



CAMBRIA COMMUNITY SERVICES DISTRICT

Thursday, June 23, 2016 - 12:30 PM

1000 Main Street, Cambria, CA 93428

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

District Counsel to Report from the Closed Sessions held on May 26, 2016, and June 2, 2016.

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

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

3. ACKNOWLEDGEMENTS AND PRESENTATIONS

- A. Fire Chief William Hollingsworth to Receive the Oath of Office, Chief Badge and Collar Pins
- B. Balance Public Relations Diane Gonzalez, to Provide an Update of Activities

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 (Estimated time 15 Minutes total)

A. Manager's Report

i. Manager's Report

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

7. CONSENT AGENDA (Estimated time: 15 Minutes)

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

- A. CONSIDERATION TO APPROVE THE EXPENDITURE REPORT FOR MAY 2016**
- B. CONSIDERATION TO APPROVE THE REGULAR MEETING MINUTES FOR MAY 26, 2016 AND THE ADJOURNED REGULAR MEETING MINUTES FOR JUNE 2, 2016 AND THE SPECIAL BOARD MEETING MINUTES FOR MAY 26, 2016**
- C. CONSIDERATION OF RESOLUTION 24-2016 ESTABLISHING FISCAL YEAR 2016/2017 APPROPRIATIONS LIMIT**
- D. CONSIDERATION OF INCREASING THE SIZE OF THE BUILDOUT REDUCTION PROGRAM CITIZENS' COMMITTEE**
- E. CONSIDERATION OF RESOLUTION 26-2016 APPROVING AWARD OF FIRE HAZARD FUEL REDUCTION CONTRACT**
- F. CONSIDERATION OF ADOPTION OF RESOLUTION 30- 2016 AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A LEASE AGREEMENT FOR A NEW TELEPHONE SYSTEM**
- G. CONSIDERATION TO AUTHORIZE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CAMBRIA COMMUNITY SERVICES DISTRICT AND THE FRIENDS OF THE FISCALINI RANCH PRESERVE REGARDING DONATION TUBES AT THE FISCALINI RANCH PRESERVE**
- H. CONSIDERATION TO APPROVE PROFESSIONAL SERVICES AGREEMENT WITH CAROLLO ENGINEERS FOR DESIGN AND CONSTRUCTION PERIOD ENGINEERING SUPPORT SERVICES FOR THE WASTEWATER TREATMENT PLANT INFLUENT SCREEN PROJECT AND AUTHORIZE THE GENERAL MANAGER TO EXECUTE SAME**
- I. CONSIDERATION TO EXTEND THE AGREEMENT FOR CONSULTANT SERVICES WITH BALANCE PUBLIC RELATIONS**

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

- A. PUBLIC HEARING TO DISCUSS AND CONSIDER RESOLUTION 20-2016 APPROVING A FIRE SUPPRESSION BENEFIT ASSESSMENT CONSUMER PRICE INDEX (CPI) ADJUSTMENT AT THE RATE OF 1.1% FOR FY 2016/2017**
- B. PUBLIC HEARING TO DISCUSS AND CONSIDER ADOPTION OF RESOLUTION 21- 2016 CONFIRMING 2015 FIRE HAZARD FUEL REDUCTION ITEMIZED REPORT OF THE CAMBRIA COMMUNITY SERVICES DISTRICT**
- C. PUBLIC HEARING TO CONSIDER ADOPTION OF RESOLUTION 18-2016 CONFIRMING THE ITEMIZED REPORT TO COLLECT DELINQUENT SOLID WASTE COLLECTION AND DISPOSAL CHARGES ON THE COUNTY TAX ROLLS**
- D. PUBLIC HEARING TO DISCUSS AND CONSIDER ADOPTION OF RESOLUTION 25-2016 APPROVING THE CCSD BUDGET FOR FISCAL YEAR 2016/2017**

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

- A. DISCUSSION REGARDING MAY 22, 2014 ACTION SUSPENDING OUTSTANDING INTENT TO SERVE LETTERS AND CONSIDERATION OF LIFTING THE SUSPENSION
- B. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 28-2016 APPROVING AN EMPLOYMENT AGREEMENT BETWEEN THE CCSD AND GENERAL MANAGER JEROME D. GRUBER
- C. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 29-2016 AMENDING THE BYLAWS RELATING TO THE TIME OF REGULAR MEETINGS OF THE BOARD OF DIRECTORS AND ESTABLISHING MEETING TIMES FOR THE REMAINDER OF 2016
- D. CONSIDERATION OF VOTING TO ELECT A REPRESENTATIVE TO THE CSDA BOARD OF DIRECTORS, COASTAL NETWORK SEAT B
- E. DISCUSSION AND CONSIDERATION TO RECEIVE A DRAFT RESERVE POLICY
- F. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 27-2016 AMENDING RESOLUTION 04-2016 REGARDING THE SUSPENSION OF THE ENFORCEMENT OF SURCHARGES/PENALTIES RELATED TO THE WATER CONSERVATION MEASURES, RESTRICTIONS ON THE USE OF POTABLE WATER AND MAXIMUM WATER USE ALLOTMENTS

10. PUBLIC COMMENT (CONTINUED)

Members of the public who have not had the opportunity to speak on item 5 due to the limitation of time 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) (Estimated time: 15 Minutes)

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

12. ADJOURN

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.A.**

FROM: Jerry Gruber, General Manager

Meeting Date: June 23, 2016

Subject: MANAGER'S REPORT

Due to the length of the agenda for the June 23, 2016 CCSD Board of Directors Meeting, I will keep my General Manager's Report relatively brief. Attached for your review are the following documents. I will also be providing the CCSD Board a brief Power Point presentation on work being done on the Fiscalini Ranch and at the Wastewater Treatment plant.

- Landwatch Tentative Ruling from Judge Garrett.
- Letter from County Planning to the California Coastal Commission relating to Cambria Community Services District (CCSD) Emergency Coastal Development Permit (E-CDP) ZON2013-00589. Thank you Kathe Tanner for printing a very informative article in the Cambrian regarding this matter.
- Letter from CCSD Board President Gail Robinette to County Sheriff Ian Parkinson requesting additional Sheriff Coverage for the Community of Cambria.
- Letter of response from County Sheriff Ian Parkinson to CCSD Board President Gail Robinette relating to additional Sheriff Coverage for the community of Cambria.
- Detailed timeline from Crosno Construction Company relating to the replacement of the Fiscalini Tank.
- Wastewater Report.

Staff continues to make progress on all three of the goals adopted by the CCSD Board of Directors. The draft EIR is still scheduled to be released for Public Comment in August. The BRPCC continues to meet on a regular basis and staff continues to provide the Committee with information in a timely manner. Staff has also discussed the EIR with both the California Coastal Commission and the State Water Resources Control Board. Significant infrastructure and operational improvements continue to be made at the Wastewater Treatment Plant as outlined within the Wastewater Supervisor's report. Additional Capital improvements to the plant will be discussed as part of today's agenda under item 7H. The Wastewater Treatment Plant and related collection system continue to head in the right direction under the leadership of our new Supervisor Allchin. Nitrate levels leaving the Wastewater Treatment Plant continue to be extremely low, thus reducing any negative environmental impacts to the San Simeon Lagoon. The PROS Commission received a presentation on June 7, 2017 from Civil Design Studios relating to the East Ranch Park Project and the application submitted to the County for review. Two items were discussed relating to grading and drainage and the Americans with Disabilities Act. Direction was given to Civil Design Studios relating to both matters and it is anticipated that the application submitted to the County and the County's comments will be completed within the next 45-60 days. Once the application is deemed completed, Civil Design Studios, in conjunction with FIRMA and CCSD Staff, will compile the necessary documents for the project and put together a bid package.

I wanted to let everyone know that Mr. Tom Gray has stepped down as the District's Public Information Officer. I'd like to thank Mr. Gray for serving as the CCSD'S PIO during a critical time when accurate and timely information needed to be circulated to the media and the community relating to the Sustainable Water Facility.

To date, the cost associated with the Landwatch lawsuit brought against the CCSD is \$246,899. This does not include any of the District's staff time over the last year or so compiling data and information.

Since May 26, 2016, the CCSD has received a total of seven public records request.

I attended the following meetings on behalf of the CCSD.

- Met with Jo Ellen Butler, FFRP Executive Director.
- Met with Ted Siegler, BRPCC Chairperson.
- Met with State Water Resources Control Board to discuss Diversion Permits and EIR.
- Conducted telephone conference call with Tom Luster of the California Coastal Commission regarding the Sustainable Water Facility's EIR.
- Met with school Superintendent and Operations Manager to discuss collaborative efforts regarding the upkeep of the community's medians.
- Attend CSDA Leadership Summit.
- The CCSD was part of the Chamber of Commerce's Business Showcase.
- Continue to meet with Department Managers on a regular basis in addition to conducting periodic site visits.

ADMINISTRATION:

We will soon be replacing our website. Look for that change in the near future.

Human Resources

Administration:

I would like to welcome Haley Dodson. She is our new Confidential-Administrative Assistant. She will be the staff member assigned to work with and support the Buildout Reduction Program Citizens' Committee as well as the PROS Commission. She is doing a great job. Please stop by the Administration Office and help us welcome her to the District.

We are currently recruiting for an Administrative Technician I to fill the position at the Administrative Office front desk.

Wastewater Department:

We are looking into reorganizing the department and will bring an item to the Board in the next month or so. We are looking to create licensure redundancy within the department similar to what we have in the Water Department.

Fire Department:

We are now recruiting for a Fire Captain following the appointment of William Hollingsworth to the Chief position.

FACILITIES AND RESOURCES:

1. Fiscalini Ranch Preserve:

- a. Forest Rehabilitation Project
 - i. On Wednesday June 1st, Calfire crews began work on a one acre test plot on Fiscalini Ranch.
 - ii. Prior to work commencing, biological and botanical surveys were conducted. Bird nests, woodrat nests and special plants were identified and clearly marked.
 - iii. Brooke Langle (Biologist) from Terra Verde Environmental Consulting conducted a meeting with crew prior to work commencing.
 - iv. Alan Peters (Calfire Forester) and Holly Sletteland (FFRP) clearly marked the entire one acre plot with flagging.
 1. Blue Flagging: identified the boundaries of the one acre plot.
 2. Orange Flagging: trees that were not to be cut.
 3. Caution tape/green: environmentally sensitive areas.

- v. Work on the one acre plot was finished on June 9th.
 - 1. 40 yards of material were hauled away.
 - 2. 120 yards of material were chipped.
- vi. Wood chips will be spread out on Victoria trail in an upcoming FFRP work day.
- 2. **Fire Breaks:**
 - a. CCSD Staff has mowed fire break on Ranch: Huntington, Windsor, Wedgewood, Warren, and Santa Rosa Church.
- 3. **Weed abatement CCSD Lots:**
 - a. CCSD lots have been bid out and awarded.
 - b. Staff is working on identifying Land Conservancy Lots that need to be weed abated; these lots were recently transferred to CCSD.
- 4. **Vets Hall:**
 - a. 24 Events were held at the Vets Hall since last Board Meeting.
 - b. Memorial Flag Memorial Expansion:
 - i. American Legion will be expanding the Flag Pole memorial.
 - ii. Work is scheduled to begin June 20th and it's anticipated that it will last until mid-October.
 - iii. Work will be Monday-Thursday.
 - iv. Work is being coordinated with Farmers Market Manager Jeff Nielsen.

ENGINEER:

Key activities since the May 26, 2016 Board meeting report have included:

- Sustainable Water Facility (previously referenced as the Emergency Water Supply Project):
 - Continue to coordinate with Michael Baker International on the Sustainable Water Facility's EIR.
 - Updated & resubmitted a project completion report in response to DWR review comments. This report is required by the DWR to support release of the 5% final retention of the Prop 84 IRWM grant, which amounts to \$219,112.75.
- Permit Counter: Continue to respond to miscellaneous permit counter information requests and remodel reviews. Completed reviews of several single family home remodels.
- Miscellaneous Wastewater Plant Repairs: Development of professional services agreement with Carollo Engineers for designing the influent screen support structure and its ancillary piping, electrical, and instrumentation connections. We are now planning to complete installation of the new influent screen during the first half of FY 2016/2017.

Well Level reports from 6/1/2016 readings are being made available on the District website located at www.cambriacsd.org.

FIRE:

Prevention and Education (May, 2016)

- 00 Residential rough/hydro inspections were completed
- 00 Hydrant pressure test completed
- 02 Fire final inspections
- 03 Residential site visits for building questions
- 01 Residential plan reviews
- 07 Engine company commercial fire and life safety inspections were conducted
- 02 Public education events.
- 06 Residential smoke detectors were installed and or the batteries changed

- 04 Contacts with people regarding fire prevention questions
- 02 Fire Engine and Station tours

Meetings and Affiliations (May, 2016)

- County Fire Chief's meeting May 4, 0900 Fire Station 57
- Staffing and Planning meeting May 11, 1400 CCSD Office
- Fire Safe Focus Group May 11, 1500 Fire Station 57
- Budget meeting May 13, 1400 CCSD Office
- BRPCC meeting May 17, 1500 Fire Station 57
- Transition meeting with BC Shalhoob May 19, 0900 Fire Station 57
- EMSA Narcotics meeting May 19, 1000 EMSA
- CCSD Board meeting May 26, 1230 Vets Hall
- Budget meeting May 31, 1300 CCSD Office

Operations

- 347.75 Training hours were logged for Cambria Fire Department for the month of May.
- We completed our Reserve Firefighter Academy. We have added six additional reserve firefighters to our staff.
- We are still waiting to hear from FEMA as to the status of our grant applications for replacement PPE, fire engine and prevention materials. We have **not** been excluded.
- The annual WUI (Wildland Urban Interface) training exercise took place in Cambria on May 5th 2016. We hosted and assisted the SLO County Training Officers Association with the preparation for the event. The exercise included all of the Local Government Fire Departments within SLO County and five fire engines from Santa Barbara County. Law Enforcement along with CERT conducted mock knock and notify evacuations. No physical evacuations took place.
- On May 5th, the Cambria Firesafe Focus Group sponsored hosted a fire preparedness event at the Santa Rosa Catholic Church. The on duty Engine crew, the local ambulance crew, a CAL FIRE transport and bulldozer were on site for the public to view and ask questions. There was a booth set up where locals could ask specific questions related to fire prevention. There was also a station for residents to have their fire extinguishers inspected and serviced.
- On May 28th, we participated in the Historical Society Heritage Day with the 1933 Dodge.

Fire Statistics are attached for your review

WASTEWATER:

The most significant news to share is that Tim O'Marr has passed his grade I exam and is ready for the grade II.

Wastewater Treatment Plant Operations (April, 2016):

- FRM is now on an as-needed basis with the Wastewater Treatment Plant and the Collection System.
- The April 2016 monthly self-monitoring report was completed and submitted to the Water Board.
- Aeration blower has been repaired and is now online.
- We have the smaller 100 horse power blower, up and running now.
- Effluent pump #2 has been removed and is being rebuilt. A new discharge base has been ordered to replace the existing broken base.

- We are currently working on removing the sludge from the plant and making arrangements to have the sludge removed as it is produced, which was previously stockpiled on site and removed once annually.
- We have put to use some of the welding equipment and started to replace the hand rails.

Collection Systems & Lift Stations

- We are continuing our work upgrading the lift stations.

Laboratory:

- Abalone Coast Analytical submitted an initial review copy of one of laboratory quality assurance manuals they have been working on via their contract services agreement with the District. This updated manual is needed as part of the District's goal to re-establish its Environmental Laboratory Accreditation Program (ELAP) certification with the State.
- Abalone Coast Analytical continues to provide the services of a certified laboratory analyst for those analyses that are reported to the State.

Administrative:

- We have completed interviews for the WW-II position and were unable to secure a candidate. This will be reviewed and a new recruitment will begin soon.

WATER:

1. A draft has been completed for one of the reports requested by the Department of drinking water. We are still awaiting final approval from DDW.
2. I am currently working on a draft of the other two reports for DDW. I hope to have them completed by next month.
3. The wells levels in the San Simeon basin are just above average and the levels in the Santa Rosa basin are holding steady. I have increased the production from the San Simeon wells slightly to account for the above average levels.
4. Production for May is up 2.87 Ac/Ft from last year while it is still down 18.41 Ac/Ft from 2013.
5. The water department has been working diligently to address many of the fire hydrants in town as a lot of them appear to be in poor working order. I would like to start working with the fire department in the near future to get some much need fire flow information.
6. We are continuing to work on water valve exercising. To date we have completed approximately 50%.
7. I am also working with the staff at H2O innovations to get the monitoring package they have set up in a fashion that will allow the district to minimize the monthly report costs for the SWF.

Production data, well level reports, and associated graphs are attached for your review and can be located on the District's website: www.cambriacsd.org

Attachments: SLO Superior Court Honorable Judge Garrett's Tentative Ruling for Landwatch vs. CCSD
SLO County letter to the California Coastal Commission
President Robinette's Letter to Sheriff Parkinson
Sheriff Ian Parkinson's Letter to President Robinette
Fiscalini Tank Crosno Timeline
Wastewater Report
Finance Manager's Report
Water production and well level graphs
Fire Statistics

Landwatch San Luis Obispo County v. Cambria CSD, 14CVP-0258

Hearing: **Petitioner’s Writ of Mandate**

Date: **May 27, 2016, Department 8**

Landwatch San Luis Obispo County (Landwatch) brings this action challenging the Cambria Community Services District’s (District) construction and operation of a brackish water supply treatment facility (Project) under an emergency coastal development permit (ECDP) approved by the County of San Luis Obispo’s Department of Planning and Building (County). In addition to the County’s approval of the ECDP, the District also obtained a “concurrence” in the District’s Notice of Exemption from the Governor’s Office of Planning and Research (OPR) which exempted the Project from CEQA pursuant to the Governor’s executive order.

The second amended writ petition includes causes of action for violation of CEQA against the District, violation of the Coastal Act against the District and the County, and breach of the public trust doctrine against all Respondents. Based on the Court’s ruling on the demurrer to the first amended petition and the nature of the causes of action, the Court, when setting the hearing on the writ of mandate, anticipated it would be limited to the first cause of action involving the alleged CEQA violations. However, based on Landwatch’s moving papers and the oppositions filed by Respondents, it appears the parties are prepared to discuss all matters at the hearing.

The first cause of action is for alleged CEQA violations. According to Landwatch, the Project did not qualify for an “emergency” exemption under CEQA. Landwatch argues that the District used a contrived water shortage to create an “emergency” for purposes of constructing a Project that addresses long-term water supply concerns, but without the necessity of complying with CEQA’s environmental protections. Correspondingly, Landwatch also contends the District was not entitled to a CEQA exemption from OPR.

As raised in the demurrer and Landwatch’s motion for preliminary injunction, the District again emphasizes that the Project for CEQA purposes was “approved” on January 30, 2014 (Resolution No. 05-2014), and this action was filed nearly nine months later. As such, the District argues that the first cause of action is barred by the 180 day CEQA statute of limitations. [Public Resource Code §21167(d)]¹

¹ Public Resource Code §21167(d) states as follows: “An action or proceeding alleging that a public agency has improperly determined that a project is not subject to this division pursuant to subdivision (b) of Section 21080 or Section 21172 shall be commenced within 35 days from the date of the filing by the public agency, or person specified in subdivision (b) or (c) of Section 21065, of the notice authorized by subdivision (b) of Section 21108 or subdivision (b) of Section 21152. If the notice has

Landwatch focuses on the District's September 9, 2014 filing of a Notice of Exemption (NOE) with OPR, and on OPR's September 12, 2014 issuance of its concurrence exempting the Project from CEQA. As was discussed in the Court's ruling on the prior demurrer, those allegations were sufficient to comply with the 35 day statute of limitations period following the filing of a NOE. However, the statute of limitations issue appears now to be dependent upon when the District "approved" the Project. In other words, Landwatch's CEQA based claim requires a determination that the Project was not approved in January 2014.

In support of its position, Landwatch highlights the District's efforts over the past 15 years to design and obtain approval for a long-term supply of additional water. This included plans to construct a saltwater desalination project. Through that process, the District in 2013 ultimately came up with four viable alternatives to create an alternative water supply. According to Landwatch, the District, in January 2014, took advantage of the drought conditions to approve a long-term water supply project under the guise of an emergency which allowed the District to bypass CEQA.

Without restating all of the facts set forth in Landwatch's trial brief, the crux of its argument is that the District, on January 30, 2014, approved two "projects:" (1) a small project to restart older wells, and (2) a decision to initiate the development of a long term brackish water supply project. As to the brackish water supply project, Landwatch argues that the District, on January 30, 2014, simply authorized the use of emergency contract procedures, transferred funds from the general fund to the water fund, and entered into a consulting agreement with CDM Smith. Thereafter, on February 13, 2014, District Staff was authorized to seek an emergency coastal development permit with the County to complete the emergency water supply project.

With regard to environmental review, Landwatch cites to CDM Smith's Task Order 2 which describes as Task 8 an initial environmental study/mitigated negative declaration. Landwatch points to the fact that on June 20, 2014, the District circulated the draft initial study/mitigated negative declaration.² Landwatch emphasizes that numerous governmental agencies that were asked to provide comments identified a variety of environmental concerns. Most critical of all were from the Coastal Commission which identified incompatibilities with the Coastal Act. Landwatch concludes that because of these environmental roadblocks, the District then changed course on September 9, 2014

not been filed, the action or proceeding shall be commenced within 180 days from the date of the public agency's decision to carry out or approve the project, or, if a project is undertaken without a formal decision by the public agency, within 180 days from the date of commencement of the project."

² Two critical points made by the District relate to the initial study/mitigated negative declaration released in June 2014, and the District's filing of the NOE in September 2014. As emphasized by the District, the June 20, 2014 initial study specifically states that its purpose is to support the Project's regular Coastal Development Permit which is consistent with the District's assertion that the initial study was prepared in conjunction with the District's application for a regular CDP.

and elected to file the NOE which triggered Landwatch's right to challenge the District's determination that the Project was exempt from CEQA.³

In opposition, the District portrays a different interpretation of its decision to proceed with the Project. According to the District, the Project was clearly approved on January 30, 2014, in response to a severe drought which caused the California Department of Public Health to send out notices to all local water agencies urging them to develop drought response contingency plans. The District also highlights that on January 17, 2014, Governor Brown proclaimed a state of emergency as to water supplies.

At its January 30, 2014 meeting, the District, in response to the drought, declared a Stage 3 Water Shortage Emergency. As to the water supply, the District ordered the restarting of two wells and approved the completion of a brackish water supply project. The District adopted Resolution 05-2014 which itself identifies an emergency water supply project, authorizes expenditure of District funds to develop and implement the emergency project, authorizes the general manager to enter into contracts, suspends the competitive bid process, and most importantly, determines that the "project" is exempt from CEQA pursuant to Public Resource Code §21080. This makes for a compelling argument that the actions taken by the District on January 30, 2014 constitute an "approval" of the Project under CEQA Guidelines, §15352(a), because the District committed itself to a definite course of action for the development and construction of an emergency water supply project. (See *Stockton Citizens for Sensible Planning v. City of Stockton* (2010) 48 Cal.4th 481, 505; *Van De Kamps Coal. v. Bd. of Trustees of Los Angeles Cmty. Coll. Dist.* (2012) 206 Cal.App.4th 1036, 1046-1047.)

Contrary to Landwatch's position, the Court is inclined to accept the District's interpretation that the Project was approved on January 30, 2014, such that the Court must revisit the statute of limitations argument. In ruling on the prior demurrer, the Court concluded that the 180 day statute of limitations under Public Resource Code §21167(d) did not apply because the District issued a notice of exemption. (*Stockton Citizens for Sensible Planning v. City of Stockton* (2010) 48 Cal.4th 481, 500; *Creed-21 v. City of San Diego* (2015) 234 Cal.App.4th 488, 508.) Because the District filed the NOE, the Court for purposes of the demurrer found that the 35 day statute of limitations was potentially applicable such that Landwatch's first cause of action survived the demurrer.

³ In earlier motions, it was unclear why the District elected, in September 2014, to issue a NOE when it arguably approved the Project back in January 2014. The District now explains that the NOE was filed in response to the Regional Water Quality Control Board's request. Evidently, when the District was seeking certain necessary permits, the Control Board requested that the District obtain a concurrence from the OPR that the Project was exempt from CEQA under the Governor's executive order. That explanation is consistent with OPR's September 12, 2014 concurrence which references the NOE and that the Department of Public Health identified the District as having a critical drinking water shortage. However, Landwatch objects to the District's introduction of a declaration from its engineer, Robert Gresens.

Revisiting the issue in light of the arguments made here, and further clarification about the “approval” of the Project, the Court now believes the 180 day statute of limitations was triggered on January 30, 2014 and that the NOE did not independently retrigger a new statute of limitations. Landwatch impliedly concedes this point because its CEQA claim is premised solely upon its assertion that the Project was not approved in January 2014. Landwatch in its reply also makes the point that the 180 day and 35 day statutes of limitations are not mutually exclusive. Rather, the filing of a NOE merely provides for a method for a public agency to shorten the 180 day time period. [See Public Resource Code §21167(d)] More importantly, Landwatch does not cite to any authority that the filing of the NOE retriggered a new statute of limitations. Likewise, the Court was unable to identify any dispositive authority on the issue. To the contrary, the District cites to cases that affirm the NOE is merely a method for triggering a shorter statute of limitations and that it does not retrigger a new statute of limitations. (See *Apartment Ass'n of Greater Los Angeles v. City of Los Angeles* (2001) 90 Cal.App.4th 1162, 1171; *May v. City of Milpitas* (2013) 217 Cal.App.4th 1307, 1335; *Cty. of Amador v. El Dorado Cty. Water Agency* (1999) 76 Cal.App.4th 931, 965.)

Even if the first cause of action was not barred by the statute of limitations, the District makes a strong argument that its determination that the Project was statutorily exempt is supported by substantial evidence. Typical of a writ proceeding, Landwatch and the Respondents appear to have differing opinions as to the applicable standard of review. Landwatch contends that the District’s decision presents a question of law requiring de novo review. Whereas, the District argues review of its factual determination that a project falls within a statutory exemption is governed by the substantial evidence standard. The recent case of *Defend Our Waterfront v. California State Lands Comm'n* (2015) 240 Cal.App.4th 570, summarizes the standard of review as follows:

Typically, courts resolve substantive CEQA issues by determining independently whether the administrative record demonstrates any legal error by the agency and whether it contains substantial evidence to support the agency's factual determinations. (*North Coast Rivers Alliance v. Westlands Water Dist.* (2014) 227 Cal.App.4th 832, 850.) Thus, an ‘agency's finding that a statutory exemption applies to a project will be upheld if substantial evidence supports the finding of exemption. [Citation.]’ (*Ibid.*) ‘On the other hand, if we are required to construe the scope of a statutory exemption, to that extent the issue becomes one of statutory interpretation to which we apply de novo review. [Citations.]’ (*Id.* at p. 851; *Defend Our Waterfront* at 587.)

Public Resources Code §21080(b)(4) provides that CEQA does not apply to specific actions necessary to prevent or mitigate an emergency. Public Resources Code §21060.3 defines “emergency” as a sudden, unexpected occurrence, involving a clear and imminent

danger, demanding immediate action to prevent or mitigate loss of, or damage to life, health, property or essential public services. As way of example, the statute refers to occurrences such as fires, floods, earthquakes, riots, accidents or sabotage. Here, Landwatch argues the above statutory exemption does not apply to a long-term water supply project as approved in this case. According to Landwatch, this is not a sudden and unexpected occurrence. Rather, Landwatch argues that the Project was approved to address a chronic water supply issue.

Even considering this to be a scope of exemption question that requires de novo review, it appears that the Project falls within the statutory emergency exemption under Public Resources Code §21080(b)(4). In *CalBeach Advocates v. City of Solana Beach* (2002) 103 Cal.App.4th 529, there was a significant notch in a 74 foot stretch of coastal bluff between two seawalls. The fracture created a very high likelihood that the bluff would collapse during the upcoming winter storm season which would damage homes located close to the edge of the bluff. The City of Solana Beach granted a special use permit under CEQA's emergency exemption. In *CalBeach*, the petitioner argued that there was no emergency because the erosion and failure of the bluff was a condition and not a sudden and unexpected occurrence.

The appellate court in *CalBeach* disagreed with the petitioner and found that a state of being can consist of many occurrences. (*Id.* at 537) In other words, the collapse of the bluff, like an earthquake or forest fire, is an occurrence. Here, when the District runs out of water that could arguably be an occurrence. Even so, similar to the petitioners in *CalBeach*, Landwatch argues that this drought condition is not an unexpected occurrence. However, the *CalBeach* court concluded that section 21080(b)(4) exempts projects that prevent emergencies which was the stated purpose of the Project in this case. Thus, a water emergency as declared in the Governor's January 17, 2014 proclamation, coupled with the Department of Public Health's warning to water providers and the District's declaration of a Stage 3 water shortage emergency, would qualify as an emergency exemption under section 21080(b)(4).

Next there is substantial evidence to support the District's determination that the Project is exempt. As pointed out by District and as contained in the administrative record certified by the District, there is substantial evidence to support the District's conclusion that there was an imminent water supply shortage. Due to lack of rain and any recharge, the District was informed in January 2014 that there was, at best, only four months of water remaining. The District took the extraordinary measure of declaring a Stage 3 water shortage condition. Also, as stated above, the Governor on January 17, 2014 declared a state of emergency related to water supplies because of the ongoing drought, and called on water suppliers to immediately implement water shortage contingency plans. The Court would be hard pressed to conclude that there was not a sufficient emergency to support the District's conclusion that the Project was exempt from CEQA.

The second cause of action is asserted against the District and the County and alleges that the District is currently in violation of the ECDP, and that the County is violating the Coastal Act and its certified LCP because it is not enforcing the conditions of the ECDP against the District. According to Landwatch, these violations are actionable under Public Resources Code §§39803 and 30804.⁴ As emphasized by Landwatch, the ECDP required that the District, within 30 days of its issuance, to apply for a regular CDP to authorize the Project. Also, the ECDP was originally set to expire on November 15, 2014, but has subsequently been extended by the County. Additionally, the District was to provide semi-annual monitoring reports to the County.

Landwatch argues that the District has failed to meet these requirements and the County has not enforced the requirements and unlawfully allowed the District to continue to operate the Project under the ECDP. Landwatch believes that this conduct is actionable through a declaratory judgment and/or equitable relief. Landwatch provides a detailed chronology of how the District has allegedly failed to comply with the ECDP and how the County has allegedly violated the Coastal Act by not enforcing the conditions of the ECDP. In support of these claims, Landwatch submits deposition testimony from Airlin Singewald, a Senior Planner with the County. Because of the alleged violations, Landwatch requests that the Court enjoin the District from operating the Project until it obtains a valid coastal development permit.

With regard to the County, Landwatch argues that it is entitled to the issuance of a writ of mandate to enjoin the County from authorizing any further operational activity under the ECDP, and that under Public Resources Code §30804 it is entitled to bring this action to enforce the law.

In opposition, the District disputes that it is operating the Project in violation of the ECDP. Rather, the District asserts it has faithfully complied with or is complying with all terms of the ECDP. The District also argues that the Court has no authority to issue any order enjoining the operation of the Project or to force the County to take any particular action. Rather, the District asserts that only the County has the discretion to decide how to enforce or address any alleged violations of the ECDP.

The County files its own opposition to Landwatch's claims. The County argues it properly issued the ECDP and that the District is in compliance with the conditions of the ECDP. The County renews its argument that under County Code §23.01.080, Landwatch is time-barred from challenging the issuance of the ECDP and also time-barred from contesting the County's alleged failure to enforce the ECDP. The County points out that Landwatch fails to cite to any authority to allow Landwatch to get around this limitation.

⁴ Landwatch is precluded from challenging the County's issuance of the ECDP because the Court, in ruling on the demurrer, found that the claim is barred by the applicable 90 day statute of limitations.

Similar to the District, the County also asserts that Landwatch cannot compel the County to exercise its discretion to address any alleged violations of the ECDP. Any enforcement mechanisms authorized by the County Codes are exercised based on the discretion of the County Planning Director. In other words, there is nothing in the County Codes that would compel the County to unilaterally revoke the ECDP. More importantly, the County emphasizes that there is no authority cited to establish that Public Resources Code §30804 in the Coastal Act can be used to compel a regulatory governmental agency to take a certain action.

As to the second cause of action, the Court, as stated above, was not anticipating that it would be addressed at this writ of mandate hearing. Based on the fact that the evidence introduced by Landwatch includes deposition testimony by the County's senior planner and the fact that any alleged violations of the ECDP are disputed, it would appear that adjudicating the second cause of action may require an evidentiary hearing as it goes beyond the scope of any administrative record.

Even assuming there are violations of the ECDP, the Court is not convinced that it can compel the County to act through a writ of mandate. In reply, Landwatch asserts that the Court can issue a writ of mandate to force the County to take certain ministerial actions to enforce the District's compliance with the ECDP. (*Terminal Plaza Corp. v. City & Cty. of San Francisco* (1986) 186 Cal.App.3d 814, 836) This may be too simplistic of a view. First, the complaint appears to only allege claims for declaratory or equitable relief. Second, the County makes a strong argument that the Court cannot compel the County to enforce the ECDP in a certain manner. Rather, the County appears to have discretion in how it deals with the District and any alleged noncompliance with the ECDP. Third, the same can be said for the Coastal Act; it is unclear how the County can be compelled to enforce the ECDP under the Coastal Act. Fourth, and most importantly, the latest extension of the ECDP is set to expire on June 30, 2016. The Court was recently provided with a copy of correspondence from the Coastal Commission urging the County to deny any further extension. As such, any determination by the Court at this juncture as to whether or not the District is in violation of the ECDP, or any order compelling the County to enforce the ECDP, is premature and would amount to an advisory opinion.

With regard to Landwatch's third cause of action for violation of the public trust doctrine, those claims appear to be duplicative of the second cause of action. Also, as to the OPR and the State Water Resources Control Board, Landwatch concedes there is no need to adjudicate those claims.

Based on the foregoing reasons, the Court is not inclined to grant Landwatch's request to make a determination that the District is operating the Project in violation of CEQA, the Coastal Act, and public trust doctrine, or enjoin any further operation of the Project.



DEPARTMENT OF PLANNING AND BUILDING

Promoting the wise use of land - Helping to build great communities

June 3, 2016

Mr. John Ainsworth, Acting Executive Director
California Coastal Commission
45 Fremont, Suite 2000
San Francisco, CA 94105-2219

Subject: Cambria Community Services District ("CCSD") Emergency Coastal Development Permit ("E-CDP") ZON2013-00589

Dear Mr. Ainsworth:

Thank you for your letter dated May 16, 2016 regarding the above-referenced project. Your letter notes several concerns regarding the CCSD's emergency water supply project and recommends the County not grant a third time extension for the E-CDP. Respectfully, it appears that you've been provided with erroneous information, which I'd like to take this opportunity to correct.

Contrary to the claim in your letter, the E-CDP is not set to expire on June 30, 2016. Condition #2 of the E-CDP gives the CCSD the flexibility to operate the facility during the current drought¹ and future droughts that meet specified conditions while the CCSD is in the process of obtaining a regular CDP. The condition intentionally did not include an expiration date because it is difficult to predict the amount of time the CCSD would need to obtain a regular CDP.

The background section of your letter references two key deadlines associated with the E-CDP and erroneously equates them to expiration dates of the E-CDP. To clarify and correct the record, the County issued the E-CDP on May 15, 2014 and required the CCSD to complete construction of the facility within 180 days, or by November 15, 2014. The purpose of this deadline was to ensure a timely remedy of the underlying emergency. It was not an expiration date of the E-CDP as asserted in your letter. Condition #6 of the E-CDP required the CCSD to apply for a regular follow-up CDP within 30 days of E-CDP issuance, or by June 15, 2014. The CCSD complied with this requirement when it submitted a regular follow-up CDP application (DRC2013-00112) on June 15, 2014. The CCSD is actively working with the County to complete the CDP application and its Draft Environmental Impact Report (EIR), so the project can proceed to a public hearing. The CCSD has until June 30, 2016 to submit additional information in response to the County's initial review letter. If the CCSD is unable to provide the additional information and requests more time while it completes its Draft EIR, currently estimated to be released in August 2016, I will evaluate that request and make a determination at that time. However, please understand that it is the

¹ As of May 26, 2016, the U.S. Drought Monitor designates San Luis Obispo County as an Extreme to Exceptional Drought Area.

County's longstanding practice to give applicants sufficient time, including extensions of time if necessary, to prepare technical studies in support of their projects. This practice is consistent with the reality that, even if no additional time is given and the application is deemed withdrawn pursuant to the County's Coastal Zone Land Use Ordinance, the CCSD, like any applicant, has the right to immediately apply again and thereby remedy any potential conflict with the terms of its E-CDP. Moreover, the amount of time the CCSD has taken so far is typical for a project of this size and complexity.

Your letter describes four reasons why the County should not extend the E-CDP. As described above, the E-CDP is not set to expire. Nevertheless, we offer the following responses:

1. The project has not been modified. It operates under the same E-CDP and the same conditions that were originally approved. As noted above, the CCSD is actively engaged in the preparation of a comprehensive EIR for the project in connection with their pending application for a regular CDP. We have notified the CCSD that they would be required to submit a revised CDP project description if they intend to use the advanced water treatment plant to serve new development.
2. The CCSD performed initial operational testing of the new project after it was constructed and fully permitted by the Regional Water Quality Control Board during the winter of 2015, while still under contract with the design/buildier. As you know, public works projects of this size and cost require immediate testing to ensure they function properly and to gain operating experience. It is my understanding that the project was operated in late summer and early fall of 2015 to help to avoid a negative hydraulic gradient between the San Simeon well field and the wastewater effluent percolation pond area.
3. All well level and pumping data is contained in the monthly General Manager's report that is presented as a part of every CCSD Board of Directors meeting and is posted on the CCSD website. Nevertheless, in response to your concern, I have asked the CCSD to submit a report summarizing when the facility has operated and corresponding well level data. I will forward this report to you and your staff when it's available.
4. The project is fully operational as currently constructed. Although it is my understanding that the CCSD is looking at alternative methods to handle brine disposal and analyzing them in the Draft EIR, the evaporation pond and blowers are fully permitted. We're also unaware of any water quality issues with the San Simeon Creek aquifer, though the Regional Water Quality Control Board may have more detailed information.

Thank you for the opportunity to clarify these issues. If you have time available, I'd be happy to schedule a meeting where we can discuss this project further.

Sincerely,



James Bergman, Director
Department of Planning and Building

CAMBRIA COMMUNITY SERVICES DISTRICT

DIRECTORS:

GAIL ROBINETTE, President
 MICHAEL THOMPSON, Vice President
 JIM BAHRINGER
 AMANDA RICE
 GREG SANDERS


OFFICERS:

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

GREAT PEOPLE, DOING GREAT THINGS FOR A GREAT COMMUNITY

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

May 24, 2016

Sheriff Ian Parkinson
 1585 Kansas Avenue
 San Luis Obispo, CA 93405

Dear Sheriff Parkinson,

First, on behalf of the Board of Directors of the Cambria Community Services District, I want to express our sincere appreciation for all that the Sheriff's Department does for Cambria. We also appreciate the time that your staff takes in attending our Board of Directors meetings to report on your Department's activities.

The most recent Sheriff Department Reports are showing an alarming increase in criminal activity in Cambria. The report at the April 28, 2016 meeting sparked considerable concern among our Board Members. Accordingly, I have been asked to write to you and ask that if at all possible, that the Sheriff's Department provide additional patrols or coverage in our community.

I'm sure you share our belief that it is essential to make sure Cambria is a safe community, and this is especially true as we head into our busy summer season. I'm also sure you will agree that our residents, many of whom are elderly and retired, need to feel assured that they live in a safe and secure environment. Accordingly, we would appreciate anything that you can do to increase coverage by the Sheriff's Department in Cambria.

Thank you for your consideration.

Respectfully,

Gail Robinette,
 President, Board of Directors
 Cambria Community Services District



San Luis Obispo County Sheriff's Office

1585 Kansas Avenue • San Luis Obispo • California • 93405

www.slosheriff.org

Ian S. Parkinson
Sheriff - Coroner

June 1, 2016

Gail Robinette
President, Board of Directors
Cambria Community Service District
1316 Tamsen Street, Suite 201
Cambria, CA 93428

Dear President Robinette:

Thank you for taking the time to write and express your concerns about the safety of Cambria. Cambria is a unique and beautiful community that is an important part of the County. I appreciate the kind words about the Sheriff's Office and I am very proud to work with an amazing group of men and woman that truly care.

Your concerns about an increase in crime are warranted. We have experienced an increase in crime throughout the County, particularly in property crimes. This is not only a trend in our County but in many others across California. Even though there is not necessarily empirical data that supports why, there is a suspicion that it is related to Proposition 47.

As you are probably aware, Proposition 47 was voted in November, 2014. It reduced drug possession for drugs like heroin from a felony to a misdemeanor. This has reduced treatment and increased addiction. In addition, we have seen a significant increase in property crime.

Cambria, like other parts of the County, can be vulnerable due to its remote location and the lack of available resources. We have had significantly more patrols up there over the past few years due to a Federal grant for border protection. Nearly every week, we have several additional cars patrolling the north coast. Unfortunately, these patrols are mainly focused on the panga boats landing on the coast but their presence certainly helps.

In this year's budget I asked for an additional deputy for the Coast Station; specifically, to help increase patrol in your area. However, this position is not on the recommended list of positions from County Administration to the Board of Supervisors. Budget hearings start on June 13 and I will address the Board at that time. I have also spoken with Supervisor Gibson, who is very supportive of adding this additional position. I do not know if there is sufficient money to add this position but I assume that if there is, an effort will be made to add this.

I have certainly been making my feelings known and feel that if there is an opportunity to add this back into the budget, it will be done.

Again, thank you for making your concerns known and I am doing what I can to express my concerns and need for this position.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ian S. Parkinson". The signature is fluid and cursive, with a large loop at the end.

Ian S. Parkinson
Sheriff-Coroner

6/16/16
Preliminary Schedule

Cambria Community Services District
Fiscalini Water Tank Replacement Project
Cambria, CA

ID	Task Name	Start	Duration	Finish	Jun	Jul	Aug	Sep	Oct	Nov																
					29	5	12	19	26	3	10	17	24	31	7	14	21	28	4	11	18	25	2	9	16	23
1	ATS/CCSD Tasks	5/2/16	123 days	11/10/16	[Gantt bar from 5/2/16 to 11/10/16]																					
2	Execute Contract	5/2/16	16 days	5/25/16	[Gantt bar from 5/2/16 to 5/25/16]																					
3	NTP	6/1/16	0 days	6/1/16	[Milestone diamond at 6/1/16]																					
4	Precon Meeting/Turnover Site	6/16/16	0.5 days	6/16/16	[Milestone diamond at 6/16/16]																					
5	Review Design Calcs/Shop Drawings	6/14/16	10 days	6/29/16	[Gantt bar from 6/14/16 to 6/29/16]																					
6	Review Coating Submittal	6/14/16	10 days	6/29/16	[Gantt bar from 6/14/16 to 6/29/16]																					
7	Review Other Submittals	6/29/16	10 days	7/14/16	[Gantt bar from 6/29/16 to 7/14/16]																					
8	Accept Tank- Put Into Service	11/10/16	0 days	11/10/16	[Milestone diamond at 11/10/16]																					
9	Crosno Construction Activities	5/26/16	107 days	11/10/16	[Gantt bar from 5/26/16 to 11/10/16]																					
10	Engineering Activities	5/26/16	12 days	6/14/16	[Gantt bar from 5/26/16 to 6/14/16]																					
11	Produce Calculations	5/26/16	5 days	6/2/16	[Gantt bar from 5/26/16 to 6/2/16]																					
12	Produce Detail Shop/Field Drawings	5/30/16	10 days	6/14/16	[Gantt bar from 5/30/16 to 6/14/16]																					
13	Prepare Coating Submittal	6/6/16	5 days	6/14/16	[Gantt bar from 6/6/16 to 6/14/16]																					
14	Prepare Other Submittals	6/14/16	10 days	6/29/16	[Gantt bar from 6/14/16 to 6/29/16]																					
15	Procurement	6/2/16	27 days	7/14/16	[Gantt bar from 6/2/16 to 7/14/16]																					
21	Shop Fabricate/Blast/Prime/Ship	7/5/16	25 days	8/12/16	[Gantt bar from 7/5/16 to 8/12/16]																					
27	Procure Temp Tanks	6/1/16	25 days	7/11/16	[Gantt bar from 6/1/16 to 7/11/16]																					
28	Install Temp Tanks	7/11/16	5 days	7/19/16	[Gantt bar from 7/11/16 to 7/19/16]																					
29	Demolish Bolted Tank Facilities	7/19/16	5 days	7/26/16	[Gantt bar from 7/19/16 to 7/26/16]																					
30	Grade Site	7/26/16	3 days	8/1/16	[Gantt bar from 7/26/16 to 8/1/16]																					
31	Build Ringwall Foundation	8/1/16	10 days	8/16/16	[Gantt bar from 8/1/16 to 8/16/16]																					
32	Build Tank	8/16/16	24 days	9/22/16	[Gantt bar from 8/16/16 to 9/22/16]																					
39	Yard Piping	9/22/16	4 days	9/28/16	[Gantt bar from 9/22/16 to 9/28/16]																					
40	Coat Tank	9/29/16	17 days	10/26/16	[Gantt bar from 9/29/16 to 10/26/16]																					
48	Cure Interior	10/26/16	9 days	11/9/16	[Gantt bar from 10/26/16 to 11/9/16]																					
49	Cathodic Protection	11/9/16	1 day	11/10/16	[Gantt bar from 11/9/16 to 11/10/16]																					
50	Disinfect Tank	11/10/16	0 days	11/10/16	[Milestone diamond at 11/10/16]																					



Wastewater Report

DATE:
6/15/2016

Influent Wet Well	Front end of the Aeration Basin 1	End of Aeration Basin 1	Front end of the Aeration Basin 2	End of Aeration Basin 2	Effluent Wet Well
----------------------	--------------------------------------	----------------------------	--------------------------------------	----------------------------	-------------------

Ammonia	mg/L 56	mg/L 5.38	mg/L 4.05	mg/L 3.53	mg/L 1.92	mg/L 3.32
Nitrite	mg/L UMR 0.389	mg/L NEG -0.079	mg/L NEG -0.001	mg/L UMR 0.036	mg/L UMR 0.028	mg/L UMR 0.036
Nitrate	mg/L UMR 1.02	mg/L UMR 0.341	mg/L UMR 1.7	mg/L UMR 1.63	mg/L UMR 2.38	mg/L UMR 0.214
Dissolved Oxygen	N/A	mg/L	mg/L 3.3	mg/L	mg/L 2.6	7.2

BOARD OF DIRECTORS' MEETING – JUNE 23, 2016
ADDENDUM TO GENERAL MANAGER'S REPORT
FINANCE MANAGER'S REPORT

ADMINISTRATION

The below chart shows how much revenue in penalties and surcharges has been collected since they started being charged in 2014. Adjustments reflect the amount of penalties and surcharges credited to customers who could substantiate that accidents such as broken water pipes caused water use in excess of allotments.

CCSD HISTORY OF PENALTIES/SURCHARGES						
	Penalties/ Surcharges	Adjustmts	Net	FY 2014 TOTAL	FY 2015 TOTAL	FY 2016 TOTAL
Mar/Apr 2014	70,706	(157)	70,549	70,549		
May/Jun 2014	46,779	(17,035)	29,744	29,744		
Jul/Aug 2014	92,725	(7,277)	85,448		85,448	
Sep/Oct 2014	44,793	(15,945)	28,848		28,848	
Nov/Dec 2014	32,930	(12,369)	20,561		20,561	
Jan/Feb 2015	39,208	(3,434)	35,774		35,774	
Mar/Apr 2015	60,128	(7,359)	52,769		52,769	
May/Jun 2015	56,494	(51,890)	4,604		4,604	
Jul/Aug 2015	127,290	(3,964)	123,326			123,326
Sep/Oct 2015	82,583	(49,726)	32,857			32,857
Nov/Dec 2015	50,674	(23,276)	27,398			27,398
Jan/Feb 2016	66,613	(34,172)	32,441			32,441
Mar/Apr 2016	-	(31,637)	(31,637)			(31,637)
TOTAL	770,923	(258,241)	512,682	100,293	228,004	216,022

BUDGET FY 2015/2016

- A Fiscal Year 2015/2016 Budget was adopted on June 25, 2015. A mid-year budget amendment was adopted on February 18, 2016.

BUDGET FY 2016/2017

- The proposed Fiscal Year 2016/2017 Budget is being presented at the regular Board meeting on June 23, 2016.

EXPENDITURES OVER \$100,000 DURING MAY 2016

There were two expenditures exceeding \$100,000 during May 2016. Check number 62754 was paid to SDRMA (Special District Risk Management Authority) for \$108,703 for the annual workers' compensation premium for the District. Check number 62711 was paid to SWRCB (State Water Resources Control Board) for \$173,916 for the last debt service payment on the loan to the Wastewater Department.

WATER/WASTEWATER USAGE AND BILLING

The chart on the next page reflects usage and billing through March/April 2016. The CCF billed were 4.0% below the amounts billed the previous year and 62% of the amount billed in 2013. The revenue realized from Water sales was \$118,215 more than billed the previous year however total receipts this year were only \$33,809 more than last year for two reasons. First because \$60,128 in penalties were collected last year and none were collected this year and second, there were \$31,637 in adjustments this year while there were only \$7,359 in adjustments last year.

WASTEWATER:

The most significant news to share is that Tim O'Marr has passed his grade I exam and is ready for the grade II.

Wastewater Treatment Plant Operations (April, 2016):

- FRM is now on an as needed bases with the Wastewater Treatment Plant and the collection system.
- The April 2016 monthly self-monitoring report was completed and submitted to the Water Board.
- Aeration blower has been returned and is online.
- We have the smaller 100 horse blower up and running now.
- Effluent pump #2 has been removed and is being rebuilt. A new discharge base has been ordered to replace the existing broken base.
- We are currently working on removing the sludge from the plant and making arrangements to have the sludge removed as it is produced, opposed to stock piling it on site.
- We have put to use some of the welding equipment and started to replace the detreated hand rails.

Collection Systems & Lift Stations

- We are working on up grading the lift stations.

Laboratory:

- Abalone Coast Analytical submitted an initial review copy of one of laboratory quality assurance manuals they have been working on via their contract services agreement with the District. This updated manual is needed as part of the District's goal to re-establish its Environmental Laboratory Accreditation Program (ELAP) certification with the state.

- Abalone Coast continued to provide the services of a certified laboratory analyst for those analyses that are reported to the state.

Administrative:

- We have completed interviews for the WW-II position and were unable to land a candidate. This will be reviewed and a new recruitment should go out soon.

CCSD WATER SALES HISTORY AND PROJECTIONS						
5/13/2016						
FY 12/13	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>
TOTAL	381,951	313,702	250,683	255,453	277,670	333,616
BASE	102,586	102,672	102,722	102,809	102,906	102,915
USAGE	278,488	210,933	146,434	151,971	173,955	229,755
ADJUSTMNTS	877	97	1,527	673	809	946
TOTAL CASH						
CCF	61,407	51,098	40,051	40,943	44,201	54,173
USAGE \$/CCF	4.54	4.13	3.66	3.71	3.94	4.24
FY 13/14	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>
TOTAL	393,622	298,103	242,203	232,597	271,413	231,812
BASE	102,895	102,793	102,784	102,907	102,885	102,755
USAGE	288,512	192,906	137,197	129,137	97,979	99,313
ADJUSTMNTS	2,215	2,404	2,222	553	(157)	(17,035)
PENALTIES/SURCHARGES					70,706	46,779
TOTAL CASH						
CCF	63,113	47,345	38,827	36,576	24,917	25,500
USAGE \$/CCF	4.57	4.07	3.53	3.53	3.93	3.89
FY 14/15	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>
TOTAL	315,646	386,085	328,775	347,274	397,073	349,205
BASE	102,952	102,867	102,837	102,835	102,093	102,987
USAGE	127,246	103,268	83,048	85,496	107,340	103,415
EWS BASE		62,097	62,094	61,799	61,668	61,996
EWS USAGE		89,005	60,235	61,371	73,203	76,203
ADJUSTMNTS	(7,277)	(15,945)	(12,369)	(3,435)	(7,359)	(51,890)
PENALTIES/SU	92,725	44,793	32,930	39,208	60,128	56,494
TOTAL CASH						
CCF	31,592	28,764	23,723	23,967	28,899	28,229
% OF FY 12-13	51%	56%	59%	59%	65%	52%
USAGE \$/CCF	4.03	3.59	3.50	3.57	3.71	3.66
EWS \$/CCF		3.09	2.54	2.56	2.53	2.70
FY 15/16	ACTUAL					PROJECTE
	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>
TOTAL	496,358	430,208	414,976	356,084	430,882	447,305
BASE	102,935	102,730	102,828	102,864	115,313	115,313
USAGE	124,569	116,096	101,617	92,773	211,292	207,440
EWS BASE	61,874	61,792	62,098	61,882	61,161	61,161
EWS USAGE	83,654	79,869	71,071	66,124	74,753	73,390
EWS OPS		36,864	49,964			
ADJUSTMNTS	(3,964)	(49,726)	(23,276)	(34,172)	(31,637)	(10,000)
PENALTIES/SU	127,290	82,583	50,674	66,613	-	-
TOTAL CASH						
CCF	33,441	32,633	27,147	24,968	27,603	27,100
% OF FY 12-13	54%	64%	68%	61%	62%	50%
USAGE \$/CCF	3.73	3.56	3.74	3.72	7.65	7.65
EWS \$/CCF	2.50	2.45	2.62	2.65	2.71	2.71

The chart below shows how actual CCFs billed in fiscal years 2014 and 2015 and the first five billing periods for fiscal year 2016 compared to what was billed in fiscal year 2013.

COMPARISON OF WATER USAGE BILLED						
	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>
FY 2012/2013	61,407	51,098	40,051	40,943	44,201	54,173
FY 2013/2014	63,113	47,345	38,827	36,576	24,917	25,500
Note 1	103%	93%	97%	89%	56%	47%
FY 2014/2015	31,592	28,764	23,723	23,967	28,899	28,229
Note 2	51%	56%	59%	59%	65%	52%
FY 2015/2016	33,441	32,633	27,147	24,968	27,603	
Note 3	54%	64%	68%	61%	62%	
Note 1: Each FY 2013/2014 billing cycle compared to same billing cycle in FY 2012/2013						
Note 2: Each FY 2014/2015 billing cycle compared to same billing cycle in FY 2012/2013						
Note 3: Each FY 2015/2016 billing cycle compared to same billing cycle in FY 2012/2013						

WASTEWATER REVENUE

The chart below shows actual Wastewater revenue for fiscal years 2013, 2014, 2015 and the first five billing periods for fiscal year 2016 as well as projected revenue for the remainder of fiscal year 2016.

CCSD WASTEWATER SALES HISTORY AND PROJECTIONS						
5/13/2016						
FY 12/13	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>
SEWER SALES	353,040	333,530	314,016	316,887	322,690	339,547
BASE	248,975	248,931	248,991	249,061	248,917	248,880
USAGE	104,065	84,599	65,025	67,826	73,773	90,667
<i>PERCENT SALES COMPARED TO JUL/AUG 2013:</i>						
	100%	81%	62%	65%	71%	87%
FY 13/14	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>
TOTAL	356,678	327,765	312,334	309,020	288,655	288,937
BASE	249,916	249,111	249,098	249,489	249,415	249,153
USAGE	106,762	78,654	63,236	59,531	39,240	39,784
<i>COMPARISON TO SAME PERIOD FY 12/13</i>						
TOTAL %	101%	98%	99%	98%	89%	85%
USAGE %	103%	93%	97%	88%	53%	44%
FY 14/15	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>
TOTAL	298,877	291,469	286,650	287,225	292,401	291,940
BASE	250,263	250,012	249,984	250,198	249,261	250,349
USAGE	48,614	41,457	36,666	37,027	43,140	41,591
<i>COMPARISON TO SAME PERIOD FY 12/13</i>						
TOTAL %	85%	87%	91%	91%	91%	86%
USAGE %	47%	49%	56%	55%	58%	60%
FY 15/16	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>
	ACTUAL					PROJECTED
TOTAL	297,892	296,385	292,464	289,964	305,052	291,923
BASE	250,403	249,841	250,429	250,500	214,599	214,600
USAGE	47,489	46,544	42,035	39,464	90,453	77,323
<i>COMPARISON TO SAME PERIOD FY 12/13</i>						
TOTAL %	84%	89%	93%	92%	95%	86%
USAGE %	46%	55%	65%	58%	123%	85%

EXPENDITURES FOR THE SUSTAINABLE WATER FACILITY

The District has undertaken the development of a Sustainable Water Facility system in response to the worst drought in California history which resulted in a declared Stage 3 Drought Emergency. \$12,736,588 in expenditures for the EWS project have been authorized by the CCSD Board of Directors. Those expenditures include the following:

CDM Smith: Engineering, Preconstruction, Permitting and Environmental Services	\$ 2,786,818
CDM Constructors Design/Build Services	7,345,669
General Costs	323,747
Other Professional Services	483,145
Total Plant Design/Build Expenditures	\$ 10,939,379
Plant Start-Up Expenditures	367,951
Regular Coastal Development Permit Expenditures	429,258
Future Regular Coastal Development Permit Mitigation Measures	1,000,000
TOTAL AUTHORIZATIONS	\$ 12,736,588

Total commitments made to-date, in the form of issued purchase orders, equal \$10,153,560. These relate to Task Orders in the following way:

174,495	Task Order 1: Hydrogeoloical Modeling
299,601	Task Order 2: Preconstruction Engineering (Phase 1)
920,084	Task Order 3: Preconstruction Services (Phase 2)
499,941	Task Order 4: Engineering; Permitting; Purchase Assistance
584,607	Task Order 5: Permitting and Environmental
308,090	Task Order 6: Permitting and Environmental
2,786,818	Total CDM Smith
6,647,919	Design/Build Contract
511,602	Change Order 1
123,953	Change Order 2
83,268	Change Order 3
7,366,742	Total CDM Constructors
10,153,560	Total CDM Smith & CDM Constructors

Invoices paid through May 2016 to CDM Smith, the Sustainable Water Facility Project's primary design/build contractor, equal \$2,582,038.

Invoices paid through May 2016 to CDM Contractors Inc., the Sustainable Water Facility Project's primary builder, equal \$7,366,742.

Total expenditures to all vendors through May 2016, meaning checks issued, equal \$11,119,008.

CASH BALANCES

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

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

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

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

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

**CCSD FINANCIAL AUDIT
JUNE 30, 2015**

<u>FUND</u>	<u>CASH BALANCE</u>	<u>INTERFUND LOAN</u>	<u>CASH POSITION</u>
GENERAL FUND	4,211,905	(2,737,310)	1,474,595
WATER FUND	(1,652,586)	(2,047,696)	395,110
WASTEWATER FUND	(128,608)	(689,614)	561,006
TOTAL	2,430,711	(5,474,620)	2,430,711

LOAN HISTORY

WATER FUND LOANS

PRIOR 2014	\$ 157,726	All Water Fund loans except \$157,726 were paid off prior to 12/31/15
2014 LOAN	2,094,181	
2015 LOAN	485,403	
TOTAL LOANS	\$ 2,737,310	

WASTEWATER FUND LOANS

2015 LOAN	\$ 689,614
TOTAL LOANS	\$ 689,614

CCSD CURRENT CASH POSITION AND PROJECTION

Cash balances on May 31, 2016 were \$5,313,994 as shown below. However, there were \$217,925 in checks issued but still outstanding at the end of the month which leaves only \$5,096,069 in cash actually available.

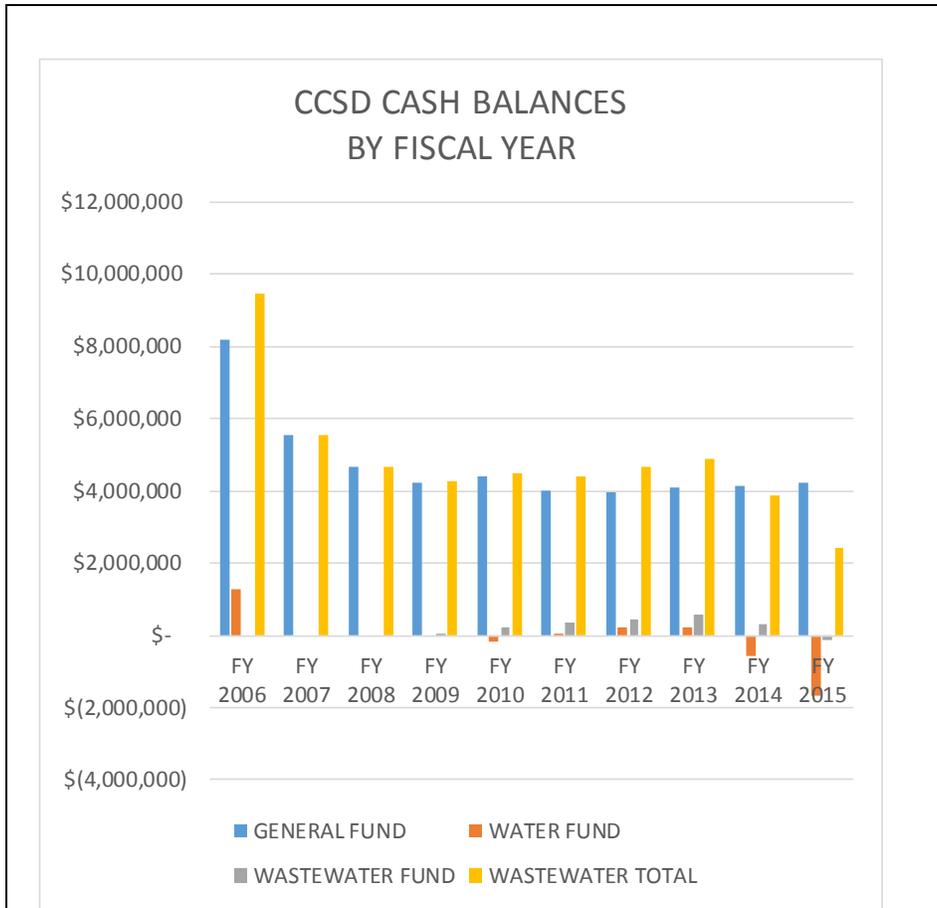
**CCSD CASH POSITION
MAY 31, 2016**

HOB CHECKING BALANCE	\$448,597
HOB MONEY MARKET BALANCE	\$504,926
LAIF BALANCE	<u>\$4,360,471</u>
TOTAL CASH	\$5,313,994
OUTSTANDING CHECKS	<u>(217,925)</u>
AVAILABLE CASH	<u>\$5,096,069</u>

The cash flow projection for the remainder of the fiscal year is shown below. This projection does include increases in revenue due to the approved increase in water and wastewater rates in March 2016.

CAMBRIA COMMUNITY SERVICES DISTRICT	
CASH FLOW PROJECTION FY 15-16	
	<u>JUN 2016</u>
BEG BALANCE	5,096,069
CASH IN	
WATR SALES	221,250
WATER WAIT LIST	27,500
AWTP SALES	101,250
AWTP OPS SALES	-
WW SALES	228,750
PROPERTY TAX	-
FRANCHISE FEE	10,000
OTHER	3,028
TOTAL CASH IN	591,778
CASH OUT	
WAGES	375,333
OPS: FIRE	31,444
OPS: F&R/PROS	14,007
OPS: ADMIN	41,272
OPS: WATER	55,612
OPS: WASTEWTR	49,551
DEBT	-
CALFIRE CONTRACT	-
FISCALINI TANK	-
EWS PROJECT	100,000
RAG PICKER \$90k (on	-
CAPITAL PROJECTS	-
TOTAL CASH OUT	667,219
ENDING BALANCE	5,020,628
NOTES:	
1. CCSD received Drinking Water Drought Grant for \$248,246 on September 28, 2015	
2. CCSD received an additional \$20,371 for Drinking Water Drought Grant on 10/28/15	
3. CCSD received \$59,417 Grant for Trash Recepticles on 10/21/15	
4. CCSD received Prop 84 Grant for \$4,163,142 on December 17, 2015.	

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



FY ENDING JUNE 30th	GENERAL FUND	WATER FUND	WASTEWATER FUND	TOTAL
FY 2006	\$ 8,172,903	\$ 1,290,772		\$ 9,463,675
FY 2007	\$ 5,561,428			\$ 5,561,428
FY 2008	\$ 4,658,444			\$ 4,658,444
FY 2009	\$ 4,237,597		\$ 27,551	\$ 4,265,148
FY 2010	\$ 4,414,366	\$ (157,726)	\$ 242,400	\$ 4,499,040
FY 2011	\$ 4,001,132	\$ 39,341	\$ 345,804	\$ 4,386,277
FY 2012	\$ 3,972,897	\$ 231,027	\$ 450,891	\$ 4,654,815
FY 2013	\$ 4,096,965	\$ 236,601	\$ 556,700	\$ 4,890,266
FY 2014	\$ 4,152,573	\$ (577,613)	\$ 302,778	\$ 3,877,738
FY 2015	\$ 4,211,905	\$ (1,652,586)	\$ (128,608)	\$ 2,430,711

EXTERNAL LOANS

As of June 30, 2015, the CCSD external debt is as shown in the following two charts, including interest rates and prepayment penalty provisions.

**ADDENDUM TO GENERAL MANAGER'S REPORT
FINANCE MANAGER'S REPORT ATTACHMENT
SCHEDULE OF LONG-TERM INFRASTRUCTURE-RELATED DEBT**

DESCRIPTION	State Revolving Fund Loan	Bank Note (Funds 2006 Refund of 1999 Bonds)	Bank Note (2014 Installment Sales Agreement for EWS)
DEBT HOLDER	SWRCB	City National Bank	Western Alliance Bank
ORIGINAL PRINCIPAL	\$2,592,324.38	\$2,245,000.00	\$8,939,000.00
INTEREST RATE	3.00%	4.55%	4.11%
FUND	Wastewater	Wastewater	Emergency Water Supply
DEPARTMENT	Wastewater	Wastewater	Water
FINAL PAYMENT DATE	5/28/2016	9/23/2023	8/1/2034
PRINCIPAL BALANCE @ 8/11/14	\$332,920	\$1,303,000	\$8,939,000
PROJECTED PRINCIPAL PAYMENT(S) FFY 2014/2015	\$164,069	\$109,000	\$149,181
PROJECTED INTEREST PAYMENT(S) FFY 2014/2015	\$9,987	\$56,807	\$177,573
PROJECTED BALANCE @ 6/30/15**	\$168,851	\$1,194,000	\$8,789,819
PROJECTED PRINCIPAL PAYMENT(S) FFY 2015/2016	\$168,851	\$109,000	\$304,246
PROJECTED INTEREST PAYMENT(S) FFY 2015/2016	\$5,066	\$51,847	\$358,137
PROJECTED BALANCE @ 6/30/16**	\$0	\$1,085,000	\$8,485,573
PROJECTED PRINCIPAL PAYMENT(S) FFY 2016/2017	\$0	\$114,000	\$313,861
PROJECTED INTEREST PAYMENT(S) FFY 2016/2017	\$0	\$46,773	\$345,565
PROJECTED BALANCE @ 6/30/17**	\$0	\$971,000	\$8,171,712
PROJECTED PRINCIPAL PAYMENT(S) FFY 2017/2018	\$0	\$118,000	\$326,893
PROJECTED INTEREST PAYMENT(S) FFY 2016/2017	\$0	\$41,496	\$332,533
PROJECTED BALANCE @ 6/30/18**	\$0	\$853,000	\$7,844,819
PROJECTED INTEREST PAYMENTS FFY 14/15-17/18	\$15,053	\$196,923	\$1,213,808
AVERAGE ANNUAL TOTAL (P+I) PAYMENT(S)*	\$173,987	\$161,731	\$659,975
PREPAYMENT PENALTY	No	Yes-3% from 10/1/13-4/1/16, 2% from 10/1/16-4/1/20, none after 10/1/20	Yes - 5% until 8/1/2015; prepayment premium calculation before 8/1/2024; 0% on or after 8/1/2024

*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.

INTERNAL LOANS

The only internal loan is the Army Corp of Engineers matching loan which was made consistent with the District's practice of maintaining pooled cash available to cover the cash flow needs of the agency and of any individual Fund, to be restored to the General Fund.

<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	Army Corp of Engineers Matching

ADDENDUM TO GENERAL MANAGER'S REPORT FINANCE MANAGER'S REPORT ATTACHMENT SCHEDULE OF SHORT-TERM DEBT

LENDER	CITY NATIONAL BANK
AMOUNT OF ORIGINAL DEBT	\$102,000
DATE LOAN OBTAINED	November 1, 2012
INTEREST RATE	3%
ANNUAL PAYMENT	\$27,605
DATE OF LAST PAYMENT	April 1, 2017
PURPOSE OF DEBT	Purchase of 4 Pick-up Trucks and 1 Office Copier
LENDER	MORTON REVOCABLE TRUST
AMOUNT OF ORIGINAL DEBT	\$53,612
DATE LOAN OBTAINED	September 15, 2013
INTEREST RATE	3.5%
ANNUAL PAYMENT	\$14,595
DATE OF LAST PAYMENT	November 20, 2017
PURPOSE OF DEBT	Purchase of 2 Pick-up Trucks
LENDER	JOHN DEERE FINANCIAL
AMOUNT OF ORIGINAL DEBT	\$31,350
DATE LOAN OBTAINED	July 31, 2013
INTEREST RATE	0%
ANNUAL PAYMENT	\$6,270
DATE OF LAST PAYMENT	July 30, 2018
PURPOSE OF DEBT	Purchase of John Deere Tractor

2016 CAMBRIA COMMUNITY SERVICES DISTRICT WATER PRODUCTION, BY SOURCE ACRE-FEET															1000.0	YEAR
YEAR	SOURCE	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	TOTAL		
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		
	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		

2016 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
2004	S.R.	0.00	0.61	1.17	4.84	8.68	22.08	30.80	36.30	27.32	24.95	1.73	1.63	160.11	2004
	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
	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
	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
	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
	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
	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
	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
	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
	TOTAL	53.66	48.88	52.60	51.18	61.50	67.67	76.12	74.34	66.70	63.65	57.56	50.88	724.74	
2013	S.S.	51.09	47.40	54.72	55.27	63.18	46.01	60.82	72.32	57.73	29.84	26.72	28.61	593.70	2013
	TOTAL	51.09	47.40	54.72	59.54	68.45	73.58	75.82	75.82	65.41	52.40	52.11	54.22	733.61	
2014	S.S.	22.93	16.97	24.90	25.03	19.39	14.40	11.94	0.00	0.76	24.32	13.74	23.81	198.17	2014
	TOTAL	57.62	36.82	34.90	35.04	38.27	41.02	42.82	43.09	37.01	36.37	32.36	33.44	466.76	
2015	S.S.	19.95	16.65	17.16	17.79	16.18	14.14	15.14	17.39	20.36	26.17	23.74	21.23	225.89	2015
	TOTAL	34.72	31.55	37.69	38.47	37.17	40.65	44.65	45.17	42.30	42.22	37.31	35.13	467.02	
2016	S.S.	16.43	9.51	19.84	21.88	24.30								91.96	2016
	TOTAL	34.30	36.86	36.55	37.47	40.04								185.22	
DIFFERENCE		-0.41	5.31	-1.13	-0.99	2.87	-0.37	1.83	2.08	5.29	5.85	4.95	1.70	0.25	

5/31/16

CAMBRIA COMMUNITY SERVICES DISTRICT
WELL WATER LEVELS FOR 5/31/16

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	32.60	83.42	50.82	
SR4	29.80	82.00	52.20	
SR3	18.74	54.30	35.56	
SR1	26.75	46.40	19.65	
RP#1	20.50	46.25	25.75	
RP#2		33.11		Not Read
21R3	8.15	12.88	4.73	38080
WBE	11.71	16.87	5.16	
WBW	12.21	17.02	4.81	
AVERAGE LEVEL OF CCSD SANTA ROSA WELLS SR1 & SR3 =				27.61 FEET
CCSD SANTA ROSA WELL SR4 =				52.20 FEET

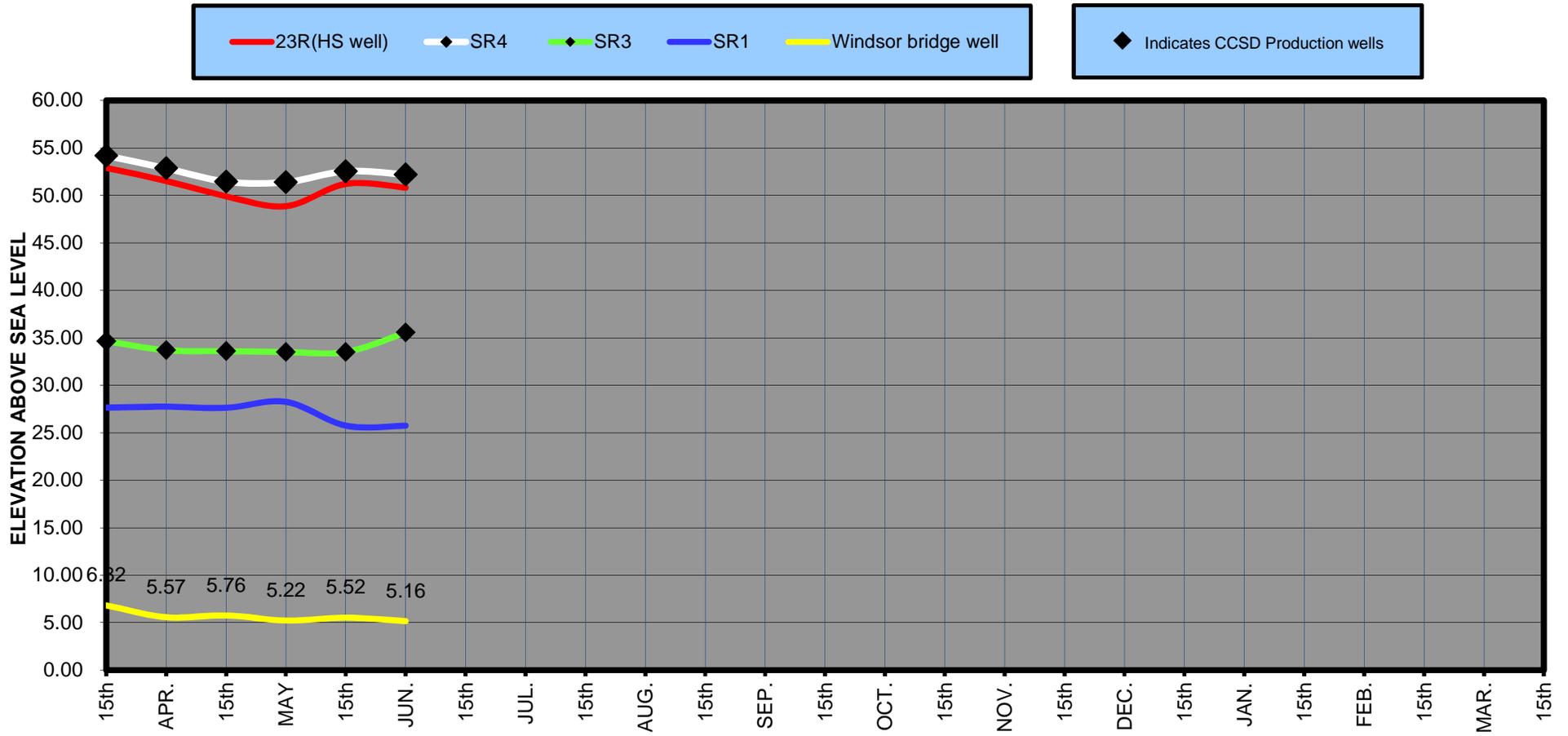
SAN SIMEON CREEK WELLS

16D1	7.80	11.36	3.56	
MW4	12.49	15.95	3.46	
MW1	19.44	42.11	22.67	
MW2	19.59	38.10	18.51	
MW3	24.85	49.56	24.71	
9M1	35.68	65.63	29.95	
9P2	9.75	19.11	9.36	
9P7	9.92	20.69	10.77	
9L1	12.00	27.33	15.33	
RIW	11.23	25.41	14.18	
SS4	13.72	25.92	12.20	SS4 to 9P2 Gradient = + 2.84
MIW	11.80	29.89	18.09	
SS3	14.41	33.73	19.32	
SS2	13.40	33.16	19.76	
SS1	13.10	32.37	19.27	
11B1	20.02	105.43	85.41	
11C1	13.13	98.20	85.07	
PFNW	13.79	93.22	79.43	
10A1	25.55	78.18	52.63	
10G2	19.45	62.95	43.50	
10G1	17.87	59.55	41.68	
10F2	26.09	66.92	40.83	
10M2	23.06	55.21	32.15	
9J3	16.30	43.45	27.15	
lagoon	20.28			mitigation erosion none

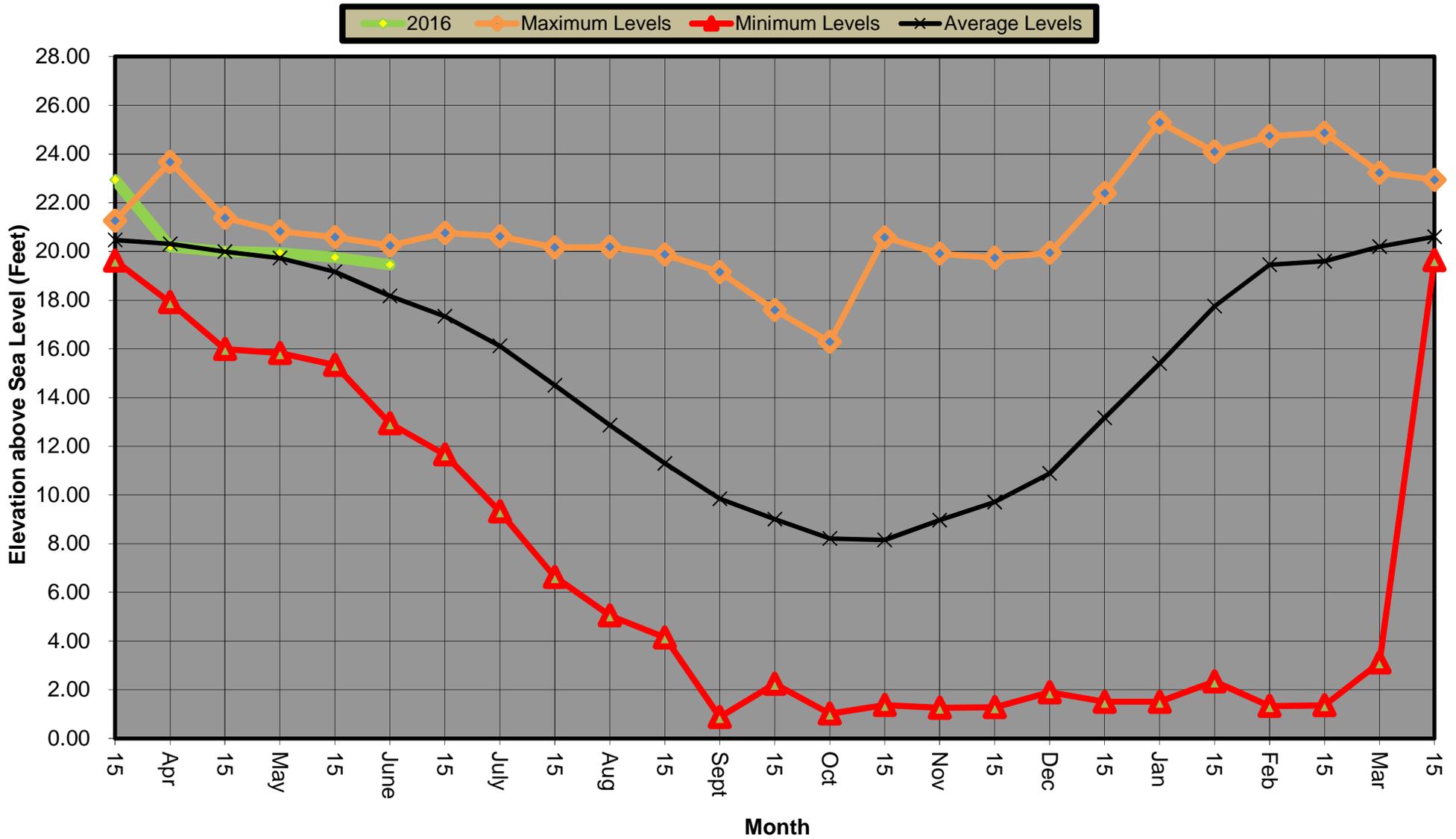
AVERAGE LEVEL OF CCSD SAN SIMEON WELLS SS1,SS2 & SS3 = 19.45 FEET

Red Font are the CCSD's Production Wells, as measured on 5/31/16
Reference point on 16d1,miw1,miw2,miw3,9p7,riw,miw1,ss1,ss2 and ss3 updated 2/17/2015

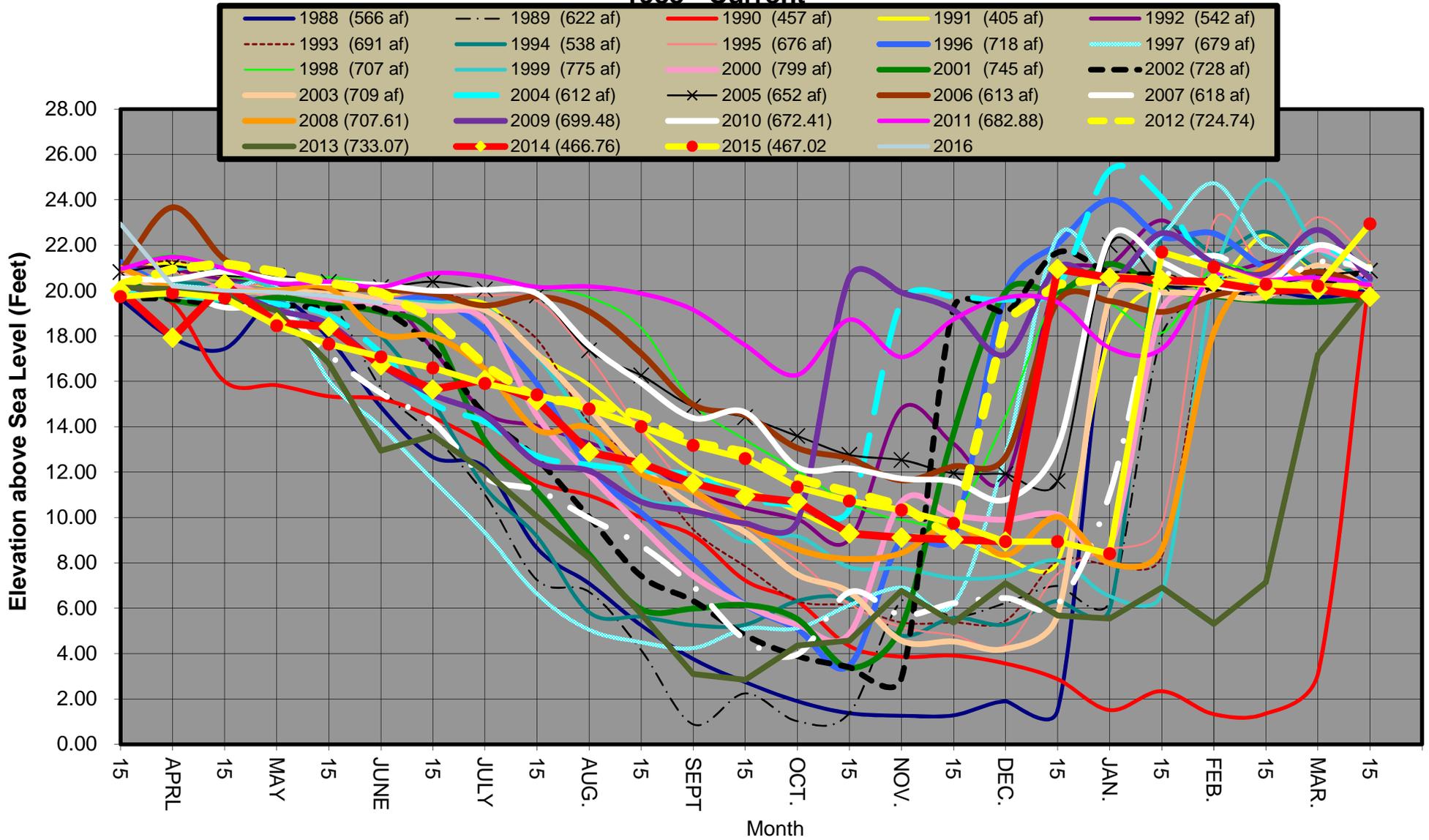
SANTA ROSA CREEK WELL LEVELS March 15th, 2016 - Current



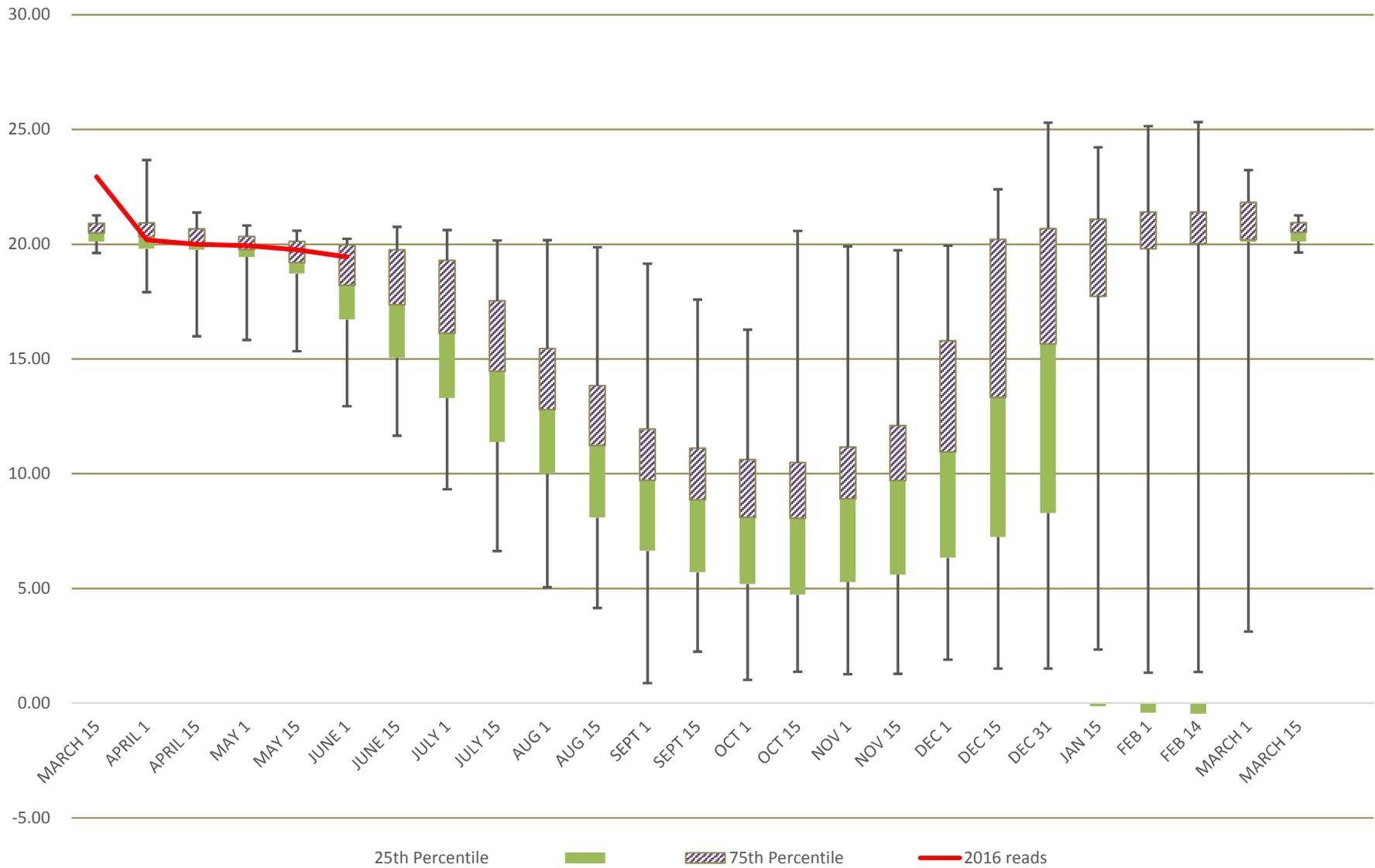
San Simeon Creek Well Levels Water Year 2016/2017 levels to date and 1988 to Current Min, Max, & Average



San Simeon Creek Well Levels 1988 - Current



1988 to May 2016 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



**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF MAY, 2016**

<u>Vendor Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Line #</u>	<u>Line Amt</u>	<u>Line Description</u>
ABALONE COAST ANALYTICAL, INC.	62678	5/13/2016	1	150.00	SWF/COLIFORM TUBE TOTAL QUANTI TRAY
ABALONE COAST ANALYTICAL, INC.	62678	5/13/2016	1	195.00	WW/AMMONIA NITRATES NITROGEN PHOSPHORUS
ABALONE COAST ANALYTICAL, INC.	62678	5/13/2016	1	65.00	WW/TOTAL SUSPENDED TOTALS
ABALONE COAST ANALYTICAL, INC.	62678	5/13/2016	1	45.00	WW/TOTAL SUSPENDED SOLIDS
ABALONE COAST ANALYTICAL, INC.	62678	5/13/2016	1	65.00	WW/TOTAL DISSOLVED & SUSPENDED SOLIDS
ABALONE COAST ANALYTICAL, INC.	62678	5/13/2016	1	90.00	WW/TOTAL SUSPENDED & DISSOLVED SOLIDS
ABALONE COAST ANALYTICAL, INC.	62678	5/13/2016	1	65.00	WW/TOTAL SUSPENDED SOLIDS
ABALONE COAST ANALYTICAL, INC.	62678	5/13/2016	1	65.00	WW/TOTAL SUSPENDED TOTALS
ABALONE COAST ANALYTICAL, INC.	62678	5/13/2016	1	85.00	WW/TOTAL SUSPENDED SOLIDS
ABALONE COAST ANALYTICAL, INC.	62678	5/13/2016	1	65.00	WW/TOTAL SUSPENDED TOTALS
ABALONE COAST ANALYTICAL, INC.	62678	5/13/2016	1	85.00	WW/TOTAL SUSPENDED SOLIDS
ABALONE COAST ANALYTICAL, INC.	62714	5/19/2016	1	95.00	WW/STORMWATER - O/G
				1,070.00	
ACCURATE MAILING SERVICE	62602	5/5/2016	1	700.00	WD/POSTAGE DEPOSIT UTILITY BILLS 05/2016
ACCURATE MAILING SERVICE	62602	5/5/2016	2	700.00	WW/POSTAGE DEPOSIT UTILITY BILLS 05/2016
ACCURATE MAILING SERVICE	62602	5/5/2016	3	100.00	WD/MAILING SERVICES UTILITY BILLS 05/2016
ACCURATE MAILING SERVICE	62602	5/5/2016	4	100.00	WW/MAILING SERVICES UTILITY BILLS 05/2016
ACCURATE MAILING SERVICE	62613	5/5/2016	1	1,009.74	FD/WEED ABATEMENT NOTICES
ACCURATE MAILING SERVICE	62679	5/13/2016	1	610.01	WD/PUBLIC HEARING NOTICE ANNUAL SB/AVAIL CHARGES
ACCURATE MAILING SERVICE	62679	5/13/2016	2	610.02	WW/PUBLIC HEARING NOTICE ANNUAL SB/AVAIL CHARGES
ACCURATE MAILING SERVICE	62715	5/19/2016	1	(700.00)	WD/PRE-PAY POSTAGE MAR APR UTILITY BILLS
ACCURATE MAILING SERVICE	62715	5/19/2016	2	(700.00)	WW/PRE-PAY POSTAGE MAR APR UTILITY BILLS
ACCURATE MAILING SERVICE	62715	5/19/2016	3	803.55	WD/REMAINDER DUE MAILING MAR APR UTILITY BILLS
ACCURATE MAILING SERVICE	62715	5/19/2016	4	803.55	WW/REMAINDER DUE MAILING MAR APR UTILITY BILLS
ACCURATE MAILING SERVICE	62715	5/19/2016	5	(100.00)	WD/PRE-PAY MAILING DEPOST MAR APR UTILITY BILLS
ACCURATE MAILING SERVICE	62715	5/19/2016	6	(100.00)	WW/PRE-PAY MAILING DEPOST MAR APR UTILITY BILLS
ACCURATE MAILING SERVICE	62715	5/19/2016	7	316.26	WD/REMAINDER DUE MAILING MAR APR UTILITY BILLS
ACCURATE MAILING SERVICE	62715	5/19/2016	8	316.27	WW/REMAINDER DUE MAILING MAR APR UTILITY BILLS
				4,469.40	
AGP VIDEO	62614	5/5/2016	1	1,316.25	ADM/VIDEO PROD DIST & STREAM BOARD MTG 4/8,4/18/16
AL'S SEPTIC PUMPING, INC	62681	5/13/2016	1	535.00	WD/VACUUM TRUCK FOR BLUE BIN
AL'S SEPTIC PUMPING, INC	62681	5/13/2016	1	355.00	SWF/PUMPING AND DISPOSAL OF SEPTIC WASTE
				890.00	
ALLSTAR INDUSTRIAL SUPPLY	62755	5/27/2016	1	45.00	F&R/SERVICE SAFETY CABINETS
ALPHA ELECTRICAL SERVICE	62680	5/13/2016	1	172.50	WW/BLOWER ROOM B3 REMOVED WIRES FROM SWITCH
ALPHA ELECTRICAL SERVICE	62716	5/19/2016	1	14,959.96	WW/ELECTRICL REPAIR TO ADDRESS SAFETY/RELIABILITY
				15,132.46	
ALPHA FIRE & SECURITY ALARM CO	62615	5/5/2016	1	210.00	ADM/SERVICE CALL TO ASSESS KEY PAD NOT WORKING
ASAP REPROGRAPHICS	62616	5/5/2016	1	798.72	F&R/TEN THOUSAND TRAIL & PARKS BROCHURE
AT&T	62617	5/5/2016	1	102.31	WW/ALARM LIFT STATION B4 PHONE SERV THRU 5/24/16
AT&T	62717	5/19/2016	1	299.67	WD/ALARM AT VAN GORDON WELL FIELD MAY 2016
AT&T/CALNET3	62618	5/5/2016	1	19.31	WW/ALARM AT LIFT STN 8 924-1584 SVC THRU 04/09/16
AT&T/CALNET3	62618	5/5/2016	1	19.33	WW/ALARM AT LIFT STN B3 924-1550 SVC THRU 04/09/16
AT&T/CALNET3	62618	5/5/2016	1	19.34	WW/ALARM AT LIFT STN B1 924-1038 SVC THRU 04/09/16
AT&T/CALNET3	62618	5/5/2016	1	19.31	WW/ALARM AT LIFT STN B2 924-1068 SVC THRU 04/09/16
AT&T/CALNET3	62618	5/5/2016	1	19.33	WW/ALARM AT LIFT STN B 924-1492 SVC THRU 04/09/16
AT&T/CALNET3	62618	5/5/2016	1	19.35	WW/ALARM AT LIFT STN A 927-1538 SVC THRU 04/09/16
AT&T/CALNET3	62618	5/5/2016	1	19.35	WW/ALARM AT LIFT STN A1 924-1708 SVC THRU 04/09/16
AT&T/CALNET3	62618	5/5/2016	1	19.45	WW/FAX LINE 927-0178 SVC THRU 04/09/16
AT&T/CALNET3	62618	5/5/2016	1	19.29	WD/TELEMETRY SYSTEM 927-0398 SVC THRU 04/09/16
AT&T/CALNET3	62618	5/5/2016	1	36.71	F&R/VET'S HALL ALARM 927-0493 SVC THRU 04/09/16
AT&T/CALNET3	62618	5/5/2016	1	19.37	WW/ALARM AT LIFT STN 4 927-1518 SVC THRU 04/09/16
AT&T/CALNET3	62618	5/5/2016	1	19.34	WW/ALARM AT LIFT STN 8 927-1591 SVC THRU 04/09/16

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF MAY, 2016**

<u>Vendor Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Line #</u>	<u>Line Amt</u>	<u>Line Description</u>
AT&T/CALNET3	62618	5/5/2016	1	19.43	WD/LIEMERT PUMP STN 927-1972 SVC THRU 04/09/16
AT&T/CALNET3	62618	5/5/2016	1	19.83	ADM/FAX LINE 927-5584 SVC THRU 04/09/16
AT&T/CALNET3	62618	5/5/2016	1	303.96	ADM/PHONE SERVICE 927-6223 SVC THRU 04/09/16
AT&T/CALNET3	62618	5/5/2016	1	67.59	WD/PHONE AND FAX LINE 927-6226 SVC THRU 04/09/16
AT&T/CALNET3	62618	5/5/2016	1	160.97	FD/PHONE SERVICE 927-6240 SVC THRU 04/09/16
AT&T/CALNET3	62618	5/5/2016	1	135.52	WW/PHONE SERVICE 927-6250 SVC THRU 04/09/16
AT&T/CALNET3	62756	5/27/2016	1	19.24	WW/ALARM AT LIFT STN 8 924-1584 SVC THRU 05/09/16
AT&T/CALNET3	62756	5/27/2016	1	19.24	WW/ALARM AT LIFT STN B3 924-1550 SVC THRU 05/09/16
AT&T/CALNET3	62756	5/27/2016	1	19.24	WW/ALARM AT LIFT STN B1 924-1038 SVC THRU 05/09/16
AT&T/CALNET3	62756	5/27/2016	1	19.24	WW/ALARM AT LIFT STN B2 924-1068 SVC THRU 05/09/16
AT&T/CALNET3	62756	5/27/2016	1	19.28	WW/ALARM AT LIFT STN B 924-1492 SVC THRU 05/09/16
AT&T/CALNET3	62756	5/27/2016	1	19.24	WW/ALARM AT LIFT STN A 927-1538 SVC THRU 05/09/16
AT&T/CALNET3	62756	5/27/2016	1	19.24	WW/ALARM AT LIFT STN A1 924-1708 SVC THRU 05/09/16
AT&T/CALNET3	62756	5/27/2016	1	19.42	WW/FAX LINE 927-0178 SVC THRU 05/09/16
AT&T/CALNET3	62756	5/27/2016	1	19.24	WD/TELEMETRY SYSTEM 927-0398 SVC THRU 05/09/16
AT&T/CALNET3	62756	5/27/2016	1	36.63	F&R/VET'S HALL ALARM 927-0493 SVC THRU 05/09/16
AT&T/CALNET3	62756	5/27/2016	1	19.24	WW/ALARM AT LIFT STN 4 927-1518 SVC THRU 05/09/16
AT&T/CALNET3	62756	5/27/2016	1	19.25	WW/ALARM AT LIFT STN 8 927-1591 SVC THRU 05/09/16
AT&T/CALNET3	62756	5/27/2016	1	19.24	WD/LEIMERT PUMP STN 927-1972 SVC THRU 05/09/16
AT&T/CALNET3	62756	5/27/2016	1	19.78	ADM/FAX LINE 927-5584 SVC THRU 05/09/16
AT&T/CALNET3	62756	5/27/2016	1	300.91	ADM/PHONE SERVICE 927-6223 SVC THRU 05/09/16
AT&T/CALNET3	62756	5/27/2016	1	67.75	WD/PHONE AND FAX LINE 927-6226 SVC THRU 05/09/16
AT&T/CALNET3	62756	5/27/2016	1	161.26	FD/PHONE SERVICE 927-6240 SVC THRU 05/09/16
AT&T/CALNET3	62756	5/27/2016	1	133.76	WW/PHONE SERVICE 927-6250 SVC THRU 05/09/16
				<u>2,309.96</u>	
B&B GARAGE DOOR SERVICE CO	62682	5/13/2016	1	2,540.00	WW/INSTALL NEW JANUS 2500 ROLLING SHEET DOOR
BALANCE PUBLIC RELATIONS	62603	5/5/2016	1	2,833.33	WW/CONSULTING SERVICE: GRANT FUNDING 05/2016
BALANCE PUBLIC RELATIONS	62603	5/5/2016	2	2,833.33	WD/CONSULTING SERVICE: GRANT FUNDING 05/2016
BALANCE PUBLIC RELATIONS	62603	5/5/2016	3	2,833.34	SWF/CONSULTING SERVICE: GRANT FUNDING 05/2016
				<u>8,500.00</u>	
BC PUMP SALES & SERVICE, INC.	62683	5/13/2016	1	4,865.60	WW/GORMAN RUPP PUMP ROTATING ASSEMBLY WEAR PLATE
BRENNTAG PACIFIC, INC.	62684	5/13/2016	1	214.26	WD/CHEMICALS
BRENNTAG PACIFIC, INC.	62684	5/13/2016	1	407.16	WD/CHEMICALS
				<u>621.42</u>	
BRUMIT DIESEL INC	62685	5/13/2016	1	75.66	FD/FILTER: WATER, FUEL, OIL
BRUMIT DIESEL INC	62685	5/13/2016	1	470.56	FD/FILTER KIT AND TRANSYND
BRUMIT DIESEL INC	62685	5/13/2016	1	9.33	FD/HUBCAP PLUG
				<u>555.55</u>	
BURTON'S FIRE, INC.	62686	5/13/2016	1	315.98	FD/TACH & WATER GUAGE
BUSHWHACKER	62687	5/13/2016	1	1,240.00	WD/SPRAY FIELD SAN SIMEON CREEK ROAD
BUSHWHACKER	62687	5/13/2016	2	1,240.00	WW/SPRAY FIELD SAN SIMEON CREEK ROAD
				<u>2,480.00</u>	
BUSINESSPLANS, INC.	62719	5/19/2016	1	252.00	ADM/MONTHLY HRA PLAN MAY 2016
CAL WATER ENVIRONMNT ASSN	62762	5/27/2016	1	164.00	WW/CWEA MEMBERSHIP RENEWAL TIM O'MARR
CAL-COAST MACHINERY INC.	62720	5/19/2016	1	60.40	WW/MAINT & REPAIR AIR FILTER
CAL-COAST MACHINERY INC.	62757	5/27/2016	1	257.66	WD/MAINT & REPAIR UNIVERSAL JOINT
				<u>318.06</u>	
CAMBRIA BUSINESS CENTER	62721	5/19/2016	1	23.00	WW/RETURNED GOODS TO BADGER METER INC
CAMBRIA HARDWARE CENTER	62701	5/13/2016	1	255.95	WD/HARDWARE SUPPLIES APRIL 2016

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF MAY, 2016**

<u>Vendor Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Line #</u>	<u>Line Amt</u>	<u>Line Description</u>
CAMBRIA HARDWARE CENTER	62701	5/13/2016	2	98.88	WD/HARDWARE SUPPLIES APRIL 2016
CAMBRIA HARDWARE CENTER	62701	5/13/2016	3	62.96	WD/HARDWARE SUPPLIES APRIL 2016
CAMBRIA HARDWARE CENTER	62701	5/13/2016	4	21.89	WD/HARDWARE SUPPLIES APRIL 2016
CAMBRIA HARDWARE CENTER	62701	5/13/2016	5	63.03	WD/HARDWARE SUPPLIES APRIL 2016
CAMBRIA HARDWARE CENTER	62701	5/13/2016	6	3.05	WD/HARDWARE SUPPLIES APRIL 2016
CAMBRIA HARDWARE CENTER	62701	5/13/2016	1	341.93	WW/HARDWARE SUPPLIES
CAMBRIA HARDWARE CENTER	62701	5/13/2016	1	18.87	ADM/HARDWARE SUPPLIES
CAMBRIA HARDWARE CENTER	62701	5/13/2016	1	37.33	F&R/HARDWARE SUPPLIES
CAMBRIA HARDWARE CENTER	62701	5/13/2016	2	99.56	F&R/HARDWARE SUPPLIES
CAMBRIA HARDWARE CENTER	62701	5/13/2016	3	14.96	F&R/HARDWARE SUPPLIES
CAMBRIA HARDWARE CENTER	62730	5/19/2016	1	8.05	FD/MAINT & REPAIR ORANGE NYLON TWINE
CAMBRIA HARDWARE CENTER	62730	5/19/2016	1	80.58	FD/HARDWARE SUPPLIES
				<u>1,107.04</u>	
CAMBRIA PINES TREE SVC	62708	5/13/2016	1	1,600.00	F&R/TOP OFF MONTEREY PINE, HAUL BRUSH OFF SITE
CAMBRIA TOWING	62641	5/5/2016	1	45.00	WW/FORD F150 LOCK OUT
CAMBRIA TOWING	62713	5/13/2016	1	45.00	F&R/REMOVAL OF TRAILER ON CCSD PARKING LOT
CAMBRIA TOWING	62713	5/13/2016	1	45.00	F&R/REMOVED BOAT ON CCSD PARKING LOT
				<u>135.00</u>	
CAMBRIA VILLAGE SQUARE	62612	5/5/2016	1	3,182.13	ADM/MONTHLY OFFICE LEASE PYMT 1316 TAMSEN 05/2016
CAMBRIA VILLAGE SQUARE	62774	5/27/2016	1	497.77	ADM/MONTHLY COMMON AREA MAINT & INS MAR/APR 2016
				<u>3,679.90</u>	
CARMEL & NACCASHA LLP	62604	5/5/2016	1	10,000.00	ADM/MONTHLY RETAINER 05/2016
CARMEL & NACCASHA LLP	62758	5/27/2016	1	649.00	FD/COUNSEL SERVICES FOR APRIL 2016
CARMEL & NACCASHA LLP	62758	5/27/2016	2	13,210.35	ADM/COUNSEL SERVICES FOR APRIL 2016
CARMEL & NACCASHA LLP	62758	5/27/2016	3	2,847.50	WD/COUNSEL SERVICES FOR APRIL 2016
CARMEL & NACCASHA LLP	62758	5/27/2016	4	50.00	WW/COUNSEL SERVICES FOR APRIL 2016
CARMEL & NACCASHA LLP	62758	5/27/2016	5	2,051.95	WD/COUNSEL SERVICES FOR APRIL 2016
CARMEL & NACCASHA LLP	62758	5/27/2016	6	860.00	SWF/COUNSEL SERVICES FOR APRIL 2016
CARMEL & NACCASHA LLP	62758	5/27/2016	7	2,035.00	WW/COUNSEL SERVICES FOR APRIL 2016
				<u>31,703.80</u>	
CENTRAL CALIFORNIA AREA ASSEMB	62722	5/19/2016	1	250.00	F&R/DEPOSIT REFUND VET'S HALL FACILITY SECURIY DEP
CENTRAL CALIFORNIA AREA ASSEMB	62722	5/19/2016	2	20.00	F&R/DEPOSIT REFUND VET'S HALL KEY DEPOSIT
				<u>270.00</u>	
CENTRAL COAST COFFEE ROASTING	62619	5/5/2016	1	77.76	ADM/OFFICE SUPPLIES COFFEE ORDER
CENTRAL COAST COFFEE ROASTING	62688	5/13/2016	1	51.84	WW/COFFEE ORDER
				<u>129.60</u>	
CHARTER COMMUNICATIONS	62759	5/27/2016	1	189.98	FD/MONTHLY INTERNET SERVICE MAY 2016
CHARTER COMMUNICATIONS	62759	5/27/2016	2	89.98	F&R/MONTHLY INTERNET SERVICE MAY 2016 VET'S HALL
CHARTER COMMUNICATIONS	62759	5/27/2016	3	185.99	F&R/MONTHLY INTERNET SERVICE MAY 2016
CHARTER COMMUNICATIONS	62759	5/27/2016	4	279.99	ADM/MONTHLY INTERNET SERVICE MAY 2016
CHARTER COMMUNICATIONS	62759	5/27/2016	5	100.49	WD/MONTHLY INTERNET SERVICE MAY 2016
CHARTER COMMUNICATIONS	62759	5/27/2016	6	100.50	WW/MONTHLY INTERNET SERVICE MAY 2016
				<u>946.93</u>	
COAST ELECTRONICS/RADIO	62689	5/13/2016	1	600.23	FD/CLEANED AND REPAIRED RADIO HEAD, REPLACED FACE
COASTAL COPY, LP	62760	5/27/2016	1	146.14	ADM/USAGE C3503 04/14/16 TO 05/13/16
CORBIN WILLITS SYSTEMS	62605	5/5/2016	1	1,224.12	ADM/MONTHLY SUPPORT AGRMT - MOM SOFTWARE 05/2016
CORBIN WILLITS SYSTEMS	62761	5/27/2016	1	390.00	ADM/MQ BH PROGRAM INCORRECT FOR BILLING WTR BILLS
				<u>1,614.12</u>	
COURIER SYSTEMS	62620	5/5/2016	1	17.00	ADM/DELIVERY FROM PASO PRINTERS - PUR ORDER FORMS

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF MAY, 2016**

<u>Vendor Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Line #</u>	<u>Line Amt</u>	<u>Line Description</u>
CROSBY COMPANY CPA	62690	5/13/2016	1	14,500.00	ADM/FINANCIAL AUDIT FISCAL YEAR END JUNE 30,2015
CRYSTAL SPRINGS WATER CO.	62621	5/5/2016	1	32.99	WW/SPRING DRINKING WATER
CULLIGAN-KITZMAN WATER	62691	5/13/2016	1	164.16	FD/WATER SOFTENER & RO SERVICE
CULLIGAN-KITZMAN WATER	62723	5/19/2016	1	81.50	FD/RO SERVICE AND PE HC 14 DAY SERVICE
				245.66	
DIANA'S CLEANING SERVICES	62622	5/5/2016	1	150.00	WD/MONTHLY CLEANING APRIL 2016
DIANA'S CLEANING SERVICES	62622	5/5/2016	2	150.00	WW/MONTHLY CLEANING APRIL 2016
				300.00	
ELECTRICRAFT INC.	62624	5/5/2016	1	625.25	ADM/REPLACE FOUR LAMP BALLASTS/INSTALL LAMPS
ELECTRICRAFT INC.	62693	5/13/2016	1	250.15	F&R/VET'S HALL TIMECLOCK REPLACE DEFECTIVE CLOCK
				875.40	
EMPLOYMENT DEVELOPMENT DEPT UN	62623	5/5/2016	1	64.98	FD/UNEMPLOYMENT BENEFITS WEINTSTN 1/1 - 3/31/16
EMPLOYMENT DEVELOPMENT DEPT UN	62623	5/5/2016	2	18.00	FD/UNEMPLOYMENT BENEFITS ERSHOV 1/1 - 3/31/16
EMPLOYMENT DEVELOPMENT DEPT UN	62623	5/5/2016	3	1,211.00	WW/UNEMPLOYMENT BENEFITS BRATSET 01/01-03/31/16
				1,293.98	
ERNEST PACKAGING SOLUTIONS	62694	5/13/2016	1	842.99	FD/STATION OPERATIONS SUPPLIES
FASTENAL COMPANY	62724	5/19/2016	1	466.56	F&R/MAINT & REPAIR 2400 TRX FLOOR SCREWS
FENCE FACTORY, THE	62625	5/5/2016	1	52.50	F&R/TEMPORARY FENCE RENTAL 04/27 - 5/26/16
FERGUSON ENTERPRISES, INC #135	62695	5/13/2016	1	176.18	WD/MAINT & REPAIR
FGL ENVIRONMENTAL	62696	5/13/2016	1	16.00	WW/INORGANIC ANALYSIS
FGL ENVIRONMENTAL	62696	5/13/2016	1	185.00	WD/INORGANIC ANALYSIS
FGL ENVIRONMENTAL	62696	5/13/2016	1	110.00	WD/BACTI & SUPPORT ANALYSIS
FGL ENVIRONMENTAL	62696	5/13/2016	1	20.00	WD/BACTI ANALYSIS
FGL ENVIRONMENTAL	62696	5/13/2016	1	100.00	WD/BACTI ANALYSIS
FGL ENVIRONMENTAL	62696	5/13/2016	1	20.00	WD/BACTI ANALYSIS
FGL ENVIRONMENTAL	62696	5/13/2016	1	25.00	WD/BACTI ANALYSIS
FGL ENVIRONMENTAL	62696	5/13/2016	1	90.00	WD/BACTI & SUPPORT ANALYSIS
FGL ENVIRONMENTAL	62696	5/13/2016	1	20.00	WD/BACTI ANALYSIS
FGL ENVIRONMENTAL	62696	5/13/2016	1	90.00	WD/BACTI & SUPPORT ANALYSIS
				676.00	
FIRST BANKCARD	62697	5/13/2016	1	-	F&R/C MENDOZA VISA CHARGES APRIL 2016
FIRST BANKCARD	62697	5/13/2016	2	346.47	F&R/CONCRETE SIGNPOST APRIL 2016
FIRST BANKCARD	62697	5/13/2016	3	8.63	F&R/LITERATURE HOLDER FOR BOARD MEETINGS APRIL '16
FIRST BANKCARD	62697	5/13/2016	2	10.00	ADM/NOTARY SERVICES ESCROW PAPERWORK APRIL 2016
FIRST BANKCARD	62697	5/13/2016	3	4.95	ADM/MEETING EXPENSE APRIL 2016
FIRST BANKCARD	62697	5/13/2016	4	34.50	ADM/APPRECIATION MEAL FOR FIREFIGHTERS
FIRST BANKCARD	62697	5/13/2016	2	131.94	FD/INSULATED BLACKOUT CURTAINS APRIL 2016
FIRST BANKCARD	62697	5/13/2016	3	33.45	FD/DRAPERY RODS APRIL 2016
FIRST BANKCARD	62697	5/13/2016	4	48.33	FD/CURTAIN RODS APRIL 2016
FIRST BANKCARD	62697	5/13/2016	5	191.89	FD/MOJOS VILLAGE BEAN COFFEE APRIL
FIRST BANKCARD	62697	5/13/2016	2	204.00	ADM/DINNER FOR CLOSED SESSION APRIL 2016
FIRST BANKCARD	62697	5/13/2016	3	37.55	ADM/DINNER FOR CLOSED SESSION APRIL 2016
FIRST BANKCARD	62697	5/13/2016	4	285.00	WW/CWEA LISTING WASTE WATER OPERATOR II APRIL 2016
FIRST BANKCARD	62697	5/13/2016	5	250.00	WW/BOXWOOD WASTE WATER OPERATOR II APRIL 2016
FIRST BANKCARD	62697	5/13/2016	6	100.00	WW/BOXWOOD WASTE WATER OPERATOR II APRIL 2016
FIRST BANKCARD	62697	5/13/2016	7	10.15	WW/MEETING EXPENSE APRIL 2016
FIRST BANKCARD	62697	5/13/2016	8	35.54	WW/TRAVEL EXPENSE LCW TRAINING CLASS APRIL 2016
FIRST BANKCARD	62697	5/13/2016	9	25.68	WW/TRAINING LUNCH SALVI AND MADRID LCW CLASS
FIRST BANKCARD	62697	5/13/2016	10	205.00	WW/CONFERENCE METIONG OLYMPIC VALLEY APRIL 2016
FIRST BANKCARD	62697	5/13/2016	11	62.94	ADM/INTERVIEW PANEL LUNCH TO DISCUSS INTERVIEWEES

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF MAY, 2016**

<u>Vendor Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Line #</u>	<u>Line Amt</u>	<u>Line Description</u>
FIRST BANKCARD	62697	5/13/2016	2	90.17	FD/GASOLINE EN ROUTE TO CLASS
FIRST BANKCARD	62697	5/13/2016	3	57.80	FD/CHICAGO GRADE LANDFILL
FIRST BANKCARD	62697	5/13/2016	4	107.89	FD/ASAP REPROGRAPHICS COPIES
FIRST BANKCARD	62697	5/13/2016	5	109.95	FD/MEDICAL SUPPLIES FOR EMERGENCY CALLS
FIRST BANKCARD	62697	5/13/2016	2	150.00	FD/JOHN GIBSON DMV PHYSICAL APRIL 2016
FIRST BANKCARD	62697	5/13/2016	2	14.99	ADM/ADOBE ACROBAT MONTHLY CHARGES APRIL 2016
				<u>2,556.82</u>	
FORD MOTOR CREDIT COMPANY LLC	62698	5/13/2016	1	637.09	F&R/FORD 2016 F-250 W/UTILITY BODY
GERBER'S AUTO SERVICE	62725	5/19/2016	1	145.86	WW/2005 FORD F-150 OIL CHNG REPL BLOWER MOTOR
GERBER'S AUTO SERVICE	62725	5/19/2016	1	187.70	F&R/1999 FORD F150 OIL CHANGE, ROTATE TIRES
				<u>333.56</u>	
GFOA - GOVT FINANCE OFFICERS A	62726	5/19/2016	1	160.00	ADM/ANNUAL RENEWAL 07/01/2016 TO 06/30/2017
GIBSON, JOHNATHAN	62763	5/27/2016	1	581.53	FD/FIRE COMMAND 2C CLASS IN BAKERSFIELD
GOLD COAST ENVIRONMENTAL	62627	5/5/2016	1	2,588.62	WW/ENDRESS+HAUSER ORBIPAC MEMOSENS/TRANSMITTER
GOOFY GRAPHICS	62700	5/13/2016	1	196.56	ADM/CCSD BANNERS WITH NEW LOGO
GRAINGER	62628	5/5/2016	1	24.64	WW/CLEANUP SOLVENT - ACETONE SOLVENT
GRAINGER	62727	5/19/2016	1	49.46	WW/MAINT & REPAIR ELECTRIC MOTOR GREASE
				<u>74.10</u>	
GRESENS, ROBERT C.	62606	5/5/2016	1	45.00	WD/MONTHLY CELL PHONE REIMBURSEMENT 05/2016
GRUBER, JEROME	62607	5/5/2016	1	45.00	ADM/MONTHLY CELL PHONE REIMBURSEMENT 05/2016
HACH COMPANY	62729	5/19/2016	1	226.02	WW/SPEC COLOR STD, DPD CHLORINE & SAMPLE CELL
HENRY SCHEIN, INC.	62731	5/19/2016	1	900.85	FD/MEDICAL SAFETY EQUIPMENT SENSORS GLOVES
HILTI, INC.	62629	5/5/2016	1	103.98	WW/EPOXY ADH
HILTI, INC.	62764	5/27/2016	1	142.73	WW/DISPENSER BLACK CARTRIDGE CARTRIDGE HOLDER
				<u>246.71</u>	
HOLLINGSWORTH, BILL	62702	5/13/2016	1	150.00	FD/REIMBURSEMENT DMV PHYSICAL
HOME DEPOT CREDIT SERVICE	62703	5/13/2016	1	174.77	F&R/MATS, WHEEL CHUCKS
INDEPENDENT ELECTRIC SUPPLY IN	62630	5/5/2016	1	1,626.48	F&R/HIGH BAY LED LIGHT FIXTURES
INNOVATIVE CONCEPTS	62608	5/5/2016	1	25.00	ADM/CIS HOSTING & FIRE WEBSITE HOSTING 05/2016
INNOVATIVE CONCEPTS	62608	5/5/2016	2	25.00	FD/CIS HOSTING & FIRE WEBSITE HOSTING 05/2016
INNOVATIVE CONCEPTS	62631	5/5/2016	1	1,080.00	ADM/IN HOUSE LABOR CHG COUNTY FILE RECONILE RECORD
				<u>1,130.00</u>	
INT'L INST. MUNI CLERKS	62765	5/27/2016	1	155.00	ADM/ANNUAL MEMBERSHIP FEE THRU 06/30/2017ID 21720
J B DEWAR	62632	5/5/2016	1	1,055.15	FD/100 GALS GASOLINE 340 GALS DIESEL
J B DEWAR	62632	5/5/2016	1	629.90	FD/251 GALS DIESEL
J B DEWAR	62632	5/5/2016	1	2,305.14	F&R/REPAIR GASOLINE/DIESEL PUMPS
J B DEWAR	62632	5/5/2016	2	2,305.14	WD/REPAIR GASOLINE/DIESEL PUMPS
J B DEWAR	62632	5/5/2016	3	2,305.14	WW/REPAIR GASOLINE/DIESEL PUMPS
J B DEWAR	62704	5/13/2016	1	615.78	F&R/200 GALLONS GASOLINE
J B DEWAR	62732	5/19/2016	1	835.44	FD/ 310 GALLONS DIESEL
J B DEWAR	62766	5/27/2016	1	1,175.67	F&R/201 GALS GASOLINE 240 GLS OF DIESEL
				<u>11,227.36</u>	

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF MAY, 2016**

<u>Vendor Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Line #</u>	<u>Line Amt</u>	<u>Line Description</u>
JOHN DEERE FINANCIAL	62609	5/5/2016	1	522.49	F&R/MONTHLY PMT COMPACT UTILITY TRACTOR 05/2016
LIEBERT CASSIDY WHITMORE	62633	5/5/2016	1	3,296.50	FD/PROFESSIONAL SERVICES 3/31/16
LIEBERT CASSIDY WHITMORE	62767	5/27/2016	1	410.00	FD/PROFESSIONAL SERV 4/16
				<u>3,706.50</u>	
LIGHTHOUSE LITHO	62768	5/27/2016	1	561.15	F&R/AREA CLOSED SIGNS ALUMINUM
LOPEZ, MORTIMER dba	62737	5/19/2016	1	3,780.00	F&R/INSTALL NEW CHAINLINK ROLL GATE & HD ROLLERS
MADRID, MONIQUE	62610	5/5/2016	1	45.00	ADM/MONTHLY CELL PHONE REIMBURSEMENT 05/2016
MCMASTER-CARR SUPPLY CO	62634	5/5/2016	1	1,372.23	WW/SUMP PUMP FOR SEWAGE WATER JB WELD ADHESIVE
MCMASTER-CARR SUPPLY CO	62705	5/13/2016	1	72.27	WW/EASY FIT HOSE FITTING, STEEL ROUND ADAPTER
MCMASTER-CARR SUPPLY CO	62733	5/19/2016	1	370.95	WD/EXTENDED LIFE ADJ RELIEF VALVE BRONZE
MCMASTER-CARR SUPPLY CO	62733	5/19/2016	1	141.62	WD/HEAVY DUTY HOLD SAW FOR METAL PIPE, 12" HEX
MCMASTER-CARR SUPPLY CO	62733	5/19/2016	1	85.95	WW/FIBERGLASS GRATING FASTENER SS SADDLE CLIP
MCMASTER-CARR SUPPLY CO	62733	5/19/2016	1	90.19	WW/REPAIR ADHESIVE STICK, 3 MINUTE HARDNER
				<u>2,133.21</u>	
MEDSTOP URGENT CARE	62734	5/19/2016	1	250.00	ADM/POST OFFER EMPLOYMENT PHYSICAL
MEL'S LOCK & KEY	62735	5/19/2016	1	63.65	ADM/SERVICE CALL TO ADJUST FRONT AND BACK DOORS
MENDOZA, CARLOS	62611	5/5/2016	1	22.50	F&R/MONTHLY CELL PHONE REIMBURSEMNT 05/2016
MENDOZA, CARLOS	62611	5/5/2016	2	22.50	ADM/MONTHLY CELL PHONE REIMBURSEMNT 05/2016
				<u>45.00</u>	
MICHAEL BAKER INTERNATIONAL	62742	5/19/2016	1	10,139.92	SWF/CONSULTING SERVICES 02/29/16 TO 04/03/16 =
MINER'S ACE HARDWARE	62635	5/5/2016	1	76.39	F&R/REVERSE OSMOSIS TANK PLUS FREIGHT
MINER'S ACE HARDWARE	62635	5/5/2016	1	201.90	F&R/DIALTIMER, LFL BULB, AIRSPEED ONE VACUUM
MINER'S ACE HARDWARE	62635	5/5/2016	1	(53.99)	F&R/CREDIT FOR DIALTIME VETERANS' HALL
				<u>224.30</u>	
MISSION LINEN SUPPLY	62636	5/5/2016	1	107.40	WW/LINEN SERVICE MARCH 2016
MISSION LINEN SUPPLY	62636	5/5/2016	2	538.81	WW/ANDREW LYMAN SHIRTS AND JACKET MARCH 2016
MISSION LINEN SUPPLY	62706	5/13/2016	1	427.36	WD/LINEN SERVICE AND UNIFORM CLEANING
MISSION LINEN SUPPLY	62736	5/19/2016	1	107.40	WW/LINEN SERVICE AND UNIFORM CLEANING
MISSION LINEN SUPPLY	62736	5/19/2016	2	(107.40)	WW/LINEN SERV & UNIF CLEAN FIX CODING MISTAKE 3/16
MISSION LINEN SUPPLY	62736	5/19/2016	3	107.40	WW/LINEN SERV & UNIF CLEAN FIX CODING MISTAKE 3/16
MISSION LINEN SUPPLY	62736	5/19/2016	1	386.46	WD/LINEN SERVICE AND UNIF CLEANING APRIL 2016
MISSION LINEN SUPPLY	62736	5/19/2016	2	135.32	F&R/CAPS AND EMBROIDERY APRIL 2016
MISSION LINEN SUPPLY	62736	5/19/2016	3	225.53	F&R/CAPS AND EMBROIDERY APRIL 2016
MISSION LINEN SUPPLY	62736	5/19/2016	4	225.53	WD/CAPS AND EMBROIDERY
				<u>2,153.81</u>	
MORRO BAY RV & MARINE	62738	5/19/2016	1	381.50	FD/MAINT & REPAIR BOAT 257 YEARLY TUNE UP
NAPA AUTO PARTS	62637	5/5/2016	1	42.99	F&R/MAINT & REPAIR 3 AMP AUTO MAINTAINER
NAPA AUTO PARTS	62637	5/5/2016	1	16.96	F&R/MAC WITE LITHIUM GRES
NAPA AUTO PARTS	62739	5/19/2016	1	175.17	WD/MAINT & REPAIR IMPACT SOCKET COIL
NAPA AUTO PARTS	62739	5/19/2016	1	352.62	WD/MAINT & REPAIR BATTERY FUSES
NAPA AUTO PARTS	62739	5/19/2016	1	17.96	WW/MAINT & REPAIR NAPA OIL SEAL
NAPA AUTO PARTS	62739	5/19/2016	1	24.62	WW/MAINT & REPAIR
NAPA AUTO PARTS	62739	5/19/2016	2	0.53	WW/MAINT & REPAIR INTERST CHARGE ON LAST PMT
NAPA AUTO PARTS	62739	5/19/2016	1	4.20	WW/MAINT & REPAIR TURN SIGNAL BULB
NAPA AUTO PARTS	62739	5/19/2016	1	15.46	WW/MAINT & REPAIR COUPLER AND ADAPTER
NAPA AUTO PARTS	62739	5/19/2016	1	7.93	WW/MAINT & REPAIR THM GASKET MATERIAL SCREW PRESS
NAPA AUTO PARTS	62739	5/19/2016	1	3.25	WD/MAINT & REPAIR SPARK PLUG
NAPA AUTO PARTS	62739	5/19/2016	1	301.00	WD/MAINT & REPAIR BATTERY

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF MAY, 2016**

<u>Vendor Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Line #</u>	<u>Line Amt</u>	<u>Line Description</u>
NAPA AUTO PARTS	62739	5/19/2016	1	70.72	WW/MAINT & REPAIR GREASE GUN ENGINE DEGREASER
NAPA AUTO PARTS	62739	5/19/2016	1	67.74	WW/MAINT & REPAIR REPAIR KIT WASH KIT
				1,101.15	
OFFICIAL PAYMENTS CORPORATION	62769	5/27/2016	1	8.00	WD/UTILITY PAYMENT ECHECK RETURN SERVICE CHARGE
ORKIN	62740	5/19/2016	1	65.00	FD/PREVENTATIVE PEST CONTROL
PACIFIC COAST HOME INSPECTIONS	62770	5/27/2016	1	395.00	ADM/HOME INSPECTION ON 900 MAIN STREET CAMBRIA
PACIFIC GAS & ELECTRIC	62638	5/5/2016	1	96.67	WW/ELEC SVC 990 SAN SIMEON CRK RD APRIL 2016
PACIFIC GAS & ELECTRIC	62638	5/5/2016	1	19.71	ADM/ELEC SVC 1316 TAMSEN #203 APRIL 2016
PACIFIC GAS & ELECTRIC	62638	5/5/2016	1	1,509.16	SWF/ELEC SVC 900 S SIMEON CRK TR PLANT APRIL 2016
PACIFIC GAS & ELECTRIC	62638	5/5/2016	1	20.04	WD/ELEC SVC 7806 VAN GORDON CREEK RD APR 2016
PACIFIC GAS & ELECTRIC	62638	5/5/2016	1	1.31	WD/ELEC SVC 7806 VAN GORDON CRK RD 2/26-2/29/16
PACIFIC GAS & ELECTRIC	62638	5/5/2016	2	7.56	WD/ELEC SVC 7806 VAN GORDON CRK RD 3/1-3/23/16
PACIFIC GAS & ELECTRIC	62638	5/5/2016	3	1.31	WD/ELEC SVC 7806 VAN GORDON CRK RD 3/24-3/27/16
PACIFIC GAS & ELECTRIC	62638	5/5/2016	1	23.84	WD/ELEC SVC 9110 CHARING LANE APRIL 2016
PACIFIC GAS & ELECTRIC	62638	5/5/2016	2	153.25	WD/ELEC SVC 1320 SAN SIMEON CRK RD APRIL 2016
PACIFIC GAS & ELECTRIC	62638	5/5/2016	3	147.72	WD/ELEC SVC 1330 SAN SIMEON CRK RD APRIL 2016
PACIFIC GAS & ELECTRIC	62638	5/5/2016	4	1,699.36	WD/ELEC SVC 1340 SAN SIMEON CRK RD APRIL 2016
PACIFIC GAS & ELECTRIC	62638	5/5/2016	5	509.75	WD/ELEC SVC 6425 CAMBRIA PINES RD APRIL 2016
PACIFIC GAS & ELECTRIC	62638	5/5/2016	6	36.73	WD/ELEC SVC 988 MANOR WAY APRIL 2016
PACIFIC GAS & ELECTRIC	62638	5/5/2016	7	2,292.60	WD/ELEC SVC 2031 RODEO GROUNDS APR 2016
PACIFIC GAS & ELECTRIC	62638	5/5/2016	8	123.25	WD/ELEC SVC 2499 VILLAGE LANE APR 2016
PACIFIC GAS & ELECTRIC	62638	5/5/2016	9	552.76	WD/ELEC SVC 1975 STUART STREET APR 2016
PACIFIC GAS & ELECTRIC	62638	5/5/2016	1	1,994.58	WD/ELEC SVC 2820 SANTA ROSA CRK WELL PUMP APR 2016
PACIFIC GAS & ELECTRIC	62638	5/5/2016	1	158.32	SWF/ELEC SVC 900 S SIMEON CRK RD EVAP POND APR '16
PACIFIC GAS & ELECTRIC	62707	5/13/2016	1	256.38	WW/ELEC SVC LIFT STATION A APRIL 2016
PACIFIC GAS & ELECTRIC	62707	5/13/2016	2	157.33	WW/ELEC SVC LIFT STATION 9 APRIL 2016
PACIFIC GAS & ELECTRIC	62707	5/13/2016	3	117.26	WW/ELEC SVC LIFT STATION B-2 APRIL 2016
PACIFIC GAS & ELECTRIC	62707	5/13/2016	4	200.92	WW/ELEC SVC LIFT STATION A-1 APRIL 2016
PACIFIC GAS & ELECTRIC	62707	5/13/2016	5	373.89	WW/ELEC SVC LIFT STATION B APRIL 2016
PACIFIC GAS & ELECTRIC	62707	5/13/2016	6	164.78	WW/ELEC SVC LIFT STATION B-3 APRIL 2016
PACIFIC GAS & ELECTRIC	62707	5/13/2016	7	288.03	WW/ELEC SVC LIFT STATION B-4 APRIL 2016
PACIFIC GAS & ELECTRIC	62707	5/13/2016	8	24.17	SWF/ELEC SVC LIFT STN WELL PUMP 9P7 SPRY FLD 4/16
PACIFIC GAS & ELECTRIC	62707	5/13/2016	9	24.67	SWF/ELEC SVC LIFT STATION 8 APRIL 2016
PACIFIC GAS & ELECTRIC	62707	5/13/2016	10	13,296.65	WW/ELEC SVC TREATMENT PLANT APRIL 2016
PACIFIC GAS & ELECTRIC	62707	5/13/2016	11	17.03	WW/ELEC SVC LIFT STATION 4 APRIL 2016
PACIFIC GAS & ELECTRIC	62707	5/13/2016	12	143.17	WW/ELEC SVC LIFT STATION B-1 APRIL 2016
PACIFIC GAS & ELECTRIC	62707	5/13/2016	1	39.06	F&R/ELEC SVC WEST VILLAGE RESTROOM APRIL 2016
PACIFIC GAS & ELECTRIC	62707	5/13/2016	2	15.12	F&R/ELEC SVC EAST VILLAGE RESTROOM APRIL 2016
PACIFIC GAS & ELECTRIC	62707	5/13/2016	3	1,090.04	F&R/ELEC SVC STREET LIGHTING APRIL 2016
PACIFIC GAS & ELECTRIC	62707	5/13/2016	4	413.41	F&R/ELEC SVC VETERAN'S HALL APRIL 2016
PACIFIC GAS & ELECTRIC	62707	5/13/2016	5	500.44	FD/ELEC SVC 2850 BURTON DR APRIL 2016
PACIFIC GAS & ELECTRIC	62707	5/13/2016	6	23.83	FD/ELEC SVC 2850 BURTON DR APRIL 2016
PACIFIC GAS & ELECTRIC	62707	5/13/2016	7	416.84	ADM/ELEC SVC 1316 TAMSEN DR APRIL 2016
PACIFIC GAS & ELECTRIC	62707	5/13/2016	8	110.06	ADM/ELEC SVC RADIO SHACK APRIL 2016
				27,021.00	
QUILL CORP	62639	5/5/2016	1	87.29	WW/OFFICE SUPPLIES DYMO TAPE RETRACTABLE PENS
QUILL CORP	62639	5/5/2016	1	30.24	WW/OFFICE SUPPLIES MAILING TAPE
QUILL CORP	62639	5/5/2016	1	262.81	WW/OFFICE SUPPLIES WW OFFICE REDO
QUILL CORP	62639	5/5/2016	1	272.12	ADM/OFFICE SUPPLIES BINDERS WATER LASER PAPER
QUILL CORP	62639	5/5/2016	1	79.53	ADM/#10 WINDOW ENVELOPES FIVE THOUSAND
QUILL CORP	62639	5/5/2016	1	95.12	ADM/OFFICE SUPPLIES BINDERS AND WATER
QUILL CORP	62639	5/5/2016	1	6.42	ADM/OFFICE SUPPLIES
QUILL CORP	62639	5/5/2016	1	42.84	ADM/OFFICE SUPPLIES
QUILL CORP	62741	5/19/2016	1	144.03	FD/OFFICE SUPPLIES HP INK
QUILL CORP	62741	5/19/2016	1	154.04	WD/OFFICE SUPPLIES PENS, ENVELOPES, CUPS
QUILL CORP	62741	5/19/2016	1	5.90	ADM/OFFICE SUPPLIES

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF MAY, 2016**

<u>Vendor Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Line #</u>	<u>Line Amt</u>	<u>Line Description</u>
QUILL CORP	62741	5/19/2016	1	13.96	ADM/OFFICE SUPPLIES PRINTER EXTENSION CORD
QUILL CORP	62741	5/19/2016	1	166.69	ADM/OFFICE SUPPLIES WATER, LASER PAPER INK
QUILL CORP	62741	5/19/2016	2	(8.80)	ADM/OFFICE SUPPLIES CREDIT FOR COPY PAPER 5379319
QUILL CORP	62741	5/19/2016	1	107.49	ADM/WIRELESS KEYBOARD AND MOUSE
QUILL CORP	62741	5/19/2016	1	26.83	ADM/OFFICE SUPPLIES RECYCLABLE NOTEBOOKS
QUILL CORP	62741	5/19/2016	1	293.64	ADM/OFFICE SUPPLIES LASER PAPER PUSH PINS
QUILL CORP	62741	5/19/2016	1	15.04	ADM/OFFICE SUPPLIES
QUILL CORP	62741	5/19/2016	1	48.95	ADM/OFFICE SUPPLIES STAPLES, MARKERS WALL POCKET
QUILL CORP	62741	5/19/2016	1	268.73	ADM/HP HIGH YIELD INK CARTRIDGE/COPY PAPER
				2,112.87	
RETIREE00	62645	5/13/2016	1	420.67	WD/MONTHLY HEALTH INSUR PREMIUM REIMB JUN '16
RETIREE01	62646	5/13/2016	1	991.30	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE02	62647	5/13/2016	1	433.14	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE04	62648	5/13/2016	1	142.10	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE04	62677	5/13/2016	1	426.30	ADM/MO HEALTH INS PREM REIMB MARCH APRIL MAY '16
RETIREE05	62649	5/13/2016	1	420.67	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE06	62650	5/13/2016	1	142.18	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE07	62651	5/13/2016	1	147.83	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE08	62652	5/13/2016	1	420.67	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE09	62653	5/13/2016	1	147.83	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE10	62654	5/13/2016	1	147.83	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE11	62655	5/13/2016	1	147.83	ADM/MONTHLY HEALTH INS PREMIUM REIMB FOR JUN '16
RETIREE12	62656	5/13/2016	1	1,007.80	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE13	62657	5/13/2016	1	147.83	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE14	62658	5/13/2016	1	147.83	F&R/MONTHLY HEALTH INSUR PREM REIMB FOR JUN '16
RETIREE15	62659	5/13/2016	1	142.12	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE16	62660	5/13/2016	1	409.23	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE17	62661	5/13/2016	1	409.23	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE19	62662	5/13/2016	1	1,007.80	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE20	62663	5/13/2016	1	147.83	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE21	62664	5/13/2016	1	142.12	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE22	62665	5/13/2016	1	395.75	WW/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE23	62666	5/13/2016	1	409.23	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE24	62667	5/13/2016	1	147.83	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE26	62668	5/13/2016	1	767.35	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE27	62669	5/13/2016	1	991.30	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE28	62670	5/13/2016	1	420.67	F&R/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE29	62671	5/13/2016	1	452.77	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE30	62672	5/13/2016	1	433.14	WD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE31	62673	5/13/2016	1	433.14	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE32	62674	5/13/2016	1	991.30	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE33	62675	5/13/2016	1	433.14	ADM/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
RETIREE34	62676	5/13/2016	1	991.30	FD/MONTHLY HEALTH INSUR PREMIUM REIMB FOR JUN '16
				14,417.06	
SAN LUIS OBISPO COUNTY	62710	5/13/2016	1	15,000.00	SWF/RETAINER FOR SLO COUNTY LANDWATCH CASE DEFENSE
SAN LUIS SECURITY SYSTEMS	62743	5/19/2016	1	126.00	ADM/SECURITY SYSTEM 1316 TAMSEN 6/1-8/31/16
SCOTT O'BRIEN FIRE SAFETY	62744	5/19/2016	1	506.30	WW/NON ANNAUL SERVICE CALL TEST & BRACKETS
SDRMA	62709	5/13/2016	1	3,496.58	ADM/PROPERTY LIABILITY SUPPLEMENT
SDRMA	62754	5/26/2016	1	108,703.03	ADM/ANNUAL WORKERS COMP PROGRAM 7/1/16-6/30/17
SDRMA	62771	5/27/2016	1	70,199.22	ADM/2016-2017 PROPERTY/LIABILITY PKG PROGRAM
				182,398.83	
SLO COUNTY CLERK-RECORDER	62772	5/27/2016	1	15.00	WD/RELEASE OF LIEN 2181 LATHAM PLACE
SPANISH TRANSLATIONS	62745	5/19/2016	1	335.00	F&R/SPANISH TRANSLATIONS - VETERANS' HALL INFO

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF MAY, 2016**

<u>Vendor Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Line #</u>	<u>Line Amt</u>	<u>Line Description</u>
STATE OF CALIF BOARD OF EQUALI	62746	5/19/2016	1	117.33	ADM/CALFIRE-FIRE PREVENTION FEE FF STF 63-600505
STATE OF CALIFORNIA	62773	5/27/2016	1	49.00	WW/FINGERPRINT PROCESSING J ALLCHIN
STATE OF CALIFORNIA	62773	5/27/2016	1	49.00	ADM/FINGERPRINT PROCESSING H DODSON
				98.00	
STATE WATER RESOURCE CONTROL B	62711	5/13/2016	1	168,850.57	WW/CWSRF FINANCE AGRMENT CONT #4806-550-0 PRINCIPLE
STATE WATER RESOURCE CONTROL B	62711	5/13/2016	2	3,377.01	WW/CWSRF FINANCE AGRMENT CONT #48065500 INTEREST
STATE WATER RESOURCE CONTROL B	62711	5/13/2016	3	1,688.51	WW/CWSRF FINANCE AGRMENT CONT #4806-550-0 SVC CHR
				173,916.09	
TECHXPRESS, INC.	62640	5/5/2016	1	3,135.00	ADM/MONTHLY NETGUARD IT SERVICE
TECHXPRESS, INC.	62712	5/13/2016	1	230.94	ADM/DELL C1760NW PRINTER FOR A/P AND PAYROLL STN
TECHXPRESS, INC.	62747	5/19/2016	1	1,318.79	FD/OPTIPLEX 5040 PLUS HARDWARE & EQUIPMENT
				4,684.73	
TEMPLETON UNIFORMS	62748	5/19/2016	1	240.90	FD/NOMEX PANTS SHIRT BELT ERIC BEASLEY
TEMPLETON UNIFORMS	62748	5/19/2016	1	355.44	FD/NOMEX SHIRTS PANTS BELT IAN VAN WEERDEN POELMN
TEMPLETON UNIFORMS	62748	5/19/2016	1	240.90	FD/NOMEX PANTS SHIRT BELT NATHAN HASS
TEMPLETON UNIFORMS	62748	5/19/2016	1	240.90	FD/NOMEX PANTS SHIRT BELT JUSTIN MINER
TEMPLETON UNIFORMS	62748	5/19/2016	1	217.69	FD/NOMEX PANTS AND SHIRT JOSEPH GIBSON
TEMPLETON UNIFORMS	62748	5/19/2016	1	240.90	FD/NOMEX PANTS SHIRT AND BELT KEITH RADECKI
TEMPLETON UNIFORMS	62748	5/19/2016	1	217.69	FD/NOMEX SHIRT PANTS JOHNATHAN GIBSON
				1,754.42	
TEXAS REFINERY CORP.	62749	5/19/2016	1	171.32	FD/PRO-SPEC IV SYN BLEND 15W/40
THE BLUEPRINTER	62718	5/19/2016	1	138.46	ADM/1000 WINDOW ENVELOPES
THE DOCUTEAM	62692	5/13/2016	1	471.59	ADM/DOCUMENT STORAGE 04/01 - 4/30/16
THE GAS COMPANY	62626	5/5/2016	1	98.74	F&R/GAS SVC VETERAN'S HALL APRIL 2016
THE GAS COMPANY	62626	5/5/2016	1	5.12	FD/GAS SVC 5490 HEATH LANE APRIL 2016
THE GAS COMPANY	62626	5/5/2016	1	17.02	WW/GAS SVC 5500 HEATH LANE #B APRIL 2016
THE GAS COMPANY	62626	5/5/2016	1	37.86	WW/GAS SVC 5500 HEATH LANE APRIL 2016
THE GAS COMPANY	62699	5/13/2016	1	77.98	FD/GAS SVC 2850 BURTON DRIVE APRIL 2016
				236.72	
THE TRIBUNE	62642	5/5/2016	1	516.00	WW/WASTE WATER OPERATOR II AD 4/2 - 5/5/16
THOMAS S. GRAY	62728	5/19/2016	1	450.00	SWF/PUBLIC OUTREACH SERVICE APRIL 2016
UNITED RENTALS (NA) INC.	62643	5/5/2016	1	3,120.94	WW/SUPER VAC ASSIST/HOSES AND MISC FITTINGS
UNITED RENTALS (NA) INC.	62750	5/19/2016	1	263.38	WW/HOSE TANK TRUCK AND STRAINER
				3,384.32	
USA BLUE BOOK	62751	5/19/2016	1	797.26	WD/PFA TUBING 100'
USA BLUE BOOK	62751	5/19/2016	1	179.05	WD/ISULATED STORM BOOTS
USA BLUE BOOK	62751	5/19/2016	1	293.06	WW/HACH NITRATE AMMONIA REAGENT
USA BLUE BOOK	62751	5/19/2016	1	160.39	WW/WHITE SWAN LABCOATS CHEMICAL RESISTANT SHIELD
USA BLUE BOOK	62751	5/19/2016	1	273.42	WD/PFA TUBING 25' ROLL
				1,703.18	
VERIZON WIRELESS	62752	5/19/2016	1	34.95	FD/MONTHLY CELL PHONE SERV WATER TENDER APRIL 2016
VERIZON WIRELESS	62752	5/19/2016	2	90.95	FD/MONTHLY CELL PHONE SERV WATER ENGINE 5791 4/16
VERIZON WIRELESS	62752	5/19/2016	1	36.29	F&R/MONTHLY ON CALL CELL PHONE SERVICE APRIL 2016
VERIZON WIRELESS	62752	5/19/2016	2	67.72	WD/MONTHLY ON CALL CELL PHONE SERVICE APRIL 2016
VERIZON WIRELESS	62752	5/19/2016	3	71.28	WW/MONTHLY ON CALL CELL PHONE SERVICE APRIL 2016
VERIZON WIRELESS	62752	5/19/2016	4	22.96	ADM/MONTHLY CELL PHONE SERVICE APRIL 2016
				324.15	

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF MAY, 2016**

<u>Vendor Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Line #</u>	<u>Line Amt</u>	<u>Line Description</u>
WINE COUNTRY BALANCE	62753	5/19/2016	1	410.00	WW/SCALE - CLEAN AND CALIBRATE
WINSOR CONSTRUCTION, INC.	62644	5/5/2016	1	60.00	F&R/GREE WASTE DISPOSAL
WINSOR CONSTRUCTION, INC.	62644	5/5/2016	1	65.00	F&R/GREEN WASTE DISPOSAL
WINSOR CONSTRUCTION, INC.	62775	5/27/2016	1	40.00	F&R/GREEN WASTE DISPOSAL
				<u>165.00</u>	
	62112	5/3/2016	9000	(409.23)	Ck# 062112 Reversed
Accounts Payable Vendor Subtotal				<u>587,013.20</u>	
AFLAC (AMER FAM LIFE INS)	4609	5/6/2016	1	134.94	VOLUNTARY INS-PRETAX
AFLAC (AMER FAM LIFE INS)	4609	5/6/2016	1	13.44	VOLUNTARY INS-PRETAX
AFLAC (AMER FAM LIFE INS)	4627	5/20/2016	1	134.94	VOLUNTARY INS-PRETAX
AFLAC (AMER FAM LIFE INS)	4627	5/20/2016	1	13.44	VOLUNTARY INS-PRETAX
				<u>296.76</u>	
AMERITAS	4637	5/31/2016	1	2,894.30	DENTAL INSURANCE-YER
AMERITAS	4637	5/31/2016	2	84.76	DENTAL INSURANCE-YER
AMERITAS	4637	5/31/2016	3	56.36	DENTAL INSURANCE-YER
AMERITAS	4637	5/31/2016	4	1.47	DENTAL INSURANCE-YER
AMERITAS	4637	5/31/2016	1	362.80	DENTAL INSURANCE-YER
				<u>3,399.69</u>	
CAMBRIA COMMUNITY SERVICES DIS	4610	5/6/2016	1	900.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	4610	5/6/2016	2	250.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	4610	5/6/2016	3	100.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	4610	5/6/2016	4	250.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	4610	5/6/2016	5	150.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	4610	5/6/2016	6	250.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	4628	5/20/2016	1	900.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	4628	5/20/2016	2	250.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	4628	5/20/2016	3	100.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	4628	5/20/2016	4	250.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	4628	5/20/2016	5	150.00	MEDICAL REIMBURSEMNT
CAMBRIA COMMUNITY SERVICES DIS	4628	5/20/2016	6	250.00	MEDICAL REIMBURSEMNT
				<u>3,800.00</u>	
CAMBRIA FIRE FIGHTERS LOCAL 46	4613	5/6/2016	1	360.00	DUES-FIRE IAFF
CAMBRIA FIRE FIGHTERS LOCAL 46	4631	5/20/2016	1	360.00	DUES-FIRE IAFF
				<u>720.00</u>	
CAMBRIA FIREFIGHTERS ASSN	4612	5/6/2016	1	113.47	RESERVE FIREFTR DUES
CAMBRIA FIREFIGHTERS ASSN	4630	5/20/2016	1	130.08	RESERVE FIREFTR DUES
				<u>243.55</u>	
EMPLOYMENT DEVELOPMENT DP	4611	5/6/2016	1	3,712.01	STATE INCOME TAX
EMPLOYMENT DEVELOPMENT DP	4611	5/6/2016	1	874.52	STATE INCOME TAX
EMPLOYMENT DEVELOPMENT DP	4629	5/20/2016	1	3,881.03	STATE INCOME TAX
EMPLOYMENT DEVELOPMENT DP	4629	5/20/2016	1	879.90	STATE INCOME TAX
				<u>9,347.46</u>	
H.O.B.-DIRECT DEPOSIT	4614	5/6/2016	1	2,975.00	Direct Deposit Flat
H.O.B.-DIRECT DEPOSIT	4614	5/6/2016	1	52,504.99	Direct Deposit Flat
H.O.B.-DIRECT DEPOSIT	4632	5/20/2016	1	2,975.00	Direct Deposit Flat
H.O.B.-DIRECT DEPOSIT	4632	5/20/2016	1	55,775.15	Direct Deposit Flat
				<u>114,230.14</u>	
ICMA-VNTGPT TRSFR AGT 457	4616	5/6/2016	1	1,773.33	457 DEFERRED COMP
ICMA-VNTGPT TRSFR AGT 457	4616	5/6/2016	1	809.25	457 DEFERRED COMP

**CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF MAY, 2016**

<u>Vendor Name</u>	<u>Check #</u>	<u>Check Date</u>	<u>Line #</u>	<u>Line Amt</u>	<u>Line Description</u>
ICMA-VNTGPT TRSFR AGT 457	4634	5/20/2016	1	1,773.33	457 DEFERRED COMP
ICMA-VNTGPT TRSFR AGT 457	4634	5/20/2016	1	809.25	457 DEFERRED COMP
				5,165.16	
IRS/FEDERAL PARYOLL TAXES	4615	5/6/2016	1	11,728.66	FEDERAL INCOME TAX
IRS/FEDERAL PARYOLL TAXES	4615	5/6/2016	1	12,160.98	FEDERAL INCOME TAX
IRS/FEDERAL PARYOLL TAXES	4615	5/6/2016	1	2,844.18	FEDERAL INCOME TAX
IRS/FEDERAL PARYOLL TAXES	4633	5/20/2016	1	12,099.00	FEDERAL INCOME TAX
IRS/FEDERAL PARYOLL TAXES	4633	5/20/2016	1	12,271.98	FEDERAL INCOME TAX
IRS/FEDERAL PARYOLL TAXES	4633	5/20/2016	1	2,870.12	FEDERAL INCOME TAX
				53,974.92	
LINCOLN FINANCIAL GROUP	4638	5/31/2016	1	203.51	LIFE INSURANCE
LINCOLN FINANCIAL GROUP	4638	5/31/2016	2	7.57	LIFE INSURANCE
LINCOLN FINANCIAL GROUP	4638	5/31/2016	3	2.82	LIFE INSURANCE
LINCOLN FINANCIAL GROUP	4638	5/31/2016	4	(7.57)	LIFE INSURANCE
LINCOLN FINANCIAL GROUP	4638	5/31/2016	5	(0.01)	LIFE INSURANCE
				206.32	
PERS HEALTH BENEFIT SERV	4640	5/31/2016	1	28,070.79	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	4640	5/31/2016	2	-	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	4640	5/31/2016	3	(38.32)	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	4640	5/31/2016	4	625.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	4640	5/31/2016	5	500.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	4640	5/31/2016	6	1,375.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	4640	5/31/2016	7	750.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	4640	5/31/2016	8	750.00	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	4640	5/31/2016	9	107.84	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	4640	5/31/2016	10	74.25	MEDICAL INSURANC-YER
PERS HEALTH BENEFIT SERV	4640	5/31/2016	1	5,666.97	MEDICAL INSURANC-YER
				37,881.53	
PERS RETIREMENT SYSTEM	4617	5/6/2016	2	15,901.67	PERS PAYROLL REMITTANCE
PERS RETIREMENT SYSTEM	4635	5/20/2016	2	15,580.04	PERS PAYROLL REMITTANCE
PERS RETIREMENT SYSTEM	4639	5/31/2016	1	8,790.07	UNFUNDED ACCRUED LIABILITY
PERS RETIREMENT SYSTEM	4639	5/31/2016	2	2,947.71	UNFUNDED ACCRUED LIABILITY
PERS RETIREMENT SYSTEM	4639	5/31/2016	3	7,496.68	UNFUNDED ACCRUED LIABILITY
PERS RETIREMENT SYSTEM	4639	5/31/2016	4	6,234.54	UNFUNDED ACCRUED LIABILITY
PERS RETIREMENT SYSTEM	4639	5/31/2016	5	2,800.00	UNFUNDED ACCRUED LIABILITY
				59,750.71	
SEIU LOCAL 620	4618	5/6/2016	1	379.24	SEIU UNION DUES
SEIU LOCAL 620	4636	5/20/2016	1	371.07	SEIU UNION DUES
				750.31	
				Payroll Payable Vendor Subtotal	
				<u>289,766.55</u>	
				TOTAL DISBURSEMENT FOR APRIL, 2016	
				<u>876,779.75</u>	

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, May 26, 2016 12:30 PM

57

1. OPENING

A. Call to Order

President Robinette called the meeting to order at 12:30 p.m.

B. Pledge of Allegiance

President Robinette led the Pledge of Allegiance.

C. Establishment of Quorum

A quorum was established.

Directors present:

President Robinette, Vice President Thompson, Director Bahringer, and Director Sanders.

Director Rice arrived at 12:35 p.m.

Staff present: General Manager Jerry Gruber, Assistant District Counsel David Hirsch, Administrative Services Officer/District Clerk Monique Madrid, District Engineer Bob Gresens, and Finance Manager Patrick O'Reilly.

2. SPECIAL REPORTS

A. Sheriff's Department Report

Commander Taylor reported on recent events within Cambria

B. Cambria Community Services District Fire Department Report-Presented by William Hollingsworth

Fire Chief William Hollingsworth reported on recent events within Cambria.

3. ACKNOWLEDGEMENTS AND PRESENTATIONS

A. Balance Public Relations Senator Dean Florez Ret., to Provide an Update of Activities

Senator Dean Florez Ret., provided a status report of his recent work.

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

None

5. PUBLIC COMMENT

Public Comment:

Allen MacKinnon

Donald Archer

Sherri Bell

Elizabeth Bettenhausen

Tina Dickason

Christina Tobin

Susan Pledra

Jerry MacKinnon

6. **MANAGER'S AND BOARD REPORTS (Estimated time 15 Minutes total)**

A. **Manager's Report**

i. **General Manager's Report**

General Manager Jerry Gruber introduced the report and provided a brief summary. He then turned the item over to District Engineer Bob Gresens who provided a brief summary of the Engineer's section of the report. Finance Manager Patrick O'Reilly then provided a brief summary of the Finance Manager's report.

Public Comment:

Elizabeth Bettenhausen
Christina Tobin
Tina Dickason
Sherri Bell
Mary Webb

B. **Ad Hoc Committee Reports and Other Related Board Member Reports (Committee Meetings and Board authorized Meetings Attended)**

Director Rice reported the Wastewater Ad Hoc Committee met at the wastewater plant to review the needed improvements for budget purposes. She also attended the BRPCC meeting and reported they will be placing an item on their agenda to ask about increasing the size of the Committee to 10 members.

Director Bahringer reported he attended the NCAC and FFRP Board meetings.

President Robinette attended the Fire Focus Safe meeting and a meeting regarding a Co Generation plant location at the WWTP.

Public Comment:
Elizabeth Bettenhausen
Tina Dickason
Mary Webb
Sherri Bell

7. **CONSENT AGENDA**

General Manager Jerry Gruber introduced the item and provided a brief summary.

Public Comment:
Mary Webb
Elizabeth Bettenhausen
Christina Tobin
Tina Dickason

Director Rice asked for clarification on item 7A, the minutes for the April 28 meeting. An item under Future Agenda Items with a formal motion wasn't brought forward and Director Rice questioned why. An explanation was given indicating that the motion was a little confusing and consisted of multiple items.

- A. Consideration to Approve the Minutes from Special Meetings held on February 12, 2016, March 3, 2016 and April 8, 2016 and the Regular Meetings held on March 24, 2016 and April 28, 2016

- B. Consideration to Approve the April 2016 Expenditure Report
- C. Consideration of Approval of Proposed 2016 CSDA Bylaws Updates
- D. Consideration of Resolution 23-2016 Requesting Consolidation of the CCSD 2016 Biennial Election with the November 8, 2016 Consolidated Presidential Election

Director Rice moved to approve the Consent Agenda.

Director Sanders seconded the motion.

Roll Call Vote:

Director Rice-Aye
 Director Sanders-Aye
 Director Bahringer-Aye
 Vice President Thompson-Aye
 President Robinette-Aye

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

8. HEARINGS AND APPEALS

- A. Consideration of Adoption of Resolution 19-2016 Confirming the Itemized Report of Water and Wastewater Standby or Availability Charges for Collection on the County Tax Rolls

General Manager Jerry Gruber introduced the item and turned it over to Assistant District Counsel David Hirsch. Mr. Hirsch provided a summary of the item.

President Robinette opened the public hearing.

Public Comment:
 None.

President Robinette closed the public hearing.

Director Sanders moved for approval of Resolution 19-2016 Confirming the Itemized Report of Water and Wastewater Standby or Availability Charges for Collection on the County Tax Rolls.

Director Bahringer seconded the motion.

Roll Call Vote:

Director Sanders-Aye
 Director Bahringer-Aye
 Director Rice-Nay
 Vice President Thompson-Aye
 President Robinette-Aye

Motion Passed Ayes – 4, Nays – 1, (Rice), Absent - 0

9. REGULAR BUSINESS

- A. Discussion and Consideration of Adoption of Resolution 22-2016 Approving an Employment Agreement with William S. Hollingsworth

General Manager Jerry Gruber introduced the item and provided a brief summary of the⁶⁰ proposed Agreement.

Public Comment
None.

Director Sanders moved to adopt Resolution 22-2016 Approving an Employment Agreement with William Hollingsworth as the CCSD Fire Chief.

Director Rice seconded the motion.

Roll Call Vote:

Director Sanders-Aye
Director Rice-Aye
Director Bahringer-Aye
Vice-President Thompson-Aye
President Robinette-Aye

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

B. Discussion and Consideration of the Revised Preliminary Budget for Fiscal Year 2016-2017

General Manager Jerry Gruber introduced the item and turned it over to Finance Manager Patrick O'Reilly. Mr. O'Reilly provided an overview of the Power Point highlighting the proposed draft budget for fiscal year 2016/2017.

Public Comment:
Elizabeth Bettenhausen
Sherri Bell
Tina Dickason

Director Bahringer asked the Finance Manager to report back on the questions on the expenditure report.

Director Sanders asked to have the Board consider creating a policy to set the fund level for financial reserves.

Director Bahringer asked to have a small amount of money available at all times for the General Manager to use if an emergency need arises.

Director Rice commented that the proposed budget is not balanced due to the deficit in some departments/funds.

Director Bahringer proposed to accept the preliminary budget.

10. Second Public Comment

None.

11. FUTURE AGENDA ITEM(S)

Public Comment:
None.

Director Bahringer asked to clarify his motion at the last Board meeting and moved to readdress the May 22, 2014, agenda Item, 9D, as an action item regarding the suspension of

all outstanding intent to serve letters, a list of parcels restricted from connecting and would like¹ to consider allowing them to connect. Staff to provide the fiscal impact of their connection.

Director Thompson seconded the motion.

Roll Call Vote:

Director Bahringer-Aye
Vice President Thompson-Aye
Director Rice-Aye
Director Sanders-Aye
President Robinette-Aye

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

Director Rice moved to have an item on the agenda next month to consider possible changes to the meeting times and to consider changing the bylaws to allow for changing the meeting times outside of changing the bylaws.

President Robinette seconded the motion.

Roll Call Vote:

Director Rice-Aye
President Robinette-Aye
Director Bahringer-Aye
Director Sanders-Aye
Vice President Thompson-Aye

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

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

Public Comment:
Christina Tobin
Tina Dickason

President Robinette adjourned to closed session at 5:15 p.m.

- A. CONFERENCE WITH LABOR NEGOTIATORS Pursuant to Government Code Section 54957.6**
Agency Designated Representative: Assistant District Counsel David Hirsch
Unrepresented Employee: General Manager Jerry Gruber

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
ADJOURNED REGULAR MEETING MINUTES
Thursday, June 2, 2016, 2:00 PM

1. OPENING

A. Call to Order

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

B. Pledge of Allegiance

President Robinette led the Pledge of Allegiance.

C. Establishment of Quorum

A quorum was established.

Board Members present:

President Robinette, Vice President Thompson, Director Bahringer, Director Rice,
and Director Sanders

Staff Present:

General Manager Jerry Gruber, District Counsel Timothy Carmel, and Administrative
Services Officer/District Clerk Monique Madrid

2. SPECIAL REPORTS

None

3. ACKNOWLEDGEMENTS AND PRESENTATIONS

None

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

None

5. PUBLIC COMMENT

Tina Dickason

Karen Dean

Tina Dickason

Cheryl McDowell

Michael Calderwood: submitted his written comments

Karen Dean

6. MANAGER'S AND BOARD REPORTS (Estimated time 15 Minutes total)

A. Manager's Report

None.

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

None.

7. CONSENT AGENDA

None.

8. HEARINGS AND APPEALS

None.

9. REGULAR BUSINESS

None.

10. **Second Public Comment**
None.

11. **FUTURE AGENDA ITEM(S)**
None.

12. **ADJOURN TO CLOSED SESSION (Estimated time 60 Minutes)**

President Robinette adjourned the meeting to Closed Session at 2:17 p.m.

A. **CONFERENCE WITH LABOR NEGOTIATORS** Pursuant to Government Code
Section 54957.6
Agency Designated Representative: District Counsel Timothy Carmel
Unrepresented Employee: General Manager Jerry Gruber

DRAFT

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
Thursday, May 26, 2016 5:00 PM

1. OPENING

President Robinette called the meeting to order at 5:30 p.m.

A. Call to Order

President Robinette called the meeting to order at 5:30 p.m.

B. Pledge of Allegiance

President Robinette led the Pledge of Allegiance.

C. Establishment of Quorum

A quorum was established.

Board Members present:

President Robinette, Vice President Thompson, Director Bahringer, Director Rice, and Director Sanders

Staff Present: General Manager Jerry Gruber, Assistance District Counsel David Hirsch, and Administrative Services Officer/District Clerk Monique Madrid

2. PUBLIC COMMENT

None.

3. ADJOURN TO CLOSED SESSION

President Robinette adjourned to closed session at 5:33 p.m.

A. CONFERENCE WITH LEGAL COUNSEL-

Existing Litigation Pursuant to Government Code Section 54956.9(d)

Name of Case: Landwatch San Luis Obispo County v. Cambria Community Services District, San Luis Obispo Superior Court, Case No. 14CVP0258

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.C.**FROM: Jerry Gruber, General Manager
Patrick O'Reilly, Finance Manager-----
Meeting Date: June 23, 2016Subject: CONSIDERATION OF RESOLUTION
24-2016 ESTABLISHING FISCAL YEAR
2016/2017 APPROPRIATIONS LIMIT
-----**RECOMMENDATIONS:**

Staff recommends that the Board of Directors adopt the attached Resolution 24-2016 establishing the appropriations limit from tax proceeds for Fiscal Year 2016/2017.

FISCAL IMPACT:

There are no fiscal or personnel impacts.

DISCUSSION:

Annually, the CCSD is required to calculate the expenditure appropriations limit from tax proceeds to determine compliance with Propositions 4 (Gann Initiative) and 111 (Spending Limitation Act of 1990). This calculation is based on the previous year's appropriations limit multiplied by the per capita personal income percentage change and multiplied again by the population percentage change. The State Department of Finance provides both the population change and the per capita personal income change for the previous fiscal year.

The CCSD is responsible for dividing revenues between tax and non-tax and applying the formula to the cumulative appropriations limit. For Fiscal Year 2016/2017, the appropriations limit has been calculated to be \$2,748,847.

This calculation means that the CCSD cannot receive more than \$2,748,847 in tax-based revenues in Fiscal Year 2016/2017. The estimated tax-based revenues for Fiscal Year 2016/2017 have been calculated to be \$2,400,387, which is approximately \$348,460 less than the appropriations limit. Therefore, the CCSD is in compliance with Article XIIB of the California Constitution.

Attachment: Resolution 24-2016 and Exhibit A to Resolution 24-2016

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ ROBINETTE ___ THOMPSON ___ BAHRINGER ___ RICE ___ SANDERS

RESOLUTION 24-2016
June 23, 2016

A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE CAMBRIA COMMUNITY SERVICES DISTRICT
ADOPTING A TAX PROCEEDS EXPENDITURE
APPROPRIATIONS LIMIT FOR FISCAL YEAR 2016/2017

WHEREAS, Government Code Sections 7900 et seq. provide for the effective and efficient implementation of Article XIII B of the California Constitution; and

WHEREAS, Government Code Sections 7900 et seq. provide that each year, the governing body of each local jurisdiction shall, by resolution, establish the annual adjustment factors to be used and the tax proceeds expenditure appropriations limit.

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

The appropriations limit for Fiscal Year 2016/17 is hereby set at Two Million Seven Hundred Forty Eight Thousand Eight Hundred Forty Seven Dollars (\$2,748,847).

Documentation used in the determination of the tax proceeds expenditure appropriations limit is attached hereto as Exhibit "A" and incorporated herein by this reference.

This Resolution is effective on its date of adoption.

PASSED AND ADOPTED THIS 23rd day of June, 2016.

AYES:

NAYS:

ABSENT:

Gail Robinette, President
Board of Directors

APPROVED AS TO FORM:

Timothy J. Carmel, District Counsel

ATTEST:

Monique Madrid, District Clerk

Exhibit A to Resolution 24-2016

**CAMBRIA COMMUNITY SERVICES DISTRICT
2016-2017 APPROPRIATIONS LIMIT
AND BUDGETED APPROPRIATIONS SUBJECT TO LIMIT**

2015-2016 APPROPRIATIONS COMPARISON

Limit for 2015-2016	\$ 2,593,198
Budgeted Appropriations Subject to Limitation	<u>1,992,626</u>
Amount Under Limit	<u><u>\$ 600,572</u></u>

2016-2017 APPROPRIATIONS LIMIT CALCULATION

Consumer Price Index & Population Ratio (Unincorporated SLO County):		
Per Capita Cost of Living Increase:	5.370%	
Converted to Ratio		1.0537
Population Increase:	<u>0.600%</u>	
Converted to Ratio		<u>1.0060</u>
Calculation of Factor		1.0600
2016-2017 Limit: 1.0600 x \$2,593,198	\$ 2,748,847	

2016-2017 BUDGETED APPROPRIATIONS SUBJECT TO LIMITATION

Secured and Unsecured Taxes	\$ 2,379,942
Special District Augmentation Fund	0
Home Owner Property Tax Relief	<u>20,445</u>
Total	<u><u>\$ 2,400,387</u></u>

2016-2017 APPROPRIATIONS COMPARISON

Limit for Fy 2016- 2017	\$ 2,748,847
Budgeted Appropriations Subject to Limitation	<u>2,400,387</u>
Amount Under Limit	<u><u>\$ 348,460</u></u>

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.D.**

FROM: Jerry Gruber, General Manager

Meeting Date: June 23, 2016 Subject: CONSIDERATION OF INCREASING
 THE SIZE OF THE BUILDOUT
 REDUCTION PROGRAM
 CITIZENS' COMMITTEE

RECOMMENDATIONS:

It is recommended that the Board of Directors increase the size of the Buildout Reduction Program Citizens' Committee (BRPCC) from five members to ten members by appointing the alternates as full members of the Committee.

FISCAL IMPACT:

No fiscal impact has been identified relating to the Board of Directors increasing the size of the BRPCC.

DISCUSSION:

The BRPCC currently consists of five members and five alternates. At its meeting on June 14, 2016, the BRPCC discussed the idea of expanding its membership and is recommending that the Board of Directors increase the size of the BRPCC to ten members. The proposal is to have the previously appointed five alternates made full members of the Committee. The reason is that much of the work being performed is through ad hoc subcommittees, and having a larger BRPCC will facilitate the work of the subcommittees.

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS:___ROBINETTE___ THOMPSON ___ BAHRINGER ___ RICE___ SANDERS___

TO: Board of Directors

AGENDA NO. **7.E.**

FROM: William Hollingsworth, Fire Chief

Meeting Date: June 23, 2016 Subject: CONSIDERATION OF
RESOLUTION 26-2016 APPROVING
AWARD OF FIRE HAZARD FUEL
REDUCTION CONTRACT

RECOMMENDATIONS:

Adopt Resolution 26-2016 approving:

1. The award of the Fire Hazard Fuel Reduction (FHFR) Contract to Bushwacker 1; and
2. Authorizing the General Manager to sign the contract for the 2016 Fire Hazard Fuel Reduction Program.

FISCAL IMPACT:

All costs for clearing the parcels are billed directly to the property owner by the CCSD. Any unpaid billing will be collected via the San Luis Obispo County Tax Roll for calendar year 2017 in accordance with the provisions of Health and Safety Code Sections 14875 et seq. CCSD administrative fees are also included in the charges.

DISCUSSION:

In accordance with the procedures in Health and Safety Code Sections 14875 et seq., as part of its annual Fire Hazard Fuel Reduction Program (FHFRP) the CCSD contracts to provide for the removal of dangerous fuels and vegetation that have not been timely abated by property owners. Accordingly, the CCSD issued a Request for Proposals (“RFP”) for a contractor to abate and remove the fuels and vegetation. Proposals were due on June 16th at 3:00 PM. The RFP is attached for information.

One contractor proposal was received by the deadline and evaluated by the CCSD based upon the selection criteria outlined in the FHFRP RFP and contract documents. The contractor that has been selected, Bushwacker 1, submitted a responsive proposal, which is attached for reference. The 2016 FHFRP Agreement is also attached.

Attachments:

- Bushwacker 1 Proposal
- Resolution 26-2016 and Exhibit A FHFRP Agreement

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ ROBINETTE ___ THOMPSON ___ BAHRINGER ___ RICE ___ SANDERS ___

BUSHWACKER 1

Andy Dreyfus

2075 Main St.

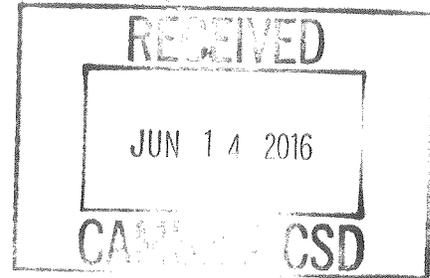
Cambria, CA. 93428

Ph. 805-927-3449 Cell 805-674-3004

Bushwacker2014@yahoo.com

June 13, 2016

Cambria Community Services District
Cambria Fire Department
2850 Burton Dr.
Cambria CA. 93428



To Whom It May Concern:

I, Andrew Dreyfus as Contractor agree to be bound by the proposal without modification unless mutually agrees by the Contractor and Cambria Community Services District.

Respectfully submitted,

Andrew (Andy) Dreyfus, Owner
Bushwacker 1

BUSHWACKER 1

Andy Dreyfus
 2075 Main St.
 Cambria, CA. 93428
 Ph. 805-927-3449 Cell 805-674-3004

Bushwacker2014@yahoo.com

June 13, 2016

Re: QUALIFICATIONS

I have been part of Bushwacker 1 since I was 14 years old, doing weed abatement / fuel reduction work in Cambria with my step-father Don Campo. My step-father helped the Cambria Fire Department build the weed abatement program over 30 years ago. He was a surveyor for over 20 years, and he trained me to read county assessor maps very accurately.

I was an employee of Cambria Community Services District Waist Water Department for 18 plus years and have thorough knowledge of the community. We use top of the line specialized equipment to carry out all fuel reduction operation safely and efficiently.

Bushwacker1 strives to be the most efficient and trustworthy weed abatement business in San Luis Obispo County.

REFERENCES:

Jack Posemsky
 P.O. Box 222
 Cambria, CA.
 927-4777

Reggie Perkins
 5538 Windsor Blvd.
 Cambria, CA.
 927-8195

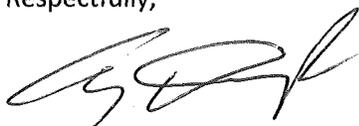
Bob Putney
 Cambria Fire Chief Retired
 2961 Wood Dr.
 Cambria, CA
 927-4817

Bill Hollingsworth
 Chief, Cambria Fire Department
 2850 Burton Dr.
 Cambria, CA
 927-6240

Steve Bitto
 Captain, Cambria Fire Department
 2730 Newton Dr.
 Cambria, CA
 927-4817

Delon Blackburn
 Cambria C.C.S.D.
 5500 Heath Ln.
 Cambria, CA
 927-6223

Respectfully,



Andrew (Andy) Dreyfus, Owner
 Bushwacker 1

EXHIBIT "E"

**CAMBRIA COMMUNITY SERVICES DISTRICT
FIRE HAZARD FUEL REDUCTION PROGRAM - 2016
BID PROPOSAL FORM**

SCHEDULE OF PROPOSED CHARGES:

The bidder shall set forth for each item of work, in clearly legible figures, a unit price for the item in the respective spaces provided for this purpose.

A. Maximum charge for moving equipment onto a lot: \$ 25

B. Type of equipment and cost per hour, including operator:

1. Tractor with mower \$ 65

2. High wheel mower \$ N/A

3. Weed-eater \$ 35

4. Chainsaw \$ 35

5. Other equipment (list with charges): _____

6. Dump and haul fee (charge by cubic yard) \$ 25

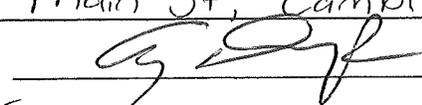
C. Laborer charge (per person/per hour) \$ 25

D. Pictures – before and after \$ 5 EA

I, the undersigned, declare that I am authorized to submit a proposal on behalf of the stated business, have carefully examined Exhibits "A," "B," and "C," and hereby propose to do all the work necessary to complete the project in accordance with the provisions, policies and regulations stated in the attached Fire Hazard Fuel Reduction Agreement:

NAME OF PROPOSER: Bushwacker 1

ADDRESS: 2075 Main St, Cambria, Ca.

SIGNATURE OF PROPOSER: 

TITLE: owner

DATE: 6/13/16

BUSHWACKER 1

EQUIPMENT LIST

SAFETY GEAR

- Hard hat Helmets with Face Shields
- Safety Glasses
- Hearing Protection
- Chain Saw Chaps
- Gloves
- Respirators
- Spark Arresters on all combustion equipment
- Water sprayer
- First Aid Kits

EQUIPMENT

Description	Units
• 90Hp Kubota track Loader w/ mulching head & debris grapple bucket	1
• 38Hp Kubota Skip & Drag w/ mower / mulcher	1
• 15" Bandit Chipper	1
• Pickup Trucks	1
• Stihl Chain Saws (various sizes)	5
• Stihl FS-250 Commercial Weed Eaters	6
• B-450 Commercial Weed Eaters	4
• Commercial Blowers	2
• Stihl Commercial Hedge Trimmer	1
• Other various hand tools to do required work	

INSURANCE

- Worker's Compensation Insurance
- Commercial General Liability \$1,000,000
- Commercial Vehicle Insurance

PARCEL # _____ - _____ - _____

BUSHWACKER 1
2075 MAIN ST.
CAMBRIA, CA 93428

NO WORK HAD BEEN DONE ON PARCEL

			<u>CHARGES</u>
MOWING:	FIRE BREAK <input type="checkbox"/>	ENTIRE PARCEL <input type="checkbox"/>	_____
HAULING:	CUBIC YDS.	_____ @ \$_____ PER CU. YD.	_____
CHAIN SAW:	HRS.	_____ @ \$_____ PER HR.	_____
WEED EATER:	HRS.	_____ @ \$_____ PER HR.	_____
TRACTOR WORK:	HRS.	_____ @ \$_____ PER HR.	_____
LABOR		_____ @ \$_____ PER HR.	_____
PICTURES AS REQ'D		_____ @ \$_____ EACH	_____
OTHER	_____		_____
TOTAL CHARGES			\$_____

COMMENTS

SOME WORK HAD BEEN DONE ON PARCEL, BUT AT TIME OF INSPECTION IT DID NOT MEET FIRE DEPARTMENT REQUIREMENTS.

ADDITIONAL WORK REQUIRED BY FIRE DEPARTMENT:

- REMOW ENTIRE LOT
- WEED EAT AROUND TREES AND/OR FENCES
- BRUSH AND/OR PAMPAS GRASS REMOVAL
- TREE TRIMMING (FIRE LADDERS)
- HAULING OF DEBRIS
- ADDITIONAL WORK

DATE WORK PERFORMED _____ 2016
 INSPECTED BY _____ DATE _____ 2016

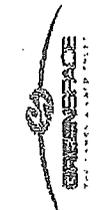
SUCCESSFUL COMPLETION OF

2006 Native Plant Identification and Fire Wise Defensible Space Field Training
Valid from April 2006 thru April 2007

This certificate is awarded to

DON CAMPO

Cambria Fire Department



Don Campo
Signature

4/25/06
Date

Bob [Signature]
Signature

4/25/06
Date

RESOLUTION 26-2016

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CAMBRIA COMMUNITY SERVICES DISTRICT APPROVING AN AWARD OF
THE 2016 FIRE HAZARD FUEL REDUCTION PROGRAM CONTRACT

WHEREAS, as part of its annual program to abate dangerous weeds and vegetation, the Cambria Community Services District (CCSD) conducts an annual Fire Hazard Fuel Reduction Program (FHFRP) in accordance with the provisions of Health and Safety Code Sections 14875 et seq.; and

WHEREAS, on April 28, 2016 the CCSD Board of Directors adopted Resolution 17-2016 declaring a state of emergency in Cambria due to the extreme risk of a catastrophic fire; and

WHEREAS, under the FHFRP, lots on which the nuisance fire hazard vegetation has not been removed by the owners are to be cleared and abated by the CCSD FHFRP contractor; and

WHEREAS, in order to select a contractor for the 2016 FHFRP a Request for Proposals (RFP) was advertised and the proposals that were submitted were evaluated in accordance with the criteria set forth in the RFP and contract documents; and

WHEREAS, based upon that evaluation the contractor, Bushwacker 1, has been selected as the lowest most responsive proposal;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Cambria Community Services District hereby:

1. Approves an Agreement for the 2016 Fire Hazard Fuel Reduction Program with Bushwacker 1, which Agreement is attached hereto as Exhibit A.
2. Authorizes the General Manager to make minor revisions to the Agreement.
3. Authorizes the General Manager to execute the Agreement.

Ayes:

Noes:

Absent:

PASSED AND ADOPTED THIS 23rd day of June 2016.

Gail Robinette, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Monique Madrid, District Clerk

Timothy J. Carmel, District Counsel

2016 FIRE HAZARD FUEL REDUCTION PROGRAM AGREEMENT

This Fire Hazard Fuel Reduction Program Agreement (“Agreement”) is made upon the date of execution, as set forth below, by and between, **CONTRACTOR** and the Cambria Community Services District ("**CCSD**"). The parties hereto, in consideration of the mutual covenants contained herein, hereby agree to the following terms and conditions:

It is understood and agreed to:

SCHEDULE OF CHARGES

The **CCSD** will pay the **CONTRACTOR** based upon the schedule of charges per the attached ***Bid Proposal Form***, attached hereto as Exhibit “E.”

DOCUMENTS INCORPORATED BY REFERENCE

Exhibits “A,” “B,” “C,” “D,” and “E,” attached hereto, are hereby incorporated by reference and made a part of this Agreement as if fully set forth herein.

OBLIGATIONS OF CONTRACTOR

- A. The **CONTRACTOR** shall furnish and maintain throughout the term of this Agreement all proper insurance coverage as specified in "*Legal Relations and Responsibilities to the Public*" (Exhibit A).
- B. All work shall be completed as depicted in the “*Fire Hazard Fuel Reduction Schedule*” (Exhibit B). At all times the **CONTRACTOR’s** work shall be subject to the approval of the Fire Chief or his designee.
- C. The **CONTRACTOR** shall become familiar, and shall fully comply with the **CCSD** “*Fire Hazard Fuel Reduction Policy*” (Exhibit C).
- D. Upon award of contractor, the **CONTRACTOR** shall furnish a “*Cash Deposit to Secure Faithful Performance*” (Exhibit D).
- E. The **CONTRACTOR** agrees to timely and fully perform or provide the services specified in this Agreement.
- F. The **CONTRACTOR** must submit packaged bills for lots cleared, including a cover page that lists the number of lots cleared and the total cost of the packaged bills.
- G. All parcel clearing charges must be submitted to the **CCSD** by September 5, 2016. Failure to deliver the parcel clearance charges to the **CCSD** by this date will result in a 10% withholding of all charges that are delivered late to the **CCSD** as liquidated damages, assessed against the **CONTRACTOR**.

MINIMUM AMOUNT OF SERVICE BY CONTRACTOR

CONTRACTOR agrees to devote the necessary hours to perform the services set forth in this Agreement in an efficient and effective manner. **CONTRACTOR** may represent, perform services for, and be employed by additional individuals or entities, at **CONTRACTOR's** sole discretion, as long as the performance of these extra-contractual services does not interfere with or present a conflict with **CCSD** business.

GENERAL PROVISIONS

TERM: This Agreement will become effective on the date of execution set forth below, and will continue until terminated as provided herein.

SERVICES TO BE PERFORMED: **CONTRACTOR** agrees to perform or provide the services specified in this Agreement.

CONTRACTOR shall determine the method, details and means of performing the above-referenced services.

CONTRACTOR may, at **CONTRACTOR's** own expense, employ such assistants as **CONTRACTOR** deems necessary to perform the services required of **CONTRACTOR** by this Agreement. **CCSD** may not control, direct or supervise **CONTRACTOR's** assistants or employees in the performance of those services.

TOOLS AND INSTRUMENTALITIES: **CONTRACTOR** shall provide all tools, equipment and instruments to perform the services required under this Agreement.

TERMINATION OF AGREEMENT

TERMINATION ON NOTICE: Notwithstanding any other provision of this Agreement, any party hereto may terminate this Agreement, at any time, without cause by giving at least **thirty (30) days'** prior written notice to the other parties to this Agreement.

TERMINATION ON OCCURRENCE OF STATED EVENTS: This Agreement shall terminate automatically on the occurrence of any of the following events:

- (1) Bankruptcy or insolvency of any party;
- (2) Sale of the business of any party;
- (3) The end of the **thirty (30) day** notice period as set forth above;
- (4) The completion of the work specified under Exhibit C; or
- (5) Assignment of this Agreement by **CONTRACTOR** without the prior written consent of the **CCSD**.

TERMINATION BY ANY PARTY FOR DEFAULT OF CONTRACTOR: Should any party default in the performance of this Agreement or materially breach any of its provisions, a non-breaching party, at their option, may terminate this Agreement, immediately, by giving written notice of termination to the breaching party.

OPTION TO EXTEND: If **CONTRACTOR** has completed all work and obligations set forth

in this Agreement satisfactorily, at the discretion of the **CCSD**, the Agreement may be extended through **September, 2017**. In that event, the **CCSD** will provide **CONTRACTOR** with an updated Exhibit B consisting of the Fire Hazard Fuel Reduction Program 2017 Schedule and all the terms governing this Agreement shall remain in effect according to the deadlines contained therein, unless sooner terminated.

MISCELLANEOUS:

REMEDIES: The remedies set forth in this Agreement shall not be exclusive, but shall be cumulative with, and in addition to, all remedies now or hereafter allowed by law or equity.

NO WAIVER: The waiver of any breach by any party of any provision of this Agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of this Agreement.

ASSIGNMENT: This Agreement is specifically not assignable by **CONTRACTOR** to any person or entity. Any assignment or attempt to assign by **CONTRACTOR**, whether it be voluntary or involuntary, by operation of law or otherwise, is void and is a material breach of this Agreement giving rise to a right to terminate as set forth in this Agreement.

ATTORNEYS' FEES: In the event of any controversy, claim or dispute between the parties hereto, arising out of or related to this Agreement, or the breach thereof, the prevailing party shall be entitled, in addition to other such relief as may be granted, to a reasonable sum as and for attorneys' fees.

NOTICES: Except as otherwise expressly provided by law, any and all notices or other communication required or permitted by this Agreement or by law to be served on or given to any party to this agreement shall be in writing and shall be deemed duly served and given when personally delivered or, in lieu of such personal service, when deposited in the United States mail, first-class postage prepaid, addressed as follows for each respective party:

CCSD

General Manager
Cambria Community Services District
PO Box 65
Cambria CA 93428

CONTRACTOR

GOVERNING LAW: This Agreement and all matters relating to this Agreement shall be governed by the laws of the State of California in force at the time any need for the interpretation of this Agreement or any decision or holding concerning this Agreement arises. Any action arising out of or related to this Agreement shall be filed in the State court in the State of California with jurisdiction over San Luis Obispo County.

BINDING EFFECT: This Agreement shall be binding on and shall inure to the benefit of the heirs, executors, administrators, successors and assigns of the parties hereto, but nothing in this section shall be construed as consent by **CCSD** to any assignment of this Agreement or an interest in this Agreement.

SEVERABILITY: Should any provision of this Agreement be held by a court of competent

jurisdiction or by a legislative or rulemaking act to be either invalid, void or unenforceable, the remaining provisions of this Agreement shall remain in full force and effect, unimpaired by the holding, legislation or rule.

SOLE AND ENTIRE AGREEMENT: This Agreement constitutes the sole and entire Agreement between the parties with respect to the subject matter hereof. This Agreement correctly set forth the obligations of the parties hereto to each other as of the date of this Agreement. All Agreements or representations respecting the subject matter of this Agreement not expressly set forth or referred to in this Agreement are null and void.

TIME: Time is expressly declared to be of the essence in this Agreement.

DUE AUTHORITY: The parties hereby represent that the individuals executing this Agreement are expressly authorized to do so on and in behalf of the parties.

CONSTRUCTION: The parties agree that each has had an opportunity to have their counsel review this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting shall not apply in the interpretation of this Agreement or any amendments or exhibits thereto. The captions of the sections are for convenience and reference only, and are not intended to be construed to define or limit the provisions to which they relate.

AMENDMENTS: Amendments to this Agreement shall be made only with the mutual written consent of all of the parties to this Agreement.

Executed on this ____ day of _____, 2016 at Cambria, California.

CAMBRIA COMMUNITY SERVICES DISTRICT

CONTRACTOR

By: _____
Jerry Gruber, General Manager

By: _____
Its: _____

Attest:

Monique Madrid, District Clerk

Approved As To Form:

Timothy J. Carmel, District Counsel

EXHIBIT "A"**LEGAL RELATIONS AND RESPONSIBILITIES TO THE PUBLIC**

Contractor's Insurance: The **CONTRACTOR** shall not commence work under this contract until he has obtained all insurance required under this Section and such insurance has been approved by the **CCSD** as to form, amount and carrier. Nor shall the **CONTRACTOR** allow any subcontractor to commence work on his subcontract until similar insurance required of the subcontractor has been so obtained and approved.

- (a) **Workers Compensation Insurance:** The **CONTRACTOR** shall establish and maintain, during the life of this contract, workers compensation insurance in a minimum amount of **One Million Dollars (\$1,000,000)** for all employees working under this Agreement, and in case any work is sublet, **CONTRACTOR** shall require subcontractor similarly to provide workers compensation insurance. **CONTRACTOR** shall indemnify the **CCSD** for any damage resulting to it from failure of either **CONTRACTOR** or the subcontractor to procure or maintain such insurance.
- (b) **Commercial General Liability Insurance:** The **CONTRACTOR** shall procure and maintain during the life of this contract, such public liability and property damage insurance as shall protect the **CCSD**, its elected and appointed boards, officers, agents and employees, **CONTRACTOR**, and any subcontractor performing work covered by this Contract from claims for damage for bodily injury including death, as well as claims for property damage which may arise from **CONTRACTOR's** or subcontractor's operations under this contract, whether such operations be by the **CONTRACTOR**, or by any subcontractor, or by anyone directly or indirectly employed by either **CONTRACTOR** or subcontractor, and in the minimum amount of **One Million Dollars (\$1,000,000)**.
- (c) **Auto Liability:** **CONTRACTOR** shall possess and maintain auto liability insurance (Business Auto Coverage Form) for all vehicles used in the provision of services under this Agreement. The minimum amount of auto liability insurance shall be in the amount of **One Million Dollars (\$1,000,000) per accident**.
- (d) **Proof of Coverage of Insurance:** Upon award of bid, **CONTRACTOR** shall furnish the **CCSD** with a Certificate of Insurance and endorsement, which shall contain the following:

"Name as Additional Insured Parties: The Cambria Community Services District, its elected and appointed boards, officers, agents and any subcontractor in the performance of work for the **CCSD**."

Thirty (30) days' prior notice shall be given to the **CCSD** of any reduction in insurance coverage or of insurance cancellation.

- (e) **Hold Harmless Agreement:** **CONTRACTOR** shall indemnify, defend at its cost and with counsel selected by the **CCSD**, and hold harmless the **CCSD** and its officers, officials, employees and agents from and against all losses, claims, demands, payments, suits, actions, recoveries and judgments of every nature and description

brought or recoverable against it or them by reason of any act, error or omission of the **CONTRACTOR**, his agents or employees, in the performance of the work.

EXHIBIT "B"**FIRE HAZARD FUEL REDUCTION PROGRAM**
2016REVISED SCHEDULE

4/28/2016	Declaration of Public Nuisance
4/29/2016	Notices sent to lot owners; Lot cutting starts
6/9/2016	Advertise FHFRP Contract
6/16/2016	Deadline for RFP to be Submitted by 4:00 PM to CCSD Admin Office; Review RFPs Lot Inspections Start
6/23/2016	CCSD Awards Contract
7/22/2016	Abatement Deadline; Final Inspections
7/29/2016	CCSD Contract List for Abatement Completed; Submit Contract List to Clerk for Board Packet
8/3/2016	CCSD Public Hearing/Contract List for Abatement Considered by Board of Directors for Approval
8/4/2016	CCSD Contractor Starts Lot Clearing
9/5/2016	CCSD Contractor Deadline; Final Inspections

EXHIBIT "C"**FIRE DEPARTMENT FIRE HAZARD FUEL REDUCTION PROGRAM
POLICY 2016****SCOPE OF SERVICES**

All parcels that are placed on the Cambria Community Services District annual "Fire Hazard Fuel Reduction Program" shall adhere to the following criteria:

All clearance work must be completed by July 22, 2016. If the parcel does not conform to the requirements as stated in the notice sent to the property owner, **the parcel will go on the CCSD's contract list July 29, 2016.** The CCSD's Contractor will then be directed to abate the parcels on the contract list to the following standards:

- ▶ Limit leaves, needles, twigs, bark, cones, pods, and chips to three inches (3") in depth.
- ▶ Weeds and annual grasses should not exceed four inches (4") in height. Avoid exposing bare soil or creating a situation that would encourage erosion.
- ▶ Remove Scotch/Irish or other broom type plants, Pampas Grass, Jubata Grass and Crocosmia, also known as Fire Weed. Isolated specimens may be left with greater than ten feet (10') separation and all dead materials are removed.
- ▶ All down dead trees, tree rounds or limbs within thirty feet (30') of any structure must be removed. Tree stumps fallen over shall be cut and retain no more than 6 feet (6') of the log within this thirty foot (30') zone.
- ▶ All down trees twelve inches (12") in diameter or greater beyond thirty feet (30') from any structure may remain on the parcel. However, the entire trunk must be completely on the ground. Materials less than twelve inches (12") in diameter shall be cut and removed from the property.
- ▶ Remove ladder vegetation (dead wood) from under trees and shrubs, maintaining six feet (6') of vertical clearance for trees greater than twenty feet (20') in height.
- ▶ Remove combustible construction debris, trash and rubbish from property.
- ▶ Protect seedling pines, oaks and native shrubs by flagging them prior to cutting weeds.

Other Conditions

- ▶ The Contractor shall photograph each parcel with a digital camera (as directed by the CCSD Fire Department) before and after abatement. Pictures shall be taken from the same spot, incorporating the same view. The before and after pictures shall include all flagged vegetation. Pictures shall include the date and the Assessor's Parcel Number (APN) on the picture. The Contractor shall provide a digital photo file in a .jpg format which is compatible with CCSD software (CD, thumb drive, etc.), as well as hard copies of all pictures.

- ▶ All internal combustion powered equipment shall have approved and functional spark arresters on the exhaust.
- ▶ A fire extinguisher (ABC type) of at least five (5) pounds capacity shall be immediately available at the work site. A minimum of two and one half (2½) gallons of water must be available for vegetation fire extinguishment at all times by portable means. Examples are a pressurized water extinguisher, Hudson type pump sprayer or back-pump.
- ▶ All abatement work assigned to the CCSD Contractor shall begin no later than July 29, 2015 and must be completed September 5, 2016.
- ▶ All parcels shall be completely abated as prescribed to the property line, street and adjoining easements.
- ▶ ALL MATERIAL FROM ALL PARCELS SHALL BE HAULED AWAY OR APPROVAL WILL BE DENIED, however tree limbs/rounds should not be removed from the Cambria area due to Pine Pitch Canker control requirements.

DEBRIS SHALL NOT BE DUMPED ON ADJOINING OR UNCLEARED PORTIONS OF LOTS.

ANY EVIDENCE OF ILLEGAL DUMPING WILL BE PROSECUTED TO THE FULLEST EXTENT OF THE LAW.

EXHIBIT "D"**2016 ANNUAL FIRE HAZARD FUEL REDUCTION PROGRAM****CASH DEPOSIT TO SECURE FAITHFUL PERFORMANCE**

This Agreement is to secure the performance of the 2016 FIRE HAZARD FUEL REDUCTION PROGRAM AGREEMENT ("FHFRP Agreement") between _____, ("CONTRACTOR") and the Cambria Community Services Department ("CCSD"). By this Agreement the CONTRACTOR pledges that a Cash Deposit in the amount of Five Thousand Dollars (\$5,000) ("Cash Deposit") shall be made with the CCSD and shall be held by the CCSD in trust for the purpose of guaranteeing the faithful performance by the CONTRACTOR in completing the services under the FHFRP Agreement.

The CCSD will hold said Cash Deposit, determined to be one hundred percent (100%) of the estimated cost of said services, until such time that the CCSD authorizes its release. CONTRACTOR and CCSD acknowledge that the funds will be available for immediate use and no interest will be due CONTRACTOR or owed by the CCSD on the Cash Deposit. The CCSD shall authorize the release of the Cash Deposit that is not otherwise applied or released under this Agreement to the CONTRACTOR after the acceptance of the services described in the FHFRP Agreement.

If the CONTRACTOR fails to complete the improvements pursuant to the FHFRP Agreement, then the CCSD shall submit a signed statement to the CONTRACTOR providing notice that said services have not been completed to the satisfaction of the CCSD and as required by the CONTRACTOR pursuant to the FHFRP Agreement. CONTRACTOR agrees the Cash Deposit shall be released by the CCSD to complete said services. No further notice is required by the CCSD to the CONTRACTOR for the CCSD to use the Cash Deposit to complete the services and no additional permission from the CONTRACTOR will be required for the Cash Deposit to be used for completing the services.

Upon completion of the services in accordance with the FHFRP Agreement, and the acceptance thereof by the CCSD, the Cash Deposit, minus those additional expenses described below, remaining shall be returned to the CONTRACTOR or his assignee. The CCSD shall keep records of the how Cash Deposit was spent to complete the services.

This Agreement may be modified or revoked only with the written consent of both the CONTRACTOR and the CCSD.

The CONTRACTOR acknowledges that the CCSD shall be entitled to recover its costs and reasonable expenses, including reasonable attorneys' fees, incurred in connection with the enforcement of the CONTRACTOR's agreements herein. The undersigned CONTRACTOR agrees to pay all expenses in connection herewith and that any portion of the Cash Deposit not used for completion of the services may be used to reimburse the CCSD for these costs and expenses.

The undersigned hereby agree to all of the above terms and conditions of this Agreement in regards to a Cash Deposit made for the purpose of guaranteeing faithful performance of the services under the FHFRP Agreement.

**CAMBRIA COMMUNITY SERVICES
DISTRICT**

CONTRACTOR

By: _____
Jerry Gruber General Manager

By: _____
Its: _____

EXHIBIT "E"

**CAMBRIA COMMUNITY SERVICES DISTRICT
FIRE HAZARD FUEL REDUCTION PROGRAM - 2016
BID PROPOSAL FORM**

SCHEDULE OF PROPOSED CHARGES:

The bidder shall set forth for each item of work, in clearly legible figures, a unit price for the item in the respective spaces provided for this purpose.

A. Maximum charge for moving equipment onto a lot: \$_____

B. Type of equipment and cost per hour, including operator:

1. Tractor with mower \$_____

2. High wheel mower \$_____

3. Weed-eater \$_____

4. Chainsaw \$_____

5. Other equipment (list with charges): _____

6. Dump and haul fee (charge by cubic yard) \$_____

C. Laborer charge (per person/per hour) \$_____

D. Pictures – before and after \$_____

I, the undersigned, declare that I am authorized to submit a proposal on behalf of the stated business, have carefully examined Exhibits "A," "B," and "C," and hereby propose to do all the work necessary to complete the project in accordance with the provisions, policies and regulations stated in the attached Fire Hazard Fuel Reduction Agreement:

NAME OF PROPOSER: _____

ADDRESS: _____

SIGNATURE OF PROPOSER: _____

TITLE: _____

DATE: _____

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.F.**

FROM: Jerry Gruber, General Manager

Meeting Date: June 23, 2016 Subject: CONSIDERATION OF ADOPTION OF
RESOLUTION 30-2016 AUTHORIZING
THE GENERAL MANAGER TO ENTER
INTO A LEASE AGREEMENT FOR A
NEW TELEPHONE SYSTEM

RECOMMENDATIONS:

Staff recommends that the Board of Directors adopt Resolution 30-2016 authorizing the General Manager to execute a lease agreement (“lease”) for a new telephone system for the CCSD.

FISCAL IMPACT:

The lease is for a 60-month period at a monthly rate of \$715.86 for a total cost, including \$3,436.13 sales tax, of \$46,387.73 during the term of the lease.

DISCUSSION:

The CCSD’s current telephone system is very old and is not an integrated system. The telephones for the Water and Wastewater Departments, and the system used by the Fire Department, are all separate from the telephone system used by the Administrative Office.

Proposals were received from four firms, SpanGo Voice Networks, Utility Telecom, Alcatel-Lucent Enterprise and Gsolutionz. If approved, it is anticipated that the lease will commence on July 1, 2016.

Attachments: Resolution 30-2016 and Exhibit A Lease Agreement

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: __ROBINETTE__ THOMPSON __BAHRINGER__ RICE__ SANDERS__

**RESOLUTION NO. 30-2016
June 23, 2016**

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
AUTHORIZING THE GENERAL MANAGER TO EXECUTE A LEASE
AGREEMENT WITH CIT BANK, N.A AND RELATED DOCUMENTS
FOR A TELEPHONE SYSTEM FROM GSOLUTIONZ**

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

The General Manager is hereby authorized to execute a Lease Agreement in the form hereto attached as Exhibit A and incorporated herein by reference, and other related documents and agreements necessary for a new telephone system from Gsolutionz.

PASSED AND ADOPTED THIS 23rd day of June 2016.

Gail Robinette, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Monique Madrid, District Clerk

Timothy J. Carmel, District Counsel

AUTHORIZED SIGNER'S TITLES**CORPORATION**

- President
- Vice President
- Treasurer
- Controller
- Chief _____ Officer:
 - Executive, Financial, Operating, Information, Accounting, Administrative, Analytics, Brand, Channel, Commercial, Compliance, Communications, Data, Detail, Information, Information Security, Legal, Marketing, Networking, Procurement, Risk, Strategy, Technical, Human Resources
- Director of Finance
- Director of Information Technology
- Administrator (Hospitals and Nursing Homes only)
- Information Technology Manager (Up to \$50,000)
- Director of Purchasing OR Purchasing Manager (Up to \$50,000)
- General Manager (Up to \$50,000)
- Operations Manager (Up to \$50,000)
- Branch Manager (Up to \$50,000)
- Facilities Manager (Up to \$50,000)
- Officer Manager (Up to \$25,000..Acceptable to non-publicly held corporations, professional associations and professional corporations only)

NON-PROFIT

- Refer to CORPORATION
- Executive Director
- Administrator (Up to \$50,000)

PROFESSIONAL CORPORATION/PROFESSIONAL ASSOCIATION

- Refer to CORPORATION

LIMITED LIABILITY CORPORATION/COMPANY

- Member
- Managing Member
- Manager
- First five titled persons named under CORPORATION

GENERAL PARTNERSHIP

- General Partner (may be a legal entity, if so follow those rules as well)

LIMITED PARTNERSHIP

- General Partner (may be a legal entity, if so follow those rules as well)

LIMITED LIABILITY PARTNERSHIP

- General Partner (may be a legal entity, if so follow those rules as well)

SOLE PROPRIETORSHIP

- Owner

CHURCH

- Refer to NON-PROFIT, however, only first five titled persons under CORPORATION
- Pastor

SCHOOL DISTRICTS

- Need school board approval for lease, person authorized on board approval must sign the lease

UNIVERSITIES / COLLEGES**Private**

- Refer to "CORPORATION" (non-profit institutions)
- Chancellor / Vice Chancellor
- Provost / Vice Provost / Associate Provost
- Director/Administrator of Financial Services
- Director/Administrator of Purchasing/Procurement

Public

- May need PO – especially if ordered off a BPA / BOA
- Copy of authorization signed by board or RFP award
- Chancellor / Vice Chancellor
- Provost / Vice Provost / Associate Provost
- Director/Administrator of Financial Services
- Director/Administrator of Purchasing/Procurement

PUBLIC SECTOR

- Need certificate of authority / resolution authorizing transaction
- Fully executed and funded PO will substitute
- Awarded RFP
- Contracting Officer
- Purchasing / Procurement Director or similar title ok for transactions under \$100,000



SLG LEASE AGREEMENT

FINANCIAL SERVICES

TO OUR VALUED CUSTOMER: This Lease has been written in "Plain English". When we use the words *you* and *your* in this Lease, we mean *you, our customer*, which is the Lessee indicated below. When we use the words *we, us* and *our* in this Lease, we mean the *Lessor, CIT BANK, N.A.*. Our address is 10201 Centurion Parkway North, Suite 100 Jacksonville, FL 32256. Phone 800-327-3333

Form AFS-SLGTL-LA-DS 2011.1 Page 1 of 3

CUSTOMER INFORMATION	Lessee Name CAMBRIA COMMUNITY SERVICE DISTRICT	Tax ID #
	Billing Street Address/City/State/Zip 1316 TAMSEN STREET, CAMBRIA, CA 93428	Tax Exempt #
	Equipment Location Street Address/City/County/State/Zip See Attachment A	Lease # 1354690
	Phone No. 805-927-6223	

SUPPLIER INFORMATION	Supplier Name ("Supplier") See Attachment A
-----------------------------	--

EQUIPMENT DESCRIPTION	Make/Model See Attachment A
------------------------------	--------------------------------

END OF LEASE PURCHASE OPTION	Fair Market Value
-------------------------------------	-------------------

TERM AND LEASE PAYMENT	Lease Term (Months)	Lease Payment	Documentation Fee	Plus Applicable Taxes
	60	\$715.86	\$0.00	

You agree to pay at the time you sign this Lease: **0 Mos. (\$0.00)** Total Advance Lease payment. If more than one Lease Payment is required in advance, the additional amount will be applied at the end of the original term.

INSURANCE AND TAXES You are required to provide and maintain insurance related to the Equipment, and to pay any property, use and other taxes related to this Lease or the Equipment. (See Sections 6 and 8 on Page 2 of this Lease). If you are tax-exempt, you agree to furnish us with satisfactory evidence of your exemption.

TERMS AND CONDITIONS 1. LEASE; DELIVERY AND ACCEPTANCE. You agree to lease the equipment, maintenance and services described above and in any purchase, maintenance, services or supply contract (collectively, "Supply Contract") associated with this lease agreement ("Lease") (collectively, "Equipment") on the terms and conditions shown on both pages of this Lease. If you have entered into a Supply Contract with any Supplier, you assign to us your rights under such Supply Contract, but none of your obligations (other than the obligation to pay for the Equipment if it is accepted by you as stated below and you timely deliver to us such documents and assurances as we request). If you have not entered into a Supply Contract, you authorize us to enter into a Supply Contract on your behalf. You will arrange for the delivery of the Equipment to you. When you receive the Equipment, you agree to inspect it to determine if it is in good working order. This Lease will begin on the date that you sign a Delivery and Acceptance Certificate and will continue for the number of months specified in this Lease unless renewed as set forth in this Lease or earlier terminated as set forth in Section 3 of this Lease. The Equipment will be deemed irrevocably accepted by you upon: (a) the delivery to us of a signed Delivery and Acceptance Certificate (if requested by us); or (b) 10 days after delivery of the Equipment to you if previously you have not given written notice to us of your non-acceptance. (NOTE: Terms and Conditions continue on the following pages.)

By signing this lease: (i) you acknowledge that you have read and understand all of the terms and conditions of this lease, which is documented on our Form AFS-SLGTL-LA-DS 2011.1, (ii) you agree that if a copy of this lease is signed by you and the front of the copy is delivered to us by facsimile transmission or otherwise, to the extent any provisions are missing or illegible or changed (and not initialed by both you and us), the terms and conditions of our Form AFS-SLGTL-LA-DS 2011.1 in use on the date we receive the copy signed by you will be the terms and conditions of the lease, (iii) you agree that this lease is a net lease that you cannot terminate or cancel except as specifically provided herein, you have an unconditional obligation to make all payments due under this lease, and you cannot withhold, setoff or reduce such payments for any reason, (iv) you agree that you will use the equipment only for governmental purposes, (v) you warrant that the person signing this lease for you has the authority to do so, (vi) you confirm that you decided to enter into this lease rather than purchase the equipment for the lower total cash price, and (vii) you agree that this lease and any claims, controversies, disputes or causes of action (whether in contract, tort or otherwise) shall be governed, construed, and enforced in accordance with federal law and the laws of the state of New York (without regard to the conflict of laws principles of such state). You consent to the jurisdiction of any court located within that state and waive any objection relating to improper venue or forum non conveniens. **BOTH PARTIES EXPRESSLY WAIVE ANY RIGHT TO A TRIAL BY JURY. Should the above jury trial waiver be found unenforceable, then, upon the written request of any party, any dispute, including any and all questions of law or fact relating thereto, shall be determined exclusively by a judicial reference proceeding in accordance with Cal. Civ. Proc. Code § 638 et seq. or the applicable state's equivalent state law. The parties shall select a retired state or federal judge as the referee. The referee shall report a statement of decision to the Court.**

IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT: To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify, and record information that identifies each person who opens an account. What this means for you: When you open an account, we will ask for (i) if you are a legal entity, your name, address, and other information that will allow us to identify you; (ii) if you are an individual, your name, address and date of birth. We may also ask to see your driver's license or other identifying documents.

CAMBRIA COMMUNITY SERVICE DISTRICT

Lessee

X

Authorized Signature

Print Name & Title

Date

CIT BANK, N.A.

Lessor

X

Authorized Signature

Print Name & Title

Date

CERTIFICATION

I, _____ (Certifier), a resident of _____ (City), in the State of _____ (State), DO HEREBY CERTIFY that I am the duly elected or appointed and acting _____ (Certifier's Title) of the Lessee identified above, which is in the State or a political subdivision or agency, duly organized and existing under the laws of the State of _____ (State); and that I have custody of the records of Lessee; as of the date set forth below the individual named and executing above on behalf of the Lessee, _____ (Name of Authorized Signatory of Lessee), is the _____ (Title) of Lessee and is duly authorized to execute and deliver the Lease (including any addendum) and all related documents, in the name and on behalf of Lessee; and that signature of such individual is his/her authentic signature.

IN WITNESS WHEREOF, I have hereto set my hands and affixed the seal of Lessee this _____ day of _____, _____.

Certifier's Signature

--SEAL--

1. (Continued) Your first Lease Payment is due 30 days after commencement of this Lease, unless payment in advance is indicated in Additional Provisions above, and your remaining Lease Payments shall be due on the same day of each subsequent month (or such other time period stated on Page 1 of this Lease) designated by you. You will make all payments required under this Lease to us at such address as we may specify in writing. You authorize us to adjust the Lease Payment if the Total Cash Price (which is all amounts we have paid in connection with the purchase, delivery and installation of the Equipment, including any upgrade and buyout amounts) differs from the estimated Total Cash Price specified by you (or on your behalf by the Supplier) in the credit application submitted to us. However, if the Total Cash Price exceeds the amount approved by us, we will not be obligated to purchase or lease the Equipment. If any Lease Payment or other amount payable to us is not paid within 10 days of its due date, you will pay us a late charge equal to the greater of (i) 5% of each late payment or (ii) \$5.00 for each late payment (or such lesser amount as is the maximum amount allowable under applicable law).
2. **FUNDING INTENT.** You reasonably believe that funds can be obtained sufficient to make all Lease Payments and other payments during the term of this Lease. You agree that your chief executive or administrative officer (or your administrative officer that has the responsibility of preparing the budget submitted to your governing body, as applicable) will provide for funding for such payments in your annual budget request submitted to your governing body. If your governing body chooses not to appropriate funds for such payments, you agree that your governing body will evidence such nonappropriation by omitting funds for such payments due during the applicable fiscal period from the budget that it adopts. You and we agree that your obligation to make Lease Payments under this Lease will be your current expense and will not be interpreted to be a debt in violation of applicable law or constitutional limitations or requirements. Nothing contained in this Lease will be interpreted as a pledge of your general tax revenues, funds or monies.
3. **NONAPPROPRIATION OF FUNDS.** If (a) sufficient funds are not appropriated and budgeted by your governing body in any fiscal period for Lease Payments or other payments due under this Lease, and (b) you have exhausted all funds legally available for such payments, then you agree that you will give us at least 30 days written notice of such Non-Appropriation and provide us with evidence from your governing body of such Non-Appropriation. After receipt of such notice and this Lease will terminate as of the last day of your fiscal period for which funds for Lease Payments are available. Such termination is without any expense or penalty, except for the portions of the Lease Payments and those expenses associated with your return of the Equipment in accordance with this Lease for which funds have been budgeted and appropriated or are otherwise legally available. You agree that, to the extent permitted by law, (a) you will not terminate this Lease if any funds are appropriated by you or to you for the acquisition or use of equipment or services performing functions similar to the Equipment during your fiscal period in which such termination would occur and (b) you will not spend or commit funds for the acquisition or use of equipment or services performing functions similar to the Equipment until the fiscal period following the fiscal period for which funds were first not available for the Lease Payments.
4. **NO WARRANTIES.** We are leasing the Equipment to you "AS-IS." YOU ACKNOWLEDGE THAT WE DO NOT MANUFACTURE THE EQUIPMENT, WE DO NOT REPRESENT THE MANUFACTURER OR THE SUPPLIER, AND YOU HAVE SELECTED THE EQUIPMENT AND THE SUPPLIER BASED UPON YOUR OWN JUDGMENT. WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR OTHERWISE. YOU AGREE THAT REGARDLESS OF CAUSE, WE ARE NOT RESPONSIBLE FOR AND YOU WILL NOT ASSERT ANY CLAIM AGAINST US FOR ANY DAMAGES, WHETHER CONSEQUENTIAL, DIRECT, SPECIAL, OR INDIRECT. YOU AGREE THAT NEITHER THE SUPPLIER NOR ANY SALESPERSON, EMPLOYEE OR AGENT OF THE SUPPLIER IS OUR AGENT OR HAS ANY AUTHORITY TO SPEAK FOR US OR TO BIND US IN ANY WAY. We transfer to you for the term of this Lease any warranties made by the manufacturer or the Supplier under a Supply Contract.
5. **EQUIPMENT LOCATION; USE AND REPAIR; RETURN.** You will keep and use the Equipment only at the Equipment Location shown on Page 1 of this Lease. You may not move the Equipment without our prior written consent. At your own cost and expense, you will keep the Equipment eligible for any manufacturer's certification, in compliance with all applicable laws and in good repair, condition and working order, except for ordinary wear and tear. You will not make any alterations, additions or replacements to the Equipment without our prior written consent. All alterations, additions and replacements will become part of the Equipment and our property at no cost or expense to us. We may inspect the Equipment at any reasonable time. Unless this Lease is renewed or you purchase the Equipment in accordance with this Lease, at the end of this Lease you will immediately deliver the Equipment to us in as good condition as when you received it, except for ordinary wear and tear, to any place in the United States that we tell you. You will pay all expenses of deinstalling, crating and shipping, and you will insure the Equipment for its full replacement value during shipping.
6. **TAXES AND FEES.** You will pay when due, either directly or to us upon our demand, all taxes, fines and penalties relating to this Lease or the Equipment that are now or in the future assessed or levied by any state, local or other government authority. We will file all personal property, use or other tax returns (unless we notify you otherwise in writing) and you agree to pay us a fee for making such filings. We do not have to contest any taxes, fines or penalties. You will pay estimated property taxes with each Lease Payment or annually, as invoiced.
7. **LOSS OR DAMAGE.** As between you and us, you are responsible for any loss, theft or destruction of, or damage to, the Equipment (collectively "Loss") from any cause at all, whether or not insured, until it is delivered to us at the end of this Lease. You are required to make all Lease Payments even if there is a Loss. You must notify us in writing immediately of any Loss. Then, at our option, you will either (a) repair the Equipment so that it is in good condition and working order, eligible for any manufacturer's certification, or (b) pay us the amounts specified in Section 11(b) below.
8. **INSURANCE.** You will provide and maintain at your expense (a) property insurance against the loss, theft or destruction of, or damage to, the Equipment for its full replacement value, naming us as loss payee, and (b) public liability and third party property insurance, naming us as an additional insured. If you so request and if we give our prior written consent, in lieu of maintaining the insurance described in the preceding sentence, you may self insure against such risks, provided that our interests are protected to the same extent as if the insurance required in clauses (a) and (b) above had been obtained by third party insurance carriers and provided further that such self insurance program is consistent with prudent business practices with respect to insuring such risk. You will give us certificates or other evidence of such insurance on the commencement date of this Lease, and at such times as we request. Such insurance obtained will be in a form, amount and with companies acceptable to us, and will provide that we will be given 30 days' advance notice of any cancellation or material change of such insurance.
9. **TITLE; RECORDING.** Unless you have been granted a \$1.00 purchase option, we are the owner of and will hold title to the Equipment. You will keep the Equipment free of all liens and encumbrances. You agree that if you have not been granted a \$1.00 purchase option, this transaction is a true lease. You hereby authorize us or our agent to file a financing statement to give public notice of our ownership of the Equipment and other property (including without limitation, our interests in all software). However, if this transaction is deemed to be a lease intended for security, you grant us a security interest in the Equipment (including any replacements, substitutions, additions, attachments, receivables and proceeds) and authorize us or our agent to file a financing statement or any other documents we deem necessary to perfect or protect our interest in the Equipment and other property.
10. **DEFAULT.** Each of the following is a "Default" under this Lease: (a) you fail to pay any Lease Payment or any other payment within 10 days of its due date, (b) you do not perform any of your other obligations under this Lease or in any other agreement with us or with any of our affiliates and this failure continues for 10 days after we have notified you of it, (c) you become insolvent, you dissolve or are dissolved, or you assign your assets for the benefit of your creditors, or enter (voluntarily or involuntarily) any bankruptcy or reorganization proceeding; or (d) any representation or warranty made by you hereunder or in any instrument provided to us by you proves to be incorrect in any material respect when made.
11. **REMEDIES.** If a Default occurs, we may do one or more of the following: (a) we may cancel or terminate this Lease or any or all other agreements that we have entered into with you or withdraw any offer of credit; (b) we may require you to immediately pay us, as compensation for loss of our bargain and not as a penalty, a sum equal to (i) the present value of all unpaid Lease Payments for the remainder of the term plus the present value of our anticipated residual interest in the Equipment, each discounted at 5% per year, compounded monthly, plus (ii) all other amounts due or that become due under this Lease; (c) we may require you to deliver the Equipment to us as set forth in Section 5; (d) we or our agent may peacefully repossess the Equipment without court order and you will not make any claims against us for damages or trespass or any other reason; (e) we may obtain a refund from the Supplier for any prepaid maintenance or services and apply it to any amounts that you owe us; and (f) we may exercise any other right or remedy available at law or in equity. You agree to pay all of our costs of enforcing our rights against you, including reasonable attorneys' fees. If we take possession of the Equipment, we may sell or otherwise dispose of it with or without notice, at a public or private sale, and apply the net proceeds (after we have deducted all costs related to the sale or disposition of the Equipment) to the amounts that you owe us. You agree that if notice of sale is required by law to be given, 10 days' notice will constitute reasonable notice. You will remain responsible for any amounts that are due after we have applied such net proceeds.
12. **FINANCE LEASE STATUS.** You agree that if Article 2A-Leases of the Uniform Commercial Code applies to this Lease, this Lease will be considered a "finance lease" as that term is defined in Article 2A. By signing this Lease, you agree that either (a) you have reviewed, approved, and received, a copy of the Supply Contract or (b) that we have informed you of the identity of the Supplier, that you may have rights under the Supply Contract, and that you may contact the Supplier for a description of those rights. TO THE EXTENT PERMITTED BY APPLICABLE LAW, YOU WAIVE ANY AND ALL RIGHTS AND REMEDIES CONFERRED UPON A LESSEE BY ARTICLE 2A.
13. **ASSIGNMENT. YOU MAY NOT ASSIGN, SELL, TRANSFER OR SUBLEASE THE EQUIPMENT OR YOUR INTEREST IN THIS LEASE.** We may, without notifying you, sell, assign, or transfer this Lease or our rights in the Equipment. You agree that the new owner will have the same rights and benefits that we have now under this Lease but not our obligations. The rights of the new owner will not be subject to any claim, defense or setoff that you may have against us.
14. **PURCHASE OPTION; AUTOMATIC RENEWAL.** If no Default exists under this Lease, you will have the option at the end of the original or any renewal term to purchase all (but not less than all) of the Equipment at the purchase option price specified on the front of this Lease plus applicable taxes. Unless the \$1.00 purchase option has been granted, you must give us at least 90 days but no more than 180 days written notice before the end of the original or any renewal term that you will purchase the Equipment or that you will deliver the Equipment to us. If you do not give us such written notice or if you do not purchase or deliver the Equipment in accordance with the terms and conditions of this Lease, this Lease will automatically renew for successive three-month terms until you deliver the Equipment to us. During such renewal(s) the Lease Payment will remain the same. We may cancel an automatic renewal term by sending you written notice 10 days' prior to such renewal term. If you have been granted a fair market value purchase option, we will use our reasonable judgment to determine the Equipment's fair market value. If you do not agree with our determination of the Equipment's fair market value, the fair market value (on a retail basis) will be determined at your expense by an independent appraiser selected by us. Upon payment of the fair market value, we will transfer our interest in the Equipment to you "AS-IS, WHERE-IS" without any representation or warranty whatsoever and this Lease will terminate.
15. **INDEMNIFICATION.** With respect to any claims, actions, or suits that are made against us as a result of your actions, inactions, negligence or willful misconduct ("Claims"), to the extent permitted by law, you agree to reimburse us for, and if we request, defend us against, any such Claims.
16. **AUTHORIZATION AND EQUIPMENT USE.** You represent and agree that: (a) you are a State or a political subdivision or agency of a State; (b) the entering into and performance of this Lease is authorized under your State laws and constitution and does not violate or contradict any judgment, law, order, or regulation, or cause any default under any agreement to which you are a party; (c) you have complied with all bidding requirements and, where necessary, have properly presented this Lease for approval and adoption as a valid obligation on your part; (d) you have sufficient appropriated funds or other monies available from unexhausted and unencumbered appropriations and/or funds within your budget to pay all amounts due under this Lease for your current fiscal period and that such appropriations and/or funds have been designated for the payment of the Lease Payments that may come due under this Lease for your current fiscal period; (e) the use of the Equipment is essential for your proper, efficient and economic operation, you will be the only entity to use the Equipment during the term of this Lease and you will use the Equipment only for your governmental purposes. Upon our request, you agree to provide us with an opinion of counsel as to clauses (a) through (d) above, an incumbency certificate, an essential use letter as to clause (e) above, and any other documents that we request, with all such documents being in a form satisfactory to us.
17. **MISCELLANEOUS.** You agree that the terms and conditions contained in this Lease make up the entire agreement between you and us regarding the lease of the Equipment. This Lease is not binding on us until we sign it. Any change in any of the terms and conditions of this Lease must be in writing and signed by you and us. You agree, however, that we are authorized, without notice to you, to supply missing information or correct obvious errors in this Lease. If we delay or fail to enforce any of our rights under this Lease, we will still be entitled to enforce those rights at a later time. All notices shall be given in writing by the party sending the notice and shall be effective when deposited in the U.S. Mail, addressed to the party receiving the notice at its address shown on Page 1 of this Lease (or to any other address specified by that party in writing) with first class postage prepaid. All of our rights and indemnities will survive the termination of this Lease. It is the express intent of the parties not to violate any applicable usury laws or to exceed the maximum amount of time price differential or interest, as applicable, permitted to be charged or collected by applicable law, and any such excess payment will be applied to Lease Payments in inverse order of maturity, and any remaining excess will be refunded to you. If you do not perform any of your obligations under this Lease, we have the right, but not the obligation, to take any action or pay any amounts that we believe are necessary to protect our interests. You agree to reimburse us immediately upon our demand for any such amounts that we pay. Except as provided for in Section 3, you will not terminate, cancel, or request a refund from the Supplier for any prepaid maintenance or services included in this Lease and if you do receive a refund from the Supplier, you will hold those monies in trust for our benefit and not commingle the refund with any of your other funds and you will remit the refund to us upon our request. IF A SIGNED COPY OF THIS LEASE IS DELIVERED TO US BY FACSIMILE TRANSMISSION, IT WILL BE BINDING ON YOU. HOWEVER, WE WILL NOT BE BOUND BY THIS LEASE UNTIL WE ACCEPT IT BY MANUALLY SIGNING IT OR BY PURCHASING THE EQUIPMENT SUBJECT TO THE LEASE, WHICHEVER OCCURS FIRST. YOU WAIVE NOTICE OF OUR ACCEPTANCE AND WAIVE YOUR RIGHT TO RECEIVE A COPY OF THE ACCEPTED LEASE. YOU AGREE THAT, NOTWITHSTANDING ANY RULE OF EVIDENCE TO THE CONTRARY, IN ANY HEARING, TRIAL OR PROCEEDING OF ANY KIND WITH RESPECT TO THIS LEASE, WE MAY PRODUCE A COPY OF THE LEASE TRANSMITTED TO US BY FACSIMILE TRANSMISSION THAT HAS BEEN MANUALLY SIGNED BY US AND SUCH SIGNED COPY SHALL BE DEEMED TO BE THE ORIGINAL OF THIS LEASE. TO THE EXTENT (IF ANY) THAT THIS LEASE CONSTITUTES CHATTEL PAPER UNDER THE UNIFORM COMMERCIAL CODE, NO SECURITY INTEREST IN THIS LEASE MAY BE CREATED THROUGH THE TRANSFER AND POSSESSION OF ANY COPY OR COUNTERPART HEREOF EXCEPT THE COPY WITH OUR ORIGINAL SIGNATURE. IF YOU DELIVER THIS LEASE TO US BY FACSIMILE TRANSMISSION, YOU ACKNOWLEDGE THAT WE ARE RELYING ON YOUR REPRESENTATION THAT THIS LEASE HAS NOT BEEN CHANGED. If more than one Lessee has signed this Lease, each of you agree that your liability is joint and several.

SLG LEASE AGREEMENT - Attachment A

LESSEE: CAMBRIA COMMUNITY SERVICE DISTRICT	LESSOR: CIT BANK, N.A.
Street Address: 1316 TAMSEN STREET	Address: 10201 Centurion Parkway North, Suite 100 Jacksonville, FL 32256
City, State, Zip: CAMBRIA, CA 93428	Lease Number: 1354690

EQUIPMENT:

Supplier / Equipment Description / Equipment Location
1. GSOLUTIONZ INC. / 1 AVAYA / IP office // 1316 TAMSEN STREET, CAMBRIA, SAN LUIS OBISPO, CA 93428
2. GSOLUTIONZ INC. / 1 AVAYA / IP Office 500 // 2850 BURTON DRIVE, CAMBRIA, SAN LUIS OBISPO, CA 93428
3. GSOLUTIONZ INC. / 1 AVAYA / IP Office 500 // 5500 HEATH LANE, CAMBRIA, SAN LUIS OBISPO, CA 93428



DELIVERY AND ACCEPTANCE
CERTIFICATE

FINANCIAL SERVICES

CUSTOMER
INFORMATION

Lessee Name

CAMBRIA COMMUNITY SERVICE DISTRICT

Billing Street Address/City/State/Zip

1316 TAMSEN STREET, CAMBRIA, CA 93428

Equipment Location Street Address/City/County/State/Zip

See Attachment A

Lease #

1354690

By signing below, you, the Lessee, agree:

- A) That all equipment described in the lease identified above ("Equipment") has been delivered, inspected, installed and is unconditionally and irrevocably accepted by you as satisfactory for all purposes of the lease; and
- B) That we, the Lessor, CIT BANK, N.A., are authorized to purchase the Equipment and start billing you under the lease. Our address is 10201 Centurion Parkway North, Suite 100, Jacksonville, FL 32256.

YOU AGREE THAT IF A COPY OF THIS DELIVERY AND ACCEPTANCE CERTIFICATE IS SIGNED BY YOU AND IS DELIVERED TO US BY FACSIMILE TRANSMISSION OR OTHERWISE IT WILL BE BINDING ON YOU AND, TO THE EXTENT ANY PROVISIONS ARE MISSING OR ILLEGIBLE OR CHANGED (AND NOT INITIALED BY BOTH YOU AND US), THE TERMS AND CONDITIONS OF OUR FORM AFS-DAC-DS-2011.1 IN USE ON THE DATE WE RECEIVE THE COPY SIGNED BY YOU WILL BE THE TERMS AND CONDITIONS OF THE DELIVERY AND ACCEPTANCE CERTIFICATE. YOU AGREE THAT, NOTWITHSTANDING ANY RULE OF EVIDENCE TO THE CONTRARY, IN ANY HEARING, TRIAL OR PROCEEDING OF ANY KIND WITH RESPECT TO THIS DELIVERY AND ACCEPTANCE CERTIFICATE, WE MAY PRODUCE A COPY OF THE DELIVERY AND ACCEPTANCE CERTIFICATE TRANSMITTED TO US BY FACSIMILE TRANSMISSION AND SUCH SIGNED COPY SHALL BE DEEMED TO BE THE ORIGINAL OF THIS DELIVERY AND ACCEPTANCE CERTIFICATE. IF YOU DELIVER THIS DELIVERY AND ACCEPTANCE CERTIFICATE TO US BY FACSIMILE TRANSMISSION, YOU ACKNOWLEDGE THAT WE ARE RELYING ON YOUR REPRESENTATION THAT THIS DELIVERY AND ACCEPTANCE HAS NOT BEEN CHANGED.

LESSEE: CAMBRIA COMMUNITY SERVICE DISTRICT

By:

(Authorized Signature)

(Type/Print Name)

(Title)

(Date)

DELIVERY AND ACCEPTANCE CERTIFICATE - Attachment A

LESSEE: CAMBRIA COMMUNITY SERVICE DISTRICT	LESSOR: CIT BANK, N.A.
Street Address: 1316 TAMSEN STREET	Address: 10201 Centurion Parkway North, Suite 100 Jacksonville, FL 32256
City, State, Zip: CAMBRIA, CA 93428	Lease Number: 1354690

EQUIPMENT:

Seller / Equipment Description / Equipment Location
1. GSOLUTIONZ INC. / 1 AVAYA / IP office // 1316 TAMSEN STREET, CAMBRIA, SAN LUIS OBISPO, CA 93428
2. GSOLUTIONZ INC. / 1 AVAYA / IP Office 500 // 2850 BURTON DRIVE, CAMBRIA, SAN LUIS OBISPO, CA 93428
3. GSOLUTIONZ INC. / 1 AVAYA / IP Office 500 // 5500 HEATH LANE, CAMBRIA, SAN LUIS OBISPO, CA 93428

Exhibit A to Resolution 30-2016 Phone Lease Agreement
CERTIFICATE OF APPROPRIATIONS
STATE AND LOCAL GOVERNMENT

I, _____ do hereby certify that I am the
(Name)
duly elected or appointed and acting _____ of
(Title)

CAMBRIA COMMUNITY SERVICE DISTRICT ("Lessee"); that I have custody of the financial records and budget information of such entity; that monies for all lease payments to be made under that certain SLG Lease Agreement or SLG Lease Purchase Agreement identified by Lease Number 1354690 between Lessee and CIT Bank, N.A. or one of its affiliates or subsidiaries as lessor ("Agreement"), for the fiscal year ending _____, 20_____, are available from unexhausted and unencumbered appropriations and/or funds within Lessee's budget for such fiscal year; and that appropriations and/or funds have been designated for the payment of those lease payments that may come due under the Agreement in such fiscal year.

IN WITNESS WHEREOF, I have duly executed this Certificate of Appropriations this ____
_____ day of _____, 20____.

Signature

Print Name & Title

The undersigned official of Lessee hereby certifies that the signature set forth above is the true and authentic signature of the individual identified above and that such individual holds the title set forth above.

Signature

Print Name & Title

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.G.**

FROM: Jerry Gruber, General Manager

Meeting Date: June 23, 2016 Subject: CONSIDERATION TO AUTHORIZE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CAMBRIA COMMUNITY SERVICES DISTRICT AND THE FRIENDS OF THE FISCALINI RANCH PRESERVE REGARDING DONATION TUBES AT THE FISCALINI RANCH PRESERVE

RECOMMENDED ACTION:

Staff recommends that the Board of Directors authorize the execution of the attached Memorandum of Understanding (MOU) between the Cambria Community Services District and the Friends of the Fiscalini Ranch Preserve (FFRP) regarding donation tubes at the Fiscalini Ranch Preserve (the "Ranch").

FISCAL IMPACT:

All funds raised will be used for the upkeep and maintenance of the Fiscalini Ranch Preserve.

DISCUSSION:

The FFRP is a nonprofit organization whose mission is to protect and maintain the Ranch. In order to raise funds to further its purposes, FFRP desires to enter into the attached MOU so that they can install donation tubes at the Ranch to seek donations.

The MOU will provide for the placement of two secure donation tubes at either end of the Bluff Trail. Each tube will have a small sign, asking for donations. The MOU contains other provisions relating to coordinating the FFRP's activities under the MOU with the CCSD, and further provides that no merchandise will be sold on the Ranch. The MOU allows the CCSD to review FFRP records relating to their performance of the MOU, along with an annual audit of all funds raised pursuant to the MOU. All funds raised will be used for the upkeep and maintenance of the Ranch. Either party may terminate the MOU upon 30 days written notice.

Attachments: Memorandum of Understanding Regarding Donation Tubes on the Fiscalini Ranch Preserve.

BOARD ACTION: Date Approved: Denied:

UNANIMOUS: ___ROBINETTE___ THOMPSON ___BAHRINGER___ RICE___ SANDERS___

MEMORANDUM OF UNDERSTANDING
BETWEEN THE CAMBRIA COMMUNITY SERVICES DISTRICT
AND FRIENDS OF THE FISCALINI RANCH PRESERVE
REGARDING DONATION TUBES ON THE FISCALINI RANCH PRESERVE

This Memorandum of Understanding (“MOU”) is made and entered into this _____ day of _____ 2016 by and between the Cambria Community Services District (“CCSD”) and Friends of the Fiscalini Ranch Preserve (“FFRP”).

RECITALS

WHEREAS, FFRP is a 501(c)3 Nonprofit organization whose mission is to protect and maintain the Fiscalini Ranch Preserve and FFRP is committed to the on-going restoration and protection of the habitat, natural and cultural features of the Ranch while maintaining its historic public access; and

WHEREAS, in order to raise funds to further its purposes, FFRP desires to install donation tubes at each end of the Bluff Trail on the Fiscalini Ranch Preserve and desires to enter into this MOU with the CCSD to set forth the manner in which such fundraising activity may take place.

NOW, THEREFORE, in consideration of the mutual covenants herein made, the parties understand and agree as follows:

FUNDRAISING ACTIVITIES ON THE RANCH

1. Fundraising activities under this MOU will consist solely of placement of two secure donation tubes at either end of the Bluff Trail for receiving donations from the public.
2. Each tube will have a small sign asking for donations to the Fiscalini Ranch Preserve.
3. FFRP agrees to maintain a close relationship with the CCSD on all matters pertaining to activities authorized under this MOU.
4. FFRP agrees to meet at least annually to coordinate with CCSD on activities related to the implementation of this MOU and review compliance with terms of this MOU.
5. FFRP will seek necessary approvals of CCSD for any planned activities.
6. FFRP will not sell merchandise on the Fiscalini Ranch Preserve.
7. CCSD agrees to provide the venue and support for special events.
8. A CCSD Representative will have the right to review FFRP records pertaining to the performance of this MOU.

9. FFRP shall have an audit performed annually related to the funds collected pursuant to this MOU.

10. All funds will be used for the upkeep and maintenance of the Fiscalini Ranch Preserve.

11. Either party may terminate this Memorandum of Understanding at any time upon giving 30 days notice in writing to the other party.

Executed at Cambria, California, on the date and year first appearing above.

Cambria Community Services District

Friends of the Fiscalini Ranch Preserve

By: _____

By: _____

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.H.**

FROM: Robert Gresens, District Engineer

Meeting Date: June 23, 2016

Subject: CONSIDERATION TO APPROVE
PROFESSIONAL SERVICES
AGREEMENT WITH CAROLLO
ENGINEERS FOR DESIGN AND
CONSTRUCTION PERIOD
ENGINEERING SUPPORT SERVICES
FOR THE WASTEWATER
TREATMENT PLANT INFLUENT
SCREEN PROJECT AND AUTHORIZE
THE GENERAL MANAGER TO
EXECUTE SAME

RECOMMENDATION:

Staff recommends that the CCSD Board of Directors approve a Professional Services Agreement with Carollo Engineers for engineering design and construction period engineering support services for installation of an influent screen at the Wastewater Treatment Plant (WWTP), for a not to exceed amount of \$54,000, and authorize the General Manager to execute same.

FISCAL IMPACT:

The fiscal impact for this Professional Services Agreement is \$54,000, which is subject to being funded from a CCSD Board-approved FY 2016/2017 Wastewater Department Budget.

DISCUSSION:

The CCSD Wastewater Department, under the direction of the District Engineer, retained Carollo Engineers to complete a comprehensive evaluation of the WWTP during 2014. The recommendations from this evaluation included installation of an influent screen prior to the WWTP's grit removal tanks. Installing screening equipment at the head of the WWTP is critical to prevent the fouling of downstream pipes, valves, pumps, aeration diffusers, clarifier collector flights, tanks and basins. Because of its vital role in protecting plant equipment and maintaining stable operations, the influent screen was deemed to be a top priority need. During 2015, competitive bids were received for the influent screening equipment, which was awarded to Or-Tec Incorporated at the June 25, 2015 Board Meeting. This purchase was subsequently placed on hold during late 2015 to allow time for receipt of a Proposition 84 grant payment, which has subsequently been received. Since this time, Or-Tec has indicated they will honor their earlier awarded bid, in the amount of \$67,200.

To support design of a platform for the new influent screen, as well as ancillary systems, such as piping, electrical, and instrumentation, staff is recommending that the Board approve a Professional Services Agreement with Carollo Engineers. The agreement will include a soil boring and soil report to support structural design, engineering design services, as well as construction period assistance (e.g., review of equipment submittals, as well as responding to requests for information and clarification that may come from the contractor installing the platform and equipment.) and will be prepared by District Counsel. The cost for these services will be \$54,000, as further set forth in the Carollo proposal, which is included as an attachment. Staff is further recommending that the installation work be informally bid by obtaining no less

than three bids from qualified contractors pursuant to Ordinance 04-2013 that established informal bidding procedures under the Uniform Public Construction Cost Accounting Act. Once bids are received, a recommendation will be made to the Board regarding awarding a contract for installation of the WWTP influent screen.

Since staff is extremely busy with multiple projects and lacks the time and resources to design such a project, Carollo Engineers will complete all aspects of the project's design, including the preliminary soil boring work. The new influent screen will be installed within the existing WWTP on a supporting platform adjacent to the northern side of the existing grit removal tank. The stairway and platform system currently in use for access to the existing grit removal tank will be connected onto and extended over to the adjacent screening equipment platform. CCSD District Engineer Bob Gresens will manage the Carollo Engineers agreement and equipment installation contracts.

Attachments:

- Carollo Engineers Proposal

 BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: __ROBINETTE__ THOMPSON __BAHRINGER__ RICE __SANDERS__



May 10, 2016

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

Subject: Headworks Screening Structure Design Scope and Fee

Dear Mr. Gresens:

Thank you for inviting Carollo Engineers, Inc. (Carollo) to provide the Cambria Community Services District (CCSD) with this proposal to design the above project for you.

New Headworks Screening Structure

The CCSD and Carollo completed a 10 Percent Design Report in April 2015. This report identified a number of critical improvements that are needed at the wastewater treatment plant (WWTP). One of the highest priority improvements identified was the installation of a new headworks screen to remove rags and other deleterious material that can travel throughout the WWTP and cause major maintenance issues and wear on existing diffusers and mechanical equipment. In response to the 10 Percent Design Report, the CCSD solicited proposals for pre-purchase of a new headworks screen. The purchase authorization was taken to the Community Services District Board by staff in June 25, 2015, but because of budgetary constraints, the screen was not purchased. The CCSD is now looking to purchase the Or-Tec screen that was recommended by staff, and is working to procure the design services necessary to install the screen.

The following includes Carollo's scope and associated fee for design of the ancillary improvements necessary to install the headworks screen.

Task 1.0 - Project Management/Meetings/Site Visits

Meetings

The project meetings shall consist of the following:

Project Kick-off Meeting Conference Call - Carollo shall facilitate a one-hour conference call to discuss the project background, scope, key project objectives, schedule, and deliverables.

The meeting shall be held as conference calls unless a face-to-face meeting is deemed necessary.

Site Visits

Carollo shall conduct at least one (1) site visit to collect the information required to complete the work.

Mr. Bob Gresens
Cambria Community Services District
May 10, 2016
Page 2

Task 2.0 – Geotechnical Investigation and Analysis

Based on a review of the existing geotechnical information (Boyle, April 1978), it was determined that additional geotechnical investigation and analysis is needed for design of the new headworks structure. The geotechnical work for this project shall consist of the following components:

- Review of existing documents;
- Site visit;
- Clearing utilities by contacting Underground Services Alert and working with CCSD staff;
- Performing field exploration consisting of drilling one boring to a depth of approximately fifty (50) feet;
- Laboratory testing;
- Summarizing the data collected; and
- Performing geotechnical analysis as a basis for preparing the report for the design of the project.

The report will discuss the findings, conclusions, and recommendations to mitigate adverse geotechnical conditions and design of the structure. The report will include field and laboratory data collected, geologic setting information, and a boring log. The report will also provide recommendations for grading, over excavation and compaction, foundation type, and foundation design for the structure.

Task 3.0 - Drawings and Specifications

Drawings

Carollo estimates approximately eleven (11) drawings will be needed to adequately present the work so the CCSD can bid and construct the project.

Specifications

Carollo shall prepare only Technical Specification Divisions 1 through 17, as required. The CCSD will provide any Division 0 (General Conditions) specifications.

Deliverables

Carollo shall provide the following deliverables:

- Bid Document Submittal - Carollo shall submit 100% complete contract documents for use in bidding the project. The submittal shall consist of electronic file copies of the

Mr. Bob Gresens
Cambria Community Services District
May 10, 2016
Page 3

technical specifications and drawings in PDF format ready for printing and reproduction by the CCSD.

Task 4.0 - Engineering Services during Construction

Task 4.1 - Submittal Review

Carollo shall directly receive and log submittals, shop drawings, and samples provided by the Contractor. Carollo shall screen all submittals for form and general content conforming to that specified in the Contract Documents prior to transmitting them to the CCSD.

Carollo shall then review, comment on and return submittals to the CCSD. Review by Carollo will determine whether equipment and materials proposed by the Contractor will meet the design intent of the Project and the requirements stipulated in the Contract Documents.

Carollo will provide review comments for each transmitted submittal either in a summary written response or by written comments directly on each copy of the submittal to the CCSD.

Carollo shall complete review of the submittal, provide comments, and transmit the package to the CCSD within fourteen (14) calendar days after receipt of each submittal in Carollo's office. If for any reason the review cannot be performed within this fourteen (14) day calendar period, Carollo shall notify the CCSD and provide reason for the delay.

Carollo's review is not intended as acceptance of the Work if submittals deviate from the Contract Documents or contain errors, omissions, or inconsistencies, nor is the review intended to relieve the Contractor of his full responsibility for performance as required by the Contract Documents, nor is the review intended to ensure or guarantee lack of errors, omissions or inconsistencies between the submittals and the Contract Documents.

This effort is anticipated to require approximately twenty four (24) hours of Carollo's effort. If the number of submittals reviewed by Carollo exceeds this estimate, additional submittal review budget may be necessary.

Task 4.2 - Design Clarifications/Requests for Information

Carollo shall respond to the Contractor's requests for information (RFI) or clarification of the Contract Documents. Carollo shall screen the RFIs submitted by the Contractor and will transmit for review to the CCSD only those RFIs which require a response by the CCSD. Carollo shall prepare responses to RFIs not requiring a response by the CCSD. RFIs, which require a response by Carollo, are defined as those RFIs which cannot be resolved through a close and thorough examination of the Contract Documents, or for which an interpretation may represent a material change in the design or operational intent of the facility.

The work will involve both written responses to formal requests for information, and informal verbal (telephone) responses.

Mr. Bob Gresens
Cambria Community Services District
May 10, 2016
Page 4

Carollo shall provide written responses to the CCSD within seven (7) calendar days after receipt of each RFI in Carollo's office. If for any reason the review cannot be performed within this seven (7) day calendar period, Carollo shall notify the CCSD and provide reason for delay.

It is estimated that the Contractor will issue approximately eight (8) formal RFIs and Carollo will require an average of four (4) hours per request.

Task 4.3 - Process Change Orders

In the event changes to the Contract Documents are required, Carollo will assist the CCSD in preparation of a potential change order (PCO). Upon determination by the CCSD, Contractor, or Carollo that a change in the Contract is required, Carollo, at the request of the CCSD, shall either: review the PCO prepared by the CCSD, or, when PCO requires redesign, prepare detailed change order specifications, drawings, or sketches.

Carollo shall prepare cost estimates for potential change orders when specifically requested by the CCSD. The CCSD will negotiate with the Contractor the cost and extension of Contract Time associated with each change order. Carollo shall provide assistance with negotiations to the CCSD as requested.

It is estimated that Carollo shall be required to review one (1) PCO requiring two (2) hours and provide design services related to the PCO at four (4) hours.

LIMITATIONS AND EXCLUSIONS

- It is assumed that the CCSD will act as the Lead Agency and administer the project as Categorical Exempt under the California Environmental Quality Act (CEQA). Any other determination may require a modification to Carollo's scope of services.

STANDARD OF CARE

Carollo shall complete the services required hereunder in accordance with the prevailing engineering standard of care by exercising the skill and ability normally required of engineers performing the same or similar services, under the same or similar circumstances, in the State of California.

CCSD-PROVIDED INFORMATION AND SERVICES

The CCSD shall furnish Carollo available studies, reports and other data pertinent to Carollo's services; obtain or authorize Carollo to obtain or provide additional reports and data as required; furnish to Carollo services of others required for the performance of Carollo's services hereunder, and Carollo shall be entitled to use and rely upon all such information and services provided by the CCSD or others in performing Carollo's services under this Agreement.

WARRANTIES

Carollo shall not be responsible for warranties, guarantees, fitness for a particular purpose, breach of fiduciary duty, loss of anticipated profits or for economic, incidental or consequential damages to the CCSD or any third party arising out of breach of contract, termination, or for any

Mr. Bob Gresens
Cambria Community Services District
May 10, 2016
Page 5

other reason whatsoever. Additionally, Carollo shall not be responsible for acts and decisions of third parties, including but not limited to governmental agencies and utility companies, other than Carollo's SUBCONSULTANTS, that impact project completion and/or success.

DUTY TO DEFEND

In the event the subject action alleges negligence on the part of Carollo and/or the CCSD, or any third parties not under contract with Carollo, Carollo's obligations regarding the CCSD's defense, include only the reimbursement of the CCSD's reasonable defense costs incurred to the extent of Carollo's negligence as expressly determined by a final judgment, arbitration, award, order, settlement, or other final resolution.

COST AND SCHEDULE ESTIMATES

Carollo has no control over the cost of labor, materials, equipment, services or schedules furnished by others, or over the construction contractor's methods of determining prices, or other competitive bidding or market conditions, practices, bidding strategies or scheduling methodologies. Cost estimates and construction schedule estimates are based on Carollo's opinion based on experience and judgment. Carollo cannot and does not guarantee that proposals, bids or actual Project construction costs and/or schedules will not vary from cost estimates and construction schedule estimates prepared by Carollo.

DOCUMENT USE AND REUSE

Documents, including drawings and specifications, prepared by Carollo pursuant to this Agreement are not intended or represented to be suitable for reuse by the CCSD or others for this Project or on any other project. Any reuse of completed documents or use of partially completed documents without written verification or concurrence by Carollo for the specific purpose intended will be at the CCSD's sole risk and without liability or legal exposure to Carollo.

SERVICES DURING CONSTRUCTION

The parties agree that Carollo shall be indemnified to the fullest extent permitted by law for all claims, damages, losses, and expense including attorney's fees arising out of or resulting from the construction contractor's performance of work including injury to any worker on the job site. Additionally, Carollo shall be named as additional primary insured(s) by the construction contractor's General Liability and Builders All Risk insurance policies without offset and all Construction Documents and insurance certificates shall include wording acceptable to the parties herein with reference to such provisions.

Carollo shall not be responsible for the means, methods, techniques, sequences, or procedures of construction selected by construction contractors or the safety precautions and programs incident to the work of construction contractors and will not be responsible for construction contractors' failure to carry out work in accordance with the Contract Documents.

Mr. Bob Gresens
 Cambria Community Services District
 May 10, 2016
 Page 6

THIRD PARTIES

The services to be performed by Carollo are intended solely for the benefit of the CCSD.

No person or entity not a signatory to this Agreement shall be entitled to rely on the Carollo's performance of its services hereunder, and no right to assert a claim against Carollo by assignment of indemnity rights or otherwise shall accrue to a third party as a result of this Agreement or the performance of the Carollo's services hereunder.

Estimate Fee to Perform the Work

We estimate that our cost to prepare the design drawing and technical specification as follows:

Site Visit/Project Management	\$ 3,537
Geotechnical	17,159
Drawings and Specifications	22,901
<u>Engineering Services during Construction</u>	<u>13,469</u>
Not to Exceed Fee:	\$ 57,100

We are available to discuss this proposal with you. We are prepared to begin work as soon as possible and could make the design ready to bid within four (4) weeks of your Notice to Proceed.

Sincerely,

CAROLLO ENGINEERS, INC.



Eric T. Casares, P.E.
 Project Manager
 Associate Vice President

ETC:cjp

Enclosures: Labor and Fee Estimate
 Proposal for Geotechnical Services, Cambria WWTP – Pre-Screen Structure,
 Heath Lane, Cambria, California

LABOR AND FEE ESTIMATE
CAMBRIA COMMUNITY SERVICES DISTRICT
HEADWORKS SCREEN STRUCTURE DESIGN PROJECT

Task	Task Description	Swanback	Casares	Gutierrez	Stipe	Dadik	Richard	Dorbin	Ward	Total	Labor	ODC's					ODC	Total			
		PIC	PM	Check	PE	Struct	E/I	CAD	WP			Hours	Cost	PECE	Subconsultant	Printing			Mileage	Cost	Cost
		\$271	\$228	\$247	\$228	\$247	\$228	\$115	\$98					\$11.70					Trips	\$0.565	
1.0	Project Management/Meetings/Site Visits	1	12	0	0	0	0	0	2	15	\$3,203	\$176	\$0	\$0	1	\$158	\$334	\$3,537			
2.0	Geotechnical Investigation and Analysis	0	2	0	0	2	0	0	0	4	\$950	\$47	\$16,199	\$0	0	\$0	\$47	\$17,195			
3.0	Drawings and Specifications	0	10	2.5	26	12	13.5	46	11	121	\$21,236	\$1,416	\$0	\$250	0	\$0	\$1,666	\$22,901			
4.0	Engineering Services During Construction	0	9	0	17	11	17	0	0	54	\$12,521	\$632	\$0	\$0	2	\$316	\$948	\$13,469			
Project Totals =		1.0	33.0	2.5	43.0	25.0	30.5	46.0	13.0	194.0	\$37,910	\$2,270	\$16,199	\$250	3	\$475	\$2,994	\$57,103			

Not to Exceed Fee \$57,100

Legend:
 PIC Partner-in-Charge
 PM Project Manager
 Check Design Check
 PE Project Engineer
 E/I Electrical & Instrumentation
 Str Structural
 CAD Cad Drafter
 WP Word Processor

ODC's: Other Direct Costs
 PECE: Project Equipment
 Mileage: Based on 280 mile

May 2, 2016

Proposal No. 216-231

Carollo Engineers, Inc.
710 W. Pinedale Avenue
Fresno, California 93711

Attn: Mr. Eric Casares, P.E.

Subject: Proposal for Geotechnical Services, Cambria Wastewater Treatment Plant – Pre-Screen Structure, Heath Lane, Cambria, California

Dear Mr. Casares:

Yeh and Associates, Inc. is pleased to submit this proposal to provide geotechnical services for the design of a pre-screen structure at the Cambria Community Services District wastewater treatment facility on Heath Lane in Cambria, California. This proposal was prepared in response to your request and discussions on May 2, 2016. The location of the proposed structure, preliminary drawings, and a geotechnical report from 1978 were provided via email.

The proposed structure will be immediately north of the influent pump/headworks facility. It will have a footprint of 8 feet by 12 feet according to the plans. The screen will be mounted on a reinforced concrete structure about 9 feet off the ground. The purpose of our services will be to evaluate the available geotechnical information for the facility, investigate the subsurface conditions at the project location, analyze the site for adverse geotechnical conditions (settlement, liquefaction, etc.) and prepare a geotechnical report for the structure.

This work will consist of reviewing documents at the District office for additional geotechnical information, visiting the site, clearing utilities by contacting Underground Services Alert and the plant staff, performing field exploration consisting of drilling one boring to a depth of approximately 50 feet, laboratory testing, summarizing the data collected and performing geotechnical analysis as a basis for preparing the report for the design of the project.

The report will discuss the results of our findings, conclusions, and recommendations to mitigate adverse geotechnical conditions and design the structure. The field and laboratory data collected, geologic setting, and a boring log will be provided. The geotechnical report will also provide recommendations for grading, foundation type, and foundation design for the structure.

Field work will be scheduled once we have received written authorization for our services. A draft report can be submitted for review within about 6 weeks after the completion of field work

assuming we have timely access to the site. The final report can be submitted within about 2 weeks after receiving comments. The services described in this proposal will be provided on a lump sum basis. The basis for the estimated fee and rate schedule for the scope of services described in this proposal is attached. Yeh will not exceed the estimated amount without prior authorization of the Client.

We appreciate the opportunity to be of service. Please contact Judd King at 805-801-6416 or jking@yeh-eng.com if you have questions or require additional information.

Sincerely,
YEH AND ASSOCIATES, INC.



Judd J. King, G.E. 2903
Senior Geotechnical Engineer

Attachments: Fee Schedule (2016 CA)
Estimate of Fees



FEE ESTIMATE WORKSHEET

Cambria WWTP - PreScreen Structure

Geotechnical Services

PREPARED BY: J. King

DATE: May 2, 2016

PROJECT No.: 216-231

WORK ACTIVITY	Principal Engineer or Geologist	Sr. Project Manager	Project Manager	Sr. Project Engineer or Geologist	Project Engineer or Geologist	Staff Engineer or Geologist	Admin/Eng Assistant	TOTAL HOURS	TOTAL COST
Geotechnical Services:									
1. Initiation and Review Existing Data	2			4				6	
2. Site access, utilities, coordination				4	8			12	
3. Field Exploration Program (Drilling)				2	10			12	
4. Draft - Geotechnical Report	4			20	8		10	42	
5. Final - Geotechnical Report	2			4	2		2	10	
TOTAL HOURS	8	0	0	34	28	0	12	82	\$ 9,040
Other direct costs and unit charges									\$ 285
Subcontract Drilling Services									\$ 3,243
Laboratory testing									\$ 1,995
Well permitting fees									\$ 163
TOTAL - ODC's									\$ 5,686
RATE, PER HOUR (2016)	\$ 180	\$ 160	\$ 140	\$ 120	\$ 100	\$ 85	\$ 60		
ESTIMATED FEE									\$ 14,726



**STANDARD FEE SCHEDULE
GEOTECHNICAL AND CONSTRUCTION SERVICES
EFFECTIVE JANUARY 2016**

PROFESSIONAL SERVICES

<u>Classification</u>	<u>Basic Rate</u>
Principal.....	\$ 180/hr
Senior Project Manager	\$ 160/hr
Project Manager.....	\$ 140/hr
Senior Project Engineer or Geologist.....	\$ 120/hr
Project Engineer or Geologist	\$ 100/hr
Staff Engineer or Geologist.....	\$ 85/hr
Engineer or Geologist Intern	\$ 60/hr
Construction Project Manager	\$ 130/hr
Field Inspector or Technician (California prevailing wage)	\$ 105/hr
Senior Field Inspector	\$ 105/hr
Field Inspector.....	\$ 90/hr
Senior Field Technician.....	\$ 85/hr
Field or Laboratory Technician.....	\$ 68/hr
Graphics Specialist (CAD, Illustration)	\$ 85/hr
Administrative Assistant	\$ 60/hr

**Overtime rates for Construction Inspection, Technicians and Office Staff is 1.5 x rates shown.

Laboratory tests are quoted on separate schedule or cost plus 15 percent for outside laboratory testing when applicable.

Fees for expert witness preparation, testimony, court appearances, or depositions will be billed at the rate of \$350 per hour.

OTHER DIRECT CHARGES

Subcontracted services, copying and rented equipment.....	Cost Plus 15%
Travel, subsistence, and expenses.....	Cost Plus 15%
Vehicle.....	\$ 80/day
Nuclear density gauge	\$ 85/day
Automobile Mileage.....	\$0.55/mile
Geotechnical sampling kit and expendables	\$ 50/day
Modified California brass lined samples and tube	\$ 5/each
Thin-wall (Shelby) tube 2.75" expandable caps.....	\$ 9/each
Field percolation test equipment	\$ 75/day



**LABORATORY TESTING SCHEDULE
EFFECTIVE JANUARY 1, 2016**

	<u>Rate</u>
Classification – Index Tests:	
Natural moisture content (ASTM D2216).....	\$ 10
Moisture content – dry unit weight, drive or core sample (ASTM D2937).....	\$ 20
Moisture content – dry unit weight, chunk or block sample.....	\$ 50
Moisture content – dry unit weight, thin wall tube sample (ASTM D2937).....	\$ 40
Atterberg limits with PL, PI, LL (ASTM D4318).....	\$ 75
Aggregate specific gravity.....	\$ 60
Grain size analysis (ASTM D-422, 6913):	
a) Eight standard sieve nest to #200 (per ASTM D2487 or AASHTO M-145).....	\$ 75
b) Less than 3" max to #200 sieve with one split sieve.....	\$ add 50
c) Percent gravel (plus #4), sand (#4-#200), and #200 sieve with wash.....	\$ 50
d) Hydrometer analysis.....	\$ add 90
Manual USC classification (ASTM D2488), extrude, examine, photo, describe.....	\$ 35
USC classification (ASTM D2487) sieve, #200 wash, Atterberg as-required.....	\$ 200
AASHTO classification (M-145) sieve, #200 wash, Atterberg as-required.....	\$ 200
Earthwork:	
Standard Proctor compaction (ASTM D-698).....	\$ 200
Modified Proctor compaction (ASTM D1557).....	\$ 250
R-value (ASTM D-2844, Cal 301), untreated soil*, **.....	\$ 350
CBR, per point (ASTM D1883)*, **.....	\$ 340
Resilient modulus (AASHTO T307)*, **.....	\$ 1,000
Remold sample to specified density or with admixture.....	\$ add 30
Corrosion Testing:	
pH or soil or water (D4972).....	\$ 30
Resistivity of soil or water, as received or saturated.....	\$ 45
pH and Resistivity of soil or water (Cal 643).....	\$ 125
Soluble sulfates, soluble chlorides*.....	\$ 110
Volume Change Testing:	
Expansion index (ASTM D4829).....	\$ 175
Swell-collapse, 4 loads with wetting (ASTM D4546-A).....	\$ 200
Swell-collapse, 1 load with wetting (ASTM D4546-B,C).....	\$ 75
Incremental Consolidation, 12 loads (ASTM D2435)**.....	\$ 500
Constant strain rate (CSR) consolidation (ASTM D4186)**.....	\$ 425
Strength:	
Handheld torvane shear strength.....	\$ 10
Handheld pocket penetrometer.....	\$ 10
Point load index (ASTM D5731)**.....	\$ 75
Direct shear test (ASTM D3080), silty or clayey soil, per point**.....	\$ 145
Direct shear test (ASTM D3080), residual, per point**.....	\$ 195
Unconfined compressive strength, soil**.....	\$ 75
CU triaxial**.....	\$ 400
CU triaxial, multi-stage, 3 points**.....	\$ 800
UU triaxial.....	\$ 100
Flex-wall hydraulic conductivity, 1 point**.....	\$ 300

All rates are per sample or specimen unless otherwise noted. Corresponding AASHTO or Caltrans test methods can be performed at no additional charge when applicable.

Sample pickup, delivery or professional services will be charged at hourly rates per fee schedule.

Samples will be discarded at conclusion of testing unless otherwise agreed to.

*Estimated for approved outside laboratory testing on split or companion sample.

**Estimated for common test performed by an approved outside laboratory

Shipping charges may apply for outside laboratories.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.I.**

FROM: Jerry Gruber, General Manager

Meeting Date: June 23, 2016

Subject: CONSIDERATION TO EXTEND THE AGREEMENT FOR CONSULTANT SERVICES WITH BALANCE PUBLIC RELATIONS

RECOMMENDATIONS:

Staff recommends that the Board approve Amendment No. 2 to the existing Agreement for Consultant Services with Balance Public Relations extending the term through June 30, 2017.

FISCAL IMPACT:

The cost associated with extending the Agreement for Consultant Services for the additional period from July 1, 2016 through June 30, 2017 is \$102,000.00, plus out of pocket expenses. The amount will be divided equally between the Water Department, Wastewater Department and the Emergency Water Supply Project Funds.

DISCUSSION:

Currently, CCSD staff is working on multiple important water and wastewater capital projects, permitting and related items, in addition to the daily operations of the CCSD. Ongoing assistance in several areas identified in the scope of work under the existing Consulting Services Agreement would continue to be extremely helpful as the CCSD addresses and resolves crucial water and wastewater issues, while also capitalizing on grant opportunities. Mr. Dean Florez has proven to be invaluable in organizing and participating in meetings with key appointed and elected State officials who play critical roles in grant funding and the project approval processes. It is anticipated that BPR will accelerate and intensify outreach efforts which may include lobbying activities on behalf of the CCSD to help achieve the Board's priority goals for 2016.

Attachment: Amendment No. 2 to the Agreement for Consultant Services

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ ROBINETTE ___ THOMPSON ___ BAHRINGER ___ RICE ___ SANDERS

**AGREEMENT FOR CONSULTANT SERVICES
AMENDMENT NO. 2**

This Second Amendment ("Second Amendment") to Agreement for Consultant Services ("Agreement") by and between the **CAMBRIA COMMUNITY SERVICES DISTRICT** ("CCSD") and **BALANCE PUBLIC RELATIONS**, a California corporation ("Consultant") is made and entered into this ___ day of June, 2016.

WHEREAS, the parties entered into an Agreement dated May 1, 2015 where Consultant provided strategic planning and consulting services to the CCSD, and

WHEREAS, on June 25, 2015, the parties amended the Agreement to extend the term through June 30, 2016; and

WHEREAS, the parties desire to further extend the term of the Agreement as set forth herein.

NOW THEREFORE, for valuable consideration the receipt and sufficiency of which is acknowledged, the parties agree as follows:

1. Section 1 ("TERM") of the Agreement, shall be amended in its entirety to read as follows:

This Agreement shall commence on May 1, 2015 and shall remain and continue in effect until June 30, 2017, unless sooner terminated, pursuant to the provisions hereof.

2. Except as modified herein, all other terms and conditions set forth in the Agreement, shall remain unchanged.

IN WITNESS WHEREOF, **DISTRICT** and **CONSULTANT** have executed this First Amendment the day and year first above written.

CAMBRIA COMMUNITY SERVICES DISTRICT

CONSULTANT

Jerry Gruber, General Manager

Dean Florez, President and CEO

Attest:

Monique Madrid, District Clerk

Approved As to Form:

Timothy J. Carmel, District Counsel

RESOLUTION NO. 20-2016
June 23, 2016

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
APPROVING THE FIRE SUPPRESSION BENEFIT ASSESSMENT
CONSUMER PRICE INDEX ADJUSTMENT
IN THE AMOUNT OF 1.1% FOR FISCAL YEAR 2016/2017

WHEREAS, in accordance with the authority in Government Code Section 61122, a community services district may levy benefit assessments consistent with the requirements of Article XIID of the California Constitution; and

WHEREAS, the Fire Suppression Benefit Assessment was approved by a majority of the property owners in Cambria in March 2003 pursuant to Government Code Sections 50075, et seq.; and

WHEREAS, Government Code Section 50078.16 provides that the Board of Directors may provide for the collection of the assessment in the same manner, and subject to the same penalties as, other fees, charges, and taxes fixed and collected by, or on behalf of the District and further provides that the County may deduct its reasonable costs incurred for that service before remittal of the balance to the District: and,

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

1. Approves a Fire Suppression Benefit Assessment Consumer Price Index Adjustment in the amount of 1.1%, effective July 1, 2016, in compliance with Resolution 27-2003 and the related Engineer's Report.
2. Thus, approves the following assessments for Fiscal Year 2016/2017:

	FY 2016/2017
Vacant Lot	\$18.11
Single Family Residence < 3600 sq. ft.	\$90.56
Single Family Residence > 3600 sq. ft.	\$135.84
Multi-Family Residence per Dwelling	\$45.28
 Commercial Range	 \$271.67 – 2309.23

3. For the 2016/2017 fiscal year, pursuant to the authority in Government Code Section 50078.16, the Board of Directors hereby elects to collect the District's Fire Suppression Benefit Assessment on the County tax roll, in the same manner, by the same person, and at the same time, together with and not separate from its taxes.

AYES:

NOES:

ABSENT:

PASSED AND ADOPTED THIS 23rd day of June, 2016.

Gail Robinette, President
Board of Directors

APPROVED AS TO FORM:

Timothy J. Carmel, District Counsel

ATTEST:

Monique Madrid, District Clerk

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.B.**FROM: Jerry Gruber, General Manager
Patrick O'Reilly Finance Manager

Meeting Date: June 23, 2016 Subject: PUBLIC HEARING TO DISCUSS AND CONSIDER ADOPTION OF RESOLUTION 21-2016 CONFIRMING 2015 FIRE HAZARD FUEL REDUCTION ITEMIZED REPORT OF THE CAMBRIA COMMUNITY SERVICES DISTRICT

RECOMMENDATIONS:

1. Conduct a public hearing to consider the report on costs incurred for the 2015 Fire Hazard Fuel Reduction Program on parcels subject to clearing under the CCSD's Fire Hazard Fuel Reduction contract:
 - A. Open public hearing.
 - B. Receive public testimony and consider any objections from affected property owners.
 - C. Close public hearing and make any modifications to the report deemed necessary.
2. Adopt Resolution 21-2016 confirming the 2015 Fire Hazard Fuel Reduction Cost Report

FISCAL IMPACT:

The CCSD's contractor's cost for performing all of the work on the parcels is \$12,112.00. This amount includes CCSD's administrative charges.

The thirty-five (35) outstanding parcels invoiced and listed in the cost report included in Resolution 21-2016 will be assessed on the SLO County 2016-2017 Tax Roll in the amount of \$12,112.00.

DISCUSSION:

This agenda item is for a hearing that is being held in accordance with Health and Safety Code Section 14910 to consider the cost report and hear any objections to the costs incurred by the CCSD to abate weeds and fire hazards as part of the CCSD's 2015 Fire Hazard Fuel Reduction Program. At the hearing the Board may modify the amounts as it deems necessary and adopt the attached Resolution to confirm the cost report. After the costs have been confirmed the Resolution will be submitted to the County and the amounts will be included and collected on each respective property owner's property tax bill, in accordance with the provisions of the Health and Safety Code. In accordance with the requirements of Health and Safety Code Section 14906, a copy of the cost report has been posted on the District Board's chamber doors for three (3) days with a notice of the time and date when the cost report will be submitted to the Board for confirmation.

The cost report provides a specific cost for each property owner subject to the charges. The charges reflect the actual contract price to remove or reduce the downed fuels and vegetation

on the property, plus the CCSD’s administrative charge of \$200 for the inspection, follow-up work, and managerial and administrative work performed by CCSD staff in order to submit the charges with the parcel data to the San Luis Obispo County Tax Collector for CCSD reimbursement.

It should be noted that new procedures and timing related to the collection of charges incurred by the CCSD in clearing parcels was approved by the Board May 26, 2011. The timing requirements imposed by San Luis Obispo County for inclusion of assessments on the tax roll do not fit well with the growing season for weeds in Cambria. In fact, in 2016, the County’s deadline for submittal of assessments had been moved from July 24th to July 18th. Even the previous August 10th deadline did not fit well with the growing season, and a deadline of July 18th is impractical and unrealistic with regards to the growing season for weeds in Cambria. Based upon this change in timing the process of confirming the costs of abatement has been moved to the following year, and accordingly the costs for 2015 are now being presented to the Board for confirmation.

The CCSD now invoices affected property owners in-house (and reduces the administrative fee by \$100 for property owners who pay their bill within 90 days of being invoiced by the CCSD). The properties in the cost report are those for which the property owners have not paid for the work after being invoiced.

Attachment: Resolution 21-2016 and Exhibit A to Resolution 21-2016

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ ROBINETTE ___ THOMPSON ___ BAHRINGER ___ RICE ___ SANDERS ___

RESOLUTION 21-2016
June 23, 2016

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CAMBRIA COMMUNITY SERVICES DISTRICT
CONFIRMING FIRE HAZARD FUEL REDUCTION ITEMIZED REPORT

WHEREAS, by Resolution No. 26-2015, the Fire Chief was directed to abate a public nuisance on certain parcels of real property located within the Cambria Community Services District; and

WHEREAS, said nuisance, consisting of noxious or dangerous weeds, live or dead vegetation located upon said parcels, has been abated under the power granted to the Cambria Community Services District by Health and Safety Code Sections 14875, et seq., and Government Code Section 61100(t), whereby the Cambria Community Services District may declare certain vegetation a public nuisance for the purpose of abating said vegetation to reduce the community wildland fire vulnerability and threat; and

WHEREAS, parcels in which the nuisance fire hazard vegetation was not removed by the owners have been cleared and abated by the Cambria Community Services District Fire Hazard Fuel Reduction Contractor, as approved by the Board of Directors in Resolution No. 26-2015; and

WHEREAS, an itemized report has been prepared showing the actual cost of said Fire Hazard Fuel Reduction to be charged to each parcel, which report is attached hereto marked "Exhibit A" and incorporated herein by reference as though here fully set forth.

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

1. That the recitals set forth hereinabove are true, correct and valid.
2. That said itemized cost report entitled "Cambria Community Services District, Report of Fire Hazard Fuel Reduction 2015," a copy of which is on file in the office of the Cambria Community Services District and is available there for public inspection, be and hereby is ordered confirmed in the form set forth in said "Exhibit A."
3. That in accordance with Health and Safety Code Section 14915, the Finance Manager shall forthwith transmit a copy of this Resolution to the County Auditor.
4. That pursuant to the authority in Health and Safety Code Sections 14912, 14916 and 14917, the County Auditor and the County Tax Collector be and hereby are authorized and directed to do all acts necessary and proper to place on the

2016-2017 Tax Rolls, the respective assessments as set forth in said confirmed itemized cost report, plus such administrative fees as are allowed under the law.

5. That as a result of said confirmation and recording of said itemized cost report, pursuant to Health and Safety Code Section 14912, the amounts of the Fire Hazard Fuel Reduction costs set forth in said itemized cost report are thereby made special assessments and liens against the respective parcels of real property in the Cambria Community Services District, all as set forth in said itemized report referred to hereinabove as "Exhibit A."

PASSED AND ADOPTED THIS 23rd day of June, 2016.

AYES:

NAYS:

ABSENT:

Gail Robinette, President
Board of Directors

APPROVED AS TO FORM:

Timothy J. Carmel, District Counsel

ATTEST:

Monique Madrid, District Clerk

**EXHIBIT "A" TO RESOLUTION 21-2016
REPORT OF FIRE HAZARD FUEL REDUCTION 2015**

<u>PARCEL</u>	<u>CONTRACTOR COST</u>	<u>ADMINISTRATIVE FEE</u>	<u>TOTAL COST</u>
022.181.038	\$72.00	\$200.00	\$272.00
023.022.021	\$104.00	\$200.00	\$304.00
023.025.022	\$150.00	\$200.00	\$350.00
023.036.010	\$144.00	\$200.00	\$344.00
023.045.006	\$62.00	\$200.00	\$262.00
023.045.007	\$62.00	\$200.00	\$262.00
023.048.027	\$109.00	\$200.00	\$309.00
023.113.031	\$151.00	\$200.00	\$351.00
023.118.006	\$163.00	\$200.00	\$363.00
023.142.030	\$163.00	\$200.00	\$363.00
023.204.012	\$82.00	\$200.00	\$282.00
023.204.022	\$82.00	\$200.00	\$282.00
023.213.040	\$183.00	\$200.00	\$383.00
023.223.013	\$198.00	\$200.00	\$398.00
023.223.024	\$178.00	\$200.00	\$378.00
023.233.058	\$313.00	\$200.00	\$513.00
023.313.020	\$202.00	\$200.00	\$402.00
023.341.013	\$242.00	\$200.00	\$442.00
024.011.035	\$393.00	\$200.00	\$593.00
024.021.030	\$159.00	\$200.00	\$359.00
024.042.017	\$72.00	\$200.00	\$272.00
024.102.024	\$244.00	\$200.00	\$444.00
024.151.014	\$218.00	\$200.00	\$418.00
024.151.025	\$308.00	\$200.00	\$508.00
024.181.001	\$62.00	\$200.00	\$262.00
024.182.014	\$123.00	\$200.00	\$323.00
024.182.042	\$82.00	\$200.00	\$282.00
024.201.020	\$186.00	\$200.00	\$386.00
024.211.024	\$82.00	\$200.00	\$282.00
024.231.001	\$62.00	\$200.00	\$262.00
024.241.019	\$67.00	\$200.00	\$267.00
024.273.017	\$82.00	\$200.00	\$282.00
024.291.010	\$73.00	\$200.00	\$273.00
024.353.014	\$72.00	\$200.00	\$272.00
024.372.008	\$167.00	\$200.00	\$367.00
TOTAL ACCOUNTS 35			\$ 12,112.00

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.C.**FROM: Jerry Gruber, General Manager
Monique Madrid, District Clerk-----
Meeting Date: June 23, 2016Subject: PUBLIC HEARING TO CONSIDER
ADOPTION OF RESOLUTION 18-2016
CONFIRMING THE ITEMIZED
REPORT TO COLLECT DELINQUENT
SOLID WASTE COLLECTION AND
DISPOSAL CHARGES ON THE
COUNTY TAX ROLLS**RECOMMENDATIONS:**

1. Receive staff report and review the itemized report for delinquent solid waste collection and disposal charges.
2. Open Public Hearing.
3. Take Public Testimony.
4. Close Public Hearing.
5. Discussion.
6. Adopt Resolution 18-2016 adopting the itemized report (Exhibit "A" to the Resolution) describing each parcel and the amount of delinquent solid waste collection and disposal charges to be collected against each parcel.

FISCAL IMPACT:

The property owner of record is responsible for payment. Collecting delinquent charges on the tax roll ensures the CCSD's Franchisee, Mission Country Disposal, will receive payment for solid waste collection and disposal services from owners who have not paid their bill.

DISCUSSION:

On October 1, 2009 the CCSD Board of Directors adopted Ordinance 02-2009 electing to have delinquent solid waste collection and disposal service charges collected on the County tax roll in accordance with the provisions of Health and Safety Code Section 5473.1 et seq.

The CCSD Board of Directors found that the timely and full payment of charges for solid waste collection and disposal services is critical for the successful operation of the CCSD's solid waste collection and disposal Franchise and elected to, by resolution, have solid waste collection and disposal charges which are delinquent at the end of any fiscal year collected on the tax roll.

Mission Country Disposal has requested and filed an itemized report with the CCSD listing all delinquent solid waste collection and disposal charges for collection on the 2016/2017 tax roll. Outstanding charges total approximately \$1,927.00.

The Board is required to hold a hearing at which it is to consider all objections and protests to the itemized report. Pursuant to Health and Safety Code Section 5473.3, at the conclusion of the hearing the Board may adopt, revise, change, reduce or modify any charge or overrule any or all objections. The attached Resolution has been prepared for Board consideration to approve and adopt the report. Thereafter it will be filed with the County Auditor-Controller and the amounts of the delinquent charges will be entered as charges against the parcels and collected on the annual bills for taxes levied against the respective parcels.

Attachments: Resolution 18-2016

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ ROBINETTE ___ THOMPSON ___ BAHRINGER ___ RICE ___ SANDERS

RESOLUTION NO. 18-2016
JUNE 23, 2016

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMBRIA
COMMUNITY SERVICES DISTRICT APPROVING AND ADOPTING THE
ITEMIZED REPORT AND AUTHORIZING DELINQUENT SOLID WASTE
COLLECTION AND DISPOSAL SERVICE CHARGES TO BE
COLLECTED ON TAX ROLL

WHEREAS, the Board of Directors (“Board”) of the Cambria Community Services District (“District”) makes the following findings of fact:

1. On October 1, 2009, the District Board duly adopted Ordinance No. 02-2009 pursuant to which the District elected to have delinquent solid waste collection and disposal service charges collected on the tax roll in the same manner, by the same persons, and at the same time as its general taxes, all pursuant to applicable Government and Health and Safety Codes; and

2. In accordance with Health and Safety Code Section 5473.1, the District Clerk has mailed letters to owners of real property notifying them of the District’s intent to have such solid waste collection and disposal service charges delinquent as of May 15, 2016, placed on the 2016-2017 County tax roll for collection, pursuant to Health and Safety Code Sections 5473 and 5473a by filing a written report with the Auditor-Controller’s office of the County of San Luis Obispo, containing a description of each parcel of real property with delinquent solid waste collection and disposal service charges, the amount of those delinquent charges, and the owner thereof; and

3. In accordance with the requirements of Health and Safety Code Section 5473.1, the District Clerk has caused a notice to be published of the time and place of the public hearing to be held before the District Board at which time all interested persons will be given the opportunity to present oral or written testimony for or against said report or any portions thereof; and

4. On or before, July 18, 2016 the final filing date established by the County Auditor-Controller’s Office, the Finance Manager must submit all changes, additions and deletions to such list on a final filing basis; and

5. In accordance with San Luis Obispo County regulations, as of July 1, 2008 a fee of \$36.00 will be charged for each assessment removed or revised from the assessment listing occurring on a tax bill after extension. Thus, any charge levied against the District for change(s) in an assessment amount of a property owner that is not the result of District error will be subsequently invoiced and collected by the District from the property owner of record.

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

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

Section 2. The Board hereby approves and adopts the itemized report describing the delinquent solid waste collection and disposal service charges attached hereto as Exhibit "A" and hereby authorizes such charges to be collected on the County real property tax roll, pursuant to the procedures set forth in Health and Safety Code Sections 5473 *et seq.*

Ayes:
Nays:
Absent:

PASSED AND ADOPTED this 23rd day of June, 2016.

Gail Robinette Board President

ATTEST:

APPROVED AS TO FORM:

Monique Madrid, District Clerk

Timothy Carmel, District Counsel

Exhibit A to Resolution 18-2016

Cust No.	Customer Name	Parcel No.	Service Address	Bill Name	Bill Address	C_90D	Fin Charg	Total	Bill Area
10052064	BLACK, BRUCE	023-112-031	1890 ASTOR AVE	BLACK, BRUCE	PO BOX 867	266.41	65.00	331.41	CM110
8003849	CASADO, LUCY	023-162-022	1799 ST THOMAS AVE	CASADO LUCY G	820 5TH AVE	266.41	65.00	331.41	CM110
10090179	LANCASTER 411 TRUST	022-233-014	411 LANCASTER ST	LANCASTER 411 TRUST	411 LANCASTER ST	217.86	45.00	262.86	CM110
10054151	LANKFORD, DARIN	022-261-036	950 HARTFORD ST	LANKFORD, DARIN & CYNTHIA	950 HARTFORD ST	273.22	65.00	338.22	CM110
10049559	MC ALPINE, TIM & GINA	023-401-006	1445 HADDON DR	MC ALPINE, TIM & GINA	1445 HADDON DR	266.41	65.00	331.41	CM110
8004231	SMALLEY, BETTY J	022-041-001	503 WEYMOUTH ST	SMALLEY, BETTY J (TE)	503 WEYMOUTH	266.41	65.00	331.41	CM110
						1,556.72	370.00	1,926.72	

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.D.**

FROM: Jerry Gruber, General Manager

Meeting Date: June 23, 2016 Subject: PUBLIC HEARING TO DISCUSS AND CONSIDER ADOPTION OF RESOLUTION 25-2016 APPROVING THE CCSD BUDGET FOR FISCAL YEAR 2016/2017

RECOMMENDATIONS

- Receive a staff presentation on the Proposed Final Budget for Fiscal Year 2016/2017.
- Open the public hearing.
- Receive public input.
- Close the public hearing.
- Discuss and Consider the Proposed Final Budget for Fiscal Year 2016/2017.
- Adopt Resolution 25-2016 approving the Final CCSD Budget for FY 2016/2017.

FISCAL IMPACT

The Proposed Fiscal Year 2016/2017 Budget would authorize total Revenue Projections, Expenditure Authorities, and changes to the Water, Wastewater, and General Fund Balances as follows:

			CHANGES TO
<u>PROPOSED FISCAL YEAR 2016/2017 BUDGET</u>	<u>REVENUES</u>	<u>EXPENDITURES</u>	<u>FUND BALANCE</u>
WATER FUND: DEPARTMENT OPERATIONS	2,968,543	2,934,297	34,247
WATER FUND: SWF CAPITAL COST RECOVERY	847,000	830,356	16,644
WATER FUND: SWF OPERATIONS	105,000	221,400	(116,400)
WASTEWATER FUND	2,532,000	2,532,000	-
GENERAL FUND: FIRE DEPARTMENT	2,027,059	2,027,059	-
GENERAL FUND FACILITIES & RESOURCES	619,948	619,948	-
GENERAL FUND PARKS & RECREATION	161,602	161,602	-
GENERAL FUND: ADMINISTRATION DEPARTMENT	1,786,690	1,786,690	-
TOTAL OPERATING BUDGETS	11,047,842	11,113,352	(65,510)
 <u>CAPITAL PROJECTS</u>			
WATER FUND: SANTA ROSA CREEK	307,876	400,832	(92,956)
WATER FUND: SUSTAINABLE WATER FACILITY	13,321,255	12,910,109	411,146
 TOTAL OPERATING AND CAPITAL PROJECTS	 24,676,973	 24,424,293	 252,681

DISCUSSION:

Attached is the proposed Final Fiscal Year 2016/2017 CCSD Budget for review and consideration. A Draft Preliminary Fiscal Year 2016/2017 Budget was considered beginning with the regular meeting of the Board of Directors on April 28, 2016. Please see the General Manager's Budget Message for an overview of the Proposed Budget.

The District annually adopts a budget that conforms to generally accepted accounting and budgeting procedures for special districts. California Government Code section 61110 requires special districts to either adopt a preliminary budget by July 1 followed by the adoption of a final budget by September 1, or, in the absence of the adoption of a preliminary budget, to adopt a final budget by July 1. The code further requires that the District hold a public hearing on the budget at which time any person may appear and be heard regarding any item in the budget or regarding the addition of other items.

Attachments:

- A. Resolution 25-2016 of the Board of Directors of the Cambria Community Services District Approving the CCSD Budget for Fiscal Year 2016/2017
- B. Proposed Final CCSD Fiscal Year 2016/2017 Budget
- C. CCSD 2016 Board Goals

 BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ ROBINETTE ___ THOMPSON ___ BAHRINGER ___ RICE ___ SANDERS

**RESOLUTION 25-2016
JUNE 23, 2016**

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
APPROVING THE CCSD BUDGET FOR FISCAL YEAR 2016/2017**

WHEREAS, the General Manager has submitted for consideration the final Cambria Community Services District (CCSD) Fiscal Year (FY) 2016/2017 Budget; and

WHEREAS, the draft preliminary FY 2016/2017 CCSD Budget was introduced during a regular business item on May 28, 2016, and all persons were given an opportunity to be heard and their suggestions carefully considered; and

WHEREAS a public hearing on June 23, 2016, on the final FY 2016/2017 CCSD Budget was duly scheduled, advertised, and held, and all persons were given an opportunity to be heard and their suggestions carefully considered.

NOW THEREFORE, BE IT RESOLVED that the CCSD Board of Directors has reviewed the final FY 2016/2017 CCSD Budget for the period July 1, 2016 through June 30, 2017, and hereby finds that the Budget is a sound plan for financing and expenditure control of required CCSD operations and services, and said Budget is hereby approved.

BE IT FURTHER RESOLVED that the Board of Directors is aware of the potential that events beyond control of the CCSD could substantially reduce CCSD revenues and/or increase expenditures. Therefore, the General Manager may temporarily suspend the expenditure of funds within the adopted Budget if in his judgment such temporary suspension is necessary to protect the CCSD's financial position and the impact of such a temporary suspension on CCSD operations will not be substantially detrimental to CCSD services. The General Manager is directed to administer the business operations of the CCSD as called for in the Operating Budget for FY 2016/2017 and as modified by any such temporary expenditure suspension. The General Manager is further directed to report back to the CCSD Board of Directors, as necessary, with recommendations for revision of the Budget when, and if, Budget impacts are known, and specific CCSD program or service level adjustments can be formulated.

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

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

AYES:
NAYS:
ABSENT:

PASSED AND ADOPTED this 23rd day of June, 2016.

Gail Robinette, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Monique Madrid
District Clerk

Timothy J. Carmel
District Counsel

Cambria Community Services District



**FISCAL YEAR 2016 - 2017
PROPOSED
OPERATING BUDGET
JUNE 23, 2016**

June 23, 2016

President Robinette and CCSD Board of Directors,

I am pleased to present the Cambria Community Services District Proposed Annual Budget for Fiscal Year 2016-2017. An organization chart is provided on page 1. Area summaries are provided on pages 2 through 10 and budget details for each area are provided on pages 11 through 37.

In preparation for the Fiscal Year 2016/2017 Budget, certain assumptions needed to be made both from a revenue and expenditure perspective. These budgetary assumptions follow.

The Property Tax Revenue estimate in the budget is projected to increase from FY 2015/2016 to FY 2016/2017 by 5.0% or \$231,128.

The Fire Benefit Assessment is projected to increase from FY 2015/2016 to FY 2016/17 by 2.0% or \$8,680.

This proposed budget includes a Cost of Living Salary increase on July 1, 2016 for SEIU employees of 3.5% and one for IAFF Firefighters on 12/20/16 for 3.5%. Budgeted staff now includes 32 full time and 12 part-time employees representing 33 Full Time Equivalent employees. A detailed staffing plan for Fiscal Year 2016-17 is included as part of the proposed budget.

In the proposed budget the net cost to operate the Administrative Department has been fully allocated to other departments in the General Fund and to the Water and Wastewater Funds based on the percent of administration staffing effort that is dedicated to each department or fund.

The attached proposed budget shows:

- the Fiscal Year 2015-2016 Budget as amended and approved in February 2016,
- actual expenditures for Fiscal Year 2015/2016 through May 31, 2016, and
- the Proposed Budget for Fiscal Year 2016/2017.

Water Fund: Operations Department Analysis. On February 12, 2016, the District adopted increased water and wastewater rates which are designed to eliminate operating deficits in those funds. The new rates became effective March 1, 2016 and are reflected in the budgeted revenues for those funds.

The following chart shows the proposed budget for FY 2016/2017 compared to the revenues and expenditures projected in the rate study associated with the rate increases.

WATER DEPARTMENT	RATES	
	APPROVED	FY 16-17
	FEB 2016	BUDGET
WATER SALES	1,937,000	1,937,000
STANDBY	178,000	178,000
RESOURCE CONSV	70,000	98,500
OTHER	60,000	95,044
PROCEEDS FROM DEBT	1,000,000	660,000
TOTAL REVENUES	3,245,000	2,968,544
PERSONNEL	769,000	689,914
REPAIRS	250,000	263,660
UTILITIES	139,000	136,100
PROFSNAL SERVICES	58,000	160,000
SERVICES/SUPPLIES	161,000	173,000
RESOURCE CONSV	76,000	80,000
OVERHEAD	634,000	582,418
CAPITAL EXPENDITURES	1,000,000	794,401
DEBT SERVICE	100,000	54,804
TOTAL EXPENDITURES	3,187,000	2,934,297
DIFFERENCE	58,000	34,247

The rate study anticipated \$2,245,000 in operational revenues and \$2,187,000 in operational expenditures leaving a surplus of \$58,000. The rate study also anticipated incurring debt of \$1,000,000 and paying that debt off using \$100,000 generated by the rates each year. The budget being presented has anticipated revenues of \$2,968,544 and anticipated expenditures of \$2,934,297 leaving a surplus of \$34,247. The surplus results primarily from the fact that not all of the \$1,000,000 in capital projects identified in the rate study have been planned for the current fiscal year. When the District is prepared to proceed with those projects, budget amendments will be submitted to the Board for approval.

Resource conservation revenues are higher than rate study estimates because we are anticipating more remodel fees than estimated in the rate study.

Projected Professional Services are higher than included in the rate study because \$75,000 has been added for development of an Urban Water Management Plan and \$51,000 has been added for continued use of Balance Public Relations to assist the District receive financing (grants and low income loans) for needed capital projects.

Services and Supplies are higher than projected in the rate study because of higher licensing fees and higher lab testing and supplies.

Capital Expenditures include \$660,000 for replacement of the Fiscalini Water Tank, \$20,000 for repairs to the Stuart Street Tank, \$81,900 for a SCADA system for the San Simeon Well Field, \$25,000 towards pump station upgrades at the Rodeo Grounds, and \$7,500 for a GIS system.

Sustainable Water Facility Analysis. There are three budgets for the Sustainable Water Facility (SWF).

The first SWF budget is the **Operating Budget**. The additional operating revenues which are charged when the plant is operating are included in this budget. All costs associated with operating the plant are also included in the budget. The preliminary budget to operate the plant for three months projects revenues of \$105,000 and expenditures of \$221,400 resulting in a deficit of \$116,400 for the year. The rate study provided by Bartles and Wells in 2014 projected revenues and expenditures in this area to be \$220,000 per year. Revenues will be substantially below the revenues projected in the rate study because those revenues were based on a 20% reduction in water sales during operation of the plant and the District is actually experiencing closer to a 40% reduction in sales which results in actual revenues being \$108,000 less than projected in the rate study. Expenditures are higher than projected in the rate study primarily due to extensive sampling and operating modifications due to environmental requirements that were not anticipated in the rate study. Staff anticipates that the cost of environmental monitoring will decrease once the permanent operating permit is obtained.

The second SWF budget is the **Capital Cost Recovery Budget**. All revenues from the monthly SWF fixed charges and the monthly SWF usage charges are included in this budget. The funds are dedicated to pay for debt service on the original loan of \$8,939,000 and to pay for maintenance of the SWF when it is not operating. The preliminary budget was developed assuming the SWF will be operational for three months during the fiscal year. The preliminary budget projects revenues of \$847,000 and expenditures of \$830,356 resulting in a surplus of \$16,664 for the year.

The third AWTP budget is the **Capital Projects Budget for the Sustainable Water Facility** (San Simeon Creek Project). This is a continuation of the budget approved last fiscal year – no changes are being recommended to this budget.

The Water Fund also includes a **Capital Project for improvements to the Santa Rosa Creek Equipment**. This is a continuation of the budget approved last fiscal year. Grant funds from the Drinking Water Drought Grant Program in the amount of \$307,876 have been approved. \$248,246 (80%) of those funds have been received and receipt of the additional funds is anticipated this year. Expenditures of \$390,832 have been incurred and future expenses of about \$10,000 are anticipated bringing total projected expenditures to \$400,832. Staff is proposing an increase in expenditure authority to \$400,832 which will leave a deficit of \$92,956 to be funded from the Water Fund Balance.

Wastewater Fund Analysis. On February 12, 2016, the District adopted increased water and wastewater rates which are designed to eliminate operating deficits in those funds. The new rates became effective March 1, 2016 and are reflected in the budgeted revenues for those funds.

The following chart compares the proposed budget for FY 16-17 compared to the revenues and expenditures projected in the rate study associated with the rate increases.

WASTEWATER DEPARTMENT	RATES	
	APPROVED	FY 16-17
	FEB 2016	BUDGET
WW SALES	1,862,000	1,862,000
STANDBY	119,000	119,000
OTHER		
LOAN PROCEEDS		551,000
TOTAL REVENUES	1,981,000	2,532,000
PERSONNEL	676,000	682,445
REPAIRS	250,000	221,873
UTILITIES	168,000	163,700
PROFESSIONAL SERVICES	27,000	68,700
SERVICES/SUPPLIES	218,000	244,700
OVERHEAD	436,000	429,768
DEBT SERVICE	161,000	169,814
CAPITAL PROJECTS		551,000
TOTAL EXPENDITURES	1,936,000	2,532,000
DIFFERENCE	45,000	(0)

The rate study anticipated \$1,981,000 in revenues and \$1,936,000 in expenditures leaving a surplus of \$45,000. The proposed budget has anticipated revenues and expenditures of \$2,532,000 leaving no surplus or deficit.

Projected Professional Services are higher than included in the rate study because \$51,000 has been added for continued use of Balance Public Relations to assist the District receive financing (grants and low income loans) for needed capital projects.

This budget includes \$25,000 for a camera survey and hydro-cleaning of 5% of our wastewater lines which was not anticipated in the Rate Study.

This budget also includes \$551,000 for major maintenance as shown on page 25. This is \$36,000 higher than the budget presented in April. This resulted from an increase of \$126,000 in the cost of the purchase and installation of the influent screen, a reduction of \$45,000 for hand rails, elimination of \$30,000 for cathodic protection, and a reduction of \$15,000 for replacement of the grit pumps. The funds budgeted in Fiscal Year 2015-16 for purchase of the influent screen had to be used for emergency repairs necessitating that it be carried over into the Fiscal Year 2016-17 budget. This major maintenance will be funded with loans from the General Fund which will be repaid using some of the annual "maintenance funds" collected from the increased wastewater rates. The increased rates are designed to provide an additional \$250,000 per year for maintenance but staff believes that maintenance efforts can be restricted to no more than \$175,000 leaving about \$75,000 per year to repay the loan. The Water and Wastewater Ad Hoc

Committee supports this approach to resolving these immediate needs for major maintenance at the wastewater plant.

General Fund Analysis. The preliminary budget for the General Fund is balanced as shown below.

<u>GENERAL FUND</u>	<u>REVENUES</u>	<u>EXPENDITURES</u>	<u>CHANGE TO FUND BALANCE</u>
<u>DEPARTMENTS:</u>			
FIRE	2,027,058	2,027,059	(0)
F&R	619,948	619,948	0
P&R	161,602	161,602	0
ADMIN	1,786,690	1,786,690	0
TOTAL GF	4,595,298	4,595,299	(0)

Fire Department. The budget for the Fire Department includes 3 additional firefighters hired under the Safer Grant Program. The projected revenues for the Fiscal Year include \$167,628 in Safer grant reimbursements for these additional firefighters.

Staff recommends purchasing a new first out fire truck this year. We have a proposal for the truck for approximately \$620,000. The proposed budget assumes we will finance the truck over five years and includes \$134,340 for the first annual payment.

The Fire Department needs to replace all Personal Protective Equipment (PPE) for all fire fighters. There are two sets of PPE: one for fighting structure fires and one for fighting wildland fires. The cost to replace one set of PPE for structure fires is \$2,380. The cost to replace one set of PPE for wildland fires is \$525. We need 25 sets for the entire Fire Department which will cost \$72,625. Those costs have not been included in this budget because the District is applying for grants to pay for these purchases. Once it is known exactly how much of our requirements will be funded by grants, the remaining costs will be requested as an augment to this budget

Facilities and Resources Department. The projected revenues for the Fiscal Year for the Facilities and Resources Department are \$32,300 less than last year. Last year's budget included \$60,000 for a grant to purchase trash containers for Main Street. That revenue is not available this year. However, Vet's Hall rental revenues are expected to exceed last year's budget by \$7,845 because of a policy change that drastically reduced the fee waivers that were previously being granted. The projected expenditures for the Fiscal Year for Facilities and Resources are \$9,033 less than last year. Increases in personnel costs of \$62,248 and overhead costs of \$5,180 were more than offset by the decrease in capital expenditures of \$72,000. Personnel costs are greater this year because there was a vacancy for much of the year last year which has been filled. The \$72,000 that was budgeted for trash containers last year is not required this year.

Parks and Recreation Department. The projected revenues for the Fiscal Year for Parks and Recreation Department are \$161,602. That includes \$135,486 from what is left of the Proposition 1A Reserve Funds that have been committed to the East Ranch Improvement Project. The projected expenditures for the Fiscal Year Budget for Parks and Recreation are \$161,602. This is

primarily due to projected expenditures of \$135,486 for the East Ranch Improvement Project but also includes \$10,000 for demolition and removal of the old Phyllips house on the East Ranch.

Administration Department. The projected revenues for the Fiscal Year for the Administrative Department are \$157,371 more than last fiscal year. Increases in property taxes of \$216,876 were partially offset by a decrease of \$57,031 for state mandated costs reimbursements. The proposed expenditures for Fiscal Year 16-17 for the Administrative Department are \$231,598 more than last fiscal year. This increase is primarily due to increases in personnel costs of \$181,974 and capital project expenditures of \$40,000. Last year, two part-time Admin Tech 2 positions that were originally included in the budget were not filled. As a result, at the mid-year budget review, the personnel budget was reduced by almost \$100,000 to reflect those vacancies. The additional \$82,000 being budgeted this year reflects changing both of those part-time positions to full time positions and Cost of Living salary increases for those Admin staff who are members of SEIU. Also in the original budget last year, \$37,500 was included for capital equipment but at the mid-year budget review it was recognized that those expenditures were not going to be made so the budget for last year was reduced to zero at that time.

CONCLUSION:

The **Water Fund** has a total projected deficit of \$65,510 as follows:

Department Operating Budget	34,247
SWF Operations Budget	(116,400)
SWF Capital Cost Recovery Budget	16,644
TOTAL WATER FUND	<u>(65,509)</u>

The **Wastewater Fund** is essentially balanced and no contribution to or from the Fund Balance is projected at this time. The budget includes \$551,000 in capital expenditures and \$244,403 in debt service.

The **General Fund** is essentially balanced and no contribution to or from the General Fund's Fund Balance is projected at this time.

Major maintenance and capital improvement projects in all three funds (General Fund, Water Fund and Wastewater Fund) have been deferred for many years. As a result of the poor condition of both plants (water and wastewater) and their associated delivery and collection systems, the District now experiences equipment failures requiring expensive emergency corrective action. This is a problem that has been developing for years and it gets worse each year. The rate study conducted in 2015 partially addressed this issue by providing \$100,000 each year in the Water Fund to allow that fund to borrow \$1,000,000 immediately to pay for crucial infrastructure improvements including the replacement of the Fiscalini Water tank. However, that rate study did not provide any funding for infrastructure improvements in the Wastewater Fund.

An immediate comprehensive rate study of the Wastewater facility is essential to catalog all existing infrastructure, machinery and equipment and to develop realistic repair and replacement schedules as well as ongoing maintenance requirements. Rates charged for Wastewater services must be examined and appropriate rates determined to provide for efficient and effective service delivery.

It is again that time of the year for me to thank all the staff at the CCSD for their dedication and hard work this past year. The Water Department staff operated the SWF plant successfully and continues to operate the regular plant in an outstanding manner. The Wastewater staff has operated short staffed and without a permanent supervisor for much of the year and continues to deal with crisis situations in a professional and exemplary manner. Administrative functions were understaffed during much of the year but all necessary work was accomplished due to the dedication of the staff we did have. And the firefighters in the Fire Department rallied around a temporary Fire Chief to continue providing all fire prevention and emergency medical services while transitioning to a new fire chief.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Jerry Gruber".

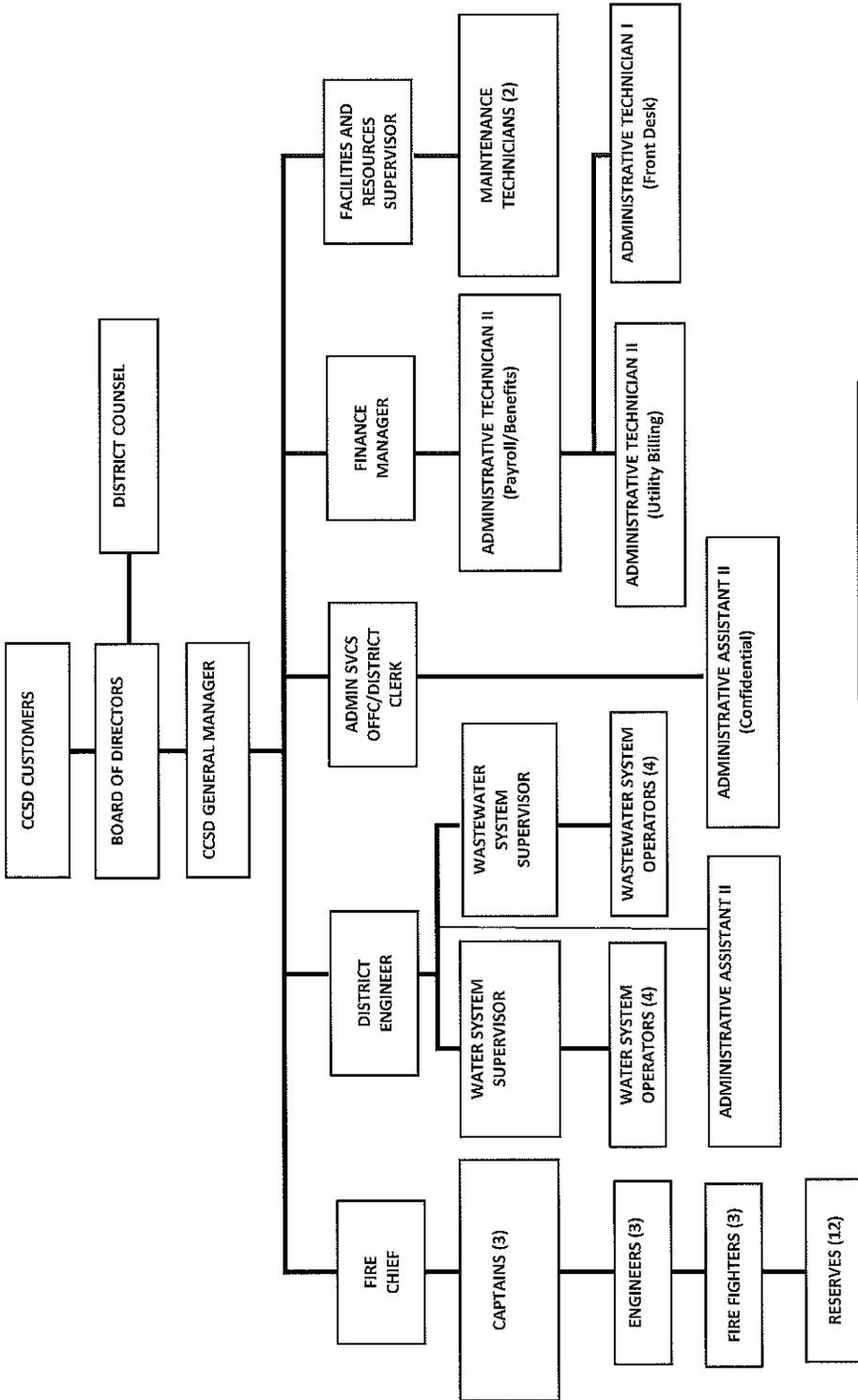
Jerry Gruber
General Manager
Cambria Community Services District

**Cambria Community Services District
Fiscal Year 2016- 2017 Budget**

Table of Contents

Organizational Chart	1
Budget Summaries	
Water Fund Operations	2
Water Fund SWF Operations	3
Water Fund Santa Rosa Creek Capital Project	4
Water Fund SWF Capital Project	5
Wastewater Fund	6
General Fund: Fire Department	7
General Fund: Facilities & Resources Department	8
General Fund: Park & Recreation Department	9
General Fund: Administration Department	10
Budget Details	
Water Fund Operations	11
Water Fund SWF Operations	16
Water Fund SWF Capital Cost Recovery	17
Water Fund Capital Project: Santa Rosa Creek	18
Water Fund Capital Project: Sustainable Water Facility	19
Wastewater Fund	21
General Fund: Fire Department	26
General Fund: Facilities & Resources Department	30
General Fund: Park & Recreation Department	33
General Fund: Administration Department	35

CCSD BUDGETED ORGANIZATIONAL CHART FISCAL YEAR 2016-2017



1

Staffing Plan

Directors:	5
Employees:	
Full Time	32 (32.0 Full Time Equivalent)
Part-Time	12 (3.0 Full Time Equivalent)
Total	44 (35.0 Full Time Equivalent)

New Positions

- 3 Fire Fighters funded by SAFER Grant

Changed Positions

- Confidential Admin Assistant (24 hours per week) changed to 40 hours per week
- Admin Tech I (Front Desk)(28 hours per week) changed to 40 hours per week
- Admin Tech II (Office Support)(24 hours per week) changed to 40 hours per week

Deleted Positions

- Admin Tech I (Office Support) (16 hrs per week)

CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
WATER FUND - OPERATIONS SUMMARY

ACCOUNT DESCRIPTION	FISCAL YEAR	ACTUAL	PROPOSED
	2015/2016 BUDGET	AS OF 5/31/16	FISCAL YEAR 2016/2017 BUDGET
OPERATING REVENUES			
SERVICE FEES	1,555,700	1,363,533	1,937,000
STANDBY AVAILABILITY	127,000	175,700	178,000
ACCOUNT SERVICE FEES	24,700	23,516	31,600
LATE FEES	30,500	36,184	40,154
ADMIN FEES	-	25,999	3,290
INTEREST INCOME	-	-	-
PROCEEDS FROM DEBT	-	-	660,000
OTHER	14,000	31,053	20,000
RESOURCE CONSERVATION	97,700	88,363	98,500
TOTAL OPERATING REVENUES	1,849,600	1,744,348	2,968,543
OPERATING EXPENDITURES			
SALARIES & WAGES	355,895	393,749	384,364
PAYROLL TAXES & BENEFITS	315,688	265,515	335,550
MAINTENANCE & REPAIR-DELIVERY SYSTEM	222,800	231,602	195,300
MAINTENANCE & REPAIR-PLANT	-	1,402	40,000
MAINTENANCE & REPAIR-VEHICLES & EQUIP	39,000	29,309	25,000
MAJOR MAINTENANCE	-	-	3,360
OFFICE SUPPLIES & EQUIPMENT	22,200	18,889	23,300
GOVERNMENT FEES, DUES, PUBLICATIONS	55,000	40,155	50,000
UTILITIES	142,300	110,004	136,100
BAD DEBT & CLAIMS	2,800	1,408	2,800
PROFESSIONAL SERVICES	93,800	68,528	160,000
LEASE-WELL SITE	36,100	36,727	36,200
OPERATING SUPPLIES & EQUIPMENT	47,350	40,332	54,550
TRAINING/TRAVEL & RECRUITMENT	5,400	1,858	4,900
PUBLIC OUTREACH & EDUCATION	1,250	299	1,250
DEBT SERVICE	9,097	285	54,804
CAPITAL OUTLAY	45,800	64,132	794,401
RESOURCE CONSERVATION PROGRAMS	87,563	55,878	50,000
ALLOCATED OVERHEAD	610,216	559,365	582,418
TOTAL OPERATING EXPENDITURES	2,092,259	1,919,436	2,934,297
OPERATING REVENUE & DEBT PROCEEDS			
LESS EXPENDITURES	(242,659)	(175,089)	34,247

**CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
WATER FUND - SUSTAINABLE WATER FACILITY OPERATIONS
SUMMARY**

	<u>REVENUES</u>	<u>EXPENDITURES</u>	<u>NET</u>
CAPITAL COST RECOVERY	847,000	830,356	16,644
PLANT OPERATIONS	105,000	221,400	(116,400)
COMBINED	<u>952,000</u>	<u>1,051,756</u>	<u>(99,756)</u>

**CAMBRIA COMMUNITY SERVICES DISTRICT
FISCAL YEAR 2016 - 2017 CAPITAL PROJECTS BUDGET
SANTA ROSA CREEK CAPITAL PROJECT**

	Approved Budget <u>FY 2015/16</u>	Already Incurred <u>5/31/2016</u>	<u>Projected</u>	Grand <u>Total</u>	Proposed Budget <u>Authority</u>
REVENUES	307,876	248,246	59,630	307,876	307,876
EXPENDITURES	394,134	390,832	10,000	400,832	400,832
DIFFERENCE	<u>(86,258)</u>	<u>(142,586)</u>	<u>49,630</u>	<u>(92,956)</u>	<u>(92,956)</u>

**CAMBRIA COMMUNITY SERVICES DISTRICT
FISCAL YEAR 2016 - 2017
SUSTAINABLE WATER FACILITY CAPITAL PROJECT
SUMMARY**

	Approved Budget <u>FY 2015/16</u>	Already Incurred <u>5/31/2016</u>	<u>Projected</u>	Grand <u>Total</u>
REVENUES	13,321,256	13,102,142	219,113	13,321,255
EXPENDITURES				
CDM SMITH TASK ORDERS	2,786,818	2,554,227	232,591	2,786,818
DESIGN BUILD COSTS: CDM CONSTRUCTORS	7,366,742	7,366,742	-	7,366,742
COASTAL DEVELOPMENT PERMIT	1,350,080	533	1,349,547	1,350,080
PROFESSIONAL SERVICES	560,699	535,699	25,000	560,699
START-UP COSTS	412,023	372,953	39,070	412,023
OTHER COSTS	433,747	240,747	193,000	433,747
TOTAL EXPENDITURES	12,910,109	11,070,901	1,839,208	12,910,109
DIFFERENCE	411,147	2,031,241	(1,620,095)	411,146

CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
WASTEWATER FUND - OPERATIONS SUMMARY

ACCOUNT DESCRIPTION	FISCAL YEAR 2015/2016 BUDGET	ACTUAL AS OF 5/31/16	PROPOSED FISCAL YEAR 2016/2017 BUDGET
OPERATING REVENUES			
SERVICE FEES	1,777,800	1,482,648	1,860,000
STANDBY AVAILABILITY	117,300	114,217	119,000
INTEREST INCOME	1,300	-	2,000
LOAN PROCEEDS	-	-	551,000
TOTAL OPERATING REVENUES	1,896,400	1,596,865	2,532,000
OPERATING EXPENDITURES			
SALARIES & WAGES	309,100	285,626	420,810
PAYROLL TAXES & BENEFITS	264,300	238,464	261,635
MAINTENANCE & REPAIR-COLLECTION SYSTEM	40,000	51,239	76,500
MAINTENANCE & REPAIR-PLANT	201,500	196,977	40,000
MAINTENANCE & REPAIR-GROUNDS	4,600	17,638	9,000
MAINTENANCE & REPAIR-VEHICLES & EQUIP	11,700	20,724	19,000
MAJOR MAINTENANCE	4,900	13,583	2,784
SLUDGE DISPOSAL	50,600	43,705	79,000
OFFICE SUPPLIES & EQUIPMENT	16,200	14,912	20,400
GOVERNMENT FEES, DUES, PUBLICATIONS	94,500	91,332	92,500
UTILITIES	183,900	162,784	163,700
PROFESSIONAL SERVICES	90,000	101,046	68,700
OPERATING SUPPLIES & EQUIPMENT	49,400	42,388	47,900
TRAINING/TRAVEL & RECRUITMENT	4,800	4,725	4,800
PUBLIC OUTREACH & EDUCATION	100	172	100
DEBT SERVICE	343,945	178,880	244,403
CAPITAL OUTLAY	48,000	8,000	551,000
ALLOCATED OVERHEAD	419,345	384,400	429,768
TOTAL OPERATING EXPENDITURES	2,136,890	1,856,595	2,532,000
OPERATING REVENUES & DEBT PROCEEDS			
LESS EXPENDITURES	(240,490)	(259,730)	(0)

**CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
GENERAL FUND - FIRE DEPARTMENT SUMMARY**

ACCOUNT DESCRIPTION	FISCAL YEAR 2015/2016 BUDGET	ACTUAL AS OF 5/31/16	PROPOSED FISCAL YEAR 2016/2017 BUDGET
OPERATING REVENUES			
PROPERTY TAXES	1,245,400	1,141,617	1,389,651
FIRE BENEFIT ASSESSMENT	434,000	418,570	442,680
WEED ABATEMENT/FUEL REDUCTION	11,500	16,859	11,500
MUTUAL AID/INSPECTION FEES	1,000	-	1,000
INTEREST INCOME	100	-	100
GRANT/DONATION REVENUE	90,000	62,687	167,628
OTHER	14,500	14,973	14,500
	<u>1,796,500</u>	<u>1,654,706</u>	<u>2,027,059</u>
OPERATING EXPENDITURES			
SALARIES & WAGES	699,100	629,540	916,797
PAYROLL TAXES & BENEFITS	395,000	360,741	470,273
INSURANCE & OTHER SERVICES	900	203	600
MAINTENANCE & REPAIR	74,500	47,859	66,500
OFFICE SUPPLIES & EQUIPMENT	9,200	5,121	8,500
GOVERNMENT FEES, DUES, PUBLICATIONS	40,000	39,837	43,500
UTILITIES	17,300	15,384	13,200
PROFESSIONAL SERVICES	243,200	167,650	36,200
CLAIMS	-	-	-
FUEL HAZARD CONTRACT	-	-	-
OPERATING SUPPLIES & EQUIPMENT	127,200	103,594	65,300
SURF RESCUE/NCOR	5,000	2,019	5,000
GRANT EXPENDITURES	-	-	-
TRAINING/TRAVEL & RECRUITMENT	48,000	19,547	24,300
PUBLIC OUTREACH & EDUCATION	1,500	1,208	1,500
EQUIPMENT LEASE	-	-	-
DEBT SERVICE	14,894	940	9,592
CAPITAL OUTLAY	11,000	-	152,390
ALLOCATED OVERHEAD	201,252	184,481	213,407
	<u>1,888,046</u>	<u>1,578,124</u>	<u>2,027,059</u>
OPERATING REVENUE LESS EXPENDITURES	<u><u>(91,546)</u></u>	<u><u>76,582</u></u>	<u><u>(0)</u></u>

CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
GENERAL FUND - FACILITIES & RESOURCES DEPARTMENT SUMMARY

ACCOUNT DESCRIPTION	FISCAL YEAR 2015/2016 BUDGET	ACTUAL AS OF 5/31/16	PROPOSED FISCAL YEAR 2016/2017 BUDGET
OPERATING REVENUES			
PROPERTY TAXES	561,863	515,041	581,748
VETERAN'S HALL RENT	30,085	23,341	30,000
OTHER RENTS	300	3,845	6,200
GRANTS	60,000	59,416	-
OTHER	-	13,724	2,000
TOTAL OPERATING REVENUES	<u>652,248</u>	<u>615,367</u>	<u>619,948</u>
OPERATING EXPENDITURES			
SALARIES & WAGES	151,961	135,278	194,841
PAYROLL TAXES & BENEFITS	138,314	128,597	157,682
MAINTENANCE & REPAIRS-VETERAN'S HALL	12,000	7,465	12,000
MAINTENANCE & REPAIRS-OTHER	86,170	18,323	86,340
UTILITIES	34,446	29,553	30,050
PROFESSIONAL SERVICES	6,500	4,634	3,120
OTHER	24,746	20,296	25,000
TRAINING/TRAVEL & RECRUITMENT	500	635	600
DEBT SERVICE	16,418	-	19,209
CAPITAL OUTLAY	72,000	67,556	-
ALLOCATED OVERHEAD	85,926	78,766	91,106
TOTAL OPERATING EXPENDITURES	<u>628,981</u>	<u>491,103</u>	<u>619,948</u>
OPERATING REVENUE LESS EXPENDITURES	<u><u>23,267</u></u>	<u><u>124,265</u></u>	<u><u>-</u></u>

**CAMBRIA COMMUNITY SERVICES DISTRICT
 FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
 GENERAL FUND - PARK & RECREATION DEPARTMENT SUMMARY**

ACCOUNT DESCRIPTION	FISCAL YEAR 2015/2016 BUDGET	ACTUAL AS OF 5/31/16	PROPOSED FISCAL YEAR 2016/2017 BUDGET
OPERATING REVENUES			
PROPOSITION 1A RESERVE	135,486	-	135,486
PROPERTY TAXES	27,676	25,370	25,611
OTHER	505	851	505
	<u>163,667</u>	<u>26,221</u>	<u>161,602</u>
TOTAL OPERATING REVENUES	163,667	26,221	161,602
OPERATING EXPENDITURES			
PUBLIC OUTREACH /EDUCATION	1,268	799	-
PROFESSIONAL SERVICES	500	-	500
CAPITAL OUTLAY	175,236	20,750	145,486
ALLOCATED OVERHEAD	16,413	-	15,616
	<u>193,417</u>	<u>21,549</u>	<u>161,602</u>
TOTAL OPERATING EXPENDITURES	193,417	21,549	161,602
OPERATING REVENUES LESS EXPENDITURES	<u>(29,750)</u>	<u>4,672</u>	<u>-</u>

**CAMBRIA COMMUNITY SERVICES DISTRICT
 FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
 GENERAL FUND - ADMINISTRATION DEPARTMENT SUMMARY**

ACCOUNT DESCRIPTION	FISCAL YEAR	ACTUAL	PROPOSED
	2015/2016 BUDGET	AS OF 5/31/16	FISCAL YEAR 2016/2017 BUDGET
OPERATING REVENUES			
ADMINISTRATIVE OVERHEAD CHARGES	1,334,743	1,112,286	1,332,316
PROPERTY TAXES	157,748	144,602	374,624
INTEREST INCOME	4,000	1,590	4,000
SERVICE FEES	378	459	400
FRANCHISE FEES	72,400	79,132	72,400
OTHER	60,050	63,710	2,950
TOTAL OPERATING REVENUES	1,629,319	1,401,779	1,786,690
OPERATING EXPENDITURES			
SALARIES & WAGES	562,218	521,523	732,692
PAYROLL TAXES & BENEFITS	448,420	330,378	460,016
INSURANCE & CLAIMS	70,000	65,037	69,000
MAINTENANCE & REPAIRS	85,060	73,118	85,900
OFFICE SUPPLIES & EQUIPMENT	28,500	21,929	28,800
GOVERNMENT FEES, DUES, PUBLICATIONS	49,000	37,335	47,000
UTILITIES	22,800	18,291	46,804
DISTRICT OFFICE RENT	38,186	35,003	38,186
PROFESSIONAL SERVICES	207,000	219,610	192,720
TRAINING/TRAVEL & RECRUITMENT	31,000	21,744	32,400
PUBLIC OUTREACH & EDUCATION	3,178	159	3,600
CAPITAL OUTLAY	-	-	40,000
DEBT SERVICE	9,730	491	9,572
TOTAL OPERATING EXPENDITURES	1,555,092	1,344,618	1,786,690
OPERATING REVENUE LESS EXPENDITURES	74,227	57,161	-
TRANSFER (TO) OR FROM FUND BALANCE	(74,227)	(57,161)	-
NET RESULTS OF OPERATIONS	-	-	-

CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
WATER OPERATIONS DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR	ACTUAL	PROPOSED
		2015/2016 BUDGET	AS OF 5/31/16	FISCAL YEAR 2016/2017 BUDGET
REVENUES				
11 4000	Sales	1,291,500	1,232,217	1,937,000
11 4000 11	Adjustments	(46,600)	(480)	-
11 4023 11	Penalty/Surchg	310,800	131,796	-
	SALES	1,555,700	1,363,533	1,937,000
11 4200 11	INTEREST INCOME			-
11 4007 11	Returned Check Fee	400	480	600
11 4008 11	Account Setup/Close Fees	10,900	10,433	15,000
11 4373 11	Inspection Fees	13,400	12,603	16,000
	ACCOUNT SERVICE FEES	24,700	23,516	31,600
11 4124 11	Assignment Fees		4,000	3,290
	ADMINISTRATIVE FEES	-	25,999	3,290
11 4010 11	Penalties	30,300	36,138	40,000
11 4011 11	Service Disconnect/Reconnect	200	46	154
	LATE FEES	30,500	36,184	40,154
11 4360 11	STANDBY AVAILABILITY	127,000	175,700	178,000
11 4100 11	Connect Rev - SFR	14,000	22,118	20,000
11 4120 11	Connect Rev - COM		7,095	
	OTHER	14,000	31,053	20,000
PROCEEDS FROM DEBT		-	-	660,000
RESOURCE CONSERVATION				
11 4050 10	ADMIN FEES	-	63	500
11 4101 10	WAIT LIST FEES	55,000	52,826	55,000
11 4110 10	REMODEL FEES	21,900	29,474	25,000
11 4122 10	RETRO FIT IN-LIEU FEES	9,000	2,500	5,000
11 4124 10	ASSIGNMENT FEES	3,000	3,500	5,000
11 4200 10	INTEREST INCOME	800	-	-
11 1020 10	VOLUNTARY LOT MERGER	8,000	-	8,000
SUB-TOTAL RESOURCE CONSERVATION		97,700	88,363	98,500

CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
WATER OPERATIONS DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR	ACTUAL	PROPOSED
		2015/2016 BUDGET	AS OF 5/31/16	FISCAL YEAR 2016/2017 BUDGET
TOTAL REVENUES		1,849,600	1,744,348	2,968,544
EXPENDITURES				
11 5000 11	Salary & Wages	304,039	341,304	341,114
11 5010 11	Overtime	35,056	36,345	25,000
11 5020 11	Standby Pay	16,800	16,100	18,250
SUB-TOTAL SALARY & WAGES		<u>355,895</u>	<u>393,749</u>	<u>384,364</u>
11 5101 11	Uniform Allowance	2,033	2,033	2,000
11 5102 11	Dental & Life	6,790	6,832	7,360
11 5103 11	Health Insurance	59,762	35,348	80,369
11 5105 11	Life	479	445	-
11 5106 11	FICA	22,904	23,120	26,691
11 5107 11	Medicare	6,228	5,843	6,461
11 5108 11	Workers' Comp	31,307	30,679	21,918
11 5109 11	Retirement	139,398	119,363	137,967
11 5120 11	457 Match	1,560	1,440	4,256
11 5121 11	Retirees' Health	35,647	31,442	41,508
11 5122 11	Medical Reimbursement	9,580	8,970	7,020
SUB-TOTAL BENEFITS		<u>315,688</u>	<u>265,515</u>	<u>335,550</u>
PERSONNEL COSTS		671,583	659,264	719,914
11 6010 11	Ads-Legal	400	188	400
11 6011 11	Public Information	850	111	850
	OUTREACH / EDUCATION	<u>1,250</u>	<u>299</u>	<u>1,250</u>
11 6031D 11	M&R-Water Distribution	40,100	41,190	40,100
11 6031F 11	M&R-Fire Hydrants	2,200	3,131	2,200
11 6031G 11	M&R-Generators	1,000		1,000
11 6031L 11	M&R-Water Leimert	16,000	34,094	15,000
11 6031M 11	M&R-Meters	2,500	289	10,000
11 6031P 11	M&R-Pumps	4,000	4,243	4,000
11 6031Q 11	M&R-SR 3 Well	18,000	9,207	6,000
11 6031R 11	M&R-SR 4	46,000	46,810	50,000
11 6031S 11	M&R-Storage	29,000	34,602	20,000
11 6031T 11	M&R-Treatment	20,000	32,822	20,000

CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
WATER OPERATIONS DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR	ACTUAL	PROPOSED
		2015/2016 BUDGET	AS OF 5/31/16	FISCAL YEAR 2016/2017 BUDGET
11 6031V 11	M&R-Valves	8,000	7,296	6,000
11 6031W 11	M&R-Wells	30,000	9,034	15,000
11 6031Y 11	M&R-Yard	6,000	8,884	6,000
	DELIVERY SYSTEM REPAIRS	222,800	231,602	195,300
11 6033B 11	M&R-Buildings		63	20,000
11 6033G 11	M&R-Grounds		1,339	20,000
	PLANT REPAIRS	-	1,402	40,000
11 6035 11	Cathodic Protection			3,360
	MAJOR MAINTENANCE	-	-	3,360
11 6040 11	M&R-Equipment	1,000	589	1,000
11 6041L 11	M&R-Vehicles-Licensed	5,000	3,511	5,000
11 6041N 11	M&R-Vehicles-Non Licensed	2,000	751	2,000
11 6063 11	Communication Equipment	31,000	24,458	17,000
	VEHICLE & EQUIPMENT REPA	39,000	29,309	25,000
11 6044 11	Computer Services	7,000	5,676	7,000
11 6045 11	Computer Supplies & Upgrades	400	838	1,500
11 6050 11	Office Supplies	2,800	1,663	2,800
11 6051 11	Postage	9,000	7,593	9,000
11 6053 11	Printing/Forms	3,000	3,119	3,000
	OFFICE SUPPLIES & EQUIP	22,200	18,889	23,300
11 6054 11	Dues & Publications	15,000	12,725	15,000
11 6055 11	Gov't Fees & Licenses	40,000	27,430	35,000
	GOVERNMENT FEES & DUES	55,000	40,155	50,000
11 6059 11	Bad Debt	2,800	1,408	2,800
	BAD DEBT & CLAIMS	2,800	1,408	2,800
11 6060C 11	Utilities-Wireless	1,300	1,239	1,300
11 6060E 11	Utilities-Electricity	132,200	101,986	132,200
11 6060G 11	Utilities-Gas	1,200		1,200
11 6060I 11	Utilities-Internet	1,400	1,208	-
11 6060P 11	Utilities-Telephone	4,800	4,450	-
11 6060S 11	Utilities-Sewer	1,300	1,066	1,300
11 6060W 11	Utilities-Water	100	55	100

CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
WATER OPERATIONS DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR	ACTUAL	PROPOSED
		2015/2016 BUDGET	AS OF 5/31/16	FISCAL YEAR 2016/2017 BUDGET
	UTILITIES	142,300	110,004	136,100
11 6078 11	LEASE-WELL SITE	36,100	36,727	36,200
11 6080E 11	Engineering	5,900	-	6,000
11 6080K 11	District Counsel	16,000	29,545	11,520
11 6080L 11	Legal	200	3,086	12,480
11 6080M 11	Rate Fee Study		14,000	-
11 6080M 11	Advocate	34,700	21,693	55,000
11 6080M 11	Other	37,000	-	75,000
11 6080M 11	PIO or Public Relations Specialist			-
11 6086 11	Outside Services		204	-
	PROFESSIONAL SERVICES	93,800	68,528	160,000
11 6048 11	Security & Safety		2,795	-
11 6090 11	Operating Supplies	10,000	6,694	11,000
11 6091 11	Lab Tests	10,000	8,502	15,000
11 6092 11	Lab Supplies	3,500	543	3,500
11 6093 11	Small Tools/Equip	5,000	4,354	5,000
11 6094 11	Clothing/Uniforms	6,800	6,441	8,000
11 6095 11	Office Furniture/Equipment	50		50
11 6096 11	Fuel	12,000	11,003	12,000
	OP SUPPLIES/EQUIPMENT	47,350	40,332	54,550
11 6115 11	Meeting Expense	1,000	929	1,000
11 6120D 11	Director Travel	1,000		1,000
11 6120E 11	Employee Travel/Training	1,900	929	1,900
11 6125 11	Recruitment	1,500		1,000
	TRAINING & TRAVEL	5,400	1,858	4,900
11 6170 11	Fiscalini Tank Project	45,800	64,132	660,000
11 6170 11	Stuart Street Tank Repair			20,000
11 6170 11	See List			114,401
	CAPITAL PROJECTS	45,800	64,132	794,401
11 6180G 11	Interest-Truck	564	285	286
11 2515 11	Principal-Truck	8,533		8,811
	Principal/Int			45,707
	DEBT SERVICE	9,097	285	54,804

**CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
WATER OPERATIONS DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2015/2016 BUDGET	ACTUAL AS OF 5/31/16	PROPOSED FISCAL YEAR 2016/2017 BUDGET
RESOURCE CONSERVATION				
11 5000 10	Salary & Wages	21,174	18,176	-
11 5100 10	Benefits	16,389	5,695	-
	SALARIES & BENEFITS	<u>37,563</u>	<u>23,871</u>	<u>-</u>
11 6080K 10	Professional Services-District Counsel		296	0
11 6080M 10	Professional Services-Other		31,864	0
	PROFESSIONAL SERVICES	0	<u>32,160</u>	<u>0</u>
11 6080V 10	VOL. LOT MERGER PROGRAM	50,000	679	50,000
SUB-TOTAL RESOURCE CONSERVATION		<u>87,563</u>	<u>55,878</u>	<u>50,000</u>
SUBTOTAL OPERATING EXPENDITURES		1,482,043	1,360,072	2,351,879
11 6200 11	ALLOCATED OVERHEAD	610,216	559,365	582,418
TOTAL EXPENDITURES		2,092,259	1,919,436	2,934,297
NET OPERATING INCOME/(LOSS)		<u>(242,659)</u>	<u>(175,088)</u>	<u>34,247</u>

FY 16-17 CAPITAL PROJECTS

1. SCADA FOR SAN SIMEON WELL FIELD	81,901
2. RODEO GROUNDS PUMP STATION PIPING (ENGINEERING ONLY)	25,000
5. GIS	7,500
	<u>114,401</u>

**CAMBRIA COMMUNITY SERVICES DISTRICT
 FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
 WATER FUND - SUSTAINABLE WATER FACILITY
 OPERATIONS BUDGET
 PLANT OPERATING FOR 3 MONTHS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2015/2016 BUDGET	ACTUAL AS OF 5/31/16	PROPOSED FISCAL YEAR 2016/2017 BUDGET
REVENUES				
39 4061 11	TOTAL EWS USAGE CHARGE	69,500	87,103	105,000
TOTAL REVENUES		69,500	87,103	105,000
EXPENDITURES				
39 5000 11	SALARY & WAGES	45,100	30,100	27,000
39 6031Z 11	MAINTENANCE	7,000	25,702	20,000
39 6060E11	UTILITIES (ELECTRIC)	14,900	9,841	10,500
39 6091B11	OPERATING SUPPLIES	2,000	1,505	2,000
39 6091F 11	REMOTE SYSTEM MONITORING	15,500	9,547	20,000
39 6091 11	DISPOSAL OF SEPTIC WASTE		-	3,600
39 6091G11	CALIBRATION / SENSOR CLEAN	13,300	12,468	28,000
39 6091H11	LAB TESTING	75,000	99,305	80,000
39 661211	ADVERTISING/LEGAL NOTICE	300	149	300
	TOTAL OPERATING COSTS	173,100	188,617	191,400
39 6829S11	START UP/SHUT DOWN COSTS	31,600	4,691	30,000
TOTAL EXPENDITURES		204,700	193,308	221,400
NET REVENUE LESS EXPENDITURES		(135,200)	(106,205)	(116,400)

**CAMBRIA COMMUNITY SERVICES DISTRICT
 FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
 WATER FUND - SUSTAINABLE WATER FACILITY
 CAPITAL COST RECOVERY
 PLANT NOT OPERATING FOR 9 MONTHS**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2015/2016 BUDGET	ACTUAL AS OF 5/31/16	PROPOSED FISCAL YEAR 2016/2017 BUDGET
REVENUES				
39 4041 11	TOTAL BASE CHARGE	361,000	303,945	364,000
39 4051 11	TOTAL EWS USAGE CHARGE	514,000	372,391	483,000
TOTAL REVENUES		875,000	676,336	847,000
EXPENDITURES				
	GROSS REGULAR WAGES	24,600	21,500	24,231
39 6055 11	Govt Fees & Licenses		16,654	17,000
39 6080K11	PROF SVCS: COUNSEL	16,800	24,173	15,000
39 6080L11	PROF SVCS: LEGAL	15,000	50,878	15,000
39 6091E 11	Remote Monitoring	16,700	9,548	-
39 6060E 11	UTILITIES	16,900	21,692	27,000
39 6090 11	Operating Supplies	5,300	3,524	1,000
	AWTP SYSTEM OPERATIONS	<u>70,700</u>	<u>126,469</u>	<u>75,000</u>
39 6180G 11	Interest-Bank Loan	358,100	358,137	345,564
11 2513 11	Principal-Bank Loan	304,200	152,500	313,861
39 6829MD 11	Performance Bond	54,000	79,479	71,700
	DEBT SERVICE	<u>716,300</u>	<u>590,116</u>	<u>731,125</u>
TOTAL EXPENDITURES		811,600	738,085	830,356
NET OPERATING INCOME/(LOSS)		<u><u>63,400</u></u>	<u><u>(61,749)</u></u>	<u><u>16,644</u></u>

**CAMBRIA COMMUNITY SERVICES DISTRICT
FISCAL YEAR 2016 - 2017 WATER FUND CAPITAL PROJECTS BUDGET
SANTA ROSA CREEK PROJECT**

	<u>Approved Budget 6/25/2015</u>	<u>Already Received 4/30/2016</u>	<u>Projected Receipts</u>	<u>Grand Total</u>	<u>Adopted Budget Authority</u>
Revenues					
Drinking Water Drought Grant (\$300,000 requested)	\$307,876	\$248,246	\$59,630	\$307,876	\$307,876
Subtotal of One-Time Revenues	\$307,876	\$248,246	\$59,630	\$307,876	\$307,876

	<u>Approved Budget 6/25/2015</u>	<u>Already Spent 4/30/2016</u>	<u>Projected Expenditures</u>	<u>Grand Total</u>	<u>Proposed Budget Authority</u>
Expenditures					
General Costs	\$36,461	\$35,411	\$0	\$35,411	\$35,411
Environmental Clearances; Biological Monitoring; Etc.	\$666	\$666	\$0	\$666	\$666
Permitting	\$5,483	\$5,483	\$0	\$5,483	\$5,483
Construction (SR1; SR3; Filtronic; etc.)	\$299,521	\$315,717	\$0	\$315,717	\$315,717
Design & Construct Contracts	\$11,831	\$13,012	\$0	\$13,012	\$13,012
Post Construction	\$172	\$172	\$0	\$172	\$172
Replace Filtronic Filter Media	\$40,000	\$20,371	\$10,000	\$30,371	\$30,371
Subtotal of One-Time Expenditures	\$394,134	\$390,832	\$10,000	\$400,832	\$400,832

TRANSFER FROM WATER FUND RESERVES \$92,956

**CAMBRIA COMMUNITY SERVICES DISTRICT
FISCAL YEAR 2016 - 2017 CAPITAL PROJECTS BUDGET
WATER FUND SUSTAINABLE WATER FACILITY (SWF)**

SWF ONE-TIME REVENUES	Approved Budget FY 2015/16	Already Received 4/30/2016	Projected Receipts	Grand Total	Proposed Budget Authority	Proposed Change
Loan (Installment Sale)	\$8,939,000	\$8,939,000		\$8,939,000	\$8,939,000	\$0
Proposition 84 IRWM Project	4,382,256	4,163,142	219,113	4,382,255	4,382,256	\$0
TOTALS	\$13,321,256	\$13,102,142	\$219,113	\$13,321,255	\$13,321,256	\$0

COSTS INCLUDED IN CDM SMITH TASK ORDERS	Approved Budget FY 2015/16	Already Spent 4/30/2016	Projected Expenditures	Grand Total	Proposed Budget Authority	Proposed Change
Task Order #1: Hydrological Modeling	\$174,495	\$174,495	-	\$174,495	\$174,495	\$0
Task Order #2: Preconstruction Engineering	\$299,601	\$299,601	-	\$299,601	\$299,601	\$0
Task Order #3: Preconstruction Services	920,084	920,084	-	920,084	\$920,084	\$0
Task Order #4: Permitting: Prepurchase Assistance	499,941	499,941	-	499,941	\$499,941	\$0
Task Order #5: Permitting & Environmental	584,607	584,607	-	584,607	\$584,607	\$0
Task Order #6: Permitting & Environmental	308,090	75,499	232,591	308,090	\$308,090	\$0
TOTALS	\$2,786,818	\$2,554,227	\$232,591	\$2,786,818	\$2,786,818	\$0

DESIGN BUILD CONTRACT WITH CDM CONSTRUCTORS	Approved Budget FY 2015/16	Already Spent 4/30/2016	Projected Expenditures	Grand Total	Proposed Budget Authority	Proposed Change
Design Build Contract	\$6,647,919	\$6,647,919	\$0	\$6,647,919	\$6,647,919	\$0
Change Order #1	511,602	511,602	-	511,602	511,602	\$0
Change Order #2	123,953	123,953	-	123,953	123,953	\$0
Change Order #3	83,268	83,268	-	83,268	83,268	\$0
TOTALS	\$7,366,742	\$7,366,742	\$0	\$7,366,742	\$7,366,742	\$0

SWF EXPENDITURES: OTHER	Approved Budget FY 2015/16	Already Spent 4/30/2016	Projected Expenditures	Grand Total	Proposed Budget Authority	Proposed Change
General Costs						
Primarily FGL	\$58,117	\$58,117	-	\$58,117	\$58,117	\$0
Flag Lot Investigation	1,315	1,315	-	1,315	\$1,315	\$0
Performance Bond	54,000	54,000	-	54,000	\$54,000	\$0
RWQCB Permitting Fees	55,315	55,315	-	55,315	\$55,315	\$0
RWQCB-mandated Environmental Surety Bond (annual co	72,000	72,000	-	72,000	\$72,000	\$0
Telemetry Upgrade	83,000		83,000	83,000	\$83,000	\$0
Tracer Testing 2016	100,000		100,000	100,000	\$100,000	\$0
Remote Sensing Installation at SS Creek Bridge	10,000		10,000	10,000	\$10,000	\$0
TOTALS	\$433,747	\$240,747	\$193,000	\$433,747	\$433,747	\$0

Regular Coastal Development Permit	Approved Budget FY 2015/16	Already Spent 5/31/2016	Projected Expenditures	Grand Total	Proposed Budget Authority	Proposed Change
Environmental Impact Report to support Reg CDP (MBI)	\$168,450	\$533	\$167,917	\$168,450	\$168,450	\$0
CDM EIR Support	\$100,000		\$100,000	\$100,000	\$100,000	\$0
Amend 1 to EIR (MBI)	\$81,630		\$81,630	\$81,630	\$81,630	\$0
Lagoon Water Supply: De-chlorination/Aeration	\$0		\$0	\$0	\$0	\$0
Future Mitigation Measures	\$1,000,000	\$0	\$1,000,000	\$1,000,000	\$1,000,000	\$0
TOTALS	\$1,350,080	\$533	\$1,349,547	\$1,350,080	\$1,350,080	\$0

Professional Services Costs:	Approved Budget FY 2015/16	Already Spent 5/31/2016	Projected Expenditures	Grand Total	Proposed Budget Authority	Proposed Change
Public Outreach	\$39,825	\$39,825	\$0	\$39,825	\$39,825	\$0
Rate Study, Legal Services	\$66,042	\$66,042	\$0	\$66,042	\$66,042	\$0
Debt Costs of Issuance	\$143,001	\$143,001	\$0	\$143,001	\$143,001	\$0
Legal Services (RE Landwatch Lawsuit)	\$200,115	\$175,115	\$25,000	\$200,115	\$200,115	\$0
Computer Programming	\$7,600	\$7,600	\$0	\$7,600	\$7,600	\$0
CCSD Labor Expensed to CIP Project	\$97,033	\$97,033	\$0	\$97,033	\$97,033	\$0
Strategic Advisor	\$7,083	\$7,083	\$0	\$7,083	\$7,083	\$0
TOTALS	\$560,699	\$535,699	\$25,000	\$560,699	\$560,699	\$0

SWF START-UP EXPENDITURES	Approved Budget FY 2015/16	Already Spent 5/31/2016	Projected Expenditures	Grand Total	Proposed Budget Authority	Proposed Change
Start-Up Expenditures						
Power	\$20,320	\$20,320	\$0	\$20,320	\$20,320	\$0
Chemicals	\$28,275	\$28,275	\$0	\$28,275	\$28,275	\$0
Consumables (membranes, filters, UV lamps, etc.)	\$0	\$0	\$0	\$0	\$0	\$0
Maintenance	\$4,356	\$4,356	\$0	\$4,356	\$4,356	\$0
Impound Basin Monitoring	\$0	\$0	\$0	\$0	\$0	\$0
Advanced Water Treatment Plant Sampling	\$156,384	\$156,384	\$0	\$156,384	\$156,384	\$0
Baseline Monitoring to support Adaptive Management Plan	\$70,688	\$31,618	\$39,070	\$70,688	\$70,688	\$0
Start-Up Plant Operators (Three Month Contract)	\$132,000	\$132,000	\$0	\$132,000	\$132,000	\$0
TOTALS	\$412,023	\$372,953	\$39,070	\$412,023	\$412,023	\$0

SUMMARY

SUSTAINABLE WATER FACILITY PROJECT

	APPROVED BUDGET FY 2015/16	ACTUAL THROUGH 5/31/2016	ADDITIONAL ANTICIPATED	GRAND TOTAL ANTICIPATED	PROPOSED BUDGET FY 2016/17	Proposed Change
SOURCES OF FUNDS						
Loan (Installment Sale)	8,939,000	8,939,000	-	8,939,000	8,939,000	
Proposition 84 Expedited Draught Grant	4,382,256	4,163,142	219,113	4,382,255	4,382,256	
TOTAL FUNDS AVAILABLE	13,321,256	13,102,142	219,113	13,321,255	13,321,256	\$0
EXPENDITURES	\$12,910,109	\$11,070,901	\$1,839,208	\$12,910,109	\$12,910,109	\$0
FUNDS AVAILABLE LESS EXPENDITURES	411,147	2,031,241	(1,620,095)	411,146	411,147	\$0

CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
WASTEWATER FUND DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2015/2016 BUDGET	ACTUAL AS OF 5/31/16	PROPOSED FISCAL YEAR 2016/2017 BUDGET
REVENUES				
12 4000	Service Fees	1,779,200	1,485,854	1,862,000
12 4000 12	Service Fees	(1,400)	(3,206)	(2,000)
	SERVICE FEES	<u>1,777,800</u>	<u>1,482,648</u>	<u>1,860,000</u>
12 4200 12	INTEREST INCOME	1,300		2,000
12 4360 12	STANDBY AVAILABILITY	117,300	114,217	119,000
	LOAN PROCEEDS	0	0	551,000
TOTAL REVENUES		<u>1,896,400</u>	<u>1,596,865</u>	<u>2,532,000</u>
EXPENDITURES				
12 5000 12	Regular Wages	260,300	236,957	377,560
12 5010 12	Overtime	31,900	29,069	25,000
12 5020 12	Standby Pay	16,900	19,600	18,250
	SUB-TOTAL SALARY & WAGES	<u>309,100</u>	<u>285,626</u>	<u>420,810</u>
12 5101 12	Uniform Allowance	2,500	1,500	2,000
12 5102 12	Dental	4,500	4,034	6,009
12 5103 12	Health Insurance	41,000	35,073	58,601
12 5105 12	Life	400	320	0
12 5106 12	FICA	19,200	17,381	25,814
12 5107 12	Medicare	5,100	4,378	6,256
12 5108 12	Workers' Comp	33,700	29,683	25,860
12 5109 12	Retirement	98,600	93,019	79,455
12 5120 12	457 Match	800	720	4,256
12 5121 12	Retirees' Health	49,000	43,596	47,664
12 5122 12	Medical Reimbursement	9,500	8,760	5,720
	SUB-TOTAL BENEFITS	<u>264,300</u>	<u>238,464</u>	<u>261,635</u>
	PERSONNEL COSTS	<u>573,400</u>	<u>524,090</u>	<u>682,445</u>
12 6010 12	Ads-Legal	100	60	100
12 6011 12	Public Info-General	0	112	0
	OUTREACH/EDUCATION	<u>100</u>	<u>172</u>	<u>100</u>
12 6032C 12	M&R Collection System	7,500	5,314	7,500

CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
WASTEWATER FUND DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2015/2016 BUDGET	ACTUAL AS OF 5/31/16	PROPOSED FISCAL YEAR 2016/2017 BUDGET
12 6032D 12	M&R Disposal Effluent	1,500	330	3,000
12 6032G 12	M&R Generators	3,000	1,523	3,000
12 6032L 12	M&R Lift Station	23,700	30,020	23,700
12 6032P 12	M&R Pumps	2,500		2,500
12 6032M 12	M&R Manholes	1,800	900	1,800
12 6063 12	M&R Communications Equipment		13,152	10,000
12 6035T 12	CCTV and Hydro Cleaning			25,000
	COLLECTION SYSTEM REPAIRS	40,000	51,239	76,500
12 6032S 12	Sludge Disposal	50,600	43,705	45,000
12 6032S 12	Sludge Disposal Polymers			24,000
12 6032S 12	Sludge Disposal: Lab Tests, etc.			10,000
	SLUDGE DISPOSAL	50,600	43,705	79,000
12 6032T 12	TREATMENT PLANT REPAIRS	201,500	196,977	40,000
12 6033B 12	M&R Buildings	4,600	6,903	5,000
12 6033G 12	M&R Grounds	0	10,735	4,000
	M&R GROUNDS	4,600	17,638	9,000
12 6035 12	Manhole Raising	4,900	13,583	2,000
12 6035 12	Contingency			784
	MAJOR MAINTENANCE	4,900	13,583	2,784
12 6040 12	M&R Equipment	6,000	6,834	6,000
12 6041L 12	M&R Vehicles-Licensed	4,000	3,402	5,000
12 6041N 12	M&R Vehicles-Non-Licensed	1,200	732	5,000
12 6041V 12	M&R Vehicles-Vactor	500	4	1,000
12 6063 12	Communication Equipment	0	9,752	2,000
	VEHICLE & EQUIPMENT REPAIRS	11,700	20,724	19,000
12 6044 12	Computer Services	1,000		1,000
12 6045 12	Computer Supplies & Upgrades	500	247	3,000
12 6048 12	Security & Safety	5,300	6,177	7,000
12 6050 12	Office Supplies	3,400	2,195	3,400
12 6051 12	Postage	5,600	5,883	5,600
12 6053 12	Printing/Forms	400	410	400
	OFFICE SUPPLIES/EQUIPMENT	16,200	14,912	20,400

CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
WASTEWATER FUND DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2015/2016 BUDGET	ACTUAL AS OF 5/31/16	PROPOSED FISCAL YEAR 2016/2017 BUDGET
12 6054 12	Publications/Dues	500		500
12 6055 12	Government Fees/Licenses	94,000	91,332	92,000
	DUES & FEES	94,500	91,332	92,500
12 6060C 12	Utilities-Wireless	1,800	1,454	1,500
12 6060E 12	Utilities-Electricity	167,100	146,564	155,000
12 6060G 12	Utilities-Gas	1,200	1,069	1,200
12 6060I 12	Utilities-Internet	1,400	1,208	0
12 6060P 12	Utilities-Telephone	5,200	8,151	0
12 6060W 12	Utilities-Water	7,200	4,338	6,000
	UTILITIES	183,900	162,784	163,700
12 6080K 12	District Counsel	3,400	7,852	4,500
12 6080L 12	Legal	200	3,492	200
12 6080M 12	Professional Services Misc	50,400	56,948	59,000
12 6086 12	Outside Services	36,000	32,754	5,000
	PROFESSIONAL SERVICES	90,000	101,046	68,700
12 6070 12	Equipment Rental	6,300	10,583	6,300
12 6089 12	Emergency Medical Supplies	0		1,000
12 6090 12	Operating Supplies	3,100	1,703	3,100
12 6091 12	Lab Tests	14,600	11,169	12,000
12 6092 12	Lab Supplies	11,900	8,175	12,000
12 6093 12	Small Tools/Equipment	1,000	1,095	1,000
12 6094 12	Clothing/Uniforms	3,100	1,684	3,100
12 6095 12	Office Furniture/Equipment	400	391	400
12 6096 12	Fuel	9,000	7,588	9,000
	OPERATING SUPPLIES/EQUIP.	49,400	42,388	47,900
12 6115 12	Meeting Exp.	400	194	400
12 6120E 12	Employee Travel/Training	4,000	50	4,000
12 6124 12	Employee Recognition	400	716	400
12 6125 12	Recruitment	0	3,765	0
	TRAINING & TRAVEL	4,800	4,725	4,800
12 6180G 12	Interest-Truck	560		285

CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
WASTEWATER FUND DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2015/2016 BUDGET	ACTUAL AS OF 5/31/16	PROPOSED FISCAL YEAR 2016/2017 BUDGET
12 2513 12	Principal-Truck	8,480		8,756
12 6180C 12	Interest-City Nat'l Bank	51,848	64,814	46,773
12 2602 12	Principal-City Nat'l Bank	109,000	109,000	114,000
12 2602 12	Long Term Debt: General Fund			74,589
12 6180D 12	Interest-SWRCB	9,988	5,066	
12 2615 12	Principal-SWRCB	164,069		
	DEBT SERVICE	<u>343,945</u>	<u>178,880</u>	<u>244,403</u>
12 6170 12	Rate Study	20,000	8,000	0
12 6170 12	SCADA Supervisory Control	7,000		0
12 6170 12	Articulating Lift	16,000		
12 6170 12	Utility Truck Replacement Prin & Int	5,000		
12 6170 12	See Attached List			551,000
	CAPITAL OUTLAY	<u>48,000</u>	<u>8,000</u>	<u>551,000</u>
SUBTOTAL OPERATING EXPENDITURES		<u>1,717,545</u>	<u>1,472,195</u>	<u>2,102,232</u>
12 6200 12	ALLOCATED OVERHEAD	419,345	384,400	429,768
TOTAL EXPENDITURES		<u>2,136,890</u>	<u>1,856,595</u>	<u>2,532,000</u>
NET OPERATING INCOME/(LOSS)		<u>(240,490)</u>	<u>(259,730)</u>	<u>(0)</u>

**CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
WASTEWATER FUND CAPITAL PROJECTS**

Influent Screen:	
Purchase	\$ 69,000
Soils, Boring & Design	57,000
Construction/Installation	<u>85,000</u>
Total Influent Screen	\$ 211,000
Clarifier Repairs	65,000
Effluent Pumps	50,000
Hand Rails	25,000
Lift Station Repairs (B1, B2, B4 and 9)	190,000
Grit Pumps Replacement	10,000
TOTAL	<u><u>\$ 551,000</u></u>

**CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
GENERAL FUND - FIRE DEPARTMENT DETAIL
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2015/2016 BUDGET	ACTUAL AS OF 5/31/16	PROPOSED FISCAL YEAR 2016/2017 BUDGET
REVENUES				
01 4310 01	PROPERTY TAXES	1,245,400	1,141,617	1,389,650
01 4335 01	FIRE BENEFIT ASSESSMENT	434,000	418,570	442,680
01 4370 01	WEED ABATE/FUEL REDUCTION	11,500	16,859	11,500
01 4200 01	INTEREST INCOME**	100	0	100
01 4127 01	Mutual Aid Reimbursements	1,000	0	1,000
01 4373 01	Inspection Fees	14,500	14,973	14,500
	CDF/INSPECTION FEES	14,500	14,973	14,500
01 4610 01	Grant Revenue: SCBA	66,600	62,687	0
01 4610 01	Grant Revenue: SAFER	23,400		167,628
	GRANTS & DONATIONS REVENUE	90,000	62,687	167,628
01 4390 01	Miscellaneous	0	-	0
	OTHER	0	0	0
TOTAL REVENUES		1,796,500	1,654,706	2,027,058

EXPENDITURES

01 5000 01	GROSS REGULAR WAGES	511,500	444,025	719,197
01 5010 01	Overtime	95,000	109,805	105,000
01 5031 01	Reservist Pay	87,600	75,530	87,600
01 5020 01	Out of Class Pay	5,000	180	5,000
SUB-TOTAL SALARY & WAGES		699,100	629,540	916,797
01 5101 01	Uniform Allowance	4,200	1,875	2,500
01 5102 01	Dental/Life Insurance	8,200	7,966	16,146
01 5103 01	Health Insurance	65,000	61,928	115,786
01 5105 01	Life Insurance	500	554	500
01 5106 01	FICA	39,000	38,182	55,751
01 5107 01	Medicare	10,100	9,344	13,223
01 5108 01	Workers' Comp Insurance	61,600	58,440	52,957
01 5109 01	Retirement Program	149,000	131,611	173,710
01 5112 01	Unemployment Insurance	6,800	497	0

**CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
GENERAL FUND - FIRE DEPARTMENT DETAIL
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2015/2016 BUDGET	ACTUAL AS OF 5/31/16	PROPOSED FISCAL YEAR 2016/2017 BUDGET
01 5120 01	457 Deferred Comp Match	1,600	800	2,600
01 5121 01	Retirees' Health Premiums	36,000	37,544	30,600
01 5122 01	Medical Reimbursement	13,000	12,000	6,500
SUB-TOTAL BENEFITS		<u>395,000</u>	<u>360,741</u>	<u>470,273</u>
	PERSONNEL COSTS	<u>1,094,100</u>	<u>990,281</u>	<u>1,387,070</u>
01 6010 01	Ads-Legal/Other	400	203	400
01 6011 01	Public Info General	500		200
	INSURANCE & OTHER SERVICES	900	203	600
01 6031F 01	M&R Fire Hydrants	4,300		4,500
01 6033B 01	M&R Building	5,800	4,499	4,000
01 6033G 01	M&R Grounds	4,200	3,229	4,000
01 6035F 01	M&R Main St. Fire Hydrants	1,000		0
01 6040 01	M&R Equipment	2,600	3,411	3,000
01 6041L 01	M&R Vehicles-Licensed	52,500	36,445	50,000
01 6041L 01	M&R Vehicles-Non-Licensed	0		0
01 6044 01	M&R Computer Services	2,600	275	1,000
01 6063 01	Communication Equipment	1,500		0
	EQUIP & BLDG MAINTENANCE	<u>74,500</u>	<u>47,859</u>	<u>66,500</u>
01 6045 01	Computer Supplies & Upgrades	1,500	1,319	1,500
01 6048 01	Security and Safety	1,400	300	1,000
01 6050 01	Office Supplies	2,600	868	2,000
01 6051 01	Postage & Shipping	1,700	2,526	2,000
01 6053 01	Printing/Forms	2,000	108	2,000
01 6095 01	Office Furniture/Fixtures	0		0
	OFFICE SUPPLIES & EQUIPMENT	<u>9,200</u>	<u>5,121</u>	<u>8,500</u>
01 6054 01	Publications-Dues & Books	5,000	5,400	5,500
01 6055 01	Government Fees & Licenses	35,000	34,437	38,000
	DUES AND FEES	<u>40,000</u>	<u>39,837</u>	<u>43,500</u>
01 6060C 01	Utilities-Wireless	1,900	1,597	1,900
01 6060E 01	Utilities-Electricity	7,200	6,336	7,200
01 6060G 01	Utilities-Gas	1,000	1,347	1,400

**CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
GENERAL FUND - FIRE DEPARTMENT DETAIL**

		DETAIL		
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2015/2016 BUDGET	ACTUAL AS OF 5/31/16	PROPOSED FISCAL YEAR 2016/2017 BUDGET
01 6060I 01	Utilities-Internet	2,500	2,226	-
01 6060P 01	Utilities-Phone	2,000	1,822	-
01 6060S 01	Utilities-Sewer	1,200	930	1,200
01 6060W 01	Utilities-Water	1,500	1,126	1,500
	UTILITIES	<u>17,300</u>	<u>15,384</u>	<u>13,200</u>
01 6070 01	EQUIP. LEASE COSTS	0		0
01 6080K 01	District Counsel	5,800	1,147	7,800
01 6080L 01	Legal Services	25,000	22,895	25,000
01 6080M 01	Other	2,400	691	2,400
01 6080T 01	Misc	210,000	142,917	0
01 6220H 01	Physicals	0		1,000
	PROFESSIONAL SERVICES	<u>243,200</u>	<u>167,650</u>	<u>36,200</u>
01 6089 01	Emergency Medical Supplies	3,500	2,995	10,500
01 6090 01	Operating Supplies	9,900	6,175	10,000
01 6093 01	Small Tools & Equipment	3,600	2,714	3,600
01 6094 01	Clothing & Uniforms	3,000	4,063	3,000
01 6096 01	Fuel	14,000	8,888	14,000
01 6220B 01	Breathing-SCBA	74,000	61,705	0
01 6220D 01	Disaster Preparedness/CERT	2,000	4,147	7,000
01 6220F 01	Fire Haz	13,000	12,907	13,000
01 6220H 01	HAZ MAT Phys	4,200		4,200
	OPERATING SUPP/EQUIP	<u>127,200</u>	<u>103,594</u>	<u>65,300</u>
01 6220S 01	SURF RESCUE/NCOR	5,000	2,019	5,000
01 6115 01	Meeting Expense	1,100	540	1,500
01 6120E 01	Employee Travel/Reg/Fees	21,500	14,752	22,000
01 6124 01	Employee Recognition	300	505	300
01 6125 01	Employee Recruitment	25,100	3,750	500
	TRAINING & TRAVEL	<u>48,000</u>	<u>19,547</u>	<u>24,300</u>
01 6220A 01	OUTREACH/EDUCATION	1,500	1,208	1,500
01 6180H 01	Pickup Truck-Interest	940	940	638

**CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
GENERAL FUND - FIRE DEPARTMENT DETAIL
DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2015/2016 BUDGET	ACTUAL AS OF 5/31/16	PROPOSED FISCAL YEAR 2016/2017 BUDGET
01 2514 01	Pickup Truck-Principal	13,954	0	8,954
	DEBT SERVICE	14,894	940	9,592
01 6170 01	CAPITAL OUTLAY	11,000	0	152,390
SUBTOTAL OPERATING EXPENDITURES		1,686,794	1,393,643	1,813,652
01 6200 01	ALLOCATED OVERHEAD	201,252	184,481	213,407
TOTAL EXPENDITURES		1,888,046	1,578,124	2,027,059
TOTAL REVENUE LESS EXPENDITURES		<u>(91,546)</u>	<u>76,582</u>	<u>(0)</u>

CAPITAL OUTLAY FY 2017

Mobile Data Computer	7,000
Fire Truck (5 Year Lease)	134,340
Chief/Command Pickup Truck (5 Year Lease)	11,050
Total	<u>152,390</u>

CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
GENERAL FUND - FACILITIES & RESOURCES DEPARTMENT DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR	ACTUAL	PROPOSED
		2015/2016 BUDGET	AS OF 5/31/16	FISCAL YEAR 2016/2017 BUDGET
REVENUES				
01 4310 02	Property Tax	561,863	515,041	581,748
01 4500 02	Vet's Hall Rent	22,155	23,341	30,000
01 4525 02	VH Rents-Private	7,690	3,845	6,000
01 4590 02	VH Cleaning Fee	240		200
	Total Vet's Hall	30,085	27,186	36,200
01 4200 02	Interest Income	300	300	0
01 4362 02	Insurance Reimbursement	0	13,724	2,000
01 4610 02	CAL CYCLE GRANT	60,000	59,416	0
	Total Other	60,300	73,140	2,000
TOTAL REVENUES		652,248	615,367	619,948
EXPENDITURES				
01 5000 02	Regular Wages	150,000	134,079	193,841
01 5010 02	Overtime	1,961	1,199	1,000
SUB-TOTAL SALARY & WAGES		151,961	135,278	194,841
01 5101 02	Uniform Allowance	1,200	166	1,200
01 5102 02	Dental/Life Insurance	2,717	3,163	4,824
01 5103 02	Health Insurance	25,000	27,944	38,064
01 5105 02	Life Insurance	204	208	0
01 5106 02	FICA	10,000	8,327	12,316
01 5107 02	Medicare	2,143	2,062	2,880
01 5108 02	Workers' Comp Insurance	13,597	13,758	11,917
01 5109 02	Retirement Program	52,000	45,695	57,485
2 5112 02	Unemployment Insurance	2,600		0
01 5120 02	457 Deferred Comp Match	0	2,400	2,600
01 5121 02	Retirees' Health Premiums	23,653	19,641	23,796
01 5122 09	Medical Reimbursement	5,200	5,233	2,600
SUB-TOTAL BENEFITS		138,314	128,597	157,682
TOTAL PERSONNEL COSTS		290,275	263,875	352,523
01 6033V 02	M&R Vet's Hall	12,000	7,465	12,000
01 6033B 02	M&R Buildings	4,000	3,212	6,000

CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
GENERAL FUND - FACILITIES & RESOURCES DEPARTMENT DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR	ACTUAL	PROPOSED
		2015/2016 BUDGET	AS OF 5/31/16	FISCAL YEAR 2016/2017 BUDGET
01 6033G 02	M&R Grounds	26,818	8,072	22,000
01 6033L 02	M&R Street Light		(12,707)	2,000
01 6040 02	M&R Equipment	600	559	340
01 6041L 02	M&R Vehicles Licensed	3,500	2,670	3,500
01 6041N 02	M&R Vehicles Not Licensed	2,000	762	2,000
01 6045 02	Comp etc Goods	500	300	500
01 6033R 02	M&R Ranch	48,752	15,455	50,000
	Total Maintenance & Repair	98,170	25,788	98,340
01 6060C 02	Utilities Cell	731	659	750
01 6060E 02	Utilities Elec	19,955	18,061	20,000
01 6060G 02	Utilities Gas	1,232	1,139	1,300
01 6060I 02	Utilities Internet	3,845	3,445	0
01 6060P 02	Utilities Phone	444	371	0
01 6060S 02	Utilities Sewer	3,218	2,348	3,000
01 6060W 02	Utilities Water	5,021	3,530	5,000
	Total Utilities	34,446	29,553	30,050
01 6080K 02	Pro Svc- Counsel	2,000	1,021	3,120
01 6080M 02	Pro Svc- Misc	4,500	3,613	0
	Total Professional Services	6,500	4,634	3,120
01 6055 02	Govt Fees & Lic	300		300
01 6048 02	Security & Safety	200		300
01 6050 02	Office Supplies	500	0	500
01 6070 02	Equip Rental	1,246	623	1,400
01 6090 02	Dept Op Supply	14,000	13,577	14,000
01 6093 02	Small Tools/Eqpt	2,000	667	2,000
01 6094 02	Cloth/Uniform	1,500	674	1,500
01 6096 02	Fuel	5,000	4,755	5,000
	Total Other	24,746	20,296	25,000
01 6115 02	Meeting Expense		42	100
01 6120E 02	Tvl,Trn,Sem-Emp	500	544	500
	Total Training	500	635	600
01 6170 02	Capital Outlay	72,000	67,556	0
	CAPITAL OUTLAY	72,000	67,556	0

**CAMBRIA COMMUNITY SERVICES DISTRICT
 FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
 GENERAL FUND - FACILITIES & RESOURCES DEPARTMENT DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2015/2016 BUDGET	ACTUAL AS OF 5/31/16	PROPOSED FISCAL YEAR 2016/2017 BUDGET
01 2513 02	Principal-J. Deere	6,270		6,270
01 2515 02	Principal-Ford PU City Nat'l Bank	4,745		4,745
01 6180G 02	Interest-Ford PU	5,403		154
	Ford PU Principal & Interest			8,040
	Total Debt Service	<u>16,418</u>	<u>0</u>	<u>19,209</u>
SUBTOTAL OPERATING EXPENDITURES		<u>543,055</u>	<u>412,337</u>	<u>528,842</u>
01 6200 02	ALLOCATED OVERHEAD	85,926	78,766	91,106
TOTAL EXPENDITURES		<u>628,981</u>	<u>491,103</u>	<u>619,948</u>
TOTAL REVENUE LESS EXPENDITURES		<u>23,267</u>	<u>124,265</u>	<u>0</u>

CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
GENERAL FUND - PARKS & RECREATION DEPARTMENT DETAIL

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2015/2016 BUDGET	ACTUAL AS OF 5/31/16	PROPOSED FISCAL YEAR 2016/2017 BUDGET
REVENUES				
01 4310 16	PROPERTY TAX	27,676	25,370	25,611
01 4390 16	OTHER	505	851	505
	PROPOSITION 1A RESERVE	135,486		135,486
TOTAL REVENUES		163,667	26,221	161,602
EXPENDITURES				
01 6053 16	Printed Forms	1,268	799	0
	PUBLIC OUTREACH/EDUCATION	1,268	799	0
01 6080K 16	District Counsel	500	0	500
	PROFESSIONAL SERVICES	500	0	500
01 6115 16	Meeting Expense	0		0
01 6120E 16	Travel, Training	0		0
	TRAINING AND TRAVEL	0	0	0
01 6170 16	FR Enhanced Entrance Signage	0	0	0
01 6033R 16	M&R Ranch	0	0	10,000
		0	0	10,000
01 6170 16	CAPITAL OUTLAY	175,236	20,750	135,486
SUBTOTAL OPERATING EXPENDITURES		177,004	21,549	145,986
01 6200 16	ALLOCATED OVERHEAD	16,413		15,616
TOTAL OPERATING EXPENDITURES		193,417	21,549	161,602
TOTAL OPERATING REVENUE LESS EXPEND		(29,750)	4,672	0

**CAMBRIA COMMUNITY SERVICES DISTRICT
 FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
 GENERAL FUND - PARKS & RECREATION DEPARTMENT DETAIL**

CAPITAL PROJECTS

EAST RANCH PARK IMPROVEMENTS

Funds Available

Proposition 1A Reserve	159,286
Total Funds Available	159,286

Funds Expended

FY 14-15	10,600	Topographic Survey
FY 15-16	13,200	Grading & Erosion Plan
Total Funds Expended	23,800	

Funds Remaining	135,486
-----------------	---------

FY 15-16 APPROVED CAPITAL EXPENDITURES

01 1820D 16	East Ranch Park Improvements	159,286
01 6170 16	FR Enhanced Entrance Signage	10,000
01 6170 16	FY 14-15 Seal Coating	5,950
TOTAL CAPITAL EXPENDITURES		175,236

**CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
GENERAL FUND - ADMINISTRATION DEPARTMENT DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR	ACTUAL	PROPOSED
		2015/2016 BUDGET	AS OF 5/31/16	FISCAL YEAR 2016/2017 BUDGET
REVENUES				
01 4001 09	FRANCHISE FEES	72,400	79,132	72,400
01 4013 09	Vac Rental Fees	378	459	400
	SERVICE FEES	378	459	400
01 6200 09	ALLOCATED OVERHEAD	1,334,743	1,112,286	1,332,316
01 4200 09	INTEREST INCOME	4,000	1,590	4,000
01 4310 09	PROPERTY TAXES	157,748	144,602	374,624
01 4126 09	State Mandated Cost Recovery	57,031	57,031	-
01 4385 09	Radio Vault Rents	2,400	2,400	2,400
01 4389 09	Public Records Request	60	35	50
01 4390 09	Miscellaneous	559	4,244	500
	OTHER	60,050	63,710	2,950
TOTAL REVENUES		1,629,319	1,401,779	1,786,690
EXPENDITURES				
GROSS REGULAR WAGES		536,768	499,360	713,692
01 5010 09	Overtime	1,000	2,888	1,000
01 5030 09	Part Time-Directors' Fees	24,450	19,275	18,000
SUB-TOTAL SALARY & WAGES		<u>562,218</u>	<u>521,523</u>	<u>732,692</u>
01 5102 09	Dental	4,944	5,143	7,339
01 5103 09	Health Insurance	56,608	47,809	84,230
01 5105 09	Life	544	490	
01 5106 09	FICA	32,871	27,320	41,272
01 5107 09	Medicare	9,066	7,913	10,911
01 5108 09	Workers' Comp	15,000	9,205	7,063
01 5112 09	SDI	10,264	0	-
01 5109 09	Retirement	213,386	139,648	200,140
01 5120 09	457 Match	15,711	14,502	17,969
01 5121 09	Retirees' Health	75,726	68,058	77,832
01 5122 09	Medical Reimbursement	14,300	10,290	13,260
SUB-TOTAL BENEFITS		<u>448,420</u>	<u>330,378</u>	<u>460,016</u>
PERSONNEL COSTS		<u>1,010,638</u>	<u>851,901</u>	<u>1,192,708</u>
01 6010 09	Ads-Legal/Other	678	159	600
01 6011N 09	Newsletter		0	500
01 6011W 09	Website	2,500	0	2,500

**CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
GENERAL FUND - ADMINISTRATION DEPARTMENT DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR	ACTUAL	PROPOSED
		2015/2016 BUDGET	AS OF 5/31/16	FISCAL YEAR 2016/2017 BUDGET
	OUTREACH EDUCATION	3,178	159	3,600
01 6030 09	INSURANCE	70,000	65,037	69,000
01 6033B 09	M&R-Building	5,039	3,380	5,000
01 6033G 09	M&R-Grounds	3,166	3,073	3,000
01 6040 09	M&R-Equipment	200	0	200
01 6041L 09	M&R-Licensed Vehicles	655	371	700
01 6044 09	M&R-Computer Services	76,000	66,294	77,000
	MAINTENANCE	<u>85,060</u>	<u>73,118</u>	<u>85,900</u>
01 6045 09	Computer Supplies & Upgrades	3,000	2,298	3,000
01 6048 09	Security & Safety	1,500	1,265	1,000
01 6050 09	Office Supplies	11,000	11,520	11,000
01 6051 09	Postage & Shipping	4,000	1,528	4,000
01 6052 09	Bank Charges	3,400	2,173	3,400
01 6053 09	Printing/Forms	3,500	1,041	2,000
01 6070 09	Equipment Rental	500	523	600
01 6090 09	Department Operating Supplies	1,600	1,386	1,800
01 6094 09	Uniforms	0	183	2,000
	OFFICE SUPPLIES & EQUIP	<u>28,500</u>	<u>21,929</u>	<u>28,800</u>
01 6054 09	Publications-Dues & Books	14,000	6,149	15,000
01 6055 09	JPA/Gov't Fees	35,000	31,186	32,000
	DUES & FEES	<u>49,000</u>	<u>37,335</u>	<u>47,000</u>
01 6060C 09	Utilities-Wireless	1,500	1,441	1,500
01 6060E 09	Utilities-Electricity	6,700	5,847	6,700
01 6060G 09	Utilities-Gas	300	562	600
01 6060I 09	Utilities-Internet	4,900	3,948	16,200
01 6060P 09	Utilities-Telephone	8,400	5,772	20,804
01 6060S 09	Utilities-Sewer	500	390	500
01 6060W 09	Utilities-Water	500	331	500
	UTILITIES	<u>22,800</u>	<u>18,291</u>	<u>46,804</u>
01 6075 09	OFFICE RENT	38,186	35,003	38,186
01 6080A 09	Auditor	15,000	14,500	15,000
01 6080F 09	Financial Services	2,000	2,046	-
01 6080K 09	District Counsel	120,000	140,313	127,920
01 6080L 09	Legal	6,000	21,515	6,000
01 6080M 09	Other	4,300	0	4,800
01 6080T 09	Temporary Help	11,300	11,027	9,600
01 6086 09	Outside Services	48,400	29,858	28,900
01 6088 09	Claims		351	500

**CAMBRIA COMMUNITY SERVICES DISTRICT
FY 2016 - 2017 PROPOSED BUDGET JUNE 23, 2016
GENERAL FUND - ADMINISTRATION DEPARTMENT DETAIL**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FISCAL YEAR 2015/2016 BUDGET	ACTUAL AS OF 5/31/16	PROPOSED FISCAL YEAR 2016/2017 BUDGET
	PROFESSIONAL SERVICES	207,000	219,610	192,720
01 6115 09	Meeting Expense	3,100	2,917	3,500
01 6120D 09	Directors' Travel	5,000	2,540	10,000
01 6120E 09	Training-LCW	0	11,574	4,500
01 6120E 09	Employee Travel/Training	15,000	25	10,000
01 6120E 09	Education			4,000
01 6124 09	Employee Recognition	400	343	400
01 6125 09	Employee Recruitment	7,500	4,345	-
	TRAINING & TRAVEL	31,000	21,744	32,400
01 6180H 09	Interest-Fusion	491	491	333
01 2514 09	Principal-Fusion	4,671		4,671
01 6180G 09	Interest-Copier	144		144
01 2513 09	Principal-Copier	4,424		4,424
	DEBT SERVICE	9,730	491	9,572
01 6170 09	CAPITAL OUTLAY	0	0	40,000
SUBTOTAL OPERATING EXPENDITURES		544,454	492,717	593,982
TOTAL EXPENDITURES		1,555,092	1,344,618	1,786,690
TOTAL REVENUE LESS EXPENDITURES		74,227	57,161	-

ADMIN CAPITAL IMPROVEMENTS

Replace Servers	35,000
Upgrade Web Site	5,000
TOTAL	40,000

CAMBRIA COMMUNITY SERVICES DISTRICT

DIRECTORS:

GAIL ROBINETTE, President
JIM BAHRINGER
MICHAEL THOMPSON
AMANDA RICE
GREG SANDERS

**OFFICERS:**

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

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

CCSD 2016 Board Goals:

1. Obtain a Regular Coastal Development Permit for the Sustainable Water Facility (SWF).
2. Assess, prioritize, and determine actual costs and potential funding sources for the First Phase of the Wastewater Treatment Plant infrastructure improvements.
3. Determine funding sources for the First Phase to implement and complete needed projects related to access to the Community Park including grading and swells.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors AGENDA NO. **9.A.**

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

Meeting Date: June 23, 2016 Subject: DISCUSSION REGARDING MAY 22, 2014 ACTION SUSPENDING OUTSTANDING INTENT TO SERVE LETTERS AND CONSIDERATION OF LIFTING THE SUSPENSION

RECOMMENDATIONS:

Staff recommends that the Board of Directors review the suspension of outstanding Intent to Serve Letters established by Board action on May 22, 2014 pursuant to the authority contained in CCSD Municipal Code Section 8.04.080(E)(1), based upon the existing declared Stage 3 Water Shortage Emergency, consider allowing Assessor's Parcel No. 013-084-051 (660 Evelyn Court) to connect to the water system, and direct staff to bring back other parcels with suspended Intent to Serve Letters on a case by case basis when the underlying projects are ready to connect to the CCSD water and wastewater systems.

FISCAL IMPACT:

To the extent Intent to Serve Letters are suspended for projects that are ready to proceed, there will continue to be a delay in the payment of applicable connection fees. Only one project with a suspended Intent to Serve Letter is ready to connect to the CCSD water system. If allowed to connect, the CCSD would receive a connection fee of \$12,688.

DISCUSSION:

During its regular Board meeting on May 22, 2014 the Board took action, based upon the Stage 3 Water Shortage Emergency, suspending the ability to connect to the CCSD water and wastewater system for the identified Intent to Serve Letters which are listed below. With regard to the suspension of Intent to Serve Letters, Section 8.04.080(E)(1) of the CCSD Municipal Code provides as follows and all Intent to Serve Letters contain language in accordance with the requirements of that Section:

The intent to serve letter shall contain conditions reserving the right of the district to revoke the letter as a result of conditions imposed on the district by other governmental agencies, or by a change in availability of resources, or by a change in ordinance, resolutions, rules or regulations adopted by the board of directors for the protection of the health, safety and welfare of the district. The intent to serve letter shall also contain a condition that issuance of the actual connection permit shall be subject to all permit fees in force at the time of issuance of the connection permit. The intent to serve letter does not constitute a

binding commitment to serve water or provide sewer service and such letters may be revoked or suspended by the district at any time. (Emphasis added.)

Based upon the foregoing, and given the “change in availability of resources” experienced by the CCSD, it is well within the Board’s authority to suspend previously issued Intent to Serve Letters. The specific action taken by the Board also included extending the outstanding Intent to Serve Letters for a period of six (6) months after termination of the Stage 3 Water Shortage Emergency or their current expiration date, whichever is later.

Staff has reviewed each of the suspended Intent to Serve Letters (“ITS”) listed below and offers the following updated information for the Board’s consideration.

Single Family Residential:

- Parcel No. 013.084.051 (Evelyn Ct.). Property Owner: Elijah Wogu. ITS issued 12/1/2001. Was due to expire 7/1/2014. MUP issued. Current Status: Building Permit Issued on 10/20/2014. Expires on 10/20/2017
- Parcel No. 024.331.032(Burton Dr.). Property Owner: Janine Settimi. ITS issued 12/1/2000. Was due to expire 6/1/2014. MUP pending. Current Status: Withdrawn

Multi Family Residential:

- Parcel No. 013.151.040 (Schoolhouse Ln.). Property Owner: Peoples Self Help Housing. ITS issued 2/21/2013. Was due to expire 8/21/2014. Current Status: On hold, pending the submittal of additional information to the County of SLO. All connection and in-lieu fees for this project have been paid.
- Parcel No. 024.191.061 (Green St. @ Londonderry). Property Owner: Joseph Lindsey. ITS issued 12/10/1998. This ITS was the subject of prolonged litigation. Current Status: Withdrawn
- Parcel No. 024.191.062 (Green St. @ Londonderry). Property Owner: Higuera Commons LLC. ITS issued 12/10/1998. This ITS was the subject of prolonged litigation. Was due to expire 5/27/2014.

Commercial:

- Parcel No. 022.123.003 (1.29 EDU) (Cornwall St.). Property Owner: SLO County. ITS issued 9/8/2000. Was due to expire 6/1/2017. Current Status: Withdrawn
- Parcel No. 022.381.002 (6.6 EDU) (6276 Moonstone Beach Dr.). Property Owner: Eady Properties. ITS issued 3/1/1999. Was due to expire 7/25/2015. Current Status: Expired
- Parcel No. 024.191.052 (11.78 EDU) (Londonderry Ln. @Ardath). Property Owner: Kingston Bay. ITS issued 11/1/1998. Was due to expire 6/1/2015. Current Status: Withdrawn

There is only one project with a suspended Intent to Serve Letter that is ready to proceed to connect to the District's water system. That project is a single family residence located at 660 Evelyn Court (APN 013-084-051). According to Senior County Planner Airlin Singewald, a building permit was issued for a single family residence on October 20, 2014. This building permit has not been finalized yet and it expires on October 20, 2017. The subject property is located in the Leimert Tract and therefore is only required to connect to the water system. If allowed to proceed, a connection fee in the amount of \$12,688 would be due and payable prior to connection.

There is no other project with a suspended Intent to Serve Letter that is ready to connect to the CCSD water and wastewater systems. It is recommended that the Board consider allowing other projects with suspended Intent to Serve Letters to connect on a case-by-case basis when they are ready to proceed.

BOARD ACTION: Date _____ Approved: _____ Denied: _____
UNANIMOUS ___ROBINETTE ___THOMPSON:___BAHRINGER ___RICE ___SANDERS _____

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.B.**FROM: Timothy J. Carmel, District Counsel
David H. Hirsch, Assistant District Counsel

Meeting Date: June 23, 2016 Subject: DISCUSSION AND CONSIDERATION
OF ADOPTION OF RESOLUTION 28-
2016 APPROVING AN EMPLOYMENT
AGREEMENT BETWEEN THE CCSD
AND GENERAL MANAGER
JEROME D. GRUBER

RECOMMENDATIONS:

It is recommended that the Board of Directors adopt Resolution 28-2016 approving an Employment Agreement with General Manager, Jerome D. Gruber.

FISCAL IMPACT:

Approval of the Employment Agreement will result in a total fiscal impact (salary and benefits) of an additional \$11,230 per year.

DISCUSSION:

Based upon the Board's direction, District Counsel and Assistant District Counsel have negotiated the attached Employment Agreement ("Agreement") with the General Manager. The Agreement has been executed by Mr. Gruber and is being presented to the Board for its approval.

The only change to Mr. Gruber's existing Employment Agreement is a six percent (6%) increase to his annual salary. His current salary is \$160,808.00 and the six percent (6%) increase will bring his salary to \$170,456.48.

As a result of the salary increase, the CCSD contribution into Mr. Gruber's deferred compensation plan ("457 Plan") will increase by \$482 and the CCSD will still match his contributions to the 457 Plan up to \$100 per payroll period. It should be noted that the proposed salary increase will also result in a \$1,314 annual increase in PERS retirement account contributions by the CCSD, a \$190 increase in workers' compensation payments, and a \$147 increase in Medicare contributions. Mr. Gruber also receives a monthly car allowance of \$450, as well as a \$45 monthly cell phone allowance. Mr. Gruber will still pay one-hundred percent (100%) of the employee designated share of the contribution to the Public Employees Retirement System.

In reviewing salaries in other agencies, we have found that, given the extensive and diverse nature of the services provided by the CCSD (water, sewer, fire protection, parks, open space management, refuse collection, and street lighting), as well as the complexity of the wide range of issues currently facing the CCSD, it is difficult to come up with valid comparisons. We are not aware of any other agency of a comparable size that has to address such issues as developing an emergency water supply, obtaining a regular Coastal Development Permit for the Sustainable Water Facility, resolving permit issues with the State Water Resources Control Board, rehabilitating and upgrading the aging wastewater treatment plant and related infrastructure, as well as many other matters involving other State and County agencies, including the California Coastal Commission, Regional Water Quality Control Board and California Department of Parks and Recreation. These intricate water and wastewater issues

come on top of the extreme emergency conditions Cambria has faced relating to a dying Monterey Pine forest and the potential for a catastrophic fire, including the need for preparation of a Local Hazard Mitigation Plan associated therewith.

While recognizing the very different focus of the Coast Unified School District (CUSD) and the CCSD, the fact is that the CUSD is the only other large, complex public entity in Cambria. Management of either entity requires extensive training, advanced management skills, background and experience. According to a May, 2015 Cambrian article, the CUSD Superintendent's salary was increased to \$179,806.64. If approved, Mr. Gruber will have the second highest salary for a community services district general manager in the County behind Paavo Ogren of the Oceano Community Services District, who earns \$200,900 per year and whose contract calls for an additional 2.5% increase in July.

When evaluating Mr. Gruber's salary, it is important to remember that, in addition to all of the historic responsibilities of the CCSD General Manager, Mr. Gruber has also absorbed the position of the Utilities Manager. His assumption of those duties has resulted in savings to the CCSD of salary and benefits in the approximate amount of \$133,000. Also, through departmental restructuring, Mr. Gruber has saved the CCSD a significant amount of additional money.

The last amendment to Mr. Gruber's Employment Agreement was in November, 2014. That amendment modified the termination and severance pay provision only, and no salary increase was provided. At that time, Mr. Gruber received that year's 2.1% Cost of Living Adjustment ("COLA") which was provided to all management employees and consistent with the requirements of his Employment Agreement, although it is noted that Mr. Gruber had voluntarily chosen to waive the management COLA in prior years. He did not receive an increase in salary in 2015. The Salary Analysis set forth below shows that Mr. Gruber has had only two salary increases totaling 7.1% in the five (5) years he has held the position of General Manager (an average increase of 1.8% per year). During the same time period, SEIU employees have received successive cost of living increases of 2.5%, 4%, 3.5% and 3.5% and IAFF employees have received cost of living increases of 1.65%, 2.10%, 4% and 3.5%. Those increases are exclusive of merit pay (or "step") increases, which are given to employees annually on a case by case basis.

General Manager Salary Analysis

Date	Salary	Percent Increase Since Previous Raise	Average Raise Per Year Since Hire	Annual CPI*	Average CPI Since Hire	Average Merit Since Hire
6/23/2011	\$150,000.00			3.00%	3.00%	
7/1/2012	\$150,000.00	0.00%	0.00%	2.30%	2.65%	0
6/28/2013	\$157,500.00	5.00%	2.50%	1.40%	2.23%	0.27%
7/1/2014	\$160,808.00	2.10%	2.40%	1.70%	2.10%	0.30%
7/1/2015	\$160,808.00	0.00%	1.80%	1.10%	1.90%	-0.10%
7/1/2016	\$170,456.48	6.00%	2.73%	TBD	1.90%	0.83%

Projected

*California Consumer Price Index - Bureau of Labor Statistics

Urban Wage Earners and Clerical Workers

Attachment:

- Resolution 28-2016
- Exhibit "A" Employment Agreement

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS:___ROBINETTE___ THOMPSON ___BAHRINGER ___RICE___SANDERS___

RESOLUTION NO. 28-2016

June 23, 2016

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE CAMBRIA COMMUNITY SERVICES DISTRICT
APPROVING AN EMPLOYMENT AGREEMENT WITH
JEROME D. GRUBER**

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

1. The Employment Agreement between the Cambria Community Services District and Jerome D. Gruber, attached hereto as Exhibit "A," is hereby approved.
2. The Board President is authorized to execute the Employment Agreement on behalf of the Cambria Community Services District.

PASSED AND ADOPTED this 23rd day of June, 2016.

Gail Robinette, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Monique Madrid, District Clerk

Timothy J. Carmel, District Counsel

EMPLOYMENT AGREEMENT

This **Employment Agreement** ("Agreement") made and entered into this 1st day of July 2016, by and between the **Cambria Community Services District** (hereinafter referred to as "**Employer**" or "**CCSD**") and **Jerome D. Gruber** (hereinafter referred to as "**Employee**"), who understand as follows:

WITNESSETH:

WHEREAS, Employer desires to continue to employ the services of Employee as General Manager; and

WHEREAS, it is the desire of Employer to provide certain benefits, establish certain conditions of employment and to set working conditions of Employee; and

WHEREAS, it is the desire of Employer to receive and retain the services of Employee and to provide for him to remain in such employment; to make possible full work productivity by assuring his morale and peace of mind with respect to future security; to act as a deterrent against malfeasance, misfeasance or substandard performance on his part; and to provide for terminating his services at such time as he may be unable to fully discharge his duties or when Employer may otherwise desire to terminate his employment; and

WHEREAS, Employee desires to continue in employment as General Manager; and

WHEREAS, this Agreement shall supersede and replace the previous Employment Agreement between the parties dated October 24, 2013, as amended.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

1. Duties of General Manager

Employee agrees to continue to perform the functions and duties of the position of General Manager, and any additional duties as may be assigned from time to time. A general description of the duties and responsibilities of the General Manager is attached to this Agreement and is incorporated herein by this reference as Exhibit A.

2. Term of Agreement

This Agreement commences with an effective date of July 1, 2016, and shall remain in effect for an indefinite term.

- A. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employer to terminate the services of Employee at any time, subject only to the provisions set forth in Section 3 of this Agreement.

- B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employee to resign at any time from his position with Employer.

3. Termination and Severance Pay

Employer may terminate this Agreement without cause, for any reason or for no reason, on nine (9) months' notice to Employee, provided however, that Employee shall not be terminated during or within a period of three months (3) prior to or three (3) months after an election at which a member of the Board of Directors is elected. If this Agreement is terminated by Employer or by operation of law, Employee shall continue to work and receive his salary and other compensation during the notice period. In the alternative and at its sole discretion, Employer may terminate Employee at any time during the notice period and in that event Employer agrees to pay Employee a lump sum cash payment equal to the remaining salary for the notice period; and pay Employee's COBRA benefits equal to the notice period; provided, however, Employer shall have no obligation to provide such notice, severance pay and benefits in the event Employee is terminated for good cause. For the purpose of this Agreement, "good cause" shall include, but not necessarily be limited to, any of the following:

1. A material breach of the terms of this Agreement;
2. A failure to perform his duties in a professional and responsible manner consistent with generally accepted standards of the profession;
3. Conduct unbecoming the position of General Manager or likely to bring discredit or embarrassment to the CCSD.

"Good cause" shall not mean a mere loss of support or confidence by a majority of the Board of Directors of the CCSD.

4. Salary

Commencing July 1, 2016, Employer agrees to pay Employee an annual base salary of One Hundred Seventy Thousand Four Hundred Fifty Six Dollars and Forty Eight Cents (\$170,456.48) for his services. Subsequent increases in salary will be considered at the time of his performance evaluation.

5. Other Compensation

Employer agrees to provide Employee additional benefits as provided to other management employees of the CCSD. Employee agrees to pay one-hundred percent (100%) of the Employee designated share of the contribution to the Public Employees Retirement System in accordance with Section 2.08.150 of the CCSD Municipal Code. In addition, Employee shall receive the following benefits:

- A. Automobile allowance of Four Hundred Fifty Dollars (\$450) per month for business travel within San Luis Obispo County. Employee shall be reimbursed at the standard CCSD mileage rate for all business travel miles outside of San Luis Obispo County.
- B. Employer agrees to match Employee contributions to Employer sponsored supplemental retirement fund ("457 Plan") up to One Hundred Dollars (\$100) per payroll period. In addition, Employer shall deposit an additional amount equal to five percent (5%) of Employee's salary into the 457 Plan.
- C. Employee shall accrue twenty (20) days vacation leave per year.
- D. Employee shall accrue ten (10) days administrative leave per year.

6. Professional Development

As part of its normal budget process and reserving the right to establish appropriate priorities and funding amounts, Employer shall consider requests for funds for certain items, activities and materials deemed necessary and desirable for Employee's continued professional development, participation, growth and advancement. Those items, activities and materials shall include:

- A. Professional dues and subscriptions necessary for full participation in appropriate and relevant associations and organizations;
- B. Travel and subsistence expenses for professional meetings and similar functions (e.g., conferences, workshops, seminars, meetings, etc.) to foster professional development or represent the CCSD;
- C. Other items, activities and materials as may be agreed upon from time to time between Employee and Employer.

7. Performance Review

Employee shall receive annual performance reviews. Based on the outcome of said performance reviews, Employee shall receive adjustments in compensation, as determined by the Board of Directors.

8. General Provisions

The text herein shall constitute the entire Agreement between the parties. Any amendments to this Agreement must be in writing and executed by both parties. This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of Employee.

If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion

thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect. The laws of the State of California shall govern this Agreement.

9. Effective Date

This Agreement shall be effective on July 1, 2016.

In Witness Whereof, Employer and Employee have signed and executed this Agreement, both in duplicate, the day and year first above written.

Employee:

Employer:

Jerome D. Gruber
General Manager

Gail Robinette
CCSD Board President

CAMBRIA COMMUNITY SERVICES DISTRICT**GENERAL MANAGER****DEFINITION:**

Under general direction of the Board of Directors develop, implement and supervise the processes relating to all District functions including: policy development; water resources planning; water distribution and conservation; wastewater treatment plant and sewer collection system operations; fire department; refuse collection; street lighting; operations of community building; fiscal management; administration; Capital Improvement Program and construction activities. Provide highly responsible and complex administrative support to the Board of Directors. The work involves considerable interaction and coordination with representatives of public, consulting professionals, and public and private agencies doing business with the District.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Plan, organize, and coordinate through staff, all work of the District, including the development and implementation of goals, mission statement, objectives, policies, procedures, and work standards of the District, and long and short range plans to ensure attainment of District objectives.
2. Provide guidance, direction and supervision to department heads, develop and maintain, through communication and delegation of responsibility and authority, a well-informed and competent management team that is in concert with approved Board objectives. Conduct employee performance reviews and evaluations.
3. Review and analyze information related to potential water needs, water supply availability, and the state of technology as it relates to water storage, distribution, reclamation and conservation in the origination of plans to meet current and future service demands.
4. Prepares Board Agenda and recommendations for consideration by the Board of Directors.
5. Review and analyze information related to potential wastewater collection and treatment needs and associated facilities to meet current and future service demands.
6. Review and analyze information related to potential fire protection needs of the community to meet current and future service demands.
7. Direct, oversee and participate in the development of the District's work plans; assign work activities, projects and programs; monitor work flow, review and evaluate work products

(Essential Duties and Responsibilities continued)

8. Manage the District's financial operations, oversee the investment of District funds by the Finance Officer and expend District funds in conformity with Board-approved budgets and applicable laws. Forecast future operations including staffing, equipment, materials and supplies and direct the preparation of the annual budget and five year capital improvement program in a form and level of detail as determined by the Board. Prepare and monitor grant and loan applications and debt financing arrangements.
9. Commit funds within the amount approved by the Board of Directors. Review the budget periodically with the Board and proposed corrective action if revenues or expenditures vary materially from the adopted budget.
10. Establish and promote compliance with District, federal and state safety regulations.
11. Expend non-budgeted District funds to meet an emergency which adversely affects, directly or potentially, the ability of the District to perform its services, which puts District property or personnel in jeopardy, which may jeopardize the health and property of the community and its residents, or may result in economic, fiscal or resource losses. Inform the Board on a timely basis of the emergency, the steps and expenditures which have occurred to meet it.
12. Direct the selection, supervision and work evaluation of District staff, monitor and implement employee relations and staff development procedures. Present recommendations for major changes in employee salary structure and benefits. Responsible for labor relations and employee salary negotiations.
13. Administers contracts, policies and ordinances as they relate to various government agencies, community groups, individuals and business, professional and other organizations, and ensures that the District is in compliance with all contractual and legal requirements.
14. Negotiate contracts and solutions on a variety of administrative, fiscal, capital improvement and special project issues and participates in the development, preparation, analysis and review of reports, studies, programs and budgets.
15. Administers construction contracts and approves change orders.
16. Keeps the Board advised on departmental activities through oral and written reports.
17. Represents the District before various agencies, groups and organizations.
18. Respond to and resolve difficult and sensitive user inquiries and complaints.
19. Acts as a Chief Planning Officer in preparing and filing environmental determinations in behalf of the District.
20. Perform related duties as assigned.

OTHER DUTIES AND RESPONSIBILITIES:

1. Available for evening and weekend meetings and activities relating to District business
2. Be able to respond to District emergencies
3. Attend association meetings and seminars relating to District functions and issues.

KNOWLEDGE/SKILLS/ABILITIES:

1. Knowledge of organizational and management practices as applied to the analysis and evaluation of programs, policies and operational needs.
2. Knowledge of administrative principles and practices; including goal setting, program and budget development and implementation, and employee relations and supervision.
3. Knowledge of pertinent Federal, State and local laws, codes and regulations relative to community services district operations.
4. Ability to plan, organize and implement complex programs and projects.
5. Knowledge of funding sources impacting service and program development.
6. Knowledge of principles and practices of construction and service contract negotiations and administration.
7. Knowledge of the administration of project design, permitting and construction.
8. Ability to determine long range needs for expansion and construction and to plan and organize work for the efficient accomplishment of such objectives.
9. Ability to establish and maintain effective working relationships.
10. Knowledge of planning and permitting processes and the administration of the California Environmental Quality Act (CEQA) as it relates to district projects.
11. Ability to communicate clearly and concisely, both orally and in writing.

REQUIRED QUALIFICATIONS:**EDUCATION/TRAINING**

Minimum:	Bachelor's degree in public or business administration, management, civil engineering or related field
Preferred:	Master's degree in any of the above

(Required Qualifications continued)

EXPERIENCE

- Minimum:** Seven years of management level experience in the areas of staff development, finance/budget, capital projects, personnel management, intergovernmental relations/negotiations and interdepartmental coordination.
- Preferred:** Extensive management experience reporting to an elected board or commission which has provided a broad knowledge of the operation of local government in California along with water related issues and the operation of a community services district.

SPECIAL LICENSES/CERTIFICATIONS

- Minimum:** Valid California "C" drivers license. Must maintain satisfactory DMV record and ability to maintain insurability.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.C.**

FROM: Jerry Gruber, General Manager

Meeting Date: June 23, 2016 Subject: DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 29-2016 AMENDING THE BYLAWS RELATING TO THE TIME OF REGULAR MEETINGS OF THE BOARD OF DIRECTORS AND ESTABLISHING MEETING TIMES FOR THE REMAINDER OF 2016

RECOMMENDATIONS:

Staff recommends that the Board of Directors discuss the issue of changing meeting times for its regular meetings. Resolution 29-2016 has been prepared if the Board would like to proceed with modifying the Bylaws to provide that meeting times will be established by separate resolution, as well as to establish the time for its regular meetings for the remainder of 2016.

FISCAL IMPACT:

No fiscal impact has been identified relating to the Board of Directors adopting revisions to their Bylaws relating to the time of its regular meetings.

DISCUSSION:

At recent meetings, the Board has had discussions regarding amending the Bylaws relating to the time of its regular meetings. The Board of Directors Bylaws were last revised in February, 2015. Section 2.1 of the Bylaws provides as follows:

Regular meetings of the Board of Directors shall commence at 12:30 pm on the fourth Thursday of each calendar month in the Veteran's Memorial Hall located at 1000 Main Street, Cambria unless otherwise directed by the Board of Directors.

President Robinette and Director Rice agreed to meet and discuss the issue and return to the Board with their recommendation. Subsequently, they have met and are recommending that the Bylaws be modified to remove the language designating the meeting time, so that the meeting times can then be established by the Board by resolution. They are also proposing that the Board schedule the August 25th meeting for 4:00, and then discuss meeting times for the remainder of the year.

Based upon the foregoing, Resolution 29-2016 has been prepared for the Board's consideration. It includes modifying Section 2.1 of the Bylaws as follows:

Regular meetings of the Board of Directors shall be on the fourth Thursday of each calendar month in the Veterans Memorial Hall, located at 1000 Main Street, Cambria, unless otherwise directed by the Board of Directors. The time for holding Regular meetings of the Board of Directors shall be established by resolution.

The Resolution also contains the following section, which the Board can discuss and complete as appropriate:

The following times are hereby established the Board of Directors meetings for the remainder of 2016:

July 2016:

August 2016: 4:00 p.m.

September 2016:

October 2016:

November 2016:

December 2016:

Attachment: Resolution 29-2016

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS:___ROBINETTE___ THOMPSON ___ BAHRINGER ___ RICE___ SANDERS___

**RESOLUTION NO. 29-2016
June 23, 2016**

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
APPROVING A REVISION TO THE CAMBRIA COMMUNITY SERVICES
DISTRICT BYLAWS RELATING TO THE
TIME OF ITS REGULAR MEETINGS**

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

- 1. Section 2.1 of the Cambria Community Services District Bylaws is amended to read as follows:

“2.1 Regular meetings of the Board of Directors shall be on the fourth Thursday of each calendar month in the Veterans Memorial Hall, located at 1000 Main Street, Cambria, unless otherwise directed by the Board of directors. The time for holding Regular meetings of the Board of Directors shall be established by resolution.”

- 2. The following times are hereby established the Board of Directors meetings for the remainder of 2016:

July 2016:
 August 2016: 4:00 p.m.
 September 2016:
 October 2016:
 November 2016:
 December 2016:

PASSED AND ADOPTED this 23rd day of June, 2016.

Gail Robinette, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Monique Madrid, District Clerk

Timothy J. Carmel, District Counsel

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.D.**

FROM: Jerry Gruber, General Manager
Haley Dodson, Confidential Admin Assistant

Meeting Date: June 23, 2016 Subject: CONSIDERATION OF VOTING TO
ELECT A REPRESENTATIVE TO THE
CSDA BOARD OF DIRECTORS,
COASTAL NETWORK SEAT B

RECOMMENDATIONS:

Staff recommends that the Board of Directors consider and vote for a candidate as the representative to the CSDA Board of Directors, Coastal Network Seat B, and authorize the Board President to execute the ballot and submit it on behalf of the CCSD.

FISCAL IMPACT:

None.

DISCUSSION:

The Cambria Community Services District is a member of the California Special District Association ("CSDA"). CSDA is governed by an 18-member Board of Directors elected by mail ballots. The Board consists of three directors from each of six "networks" located throughout California. The CCSD is located in the Coastal Network.

CSDA has requested that the CCSD vote to elect a representative to the CSDA Board of Directors for Coastal Network Seat B for a three year term. Ballots are due by 5:00 p.m. on August 5, 2016.

There are three candidates for Seat B: Anthony "Bear" Kalvans, from the San Miguel Community Services District; Jeff Hodge, from the Santa Ynez Community Services District; and Sharon Rose, from the Goleta Sanitary District. Information about the three candidates is attached for reference.

It is recommended that the Board of Directors consider the candidates and select one to be the Coastal Network Seat B representative and authorize the Board President to execute the ballot and submit it on behalf of the CCSD.

Attachment: CSDA 2016 Board Elections – Mail Ballot Information

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS: ___ ROBINETTE ___ SANDERS ___ THOMPSON ___ BAHRINGER ___ RICE



**California Special
Districts Association**

Districts Stronger Together

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2016 BOARD ELECTIONS

MAIL BALLOT INFORMATION

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Network for Seat B.

Each of CSDA's six (6) networks has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your network. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director to represent its network.

We have enclosed the candidate information for each candidate who submitted one. Please vote for **only one** candidate to represent your network in Seat B and be sure to sign, date and fill in your member district information. If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 5, 2016**.

If you do not use the enclosed envelope, please mail in your ballot to:

California Special Districts Association

Attn: 2016 Board Elections

1112 I Street, Suite 200

Sacramento, CA 95814

Please contact Charlotte Lowe toll-free at 877.924.CSDA or charlottel@cdda.net with any questions.



California Special
Districts Association
Districts Stronger Together

2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Anthony Kalvans
 District/Company: San Miguel Community Services District
 Title: Director
 Elected/Appointed/Staff: Elected
 Length of Service with District: 3 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

only in county chapter

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

NO

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

VP San Miguel Advisory Council, VP
SLO county chapter CSDA, citizens transportation advise
and water resources advisory committee

4. List civic organization involvement:

vice President San Miguel lions club,

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.**

Jeff is currently the General Manager of the Santa Ynez Community Services District.

Jeff has a Bachelor of Arts degree in Political Science and a Master's degree in Business Administration.

He has over 20 years' experience managing Special Districts in Colorado, Arizona and California. He has managed special districts that provided Fire, Police, Water, Sewer, Trash, Cemetery, Roads, Street Lights, Parks and Recreation, and Drainage.

Jeff has a California Grade IV Wastewater Plant Operator certification and the highest Wastewater treatment certification level in Colorado and Arizona. He also holds certification in Water Treatment and Water Distribution in Arizona. He was elected to a Fire District Board and Park and Recreation District Board for four years.

Jeff was instrumental in helping form a Park and Recreation District in Southern Colorado.

He was appointed to an airport advisory board in Colorado and Arizona and is a two time past president of different local Rotary Clubs.

He has experience in writing, introducing and shepherding legislation for Special Districts, permitting and constructing new water and wastewater facilities and upgrading existing facilities.

Jeff is married to Christine and has two daughters and one granddaughter.

Jeff enjoys flying, sailing, kayaking and exploring all the great things California and the world has to offer.

Jeff Hodge



**California Special
Districts Association**
Districts Stronger Together

2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Jeff Hodge

District/Company: Santa Ynez Community Services District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 2.5 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

None

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

Association of California Water Agencies (ACWA), California Association of Sanitation Agencies (CASA).

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

None

4. List civic organization involvement:

None

****Candidate Statement –** Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.**

Dear CSDA Members:

My name is Sharon Rose. I have served as an elected board member of Goleta Sanitary District for three and a half years. I have also served actively in two statewide associations engaged in passing legislation: The Golden State Manufactured Home Owners League and The CA Tobacco Control Program.

My professional experience includes: government and non-profit management, private industry news media and raising a family.

After years in public service in the High Sierras, I moved to the Central Coast 11 years ago. I feel my skills will help CSDA meet their organizational needs, both in Sacramento and at the chapter level.

Local government is the strongest branch of our democracy. It's where "we the people" know each other personally and get things done. As a former county official who served in rural and urban areas, I learned the value of finding common goals, innovation and vision. Good governance exists in the smallest and largest places. It builds trust; which in turn builds healthy, resilient communities.

With politics as our backdrop, we know the wind changes. What's important to me is when change occurs, good people remain who are dedicated to working together—regardless of alliance. I know we all share a common goal of protecting California's quality of life—economically, socially and environmentally.

The drought crisis, coupled with energy and economic challenges, teach the future calls for innovation and collaboration.

My toolkit includes a willingness to serve, an open mind, creativity, collaborative decision-making and networking, communications and fundraising skills, a sense of humor, the ability to listen, a willingness to study the issues, ability to borrow and share ideas, and the ability to compromise.

Thank you. I respectfully request your vote to the CSDA board.

Sharon Rose

Goleta, California



California Special
Districts Association
Districts Stronger Together

2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information MUST accompany your nomination form and Resolution/minute order:

Name: Sharon Rose

District/Company: Goleta Sanitary

Title: Board President

Elected/Appointed/Staff: Elected

Length of Service with District: 4 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Attend local chapter meetings

Attended first governance academy

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

GSMDL - Golden State Manufactured Homeowners League

CA Dept. of Health -

4. ^{CIVIC} List local government involvement (such as LAFCo, Association of Governments, etc.): SCAMPRI - Vice President (So. Coast Alliance of Mobile Home Park Residents)

Member: The Goleta Coalition, CSPA - Local Chapter

University Park Homeowners Association (President)

3. ^{govt:} List civic organization involvement:

Goleta Sanitary Board member (President)

Retired: Santa Barbara Co. Alcohol & Drug Program Prevention Manager

**Candidate Statement -- Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.

CSDA BOARD OF DIRECTORS 2016 ELECTION

OFFICIAL BALLOT



**COASTAL
NETWORK**

SEAT B

term ends 2019

Please vote for only one.

- Anthony Kalvans**
San Miguel Community Services District
- Jeff Hodge**
Santa Ynez Community Services District
- Sharon Rose**
Goleta Sanitary District

All fields must be completed for ballot to be counted.

** incumbent running for re-election*

SIGNATURE:

DATE:

MEMBER DISTRICT:

Must be received by **5pm, August 5, 2016**. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.E.**

FROM: Jerry Gruber, General Manager

Meeting Date: June 23, 2016Subject: DISCUSSION AND CONSIDERATION
TO RECEIVE A DRAFT RESERVE
POLICY**RECOMMENDATIONS:**

Staff recommends that the Board of Directors discuss the development of a cash reserve policy for the District and provide direction to staff for drafting that policy.

FISCAL IMPACT:

No immediate impact.

DISCUSSION:

Staff recommends that the District have a policy for the management of cash reserves. The following documents are attached to initiate a discussion regarding preparation of a cash reserve policy.

- Government Finance Officers Association (GFOA) "Best Practice" entitled "Determining the Appropriate Level of Unrestricted Fund Balance in the General Fund" is provided as Exhibit A; and
- GFOA "Best Practice" entitled "Replenishing General Fund Balance" is provided as Exhibit B.

Staff recommends the policy include goals for all three major funds: General, Water and Wastewater.

Staff recommends a straightforward policy similar to that adopted by the Town of Atherton. A copy of the "Fund Balance" policy for the Town of Atherton is attached as Exhibit C.

Staff further recommends that the policy contain a "rate stabilization" component. A copy of the reserve policy for the Utilities Department for the City of Stockton is provided as Exhibit D because it includes rate stabilization in utility funds.

A rough first draft of a policy for the District is attached as Exhibit E. This draft is only intended to be used as a starting point in the development of the final policy. Based on direction provided by the Board, staff will return with a proposed final policy for consideration of adoption at a future meeting.

Attachments: Exhibit A: GFOA "Best Practice" entitled "Determining the Appropriate Level of Unrestricted Fund Balance in the General Fund";

Exhibit B: GFOA "Best Practice" entitled "Replenishing General Fund Balance";
Exhibit C: Town of Atherton Fund Balance Policy;
Exhibit D: Reserve Policy for the City of Stockton; and
Exhibit E: Draft Reserve Policy for the CCSD.

BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS:___ ROBINETTE___ THOMPSON___BAHRINGER ___ RICE ___ SANDERS___

[About GFOA](#)[Products and Services](#)[Annual Conference](#)[Award Programs](#)[Topics](#)[Home](#) / [Products and Services](#) / [Resources](#) / [Best Practices/Advisories](#) / Determining the Appropriate Level of Unrestricted Fund Balance in the General Fund

Resources

Best Practices/Advisories

[Public Policy Statements](#)[E-Books](#)[Publications](#)[Other Products](#)[Government Finance Review](#)[Research Reports](#)[Yield Advantage](#)[Federal Government Relations](#)[Canadian Finance](#)[News and Announcements](#)

Consulting

[Consulting Services](#)[Custom Research](#)

Training

[Search for Training](#)[CPE Guide](#)[Guide for Instructors](#)[Advanced Government Finance Institute](#)[Certification Program \(CPFO\)](#)[Training Policies](#)

Determining the Appropriate Level of Unrestricted Fund Balance in the General Fund

Type: Best Practice

Approved by GFOA's Executive Board: October 2009

Background:

Accountants employ the term *fund balance* to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government's budgetary basis.¹ In both cases, fund balance is intended to serve as a measure of the financial resources available in a governmental fund.

Accountants distinguish up to five separate categories of fund balance, based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts can be spent: *nonspendable fund balance*, *restricted fund balance*, *committed fund balance*, *assigned fund balance*, and *unassigned fund balance*.² The total of the last three categories, which include only resources without a constraint on spending or for which the constraint on spending is imposed by the government itself, is termed *unrestricted fund balance*.

It is essential that governments maintain adequate levels of fund balance to mitigate current and future risks (e.g., revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are a crucial consideration, too, in long-term financial planning.

In most cases, discussions of fund balance will properly focus on a government's general fund. Nonetheless, financial resources available in other funds should also be considered in assessing the adequacy of unrestricted fund balance (i.e., the total of the amounts reported as committed, assigned, and unassigned fund balance) in the general fund.

Credit rating agencies monitor levels of fund balance and unrestricted fund balance in a government's general fund to evaluate a government's continued creditworthiness. Likewise, laws and regulations often govern appropriate levels of fund balance and unrestricted fund balance for state and local governments.

Those interested primarily in a government's creditworthiness or economic condition (e.g., rating agencies) are likely to favor increased levels of fund balance. Opposing pressures often come from unions, taxpayers and citizens' groups, which may view high levels of fund balance as "excessive."

Recommendation:

GFOA recommends that governments establish a formal policy on the level of unrestricted fund balance that should be maintained in the general fund.³ Such a guideline should be set by the appropriate policy body and should provide both a temporal framework and specific plans for increasing or decreasing the level of unrestricted fund balance, if it is inconsistent with that policy.⁴

The adequacy of unrestricted fund balance in the general fund should be assessed based upon a government's own specific circumstances. Nevertheless, GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures.⁵ The choice of revenues or expenditures as a basis of comparison may be dictated by what is more predictable in a government's particular circumstances.⁶ Furthermore, a government's particular situation often may require a level of unrestricted fund balance in the general fund significantly in excess of this recommended minimum level. In any case, such measures should be applied within the context of long-term forecasting, thereby avoiding the risk of placing too much emphasis upon the level of unrestricted fund balance in the general fund at any one time.

In establishing a policy governing the level of unrestricted fund balance in the general fund, a government should consider a variety of factors, including:

- The predictability of its revenues and the volatility of its expenditures (i.e., higher levels of unrestricted fund balance may be needed if significant revenue sources are subject to unpredictable fluctuations or if operating expenditures are highly volatile);
- Its perceived exposure to significant one-time outlays (e.g., disasters, immediate capital needs, state budget cuts);
- The potential drain upon general fund resources from other funds as well as the availability of resources in other funds (i.e., deficits in other funds may require that a higher level of unrestricted fund balance be maintained in the general fund, just as, the availability of resources in other funds may reduce the amount of unrestricted fund balance needed in the general fund);⁷
- Liquidity (i.e., a disparity between when financial resources actually become available to make payments and the average maturity of related liabilities may require that a higher level of resources be maintained); and
- Commitments and assignments (i.e., governments may wish to maintain higher levels of unrestricted fund balance to compensate for any portion of unrestricted fund balance already committed or assigned by the government for a specific purpose).

Furthermore, governments may deem it appropriate to exclude from consideration resources that have been committed or assigned to some other purpose and focus on unassigned fund balance rather than on unrestricted fund balance.

Naturally, any policy addressing desirable levels of unrestricted fund balance in the general fund should be in conformity with all applicable legal and regulatory constraints. In this case in particular, it is essential that differences between GAAP fund balance and budgetary fund balance be fully appreciated by all interested parties.

Committee: Accounting, Auditing, and Financial Reporting
Governmental Budgeting and Fiscal Policy

Notes:

¹ For the sake of clarity, this recommended practice uses the terms GAAP fund balance and budgetary fund balance to distinguish these two different uses of the same term.

² These categories are set forth in Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, which must be implemented for financial statements for periods ended June 30, 2011 and later.

³ Sometimes restricted fund balance includes resources available to finance items that typically would require the use of unrestricted fund balance (e.g., a contingency reserve). In that case, such amounts should be included as part of unrestricted fund balance for purposes of analysis.

⁴ See Recommended Practice 4.1 of the National Advisory Council on State and Local Budgeting governments on the need to "maintain a prudent level of financial resources to protect against reducing service levels or raising taxes and fees because of temporary revenue shortfalls or unpredicted one-time expenditures" (Recommended Practice 4.1).

⁵ In practice, a level of unrestricted fund balance significantly lower than the recommended minimum may be appropriate for states and America's largest governments (e.g., cities, counties, and school districts) because they often are in a better position to predict contingencies (for the same reason that an insurance company can more readily predict the number of accidents for a pool of 500,000 drivers than for a pool of fifty), and because their revenues and expenditures often are more diversified and thus potentially less subject to volatility.

⁶ In either case, unusual items that would distort trends (e.g., one-time revenues and expenditures) should be excluded, whereas recurring transfers should be included. Once the decision has been made to compare unrestricted fund balance to either revenues or expenditures, that decision should be followed consistently from period to period.

⁷ However, except as discussed in footnote 4, not to a level below the recommended minimum.

[Download Best Practice](#)



© 2014 Government Finance Officers Association of the United States and Canada

203 N. LaSalle Street - Suite 2700 | Chicago, IL 60601-1210 | Phone: (312) 977-9700 - Fax: (312) 977-4806

[About GFOA](#)[Products and Services](#)[Annual Conference](#)[Award Programs](#)[Topics](#)[Home](#) / [Products and Services](#) / [Resources](#) / [Best Practices/Advisories](#) / Replenishing General Fund Balance

Resources

Best Practices/Advisories

[Public Policy Statements](#)[E-Books](#)[Publications](#)[Other Products](#)[Government Finance Review](#)[Research Reports](#)[Yield Advantage](#)[Federal Government Relations](#)[Canadian Finance](#)[News and Announcements](#)

Consulting

[Consulting Services](#)[Custom Research](#)

Training

[Search for Training](#)[CPE Guide](#)[Guide for Instructors](#)[Advanced Government Finance Institute](#)[Certification Program \(CPFO\)](#)[Training Policies](#)

Replenishing General Fund Balance

Type: Best Practice

Approved by GFOA's Executive Board: February 2011

Background:

It is essential that governments maintain adequate levels of fund balance to mitigate risks and provide a back-up for revenue shortfalls.

The adequacy of unrestricted fund balance¹ in the general fund should be assessed based upon a government's specific circumstances. Nevertheless, GFOA recommends, at a minimum, that general-purpose governments, regardless of size, incorporate in its financial policies that unrestricted fund balance in their general fund be no less than two months of regular general fund operating revenues or regular general fund operating expenditures.

If fund balance falls below a government's policy level, then it is important to have a solid plan to replenish fund balance levels. Rating agencies consider the government's fund balance policy, history of use of fund balance, and policy and practice of replenishment of fund balance when assigning ratings. Thus, a well developed and transparent strategy to replenish fund balance may reduce the cost of borrowing. However, it can be challenging to build fund balances back up to the recommended levels because of other financial needs and various political considerations.

Recommendation:

GFOA recommends that governments adopt a formal fund balance policy that defines the appropriate level of fund balance target levels. Also, management should consider specifying the purposes for which various portions of the fund balances are intended. For example, one portion of the fund balance may be for working capital, one for budgetary stabilization, and one for responding to extreme events. This additional transparency helps decision makers understand the reason for maintaining the target levels described in the fund balance policy.

Governments should also consider providing broad guidance in their financial policies for how resources will be directed to fund balance replenishment. For example, a policy may define the revenue sources that would typically be looked to for replenishment of fund balance. This might include non-recurring revenues, budget surpluses, and excess resources in other funds (if legally permissible and if there is defensible rationale). Year-end surpluses are an especially appropriate source for replenishing fund balance.

Finally, a government should consider including in its financial policy a statement that establishes the broad strategic intent of replenishing fund balances as soon as economic conditions allow. This emphasizes fund balance replenishment as a financial management priority.

Governments are subject to a number of factors that could require the use of fund balances. It is therefore incumbent on jurisdictions to minimize the use of fund balance, except in very specific circumstances. Replenishment should take place in a prompt fashion with amounts that have been used to ensure that the jurisdiction is properly prepared for contingencies. With the foundation of a financial policy in place, governments should use their long-term financial planning and budget processes to develop a more detailed strategy for using and replenishing fund balance. With these criteria in mind, the government should develop a replenishment strategy and timeline for replenishing fund balances as soon as possible, and that is still appropriate to prevailing budgetary and economic conditions and that considers the following:

1. The policy should define the time period within which and contingencies for which fund balances will be used. This gives the public a sense for how fund balance is being used as a bridge to ensure stable cash flow and provide service continuity.
2. The policy should describe how the government's expenditure levels will be adjusted to match any new economic

realities that are behind the use of fund balance as a financing bridge.

3. The policy should describe the time period over which the components of fund balance will be replenished and the means by which they will be replenished. Frequently, a key part of the replenishment plan will be to control operating expenditures and use budget surpluses to replenish fund balance. The replenishment plan might also specify any particular revenue source that will aid in the replenishment of fund balances. For example, if the government has a volatile sales tax yield, it might specify that yields that are significantly above average would be used to replenish fund balances.

Generally, governments should seek to replenish their fund balances within one to three years of use. However, when developing the specifics of the replenishment plan, governments should consider a number of factors that influence the rate and time period over which fund balances will be replenished. Factors influencing the replenishment time horizon include:

1. *The budgetary reasons behind the fund balance targets.* The government should consider special conditions that may have caused it to set its fund balance target levels higher than the GFOA-recommended minimum level. For example, if targets are higher because the community has very volatile cash flows, then the government would want to build the fund balances back up more quickly compared to governments with more stable cash flows.
2. *Recovering from an extreme event.* An extreme event, such as a natural disaster, that has required the government to use a portion of its fund balance, may make it infeasible to replenish the fund balance as quickly as normal, depending upon the severity of the event.
3. *Political continuity.* Replenishing fund balance takes political will, and that will is often strengthened by the memory of the financial challenge that caused the use of fund balances in the first place. If the governing board and/or management are already committed to a particular financial policy, the replenishment strategy should be as consistent as possible with that policy in order to maximize political support.
4. *Financial planning time horizons.* Fund balances should typically be replenished within the time horizon covered by the organization's long-term financial plan. This puts the entire replenishment plan in context and shows the public and decision makers the expected positive outcome of the replenishment strategy.
5. *Long-term forecasts and economic conditions.* Expectations for poor economic conditions may delay the point at which fund balances can be replenished. However, in its replenishment plan the government should be sure to set a benchmark (e.g., after fund balances have dropped to a certain point below desired target levels) for when use of fund balance is no longer acceptable as a source of funds.
6. *Milestones for gradual replenishment.* A replenishment plan will likely be more successful if it establishes replenishment milestones at various time intervals. This is especially important if replenishment is expected to take place over multiple years (e.g., if you are starting from 75% of your target, set a goal to reach 80 percent of target in one year, 90 percent in two years, and 100 percent in three years).
7. *External financing expectations.* A replenishment plan that is not consistent with credit rating agency expectations may increase the government's cost of borrowing. It is important that the logic used by the government to develop the replenishment plan be communicated in an effective fashion to external lenders.

Committee: Accounting, Auditing, and Financial Reporting
Governmental Budgeting and Fiscal Policy

Notes: ¹ Unrestricted fund balance comprises the committed, assigned, and unassigned fund balance categories.

References:

- GFOA Best Practice Appropriate Level of Unrestricted Fund Balance in the General Fund, 2009.
- For a fuller explanation of the concept of "bridging" in financial distress, please visit GFOA's financial recovery website at www.gfoa.org/financialrecovery.

[Download](#)



© 2014 Government Finance Officers Association of the United States and Canada

203 N. LaSalle Street - Suite 2700 | Chicago, IL 60601-1210 | Phone: (312) 977-9700 - Fax: (312) 977-4806



Town of Atherton

Fund Balance Policy for the General Fund

Exhibit A

Purpose

To help the Town of Atherton provide quick response to weather economic uncertainty, unexpected situations such as natural disasters, provide sufficient cash flow to avoid the need for short-term borrowing. The policy establishes the appropriate level of reserves which the Town will strive to maintain in its General Fund balance; how the target fund balances will be funded; and the conditions under which fund balances can be used.

For purposes of this Policy, the definition of "reserves" is limited to the portion of fund balance that is *unreserved*. Unreserved is to mean not set aside for existing legal obligations of the Town.

1. Amounts Held in Reserve

The Town will strive to hold the amounts listed below in General Fund balance, expressed as a percentage of the Town's annual operating expenditures of the General Fund. These amounts are expressed as goal ranges to recognize that fund balance levels can fluctuate from year to year due to the normal course of Town government operations.

- 15-20% - Budget Stabilization Reserve for economic uncertainty, possible State borrowing of Town's fund, known or anticipated future obligations.
- 15-20% - Emergency Disaster Reserve for unforeseen events such as natural disasters, catastrophic accidents.
- 5-10% - Working Capital to provide sufficient cash flow.

2. Funding Target Fund Balance

Funding of General Fund balance targets will generally come from excess revenues over expenditures or one-time revenues. The reserves will be funded in the following priority order:

- Budget Stabilization
- Emergency Disaster

- Working Capital
- Self-insurance Reserve
- GASB 45 unfunded post-employment benefits other than pensions (retiree health-care)
- Capital improvement projects

3. Conditions for Use of Reserves

The use of reserves shall be limited to unanticipated, non-recurring needs, or anticipated future obligations. Fund balances shall not be used for normal or recurring annual operating expenditures.

The City Manager is authorized to make recommendations to the City Council for use of reserves. A majority vote of the City Council will be required to use reserves. Any recommendation shall be accompanied by a proposal for the replenishment of the reserves to the City Council.

In no circumstances shall the total General Fund reserve balance drop below 15% of the Town's annual operating expenditures for the General Fund.

**CITY OF STOCKTON, CALIFORNIA
CITY COUNCIL POLICY**

Subject:	Policy No. 700-5	Page No. 1 of 2
RESERVE POLICY – MUNICIPAL UTILITIES DEPARTMENT OPERATING FUNDS	Effective Date: 12/20/06	

BACKGROUND

Essential components of a prudent fiscal policy for the Municipal Utilities Department include formal provisions for operating reserve funds and the management of utility rate volatility. Documented operating reserve policies and rate stabilization accounts are standard industry practices that address these fiscal management needs.

As part of discussions over the past year with the three rating agencies, Standard & Poor's (S&P), Moody's and Fitch, it was noted that the City currently does not have a documented written reserve policy, or procedures for maintaining Rate Stabilization Accounts in the Water, Wastewater, and Storm Water Enterprise Funds.

Although the City has applied caution and diligence when arriving at budgetary decisions, in light of the above mentioned determinations, a written policy establishing target minimum reserve levels and procedures for establishing rate stabilization accounts, will assist both the Council and Management in managing these important fiscal considerations.

PURPOSE

The purpose of this Policy is to establish a Reserve Policy for the Water, Wastewater, and Storm Water Funds; and to outline procedures to maintain Rate Stabilization Accounts as part of the City's reserve policy.

The reserve policy will mitigate any future revenue fluctuations, where the revenues generated by Water, Wastewater, and Storm Water Funds are interrupted or otherwise insufficient to offset the operating expenditure for those accounts. The Rate Stabilization Accounts will help minimize the impact of potentially significant rate increases necessitated by the need to fund future planned capital improvement projects.

POLICY

To ensure sound fiscal management and preserve City Council discretion in its resource allocation decisions, and to minimize the impact to citizens of potentially significant rate increases, the City establishes the following Reserve Policy for Water, Wastewater, and Storm Water Funds.

1. Build a six-month reserve of the annual operating budget of the Municipal Utilities Department Water, Wastewater and Storm Water Funds using a three-

**CITY OF STOCKTON, CALIFORNIA
CITY COUNCIL POLICY**

Subject:	Policy No. 700-5	Page No. 2 of 2
RESERVE POLICY – MUNICIPAL UTILITIES DEPARTMENT OPERATING FUNDS	Effective Date: 12/20/06	

year trend to project the actual amount.

2. Transfer all revenue exceeding expenses, after the payment of debt service and on-going capital project costs, into the reserve account until the target is met.
3. Establish Rate Stabilization Accounts in the respective funds and transfer all remaining revenue exceeding expenses on an “as needed” basis; such as when an upcoming project is expected to significantly increase rates. The Rate Stabilization Accounts will help distribute any rate increase over a period of time in lieu of a one-time increase.

The recommended target amounts are based on advice from rating agencies and established best practices utilized by other State and local agencies.

PROCEDURE

1. A portion of fund balance is reserved as legally required by Generally Accepted Accounting Principles (GAAP). These funds are not available for appropriation due to legal obligations.
2. Unreserved fund balances available for appropriation can be reserved through Council action or designated by the City Council or City Manager. A designation is defined as a government’s self-imposed limitation on the use of otherwise available expendable financial resources in governmental funds.
3. The City Council shall adopt a policy to establish the level of unreserved fund balance that should be maintained with the target level being six months of annual operating budget for the Municipal Utilities Department Water, Wastewater, and Storm Water Funds.
4. Amounts in the reserve may be contributed to a Rate Stabilization Account as deemed necessary at times of planned capital improvement projects with the potential of creating a significant rate increase.
5. This Reserve Policy and Rate Stabilization Account are to be reviewed annually by the City Council during the budget review and adoption process and adjusted accordingly.

Adopted by Resolution No. 06-0618 - 12/19/2006

D R A F T

CAMBRIA COMMUNITY SERVICES DISTRICT FUND BALANCE CASH RESERVE POLICY

PURPOSE

Cambria Community Services District provides public service through three independent financial funds:

- the General Fund,
- the Water Fund, and
- the Wastewater Fund.

Essential components of a prudent fiscal policy for the District include formal provisions for managing cash reserve policies and managing rate volatility. This policy is to allow the District to weather economic uncertainty and unexpected situations such as natural disasters, to provide sufficient cash flow to avoid the need for short-term borrowing, and to provide financial resources to minimize the impact on rates of significant capital projects. This policy establishes the appropriate level of reserves which the District will try to maintain in the General Fund, Water Fund and Wastewater Fund balances; how the target fund balances will be funded; and the conditions under which fund balances can be used.

For purposes of this Policy, the definition of “reserves” is limited to the portion of fund balance that is unreserved. Unreserved is to mean not set aside for existing legal obligations of the District.

AMOUNTS HELD IN RESERVE

General Fund Cash Balance. The District will strive to hold the amounts listed below in the General Fund Cash Balance. The amounts will be expressed as a percentage of the District’s annual operating expenditures of the General Fund using a three year trend to develop the actual amount. These amounts are expressed as goal ranges to recognize that fund balance levels can fluctuate from year to year due to the normal course of District government operations.

- Budget Stabilization Reserve 10-15% to provide for economic uncertainty where revenues are interrupted or otherwise insufficient to offset operating expenditures and to provide for known or unknown future obligations.
- Liability Contingency and Emergency Disaster Reserve 15-20% to provide for major unforeseen liabilities and events such as natural disasters and catastrophic events.
- Working Capital Reserve 10-15% to provide sufficient cash flow.

Water Fund Cash Balance. The District will strive to hold the amounts listed below in the Water Fund Cash Balance. The Budget Stabilization, Liability Contingency/Emergency Disaster and Working Capital Reserves will be expressed as a percentage of the annual operating expenditures of the Water Fund using a three year trend to develop the actual amount. These amounts are expressed as goal ranges to recognize that fund balance levels can fluctuate from year to year due to the normal course of District government operations.

DRAFT

The Rate Stabilization Reserve will be expressed as a fixed amount based on the projected costs of expected impacts that will be mitigated with these funds.

- Budget Stabilization Reserve: 10-15% for economic uncertainty where revenues are interrupted or otherwise insufficient to offset operating expenditures and to provide for known or unknown future obligations.
- Liability Contingency and Emergency Disaster Reserve 15-20% to provide for major unforeseen liabilities and events such as natural disasters and catastrophic events.
- Working Capital Reserve 10-15% to provide sufficient cash flow.
- Rate Stabilization Reserve: To help minimize the impact of potentially significant rate increases necessitated by the need to fund future planned capital improvement projects.

Wastewater Fund Cash Balance. The District will strive to hold the amounts listed below in the Wastewater Fund Cash Balance. The Budget Stabilization, Liability Contingency/Emergency Disaster and Working Capital Reserves will be expressed as a percentage of the annual operating expenditures of the Wastewater Fund using a three year trend to develop the actual amount. These amounts are expressed as goal ranges to recognize that fund balance levels can fluctuate from year to year due to the normal course of District government operations.

The Rate Stabilization Reserve will be expressed as a fixed amount based on the projected costs of expected impacts that will be mitigated with these funds.

- Budget Stabilization Reserve: 10-15% for economic uncertainty where revenues are interrupted or otherwise insufficient to offset operating expenditures and to provide for known or unknown future obligations.
- Liability Contingency and Emergency Disaster Reserve 15-20% to provide for major unforeseen liabilities and events such as natural disasters and catastrophic events.
- Working Capital Reserve 10-15% to provide sufficient cash flow.
- Rate Stabilization Reserve: To help minimize the impact of potentially significant rate increases necessitated by the need to fund future planned capital improvement projects.

FUNDING TARGET FUND CASH BALANCES

General Fund. Funding of General Fund cash balance targets will generally come from excess revenues over expenditures or one-time revenues. The reserves will be funded in the following priority order:

DRAFT

- Budget Stabilization Reserve
- Emergency Disaster Reserve
- Working Capital Reserve
- Rate Stabilization Reserves
- GASB 45 unfunded post-employment benefits other than pensions (retiree health-care)

Water Fund. Funding of Water Fund Budget Stabilization, Liability Contingency/Emergency Disaster, and Working Capital Reserve targets will generally come from excess revenues over expenditures or one-time revenues. The reserves will be funded in the following priority order:

- Budget Stabilization Reserve
- Emergency Disaster Reserve
- Working Capital Reserve

The funding for Water Fund Rate Stabilization Reserves will come from Connection Fee Revenues and specifically designated fees included as part of the normal operating fees charged each bi-monthly billing period.

Wastewater Fund. Funding of Wastewater Fund Budget Stabilization, Liability Contingency/Emergency Disaster, and Working Capital Reserve targets will generally come from excess revenues over expenditures or one-time revenues. The reserves will be funded in the following priority order:

- Budget Stabilization Reserve
- Emergency Disaster Reserve
- Working Capital Reserve

The funding for Wastewater Fund Rate Stabilization Reserves will come from Connection Fee Revenues and specifically designated fees included as part of the normal operating fees charged each bi-monthly billing period.

CONDITIONS FOR USE OF RESERVES

The use of Budget Stabilization and Emergency Disaster reserves shall be limited to unanticipated, non-recurring needs, or anticipated future obligations. These Cash Reserves shall not be used for normal or recurring annual operating expenditures. The use of these reserves shall require approval by a majority of the CCSD board of Directors.

The Working Capital Reserve will be used to fund normal or recurring annual operating expenditures in the General Fund when budgeted taxes have not yet been received during a fiscal year. They will be replenished when the taxes are received. The use of these reserves can be authorized by the General Manager.

DRAFT

Rate Stabilization Reserves will be used to minimize the impact to citizens of potentially significant rate increases due to necessary expenditures on capital projects. The use of these reserves shall require approval by a majority of the CCSD board of Directors.

The District General Manager is authorized to make recommendations to the District Board of Directors for use of reserves. Any recommendation shall be accompanied by a proposal for the replenishment of the reserves.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.F.**

FROM: Jerry Gruber, General Manager

Meeting Date: June 23, 2016 Subject: DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 27-2016 AMENDING RESOLUTION 04-2016 REGARDING THE SUSPENSION OF THE ENFORCEMENT OF SURCHARGES/PENALTIES RELATED TO THE WATER CONSERVATION MEASURES, RESTRICTIONS ON THE USE OF POTABLE WATER AND MAXIMUM WATER USE ALLOTMENTS

RECOMMENDATIONS:

Staff recommends that the Board of Directors discuss and consider adopting Resolution 27-2016 amending Resolution 04-2016 to suspend the enforcement of the surcharges/penalties imposed through the CCSD's enhanced water conservation measures, restrictions on the use of potable water and maximum water use allotments through December 31, 2016.

FISCAL IMPACT:

Surcharges/penalties were in effect from March 2014 through February 2016 and generated revenue as shown in the below chart.

CCSD HISTORY OF PENALTIES/SURCHARGES							
	Penalties/ Surcharges		Adjustmts	Net	FY 2014 TOTAL	FY 2015 TOTAL	FY 2016 TOTAL
Mar/Apr 2014	70,706	(157)		70,549	70,549		
May/Jun 2014	46,779	(17,035)		29,744	29,744		
Jul/Aug 2014	92,725	(7,277)		85,448		85,448	
Sep/Oct 2014	44,793	(15,945)		28,848		28,848	
Nov/Dec 2014	32,930	(12,369)		20,561		20,561	
Jan/Feb 2015	39,208	(3,434)		35,774		35,774	
Mar/Apr 2015	60,128	(7,359)		52,769		52,769	
May/Jun 2015	56,494	(51,890)		4,604		4,604	
Jul/Aug 2015	127,290	(3,964)		123,326			123,326
Sep/Oct 2015	82,583	(49,726)		32,857			32,857
Nov/Dec 2015	50,674	(23,276)		27,398			27,398
Jan/Feb 2016	66,613	(34,172)		32,441			32,441
Mar/Apr 2016	-	(31,637)		(31,637)			(31,637)
TOTAL	770,923	(258,241)		512,682	100,293	228,004	216,022

Resolution 04-2016 suspended the enforcement of surcharges/penalties for the period March 1, 2016 through June 30, 2016. It is estimated that surcharges/penalties will generate approximately \$225,000 in Fiscal Year 2016-2017 if not suspended.

DISCUSSION:

Beginning on January 30, 2014 the Board of Directors adopted several resolutions relating to the Stage 3 Water Shortage Emergency Condition and has implemented enhanced water conservation measures, restrictions on the use of potable water and maximum water use allotments for its customers. Maximum water use allotments were established for public, commercial, and residential customers. Use of potable water in excess of the monthly water use allotments was prohibited and subject to substantial penalties.

At the February 18, 2016 meeting of the Board of Directors, Resolution 04-2016 was adopted that suspended the enforcement of surcharges/penalties from March 1, 2016 through June 30, 2016. If no action is taken by the Board, surcharges/penalties will be enforced beginning July 1, 2016.

At a special meeting on February 12, 2016, the Board of Directors adopted rate increases for Water and Wastewater. The rates approved at that meeting assumed water consumption would increase to 70% of the average water consumed in 2013. Those rates were also based on the assumption that surcharges/penalties would no longer be needed to encourage water conservation. As shown on the below chart, water consumption in March/April of 2016 was only 62% of 2013 consumption even without surcharges/penalties being charged.

COMPARISON OF WATER USAGE BILLED						
	<u>JUL/AUG</u>	<u>SEP/OCT</u>	<u>NOV/DEC</u>	<u>JAN/FEB</u>	<u>MAR/APR</u>	<u>MAY/JUN</u>
<i>FY 2012/2013</i>	<i>61,407</i>	<i>51,098</i>	<i>40,051</i>	<i>40,943</i>	<i>44,201</i>	<i>54,173</i>
<i>FY 2013/2014</i>	<i>63,113</i>	<i>47,345</i>	<i>38,827</i>	<i>36,576</i>	<i>24,917</i>	<i>25,500</i>
<i>Note 1</i>	<i>103%</i>	<i>93%</i>	<i>97%</i>	<i>89%</i>	<i>56%</i>	<i>47%</i>
<i>FY 2014/2015</i>	<i>31,592</i>	<i>28,764</i>	<i>23,723</i>	<i>23,967</i>	<i>28,899</i>	<i>28,229</i>
<i>Note 2</i>	<i>51%</i>	<i>56%</i>	<i>59%</i>	<i>59%</i>	<i>65%</i>	<i>52%</i>
<i>FY 2015/2016</i>	<i>33,441</i>	<i>32,633</i>	<i>27,147</i>	<i>24,968</i>	<i>27,603</i>	
<i>Note 3</i>	<i>54%</i>	<i>64%</i>	<i>68%</i>	<i>61%</i>	<i>62%</i>	

Note 1: Each FY 2013/2014 billing cycle compared to same billing cycle in FY 2012/2013
Note 2: Each FY 2014/2015 billing cycle compared to same billing cycle in FY 2012/2013
Note 3: Each FY 2015/2016 billing cycle compared to same billing cycle in FY 2012/2013

Since consumption is remaining lower than the District goal of 70% of 2013 consumption, staff recommends approval of Resolution 27-2016 which will suspend the enforcement of surcharges/penalties through December 31, 2016.

Attachment: Resolution 27-2016
 Resolution 04-2016

 BOARD ACTION: Date _____ Approved: _____ Denied: _____

UNANIMOUS:___ROBINETTE___ THOMPSON ___BAHRINGER___ RICE___ SANDERS___

RESOLUTION NO. 27-2016
June 23, 2016

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
AMENDING RESOLUTION 04-2016 TO SUSPEND ENFORCEMENT OF
SURCHARGES/PENALTEIS RELATED TO THE ENHANCED WATER
CONSERVATION MEASURES, RESTRICTIONS ON THE
USE OF POTABLE WATER, AND MAXIMUM WATER USE
ALLOTMENTS THROUGH DECEMBER 31, 2016

WHEREAS, based upon determinations related to the condition of the CCSD's water supplies, beginning on January 30, 2014 the Board of Directors adopted several resolutions declaring a Stage 3 Water Shortage Emergency Condition and implementing enhanced water conservation measures, restrictions on the use of potable water and maximum water use allotments for its customers; and

WHEREAS, at the February 18, 2016 meeting of the Board of Directors, Resolution 04-2016 was adopted that suspended the enforcement of surcharges/penalties imposed through those enhanced water conservation measures, restrictions on the use of potable water and maximum water use allotments, from March 1, 2016 through June 30, 2016; and

WHEREAS, on February 12, 2016, the Board of Directors adopted rate increases for Water and Wastewater and those rates were based on the assumption that surcharges/penalties would no longer be needed to encourage water conservation; and

WHEREAS, the Board of Directors finds that, based on the continued substantially reduced water usage, it is appropriate to continue the suspension of the enforcement of surcharges/penalties through December 31, 2016.

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

- 1 Section 3 of Resolution 04-2016 is hereby amended to provide that the enforcement of the surcharge/penalties in Section E of Exhibit "A" of Resolution 04-2016 shall be suspended through December 31, 2016.
- 2 Except as amended herein, all other provisions of Resolution 04-2016 shall remain in full force and effect.

PASSED AND ADOPTED THIS 23rd day of June, 2016.

Gail Robinette, President
Board of Directors

APPROVED AS TO FORM:

Timothy J. Carmel
District Counsel

ATTEST:

Monique Madrid
District Clerk

RESOLUTION NO. 04-2016
February 18, 2016

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
AMENDING REVISED ENHANCED WATER CONSERVATION
MEASURES, RESTRICTIONS ON THE USE OF POTABLE WATER,
AND MAXIMUM WATER USE ALLOTMENTS

WHEREAS, the Board of Directors of the Cambria Community Services District ("CCSD") has declared a Water Code Section 350 Water Shortage Emergency; and

WHEREAS, pursuant to Water Code Section 353, the Board of Directors may adopt such regulations and restrictions on the delivery of water which will conserve the water supply for the greatest public benefit; and

WHEREAS, based upon determinations related to the condition of the CCSD's water supplies, on September 20, 2013 the Board of Directors, after holding a duly noticed public hearing, adopted Resolution 37-2013 approving enhanced water conservation measures and restrictions on the use of potable water; and

WHEREAS, after holding a duly noticed public hearing on January 30, 2014 the Board of Directors declared a Stage 3 Water Shortage Emergency Condition adopting revised enhanced water conservation measures and restrictions on the use of potable water, which included maximum water use allotments, and has subsequently adopted additional resolutions tightening the enhanced water conservation measures, restrictions on the use of potable water, and maximum water use allotments; and

WHEREAS, on January 17, 2014, the Governor of the State of California declared a state of emergency (the "Proclamation") due to record dry conditions and concerns over the State's dwindling water supplies. The Proclamation states that "[l]ocal urban water suppliers and municipalities are called upon to implement their local water shortage contingency plans immediately in order to avoid or forestall outright restrictions that could become necessary later in the drought season"; and

WHEREAS, on April 25, 2014, Governor Brown declared a continued state of emergency (the "Second Proclamation") due to the persistent drought conditions and the need for additional expedited actions. The Second Proclamation included additional directives for water conservation and limitations on outdoor use; and

WHEREAS, on April 1, 2015, Governor Brown issued Executive Order B-29-15, which ordered the State Water Resources Control Board to impose significant new water use restrictions; and

WHEREAS, based upon Governor Brown's November 13, 2015 Executive Order B-36-15, which called for an extension of urban water use restrictions until

October 31, 2016 should drought conditions persist through January 2016, the Department of Water Resources developed an Extended Emergency Regulation for Urban Water Conservation, extending restrictions on urban water use through October 2016, which was adopted by the State Water Resources Control Board on February 2, 2016; and

WHEREAS, pursuant to Emergency Permit ZON2013-00589, issued by the County of San Luis Obispo for the Cambria Emergency Water Supply Project, the CCSD has constructed the Sustainable Water Supply Facility ("SWF"), which in accordance with the Emergency Permit's terms, authorizes utilization of the SWF to produce water during Stage 3 Water Shortage Emergencies and recognizes that Cambria historically experiences periodic severe droughts; and

WHEREAS, El Niño conditions have resulted in additional precipitation and improved conditions in Cambria's aquifers. Accordingly, the Board of Directors believes that it is warranted to consider some relief for its citizens by modifying the stringent water conservation measures and restrictions that have been imposed. Since, however, the broader severe drought conditions and limited water supply in Cambria continue to exist in relation to the declared Water Code Section 350 Water Shortage Emergency, the fact that the community is historically subject to severe droughts, the State's ongoing restrictions for Urban Water Conservation, and that even with El Niño, the historic severe drought California and Cambria have been facing is not over, it is prudent and necessary to keep stringent measures and restrictions in place, as well as to include measures and restrictions that are consistent with the requirements of the State of California; and

WHEREAS, in addition to Water Code Section 353, Water Code Section 375 provides that a public entity which supplies water may, after holding a public hearing, adopt and enforce water conservation programs to reduce the quantity of water used by persons within the entity's service area or jurisdiction for the purpose of conserving the entity's water supplies; and

WHEREAS, after holding a duly noticed public hearing on February 18, 2016 the Board of Directors determined that additional revisions to the enhanced water conservation measures, and restrictions on the use of potable water were appropriate.

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

- 1 The Water Conservation Measures and Restrictions on the Use of Potable Water set forth in Resolution 31-2015 are hereby amended as set forth in Exhibit "A," which exhibit is attached hereto and incorporated herein.
- 2 Section C of Exhibit "A" is deleted in its entirety.
- 3 Enforcement of the surcharge/penalties in Section E of Exhibit "A" shall be suspended for the period for March 1, 2016 through June 30, 2016.

- 4 The revised Enhanced Water Conservation Measures and Restrictions on the Use of Potable Water shall be effective immediately and apply within the jurisdictional boundaries of the Cambria Community Services District until rescinded or modified by the Board of Directors. All other CCSD water conservation rules, regulations, restrictions, definitions, enforcement procedures, violation provisions and appeal procedures shall remain in force, except where they may conflict with the Enhanced Water Conservation Measures and Restrictions set forth in this Resolution.

PASSED AND ADOPTED THIS 18th day of February, 2016.



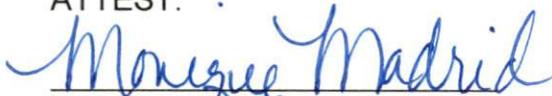
Gail Robinette, President
Board of Directors

APPROVED AS TO FORM:



Timothy J. Carmel
District Counsel

ATTEST: .



Monique Madrid
District Clerk

EXHIBIT "A" TO RESOLUTION 04-2016
ENHANCED WATER CONSERVATION MEASURES AND
RESTRICTIONS ON THE USE OF POTABLE WATER

A. RESTRICTIONS ON USE OF POTABLE WATER:

1. Outdoor watering or irrigation of landscaping with potable water is permitted only once per week, on either Tuesday or Thursday depending on the address of the customers property. Watering shall be allowed on Tuesdays for all properties in the District with even numbered addresses. Watering shall be allowed on Thursdays for all properties in the District with odd numbered addresses. Property owners who demonstrate they are only in residence on weekends may instead water on one weekend day, either Saturday or Sunday. All watering shall be strictly subject to the prohibition on waste, as defined in CCSD Municipal Code Sections 4.08.030 and as partially set forth below, and watering is prohibited between the hours of 9:00 a.m. and 6:00 p.m.:

B. The Following uses of water constitute "waste" as use in this chapter:

1. The watering of grass, lawns, ground-cover, shrubbery, open ground, crops and trees herein after collectively called "landscape or other irrigation," in a manner or to an extent which allows excess water to run-off the area being watered. Every water user is deemed to have under his or her control at all times his or her water distribution lines and facilities and to know the manner and extent of his or her water use and excess run-off;
2. The watering of grass, lawns, ground-cover, shrubbery, open ground, crops or trees or other irrigation within any portion of the District in violation of the following schedule and procedures:
 - a. Watering shall be accomplished with a person in attendance; and
 - b. Watering shall be limited to the amount of water necessary to maintain landscaping.
2. The application of potable water to outdoor landscapes during and within 48 hours after measurable rainfall is prohibited.
3. Guests in hotels, motels, and other commercial lodging establishments shall be provided the option of not laundering towels and linens daily. The CCSD will provide lodging establishments notices to advise guests of this option free of charge.
4. Washing vehicles, boats, and trailers with potable water is prohibited, except with the use of a hose fitted with a shut-off nozzle or device attached to it that causes it to cease dispensing water immediately when not in use.
5. Washing down sidewalks, driveways, streets, walkways, parking lots, windows, buildings, porches, or patios and all other hard-surfaced areas by direct hosing or pressure washers with potable water is prohibited.

6. Emptying and refilling swimming pools and commercial spas is prohibited, except to prevent structural damage and/or to provide for the public health and safety.
7. The serving of drinking water other than upon request in eating or drinking establishments, including but not limited to restaurants, hotels, cafes, cafeterias, bars or other public places where food or drink are served and/or purchased is prohibited.
8. The use of potable water in a fountain or other decorative water features, except where the water is part of a recirculating system, is prohibited.
9. The irrigation with potable water of ornamental turf on public street medians is prohibited.

B. MAXIMUM WATER USE ALLOTMENT:

The use of potable water in excess of the monthly water use allotment set forth below is prohibited.

1. **Public Uses.** The CCSD will meet with school districts, public park agencies, and all other public agencies to establish appropriate agreements to reduce water consumption. The objective of such agreements shall be to eliminate irrigation of decorative landscape and reduce irrigation of turf and play areas to the minimum levels necessary to protect the health and safety of school children and park visitors. A five hundred (500) percent surcharge/penalty shall apply to all public water use in excess of three units per EDU per month.
2. **Commercial Uses.** The maximum water use allotment for all commercial uses shall be 80% of the actual average monthly water usage measured during the same monthly billing periods for the previous three (3) years that were used preceding implementation of this Stage 3 Water Shortage Emergency Condition. In the event a commercial use has not previously had an EDU allocation determined, the general manager shall determine and assign the EDU allocation according to the criteria provided in Title 8 of the CCSD Municipal Code, as subsequently amended or replaced.
3. **Residential Uses.** A maximum monthly use limit of two units per permanent resident is established for separately metered individual residential dwellings and for each separate residence within residential uses with two or more residential dwellings on the same meter (e.g., apartments and mobile homes). Each residential customer account is allotted two units per month. Customers may request an increase in the allotment of units by completing a permanent resident certification form provided by the district. The breakdown by household size is as follows:

Household Size	Units/Month
1 permanent resident	2 Units
Each additional permanent resident	2 Units each

4. Adjustment of Maximum Water Use Allotment. Each customer shall have the right to request an adjustment of the number of permanent residents in his or her household used to compute the maximum water use allotment by completing the permanent resident certification. The permanent resident certification is a form provided by the CCSD that must be completed by the customer and filed at the CCSD office in order to receive an increased water allotment. It is the consumer's responsibility to complete and file an amended permanent resident certification with the CCSD whenever there is a change in the number of "permanent residents" in the customer's household. Permanent resident certification forms shall be signed under penalty of perjury.

C. WATER RATE SCHEDULE:

The amount of water provided by the CCSD for the minimum bi-monthly residential service charge shall be **reduced from six units to four units**. Therefore, the first tier of the CCSD's graduated water rate schedule, as adopted pursuant to Title 3 of the CCSD's Municipal Code, applies to usage of between zero and four units. The second tier of the graduated water rate schedule applies to usage of between five and fifteen (15) units.

D. MONITORING:

Meters will be read monthly but bills will be prepared bi-monthly for the duration of this Stage 3 Water Shortage Emergency Condition. Customers with meter readings above the maximum use limits set forth herein shall be notified of a violation. Thirty (30) days after a water bill is mailed, the bill will become delinquent if the bill or any portion thereof which is not in dispute remains unpaid. A delinquent bill shall be increased by penalty of ten (10) percent of the amount of delinquency. If not paid within ten (10) days after receipt of notice of delinquency, service may be disconnected.

E. SURCHARGES/PENALTIES FOR VIOLATION OF MAXIMUM WATER USE ALLOTMENT:

Starting June 1, 2014, a surcharge/penalty will be levied on all water use in excess of the maximum water use allotment set forth as follows:

1. A one hundred percent (100%) surcharge/penalty shall be levied for all water use in excess of the maximum water use allotment for between five (5) – eight (8) units for bi-monthly service; and
2. A five hundred percent (500%) surcharge/penalty shall be levied for water use in excess of the maximum water use allotment for all usage of more than eight (8) units for bi-monthly service.

A delinquent bill shall be increased by penalty of ten (10) percent of the amount of delinquency. If the bill is not paid within ten (10) days after receipt of notice of delinquency, service may be disconnected.

F. CITATIONS FOR VIOLATIONS:

In addition to any other penalty permitted by law, the following fines shall apply to citations for violations of the water use restrictions contained herein: (reference CCSD Municipal Code Section 4.12C Section F(2))

First Violation: The District shall issue a written citation and impose a fine of fifty dollars (\$50.00.) Written notice shall be given to the owner by certified mail. The fine will be billed to the customer on the regular bi-monthly water bill.

Second Violation: A fine of one hundred fifty dollars (\$150.00.) Written notice shall be given to the owner by certified mail. The fine will be billed to the customer on the regular bi-monthly water bill.

Third Violation: A fine of two hundred fifty dollars (\$250.00.) Written notice shall be given to the owner by certified mail. The fine will be billed to the customer on the regular bi-monthly water bill.

Subsequent Violations: A fine of one thousand dollars (\$1000.00.) Written notice shall be given to the owner by certified mail. The fine will be billed to the customer on the regular bi-monthly water bill.

Failure to pay fines: The District may discontinue water service to any customer who fails to pay fines billed on the regular bi-monthly bill. Service will be restored upon full payment of all outstanding balances and reconnection charges. The charge for reconnection and restoration of normal service shall be twenty-five dollars (\$25.00.)

Discontinuance of Service: Repeated violations (i.e. more than two violations) of the measures adopted by the Board of Directors during the

water shortage emergency condition shall be subject to discontinuation of service. The District will send a "Discontinuance Notice" for repeated violation of the measures. The water customer shall have ten (10) days to enter into a mandatory "Water Use and Retrofit Agreement" with the District. The "Water Use and Retrofit Agreement" shall specify mandatory water use restrictions and retrofits that must be implemented by the customer within thirty (30) days. Failure to enter into this agreement within ten (10) days after receipt of the "Discontinuance Notice" shall result in discontinuance of water service.

The general manager or his/her designee may only restore service under a "Water Use and Retrofit Agreement" between the customer and the District. Failure to comply with the "Water Use and Retrofit Agreement" within thirty (30) days from the date water service is restored shall result in discontinuance of water service.

G. EXCEPTIONS:

1. The general manager may, in his or her discretion, grant exceptions to the terms of this chapter not already provided for, if he or she finds and determines that:
 - a. Restrictions herein would cause an undue hardship or emergency condition; or
 - b. That the granting of the exception will not adversely affect the water supply or service to other existing water consumers.

Such exceptions may be granted only upon application in writing. Applications for exceptions from maximum commercial use allotments must be accompanied by a water conservation plan which identifies specific conservation measures to be implemented according to a detailed implementation schedule. Upon granting any such exception, the general manager may impose any conditions he or she determines to be just and proper. The terms of any exception shall be set forth in writing, the original to be kept on file with the district, and a copy to be furnished to the applicant. All exceptions granted shall be reported to the Board of Directors at a regularly scheduled meeting.

2. Specific Exceptions.

- a. The intent of exceptions for laundromats and restaurants with public restrooms shall be to reduce water consumption and provide for surcharges/penalties at Stage 2 levels.

- b. Medical exceptions shall be allowed based on an additional two units of water a month. The general manager shall issue exceptions consistent with current district policy.
 - c. Exceptions for public governmental agencies shall be consistent with water conservation policies of the district.
3. An applicant for an exception under this section may appeal the general manager's decision to the Board of Directors. A request for appeal must be submitted to the district in writing not more than ten (10) days after the general manager's decision. The board of directors shall consider the appeal within thirty (30) days of the request for appeal.