

Table of Contents

Agenda	3
General Manager Report	
SR 6 B General Manager Rpt.	5
SR 6 B GM Fin Mgr Rpt.	7
SR 6 B GM Fin Mgr Rpt Vet's Hall Rev	9
SR 6 B GM Fin Mgr Rpt Debt Schedule.	10
SR 6 B GM Fin Mgr Rpt Sch of Cash & Invest	11
SR 6 B GM Fire Chief Rpt	12
SR 6 B GM Fire Stats Rpt Oct 2013	14
SR 6 B GM Fac and Rcs Rpt	15
SR 6 B GM Admin Office Rpt Nov	16
SR 6 B GM Conservation Rpt.	17
SR 6 B GM Util Mgr Rpt.	18
SR 6 B GM Dist Eng Rpt	19
SR 6 B - Attach 1 to Engineers addendum to GM rpt Well Levels Summary.	22
SR 6 B - Attach 2 to Engineers addendum to GM rpt Production.	23
SR 6 B - Attach 3 to Engineers addendum to GM rpt SR Well Levels plot	24
SR 6 B - Attach 4 to Engineers addendum to GM rpt SS statistical plot	25
SR 6 B - Attach 5 to Engineers addendum to GM rpt SS yearly plots	26
SR 6 B - Attach 6 to Engineers addendum to GM rpt SS max min avg plot	27
SR 6 B - Attach 7 to Engineers addendum to GM rpt SS 5 yr max min avg plot.	28
Consideration to Adopt 2014 CCSD Regular Board Meeting Schedule	
SR 7A Consideration to Adopt 2014 Board of Directors Regular Meeting Schedule	29
SR 7 A Attachment Board of Directors Regular Meeting Schedule	30
Consideration to Approve Expenditures for Month of October 2013	
SR 7 B Expenditure Rpt For the Month of October 2013	31
SR 7 B Expenditure Rpt Dept Codes	44
Consideration to Approve Minutes of Board of Directors Regular Meeting of October 24, 2013.	
SR 7 C Draft Minutes Reg Mtg 2013 10 24.	45
Consider Approving Extension of Intent to Serve Letter for San Luis Obispo County, Applicant, APN 022.123.003	
SR 7 D Consider Approving Extension of ITS for SLO Co.	50
SR 7 D Extension Application and Library Letter	52

Consider Adoption of Resolution 43-2013 Approving Wastewater Operator-in-Training Salary Range	
SR 7 E Consider Adoption of Reso 43 2013 to Approve WW OIT Salary Range	54
SR 7 E Resolution 43 2013 Appv WW OIT Salary Range.	55
SR 7 E SEIU Salary Chart Exhibit A to Reso 43-2013	56
Consider Resolution 44-2013 Establishing CCSD Records Retention Schedules	
SR 7 F Consider Reso 44 2013 Establishing CCSD Record Retention Schedule.	57
SR 7 F 07 2011 Establishing CCSD Records Retention Policy	59
SR 7 F Exhibit A to Reso 07 2011 Records Retention Policy	60
SR 7 F Resolution 44 2013 Establishing the CCSD Record Retention Schedule.	65
SR 7 F Exhibit 1 to CCSD Records Retention Policy	67
Cast Ballot Voting for Special District Alternate to Local Agency Formation Commission (LAFCO) Term Expiring December 2017.	
SR 9 A Cast Ballot Voting for Special District Alternate to LAFCO	69
SR 9 A Attachment of Ballot for Alternate LAFCO Special District and Statements.	70
Consider Adoption of Resolution 45-2013 and Introduction of Ordinance 05-2013 Amending Chapter 6.04 of the Cambria Community Services District Municipal Code and Adopting and Amending the 2013 Edition of the California Fire Code, the 2012 Edition of the International Wildland Urban Interface Code	
SR 9 B Consider Adoption of Reso 45 2013 and Introduction of Ord 05 2013 Fire Code Adoption 2013	75
SR 9 B Ordinance 05 2013 Amending Chap 6 04 of CCSD Code.	79
SR 9 B Resolution 45 2013 CCSD Making Findings for Adoption of Amendments to Fire Code	86
SR 9 B Exhibit A to Reso 45 2013 CCSD Fire Code Findings.	88
Consideration of Temporary Extension of Time for Intent to Serve Letter for Pacific Western Bank, APN 024.191.062 (Cambria Pines)	
SR 9 C Consideration of Temporary ITS for Pacific Western Bank.	93



CAMBRIA COMMUNITY SERVICES DISTRICT

REGULAR MEETING

Thursday, November 21, 2013 – 12:30 PM

VETERANS MEMORIAL BUILDING, 1000 MAIN ST., CAMBRIA, CA

AGENDA

This agenda is prepared and posted pursuant to Government Code Section 54954.2. By listing a topic on this agenda, the District's Board of Directors has expressed its intent to discuss and act on each item. In addition to any action identified in the summary description of each item, the action that may be taken by the Board of Directors shall include: a referral to staff with specific requests for information; continuance; specific direction to staff concerning the policy or mission of the item; discontinuance of consideration; authorization to enter into negotiations and execute agreements pertaining to the item; adoption or approval; and disapproval.

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. 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

2. **SPECIAL REPORTS**

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

3. **ACKNOWLEDGMENTS/PRESENTATIONS**

4. **AGENDA REVIEW: ADDITIONS/DELETIONS AND PULLED CONSENT ITEMS**

5. **PUBLIC COMMENT (LIMITED TO 30 MINUTES)**

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.

6. **MANAGER'S AND BOARD REPORTS**

- A. Member and Committee Reports
- B. General Manager Report

7. **CONSENT AGENDA**

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

- A. Consideration to Adopt 2014 CCSD Regular Board Meeting Schedule
- B. Consideration to Approve Expenditures for Month of October 2013
- C. Consideration to Approve Minutes of Board of Directors Regular Meeting of October 24, 2013.
- D. Consider Approving Extension of Intent to Serve Letter for San Luis Obispo County, Applicant, APN 022.123.003
- E. Consider Adoption of Resolution 43-2013 Approving Wastewater Operator-in-Training Salary Range
- F. Consider Resolution 44-2013 Establishing CCSD Records Retention Schedules

8. HEARINGS AND APPEALS

9. REGULAR BUSINESS

- A. Cast Ballot Voting for Special District Alternate to Local Agency Formation Commission (LAFCO) Term Expiring December 2017.
- B. Consider Adoption of Resolution 45-2013 and Introduction of Ordinance 05-2013 Amending Chapter 6.04 of the Cambria Community Services District Municipal Code and Adopting and Amending the 2013 Edition of the California Fire Code, the 2012 Edition of the International Wildland Urban Interface Code
- C. Consideration of Temporary Extension of Time for Intent to Serve Letter for Pacific Western Bank, APN 024.191.062 (Cambria Pines)

10. PUBLIC COMMENT (CONTINUED)

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.

11. FUTURE AGENDA ITEM(S)

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

12. ADJOURN TO CLOSED SESSION

- A. **A. CONFERENCE WITH LABOR NEGOTIATORS pursuant to Government Code §54957.8 Agency Designated Representatives: Shelline Bennett and General Manager Jerry Gruber Employee Organization: Cambria Firefighters/International Association of Firefighters (IAFF) Local 4635**

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6. B.**

FROM: Jerry Gruber, General Manager

Meeting Date: November 21, 2013

Subject: MANAGER'S REPORT

Administration

Listed below is my General Manager's Report for November 21, 2013 in addition to other activities that I am working on with the assistance and support of CCSD Ad Hoc Committees, Staff, and District Counsel.

- Staff continues to work closely on monitoring production records, production well levels and monitoring well levels specifically the WBE well. The wells within the San Simeon aquifer continue rise as of November 4, 2013 the average level in the San Simeon well field was 6.77 feet and the Santa Rosa aquifer SR4 well was at 40.47 feet as of November 4, 2013 also. well level is
- Staff continues to read meters on a monthly basis.
- Staff is in the process of replacing approximately 31 commercial water meters at the Hotels along Moonstone Beach. These meters will have profilers capabilities that will allow staff to download real time minute by minute consumption data onto a lap top computer.
- Staff continues to work collaboratively on choosing the next generation of financial software for the District. The future software will need to be compatible with the current automatic read meters that are currently in inventory and also compatible with the Districts future meters that will be installed.
- I have requested a proposal from Alex Handler of Bartle Wells and Associates regarding a rate study for the District.
- I have contacted the Army Corp of Engineers specifically Colonel Colloton regarding scheduling a meeting to discuss the four water alternatives the Corp is currently working on .Originally we were supposed to meet in December, however the meeting has been moved to January of 2014.
Staff continues to make progress on the Districts records management, records retention and records destruction program. Staff will continue to bring updates regarding certain records to the Board each month over the course of the next year.
- The District is moving forward with several infrastructure repairs and or improvements to include final design ,agreements and appraisals for the sewer line from the SR4 in addition to repairs to Orlando Street sewer laterals, repair and or raising of approximately twenty five man holes that attributed to Intrusion and infiltration during the rainy season, repairs to sewer line on Dover Court, reinforce mechanical joint coupling, emergency by-pass repositioning and replace and install check and plug valves at Lift station B.
- In December I will be bringing to the board a year-end review for all departments outlining the accomplishments for 2013.

- Staff is currently working on a Special District Leadership Foundation program which promotes good governance. We are working toward obtaining our District Transparency Certificate of excellence.

I attended the following meetings and or community events on behalf of the CCSD since CCSD's last Board of Directors' Meeting on October 24, 2013.

- I attended UnLOC annual meeting.
- I attended the San Luis Obispo Grand Jury Tabletop Discussion.
- I attended the Chamber of Commerce Mixer held at Camp Ocean Pines.
- I attended the Bi-Monthly California Special District Association Meeting in San Luis Obispo at the Wallace Group.
- I continue to conduct site visits to include the Fiscalini Ranch.
- I attended the Veterans Day ceremony at the Vets Hall.
- I attended Camp Ocean Pines Board Meeting.

BOARD OF DIRECTORS' MEETING-NOVEMBER 21, 2013
ADDENDUM TO GENERAL MANAGER'S REPORT
FINANCE MANAGER'S REPORT

AUDIT-The CCSD's audited financial statements for the fiscal year ended June 30, 2012 have been posted to the CCSD's website.

BUDGET:

- The Fiscal Year 2013/2014 Operating Budget has been posted to the CCSD website.
- The Fourth Quarter Revenue and Expenditure report for the twelve months ended June 30, 2013 has been posted to the CCSD website.
- The First Quarter Revenue and Expenditure report for the three months ended September 30, 2013 has been posted to the CCSD website.
- An analysis of the revenue from the rental of the Vet's Hall is attached.

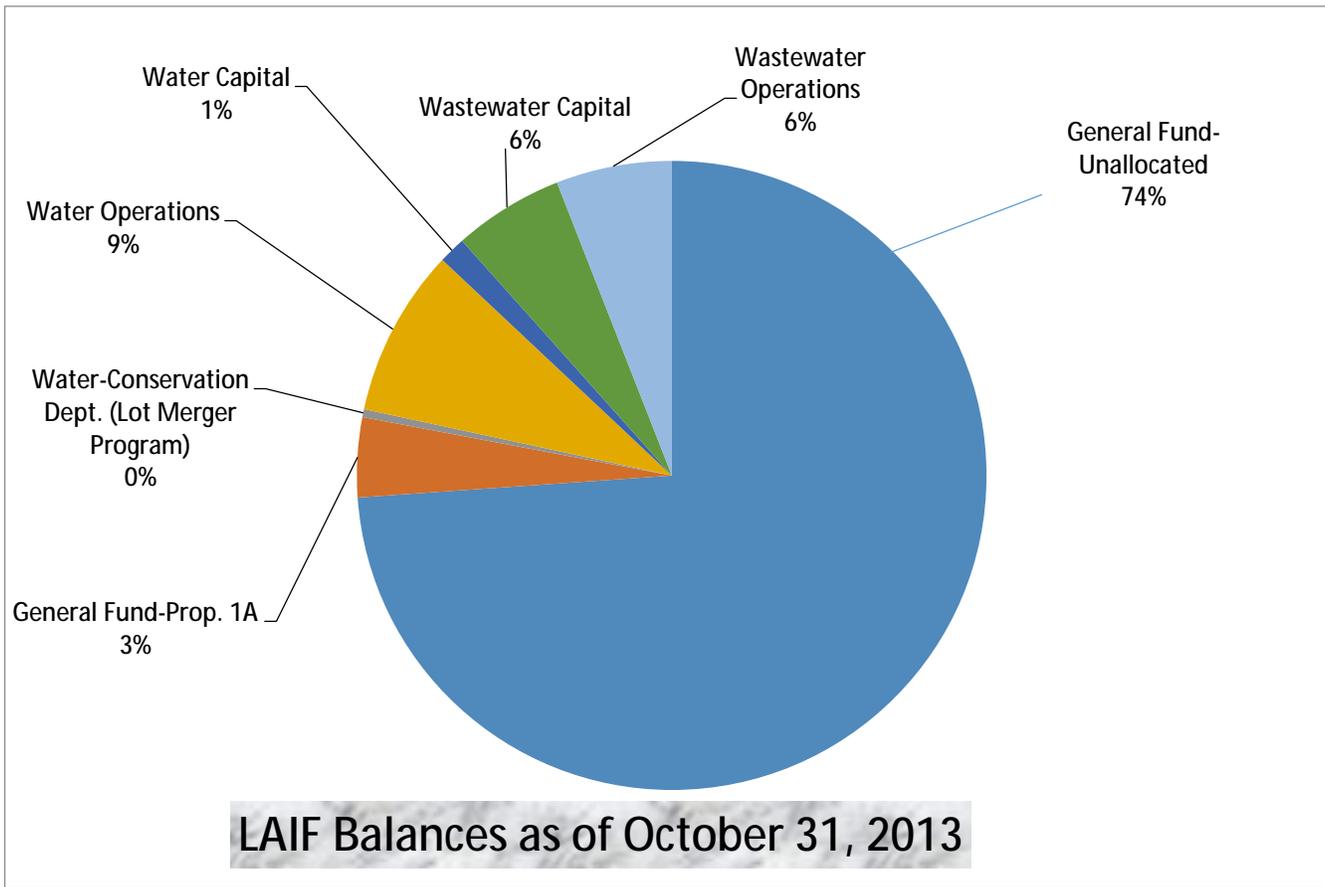
EXPENDITURES-There were no disbursements in excess of \$100,000 during October, 2013.

RESERVES-LAIF BALANCE-The balance in the Local Agency Investment Fund (LAIF) as of October 31, 2013 was \$3,896,528, which includes interest for the period of July-September, 2013 in the amount of \$2,789. The attached Schedule of Cash and Investments Balance indicates how the Cash and Investments balance compares to the prior month's balance as well as for the same month in each of the prior 4 years. Too much emphasis should not be placed on one month's activity; rather the information should be looked at on a trend basis.

The LAIF Balance is made up as follows (restrictions, if applicable, are noted):

<u>FUND</u>	<u>AMOUNT</u>
General	\$ 2,879,033
General (Proposition 1A)	\$ 159,286
Water (Conservation Dept.-Lot Merger Program)	\$ 16,086
Water (Operations)	\$ 335,844
Water (Capital)	\$ 54,056
Wastewater (Capital)	\$ 221,060
Wastewater (Operations)	\$ 231,162

With the exception of the restricted funds to offset a potential future Proposition 1A take-away, final reserve amounts are determined after all other fiscal year activity is recorded, reconciled and audited, although the balances are monitored during the fiscal year to ensure that funds set-aside for specific programs, such as the Lot Merger Program, are not overspent. The above amounts have been updated based on the audit for the fiscal year ended June 30, 2012 with the exception of the Resource Conservation Department's balance (for the Lot Merger Program), which has been updated as of September 30, 2013. The amounts have also been updated for the interest revenue received through October 31, 2013.



INTERNAL LOANS-As of October 31, 2013, the CCSD Board of Directors approved several internal loans to be made out of the General Fund to the Water and Wastewater Funds. To date, all of the costs that were to be paid from the loan proceeds were actually able to be fully paid for out of the Water or Wastewater Funds respectively with the exception of the \$166,000 loan for ACE match requirements. As such, this is the only loan currently outstanding and no additional loans are expected to be required for activity through October 31, 2013.

<u>BORROWING FUND</u>	<u>LOAN AMOUNT AUTHORIZED</u>	<u>COSTS TO DATE</u>	<u>AMOUNT OF LOAN OUTSTANDING TO DATE</u>	<u>PURPOSE OF LOAN</u>
Water	\$ 166,000	\$ 166,000	\$ 157,726	<u>ACE Matching</u>

EXTERNAL LOANS-As of October 31, 2013 the CCSD external debt is as shown per the attachment, including interest rates and prepayment penalty provisions.

**CAMBRIA COMMUNITY SERVICES DISTRICT
ANALYSIS OF VET'S HALL RENT/WAIVER REVENUE**

PERIOD RECEIVED	REGULAR EVENTS	PRIVATE EVENTS	WAIVERS	TOTAL REVENUE
7/1/12-6/30/13	16,039	6,270	1,000	23,309
7/1/11-6/30/12	15,186	3,568	0	18,754
7/1/10-6/30/11	11,961	0	0	11,961
7/1/09-6/30/10	16,884 *	0	0	16,884
7/1/08-6/30/09	25,236	0	0	25,236
7/1/07-6/30/08	31,222	0	0	31,222
7/1/06-6/30/07	27,686	0	0	27,686
AVERAGE	20,602	N/A	N/A	22,150

PERIOD RECEIVED	REGULAR EVENTS	PRIVATE EVENTS	WAIVERS	TOTAL REVENUE
7/1/13-9/30/13	1,901	1,120	500	3,521
7/1/12-9/30/12	3,212	1,303	0	4,515
7/1/11-9/30/11	2,600	0	0	2,600
7/1/10-9/30/10	1,022	0	0	1,022
7/1/09-9/30/09	4,113	0	0	4,113
7/1/08-9/30/08	3,339	0	0	3,339
7/1/07-9/30/07	5,530	0	0	5,530
7/1/06-9/30/06	3,830	0	0	3,830
AVERAGE	2,715	N/A	N/A	3,080

*A major renter discontinued renting at this time.

BOARD OF DIRECTORS' MEETING-NOVEMBER 21, 2013
ADDENDUM TO GENERAL MANAGER'S REPORT
FINANCE MANAGER'S REPORT ATTACHMENT
SCHEDULE OF LONG-TERM DEBT

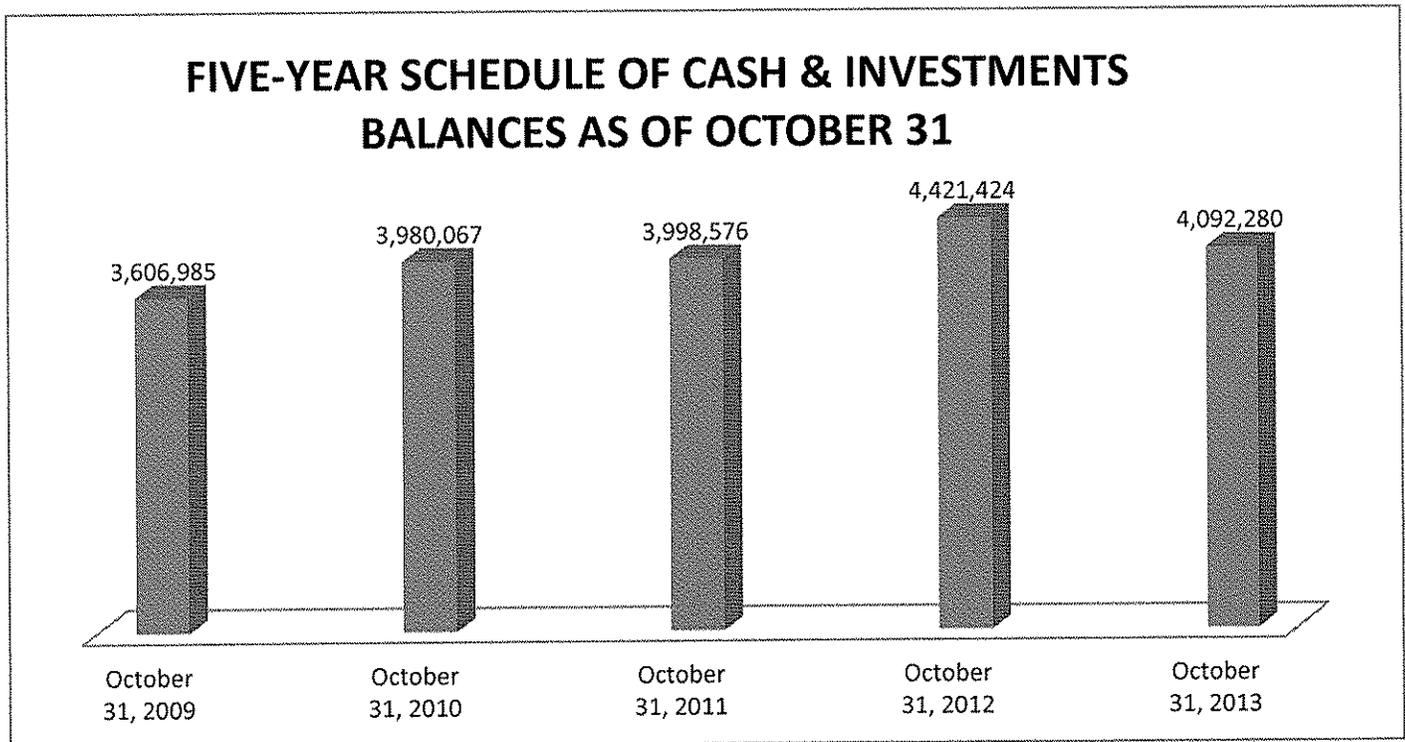
DESCRIPTION>	Bank Note (Funds 2006 Refund of 1995 Bonds)-65% Water	Bank Note (Funds 2006 Refund of 1995 Bonds)-35% Sewer	Bank Note (Funds 2006 Refund of 1999 Bonds)	State Revolving Fund Loan
DEBT HOLDER>	Citizens Bank	Citizens Bank	City National Bank	SWRCB
ORIGINAL PRINCIPAL>	1,233,375.00	664,125.00	2,245,000.00	2,592,324.38
INTEREST RATE>	4.50%	4.50%	4.55%	3.00%
FUND>	Water	Wastewater	Wastewater	Wastewater
DEPARTMENT>	Water	Wastewater	Wastewater	Wastewater
FINAL PAYMENT DATE>	5/1/2015	5/1/2015	9/23/2023	5/28/2016
PRINCIPAL BALANCE @ 11/1/13>	216,190	116,410	1,303,000	492,210
PROJECTED PRINCIPAL PAYMENT(S) FFY 2013/2014>	174,525	93,975	100,000	159,290
PROJECTED INTEREST PAYMENT(S) FFY 2013/2014>	9,729	5,238	61,561	14,766
PROJECTED BALANCE @ 6/30/14**>	41,665	22,435	1,303,000	332,920
PROJECTED PRINCIPAL PAYMENT(S) FFY 2014/2015>	41,665	22,435	109,000	164,069
PROJECTED INTEREST PAYMENT(S) FFY 2014/2015>	1,875	1,010	56,807	9,987
PROJECTED BALANCE @ 6/30/15**>	0	0	1,194,000	168,851
PROJECTED PRINCIPAL PAYMENT(S) FFY 2015/2016>	0	0	109,000	168,851
PROJECTED INTEREST PAYMENT(S) FFY 2015/2016>	0	0	51,847	5,066
PROJECTED BALANCE @ 6/30/16**>	0	0	1,085,000	0
PROJECTED PRINCIPAL PAYMENT(S) FFY 2016/2017>	0	0	114,000	0
PROJECTED INTEREST PAYMENT(S) FFY 2016/2017>	0	0	46,773	0
PROJECTED BALANCE @ 6/30/17**>	0	0	971,000	0
PROJECTED INTEREST PAYMENTS FFY 13/14-16/17>	11,603	6,248	216,988	29,819
AVERAGE ANNUAL TOTAL (P+I) PAYMENT(S)*>	184,254	99,213	162,247	174,010
PREPAYMENT PENALTY>	Yes-1%	Yes-1%	Yes-Not allowed until 10/1/13, 3% from 10/1/13-4/1/16, 2% from 10/1/16-4/1/20, none after 10/1/20	No

*Average is based on years with a balance outstanding for the entire year. Payoff years are excluded if final amount is less than normal.

**Presumes all scheduled payments are timely made.

**BOARD OF DIRECTORS' MEETING-NOVEMBER 21, 2013
ADDENDUM TO GENERAL MANAGER'S REPORT
FINANCE MANAGER'S REPORT ATTACHMENT
SCHEDULE OF CASH & INVESTMENTS BALANCE**

PERIOD ENDING	BALANCE	INCREASE/ (DECREASE FROM PRIOR YEAR	INCREASE/ (DECREASE FROM BASE PERIOD (October 31, 2009)
October 31, 2009	3,606,985	N/A	N/A
October 31, 2010	3,980,067	373,082	373,082
October 31, 2011	3,998,576	18,509	391,591
October 31, 2012	4,421,424	422,848	814,439
October 31, 2013	4,092,280	(329,144)	485,295



PERIOD ENDING	BALANCE	INCREASE/ (DECREASE FROM PRIOR MONTH
September 30, 2013	3,884,466	N/A
October 31, 2013	4,092,280	207,814

NOTES:

BALANCE includes amount on deposit with the LAIF plus Cash in Main Checking Account net of outstanding checks and deposits in transit plus Cash in Overflow Account.

All amounts are based on CCSD records.

BOARD OF DIRECTORS' MEETING NOVEMBER 21, 2013
ADDENDUM TO GENERAL MANAGER'S REPORT
FIRE CHIEF'S REPORT

Response information is attached and represents activities for the month of October 2013. Progress updates and highlights regarding the different programs and services our Department provides are identified below:

Prevention and Education (October 2013)

- **05** residential new and remodel fire plan reviews were completed.
- **06** residential and commercial technical fire inspections were conducted.
- **00** hydrant system flow test.
- **08** engine company commercial fire and life safety inspections were conducted.
- **XX** public education event
- **00** residential smoke detectors were installed and or the batteries changed.

Meetings and Affiliations (October 2013)

- | | | |
|--------------------------------------|---------|--------------------------|
| • SLO County Chiefs Assn Meeting | Oct. 02 | 0900-1300, Cambria |
| • Management Team Meeting | Oct. 08 | 1000-1200, Cambria |
| • Cambria Forest Committee Meeting | Oct. 09 | 1800-2000, Cambria |
| • SLO Fire Safe Council | Oct. 10 | 0900-1300, Avila Beach |
| • Shared Services Ad Hoc Meeting | Oct. 15 | 1530-1700, Cambria |
| • Shared Services JPA Meeting | Oct. 16 | 1400-1600, SLO |
| • CERT Presentation | Oct. 21 | 1830-2100, Cambria |
| • CCHD Board Meeting | Oct. 22 | 1730-2130, Cambria |
| • CCSD Board Meeting | Oct. 24 | 1230-1330, Cambria |
| • Cambria Service Assessment Meeting | Oct. 25 | 1400-1600, Arroyo Grande |
| • Xmas Village Fire and Life Safety | Oct. 31 | 0900-1030, Cambria |

Operations

The Fire Department responded to a residential structure fire on Marine Terrace Saturday November 2nd at about 8:00 p.m. The fire was in a single family home at 1920 Sherwood and was contained to the room of origin by the crew from Cambria Fire 5791 and Cal Fire 3466. There were no injuries and the fire was extinguished quickly with damages estimated at about \$50,000. The cause of the blaze is still under investigation but is not considered to be suspicious.

Fire Department staff has been moving ahead with a modified on shift fire academy for the new recruit reserves that started in September. The new personnel were originally slated to begin a formal two week academy last July but were delayed. The new firefighters have been very adaptable and are proving to be excellent additions to the Department and community.

Preplanning and training is scheduled for the month of November at Hearst Castle. Mutual aid agencies that provide fire response to Hearst Castle will be familiarizing themselves with new comprehensive preplans this month in preparation for tabletop exercises that will culminate with full speed fire response drills at the castle. The preplanning documents represent the work of Greg Bates, a retired L.A. County Fire Officer and current employee at Hearst Castle. The project was over several years in the making and has provided first responders with up to date and comprehensive information about the facility. The preplan manuals in combination with the tabletop exercises and full speed scenarios should provide an enhanced response to the castle.

Prevention

Fire Department staff is currently working with San Luis Obispo County Code Enforcement and the California Coastal Commission to review the Cambria Pines Lodge request to host another Christmas Village event. The Christmas Village event recently came under the control of the Coastal Commission with the Fire Department role being the development of a Fire and Life Safety Plan for the event. Fire Department staff toured the grounds with members of NCAC, SLO County Code Enforcement and the Coastal Commission to hear concerns and develop a plan for the event.

Fire Departments from around San Luis Obispo County are again partnering with KSBY News, local businesses and County Government to provide food and gifts to the needy with the annual Season of Hope event. Non-perishable food items and unwrapped new gifts can be dropped off at the Fire Station in the Season of Hope barrel.

CMB Fire Monthly Stats: Incidents

Categories	13-Jan	13-Feb	13-Mar	13-Apr	13-May	13-Jun	13-Jul	13-Aug	13-Sep	13-Oct	13-Nov	Dec-13	Totals
Fire	0	1	0	0	0	4	1	0	0	1			7
Hazardous Mat.	0	0	0	0	0	0	0	0	0	0			0
Medical*	30	41	33	33	30	46	34	47	45	53			392
Vehicle TC	0	3	0	1	1	5	2	0	2	3			17
Hazardous Situations	4	1	1	7	4	2	1	2	3	5			30
Public Service Assist	10	9	7	13	15	8	12	7	15	5			101
False Alarms	10	3	7	9	11	8	10	9	11	8			86
Agency Assist	0	0	1	0	0	0	0	0	0	0			1
Mutual Aid	2	0	0	0	1	2	4	1	1	0			11
Auto Aid	2	0	0	0	2	0	0	0	0	1			5
Rescue	0	0	0	0	0	0	0	0	0	1			1
Fire Investigations	0	0	0	0	0	2	0	0	0	0			2
Monthly Response Totals	58	58	49	63	64	77	64	66	77	77			653
Cumulative Totals		116	165	228	292	369	433	499	576	653			653

BOARD OF DIRECTORS' MEETING – November 21, 2013
ADDENDUM TO GENERAL MANAGER'S REPORT FACILITIES AND RESOURCES
MANAGER'S REPORT

- Fiscalini Ranch:
 - § Fire Break on Warren:
 - Over the last couple of years fallen trees behind Warren Rd, have been chipped. With the logs piled up together and left. Staff loaded up the logs and hauled them away.
 - § Trees:
 - Staff removed a tree that fell on a neighbor's fence behind Warren Rd. The tree was loaded up and hauled away.
 - Staff is working on bids to remove a tree from behind the 2400 block of Warren Rd.
 - During the last wind storm several trees fell.
 - Two trees fell on the east portion of the ranch blocking the entrance and trail. Staff chipped and hauled away the logs.
 - Two additional trees fell on the Santa Rosa Trail, blocking the trail. Staff chipped and hauled away the trees.
 - § Wetlands:
 - Staff finished repairing a fence that runs between the Bluff trail and the Marine Terrace trail. This fence will help funnel walkers away from sensitive wetlands areas and through designated trails.
 - § Camp Fires:
 - In the last couple of months staff has seen an increase in transients starting campfires underneath bridges and along trails. Staff has been working with Cambria Fire, Cal Fire and Fish and Game to patrol these areas.
- Vet's Hall:
 - § 39 events were held at Veterans Memorial Building since last Board Meeting. Among those events were: American Legion Oktoberfest and Rotary Around the World.
 - § Kitchen:
 - One of the refrigerators and hot water heater stopped working. Staff repaired the hot water heater and Golden Bay Mechanics repaired the refrigerator.
- Facilities Yard:
 - § Staff continues to work on cleaning and organizing shop bays.

Submitted by:
Carlos Mendoza
Facilities and Resources Supervisor/
Fiscalini Ranch Preserve Manager

**BOARD OF DIRECTORS' November 21, 2013
ADMINISTRATIVE SERVICES OFFICER
ADDENDUM TO GENERAL MANAGER'S REPORT**

Human Resources:

The final Wastewater Operator vacancy will be filled through an internal promotion. Jay Block from Facilities and Resources will fill the vacancy. This promotion leaves a vacancy in Facilities and Resources. We are currently recruiting for a Maintenance Technician.

We continue working toward filling the part-time Administrative Technician I position.

Records Retention:

Today's agenda includes an item which will begin our records retention schedule. We are excited to be able to begin working through the process to begin reducing the number of outdated documents while also reducing of the storage of these records.

Training:

I will be attending a training conference from November 20 – 22, 2013.

Negotiations:

The Firefighter MOU is scheduled to expire on December 19, 2013. We will begin negotiations with the Fire Departments designated negotiators in late November.

Finance:

We are now researching and working toward identifying a new financial management software program.

Submitted by,
Monique Madrid
Administrative Services Officer

**BOARD OF DIRECTORS' NOVEMBER 21, 2013
CONSERVATION REPORT
ADDENDUM TO THE GENERAL MANAGER'S REPORT**

Water Tanks:

Non-Potable water tanks have been placed at the Cambria Skate Park and at the Cambria Nursery.

- During the weeks of October 15 through October 25, 2013 73,000 gallons have been delivered to the two tank sites. The cost for this service and the water is \$3286.50.
- The tanks are being filled Monday-Friday. The tanks at the Skate Park are being closed on Fridays from 2-5 during the Farmer's Market.
- We have currently issued a total of 39 rebates in the amount of \$1950.00 for customers who have purchased non-potable water tanks.
- The cost to date spent on the irrigation ban is \$15,940.00. This total includes water delivery, tank rental, costs for notifications mailed to customers, tank rebates, and the printing of handouts and door hangers, etc.

Water Surveys/Audits:

Staff has conducted four commercial water audits on the top 25 commercial lodging establishments. A total of nine commercial properties have been audited since September, 2013. Additionally staff has conducted a landscape water audit at one of the commercial lodging establishments. Staff is currently working with Maddaus Water Management Company to finalize their audit training. We are currently designing the payback tables and the summaries of our finding for these audits so that we can discuss this information with the business owners. We are hoping to have this process completed for the nine audits before December 12, 2013. While staff is finalizing this information we will not be conducting additional audits unless requested by property owners. Cortney Upthegrove will be out of the office from December 12-January 5, 2013. Upon her return to the office she will continue to audit the top 25 commercial lodging establishments.

Retrofit Point Bank:

As of 11/1/2013 we have handed out 813 showerheads and 858 aerators. Commercial customers have received 204 aerators and 346 showerheads. Residential customers have received 654 aerators, and 467 showerheads.

The retrofit point bank total at this time is 10,241.

Rebates:	7470
Retrofit upon resale:	<u>2771</u>
Total remaining points:	10,241

Training/Public Outreach:

As part of our ongoing public outreach Cortney attended the November 7, 2013 realtor MLS meeting in Cambria. She conducted a Q&A with the local agents. The feedback from this organization was extremely positive. Cortney also continues to attend various webinars through the Water Sense campaign.

Transition:

Cortney Upthegrove is continuing to assist with the training of the new billing clerk, Suzy Rodriquez. With this internal promotion, we anticipate that Cortney will only need to be assisting during the billing cycle in January and March which requires approximately 24 hours each month. She will also be available to the billing needs on an as needed basis. Cortney will now be able to dedicate the majority of her time to Conservation.

BOARD OF DIRECTORS' MEETING NOVEMBER 21, 2013
ADDENDUM TO GENERAL MANAGER'S REPORT
UTILITY MANAGER REPORT

Water Department:

- ✓ The recent conservation efforts taken by the community have been very successful. As a result, water production totals for October 2013 were **11.2 ac/ft** or 3.6 million gallons less than October 2012 production.
- ✓ Staff continues to make improvements to our ground water management plan monitoring water levels on a weekly basis, and making necessary operational adjustments to SR4 and the San Simeon well field.
- ✓ North Coast Engineering is almost finished with the SR4 sewer line design. Staff is currently working on preparing documents and will submit for bid sometime within the next couple of weeks.
- ✓ Gold Coast Environmental is scheduled to perform annual flow meter calibrations at all well sites.
- ✓ Staff repaired water mainline break located on Pine Knolls Dr.
- ✓ Working with Water Department staff reviewing treatment operations, daily process control strategies, and maintenance programs.

Wastewater Treatment Plant Operations:

- ✓ Removed the rag build up in the #2 clarifier.
- ✓ Liberty Composting tested & removed biosolids.
- ✓ S.P. Maintenance finished street sweeping and cleaning biosolids storage area.
- ✓ Staff inspected and tested all lift station alarms.
- ✓ Gold Coast Environmental is scheduled to perform annual flow meter calibrations at the WWTP.
- ✓ Bob Wright Construction raised and repaired manholes located at the WWTP.
- ✓ Staff cleaned and removed weeds/brush around all lift station sites.
- ✓ Staff repaired lift station A pump #2.

Laboratory:

- ✓ Staff working on annual laboratory certification and proficiency testing.

Mike Finnigan
Utilities Manager

**BOARD OF DIRECTORS' MEETING – NOVEMBER 21, 2013
ADDENDUM TO GENERAL MANAGER'S REPORT
DISTRICT ENGINEER'S REPORT**

The following table summarizes activities from October 11, 2013 to November 12, 2013. A summary discussion on well levels also follows.

Item No.	Description	Activities/Project Status
1		<p>Continued to coordinate scanning of record drawings on water and wastewater facilities.</p> <p>Coordinating front-end specifications & advertising to allow formal bidding of sewer extension to well SR-4 treatment facility.</p> <p>Developed short-form contract with legal counsel for use on miscellaneous sewer system repairs.</p> <p>Met with RWQCB rep on 10/22/2013 to discuss potential Enhanced Compliance Action projects that may be associated with addressing 2011 Sanitary Sewer Overflows.</p> <p>Developing a request for proposals for a wastewater treatment plant master plan.</p>
2	Rodeo Grounds Pump Station Replacement and Stuart Street Tank 3.	<p>Completed filing of land use permit applications with the County, which included requests to consider waiving of fees.</p>
3	Long-term water supply project	<p>Attended conference calls on 10/30/2103 and 11/7/2013 with ACE staff and consultants. The call on 10/30/2013 discussed project funding needs, which indicated additional project appropriations are needed to cover ACE staff time in managing the existing contracts that are active with CDM Smith and The Chambers Group; and, pending QA/QC reviews. Additional project funding would also be needed to go beyond the EIS completion stage. The 11/7/2013 call was with the technical and environmental teams to review questions associated with assessing potential impacts of the various supply alternatives. This later call concluded that further geo-hydrological modeling was needed to adequately assess the brackish water alternative. The ACE project manager is currently developing an estimate of needed funding to complete the project EIS process. Continuing funds for ACE and the hydro-geological modeling will be part of a future Board agenda discussion item.</p> <p>Staff also completed detailed review of an administrative review draft technical memo completed by CDM Smith. This memo included: descriptions of the various concepts which were screened during the 2012 public workshops; the technical screening process; and, the screened alternatives. To date, further edits are needed before this document can be finalized.</p> <p>A meeting is still being planned with the new Los Angeles Division Colonel. However, it now appears that this may not occur until January of next year.</p>

4	County Water Resources Advisory Committee (WRAC)	Attended the 11/6/2013 WRAC meeting, which included presentations on recycled water planning as part of the County's Integrated Regional Water Master Plan (IRWMP), as well as a summary of the City of San Luis Obispo and Monterey Regional Water Agency programs. Provided County IRWMP staff with CCSD's 2004 recycled water planning document and requested that CCSD's past planning be considered as the IRWMP continues to be updated.
5	Development and remodels	Four remodel reviews were completed during this period.

The attached water well level summary table shows the Santa Rosa and San Simeon supply well levels as of November 4, 2013. As November 4, 2013, the San Simeon wells had rebounded to 6.77 feet above sea level after being at 4.57 feet on October 15, 2013. As of November 4, 2013, the Santa Rosa well SR4 was at 40.47, after being at 45.89 on October 16, 2013.

In comparing the November 4, 2013 well levels with the earlier 2000 baseline water supply model, approximately 185 acre-feet of supply exists within the San Simeon aquifer until recharge is needed from rainfall. This past model also predicted the dry season would end around 12/22/2013. In comparing production totals from January through October, calendar year 2006 had a similar subtotal (629 acre-ft.) total when compared to the same period for 2013 (626 acre-ft.). Therefore data from 2006 was used to predict demands during November and December. This resulted in an estimated demand of approximately 93 acre-ft. remaining for November 5, 2013 to December 22, 2013. Assuming rains do return by the December 22, 2013 date, it appears that adequate supply currently exists within the San Simeon aquifer. In the meantime, operations will continue to maximize use of Santa Rosa well SR-4 to augment the San Simeon supply should the theoretically-derived 12/22/2013 recharge starting date occur later on in the wet season.

Rainfall continues to be very low this fall, with only 0.25 inches recorded this year at the Well SS-1 rain gage. The greatest amount recorded per day this year has only been 0.13 inches, which occurred on October 29, 2013. In viewing the long-range Accuweather.com web site, (as of 11/12/2013 when this report was prepared), the next rainfall is not predicted until December 6, 2013, which is well out into the future and subject to future uncertainty. Because the 2000 Baseline model also used the October Southern Oscillation Index (SOI) as a guide in predicting the type of hydrologic year to expect, the 2013 October SOI was researched and found to be less than zero. Per the earlier 2000 model, having an October SOI value of less than a positive 0.8 value indicates a normal or wet year may still lie ahead.

The attached production table shows that from January 2013 through October 2013, 537 acre-feet had been produced by the San Simeon well field, and 89 acre-feet had been produced by Santa Rosa well SR4. This resulted in a total production from both sources of 626 acre-feet, or close to the total cumulative production that occurred during calendar year 2006. For discussion purposes, the total annual production was 746 acre-feet for 2006. In comparison, the most recent 2012 total annual production was 724.74 acre feet. However, in view of the level of conservation that occurred during the month of October 2013, using 2006 November and December production values may be conservatively high when estimating future demands.

Attachments:

- Well Levels Summary as of November 4, 2013
- Annual Production through the month of October 2013
- Line plot of Santa Rosa well levels for 2013, up to November 4, 2013
- Plot showing statistical analysis of San Simeon well levels by month
- Line plots of San Simeon well levels by year, 1988 to November 4, 2013.
- Line plot of San Simeon well levels for historic minimum, average, and maximum.
- Line plot of San Simeon well levels for past five years

11/4/13

CAMBRIA COMMUNITY SERVICES DISTRICT
WELL WATER LEVELS FOR 11/4/13

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	44.00	83.42	39.42	read 10/4/13
SR4	41.53	82.00	40.47	read10/4/13
SR3	22.00	54.30	32.30	Shut down
SR1	20.13	46.40	26.27	Shut down
RP#1	21.62	46.25	24.63	
RP#2	18.23	33.11	14.88	
21R3	10.00	12.88	2.88	
WBE	13.78	16.87	3.09	
WBW	14.03	17.02	2.99	

AVERAGE LEVEL OF CCSD SANTA ROSA WELLS SR1 & SR3 = 29.29 FEET
CCSD SANTA ROSA WELL SR4 = 40.47 FEET

* Wells SR-1 and SR-3 are out of service. Well SR-4 serves as CCSD's Santa Rosa production well

SAN SIMEON CREEK WELLS

16D1	8.08	11.81	3.73	
9M1	51.70	65.63	13.93	
9P2	13.90	19.11	5.21	
9P7	10.72	19.59	8.87	
9L1	21.99	27.33	5.34	
SS4	20.45	25.92	5.47	SS4 to 9P2 Gradient = + 0.26
9K2	24.10	30.23	6.13	
SS3	27.24	33.25	6.01	
SS2	27.00	34.01	7.01	
SS1	26.79	34.07	7.28	
11B1	48.85	105.43	56.58	
11C1	42.30	98.20	55.90	
PFNW	38.22	93.22	55.00	
10A1	44.30	78.18	33.88	
10G2	34.01	62.95	28.94	
10G1	32.16	59.55	27.39	
10F2	40.53	66.92	26.39	
10M2		55.21		Not Read
9J3		43.45		Not Read

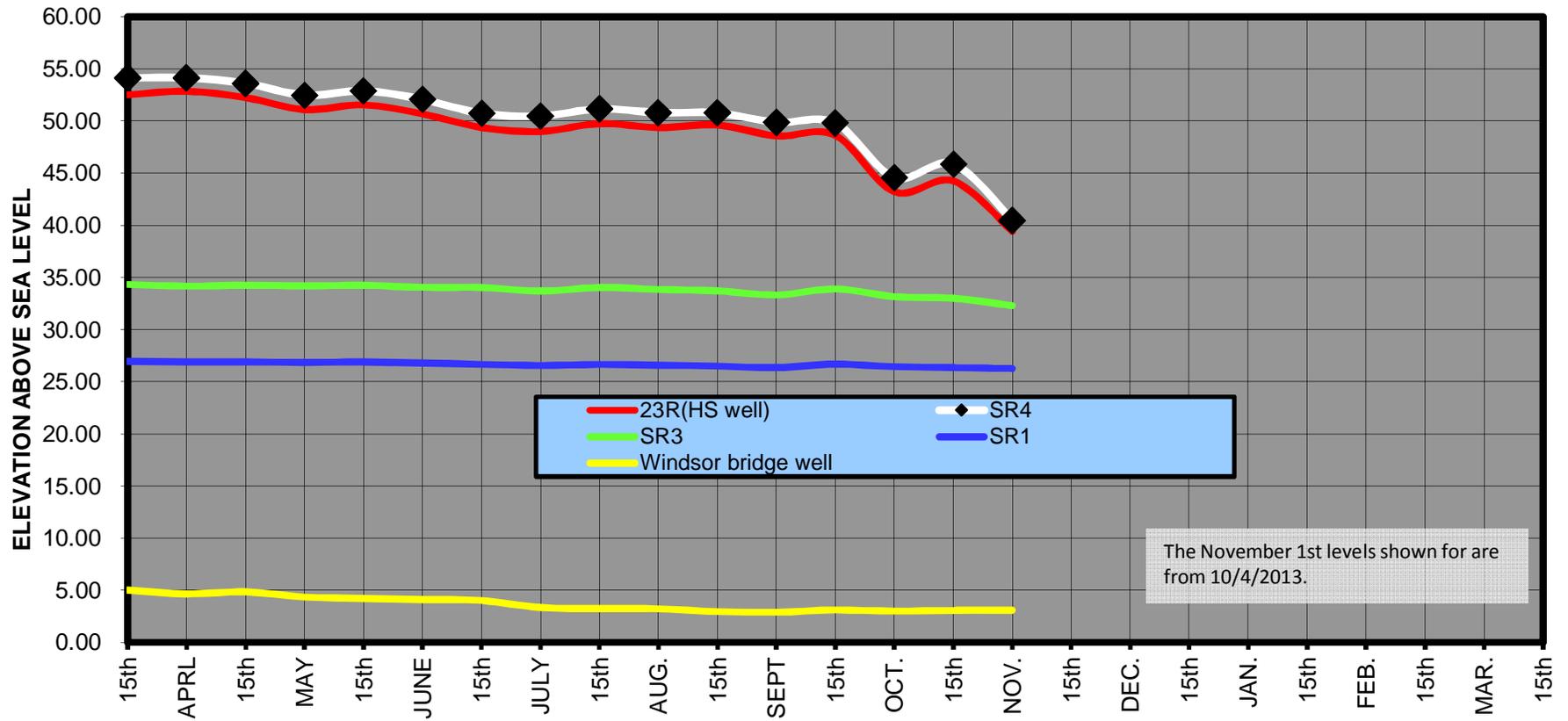
AVERAGE LEVEL OF CCSD SAN SIMEON WELLS SS1, SS2, & SS3 = 6.77 FEET

Red Font are the CCSD's Production Wells, as measured on 11/4/13
 Report format revised 7/23/2013

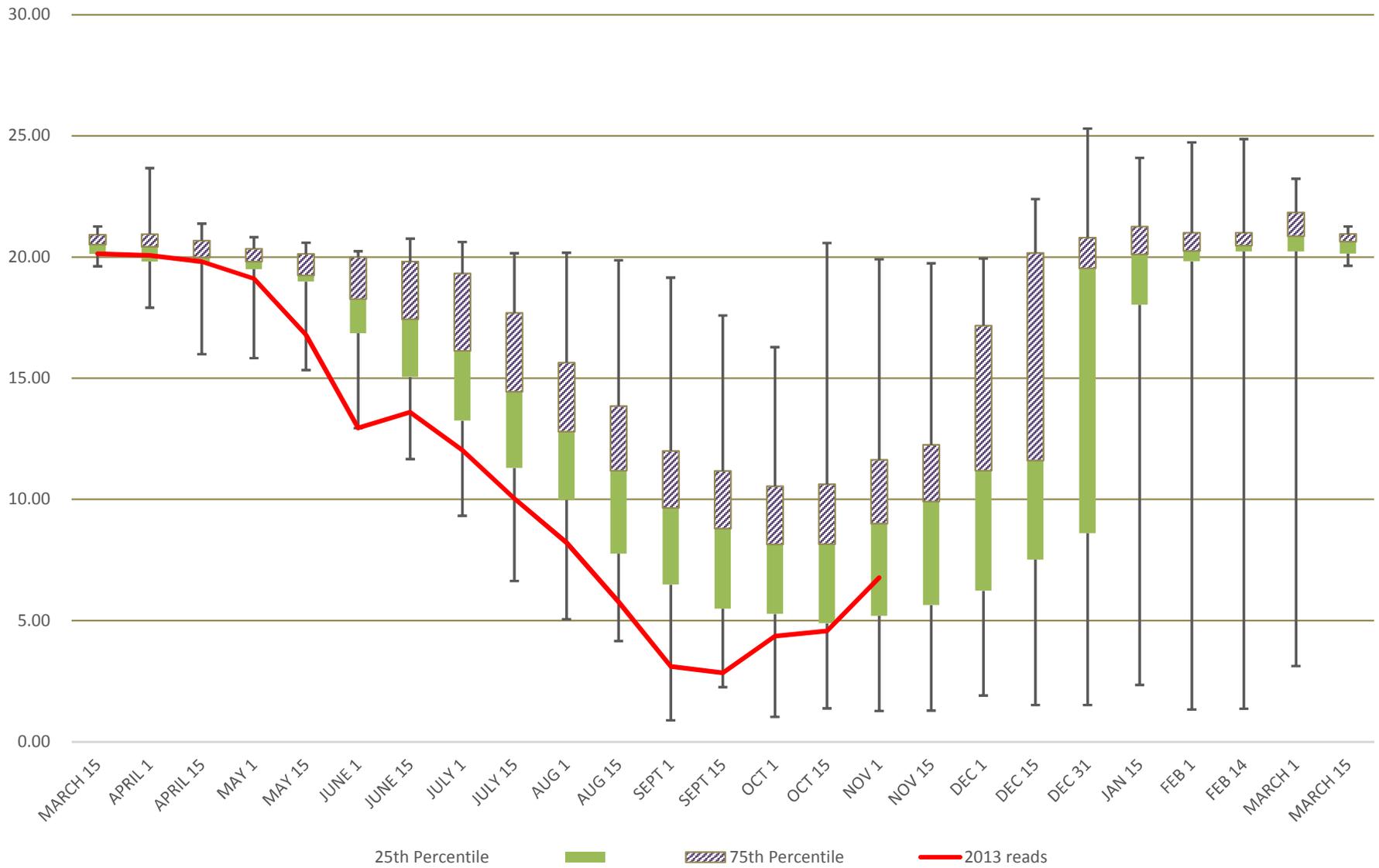
2013
CAMBRIA COMMUNITY SERVICES DISTRICT
WATER PRODUCTION, BY SOURCE
ACRE-FEET

YEAR	SOURCE	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	1000.0 TOTAL	YEAR
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	
	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	
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	
	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	
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	
	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	
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	
	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	
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	
	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	
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	
	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	
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	
	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	
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	
	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	
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	
	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	
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	
	TOTAL	50.63	49.28	65.68	68.66	76.20	79.16	82.69	82.94	68.86	64.35	51.37	45.97	785.80	
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	
	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	
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	
	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	
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	
	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	
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	
	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	
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	
	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	
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	
	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	
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	27.32	24.95	1.73	1.63	1.63	160.11	
	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	
2005	S.S.	50.05	46.16	51.09	55.01	65.70	68.81	80.52	61.60	48.71	47.08	40.83	36.70	652.26	2005
	S.R.	0.00	0.62	0.93	0.76	0.76	0.73	1.64	17.32	20.25	21.69	16.92	7.36	88.98	
	TOTAL	50.05	46.78	52.02	55.77	66.46	69.54	82.16	78.92	68.96	68.77	57.75	44.06	741.24	
2006	S.S.	50.81	49.10	48.82	49.65	60.58	65.65	56.12	59.67	52.49	42.86	34.46	42.75	612.96	2006
	S.R.	0.00	0.78	0.00	0.62	0.74	2.56	23.58	20.72	20.17	23.88	26.46	13.63	133.14	
	TOTAL	50.81	49.88	48.82	50.27	61.32	68.21	79.70	80.39	72.66	66.74	60.92	56.38	746.10	
2007	S.S.	57.70	47.45	56.47	60.50	56.11	51.21	55.95	63.48	58.72	37.58	34.83	38.61	618.61	2007
	S.R.	0.00	0.00	0.60	1.81	14.47	22.24	23.47	12.37	5.29	18.70	21.20	9.42	129.57	
	TOTAL	57.70	47.45	57.07	62.31	70.58	73.45	79.42	75.85	64.01	56.28	56.03	48.03	748.18	
2008	S.S.	43.35	45.35	51.55	52.59	40.45	33.03	40.15	47.57	47.24	41.53	21.47	25.41	489.69	2008
	S.R.	2.33	0.67	0.71	2.20	24.69	33.55	32.94	24.87	18.26	21.03	32.21	24.46	217.92	
	TOTAL	45.68	46.02	52.26	54.79	65.14	66.58	73.09	72.44	65.50	62.56	53.68	49.87	707.61	
2009	S.S.	28.17	37.57	50.95	58.52	48.56	37.47	48.80	40.69	31.99	44.62	53.05	46.55	526.94	2009
	S.R.	24.83	3.81	0.00	0.00	13.53	26.06	25.21	34.10	32.64	11.02	0.00	1.34	172.54	
	TOTAL	53.00	41.38	50.95	58.52	62.09	63.53	74.01	74.79	64.63	55.64	53.05	47.89	699.48	
2010	S.S.	45.44	40.48	47.48	48.39	56.26	55.29	50.73	44.58	35.05	37.61	36.14	36.45	533.90	2010
	S.R.	0.00	0.00	0.77	0.62	0.68	8.74	21.96	27.30	32.52	21.71	14.48	9.73	138.51	
	TOTAL	45.44	40.48	48.25	49.01	56.94	64.03	72.69	71.88	67.57	59.32	50.62	46.18	672.41	
2011	S.S.	48.05	43.36	45.17	52.11	53.94	49.27	60.52	55.52	45.40	45.67	46.28	51.87	597.16	2011
	S.R.	0.00	0.70	0.00	0.76	6.65	11.03	12.97	14.82	19.45	14.15	5.19	0.00	85.72	
	TOTAL	48.05	44.06	45.17	52.87	60.59	60.30	73.49	70.34	64.85	59.82	51.47	51.87	682.88	
2012	S.S.	50.12	48.09	52.60	50.52	60.06	56.53	48.17	41.12	36.72	42.22	48.70	50.88	585.73	2012
	S.R.	3.54	0.79	0.00	0.66	1.44	11.14	27.95	33.22	29.98	21.43	8.86	0.00	139.01	

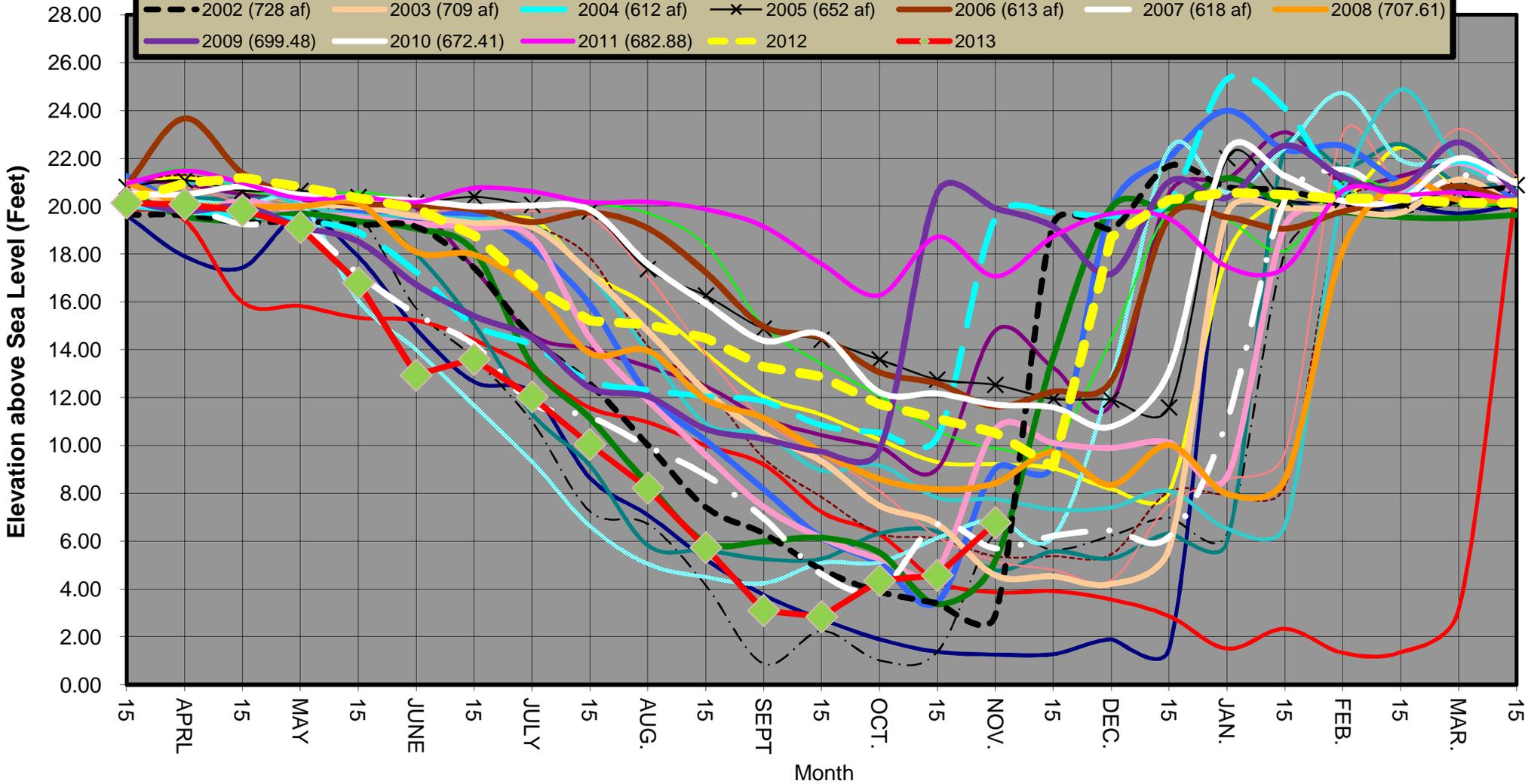
SANTA ROSA CREEK WELL LEVELS March 15th, 2013- Current



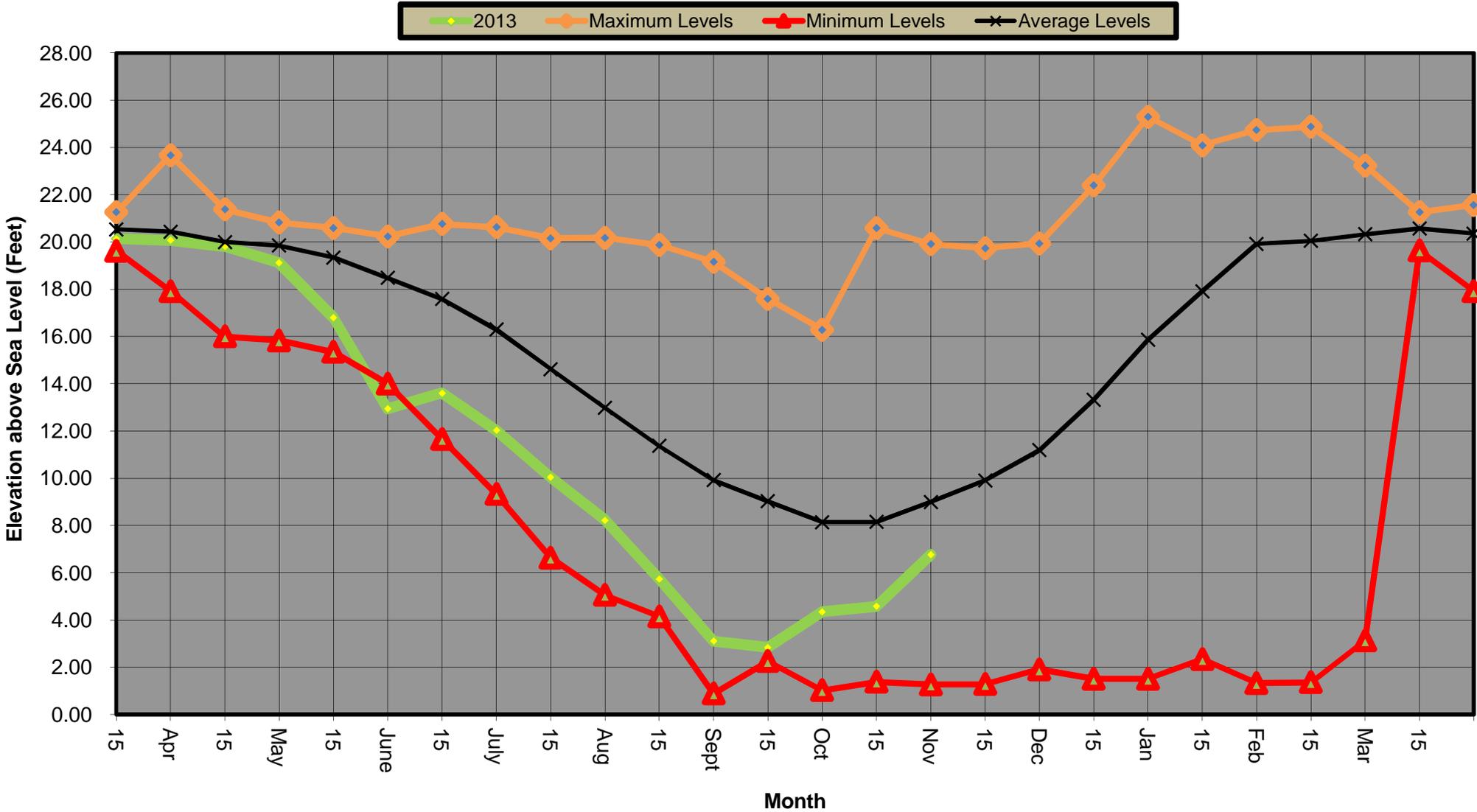
1988 -2012 Statistical San Simeon Well Level Summary by Month
showing Minimums, Maximums, 25 % Percentile, 75% Percentile
Average Level is the line between the Purple (hatched) and Green (solid) bars



San Simeon Creek Well Levels 1988 - November 1, 2013



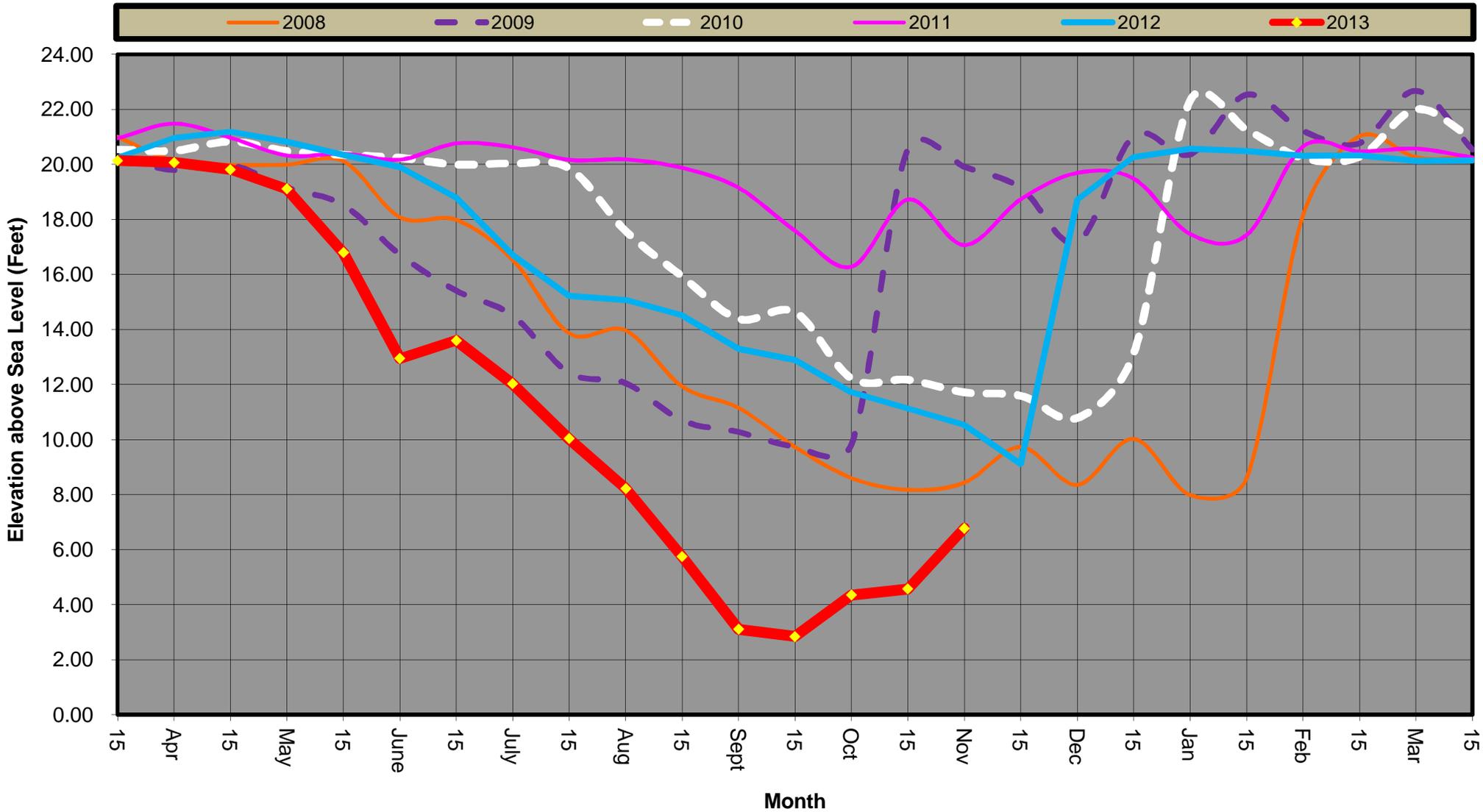
San Simeon Creek Well Levels 2013 levels to date and 1988 to Nov. 1, 2013 Min, Max, & Average



San Simeon Creek Well Levels

Last 5 years

March, 2008 - Current



CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. 7.A.

FROM: David Hirsh, Deputy District Counsel, General Manager
Justine Harris, Interim District Clerk

Meeting Date: November 21, 2013

Subject: Consideration to Adopt 2014
CCSD Regular Board Meeting
Schedule

RECOMMENDATIONS:

Adopt the 2014 CCSD regular Board meeting schedule.

FISCAL IMPACT:

None.

DISCUSSION:

It is proposed that the Board adopt the attached regular meeting schedule for 2014 in order to confirm the regular meeting dates. This schedule, when adopted, will be used by staff, District Counsel, the media, local community groups, and interested individuals to prepare for Board meetings. The Board has the authority to amend or add dates to this schedule as the year progresses or the need arises.

In conformance with current policy, all proposed 2014 meeting dates are on the fourth Thursday of each month, except as follows:

- § January 16th (3rd Thursday): Avoids conflict with set up at Vets Hall for the annual Chamber of Commerce Art & Wine Festival.
- § November 20st (3rd Thursday): Avoids conflict with Thanksgiving holiday. (The standard CCSD holidays have been established for 2014 with Thanksgiving on Thursday, November 27th.)
- § December 18th (3rd Thursday): Avoids conflict with Christmas/New Year holidays. (The standard CCSD holidays have been established for 2014 with the Christmas holiday on Thursday, December 25th.)

Attachment: 2014 Regular Meeting Schedule

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ THOMPSON ___ BAHRINGER ___ CLIFT ___ ROBINETTE ___ RICE ___



CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
2014 ADOPTED REGULAR MEETING SCHEDULE

January 16 (3rd Thursday)
February 27
March 27
April 24
May 22
June 26
July 24
August 28
September 25
October 23
November 20 (3rd Thursday)
December 18 (3rd Thursday)

Regular meetings are held at the Veterans Hall
1000 Main Street, Cambria, at 12:30 p.m.

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF OCTOBER, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
ABILITY ANSWERING SERVICE	57008	10/30/2013	1	225.00	ADM/MONTHLY ANSWERING SERVICE NOV 2013
ACCURATE MAILING SERVICE	56840	10/1/2013	1	45.00	WD/POSTAGE DEPOSIT FOR REMINDER NOTICES OCT 2013
ACCURATE MAILING SERVICE	56840	10/1/2013	2	45.00	WW/POSTAGE DEPOSIT FOR REMINDER NOTICES OCT 2013
ACCURATE MAILING SERVICE	57007	10/28/2013	1	2,024.00	RC/POSTAGE DEPOSIT FOR NOTICES RE:OUTDOOR WATERING
				<u>2,114.00</u>	
ADAMS, STEPHEN & HELEN	57020	10/30/2013	1	35.61	RC/REFUND DEP WL ASSIGNMENT
AGP VIDEO	56892	10/10/2013	1	2,396.25	ADM/VIDEO PROD'N & STREAM BRD MTGS 9/20 & 9/26/13
AL'S SEPTIC PUMPING, INC	56856	10/3/2013	1	525.00	WD/REMOVED 12,000 GALLONS FROM SR4 RECLAIM TANK
ALLSTAR FIRE EQUIPMENT	57049	10/31/2013	1	1,374.93	FD/COMBUSTIBLE GAS INDICATOR AND BOOTS
ALPHA ELECTRICAL SERVICE	57009	10/30/2013	1	1,327.50	WD/EMGNCY SVC START UP SR4 PRGRM NEW VFD
ALPHA ELECTRICAL SERVICE	57009	10/30/2013	1	1,155.00	WD/POWER MGMT UPGRADE FOR SR4
ALPHA ELECTRICAL SERVICE	57009	10/30/2013	1	3,431.00	WD/WORK ON REMOTE CTRL FOR WBE WELL R. GRNDS SR4
ALPHA ELECTRICAL SERVICE	57009	10/30/2013	1	754.20	WD/SR4 BLOWN FUSE IN ELEC PNL - REPLACED
ALPHA ELECTRICAL SERVICE	57009	10/30/2013	1	420.00	WD/INSTLLD NEW DATA LOGGER - MONITOR POWER IRRG'S
ALPHA ELECTRICAL SERVICE	57009	10/30/2013	1	2,582.82	WW/NEW SNGL PHSE DUPLEX PUMP CONTROLLER
				<u>9,670.52</u>	
ALPHA FIRE & SECURITY CORP	56893	10/10/2013	1	135.00	F&R/MONITOR FIRE ALARM SYS VET'S HALL NOV-DEC 2013
ANDRUS, WALT	56947	10/16/2013	1	50.00	RC/REBATE PROGRAM NON-POTABLE WATER TANK 09/30/13
ANGUS, NANCY	56948	10/16/2013	1	50.00	RC/REBATE PROGRAM NON-POTABLE WATER TANK 09/23/13
AT&T	56913	10/10/2013	1	54.56	WW/ALARM LIFT STATION #B4 OCT. 2013
AT&T	56973	10/24/2013	1	284.83	WD/ALARM VAN GORDON WELL FIELD OCT 2013
				<u>339.39</u>	
AT&T/CALNET2	56967	10/21/2013	1	151.01	FD/PHONE SVC 927-6240 SEPTEMBER 2013
AT&T/CALNET2	56967	10/21/2013	1	31.00	F&R/VETERAN'S HALL ALARM 927-0493 SEPT 2013
AT&T/CALNET2	56967	10/21/2013	1	16.88	ADM/FAX LINE 927-5584 SEPT 2013
AT&T/CALNET2	56967	10/21/2013	1	55.73	WD/PHONE AND FAX LINES 927-6226 SEPT 2013 3
AT&T/CALNET2	56967	10/21/2013	1	16.14	WD/ BLDG PUMP STN LEIMERT TANK 927-1972 SEP 2013
AT&T/CALNET2	56967	10/21/2013	1	16.29	WD/TELEMETRY SYSTEM 927-0398 SEPTEMBER 2013
AT&T/CALNET2	56967	10/21/2013	1	115.59	WW/PHONE SVC 927-6250 SEPTEMBER 2013
AT&T/CALNET2	56967	10/21/2013	1	10.86	WW/FAX LINE 927-0178 SEPTEMBER 2013
AT&T/CALNET2	56967	10/21/2013	1	16.14	WW/ALARM AT LIFT STN A 924-1538 SEPTEMBER 2013
AT&T/CALNET2	56967	10/21/2013	1	16.65	WW/ALARM AT LIFT STN A1 924-1708 SEPTEMBER 2013
AT&T/CALNET2	56967	10/21/2013	1	16.14	WW/ALARM AT LIFT STN B 924-1492 SEPTEMBER 2013
AT&T/CALNET2	56967	10/21/2013	1	16.14	WW/ALARM AT LIFT STN B1 924-1038 SEPTEMBER 2013
AT&T/CALNET2	56967	10/21/2013	1	16.14	WW/ALARM AT LIFT STN B2 924-1068 SEPTEMBER 2013
AT&T/CALNET2	56967	10/21/2013	1	16.14	WW/ALARM AT LIFT STN B3 924-1550 SEPTEMBER 2013
AT&T/CALNET2	56967	10/21/2013	1	16.14	WW/ALARM AT LIFT STN 4 927-1518 SEPTEMBER 2013
AT&T/CALNET2	56967	10/21/2013	1	16.16	WW/ALARM AT LIFT STN 8 924-1548 SEPTEMBER 2013
AT&T/CALNET2	56967	10/21/2013	1	16.18	WW/ALARM AT LIFT STN 8 927-1591 SEPTEMBER 2013
AT&T/CALNET2	56968	10/22/2013	1	311.97	ADM/PHONE SVC 927-6223 SEPT 2013
				<u>871.30</u>	
AVAYA	56857	10/3/2013	1	105.96	FD/PHONE & VOICEMAIL MAINT AGRMT 09/16-12/15/13
BENNETT, GLEN	57021	10/30/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 10/02/13
BENNETT, GLEN	57021	10/30/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 10/02/13
				<u>100.00</u>	

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF OCTOBER, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
BENSON, GEORGE	57022	10/30/2013	1	200.00	RC/REBATE PROGRAM LOW FLOW CLOTHES WASHING MACHINE
BOB WRIGHT CONSTRUCTION	57006	10/24/2013	1	3,600.00	WD/INSTALL NEW ROOF/UTILITY COVER SS WELL FIELD
BOB WRIGHT CONSTRUCTION	57019	10/30/2013	1	2,200.00	WW/RAISED 10 MH RINGS MNSTNE/WINDSOR RMVD 1 DMGED
				<u>5,800.00</u>	
BRANNON, JOHN	56874	10/10/2013	1	225.00	RC/REBATE REPLACE 3-3.0 GLN TLTS WITH 1.28 9/10/13
BRENNTAG PACIFIC, INC.	56858	10/3/2013	1	458.22	WD/CHEMICALS 09/25/13
BRENNTAG PACIFIC, INC.	56974	10/24/2013	1	633.58	WW/CHEMICALS 10/02/13
BRENNTAG PACIFIC, INC.	56974	10/24/2013	1	455.94	WD/CHEMICALS 10/02/13
BRENNTAG PACIFIC, INC.	56974	10/24/2013	1	388.08	WD/CHEMICALS 10/10/13
				<u>1,935.82</u>	
BROCKWAY, SANDI	56875	10/10/2013	1	150.00	RC/REBATE REPLACE 3-3.0 GLN TLTS WITH 1.28 GLN
BROCKWAY, SANDI	56875	10/10/2013	1	50.00	RC/REBATE REPLACE 1.6 GLN TOILET WITH 1.28 4/25/13
				<u>200.00</u>	
BROWN, LARRY	56975	10/24/2013	1	99.50	RC/REFUND PRE-INSECTION FEE 5176 GUILDFORD
BURTON'S FIRE, INC.	56859	10/3/2013	1	116.35	FD/HOSE TURBO ELBOW
BUSHWHACKER 1	56976	10/24/2013	1	892.50	WW/ROAD CLEARING & MOWING RD TO SS4
BUSINESSPLANS, INC.	56977	10/24/2013	1	287.00	ADM/MONTHLY HRA PLAN ADMINISTRATION SEPTEMBER 2013
BUSINESSPLANS, INC.	57010	10/30/2013	1	299.00	ADM/MONTHLY HRA PLAN ADMINISTRATION OCTOBER 2013
				<u>586.00</u>	
CAMBRIA FIREFIGHTERS ASSN	56969	10/22/2013	1	997.65	FD/REFUND FOR JACKETS & T-SHIRTS FOR RESERVISTS
CAMBRIA HARDWARE CENTER	56911	10/10/2013	1	29.59	RC/PUBLIC INFORMATION SUPPLIES SEPT 2013
CAMBRIA HARDWARE CENTER	56911	10/10/2013	2	110.15	WD/MAINT & REPAIR DISTRIBUTION SEPT. 2013
CAMBRIA HARDWARE CENTER	56911	10/10/2013	3	27.63	WD/MAINT & REPAIR SR4 SEPT 2013
CAMBRIA HARDWARE CENTER	56911	10/10/2013	4	4.83	WD/MAINT & REPAIR VEHICLES SEPT 2013
CAMBRIA HARDWARE CENTER	56911	10/10/2013	1	122.35	RC/PUBLIC INFORMATION SUPPLIES SEPT 2013
CAMBRIA HARDWARE CENTER	56911	10/10/2013	2	33.82	RC/LOCKS FOR NON-POTABLE TANKS SEPT 2013
CAMBRIA HARDWARE CENTER	56911	10/10/2013	1	80.59	RC/RESOURCE CONSERVATION - CII PROJECT SEPT. 2013
CAMBRIA HARDWARE CENTER	56911	10/10/2013	2	337.94	F&R/MAINT & REPAIR BUILDINGS SEPT. 2013
CAMBRIA HARDWARE CENTER	56911	10/10/2013	3	105.96	F&R/MAINT & REPAIR VET'S HALL SEPT. 2013
CAMBRIA HARDWARE CENTER	56911	10/10/2013	4	32.98	F&R/MAINT & REPAIR VEHICLES SEPT. 2013
CAMBRIA HARDWARE CENTER	56911	10/10/2013	5	64.69	F&R/DEPARTMENT OPERATING EXPENSES SEPT 2013
CAMBRIA HARDWARE CENTER	56911	10/10/2013	6	143.61	PR/SUPPLIES FOR FISCALINI RANCH SEPT 2013
CAMBRIA HARDWARE CENTER	56911	10/10/2013	1	318.92	FD/MAINT & REPAIR BUILDINGS SEPT 2013
CAMBRIA HARDWARE CENTER	56911	10/10/2013	2	12.26	FD/MAINT & REPAIR GROUNDS SEPT 2013
CAMBRIA HARDWARE CENTER	56911	10/10/2013	3	18.77	FD/DEPT OPERATING EXPENSES SEPT 2013
				<u>1,444.09</u>	
CAMBRIA PINES TREE SVC	57017	10/30/2013	1	900.00	F&R/TREE REMOVAL 1299 WARREN RD.
CAMBRIA ROCK	56999	10/24/2013	1	3,201.88	WD/FILL SAND AND ROAD BASE COLD MIX CEMENT
CAMBRIA VILLAGE SQUARE	56850	10/1/2013	1	3,182.13	ADM/MONTHLY OFFICE LEASE PYMT 1316 TAMSEN OCT 2013
CARMEL & NACCASHA LLP	56841	10/1/2013	1	8,000.00	ADM/MONTHLY RETAINER LEGAL SERVICES OCT 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	1	1,278.75	FD/GENERAL COUNSEL JULY 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	2	148.50	F&R/GENERAL COUNSEL JULY 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	3	4,169.88	ADM/GENERAL COUNSEL JULY 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	4	3,645.12	WD/GENERAL COUNSEL JULY 2013

Continued Next Page

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF OCTOBER, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
Continued From Previous Page					
CARMEL & NACCASHA LLP	56978	10/24/2013	5	1,745.75	WW/GENERAL COUNSEL JULY 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	6	(8,000.00)	ADM/LESS RETAINER JULY 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	1	203.50	WW/LITIGATION SERVICES JULY 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	1	99.00	F&R/GENERAL COUNSEL AUGUST 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	2	2,620.88	ADM/GENERAL COUNSEL AUGUST 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	3	300.00	RC/GENERAL COUNSEL AUGUST 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	4	2,697.75	WD/GENERAL COUNSEL AUGUST 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	5	2,928.75	WW/GENERAL COUNSEL AUGUST 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	6	(8,000.00)	ADM/LESS RETAINER AUGUST 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	1	148.00	WD/LITIGATION SERVICES AUGUST 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	2	148.00	WW/LITIGATION SERVICES AUGUST 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	1	309.37	FD/GENERAL COUNSEL SEPTEMBER 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	2	16.50	F&R/GENERAL COUNSEL SEPTEMBER 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	3	5,376.43	ADM/GENERAL COUNSEL SEPTEMBER 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	4	7,650.62	WD/GENERAL COUNSEL SEPTEMBER 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	5	4,392.63	WW/GENERAL COUNSEL SEPTEMBER 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	6	(8,000.00)	ADM/LESS RETAINER SEPTEMBER 2013
CARMEL & NACCASHA LLP	56978	10/24/2013	1	259.00	WD/LITIGATION LINDSEY SEPTEMBER 2013
				<u>22,138.43</u>	
CDW GOVERNMENT, INC.	56860	10/3/2013	1	359.10	FD/MICROSFT OFF PRO SOFTWARE FOR NEW CMPTRS (FD-GIS)
CENTRAL COAST COFFEE ROASTING	56958	10/16/2013	1	44.64	F&R/OFFICE SUPPLIES 10/8/13
CENTRAL COAST COFFEE ROASTING	56979	10/24/2013	1	74.40	ADM/OFFICE SUPPLIES 10/10/13
				<u>119.04</u>	
CHAPARRAL BUSINESS MACHIN	56980	10/24/2013	1	235.75	ADM/RICOH TONER
CHAPARRAL BUSINESS MACHIN	57011	10/30/2013	1	115.00	ADM/REPAIR COLOR LASERPRINTER
				<u>350.75</u>	
CICHOWSKI, ROBERT	57023	10/30/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 10/13/13
COAST ELECTRONICS/RADIO	56861	10/3/2013	1	2,090.32	FD/RADIOS & INSTALLATION 5700 COMMAND VEHICLE
COCHRUN, TOM & LANA	57024	10/30/2013	1	200.00	RC/REBATE PROGRAM LOW FLOW CLOTHES WASHING MACHINE
CORBIN WILLITS SYSTEMS	56842	10/1/2013	1	1,199.12	ADM/MONTHLY SUPPORT AGREEMT-MOM SOFTWARE OCT 2013
CORBIN WILLITS SYSTEMS	56842	10/1/2013	2	-	ADM/MONTHLY SUPPORT AGREEMT-MOM SOFTWARE OCT 2013
				<u>1,199.12</u>	
COURIER SYSTEMS	57012	10/30/2013	1	16.50	ADM/PICK-UP FROM HART IMPRESSIONS
CRYSTAL SPRINGS WATER CO.	56914	10/10/2013	1	37.39	WW/DRINKING WATER AND EQUIPMENT RENTAL SEPT 2013
CULLIGAN-KITZMAN WATER	56981	10/24/2013	1	53.00	FD/WATER SOFTENER SERVICE SEPT. 2013
DIGNAM, DAVE	56876	10/10/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 09/24/13
DRAGOTTO, JACK	57025	10/30/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 102113
EASTMAN, GILBERT	57026	10/30/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 100/03/13
ENTENMANN-ROVIN CO.	57050	10/31/2013	1	638.09	FD/FIREFIGHTER BADGES
ENVIRONMTL RESRC ASSOC (ERA)	56851	10/1/2013	1	150.41	WW/SOLIDS TEST FOR LAB CERTIFICATION 09/16/13
ERNEST PACKAGING SOLUTIONS	56982	10/24/2013	1	950.22	FD/STATION CLEANING SUPPLIES

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF OCTOBER, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
FEDELE, JAMES	57027	10/30/2013	1	131.15	RC/REFUND WAIT LIST ASSIGNMENT
FEDEX	56896	10/10/2013	1	45.11	ADM/EXPRESS SHIPPING TO K. CHOATE 9/6/2013
FERGUSON ENTERPRISES, INC #135	56852	10/1/2013	1	(505.28)	RC/PLUMBING PARTS TO RETROFIT FIRE DEPARTMENT
FERGUSON ENTERPRISES, INC #135	56852	10/1/2013	1	(177.12)	RC/PLUMBING PARTS TO RETROFIT PUBLIC RESTROOMS
FERGUSON ENTERPRISES, INC #135	56852	10/1/2013	1	3,797.07	RC/PLUMBING PARTS TO RETROFIT VET'S HALL
FERGUSON ENTERPRISES, INC #135	56852	10/1/2013	1	764.75	RC/PLUMBING PARTS TO RETROFIT FIRE DEPARTMENT
FERGUSON ENTERPRISES, INC #135	56852	10/1/2013	1	1,200.62	RC/PLUMBING PARTS TO RETROFIT PUBLIC RESTROOMS
FERGUSON ENTERPRISES, INC #135	56852	10/1/2013	1	585.32	RC/PLUMBING PARTS TO RETROFIT PUBLIC RESTROOMS
FERGUSON ENTERPRISES, INC #135	56852	10/1/2013	1	65.52	RC/PLUMBING PARTS TO RETROFIT PUBLIC RESTROOMS
FERGUSON ENTERPRISES, INC #135	56852	10/1/2013	1	252.26	RC/PLUMBING PARTS TO RETROFIT PUBLIC RESTROOMS
FERGUSON ENTERPRISES, INC #135	56852	10/1/2013	1	810.35	RC/PLUMBING PARTS TO RETROFIT FIRE DEPARTMENT
FERGUSON ENTERPRISES, INC #135	56852	10/1/2013	1	177.12	RC/PLUMBING PARTS TO RETROFIT PUBLIC RESTROOMS
FERGUSON ENTERPRISES, INC #135	56862	10/3/2013	1	415.95	WD/WATER SERVICE LINE REPAIR SUPPLIES
FERGUSON ENTERPRISES, INC #135	56897	10/10/2013	1	274.32	F&R/PLUMBING PARTS FOR PUBLIC RESTROOMS
FERGUSON ENTERPRISES, INC #135	56983	10/24/2013	1	323.94	WD/MAINT & REPAIR DISTRIBUTION
FERGUSON ENTERPRISES, INC #135	56983	10/24/2013	1	1,345.99	WD/MAINT & REPAIR DISTRIBUTION
FERGUSON ENTERPRISES, INC #135	56983	10/24/2013	1	583.64	WD/MAINT & REPAIR DISTRIBUTION
FERGUSON ENTERPRISES, INC #135	56983	10/24/2013	1	85.14	WD/SERVICE CHARGE
FERGUSON ENTERPRISES, INC #135	56983	10/24/2013	1	523.20	WD/MAINT & REPAIR DISTRIBUTION
FERGUSON ENTERPRISES, INC #135	57051	10/31/2013	1	115.29	F&R/PLUMBING PARTS
				<u>10,638.08</u>	
FGL ENVIRONMENTAL	56853	10/1/2013	1	90.00	WD/BACTI AND SUPPORT ANALYSIS 08/20/13
FGL ENVIRONMENTAL	56898	10/10/2013	1	90.00	WD/BACTI AND SUPPORT ANALYSIS 09/17/13
FGL ENVIRONMENTAL	56898	10/10/2013	1	25.00	WD/INORGANIC ANALYSIS 09/04/13
FGL ENVIRONMENTAL	56984	10/24/2013	1	40.00	WD/RADIO ANALYSIS 09/17/13
FGL ENVIRONMENTAL	56984	10/24/2013	1	377.00	WW/INORGANIC/ORGANIC/SUPPORT ANALYSIS 09/10/13
FGL ENVIRONMENTAL	56984	10/24/2013	1	100.00	WD/BACTI ANALYSIS 09/17/13
FGL ENVIRONMENTAL	56984	10/24/2013	1	48.00	WD/INORGANIC ANALYSIS 09/17/13
FGL ENVIRONMENTAL	56984	10/24/2013	1	480.00	WD/ASBESTOS MONITORING 09/17/13
FGL ENVIRONMENTAL	56984	10/24/2013	1	90.00	WD/BACTI AMD SUPPORT ANALYSIS 09/24/13
FGL ENVIRONMENTAL	56984	10/24/2013	1	110.00	WD/BACTI AND SUPPORT ANALYSIS
FGL ENVIRONMENTAL	56984	10/24/2013	1	90.00	WD/BACTI AND SUPPORT ANALYSIS 10/08/13
				<u>1,540.00</u>	
FINN, KAILE	56986	10/24/2013	1	102.68	WD CUSTOMER REFUND
FINNIGAN, MICHAEL	56843	10/1/2013	1	22.50	WD/MONTHLY CELLULAR PHONE SERVICE REIMB OCT 2013
FINNIGAN, MICHAEL	56843	10/1/2013	2	22.50	WW/MONTHLY CELLULAR PHONE SERVICE REIMB OCT 2013
				<u>45.00</u>	
FIRE SAFETY EDUCATION	56985	10/24/2013	1	134.00	FD/YELLOW FIRE HAT SHIELD
FIRST AMERICAN TITLE CO	57052	10/31/2013	1	679.00	RC/VLM ESCROW DEPOSIT
FIRST BANKCARD	56966	10/18/2013	1	-	ADM/A. RICE VISA CHARGES SEPTEMBER 2013
FIRST BANKCARD	56966	10/18/2013	2	800.00	ADM/REGISTRN CSDA ANNUAL CONFERENCE 9/16-9/19/13
FIRST BANKCARD	56966	10/18/2013	3	276.06	ADM/LODGING EXP CSDA CONFERENCE - MONTEREY
FIRST BANKCARD	56966	10/18/2013	4	29.79	ADM/FUEL EXP CSDA CONFERENCE - MONTEREY
FIRST BANKCARD	56966	10/18/2013	5	666.68	ADM/LODGING EXP CSDA CONFERENCE - MONTEREY
FIRST BANKCARD	56966	10/18/2013	1	-	ADM/J. GRUBER VISA CHARGES SEPTEMBER 2013
FIRST BANKCARD	56966	10/18/2013	2	31.36	ADM/MEETING EXPENSE W/PRESIDENT THOMPSON
FIRST BANKCARD	56966	10/18/2013	3	28.56	ADM/MEETING EXPENSE W/M. MADRID
FIRST BANKCARD	56966	10/18/2013	4	3.19	ADM/MEETING EXPENSE W/K. FRY
FIRST BANKCARD	56966	10/18/2013	5	20.65	ADM/MEETING EXPENSE W/M. MILLER
FIRST BANKCARD	56966	10/18/2013	6	448.62	WW/TRAVEL EXPENSE TO SWRCB SACTO 9/10 - 9/11/13

Continued Next Page

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF OCTOBER, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
Continued From Previous Page					
FIRST BANKCARD	56966	10/18/2013	1	-	FD/M. MILLER VISA CHARGES SEPTEMBER 2013
FIRST BANKCARD	56966	10/18/2013	2	91.99	FD/NFPA GUIDE FOR FIRE & EXPLOSION INVESTIGATION
FIRST BANKCARD	56966	10/18/2013	3	215.99	FD/DELL MONITOR
FIRST BANKCARD	56966	10/18/2013	4	992.11	FD/DELL 7010 MINI TOWER
FIRST BANKCARD	56966	10/18/2013	5	20.00	FD/FUEL EXPENSE 9/10/13 - BUELLTON
FIRST BANKCARD	56966	10/18/2013	6	25.00	FD/FUEL EXPENSE 9/11/13 - PASO ROBLES
FIRST BANKCARD	56966	10/18/2013	7	15.31	FD/MEETING EXPENSE W/J. GRUBER
FIRST BANKCARD	56966	10/18/2013	1	-	ADM/M. MADRID VISA CHARGES SEPTEMBER 2013
FIRST BANKCARD	56966	10/18/2013	2	1,910.15	ADM/DELL TABLET FOR WATER AUDITS
FIRST BANKCARD	56966	10/18/2013	3	81.43	ADM/SOUND SILENCER FOR CONFIDENTIAL CONVERSATIONS
FIRST BANKCARD	56966	10/18/2013	4	62.96	RC/SCARECROW SUPPLIES
FIRST BANKCARD	56966	10/18/2013	5	398.68	RC/TRAINING FOR COMM WTR AUDITS AND SOFTWARE USAGE
FIRST BANKCARD	56966	10/18/2013	6	23.57	ADM/MEETING EXPENSE - J. HARRIS & ECS TRAINER
FIRST BANKCARD	56966	10/18/2013	7	600.00	ADM/REG'N CSDA CONF 11/17 - 11/20/13 J. BAHRINGER
FIRST BANKCARD	56966	10/18/2013	8	400.00	ADM/REG'N CSDA CONF 11/17 - 11/20/13 J. GRUBER
FIRST BANKCARD	56966	10/18/2013	9	50.00	ADM/INT'L INSTITUTE OF MUNICIPAL CLERKS ADMISSION
FIRST BANKCARD	56966	10/18/2013	10	32.08	RC/MEETING EXPENSE - C. UPTHEGROVE & M. MADDAUS
FIRST BANKCARD	56966	10/18/2013	1	-	WD/WWW M. FINNIGAN VISA CHARGES SEPTEMBER 2013
FIRST BANKCARD	56966	10/18/2013	2	98.50	WW/REIMB TRVL EXP SWRCB MTNG SACTO 9/9-9/10-9/11
FIRST BANKCARD	56966	10/18/2013	3	83.50	WW/REIMB TRVL EXP SWRCB MTNG SACTO 9/9-9/10-9/11
FIRST BANKCARD	56966	10/18/2013	4	32.25	WW/REIMB TRVL EXP SWRCB MTNG SACTO 9/9-9/10-9/11
FIRST BANKCARD	56966	10/18/2013	5	304.72	WD/AMAZON.COM ORDER FOR OPERATING SUPPLIES 9/20/13
FIRST BANKCARD	56966	10/18/2013	1	-	ADM/ B. GRESENS VISA CHARGES SEPTEMBER 2013
FIRST BANKCARD	56966	10/18/2013	2	53.94	ADM/BOARD MEETING EXPENSE 8/22/13
FIRST BANKCARD	56966	10/18/2013	3	49.00	ADM/MONTHLY WEBEX HOSTING SERVICE SEPT. 2013
FIRST BANKCARD	56966	10/18/2013	4	273.88	WW/LODGING EXPENSE SWRCB SACRAMENTO 9/10-9/11/13
FIRST BANKCARD	56966	10/18/2013	1	-	WWW/ K. CHOATE VISA CHARGES SEPTEMBER 2013
FIRST BANKCARD	56966	10/18/2013	2	15.99	WWW/ YOUSENDIT.COM TO POST SWRCB DOCUMENTS
				<u>8,135.96</u>	
FISHER, LAVERNE	56877	10/10/2013	1	150.00	RC/REBATE REPLACE (2) - 3 GAL TOILETS W/1.28 GALS
FITZGERALD, ELIZABETH	56949	10/16/2013	1	50.00	RC/REBATE PROGRAM NON-POTABLE WATER TANK 09/25/13
FOX, FREDERICK	56964	10/18/2013	1	309.00	FD/SETTLEMENT OF FHFRP COSTS
GERBER'S AUTO SERVICE	56899	10/10/2013	1	162.68	WW/REPLACE REAR BRAKE LINES LIC# E019991
GERBER'S AUTO SERVICE	56899	10/10/2013	1	205.37	F&R/REPLACE BATTERY FORD RANGER L# E431220
GERBER'S AUTO SERVICE	56899	10/10/2013	1	43.71	F&R/OIL CHANGE FORD F150 LIC# E052240
GERBER'S AUTO SERVICE	57053	10/31/2013	1	132.90	WW/OIL CHANGE F350 L#1148462
				<u>544.66</u>	
GOLDEN BAY MECHANICAL SERVICES	56987	10/24/2013	1	104.45	F&R/REFRIGERATOR REPAIR VET'S HALL 10/07/13
GRAINGER	56988	10/24/2013	1	454.73	WW/BLOCK HEATERS FOR GEN. AT LIFT STA 9 AND SPARE
GRAINGER	56988	10/24/2013	1	52.42	WW/BAND CLAMPS FOR SMALL HOSES AT PLANT
				<u>507.15</u>	
GREENELSH, KATHRYN	57028	10/30/2013	1	298.90	RC/RFND REMAINING WAIT LIST DEPOSIT 023.013.019
GRESENS, ROBERT C.	56844	10/1/2013	1	45.00	WD/MONTHLY CELLULAR PHONE SERVICE REIMB OCT 2013
GRUBER, JEROME	56845	10/1/2013	1	45.00	ADM/MONTHLY CELLULAR PHONE SERVICE REIMB OCT 2013
GRUBER, JEROME	57029	10/30/2013	1	200.00	RC/REBATE PROGRAM LOW FLOW CLOTHES WASHING MACHINE
				<u>245.00</u>	

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF OCTOBER, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
HARBESON, DAVID	57030	10/30/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 9/28/13
HARBESON, DAVID	57030	10/30/2013	1	200.00	RC/REBATE PROGRAM LOW FLOW CLOTHES WASHING MACHINE
				<u>250.00</u>	
HARRIS, JUSTINE	56960	10/16/2013	1	508.49	ADM/TVL ADV TO BREA CA - DISTRICT CLERK TRAINING
HARRISON, BARBARA	57031	10/30/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 10/12/13
HART IMPRESSIONS PRINT & COPY	56959	10/16/2013	1	53.59	RC/CONSERVATION NOTIFICATION DOOR-HANGER
HART IMPRESSIONS PRINT & COPY	57013	10/30/2013	1	29.44	RC/WATER FIXTURE INSPECTION REPORTS
				<u>83.03</u>	
HARVEYS HONEYHUTS	56900	10/10/2013	1	79.08	F&R/TOILET RENTAL FISCALINI RANCH 9/9/2013
HOLLINGSWORTH, BILL	57054	10/31/2013	1	400.48	FD/TRAVEL ADVANCE FIRE PREVENTION TRAINING MD
HOME DEPOT CREDIT SERVICE	56946	10/16/2013	1	89.17	F&R/MAINT & REPAIR BUILDINGS PAINT/PENCILS
HOME DEPOT CREDIT SERVICE	56946	10/16/2013	1	172.52	F&R/SHOP VAC AND OTHER SMALL TOOLS
HOME DEPOT CREDIT SERVICE	56946	10/16/2013	1	220.59	P&R/ BARBLESS WIRE FOR RANCH
HOME DEPOT CREDIT SERVICE	56946	10/16/2013	1	213.93	F&R/RIGID OSCILLATING EDGE BELT SANDER
HOME DEPOT CREDIT SERVICE	56946	10/16/2013	1	114.43	F&R/MAINT & REPAIR BUILDINGS
HOME DEPOT CREDIT SERVICE	56946	10/16/2013	1	181.18	F&R/PIPE CLAMPS & CUTTING GUIDE
HOME DEPOT CREDIT SERVICE	56946	10/16/2013	1	63.62	F&R/MAINT & REPAIR BUILDINGS
HOME DEPOT CREDIT SERVICE	56946	10/16/2013	1	254.75	F&R/CHOP SAW AND BLADES
				<u>1,310.19</u>	
INDEPENDENT ELECTRIC SUPPLY IN	56901	10/10/2013	1	48.54	F&R/FLUORESCENT LAMP
INNOVATIVE CONCEPTS	56846	10/1/2013	1	25.00	ADM/CIS HOSTING OCT 2013
INNOVATIVE CONCEPTS	56846	10/1/2013	2	25.00	FD/FIRE WEBSITE HOSTING OCT 2013
INNOVATIVE CONCEPTS	56863	10/3/2013	1	25.00	ADM/CIS HOSTING & FIRE WEBSITE HOSTING OCT 2013
INNOVATIVE CONCEPTS	56863	10/3/2013	2	25.00	FD/CIS HOSTING & FIRE WEBSITE HOSTING OCT 2013
				<u>100.00</u>	
J B DEWAR	56864	10/3/2013	1	1,513.46	FD/GASOLINE AND DIESEL 9/25/13
J B DEWAR	56864	10/3/2013	1	1,908.51	WW/DIESEL 09/25/13
J B DEWAR	56864	10/3/2013	1	1,612.93	F&R/GASOLINE AND DIESEL 09/25/13
J B DEWAR	56989	10/24/2013	1	763.34	FD/DIESEL 10/09/13
J B DEWAR	56989	10/24/2013	1	1,717.52	WW/DIESEL 10/09/13
J B DEWAR	56989	10/24/2013	1	931.66	F&R/GASOLINE 10/09/13
J B DEWAR	57055	10/31/2013	1	1,631.98	FD/GASOLINE AND DIESEL 10/23/13
				<u>10,079.40</u>	
JOHN DEERE FINANCIAL	56847	10/1/2013	1	522.49	F&R/MONTHLY PYMT COMPACT UTILITY TRACTOR OCT '13
KING, MARIAN	56878	10/10/2013	1	75.00	RC/REBATE REPLACE 3.0 GLN TOILET WITH 1.28 9/19/13
KING, MARIAN	57032	10/30/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 09/19/13
				<u>125.00</u>	
KIRBY, JOHN W.	57033	10/30/2013	1	200.00	RC/REBATE PROGRAM LOW FLOW CLOTHES WASHING MACHINE
KNOX COMPANY	56865	10/3/2013	1	1,128.76	FD/MEDVAULT, ADAPTER, SOFTWARE
KOHN, MICHAEL	57034	10/30/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 100913
L.N. CURTIS & SONS	56866	10/3/2013	1	353.68	FD/STRUCTURAL BOOTS FOR A. GAULTNEY
LANGLOIS, WM. H.	56879	10/10/2013	1	75.00	RC/REBATE REPLACE 3.0 GLN TLT WITH 1.28 7/29/13

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF OCTOBER, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
LAYLON, LYNDA	57035	10/30/2013	1	50.00	RC/REBATE REPLACE 1.6 GLN TLT W/1.28 9/27/13
LIBERTY COMPOSTING, INC.	57014	10/30/2013	1	390.00	WW/BIOSOLIDS TESTING
LIGHTHOUSE LITHO	56902	10/10/2013	1	361.20	F&R/SKATEPARK SIGN
LOMAS, HELEN	57036	10/30/2013	1	131.15	RC/RFND DEPOSIT ASSNMNT FEES WL
LOPEZ, MORTIMER dba	56992	10/24/2013	1	700.00	WD/EXIT SENSOR - SECURITY GATE REPAIRS
LOPEZ, MORTIMER dba	56992	10/24/2013	2	112.00	WW/2 RADIOS
LOPEZ, MORTIMER dba	56992	10/24/2013	3	56.00	WD/ONE RADIO
LOPEZ, MORTIMER dba	56992	10/24/2013	4	56.00	F&R/ONE RADIO
LOPEZ, MORTIMER dba	56992	10/24/2013	5	185.00	WD/5 RADIO REMOTES
LOPEZ, MORTIMER dba	56992	10/24/2013	6	185.00	WW/5 RADIO REMOTES
LOPEZ, MORTIMER dba	56992	10/24/2013	7	237.50	WD/LABOR - SECURITY GATE REPAIRS
LOPEZ, MORTIMER dba	56992	10/24/2013	8	237.50	WW/LABOR - SECURITY GATE REPAIRS
LOPEZ, MORTIMER dba	56992	10/24/2013	1	2,850.00	WD/REPLACED MOTOR - WELL FIELD GATE
				<u>4,619.00</u>	
LOWERISON, MARK	56880	10/10/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 09/28/13
MATHESON TRI-GAS, INC	56915	10/10/2013	1	61.70	WW/ACETYLENE AND GAS EQUIPMENT SEPT 2013
MCMASTER-CARR SUPPLY CO	56990	10/24/2013	1	132.28	WW/CAM LOCK HOSE COUPLERS
MENDOZA, CARLOS	56848	10/1/2013	1	22.50	F&R/MONTHLY CELLULAR PHONE SERVICE REIMB OCT 2013
MENDOZA, CARLOS	56848	10/1/2013	2	22.50	ADM/MONTHLY CELLULAR PHONE SERVICE REIMB OCT 2013
				<u>45.00</u>	
MILLER, MARK	56849	10/1/2013	1	45.00	FD/MONTHLY CELLULAR PHONE SERVICE REIMB OCT 2013
MINER'S ACE HARDWARE	56904	10/10/2013	1	100.42	F&R/DEPARTMENT OPERATING SUPPLIES
MINER'S ACE HARDWARE	56904	10/10/2013	1	53.72	F&R/MAINT & REPAIR BUILDINGS
				<u>154.14</u>	
MISSION LINEN SUPPLY	56991	10/24/2013	1	17.62	WW/TOWELS 09/23 AND 09/30
MISSION LINEN SUPPLY	57015	10/30/2013	1	1,228.28	WD/NEW SHIRTS W/LOGO
MISSION LINEN SUPPLY	57015	10/30/2013	1	1,290.48	WW/NEW SHIRTS W/LOGO
MISSION LINEN SUPPLY	57015	10/30/2013	1	1,121.63	F&R/NEW SHIRTS W/LOGO
				<u>3,658.01</u>	
MULLAHEY FORD	56993	10/24/2013	1	132.34	FD/HOSE ASSEMBLY UNIT#5700
MURPHY, JIM	56950	10/16/2013	1	50.00	RC/REBATE REPLACE 1.6 GLN TLT WITH 1.28 09/09/13
McKARNEY, NANCY	56903	10/10/2013	1	1,166.38	RC/WATER CONSERVATION DOOR HANGERS/TABLE TENTS
McKARNEY, NANCY	56903	10/10/2013	1	382.50	RC/DESIGN WATER CNSRVTN TBLE TENTS & DOOR HANGERS
				<u>1,548.88</u>	
NAPA AUTO PARTS	56905	10/10/2013	1	4.92	WW/MAINT & REPAIR VEHICLES
NAPA AUTO PARTS	56905	10/10/2013	1	35.69	FD/MAINT & REPAIR SUPPLIES SEPT. 2013
NAPA AUTO PARTS	56905	10/10/2013	1	4.28	F&R/MAINT & REPAIR VEHICLES SEPT. 2013
NAPA AUTO PARTS	56994	10/24/2013	1	112.82	WW/BATTERY FOR GATE AT SPRAY FIELD
				<u>157.71</u>	
NATIONAL METER & AUTOMATION	56867	10/3/2013	1	5,983.70	WD/E55 SST 1" METER FREQUENCY HOPPERS
NFPA MEMBERSHIP SERVICES	56868	10/3/2013	1	393.54	FD/FIRE PROTECTION WEEK MATERIALS

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF OCTOBER, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
NIAGARA CONSERVATION	57016	10/30/2013	1	221.20	RC/CHROME SHOWERHEADS FOR PUBLIC
NOBLE SAW, INC.	56906	10/10/2013	1	1.91	F&R/4 SCREWS
PACIFIC GAS & ELECTRIC	56916	10/10/2013	1	17,836.71	WW/ELECTRIC SERVICE 9/4/13 - 10/02/13
PACIFIC GAS & ELECTRIC	56916	10/10/2013	1	13,801.15	WD/ELECTRIC SERVICE 8/28/13 - 9/26/13
PACIFIC GAS & ELECTRIC	56971	10/23/2013	1	350.04	F&R/ELEC SVC VETERAN'S HALL SEPT 2013
PACIFIC GAS & ELECTRIC	56971	10/23/2013	2	603.18	FD/ELEC SVC 2850 BURTON DRIVE SEPT 2013
PACIFIC GAS & ELECTRIC	56971	10/23/2013	3	403.69	ADM/ELEC SVC 1316 TAMSEN #201 & RICHARD ST SEPT 13
PACIFIC GAS & ELECTRIC	56971	10/23/2013	4	1,168.11	F&R/SEVERAL F&R METERS, INCL STREET LIGHTS SEP '13
PACIFIC GAS & ELECTRIC	56971	10/23/2013	5	39.64	F&R/WEST VILLAGE REST ROOMS SEPT. 2013
PACIFIC GAS & ELECTRIC	56971	10/23/2013	6	15.28	F&R/EAST VILLAGE REST ROOMS SEPT. 2013
PACIFIC GAS & ELECTRIC	56971	10/23/2013	7	21.95	FD/2850 BURTON SEPT 2013
PACIFIC GAS & ELECTRIC	56971	10/23/2013	8	111.07	ADM/RADIO SHACK RICHARD ST SEPT. 2013
PACIFIC GAS & ELECTRIC	56971	10/23/2013	1	9.86	F&R/ELEC SVC 7806 VG CRK RD A/C# 6551 SEPT 2013
PACIFIC GAS & ELECTRIC	56971	10/23/2013	1	19.71	ADM/ELEC SVC 1316 TAMSEN #203 A/C# 6140 SEP 2013
PACIFIC GAS & ELECTRIC	56971	10/23/2013	1	3,952.60	WD/ELEC SVC 2820 SR CRK RD A/C# 8058 SEP 2013
PACIFIC GAS & ELECTRIC	56971	10/23/2013	1	206.20	WW/ELEC SVC 990 SS CRK RD A/C# 4084 SEPT 13
				<u>38,539.19</u>	
PARSONS, PATRICE	56951	10/16/2013	1	200.00	RC/REBATE PROGRAM LOW FLOW CLOTHES WASHING MACHINE
PECK, STEPHEN	57037	10/30/2013	1	100.00	RC/REBATE REPLACE 2 1.6 GLN TLTS W/1.28
PERIMETER SECURITY SYSTEMS	56996	10/24/2013	1	300.00	WW/WELD ARM TO GATE AT SPRAYFIELD
PERRAS-LEGG, SUZANNE	57038	10/30/2013	1	200.00	RC/REBATE PROGRAM LOW FLOW CLOTHES WASHING MACHINE
PERSONAL TOUCH WOODWORKS	56995	10/24/2013	1	485.00	FD/LOCKING CABINET FOR EMS SUPPLY VAULT
PETTY CASH	56907	10/10/2013	1	16.10	F&R/DEPT OPERATING EXPENSES SEPT 2013
PETTY CASH	56907	10/10/2013	2	9.00	ADM/MAINT & REPAIR VEHICLES SEPT 2013
PETTY CASH	56907	10/10/2013	3	12.93	ADM/OFFICE SUPPLIES SEPT 2013
PETTY CASH	56907	10/10/2013	4	22.85	ADM/POSTAGE & SHIPPING SEPT 2013
PETTY CASH	56907	10/10/2013	5	20.00	ADM/PETTY CASH DRAWER RECONCILIATION AMT DUE 09/13
PETTY CASH	56907	10/10/2013	6	9.00	ADM/PROF SVCS MISC SEPT 2013
PETTY CASH	56907	10/10/2013	7	20.00	ADM/DEPT OPERATING SEPT 2013
PETTY CASH	56907	10/10/2013	8	88.58	ADM/MEETING EXPENSE SEPT 2013
PETTY CASH	56907	10/10/2013	9	24.00	ADM/TRVL EXPENSE SEPT 2013
PETTY CASH	56907	10/10/2013	10	38.26	RC/PUBLIC INFORMATION EXPENSE SEPT 2013
PETTY CASH	56907	10/10/2013	11	10.00	RC/MEETING EXP SEPT 2013
				<u>270.72</u>	
PITNEY BOWES CREDIT- PBCC	56869	10/3/2013	1	135.99	ADM/QTRLY LEASE MAILING EQUIP 7/1/13-9/30/13
PORTILLO, ROLAND	56881	10/10/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 10/01/13
POULOS, NANCY	56952	10/16/2013	1	200.00	RC/REBATE PROGRAM LOW FLOW CLOTHES WASHING MACHINE
PROCARE JANITORIAL SUPPLY	57056	10/31/2013	1	901.62	F&R/JANITORIAL SUPPLIES
PROPIPE - PROF PIPE SERVICE	56970	10/22/2013	1	5,922.00	WW/HYDRO CLEAN AND CCTV PER SSMP CO#1 8/14 - 8/16
PRYOR, JOE	57039	10/30/2013	1	35.61	RC/REFUND DEP WL ASSIGNMENT
PUMP REPAIR SERVICE CO.	56997	10/24/2013	1	4,209.89	WW/REBUILD PUMP FOR LIFT STATION A1

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF OCTOBER, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
PUREFLOW FILTRATION DIVISION O	56917	10/15/2013	1	13,595.12	WD/VACUUM FEED & CTRL PANEL MODS SR-4 WELL 50% BAL
PUREFLOW FILTRATION DIVISION O	56917	10/15/2013	1	(3,595.12)	WD/CREDIT TOWARDS VAC FEED & CTRL PANEL AT SR-4
				<u>10,000.00</u>	
QUILL CORP	56908	10/10/2013	1	508.58	ADM/OFFICE SUPPLIES 9/16/13-10/04/13
QUILL CORP	56908	10/10/2013	2	507.87	WD/OFFICE SUPPLIES 9/16/13-10/04/13
QUILL CORP	56908	10/10/2013	3	116.09	F&R/OFFICE SUPPLIES 9/16/13-10/04/13
QUILL CORP	57057	10/31/2013	1	611.51	ADM/OFFICE SUPPLIES 10/08/13 - 10/17/13
				<u>1,744.05</u>	
RANDALL, MARGARET	57040	10/30/2013	1	50.00	RC/REBATE REPLACE 1.6 GLN TLT WITH 1.28
RBF CONSULTING	56961	10/16/2013	1	276.58	WD/PROF SVCS UPGRADE STUART TANKS 6/1 - 9/1/2013
RBF CONSULTING	56961	10/16/2013	2	645.36	WD/PROF SVCS UPGRADE RODEO GROUNDS 6/1 - 9/1/2013
				<u>921.94</u>	
RETIREEES-FIRE		10/15/2013	1	2,630.35	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR NOV '13
RETIREEE-FACILITIES & RESOURCES		10/15/2013	1	1,210.98	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR NOV '13
RETIREEE-ADMINISTRATION		10/15/2013	1	4,092.95	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR NOV '13
RETIREEE-WATER		10/15/2013	1	1,801.55	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR NOV '13
RETIREEE-WASTEWATER		10/15/2013	1	5,064.83	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR NOV '13
				<u>14,800.66</u>	
RIGHTMER, DENNIS & LINDA	57041	10/30/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 10/03/13
RIPPE, ROBERT D.	56882	10/10/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 9/24/13
RIVER CITY SUPPLY, LLC	56998	10/24/2013	1	299.00	FD/FIRE PREVENTION WEEK PENCILS
SAFELITE AUTO GLASS	56963	10/16/2013	1	200.89	WW/REPLACE WINDSHIELD FOR 1996 FORD F150
SAFELITE AUTO GLASS	56965	10/18/2013	1	393.49	WW/REPLACE WINDSHIELD ON 2013 FORD F250 10/18/13
				<u>594.38</u>	
SCHMIDT, JANICE	56883	10/10/2013	1	100.00	DRC/REBATE REPLACE 2-1.6 GLN TLTS WITH 1.28 GLNS
SCOTT O'BRIEN FIRE SAFETY	56854	10/1/2013	1	146.50	F&R/450 FUSIBLE LINKS
SEABERG, CHRIS AND JACQUELYN	56884	10/10/2013	1	150.00	RE/REBATE PROGRAM LOW FLOW CLOTHES WASHING MACHINE
SFARZO, ROBERT	56885	10/10/2013	1	50.00	RC/REBATE PROGRAM NON-POTABLE WATER TANK
SLO COUNTY	57001	10/24/2013	1	834.27	WD/CROSS CONNECTION DIRECT COSTS 7/01 -08/31/13
SLO COUNTY NEWSPAPERS	57000	10/24/2013	1	100.00	WW/SYSTEM OPERATOR
SLO COUNTY NEWSPAPERS	57000	10/24/2013	1	145.60	RC/PUB HEARING - PROPOSED ENHANCED WTR CNSRVTN
SLO COUNTY NEWSPAPERS	57000	10/24/2013	1	654.10	RC/AFFIDAVIT OF PUBLICATION/RESOLUTION
				<u>899.70</u>	
SLO COUNTY TAX COLLECTOR	56870	10/3/2013	1	36.12	ADM/PROPERTY TAX FY 2013/14
SLO COUNTY TAX COLLECTOR	56870	10/3/2013	2	1,313.20	ADM/PROPERTY TAX FY 2013/14
				<u>1,349.32</u>	
SMYTH, NORMAN	57002	10/24/2013	1	20.80	FD/WATER FOR CERT TRAILERS
SNOW, CURTIS	56886	10/10/2013	1	50.00	RC/REBATE PROGRAM NON-POTABLE WATER TANK 9/21/13
SPANISH TRANSLATIONS	56871	10/3/2013	1	149.40	RC/TRANSLATE CONSERV MEAS INFO INTO SPANISH

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF OCTOBER, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
SPELLBOUND HERBS	56953	10/16/2013	1	50.00	RC/REBATE PROGRAM NON-POTABLE WATER TANK
SPENCER, LELAND S.	56954	10/16/2013	1	50.00	RC/REBATE PROGRAM NON-POTABLE WATER TANK
STATE OF CAL - DEPT OF	57003	10/24/2013	1	115.00	ADM/FIRE PREVENTION FEE ASSESSMENT 7/1/12-6/30/13
STATE OF CAL - DEPT OF	57003	10/24/2013	2	-	CONT'D) APN 013.131.033 - 1777 RODEO GROUNDS
				115.00	
STATE OF CAL - DEPT OF WTR RES	56962	10/16/2013	1	164.60	WWW/WELL COMPLETION REPORTS FOR TERRAIN PROJ MGR
STATE OF CAL/DPT PUB HLTH	56909	10/10/2013	1	7,753.59	WD/WATER SYSTEM FEES - SYS #4010014 7/1/12-6/30/13
STEPHENSON, GARY	57043	10/30/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 10/17/13
STEPHENSON, ROBERT E.	57042	10/30/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 10/01/13
STILSON, JOHN AND JUDY	56887	10/10/2013	1	200.00	RC/REBATE PROGRAM LOW FLOW CLOTHES WASHING MACHINE
STILSON, JOHN AND JUDY	57044	10/30/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 10/11/13
				250.00	
STUCZYNSKI, MARK C.	56888	10/10/2013	1	200.00	RC/REBATE PROGRAM LOW FLOW CLOTHES WASHING MACHINE
SUTHERLAND, RENE & SETH	57045	10/30/2013	1	150.00	RC/REBATE REPLACE 2 3.0 GLN TLTS W/1.28
SWARTZ, CROSBY	57046	10/30/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 10/05/13
SWIERK, RONALD	56889	10/10/2013	1	100.00	RC/REBATE REPLACE 2-6 GLN TLTS WITH 1.28 GLN TLTS
TAYLOR, KATHRYN	57047	10/30/2013	1	50.00	RC/REBATE NON-POTABLE WATER TANK 09/27/13
TECHXPRESS, INC.	57018	10/30/2013	1	2,940.00	ADM/MONTHLY NETGUARD IT SERVICE OCT 2013
THE BLUEPRINTER	56894	10/10/2013	1	598.02	WD/SCANS OF VELLUM FOR M. FINNIGAN
THE BLUEPRINTER	56894	10/10/2013	2	156.85	RC/BILLING INSERTS
THE BLUEPRINTER	56894	10/10/2013	1	979.78	RC/NOTICE TO CUSTOMERS RE RESOLUTION 37-2013
				1,734.65	
THE DOCUTEAM	56895	10/10/2013	1	335.89	ADM/DOCUMENT STORAGE AND RETRIEVAL SEPT 2013
THE GAS COMPANY	56912	10/10/2013	1	70.14	FD/GAS SVC 2850 BURTON DR 17842700134 SEPT '13
THE GAS COMPANY	56912	10/10/2013	1	3.83	FD/GAS SVC 5490 HEATH LN 08821491001 SEPT 2013
THE GAS COMPANY	56912	10/10/2013	1	97.82	F&R/GAS SVC VETERAN'S HALL 13851540008 SEPT 2013
THE GAS COMPANY	56912	10/10/2013	1	-	ADM/GAS SVC 1316 TAMSEN #201 18891540108 AUG 2013
THE GAS COMPANY	56912	10/10/2013	1	31.08	WWW/GAS SVC 5500 HEATH LN 09031491005 SEPT 2013
THE GAS COMPANY	56912	10/10/2013	1	30.13	WWW/GAS SVC 5500 HEATH LN #B 09241491001 SEPT 2013
				233.00	
THOMAS, DONAL D.	56955	10/16/2013	1	50.00	RC/REBATE PROGRAM NON-POTABLE WATER TANK
THOMSON REUTERS/BARCLAYS	56872	10/3/2013	1	135.00	FD/TITLE 19 SUBSCRIPTION
TUCKER, JAMES	56890	10/10/2013	1	200.00	RC/REBATE PROGRAM LOW FLOW CLOTHES WASHING MACHINE
UNIVERSAL ACOUSTIC & EMISSION	57004	10/24/2013	1	782.85	WWW/AIR FILTERS FOR THE BLOWERS
USA BLUE BOOK	56855	10/1/2013	1	455.43	WWW/FLTR SYST FOR NON-POT WTR FOR BIO-SLDS DEWTRNG
USA BLUE BOOK	56855	10/1/2013	1	1,004.73	WWW/FLTR SYST FOR NON-POT WTR FOR BIO-SLDS DEWTRNG
				1,460.16	

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF OCTOBER, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
VERIZON WIRELESS	56972	10/23/2013	1	98.58	FD/MONTHLY CELL PHONE SERVICE SEPT 2013
VERIZON WIRELESS	56972	10/23/2013	1	25.96	F&R/MONTHLY CELL PHONE SERVICE SEPT 2013
VERIZON WIRELESS	56972	10/23/2013	2	26.36	WD/MONTHLY CELL PHONE SERVICE SEPT 2013
VERIZON WIRELESS	56972	10/23/2013	3	350.14	WW/MONTHLY CELL PHONE SERVICE SEPT 2013
				<u>501.04</u>	
WIERENGA, DAVID	56891	10/10/2013	1	50.00	RC/REBATE PROGRAM NON-POTABLE WATER TANK 09/23/13
WILLIS, MICHAEL	56956	10/16/2013	1	50.00	RC/REBATE PROGRAM NON-POTABLE WATER TANK
WINSOR CONSTRUCTION, INC.	56873	10/3/2013	1	108.00	WW/GREEN WASTE DISPOSAL 9/17/13
WINSOR CONSTRUCTION, INC.	56873	10/3/2013	1	108.00	F&R/GREEN WASTE DISPOSAL 09/25/13
WINSOR CONSTRUCTION, INC.	56910	10/10/2013	1	103.47	WD/CLASS II BASE 09/22/13
WINSOR CONSTRUCTION, INC.	56910	10/10/2013	1	104.95	WD/CLASS II BASE 09/10/13
WINSOR CONSTRUCTION, INC.	56910	10/10/2013	1	60.00	F&R/GREEN WASTE DISPOSAL 10/01/13
WINSOR CONSTRUCTION, INC.	56910	10/10/2013	1	40.00	F&R/GREEN WASTE DISPOSAL FROM RANCH 5/15/13
WINSOR CONSTRUCTION, INC.	57005	10/24/2013	1	120.00	F&R/GREEN WASTE DISPOSAL 10/2 AND 10/8
WINSOR CONSTRUCTION, INC.	57005	10/24/2013	1	3,243.25	RC/NON-POTABLE WATER FOR SKATE PARK & NURSERY TNKS
WINSOR CONSTRUCTION, INC.	57005	10/24/2013	1	120.00	F&R/GREEN WASTE DISPOSAL 10/10/13
WINSOR CONSTRUCTION, INC.	57058	10/31/2013	1	40.00	F&R/GREEN WASTE DISPOSAL 10/15/13
WINSOR CONSTRUCTION, INC.	57058	10/31/2013	1	2,470.75	RC/WATER DELIVERY TO NON-POTABLE TANKS IN TOWN
WINSOR CONSTRUCTION, INC.	57058	10/31/2013	1	815.75	RC/WATER DELIVERY TO NON-POTABLE TANKS IN TOWN
				<u>7,334.17</u>	
YOUNGNER, JO-ANN	57048	10/30/2013	1	75.00	RC/REBATE REPLACE 3.0 GLN TOILET W/1.28
ZANELLA, EVELYN	56957	10/16/2013	1	50.00	RC/REBATE PROGRAM NON-POTABLE WATER TANK
	56159	10/9/2013	9000	(19.50)	Ck# 056159 Reversed
	56188	10/9/2013	9000	(40.00)	Ck# 056188 Reversed
				<u>232,197.78</u>	
Accounts Payable Vendor Subtotal					
AFLAC (AMER FAM LIFE INS)	3409	10/11/2013	1	444.68	VOLUNTARY INS-PRETAX
AFLAC (AMER FAM LIFE INS)	3409	10/11/2013	1	76.05	VOLUNTARY INS-PRETAX
AFLAC (AMER FAM LIFE INS)	3421	10/25/2013	1	444.68	VOLUNTARY INS-PRETAX
AFLAC (AMER FAM LIFE INS)	3421	10/25/2013	1	76.05	VOLUNTARY INS-PRETAX
				<u>1,041.46</u>	
AMERITAS	3431	10/31/2013	1	2,389.49	DENTAL INSURANCE-YER
AMERITAS	3431	10/31/2013	2	54.60	DENTAL INSURANCE-YER
AMERITAS	3431	10/31/2013	3	15.00	DENTAL INSURANCE-YER
AMERITAS	3431	10/31/2013	4	(1.25)	DENTAL INSURANCE-YER
AMERITAS	3431	10/31/2013	1	265.60	DENTAL INSURANCE-YER
				<u>2,723.44</u>	
CAMBRIA COMMUNITY SERVICES DIS	3410	10/11/2013	1	1,250.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3410	10/11/2013	2	150.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3410	10/11/2013	3	100.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3410	10/11/2013	4	200.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3410	10/11/2013	5	150.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3410	10/11/2013	6	250.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3422	10/25/2013	1	1,250.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3422	10/25/2013	2	150.00	MEDICAL REIMBURSEMNT

Continued Next Page

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF OCTOBER, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
Continued From Previous Page					
CAMBRIA COMMUNITY SERVICES DIS	3422	10/25/2013	3	100.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3422	10/25/2013	4	200.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3422	10/25/2013	5	150.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	3422	10/25/2013	6	250.00	MEDICAL REIMBURSEMNT
				<u>4,200.00</u>	
CAMBRIA FIRE FIGHTERS LOCAL 46	3413	10/11/2013	1	240.00	DUES-FIRE IAFF
CAMBRIA FIRE FIGHTERS LOCAL 46	3424	10/25/2013	1	240.00	DUES-FIRE IAFF
				<u>480.00</u>	
CAMBRIA FIREFIGHTERS ASSN	3412	10/11/2013	1	106.80	RESERVE FIREFTR DUES
EMPLOYMENT DEVELOPMENT DP	3411	10/11/2013	1	4,408.03	STATE INCOME TAX
EMPLOYMENT DEVELOPMENT DP	3411	10/11/2013	1	849.60	STATE INCOME TAX
EMPLOYMENT DEVELOPMENT DP	3423	10/25/2013	1	3,313.19	STATE INCOME TAX
EMPLOYMENT DEVELOPMENT DP	3423	10/25/2013	1	634.79	STATE INCOME TAX
				<u>9,205.61</u>	
H.O.B.-DIRECT DEPOSIT	3414	10/11/2013	1	3,849.00	Direct Deposit Flat
H.O.B.-DIRECT DEPOSIT	3414	10/11/2013	1	56,045.47	Direct Deposit Flat
H.O.B.-DIRECT DEPOSIT	3425	10/25/2013	1	3,849.00	Direct Deposit Flat
H.O.B.-DIRECT DEPOSIT	3425	10/25/2013	1	47,624.97	Direct Deposit Flat
				<u>111,368.44</u>	
H.O.B./FEDERAL TAXES	3415	10/11/2013	1	12,141.96	FEDERAL INCOME TAX
H.O.B./FEDERAL TAXES	3415	10/11/2013	1	11,209.96	FEDERAL INCOME TAX
H.O.B./FEDERAL TAXES	3415	10/11/2013	1	2,804.16	FEDERAL INCOME TAX
H.O.B./FEDERAL TAXES	3426	10/25/2013	1	9,332.45	FEDERAL INCOME TAX
H.O.B./FEDERAL TAXES	3426	10/25/2013	1	9,173.50	FEDERAL INCOME TAX
H.O.B./FEDERAL TAXES	3426	10/25/2013	1	2,327.96	FEDERAL INCOME TAX
				<u>46,989.99</u>	
ICMA-VNTGPT TRSFR AGT 457	3416	10/11/2013	1	2,400.00	457 DEF COMP-INDIV
ICMA-VNTGPT TRSFR AGT 457	3416	10/11/2013	1	1,088.47	457 DEF COMP-INDIV
ICMA-VNTGPT TRSFR AGT 457	3427	10/25/2013	1	2,400.00	457 DEF COMP-INDIV
ICMA-VNTGPT TRSFR AGT 457	3427	10/25/2013	1	1,088.47	457 DEF COMP-INDIV
				<u>6,976.94</u>	
LINCOLN FINANCIAL GROUP	3432	10/31/2013	1	182.67	LIFE INSURANCE
PERS HEALTH BENEFIT SERV	3433	10/31/2013	1	21,682.19	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3433	10/31/2013	2	1,222.62	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3433	10/31/2013	3	88.07	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3433	10/31/2013	4	575.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3433	10/31/2013	5	460.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3433	10/31/2013	6	920.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3433	10/31/2013	7	575.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3433	10/31/2013	8	690.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3433	10/31/2013	9	(5,465.36)	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3433	10/31/2013	10	81.53	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	3433	10/31/2013	1	3,781.56	MEDICAL INSURANC-YER
				<u>24,610.61</u>	

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF OCTOBER, 2013**

VENDOR NAME	CHECK NUMBER	CHECK DATE	LINE NO.	LINE AMOUNT	LINE DESCRIPTION
PERS RETIREMENT SYSTEM	3417	10/11/2013	1	(0.02)	PERS PAYROLL REMITTANCE
PERS RETIREMENT SYSTEM	3417	10/11/2013	2	26,432.54	PERS PAYROLL REMITTANCE
PERS RETIREMENT SYSTEM	3428	10/25/2013	1	(0.01)	PERS PAYROLL REMITTANCE
PERS RETIREMENT SYSTEM	3428	10/25/2013	2	26,026.08	PERS PAYROLL REMITTANCE
PERS RETIREMENT SYSTEM	3428	10/25/2013	3	(901.80)	PERS PAYROLL REMITTANCE
				<u>51,556.79</u>	
SEIU LOCAL 620	3418	10/11/2013	1	247.88	SEIU UNION DUES
SEIU LOCAL 620	3429	10/25/2013	1	247.88	SEIU UNION DUES
				<u>495.76</u>	
THE VARIABLE ANNUITY LIFE	3419	10/11/2013	1	50.00	DEFERRED COMP -VALIC
THE VARIABLE ANNUITY LIFE	3430	10/25/2013	1	50.00	DEFERRED COMP -VALIC
				<u>100.00</u>	
				<u>260,038.51</u>	
Payroll Payable Vendor Subtotal				<u>260,038.51</u>	
TOTAL DISBURSEMENTS FOR OCTOBER, 2013				<u><u>492,236.29</u></u>	



ADDENDA TO MONTHLY EXPENDITURE REPORT

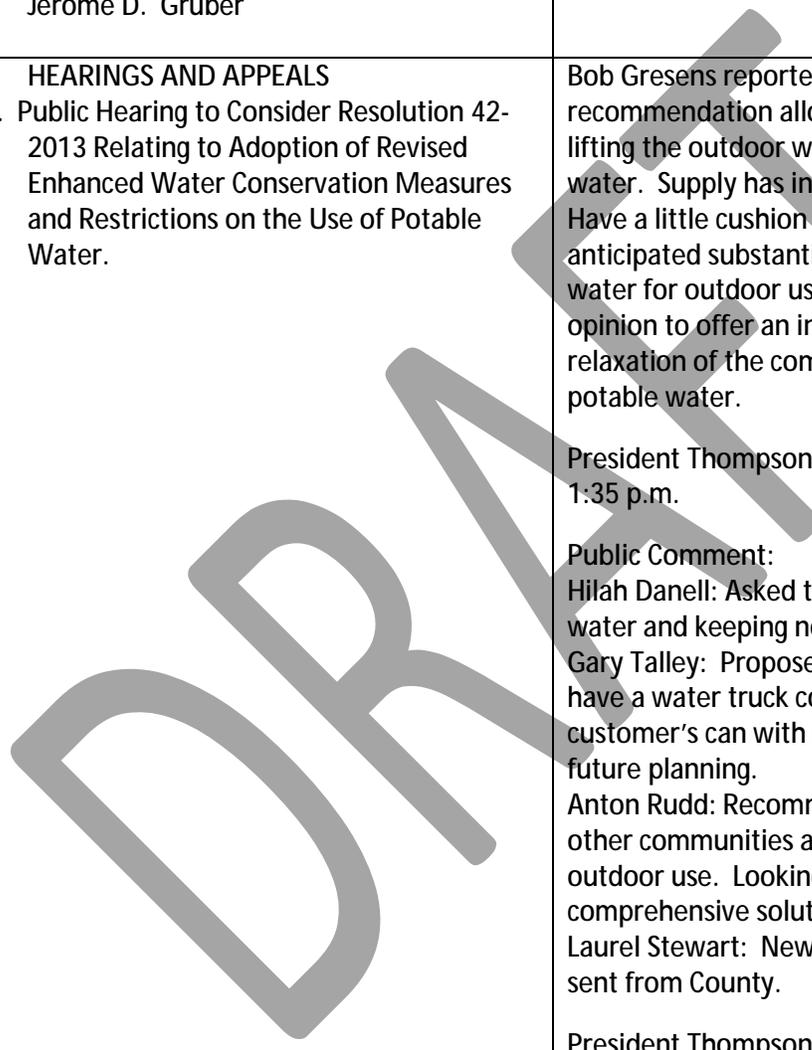
<i>DEPARTMENT CODES</i>	
FD	Fire Department
F&R	Facilities and Resources
ADM	Administration
RC	Resource Conservation
WD	Water Department
WW	Wastewater Department
PR	Parks & Recreation

CAMBRIA COMMUNITY SERVICES DISTRICT
 BOARD OF DIRECTORS REGULAR MEETING MINUTES
 THURSDAY, October 24, 2013, 12:30 PM

AGENDA ITEM	DISCUSSION OR ACTION
1A. CALL TO ORDER	President Thompson called the regular meeting to order at 12:30 PM.
1B. PLEDGE OF ALLEGIANCE	President Thompson led the pledge of allegiance.
1C. ESTABLISHMENT OF QUORUM	President Thompson Present Vice President Bahringer Present Director Clift Present Director Rice Present Director Robinette Present Staff Present: General Manager Jerry Gruber, District Counsel Tim Carmel, District Engineer Bob Gresens, Administrative Services Officer Monique Madrid.
1D. REPORT FROM CLOSED SESSION	Counsel reported there was no action to report from closed session. Public Comment: Nothing to report.
2. SPECIAL REPORTS	
A. Sheriff's Department Report	Stuart MacDonald Sergeant reported
B. Fire Department Report	Chief Miller reported
3. ACKNOWLEDGEMENTS/PRESENTATIONS	No Reports
4. AGENDA REVIEW	President Thompson announced he has moved the Public Comment section on items not listed on the agenda behind regular business so that those people and applicants with specific business agenda items will have those items considered just before we get into miscellaneous items. This does not preclude public comments on all other agenda items. Pulled items: None Public Comment: None
5. MANAGER'S AND BOARD REPORTS	
A. GENERAL MANAGER'S REPORT	General Manager Gruber presented the General Manager, Finance Manager, Facilities and Resources, Administrative Services Officer, Utilities Manager, and Conservation reports. District Engineer Bob Gresens presented Engineer's Report.

	<p>Board asked the following questions: Vice-President Bahringer reminded Bob Gresens to advise Lois Capps office to ensure they understand money has been spent on the Desal project within the last 5 years.</p> <p>Director Rice asked about an internal loan for money to Army Corps. Why haven't we cleared it off the books? Is there any grant revenue? She also requested that the Conservation report include the top 25 users.</p> <p>Director Clift comment on internal loan. Army Corps requested money, \$166,000. Due to budget constraints in water funds it was necessary to take the money from general funds in hopes it would be repaid.</p> <p>Public Comment: None</p>
<p>B. MEMBER AND COMMITTEE REPORTS</p>	<p>Director Rice attended NCAC October meeting. People's Self Help Housing has a new design with 33 units, managers unit, and irrigation system. Cal Trans presented information on repairs to Highway 1.</p> <p>The Lodge Christmas Market has been put on hold and is being evaluated by the Coastal Commission. Reminded folks that Forest Committee meetings occur at Rabobank monthly on the second Wednesday each month.</p> <p>Public Comment: None</p>
<p>5. C. Water Status Update (verbal)</p>	<p>President Thompson carried this item over to be combined with the Public Hearing item 7A. General Manager Gruber reported the San Simeon well level has come up about 2 feet. Automation of the SR4 well allows for four better operational control of the water system. WBE monitoring well is at 3.03 feet. Revised calculation of 145 acre feet of water available in the San Simeon well field, picking up about 21 acre feet.</p>
<p>6. CONSENT AGENDA</p>	

<p>A. Consideration to Approve Expenditures for Month of September 2013</p> <p>B. Consideration to Approve Minutes of Board of Directors Regular Meeting September 26, 2013, Special Meeting September 20, 2013.</p> <p>C. Consider Adoption of Resolution 41-2013 Approving an Employment Agreement Between the CCSD and General Manager Jerome D. Gruber</p>	<p>Vice President Bahringer moved to approve the consent agenda. Director Clift seconded the motion.</p> <p>Motion Carried unanimously. Ayes – 5, No – 0, Absent – 0</p> <p>Public Comment: None</p>
<p>7. HEARINGS AND APPEALS</p> <p>A. Public Hearing to Consider Resolution 42-2013 Relating to Adoption of Revised Enhanced Water Conservation Measures and Restrictions on the Use of Potable Water.</p>	<p>Bob Gresens reported on staff’s revised recommendation allowing for some flexibility of lifting the outdoor watering ban with potable water. Supply has increased in San Simeon wells. Have a little cushion built up. Another factor is an anticipated substantial drop in demand of potable water for outdoor use in Nov. We are now of the opinion to offer an interim plan to allow for some relaxation of the complete outdoor ban of use of potable water.</p> <p>President Thompson opened the public hearing at 1:35 p.m.</p> <p>Public Comment:</p> <p>Hilah Danell: Asked to have alternative days to water and keeping non-potable water available.</p> <p>Gary Talley: Proposed CCSD would manage to have a water truck come to each home and fill a customer’s can with non-potable water. Better future planning.</p> <p>Anton Rudd: Recommendation look to see what other communities are doing not just prohibiting outdoor use. Looking for a deeper more comprehensive solution</p> <p>Laurel Stewart: New chair for NCAC. Referrals sent from County.</p> <p>President Thompson closed the public hearing.</p> <p>Board discussion followed:</p> <p>Vice-President Bahringer commented our job is to provide good, clean water. Disappointed that no waivers approved hopes that GM will look at potential to grant waivers for hardships. Previously looking at 19 acre foot shortfall and now have a surplus. Citizen’s committee report should be reviewed for surcharge consideration.</p>



	<p>Director Rice: Consider evening meetings to allow for higher attendance of meetings. Wondering about volume of water going into the Wastewater Plant to see if landscape use has been reduced. Doesn't think entire town should pay for some to have landscapes. Urged Directors to not lift the ban.</p> <p>Director Robinette: We have a call to look at lessons learned and to remain flexible. We are in a challenged water position today. Thanked community for cooperation. Looking at alternative watering days is a good concept based on the current factors. Most important message is community cares. We need more water storage.</p> <p>Director Clift: He is in the middle on this item. Philosophical problem asking people to pay the cost of processing water to a certain level. In favor of some form of slight relaxation of ban. Keep in place non-potable water availability and encourage the use of it. Asked about the amount of non-potable water provided.</p> <p>President Thompson: Commented he is heartened by the response by the community and changing habits of the people in their conservation efforts. Wants to see staff become active in assisting folks in reducing their use. Wants to keep tanks in place. Supports relaxation of irrigation ban.</p> <p>Director VP Bahringer moved to adopt Resolution 42-2013 Relating to Adoption of Revised Enhanced Water Conservation Measures and Restrictions on The Use of Potable Water.</p> <p>Director Robinette seconded the motion</p> <p>Roll Call Vote: VP Bahringer - Yes Director Robinette - Yes Director Clift - Yes Director Rice - No President Thompson - Yes Ayes – 4, No – 1, Absent – 0. Motion Carried</p>
<p>8. REGULAR BUSINESS</p>	
<p>A. Present Fiscal Year 2012/2013 End of the Year Budget Report</p>	<p>8 A. General Manager introduced the item. Finance Manager Al LaBossiere presented the report.</p>

	Board discussion followed. Report was received and filed. Public Comment: none
9. PUBLIC COMMENT	Public Comment: Erwin Ohannesian
10. FUTURE AGENDA ITEM(S)	Bahringer: Graduated water pricing rather than tiered pricing. Rate study Rice: Make Utilities and Infrastructure a standing committee. Bylaws amendments. Clift: Asked to reconsider Green St. proposal. Water Alternatives Committee Report for a discussion item.
11. ADJOURN	President Thompson adjourned the meeting at 3:17 p.m. to closed session. Closed session commenced at 4:00 pm and adjourned at 4:45 p.m.

DRAFT

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.D.**

FROM: Monique Madrid, Administrative Services Officer
Cortney Upthegrove, Administrative Tech III

Meeting Date: November 21, 2013 Subject: Consider Approving Extension of Intent to Serve Letter for San Luis Obispo County, Applicant, APN 022.123.003

RECOMMENDATION:

It is recommended that the Board of Directors approve a 36 month extension of the Intent to Serve Letter for San Luis Obispo County, Applicant, APN 022.123.003, Cornwall Property.

FISCAL IMPACT: In accordance with the CCSD's User Fee Schedule, a \$400 deposit is on file for this property.

DISCUSSION:

Attached for the Board of Directors reference is the application to extend the Intent to Serve Letter for property owned by San Luis Obispo County, as well as a letter from Christopher Barnickle, the County Interim Library Director, explaining the reasons and circumstances related to the request. A 1.29 Commercial EDU "Intent to Serve" letter had been issued in 2000 for retail space (.43 x 3 units) on Cornwall Street, and applications for building permits were underway at that time. Subsequently, the property and the Intent to Serve Letter was purchased by SLO County, in conjunction with the Friends of the Cambria Library, for a new library in Cambria to be located on the Cornwall Street property site. Both the County and The Friends of Library each paid for half of the property purchase price. Since then a determination was made to acquire a site for the library on Main Street, and the County now is seeking to extend the Intent to Serve Letter so it can sell the Cornwall Street property and use the proceeds to fund the construction of the library on Main Street.

The County is applying for a three year extension. This extension will help to facilitate the successful sale and change of ownership for the Cornwall property. In 2005 the CCSD board approved a two (2) year extension of this Intent to Serve Letter to March 8, 2007. The Intent to Serve Letter was thereafter extended annually from 2007-2011. In September of 2011 the Board issued an additional 18-month extension which was valid until June 1, 2013. The last extension was issued on May 23, 2013 and is valid until June 1, 2014.

It is recommended that this extension be approved. Proceeds from the sale of the Cornwall property will be used to fund the construction of the library at the new Main St. site. The County has previously stated that without an extension "the parcel will lose its sale value and the Library Project will lose roughly half a million dollars of estimated funding—more than half

the funding needed for construction. This loss would create a financial hardship for the community and the future of the Library Project would be placed in serious jeopardy.”

If approved, the extension of the Intent to Serve letter would keep the project valid through June 1, 2017.

Attachments: Extension Application Dated November 6, 2013

Letter from Interim Library Director Dated November 6, 2013

BOARD ACTION: Date _____ Approved: _____ Denied: _____
UNANIMOUS: ___ THOMPSON ___ BHRINGER ___ CLIFT ___ ROBINETTE ___ RICE _____

APPLICATION FOR EXTENSION

X INTENT TO SERVE LETTER
CONNECTION PERMIT

RESIDENTIAL COMMERCIAL

Extension, if approved, is valid for 6 months on residential Intent to Serve Letters, and 12 months on Commercial Intent letters and all Connection Permits.

INSTRUCTIONS: Application for Extension shall be submitted at least thirty (30) days prior to expiration date of letter/permit. Applicant must provide proof that application(s) for a building construction permit and, if required for this project, a minor use permit, is/are actively being processed by the County Planning Dept. **Application must include payment of Extension Fee per District Fee Schedule.**

TODAY'S DATE: 11/06/2013 EXPIRATION DATE of LETTER/PERMIT _____

OWNER'S NAME Library, County of San Luis Obispo PHONE # 805-781-5990

OWNER'S MAIL ADDRESS P.O. Box 8107, San Luis Obispo, CA 93403-8107

AGENT'S NAME/PHONE NO. Chris Barnickel

ASSESSOR'S PARCEL NUMBER 022-123-003

INTENT TO SERVE LETTER FIRST ISSUED (DATE): _____ # OF EXTENSIONS PREVIOUSLY REQUESTED _____

(REQUIRED) • Attach **CURRENT** (no more than 30 days old) **COUNTY STATUS PRINT-OUT** showing RECENT activity on the project.

(REQUIRED) • Building Permit/ Project No. B

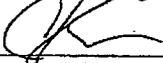
(If applicable) • Minor Use Permit/ Project No. D

• Have you started the foundation or construction? Yes ___ No ___

Reason for this request:

Please see the attached

I/We understand that the General Manager/Board of Directors (as applicable) shall have full discretion to approve or disapprove the requested extension, and if granted, the extension shall be subject to any conditions which may be imposed.

/s/ 
Signature of Applicant or Authorized Agent

11/06/2013

Date

----- for office use -----

Extension Fee Paid _____

Extension DENIED _____

All documentation received _____

Reason for Denial _____

Board Action Date (if applicable) _____

Extension APPROVED _____

New Expiration Date _____

/s/Permits Specialist / for General Manager

Date

SAN LUIS
OBISPO
COUNTY LIBRARY

November 6, 2013

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

*Arroyo Grande
Atascadero
Cambria
Cayucos
Creston
Los Osos
Morro Bay
Nipomo
Oceano
San Luis Obispo
San Miguel
Santa Margarita
Shandon
Shell Beach
Simmler
Bookmobile*

We are pleased to announce the anticipated opening of the new Cambria Library at 1043 Main Street on December 26, 2013. Community feedback has indicated this will be a huge and ongoing asset to the community at-large. We hope you share our excitement and will join us in presenting the new library to the people of Cambria.

Before we celebrate the opening of the new library, we must address a key component in the budgeted equation that makes up the financing for the project. The Library and the Friends of the Library are counting on the maximum return on the sale of both the Cornwall property and the existing library building to ensure the successful completion of the construction of the new Cambria Library. Last May, we asked the CCSD Board to approve a waiver on our "Intent to Serve" water permit for the County-owned property on Cornwall Street. As we prepare for the sale of that property, we feel it is vital to retain those water rights as they appear to represent the majority of the assessed value of the Cornwall property.

On behalf of the Cambria Library Expansion Project, I respectfully ask the Cambria Community Services District Board to approve a three-year extension of the Intent to Serve letter already issued to Assessor's Parcel Number (APN) 022-123-003, pursuant to CCSD Code Section 8.04.080 E(4), beyond the existing June 1, 2014 date of expiration. Doing so will help facilitate the successful sale and change of ownership on the Cornwall property.

Thank you for your time and consideration. We appreciate your continued support of the Cambria Library.

Respectfully Yours,



Christopher Barnickel
Interim Library Director

P.O.Box 8107, 995 Palm Street,
San Luis Obispo, CA 93403-8107
(805)781-5784 Fax (805)781-1320
SLOLibrary.org

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.E.**

FROM: Jerry Gruber, General Manager
Monique Madrid, Admin Services Officer

Meeting Date: November 21, 2013 Subject: Consider Adoption of Resolution
43-2013 Approving Wastewater
Operator-in-Training
Salary Range

RECOMMENDATIONS:

Adopt Resolution 43-2013 approving a new salary range for a Wastewater Operator-In-Training position.

FISCAL IMPACT:

The fiscal impact for the recommended action for the current fiscal year is an estimated savings of \$6,414.00. This amount may be affected by the new hire's status for retirement and medical insurance as well as by the actual hire date. The savings is due to a recently vacated position of a Wastewater Operator Grade II being in a higher salary range. There will be additional savings due to the position being vacant until it is filled. These additional savings will be partially offset by increased overtime for remaining Wastewater Staff due to the vacant position as well as by recruitment costs. As these additional costs and savings are not subject to this action, they have not been included in the Fiscal Impact.

DISCUSSION:

The fiscal year budget 2013/2014 included a Wastewater Grade II position which was recently left vacant. The department has been successful in hiring a Grade I Wastewater Operator, filling the recently budgeted position. Due to the vacancy, it became necessary to fill the vacant position. After receiving a low level response of qualified applicants for the recruitment of the Wastewater Grade I or II positions, staff believes it would be a good opportunity to create a Wastewater Operator-In-Training position.

We have developed a more extensive Wastewater Operator-In-Training position description. Although we have an existing position description we do need a salary range to accompany it.

Staff recommends the board of directors adopt Resolution 43-2013 revising the SEIU salary chart to include a salary range for the Wastewater Systems Operator-In-Training position.

Attachments: Resolution 43-2013
Exhibit "A" SEIU MOU Appendix "K" Revised Salary chart

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ THOMPSON___ BAHRINGER ___ CLIFT___ ROBINETTE___ RICE___

**RESOLUTION 43-2013
NOVEMBER 21, 2013**

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
APPROVING WASTEWATER OPERATOR-IN-TRAINING
SALARY RANGE**

WHEREAS, the Board of Directors (“Board”) of the Cambria Community Services District (“District”) has the authority to create, classify and design job positions and set salary ranges; and

WHEREAS, the District Board desires to amend Appendix “K” of the Memorandum of Understanding (“MOU”) with the Service Employees International Union (“SEIU”) Local 620 to establish a salary range for the revised position of Wastewater Operator-in-Training position.

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

1. That the above recitals are true and correct and are incorporated herein by this reference.
2. That Appendix K of the MOU for SEIU Local 620 is hereby amended to establish a salary range for the Wastewater Operator-in-Training position, as more particularly set forth in Exhibit “A”, which Exhibit is attached hereto and incorporated herein by reference.

PASSED AND ADOPTED THIS 21st day of November 2013.

Michael Thompson President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Justine Harris
Interim District Clerk

Timothy J. Carmel
District Counsel

**EXHIBIT "A" TO RESOLUTION 43-2013
APPENDIX K**

CAMBRIA COMMUNITY SERVICES DISTRICT

SEIU REPRESENTED UNIT

EFFECTIVE *first full pay period* **JULY, 2013**

COLA: 1.65%

DRAFT

DRAFT

POSITION TITLE	A	B	C	D	E
Wastewater Department					
SR. WASTEWATER OPERATOR	4811	5052	5304	5569	5848
COLLECTION SYS SUPERVISOR	4753	4991	5241	5503	5778
WASTEWATER OPERATOR II	4236	4448	4670	4903	5149
LABORATORY TECHNICIAN	4156	4364	4582	4811	5052
WASTEWATER OPERATOR I	3767	3956	4153	4361	4579
WASTEWATER OPERATOR-IN-TRAINING	3587	3766	3955	4152	4360
COLLECTION SYSTEM WORKER	3409	3580	3759	3946	4144

Water Department

SR. DESAL PLANT OPERATOR	4451	4674	4907	5153	5410
SR. WATER TREATMENT OPERATOR	4911	5156	5414	5685	5969
WATER SYSTEMS OPERATOR T3/D2	4346	4564	4792	5031	5283
WATER TREATMENT OPERATOR II	3842	4035	4236	4448	4670
WATER TREATMENT OPERATOR I	3393	3562	3741	3928	4124
WATER OPERATOR IN TRAINING	3232	3393	3563	3741	3928

Administrative Tiers

ADMINISTRATIVE TECHNICIAN IV	4661	4894	5139	5396	5665
ADMINISTRATIVE TECHNICIAN III	4438	4660	4893	5138	5395
ADMINISTRATIVE TECHNICIAN II	3651	3833	4025	4226	4437
ADMINISTRATIVE TECHNICIAN I	3062	3215	3376	3544	3722

Engineering Div - Reclassified/Consolidated

RESOURCE CONSERVTN OFFICER					4603
				<i>(Permits and Conservation Specialist)</i>	
UTILITIES COORDINATOR				"	4603

Administrative Division - Reclassified

ACCOUNTING TECHNICIAN	3659	3842	4034	4235	4447
BOOKKEEPER	3477	3651	3833	4025	4226
ACCOUNT CLERK-BILLING	3311	3477	3650	3833	4025
SR. CLERICAL ASSISTANT	3234	3395	3565	3743	3931
CLERICAL ASSISTANT	2932	3078	3232	3394	3564

Facilities & Resources Dept

SR. MAINT GROUNDSKEEPER	3309	3474	3648	3830	4022
MAINTENANCE GROUNDSKEEPER	2998	3148	3306	3471	3645
MAINTENANCE TECHNICIAN	3263	3426	3597	3777	3966

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

FROM: David Hirsh, Deputy District Counsel
Justine Harris, Deputy District Clerk

AGENDA NO. **7.F.**

Meeting Date: November 21, 2013 Subject: Consider Resolution 44-2013
Establishing CCSD Records Retention
Schedules

RECOMMENDATION:

Adopt Resolution 44-2013 establishing CCSD Records Retention Schedules for recruitment records, Fair Political Practices Commission filings, and public records requests.

FISCAL IMPACT:

When the CCSD adopted its Record Retention Policy in March of 2011, it was estimated that it would cost the CCSD approximately \$16,327 to archive approximately 568 boxes of records dating back to 2002. The cost to store records increases annually. The addition of the 2011 and 2012 records will increase the CCSD's archival costs by approximately \$6,000.

DISCUSSION:

On March 24, 2011, the Board of Directors adopted Resolution No. 07-2011, establishing a Records Retention Policy (the "Policy") consistent with the requirements of Government Code Sections 60200 et. seq. Adoption of the Policy provides guidelines to CCSD employees regarding the retention or disposal of the CCSD's records. The Policy also provides for identification, maintenance, safeguarding and disposal of records in the normal course of business; ensures the prompt and accurate retrieval of records; and ensures compliance with legal and regulatory requirements. This is the first in series of actions implementing the Policy which among other things, is intended to substantially reduce records storage costs.

Government Code Sections 60200 et. seq. provide the legal authority for the destruction and disposal of the records of special districts. The Board of Directors may authorize the destruction or disposition of any category of records by adopting a resolution finding that the destruction or disposition of that category of records will not adversely affect any interest of the CCSD or of the public. The CCSD must maintain a list, by category, of the types of records destroyed or disposed of that reasonably identifies the information contained in the records in each category.

The attached draft Resolution 44-2013, sets forth CCSD Record Retention Schedules for recruitment records, Fair Political Practices Commission filings, and public records requests. The time frames for retention of the recruitment records have been developed based upon Title 29 of the Federal Code of Regulations Sections 1627.3 and 1910.1020 governing personnel records kept by employers and access to employee medical records. The time frames for retention of the Fair Political Practices Commission records are based upon Government Code Section 81009, regulating the period for retention of certain Fair Political Practices Commission filings. Lastly, the time frames for retention of the public records requests and related documents are based upon Government Code Section 60201(d)(5). As the District staff develops additional categories of records for destruction or disposition, they will be brought before you for addition to the Record Retention Schedules.

While past records are currently identified and retained in a retrievable index, the cost to store these records is significant and increases annually. In the interest of fiscal responsibility and in keeping with the State's Local Government Management Guidelines, CCSD staff requests that the Board of Directors adopt

Resolution 44-2013 establishing the CCSD Record Retention Schedules for recruitment records Fair Political Practices Commission filings and public records requests.

Attachments:

- Resolution 07-2011 & Exhibit A
- DRAFT Resolution 44-2013 & Retention Schedule

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ THOMPSON ___ BAHRINGER ___ CLIFT ___ ROBINETTE ___ RICE ___

RESOLUTION NO. 07-2011
March 24, 2011

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
ESTABLISHING THE
CAMBRIA COMMUNITY SERVICES DISTRICT (CCSD)
RECORDS RETENTION POLICY

WHEREAS, said Board of Directors is authorized by the provisions of California Government Code Sections 60200 et seq., to establish a records retention schedule applicable to CCSD records; and

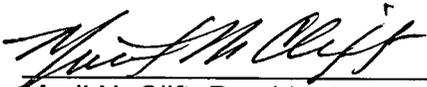
WHEREAS, CCSD Records Retention Policy has been prepared to provide a records retention policy for the CCSD consistent with the requirements of Government Code Sections 60200 et seq., including procedures for review by the Board of Directors of records retention schedules and also an annual procedure for review and authorization of destruction and disposition of records; and

WHEREAS, appropriate records retention schedules will assist the CCSD by documenting which records require office or temporary storage, which records have historic or research value, and which records should be destroyed because they no longer have any administrative, fiscal or legal value.

NOW, THEREFORE, the Board of Directors of the CCSD does hereby **RESOLVE** and **ORDER** as follows:

Section 1: CCSD Records Retention Policy, attached hereto as Exhibit "A", is hereby adopted to establish the Cambria Community Services District's Records Retention Policy.

PASSED AND ADOPTED THIS 24th day of March 2011.



Muril N. Clift, President
Board of Directors

ATTEST



Kathy A. Choate
District Clerk

APPROVED AS TO FORM:


Timothy J. Carmel
District Counsel

CAMBRIA COMMUNITY SERVICES DISTRICT

POLICY TITLE: RECORDS RETENTION

1. PURPOSE

The purpose of this policy is to provide guidelines to staff regarding the retention or disposal of Cambria Community Services District records; provide for the identification, maintenance, safeguarding and disposal of records in the normal course of business; ensure prompt and accurate retrieval of records; and ensure compliance with legal and regulatory requirements.

2. POLICY

Vital and important records, regardless of recording media, are those having legal, financial, operational, or historical value to the CCSD.

The following principles, which apply to all levels of government, are adopted as central to the CCSD's Records Retention policy and are based upon the Secretary of State's Local Government Records Management Guidelines,

-- A records management program is designed to "...apply efficient and economical management methods to the creation, utilization, maintenance, retention, preservation, and disposal of... records". (Reference Government Code Section 14740).

-- Effective records management ensures that records are kept only as long as they have some administrative, fiscal, or legal value. When records no longer fulfill the value for which they were created, they should be destroyed unless they also have some historic or research significance. If that is the case the records should be preserved by an appropriate historical agency.

--Staff members should realize that an effective records management program is not only cost effective; it will also make their jobs easier. They should also know that

records retained beyond their value “just in case” only extend the agency’s legal liability in the event of adverse litigation.

3. INTERPRETATION AND IMPLEMENTATION

The General Manager is authorized by the Board of Directors to interpret and implement this Policy, and to cause to be destroyed any or all such records, papers and documents that meet the qualifications governing the retention and disposal of records, specified herein.

Pursuant to the provisions of California Government Code §60200 through §60203, the following will govern the retention and disposal of records of the Cambria Community Services District.

A. Duplicate records, papers and documents may be destroyed at any time without the necessity of Board authorization or copying to electronic media.

B. Any original records, papers or documents that do not fall under any Federal, State, Special District laws or specified CCSD regulations, and which are more than two years old, not longer in use for a period shorter than two years, and have no continuing need for said record for legal or historical purposes may be authorized for destruction in accordance with the procedures contained in this Policy without the necessity of copying to photographic or electronic media.

C. In no instances are records, papers or documents to be destroyed where there is a continuing need for such records for such matters as pending litigation, special projects, etc. or for a period less than required by federal or state statutes or regulations.

D. In accordance with the authority of Government Code Section 60203, by adoption of this Policy the CCSD Board of Directors hereby authorizes the destruction of any records, papers or documents which are not expressly required by law to be filed and preserved if all of the following conditions are met:

1. The record, paper or document is copied to an approved electronic Media in accordance with Government Code Section 60203 (a)(1);
2. The device used to reproduce such record, or retrieves and prints the document from the electronic media, is one which accurately reproduces the original thereof in all details and does not permit additions, deletions, or changes to the original document; and,
3. The reproductions or copies are placed in conveniently accessible files and provision is made for preserving, examining, and using the files.
4. **DOCUMENTS TO BE MAINTAINED IN ACCORDANCE WITH GOVERNMENT CODE SECTION 60201**

In accordance with the requirements of Government Code Section 60201, the following records may not be destroyed or disposed of:

- A. Any records relating to formation, change or organization, or reorganization of the CCSD.
- B. Any ordinance adopted by the CCSD, except an ordinance that has been repealed or is otherwise invalid or unenforceable may be authorized by the Board of Directors for destruction or disposition five years after it has been repealed or became invalid or unenforceable.
- C. Minutes of any meeting of the CCSD Board of Directors.
- D. Records relating to any pending claim or litigation or any settlement or other disposition of litigation within the past two years.
- E. Records that are subject to any pending request made pursuant to the Public Records Act, whether or not the CCSD maintains that the record is exempt from disclosure, until the request has been granted or two years from the time written notice was provided to the requester that the request has been denied.
- F. Records that relate to any pending construction that the CCSD has not accepted or as to which a stop notice claim legally may be presented.
- G. Records that relate to any non-discharged debt of the CCSD.

- H. Records that relate to the title of real property in which the CCSD has an interest.
- I. Records that relate to any non-discharged contract to which the CCSD is a party.
- J. Any record that has not fulfilled the administrative, fiscal, or legal purpose for which it was created or received.
- K. Records relating to unaccepted bids or proposals that are less than two years old that are for the construction or installation of any building, structure, or other public work.
- L. Records that specify the amount of compensation paid to CCSD employees or officers or to independent contractors providing personal or professional services to the CCSD, or relates to expense reimbursement to CCSD officers or employees or to the use of CCSD paid credit cards or any travel compensation mechanism. Pursuant to Government Code Section 60201 (d)(12), however, such records may be destroyed or disposed of in accordance with the procedures contained in this Policy seven years after the date of payment.

5. AUTHORIZATION FOR DESTRUCTION

Government Code Section 60201 (b) provides that the Board of Directors may authorize the destruction or disposition of any category of records by adopting a resolution finding the destruction or disposition of that category of records will not adversely affect any interest of the CCSD or of the public, and maintains a list, by category, of the types of records destroyed or disposed of that reasonably identifies the information contained in the records in each category. In accordance with this authority, and pursuant to the authority and findings contained in Resolution 07-2011 approving this Policy, the following procedures shall apply to the destruction or disposition of CCSD records:

A. RECORDS RETENTION SCHEDULES

The Board of Directors approval of this Records Retention Policy constitutes authority to dispose of records listed in the Records Retention Schedules attached as Exhibit 1 to this Policy, based upon its finding that the destruction or disposition of records contained in the Records Retention Schedules that are older than the retention periods established therein will not adversely affect any interest of the CCSD or of the Public. The General Manager shall annually submit to the Board a list consistent with the requirements of Government Code Section 60201(b) (1)(B), by category, of the types of records destroyed or disposed of that reasonably identifies the information contained in the records in each category. The General Manager shall, from time to time as may be

appropriate and desirable for proper records management, submit to the Board of Directors additions to the Records Retention Schedules for its consideration to provide for additional authority for the ongoing destruction and disposition of appropriate categories of records.

B. ANNUAL PROCEDURE FOR RECORDS NOT CONTAINED IN THE RECORD RETENTION SCHEDULES

In addition records listed in the Record Retention Schedules, the following procedure shall be used to annually review and authorize the destruction and disposition of other records maintained by the CCSD:

1. The General Manager shall establish a date each year when each department head shall compile a list of documents for consideration of authorization by the Board of Directors for destruction.
2. The list shall be submitted to the General Manager, and shall be reviewed by him or her, as well as the District Counsel, for a determination as to the appropriateness of destroying or disposing of the record, taking into consideration the provisions of this Policy and any other legal reasons related to their destruction or disposition.
3. The General Manager shall bring the list of documents to be considered for destruction or disposition to the Board of Directors for consideration, and the list shall be published as part of the regular agenda.
4. The Board of Directors shall thereafter consider a Resolution, with the findings required by Government Code Section 60201 (b) (1), authorizing the destruction or disposition of the records.

RESOLUTION NO. 44-2013
NOVEMBER 21, 2013

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT ESTABLISHING THE
CAMBRIA COMMUNITY SERVICES DISTRICT RECORDS
RETENTION SCHEDULES

WHEREAS, the Board of Directors is authorized by the provisions of California Government Code Section 60200 et. seq., to establish records retention schedules applicable to Cambria Community Services District ("CCSD") records; and

WHEREAS, on March 24, 2011, the Board of Directors adopted Resolution No. 07-2011, establishing a Records Retention Policy consistent with the requirements of Government Code Sections 60200 et. seq., including procedures for review by the Board of Directors of records retention schedules and also an annual procedure for review of destruction and disposition of records; and

WHEREAS, appropriate records retention schedules will assist the CCSD by documenting which records require office or temporary storage, which records have historic or research value, and which records should be destroyed because they no longer have any administrative, fiscal or legal value; and

WHEREAS, the CCSD has prepared record retention schedules for the following categories of records: recruitment records, Fair Political Practices Commission filings, and public records requests.

NOW, THEREFORE, the Board of Directors of the CCSD does hereby RESOLVE and ORDER as follows:

Section 1: The CCSD Record Retention Schedules, attached hereto as Exhibit 1 shall constitute the records retention schedules applicable to the CCSD's Records Retention Policy.

Section 2: The destruction or disposition of the records contained in the attached Records Retention Schedules that are older than the retention periods established therein will not adversely affect any interest of the CCSD or of the public.

Section 3: The CCSD will maintain a list, by category, of the types of records destroyed or disposed of that reasonably identifies the information contained in the records in each category.

PASSED AND ADOPTED THIS 21st day of November, 2013.

Michael Thompson, President
Board of Directors

APPROVED AS TO FORM:

Timothy J. Carmel
District Counsel

ATTEST:

Justine Harris,
Interim District Clerk

EXHIBIT 1 TO THE
CAMBRIA COMMUNITY SERVICES DISTRICT
RECORD RETENTION POLICY

CAMBRIA COMMUNITY SERVICES DISTRICT
RECORDS RETENTION SCHEDULES

Record Title	Office of Record	Required Retention Official	Characteristics (Vital, Historical, Confidential)	Location	
				Active	Inactive
PERSONNEL	Administrative				
Recruitment Records General Records regarding job bulletins, job descriptions, and job advertisements. <i>29 CFR 1627.3</i>		CL+3		Administrative	Offsite
Recruitment records Personal Employment applications, examination materials, ethnicity disclosures, and background checks. <i>29 CFR 1627.3</i>		CL+3	Confidential	Administrative	Offsite
Recruitment Records Medical Pre-employment physicals. <i>29 CFR 1910.1020</i>		T+30	Confidential	Administrative	Offsite

Event Codes: All retention periods are listed in years (unless otherwise specified).

CL = Closed/Completion

E=Election

R=Received

ADMINISTRATION	Administrative		
Fair Political Practices Commission Filings			Administrative Offsite
Original campaign statements		E+7	
Original campaign statements of non-incumbent candidates		E+5	
Copies of campaign statements		E+4	
Original Form 700		R+7	
Copies of Form 700		R+4	
Form 801- Gift to Agency		R+4	
Form 802- Tickets/Passes		R+71410	
Form 803- Behested Payment		R+7	
<i>Govt. Code §81009</i>			
Public Record Requests			Administrative Offsite
Requests for public records under the Public Records Act and the records requested.		CL+2	
<i>Govt. Code §60201(d)(5)</i>			

Event Codes: All retention periods are listed in years (unless otherwise specified).

CL = Closed/Completion

E=Election

R=Received

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.A.**

FROM: Jerry Gruber, General Manager
Justine Harris, Interim District Clerk

Meeting Date: November 21, 2013 Subject: Cast Ballot Voting for Special District Alternate to Local Agency Formation Commission (LAFCO) Term Expiring December 2017.

RECOMMENDATION:

It is recommended that the Board of Directors vote for its selection from four nominees for the Special District Member Alternate on the San Luis Obispo Local Agency Formation Commission (LAFCO).

FISCAL IMPACT: None.

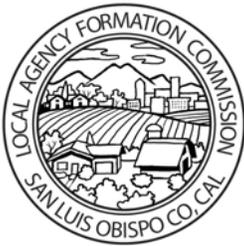
DISCUSSION:

As set forth in the attached memorandum from David Church, Executive Director of LAFCO, the CCSD is being asked to cast its ballot for the Alternate LAFCO Special District Member. The four nominees are: Dan Gaddis, Nipomo Community Services District; Barbara Bronson Gray, Cambria Healthcare District; Michael Broadhurst, Upper Salinas-Las Tablas Resources Conservation District; and Robert Enns, Cayucos Sanitary District. Each Special District is entitled to vote for one nominee. The District's selection is to be submitted to LAFCO by December 6, 2013. Information regarding each nominee is attached. It is recommended that the Board of Directors consider the nominees and make its selection.

Attachment: October 22, 2013 Request for Nominations for LAFCO, and attached letters from all candidates on the ballot form.

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ THOMPSON ___ BAHRINGER ___ CLIFT ___ ROBINETTE ___ RICE ___



LAFCO - San Luis Obispo - Local Agency Formation Commission
SLO LAFCO - Serving the Area of San Luis Obispo County

TO: EACH INDEPENDENT SPECIAL DISTRICT
FROM: DAVID CHURCH, AICP, EXECUTIVE OFFICER
DATE: OCTOBER 22, 2013
SUBJECT: BALLOT FOR ALTERNATE LAFCO SPECIAL DISTRICT MEMBER

Three individuals have been nominated for the vacant LAFCO Alternate Special District position. The term for this position would expire in December 2017. The District's Board of Director's may select one of the following nominees:

- Dan Allen Gaddis, Nipomo Community Services District
- Barbara Bronson Gray, Cambria Healthcare District
- Mike Broadhurst, Upper Salinas-Las Tablas Resource Conservation District
- Robert Enns, Cayucos Sanitary District

District: _____

Agenda Date: _____

General Manager or President: _____

E-Mailed Ballot. The Government Code allows for the balloting to be conducted electronically by the LAFCO Executive Officer if it is not possible for the Selection Committee to achieve a quorum. The Special Districts Selection Committee agrees that completing the election electronically is appropriate because attaining a quorum is not possible.

Ballot Instructions. Each Independent Special District may vote for one nominee. The vote by a District must be considered by the District's Board of Directors as an item placed on its agenda. The District's selection must be submitted to the LAFCO office no later than **December 6, 2013** via one of the following ways:

- 1) An email indicating the meeting date, attached agenda, and selection considered by the Board of Directors;
- 2) A scanned pdf of this completed ballot attached to an email with one of the nominees selected and the meeting date it was considered, or
- 3) A fax of the ballot with a cover memo sent to LAFCO with one of the nominees selected and the agenda date of the Board's decision. FAX number 805-788-2072.

Please contact me directly at 788-2096 or dchurch@slolafco.com if you have any questions. Thank you.

cc: Members, Formation Commission

COMMISSIONERS
Chairman
MURIL CLIFT
Special District Member

Vice-Chairman
KRIS VARDAS
City Member

BRUCE GIBSON
County Member

FRANK MECHAM
County Member

TOM MURRAY
Public Member

DUANE PICANCO
City Member

MARSHALL OCHYLSKI
Special District Member

ALTERNATES

ROBERTA FONZI
City Member

DAVID BROOKS
Public Member

VACANT
Special District Member

VACANT
County Member

STAFF

DAVID CHURCH, AICP
Executive Officer

RAYMOND A. BIERING
Legal Counsel

MIKE PRATER
Analyst

DONNA J. BLOYD
Commission Clerk

Dan Allen Gaddis

Candidate for LAFCO
Alternative Special District Member

San Luis Obispo County Activities

- Presently Director: Nipomo Community Services District (NCSD) December 2010-Present
- Past Chairman: South County Advisory Council (SCAC) 2009-2010, served on SCAC for six years, 1997-2013
- Served on: Land Use Committee of SCAC for six years
- Served on: Traffic & Circulation Committee of SCAC for six years
- Served on: Nipomo Incorporation Committee for Education (NICE) researching possible incorporation of Nipomo as a city
- Past Big RAM (President): Five Cities Retired Active Men's Club (RAM's) 2011
- Past President of Nipomo Blacklake Gyro Club 2010-2011
- Past President: Kiwanis Club of Greater Nipomo 2005-2006
- Past President: Nipomo Newcomers Club 2004
- Member: American Legion

History

Retired in 1999 from employment in the Aerospace Industry; Raytheon Systems Company; as a Manager of Administration/Facilities. Previously had worked for Hughes Aircraft Company in the same Manager type position until Raytheon purchased Hughes.

Director Gaddis holds a Bachelor of Arts degree from Arizona State University, a Masters of Science in Public Administration from California State University Long Beach, and a Masters in Business Administration from Pepperdine University. He and his wife Betty have lived in Nipomo for 14 years.

Barbara Bronson Gray

Candidate for LAFCO Alternate Special District Member

Trustee, Cambria Community Healthcare District

Barbara Bronson Gray, RN, MN, has served as a trustee of the Oak Park Community Services District in Ventura County and is now a trustee of the Cambria Community Healthcare District. A graduate of UCLA (BS, MN), she is an expert in health care and communications. Barbara has written more than 2,000 articles for publications such as U.S. News & World Report, WebMD, Health, Ladies' Home Journal, Self, Shape, HealthDay, the Los Angeles Times and the Chicago Tribune. She served as vice president of the Amgen Foundation and was a leader of the global corporate communications team at Amgen. Barbara has consulted to the engineering and the sciences departments at UC Santa Barbara and UC Berkeley, California Lutheran University, and the Annenberg Foundation.

Dragon Spring Farm

Mike & Carol Broadhurst, Owners
6115 Santa Rosa Creek Road
Cambria, CA 93428
(805) 924-1260
email: mdbroadhurst@att.net

David Church
SLO LAFCO, Executive Officer
1042 Pacific Street Suite A
San Luis Obispo, CA 93401

Dear Mr. Church,

Currently board president, I have been nominated by the Upper Salinas-Las Tablas Resource Conservation District for the open LAFCO alternate special district member. I thought I would supplement the board's letter of nomination with a brief personal note outlining my experience and qualifications.

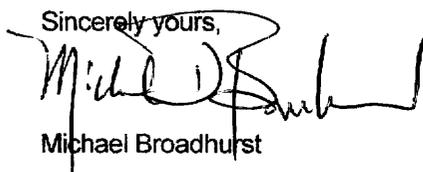
I retired early as Head of Research and Development for a major supplier of crop protection products in 2000. Since that time my wife and I have owned and operated a small farm east of Cambria. We sell exclusively at farmers' markets and to local restaurants. Since retiring, I've become increasingly active in the county, including,

- SLO County Farm Bureau since 2001, including a stint on the board of directors.
- I spent four years as President of the board of directors of the North County Farmers Market Association. My wife and I also took over management of Cambria's farmers market in 2007. This business generates the third largest revenue stream of county farmers' markets; the income supports the charitable work of the Cambria Lions Club.
- I have been a member of the WRAC since 2006, first as Alternate Agriculture at Large member and, since 2010, representing the RCD. I have been active on several subcommittees, and most recently the Integrated Regional Water Management subcommittee.
- I am currently a member of the California Department of Food and Agriculture's Certified Farmers Market Advisory Committee. This group advises the Department on farmers' market oversight and regulation statewide.
- I have been a member of the board for the US-LT RCD since 2009.

My personal interests revolve around water, land conservation, agriculture, land use, and creative writing. The US-LT RCD's geography covers roughly fifty percent of the county's agricultural production, and I believe I have a good understanding of the issues facing this group of growers. I further have faith in LAFCO's charge of protecting agriculture by steering development within existing municipal boundaries and feel the commission could benefit from more input from a connected member of the agricultural community.

Thank you for considering my nomination. I look forward to the election.

Sincerely yours,



Michael Broadhurst

Robert B. Enns

Candidate for LAFCO Alternative Special District Member

Board President, Cayucos Sanitary District

Robert has served on the Board of the Cayucos Sanitary District for 21 years and 18 years as the District's Board President. Under his leadership the District has built its reserves to over six times its annual budget in anticipation of required upgrades.

Through his service on the District Board and as President of Enns Construction, Inc.(General Engineering Contractor), Robert is well versed in land development issues and the importance of accountable stewardship of our County's resources.

Robert's past and present contributions to the community include:

Past CSDA Chapter President

Currently a licensed pilot, flies his own plane out of San Luis Obispo

Volunteers in multiple community activities

With a family background in agriculture, Robert holds a Bachelor of Science degree in Industrial Technology (1968) from Cal Poly, San Luis Obispo. He and his wife Lynn have lived in Cayucos since 1988.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.B.**

FROM: Jerry Gruber, General Manager
Mark Miller, Fire Chief

Meeting Date: November 21, 2013

Subject: Consider Adoption of Resolution 45-2013 and Introduction of Ordinance 05-2013 Amending Chapter 6.04 of the Cambria Community Services District Municipal Code and Adopting and Amending the 2013 Edition of the California Fire Code and the 2012 Edition of the International Wildland Urban Interface Code

RECOMMENDATIONS:

1. Adopt Resolution 45-2013.
2. Introduce Ordinance 05-2013 by title only and waive full reading.
3. Schedule a Public Hearing for the December 19 Regular Board meeting to consider adoption of Ordinance 05-2013.
4. Direct CCSD staff to submit Resolution 45-2013, Ordinance 05-2013 and all appropriate and required documentation to the County of San Luis Obispo, as required by the California Health and Safety Code Section 13869.7.

FISCAL IMPACT:

No fiscal impact would be anticipated beyond purchase of the new 2013 California Fire Code and 2012 International Wildland Urban Interface Code books.

BACKGROUND:

Attached for the Board of Directors consideration is an Ordinance, as well as a Resolution making certain required findings, to adopt and make amendments to the 2013 California Fire Code and the 2012 International Wildland Urban Interface Code. Every three years the California Fire Code is updated and adopted by the State, and local agencies throughout the State adopt the new Code and any needed local amendments. The new State California Fire Code will go into effect on January 1, 2014.

Community Service Districts are authorized by Government Code Section 61100(d) to provide fire protection services pursuant to the provisions of Health and Safety Code Sections 13800

et seq. Health and Safety Code Section 13869.7 provides the procedure for adopting amendments to the State codes, which includes the requirement that the Ordinance be submitted to the County prior to noticing a proposed ordinance for public hearing, as well as submittal of the ordinance after adoption to the County Board of Supervisors for ratification. The adoption of codes by reference is also subject to the requirements of Government Code Sections 50022.1 et seq. The adoption procedure is somewhat different than the procedure that otherwise applies to the adoption of an ordinance. Pursuant to Government Code Section 50022.3, after the introduction of the ordinance, a noticed public hearing is to be scheduled and held. Accordingly, staff is recommending that Ordinance 05-2013 be introduced and a public hearing scheduled for December 19, 2013 to consider adoption of the Ordinance.

Ordinance 05-2013 amends provisions in Chapter 6.04 of the CCSD Municipal Code and readopts prior amendments to previous version of the California Fire Code and makes a number of technical amendments. In addition, the local amendment package for the 2013 code adoption cycle includes the addition of language prohibiting the use of "sky lanterns" and a revised sprinkler ordinance that mirrors San Luis Obispo County requirements. In the last few years the use of small hot air balloon open flame devices know as sky lanterns has been noted in and around the County. A sky lantern was responsible for an 80 acre vegetation fire that threatened SLO County communication repeater towers in 2011. After this incident efforts were made Countywide to regulate the use of sky lanterns in the same way as prohibited aerial fireworks. Most agencies in San Luis Obispo County have added such a prohibition to their Code. There is also an effort to insure inclusion of a similar prohibition in the next edition of the California Fire Code (2016).

In addition, the other major change to the 2013 Fire Code is revised sprinkler requirements. Fire Department staff is recommending changes to provide that the CCSD sprinkler provisions are similar to and consistent with the same language as the majority of San Luis Obispo County. This will reduce confusion for local contractors and at the same time will not dilute the fire safety requirements of the current provisions enforced within the CCSD. The new Ordinance will also provide flexibility to not require sprinklers in horse barns, greenhouses, hot houses and other miscellaneous outbuildings where their effectiveness is questionable.

Issues regarding conflicting provisions between the San Luis Obispo County and the Cambria Community Services District Ordinances began to surface in July of 2013 after SLO County Government adopted the 2010 California Building Code. The new County ordinance was more restrictive than the CCSD's requirements, which had been in use for many years. This resulted in the County requiring sprinkler retrofits for interior remodel projects that the Cambria CSD Fire Department had reviewed and not required. These conflicting requirements have resulted in confusion about authority and sprinkler requirements within the CCSD.

The following sets forth the revised fire sprinkler requirements. A strikethrough copy of the 2010 ordinance is also attached showing the changes for further clarification.

1. CFC Section 903.2 Automatic Fire Sprinkler Systems, Where Required- is amended as follows: An automatic fire sprinkler system that meets or exceeds the California Building Code Standards, National Fire Protection Association (NFPA) Standards and all other recognized standards as approved by the Cambria CSD Fire Department shall be installed as follows:

1. Throughout new buildings.

Exceptions:

- a. A single-story building where floor area does not exceed 1,000 square feet and the occupancy is not a Group A, R, H or I occupancy.
- b. A building that contains only a Group A, Division 5 occupancy.
- c. 3,000 s.f. Agricultural accessory buildings as defined in Title 22, Section 22.06.040, 22.30.060 and Title 23, Section 23.08.041 of the San Luis Obispo County Code, that do not exceed one story with mezzanine (1/3 max floor area storage loft open to the floor below). Any spaces considered habitable, including habitable attics as defined in the CRC, shall cause the entire structure to be sprinklered.
- d. Greenhouses meeting requirements and limitations of CBC Appendix C.
- e. Barns open on two or more sides and covered arenas (no storage or stalls-riding only) do not require sprinklers unless closer than 50 feet from other structures. Any open barns/arenas used for public events shall be sprinklered.
- f. Agricultural barns (Group U per CBC Appendix C) up to 5,000 sq ft. Any habitable or conditioned space shall cause the entire structure to be sprinklered.

2. Additions. Throughout existing and new sections of an existing building where floor area is increased by 1000 square feet or where additions exceed 50 percent of the floor area. For the purpose of determining 50% of the existing floor area, the existing habitable or conditioned floor area shall be used. Increase in floor area shall be cumulative from January 1, 2008, with each issuance of a building permit, regardless of any change of ownership. For the addition to be considered detached in order to avoid sprinklers the detached structure must be separated by ten feet from the original structure. Any new structure that could be used as a guest bedroom or habitable space shall be sprinklered.

3. Alterations that exceed 50% of existing structure (any construction change or renovation to an existing structure other than a repair or addition). Alterations include, but are not limited to, the addition or elimination of walls within the existing building envelope. Alteration also includes modifications to the structure which involve complete removal and replacement of wall board within any room.

Exception: Alterations limited to replacement of only exterior wall coverings, only windows, only roofing and/or electrical services, sewer laterals, retaining walls, and routine plumbing, electrical and mechanical repairs.

4. Throughout existing and new sections of an existing building where an additional story is added.

5. Throughout existing and new sections of an existing building where there is an occupancy classification change in which the new occupancy results in a higher hazard or as deemed necessary by the fire code official. See section 3408.1.1 in this chapter.

6. In additions to existing buildings equipped with an automatic fire sprinkler system.

7. In buildings, or portions thereof, where cellulose nitrate film or pyroxylin plastics are manufactured, stored or handled.

8. At the top of rubbish and linen chutes and their terminal rooms. Chutes extending through three or more floors shall have additional sprinkler heads installed within such chutes at alternate floors. Sprinkler heads shall be accessible for servicing.

9. An automatic fire sprinkler system need not be installed in spaces or areas in telecommunications buildings used exclusively for telecommunications equipment, associated electrical power distribution equipment, batteries and standby engines, provided those spaces or areas are equipped throughout with an automatic fire alarm system and are separated from the remainder of the building by fire barriers consisting of not less than 1-hour fire-resistance-rated walls and 2-hour fire resistance-rated floor/ceiling assemblies.

DISCUSSION:

Introduction of Ordinance 05-2013 will be followed by submittal to the County in accordance with the requirements of Health and Safety Code Section 13869.7. After holding the required public hearing, and adoption at the December CCSD Board meeting, the Ordinance will then be submitted to the County for ratification by the Board of Supervisors and then sent on to the California Building Standards Commission for official filing. Upon filing with the State, the new regulations and standards would be fully enforceable within the CCSD.

In addition, in order to adopt revisions to the California Fire Code, Health and Safety Code Sections 13869.7, 17958.7, and 18941.5 require that findings be made that because of climatic, geographical and topographical conditions that exist within the local community, that the amendments to the adopted codes are necessary to protect life, health, the community environment and property. Accordingly, Resolution 45-2013 has been prepared for consideration by the Board of Directors in support of the adoption of more restrictive fire and life safety standards and requirements than those contained in the State's Fire Code. The proposed amendments to the California Fire Code and International Wildland Urban Interface Code focus on the many unique environmental, topographical, geological, climatic and emergency response issues that face the Cambria Community Services District. The proposed amendments addressed critical fire sprinkler requirements and fire safety issues specific to Cambria.

Attachments: Ordinance 05-2013
Resolution 45-2013
Exhibit A to Resolution 45-2013

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ THOMPSON ___ BAHARINGER ___ CLIFT ___ RICE ___ ROBINETTE ___

ORDINANCE NO. 05-2013

BOARD OF DIRECTORS
CAMBRIA COMMUNITY SERVICES DISTRICT
DATE: NOVEMBER 21, 2013

ORDINANCE AMENDING CHAPTER 6.04 OF THE CAMBRIA COMMUNITY
SERVICES DISTRICT MUNICIPAL CODE AND
ADOPTING AND AMENDING THE 2013 EDITION OF THE CALIFORNIA FIRE CODE
AND THE 2012 EDITION OF THE INTERNATIONAL WILDLAND URBAN INTERFACE
CODE

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

Section 1. FINDINGS.

The Board of Directors of the Cambria Community Services District, (hereinafter referred to as "District"), hereby makes the following findings of fact:

- A. Section 13869 of the Health and Safety Code of the State of California, and Article 2 (commencing with section 50022) of Chapter 1 of Part 1 of Division 1 of Title 5 of the Government Code, and 61100(d) of the Government Code, authorize the Cambria Community Services District to adopt an Ordinance, which incorporates by reference fire prevention codes, and amendments.
- B. The California Code of Regulations/CA Buildings and Standards Code, Title 24, Part 9 which includes the California Fire Code, is adopted by order of the California Legislature with supplements published in intervening years.
- C. The latest edition of the California Buildings and Standards Code was published this year and has the force of law beginning January 1, 2014.
- D. This Ordinance will repeal the current fire codes and all other previously adopted fire codes and amendments. This Ordinance will adopt and amend the 2013 California Fire Code, which is based on the 2012 International Fire Code, the 2012 International Wildland Urban Interface Code as published by the International Code Council, and the 2013 National Fire Protection Association Standard 1144 Standard for Reducing Structure Ignition Hazards from Wildland Fire, and will include annual supplements and State amendments and errata, and adopt the findings of fact.
- E. Pursuant to California Health and Safety Code Sections 13869.7, 17958.7 and 18941.5 the Board has adopted Resolution 45-2013 making specific findings, that because of climatic, geological, and topographical conditions that exist in Cambria, that the amendments to the adopted codes are necessary to protect the citizens life, health, property and the environment.

Section 2. Amendment to Section 6.04.010 of the Cambria Community Service District Municipal Code.

Section 6.04.010 of the Cambria Community Services District Municipal Code is hereby amended as follows:

“6.04.010 -- Adoption of the 2013 edition of the California Fire Code, the 2012 International Wildland Urban Interface Code and 2013 National Fire Protection Association Standard 1144.

Except as provided in Section 6.04.040, all articles and appendices of the 2013 California Fire Code, which is based on the 2012 edition of the International Fire Code as published by the International Code Council, the 2012 edition of the International Wildland Urban Interface Code as published by the International Code Council and the 2013 edition of Standard 1144 Standard For Reducing Structure Ignition Hazards From Wildland Fire as published by the National Fire Protection Association are adopted, including annual supplements, state amendments and errata.”

Section 3. Amendment to Section 6.04.020 of the Cambria Community Services District Municipal Code.

Section 6.04.020 of the Cambria Community Services District Municipal Code is hereby amended to as follows:

“Section 6.04.020 -- Establishment and Duties of the Fire Prevention Bureau.

1. The California Fire Code and all adopted fire prevention and life safety codes shall be enforced by the Cambria Community Services District Fire Department, operated under the supervision of the Chief of the Fire Department.
2. The Bureau of Fire Prevention is established and shall be operated under the supervision of the Fire Chief. The General Manager shall appoint the Fire Chief based on qualifications to perform those duties.
3. The Fire Chief may designate such members of the Fire Department as inspectors from time-to-time as necessary.”

Section 4. Amendment to Section 6.04.040 of the Cambria Community Services District Municipal Code.

Section 6.04.040 of the Cambria Community Services District Municipal Code is hereby amended as follows:

“Section 6.04.040 -- Amendments and Exceptions to the 2013 California Fire Code and 2012 International Wildland Urban Interface Code.

Pursuant to Resolution No.45-2013, the Board of Directors of the Cambria Community Services District found that because certain local Climatic, Geological and Topographical conditions exist within the district, more stringent building standards relating to fire and public safety than those standards adopted by the State Fire Marshal, and contained in the California Building Standards Code are necessary for fire protection within the District. Resolution No. 45-2013 and the findings contained therein are hereby incorporated by this reference. The following amendments and exceptions to the California Fire Code, 2013 edition, are therefore hereby made:

1. CFC Section 101.1 Title: Insert the Cambria Community Services District.

2. CFC Section 103.2 Appointment. This Section is deleted in its entirety.
3. CFC Section 108.1 Board of Appeals Established is amended as follows: To determine the suitability of alternate materials and types of construction and to provide for reasonable interpretations of the provisions of this code, there shall be and hereby is created a Board of Appeals consisting of the five members of the Cambria CSD Board of Directors. When a Cambria CSD Fire Code Appeal Board is convened, the Board of Directors shall become members of the Cambria CSD Fire Code Appeal Board. The existing rules and regulations of the Cambria CSD Board of Directors shall apply for appeal proceedings under this code. All decisions and findings will be placed into writing and a copy sent to the Fire Chief and the appellant.
4. CFC Section 113.2 Fees- is amended as follows: Fees are specified in the Cambria Community Services District Fee Schedules for District Services, as adopted by resolution by the Board of Directors..
5. CFC Section 202 Definitions – is amended to add the following definition:

SKY LANTERN – An airborne lantern typically made of paper with a wood frame containing a candle, fuel cell composed of waxy flammable material or other open flame which serves as a heat source to heat air inside the lantern to cause it to lift into the air. Sky candles, fire balloons and airborne paper lanterns mean the same as sky lanterns.
6. CFC Section 308 Open Flames – is amended to add the following section:
308.1.6.3 Sky Lanterns – The ignition and launching of sky lanterns is prohibited.
Exceptions:
Upon the approval of the fire code official, sky lanterns may be used under the following conditions:
1. When necessary for religious or cultural ceremonies and adequate safeguards have been taken in the discretion of the fire code official.
2. Sky lanterns shall be tethered in a safe manner to prevent them from leaving the area and must be constantly attended until extinguished.
7. CFC Section 307.1.1 Prohibited Open Burning- is amended as follows: All open burning, bonfires, warming fires, and debris fires are prohibited within the Cambria CSD jurisdictional boundaries, except as permitted and authorized by the Cambria Community Services District Fire Department and the San Luis Obispo County Air Pollution Control District. This amendment does not restrict barbecues or recreational fires in a permanent approved barbecue pit or a manufactured device designed for the purpose.
8. CFC Section 503.2.3 Fire Department Access Surface, is amended as follows: All fire apparatus access roads, must be able to support a minimum of 40,000 pounds as certified by a licensed civil engineer.
9. CFC Section 503.2.4 Fire Department Access Turning Radius, is amended as follows: The turning radius of a fire apparatus access road or driveway, shall be at least 28 feet inside radius and 48 feet outside radius.

10. CFC Section 503.4 Obstruction and Control of Fire Apparatus Access, is amended as follows: The Fire Chief and/or their authorized representatives, shall have the power and authority to remove or cause to remove, without notice, any vehicle or object parked or placed in violation of the California Fire Code. The owner of the vehicle or other object removed is responsible for all towing, storage and other charges incurred.
11. CFC Section 503.5 Required Gates or Barricades- is amended as follows: All motorized gates or barricades must have a system disconnect and a clearly understandable manual method of opening. All locks or other security devices must be either a Knox Company product or another similar system as approved by the Cambria CSD Fire Department.
12. CFC Section 603.4 Portable Un-vented Heaters is amended as follows: Portable un-vented fuel-fired heating equipment shall be prohibited in all occupancies and in all groups. All flammable and combustible fueled heaters that are not vented to the outside of the building are included in this section.
13. CFC Section 903.2 Automatic Fire Sprinkler Systems, Where Required- is amended as follows: An automatic fire sprinkler system that meets or exceeds the California Building Code Standards, National Fire Protection Association (NFPA) Standards and all other recognized standards as approved by the Cambria CSD Fire Department shall be installed as follows:

1. Throughout new buildings.

Exceptions:

- a. A single-story building where floor area does not exceed 1,000 square feet and the occupancy is not a Group A, R, H or I occupancy.*
- b. A building that contains only a Group A, Division 5 occupancy.*
- c. 3,000 s.f. Agricultural accessory buildings as defined in Title 22, Section 22.06.040, 22.30.060 and Title 23, Section 23.08.041 of the San Luis Obispo County Code, that do not exceed one story with mezzanine (1/3 max floor area storage loft open to the floor below). Any spaces considered habitable, including habitable attics as defined in the CRC, shall cause the entire structure to be sprinklered.*
- d. Greenhouses meeting requirements and limitations of CBC Appendix C.*
- e. Barns open on two or more sides and covered arenas (no storage or stalls- riding only) do not require sprinklers unless closer than 50 feet from other structures. Any open barns/arenas used for public events shall be sprinklered.*
- f. Agricultural barns (Group U per CBC Appendix C) up to 5,000 sq ft. Any habitable or conditioned space shall cause the entire structure to be sprinklered.*

2. Additions. Throughout existing and new sections of an existing building where floor area is increased by 1000 square feet or where additions exceed 50 percent of the floor area. For the purpose of determining 50% of the existing floor area, the existing habitable or conditioned floor area shall be used. Increase in floor area shall be cumulative from January 1, 2008, with each issuance of a building permit, regardless of any change of ownership. For the addition to be considered

detached in order to avoid sprinklers the detached structure must be separated by ten feet from the original structure. Any new structure that could be used as a guest bedroom or habitable space shall be sprinklered.

3. Alterations that exceed 50% of existing structure (any construction change or renovation to an existing structure other than a repair or addition). Alterations include, but are not limited to, the addition or elimination of walls within the existing building envelope. Alteration also includes modifications to the structure which involve complete removal and replacement of wall board within any room. Exception: Alterations limited to replacement of only exterior wall coverings, only windows, only roofing and/or electrical services, sewer laterals, retaining walls, and routine plumbing, electrical and mechanical repairs.

4. Throughout existing and new sections of an existing building where an additional story is added.

5. Throughout existing and new sections of an existing building where there is an occupancy classification change in which the new occupancy results in a higher hazard or as deemed necessary by the fire code official. See section 3408.1.1 in this chapter.

6. In additions to existing buildings equipped with an automatic fire sprinkler system.

7. In buildings, or portions thereof, where cellulose nitrate film or pyroxylin plastics are manufactured, stored or handled.

8. At the top of rubbish and linen chutes and their terminal rooms. Chutes extending through three or more floors shall have additional sprinkler heads installed within such chutes at alternate floors. Sprinkler heads shall be accessible for servicing.

9. An automatic fire sprinkler system need not be installed in spaces or areas in telecommunications buildings used exclusively for telecommunications equipment, associated electrical power distribution equipment, batteries and standby engines, provided those spaces or areas are equipped throughout with an automatic fire alarm system and are separated from the remainder of the building by fire barriers consisting of not less than 1-hour fire-resistance-rated walls and 2-hour fire resistance-rated floor/ceiling assemblies.

14. CFC Section 903.3.2 Quick Response and Residential Sprinkler locations-is amended as follows: All Group-R residences must have an approved automatic fire sprinkler head(s) installed in all attic or other areas where a forced air unit (FAU) or other open flame or heat producing device is located. An inspector's test valve must also be installed on all Group-R buildings at the point furthest opposite from where the fire sprinkler riser enters the building. Sprinkler heads and inspectors test valve locations are subject to approval by the Cambria CSD Fire Department.

15. CFC Section 2306.2.3 Above Ground tanks located outside, above grade is amended as follows: Keep existing sub-sections 1 through 5 and add sub-section 6, as follows:
6. All above ground liquid motor fuel tanks regardless of class of liquid or size must be permitted and approved by the Fire Chief or their designate.
16. CFC Section 5601.1 Explosives and Fireworks, is amended as follows: The discharge, possession and or storage of both Safe and Sane (California State Fire Marshal Approved) Fireworks as well as all illegal fireworks is prohibited, *except* for professional displays that are permitted and approved by the Fire Chief or their designate, in accordance with Title 19, California Code of Regulations, Chapter 6.
17. Section CFC 5609 is added to Chapter 56, Explosives and Fireworks to read as follows: Seizure of Fireworks. The Fire Chief or their designate shall have the authority to seize, take and remove fireworks stored, sold, offered for sale, used or handled in violation of the provisions of Title 19, California Code of Regulations, Chapter 6 and the California Health and Safety Code, Chapter 9. This shall include Safe and Sane fireworks as well as specified in amended Section 5601.
18. IWUIC Chapter 5 Table 502.1 Fire Hazard Severity: This table is eliminated.
19. IWUIC Chapter 5 Special Building Construction Regulations, Section 505 Class-2 Ignition Resistant Construction (505.2 only) and Section 506 Class-3 Ignition Resistant Construction (506.2 only) are amended as follows: Roof Covering. Roofs shall have either a Class-A roof covering or a Class-A roof assembly. For roof coverings where the profile allows a space between the roof coverings and roof decking, the space at the eave ends shall be fire-stopped to preclude entry of flames or embers. Partial roof replacements are not allowed.
20. IWUIC Appendix-C (Fire Hazard Severity Form) is eliminated in its' entirety and is replaced as follows: In order to determine the applicable Fire Hazard Severity Class rating for construction within the CCSD the current Cambria CSD Fire Wildland Fire Risk map will be utilized to determine the requirements for the ignition resistant class rating. When there is a conflict between California State severity zones and CCSD severity zone maps the more stringent requirement shall be applied. "

Section 5. Repeal of Conflicting Ordinances.

All former ordinances or parts thereof conflicting or inconsistent with the provisions of this Ordinance or the Code or Standards that were previously adopted are hereby repealed.

Section 6. Severability.

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 invalid or unconstitutional.

Section 7. Date of Effect.

This Ordinance shall take effect and be in force from and after its approval, as provided by law. Within thirty (30) days of passage, this Ordinance shall be published one time in a newspaper of general circulation published within the Cambria Community Services District's jurisdictional boundaries, together with the names of said Board Members voting for and against the Ordinance.

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

AYES:
NOES:
ABSENT:

Ordinance No. 05-2013 is hereby adopted

Michael Thompson
President, Board of Directors

ATTEST:

Justine Harris
Interim District Clerk

APPROVED AS TO FORM:

Timothy J. Carmel
District Counsel

RESOLUTION 45-2013
NOVEMBER 21, 2013

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMBRIA COMMUNITY SERVICES DISTRICT MAKING FINDINGS PURSUANT TO CALIFORNIA HEALTH AND SAFETY CODE SECTIONS 13869.7, 17958.7, and 18941.5 RELATED TO THE ADOPTION OF AMENDMENTS TO THE 2013 EDITION OF THE CALIFORNIA FIRE CODE AND THE 2012 EDITION OF THE INTERNATIONAL WILDLAND URBAN INTERFACE CODE.

WHEREAS, it is the responsibility and duty of the Board of Directors of the Cambria Community Services District to provide citizens with the greatest degree of protection from fire; and

WHEREAS, the California Fire Code , Title 24, Part 9 is adopted every three (3) years by order of the California Legislature with supplements published in intervening years; and

WHEREAS, the latest edition of the California Building and Standards Code was published this year and has the force of law beginning January 1, 2014; and

WHEREAS, Ordinance 05-2013 will amend Sections 6.04.010 et seq. of the Cambria Community Services District Municipal Code so that it adopts and amends the 2013 California Fire Code, which is based on the 2012 International Fire Code, and the 2012 International Wildland Urban Interface Code, State amendments and errata; and

WHEREAS, the Board of Directors of the Cambria Community Services District desires to make findings as required by the California Health and Safety Code Sections 13869.7, 17958.7, and 18941.5 that because of climatic, geographical and topographical conditions that exist within Cambria, the amendments to the adopted codes are necessary to protect the citizens life, health, the community environment and property.

The Board of Directors of the Cambria Community Services District does hereby resolve as follows:

1. That the recitals set forth hereinabove are true, correct, valid and incorporated into the body hereof by this reference.
2. Based upon the facts contained in "Exhibit A," which Exhibit is incorporated herein by reference, the Board of Directors hereby makes findings that because of climatic, geographical and topographical conditions that exist within Cambria, the amendments to the 2013 Edition of the California Fire Code and the 2012 Edition of

the International Wildland Urban Interface Code set forth in Ordinance 05-2013 are necessary to protect the life, health, environment and property within the CCSD. That said Exhibit, entitled "Cambria Community Services District Fire Department, 2013 California Fire Code Amendment Findings," a copy of which is on file in the Cambria Community Services District administrative offices located at 1316 Tamson Drive, Suite 201, Cambria, CA 93428, and is available there for public inspection, be and hereby is approved and adopted in the form set forth in said "Exhibit A".

The foregoing Resolution 45-2013 was adopted at a Regular Meeting of the Board of Directors of the Cambria Community Services District on November 21, 2013.

AYES:
NOES:
ABSENT:

Michael Thompson
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

Kathy A. Choate
District Clerk

Timothy J. Carmel
District Counsel

“EXHIBIT A”
CAMBRIA COMMUNITY SERVICES DISTRICT FIRE DEPARTMENT
2013 CALIFORNIA FIRE CODE FINDINGS

Pursuant to Sections 13869.7, 17958.7 and 18941.5 of the California Health and Safety Code, the report contained herein shall be facts and the findings document to support proposed Cambria Community Services District Ordinance No.05-2013. Under said ordinance, specific amendments have been established which are more restrictive in nature than those sections adopted by the State of California and contained in Title 24 of the California Code of Regulations.

The amendments to the California Fire Code, 2013 Edition (which is based on the 2012 International Fire Code as published by the International Code Council, and is part of the California Code of Regulations/ California Buildings and Standards Code, Title 24, Part 9), and the International Wildland Urban Interface Code 2012 edition (as published by the International Code Council), and the National Fire Protection Association Standard 1144, *Standard for Reducing Structure Ignition Hazards from Wildland Fire* will apply in the Cambria Community Services District. The amendments address the unique fire problems, concerns, and future directions, by which this District can establish and maintain an environment which will deliver an adequate level of fire and life safety protection to its citizens and visitors.

Under the provisions of Sections 13869.7, 17958.7 and 18941.5 of the Health and Safety Code, local amendments shall be based on climatic, geographical, or topographical conditions. The findings contained herein shall address each of these situations and shall present the local situation, which, either singularly or in combination, cause the need for the amendments to be adopted.

CAMBRIA COMMUNITY PROFILE

In 1866, the Town of Cambria was established. Cambria encompasses an area of approximately 5 square miles, with a residential population of approximately 6500. The physical location of Cambria is 1 mile north of Highway 46 West on California Highway 1 and immediately south of San Simeon Creek Road and California Highway 1, immediately adjacent to the Pacific Ocean. The majority of Cambria contains single-family residential housing, two distinct business areas, numerous hotels, motels and bed and breakfasts, as well as an elementary school, a middle school and a high school, and a small commercial business area. Housing areas are spread across Cambria at elevations ranging from 10 to 600 feet above sea level.

Traversing through Cambria is California State Highway 1 and the Pacific Ocean to the West. Another unique factor that can create a barrier is the possibility of an earthquake collapsing the Santa Rosa Creek bridges and San Simeon Creek Bridge, which would restrict access for emergency equipment.

Based on this profile of Cambria, the Cambria Community Services District Fire Department (CCSDFD) established certain requirements to increase the level of fire safety to the citizens and visitors of Cambria, as well as the buildings and property within its boundaries. The following points are factors which cause concern to the CCSDFD and are herein established and submitted as the findings:

1. CLIMATIC

The climate and weather patterns within Cambria are considered to be directly affected by the on-shore winds from the Pacific Ocean, located immediately to the West. Normal rainfall averages 20-25 inches annually. During the winter rainy periods Cambria has the potential to experience flooding. The West business district flooded several years ago, interrupting emergency service response to this area and other parts of the community. During these flooding events it would be imperative that the community has automatic fire suppression systems to extinguish or control a fire to which the CCSDFD has a delayed response. During the summer and fall months, temperatures average approximately 68 degrees and can exceed 80 degrees for a period of days. Dry winds can remove the moisture from vegetation. Cambria has also experienced periods of drought which push fuel moisture levels to significantly low levels for long periods of time. It is well documented that coastal fuel models do not respond well to long periods of drought and low fuel moisture. During late summer and fall, winds can move a fire quickly across the hills and/or through residential and commercial areas of Cambria.

Cambria experiences periods of low humidity, high temperature and winds each year. The age of the Cambria Pine Forest combined with diseases such as Pine Pitch Canker, create an environment where catastrophic wild land and resultant structural fires can occur. These conditions can create a situation where the Fire Department would commit limited resources to attempt to control and extinguish fire(s). The coastal fuel model types that are prevalent in and around Cambria are GR-6, GR-7, and TU-5. As mentioned above, these fuel model types have a scientific history of poor recovery from drought or low humidity and warm, dry wind conditions. In these known fuel types it is well documented and observed that flying brands or burning embers from any fire can and will ignite many new fires. Since this is an obvious risk to our community, we must embrace ignition resistant exterior building construction features that protect the occupants as well as the surrounding wildland urban interface and intermix areas from this ever-present fire. These climatic conditions could set the stage for potential wildfire occurrences and threaten the public safety of the community. Cambria has not experienced a significant wildfire in over 130 years.

2. GEOLOGICAL

The geologic features offered by Cambria give residents and visitors alike great scenic appeal. The coastline along the Pacific Ocean is emerging and is a rocky coast.

The area in and around Cambria has considerable evidence of prior seismic activity. During the last several years earthquakes centered in Parkfield, San Simeon and Templeton have caused significant seismic activity within Cambria. Several active faults are located to the East of Cambria and could result in damage occurring to the community. The disruption of streets and roadways due to seismic damage could delay the arrival of emergency fire response and allow fires to quickly escalate beyond the fire department's ability to suppress them. The installation of automatic fire suppression systems will allow the ability for the system to take action prior to the fire department's arrival. The potential for severe damage does exist for the entire built environment in the community but

respective distances to such faults may limit damage in new construction where damage to older existing structures could be serious.

The potential for earthquakes influences fire protection planning. A major seismic event would create a community-wide demand on fire protection services, which would be beyond the response capability of the fire department. Near shore and long distance Tsunami's can and would flood and damage large sections of Cambria. During flooding events it is well documented that building and other fires can and often do occur. This potential problem can be partially mitigated by requiring initial fire control through the installation of automatic fire protection systems. Extinguishing systems are instrumental in controlling or extinguishing fires in buildings in the event the water system is operating and undamaged by the seismic event. This increases the availability of firefighting resources to handle other emergencies during and after seismic events.

The geological layout of Cambria's hillside areas creates hazardous conditions should a storm or earthquake cause trees to fall and block roadways making access difficult or impossible until properly cleared. Landslides also frequently occur which can block ingress and egress. These conditions have occurred in the past and will happen again.

3. TOPOGRAPHIC

The topographic element of this report is associated closely with the geological element noted above. While the geological features create the topographic conditions, the areas of findings in this Section are a result of the construction and design of Cambria.

As the tourism activity in Cambria increases and parking lots fill with customers, delivery vehicles tend to double-park and add to congestion, which increases response times for emergency equipment. Most of Cambria's road system is below current access standards and pose challenges for responding emergency vehicles. Vegetation grows near or over the roadways' edge and are prone to erosion, landslides, and blockages by falling trees. These conditions have impacted the timely delivery of emergency fire response to the community. Local residents and visitors parking on or adjacent to already sub-standard streets create access problems and blockages for fire and emergency services. The requirement for automatic fire suppression systems, defensible space, ignition resistant exterior construction features and improved fire access would support the fire and life safety response.

California Highway 1 completely traverses Cambria, creating a potential "barrier" to emergency response teams. All roads must pass over Highway 1, which could be sensitive to collapse in the event of an earthquake. In this instance, Cambria could be physically divided.

The value of the land in Cambria is near the top in the County. Maximum usage of the land is important to property owners, investors and developers. The most effective method of achieving this is to allow large homes on small lots with Pine trees and vegetation all around the structures. In numerous cases property is very sparingly cleared and a single residential dwelling is built in its place.

The town of Cambria is currently a designated by Cal Fire as a high wildland fire severity zone. The rural nature of the town and the fact that a significant wildland fire has not occurred here in over 130 years places the community and visitors at significant risk. Narrow roads and steep hillsides increase response times and delay fire suppression efforts. The accumulation of combustible trees, dead vegetation, brush and grass create significant hazards and pose a severe burden on emergency response by the fire department. The potential for multiple fires would quickly overtax the CCSDFD ability to adequately provide service. The hillside location of homes, and the grouping together of numerous homes in a small area, also creates service delivery problems for the department. Fires occurring in these homes have a greater potential to spread to the wildland and therefore would expose additional structures to loss by fire.

The physical isolation of the town of Cambria places neighboring fire departments significant distances away. When fire mutual aid is needed, the 30 minute average response time for neighboring jurisdictions to arrive from the East and South allows a significant amount of time for fires to grow and exceed the resource capability of the responding adjacent fire equipment. Therefore, requirements for built-in fire protection, defensible space, fuel reduction, ignition resistant exterior building features and improved access would significantly improve the fire and life safety for the residents and visitors of Cambria.

STATEMENT OF THE PROBLEM

The CCSDFD is charged with the task of providing a reasonable degree of fire and life safety protection to the citizens and visitors to our town. The continued development and growth of Cambria, as it relates to the delivery of fire protection, are of major concern if we are to continue to provide even a minimum level of fire protection to our community.

These findings address the problem of community growth and cost of fire control while offering an alternative approach to the continually growing demand for publicly funded fire protection services.

A report by the Institute for Local Self-Government entitled “Alternative to Traditional Public Safety Delivery Systems,” finds that a fire chief must move toward built-in private fire protection equipment and systems if they are to control the fire department’s operational budget, and adequately address the community fire protection problem.

This study, using guidelines from the Institute for Local Self-Government and the National Fire Protection Association, proposed that the fire department control fires in all new structures built within their jurisdiction. This could be accomplished by using an established emergency response assignment that will not create a deficiency in the fire protection services currently offered to the already established community.

The CCSDFD’s emergency response assignment varies, depending on Paid-Call or Reserve Firefighter availability. Most Fire Departments consider two engine companies, a rescue unit, an EMS unit (paramedics), and a Chief Officer to be a minimum emergency response assignment for a single-family structure fire.

The CCSDFD's daily staffing includes three personnel on a single Engine Company, and an Automatic Aid response from CAL Fire/San Luis Obispo County Fire, other adjacent agencies as well as available Paid Call Firefighters. It then seems only reasonable that new structures constructed or added onto, in Cambria, be protected by built-in fire protection systems. The criteria for controlling the cost of fire protection in the CCSD is to cause (by ordinance) new structures, regardless of type of construction or occupancy, to be equipped with automatic fire sprinklers.

The amending and adoption of the 2013 California Fire Code, and the 2012 International Wild land Urban Interface Code and the NFPA Standard 1144 identifies a legally accepted, and recognized means to insure public safety and proper protection from fire. The adoption of these Codes together with the amendments provides a reasonable and established means of adequately protecting life, the environment and property in Cambria.

These findings and future fire code provisions of the same kind reduce the need for large additions to publicly funded fire protection, and allow the CCSD to grow with reasonable expansion of the CCSDFD. They also place fire protection and prevention in the community where the benefit can be realized much quicker and with greater benefit.

While smoke detectors are intended to provide an early warning that allows occupants to escape or defend themselves from the hazard of fire, automatic sprinklers are meant to control or extinguish a developing fire and to enable occupants to better escape. Automatic sprinklers are designed to respond quickly to suppress a fire, early in the fire's development stages. This will allow for the suppression or extinguishment of a fire, and still leave a breathable atmosphere for occupants to safely exit the building. Automatic fire sprinklers can also contain the fire to the building of origin, and therefore potentially keep the fire from spreading to the exterior wildland environment.

Based on these findings, Ordinance No.05-2013, will provide effective protection of the residents, the environment, as well as property, and help reduce the ravages of fire.

It should also be noted these findings are only a part of the total CCSD master fire protection plan. This may be one of the single most important elements toward the progressive improvement of the delivery of fire and life safety/protection services.

While the adoption of stringent regulations may not prevent all incidents of fire or deaths from fire, the implementation of the various codes and/or requirements will reduce the severity and potential for the loss of life, damage to the environment and property damage in our community.

Prepared and submitted by: Mark Miller, Cambria CSD Fire Chief

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9. C.**

FROM: Jerry Gruber, General Manager
David Hirsch, Assistant District Counsel

Meeting Date: November 21, 2013 Subject: Consideration of Temporary Extension of Time for Intent to Serve Letter for Pacific Western Bank, APN 024.191.062 (Cambria Pines)

RECOMMENDATIONS:

It is recommended that the Board of Directors grant a temporary four month extension of time for the Intent to Serve Letter for 12 Multi-Family EDUs for Pacific Western Bank (APN 024.191.062, and direct staff to work with the applicant regarding their proposal for a modified project.

FISCAL IMPACT:

Time extensions for Intent to Serve Letters are subject to paying fees in accordance with the CCSD's Fee Schedule and applicants are required to pay a \$400 deposit to cover the actual cost. We currently have a deposit on file for this property. At that time of the connection, if any, the applicant will be subject to paying the new connection fees that have been recently adopted by the Board.

DISCUSSION:

As the Board of Directors is aware, Pacific Western Bank previously requested a three year extension of their 16 EDU Multi Family Intent to Serve Letter. This request was originally considered by the Board at the August 22, 2013 meeting and the Board denied this request but invited the applicant to return when they had additional information and would be in compliance with the CCSD Code. The applicant subsequently reapplied with a request for a one year extension to provide ample time for the Bank to transfer ownership to a viable developer. After considering this reapplication at the September 26, 2013 meeting, a motion to grant the request failed by a vote of two Board Members in favor and three opposed. No further action was taken on the reapplication. The Intent to Serve Letter will expire on November 25, 2013.

The applicants project team has made a new proposal, and has indicated that a complete application has been submitted to the County. They are proposing that the number of units be reduced from 16 to 12, and have indicated that they are open to providing other project features and incentives to the District. They have also indicated that they would provide a written commitment to use local workers on the project, and have also added a local member of the community to their project team to assure that the community will have a "...local readily available person with whom they can always discuss any concerns".

Staff is recommending that a short, temporary four month extension be granted by the Board of Directors to allow staff to continue to work with the applicant to arrive at a proposal that may be acceptable to the Board. If the Board agrees, the Intent to Serve Letters will be reduced from 16 to 12 and extended to March 25, 2014 (it should be noted that the 4 Intent to Serve

Letters not included in the revised project will be extinguished). Staff would the schedule this item for further consideration at the Board's February meeting, and if an acceptable proposal is arrived at the Board could then consider a longer extension to allow the project to move forward.

It should be noted that the District is not restricted in any way to the applicant's current project proposal. The Board can request project features and incentives that provide the District with the greatest benefits, as determined appropriate by the Board. For instance, if the applicant contributed \$50,000 to the CCSD Buildout Reduction Program, that would fund approximately 62 lot mergers. This type of incentive would provide funding for an important, but unfunded District program.

CCSD Municipal Code Section 8.04.080(E)(3) vests the Board of Directors with full discretion regarding approval or disapproval of time extensions for Intent to Serve Letters. In addition, as previously advised in relation to the Pacific Western Bank request, CCSD Municipal Code Section 8.04.080(E)(3) also requires that applications for an extension of a Multi-Family Residential intent to serve letter have an application accepted by the County for processing of a minor use permit or development plan, and Section 8.04.080(E)(4) permits the Board to grant such hardship waivers from this requirement "...upon a showing by the applicant that the time extension is necessary and the failure to comply with the requirements of subsection [8.04.080](#) E(3) is the result of circumstances outside of its control, including but not limited to financial hardship, foreclosure of the property and acquisition by a lender, or any similar facts and circumstances." The applicant has previously submitted documents and information in support of their request for a hardship waiver of the requirements in Section 8.04.080(E)(3), based upon the history of the property, and other factors relating to the real estate market and their efforts to sell the property for development.

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ THOMPSON ___ BHRINGER ___ CLIFT ___ RICE ___ ROBINETTE ___