



CAMBRIA COMMUNITY SERVICES DISTRICT

Thursday, October 26, 2017 - 4:00 PM

1000 Main Street, Cambria, CA 93428

AGENDA

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

1. OPENING

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

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

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

3. ACKNOWLEDGEMENTS AND PRESENTATIONS

- A. The Board will provide a Proclamation to Vice President Greg Sanders

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

- A. Sheriff's Department Report
- B. Cambria Community Services District Fire Department Report

5. Manager's Report

- A. MANAGER'S REPORT

- B. Ad Hoc Committee Reports and Other Related Board Member Reports (Committee Meetings and Board authorized meetings attended)

6. CONSENT AGENDA (Estimated time: 15 Minutes)

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

- A. CONSIDERATION TO ADOPT THE SEPTEMBER 2017 EXPENDITURE REPORT
- B. CONSIDERATION TO ADOPT THE SEPTEMBER 19, 2017 SPECIAL MEETING MINUTES
- C. CONSIDERATION OF REJECTION OF BID FOR INSTALLMENT OF THE INFLUENT SCREEN AT THE WASTEWATER TREATMENT PLANT AND TO AUTHORIZE STAFF TO SEEK INFORMAL BIDS ON REVISED INSTALLATION APPROACH

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

- A. DISCUSSION AND CONSIDERATION AUTHORIZING STAFF TO APPROVE A CONSULTANT SERVICES AGREEMENT WITH BARTLE WELLS ASSOCIATES TO PREPARE A RATE STUDY FOR WATER AND WASTEWATER RATES AND CAPACITY FEES
- B. DISCUSSION AND CONSIDERATION TO APPROVE QUOTE AND AUTHORIZE PURCHASE OF NEW COMPUTER SERVER AND RELATED SOFTWARE AND EQUIPMENT
- C. DISCUSSION AND CONSIDERATION OF ADOPTION OF ORDINANCE 03- 2017 AMENDING CCSD MUNICIPAL CODE SECTION 3.04.030 TO ADD PROVISIONS TO PROVIDE RELIEF FROM FEES AND CHARGES RELATED TO LEAKS
- D. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 42-2017 REVISING THE VOLUNTARY LOT MERGER PROGRAM REGARDING REMODEL PROJECTS THAT DO NOT CHANGE THE FOOTPRINT OF THE STRUCTURE ON THE PROPERTY
- E. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 41-2017 APPROVING LEASE-LEASEBACK AGREEMENTS WITH MUNICIPAL FINANCE CORPORATION AND ITS AFFILIATES FOR 900 MAIN STREET, CAMBRIA
- F. DISCUSSION AND CONSIDERATION TO DECLARE DISTRICT-OWNED PROPERTIES SURPLUS AND TO SELL ONE OR MORE OF THEM TO PAY FOR THE PURCHASE AND RENOVATION OF THE LIBRARY BUILDING
- G. DISCUSSION AND CONSIDERATION TO FILL VACANCIES ON AD HOC COMMITTEES AND LIAISON POSITIONS CREATED BY THE RESIGNATION OF MICHAEL THOMPSON
- H. DISCUSSION AND CONSIDERATION OF PROCEDURE TO FILL THE VACANCY ON THE CCSD BOARD OF DIRECTORS CREATED BY THE RESIGNATION OF GREG SANDERS, INCLUDING CONSIDERATION OF THE FORMATION OF AN AD HOC COMMITTEE TO DEVELOP SAID PROCEDURE
- I. DISCUSSION AND CONSIDERATION TO ELECT A VICE-PRESIDENT OF THE BOARD OF DIRECTORS

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

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

9. ADJOURN TO CLOSED SESSION Closed Session shall be held at the District offices located at 1316 Tamsen Street, Cambria, CA. (Estimated time 60 Minutes)

- A.** CONFERENCE WITH LABOR NEGOTIATORS Pursuant to Government Code Section 54957.6
Agency Designated Representative: District Counsel Timothy Carmel
Unrepresented Employee: General Manager Jerry Gruber
- B.** CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Initiation of litigation pursuant to Government Code Section 54956.9(d)(4):
One potential case.
- C.** CONFERENCE WITH LEGAL COUNSEL
EXISTING LITIGATION pursuant to
Government Code Section 54956.9(d)(1)
Name of Case: Michie v. CCSD

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.A.**

FROM: Jerry Gruber, General Manager

Meeting Date: October 26, 2017

Subject: MANAGER'S REPORT

Department Reports:

GENERAL MANAGER:

I would like to take a moment to acknowledge and welcome the newest CCSD Board Member, Director Wharton. Staff is here to make your transition onto the Board of Directors as smooth as possible. Please let us know if there is anything we can do for you.

I would also like to thank outgoing Vice President Sanders for his wisdom, dedication to service and vision that he has brought to the community of Cambria and to the Board of Directors. It has been an honor to serve alongside you. Best of luck in your future endeavors.

I have reformatted the Public Record Section of the Manager's Report due to the length of the information. I have created a separate report to attach at the end of the report for your review. In the future, I will continue to attach the report to advise the Board of the Public Record Requests received and the responses.

I will be providing the CCSD Board of Directors an update on the following items:

Infrastructure for the Water and Wastewater Departments – a seven year journey.

Clarification on the terminology of upgrading and or replacing the existing Wastewater Treatment Plant. A perspective on where we are, where we are going and what improvements will need to be made in the future based on permitting requirements and the Total Maximum Daily Load Requirements established by the RWQCB.

The health and status of the community's current water supply.

Staff continues to work directly with the State Water Resources Control Board regarding our Water Rights and Licensing.

An update on the community's unaccounted for water. We are actually doing very well - no pun intended.

A detailed update on the Closure Plan for the Surface Impoundment Basin and the Cease and Desist Order. Significant progress has been made on both fronts that will result in a relatively low cost to empty the Surface Impoundment Basin. Additional clarification on preliminary costs that were mentioned prior to the development of the Closure Plan.

Staff continues to work directly with the County of San Luis Obispo on the Regular Coastal Development Permit for the Sustainable Water Facility.

Staff anticipates hiring a Chief Plant Operator for the Sustainable Water Facility with a target start date of Mid-January.

An update of the two reimbursement requests that we have submitted to CAL OES relating to the storm events from last year.

We have a new Community Park that is nearing completion. I will be talking about the final items that need to be completed and the transitioning from the old Dog Park to the new Dog Park. We will be planning a grand opening for the public soon.

Our new Finance Manager will be starting on November 1, 2017. Our new Finance Manager will be working with Patrick for approximately one month prior to Patrick's departure. I want to thank Patrick for his services these past three years. Patrick has brought the Finance Department and the associated reporting to a higher level. Thank you Patrick, you will be missed.

Our new Fire Engine has been delivered and will be out in front of the Veterans Hall on October 26, 2017 during the CCSD Board of Directors Meeting.

Staff is looking forward to transitioning into our new facility. I will be working directly with the architect and contractors in an effort to finish the new facility as soon as possible. Monique Madrid will be assisting me with the transformation of our new headquarters.

I look forward to working with the Board in the development of Public Policy, a Comprehensive Strategic Plan, Goals and Objectives, a Mission Statement, a Vision Statement and a Ten Year Financial Plan.

ADMINISTRATION:

Human Resources:

We will begin the recruitment process to hire a new Wastewater Operator Grade 3 with the intention of having him or her on board no later than early December, 2017. We will begin the recruitment process to hire a new Chief Plant Operator for the Sustainable Water Facility with the intention of having him or her on board no later than early January, 2018.

Information Technology: We held several meetings and met with TekTegrity's consultant Jeff Franklin and the Information Technology Ad-Hoc Committee on several occasions and discussed several options regarding the server proposal. The server proposal is on this agenda for approval by the Board of Directors.

Commissions and Committees:

Haley continues to support the BRPCC and attends each meeting, creating, distributing and posting their agendas, transcribing their minutes and maintaining their documents. She also handles the creation, distribution and posting of the PROs Commission meeting agendas and minutes. The meetings agendas can be found on the CCSD website.

FACILITIES AND RESOURCES:

1. Fiscalini Ranch Preserve:

- a. Eucalyptus Trees:
 - i. One of the objectives of this project is to remove the cape ivy and French broom.
 1. FFRP volunteers manually pulled some French broom and a licensed pesticide applicator was hired to spray both invasives.
 2. A follow up application was conducted on October 9th.
- b. Forest Restoration Projects:
 - i. Forest Thinning:
 1. Work has begun on thinning a previously planted site behind the Dolphin Bench on the Ridge Trail.
 2. The trees were planted by volunteers years ago, but were not spaced properly causing overcrowding and unhealthy trees.
 3. A Biological Survey was conducted by Terra Verde Environmental Consulting. No bird nests were discovered; however, over 40 wood rat

nests were identified. All of these nests were flagged and work will be avoided in these areas.

4. Total area to be thinned out is close to 3 acres.
 5. Work was done by CCSD staff and was completed in 3 days.
- ii. Forest Clean Up:
1. 3 acres behind Owls Roost Bench on Forest Loop Trail will also be worked on this year.
 2. Work will include thinning out, removal of excess material on floor and dropping some dead trees.
 3. Work was conducted from October 5th- October 12th.
 4. Work was done by CCSD staff and a contractor hired by FFRP (Cambria Pines Tree Service).
 5. I would like to thank the public for their patience as work on all of these projects forced temporary trail closures.
- c. Cal Poly Students:
- i. Several groups of Cal Poly students spent two days working on the Ranch.
 - ii. 24 Yards of ice plant was removed from the bluff trail.

2. Community Park:

- a. Community Park:
- i. Dog Park: Work on Dog Park has been completed.
 - ii. Hydro seeding of entire work site has been completed.
 - iii. A soils compaction test was conducted on the parking lot as part of our reporting to the County.
 - iv. S.Chaves Construction have completed all of their work on the park.
- b. Additional work:
- i. CCSD staff cleaned up/ trimmed and chipped a very large willow tree next to the parking lot.
 1. The tree had become a topic of discussion at PROS meetings as it was in poor health and an eye sore.
 - ii. CCSD staff cleared back encroaching branches on Rodeo Grounds Rd.
 - iii. CCSD staff cut and chipped a small eucalyptus forest below Piney Way. All trees removed were under 5" diameter.
 - iv. CCSD Staff installed 300' of split rail fence on the perimeter of the park.
 - v. Delineation of the parking lot is scheduled to begin on October 23rd.
- c. Work on park is scheduled to be completed by Mid-November.

ENGINEER:

Key activities since the September 28, 2017 Board meeting report (report prepared on September 19, 2017) to the date of this report's preparation (October 17, 2017) have included:

- Sustainable Water Facility:
 - The Sustainable Water Facility (SWF) has remained off line.
 - The September Title 22 self-monitoring report was submitted to the Water Board on October 12, 2017, which was three days before its due date.
 - The surface water impoundment basin closure plan was updated based on comments received from the Water Board on October 5, 2017. An updated plan responding to the latest review comments was submitted to the Water Board on October 16, 2017. Subject to the Water Board's review and approval, the current plan is to allow most of the impoundment basin water to be carefully monitored and metered in with the treated wastewater effluent prior to entering a

percolation basin. The mixed water would be subject to meeting basin plan limitations as well as other specific Water Board requirements.

- Progress reporting on the impoundment basin closure was initiated by the District to the Water Board, with a report being provided on October 5, 2017. Our next progress report is planned for October 19, 2017.
 - The surface water impoundment basin has continued to evaporate, with the measured freeboard as of October 17, 2017 being at 54.6 inches (4 feet, 6.6 inches). The minimum freeboard requirement is 2 feet, 10.2 inches. The groundwater table has also continued to lower during summer months. As of October 17, 2017, the groundwater level was approximately 10.51 feet below the pond bottom. Liner integrity testing of the basin is conducted weekly. This weekly testing continues to show 0 gallons of water is being found within the lower vadose zone monitoring well, which confirms no leakage is occurring through the liner system.
 - Staff (Carolyn Winfrey) continued to coordinate with Water Board staff, outside laboratories, and District operators to improve upon report timeliness as well as quality. Staff will also be ordering a spectrophotometer to support basin closure efforts as well as future operations.
 - Soil borings were conducted outside the northern and eastern impoundment berms as part of the hydrogeological investigation called out within the Water Board's Cease and Desist order. The results to date are promising, which show a French drain system may be feasible outside of the berms to keep the groundwater table below its maximum permitted level. Two more soil borings are planned for October 18, 2017.
 - Work continues on preparing for the upcoming rainy season. Preliminary drainage designs are being reviewed with contractors. An emergency coastal development permit application was also submitted to the County for this proposed work. Once a permit is issued, we plan to use a contractor to complete the emergency surface water drainage efforts that were originally started last January. To seek help with improving offsite drainage conditions to the north and outside of District-owned property, outreach efforts are in progress with State Parks as well as the County.
 - The Fence Factory is completing repairs to the fencing between the surface water impoundment and Van Gordon Creek. This effort should be completed within the next few days.
 - Staff continues to coordinate with County Planning staff on the Regular Coastal Development Permitting process. Our next meeting to review this process is planned for October 18, 2017.
- Permit Counter: So far this year, 6 Transfers of Position, 16 Assignments, 32 Voluntary Lot Mergers, and 45 Remodel Applications have been reviewed and processed.
 - CIP Planning and Updating/Coordination: The CIP list continues to be refined and updated as needs are identified. Our most recent Infrastructure Ad-Hoc Committee meeting of October 13, 2017 resulted in some updates being made on future water project needs. A meeting with the committee on wastewater needs is planned for November 1, 2017.
 - Coordination with FEMA/Cal OES: As follow up to the flooding and storm damage that occurred earlier this year, invoices totaling \$16,729.73 have been submitted for review and approval for reimbursement to FEMA and CalOES. Additional costs are being prepared for submission.
 - Miscellaneous Water and Wastewater Plant Projects and Repairs:
 - Influent Screen. Following receipt of a bid on August 9, 2017, which was well above the budgeted estimate of \$85,000, staff developed proposed cost savings changes to the project. These were subsequently reviewed with FRM during an August 16, 2017 meeting. As a result, the installation cost is now estimated at approximately \$85,000 to \$125,000 versus the original bid amount of \$337,622.70. As of the date of this staff report (October 18, 2017), further discussions are still needed on how best to implement cost reduction changes.
 - See water portion of report for a discussion on water system repairs. Staff is currently working on a proposed contract to support design of a permanent high-pressure water main repair to replace the temporary bypass pipeline that was placed along the pedestrian bridge behind the Bluebird Inn and Black Cat Restaurant.

- Other Miscellaneous Activities:
 - Staff facilitated a meeting on September 13, 2017 to discuss and coordinate the installation of a GIS viewer developed by consultant Seth Sutherland. The viewer is currently being installed on all water and wastewater computers to allow viewing of water and wastewater infrastructure. Its installation is planned to expand to all District computers.
 - Water Loss for July & August bi-monthly period was analyzed and found to be at 14% prior to factoring in the water lost from the major hi-pressure water main leak behind the Bluebird Inn, which had continued to leak during the period of July 1 until the temporary bypass pipeline went into service on July 7, 2017. After factoring in an estimate of the water lost during this major leak, the water loss dropped to 10% for this bi-monthly period, which is a more reasonable value, especially when compared to the much higher losses experienced before this leak was ultimately found and bypassed. The 2016 annual Consumer Confidence Report was finalized and prepared for distribution.
 - The 2016 Calendar Year Water Loss Audit for CCSD was submitted to DWR on September 29, 2017 in compliance with Senate Bill 555. A presentation on the results of this audit is planned for the November 16, 2017 Regular Board Meeting.
 - Staff (Carolyn Winfrey and Jason Buhl) compiled the results from the 2016 Triennial Lead and Copper Monitoring Program and sent lead consumer notices with results to 19 customers as well as the DDW in compliance with 40 CFR 141.86.

Well Level reports from September 5, 2017 readings are attached, and are also being made available for review on the District's website at www.cambriacsd.org

FIRE:

September 2017

Prevention and Education

- 01 Residential rough/hydro inspections were completed
- 02 Fire final inspections
- 03 Residential site visits for building questions
- 03 Fire plan reviews
 - 2017 Christmas Village – Cambria Pines Lodge
 - 2015 Dorking
 - 526 Huntington
 - 1441 Richard
- 17 Engine company commercial fire and life safety inspections were conducted
- 05 Public education events
- 13 Residential smoke/carbon monoxide detectors were installed and or the batteries changed
- 03 Contacts with people regarding fire prevention questions
- 02 Fire Engine and Station tours

Hydrants Maintenance & Testing

Date	Water Used	Hydrants Completed	Hours
June	3,768	32	52
July	0	0	0
August	1,650	21	16
September	0	30	18
Total	5,418	83	86

Meetings and Affiliations

- 9
- Final Inspection for Engine 5792 September 1st, Appleton, WI
 - Staff meeting September 7th, 0830 Cambria CSD Fire
 - ISO review September 7th, 1300 Cambria CSD Fire
 - Lot Merger meeting September 12th, 1430 Admin
 - Plans Examiner 1B Course September 15th-17th, Rancho Cucamonga
 - Estero Bay Chief's meeting September 18th, Cayucos
 - Plans Examiner 1C Course September 21st-24th, Rancho Cucamonga
 - Firesafe Focus Group meeting September 27th, Cambria CSD Fire

Operations and News

- Training hours: 88 hours, Training for the month of September was primarily focused on the following topics:
 - NCOR operations
 - Engine Company Inspections
 - MCI operations
 - Simulator training
 - Emergency radio use

Fire Statistics are attached for your review.

WASTEWATER:

Wastewater Treatment Plant Operations

- OSHA Pressure vessel inspection of air tanks. Passed and we have had to add one more tank to the requirements.
- The new Muffin Monster has been installed.
- Tim and Toni have been working on the plant water return.
- We now have our second effluent pump installed and working.
- Toni and Tim have been working hard to finish the break room.

Collection Systems & Lift Stations

- We are continuing our ongoing campaign to locate the source of all the water getting into the collection system via I&I. We have had 19 lids replaced this month by Bob Wright Cont. and West Coast Tree.
- The vactor truck has been in the field Cleaned lines.
- We have had to use the camera to locate trouble in a few locations in the system.
- We have an authorized hook up behind the liquor store on Main. This has been reported to the County.

Laboratory:

- Abalone Coast continued to provide the services of a certified laboratory analyst for those analyses that are reported to the state. At this point Amanda is calibrating the online pH meter on a monthly basis.
- Abalone also comes out every month to calibrate the pH meter here at the plant.

Administrative:

- Toni Artho has passed his Grade III wastewater exam and received the Grade III certificate.
- Monique has been working hard on the recruitment for a grade III operator.
- Jay Block is still out for an illness.

- 10
- We all hope he is well soon.

WATER:

1. On September 19th Water Dept. operator Adam Steventon noticed a wet spot in front of 5480 Pembroke. Just a little water bubbling out of ground. As usual operators called USA for utility location prior to excavation. On September 21st Water Dept. operators hand dug with shovels and exposed the leak. The leak was located at a 90 degree turn in a six inch water main. This is difficult repair to make and would have required the full attention of the entire water staff. Unfortunately there were not enough staff available to complete repair in house. Therefore, Water Dept. staff covered the exposed leak with a street plate and Bob Wright Construction was called in to assist with the repair. On September 25th, Bob Wright, with help from Water Dept. staff, started work on the repair and determined a much larger excavation was needed. By the end of the day, Bob had a plan to successfully complete this repair, which was completed as a joint effort with Bob Wright Construction and three Water Department operators. Because of unforeseen circumstances and safety needs, repairing the leak required isolating the 300-400 block of Pembroke for approximately six hours. This effort also required a concrete thrust block, which had to cure approximately four hours before staff was able to restore service to the 300-400 block of Pembroke. We received one official complaint about this outage, which was followed up by having Water Dept. operator Travis Holt meet with customer at his home to explain the situation. Travis reported that this gentleman was understanding and subsequently withdrew his complaint.

2. Well levels are holding. As of October 2nd Distance from well head to water is as follows:

Well	Top of Casing to Water Surface	Water Surface Elevation
SR-4	31.98	50.02
SR-3	20.05	34.25
SS-1	17.49	14.88

3. SWF is offline. Well levels predicate the need for operating the SWF. Well levels are high for this time of year. High well levels indicate that the operation of the SWF will not be needed to supplement the San Simeon aquifer this year. John Allchin continues as the SWF CPO, until a permanent CPO is hired. Larry Moore continues to oversee and perform maintenance at the SWF. In September Larry, with the assistance of Water Dept. staff and Carolyn Winfrey, worked over 30 hours at the SWF and surrounding areas. Sampling was performed, and well levels were measured around the impoundment basin and the San Simeon well field, relating to requirements of the SWF permit. Monthly re-circulation of preservol for filter membrane maintenance was conducted. In addition to the 30 hours spent at the SWF, Water Dept. staff conducted the daily inspection and measurement of the impoundment basin. Weekly impoundment liner integrity testing was conducted and logged. Water Department staff assisted in moving sand and sand bags to allow access for a drilling contractor to conduct investigative soil borings outside of the northern and eastern berms of the impoundment basin. John Allchin, Wastewater Department staff, and biologist Cindy Cleveland planted over 300 willow trees near the impoundment area per conditions of a streambed alteration permit associated with inspection and repair of the fencing located between the impoundment and Van Gordon Creek.

4. The alley that runs parallel with the 4000 block of Burton Dr. had an active 2” steel water main that feeds water to five services, with two of the services belonging to the Burton Inn. This steel line was one of the few remaining in the distribution system and leaked quite often due to it being only two feet deep in the ground, being driven over by heavy delivery

trucks, and its corroded condition. In addition, the pipeline did not have a valve in the street to isolate in case of emergencies, which resulted in having to isolate multiple blocks to perform repairs. Following management approval in September, a plan was developed to replace the old 2-inch steel line with a new 6-inch diameter C-900 PVC main line with five new saddles and corporation stops, new 1" service laterals, an isolation valve, and a fire hydrant. Dechance Construction started this project on September 25th 2017. This project's new 6" isolation valve at Center St. will now allow isolating the line in case of future emergencies. Because this is a dead end pipeline that does not loop back into another main line, a new fire hydrant was added at the end of the line. The hydrant is located right behind the Burton Inn, which will improve fire protection for the Inn and nearby businesses, while also serving as a blow off to facilitate future pipeline flushing. As of the date of this report (October 17, 2017), the new 6-inch pipeline was in service.

5. Production continues to drop.

September 2017 Production = 42.51 Ac. Ft.
 August 2017 Production = 50.90 Ac. Ft.
 September 2016 Production = 45.67 Ac. Ft.
 September 2013 Production = 65.35 Ac. Ft.

6. On September 26th Jerry Gruber, Bob Gresens and Jason Buhl met with Scott McFarland from the California State Water Resources Control Board to discuss licensing of the CCSD water rights diversion permits. After this meeting, Supervisor Buhl provided Mr. McFarland with a tour of all the CCSD well sites, pump stations and tank sites. This tour included the various monitoring wells that the Water Department includes in its reports. Mr. McFarland was also shown the Palmer Flat area at the San Simeon Creek and provided with an explanation on how our aquifers recharge. Supervisor Buhl reported he was very pleased with the Water Dept. staff members by having every facility spotless and cleaned to perfection. We all greatly appreciate the pride our operators take in keeping our facilities clean and in good working order.
7. In September water operators manually read 117 meters, on top of that they manually re-read another 88 meters for billing purposes. Water Dept. staff assisted 45 customers with high usage or a leak on the customer's side of meter. Staff locked/unlocked two meters. Staff shut off 7 meters per owner's request. Four leaks occurred in the distribution system, three were in service laterals, and one was on a 6" main line on Pembroke. 8 retro fit inspections were scheduled and completed. 20 USA locations were carefully performed. 2 faulty meter shut offs were replaced. One service lateral with a leak was completely upgraded from 3/4" to 1" on the 300 block of Weymouth St.

Attachments: 01 Finance Manager's Report
 02 Fire Statistics
 03 Production and Well graphs
 04 Balance Public Relations Status Report October 2017
 05 General Manager's PowerPoint Presentation
 06 Public Records Requests and Responses

**BOARD OF DIRECTORS' MEETING – OCTOBER 26, 2017
ADDENDUM TO GENERAL MANAGER'S REPORT
FINANCE MANAGER'S REPORT**

ADMINISTRATION

BUDGET FY 2017/2018

- The Budget for Fiscal Year 2017/2018 was adopted by the Board on June 22, 2017.

EXPENDITURES OVER \$100,000

There were no expenditures exceeding \$100,000 during September 2017.

WATER/WASTEWATER USAGE AND BILLING

The chart on the next page reflects usage and billing through July/August 2017. The CCF billed for July/August were 8% higher than the amounts billed the previous year and 66% of the amount billed in 2012/2013. The revenue realized from Water sales was \$69,442 more than billed the previous year due to the increased usage and the rate increase in March 2017.

CCSD WATER SALES HISTORY							
9/12/2017							
FY 12/13	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>	<u>CUMULATIVE</u>
BASE	102,586	102,672	102,722	102,809	102,906	102,915	616,610
USAGE	278,488	210,933	146,434	151,971	173,955	229,755	1,191,536
ADJUSTMNTS	877	97	1,527	673	809	946	4,929
TOTAL CASH	381,951	313,702	250,683	255,453	277,670	333,616	1,813,075
CCF	61,407	51,098	40,051	40,943	44,201	54,173	291,873
USAGE \$/CCF	4.54	4.13	3.66	3.71	3.94	4.24	
FY 13/14	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>	<u>CUMULATIVE</u>
BASE	102,895	102,793	102,784	102,907	102,885	102,755	617,019
USAGE	288,512	192,906	137,197	129,137	97,979	99,313	945,044
EWS BASE							
EWS USAGE							
ADJUSTMNTS	2,215	2,404	2,222	553	(157)	(17,035)	(9,798)
PENALTIES/SURCHARGES					70,706	46,779	117,485
TOTAL CASH	393,622	298,103	242,203	232,597	271,413	231,812	1,669,750
CCF	63,113	47,345	38,827	36,576	24,917	25,500	236,278
USAGE \$/CCF	4.57	4.07	3.53	3.53	3.93	3.89	
FY 15/16	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>	<u>CUMULATIVE</u>
BASE	102,935	102,730	102,828	102,864	115,313	115,127	641,797
USAGE	124,569	116,096	101,617	92,773	211,292	249,393	895,740
EWS BASE	61,874	61,792	62,098	61,882	61,161	61,244	370,051
EWS USAGE	83,654	79,869	71,071	66,124	74,753	88,395	463,866
EWS OPS		36,864	49,964				86,828
ADJUSTMNTS	(3,964)	(49,726)	(23,276)	(34,172)	(31,637)	(12,410)	(155,185)
PENALTIES/SU	127,290	82,583	50,674	66,613	-	-	327,160
TOTAL CASH	496,358	430,208	414,976	356,084	430,882	501,749	2,630,257
CCF	33,441	32,633	27,147	24,968	27,603	34,043	179,835
% OF FY 12-13	54%	64%	68%	61%	62%	63%	
USAGE \$/CCF	3.73	3.56	3.74	3.72	7.65	7.33	
EWS \$/CCF	2.50	2.45	2.62	2.65	2.71	2.60	
FY 16/17	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>	<u>CUMULATIVE</u>
BASE	115,161	115,251	115,479	115,359	119,875	119,721	700,846
USAGE	271,877	226,322	217,595	203,642	210,247	272,132	1,401,815
EWS BASE	61,236	61,269	61,559	61,320	61,276	61,186	367,846
EWS USAGE	97,713	80,307	76,385	71,449	70,676	93,693	490,223
EWS OPS		34,571	80,163	-	-	-	114,734
ADJUSTMNTS	(5,760)	(552)	(913)	(3,871)	(1,208)	(998)	(13,302)
PENALTIES/SU	-	-	-	-	-	-	-
TOTAL CASH	540,227	517,168	550,268	447,899	460,866	545,734	3,062,162
CCF	37,484	31,242	28,230	26,611	26,292	33,723	183,582
% OF FY 12-13	61%	61%	70%	65%	59%	62%	
USAGE \$/CCF	7.25	7.24	7.71	7.65	8.00	8.07	
EWS \$/CCF	2.61	2.57	2.71	2.68	2.69	2.78	
FY 17/18	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>	<u>CUMULATIVE</u>
BASE	119,750						119,750
USAGE	319,637						319,637
EWS BASE	61,559						61,559
EWS USAGE	112,097						112,097
EWS OPS	-						-
ADJUSTMNTS	(3,374)						(3,374)
PENALTIES/SU	-						-
TOTAL CASH	609,669	-	-	-	-	-	609,669
CCF	40,464						40,464
% OF FY 12-13	66%	0%	0%	0%	0%	0%	
USAGE \$/CCF	7.90						
EWS \$/CCF	2.77						

The chart below shows how actual CCFs billed in fiscal years 2013/14, 2014/15, 2015/16, 2016/17 and 2017/18 compared to what was billed in fiscal year 2012/13. Fiscal year 2012/13 usage is the base year used by the State of California to measure District progress in complying with water reduction guidelines.

WATER USAGE BILLED IN CCF COMPARED TO FISCAL YEAR 2012/2013							
	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>	<u>TOTAL</u>
FY 2012/2013	61,407	51,098	40,051	40,943	44,201	54,173	291,873
FY 2013/2014	63,113	47,345	38,827	36,576	24,917	25,500	236,278
Note 1	103%	93%	97%	89%	56%	47%	81.0%
FY 2014/2015	31,592	28,764	23,723	23,967	28,899	28,229	165,174
Note 1	51%	56%	59%	59%	65%	52%	56.6%
FY 2015/2016	33,441	32,633	27,147	24,968	27,603	34,043	179,835
Note 1	54%	64%	68%	61%	62%	63%	61.6%
FY 2016/2017	37,484	31,242	28,230	26,611	26,292	33,723	183,582
Note 1	61%	61%	70%	65%	59%	62%	62.9%
FY 2017/2018	40,464						40,464
Note 1	66%						

Note 1: Each billing cycle compared to same billing cycle in FY 2012/2013

The chart below shows how actual CCFs billed in fiscal years 2014/15, 2015/16, 2016/17 and 2017/18 compared to what was billed in fiscal year 2013/14. Rate increases effective March 1, 2016 were based on the assumption that water consumption would be 70% of water consumption in fiscal year 2013/14. Water consumed in fiscal year 2016/17 was actually 78% of water consumed in fiscal year 2013/14.

WATER USAGE BILLED IN CCF COMPARED TO FISCAL YEAR 2013/2014							
	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>	<u>TOTAL</u>
FY 2013/2014	63,113	47,345	38,827	36,576	24,917	25,500	236,278
FY 2014/2015	31,592	28,764	23,723	23,967	28,899	28,229	165,174
Note 1	50%	61%	61%	66%	116%	111%	70%
FY 2015/2016	33,441	32,633	27,147	24,968	27,603	34,043	179,835
Note 1	53%	69%	70%	68%	111%	134%	76%
FY 2016/2017	37,484	31,242	28,230	26,611	26,292	33,723	183,582
Note 1	59%	66%	73%	73%	106%	132%	78%
FY 2017/2018	40,464						40,464
Note 1	64%						17%

Note 1: Each billing cycle compared to same billing cycle in FY 2013/2014

WASTEWATER REVENUE

The chart below shows actual Wastewater revenue for fiscal years 2013, 2014, 2016, 2017 and 2018.

CCSD WASTEWATER REVENUE HISTORY							
9/12/2017							
FY 12/13	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>	<u>CUMULATIVE</u>
TOTAL	353,040	333,530	314,016	316,887	322,690	339,547	1,979,710
BASE	248,975	248,931	248,991	249,061	248,917	248,880	1,493,755
USAGE	104,065	84,599	65,025	67,826	73,773	90,667	485,955
<i>PERCENT REVENUES COMPARED TO JUL/AUG 2013:</i>							
	100%	81%	62%	65%	71%	87%	
FY 13/14	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>	<u>CUMULATIVE</u>
TOTAL	356,678	327,765	312,334	309,020	288,655	288,937	1,883,389
BASE	249,916	249,111	249,098	249,489	249,415	249,153	1,496,182
USAGE	106,762	78,654	63,236	59,531	39,240	39,784	387,207
<i>REVENUES COMPARED TO SAME PERIOD FY 12/13</i>							
TOTAL %	101%	98%	99%	98%	89%	85%	
USAGE %	103%	93%	97%	88%	53%	44%	
FY 15/16	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>	<u>CUMULATIVE</u>
TOTAL	297,892	296,385	292,464	289,964	305,052	318,932	1,800,689
BASE	250,403	249,841	250,429	250,500	214,599	214,989	1,430,761
USAGE	47,489	46,544	42,035	39,464	90,453	103,943	369,928
<i>REVENUES COMPARED TO SAME PERIOD FY 12/13</i>							
TOTAL %	84%	89%	93%	92%	95%	94%	
USAGE %	46%	55%	65%	58%	123%	115%	
FY 16/17	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>	<u>CUMULATIVE</u>
TOTAL	328,858	311,453	308,180	302,595	313,662	337,543	1,902,291
BASE	215,451	215,464	215,866	215,540	224,050	223,681	1,310,052
USAGE	113,407	95,989	92,314	87,055	89,612	113,862	592,239
<i>REVENUES COMPARED TO SAME PERIOD FY 12/13</i>							
TOTAL %	93%	93%	98%	95%	97%	99%	
USAGE %	109%	113%	142%	128%	121%	126%	
FY 17/18	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>	<u>CUMULATIVE</u>
TOTAL	356,886						356,886
BASE	224,099						224,099
USAGE	132,787						132,787
<i>REVENUES COMPARED TO SAME PERIOD FY 12/13</i>							
TOTAL %	101%						
USAGE %	109%						

EXPENDITURES FOR THE SUSTAINABLE WATER FACILITY

The District has undertaken the development of a Sustainable Water Facility system in response to the worst drought in California history which resulted in a declared Stage 3 Drought Emergency. \$13,202,057 in expenditures for the EWS project have been authorized by the CCSD Board of Directors. Those expenditures include the following:

CDM SMITH: ENGINEERING, PRECONSTRUCTION, PERMITTING & ENVIRONMENTAL SERVICES	2,795,799
CDM CONSTRUCTORS: DESIGN/BUILD	7,366,742
GENERAL COSTS	421,867
OTHER PROFESSIONAL SERVICES	793,107
TOTAL PLANT DESIGN/BUILD EXPENDITURES	11,377,515
REGULAR COASTAL DEVELOPMENT PERMIT	1,407,218
PLANT START-UP EXPENDITURES	417,324
TOTAL AUTHORIZATIONS	13,202,057

Total commitments made to-date, in the form of issued purchase orders, equal \$10,420,160. These relate to Task Orders in the following way:

\$ 174,495	Task Order 1: Hydroeological Modeling
299,601	Task Order 2: Preconstruction Engineering (Phase 1)
920,084	Task Order 3: Preconstruction Services (Phase 2)
499,941	Task Order 4: Engineering, Permitting, Purchase Assistance
584,607	Task Order 5: Permitting and Environmental
308,090	Task Order 6: Permitting and Environmental
161,600	Task Order 7: Completion of an Updated Tracer Study
105,000	Task Order 8: EIR Support
<u>\$ 3,053,418</u>	Total CDM Smith
6,647,919	Design/Build Contract
511,602	Change Order 1
123,953	Change Order 2
83,268	Change Order 3
<u>\$ 7,366,742</u>	Total CDM Constructors
\$ 10,420,160	Total CDM Smith and CDM Constructors

Invoices paid through September 2017 to CDM Smith, the Sustainable Water Facility Project's primary design/build contractor, equal \$2,920,302.

Invoices paid through September 2017 to CDM Contractors Inc., the Sustainable Water Facility Project's primary builder, equal \$7,366,742.

Total expenditures to all vendors through September 2017 equal \$12,211,866.

CASH BALANCES

CCSD maintains one account with the State of California Local Agency Investment Fund (LAIF) and the following five accounts at Heritage Oaks Bank:

- a payroll account;
- an account for operation of the Veteran's Hall;
- an account for medical benefits for employees;
- a main checking account; and
- a money market account.

CCSD pools all of its cash for all of its funds so, other than restricted funds, no cash asset is held for any specific fund. It should be noted that when the pooling method is used, a fund may overdraw its account in the pool. These overdrafts are reported as liabilities with a corresponding receivable (due to/from other funds) on the balance sheet.

The first three accounts shown above are restricted funds which are not available for use in other areas. However, the last two accounts are unrestricted and are available, along with LAIF, as part of the "pooled" cash of CCSD.

Revenues and expenditures fluctuate significantly from month to month and therefore the most appropriate comparison of available cash balances is at the end of the fiscal year on June 30th. Final balance amounts in the Water and Wastewater funds are determined after all other fiscal year activity is recorded, reconciled and audited. Audited cash balances on June 30, 2016 were as shown below. It should be noted that the 2014 and 2015 loans to the Water Fund were to support expenditures for the Sustainable Water Facility construction and those loans were repaid when the Prop 84 grant was received in December 2015.

CCSD FINANCIAL AUDIT JUNE 30, 2016			
<u>FUND</u>	<u>CASH BALANCE</u>	<u>INTERFUND LOAN</u>	<u>CASH POSITION</u>
GENERAL FUND	4,234,000	(466,777)	3,767,223
WATER FUND	1,091,011	-	1,091,011
WASTEWATER FUND	(466,777)	466,777	-
TOTAL	4,858,234	0	4,858,234

CCSD CURRENT CASH POSITION AND PROJECTION

Cash balances on September 30, 2017 were \$2,126,841 as shown below. However, there were \$97,526 in checks issued but still outstanding at the end of the month which leaves only \$2,029,315 in cash actually available.

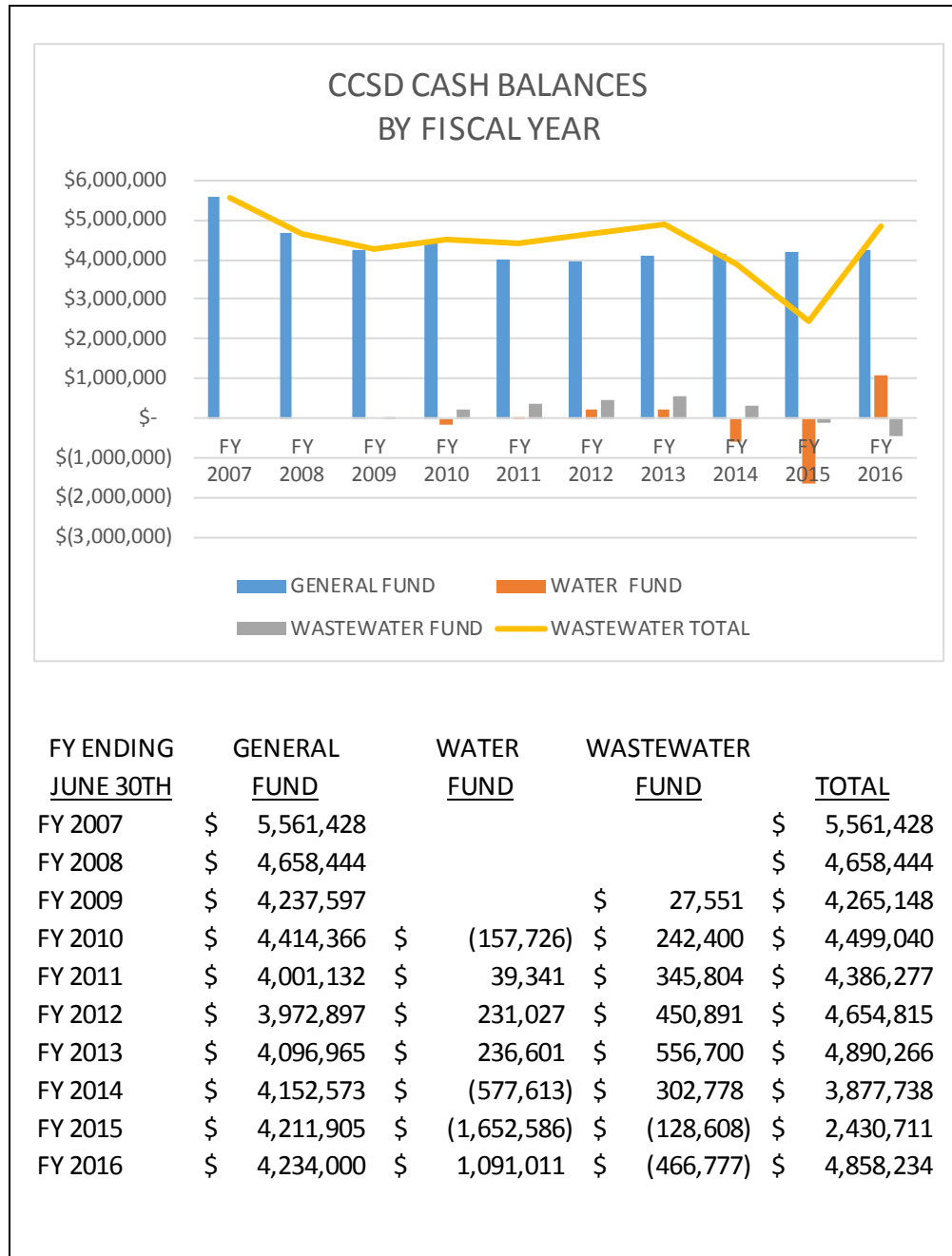
CCSD CASH POSITION	
SEPTEMBER 30, 2017	
HOB CHECKING BALANCE	\$532,745
HOB MONEY MARKET BALANCE	\$507,692
LAIF BALANCE	<u>\$1,086,404</u>
TOTAL CASH	<u>\$2,126,841</u>
OUTSTANDING CHECKS	<u>(97,526)</u>
AVAILABLE CASH	<u><u>\$2,029,315</u></u>

The cash flow projection for Cambria Community Services District for the Fiscal Year 2017-2018 is shown on the next page.

CCSD CASH FLOW PROJECTION 10/1/17 THROUGH 6/30/18

	<u>SWF CASH</u>	<u>OTHER CASH</u>	<u>TOTAL CASH</u>
CASH BALANCE 10/1/17	862,366	1,166,949	2,029,315
<u>CASH IN</u>			
PROPERTY TAX		2,376,979	2,376,979
FSBA (FIRE)		451,534	451,534
GRANT PPE (FIRE)		75,000	75,000
GRANT SAFER (FIRE)		117,240	117,240
GARBAGE FRANCHISE FEE		79,640	79,640
OTHER (GENERAL FUND)		114,363	114,363
WASTEWATER SALES		1,324,552	1,324,552
STANDBY/AVAIL FEES		119,000	119,000
WATER SALES		1,537,998	1,537,998
SWF SALES		597,631	597,631
STANDBY/AVAIL FEES		178,000	178,000
WAIT LIST FEES		1,233	1,233
OTHER (WATER FUND)		107,242	107,242
TOTAL CASH IN	-	7,080,411	7,080,411
<u>CASH OUT</u>			
PERSONNEL		3,607,852	3,607,852
UTILITIES		372,251	372,251
OPERATIONS		1,529,322	1,529,322
<u>CAPITAL PROJECTS:</u>			
- FIRE PERSONAL PROTECTIVE EQUIP		-	-
- EAST RANCH IMPROVEMENTS		75,000	75,000
- PURCHASE ADMIN OFFICE BUILDING		395,027	395,027
- PURCHASE FINANCE SOFTWARE		175,000	175,000
- REPLACE ADMIN SERVERS		35,000	35,000
- INFLUENT SCREEN		85,000	85,000
- STUART ST TANK REPAIR		-	-
- SWF PROJECT	225,000		225,000
<u>DEBT PAYMENTS</u>			
- FIRE TRUCK PURCHASE		134,340	134,340
- VEHICLE PAYMENTS		38,172	38,172
- LOAN PAYMENTS		409,461	409,461
TOTAL CASH OUT	225,000	6,856,425	7,081,425
NET CASH IMPACT	(225,000)	223,986	(1,014)
PROJECTED CASH BALANCE 6/30/18	637,366	1,390,935	2,028,301

The following chart and table show audited cash balances in the three funds on June 30th of each fiscal year for the last ten years.



DISTRICT DEBT SUMMARY

LONG TERM DEBT

<u>FUND</u>	<u>DEBT HOLDER</u>	<u>PURPOSE</u>	<u>ORIGINAL PRINCIPAL</u>	<u>ISSUE DATE</u>	<u>AMOUNT DUE 6/30/17</u>	<u>FINAL PAYMENT DATE</u>	<u>INT RATE</u>	<u>ANNUAL PAYMENT</u>
Water	Note 1	Note 1	\$ 8,939,000	8/11/14	\$ 8,171,712	8/1/34	4.11%	\$ 659,426
Wtr/WW	Note 2	Note 2	\$ 1,585,000	3/23/11	\$ 971,000	9/23/23	4.55%	\$ 161,985

SHORT TERM DEBT

<u>FUND</u>	<u>DEBT HOLDER</u>	<u>PURPOSE</u>	<u>ORIGINAL PRINCIPAL</u>	<u>ISSUE DATE</u>	<u>AMOUNT DUE 6/30/17</u>	<u>FINAL PAYMENT DATE</u>	<u>INT RATE</u>	<u>ANNUAL PAYMENT</u>
Various	Note 3	Note 3	\$ 53,611	10/30/13	\$ 14,596	11/20/17	3.50%	\$ 14,596
General	Note 4	Note 4	\$ 31,350	7/31/13	\$ 6,793	7/30/18	0.00%	\$ 6,270
General	Note 5	Note 5	\$ 32,612	2/26/16	\$ 24,920	1/26/21	3.50%	\$ 7,645

INTERNAL LOAN

In Fiscal Year 2009-2010, the Water Fund borrowed \$166,000 from the General Fund to pay a required match on a grant from the Army Corps of Engineers. \$157,726 of that loan has been outstanding since June 30, 2010.

NOTES

- Note 1. Borrowed from Western Alliance Bank to finance development of the Sustainable Water Facility.
- Note 2. Borrowed from City National Bank to refund 1999 Water and Wastewater bonds.
- Note 3. Borrowed from Morton Revocable Trust for two trucks.
- Note 4. Borrowed from John Deere Financial for a tractor.
- Note 5. Borrowed from Ford Motor Credit for a truck.

CMB Fire Monthly Stats: Incidents

Categories	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Totals
Fire	0	2	0	2	0	0	2	0	1				7
Hazardous Mat.	0	0	0	0	0	0	0	0	0				0
Medical	64	48	47	54	49	45	41	35	42				425
(Ocean Rescue)	0	0	0	1	1	3	0	0	1				6
(Cliffside Rescue)	0	0	0	0	0	0	0	0	0				0
Vehicle TC	1	2	4	2	1	2	2	3	3				20
Hazardous Situations	13	27	5	3	7	3	0	2	2				62
Public Service Assist	17	13	17	16	11	15	18	13	21				141
False Alarms	10	16	8	9	12	11	20	16	13				115
Agency Assist	0	0	0	0	0	0	0	0	0				0
Mutual Aid	0	0	0	0	3	2	2	0	0				7
(Structure Fire)	0	0	0	0	2	0	0	0	0				2
(Vegetation Fire - In County)	0	0	0	0	1	2	2	0	0				5
(Vegetation Fire - Out of County)	0	0	0	0	0	0	0	0	0				0
Auto Aid	0	0	0	0	2	1	6	1	3				13
(Structure Fire)	0	0	0	0	0	0	0	0	0				0
(Vegetation Fire)	0	0	0	0	0	1	6	0	3				10
(Vehicle Accident)	0	0	0	0	2	0	0	1	0				3
Fire Investigations	0	0	0	0	0	0	0	0	0				0
Monthly Response Totals	105	108	81	87	91	79	91	70	85	0	0	0	797

2017
CAMBRIA COMMUNITY SERVICES DISTRICT
GROSS WATER PRODUCTION, BY SOURCE
REPORTED IN ACRE-FEET

YEAR	SOURCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	YEAR
2004	S.S.	55.83	51.40	58.56	64.33	67.98	52.62	47.04	39.68	41.06	34.80	49.30	49.92	612.52	2004
	S.R.	0.00	0.61	1.17	4.84	8.68	22.08	30.80	36.30	27.32	24.95	1.73	1.63	160.11	
	SS & SR TOTAL	55.83	52.01	59.73	69.17	76.66	74.70	77.84	75.98	68.38	59.75	51.03	51.55	772.63	
2003	S.S.	52.73	49.97	57.35	58.32	62.82	68.22	65.05	63.34	58.91	67.08	56.20	48.84	708.83	2003
	S.R.	0.70	1.11	0.48	0.94	1.84	5.63	19.77	22.04	16.00	6.58	3.12	5.84	84.05	
	SS & SR TOTAL	53.43	51.08	57.83	59.26	64.66	73.85	84.82	85.38	74.91	73.66	59.32	54.68	792.88	
2002	S.S.	54.43	52.23	60.70	65.43	60.75	55.13	66.79	73.35	66.59	62.03	56.36	53.98	727.77	2002
	S.R.	1.28	1.27	1.10	1.11	14.82	22.79	19.54	9.67	3.52	4.02	2.04	0.55	81.71	
	SS & SR TOTAL	55.71	53.50	61.80	66.54	75.57	77.92	86.33	83.02	70.11	66.05	58.40	54.53	809.48	
2001	S.S.	56.16	48.05	55.92	60.69	73.30	77.51	85.01	78.50	53.45	56.21	48.16	52.29	745.25	2001
	S.R.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.78	21.08	16.87	8.06	0.89	52.68	
	SS & SR TOTAL	56.16	48.05	55.92	60.69	73.30	77.51	85.01	84.28	74.53	73.08	56.22	53.18	797.93	
2000	S.S.	56.41	50.43	55.27	65.40	70.84	73.60	85.00	84.68	73.30	65.60	58.49	59.80	798.82	2000
	S.R.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	SS & SR TOTAL	56.41	50.43	55.27	65.40	70.84	73.60	85.00	84.68	73.30	65.60	58.49	59.80	798.82	
1999	S.S.	56.40	45.26	52.16	57.40	70.43	71.35	85.41	82.68	69.45	68.04	57.78	57.69	774.05	1999
	S.R.	0.01	0.01	0.01	0.04	0.02	0.07	0.01	0.02	0.32	0.02	0.00	0.00	0.53	
	SS & SR TOTAL	56.41	45.27	52.17	57.44	70.45	71.42	85.42	82.70	69.77	68.06	57.78	57.69	774.58	
1998	S.S.	44.39	46.36	47.00	50.53	56.43	63.43	77.75	80.30	68.35	66.58	54.06	52.13	707.31	1998
	S.R.	0.01	0.01	0.01	0.01	0.00	0.01	0.01	0.09	0.01	0.00	0.00	0.00	0.16	
	SS & SR TOTAL	44.40	46.37	47.01	50.54	56.43	63.44	77.76	80.39	68.36	66.58	54.06	52.13	707.47	
1997	S.S.	50.61	49.20	65.66	68.65	76.18	79.14	82.31	57.02	37.32	27.50	38.96	45.96	678.51	1997
	S.R.	0.02	0.08	0.02	0.02	0.02	0.02	0.38	25.92	31.54	36.85	12.41	0.01	107.29	
	SS & SR TOTAL	50.63	49.28	65.68	68.67	76.20	79.16	82.69	82.94	68.86	64.35	51.37	45.97	785.80	
1996	S.S.	46.66	43.40	47.39	56.95	66.18	70.83	75.70	77.27	68.23	65.58	50.37	49.43	717.99	1996
	S.R.	0.01	0.03	0.03	0.03	0.03	0.01	0.03	0.02	0.01	0.02	0.02	0.02	0.26	
	SS & SR TOTAL	46.67	43.43	47.42	56.98	66.21	70.84	75.73	77.29	68.24	65.60	50.39	49.45	718.25	
1995	S.S.	41.30	41.10	47.10	52.14	53.50	59.00	74.70	74.10	65.40	64.70	55.30	47.60	675.94	1995
	S.R.	1.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.90	
	SS & SR TOTAL	43.20	41.10	47.10	52.14	53.50	59.00	74.70	74.10	65.40	64.70	55.30	47.60	677.84	
1994	S.S.	47.00	38.60	48.60	52.00	54.60	63.40	69.30	47.80	31.70	30.80	28.20	26.00	538.00	1994
	S.R.	0.00	0.00	0.00	0.00	0.10	0.00	0.00	25.00	30.20	27.70	21.20	19.90	124.10	
	SS & SR TOTAL	47.00	38.60	48.60	52.00	54.70	63.40	69.30	72.80	61.90	58.50	49.40	45.90	662.10	
1993	S.S.	50.10	45.70	52.60	56.30	68.30	68.80	68.10	69.80	59.80	56.10	51.40	43.50	690.50	1993
	S.R.	0.50	0.30	0.00	0.00	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.90	
	SS & SR TOTAL	50.60	46.00	52.60	56.30	68.40	68.80	68.10	69.80	59.80	56.10	51.40	43.50	691.40	
1992	S.S.	45.30	42.20	45.90	55.20	64.00	58.10	44.90	41.80	35.00	32.80	34.00	43.10	542.30	1992
	S.R.	0.80	0.30	0.10	0.40	0.50	6.10	22.70	28.10	26.30	25.10	19.50	5.50	135.40	
	SS & SR TOTAL	46.10	42.50	46.00	55.60	64.50	64.20	67.60	69.90	61.30	57.90	53.50	48.60	677.70	
1991	S.S.	26.90	23.10	32.70	39.60	48.60	44.10	40.10	34.80	30.50	28.00	26.40	30.10	404.90	1991
	S.R.	15.30	13.10	0.50	0.10	0.10	5.50	15.00	21.60	20.20	21.00	19.70	18.70	150.80	
	SS & SR TOTAL	42.20	36.20	33.20	39.70	48.70	49.60	55.10	56.40	50.70	49.00	46.10	48.80	555.70	

2017
CAMBRIA COMMUNITY SERVICES DISTRICT
GROSS WATER PRODUCTION, BY SOURCE
REPORTED IN ACRE-FEET

YEAR	SOURCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL	YEAR
1990	S.S.	45.70	47.00	55.28	44.75	31.46	32.34	40.00	38.00	31.91	31.40	29.40	29.90	457.14	1990
	S.R.	8.70	0.80	0.50	18.03	32.30	26.79	22.30	22.20	20.64	20.20	19.30	14.90	206.66	
	SS & SR TOTAL	54.40	47.80	55.78	62.78	63.76	59.13	62.30	60.20	52.55	51.60	48.70	44.80	663.80	
1989	S.S.	51.00	47.90	53.90	61.90	57.20	62.20	69.20	60.90	36.30	38.70	42.60	40.60	622.40	1989
	S.R.	0.00	0.00	0.00	1.00	13.80	13.50	17.90	28.00	42.00	22.60	17.60	18.20	174.60	
	SS & SR TOTAL	51.00	47.90	53.90	62.90	71.00	75.70	87.10	88.90	78.30	61.30	60.20	58.80	797.00	
1988	S.S.	51.20	57.90	63.20	47.30	57.40	44.20	50.00	51.70	41.90	37.40	27.40	36.00	565.60	1988
	S.R.	0.00	0.00	0.00	16.30	15.70	30.70	31.20	34.90	36.00	34.90	35.20	19.00	253.90	
	SS & SR TOTAL	51.20	57.90	63.20	63.60	73.10	74.90	81.20	86.60	77.90	72.30	62.60	55.00	819.50	

10/2/17²⁶

CAMBRIA COMMUNITY SERVICES DISTRICT
WELL WATER LEVELS FOR 10/2/17

Well Code	Distance Ref. Point to Water Level	Reference Point Distance Above Sea Level	Depth of Water to Sea Level	Remarks
SANTA ROSA CREEK WELLS				
23R	36.22	83.42	47.20	
SR4	31.98	82.00	50.02	
SR3	20.05	54.30	34.25	
SR1	17.91	46.40	28.49	
RP#1		46.25		
RP#2		33.11		Not Read
21R3	8.47	12.88	4.41	40113
WBE	12.27	16.87	4.60	
WBW	12.53	17.02	4.49	
AVERAGE LEVEL OF CCSD SANTA ROSA WELLS SR1 & SR3 =				31.37 FEET
CCSD SANTA ROSA WELL SR4 =				50.02 FEET

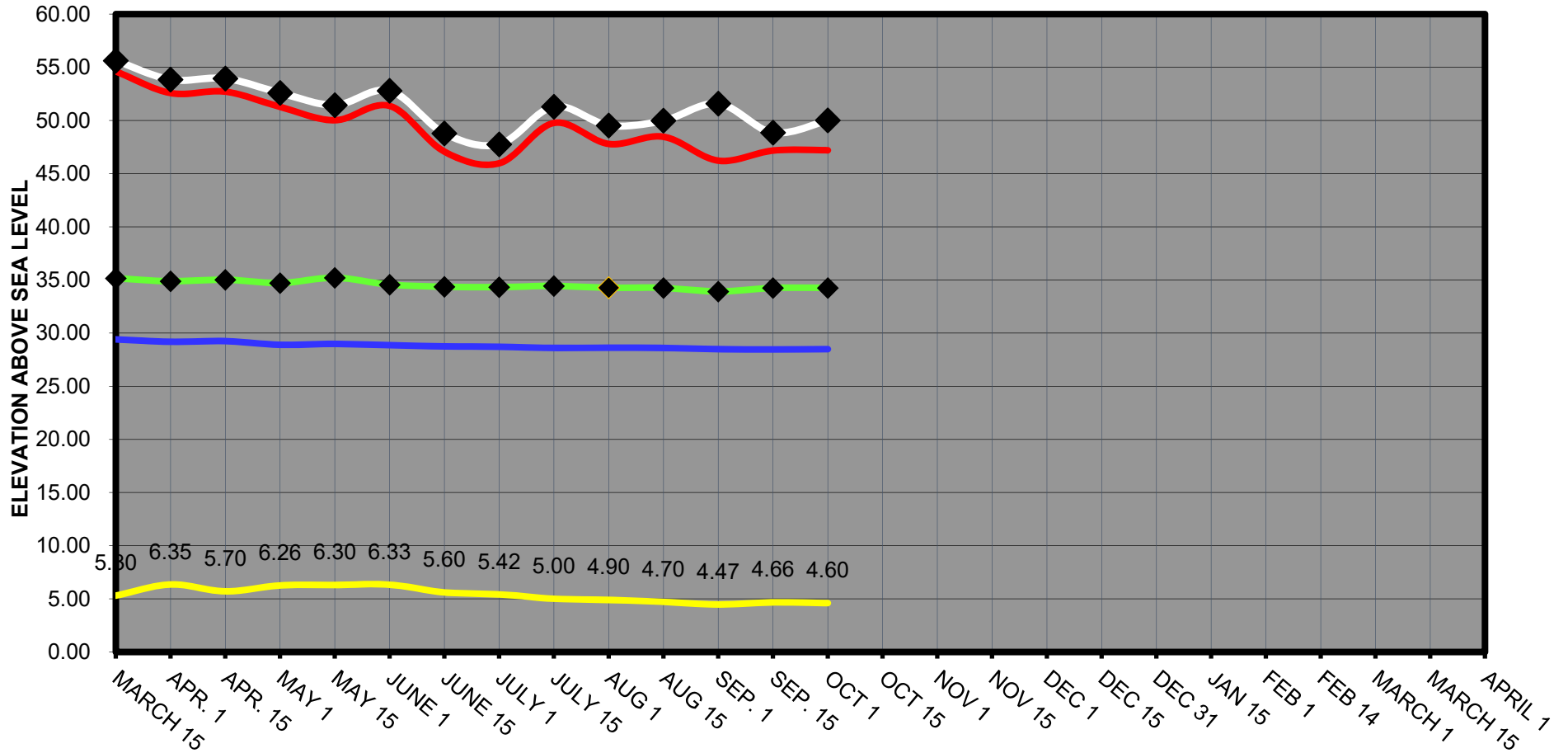
SAN SIMEON CREEK WELLS				
16D1	8.19	11.36	3.17	
MW4	12.49	15.95	3.46	
MW1	15.30	42.11	26.81	
MW2	15.31	38.10	22.79	
MW3	20.15	49.56	29.41	
9M1	23.64	65.63	41.99	
9P2	10.98	19.11	8.13	
9P7	10.71	20.69	9.98	
9L1	15.32	27.33	12.01	
RIW	14.88	25.41	10.53	
SS4	15.81	25.92	10.11	SS4 to 9P2 Gradient = + 1.98
MIW	16.10	29.89	13.79	
SS3	19.10	33.73	14.63	
SS2	17.89	33.16	15.27	
SS1	17.49	32.37	14.88	
11B1	27.07	105.43	78.36	
11C1	21.06	98.20	77.14	
PFNW	18.17	93.22	75.05	
10A1	27.27	78.18	50.91	
10G2	21.63	62.95	41.32	
10G1	19.12	59.55	40.43	
10F2	27.38	66.92	39.54	
10M2	25.51	55.21	29.70	
9J3	19.18	43.45	24.27	
lagoon	20.54			mitigation errosion none
AVERAGE LEVEL OF CCSD SAN SIMEON WELLS SS1,SS2 & SS				14.93 FEET

revised 6/6/16

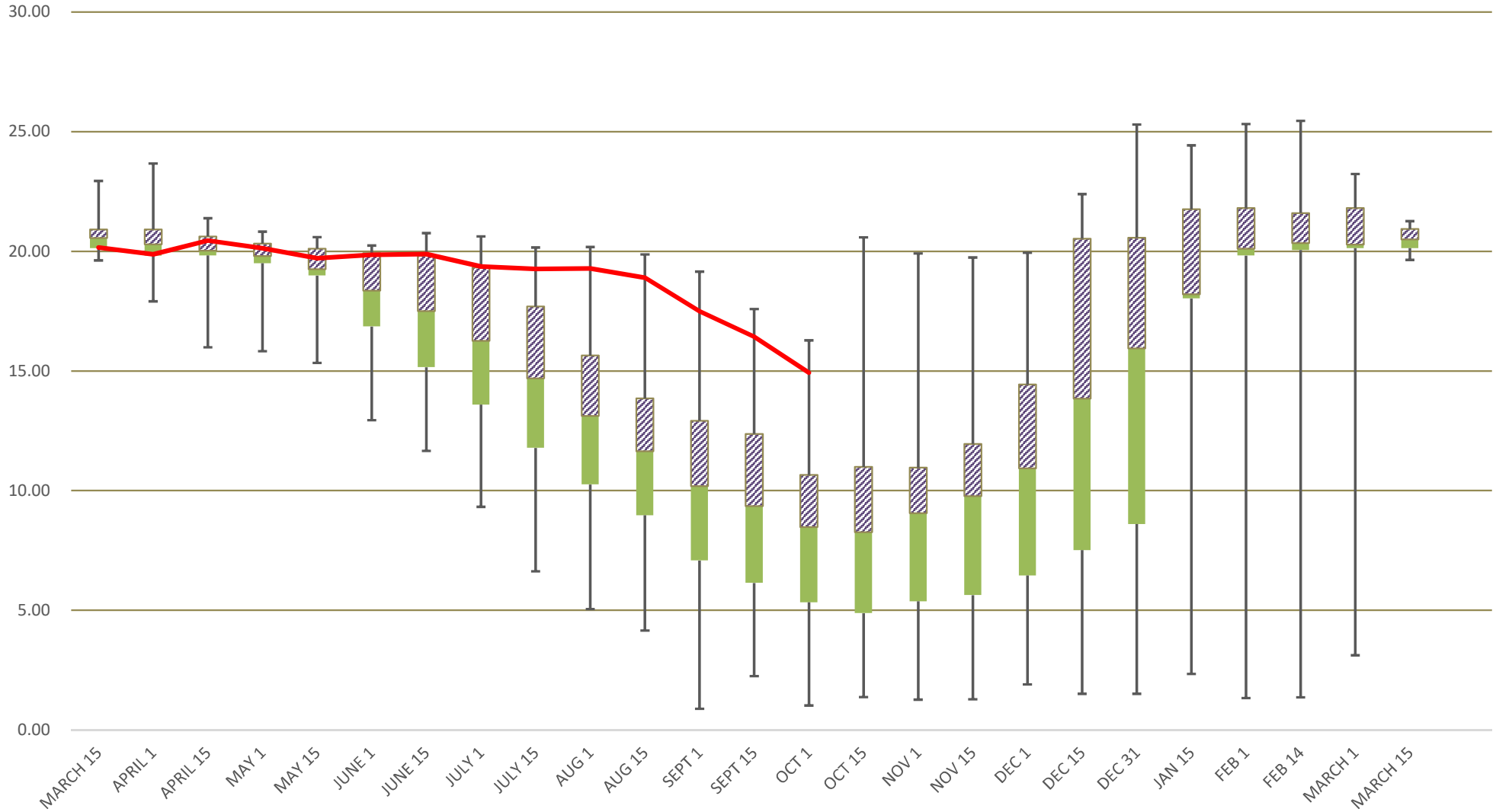
Red Font are the CCSD's Production Wells, as measured on 10/2/17

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

SANTA ROSA CREEK WELL LEVELS March 15th, 2017 - Current

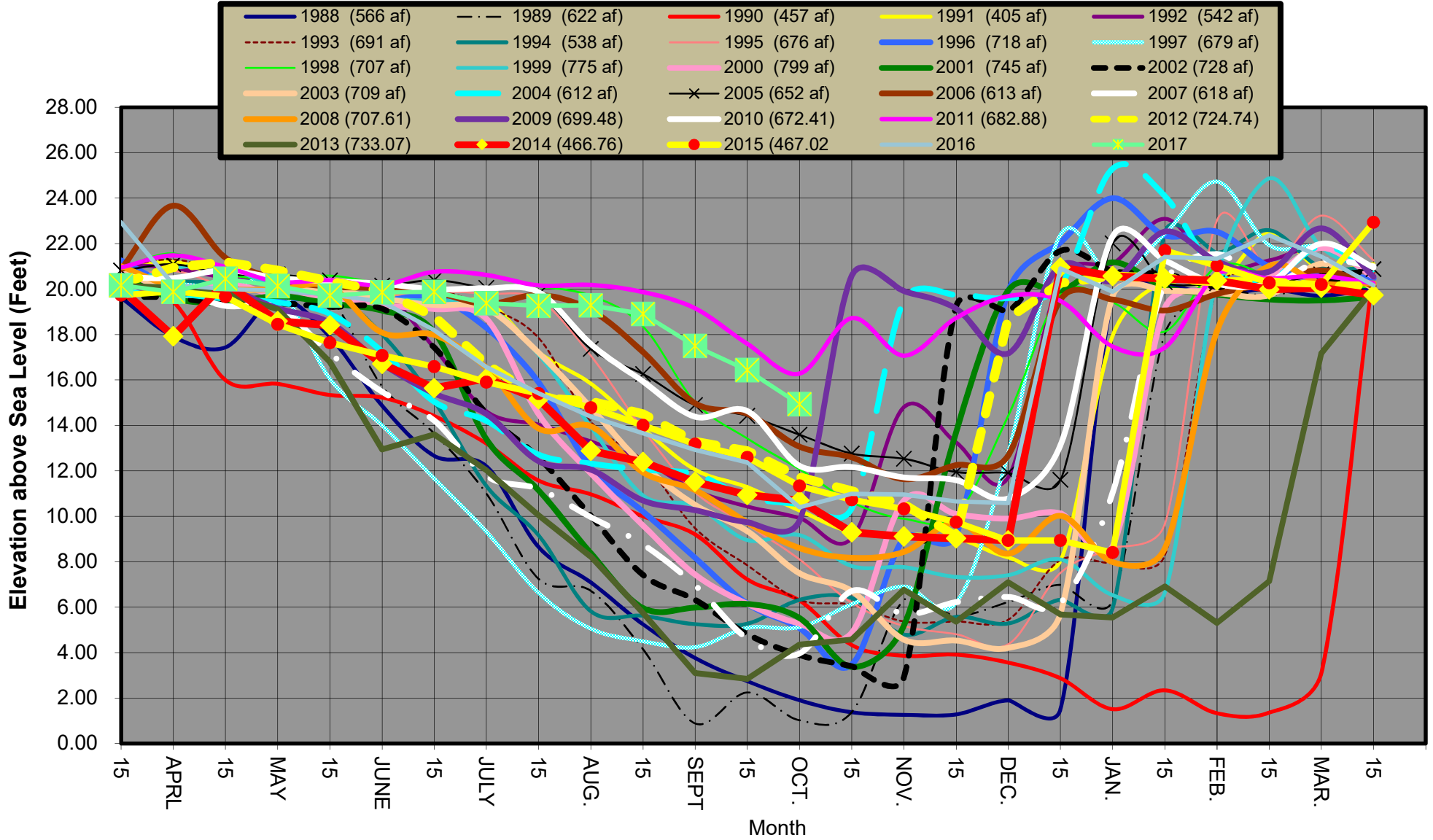


1988 to September 2017 Statistical San Simeon Well Level Summary by Month
 showing Minimums, Maximums, 25 % Percentile, 75% Percentile
 Average Level is the line between the Purple (hatched) and Green (solid) bars

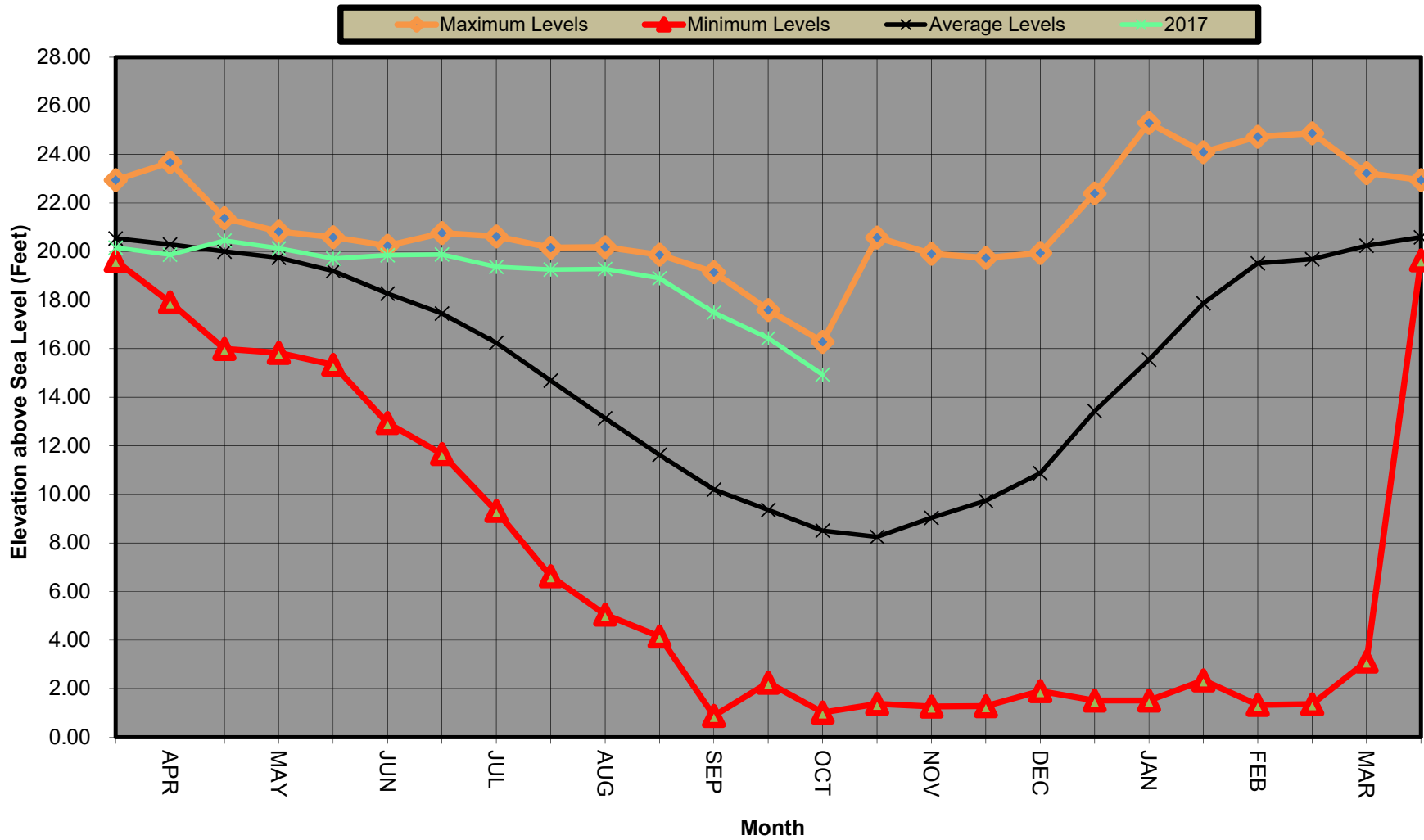


25th Percentile 75th Percentile 2017 reads

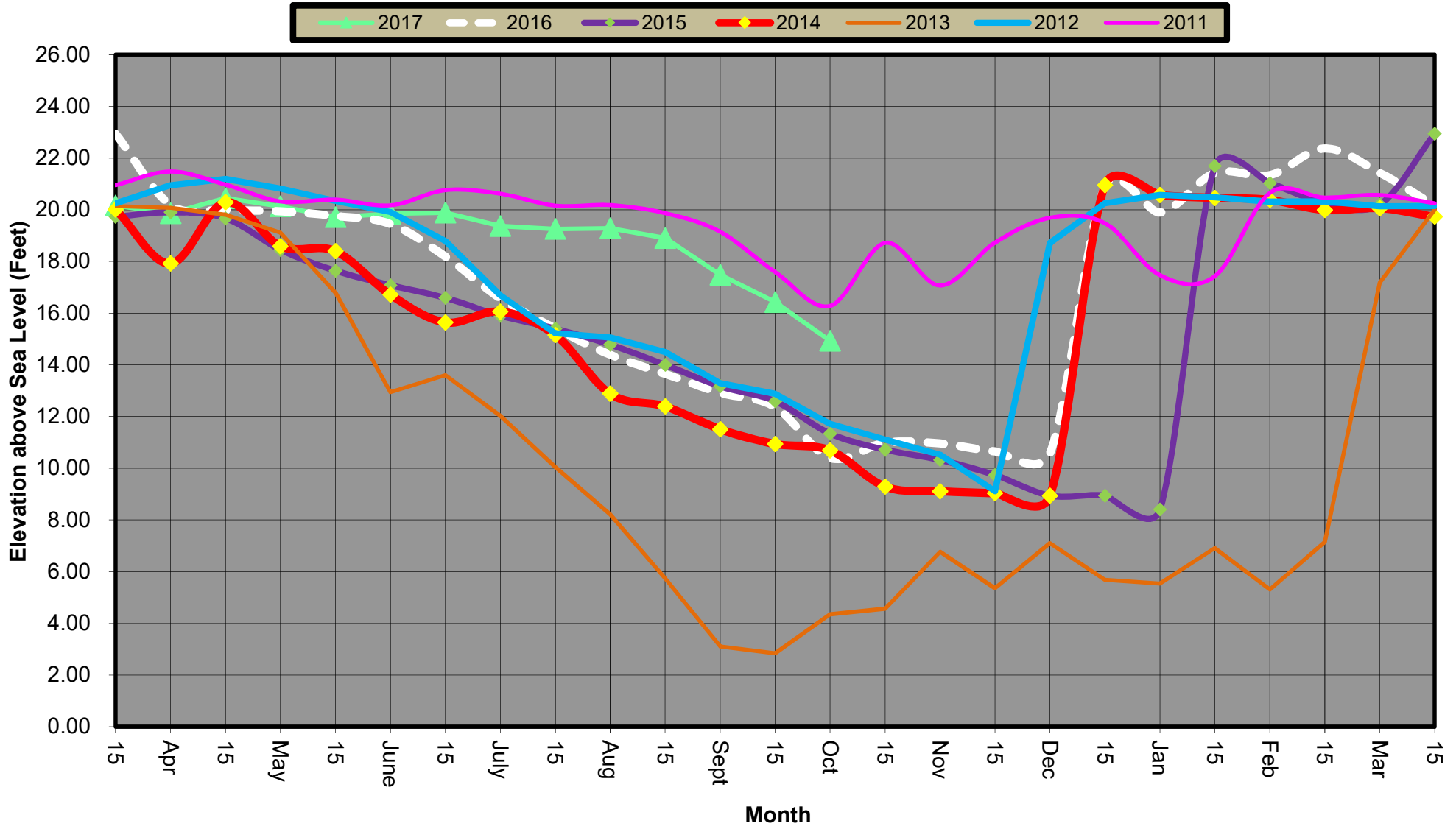
San Simeon Creek Well Levels 1988 - Current



San Simeon Creek Well Levels Mid-March 2017/2018 levels to date and 1988 to Current Min, Max, & Average



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



10.16.2017

Cambria CSD Project Status: 2017

Project Name

Cambria Community
Service District Status
Report

Client Name

Cambria Community
Service District

Project Manager

Dean Florez/BPR

Prepared By

Balance Public Relations



Snapshot of Projects

Activity	% Complete	Issues	Actions	Next Steps
Tree Mortality	100% Legislative Session Complete 1st Half of Session	Change criteria and designation from volume of dead or dying trees to other factors such as major property damage or loss of life. AB 425, as introduced, Caballero. Timber harvesting plans: exemptions. AB 524, as introduced, Bigelow. Personal income taxes: deduction: removal of dead or dying trees. SB 302, as introduced, Mendoza. Joint powers agencies: fire protection: funds.	AB 524: On way to Governor Desk SB 302: On way to Governor Desk SB 425: Held in committee and under submission	Tracking Bills for language pertinent to Cambria Legislative Advocacy Discussion with GM Action Items and language additions for CCSD.
State Parks & Entry Issue	90%	Resolution at State Level on remote sensing instruments. Remote Sensing Instruments on the Lower San Simeon Creek Pedestrian Bridge	District Staff discussion with State officials. Discussion with State officials. Sacramento Mtgs- GM/President	Final meeting with Parks in Sacramento to finalize item
Grant funding	40%	Energy watch project list IRWM Plan SB 5 Parks/Water funding	Working with Cambria Staff on opportunities Reset on projects.	SRF Plan for Park Bond Dollars SB 5

Balance Public Relations

Tel 213.634.7900
Fax 213.402.6420

1401 N. Broadway Blvd
Los Angeles, CA 90012

www.BalanceBRR.com
dean@balancepr.com



10.16.2017

Cambria CSD Project

Pg.02

Activity	% Complete	Issues	Actions	Next Steps
		Infrastructure grants and partnership opportunities		
Water Rights	85%	State Division of Water Rights State Water Resources Control Board	San Simeon and Santa Rosa Aquifers-seeking licensing approval	Division for measurement plan and close discussion.
County/Coastal Commission	75% Ongoing	Planning & Discussion items regarding Coastal Commission meeting in Sept. (Cambria) Central Coast Regional Water Quality Control Board-Cease/Desist Order process-final letter. Impoundment Closure Plan submittal.	Approval of SWF as Permanent	Bi-Weekly meeting check ins Cambria Coastal Meeting Discussion Coastal Mtg Lunch to discuss plan
Education Outreach Efforts	90%	Targeted Meetings with leadership	Sacramento Trip Plan Nov 2017	RCDP, SEIR Discussion State Monitoring Issue
Impoundment Basin Closure	60%	Daily, Weekly, and Monthly monitoring	Ongoing	Ongoing monitoring after submittal

10.16.2017

Cambria CSD Project

Pg.03

Activity	% Complete	Issues	Actions	Next Steps

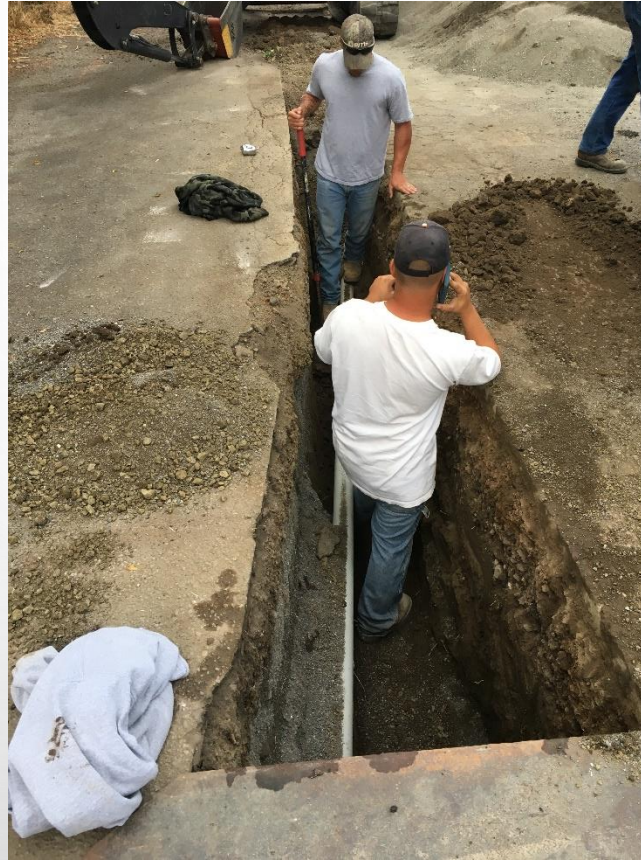
ENFORCEMENT PROGRAM: CAMBRIA COMMUNITY SERVICES DISTRICT EMERGENCY WATER SUPPLY FACILITY	60%	<p>Response to Letter from Regional Control Board</p> <p>Coastal Commission</p>	<p>Assessment and discussion.</p> <p>Staff & Board discussion.</p> <p>Rita and the MBI team regarding the SEIR mtgs/agenda</p>	<p>RCDP, SEIR Analysis and Positioning Discussion</p> <p>Ongoing</p>
SWF Sales & Use Tax	85%	<p>Discussion with Board of Equalization, Controllers Office</p> <p>Targeted meetings with Administration & Regulatory Boards</p>	<p>Refund of Sales & Use Tax for SWF</p>	<p>Revisit with staff</p>

CAMBRIA COMMUNITY SERVICES DISTRICT

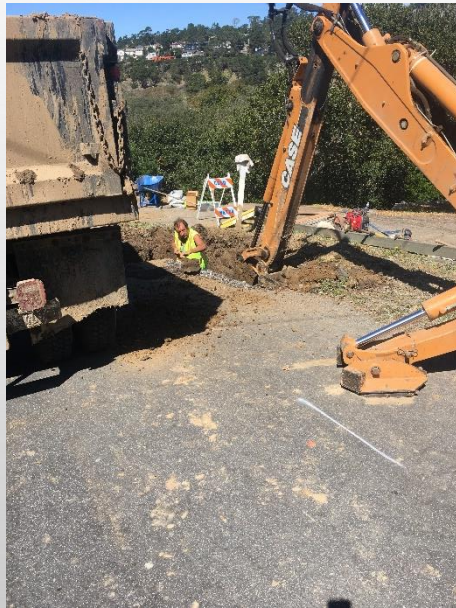
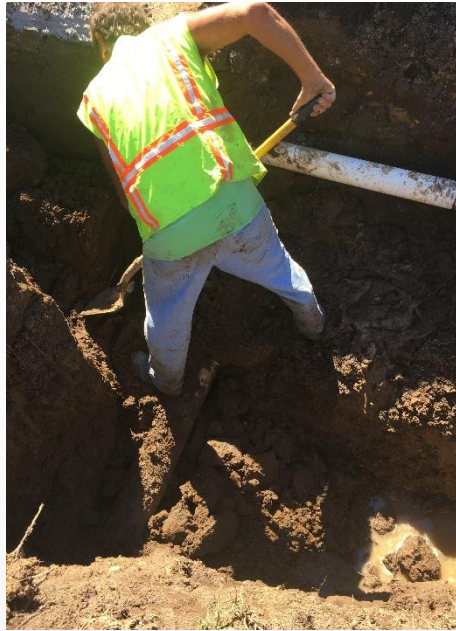
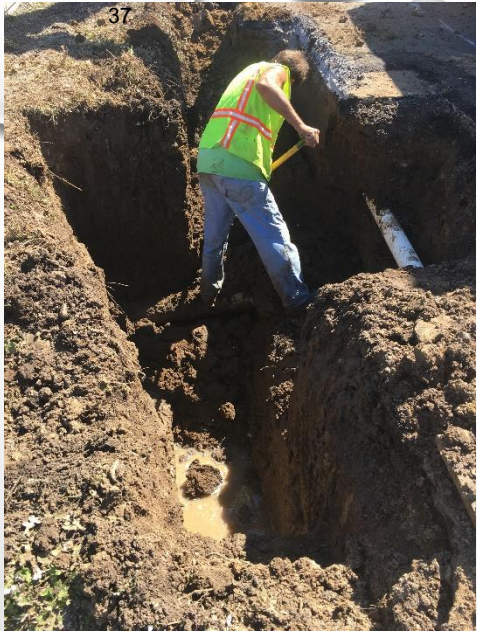


Board of Directors Regular Meeting
October 26, 2017

Water Department



This is the work that was done in the alley that runs parallel with Burton Drive.



This is the work being done on the Pembroke leak repair.

Public Records Requests and Responses

There were 5 Public Record Requests received since September 28, 2017 by the following citizens. The listing below is representative of the request and does not necessarily reflect the extensive nature of each request.

9/23/2017: Christine Heinrichs 1) A list of APN's or (property addresses) that have been issued either a water or remodel letter since the Stage 3 Emergency was declared. If there is tracking spreadsheet for this these transactions, I would like a copy. If there is not a list I would like copies of each individual water letters that have been issued since the stage 3 Emergency was declared. I am looking for any new construction (i.e. grandfathered meters, intent to serve letters) or remodels that have added water fixtures since the drought was declared. (I am not interested in any customer's personal information. 2) Any documents that show the amount or number of CCSD customers that use 0 units of water in a billing period. If documents such as these exist, I would like the records for the last 2 years. If your office looks at meters each billing period that have 0 usage, I would like a copy of these documents. I am not looking for individual customer's usage just the total number of customers that USE 0 units each billing period. 3) The most recent list of existing commitments that was presented and approved by the CCSD Board of Directors. I would like a copy of the staff report, any attachments, a copy of the agenda, and a copy of the approved minutes for the meeting when this item was presented. 4) A copy of the APN file for 367 Ivar. The water meter at this property was transferred to 930 Drake St. 5) A copy of the service request showing the date of meter installation for 367 Ivar St. 6) A copy of the APN File for 930 Drake St. 7) A copy of the service request showing the date of meter installation for 1785 Chester Ln. 8) A copy of the service request showing the date of meter installation for 655 Drake St. 9) a copy of the APN file for 1521 Main St. Also any correspondence related to this parcel that might be located in your billing files. 10) APN 023.019.039 a copy of the service request showing the date of meter installation for this property. If any of these documents do not exist please help me to locate other documents that will help me to show the following: Total number of customers that use 0 Units each month. APN's that have been built on since the drought. Remodels that have added additional water fixtures.

On October 3, 2017, the CCSD responded to Christine Heinrich's 9/23/2017 request with the following:

- 1) Enclosed is the 2016 Partial Remodel Project Tracking Log and the 2017 Remodel Project Tracking Log. Between 2014 and 2016, a log of remodels was not kept. It is taking a lot of time to go through the remodel folder to properly log all the remodels that were done. A ten (10) day extension until October 13, 2017 is needed to continue to search our files. You will be notified if records have been identified and are available earlier.
- 2) Due to the size of the 2015-2017 Billing Audit Trails, the document will be sent to your email from Haley Dodson's hightail account link. Please note that May/June 2015 and July/August 2015 were not available in Excel, so we've provided you with January/February 2015 and March/April 2015 in hopes that this information will be satisfactory. Please contact Stephanie Salvi at (805) 927-6222 if you have any questions on the Billing Audit trails. She will be happy to explain how to read the audit trails to extract the information you are requesting.
- 3) Enclosed is the September 26, 2013 Regular Meeting Agenda, Staff Report and supporting attachments, including the existing commitment list, and the approved September 26, 2013 meeting minutes.
- 4) A copy of the APN file for 367 Ivar is available for viewing at the Cambria Community Services District. The file is unavailable electronically. The documents are available for release. If you'd like copies of the APN file folder you requested, please make a deposit payable to CCSD in the amount of \$50.00 and mail

it to Haley Dodson's attention at the address above. Once we receive your payment, we will release the documents to you via the United States Postal Service.

5) Enclosed is the Service Request for 367 Ivar Street.

6) A copy of the APN file for 930 Drake Street is available for viewing at the Cambria Community Services District. The file is unavailable electronically. The documents are available for release. If you'd like copies of the APN file folder you requested, please make a deposit payable to CCSD in the amount of \$50.00 and mail it to Haley Dodson's attention at the address above. Once we receive your payment, we will release the documents to you via the United States Postal Service.

7) Enclosed is the Service Request for 1785 Chester Lane.

8) Enclosed is the Service Request for 655 Drake Street.

9) Enclosed is the Service Request for 1521 Main Street.

10) Enclosed is the Service Request for APN 023.019.039. The parcel 023.019.023 was re-numbered to APN 023.019.039 when the county abandoned part of the road back on 11/6/2007. APN 023.019.023 is the old ("killed") parcel number.

On October 3, 2017, the CCSD responded to Christine Heinrich's 9/23/2017 request with the following:

- 1) Enclosed is the 2014, 2015, 2016, and 2017 Remodel Project Tracking Log.
- 2) Due to the size of the 2015-2017 Billing Audit Trails, the document will be sent to your email from Haley Dodson's hightail account link. Please note that May/June 2015 and July/August 2015 were not available in Excel, so we've provided you with January/February 2015 and March/April 2015 in hopes that this information will be satisfactory. Please contact Stephanie Salvi at (805) 927-6222 if you have any questions on the Billing Audit trails. She will be happy to explain how to read the audit trails to extract the information you are requesting.
- 3) Enclosed is the September 26, 2013 Regular Meeting Agenda, Staff Report and supporting attachments, including the existing commitment list, and the approved September 26, 2013 meeting minutes.
- 4) A copy of the APN file for 367 Ivar is available for viewing at the Cambria Community Services District. The file is unavailable electronically. The documents are available for release. If you'd like copies of the APN file folder you requested, please make a deposit payable to CCSD in the amount of \$50.00 and mail it to Haley Dodson's attention at the address above. Once we receive your payment, we will release the documents to you via the United States Postal Service.
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- 6) A copy of the APN file for 930 Drake Street is available for viewing at the Cambria Community Services District. The file is unavailable electronically. The documents are available for release. If you'd like copies of the APN file folder you requested, please make a deposit payable to CCSD in the amount of \$50.00 and mail it to Haley Dodson's attention at the address above. Once we receive your payment, we will release the documents to you via the United States Postal Service.
- 7) Enclosed is the Service Request for 1785 Chester Lane.
- 8) Enclosed is the Service Request for 655 Drake Street.
- 9) Enclosed is the Service Request for 1521 Main Street.
- 10) Enclosed is the Service Request for APN 023.019.039. The parcel 023.019.023 was re-numbered to APN 023.019.039 when the county abandoned part of the road back on 11/6/2007. APN 023.019.023 is the old ("killed") parcel number.

9/27/2017: Mary Webb 1) Please provide the agreements mentioned in the paragraphs below including:

- November 12, 1979 conveyance from County to the District
- April of 2009 Resolution 17-2009
- 1984 Agreement with the Legion
- 2003 Agreement with the Legion
- 2007 Agreement with the Legion

On September 27, 2017, the CCSD responded to Mary Webb's 9/27/2017 request with the following:

1. We are continuing to search our files. You will be notified if records have been identified and are available earlier.
2. Enclosed is Resolution 17-2009.
3. We are continuing to search our files. You will be notified if records have been identified and are available earlier.
4. Enclosed is the 2003 agreement with the Legion.
5. Enclosed is the March 22, 2007 Amendment No. 1 to the 2003 agreement with the Legion.

Enclosed is the November 23, 1992 Agreement for Use of Veteran's Memorial Building Facilities.

On October 4, 2017, the CCSD responded to Mary Webb's 9/27/2017 request with the following:

1. A fourteen (14) day extension until October 18, 2017 is needed to continue to search our files. You will be notified if records have been identified and are available earlier.
2. We provided this to you on September 27, 2017.
3. A fourteen (14) day extension until October 18, 2017 is needed to continue to search our files. You will be notified if records have been identified and are available earlier.
4. We provided this to you on September 27, 2017.
5. We provided this to you on September 27, 2017.

On October 10, 2017, the CCSD responded to Mary Webb's 9/27/2017 request with the following:

1. Enclosed is the 1979 quitclaim deed with the County to the CCSD and the supporting Resolution 79-463.
2. We provided this to you on September 27, 2017.
3. There is no document that is responsive to your request, but we are enclosing an agreement of use dating to 1992 (the closest agreement we found to 1984) and the 1986 quitclaim with the County and the CCSD.
4. We provided this to you on September 27, 2017.
5. We provided this to you on September 27, 2017.

10/2/2017: Sandra Wagner 1) Is there a cap on earnings for board members? 2) Since the elections, how much has been paid to each board member by month? 3) Does Jerry Gruber get paid for attending board meetings? 4) What's Jerry Gruber's total compensation per month? (Include mileage, medical insurances, meeting pay, etc.)

On October 11, 2017, the CCSD responded to Sandra Wagner's 10/2/2017 request with the following:

- 1) Enclosed is 2017 Board of Directors Bylaws that were revised on September 28, 2017.
- 2) Enclosed is the compensation for Board Members Amanda Rice, Greg Sanders, Jim Bahringer, Michael Thompson, and Harry Farmer.
- 3) Jerry Gruber attends the Board meetings as part of his duties as General Manager.

4) Enclosed is Jerry Gruber's total compensation per month.

10/11/2017: Laurel Stewart 1) Looking for any encumbrance(s) recorded on the CCSD parcel 013.151.045 (the current, soon-to-be former) "dog park" parcel at Main & Santa Rosa Creek Road.

On October 19, 2017, the CCSD responded to Laurel Stewart's 10/11/2017 request with the following:

Enclosed is the Covenants, Agreements and Restriction (Right or First Refusal) document for APN 013.151.045.

10/17/2017: Christine Heinrichs 1) I request the District's PG&E bills from January 2014 to the present.

On October 19, 2017, the CCSD responded to Christine Heinrich's 10/17/2017 request with the following:

The District's PG&E bills are available for review at the Cambria Community Services District Administration Office, which would allow you to identify the pages you would like copied from the voluminous number of pages. Please call Haley Dodson at (805) 927-6235 to schedule an appointment to review the documents. However, if you'd like us to copy each document, we'd be happy to provide you with an estimate for a deposit in order to pay for the copies requested.

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF SEPTEMBER, 2017**

<u>Vendor Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Line #</u>	<u>Line Amt</u>	<u>Line Description</u>	<u>Expense Distribution Acct</u>
HIDDEN GATE ANTIQUES	65817	9/29/2017	1	27.87	MQ CUSTOMER REFUND	11 2005
ABALONE COAST ANALYTICAL, INC.	65725	9/12/2017	1	95.00	WW/TOTAL SUSPENDED SOLIDS & METALS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	65725	9/12/2017	1	100.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	65751	9/19/2017	1	95.00	WW/TOTAL SUSPENDED SOLIDS AND METALS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	65751	9/19/2017	1	100.00	WW/TOTAL SUSPENDED SOLIDS & QUANTI TRAY	12 6091 12
ABALONE COAST ANALYTICAL, INC.	65751	9/19/2017	1	200.00	SWF/QUANTI TRAY	40 6091H 11
ABALONE COAST ANALYTICAL, INC.	65751	9/19/2017	1	118.75	WW/LAB DIRECTOR HOURS FOR SEPTEMBER 2017	12 6080M 12
ABALONE COAST ANALYTICAL, INC.	65781	9/28/2017	1	250.50	SWF/SURFACE IMPOUNDMENT	40 6091H 11
ABALONE COAST ANALYTICAL, INC.	65781	9/28/2017	1	225.50	SWF/SURFACE IMPOUNDMENT	40 6091H 11
ABALONE COAST ANALYTICAL, INC.	65781	9/28/2017	1	250.50	SWF/SURFACE IMPOUNDMENT	40 6091H 11
ABALONE COAST ANALYTICAL, INC.	65781	9/28/2017	1	120.00	WW/TOTAL SUSPENDED SOLIDS AND METALS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	65781	9/28/2017	1	200.00	SWF/QUANTI TRAY	40 6091H 11
ABALONE COAST ANALYTICAL, INC.	65781	9/28/2017	1	75.00	WW/TOTAL SUSPENDED SOLIDS	12 6091 12
ABALONE COAST ANALYTICAL, INC.	65781	9/28/2017	1	50.00	SWF/QUANTI TRAY	40 6091H 11
ABALONE COAST ANALYTICAL, INC.	65781	9/28/2017	1	9,045.00	SWF/RADIUM226/228 PACKAGE TITLE 22 GMPI ACROLEIN	40 6091H 11
				<u>10,925.25</u>		
ACCURATE MAILING SERVICE	65749	9/18/2017	1	828.13	WD/POSTAGE EXPENSE JULY AUGUST BILLING	11 6051 11
ACCURATE MAILING SERVICE	65749	9/18/2017	2	828.14	WW/POSTAGE EXPENSE JULY AUGUST BILLING	12 6051 12
ACCURATE MAILING SERVICE	65749	9/18/2017	3	189.45	WD/MAILING SERVICES JULY AUGUST BILLING	11 6080M 11
ACCURATE MAILING SERVICE	65749	9/18/2017	4	189.44	WW/MAILING SERVICES JULY AUGUST BILLING	12 6080M 12
ACCURATE MAILING SERVICE	65779	9/27/2017	1	34.30	FD/POSTAGE FIRE HAZARD FUEL REDUCTION LETTERS	01 6051 01
ACCURATE MAILING SERVICE	65779	9/27/2017	2	39.04	FD/MAILING SERV FIRE HAZARD FUEL REDUCTION LETTERS	01 6080M 01
				<u>2,108.50</u>		
AGP VIDEO	65752	9/19/2017	1	585.00	ADM/VIDEO PRODUCTION OF 8/24/17 BOARD MEETING	01 6086 09
AGP VIDEO	65752	9/19/2017	2	190.00	ADM/INTERNET STREAMING	01 6086 09
AGP VIDEO	65752	9/19/2017	3	62.50	ADM/OVERTIME	01 6086 09
				<u>837.50</u>		
ALPHA ELECTRICAL SERVICE	65784	9/28/2017	1	1,361.28	WD/SERV CALL DATES 8/17, 8/23, 8/24/17 RODEO GRNDS	11 6031T 11
ALPHA ELECTRICAL SERVICE	65784	9/28/2017	1	3,136.00	WW/3 PHASE 480V POWER TO CONTROL PANEL FOR INFLU	12 6170 12
				<u>4,497.28</u>		
ALPHA FIRE & SECURITY ALARM CO	65726	9/12/2017	1	150.15	F&R/SEMI ANNUAL FIRE ALARM INSPECTION REPLACED BAT	01 6033V 02

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AT&T	65675	9/6/2017	1	128.70	WW/ALARM LIFT STN B4 PHONE SVC 8.25-9.24.2017	12 6060P 12
AT&T	65753	9/19/2017	1	296.51	WD/ALARM AT VAN GORDON WELL FIELD AUGUST 2017	11 6060P 11
				425.21		
BALANCE PUBLIC RELATIONS	65660	9/1/2017	1	2,333.34	SWF/CONSULTING SERVICES: GRANT FUNDING 09/2017	39 1829K 11
BALANCE PUBLIC RELATIONS	65660	9/1/2017	2	2,333.33	WD/CONSULTING SERVICES: GRANT FUNDING 09/2017	11 6080M 11
BALANCE PUBLIC RELATIONS	65660	9/1/2017	3	2,333.33	WW/CONSULTING SERVICES: GRANT FUNDING 09/2017	12 6086 12
				7,000.00		
BAUER COMPRESSORS	65676	9/6/2017	1	1,142.05	FD/ANNUAL SERVICE	01 6090 01
BOB WRIGHT CONSTRUCTION	65746	9/12/2017	1	605.00	WW/REMOVE MANHOLE ON MOONSTONE. SAW CUT FOR PAVING	12 6032M 12
BOB WRIGHT CONSTRUCTION	65814	9/28/2017	1	2,600.00	WD/SAW CUT STREET DIG UP OLD SERVICE/INSTALL NEW	11 6031D 11
BOB WRIGHT CONSTRUCTION	65814	9/28/2017	1	2,825.00	WD/DIG UP AND REPAIR 6" WATER MAIN ON PEMBROOK	11 6031D 11
				6,030.00		
BRENNTAG PACIFIC, INC.	65755	9/19/2017	1	137.01	WD/CHEMICALS	11 6031T 11
BRENNTAG PACIFIC, INC.	65755	9/19/2017	1	324.24	WD/CHEMICALS	11 6031T 11
BRENNTAG PACIFIC, INC.	65755	9/19/2017	1	244.67	WD/CHEMICALS	11 6031T 11
				705.92		
BREZDEN PEST CONTROL, INC.	65728	9/12/2017	1	336.00	SWF/MONTHLY SILVER PRO SERVICE M2X W/GOPHER XMACH	40 6031Z 11
BUHL, JASON	65661	9/1/2017	1	45.00	WD/MONTHLY CELL PHONE REIMBURSEMENT 09/2017	11 6060C 11
BUHL, JASON	65723	9/12/2017	1	75.43	WD/JASON BUHL TRAVEL TO PICK UP NEW VEHICLE	11 6120E 11
				120.43		
BUSINESSPLANS, INC.	65756	9/19/2017	1	313.00	ADM/MONTHLY HRA PLAN SEPTEMBER 2017	01 6086 09
BUSINESSPLANS, INC.	65780	9/27/2017	1	294.00	ADM/MONTHLY HRA PLAN ADMINISTRATION	01 6086 09
				607.00		
CAL WATER ENVIRONMNT ASSN	65677	9/6/2017	1	35.00	WW/SEPTEMBER WORKSHOP TONI ARTHO	12 6120E 12
CAL WATER ENVIRONMNT ASSN	65677	9/6/2017	1	35.00	WW/SEPTEMBER WORKSHOPS TIM O'MARR	12 6120E 12
				70.00		

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CAMBRIA AUTO SUPPLY LP	65754	9/19/2017	1	9.96	F&R/PTEX EXTEND RUST SPRY	01 6041L 02
CAMBRIA AUTO SUPPLY LP	65754	9/19/2017	1	96.09	WD/HIGH FREQUENCY CHARGER	11 6041L 11
CAMBRIA AUTO SUPPLY LP	65754	9/19/2017	1	40.82	WW/NAPA COOLANT FILTER	12 6041V 12
CAMBRIA AUTO SUPPLY LP	65754	9/19/2017	1	3.24	F&R/SPARK PLUG	01 6041N 02
CAMBRIA AUTO SUPPLY LP	65754	9/19/2017	1	86.42	WW/RTU EXT LIFE GAL FOR VACTOR	12 6041V 12
CAMBRIA AUTO SUPPLY LP	65754	9/19/2017	1	188.53	WW/V-BELTS FLEETRANNER BELT	12 6041V 12
CAMBRIA AUTO SUPPLY LP	65754	9/19/2017	1	45.48	F&R/HOSE END HYDAULIC HOSE SERVICE CHARGE	01 6041N 02
CAMBRIA AUTO SUPPLY LP	65754	9/19/2017	1	67.60	WW/V-BELT STONER TAR REMOVE	12 6032L 12
CAMBRIA AUTO SUPPLY LP	65754	9/19/2017	1	10.70	WW/WHEEL CLEANER	12 6032L 12
CAMBRIA AUTO SUPPLY LP	65754	9/19/2017	1	216.15	WW/HI POWER IND V-BELT	12 6032L 12
CAMBRIA AUTO SUPPLY LP	65754	9/19/2017	1	21.60	WW/ADAPTER AND CHUCK	12 6032S 12
CAMBRIA AUTO SUPPLY LP	65754	9/19/2017	1	5.47	WD/WASHER FLUID	11 6041L 11
CAMBRIA AUTO SUPPLY LP	65785	9/28/2017	1	52.81	FD/HOGEN LAMPS	01 6041L 01
CAMBRIA AUTO SUPPLY LP	65785	9/28/2017	1	552.95	WW/V-BELTS MOTHERS POWER CONE DIAL CALIPER	12 6032L 12
				1,397.82		
CAMBRIA HARDWARE CENTER	65734	9/12/2017	1	407.43	WW/HARDWARE SUPPLIES	12 6032T 12
CAMBRIA HARDWARE CENTER	65734	9/12/2017	1	21.51	FD/HARDWARE SUPPLIES	01 6033B 01
CAMBRIA HARDWARE CENTER	65734	9/12/2017	2	166.63	FD/HARDWARE SUPPLIES	01 6090 01
CAMBRIA HARDWARE CENTER	65763	9/19/2017	1	160.14	WD/HARDWARE SUPPLIES	11 6093 11
CAMBRIA HARDWARE CENTER	65763	9/19/2017	2	146.90	WD/HARDWARE SUPPLIES	11 6031D 11
CAMBRIA HARDWARE CENTER	65763	9/19/2017	3	42.74	WD/HARDWARE SUPPLIES	11 6033B 11
CAMBRIA HARDWARE CENTER	65763	9/19/2017	1	42.96	F&R/HARDWARE SUPPLIES	01 6033V 02
CAMBRIA HARDWARE CENTER	65763	9/19/2017	2	73.50	F&R/HARDWARE SUPPLIES	01 6033R 02
CAMBRIA HARDWARE CENTER	65763	9/19/2017	3	47.29	F&R/HARDWARE SUPPLIES	01 6033B 02
CAMBRIA HARDWARE CENTER	65763	9/19/2017	4	12.84	F&R/HARDWARE SUPPLIES	01 6090 02
CAMBRIA HARDWARE CENTER	65763	9/19/2017	5	15.11	F&R/HARDWARE SUPPLIES	12 6032T 12
				1,137.05		
CAMBRIA VILLAGE SQUARE	65673	9/1/2017	1	3,431.45	ADM/MONTHLY OFFICE LEASE PMT 1316 TAMSEN 09/2017	01 6075 09
CARMEL & NACCASHA LLP	65662	9/1/2017	1	11,100.00	ADM/MONTHLY RETAINER 09/2017	01 6080K 09
CARMEL & NACCASHA LLP	65778	9/21/2017	1	12,274.68	ADM/AUGUST 2017 DISTRICT COUNSEL SERVICES	01 6080K 09
CARMEL & NACCASHA LLP	65778	9/21/2017	2	939.39	WD/AUGUST 2017 DISTRICT COUNSEL SERVICES	11 6080K 11
CARMEL & NACCASHA LLP	65778	9/21/2017	3	3,216.50	SWF/AUGUST 2017 DISTRICT COUNSEL SERVICES	39 6080K 11
CARMEL & NACCASHA LLP	65778	9/21/2017	4	478.43	WW/AUGUST 2017 DISTRICT COUNSEL SERVICES	12 6080K 12

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CARMEL & NACCASHA LLP	65778	9/21/2017	5	(11,100.00)	ADM/REVERSE AMOUNT OF RETAINER	01 6080K 09
				16,909.00		
CAROLYN WINFREY	65674	9/1/2017	1	22.50	WD/MONTHLY CELL PHONE REIMBURSEMENT 09/2017	11 6060C 11
CAROLYN WINFREY	65674	9/1/2017	2	22.50	WW/MONTHLY CELL PHONE REIMBURSEMENT 09/2017	12 6060C 12
CAROLYN WINFREY	65722	9/7/2017	1	71.71	SWF/COLLECT & DELIVER SAMPLES TO SLO LABS	39 6120E 11
CAROLYN WINFREY	65748	9/15/2017	1	120.42	SWF/SLO LABS, WWTP, WATERBD MTG, DELIVER SAMPLES	39 6120E 11
				237.13		
CENTRAL COAST COFFEE ROASTING	65729	9/12/2017	1	51.84	WW/COFFEE ORDER FOR WASTEWATER DEPT	12 6050 12
CENTRAL COAST COFFEE ROASTING	65757	9/19/2017	1	103.68	ADM/COFFEE SUPPLIES	01 6050 09
				155.52		
CHARTER COMMUNICATIONS	65758	9/19/2017	1	87.50	FD/MONTHLY FIBER INTERNET 09/15/17-10/14/17	01 6060I 01
CHARTER COMMUNICATIONS	65758	9/19/2017	2	87.50	ADM/MONTHLY FIBER INTERNET 09/15/17-10/14/17	01 6060I 09
CHARTER COMMUNICATIONS	65758	9/19/2017	3	87.50	WD/MONTHLY FIBER INTERNET 09/15/17-10/14/17	11 6060I 11
CHARTER COMMUNICATIONS	65758	9/19/2017	4	87.50	WW/MONTHLY FIBER INTERNET 09/15/17-10/14/17	12 6060I 12
CHARTER COMMUNICATIONS	65758	9/19/2017	5	444.69	ADM/MONTHLY FIBER INTERNET 09/15/17-10/14/17	01 6060I 09
CHARTER COMMUNICATIONS	65758	9/19/2017	1	121.77	WW/COAX INTERNET SERVICE 09/18/17-10/17/17	12 6060I 12
CHARTER COMMUNICATIONS	65786	9/28/2017	1	272.80	F&R/INTERNET SERVICE 09/10/17-10/09/17	01 6060I 02
CHARTER COMMUNICATIONS	65786	9/28/2017	2	136.93	F&R/INTERNET SERVICE 09/10/17-10/09/17	01 6060I 02
CHARTER COMMUNICATIONS	65786	9/28/2017	3	228.77	ADM/INTERNET SERVICE 09/10/17-10/09/17	01 6060I 09
CHARTER COMMUNICATIONS	65786	9/28/2017	4	240.46	WD/INTERNET SERVICE 09/10/17-10/09/17	11 6060I 11
CHARTER COMMUNICATIONS	65786	9/28/2017	5	240.46	WW/INTERNET SERVICE 09/10/17-10/09/17	12 6060I 12
				2,035.88		
CINDY CLEVELAND	65788	9/28/2017	1	4,080.00	WW/BIOLOGICAL MONITORING APRIL 2,9,16,23, 2017	40 6031Z 12
CITY NATIONAL BANK	65750	9/18/2017	1	118,000.00	WW/ANNUAL PRINCIPAL PAYMENT REFI REVENUE BONDS	12 2602 12
CITY NATIONAL BANK	65750	9/18/2017	2	22,090.25	WW/SEMI ANNUAL INTEREST PMT REFI REVENUE BONDS	12 6180C 12
				140,090.25		
CLEATH-HARRIS GEOLOGISTS, INC.	65787	9/28/2017	1	7,999.80	SWF/PRINC HYDROGEOLOGIST ENV SCIENTIST GEOLOGIST	40 6031Z 11
COASTAL COPY, INC.	65759	9/19/2017	1	350.10	ADM/CONTRACT OVERAGE FOR 8/14/17-9/13/17	01 6044 09

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COLYN MORGAN	65819	9/29/2017	1	64.80	MQ CUSTOMER REFUND	11 2005
CORBIN WILLITS SYSTEMS	65663	9/1/2017	1	1,224.12	ADM/MONTHLY SUPPORT AGRMENT - MOM SOFTWARE 09/2017	01 6044 09
CRYSTAL SANCHEZ	65821	9/29/2017	1	14.60	MQ CUSTOMER REFUND	11 2005
CRYSTAL SPRINGS WATER CO.	65760	9/19/2017	1	78.64	WW/DISTILLED WATER + CRV AUGUST 2017	12 6050 12
CRYSTAL SPRINGS WATER CO.	65760	9/19/2017	1	56.29	WW/SMALL PACKAGE CASE OF 24 + CRV FUEL SURCHARGE	12 6050 12
				134.93		
DAVIS AUTO BODY - NORTH	65777	9/20/2017	1	2,372.20	WD/FINAL INVOICE 2012 F-250 ACCIDENT REPAIRS	11 6041L 11
DIANA NOVAK	65820	9/29/2017	1	36.24	MQ CUSTOMER REFUND	11 2005
FAMCOM PIPE & SUPPLY, INC.	65730	9/12/2017	1	155.98	WW/GRLT2404 LADTECH GRADE RING + UPS FREIGHT	12 6032M 12
FAMCOM PIPE & SUPPLY, INC.	65730	9/12/2017	1	0.50	WW/FINANCE CHARGE	12 6032M 12
				156.48		
FENCE FACTORY, THE	65731	9/12/2017	1	52.50	F&R/TEMPORARY FENCE RENTAL 8/27/17 - 09/26/17	01 6033R 02
FGL ENVIRONMENTAL	65762	9/19/2017	1	95.00	WD/COLILERT P/A AND SAMPLING PICK UP 07/11/17	11 6091 11
FGL ENVIRONMENTAL	65762	9/19/2017	1	1,982.00	WD/INORGANIC ANALYSIS AND SUPPORT ANALYSIS 7/18/17	11 6091 11
FGL ENVIRONMENTAL	65762	9/19/2017	1	488.00	WD/INORGANIC ANALYSIS 07/18/17	11 6091 11
FGL ENVIRONMENTAL	65762	9/19/2017	1	115.00	WD/BACTI ANALYSIS & SUPPORT ANALYSIS 08/08/17	11 6091 11
FGL ENVIRONMENTAL	65762	9/19/2017	1	366.00	WD/ORGANIC ANALYSIS 08/08/17	11 6091 11
FGL ENVIRONMENTAL	65762	9/19/2017	1	125.00	WD/BACTI ANALYSIS 08/08/17	11 6091 11
FGL ENVIRONMENTAL	65762	9/19/2017	1	95.00	WD/BACTI ANALYSIS & SUPPORT ANALYSIS 08/15/17	11 6091 11
FGL ENVIRONMENTAL	65762	9/19/2017	1	95.00	WD/BACTI ANALYSIS & SUPPORT ANALYSIS 08/22/17	11 6091 11
FGL ENVIRONMENTAL	65762	9/19/2017	1	50.00	WD/BACTI ANALYSIS 09/05/17	11 6091 11
FGL ENVIRONMENTAL	65790	9/28/2017	1	115.00	WW/INORGANIC ANALYSIS AND SUPPORT ANALYSIS 7/11/17	12 6091 12
FGL ENVIRONMENTAL	65790	9/28/2017	1	228.00	WW/INORGANIC ANALYSIS 7/11/17	12 6091 12
FGL ENVIRONMENTAL	65790	9/28/2017	1	766.00	WW/INORGANIC ANALYSIS AND ORGANIC ANALYSIS	12 6091 12
FGL ENVIRONMENTAL	65790	9/28/2017	1	264.00	SWF/BACTI ANALYSIS 08/29/17	40 6091H 11
				4,784.00		
FIRST BANKCARD	65724	9/12/2017	1	-	ADM/J GRUBER VISA CHARGES AUGUST 2017	01 6115 09

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FIRST BANKCARD	65724	9/12/2017	2	15.00	ADM/NOTARY SERVICES AUGUST 2017	10 4510 10
FIRST BANKCARD	65724	9/12/2017	3	35.00	ADM/ADMIN STAFF AUGUST 2017	01 6115 09
FIRST BANKCARD	65724	9/12/2017	4	32.44	ADM/LOCAL CSDA MEETING IN SAN LUIS OBISPO	01 6115 09
FIRST BANKCARD	65724	9/12/2017	1	-	FD/E TORLANO VISA CHARGES AUGUST 2017	01 6054 01
FIRST BANKCARD	65724	9/12/2017	2	251.22	FD/2.5' X 8, BANNERS AUGUST 2017	01 6054 01
FIRST BANKCARD	65724	9/12/2017	3	45.28	FD/ELEVATOR AND ESCALATOR RESCUE MANUAL AUG 2017	01 6054 01
FIRST BANKCARD	65724	9/12/2017	4	576.00	FD/SFT TRENCH RESCUE TECH/COMPLEX WATER RESCUE	01 6120E 01
FIRST BANKCARD	65724	9/12/2017	5	590.00	FD/SFT DRIVER OPERATOR 1A L SALAS AUGUST 2017	01 6120E 01
FIRST BANKCARD	65724	9/12/2017	6	377.22	FD/PUBLIC EVENT FOOD AND REFRESHMENTS AUG 2017	01 6014 01
FIRST BANKCARD	65724	9/12/2017	7	194.23	FD/GATH FULL VISOR YELLOS AUGUST 2017	01 6090 01
FIRST BANKCARD	65724	9/12/2017	1	-	ADM/M MADRID VISA CHARGES AUGUST 2017	01 6115 09
FIRST BANKCARD	65724	9/12/2017	2	163.30	P&R/FISCALINI EAST RANCH GROUNDBREAKING CEREMONY	01 6115 16
FIRST BANKCARD	65724	9/12/2017	3	38.00	ADM/CLOSED SESSION FOOD AND COOKIES AUGUST 2017	01 6115 09
FIRST BANKCARD	65724	9/12/2017	4	5.00	ADM/CLOSED SESSION FOOD AND COOKIES AUGUST 2017	01 6115 09
FIRST BANKCARD	65724	9/12/2017	5	154.88	ADM/CLOSED SESSION FOOD AND COOKIES AUGUST 2017	01 6115 09
FIRST BANKCARD	65724	9/12/2017	6	585.00	ADM/POSITION POSTING FINANCE MANAGER AUGUST 2017	01 6125 09
FIRST BANKCARD	65724	9/12/2017	7	250.00	ADM/BOXWOOD FINANCE MANAGER JOB POSTING AUG 2017	01 6125 09
FIRST BANKCARD	65724	9/12/2017	8	400.00	ADM/CSMFO FINANCE MANAGER JOB POSTING AUG 2017	01 6125 09
FIRST BANKCARD	65724	9/12/2017	9	15.00	ADM/CRAIGSLIST FINANCE MGR JOB POSTING AUG 2017	01 6125 09
FIRST BANKCARD	65724	9/12/2017	10	15.00	ADM/CRAIGSLIST FINANCE MGR JOB POSTING AUG 2017	01 6125 09
FIRST BANKCARD	65724	9/12/2017	11	15.00	ADM/CRAIGSLIST FINANCE MGR JOB POSTING AUG 2017	01 6125 09
FIRST BANKCARD	65724	9/12/2017	12	10.00	ADM/CRAIGSLIST FINANCE MGR JOB POSTING AUG 2017	01 6125 09
FIRST BANKCARD	65724	9/12/2017	13	15.45	ADM/CLOSED SESSION FOOD AND DRINK AUGUST 2017	01 6115 09
FIRST BANKCARD	65724	9/12/2017	14	199.29	ADM/CLOSED SESSION FOOD AND DRINK AUGUST 2017	01 6115 09
FIRST BANKCARD	65724	9/12/2017	15	14.99	ADM/ADOBE ACROBAT SUBSCRIPTION AUG 2017 SALVI	01 6060I 09
FIRST BANKCARD	65724	9/12/2017	16	7.01	ADM/CERTIFIED MAIL RWQCB LETTER AUGUST 2017	01 6051 09
FIRST BANKCARD	65724	9/12/2017	17	50.04	ADM/HR/PERSONNEL MEETING AUGUT 2017	01 6115 09
FIRST BANKCARD	65724	9/12/2017	18	24.00	ADM/CLOSED SESSION FOOD AUGUST 2017	01 6115 09
FIRST BANKCARD	65724	9/12/2017	1	-	FD/W HOLLINGSWORTH VISA CHARGES AUGUST 2017	01 6120E 01
FIRST BANKCARD	65724	9/12/2017	2	354.75	FD/TRAINING IN RANCHO CUCAMONGA AUGUST 2017	01 6120E 01
FIRST BANKCARD	65724	9/12/2017	3	111.30	FD/LUBE N GO 2013 FORD F-150 AUGUST 2017	01 6041L 01
FIRST BANKCARD	65724	9/12/2017	4	18.00	FD/FULCRUM MONTHLY SUBSCRIPTION AUGUST 2017	01 6054 01
FIRST BANKCARD	65724	9/12/2017	5	299.23	FD/INTL FIRE & BUILDING CODE MANUAL AUGUST 2017	01 6054 01
FIRST BANKCARD	65724	9/12/2017	6	348.58	FD/SPRINKLER SYSTEMS, FIRE ALARM SIGNAL CODE	01 6054 01
FIRST BANKCARD	65724	9/12/2017	7	76.68	FD/PERF CODE FOR BUILDINGS & FACILITIES AUG 2017	01 6054 01
FIRST BANKCARD	65724	9/12/2017	8	279.00	FD/IAFC MEMBERSHIP THRU 08/31/18 AUGUST 2017	01 6054 01

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FIRST BANKCARD	65724	9/12/2017	9	95.00	FD/FUEL FOR FIRE CHIEF TRUCK TO TRAINING AUG 2017	01 6120E 01
FIRST BANKCARD	65724	9/12/2017	10	452.55	FD/SIX DECALS, ART SET UP FOR SEAL AUGUST 2017	01 6094 01
FIRST BANKCARD	65724	9/12/2017	1	-	FD/J GIBSON VISA CHARGES AUGUST 2017	01 6090 01
FIRST BANKCARD	65724	9/12/2017	2	157.74	FD/STATION COFFEE AUGUST 2017	01 6090 01
FIRST BANKCARD	65724	9/12/2017	1	-	ADM/R GRESENS VISA CHARGES AUGUST 2017	01 6060I 09
FIRST BANKCARD	65724	9/12/2017	2	14.99	ADM/ADOBE ARCROBAT MO SUBSCRIPTION AUG 2017 GRESNS	01 6060I 09
FIRST BANKCARD	65724	9/12/2017	3	14.99	ADM/ADOBE ARCROBAT MO SUBSCRIPTION AUG 2017 WINFRY	01 6060I 09
FIRST BANKCARD	65724	9/12/2017	4	18.83	ADM/FLOATATION DEVICE FOR SAMPLING AUGUST 2017	11 6094 11
FIRST BANKCARD	65724	9/12/2017	5	18.84	ADM/FLOATATION DEVICE FOR SAMPLING AUGUST 2017	12 6094 12
				6,338.83		
FORD MOTOR CREDIT COMPANY LLC	65732	9/12/2017	1	637.09	F&R/2016 FORD F-250 WITH UTILITY BODY	01 2516 02
GERBER'S AUTO SERVICE	65733	9/12/2017	1	52.58	WW/FORD F250 REPLACE OIL/FILTER WASTE FEES	12 6041L 12
GRAINGER	65792	9/28/2017	1	64.72	WW/WASHER, 3/4" BOLT HHCS, 3/4-10X2	12 6032T 12
GRESENS, ROBERT C.	65665	9/1/2017	1	100.00	WD/MONTHLY CELL PHONE REIMBURSMENT 09/2017	11 6060C 11
GRUBER, JEROME	65666	9/1/2017	1	100.00	ADM/MONTHLY CELL PHONE REIMBURSEMENT 09/2017	01 6060C 09
HALEY DODSON	65664	9/1/2017	1	45.00	ADM/MONTHLY CELL PHONE REIMBURSMENT 09/2017	01 6060C 09
HALEY DODSON	65678	9/6/2017	1	25.84	ADM/SUP GUIDE LABOR RELATIONS 9.6.17 H.DODSON	01 6120E 09
HALEY DODSON	65789	9/28/2017	1	9.84	ADM/SPECIAL BOARD MEETING TRIP MORRO BAY & VETS HL	01 6120E 09
				80.68		
HD SUPPLY FACILITIES MAINTENAN	65774	9/19/2017	1	(18.18)	WW/THREADED FLANGE 316SS	12 6032T 12
HD SUPPLY FACILITIES MAINTENAN	65774	9/19/2017	1	222.08	WW/EFQT3 WEAR PLATE FOR 3' EFQT EBARA	12 6032L 12
HD SUPPLY FACILITIES MAINTENAN	65811	9/28/2017	1	48.26	WW/LZV9402.99 220 MILLIVOLT	12 6092 12
HD SUPPLY FACILITIES MAINTENAN	65811	9/28/2017	1	329.12	WW/DEMAND FLOW REGULATOR	12 6032S 12
HD SUPPLY FACILITIES MAINTENAN	65811	9/28/2017	1	2,292.10	WW/ROTATING ASSEMBLY FOR 3" SELF PRIMING TRASH PUM	12 6032T 12
				2,873.38		
HOLLINGSWORTH, WILLIAM	65667	9/1/2017	1	100.00	FD/MONTHLY CELL PHONE REIMBURSMENT 09/2017	01 6060C 01
HOLT, TRAVIS	65681	9/6/2017	1	60.00	WD/REIMBURSEMENT OF FEES T2 WATER CERTIFICATION	11 6055 11

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HOME DEPOT CREDIT SERVICE	65735	9/12/2017	1	104.97	F&R/BEHR PPUE 5850 SG UPW 128OZ	01 6033V 02
HOME DEPOT CREDIT SERVICE	65735	9/12/2017	1	947.37	WW/OAK BASE CABINET OAK SINK BASE CABINET	12 6033B 12
HOME DEPOT CREDIT SERVICE	65735	9/12/2017	1	(176.01)	WW/LIFEPROOF SEASONED WOOD	12 6033B 12
HOME DEPOT CREDIT SERVICE	65735	9/12/2017	1	224.12	WW/VANITY COMBO BATH FAUCET	12 6033B 12
HOME DEPOT CREDIT SERVICE	65735	9/12/2017	1	87.72	WW/BIRCH PLYWOOD SAW BLADE P TRAP SQUARE DOWEL	12 6033B 12
				<u>1,188.17</u>		
IAN VAN WEERDEN POELMAN	65812	9/28/2017	1	88.00	FD/REIMBURSEMENT FOR DIESEL FUEL ON HUASNA FIRE LN	01 6041L 01
INNOVATIVE CONCEPTS	65668	9/1/2017	1	25.00	ADM/CIS HOSTING 09/2017	01 6044 09
INNOVATIVE CONCEPTS	65668	9/1/2017	2	25.00	FD/FIRE WEBSITE HOSTING 09/2017	01 6044 01
				<u>50.00</u>		
J B DEWAR	65682	9/6/2017	1	1,130.84	F&R/400 GALLONS GAS DELIVERED 08.23.17	01 6096 02
J B DEWAR	65736	9/12/2017	1	1,309.94	FD/180 GALLONS GAS AND 270 DIESEL DELIVERED 8-23	01 6096 01
J B DEWAR	65793	9/28/2017	1	650.81	FD/220 GALLONS DIESEL FUEL	01 6096 01
J B DEWAR	65793	9/28/2017	1	1,409.86	F&R/300 GALLONS GAS 176 GALLONS DIESEL	01 6096 02
				<u>4,501.45</u>		
JERRY BAKER	65815	9/29/2017	1	8.09	MQ CUSTOMER REFUND	11 2005
JESSY HOLMBERG	65818	9/29/2017	1	14.60	MQ CUSTOMER REFUND	11 2005
JOHN ALLCHIN	65659	9/1/2017	1	45.00	WW/MONTHLY CELL PHONE REIMBURSEMENT 09/2017	12 6060C 12
JOHN ALLCHIN	65783	9/28/2017	1	140.00	WW/DRINKING WATER TREATMENT OPERATOR CERT RENEWAL	12 6055 12
				<u>185.00</u>		
JOHN DEERE FINANCIAL	65669	9/1/2017	1	522.49	F&R/MONTHLY PMT COMPACT UTILITY TRACTOR 09/2017	01 2513 02
JOHN POULOS	65744	9/12/2017	1	66.00	F&R/LG CHAIN SAW SHARPENING (3) & (6) MED CHAINS	01 6090 02
JWC ENVIRONMENTAL	65737	9/12/2017	1	9,918.48	WW/11 CAM CUTTERS BUNA N ELASTOMERS GASKETS GRINDR	12 6032T 12
KEVIN MERK ASSOCIATES, LLC	65795	9/28/2017	1	1,970.00	WD/WATERLINE REPAIR PROJ - PRINCIPAL & SNR BIOLOG	11 6080M 11

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KIMES, DAVID & NANCY	65794	9/28/2017	1	161.87	WD/ASSIGNMENT PROCESSING APN 024.202.019	11 2420 11
L.N. CURTIS & SONS	65738	9/12/2017	1	99.34	FD/37 4.5NHFRLX2.5NHM ADAPTER	01 6090 01
L.N. CURTIS & SONS	65797	9/28/2017	1	241.02	FD/YELLOW PACIFIC KIWI R3 RESCUE HELMET GOGGLES	01 6090 01
				340.36		
LIBERTY COMPOSTING, INC.	65764	9/19/2017	1	4,706.53	WW/72.54 TIPPING FEES BIOSOLIDS + TRLR FEE AUG '17	12 6032S 12
LIFE-ASSIST, INC.	65796	9/28/2017	1	43.54	FD/ENDOTRACHEAL TUBES SAFETY NEEDLES	01 6089 01
MADRID, MONIQUE	65670	9/1/2017	1	100.00	ADM/MONTHLY CELL PHONE REIMBURSEMENT 09/2017	01 6060C 09
MARIA GUIZAR	65816	9/29/2017	1	5.51	MQ CUSTOMER REFUND	11 2005
MAY, DEVAN	65798	9/28/2017	1	161.87	WD/ASSIGNMENT PROCESSING REFUND APN 024.202.019	11 2420 11
MCCRAIN, DAN	65799	9/28/2017	1	150.00	FD/DMV PHYSICAL REIMBURSEMENT	01 6048E 01
MENDOZA, CARLOS	65671	9/1/2017	1	22.50	ADM/MONTHLY CELL PHONE REIMBURSEMENT 09/2017	01 6060C 09
MENDOZA, CARLOS	65671	9/1/2017	2	22.50	F&R/MONTHLY CELL PHONE REIMBURSEMENT 09/2017	01 6060C 02
				45.00		
MICHAEL BAKER INTERNATIONAL	65687	9/6/2017	1	34,295.61	SWF/ADDITIONAL WORK REQUESTS 2 & 4 AND CONTINGENCY	39 1829C 11
MICHAEL BAKER INTERNATIONAL	65687	9/6/2017	1	9,063.52	SWF/SWCA & PROJECT COORDINATION, AMP REVIEW & CALL	39 1829 11
MICHAEL BAKER INTERNATIONAL	65687	9/6/2017	1	38,633.19	SWF/ADDITIONAL WORK REQUESTS 1, 2 & 4 CONTINGENCY	39 1829C 11
				81,992.32		
MICHAEL EVANS	65679	9/6/2017	1	625.00	F&R/TORO DINGO TRAILER SLEF-CONTAINED UNIT	01 6041L 02
MICHELLE DYER	65782	9/28/2017	1	435.99	WW/BAUSCH LOM SIGHT SAVE WHIP IT WIPES TOILET PAPR	12 6048 12
MINER'S ACE HARDWARE	65800	9/28/2017	1	23.69	F&R/DIMMER SLIDE LED/CFL LA	01 6033V 02
MINER'S ACE HARDWARE	65800	9/28/2017	1	32.92	WW/ROUNDUP CONC PINT FASTENERS	12 6032T 12
				56.61		
MISSION COUNTRY DISPOSAL	65802	9/28/2017	1	1,926.00	ADM/REIMBURSEMENT OF DELINQUENT TRASH FEES	01 2019 09

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MISSION LINEN SUPPLY	65683	9/6/2017	1	12.95	WW/TOWELS AND RUGS	12 6033B 12
MISSION LINEN SUPPLY	65739	9/12/2017	1	12.95	WW/TOWELS AND RUGS	12 6033B 12
MISSION LINEN SUPPLY	65765	9/19/2017	1	68.18	WD/TOWELS AND RUGS	11 6094 11
MISSION LINEN SUPPLY	65765	9/19/2017	1	59.60	WD/TOWELS AND RUGS	11 6094 11
MISSION LINEN SUPPLY	65765	9/19/2017	1	12.95	WW/TOWELS AND RUGS	12 6033B 12
MISSION LINEN SUPPLY	65801	9/28/2017	1	21.45	WW/TOWELS AND RUGS	12 6094 12
MISSION LINEN SUPPLY	65801	9/28/2017	1	12.95	WW/TOWELS AND RUGS	12 6033B 12
				201.03		
MORRO BAY RV & MARINE	65684	9/6/2017	1	452.85	FD/FORD F350 CHECK OIL PRESSURE SWITCH OXY SENSOR	01 6220S 01
MUNICIPAL CODE CORP	65803	9/28/2017	1	171.00	ADM/9 SUPPLEMENT PAGES	01 6054 09
MUNICIPAL CODE CORP	65803	9/28/2017	2	35.00	ADM/ORDBANK	01 6054 01
MUNICIPAL CODE CORP	65803	9/28/2017	3	25.95	ADM/TAX & FREIGHT	01 6054 09
				231.95		
NOBLE SAW, INC.	65804	9/28/2017	1	2,150.00	WD/14.5 HP 26" BRUSHMOWER	11 6093 11
NOBLE SAW, INC.	65804	9/28/2017	1	158.39	WD/CHAINS	11 6090 11
				2,308.39		
OFFICE DEPOT CORPORATE	65766	9/19/2017	1	110.25	ADM/DIVIDERS, 8 TAB, 25 SETS, W/WH	01 6050 09
OR-TEC, INC.	65767	9/19/2017	1	6,780.00	WW/SCREWScreen COMPACTOR WITH AUGER/SHAFT	12 6170 12
PACIFIC GAS & ELECTRIC	65685	9/6/2017	1	264.14	WW/ELEC SVC SAN SIMEON CREEK ROAD AUGUST 2017	12 6060E 12
PACIFIC GAS & ELECTRIC	65685	9/6/2017	1	21.03	ADM/ELEC SVC 1316 TAMSON #203 AUGUST 2017	01 6060E 09
PACIFIC GAS & ELECTRIC	65685	9/6/2017	1	1,519.09	SWF/ELEC SVC 990 SAN SIMEON CRK TRMT PLANT AUG-17	39 6060E 11
PACIFIC GAS & ELECTRIC	65685	9/6/2017	1	10.51	WD/ELEC SVC 7806 VAN GORDON CREEK RD AUGUST 2017	11 6060E 11
PACIFIC GAS & ELECTRIC	65685	9/6/2017	1	25.75	WD/ELEC SVC 9110 CHARING LANE - AUGUST 2017	11 6060E 11
PACIFIC GAS & ELECTRIC	65685	9/6/2017	2	939.48	WD/ELEC SVC 1320 SAN SIMEON CREEK RD AUGUST 2017	11 6060E 11
PACIFIC GAS & ELECTRIC	65685	9/6/2017	3	910.94	WD/ELEC SVC 1330 SAN SIMEON CREEK RD AUGUST 2017	11 6060E 11
PACIFIC GAS & ELECTRIC	65685	9/6/2017	4	2,346.83	WD/ELEC SVC 1340 SAN SIMEON CREEK RD AUGUST 2017	11 6060E 11
PACIFIC GAS & ELECTRIC	65685	9/6/2017	5	619.87	WD/ELEC SVC 6425 CAMBRIA PINES RD AUGUST 2017	11 6060E 11
PACIFIC GAS & ELECTRIC	65685	9/6/2017	6	32.45	WD/ELEC SVC 988 MANOR WAY AUGUST 2017	11 6060E 11
PACIFIC GAS & ELECTRIC	65685	9/6/2017	7	4,511.52	WD/ELEC SVC 2031 RODEO GROUNDS AUGUST 2017	11 6060E 11

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PACIFIC GAS & ELECTRIC	65685	9/6/2017	8	519.40	WD/ELEC SVC 2499 VILLAGE LANE AUGUST 2017	11 6060E 11
PACIFIC GAS & ELECTRIC	65685	9/6/2017	9	727.58	WD/ELEC SVC 1975 STUART ST AUGUST 2017	11 6060E 11
PACIFIC GAS & ELECTRIC	65685	9/6/2017	1	2,385.75	WD/ELEC SVC 2820 SANTA ROSA CRK RD PUMP AUG 2017	11 6060E 11
PACIFIC GAS & ELECTRIC	65685	9/6/2017	1	184.64	SWF/ELEC SVC SAN SIMEON CRK RD EVAP POND AUG 2017	39 6060E 11
PACIFIC GAS & ELECTRIC	65740	9/12/2017	1	311.74	WW/ELEC SVC LIFT STATION A AUGUST 2017	12 6060E 12
PACIFIC GAS & ELECTRIC	65740	9/12/2017	2	234.84	WW/ELEC SVC LIFT STATION 9 AUGUST 2017	12 6060E 12
PACIFIC GAS & ELECTRIC	65740	9/12/2017	3	111.00	WW/ELEC SVC LIFT STATION B-2 AUGUST 2017	12 6060E 12
PACIFIC GAS & ELECTRIC	65740	9/12/2017	4	248.03	WW/ELEC SVC LIFT STATION A-1 AUGUST 2017	12 6060E 12
PACIFIC GAS & ELECTRIC	65740	9/12/2017	5	512.52	WW/ELEC SVC LIFT STATION B AUGUST 2017	12 6060E 12
PACIFIC GAS & ELECTRIC	65740	9/12/2017	6	169.46	WW/ELEC SVC LIFT STATION B-3 AUGUST 2017	12 6060E 12
PACIFIC GAS & ELECTRIC	65740	9/12/2017	7	321.05	WW/ELEC SVC LIFT STATION B-4 AUGUST 2017	12 6060E 12
PACIFIC GAS & ELECTRIC	65740	9/12/2017	8	23.70	SWF/ELEC SVC LIFT STATION WELL PUMP 9P7 AUG 2017	39 6060E 11
PACIFIC GAS & ELECTRIC	65740	9/12/2017	9	23.77	WW/ELEC SVC LIFT STATION 8 AUGUST 2017	12 6060E 12
PACIFIC GAS & ELECTRIC	65740	9/12/2017	10	15,658.56	WW/ELEC SVC TREATMENT PLANT AUGUST 2017	12 6060E 12
PACIFIC GAS & ELECTRIC	65740	9/12/2017	11	19.52	WW/ELEC SVC LIFT STATION 4 AUGUST 2017	12 6060E 12
PACIFIC GAS & ELECTRIC	65740	9/12/2017	12	143.29	WW/ELEC SVC LIFT STATION B-1 AUGUST 2017	12 6060E 12
PACIFIC GAS & ELECTRIC	65740	9/12/2017	1	37.92	F&R/ELEC SVC WEST VILLAGE BATHROOM AUGUST 2017	01 6060E 02
PACIFIC GAS & ELECTRIC	65740	9/12/2017	2	34.43	F&R/ELEC SVC EAST VILLAGE BATHROOM AUGUST 2017	01 6060E 02
PACIFIC GAS & ELECTRIC	65740	9/12/2017	3	1,214.04	F&R/ELEC SVC STREET LIGHTING AUGUST 2017	01 6060E 02
PACIFIC GAS & ELECTRIC	65740	9/12/2017	4	446.27	F&R/ELEC SVC VETERANS HALL AUGUST 2017	01 6060E 02
PACIFIC GAS & ELECTRIC	65740	9/12/2017	5	720.25	FD/ELEC SVC 2850 BURTON DRIVE AUGUST 2017	01 6060E 01
PACIFIC GAS & ELECTRIC	65740	9/12/2017	6	26.68	FD/ELEC SVC 2850 BURTON DRIVE AUGUST 2017	01 6060E 01
PACIFIC GAS & ELECTRIC	65740	9/12/2017	7	567.23	ADM/ELEC SVC 1316 TAMSEN DRIVE AUGUST 2017	01 6060E 09
PACIFIC GAS & ELECTRIC	65740	9/12/2017	8	133.65	ADM/ELEC SVC RADIO SHACK AUGUST 2017	01 6060E 09
				35,976.93		
PATRICK OREILLY	65672	9/1/2017	1	100.00	ADM/MONTHLY CELL PHONE REIMBURSEMENT 09/2017	01 6060C 09
PLACER TITLE COMPANY	65686	9/6/2017	1	679.00	WD/VLM FEES PREPAID FOR GILPIN APN 022.333.003	11 6080V 11
PLACER TITLE COMPANY	65805	9/28/2017	1	679.00	WD/VLM FEES PREPAID FOR SWINGER 023.202.064	11 6080V 10
PLACER TITLE COMPANY	65805	9/28/2017	1	679.00	WD/VLM FEES PREPAID TO PTC - ABRAHAM 023.092.033	11 6080V 10
				2,037.00		
PROCARE JANITORIAL SUPPLY	65806	9/28/2017	1	317.67	F&R/MAT, OLEFIN, 4'X6' CHARCOAL ROLL DISPENSER	01 6090 02
QUILL CORP	65741	9/12/2017	1	62.13	WW/BRACKETS	12 6050 12

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QUILL CORP	65741	9/12/2017	1	(62.13)	WW/BRACKETS	12 6050 12
QUILL CORP	65741	9/12/2017	1	250.96	ADM/WATER PAPER ALUM FOLDER HOLDER CRAYONS FILES	01 6050 09
QUILL CORP	65768	9/19/2017	1	94.63	ADM/PAPER WATER DISINFECTANT SPRAYS	01 6050 09
QUILL CORP	65768	9/19/2017	1	217.71	ADM/LASER JET CARTRIDGE F/LJ 4200	01 6050 09
QUILL CORP	65768	9/19/2017	1	49.91	ADM/1/2" ROUND RING BINDERS MAGAZINE FILE GEL PENS	01 6050 09
QUILL CORP	65768	9/19/2017	1	6.85	ADM/PAD, RPL T5460	01 6050 09
QUILL CORP	65768	9/19/2017	1	73.95	ADM/PEN REFILLS COPY PAPER DESK CALENDAR	01 6050 09
QUILL CORP	65768	9/19/2017	1	3.20	ADM/PEN REFILLS	01 6050 09
				697.21		
RETIREE00	65691	9/7/2017	1	423.16	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	11 5121 11
RETIREE01	65692	9/7/2017	1	423.16	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	12 5121 12
RETIREE02	65693	9/7/2017	1	533.68	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 02
RETIREE04	65694	9/7/2017	1	147.58	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 09
RETIREE05	65695	9/7/2017	1	423.16	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	12 5121 12
RETIREE06	65696	9/7/2017	1	147.58	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	11 5121 11
RETIREE07	65697	9/7/2017	1	147.58	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	11 5121 11
RETIREE08	65698	9/7/2017	1	423.16	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	11 5121 11
RETIREE09	65699	9/7/2017	1	147.58	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 09
RETIREE10	65700	9/7/2017	1	147.58	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 09
RETIREE11	65701	9/7/2017	1	147.58	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 09
RETIREE12	65702	9/7/2017	1	1,195.37	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	12 5121 12
RETIREE13	65703	9/7/2017	1	147.58	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 01
RETIREE14	65704	9/7/2017	1	147.58	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 02
RETIREE15	65705	9/7/2017	1	147.58	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 01
RETIREE16	65706	9/7/2017	1	423.16	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	11 5121 11
RETIREE17	65707	9/7/2017	1	423.16	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 09
RETIREE19	65708	9/7/2017	1	1,195.37	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 01
RETIREE20	65709	9/7/2017	1	147.58	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	12 5121 12
RETIREE21	65710	9/7/2017	1	147.58	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	12 5121 12
RETIREE22	65711	9/7/2017	1	423.16	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	12 5121 12
RETIREE23	65712	9/7/2017	1	423.16	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 09
RETIREE24	65713	9/7/2017	1	147.58	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 02
RETIREE26	65714	9/7/2017	1	1,091.42	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 09
RETIREE27	65715	9/7/2017	1	1,195.37	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 01
RETIREE28	65716	9/7/2017	1	423.16	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 02

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RETIREE30	65717	9/7/2017	1	533.68	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	11 5121 11
RETIREE31	65718	9/7/2017	1	533.68	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 09
RETIREE32	65719	9/7/2017	1	1,195.37	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 09
RETIREE33	65720	9/7/2017	1	533.68	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 09
RETIREE34	65721	9/7/2017	1	1,195.37	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR OCT '17	01 5121 01
				14,782.39		
RICE, MIKE	65769	9/19/2017	1	15,350.00	FD/FHFRP CONTRACTOR PAYMENT	01 6220R 01
SDRMA	65743	9/12/2017	1	8,764.30	ADM/ANNUAL WORKERS COMP PAYROLL RECONCILIATION	01 2170
SDRMA	65770	9/19/2017	1	1,032.50	WW/CLAIM# FD1617007001-001 DAMAGE TO LIFT STN B	12 6032L 12
SDRMA	65807	9/28/2017	1	1,000.00	WD/COLLISION DEDUCTIBLE CLM#CL1617006948-0001	11 6041L 11
				10,796.80		
SETH SUTHERLAND	65772	9/19/2017	1	270.00	WD/GIS DATE SYSTEMS UPDATES	11 6080G 11
SETH SUTHERLAND	65772	9/19/2017	2	585.00	WW/GIS DATE SYSTEMS UPDATES	12 6080M 12
SETH SUTHERLAND	65772	9/19/2017	3	450.00	SWF/GIS DATE SYSTEMS UPDATES	39 6080M 11
SETH SUTHERLAND	65809	9/28/2017	1	435.00	WD/HYDRANT TESTS LARGE FORMAT PLOT & LAMINATE S&H	11 6031F 11
				1,740.00		
SLO COUNTY CLERK-RECORDER	65747	9/13/2017	1	15.00	ADM/RELEASE OF LEIN 736 CORNWALL CLAUDIA DONE	01 4390 09
SLO COUNTY EMS	65688	9/6/2017	1	20.00	FD/AIRWAY LAB 6.22.17 A.HUNT	01 6120E 01
SLO COUNTY EMS	65688	9/6/2017	1	150.00	FD/PARAMEDIC ACCREDITATION A. HUNT	01 6120E 01
SLO COUNTY EMS	65688	9/6/2017	1	147.00	FD/PARAMEDIC ADVD PROTOCOL REV-APR D.MCCRAIN 8.24	01 6120E 01
				317.00		
SOUTH COAST EMERGENCY VEHICLE	65771	9/19/2017	1	85.00	FD/B.I.T. INSPECTION ON WATER TANKER 57	01 6041L 01
STATE OF CALIFORNIA	65808	9/28/2017	1	20.00	WW/DUPLICATE TITLE FOR 1996 FORD	12 6041L 12
STEPHANIE SALVI	65742	9/12/2017	1	36.72	ADM/LCW EMPLOYMENT LAW SEMINAR ATASCADERO CITY HAL	01 6120E 09
TEKTEGRITY INC	65745	9/12/2017	1	1,156.25	ADM/TEKSERVICES ESSENTIALS BILLABLE	01 6044 09
TEKTEGRITY INC	65773	9/19/2017	1	1,067.96	ADM/BLACKBOX KIT - 4TB BACK UP EQUIPMENT	01 6044 09
TEKTEGRITY INC	65810	9/28/2017	1	2,198.00	ADM/MONTHLY BILLING FOR OCTOBER	01 6044 09

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT**

FOR THE MONTH OF SEPTEMBER, 2017

<u>Vendor Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Line #</u>	<u>Line Amt</u>	<u>Line Description</u>	<u>Expense Distribution Acct</u>
				4,422.21		
THE BLUEPRINTER	65727	9/12/2017	1	178.06	WD/#10 WINDOW ENVELOPES	11 6053 11
THE BLUEPRINTER	65727	9/12/2017	2	178.05	WW/#10 WINDOW ENVELOPES	12 6053 12
				356.11		
THE DOCUTEAM	65761	9/19/2017	1	434.81	ADM/STORAGE 8/1/17-8/31/17 + 17 BOXES DELIVERED	01 6080M 09
THE GAS COMPANY	65680	9/6/2017	1	88.17	FD/GAS SVC 2850 BURTON DRIVE AUGUST 2017	01 6060G 01
THE GAS COMPANY	65791	9/28/2017	1	99.17	F&R/GAS SVC VETERANS HALL SEPTEMBER 2017	01 6060G 02
				187.34		
THE TRIBUNE	65689	9/6/2017	1	300.00	ADM/FINANCE MANAGER RECRUITMENT ADVERTISEMENT	01 6125 09
THE TRIBUNE	65689	9/6/2017	2	110.71	WD/AMENDING ORDINANCE 02-2017 SECTION 8.04.100 B-4	11 6011I 11
THE TRIBUNE	65689	9/6/2017	3	110.72	RC/AMENDING ORDINANCE 02-2017 SECTION 8.04.100 B-4	10 6011I 10
				521.43		
VERIZON WIRELESS	65775	9/19/2017	1	34.68	FD/MONTHLY CELL PHONE SERVICE AUG 2017 WTR TENDER	01 6060C 01
VERIZON WIRELESS	65775	9/19/2017	2	97.38	FD/MONTHLY CELL PHONE SERVICE AUG 2017 ENG 5791	01 6060C 01
VERIZON WIRELESS	65775	9/19/2017	1	36.17	F&R/MONTHLY ON CALL CELL PHONE SERVICE AUGUST 2017	01 6060C 02
VERIZON WIRELESS	65775	9/19/2017	2	67.59	WD/MONTHLY ON CALL CELL PHONE SERVICE AUGUST 2017	11 6060C 11
VERIZON WIRELESS	65775	9/19/2017	3	68.90	WW/MONTHLY ON CALL CELL PHONE SERVICE AUGUST 2017	12 6060C 12
VERIZON WIRELESS	65775	9/19/2017	4	22.84	ADM/MONTHLY ON CALL CELL PHONE SERVICE AUGUST 2017	01 6060C 09
				327.56		
WEST COAST TREE SERVICE	65813	9/28/2017	1	8,400.00	F&R/TREE WORK ON FISCALINI RANCH	01 6033R 02
WEST COAST TREE SERVICE	65813	9/28/2017	1	3,700.00	SWF/PHASE ONE WILLOW TRIMMING AND FENCE PROJECT	40 6031Z 11
WEST COAST TREE SERVICE	65813	9/28/2017	1	3,775.00	SWF/WILLOW TRIMMING AND FENCE PROJECT	40 6031Z 11
WEST COAST TREE SERVICE	65813	9/28/2017	1	375.00	F&R/REMOVE DEAD PINES FROM CCSD LOTS	01 6033G 02
				16,250.00		
WIERENGA, DAVID	65690	9/6/2017	1	512.41	FD/SUPPLIES FOR CERT TRNG & RED FLAG FIRE PATROL	01 6220D 01
WINSOR CONSTRUCTION, INC.	65776	9/19/2017	1	440.00	F&R/GREEN WASTE DISPOSAL 8/10-24/2017	01 6033R 02
Accounts Payable Vendor Subtotal				457,125.25		

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF SEPTEMBER, 2017**

<u>Vendor Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Line #</u>	<u>Line Amt</u>	<u>Line Description</u>	<u>Expense Distribution Acct</u>
AFLAC (AMER FAM LIFE INS)	5324	9/8/2017	1	148.05	VOLUNTARY INS-PRETAX	01 2162
AFLAC (AMER FAM LIFE INS)	5324	9/8/2017	1	25.92	VOLUNTARY INS-PRETAX	01 2162
AFLAC (AMER FAM LIFE INS)	5340	9/22/2017	1	148.05	VOLUNTARY INS-PRETAX	01 2162
AFLAC (AMER FAM LIFE INS)	5340	9/22/2017	1	25.92	VOLUNTARY INS-PRETAX	01 2162
				347.94		
AMERITAS	5350	9/30/2017	1	3,759.44	DENTAL INSURANCE-YER	01 2150
AMERITAS	5350	9/30/2017	2	(0.02)	DENTAL INSURANCE-YER	01 5102 09
AMERITAS	5350	9/30/2017	1	462.42	DENTAL INSURANCE-YER	01 2150
				4,221.84		
CAMBRIA COMMUNITY SERVICES DIS	5325	9/8/2017	1	1,300.00	MEDICAL REIMBURSEMNT	01 2171
CAMBRIA COMMUNITY SERVICES DIS	5325	9/8/2017	2	250.00	MEDICAL REIMBURSEMNT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	5325	9/8/2017	3	50.00	MEDICAL REIMBURSEMNT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	5325	9/8/2017	4	200.00	MEDICAL REIMBURSEMNT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	5325	9/8/2017	5	150.00	MEDICAL REIMBURSEMNT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	5325	9/8/2017	6	200.00	MEDICAL REIMBURSEMNT	12 5122 12
CAMBRIA COMMUNITY SERVICES DIS	5341	9/22/2017	1	1,350.00	MEDICAL REIMBURSEMNT	01 2171
CAMBRIA COMMUNITY SERVICES DIS	5341	9/22/2017	2	250.00	MEDICAL REIMBURSEMNT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	5341	9/22/2017	3	50.00	MEDICAL REIMBURSEMNT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	5341	9/22/2017	4	200.00	MEDICAL REIMBURSEMNT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	5341	9/22/2017	5	150.00	MEDICAL REIMBURSEMNT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	5341	9/22/2017	6	200.00	MEDICAL REIMBURSEMNT	12 5122 12
				4,350.00		
CAMBRIA FIRE FIGHTERS LOCAL 46	5327	9/8/2017	1	360.00	DUES-FIRE IAFF	01 2160
CAMBRIA FIRE FIGHTERS LOCAL 46	5344	9/22/2017	1	360.00	DUES-FIRE IAFF	01 2160
				720.00		
CAMBRIA FIREFIGHTERS ASSN	5343	9/22/2017	1	141.99	RESERVE FIREFTR DUES	01 2160
EMPLOYMENT DEVELOPMENT DP	5326	9/8/2017	1	4,109.57	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	5326	9/8/2017	1	851.56	STATE INCOME TAX	01 2130
EMPLOYMENT DEVELOPMENT DP	5342	9/22/2017	1	4,907.65	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	5342	9/22/2017	1	924.82	STATE INCOME TAX	01 2130

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF SEPTEMBER, 2017**

<u>Vendor Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Line #</u>	<u>Line Amt</u>	<u>Line Description</u>	<u>Expense Distribution Acct</u>
				10,793.60		
H.O.B.-DIRECT DEPOSIT	5328	9/8/2017	1	3,700.00	Direct Deposit Flat	01 2152
H.O.B.-DIRECT DEPOSIT	5328	9/8/2017	1	55,736.20	Direct Deposit Flat	01 2152
H.O.B.-DIRECT DEPOSIT	5345	9/22/2017	1	4,137.91	Direct Deposit Flat	01 2152
H.O.B.-DIRECT DEPOSIT	5345	9/22/2017	1	62,435.42	Direct Deposit Flat	01 2152
				<u>126,009.53</u>		
ICMA-VNTGPT TRSFR AGT 457	5330	9/8/2017	1	1,816.01	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	5330	9/8/2017	1	927.81	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	5347	9/22/2017	1	1,820.56	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	5347	9/22/2017	1	927.81	457 DEFERRED COMP IN	01 2141
				<u>5,492.19</u>		
IRS/FEDERAL PARYOLL TAXES	5329	9/8/2017	1	13,391.37	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PARYOLL TAXES	5329	9/8/2017	1	12,742.04	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PARYOLL TAXES	5329	9/8/2017	1	3,032.22	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PARYOLL TAXES	5346	9/22/2017	1	15,571.28	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PARYOLL TAXES	5346	9/22/2017	1	13,704.86	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PARYOLL TAXES	5346	9/22/2017	1	3,409.96	FEDERAL INCOME TAX	01 2120
				<u>61,851.73</u>		
LINCOLN FINANCIAL GROUP	5351	9/30/2017	1	241.68	LIFE INSURANCE	01 2164
PERS HEALTH BENEFIT SERV	5353	9/30/2017	1	39,171.56	MEDICAL INSURANC-YER	01 2151
PERS HEALTH BENEFIT SERV	5353	9/30/2017	2	640.00	MEDICAL INSURANC-YER	01 5121 01
PERS HEALTH BENEFIT SERV	5353	9/30/2017	3	512.00	MEDICAL INSURANC-YER	01 5121 02
PERS HEALTH BENEFIT SERV	5353	9/30/2017	4	1,280.00	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	5353	9/30/2017	5	768.00	MEDICAL INSURANC-YER	11 5121 11
PERS HEALTH BENEFIT SERV	5353	9/30/2017	6	768.00	MEDICAL INSURANC-YER	12 5121 12
PERS HEALTH BENEFIT SERV	5353	9/30/2017	7	146.46	MEDICAL INSURANC-YER	01 5103 09
PERS HEALTH BENEFIT SERV	5353	9/30/2017	8	72.27	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	5353	9/30/2017	9	0.02	MEDICAL INSURANC-YER	01 5103 09
PERS HEALTH BENEFIT SERV	5353	9/30/2017	1	5,209.74	MEDICAL INSURANC-YER	01 2151
				<u>48,568.05</u>		

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT**

FOR THE MONTH OF SEPTEMBER, 2017

<u>Vendor Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Line #</u>	<u>Line Amt</u>	<u>Line Description</u>	<u>Expense Distribution Acct</u>
PERS RETIREMENT SYSTEM	5331	9/8/2017	1	0.02	PERS PAYROLL REMITTANCE	01 5111 09
PERS RETIREMENT SYSTEM	5331	9/8/2017	2	19,536.63	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	5348	9/22/2017	1	0.03	PERS PAYROLL REMITTANCE	01 5111 09
PERS RETIREMENT SYSTEM	5348	9/22/2017	2	20,116.02	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	5352	9/30/2017	1	6,345.74	UNFUNDED ACCRUED LIABILTY	01 5109 09
PERS RETIREMENT SYSTEM	5352	9/30/2017	2	1,683.16	UNFUNDED ACCRUED LIABILTY	01 5109 02
PERS RETIREMENT SYSTEM	5352	9/30/2017	3	3,795.65	UNFUNDED ACCRUED LIABILTY	11 5109 11
PERS RETIREMENT SYSTEM	5352	9/30/2017	4	3,747.33	UNFUNDED ACCRUED LIABILTY	12 5109 12
PERS RETIREMENT SYSTEM	5352	9/30/2017	5	4,384.45	UNFUNDED ACCRUED LIABILTY	01 5109 01
				59,609.03		
SEIU LOCAL 620	5332	9/8/2017	1	489.38	SEIU UNION DUES	01 2160
SEIU LOCAL 620	5349	9/22/2017	1	489.38	SEIU UNION DUES	01 2160
				978.76		
				Payroll Payable Vendor Subtotal	323,326.34	
				TOTAL DISBURSEMENT FOR SEPTEMBER, 2017	780,451.59	

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF SEPTEMBER, 2017**

<u>Vendor Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Line #</u>	<u>Line Amt</u>	<u>Line Description</u>	<u>Expense Distribution Acct</u>
EXPENDITURE SUMMARY						
				82,223.70	TOTAL GENERAL FUND	
				40,951.55	TOTAL WATER OPERATIONS	
				35,962.36	TOTAL SWF OPERATIONS	
				84,325.66	TOTAL SWF PROJECT	
				140,090.25	TOTAL SWF LOAN PAYMENT	
				51,284.34	TOTAL WASTEWATER OPERATIONS	
				6,780.00	TOTAL WASTEWATER CAPITAL EXPENDITURES	
				238,729.21	TOTAL PERSONNEL RELATED	
				680,347.07	TOTAL CCSD RELATED EXPENDITURES	
				100,104.52	TOTAL EXPENDITURES FOR EMPLOYEES (Note 1)	
				<u>780,451.59</u>	<u>TOTAL DISBURSEMENT FOR AUGUST, 2017</u>	
Note 1						
Includes federal and state income taxes withheld and paid to state or federal government, union dues withheld and paid to the unions, and voluntary contributions by individuals for insurance or deferred compensation.						

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
 Tuesday, September 19, 2017 3:00 PM

1. OPENING

A. Call to Order

President Rice called the meeting to order at 3:04 p.m.

B. Pledge of Allegiance

President Rice led the Pledge of Allegiance.

C. Establishment of Quorum

A quorum was established.

Directors present: President Rice, Vice President Sanders, Director Thompson, Director Bahringer, and Director Farmer.

Staff present: General Manager Jerry Gruber, District Counsel Timothy Carmel, Administrative Services Officer/District Clerk Monique Madrid, and Confidential Administrative Assistant Haley Dodson.

2. PUBLIC COMMENT ON AGENDA ITEMS

Crosby Swartz
 Laura Swartz
 Jason Anderson
 Mary Webb

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

A. Interview Candidates for Vacancy on Board of Directors

Applicants were asked to introduce themselves and were allowed six minutes to address the Board. Board Members were allowed to ask questions if the applicant did not use his or her entire six minutes.

1. Mark Herrier
2. Jeff Walters
3. Robert Kelly
4. Dewayne (John) Lee
5. David Pierson
6. Allan MacKinnon
7. Aaron (Michael) Wharton
8. Alan Fields
9. Ronald Cristando
10. Karen Dean
11. Peter Chaldecott
12. Bruce Fosdike

President Rice asked the Board to narrow down the group selection to five maximum choices:

Director Bahringer – Peter Chaldecott, Aaron (Michael) Wharton, Bruce Fosdike
 Vice President Sanders – Peter Chaldecott, Bruce Fosdike
 Director Farmer – Dewayne (John) Lee and Allan MacKinnon
 President Rice – Mark Herrier, Allan MacKinnon and Dewayne (John) Lee

President Rice stated the following applicants were each selected by two Directors and will move forward for further questioning:

Peter Chaldecott
 Mark Herrier
 Dewayne (John) Lee
 Bruce Fosdike
 Aaron (Michael) Wharton
 Allan MacKinnon

The Board asked questions of each candidate.

B. Appoint New Director to Board of Directors

Director Bahringer moved to appoint Peter Chaldecott to the Board of Directors.

Vice President Sanders seconded the motion.

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

Motion Failed: 2-Ayes (Bahringer, Sanders), 2-Nays (Farmer, Rice), 0-Absent

Director Farmer moved to appoint Dewayne Lee to the Board of Directors.

President Rice seconded the motion.

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

Motion Failed: 2-Ayes (Farmer, Rice), 2-Nays (Bahringer, Sanders), 0-Absent

Director Bahringer moved to appoint Peter Chaldecott to the Board of Directors.

Vice President Sanders seconded the motion.

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

Motion Failed: 2-Ayes (Bahringer, Sanders), 2-Nays (Farmer, Rice), 0-Absent

President Rice moved to appoint Allan MacKinnon to the Board of Directors.

Director Farmer seconded the motion.

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

Motion Failed: 2-Ayes (Farmer, Rice), 2-Nays (Bahringer, Sanders), 0-Absent

Director Bahringer moved to appoint Aaron (Michael) Wharton to the Board of Directors.

Vice President Sanders seconded the motion.

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

Motion Failed: 2-Ayes (Bahringer, Sanders), 2-Nays (Farmer, Rice), 0-Absent

Director Bahringer moved to appoint Bruce Fosdike to the Board of Directors.

Vice President Sanders seconded the motion.

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

Motion Failed: 2-Ayes (Bahringer, Sanders), 2-Nays (Farmer, Rice), 0-Absent

Vice President Sanders moved to appoint Mark Herrier to the Board of Directors.

Director Bahringer seconded the motion.

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

Motion Failed: 2-Ayes (Bahringer, Sanders), 2-Nays (Farmer, Rice), 0-Absent

Director Bahringer suggested adjourning to a date certain or to advance the matter to the Board of Supervisors.

District Counsel recommended moving to a date certain that would be an adjourned special meeting along with posting on the door, to reconvene, and reconsider the issue. He further advised that the Board has sixty days to make the appointment, which ends

on October 30, 2017. If the Board doesn't take action within the sixty days, it defaults to the Board of Supervisors.

Director Bahringer moved to adjourn the meeting to October 3, 2017 at noon.

Vice President Sanders seconded the motion.

Roll Call Vote:

Director Bahringer- Aye

Vice President Sanders- Aye

Director Farmer- Aye

President Rice- Aye

Motion Passed Unanimously 4 – 0: 4-Ayes, 0-Nays, 0-Absent

4. ADJOURN

President Rice adjourned the meeting at 6:35 p.m.

DRAFT

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, September 28, 2017 4:00 PM

1. OPENING

A. Call to Order

President Rice called the meeting to order at 4:08 p.m.

B. Pledge of Allegiance

President Rice led the Pledge of Allegiance.

C. Establishment of Quorum

A quorum was established.

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

Staff present: General Manager Jerry Gruber, Assistant District Counsel David Hirsch, and Administrative Services Officer/District Clerk Monique Madrid.

D. Report from Closed Session

Assistant District Counsel stated there was nothing to report from closed session.

E. Agenda Review: Additions/Deletions

Director Bahringer wants to comment on item number 2, and move item 7F to a future agenda.

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

Public Comment:
Christine Heinrich

3. SPECIAL REPORTS (Estimated time 5 Minutes per item)

A. PROS Commissioner Stanley Cooper to provide an update on recent PROS activities

PROS Commissioner Stanley Cooper provided the Board with an update on the PROS Commissioners and the Phase 1 Park.

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

A. Sheriff's Department Report

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

B. Cambria Community Services District Fire Department Report

CCSD Fire Engineer Ryan Maloney provided a report of recent activities in Cambria.

5. ACKNOWLEDGEMENTS AND PRESENTATIONS**A. Manager's Report**

General Manager Jerry Gruber provided a brief summary of the General Manager's report and a PowerPoint presentation.

Public Comment:
Mike Lyons
Tony Church

B. Ad Hoc Committees Reporting:

Information Technology Committee - Task: The Technology Ad-Hoc Committee is responsible for pending technology infrastructure issues (hardware and software) in all departments.

Liaison Reports:
NCAC PROS FFRP
Forest Committee

Liaison Reports:

Director Bahringer reported on Supervisor Gibson's explanation at the NCAC meeting that road work is being done in preparation for next year when they will do a chip seal.

Director Farmer reported on the FFRP and recent work done on the Ranch and Forest.

President Rice attended the Coastal Commission meeting and reception.

6. CONSENT AGENDA (Estimated time: 15 Minutes)

A. CONSIDERATION TO ADOPT THE AUGUST 2017 EXPENDITURE REPORT

B. CONSIDERATION TO ADOPT THE AUGUST 8, 2017 SPECIAL MEETING MINUTES AND AUGUST 24, 2017 REGULAR MEETING MINUTES

C. DISCUSSION AND CONSIDERATION OF AMENDMENT TO AGREEMENT WITH AMERICAN LEGION FOR USE OF VETERANS MEMORIAL BUILDING FACILITIES

President Rice asked for any items to be pulled.

Vice President Sanders announced he is a member of the American Legion but is not a board member and is eligible to vote on item 6C.

Director Bahringer announced he is also a member of the American Legion and has been advised that he is allowed to vote on item 6C.

Director Farmer asked to pull item 6C.

Assistant District Counsel stated Vice President Sanders and Director Bahringer are not required to recuse themselves from the vote.

Vice President Sanders moved to approve consent items 6A and 6B.

Director Farmer seconded the motion.

Roll Call Vote:
 Vice President Sanders-Aye
 Director Farmer-Aye
 Director Bahringer-Aye
 President Rice-Aye

Motion Passed Unanimously: 4-Ayes, 0-Nays, 0-Absent

Item 6C was heard separately. General Manager Jerry Gruber introduced the item and turned it over to Assistant District Counsel, who provided the Board with a brief summary.

Public Comment:
 Christine Heinrich
 Jerry McKinnon

Vice President Sanders moved to approve Amendment No. 2 to revive and amend the agreement with the American Legion for use of the Veterans Memorial Building Facility.

Director Bahringer seconded the motion.

Roll Call Vote:
 Vice President Sanders-Aye
 Director Bahringer-Aye
 Director Farmer-Aye
 President Rice-Aye

Motion Passed Unanimously: 4-Ayes, 0-Nays, 0-Absent

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

A. DISCUSSION AND CONSIDERATION TO DIRECT STAFF TO PROVIDE THE BOARD OF DIRECTORS WITH A LIST OF DISTRICT-OWNED PROPERTIES UNENCUMBERED BY CONSERVATION EASEMENTS OR RESTRICTIVE COVENANTS FOR POTENTIAL SALE

General Manager Jerry Gruber introduced the item and turned it over to the Board for further discussion.

Vice President Sanders suggested focusing on 3 parcels: the Skatepark property, the house on Van Gordon Creek Road, and the Pocket Park on Center Street.

Public Comment:
 John Ehlers
 Laurel Stewart submitted a written comment for the record. Parcel 013-151-045 should be considered as a possible location for the use of the Schoolhouse.

Director Bahringer moved to direct staff to provide the Board of Directors with a list of District-owned properties that are unencumbered by Conservation Easements or Restrictive Covenants for potential sale; that such search be limited to the three properties discussed for an appraisal; to add those three properties to the October agenda for discussion and consideration; and to have staff provide a complete list of CCSD owned parcels as soon as possible.

Vice President Sanders seconded the motion.

Roll Call Vote:

Director Bahringer-Aye

Vice President Sanders-Aye

Director Farmer-Aye

President Rice-Aye

Motion Passed Unanimously: 4-Ayes, 0-Nays, 0-Absent

B. DISCUSSION AND CONSIDERATION OF ORDINANCE 03-2017 AMENDING CCSD MUNICIPAL CODE SECTION 3.04.030 TO ADD PROVISIONS TO PROVIDE RELIEF FROM FEES AND CHARGES RELATED TO LEAKS

General Manager Jerry Gruber introduced the item and turned it over to the Board for further discussion.

Director Bahringer moved to waive further reading of Ordinance 03-2017 Amending Section 3.04.030 of the Cambria Community Services District Municipal Code Regarding Relief from Fees and Charges Related to Leaks.

Vice President Sanders seconded the motion.

Roll Call Vote:

Director Bahringer-Aye

Vice President Sanders-Aye

Director Farmer-Aye

President Rice-Aye

Motion Passed Unanimously: 4-Ayes, 0-Nays, 0-Absent

Vice President Sanders moved to introduce by title only Ordinance 03-2017 Amending CCSD Municipal Code Section 3.04.030 to Add Provisions to Provide Relief from Fees and Charges Related to Leaks.

Director Bahringer seconded the motion.

Roll Call Vote:

Vice President Sanders-Aye

Director Bahringer-Aye

Director Farmer-Aye

President Rice-Aye

Motion Passed Unanimously: 4-Ayes, 0-Nays, 0-Absent

C. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 39-2017 AMENDING THE CCSD BYLAWS TO LIMIT DURATION OF BOARD OF DIRECTORS MEETINGS

General Manager Jerry Gruber introduced the item and turned it over to Assistant District Counsel, who provided the Board with a brief summary.

Director Bahringer moved to adopt Resolution 39-2017 amending the CCSD Bylaws to limit the duration of Board of Directors meetings.

Vice President Sanders seconded the motion.

Roll Call Vote:
Vice President Sanders-Aye
Director Bahringer-Aye
Director Farmer-Aye
President Rice-Aye

Motion Passed Unanimously: 4-Ayes, 0-Nays, 0-Absent

D. DISCUSSION AND CONSIDERATION TO FILL VACANCIES ON AD HOC COMMITTEES AND LIAISON POSITIONS CREATED BY THE RESIGNATION OF MICHAEL THOMPSON

General Manager Jerry Gruber introduced the item and turned it over to the Board for further discussion.

Consensus was reached to table the item until appointment of new Board members.

E. DISCUSSION AND CONSIDERATION OF PROCEDURE TO FILL THE VACANCY ON THE CCSD BOARD OF DIRECTORS CREATED BY THE RESIGNATION OF GREG SANDERS

General Manager Jerry Gruber introduced the item and turned it over to the Board for further discussion.

Public Comment:
Donn Howell
Jerry McKinnon
Clive Mettrick

Consensus was reached to table this matter.

F. DISCUSSION AND CONSIDERATION OF PROVIDING HEALTH INSURANCE FOR MEMBERS OF THE BOARD OF DIRECTORS

General Manager Jerry Gruber introduced the item and turned it over to the Board for further discussion.

President Rice clarified that the intent was to have the CCSD make benefits available to, but paid for by the Directors.

Public Comment:
Donn Howell
Mike Lyons

Consensus was reached to table this matter for future consideration.

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

None.

9. ADJOURN

President Rice adjourned the meeting at 7:15 p.m.

DRAFT

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors
FROM: Bob Gresens, District Engineer

AGENDA NO. 6.C.

Meeting Date: October 26, 2017 Subject: CONSIDERATION OF REJECTION OF BID FOR INSTALLMENT OF THE INFLUENT SCREEN AT THE WASTEWATER TREATMENT PLANT AND TO AUTHORIZE STAFF TO SEEK INFORMAL BIDS ON REVISED INSTALLATION APPROACH

RECOMMENDATIONS:

Staff recommends that the Board of Directors reject the sole bid received on August 9, 2017 for installation of the influent screen for the Wastewater Treatment Plant (WWTP) and authorize staff to request informal bids for a revised installation approach.

FISCAL IMPACT:

Staff projects that the updated installation cost should be at least \$200,000 less than the current bid. It remains to be determined how close an informal bid will be to the current line item budgeted amount of \$85,000.

DISCUSSION:

On August 9, 2017, one bid was received for installation of the influent screen at the WWTP. The bid amount of \$337,622.70 was well above the authorized budget of \$85,000. This led to staff's development of an alternative screen installation approach, which will mount the new equipment on the existing grit removal tank, as opposed to constructing a new structure. The revised approach is currently being finalized. Because the new installation cost will be below the \$175,000 maximum threshold limit of the Uniform Public Construction Cost Accounting Act, informal bidding will be used for obtaining bids on the revised screen installation approach. Therefore, it is recommended that the earlier bid be rejected and staff be authorized to informally bid the revised screen installation approach.

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ RICE ___ SANDERS ___ BHRINGER ___ FARMER ___ WHARTON ___

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO 7.A.FROM: Jerry Gruber, General Manager
Patrick O'Reilly, Finance Manager

Meeting Date: October 26, 2017

Subject: DISCUSSION AND CONSIDERATION
AUTHORIZING STAFF TO APPROVE
A CONSULTANT SERVICES
AGREEMENT WITH BARTLE WELLS
ASSOCIATES TO PREPARE A RATE
STUDY FOR WATER AND
WASTEWATER RATES AND
CAPACITY FEES**RECOMMENDATIONS:**

Staff recommends that the Board of Directors authorize staff to enter into a consultant services agreement with Bartle Wells Associates to develop a rate study for water and sewer rates and capacity fees for the CCSD. Staff also recommends that the Board of Directors increase the budget authority for this item in the Fiscal Year 2017/18 Budget from \$30,000 (\$15,000 in Water and \$15,000 in Wastewater) to \$68,000 (\$34,000 in both the Water and Wastewater Funds).

FISCAL IMPACT:

There is presently \$30,000 authorized for a rate study (\$15,000 in both the Water and Wastewater Funds). There are two alternative proposals from Bartle Wells Associates - one is for \$55,000 and the second is for \$68,000. The Board may also consider other alternatives. The fiscal impact will be the difference in cost between the rate study approved by the Board and the \$30,000 that is currently in the budget.

BACKGROUND:

Existing CCSD water and wastewater rates are not adequate to fund the normal operating and maintenance costs of the water and wastewater plants. Rates for water and wastewater operations were last established by CCSD Resolution 01-2016 on February 1, 2016. Those rates were designed to support operation of the water and wastewater plants but were not designed to pay for maintenance and repair or most of the major capital improvements to either plant. Those rates did include the generation of \$1,000,000 for specific improvements to the water plant including replacement of the Fiscalini Water Tank, upgrade of the Rodeo Tank pump station and repairs to the Stuart Street Tank.

Since the rates were approved in 2016, staff has developed an extensive list of capital repair and replacement projects which require additional funding to enable the water and wastewater plants to be operated safely, effectively and efficiently. Staff has also identified additional staffing required for the increasingly complex regulatory requirements for operating and monitoring of both systems.

Water rate surcharges for the procurement and operation of the Sustainable Water Facility were established July 2, 2014 by CCSD Resolution 32-2014. Those rates included the generation of adequate revenue each year to pay debt service on the loan required to purchase the system assets as well as adequate revenue to operate the system under the regulations anticipated at that time. Since then, extensive monitoring and reporting requirements have been placed on the District by various state regulatory agencies driving costs to operate higher than originally estimated. However, the rate study proposals being considered today would not change the rates established for the Sustainable Water Facility in CCSD Resolution 32-2014.

Increasing rates for operations, maintenance and capital improvements is subject to rate payers majority protest through Proposition 218 protest hearing procedures. Bartle Wells Associates is a consulting firm that specializes in assisting public agencies in developing water and sewer rates, as well as evaluating capacity fees and complying with the procedural requirements of Proposition 218. Bartle Wells Associates has submitted two comprehensive proposals for rate studies.

The first proposal is to assist CCSD in developing water and sewer rates that are sufficient to provide for all water and wastewater operations, as well as required maintenance and capital improvements over the next ten years. The cost of that proposal is \$55,000 and a copy is attached.

The second proposal includes the same study provided in the first proposal plus the development of new or updated fees for Parks, Recreation and Open Space, Fire Prevention and Open Space Acquisition and the Buildout Reduction Program. The cost of is \$68,000 and a copy of that proposal is also attached.

Attachments: Attachment 01 Bartle Wells Associated Proposal for Water and Sewer Rate and Capacity Fee Study dated 8/23/17
Attachment 02 Bartle Wells Associated Proposal for Water and Sewer Rate and Capacity Fee Study dated 9/20/17

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___RICE ___SANDERS ___BAHRINGER ___FARMER___ WHARTON



Cambria Community Services District

Proposal for a Water & Sewer Rate & Capacity Fee Study



BARTLE WELLS ASSOCIATES
INDEPENDENT PUBLIC FINANCE ADVISORS



BARTLE WELLS ASSOCIATES
INDEPENDENT PUBLIC FINANCE ADVISORS

1889 Alcatraz Avenue
Berkeley, CA 94703
T: 510-653-3399
www.bartlewells.com

August 23, 2017

Cambria Community Services District
1316 Tamsen Street, Suite 201
Cambria, CA 93428

Attn: Jerry Gruber, General Manager
Patrick O'Reilly, Finance Manager

Re: Proposal for Water & Sewer Rate & Capacity Fee Studies

Bartle Wells Associates is pleased to submit this proposal to assist the Cambria Community Services District with development of water and sewer rate and capacity fee studies. Bartle Wells Associates specializes in providing independent financial advisory and utility rate consulting services to California water and wastewater agencies. We have extensive experience developing long-term financial plans and utility rate studies for a wide range of public agencies. And we have a strong track record of building consensus for final recommendations.

Key elements of our proposal include:

- **Develop Long-Term Financial Plans:** Develop 10-year financial plans for the District's water and sewer enterprises. The plans will serve as financial roadmaps for funding each utility's operating and capital improvement programs while maintaining long-term financial stability. We often recommend agencies phase in both overall rate increases over time, to the extent possible, to minimize the annual impact on ratepayers.
- **Evaluate Water & Sewer Rate Alternatives:** Evaluate the District's water and sewer rate structures and identify alternatives or modifications to better achieve District objectives while meeting the legal requirements of Proposition 218. BWA has extensive experience helping agencies evaluate and implement a wide range of utility rate structures and/or rate modifications. Final rate recommendations will be designed to a) fund each utility's costs of providing service, b) be fair and equitable to all customers, c) provide a prudent balance of revenue stability and conservation incentive, and d) comply with the substantive requirements of Proposition 218.
- **Update Capacity Fees Levied on New Development:** Identify the full range of funding needs and costs recoverable by the District's water and sewer capacity fees. Evaluate alternative fee methodologies and develop updated fees designed to recover the full costs of infrastructure and assets benefitting new development.

- **Incorporate District Input & Build Consensus for Recommendations:** Throughout the project, we will work closely with the District to identify and evaluate key alternatives and their impacts, gain ongoing input, and build consensus for final recommendations. BWA will also assist the District with implementation of proposed rates and capacity fees including drafting of the required Proposition 218 Notice and participation in the Proposition 218 Rate Hearing to help gain public acceptance.

I have enjoyed working with the District on our prior assignments and appreciate the opportunity to assist the District with development of updated water and sewer rates and capacity fees. Please contact me if you have any questions or need any additional information.

Sincerely,

BARTLE WELLS ASSOCIATES



Alex Handlers, CIPMA
Principal/Vice-President

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Section 1: Firm Overview & Project Staffing



BARTLE WELLS ASSOCIATES

Leaders in California Water & Wastewater Finance

Bartle Wells Associates (BWA) is an independent financial advisory firm with expertise in the areas of water and wastewater rates and finance. Our firm was established in 1964 and is owned and managed by its principal consultants. We have over 50 years of experience advising cities, special districts, and other agencies on the complexities and challenges in public finance. We have advised over 500 public agency clients throughout California and the western United States. We have a diversity of abilities and experience to evaluate all types of financial issues faced by local governments and to recommend the best and most-practical solutions.

Bartle Wells Associates has a stable, well-qualified professional team. Our education and backgrounds include finance, civil engineering, business, public administration, public policy, and economics. The firm is owned and managed by its principal consultants who have been with the firm for many years.

BWA specializes in three professional services: utility rate and fee studies, financial plans, and project financing. We are the only independent financial advisor providing *all three* of these interrelated services to public agencies.

BWA Key Services

- *Financial Plans*
- *Rate & Fee Studies*
- *Project Financing*

RATE AND FEE STUDIES Our *rate studies* employ a cost-of-service approach and are designed to maintain the long-term financial health of a utility enterprise while being fair to all customers. We develop practical recommendations that are easy to implement and often phase in rate adjustments over time to minimize the impact on ratepayers. We also have extensive experience developing impact fees that equitably recover the costs of infrastructure required to serve new development. BWA has completed hundreds of water and wastewater rate and fee studies. We have helped communities implement a wide range of water and sewer rate structures and are knowledgeable about the legal requirements governing rates and impact fees including Proposition 218 and Government Code 66000. We develop clear, effective presentations and have represented public agencies at hundreds of public hearings to build consensus for our recommendations.



Our offices are located in Berkeley, in a circa 1900 Victorian Building.

FINANCIAL PLANS Our *financial plans* provide agencies with a flexible roadmap for funding long-term operating and capital needs. We evaluate the wide range of financing options available, develop a plan that recommends the best financing approach, and clearly identify the sources of revenue for funding projects and repaying any debt. We also help agencies develop prudent financial policies, such as fund reserve targets, to support sound financial management. BWA has developed over 2,000 water and wastewater enterprise financial plans to help public agencies fund their operating and capital programs, meet debt service requirements, and maintain long-term financial health.



PROJECT FINANCING Our *project financing* experience includes over 300 bond sales and numerous bank loans, lines of credit, and various state and federal grant and loan programs. We generally recommend issuing debt via a competitive sale process to achieve the lowest cost financing possible. To date, we have helped California agencies obtain over \$5 billion of financing via bonds, bank loans/private placements, lines of credit, low-rate State Revolving Fund Loans, and other funding programs. We work only for public agencies; we are independent financial advisors and do not buy, trade, or resell bonds. Our work is concentrated on providing independent advice that enables our clients to finance their projects on the most favorable terms—lowest interest rates, smallest issue size, and greatest flexibility.

Bartle Wells Associates is a charter member of the **National Association of Municipal Advisors** (NAMA), which establishes strict criteria for independent advisory firms. All of our lead consultants are *Certified Independent Professional Municipal Advisors*.



Bartle Wells Associates is committed to providing value and the best advice to our clients. Our strength is *quality*—the quality of advice, service, and work we do for all our clients.

PROJECT STAFFING

BWA proposes to assign Alex Handers, a principal and vice-president of the firm, as project manager and principal-in-charge for this engagement. Alex has consulted for over 100 California water and wastewater agencies and has extensive experience developing financial plans and utility rate and fee studies for numerous California agencies. He also is experienced evaluating financing alternatives for capital improvement programs and has helped California agencies obtain over \$2 billion of low-cost project funding. He is a Certified Independent Professional Municipal Advisor and Board Member of the National Association of Municipal Advisors. Alex also has experience presenting technical information to non-technical audiences in order to foster understanding of key issues and recommendations. He has made hundreds of public presentations to City Councils, District Boards, and a range of community and customer groups to build support for final recommendations.

ALEX T. HANDLERS, MPA, CIPMA



Experience

Alex T. Handlers is a principal and vice president of Bartle Wells Associates with expertise in the areas of water and wastewater rates and finance. He develops long-term financial plans, utility rates, and capacity charges for water and wastewater enterprises. He has managed projects for a wide range of California cities, counties, and special districts and completed over 150 consulting assignments.

Mr. Handlers has helped agencies implement a wide variety of water and sewer rate and fee structures and is knowledgeable about the legal requirements of Prop. 218, AB1600, and Prop. 26. He also specializes in evaluating financing alternatives for capital improvement programs and securing project financing. He is a Certified Independent Professional Municipal Advisor who has helped California agencies obtain over \$2 billion in financing via bonds, COPs, bank loans, lines of credit, and various state and federal grant and loan programs.

Education

M.P.A. - University of Washington

B.A. - Lehigh University

Certifications

Board Member – National Association of Municipal Advisors

CIPMA – Certified Independent Professional Municipal Advisor

MSRB-Registered Municipal Advisor

Representative Projects

- **City of Redwood City:** Developed water and sewer financial plans and utility rate studies designed to support long-term operating and capital needs while providing a defensible cost-justification for the City's utility rates. Recommended a number of modifications to the City's water and sewer rate structures. Recommended adoption of a new Water Supply Capacity Fee to recover recycled water facility costs.
- **Cambria Community Services District:** Developed water and sewer rates and capacity charges as well as supplemental water rates to support an emergency desalinated water facility, and updated the District's miscellaneous fees and charges.
- **City of San Carlos:** Developed sewer enterprise financial plan and rate study designed to support legally-required sewer collection system capacity improvements, long-term pipeline replacements, and over \$120 million for the City's share of costs for rebuilding the regional wastewater treatment plant. Evaluated residential rate alternatives and recommended modifications to the City's sewer rate structure designed to improve rate equity and align rates with the cost of service.
- **City of Morro Bay:** Developed 10-year water and wastewater financial plans and rate studies. Evaluated water and sewer rate structures and recommended modifications based on a cost of service analysis. Developed emergency water shortage rates. Updated the City's water and wastewater connection fees.
- **Mid-Peninsula Water District:** Developed 10-year financial plan and water rate study with a gradual phase in of rate increases and modifications to rate structure to improve equity and conservation incentive. Developed water system capacity charges levied on new development and a new water demand offset fee to recover costs for generating water supply to serve growth.

Alex T. Handlers, continued

- **South San Luis Obispo County Sanitation District:** Developed 10-year financial plan and wastewater treatment rate recommendations. Recommended a multi-year phase-in of rate increases to support financial stability and construction of \$20 million project to address permit requirements. Assisted District with the financial application for a State Revolving Fund Loan.
- **Silicon Valley Clean Water:** Developed 10-year financial plan supporting over \$500 million of capital improvements to a regional JPA that provides sewer treatment to Belmont, Redwood City, San Carlos, and the West Bay Sanitary District. Served as financial advisor on issuance of \$200 million of financing via bonds, State Revolving Fund (SRF) loans, and a line of credit.
- **Joshua Basin Water District:** Long-term financial plan and water rate study recommending a gradual increase in water rates coupled with rate structure modifications to provide additional conservation incentive. Updated District's connection fees. Worked closely with a community advisory committee to evaluate rate options and develop final recommendations.
- **City of Mountain View:** Developed 10-year water and wastewater financial plans and rate studies. Evaluated water and sewer rate structures and recommended modifications to improve rate equity and compliance with Prop. 218. Updated the City's water and wastewater connection fees.
- **City of San Mateo:** Developed a sewer enterprise financial plan and rate recommendations supporting funding for a roughly \$900 million wastewater capital improvement program needed to improve wet weather capacity and rebuild the City's aging wastewater treatment plant.
- **Ramona Municipal Water District:** Developed 10-year financial plans, wastewater rates and capacity charges for the District's two separate sewer service areas.
- **City of Sunnyvale:** Developed sewer enterprise financial projections and rate recommendations. Updated the City's water and sewer capacity charges levied on new development.
- **Ironhouse Sanitary District:** Developed financial plan supporting financing of a new wastewater treatment plant. Assisted District in obtaining a \$50 million SRF loan. Updated the District's capacity fees and charges.
- **City of San Bruno:** Developed 10-year water and wastewater financial plans and rate studies. Evaluated water and sewer rate structures and recommended modifications to improve rate equity and increase conservation incentive. Incorporated input from the City Council's Utilities Committee.
- **City of East Palo Alto:** Developed water rates, a water system capital improvement charge, and a meter replacement program surcharge.
- **San Francisco Public Utilities Commission:** Developed financial projections supporting over \$1 billion of bonds issued to help fund a 10-year, \$4.3 billion upgrade to the Hetch-Hetchy regional water system.
- **East Palo Alto Sanitary District:** Developed a wastewater financial plan and rate study that restored District's financial health. Updated District capacity fees.
- **City of Milpitas:** Financial master plans, utility rate studies, and connection fee updates for the City's water, recycled water, wastewater, and storm water utilities. Worked closely with a citizen advisory group to evaluate rate and financing options and develop final recommendations.
- **Alameda County Water District:** Comprehensive development fee study; recommended a series of modifications to existing charges to improve revenue recovery, equity and fee administration.
- **City of Fresno:** Developed wastewater enterprise financial plan and Excel-based financial model that is used by City staff to update projections. Developed new water connection fees designed to recover costs of existing facilities and future supplemental water supply projects benefiting new development.

Section 2: Proposed Scope of Services

This section presents a draft scope of services that we believe forms a sound basis for completing this assignment. Bartle Wells Associates will work with the Cambria Community Services District to *finalize a scope of services that meets the District's objectives and schedule.*

TASK A. PROJECT INITIATION & DATA COLLECTION

1. Project Team Orientation

To initiate our work, hold a conference call with the District to accomplish the following:

- Identify members of District staff, Board Members, engineering consultants, and other consultants/advisors who will participate in the project.
- Determine the roles and responsibilities of all project participants.
- Identify other parties that may have a significant interest in the project, such as community groups, business organizations, and large customers.
- Establish project schedule and key milestone dates.
- Confirm the key goals and expectations of the District's project team.

2. Investigation and Data Collection

Assemble the information necessary to understand the District's utility systems, finances, customers and usage, rate and fee structures. Assistance and cooperation of District staff will be needed to assemble the relevant background information. The objectives of investigation and data collection are to develop a complete understanding of the water and sewer enterprises and finances, and to reach an agreement on basic assumptions to be used in the study. A list of preliminary information needs is attached to this proposal.

Task A Deliverables

- Project kickoff conference call
- List of information needs and key questions
- Identification of project goals and objectives
- Project team contact list
- Draft project schedule

TASK B. 10-YEAR FINANCIAL PLANS

1. Develop Forecasts and Projections

Based on evaluation of the data assembled and input provided by staff and other members of the project team, prepare forecasts and projections to be used in the development of financial projections for the District's water and sewer utilities. Develop projections for the following areas (and others as appropriate):

Cost Escalation Factors: Work with project team to develop reasonable cost escalation factors for both operating and capital expenditures. Work with staff to estimate potential new operating costs, such as new O&M costs related to planned capital improvements, or costs for complying with future permit requirements.

Long-Term Capital Repairs & Replacements: Based on input from District staff, determine a reasonable amount to include for required near-term capital improvement needs as well as future ongoing repairs

and replacements to aging infrastructure. BWA often recommends that agencies phase in funding for long-term system rehabilitation over a few years, as rates are gradually increased.

Water & Sewer Demand: With District input, develop forecasts of the overall level of water and sewer sales accounting for anticipated growth, future conservation efforts, and price elasticity (the decline in water sales in response to an increase in water rates).

Other Financial Projections: With District input, develop reasonable and slightly conservative assumptions for future growth, investment earnings, and other relevant financial variables.

Review projections with District staff for agreements on assumptions, interpretation of data, and completeness of approach.

2. Evaluate Financing Alternatives for Capital Improvements

Evaluate options for financing proposed capital improvement projects. Our evaluation will:

- Estimate the amount and timing of any debt, if needed, to finance capital projects.
- Evaluate the alternative borrowing methods available including bonds, COPs, state and federal loan programs, bank loans and lines of credit, and other options.
- Recommend the appropriate type of debt, its term and structure.
- Evaluate possible combinations of financing methods, such as partial pay-as-you-go cash funding supplemented by debt when needed.

3. Allocated Capital Improvement Costs to Existing vs. Future Customers

Work with District staff, and potentially the consulting engineers who developed the most recent water and sewer master plans, to allocate capital project costs to existing ratepayers vs. future customers, who should generally pay for capacity improvements benefitting new development.

4. Establish Prudent Minimum Fund Reserve Targets

Evaluate the adequacy of the District's current water and sewer enterprise fund reserves. Establish prudent minimum fund reserve targets based on the District's operating and capital funding projections. Develop an implementation plan for achieving and maintaining the recommended reserve fund levels.

5. Develop 10-Year Cash Flow Projections

Develop cash flow projections showing the financial position of the District's water and sewer enterprises over the next 10 years. The cash flows will project fund balances, revenues, expenses, and debt service coverage, and will incorporate the forecasts developed with staff input, including funding needs for future repairs and replacements. After developing a base-case cash flow scenario, we can develop alternatives for additional evaluation such as capital project alternatives, project financing alternatives, the impacts of different levels of conservation and water sales, etc. During this phase, BWA will work closely with the project team to develop and hone financial and rate projections. BWA typically recommends that rate increases be phased in over time to minimize the annual impact on ratepayers.

6. Evaluate Rate Increase Options

Based on the cash flow projections, determine the annual revenue requirements for the District's water and sewer enterprises and project required utility rate increases. Evaluate the financial impact of various rate adjustment alternatives, such as phasing in required rate increases over a number of years. If appropriate, develop a reduced rate alternative for each utility and evaluate impacts on the District's ability to fund capital projects.

7. Meet with District to Discuss Findings, Recommendations & Alternatives

Meet with District to present findings and preliminary recommendations, discuss alternatives, and gain ongoing input for development and refinement of recommendations.

Task B Deliverables

- Summary of 10-year capital improvement funding needs for the District's water and sewer utilities along with identification of capital project alternatives for evaluation
- Evaluation of financing alternatives for capital improvements and recommended financing approach or approaches
- Recommendations for minimum fund reserve targets
- 10-year financial projections and financial plan for the water and sewer utilities
- Identification of alternative rate increase scenarios for District evaluation
- Meet with District to present findings, discuss alternatives, and gain input

TASK C. WATER & SEWER RATE ANALYSIS

1. Review Existing Water & Sewer Rates

Review the District's existing water and sewer rate structures and discuss advantages and disadvantages compared to other rate approaches for each utility. Evaluate existing rates for general compliance with the substantive requirements of Proposition 218. Summarize and discuss finding with the District's project team.

2. Conduct Regional Rate Survey

Review and summarize water and sewer rates of other regional and/or comparable agencies. Summarize results in easily understandable tables and/or charts.

3. Analyze Utility Billing Data

Analyze current and historical water utility billing data to determine reasonable and conservative estimates of water demand to use in developing rate options. Water use can fluctuate from year to year depending on various factors such as weather, economy, and local conservation efforts. Ideally, we would prefer to analyze 3 years of utility billing data in order to determine slightly conservative demand projections.

Residential sewer flows can be estimated based on historical metered water consumption during the wettest winter months (typically December through March), when customers typically use minimal to no water for landscape irrigation.

Based on the analysis, BWA will develop a) estimates of water consumption patterns that will be used to develop updated tiered water rates, and b) estimates of wastewater flow and strength loadings that will be used to develop sewer rates for each customer class.

4. Identify & Evaluate Rate Structure Modifications & Alternatives

Identify alternative rate structures or modifications to the District's existing water and sewer rates designed to improve equity, conservation, and other District objectives. For each utility, discuss pros and cons of different rate structure options and their general impacts on different types of customers. Rate structure options will be refined as the study progresses based on input from the District's project team. If appropriate, work with District staff to identify key criteria for evaluating and comparing the rate alternatives and their ability to achieve a balance of District objectives

5. Develop Updated Rates Based on a Cost-of-Service Methodology

Develop updated water and sewer rates based on a methodology that aligns rates with the costs of providing service. Allocate the costs of providing water and sewer service to appropriate billing components (e.g. fixed rates, variable rates, rate tiers, wastewater strength loadings, etc.) and develop unit costs for all billing components. Apply unit costs to the water and sewer usage characteristics of each rate class to develop rates that reflect the cost of service, comply with the substantive requirements of Proposition 218, and are equitable to all customers.

6. Develop Preliminary & Final Rate Recommendations

Based on the water and sewer financial plans and rate analyses, develop draft rate recommendations. The recommendations can include a multi-year phase in of both overall rate increases and proposed rate structure modifications. Review preliminary recommendations and key alternatives with the District to gain additional input. Based on input received, develop final draft water and sewer rate recommendations.

Final rate recommendations will be designed to a) fund each utility's long-term costs of providing service, b) be fair and equitable to all customers, c) provide a prudent balance of revenue stability and conservation incentive, and d) comply with the substantive requirements of Proposition 218. Based on input from staff, develop a plan for implementing any rate structure modifications and/or rate adjustments.

7. Evaluate Rate Impacts on District Customers

Calculate the rate impacts of each rate alternative on a range of utility customers (e.g. different customer classes, customers with different levels of water or sewer use, etc.) Work with the project team to identify customer and usage profiles to use for calculating the rate impacts. Discuss additional rate structure adjustments that may reduce the impact on certain customers if warranted and/or requested by the project team.

8. Meet with District to Discuss Findings, Recommendations & Alternatives

Meet with District to present findings and preliminary recommendations, discuss alternatives, and gain ongoing input for development and refinement of recommendations.

Task C Deliverables

- Utility rate surveys
- Independent evaluation of existing water and sewer rate structures
- Analysis of utility billing data
- Identification of rate alternatives and their impacts
- Development of a cost-of-service based approach for deriving updated rates
- Preliminary and final rate recommendations
- Meet with District to discuss findings/recommendations/alternatives & gain input

TASK D. WATER & SEWER CAPACITY FEE UPDATE

1. Evaluate Alternative Connection Fee Methodologies

If applicable, identify and evaluate alternative methods for calculating updated capacity fees. Discuss advantages and disadvantages with the District's project team and determine a recommended approach. Potential fee methodologies may include, but are not limited to:

- System Buy-In
- Marginal Cost of Expansion
- Buy-In + Expansion
- Total Cost / Total Capacity (including existing system and planned improvements)
- Potential inclusion of a separate Water Supply Fee.

2. Conduct Regional Capacity Fee Survey

Review and summarize water and sewer rates of other regional and/or comparable agencies. Summarize results in easily understandable tables and/or charts.

3. Calculate Value of Existing Water and Sewer System Assets

Calculate the current value of existing water and sewer system assets based on the original and/or depreciated value of each asset adjusted into current dollars using the Engineering News-Record Construction Cost Index, a widely-used measure of construction cost inflation.

4. Allocate Capital Program Costs to Current & Future Users

Allocate capital improvement costs to existing and future users based on input from the District. Some projects may entirely benefit one group while others will provide a portion of benefit to both correct existing system deficiencies and provide new capacity for growth.

5. Incorporate Water Conservation Program & Buildout Reduction Program Costs

By reducing existing water demand, the District's conservation and buildout reduction programs can reduce future demand and free up water supply that can be used to improve reliability and/or serve growth. BWA can work with the District to evaluate alternatives for including cost recovery and incorporating cost estimates into the updated capacity fee calculations.

6. Identify Capacity of Existing and Future Water and Sewer Systems

Work with District to determine the capacity of the existing water and sewer systems and identify both a) additional capacity provided by planned capital improvements, and/or b) total system capacity with completion of planned capital improvements.

7. Identify Water and Sewer Capacity Needs for Serving a Single Family Home

Review current water and sewer demand estimates for a single family home or Equivalent Dwelling Unit. Discuss alternatives with project team and obtain District input.

8. Develop Preliminary & Final Connection Fee Recommendations

Based on appropriate and technically sound methodology, develop preliminary recommendations for updated water and sewer connection fees. Obtain District input and refine fee calculations as needed.

9. Recommend a Method for Future Fee Updates

Recommend a method to annually or periodically adjust connection fees to keep fees aligned with construction cost inflation. In general, the District's capacity fees should also be periodically reviewed to

account for significant changes in the capital improvement program, project cost estimates, and/or major changes in system capacity.

9. Meet with District to Discuss Findings, Recommendations & Alternatives

Meet with District to present findings and preliminary recommendations, discuss alternatives, and gain ongoing input for development and refinement of recommendations.

Task D Deliverables
<ul style="list-style-type: none"> ▪ Evaluation of capacity fee methodologies ▪ Capacity fee surveys ▪ Valuation of existing infrastructure and assets for fee recovery ▪ Allocation of capital improvement costs to existing and future users ▪ Preliminary and final rate recommendations ▪ Recommend method for future fee updates ▪ Meet with District to discuss findings/recommendations/alternatives & gain input

TASK E. PRESENTATIONS, REPORTS, RATE & FEE IMPLEMENTATION

1. Budget Committee Workshops (2 Committee Workshops)

Develop a PowerPoint presentation and present findings, recommendations, and alternatives to the District's Budget Committee for input and discussion. Revise recommendations as needed.

2. Board Meetings/Study Sessions (2 Board Presentations)

Present findings and recommendations (and/or alternatives) to the full Board of Directors for input and discussion. Board input will be incorporated into final recommendations.

3. Proposition 218 Rate Hearing (1 Public Hearing)

Attend the Proposition 218 Rate Hearing, provide a summary presentation explaining key findings and recommendations, and remain available to respond to questions.

4. Prepare Draft & Final Reports

Submit draft reports for the water and sewer rate and capacity fee studies for District review and feedback. The report will summarize key findings and recommendations, discuss key alternatives when applicable, and provide a sound basis for the proposed rates and capacity fees. Receive input on draft report from the District and incorporate into a final report.

5. Compliance With Proposition 218

BWA will assist the District with drafting the required Proposition 218 rate notice. BWA recommends the notice go beyond the minimum legal requirements and provide clear and concise explanation of the reasons for any rate increases or adjustments. We have found that ratepayers are generally much more accepting of rate increases or rate structure modification when they understand the reasons underlying the changes.

6. Public Education and Consensus-Building

Rate and fee adjustments are often controversial. BWA has extensive experience developing clear presentations that facilitate public understanding of the need for rate increases. We understand the importance of building consensus and public acceptance for our recommendations and can assist the District in developing public education materials.

Task E Deliverables

- Participation in up to 5 meetings with the Board/Budget Committee including 2 Budget Committee workshops, 2 Board Meetings, and the Proposition 218 Rate Hearing
- PowerPoint presentation summarizing key findings & recommendations
- Draft and final reports for the rate studies and capacity fee updates
- Draft and final Proposition 218 rate notice
- Assistance with public outreach efforts

SECTION 3: AVAILABILITY & FEES

1. Bartle Wells Associates is prepared to begin work upon the District's authorization to proceed.
2. During the project development period, BWA will be available at all reasonable times and on reasonable notice for meetings and for consultation with District staff, attorneys, consulting engineers, and others as necessary.
3. Bartle Wells Associates will perform all work related to the assignment. Alex Handlers, a firm principal and vice president will be assigned as project leader on this assignment. He will serve as the lead contact person for BWA and will be involved with the project a day-to-day basis. Alex may be assisted by other BWA financial consultants as needed.
4. The fees for services outlined in this proposal will not exceed \$55,500 including direct expenses.
The fee is based on the following assumptions:
 - a. BWA will work to meet all District scheduling requirements and deadlines.
 - b. All necessary information will be provided by the District and/or its other consultants in a timely manner.
 - c. Development of a draft, final draft, and final versions of tables. Time and expenses involved in revising tables and assumptions may constitute additional services if not achievable within the budget.
 - d. The fee is based on a total of up to 7 trips to the District for meetings and presentations including 2 progress meetings, 2 Budget Committee Workshops, 2 Board Meetings/ Workshops, and the Proposition 218 Rate Hearing.
5. Progress payments and direct expenses are payable monthly on a time and materials basis as the work proceeds as provided in our Billing Rate Schedule 2017, which will remain in effect through the duration of this assignment.
6. Bartle Wells Associates will maintain in force, during the full term of the assignment, insurance as provided in the Certificate of Insurance attached.
7. If the project is terminated for any reason, we are to be reimbursed for professional services and direct expenses incurred up to the time we receive notification of such termination.
8. In addition to the services provided under this proposal, the District may authorize Bartle Wells Associates to perform additional services for which the District will compensate us based on consultants' hourly rates at the time the work is performed, plus direct expenses. Any such authorization will be made in advance by writing by the District's General Manager or other authorized District official.
9. Bartle Wells Associates is an independent public finance advisory firm that is registered as a Municipal Advisor with the Securities and Exchange Commission (SEC Registration No. 867-00740) and the Municipal Securities Rulemaking Board (MSRB ID K0414).
10. This proposal may be withdrawn or amended if not accepted within 90 days of its date.
11. We will not require a formal contract of employment and will consider a letter or e-mail from an appropriate District official as sufficient authority to proceed.

ESTIMATED PROJECT BUDGET

PROJECT TASK	COST ESTIMATE		
	WATER	SEWER	TOTAL
TASK A. PROJECT INITIATION & DATA COLLECTION	\$1,500	\$1,500	\$3,000
TASK B. 10-YEAR WATER & SEWER FINANCIAL PLANS	\$6,000	\$6,000	\$12,000
TASK C. WATER & SEWER RATE ANALYSIS	\$6,000	\$6,000	\$12,000
TASK D. WATER & SEWER CAPACITY FEE UPDATE	\$6,000	\$6,000	\$12,000
TASK D. PRESENTATIONS, REPORTS, & RATE IMPLEMENTATION	\$7,500	\$7,500	\$15,000
SUBTOTAL	\$27,000	\$27,000	\$54,000
ESTIMATED EXPENSES			
Travel/copies/binding/phone/fax/mail/miscellaneous	\$750	\$750	\$1,500
TOTAL	\$27,750	\$27,750	\$55,500

BARTLE WELLS ASSOCIATES BILLING RATE SCHEDULE 2017

Rates Effective 1/1/2017

Professional Services

Financial Analyst I.....	\$105 per hour
Financial Analyst II	\$125 per hour
Financial Analyst III.....	\$145 per hour
Senior Financial Analyst.....	\$175 per hour
Senior Consultant	\$205 per hour
Principal Consultant.....	\$245 per hour

The professional time rates include all overhead and indirect costs. Bartle Wells Associates does not charge for administrative support services and internal computer time. Expert witness, legal testimony, or other special limited assignment will be billed at one and one-half times the consultant's hourly rate.

The above rates will be in effect through December 31, 2017 at which time they will be subject to change.

Direct Expenses

Subconsultants will be billed at cost plus ten percent. Word processing and computer-assisted services related to official statement production are charged as direct expenses at \$60 per hour. Other reimbursable direct expenses incurred on behalf of the agency will be billed at cost plus ten percent. These reimbursable costs include, but are not limited to:

- Travel, meals, lodging
- Long distance telephone and fax
- Printing and report binding
- Special statistical analysis
- Outside computer services
- Bond ratings
- Automobile mileage
- Messenger services and mailing costs
- Photocopying
- Graphic design and photography
- Special legal services
- Legal advertisements

Insurance

Bartle Wells Associates maintains insurance in the amounts and coverage as provided in the attached schedule of insurance. Additional or special insurance, licensing, or permit requirements beyond what is shown on the schedule of insurance are billed in addition to the contract amount.

Payment

Fees will be billed monthly for the preceding month, and will be payable within 30 days of the date of the invoice. A late charge of 1.0 percent per month may be applied to balances unpaid after 60 days.

SCHEDULE OF INSURANCE

Insured: BARTLE WELLS ASSOCIATES

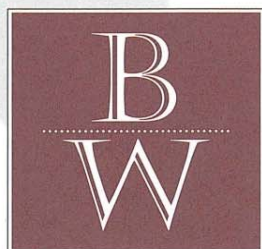
Bartle Wells Associates will maintain in force, during the full term of the assignment, insurance in the amounts and coverage as provided in this schedule. If additional insurance is required, and the insurer increases the premium as a result, then the amount of the increase will be added to the contract price.

TYPE OF INSURANCE	COMPANY POLICY NUMBER	COVERAGES AND LIMITS	EXP. DATE
Commercial General Liability	Hartford Insurance Company Policy #35-SBA PA6857	<ul style="list-style-type: none"> ■ \$2,000,000 General Aggregate ■ \$2,000,000 Products Comp/Op Aggregate ■ \$2,000,000 Personal & Advertising Injury ■ \$1,000,000 Each Occurrence 	6/1/18
Excess/Umbrella Liability	Hartford Insurance Company Policy #35-SBA PA6857	<ul style="list-style-type: none"> ■ \$1,000,000 Aggregate ■ \$1,000,000 Each Occurrence 	6/1/18
Automobile Liability	Hartford Insurance Company Policy #35-UEC VU2842	<ul style="list-style-type: none"> ■ \$1,000,000 Combined Single Limit 	6/1/18
Workers Compensation & Employers' Liability	Hartford Underwriters Insurance Company Policy #35-WEC FG7858	<p>Workers' Compensation: Statutory Limits for the State of California. Employers' Liability:</p> <ul style="list-style-type: none"> ■ Bodily Injury by Accident - \$1,000,000 each accident ■ Bodily Injury by Disease - \$1,000,000 each employee ■ Bodily Injury by Disease - \$1,000,000 policy limit 	6/1/18
Professional Liability	Chubb & Son, Inc. BINDO94045	<p>Solely in the performance of services as municipal financing consultants for others for a fee.</p> <p>Limit: \$2,000,000 Per Occurrence & Aggregate (including defense costs, charges, and expenses)</p>	6/1/18



Cambria Community Services District

Proposal for a Water & Sewer Rate & Capacity Fee Study & Impact Fee Update



BARTLE WELLS ASSOCIATES
INDEPENDENT PUBLIC FINANCE ADVISORS



BARTLE WELLS ASSOCIATES
INDEPENDENT PUBLIC FINANCE ADVISORS

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Berkeley, CA 94703
T: 510-653-3399
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September 20, 2017

Cambria Community Services District
1316 Tamsen Street, Suite 201
Cambria, CA 93428

Attn: Jerry Gruber, General Manager
Patrick O'Reilly, Finance Manager

Re: Proposal for Water & Sewer Rate & Capacity Fee Studies

Bartle Wells Associates is pleased to submit this proposal to assist the Cambria Community Services District with development of water and sewer rate and capacity fee studies. Bartle Wells Associates specializes in providing independent financial advisory and utility rate consulting services to California water and wastewater agencies. We have extensive experience developing long-term financial plans and utility rate studies for a wide range of public agencies. And we have a strong track record of building consensus for final recommendations.

Key elements of our proposal include:

- **Develop Long-Term Financial Plans:** Develop 10-year financial plans for the District's water and sewer enterprises. The plans will serve as financial roadmaps for funding each utility's operating and capital improvement programs while maintaining long-term financial stability. We often recommend agencies phase in both overall rate increases over time, to the extent possible, to minimize the annual impact on ratepayers.
- **Evaluate Water & Sewer Rate Alternatives:** Evaluate the District's water and sewer rate structures and identify alternatives or modifications to better achieve District objectives while meeting the legal requirements of Proposition 218. BWA has extensive experience helping agencies evaluate and implement a wide range of utility rate structures and/or rate modifications. Final rate recommendations will be designed to a) fund each utility's costs of providing service, b) be fair and equitable to all customers, c) provide a prudent balance of revenue stability and conservation incentive, and d) comply with the substantive requirements of Proposition 218.
- **Update Capacity Fees Levied on New Development:** Identify the full range of funding needs and costs recoverable by the District's water and sewer capacity fees. Evaluate alternative fee methodologies and develop updated fees designed to recover the full costs of infrastructure and assets benefitting new development.

- **Incorporate District Input & Build Consensus for Recommendations:** Throughout the project, we will work closely with the District to identify and evaluate key alternatives and their impacts, gain ongoing input, and build consensus for final recommendations. BWA will also assist the District with implementation of proposed rates and capacity fees including drafting of the required Proposition 218 Notice and participation in the Proposition 218 Rate Hearing to help gain public acceptance.
- **Develop New or Updated Fees for a) Parks, Recreation and Open Space, b) Fire Prevention and Open Space Acquisition, c) Build Out Reduction Program:** Identify the purpose and objectives for each fee. Work with staff to identify existing assets and future costs to be funded by each fee. Evaluate fee approaches and develop new fees designed to recover costs allocable to new development.

I have enjoyed working with the District on our prior assignments and appreciate the opportunity to assist the District with development of updated water and sewer rates, capacity fees, and other development impact fees. Please contact me if you have any questions or need any additional information.

Sincerely,

BARTLE WELLS ASSOCIATES



Alex Handlers, CIPMA
Principal/Vice-President

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Section 1: Firm Overview & Project Staffing



BARTLE WELLS ASSOCIATES

Leaders in California Water & Wastewater Finance

Bartle Wells Associates (BWA) is an independent financial advisory firm with expertise in the areas of water and wastewater rates and finance. Our firm was established in 1964 and is owned and managed by its principal consultants. We have over 50 years of experience advising cities, special districts, and other agencies on the complexities and challenges in public finance. We have advised over 500 public agency clients throughout California and the western United States. We have a diversity of abilities and experience to evaluate all types of financial issues faced by local governments and to recommend the best and most-practical solutions.

Bartle Wells Associates has a stable, well-qualified professional team. Our education and backgrounds include finance, civil engineering, business, public administration, public policy, and economics. The firm is owned and managed by its principal consultants who have been with the firm for many years.

BWA specializes in three professional services: utility rate and fee studies, financial plans, and project financing. We are the only independent financial advisor providing *all three* of these interrelated services to public agencies.

BWA Key Services

- *Financial Plans*
- *Rate & Fee Studies*
- *Project Financing*

RATE AND FEE STUDIES Our *rate studies* employ a cost-of-service approach and are designed to maintain the long-term financial health of a utility enterprise while being fair to all customers. We develop practical recommendations that are easy to implement and often phase in rate adjustments over time to minimize the impact on ratepayers. We also have extensive experience developing impact fees that equitably recover the costs of infrastructure required to serve new development. BWA has completed hundreds of water and wastewater rate and fee studies. We have helped communities implement a wide range of water and sewer rate structures and are knowledgeable about the legal requirements governing rates and impact fees including Proposition 218 and Government Code 66000. We develop clear, effective presentations and have represented public agencies at hundreds of public hearings to build consensus for our recommendations.



Our offices are located in Berkeley, in a circa 1900 Victorian Building.

FINANCIAL PLANS Our *financial plans* provide agencies with a flexible roadmap for funding long-term operating and capital needs. We evaluate the wide range of financing options available, develop a plan that recommends the best financing approach, and clearly identify the sources of revenue for funding projects and repaying any debt. We also help agencies develop prudent financial policies, such as fund reserve targets, to support sound financial management. BWA has developed over 2,000 water and wastewater enterprise financial plans to help public agencies fund their operating and capital programs, meet debt service requirements, and maintain long-term financial health.



PROJECT FINANCING Our *project financing* experience includes over 300 bond sales and numerous bank loans, lines of credit, and various state and federal grant and loan programs. We generally recommend issuing debt via a competitive sale process to achieve the lowest cost financing possible. To date, we have helped California agencies obtain over \$5 billion of financing via bonds, bank loans/private placements, lines of credit, low-rate State Revolving Fund Loans, and other funding programs. We work only for public agencies; we are independent financial advisors and do not buy, trade, or resell bonds. Our work is concentrated on providing independent advice that enables our clients to finance their projects on the most favorable terms—lowest interest rates, smallest issue size, and greatest flexibility.

Bartle Wells Associates is a charter member of the **National Association of Municipal Advisors** (NAMA), which establishes strict criteria for independent advisory firms. All of our lead consultants are *Certified Independent Professional Municipal Advisors*.



Bartle Wells Associates is committed to providing value and the best advice to our clients. Our strength is *quality*—the quality of advice, service, and work we do for all our clients.

PROJECT STAFFING

BWA proposes to assign Alex Handers, a principal and vice-president of the firm, as project manager and principal-in-charge for this engagement. Alex has consulted for over 100 California water and wastewater agencies and has extensive experience developing financial plans and utility rate and fee studies for numerous California agencies. He also is experienced evaluating financing alternatives for capital improvement programs and has helped California agencies obtain over \$2 billion of low-cost project funding. He is a Certified Independent Professional Municipal Advisor and Board Member of the National Association of Municipal Advisors. Alex also has experience presenting technical information to non-technical audiences in order to foster understanding of key issues and recommendations. He has made hundreds of public presentations to City Councils, District Boards, and a range of community and customer groups to build support for final recommendations.



ALEX T. HANDLERS, MPA, CIPMA



Experience

Alex T. Handlers is a principal and vice president of Bartle Wells Associates with expertise in the areas of water and wastewater rates and finance. He develops long-term financial plans, utility rates, and capacity charges for water and wastewater enterprises. He has managed projects for a wide range of California cities, counties, and special districts and completed over 150 consulting assignments.

Mr. Handlers has helped agencies implement a wide variety of water and sewer rate and fee structures and is knowledgeable about the legal requirements of Prop. 218, AB1600, and Prop. 26. He also specializes in evaluating financing alternatives for capital improvement programs and securing project financing. He is a Certified Independent Professional Municipal Advisor who has helped California agencies obtain over \$2 billion in financing via bonds, COPs, bank loans, lines of credit, and various state and federal grant and loan programs.

Education

M.P.A. - University of Washington

B.A. - Lehigh University

Certifications

Board Member – National Association of Municipal Advisors

CIPMA – Certified Independent Professional Municipal Advisor

MSRB-Registered Municipal Advisor

Representative Projects

- **City of Redwood City:** Developed water and sewer financial plans and utility rate studies designed to support long-term operating and capital needs while providing a defensible cost-justification for the City's utility rates. Recommended a number of modifications to the City's water and sewer rate structures. Recommended adoption of a new Water Supply Capacity Fee to recover recycled water facility costs.
- **Cambria Community Services District:** Developed water and sewer rates and capacity charges as well as supplemental water rates to support an emergency desalinated water facility, and updated the District's miscellaneous fees and charges.
- **City of San Carlos:** Developed sewer enterprise financial plan and rate study designed to support legally-required sewer collection system capacity improvements, long-term pipeline replacements, and over \$120 million for the City's share of costs for rebuilding the regional wastewater treatment plant. Evaluated residential rate alternatives and recommended modifications to the City's sewer rate structure designed to improve rate equity and align rates with the cost of service.
- **City of Morro Bay:** Developed 10-year water and wastewater financial plans and rate studies. Evaluated water and sewer rate structures and recommended modifications based on a cost of service analysis. Developed emergency water shortage rates. Updated the City's water and wastewater connection fees.
- **Mid-Peninsula Water District:** Developed 10-year financial plan and water rate study with a gradual phase in of rate increases and modifications to rate structure to improve equity and conservation incentive. Developed water system capacity charges levied on new development and a new water demand offset fee to recover costs for generating water supply to serve growth.

Alex T. Handlers, continued

- **South San Luis Obispo County Sanitation District:** Developed 10-year financial plan and wastewater treatment rate recommendations. Recommended a multi-year phase-in of rate increases to support financial stability and construction of \$20 million project to address permit requirements. Assisted District with the financial application for a State Revolving Fund Loan.
- **Silicon Valley Clean Water:** Developed 10-year financial plan supporting over \$500 million of capital improvements to a regional JPA that provides sewer treatment to Belmont, Redwood City, San Carlos, and the West Bay Sanitary District. Served as financial advisor on issuance of \$200 million of financing via bonds, State Revolving Fund (SRF) loans, and a line of credit.
- **Joshua Basin Water District:** Long-term financial plan and water rate study recommending a gradual increase in water rates coupled with rate structure modifications to provide additional conservation incentive. Updated District's connection fees. Worked closely with a community advisory committee to evaluate rate options and develop final recommendations.
- **City of Mountain View:** Developed 10-year water and wastewater financial plans and rate studies. Evaluated water and sewer rate structures and recommended modifications to improve rate equity and compliance with Prop. 218. Updated the City's water and wastewater connection fees.
- **City of San Mateo:** Developed a sewer enterprise financial plan and rate recommendations supporting funding for a roughly \$900 million wastewater capital improvement program needed to improve wet weather capacity and rebuild the City's aging wastewater treatment plant.
- **Ramona Municipal Water District:** Developed 10-year financial plans, wastewater rates and capacity charges for the District's two separate sewer service areas.
- **City of Sunnyvale:** Developed sewer enterprise financial projections and rate recommendations. Updated the City's water and sewer capacity charges levied on new development.
- **Ironhouse Sanitary District:** Developed financial plan supporting financing of a new wastewater treatment plant. Assisted District in obtaining a \$50 million SRF loan. Updated the District's capacity fees and charges.
- **City of San Bruno:** Developed 10-year water and wastewater financial plans and rate studies. Evaluated water and sewer rate structures and recommended modifications to improve rate equity and increase conservation incentive. Incorporated input from the City Council's Utilities Committee.
- **City of East Palo Alto:** Developed water rates, a water system capital improvement charge, and a meter replacement program surcharge.
- **San Francisco Public Utilities Commission:** Developed financial projections supporting over \$1 billion of bonds issued to help fund a 10-year, \$4.3 billion upgrade to the Hetch-Hetchy regional water system.
- **East Palo Alto Sanitary District:** Developed a wastewater financial plan and rate study that restored District's financial health. Updated District capacity fees.
- **City of Milpitas:** Financial master plans, utility rate studies, and connection fee updates for the City's water, recycled water, wastewater, and storm water utilities. Worked closely with a citizen advisory group to evaluate rate and financing options and develop final recommendations.
- **Alameda County Water District:** Comprehensive development fee study; recommended a series of modifications to existing charges to improve revenue recovery, equity and fee administration.
- **City of Fresno:** Developed wastewater enterprise financial plan and Excel-based financial model that is used by City staff to update projections. Developed new water connection fees designed to recover costs of existing facilities and future supplemental water supply projects benefiting new development.

Section 2: Proposed Scope of Services

This section presents a draft scope of services that we believe forms a sound basis for completing this assignment. Bartle Wells Associates will work with the Cambria Community Services District to *finalize a scope of services that meets the District's objectives and schedule.*

TASK A. PROJECT INITIATION & DATA COLLECTION

1. Project Team Orientation

To initiate our work, hold a conference call with the District to accomplish the following:

- Identify members of District staff, Board Members, engineering consultants, and other consultants/advisors who will participate in the project.
- Determine the roles and responsibilities of all project participants.
- Identify other parties that may have a significant interest in the project, such as community groups, business organizations, and large customers.
- Establish project schedule and key milestone dates.
- Confirm the key goals and expectations of the District's project team.

2. Investigation and Data Collection

Assemble the information necessary to understand the District's utility systems, finances, customers and usage, rate and fee structures. Assistance and cooperation of District staff will be needed to assemble the relevant background information. The objectives of investigation and data collection are to develop a complete understanding of the water and sewer enterprises and finances, and to reach an agreement on basic assumptions to be used in the study. A list of preliminary information needs is attached to this proposal.

Task A Deliverables

- Project kickoff conference call
- List of information needs and key questions
- Identification of project goals and objectives
- Project team contact list
- Draft project schedule

TASK B. 10-YEAR FINANCIAL PLANS

1. Develop Forecasts and Projections

Based on evaluation of the data assembled and input provided by staff and other members of the project team, prepare forecasts and projections to be used in the development of financial projections for the District's water and sewer utilities. Develop projections for the following areas (and others as appropriate):

Cost Escalation Factors: Work with project team to develop reasonable cost escalation factors for both operating and capital expenditures. Work with staff to estimate potential new operating costs, such as new O&M costs related to planned capital improvements, or costs for complying with future permit requirements.

Long-Term Capital Repairs & Replacements: Based on input from District staff, determine a reasonable amount to include for required near-term capital improvement needs as well as future ongoing repairs

and replacements to aging infrastructure. BWA often recommends that agencies phase in funding for long-term system rehabilitation over a few years, as rates are gradually increased.

Water & Sewer Demand: With District input, develop forecasts of the overall level of water and sewer sales accounting for anticipated growth, future conservation efforts, and price elasticity (the decline in water sales in response to an increase in water rates).

Other Financial Projections: With District input, develop reasonable and slightly conservative assumptions for future growth, investment earnings, and other relevant financial variables.

Review projections with District staff for agreements on assumptions, interpretation of data, and completeness of approach.

2. Evaluate Financing Alternatives for Capital Improvements

Evaluate options for financing proposed capital improvement projects. Our evaluation will:

- Estimate the amount and timing of any debt, if needed, to finance capital projects.
- Evaluate the alternative borrowing methods available including bonds, COPs, state and federal loan programs, bank loans and lines of credit, and other options.
- Recommend the appropriate type of debt, its term and structure.
- Evaluate possible combinations of financing methods, such as partial pay-as-you-go cash funding supplemented by debt when needed.

3. Allocated Capital Improvement Costs to Existing vs. Future Customers

Work with District staff, and potentially the consulting engineers who developed the most recent water and sewer master plans, to allocate capital project costs to existing ratepayers vs. future customers, who should generally pay for capacity improvements benefitting new development.

4. Establish Prudent Minimum Fund Reserve Targets

Evaluate the adequacy of the District's current water and sewer enterprise fund reserves. Establish prudent minimum fund reserve targets based on the District's operating and capital funding projections. Develop an implementation plan for achieving and maintaining the recommended reserve fund levels.

5. Develop 10-Year Cash Flow Projections

Develop cash flow projections showing the financial position of the District's water and sewer enterprises over the next 10 years. The cash flows will project fund balances, revenues, expenses, and debt service coverage, and will incorporate the forecasts developed with staff input, including funding needs for future repairs and replacements. After developing a base-case cash flow scenario, we can develop alternatives for additional evaluation such as capital project alternatives, project financing alternatives, the impacts of different levels of conservation and water sales, etc. During this phase, BWA will work closely with the project team to develop and hone financial and rate projections. BWA typically recommends that rate increases be phased in over time to minimize the annual impact on ratepayers.

6. Evaluate Rate Increase Options

Based on the cash flow projections, determine the annual revenue requirements for the District's water and sewer enterprises and project required utility rate increases. Evaluate the financial impact of various rate adjustment alternatives, such as phasing in required rate increases over a number of years. If appropriate, develop a reduced rate alternative for each utility and evaluate impacts on the District's ability to fund capital projects.

7. Meet with District to Discuss Findings, Recommendations & Alternatives

Meet with District to present findings and preliminary recommendations, discuss alternatives, and gain ongoing input for development and refinement of recommendations.

Task B Deliverables

- Summary of 10-year capital improvement funding needs for the District's water and sewer utilities along with identification of capital project alternatives for evaluation
- Evaluation of financing alternatives for capital improvements and recommended financing approach or approaches
- Recommendations for minimum fund reserve targets
- 10-year financial projections and financial plan for the water and sewer utilities
- Identification of alternative rate increase scenarios for District evaluation
- Meet with District to present findings, discuss alternatives, and gain input

TASK C. WATER & SEWER RATE ANALYSIS

1. Review Existing Water & Sewer Rates

Review the District's existing water and sewer rate structures and discuss advantages and disadvantages compared to other rate approaches for each utility. Evaluate existing rates for general compliance with the substantive requirements of Proposition 218. Summarize and discuss finding with the District's project team.

2. Conduct Regional Rate Survey

Review and summarize water and sewer rates of other regional and/or comparable agencies. Summarize results in easily understandable tables and/or charts.

3. Analyze Utility Billing Data

Analyze current and historical water utility billing data to determine reasonable and conservative estimates of water demand to use in developing rate options. Water use can fluctuate from year to year depending on various factors such as weather, economy, and local conservation efforts. Ideally, we would prefer to analyze 3 years of utility billing data in order to determine slightly conservative demand projections.

Residential sewer flows can be estimated based on historical metered water consumption during the wettest winter months (typically December through March), when customers typically use minimal to no water for landscape irrigation.

Based on the analysis, BWA will develop a) estimates of water consumption patterns that will be used to develop updated tiered water rates, and b) estimates of wastewater flow and strength loadings that will be used to develop sewer rates for each customer class.

4. Identify & Evaluate Rate Structure Modifications & Alternatives

Identify alternative rate structures or modifications to the District’s existing water and sewer rates designed to improve equity, conservation, and other District objectives. For each utility, discuss pros and cons of different rate structure options and their general impacts on different types of customers. Rate structure options will be refined as the study progresses based on input from the District’s project team. If appropriate, work with District staff to identify key criteria for evaluating and comparing the rate alternatives and their ability to achieve a balance of District objectives

5. Develop Updated Rates Based on a Cost-of-Service Methodology

Develop updated water and sewer rates based on a methodology that aligns rates with the costs of providing service. Allocate the costs of providing water and sewer service to appropriate billing components (e.g. fixed rates, variable rates, rate tiers, wastewater strength loadings, etc.) and develop unit costs for all billing components. Apply unit costs to the water and sewer usage characteristics of each rate class to develop rates that reflect the cost of service, comply with the substantive requirements of Proposition 218, and are equitable to all customers.

6. Develop Preliminary & Final Rate Recommendations

Based on the water and sewer financial plans and rate analyses, develop draft rate recommendations. The recommendations can include a multi-year phase in of both overall rate increases and proposed rate structure modifications. Review preliminary recommendations and key alternatives with the District to gain additional input. Based on input received, develop final draft water and sewer rate recommendations.

Final rate recommendations will be designed to a) fund each utility’s long-term costs of providing service, b) be fair and equitable to all customers, c) provide a prudent balance of revenue stability and conservation incentive, and d) comply with the substantive requirements of Proposition 218. Based on input from staff, develop a plan for implementing any rate structure modifications and/or rate adjustments.

7. Evaluate Rate Impacts on District Customers

Calculate the rate impacts of each rate alternative on a range of utility customers (e.g. different customer classes, customers with different levels of water or sewer use, etc.) Work with the project team to identify customer and usage profiles to use for calculating the rate impacts. Discuss additional rate structure adjustments that may reduce the impact on certain customers if warranted and/or requested by the project team.

8. Meet with District to Discuss Findings, Recommendations & Alternatives

Meet with District to present findings and preliminary recommendations, discuss alternatives, and gain ongoing input for development and refinement of recommendations.

Task C Deliverables

- Utility rate surveys
- Independent evaluation of existing water and sewer rate structures
- Analysis of utility billing data
- Identification of rate alternatives and their impacts
- Development of a cost-of-service based approach for deriving updated rates
- Preliminary and final rate recommendations
- Meet with District to discuss findings/recommendations/alternatives & gain input

TASK D. WATER & SEWER CAPACITY FEE UPDATE

1. Evaluate Alternative Connection Fee Methodologies

If applicable, identify and evaluate alternative methods for calculating updated capacity fees. Discuss advantages and disadvantages with the District's project team and determine a recommended approach. Potential fee methodologies may include, but are not limited to:

- System Buy-In
- Marginal Cost of Expansion
- Buy-In + Expansion
- Total Cost / Total Capacity (including existing system and planned improvements)
- Potential inclusion of a separate Water Supply Fee.

2. Conduct Regional Capacity Fee Survey

Review and summarize water and sewer rates of other regional and/or comparable agencies. Summarize results in easily understandable tables and/or charts.

3. Calculate Value of Existing Water and Sewer System Assets

Calculate the current value of existing water and sewer system assets based on the original and/or depreciated value of each asset adjusted into current dollars using the Engineering News-Record Construction Cost Index, a widely-used measure of construction cost inflation.

4. Allocate Capital Program Costs to Current & Future Users

Allocate capital improvement costs to existing and future users based on input from the District. Some projects may entirely benefit one group while others will provide a portion of benefit to both correct existing system deficiencies and provide new capacity for growth.

5. Incorporate Water Conservation Program & Buildout Reduction Program Costs, as Appropriate

By reducing existing water demand, the District's conservation and buildout reduction programs can reduce future demand and free up water supply that can be used to improve reliability and/or serve growth. BWA can work with the District to evaluate alternatives for including cost recovery and incorporating cost estimates into the updated capacity fee calculations, as appropriate.

6. Identify Capacity of Existing and Future Water and Sewer Systems

Work with District to determine the capacity of the existing water and sewer systems and identify both a) additional capacity provided by planned capital improvements, and/or b) total system capacity with completion of planned capital improvements.

7. Identify Water and Sewer Capacity Needs for Serving a Single Family Home

Review current water and sewer demand estimates for a single family home or Equivalent Dwelling Unit. Discuss alternatives with project team and obtain District input.

8. Develop Preliminary & Final Connection Fee Recommendations

Based on appropriate and technically sound methodology, develop preliminary recommendations for updated water and sewer connection fees. Obtain District input and refine fee calculations as needed.

9. Recommend a Method for Future Fee Updates

Recommend a method to annually or periodically adjust connection fees to keep fees aligned with construction cost inflation. In general, the District's capacity fees should also be periodically reviewed to

account for significant changes in the capital improvement program, project cost estimates, and/or major changes in system capacity.

9. Meet with District to Discuss Findings, Recommendations & Alternatives

Meet with District to present findings and preliminary recommendations, discuss alternatives, and gain ongoing input for development and refinement of recommendations.

Task D Deliverables
<ul style="list-style-type: none"> ▪ Evaluation of capacity fee methodologies ▪ Capacity fee surveys ▪ Valuation of existing infrastructure and assets for fee recovery ▪ Allocation of capital improvement costs to existing and future users ▪ Preliminary and final fee recommendations ▪ Recommend method for future fee updates ▪ Meet with District to discuss findings/recommendations/alternatives & gain input

TASK E. PRESENTATIONS, REPORTS, RATE & FEE IMPLEMENTATION

1. Budget Committee Workshops (2 Committee Workshops)

Develop a PowerPoint presentation and present findings, recommendations, and alternatives to the District's Budget Committee for input and discussion. Revise recommendations as needed.

2. Board Meetings/Study Sessions (2 Board Presentations)

Present findings and recommendations (and/or alternatives) to the full Board of Directors for input and discussion. Board input will be incorporated into final recommendations.

3. Proposition 218 Rate Hearing (1 Public Hearing)

Attend the Proposition 218 Rate Hearing, provide a summary presentation explaining key findings and recommendations, and remain available to respond to questions.

4. Prepare Draft & Final Reports

Submit draft reports for the water and sewer rate and capacity fee studies for District review and feedback. The report will summarize key findings and recommendations, discuss key alternatives when applicable, and provide a sound basis for the proposed rates and capacity fees. Receive input on draft report from the District and incorporate into a final report.

5. Compliance With Proposition 218

BWA will assist the District with drafting the required Proposition 218 rate notice. BWA recommends the notice go beyond the minimum legal requirements and provide clear and concise explanation of the reasons for any rate increases or adjustments. We have found that ratepayers are generally much more accepting of rate increases or rate structure modification when they understand the reasons underlying the changes.

6. Public Education and Consensus-Building

Rate and fee adjustments are often controversial. BWA has extensive experience developing clear presentations that facilitate public understanding of the need for rate increases. We understand the importance of building consensus and public acceptance for our recommendations and can assist the District in developing public education materials.

Task E Deliverables

- Participation in up to 5 meetings with the Board/Budget Committee including 2 Budget Committee workshops, 2 Board Meetings, and the Proposition 218 Rate Hearing
- PowerPoint presentation summarizing key findings & recommendations
- Draft and final reports for the rate studies and capacity fee updates
- Draft and final Proposition 218 rate notice
- Assistance with public outreach efforts

TASK F. DEVELOPMENT IMPACT FEE UPDATES

1. Review Current & Proposed Fees

Review current development impact fees for a) Parks, Recreation and Open Space and b) Fire Prevention and Open Space Acquisition, and receive District input on c) a fee to help generate funding for the Buildout Reduction Program. Obtain input from District staff regarding the purpose and objectives for each fee.

2. Identify Funding Needs Attributable to New Development

Work with District staff to a) identify existing and future assets and other costs that can be recovered from new or updated fees, and b) determine the share of costs reasonably attributable to new development.

3. Evaluate Alternative Fee Methodologies

Identify and evaluate alternative methods for calculating updated fees. Discuss advantages and disadvantages with the District's project team and determine a recommended approach.

4. Determine Equitable Method for Allocating Costs New Development

Work with District staff to identify the impacts generated by new development associated with each type of fee. Determine a method for reasonably allocating costs associated with each fee to different types or levels of new development. As appropriate, identify cost-recovery requirements for new development including a) single family homes, b) other residential development b) various types of commercial or institutional development.

5. Develop Preliminary & Final Fee Recommendations

Based on appropriate and technically sound methodology, develop preliminary recommendations for updated water and sewer connection fees. Obtain District input and refine fee calculations as needed.

6. Recommend a Method for Future Fee Updates

Recommend a method to annually or periodically adjust connection fees to keep fees aligned with construction cost inflation. In general, the District's capacity fees should also be periodically reviewed to account for significant changes in the capital improvement program, project cost estimates, and/or major changes in system capacity.

7. Compliance with AB1600 (Government Code 66000, et. seq.)

In compliance with Government Code pertaining to development impact fees, new fees will be designed to equitably recover the costs of facilities and assets benefitting new development and reflect:

- A reasonable relationship between the fee's use and the type of development project on which the fee is imposed.
- A reasonable relationship between the need for the public facility and the type of development project on which the fee is imposed.
- A reasonable relationship between the amount of the fee and the cost of the public facility or portion of the public facility attributable to the development on which the fee is imposed

10. Meet with District to Discuss Findings, Recommendations & Alternatives

Meet with District to present findings and preliminary recommendations, discuss alternatives, and gain ongoing input for development and refinement of recommendations.

11. Prepare Draft & Final Reports

Submit a draft report for District review and feedback. The report will summarize key findings and recommendations and provide a sound basis for the proposed fee recommendations. Receive input on draft report from the District and incorporate into a final report.

12. Present Findings & Recommendations at a Board Meeting

Develop a PowerPoint presentation and present findings and recommendations at a District Board Meeting. Respond to questions at the Board's direction.

Task F Deliverables

- Review of current and proposed fees and identification of purpose and objectives for each fee
- Identification of funding needs attributable to new development
- Identification of method for recovering costs from new development
- Preliminary and final fee recommendations
- Recommend method for future fee updates
- Meet with District to discuss findings/recommendations/alternatives & gain input
- Present fee recommendations at a Board Meeting.
- Draft and final reports summarizing key findings and recommendations



SECTION 3: AVAILABILITY & FEES

1. Bartle Wells Associates is prepared to begin work upon the District's authorization to proceed.
2. During the project development period, BWA will be available at all reasonable times and on reasonable notice for meetings and for consultation with District staff, attorneys, consulting engineers, and others as necessary.
3. Bartle Wells Associates will perform all work related to the assignment. Alex Handlers, a firm principal and vice president will be assigned as project leader on this assignment. He will serve as the lead contact person for BWA and will be involved with the project a day-to-day basis. Alex may be assisted by other BWA financial consultants as needed.
4. The fees for services outlined in this proposal will not exceed \$68,000 including direct expenses.
The fee is based on the following assumptions:
 - a. BWA will work to meet all District scheduling requirements and deadlines.
 - b. All necessary information will be provided by the District and/or its other consultants in a timely manner.
 - c. Development of a draft, final draft, and final versions of tables. Time and expenses involved in revising tables and assumptions may constitute additional services if not achievable within the budget.
 - d. For the water and sewer rate studies and capacity charge updates: up to 7 trips to the District for meetings and presentations including 2 progress meetings, 2 Budget Committee Workshops, 2 Board Meetings/ Workshops, and the Proposition 218 Rate Hearing.
 - e. For the other development impact fees: up to 2 additional trips to the District for a combination of meetings with District staff and/or presentations to the Board.
5. Progress payments and direct expenses are payable monthly on a time and materials basis as the work proceeds as provided in our Billing Rate Schedule 2017, which will remain in effect through the duration of this assignment.
6. Bartle Wells Associates will maintain in force, during the full term of the assignment, insurance as provided in the Certificate of Insurance attached.
7. If the project is terminated for any reason, we are to be reimbursed for professional services and direct expenses incurred up to the time we receive notification of such termination.
8. In addition to the services provided under this proposal, the District may authorize Bartle Wells Associates to perform additional services for which the District will compensate us based on consultants' hourly rates at the time the work is performed, plus direct expenses. Any such authorization will be made in advance by writing by the District's General Manager or other authorized District official.
9. Bartle Wells Associates is an independent public finance advisory firm that is registered as a Municipal Advisor with the Securities and Exchange Commission (SEC Registration No. 867-00740) and the Municipal Securities Rulemaking Board (MSRB ID K0414).
10. This proposal may be withdrawn or amended if not accepted within 90 days of its date.
11. We will not require a formal contract of employment and will consider a letter or e-mail from an appropriate District official as sufficient authority to proceed.

ESTIMATED PROJECT BUDGET

PROJECT TASK	COST ESTIMATE		
	WATER	SEWER	TOTAL
TASK A. PROJECT INITIATION & DATA COLLECTION	\$1,500	\$1,500	\$3,000
TASK B. 10-YEAR WATER & SEWER FINANCIAL PLANS	\$6,000	\$6,000	\$12,000
TASK C. WATER & SEWER RATE ANALYSIS	\$6,000	\$6,000	\$12,000
TASK D. WATER & SEWER CAPACITY FEE UPDATE	\$6,000	\$6,000	\$12,000
TASK E. PRESENTATIONS, REPORTS, & RATE IMPLEMENTATION	\$7,500	\$7,500	\$15,000
SUBTOTAL	\$27,000	\$27,000	\$54,000
TASK F. DEVELOPMENT IMPACT FEE UPDATES			\$12,000
TOTAL PROJECT BUDGET			\$66,000
ESTIMATED EXPENSES			
Travel/copies/binding/phone/fax/mail/miscellaneous			\$2,000
TOTAL			\$68,000

BARTLE WELLS ASSOCIATES BILLING RATE SCHEDULE 2017

Rates Effective 1/1/2017

Professional Services

Financial Analyst I.....	\$105 per hour
Financial Analyst II	\$125 per hour
Financial Analyst III.....	\$145 per hour
Senior Financial Analyst.....	\$175 per hour
Senior Consultant	\$205 per hour
Principal Consultant.....	\$245 per hour

The professional time rates include all overhead and indirect costs. Bartle Wells Associates does not charge for administrative support services and internal computer time. Expert witness, legal testimony, or other special limited assignment will be billed at one and one-half times the consultant's hourly rate.

The above rates will be in effect through December 31, 2017 at which time they will be subject to change.

Direct Expenses

Subconsultants will be billed at cost plus ten percent. Word processing and computer-assisted services related to official statement production are charged as direct expenses at \$60 per hour. Other reimbursable direct expenses incurred on behalf of the agency will be billed at cost plus ten percent. These reimbursable costs include, but are not limited to:

- Travel, meals, lodging
- Long distance telephone and fax
- Printing and report binding
- Special statistical analysis
- Outside computer services
- Bond ratings
- Automobile mileage
- Messenger services and mailing costs
- Photocopying
- Graphic design and photography
- Special legal services
- Legal advertisements

Insurance

Bartle Wells Associates maintains insurance in the amounts and coverage as provided in the attached schedule of insurance. Additional or special insurance, licensing, or permit requirements beyond what is shown on the schedule of insurance are billed in addition to the contract amount.

Payment

Fees will be billed monthly for the preceding month, and will be payable within 30 days of the date of the invoice. A late charge of 1.0 percent per month may be applied to balances unpaid after 60 days.

SCHEDULE OF INSURANCE

Insured: BARTLE WELLS ASSOCIATES

Bartle Wells Associates will maintain in force, during the full term of the assignment, insurance in the amounts and coverage as provided in this schedule. If additional insurance is required, and the insurer increases the premium as a result, then the amount of the increase will be added to the contract price.

TYPE OF INSURANCE	COMPANY POLICY NUMBER	COVERAGES AND LIMITS	EXP. DATE
Commercial General Liability	Hartford Insurance Company Policy #35-SBA PA6857	<ul style="list-style-type: none"> ■ \$2,000,000 General Aggregate ■ \$2,000,000 Products Comp/Op Aggregate ■ \$2,000,000 Personal & Advertising Injury ■ \$1,000,000 Each Occurrence 	6/1/18
Excess/Umbrella Liability	Hartford Insurance Company Policy #35-SBA PA6857	<ul style="list-style-type: none"> ■ \$1,000,000 Aggregate ■ \$1,000,000 Each Occurrence 	6/1/18
Automobile Liability	Hartford Insurance Company Policy #35-UEC VU2842	<ul style="list-style-type: none"> ■ \$1,000,000 Combined Single Limit 	6/1/18
Workers Compensation & Employers' Liability	Hartford Underwriters Insurance Company Policy #35-WEC FG7858	<p>Workers' Compensation: Statutory Limits for the State of California. Employers' Liability:</p> <ul style="list-style-type: none"> ■ Bodily Injury by Accident - \$1,000,000 each accident ■ Bodily Injury by Disease - \$1,000,000 each employee ■ Bodily Injury by Disease - \$1,000,000 policy limit 	6/1/18
Professional Liability	Chubb & Son, Inc. BINDO94045	<p>Solely in the performance of services as municipal financing consultants for others for a fee.</p> <p>Limit: \$2,000,000 Per Occurrence & Aggregate (including defense costs, charges, and expenses)</p>	6/1/18

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.B.**

FROM: Jerry Gruber, General Manager
 Monique Madrid, District Clerk
 Haley Dodson, Confidential Administrative Assistant

 Meeting Date: October 26, 2017
 Subject: DISCUSSION AND CONSIDERATION
 TO APPROVE QUOTE AND
 AUTHORIZE PURCHASE OF NEW
 COMPUTER SERVER AND RELATED
 SOFTWARE AND EQUIPMENT
RECOMMENDATION:

Staff recommends that the Board of Directors approve the quote and authorize the purchase of a new server, wireless access points, and the Microsoft Office 365 Business Premium subscription licenses.

FISCAL IMPACT:

In the Fiscal Year 2017/18 Final Budget, \$35,000 was set aside for the replacement of the existing servers; however, the estimate total is \$45,494.50. The budget is exceeded due to the need to clean up technology areas and for additional software that had not been initially anticipated.

DISCUSSION:

The CCSD currently has three servers that were purchased in 2010; these servers are well beyond their useful life expectancy of 3-5 years, which creates additional costs for maintenance and lost productivity as a result of downtime. The three servers are all running unsupported versions of Microsoft Windows Server operating systems, creating additional security risks for CCSD as time goes on because Microsoft is not releasing new patches and updates.

The CCSD network has had recent improvements with the fiber implementation from Charter, but the internal networking hardware is old and recent equipment failures have caused downtime and service calls from our Technology Partner. The networking equipment at each of the five CCSD sites is not uniform and many pieces of equipment cannot be monitored remotely, which leads to additional time in making configuration changes and reduces the ability of our Technology Partner to respond to outages proactively.

The proposed project will replace CCSD's three current servers with one piece of server hardware that will be running the newest versions of Microsoft Windows Server, as well as CCSD's line of business software. The project includes replacement of aging network equipment with new hardware that can be centrally managed and remotely monitored by our Technology Partner. The new network hardware will be uniform across all sites for simplicity and compatibility. The project also includes recycling of any CCSD e-waste, as well as the cleanup of cabling and mounting of hardware securely and professionally. Any devices containing CCSD data will be destroyed using a hard drive crusher that meets federal standards for hard drive disposal, and CCSD will be provided certificates of destruction for this hardware.

To support the upcoming move of the District office and taking into consideration the recent fiber installation, the server equipment will be located at the Fire Department. This location was chosen as it is central to the fiber circuit from Charter, and because there are backup generators that will allow access to the servers during an emergency situation where power may otherwise be impacted. The Fire Department has a secure server room that can be locked to restrict access to the servers and the sensitive data that they contain.

As part of the project, CCSD's current Microsoft Exchange 2007 server will be retired since the software is end-of-life and no longer receives updates from Microsoft. The mail from that server will be migrated to Office 365, a service that is hosted in Microsoft's Azure data center with greater than 99.98% uptime. As part of Office 365, CCSD will receive updates to Microsoft Office for all of its workstations and users across all CCSD locations and will receive future updates as they are released from Microsoft, which guarantees compatibility with future document and format needs.

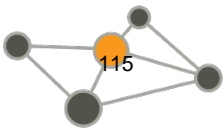
Attachment: TekTegrity Quote #JF014053

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS ___RICE ___SANDERS ___BAHRINGER ___FARMER___WHARTON_____



A quote prepared for
Cambria Community Services District
Quote #JF014053
by the team at **TekTegrity**






Prepared For

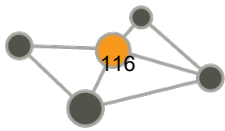
Cambria Community Services District
 Haley Dodson
 1316 Tamson Drive
 Cambria, 93428
 hdodson@cambriacsd.org
<http://www.cambriacsd.org/cm/Home.html>

Prepared By

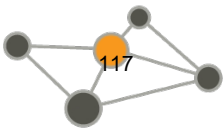
Jeffrey Franklin
 Phone: 805-596-0135
 Email: jfranklin@tektegrity.com





Hardware		Price	Qty	Extended
	Dell PowerEdge R430 <ul style="list-style-type: none"> • 1U Rack Server • Intel Xeon E5-2630 8 Core Processor • 32 GB DDR4 RAM • Perc H730 RAID Controller • 5x 600GB SAS • iDRAC 8 Enterprise • Dual Internal 16GB SD Cards • Internal DVD Drive • Security Bezel • 2/4 Post Static Rails • Dual Redundant Power Supplies • 5 Year NBD Warranty 	\$6,301.37	1	\$6,301.37
	Cisco Gigabit Smart Switch <ul style="list-style-type: none"> • 50 Port Switch • Rack Mountable • Layer 2 Managed • Lifetime Warranty Admin Building Fire Department	\$602.67	2	\$1,205.34
	Cisco Gigabit Smart Switch <ul style="list-style-type: none"> • 8 Port Switch • Layer 2 Managed • Desktop or Wall Mountable • Lifetime Warranty Vets Hall Facilities 2- Waste Water	\$120.04	4	\$480.16
		\$20.71	1	\$20.71

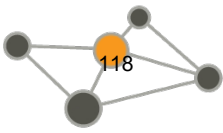




Hardware		Price	Qty	Extended
	Strong Horizontal Wire Management Strong Horizontal Wire Management Admin	\$29.71	1	\$29.71
	Cat 5e 1' Blue Patch Cable	\$0.99	50	\$49.50
	Meraki MR33 IEEE 802.11ac 1.30 Gbit/s Wireless Access Point <ul style="list-style-type: none"> ● 802.11ac Wave 2 ● Mu-MIMO ● PoE Powered ● Cloud Managed 1- Admin 1- Fire 2- Waste Water 1- Vets 1- Facilities	\$445.21	6	\$2,671.26
	TRENDnet Gigabit PoE+ Injector	\$40.67	6	\$244.02
	APC by Schneider Electric Back-UPS RS 1000 VA Tower UPS Tower UPS 8 Outlets Admin	\$176.71	1	\$176.71
	APC Back-UPS RS 700 VA Tower UPS Tower UPS 6 Outlets Waste Water Vets Facilities	\$147.16	3	\$441.48
	APC Smart-UPS 1500VA Tower UPS Output Power Capacity 1000 Watts/1440 VA Nominal Output: 120V - 57~63Hz for 60Hz Typical recharge time: 3 hours Audible alarm, LCD display Line interactive with 459 Joules of surge protection 3 year warranty Simulates utility power to provide the highest degree of compatibility for active PFC (power factor corrected) servers and	\$602.67	1	\$602.67

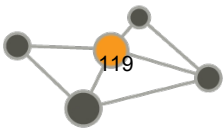


Hardware		Price	Qty	Extended
	sensitive electronics Fire Dept			
	APC UPS Network Management Card -Provides UPS control and self-test scheduling features -Provides data and event logs -Provides support for the APC PowerChute Network Shutdown utility -Supports using the APC Remote Monitoring Service (RMS) Fire Dept	\$338.90	1	\$338.90
	Patch Cables- Cable Management and Straps	\$50.00	1	\$50.00
Hardware Subtotal				\$12,591.12

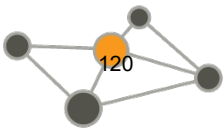
Software		Price	Qty	Extended
	Windows Server 2016 Core License 8 Core Minimum	\$110.00	8	\$880.00
	Server 2016 User CAL User CAL	\$39.99	35	\$1,399.65
	Meraki MR Enterprise Cloud Controller License, 5 Years Cisco Meraki 5-Year Wireless Access Point Enterprise Cloud Licensing	\$304.05	6	\$1,824.30
	Microsoft Office 365 Business Premium - Subscription License - 300 User Annual License 1 User Up to 5 device installation Microsoft Excel Microsoft PowerPoint Microsoft OneNote Microsoft Outlook Microsoft Word Microsoft Publisher Office for SmartPhones Office for Mac Business Email Hosting with 50GB Mailbox 1TB File Storage and Sharing Skype for Business	\$149.95	35	\$5,248.25
Software Subtotal				\$9,352.20



Services - Hourly		Price	Qty	Extended
	<p>Project Labor - Per Hour Actual time at \$125/hr. Estimate based on historically similar projects</p> <p>Office 365 Migration</p> <ul style="list-style-type: none"> • Create Organization in Office 365 • Migrate User Accounts • Migrate Mail to Office 365 • Install Office 2016 on Workstations • Update Workstations to Point to Office 365 • Prepare welcome letter for mobile users • perform mail cutover • verify positive mailflow • Onsite support following cutover <p><i>Please note that projects sometimes have tasks that are best executed during slower office periods or outside your normal business day. TekTegrity's standard business hours are 8AM-5PM Monday thru Friday. Schedule requests for project tasks outside these hours may be billed at a 30% hourly premium to cover overtime costs.</i></p>	\$125.00	70	\$8,750.00
	<p>Project Labor - Per Hour Actual time at \$125/hr. Estimate based on historically similar projects</p> <p>Cambria CSD currently has 3 servers located at 2 sites (fire and admin) and a mixture of networking equipment in 5 locations. Most of this equipment is past its useful life expectancy and should be replaced to maintain productivity. The goal of this project is to refresh the hardware of the 5 locations with equipment that is reliable and able to be monitored, as well as to simplify the infrastructure by relying on the fiber MPLS network that CCSD has recently invested in. When complete, all server hardware will be consolidated to the Fire Department, and all other locations will have network infrastructure that is simple, uniform, and monitored.</p> <ul style="list-style-type: none"> • Equipment Preconfiguration <ul style="list-style-type: none"> ○ Preconfigure Server <ul style="list-style-type: none"> ▪ Perform Firmware Updates ▪ Configure iDRAC Enterprise ▪ Configure RAID array ▪ Install VMWare ESXi ▪ Create Datastore ▪ Install Windows Server 2016 VM (CCSD-DC) ▪ Install Windows Server 2016 VM (CCSD-LF) ▪ Install Windows Updates ▪ Install TekTegrity Agents ▪ Install Hardware Management utility ▪ Assign IP Addresses ○ Preconfigure Switches <ul style="list-style-type: none"> ▪ Assign Static IPs ▪ Set Credentials ▪ Perform Firmware Updates ▪ Label Hardware ○ Preconfigure Access Points <ul style="list-style-type: none"> ▪ Register in Meraki Dashboard ▪ Create SSIDs (CCSD-Secure and CCSD-Guest) ▪ Create Guest Bandwidth Limits ▪ Perform Firmware Updates ▪ Label Equipment • Network Refresh and Server Installation 	\$125.00	110	\$13,750.00



Services - Hourly	Price	Qty	Extended	
	<ul style="list-style-type: none"> ○ (Facilities) <ul style="list-style-type: none"> ▪ Install 8 Port Switch in Facilities Office ▪ Remove SMC Modem ▪ Install APC UPS ▪ Install Meraki Access Point ▪ E-Waste old hardware ○ (Waste Water) <ul style="list-style-type: none"> ▪ Replace Meraki Router with 8 Port Cisco Switch ▪ Replace Desktop Switch in Office with 8 Port Cisco Switch ▪ Install Meraki Access Point in Office ▪ Install Meraki Access Point in Break Room ▪ Install APC UPS ○ (Vets Hall) <ul style="list-style-type: none"> ▪ Replace Existing switch with Cisco 8 Port Switch ▪ Install APC UPS ▪ Install Meraki Access Point ○ Deliver Server to CCSD Admin building ● Migration of Data <ul style="list-style-type: none"> ○ Migrate Data from CCSD-Admin to CCSD-DC <ul style="list-style-type: none"> ▪ User Accounts ▪ DNS ▪ DHCP ▪ File Shares ▪ Printer Shares ▪ MOM software (vendor coordination required) ○ Migrate Data from CCSD-Fire to CCSD-DC <ul style="list-style-type: none"> ▪ Unreplicated data not previously moved ○ Migrate Data from CCSD-LF to CCSD-LF <ul style="list-style-type: none"> ▪ Application Installation (vendor coordination required) ▪ SQL database ● Network Installation and cleanup of Fire and Admin <ul style="list-style-type: none"> ○ (Fire Department) <ul style="list-style-type: none"> ▪ Deliver new server and backup appliance from Admin office ▪ Remove old Server Hardware (Dell R210, Dell 840, Dell 16 Port Switch) ▪ Install new server hardware in Rack ▪ Install Backup Appliance in Rack ▪ Install Phone Server in Rack ▪ Install Cisco 52 Port Switch ▪ Install APC UPS with Network Management Card ▪ Install Meraki Access Point ▪ Configure Graceful shutdown ▪ Configure Backups ▪ Clean up cabling ▪ E-Waste old Hardware ▪ Update Documentation ○ (Admin Building) <ul style="list-style-type: none"> ▪ Remove 2 Dell Servers ▪ Remove KVM ▪ Remove 8 Port Switch ▪ Move Cisco fiber converter to Wall Rack ▪ Remove Dell Switches ▪ Remove unnecessary Cabling ▪ Remove UPSes ▪ Remove PDU 			



Services - Hourly		Price	Qty	Extended
	<ul style="list-style-type: none"> ▪ Remove 4 Post Rack ▪ Install Cisco 52 port switch in wall rack ▪ Install APC UPS on shelf next to wall rack ▪ Install Cable Management ▪ Install Meraki Access Point ▪ Clean up Cabling ▪ Update Documentation ○ Create Network Diagram outlining equipment IPs and physical locations ○ Deliver copy of network Diagram to Haley at CCSD-Admin Building ○ Configure monitoring at TekTegrity to create alerts for sites offline <p><i>Please note that projects sometimes have tasks that are best executed during slower office periods or outside your normal business day. TekTegrity's standard business hours are 8AM-5PM Monday thru Friday. Schedule requests for project tasks outside these hours may be billed at a 30% hourly premium to cover overtime costs.</i></p>			
Services - Hourly Subtotal				\$22,500.00

Recap	Amount
Hardware	\$12,591.12
Software	\$9,352.20
Services - Hourly	\$22,500.00
Subtotal	\$44,443.32
Shipping	\$69.95
Tax	\$981.23
Total	\$45,494.50

Quotes expire within 30 days. All software sales are final - our vendors do not accept software returns. Also, our vendors may change prices on products in high demand between the time a quote is made and the product is ordered. Vendor's shipping fees may also vary from quoted amount. TekTegrity reserves the right to make minor pricing adjustments in the final invoice if our vendors change prices. A downpayment may be required for all hardware and software over \$500. Labor will be billed separately in accordance of the terms of your Service Agreement..

Acceptance

Cambria Community Services District

TekTegrity

Signature _____

Signature: _____

Printed Name: Haley Dodson

Printed Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.C.**

FROM: Jerry Gruber, General Manager
Patrick O'Reilly Finance Manager

Meeting Date: October 26, 2017 Subject: DISCUSSION AND CONSIDERATION OF ADOPTION OF ORDINANCE 03-2017 AMENDING CCSD MUNICIPAL CODE SECTION 3.04.030 TO ADD PROVISIONS TO PROVIDE RELIEF FROM FEES AND CHARGES RELATED TO LEAKS

RECOMMENDATIONS:

Staff recommends that the Board of Directors adopt Ordinance 03-2017 by title only and waive further reading. The full title is as follows: "An Ordinance Amending Section 3.04.030 of the Cambria Community Services District Municipal Code Regarding Relief from Fees and Charges Related to Leaks."

FISCAL IMPACT:

The actual fiscal impact is unknown, but staff anticipates it will be less than \$10,000 per year.

DISCUSSION:

Section 3.04.030 of the CCSD Municipal Code (Attachment 1) authorizes the Board of Directors to grant relief from the payment of fees and charges to achieve equity and fairness. That provision requires a formal application be provided to the District and stipulates that any relief granted shall not be retroactive beyond the billing period immediately preceding the date of application.

Staff receives frequent requests from customers for reductions for charges for water that "leaked" through their system. These leaks are normally the result of broken pipes that are not readily visible, such as underground irrigation pipes, or that are internal to the house, such as toilet leaks.

Staff is recommending changes to Section 3.04.030 that would authorize the General Manager to approve reductions in fees and charges in certain circumstances, when a customer has a leak that was beyond his or her ability to prevent and which the customer discovered and repaired in a timely manner. The proposed Ordinance would require the customer to pay for all water that flows through his or her meter, but allows the customer to pay at the lowest unit cost rather than at the highest unit cost. It would also allow reductions or waivers of fees paid for Sustainable Water Facility costs, sewer costs and any penalties paid on the excess water lost.

- Attachment: 1. Existing CCSD Code of Regulation Section 3.04.030
2. Ordinance 03-2017

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ RICE ___ SANDERS ___ BAHRINGER ___ FARMER ___ WHARTON _____

3.04.030 - ¹²²Relief from fees and charges in special circumstances.

- A. Notwithstanding any other provision of any ordinance adopted by this district, the board of directors may grant relief from the payment of fees and charges applicable to the provision of water and sewer services.
- B. Such relief may only be granted after formal application to the district, in a form and manner as may be established by the general manager, has been made and filed. The application shall contain all information deemed necessary by the general manager, including the facts and circumstances surrounding the natural disaster and the particular relief sought. Any relief granted shall not be retroactive beyond the billing period immediately preceding the date of application.
- C. The board shall not be obligated to grant relief in any particular application but may do so in order to achieve equity and fairness.

(Ord. 10-92)

ordinance adopted
and charges a

ordinance adopted
and charges a

ORDINANCE NO. 03-2017

BOARD OF DIRECTORS
CAMBRIA COMMUNITY SERVICES DISTRICT
Dated: October 26, 2017

AN ORDINANCE AMENDING SECTION 3.04.030 OF THE
CAMBRIA COMMUNITY SERVICES DISTRICT MUNICIPAL
CODE REGARDING RELIEF FROM FEES AND
CHARGES RELATED TO LEAKS

WHEREAS, Section 3.04.030 of the Cambria Community Services District Municipal Code contains provisions governing the process for the Board of Directors to grant relief from the payment of fees and charges to achieve equity and fairness; and

WHEREAS, the CCSD receives frequent requests from customers for reductions for charges for water leaks that are normally the result of broken pipes that are not readily visible or leaks internal to a house; and

WHEREAS, CCSD Staff has recommended changes to Section 3.04.030 that would authorize the General Manager to approve reductions in fees and charges in circumstances when a leak was beyond the customer's ability to prevent, and that the customer discovered and repaired in a timely manner; and

WHEREAS, the recommended Municipal Code revisions would require the customer to pay for all water that flows through his or her meter, but allows the customer to pay at the lowest unit cost rather than at the highest unit cost, and would also allow reductions or waivers of fees paid for Sustainable Water Facility (SWF) costs, sewer costs and any penalties paid on the excess water lost; and

WHEREAS, the Board of Directors of the Cambria Community Services District has determined that it is appropriate to amend Section 3.04.030 of the Cambria Community Services District Municipal Code to implement Staff's proposed changes.

NOW, THEREFORE, the Board of Directors of the Cambria Community Services District does hereby ordain as follows:

Section 1. Subsection D is hereby added to Section 3.04.030 of the Cambria Community Services District Municipal Code to read as follows:

D. In addition to the provisions contained in subsections A through C herein, the general manager may, in his or her discretion, grant relief from the payment of water and sewer service fees and charges that are the result of leaks, if he or she finds and determines that:

1. A water leak was not the fault of the customer and was discovered and repaired by the customer in a reasonable amount of time; and
2. That the leak resulted in usage that is more than twice the normal usage for the property.
3. The general manager may authorize the following actions:
 - a. Normal Water Usage Charges for all water used in excess of normal usage may be charged at the lowest tier rate (i.e., the rate for usage in the 1 – 4 Unit category); and
 - b. SWF Usage Charges and SWF Operating Charges for all water used in excess of normal usage may be waived completely; and
 - c. If the leak does not go through the sewer system, the amount of the excess sewer fee for the billing period can be waived and the customer charged only the normal sewer fee charged in previous billing periods; and
 - d. If surcharges/penalties are being imposed, all surcharges/penalties can be waived for water used in excess of normal usage; and
 - e. The general manager and a customer can agree to a “payment plan” to spread payments out for up to twelve months.
 - f. “Normal usage” shall be the usage for the same billing period in the previous year. If the customer does not have usage for that period, normal usage shall be the usage for the last billing period that was not affected by the leak prior to the billing period being considered. If the customer has no usage history, the general manager will determine an appropriate usage amount.
 - g. An applicant for relief under this section may appeal the general manager’s decision to the Board of Directors. A request for appeal must be submitted to the District in writing not more than ten (10) days after the general manager’s decision.

Section 2. A summary of this Ordinance shall be published in a newspaper published and circulated in the jurisdictional boundaries of the District at least five (5) days prior to the meeting of the Board of Director at which the proposed Ordinance is to be adopted. A certified copy of the full text of the proposed Ordinance shall be posted in the office of the District Clerk. Within fifteen (15) days after adoption of the Ordinance, the summary with the names of those Board Members voting for and against the Ordinance shall be published again, and the District Clerk shall post a certified copy of the full text of such adopted Ordinance.

Section 3. If any section, subsection, subdivision, paragraph, sentence, or clause of this Ordinance or any part thereof is for any reason held to be unlawful, such decision shall not affect the validity of the remaining portion of this Ordinance or any part thereof. The Board of Directors hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, or clause thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, or clause be declared unconstitutional.

Section 4. This Ordinance shall take effect thirty (30) days after its adoption.

The foregoing Ordinance was adopted at a regular meeting of the Board of Directors of the Cambria Community Services District held on the 26th day of October, 2017.

AYES:

NAYS:

ABSENT:

Amanda Rice
President, Board of Directors

APPROVED AS TO FORM:

Monique Madrid
District Clerk

Timothy J. Carmel
District Counsel

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors
 FROM: Jerry Gruber, General Manager

AGENDA NO. **7.D.**

 Meeting Date: October 26, 2017 Subject: DISCUSSION AND CONSIDERATION OF
 ADOPTION OF RESOLUTION 42-2017
 REVISING THE VOLUNTARY LOT MERGER
 PROGRAM REGARDING REMODEL
 PROJECTS THAT DO NOT CHANGE THE
 FOOTPRINT OF THE STRUCTURE ON
 THE PROPERTY

RECOMMENDATIONS:

Staff recommends that the Board of Directors adopt Resolution 42-2017 revising the Voluntary Lot Merger Program to include lot mergers related to remodel projects that do not change the footprint of the structure on the property.

FISCAL IMPACT:

The fiscal impact has not yet been determined.

DISCUSSION:

As part of the approval process for issuance of Water Letters for remodel projects, the CCSD has a longstanding practice of requiring the property owner to merge the underlying lots if the structure involved crosses lot lines, in order to satisfy Building Code requirements relating to fire safety and setbacks. Property owners and local realtors often object to this requirement as being unduly onerous when the remodel only involves changes such as a new deck, replacing windows, or internal modifications that do not change the footprint of the structure on the property.

Since mergers are encouraged as part of the CCSD's Buildout Reduction Program, staff believes a fair approach would be to revise the Voluntary Lot Merger Program to include lot mergers related to remodel projects that do not change the footprint of the structure on the property. Under the Voluntary Lot Merger Program, the CCSD pays fees from available Buildout Reduction Program revenues to property owners to offset the costs of lot mergers, in an amount not to exceed \$800 per merger transaction. Accordingly, the attached Resolution has been prepared to amend the Voluntary Lot Merger Program in accordance with staff's recommendation.

ATTACHMENTS: Resolution 42-2017

 BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ RICE ___ SANDERS ___ BAHRINGER ___ FARMER ___ WHARTON ___

RESOLUTION NO. 42-2017
October 26, 2017

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
REVISING THE VOLUNTARY LOT MERGER PROGRAM
REGARDING REMODEL PROJECTS THAT DO NOT CHANGE
THE FOOTPRINT OF THE STRUCTURE ON THE PROPERTY

WHEREAS, on February 22, 2007, the Board of Directors adopted Resolution 15-2007, approving the Voluntary Lot Merger Program, pursuant to which the Cambria Community Services District pays fees from available Buildout Reduction Program revenue to property owners to offset the costs of lot mergers; and

WHEREAS, on December 14, 2009, the Board of Directors adopted Resolution 62-2009, approving increased funding participation in the Voluntary Lot Merger Program in an amount not to exceed \$800 per merger transaction; and

WHEREAS, the Board of Directors has determined that it is appropriate to revise the Voluntary Lot Merger Program to provide that lot mergers related to remodel projects that do not change the footprint of the structure on the property are eligible to participate in the Voluntary Lot Merger Program.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Directors of the Cambria Community Services District that lot mergers related to remodel projects that do not change the footprint of the structure on the property are eligible to participate in the Voluntary Lot Merger Program.

PASSED AND ADOPTED this 26th day of October, 2017.

Amanda Rice
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

Monique Madrid
District Clerk

Timothy J. Carmel
District Counsel

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. 7.E.FROM: Jerry Gruber, General Manager
Patrick O'Reilly, Finance Manager

Meeting Date: October 26, 2017

Subject: DISCUSSION AND CONSIDERATION OF
ADOPTION OF RESOLUTION 41-2017
APPROVING LEASE-LEASEBACK
AGREEMENTS WITH MUNICIPAL
FINANCE CORPORATION AND ITS
AFFILIATES FOR 900 MAIN STREET,
CAMBRIA**RECOMMENDATIONS:**

Staff recommends that the Board of Directors discuss and consider adoption of Resolution 41-2017 approving Lease-Leaseback Agreements (a Lease Agreement and a Site Lease) with Municipal Finance Corporation for the lease-leaseback of the property located at 900 Main Street, Cambria to be used as the new District administration offices.

FISCAL IMPACT:

Municipal Finance Corporation (MFC) has agreed to loan the District \$570,000 for fifteen years at an annual interest rate of 3.94%. The annual payment on the MFC loan will be \$51,058.58. The remaining \$395,027 needed to fund the purchase and renovation of the building will be provided from General Fund reserves. This is an increase of \$147,492 over the original staff estimate of the cash that would be required during construction.

The budget approved for Fiscal Year 2017/18 includes \$70,732 as an expense for the purchase of subject property. The \$70,732 represents the projected cost of the loan (\$49,887) and the amount required to recover the funds borrowed from the General Fund reserve over fifteen years (\$20,845). Each year for the next fifteen years, this expense will be distributed to the other departments in the General Fund and to the Water and Wastewater Funds. That budget amount will need to be increased to \$77,394 (\$51,059 for the loan and \$26,335 for the funds borrowed from the General Fund reserves) and will be included in the mid-year budget adjustment.

DISCUSSION:

On July 27, 2017, the CCSD Board approved the purchase of the former Cambria Library building located at 900 Main Street, Cambria, California for use as the CCSD administration offices. At that meeting, the Board approved the attached Real Property Purchase Agreement (the "Agreement") prepared by the County. Staff estimates that the total cost to purchase and improve the library building will be \$957,527. Staff originally estimated that the approximately \$140,000 of that cost earmarked for ADA improvements could be deferred, but the District does not qualify for the ADA transition plan, so all costs must be incurred during initial construction.

The purchase price for the property is \$405,000. The Agreement includes a 45-day financing contingency, a \$15,000 fee waiver for ADA improvements completed within 24 months.

Municipal Finance Corporation has proposed a loan in the form of a lease/leaseback to cover \$562,500 of the total cost of the building. A copy of the proposed Lease Agreement and Site Lease is attached. The actual loan amount of \$570,000 includes \$7,500 for the document fee associated with the loan. The loan will bear interest at 3.94% for 15 years with annual payments of \$51,058.58 and total interest payments of \$195,773.70. The Lease Agreement allows for prepayment without penalty starting in year 5.

A lease/leaseback arrangement is the standard approach that cities, counties and school districts use to finance the acquisition and improvement of real property, because the general fund is the source of repayment of the financing.

In the case of a special district that operates a water or sewer enterprise, it is possible to document a financing in the form of a loan or installment sale agreement, where the security is not an interest in the real property being financed, rather a pledge of the revenues of the water/sewer system. In the past Municipal Finance Corporation has arranged loan or installment sale agreements for the CCSD in this fashion.

Since the administration building will be providing benefit to both the activities of the CCSD paid by its General Fund as well as the activities of its enterprises, namely water and sewer, it is appropriate for the financing to be a general fund lease financing, where the CCSD can allocate a portion of the lease payments from its enterprise funds if it chooses to do so.

Attachments: Resolution 41-2017
 Real Property Purchase Agreement
 Lease Agreement
 Site Lease
 Assignment of Lease and Site Lease

 BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ RICE ___ SANDERS ___ BAHRINGER ___ FARMER ___ WHARTON _____

RESOLUTION NO 41-2017

RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CAMBRIA COMMUNITY SERVICES DISTRICT AUTHORIZING THE EXECUTION AND
DELIVERY OF A LEASE AGREEMENT AND SITE LEASE AND AUTHORIZING
AND DIRECTING CERTAIN ACTIONS IN CONNECTION THEREWITH

WHEREAS, the Cambria Community Services District (the "District") is a public agency duly organized and existing under and pursuant to the Constitution and laws of the State of California; and

WHEREAS, the District desires to provide for financing in an amount not to exceed \$570,000.00 for the acquisition and remodeling of a building (the "Project"); and

WHEREAS, Municipal Finance Corporation (the "Corporation") has proposed a cost-effective fifteen year lease financing arrangement at a 3.94% interest rate;

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

SECTION 1. Lease Agreement and Site Lease. The President of the Board, the General Manager or a designee (each, an "Authorized Officer") is hereby authorized to enter into a Lease Agreement and Site Lease with the Corporation or its nominee to finance the Project, subject to approval as to form by the District's legal counsel.

SECTION 2. Attestations. The Secretary of the Board or other appropriate District officer is hereby authorized and directed to attest the signature of an Authorized Officer or of such other person or persons as may have been designated by an Authorized Officer, and to affix and attest the seal of the District, as may be required or appropriate in connection with the execution and delivery of the Lease Agreement and the Site Lease.

SECTION 3. Other Actions. An Authorized Officer and other officers of the District are each hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all agreements, documents and certificates which they may deem necessary or advisable in order to carry out, give effect to and comply with the terms of this Resolution, the Lease Agreement and the Site Lease. Such actions are hereby ratified, confirmed and approved.

SECTION 4. Qualified Tax-Exempt Obligations. The Lease Agreement is hereby designated as "qualified tax exempt obligations" within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the "Code"). The District, together with all subordinate entities of the District, do not reasonably expect to issue during the calendar year in which the Lease Agreement is issued more than \$10,000,000 of obligations which it could designate as "qualified tax-exempt obligations" under Section 265(b) of the Code.

SECTION 5. Effect. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED this 26th day of October, 2017, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

President of the Board

I hereby certify that the foregoing resolution was duly introduced, passed and adopted by the vote as noted above.

Secretary of the Board

REAL PROPERTY PURCHASE AGREEMENT

THIS REAL PROPERTY PURCHASE AGREEMENT ("Agreement") is entered by and between the **County of San Luis Obispo, a political subdivision of the State of California**, hereafter referred to as "Seller" or "County," and the **Cambria Community Services District, a California independent special district**, hereafter referred to as "Purchaser" or "District." The purpose of this Agreement is for the District's acquisition of real property known as Assessor's Parcel Number 022-251-019, located at 900 Main Street in the unincorporated community of Cambria, San Luis Obispo County, California, hereinafter described in the Grant Deed (the "Property"), which the Seller previously found and determined is not needed for public use and declared as surplus. The amount to be paid for the Property, and other consideration to be given in full satisfaction of this Agreement, is as follows:

APN:	PURCHASE PRICE:
022-251-019	\$405,000.00

1. Purchaser shall pay to Seller, in consideration of Seller's conveyance to Purchaser of said Property, the sum of Four Hundred Five Thousand Dollars (\$405,000.00) (the "Purchase Price").
2. Seller shall deliver to Purchaser upon receipt of Four Hundred Five Thousand Dollars (\$405,000.00) all cash in the form of a cashier's check, a Grant Deed for the Property in substantially the same form as Exhibit "A" to this Agreement, and an Agreement and Grant of Easement in substantially the same form as Exhibit "B" to this Agreement.
3. Seller shall obtain a Certificate of Compliance issued by the County of San Luis Obispo Department of Planning and Building, and shall deliver said Certificate to Purchaser not later than forty-five (45) calendar days from the Effective Date defined below.
4. Seller grants Purchaser a fee waiver, which cumulatively shall not exceed Fifteen Thousand Dollars (\$15,000), for any County of San Luis Obispo permit fees, including, but not limited to, construction, land use and environmental fees, associated with Purchaser obtaining a permit to remodel, alter, and/or make any improvements to the Property necessary to comply with the Americans with Disabilities Act (ADA) to the Property, which improvements shall be completed within twenty-four (24) months after the Effective Date of this Agreement.
5. Purchaser's obligations under this Agreement are conditioned on Purchaser obtaining a non-contingent commitment from a commercial lender within forty-five (45) calendar days of the Effective Date of this Agreement to provide financing for seventy-five percent (75%) of the Purchase Price ("Financing Contingency"). Purchaser must provide Seller with a full written release of its Loan

Contingency not later than forty-five (45) calendar days from the Effective Date defined below. If Purchaser's release of its Loan Contingency is not received by Seller as described herein, this Agreement shall terminate.

6. The effective date of this Agreement is the date that this Agreement is signed below by the San Luis Obispo County Board of Supervisors ("Effective Date").

7. Purchaser shall be entitled to possession of the Property upon recordation of the Grant Deed. Payment in full of the Purchase Price and recordation of the Grant Deed ("Recordation Date" or "Close of Escrow") shall occur within ninety (90) calendar days from the Effective Date of this Agreement.

8. Title to the Property shall be vested as: Cambria Community Services District, a California independent special district.

9. Seller does not expressly or impliedly warrant marketability of title. Purchaser acknowledges that the Property is to be sold and conveyed to, and accepted by Purchaser, in an "as-is" condition with all faults. Purchaser is purchasing the Property in reliance on its own investigation, which it has or will have conducted to its satisfaction prior to the Effective Date of this Agreement. Purchaser has investigated and has knowledge of operative or proposed governmental laws and regulations, including, but not limited to, zoning, environmental, and land use laws and regulations, to which the Property is or may be subject and accepts the Property solely upon the basis of its review and determination of the applicability and effect of such laws and regulations and Purchaser is purchasing the Property in reliance on Purchaser's own investigation.

10. Seller's right, title and interest in and to the Property shall be delivered by Seller as of the Recordation Date and no representations or warranties of any kind whatsoever, express or implied, have been made by Seller regarding the Property or the legal or physical condition thereof.

11. Property to be sold with an existing, on-site improved building of approximately 2,331 square feet, vacant of all tenants.

12. This transaction shall be completed through an escrow established with First American Title Company. Purchaser shall pay all escrow and closing costs associated with this transaction.

13. a. Seller will furnish Purchaser with a preliminary report of title for the Property ("Preliminary Report") within three (3) business days after the execution of this Agreement. Purchaser shall notify Seller in writing within seven (7) business days after receipt of the Preliminary Report of Purchaser's disapproval of any exception therein. All other exceptions in the Report shall be referred to as Approved Exceptions. Seller shall have five (5) business days after such notice to advise Purchaser of any

disapproved exceptions which will not be removed by Seller prior to the Closing. If Seller indicates that it will not correct any of the disapproved exceptions, Purchaser may elect to either terminate this Agreement without liability on the part of either party; or consummate the purchase of the Property subject to such exceptions without reduction in the Purchase Price and without any liability on Seller's part relative to the title to the Property.

b. Title in the form of a Standard Form California Land Title Association (CLTA) or, at Purchaser's election, an American Land Title Association (ALTA) policy of title insurance shall be issued by the title company. Seller shall pay the cost of a CLTA policy; if elected, Purchaser shall pay the cost of an ALTA policy in excess of the cost of the CLTA policy. Purchaser shall pay the full cost of a Lender's policy of title insurance.

14. Recording and transfer fees are exempt pursuant to Government Code section 27383.

15. Any and all losses or damages to the Property or any improvements thereon, occurring prior to recordation of the Grant Deed, shall be at the risk of Seller.

16. Purchaser acknowledges the right to inspect the Property at Purchaser's sole cost and shall conduct said inspections prior to recordation of the Grant Deed.

17. This Agreement embodies the whole Agreement between the parties hereto as it pertains to the subject real property and there are no promised terms conditions, or obligations referring to the subject matter hereof, other than as contained herein. Any alterations, changes or modifications to this Agreement must be in writing and executed by both Purchaser and the Seller.

18. This Agreement shall extend to and be binding upon the parties hereto and upon their respective heirs, devisees, executors, administrators, legal representatives, successors and assigns only when approved by the San Luis Obispo County Board of Supervisors. This Agreement shall be interpreted under and be governed by the laws of the State of California. This Agreement may be executed in duplicate counterparts, such that all counterparts when read together shall constitute one instrument.

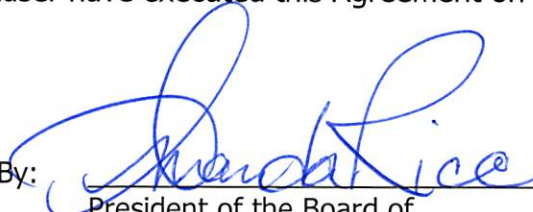
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IN WITNESS WHEREOF, Seller and Purchaser have executed this Agreement on the respective date set forth below.

SELLER:

COUNTY OF SAN LUIS OBISPO, a political subdivision of the State of California

By: 
Chairperson of the Board of Supervisors

By: 
President of the Board of Directors

APPROVED BY THE BOARD OF SUPERVISORS

This 19th day of September, 2017.

ATTEST:


TOMMY GONG

Clerk of the Board of Supervisors

By: Dandy Currens
Deputy Clerk

APPROVED AS TO FORM AND LEGAL EFFECT:

RITA L. NEAL
County Counsel

By: 
Deputy County Counsel

Date: 8/17/17

PURCHASER:

CAMBRIA COMMUNITY SERVICES DISTRICT, a California independent special district

EXHIBIT "A"
GRANT DEED

**RECORDING REQUESTED BY AND
WHEN RECORDED RETURN TO:**

Clerk of the Board of Supervisors
County of San Luis Obispo
1055 Monterey Street
San Luis Obispo, CA 93408

WITH A COPY TO:

Real Property Manager
County of San Luis Obispo
1087 Santa Rosa Street
San Luis Obispo, CA 93408

SPACE ABOVE THIS LINE FOR RECORDER'S USE. THE UNDERSIGNED DECLARES COUNTY BUSINESS-FREE. THIS DOCUMENT PRESENTED FOR RECORDING PURSUANT TO GOVT. CODE SECTION 27383.

GRANT DEED

FOR VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, **The County of San Luis Obispo, a political subdivision of the State of California**, hereby remises, releases, and forever quitclaims to **Cambria Community Services District, a California independent special district**, the following described real property:

PARCEL 1:

That portion of the Rancho Santa Rosa, in the County of San Luis Obispo, State of California described as follows:

Beginning at the most westerly corner of that parcel of land conveyed to the County of San Luis Obispo by deed filed in book 1731, page 961 of Official Records in the office of the County Recorder of said County; thence north 42° 44' 36" east along the northwesterly line of the land described in deed to the County of San Luis Obispo to the north corner thereof, also being a point on the southerly right of way line of California State Highway No. 1 as said southerly line was described in the deed to the State of California recorded July 27, 1932 in book 125, page 438 of Official Records; thence along said right of way line north 51° 4' 20" west, 60.45 feet to an iron pipe tagged R.C.E. 23571; thence south 42° 45' 43" west, 149.32 feet to an iron pipe tagged R.C.E. 23571 set in the northwest right of way line of State Route 1 described in the deed to the State of California recorded January 18, 1961 in book 1103, page 357 of Official Records; thence south 47° 15' 24" east, 60.36 feet along said State highway right of way line to the point of beginning.

PARCEL 2:

That portion of the Rancho Santa Rosa, in the County of San Luis Obispo, State of California, described as follows:

A strip of land 5' wide lying immediately adjacent and contiguous to Parcel 1 above, along the entire northwesterly boundary of said Parcel 1.

APN: 022-251-019

COUNTY OF SAN LUIS OBISPO,

a Political Subdivision of the State of California

BY:

Chairperson of the Board of Supervisors

Authorized by the Board of Supervisors this

_____ day of _____, 2017.

Executed in the presence of:

County Clerk and Ex-Officio Clerk
Board of Supervisors
County of San Luis Obispo
State of California

By:

Deputy County Clerk-Recorder

CLERK’S ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California }
County of San Luis Obispo }

On _____, before me, _____, Deputy County Clerk-Recorder, County of San Luis Obispo, State of California, personally appeared, _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

TOMMY GONG, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors

By: _____
Deputy County Clerk-Recorder

(SEAL)

EXHIBIT "B"
AGREEMENT AND GRANT OF EASEMENT

**RECORDING REQUESTED BY AND
WHEN RECORDED RETURN TO:**

Clerk of the Board of Supervisors
County of San Luis Obispo
1055 Monterey Street
San Luis Obispo, CA 93408

WITH A COPY TO:

County Real Property Manager
County of San Luis Obispo
1087 Santa Rosa Street
San Luis Obispo, CA 93408

SPACE ABOVE THIS LINE FOR RECORDER'S USE - THE UNDERSIGNED DECLARES COUNTY BUSINESS-FREE. THIS DOCUMENT PRESENTED FOR RECORDING PURSUANT TO GOVT. CODE SECTION 27383.

AGREEMENT AND GRANT OF EASEMENT

THIS AGREEMENT AND GRANT OF EASEMENT ("Easement Agreement") is entered by and between the County of San Luis Obispo, a political subdivision of the State of California, hereafter referred to as "Grantor" or "County" and Cambria Community Services District, a California independent special district, hereafter referred to as "Grantee" or "District."

RECITALS:

A. County is the owner of certain real property situated in the unincorporated area of Cambria, in San Luis Obispo County, California (APN: 022-251-020), hereinafter referred to as the "County Property" or the "Servient Tenement", and more particularly described in Exhibit "B-1," which is attached to this Agreement and hereby incorporated by reference.

B. Grantee is the owner of certain real property situated in the unincorporated area of Cambria, in San Luis Obispo County, California (APN: 022-251-019), hereinafter referred to as the "Dominant Tenement", and more particularly described in Exhibit "B-2," which is attached to this Agreement and hereby incorporated by reference.

C. County desires to grant an access Easement over a five (5.00) foot wide portion of the Servient Tenement, hereinafter referred to as the "Easement Area", and more particularly described in Exhibit "B-3", which is attached to this Agreement and hereby incorporated by reference.

D. It is understood that the granting of the Easement is for the sole purpose of above-ground access for the maintenance, repair, removal and/or replacement of an encroaching building eave (hereinafter referred to as "Encroaching Eave") located on Grantee's property, which encroaches upon the Servient Tenement, and more particularly depicted in Exhibit "B-4," which is attached to this Agreement hereby incorporated by reference.

NOW, THEREFORE, the parties agree as follows:

1. Grant of Easement; Satisfaction of Condition. County grants to Grantee a non-exclusive, irrevocable easement (the "Easement") on the Easement Area, subject to all the limitations, terms and conditions of this Agreement. The parties agree that upon completion of removal of the Encroaching Eave which thereby renders it no longer an encroachment onto the Servient Tenement, the parties shall mutually execute, in recordable form, and record, a termination to this Agreement, and Grantee shall quitclaim back to County (or County's successor) all portions of the originally described Easement Area. The County Central Services Department Director, or Director's designee, is authorized to perform all acts required on behalf of the County for modification and/or termination of this Agreement consistent with this paragraph, including but not limited to, executing a Certificate of Acceptance, and is authorized to sign any related documents. Grantee may affix other improvements within the Easement Area as necessary or desirable, subject to County's prior written consent, which shall not be unreasonably withheld.

2. Character of Easement. The Easement granted in this Agreement is appurtenant and runs with the land.

3. Description of Easement. The purpose of the Easement granted is for use of the above-ground area of the Easement Area only, for the uses, and subject to the limitations, specified in Paragraph 4 below.

4. Non-Exclusive Use and Restriction of Easement. Grantee may use the Easement Area for the following authorized purposes only and for no other uses except as specifically set forth in this Agreement: construction and maintenance access for persons and equipment for the Encroaching Eave; provided, however, County reserves the right to access the Easement Area as necessary. Nothing contained in this Agreement shall give any member of the public the right to loiter in the Easement Area or enter any other portions of the Servient Tenement.

5. Secondary Easements. The Easement includes the following incidental rights:

A. The right of ingress and egress over and across the Easement Area for the maintenance, repair, removal and/or replacement of the Encroaching Eave.

B. The right of Grantee to ensure and maintain access to the Easement Area, and shall repair and maintain said Encroaching Eave when necessary or when required by a regulatory agency.

In exercising these rights, Grantee must use reasonable care and may not unreasonably increase the burden on the Servient Tenement or make any material changes to the Easement Area, except as otherwise provided herein.

6. Non-Exclusive Easement; Reservation of County's Rights; Right of Reversion.

A. Reservations in General. County reserves all rights in connection with the Easement Area. This Agreement, except as specifically otherwise set forth, imposes no restrictions on the current uses or any and all future uses (as they may change from time to time) of the Servient Tenement whether or not within the Easement Area, provided they do not materially interfere with the purposes of the grant of Easement.

B. Specific Reservations. More specifically, but not by way of limitation, County reserves the following rights in connection with the Easement Area:

1) To construct, operate, maintain, repair and replace, fencing, utility and drainage installations over and at varying depths beneath the surface;

2) The right of access by County, County's employees, invitees, contractors and tenants to the Easement Area;

3) The right to cause the lawful removal, from any portion of the Servient Tenement, including the Easement Area, by appropriate private or public authorities, of any person whose presence on the Servient Tenement (including the Easement Area) is not allowed under this Agreement or whose conduct is offensive, a nuisance or potentially or actually harmful to other persons or to property, including but not limited to the right (but not the obligation), to close off or gate control access to the Easement Area, provided that Grantee's access is not prevented.

7. Acceptance in Natural Condition; Installation and Maintenance of Improvements.

A. Grantee accepts the Easement and the Easement Area, in the condition it exists as of the date of this Agreement.

B. Grantee, at its sole cost and expense, shall be responsible for all installation, maintenance, repair, and replacement of improvements in and along the

boundaries of the Easement Area, including, but not limited to, all existing fencing and Encroaching Eave.

C. Grantee shall maintain the Easement Area in a good and workmanlike manner and shall not allow the Easement Area to fall into disrepair.

8. Benefits and Burdens Run with the Land. The benefits and burdens of this Agreement run with the land and shall not be severed from the Servient Tenement.

9. Indemnification.

A. Except as may be solely caused by the negligence or willful acts of County, Grantee agrees to indemnify, defend, protect and save and hold harmless the County, its employees, affiliates, tenants, agents, contractors, and officers from and against any personal injury or property damage claims, demands, damages, costs, losses, expenses, liens, judgments, penalties and attorney's fees in any way arising out of Grantee's use of the Easement Area.

B. Except as may be solely caused by the negligence or willful acts of Grantee, County agrees to indemnify, defend, protect and save and hold harmless Grantee, its employees, affiliates, tenants, agents, contractors, and officers from and against any personal injury or property damage claims, demands, damages, costs, losses, expenses, liens, judgments, penalties and attorney's fees in any way arising out of County's use of the Easement Area.

10. Insurance. Grantee shall obtain and maintain for the entire term of the Agreement, insurance complying with the provisions of this paragraph. Said policies shall be issued by companies authorized to do business in the State of California. Grantee shall maintain said insurance in force at all times. The following coverage with the following features shall be provided:

A. Commercial Liability Insurance. Grantee shall maintain in full force and effect for the period covered by this Agreement, general commercial liability insurance. This insurance provide protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from any act or occurrence arising out of Grantee's operations on the Servient Tenement, including, without limitation, acts involving non-motorized access. The policy shall provide not less than single limit coverage applying to bodily and personal injury, including death resulting therefrom, and property damage, in the total amount of One Million Dollars (\$1,000,000).

B. Additional Insureds to be Covered. The commercial general liability policies shall name "County of San Luis Obispo, its officers and employees" as additional insureds. The policy shall provide that the Grantee's insurance will operate as primary

insurance and that no other insurance maintained by the County, or additional insureds will be called upon to contribute to a loss hereunder.

C. Certification of Coverage. Upon written request by the County, Grantee shall furnish the County with a copy of a Certificate of Insurance or Self-Insurance indicating that the coverage required hereunder is in effect.

11. Repairs. If Grantee's access, maintenance, repair, removal, and/or replacement of the Encroaching Eave will materially adversely affect the future use by the County of the Easement Area, Grantee agrees to give County, through its Central Services Department Director, or designee, 30 days written notice of said construction. At the conclusion of any improvement or construction, Grantee shall return the Easement Area substantially to its condition preceding the construction or improvement.

12. Signs.

A. County Signs. County shall have the right to post County signs along the Easement Area in conformance with County standards for the protection of the health, safety and welfare of users and adjoining property owners, including, without limitation, the right to post signs for proper precaution in the event of emergencies. All signs of County posted shall be in conformance with any and all signs ordinances of the County of San Luis Obispo, and shall be approved by the Central Services Department Director or designee.

B. Enforcement. General information and signs may be posted by County along the Easement Area. General information signs may display the rules and regulations.

13. Severability. The invalidity of any provision of the Agreement shall not affect the validity or enforceability of any other provision of this Agreement.

14. Remedies Not Exclusive. The use by either party of any remedy specified herein for the enforcement of the Agreement is not exclusive and shall not deprive the party using such remedy of or limit the application of any other remedy provided by law.

15. Law. This Agreement has been executed and delivered in the State of California and the validity, enforceability and interpretation of any of the clauses of the Agreement shall be determined and governed by the laws of the State of California.

16. Venue. San Luis Obispo County shall be the venue for any action or proceeding that may be brought or arise out of, in connection with or by reason of this Agreement.

17. Corporate Authority. Any individual executing this Agreement on behalf of Grantee represents and warrants that he is duly authorized to execute and deliver this Agreement on behalf of Grantee, and that this Agreement is binding upon said Grantee in accordance with its terms.

18. Binding on Successors and Assigns. The benefits and burdens of this Agreement will run with the land. Each covenant of either party to this Agreement to do or refrain from doing some act stated in this Agreement is expressly for the benefit of the land of the other party to this Agreement which is described in this Agreement. The successive owners of each of those properties owned by either party are bound by this Agreement for the benefit of the other property. Each covenant runs with both the land owned by or granted to the Grantor and the land owned by or granted to the Grantee and will benefit or be binding on each successive owner, during his, her, or its ownership, of any portion of the land affected by this Agreement and on each person having any interest in it derived through any owner thereof.

19. Entire Agreement. This Agreement constitutes the entire agreement between County and Grantee relating to the above easement. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Agreement are of no force and effect. Any amendment to this Agreement shall be of no force and effect unless it is in writing and signed by County and Grantee. No person shall sign for the County except the Chairperson of the Board of Supervisors. County shall not rely on representations made by or signatures of any other person(s) acting on behalf of Grantee.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, County and Grantee have executed this Agreement on the respective date set forth below.

GRANTOR:

special district

COUNTY OF SAN LUIS OBISPO, a political subdivision of the State of California

By: _____
President of the Board of Directors

By: _____
Chairperson of the Board of Supervisors

APPROVED BY THE BOARD OF SUPERVISORS

This _____ day of _____, 2017

ATTEST:

Clerk of the Board of Supervisors

APPROVED AS TO FORM AND LEGAL EFFECT:

RITA L. NEAL
County Counsel

By: _____
Deputy County Counsel

Date: _____

GRANTEE:

CAMBRIA COMMUNITY SERVICES DISTRICT, a California independent

CLERK'S ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
COUNTY OF SAN LUIS OBISPO)

On _____, 20__, before me, _____
Deputy County Clerk-Recorder, County of San Luis Obispo, State of California,
personally appeared _____, who proved to me on the basis
of satisfactory evidence to be the person whose name is subscribed to the within
instrument and acknowledged to me that he/she executed the same in his/her
authorized capacity, and that by his/her signature on the instrument the person, or the
entity upon of which the person acted, executed the instrument.

I certify under Penalty of Perjury under the laws of the State of California that the
foregoing paragraph is true and correct.

WITNESS my hand and official seal.

TOMMY GONG, County Clerk-
Recorder and Ex-Officio Clerk of
the Board of Supervisors

By:

Deputy County Clerk-Recorder

(SEAL)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
COUNTY OF SAN LUIS OBISPO)

On _____, 20__, before me, _____,
Notary Public, personally appeared _____,
who proved to me on the basis of satisfactory evidence, to be the person(s) whose
name(s) is/are subscribed to the within instrument and acknowledged to me that
he/she/they executed the same in his/her/their authorized capacity(ies), and that by
his/her/their signature(s) on the instrument the person(s) or the entity upon behalf of
which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the
foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature_____

(SEAL)

**EXHIBIT B-1
TO EASEMENT AGREEMENT**

SERVIENT TENEMENT LEGAL DESCRIPTION

Real property in the unincorporated area of Cambria, County of San Luis Obispo, State of California, described as follows:

A parcel of land being that portion of Rancho Santa Rosa, San Luis Obispo County, State of California described in the Deed from Union Oil Company of California to Lions Club of Cambria recorded in Volume 698 of Official Records at Page 114 on February 17, 1953 in the office of the County Recorder of San Luis Obispo, said parcel is more particularly described as follows:

Beginning at a concrete monument distant South 23° 24' 53" West, 42.13 feet from Station 47+30.60 on the centerline of County Road #22044 (formerly State Highway Route 1), said point of beginning being in the Southerly line of the County Road right-of-way at the Northerly terminus of the course called "North 21° 27' East, 145.33 feet" in the above mentioned deed; thence from said point of beginning South 45° 31' 15" West, 163.30 feet to a point in the Northerly line of the presently existing (1973) State Highway right-of-way line. The preceding course is identical to that course recited in Resolution #68-456 by the County Board of Supervisors in which Cambria Lions Club grants a parcel of land to County of San Luis Obispo. Thence continuing along said State Highway right-of-way line North 44° 28' 45" West, 141.00 feet to a point; thence leaving said right-of-way line and running at right angles thereto N 45° 31' 15" East, to its inter-section with said Southerly right-of-way line of County Road #22044; thence running Southeasterly to the point of beginning.

APN: 022-251-020

**EXHIBIT B-2
TO EASEMENT AGREEMENT**

EASEMENT AREA LEGAL DESCRIPTION

Real property in the unincorporated area of Cambria, County of San Luis Obispo, State of California, described as follows:

A portion of the Rancho Santa Rosa in the County of San Luis Obispo, State of California described in the deed to the County of San Luis Obispo recorded June 28, 1973 in Volume 1731 of Official Records at Page 959 in the Recorder's Office of said County being more particularly described as follows:

A strip of land 5.00 feet in width being parallel with and measured at right angles to the northwest line of the parcel described in said deed and lying southeasterly of said northwest line.

Portion of APN: 022-251-020



Douglas A. Rein

**EXHIBIT B-3
TO EASEMENT AGREEMENT**

DOMINANT TENEMENT LEGAL DESCRIPTION

Real property in the unincorporated area of Cambria, County of San Luis Obispo, State of California, described as follows:

Parcel 1:

That portion of the Rancho Santa Rosa, in the County of San Luis Obispo, State of California described as follows:

Beginning at the most westerly corner of that parcel of land conveyed to the County of San Luis Obispo by deed filed in book 1731, page 961 of Official Records in the office of the County Recorder of said County; thence north $42^{\circ} 44' 36''$ east along the northwesterly line of the land described in deed to the County of San Luis Obispo to the north corner thereof, also being a point on the southerly right of way line of California State Highway No. 1 as said southerly line was described in the deed to the State of California recorded July 27, 1932 in book 125, page 438 of Official Records; thence along said right of way line north $51^{\circ} 04' 20''$ west, 60.45 feet to an iron pipe tagged R.C.E. 23571; thence south $42^{\circ} 45' 43''$ west, 149.32 feet to an iron pipe tagged R.C.E. 23571 set in the northwest right of way line of State Route 1 described in the deed to the State of California recorded January 18, 1961 in book 1103, page 357 of Official Records; thence south $47^{\circ} 15' 24''$ east, 60.36 feet along said State highway right of way line to the point of beginning.

Parcel 2:

That portion of the Rancho Santa Rosa, in the County of San Luis Obispo, State of California, described as follows:

A strip of land 5' wide lying immediately adjacent and contiguous to Parcel 1 above, along the entire northwesterly boundary of said Parcel 1.

APN: 022-251-019

TO BE RECORDED AND WHEN RECORDED RETURN TO:

MUNICIPAL FINANCE THE CORPORATION
2945 Townsgate Road, Suite 200
Westlake Village, CA 91361

SPACE ABOVE THIS LINE FOR RECORDER'S USE

THIS TRANSACTION IS EXEMPT FROM CALIFORNIA DOCUMENTARY TRANSFER TAX
PURSUANT TO SECTION 11922 OF THE CALIFORNIA REVENUE AND TAXATION CODE.
THIS DOCUMENT IS EXEMPT FROM RECORDING FEES PURSUANT TO SECTION 27383 OF
THE CALIFORNIA GOVERNMENT CODE.

=====

LEASE AGREEMENT

Dated as of November 3, 2017

Between

CAMBRIA COMMUNITY SERVICES DISTRICT

and

PUBLIC PROPERTY FINANCING CORPORATION OF CALIFORNIA

=====

LEASE AGREEMENT #17-003

This LEASE AGREEMENT dated as of November 3, 2017 (this "Lease") is by and between PUBLIC PROPERTY FINANCING CORPORATION OF CALIFORNIA, a nonprofit public benefit corporation duly organized and operating under the laws of the State of California (the "Corporation") as sublessor and CAMBRIA COMMUNITY SERVICES DISTRICT, a community services district duly organized and existing under the laws of the State of California (the "District") as sublessee.

RECITALS:

WHEREAS, the District deems it essential for its own governmental purpose to finance the acquisition and improvement of certain real property (the "Site"); and

WHEREAS, the District's governing body has determined that it is in the best interests of the District and for the common benefit of the citizens it serves to finance the Site by leasing to the Corporation the Site pursuant to a site lease dated as of the date hereof (the "Site Lease") and recorded concurrently herewith and leasing back from the Corporation the Site pursuant to the terms of this Lease; and

WHEREAS, it is intended that this Lease be treated as a tax-exempt obligation of the District for federal income tax purposes;

WHEREAS, the District and the Corporation agree to mutually cooperate now and hereafter, to the extent possible, in order to sustain the intent of this agreement and the bargain of both parties hereto.

WITNESSETH:

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, the parties hereto agree as follows:

SECTION 1. Lease; No Merger. The Corporation hereby subleases to the District, and the District hereby subleases and hires from the Corporation the Site including any real property improvements now or hereafter affixed thereto in accordance with the provisions herein for the full term of the Lease. Hereinafter, reference to the Corporation means the Corporation and the Corporation's assigns for those rights, interests and obligations that may be assigned by the Corporation.

The subleasing by the Corporation to the District of the Site, as described in Exhibit A of this Lease, shall not effect or result in a merger of the District's subleasehold estate pursuant to this Lease and its fee estate as lessor under the Site Lease, and the Corporation shall

continue to have and to hold a leasehold estate in the Site pursuant to the Site Lease throughout the term thereof and the term of this Lease. As to said Site, this Lease shall be deemed and constitute a sublease.

SECTION 2. Term. The terms and conditions of this Lease shall become effective upon the authorized execution of this Lease by the parties hereto. The rental term of the Site subleased hereunder commences and terminates on the dates specified in Exhibit B unless the term of this Lease is extended as provided in this Section. If on the scheduled date of termination of this Lease the Rental Payments shall not be fully paid, or provision therefor made, or if such Rental Payments shall have been abated at any time and for any reason, then the term of this Lease shall be extended until the date upon which all such Rental Payments shall be fully paid, except that the term of this Lease shall in no event extend beyond November 3, 2037.

SECTION 3A. Representations, Covenants and Warranties of the District. The District represents, covenants and warrants to the Corporation that:

(a) The District is a community services district and political subdivision, duly organized and existing under the Constitution and laws of the State of California with authority to enter into this Lease and the Site Lease and to perform all of its obligations hereunder and thereunder.

(b) The District's governing body has duly authorized the execution and delivery of this Lease and the Site Lease and further represents and warrants that all requirements have been met and procedures followed to ensure their enforceability.

(c) The execution, delivery and performance of this Lease and the Site Lease do not and will not result in any breach of or constitute a default under any indenture, mortgage, contract, agreement or instrument to which the District is a party by which it or its property is bound.

(d) There is no pending or, to the knowledge of the District, threatened action or proceeding before any court or administrative agency which will materially adversely affect the ability of the District to perform its obligations under this Lease and the Site Lease.

(e) The District has complied with all public bidding laws or provisions of the California Public Contract Code applicable to the acquisition and construction of the Project.

(f) The Site is essential to the District in the performance of its governmental functions and its estimated useful life to the District exceeds the term of this Lease.

(g) Within two hundred seventy (270) days of the end of each fiscal year of the District during the term hereof, the District shall provide the Corporation with a copy of its audited financial statements for such fiscal year.

SECTION 3B. Budget and Appropriation. The District shall take such action as may be necessary to include all rental payments in its annual budget and annually to appropriate an amount necessary to make such rental payments. During the term of this Lease, the District will furnish to the Corporation, if so requested, copies of each proposed budget of the District within thirty (30) days after it is filed and of each final budget of the District within thirty (30) days after it is printed. The covenants on the part of the District shall be deemed and construed to be duties imposed by law and it shall be the duty of each and every public official of the District to take such action and do such things as are required by law in the performance of the official duty of such officials to enable the District to carry out and perform the covenants and agreements in this Lease agreed to be carried out and performed by the District.

SECTION 4. Representations and Warranties of the Corporation. The Corporation represents and warrants to the District that:

(a) The Corporation is a nonprofit public benefit corporation duly organized, validly existing and in good standing under the laws of the State of California, with full corporate power and authority to lease and own real and personal property. The Corporation has been organized for the purpose of assisting public agencies in obtaining financing for capital improvement projects.

(b) The Corporation has full power, authority and legal right to enter into and perform its obligations under this Lease and the Site Lease, and the execution, delivery and performance of this Lease and the Site Lease have been duly authorized by all necessary corporate actions on the part of the Corporation and do not require any further approvals or consents.

(c) The execution, delivery and performance of this Lease and the Site Lease do not and will not result in any breach of or constitute a default under any indenture, mortgage, contract, agreement or instrument to which the Corporation is a party by which it or its property is bound.

(d) There is no pending or, to the knowledge of the Corporation, threatened action or proceeding before any court or administrative agency which will materially adversely affect the ability of the Corporation to perform its obligations under this Lease and the Site Lease.

(e) The Corporation will not mortgage or encumber the Site or the Lease or assign this Lease or its rights to receive rental payments hereunder, except as permitted herein.

SECTION 5. Reserved

SECTION 6. Deposit of Moneys. The Corporation shall cause the deposit of the sum of \$570,000.00 (the "Site Lease Payment") as directed by the District, the date of such deposit to be the commence date of this Lease (the "Closing Date").

SECTION 7. Rental Payments. THE DISTRICT SHALL PAY TO THE CORPORATION RENTAL PAYMENTS (the "Rental Payments") IN THE AMOUNTS AND AT THE TIMES SET FORTH IN EXHIBIT B, AT THE OFFICE OF THE CORPORATION OR TO SUCH OTHER PERSON OR AT SUCH OTHER PLACE AS THE CORPORATION MAY FROM TIME TO TIME DESIGNATE IN WRITING TO THE DISTRICT. Should the District fail to pay any part of the Rental Payments herein within fifteen (15) days from the due date thereof, the District shall upon the Corporation's written request, pay interest on such delinquent Rental Payment from the date said Rental Payment was due until paid at the rate of twelve percent (12%) per annum or the maximum legal rate, whatever is less. The District shall pay Rental Payments exclusively from legally available funds, in lawful money of the United States of America, to the Corporation. The obligation of the District to pay the Rental Payments hereunder shall constitute a current expense of the District and shall not in any way be construed to be a debt of the District in contravention of any applicable constitutional or statutory limitations or requirements concerning the creation of indebtedness by the District, nor shall anything contained herein constitute a pledge of the general tax revenues of the District. Except as specifically provided in Section 9, the obligation of the District to pay the Rental Payments will be absolute and unconditional in all events, and will not be subject to set-off, defense, abatement, reduction, counterclaim, or recoupment for any reason whatsoever.

SECTION 8. Fair Rental Value. Rental Payments shall be paid by the District in consideration of the right of possession of, and the continued quiet use and enjoyment of, the Site during each rental period. The parties hereto have agreed and determined that such total rental is not in excess of the fair rental value of the Site. In making such determination, consideration has been given to the fair market value of the Site, other obligations of the parties under this Lease (including but not limited to costs of maintenance, taxes and insurance), the uses

and purposes which may be served by the Site and the benefits therefrom which will accrue to the District and the general public, and the ability of the District to make additions, modifications and improvements to the Site and to replace the Site.

SECTION 9. Rental Abatement. Rental Payments due hereunder with respect to the Site shall be subject to abatement during any period in which, by reason of material damage to or destruction of the Site, or by reason of eminent domain proceedings, there is substantial interference with the use and right of possession by the District of the Site or any substantial portion thereof. For each potential incident of substantial interference, decisions to be made on i) whether or not abatement shall apply; ii) the date upon which abatement shall commence; iii) the applicable portion of Rental Payments to be abated and; iv) the concluding date of the abatement period shall all be subject to determinations by the District in concert with the provider of the insurance issued pursuant to Section 19 herein. The amount of rental abatement shall be such that the Rental Payments paid by the District during the period of Site restoration do not exceed the fair rental value of the usable portions of the Site. The actual amount of Rental Payments paid by the District shall be conclusive as to its fair value. In the event of any damage or destruction to the Site, this Lease shall continue in full force and effect.

SECTION 10. Security Interest. As security for the payment of all of the District's obligations hereunder, the District hereby grants the Corporation, its successors and assigns, a security interest in the Project Fund and all proceeds thereof. The District agrees to execute such additional documents, including financing statements, and authorizes the Corporation to file such financing statements, which the Corporation deems necessary or appropriate to establish, perfect and maintain the Corporation's security interest.

SECTION 11. Use of Site. Except as provided in Sections 12 and 24, during the term of this Lease, the Corporation shall not take any action to prevent the District's quiet use and enjoyment of the Site without suit, trouble or hindrance from the Corporation or its assigns. The District will not use, operate or maintain the Site improperly, carelessly, in violation of any applicable law or in a manner contrary to that contemplated by this Lease. The District shall obtain all permits and licenses, if any, necessary for the operations on the Site. In addition, the District agrees to comply in all respects with all laws of all jurisdictions involving the Site; provided, however, that the District may contest in good faith the validity or application of any such law or rule in any reasonable manner which does not, in the opinion of the Corporation, adversely affect the estate of the Corporation in and to the Site or its interest or rights under this Lease.

SECTION 12. Corporation's Inspection/Access to the Site. The District agrees that the Corporation, the Corporation representatives and the Corporation's successors or assigns, shall have the right at all reasonable times to enter upon the Site to examine and inspect the Site. The District further agrees that the Corporation, any the Corporation representative, and the Corporation's successors or assigns shall have such rights of access to the Site as may be reasonably necessary to cause the proper maintenance of the Site in the event of failure by the District to perform its obligations hereunder.

SECTION 13. Disclaimer of Warranty. THE CORPORATION MAKES NO WARRANTY OR REPRESENTATION, EITHER EXPRESS OR IMPLIED, AS TO THE VALUE OR FITNESS OF THE SITE FOR ITS INTENDED USE OR ANY OTHER REPRESENTATION OR WARRANTY WITH RESPECT TO THE SITE. IN NO EVENT SHALL THE CORPORATION BE LIABLE FOR INCIDENTAL, INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES, IN CONNECTION WITH OR ARISING OUT OF THIS LEASE FOR THE EXISTENCE, FURNISHING, FUNCTIONING OR USE OF THE SITE, EXCEPT FOR THOSE DAMAGES CAUSED BY ITS OWN GROSS NEGLIGENCE OR WILLFUL MISCONDUCT.

SECTION 14. Alterations and Attachments. The District shall have the right, during the term hereof, to make modifications, additions, restorations and other changes to the Site, at the District's cost and expense. All additions and improvements that are made to the Site shall thereafter comprise part of the Site and be subject to this Lease. Separately identifiable trade fixtures or equipment added to the Site by the District remain the property of the District. At the Corporation's request, the District agrees to remove all trade fixtures and equipment and restore the Site to its original condition in the event of failure by the District to perform its obligations hereunder.

SECTION 15. Maintenance and Repairs. The District, at its own cost and expense, shall furnish necessary labor and materials to maintain the Site in good repair, condition, and working order.

SECTION 16. Utilities. The District shall, in its own name, contract for and pay the expenses of all utility services required for the Site, such utilities including all air conditioning, heating, electrical, gas, water, and sewer units. The District shall be liable for payment as well as maintenance of all utility services received.

SECTION 17. Risk of Loss; Damage, Destruction or Condemnation. With the exception of acts resulting from willful misconduct or gross negligence by the Corporation, its agents and representatives, the District hereby assumes and shall bear the entire risk of loss and damage to or condemnation of the Site from any and every cause whatsoever. No loss or damage to the Site or any part thereof shall impair any obligation

of the District under this Lease which shall continue in full force and effect, subject to Section 9 of this Lease. The District waives the benefit of Civil Code Sections 1932(2) and 1933(4) and any and all other rights to terminate this Lease by virtue of any damage or destruction to or condemnation of the Site.

SECTION 18. Physical Damage/Public Liability Insurance. The District shall keep the Site insured, as nearly as practicable, against risk of loss or damage from any peril covered under an "all risk" insurance policy for not less than the full replacement value thereof, and the District shall carry public liability and property damage insurance covering the Site. All said insurance shall be in form and amount and with reputable companies and shall name the Corporation as an additional insured and loss payee. The District shall pay the premiums therefore and deliver certification of said policies to the Corporation. Each insurer shall agree, by endorsement upon the policy or policies issued by it or by independent instrument furnished to the Corporation that it will give the Corporation thirty (30) days' written notice before the policy or policies shall be altered or canceled. The proceeds of such insurance or the proceeds of any condemnation award received with respect to the Site, at the option of the District, shall be applied: (a) toward the replacement, restoration, or repair of the Site, or (b) toward payment of the total remaining obligations of the District hereunder; provided, however, that the District shall be responsible for the amount by which such insurance proceeds or condemnation award are insufficient to satisfy the cost of option (a) or option (b) above, as applicable. Should the District replace, restore, or repair the Site as set out in option (a) above, this Lease shall continue in full force and effect. The District may self-insure up to specified limits as evidenced by a certificate of self insurance to be attached hereto in form and amount acceptable to the Corporation. Any self-insurance program in which the District is a participant shall comply with the provisions under this Lease respecting cancellation and modification and payment of losses to the Corporation as its respective interests may appear. Such self-insurance shall be maintained on a basis which is actuarially sound as established by the District's risk manager or an independent insurance consultant which determination shall be made annually. Any deficiency shall be corrected within sixty (60) days of the District becoming aware of such deficiency.

SECTION 19. Rental Interruption Insurance. The District shall maintain or cause to be maintained at its expense effective on the Closing Date and during the term of this Lease, insurance covering the loss of use of the Site or portions thereof for an amount not less than Rental Payments payable by the District consecutively for a twenty-four (24) month period. This coverage shall insure against abatement of Rental Payments payable by the District that come due hereunder resulting from

the District's loss of use of the Site or any substantial portion thereof and caused by any peril covered under the District's physical damage insurance policy or self-insurance program, as applicable. Such insurance may be maintained in conjunction with or separate from any other similar insurance maintained by the District. The insurance proceeds shall be payable to the Corporation in amounts proportionate to the loss of use of the Site and shall supplement the District's applicable Rental Payments, if any, during the restoration period in sufficient amount to make the Corporation whole during the period of abatement.

SECTION 20. Title Insurance. The District will, at its expense, cause to be provided to the Corporation a California Land Title Association Policy, with endorsement so as to be payable to the Corporation or its assigns, insuring the leasehold interest of the Corporation, with only such exceptions as are approved by the Corporation. The policy or policies shall provide coverage equal to the Site Lease Payment. The title insurance policy or policies shall be issued by a title insurance company licensed to do business in California.

SECTION 21. Liens and Taxes. The District shall keep the Site free and clear of all levies, liens, and encumbrances and shall promptly pay all fees, assessments, charges, and taxes (municipal, state and federal), including personal property taxes, which may now or hereafter be imposed upon the ownership, leasing, renting, sale, possession, or use of the Site, excluding, however, all taxes on or measured by the Corporation's income. The District, at the District's expense and in its name, may in good faith contest any such taxes and other charges and, in the event of any such contest, may permit the taxes or other charges so contested to remain unpaid during the period of such contest and any appeal therefrom unless the Corporation shall notify the District that, in the opinion of counsel to the Corporation, by nonpayment of any such items, the interest of the Corporation in the Site will be materially endangered or the Site or any part thereof will be subject to loss or forfeiture, in which event the District shall pay such taxes or charges or provide the Corporation with full security against any loss which may result from nonpayment, in form satisfactory to the Corporation.

SECTION 22. Indemnity. Subject to California law concerning contribution and enforceability of indemnifications, the District shall indemnify the Corporation against and hold the Corporation harmless from any and all claims, actions, suits, proceedings, costs, expenses, damages, and liabilities, including attorneys' fees, arising out of, connected with or resulting from any acts of omission or commission by the District's employees and agents or claims resulting from incidents or occurrences involving third parties on the Site, including without

limitation, the construction, possession, use or operation of the Site and further, the District agrees, to the extent the law allows, to indemnify the Corporation against and hold the Corporation harmless from and against any and all claims, actions, suits, proceedings, cost, expenses, damages, and liabilities, including attorney's fees, arising out of, connected with or resulting from the clean-up of any hazardous materials or toxic wastes from the Site provided, however, that the District shall not be required to indemnify the Corporation in the event that such liability or damages are caused by the gross negligence or willful misconduct of the Corporation.

SECTION 23. Events of Default. The term "Event of Default", as used in this Lease, means the occurrence of any one or more of the following events: (a) the District fails to make any Rental Payment (or any other payment) within fifteen (15) days after the due date thereof or the District fails to perform or observe any other covenant, condition or agreement to be performed or observed by it hereunder and such failure to either make the payment or perform the covenant, condition or agreement is not cured within ten (10) days after written notice thereof by the Corporation; (b) the Corporation discovers that any statement, representation or warranty made by the District in this Lease, any Exhibit or in any document ever delivered by the District pursuant hereto or in connection herewith is false, misleading or erroneous in any material respect; (c) the District becomes insolvent, is unable to pay its debts as they become due, makes an assignment for the benefit of creditors, applies or consents to the appointment of a receiver, trustee, conservator or liquidator of the District or of all or a substantial part of its assets, or a petition for relief is filed by the District under federal bankruptcy, insolvency or similar laws.

SECTION 24. Remedies. Upon the occurrence of an Event of Default, the Corporation may exercise any and all remedies available pursuant to law or in equity or granted pursuant to this Lease. The Corporation is expressly authorized to enter and re-enter the Site and, in addition, at its option, with or without such entry to terminate this Lease. Upon the occurrence of an Event of Default and notwithstanding any entry or re-entry by the Corporation, the District shall continue to remain liable for the payment of Rental Payments and damages for breach of this Lease and the performance of all conditions herein. Such Rental Payments and damages shall be payable to the Corporation at the time and in the manner set forth in subsections (a) and (b) of this Section:

(a) In the event that the Corporation does not elect to terminate this Lease, the District agrees to and shall remain liable for the payment of Rental Payments at the times and in the amounts set forth in Exhibit "B" and the performance of all conditions herein and shall reimburse the Corporation for any deficiency arising out of the re-

letting of the Site, or, in the event that the Corporation is unable to re-let the Site, then for the full amount of the Rental Payments to the end of the Lease term. The District hereby irrevocably appoints the Corporation as the agent and attorney-in-fact of the District to enter upon and re-let the Site upon the occurrence of an Event of Default by the District. If the Site is re-let to a private operator, the agreement evidencing such re-letting shall conform with the requirements of state and federal law in a manner that will not cause the interest portion of the Rental Payments to become includable in gross income for federal income tax purposes.

(b) Upon the occurrence of an Event of Default and the Corporation elects to terminate this Lease, the Corporation shall give ten (10) days written notice of intention to terminate this Lease. The District shall be relieved of the default if the District complies with all terms of this Lease within said ten (10) day period by remitting to the Corporation all past due payments together with interest thereon at the rate of twelve percent (12%) per annum or the maximum legal rate, whichever is less. In the event of termination of this Lease by the Corporation (and notwithstanding any re-entry upon the Site by the Corporation in any manner whatsoever or the re-letting of the Site), the District nevertheless agrees to pay to the Corporation all costs, loss or damages howsoever arising or occurring as a result of the District's breach of this Lease and the re-letting of the Site, payable at the same time and in the same manner as in the case of payment of Rental Payments. Neither notice to pay Rental Payments or to deliver up possession of the Site given pursuant to law nor any proceeding in unlawful detainer taken by the Corporation shall of itself operate to terminate this Lease. Furthermore, no termination of this Lease on account of default by the District shall be or become effective by operation of law or otherwise, unless and until the Corporation shall have given written notice to the District in accordance with Section 34 hereof of the election on the part of the Corporation to terminate this Lease.

In addition to the remedies set forth above, upon the occurrence of an Event of Default, then the Corporation shall be entitled to proceed to protect and enforce the rights vested in the Corporation by this Lease by such appropriate judicial proceeding as the Corporation shall deem most effectual to protect and enforce any such right, either by suit in equity or by action at law, whether for the specific performance of any covenant or agreement contained in this Lease, or in aid of the exercise of any power granted in this Lease, or to enforce any other legal or equitable right vested in the Corporation by this Lease or by law. The provisions of this Lease and the duties of the District and any of its officers, agents and employees shall be enforceable by the Corporation or its assignee by mandamus or other appropriate suit, action or proceeding in any court of competent jurisdiction.

Without limiting the generality of the foregoing, the Corporation shall have the right:

(a) By action or suit in equity to require the District and any of its officers, agents and employees to account as the trustee of an express trust;

(b) By action or suit in equity to enjoin any acts or things which may be unlawful or in violation of the rights of the Corporation;

(c) By action pursuant to Section 1085 of the California Code of Civil Procedure, or as otherwise provided by law, for the issuance of a writ of mandate enforcing, for the entire balance of the Lease term, the ministerial duty of the District to appropriate and take all other administrative steps necessary for the payment of Rental Payments; and/or

(d) By mandamus or other suit, action or proceeding at law or in equity to enforce the rights of the Corporation against the District and any of its officers, agents and employees to compel performance and compliance with the duties and obligations under the law the covenants and agreements provided herein.

No right or remedy herein conferred upon or reserved to the Corporation is exclusive of any other right or remedy herein, but each shall be cumulative of every other right or remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise, and may be enforced concurrently therewith or from time to time; provided, however, that notwithstanding any provisions to the contrary herein, the Corporation shall not under any circumstances have the right to accelerate the Rental Payments that fall due in future rental periods or otherwise declare any Rental Payments not then in default to be immediately due and payable.

SECTION 25. Non-Waiver. No covenant or condition of this Lease can be waived except by the written consent of the Corporation. Forbearance or indulgence by the Corporation in any regard whatsoever shall not constitute a waiver of the covenant or condition in question. Until performance by the District of said covenant or condition is complete, the Corporation shall be entitled to invoke any remedy available to the Corporation under this Lease or by law or in equity despite said forbearance or indulgence.

SECTION 26. Assignment and Subleasing. The District shall not (a) assign, transfer, pledge, or hypothecate this Lease, the Site, or any part thereof, or any interest therein, or (b) sublet or lend the use of the Site or any part thereof except with the prior written consent of

the Corporation which, in the case of subletting, shall not be unreasonably withheld; provided such subletting shall not affect the tax-exempt status of the interest components of the Rental Payments payable by the District hereunder. No such pledge, assignment, sublease or any other transfer shall in any event affect or reduce the obligation of the District to make the Rental Payments due hereunder. Consent to any of the foregoing prohibited acts applies only in the given instance and is not a consent to any subsequent like act by the District or any other person. The Corporation shall not assign its obligations under this Lease with the exception of its obligation to issue default notices and its obligations pursuant to Section 29. The Corporation may assign its right, title and interest in this Lease, the Rental Payments and other amounts due hereunder and the Site in whole or in part to one or more assignees or subassignees at any time, without the consent of the District. Any such assignment by the Corporation or its assigns shall comply with the requirements of Sections 5950-5955 of the California Government Code. No such assignment shall be effective as against the District unless and until the Corporation shall have filed with the District written notice thereof. The District shall pay all Rental Payments due hereunder pursuant to the direction of the Corporation or the assignee named in the most recent assignment or notice of assignment filed with the District. During the Lease term, the District shall keep a complete and accurate record of all such notices of assignment. Subject to the foregoing, this Lease inures to the benefit of, and is binding upon, the successors and assigns of the parties hereto.

SECTION 27. Substitution of the Site. The District shall have the right, with the prior written consent of the Corporation, to substitute alternate real property for all or any portion of the Site described in Exhibit A hereto under the following conditions:

(1) the District finds (and delivers a certificate to the Corporation setting forth its findings) that the substituted real property (i) has a fair rental value greater than or equal to the Rental Payments being payable by the District pursuant to this Lease and (ii) has an equivalent or greater useful life than the Site (or portion thereof) then existing;

(2) the District provides the Corporation with an opinion of special counsel that such substitution does not cause, in and of itself, the interest components on the Rental Payments to be included in gross income for federal income tax purposes;

(3) upon the substitution of any real property and improvements thereon for all or any portion of the Site then existing, the District and the Corporation shall execute and the District shall record with the office of the county recorder any document necessary to reconvey to the

District the portion of the Site being substituted and to include the substituted real property and/or improvements thereon as all or a portion of the Site; and

(4) the District shall certify that the substituted real property is of the same degree of essentiality to the District as the portion of the Site being replaced.

(5) the District shall obtain a title insurance policy with endorsement so as to be payable to the Corporation for the substituted real property in accordance with Section 20.

All costs and expenses incurred in connection with such substitution shall be borne by the District. Notwithstanding any substitution pursuant to this Section, there shall be no reduction in or abatement of the Rental Payments due from the District hereunder as a result of such substitution.

SECTION 28. Prepayment Option. If the District is not in default of any term, condition or payment specified hereunder, the District may exercise options to prepay this Lease and purchase the Corporation's leasehold interest in the Site in "as-is" and "where-is" condition on the specified dates and for the specified amounts set forth in Exhibit B. Each prepayment option payment specified for a particular date is exclusive of the Rental Payment due on the same date.

SECTION 29. Release of Liens. Upon the District either making all of the Rental Payments scheduled herein or making a prepayment option payment, this Lease and the Site Lease shall terminate and the Corporation, its successors or assigns shall cause (i) the release of any and all liens created under the provisions for this Lease and the Site Lease, and (ii) any other documents required to terminate the Site Lease and this Lease.

SECTION 30. Tax Covenants.

(a) Generally. The District shall not take any action or permit to be taken any action within its control which would cause or which, with the passage of time if not cured would cause, the interest components of the Rental Payments to become includable in gross income for federal income tax purposes.

(b) Private Activity. The District will not take or omit to take any action or make any use of the Site or the Lease Proceeds which would cause this Lease to be a "private activity bond" within the meaning of Section 141 of the Internal Revenue Code of 1986, as amended (the "Code").

(c) Arbitrage. The District will not take any action or omit to take any action which action or omission, if reasonably expected on the date of this Lease, would cause this Lease to be an "arbitrage bond" within the meaning of Section 148 of the Code.

(d) Federal Guarantee. The Rental Payments are not directly guaranteed or indirectly guaranteed in whole or in part by the United States or any agency or instrumentality of the United States so as to cause this Lease to be "federally guaranteed" within the meaning of Section 149(b) of the Code.

(e) Reimbursement Regulations. The Lease Proceeds used for reimbursement of prior expenditures will be made pursuant to and in compliance with Income Tax Regulations Section 1.150-2.

(f) Information Reporting. The District will take or cause to be taken all necessary action to comply with the informational reporting requirement of Section 149(e) of the Code.

(g) Bank Qualified. The District hereby designates this Lease for purposes of paragraph (3) of Section 265(b) of the Code and represents that not more than \$10,000,000 aggregate principal amount of obligations the interest on which is excludable (under Section 103(a) of the Code) from gross income for federal income tax purposes (excluding (i) private activity bonds, as defined in Section 141 of the Code, except qualified 501(c)(3) bonds as defined in Section 145 of the Code and (ii) current refunding obligations to the extent the amount of the refunding obligation does not exceed the outstanding amount of the refunded obligation), including this Lease, has been or will be issued by the District, including all subordinate entities of the District, during calendar year 2017.

(h) Miscellaneous. The District will take no action inconsistent with its expectations stated in the Arbitrage and Tax Certificate and will comply with the covenants and requirements stated therein and incorporated by reference herein.

SECTION 31. Extraordinary Costs. In the case of litigation, the prevailing party shall be entitled to recover from the opposing party all costs and expenses, including attorneys' fees, incurred by the prevailing party in exercising any of its rights or remedies hereunder or enforcing any of the terms, conditions or provisions hereof.

SECTION 32. Severability. If any provision of this Lease shall be held invalid or unenforceable by a court of competent jurisdiction, such holdings shall not invalidate or render unenforceable any other

provision of this Lease, unless elimination of such provision materially alters the rights and obligations embodied in this Lease.

SECTION 33. Entire Agreement. This Lease and Exhibits A and B hereof, the Site Lease and Exhibit A thereof, and any agreements that specifically refer to this Lease and the Site Lease that are duly executed by authorized agents of the parties hereto constitute the entire agreement between the Corporation and the District, and it shall not be further amended, altered, or changed except by a written agreement that is properly authorized and executed by the parties hereto.

SECTION 34. Amendments. This Lease may be amended, or any of its terms modified, with the written consent of the District and the Corporation.

SECTION 35. Notices. Service of all notices under this Lease shall be sufficient if given personally or mailed to the party involved at its respective address hereinafter set forth or at such address as such party may provide in writing from time to time. Any such notice mailed to such address shall be effective when deposited in the United States mail, duly addressed and with postage prepaid. Any change in the addresses noted shall not be binding upon the other party unless preceded by no less than thirty (30) days prior written notice.

SECTION 36. Titles. The titles to the Sections of this Lease are solely for the convenience of the parties and are not an aid in the interpretation thereof.

SECTION 37. Further Assurances and Corrective Instruments. The Corporation and the District agree that they will, from time to time, execute, acknowledge and deliver, or cause to be executed, acknowledged and delivered, such supplements hereto and such further instruments as may be reasonably required for correcting any inadequate or incorrect description of the Site hereby leased or intended so to be or for carrying out the expressed intention of this Lease.

SECTION 38. Execution in Counterparts. This Lease may be executed in several counterparts, each of which shall be original and all of which shall constitute but one and the same instrument.

SECTION 39. Time. Time is of the essence in this Lease and each and all of its provisions.

SECTION 40. Lease Interpretation. This Lease and the rights of the parties hereunder shall be determined in accordance with the laws of the State of California.

IN WITNESS WHEREOF, the parties hereto have caused their authorized agents to execute this Lease on the dates specified below.

PUBLIC PROPERTY FINANCING
CORPORATION OF CALIFORNIA
2945 Townsgate Road, Suite 200
Westlake Village, CA 91361

CAMBRIA COMMUNITY SERVICES DISTRICT
1316 Tamsen Street, Suite 201
Cambria, CA 93428

By _____

By _____

Title _____

Title _____

Date _____

Date _____

EXHIBIT "A"

LEGAL DESCRIPTION

Real property in the unincorporated area of the County of San Luis Obispo, State of California, described as follows:

PARCEL 1:

THAT PORTION OF THE RANCHO SANTA ROSA, IN THE COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA DESCRIBED AS FOLLOWS:

BEGINNING AT THE MOST WESTERLY CORNER OF THAT PARCEL OF LAND CONVEYED TO THE COUNTY OF SAN LUIS OBISPO BY DEED FILED IN BOOK 1731, PAGE 961 OF OFFICIAL RECORDS IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY; THENCE NORTH 42° 44' 36" EAST ALONG THE NORTHWESTERLY LINE OF THE LAND DESCRIBED IN DEED TO THE COUNTY OF SAN LUIS OBISPO TO THE NORTH CORNER THEREOF, ALSO BEING A POINT ON THE SOUTHERLY RIGHT OF WAY LINE OF CALIFORNIA STATE HIGHWAY NO. 1 AS SAID SOUTHERLY LINE WAS DESCRIBED IN THE DEED TO THE STATE OF CALIFORNIA RECORDED JULY 27, 1932 IN BOOK 125, PAGE 438 OF OFFICIAL RECORDS; THENCE ALONG SAID RIGHT OF WAY LINE NORTH 51° 04' 20" WEST, 60.45 FEET TO AN IRON PIPE TAGGED R.C.E. 23571; THENCE SOUTH 42° 45' 43" WEST, 149.32 FEET TO AN IRON PIPE TAGGED R.C.E. 23571 SET IN THE NORTHWEST RIGHT OF WAY LINE OF STATE ROUTE 1 DESCRIBED IN THE DEED TO THE STATE OF CALIFORNIA RECORDED JANUARY 18, 1961 IN BOOK 1103, PAGE 357 OF OFFICIAL RECORDS; THENCE SOUTH 47° 15' 24" EAST, 60.36 FEET ALONG SAID STATE HIGHWAY RIGHT OF WAY LINE TO THE POINT OF BEGINNING.

PARCEL 2:

THAT PORTION OF THE RANCHO SANTA ROSA, IN THE COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

A STRIP OF LAND 5' WIDE LYING IMMEDIATELY ADJACENT AND CONTIGUOUS TO PARCEL 1 ABOVE, ALONG THE ENTIRE NORTHWESTERLY BOUNDARY OF SAID PARCEL 1.

LEGAL DESCRIPTION FOR PARCELS 1 AND 2 IS MADE PURSUANT TO THAT CERTAIN CERTIFICATE OF COMPLIANCE RECORDED JUNE 05, 2017 AS INSTRUMENT NO. 2017-24317 OF OFFICIAL RECORDS.

APN: 022-251-019

LEASE AGREEMENT #17-003 DATED: NOVEMBER 3, 2017

EXHIBIT "B"

RENTAL PAYMENT SCHEDULE

PMT #	Due Date	Rent Payment	To Principal	To Interest	Prepayment Option
1		\$51,051.58	\$28,593.58	22,458.00	
2		51,051.58	29,720.17	21,331.41	
3		51,051.58	30,891.14	20,160.44	
4		51,051.58	32,108.25	18,943.33	
5		51,051.58	33,373.32	17,678.26	423,619.81
6		51,051.58	34,688.23	16,363.35	388,237.82
7		51,051.58	36,054.94	14,996.64	351,461.78
8		51,051.58	37,475.51	13,576.07	313,236.76
9		51,051.58	38,952.04	12,099.54	273,505.68
10		51,051.58	40,486.75	10,564.83	232,209.19
11		51,051.58	42,081.93	8,969.65	189,285.62
12		51,051.58	43,739.96	7,311.62	144,670.86
13		51,051.58	45,463.31	5,588.27	98,298.29
14		51,051.58	47,254.57	3,797.01	50,098.63
15		51,051.58	49,116.30	1,935.28	0.00
TOTALS:		\$765,773.70	\$570,000.00	\$195,773.70	

TO BE RECORDED AND WHEN RECORDED RETURN TO:
MUNICIPAL FINANCE THE CORPORATION
2945 Townsgate Road, Suite 200
Westlake Village, CA 91361

SPACE ABOVE THIS LINE FOR RECORDER'S USE

THIS TRANSACTION IS EXEMPT FROM CALIFORNIA DOCUMENTARY TRANSFER TAX
PURSUANT TO SECTION 11929 OF THE CALIFORNIA REVENUE AND TAXATION CODE.
THIS DOCUMENT IS EXEMPT FROM RECORDING FEES PURSUANT TO SECTION 27383 OF
THE CALIFORNIA GOVERNMENT CODE.

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SITE LEASE

Dated as of November 3, 2017

Between

CAMBRIA COMMUNITY SERVICES DISTRICT

and

PUBLIC PROPERTY FINANCING CORPORATION OF CALIFORNIA

=====

SITE LEASE #17-003

This SITE LEASE dated as of November 3, 2017 (this "Site Lease") is by and between the CAMBRIA COMMUNITY SERVICES DISTRICT, a community services district duly organized and existing under the laws of the State of California (the "District") as lessor and PUBLIC PROPERTY FINANCING CORPORATION OF CALIFORNIA, a nonprofit public benefit corporation organized and operating under the laws of the State of California (the "Corporation") as lessee.

RECITALS:

WHEREAS, the District desires to provide for the acquisition and improvement of certain real property (the "Site"); and

WHEREAS, the District's governing body has determined that it is in the best interests of the District and for the common benefit of the citizens it serves to finance the acquisition and improvement of the Site by leasing to the Corporation the Site and leasing back from the Corporation the Site under a Lease Agreement dated as of the date hereof (the "Lease") and recorded concurrently herewith; and

WITNESSETH:

NOW THEREFORE, for and in consideration of the premises and covenants and conditions hereinafter contained, the parties agree as follows:

SECTION 1. Lease. The District leases to the Corporation, and the Corporation leases from the District, on the terms and conditions set forth herein, the Site situated in the County of San Luis Obispo, State of California, more specifically described in Exhibit "A" attached hereto, including any real property improvements now or hereafter affixed thereto. Hereinafter, reference to the Corporation means the Corporation and the Corporation's assigns for those rights, interests and obligations that may be assigned by the Corporation.

SECTION 2. Term. The term of this Site Lease shall commence as of the Closing Date (as defined in the Lease) and shall remain in full force and effect from such date to and including the expiration date of the term of the Lease unless such term is extended or earlier terminated as hereinafter provided:

(a) If the District exercises its option to prepay the Lease in whole (but not in part) pursuant to Section 28 of the Lease, by paying then-applicable prepayment price set forth in Exhibit "B" of the Lease,

then the term of this Site Lease shall end on the date of such prepayment in whole; or

(b) If prior to the expiration date of the term of the Lease, all Rental Payments under the Lease have been fully paid and retired or provision made for such payment and retirement, the term of this Site Lease shall end ten (10) days thereafter or ten (10) days after written notice to the Corporation, whichever is earlier; provided, however, if the Corporation exercises its option to re-enter and re-let the Site under Section 24 of the Lease, then this Site Lease shall continue in full force and effect to and including November 3, 2037.

SECTION 3. Representations, Covenants and Warranties of the District. The District represents, covenants and warrants to the Corporation that:

(a) The District has good and merchantable fee title to the Site and has authority to enter into and perform its obligations under this Site Lease;

(b) There are no liens or encumbrances on the Site other than encumbrances shown on the policy of title insurance issued on the Closing Date pursuant to Section 20 of the Lease;

(c) All taxes, assessments or impositions of any kind with respect to the Site, except current taxes, have been paid in full;

(d) The Site is properly zoned for the intended purpose and utilization of the Site;

(e) The District is in compliance with all laws, regulations, ordinances and orders of public authorities applicable to the Site;

(f) To the best of the District's knowledge, there is no litigation of any kind currently pending or threatened regarding the Site or the District's use of the Site for the purposes contemplated by this Site Lease and the Lease;

(g) To the best of the District's knowledge, after due inquiry:
 (i) no dangerous, toxic or hazardous pollutants, contaminants, chemicals, waste, materials or substances, as defined in or governed by the provisions of any State or Federal Law relating thereto (hereinafter collectively called "Environmental Regulations"), and also including urea-formaldehyde, polychlorinated biphenyls, asbestos, asbestos containing materials, nuclear fuel or waste, radioactive materials, explosives, carcinogens and petroleum products, or any other waste, material, substance, pollutant or contaminant which would subject the

owner of the Site to any damages, penalties or liabilities under any applicable Environmental Regulation (hereinafter collectively called "Hazardous Substances"), are now or have been stored, located, generated, produced, processed, treated, transported, incorporated, discharged, emitted, released, deposited or disposed of in, upon, under, over or from the Site; (ii) no threat exists of a discharge, release or emission of a Hazardous Substance upon or from the Site into the environment; (iii) the Site has not been used as or for a mine, a landfill, a dump or other disposal facility, industrial or manufacturing facility, or a gasoline service station; (iv) no underground storage tank is now located in the Site or has previously been located therein but has been removed therefrom; (v) no violation of any Environmental Regulation now exists relating to the Site, no notice of any such violation or any alleged violation thereof has been issued or given by any governmental entity or agency, and there is not now any investigation or report involving the Site by any governmental entity or agency which in any way relates to Hazardous Substances; (vi) no person, party or private or governmental agency or entity has given any notice of or asserted any claim, cause of action, penalty, cost or demand for payment or compensation, whether or not involving any injury or threatened injury to human health, the environment or natural resources, resulting or allegedly resulting from any activity or event described in (i) above; (vii) there are not now any actions, suits, proceedings or damage settlements relating in any way to Hazardous Substances, in, upon, under over or from the Site; (viii) the Site is not listed in the United States Environmental Protection Agency's National Priorities List of Hazardous Waste Sites or any other list of Hazardous Substance sites maintained by any federal, state or local governmental agency; and (ix) the Site is not subject to any lien or claim for lien or threat of a lien in favor of any governmental entity or agency as a result of any release or threatened release of any Hazardous Substance.

(h) To the extent permitted by law, the District shall not abandon the Site for the use for which it is currently required by the District and further, shall not seek to substitute or acquire property to be used as a substitute for the uses for which the Site is to be maintained under the Lease, except as provided for in Section 27 of the Lease.

SECTION 4. Representations and Warranties of the Corporation.
The Corporation represents and warrants to the District that:

(a) The Corporation is a nonprofit public benefit the Corporation duly organized, validly existing and in good standing under the laws of the State of California, with full corporate power and authority to lease and own real and personal property. The Corporation has been organized for the purpose of assisting public agencies in obtaining financing for capital improvement projects.

(b) The Corporation has full power, authority and legal right to enter into and perform its obligations under this Site Lease, and the execution, delivery and performance of this Site Lease have been duly authorized by all necessary corporate actions on the part of the Corporation and do not require any further approvals or consents.

(c) The execution, delivery and performance of this Site Lease do not and will not result in any breach of or constitute a default under any indenture, mortgage, contract, agreement or instrument to which the Corporation is a party or by which it or its property is bound.

(d) There is no pending or, to the best knowledge of the Corporation, threatened action or proceeding before any court or administrative agency which will materially adversely affect the ability of the Corporation to perform its obligations under this Site Lease.

SECTION 5. Rental. The Corporation shall pay to the District as and for advance rental hereunder the sum of \$ _____ (the "Site Lease Payment"), on the Closing Date (as defined in the Lease). The Site Lease Payment will be the sole and exclusive rental payable by the Corporation hereunder.

SECTION 6. Purpose. The Corporation shall use the Site solely for the purpose of subleasing the Site back to the District; provided, that upon the occurrence of an Event of Default by the District under the Lease, the Corporation may exercise the remedies provided for in the Lease.

SECTION 7. Termination. The Corporation agrees, upon termination of this Site Lease, (i) to quit and surrender the Site in the same condition as it was upon termination of the Lease, reasonable wear and tear excepted, (ii) to release and reconvey to the District any liens and encumbrances created or caused by the Corporation and (iii) agrees that any permanent improvements and structures existing upon the Site at the time of the termination of this Site Lease shall remain thereon and title thereto shall vest in the District.

SECTION 8. Quiet Enjoyment. Subject to the District's rights of quiet enjoyment to the Site under the Lease, the District covenants and agrees that it will not take any action to prevent the Corporation's quiet enjoyment of the Site during the term hereof; and, that in the event the District's fee title to the Site is ever challenged so as to interfere with the Corporation's right to occupy, use and enjoy the Site, the District will use all governmental powers at its disposal, including the power of eminent domain, to obtain unencumbered fee title to the

Site and to defend the Corporation's right to occupy, use, and enjoy the Site.

SECTION 9. No Liens. The District shall not mortgage, sell, assign transfer or convey the Site or any part thereof to any person during the term of this Site Lease, without the written consent of the Corporation. The District also shall not create or suffer to be created any lien or encumbrance on the Site or any portion thereof without the prior written consent of the Corporation. Nothing herein shall preclude the District from granting utility easements across the Site to facilitate the use and operation of the Site for which it is intended.

SECTION 10. Right of Entry. The District reserves the right for any of its duly authorized representatives to enter upon the Site at any reasonable time to inspect the same or to make any repairs, improvements or changes necessary for the preservation thereof.

SECTION 11. Assignment and Subleasing. The Corporation will not assign or otherwise dispose of or encumber the Site or this Site Lease without the written consent of the District, unless an Event of Default has occurred, in which event the Corporation may use and/or sublease or sell its interest in the Site without consent of the District pursuant to the terms of the Lease.

SECTION 12. No Waste. The Corporation agrees that at all times that it is in possession of the Site it will not commit, suffer or permit any waste on the Site, and it will not willfully or knowingly use or permit the use of the Site for any illegal act or purpose.

SECTION 13. Default. In the event the Corporation shall be in default in the performance of any obligation on its part to be performed under the terms of this Site Lease, which default continues for thirty (30) days following notice and demand for correction thereof to the Corporation, the District may not terminate this Site Lease or the Corporation's right to possession of the Site, but may exercise any and all other remedies granted by law or in equity.

SECTION 14. Eminent Domain. In the event the whole or any part of the Site or the improvements thereon is taken by eminent domain, the financial interest of the Corporation shall be recognized and is hereby determined to be the amount of all Rental Payments then due or past due under the Lease, the next succeeding Rental Payment and the prepayment option price stated in the Lease less any unearned interest as of the date the Corporation receives payment in full. The balance of the award, if any, shall be paid to the District. So long as the District is not in default under the Lease, the District may exercise other options available to it under Section 18 of the Lease.

SECTION 15. Taxes. Except as provided in Section 15 of the Lease, the District covenants and agrees to pay any and all assessments of any kind or character and also all taxes, including possessory interest taxes, levied or assessed upon the Site or the improvements thereon.

SECTION 16. Indemnification. The District covenants and agrees to indemnify and hold the Corporation harmless from and against any and all losses, claims, suits, damages and expenses (including reasonable attorneys' fees) arising out of the condition of the Site, including but not limited to, all costs required to be incurred by the Corporation as a result of any condition described in Section 3, paragraph (g) hereof, whether or not known to the District on the date of execution of this Site Lease.

SECTION 17. Waiver of Personal Liability. All liabilities under this Site Lease on the part of the Corporation are solely liabilities of the Corporation, and the District hereby releases each and every incorporator, member, director and officer of the Corporation of and from any personal or individual liability under this Site Lease. No incorporator, member, director or officer of the Corporation shall at any time or under any circumstances be individually or personally liable for anything done or omitted to be done by the Corporation under this Site Lease.

SECTION 18. Partial Invalidity. If any one or more of the terms, covenants or conditions of this Site Lease shall to any extent be declared invalid, unenforceable, void or voidable for any reason whatsoever by a court of competent jurisdiction, the finding or order or decree of which becomes final, none of the remaining terms, provisions, covenants and conditions of this Site Lease shall be affected thereby, and each provision of this Site Lease shall be valid and enforceable to the fullest extent permitted by law.

SECTION 19. Notices. Any notices or filings required to be given or made under this Site Lease shall be served, given or made in writing upon the District or the Corporation, as the case may be, by personal delivery or registered mail to the respective addresses given below.

SECTION 20. Binding Effect. This Site Lease shall inure to the benefit of and shall be binding upon the District, the Corporation and their respective successors and assigns.

SECTION 21. Amendments, Changes and Modifications. This Site Lease shall not be effectively amended, changed, modified, altered or terminated without the written agreement of the District and the Corporation. This Site Lease may be amended to provide for substitution

of other real property and/or facilities for the Site, or a portion thereof, in accordance with a corresponding amendment to the Lease pursuant to the provisions and requirements of Section 27 of the Lease.

SECTION 22. Execution in Counterparts. This Site Lease may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

SECTION 23. Applicable Law. This Site Lease shall be governed by and construed in accordance with the laws of the State of California.

SECTION 24. Headings. The captions or headings in this Site Lease are for convenience only and in no way define, limit or describe the scope or intent of any provisions or sections of this Site Lease.

IN WITNESS WHEREOF, the parties hereto have executed this Site Lease by their authorized officers as of the dates so indicated under their respective signatures.

PUBLIC PROPERTY FINANCING
CORPORATION OF CALIFORNIA
2945 Townsgate Road, Suite 200
Westlake Village, CA 91361

CAMBRIA COMMUNITY SERVICES DISTRICT
1316 Tamsen Street, Suite 201
Cambria, CA 93428

By _____

By _____

Title _____

Title _____

Date _____

Date _____

EXHIBIT "A"

LEGAL DESCRIPTION

Real property in the unincorporated area of the County of San Luis Obispo, State of California, described as follows:

PARCEL 1:

THAT PORTION OF THE RANCHO SANTA ROSA, IN THE COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA DESCRIBED AS FOLLOWS:

BEGINNING AT THE MOST WESTERLY CORNER OF THAT PARCEL OF LAND CONVEYED TO THE COUNTY OF SAN LUIS OBISPO BY DEED FILED IN BOOK 1731, PAGE 961 OF OFFICIAL RECORDS IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY; THENCE NORTH 42° 44' 36" EAST ALONG THE NORTHWESTERLY LINE OF THE LAND DESCRIBED IN DEED TO THE COUNTY OF SAN LUIS OBISPO TO THE NORTH CORNER THEREOF, ALSO BEING A POINT ON THE SOUTHERLY RIGHT OF WAY LINE OF CALIFORNIA STATE HIGHWAY NO. 1 AS SAID SOUTHERLY LINE WAS DESCRIBED IN THE DEED TO THE STATE OF CALIFORNIA RECORDED JULY 27, 1932 IN BOOK 125, PAGE 438 OF OFFICIAL RECORDS; THENCE ALONG SAID RIGHT OF WAY LINE NORTH 51° 04' 20" WEST, 60.45 FEET TO AN IRON PIPE TAGGED R.C.E. 23571; THENCE SOUTH 42° 45' 43" WEST, 149.32 FEET TO AN IRON PIPE TAGGED R.C.E. 23571 SET IN THE NORTHWEST RIGHT OF WAY LINE OF STATE ROUTE 1 DESCRIBED IN THE DEED TO THE STATE OF CALIFORNIA RECORDED JANUARY 18, 1961 IN BOOK 1103, PAGE 357 OF OFFICIAL RECORDS; THENCE SOUTH 47° 15' 24" EAST, 60.36 FEET ALONG SAID STATE HIGHWAY RIGHT OF WAY LINE TO THE POINT OF BEGINNING.

PARCEL 2:

THAT PORTION OF THE RANCHO SANTA ROSA, IN THE COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

A STRIP OF LAND 5' WIDE LYING IMMEDIATELY ADJACENT AND CONTIGUOUS TO PARCEL 1 ABOVE, ALONG THE ENTIRE NORTHWESTERLY BOUNDARY OF SAID PARCEL 1.

LEGAL DESCRIPTION FOR PARCELS 1 AND 2 IS MADE PURSUANT TO THAT CERTAIN CERTIFICATE OF COMPLIANCE RECORDED JUNE 05, 2017 AS INSTRUMENT NO. 2017-24317 OF OFFICIAL RECORDS.

APN: 022-251-019

TO BE RECORDED AND WHEN RECORDED RETURN TO:
MUNICIPAL FINANCE THE CORPORATION
2945 Townsgate Road, Suite 200
Westlake Village, CA 91361

SPACE ABOVE THIS LINE FOR RECORDER'S USE

THIS DOCUMENT IS EXEMPT FROM RECORDING FEES PURSUANT TO SECTION 27383 OF
THE CALIFORNIA GOVERNMENT CODE.

=====

ASSIGNMENT OF LEASE AND SITE LEASE

Dated as of November 3, 2017

Between

PUBLIC PROPERTY FINANCING CORPORATION OF CALIFORNIA

and

CITIZENS BUSINESS BANK

=====

ASSIGNMENT OF LEASE AND SITE LEASE #17-003

FOR VALUE RECEIVED, PUBLIC PROPERTY FINANCING CORPORATION OF CALIFORNIA (the "Corporation") without recourse does hereby sell, assign, and transfer to CITIZENS BUSINESS BANK (the "Assignee") and its successors and assigns (i) all of its rights, title and interest in and to the Lease Agreement dated as of November 3, 2017 and recorded concurrently herewith between the undersigned as sublessor and CAMBRIA COMMUNITY SERVICES DISTRICT (the "District") as sublessee (hereinafter said lease and any supplements, amendments, annexations, extensions or renewals thereof is referred to as the "Lease") relating to the land and improvements described in Exhibit A and attached hereto (the "Site"), (ii) all moneys, sums and amounts now due or hereinafter to become due under the Lease and (iii) all of the Corporation's rights and interests in the Site Lease dated as of November 3, 2017 and recorded concurrently herewith between the Corporation and the District (the "Site Lease").

The Corporation represents and warrants that it has made no prior sale or assignment of any interest covered hereby; that the Lease and the Site Lease are genuine and in all respects are what they purport to be; that the Assignee shall not be liable for and does not assume responsibility for the performance of any of the covenants, agreements, or obligations specified in the Lease to be kept, paid or performed by the Corporation with exception of the Assignee's obligation to issue notices upon the District's default of the Lease and to convey the Assignee's leasehold interest in the Site and improvements thereon to the District upon the District's exercise of its option to prepay the Lease in conformance with the terms of the Lease. The Corporation further represents and warrants that as of the date this assignment is made, the Lease and the Site Lease are in full force and effect and the District is not in default of any terms thereunder.

The Corporation hereby constitutes and irrevocably appoints the Assignee the true and lawful attorney of the Corporation to demand, receive and endorse payments and to give receipts, releases and satisfactions either in the name of the Assignee or in the name of the Corporation in the same manner and with the same effect as the Corporation could do if this Assignment of Lease and Site Lease had not been made. Within fifteen (15) days after receiving its full bargain, the Assignee shall cause to be released to the District its vested interest in all property subject to the Lease and the Site Lease.

This Assignment of Lease and Site Lease shall be construed and governed in accordance with the laws of the State of California. Any provision of this Assignment of Lease and Site Lease found to be prohibited by law shall be ineffective only to the extent of such prohibition, and shall not invalidate the remainder of this Assignment

of Lease and Site Lease. This Assignment shall be binding upon and inure to the benefit of the parties and their respective successors and assigns.

IN WITNESS WHEREOF, the Assignor has caused this Assignment of Lease and Site Lease to be executed by its authorized agent on the date specified below.

PUBLIC PROPERTY FINANCING CORPORATION OF CALIFORNIA

By _____

Title _____

Date _____

ACKNOWLEDGEMENT OF ASSIGNMENT

The undersigned hereby acknowledges the assignment by PUBLIC PROPERTY FINANCING CORPORATION OF CALIFORNIA over to CITIZENS BUSINESS BANK of that certain Lease Agreement (the "Lease") dated as of November 3, 2017, entered into between PUBLIC PROPERTY FINANCING CORPORATION OF CALIFORNIA as sublessor and the undersigned as sublessee. Further, the undersigned hereby acknowledges the assignment by PUBLIC PROPERTY FINANCING CORPORATION OF CALIFORNIA over to CITIZENS BUSINESS BANK of that certain Site Lease dated as of November 3, 2017 entered into between undersigned as lessor and PUBLIC PROPERTY FINANCING CORPORATION OF CALIFORNIA as lessee.

With respect to the Lease, the undersigned agrees to pay, commencing with the first scheduled Rental Payment, all rentals and moneys due or to become due under said Lease to CITIZENS BUSINESS BANK, 9337 Milliken Avenue, Rancho Cucamonga, CA 91730, Attn: Juan Mercado, and further agrees it shall have no counterclaim or offset against rentals due thereunder as to said Assignee and expressly further agrees that said Assignee shall not (except for the obligations specifically set forth in the foregoing Assignment of Lease and Site Lease) be liable for any of the obligations of the sublessor under said Lease.

IN WITNESS WHEREOF, the District has caused this Acknowledgment of Assignment to be executed by its authorized agent on the date specified below.

CAMBRIA COMMUNITY SERVICES DISTRICT

By: _____

Title: _____

Date: _____

EXHIBIT "A"

LEGAL DESCRIPTION

Real property in the unincorporated area of the County of San Luis Obispo, State of California, described as follows:

PARCEL 1:

THAT PORTION OF THE RANCHO SANTA ROSA, IN THE COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA DESCRIBED AS FOLLOWS:

BEGINNING AT THE MOST WESTERLY CORNER OF THAT PARCEL OF LAND CONVEYED TO THE COUNTY OF SAN LUIS OBISPO BY DEED FILED IN BOOK 1731, PAGE 961 OF OFFICIAL RECORDS IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY; THENCE NORTH 42° 44' 36" EAST ALONG THE NORTHWESTERLY LINE OF THE LAND DESCRIBED IN DEED TO THE COUNTY OF SAN LUIS OBISPO TO THE NORTH CORNER THEREOF, ALSO BEING A POINT ON THE SOUTHERLY RIGHT OF WAY LINE OF CALIFORNIA STATE HIGHWAY NO. 1 AS SAID SOUTHERLY LINE WAS DESCRIBED IN THE DEED TO THE STATE OF CALIFORNIA RECORDED JULY 27, 1932 IN BOOK 125, PAGE 438 OF OFFICIAL RECORDS; THENCE ALONG SAID RIGHT OF WAY LINE NORTH 51° 04' 20" WEST, 60.45 FEET TO AN IRON PIPE TAGGED R.C.E. 23571; THENCE SOUTH 42° 45' 43" WEST, 149.32 FEET TO AN IRON PIPE TAGGED R.C.E. 23571 SET IN THE NORTHWEST RIGHT OF WAY LINE OF STATE ROUTE 1 DESCRIBED IN THE DEED TO THE STATE OF CALIFORNIA RECORDED JANUARY 18, 1961 IN BOOK 1103, PAGE 357 OF OFFICIAL RECORDS; THENCE SOUTH 47° 15' 24" EAST, 60.36 FEET ALONG SAID STATE HIGHWAY RIGHT OF WAY LINE TO THE POINT OF BEGINNING.

PARCEL 2:

THAT PORTION OF THE RANCHO SANTA ROSA, IN THE COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

A STRIP OF LAND 5' WIDE LYING IMMEDIATELY ADJACENT AND CONTIGUOUS TO PARCEL 1 ABOVE, ALONG THE ENTIRE NORTHWESTERLY BOUNDARY OF SAID PARCEL 1.

LEGAL DESCRIPTION FOR PARCELS 1 AND 2 IS MADE PURSUANT TO THAT CERTAIN CERTIFICATE OF COMPLIANCE RECORDED JUNE 05, 2017 AS INSTRUMENT NO. 2017-24317 OF OFFICIAL RECORDS.

APN: 022-251-019

CERTIFICATE OF THE DISTRICT

The undersigned, duly authorized representative of Cambria Community Services District (the "District") as sublessee under that Lease Agreement #17-003 dated as of November 3, 2017 (the "Lease") with Public Property Financing Corporation of California as sublessor, hereby certifies as follows:

1. I have been duly authorized to execute and deliver, on behalf of the District, the Lease and related documents pursuant to a resolution adopted by the District's governing body, which resolution is in full force and effect and has not been amended, modified, supplemented or rescinded as of the date hereof.
2. The District has complied with all agreements and covenants and satisfied all conditions contemplated by the Lease on its part to be performed or satisfied on or before the date hereof.
3. The representations, warranties and covenants of the District contained in the Lease are true and correct in all material respects as of the date hereof, as if made on this date.
4. No litigation is pending or, to the best of my knowledge, threatened (either in state or federal courts) (a) to restrain or enjoin the issuance and delivery of the Lease or the collection of revenues to be used to meet the District's obligations under the Lease; (b) in any way contesting or affecting the authority for the execution or delivery of the Lease, or the validity of the Lease; (c) in any way contesting the existence or powers of the District, as such existence or powers in any way relate to the issuance of the Lease or the District's obligations under the Lease, or (d) could materially adversely affect the financial position of the District.
5. The Site being leased pursuant to the Lease is essential to the function of the District and is immediately needed by the District. Such need is neither temporary nor expected to diminish during the Lease term. The Site is expected to be used by the District for a period in excess of the Lease term.
6. The scheduled Rental Payments for the Site do not exceed the fair rental value of the Site.
7. The District's federal tax identification number is _____.

The meaning of the capitalized terms in this Certificate are the same as those provided in the Lease.

CAMBRIA COMMUNITY SERVICES DISTRICT

By: _____

Title: _____

Date: _____

INCUMBENCY AND SIGNATURE CERTIFICATE

I do hereby certify that I am the duly appointed and acting Secretary/Clerk of the Cambria Community Services District, a political subdivision validly existing under the Constitution and laws of the State of California (the "District"), and that, as of the date hereof, the individual named below is the duly appointed officer of the District holding the office set forth opposite his/her respective name. I further certify that (i) the signature set forth opposite his/her respective name and title is true and authentic and (ii) such officer has the authority on behalf of the District to enter into that certain Lease Agreement #17-003 dated November 3, 2017, between the District and Public Property Financing Corporation of California, and all documents relating thereto.

Name	Title	Signature
_____	_____	_____

IN WITNESS WHEREOF, I have duly executed this certificate hereto this _____ day of _____, _____.

Secretary/Clerk of the Board

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by the Lease Agreement, dated as of November 3, 2017, from the Public Property Financing Corporation of California (the "Corporation"), a nonprofit public benefit the Corporation duly formed and existing under the laws of the State of California, as sublessor, to the Cambria Community Services District (the "District"), a community services district duly organized and existing under the laws of the State of California, as sublessee, is hereby accepted by the undersigned officer on behalf of the District pursuant to authority conferred by resolution of the District adopted by the Board of Trustees on October 26, 2017, and the District consents to recordation thereof by its duly authorized officer.

CAMBRIA COMMUNITY SERVICES DISTRICT

By _____

Title _____

Date _____

SAMPLE ONLY
(PLEASE PREPARE ON COUNSEL'S LETTERHEAD
AND FORWARD 1 ORIGINAL TO ADDRESSEE)

PUBLIC PROPERTY FINANCING CORPORATION OF CALIFORNIA
2945 Townsgate Road, Suite 200
Westlake Village, CA 91361

RE: Lease Agreement dated as of November 3, 2017 by and between PUBLIC PROPERTY FINANCING CORPORATION OF CALIFORNIA, (the "Corporation") as sublessor, and CAMBRIA COMMUNITY SERVICES DISTRICT (the "District") as sublessee.

Ladies and Gentlemen:

I have acted as counsel to the District with respect to the Lease Agreement described above (the "Lease") and in this capacity have reviewed a copy of the executed Lease, the Site Lease dated as of November 3, 2017 (the "Site Lease") and related documents or exhibits attached thereto. Based upon the examination of these and such other documents as I deem relevant, it is my opinion that:

1. The District is a community services district and political subdivision of the state of California (the "State"), duly organized, existing and operating under the Constitution and laws of the State.

2. The District is authorized and has the power under applicable law to enter into the Lease and the Site Lease, and to carry out its obligations thereunder and the transactions contemplated thereby.

3. The Lease and the Site Lease have been duly authorized, approved, executed and delivered by and on behalf of the District, and are valid and binding contracts of the District enforceable in accordance with their terms, except to the extent limited by State and Federal laws affecting remedies and by bankruptcy, reorganization or other laws of general application relating to or affecting the enforcement of creditor's rights.

4. A resolution authorizing the execution and delivery of the Lease and the Site Lease was duly and validly adopted by the governing body of the District on _____ and such resolution has not been amended or repealed and remains in full force and effect.

PUBLIC PROPERTY FINANCING CORPORATION OF CALIFORNIA

RE: Lease Agreement dated as of November 3, 2017 by and between PUBLIC PROPERTY FINANCING CORPORATION OF CALIFORNIA, (the "Corporation") as sublessor, and CAMBRIA COMMUNITY SERVICES DISTRICT (the "District") as sublessee.

(Date)

Page 2

5. There is no litigation, action, suit or proceeding pending or, to the best of my knowledge after due inquiry, threatened before any court, administrative agency, arbitrator or governmental body that challenges the authority of the District to enter into the Lease and the Site Lease or the ability of the District to perform its obligations under the Lease and the Site Lease and the transactions contemplated thereby.

This opinion may be relied upon by Public Property Financing Corporation of California, its successors and assigns.

Dated: _____

Very truly yours,

Please type name and title under signature.

INSURANCE AUTHORIZATION LETTER #17-003

TO: _____ (Insurance Agency)

Attn: _____

RE: Lease Agreement #17-003 dated November 3, 2017 between the undersigned as lessee and PUBLIC PROPERTY FINANCING CORPORATION OF CALIFORNIA as lessor.

The Insurance Requirements listed below are required to cover property described as follows: See attached Exhibit A of Lease Agreement.

Evidence of insurance in the form of a binder or cover letter is acceptable until formal certificates can be issued. Mail this within five (5) working days to:

CITIZENS BUSINESS BANK c/o
PUBLIC PROPERTY FINANCING CORPORATION OF CALIFORNIA
2945 Townsgate Road, Suite 200
Westlake Village, CA 91361

I. BODILY INJURY AND PROPERTY DAMAGE:

- A. \$1,000,000 combined limits (primary plus umbrella) for Bodily Injury and Property Damage Coverage.
- B. Endorsement naming Assignee as an Additional Insured.
- C. Endorsement giving the Assignee thirty (30) days written notice of any cancellation, reduction, or alteration of coverage.
- D. Endorsement stating: "It is understood and agreed that this insurance is primary insurance insofar as it relates to any and all equipment leased from the Bank."

II. PHYSICAL DAMAGE REQUIREMENTS:

- A. All Risk Coverage for not less than \$570,000.00.
- B. Endorsement naming Assignee as Loss Payee.
- C. Endorsement giving Assignee thirty (30) days written notice of any cancellation, reduction, or alteration of coverage.
- D. Endorsement stating: "It is understood and agreed that this insurance is primary insurance insofar as it relates to any and all equipment leased from Assignee."

III. RENTAL INTERRUPTION INSURANCE: (Refer to Section 19 of Lease)

- A. Coverage for abatement of rentals (lease interruptions) for a maximum amount of \$102,103.00 equal to twenty-four (24) months Rental Payments due the Assignee.
- B. Endorsement naming Assignee as loss payee
- C. Coverage may be provided as a separate policy or as a rider to the policy of casualty insurance on the Property.
- D. Coverage to commence on the Closing Date.

The undersigned the District hereby authorizes you to provide the Assignee with Certificates and Endorsements per the above.

CAMBRIA COMMUNITY SERVICES DISTRICT

By _____

Date _____

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.F.**

FROM: Jerry Gruber, General Manager

Meeting Date: October 26, 2017 Subject: DISCUSSION AND CONSIDERATION
TO DECLARE DISTRICT-OWNED
PROPERTIES SURPLUS AND TO
SELL ONE OR MORE OF THEM TO
PAY FOR THE PURCHASE AND
RENOVATION OF THE LIBRARY
BUILDING

RECOMMENDATIONS:

Staff recommends that the Board of Directors discuss and consider whether to declare certain District-owned properties surplus and direct staff to move forward with selling one or more of those properties, so that the proceeds can be used to offset costs related to the purchase and renovation of the former County library building for use as the new District administration offices.

FISCAL IMPACT:

The approximate amount of money that could potentially be realized from the sale of the properties in question will be better estimated once appraisals are obtained.

DISCUSSION:

The CCSD is in the process of purchasing and remodeling the former County library building located at 900 Main Street for use as the District's new administration offices. The estimated total cost to purchase and renovate the library building is approximately \$937,535.

At its September 28, 2017 meeting, the Board of Directors directed staff to provide information related to three properties, so that it could consider declaring them as surplus and sell one or more of them, to offset the costs for the purchase and improvements of the library building with the proceeds of the sales. The proposed properties are the skate park located at 1000 Main Street, the parcel on Van Gordon Creek Road with an abandoned house, and the pocket park next to the post office located at 2284 Center Street. If the Board chooses to pursue the Van Gordon Creek Road property, a smaller parcel would need to be created through the potential creation of a public lot or a lot split to separate it from District utility facilities. Preliminary title reports have been ordered for each property. The Cambria Historical Society has expressed interest in acquiring the pocket park, in order to relocate the historic Cambria Schoolhouse to the property. The size and zoning for the above properties is as follows:

1000 Main Street (APN 013-101-072) – 1.42 acres – Zoned CR (Commercial Retail)
Van Gordon Creek Road (APN 013-051-024) – 105.5 acres – Zoned AG (Agriculture)
2284 Center Street (APN 013-264-021) - .165 acres – Zoned PF (Public Facilities)

If the Board determines it appropriate to declare them as surplus, staff will secure appraisals for the properties and take steps to comply with Government Code Section 54220 et seq., which provides that any State or local agency disposing of surplus land shall, prior to disposing of that property, send a written offer to sell or lease the property to certain governmental agencies, non-profit organizations, and affordable housing sponsors.

Attachments:

- APN 013-101-072 – Parcel Information
- APN 013-051-024 – Parcel Information
- APN 013-264-021 – Parcel Information

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ RICE ___ SANDERS ___ BAHRINGER ___ FARMER ___ WHARTON ___



[Haley Dodson](#)
 [Parcels](#)
 [Staff](#)
 [Assessments](#)
 [Other](#)

Cambria Parcels

Modules	Status	Location	Owner	Assessment
013.101.072	CCSD: Grandfather - Water and Sewer	MAIN ST	CCSD, ACROSS FROM VETS HALL - SURPLUS	0.00

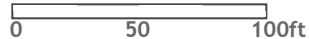
Parcel Editor

Parcel Number: 013.101.072
Status: Active Parcel
Allocation Type: CCSD Owned Parcel
Allocation Usage: Grandfather - Water and Sewer
Partially Retired: No
Com'l EDUs: 3
Status Notes: 3.0 COM`L EDUs WATER & SEWER - CCSD
Street: MAIN ST
Area: DOWNTOWN
Legal: 001.42AC VACANT, ACROSS FROM VET`S, BUILDING, BUILDING
Location Notes:
Owner: CCSD
Add'l Name, Biz: ACROSS FROM VETS HALL - SURPLUS
Address: PO BOX 65
City: CAMBRIA
State: CA
Zip: 93428
Phone:
Phone2:
Fax:
Owner Notes:
Water Available: 0.00
Waste Water Available: 0.00
Fire Benefit Assessment: 0.00
Fuel Hazard Assessment: 0.00
SqFt:
Parcel SqFt: 0
Sprinkler: No
Use Code: A
Assessment Notes:
Owner Occupied: Yes

[Edit](#)



PERMITVIEW



Search Print Map Maximize Results

013-101-072

Parcel - 013-101-072

Property	Lot Info	Hazards
Zoning	History	

Active

Status:	Active
Address:	
Flags:	Cambria Water Emergency Area MS4 Stormwater Area Military Training Route Road Fee Area - North Coast B Stormwater Management Area
Tax Rate Area:	061-037
Tax Codes:	903
Districts:	COAST (SB1537) SAN LUIS OBISPO JT(27,40) CAMBRIA PUBLIC COAST UNIFIED SCHOOL - IMP. NO. 1 CAMBRIA (SB1537 BLO) CAMBRIA COMMUNITY NO. 02 CAMBRIA AREA NO. 21
Community and Planning	Cambria

Base Imagery (new!)

Quick Search

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Layers

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Select a feature to view detail information

Features

Measurement

Instructions

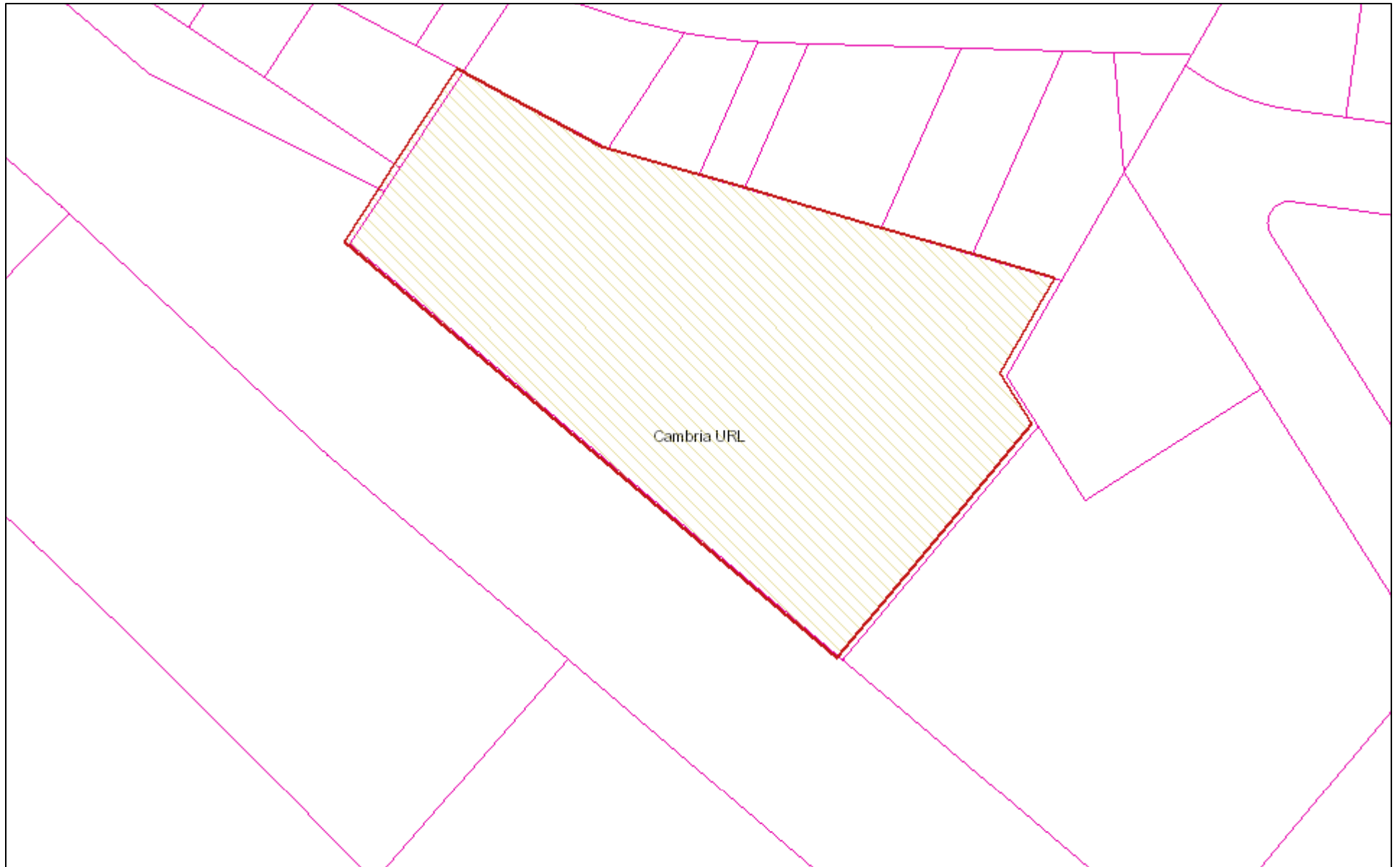
Parcel boundary questions can be answered by Paul Cowdery at 888-217-8999, by visiting www.parcelquest.com or by contacting the Assessor's Office at (805)781-5643.

For other questions contact the Planning Department at (805) 781-5600 or planning@co.slo.ca.us

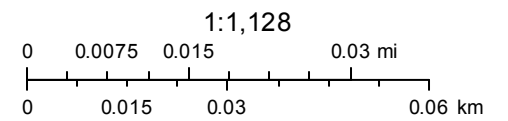
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County of SLO Map



October 11, 2017





[Halley Dodson](#)

[Parcels](#)

[Staff](#)

[Assessments](#)

[Other](#)

Cambria Parcels

Modules	Status	Location	Owner	Assessment
013.051.024	CCSD	990, 1320-1340 SAN SIMEON CK RD	CCSD, RANCH HOUSES	0.00

Parcel Editor

Parcel Number: 013.051.024

Status: Active Parcel

Allocation Type: CCSD Owned Parcel

Allocation Usage:

Partially Retired: No

Com'I EDUs:

Status Notes: OUTSIDE DISTRICT. RANCH HOUSES, WELL& SPRAY FIELDS

Street: 990, 1320-1340 SAN SIMEON CK RD

Area: RANCH HOUSES, WELL & SPRAY FLDS

Legal: OUTSIDE OF DISTRICT

Location Notes:

Owner: CCSD

Add'l Name, Biz: RANCH HOUSES

Address: PO BOX 65

City: CAMBRIA

State: CA

Zip: 93428

Phone: 927-6223

Phone2:

Fax:

Owner Notes:

Water Available: 0.00

Waste Water Available: 0.00

Fire Benefit Assessment: 0.00

Fuel Hazard Assessment: 0.00

SqFt:

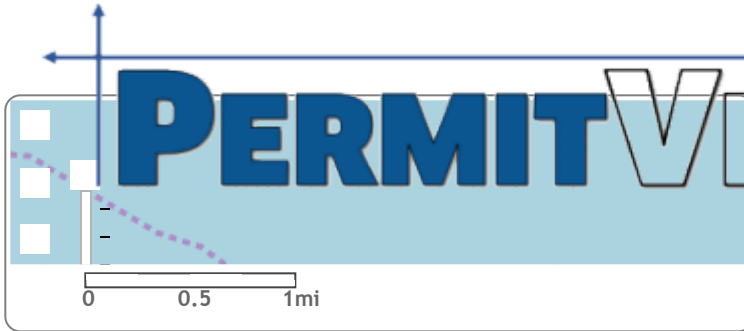
Parcel SqFt: 0

Sprinkler: No

Use Code: X

Assessment Notes:

Owner Occupied: Yes



Maximize Results

013-051-024 PMT2006-01552

Permit - PMT2006-01552 Finaled

Permit Info	Activities	Fees
Conditions	Valuations	

Demolition Single Family Dwelling
 DEMO 3150 SF BARN, 1000 SHED AND 800 SF RESIDENCE

Parcel:	013-051-024
Address:	00990 SAN SIMEON CREEK RD NOCST
Application Date:	12/13/2006
Issued Date:	1/12/2007
Expiration Date:	1/12/2008
Finaled Date:	6/28/2007
Community:	North Coast Planning Area
Planning Area:	North Coast Planning Area
Coastal Zone:	Yes
Staff Assigned:	
Construction Type:	
Occupancy Group:	
Status:	Finaled

Base Imagery (new!)

Quick Search

Search

Layers

Select

SLO County Parcels

Select a feature to view detail information

Features

Measurement

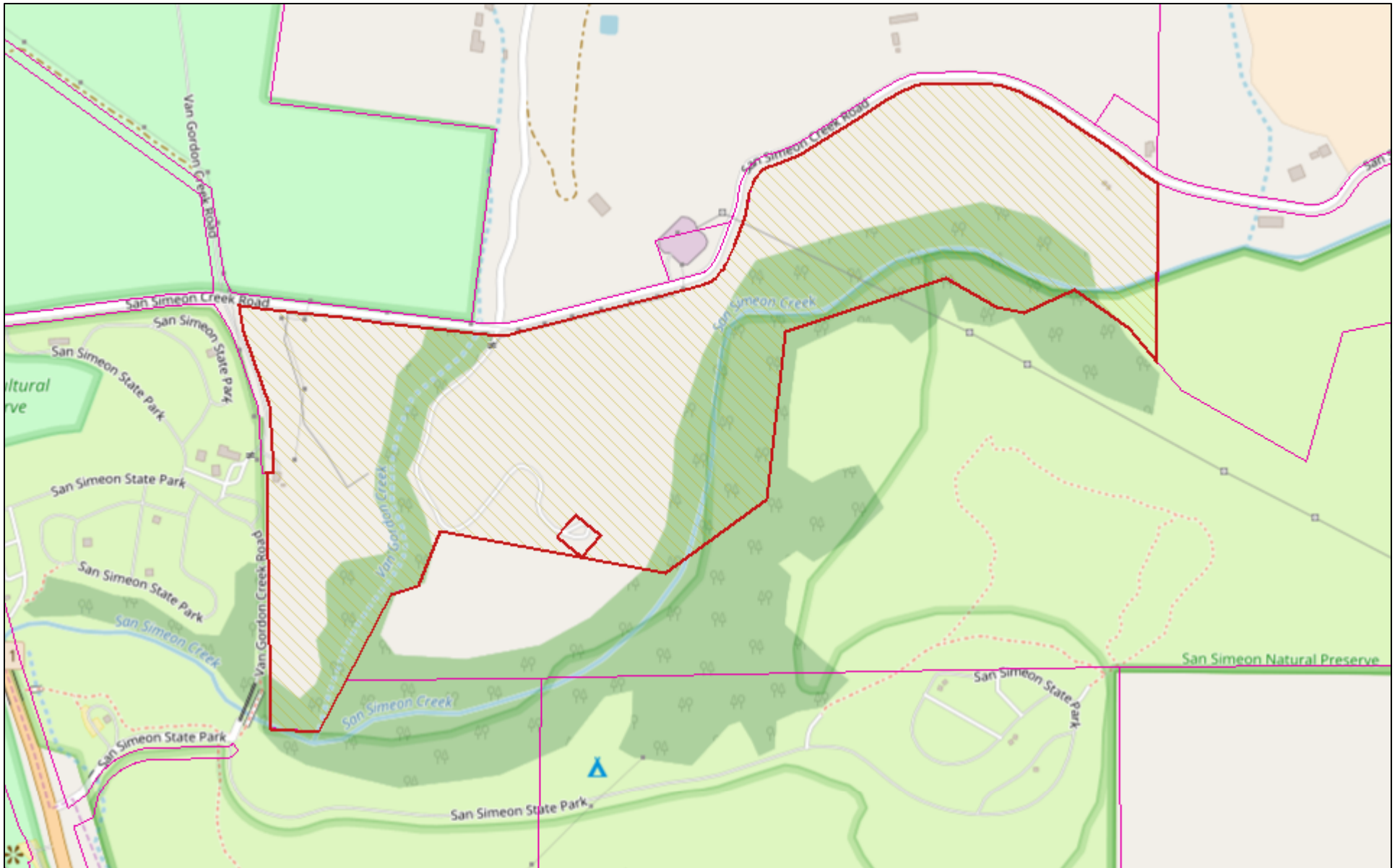
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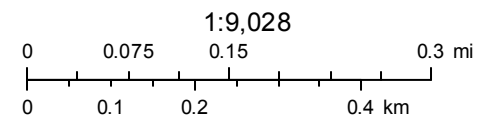
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County of SLO Map



October 11, 2017



County of San Luis Obispo, ParcelQuest
San Luis Obispo County, Parcel Quest, FEMA, USGS, State of California



[Haley Dodson](#)

[Parcels](#)

[Staff](#)

[Assessments](#)

[Other](#)

Cambria Parcels

Modules	Status	Location	Owner	Assessment
013.264.021	CCSD: Grandfather - Water	2284 CENTER ST	CCSD	0.00

Parcel Editor

Parcel Number: 013.264.021

Status: Active Parcel

Allocation Type: CCSD Owned Parcel

Allocation Usage: Grandfather - Water

Partially Retired: No

Com'l EDUs: commercial water

Status Notes: OLD OFFICE SITE

Street: 2284 CENTER ST

Area: EAST VILLAGE

Legal: TN CAMBRIA PTN ABD, ST

Location Notes:

Owner: CCSD

Add'l Name, Biz:

Address:

City:

State:

Zip:

Phone: 927-6223

Phone2:

Fax:

Owner Notes:

Water Available: 0.00

Waste Water Available: 0.00

Fire Benefit Assessment: 0.00

Fuel Hazard Assessment: 0.00

SqFt:

Parcel SqFt: 0

Sprinkler: No

Use Code: X

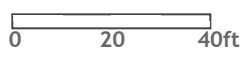
Assessment Notes:

Owner Occupied: Yes



PERMITVIEW

Search Print Map Maximize Results



013-264-021

Parcel - 013-264-021

- Property
- Lot Info
- Hazards
- Zoning
- History
- Cases

Active

Status:	Active
Address:	02284 CENTER ST CAMB
Flags:	Cambria Water Emergency Area MS4 Stormwater Area Military Training Route Road Fee Area - North Coast C Stormwater Management Area
Tax Rate Area:	061-037
Tax Codes:	903
Districts:	COAST (SB1537) SAN LUIS OBISPO JT(27,40) CAMBRIA PUBLIC COAST UNIFIED SCHOOL - IMP. NO. 1 CAMBRIA (SB1537 BLO) CAMBRIA COMMUNITY NO. 02 CAMBRIA

- Base Imagery (new!)
- Quick Search
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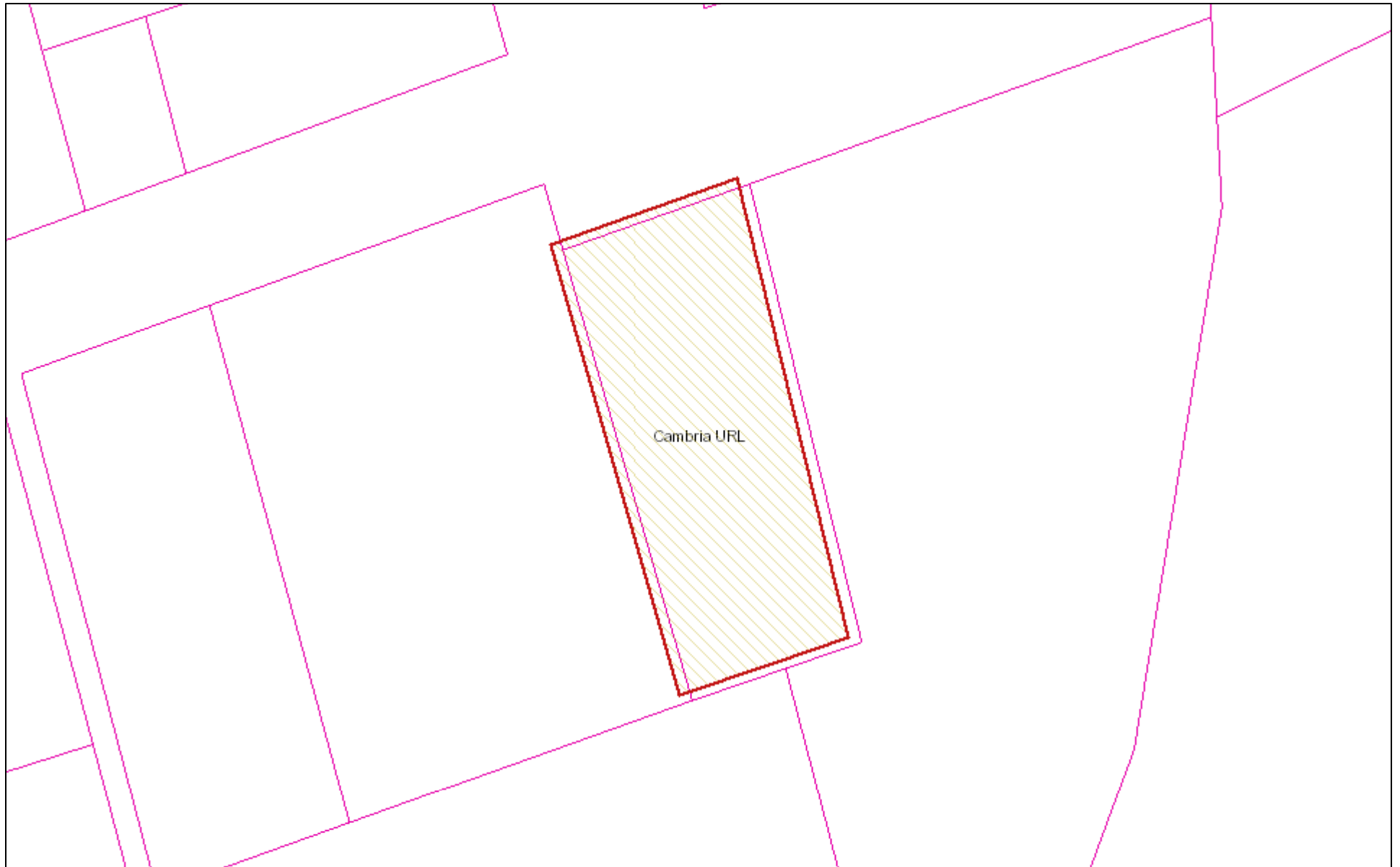
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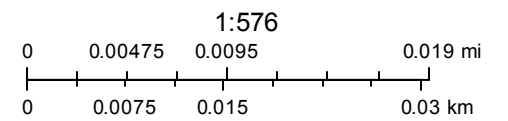
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County of SLO Map



October 11, 2017



CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.G.**

FROM: Amanda Rice, Board President

Meeting Date: October 26, 2017 Subject: DISCUSSION AND CONSIDERATION TO FILL VACANCIES ON AD HOC COMMITTEES AND LIAISON POSITIONS CREATED BY THE RESIGNATION OF MICHAEL THOMPSON

RECOMMENDATIONS:

Staff recommends that the Board of Directors discuss and consider filling the vacancies on the ad hoc committees and liaison positions created by the resignation of former Director Michael Thompson.

FISCAL IMPACT:

No fiscal impacts have been identified related to this agenda item.

DISCUSSION:

As the Board of Directors is aware, on August 24, 2017, Director Michael Thompson announced his resignation from the Board, effective August 31, 2017. Accordingly, it is appropriate for the Board to consider filling former Director Thompson's liaison positions and ad hoc committee appointments. Director Thompson served on the 2017 Fire Department Ad Hoc Committee, Parks, Recreation and Open Space (PROs) Ad Hoc Committee, and as the Cambria Fire Safe Focus Group liaison, and San Simeon CSD liaison.

OPTIONS:

1. Newly appointed Board member fills the vacancies listed above until new committees are assigned in January 2018.
2. Postpone filling the vacancies until Vice-President Sanders' replacement has been appointed (vacant for October and November). Ad Hoc Committees do not have regular meeting schedules, but instead meet "as needed."

CURRENT AD HOC COMMITTEE AND LIAISON POSITIONS:

Finance Ad Hoc Committee: President Rice and Vice President Sanders

Task: Evaluate budget for Fiscal Year 2017-2018, assess fiscal policies and priorities.

Fire Department Ad Hoc Committee: Vice-President Sanders and Vacant

Task: Fire Department.

Infrastructure Ad Hoc Committee: Director Bahringer and Director Farmer

Task: Water Department, Wastewater Department and technology infrastructure (hardware and software) in all departments.

Parks, Recreation and Open Space (PROs) Ad Hoc Committee: Director Bahringer and Vacant

Task: Parks & Recreation and Facilities Departments (including Veterans Memorial Hall).

Water Supply (formerly Sustainable Water Facility Water Permitting & EIR Ad Hoc Committee): President Rice and Vice-President Sanders

Task:

- ✓ Support staff's work on water supply permitting for the Sustainable Water Facility regular Coastal Development Permit and Environmental Impact Report.
- ✓ Review 2015 UWMP and progress on water efficiency program goals.
- ✓ Report to Board and suggest needed policy reviews for consistency.

Information Technology Ad Hoc Committee: President Rice and Director Bahringer

Task: The Technology Ad-Hoc Committee is responsible for pending technology infrastructure issues (hardware and software) in all departments.

Liaison Appointments:

- ✓ North Coast Advisory Council – Director Bahringer
- ✓ Coast Union School District – President Rice
- ✓ Cambria Healthcare District – Vice President Sanders
- ✓ Cambria Forest Committee – Director Farmer
- ✓ Cambria Tourism Board – Director Bahringer
- ✓ Cambria Fire Safe Focus Group – Vacant
- ✓ Friends of Fiscalini Ranch Preserve – Director Farmer
- ✓ San Simeon CSD – Vacant
- ✓ Regulatory and other local, state, or federal agencies – President Rice

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ RICE ___ SANDERS ___ BAHRINGER ___ FARMER ___ WHARTON _____

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.H.**

FROM: Jerry Gruber, General Manager

Meeting Date: October 26, 2017 Subject: DISCUSSION AND CONSIDERATION
OF PROCEDURE TO FILL THE VACANCY
ON THE CCSD BOARD OF DIRECTORS
CREATED BY THE RESIGNATION OF
GREG SANDERS, INCLUDING
CONSIDERATION OF THE FORMATION OF
AN AD HOC COMMITTEE TO DEVELOP
SAID PROCEDURE

RECOMMENDATIONS:

Staff recommends that the Board of Directors discuss and consider the procedure by which the vacancy created by the resignation of Vice President Greg Sanders will be filled or identify, discuss and make any necessary appointment to form an ad hoc committee to develop that procedure.

FISCAL IMPACT:

Miscellaneous costs associated with staff time, document preparation and any necessary research required if an ad hoc committee is appointed.

DISCUSSION:

Vice President Greg Sanders has advised that he is tendering his resignation from the Board, effective as of October 31, 2017. District Counsel has advised that pursuant to Government Code § 1780(c), a vacant office may be filled either by appointment or by calling an election, as further discussed below.

The remaining District Board members may fill the vacancy by appointment. Such appointment must be made within sixty (60) days from the effective date of the vacancy (in this case the appointment must be made by December 30, 2017). A notice of the vacancy must be posted in three (3) or more conspicuous public places within the District at least fifteen (15) days before an appointment is made.

Government Code § 1780(d)(2) states that "If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office." Vice President Sanders was originally appointed to the CCSD Board of Directors on October 19, 2015 to fill the vacancy created by the resignation of Muril Clift. He was re-elected in the

November 8, 2016 General Election, thus the person appointed will only fill the office until the winner of the next General Election, to be held November 6, 2018, is qualified. The winner of that election will then fill the remainder of the term, which expires in December of 2020.

In lieu of making an appointment, the remaining members of the Board may, within sixty (60) days of the effective date of the vacancy, call an election to fill the vacancy. The election shall be held on the next available election date that is one hundred thirty (130) or more days after the vacancy occurs. It should also be noted that if the vacancy is not filled by the Board, or if the Board has not called an election within sixty (60) days of the vacancy, the County Board of Supervisors may fill the vacancy within ninety (90) days of the vacancy or the Board of Supervisors may order the District to call an election to fill the vacancy.

State law does not require any specific procedure when a community services district board of directors seeks to fill a vacancy by appointment. Accordingly, it is appropriate for the Board of Directors to discuss and consider the procedure by which the vacancy created by the resignation of Vice President Sanders will be filled.

The Board of Directors should select a date for a Special Meeting to consider appointment. Staff also will need to post a Notice of Vacancy in order to satisfy the statutory requirement. The Notice of Vacancy will provide that applications are available for those interested in applying for the vacancy, and a date will be set by when such applications will be received. The application packet will be consistent with the packets used for prior Board vacancies.

Alternatively, the Board can appoint an ad hoc committee to develop the procedure by which the vacancy will be filled. The Board President would lead the discussion regarding the appointment of the proposed ad hoc committee.

Attachment: Application for Appointment to CCSD Board of Directors to Fill Vacancy

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ RICE ___ SANDERS ___ BAHRINGER ___ FARMER ___ WHARTON _____

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.1.**

FROM: Jerry Gruber, General Manager
Monique Madrid, District Clerk

Meeting Date: October 26, 2017 Subject: DISCUSSION AND CONSIDERATION TO
ELECT A VICE-PRESIDENT OF THE BOARD
OF DIRECTORS

RECOMMENDATIONS:

1. The President opens nominations for the office of Vice President.
2. Accept nominations from the Board members.
3. Close nominations.
4. Take a vote of those nominated

FISCAL IMPACT: None

DISCUSSION:

Section 1.4 of the Board of Director Bylaws provides the procedure for the election of the President and Vice President annually.

- 1.4 The President and Vice President of the Board shall be elected annually at the first regular meeting in December and the term of office shall commence immediately upon election and continue until replaced.

However, as the Board is aware, Vice President Sanders' resignation will be effective as of October 31, 2017. This will leave the office of the Vice President vacant and, as such, it is appropriate for the Board to elect a new Vice President to fill the remainder of the term until the annual election occurs at the regular meeting in December.

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ RICE___ SANDERS___ BAHRINGER ___ FARMER___ WHARTON_____