

AMENDED 4/14/2020

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



CAMBRIA COMMUNITY SERVICES DISTRICT

Thursday, April 16, 2020 - 2:00 PM

AGENDA

REGULAR MEETING OF THE CAMBRIA COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

Please click the link below to join the webinar:

<https://zoom.us/j/954904554?pwd=VWxraGg2UFBvNDFrcFJwdm9rZUJEZz09>

Password: 367835

Or iPhone one-tap:

US: +16699006833,,693602351# or +13462487799,,693602351#

Or Telephone:

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

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

Webinar ID: 693 602 351

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 and available on the CCSD website at www.cambricsd.org. To comply with the Governor's Executive Order, CA Department of Public Health social distancing guidance and shelter-at-home order, related to slowing the spread of coronavirus (COVID-19), the CCSD Administrative Office is closed to the public, until further notice. Please call 805-927-6223 if you need any assistance. If requested, the agenda and supporting documents shall be made available in alternative formats to persons with a disability.

The District Clerk will answer any questions regarding the agenda.

1. OPENING

- A. Call to Order
- B. Pledge of Allegiance
- C. Establishment of Quorum
- D. Report from Closed Session

E. Agenda Review: Additions/Deletions

2. COMMISSION REPORT

- A.** PROS Chairman's Report

3. PUBLIC SAFETY

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

4. PUBLIC COMMENT

Members of the public may now address the Board on any item of interest within the jurisdiction of the Board but not on its agenda today. Future agenda items can be suggested at this time. In compliance with the Brown Act, the Board cannot discuss or act on items not on the agenda. Each speaker has up to three minutes.

5. MANAGER'S REPORT

- A.** General Management Report
B. Finance Manager's Report
C. Utilities Report

6. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

- A.** President's Report
B. Finance Committee's Report
C. Policy Committee's Report (ADDED LATE)
D. Resources and Infrastructure Committee's Report
E. Other Liaison Reports and Ad Hoc Committee Reports

7. CONSENT AGENDA

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

- A.** CONSIDERATION TO ADOPT THE MARCH 2020 EXPENDITURE REPORT
B. CONSIDERATION TO ADOPT THE FEBRUARY 13, 2020, FEBRUARY 20, 2020, MARCH 12, 2020 AND MARCH 19, 2020 REGULAR MEETING MINUTES AND FEBRUARY 25, 2020 AND MARCH 23, 2020 SPECIAL MEETING MINUTES
C. CONSIDERATION OF ADOPTION OF RESOLUTION 12-2020 DECLARING A PUBLIC NUISANCE FOR THE ANNUAL FIRE HAZARD FUEL REDUCTION PROGRAM
D. CONSIDERATION OF ADOPTION OF RESOLUTION 14-2020 AMENDING THE DISTRICT SALARY SCHEDULE AND ESTABLISHING A PAY SCHEDULE FOR THE POSITIONS OF WATER SYSTEMS SUPERINTENDENT AND WASTEWATER SYSTEMS SUPERINTENDENT
E. CONSIDERATION OF ADOPTION OF RESOLUTION 16-2020 REGARDING UPDATING THE DISTRICT'S INJURY AND ILLNESS PREVENTION PROGRAM
F. CONSIDERATION OF ADOPTION OF RESOLUTION 15-2020 DECLARING A CONTINUED LOCAL EMERGENCY IN THE CAMBRIA COMMUNITY SERVICES DISTRICT DUE TO THE CORONAVIRUS PANDEMIC

8. HEARINGS AND APPEALS

- A. DISCUSSION AND CONSIDERATION TO FIX WATER AND WASTEWATER STANDBY OR AVAILABILITY CHARGES AS PROVIDED IN GOVERNMENT CODE §61124(b) AND CONSIDERATION OF ADOPTION OF RESOLUTION 13-2020 FIXING WATER AND WASTEWATER STANDBY OR AVAILABILITY CHARGES FOR FISCAL YEAR 2020/2021

9. REGULAR BUSINESS

- A. DISCUSSION AND CONSIDERATION REGARDING 2020 BOARD GOALS AND OBJECTIVES
- B. DISCUSSION AND CONSIDERATION OF IRRIGATION METER TRANSFER AGREEMENT WITH JESSE ARNOLD AND GREENSPACE
- C. DISCUSSION AND CONSIDERATION TO SCHEDULE A SPECIAL MEETING REGARDING COASTAL DEVELOPMENT PERMIT PROGRESS AND DRAFT PROJECT DESCRIPTION FOR THE SUSTAINABLE WATER FACILITY

10. FUTURE AGENDA ITEM(S)

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

11. ADJOURN TO CLOSED SESSION

- A. Public Comment
- B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Pursuant to Government Code Section 54956.9(d)(1)
Number of Cases: Two (2)
Name of Cases: Windeler v. CCSD, et al. and Madrid v. CCSD



Cambria CSD Fire Department

April 16th, 2020 CCSD Board Meeting

March 2020

Prevention and Education

- 0 Rough-in sprinkler inspections
- 1 Fire final inspections
- 7 Fire plan reviews
 - 901 Sheffield
 - 682 Huntington
 - 2802 Wilton
- 0 Engine company commercial fire and life safety inspections were conducted
- 0 Public education events
- 0 Fire Engine and Station tours

Hydrants Maintenance & Testing

Date	Water Used	Hydrants Completed	Hours
2017	5,418	98	98
2018	0	136	103
2019	0	23	21.5
2020	0	5	6
	5,418	262	228.5

Meetings and Affiliations

- Alert Radio System mtg March 2nd, 1000 San Luis Obispo
- CCSD Managers mtg March 3rd, 0830 Cambria
- County Fire Chief's mtg March 4th, 0900 San Luis Obispo
- Pre-planning construction mtg March 10th, 0900 San Luis Obispo
- CCSD Managers mtg March 11th, 0830 Cambria
- CCSD Board mtg March 12th, 1400 Cambria
- CCSD Managers mtg March 17th, 0830 Cambria
- Zonehaven mapping mtg March 18th, 1330 Cambria
- CCSD Board mtg March 19th, 1400 Cambria
- CCSD Board mtg March 23rd, 1000 Cambria
- CCSD Managers mtg March 24th, 0830 Cambria
- Community Outreach mtg March 25th, 1000 Cambria
- Community Outreach mtg March 26th, 1630 Cambria
- CCSD Managers mtg March 31st, 0830 Cambria

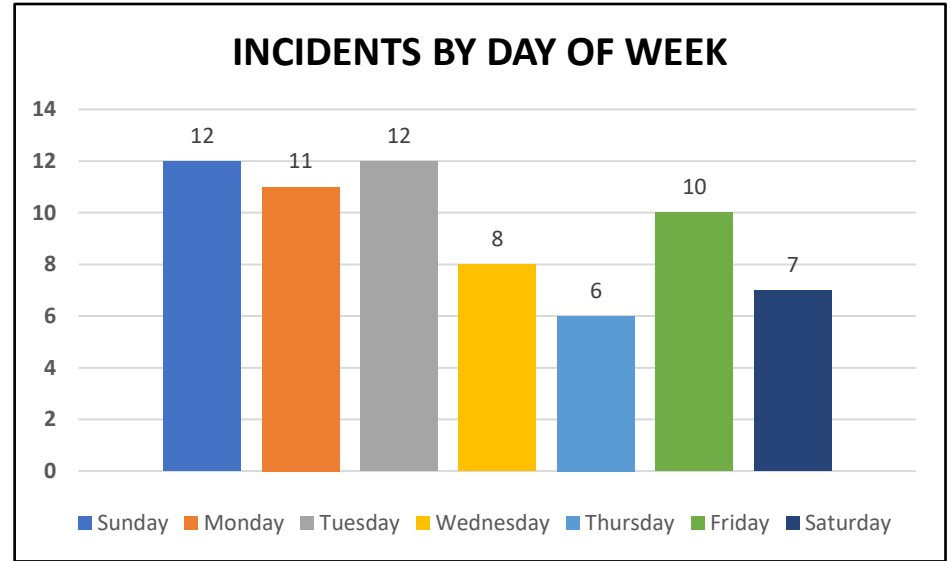
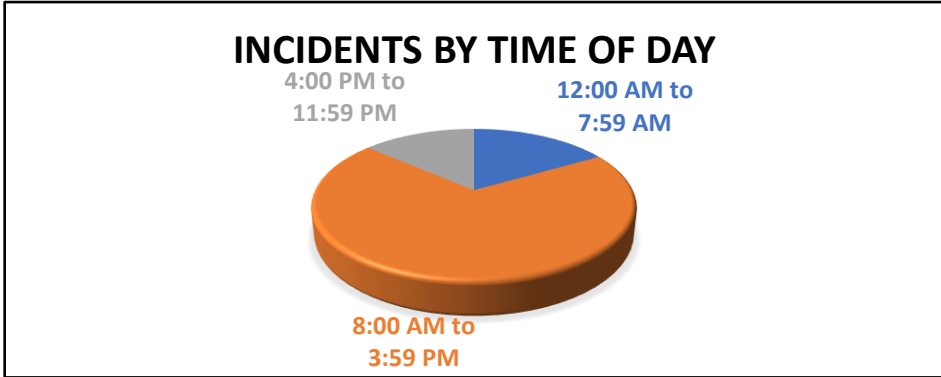
Operations and News

- SLO County EOC opened and running for Covid-19 Disaster Declaration
- Daily coordination between EOC, Public Health, County Fire Chiefs
- Station is closed to the public, all public events, prevention activities and educational tours are cancelled
- Training for the month of March was primarily focused on the following topics:
 - High angle rescue
 - EMS PPE use
 - Master streams/deck gun
 - Drivers training

Grant Updates

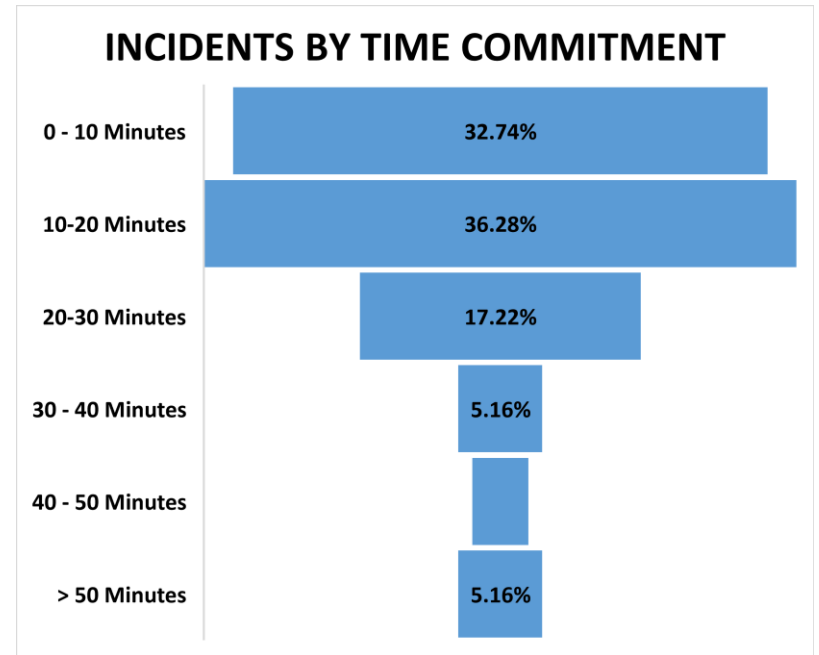
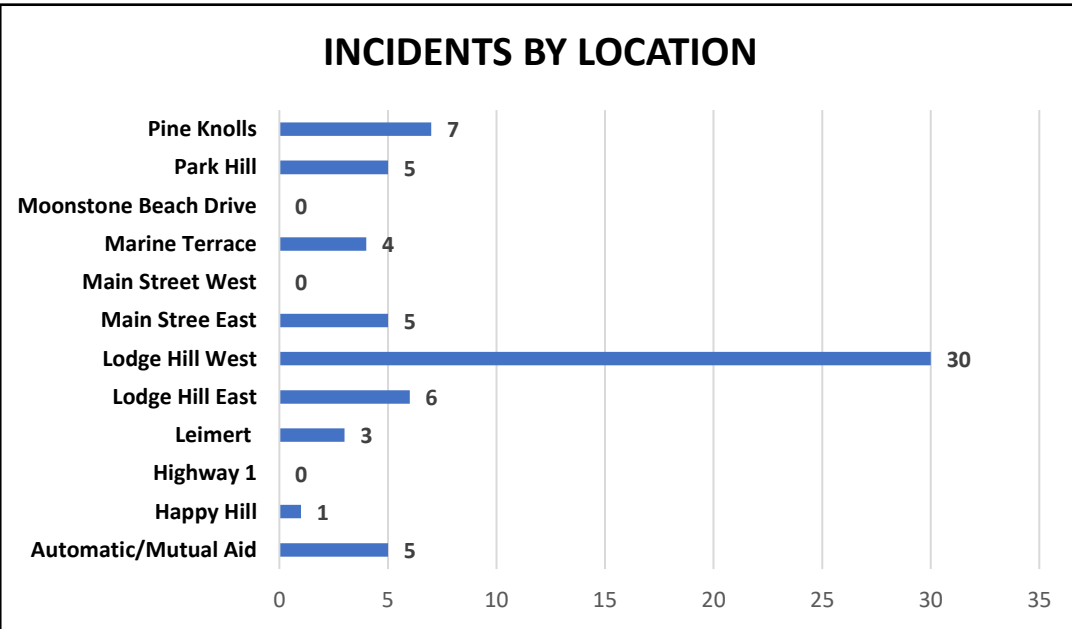
- HMGP DR-4382 – Defensible space – Village Lane, received and on waiting list
- HMGP DR-4407 – HMGP handbook, received and on waiting list

Fire Statistics are attached for your review



INCIDENTS BY CUSTOMER

DATA PENDING



CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.A.**FROM: John F. Weigold, IV, General Manager
Carlos Mendoza, Facilities and Resources Supervisor-----
Meeting Date: April 16, 2020

Subject: GENERAL MANAGEMENT REPORT

GENERAL MANAGER:

We continue our core CCSD mission of providing water, wastewater, emergency, facilities, and administrative services. The CCSD team is healthy - no one is sick. Due to the COVID-19 virus, we have been engaged in contingency planning and we are adapting and innovating as national, state, county and local laws, policies and guidance changes.

I attended several meetings this month, including the California Special Districts Association (CSDA) webinar “Responding to the Coronavirus – HR Perspective; and “Managing Remotely”; San Luis Obispo Emergency Operations Center daily updates via conference call; Cambria/San Simeon Community Leaders Forum via conference call; CSDA webinar “Leading Through Uncertainty”; the Resources & Infrastructure Committee meeting; Human Resources Round Table (HARRT) at UCLA webinars “Delivering Trusted Employee Communication as COVID-19 Evolves: What’s Working and What’s Not,” “Managing Through the COVID-19 Crisis Tunnel,” and “The Impact of COVID-19 on the Golden State”; Special CCSD Board meeting; the PROS Commission meeting; and the Liebert, Cassidy and Whitmore (LCW) Central Coast Employment Relations webinar: “Legal Issues Regarding Hiring.”

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

COVID-19 Pandemic Emergency Response/Preparedness**Engagement in Contingency Planning**

1. We are collaborating with the SLO County Health Department and other offices to work through the crisis.
2. We are refining our Continuity of Operations Plan, to better prepare ourselves to handle the crisis should our team members become sick.
3. We are working with FEMA through the SLO County team to help with our needs and expenses.
4. The CCSD Board declared a state of emergency which enable staff access to state and national government assistance and enables me with expanded authorities and spending limits.

Adapting and Improving

1. We are implementing a revised Sick Pay program to cover all employees should they have to be out of work as a result of the virus. This includes time out if you or your family are sick, quarantine, and care for dependents.
2. We are avoiding contact with the public, and we have implemented new operating, cleaning procedures and use of personal protective equipment (PPE) to protect the staff and the community.
3. We have suspended group meetings and we are conducting board, committee and staff meetings remotely using videoconferencing.

Strategic Plan

Staff has released and posted a Request for Proposal to solicit bids for the Board's Strategic Planning process. The due date for proposals is April 30, 2020.

Energy Efficiency Infrastructure Improvement

The District met with PG&E on February 27th to commence the investment grade audit, which will take place over the next several months. This will lead to the development of more detailed plans and costs for the District to consider for upgrading our infrastructure.

Water meter replacement

We continue to assess a variety of vendors in order to develop a plan for replacement of all District water meters. Selection and development of the plan is being coordinated with the implementation of our new accounting system software for compatibility purposes and budgeting.

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

The District team has been busy preparing the CDP application for the SWF. The team is working with planners from the San Luis Obispo County Planning Department and the California Coastal Commission to update and refine our draft application prior to official submission. Staff is recommending at today's Board meeting that the Board review the draft CDP prior to submission to the California Coastal Commission.

Communication

Staff recently created a form on the District's website to allow members of the public to subscribe to receive agenda notifications. To subscribe to receive agenda notifications, please visit: <https://www.cambriacsd.org/subscribe>

Revenue Innovation

We continued to explore additional ways to fund ongoing operations. The public is invited to share ideas with the General Manager at jweigold@cambriacsd.org.

Alternative Energy

The staff is continually looking to utilize alternative energy solutions in our day-to-day work, such as outfitting streetlights with LED bulbs and providing electric vehicle charging stations on Main Street. The public is invited to share ideas with the General Manager at jweigold@cambriacsd.org.

Retrofit/Conservation Program

We are populating the Retrofit database and will analyze the data before returning to share our findings with the CCC.

CCSD/CCHD/CUSD

We are working closely with the Cambria Community Health District and the Coast Unified School District to coordinate efforts during the COVID-19 crisis, and to identify areas where we can partner for greater operational and cost efficiencies.

Veterans Hall

All activities at the Veterans Hall were cancelled for the months of March and April, and we are monitoring conditions from the COVID-19 crisis before we make the Hall available for group events.

Van Gordon Creek House

We presented an update to the Board on February 13th and reviewed results of an inspection report by a home inspector/appraiser on December 10, 2019. Staff is preparing recommendations for Board review in the coming months.

Regulatory Compliance

The District continues to provide all required regulatory reporting on or ahead of schedule. Following a review, we have determined that the District website and associated PDF files are ADA compliant and accessible.

Training

Staff has implemented the TargetSolutions training module that is free through SDRMA. The Fire department has utilized the training module for many years. All staff have access to the training module and managers and supervisors can assign staff training. Employees will take the required Ethics AB 1234 Compliance training and Sexual Harassment Prevention training, with the requirement of AB 1825 and AB 1661 through the module.

FACILITIES & RESOURCES MANAGER

Public Restrooms

Restrooms on Sheffield St. and Center St. have been closed to the public. Portable restrooms, a handwashing station and a trash can have been placed in these locations.

Fiscalini Ranch Preserve

A one-way loop walking trail was established on the Bluff Trail. Directional signs were placed throughout the trail. Grass land trails were mowed and widened to 10'. Staff cut back encroaching vegetation on the forest trails to allow for social distancing. All volunteer workdays and docent led walks have been canceled for March and April. Twelve dead and dangerous trees were cut down next to Victoria Way and Warren Drive.

Veterans Hall

All events for March and April have been canceled or rescheduled. The only event currently being held is the weekly Farmers Market.

Homeless

A portable restroom, handwashing station and dumpster were placed on the corner of Highway 1 and Cambria Drive to assist the homeless in that area.

Dog Park

All chairs and benches have been spread out to allow for social distancing.

Public Records Requests and Responses

The District received six (6) Public Record Requests since March 13, 2020 by the following citizens:

3/17/2020 Paul Nugent 1) I am trying to figure out what is going on with this FLUME situation. It appears the staff applied for a grant for this program and I am trying to trace down exactly when this application was submitted? Can you provide me the communication between the district staff and FLUME? Also, do you happen to have the user agreement that the District signed when opting into this program?

On 3/18/2020, the CCSD responded to Paul Nugent's 3/17/2020 Public Records Request with the following:

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

- a. Cambria Community Services District Flume Water Monitoring Participation Agreement
- b. February 25, 2020 email between CCSD staff and Flume
- c. March 16, 2020 email between CCSD staff and Flume
- d. March 17, 2020 email between CCSD staff and Flume
- e. March 19, 2020 email between CCSD staff and Flume

3/19/2020 Elizabeth Bettenhausen 1) I request (preferably electronic) copies of all the written materials related to the three contact sessions mentioned in the Agenda for the 19 March 2020 meeting of the CCSD Board of Directors regarding Retrofit/Conservation.

1. "Retrofit/Conservation Program We have shared and received positive comments from the California Coastal Commission (CCC) on our completed database architecture. We will now begin populating the database and will analyze the data before returning to share our findings with the CCC" (p. 7). "Melissa and Jim, along with Utilities Manager Ray Dienzo, visited the Santa Cruz District Office of the California Coastal Commission to formally make in-person introductions and to receive feedback on the Retrofit Verification Form and newly created database for the Retrofit Points Bank. Both the form and database were well received by Coastal staff and ideas regarding the availability, analysis, and utility of conservation program data was exchanged. Staff looks forward to further open communication and collaboration on these efforts" (p. 17). 2. "In February, conservation staff members Melissa Bland and Jim Soldenwagner met for a second time with the local realtors' group to receive feedback on the proposed retrofit verification process, which will replace the retrofit inspection process currently in effect" (p. 17). [both meeting times in this PRR].

On 3/30/2020, the CCSD responded to Elizabeth Bettenhausen's 3/19/2020 Public Records Request with the following:

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

1. March 30, 2020 Memo from Mrs. Bland
2. February 28, 2020 California Coastal Commission Agenda
3. Title 4 Conservation & Retrofit Program Form C-1 20-01

3/19/2020 Greg Hunter 1) I am contacting to request a report that we had received from the CCSD during the BRP work. I am working with C4H20 to identify new customers and therefore new residents to Cambria since the 2016 report was provided. I would call the report a customer water billing list or simply customer list. If necessary I can send you a copy of the report, but basically it listed customers, contact information and a lot of information relative to the actual dwelling. I am

only interest in owner/customer names and contact information, not anything financial. Please let me know if you can provide the report to me.

On 3/30/2020, the CCSD responded to Greg Hunter's 3/19/2020 Public Records Request with the following:

Per Government Code Section 6254.16, the Cambria Community Services District has no documents responsive to your request.

Government Code Section 6254.16.

Nothing in this chapter shall be construed to require the disclosure of the name, credit history, utility usage data, home address, or telephone number of utility customers of local agencies, except that disclosure of name, utility usage data, and the home address of utility customers of local agencies shall be made available upon request as follows:

- (a) To an agent or authorized family member of the person to whom the information pertains.
- (b) To an officer or employee of another governmental agency when necessary for the performance of its official duties.
- (c) Upon court order or the request of a law enforcement agency relative to an ongoing investigation.
- (d) Upon determination by the local agency that the utility customer who is the subject of the request has used utility services in a manner inconsistent with applicable local utility usage policies.
- (e) Upon determination by the local agency that the utility customer who is the subject of the request is an elected or appointed official with authority to determine the utility usage policies of the local agency, provided that the home address of an appointed official shall not be disclosed without his or her consent.
- (f) Upon determination by the local agency that the public interest in disclosure of the information clearly outweighs the public interest in nondisclosure.

3/25/2020 Scott Anderson 1) For fiscal year 2009 through 2018, final audited total \$ expenditure by CCSD. This will be ten totals. For fiscal year 2009 through 2018, CCSD end of year headcount number. This will be ten totals. For fiscal year 2009 through 2018, CCSD total debt obligations. This will be ten totals.

On 3/30/2020, the CCSD responded to Scott Anderson's 3/25/2020 Public Records Request with the following:

1. The documentation is posted to the website here: <https://www.cambriacsd.org/district-financial-information>. Please note that the fiscal year 2017/18 audit will be posted to the website in the next two weeks.
2. There are no documents responsive to your request, but the District's organization chart is posted in the final budget and final compensation reports which are posted to the website here: <https://www.cambriacsd.org/district-financial-information>

3. The documentation is posted to the website here: <https://www.cambriacsd.org/district-financial-information>

3/27/2020 Tina Dickason 1) his application fees, retrofit points, and inspection fees, as identified in the Expenditure report, March 19, 2020, copied and pasted below. I have also included the November 13, agenda item from the Coastal Commission, Item 32d, from which Mr. Swift withdrew.

SWIFT, JOHN 71108 2/26/2020 1 99.50 WD/REFUND RETROFIT INSP FEES - APP WITHDRAWN 11 4373 11

SWIFT, JOHN 71108 2/26/2020 2 7,750.00 WD/REFUND FEE FOR RETROFIT POINTS - APP WITHDRAWN 11 4122 11

SWIFT, JOHN 71108 2/26/2020 3 250.00 WD/REFUND DEPOSIT - APP WITHDRAWN 11 2420 11 8,099.50

Appeal No. A-3-SLO-19-0195 (Swift, Cambria, San Luis Obispo Co.) Appeal by Commissioners Escalante and Rice of San Luis Obispo County decision granting permit to John Swift for construction of 2,944 sq.ft., 2-story single-family home with attached 524 sq.ft. garage, and associated grading and landscaping improvements on 7,780 sq.ft. vacant parcel in the unincorporated community of Cambria in San Luis Obispo County. (BO-SC)

On 3/27/2020, the CCSD responded to Tina Dickason's 3/27/2020 Public Records Request with the following:

Enclosed is the following document which is responsive to your request:

1. Jeremy's Heidrick's 2/24/2020 email

4/7/2020 Jeffrey Butler 1) Pursuant to the California Public Records Act, Cal. Gov. Code §§ 6250 et seq., I write to request a copy of all full time employees' first, middle (if available) and last names, including their job title/position, their campus/office location, date of hire and email address. Please provide this information in an electronic format such as Excel or .csv, pursuant to Cal. Gov. Code § 6253.9. We are compiling a population tally of all employees in the state separated by individual roles and responsibilities. This information is subject to disclosure under the Public Records Act. See, e.g., San Diego County Employees Retirement Assn. v. Superior Court, 196 Cal. App. 4th 1228, 1236-1237 (Cal. App. 4th Dist. 2011); Internet. Federation of Prof. & Technical Engineers, Local 21, AFL-CIO v. Superior Court, 128 Cal. App. 4th 586, 593 (Cal. App. 1st Dist. 2005). However, if you do not maintain these public records, please let me know which custodian does keep the information, including their address. If you choose to deny this request, please provide a written explanation for the denial including a reference to the specific statutory exemption upon which you rely. If you contend that any portion of the material is exempt from disclosure, redact the exempted portions and provide copies of the nonexempt information. I agree to pay all reasonable copying and postage fees. Please provide a receipt indicating the charges for each document. As provided in the Public Records Act, Sec. 6253(c), please send your response within ten business days, including up to fourteen days as provided by Government Code section 6253. Thank you for your assistance.

BOARD OF DIRECTORS' MEETING – APRIL 16, 2020

FINANCE MANAGER'S REPORT

EXPENDITURE REPORT FOR THE MONTH OF MARCH 2020

The Expenditure Report for the month of March 2020 is being submitted to the CCSD Board of Directors in today's meeting (see Agenda Item 7.A.). The report includes a detailed listing and monthly sub-total for each Accounts Payable Vendor, and a summary of each department's monthly expenditures.

CCSD DIRECTOR MEETINGS & COMPENSATION FOR THE MONTH OF MARCH 2020

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

Director Name	Meeting	Number of	Amt Per	Total
Farmer, Harry	Feb-20	6	\$ 100.00	\$ 600.00
Howell, Donn	Jan-20	6	\$ 100.00	\$ 600.00
Pierson, David	Feb-20	6	\$ 100.00	\$ 600.00
Rice, Amanda		0	\$ 100.00	\$ -
Steidel, Cynthia	Feb-20	6	\$ 100.00	\$ 600.00
Total		24		\$ 2,400.00

AVAILABLE CASH BALANCES AS OF MARCH 2020

The total available cash is listed as follows:

Account Type	Balance
Main Checking	\$ 1,252,140.94
Money Market	\$ 1,235,098.94
Local Agency Investment Fund (LAIF)	\$ 1,343,796.58
Total	\$ 3,831,036.46

Available cash is defined as the balance in the Main Checking Account, less outstanding checks, plus Money Market Account, plus Local Agency Investment Fund (LAIF). The total available cash as of March 31, 2020 was \$3,831,036.46.

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

Account Type (Restricted)	Balance
Payroll	\$ 224,688.44
Veterans Hall	\$ 10,074.72
Health Reimbursement Account (HRA)	\$ 55,795.89
Total	\$ 290,559.05

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

NEW FINANCIAL SYSTEM UPGRADE - STATUS

Staff and the Tyler Ad-hoc Committee will continue routine conference calls with Tyler Technologies, in developing the next steps required for implementation. Due to the County's COVID-19 environment and to meet social distancing requirements, the on-site assessment previously scheduled for the week of March 16th has been postponed until further notice.

ANNUAL AUDIT – STATUS

The FY 2017/18 audit has been completed. Staff will work to begin the FY 2018/19 audit.

Utilities Report for April 2020

Department Activities During the Month of March

Wastewater Treatment Plant (WWTP)

Daily operations have altered some due to the COVID-19 restrictions, which has allowed us to get some housekeeping done.

We have rearranged the operator's office to accommodate our two new employees. Added two new workstations while reducing the clutter in the office. This will make finding files and maps much easier.

We continue to clean the yard of old metal equipment and materials. SA Recycling picked up our trailer full of recycle materials, and since it was too heavy for one trip, the company will return in April for a second trip to remove the remainder of our recycling materials.

We successfully auctioned off a surplus air compressor this month. It was paid for and picked up within the same week. We also sold two old jackhammers.



Figure 1 Surplus jackhammers sold at auction

Collection System

Before the COVID-19 restrictions took effect, we were able to jet a few lines and clean out Lift Stations B-1 and 8. Until the declared emergency is lifted, we are limiting maintenance to essential activities to reduce staff interactions with one another and with the public.

Water Department

During the first week of March, the Water and Wastewater Supervisors, along with the Utilities Department Manager and Management Analyst, met with Hach Company to discuss options for data collection and management related to system operations and analytics. The use of applications such as Claros Collect could reduce the need for manual paper forms and physical collection of data at specific intervals to provide precise consumption and compliance

information. These solutions are being evaluated for both the Water and Wastewater Departments, but no official decisions or bid advertisements have been made.



Figure 2 Full line replacement on a wet Warren Street

Throughout the month, Water staff began and continued valve exercising and flushing of dead ends in the distribution system. These activities are being recorded on our recently upgraded GIS application, Fulcrum, which is loaded onto portable tablets. Pinpointing water appurtenance locations and recording detailed data during field work has been made simpler with the upgraded app and devices. Reports can be

generated and presented to management to more accurately track work being performed. This level of oversight and accountability is mandated under our current drinking water permits.

Water staff performed a line replacement on another problematic service line on Warren Street. On a day that was forecasted to be dry, personnel worked through a sudden wet weather event to expeditiously complete the connection.

Annual testing of the District's fifteen backflow assemblies was completed this month.

With Shelter-At-Home orders in effect, the Water Department took the opportunity to perform a service line replacement on Moonstone Beach Drive. This scenic stretch is



Figure 4 Line replacement underway on MBD



Figure 3 CCSD-owned backflow assembly

usually a very high traffic location and can be a dangerous place to perform underground work. Staff spent most of the day excavating, installing the line

replacement and repairing the roadway. This line has been repaired several times before and was due for full replacement.

Water Department Activities and Tasks for March 2020 are listed in the following table.

Activity	# Completed
Manual Meter Reads/Locates for Billing Purposes	48
Customer assists for high water usage on customer side of meter	13
Locking/Unlocking Water Meters	2
Meter Shut Off/On at Owner's Request	8
Repairs of distribution system leaks	2
After-Hours System Alarm Responses	1
USA Locations	19
Water Service Line Information Requests	2
Service angle stop/ Valves Replaced	4

Sustainable Water Facility

The system remains in stand-by mode. Planned Clean-in-Place operations and system audit have been delayed due to the ongoing COVID-19 emergency declaration.

Conservation & Permits

In March, staff launched the first rebate program offered by the District since 2015. The Intelligent Leak Detection Project consisted of 50 instant rebates for the Flume Smart Water System, which includes a water sensor, Wi-Fi bridge, and smart phone application to provide real-time water flow data to customers. The rebate application was made available on Tuesday, March 17th via a web page hosted by Flume. A small email campaign was completed that afternoon using e-mail addresses on file, along with some social media postings. The rebate application was also advertised on the CCSD homepage and under the Water tab. All 50 rebates were claimed by Sunday, March 22nd. A second phase of rebates is planned, pending available funding. To better facilitate future rebate program launches, and to keep customers informed about Water Conservation programs and incentives, staff created and published a form for interested parties to opt-in to CCSD email campaigns. Please visit the Water Conservation webpage at <https://www.cambriacsd.org/water-conservation> for more information.

Staff has finalized a new retrofit verification form and process, which is currently being implemented as a precautionary measure to limit staff exposure during COVID-19 restrictions. It will come before the Board for formal review in May.

The new retrofit points bank database is being populated with retrofit inspection data by conservation staff members.

In March, staff migrated District GIS information from a vendor-controlled account to an internal account. This allows Engineering Department staff member Jim Soldenwagner to assign user access levels, import and export data, and update GIS applications in-house.

Will Serves to permit remodels or additions

1. 890 Sheffield (Garage to Bedroom Remodel)

Application for Assignment of Position

1. APN 024-151-017 (Waitlist Number 216)

Retrofit Inspections

1. 279 Stafford
2. 2476 Main
3. 2751 Wilcombe
4. 559 Warwick
5. 2010 Benson
6. 6063 Brighton
7. 1226 Main #41
8. 2565 Leona
9. 2050 Sherwood

Sewer Connection Application – still in process

Daou Ocean Wastewater Connection

Regulatory Reports Submitted

1. Title 22 February 2020 Self-Monitoring Report Order No. R3-2019-0051
2. Division of Drinking Water Monthly Reports for February 2020
 - a. Surface Water Treatment Regulations (SR4)
 - b. Surface Water Treatment Regulations (SR3)
 - c. Groundwater Rule (San Simeon Well Field)
 - d. Total Coliform Rule
3. Discharger February 2020 Self-Monitoring Report Order No. 01-100

Well level data and production summary reports are available on the District [website](#).

CLOSED PROJECTS

Project ID	Project Name	status date	Policy #	action/status	notes
1000	Adoption/Amendment of Policies	8/15/19	1000	BOD adopts	1000.3 amended
1005	Association Memberships	8/15/19	1005	BOD adopts	
1010	Basis of Authority	8/15/19	1010	BOD adopts	
1015	Overview of District Clerk's Role	12/12/19	1015	rejected by BOD	
1020	Board/Staff Communications	12/12/19	1020	BOD adopts	
1025	Claims Against the District	12/12/19	1025	BOD adopts	
1030	Code of Ethics	1/16/20		BOD postpones indefinitely	BOD may refer ths topic back to PC after goal
1035	Conflict of Interest	12/12/19	1035.1-2	BOD adopts	with amendment
1040	Correspondence to the Board	1/20/20	1040.1	BOD adopts	
1042	Use of Electronic Devices During Board Meetings	2/20/20	1042.1	accepted by BOD	with amendments
2150	Reserve Policy	8/15/19		BOD adopts	with amendment. Policy Committee to number & adjust format as needed.
		1/30/20		reported complete by staff	Policy # 2150

OPEN PROJECTS
FOR DISCUSSION AND CONSIDERATION AT NEXT COMMITTEE MEETING.

Project ID	Project Name	status date	Policy #	action/status	notes
1040	Correspondence to the Board	4/30/20	1040.2	agendized for consideration	to task an Ad Hoc Committee with Creating Policy 1040.2 Regarding Who Replies to Correspondence Addressed to BOD
I-07	Modification to Municipal Code 8.04 re TDC & required street frontage	4/30/20		agendized for consideration	We need to change more than just the one spot in the code.
I-14	Committee Bylaws & Mission Statement	4/30/20		agendized for consideration	
I-16	Email Management and Retention Policies	4/30/20		agendized for consideration	to form adhoc subcommittee
I-17	Reimbursement of Standing Committee Travel Expenses	4/30/20		future agenda item	Requested by GM

Policy Committee Status report
4/16/20

OPEN PROJECTS

CURRENTLY BEING WORKED ON

Project ID	Project Name	status date	Policy #	action/status	notes
1045	Legal Counsel and Auditor	10/31/19		assigned to subcommittee	Harmon, Nixon, Rohrbaugh
1050	Overview of the General Manager's Role	10/31/19		assigned to subcommittee	Heinrichs, Key, Rohrbaugh
1055	Legislative Advocacy	10/31/19		assigned to subcommittee	Heinrichs, Key, Rohrbaugh
I-02	Ethical/Ennvironmental concerns - Policy on Policies (District Policy B-1)	1/2/20		assigned to subcommittee ???	Heinrichs, Harmon ????
I-03	Homeless Encampments, etc.	2/27/20		assigned to subcommittee	Richards
I-05	Vets' Hall Fees	10/9/19		assigned to subcommittee	Key
I-06	Disaster Preparedness	10/9/19		assigned to subcommittee	Heinrichs
I-08	Purchasing Policy	11/23/19		assigned to subcommittee	Key, Howell, [Madrid]
I-18	Compare BOD bylaws 2013 with BOD bylaws 2020	3/20/20		assigned to subcommittee	To determine what parts of 2013 bylaws should be documented as current policies. Donn
I-19	Inventory existing District Policies	3/20/20		assigned to subcommittee	Compare to policie listed in CSDA Sample Policy Handbook Donn

PROJECTS FOR FUTURE WORK

Project ID	Project Name	status date	Policy #	action/status	notes
I-12	Policy for issuing ITS Letters	1/2/20		prioritized - to future agenda	priority 3
I-10	Filling Vacancies on BOD	1/2/20		prioritized - to future agenda	
3142	Whistleblowing Policy	1/2/20		prioritized - to future agenda	priority 6
3140	Unlawful Harrassment	1/2/20		prioritized - to future agenda	priority 7
I-11	Use of 20 Gal. Trash Cans	1/2/20		prioritized - to future agenda	priority 8
I-09	Maintenance & Upkeep of Cambria	1/2/20		prioritized - to future agenda	priority ?
I-01	Process for flow of new policies	2/27/20		future agenda item	priority ?
I-15	Committee Meeting Flowchart	2/27/20		future agenda item	Priority ?

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

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
ABALONE COAST ANALYTICAL, INC.	71165	3/11/2020	1	101.00	WW/TOTAL SUSPENDED SOLIDS, ELAP FEE	12 6091 12
ABALONE COAST ANALYTICAL, INC.	71165	3/11/2020	1	101.00	WW/TOTAL SUSPENDED SOLIDS, ELAP FEE	12 6091 12
ABALONE COAST ANALYTICAL, INC.	71165	3/11/2020	1	58.00	WW/TOTAL SUSPENDED SOLIDS, ELAP FEE	12 6091 12
ABALONE COAST ANALYTICAL, INC.	71165	3/11/2020	1	97.00	WW/TOTAL SUSPENDED SOLIDS,ELAP FEE	12 6091 12
ABALONE COAST ANALYTICAL, INC.	71165	3/11/2020	1	65.00	WW/TOTAL SUSPENDED SOLIDS, ELAP FEE	12 6091 12
ABALONE COAST ANALYTICAL, INC.	71165	3/11/2020	1	122.00	WW/TOTAL SUSPENDED SOLIDS, ELAP FEE	12 6091 12
ABALONE COAST ANALYTICAL, INC.	71260	3/26/2020	1	124.00	WW/TOTAL SUSPENDED SOLIDS, QUANTI TRAY WW	12 6091 12
ABALONE COAST ANALYTICAL, INC.	71260	3/26/2020	1	97.00	WW/TOTAL SUSPENDED SOLIDS, ELAP FEE	12 6091 12
ABALONE COAST ANALYTICAL, INC.	71260	3/26/2020	1	90.00	WW/TOTAL SUSPENDED SOLIDS, ELAP FEE	12 6091 12
ABALONE COAST ANALYTICAL, INC.	71260	3/26/2020	1	88.00	WW/TOTAL SUSPENDED SOLIDS, ELAP FEE	12 6091 12
ABALONE COAST ANALYTICAL, INC.	71260	3/26/2020	1	122.00	WW/TOTAL SUSPENDED SOLIDS, ELAP FEE	12 6091 12
				1,065.00		
ACCURATE MAILING SERVICE	71243	3/19/2020	1	193.59	WD/MAILING SVC JAN/FEB WATER BILLING	11 6080M 11
ACCURATE MAILING SERVICE	71243	3/19/2020	2	193.59	WW/MAILING SVC JAN/FEB WATER BILLING	12 6080M 12
ACCURATE MAILING SERVICE	71243	3/19/2020	3	865.17	WD/POSTAGE JAN/FEB WATER BILLING	11 6051 11
ACCURATE MAILING SERVICE	71243	3/19/2020	4	865.17	WW/POSTAGE JAN/FEB WATER BILLING	12 6051 12
ACCURATE MAILING SERVICE	71243	3/19/2020	1	200.40	ADM/NEWSLETTER INSERT	01 6080M 09
ACCURATE MAILING SERVICE	71243	3/19/2020	1	200.40	ADM/SURVEY INSERT	01 6080M 09
				2,518.32		
ADRIAN RIOS	71240	3/17/2020	1	315.00	F&R/REFUND VETS HALL RENT - CANCELLATION	01 4500 02
AGGREKO LLC	71130	3/4/2020	1	151.43	WD/GENERATOR RENTAL 1/29-30/20	11 6036 11
AGP VIDEO	71244	3/19/2020	1	1,581.25	ADM/VIDEO PRODUCTION SVCS 2/13/20, 2/20/20	01 6086 09
AL HADIAN	71251	3/19/2020	1	99.50	WD/REFUND OF INSPECTION FEE APP WITHDRAWN	11 4373 11
AL HADIAN	71251	3/19/2020	2	11,500.00	WD/REFUND OF RETROFIT POINTS APP WITHDRAWN	11 4122
AL HADIAN	71251	3/19/2020	3	250.00	FD/REFUND FIRE SPRINKLR SYS REVIEW FEE APP WITHDRN	01 4373 01
				11,849.50		
ALBOUM & ASSOCIATES LLC	71261	3/26/2020	1	1,078.98	WD/TRANSLATION UB DISCONTINUATION NOTICE	11 6080M 11
ALBOUM & ASSOCIATES LLC	71261	3/26/2020	2	1,078.97	WW/TRANSLATION UB DISCONTINUATION NOTICE	12 6080M 12
				2,157.95		
ALL WAYS CLEAN	71166	3/11/2020	1	712.50	F&R/VETS HALL MONTHLY CLEANING MAR 2020	01 6033V 02
ALL WAYS CLEAN	71166	3/11/2020	1	742.72	F&R/MONTHLY CLEANING MAR 2020	01 6080M 02
ALL WAYS CLEAN	71166	3/11/2020	2	368.33	WW/MONTHLY CLEANING MAR 2020	12 6080M 12
ALL WAYS CLEAN	71166	3/11/2020	1	240.30	ADM/MONTHLY CLEANING MAR 2020	01 6033B 09
				2,063.85		
ALPHA ELECTRICAL SERVICE	71278	3/26/2020	1	1,038.52	ADM/SERVICE FOR OFFICE WATER HEATER	01 6033B 09
APODACA PAVING, INC.	71126	3/3/2020	1	6,500.00	WD/ROAD REPAIR - KENT ST	11 6031D 11
AT&T	71144	3/9/2020	1	232.07	WW/ALARM AT LIFT STN B-4	12 6060P 12
AT&T MOBILITY	71145	3/9/2020	1	92.78	FD/MONTHLY CELL SERVICE	01 6060P 01
AT&T/CALNET3	71127	3/3/2020	1	20.79	WW/ALARM AT LIFT STN A	12 6060P 12
AT&T/CALNET3	71127	3/3/2020	1	20.80	WW/ALARM AT LIFT STN B3	12 6060P 12
AT&T/CALNET3	71127	3/3/2020	1	32.20	FD/228 CENTER ST	01 6060P 01
AT&T/CALNET3	71127	3/3/2020	1	20.80	WW/ALARM AT LIFT STATION B1	12 6060P 12
AT&T/CALNET3	71127	3/3/2020	1	20.77	WW/ALARM AT LIFT STN B2	12 6060P 12
AT&T/CALNET3	71127	3/3/2020	1	20.78	WW/ALARM AT LIFT STN B	12 6060P 12
AT&T/CALNET3	71127	3/3/2020	1	20.81	WW/ALARM AT LIFT STN 9	12 6060P 12
AT&T/CALNET3	71127	3/3/2020	1	20.82	WW/ALARM AT LIFT STN A1	12 6060P 12
AT&T/CALNET3	71127	3/3/2020	1	20.89	WW/FAX LINE	12 6060P 12
AT&T/CALNET3	71127	3/3/2020	1	20.86	WD/TELEMETRY SYSTEMS	11 6060P 11
AT&T/CALNET3	71127	3/3/2020	1	39.89	F&R/FIRE ALARMS AT VETS HALL	01 6060P 02
AT&T/CALNET3	71127	3/3/2020	1	20.79	WW/ALARM AT LIFT STN 4	12 6060P 12

**CAMBRIA COMMUNITY SERVICES DISTRICT
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FOR THE MONTH OF MARCH 2020**

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AT&T/CALNET3	71127	3/3/2020	1	20.77	WW/ALARM AT LIFT STN 8	12 6060P 12
AT&T/CALNET3	71127	3/3/2020	1	20.77	WD/LEIMERT PUMP STN	11 6060P 11
AT&T/CALNET3	71127	3/3/2020	1	21.16	ADM/OFFICE FAX LINE	01 6060P 09
AT&T/CALNET3	71127	3/3/2020	1	22.73	F&R/RODEO GROUNDS	01 6060P 02
AT&T/CALNET3	71127	3/3/2020	1	51.11	WW/HEATH LANE PHONE	12 6060P 12
				416.74		
BADGER METER INC.	71225	3/17/2020	1	30.00	WD/ORION CELLULAR SERVICE FEB 2020	11 6031M 11
BATTERY SYSTEMS, INC.	71279	3/26/2020	1	38.99	WD/BATTERY CHARGER	11 6037 11
BATTERY SYSTEMS, INC.	71279	3/26/2020	1	(38.99)	WD/RETURN BATTERY CHARGER	11 6037 11
BATTERY SYSTEMS, INC.	71279	3/26/2020	1	1,105.46	WD/BATTERIES	11 6037 11
				1,105.46		
BAUER COMPRESSORS	71226	3/17/2020	1	2,100.23	FD/SERVICE & REPAIR CO MONITOR	01 6090 01
BENJAMIN FRANKLIN PLUMBING	71246	3/19/2020	1	1,200.00	ADM/INSTALL INSTANT HOT WATER HEATER	01 6033B 09
BLAND, MELISSA	71111	3/2/2020	1	33.33	WD/MONTHLY CELL PHONE & INTERNET REIMB	11 6060C 11
BLAND, MELISSA	71111	3/2/2020	2	33.33	WW/MONTHLY CELL PHONE & INTERNET REIMB	12 6060C 12
BLAND, MELISSA	71111	3/2/2020	3	33.34	SWF/MONTHLY CELL PHONE & INTERNET REIMB	39 6060C 25
				100.00		
BOUND TREE MEDICAL, LLC	71167	3/11/2020	1	147.40	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
BOUND TREE MEDICAL, LLC	71167	3/11/2020	1	13.28	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
BOUND TREE MEDICAL, LLC	71167	3/11/2020	1	181.80	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
BOUND TREE MEDICAL, LLC	71167	3/11/2020	1	48.21	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
BOUND TREE MEDICAL, LLC	71262	3/26/2020	1	145.44	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
BOUND TREE MEDICAL, LLC	71262	3/26/2020	1	10.70	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
				546.83		
BRENNTAG PACIFIC, INC.	71247	3/19/2020	1	231.30	WD/CHEMICALS	11 6090 11
BRENNTAG PACIFIC, INC.	71247	3/19/2020	1	309.24	WD/CHEMICALS	11 6090 11
				540.54		
BREZDEN PEST CONTROL, INC.	71263	3/26/2020	1	85.00	ADM/SPRAY AND DEWEB	01 6033B 09
BUSINESSPLANS, INC.	71264	3/26/2020	1	313.00	ADM/MONTHLY HRA PLAN ADMINISTRATION MARCH 2020	01 6086 09
CAL SPECIAL DIST ASSOC (CSDA)	71146	3/9/2020	1	65.00	ADM/WEBINAR ON SB998-UTIL BILLING PDUFFIELD	01 6120E 09
CAL-COAST MACHINERY INC.	71168	3/11/2020	1	68.00	F&R/EQUIPMENT PARTS	01 6041N 02
CAMBRIA AUTO SUPPLY LP	71245	3/19/2020	1	51.65	F&R/HYDRAULIC HOSE, HOSE END	01 6041N 02
CAMBRIA AUTO SUPPLY LP	71245	3/19/2020	1	7.20	WW/TAPE	12 6032T 12
				58.85		
CAMBRIA HARDWARE CENTER	71185	3/16/2020	1	8.57	FD/TILE SPACERS	01 6090 01
CAMBRIA HARDWARE CENTER	71185	3/16/2020	1	22.50	FD/CABLE, CHAIR LEG TIPS STATION REPAIRS	01 6033F 01
CAMBRIA HARDWARE CENTER	71185	3/16/2020	1	14.11	FD/LIQUID NAILS STATION REPAIRS	01 6033F 01
CAMBRIA HARDWARE CENTER	71185	3/16/2020	1	8.57	FD/GROUT BAG STATION REPAIRS	01 6033F 01
CAMBRIA HARDWARE CENTER	71185	3/16/2020	1	40.73	FD/HDMI VIDEO CABLE	01 6090 01
CAMBRIA HARDWARE CENTER	71185	3/16/2020	1	64.30	FD/VARIOUS CABLES	01 6090 01
CAMBRIA HARDWARE CENTER	71185	3/16/2020	1	11.98	FD/CABLE, SPACKLE	01 6090 01
CAMBRIA HARDWARE CENTER	71185	3/16/2020	1	32.15	FD/CONCRETE PATCH MIX STATION REPAIRS	01 6033F 01
CAMBRIA HARDWARE CENTER	71185	3/16/2020	1	32.15	FD/CONCRETE PATCH MIX STATION REPAIRS	01 6033F 01
CAMBRIA HARDWARE CENTER	71185	3/16/2020	1	23.11	FD/CHAIR LEG TIPS, DOOR STOP STATION REPAIRS	01 6033F 01
CAMBRIA HARDWARE CENTER	71186	3/16/2020	1	98.39	WW/SUPPLIES FOR LIFT STATIONS	12 6032L 12
CAMBRIA HARDWARE CENTER	71186	3/16/2020	1	23.64	WW/SUPPLIES FOR LIFT STATIONS	12 6032L 12
CAMBRIA HARDWARE CENTER	71186	3/16/2020	1	99.15	WW/GLOVES, SAW, DRILL BIT	12 6032T 12
CAMBRIA HARDWARE CENTER	71186	3/16/2020	1	20.27	WW/MASON MIX	12 6032C 12
CAMBRIA HARDWARE CENTER	71187	3/16/2020	1	9.63	WD/LIQUID CHLORINE	11 6033G 11

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CAMBRIA HARDWARE CENTER	71187	3/16/2020	1	6.09	WD/MISC SUPPLIES	11 6031Y 11
CAMBRIA HARDWARE CENTER	71187	3/16/2020	1	29.34	WD/ROPE, GLOVES, SAFETY GLASSES	11 6031D 11
CAMBRIA HARDWARE CENTER	71187	3/16/2020	1	15.41	WD/QUICKCRETE	11 6031D 11
CAMBRIA HARDWARE CENTER	71187	3/16/2020	1	14.54	WD/SCREWS, BATTERIES	11 6031D 11
CAMBRIA HARDWARE CENTER	71187	3/16/2020	1	30.42	WD/SCREWDRIVERS, SPRAY PAINT	11 6031D 11
CAMBRIA HARDWARE CENTER	71187	3/16/2020	1	8.03	WD/LIQUID CAR WASH	11 6041L 11
CAMBRIA HARDWARE CENTER	71187	3/16/2020	1	49.05	WD/PLIERS, TAPE, BRUSHES, SPRAY PAINT	11 6090 11
CAMBRIA HARDWARE CENTER	71187	3/16/2020	1	9.80	FD/COUPLING, PIPE	11 6031R 11
CAMBRIA HARDWARE CENTER	71187	3/16/2020	1	23.56	WD/GRATE, DRAIN PIPE	11 6031R 11
CAMBRIA HARDWARE CENTER	71187	3/16/2020	1	9.64	WD/DRAIN PIPE	11 6031R 11
CAMBRIA HARDWARE CENTER	71187	3/16/2020	1	13.80	WD/CHAIN OIL, SOAP	11 6090 11
CAMBRIA HARDWARE CENTER	71188	3/16/2020	1	44.12	F&R/QUICKCRETE, SCREWS, SIGN	01 6033R 02
CAMBRIA HARDWARE CENTER	71189	3/16/2020	1	15.64	ADM/PEST SPRAY	01 6033B 09
CAMBRIA HARDWARE CENTER	71189	3/16/2020	1	8.57	F&R/HOSE NOZZLE	01 6033B 02
CAMBRIA HARDWARE CENTER	71189	3/16/2020	1	10.06	ADM/DISH SOAP	01 6050 09
				846.64		
CAMBRIA ROCK	71181	3/11/2020	1	201.08	WD/CLASS II ROAD BASE AND SAND	11 6090 11
CAMBRIA ROCK	71181	3/11/2020	2	201.09	SWF/CLASS II ROAD BASE AND SAND	39 6090 25
CAMBRIA ROCK	71255	3/19/2020	1	992.03	WD/CLASS II ROAD BASE AND SAND FOR ROAD REPAIRS	11 6090 11
CAMBRIA ROCK	71255	3/19/2020	1	46.11	WD/LEACH ROCK	11 6031R 11
				1,440.31		
CAMBRIA VILLAGE SQUARE	71123	3/2/2020	1	2,553.03	ADM/MONTHLY OFFICE LEASE PMT 1316 TAMSEN	01 6075 09
CARMEL & NACCASHA LLP	71190	3/17/2020	1	1,138.85	ADM/LEGAL SERVICES GENERAL FEB 2020	01 6080K 09
CARMEL & NACCASHA LLP	71190	3/17/2020	1	5,120.00	ADM/MONTHLY SVCS PRIV & CONF FEB 2020	01 6080L 09
CARMEL & NACCASHA LLP	71190	3/17/2020	1	11,100.00	ADM/MONTHLY RETAINER FOR LEGAL SERVICES MARCH 2020	01 6080K 09
				17,358.85		
CECELIA AGUILAR SANDOVAL	71241	3/17/2020	1	1,130.00	F&R/REFUND VETS HALL RENT - CANCELLATION	01 4500 02
CENTRAL COAST COFFEE ROASTING	71169	3/11/2020	1	55.08	WW/COFFEE FOR OFFICE	12 6050 12
CHARTER COMMUNICATIONS	71170	3/11/2020	1	273.57	F&R/ETHERNET SERVICES VETS HALL	01 6060I 02
CHARTER COMMUNICATIONS	71170	3/11/2020	2	137.33	F&R/ETHERNET SERVICES RODEO GROUNDS RD	01 6060I 02
CHARTER COMMUNICATIONS	71170	3/11/2020	3	230.65	ADM/ETHERNET SERVICES TAMSON DR	01 6060I 09
CHARTER COMMUNICATIONS	71170	3/11/2020	4	253.42	WD/ETHERNET SERVICES HEATH LANE	11 6060I 11
CHARTER COMMUNICATIONS	71170	3/11/2020	5	253.42	WW/ETHERNET SERVICES HEATH LANE	12 6060I 12
CHARTER COMMUNICATIONS	71248	3/19/2020	1	39.99	F&R/BUSINESS VOICE FOR RODEO GROUNDS RD	01 6060I 02
CHARTER COMMUNICATIONS	71248	3/19/2020	1	162.50	FD/BUSINESS INTERNET	01 6060I 01
CHARTER COMMUNICATIONS	71248	3/19/2020	2	162.50	ADM/BUSINESS INTERNET	01 6060I 09
CHARTER COMMUNICATIONS	71248	3/19/2020	3	162.50	WD/BUSINESS INTERNET	11 6060I 11
CHARTER COMMUNICATIONS	71248	3/19/2020	4	162.50	WW/BUSINESS INTERNET	12 6060I 12
CHARTER COMMUNICATIONS	71248	3/19/2020	5	476.38	ADM/BUSINESS VOICE	01 6060I 09
CHARTER COMMUNICATIONS	71280	3/26/2020	1	174.97	WW/BUSINESS INTERNET & VOICE	12 6060I 12
				2,489.73		
CIO SOLUTIONS, LP	71112	3/2/2020	1	2,937.83	ADM/MONTHLY BILLING FOR MAR 2020	01 6044 09
CIO SOLUTIONS, LP	71112	3/2/2020	1	20.00	ADM/ADMIN OFFICE SCANNER STATION	01 6044 09
CIO SOLUTIONS, LP	71290	3/26/2020	1	2,172.47	WD/SET UP NEW GIS COMPUTER AND WORK STATION	11 6045 11
				5,130.30		
CIT BANK, N.A.	71171	3/11/2020	1	333.42	FD/MONTHLY IP PHONE CHARGES	01 6060P 01
CIT BANK, N.A.	71171	3/11/2020	2	206.40	ADM/MONTHLY IP PHONE CHARGES	01 6060P 09
CIT BANK, N.A.	71171	3/11/2020	3	113.97	WD/MONTHLY IP PHONE CHARGES	11 6060P 11
CIT BANK, N.A.	71171	3/11/2020	4	113.97	WW/MONTHLY IP PHONE CHARGES	12 6060P 12
				767.76		
CITY NATIONAL BANK	71113	3/2/2020	1	13,490.75	WW/ANNUAL LOAN PMT BOND REFI INT ONLY	12 6180C 12

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CORBIN WILLITS SYSTEMS INC.	71114	3/2/2020	1	1,248.60	ADM/MONTHLY SUPPORT AGMT MOMS SOFTWARE 03/20	01 6044 09
CORBIN WILLITS SYSTEMS INC.	71265	3/26/2020	1	130.00	ADM/PAYROLL ASSIST, ACCOUNTS PAYABLE TRAINING	01 6044 09
				1,378.60		
CULLIGAN-KITZMAN WATER	71172	3/11/2020	1	90.00	FD/RO SERVICE HICAP SOFTENER	01 6033B 01
DAVID CRYE, INC	71131	3/4/2020	1	114.75	F&R/CLASS II BASE MATERIAL FOR SKATE PARK	01 6033B 02
DAVID KEITH TODD CONSULTING EN	71129	3/3/2020	1	5,047.30	SWF/PROFESSIONAL SVC FOR PERMITTING 1/1-1/31/20	40 6910 30
DI OVERNITE, LLC	71132	3/4/2020	1	14.00	ADM/COMPUTER TOWER DELIVERY FROM CIO SOLUTIONS	01 6051 09
DI OVERNITE, LLC	71132	3/4/2020	1	14.00	ADM/DELIVERY OF LAPTOP TO CIO SOLUTIONS	01 6051 09
				28.00		
DIGITAL DEPLOYMENT, INC	71228	3/17/2020	1	200.00	ADM/STREAMLINE MONTHLY MEMBER FEE	01 6011W 09
FAMCOM PIPE & SUPPLY, INC.	71133	3/4/2020	1	243.52	WD/DRILLING MACHINE	11 6031D 11
FAMCOM PIPE & SUPPLY, INC.	71133	3/4/2020	1	3,398.70	WD/AIR VACS & MAT'L FOR STOCK & DIST SYS REPAIRS	11 6031D 11
FAMCOM PIPE & SUPPLY, INC.	71133	3/4/2020	1	1,231.58	WD/ENCLOSURES FOR AIR VAC REPLACEMENT	11 6031D 11
				4,873.80		
FASTENAL COMPANY	71173	3/11/2020	1	9.77	WD/OPERATING SUPPLIES	11 6091B 11
FENCE FACTORY, THE	71174	3/11/2020	1	72.60	PROS/FENCE RENTAL SKATE PARK CLOSURE 2/19-3/18/20	01 6033P 16
FERGUSON ENTERPRISES, INC #135	71281	3/26/2020	1	355.58	F&R/BATTERY SENSOR RETROFIT KITS	01 6033B 02
FGL ENVIRONMENTAL INC.	71147	3/9/2020	1	136.00	WD/BACTI & SUPPORT ANALYSIS 2/4/20	11 6091 11
FGL ENVIRONMENTAL INC.	71147	3/9/2020	1	60.00	WD/BACTI ANALYSIS 2/4/20	11 6091 11
FGL ENVIRONMENTAL INC.	71147	3/9/2020	1	406.00	WD/ORGANIC ANALYSIS 2/4/20	11 6091 11
FGL ENVIRONMENTAL INC.	71147	3/9/2020	1	157.00	WW/INORGANIC ANALYSIS 2/4/20	12 6091 12
FGL ENVIRONMENTAL INC.	71147	3/9/2020	1	136.00	WD/INORGANIC & SUPPORT ANALYSIS 2/4/20	11 6091 11
FGL ENVIRONMENTAL INC.	71147	3/9/2020	1	112.00	WD/BACTI & SUPPORT ANALYSIS 2/11/20	11 6091 11
FGL ENVIRONMENTAL INC.	71147	3/9/2020	1	173.00	WW/INORGANIC & SUPPORT ANALYSIS 2/13/20	12 6091 12
FGL ENVIRONMENTAL INC.	71147	3/9/2020	1	112.00	WD/BACTI & SUPPORT ANALYSIS 2/18/20	11 6091 11
FGL ENVIRONMENTAL INC.	71249	3/19/2020	1	357.00	WW/INORGANIC ANALYSIS 2/4/20	12 6091 12
FGL ENVIRONMENTAL INC.	71249	3/19/2020	1	112.00	WD/BACTI & SUPPORT ANALYSIS 2/25/20	11 6091 11
				1,761.00		
FIRST BANKCARD	71242	3/19/2020	1	-	F&R/C MENDOZA VISA CHARGES	01 6033E 02
FIRST BANKCARD	71242	3/19/2020	2	30.00	F&R/HOMELESS CLEANUP LANDFILL DISPOSAL FEE	01 6033E 02
FIRST BANKCARD	71242	3/19/2020	1	-	ADM/M MADRID VISA CHARGES	01 6045 09
FIRST BANKCARD	71242	3/19/2020	2	819.84	ADM/HOTEL HR TRAINING MMADRID 1/22-24/20	01 6120E 09
FIRST BANKCARD	71242	3/19/2020	3	35.76	WD/MEALS CAL RURAL WTR ASN TRNG MBLAND 1/27,28/20	11 6120E 11
FIRST BANKCARD	71242	3/19/2020	4	30.34	WD/FUEL CAL RURAL WTR ASN TRNG MBLAND 1/27,28/20	11 6096 11
FIRST BANKCARD	71242	3/19/2020	5	102.21	ADM/MEALS LASERFICHE TRNG MMADRID 2/10-14/20	01 6120E 09
FIRST BANKCARD	71242	3/19/2020	6	102.22	WD/MEALS LASERFICHE TRNG MBLAND 2/10-14/20	11 6120E 11
FIRST BANKCARD	71242	3/19/2020	7	88.81	ADM/PRINTER INK	01 6045 09
FIRST BANKCARD	71242	3/19/2020	8	88.80	FD/PRINTER INK	01 6045 01
FIRST BANKCARD	71242	3/19/2020	9	29.65	ADM/FUEL LASERFICHE TRNG MMADRID,MBLAND	01 6096 09
FIRST BANKCARD	71242	3/19/2020	10	611.64	ADM/DISTRICT WEBSITE HOSTING	01 6011W 09
FIRST BANKCARD	71242	3/19/2020	11	225.00	ADM/REGIST RATE SETTING PROP 218/26 JWEIGOLD 3/10	01 6120E 09
FIRST BANKCARD	71242	3/19/2020	1	-	FD/W HOLLINGSWORTH VISA CHARGES	01 6090 01
FIRST BANKCARD	71242	3/19/2020	2	109.01	FD/LUNCH FOR PALS TRAINING 1/22/20	01 6120E 01
FIRST BANKCARD	71242	3/19/2020	3	29.99	FD/WHITEPAGES AD	01 6090 01
FIRST BANKCARD	71242	3/19/2020	4	(29.99)	FD/CREDIT FOR WHITEPAGES AD - FRAUDULENT CHARGE	01 6090 01
FIRST BANKCARD	71242	3/19/2020	5	29.34	FD/FUEL	01 6096 01
FIRST BANKCARD	71242	3/19/2020	6	28.00	FD/FULCRUM MONTHLY SERVICE FEE	01 6054 01
FIRST BANKCARD	71242	3/19/2020	7	800.00	FD/FIRE INSPECTOR TRAINING 1B, 1C DMCCRAIN	01 6120E 01
FIRST BANKCARD	71242	3/19/2020	8	252.53	FD/HAMMER TROLLEY RENTAL FOR STATION REPAIRS	01 6033F 01
				3,383.15		

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FORD MOTOR CREDIT COMPANY LLC	71230	3/17/2020	1	637.09	F&R/2016 FORD F-250 W/UTILITY BODY MARCH 2020	01 2516 02
FURNITURE INSTALLATION TEAM IN	71250	3/19/2020	1	1,443.68	WD/OFFICE FURNITURE, INSTALLATION	11 6095 11
FURNITURE INSTALLATION TEAM IN	71250	3/19/2020	2	579.60	WW/OFFICE FURNITURE, INSTALLATION	12 6095 12
FURNITURE INSTALLATION TEAM IN	71250	3/19/2020	3	579.59	SWF/OFFICE FURNITURE, INSTALLATION	39 6095 25
				<u>2,602.87</u>		
G.F. GARCIA & SONS, INC.	71128	3/3/2020	1	5,525.00	WW/REPLACE MANHOLE AT LIFT STATION A-1	12 6032L 12
GENOA SIGNS & GRAPHICS	71148	3/9/2020	1	109.40	WW/DECAL FOR DISTRICT VEHICLE	12 6041L 12
GERBER'S AUTO SERVICE	71134	3/4/2020	1	30.00	WD/TIRE REPAIR 2018 FORD F150	11 6041L 11
GERBER'S AUTO SERVICE	71134	3/4/2020	1	58.42	WW/OIL CHANGE 2005 FORD F150	12 6041L 12
GERBER'S AUTO SERVICE	71134	3/4/2020	1	74.14	WD/OIL CHANGE 2017 FORD F250	11 6041L 11
GERBER'S AUTO SERVICE	71175	3/11/2020	1	201.48	F&R/REPAIR VALVE 2016 FORD F250	01 6041L 02
				<u>364.04</u>		
GOWDY ELECTRIC	71176	3/11/2020	1	330.18	F&R/REPAIR LIGHT, PURCHASE NEW FIXTURES VETS HALL	01 6033V 02
GRAINGER	71177	3/11/2020	1	34.78	WW/HOUR METER	12 6032G 12
GREEN, JAMES R	71118	3/2/2020	1	9.00	WD/MONTHLY CELL PHONE REIMBURSEMENT	11 6060C 11
GREEN, JAMES R	71118	3/2/2020	2	36.00	SWF/MONTHLY CELL PHONE REIMBURSEMENT	39 6060C 25
GREEN, JAMES R	71183	3/11/2020	1	156.91	WD/TRAVEL ADV ORANGE CNTY R/O FACLTU TOUR 3/13/20	11 6120E 11
				<u>201.91</u>		
GSOLUTIONZ, INC.	71231	3/17/2020	1	950.00	ADM/TROUBLESHOOT PHONE ISSUES	01 6060P 09
HALEY DODSON	71116	3/2/2020	1	9.53	ADM/REIMB MILEAGE FOR AGENDA POSTING 1/13-17/20	01 6115 09
HALEY DODSON	71116	3/2/2020	1	3.73	ADM/DELIVER AGENDAS & ATTEND BRD MTG 1/21-22/20	01 6115 09
HALEY DODSON	71116	3/2/2020	1	5.80	ADM/MILEAGE REIMB FOR MTGS & DIST BUSINESS	01 6115 09
HALEY DODSON	71116	3/2/2020	1	10.58	ADM/REIMB MILEAGE FOR MISC DIST BUSINESS 2/10-2/14	01 6115 09
HALEY DODSON	71116	3/2/2020	2	36.51	ADM/REIMB MILEAGE FOR LCW TRAINING IN AG	01 6120E 09
HALEY DODSON	71116	3/2/2020	1	100.00	ADM/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	01 6060C 09
				<u>166.15</u>		
HERC RENTALS, INC.	71149	3/9/2020	1	526.51	F&R/LOADER ATTACHMENT RENTAL FOR SKATE PARK	01 6070 02
HOLLINGSWORTH, WILLIAM	71119	3/2/2020	1	55.00	FD/MONTHLY INTERNET REIMBURSEMENT	01 6060C 01
HOME DEPOT CREDIT SERVICE	71224	3/17/2020	1	58.30	F&R/GRIP FOR ATV	01 6090 02
HOME DEPOT CREDIT SERVICE	71224	3/17/2020	1	84.69	F&R/MISC SHOP SUPPLIES	01 6090 02
HOME DEPOT CREDIT SERVICE	71224	3/17/2020	1	617.88	WD/MISC OPERATING & TRUCK MAINT SUPPLIES	11 6091B 11
HOME DEPOT CREDIT SERVICE	71224	3/17/2020	1	129.13	FD/TILE GROUT FOR STATION REPAIRS	01 6033F 01
HOME DEPOT CREDIT SERVICE	71224	3/17/2020	1	246.01	FD/WALL LIGHTS STATION REPAIRS	01 6033F 01
HOME DEPOT CREDIT SERVICE	71224	3/17/2020	1	60.04	FD/LIQUID NAILS STATION REPAIRS	01 6033F 01
HOME DEPOT CREDIT SERVICE	71224	3/17/2020	1	(60.04)	FD/RETURN LIQUID NAILS	01 6033F 01
HOME DEPOT CREDIT SERVICE	71224	3/17/2020	1	66.44	FD/LIQUID NAILS, BUCKET SCOOP STATION REPAIRS	01 6033F 01
HOME DEPOT CREDIT SERVICE	71224	3/17/2020	1	1,272.97	FD/MISC TILING SUPPLIES STATION REPAIRS	01 6033F 01
HOME DEPOT CREDIT SERVICE	71232	3/17/2020	1	22.61	WD/STEEL POST FOR SOLAR PANEL MOUNT	11 6037 11
HOME DEPOT CREDIT SERVICE	71232	3/17/2020	1	723.00	WW/TOOL KIT, PUMP, VAC BLOWER	12 6093 12
HOME DEPOT CREDIT SERVICE	71232	3/17/2020	1	14.11	SWF/LUMBER FOR PIPE SUPPORT	39 6090 25
				<u>3,235.14</u>		
HOWLAND, JACKIE	71135	3/4/2020	1	1,520.00	WD/REIMB FOR WORK ON CCSD SIDE OF WATER METER	11 6031M 11
IMAGETREND, INC	71136	3/4/2020	1	1,854.00	FD/EMS RESCUE INSPECTIONS ANNL FEE 2/15/20-2/14/21	01 6055 01
INNOVATIVE CONCEPTS	71150	3/9/2020	1	25.00	FD/BUSINESS WEBSITE HOSTING	01 6044 01
INNOVATIVE CONCEPTS	71150	3/9/2020	2	25.00	ADM/BUSINESS WEBSITE HOSTING	01 6044 09
				<u>50.00</u>		

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J B DEWAR INC.	71163	3/11/2020	1	39.08	FD/DIESEL EXHAUST FLUID	01 6096 01
J B DEWAR INC.	71163	3/11/2020	1	795.39	FD/225.20 GALS DIESEL	01 6096 01
J B DEWAR INC.	71163	3/11/2020	1	1,808.29	F&R/430 GALS GAS; 108.90 GALS DIESEL	01 6096 02
J B DEWAR INC.	71277	3/26/2020	1	1,395.49	FD/228.8 GALS GAS; 248.9 GALS DIESEL	01 6096 01
J B DEWAR INC.	71277	3/26/2020	1	1,200.01	F&R/424.6 GALS GAS	01 6096 02
				<u>5,238.26</u>		
JAMES SOLDENWAGNER	71122	3/2/2020	1	45.00	WD/MONTHLY CELL PHONE REIMBURSEMENT	11 6060C 11
JEFF SMITH PLUMBING	71252	3/19/2020	1	118.00	WD/REPAIR CUSTOMER VALVE BROKE DURING METER REPAIR	11 6031D 11
JESUS G. NUNEZ	71178	3/11/2020	1	1,350.00	PROS/SKATE PARK CONCRETE REMOVAL	01 6033P 16
JILL YOUNG OR MICHAEL YOUNG	71182	3/11/2020	1	350.00	WD/REFUND BAL OF REMODEL DEPOSIT 6405 BUCKLEY	11 2420 11
JILL YOUNG OR MICHAEL YOUNG	71182	3/11/2020	2	(63.00)	WD/REFUND BAL OF REMODEL DEPOSIT 6405 BUCKLEY	11 4050 11
JILL YOUNG OR MICHAEL YOUNG	71182	3/11/2020	3	(28.00)	FD/REFUND BAL OF REMODEL DEPOSIT 6405 BUCKLEY	01 4373 01
				<u>259.00</u>		
JOHN ALLCHIN	71110	3/2/2020	1	37.17	WW/REIMB RECIP SAW AND 20 TON JACK PURCHASES	12 6093 12
JOHN ALLCHIN	71110	3/2/2020	1	45.00	WW/MONTHLY CELL PHONE REIMBURSEMENT	12 6060C 12
				<u>82.17</u>		
JOHN F WEIGOLD, IV	71124	3/2/2020	1	100.00	ADM/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	01 6060C 09
LIBERTY COMPOSTING, INC.	71253	3/19/2020	1	4,961.46	WW/TIPPING FEES BIOSOLIDS FEB 2020	12 6032S 12
LIEBERT CASSIDY WHITMORE	71151	3/9/2020	1	252.00	ADM/CLIENT MATTER CA131-00001 THROUGH 1/31/20	01 6080L 09
LIEBERT CASSIDY WHITMORE	71151	3/9/2020	1	5,010.14	ADM/CLIENT MATTER CA131-00012 THROUGH 1/31/20	01 6080L 09
LIEBERT CASSIDY WHITMORE	71151	3/9/2020	1	2,388.02	ADM/CLIENT MATTER CA131-00013 THROUGH 1/31/20	01 6080L 09
LIEBERT CASSIDY WHITMORE	71254	3/19/2020	1	75.00	ADM/REGIST COVID-19 WEBINAR	01 6120E 09
LIEBERT CASSIDY WHITMORE	71282	3/26/2020	1	1,444.00	ADM/CLIENT MATTER CA131-00012 THROUGH 2/29/20.	01 6080L 09
LIEBERT CASSIDY WHITMORE	71282	3/26/2020	1	380.00	ADM/CLIENT MATTER CA131-00013 THROUGH 2/29/20	01 6080L 09
				<u>9,549.16</u>		
LIFE-ASSIST, INC.	71266	3/26/2020	1	50.19	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
LIFE-ASSIST, INC.	71266	3/26/2020	1	102.09	FD/EMERGENCY MEDICAL SUPPLIES	01 6089 01
				<u>152.28</u>		
LUIS EDUARDO FERNANDEZ	71239	3/17/2020	1	1,810.00	F&R/REFUND VETS HALL RENT - CANCELLATION	01 4500 02
MADRID, MONIQUE	71120	3/2/2020	1	55.00	ADM/MONTHLY INTERNET REIMBURSEMENT	01 6060C 09
MADRID, MONIQUE	71120	3/9/2020	9000	(55.00)	Ck# 071120 Reversed	01 6060C 09
MADRID, MONIQUE	71161	3/9/2020	1	33.50	ADM/REIMB FOR MEALS, PARKING TRAINING 2/10-14/20	01 6120E 09
MADRID, MONIQUE	71161	3/9/2020	1	5.70	ADM/MILEAGE REIMB VARIOUS MEETINGS 2/25-27/20	01 6120E 09
				<u>39.20</u>		
MARK R JENNINGS	71137	3/4/2020	1	500.18	WW/FRONT TIRES FOR JOHN DEERE 460 TRACTOR	11 6041N 11
MCMaster-CARR SUPPLY CO	71138	3/4/2020	1	(44.98)	WW/RETURN LOCKS	12 6032G 12
MCMaster-CARR SUPPLY CO	71138	3/4/2020	1	626.70	FD/PADLOCKS	01 6048 01
MCMaster-CARR SUPPLY CO	71138	3/4/2020	1	317.10	FD/PADLOCK KEYS	01 6048 01
MCMaster-CARR SUPPLY CO	71267	3/26/2020	1	71.28	WW/LOCKS	12 6032G 12
				<u>970.10</u>		
MED-STOP MEDICAL CLINIC, INC.	71139	3/4/2020	1	150.00	WW/DMV - DOT PHYSICAL	12 6080M 12
MED-STOP MEDICAL CLINIC, INC.	71139	3/4/2020	1	689.00	FD/DMV-DOT EXAM AND PHYSICAL	01 6080M 01
MED-STOP MEDICAL CLINIC, INC.	71139	3/4/2020	1	215.00	WD/POST OFFER PHYSICAL	11 6125 11
				<u>1,054.00</u>		
MENDOZA, CARLOS	71121	3/2/2020	1	22.50	ADM/MONTHLY CELL PHONE REIMBURSEMENT	01 6060C 09
MENDOZA, CARLOS	71121	3/2/2020	2	22.50	F&R/MONTHLY CELL PHONE REIMBURSEMENT	01 6060C 02
				<u>45.00</u>		

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MIGUEL GONZALEZ	71257	3/19/2020	1	50.85	MQ CUSTOMER REFUND	11 2005
MINER'S ACE HARDWARE	71268	3/26/2020	1	4.28	WW/MISC. SUPPLIES	12 6032T 12
MINER'S ACE HARDWARE	71268	3/26/2020	1	104.45	F&R/MISC. SUPPLIES	01 6033B 02
				108.73		
MISSION LINEN SUPPLY	71140	3/4/2020	1	428.36	WD/UNIFORM SHIRTS FOR NEW EMPL CODY MEEKS	11 6094 11
MISSION LINEN SUPPLY	71140	3/4/2020	1	77.04	WD/TOWELS, WET MOPS, FLOOR MATS, COVERALLS	11 6033B 11
MISSION LINEN SUPPLY	71140	3/4/2020	1	96.24	WD/TOWELS, WET MOPS, FLOOR MATS, COVERALLS	11 6033B 11
MISSION LINEN SUPPLY	71140	3/4/2020	1	17.46	WW/FLOOR MATS	12 6033B 12
MISSION LINEN SUPPLY	71233	3/17/2020	1	77.04	WD/TOWELS, WET MOPS, FLOOR MATS, COVERALLS	11 6033B 11
MISSION LINEN SUPPLY	71233	3/17/2020	1	17.46	WW/FLOOR MATS	12 6033B 12
MISSION LINEN SUPPLY	71233	3/17/2020	1	77.04	WD/TOWELS, WET MOPS, FLOOR MATS, COVERALLS	11 6033B 11
MISSION LINEN SUPPLY	71233	3/17/2020	1	17.46	WW/FLOOR MATS	12 6033B 12
MISSION LINEN SUPPLY	71269	3/26/2020	1	77.04	WD/TOWELS, WET MOPS, FLOOR MATS, COVERALLS	11 6033B 11
MISSION LINEN SUPPLY	71269	3/26/2020	1	17.46	WW/FLOOR MATS	12 6033B 12
MISSION LINEN SUPPLY	71283	3/26/2020	1	77.04	WD/TOWELS, WET MOPS, FLOOR MATS, COVERALLS	11 6033B 11
MISSION LINEN SUPPLY	71283	3/26/2020	1	17.46	WW/FLOOR MATS	12 6033B 12
				997.10		
MUNICIPAL CODE CORP	71141	3/4/2020	1	308.35	ADM/CCSD MUNICIPAL CODE BINDER	01 6054 09
NOBLE SAW, INC.	71152	3/9/2020	1	49.69	F&R/CHAIN SAW SERVICE	01 6040 02
NOBLE SAW, INC.	71152	3/9/2020	1	25.00	F&R/CHAIN SAW DIAGNOSTIC	01 6040 02
NOBLE SAW, INC.	71152	3/9/2020	1	387.85	F&R/CHAIN SAW PURCHASE	01 6033R 02
				462.54		
OASIS EQUIPMENT RENTAL	71153	3/9/2020	1	222.00	F&R/DUMP TRAILER RENTAL FOR HOMELESS CAMP CLEAN UP	01 6033E 02
OFFICE DEPOT CORPORATE	71271	3/26/2020	1	96.49	ADM/COPY PAPER	01 6050 09
OFFICE1	71154	3/9/2020	1	362.08	ADM/COPIER CONTRACT OVERAGE CHARGES	01 6044 09
OFFICE1	71154	3/9/2020	2	49.00	FD/COPIER CONTRACT BASE CHARGE	01 6044 01
OFFICE1	71234	3/17/2020	1	586.65	ADM/COPIER CONTRACT BASE & OVERAGE CHARGES	01 6044 09
OFFICE1	71234	3/17/2020	1	122.95	FD/COPIER CONTRACT BASE & OVERAGE CHARGES	01 6044 01
				1,120.68		
ORKIN	71155	3/9/2020	1	65.00	FD/PREVENTIVE PEST CONTROL FIRE STATION	01 6033B 01
PACIFIC GAS & ELECTRIC	71164	3/11/2020	1	17,323.60	WW/ELEC SVC VARIOUS LIFT STATIONS	12 6060E 12
PACIFIC GAS & ELECTRIC	71164	3/11/2020	1	62.34	WW/ELECT SVC SAN SIMEON CK RD	12 6060E 12
PACIFIC GAS & ELECTRIC	71164	3/11/2020	1	486.84	SWF/ELEC SVC SAN SIMEON CK RD UNIT 1	39 6060E 25
PACIFIC GAS & ELECTRIC	71164	3/11/2020	1	9.86	WD/ELEC SVC VAN GORDON CRK RD	11 6060E 11
PACIFIC GAS & ELECTRIC	71164	3/11/2020	1	25.19	F&R/ELEC SVC WEST VILLAGE RESTROOMS	01 6060E 02
PACIFIC GAS & ELECTRIC	71164	3/11/2020	2	25.27	F&R/ELEC SVC EAST VILLAGE RESTROOMS	01 6060E 02
PACIFIC GAS & ELECTRIC	71164	3/11/2020	3	1,130.32	F&R/ELEC SVC STREET LIGHTING	01 6060E 02
PACIFIC GAS & ELECTRIC	71164	3/11/2020	4	360.51	F&R/ELEC SVC VETS HALL	01 6060E 02
PACIFIC GAS & ELECTRIC	71164	3/11/2020	5	677.67	FD/ELEC SVC 2850 BURTON DR	01 6060E 01
PACIFIC GAS & ELECTRIC	71164	3/11/2020	6	383.07	ADM/ELEC SVC 1316 TAMSON	01 6060E 09
PACIFIC GAS & ELECTRIC	71164	3/11/2020	7	147.69	ADM/ELEC SVC RADIO SHACK	01 6060E 09
PACIFIC GAS & ELECTRIC	71164	3/11/2020	1	7,715.02	WD/ELEC SVC VARIOUS WELLS	11 6060E 11
PACIFIC GAS & ELECTRIC	71164	3/11/2020	1	937.85	WD/ELEC SVC 2820 SANTA ROSA CRK RD	11 6060E 11
PACIFIC GAS & ELECTRIC	71164	3/11/2020	1	52.24	SWF/ELEC SVC SAN SIMEON CRK RD UNIT 2	39 6060E 25
				29,337.47		
PAMELA DUFFIELD	71117	3/2/2020	1	100.00	ADM/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	01 6060C 09
PASO ROBLES FORD	71179	3/11/2020	1	1,365.44	WD/SERVICE AND TUNE-UP 2005 FORD F150	11 6041L 11
PG&E - CEE BUSINESS DEVELOPMEN	71289	3/26/2020	1	160,000.00	WW/SST IGA MOBILIZATION CONTRACT #20371	12 6170 12

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PITNEY BOWES CREDIT- PBCC	71284	3/26/2020	1	125.48	ADM/QUARTERLY LEASE POSTAGE MACHINE 4/1-6/30/20	01 6070 09
PITNEY BOWES RESERVE ACCT	71285	3/26/2020	1	500.00	ADM/TO REPLENISH POSTAGE METER	01 6051 09
				625.48		
PROCARE JANITORIAL SUPPLY INC.	71286	3/26/2020	1	809.78	F&R/BATH TISSUE, SOAP, CLEANING SUPPLIES VETS HALL	01 6090 02
PROCARE JANITORIAL SUPPLY INC.	71286	3/26/2020	1	345.09	F&R/HAND SOAP, GLOVES, HAND SANITIZER	01 6090 02
PROCARE JANITORIAL SUPPLY INC.	71286	3/26/2020	1	532.43	ADM/TISSUE, PAPER TOWELS	01 6090 09
				1,687.30		
QUILL CORP	71272	3/26/2020	1	94.36	FD/OFFICE SUPPLIES	01 6050 01
QUILL CORP	71272	3/26/2020	1	49.74	FD/OFFICE SUPPLIES	01 6050 01
				144.10		
RANGE MASTER	71156	3/9/2020	1	129.29	FD/TACTICAL JACKET MCCRAIN	01 6094 01
RAY DIENZO	71115	3/2/2020	1	8.63	WD/REIMB MILEAGE VARIOUS MEETINGS	11 6115 11
RAY DIENZO	71115	3/2/2020	2	8.62	WW/REIMB MILEAGE VARIOUS MEETINGS	12 6115 12
RAY DIENZO	71115	3/2/2020	3	24.50	WD/REIMB PRE-EMPLOY LIVESCAN COST	11 6125 11
RAY DIENZO	71115	3/2/2020	4	24.50	WW/REIMB PRE-EMPLOY LIVESCAN COST	12 6125 12
RAY DIENZO	71115	3/2/2020	1	7.19	WD/REIMB MILEAGE VARIOUS MEETINGS	11 6115 11
RAY DIENZO	71115	3/2/2020	2	7.19	WW/REIMB MILEAGE VARIOUS MEETINGS	12 6115 12
RAY DIENZO	71115	3/2/2020	1	33.33	WD/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	11 6060C 11
RAY DIENZO	71115	3/2/2020	2	33.33	WW/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	12 6060C 12
RAY DIENZO	71115	3/2/2020	3	33.34	SWF/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	39 6060C 25
RAY DIENZO	71238	3/17/2020	1	365.93	WD/TRAVEL REIMB MEALS,HOTEL,MILEAGE, SACTO 3/9,10	11 6120E 11
RAY DIENZO	71238	3/17/2020	2	156.82	SWF/TRAVEL REIMB MEALS,HOTEL,MILEAGE SACTO 3/9,10	39 6120E 25
RAY DIENZO	71238	3/17/2020	3	308.34	WD/TRAV REIMB MEALS,HOTEL,MILES ORNG CNTY 3/12,13	11 6120E 11
RAY DIENZO	71238	3/17/2020	4	132.15	SWF/TRAV REIMB MEALS,HOTEL,MILES ORNG CNTY 3/12,13	39 6120E 25
				1,143.87		
READY REFRESH BY NESTLE	71235	3/17/2020	1	73.35	WW/DRINKING WATER	12 6050 12
REBECKA/CHARLES COULTER WARE	71259	3/19/2020	1	100.00	MQ CUSTOMER REFUND	11 2005
REMEDIOS GARCIA	71256	3/19/2020	1	100.00	MQ CUSTOMER REFUND	11 2005
RETIREE00	71191	3/17/2020	1	458.36	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE01	71192	3/17/2020	1	458.36	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE02	71193	3/17/2020	1	486.84	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE04	71194	3/17/2020	1	159.68	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE05	71195	3/17/2020	1	515.13	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE06	71196	3/17/2020	1	159.68	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE07	71197	3/17/2020	1	159.68	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE08	71198	3/17/2020	1	138.98	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE09	71199	3/17/2020	1	159.68	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE10	71200	3/17/2020	1	159.68	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE11	71201	3/17/2020	1	159.68	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE12	71202	3/17/2020	1	1,067.42	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE13	71203	3/17/2020	1	159.68	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE14	71204	3/17/2020	1	159.68	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE15	71205	3/17/2020	1	188.06	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE16	71206	3/17/2020	1	515.13	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE17	71207	3/17/2020	1	458.36	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE19	71208	3/17/2020	1	458.36	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE20	71209	3/17/2020	1	159.68	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE21	71210	3/17/2020	1	188.06	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE22	71211	3/17/2020	1	458.36	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE24	71212	3/17/2020	1	188.06	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE26	71213	3/17/2020	1	820.29	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE27	71214	3/17/2020	1	1,112.68	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE28	71215	3/17/2020	1	458.36	F&R/MONTHLY HEALTH INSUR REIMB	01 5121 02
RETIREE30	71216	3/17/2020	1	464.21	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11

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RETIREE31	71217	3/17/2020	1	159.68	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE32	71218	3/17/2020	1	1,112.68	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE33	71219	3/17/2020	1	486.84	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE34	71220	3/17/2020	1	464.21	FD/MONTHLY HEALTH INSUR REIMB	01 5121 01
RETIREE36	71221	3/17/2020	1	628.62	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE37	71222	3/17/2020	1	52.61	ADM/MONTHLY HEALTH INSUR REIMB	01 5121 09
RETIREE37	71222	3/17/2020	2	684.03	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
RETIREE37	71222	3/17/2020	3	315.71	WW/MONTHLY HEALTH INSUR REIMB	12 5121 12
RETIREE38	71223	3/17/2020	1	1,488.18	WD/MONTHLY HEALTH INSUR REIMB	11 5121 11
				15,264.70		
RICK'S HOME IMPROVEMENT	71180	3/11/2020	1	250.00	WD/REFUND BAL OF REMODEL DEPOSIT 325 GAINES	11 2420 11
RICK'S HOME IMPROVEMENT	71180	3/11/2020	2	(74.00)	WD/REFUND BAL OF REMODEL DEPOSIT 325 GAINES	11 4050 11
RICK'S HOME IMPROVEMENT	71180	3/11/2020	3	(110.00)	WD/REFUND BAL OF REMODEL DEPOSIT 325 GAINES	11 4110 11
RICK'S HOME IMPROVEMENT	71180	3/11/2020	4	(28.00)	FD/REFUND BAL OF REMODEL DEPOSIT 325 GAINES	01 4373 01
				38.00		
RUTAN & TUCKER, LLP	71157	3/9/2020	1	21,014.70	SWF/PROFESSIONAL FEES	40 1829I 30
SAN LUIS OBISPO COUNTY	71273	3/26/2020	1	4,067.00	WW/PERMIT RENEWAL VARIOUS EQUIPMENT	12 6055 12
SAN LUIS OBISPO COUNTY	71287	3/26/2020	1	135.29	F&R/EQUIPMENT PERMIT RENEWAL	01 6055 02
				4,202.29		
SANDIE GOULD	71258	3/19/2020	1	80.00	MQ CUSTOMER REFUND	11 2005
SCELZI EQUIPMENT, INC.	71162	3/9/2020	1	307.26	WW/CABLE ASSEMBLY F-350 SERVICE TRUCK	12 6041L 12
SOUTH COAST EMERGENCY VEHICLE	71236	3/17/2020	1	4,242.34	FD/PUMPER TRUCK SERVICE & MAINT	01 6041L 01
STATE OF CALIFORNIA	71237	3/17/2020	1	49.00	WW/FINGERPRINT APPS & FBI	12 6125 12
SYNCB/AMAZON	71142	3/4/2020	1	17.13	WW/CHAINSAW CHAIN	11 6093 11
SYNCB/AMAZON	71142	3/4/2020	2	74.95	WD/2020 CALENDARS	11 6050 11
SYNCB/AMAZON	71142	3/4/2020	3	70.76	ADM/2019 TAX FORMS	01 6050 09
SYNCB/AMAZON	71142	3/4/2020	4	133.51	WD/COMPUTER DESK FOR UTIL MGR - 50% SHARE OF COST	11 6095 11
SYNCB/AMAZON	71142	3/4/2020	5	133.51	WW/COMPUTER DESK FOR UTIL MGR - 50% SHARE OF COST	12 6095 12
SYNCB/AMAZON	71142	3/4/2020	6	11.79	WD/COMPUTER SCREEN PROTECTORS	11 6045 11
SYNCB/AMAZON	71142	3/4/2020	7	22.40	WD/COMPUTER TABLET CASES	11 6045 11
SYNCB/AMAZON	71142	3/4/2020	8	46.53	ADM/KEYBOARD WRIST AND MOUSE PADS	01 6050 09
SYNCB/AMAZON	71142	3/4/2020	9	17.13	WD/CHAINSAW CHAIN	11 6093 11
SYNCB/AMAZON	71142	3/4/2020	10	27.86	FD/OFFICE SUPPLIES	01 6050 01
SYNCB/AMAZON	71142	3/4/2020	11	36.07	SWF/ETHERNET CABLES & SWITCH - 50% SHARE OF COST	39 6045 25
SYNCB/AMAZON	71142	3/4/2020	12	36.08	WD/ETHERNET CABLES & SWITCH - 50% SHARE OF COST	11 6045 11
SYNCB/AMAZON	71142	3/4/2020	13	227.10	FD/COFFEE FOR STATION	01 6050 01
				854.82		
TAPS TRUCK ACCESSORY	71288	3/26/2020	1	1,993.53	WW/FUEL TRAP TANK 2005 FORD SERVICE TRUCK	12 6032G 12
TEMPLETON UNIFORMS	71158	3/9/2020	1	4.00	FD/REMOVE & REPLACE PATCHES MUNDs	01 6094 01
TEMPLETON UNIFORMS	71158	3/9/2020	1	12.00	FD/REMOVE & REPLACE PATCHES MCCRAIN	01 6094 01
				16.00		
THE BLUEPRINTER	71227	3/17/2020	1	17.75	WD/PRINT LATE NOTICES	11 6053 11
THE BLUEPRINTER	71227	3/17/2020	2	17.76	WW/PRINT LATE NOTICES	12 6053 12
				35.51		
THE DOCUTEAM	71229	3/17/2020	1	515.20	ADM/BOX STORAGE PICKUP & DELIVERY	01 6080M 09
THE GAS COMPANY	71160	3/9/2020	1	269.05	F&R/GAS SVC VETS HALL	01 6060G 02
THE GAS COMPANY	71160	3/9/2020	1	52.78	ADM/GAS SVC 1316 TAMSON ST #201	01 6060G 09
THE GAS COMPANY	71160	3/9/2020	1	345.23	FD/GAS SVC 2850 BURTON DR	01 6060G 01

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THE GAS COMPANY	71160	3/9/2020	1	66.53	WW/GAS SVC 5500 HEATH LANE, #B	12 6060G 12
THE GAS COMPANY	71160	3/9/2020	1	50.39	FD/GAS SVC 5490 HEATH LANE	01 6060G 01
THE GAS COMPANY	71160	3/9/2020	1	228.66	WW/GAS SVC 5500 HEATH LANE	12 6060G 12
				<u>1,012.64</u>		
THE TRIBUNE	71143	3/4/2020	1	580.80	WD/PUBLICATION OF ORDINANCE 03-2019	11 6011I 11
TORAY MEMBRANE USE, INC.	71184	3/11/2020	1	59,638.52	SWF/REPLACEMENT R/O MEMBRANES	39 6033G 25
TYLER TECHNOLOGIES, INC	71274	3/26/2020	1	4,177.24	ADM/INCODE SITE VISIT UTILITY CIS 2/18-21/20	01 6170 09
UNITED RENTALS (NA) INC.	71275	3/26/2020	1	1,095.88	WW/TRASH PUMP	12 6032T 12
US BANK EQUIPMENT FINANCE	71159	3/9/2020	1	199.53	ADM/COPIER LEASE PAYMENT	01 6044 09
US BANK EQUIPMENT FINANCE	71159	3/9/2020	2	109.85	FD/COPIER LEASE PAYMENT	01 6044 01
				<u>309.38</u>		
VERIZON WIRELESS	71276	3/26/2020	1	216.48	FD/MONTHLY ON-CALL CELL PHONES AND TABLETS	01 6060C 01
VERIZON WIRELESS	71276	3/26/2020	2	48.12	ADM/MONTHLY ON-CALL CELL PHONES AND TABLETS	01 6060C 09
VERIZON WIRELESS	71276	3/26/2020	3	48.13	F&R/MONTHLY ON-CALL CELL PHONES AND TABLETS	01 6060C 02
VERIZON WIRELESS	71276	3/26/2020	4	62.70	WD/MONTHLY ON-CALL CELL PHONES AND TABLETS	11 6060C 11
VERIZON WIRELESS	71276	3/26/2020	5	83.08	WW/MONTHLY ON-CALL CELL PHONES AND TABLETS	12 6060C 12
				<u>458.51</u>		
WESTERN EQUIPMENT FINANCE, INC	71125	3/2/2020	1	294.63	F&R/TORO TX 1000 DINGO WIDE TRACK MAR 2020 PRINC	01 2520 02
WESTERN EQUIPMENT FINANCE, INC	71125	3/2/2020	2	45.22	F&R/TORO TX 1000 DINGO WIDE TRACK MAR 2020 INT	01 6180H 02
				<u>339.85</u>		
WM A MORTON & ANJA NOLTING MOI	71270	3/26/2020	1	13,754.41	WD/ANNUAL INSTALLMENT PMT F-650 DUMP TRUCK PRINC	11 6180J 11
WM A MORTON & ANJA NOLTING MOI	71270	3/26/2020	2	3,182.03	WD/ANNUAL INSTALLMENT PMT F-650 DUMP TRUCK INT	11 6180H 11
				<u>16,936.44</u>		
Accounts Payable Vendor Subtotal				474,608.85		
Fire Department Accounts Payable Subtotal				20,950.56		
Facilities & Resources Accounts Payable Subtotal				18,395.55		
Administration Accounts Payable Subtotal				55,862.33		
Water Accounts Payable Subtotal				71,576.80		
Wastewater Accounts Payable Subtotal				220,361.50		
SWF Operations Accounts Payable Subtotal				61,400.11		
SWF Capital Accounts Payable Subtotal				26,062.00		
Accounts Payable Vendor Subtotal				474,608.85		
AMERITAS	6684	3/31/2020	1	3,739.13	DENTAL INSURANCE-YER	01 2150
AMERITAS	6684	3/31/2020	2	(0.01)	DENTAL INSURANCE-YER	01 5102 09
AMERITAS	6684	3/31/2020	1	547.44	DENTAL INSURANCE-YER	01 2150
				<u>4,286.56</u>		
CAMBRIA COMMUNITY SERVICES DIS	6666	3/6/2020	1	1,240.00	MEDICAL REIMBURSEMNT	01 2171
CAMBRIA COMMUNITY SERVICES DIS	6666	3/6/2020	2	250.00	MEDICAL REIMBURSEMNT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	6666	3/6/2020	3	50.00	MEDICAL REIMBURSEMNT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	6666	3/6/2020	4	250.00	MEDICAL REIMBURSEMNT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	6666	3/6/2020	5	200.00	MEDICAL REIMBURSEMNT	01 5122 11
CAMBRIA COMMUNITY SERVICES DIS	6666	3/6/2020	6	200.00	MEDICAL REIMBURSEMNT	12 5122 12
CAMBRIA COMMUNITY SERVICES DIS	6675	3/20/2020	1	1,240.00	MEDICAL REIMBURSEMNT	01 2171
CAMBRIA COMMUNITY SERVICES DIS	6675	3/20/2020	2	250.00	MEDICAL REIMBURSEMNT	01 5122 01
CAMBRIA COMMUNITY SERVICES DIS	6675	3/20/2020	3	50.00	MEDICAL REIMBURSEMNT	01 5122 02
CAMBRIA COMMUNITY SERVICES DIS	6675	3/20/2020	4	250.00	MEDICAL REIMBURSEMNT	01 5122 09
CAMBRIA COMMUNITY SERVICES DIS	6675	3/20/2020	5	200.00	MEDICAL REIMBURSEMNT	11 5122 11
CAMBRIA COMMUNITY SERVICES DIS	6675	3/20/2020	6	200.00	MEDICAL REIMBURSEMNT	12 5122 12
				<u>4,380.00</u>		

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CAMBRIA FIRE FIGHTERS LOCAL 46	6668	3/6/2020	1	240.00	DUES-FIRE IAFF	01 2160
CAMBRIA FIRE FIGHTERS LOCAL 46	6678	3/20/2020	1	240.00	DUES-FIRE IAFF	01 2160
				480.00		
CAMBRIA FIREFIGHTERS ASSN	6677	3/20/2020	1	114.70	RESERVE FIREFTR DUES	01 2160
EMPLOYMENT DEVELOPMENT DP	6667	3/6/2020	1	3,095.96	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	6667	3/6/2020	1	1,030.39	STATE INCOME TAX	01 2130
EMPLOYMENT DEVELOPMENT DP	6676	3/20/2020	1	4,648.30	STATE INCOME TAX	01 2110
EMPLOYMENT DEVELOPMENT DP	6676	3/20/2020	1	1,254.12	STATE INCOME TAX	01 2130
				10,028.77		
ICMA-VNTGPT TRSFR AGT 457	6671	3/6/2020	1	5,711.18	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	6671	3/6/2020	1	1,045.00	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	6681	3/20/2020	1	3,842.80	457 DEFERRED COMP IN	01 2141
ICMA-VNTGPT TRSFR AGT 457	6681	3/20/2020	1	1,070.00	457 DEFERRED COMP IN	01 2141
				11,668.98		
IRS/FEDERAL PAYROLL TAXES	6670	3/6/2020	1	9,394.46	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	6670	3/6/2020	1	13,000.30	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6670	3/6/2020	1	3,040.40	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6680	3/20/2020	1	13,501.39	FEDERAL INCOME TAX	01 2100
IRS/FEDERAL PAYROLL TAXES	6680	3/20/2020	1	15,625.70	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6680	3/20/2020	2	12.34	FEDERAL INCOME TAX	01 5106 09
IRS/FEDERAL PAYROLL TAXES	6680	3/20/2020	1	3,654.40	FEDERAL INCOME TAX	01 2120
IRS/FEDERAL PAYROLL TAXES	6680	3/20/2020	2	2.89	FEDERAL INCOME TAX	01 5107 09
				58,231.88		
LINCOLN FINANCIAL GROUP	6685	3/31/2020	1	255.02	LIFE INSURANCE	01 2164
PERS HEALTH BENEFIT SERV	6687	3/31/2020	1	32,621.61	MEDICAL INSURANC-YER	01 2151
PERS HEALTH BENEFIT SERV	6687	3/31/2020	2	0.08	MEDICAL INSURANC-YER	01 5103 09
PERS HEALTH BENEFIT SERV	6687	3/31/2020	3	103.62	MEDICAL INSURANC-YER	01 5103 09
PERS HEALTH BENEFIT SERV	6687	3/31/2020	4	695.00	MEDICAL INSURANC-YER	01 5121 01
PERS HEALTH BENEFIT SERV	6687	3/31/2020	5	556.00	MEDICAL INSURANC-YER	01 5121 02
PERS HEALTH BENEFIT SERV	6687	3/31/2020	6	1,529.00	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	6687	3/31/2020	7	834.00	MEDICAL INSURANC-YER	11 5121 11
PERS HEALTH BENEFIT SERV	6687	3/31/2020	8	973.00	MEDICAL INSURANC-YER	12 5121 12
PERS HEALTH BENEFIT SERV	6687	3/31/2020	9	63.99	MEDICAL INSURANC-YER	01 5121 09
PERS HEALTH BENEFIT SERV	6687	3/31/2020	1	5,756.64	MEDICAL INSURANC-YER	01 2151
				43,132.94		
PERS RETIREMENT SYSTEM	6672	3/6/2020	1	-	PERS PAYROLL REMITTANCE	01 5111 09
PERS RETIREMENT SYSTEM	6672	3/6/2020	2	19,852.14	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	6682	3/20/2020	1	(0.03)	PERS PAYROLL REMITTANCE	01 5111 09
PERS RETIREMENT SYSTEM	6682	3/20/2020	2	21,330.97	PERS PAYROLL REMITTANCE	01 2140
PERS RETIREMENT SYSTEM	6686	3/31/2020	1	8,371.14	Unaccrued Liab - MISC	01 5109 09
PERS RETIREMENT SYSTEM	6686	3/31/2020	2	2,110.36	Unaccrued Liab - MISC	01 5109 02
PERS RETIREMENT SYSTEM	6686	3/31/2020	3	5,182.10	Unaccrued Liab - MISC	11 5109 11
PERS RETIREMENT SYSTEM	6686	3/31/2020	4	6,026.24	Unaccrued Liab - MISC	12 5109 12
PERS RETIREMENT SYSTEM	6686	3/31/2020	5	1,758.63	Unaccrued Liab - MISC	39 5109 25
PERS RETIREMENT SYSTEM	6686	3/31/2020	1	7,408.08	Unaccrued Liab - Safety	01 5109 01
				72,039.63		
PPBI-DIRECT DEPOSIT	6669	3/6/2020	1	3,195.00	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	6669	3/6/2020	1	61,189.36	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	6679	3/20/2020	1	3,345.00	Direct Deposit Flat	01 2152
PPBI-DIRECT DEPOSIT	6679	3/20/2020	1	79,681.77	Direct Deposit Flat	01 2152
				147,411.13		
SEIU LOCAL 620	6673	3/6/2020	1	326.27	SEIU UNION DUES	01 2160

CAMBRIA COMMUNITY SERVICES DISTRICT
EXPENDITURE REPORT
FOR THE MONTH OF MARCH 2020

VENDOR	CHECK NO.	CHECK DATE	LINE NO.	LINE AMOUNT	DESCRIPTION	ACCOUNT NUMBER
SEIU LOCAL 620	6683	3/20/2020	1	326.27	SEIU UNION DUES	01 2160
				652.54		
				<i>Payroll Payable Subtotal</i>		
				352,682.15		
TOTAL DISBURSEMENTS FOR MARCH 2020				827,291.00		

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, February 13, 2020 2:00 PM

1. OPENING

A. Call to Order

President Farmer called the meeting to order at 2:03 p.m.

B. Pledge of Allegiance

President Farmer led the Pledge of Allegiance.

C. Establishment of Quorum

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

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

D. Report from Closed Session

District Counsel reported that the Board continued to provide instructions to labor negotiators and continued to evaluate the performance of the General Manager.

E. Agenda Review: Additions/Deletions

President Farmer asked for any additions or deletions.

Director Rice would like to pull item 6C. The staff report was incomplete and she would like Directors to have the full information before a discussion. She requested to move item 6G to 6C.

The Board agreed to move regular business item 6G to 6C.

The Board reached consensus to operate under their current bylaws and push the Board Bylaws item to the first meeting in March.

2. ACKNOWLEDGMENTS

A. Toni Artho - Wastewater Department

Mr. Dienzo acknowledged Toni Artho for his work when the District first received the Vactor truck. He realized many things were missing and that a lot of things had been added that didn't belong. He created a punch list of his own, as well as a monthly and annual report. When the Vactor truck representative came, he was so impressed with Toni's punch list that he asked to use it for the entire western region.

Mr. Artho thanked the Board for providing the department with the Vactor truck.

3. COMMISSION REPORT

A. PROS Chairman's Report

PROS Chairman Steve Kniffen provided a report for the PROS Commission.

Public Comment:

Tina Dickason, Cambria

4. PUBLIC SAFETY

A. CCSD Fire Chief Special Report

Chief Hollingsworth provided a brief summary on recent activities in Cambria.

Public Comment:

Tina Dickason, Cambria

5. PUBLIC COMMENT

Public Comment:

Leslie Richards, Cambria

Tina Dickason, Cambria

6. REGULAR BUSINESS

A. DISCUSSION AND CONSIDERATION OF AN ASSISTANCE BY HIRE AGREEMENT BETWEEN CAL FIRE SAN LUIS OBISPO UNIT AND CAMBRIA COMMUNITY SERVICES DISTRICT

Mr. Weigold introduced the item and turned it over to Fire Chief Hollingsworth who provided a summary.

Title: Moved to approve the Assistance by Hire agreement.

Made by: Director Pierson

Vice President Steidel seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

B. DISCUSSION AND CONSIDERATION TO FILL VACANT SEAT ON THE POLICY COMMITTEE

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

Public Comment:

Karen Dean, Cambria

Christine Heinrichs, Cambria

Tina Dickason, Cambria

Title: Moved to hold an election with two candidates, by roll call and the majority candidate can prevail.

Made by: Director Howell

Director Pierson seconded the motion.

Motion Passed Ayes - 4 Nays - 1 Absent - 0

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice

Nays: Steidel

Vice President Steidel stated she misunderstood the motion and would have changed her vote to aye.

Title: Moved to nominate Leslie Richards.

Made by: Director Howell

Title: Moved to nominate Jerry McKinnon.

Made by: Director Pierson

The Board clarified that the procedure was candidates are nominated and each director votes for which candidate they prefer.

Director Rice voted for Leslie Richards.

Vice President Steidel voted for Jerry McKinnon.

Director Pierson voted for Jerry McKinnon.

Director Howell voted for Leslie Richards.

President Farmer voted for Leslie Richards.

Leslie Richards was selected to fill the vacant seat on the Policy Committee.

C. DISCUSSION AND CONSIDERATION OF ANNUAL REVIEW OF BOARD OF DIRECTORS BYLAWS

This item was pushed to the first regular Board meeting in March.

D. DISCUSSION AND CONSIDERATION OF ESTABLISHMENT OF A POLICY REGARDING RETENTION OF EMAILS

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

Public Comment:

Leslie Richards, Cambria

Tina Dickason, Cambria

Director Rice requests this item be referred to the Policy Committee.

Vice President Steidel agreed this item should be referred to the Policy Committee.

Director Pierson agreed this item should be referred to the Policy Committee and the Retention Policy should also be considered at the same time.

Director Howell stated the Policy Committee would be happy to take on the assignment.

Title: Moved to refer the Email Management and Email Retention Policy to the Policy Committee for development.

Made by: Director Rice

Seconded by: Director Pierson

Mr. Weigold suggested all records retention be included in the motion.

The Board reached consensus to start the Email and Management Retention Policy first and discuss the Records Retention Policy later.

Public Comment:
Paul Nugent, Cambria

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

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Rice, Steidel

E. DISCUSSION AND CONSIDERATION REGARDING TASKING THE RESOURCES AND INFRASTRUCTURE COMMITTEE WITH RESEARCHING OFFSITE WATER STORAGE POSSIBILITIES

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

Public Comment:
Leslie Richards, Cambria
Tina Dickason, Cambria
Clyde Warren, Cambria
Jerry McKinnon, Cambria

Director Rice doesn't support doing this. She's concerned about permitting and costs.

Director Pierson thinks the Resources & Infrastructure Committee could take this on.

Public Comment:
Karen Dean, Cambria

Title: Moved that the Board of Directors task the Resources & Infrastructure Committee with offsite water storage possibilities.

Made by: Director Howell

Seconded by: Vice President Steidel

Motion Passed Ayes - 4 Nays - 1 Absent - 0

Roll Call Vote:

Ayes: Farmer, Howell, Pierson, Steidel

Nays: Rice

The Board took a break at 4:20 p.m.

Director Rice left the meeting at 4:30 p.m.

The Board reconvened the meeting at 4:31 p.m.

F. DISCUSSION AND REVIEW OF STATUS OF VAN GORDON CREEK PROPERTY (APN: 013-051-024) AND CONSIDER OPTIONS RELATED TO SAME

Mr. Weigold introduced the item and turned it over to Mr. Dienzo. The Board received an update from Mr. Dienzo and discussed the item.

Public Comment:
Leslie Richards, Cambria

G. DISCUSSION AND CONSIDERATION REGARDING AGENDA PUBLICATION AND NUMBER OF ITEMS FOR FUTURE BOARD MEETINGS

Mr. Weigold introduced the item and the Board discussed the agenda process and format.

7. FUTURE AGENDA ITEM(S)

President Farmer asked for any future agenda items.

Director Howell requested that Catherine Hyde's streetlight issue be placed on a future agenda.

President Farmer stated it would be discussed at the first meeting in March.

Director Pierson suggested scheduling a town hall meeting, which President Farmer stated would be discussed this at the first meeting in March.

8 ADJOURN TO CLOSED SESSION

President Farmer asked for public comment. There was none.

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

A. Public Comment

- B.** CONFERENCE WITH LABOR NEGOTIATOR Pursuant to Government Code Section 54957.6 Agency Designated Representatives: General Manager, John F. Weigold, IV and Che Johnson; Employee Group: International Association of Fire Fighters (IAFF)

DRAFT

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, February 20, 2020 2:00 PM

1. OPENING

A. Call to Order

President Farmer called the meeting to order at 2:03 p.m.

B. Pledge of Allegiance

President Farmer led the Pledge of Allegiance.

C. Establishment of Quorum

A quorum was established.

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

Staff present: General Manager John F. Weigold IV, District Counsel Timothy Carmel, Finance Manager Pamela Duffield, District Engineer/Utilities Manager Ray Dienzo and Administration Department Manager Monique Madrid.

D. Report from Closed Session

District Counsel reported the Board continued to instruct its labor negotiator regarding the IAFF MOU, but there is no formal action to report.

E. Agenda Review: Additions/Deletions

President Farmer asked for any additions or deletions.

There were none.

2. PUBLIC SAFETY

A. Sheriff's Department Report

Commander Nelson provided a brief summary on recent activities in Cambria.

B. CCSD Fire Chief's Report

Chief Hollingsworth provided a brief summary on recent activities in Cambria.

3. PUBLIC COMMENT

Public Comment:
Elizabeth Bettenhausen, Cambria

Director Rice read an email sent to her and Director Howell stating that the phone didn't work on Saturday and Director emails from the website didn't work except one to President Farmer. The others were rejected as undeliverable. She didn't read the opinion of the email author and asked the General Manager to look into it.

President Farmer asked the General Manager or District Clerk to explain the phone issue.

President Farmer stated Director Rice called him and she stated she wasn't able to reach the General Manager. She tried him first.

4. MANAGER'S REPORT

A. General Management Report

General Manager Weigold introduced the item and provided a summary. He reported on the progress of using Novus for agenda processes and on homeless camps cleanup.

Public Comment:

Elizabeth Bettenhausen, Cambria

Director Howell asked about the CCSD/CCHD/CUSD working together and what they are considering. Mr. Weigold stated the CCHD needs a part-time bookkeeper. CCHD called and asked if this could be rolled into a dual role. He explained he is holding off on hiring a clerical assistant.

Director Rice asked Mr. Weigold for a status update and not a list of what he is working on. Alternative energy isn't LED lightbulbs and installing charging stations. These are energy efficiencies not alternative energy.

B. Finance Manager's Report

Ms. Duffield introduced the item and provided a brief summary. She updated the Board on Tyler Incode. They are on-site this week and it is a larger endeavor than assumed for the three-day visit. A Tyler Incode representative will be on-site again in March. She provided an update on the audit. The audit report will then go to the Finance Committee and then the Board of Directors for approval.

C. Utilities Report

Public Comment:

Elizabeth Bettenhausen, Cambria

Mr. Dienzo introduced the item and provided a brief summary. He discussed the UWMP team and gave an update on the SWF. He also provided some general information regarding various upgrades and as well as coordination with other regulatory agencies.

Director Rice suggested the Board consider whether it's appropriate to be approving will serves for additions that include a bedroom and bathroom.

5. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS

i. President's Report

President Farmer reported on the upcoming PG&E IGA kickoff meeting and pursuit of the major repairs and upgrades at the WWTP. In March there will be another meeting with San Simeon CSD, Cambria CSD, as well as other regulatory agencies at Bruce Gibson's office. He discussed the current rate increase purchases, which include the Vactor truck and a water truck. Cambria received 10 inches of rain between November and December last year. He asked Cambrians to limit their water use. He reviewed the SWF expenditures and highlighted the major expense was the loan.

ii. Finance Committee's Report

Vice President Steidel reported on the recent Finance Committee meeting. The Committee looked at the second quarter report, which is on today's agenda. A committee member has been out due to medical reasons, she passed on good wishes for a quick recovery.

iii. Policy Committee's Report

Director Howell provided an update on the Policy Committee. There are a few items from the committee on today's agenda. The committee will form a subcommittee to work on the email retention policy. The newest member will be seated at next week's meeting. Some members will be missing from the next meeting. They will also spend some time on what the committee will work on in the future.

He proposed the Board consider a name change for the committee. He suggested Policy Research Committee or Policy Research and Evaluation Committee.

iv. Resources & Infrastructure Committee's Report

Director Pierson asked Ms. Dean to report on the recent Resources & Infrastructure Committee meeting. The Committee discussed a proposal from two members on creating a pilot video showing how to read water meters and how to determine if there is a water leak. They reviewed the fixed asset list and it will be returned to staff for updating. The CIP list will be color coded. The ad hoc committees who have finished their tasks have been disbanded.

v. Other Liaison Reports and Ad Hoc Committee Reports

Director Pierson reported on the recent NCAC meeting where they received a preliminary report from CHP on evacuation routes. The Fire Safe Focus Group will hold a meeting in May at the Veterans' Hall. There are dogs without leashes on the beach, in the parking lot and on the Fiscalini Ranch. The Fiscalini Ranch requires all dogs to be on a leash.

Director Rice stated there is no report for the San Simeon CSD. She reported on a recent meeting with Mr. Weigold, Director Pierson, Mr. Dienzo and County staff to discuss the Coastal Development Permit.

President Farmer reported on the Forest Management plan. \$90,000 is available through the County Beautification plan. It's late this year so perhaps next year would be a good time to apply.

vi. Affordable Housing Ad Hoc Committee Report

Vice President Steidel reported on the committee. They are reviewing a waitlist application for allocation and a process. She reviewed developer requirements. The CCSD code is not in alignment with the County code requirements. She provided a lot of detail related to the work the Committee has performed. She acknowledged that staff member Melissa Bland worked closely with them. The Utility Manager and District Counsel reviewed the proposed language. The application process still needs to be developed. There are written materials in the agenda packet which outline the details reviewed.

Director Pierson asked if they would be finishing the three processes and bringing them back to the Board.

Director Rice thanked everyone for the great written report. The Board sets the tone for the community. The residents of these proposed units are not an organized constituency. She

questioned having a waitlist. She thought they were excluded from the Water Code 350 Emergency.

The waitlist for AHP is a list of applications waiting to be processed, not to receive an allocation.

Public Comment:
Gordon Heinrichs, Cambria
Leslie Richards, Cambria

6. CONSENT AGENDA

- A. CONSIDERATION TO ADOPT THE JANUARY 2020 EXPENDITURE REPORT
- B. CONSIDERATION TO ADOPT THE JANUARY 9, 2020 SPECIAL MEETING MINUTES AND JANUARY 16, 2020 AND JANUARY 22, 2020 REGULAR MEETING MINUTES
- C. CONSIDERATION TO APPROVE THE PROPOSED GOALS AND OBJECTIVES OF THE PARKS, RECREATION AND OPEN SPACE COMMISSION

President Farmer asked for any items to be pulled. There were none.

Director Rice commented on the PROS Commission goals. She would like to have more concrete goals.

Title: Moved to approve the consent agenda.

Made by: Director Rice

Director Pierson seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Steidel, Rice, Pierson, Howell

7. REGULAR BUSINESS

- A. DISCUSSION AND CONSIDERATION OF INTRODUCTION OF ORDINANCE 01-2020 REPEALING SUPERSEDED PROVISIONS IN ARTICLE IV OF TITLE 3 OF THE CAMBRIA COMMUNITY SERVICES DISTRICT MUNICIPAL CODE RELATING TO REFUSE AND RECYCLING RATES

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

Title: Moved to introduce an ordinance repealing Article 4 of Title 3 of the Cambria Community Services District Municipal Code relating to refuse and recycling rates and waive further reading.

Made by: Director Rice

Vice President Steidel seconded the motion.

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

Roll Call Vote:**Ayes: Farmer, Steidel, Rice, Pierson, Howell****B. DISCUSSION AND CONSIDERATION OF SECOND QUARTER BUDGET REPORT AND CONSIDERATION OF RECOMMENDATIONS TO APPROVE RESOLUTION 04-2020 AMENDING FISCAL YEAR 2019/20 BUDGET**

General Manager Weigold introduced the item and turned it over to Ms. Duffield, who provided a review of the proposed amended budget items.

Title: Moved to approve Resolution 04-2020 amending Fiscal Year 2019/20 budget.

Made by: Director Pierson

Director Rice seconded the motion.

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

Roll Call Vote:**Ayes: Farmer, Steidel, Rice, Pierson, Howell****C. DISCUSSION AND CONSIDERATION TO APPROVE DRAFT POLICY 1042: USE OF ELECTRONIC DEVICES DURING BOARD MEETINGS**

General Manager Weigold introduced the item and turned it over to Director Howell, who provided a brief summary.

Director Pierson requested the following changes:

- In paragraph three, change 'secretly' to 'other Board members'
- In paragraph five, remove 'wishing' and add 'needing'

Director Rice requested the following changes:

- Remove the first sentence in the last paragraph
- Change the first sentence in paragraph five to read: 'A Board Member needing to respond to communications of a personal nature during a meeting shall do so during a recess or shall excuse himself or herself from the meeting in a manner that does not disrupt the meeting'
- Change the title to read: 'Use of Electronic Devices by Board Members During Public Meetings'

District Counsel suggested removing "and staff members" in the second paragraph.

The Board reached consensus to make the revisions.

Title: Moved to adopt draft Policy 1042: Use of Electronic Devices by Board Members During Public Meetings with the suggested revisions.

Made by: Director Pierson

Vice President Steidel seconded the motion.

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

Roll Call Vote:**Ayes: Farmer, Steidel, Rice, Pierson, Howell**

Title: Moved to continue the meeting to 5:30 p.m.

Made by: Director Rice

Director Pierson seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Steidel, Rice, Pierson, Howell

**D. DISCUSSION AND CONSIDERATION TO APPROVE DRAFT POLICY 1040:
CORRESPONDENCE TO THE BOARD AND STAFF**

General Manager Weigold introduced the item and turned it over to Director Howell, who provided a brief summary.

Title: Moved to adopt draft Policy 1040: Correspondence to the Board and Staff.

Made by: Director Pierson

Director Rice seconded the motion.

Director Rice would like to see the Board consider a policy for who replies if an email or letter is sent to the entire Board of Directors. It could be Policy 1040.2.

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

Roll Call Vote:

Ayes: Farmer, Steidel, Rice, Pierson, Howell

**E. DISCUSSION AND CONSIDERATION OF INCLUSION OF FOREST FUEL
REDUCTION SURVEY IN REGULAR BILLING STATEMENTS**

General Manager Weigold introduced the item and turned it over to Director Pierson, who provided a brief summary.

Director Pierson stated the Fire Safe Council will pay for the printing and mailing expenses. The Fire Safe Focus Group will share the report with the CCSD.

Title: Moved to approve inclusion of Forest Fuel reduction survey in regular billing statements.

Made by: Director Howell

Vice President Steidel seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Steidel, Rice, Pierson, Howell

**F. DISCUSSION AND CONSIDERATION TO NOMINATE A CANDIDATE FOR ELECTION
TO THE CSDA BOARD OF DIRECTORS, COASTAL NETWORK SEAT C**

General Manager Weigold introduced the item and provided a brief summary.

Title: Moved to not nominate anyone for this seat.

Made by: Director Pierson

Vice President Steidel seconded the motion.

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

Roll Call Vote:

Ayes: Farmer, Steidel, Rice, Pierson, Howell

8. FUTURE AGENDA ITEM(S)

President Farmer asked for any future agenda items. There were none.

9. ADJOURN TO CLOSED SESSION

President Farmer asked for public comment. There was none.

President Farmer adjourned the meeting to closed session at 5:08 p.m.

A. Public Comment

B. CONFERENCE WITH LABOR NEGOTIATOR Pursuant to Government Code Section 54957.6 Agency Designated Representatives: General Manager, John F. Weigold, IV and Che Johnson; Employee Group: International Association of Fire Fighters (IAFF)

C. PUBLIC EMPLOYMENT PERFORMANCE EVALUATION, pursuant to Government Code Section 54957(b)(1)
Title: General Manager

D. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Pursuant to Government Code Section 54956.9(d)(1)
Number of cases: Two (2)
Name of cases: CCSD v. CDM Smith and Madrid v. CCSD

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
Tuesday, February 25, 2020 10:00 AM

1. OPENING

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

A. Call to Order

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

B. Pledge of Allegiance

None.

C. Establishment of Quorum

A quorum was established.

Directors present: Harry Farmer, Cindy Steidel, Amanda Rice and David Pierson.

Absent: Donn Howell.

Staff present: General Manager John F. Weigold IV and Administrative Department Manager Monique Madrid.

2. PUBLIC COMMENT ON AGENDA ITEMS

Public Comment:
Christine Heinrichs, Cambria

3. ADJOURN TO CLOSED SESSION

President Farmer asked for public comment. There was none.

President Farmer adjourned the meeting to closed session at 10:10 a.m.

- A. PUBLIC EMPLOYMENT PERFORMANCE EVALUATION, pursuant to Government Code Section 54957(b)(1)
Title: General Manager**

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, March 12, 2020 2:00 PM

1. OPENING

A. Call to Order

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

B. Pledge of Allegiance

Vice President Steidel led the Pledge of Allegiance.

C. Establishment of Quorum

A quorum was established.

Directors present: Cindy Steidel, Amanda Rice, David Pierson and Donn Howell.

Directors absent: Harry Farmer

Staff present: General Manager John F. Weigold IV, District Counsel Timothy Carmel, Fire Chief William Hollingsworth, Finance Manager Pamela Duffield and Deputy District Clerk Haley Dodson.

D. Report from Closed Session

District Counsel reported that the Board discussed two pending litigation cases, continued to provide instructions to labor negotiators and continued to evaluate the performance of the General Manager.

E. Agenda Review: Additions/Deletions

Vice President Steidel asked for any additions or deletions. There were none.

2. COMMISSION REPORT

A. PROS Chairman's Report

PROS Chairman Steve Kniffen provided a report for the PROS Commission.

Public Comment:

Robert Kelley, Cambria - submitted a written comment to the Clerk

Buddy Campo, Cambria

Eric Donnelly, Morro Bay

3. PUBLIC SAFETY

A. CCSD Fire Chief Special Report - Coronavirus Preparations

Chief Hollingsworth provided a Special Report on Coronavirus preparations.

Mike McDonough provided a brief summary on Coronavirus preparations.

4. PUBLIC COMMENT

Public Comment:
Christine Heinrichs, Cambria
Hank Kresock, Cambria
Elizabeth Bettehausen, Cambria

5. CONSENT AGENDA

- A. CONSIDERATION OF ADOPTION OF RESOLUTION 05-2020 RATIFYING THE MEMORANDUM OF UNDERSTANDING BETWEEN CAMBRIA COMMUNITY SERVICES DISTRICT AND CAMBRIA FIREFIGHTERS/INTERNATIONAL ASSOCIATION OF FIREFIGHTERS (IAFF LOCAL 4635)
- B. CONSIDERATION OF ADOPTION OF RESOLUTION 06-2020 AMENDING THE DISTRICT SALARY SCHEDULE
- C. CONSIDERATION OF ADOPTION OF RESOLUTION 07-2020 UPDATING THE ASSIGNMENT OF BANKING POWERS FOR CAMBRIA COMMUNITY SERVICES DISTRICT

Public Comment:
Christine Heinrichs, Cambria

Title: Moved to approve the consent agenda.

Made by: Director Pierson

Director Howell seconded the motion.

Motion Passed Ayes - 4 Nays - 0 Absent - 1

Roll Call Vote:

Ayes: Howell, Pierson, Rice, Steidel

Absent: Farmer

6. REGULAR BUSINESS

- A. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 08-2020 AUTHORIZING AN APPLICATION FOR GRANT FUNDING UNDER THE WATERSMART PROGRAM

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

Title: Moved to adopt Resolution 08-2020 authorizing an application for grant funding under the WaterSMART Program.

Made by: Director Pierson

Director Howell seconded the motion.

Motion Passed Ayes - 3 Nays - 1 Absent - 1

Roll Call Vote:
Ayes: Howell, Pierson, Steidel
Nays: Rice
Absent: Farmer

B. DISCUSSION AND CONSIDERATION OF REQUEST FROM GREENSPACE FOR TRANSFER OF IRRIGATION METER

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

Mr. Dienzo provided additional information to the Board of Directors.

Public Comment:
 Andrea Wogsland, Cambria
 Mary Webb, Cambria

Title: Moved to table this item to next week to get more information regarding usage, who owns the current parcel that the meter is being transferred from and if the parcel is on the wait list.

Made by: Director Howell

Director Pierson seconded the motion.

Motion Passed Ayes - 4 Nays - 0 Absent - 1

Roll Call Vote:
Ayes: Howell, Pierson, Rice, Steidel
Absent: Farmer

7. FUTURE AGENDA ITEM(S)

Vice President Steidel asked for any future agenda items. There were none.

8. ADJOURN TO CLOSED SESSION

Vice President Steidel asked for public comment. There was none.

Vice President Steidel adjourned the meeting to closed session at 3:59 p.m.

A. Public Comment

B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Pursuant to Government Code Section 54956.9(d)(1)
 Number of cases: Two (2)
 Name of cases: CCSD v. CDM Smith and Madrid v. CCSD

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
Thursday, March 19, 2020 2:00 PM

1. OPENING

A. Call to Order

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

B. Pledge of Allegiance

President Farmer led the Pledge of Allegiance.

C. Establishment of Quorum

A quorum was established.

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

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

D. Report from Closed Session

District Counsel reported that the Board discussed two pending litigation cases.

E. Agenda Review: Additions/Deletions

President Farmer asked for any additions or deletions.

The Board decided to discuss Regular Business Items 7B and 7D first.

2. PUBLIC SAFETY

A. Sheriff's Department Report

Commander Nelson was unavailable to provide a summary of recent activities in Cambria but submitted a written report to the Deputy District Clerk.

B. CCSD Fire Chief's Report

Chief Hollingsworth provided a summary of recent activities in Cambria.

3. PUBLIC COMMENT

Public Comment:
Elizabeth Bettenhausen, Cambria (the Deputy District Clerk read the written comment into the record)
Hank Kreiske, San Simeon

4. MANAGER'S REPORT

A. General Management Report

Mr. Weigold provided a brief summary of the General Management Report.

B. Finance Manager's Report

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

C. Utilities Report

Mr. Dienzo provided a brief summary of the Utilities Report.

5. BOARD MEMBER, COMMITTEE AND LIAISON REPORTS**i. President's Report**

President Farmer gave a report on a recent call with the General Manager and Paul Shoenberger, who is the General Manager of Mesa Water District, regarding the strategic plan. He discussed income property and that long-term residents should consider lowering the rental cost for people who may have lost their jobs.

ii. Finance Committee's Report

Vice President Steidel reported on the recent Finance Committee meeting and audit report.

iii. Policy Committee's Report

Director Howell stated the upcoming Policy Committee meeting has been cancelled. He'd like Board guidance on the continuing with the Board Bylaws and policy handbook.

Vice President Steidel suggested using existing policies and assign the policies with the CSDA handbook number.

Director Pierson suggested bringing back a list of policies to the next meeting and review it and assign the work.

Director Rice agreed to bring back a list of policies to the next meeting.

President Farmer agreed to bring back a list of policies to the next meeting.

Director Howell stated the Policy Committee can go forward with the Board's direction and he'll bring back a list of everything the Policy Committee is doing, what state it's in and what's been assigned.

iv. Resources & Infrastructure Committee's Report

Director Pierson stated the Committee formed an ad hoc committee for offsite water storage as directed by the Board. The videos are still a work in process and the Committee will get them to the Board at a future date. We have a revised color-coded

CIP list available in April and it will give a better idea on what projects have been worked on, what's complete and what's budgeted.

Public Comment:
Tina Dickason, Cambria

Title: Moved to extend the meeting to 6:00 p.m.

Made by: Director Pierson

Vice President Steidel seconded the motion.

Motion Passed Ayes - 4 Nays - 1 Absent - 0

Roll Call Vote:

Ayes: Howell, Pierson, Steidel, Farmer

Nays: Rice

v. Other Liaison Reports and Ad Hoc Committee Reports

Director Pierson discussed the recent Fire Safe Focus Group meeting. They are continuing to plan for the May 16th preparedness meeting, but it may be postponed until fall. Everyone should be filling out the surveys in the bills. There was no NCAC meeting.

President Farmer discussed the recent Forest Committee meeting. He discussed Greenspace's letter regarding understory removal on the Fiscalini Ranch. He didn't attend the FFRP meeting, but Board President Mark Larson stated the Wildflower Show will most likely be cancelled. Carlos Mendoza reported additional encampments on the ranch and the impact of removing these encampments causes the homeless to reappear elsewhere around town. He discussed a recent phone call with Bruce Gibson, Gwen Kellas, Charlie Grace, David Pierson, John Weigold, John Robinson, Harvey Packard and Matt Kelling regarding discussing brine disposal from the water facility to San Simeon's outfall. Gwen Kellas didn't feel it would be good to merge with the CCSD and didn't feel the outfall for brine would be approved by the Coastal Commission. They are concerned about the CCSD debt. They saw no advantage to merging with CCSD. Supervisor Gibson and members of the RWQCB tried to encourage San Simeon CSD but they alluded to the fact that ocean outfall was a favorable solution in many areas along the coast of California, not just in San Simeon and Cambria. Brine disposal could be less problematic. Matt Kelling said he felt this would be doable and San Simeon had a short-sided perspective on the situation.

6. CONSENT AGENDA

- A. CONSIDERATION TO ADOPT THE FEBRUARY 2020 EXPENDITURE REPORT**
- B. CONSIDERATION TO ADOPT THE FEBRUARY 13, 2020 AND FEBRUARY 20, 2020 REGULAR MEETING MINUTES AND FEBRUARY 25, 2020 SPECIAL MEETING MINUTES**

Director Rice had the following revision to the February 20, 2020 meeting minutes:

The CSDA Board of Directors, Coastal Network Seat C motion was passed unanimously but it says zero votes. It needs to say 5 ayes.

Director Howell had the following revisions to the February 20, 2020 meeting minutes:

The Policy Committee Report should read: He proposed the Board consider a name change for the committee. He suggested Policy Research Committee or Policy Research and Evaluation Committee.

The Utilities Report should read: Director Rice suggested the Board consider whether it's appropriate to be approving will serves for additions that include a bedroom and bathroom.

The Board of Directors pulled the minutes from the consent agenda and requested they come back for approval in April.

Title: Moved to approve the expenditure report.

Made by: Vice President Steidel

Director Howell seconded the motion.

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

Roll Call Vote:

Ayes: Howell, Pierson, Rice, Steidel, Farmer

7. REGULAR BUSINESS

A. DISCUSSION AND CONSIDERATION TO ADOPT ORDINANCE 01-2020 REPEALING SUPERSEDED PROVISIONS IN ARTICLE IV OF TITLE 3 OF THE CAMBRIA COMMUNITY SERVICES DISTRICT MUNICIPAL CODE RELATING TO REFUSE AND RECYCLING RATES

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

Title: Moved to adopt an Ordinance repealing Article IV of Title 3 of the Cambria Community Services District Municipal Code relating to refuse and recycling rates and waive further reading.

Made by: Vice President Steidel

Director Pierson seconded the motion.

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

Roll Call Vote:

Ayes: Howell, Pierson, Rice, Steidel, Farmer

B. RECEIVE AND FILE THE INDEPENDENT AUDITOR'S REPORT FOR FISCAL YEAR 2017/18

Mr. Weigold introduced the item and turned it over to Ms. Duffield and David Bruner who provided a summary on the Independent Auditor's Report.

Public Comment:

Mary Webb, Cambria

Tina Dickason, Cambria

C. DISCUSSION AND CONSIDERATION OF ANNUAL REVIEW OF BOARD OF DIRECTORS BYLAWS

Mr. Weigold introduced the item and turned it over to Director Rice who provided a summary.

Director Pierson suggested reimbursement of travel and other expenses by committee members need to be included in the Board or standing committee bylaws.

District Counsel thinks it's more appropriate to include reimbursement of travel and other expenses by committee members in the standing committee bylaws.

Public Comment:

Tina Dickason, Cambria

Director Rice suggests referring the 2013 bylaws to the Policy Committee to number it appropriately based on the CSDA handbook format and ensure the sections make sense.

Director Howell asked for clarification on Section 8.1.

Director Rice stated section 8.1 will now read: Directors may receive compensation of one hundred dollars (\$100.00) for each authorized day of service rendered as a Director.

Director Howell asked for clarification on Sections 5.3 and 6.2.

Director Rice and Vice President Steidel provided clarification to Director Howell.

Director Howell stated we haven't discussed director's participation in elections. Do we need verbiage regarding director's rights as a citizen?

Title: Moved to extend the meeting to 5:30 p.m.

Made by: Director Howell

Vice President Steidel seconded the motion.

Motion Passed Ayes - 4 Nays - 1 Absent - 0

Roll Call Vote:

Ayes: Howell, Pierson, Steidel, Farmer

Nays: Rice

Title: Moved to table this item until the next meeting.

Made by: Director Howell

Director Pierson seconded the motion.

Director Howell discussed his concerns with the bylaws. He would like the following sentence added to the end of Section 5.4:

The rules contained in the current edition of Rosenberg's Rules of Order, Newly Revised, "and Robert's Rules of Order Eleventh Edition for matters on which Rosenberg is silent" shall govern the Committee in all cases to which they are applicable and in which they are not inconsistent with these bylaws, any special rules of order the Committee or that the CCSD Board may adopt and statutes applicable to the Committee that do not authorize the provision of these laws to take precedence.

Director Rice agreed to the revision and suggested adding the following sentence to Section 5.4:

District Counsel should refer to Robert's Rules of Order Eleventh Edition when Rosenberg's Rules of Order is silent.

Public Comment:
Tina Dickason, Cambria

Director Rice suggests the Board look at the committee section when we review the committees' bylaws so we can be more specific about the appointment process. She urged the Board to approve the bylaws today and we may need to revisit them before January. Director Howell withdrew his motion.

Title: Moved to approve the bylaws with the two specific changes mentioned on 5.4 to add the Rosenberg's Rules of Order and add Robert's Rules where Rosenberg's are silent and taking the few words out under director compensation section 8.1.

Made by: Director Rice

Director Pierson seconded the motion.

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

**Roll Call Vote:
Ayes: Howell, Pierson, Rice, Steidel, Farmer**

D. DISCUSSION AND CONSIDERATION OF REQUEST FROM GREENSPACE FOR TRANSFER OF IRRIGATION METER

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

Public Comment:
Mike Lyons, Cambria (the Deputy District Clerk read the written comment into the record)
Mary Webb, Cambria
Tina Dickason, Cambria

First Motion: Moved to authorize transfer of an irrigation meter from a property on Pierce Avenue to Greenspace's Creekside reserve.

Made by: Director Rice

Director Howell seconded the motion and offered an amendment to waive all administrative fees.

Director Pierson stated we don't have a letter or real ownership established on the meter, but I do appreciate what Ms. Webb did and he's concerned about that. Are we waiving the installation fee?

Director Howell would like a firm price on the installation fee.

Director Pierson isn't happy we don't have the ownership of the meter established. There must be a reduction in the amount of water being used. I wouldn't support this motion as it stands.

Vice President Steidel has the same concerns that Director Pierson has already voiced. I appreciate that Ms. Webb read the letter, but I don't think we have anything in hand from the owner of the property.

Director Rice stated she spoke to the property owner and Jesse Arnold. The letter that Ms. Webb read is consistent with the conversation she had with the property owner yesterday. She's having some trouble getting the properties merged. She suggests that we need to be directing what we are doing with a transfer agreement and the terms of the agreement and direct staff to move forward with some specific transfer agreement language.

District Counsel stated we know we are waiving administrative fees and the Board can waive installation fees up to an amount specific and then impose terms of restriction on use. There are three issues. The ownership issue, the waiver issue and restriction issue.

Director Rice would like to direct staff to put together a transfer agreement. She would like verification that the lots have been merged and development has been retired on the lot that it's being moved from. If it's acceptable to Director Howell, she'll make a substitute motion.

Director Howell agreed.

Amended Motion: Moved to approve transfer of an irrigation meter from a property on Pierce Avenue to Greenspace's Creekside reserve and direct staff to put together a transfer agreement with the three specific terms outlined by District Counsel to bring back to the Board.

Made by: Director Rice

Director Howell seconded the motion and offered an amendment that would include restriction on the amount of water that can go through that meter.

Public Comment:
Mary Webb, Cambria

Second Amended Motion: Moved to authorize transfer of an irrigation meter from a property on Pierce Avenue to Greenspace's Creekside reserve and direct staff to put together a transfer agreement which includes waiving the administrative fees.

Director Rice stated they may use it for irrigation only.

Made by: Director Rice

Director Howell seconded the motion.

Vice President Steidel asked the Board to consider bringing back usage with the transfer agreement.

The Board of Directors agreed.

District Counsel stated we can add it to the agreement and leave the amount blank.

Motion Passed Ayes - 4 Nays - 0 Absent - 0, Abstain - 1

Roll Call Vote:

Ayes: Howell, Rice, Steidel, Farmer

Abstain: Pierson

8. FUTURE AGENDA ITEM(S)

President Farmer asked for any future agenda items. The Board will discuss 2020 Board goals and objectives in April. There will only be one regular meeting in April, and it will be held on April 16, 2020.

Director Rice would like the President and Vice President to call an emergency meeting so we can address issues related to the coronavirus and new information that has come up and provide direction to staff and the community and declaring an emergency.

President Farmer supports holding an emergency meeting.

Director Howell supports holding an emergency meeting.

Director Pierson supports holding an emergency meeting.

Vice President Steidel supports holding an emergency meeting.

The Board agreed to hold an emergency meeting.

President Farmer will discuss the proposed dates and times with the Board in the coming days to hold an emergency meeting.

9. ADJOURN TO CLOSED SESSION

President Farmer asked for public comment. There was none.

President Farmer adjourned the meeting to closed session at 5:51 p.m.

- A.** Public Comment

- B.** CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Pursuant to Government Code Section 54956.9(d)(1)
Number of cases: Two (2)
Name of cases: CCSD v. CDM Smith and Madrid v. CCSD

DRAFT

CAMBRIA COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
Monday, March 23, 2020 10:00 AM

1. OPENING

A. Call to Order

President Farmer called the meeting to order at 10:03 a.m.

B. Pledge of Allegiance

President Farmer led the Pledge of Allegiance.

C. Establishment of Quorum

A quorum was established.

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

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

2. PUBLIC SAFETY

A. CCSD Fire Chief Report

Chief Hollingsworth provided a detailed summary of the Coronavirus (COVID-19) pandemic. He encouraged the public to visit readyslo.org for updates.

3. MANAGER UPDATES

A. General Manager Update

Mr. Weigold provided an update on the Coronavirus (COVID-19) pandemic, staff safety, future planning and continuity of staff operations.

B. Finance Manager Update

Ms. Duffield provided an update on the administrative office. Staff posted an update on 3/20/2020 on the website letting the public know the office is closed and the staff would be working remotely. If the public needs to get hold of staff, they should call the main office number and the call will be forwarded to Ability Answering Service and an email will be sent to staff. Staff will be working with our customers to do everything electronically. The public can place items in the mail or drop boxes, but requests that no cash payments are left in the drop boxes because staff can't ensure the safety of cash payments. Today is the deadline for the November/December billing shutoffs. Staff is working with each individual to get a payment plan and staff won't be doing shutoffs.

C. Facilities & Resources Update

Mr. Mendoza provided an update. The restrooms were closed over the weekend. Veterans' Hall events have been cancelled for March and April. The Eroica and Wildflower Show events have been cancelled. The only event that is happening at the Vets Hall is the Farmer's Market. The restrooms are closed during the Farmer's Market. He's been inspecting the Fiscalini Ranch and has seen an increase of the public on the ranch. Staff has concerns regarding individuals keeping their distance on the ranch, so signage will be installed on all the entrances to ask members of the public to keep their distances on trails. The Bluff Trail doesn't accommodate for 6' of distance, so the Bluff Trail and Marine Terrace Trail will become one-way trails. This is being done by Friends of the Fiscalini Ranch. Staff will be mowing trails to allow for the 6' foot distance requirement. He reported having 9-10 homeless camps on the Fiscalini Ranch. Staff is not asking them to leave, but is documenting where they are. The dog park has an increase of visitors. Staff is moving benches around the park to minimize exposure. Staff will be assessing 30+ dead trees behind homes and on trails.

Director Rice suggests staff not inspect the dead trees at this time, unless it's a danger to someone's home.

President Farmer suggests installing a sign recommending the public wear gloves when they open the gate, so their hands won't be touching the gate.

D. Utilities Department Manager/District Engineer Update

Mr. Dienzo provided an update. He reminded everyone to not flush disinfectant wipes or paper towels down the toilets. The Utilities Dept. is maintaining social distancing. Staff is avoiding public contact. If public contact is unavoidable, they'll maintain the social distancing requirement. The department is sending out vehicles with one staff member per vehicle and taking steps for predictive maintenance. If they anticipate manholes or sewer areas that may clog, they'll address those problem areas and not wait for an emergency. They are working on standard operating procedures (SOP).

4. PUBLIC COMMENT ON AGENDA ITEMS

Public Comment:

Elizabeth Bettenhausen, Cambria (the Deputy District Clerk read the written comment into the record)

Tina Dickason, Cambria (the Deputy District Clerk read the written comment into the record)

5. REGULAR BUSINESS

**A. DISCUSSION AND CONSIDERATION OF ADOPTION OF RESOLUTION 2020-09
DECLARING AN EMERGENCY AND TEMPORARILY AUTHORIZING THE INCREASED
AUTHORITY OF THE GENERAL MANAGER**

Mr. Weigold introduced the item and provided a brief summary.

Public Comment:

Christine Heinrichs, Cambria (the Deputy District Clerk read the written comment into the record)

The Board held an extensive discussion regarding this item.

Title: Moved to adopt Resolution 09-2020 as written with the amendment of keeping the General Manager's spending authority at \$25,000 and allowing up to \$50,000 with the President and District Counsel's approval. The Board of Directors shall review the resolution at each regular or special meeting to determine if a local emergency still exists. The resolution date certain will be April 16, 2020.

Made by: Director Pierson

Director Howell seconded the motion.

Director Rice suggests reviewing it after a certain number of days and it's under the Board's control to lift the emergency.

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

Roll Call Vote:

Ayes: Howell, Pierson, Rice, Steidel, Farmer

Public Comment:

Tina Dickason, Cambria (the Deputy District Clerk read the written comment into the record)

B. DISCUSSION REGARDING OPERATIONAL AND FISCAL IMPACTS OF THE CORONAVIRUS PANDEMIC

This item was discussed before regular business item 5.A.

Mr. Weigold introduced the item and provided a summary.

Ms. Duffield provided a summary and discussed fiscal scenarios.

Director Pierson doesn't think across the board cuts are advisable or necessary. He recommends using good sense and allowing the General Manager and Finance Manager to continue to use the processes they currently have with leniency and payment plans on a case-by-case basis.

Vice President Steidel supports Director Pierson's response.

Director Rice stated to be sensitive to the community.

Public Comment:

Tina Dickason, Cambria (the Deputy District Clerk read the written comment into the record)

Ms. Duffield reminded the public to call the main line and staff will return your call. The administrative office's answering service is bilingual, and they have an AM and PM on shift during that time.

Director Howell suggests waiving the late fees as staff is suggesting. Staff has the appropriate discretion to make the decisions to waive the late fees. If the staff decision is not satisfactory to the customer, the customer can appeal the decision to the Board.

Director Pierson suggests waiting to see what the impact is on the hotel and commercial accounts. If it's possible at the end of March we can do a drive by meter read to get a

midway through the billing cycle to see how it's looking, prior to the Board meeting in April. We'll have some idea as to shortfall or everything looking okay for March.

Ms. Duffield stated reading the town is a very laborious task. Our billing program cannot operate remotely. In order to receive the data, we'd have to have staff present. We have 500 meters that need to be read, and it takes staff 3-5 days to read those meters.

President Farmer suggests doing a drive-by on Moonstone Beach Drive.

Mr. Weigold stated he's contacted Mr. Dienzo on overall usage. There may see an increase in residential use. There are a lot of unknowns right now.

Vice President Steidel agrees with the monitoring approach. If we need it for a worst-case scenario, we can always take historic data for a billing period and use the commercial water and use it for a one-month period. It would give the lower end of revenue expectation. She's in agreement that it's early in the process to be making this decision. We should monitor and do it as a case-by-case basis.

Director Rice agrees that it will give us some idea on the change and if it comes to it, we can do a mid-cycle read.

Director Howell asked in terms of current liabilities, do we have a sufficient income to make loan payments?

Director Pierson stated the loan payment is covered by the base charge on the SWF and doesn't see the District missing that loan payment.

Ms. Duffield agreed with Director Pierson. We need to prepare for potential deferral in revenue, but we don't need to put anything in place at this point. This is a scary situation but if we are monitoring and prudent about what we spend, we will get through this.

Public Comment:

Tina Dickason, Cambria (the Deputy District Clerk read the written comment into the record)

President Farmer stated the upcoming rate increase is on 7/1/2020 and the Board might consider holding off on the rate increase for one billing period of two months and address it as we see financial circumstances unfolding for the district and community.

6. **ADJOURN**

President Farmer adjourned the meeting at 12:26 p.m.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.C.**

FROM: William Hollingsworth, Fire Chief

Meeting Date: April 16, 2020Subject: CONSIDERATION OF
ADOPTION OF RESOLUTION
12-2020 DECLARING A PUBLIC
NUISANCE FOR THE ANNUAL
FIRE HAZARD FUEL
REDUCTION PROGRAM
-----**RECOMMENDATIONS:**

1. Adopt Resolution 12-2020 declaring weeds and other hazardous wildland fuels a public nuisance within the Cambria Community Services District (CCSD).
2. Direct staff to proceed with mailing notices to abate and remove hazardous wildland fuels, in order to maintain community defensible space.
3. Direct staff to proceed with issuing a Request for Proposal ("RFP") to contractors to abate and remove the fuels and vegetation.

FISCAL IMPACT:

All costs are billed directly to the property owners via the San Luis Obispo County property tax rolls.

DISCUSSION:

Each year the Fire Department conducts a Fire Hazard Fuel Reduction Program (FHFRP) to abate vegetation and hazardous wildland fire fuels.

The FHFRP is carried out pursuant to the authority contained in Government Code Sections 61100(d) and (t) and Health and Safety Code Sections 14875 et seq., and is initiated by the Board's adoption of a resolution declaring the vegetation and hazardous wildland fire fuels on the identified properties to be a public nuisance. In this respect it should be noted that the definition of "weeds" in Health and Safety Code Section 14875 includes, "Dry grass, stubble, brush, litter, or other flammable material which endangers the public safety by creating a fire hazard."

There are approximately 1,882 vacant parcels within the CCSD that Fire Department staff has identified for inclusion in the 2020 FHFRP. Notices are then sent to those property owners whose properties require abatement. The abatement deadline is July 15, 2020. In accordance with the procedures in the Health and Safety Code, a public hearing is being scheduled to be held on August 13, 2020. Thereafter, all parcels that were inspected and found to be either not cleared or non-compliant after the July 15, 2020 deadline are placed on a contract list and are abated by the CCSD's contractor. The number of properties requiring annual clearance by the CCSD's contractor typically varies from 50 to 150 parcels.

RESOLUTION 12-2020
DATED: APRIL 16, 2020

RESOLUTION OF THE BOARD OF DIRECTORS
DECLARING A PUBLIC NUISANCE WITHIN THE
CAMBRIA COMMUNITY SERVICES DISTRICT

WHEREAS, the Cambria Community Services District (the "CCSD" or "District") is a duly formed community services district which has the power to provide fire protection services; and

WHEREAS, pursuant to the authority in Government Code Sections 61100(d) and (t) and Health and Safety Code Section 14875 et seq., community services districts may declare vegetation and wildland fire fuels a public nuisance for the purpose of proceeding with Weed Abatement/Fire Hazard/Fuel Reduction Programs; and

WHEREAS, it is in the public interest that vegetation and hazardous live and dead fire fuels within said District be abated as a critical aid to wildfire prevention and community defensible space, as well as for protection of the fragile Cambria ecosystem.

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

Section 1. That the recitals set forth herein above are true, correct and valid.

Section 2. That the vegetation and hazardous wildland fire fuels located on the private properties described on the attached document marked Exhibit A, which is incorporated herein by this reference as though here fully set forth, all of which are located within said District, are hereby declared a public nuisance.

Section 3. In accordance with Health & Safety Code Section 14890, the CCSD Fire Chief is hereby designated as the person to give the notice to destroy, modify, abate and remove vegetation and other fire hazard fuels; said notice shall include that abatement be performed by property owners or locally certified contractors.

Section 4. That said nuisance, unless timely abated, shall be abated by the CCSD, with the cost thereof to be assessed upon the parcels from which said nuisance is abated.

Section 5. That a public hearing shall be held on the proposed abatement of vegetation and hazardous wildland fire fuels on August 13, 2020 at 2:00 P.M. at the following address: Cambria Veterans' Memorial Building, 1000 Main Street, Cambria, California, 93428 to provide an opportunity for all property owners having any objections to the proposed removal of such weeds to be heard and given due consideration.

Section 6. That the District Clerk be, and hereby is authorized and directed to mail notice of said hearing to property owners as their names and addresses appear from the last equalized assessment role as authorized by Health & Safety Code Section 14896.

By unanimous vote on the motion of Director _____, seconded by Director _____, Resolution No. 12-2020 is hereby adopted.

Harry Farmer
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

Haley Dodson
Deputy District Clerk

Timothy J. Carmel
District Counsel

Exhibit A to Resolution 12-2020
2020 FHFRP
Master Parcel List

<u>Parcel</u>	<u>Use Code</u>	<u>013.232.010</u>	<u>B</u>	<u>022.041.002</u>	<u>A</u>	<u>022.093.004</u>	<u>A</u>
<u>013.084.005</u>	A	<u>013.251.011</u>	A	<u>022.042.047</u>	A	<u>022.093.007</u>	A
<u>013.084.006</u>	A	<u>013.264.019</u>	A	<u>022.043.017</u>	A	<u>022.093.009</u>	A
<u>013.084.011</u>	A	<u>013.264.022</u>	B	<u>022.046.001</u>	A	<u>022.093.011</u>	A
<u>013.084.017</u>	A	<u>013.264.023</u>	A	<u>022.052.041</u>	A	<u>022.093.012</u>	A
<u>013.084.018</u>	A	<u>013.292.009</u>	A	<u>022.052.050</u>	A	<u>022.093.013</u>	A
<u>013.084.028</u>	A	<u>013.292.012</u>	A	<u>022.052.051</u>	A	<u>022.093.014</u>	A
<u>013.084.035</u>	A	<u>013.292.018</u>	A	<u>022.053.009</u>	A	<u>022.093.015</u>	A
<u>013.084.036</u>	A	<u>013.294.005</u>	A	<u>022.053.041</u>	A	<u>022.093.016</u>	A
<u>013.084.039</u>	A	<u>013.294.024</u>	A	<u>022.053.046</u>	A	<u>022.093.018</u>	A
<u>013.084.041</u>	A	<u>013.301.018</u>	A	<u>022.063.001</u>	B	<u>022.093.023</u>	A
<u>013.084.042</u>	A	<u>013.301.047</u>	A	<u>022.071.002</u>	A	<u>022.093.024</u>	A
<u>013.084.046</u>	A	<u>013.311.001</u>	A	<u>022.071.027</u>	A	<u>022.093.025</u>	A
<u>013.084.052</u>	A	<u>013.311.008</u>	A	<u>022.071.041</u>	A	<u>022.093.027</u>	B
<u>013.084.054</u>	A	<u>013.313.014</u>	A	<u>022.071.042</u>	A	<u>022.093.028</u>	B
<u>013.085.006</u>	B	<u>013.321.001</u>	A	<u>022.071.043</u>	A	<u>022.093.029</u>	B
<u>013.085.009</u>	B	<u>013.323.007</u>	A	<u>022.071.046</u>	A	<u>022.093.030</u>	A
<u>013.085.010</u>	B	<u>013.323.008</u>	A	<u>022.071.047</u>	A	<u>022.093.042</u>	A
<u>013.101.046</u>	A	<u>013.323.009</u>	A	<u>022.071.057</u>	A	<u>022.093.043</u>	A
<u>013.101.054</u>	A	<u>013.331.007</u>	A	<u>022.071.059</u>	A	<u>022.093.051</u>	A
<u>013.101.058</u>	A	<u>013.331.041</u>	A	<u>022.071.064</u>	A	<u>022.093.052</u>	A
<u>013.101.061</u>	A	<u>013.341.011</u>	A	<u>022.071.067</u>	A	<u>022.093.056</u>	A
<u>013.101.063</u>	A	<u>013.341.022</u>	A	<u>022.071.078</u>	A	<u>022.123.003</u>	A
<u>013.101.072</u>	A	<u>013.341.023</u>	A	<u>022.071.084</u>	A	<u>022.123.022</u>	A
<u>013.101.082</u>	B	<u>013.341.025</u>	A	<u>022.071.085</u>	A	<u>022.131.005</u>	A
<u>013.111.004</u>	B	<u>013.351.005</u>	A	<u>022.072.034</u>	A	<u>022.131.015</u>	A
<u>013.122.005</u>	A	<u>013.351.010</u>	A	<u>022.072.036</u>	A	<u>022.131.016</u>	A
<u>013.131.038</u>	B	<u>013.351.014</u>	A	<u>022.083.025</u>	A	<u>022.131.017</u>	A
<u>013.141.005</u>	A	<u>013.351.039</u>	A	<u>022.083.030</u>	A	<u>022.131.018</u>	A
<u>013.141.018</u>	B	<u>013.351.043</u>	A	<u>022.083.031</u>	A	<u>022.131.019</u>	A
<u>013.151.002</u>	A	<u>013.351.046</u>	A	<u>022.083.033</u>	A	<u>022.131.020</u>	A
<u>013.151.020</u>	A	<u>013.351.052</u>	A	<u>022.083.055</u>	A	<u>022.131.029</u>	A
<u>013.151.034</u>	B	<u>013.371.021</u>	A	<u>022.083.063</u>	A	<u>022.131.032</u>	A
<u>013.151.038</u>	B	<u>013.371.024</u>	A	<u>022.084.008</u>	A	<u>022.131.044</u>	A
<u>013.151.039</u>	B	<u>022.022.037</u>	A	<u>022.084.020</u>	A	<u>022.131.045</u>	A
<u>013.151.041</u>	B	<u>022.023.012</u>	A	<u>022.084.046</u>	A	<u>022.131.049</u>	A
<u>013.151.044</u>	A	<u>022.023.025</u>	A	<u>022.084.051</u>	A	<u>022.131.051</u>	A
<u>013.151.045</u>	A	<u>022.026.035</u>	A	<u>022.091.017</u>	A	<u>022.131.054</u>	A
<u>013.221.017</u>	B	<u>022.031.020</u>	A	<u>022.091.019</u>	A	<u>022.131.055</u>	A
<u>013.232.004</u>	A	<u>022.031.021</u>	A	<u>022.091.036</u>	A	<u>022.141.002</u>	A
		<u>022.035.004</u>	A	<u>022.091.038</u>	A	<u>022.141.012</u>	A

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<u>022.141.047</u>	A	<u>022.192.042</u>	A	<u>022.226.009</u>	A	<u>022.302.021</u>	A
<u>022.151.010</u>	A	<u>022.192.046</u>	A	<u>022.226.016</u>	A	<u>022.312.007</u>	A
<u>022.151.012</u>	A	<u>022.193.012</u>	A	<u>022.226.024</u>	A	<u>022.312.012</u>	A
<u>022.151.013</u>	A	<u>022.193.020</u>	A	<u>022.227.001</u>	A	<u>022.312.013</u>	A
<u>022.151.014</u>	A	<u>022.201.002</u>	A	<u>022.227.005</u>	A	<u>022.312.033</u>	A
<u>022.151.015</u>	A	<u>022.201.065</u>	A	<u>022.227.022</u>	A	<u>022.312.035</u>	A
<u>022.151.017</u>	A	<u>022.201.077</u>	A	<u>022.227.027</u>	A	<u>022.312.036</u>	A
<u>022.151.027</u>	A	<u>022.202.001</u>	A	<u>022.231.008</u>	A	<u>022.313.033</u>	A
<u>022.151.030</u>	A	<u>022.202.002</u>	A	<u>022.231.019</u>	A	<u>022.321.001</u>	A
<u>022.151.033</u>	A	<u>022.202.003</u>	A	<u>022.231.022</u>	A	<u>022.322.020</u>	A
<u>022.151.034</u>	A	<u>022.202.004</u>	A	<u>022.232.039</u>	A	<u>022.323.032</u>	A
<u>022.151.040</u>	A	<u>022.202.005</u>	A	<u>022.241.036</u>	A	<u>022.331.022</u>	A
<u>022.151.045</u>	A	<u>022.202.015</u>	A	<u>022.242.031</u>	A	<u>022.331.032</u>	A
<u>022.151.050</u>	A	<u>022.202.017</u>	A	<u>022.243.029</u>	A	<u>022.332.004</u>	A
<u>022.151.051</u>	A	<u>022.202.018</u>	A	<u>022.243.030</u>	A	<u>022.333.010</u>	A
<u>022.151.058</u>	A	<u>022.202.025</u>	A	<u>022.261.002</u>	A	<u>022.341.011</u>	A
<u>022.151.061</u>	A	<u>022.212.007</u>	A	<u>022.261.011</u>	A	<u>022.341.031</u>	A
<u>022.151.065</u>	A	<u>022.212.008</u>	A	<u>022.261.017</u>	A	<u>022.341.037</u>	A
<u>022.151.066</u>	A	<u>022.212.010</u>	A	<u>022.261.028</u>	A	<u>022.341.040</u>	A
<u>022.151.068</u>	A	<u>022.212.011</u>	A	<u>022.261.067</u>	A	<u>022.342.008</u>	A
<u>022.151.074</u>	A	<u>022.212.012</u>	A	<u>022.271.001</u>	A	<u>022.342.016</u>	A
<u>022.151.079</u>	A	<u>022.212.013</u>	A	<u>022.271.004</u>	A	<u>022.342.028</u>	A
<u>022.151.080</u>	A	<u>022.212.014</u>	A	<u>022.271.008</u>	A	<u>022.342.031</u>	A
<u>022.171.027</u>	A	<u>022.212.015</u>	B	<u>022.271.015</u>	A	<u>022.342.034</u>	A
<u>022.171.045</u>	A	<u>022.212.016</u>	B	<u>022.271.023</u>	A	<u>022.343.002</u>	A
<u>022.171.046</u>	A	<u>022.212.017</u>	B	<u>022.271.024</u>	A	<u>022.343.010</u>	A
<u>022.172.008</u>	A	<u>022.212.018</u>	A	<u>022.271.036</u>	A	<u>022.343.013</u>	A
<u>022.172.032</u>	A	<u>022.212.036</u>	A	<u>022.271.041</u>	A	<u>022.343.020</u>	A
<u>022.172.035</u>	A	<u>022.212.037</u>	A	<u>022.271.042</u>	A	<u>022.343.026</u>	A
<u>022.181.008</u>	A	<u>022.212.038</u>	A	<u>022.271.043</u>	A	<u>022.343.036</u>	A
<u>022.181.022</u>	A	<u>022.212.040</u>	A	<u>022.271.044</u>	A	<u>022.343.037</u>	A
<u>022.181.038</u>	A	<u>022.212.041</u>	A	<u>022.271.045</u>	A	<u>022.351.003</u>	A
<u>022.182.054</u>	A	<u>022.212.042</u>	A	<u>022.271.046</u>	A	<u>022.351.008</u>	A
<u>022.191.028</u>	A	<u>022.212.043</u>	A	<u>022.271.047</u>	A	<u>022.371.005</u>	A
<u>022.191.031</u>	A	<u>022.212.045</u>	A	<u>022.271.048</u>	A	<u>022.371.011</u>	A
<u>022.191.032</u>	A	<u>022.223.005</u>	A	<u>022.271.052</u>	A	<u>023.013.013</u>	A
<u>022.191.033</u>	A	<u>022.225.001</u>	A	<u>022.282.011</u>	A	<u>023.013.019</u>	A
<u>022.192.010</u>	A	<u>022.225.002</u>	A	<u>022.283.017</u>	A	<u>023.013.025</u>	A
<u>022.192.011</u>	A	<u>022.225.004</u>	A	<u>022.291.024</u>	A	<u>023.014.020</u>	A
<u>022.192.025</u>	A	<u>022.225.011</u>	A	<u>022.292.003</u>	A	<u>023.015.018</u>	A
<u>022.192.031</u>	A	<u>022.225.012</u>	A	<u>022.302.020</u>	A	<u>023.015.019</u>	A

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<u>023.015.020</u>	A	<u>023.032.004</u>	A	<u>023.047.030</u>	A	<u>023.068.010</u>	A
<u>023.015.021</u>	A	<u>023.032.005</u>	A	<u>023.047.031</u>	A	<u>023.068.017</u>	A
<u>023.015.022</u>	A	<u>023.034.004</u>	A	<u>023.047.032</u>	A	<u>023.068.018</u>	A
<u>023.016.024</u>	A	<u>023.034.008</u>	A	<u>023.048.010</u>	A	<u>023.068.019</u>	A
<u>023.016.026</u>	A	<u>023.034.012</u>	A	<u>023.048.022</u>	A	<u>023.068.020</u>	A
<u>023.016.033</u>	A	<u>023.034.013</u>	A	<u>023.048.027</u>	A	<u>023.068.028</u>	A
<u>023.016.037</u>	A	<u>023.035.005</u>	A	<u>023.048.032</u>	A	<u>023.071.009</u>	A
<u>023.016.040</u>	A	<u>023.035.008</u>	A	<u>023.048.039</u>	A	<u>023.071.013</u>	A
<u>023.016.041</u>	A	<u>023.035.012</u>	A	<u>023.048.040</u>	A	<u>023.071.016</u>	A
<u>023.016.043</u>	A	<u>023.035.013</u>	A	<u>023.048.046</u>	A	<u>023.072.017</u>	A
<u>023.017.003</u>	A	<u>023.035.014</u>	A	<u>023.048.048</u>	A	<u>023.072.019</u>	A
<u>023.017.004</u>	A	<u>023.035.021</u>	A	<u>023.049.010</u>	A	<u>023.072.020</u>	A
<u>023.017.027</u>	A	<u>023.036.004</u>	A	<u>023.049.012</u>	A	<u>023.072.021</u>	A
<u>023.017.036</u>	A	<u>023.036.009</u>	A	<u>023.049.032</u>	A	<u>023.072.022</u>	A
<u>023.017.041</u>	A	<u>023.036.010</u>	A	<u>023.049.034</u>	A	<u>023.073.003</u>	A
<u>023.018.005</u>	A	<u>023.036.017</u>	A	<u>023.051.025</u>	A	<u>023.073.008</u>	A
<u>023.018.006</u>	A	<u>023.036.020</u>	A	<u>023.052.002</u>	A	<u>023.073.009</u>	A
<u>023.018.009</u>	A	<u>023.036.021</u>	A	<u>023.052.006</u>	A	<u>023.073.018</u>	A
<u>023.018.026</u>	A	<u>023.036.030</u>	A	<u>023.052.023</u>	A	<u>023.073.021</u>	A
<u>023.018.029</u>	A	<u>023.036.031</u>	A	<u>023.062.015</u>	A	<u>023.073.022</u>	A
<u>023.019.005</u>	A	<u>023.036.036</u>	A	<u>023.063.004</u>	A	<u>023.073.023</u>	A
<u>023.019.006</u>	A	<u>023.042.016</u>	A	<u>023.063.022</u>	A	<u>023.073.024</u>	A
<u>023.019.011</u>	A	<u>023.043.015</u>	A	<u>023.064.010</u>	A	<u>023.073.025</u>	A
<u>023.019.022</u>	A	<u>023.044.018</u>	A	<u>023.064.011</u>	A	<u>023.073.028</u>	A
<u>023.019.039</u>	A	<u>023.045.001</u>	A	<u>023.064.014</u>	A	<u>023.074.019</u>	A
<u>023.021.011</u>	A	<u>023.045.006</u>	A	<u>023.064.016</u>	A	<u>023.074.028</u>	A
<u>023.021.019</u>	A	<u>023.045.007</u>	A	<u>023.064.020</u>	A	<u>023.074.037</u>	A
<u>023.021.023</u>	A	<u>023.045.009</u>	A	<u>023.064.026</u>	A	<u>023.074.040</u>	A
<u>023.022.002</u>	A	<u>023.045.010</u>	A	<u>023.065.002</u>	A	<u>023.075.007</u>	A
<u>023.022.021</u>	A	<u>023.045.034</u>	A	<u>023.065.013</u>	A	<u>023.075.010</u>	A
<u>023.022.025</u>	A	<u>023.045.036</u>	A	<u>023.065.014</u>	A	<u>023.075.018</u>	A
<u>023.023.020</u>	A	<u>023.045.044</u>	A	<u>023.066.010</u>	A	<u>023.075.019</u>	A
<u>023.025.001</u>	A	<u>023.046.009</u>	A	<u>023.066.011</u>	A	<u>023.075.024</u>	A
<u>023.025.002</u>	A	<u>023.046.039</u>	A	<u>023.066.021</u>	A	<u>023.075.034</u>	A
<u>023.025.013</u>	A	<u>023.046.040</u>	A	<u>023.066.022</u>	A	<u>023.075.036</u>	A
<u>023.025.019</u>	A	<u>023.046.041</u>	A	<u>023.067.005</u>	A	<u>023.076.008</u>	A
<u>023.025.020</u>	A	<u>023.047.007</u>	A	<u>023.067.008</u>	A	<u>023.076.021</u>	A
<u>023.025.022</u>	A	<u>023.047.010</u>	A	<u>023.067.009</u>	A	<u>023.076.025</u>	A
<u>023.025.027</u>	A	<u>023.047.017</u>	A	<u>023.067.010</u>	A	<u>023.076.026</u>	A
<u>023.025.040</u>	A	<u>023.047.020</u>	A	<u>023.067.018</u>	A	<u>023.076.027</u>	A
<u>023.026.008</u>	A	<u>023.047.026</u>	A	<u>023.068.003</u>	A	<u>023.083.015</u>	A

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<u>023.084.002</u>	A	<u>023.089.027</u>	A	<u>023.104.015</u>	A	<u>023.116.013</u>	A
<u>023.085.009</u>	A	<u>023.089.033</u>	A	<u>023.104.021</u>	A	<u>023.116.016</u>	A
<u>023.085.017</u>	A	<u>023.090.002</u>	A	<u>023.104.023</u>	A	<u>023.116.017</u>	A
<u>023.086.001</u>	A	<u>023.090.003</u>	A	<u>023.105.001</u>	A	<u>023.116.020</u>	A
<u>023.086.002</u>	A	<u>023.091.009</u>	A	<u>023.105.027</u>	A	<u>023.116.021</u>	A
<u>023.086.006</u>	A	<u>023.091.010</u>	A	<u>023.106.013</u>	A	<u>023.116.022</u>	A
<u>023.086.013</u>	A	<u>023.091.015</u>	A	<u>023.107.002</u>	A	<u>023.116.025</u>	A
<u>023.086.018</u>	A	<u>023.091.020</u>	A	<u>023.107.004</u>	A	<u>023.116.026</u>	A
<u>023.086.026</u>	A	<u>023.091.029</u>	A	<u>023.107.011</u>	A	<u>023.116.030</u>	A
<u>023.086.027</u>	A	<u>023.091.031</u>	A	<u>023.107.018</u>	A	<u>023.116.032</u>	A
<u>023.086.028</u>	A	<u>023.091.039</u>	A	<u>023.107.025</u>	A	<u>023.117.006</u>	A
<u>023.086.033</u>	A	<u>023.092.026</u>	A	<u>023.107.027</u>	A	<u>023.117.008</u>	A
<u>023.086.037</u>	A	<u>023.092.028</u>	A	<u>023.107.029</u>	A	<u>023.117.010</u>	A
<u>023.086.039</u>	A	<u>023.092.036</u>	A	<u>023.111.005</u>	A	<u>023.117.014</u>	A
<u>023.086.041</u>	A	<u>023.092.038</u>	A	<u>023.111.024</u>	A	<u>023.118.006</u>	A
<u>023.086.047</u>	A	<u>023.093.003</u>	A	<u>023.111.029</u>	A	<u>023.118.014</u>	A
<u>023.087.002</u>	A	<u>023.093.011</u>	A	<u>023.111.030</u>	A	<u>023.118.019</u>	A
<u>023.087.003</u>	A	<u>023.093.013</u>	A	<u>023.111.032</u>	A	<u>023.118.021</u>	A
<u>023.087.013</u>	A	<u>023.093.028</u>	A	<u>023.111.035</u>	A	<u>023.119.003</u>	A
<u>023.087.019</u>	A	<u>023.093.036</u>	A	<u>023.113.001</u>	A	<u>023.119.005</u>	A
<u>023.087.027</u>	A	<u>023.094.007</u>	A	<u>023.113.031</u>	A	<u>023.119.011</u>	A
<u>023.087.032</u>	A	<u>023.094.012</u>	A	<u>023.114.008</u>	A	<u>023.119.014</u>	A
<u>023.087.033</u>	A	<u>023.094.023</u>	A	<u>023.114.017</u>	A	<u>023.119.017</u>	A
<u>023.087.034</u>	A	<u>023.094.028</u>	A	<u>023.114.023</u>	A	<u>023.119.018</u>	A
<u>023.087.038</u>	A	<u>023.094.032</u>	A	<u>023.115.003</u>	A	<u>023.119.022</u>	A
<u>023.087.040</u>	A	<u>023.094.036</u>	A	<u>023.115.007</u>	A	<u>023.119.023</u>	A
<u>023.087.041</u>	A	<u>023.095.011</u>	A	<u>023.115.009</u>	A	<u>023.119.024</u>	A
<u>023.087.046</u>	A	<u>023.095.015</u>	A	<u>023.115.011</u>	A	<u>023.121.005</u>	A
<u>023.088.011</u>	A	<u>023.095.020</u>	A	<u>023.115.012</u>	A	<u>023.121.013</u>	A
<u>023.088.012</u>	A	<u>023.095.027</u>	A	<u>023.115.013</u>	A	<u>023.121.016</u>	A
<u>023.088.016</u>	A	<u>023.096.011</u>	A	<u>023.115.014</u>	A	<u>023.121.024</u>	A
<u>023.088.017</u>	A	<u>023.096.044</u>	A	<u>023.115.016</u>	A	<u>023.122.014</u>	A
<u>023.088.023</u>	A	<u>023.096.049</u>	A	<u>023.115.018</u>	A	<u>023.131.014</u>	A
<u>023.088.028</u>	A	<u>023.096.050</u>	A	<u>023.115.024</u>	A	<u>023.131.015</u>	A
<u>023.088.034</u>	A	<u>023.096.051</u>	A	<u>023.115.025</u>	A	<u>023.132.008</u>	A
<u>023.088.043</u>	A	<u>023.102.002</u>	A	<u>023.115.027</u>	A	<u>023.132.012</u>	A
<u>023.088.044</u>	A	<u>023.103.014</u>	A	<u>023.115.029</u>	A	<u>023.132.014</u>	A
<u>023.088.046</u>	A	<u>023.104.003</u>	A	<u>023.116.003</u>	A	<u>023.133.002</u>	A
<u>023.088.047</u>	A	<u>023.104.004</u>	A	<u>023.116.010</u>	A	<u>023.133.017</u>	A
<u>023.089.003</u>	A	<u>023.104.010</u>	A	<u>023.116.011</u>	A	<u>023.133.024</u>	A
<u>023.089.004</u>	A	<u>023.104.011</u>	A	<u>023.116.012</u>	A	<u>023.134.001</u>	A

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<u>023.134.016</u>	A	<u>023.172.026</u>	A	<u>023.203.021</u>	A	<u>023.214.010</u>	A
<u>023.134.017</u>	A	<u>023.172.043</u>	A	<u>023.203.039</u>	A	<u>023.214.017</u>	A
<u>023.134.018</u>	A	<u>023.172.051</u>	A	<u>023.204.012</u>	A	<u>023.214.022</u>	A
<u>023.134.019</u>	A	<u>023.172.053</u>	A	<u>023.204.018</u>	A	<u>023.214.023</u>	A
<u>023.134.020</u>	A	<u>023.181.022</u>	A	<u>023.204.022</u>	A	<u>023.214.028</u>	A
<u>023.134.021</u>	A	<u>023.181.033</u>	A	<u>023.204.060</u>	A	<u>023.214.029</u>	A
<u>023.141.018</u>	A	<u>023.181.037</u>	A	<u>023.204.072</u>	A	<u>023.214.030</u>	A
<u>023.141.028</u>	A	<u>023.181.038</u>	A	<u>023.204.085</u>	A	<u>023.214.032</u>	A
<u>023.141.042</u>	A	<u>023.182.004</u>	A	<u>023.205.002</u>	A	<u>023.214.033</u>	A
<u>023.142.009</u>	A	<u>023.182.013</u>	A	<u>023.205.013</u>	A	<u>023.214.039</u>	A
<u>023.142.011</u>	A	<u>023.182.028</u>	A	<u>023.205.019</u>	A	<u>023.214.040</u>	A
<u>023.142.015</u>	A	<u>023.182.030</u>	A	<u>023.205.020</u>	A	<u>023.214.047</u>	A
<u>023.142.023</u>	A	<u>023.182.032</u>	A	<u>023.205.056</u>	A	<u>023.214.048</u>	A
<u>023.142.028</u>	A	<u>023.182.037</u>	A	<u>023.205.057</u>	A	<u>023.215.002</u>	A
<u>023.142.030</u>	A	<u>023.182.044</u>	A	<u>023.205.058</u>	A	<u>023.215.003</u>	A
<u>023.143.003</u>	A	<u>023.191.005</u>	A	<u>023.206.016</u>	A	<u>023.215.004</u>	A
<u>023.143.004</u>	A	<u>023.191.029</u>	A	<u>023.206.037</u>	A	<u>023.215.007</u>	A
<u>023.143.008</u>	A	<u>023.191.030</u>	A	<u>023.207.008</u>	A	<u>023.215.008</u>	A
<u>023.143.020</u>	A	<u>023.192.004</u>	A	<u>023.208.023</u>	A	<u>023.215.010</u>	A
<u>023.143.025</u>	A	<u>023.192.010</u>	A	<u>023.208.026</u>	A	<u>023.215.015</u>	A
<u>023.143.026</u>	A	<u>023.192.020</u>	A	<u>023.208.028</u>	A	<u>023.215.018</u>	A
<u>023.151.043</u>	A	<u>023.192.021</u>	A	<u>023.211.001</u>	A	<u>023.215.019</u>	A
<u>023.151.045</u>	A	<u>023.192.023</u>	A	<u>023.211.008</u>	A	<u>023.215.020</u>	A
<u>023.151.053</u>	A	<u>023.192.026</u>	A	<u>023.211.009</u>	A	<u>023.215.021</u>	A
<u>023.151.055</u>	A	<u>023.192.027</u>	A	<u>023.211.010</u>	A	<u>023.215.022</u>	A
<u>023.161.004</u>	A	<u>023.192.030</u>	A	<u>023.211.012</u>	A	<u>023.215.032</u>	A
<u>023.161.006</u>	A	<u>023.201.001</u>	B	<u>023.211.053</u>	B	<u>023.215.049</u>	A
<u>023.161.018</u>	A	<u>023.202.011</u>	A	<u>023.211.064</u>	A	<u>023.215.050</u>	A
<u>023.161.046</u>	A	<u>023.202.018</u>	A	<u>023.213.004</u>	A	<u>023.215.051</u>	A
<u>023.161.047</u>	A	<u>023.202.019</u>	A	<u>023.213.007</u>	A	<u>023.215.054</u>	A
<u>023.163.023</u>	A	<u>023.202.021</u>	A	<u>023.213.008</u>	A	<u>023.215.055</u>	A
<u>023.163.028</u>	A	<u>023.202.030</u>	A	<u>023.213.021</u>	A	<u>023.215.057</u>	A
<u>023.163.029</u>	A	<u>023.202.038</u>	A	<u>023.213.027</u>	A	<u>023.215.058</u>	A
<u>023.163.030</u>	A	<u>023.202.039</u>	A	<u>023.213.028</u>	A	<u>023.215.059</u>	A
<u>023.163.031</u>	A	<u>023.202.055</u>	A	<u>023.213.029</u>	A	<u>023.215.063</u>	A
<u>023.163.033</u>	A	<u>023.202.062</u>	A	<u>023.213.031</u>	A	<u>023.215.070</u>	A
<u>023.171.015</u>	A	<u>023.202.067</u>	A	<u>023.213.033</u>	A	<u>023.221.030</u>	A
<u>023.171.028</u>	A	<u>023.202.069</u>	A	<u>023.213.038</u>	A	<u>023.221.037</u>	A
<u>023.172.010</u>	A	<u>023.203.001</u>	A	<u>023.213.039</u>	A	<u>023.221.040</u>	A
<u>023.172.013</u>	A	<u>023.203.004</u>	A	<u>023.213.040</u>	A	<u>023.221.058</u>	A
<u>023.172.023</u>	A	<u>023.203.020</u>	A	<u>023.214.002</u>	A	<u>023.222.006</u>	A

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<u>023.222.026</u>	A	<u>023.244.013</u>	A	<u>023.272.033</u>	A	<u>023.322.018</u>	A
<u>023.222.033</u>	A	<u>023.251.005</u>	A	<u>023.272.046</u>	A	<u>023.322.024</u>	A
<u>023.222.047</u>	A	<u>023.251.021</u>	A	<u>023.281.013</u>	A	<u>023.322.025</u>	A
<u>023.222.051</u>	A	<u>023.251.026</u>	A	<u>023.281.029</u>	A	<u>023.331.001</u>	A
<u>023.223.013</u>	A	<u>023.251.045</u>	A	<u>023.281.033</u>	A	<u>023.331.002</u>	A
<u>023.223.017</u>	A	<u>023.251.046</u>	A	<u>023.282.004</u>	A	<u>023.331.007</u>	A
<u>023.223.024</u>	A	<u>023.261.003</u>	A	<u>023.282.009</u>	A	<u>023.331.014</u>	A
<u>023.223.025</u>	A	<u>023.261.015</u>	A	<u>023.282.011</u>	A	<u>023.331.015</u>	A
<u>023.233.001</u>	A	<u>023.261.030</u>	A	<u>023.282.019</u>	A	<u>023.331.023</u>	A
<u>023.233.006</u>	A	<u>023.261.032</u>	A	<u>023.282.033</u>	A	<u>023.331.031</u>	A
<u>023.233.018</u>	A	<u>023.261.039</u>	A	<u>023.282.040</u>	A	<u>023.331.037</u>	A
<u>023.233.019</u>	A	<u>023.261.040</u>	A	<u>023.282.064</u>	A	<u>023.332.007</u>	A
<u>023.233.021</u>	A	<u>023.261.043</u>	A	<u>023.291.003</u>	A	<u>023.332.013</u>	A
<u>023.233.029</u>	A	<u>023.271.002</u>	A	<u>023.291.014</u>	A	<u>023.332.020</u>	A
<u>023.233.038</u>	A	<u>023.271.006</u>	A	<u>023.291.016</u>	A	<u>023.332.024</u>	A
<u>023.233.040</u>	A	<u>023.271.010</u>	A	<u>023.291.031</u>	A	<u>023.332.028</u>	A
<u>023.233.056</u>	A	<u>023.271.011</u>	A	<u>023.291.032</u>	A	<u>023.333.002</u>	A
<u>023.233.058</u>	A	<u>023.271.013</u>	A	<u>023.291.062</u>	A	<u>023.333.007</u>	A
<u>023.233.062</u>	A	<u>023.271.023</u>	A	<u>023.292.042</u>	A	<u>023.333.024</u>	A
<u>023.233.067</u>	A	<u>023.271.025</u>	A	<u>023.293.045</u>	A	<u>023.333.029</u>	A
<u>023.233.068</u>	A	<u>023.271.027</u>	A	<u>023.302.001</u>	A	<u>023.333.034</u>	A
<u>023.233.075</u>	A	<u>023.271.033</u>	A	<u>023.303.028</u>	A	<u>023.333.035</u>	A
<u>023.233.076</u>	A	<u>023.271.035</u>	A	<u>023.303.045</u>	A	<u>023.333.036</u>	A
<u>023.234.002</u>	A	<u>023.271.043</u>	A	<u>023.311.006</u>	A	<u>023.333.037</u>	A
<u>023.234.003</u>	A	<u>023.271.044</u>	A	<u>023.312.007</u>	A	<u>023.333.038</u>	A
<u>023.234.009</u>	A	<u>023.271.045</u>	A	<u>023.312.012</u>	A	<u>023.333.042</u>	A
<u>023.241.037</u>	A	<u>023.271.047</u>	A	<u>023.312.018</u>	A	<u>023.341.013</u>	A
<u>023.241.042</u>	A	<u>023.271.049</u>	A	<u>023.312.020</u>	A	<u>023.341.019</u>	A
<u>023.243.003</u>	A	<u>023.271.050</u>	A	<u>023.312.021</u>	A	<u>023.341.020</u>	A
<u>023.243.007</u>	A	<u>023.271.051</u>	A	<u>023.312.024</u>	A	<u>023.341.027</u>	A
<u>023.243.008</u>	A	<u>023.271.052</u>	A	<u>023.313.018</u>	A	<u>023.341.028</u>	A
<u>023.243.013</u>	A	<u>023.271.053</u>	A	<u>023.313.020</u>	A	<u>023.341.029</u>	A
<u>023.243.016</u>	A	<u>023.272.001</u>	A	<u>023.321.012</u>	A	<u>023.341.030</u>	A
<u>023.243.024</u>	A	<u>023.272.002</u>	A	<u>023.321.013</u>	A	<u>023.341.031</u>	A
<u>023.243.030</u>	A	<u>023.272.013</u>	B	<u>023.321.014</u>	A	<u>023.341.032</u>	A
<u>023.243.037</u>	A	<u>023.272.014</u>	B	<u>023.321.033</u>	A	<u>023.341.033</u>	A
<u>023.243.038</u>	A	<u>023.272.015</u>	B	<u>023.321.034</u>	A	<u>023.341.065</u>	A
<u>023.243.039</u>	A	<u>023.272.016</u>	A	<u>023.322.001</u>	A	<u>023.341.070</u>	A
<u>023.244.006</u>	A	<u>023.272.017</u>	A	<u>023.322.006</u>	A	<u>023.341.074</u>	A
<u>023.244.008</u>	A	<u>023.272.021</u>	A	<u>023.322.010</u>	A	<u>023.341.077</u>	A
<u>023.244.010</u>	A	<u>023.272.022</u>	A	<u>023.322.016</u>	A	<u>023.341.078</u>	A

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<u>023.352.030</u>	A	<u>023.382.018</u>	A	<u>023.391.054</u>	A	<u>023.423.008</u>	A
<u>023.352.034</u>	A	<u>023.382.020</u>	A	<u>023.391.058</u>	A	<u>023.423.009</u>	A
<u>023.352.038</u>	A	<u>023.382.021</u>	A	<u>023.392.001</u>	A	<u>023.423.018</u>	A
<u>023.353.003</u>	A	<u>023.382.028</u>	A	<u>023.392.013</u>	A	<u>023.423.019</u>	A
<u>023.353.004</u>	A	<u>023.382.031</u>	A	<u>023.392.028</u>	A	<u>023.423.020</u>	A
<u>023.353.007</u>	A	<u>023.382.032</u>	A	<u>023.401.005</u>	A	<u>023.423.037</u>	A
<u>023.353.013</u>	A	<u>023.382.033</u>	A	<u>023.401.020</u>	A	<u>023.424.004</u>	A
<u>023.353.014</u>	A	<u>023.382.034</u>	A	<u>023.401.023</u>	A	<u>023.424.005</u>	A
<u>023.353.018</u>	A	<u>023.382.038</u>	A	<u>023.401.024</u>	A	<u>023.424.006</u>	A
<u>023.353.023</u>	A	<u>023.382.044</u>	A	<u>023.402.001</u>	A	<u>023.424.007</u>	A
<u>023.353.025</u>	A	<u>023.382.046</u>	A	<u>023.402.006</u>	A	<u>023.424.008</u>	A
<u>023.353.033</u>	A	<u>023.382.050</u>	A	<u>023.402.007</u>	A	<u>023.424.009</u>	A
<u>023.353.034</u>	A	<u>023.382.055</u>	A	<u>023.402.014</u>	A	<u>023.424.028</u>	A
<u>023.353.045</u>	A	<u>023.382.056</u>	A	<u>023.402.015</u>	A	<u>023.424.028.002</u>	A
<u>023.353.049</u>	A	<u>023.383.013</u>	A	<u>023.402.018</u>	A	<u>023.424.028.003</u>	A
<u>023.353.057</u>	B	<u>023.383.014</u>	A	<u>023.403.008</u>	A	<u>023.425.002</u>	A
<u>023.361.020</u>	A	<u>023.383.039</u>	A	<u>023.403.019</u>	A	<u>023.425.060</u>	A
<u>023.361.041</u>	A	<u>023.383.041</u>	A	<u>023.403.024</u>	A	<u>023.425.061</u>	A
<u>023.361.052</u>	A	<u>023.383.057</u>	A	<u>023.403.026</u>	A	<u>023.432.005</u>	A
<u>023.362.008</u>	A	<u>023.383.059</u>	A	<u>023.411.002</u>	A	<u>023.432.011</u>	A
<u>023.363.001</u>	A	<u>023.383.060</u>	A	<u>023.411.003</u>	A	<u>023.432.020</u>	A
<u>023.363.002</u>	A	<u>023.383.061</u>	A	<u>023.411.004</u>	B	<u>023.432.022</u>	A
<u>023.363.020</u>	A	<u>023.391.001</u>	A	<u>023.411.005</u>	B	<u>023.441.008</u>	A
<u>023.371.005</u>	A	<u>023.391.004</u>	A	<u>023.411.006</u>	B	<u>023.451.008</u>	A
<u>023.371.012</u>	A	<u>023.391.009</u>	A	<u>023.411.007</u>	B	<u>023.451.009</u>	A
<u>023.372.004</u>	A	<u>023.391.011</u>	A	<u>023.411.008</u>	B	<u>023.451.011</u>	A
<u>023.372.008</u>	A	<u>023.391.016</u>	A	<u>023.411.009</u>	B	<u>023.451.015</u>	A
<u>023.373.005</u>	A	<u>023.391.018</u>	A	<u>023.411.019</u>	A	<u>023.451.016</u>	A
<u>023.373.008</u>	A	<u>023.391.019</u>	A	<u>023.411.020</u>	A	<u>023.451.019</u>	A
<u>023.373.009</u>	A	<u>023.391.021</u>	A	<u>023.411.024</u>	B	<u>023.451.020</u>	A
<u>023.373.010</u>	A	<u>023.391.026</u>	A	<u>023.422.023</u>	A	<u>023.451.021</u>	A
<u>023.373.011</u>	A	<u>023.391.027</u>	A	<u>023.422.028</u>	A	<u>023.451.026</u>	B
<u>023.373.012</u>	A	<u>023.391.028</u>	A	<u>023.422.029</u>	A	<u>023.451.027</u>	B
<u>023.373.034</u>	A	<u>023.391.035</u>	A	<u>023.422.032</u>	A	<u>023.451.028</u>	B
<u>023.373.035</u>	A	<u>023.391.036</u>	A	<u>023.423.001</u>	A	<u>023.451.029</u>	B
<u>023.373.039</u>	A	<u>023.391.048</u>	A	<u>023.423.002</u>	A	<u>023.451.031</u>	B
<u>023.373.040</u>	A	<u>023.391.049</u>	A	<u>023.423.003</u>	A	<u>023.451.032</u>	B
<u>023.373.041</u>	A	<u>023.391.050</u>	A	<u>023.423.004</u>	A	<u>023.451.036</u>	A
<u>023.381.042</u>	A	<u>023.391.051</u>	A	<u>023.423.005</u>	A	<u>023.452.008</u>	A
<u>023.381.049</u>	A	<u>023.391.052</u>	A	<u>023.423.006</u>	A	<u>023.452.016</u>	A
<u>023.381.056</u>	A	<u>023.391.053</u>	A	<u>023.423.007</u>	A	<u>023.452.017</u>	A

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<u>023.453.002</u>	A	<u>023.492.021</u>	A	<u>024.013.027</u>	A	<u>024.033.010</u>	A
<u>023.453.004</u>	A	<u>023.492.022</u>	A	<u>024.013.032</u>	A	<u>024.033.012</u>	A
<u>023.461.002</u>	A	<u>023.492.023</u>	A	<u>024.013.039</u>	A	<u>024.033.014</u>	A
<u>023.461.012</u>	A	<u>023.492.024</u>	A	<u>024.013.040</u>	A	<u>024.033.015</u>	A
<u>023.461.020</u>	A	<u>023.492.025</u>	A	<u>024.013.047</u>	A	<u>024.033.021</u>	A
<u>023.461.021</u>	A	<u>023.492.026</u>	A	<u>024.013.048</u>	A	<u>024.033.034</u>	A
<u>023.461.024</u>	A	<u>023.492.027</u>	A	<u>024.013.049</u>	A	<u>024.033.036</u>	A
<u>023.461.028</u>	A	<u>023.492.028</u>	A	<u>024.021.007</u>	A	<u>024.033.037</u>	A
<u>023.462.009</u>	A	<u>023.492.029</u>	A	<u>024.021.015</u>	A	<u>024.033.042</u>	A
<u>023.462.012</u>	A	<u>023.492.030</u>	A	<u>024.021.017</u>	A	<u>024.033.045</u>	A
<u>023.462.013</u>	A	<u>023.492.031</u>	A	<u>024.021.021</u>	A	<u>024.033.047</u>	A
<u>023.462.015</u>	A	<u>023.492.032</u>	A	<u>024.021.030</u>	A	<u>024.033.048</u>	A
<u>023.462.016</u>	A	<u>023.492.033</u>	A	<u>024.021.034</u>	A	<u>024.033.049</u>	A
<u>023.462.022</u>	A	<u>024.011.001</u>	A	<u>024.021.042</u>	A	<u>024.033.050</u>	A
<u>023.471.001</u>	A	<u>024.011.008</u>	A	<u>024.021.043</u>	A	<u>024.033.051</u>	A
<u>023.471.018</u>	A	<u>024.011.017</u>	A	<u>024.022.014</u>	A	<u>024.034.012</u>	A
<u>023.471.027</u>	A	<u>024.011.019</u>	A	<u>024.022.025</u>	A	<u>024.034.013</u>	A
<u>023.481.001</u>	A	<u>024.011.021</u>	A	<u>024.022.038</u>	A	<u>024.034.035</u>	A
<u>023.481.010</u>	A	<u>024.011.035</u>	A	<u>024.022.039</u>	A	<u>024.034.043</u>	A
<u>023.481.015</u>	A	<u>024.011.043</u>	A	<u>024.022.053</u>	A	<u>024.034.045</u>	A
<u>023.482.004</u>	A	<u>024.011.044</u>	A	<u>024.022.054</u>	A	<u>024.034.048</u>	A
<u>023.492.001</u>	A	<u>024.011.047</u>	A	<u>024.022.055</u>	A	<u>024.034.056</u>	A
<u>023.492.002</u>	A	<u>024.011.049</u>	A	<u>024.031.003</u>	A	<u>024.041.003</u>	A
<u>023.492.003</u>	A	<u>024.011.055</u>	A	<u>024.031.004</u>	A	<u>024.041.005</u>	A
<u>023.492.004</u>	A	<u>024.011.056</u>	A	<u>024.031.005</u>	A	<u>024.041.007</u>	A
<u>023.492.005</u>	A	<u>024.011.057</u>	A	<u>024.031.007</u>	A	<u>024.041.010</u>	A
<u>023.492.006</u>	A	<u>024.011.060</u>	A	<u>024.031.008</u>	A	<u>024.041.011</u>	A
<u>023.492.007</u>	A	<u>024.011.061</u>	A	<u>024.031.009</u>	A	<u>024.041.022</u>	A
<u>023.492.008</u>	A	<u>024.012.004</u>	A	<u>024.031.012</u>	A	<u>024.041.023</u>	A
<u>023.492.009</u>	A	<u>024.012.005</u>	A	<u>024.031.019</u>	A	<u>024.042.017</u>	A
<u>023.492.010</u>	A	<u>024.012.008</u>	A	<u>024.031.020</u>	A	<u>024.042.024</u>	A
<u>023.492.011</u>	A	<u>024.012.009</u>	A	<u>024.031.023</u>	A	<u>024.042.030</u>	A
<u>023.492.012</u>	A	<u>024.012.010</u>	A	<u>024.031.028</u>	A	<u>024.042.039</u>	A
<u>023.492.013</u>	A	<u>024.012.013</u>	A	<u>024.032.009</u>	A	<u>024.042.045</u>	A
<u>023.492.014</u>	A	<u>024.012.014</u>	A	<u>024.032.011</u>	A	<u>024.042.046</u>	A
<u>023.492.015</u>	A	<u>024.012.015</u>	A	<u>024.032.012</u>	A	<u>024.042.047</u>	A
<u>023.492.016</u>	A	<u>024.012.018</u>	B	<u>024.032.016</u>	A	<u>024.042.052</u>	A
<u>023.492.017</u>	A	<u>024.013.016</u>	A	<u>024.032.017</u>	A	<u>024.043.007</u>	A
<u>023.492.018</u>	A	<u>024.013.022</u>	A	<u>024.033.003</u>	A	<u>024.043.008</u>	A
<u>023.492.019</u>	A	<u>024.013.023</u>	A	<u>024.033.005</u>	A	<u>024.043.009</u>	A
<u>023.492.020</u>	A	<u>024.013.025</u>	A	<u>024.033.009</u>	A	<u>024.043.018</u>	A

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<u>024.043.019</u>	A	<u>024.062.040</u>	A	<u>024.092.013</u>	A	<u>024.123.016</u>	A
<u>024.043.021</u>	A	<u>024.062.042</u>	A	<u>024.092.019</u>	A	<u>024.123.019</u>	A
<u>024.043.023</u>	A	<u>024.062.043</u>	A	<u>024.092.024</u>	A	<u>024.123.023</u>	A
<u>024.052.004</u>	A	<u>024.062.045</u>	A	<u>024.092.026</u>	A	<u>024.123.028</u>	A
<u>024.053.002</u>	A	<u>024.063.055</u>	A	<u>024.093.011</u>	A	<u>024.123.042</u>	A
<u>024.053.003</u>	A	<u>024.063.085</u>	A	<u>024.093.032</u>	A	<u>024.123.050</u>	A
<u>024.053.005</u>	A	<u>024.071.021</u>	A	<u>024.101.001</u>	A	<u>024.123.056</u>	A
<u>024.053.006</u>	A	<u>024.071.029</u>	A	<u>024.101.023</u>	A	<u>024.131.009</u>	A
<u>024.053.011</u>	A	<u>024.081.002</u>	A	<u>024.101.024</u>	A	<u>024.131.010</u>	A
<u>024.054.010</u>	A	<u>024.081.005</u>	A	<u>024.101.041</u>	A	<u>024.131.013</u>	A
<u>024.061.009</u>	A	<u>024.081.014</u>	A	<u>024.101.042</u>	A	<u>024.131.017</u>	A
<u>024.061.010</u>	A	<u>024.081.015</u>	A	<u>024.101.050</u>	A	<u>024.131.024</u>	A
<u>024.061.011</u>	A	<u>024.081.017</u>	A	<u>024.102.008</u>	A	<u>024.131.035</u>	A
<u>024.061.013</u>	A	<u>024.081.020</u>	A	<u>024.102.017</u>	A	<u>024.131.040</u>	A
<u>024.061.023</u>	A	<u>024.081.021</u>	A	<u>024.102.024</u>	A	<u>024.132.005</u>	A
<u>024.061.025</u>	A	<u>024.081.028</u>	A	<u>024.102.026</u>	A	<u>024.132.016</u>	A
<u>024.061.027</u>	A	<u>024.081.030</u>	A	<u>024.103.002</u>	A	<u>024.132.025</u>	A
<u>024.061.028</u>	A	<u>024.081.033</u>	A	<u>024.103.006</u>	A	<u>024.132.031</u>	A
<u>024.061.032</u>	A	<u>024.081.049</u>	A	<u>024.103.007</u>	A	<u>024.132.036</u>	A
<u>024.061.033</u>	A	<u>024.081.051</u>	A	<u>024.103.009</u>	A	<u>024.132.039</u>	A
<u>024.061.042</u>	A	<u>024.081.053</u>	A	<u>024.103.015</u>	A	<u>024.132.040</u>	A
<u>024.061.044</u>	A	<u>024.082.002</u>	A	<u>024.111.017</u>	A	<u>024.141.002</u>	A
<u>024.061.046</u>	A	<u>024.082.003</u>	A	<u>024.112.005</u>	A	<u>024.141.004</u>	A
<u>024.061.049</u>	A	<u>024.082.010</u>	A	<u>024.112.023</u>	A	<u>024.141.007</u>	A
<u>024.061.051</u>	A	<u>024.082.013</u>	A	<u>024.112.034</u>	A	<u>024.141.017</u>	A
<u>024.061.053</u>	A	<u>024.082.016</u>	A	<u>024.112.035</u>	A	<u>024.141.022</u>	A
<u>024.061.054</u>	A	<u>024.082.018</u>	A	<u>024.122.001</u>	A	<u>024.141.023</u>	A
<u>024.061.055</u>	A	<u>024.082.020</u>	A	<u>024.122.003</u>	A	<u>024.141.045</u>	A
<u>024.062.001</u>	A	<u>024.082.022</u>	A	<u>024.122.004</u>	A	<u>024.142.007</u>	A
<u>024.062.002</u>	A	<u>024.091.004</u>	A	<u>024.122.006</u>	A	<u>024.142.008</u>	A
<u>024.062.003</u>	A	<u>024.091.010</u>	A	<u>024.122.012</u>	A	<u>024.142.019</u>	A
<u>024.062.005</u>	A	<u>024.091.014</u>	A	<u>024.122.015</u>	A	<u>024.142.031</u>	A
<u>024.062.006</u>	A	<u>024.091.016</u>	A	<u>024.122.020</u>	A	<u>024.142.032</u>	A
<u>024.062.007</u>	A	<u>024.091.018</u>	A	<u>024.123.002</u>	A	<u>024.142.034</u>	A
<u>024.062.012</u>	A	<u>024.091.027</u>	A	<u>024.123.004</u>	A	<u>024.142.035</u>	A
<u>024.062.014</u>	A	<u>024.092.002</u>	A	<u>024.123.005</u>	A	<u>024.142.037</u>	A
<u>024.062.021</u>	A	<u>024.092.003</u>	A	<u>024.123.006</u>	A	<u>024.142.038</u>	A
<u>024.062.023</u>	A	<u>024.092.004</u>	A	<u>024.123.009</u>	A	<u>024.142.039</u>	A
<u>024.062.029</u>	A	<u>024.092.007</u>	A	<u>024.123.012</u>	A	<u>024.142.041</u>	A
<u>024.062.035</u>	A	<u>024.092.009</u>	A	<u>024.123.013</u>	A	<u>024.143.015</u>	A
<u>024.062.038</u>	A	<u>024.092.012</u>	A	<u>024.123.014</u>	A	<u>024.143.016</u>	A

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<u>024.143.018</u>	A	<u>024.161.026</u>	A	<u>024.181.048</u>	A	<u>024.211.013</u>	A
<u>024.143.019</u>	A	<u>024.161.027</u>	A	<u>024.181.049</u>	A	<u>024.211.021</u>	A
<u>024.143.021</u>	A	<u>024.162.005</u>	A	<u>024.181.050</u>	A	<u>024.211.023</u>	A
<u>024.143.022</u>	A	<u>024.162.010</u>	A	<u>024.181.052</u>	A	<u>024.211.024</u>	A
<u>024.143.023</u>	A	<u>024.162.011</u>	A	<u>024.181.053</u>	A	<u>024.211.026</u>	A
<u>024.143.024</u>	A	<u>024.162.013</u>	A	<u>024.182.014</u>	A	<u>024.211.028</u>	A
<u>024.143.027</u>	A	<u>024.162.014</u>	A	<u>024.182.024</u>	A	<u>024.211.029</u>	A
<u>024.143.028</u>	A	<u>024.162.016</u>	A	<u>024.182.025</u>	A	<u>024.211.032</u>	A
<u>024.143.030</u>	A	<u>024.162.018</u>	A	<u>024.182.028</u>	A	<u>024.211.034</u>	A
<u>024.151.007</u>	A	<u>024.162.019</u>	A	<u>024.182.029</u>	A	<u>024.212.002</u>	A
<u>024.151.009</u>	A	<u>024.162.020</u>	A	<u>024.182.035</u>	A	<u>024.212.003</u>	A
<u>024.151.010</u>	A	<u>024.162.021</u>	A	<u>024.182.041</u>	A	<u>024.212.007</u>	A
<u>024.151.011</u>	A	<u>024.162.023</u>	A	<u>024.182.043</u>	A	<u>024.212.009</u>	A
<u>024.151.014</u>	A	<u>024.162.027</u>	A	<u>024.182.046</u>	A	<u>024.212.011</u>	A
<u>024.151.018</u>	A	<u>024.162.029</u>	A	<u>024.182.053</u>	A	<u>024.212.013</u>	A
<u>024.151.020</u>	A	<u>024.162.031</u>	A	<u>024.182.054</u>	A	<u>024.212.015</u>	A
<u>024.151.021</u>	A	<u>024.162.032</u>	A	<u>024.191.005</u>	A	<u>024.212.017</u>	A
<u>024.151.024</u>	A	<u>024.171.015</u>	A	<u>024.191.006</u>	A	<u>024.212.019</u>	A
<u>024.151.025</u>	A	<u>024.171.017</u>	A	<u>024.191.007</u>	A	<u>024.212.020</u>	A
<u>024.151.029</u>	A	<u>024.171.021</u>	A	<u>024.191.013</u>	A	<u>024.212.021</u>	A
<u>024.151.031</u>	A	<u>024.171.025</u>	A	<u>024.191.024</u>	A	<u>024.212.023</u>	A
<u>024.152.006</u>	A	<u>024.171.026</u>	A	<u>024.191.037</u>	A	<u>024.221.007</u>	A
<u>024.152.007</u>	A	<u>024.171.027</u>	A	<u>024.191.038</u>	A	<u>024.221.014</u>	A
<u>024.152.009</u>	A	<u>024.171.028</u>	A	<u>024.191.052</u>	A	<u>024.221.016</u>	A
<u>024.152.012</u>	A	<u>024.172.005</u>	A	<u>024.191.056</u>	A	<u>024.221.018</u>	A
<u>024.152.014</u>	A	<u>024.172.014</u>	A	<u>024.191.057</u>	A	<u>024.221.029</u>	A
<u>024.152.019</u>	A	<u>024.172.023</u>	A	<u>024.191.058</u>	A	<u>024.221.038</u>	A
<u>024.152.021</u>	A	<u>024.172.031</u>	A	<u>024.191.059</u>	A	<u>024.222.007</u>	A
<u>024.152.024</u>	A	<u>024.181.001</u>	A	<u>024.191.061</u>	A	<u>024.222.014</u>	A
<u>024.152.025</u>	A	<u>024.181.010</u>	A	<u>024.191.062</u>	A	<u>024.222.017</u>	A
<u>024.152.026</u>	A	<u>024.181.011</u>	A	<u>024.191.063</u>	A	<u>024.222.020</u>	A
<u>024.161.004</u>	A	<u>024.181.016</u>	A	<u>024.201.005</u>	A	<u>024.222.023</u>	A
<u>024.161.006</u>	A	<u>024.181.017</u>	A	<u>024.201.011</u>	A	<u>024.231.001</u>	A
<u>024.161.007</u>	A	<u>024.181.018</u>	A	<u>024.201.012</u>	A	<u>024.231.020</u>	A
<u>024.161.009</u>	A	<u>024.181.028</u>	A	<u>024.201.020</u>	A	<u>024.231.022</u>	A
<u>024.161.011</u>	A	<u>024.181.031</u>	A	<u>024.201.021</u>	A	<u>024.231.023</u>	A
<u>024.161.014</u>	A	<u>024.181.033</u>	A	<u>024.201.022</u>	A	<u>024.231.028</u>	A
<u>024.161.016</u>	A	<u>024.181.039</u>	A	<u>024.202.010</u>	A	<u>024.231.035</u>	A
<u>024.161.022</u>	A	<u>024.181.041</u>	A	<u>024.202.011</u>	A	<u>024.231.037</u>	A
<u>024.161.023</u>	A	<u>024.181.042</u>	A	<u>024.202.012</u>	A	<u>024.231.045</u>	A
<u>024.161.025</u>	A	<u>024.181.044</u>	A	<u>024.202.015</u>	A	<u>024.231.046</u>	A

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<u>024.241.004</u>	A	<u>024.253.017</u>	A	<u>024.281.003</u>	A	<u>024.311.007</u>	A
<u>024.241.008</u>	A	<u>024.253.019</u>	A	<u>024.281.008</u>	A	<u>024.311.008</u>	A
<u>024.241.015</u>	A	<u>024.253.020</u>	A	<u>024.281.010</u>	A	<u>024.311.011</u>	A
<u>024.241.019</u>	A	<u>024.261.007</u>	A	<u>024.281.017</u>	A	<u>024.311.012</u>	A
<u>024.241.025</u>	A	<u>024.261.013</u>	A	<u>024.281.021</u>	A	<u>024.311.029</u>	A
<u>024.241.026</u>	A	<u>024.261.017</u>	A	<u>024.281.024</u>	A	<u>024.311.035</u>	A
<u>024.242.025</u>	A	<u>024.261.025</u>	A	<u>024.281.031</u>	A	<u>024.311.036</u>	A
<u>024.242.039</u>	A	<u>024.261.027</u>	A	<u>024.281.032</u>	A	<u>024.311.037</u>	A
<u>024.242.054</u>	A	<u>024.261.040</u>	A	<u>024.282.003</u>	A	<u>024.312.001</u>	A
<u>024.242.055</u>	A	<u>024.261.041</u>	A	<u>024.282.007</u>	A	<u>024.312.002</u>	A
<u>024.243.008</u>	A	<u>024.262.003</u>	A	<u>024.282.019</u>	A	<u>024.312.016</u>	A
<u>024.243.009</u>	A	<u>024.262.014</u>	A	<u>024.282.020</u>	A	<u>024.312.018</u>	A
<u>024.243.010</u>	A	<u>024.262.017</u>	A	<u>024.282.025</u>	A	<u>024.312.022</u>	A
<u>024.243.045</u>	A	<u>024.262.020</u>	A	<u>024.282.032</u>	A	<u>024.312.023</u>	A
<u>024.243.054</u>	A	<u>024.262.021</u>	A	<u>024.291.006</u>	A	<u>024.312.026</u>	A
<u>024.243.056</u>	A	<u>024.262.023</u>	A	<u>024.291.007</u>	A	<u>024.312.029</u>	A
<u>024.243.058</u>	A	<u>024.262.024</u>	A	<u>024.291.010</u>	A	<u>024.312.030</u>	A
<u>024.243.059</u>	A	<u>024.262.025</u>	A	<u>024.291.011</u>	A	<u>024.312.034</u>	A
<u>024.252.003</u>	A	<u>024.262.032</u>	A	<u>024.291.012</u>	A	<u>024.312.035</u>	A
<u>024.252.004</u>	A	<u>024.262.036</u>	A	<u>024.291.013</u>	A	<u>024.312.037</u>	A
<u>024.252.005</u>	A	<u>024.262.038</u>	A	<u>024.291.015</u>	A	<u>024.321.003</u>	A
<u>024.252.013</u>	A	<u>024.262.043</u>	A	<u>024.291.017</u>	A	<u>024.321.004</u>	A
<u>024.252.022</u>	A	<u>024.262.044</u>	A	<u>024.291.020</u>	A	<u>024.321.005</u>	A
<u>024.252.023</u>	A	<u>024.271.006</u>	A	<u>024.291.021</u>	A	<u>024.321.006</u>	A
<u>024.252.024</u>	A	<u>024.271.010</u>	A	<u>024.291.028</u>	A	<u>024.321.010</u>	A
<u>024.252.035</u>	A	<u>024.271.011</u>	A	<u>024.291.029</u>	A	<u>024.321.019</u>	A
<u>024.252.037</u>	A	<u>024.271.019</u>	A	<u>024.291.031</u>	A	<u>024.321.024</u>	A
<u>024.252.038</u>	A	<u>024.271.020</u>	A	<u>024.291.032</u>	A	<u>024.321.025</u>	A
<u>024.252.042</u>	A	<u>024.271.021</u>	A	<u>024.301.004</u>	A	<u>024.321.026</u>	A
<u>024.252.043</u>	A	<u>024.271.022</u>	A	<u>024.301.009</u>	A	<u>024.321.032</u>	A
<u>024.252.046</u>	A	<u>024.272.014</u>	A	<u>024.301.010</u>	A	<u>024.321.033</u>	A
<u>024.253.001</u>	A	<u>024.273.006</u>	A	<u>024.301.015</u>	A	<u>024.321.034</u>	A
<u>024.253.002</u>	A	<u>024.273.013</u>	A	<u>024.301.024</u>	A	<u>024.321.037</u>	A
<u>024.253.003</u>	A	<u>024.273.016</u>	A	<u>024.301.030</u>	B	<u>024.321.039</u>	A
<u>024.253.006</u>	A	<u>024.273.017</u>	A	<u>024.301.032</u>	A	<u>024.322.002</u>	B
<u>024.253.007</u>	A	<u>024.273.019</u>	A	<u>024.301.034</u>	A	<u>024.322.004</u>	B
<u>024.253.010</u>	A	<u>024.273.020</u>	A	<u>024.311.002</u>	A	<u>024.322.008</u>	B
<u>024.253.011</u>	A	<u>024.273.025</u>	A	<u>024.311.003</u>	A	<u>024.322.010</u>	B
<u>024.253.012</u>	A	<u>024.273.026</u>	A	<u>024.311.004</u>	A	<u>024.322.012</u>	B
<u>024.253.014</u>	A	<u>024.273.027</u>	A	<u>024.311.005</u>	A	<u>024.322.013</u>	B
<u>024.253.016</u>	A	<u>024.273.028</u>	A	<u>024.311.006</u>	A	<u>024.322.014</u>	B

Exhibit A to Resolution 12-2020
2020 FHFRP
Master Parcel List

<u>024.322.015</u>	B	<u>024.354.012</u>	A	Use Code A = all cut
<u>024.322.017</u>	B	<u>024.354.013</u>	A	Use Code B = break cut
<u>024.322.018</u>	B	<u>024.354.014</u>	A	
<u>024.322.019</u>	B	<u>024.354.015</u>	A	
<u>024.322.020</u>	B	<u>024.354.016</u>	A	
<u>024.331.005</u>	A	<u>024.354.019</u>	A	
<u>024.331.011</u>	A	<u>024.354.020</u>	A	
<u>024.331.017</u>	A	<u>024.354.021</u>	A	
<u>024.331.019</u>	A	<u>024.354.022</u>	A	
<u>024.331.023</u>	A	<u>024.354.023</u>	A	
<u>024.331.024</u>	A	<u>024.361.016</u>	A	
<u>024.331.029</u>	A	<u>024.361.021</u>	A	
<u>024.331.032</u>	A	<u>024.361.025</u>	A	
<u>024.332.011</u>	A	<u>024.361.027</u>	A	
<u>024.332.013</u>	A	<u>024.361.028</u>	A	
<u>024.332.015</u>	A	<u>024.361.029</u>	A	
<u>024.332.019</u>	A	<u>024.361.030</u>	A	
<u>024.332.024</u>	A	<u>024.361.031</u>	A	
<u>024.332.026</u>	A	<u>024.361.033</u>	A	
<u>024.341.029</u>	A	<u>024.362.020</u>	A	
<u>024.341.033</u>	A	<u>024.371.004</u>	A	
<u>024.341.034</u>	A	<u>024.371.009</u>	A	
<u>024.342.010</u>	A	<u>024.371.022</u>	A	
<u>024.342.017</u>	A	<u>024.371.024</u>	B	
<u>024.342.022</u>	A	<u>024.372.008</u>	A	
<u>024.342.023</u>	A	<u>024.372.010</u>	A	
<u>024.352.006</u>	A	<u>024.372.013</u>	A	
<u>024.352.008</u>	A	<u>024.372.015</u>	A	
<u>024.352.013</u>	A	<u>024.372.017</u>	A	
<u>024.353.005</u>	A	<u>024.372.019</u>	A	
<u>024.353.010</u>	A	<u>024.381.008</u>	A	
<u>024.353.014</u>	A	<u>024.382.002</u>	A	
<u>024.353.022</u>	A	<u>024.382.003</u>	A	
<u>024.353.023</u>	A	<u>024.382.014</u>	A	
<u>024.353.025</u>	A	<u>024.382.019</u>	A	
<u>024.353.029</u>	A	<u>024.383.009</u>	A	
<u>024.353.030</u>	A	<u>024.383.011</u>	A	
<u>024.353.031</u>	A	<u>024.383.014</u>	A	
<u>024.353.041</u>	A	<u>024.383.015</u>	A	
<u>024.354.002</u>	A			
<u>024.354.006</u>	A			

Total Parcels: 1,882

CAMBRIA COMMUNITY SERVICES DISTRICT

DIRECTORS:

HARRY FARMER, President
 CINDY STEIDEL, Vice President
 AMANDA RICE, Director
 DAVID PIERSON, Director
 DONN HOWELL, Director


OFFICERS:

JOHN F. WEIGOLD IV, 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

2020

FIRE HAZARD FUEL REDUCTION PROGRAM SCHEDULE

- | | |
|-----------|--|
| 4/16/2020 | Declaration of Public Nuisance |
| 4/17/2020 | Notices sent to parcel owners; parcel cutting starts |
| 5/13/2020 | Advertise FHFRP Contract |
| 6/3/2020 | RFP Deadline
To Be Submitted by 12PM, to CCSD Admin Office |
| 6/11/2020 | Award Contract, CCSD Board Meeting |
| 7/15/2020 | Abatement Deadline
Final Inspections |
| 8/1/2020 | CCSD Contract List for Abatement Completed |
| 8/13/2020 | CCSD Public Hearing/Contract List for Abatement Considered by Board for Approval |
| 8/14/2020 | CCSD Contractor Starts Lot Clearing |
| 9/18/2020 | CCSD Contractor Deadline
Final Inspections |

CAMBRIA COMMUNITY SERVICES DISTRICT

DIRECTORS:

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CINDY STEIDEL, Vice President
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DAVID PIERSON, Director
DONN HOWELL, Director



OFFICERS:

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Telephone (805) 927-6223 • Facsimile (805) 927-5584

April 17, 2020

APN: <<INSERT APN>>

Owner Name
Mailing Address
City, State, Zip Code

Dear Property Owner:
re

NOTICE TO DESTROY WEEDS

**Per California Health & Safety Code Section 14875 et seq.
CCSD Resolution 12-2020**

Notice is hereby given that on April 16, 2020 the Cambria Community Services District (“CCSD”) Board of Directors passed Resolution 12-2020 declaring that noxious, dangerous, seasonal and/or recurring weeds were growing upon or in front of your property, and more particularly described in said Resolution and that the same constitute a public nuisance which must be abated by the removal of said noxious, dangerous, seasonal and/or recurring weeds, otherwise they will be removed and the nuisance abated by the CCSD Fire Department authorities, in which case the cost of such removal shall be assessed upon the lots and lands from which or in front of which such weeds are removed and such cost will constitute a lien upon such lots or lands until paid. Reference is hereby made to said Resolution further particulars.

All property owners having any objections to the proposed removal of such weeds are hereby notified to attend a meeting of the Board of Directors of Cambria Community Services District, to be held **August 13, 2020, 2:00 PM**, Veterans Memorial Building, Cambria, when their objections will be heard and given due consideration.

Dated: April 17, 2020

This annual requirement is an effort to reduce the fire hazard caused by the accumulation of combustible materials on vacant parcels. Keep in mind that the forest helps define Cambria and it is important that we reduce the fire hazard without destroying its ability to regenerate. **Make every effort to protect seedlings, young native trees, ferns and bushes by marking them prior to cutting. Property owners are required to clear all combustible vegetation and/or debris from their property by the July 15, 2020 deadline.**

The following are guidelines to help you comply:

- Remove combustible construction materials, and trash from the property.
- Trim weeds and annual grasses to 4 inches in height. Avoid exposing bare soil or creating a situation that would encourage erosion.
- All down trees and rounds, or dead limbs within 30 feet of any structure must be removed. Tree stumps fallen over shall be cut and retain no more than six feet of the log within this 30-foot zone.
- All down trees beyond 30 feet from any structure 12 inches in diameter or greater may remain on the parcel. However, the entire trunk must be completely on the ground. Materials less than 12 inches in diameter shall be cut and removed from the property.
- All standing dead trees that pose a safety risk to improved property and/or infrastructure shall be removed.
- Remove ladder vegetation from under trees and shrubs, maintaining 6 feet of vertical clearance for trees greater than 20 feet in height.
- All Poison Oak, Scotch/Irish/French or other broom type plants, Pampas grass, Jubata grass and (Crocoshia) also known as Fire Weed, shall be removed. Isolated specimens may be left with greater than ten (10) feet separation and all dead material is removed.
- Please refer to the informational flyer available on-line for additional clearance information and restrictions at www.cambriacsd.org.

The owner of record at the time of notification is responsible for clearance of the parcel. Lot owners having clearance done by local contractors will need to work closely with their contractor to ensure your parcel gets inspected by the CCSD Fire Department. Those parcels not in compliance by the July 15, 2020 deadline will be placed on a list to be abated by the CCSD’s contractor. Cost for abatement for each parcel includes the contractor’s charge for services, plus a \$100.00 administrative charge if paid within 90 days of receiving bill, a \$200.00 administrative charge if paid later. The CCSD is not responsible for the contractor’s charges.

If you have property that no longer requires abatement (e.g., a parcel that has been developed or merged with an improved property), please call (805) 927-6240 and we will remove the parcel number from our list.

Your cooperation is greatly appreciated. Thank you for doing your part to keep Cambria a fire-safe community with a healthy urban forest.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.D.**

FROM: John F. Weigold IV, General Manager

Meeting Date: April 16, 2020

Subject: CONSIDERATION OF ADOPTION OF
RESOLUTION 14-2020 AMENDING
THE DISTRICT SALARY SCHEDULE
AND ESTABLISHING A PAY
SCHEDULE FOR THE POSITIONS OF
WATER SYSTEMS
SUPERINTENDENT AND
WASTEWATER SYSTEMS
SUPERINTENDENT

RECOMMENDATIONS:

Staff recommends that the Board of Directors adopt Resolution 14-2020 amending the CCSD salary schedule and establishing a pay schedule for the positions of Water Systems Superintendent and Wastewater Systems Superintendent.

FISCAL IMPACT:

The proposed salary range for the Water Systems Superintendent and the Wastewater Systems Superintendent is \$98,724-\$120,000 annually, with each step as follows:

Step A	Step B	Step C	Step D	Step E
\$98,724	\$103,660	\$108,843	\$114,285	\$120,000

Water Fund – The overall budget impact to the Water Fund will result in savings for FY 2019/20, due to the consolidation of the Sustainable Water Facilities Chief Plant Operator (SWF CPO) and the Water Supervisor positions, as well as from other department vacancies. The salary difference (increase) for the Water Systems Superintendent is estimated at \$3,226 plus benefits for the remainder of the fiscal year and will be offset by anticipated savings of \$113,411 in the overall Water Fund budget.

Wastewater Fund - The overall impact to the Wastewater Fund will result in savings for FY 2019/20 due to department vacancies. The salary difference (increase) for the Wastewater Systems Superintendent position is estimated at \$3,226, plus benefits for the remainder of the fiscal year, and will be offset by anticipated salary savings of \$118,291 in the overall Wastewater Fund budget.

DISCUSSION

The General Manager reorganized the Utilities Department following the conclusion of SEIU negotiations. During those negotiations, the non-exempt positions of SWF CPO, Water Supervisor and Wastewater Supervisor were removed from the SEIU MOU. The General Manager created the positions of Water Systems Superintendent and Wastewater Systems Superintendent (now part of the Management Exempt employees group) and eliminated the positions of SWF CPO, Water Supervisor, and Wastewater Supervisor. The functions of the three positions have been subsumed by the positions of the Water Systems Superintendent and the Wastewater Systems Superintendent.

This reorganization more efficiently addresses the needs of the District and aligns the department with generally accepted practices in the utilities industry. These Superintendent positions are management positions that manage specific systems within each respective division. The Water Systems Superintendent will oversee operations for water supply, treatment, distribution, and the Sustainable Water Facility. The Wastewater Systems Superintendent will oversee operations for the wastewater treatment plant, collection system, and recycled water/effluent disposal.

Staff recommends the Board adopt Resolution 14-2020 approving the amended salary schedule and establishing a pay schedule for the positions of Water Systems Superintendent and Wastewater Systems Superintendent.

Attachments: Resolution 14-2020
Exhibit A to Resolution 14-2020 Amended Salary Schedule

RESOLUTION 14-2020

April 16, 2020

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT
AMENDING THE DISTRICT'S SALARY SCHEDULE AND
ESTABLISHING A PAY SCHEDULE FOR THE
POSITIONS OF WATER SYSTEMS SUPERINTENDENT AND WASTEWATER
SYSTEMS SUPERINTENDENT

WHEREAS, a need was identified to create the positions of Water Systems Superintendent and Wastewater Systems Superintendent for the Utilities Department; and

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

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

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

1. The revised Cambria Community Services District Salary Schedule, attached hereto as Exhibit A and incorporated herein by reference, is hereby approved.
2. In accordance with CalPERS regulation CCR §570.5, the pay rate and pay schedule for the positions of Water Systems Superintendent and Wastewater Systems Superintendent shall be at the scheduled rates of Step A thru E annually, as follows:

Step A	Step B	Step C	Step D	Step E
\$98,724	\$103,660	\$108,843	\$114,285	\$120,000

3. This Resolution and the salaries contained in Exhibit A shall constitute a publicly available pay schedule as required by Government Code Section 20480. Pursuant to CCR §570.5, it shall be immediately accessible and available for public review during the District's normal business hours.
4. This pay schedule shall be effective immediately on the date of the adoption of this Resolution. This Resolution and the pay schedule

contained herein shall be retained by the District in its official records on a permanent basis.

Resolution 14-2020 was adopted at a Regular Meeting of the Cambria Community Services District on April 16, 2020.

Harry Farmer
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

Haley Dodson
Deputy District Clerk

Timothy J. Carmel
District Counsel

**CAMBRIA COMMUNITY SERVICES DISTRICT
SALARY SCHEDULE
FOR THE PERIOD JULY 1, 2019 THROUGH JUNE 30, 2020
UPDATED APRIL 16, 2020**

POSITION TITLE	STEP A	STEP B	STEP C	STEP D	STEP E	10 YEARS SERVICE STEP E+5%	15 YEARS SERVICE STEP E+7.5%	20 YEARS SERVICE STEP E+10%
SERVICE EMPLOYEES INTERNATIONAL UNION (ANNUAL AMOUNTS) - Wage Increases Effective 1st Full Payroll Following January 16, 2020								
Administration (Includes 1.25% Wage Increase)								
Clerical Assistant	35,623	37,404	39,274	41,238	43,300	45,465	46,547	47,630
Administrative Technician I	42,491	44,615	46,846	49,188	51,648	54,230	55,521	56,812
Administrative Technician II	50,595	53,124	55,781	58,570	61,498	64,573	66,110	67,648
Administrative Technician III	61,459	64,532	67,758	71,146	74,703	78,439	80,306	82,174
Finance Specialist-Payroll/Benefits	61,459	64,532	67,758	71,146	74,703	78,439	80,306	82,174
Facilities & Resources								
Maintenance Technician	45,557	47,835	50,227	52,738	55,375	58,144	59,529	60,913
Water, SWF & Wastewater Operations								
Water Treatment OIT	45,330	47,597	49,977	52,476	55,099	57,854	59,232	60,609
Water Treatment Operator I	47,411	49,782	52,271	54,884	57,629	60,510	61,951	63,392
Water Treatment Operator II	53,708	56,393	59,213	62,174	65,282	68,546	70,178	71,810
Water Systems Operator T3/D2	60,840	63,882	67,076	70,430	73,951	77,649	79,497	81,346
WasteWater Collection System Worker	47,580	49,959	52,457	55,080	57,834	60,725	62,171	63,617
WasteWater Systems OIT	50,085	52,589	55,219	57,980	60,879	63,923	65,445	66,967
WasteWater Systems Operator I	52,646	55,279	58,043	60,945	63,992	67,192	68,792	70,391
Laboratory Technician	58,169	61,077	64,131	67,338	70,705	74,240	76,008	77,775
WasteWater Systems Operator II	59,341	62,308	65,423	68,694	72,129	75,736	77,539	79,342
WasteWater Systems Operator III	65,566	68,844	72,286	75,901	79,696	83,680	85,673	87,665
WasteWater & Water Supervisors & SWF CPO	76,911	80,757	84,795	89,035	93,486	98,161	100,498	102,835
CAMBRIA FIREFIGHTERS (IAFF LOCAL: 4635) (ANNUAL AMOUNTS) (Includes 3.0% Wage Increase)								
Fire Captain	74,815	78,556	82,484	86,608	90,938	95,485	97,759	100,032
Fire Engineer	62,047	65,150	68,407	71,827	75,419	79,190	81,075	82,961
CAMBRIA FIREFIGHTERS (IAFF LOCAL: 4635) (HOURLY AMOUNTS)								
Firefighter (SAFER Grant)	13.65	14.33	15.05	15.80	16.59	N/A	N/A	N/A
CAMBRIA RESERVE FIREFIGHTERS (HOURLY RATE: NO STEPS)								
Reserve Recruit Firefighter **	13.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Firefighter **	13.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Fire Engineer **	14.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reserve Lieutenant **	15.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A
CAMBRIA EXEMPT EMPLOYEES (ANNUAL AMOUNTS)								
Deputy District Clerk (Confidential)	63,804	66,994	70,344	73,861	77,554	N/A	N/A	N/A
Management Analyst	63,804	66,994	70,344	73,861	77,554	N/A	N/A	N/A
Facilities & Resources Supervisor	74,945	78,692	82,627	86,758	91,096	N/A	N/A	N/A
Water Systems Superintendent	98,724	103,660	108,843	114,285	120,000	N/A	N/A	N/A
Wastewater Systems Superintendent	98,724	103,660	108,843	114,285	120,000	N/A	N/A	N/A
Administrative Services Officer/District Clerk (Confidential)	111,572	117,151	123,008	129,159	135,616	N/A	N/A	N/A
Finance Manager	107,900	113,295	118,960	124,908	131,153	N/A	N/A	N/A
District Engineer/Utilities Department Manager	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
Fire Chief	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
Administrative Department Manager (Confidential)	119,771	125,760	132,048	138,650	145,582	N/A	N/A	N/A
General Manager August 1, 2019 (or sooner)- January 31, 2020)	155,000	155,000	155,000	155,000	155,000	N/A	N/A	N/A
General Manager (February 1, 2020)	170,000	170,000	170,000	170,000	170,000	N/A	N/A	N/A
CAMBRIA LIMITED TERM EMPLOYEE (HOURLY RATE: NO STEPS)								
Strategic and Organizational Advisor *	99.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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

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

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

Position with Confidential designation receives 5% pay differential

Red denotes a change

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.E.**

FROM: John F. Weigold IV, General Manager

Meeting Date: April 16, 2020Subject: CONSIDERATION OF ADOPTION OF
RESOLUTION 16-2020 REGARDING
UPDATING THE DISTRICT'S INJURY
AND ILLNESS PREVENTION
PROGRAM

RECOMMENDATIONS:

Staff recommends that the Board of Directors adopt Resolution 16-2020 updating the District's Injury and Illness Prevention Program.

FISCAL IMPACT:

There are no fiscal impacts associated with this item.

DISCUSSION:

On October 28, 1991 the Board of Directors approved Resolution 33-91 establishing an Injury and Illness Prevention Program. The program has not been updated since then and in 2019, staff prepared and implemented an updated Injury and Illness Prevention Program. Staff requests that the Board of Directors adopt Resolution 16-2020 to formally adopt this update. Future updates to the Injury and Illness Prevention Program will be handled by the General Manager.

Attachments: Resolution 33-91
1991 Injury and Illness Prevention Program
Resolution 16-2020
2020 Injury and Illness Prevention Program

CAMBRIA COMMUNITY SERVICES DISTRICT


RECTORS:

ARTHUR VAN RHYN, President
 JOHN R. OLSON, Vice President
 FRANK E. KOCS
 BILL MALONE
 REGINALD R. PERKINS

OFFICERS:

DAVID J. ANDRES
 General Manager

 PAULETTE S. BECK
 District Secretary

P. O. BOX 65
 BRIDGE & CENTER STREET
 CAMBRIA, CALIFORNIA 93428
 805/927-3823
 Telecopier FAX 805/927-5584

RESOLUTION NO 33-91
 DATED OCTOBER 28, 1991

RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMBRIA COMMUNITY
 SERVICES DISTRICT ESTABLISHING
 AN INJURY AND ILLNESS PREVENTION PROGRAM

WHEREAS, The health and on the job safety of the employees of the Cambria Community Services District is of primary importance in all phases of operation and administration of the Cambria Community Services District.

WHEREAS, Senate Bill 198 requires that the Cambria Community Services District develop and implement an injury and illness prevention program.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CAMBRIA COMMUNITY SERVICES DISTRICT that the Cambria Community Services District will maintain a safety and health program conforming to the best practices of agencies of this type.

BE IT FURTHER RESOLVED that the attached "Injury and Illness Prevention Program" dated October 28, 1991 be adopted and implemented.

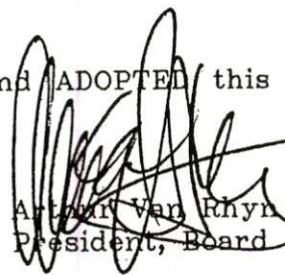
On motion of Director Kocs, seconded by Director Perkins and the following roll call vote, to wit:

AYES: Directors Angel, Olson, Kocs, Perkins, Van Rhyn


NOES:

ABSENT:

The foregoing Resolution was PASSED and ADOPTED this 28th day of October, 1991.


 Arthur Van Rhyn
 President, Board of Directors

ATTEST:


 Paulette Beck
 Secretary, Board of Directors

CAMBRIA COMMUNITY SERVICES DISTRICT
INJURY AND ILLNESS PREVENTION PROGRAM
October 28, 1991

1. Policy Statement and Implementation Responsibility.

It is the policy of the CAMBRIA COMMUNITY SERVICES DISTRICT (CCSD) that accident prevention shall be considered of primary importance in all phases of operation and administration.

It is the intention of the CCSD's management to provide safe and healthy working conditions and to establish and insist upon safe practices at all times by all employees.

The prevention of accidents is an objective effecting all levels of the organization and its activities. It is, therefore, a basic requirement that each supervisor make the safety of employees an integral part of his or her regular management function. It is equally the duty of each employee to accept and follow established safety regulations and procedures.

Employees are expected to assist management in accident prevention activities. Unsafe conditions must be reported. Fellow employees that need help should be assisted. Everyone is responsible for the housekeeping duties that pertain to their jobs.

Any injury that occurs on the job, even a slight cut or strain, must be reported to management as soon as possible. In no circumstance, except an emergency, should an employee leave a shift without reporting an injury that occurred.

The Injury and Illness Prevention Program outlines the CCSD's policies and procedures to maintain a safe and healthy work environment for all employees.

Responsibility for implementing the Injury Prevention Program is given to Robert Hamilton. He will coordinate all efforts and oversee the enforcement of all company safety rules and policies.

2. Ensurance of Compliance

- a. Employees will be rewarded for safe practices through the use of the Employee Incentive Program. At the end of every quarter each employee without a lost time injury will be given an award. The type of award will be determined by the General Manager of the CCSD.
- b. Employees will be trained in safe practices. If unsafe practices are observed, the employee will be retrained to ensure that they comply with safe work practices.
- c. Disciplinary action will be used to ensure that employees follow safe work practices. If unsafe practices are observed, the employee will first be given a verbal warning. A second violation will result in a written reprimand. A third violation can result in an 8 hour suspension without pay. The fourth violation can result in termination. (If this policy is in conflict with any labor agreement the provisions of the labor agreement shall prevail.)

3. Communication

- a. During the initial safety orientation, workers will be informed of the importance of safety at CCSD. Workers will be encouraged to report any unsafe conditions to Robert Hamilton or their immediate supervisor without fear of reprisal.
- b. During safety meeting, employees will be encouraged to report any unsafe conditions, and to discuss occupational health concerns.
- c. Posters will be placed on employees' bulletin boards, encouraging employees to report any unsafe conditions or occupational health concerns.
- d. An anonymous suggestions box will be placed in the CCSD office, for the purpose of receiving safety and health suggestions.
- e. The CCSD's Code of Safe Practices, attached, shall be posted at a conspicuous location in each of the CCSD departmental offices, and shall be provided to each supervisory employee who shall keep it readily available.
- f. Periodic meeting (at least one per quarter) of supervisory employees shall be held under the direction the General Manager for the discussion of safety problems and accidents that have occurred. Documentation of these meetings shall be maintained for three (3) years.
- g. Supervisory employees shall conduct "toolbox" or "tailgate" safety meetings or equivalent, with their crew(s) at least every 10 working days, (preferably once a week), to emphasize safety. Documentation of these meetings shall be maintained for three (3) years.
- h. General employee meetings shall be conducted (at least once each quarter) at which safety is freely and openly discussed by those present. Such meetings should be regular, scheduled, and announced to all employees so that maximum employee attendance can be achieved. Documentation of these meetings shall be maintained for three (3) years. Discussions at these meetings should concentrate on:
 1. Occupational accident and injury history within the CCSD, with possible comparison to other similar agencies.
 2. Feedback from employees.
 3. Guest speakers from the CCSD's workers' compensation insurance carrier or other agencies concerned with safety.
 4. Brief audio-visual materials that relate to the CCSD's operation.

All safety and health suggestions will be reviewed by Robert Hamilton, who will determine if an inspection, further training, or any other action is necessary.

MINUTES OF SAFETY COMMITTEE MEETING

CENTRAL COMMITTEE	<input type="checkbox"/> DEPARTMENTAL COMMITTEE	DEPT. (if applicable)	DATE OF MEETING	TIME OF MEETING
CHAIRMAN		SECRETARY		DATE OF NEXT MEETING
COMMITTEE MEMBERS AND GUESTS	NAME		POSITION	
PENDING BUSINESS	GENERAL			
PRIOR RECOMMENDATIONS	COMPLETED SINCE LAST MEETING			
	UNDER CONSIDERATION			
	DROPPED (recommendation number, reason)			
ACCIDENTS AND NEW RECOMMENDATIONS	ACCIDENTS (date, name, descriptions)			
	NEW RECOMMENDATIONS			
OTHER SAFETY ACTIVITIES	NEW			
	ITEMS THAT SHOULD RECEIVE PUBLICITY			

EMPLOYEE'S SAFETY SUGGESTION

FOR SAFETY COMMITTEE USE

YEAR

NUMBER

EMPLOYEE'S NAME

DATE

SUPERVISOR'S NAME

PRACTICE OR CONDITION NOT

SUGGESTION

BENEFITS EXPECTED FROM CHANGE

ACTI

(For Committee)

CENTRAL COMMITTEE
DEPARTMENT COMMITTEE

DATE ACTED ON

DATE ACTED ON

DATE OF FINAL ACTION NOTICE TO SUGGESTOR

IMPLEMENTATION DATE

4. Identification of Hazards

Inspections will be performed quarterly by department superintendents to identify and evaluate workplace hazards. The initial inspection will take place by November 15, 1991 and a checklist will be developed for use in subsequent inspections.

Inspections will also be performed whenever a new process or substance is introduced, when the CCSD receives information a CCSD process or substance is hazardous, as part of an accident investigation, and when a safety hazard is reported. These inspections can be limited to the substance or process in question.

All inspections will be documented by using the Hazard Checklist, which will be signed and dated by the inspector. The inspector will correct, or arrange to correct all hazards identified.



HAZARD CHECK LIST

DISTRIBUTION
 — COPY TO DEPT. HEAD
 — COPY TO DEPT. SAFETY COMMITTEE

SATISFACTORY

NEEDS SOME ATTENTION

NEEDS IMMEDIATE ATTENTION

DATE 1/1/91	INSPECTOR Clouseau	TITLE General Manager				COMMENTS
----------------	-----------------------	--------------------------	--	--	--	----------

LADDER SAFETY (check condition of rungs, braces)

TRACTOR SAFETY (P.T.O.'s, accessories)

HAND TOOLS (handles, sharpening)

SHOP SAFETY (housekeeping, power tool condition)

PERSONAL PROTECTIVE EQUIPMENT (availability, condition)

WORK PRACTICES (proper lifting, techniques)

RECOMMENDATIONS (COMPLETE FOR ALL ITEMS WHICH NEED IMMEDIATE ATTENTION)

ACTION TAKEN

**STATE
COMPENSATION
INSURANCE
FUND**

**HAZARD
CHECK LIST**

DISTRIBUTION
— COPY TO DEPT. HEAD
— COPY TO DEPT. SAFETY COMMITTEE

SATISFACTORY

NEEDS SOME ATTENTION

NEEDS IMMEDIATE ATTENTION

DATE

INSPECTOR

TITLE

COMMENTS

RECOMMENDATIONS (COMPLETE FOR ALL ITEMS WHICH NEED IMMEDIATE ATTENTION)

ACTION TAKEN

5. Accident Investigation

All occupational injuries and illnesses resulting from employment with CCSD will be investigated by the injured's supervisor, using the Supervisor's Report of Accident form. The investigation report will be reviewed by Dave Andres and Bob Hamilton. Particular attention will be given to ways of preventing future occurrences of the incidents which caused the injury or illness.

HOW TO CONDUCT AN INVESTIGATION

Investigations should be conducted in a positive manner and should follow the five basic steps below:

1. COLLECT FACTS
2. DETERMINE CAUSES
3. RECOMMEND WAYS TO PREVENT SIMILAR INCIDENTS
4. COMMUNICATE RECOMMENDATIONS
5. FOLLOW UP TO ENSURE THE RECOMMENDATIONS ARE FOLLOWED

- * All findings should be recorded.
- * Investigate an accident as soon as possible, because site conditions may change and witnesses may become unavailable, forget details, or influence each other.
- * Keep conditons at the scene unchanged until the investigation is over. If this is not possible, photograph the site before changes can occur.
- * Interview the injured employee first, if possible, and hold the interview at the scene so the employee can demonstrate what happened.

1. COLLECTING FACTS:

- * Visit the scene of the accident.
- * Inspect all equipment involved in the accident, including maintenance history and condition.
- * Interview all witnesses separately.
- * Re-enact job procedures.
- * Review injured employee work duties and job procedures.
- * Review prior complaints, problems noted, training records, accidents, etc.

Injured party and witnesses should know that the intent of the investigation is to prevent future injuries, and not to find fault or blame.

All questions asked should evoke explanations and not brief answers.

Sample questions:

Will you please describe how you were trained on the job?

What distractions were present?

What safety considerations are necessary for the job?

What would you do to prevent the accident from occurring?

2. DETERMINE CAUSE:

- * The investigation team does more than report facts, it also interprets and draws conclusions.
- * Stay away from terms such as carelessness, poor judgement, bad attitude, and similar terms...they do not suggest actions that can prevent similar accidents and promote change.
- * Personnel conducting the investigation should look at both the immediate and underlying causes because they often are interrelated.

Example:

Immediate causes may include; taking a shortcut, poor body position, using a wrong tool, disregard for risk, and not following procedure. Related underlying causes include poor training, lack of enforcement of rules, low safety morale, poor maintenance, and a crowded work area.

- * An immediate cause usually involves only the employee. It is the last link in a chain of events that begins with a deficiency in safety management. Incidents will still occur if only immediate causes are corrected.

3. RECOMMEND WAYS TO PREVENT SIMILAR INCIDENTS:

- * In order to prevent recurrence, something must change. Recommendations by the personnel conducting the investigation should foster change. Each of the recommendations should identify who will take corrective action and how follow-up will occur.
- * Recommendations should be practical and tell management what to do.

Examples:

If a machine part must be changed, the investigative personnel should be sure the replacement is available. If an injury is due to carelessness, the recommendation should ask supervisors "to discuss the injury with all operators to remind them what could happen if they are inattentive", and not recommend that "all employees be more careful."

- * Recommendations should not infer blame by listing parties involved in the incident.
- * Recommendations can promote change in two basic areas: Work environment and management actions.

4. COMMUNICATE RECOMMENDATIONS:

- * Document all findings and recommendations. This report should be given to all personnel in the decision process.
- * The success of an investigation system rests on the cooperation of everyone involved. Most people in industry think of safety as protective gear, equipment and procedures. Few see it as a management issue, and fewer still, see it as having a psychological base. Communication is the key element to any effective injury prevention program.
- * When a company reacts swiftly and positively to serious incidents, its actions reaffirm its commitment to safety and the well-being of its employees.
- * Supervisors can promote and communicate safety through modeling positive safety actions and rewarding those who do likewise.

When documenting recommendations, be as specific as possible, and cover all areas that should be addressed. Use diagrams and photos when it would be helpful to communicate the information.

5. FOLLOW UP TO ENSURE THE RECOMMENDATIONS ARE FOLLOWED:

- * This is the main element of the whole investigative process.
There is no use making recommendaitons unless they are carried through and implemented. All of the equipment and procedures in the world will not make a plant safe, unless they are used properly.
- * A time frame should be set for implementing each recommendation and making sure the recommendaiton is being followed according to its intent.
- * Responsibility and accountability are the key elements in making sure that the recommendations are being implemented.

Supervisor's Report of Accident

Employee's name _____ Social Security number _____

Job position/title _____ Supervisor's name _____

Date and time of accident _____ Location _____

Task being performed when accident occurred _____

Date and time accident reported to you _____

Name(s) of witness(es) _____

Accident resulted in: Injury _____ Fatality _____ Property Damage _____

First aid given? _____ Medical treatment required? _____ Workdays lost _____

Describe how the accident occurred _____

What actions, events or conditions contributed most directly to this accident? _____

Could anything be done to prevent accidents of this type? If so, what? _____

Signature of supervisor _____ Date _____

SUPERVISOR'S REPORT OF ACCIDENT

REPORTE DEL SUPERVISOR DE UN ACCIDENTE

ACCIDENTS DON'T JUST HAPPEN—
THEY ARE CAUSED

PROFIT FROM YOUR EXPERIENCE—INVESTIGATE
EVERY ACCIDENT, REGARDLESS OF WHETHER
INJURY RESULTS, AND CORRECT THE CONDITIONS
RESPONSIBLE BEFORE THEY CAUSE
OTHER ACCIDENTS

STATE COMPENSATION INSURANCE FUND

DUPLICATE—EXTRA COPY

SUPERVISOR'S REPORT OF ACCIDENT REPORTE DEL SUPERVISOR DE UN ACCIDENTE

Employer/Patron

Division/Divicion

Name of Injured/Nombre Del Lesionado

Social Security Number/Numero Del Seguro Social

Occupation/Ocupacion

Date of Accident/Fecha Del Accidente

19

19

Hour/Hora

A.M.

P.M.

Name and Address of Physician/Nombre Y Direccion Del Doctor

Nature of Injury/Clase De Accidente

Did Injured Leave Work? / ¿Se Fue Del Trabajo El Lesionado?

Date
Fecha

19

19

Hour
Hora

A.M.
P.M.

Did Injured Return to Work? / ¿Regreso Al Trabajo El Lesionado?

Date
Fecha

19

19

Hour
Hora

A.M.
P.M.

Was Injured Acting in Regular Line of Duty? / ¿Se Ocupaba En Su Puesto Regular?

Where Did Accident Occur? / ¿Dónde Sucedió El Accidente?

How Did Accident Occur? / ¿Cómo Sucedió El Accidente?

What steps should be taken to prevent a similar accident?
¿Qué Debería De Hacerse Para Prevenir un Accidente Similar?

Date/Fecha

Supervisor's Signature/Firma Del Supervisor

STATE COMPENSATION INSURANCE FUND

6. **Correcting Unsafe Conditions and Work Practices**

Correction of hazards

Unsafe conditions will be noted on the Unsafe Condition Report. When the condition is corrected, the action taken will be indicated, and the form will be signed and dated by the individual who made the corrections.

Priorities will be determined by the severity of the hazard(s) identified. Employees will be protected from imminent hazards by any means possible to prevent employees from exposure.

The Hazard Checklist/Unsafe conditions Reports will be kept for a minimum of three (3) years as a record of the CCSD ongoing safety effort.

UNSAFE CONDITION REPORT

What is unsafe? (Material, machine, procedure, etc.)

What do you recommend?

Name (Optional)

Date

Corrective action taken: (If no action was taken, explain why.)

Name

Date

7. **Occupational Health & Safety Training Program**

A CCSD-wide safety orientation will be conducted by November 15, 1991 in order to train all existing employees regarding the provisions of this Injury and Illness Prevention Program. Safety rules and safe practices will be emphasized at this training session, which will serve the same purpose as the safety orientation given to new employees.

All new employees will be provided a safety orientation during their first day on the job. The orientation will be conducted by respective Departmental Safety Officers. Orientation will cover all company safety rules and the safe practices required for their job assignment.

Employees given a new job assignment will be provided a safety orientation regarding any new hazards prior to beginning the new job assignment.

Employees exposed to a new hazard (new or different equipment or chemical, different process, etc.) will be given a safety orientation prior to working with the new hazard.

Supervisors will be trained to recognize and control the safety and health hazard to which the workers under their direction and control will be exposed during monthly managers meetings.

Records will be kept of all training provided. Records will indicate the type of training given, date, the name of the training provider and the employee's signature.

TRAINING DETAILS

Back Safety

All workers will be trained in safe lifting practices. Whenever repetitive bending, stooping or carrying is required, the rules of safe lifting also apply. Workers will be trained to:

- 1) Keep the upper body erect.
- 2) Hold the load close to the body.
- 3) Bend the knees - not the back.
- 4) Do not twist while lifting.
- 5) keep their nose between their toes.

Safe Driving Techniques

All drivers will be trained in Safe Driving Practices. Drivers will be trained to:

- 1) Practice defensive driving techniques.
- 2) Avoid fatigue.
- 3) Highway, rural, and city driving.
- 4) Safe loading techniques.
- 5) Vehicle preventive maintenance and pre-trip inspections.
- 6) Mandatory usage of seat belts.
- 7) Effects of alcohol/drugs
- 8) Inclement weather conditions.
- 9) Backing and parking.

Vehicle and Equipment Safety

Before being permitted to operate any CCSD vehicle or piece of CCSD equipment, employees will be trained in the proper and safe operation of the machine and will be trained to do a safety inspection and to observe safe practices of operation.

Hazard Communication

All workers that handle any hazardous substances will be provided Hazard Communication training prior to handling the hazardous substances. This applies to all solvents, acids, caustics, pesticides, flammables, paints, compressed gases, cleaners or any other substance that falls into the "Hazardous" definition. Copies of the "Materials Safety Data Sheets (M.S.D.S.) will be kept in each respective departmental office and employees will be shown how to read them. Employees will be told to read the M.S.D.S. before using any hazardous substance and to talk to their supervisor about any concerns or questions they may have.

First Aid/CPR

All supervisors will be required to maintain first aid and CPR certification. All expenses for doing so will be paid by the CCSD.

Injury Reporting Procedures

All injuries must be reported to the CCSD Main Office immediately by the injured worker or a witness to the injury. Appropriate first aid and/or medical treatment will be provided immediately. All job-related injuries will be treated by Dr. David McBride, 2150 Main Street, Cambria and expenses will be paid by the CCSD's Workers' Compensation insurance. All injured workers will be asked to fill out an "Employee's Claim for Workers' Compensation Benefits" which must be returned to the Main office promptly.

CODE OF SAFE PRACTICES.A.GENERAL

1. All employees shall follow these and other departmental safe practices rules, render every possible aid to safe operations, and report all unsafe conditions or practices to their Supervisor, the Assistant General Manager or the General Manager.
2. Supervising employees shall insist on employees observing and obeying every rule, regulation, and order that is necessary to the safe conduct of the work, and shall take such action as necessary to obtain observance.
3. Anyone known to be under the influence of drugs or intoxicating substances which impair the employee's ability to safely perform the assign duties shall not be allowed on the job while in that condition, and will be subject to the discipline specified by CCSD Policy.
4. Horseplay, scuffling, and other acts which tend to have an adverse influence on the safety or well-being of the employees shall be prohibited.
5. Work shall be well planned and supervised to prevent injuries in the handling of materials and in working together with equipment.
6. No one shall knowingly be permitted or required to work while the employee's ability or alertness is so impaired by fatigue, illness, or other causes that it might unnecessarily expose the employee or others to injury.
7. Employees shall not enter manholes, underground vaults, chambers or other similar places that receive little ventilation, unless it had been determined that it is safe to enter.
8. Employees shall be instructed to ensure that all guard and other protective devices are in proper places and adjusted, and shall report deficiencies promptly to their Supervisor.
9. Crowding or pushing when boarding or leaving any vehicle or other conveyance shall be prohibited.
10. Workers shall not handle or tamper with any electrical equipment, machinery, or air or water lines in a manner not within the scope of their duties, unless they have received instructions from their Supervisor.
11. All injuries shall be reported promptly to their Supervisor so that arrangement can be made for medical or first aid treatment.

12. When lifting heavy objects, the large muscles of the legs instead of the smaller muscles of the back shall be used.
13. Materials, tools, or other objects shall not be thrown from buildings or structures until proper precautions are taken to protect others from the falling objects.
14. Employees shall cleanse thoroughly after handling hazardous or unhealthy substances, and follow special instructions from authorized sources.
15. Work shall be so arranged that employees are able to face a ladder and use both hands while climbing.
16. Gasoline shall not be used for cleaning purposes.
17. No burning, welding, or other source of ignition shall be applied to any enclosed tank or vessel, even if there are some openings, until it has first been determined that no possibility of explosion exists, and authority for the work is obtained from your Supervisor.
18. Any damage to scaffolds, false work, shoring or other supporting structures shall be immediately reported to your Supervisor.

B.USE OF TOOLS AND EQUIPMENT

1. All tools and equipments shall be maintained in good condition.
2. Damaged tools or equipment shall be removed from service and tagged "DEFECTIVE".
3. Pipe or Stillson wrenches shall not be used as substitute for other wrenches.
4. Only appropriate tools shall be used for the job.
5. Wrenches shall not be altered by the addition of handle-extensions or "cheaters."
6. Files shall be equipped with handles and not used to punch or pry.
7. Screw Drivers shall not be used as chisels.
8. Wheelbarrows shall not be used with handles in the upright position.
9. Portable electric tools shall not be lifted or lowered by means of the power cord. Ropes shall be used for this purpose.
10. In locations where the use of a portable power tool is difficult, the tool shall be supported by means of a rope or similar support of adequate strength.

C.MACHINERY AND VEHICLES

1. Only authorized persons shall operate machinery or equipment.
2. Loose or frayed clothing, long hair, dangling ties, finger rings, etc., shall not be worn around moving machinery or other sources of entanglement.
3. Machinery shall not be serviced, repaired or adjusted while in operation, nor shall oiling of moving parts be attempted, except on equipment that is designed or fitted with safeguards to protect the person performing the work.
4. Where appropriate, lock-out procedures shall be used.
5. Employees shall not work under vehicles supported by jacks or chain hoists, without protective blocking that will prevent injury if jacks or hoists should fail.
6. Air hoses shall not be disconnected at compressors until hose line had been bled.
7. All excavations shall be visually inspected before backfilling, to ensure that it is safe to backfill.
8. Excavating equipment shall not be operated near tops of cuts, banks, and cliffs if employees are working below.
9. Tractors, backhoes, and other similar equipment shall not operate where there is possibility of overturning in dangerous areas like edges of deep fills, cut banks, and steep slopes.

[END OF POLICY]
OCTOBER 28, 1991

CHECKLIST FOR EVALUATION OF
INJURY AND ILLNESS PREVENTION PROGRAMS

YES

NO

- | | | |
|-------|-------|---|
| _____ | _____ | 1. Does the written Injury and Illness Prevention Program contain the elements required by Section 3203(a)? |
| _____ | _____ | 2. Is the person or persons with authority and responsibility for implementing the Program identified? |
| _____ | _____ | 3. Is there a system for ensuring that employees comply with safe and healthy work practices? (i.e. employee incentives, training and retraining programs, and/or disciplinary measures.) |
| _____ | _____ | 4. Is there a system that provides communication with affected employees on occupational safety and health matters? (i.e. meetings, training programs, posting written communications, a system of anonymous notification concerning hazards, and/or health and safety committees.) |
| _____ | _____ | 5. Does the communication system include provisions designed to encourage employees to inform the employer of hazards at the worksite without fear of reprisal? |
| _____ | _____ | 6. Is there a system for identifying and evaluating work place hazards whenever new substances, processes, procedures, or equipment are introduced to the workplace and whenever the employer receives notification of a new or previously unrecognized hazard? |
| _____ | _____ | 7. Were workplace hazards identified when the Program was first established? |
| _____ | _____ | 8. Are periodic inspections for safety and health hazards scheduled? |
| _____ | _____ | 9. Are records kept of inspections made to identify unsafe conditions and work practices? |

YES

NO

- _____ _____ 10. Is there an accident and near miss investigation procedure?
- _____ _____ 11. Are unsafe or unhealthy conditions and work practices corrected in an expeditious manner, with the most hazardous exposures given correction priority?
- _____ _____ 13. Have employees received training in general safe and healthy work practices?
- _____ _____ 14. Do employees know the safety and health hazards specific to their job assignments?
- _____ _____ 15. Is training provided for all employees when the training program is first established?
- _____ _____ 16. Is training provided to all new employees and to all employees given a new job assignment?
- _____ _____ 17. Are training needs of employees evaluated whenever new substances, processes, procedures or equipment are introduced to the workplace and whenever the employer receives notification of a new or previously unrecognized hazard?
- _____ _____ 18. Are supervisors knowledgeable of the safety and health hazards to which employees under their immediate direction and control may be exposed?
- _____ _____ 19. Are records kept documenting safety and health training for each employee, including employee name or other identifier, training dates, type(s) of training, and training providers?
- _____ _____ 20. Does the employer have a labor/management safety and health committee?

The following should be answered only if the answer to Question No. 20 is YES.

YES

NO

21. Does the committee meet at least quarterly?

22. Is a written record of Safety Committee meetings distributed to affected employees and maintained for review by the Division?

23. Does the committee review results of the periodic, scheduled worksite inspections?

24. Does the committee review accident and near miss investigations and, where necessary, submit suggestions for the prevention of future incidents?

25. Does the committee review investigations of alleged hazardous conditions brought to the attention of any committee member?

26. When determined necessary by the committee, does the committee conduct its own inspections and investigations to assist in remedial solutions?

27. Does the committee evaluate employee safety suggestions and submit recommendations?

28. Does the committee verify abatement action taken by the employer as specified in Division citations upon request of the Division?

CODE OF SAFE PRACTICES

(This is a suggested code. It is general in nature and intended as a basis for preparation by the contractor of a code that fits his operations more exactly.)

GENERAL

1. All persons shall follow these safe practices rules, render every possible aid to safe operations, and report all unsafe conditions or practices to the foreman or superintendent.
2. Foremen shall insist on employees observing and obeying every rule, regulation, and order as is necessary to the safe conduct of the work, and shall take such action as is necessary to obtain obedience.
3. All employees shall be given frequent accident prevention instructions. Instructions shall be at least every 10 working days.
4. Anyone known to be under the influence of drugs or intoxicating substances which impair the employee's ability to safely perform the assigned duties shall not be allowed on the job while in that condition.
5. Horseplay, scuffling, and other acts which tend to have an adverse influence on the safety or well-being of the employees shall be prohibited.
6. Work shall be well planned and supervised to prevent injuries in the handling of materials and in working together with equipment.
7. No one shall knowingly be permitted or required to work while the employee's ability or alertness is so impaired by fatigue, illness, or other causes that it might unnecessarily expose the employee or others to injury.
8. Employees shall not enter manholes, underground vaults, chambers, tanks, silos, or other similar places that receive little ventilation, unless it has been determined that it is safe to enter.
9. Employees shall be instructed to ensure that all guards and other protective devices are in proper places and adjusted, and shall report deficiencies promptly to the foreman or superintendent.

10. Crowding or pushing when boarding or leaving any vehicle or other conveyance shall be prohibited.
11. Workers shall not handle or tamper with any electrical equipment, machinery, or air or water lines in a manner not within the scope of their duties, unless they have received instructions from their foreman.
12. All injuries shall be reported promptly to the foreman or superintendent so that arrangements can be made for medical or first aid treatment.
13. When lifting heavy objects, the large muscles of the leg instead of the smaller muscles of the back shall be used.
14. Inappropriate footwear or shoes with thin or badly worn soles shall not be worn.
15. Materials, tools, or other objects shall not be thrown from buildings or structures until proper precautions are taken to protect others from falling objects.
16. Employees shall cleanse thoroughly after handling hazardous substances, and follow special instructions from authorized sources.
17. Hod carriers should avoid the use of extension ladders when carrying loads. Such ladders may provide adequate strength, but the rung position and rope arrangement make such climbing difficult and hazardous for this trade.
18. Work shall be so arranged that employees are able to face ladder and use both hands while climbing.
19. Gasoline shall not be used for cleaning purposes.
20. No burning, welding, or other source of ignition shall be applied to any enclosed tank or vessel, even if there are some openings, until it has first been determined that no possibility of explosion exists, and authority for the work is obtained from the foreman or superintendent.
21. Any damage to scaffolds, falsework, or other supporting structures shall be immediately reported to the foreman and repaired before use.

USE OF TOOLS AND EQUIPMENT

22. All tools and equipment shall be maintained in good condition.
23. Damaged tools or equipment shall be removed from service and tagged "DEFECTIVE".
24. Pipe or Stillson wrenches shall not be used as a substitute for other wrenches.
25. Only appropriate tools shall be used for the job.
26. Wrenches shall not be altered by the addition of handle-extensions or "cheaters".
27. Files shall be equipped with handles and not used to punch or pry.
28. A screwdriver shall not be used as a chisel.
29. Wheelbarrows shall not be pushed with handles in an upright position.
30. Portable electric tools shall not be lifted or lowered by means of the power cord. Ropes shall be used.
31. Electric cords shall not be exposed to damage from vehicles.
32. In locations where the use of a portable power tool is difficult, the tool shall be supported by means of a rope or similar support of adequate strength.

MACHINERY AND VEHICLES

33. Only authorized persons shall operate machinery or equipment.
34. Loose or frayed clothing, or long hair, dangling ties, finger rings, etc., shall not be worn around moving machinery or other sources of entanglement.
35. Machinery shall not be serviced, repaired or adjusted while in operation, nor shall oiling of moving parts be attempted, except on equipment that is designed or fitted with safeguards to protect the person performing the work.

36. Where appropriate, lock-out procedures shall be used.
37. Employees shall not work under vehicles supported by jacks or chain hoists, without protective blocking that will prevent injury if jacks or hoists should fail.
38. Air hoses shall not be disconnected at compressors until hose line has been bled.
39. All excavations shall be visually inspected before backfilling, to ensure that it is safe to backfill.
40. Excavating equipment shall not be operated near tops of cuts, banks, and cliffs if employees are working below.
41. Tractors, bulldozers, scrapers and carryalls shall not operate where there is possibility of overturning in dangerous areas like edges of deep fills, cut banks, and steep slopes.
42. When loading where there is a probability of dangerous slides or movement of material, the wheels or treads of loading equipment, other than that riding on rails, should be turned in the direction which will facilitate escape in case of danger, except in a situation where this position of the wheels or treads would cause a greater operational hazard.

Source: Cal OSHA Construction Safety Orders

RESOLUTION 16-2020
APRIL 16, 2020

A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE CAMBRIA COMMUNITY SERVICES DISTRICT
UPDATING THE DISTRICT'S ILLNESS AND INJURY PREVENTION PROGRAM

WHEREAS, the health and workplace safety of the employees of the Cambria Community Services District is of primary importance to the Board of Directors; and

WHEREAS, on October 28, 1991, the Board of Directors adopted Resolution 33-91 whereby an Illness and Injury Prevention Program was established; and

WHEREAS, the Board of Directors now wishes to update the Illness and Injury Prevention Program.

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

1. The 2020 Illness and Injury Prevention Program attached hereto as Exhibit A and incorporated by reference herein is hereby adopted; and
2. This Resolution shall supersede Resolution 33-91.

PASSED AND ADOPTED this 16th day of April, 2020.

Harry Farmer, President
Board of Directors

APPROVED AS TO FORM:

Timothy J. Carmel
District Counsel

ATTEST:

Haley Dodson
Deputy District Clerk



CAMBRIA COMMUNITY SERVICES DISTRICT

ILLNESS & INJURY PREVENTION PROGRAM



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ILLNESS AND INJURY PREVENTION PROGRAM

Program Goal and Outline

The goal of the District is to provide safe and healthful working conditions for all of its employees. Therefore, the District will maintain a safety and health program conforming to the best practices of agencies of this type. The District's safety and health program will include:

- 1) Providing mechanical and physical safeguards to the maximum extent possible.
- 2) Conducting a program of safety and health inspections to find and eliminate unsafe working conditions or practices, to control health hazards, and to comply fully with the safety and health standards and law for every job.
- 3) Training all employees in good safety and health practices.
- 4) Providing necessary personal protective equipment, and instructions for use and care.
- 5) Developing and enforcing safety and health rules, and requiring that employees cooperate with these rules as a condition of employment.
- 6) Investigating promptly and thoroughly, every accident to determine its cause and correct the problem so it will not happen again.
- 7) Developing a system of recognition and awards for outstanding safety service and/or performance.

Program Responsibility

Although the District recognizes that the responsibility for safety and health is shared, the General Manager shall be responsible and have full authority for implementing this policy and the District's Injury and Illness Prevention Program.

- 1) The District accepts responsibility for leadership of the safety and health program, for its effectiveness and improvements, and for providing the safeguards required to ensure safe conditions.
- 2) Supervisory personnel are responsible for developing proper attitudes toward safety and health for themselves and in those they supervise, and for ensuring that all operations are performed with the utmost regard for the safety and health of all personnel involved, including them-selves.
- 3) No employee will be required to work at a job he/she knows is not safe or healthful. Employees are responsible for wholehearted, genuine operation of all aspects of the safety and health program - including compliance with all rules and regulations - and for continuously practicing safety while performing their duties. Any employee found not practicing safety while performing their duties will be subject to appropriate discipline.

Injury and Illness Records

The District's record keeping system for its Injury and Illness Prevention Program shall conform to Cal/OSHA standards. Records shall be used to measure and evaluate the success of said program.

- 1) A report shall be obtained on every injury or illness requiring medical treatment. (See also Code of Safe Practices)
- 2) Each injury or illness shall be recorded on the "Cal/OSHA Log of Work-Related Injuries and Illnesses," Cal/OSHA Form 300, "Cal/OSHA Summary of Work-Related Injuries and Illnesses," Cal/OSHA Form 300A, "Cal/OSHA Injury and Illness Incident Report," Cal/OSHA Form 301, according to its instructions.
- 3) A supplementary record of the occupational injuries and illnesses shall be prepared on OSHA Form 5020, "Employer's Report of Injury or Illness," with the same information as recorded in the Cal/OSHA Log and Summary of Occupational Injuries and Illnesses.
- 4) Annually, the summary Cal/OSHA Form 200 shall be prepared and posted no later than February 1 in a place easily observable by employees. Said form shall remain posted until March 1.
- 5) All records specified in this section shall be maintained in the District's files for a minimum of five years after their preparation.

Documentation of Activities

Records shall be maintained of steps taken to establish and maintain the District's Injury and Illness Prevention Program. They shall include:

- 1) Records of scheduled and periodic inspections as required by Cal/OSHA [California Code of Regulations, Title 8, Chapter 4] to identify unsafe conditions and work practices. The documenta-

tion must include the name of the person(s) conducting the inspection, the unsafe conditions and work practices identified, and the action taken to correct the unsafe conditions and work practices. The records are to be maintained for at least three (3) years.

- 2) Documentation of safety and health training required by Cal/OSHA [California Code of Regulations, Title 8, Chapter 4] for each employee. The documentation must specifically include employee name or other identifier, training dates, type(s) of training and the name of the training provider. These records must also be kept for at least three years.

Program Communication System

- 1) Readily understandable communication shall be maintained with all affected employees on matters relating to occupational safety and health, including provisions designed to encourage employees to inform the District of hazards at the worksite without fear of reprisal. Communications with employees shall include meetings, training programs, posted written information, and a system of anonymous notification by employees about hazards.
- 2) Written communications to employees shall be in a language they can understand. If an employee cannot read in any language, said communication shall be made orally in a language he/she can readily understand.
- 3) The District's Code of Safe Practices, below, shall be posted at a conspicuous location in the District's maintenance office, and shall be provided to each supervisory employee who shall keep it readily available.
- 4) Periodic meetings (at least one per quarter) of supervisory employees shall be held under the direction of the General Manager for the discussion of safety problems and accidents that have occurred. Documentation of these meetings shall be maintained for three years.
- 5) Supervisory employees shall conduct "toolbox" or "tailgate" safety meetings, or equivalent, with their crew(s) at least every ten working days to emphasize safety. Documentation of these meetings shall be maintained for three years. Water, Wastewater and Maintenance departments may conduct "tailgate Safety Meetings or equivalent, Fire department briefing/regular training sessions shall meet this requirement.
- 6) General employee meetings shall be conducted (at least one per quarter) at which safety is freely and openly discussed by those present. Such meetings should be regular, scheduled, and announced to all employees so that maximum employee attendance can be achieved. Documentation of these meeting shall be maintained for three years. Discussions at these meetings should concentrate on:
 - a. Occupational accident and injury history within the District, with possible comparisons to other similar agencies.
 - b. Feedback from employees.
 - c. Guest speakers from the District's workers' compensation insurance carrier or other agencies concerned with safety.
 - d. Brief audio-visual materials that relate to the District's operations.

- 7) Training programs shall be conducted when new equipment, machinery or tools are purchased. Employees shall be instructed in the safe operation of said equipment, machinery or tools. Documentation of training programs shall be maintained for three years.
 - a. New employees shall be trained by their supervisor in the safe operation of the equipment, machinery and tools with which they will be working prior to being allowed to work independently. Documentation of new employee training shall be maintained for three years.
- 8) Posters and bulletins relating to and encouraging safe and healthy practices shall be posted on a rotational basis at a conspicuous location in the District's maintenance office.
- 9) News articles and publications devoted to safety shall be distributed to employees. This policy shall also be distributed to all employees upon its adoption, to all new employees at the time of their hiring, and annually thereafter.
- 10) A safety suggestion box shall be maintained where employees, anonymously if desired, can communicate their concerns to the District's General Manager.

Hazard Assessment and Control

Periodic safety inspections shall be conducted to identify existing hazards in the workplace, or conditions, equipment and procedures that could be potentially hazardous. The inspections shall be conducted by personnel who, through experience or training, are able to identify actual and potential hazards and who understand safe work practices.

- 1) Safety inspectors will observe if safe work practices are being followed and will ensure that unsafe conditions or procedures are identified and corrected properly.
- 2) Safety inspections will be conducted at least annually. The frequency of the inspections will depend on the operations involved, the magnitude of the hazards, the proficiency of employees, changes in equipment or work processes, and the history of workplace injuries and illnesses.
- 3) A written assessment shall be prepared after said inspections which will document identified hazards and prescribe procedures for the elimination of same, and measures that can be taken to prevent their recurrence.
- 4) The General Manager or Fire Chief will review written inspection reports and/or assessments and will assist in prioritizing actions and verify completion of previous corrective actions. He/she shall also review the overall inspection program to determine trends.

Accident Investigation

All accidents shall be thoroughly and properly investigated by the person designated by the General Manager, who shall be a supervisory level employee or other designated employee trained in accident investigation, with the primary focus of understanding why the accident or near-miss occurred and what actions can be taken to preclude recurrence. A written report of said investigation shall be prepared which adequately identifies the cause(s) of the accident or near-miss occurrence.

- 1) The investigation must obtain all the facts surrounding the occurrence: what caused the situation to occur; who was involved; was/were the employee(s) qualified to perform the functions involved

in the accident or near-miss; were they properly trained; were proper operating procedures established for the task involved; were procedures followed, and if not, why not; where else this or a similar situation might exist, and how it can be corrected.

- 2) The accident investigator must determine which aspects of the operation or process require additional attention (what type of constructive action can eliminate the cause(s) of the accident or near-miss).
- 3) Actions already taken to reduce or eliminate the exposures being investigated should be noted, along with those remaining to be addressed.
- 4) Any interim or temporary precautions should also be noted. Any pending corrective action and reason for delaying its implementation should be identified.
- 5) Corrective action should be identified in terms of not only how it will prevent a recurrence of the accident or near-miss, but also how it will improve the overall operation. The solution should be a means of achieving not only accident control, but also total operation control.

Code of Safe Practices

General

- 1) All employees shall follow these safe practices rules, render every possible aid to safe operations, and report all unsafe conditions or practices to the department supervisor or the General Manager.
- 2) Supervising employees shall insist on employees observing and obeying every rule, regulation, and order as is necessary to the safe conduct of the work, and shall take such action as necessary to obtain observance.
- 3) Anyone known to be under the influence of drugs or intoxicating substances which impair the employee's ability to safely perform the assigned duties shall not be allowed on the job while in that condition, and will be subject to the discipline as provided in the District's Personnel Policies, Procedures and Rules.
- 4) Horseplay, scuffling, and other acts which tend to have an adverse influence on the safety or well-being of the employees shall be prohibited.
- 5) Work shall be well planned and supervised to prevent injuries in the handling of materials and in working together with equipment.
- 6) No one shall knowingly be permitted or required to work while the employee's ability or alertness is so impaired by fatigue, illness, or other causes that it might unnecessarily expose the employee or others to injury.
- 7) Employees shall not enter manholes, underground vaults, chambers or other similar places that receive little ventilation, unless it has been determined that it is safe to enter.
- 8) Employees shall be instructed to ensure that all guards and other protective devices are in proper places and adjusted, and shall report deficiencies promptly to the department supervisor or the General Manager.

- 9) Crowding or pushing when boarding or leaving any vehicle or other conveyance shall be prohibited.
- 10) Workers shall not handle or tamper with any electrical equipment, machinery, or air or water lines in a manner not within the scope of their duties, unless they have received instructions from the department supervisor.
- 11) All injuries shall be reported promptly to the department supervisor and the Administrative Services Officer so that arrangements can be made for medical or first aid treatment.
- 12) When lifting heavy objects, the large muscles of the leg instead of the smaller muscles of the back shall be used.
- 13) Materials, tools, or other objects shall not be thrown from buildings or structures until proper precautions are taken to protect others from the falling objects.
- 14) Employees shall cleanse thoroughly after handling hazardous or unhealthy substances, and follow special instructions from authorized sources.
- 15) Work shall be so arranged that employees are able to face a ladder and use both hands while climbing.
- 16) Gasoline shall not be used for cleaning purposes.
- 17) No burning, welding, or other source of ignition shall be applied to any enclosed tank or vessel, even if there are some openings, until it has first been determined that no possibility of explosion exists, and authority for the work is obtained from the department supervisor.
- 18) Any damage to scaffolds, falsework, shoring or other supporting structures shall be immediately reported to the department supervisor.

Slips, Trips & Falls

Avoid Slips, Trips and Falls By:

- 1) Looking before you walk; making sure your pathways are clear.
- 2) Wearing slip-resistant and well-fitted footwear.
- 3) Keeping materials off the floor.
- 4) Storing everything in its proper place.
- 5) Closing drawers immediately after each use.
- 6) Cleaning up debris, tools and equipment after each job.
- 7) Reporting accidental spills immediately.
- 8) Bundling and strapping wires, cords and cables together, and securing them up and out-of-the-way.

- 9) Posting WARNING signs to make sure others are aware of a slip or trip hazard.
- 10) Inspecting the area around you for slip and trip hazards.
- 11) Correcting those problems you can fix yourself.
- 12) Reporting those hazards requiring funds or more skilled people and equipment to fix.
- 13) Carrying a flashlight when you know you will be working in an area with low lighting or where you will be walking where there is insufficient lighting.
- 14) Walk, don't run!

Use of Tools and Equipment

All tools and equipment shall be maintained in good condition.

Damaged tools or equipment shall be removed from service and tagged "DEFECTIVE."

Pipe or Stillson wrenches shall not be used as substitute for other wrenches.

Only appropriate tools shall be used for the job.

Wrenches shall not be altered by the addition of handle-extensions or "cheaters."

Files shall be equipped with handles and not used to punch or pry.

Screwdrivers shall not be used as chisels.

Wheelbarrows shall not be used with handles in an upright position.

Portable electric tools shall not be lifted or lowered by means of the power cord. Ropes shall be used for this purpose.

In locations where the use of a portable power tool is difficult, the tool shall be supported by means of a rope or similar support of adequate strength.

Machinery and Vehicles

- 1) Only authorized persons shall operate machinery or equipment.
- 2) Loose or frayed clothing, or long hair, dangling ties, finger rings, etc., shall not be worn around moving machinery other sources of entanglement.
- 3) Machinery shall not be serviced, repaired or adjusted while in operation, nor shall oiling of moving parts be attempted, except on equipment that is designed or fitted with safeguards to protect the person performing the work.
- 4) Where appropriate, lock-out procedures shall be used.

- 5) Employees shall not work under vehicles supported by jacks or chain hoists, without protective blocking that will prevent injury if jacks or hoists should fail.
- 6) Air hoses shall not be disconnected at compressors until hose line has been bled.
- 7) All excavations shall be visually inspected before backfilling, to ensure that it is safe to backfill.
- 8) Excavating equipment shall not be operated near tops of cuts, banks, and cliffs if employees are working below.
- 9) Tractors, backhoes and other similar equipment shall not operate where there is possibility of overturning in dangerous areas like edges of deep fills, cut banks, and steep slopes.

Portable Ladder Safety

1. All ladders:
 - a. Select the right ladder for the job.
 - 1) The ladder should be tall enough so you can reach the required objects without standing on the top or second-to-the-top rung/step of the ladder or putting the ladder on some other object to reach the required objects.
 - 2) The ladder should be made of a material conducive for the work to be performed, e.g., a wood or fiberglass ladder for working around electrical equipment rather than a metal ladder.
 - b. Use ladders for only their intended purpose, i.e., climbing up and down.
 - c. Maintain ladders in good condition. Ladders in disrepair should be either disposed or fixed.
 - d. Before climbing any ladder, check its condition:
 - 1) Nuts and bolts tight?
 - 2) Rungs secure?
 - 3) Spreaders working?
 - 4) Safety feet properly working?
 - e. Always face the ladder when ascending or descending, holding on with both hands.
 - f. While working and whenever possible, hold on to the ladder with one hand.
 - g. Use a tool belt or a bucket attached to a hand line to pull tools up.
 - h. The trunk of your body should not extend past the side of the ladder. Move the ladder if you have to reach outside of this area.
 - i. Wear slip-resistant footwear.
 - j. Keep the ladder rungs free of oil and grease.

2. Step Ladders

- a. Make sure the spreaders are locked open before climbing.
- b. Place a ladder only where it is safe to do so. For example, it is not safe to put a ladder in front of doors opening toward the ladder unless the door is blocked open, locked or guarded.
- c. Keep at or below the second rung from the top.

3. Straight Ladders

- a. Use the 4 to 1 rule. Position the base of the ladder one foot out from the wall for every four feet of the ladder's height up to the support point. For example, the base of a 16-foot ladder should be four feet out from the wall.
- b. Ensure the ladder extends at least 3 feet above the elevated surface to which you are climbing.
- c. Place the base of the ladder so the ladder will not slip.
- d. Lash the ladder at the top to hold it in place.
- e. Adjust extension ladders while standing at the base, not while standing on the ladder or from a position above the ladder.
- f. Keep at or below the third rung from the top on a straight ladder.

Ergonomics

1. Workstation

- a. Workstations should be arranged and adjusted properly so that they are comfortable and excessive force is not required to perform job tasks. The objective is to set up the workstation so that a comfortable neutral position is achieved. Unnatural postures or body position can lead to discomfort or, if not corrected, Repetitive Motion Injuries.

2. Chair

- a. Adjust your chair height so that your forearms are parallel to the floor when your fingers are resting on the keyboard's home keys.
- b. Your feet should rest flat and comfortably on the floor while working at your desk. This will promote circulation to the lower legs and will help reduce fatigue. If your feet do not reach the floor, a footrest should be used.
- c. The seat back and pan should be adjusted so that you are sitting in a comfortable upright position. Your back should be snug against the back of the chair to fit the contour of your spine. A lumbar support may be used if the chair does not provide adequate support for the lower back.

3. Monitor

- a. Position the monitor so that it is directly in front of you and the top line of the display is at, or slightly below, eye level when the chair is properly adjusted. This will allow you to keep your head in a neutral, upright position. It may be necessary to relocate the computer or use an object to elevate the monitor to the proper height.
- b. Locate the monitor so that it is approximately at arms length (18 to 24 inches) at a comfortable viewing distance.
- c. A document holder should be used to position materials at the same height, distance, and in the same plane as the monitor screen. Avoid looking continually from the desktop to the monitor. This will help reduce eyestrain and tension in the shoulders, upper back, and neck.

4. Keyboard and Mouse

- a. Proper placement of the keyboard will help keep the wrists in line with the forearms and limit bending of the wrists while keying. This will improve the comfort of your hands, wrists, and forearms.
- b. Avoid placing your wrists or forearms against hard objects such as the sharp edge of the desk. A keyboard wrist rest may be necessary to help keep the hands straight and off of hard surfaces.
- c. The mouse should be located next to the keyboard so that it is in a comfortable position during use, and you do not have to reach (extend the arm) in an unnatural or uncomfortable fashion.

5. Fire Department Ergonomics

- a. Due to the large number of injuries occurring during training exercises, training instructors shall be directed to evaluate their curriculums, courses and equipment for un-necessary risks and institute controls accordingly. Controls could include stretching, warm-up activities, and rest breaks between training exercises. Before training exercises begin, steps should be taken to evaluate the physical location and address any hazards found.
- b. Fire Department employees shall wear all personal protective equipment recommended by the training instructor.
- c. Fire Department employees who regularly engage in emergency response activities will have annual training in patient evacuation techniques. Training shall include appropriate body mechanics of assisted lifts, stretcher lift and carry protocols, and other techniques designed to reduce the risk injury while assisting unconscious, semi-conscious or otherwise injured persons.
- d. Loading and retrieving equipment from fire vehicles is hazardous primarily due to the weight and awkward nature of some of the equipment, coupled with the need to place and retrieve items at various heights. Controls such as utilizing more than one person to load and unload equipment; job rotation and regular rest breaks can be utilized in non-emergency situations to reduce the risk of injury.
- e. When kneeling is necessary for long periods, alternating between kneeling and squatting can reduce the risk of injury to the knees.

6. Lifting, Pushing and Pulling

- a. Before starting to lift or carry anything, check your entire walkway to make sure that your footing will be solid (your shoes should have good balance support and traction).
- b. Check the object to determine its center of gravity and weight. (Check to ensure objects are not loose in the container; this could cause an unexpected weight shift).
- c. Clear any movable obstacles out of your way and make sure you know where the stationary ones are.
- d. Face the object squarely and get as close to it as you can.
- e. Balance yourself solidly with one foot slightly in front of the other.
- f. Whenever possible get assistance lifting heavy or bulky items.
- g. Squat down, bending at the knees, and keeping your back straight and as nearly upright as possible.
- h. While keeping your back straight, use your legs to bring yourself to a standing position; make the lift smoothly and under control.
- i. Do not lift objects over your head; Do not twist your body when lifting or setting an object down; Do not reach over an obstacle to lift a load.
- j. It is easier on the back to push an object than it is to pull it. If you must pull something - face the object squarely with one foot at least 12 inches in front of the other, keep your back straight and your knees slightly bent, and pull with one smooth motion.

Acknowledgment of Receipt of the Injury & Illness Prevention Program

I understand it is my duty to become thoroughly familiar with and abide by the rules and regulations identified in the *Injury & Illness Prevention Program*.

I received the Cambria Community Services District's Injury & Illness Prevention Plan on ____/____/____(date), and I acknowledge I understand it.

Name:

Print

Signature

File: Employee Personnel File

Employee Safety Training and Meeting Report

Use of this Form

1. All safety training and meetings conducted for organization employees are documented on this form.
2. The completed form is distributed and filed as follows:
 - a. Training
 - 1) One copy is filed with the master training file for each course or session in the IIPP Administrator's files. The master file includes this form, the training course curriculum, all training handouts, and anything else pertaining to the training program.
 - 2) One copy is maintained in Human Resources where the following information is retrieved and inserted into each attendee's personnel file on the organization's *Record of Training Form*:

a) Employee name	d) Training subject
b) Employee's department	e) Whether a certificate was issued
c) Date of training	
 - b. Safety Meetings
 This form is filed with the master meeting file for each safety meeting in the IIPP Administrator's files. The master file includes this form, the safety meeting agenda, all safety meeting handouts and anything else pertaining to the safety meeting.

Check (✓) if the Program was Training	Check (✓) if the Program was a Safety Meeting
Training/Safety Meeting Subject(s):	
Certificate Issued (circle answer): Yes No	
Training/Meeting Date:	Training Instructor/Meeting Leader Name(s):
Description of Training Provided or Safety Meeting Topic(s):	
Course or Meeting Handouts (attach to this form):	

Cambria Community Services District

Employee Report Form

Use of this Form

Please use this form whenever you have something to report regarding a safety matter. Your report may be based on your observation of an unsafe practice, an unsafe condition, a problem associated with managerial policies and/or procedures or some other matter. *It is the policy of the Cambria Community Services District that employees will not be retaliated against for submitting a safety report.* Our goal is to eliminate accidents and your help is what it is all about. Please feel free to use additional sheets of paper to describe fully your identified problem and suggestion.

Identified Problem and Suggestion

Name of Employee Submitting Suggestion (optional*): _____

Complete Description of Identified Problem - If the problem is based upon a specific circumstance, please include the date and time you saw it:

Description of Suggestion(s) – What changes do you recommend to correct the problem?

Signature of Employee (optional*)

Date

* * *

Investigative Response

Investigator Submitting Report

Name of Person Investigating Problem and Suggestion: _____

Results of Investigation – What was found?

Recommended Steps to Correct the Identified Problem – The recommendations may be the same ones as the employee who submitted this form or something different.

Signature of Investigator

Date

* If you provide your name, you will be kept informed as to the status of your suggestion. Without this information, it will not be possible to keep you updated.

Cambria Community Services District

INVESTIGATION REPORT (Occupational Injury or Illness)

Time is of the essence. Please be as complete and concise as possible. If you need additional space, please use additional sheets of paper and note the paragraph number and letter. The information you provide should help prevent a similar occupational injury or illness in the future.

1. WHO

1.a. Name of Injured Employee: _____

1.b. Date of Hire: _____

1.c. Normal Occupation of Employee (Job Classification):

1.d. Name(s) of Witness(es):

2. WHEN

2.a. Date of Incident: ____/____/____

2.b. Time of Incident: ____ AM ____ PM

2.c. Work Start Time: ____ AM ____ PM

2.d. Date Reported to You: ____/____/____

2.e. Time Reported: ____ AM ____ PM

2.f. Did Employee Leave Work Due to Incident? ____ Yes ____ No

2.g. Did Employee Return to Work? ____ Yes ____ No

If Yes, When (Date and Time): ____/____/____
____ AM ____ PM

3. WHERE (Describe Where the Incident Happened):

4. WHAT

4.a. Describe the Injury or Illness, such as cut, strain, fracture, skin rash:

4.b. What Part of the Body was Affected, such as back, left wrist, right eye, lungs:

4.c. What was employee doing when injured? (Be specific by identifying tools, equipment or materials being used) Use additional paper, if necessary.

5. HOW AND WHY Did any of the following factors have anything to do with how and why the incident occurred? If you answer YES or PARTLY please provide further information. Do whatever you need to do to determine whether these factors were involved.

Factors	Yes	Partly	No
a. Lack of knowledge or skill			
b. Error			
c. Lack of (or incorrect) policies, procedures, rules			
d. Lack of (or insufficient) safety training			
e. Too many demands and/or pressures			
f. Lack of sufficient number of people to do the work			
g. Hazards			
h. Insufficient, improper, or unrepaired equipment and/or tools			
i. Incorrect design of facilities, equipment, materials			
j. Inattention			
k. In a hurry			
l. Anything else?			

6. PREVENTABILITY

In your opinion, was this incident preventable? (Circle your answer): Yes No
Why?

7. 7.a. What is the LOSS SEVERITY POTENTIAL? (Circle your answer):

Major Serious Minor

7.b. What is the PROBABLE RECURRENCE RATE? (Circle your answer):

Frequent Occasional Rare

8. CORRECTIVE ACTION What actions have or will be taken to prevent a recurrence?

	<u>Corrective Actions</u>	<u>Target Completion Date</u>	<u>Actual Completion Date</u>
8.a.			
8.b.			
8.c.			
8.d.			

9. 9.a. Investigator's Name (Print): _____
 9.b. Title: _____
 9.c. Investigator's Signature: _____
 9.d. Date: _____

10. File a copy in the employee's personnel file and any other investigation files.

Cambria Community Services District

Safety Inspection Form/Action Plan – Location (_____)

Page 1 of ____

Facility Inspected:	Name of Inspector (s):
Date of Inspection:	Date of Report:
# of items corrected from previous inspections:	____ out of ____
# of items uncorrected from previous inspections:	____
# of items uncorrected in <u>this</u> inspection:	____
# of items corrected on the spot in <u>this</u> inspection:	(____)
# of total items remaining uncorrected in this report:	____
Number (%) of total items uncorrected by priority:	
Priority – Life Threatening	____(____%)
Priority – I	____(____%)
Priority – II	____(____%)
Priority – III	____(____%)

Report Recipients: _____, _____, _____

For information regarding this inspection, please contact:

Key
 ✓ C = Check (✓) this column when the action is corrected
 P = Priority (LT-Life Threatening, I-Urgent, II-Necessary, III-Desirable)
 \$ = Estimated amount to correct (L = \$0 to \$250, M = \$251 to \$1000, H = \$1001 +, T = Time Only)

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health programs. See CCR Title 8 14300.29(b)(6)-(10)



Cal/OSHA Form 300 (Rev.7/2007)
Log of Work-Related Injuries and Illnesses

Year: _____

You must record information about every work-related death and about every work-related injury or illness that involves loss of consciousness, restricted work activity or job transfer, days away from work, or medical treatment beyond first aid. You must also record significant work-related injuries and illnesses that are diagnosed by a physician or licensed health care professional. You must also record work-related injuries and illnesses that meet any of the specific recording criteria listed in CCR Title 8 Section 14300.8 through 14300.12. Feel free to use two lines for a single case if you need to. You must complete an Injury and Illness Incident Report (Cal/ OSHA Form 301) or equivalent form for each injury or illness recorded on this form. If you're not sure whether a case is recordable, call your local Cal/ OSHA office for help.

Establishment name	City/State
---------------------------	-------------------

Identify the person	Describe the case	Classify the case					
---------------------	-------------------	-------------------	--	--	--	--	--

(A) Case #	(B) Employee's Name	(C) Job Title (e.g. welder)	(D) Date of injury or onset of illness (month/day)	(E) Where the event occurred (e.g. Loading dock north end)	(F) Describe injury or illness, parts of body affected, and object/substance that directly injured or made person ill. (e.g. Second degree burns on right forearm from acetylene torch)	Using these four categories, check ONLY the most serious result for each case:				Enter the number of days the injured or ill worker was:		Check the "injury" column or choose one type of illness							
						Death (G)	Days away from work (H)	Remained at work		Away from work (K)	On the job transfer or restriction (L)	(M)							
								Job transfer or restriction (I)	Other recordable cases (J)			Injury (1)	Skin Disorder (2)	Respiratory condition (3)	Poisoning (4)	Hearing loss (5)	All other illnesses (6)		
1										days	days								
2										days	days								
3										days	days								
4										days	days								
5										days	days								
6										days	days								
7										days	days								
8										days	days								
9										days	days								
10										days	days								
11										days	days								
12										days	days								
13										days	days								
14										days	days								
15										days	days								
Page Totals						0	0	0	0	0 days	0 days	0	0	0	0	0	0	0	0

Be sure to transfer these totals to the Summary page (Form 300A) before you post it.

Injury	Skin Disorder	Respiratory Condition	Poisoning	Hearing loss	All other illnesses
(1)	(2)	(3)	(4)	(5)	(6)



Year: 2011

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Cal/OSHA Form 300A (Rev. 7/2007)

Summary of Work-Related Injuries and Illnesses

All establishments covered by CCR Title 8 Section 14300 must complete this Annual Summary, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."

Employees, former employees, and their representatives have the right to review the Cal/ OSHA Form 300 in its entirety. They also have limited access to the Cal/ OSHA Form 301 or its equivalent. See CCR Title 8 Section 14300.35, in Cal/ OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0 (G)	0 (H)	0 (I)	0 (J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
0 (K)	0 (L)

Injury and Illness Types

Total number of... (M)			
(1) Injuries	0	(4) Poisonings	0
(2) Skin Disorders	0	(5) Hearing loss	0
(3) Respiratory Conditions	0	(6) All other illnesses	0

Post this Annual Summary from February 1 to April 30 of the year following the year covered by the form.

Facility Information

Establishment name: _____

Street _____

City _____ State _____ ZIP _____

Industry description: _____

Standard Industrial Classification (SIC)
If known (e.g., SIC 3715) _____

Employment Information
(If you don't have these figures, use the optional Worksheet to estimate)

Annual average number of employees _____

Total hours worked by all employees last year _____

Sign here
Knowingly falsifying this document may result in a fine.
I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Company executive _____ Title _____

(_____)

Phone _____ Date _____

Cal/OSHA Form 301 Injury and Illness Incident Report

Attention: This form contains information relating to employee health and must be used in a manner that protects the confidentiality of employees to the extent possible while the information is being used for occupational safety and health purposes. See CCR Title 8 14300.29(b)(6)-(10)



Department of Industrial Relations
Division of Occupational Safety & Health

Information about the employee

Information about the case

This *Injury and Illness Incident Report* is one of the first forms you must fill out when a recordable work-related injury or illness has occurred. Together with the *Log of*

Work-Related Injuries and Illnesses and the accompanying *Summary*, these forms help the

employer and Cal/OSHA develop a picture of the extent and severity of work-related incidents.

Within 7 calendar days after you receive information that a recordable work-related injury or illness has occurred, you must fill out this form or an equivalent. Some state workers' compensation, insurance, or other reports may be acceptable substitutes. To be considered an equivalent form, any substitute must contain all the instructions and information asked for on this form.

According to CCR Title 8 Section 14300.33

Cal/OSHA's recordkeeping rule, you must keep this form on file for 5 years following the year to which it pertains

If you need additional copies of this form, you may photocopy and use as many as you need.

Completed by	_____
Title	_____
Phone	_____ Date _____

- 1) Full Name _____
- 2) Street _____
- City _____ State _____ Zip _____
- 3) Date of birth _____
- 4) Date hired _____
- 5) Male
 Female

Information about the physician or other health care professional

- 6) Name of physician or other health care professional

- 7) If treatment was given away from the worksite, where was it given?
Facility _____
Street _____
City _____ State _____ Zip _____

- 8) Was employee treated in an emergency room?
 Yes
 No
- 9) Was employee hospitalized overnight as an in-patient?
 Yes
 No

- 10) Case number from the Log _____ (Transfer the case number from the Log after you record the case.)
- 11) Date of injury or illness _____
- 12) Time employee began work _____ AM/PM
- 13) Time of event _____ AM/PM Check if time cannot be determined
- 14) **What was the employee doing just before the incident occurred?** Describe the activity, as well as the tools, equipment or material the employee was using. Be specific. Examples: "climbing a ladder while carrying roofing materials"; "spraying chlorine from hand sprayer"; "daily computer key-entry."
- 15) **What happened?** Tell us how the injury occurred. Examples: "When ladder slipped on wet floor, worker fell 20 feet"; "Worker was spayed with chlorine when gasket broke during replacement";

"Worker developed soreness in wrist over time."
- 16) **What was the injury or illness?** Tell us the part of the body that was affected and how it was affected; be more specific than "hurt", "pain", or "sore." Examples: "strained back"; "chemical burn, hand"; "carpal tunnel syndrome."
- 17) **What object or substance directly harmed the employee?** Examples: "concrete floor"; "chlorine"; "radial arm saw." If this question does not apply to the incident, leave it blank.
- 18) **If the employee died, when did death occur?** Date of death _____

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.F.**FROM: John F. Weigold, IV, General Manager
Timothy Carmel, District Counsel

Meeting Date: April 16, 2020

Subject: CONSIDERATION OF ADOPTION OF
RESOLUTION 15-2020 DECLARING A
CONTINUED LOCAL EMERGENCY IN
THE CAMBRIA COMMUNITY
SERVICES DISTRICT DUE TO THE
CORONAVIRUS PANDEMIC**RECOMMENDATIONS:**

Staff recommends that the Board of Directors adopt Resolution 15-2020 declaring a continued local emergency in the Cambria Community Services District due to the Coronavirus Pandemic.

FISCAL IMPACT:

Fiscal impacts associated with this item are unknown at this time.

DISCUSSION:

As the Board is aware, the State and County of San Luis Obispo have adopted a number of executive orders declaring a public health emergency and imposing restrictions on the general population to help control the spread of the COVID-19 virus. The Board of Directors adopted Resolution 09-2020 on March 23, 2020, which declared a local State of Emergency and provided the General Manager with increased spending and other authority to allow for a more expeditious and effective response to various situations related to the Coronavirus Pandemic as they occur. Resolution 09-2020 requires the Board to determine whether a local State of Emergency continues to exist at each regular and special meeting. As the COVID-19 virus continues to ravage the State and country, it is recommended that the Board adopt Resolution 15-2020 declaring a continued State of Emergency.

Attachment: Resolution 15-2020

RESOLUTION 15-2020
APRIL 16, 2020

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

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

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

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

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

PASSED AND ADOPTED this 16th day of April, 2020.

Harry Farmer, President
Board of Directors

APPROVED AS TO FORM:

Timothy J. Carmel
District Counsel

ATTEST:

Haley Dodson
Deputy District Clerk

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.A.**FROM: John F. Weigold IV, General Manager
Pamela Duffield, Finance Manager

Meeting Date: April 16, 2020

Subject: DISCUSSION AND CONSIDERATION
TO FIX WATER AND WASTEWATER
STANDBY OR AVAILABILITY
CHARGES AS PROVIDED IN
GOVERNMENT CODE §61124(b) AND
CONSIDERATION OF ADOPTION OF
RESOLUTION 13-2020 FIXING WATER
AND WASTEWATER STANDBY OR
AVAILABILITY CHARGES FOR
FISCAL YEAR 2020/2021**RECOMMENDATION:**

1. Receive staff report and review the Financial Report on Water and Wastewater Standby or Availability Charges.
2. Open Public Hearing.
3. Take Public Testimony.
4. Close Public Hearing.
5. Discussion.
6. Make appropriate findings and adopt Resolution 13-2020 establishing water and wastewater standby or availability charges for Fiscal Year 2020/2021.

FISCAL IMPACT:

<u>Standby/Availability Charge</u>	<u>Estimated Revenue for FY 2020/2021</u>
Water	\$ 176,000
Wastewater	\$ 114,000

DISCUSSION:

Attached is a Financial Report and proposed Resolution 13-2020 for review and adoption after the public hearing is closed. Resolution 13-2020 establishes the Water and Wastewater Standby or Availability Charges for FY 2020/2021 and directs staff to notify the affected property owners. Action to confirm the charges and authorize collection on the tax roll will take place after a noticed public hearing on May 14, 2020.

Attachments: Water and Wastewater Standby or Availability Charges Financial Report
Resolution 13-2020 Confirming CCSD Water and Wastewater Standby or
Availability Charges

Water and Wastewater Standby or Availability Charges

Financial Report

Legislative Background

State Government Code §61124 allows the Cambria Community Services (CCSD) to annually levy a maximum of \$45 for water standby or availability charges per acre of land within the CCSD service area, and a maximum of \$30 wastewater standby or availability charges per acre of land within the CCSD service area. The CCSD has determined that the following fee schedule is consistent with the legal standard that the fee not be discriminatory or excessive and does not exceed the reasonable cost of the proportional benefit received by each parcel from the improvements funded by the fees:

Water Standby or Availability Charges

- a. For all parcels of one (1) acre or less: \$45.00
- b. For all un-subdivided land of more than one (1) acre:
\$45.00 plus \$1.35 per acre over one acre.
- c. For all subdivided land of more than one (1) acre:
 - (1) For the first ten (10) acres, \$45.00 per acre.
 - (2) For all such land over the first ten (10) acres, \$1.35 per acre.

Wastewater Standby or Availability Charges

- a. For all parcels of one (1) acre or less: \$30.00
- b. For all un-subdivided land of more than one (1) acre:
\$30.00 plus \$0.90 per acre over one (1) acre.
- c. For all subdivided land of more than one (1) acre:
 - (1) For the first ten (10) acres: \$30.00 per acre.
 - (2) For all such land over the first ten (10) acres: \$0.90 per acre.

These charges do not exceed what the CCSD was charging in November 1996. Therefore, the imposition of the fees is exempt from the requirements of Proposition 218.

Estimated revenues from these sources during the CCSD's Fiscal Year 2020/2021 are as follows:

➤ Water	\$ 178,000
➤ Wastewater	\$ 119,000

The revenue projections are based on charging all improved property owners within the CCSD and all unimproved property owners that have been issued intent to serve letters or connection permits.

CCSD Policy Summary

In 1987, Government Code §61765.12 did not restrict the use of the standby/availability charges, but Proposition 218 indicates they must be used for “the capital costs or maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control.” (California Constitution, Article XIII D, § 4.) In 1990, the Board established a policy whereby the standby and availability charges help fund the CCSD’s Capital Improvement Program (CIP). On January 19, 2012, the Board amended this policy so that “Water and Wastewater Standby or Availability revenue is to be spent on maintaining, repairing and/or improving the respective Fund’s infrastructure. Specifically, these funds shall be spent on CIP, Major Maintenance or Capital Outlay Projects.”

FY 2018/2019 Actual and FY 2019/2020 Projected Revenues & Expenditures

A summary follows of FY 2018/2019 actual and 2019/2020 projected Water and Wastewater revenues and expenditures for CIP, Major Maintenance or Capital Outlay projects.

As indicated, standby or availability revenue is needed to finance the maintenance and improvements of the Funds’ infrastructure, particularly since connection fee revenue declined sharply due to the implementation of the Water Code 350 Water Moratorium in 2001 and has been virtually non-existent in the most recent years.

Eliminating the standby and availability charges would eliminate a critical source of funding for infrastructure projects.

Fiscal Year 2018/2019 infrastructure funding sources and expenditures were as follows:

	WATER FUND	WASTEWATER FUND
Standby Availability Revenue	\$177,654	\$115,517
Revenue from Operations	- 0 -	\$ 2,581
Transfer from Reserves	- 0 -	- 0 -
Connection Fee Revenue	- 0 -	- 0 -
Total Funding Sources	\$177,654	\$118,098
Infrastructure Expenditures*	\$177,654	\$118,098
Transfer to Reserves	- 0 -	- 0 -

*Represents sum of Capital/Capital Outlay and Major Maintenance Projects

Fiscal Year 2019/2020 estimated infrastructure funding sources and expenditures are as follows:

	WATER FUND	WASTEWATER FUND
Standby Availability Revenue	\$178,000	\$119,000
Revenue from Operations	\$535,724	\$378,927
Transfer from Reserves	- 0 -	- 0 -
Connection Fee Revenue	\$ 10,000	- 0 -
Total Funding Sources	\$723,724	\$497,927
Infrastructure Expenditures *	\$723,724	\$497,927
Transfer to Reserves	- 0 -	- 0 -

*Represents sum of Capital/Capital Outlay and Major Maintenance Projects

The CCSD has identified a few priority Water and Wastewater CIP, Major Maintenance and Capital Outlay Projects, including:

- SCADA System SR4
- Water Meter Replacement/Upgrade
- Santa Rosa Creek Ped Bridge Main
- Generator Replacements
- SST – PGE Turnkey Project
- Vehicle & Equipment Replacements
- Lift Station Improvements

The proposed project list underscores the importance of having the maximum standby and availability charges in place. Failure to do so further restricts an already slim revenue stream and may result in the inability of the CCSD to support current and future debt service associated with capital projects and/or limits the CCSD's ability to obtain long term financing of its projects in addition to being unable to fund infrastructure maintenance and improvements.

Failure to adopt Resolution 13-2020 will result in an estimated reduction of \$178,000 in Water Enterprise revenues and \$119,000 in Wastewater Enterprise revenues for Fiscal Year 2020/2021.

Attachment: Resolution 13-2020

RESOLUTION 13-2020
APRIL 16, 2020

A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE CAMBRIA COMMUNITY SERVICES DISTRICT
FIXING CCSD WATER AND WASTEWATER STANDBY
OR AVAILABILITY CHARGES

WHEREAS, pursuant to Government Code Section 61124(b), the Board of Directors may, by resolution, continue to collect water and wastewater standby and availability charges in successive years at the same rate; and

WHEREAS, notice was provided and a public hearing scheduled for April 16, 2020 concerning said water and wastewater standby or availability charges; and

WHEREAS, any person interested, including all persons owning property within the CCSD, were given the opportunity to appear and be heard concerning said CCSD water and wastewater standby or availability charges at the April 16, 2020 CCSD regular Board meeting; and

WHEREAS, it is hereby found that the water and wastewater standby fees or availability charges charged confer a special benefit upon the property assessed, and the amount being assessed does not exceed the reasonable cost of the proportional benefit received by each parcel from the improvements funded by the fees; and

WHEREAS, it is hereby found and determined that the water and wastewater standby or availability charges and the different rate structure for subdivided and un-subdivided land as set forth hereinafter are not discriminatory or excessive and will be in compliance with the law; and

WHEREAS, it is hereby found and determined that the water and wastewater standby or availability charges hereinafter set forth be fixed by the CCSD Board of Directors as the CCSD's water and wastewater standby or availability charges.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the CCSD as follows:

1. The recitals set forth hereinabove are true, correct and valid.
2. The Board of Directors of the CCSD hereby fixes the Water Standby or Availability Charges for the CCSD for the Fiscal Year 2020/2021 as follows:
 - a. For all parcels of one (1) acre or less: \$45.00.
 - b. For all un-subdivided land of more than one (1) acre:

- \$45.00 plus \$1.35 per acre over one (1) acre.
- c. For all subdivided land of more than one (1) acre:
 - (1) For the first ten (10) acres: \$45.00 per acre,
 - (2) For all such land over the first ten (10) acres: \$1.35 per acre.

Such charges shall be made to all such lands within the CCSD, or outside its territorial limits, to which water is made available by the CCSD for any purpose, whether or not the water is actually used. Unimproved properties that have not been issued an "Intent to Serve" letter or connection permit shall be exempt from this charge.

3. The Board of Directors of the CCSD hereby fixes the Wastewater Standby or Availability Charges for the CCSD for the Fiscal Year 2020/2021 as follows:
 - a. For all parcels of one (1) acre or less: \$30.00.
 - b. For all un-subdivided land of more than one (1) acre: \$30.00 plus \$0.90 per acre over one (1) acre.
 - c. For all subdivided land of more than one (1) acre:
 - (1) For the first ten (10) acres: \$30.00 per acre,
 - (2) For all such land over the first ten (10) acres: \$0.90 per acre.

Such charges shall be made to all such lands within the CCSD, or outside its territorial limits, to which wastewater is made available by the CCSD for any purpose, whether the water is actually used or not. Unimproved properties that have not been issued an "Intent to Serve" letter or connection permit shall be exempt from this charge.

4. The CCSD Board of Directors intends to hold a public hearing confirming the itemized reports describing each parcel and the amount of Water and Wastewater Standby or Availability Charges to be assessed against each parcel on May 14, 2020, at 2:00 p.m. at the following address: Cambria Veterans Memorial Building, 1000 Main Street, Cambria, California. If the State and County shelter-at-home orders are still effect on May 14, 2020, said public hearing shall be held by teleconference or other electronic format and additional notice shall be provided, including posting notice on the District's website: <https://www.cambriacsd.org>.
5. The CCSD Clerk is hereby authorized and directed to publish a notice of said public hearing prior to the date set for hearing, in a newspaper of general circulation printed and published in the County; and mail to each assessed property owner a notice of the filing of the report.

- 6. This Resolution shall take effect immediately upon its adoption.
- 7. This Resolution shall be available for public inspection in the offices of the CCSD Clerk at the following address: Cambria Community Services District, 1316 Tamsen Street, Suite 201, Cambria, California and on the CCSD website:
<https://www.cambriacsd.org/2020-04-16-board-meeting>.

PASSED AND ADOPTED THIS 16th day of April, 2020, by the following roll call votes:

Ayes:
Nays:
Absent:

Harry Farmer
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

Haley Dodson
Deputy District Clerk

Timothy J. Carmel
District Counsel

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.A.**

FROM: Harry Farmer, Board President

Meeting Date: April 16, 2020Subject: DISCUSSION AND CONSIDERATION
REGARDING 2020 BOARD GOALS
AND OBJECTIVES

RECOMMENDATIONS:

Staff recommends that the Board of Directors discuss and consider the goals and objectives of the Board for 2020.

FISCAL IMPACT:

There is no fiscal impact associated with this discussion.

DISCUSSION:

President Farmer presents the following for discussion and consideration as the Board's goals and objectives for 2020:

Goals:

- Complete the District's Emergency Water Facility Coastal Development Permit application, and proceed forward with the approval process
- Once given the opportunity, prepare the District's 2020 Urban Water Management Plan.

Objectives:

- Be receptive to, and understanding of, the economic challenges currently facing the residents and businesses of our community.
- Utilize the Cambria rate payers monies in as efficient and responsible manner as possible.
- Use effective and well intentioned decision making and overall transparency, thereby continuing to cultivate and obtain the trust of the citizenry of Cambria.
- Continue to take advantage of the diligent efforts and useful information provided by the Board's standing committees.

Attachment: 2019 Board Goals

CAMBRIA COMMUNITY SERVICES DISTRICT

DIRECTORS:

DAVID PIERSON, President
 HARRY FARMER, Vice President
 AMANDA RICE, Director
 CINDY STEIDEL, Director
 DONN HOWELL, Director



OFFICERS:

VACANT, General Manager
 MONIQUE MADRID, Acting General Manager
 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 2019 Board Goals

Approved on January 3, 2019

Goal 1: Public Outreach

Continuing the efforts that have been initiated with standing committees to improve public outreach and input should be an ongoing District goal. Addressing the efficiency and scheduling of Board meetings may also be important to consider for community engagement.

1. Ongoing efforts to develop improved relations within the community should be a considered a high priority.
2. Establish the approach for reviewing the status of goals.
 - a. Consider a bi-annual review;
 - i. During the budget process.
 - ii. During the mid-year budget reviews.
3. Consider goals to promote Board meeting efficiencies.

Goal 2: Mission Statement

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.B.**

FROM: John F. Weigold IV, General Manager

Meeting Date: April 16, 2020

Subject: DISCUSSION AND CONSIDERATION
OF IRRIGATION METER TRANSFER
AGREEMENT WITH JESSE ARNOLD
AND GREENSPACE**RECOMMENDATIONS:**

Staff recommends that the Board of Directors discuss and consider approval of the attached draft Irrigation Meter Transfer Agreement with Jesse Arnold and Greenspace to transfer an irrigation meter from property on Pierce Avenue (APN 023-362-030) to Greenspace's Creekside Reserve, located at 2264 Center Street (APN 013-264-23).

FISCAL IMPACT:

In accordance with the Board's direction, the draft Irrigation Meter Transfer Agreement waives the District's administrative fees; however, Greenspace will be responsible for the cost of installation of the meter.

DISCUSSION:

At its March 19, 2020 meeting, the Board of Directors continued its discussion of a request from Greenspace to approve the transfer of an irrigation meter that is currently located on Pierce Avenue (APN 023-362-030) to Greenspace's Creekside Reserve at 2264 Center Street (APN 013-264-23). The attached draft Irrigation Meter Transfer Agreement (the "Agreement") has been prepared based on the Board's discussion.

The Agreement uses a modified version of the CCSD's template for transfers of "positions" under the CCSD Code. It includes provisions to require that Mr. Arnold and Greenspace indemnify and hold the District harmless from any claims related the transfer and for the waiver of the District's administrative fees; however, Greenspace will be responsible for the cost of installation, as noted above.

The Agreement also includes a limitation on the use of water on the Greenspace property, but the amount of water has been left blank so that the Board can make a determination on this issue. In addition, the Agreement provides that as a condition precedent to the transfer, the parcel previously owned by Mr. Arnold and sold to Mr. and Mrs. Boles is to be merged with their adjacent parcel. A waiver and release is to be provided by Mr. and Mrs. Boles (the District has received a letter from Mr. and Mrs. Boles to that effect subsequent to the March 19, 2020 meeting). The Agreement is also to be recorded on Greenspace's property.

It is recommended that the Board consider and discuss the draft Agreement and, if acceptable, fill in the amount of water use limitation and authorize the General Manager to execute it on behalf of the District.

Attachment: Irrigation Meter Transfer Agreement

RECORDING REQUESTED BY AND
WHEN RECORDED RETURN TO:

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

Public Agency – Exempt from Recording Fee

IRRIGATION METER TRANSFER AGREEMENT

This **IRRIGATION METER TRANSFER AGREEMENT** (“Agreement”) is made this ____ day of _____, 2020 (the “Effective Date”) by and between Jesse Arnold (hereinafter “Transferor”), Greenspace - The Cambria Land Trust (hereinafter “Transferee”) and the Cambria Community Services District (“District”), a political subdivision of the State of California.

WHEREAS, District is a political subdivision of the State of California formed pursuant to California Government Code Section 61000 et seq.; and

WHEREAS, pursuant to Government Code Section 61100, the District provides water and sewer service to its customers within the District’s service area subject to the District’s rules, regulations and policies; and

WHEREAS, Transferor was previously the owner of real property located on Pierce Avenue (APN 023-362-030, the “Sender Property”) which is within the District’s service area and which has an Irrigation Meter (District Account Number ARN 0002, hereinafter referred to as “Irrigation Meter ARN 0002”); and

WHEREAS, Transferor sold the Sender Property, which is vacant, to the owners of an adjoining parcel (APN 023-362-039), Darrel Boles and Diana K. Boles, as Trustees of the Darrel Boles Family Trust dated May 23, 2005, who are in agreement with the transfer of Irrigation Meter ARN 0002 to Transferee, and who have agreed to provide the District with a waiver and release of any claims related to the Irrigation Meter, its transfer and use; and

WHEREAS, Transferee is the owner of the real property known as the Greenspace Creekside Reserve, 2264 Center Street (APN 013-264-23, the “Receiver Property”), which is located within the District’s service area; and

WHEREAS, the District has in effect a moratorium on new water service and has adopted certain rules and regulations governing the allocation of water service within the District’s service area; and

WHEREAS, the District defines a “position” pursuant to CCSD Municipal Code Sections 8-04.010 and 8.04.040 to include Irrigation Meters, and Irrigation Meters are recognized as “existing

commitments” under CCSD Municipal Code Section 8.04.030(A)(3) and identified as water meters installed on a parcel for park irrigation, landscape or agricultural irrigation or stock watering purposes only, and which do not have any present or future residential or commercial water service entitlement attached, do not have EDUs assigned, and do not include sewer service; and

WHEREAS, Subsection E of CCSD Municipal Code Section 8.04.100, provides that the General Manager may enter into contracts to transfer existing water commitments, to reduce current and/or future water demand, provide affordable housing opportunities, permanently retire lots from development, and/or provide for permanent open space; and

WHEREAS, Transferor desires to transfer Irrigation Meter ARN 0002 to the Receiver Property, pursuant to the terms and conditions hereof; and

WHEREAS, Irrigation Meters under the District’s rules and procedures are not limited in water use, and the terms and conditions of this Agreement provide for future limits on use of Irrigation Meter ARN 0002 and also the merger of the Sender Property with the adjoining property (APN 023-362-039), and therefore will reduce current and future water demand, satisfying the criteria required by the Municipal Code; and

WHEREAS, by this Agreement, the parties wish to set forth the terms and conditions to transfer Irrigation Meter ARN 0002 to the Receiver Property.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and the mutual promises herein contained, the parties agree as follows:

1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.
2. Transfer of Irrigation Meter ARN 0002. Subject to the terms and conditions herein, the District hereby authorizes the transfer of Irrigation Meter ARN 0002 to the Receiver Property.
3. District Fees and Charges. Administrative fees related to the Transfer of Irrigation Meter ARN 0002 are waived by the District; however, in accordance with the provision of the District’s Fee Schedule, Transferee shall pay all costs associated with relocating the meter.
4. Conditions on use of Irrigation Meter ARN 0002 In addition to paying all costs associated with relocation of Irrigation Meter ARN 0002, Transferees use of the meter shall be subject to the following conditions:
 - a. Use of Water. Use of water on the Receiver Property shall be limited to _____ units per _____.
 - b. Merger. The Sender Property shall be merged with the adjacent parcel (APN 023-362-039), owned by Darrel Boles and Diana K. Boles, as Trustees of the Darrel

Boles Family Trust dated May 23, 2005, pursuant to the provisions of the Subdivision Map Act into one (1) legal lot not later than ninety (90) days from the Effective Date of this Agreement. Such merger is a condition precedent to the actual transfer of the Irrigation Meter.

- c. **Waiver and Release.** Prior to the transfer, Transferee shall provide written documentation to District from Darrel Boles and Diana K. Boles, as Trustees of the Darrel Boles Family Trust dated May 23, 2005, that provides a waiver and release of any rights of ownership to Irrigation Meter ARN 0002 and indemnifies and holds the District harmless from any claims related to the transfer and use of the Irrigation Meter.
 - d. **Recordation.** This Agreement shall be recorded on the Receiver Property.
5. **Representations and Warranties.** Transferor and Transferee represent and warrant that Transferor has the right to transfer Irrigation Meter ARN 0002 and Transferee is the fee owner of the Receiver Property.
 6. **Compliance with District Rules, Regulations and Policies.** In addition to the terms and conditions set forth herein, Transferor and Transferee shall comply with all District rules, regulations and policies. In the event that any term or condition set forth herein conflicts with any other District rule, regulation or policy, the General Manager shall determine, in his/her sole and absolute discretion, which controls. The decision of the General Manager shall be final and binding on the parties.
 7. **Indemnification.** Transferor and Transferee agree to indemnify, defend and hold District, its officials, officers, agents and employees harmless from and against any and all claims, demands, damages, costs, expenses, judgments, or liability occasioned by their performance or attempted performance of the terms and conditions hereof, the transfer of Irrigation Meter ARN 0002 as set forth herein, the validity and/or enforceability of this Agreement or in any action arising out of this Agreement, including, but not limited to, those predicated upon theories of violations of statute, ordinance or regulation, violations of civil rights, inverse condemnation, equitable relief, or any wrongful act or any negligent act or omission to act on the part of Transferor or Transferee or their respective agent(s).
 8. **Release.** Transferor and Transferee hereby and for their heirs, executors, administrators, successors and assigns release, acquit and forever discharge the District, its officials, officers, agents and employees from and against any and all claims, petitions, actions, causes of actions, demands, rights, damages, costs, loss of service, expenses and compensation whatsoever, which the undersigned now have or which may hereinafter accrue, including any and all known and unknown, foreseen and unforeseen circumstances, on account of or in any way arising out of, directly or indirectly, the transfer of Irrigation Meter ARN 0002 as provided by this Agreement.

9. Binding on Successors in Interest. All provisions of this Agreement shall run with the land described herein and shall be binding on the parties hereto and their heirs, assigns and successors in interest.
10. Effect of Waiver. District's waiver of the breach of any one term, covenant or provision of this Agreement shall not be a waiver of a subsequent breach of the same term, covenant or provision of this Agreement or of the breach of any other term, covenant or provision of this Agreement.
11. Judicial Enforcement. Enforcement shall be by proceeding at law or in equity, either to restrain a violation or an attempted violation or by suit to recover damages against any person or persons violating or attempting to violate any term, condition, covenant or restriction contained herein.
12. Governing Law. This Agreement has been executed and delivered in, and shall be interpreted, construed and enforced pursuant to and in accordance with the laws of the State of California.
13. Enforceability. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired or invalidated thereby.
14. Notices. Unless otherwise provided, all notices herein required shall be in writing and delivered in person or sent by United States first class mail, postage prepaid. Notices required to be given as required herein shall be addressed as follows:
- | | |
|--|--|
| <p>Cambria Community Services District
P.O. Box 65
Cambria, CA 93428</p> | <p>Jesse Arnold
259 Ramona Drive
San Luis Obispo, CA 93405</p> |
| | <p>Greenspace – The Cambria Land Trust
P.O. Box 1505
Cambria, CA 93428</p> |
- Provided that any party may change such address by notice in writing to the other party, and thereafter notices shall be addressed and transmitted to the new address.
15. Attorney's Fees. If suit, arbitration or other action of any type or nature is brought to enforce any of the terms and conditions of this Agreement, be it in law or in equity, the prevailing party shall be entitled to an award of its attorney's fees in addition to all other costs and/ or expenses of collection, suit, arbitration and/ or other action taken.
16. Third Party Rights. Nothing in this Agreement, express or implied, is intended to confer upon any person, other than the parties and their respective successors and assigns, any rights or remedies.

17. Authority of Parties. All persons executing this Agreement on behalf of a party warrant that they have the authority to execute this Agreement on behalf of that party.

18. Captions and Headings. Captions and paragraph headings used herein are for convenience only. They are not a part of this Agreement and shall not be used in construing this Agreement.

19. Counterparts. This Agreement may be executed in one or more counterparts. Each shall be deemed an original and all, taken together, shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

**CAMBRIA COMMUNITY SERVICES
DISTRICT**

TRANSFEROR:

By: _____
John F. Weigold, IV, General Manager
Date: _____

Jesse Arnold

APPROVED AS TO FORM:

TRANSFeree:

Timothy J. Carmel, District Counsel
Date:

Mary Webb, President
Greenspace – The Cambria Land Trust

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **9.C.**FROM: John F. Weigold, IV, General Manager
Ray Dienzo, Utilities Department Manager/District Engineer-----
Meeting Date: April 16, 2020Subject: DISCUSSION AND CONSIDERATION
TO SCHEDULE A SPECIAL MEETING
REGARDING COASTAL
DEVELOPMENT PERMIT PROGRESS
AND DRAFT PROJECT DESCRIPTION
FOR THE SUSTAINABLE WATER
FACILITY

RECOMMENDATIONS:

Staff recommends that the Board discuss and consider scheduling a special meeting in order to discuss the Coastal Development Permit process and review the draft project description for the Sustainable Water Facility (SWF).

FISCAL IMPACT:

The cost of holding a special Board meeting is approximately \$1,000 for audio/visual services and staff time. The cost is reduced to about \$415 for meetings held remotely through Zoom.

DISCUSSION:

The District's SWF project was permitted under an Emergency Coastal Development Permit in May 2014. As required by conditions of the emergency CDP, the District applied for a Regular Coastal Development Permit (CDP) in June 2014. Since then, a Subsequent Environmental Impact Report was prepared and certified and included project modifications that warrant changes to the Project Description for the CDP application. Staff recommends that the Board set a date to review and discuss the updated draft Project Description and the status of the CDP application.