	0
159		(Transfers Out)		0	0	0	0	0
160		Encumbrances - Sources of Funding		0	0	0	0	0
161		Encumbrances - (Designated Funds)		0	0	0	0	0
162								
163		<b>NET TRANSFERS &amp; ENCUMBRANCES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
164		<b>RESERVES</b>						
165		Use of Reserves		0	0	0	0	0
166		(Additions to Reserves)		0	0	0	0	0
167		Other Adjustments		0	0	0	0	0
168								
169		<b>RESERVES - INCREASE / (DECREASE)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
170		<b>NET BUDGETARY SOURCES/USES</b>	<b>(\$154,627)</b>	<b>\$12,210</b>	<b>\$14,869</b>	<b>\$14,869</b>	<b>\$359</b>	
171								
172		<b>RESERVES</b>						
173		Beginning Reserves						
174		Operating Surplus / (Deficit)	<b>(\$154,627)</b>	\$12,210	\$14,869	\$14,869	\$359	
175		Transfers & Encumbrances	\$0	\$0	\$0	\$0	\$0	
176		<b>ENDING RESERVES</b>	<b>(\$154,627)</b>	<b>\$12,210</b>	<b>\$14,869</b>	<b>\$14,869</b>	<b>\$359</b>	


GENERAL FUND  
ADMINISTRATION DEPARTMENT – 09


A	B	C	D	G	H	I	J	K	L
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09</b>							
2									
3									
4	ACCOUNT NO.	GENERAL FUND (GF)	ADMINISTRATIVE DEPARTMENT - 09	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET		
5									
6									
7									
8	<b>SOURCES OF FUNDS</b>								
9				\$23,426	\$131,676	\$163,588	\$158,877		
10	Revenues			\$1,843,961	\$2,054,283	\$1,975,406	\$2,183,523		
11	Other Sources of Funds			\$1,867,387	\$2,185,959	\$2,138,994	\$2,342,400		
12	Total Sources of Funds								
13	<b>USES OF FUNDS</b>								
14				\$851,776	\$894,863	\$785,434	\$844,133		
15	Salaries & Wages			\$414,553	\$384,749	\$419,643	\$475,113		
16	Benefits			\$1,266,329	\$1,279,612	\$1,205,077	\$1,319,246		
17	Personnel Services			\$720,783	\$726,467	\$766,051	\$864,277		
18	Services & Supplies			\$45,282	\$48,483	\$4,277	\$0		
19	Capital Outlay			\$5,004	\$0	\$0	\$0		
20	Debt Service			\$0	\$0	\$0	\$0		
21	Administrative Cost Allocation								
22	Total Expenditures			\$2,037,398	\$2,054,562	\$1,975,406	\$2,183,523		
23	<b>OPERATING SURPLUS/(DEFICIT)</b>								
24				(\$170,011)	\$131,397	\$163,588	\$158,877		
39									
40	<b>RESERVES</b>								
41	Beginning Reserves			\$0	\$0	\$0	\$0		
42	Operating Surplus / (Deficit)			(\$170,011)	\$131,397	\$163,588	\$158,877		
43	Transfers & Encumbrances			\$0	(\$76,050)	(\$1,223)	\$77,273		
44	ENDING RESERVES			(\$170,011)	\$55,347	\$162,365	\$236,150		
45									

A	B	C	D	G	H	I	J	K	L	
1		CAMBRIA COMMUNITY SERVICES DISTRICT								
2		FUND LEVEL ANALYSIS								
3		ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09							3%	
4	ACCOUNT NO.	GENERAL FUND (GF)	ADMINISTRATIVE DEPARTMENT - 09	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020		2020/2021 FINAL BUDGET		
7		SOURCES OF FUNDS								
9		REVENUES								
10	01 4001	Franchise Fees		0	86,289	100,573		118,000		
11	01 4013	Vacation Rental Registration Fee		756	486	405		600		
13	01 4200	Interest Income		18,853	33,381	28,093		20,966		
14	01 4310	Property Tax-All		0	0	30,732		15,366		
15	01 4311	County Administrative Fee		0	0	0		0		
16	01 4385	Radio Vault Rent		2,400	2,400	2,400		2,400		
17	01 4389	Public Records Request		73	18	0		0		
18	01 4390	Miscellaneous Revenue		1,344	9,101	1,385		1,545		
19				0	0					
33		Total Revenues		\$23,426	\$131,676	\$163,588		\$158,877		
34		OTHER SOURCES OF FUNDS								
35		Allocated Administrative Overhead		1,843,961	2,054,283	1,975,406		2,183,523		
42		Total Other Sources of Funds		\$1,843,961	\$2,054,283	\$1,975,406		\$2,183,523		
43		Total Sources of Funds		\$1,867,387	\$2,185,959	\$2,138,994		\$2,342,400		
44		USES OF FUNDS								
46		SALARIES & WAGES								
47	5000	Salary & Wages		712,834	740,206	647,449		797,170		
48	5010	Overtime		13,704	12,677	9,136		20,000		
49	5030	Director's		31,800	30,200	32,800		36,000		
50	5040	Sick Leave/Vacation Pay		57,273	84,923	61,957		0		
51	5050	Holiday Pay		36,165	26,857	34,093		0		

A	B	C	D	G	H	I	J	K	L	
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b>	<b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09</b>							3%	
2		<b>GENERAL FUND (GF)</b>							<b>2020/2021</b>	<b>FINAL</b>
3		<b>ADMINISTRATIVE DEPARTMENT - 09</b>							<b>(unaudited)</b>	<b>BUDGET</b>
4	ACCOUNT NO.	GENERAL FUND (GF)	ADMINISTRATIVE DEPARTMENT - 09	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020				
5										
6										
7										
52			Reduction for "E" Step		0	0			(9,037)	
53										
54			<b>Total Salaries &amp; Wages</b>	<b>\$851,776</b>	<b>\$894,863</b>	<b>\$785,434</b>			<b>\$844,133</b>	
55			<b>BENEFITS</b>							
56	5102		Dental Insurance - Ameritas	8,597	9,380	9,355			9,390	
57	5103		Medical Insurance	96,490	76,123	61,016			73,252	
58	5105		Life Insurance	673	469	668			1,094	
59	5106		FICA	46,524	40,614	47,328			50,614	
60	5107		Medicare	12,364	12,856	11,331			12,537	
61	5108		Workers Compensation	4,912	6,432	6,617			4,604	
62	5109		Retirement-PERS	144,902	139,778	176,997			206,866	
63	5111		Payroll Tax Expense	0	18	(279)			0	
64	5112		Unemployment Insurance	0	3,067	7,166			0	
65	5120		Other Employee Benefits	18,843	9,783	10,670			11,480	
66	5121		Retirees Health	68,188	76,495	74,954			90,076	
67	5122		Medical Reimbursements - HRA	13,060	9,733	13,820			15,200	
72					0					
74			<b>Total Benefits</b>	<b>\$414,553</b>	<b>\$384,749</b>	<b>\$419,643</b>			<b>\$475,113</b>	
75			<b>Total Personnel Services</b>	<b>\$1,266,329</b>	<b>\$1,279,612</b>	<b>\$1,205,077</b>			<b>\$1,319,246</b>	
76			<b>SERVICES &amp; SUPPLIES</b>							
77	6010		Ads - Legal/Other	133	626	986			877	
78	60111		Public Information - General	1,841	2,347	2,052			903	
79			Public Information - Increase in Monthly Svs Fees	0	0	0			272	
80	6011W		Public Information - Website	47	5,802	3,203			2,981	
81	6013		Donations	0	0	0			0	
82	6014		Public Events	24	279	279			287	

A	B	C	D	G	H	I	J	K	L	
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b>	<b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09</b>								3%
2		<b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09</b>								
3		<b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09</b>								
4	<b>ACCOUNT</b>	<b>GENERAL FUND (GF)</b>	<b>ACTUAL</b>	<b>(unaudited) ACTUAL</b>	<b>(unaudited) ACTUAL</b>	<b>(unaudited) ACTUAL</b>	<b>2020/2021</b>	<b>FINAL</b>	<b>BUDGET</b>	
5	<b>NO.</b>	<b>ADMINISTRATIVE DEPARTMENT - 09</b>	<b>FY 2017/2018</b>	<b>FY 2018/2019</b>	<b>FY 2019/2020</b>	<b>FY 2019/2020</b>	<b>FY 2019/2020</b>	<b>FY 2019/2020</b>	<b>BUDGET</b>	
7										
83	6030	Insurance	89,057	111,908	129,809	129,809	172,477	172,477		
84	6033B	Maintenance & Repairs - Buildings	5,541	6,435	15,181	15,181	17,020	17,020		
85	6033G	Maintenance & Repairs - Grounds	1,316	3,100	2,284	2,284	2,306	2,306		
86	6033V	Maintenance & Repairs - Vet's Hall	0	0	0	0	0	0		
87	6041L	Maintenance & Repairs-Vehicles Licenses	4,899	445	218	218	270	270		
88	6044	Computer/Copier /Printer Srvc/MaintAgre	84,648	66,027	103,506	103,506	113,777	113,777		
96	6045	Computer/Copier/Printer Supplies/Upgrade	9,145	7,496	4,847	4,847	7,426	7,426		
97	6048	Security & Safety	252	504	869	869	798	798		
98	6048E	Safety-Med	0	450	32	32	39	39		
99	6050	Office Supplies	15,070	7,327	5,341	5,341	5,468	5,468		
100	6051	Postage & Shipping	3,138	3,931	1,745	1,745	1,750	1,750		
101	6052	Bank Charges	2,886	1,626	354	354	0	0		
102	6053	Printing/Forms	1,322	1,806	2,380	2,380	2,784	2,784		
103	6054	Membership -Dues , Publications & Books	14,010	13,643	8,326	8,326	10,291	10,291		
104	6055	Government Fees and Licenses	32,597	45,950	29,162	29,162	30,037	30,037		
105		LAFCO (15% reduction)	0	0	0	0	(3,800)	(3,800)		
106		Consolidated Election 2020 - New Request	0	0	0	0	11,000	11,000		
107		NeoGov - Performance License - New Request	0	0	0	0	3,874	3,874		
108		NeoGov - Learn License - New Request	0	0	0	0	5,165	5,165		
109		Neo Gov - One Time Setup - New Request	0	0	0	0	2,500	2,500		
110	6058	Cash Over (Short)	69	(24)	(31)	(31)	0	0		
111	6060C	Utilities Cell Phone	5,354	4,369	5,364	5,364	5,325	5,325		
112	6060E	Utilities Electricity	8,329	5,741	6,238	6,238	6,489	6,489		
113	6060G	Utilities Gas	510	220	205	205	232	232		
114	6060I	Utilities Internet Access	10,352	10,964	11,044	11,044	11,113	11,113		
115	6060P	Utilities Phone-Land Lines, Faxes, Alarms	6,380	6,160	6,785	6,785	7,543	7,543		
116	6060S	Utilities Sewer	352	396	482	482	494	494		
117	6060W	Utilities Water	160	178	242	242	234	234		
118	6070	Equipment Rental	376	502	502	502	620	620		

A	B	C	D	G	H	I	J	K	L
1		<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> 3%							
2		<b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09</b>							
3		<b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND (GF)</b>							
4	ACCOUNT	GENERAL FUND (GF)			(unaudited) ACTUAL		(unaudited) ACTUAL	2020/2021 FINAL BUDGET	
5	NO.	ADMINISTRATIVE DEPARTMENT - 09			FY 2017/2018	FY 2018/2019	FY 2019/2020		
7									
119	6075	Rental Expense Office Space	41,177	33,177	30,150	30,955			
120	6080A	Prof Services - Audit	8,250	2,500	14,750	14,678			
121	6080F	Prof Services - Finance	1,725	2,100	0	0			
122	6080K	Prof Services-District Counsel	175,574	149,310	188,728	202,047			
123	6080L	Prof Services-Legal	94,595	99,802	96,124	61,660			
124	6080M	Prof Services - Miscellaneous/Other	13,673	14,964	17,562	26,354			
125		Strategic Planning Consultant - New Request			0	7,500			
126	6080T	Professional Services - Temporary	22,263	65,248	23,938	30,000			
127	6086	Outside Non-Professional Services	31,411	25,713	24,376	23,183			
128	6088	Claims	0	0	0	0			
129	6090	Department Operating Supplies	2,275	1,006	1,870	2,107			
130	6094	Clothing/Uniforms	0	19	477	491			
131	6095	Office Furniture/Equipment	841	2,787	3,210	3,305			
132		Ergonomic Remodel - Front Desk New Request	0	0	0	1,500			
133		Ergonomic Remodel - FM Office New Request	0	0	0	2,000			
134		Ergonomic Remodel - GM Office New Request	0	0	0	1,700			
135		Video Conference Package - GM Office - New Request	0	0	0	5,500			
136		Cashiering Hardware (Tyler Impl) New Request	0	0	0	2,000			
137	6096	Fuel	0	614	190	235			
138	6115	Meeting Expenses	7,946	3,681	3,023	2,156			
139		Zoom for Remote Video Mtg 1Yr - New Request	0	0	0	4,800			

A	B	C	D	G	H	I	J	K	L
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b>	3%							
2		3%							
3		3%							
4	<b>ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09</b>								
5	<b>GENERAL FUND (GF)</b>								
6	<b>ADMINISTRATIVE DEPARTMENT - 09</b>								
7	<b>ACCOUNT NO.</b>		<b>ACTUAL FY 2017/2018</b>	<b>(unaudited) ACTUAL FY 2018/2019</b>	<b>(unaudited) ACTUAL FY 2019/2020</b>	<b>2020/2021 FINAL BUDGET</b>			
140	6120D	Travel, Training, Seminars – Directors	3,660	367	2,251	2,318			
141	6120E	Travel, Training, Seminars – Employees	14,122	9,824	9,811	9,689			
142	6120G	Training - LCW (Incl Library Subscription)	0	0	4,940	5,088			
143	6124	Employee Recognition	222	250	103	141			
144	6125	Employee Recruitment	5,241	6,898	3,144	4,318			
145				0		0			
160		<b>Total Services &amp; Supplies</b>	<b>\$720,783</b>	<b>\$726,467</b>	<b>\$766,051</b>	<b>\$864,277</b>			
161		<b>CAPITAL OUTLAY</b>							
162	6170I	Purchase Administrative Office		0	0				
163	6170	Purchase Administrative Software		32,742	4,277	0			
164		Purchase Fixed Asset Module			0	0			
165		Purchase Work Order Module			0	0			
166	6170	Remodel Administration Office		15,741	0	0			
167	6170	Capital Assets - Replace Servers	45,282	0					
168									
171		<b>Total Capital Outlay</b>	<b>\$45,282</b>	<b>\$48,483</b>	<b>\$4,277</b>	<b>\$0</b>			
172		<b>DEBT SERVICE</b>							
173	6180J	Loan Principal - Ford Fusion	4,835	0					
174	6180H	Interest Expense - Ford Fusion	169	0					
175									
176		<b>Total Debt Service</b>	<b>\$5,004</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			
177		<b>ADMINISTRATIVE COST ALLOCATION</b>							
178									
179									
180		<b>Total Administrative Cost Allocation</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			
181		<b>Total Expenditures</b>	<b>\$2,037,398</b>	<b>\$2,054,562</b>	<b>\$1,975,406</b>	<b>\$2,183,523</b>			

A	B	C	D	G	H	I	J	K	L	
1		CAMBRIA COMMUNITY SERVICES DISTRICT								
2	FUND LEVEL ANALYSIS									
3	ADMINISTRATIVE DEPARTMENT - GENERAL FUND - 01, DEPARTMENT - 09									
4	3%									
5	ACCOUNT	GENERAL FUND (GF)	ACTUAL	(unaudited) ACTUAL	(unaudited) ACTUAL	2020/2021				
6	NO.	ADMINISTRATIVE DEPARTMENT - 09	FY 2017/2018	FY 2018/2019	FY 2019/2020	FINAL				
7						BUDGET				
182										
183		OPERATING SURPLUS/(DEFICIT)	(\$170,011)	\$131,397	\$163,588	\$158,877				
184		TRANSFERS & ENCUMBRANCES								
185	01.4625	Transfers In - From General Fund	0	0	0					
186		(Transfers Out - To General Fund)								
187		Encumbrances - Sources of Funding		(76,050)	(77,273)	0				
188		Encumbrances - (Designated Funds)		0	76,050	77,273				
189										
190		NET TRANSFERS & ENCUMBRANCES	\$0	(\$76,050)	(\$1,223)	\$77,273				
191		RESERVES								
192		Use of Reserves		0	0					
193		(Additions to Reserves)		0	0					
194		Other Adjustments		0	0					
195										
196		RESERVES - INCREASE / (DECREASE)	\$0	\$0	\$0	\$0				
197		NET BUDGETARY SOURCES/USES	(\$170,011)	\$55,347	\$162,365	\$236,150				
198										
199		RESERVES								
200		Beginning Reserves								
201		Operating Surplus / (Deficit)	(\$170,011)	\$131,397	\$163,588	\$158,877				
202		Transfers & Encumbrances	\$0	(\$76,050)	(\$1,223)	\$77,273				
203		ENDING RESERVES	(\$170,011)	\$55,347	\$162,365	\$236,150				

**CAMBRIA COMMUNITY SERVICES DISTRICT  
ALLOCATION OF ADMINISTRATIVE OVERHEAD CALCULATION  
BOARD OF DIRECTORS - MEETING AUGUST 20, 2020  
FOR FISCAL YEAR 2020/2021 FINAL BUDGET**

"E" COSTS	AMOUNT TO ALLOCATE	FIRE		F&R		PROS		WATER		WASTE WATER		SWF- OPERATING		SWF- Capital		TOTAL CHECK
		16.7%	196	16.7%	196	16.7%	196	16.7%	196	16.7%	196	12.5%	147	4.2%	49	
ALLOCATION %	100.0%	16.7%	196	16.7%	196	16.7%	196	16.7%	196	16.7%	196	12.5%	147	4.2%	49	100.0%
Public Information-General	1,175	196		196		196		196		196		147		49		1,175
Public Information-Website	2,981	497		497		497		497		497		373		124		2,981
<b>TOTAL "E" COSTS ALLOCATED</b>	<b>4,156</b>	<b>693</b>		<b>693</b>		<b>693</b>		<b>693</b>		<b>693</b>		<b>520</b>		<b>173</b>		<b>4,156</b>
<b>"L" COSTS</b>	<b>AMOUNT TO ALLOCATE</b>	<b>FIRE</b>	<b>F&amp;R</b>	<b>PROS</b>	<b>WATER</b>	<b>WASTE WATER</b>	<b>SWF</b>	<b>TOTAL CHECK</b>								
ALLOCATION %	100.0%	17.0%	6.0%	1.2%	30.6%	25.2%	15.0%	100.0%								
Personnel Services	1,319,246	224,272	79,155	15,831	403,689	332,450	197,887	1,319,246								
Prof. Ser.-District Counsel	202,047	34,348	12,123	2,425	61,826	50,916	30,307	202,047								
Prof. Ser.-Legal	61,660	10,482	3,700	740	18,868	15,538	9,249	61,660								
Office Rent	30,955	5,262	1,857	371	9,472	7,801	4,643	30,955								
Travel, Training (EES & Directors)	17,095	2,906	1,026	205	5,231	4,308	2,564	17,095								
Meetings, Employee Recruitment	11,274	1,917	676	135	3,450	2,841	1,691	11,274								
<b>TOTAL "L" COSTS ALLOCATED</b>	<b>1,642,277</b>	<b>279,187</b>	<b>98,537</b>	<b>19,707</b>	<b>502,537</b>	<b>413,854</b>	<b>246,342</b>	<b>1,642,277</b>								
<b>"R" COSTS</b>	<b>AMOUNT TO ALLOCATE</b>	<b>FIRE</b>	<b>F&amp;R</b>	<b>PROS</b>	<b>WATER</b>	<b>WASTE WATER</b>	<b>SWF</b>	<b>TOTAL CHECK</b>								
ALLOCATION %	100.0%	25.0%	6.0%	1.5%	26.0%	26.0%	11.6%	100.0%								
All Other Costs	537,090	134,273	32,225	8,056	139,643	139,643	62,437	537,090								
<b>TOTAL "R" COSTS ALLOCATED</b>	<b>537,090</b>	<b>134,273</b>	<b>32,225</b>	<b>8,056</b>	<b>139,643</b>	<b>139,643</b>	<b>62,437</b>	<b>537,090</b>								
<b>TOTAL ALL COSTS ALLOCATED</b>	<b>2,183,523</b>	<b>414,152</b>	<b>131,455</b>	<b>28,456</b>	<b>642,873</b>	<b>554,190</b>	<b>309,298</b>	<b>2,183,523</b>								
<b>ALLOCATION per PROPOSED BUDGET</b>	<b>2,183,523</b>	<b>414,152</b>	<b>131,455</b>	<b>28,456</b>	<b>1,055,270</b>	<b>554,190</b>	<b>0</b>	<b>2,183,523 *</b>								
<b>INCREASE/(DECREASE)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(412,397)</b>	<b>-</b>	<b>309,298</b>	<b>-</b>	<b>103,099</b>	<b>-</b>	<b>103,099</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
																<b>DIFFERENCE</b>

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


## ENTERPRISE FUND SUMMARY

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




WATER FUND  
WATER DEPARTMENT – 11

A	B	C	G	H	I	J	K	L	Y	Z
1	2	3	4	5	6	7	8	9	10	11
ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 11	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE			
<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>WATER FUND - 11, DEPARTMENT - 11</b>										
<b>SOURCES OF FUNDS</b>										
10	Revenues	\$2,713,608	\$3,104,262	\$3,405,887	\$3,589,417	\$3,589,000	\$417			
11	Other Sources of Funds	\$0	\$74,871	\$0	\$0	\$0	\$0			
12	Total Sources of Funds	\$2,713,608	\$3,179,134	\$3,405,887	\$3,589,417	\$3,589,000	\$417			
<b>USES OF FUNDS</b>										
16	Salaries & Wages	\$541,578	\$475,681	\$489,678	\$537,612					
17	Benefits	\$281,470	\$269,502	\$279,261	\$350,814					
18	Personnel Services	\$823,048	\$745,183	\$768,939	\$888,426	\$1,100,000	\$211,574			
19	Services & Supplies	\$664,640	\$465,918	\$601,088	\$766,059	\$789,000	\$22,941			
20	Capital Outlay	\$0	\$169,330	\$98,269	\$314,000	\$700,000	\$386,000			
21	Debt Service	\$9,280	\$9,690	\$26,547	\$26,548	\$0	(\$26,548)			
22	Administrative Cost Allocation	\$909,348	\$585,742	\$959,801	\$1,055,270	\$983,000	(\$72,270)			
23	Total Expenditures	\$2,406,316	\$1,975,864	\$2,454,644	\$3,050,303	\$3,572,000	\$521,697			
24	OPERATING SURPLUS/(DEFICIT)	\$307,292	\$1,203,270	\$951,242	\$539,114	\$17,000	\$522,114			
<b>RESERVES</b>										
40	Beginning Reserves	0	0	0	0	0	0			
41	Operating Surplus / (Deficit)	\$307,292	\$1,203,270	\$951,242	\$539,114	17,000	522,114			
42	Transfers & Encumbrances	\$0	(\$175,965)	(\$529,383)	\$0	0	-			
43	ENDING RESERVES	\$307,292	\$1,027,305	\$421,859	\$539,114	\$17,000	\$522,114			

A	B	C	G	H	I	J	K	L	Y	Z
 CAMBRIA COMMUNITY SERVICES DISTRICT FUND LEVEL ANALYSIS WATER FUND - 11, DEPARTMENT - 11										
3%										
ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 11	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE			
<b>SOURCES OF FUNDS</b>										
<b>REVENUES</b>										
11 4000	Service Sales	2,354,809	2,681,464	3,080,614	3,145,667	3,177,000	(31,333)			
11 4007	Returned Ck Fee	905	815	750		0	0			
11 4008	Acct Setup/clse	8,291	4,586	5,313		0	0			
11 4009	Off Hours	0	0	0		0	0			
11 4010	Water Penalty	45,927	45,316	28,282		0	0			
11 4011	Serv/Disc/Recon	641	410	0		0	0			
11 4012	Meter Tampering	0	0	0		0	0			
11 4014	Water Serv Fees	16,349	6,317	15,838		0	0			
11 4023	Penalty/Surcharge	0	0	0		0	0			
11 4050	Administrative Fee Revenue	10,731	6,803	10,280		0	0			
11 4100	Connect Rev-SFR	11,632	0	0	10,000	0	10,000			
11 4101	Wait List Maintenance Fee	21,541	62,922	56,961	62,000	62,000	0			
11 4110	Remodel Impact Fees	38,307	61,395	31,427	70,000	70,000	0			
11 4120	Connect Rev-Com	0	0	0		0	0			
11 4122	Retrofit In-Lieu Fee	18,000	44,050	(7,551)		0	0			
11 4124	Assignment Fees	5,759	6,196	2,500	4,150	4,150	4,150			
11 4128	Admin Fees	0	0	0	70,000	70,000	0			
11 4130	Voluntary Lot Merger	0	0	0		0	0			
11 4311	County Administrative Fee	(7,890)	(7,800)	(7,800)		0	0			
11 4360	Standby Availability Charges	175,896	177,654	177,699	178,000	178,000	0			
11 4373	Inspection Fee Revenue	12,040	11,254	7,261	9,100	9,100	9,100			
11 4390	Miscellaneous Revenue	670	2,882	2,814	1,000	1,000	1,000			
11 4390	Water Conservation Grant - New Request	0	0	0	7,500	7,500	7,500			
11 4200	Interest Income	0	0	1,500	32,000	32,000	0			
	<b>Total Revenues</b>	<b>\$2,713,608</b>	<b>\$3,104,262</b>	<b>\$3,405,887</b>	<b>\$3,589,417</b>	<b>\$3,589,000</b>	<b>\$417</b>			
<b>OTHER SOURCES OF FUNDS</b>										
11 4397	Loan Proceeds - Dump Truck		74,871	0		0	0			
	<b>Total Other Sources of Funds</b>	<b>\$0</b>	<b>\$74,871</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			
	<b>Total Sources of Funds</b>	<b>\$2,713,608</b>	<b>\$3,179,134</b>	<b>\$3,405,887</b>	<b>\$3,589,417</b>	<b>\$3,589,000</b>	<b>\$417</b>			
<b>USES OF FUNDS</b>										

A	B	C	G	H	I	J	K	L	Y	Z	
ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 11	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE				
1	CAMBRIA COMMUNITY SERVICES DISTRICT										
2	FUND LEVEL ANALYSIS										
3	WATER FUND - 11, DEPARTMENT - 11										
4	3%										
48											
49	5000	Salary & Wages	410,935	355,560	392,633	542,900	0	(542,900)			
50	5010	Overtime	51,842	38,428	32,245	35,000	0	(35,000)			
51	5020	Standby	18,200	18,080	18,250	18,250	0	(18,250)			
52	5040	Sick/Vacation Pay	38,061	46,166	28,476	0	0	0			
53	5050	Holiday Pay	22,540	17,448	18,074	0	0	0			
54		Reduction for "E" Step		0		(58,538)	0	58,538			
55		Prop 218 Estimates									
56		<b>Total Salaries &amp; Wages</b>	<b>\$541,578</b>	<b>\$475,681</b>	<b>\$489,678</b>	<b>\$537,612</b>	<b>\$0</b>	<b>(\$537,612)</b>			
57		<b>BENEFITS</b>									
58	5101	Uniform Allowance	1,000	2,000	1,920	2,000	0	(2,000)			
59	5102	Dental Insurance	9,139	7,929	7,173	6,940	0	(6,940)			
60	5103	Medical Insurance	81,932	77,248	64,545	66,776	0	(66,776)			
61	5105	Life Insurance	549	534	568	958	0	(958)			
62	5106	FICA	31,720	26,624	30,062	35,815	0	(35,815)			
63	5107	Medicare	7,676	6,753	7,000	8,752	0	(8,752)			
64	5108	Workers Compensation	11,915	13,386	15,022	29,519	0	(29,519)			
65	5109	PERS - Retirement	94,364	89,563	90,015	123,546	0	(123,546)			
66	5120	Other Employee Benefits	1,988	1,564	2,192	5,450	0	(5,450)			
67	5121	Retirees Health	31,287	34,631	51,291	56,992	0	(56,992)			
68	5122	Medical Reimbursements - HRA	9,900	9,269	9,472	14,066	0	(14,066)			
69				0			0	0			
70		Prop. 218 Salaries and Benefits		0			906,000	906,000			
71		Prop. 218 Salaries and Benefits-Added Staff					194,000	194,000			
72		<b>Total Benefits</b>	<b>\$281,470</b>	<b>\$269,502</b>	<b>\$279,261</b>	<b>\$350,814</b>	<b>\$1,100,000</b>	<b>\$749,186</b>			
73		<b>Total Personnel Services</b>	<b>\$823,048</b>	<b>\$745,183</b>	<b>\$768,939</b>	<b>\$888,426</b>	<b>\$1,100,000</b>	<b>\$211,574</b>			
74		<b>SERVICES &amp; SUPPLIES</b>									
75	6010	Ads - Legal/Other	762	339	172	0	0	0			
76	6011	Public Information - General	844	0	1,545	2,121	0	(2,121)			
77	6030	Insurance (new dump truck)		0	0	0	0	0			
78	6031	Old M & R Lift Station	357	0	0	0	0	0			
79	6031D	Maintenance & Repairs	151,559	52,025	85,687	105,226	0	(105,226)			
80	6031F	Maintenance & Repairs - Fire Hydrants	825	39	446	3,090	0	(3,090)			
81	6031G	Maintenance & Repairs - Generators	0	835	530	1,547	0	(1,547)			
82	6031L	Maintenance & Repairs - Leimert Booster	544	833	0	1,030	0	(1,030)			

A	B	C	G	H	I	J	K	L	Y	Z
 <p><b>CAMBRIA COMMUNITY SERVICES DISTRICT</b>  <b>FUND LEVEL ANALYSIS</b>  <b>WATER FUND - 11, DEPARTMENT - 11</b></p>										
3%										
ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 11	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE			
83	Maintenance & Repairs - Water Meters	23,137	1,492	3,906	4,128	0	(4,128)			
84	Production Meter Testing - New Request				5,872		(5,872)			
85	Pumps	989	0	0	0	0	0			
86	Maintenance & Repairs - SR3 Well	2,590	3,267	6,050	8,309	0	(8,309)			
87	Maintenance & Repairs - SR4 Well/Filter	15,935	28,398	5,221	33,990	0	(33,990)			
88	Maint. & Repairs - Water Storage Tanks	9,421	3,433	3,276	4,430	0	(4,430)			
89	Annual Tank Inspection			9,124	9,398	0	(9,398)			
90	Annual Tank Maintenance & Rehab - New Request				46,172		(46,172)			
91	Maint. & Repairs -Water Treatment Systems	15,373	9,512	910	16,478	0	(16,478)			
92	Maint. & Repairs-Wtr.Values (Cord Pave)	1,464	0	180	3,090	0	(3,090)			
93	Maintenance & Repairs - Wells	12,895	15,942	12,132	2,754	0	(2,754)			
94	SS Well Field Dosing Lines & Analyzers			0	7,500	0	(7,500)			
95	Maint. & Repairs -Water Yard/Booster St.	3,117	600	1,267	2,575	0	(2,575)			
96	Maintenance	0	0	27	38	0	(38)			
97	M & R WW Disp Eff	0	0	0	0	0	0			
98	M & R WW Lift Station	0	0	0	0	0	0			
99	M & R WW Treatment	0	0	0	0	0	0			
100	Maintenance & Repairs - Buildings	1,244	3,129	10,221	10,371	0	(10,371)			
101	Paint Building			2,700	0		0			
102	Paint Office Building - New Request			0	10,000		(10,000)			
103	Maintenance & Repairs - Grounds	2,325	652	12,170	12,592	0	(12,592)			
104	Maintenance & Repairs- Emergency Events	1,844	0	34,838	10,300	0	(10,300)			
105	Maintenance & Repairs - SCADA	8,577	28,797	32,869	38,703	0	(38,703)			
106	Maintenance & Repairs - Equipment	2,424	73	107	147	0	(147)			
107	Maintenance & Repairs - Equipment - New Request				853		(853)			
108	Maintenance & Repairs - Vehicles Licenses	10,757	4,753	8,814	10,329	0	(10,329)			
109	Maint. & Repairs - Vehicles Non-Licensed	1,039	2,175	4,419	750	0	(750)			
110	Computer/Copier/Printer Services	585	564	0	422	0	(422)			
111	Computer/Copier/Printer Goods	2,068	3,560	536	4,770	0	(4,770)			
112	Reporting Software			263	2,060	0	(2,060)			
113	Replace 3 Computers			4,379	5,150	0	(5,150)			
114	Security & Safety	230	1,466	0	3,605	0	(3,605)			
115	Office Supplies	164	515	496	805	0	(805)			
116	Printing & Shipping	9,205	9,113	5,886	5,958	0	(5,958)			
117	Bank Charges	1	0	0	0	0	0			
118	Printing/Forms	5,607	3,064	3,144	3,036	0	(3,036)			
119	Membership Dues, Publications/Books	16,483	3,303	4,988	5,801	0	(5,801)			
120	Government Fees & Licenses	24,893	29,045	28,562	32,599	0	(32,599)			

A	B	C	G	H	I	J	K	L	Y	Z
1	2	3	4	5	6	7	8	9	10	11
ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 11	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	FINAL BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE			
121	6059	Bad Debt Expense	(48)	(8)	1	1	0	0	0	(1)
122	6060C	Utilities - Cell Phone	2,785	2,085	1,948	2,012	0	0	0	(2,012)
123	6060E	Utilities - Electricity	132,541	132,809	129,509	142,122	0	0	0	(142,122)
124	6060G	Utilities - Gas	0	0	0	0	0	0	0	0
125	6060I	Utilities - Internet	3,556	4,067	4,908	4,133	0	0	0	(4,133)
126	6060P	Utilities - Phone-Land Lines, Faxes, Alarms	5,699	4,755	5,578	5,125	0	0	0	(5,125)
127	6060S	Utilities - Sewer	1,079	1,196	2,980	3,402	0	0	0	(3,402)
128	6060W	Utilities - Water	0	0	0	0	0	0	0	0
129	6063	M & R Communications Equipment	1,848	0	17,336	2,575	0	0	0	(2,575)
130	6078	Land Lease - Well Site	38,624	40,150	41,504	42,749	0	0	0	(42,749)
131	6080E	Professional Services - Engineering	270	0	0	0	0	0	0	0
132	6080E	Urban Water Mgmt Plan	0	0	3,359	0	0	0	0	0
133	6080G	Professional Services - GIS Development	3,220	1,712	8,532	10,372	0	0	0	(10,372)
134	6080K	Professional Services - District Counsel	7,794	0	0	0	0	0	0	0
135	6080L	Land Conservancy - Lot Inventory, Etc.	21,157	2,655	0	0	0	0	0	0
136	6080M	Professional Services - Misc./Other	50,391	6,871	7,649	7,256	0	0	0	(7,256)
137		Professional Services - Misc./Other New Request			0	7,744	0	0	0	(7,744)
138		Water Use Efficiency Plan Update (moved from 6080E)				10,000	0	0	0	(10,000)
139	6080T	Professional Services - Temporary			701	962	0	0	0	(962)
140	6080V	Voluntary Lot Merger Program	12,715	6,418	3,311	8,499	0	0	0	(8,499)
141	6086	Outside Services	0	0	0	0	0	0	0	0
142	6089	Emergency Medical Supplies	0	89	0	92	0	0	0	(92)
143	6090	Department Operating Supplies	2,656	12,137	27,614	29,969	0	0	0	(29,969)
144	6090B	Sensor Cleaning	0	0	0	0	0	0	0	0
145	6091	Lab Tests	10,527	11,753	12,383	12,284	0	0	0	(12,284)
146	6091B	Operating Supplies	2,497	1,746	1,150	0	0	0	0	0
147	6091G	Calibration	5,028	1,500	9,197	9,421	0	0	0	(9,421)
148	6091H	Lab Testing	0	0	0	0	0	0	0	0
149	6092	Lab Supplies	0	0	1,929	2,649	0	0	0	(2,649)
150	6093	Small Tools and Equipment	4,105	5,456	2,864	557	0	0	0	(557)
151	6094	Clothing and Uniform	3,986	3,811	1,867	2,079	0	0	0	(2,079)
152	6095	Office Furniture	0	0	3,021	1,000	0	0	0	(1,000)
153	6096	Fuel - Gas and Diesel	17,323	11,224	13,214	13,285	0	0	0	(13,285)
154	6115	Meeting Expenses	0	242	192	124	0	0	0	(124)
155	6120E	Travel, Training, Seminars-Employees,	4,230	3,994	6,049	8,023	0	0	0	(8,023)
156	6125	Employee Recruitment	5,399	2,693	1,909	2,621	0	0	0	(2,621)
157	6610	Retrofit Program	0	0	17	0	0	0	0	0
158		Retrofit Program - Giveaways New Request	0	0	0	1,000	0	0	0	(1,000)

3%

CAMBRIA COMMUNITY SERVICES DISTRICT

FUND LEVEL ANALYSIS

WATER FUND - 11, DEPARTMENT - 11



A	B	C	G	H	I	J	K	L	Y	Z	
ACCOUNT NO.	WATER FUND WATER DEPARTMENT - 11	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE	3%			
159	6611	0	0	7,500	7,957	0	(7,957)				
160					7,500		(7,500)				
161					4,543		(4,543)				
162			0		0	789,000	789,000				
169						0	0				
170		\$664,640	\$465,918	\$601,088	\$766,059	\$789,000	\$22,941				
171											
174		0	0			0	0				
175				0	35,000	0	(35,000)				
176				0	0		0				
177			46,169	0		0	0				
178			22,557	0		0	0				
179			74,871	0		0	0				
180			2,241	2,230	50,000	0	(50,000)				
181			0	0		0	0				
182			0	500	97,000	0	(97,000)				
185			0	0	0	0	0				
186			23,492	25,965	0	0	0				
188				0	60,000		(60,000)				
191				50,449	0		0				
192				19,126	0		0				
193					10,000		(10,000)				
194					62,000		(62,000)				
195						700,000	700,000				
196			0								
199		\$0	\$169,330	\$98,269	\$314,000	\$700,000	\$386,000				
200											
201		8,363	8,659	8,726	9,158	0	(9,158)				
202		917	1,031	885	453	0	(453)				
203		0	0	0	0	0	0				
204		0	0	0	0	0	0				
205		0	0	13,754	14,339	0	(14,339)				
206		0	0	3,182	2,597	0	(2,597)				
207											
208		\$9,280	\$9,690	\$26,547	\$26,548	\$0	(\$26,548)				
209											

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





WATER FUND  
SWF OPERATIONS – 39  
SWF CAPITAL - 40



B	C	D	G	H	I	J	K	L	Y	Z
1	CAMBRIA COMMUNITY SERVICES DISTRICT									
2	FUND LEVEL ANALYSIS									
3	SUSTAINABLE WATER FACILITY - WATER FUND 39 - OPERATIONS DEPARTMENT - 25									
4	3%									
5	ACCOUNT NO.	WATER FUND SWF DEPARTMENT - 25	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE		
7	SOURCES OF FUNDS									
9	REVENUES									
10	39 4041	SWF Water Base	270,881	310,624	493,430	488,167	513,000	(24,833)		
11	39 4042	SWF Base Vac	24,011	27,550	0		0	0		
12	39 4043	SWF Base Com Ld	22,675	23,613	0		0	0		
13	39 4044	SWF Base Com Wt	51,850	48,642	0		0	0		
14	39 4051	SWF Water Usage	288,981	327,607	731,745	808,000	808,000	0		
15	39 4052	SWF Use Vac Rnt	26,228	28,112	0		0	0		
16	39 4053	SWF Use Com Ld	133,005	154,475	0		0	0		
17	39 4054	SWF Use Com Wtr	88,536	102,277	0		0	0		
22	39 4061	SWF Facil Resd	(2,434)	0			0	0		
23	39 4062	SWF Facil Vac R	0	0			0	0		
24	39 4063	SWF Facil Cm Ld	0	0			0	0		
25	39 4064	SWF Facil Cm Wt	0	0			0	0		
26	39 4200	Interest Income	8,675	1,582	353	6,180	0	6,180		
27				0			0	0		
37		Total Revenues	\$912,408	\$1,024,481	\$1,225,528	\$1,302,347	\$1,321,000	(\$18,653)		
38	OTHER SOURCES OF FUNDS									
44	39 4620	Grant Revenue - Capital	0	0			0	0		
46		Total Other Sources of Funds	\$0	\$0	\$0	\$0	\$0	\$0		
47		Total Sources of Funds	\$912,408	\$1,024,481	\$1,225,528	\$1,302,347	\$1,321,000	(\$18,653)		
48	USES OF FUNDS									
50	SALARIES & WAGES									
51	5000	Salary & Wages	6,200	69,655	71,016	128,411	0	(128,411)		
52	5010	Overtime	60	3,202	2,069	4,000	0	(4,000)		
53	5020	Standby	0	20	0	0	0	0		
54	5040	Sick/Vacation Pay	0	10,110	3,300	0	0	0		



	B	C	D	G	H	I	J	K	L	Y	Z
	CAMBRIA COMMUNITY SERVICES DISTRICT										
	FUND LEVEL ANALYSIS										
	SUSTAINABLE WATER FACILITY - WATER FUND 39 - OPERATIONS DEPARTMENT - 25										
	3%										
ACCOUNT NO.	WATER FUND SWF DEPARTMENT - 25			ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE		
55	5050			179	3,467	3,059	0	0	0	0	0
56						0	(13,027)				13,027
57					0					0	0
59				\$6,439	\$86,454	\$79,444	\$119,384	\$0			(\$119,384)
60											
61	5101			0	434	80	0	0	0	0	0
62	5102			212	2,971	1,414	1,369	0			(1,369)
63	5103			603	12,931	11,818	15,646	0			(15,646)
64	5105			2	84	87	171	0			(171)
65	5106			387	4,980	4,939	8,164	0			(8,164)
66	5107			91	1,247	1,155	1,954	0			(1,954)
67	5108			236	1,288	1,006	4,473	0			(4,473)
68	5109			850	13,167	26,330	28,249	0			(28,249)
69	5120			0	1,142	1,354	2,335	0			(2,335)
70	5122			0	406	699	1,547	0			(1,547)
71								0			0
72								271,000			271,000
75				\$2,381	\$38,650	\$48,881	\$63,908	\$271,000			\$207,092
76				\$8,820	\$125,104	\$128,325	\$183,292	\$271,000			\$87,708
77											
78	6031F			0	0	0	0	0			0
79	6031G			0	0	0	0	0			0
80	6031Z			115,387	10,129	0	0	0			0
81	6031			0	0	0	0	0			0
82	6033B			450	570	0	1,409	0			(1,409)
83	6033G			0	2,115	599	617	0			(617)
84	6033G					0	0	0			0
85							3,000	0			(3,000)
86	6033G					59,639	0	0			0
87	6036			16,253	20,437	4,150	4,275	0			(4,275)



CAMBRIA COMMUNITY SERVICES DISTRICT  
FUND LEVEL ANALYSIS

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

3%

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**FUND LEVEL ANALYSIS**  
**SUSTAINABLE WATER FACILITY - WATER FUND 39 - OPERATIONS DEPARTMENT - 25**      3%



ACCOUNT NO.	WATER FUND SWF DEPARTMENT - 25	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE
88	6041L Maintenance & Repairs - Vehicles Licenses	0	217	500	515	0	(515)
89	6044 Comp/Copier/Printer Services	0	167	1,048	1,079	0	(1,079)
90	6051 Postage & Shipping	32	1,612	0	0	0	0
91	6055 Government Fees & Licenses	44,790	41,316	30,739	31,661	0	(31,661)
92	6060C Utilities - Cell Phone	45	324	1,079	1,112	0	(1,112)
93	6060E Utilities - Electricity	48,518	14,050	7,830	8,065	0	(8,065)
94	6070 Equipment Rent	4,036	21,840	5,261	0	0	0
95	6070 Reduce Tank Rental to 3 Months			0	0	0	0
96	6080K Professional Services - District Counsel	23,816	0	0	0	0	0
97	6080L Professional Services - Legal	8,035	0	0	0	0	0
98	6080M Professional Services - Misc./Other	154,425	8,460	12,214	12,580	0	(12,580)
99	6086 Outside Services	0	18	0	0	0	0
100	6090 Department Operating Supplies	0	1,895	654	673	0	(673)
101	6090B Dept Oper Supplies - Add for Chemicals - New Request	0			3,000		(3,000)
102	6090B Sensor Cleaning	0	0	0	0	0	0
103	6091 Lab Tests	152,950	10,891	270	10,300	0	(10,300)
104	6091B Operating Supplies	7,567	473	162	0	0	0
105	6091E Baseline Biological Monitoring AMP - New Request	0	0	12,120	50,000	0	(50,000)
106	6091F Remote Monitoring	500	6,000	0	6,180	0	(6,180)
107	6091G Calibration	0	0	0	0	0	0
108	6091H Lab Testing	10,277	0	0	0	0	0
109	6092 Lab Supplies	574	1,981	0	0	0	0
110	6094 Clothing and Uniform	0	70	0	0	0	0
111	6095 Office Furniture			1,159	1,194	0	(1,194)
112	6096 Fuel - Gas and Diesel	0	4,153	3,190	3,286	0	(3,286)
113	6115 Meeting Expense	0	0	0	0	0	0
114	6120E Travel, Training, Seminars - Employees	0	454	368	1,123	0	(1,123)
115	6125 Employee Recruitment	700	0	0	0	0	0
116	6195 Vehicles	0	2,106	0	0	0	0
117	6829D Performance Bonds	71,649	71,649	0	0	0	0
118	6829M Financial Services	0	0	0	0	0	0
119	6829S EWS Environmental	22	0	0	0	0	0



**CAMBRIA COMMUNITY SERVICES DISTRICT  
FUND LEVEL ANALYSIS**

**SUSTAINABLE WATER FACILITY - WATER FUND 39 - OPERATIONS DEPARTMENT - 25**      3%

	B	C	D	G	H	I	J	K	L	Y	Z
	CAMBRIA COMMUNITY SERVICES DISTRICT										
	FUND LEVEL ANALYSIS										
	SUSTAINABLE WATER FACILITY - WATER FUND 39 - OPERATIONS DEPARTMENT - 25      3%										
ACCOUNT NO.	WATER FUND SWF DEPARTMENT - 25			ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE		
151					0			0		140,000	140,000
152											
154				\$660,026	\$220,928	\$140,981	\$140,069	\$140,000			(\$69)
155											
156	6170E			49,321	29,802	65,100	0	0		0	0
157					0		0			0	0
158					0					0	0
159											
164				\$49,321	\$29,802	\$65,100	\$0	\$0		\$0	\$0
165											
166	6195			22,599	0		0	0		0	0
167	6180P			326,893	340,465	354,604	369,327	0		0	(369,327)
168	6180I			332,533	318,959	304,822	290,098	0		0	(290,098)
169					0			710,000		710,000	
170											
171				\$682,025	\$659,424	\$659,426	659,425	\$710,000		\$50,575	
172											
173				0	298,221	0	0	0		0	0
174											
175				\$0	\$298,221	\$0	\$0	\$0		\$0	\$0
176				\$1,400,192	\$1,333,478	\$993,833	\$982,787	\$1,121,000		\$138,213	

**CAMBRIA COMMUNITY SERVICES DISTRICT**  
**FUND LEVEL ANALYSIS**  
**SUSTAINABLE WATER FACILITY - WATER FUND 39 - OPERATIONS DEPARTMENT - 25**      3%      89

ACCOUNT NO.	WATER FUND SWF DEPARTMENT - 25	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE
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177							
178	<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(\$487,784)</b>	<b>(\$308,997)</b>	<b>\$231,695</b>	<b>\$319,560</b>	<b>\$200,000</b>	<b>\$119,560</b>
179	<b>TRANSFERS &amp; ENCUMBRANCES</b>						
180	Transfers In - From General Fund	0	0			0	0
181	(Transfers Out)						0
182	Encumbrances - Sources of Funding		(5,198)				
183	Encumbrances - (Designated Funds)		0	5,198			
184							
185	<b>NET TRANSFERS &amp; ENCUMBRANCES</b>	<b>\$0</b>	<b>(\$5,198)</b>	<b>\$5,198</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
186	<b>RESERVES</b>						
187	Use of Reserves		0			0	0
188	(Additions to Reserves - 2 Month Operations)		0	(173,000)		(180,000)	0
189	2 Mo Ops, Not used FY 19/20, move to FY 20/21		0	173,000		0	(173,000)
190							
191	<b>RESERVES - INCREASE / (DECREASE)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$353,000)</b>	<b>(\$180,000)</b>	<b>(\$173,000)</b>
192	<b>NET BUDGETARY SOURCES/USES</b>	<b>(\$487,784)</b>	<b>(\$314,195)</b>	<b>\$236,893</b>	<b>(\$33,440)</b>	<b>\$20,000</b>	<b>(\$53,440)</b>
193							
194	<b>RESERVES</b>						
195	Beginning Reserves						
196	Operating Surplus / (Deficit)	(\$487,784)	(\$308,997)	\$231,695	(\$33,440)	\$20,000	(\$53,440)
197	Transfers & Encumbrances	\$0	(\$5,198)	\$5,198	\$0	\$0	\$0
198	<b>ENDING RESERVES</b>	<b>(\$487,784)</b>	<b>(\$314,195)</b>	<b>\$236,893</b>	<b>(\$33,440)</b>	<b>\$20,000</b>	<b>(\$53,440)</b>
199							

A	B	C	D	G	H	I	J	K	L	Y	Z
ACCOUNT NO.	WATER FUND SWF CAPITAL DEPARTMENT - 30	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE				
1	CAMBRIA COMMUNITY SERVICES DISTRICT										
2	FUND LEVEL ANALYSIS										
3	SUSTAINABLE WATER FACILITY - WATER FUND 40 - CAPITAL DEPARTMENT - 30										
8	SOURCES OF FUNDS										
10	Revenues	\$0	\$68,706	\$0	\$0	\$0	\$0				
11	Other Sources of Funds	\$0	\$0	\$0	\$0	\$0	\$0				
12	Total Sources of Funds	\$0	\$68,706	\$0	\$0	\$0	\$0				
13	USES OF FUNDS										
16	Salaries & Wages	\$0	\$0	\$0	\$0						
17	Benefits	\$0	\$0	\$0	\$0						
18	Personnel Services	\$0	\$0	\$0	\$0						
19	Services & Supplies	\$0	\$0	\$0	\$0						
20	Capital Outlay	\$0	\$137,878	\$202,335	\$0	\$50,000	\$50,000				
21	Debt Service	\$0	\$0	\$0	\$0	\$0	\$0				
22	Administrative Cost Allocation	\$0	\$89,162	\$0	\$0	\$0	\$0				
23	Total Expenditures	\$0	\$227,040	\$202,335	\$0	\$50,000	\$50,000				
24	OPERATING SURPLUS/(DEFICIT)										
39		\$0	(\$158,334)	(\$202,335)	\$0	(\$50,000)	\$50,000				
40	RESERVES										
41	Beginning Reserves	\$0	\$0	\$0	\$0	-	-				
42	Operating Surplus / (Deficit)	\$0	(\$158,334)	(\$202,335)	\$0	(50,000)	50,000				
43	Transfers & Encumbrances	\$0	(\$95,439)	(\$17,348)	\$0	0	0				
44	ENDING RESERVES	\$0	(\$253,773)	(\$219,682)	\$0	(\$50,000)	\$50,000				





**CAMBRIA COMMUNITY SERVICES DISTRICT  
FUND LEVEL ANALYSIS**

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

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

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



ACCOUNT NO.	WATER FUND SWF CAPITAL DEPARTMENT - 30	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE
135	<b>CAPITAL OUTLAY</b>						
136							
137	Interim SWF AMTP Off-Hauling Facilities		0	0			0
138	Impoundment Basin Design Evaluation		6,639	444			0
139	CIP Brackish Environmental		6,728	0			0
140	CIP Brackish Legal		100,941	138,608			0
141	CIP SWF Public Outreach		2,333	0			0
142	Section 7 ESA Consultation		21,236	31,281	0		0
149	Off Hauling / Secondary Containment		0	0	0		0
150	Increase in Off Hauling Estimate		0	0	0		0
151	Tank Purchase			27,563	0		0
152	Urban Water Mgmt Plan Update - CDP Portion			4,439	0		0
153							0
154	Prop 218 Estimates		0			50,000	50,000
155							
156	<b>Total Capital Outlay</b>	\$0	\$137,878	\$202,335	\$0	\$50,000	\$50,000
157	<b>DEBT SERVICE</b>						
158			0				0
159			0				0
160							
161	<b>Total Debt Service</b>	\$0	\$0	\$0	\$0	\$0	\$0
162	<b>ADMINISTRATIVE COST ALLOCATION</b>						
163	Administrative Cost Allocation - See Water Fund Beginning FY 2019/20		89,162	0	0	0	0
164							
165	<b>Total Administrative Cost Allocation</b>	\$0	\$89,162	\$0	\$0	\$0	\$0
166	<b>Total Expenditures</b>	\$0	\$227,040	\$202,335	\$0	\$50,000	\$50,000



**CAMBRIA COMMUNITY SERVICES DISTRICT  
FUND LEVEL ANALYSIS**

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

ACCOUNT NO.	WATER FUND SWF CAPITAL DEPARTMENT - 30	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE
167	<b>OPERATING SURPLUS/(DEFICIT)</b>	\$0	<b>(\$158,334)</b>	<b>(\$202,335)</b>	\$0	<b>(\$50,000)</b>	\$50,000
168	<b>TRANSFERS &amp; ENCUMBRANCES</b>						
169	Transfers In - From General Fund (Transfers Out)	0	0			0	0
170	Encumbrances - Sources of Funding		(95,439)	(105,858)		0	0
171	Encumbrances - (Designated Funds)		0	88,510		0	0
172	<b>NET TRANSFERS &amp; ENCUMBRANCES</b>	\$0	<b>(\$95,439)</b>	<b>(\$17,348)</b>	\$0	\$0	\$0
173	<b>RESERVES</b>						
174	Use of Reserves (Additions to Reserves)		0	0		0	0
175	Other Adjustments		0	0		0	0
176	<b>RESERVES - INCREASE / (DECREASE)</b>	\$0	\$0	\$0	\$0	\$0	\$0
177	<b>NET BUDGETARY SOURCES/USES</b>	\$0	<b>(\$253,773)</b>	<b>(\$219,682)</b>	\$0	<b>(\$50,000)</b>	\$50,000
178	<b>RESERVES</b>						
179	Beginning Reserves						
180	Operating Surplus / (Deficit)	\$0	<b>(\$158,334)</b>	<b>(\$202,335)</b>	\$0	<b>(\$50,000)</b>	\$50,000
181	Transfers & Encumbrances	\$0	<b>(\$95,439)</b>	<b>(\$17,348)</b>	\$0	\$0	\$0
182	<b>ENDING RESERVES</b>	\$0	<b>(\$253,773)</b>	<b>(\$219,682)</b>	\$0	<b>(\$50,000)</b>	\$50,000

WASTEWATER FUND  
WASTEWATER DEPARTMENT – 12



**CAMBRIA COMMUNITY SERVICES DISTRICT  
FUND LEVEL ANALYSIS**

**WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12**


ACCOUNT NO.	WASTEWATER FUND WASTEWATER DEPARTMENT - 12	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	2020/2021 FINAL BUDGET	2020/2021 PROP. 218 ESTIMATES	2020/2021 PROP. 218 VARIANCE
<b>SOURCES OF FUNDS</b>							
	Revenues	\$2,150,012	\$2,471,021	\$2,992,124	\$3,322,082	\$3,364,000	(\$41,918)
	Other Sources of Funds	\$0	\$56,540	\$0	\$0	\$0	\$0
	<b>Total Sources of Funds</b>	<b>\$2,150,012</b>	<b>\$2,527,561</b>	<b>\$2,992,124</b>	<b>\$3,322,082</b>	<b>\$3,364,000</b>	<b>(\$41,918)</b>
<b>USES OF FUNDS</b>							
	Salaries & Wages	\$464,418	\$436,297	\$503,699	\$649,946		
	Benefits	\$270,400	\$256,275	\$329,491	\$432,448		
	Personnel Services	\$734,818	\$692,572	\$833,190	\$1,082,394	\$1,122,000	\$39,606
	Services & Supplies	\$743,910	\$628,220	\$705,260	\$841,883	\$696,000	(\$145,883)
	Capital Outlay	\$117,278	\$277,551	\$329,648	\$875,404	\$800,000	(\$75,404)
	Debt Service	\$166,124	\$191,860	\$189,945	\$355,907	\$260,000	(\$95,907)
	Administrative Cost Allocation	\$461,098	\$517,687	\$500,769	\$554,190	\$498,000	(\$56,190)
	<b>Total Expenditures</b>	<b>\$2,223,228</b>	<b>\$2,307,889</b>	<b>\$2,558,811</b>	<b>\$3,709,779</b>	<b>\$3,376,000</b>	<b>(\$333,779)</b>
	<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>(\$73,216)</b>	<b>\$219,672</b>	<b>\$433,314</b>	<b>(\$387,697)</b>	<b>(\$12,000)</b>	<b>(\$375,697)</b>
<b>RESERVES</b>							
	Beginning Reserves	\$0	\$0	\$0	\$0	-	0
	Operating Surplus / (Deficit)	(\$73,216)	\$219,672	\$433,314	(\$387,697)	(12,000)	(375,697)
	Transfers & Encumbrances	\$0	\$0	(\$45,617)	\$0	-	-
	<b>ENDING RESERVES</b>	<b>(\$73,216)</b>	<b>\$219,672</b>	<b>\$387,697</b>	<b>(\$387,697)</b>	<b>(\$12,000)</b>	<b>(\$375,697)</b>



A	B	C	D	G	H	I	J	K	L	Y	Z	A6
<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12</b> 3%												
ACCOUNT NO.	WASTEWATER FUND	WASTEWATER DEPARTMENT - 12	ACTUAL	(unaudited) ACTUAL	(unaudited) ACTUAL	FY 2019/2020	FY 2020/2021	FINAL BUDGET	FY 2020/2021	PROP. 218 ESTIMATES	FY 2020/2021	PROP. 218 VARIANCE
			FY 2017/2018	FY 2018/2019	FY 2019/2020							
60	5105	Life Insurance	\$513	\$492	626	\$1,151						(1,151)
61	5106	FICA	\$27,731	\$26,214	32,377	\$42,378						(42,378)
62	5107	Medicare	\$6,590	\$6,213	7,572	\$10,276						(10,276)
63	5108	Workers Compensation	\$14,379	\$14,685	21,363	\$41,829						(41,829)
64	5109	PERS - Retirement	\$75,573	\$79,849	112,145	\$142,445						(142,445)
65	5112	Unemployment Insurance	\$4,950	\$6,751	0	\$0						0
66	5120	Other Employee Benefits	\$795	\$1,127	2,050	\$6,215						(6,215)
67	5121	Retirees Health	\$40,406	\$44,186	47,990	\$48,148						(48,148)
68	5122	Medical Reimbursements - HRA	\$9,965	\$9,024	11,829	\$13,787						(13,787)
69		Prop. 218 Salaries and Benefits		0						847,000		847,000
70		Prop. 218 Salaries and Benefits-Added Staff		0						275,000		275,000
72		<b>Total Benefits</b>	<b>\$270,400</b>	<b>\$256,275</b>	<b>\$329,491</b>	<b>\$432,448</b>				<b>\$1,122,000</b>		<b>\$689,552</b>
73		<b>Total Personnel Services</b>	<b>\$734,818</b>	<b>\$692,572</b>	<b>\$833,190</b>	<b>\$1,082,394</b>				<b>\$1,122,000</b>		<b>\$39,606</b>
74		<b>SERVICES &amp; SUPPLIES</b>										
75	6010	Ads - Legal/Other	\$592	\$542	\$172	\$0						0
76	6011	Public Information - General	\$0	\$0	\$0	\$0						0
77		Mailer - What Not to Flush - New Request	\$0	\$0	\$0	\$1,000						(1,000)
78	6030	Insurance	\$0	\$0	\$0	\$0						0
79	6031Z	Maintenance	\$0	\$0	\$0	\$0				260,000		260,000
80	6032C	M & R WW Collection System	\$1,862	\$448	\$6,414	\$4,275						(4,275)
81	6032D	M & R WW - Disposal Effluent	\$4,419	\$0	\$9,626	\$13,220						(13,220)
82	6032E	M & R WW - Easements	\$1,090	\$0	\$0	\$0						0
83	6032G	M & R Wastewater Generators	\$10,917	\$6,358	\$16,390	\$19,829						(19,829)
84	6032L	M & R Wastewater Lift Stations	\$44,435	\$34,263	\$18,915	\$25,910						(25,910)
85	6032M	M & R-WW Manhole Raising(Cord Paving)	\$29,919	\$10,848	\$40,952	\$42,078						(42,078)
86	6032P	M & R- Pumps	\$50	\$0	\$0	\$0						0
87	6032S	M & R- WW Disposal of Sludge	\$92,779	\$89,866	\$81,556	\$106,220						(106,220)
88	6032T	M & R-Wastewater Treatment Plant	\$46,278	\$43,385	\$25,894	\$58,013						(58,013)
89	6033B	Maintenance & Repairs - Buildings	\$7,425	\$8,527	\$13,530	\$12,506						(12,506)
90		Maintenance & Repairs - Paint Building			\$2,700	\$0						0
91		Maintenance & Repairs - Paint Office Building - New Request				\$20,000						(20,000)
92		Maintenance & Repairs - Roof Replacement - New Request				\$20,000						(20,000)

A	B	C	D	G	H	I	J	K	L	Y	Z	A
<b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> <b>WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12</b> 3%												
ACCOUNT NO.	WASTEWATER FUND	WASTEWATER DEPARTMENT - 12	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	FY 2020/2021 FINAL BUDGET	FY 2020/2021 PROP. 218 ESTIMATES	FY 2020/2021 PROP. 218 VARIANCE				
93	6033G	Maintenance & Repairs - Grounds	\$14,817	\$1,420	\$3,874	\$239		(239)				
94		Maintenance & Repairs - Grounds - New Request				\$10,000		(10,000)				
95	6035	Major Maintenance	\$0	\$0	\$0	\$0		0				
96	6035T	Major Maintenance-CCTV & Hydro Clean	\$0	\$0	\$0	\$0		0				
97	6036	M & R- Emergency Events	\$38,637	\$0	\$0	\$0		0				
98	6036T	Unplanned Maintenance	\$7,727	\$0	\$0	\$0		0				
99	6037	M & R- SCADA	\$0	\$5,269	\$9,964	\$6,969		(6,969)				
100		M&R - SCADA - Equipment New Request				\$3,000		(3,000)				
101	6040	M & R- Equipment	\$0	\$0	\$27	\$38		(38)				
102	6041L	Maintenance & Repairs - Vehicles Licenses	\$6,451	\$3,467	\$5,571	\$5,883		(5,883)				
103	6041N	Maint. & Repairs - Vehicles Non-Licensed	\$451	\$1,758	\$1,083	\$3,895		(3,895)				
104	6041V	Maint. & Repairs - Vehicles - Vactor	\$3,630	\$600	\$2,436	\$3,090		(3,090)				
105	6044	Computer Services	\$0	\$362	\$290	\$0		0				
106	6045	Computer/Copier/Printer/Supplies/Maint.	\$3,087	\$3,329	\$722	\$5,150		(5,150)				
107	6045	Replace Computers		\$0	\$8,724	\$6,180		(6,180)				
108	6048	Security & Safety	\$3,710	\$4,709	\$5,708	\$2,293		(2,293)				
109	6050	Office Supplies	\$5,691	\$4,105	\$3,984	\$3,611		(3,611)				
110	6051	Printing & Shipping	\$5,689	\$8,757	\$5,953	\$6,140		(6,140)				
111	6052	Bank Services	\$0	\$0	\$0	\$0		0				
112	6053	Printing/Forms	\$2,137	\$2,093	\$3,089	\$3,103		(3,103)				
113	6054	Membership Dues, Publications/Books	\$754	\$156	\$949	\$522		(522)				
114		Membership - Study Material New Employees - New Request				\$1,000		(1,000)				
115	6055	Government Fees & Licenses	\$83,129	\$89,255	\$100,865	\$101,975	98,000	(3,975)				
116	6055	SWPPP Update			\$3,750	\$2,000		(2,000)				
117	6055	Haz-Com Update			\$1,000	\$2,000		(2,000)				
118	6055	Fuel Storage Emergency Response Update			\$0	\$0		0				
119	6055	Odor Control Update			\$1,000	\$1,000		(1,000)				
120	6055	Operation Maint & Mgmt Program Update			\$0	\$4,000		(4,000)				
121	6060C	Utilities - Cell Phone	\$1,484	\$2,071	\$2,119	\$2,807		(2,807)				
122	6060E	Utilities - Electricity	\$199,902	\$233,703	\$241,802	\$254,787	234,000	(20,787)				
123	6060G	Utilities - Gas	\$1,138	\$1,128	\$1,960	\$1,710		(1,710)				
124	6060I	Utilities - Internet	\$5,367	\$5,977	\$7,211	\$6,295		(6,295)				
125	6060P	Utilities - Phone-Land Lines, Faxes, Alarms	\$6,033	\$7,913	\$7,587	\$7,337		(7,337)				

A	B	C	D	G	H	I	J	K	L	Y	Z
 <p><b>CAMBRIA COMMUNITY SERVICES DISTRICT</b>  <b>FUND LEVEL ANALYSIS</b>                      WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12                      3%</p>											
ACCOUNT NO.	WASTEWATER FUND	WASTEWATER DEPARTMENT - 12	ACTUAL FY 2017/2018	(unaudited) ACTUAL FY 2018/2019	(unaudited) ACTUAL FY 2019/2020	FY 2020/2021 FINAL BUDGET	FY 2020/2021 PROP. 218 ESTIMATES	FY 2020/2021 PROP. 218 VARIANCE			
126	6060W	Utilities - Water	\$5,299	\$1,475	\$2,829	\$1,814		(1,814)			
127	6063	M & R Communications Equipment	\$447	\$0	\$0	\$0		0			
128	6070	Equipment Rental	\$697	\$0	\$492	\$1,030		(1,030)			
129	6080	Professional Services - Engineering	\$407	\$0	\$0	\$0		0			
130	6080G	Professional Services - GIS Development	\$4,885	\$3,432	\$4,660	\$6,400		(6,400)			
131	6080K	Professional Services - District Counsel	\$3,743	\$0	\$0	\$0		0			
132	6080L	Land Conservancy - Lot Inventory, Etc.	\$0	\$0	\$0	\$0		0			
133	6080M	Professional Services - Misc./Other	\$19,527	\$5,616	\$7,445	\$8,390		(8,390)			
134	6086	Outside Services	\$28,721	\$2,333	\$0	\$0		0			
135	6089	Emergency & Medical Supplies	\$0	\$65	\$0	\$0		0			
136	6090	Department Operating Supplies	\$0	\$24	\$395	\$542		(542)			
137	6091	Lab Tests	\$28,002	\$21,470	\$25,852	\$25,750		(25,750)			
138	6091H	Lab Testing	\$0	\$0	\$0	\$0		0			
139	6092	Lab Supplies	\$2,348	\$3,047	\$3,134	\$2,833		(2,833)			
140	6093	Small Tools and Equipment	\$2,297	\$1,800	\$1,728	\$3,508		(3,508)			
141	6094	Clothing and Uniform	\$2,787	\$1,714	\$3,052	\$2,060		(2,060)			
142	6095	Office Furniture/Equipment	\$0	\$965	\$1,800	\$0		0			
143	6096	Fuel - Gas and Diesel	\$10,598	\$10,513	\$12,358	\$13,112		(13,112)			
144	6115	Meeting Expenses	\$0	\$212	\$192	\$118		(118)			
145	6120D	Travel, Training, Seminars-Directors	\$0	\$0	\$0	\$0		0			
146	6120E	Travel, Training, Seminars-Employees,	\$1,878	\$3,725	\$3,522	\$6,120		(6,120)			
147	6124	Employee Recognition	\$0	\$0	\$0	\$0		0			
148	6125	Employee Recruitment	\$2,674	\$1,523	\$1,983	\$2,133		(2,133)			
149		Prop 218 Other		0	0	0	104,000	104,000			
151		<b>Total Services &amp; Supplies</b>	<b>\$743,910</b>	<b>\$628,220</b>	<b>\$705,260</b>	<b>\$841,883</b>	<b>\$696,000</b>	<b>(\$145,883)</b>			
152		<b>CAPITAL OUTLAY</b>									
154		Security Improvements @ WWTP		\$0	\$0			0			
155		Replace 1996 F150 Rack Truck		0	0	\$15,000		(15,000)			
156		Capital Assets		0	24,193	\$0		0			
157	6170	WWTP Influent Screen Installation	\$0	\$0	\$0			0			
158	6170F	Hand Rails On Digesters	\$1,079	\$157,555	\$0			0			
159	6170F		\$0	\$5,383	\$11,617			0			

A	B	C	D	G	H	I	J	K	L	Y	Z	A
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b>											
2	<b>WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12</b> 3%											
3												
4												
5	<b>ACCOUNT NO.</b> <b>WASTEWATER FUND</b> <b>WASTEWATER DEPARTMENT - 12</b>											
6	<b>WASTEWATER DEPARTMENT - 12</b>											
7												
				<b>ACTUAL</b>	<b>(unaudited)</b>	<b>(unaudited)</b>	<b>ACTUAL</b>	<b>FINAL</b>	<b>FY 2020/2021</b>	<b>FY 2020/2021</b>	<b>FY 2020/2021</b>	
				<b>FY 2017/2018</b>	<b>FY 2018/2019</b>	<b>FY 2019/2020</b>	<b>FY 2019/2020</b>	<b>BUDGET</b>	<b>ESTIMATES</b>	<b>ESTIMATES</b>	<b>ESTIMATES</b>	<b>PROP. 218</b>
												<b>VARIANCE</b>
160	6170F	Hand Rails on Main Walkway/Pump		\$29,185	\$42,840	\$0	\$0					0
161	6170F	Screw screen Compactor With Auger		\$6,780	\$0	\$0	\$0					0
162	6170F	Effluent Pump		\$17,250	\$0	\$0	\$0					0
163	6170F	6" Pump		\$53,204	\$0	\$0	\$0					0
164	6170	Influent Station Improvements		\$9,780	\$0	\$0	\$0					0
165	6170	LSA-1 Control Panel Upgrade			\$15,232	\$31,251	\$31,251					0
166	6170	Crane Truck			\$56,540	\$0	\$0					0
167						\$0	\$0					0
168	6170	Wastewater SST - PG&E Turnkey				\$160,000	\$160,000	\$528,404				(528,404)
169	6170	Wastewater SST - PG&E Turnkey (ECM 7)				\$0	\$0	\$232,500				(232,500)
170	6170	Wastewater SST - PG&E Turnkey (ECM 8 Switch Gear)				\$0	\$0	\$99,500				(99,500)
171	6170	CIP - Priority #1 Projects (unallocated)				\$0	\$0	\$0				0
172	6170	Vactor Truck				\$0	\$0					0
173	6170	Video Camera System				\$73,465	\$73,465					0
174	6170	Lift Station Improvements				\$17,696	\$17,696					0
175	6170	Pump Replacement				\$11,425	\$11,425					0
176					0	0	0					0
177					0	0	0			800,000	800,000	800,000
178												
179		<b>Total Capital Outlay</b>		<b>\$117,278</b>	<b>\$277,551</b>	<b>\$329,648</b>	<b>\$329,648</b>	<b>\$875,404</b>	<b>\$800,000</b>	<b>\$800,000</b>	<b>\$800,000</b>	<b>(575,404)</b>
180		<b>DEBT SERVICE</b>										
181	2603	Loan Principal		\$118,000	\$128,000	\$132,000	\$132,000	\$136,000				(136,000)
182	6180C	Interest Expense		\$41,496	\$35,900	\$29,985	\$29,985	\$23,888				(23,888)
183	6180	Interest Expense - Interfund Loan		\$6,628	\$27,960	\$27,960	\$27,960	\$5,926				(5,926)
184	6180	Principal - Interfund Loan		\$0	\$0	\$0	\$0	\$96,817				(96,817)
185	6180J	Loan Principal-Muni Fin Ford Crane Trk		\$0	\$0	\$0	\$0	\$10,387				(10,387)
186	6180H	Interest Expense - Muni Fin Ford Crane Trk		\$0	\$0	\$0	\$0	\$2,403				(2,403)
187	6180J	Loan Principal-Muni Fin Vactor Trk		\$0	\$0	\$0	\$0	\$69,093				(69,093)
188	6180H	Interest Expense - Muni Fin Vactor Trk		\$0	\$0	\$0	\$0	\$11,394				(11,394)
189		Prop 218 Estimates			-			\$0		260,000	260,000	260,000
190												
191		<b>Total Debt Service</b>		<b>\$166,124</b>	<b>\$191,860</b>	<b>\$189,945</b>	<b>\$189,945</b>	<b>\$355,907</b>	<b>\$260,000</b>	<b>\$260,000</b>	<b>\$260,000</b>	<b>(595,907)</b>
192		<b>ADMINISTRATIVE COST ALLOCATION</b>										
193		Administrative Cost Allocation		461,098	517,687	500,769	500,769	\$554,190		498,000	498,000	(56,190)

A	B	C	D	G	H	I	J	K	L	Y	Z	A <sub>6</sub>
1	 <b>CAMBRIA COMMUNITY SERVICES DISTRICT</b> <b>FUND LEVEL ANALYSIS</b> WASTEWATER DEPARTMENT - FUND - 12, DEPARTMENT - 12											
2												
3												
4												
5												
6												
7												
15+												
195												
196												

3%

WASTEWATER FUND  
WASTEWATER DEPARTMENT - 12

(unaudited)  
ACTUAL  
FY 2019/2020

(unaudited)  
ACTUAL  
FY 2018/2019

ACTUAL  
FY 2017/2018

ACTUAL  
FY 2018/2019

(unaudited)  
ACTUAL  
FY 2019/2020

FY 2020/2021  
FINAL  
BUDGET

FY 2020/2021  
PROP. 218  
ESTIMATES

FY 2020/2021  
PROP. 218  
VARIANCE

Total Administrative Cost Allocation

Total Expenditures

\$461,098

\$2,223,228

\$517,687

\$2,307,889

\$500,769

\$3,709,779

\$498,000

\$3,376,000

(\$56,190)

(\$333,779)



## STAFFING INFORMATION

- SALARY SCHEDULE – FY 2020-2021 and RESOLUTION 36-2020 DATED JULY 16, 2020
  - POSITION ALLOCATION LISTING (PAL)
    - ORGANIZATIONAL CHARTS:
- FY 2019-2020 CURRENT & FY 2020-2021 FINAL

RESOLUTION 36-2020

July 16, 2020

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT  
AMENDING THE DISTRICT'S SALARY SCHEDULE AND  
ESTABLISHING A PAY SCHEDULE FOR THE  
POSITIONS OF DEPUTY DISTRICT CLERK, ADMINISTRATIVE  
DEPARTMENT MANAGER and RETIRED ANNUITANT

WHEREAS, the District is establishing pay schedules for the positions of Deputy District Clerk, Administrative Department Manager and Retired Annuitant; and

WHEREAS, CalPERS requires that pay amounts be established pursuant to publicly available schedules; and

WHEREAS, publicly available salary schedules are required to comply with California Code of Regulations (CCR) Section 570.5.

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

1. The revised Cambria Community Services District Salary Schedule, attached hereto as Exhibit A and incorporated herein by reference, is hereby approved.
2. In accordance with CalPERS regulation CCR §570.5, the pay rate and pay schedule for the positions of Deputy District Clerk, Administrative Department Manager and Retired Annuitant are included in Exhibit A.
3. This Resolution and the salaries contained in Exhibit A shall constitute a publicly available pay schedule as required by Government Code Section 20480. Pursuant to CCR §570.5, it shall be immediately accessible and available for public review during the District's normal business hours.
4. This pay schedule shall be effective immediately on the date of the adoption of this Resolution. This Resolution and the pay schedule contained herein shall be retained by the District in its official records on a permanent basis.

Resolution 36-2020 was adopted at a Regular Meeting of the Cambria Community Services District on July 16, 2020.

DocuSigned by:

*Harry Farmer*

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Harry Farmer  
President, Board of Directors

ATTEST:

DocuSigned by:

*Haley Dodson*

A0BEC1CB46041B3...

Haley Dodson  
Deputy District Clerk

APPROVED AS TO FORM:

DocuSigned by:

*Timothy Carmel*

504D10700A114E...

Timothy J. Carmel  
District Counsel

Exhibit A to Resolution 36-2020

CAMBRIA COMMUNITY SERVICES DISTRICT  
SALARY SCHEDULE  
FOR THE PERIOD JULY 1, 2020 THROUGH JUNE 30, 2021  
Updated JULY 16, 2020

POSITION TITLE	STEP A	STEP B	STEP C	STEP D	STEP E	10 YEARS SERVICE STEP E+5%	15 YEARS SERVICE STEP E+7.5%	20 YEARS SERVICE STEP E+10%
<b>SERVICE EMPLOYEES INTERNATIONAL UNION (ANNUAL AMOUNTS)</b>								
<b>Administration</b>								
Clerical Assistant	35,623	37,404	39,274	41,238	43,300	45,465	46,547	47,630
Administrative Technician I	42,491	44,615	46,846	49,188	51,648	54,230	55,521	56,812
Administrative Technician II	50,595	53,124	55,781	58,570	61,498	64,573	66,110	67,648
Administrative Technician III	61,459	64,532	67,758	71,146	74,703	78,439	80,306	82,174
Finance Specialist-Payroll/Benefits	61,459	64,532	67,758	71,146	74,703	78,439	80,306	82,174
<b>Facilities &amp; Resources</b>								
Maintenance Technician	45,557	47,835	50,227	52,738	55,375	58,144	59,529	60,913
<b>Water, SWF &amp; Wastewater Operations</b>								
Water Treatment OIT	45,330	47,597	49,977	52,476	55,099	57,854	59,232	60,609
Water Treatment Operator I	47,411	49,782	52,271	54,884	57,629	60,510	61,951	63,392
Water Treatment Operator II	53,708	56,393	59,213	62,174	65,282	68,546	70,178	71,810
Water Systems Operator T3/D2	60,840	63,882	67,076	70,430	73,951	77,649	79,497	81,346
Wastewater Collection System Worker	47,580	49,959	52,457	55,080	57,834	60,725	62,171	63,617
Wastewater Systems OIT	50,085	52,589	55,219	57,980	60,879	63,923	65,445	66,967
Wastewater Systems Operator I	52,646	55,279	58,043	60,945	63,992	67,192	68,792	70,391
Laboratory Technician	58,169	61,077	64,131	67,338	70,705	74,240	76,008	77,775
Wastewater Systems Operator II	59,341	62,308	65,423	68,694	72,129	75,736	77,539	79,342
Wastewater Systems Operator III	65,566	68,844	72,286	75,901	79,696	83,680	85,673	87,665
<b>CAMBRIA FIREFIGHTERS (IAFF LOCAL: 4635) (ANNUAL AMOUNTS)</b>								
Fire Captain	74,815	78,556	82,484	86,608	90,938	95,485	97,759	100,032
Fire Engineer	62,047	65,150	68,407	71,827	75,419	79,190	81,075	82,961
<b>CAMBRIA FIREFIGHTERS (IAFF LOCAL: 4635) (HOURLY AMOUNTS)</b>								
Firefighter (SAFER Grant)	13.65	14.33	15.05	15.80	16.59	N/A	N/A	N/A
<b>CAMBRIA RESERVE FIREFIGHTERS (HOURLY RATE: NO STEPS)</b>								
Reserve Recruit Firefighter **	13.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Firefighter **	13.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Fire Engineer **	14.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Lieutenant **	15.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>CAMBRIA EXEMPT EMPLOYEES (ANNUAL AMOUNTS)</b>								
Deputy District Clerk (Confidential)	63,804	66,994	70,344	73,861	77,554	N/A	N/A	N/A
Deputy District Clerk (Confidential)	66,994	70,344	73,861	77,554	81,432	N/A	N/A	N/A
Management Analyst	63,804	66,994	70,344	73,861	77,554	N/A	N/A	N/A
Facilities & Resources Supervisor	74,945	78,692	82,627	86,758	91,096	N/A	N/A	N/A
Program Manager	87,800	92,190	96,800	101,639	106,721	N/A	N/A	N/A
Water Systems Superintendent	98,724	103,660	108,843	114,285	120,000	N/A	N/A	N/A
Wastewater Systems Superintendent	98,724	103,660	108,843	114,285	120,000	N/A	N/A	N/A
Administrative Services Officer/District Clerk (Confidential)	111,572	117,151	123,008	129,159	135,616	N/A	N/A	N/A
Finance Manager	107,900	113,295	118,960	124,908	131,153	N/A	N/A	N/A
District Engineer/Utilities Department Manager	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
Fire Chief	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
Administrative Department Manager-(Confidential)	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
Administrative Department Manager (Confidential)	125,760	132,048	138,650	145,582	152,862	N/A	N/A	N/A
General Manager	170,000	170,000	170,000	170,000	170,000	N/A	N/A	N/A
<b>CAMBRIA EMPLOYEE (HOURLY RATE: NO STEPS)</b>								
Administrative Department Manager	99.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>CAMBRIA LIMITED TERM EMPLOYEE (HOURLY RATE: NO STEPS)</b>								
Strategic and Organizational Advisor *	99.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Retired Annuitant - District Engineer	70.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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

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

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

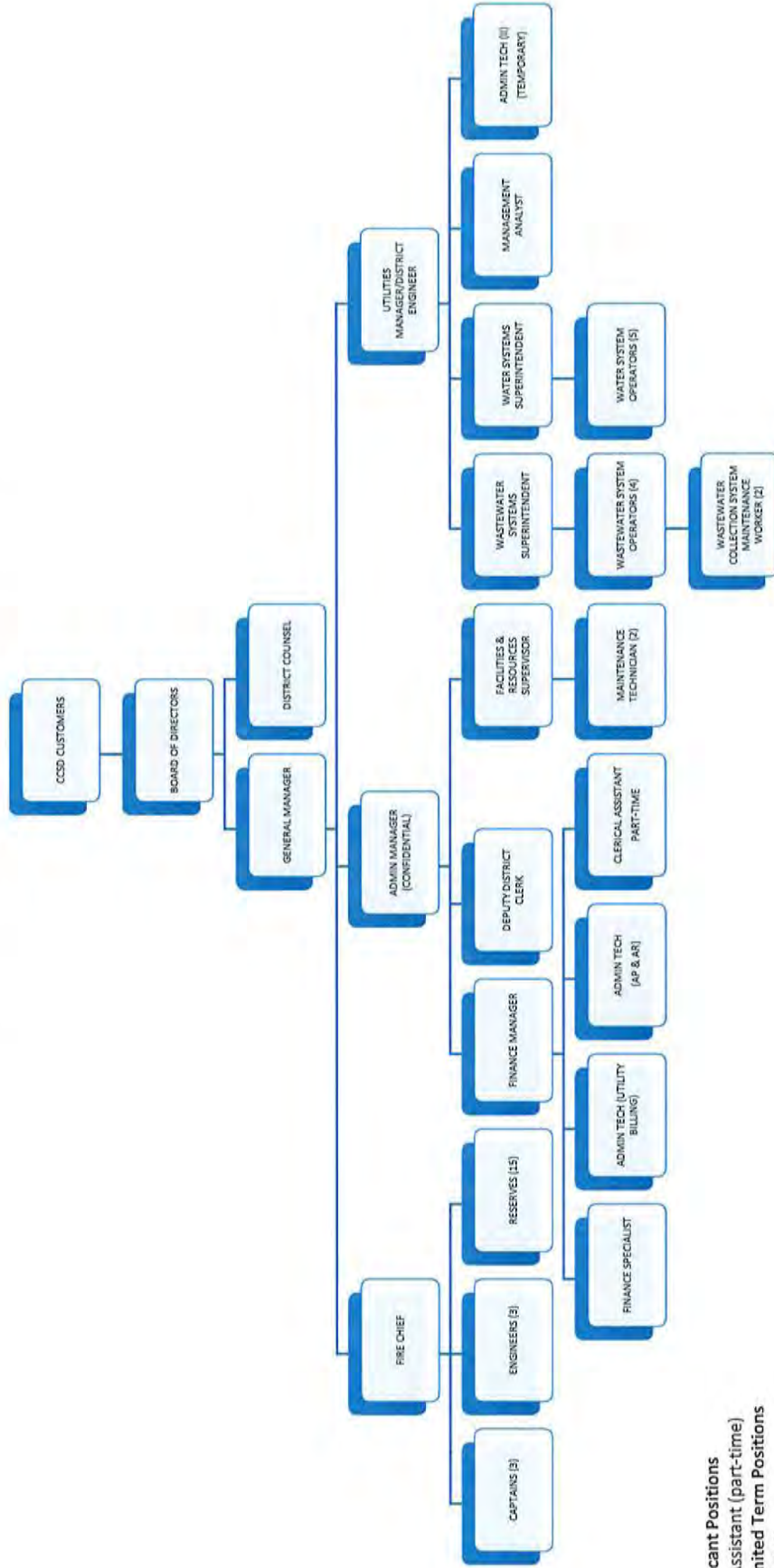
Position with Confidential designation receives 5% pay differential

Red denotes a change

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

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

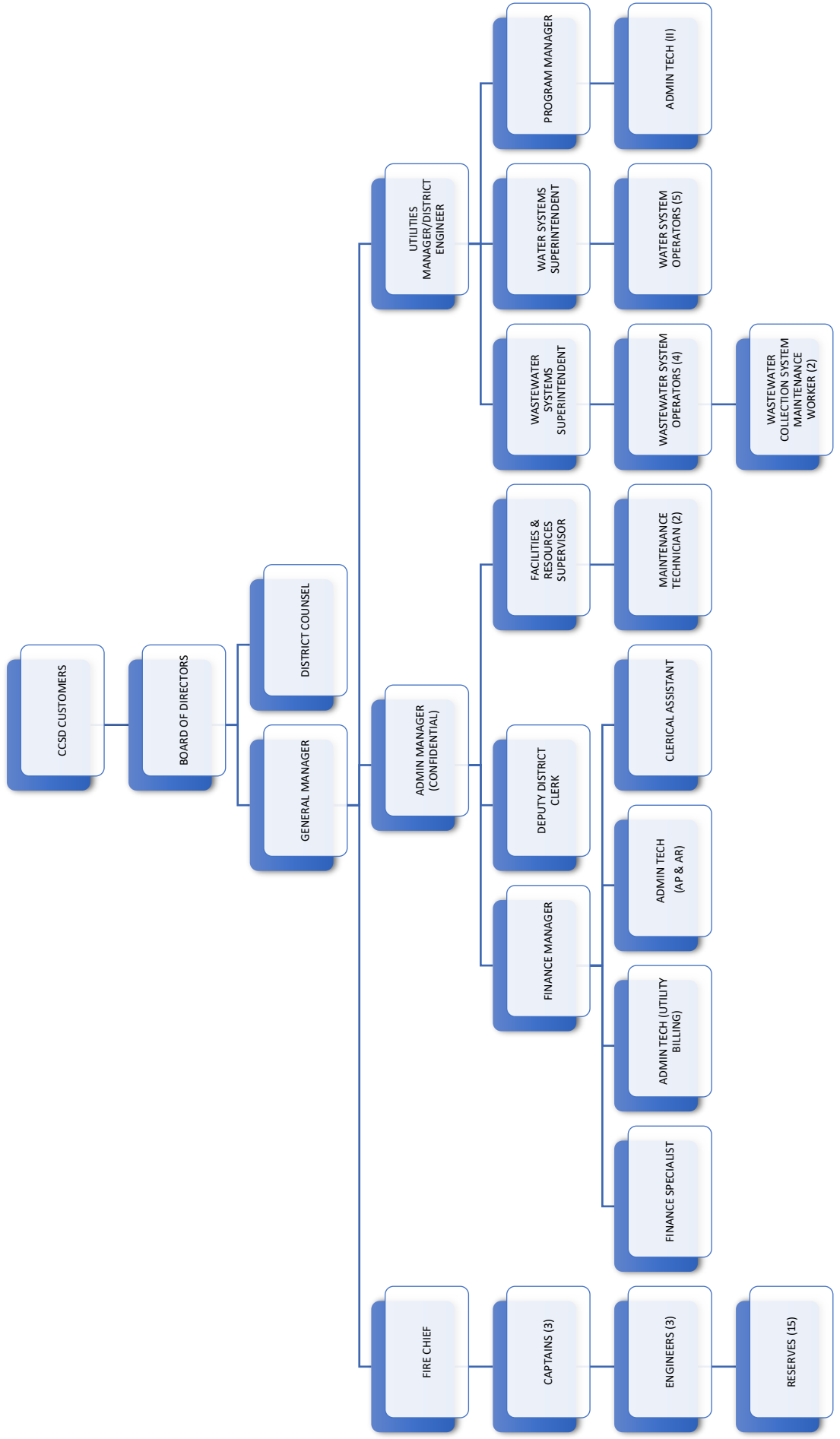
# Cambria Community Services District Organizational Chart Current Fiscal Year 2019/2020



**Current Vacant Positions**  
 1-Clerical Assistant (part-time)  
 Current Limited Term Positions  
 1-Admin Tech II

# Cambria Community Services District Organizational Chart

## Final Fiscal Year 2020/2021



# CAPITAL IMPROVEMENT PROJECTS

A	B	C	D	E	F	G
1	Wastewater CIP - Capital Improvement Program (Revised 5/27/2020 - For Discussion Only)					
2	Wastewater Projects	Ranking	Project Cost	10-Yr Cost	Actual Cost	Notes
3	<i>Wastewater Treatment Plant Projects in SST</i>					
4	20-21 Investment Grade Audit (30% Design for all ECMs)	SST	\$ 160,000	\$ 688,404	\$ 160,000	Added 2/26; Balance budgeted for FY21
5	20-21 Electrical Upgrades (ECM 7) - Conduits between PG&E transformer and service witchboard, switchboard, connections to existing switchboard, connections to generator)	SST	\$ 232,500	\$ 232,500		
6	Secondary Water System (3W) Improvements (ECM 10) - Submersible pumps, hydrpneumatic tank, demo, electrical/I&C	SST	\$ 185,000	\$ 185,000		
7	Sewer Lift Stations (ECM 12) - Lift Station B1, Lift Station B4, Electrical/I&C	SST	\$ 3,945,000	\$ 3,945,000		
8	Influent Lift Station Modifications (ECM 2) - Bypassing; VFDs; Equipment & Material Demo; Pumps, guiderails, valves, and piping installation; upper concrete wet well deck & hatches (installation); electrical/I&C; new concrete and repair coatings	SST	\$ 846,250	\$ 846,250		
9	Modified Ludzak-Ettinger Process Upgrade (ECM 3) - MLE conversion based on Carollo 2015 Study minus VFD costs; header repair	SST	\$ 853,750	\$ 853,750		
10	Influent Flow Equalization (ECM 1) - New or refurbished EQ tanks based on Carollo 10% design	SST	\$ 1,060,000	\$ 1,060,000		
11	Effluent Pump Station Improvements (ECM 11) - Demo; surge tank replacement; pump replacement; install new VFDs; flowmeter; discharge manifold piping; instrumentation; replace air release valves; pipeline cleaning and flushing; electrical/I&C	SST	\$ 733,750	\$ 733,750		
12	RAS and WAS Pumping Improvements (ECM 5) - RAS pumping system; WAS pumping system; scum pumps replacement; skimming troughs replacement; electrical/I&C	SST	\$ 496,250	\$ 496,250		
13	SCADA System (ECM 9) - New SCADA system based on Carolla 10% Design	SST	\$ 721,250	\$ 721,250		
14	20-21 Backup Power (ECM 8) - 365 kW NG Generator; Demo; Propane backup	SST	\$ 497,500	\$ 497,500		Switch Gear FY21
15	Blower System Improvements (ECM 4) - Replace 2 blowers; duct replacement	SST	\$ 1,345,000	\$ 1,345,000		
16	Sludge Thickening (ECM 6) - Rehabilitate rotary drum thickener and screw press; new transfer pumps; stabilization tanks; aeration system and control valve; demo of clarifiers; rolloff area with roof; electrical/I&C	SST	\$ 961,250	\$ 961,250		
17		Subtotal	\$ 12,037,500	\$ 12,565,904	\$ 160,000	
18	<i>Treatment Plant Projects Not in SST</i>					
19	20-21 Security Improvements	1	\$ 15,000	\$ 15,000		Added 5/2020
20	18-19 Replace Digester Catwalks	1	\$ 45,000	\$ 45,000	\$ 43,720	
21	18-19 Influent screen, support platform design, & installation	1	\$ 164,509	\$ 164,509	\$ 156,675	
22	Clarifier Repairs (replace eastern drive unit's metallic hubs with non-corrosive hubs)	1	\$ 35,000	\$ 35,000		
23		Subtotal	\$ 259,509	\$ 259,509	\$ 200,395	
24	<i>Collection System Projects</i>					
25	Lift Station B-2 (Wood Dr./E. Lodge Hill) new control panel at grade el.	1	\$ 425,000	\$ 425,000		
26	Lift Station B-3 (Green St./W. Lodge Hill) new control panel	1	\$ 250,000	\$ 250,000		
27	Lift Station 4 (DeVault Pl/Seaclift Estates) VFDs /new elect panel & 3 phase pump motors	1	\$ 85,000	\$ 85,000		
28	Lift Station A (Nottingham & Leighton/Park Hill) new submersible pumps, MCC, bypass piping	1	\$ 400,000	\$ 400,000		
29	Lift Station A (Nottingham & Leighton/Park Hill) control panel at grade el	1	\$ 90,000	\$ 90,000		
30	Lift Station A-1 (Sherwood & Harvey/Marine Terrace) submersible pumps, bypass piping	1	\$ 265,000	\$ 265,000		
31	19-20 Lift Station A-1 (Sherwood & Harvey/Marine Terrace) MCC, SCADA improvements	1	\$ 45,000	\$ 45,000	\$ 50,835	Added 2/26
32		Subtotal	\$ 1,560,000	\$ 1,560,000	\$ 50,835	
33	Lift Station B improvements (SR Creek/behind Park Hill) new control panel	2	\$ 75,000	\$ 75,000		
34	Lift Station B - new wet well, submersible pumps, and valve vault (placeholder)	3	\$ 300,000	\$ 300,000		
35	Collection System Assessment software (E.g, t4 Spatial or other)	3	\$ 10,000	\$ 10,000		
36	Annual Collection System Assessment/engineering for repairs (extended number of years - SSMP has this occurring over 10 yrs)	3	\$ 30,000	\$ 300,000		
37	Lift Station B-3 (Green St./W. Lodge Hill) submersible pumps, MCC, bypass piping	3	\$ 250,000	\$ 250,000		
38	Lift Station B - replace existing generator	3	\$ 60,000	\$ 60,000		
39		Subtotal	\$ 650,000	\$ 920,000		
40	Annual SCADA System Maintenance or Upgrades - Collections System	4	\$ 25,000	\$ 25,000		
41	Collection System smoke testing	4	\$ 50,000	\$ 50,000		
42		Subtotal	\$ 75,000	\$ 75,000		
43	<i>Vehicles and Trailer- Mounted Equipment</i>					
44	19-20 Pearpoint or equal TV inspection camera (removed cost from mid year total to meet reduced funding balance, 11/20/2018.)	1	\$ 75,000	\$ 75,000	\$ 75,000	
45	18-19 F-350 Service Truck with Crane Body	1	\$ 57,040	\$ 57,040	\$ 56,540	
46	19-20 Vector truck - replace with new \$430K truck that meets emssion requirements (7 yr loan @ 4.5%)	1	\$ 518,000	\$ 518,000	\$ 402,435	
47	19-20 Replacement Rack Truck (F-150)	-	\$ -	\$ 24,193	\$ 24,193	
48		Subtotal	\$ 650,040	\$ 674,233	\$ 483,168	

A	B	C	D	E	F	G
1	<b>Wastewater CIP - Capital Improvement Program (Revised 5/27/2020 - For Discussion Only)</b>					
2	Wastewater Projects	Ranking	Project Cost	10-Yr Cost	Actual Cost	Notes
49	Non-CIP Wastewater Projects	Ranking	Project Cost	10-Yr Cost	Actual Cost	
50	<b>Major Maintenance</b>					
51	18-19 Paint Digester Handrails	1	\$ 15,000	\$ 15,000	\$ 17,000	
52	Cleaning of aeration basins (after screen installation)	1	\$ 20,000	\$ 20,000		
53	Cleaning of pipelines from headworks to aeration tanks (after screen installation), including cleanout additions	1	\$ 10,000	\$ 10,000		
54	20-21 Annual Collection System Repairs to reduce I/I & damaged pipe sections	1	\$ 50,000	\$ 500,000		Budgeted within Services & Supplies
55	20-21 Annual manhole raising due to street overlays & roadway work/Manhole cover replacements	1	\$ 10,000	\$ 100,000		Budgeted within Services & Supplies
56		<b>Subtotal</b>	<b>\$ 105,000</b>	<b>\$ 645,000</b>	<b>\$ 17,000</b>	
57	Western clarifier - Replace clarifier chain, wear shoes, skid plates, & sprockets	2	\$ 40,000	\$ 40,000		
58	Eastern clarifier - Replace clarifier chain, wear shoes, skid plates, & sprockets	2	\$ 40,000	\$ 40,000		
59	20-21 Repainting of WWTP	2	\$ 30,000	\$ 30,000		Budgeted within Services & Supplies
60	Repainting of lift station facilities	2	\$ 10,000	\$ 10,000		
61		<b>Subtotal</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>		
62	Seal coat AC pavement at WWTP	4	\$ 65,000	\$ 65,000		
63	<b>Annual Inspections and Reserves</b>					
	New Section 2/26					
64	Annual manhole inspections and report on needed corrections (approx. 20% of system/yr)	1	\$ 40,000	\$ 400,000		
65	Annual Collection System Phased televising & cleaning (revised 11/20/18 reduced cost by 50% & extended number of years - SSMP has this over 10 yrs)	1	\$ 50,000	\$ 500,000		
66	Five-Year Replacement and New PCs for operators (Initial purchase and then build reserves)	1	\$ 10,000	\$ 20,000		Budgeted within Services & Supplies
67	Vehicle Replacement Program (Annual reserves)	1	\$ 25,000	\$ 250,000		
68	Portable equipment replacement program - backhoes, generators and pumps (Annual reserves)	1	\$ 15,000	\$ 150,000		Budgeted within Services & Supplies
69		<b>Subtotal</b>	<b>\$ 140,000</b>	<b>\$ 1,320,000</b>		
70			<b>Grand Total</b>	<b>\$ 18,279,646</b>	<b>\$ 911,398</b>	
71	Budgeted for FY 2020-2021		Priority 1 Total	\$ 4,458,742	\$ 751,398	
72	Completed		Priority 2 Total	\$ 195,000	\$ -	
73	In Progress		Priority 3 Total	\$ 920,000	\$ -	
74	Not Started		Priority 4 Total	\$ 140,000	\$ -	
75			SST Total	\$ 12,565,904	\$ 160,000	

A	B	D	E	F	G	H
1	<b>Water CIP - Capital Improvement Program (Revised 5/27/2020 - For Discussion Only)</b>					
2		Ranking	Project Cost	10 yr Cost	Current Actual	Notes
3	<b>FY</b>					
4	20-21					
5	20-21					
6						
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10						
11						
12						
13						
14						
15						
16	20-21					
17						
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19	19-20					
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35	20-21					
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45						
46	<b>SWF CIP - Capital Improvement Program (Revised 5/27/2019 - For Discussion Only)</b>					
47		Ranking	Project Cost	10 yr Cost	Actual Cost	
48						
49						
50	20-21					
51						
52						
53	18-19					
54	18-19					
55						
56	19-20					
57	19-20					
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# DEPARTMENT LINE ITEM BUDGET REQUESTS

Cambria Community Services District  
FY 2020/21 Department Line Item Budget Requests

Fund	Department	Budget Item Request Description	Line Item Request Amount	FY 2020/21 Funded Amount	FY 2020/21 Unfunded Amount
General Fund	Fire	Addition of 3 Firefighters (Step E Salary & Benefits)	361,200	-	361,200
General Fund	Fire	Addition of Clerical Assistant	74,799	-	74,799
General Fund	Fire	Public Information - Website	189	189	-
General Fund	Fire	Maint & Repair - Equipment	5,000	2,500	2,500
General Fund	Fire	Maint & Repair - Vehicles Licensed	5,958	-	5,958
General Fund	Fire	Computer Replacements	5,000	-	5,000
General Fund	Fire	Printing & Shipping	74	74	-
General Fund	Fire	Membership, Dues & Publications	123	123	-
General Fund	Fire	Emergency Medical Supplies	455	455	-
General Fund	Fire	Employee Recruitment	500	500	-
General Fund	Fire	Travel, Training, Seminars - Employee (Reduce annual amt)	5,000	-	5,000
General Fund	Fire	SCBA Flow Test	2,000	2,000	-
General Fund	Fire	Personal Protective Equipment	6,502	6,502	-
General Fund	Fire	Public Education	2,500	2,500	-
General Fund	Fire	CERT (New GL Acct Frmlly 6220A)	5,500	1,000	4,500
General Fund	Fire	Fuel Station Computer Replacement (Delayed in FY 19/20)	7,500	-	7,500
General Fund	Fire	Zoll X Series EKG	40,000	-	40,000
General Fund	Fire	Radio System Upgrade - Phase II	30,000	30,000	-
General Fund	Fire	Station Security Upgrade - Phase I of III	75,000	-	75,000
		<b>Sub-Total</b>	<b>627,300</b>	<b>45,843</b>	<b>581,457</b>
General Fund	Facilities & Resources	Addition of Maintenance Worker (Step E & Benefits)	92,603	-	92,603
General Fund	Facilities & Resources	Buildings & Grounds Increase for Homeless camp cleanup, weed abatement & tree removal	120,000	-	120,000
General Fund	Facilities & Resources	Maintenance & Repairs - Shelter/Cover for Trailer	2,000	2,000	-
General Fund	Facilities & Resources	Maintenance & Repairs - Vets Hall Replace 2 Refrigerators	4,000	-	4,000
General Fund	Facilities & Resources	Maintenance & Repairs - Vets Hall Replace Siding BBQ Grill Area	3,000	-	3,000
General Fund	Facilities & Resources	Maintenance & Repairs - Vets Hall Replace Siding Legion Bar Area	3,000	-	3,000
General Fund	Facilities & Resources	Temporary Services (6 mos)	24,000	8,000	16,000
General Fund	Facilities & Resources	Travel, Training, Seminars - Employee New Request	2,000	2,000	-
General Fund	Facilities & Resources	F350 Truck - Replace 1999 F150 Truck (assume financing)	40,000	40,000	-
General Fund	Facilities & Resources	Trailer - homeless Personal Property Storage	12,000	12,000	-
General Fund	Facilities & Resources	Vets Hall Replace Sewer Main Line Replacement	40,000	-	40,000
General Fund	Facilities & Resources	Vets Hall Replace Legion Kitchen Roof	15,000	-	15,000
General Fund	Facilities & Resources	Vets Hall Emergency Generator	50,000	-	50,000
		<b>Sub-Total</b>	<b>407,603</b>	<b>64,000</b>	<b>343,603</b>
General Fund	PROS	Skate Park Repairs /Design (reduce annual budget)	2,744	-	2,744
General Fund	PROS	Community Park Phase II - Design	10,000	-	10,000
General Fund	PROS	Professional Svs - Grant Writer	3,000	3,000	-
		<b>Sub-Total</b>	<b>15,744</b>	<b>3,000</b>	<b>12,744</b>
General Fund	Administration	Clerical Assistant Part-Time to Full Time (Step E & Benefits) - Amended for the Final Budget, due to BOD not approving increase to full-time.	44,879	-	44,879
General Fund	Administration	Increase in Annual Subscription for Municipal Code Corp	272	272	-
General Fund	Administration	Property/Liability Insurance - Premium Increase 34%	42,668	42,668	-
General Fund	Administration	LAFCO Annual Fees (Reduction of 15%)	(3,800)	(3,800)	-
General Fund	Administration	Consolidated Elections 2020	11,000	11,000	-
General Fund	Administration	NeoGov Recruiting, Learning License & One-time Set-up	13,599	11,539	2,060
General Fund	Administration	Strategic Planning Consultant	7,500	7,500	-
General Fund	Administration	Ergonomic Remodels - Front Desk, FM, GM	9,800	5,200	4,600
General Fund	Administration	Video Conference Package - GM Office	5,500	5,500	-
General Fund	Administration	Cashiering Hardware (Bar Scanner, Cash Drawer, Thermal Receipt Printer - Tyler Implementation)	2,000	2,000	-
General Fund	Administration	Zoom for Remote Video Meetings 1yr	4,800	4,800	-
		<b>Sub-Total</b>	<b>138,218</b>	<b>86,679</b>	<b>51,539</b>
		<b>Total General Fund</b>	<b>1,188,865</b>	<b>199,522</b>	<b>989,343</b>
Water Fund	Water	Addition of Admin Tech II - Limited Term (19/20) to Full Time, 34% to Water (Step E & Benefits)	27,676	27,676	-
Water Fund	Water	Reclass Mgmt Analyst to Program Manager, 34% to Water (Step E & Benefits)	11,497	11,497	-
Water Fund	Water	Production Meter Testing	5,872	5,872	-
Water Fund	Water	Annual Tank Maintenance & Rehab	46,172	46,172	-
Water Fund	Water	SS Well Field Dosing Lines & Analyzers (move from 19/20)	7,500	7,500	-
Water Fund	Water	Paint Office Building	10,000	10,000	-

Cambria Community Services District  
FY 2020/21 Department Line Item Budget Requests

Fund	Department	Budget Item Request Description	Line Item Request Amount	FY 2020/21 Funded Amount	FY 2020/21 Unfunded Amount
Water Fund	Water	Maintenance & Repairs - Equipment	853	853	-
Water Fund	Water	Professional Svs - Misc/Other	7,744	7,744	-
Water Fund	Water	Water Use Efficiency Plan Update (moved from 19/20)	10,000	10,000	-
Water Fund	Water	Retrofit Program - Giveaways	1,000	1,000	-
Water Fund	Water	Rebate Program - Water Conservation (Grant Offset)	7,500	7,500	-
Water Fund	Water	Rebate Program Increase	4,543	4,543	-
Water Fund	Water	Replace 2005 F150 Truck (moved from 19/20)	35,000	35,000	-
Water Fund	Water	Zone 2 to 7 Trans Main SR Crk Ped Brdg	50,000	50,000	-
Water Fund	Water	Water Meter Replacement Program	97,000	97,000	-
Water Fund	Water	SCADA System Phase II	60,000	60,000	-
Water Fund	Water	Water Conservation Database	10,000	10,000	-
Water Fund	Water	Rodeo Grounds Pump Station - Design/Permitting	62,000	62,000	-
		<b>Sub-Total</b>	<b>454,357</b>	<b>454,357</b>	<b>-</b>
Water Fund	SWF - Operations	Addition of Admin Tech II - Limited Term (19/20) to Full Time, 34% to Water (Step E & Benefits)	26,885	26,885	-
Water Fund	SWF - Operations	Reclass Mgmt Analyst to Program Manager, 34% to Water (Step E & Benefits)	11,159	11,159	-
Water Fund	SWF - Operations	Maintenance & Repairs - Grounds	3,000	3,000	-
Water Fund	SWF - Operations	Department Operating Supplies - Add for Chemicals	3,000	3,000	-
Water Fund	SWF - Operations	Baseline Biological Monitoring AMP	50,000	50,000	-
		<b>Sub-Total</b>	<b>94,044</b>	<b>94,044</b>	<b>-</b>
Water Fund	SWF - Capital		-	-	-
		<b>Sub-Total</b>	<b>-</b>	<b>-</b>	<b>-</b>
Wastewater Fund	Wastewater	Addition of Admin Tech II - Limited Term (19/20) to Full Time, 34% to Water (Step E & Benefits)	26,885	26,885	-
Wastewater Fund	Wastewater	Reclass Mgmt Analyst to Program Manager, 34% to Water (Step E & Benefits)	11,159	11,159	-
		Mailer - What not to Flush	1,000	1,000	-
Wastewater Fund	Wastewater	Maintenance & Repairs - Paint Office Building	20,000	20,000	-
Wastewater Fund	Wastewater	Maintenance & Repairs - Replace Roof	20,000	20,000	-
Wastewater Fund	Wastewater	Maintenance & Repairs - Grounds	10,000	10,000	-
Wastewater Fund	Wastewater	Maintenance & Repairs - SCADA Equipment	3,000	3,000	-
Wastewater Fund	Wastewater	Study material for New Employees	1,000	1,000	-
Wastewater Fund	Wastewater	Security Improvements @ WWTP (move to 19/20)	15,000	15,000	-
Wastewater Fund	Wastewater	SST - PG&E Turnkey	528,404	528,404	-
Wastewater Fund	Wastewater	SST - PG&E Turnkey - ECM #7	232,500	232,500	-
Wastewater Fund	Wastewater	SST - PG&E Turnkey - EMC #8 Switch Gear	99,500	99,500	-
Wastewater Fund	Wastewater	Replace John Deere Tractor	40,000	-	40,000
Wastewater Fund	Wastewater	Replace Van - Transport of Video Camera System	40,000	-	40,000
		<b>Sub-Total</b>	<b>1,048,448</b>	<b>968,448</b>	<b>80,000</b>
		<b>Total Enterprise Funds</b>	<b>1,596,849</b>	<b>1,516,849</b>	<b>80,000</b>

## RESERVES



## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.A.**FROM: John F. Weigold, IV, General Manager  
Timothy Carmel, District Counsel

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Meeting Date: August 20, 2020	Subject: Discussion and Consideration of Adoption of Resolution 43-2020 Declaring a Continued Local Emergency in the Cambria Community Services District Due to the Coronavirus Pandemic
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**RECOMMENDATIONS:**

Staff recommends that the Board of Directors discuss and consider adoption of Resolution 43-2020 declaring a continued local emergency in the Cambria Community Services District due to the Coronavirus Pandemic.

**FISCAL IMPACT:**

The District continues to work with customers challenged with paying for their water and wastewater utility services, due to the impact of the COVID-19. Listed below is a recap of the billing cycle, the number & dollar amount of late customers and the number & dollar amount of customers on a payment plan, as of August 13, 2020:

Billing Cycle	Late #	\$	Pmt Pln	\$
Nov-Dec 2019	3	2,215.67	0	-
Jan-Feb 2020	3	916.91	0	-
Mar-Apr 2020	10	13,368.85	2	459.03
May-Jun 2020	188	108,437.26	8	2,198.69
	204	124,938.69	10	2,657.72

The number and dollar amount of late customers for the May-June 2020 billing cycle was not available at the time of writing this report. The overall fiscal impacts and any potential FEMA grant reimbursement associated with the COVID-19 are unknown at this time.

**DISCUSSION:**

As the Board is aware, the State and County of San Luis Obispo have adopted a number of executive orders declaring a public health emergency and imposing restrictions on the general population to help control the spread of the COVID-19 virus. The Board of Directors adopted Resolution 09-2020 on March 23, 2020, which declared a local State of Emergency and provided the General Manager with authority to allow for a more expeditious and effective response to various situations related to the Coronavirus Pandemic as they occur. Resolution 09-2020 requires the Board to determine whether a local State of Emergency continues to exist at each regular and special meeting. As the COVID-19 virus continues to ravage the State and country, it is recommended that the Board adopt Resolution 43-2020 declaring a continued State of Emergency.

Attachment: Resolution 43-2020

RESOLUTION 43-2020  
AUGUST 20, 2020

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

WHEREAS, on March 23, 2020, the Board of Directors adopted Resolution 09-2020 declaring the existence of a State of Emergency in the Cambria Community Services District as a result of the Coronavirus Pandemic; and

WHEREAS, Resolution 09-2020 requires the Board of Directors to determine whether the local State of Emergency continues to exist at each regular or special Board meeting; and

WHEREAS, the Board finds that this emergency, which involves the outbreak of an extremely infectious disease (COVID-19), is a highly fluid and evolving situation, and in the interest of public health, safety and welfare, such a State of Emergency continues to exist in the Cambria Community Services District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cambria Community Services District that a State of Emergency continues to exist in the Cambria Community Services District as a result of the Coronavirus Pandemic.

PASSED AND ADOPTED this 20<sup>th</sup> day of August, 2020.

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Harry Farmer, President  
Board of Directors

APPROVED AS TO FORM:

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Timothy J. Carmel  
District Counsel

ATTEST:

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Haley Dodson  
Deputy District Clerk

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.B.**FROM: John F. Weigold IV, General Manager  
William S. Hollingsworth, Fire Chief

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Meeting Date: August 20, 2020      Subject: Discussion and Consideration of  
Adoption of Resolution 44-2020  
Amending Fiscal Year 2020/2021  
Budget

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**RECOMMENDATIONS:**

Staff recommends the Board adopt Resolution 44-2020 amending the FY 2020/2021 budget. This budget amendment is requested to reflect the awarded and accepted AFG Covid-19 Supplemental Grant for Personal Protective Equipment (PPE)

**FISCAL IMPACT:**

The fiscal impact to the General Fund – Fire Department is \$1,226.29 and will be absorbed within the FY 2020/2021 budget. As a condition of this grant, Federal Emergency Management Agency (FEMA) requires the applicant (CCSD) to contribute non-Federal funds equal to five percent (5%) of the Federal funds awarded, as shown in the table below.

**AVG Covid-19 Grant Budget**

- |                          |                   |
|--------------------------|-------------------|
| • Federal funds awarded: | \$22,525.71       |
| • <b>CCSD 5% match:</b>  | <b>\$1,126.29</b> |
| • Total approved budget  | \$23,652.00       |

**DISCUSSION:**

The purpose of the AFG Covid-19 Supplemental is to provide funds for the purchase of PPE and related supplies, to prevent, prepare for and respond to coronavirus. The application included requests to create a cache of PPE supplies for use with future and/or continuing pandemic emergency responses. This cache includes particulate reusable respirators, N95 masks, surgical gowns, surgical face masks, protective coveralls, examination gloves, hand sanitizers, and disinfectants.

FEMA opened the grant period with a very narrow application window that did not allow the typical time available to present this grant funding opportunity to the Board. Fire Chief William Hollingsworth presented this to General Manager Weigold, and pursuant to Resolution 09-2020 which authorizes the General Manager to take all actions necessary and proper to protect the safety of employees and the public from COVID-19, received permission to move forward with the application, understanding that any cost share would have to be absorbed in the existing, approved budget for the General Fund - Fire Department, no operational increase in spending would be approved. The application was submitted and subsequently awarded on June 29, 2020, with a defined performance period of July 6, 2020 to July 5, 2021. The grant has been accepted by the CCSD.

Staff recommends the Board approve Resolution 44-2020 amending the FY 2020/2021 budget to appropriate both revenue and expense necessary to receive the AFG Covid-19 Supplemental Grant for Personal Protective Equipment (PPE).

Attachments: Award letter from FEMA  
Resolution 44-2020

## Award Letter

U.S. Department of Homeland Security  
Washington, D.C. 20472

Emily Torlano  
CAMBRIA FIRE DEPARTMENT  
2850 BURTON DR  
CAMBRIA, CA 93428  
  
EMW-2020-FG-01453



Dear Emily Torlano,

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year 2020 Assistance to Firefighters Grant Program - COVID-19 Supplemental (AFG-S) has been approved in the amount of \$22,525.71 in Federal funding. As a condition of this grant, you are required to contribute non-Federal funds equal to or greater than 5.00% of the Federal funds awarded, or \$1,126.29 for a total approved budget of \$23,652.00. Please see the FY 2020 AFG-S Notice of Funding Opportunity for information on how to meet this cost share requirement.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo - included in this document
- Agreement Articles - included in this document
- Obligating Document - included in this document
- FY 2020 AFG-S Notice of Funding Opportunity (NOFO) - incorporated by reference

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bridget Bean", written in a cursive style.

Bridget Bean  
Assistant Administrator  
Grant Programs Directorate

RESOLUTION NO. 44-2020  
August 20, 2020

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT  
AMENDING THE FISCAL YEAR 2020/2021 BUDGET

WHEREAS, on August 20, 2020, the Board of Directors adopted Resolution 42-2020 approving the final budget for Fiscal Year 2020/2021; and

WHEREAS, Government Code Section 61111(a) authorizes the board of directors of a community services district to amend the budget by resolution; and

WHEREAS, the Board of Directors desires to amend the Fiscal Year 2020/2021 budget.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cambria Community Services District that the Fiscal Year 2020/2021 budget is hereby amended as shown on Exhibit "A," attached hereto and incorporated herein by this reference.

PASSED AND ADOPTED this 20<sup>th</sup> day of August, 2020.

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Harry Farmer  
Board President

ATTEST:

APPROVED AS TO FORM:

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Haley Dodson  
Deputy District Clerk

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Timothy J. Carmel  
District Counsel

CAMBRIA COMMUNITY SERVICES DISTRICT  
 2020-2021 FISCAL YEAR BUDGET  
 RECOMMENDED BUDGET ADJUSTMENT

**Budget Reallocations**

<b>Fund</b>	<b>Date</b>	<b>Agenda Item</b>	<b>Purpose</b>	<b>Sources</b>	<b>Uses</b>
General Fund - Fire			FEMA-Assistance to Firefighters Grant - Add New Budget	\$ 22,526	\$ -
General Fund - Fire			Emergency Medical Supplies - Add New Budget Acct 6089A		\$ 23,652
General Fund - Fire			Emergency Medical Supplies - Reduce Existing Budget Acct 6089	\$ -	\$ (1,126)
			Fund Sub-Total	\$ 22,526	\$ 22,526
			Difference (unidentified sources of funding)	\$ 0	

Amended 8/17/2020

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.A.**

FROM: John F. Weigold, IV, General Manager

Meeting Date: August 20, 2020

Subject: GENERAL MANAGER REPORT

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**GENERAL MANAGER:**

We continue our core CCSD missions of providing water, wastewater treatment, emergency response, facilities, and administrative services. We have increased our vigilance, restricted physical staff interaction between offices, and increased screening at all CCSD work locations.

I attended several meetings this month, including daily SLO County Emergency Operations Conference Calls; biweekly SLO County Special District General Manager Meetings (discussed COVID policies and procedures and shared our significant CSD activities); the Policy Committee meeting; the PROS Commission meeting; the Finance Committee meeting; the Resources & Infrastructure Committee meeting; and bi-weekly Cambria/San Simeon Community Leaders Forum conference call (we discussed the increasing homeless situation in Cambria and ongoing need for food for area residents).

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

Energy Efficiency Infrastructure Improvement

Staff met with PG&E staff and consultants on August 3<sup>rd</sup> for an update on the project. We are nearing completion of initial design and bids for all planned Energy Conservation Measures (ECMs).

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

The District submitted our CDP application for the SWF to San Luis Obispo County on July 15th. The County Planning Department is currently reviewing and soliciting comments on the application. We continue to work with various regulatory agencies to continue studies required for the CDP.

2020/2021 Budget

The Board reviewed and approved the preliminary budget for FY 2020-2021 in June. Review and approval of the final budget will occur at the August 20th Board meeting.

Regulatory Compliance

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

Human Resources Policy Reviews

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

Purchasing

Staff is working with each department to review purchasing in order to leverage District purchasing to save money on supplies and reduce costs.

Capital Improvement Plan (CIP)

Staff is building a consolidated District-wide CIP list to facilitate long range planning and financial budgeting.

## Public Record Requests and Responses

The District received ten (10) Public Record Request since July 10, 2020 by the following citizens:

**7/20/2020 Mike Keough** 1) We received a CCSD Notice of Rejection of Claim (ROC) dated July 16, 2020. Per ROC this claim was received by CCSD on May 30, 2020. Please provide the following, in digital format, as soon as possible: 1) ROC (rejection of Claim) stated it was rejected by “operation of law” please explain what entity this is and provide documents for back up. Also include names and affiliations of individuals involved in the process. 2) Provide all documentation and correspondence regarding this ROC and the investigation conducted with Danny Pena and the Special District Risk Management Authority (SDRMA) Also include names and affiliations of individuals involved in the process. 3) Provide all documentation and correspondence regarding this ROC and the investigation by CCSD Ray Dienzo and the Hydrologist he mentioned that reviewed the matter. Also include names and company affiliation of individuals involved in this process. 4) Provide all pictures, video recordings, documentation, maintenance work orders, repairs, investigations, and crew members who did the work or supervised the work regarding this specific leak near 1198 Pinewood Drive. 5) Provide previous (10) years pictures, video recordings, documentation, maintenance work orders, repairs, investigations, and crew members who did the work or supervised the work regarding any leaks within (500) five hundred feet of 1198 Pinewood Drive. 6) Provide the last (10) yearly records of recorded water leaks in Cambria. 7) Provide the last (10) years of claims against CCSD for damage from water leaks in Cambria and their outcome including reasons for rejection. If there are any items that need more specifics to provide the above information please let us know as soon as possible. I included the Notice of Rejection of Claim (ROC) dated July 16, 2020 for reference as there was no reference number. Per the CCSD Notice of Rejection of Claim time is of the essence to file a court action on this this claim and delay may cause us greater financial harm.

On 7/30/2020, the CCSD responded to Mike Keough’s 7/20/2020 Public Records Request with the following:

1. We recognize that we have a duty under the Public Records Act to make a good faith effort to search for documents that are responsive to your request. Please narrow your request to specific identifiable documents or records.
2. Claim files are exempt from disclosure under Government Code Section 6254(b).
3. Claim files are exempt from disclosure under Government Code Section 6254(b).
4. Enclosed are the following documents which are responsive to your request:
  - a. 1198 Pinewood Drive notes, pictures and video
5. Enclosed are the following documents which are responsive to your request:
  - a. 3/17/2017 service order
  - b. 8/4/2017 service order
  - c. 7/8/2018 service order
  - d. 11/15/2018 service order
6. There are no documents responsive to your request.
7. There are no documents responsive to your request.

**7/20/2020 Ron Krall** 1) This request is made pursuant to the laws in California governing the release of records and information to the public by public agencies incorporated in the California Public Records Act (Government Code Section 6250 et seq.) and the Information Practices Act (Civil Code Section 1798 et seq.). Please provide me a copy of the contract and all files and documents related to any changes, alterations, deletions, or additions to the contract entitled “Agreement for

Trash or Garbage or Recycling Collection and Handling of Solid Waste Between the Cambria Community Services District and Mission Country Disposal.”

On 7/27/2020, the CCSD responded to Ron Krall’s 7/20/2020 Public Records Request with the following:

Enclosed are the following documents which are responsive to your request:

- a. Franchise Agreement for Integrated Solid Waste Management Services between Cambria Community Services District and Mission Country Disposal, Inc.
- b. First Amendment to Franchise Agreement for Integrated Solid Waste Management Services between Cambria Community Services District and Mission Country Disposal, Inc.
- c. Resolution 19-2002
- d. Resolution 37-2019
- e. Ordinance 01-2020

**7/20/2020 Gregg Berge** 1) As documents in possession of the CCSD relating to APN # 024-312-026 a) copies of all documents and approvals, contracts and assignments for grandfathered “CCSD” water meter issued to Arther Robert Montandon; Walter Scott Engle III; Walter Scott Engle III; Profit Sharing P/L; Luis Pension Consultants, Inc.; Hendry, Douglas S.; Henry, Rob P. Trust; Andrew Unetic; Unetic Family Trust; Montandon, Ronald (Arthur) and Carol Lynn. 2) Copies of all assignments and releases, security interests, as part of note and deed of trust’s of SLF Fending, Inc. and San Luis Trust Bank in note issued in amount(s) of \$335,000 as doc. # 2006056406 BK-PG. 3) Copies of all assignments, security interests, contracts in note and deed of trusts pursuant to \$180,000 loan issued to Arther Ronald Montandon as document # 200503T206-BK-PG secured by San Luis Trust Bank. 4) All prior assignments, approvals, lien releases and documents related to grandfathered CCSD water meter tied to APN # 024-312-026 currently owned by Walter S. Engle III (TRE), 39 10<sup>th</sup> St. Cayucos, CA 93430. Legal description: Cambria Pines MU 6 BL 146 LTS 22 to 24. Maps of San Luis Obispo County, CA.

On 7/30/2020, the CCSD responded to Gregg Berge’s 7/20/2020 Public Records Request with the following:

1. Enclosed are the following documents which are responsive to your request:
  - a. 9/22/2008 letter to the editor
  - b. 10/27/2009 email regarding water meter
  - c. 11/19/2015 email regarding active service water
  - d. 2006-2011 Linden Court documents
  - e. 5/27/2004 staff report VII.E., resolution 33-2004 and employment agreement
    - i. Executed Resolution 33-2004
    - ii. Executed 5/27/2004 Employment Agreement
  - f. Amendment to Employment Agreement with District Counsel Arther R. Montandon
  - g. 9/27/2007 Professional Services Agreement for District Counsel Legal Services
  - h. 1/29/2009 Arther Montandon’s notice of termination letter
  - i. 2010/11 APN 024.312.026 secured tax bill
2. There are no documents responsive to your request.
3. There are no documents responsive to your request.
4. There are no documents responsive to your request.

**7/23/2020 David Owens** 1) I am requesting for the years 2017, 2018, 2019 and 2020 all DOH forms 1013 for backflow inspections submitted under the license 26991.

On 7/27/2020, the CCSD responded to David Owens' 7/23/2020 Public Records Request with the following:

There are no documents responsive to your request. The form you attached to your Public Records Request is for the State of New York and that license number doesn't match anything in our records.

**7/31/2020 Mike Keough** 1) Following are additional responses and Public Record Requests to a few items. I will be using the original request and numerical designation and CCSD's response followed by my own response to CCSD's response and an additional Public Records Request for information that was available but we were denied access to. 2. Provide all documentation and correspondence regarding this ROC and the investigation conducted with Danny Pena and the Special District Risk Management Authority (SDRMA) Also include names and affiliations of individuals involved in the process. **CCSD Response 07.30.20: Claim files are exempt from disclosure under Government Code Section 6254(b).**

**Keough Response and New Request 07.31.20: There has not been a lawsuit filed and we are not in litigation. Code Section 6254(b). This exception does not allow records created prior to a suit and relevant to it to be withheld merely because a suit is pending, but instead relates to records created for the suit. Please provide documents at requested.**

3. Provide all documentation and correspondence regarding this ROC and the investigation by CCSD Ray Dienzo and the Hydrologist he mentioned that reviewed the matter. Also include names and company affiliation of individuals involved in this process.

**CCSD Response 07.30.20: Claim files are exempt from disclosure under Government Code Section 6254(b). Keough Response and New Request 07.31.20: There has not been a lawsuit filed and we are not in litigation. Code Section 6254(b). This exception does not allow records created prior to a suit and relevant to it to be withheld merely because a suit is pending, but instead relates to records created for the suit. Please provide documents at requested.**

6. Provide the last (10) yearly records of recorded water leaks in Cambria.

**CCSD Response 07.30.20: There are no documents responsive to your request.**

**Keough Response and New Request 07.31.20: Please see attached lists showing "water leaks in the distribution system". Clearly leaks are being documented/recorded monthly. Please provide the last (10) yearly records of recorded water leaks in Cambria.**

7. Provide the last (10) years of claims against CCSD for damage from water leaks in Cambria and their outcome including reasons for rejection.

**CCSD Response 07.30.20: There are no documents responsive to your request. Keough Response and New Request 07.31.20: Per item #6 clearly leaks are being documented/recorded monthly. Please provide the last (10) yearly records of claims against CCSD for damage from water leaks in Cambria and their outcome including reasons for rejection.**

I greatly appreciate your efforts to put this information together. Please advise CCSD that as stated in their response to Item #1 they have a duty under the Public Records Act to make a good faith

effort to search for documents that are responsive to my request. It appears that they are obstructing my right to these records by manipulating a code that does not remotely pertain to this situation and arbitrarily stating "there are no documents responsive to your request" when clearly there is plenty of information not only available but well documented. These actions are not in "good faith" nor in accordance with their duty under the Public Records Act. Please advise soonest, as per the CCSD Notice of Rejection of Claim (ROC) dated July 16, 2020, time is of the essence to file a court action on this this claim and delay may cause us greater financial harm.

On 8/10/2020, the CCSD responded to Mike Keough's 7/31/2020 Public Records Request with the following:

2. We have made a diligent search of our records and have provided you with all records that could be located that are not exempt from disclosure. Furthermore, Government Code Section 6254(b) below expressly includes claims, not just lawsuits and litigation.

(b) Records pertaining to pending litigation to which the public agency is a party, or to claims made pursuant to Division 3.6 (commencing with Section 810), until the pending litigation or claim has been finally adjudicated or otherwise settled.

3. The district never retained a hydrologist to do a report or investigation after the claim was filed, so there are no documents responsive to your request.

6. Enclosed are the following documents which are responsive to your request:

- 6/28/2017 letter to community members
- 8/22/2017 email regarding leak
- 10/2/2017 email regarding leak
- 6/14/2018 email regarding leak
- 2/6/2019 email regarding leak
- 6/20/2019 email regarding leak
- 10/18/2019 email regarding leak
- Jim Green's text message regarding leak
- 9/27/2019 and 9/30/2019 water system leak reports
- 12/24/2019-7/29/2020 CCSD water system leak report

We have water leak service orders similar to the ones we provided to you in a previous request. The service orders are paper records that would require two staff members to review and pull for your review. You have indicated you do not want staff to pull additional service orders at this time. If you want the service orders in the future, please let me know and staff will prepare them for your review at the district office. Please note the records are not available electronically and any photocopies will cost .20 per page for black & white copies, as outlined in the enclosed Cambria Community Services District fee schedule.

7. There are no document responsive to your request.

**8/3/2020 Gregg Berge** 1) Thank you for providing the documents pursuant to my CPRA request. In follow up and for clarity, the email from Tammy Rudock dated Tuesday October 27, 2009 in reference to "Art's former water meter", there seems to be a tremendous amount of confusion as to the status of the subject meter, as being a "Grandfathered Meter", a water meter re-classified as in "Intent to Serve" letter, and not a "Grandfathered Meter", or whatever the current status is. I would

like to draw your attention to Art's former property on Linden Court (APN #024-312-026 currently listed in the local Multiple Listing Service" (the "MLS") and states the property purchase includes: "Grandfathered water meter from the CCSD" along with other studies, reports, survey's, and maps. (MLS No. SC20098519) As an agent in the state of California, I am required to verify information on properties that I have clientele interested in purchasing and need a written verification of the "true" status of this water meter, given its long history and background due to disclosure requirements under state law. Please confirm in writing if this property on Linden Court has the following attached to it. 1) Water meter; and/or 2) Grandfathered water service pursuant to definition under CCSD Municipal Code (and provide code section applicable); 3) Intent to Serve (ITS) letter issued; 4) or waitlist position only. Please respond in writing by email. Thank you for your letter of clarity to the prior issued documents per the CPRA.

On 8/3/2020, the CCSD responded to Gregg Berge's 8/3/2020 Public Records Request with the following:

Enclosed are the following documents which are responsive to your request:

- CCSD Municipal Code Exhibit B to 8.04.030 (A)(2)(3) Existing Commitments
- CCSD Municipal Code 8.04.010 – Definitions

**8/3/2020 Gregg Berge** 1) In follow up today to the documents you provided under my original CPRA, let this email serve as a new formal document request under the CPRA. Please provide the following copies under the provisions of the CPRA:

All documents, agreements, assignments, pursuant water or sewer service functions granted or approved by the CCSD to the following:

APN No. 013-232-004 (Carson Agreement)

Tract 1804 as part of the Leimert settlement agreement(s) with the district including all terms and conditions of record and copies of any court related documents.

On 8/13/2020, the CCSD responded to Gregg Berge's 8/3/2020 Public Records Request with the following:

Enclosed are the following documents which are responsive to your request:

- CCSD Municipal Code Exhibit B to 8.04.030 (A)(2)(3) Existing Commitments
- CCSD Municipal Code 8.04.010 – Definitions
- Agreement of Settlement and Compromise
- Settlement Agreement and Full Mutual Release

**8/5/2020 Paul Nugent** 1) I would like all email communication sent from John with the title General Manager feedback in the subject line including FWD or any other variant of that nature. There will likely be forwards of this email that I need to resolve the details of as there appears to have been a brown act violation. I am aware that an email that I sent to both John Weigold as well as Harry Farmer and Donn Howell was forwarded from Director Steidel and Pierson. It may be easier to just ask for all email sent from John Weigold that were forwards from Paul Nugent.

On 8/5/2020, the CCSD responded to Paul Nugent's 8/5/2020 Public Records Request with the following:

Enclosed are the following documents which are responsive to your request:

- a. General Manager's email to David Pierson
- b. General Manager's email to Harry Farmer and Cindy Steidel

**8/12/2020 Mike Keough** 1) Following are additional responses and Public Record Requests to a few items. I will be using the original request and numerical designation and CCSD's response followed by my own response to CCSD's response and an additional Public Records Request for information that was available but we were denied access to.

Please see in "**bold**" CCSD response dated 08.10.20 and Keough response and request dated 08.12.20

2. Provide all documentation and correspondence regarding this ROC and the investigation conducted with Danny Pena and the Special District Risk Management Authority (SDRMA) Also include names and affiliations of individuals involved in the process.

CCSD Response 07.30.20: Claim files are exempt from disclosure under Government Code Section 6254(b).

Keough Response and New Request 07.31.20: There has not been a lawsuit filed and we are not in litigation.

Code Section 6254(b). This exception does not allow records created prior to a suit and relevant to it to be withheld merely because a suit is pending, but instead relates to records created for the suit. Please provide documents at requested.

**The District's response 08.10.20 is as follows: We have made a diligent search of our records and have provided you with all records that could be located that are not exempt from disclosure. Furthermore, Government Code Section 6254(b) below expressly includes claims, not just lawsuits and litigation.**

**(b) Records pertaining to pending litigation to which the public agency is a party, or to claims made pursuant to Division 3.6 (commencing with Section 810), until the pending litigation or claim has been finally adjudicated or otherwise settled.**

**Keough Response and New Request 08.12.20- Danny Pena with the Special District Risk Management Authority (SDRMA) hired by CCSD approached us for information and stated they would have a report- we have a right to this report. Please provide this report or give cause for keeping it from us.**

3. Provide all documentation and correspondence regarding this ROC and the investigation by CCSD Ray Dienzo and the Hydrologist he mentioned that reviewed the matter. Also include names and company affiliation of individuals involved in this process.

CCSD Response 07.30.20: Claim files are exempt from disclosure under Government Code Section 6254(b).

Keough Response and New Request 07.31.20: There has not been a lawsuit filed and we are not in litigation.

Code Section 6254(b). This exception does not allow records created prior to a suit and relevant to it to be withheld merely because a suit is pending, but instead relates to records created for the suit. Please provide

**The District's response 08.10.20 is as follows: The district never retained a hydrologist to do a report or investigation after the claim was filed, so there are no documents responsive to your request.**

**Keough Response and New Request 08.12.20- on 05.28.20 Ray Dienzo stated in an email "We spoke with one of our hydrologists yesterday, and he stated that this issue is a soil to rock transition. The North County coastal area particularly familiar to Cambria has many of these issues. He suggests, as I alluded above, that we keep tabs to see if the underflow dissipates." This communication/investigation dated 05.28.20 was prior to Claim #8355 dated 06.10.20 Please provide all documentation and correspondence regarding this ROC and the investigation by CCSD Ray Dienzo and the Hydrologist he mentioned that reviewed the matter. Also include names and company affiliation of individuals involved in this process.**

**6. Enclosed are the following documents which are responsive to your request:**

- 8/22/2017 email regarding leak **No Relevance, not sure why this was provided?**
- 10/2/2017 email regarding leak **No Relevance, not sure why this was provided?**
- 6/14/2018 email regarding leak **No Relevance, not sure why this was provided?**
- 2/6/2019 email regarding leak **No Relevance, not sure why this was provided?**
- 6/20/2019 email regarding leak **No Relevance, not sure why this was provided?**
- 10/18/2019 email regarding leak **No Relevance, not sure why this was provided?**
- Jim Green's text message regarding leak **No Relevance, not sure why this was provided?**
- 9/27/2019 and 9/30/2019 water system leak reports **Not Provided, please provide**
- **12/24/2019-7/29/2020 CCSD water system leak report Please submit again with addresses and the same for all of 2018 and 2019. Please see attached document and provide meeting agenda for the last (3) years showing leaks in distribution lines as requested in previous request.**

**The District's response 08.10.20 is as follows: We have water leak service orders similar to the ones we provided to you in a previous request. The service orders are paper records that would require two staff members to review and pull for your review. You have indicated you do not want staff to pull additional service orders at this time. If you want the service orders in the future, please let me know and staff will prepare them for your review at the district office. Please note the records are not available electronically and any photocopies will cost .20 per page for black & white copies, as outlined in the enclosed Cambria Community Services District fee schedule.**

**Keough Response and New Request 08.12.20- If we can get the following "• 12/24/2019-7/29/2020 CCSD water system leak report Please submit again with addresses and the same for all of 2018 and 2019. Please see attached document and provide meeting agenda for the last (3) years showing leaks in distribution lines as requested in previous request." We can hold off on these documents for the moment.**

I greatly appreciate your efforts to put this information together. Please advise soonest, as per the CCSD Notice of Rejection of Claim (ROC) dated July 16, 2020, time is of the essence to file a court action on this this claim and delay may cause us greater financial harm.

**8/13/2020 Marcie Baird 1) I am a claims adjuster with the insurance carrier who insures the building at 4120 Burton Drive Cambria CA. I am writing to request a copy of the fire report for the**

fire at Matter of Taste which occurred on 8/1/20. I think it is report # 009851. Please email a copy of the report. Please call with any questions. Thank you

**BOARD OF DIRECTORS' MEETING – AUGUST 20, 2020**

**FINANCE MANAGER'S REPORT**

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

The Expenditure Report for the month of July 2020 is being submitted to the CCSD Board of Directors in today's meeting (see Agenda Item 4.A.). The report includes a detailed listing and monthly sub-total for each Accounts Payable Vendor, and a summary of each department's monthly expenditures.

**CCSD DIRECTOR MEETINGS & COMPENSATION FOR THE MONTH OF JULY 2020**

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

Director Name	Meeting Month	Number of	Amt Per	Total
Farmer, Harry		0	\$ 100.00	\$ -
Howell, Donn	Jun-20	6	\$ 100.00	\$ 600.00
Pierson, David	Jun-20	6	\$ 100.00	\$ 600.00
Rice, Amanda	May-20 & Jun-20	12	\$ 100.00	\$ 1,200.00
Steidel, Cynthia	Jun-20	6	\$ 100.00	\$ 600.00
Total		30		\$ 3,000.00

**AVAILABLE CASH BALANCES AS OF JULY 2020**

The total available cash is listed as follows:

Account Type	Balance
Main Checking	\$ 1,289,147.19
Money Market	\$ 1,236,071.20
Local Agency Investment Fund (LAIF)	\$ 1,355,487.61
Total	\$ 3,880,706.00

Available cash is defined as the balance in the Main Checking Account, less outstanding checks, plus Money Market Account, plus Local Agency Investment Fund (LAIF). The total available cash as of July 31, 2020 was \$3,880,706.00.

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

Account Type (Restricted)	Balance
Payroll	\$ 111,236.81
Veterans Hall	\$ 7,966.33
Health Reimbursement Account (HRA)	\$ 66,915.90
Total	\$ 186,119.04

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

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

Staff and the Tyler Ad-hoc Committee will continue routine conference calls with Tyler Technologies, in developing the next steps required for implementation. The financial assessment was conducted from July 20<sup>th</sup> – July 23<sup>rd</sup>, via video conference.

#### **ANNUAL AUDIT – STATUS**

Staff worked with the Auditor on August 3<sup>rd</sup> & August 4<sup>th</sup> on the first phase of the field work required for the FY 2018/2019 financial audit.

# Utilities Report for August 2020

Departmental Activities for the Month of July

## Water Department

July began with Utility Services Associates finishing up the second segment of leak detection throughout the system. Two subsurface leaks were detected and repaired. During the leak detection program 154 hydrants, 281 valves and 49 services were inspected for water loss. A total distance of 22.91 miles of distribution system was covered. The water loss sources identified and repaired from this audit saved a potential 2.6 million gallons of loss per year.

The dry season at the San Simeon Well Field is officially underway now that flow has ceased at the Palmer Flats creek area. This trigger limits diversion from our San Simeon well field to 370-acre feet until October 31<sup>st</sup>.

Water Staff relocated an irrigation meter gifted to Greenspace by the previous owner. It will be used for irrigation at the Pocket Park on Center Street.

The Leimert tank was inspected this month to maintain compliance with State regulations. The 120,000-gallon tank also had some small exterior repairs and interior coating performed. The tank was last inspected in 2014. The District is also seeking proposals for an asset management program for all potable water storage facilities to extend the life and amortize costs associated with preventative maintenance.

Engineering staff continued to research potential meter register replacements, speaking with vendors across the industry. Engineering staff anticipates releasing an RFP for this program before the end of the year.

Other Water Department activities and tasks for July 2020 are included in the following table.

Activity	# Completed
Manual Meter Reads/Locates for Billing Purposes	62
Customer assists for high water usage on customer side of meter	18
Locking/Unlocking Water Meters	0
Meter Shut-Off/Turn-On at Owner's Request	3
Repairs of distribution system leaks	7
After-Hours System Alarm Responses	4
USA Locations	23
Water Service Line Information Requests	5
Service angle stop/ Valves Replaced	2

**Well level data and production summary reports are available on the District [website](#).** As of July 31, the District has diverted 30% and 27% of the annual San Simeon Creek and Santa Rosa Creek allocations, respectively, with 80% of total production coming from the San Simeon Creek aquifer. San Simeon Creek well levels are trending slightly above average.

## Sustainable Water Facility

Activities for the month of July at the SWF included grading of access road, road base application and building maintenance. We are training new operators at the facility on pump and valve maintenance, replacing old air supply lines for pneumatic valve operation and basic operations.

Staff continues to develop a plan for an Instream Flow Study to support the District's application for a regular Coastal Development Permit, which was updated this month. Engineering staff met with staff from the California Coastal Commission, California Department of Fish and Wildlife, and State Parks to receive feedback and direction on the path ahead.

## Wastewater Treatment Plant (WWTP)

We continue to work under COVID-19 precautions.

The PG&E IGA is moving along on schedule, and a request for a replacement transformer has been submitted to PG&E.

We processed 16.1 million gallons of water and disposed of 128 tons of sludge.



*Figure 1 Aeration basin #2 drained and being cleaned*

This month aeration basin #2 was taken down and cleaned. MKN engineering was here to inspect for future upgrades. This basin had air diffusers that had come off and needed repair. The crew removed the rags, grit and debris from the basin and placed it all into industrial bags. We had a crane come out to

remove the bags from the basin and place them into a dumpster. We filled two dumpsters with bags and then they were taken to the landfill. After removing the bags and opening the basin, we were able to access the broken headers and make needed repairs. The basin was placed back online for a few weeks and then we began to empty basin #1. We hope to have basin #1 cleaned and online in early August.



*Figure 2 Removing debris via crane*

We also had two building painted in July.



*Figure 3 Shop and breakroom with fresh paint.*

### Collection System

A lot of time has been spent cleaning up and removing old equipment from our lift stations . Our Collection System Maintenance Workers, Ben and Tristan, have cleaned out the spider webs and

mopped the floors. We hope to repaint the buildings this fiscal year. The lift stations have not looked this good in years, so a big thank you to Ben and Tristan for all their hard work.

Ben and Tristan have also started taking online classes with California State University - Sacramento for collections operations. Both staff members have applied for their OIT certifications so they can help on the plant when needed.

Ben has taken and passed the written exam for a CDL and now has his learners' permit.

The new sewer camera is being put to use, and our team is continuing to maximize its use.

## Conservation & Permits

This month, we found out we would be losing our Administrative Technician II to the National Park Service. Jim has been incredibly helpful putting together the new Retrofit Points Bank database, updating our GIS system management, and providing frontline customer service for our permit counter. We wish him the best of luck with the NPS in beautiful Yosemite.

Recruitment for the Administrative Technician II – Assistant to the District Engineer will take place as soon as possible. In the meantime, a temporary employee will begin work in August.

## Retrofit Verifications

- 1641 Stuart
- 2500 Sherwood

## Assignment of WL Position

- APN 024-252-043 WL No. 459
- APN 024-086-006 WL No. 431
- APN 024-342-023 WL No. 251
- APN 024-371-009 WL No. 543

## Voluntary Lot Mergers

- APN 023-088-041 and 023-088-023 (4 to 1)

## Water Service Line/Meter Upgrade

- 2264 Center Street – Irrigation Meter Transfer

## Sewer Connection Application – still in process

- Daou Ocean Wastewater Connection

## Regulatory Reports Submitted

- Title 22 June 2020 Self-Monitoring Report Order No. R3-2019-0051
- Division of Drinking Water (DDW) Monthly Reports for June 2020
  - Surface Water Treatment Regulations (SR4)
  - Surface Water Treatment Regulations (SR3)
  - Groundwater Rule (San Simeon Well Field)
  - Total Coliform Rule
- DDW Urban Water Supplier Report – June 2020

- Discharger June 2020 Self-Monitoring Report Order No. 01-100