



CAMBRIA COMMUNITY SERVICES DISTRICT

MEETING	TIME & DATE	LOCATION
Board of Directors	10:00 AM Thursday, February 13, 2025	Cambria Veterans' Memorial Hall, 1000 Main Street, Cambria, CA 93428

## **AGENDA**

### **Regular Board Meeting**

**February 13, 2025 10:00 AM**

**In person at:**

**Cambria Veterans' Memorial Hall  
1000 Main Street, Cambria, CA 93428**

**AND via Zoom at:**

**Please click the link to join the webinar: [HERE](#)**

**Webinar ID: 871 0432 3005**

**Passcode: 573106**

Copies of the staff reports or other documentation relating to each item of business referred to on the agenda are on file in the CCSD Administration Office, available for public inspection during District business hours. The agenda and agenda packets are also available on the CCSD website at <https://www.cambriacsd.org/>. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting or if you need the agenda or other documents in the agenda packet provided in an alternative format, contact the Confidential Administrative Assistant at 805-927-6223 at least 48 hours before the meeting to ensure that reasonable arrangements can be made. The Confidential Administrative Assistant will answer any questions regarding the agenda.

#### **1. OPENING**

- 1.A Call to Order**
- 1.B Pledge of Allegiance**
- 1.C Establishment of Quorum**
- 1.D President's Report**
- 1.E Agenda Review**

#### **2. BOARD MEMBER COMMUNICATIONS**

Any Board Member may make an announcement, report briefly on his or her activities, or ask a question for clarification.

#### **3. ACKNOWLEDGEMENTS**

- 3.A Swearing in of New Fire Captain and SAFER Firefighter**

#### **4. PRESENTATIONS**

- 4.A Receive a Presentation from Kevin Merk Associates, LLC Regarding Cambria Water Reclamation Facility Adaptive Management Plan Quarterly Baseline Monitoring - Summer & Fall 2024
- 4.B Receive a Presentation from the PROS Community Park Ad Hoc Committee on the Community Park Conceptual Plan

**5. 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. Written comments should be submitted to the Confidential Administrative Assistant via email or the [submission portal](#) at least 24 hours before the Board meeting. Written comments will not be read aloud during the meeting. Individuals submitting written comments are encouraged to provide their full name and contact information (such as an email address or phone number). Please note: Personal information, such as e-mail addresses, telephone numbers, home addresses, and other contact information will be redacted by District staff for privacy purposes prior to distribution and posting. Please do not include any other information in your communication that you do not want to be made public, since written comments are public records. The written comments submitted at least 24 hours in advance will be compiled and distributed to all Board members and posted on the website 24 hours before the Board meeting for review and will be available in hard copy at the meeting.

**6. PUBLIC SAFETY**

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

**7. CONSENT AGENDA**

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

- 7.A Consideration to Adopt the January 2025 Expenditure Report
- 7.B Consideration to Adopt the January 9, 2025 Regular Meeting Minutes and January 16, 2025 Special Meeting Minutes
- 7.C Consideration of Adoption of Resolution 08-2025 Amending the Parks, Recreation & Open Space (PROS) Committee Meeting Schedule
- 7.D Consideration of Adoption of Resolution 14-2025 Approving a Side Letter Agreement between CCSD and Service Employees International Union (SEIU) Local 620
- 7.E Consideration to Direct Staff and District Counsel to Review the Board and Standing Committee Bylaws
- 7.F Consideration of Adoption of Resolution 09-2025 Establishing 2150 Main St #1-A, Cambria, CA 93428, as the Official Physical Address of the Cambria Community Services District

## **8. REGULAR BUSINESS**

- 8.A** Receive and File the Second Quarter Budget Report for FY 2024/25
- 8.B** Discussion and Consideration of Adoption of Resolution 10-2025 Amending the Board and Standing Committee Bylaws to Establish a Fire Protection Committee, Adoption of Resolution 11-2025 Amending the List of Designated Positions Subject to the District's Conflict of Interest Code, and Adoption of Resolution 12-2025 Establishing the 2025 CCSD Fire Protection Committee Meeting Schedule
- 8.C** Discussion and Consideration of Standing Committee Chair and Liaison Appointments
- 8.D** Discussion and Consideration to Fill Vacant Seats on the Standing Committees
- 8.E** Discussion and Consideration of Introduction of Ordinance 01-2025 Adding Chapter 6.05 to the Cambria Community Services District Municipal Code Regarding Weed Abatement Standards - Amended 2/11/2025
- 8.F** Receive Public Input Related to the Strategic Plan - Amended 2/11/2025
- 8.G** Discussion and Consideration of the Agenda and Preparations for the March 3, 2025 Strategic Planning Workshop Special Meeting
- 8.H** Discussion and Consideration of Adoption of the Budget Policy Revisions Recommended by the Staff and Finance Committee
- 8.I** Discussion and Consideration of Adoption of Resolution 13-2025 Amending the Fiscal Year 2024/2025 Final Budget for ESRI GIS Services
- 8.J** Receive a Presentation from ASTERRA and Discussion and Consideration of Approval of an Agreement for Consultant Services for Satellite-Based Leak Detection Services for Water and Wastewater;

## **9. MANAGER REPORTS**

- 9.A General Manager's Report**
- 9.B Facilities & Resources Manager's Report**
- 9.C Finance Manager's Report**
- 9.D Utilities Report**

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

- 10.A Finance Committee's Report**
- 10.B PROS Committee's Report**
- 10.C Resources & Infrastructure Committee's Report**
- 10.D Other Liaison Reports & Ad Hoc Committee Reports**

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

This is an opportunity to request a formal agenda report be prepared and the item placed on a future agenda. No formal action can be taken except to direct the General Manager to place a matter of business on a future agenda by majority vote.

## **12. ADJOURN**

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **4.A**

FROM: Matthew McElhenie, General Manager  
Jim Green, Utilities Department Manager

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Meeting Date: February 13, 2025      Subject: Receive a Presentation from Kevin Merk Associates, LLC Regarding Cambria Water Reclamation Facility Adaptive Management Plan Quarterly Baseline Monitoring - Summer & Fall 2024

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**FISCAL IMPACT:**

There is no fiscal impact associated with this item.

**DISCUSSION:**

Kevin Merk will present the findings from the Summer and Fall 2024 baseline monitoring efforts associated with the Adaptive Management Plan (AMP) for the Water Reclamation Facility (WRF). The presentation will highlight key observations, trends, and recommended actions based on the collected data.

**ATTACHMENTS:**

1. [Cambria Water Reclamation Facility Adaptive Management Plan Quarterly Baseline Monitoring - Summer & Fall 2024](#)

**CAMBRIA WATER RECLAMATION FACILITY  
ADAPTIVE MANAGEMENT PLAN  
QUARTERLY BASELINE MONITORING  
Summer and Fall 2024**



*Prepared for:*

**Cambria Community Services District**  
P.O. Box 65  
Cambria, California 93428

*Prepared by:*



**Kevin Merk Associates, LLC**  
P.O. Box 318  
San Luis Obispo, California 93406

*October 2024*

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## **1.0 INTRODUCTION**

Kevin Merk Associates, LLC (KMA) conducted surface water and habitat monitoring for the Cambria Water Reclamation Facility (WRF) Project (formerly called the Cambria Sustainable Water Facility Project), as detailed in the project's Adaptive Management Plan (AMP; Michael Baker International [MIB] 2017a). The study area is located in the lower San Simeon and Van Gordon creeks as shown on exhibits included in the AMP. It is located to the south and east of Cambria Community Services District's (CCSD's) WRF and water infrastructure, and north and east of Hearst San Simeon State Park. The site is approximately 2.0 miles southeast of San Simeon, in San Luis Obispo County, California. For further site location information, please refer to maps provided in the AMP. This report presents the results of summer and fall quarterly monitoring for 2024.

## **2.0 BACKGROUND**

The WRF is designed to pump groundwater from an existing well near the confluence of San Simeon and Van Gordon creeks, treat it, and reinject it back into the groundwater aquifer via a recharge infiltration well located near three wells used by the CCSD for Cambria's potable water supply. The source water from Well 9P7 consists of brackish groundwater, percolated treated wastewater from the CCSD's adjacent wastewater ponds, and possibly creek underflow. Injection would slow the flow of groundwater to the ocean and would protect the potable well field from saltwater and percolated treated wastewater intrusion. Additionally, treated wastewater effluent would be discharged into the San Simeon Creek Lagoon to maintain water levels. The WRF at the San Simeon Creek Road location was constructed in 2014 under an emergency Coastal Development Permit (CDP) that allows it to operate only during water shortages that meet defined thresholds. The CCSD is proposing that the WRF be authorized for long-term use to provide a reliable water supply during future water shortages.

Operation of the WRF could have the potential to influence surface flows in San Simeon and Van Gordon creeks, which in turn could adversely affect several special-status animal species that inhabit this area. Reduced flows resulting from WRF operation could directly impact aquatic species, and in combination with decreased groundwater levels, could negatively affect riparian habitat through reduced soil moisture. Implementation of the AMP was required in the project's Revised Final Subsequent Environmental Impact Report (RFSEIR) under Mitigation Measure BIO-7 (MIB 2017b) and is a condition of the CDP. The AMP describes methods to assess changes in groundwater and surface water; to determine the interaction of groundwater and surface water with instream and riparian habitat; and, special-status species monitoring (MIB 2017a). Once baseline levels are established, specific thresholds shall be determined that trigger adaptive management (MIB 2017a). Additionally, the *San Simeon Creek Instream Flows Assessment* provided an independent evaluation of WRF effects on surface flows as they relate to special-status species habitat, and established thresholds for management of the habitat (Stillwater Sciences 2024).

The WRF has not been in operation since 2015, and baseline data per the AMP guidelines have been conducted from January 2015 through May 2023 by other investigators. This period of baseline data collection has shown considerable variation in many of the variables measured under the AMP due to natural fluctuations in surface water levels and availability in this intermittent stream system, as well as annual variability in special-status species populations (Cleveland Biological, LLC 2022). Currently, KMA is working with the CCSD to refine the methods and parameters monitored under the AMP to more efficiently accomplish plan goals under a quarterly monitoring program until the WRF is in operation. This report summarizes the initial KMA monitoring effort, which addresses a subset of the habitat variables described in the AMP. Additional aspects of the AMP will be implemented during monitoring for the next quarter.

### 3.0 METHODS

Eight habitat monitoring sites were established in the AMP (MIB 2017a) and the locations were generally adopted by Cleveland Biological, LLC (2022), except that the latter repositioned three of the sites. KMA utilized the six San Simeon Creek sites identified in Cleveland Biological, LLC (2022) in order to assess trends in the parameters. However, high flows in winter 2023/2024 had reconfigured the channel morphology and substrate conditions, and it was not possible to precisely replicate physical conditions described by Cleveland Biological, LLC. Additionally, each of the eight sites monitored by Cleveland Biological, LLC (2023) were riffles or runs, which naturally dry down faster than pools as seasonal flows decline. In addition, riffles and runs are expected to have a lower chance of being influenced by groundwater level fluctuation when the WRF is operational. Therefore, KMA selected persistent pools as close to the previously identified monitoring sites as possible. The two monitoring sites on Van Gordon Creek were inaccessible due to dense brush and fallen trees within the channel. Habitat conditions for Site 7 were assessed from the farthest upstream point that could be accessed by walking upstream from the confluence with San Simeon Creek, and Site 8 was closer to Hab-8 identified in the AMP and was evaluated from the San Simeon-Monterey Creek Road crossing. The goal of KMA monitoring going forward will be to establish eight permanent monitoring sites at pools that can be accessed from outside of the stream channels during periods with high flows.

Monitoring for the summer quarter was conducted by KMA's Principal Biologist Kevin B. Merk and Senior Biologist Susan V. Christopher, Ph.D., on August 21, 2024 from 1115 to 1315 hours. The air temperature was around 66 degrees Fahrenheit (°F), with winds off the ocean less than 5 miles per hour and clear conditions with good visibility. The beach berm across the lagoon was closed and flows were backed up from the lagoon to upstream of the Van Gordon Creek Road bridge, where the stream channel was accessed. The observers walked in the channel going upstream and recorded data at each of the monitoring locations. The data collected at each site included:

- Maximum width of surface water;
- Maximum depth;
- Channel width at the ordinary high water mark (OHWM);
- Qualitative description of flow;
- Substrate type; and,
- Presence and type of algae.

Water depth was measured using a stadia rod. Surface water and channel width at the OHWM were visually estimated. Photographs were taken to document conditions at each of the monitoring sites, and are included in Appendix A Photo Plate. Animal species seen incidentally during the survey were also recorded.

Monitoring for the fall quarter was again conducted by Kevin B. Merk and Susan V. Christopher, Ph.D., on October 24, 2024 from 1400 to 1645 hours. The air temperature was around 70 °F, with calm winds and clear conditions with good visibility. The beach berm across the San Simeon Creek lagoon was closed and flows were backed up from the lagoon to upstream of the confluence with Van Gordon Creek. The tide cycle was low at 1118 hours and high at 1639 hours. Water temperature was approximately 62 °F and appeared to be relatively consistent throughout the survey area. The observers walked in the channel going upstream from the Van Gordon Road bridge and recorded data at each of the monitoring locations. The data collected at each site included:



- Maximum width of surface water;
- Maximum depth;
- Qualitative description of flow;
- Presence and type of algae; and,
- Aquatic species observed.

Water depth was measured using a stadia rod and surface water width was visually estimated. Four photographs were taken at each site to document habitat conditions, and are included in Appendix A Photo Plate. Animal species seen incidentally during the survey were recorded. Additionally, focused visual surveys were conducted for aquatic species throughout the survey area along with a reference visit to the slough adjacent to the Washburn Day Use Area. Target species searched for were tidewater goby (*Eucyclogobius newberryi*), south-central California coast Distinct Population Segment steelhead (*Oncorhynchus mykiss irideus* pop. 9), southwestern (=western) pond turtle (*Actinemys pallida*), California red-legged frog (*Rana draytonii*), and two-striped gartersnake (*Thamnophis hammondi*). Binoculars were used to scan areas ahead within the surveys area. The focused survey for aquatic species is consistent with Mitigation Measure BIO-7 in the RFSEIR for biannual surveys for these species, and will be repeated next spring. Additionally, a night-time survey for the California red-legged frog will be conducted in February/March 2025 during optimal survey periods. Except for the area near the bridge that had water backed up from the lagoon, the water was too shallow for adult California red-legged frogs and it was determined to be too late in the year to reliably conduct a night survey given low water level and colder night temperatures.

**4.0 RESULTS**

The data collected during the monitoring visits are presented in Tables 1 and 2. See Section 3.0 for a description of the parameters measured.

**Table 1. Surface Water and Habitat Data from August 21, 2024**

	Site 1	Site 2	Site 3	Site 4	Site 5	Site 6	Site 7
<b>Width</b>	15'	12'	15'	18'	36'	36'	0
<b>Depth</b>	27"	19"	18"	11"	6"	29"	0
<b>OHWM</b>	60'	47'	51'	61'	70'	70'	12'
<b>Flow</b>	Isolated pool	Dry upstream, ponded water downstream	Dry upstream, barely flowing out of pool	Dry upstream, flowing out of pool	Little flow	Backed up from lagoon	Dry
<b>Substrate</b>	Sand, silt, gravel in pool, cobble on bench	Scoured against bedrock	Loose sand	Cobble, gravel	Silty clay	Cobble, gravel	Cobble
<b>Algae</b>	None	Surface	Surface	Submergent	None	Surface, Submergent	N/A

At least one tidewater goby was seen incidentally during the survey. Sierran treefrog (*Pseudacris sierra*) metamorphs and threespine stickleback (*Gasterosteus aculeatus*) were also observed. Special-status avian species seen were great blue heron (*Ardea herodias*), great egret (*Ardea alba*), and three roosting snowy egrets (*Egretta thula*). Additional avian species that are not considered special-status were also observed.

**Table 2. Surface Water and Habitat Data from October 24, 2024**

	Site 1	Site 2	Site 3	Site 4	Site 5	Site 6	Sites 7 & 8
<b>Width</b>	0	6'	14'	17'	36'	40'	0
<b>Depth</b>	0	15"	16"	13"	6"	36"	0
<b>Flow</b>	Dry	Isolated pool	Dry upstream, shallow standing water downstream	Standing water	Little flow	Backed up from lagoon	Dry
<b>Algae</b>	Dried	Surface	Low surface	Filamentous floating Substrate blue-green	Substrate blue-green	Low surface, Submergent filamentous	N/A
<b>Animals</b>	None	None	Stickleback	Stickleback	Giant water bug	Tidewater goby, water boatmen	N/A

Adult tidewater gobies were very common from the Van Gordon Road bridge upstream to the extent of water backed up from the lagoon. Density estimates were 10 to 30 individuals per square meter. Threespine stickleback were schooling in most pools, included isolated pools upstream that were drying up. No juvenile steelhead were observed. Sierran treefrog metamorphs were in the dry creek bed. One adult southwestern pond turtle was observed in the slough. Great blue heron, great egret, and roosting snowy egrets were seen in the survey area, as well as several avian species that are not considered special-status. One monarch butterfly (*Danaus plexippus plexippus*) was observed flying through the creek corridor.

The RFSEIR determined that because the evaporation pond within the CCSD facility could attract California red-legged frogs, it shall be surrounded by an appropriate frog-exclusion fence. An ERTEC E-fence was installed between 2014 and 2016. The condition of the pond and fence was assessed from outside of the perimeter fence for the facility. There was shallow ponded water collected on the pond liner, and the exclusion fence was weathering and would not effectively exclude frogs. Dense weeds were throughout the site.

## 5.0 CONCLUSIONS AND RECOMMENDATIONS

The results of the summer and fall quarterly AMP monitoring surveys are provided in Tables 1 and 2 above. Overall, the stream was in excellent condition with the lower reach supporting pools and riffle/run complexes, and abundant wildlife. The riparian and seasonal wetland habitats supported a diverse suite of species that have been recorded during previous annual monitoring efforts. The variables designated for monitoring in the AMP are highly fluctuating between years based upon the amount of rainfall received, and within years as seasonal stream flows decline in this intermittent system. The AMP and past monitoring have not included a comparison of total annual rainfall received, or a comparison of precipitation patterns over the course of each year, in the analysis of the surface water monitoring. Precipitation has a direct effect on most of the variables selected for monitoring. In these systems, several successive years of normal precipitation can influence groundwater levels and surface water input from headwaters areas.

The goal of the AMP is to detect changes in the aquatic systems as a result of operation of the WRF by plotting time-series data of the parameters and examining trends before and after WRF

operation (Stillwater Sciences 2024). Determining "normal seasonal trends" is problematic because the variables selected for monitoring fluctuate due to numerous natural factors that are characteristic of intermittent streams in a Mediterranean climate. In addition, variables such as stream flow, dissolved oxygen, total dissolved solids, salinity, instream cover, substrate type, and substrate embeddedness vary annually and seasonally based upon the exact point in which these parameters are measured. Even where permanent sampling points are established, conditions will change annually based upon scouring flows that rearrange substrate and remove vegetation, deposit sediment, and supply from upstream areas. Trend data where zero values are obtained during dry conditions can also create challenges in interpreting parameter values over time. Studies using measurement of these types of variables are best suited for habitat typing (i.e., steelhead habitat suitability) comparisons between drainages at the landscape scale. Monitoring these variables within this intermittent drainage system over time may not truly provide the determination that the WRF operations are causing adverse impacts to instream pools and surface water flow. Causation cannot be established between the factor and the measured values when these values can be influenced by a number of other factors given the dynamic nature of the system.

While the creek is flowing continuously between upstream sources and the ocean, the influence of groundwater in the surrounding area on surface water levels is expected to be minimal. It is recommended that monitoring to determine the effects of WRF operations, when active, should be timed to occur when the creek starts to dry down with the formation of isolated pools. This is a dynamic process and is expected to change on an annual basis. The AMP monitoring can be tailored to focus on the correlation between the depth of the groundwater and surface water persistence in isolated pools to determine whether recharge into the system is compensating for groundwater pumping. The use of groundwater well monitoring in combination with direct observations of surface conditions within the riverine habitats will be critical to determine if WRF operations are adversely affecting instream pools supporting special status wildlife. The very nature of the AMP should be adaptive in the approach to monitoring data collection, including the amount of water withdrawals at the municipal potable water wells that can also be incorporated into the analysis.

## **6.0 REFERENCES**

- Cleveland Biological, LLC. 2022. Draft Cambria Community Services District Water Reclamation Facility Adaptive Management Plan Annual Report 2022. Prepared for Cambria Community Services District, Cambria, California.
- Cleveland Biological, LLC. 2023 (May 20). Cambria Community Service District Adaptive Management Plan Biological Monthly Report. Prepared for Cambria Community Services District, Cambria, California.
- Michael Baker International (MBI). 2017a (July 13). Cambria Sustainable Water Facility Project, San Luis Obispo County, California, Adaptive Management Plan (AMP). Prepared for Cambria Community Services District, Cambria, California.
- Michael Baker International (MBI). 2017b (July 12; Revised Final). Cambria Sustainable Water Facility Project Subsequent Environmental Impact Report. SCH No. 2014061073. Prepared for Cambria Community Services District, Cambria, California.
- Stillwater Sciences. 2024. San Simeon Creek Instream Flows Assessment. Final Report. Prepared for Cambria Community Services District, Cambria, California.

# **APPENDIX A**

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## **Photo Plate**



**Appendix A. Photo Plate**



**Site 1 on August 21, 2024**



**Site 1 on October 24, 2024**



**Site 2 on August 21, 2024**

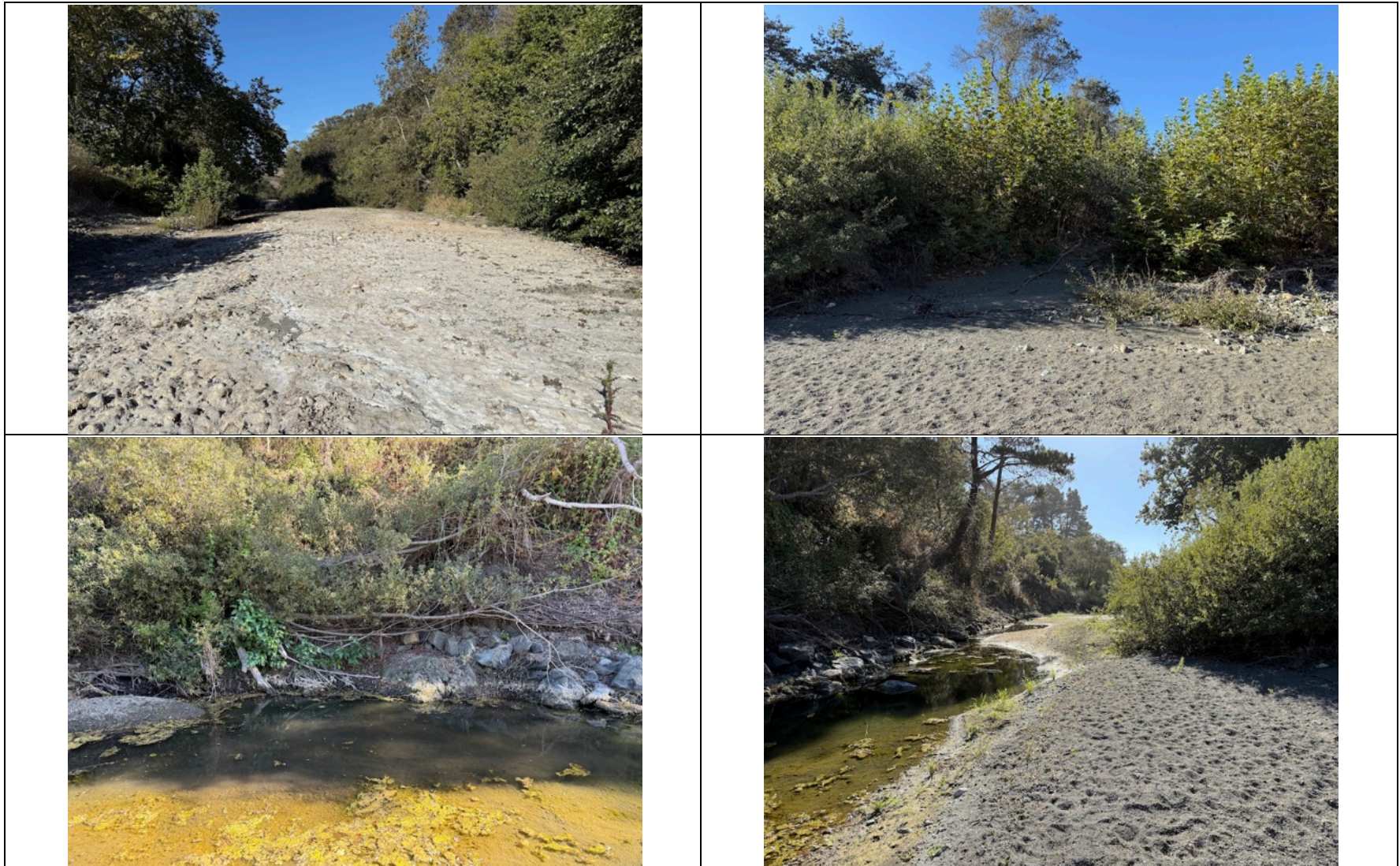


**Site 2 on October 24, 2024**

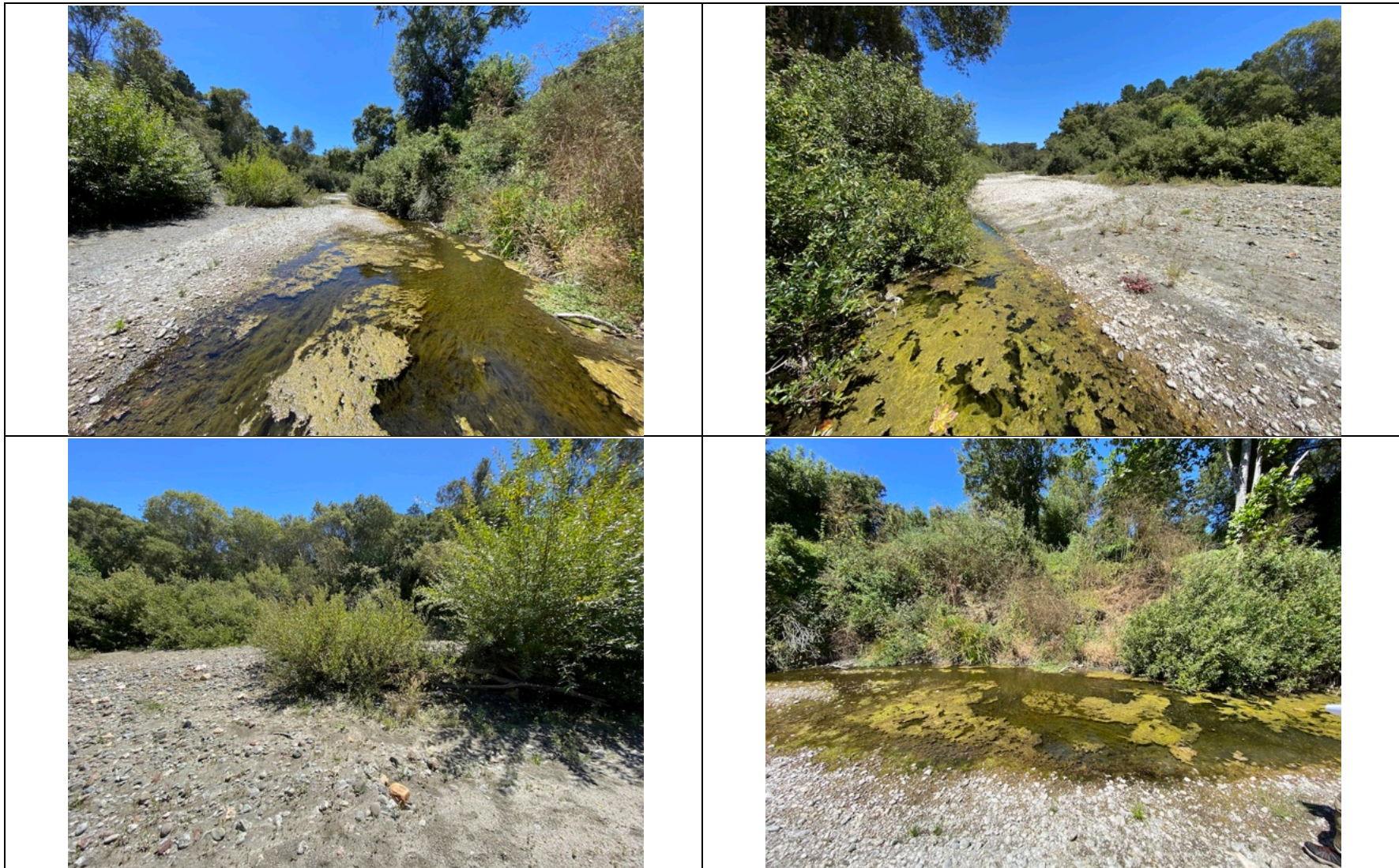




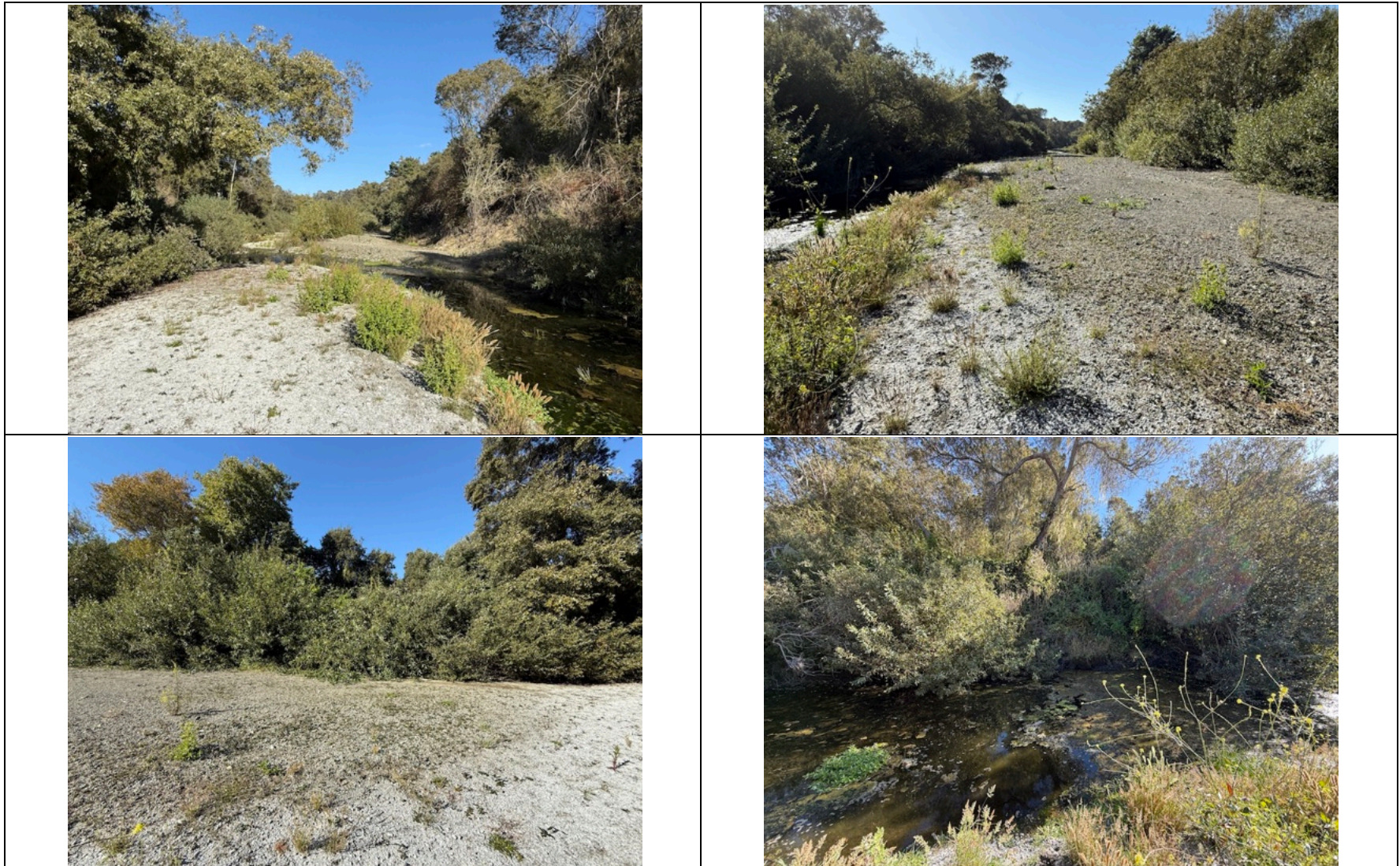
**Site 3 on August 21, 2024**



**Site 3 on October 24, 2024**



**Site 4 on August 21, 2024**



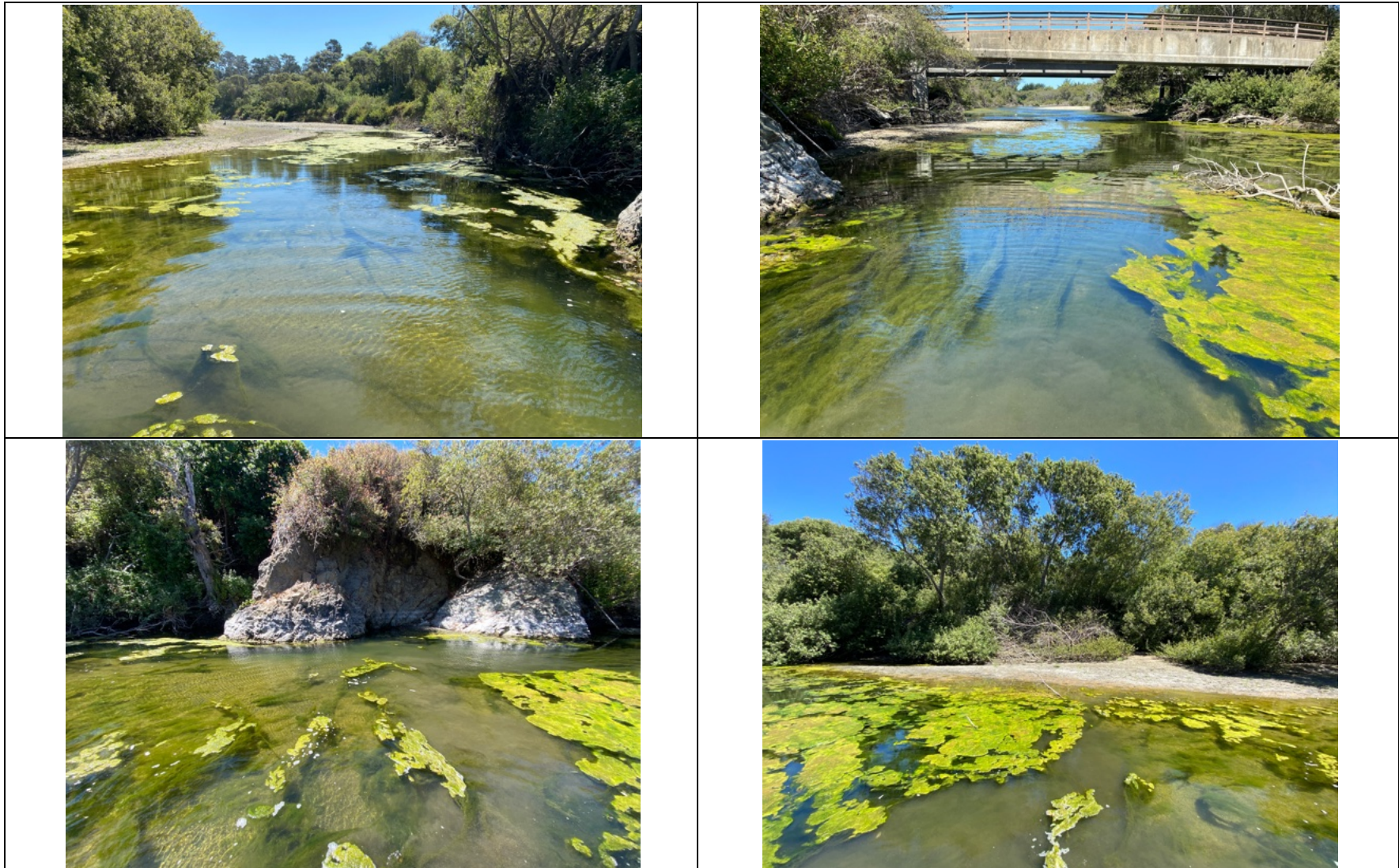
**Site 4 on October 24, 2024**



**Site 5 on August 21, 2024**



**Site 5 on October 24, 2024**



**Site 6 on August 21, 2024**



**Site 6 on October 24, 2024**





**Site 7 on August 21, 2024**



**Site 8 at San Simeon-Monterey Creek Road, downstream (left) and upstream (right) on October 24, 2024**



**Lagoon at Highway 1, downstream (top) and upstream (bottom) on October 24, 2024**



**Lagoon Downstream from Van Gordon Creek Road Bridge on October 24, 2024**

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **4.B**

FROM: Matthew McElhenie, General Manager

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Meeting Date: February 13, 2025

Subject: Receive a Presentation from the PROS Community Park Ad Hoc Committee on the Community Park Conceptual Plan

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**FISCAL IMPACT:**

There is no fiscal impact associated with this item.

**DISCUSSION:**

The East Ranch Community Park Plan Phase 3 is a critical step in the continued development and enhancement of the Park. This phase focuses on expanding park facilities and integrating sustainable practices to meet the community's growing needs.

It is recommended that the Board of Directors receive a presentation on the Community Park Conceptual Plan.

**ATTACHMENTS:**

1. [Cambria CSD East Ranch Community Park Phase 3 Plan](#)

# Cambria CSD East Ranch Community Park Phase 3 Plan

Updated: 29 January 2025

Version: Draft



**Submitted by the East Ranch Community Park ad hoc committee:**

Jeff Wilson

Shannon Sutherland

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## Purpose

The scope of the East Ranch Community Park ad hoc committee Phase 3 Plan is to provide a list of recreational components that will be included within the park's boundaries. This document includes a project history summary of Phase 1 and Phase 2 development, the current state of the East Ranch Community Park area, the ad hoc committee methodology for selecting the recreational components, community engagement, and feedback. The Phase 3 Plan is designed to be a high-level overview and does not include cost estimates, building plans, or maintenance plans. However, cost, funding, permitting viability, and maintenance have been critically considered in the selection of the recreational components represented in this plan. The Phase 3 Plan is designed to be broken down into versions by recreational components. For example, Disc Golf may be presented to the CCSD Board as Phase 3.1 and will include cost estimates, funding sources, building plans, and maintenance proposals.

## Goal

The goal of the Phase 3 Plan is to receive CCSD Board adoption.

## References

- Community Park Phase 3 Plan Presentation
- Community Park Phase 3 L1 Map
- [East-West Ranch Public Access and Resource Management Plan and Easement](#)
- [Final Master Environmental Impact Report](#) (EIR)

## Background

In 2000, the property formerly known as the Fiscalini Town Ranch, later the East-West Ranch, and currently known as the Fiscalini Ranch Preserve, was preserved in perpetuity through a unique coalition of public and private efforts and funding. Cambria CSD holds title to the property, and Friends of the Fiscalini Ranch Preserve (FFRP) holds the conservation easement. At the time of acquisition, and in all subsequent plans and considerations, a portion of the property was designated as a recreational community park, which we currently refer to as the East Ranch Community Park. The ad hoc committee plans to engage the community in naming the park.

A Conservation Easement, defined in the *East-West Ranch Public Access & Resource Management Plan & Easement* dated April 24, 2003, was granted by the CCSD to the North Coast Small Wilderness Area Preservation (NCSWAP). Subsequently, on February 2, 2008, NCSWAP filed a name change to the Friends of the Fiscalini Ranch Preserve (FFRP) to hold this conservation easement over the Fiscalini Ranch Preserve in perpetuity. Article K.5.m of this conservation easement, on page 9, states, under Permitted Uses and Activities: *Preparation of*



*plans and construction of improvements consistent with active recreational uses in the Community Park Area.*

Exhibit B in the Conservation Easement - Description of Community Park Area, states: The area for the Community Park is undetermined, but it will be within the borders outlined in Exhibit B and determined when the Community Park Conceptual Master Plan is accepted.

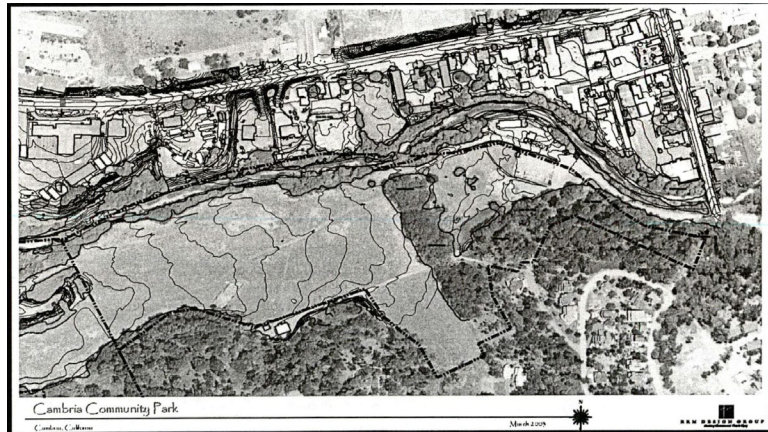
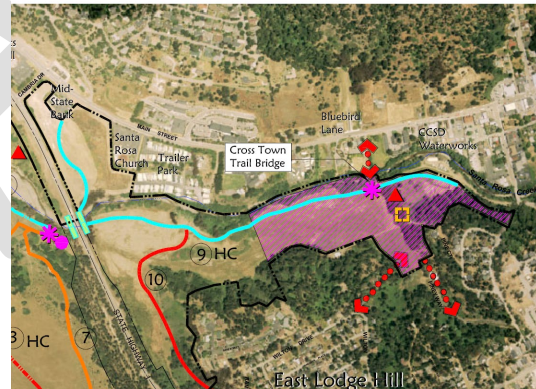


Exhibit D in the Conservation Easement -The East-West Ranch Public Access & Resource Management Plan (the **Ranch Management Plan**) adopted on April 24, 2003, on page 26, made provisions for the East Ranch Community Park: *Area sufficient to support the community's desired uses and facilities as planned for East Ranch. For the general location of the park, see Exhibit 1. The precise uses, activities, and design will be determined in a separate process. The Community Park will be designed to connect to other areas of the Ranch.*

Public Access and Resource Management Plan



Through the tireless efforts of the former PROS Commission, CCSD staff, and Boards, a 2007 Proposed Community Park Master Plan was developed, which was later revised as the 2009 Revised Community Park Plan, dated August 26, 2009.

Based on these plans, the *Final Master Environmental Impact Report (EIR)* was developed and certified by the Board on November 16, 2009.

# Phase 1 Development

On September 13, 2012, the SLO County Planning Commission granted Development Plan/Coastal Development Permit DRC2010-00026, which includes provisions for an East Ranch Community Park. Because a portion of this plan was executed in Phase 1, this CDP is vested with no expiration date.

On March 18, 2016, CCSO applied for, and on October 20, 2016, SLO County issued Permit # PMT2015-02586, the construction permit for Fiscalini Ranch Preserve Community Park Phase 1, which included:

- Grading, drainage, retention swales, emergency access road, red rock parking area, and new dog park.
- ADA parking stalls with required signage.
- ADA path of travel to dog park and gate.
- Storm drain catch basin and underground storm drain pipe.

Firma Landscape Architects created the landscape design for Phase 1, and Civil Design Studios performed the civil engineering. Groundbreaking for the Fiscalini Ranch East Park Phase 1 Project started on July 25, 2017, with General Contractor Chaves Construction and was substantially complete as of December 5, 2017.



The Current State East Ranch Community Park is defined in Sheet L0, Existing Conditions, Fiscalini East Ranch Preserve, dated 3/25/2024, which reflects the as-built conditions following Phase 1 development, reported to and accepted by the CCSD Board on April 11, 2024.



## Phase 2 Development

Phase 2 of the East Ranch Community Park Project is currently underway. Phase 2 scope includes a restroom and ADA-compliant pathways from the parking area to the restroom.

There were numerous PROS Commission discussions regarding the need for a restroom on the East Ranch before the next development phase, extensive community input, and progressing design details during 2019-2021. At the [August 4, 2021, meeting](#), PROS voted unanimously to refer their preferred design recommendation to the Board.

- Links to the [Agenda](#) and [Minutes](#).

On [September 9, 2021](#), the Board voted unanimously to approve the proposed restroom design, which includes potable or non-potable flush toilets and sinks. Reference Agenda Item 6C, pages 19-30. The Board received the final design on October 14, 2021, and directed staff to move the project forward.

- Reference [Agenda](#) Item 6B, pages 28-68.

On [March 1, 2022](#), Utilities Department Manager/ District Engineer Dienzo reported to PROS that the Construction Permit application had been submitted to County Planning, followed by multiple rounds of information requests and permit submittals.

During the [December 7, 2023, Board Meeting](#), the Board approved the Intent to Serve Letter for the East Ranch Restroom and approved a change to the Community Park Master Plan to allow the water-serving restroom design. Reference [Agenda](#) Item 4G, pages 82-111, at 2:58 PM. For a detailed history of the East Ranch Community Park restroom timeline reference:

- Pages 100-104 of [this agenda packet](#).

The County issued Construction Permit # PMTC2022-00061 on April 16, 2024. CCSD staff issued the purchase order to The Public Restroom Company (PRC) in June 2024 for the prefabricated restroom building and paid PRC \$198,237 on June 12, 2024. Delivery is currently scheduled for February 3, 2025. Site preparation is currently in progress.

## Phase 3 Development

During the September 14, 2023, CCSD Board meeting, the former PROS Commission was replaced by the PROS Committee under the bylaws governing the other CCSD Standing Committees. Continuing the momentum of the former PROS Commission, at the November 7, 2023 PROS Committee meeting, the Community Park Plan ad hoc committee was formed to define a plan for the next phase of Community Park development on the East Ranch. The Phase 3 methodology summarizes the efforts of this ad hoc committee to date. We have conducted an extensive review of the various defining documents, including:

- The [Conservation Easement](#)
- The [Ranch Management Plan](#)
- The [Final Master Environmental Impact Report](#)
- The [Coastal Development Permit DRC2010-00026](#)

From document reviews and discussions with FFRP, we have clarified that the following two APNs define the boundaries of the community park:

- APN 013-131-038, approximately 18 acres, with SLO County Land Use Designation, including Recreation
- APN 013-131-033, approximately 1.58 acres, with SLO County Land Use Designation Recreation

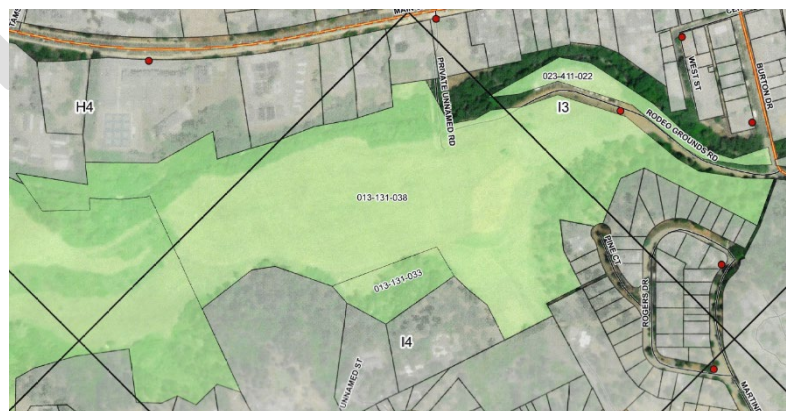


Figure 1 - Map of the two APNs that define the boundaries

Figure 1 is a map of the two APNs that define the boundaries of the East Ranch Community Park. The southern and western boundaries of the community park area are the APN boundaries. Since the northern APN boundaries include Santa Rosa Creek, the effective community park boundary will be a reasonable distance south of the Santa Rosa Creek bank. The parking area fairly defines the eastern boundary and will be further defined as CCSD Utilities and Facilities and Resources staff progress plans for facility relocations and upgrades.

The ad hoc committee worked with Firma Landscape Architects to develop Sheet L0, Existing Conditions, Fiscalini East Ranch Preserve, dated 3/25/2024, to reflect the as-built current state of the community park area. SLO County Planning stated that:

- The addition of anything movable is acceptable in the Community Park before the restroom is operational.
- Nothing permanent until after the restroom is operational.

## Project Viability Matrix

To determine which recreational components should be included in the Phase 3 plan, the ad hoc committee created a Project Viability Matrix (PVM) to determine whether a project is worth pursuing, feasible, and aligned with our goals and resources. Each recreational component was moved through the defined criteria:

- What would the footprint look like?
- Is the project listed in or consistent with the spirit of the approved Coastal Development Permit, CDP DRC2010-00026?
- Is the project consistent with the Environmental Impact Report?
- Is the project consistent with the Conservation Easement and Ranch Management Plan?
- Is the project in alignment with our understanding of the community's vision of our community park?
- Was the project included in the PROS 2022 List of Projects, the 2022 List of Major Projects, and/or the PROS 2023 Petition?
- What level of use would the project have?
- Who would use it?
- Given that all developments require a construction permit, what special permitting requirements would this project add?
- What environmental impacts would this project have?
- Would this project add to the water requirements?
- What accessibility considerations or requirements would this project add?
- What will it cost to build this project? What are the funding sources?
- What will it cost to maintain this project? What are the funding sources?

A score on a 1-5 scale was assigned to each of the criteria to rank and compare different recreation projects based on their viability. Recreation projects that scored the highest are listed in the Phase 3 Plan. The final step in the viability included validating our findings with relevant stakeholders through community engagement.

## Community Engagement

The ad hoc committee conducted a series of community engagements to gather input, build commitment, and validate the recreational components proposed in the Phase 3 Plan. Key stakeholders worked to present the recreational components' details and location within the park boundaries and gathered feedback. The engagement sessions were designed around gaging the enthusiasm and use of each component, obtaining additional ideas to include with each component. Identify groups and individuals willing to volunteer their time in various ways, such as helping us spread the word and build commitment, helping with fundraising, participating in work parties building various components, and participating in work parties maintaining and improving. Identify groups and individuals willing to donate money towards community park development and maintenance.

The Phase 3 presentation and feedback form were:

- Posted on PROS webpage
- Translated to Spanish
- Announced on KSBY
- Announced on News Break Cambria
- Distributed through friend circles and neighborhoods
- Presented at Farmer's Market over many weeks
- Presented at local churches

The following organizations received the presentation:

- Greenspace
- Friends of Fiscalini Ranch Preserve
- The Rotary Club of Cambria
- Cambria Dog Park group
- CYAA
- Cambria Historical Society
- Cambria Community Scholarship Foundation
- SLO County Parks & Recreation Commission
- North Coast Advisory Council (NCAC)
- Cambria Chamber of Commerce
- Cambria Tourism Board
- Cambria Community Council
- The American Legion Post 432
- The Lions Club of Cambria
- Coast Unified School District
- Odd Fellows
- Cambria Grammar School PTA

The Phase 3 Plan was refined based on learnings from the engagement discussions. A summary of the feedback from engagement discussions and an updated Phase 3 Plan was brought to the PROS Committee for discussion and consideration. People were encouraged to provide feedback during the engagement process, although it is worth noting that many people expressed frustration as they had provided feedback many times in the past.

## Representative feedback comments:

- The old people have enough. Do something for the younger generations for once.
- Would be an amazing hang out place for the whole community!
- Can't wait for this project. It will be great for the community!
- As a frequent visitor of the area, I strongly believe this would benefit the community greatly! In a town filled with tourists looking for activities, it seems wise to provide them and the residents with fun outdoor spaces!
- I think the more activities available to Cambria families, the better! I'm just not sure about space constraints or I would have marked "great idea" for all items listed.
- I am a planner for the County. In an appropriate capacity (as allowed by my rules and regulations as an employee) I would love to help as a resource where appropriate.
- Love this ! Let's get this park built
- This plan is incredible and is so needed. I feel this park will get lots of use as it is in a warmer area than shamel. Volleyball court is my #1 vote!
- Why do we want to spoil natural beauty when we have Shamel Park, which can be improved and provide the same benefits you are trying to establish at Fiscalini Ranch.
- Preserve the meadow as open space.
- Although I like the idea of using this land for community recreation, I also think it is essential to do so in a way to maintain the natural environment as much as possible.
- I LOVE this proposed park. I am a "younger" resident of Cambria (mid-30s) and got so excited hearing about the disc golf and a playground. My hope is to one day raise a family in Cambria and having these options make it more desirable.
- Building an additional playground in a central location would be a valuable resource for families with young children. It would enrich Cambria, create more opportunities for neighbors to connect, and provide a safe, welcoming space for children's healthy development and positive experiences. This investment would ensure our town remains a vibrant, family-friendly place for years to come.
- I am in full support of a park in this area that would work for our community. I love all of the ideas presented thus far, and think that they would add a significant feature for families in Cambria, especially those with young children. I would be willing to volunteer time to help build and maintain any of these facilities.
- This is an amazing idea. Often time, we may need to avoid Shamel Park due to the very cold weather, especially in the winter. I have lived in Cambria my whole life 25 years and I think it would be an incredibly amazing opportunity for a playground area that is land locked, which may have better weather for the children. There are many children in this town and San Simeon that do not have many things to do, although some older residents may like to suggest there are not many kids. Having a small child, I see first hand the many children in our area and the great need for a land locked park. I have also worked for non-profit organizations that have hosted several focus groups in the local Cambria schools. At every single focus group there has always been a lengthy discussion about the need of another playground for children.
- The growing population of toddlers and kids in the town really need a new playground. A field would also be great for sports.

- I don't think that we need to develop every bit of empty land in and near Cambria. We already have an amazing park at Shamel. I frequent this park often and I would have to say that it is a low usage park in general. Any human development affects our native wildlife and makes Cambria less of an untouched community. I personally don't see a need for this and think that it could easily become a place that needs patrolling by law enforcement which are already in short supply.
- turning onto the East Ranch Park from Burton Drive is dangerous. If you encourage many people, you are creating even more of a dangerous situation.
- I have heard there was a Cambria resident interviewed on the news recently who said we didn't need a playground because there aren't many children in Cambria. This is not true, and becoming less and less true in fact: I just gave birth to my second daughter, and I know there are two more Cambria babies who will be born next month. There has been a huge increase in the amount of local children who have either moved here or been born here in the past few years. There is a great need to expand activities / resources catering to young children. We often have to drive to SLO or Paso or Atascadero for enrichment, but we LOVE Cambria and would much rather stay embedded in our community as much as possible. We are very grateful for the library story time on Thursday morning and the Shamel Park playground, although many parents have stopped taking kids to Shamel because the play structure is not in good condition (there are jagged rusty pieces of metal that have been exposed). We really appreciate all the seasonal events in town that are delightful for our kids, but would love more permanent fixtures. We are thrilled that Cambria is considering a new playground in this location, which will make it easy to walk with the stroller between the shops in town and a playground. We are so grateful to be living in this very special place.



## Phase 3 Recreational Components

After extensive discussions regarding the viability of all potential improvements, the ad hoc committee recommends that the PROS Committee review and consider the following recreational components in the next phase of community park development in the locations roughly placed on the Phase 3 map.

1. **Playground**
2. **Volleyball Court**
3. **Multi-Purpose Playing Field**
4. **Gazebo Picnic Area**
5. **Disc Golf Course**
6. **Group Picnic Area**
7. **Horseshoe**
8. **Cornhole**
9. **Loop Trail**
10. **Restroom – Phase 2**



## Playground

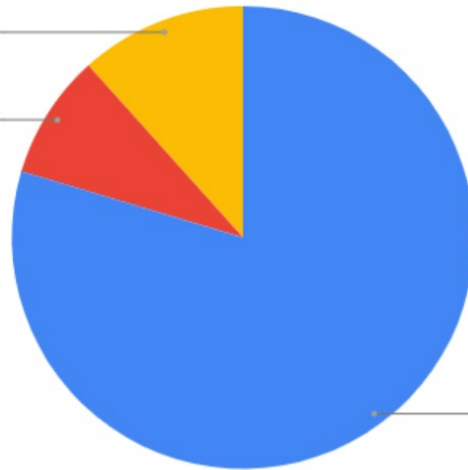
The playground has been included in every park design since the property was purchased. The idea is to design an ADA-compliant children's play area inspired by the natural surroundings, reflecting our beach and woodland community. The design will differ from the traditional metal swing sets, and instead, play structures will be designed to feel organic and part of the natural environment. The climbing structure materials will be wood and resin shaped like wood and rocks. The ground cover will be wood chips, and shrubs and trees will define the space to provide shade, mitigate noise, and block wind. The structures will be of varying sizes to accommodate young and older children. The area will include benches, a picnic table to accommodate supervision, and an ADA pathway connecting the parking, playground, and bathroom. 88 % of the community feedback supported a playground.

### Playground

Bad idea  
11.7%

Good idea  
8.7%

Great idea!  
79.6%

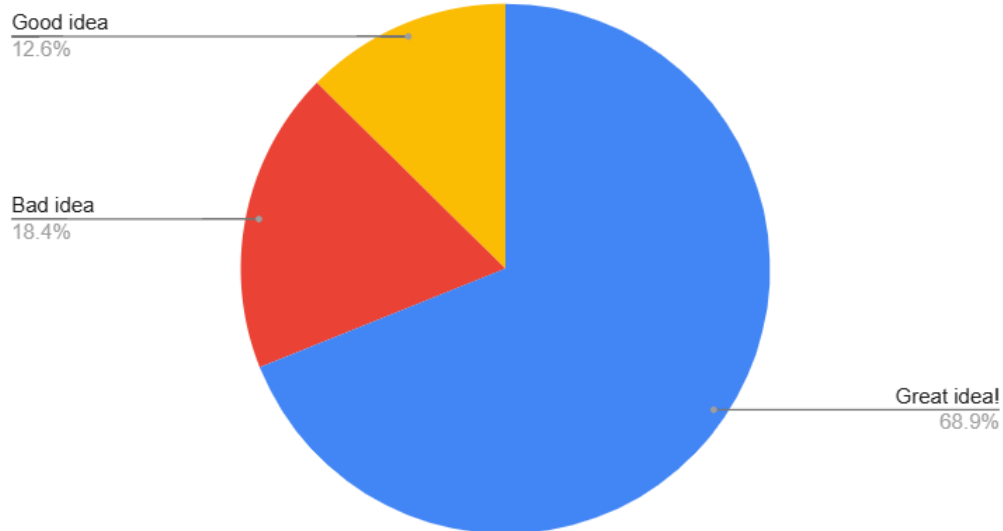


## Volleyball Court

A sand volleyball court is a rectangular court filled with sand where beach volleyball is played. The court is surrounded by a clear space and divided by a net. A group of people from Cambria requested that this recreational component be included in the Phase 3 Plan. The court will be centrally located between the playing field, the children's playground, and the dog park. 81.5 % of the community feedback supported a volleyball court. Specifications include:

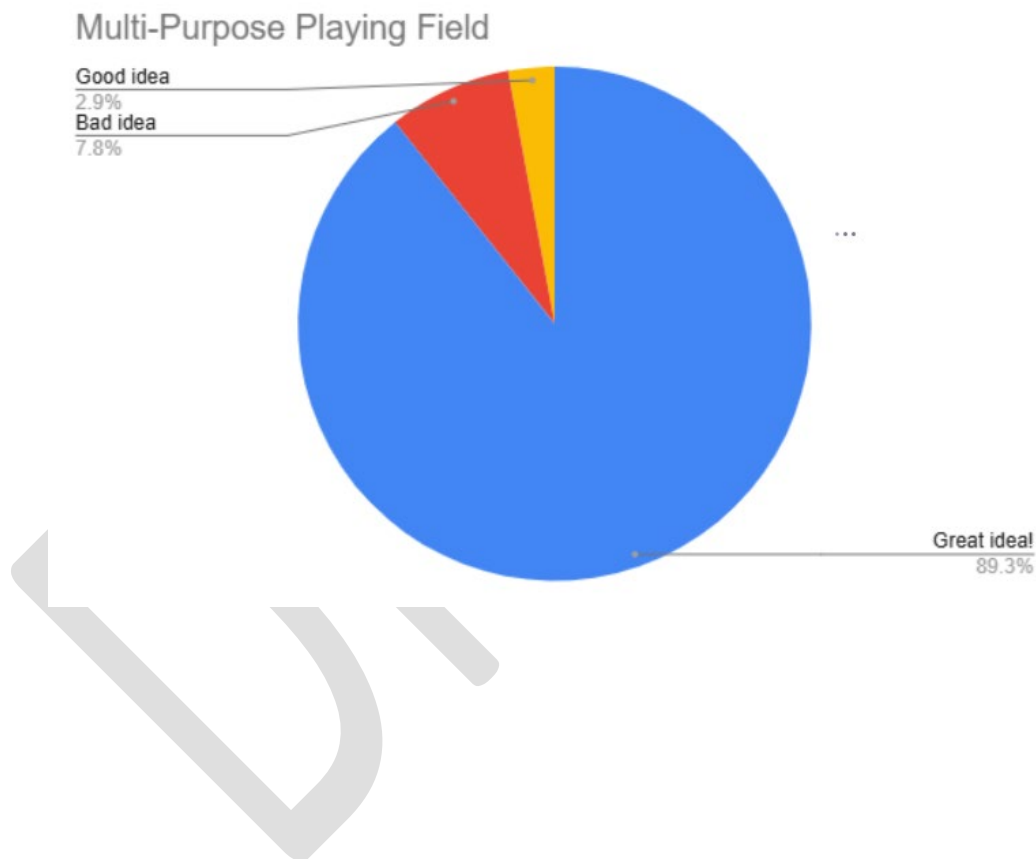
- Perimeter for safety, approximately 83 x 56 ft
- Excavation total at 2-2.5 ft deep
- Perforated pipe for drainage, pea gravel, and geo fabric
- Two 12 ft 6x6 posts secured 2-2.5 ft deep in cement
- Pro style net and hardware, and court boundary tape and hardware
- Excavation = approximately 11,500 cu. ft. (425 cubic yards)
- Addition of approximately 690 tons of sand

Volleyball Court



## Multi-purpose Playing Field

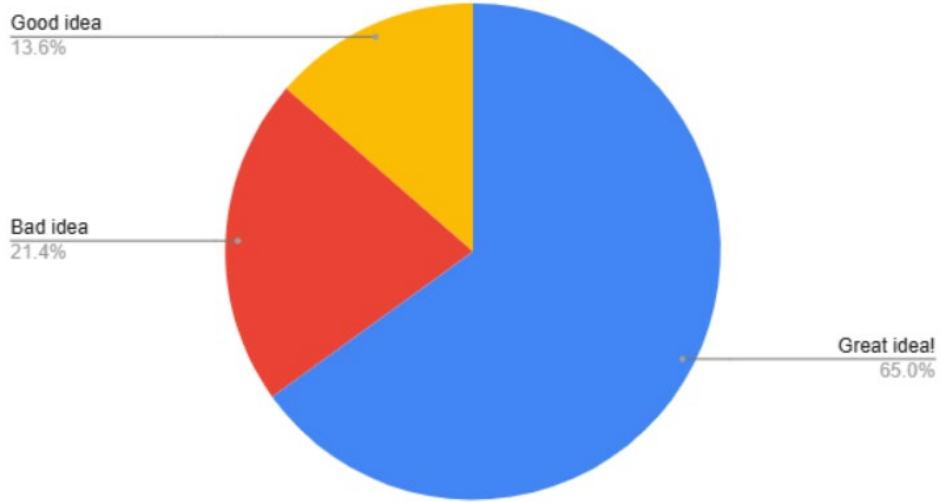
The idea of having playing fields for community use has historically been the driving force for the community park. The idea has been drastically scaled back to one approximately 360 x 180 feet multi-purpose playing field, designed to be an open space and inviting people to play ball sports, run in circles, fly a kite, or lie down and enjoy the birds flying overhead. The field area has already been graded to level the ground, but additional grading will be required to fill holes created by ground squirrels. The field will be seeded with a mixture of native, drought-tolerant grasses and ground cover and mowed regularly. It will be watered by seasonal rain and may not be green all year. The border to the playing field will be lined with trees (species specified in the EIR) to mitigate noise, block wind, and deflect any errant balls that may result from playing ball sports on the field. Over 90% of the feedback supported a multi-purpose playing field.



## Disc Golf Course

A group of people from Cambria requested that this recreational component be included in the Phase 3 Plan. Disc golf is a sport where players throw flying discs, or Frisbees, into target baskets. The goal is to complete each hole in the fewest throws. A disc golf hole begins at a tee box and ends at a target basket. As a player progresses down the fairway, he or she must make each consecutive throw from where the previous throw landed. The trees, shrubs, and terrain changes in and around the fairways provide challenging obstacles for the golfer. The Disc Golf course includes nine holes and a practice basket on the south side of the East Ranch Community Park. The disc golf course will share space with other pass-through activities. Disc golf is a rapidly growing, environmentally friendly, low-cost, and low-impact sport and a healthy outdoor activity accessible to people of all ages and abilities. 79% of the feedback received supported Disc Golf; however, in discussions during Famer's Market, Disc Golf was overwhelmingly the component that people were most excited about.

Disc Golf Course



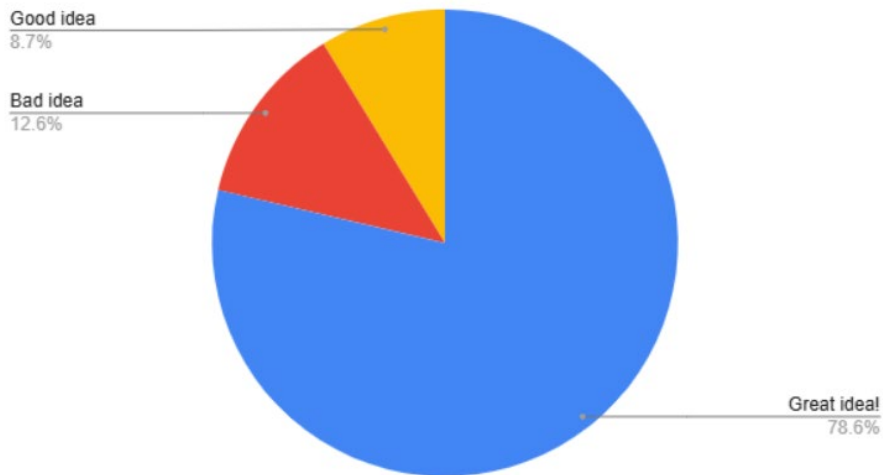
## Gazebo Picnic Area

The gazebo picnic area is meant to be a nice place to view the whole park. It is centered in the middle of the playing field, playground, and volleyball court. It will include tables, benches, and a 20 x 20 ft shade structure.

## Group Picnic Area

The 20 x 60 ft group or family picnic area will be located along the southern edge of the parking lot, including tables, benches, and a shade structure. The base will be composed of crushed granite or something similar. The horseshoe pit and corn hole will be located next to the group picnic area. 87.3% of the feedback supported the group picnic area.

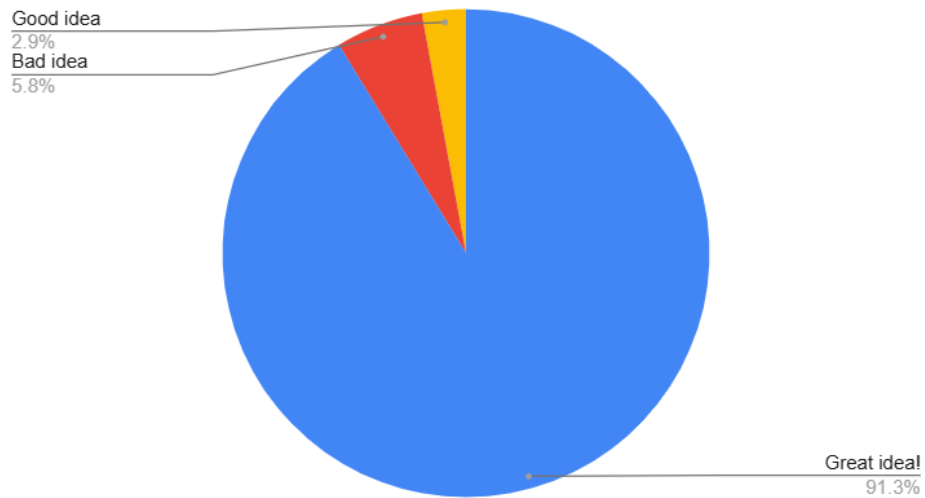
Group Picnic Area with Cornhole and Horseshoes



## Loop Trail

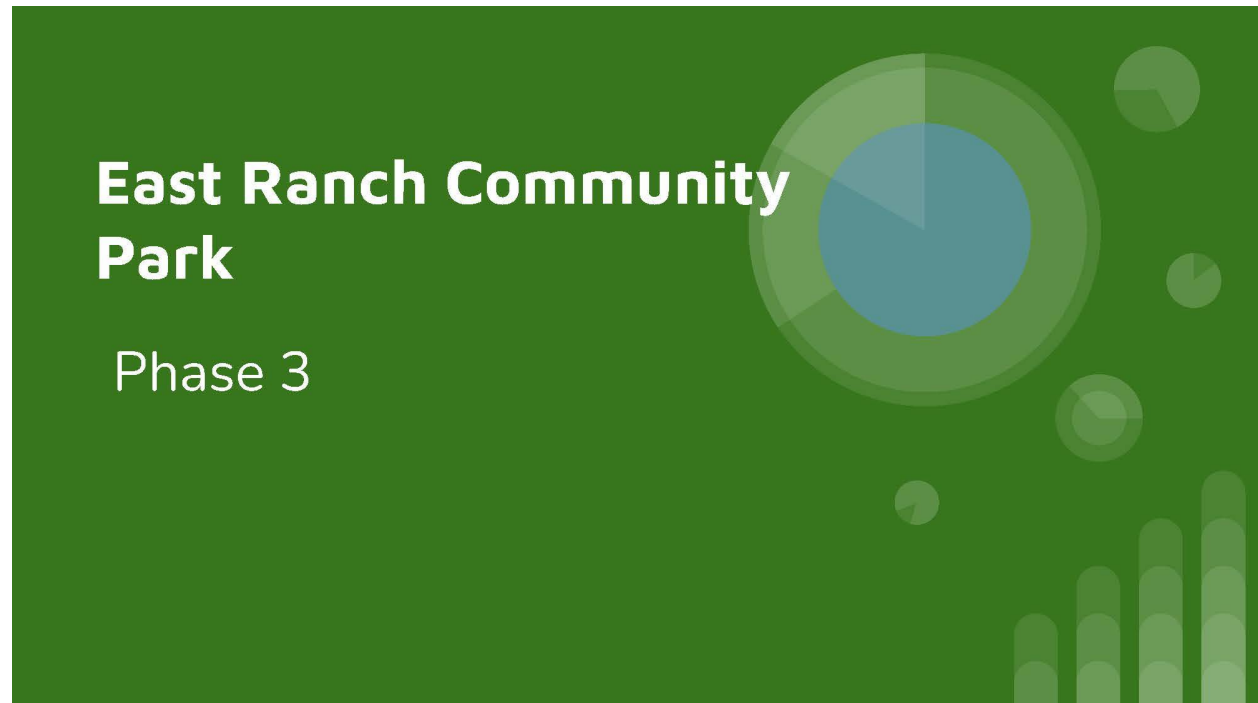
This trail already exists and is heavily used. It winds around the outside border of the East Ranch Community Park. The plan is to add a 4-foot-wide wood chip base so that the trail is not dusty in the summer months and muddy in the winter months. 94% of the feedback received supported the loop trail.

Loop Trail



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## Appendix A – Phase 3 Presentation



### **Nature Inspired Playground**

The playground area will consist of an ADA-compliant children's approximately 800 square feet play area and garden. The design differs from the traditional version of swing sets and metal swing bars.

- The play structures are designed to feel organic and part of the natural environment. The structure materials will be wood and resin shaped like wood and rocks.
- The ground cover will be wood chips.
- Shrubs and trees will define the space to provide shade, mitigate noise, and block wind.
- The structures will be of varying sizes to accommodate young and older children.
- The area will include benches and a picnic table to accommodate supervision.
- Including the ADA pathway that connects parking playground and bathroom.



The structures will include tree stumps, balance beams, climbing rocks, slides, ramps, tire swings, and hopscotch. The idea is to create something unique that is easily upgraded, adjustable, and blends into the surrounding environment instead of colored metal.



Playground



Playground



- Usage very high - toddlers, children, visitors, families, and people who want to improve their balance.
- The playground project is in alignment with the:
  - Conservation Easement
  - Ranch Management Plan
- The environmental impact is minimal
- There are no requirements for water

Playground



- A construction permit will be required
- The cost to build is approximately \$100,000.00
- Funding sources include:
  - Grants
  - Fundraising
  - Donations

Playground

## Sand Volleyball Court

Standard AVP sand volleyball court

- Perimeter for safety, approximately 83 x 56 ft
- Excavation total at 2-2.5 ft deep
- Perforated pipe for drainage, pea gravel, and geo fabric
- Two 12 ft 6x6 posts secured 2-2.5 ft deep in cement
- Pro style net and hardware, and court boundary tape and hardware
- Excavation = approx 11,500 cu. ft. (425 cubic yards) and approx 690 tons of sand



Sand Volleyball Court



- Usage medium to high - local enthusiasts, families, visitors
- The sand volleyball court is in alignment with the:
  - Conservation Easement
  - Ranch Management Plan
- The environmental impact is limited, some excavation required
- There are no requirements for water use

Sand Volleyball Court



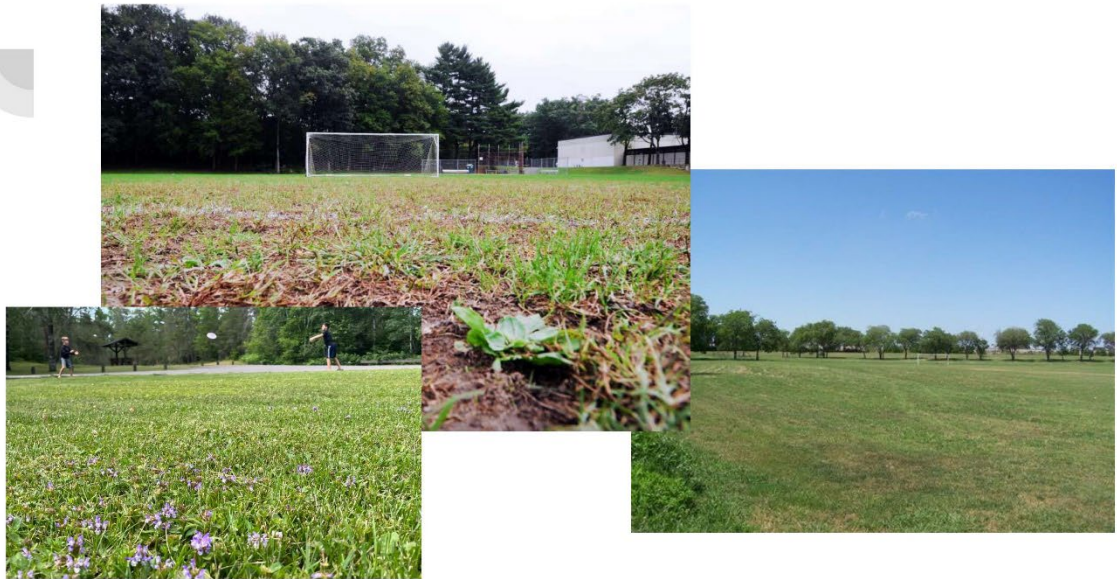
- Construction permit required, addressing relevant Environmental Impacts per 2009 MEIR
- The cost to build approximately \$35,000-\$50,000
- Funding
  - Grants
  - Fundraising
  - Donations

Sand Volleyball Court

## Multi-purpose Playing Field

The multi-purpose playing field will consist of one large 360 x 180 feet area, designed to be an open space inviting people to play ball sports, run in circles, fly a kite, or lie down and enjoy the birds flying overhead:

- Graded to level the ground and fill holes created by ground squirrels
- Seeded with a mixture of native, drought-tolerant grasses and ground cover
- Mowed regularly
- Watered by seasonal rain and rain collection systems, may not be green all year
- The border to the playing field will be lined with trees (species specified in the EIR) to mitigate noise, block wind, and deflect any errant balls that may result from playing ball sports on the field.



Multi-purpose Playing Field



- Usage high - adults, teenagers, elderly, toddlers, children, visitors, families, and all ethnicities.
- The playing field project is in alignment with the:
  - Conservation Easement
  - Ranch Management Plan
- The environmental impact is minimal
- There are no requirements for water

Multi-purpose Playing Field

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- The CCSD Facilities Manager is helping to design the playing field
- A construction permit will be required
- The cost to build TBD
- Funding sources include:
  - Grants
  - Fundraising
  - Donations

Multi-purpose Playing Field

## Gazebo Picnic Area

Tables, benches, and shade structure set in between the Play field and the volleyball court.

- Perimeter dimensions approximately 20 x 20 ft



Gazebo Picnic Area



- Usage medium - local families, visitors, all ethnicities
- The gazebo picnic area project is in alignment with the:
  - Conservation Easement
  - Ranch Management Plan
- The environmental impact is very limited
- There are no requirements for water use

Gazebo Picnic Area



- Construction permit required, addressing relevant Environmental Impacts per 2009 MEIR
- The cost to build approximately \$20,000
- Funding
  - Grants
  - Fundraising
  - Donations

Gazebo Picnic Area



## Disc Golf Course

Installation of a nine-hole disc golf course on the south side of the East Ranch Community Park. The disc golf course will share space with other pass-through activities.

- Disc golf is a rapidly growing, environmentally friendly, low-cost, and low-impact sport.
- Disc golf is a healthy outdoor activity accessible to people of all ages and abilities.
- Disc golf courses attract new people to park areas and support local businesses through increased tourism. Like dedicated hikers or cyclists, people who play disc golf often base their travel plans around area courses.
- Schools have been adding disc golf to their curriculum worldwide. It provides safe exercise and can be used for other life lessons like ecology, planning, and socialization. Schools are finding that kids not only love the sport but that it helps develop critical thinking through scrutinizing and negotiating obstacles.



Disc Golf Course



- Usage medium to high - adults, teenagers, elderly, toddlers, children, visitors, families, and all ethnicities.
- The playing field project is in alignment with the:
  - Conservation Easement
  - Ranch Management Plan
- The environmental impact is minimal
- Plastic chains will be used to mitigate any noise concerns
- There are no requirements for water

Disc Golf Course



- A permit will be required
- The cost to build approximately \$25,000
- Private funding has been secured

Disc Golf Course

## Group Picnic Area

Tables, benches, and shade structure set to the south side of the parking lot along

- Perimeter dimensions approximately 20 x 60 ft
- The horseshoe pit and corn hole will be located next to the group picnic area



Group Picnic Area



- Usage medium - local families, visitors, all ethnicities
- The group picnic area project is in alignment with the:
  - Conservation Easement
  - Ranch Management Plan
- The environmental impact is very limited
- There are no requirements for water use

Group Picnic Area



- Construction permit required, addressing relevant Environmental Impacts per 2009 MEIR
- The cost to build approximately \$20,000
- Funding
  - Grants
  - Fundraising
  - Donations

Group Picnic Area



## Horseshoes



### Two Standard Horseshoe Pits

- 3 ft x 45 ft each
- No excavation required
- Limited building materials
- Located south of parking lot next to the group picnic area

Horseshoes



Horseshoes



- Usage medium - local families, visitors
- The horseshoes project is in alignment with the:
  - Conservation Easement
  - Ranch Management Plan
- The environmental impact is very limited
- There are no requirements for water use

Horseshoes



- Construction permit required, addressing relevant Environmental Impacts per 2009 MEIR
- The cost to build approximately \$1,000
- Funding
  - Grants
  - Fundraising
  - Donations

Horseshoes

## Cornhole

### One Standard Cornhole Court

- 8 x 40 ft
- No excavation required
- Concrete for durability
- Located south of parking lot next to the group picnic area



Cornhole



- Usage medium - local families, visitors
- The corn hole project is in alignment with the:
  - Conservation Easement
  - Ranch Management Plan
- The environmental impact is very limited
- There are no requirements for water use

Cornhole



- Construction permit required, addressing relevant Environmental Impacts per 2009 MEIR
- The cost to build approximately \$3,000
- Funding
  - Grants
  - Fundraising
  - Donations

Cornhole



## Loop Trail

One continuous trail that winds around the outside border of the East Ranch Community Park

- 4 ft wide
- Woodchip base



Loop Trail



- Usage high - everyone
- The loop trail project is in alignment with the:
  - Conservation Easement
  - Ranch Management Plan
- The environmental impact is very limited
- There are no requirements for water use

Loop Trail



- Construction permit required, addressing relevant Environmental Impacts per 2009 MEIR
- The cost to build \$0
- Funding
  - Grants
  - Fundraising
  - Donations of money and woodchips

Loop Trail



## Maintenance

The CCSD PROS Committee is working with the Facilities Manager to develop each project with the goal of minimal maintenance requirements with the least amount of impact on CCSD facilities Department staff. Each individual project has unique maintenance requirements that will be integrated with an overarching East Ranch Community Park maintenance plan. Maintenance work will include a combination of community organization volunteers and CCSD personnel. Funding for maintenance will include private funding, grants, donations, and the CCSD.

DRAFT

# Appendix B – Phase 3 Community Feedback Form

## Community Park Phase 3 Plan Feedback Form

### What do you think of the Draft Community Park Phase 3 Plan?

The Parks, Open Space, and Recreation ad hoc committee values your opinion, please share your thoughts and ideas.

Component	Great idea! I or someone in my family would use this.	Good idea. But I probably won't use it.	Not a good idea. This does not belong in our Community Park.
Playground			
Picnic Areas			
Loop Trail			
Disc golf			
Volleyball Court			
Playing Field			

### Get involved!

Name	
Email Address	
Cell Phone	

<b>I am a:</b> <input type="checkbox"/> Full-time Resident <input type="checkbox"/> Part-time Resident <input type="checkbox"/> Visitor	<b>I want to help by:</b> <input type="checkbox"/> Donating \$\$\$ <input type="checkbox"/> Volunteering my time
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Additional comments, ideas, or suggestions? |

## CAMBRIA Community Services District

Tuesday, February 4, 2025

Time Period: (Month)	Jan 1-Jan 31, 2025	Avila	Cayucos	Cambria	Los Osos	San Simeon
Calls For Service:	245	32	30	47	72	14
CFS: Last Year	230	23	31	48	70	13
<b>Assault/Battery:</b>						
CFS	4					
<b>Disturbance:</b>						
CFS	14					
<b>Burglary:</b>						
CFS	0					
<b>Theft:</b>						
CFS	8					
<b>Vandalism</b>						
CFS	6					
<b>Mail Theft:</b>						
CFS	0					
<b>Phone Scam:</b>						
CFS	1					
<b>Suspicious Circs:</b>						
CFS	11					
<b>Enforcement Stops:</b>						
CFS	31					
<b>Preventative Patrol Activity:</b>						
CFS	26					

**Notable:**

# FIRE CHIEF REPORT

January 2025

More detailed information is available at <https://www.cambriacsd.org/monthly-stats>

For questions/concerns/comments, please contact:  
Fire Chief Michael Burkey at: [mburkey@cambriacsd.org](mailto:mburkey@cambriacsd.org)

## Incidents:

- **Fires:**
  - 1
- **Medical Emergencies:**
  - 62
- **Hazardous Conditions:**
  - 0
- **Public Service Assists:**
  - 25
- **False Alarm:**
  - 2
- **Total Incidents:**
  - 90



## Comparison Information

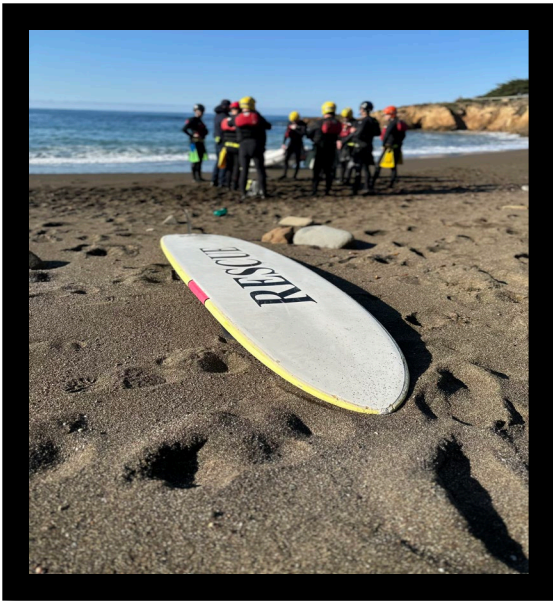
Residents: 63

Non-Residents: 19

January 2024 total: 78

Year to date total 2025: 90

Year to date total 2024: 78



## Training

- Command & Control Residential/Commercial
- Respiratory Illnesses, Transmittable Diseases
- Swiftwater Rescue Awareness-Access points, Throw bags,
- Ocean Rescue Training

## Public Education/Interaction

- Focus on LA Fires and how our area would compare
- Weed abatement/Hazard Mitigation
- Upcoming Community Meetings scheduled for March.



## Public Service

- Business Inspections:
  - 6
- Defensible Space/Residential Inspections:
  - 11
- Smoke Detector Changes
  - 13



Cambria CSD

# Expense Approval Report

By Vendor Name

Payment Dates 1/1/2025 - 1/31/2025

Vendor Name	Pmt Numb	Pmt Date	Description (Item)	Account Number	Amount
<b>Vendor: 10064 - AGP VIDEO</b>					
AGP VIDEO	80933	01/22/2025	ADM/VIDEO PRODUCTION & DISTRIBUTION SERVICES	01-61150-09	1,862.50
<b>Vendor 10064 - AGP VIDEO Total:</b>					<b>1,862.50</b>
<b>Vendor: 12771 - AGUIRRE, DAVID</b>					
AGUIRRE, DAVID	80816	01/01/2025	F&R/MONTHLY CELL PHONE & INTERNET ALLOWANCE	01-6060C-02	55.00
<b>Vendor 12771 - AGUIRRE, DAVID Total:</b>					<b>55.00</b>
<b>Vendor: 12703 - ALLSTAR INDUSTRIAL SUPPLY</b>					
ALLSTAR INDUSTRIAL SUPPLY	80846	01/06/2025	WD/CASE OF PENETRATING OIL	11-60900-11	235.95
<b>Vendor 12703 - ALLSTAR INDUSTRIAL SUPPLY Total:</b>					<b>235.95</b>
<b>Vendor: 10091 - ALPHA ELECTRICAL SERVICE</b>					
ALPHA ELECTRICAL SERVICE	80934	01/22/2025	WW/SVC & TRBSHT LOAD IMBALANCE AT LIFT STATION B4	12-6032L-12	210.00
ALPHA ELECTRICAL SERVICE	80958	01/27/2025	WRF/SVC CALL & DISCONNECT OF WTR HTR AT WRF	39-6033B-25	570.00
<b>Vendor 10091 - ALPHA ELECTRICAL SERVICE Total:</b>					<b>780.00</b>
<b>Vendor: 10092 - ALPHA FIRE UNLIMITED</b>					
ALPHA FIRE UNLIMITED	80859	01/07/2025	F&R/CELLULAR MON, TEST & INSPEC OF VH FIRE ALARM	01-6033V-02	292.50
ALPHA FIRE UNLIMITED	80859	01/07/2025	WD/REF DEP BAL FIRE SPKLR INSTALL APN 023.205.068	11-24200-11	159.00
<b>Vendor 10092 - ALPHA FIRE UNLIMITED Total:</b>					<b>451.50</b>
<b>Vendor: 10114 - ANDREW THOMSON</b>					
ANDREW THOMSON	80935	01/22/2025	WD/REMOTE RESETTING & ANALOG CARD REPAIR AT SCADA	11-60370-11	787.50
<b>Vendor 10114 - ANDREW THOMSON Total:</b>					<b>787.50</b>
<b>Vendor: 10134 - ARTHO, ANTONI D</b>					
ARTHO, ANTONI D	80817	01/01/2025	WW/MONTHLY CELL PHONE & INTERNET REIMBURSEMENT	12-6060C-12	100.00
<b>Vendor 10134 - ARTHO, ANTONI D Total:</b>					<b>100.00</b>
<b>Vendor: 10144 - AT&amp;T/CALNET3</b>					
AT&T/CALNET3	80847	01/06/2025	WW/ALARM AT LIFT STATION A	12-6060P-12	32.30
AT&T/CALNET3	80847	01/06/2025	WW/ALARM AT LIFT STATION B3	12-6060P-12	32.25
AT&T/CALNET3	80847	01/06/2025	WD/PINE KNOLLS TANK SCADA	11-6060P-11	64.36
AT&T/CALNET3	80847	01/06/2025	FD/FAX LINE	01-6060P-01	22.30
AT&T/CALNET3	80847	01/06/2025	WW/ALARM AT LIFT STATION B1	12-6060P-12	32.24
AT&T/CALNET3	80847	01/06/2025	WW/ALARM AT LIFT STATION B2	12-6060P-12	32.25
AT&T/CALNET3	80847	01/06/2025	WW/ALARM AT LIFT STATION B	12-6060P-12	30.76
AT&T/CALNET3	80847	01/06/2025	WW/ALARM AT LIFT STATION 9	12-6060P-12	32.34
AT&T/CALNET3	80847	01/06/2025	WW/ALARM AT LIFT STATION A1	12-6060P-12	32.23
AT&T/CALNET3	80847	01/06/2025	WD/TELEMETRY SYSTEMS	11-6060P-11	32.45
AT&T/CALNET3	80847	01/06/2025	F&R/ALARMS AT VET'S HALL	01-6060P-02	62.91
AT&T/CALNET3	80847	01/06/2025	WW/ALARM AT LIFT STATION 4	12-6060P-12	32.31
AT&T/CALNET3	80847	01/06/2025	WW/ALARM AT LIFT STATION 8	12-6060P-12	32.25
AT&T/CALNET3	80847	01/06/2025	WD/LIEMERT PUMP STATION	11-6060P-11	28.19
AT&T/CALNET3	80847	01/06/2025	F&R/RODEO GROUNDS	01-6060P-02	27.72
AT&T/CALNET3	80847	01/06/2025	WW/PHONE SERVICE	12-6060P-12	67.65
<b>Vendor 10144 - AT&amp;T/CALNET3 Total:</b>					<b>594.51</b>
<b>Vendor: 10140 - AT&amp;T</b>					
AT&T	DFT0004452	01/04/2025	WD/WELL HEAD ZONE TO ZONE TRANSMISSION	11-6060P-11	189.45
<b>Vendor 10140 - AT&amp;T Total:</b>					<b>189.45</b>
<b>Vendor: 10166 - BADGER METER INC.</b>					
BADGER METER INC.	DFT0004471	01/10/2025	WD/1" METER M70 BRASS	11-6031M-11	3,013.55
<b>Vendor 10166 - BADGER METER INC. Total:</b>					<b>3,013.55</b>
<b>Vendor: 12575 - BLUME, COLTON</b>					



Vendor Name	Pmt Numb	Pmt Date	Description (Item)	Account Number	Amount
BLUME, COLTON	80818	01/01/2025	FD/MONTHLY CELL PHONE REIMB	01-6060C-01	45.00
<b>Vendor 12575 - BLUME, COLTON Total:</b>					<b>45.00</b>
<b>Vendor: 10249 - BOUND TREE MEDICAL, LLC</b>					
BOUND TREE MEDICAL, LLC	80959	01/27/2025	FD/EMERGENCY MEDICAL SUPPLIES	01-60890-01	50.51
BOUND TREE MEDICAL, LLC	80959	01/27/2025	FD/EMERGENCY MEDICAL SUPPLIES	01-60890-01	127.57
BOUND TREE MEDICAL, LLC	80959	01/27/2025	FD/EMERGENCY MEDICAL SUPPLIES	01-60890-01	50.51
<b>Vendor 10249 - BOUND TREE MEDICAL, LLC Total:</b>					<b>228.59</b>
<b>Vendor: 12907 - BOVEE ENVIROMENTAL MANAGEMENT, INC.</b>					
BOVEE ENVIROMENTAL MANAGEMENT, INC.	80886	01/10/2025	FD/ASBESTORS INSPECTION, COLLECTION & ANALYSIS	01-6033B-01	750.00
<b>Vendor 12907 - BOVEE ENVIROMENTAL MANAGEMENT, INC. Total:</b>					<b>750.00</b>
<b>Vendor: 10260 - BRENNTAG PACIFIC, INC.</b>					
BRENNTAG PACIFIC, INC.	80860	01/07/2025	WD/CHEMICALS	11-6091C-11	288.55
BRENNTAG PACIFIC, INC.	80936	01/22/2025	WD/CHEMICALS	11-6091C-11	318.81
<b>Vendor 10260 - BRENNTAG PACIFIC, INC. Total:</b>					<b>607.36</b>
<b>Vendor: 10269 - BROOKS, CRAIG</b>					
BROOKS, CRAIG	80819	01/01/2025	FD/MONTHLY CELL PHONE REIMB	01-6060C-01	45.00
<b>Vendor 10269 - BROOKS, CRAIG Total:</b>					<b>45.00</b>
<b>Vendor: 10288 - BURKEY, MICHAEL A</b>					
BURKEY, MICHAEL A	80820	01/01/2025	FD/MONTHLY CELL PHONE REIMB	01-6060C-01	55.00
BURKEY, MICHAEL A	80839	01/02/2025	FD/TRAVEL ADVANCE FOR EXECUTIVE CHIEF OFFICER TRNG	01-6120E-01	265.00
<b>Vendor 10288 - BURKEY, MICHAEL A Total:</b>					<b>320.00</b>
<b>Vendor: 12634 - BURT INDUSTRIAL SUPPLY INC.</b>					
BURT INDUSTRIAL SUPPLY INC.	80840	01/02/2025	WW/PARTS FOR EAST RANCH RESTROOM PROJECT	12-61700-12	2,854.40
<b>Vendor 12634 - BURT INDUSTRIAL SUPPLY INC. Total:</b>					<b>2,854.40</b>
<b>Vendor: 10317 - CAL-COAST MACHINERY INC.</b>					
CAL-COAST MACHINERY INC.	80876	01/10/2025	F&R/REPAIR & REPLACE V-BELT & HY-GARD ON JD 4120	01-6041N-02	489.69
<b>Vendor 10317 - CAL-COAST MACHINERY INC. Total:</b>					<b>489.69</b>
<b>Vendor: 12905 - CALIFORNIA ASSOCIATION OF SANITATION AGENCIES</b>					
CALIFORNIA ASSOCIATION OF SANITATION AGENCIES	80841	01/02/2025	ADM/MMCELHENIE REG FOR 2025 WINTER CONFRENCE	01-6120E-09	695.00
<b>Vendor 12905 - CALIFORNIA ASSOCIATION OF SANITATION AGENCIES Total:</b>					<b>695.00</b>
<b>Vendor: 12746 - CALIFORNIA SPECIAL DISTRICTS ASSOCIATION</b>					
CALIFORNIA SPECIAL DISTRICTS ASSOCIATION	80971	01/29/2025	ADM/DISTRICT OF DISTINCTION APPLICATION	01-60550-09	450.00
<b>Vendor 12746 - CALIFORNIA SPECIAL DISTRICTS ASSOCIATION Total:</b>					<b>450.00</b>
<b>Vendor: 10315 - CALIFORNIA WATER ENVIRONMENT ASSN</b>					
CALIFORNIA WATER ENVIRONMENT ASSN	80937	01/22/2025	WW/ANNUAL MEMBERSHIP - AMOE	12-60540-12	239.00
<b>Vendor 10315 - CALIFORNIA WATER ENVIRONMENT ASSN Total:</b>					<b>239.00</b>
<b>Vendor: 10340 - CAMBRIA AUTO SUPPLY LLC</b>					
CAMBRIA AUTO SUPPLY LLC	80889	01/13/2025	FD/2.5 DEF EXHAUST FLUID	01-6041L-01	40.82
CAMBRIA AUTO SUPPLY LLC	80889	01/13/2025	F&R/TRACTOR HYDRAULIC FLUID, FUNNEL & SPOUT	01-60900-02	120.69
<b>Vendor 10340 - CAMBRIA AUTO SUPPLY LLC Total:</b>					<b>161.51</b>
<b>Vendor: 10341 - CAMBRIA BUSINESS CENTER</b>					
CAMBRIA BUSINESS CENTER	80895	01/15/2025	FD/PACKAGING & FEDEX SHIPMENT FOR HEADSET REPAIR	01-60900-01	50.81
<b>Vendor 10341 - CAMBRIA BUSINESS CENTER Total:</b>					<b>50.81</b>
<b>Vendor: 10356 - CAMBRIA HARDWARE CENTER</b>					
CAMBRIA HARDWARE CENTER	80869	01/08/2025	WD/FLAT BLACK SPRAY PAINT	01-60900-11	7.50
CAMBRIA HARDWARE CENTER	80869	01/08/2025	WD/APPLIANCE CORD	11-6033B-11	6.42
CAMBRIA HARDWARE CENTER	80869	01/08/2025	WD/VOID - APPLIANCE CORD	11-6033B-11	(6.42)
CAMBRIA HARDWARE CENTER	80870	01/08/2025	FD/APPLIANCE CORD	01-6033B-01	6.42
CAMBRIA HARDWARE CENTER	80870	01/08/2025	FD/DRAIN OPENER	01-6033B-01	9.64
CAMBRIA HARDWARE CENTER	80870	01/08/2025	FD/GRILL THERMOMETER/TIMER	01-61240-01	23.58
CAMBRIA HARDWARE CENTER	80870	01/08/2025	FD/HICKORY PELLETS	01-61240-01	21.44
CAMBRIA HARDWARE CENTER	80871	01/08/2025	WW/TARP, BUNGEE CORD & KEY IDENTIFIER	12-60930-12	20.45

Vendor Name	Pmt Numb	Pmt Date	Description (Item)	Account Number	Amount
CAMBRIA HARDWARE CENTER	80874	01/10/2025	F&R/BRASS COMBO LOCK	01-6033B-02	23.58
CAMBRIA HARDWARE CENTER	80874	01/10/2025	F&R/INDOOR CARPET TAPE	01-6033B-02	7.18
CAMBRIA HARDWARE CENTER	80874	01/10/2025	F&R/MISC SUPPLIES	01-60930-02	47.98
CAMBRIA HARDWARE CENTER	80874	01/10/2025	F&R/THREADLOCKERS	01-60930-02	24.42
CAMBRIA HARDWARE CENTER	80874	01/10/2025	F&R/LYSOL DISINFECTANT CLEANER & SPRAY	01-60930-02	28.93
CAMBRIA HARDWARE CENTER	80874	01/10/2025	F&R/INTERIOR CONST ADHESIVE	01-6033B-02	7.50
CAMBRIA HARDWARE CENTER	80874	01/10/2025	F&R/MINI BULBS	01-6033B-02	3.21
CAMBRIA HARDWARE CENTER	80875	01/10/2025	WW/DEF EXHAUST FLUID	12-6041V-12	23.58
CAMBRIA HARDWARE CENTER	80875	01/10/2025	WW/PVC FLIP CAPS	12-6032S-12	3.63
CAMBRIA HARDWARE CENTER	80875	01/10/2025	WW/LAWN RAKE & BUNGEE CORDS	12-60930-12	36.27
CAMBRIA HARDWARE CENTER	80875	01/10/2025	WW/GORILLA TAPES	12-60930-12	48.23
CAMBRIA HARDWARE CENTER	80875	01/10/2025	WW/SINGLE SIDED KEYS	12-60930-12	6.41
CAMBRIA HARDWARE CENTER	80875	01/10/2025	WW/MECHANIC GLOVE, TARP & PLASTIC UTILITY TUB	12-60930-12	61.64
CAMBRIA HARDWARE CENTER	80875	01/10/2025	WW/NUTS, BOLTS & SCREWS	12-60930-12	15.77
CAMBRIA HARDWARE CENTER	80875	01/10/2025	WW/LITH GREASE	12-60930-12	5.67
CAMBRIA HARDWARE CENTER	80875	01/10/2025	WW/WINDSHIELD WASHER FLUID	12-6041L-12	4.28
<b>Vendor 10356 - CAMBRIA HARDWARE CENTER Total:</b>					<b>437.31</b>
<b>Vendor: 10361 - CAMBRIA PINES TREE SVC</b>					
CAMBRIA PINES TREE SVC	80861	01/07/2025	F&R/LARGE TREE CLEANUP, CHIPPING & HAULING	01-6033G-02	3,000.00
<b>Vendor 10361 - CAMBRIA PINES TREE SVC Total:</b>					<b>3,000.00</b>
<b>Vendor: 10371 - CANNON CORPORATION</b>					
CANNON CORPORATION	80849	01/06/2025	PROS/ENGINEERING ESTIMATE FOR CONSTR OF SKATE PARK	01-61700-16	3,100.00
CANNON CORPORATION	80938	01/22/2025	WD/SS EFFLUENT LINE REPLACEMENT PROJECT	11-61700-11	1,017.63
CANNON CORPORATION	80938	01/22/2025	WD/SS EFFLUENT LINE REPLACEMENT PROJECT	12-61700-12	1,017.62
<b>Vendor 10371 - CANNON CORPORATION Total:</b>					<b>5,135.25</b>
<b>Vendor: 10375 - CARMEL &amp; NACCASHA LLP</b>					
CARMEL & NACCASHA LLP	80939	01/22/2025	ADM/MONTHLY RETAINER FEBRUARY 2025	01-6080K-09	13,500.00
<b>Vendor 10375 - CARMEL &amp; NACCASHA LLP Total:</b>					<b>13,500.00</b>
<b>Vendor: 10384 - CASTELLANOS, MICHAEL</b>					
CASTELLANOS, MICHAEL	80821	01/01/2025	FD/MONTHLY CELL PHONE REIMB	01-6060C-01	45.00
<b>Vendor 10384 - CASTELLANOS, MICHAEL Total:</b>					<b>45.00</b>
<b>Vendor: 10427 - CHARTER COMMUNICATIONS</b>					
CHARTER COMMUNICATIONS	DFT0004467	01/07/2025	WD/WW/BUSINESS INTERNET	11-6060I-11	94.98
CHARTER COMMUNICATIONS	DFT0004467	01/07/2025	WD/WW/BUSINESS INTERNET	12-6060I-12	94.99
CHARTER COMMUNICATIONS	DFT0004468	01/07/2025	ADM/BUSINESS INTERNET	01-6060I-09	124.98
CHARTER COMMUNICATIONS	DFT0004469	01/07/2025	FD/WD/WW/BUSINESS INTERNET & VOICE	01-6060I-01	236.66
CHARTER COMMUNICATIONS	DFT0004469	01/07/2025	FD/WD/WW/BUSINESS INTERNET & VOICE	11-6060I-11	236.67
CHARTER COMMUNICATIONS	DFT0004469	01/07/2025	FD/WD/WW/BUSINESS INTERNET & VOICE	12-6060I-12	236.67
CHARTER COMMUNICATIONS	DFT0004470	01/07/2025	F&R/WD/WW/ETHERNET SVCS	01-6060I-02	395.60
CHARTER COMMUNICATIONS	DFT0004470	01/07/2025	F&R/WD/WW/ETHERNET SVCS	11-6060I-11	283.04
CHARTER COMMUNICATIONS	DFT0004470	01/07/2025	F&R/WD/WW/ETHERNET SVCS	12-6060I-12	283.04
CHARTER COMMUNICATIONS	DFT0004474	01/13/2025	ADM/ETHERNET SVCS	01-6060I-09	742.98
<b>Vendor 10427 - CHARTER COMMUNICATIONS Total:</b>					<b>2,729.61</b>
<b>Vendor: 10443 - CIO SOLUTIONS, LP</b>					
CIO SOLUTIONS, LP	80837	01/01/2025	ADM/MONTHLY COMPUTER SUPPORT - JANUARY	01-60440-09	3,129.40
CIO SOLUTIONS, LP	80837	01/01/2025	ADM/MONTHLY COMPUTER SUPPORT - JANUARY	01-60440-09	1,411.20
CIO SOLUTIONS, LP	80862	01/07/2025	ADM/CLOUD DRIVE MAPPER LICENSING RENEWAL	01-60440-09	1,600.00
CIO SOLUTIONS, LP	80877	01/10/2025	WD/WW/HARD DRIVE DESTRUCTION - ADMIN TECH II	11-60440-11	10.00
CIO SOLUTIONS, LP	80877	01/10/2025	WD/WW/HARD DRIVE DESTRUCTION - ADMIN TECH II	12-60440-12	10.00
<b>Vendor 10443 - CIO SOLUTIONS, LP Total:</b>					<b>6,160.60</b>
<b>Vendor: 10463 - CIVIL DESIGN STUDIO INC.</b>					
CIVIL DESIGN STUDIO INC.	80878	01/10/2025	PROS/PROJ MNGMT & PLANNING SVCS FOR SKATE PARK	01-61700-16	8,650.00
CIVIL DESIGN STUDIO INC.	80878	01/10/2025	PROS/PROJ MNGMT & ENGINEERING SVCS FOR SKATE PARK	01-61700-16	9,010.00
<b>Vendor 10463 - CIVIL DESIGN STUDIO INC. Total:</b>					<b>17,660.00</b>

Vendor Name	Pmt Numb	Pmt Date	Description (Item)	Account Number	Amount
<b>Vendor: 10512 - CORBIN WILLITS SYSTEMS, INC.</b> CORBIN WILLITS SYSTEMS, INC.	80940	01/22/2025	ADM/MONTHLY HISTORICAL ARCHIVE ACCESS FEB	01-60440-09	400.00
			<b>Vendor 10512 - CORBIN WILLITS SYSTEMS, INC. Total:</b>		<b>400.00</b>
<b>Vendor: 12738 - CORE &amp; MAIN LP</b> CORE & MAIN LP	80879	01/10/2025	WD/AMR BADGER WATER METER LIDS	11-6031D-11	4,375.80
CORE & MAIN LP	80941	01/22/2025	WD/2' METER CONNECTOR PARTS	11-6031M-11	102.27
			<b>Vendor 12738 - CORE &amp; MAIN LP Total:</b>		<b>4,478.07</b>
<b>Vendor: 12908 - CORONA, DANIEL</b> CORONA, DANIEL	1224	01/10/2025	F&R/REFUND OF VET'S HALL SEC DEP 12/14/24 EVENT	01-24200-02	100.00
			<b>Vendor 12908 - CORONA, DANIEL Total:</b>		<b>100.00</b>
<b>Vendor: 10568 - DAVID CRYE, INC</b> DAVID CRYE, INC	80896	01/15/2025	WD/CLASS II B BASE & CRUSHER B SAND	11-6035R-11	416.10
			<b>Vendor 10568 - DAVID CRYE, INC Total:</b>		<b>416.10</b>
<b>Vendor: 10571 - DAVID KEITH TODD CONSULTING</b> DAVID KEITH TODD CONSULTING	80872	01/08/2025	WRF/PROF SVC FOR PERMIT RENEWAL	40-61700-30	1,094.58
DAVID KEITH TODD CONSULTING	80872	01/08/2025	WRF/PROF SVC FOR PERMIT RENEWAL	40-61700-30	184.10
			<b>Vendor 10571 - DAVID KEITH TODD CONSULTING Total:</b>		<b>1,278.68</b>
<b>Vendor: 12875 - DE LAGE LANDEN FINANCIAL SERVICES, INC.</b> DE LAGE LANDEN FINANCIAL SERVICES, INC.	80960	01/27/2025	ADM/MONTHLY COPIER CHARGES & OVERAGES	01-60440-09	186.29
DE LAGE LANDEN FINANCIAL SERVICES, INC.	80960	01/27/2025	FD/MONTHLY COPIER CHARGES & OVERAGE	01-60440-01	793.65
DE LAGE LANDEN FINANCIAL SERVICES, INC.	80960	01/27/2025	WD/WW/MONTHLY COPIER CHARGES & OVERAGE	11-60440-11	93.14
DE LAGE LANDEN FINANCIAL SERVICES, INC.	80960	01/27/2025	WD/WW/MONTHLY COPIER CHARGES & OVERAGE	12-60440-12	93.15
			<b>Vendor 12875 - DE LAGE LANDEN FINANCIAL SERVICES, INC. Total:</b>		<b>1,166.23</b>
<b>Vendor: 12539 - DIGITAL WEST</b> DIGITAL WEST	DFT0004451	01/06/2025	ALL DEPTS/PHONE SERVICE 1/01/2025 - 1/31/2025	01-6060P-01	480.00
DIGITAL WEST	DFT0004451	01/06/2025	ALL DEPTS/PHONE SERVICE 1/01/2025 - 1/31/2025	01-6060P-02	103.00
DIGITAL WEST	DFT0004451	01/06/2025	ALL DEPTS/PHONE SERVICE 1/01/2025 - 1/31/2025	01-6060P-09	230.00
DIGITAL WEST	DFT0004451	01/06/2025	ALL DEPTS/PHONE SERVICE 1/01/2025 - 1/31/2025	01-6060P-09	159.99
DIGITAL WEST	DFT0004451	01/06/2025	ALL DEPTS/PHONE SERVICE 1/01/2025 - 1/31/2025	11-6060P-11	132.00
DIGITAL WEST	DFT0004451	01/06/2025	ALL DEPTS/PHONE SERVICE 1/01/2025 - 1/31/2025	11-6060P-11	80.50
DIGITAL WEST	DFT0004451	01/06/2025	ALL DEPTS/PHONE SERVICE 1/01/2025 - 1/31/2025	12-6060P-12	80.50
DIGITAL WEST	DFT0004451	01/06/2025	ALL DEPTS/PHONE SERVICE 1/01/2025 - 1/31/2025	12-6060P-12	103.00
			<b>Vendor 12539 - DIGITAL WEST Total:</b>		<b>1,368.99</b>
<b>Vendor: 10927 - DODSON, HALEY</b> DODSON, HALEY	80822	01/01/2025	ADM/MONTHLY CELL PHONE & INTERNET REIMB	01-6060C-09	100.00
DODSON, HALEY	80880	01/10/2025	ADM/REIMB FOR LUNCH FOR 1/9/25 BOARD MEETING	01-61150-09	97.43
DODSON, HALEY	80942	01/22/2025	ADM/REIMB FOR LUNCH 1/16/25 BOARD MTG	01-61150-09	134.43
			<b>Vendor 10927 - DODSON, HALEY Total:</b>		<b>331.86</b>
<b>Vendor: 12912 - EASLEY, RONALD</b> EASLEY, RONALD	80943	01/22/2025	FD/CERT RESPONDER LIVE SCAN REIMBURSEMENT	01-60550-01	33.00
			<b>Vendor 12912 - EASLEY, RONALD Total:</b>		<b>33.00</b>
<b>Vendor: 12808 - ELIJAH MERMIN</b> ELIJAH MERMIN	80890	01/13/2025	WD/GRANT WRITING-RELATED CONSULTING SERVICES	11-6080M-11	1,750.00
			<b>Vendor 12808 - ELIJAH MERMIN Total:</b>		<b>1,750.00</b>
<b>Vendor: 12538 - EVERS, CHRISTIAN</b> EVERS, CHRISTIAN	80823	01/01/2025	FD/MONTHLY CELL PHONE REIMB	01-6060C-01	45.00

Vendor Name	Pmt Numb	Pmt Date	Description (Item)	Account Number	Amount
<b>Vendor 12538 - EVERS, CHRISTIAN Total:</b>					<b>45.00</b>
<b>Vendor: 10728 - FAMCON PIPE &amp; SUPPLY, INC</b> FAMCON PIPE & SUPPLY, INC	80972	01/29/2025	WD/WATER MAIN SADDLES	11-6031D-11	1,124.91
<b>Vendor 10728 - FAMCON PIPE &amp; SUPPLY, INC Total:</b>					<b>1,124.91</b>
<b>Vendor: 10748 - FERGUSON ENTERPRISES LLC</b> FERGUSON ENTERPRISES LLC	80973	01/29/2025	F&R/REPAIR PARTS FOR VET'S HALL RESTROOMS	01-6033V-02	1,223.71
<b>Vendor 10748 - FERGUSON ENTERPRISES LLC Total:</b>					<b>1,223.71</b>
<b>Vendor: 10751 - FGL ENVIRONMENTAL INC.</b> FGL ENVIRONMENTAL INC.	80842	01/02/2025	WW/INORGANIC & MISC ANALYSIS	12-60910-12	96.00
FGL ENVIRONMENTAL INC.	80842	01/02/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	221.00
FGL ENVIRONMENTAL INC.	80842	01/02/2025	WW/INORGANIC, MISC SUPPORT ANALYSIS	12-60910-12	791.00
FGL ENVIRONMENTAL INC.	80842	01/02/2025	WW/INORGANIC & MISC ANALYSIS	12-60910-12	111.00
FGL ENVIRONMENTAL INC.	80842	01/02/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	97.00
FGL ENVIRONMENTAL INC.	80842	01/02/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	157.00
FGL ENVIRONMENTAL INC.	80850	01/06/2025	WD/INORGANIC & MISC ANALYSIS	11-60910-11	69.00
FGL ENVIRONMENTAL INC.	80850	01/06/2025	WD/BACTI, MISC & SUPPORT ANALYSIS	11-60910-11	149.00
FGL ENVIRONMENTAL INC.	80897	01/15/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	97.00
FGL ENVIRONMENTAL INC.	80897	01/15/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	97.00
FGL ENVIRONMENTAL INC.	80897	01/15/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	97.00
FGL ENVIRONMENTAL INC.	80897	01/15/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	97.00
FGL ENVIRONMENTAL INC.	80897	01/15/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	157.00
FGL ENVIRONMENTAL INC.	80897	01/15/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	97.00
FGL ENVIRONMENTAL INC.	80897	01/15/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	97.00
FGL ENVIRONMENTAL INC.	80897	01/15/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	157.00
FGL ENVIRONMENTAL INC.	80897	01/15/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	97.00
FGL ENVIRONMENTAL INC.	80897	01/15/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	97.00
FGL ENVIRONMENTAL INC.	80897	01/15/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	157.00
FGL ENVIRONMENTAL INC.	80897	01/15/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	97.00
FGL ENVIRONMENTAL INC.	80897	01/15/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	97.00
FGL ENVIRONMENTAL INC.	80897	01/15/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	157.00
FGL ENVIRONMENTAL INC.	80897	01/15/2025	WW/INORGANIC & MISC ANALYSIS	12-60910-12	96.00
FGL ENVIRONMENTAL INC.	80944	01/22/2025	WD/BACTI, MISC & SUPPORT ANALYSIS	11-60910-11	149.00
FGL ENVIRONMENTAL INC.	80944	01/22/2025	WD/BACTI, MISC & SUPPORT ANALYSIS	11-60910-11	149.00
FGL ENVIRONMENTAL INC.	80944	01/22/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	97.00
FGL ENVIRONMENTAL INC.	80944	01/22/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	97.00
FGL ENVIRONMENTAL INC.	80944	01/22/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	97.00
FGL ENVIRONMENTAL INC.	80944	01/22/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	99.00
FGL ENVIRONMENTAL INC.	80944	01/22/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	164.00
FGL ENVIRONMENTAL INC.	80944	01/22/2025	WW/BACTI & MISC ANALYSIS	12-60910-12	45.00
FGL ENVIRONMENTAL INC.	80944	01/22/2025	WD/BACTI & MISC ANALYSIS	11-60910-11	185.00
FGL ENVIRONMENTAL INC.	80944	01/22/2025	WD/BACTI, MISC & SUPPORT ANALYSIS	11-60910-11	194.00
FGL ENVIRONMENTAL INC.	80961	01/27/2025	WD/BACTI, MISC & SUPPORT ANALYSIS	11-60910-11	163.00
FGL ENVIRONMENTAL INC.	80974	01/29/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	269.00
FGL ENVIRONMENTAL INC.	80974	01/29/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	99.00

Vendor Name	Pmt Numb	Pmt Date	Description (Item)	Account Number	Amount
FGL ENVIRONMENTAL INC.	80974	01/29/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	99.00
FGL ENVIRONMENTAL INC.	80974	01/29/2025	WW/INORGANIC & MISC ANALYSIS	12-60910-12	141.00
FGL ENVIRONMENTAL INC.	80974	01/29/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	99.00
FGL ENVIRONMENTAL INC.	80974	01/29/2025	WW/INORGANIC, MISC & SUPPORT ANALYSIS	12-60910-12	164.00
<b>Vendor 10751 - FGL ENVIRONMENTAL INC. Total:</b>					<b>5,538.00</b>
<b>Vendor: 12499 - FORD MOTOR CREDIT COMPANY</b>					
FORD MOTOR CREDIT COMPANY	80887	01/10/2025	F&R/LEASE PAYMENT 2021 FORD F-350	01-6180H-02	28.70
FORD MOTOR CREDIT COMPANY	80887	01/10/2025	F&R/LEASE PAYMENT 2021 FORD F-350	01-6180J-02	907.29
<b>Vendor 12499 - FORD MOTOR CREDIT COMPANY Total:</b>					<b>935.99</b>
<b>Vendor: 10820 - FRESNO TRUCK CENTER INC</b>					
FRESNO TRUCK CENTER INC	80851	01/06/2025	FD/PERFORM 90 DAY BIT INSP & REP LAMP ON 2007 5791	01-6041L-01	812.96
<b>Vendor 10820 - FRESNO TRUCK CENTER INC Total:</b>					<b>812.96</b>
<b>Vendor: 12909 - FRIENDS OF ELEPHANT SEAL</b>					
FRIENDS OF ELEPHANT SEAL	1225	01/10/2025	F&R/REFUND OF VET'S HALL SEC DEP 12/7/2024 EVENT	01-24200-02	500.00
<b>Vendor 12909 - FRIENDS OF ELEPHANT SEAL Total:</b>					<b>500.00</b>
<b>Vendor: 12602 - FRITZ, DENISE</b>					
FRITZ, DENISE	80824	01/01/2025	ADM/MONTHLY CELL PHONE & INTERNET REIMB	01-6060C-09	100.00
<b>Vendor 12602 - FRITZ, DENISE Total:</b>					<b>100.00</b>
<b>Vendor: 10845 - GEO SOLUTIONS, INC.</b>					
GEO SOLUTIONS, INC.	80975	01/29/2025	WD/PINEWOOD SVC LINE COMPACTION TESTING	11-6035R-11	423.50
<b>Vendor 10845 - GEO SOLUTIONS, INC. Total:</b>					<b>423.50</b>
<b>Vendor: 12828 - GLADWELL GOVERNMENTAL SERVICE, INC.</b>					
GLADWELL GOVERNMENTAL SERVICE, INC.	80976	01/29/2025	ADM/RECORDS RETENTION LEGAL REVIEW	01-6080M-09	500.00
<b>Vendor 12828 - GLADWELL GOVERNMENTAL SERVICE, INC. Total:</b>					<b>500.00</b>
<b>Vendor: 10883 - GRAINGER</b>					
GRAINGER	80863	01/07/2025	WD/WATER LINE MARKING FLAGS	11-60900-11	62.20
<b>Vendor 10883 - GRAINGER Total:</b>					<b>62.20</b>
<b>Vendor: 12501 - GRAVES, KAYLA</b>					
GRAVES, KAYLA	80836	01/01/2025	FD/MONTHLY CELL PHONE REIMB	01-6060C-01	45.00
<b>Vendor 12501 - GRAVES, KAYLA Total:</b>					<b>45.00</b>
<b>Vendor: 10896 - GREEN, JAMES R</b>					
GREEN, JAMES R	80825	01/01/2025	WD/WW/SWF/MONTHLY CELL PHONE & INTERNET REIMB	11-6060C-11	33.33
GREEN, JAMES R	80825	01/01/2025	WD/WW/SWF/MONTHLY CELL PHONE & INTERNET REIMB	12-6060C-12	33.33
GREEN, JAMES R	80825	01/01/2025	WD/WW/SWF/MONTHLY CELL PHONE & INTERNET REIMB	39-6060C-25	33.34
<b>Vendor 10896 - GREEN, JAMES R Total:</b>					<b>100.00</b>
<b>Vendor: 10934 - HAMON OVERHEAD DOOR COMPANY</b>					
HAMON OVERHEAD DOOR COMPANY	80881	01/10/2025	FD/REPAIRS TO OVERHEAD BAY DOORS	01-6033B-01	182.31
<b>Vendor 10934 - HAMON OVERHEAD DOOR COMPANY Total:</b>					<b>182.31</b>
<b>Vendor: 10947 - HARRINGTON INDUSTRIAL PLASTICS LLC</b>					
HARRINGTON INDUSTRIAL PLASTICS LLC	80962	01/27/2025	WRF/PVC PARTS	39-60900-25	74.74
HARRINGTON INDUSTRIAL PLASTICS LLC	DFT0004475	01/15/2025	WRF/PVC TUBING	39-60900-25	57.77
HARRINGTON INDUSTRIAL PLASTICS LLC	DFT0004507	01/22/2025	WD/CARD COMBINATION AIR RELEASE & DEGASSING VALVE	11-6031R-11	717.31
<b>Vendor 10947 - HARRINGTON INDUSTRIAL PLASTICS LLC Total:</b>					<b>849.82</b>
<b>Vendor: 10972 - HD SUPPLY FACILITIES MAINTENANCE</b>					
HD SUPPLY FACILITIES MAINTENANCE	80852	01/06/2025	WW/REPLACEMENT CAPS FOR PROBES	12-60920-12	243.80
HD SUPPLY FACILITIES MAINTENANCE	80891	01/13/2025	WD/HF SCIENTIFIC M100+ LABORATORY TURBIDIMETER	11-60920-11	2,464.37
HD SUPPLY FACILITIES MAINTENANCE	80963	01/27/2025	WD/PUMP WITH EXTERNAL SPEED CONTROL	11-6031P-11	2,568.27
<b>Vendor 10972 - HD SUPPLY FACILITIES MAINTENANCE Total:</b>					<b>5,276.44</b>

Vendor Name	Pmt Numb	Pmt Date	Description (Item)	Account Number	Amount
<b>Vendor: 10980 - HELPING HAND HEALTH EDUC</b> HELPING HAND HEALTH EDUC	80964	01/27/2025	FD/BLS PROVIDER CARD SMAHONEY	01-6120E-01	11.00
<b>Vendor 10980 - HELPING HAND HEALTH EDUC Total:</b>					<b>11.00</b>
<b>Vendor: 11005 - HOME DEPOT CREDIT SERVICE</b> HOME DEPOT CREDIT SERVICE	DFT0004500	01/21/2025	FD/SIMPLE GREEN ALL PURPOSE CLEANER	01-60900-01	57.79
HOME DEPOT CREDIT SERVICE	DFT0004501	01/21/2025	WD/ORANGE PERIMETER FENCING	11-60480-11	194.99
HOME DEPOT CREDIT SERVICE	DFT0004502	01/21/2025	F&R/DRILL IMPACT SETS, BATTERIES & CHARGERS	01-60930-02	927.64
HOME DEPOT CREDIT SERVICE	DFT0004503	01/21/2025	F&R/RETURN OF 6 PK CHARGER	01-60930-02	(140.29)
HOME DEPOT CREDIT SERVICE	DFT0004504	01/21/2025	F&R/SLIDER FELT, CORNER GUARDS	01-6033B-02	132.82
HOME DEPOT CREDIT SERVICE	DFT0004505	01/21/2025	WD/PVC CUTTER, PAINT MARKERS & MICROFIBER MOP	11-6033B-11	55.52
HOME DEPOT CREDIT SERVICE	DFT0004505	01/21/2025	WD/PVC CUTTER, PAINT MARKERS & MICROFIBER MOP	11-60900-11	35.00
HOME DEPOT CREDIT SERVICE	DFT0004506	01/21/2025	WD/MECHANICS SETS, STARTER KITS & MISC SUPPLIES	11-60315-11	42.97
HOME DEPOT CREDIT SERVICE	DFT0004506	01/21/2025	WD/MECHANICS SETS, STARTER KITS & MISC SUPPLIES	11-6033B-11	12.23
HOME DEPOT CREDIT SERVICE	DFT0004506	01/21/2025	WD/MECHANICS SETS, STARTER KITS & MISC SUPPLIES	11-6033Z-11	140.71
HOME DEPOT CREDIT SERVICE	DFT0004506	01/21/2025	WD/MECHANICS SETS, STARTER KITS & MISC SUPPLIES	11-60480-11	115.25
HOME DEPOT CREDIT SERVICE	DFT0004506	01/21/2025	WD/MECHANICS SETS, STARTER KITS & MISC SUPPLIES	11-60900-11	616.30
HOME DEPOT CREDIT SERVICE	DFT0004506	01/21/2025	WD/MECHANICS SETS, STARTER KITS & MISC SUPPLIES	11-60930-11	274.20
HOME DEPOT CREDIT SERVICE	DFT0004506	01/21/2025	WD/MECHANICS SETS, STARTER KITS & MISC SUPPLIES	39-60900-25	7.33
<b>Vendor 11005 - HOME DEPOT CREDIT SERVICE Total:</b>					<b>2,472.46</b>
<b>Vendor: 11052 - INNOVATIVE CONCEPTS</b> INNOVATIVE CONCEPTS	80853	01/06/2025	ADM/BUSINESS WEBSITE HOSTING	01-60440-09	25.00
<b>Vendor 11052 - INNOVATIVE CONCEPTS Total:</b>					<b>25.00</b>
<b>Vendor: 11072 - JB DEWAR INC.</b> JB DEWAR INC.	80856	01/06/2025	F&R/405.00 GALS OF GASOLINE	01-60960-02	1,658.68
JB DEWAR INC.	80957	01/23/2025	FD/120.20 GALS OF GASOLINE & 399.40 GALS OF DIESEL	01-60960-01	2,447.35
JB DEWAR INC.	80957	01/23/2025	F&R/80.00 GALS OF GASOLINE	01-60960-02	341.64
JB DEWAR INC.	80970	01/28/2025	F&R/400.00 GALS OF GASOLINE	01-60960-02	1,717.69
<b>Vendor 11072 - JB DEWAR INC. Total:</b>					<b>6,165.36</b>
<b>Vendor: 11106 - JOEL SWITZER DIESEL REPAIR, INC</b> JOEL SWITZER DIESEL REPAIR, INC	80965	01/27/2025	WD/OIL CHANGE & SERVICE ON 2019 F-650	11-6041L-11	153.23
<b>Vendor 11106 - JOEL SWITZER DIESEL REPAIR, INC Total:</b>					<b>153.23</b>
<b>Vendor: 12895 - K&amp;K CLEANING</b> K&K CLEANING	80843	01/02/2025	WD/WW/CLEANING OF WATER & WASTEWATER PLANT	11-6033B-11	200.00
K&K CLEANING	80843	01/02/2025	WD/WW/CLEANING OF WATER & WASTEWATER PLANT	12-6033B-12	200.00
K&K CLEANING	80945	01/22/2025	WD/WW/CLEANING OF WATER & WASTEWATER PLANT	11-6033B-11	200.00
K&K CLEANING	80945	01/22/2025	WD/WW/CLEANING OF WATER & WASTEWATER PLANT	12-6033B-12	200.00
K&K CLEANING	80977	01/29/2025	WD/WW/CLEANING OF WATER & WASTEWATER PLANT	11-6033B-11	200.00
K&K CLEANING	80977	01/29/2025	WD/WW/CLEANING OF WATER & WASTEWATER PLANT	12-6033B-12	200.00
<b>Vendor 12895 - K&amp;K CLEANING Total:</b>					<b>1,200.00</b>
<b>Vendor: 12720 - KANNER, DREW</b> KANNER, DREW	80826	01/01/2025	FD/MONTHLY CELL PHONE REIMB	01-6060C-01	45.00
<b>Vendor 12720 - KANNER, DREW Total:</b>					<b>45.00</b>
<b>Vendor: 11165 - KEVIN MERK ASSOCIATES, LLC</b> KEVIN MERK ASSOCIATES, LLC	80946	01/22/2025	WRF/ENVIROMENTAL SVCS FOR WRF PRJT 1/1 - 11/30/24	40-61700-30	12,800.00

Vendor Name	Pmt Num	Pmt Date	Description (Item)	Account Number	Amount
<b>Vendor 11165 - KEVIN MERK ASSOCIATES, LLC Total:</b>					<b>12,800.00</b>
<b>Vendor: 10543 - KITZMAN WATER</b>					
KITZMAN WATER	80854	01/06/2025	ADM/MONTHLY DRINKING WATER - BOTTLED WATER	01-6033B-09	19.00
KITZMAN WATER	80854	01/06/2025	ADM/MONTHLY DRINKING WATER - STAND	01-6033B-09	12.00
KITZMAN WATER	80864	01/07/2025	WD/WW/MONTHLY DRINKING WATER - BOTTLED WATER	11-60500-11	16.50
KITZMAN WATER	80864	01/07/2025	WD/WW/MONTHLY DRINKING WATER - BOTTLED WATER	12-60500-12	16.50
KITZMAN WATER	80864	01/07/2025	WD/WW/MONTHLY DRINKING WATER - BOTLED WATER	11-60500-11	55.00
KITZMAN WATER	80864	01/07/2025	WD/WW/MONTHLY DRINKING WATER - BOTLED WATER	12-60500-12	55.00
KITZMAN WATER	80864	01/07/2025	FD/RO WATER SOFTNER SERVICE - RO SVC & PE SOFTNER	01-6033B-01	109.00
KITZMAN WATER	80864	01/07/2025	WD/WW/MONTHLY DRINKING WATER - STAND	11-60500-11	6.00
KITZMAN WATER	80864	01/07/2025	WD/WW/MONTHLY DRINKING WATER - STAND	12-60500-12	6.00
KITZMAN WATER	80864	01/07/2025	F&R/MONTHLY DRINKING WATER RODEO GROUNDS - STAND	01-6033B-02	12.00
<b>Vendor 10543 - KITZMAN WATER Total:</b>					<b>307.00</b>
<b>Vendor: 11241 - LIEBERT CASSIDY WHITMORE</b>					
LIEBERT CASSIDY WHITMORE	80947	01/22/2025	ADM/LEGAL FEES FOR CLIENT MATTER CA131-00001	01-6080L-09	1,608.00
LIEBERT CASSIDY WHITMORE	80947	01/22/2025	ADM/LEGAL FEES FOR CLIENT MATTER CA131-00020	01-6080L-09	265.50
LIEBERT CASSIDY WHITMORE	80947	01/22/2025	ADM/LEGAL FEES FOR CLIENT MATTER CA131-00022	01-6080L-09	1,935.00
LIEBERT CASSIDY WHITMORE	80947	01/22/2025	ADM/LEGAL FEES FOR CLIENT MATTER CA131-00023	01-6080L-09	63.00
LIEBERT CASSIDY WHITMORE	80947	01/22/2025	ADM/LEGAL FEES FOR CLIENT MATTER CA131-00026	01-6080L-09	630.00
<b>Vendor 11241 - LIEBERT CASSIDY WHITMORE Total:</b>					<b>4,501.50</b>
<b>Vendor: 12880 - LINNVESTMENTS</b>					
LINNVESTMENTS	80838	01/01/2025	ADM/MONTHLY RENT - MAIN ST JANUARY 2025	01-60750-09	1,952.00
<b>Vendor 12880 - LINNVESTMENTS Total:</b>					<b>1,952.00</b>
<b>Vendor: 12782 - LOUDERMILK, TYLER</b>					
LOUDERMILK, TYLER	80827	01/01/2025	FD/MONTHLY CELL PHONE REIMB	01-6060C-01	45.00
<b>Vendor 12782 - LOUDERMILK, TYLER Total:</b>					<b>45.00</b>
<b>Vendor: 12702 - MAHONEY, STUART</b>					
MAHONEY, STUART	80828	01/01/2025	FD/MONTHLY CELL PHONE REIMB	01-6060C-01	45.00
<b>Vendor 12702 - MAHONEY, STUART Total:</b>					<b>45.00</b>
<b>Vendor: 11296 - MALONEY, RYAN S</b>					
MALONEY, RYAN S	80829	01/01/2025	FD/MONTHLY CELL PHONE REIMB	01-6060C-01	45.00
<b>Vendor 11296 - MALONEY, RYAN S Total:</b>					<b>45.00</b>
<b>Vendor: 11326 - MCELHENIE, MATTHEW</b>					
MCELHENIE, MATTHEW	80830	01/01/2025	ADM/MONTHLY CELL PHONE & INTERNET REIMB	01-6060C-09	55.00
<b>Vendor 11326 - MCELHENIE, MATTHEW Total:</b>					<b>55.00</b>
<b>Vendor: 12899 - MCGILL, GREG</b>					
MCGILL, GREG	80831	01/01/2025	FD/MONTHLY CELL PHONE REIMB	01-6060C-01	45.00
<b>Vendor 12899 - MCGILL, GREG Total:</b>					<b>45.00</b>
<b>Vendor: 11357 - MEDSTOP MEDICAL CLINIC, INC</b>					
MEDSTOP MEDICAL CLINIC, INC	80948	01/22/2025	WW/F&R/POST OFFER PHYSICALS	01-61250-02	225.00
MEDSTOP MEDICAL CLINIC, INC	80948	01/22/2025	WW/F&R/POST OFFER PHYSICALS	12-61250-12	225.00
MEDSTOP MEDICAL CLINIC, INC	80948	01/22/2025	WW/DMV/DOT PHYSICALS	12-6080M-12	400.00
<b>Vendor 11357 - MEDSTOP MEDICAL CLINIC, INC Total:</b>					<b>850.00</b>
<b>Vendor: 11363 - MEEKS, CODY</b>					
MEEKS, CODY	80832	01/01/2025	WD/SWF/MONTHLY CELL PHONE & INTERNET REIMB	11-6060C-11	80.00
MEEKS, CODY	80832	01/01/2025	WD/SWF/MONTHLY CELL PHONE & INTERNET REIMB	39-6060C-25	20.00
<b>Vendor 11363 - MEEKS, CODY Total:</b>					<b>100.00</b>
<b>Vendor: 12811 - MICHAEL K. NUNLEY &amp; ASSOCIATES</b>					
MICHAEL K. NUNLEY & ASSOCIATES	80882	01/10/2025	WD/PROF SVCS STUART STREET TANKS REPLACEMENT	11-61700-11	11,743.74
<b>Vendor 12811 - MICHAEL K. NUNLEY &amp; ASSOCIATES Total:</b>					<b>11,743.74</b>

Vendor Name	Pmt Numb	Pmt Date	Description (Item)	Account Number	Amount
<b>Vendor: 12857 - MIDWEST MOTOR SUPPLY CO. INC.</b>					
MIDWEST MOTOR SUPPLY CO. INC.	80865	01/07/2025	F&R/NON-CONDUCTIVE LOCKOUT	01-60900-02	100.58
MIDWEST MOTOR SUPPLY CO. INC.	80865	01/07/2025	F&R/WIPERS, EAR MUFFS, GLOVES & MISC SUPPLIES	01-60900-02	1,858.90
MIDWEST MOTOR SUPPLY CO. INC.	80898	01/15/2025	F&R/UNIVERSAL COMPACT ABSORBENT ROLL	01-60900-02	120.87
<b>Vendor 12857 - MIDWEST MOTOR SUPPLY CO. INC. Total:</b>					<b>2,080.35</b>
<b>Vendor: 12768 - MUNICIPAL RESOURCE GROUP, LLC.</b>					
MUNICIPAL RESOURCE GROUP, LLC.	80949	01/22/2025	ADM/MONTHLY HR COACHING & CONSULTING SVC NOV 24	01-6080M-09	2,700.00
MUNICIPAL RESOURCE GROUP, LLC.	80949	01/22/2025	ADM.MONTHLY HR COACHING & CONSULTING SVCS DEC 24	01-6080M-09	2,700.00
<b>Vendor 12768 - MUNICIPAL RESOURCE GROUP, LLC. Total:</b>					<b>5,400.00</b>
<b>Vendor: 11474 - NAVIA BENEFIT SOLUTIONS, INC.</b>					
NAVIA BENEFIT SOLUTIONS, INC.	80844	01/02/2025	ADM/MONTHLY CAFETERIA PLAN ADMINISTRATION DEC 24	01-60860-09	298.20
<b>Vendor 11474 - NAVIA BENEFIT SOLUTIONS, INC. Total:</b>					<b>298.20</b>
<b>Vendor: 12772 - OPTIMIZED INVESTMENT PARTNERS</b>					
OPTIMIZED INVESTMENT PARTNERS	DFT0004453	01/06/2025	ADM/INVESTMENT ADVISORY SVCS - DECEMBER 2024	01-6080F-09	1,740.92
<b>Vendor 12772 - OPTIMIZED INVESTMENT PARTNERS Total:</b>					<b>1,740.92</b>
<b>Vendor: 11530 - ORKIN</b>					
ORKIN	80892	01/13/2025	FD/PREVENTATIVE MOSQUITO CONTROL SERVICES	01-6033G-01	65.00
<b>Vendor 11530 - ORKIN Total:</b>					<b>65.00</b>
<b>Vendor: 12901 - PADRE ASSOCIATES, INC.</b>					
PADRE ASSOCIATES, INC.	80899	01/15/2025	PROS/ENVIROMENTAL MONITORING - EAST RANCH	01-61700-16	13,625.00
<b>Vendor 12901 - PADRE ASSOCIATES, INC. Total:</b>					<b>13,625.00</b>
<b>Vendor: 11543 - PG&amp;E</b>					
PG&E	DFT0004454	01/07/2025	WW/ELEC SVC VARIOUS LIFT STATIONS	12-6060E-12	24,539.46
PG&E	DFT0004455	01/07/2025	ALL/ELEC SVC GENERAL METERS	01-6060E-01	1,333.95
PG&E	DFT0004455	01/07/2025	ALL/ELEC SVC GENERAL METERS	01-6060E-02	861.59
PG&E	DFT0004455	01/07/2025	ALL/ELEC SVC GENERAL METERS	01-6060E-02	1,702.29
PG&E	DFT0004455	01/07/2025	ALL/ELEC SVC GENERAL METERS	01-6060E-09	434.19
PG&E	DFT0004456	01/07/2025	WRF/ELEC SVC SAN SIMEON CRK RD	39-6060E-25	148.09
PG&E	DFT0004457	01/07/2025	WD/ELEC SVC 2820 SANTA ROSA CRK RD	11-6060E-11	381.57
PG&E	DFT0004458	01/07/2025	WRF/ELEC SVC SAN SIMEON CRK RD UNIT 1	39-6060E-25	529.70
PG&E	DFT0004459	01/07/2025	WD/ELEC SVC VARIOUS WELLS	11-6060E-11	14,554.36
PG&E	DFT0004460	01/07/2025	WRF/ELEC SVC SAN SIMEON CRK RD UNIT 2	39-6060E-25	66.20
<b>Vendor 11543 - PG&amp;E Total:</b>					<b>44,551.40</b>
<b>Vendor: 11623 - PITNEY BOWES RESERVE ACCT</b>					
PITNEY BOWES RESERVE ACCT	80978	01/29/2025	ADM/POSTAGE MACHINE REFILLS	01-60510-09	2,000.00
<b>Vendor 11623 - PITNEY BOWES RESERVE ACCT Total:</b>					<b>2,000.00</b>
<b>Vendor: 12786 - POLYDYNE, INC.</b>					
POLYDYNE, INC.	80950	01/22/2025	WW/SLUDGE POLYMER	12-6032S-12	4,563.49
POLYDYNE, INC.	80950	01/22/2025	WW/SLUDGE POLYMER	12-6032S-12	4,563.49
<b>Vendor 12786 - POLYDYNE, INC. Total:</b>					<b>9,126.98</b>
<b>Vendor: 11713 - REAPER, TRISTAN</b>					
REAPER, TRISTAN	80833	01/01/2025	WD/WW/WRF/MONTHLY CELL PHONE REIMB	11-6060C-11	33.00
REAPER, TRISTAN	80833	01/01/2025	WD/WW/WRF/MONTHLY CELL PHONE REIMB	12-6060C-12	33.00
REAPER, TRISTAN	80833	01/01/2025	WD/WW/WRF/MONTHLY CELL PHONE REIMB	39-6060C-25	34.00
<b>Vendor 11713 - REAPER, TRISTAN Total:</b>					<b>100.00</b>
<b>Vendor: 11731 - RETIREE00</b>					
RETIREE00	80902	01/15/2025	WD/MONTHLY HEALTH INSURANCE REIMB	11-51210-11	770.42
<b>Vendor 11731 - RETIREE00 Total:</b>					<b>770.42</b>



Vendor Name	Pmt Numb	Pmt Date	Description (Item)	Account Number	Amount
<b>Vendor: 11732 - RETIREE01</b> RETIREE01	80903	01/15/2025	WW/MONTHLY HEALTH INSURANCE REIMB	12-51210-12	770.42
				<b>Vendor 11732 - RETIREE01 Total:</b>	<b>770.42</b>
<b>Vendor: 11733 - RETIREE02</b> RETIREE02	80904	01/15/2025	F&R/MONTHLY HEALTH INSURANCE REIMB	01-51210-02	577.04
				<b>Vendor 11733 - RETIREE02 Total:</b>	<b>577.04</b>
<b>Vendor: 11735 - RETIREE04</b> RETIREE04	80905	01/15/2025	ADM/MONTHLY HEALTH INSURANCE REIMB	01-51210-09	306.21
				<b>Vendor 11735 - RETIREE04 Total:</b>	<b>306.21</b>
<b>Vendor: 11736 - RETIREE05</b> RETIREE05	80906	01/15/2025	WW/MONTHLY HEALTH INSURANCE REIMB	12-51210-12	306.21
				<b>Vendor 11736 - RETIREE05 Total:</b>	<b>306.21</b>
<b>Vendor: 11737 - RETIREE06</b> RETIREE06	80907	01/15/2025	WD/MONTHLY HEALTH INSURANCE REIMB	11-51210-11	306.21
				<b>Vendor 11737 - RETIREE06 Total:</b>	<b>306.21</b>
<b>Vendor: 11738 - RETIREE07</b> RETIREE07	80908	01/15/2025	WD/MONTHLY HEALTH INSURANCE REIMB	11-51210-11	306.21
				<b>Vendor 11738 - RETIREE07 Total:</b>	<b>306.21</b>
<b>Vendor: 11740 - RETIREE09</b> RETIREE09	80909	01/15/2025	ADM/MONTHLY HEALTH INSURANCE REIMB	01-51210-09	306.21
				<b>Vendor 11740 - RETIREE09 Total:</b>	<b>306.21</b>
<b>Vendor: 11741 - RETIREE10</b> RETIREE10	80910	01/15/2025	ADM/MONTHLY HEALTH INSURANCE REIMB	01-51210-09	306.21
				<b>Vendor 11741 - RETIREE10 Total:</b>	<b>306.21</b>
<b>Vendor: 11742 - RETIREE11</b> RETIREE11	80911	01/15/2025	ADM/MONTHLY HEALTH INSURANCE REIMB	01-51210-09	306.21
				<b>Vendor 11742 - RETIREE11 Total:</b>	<b>306.21</b>
<b>Vendor: 11743 - RETIREE12</b> RETIREE12	80912	01/15/2025	WW/MONTHLY HEALTH INSURANCE REIMB	12-51210-12	1,312.08
				<b>Vendor 11743 - RETIREE12 Total:</b>	<b>1,312.08</b>
<b>Vendor: 11744 - RETIREE13</b> RETIREE13	80913	01/15/2025	FD/MONTHLY HEALTH INSURANCE REIMB	01-51210-01	306.21
				<b>Vendor 11744 - RETIREE13 Total:</b>	<b>306.21</b>
<b>Vendor: 11747 - RETIREE16</b> RETIREE16	80914	01/15/2025	WD/MONTHLY HEALTH INSURANCE REIMB	11-51210-11	770.42
				<b>Vendor 11747 - RETIREE16 Total:</b>	<b>770.42</b>
<b>Vendor: 11748 - RETIREE17</b> RETIREE17	80915	01/15/2025	ADM/MONTHLY HEALTH INSURANCE REIMB	01-51210-09	770.42
				<b>Vendor 11748 - RETIREE17 Total:</b>	<b>770.42</b>
<b>Vendor: 11750 - RETIREE19</b> RETIREE19	80916	01/15/2025	FD/MONTHLY HEALTH INSURANCE REIMB	01-51210-01	770.42
				<b>Vendor 11750 - RETIREE19 Total:</b>	<b>770.42</b>
<b>Vendor: 11752 - RETIREE21</b> RETIREE21	80917	01/15/2025	WW/MONTHLY HEALTH INSURANCE REIMB	12-51210-12	306.21
				<b>Vendor 11752 - RETIREE21 Total:</b>	<b>306.21</b>
<b>Vendor: 11753 - RETIREE22</b> RETIREE22	80918	01/15/2025	WW/MONTHLY HEALTH INSURANCE REIMB	12-51210-12	770.42
				<b>Vendor 11753 - RETIREE22 Total:</b>	<b>770.42</b>
<b>Vendor: 11755 - RETIREE24</b> RETIREE24	80919	01/15/2025	F&R/MONTHLY HEALTH INSURANCE REIMB	01-51210-02	306.21
				<b>Vendor 11755 - RETIREE24 Total:</b>	<b>306.21</b>

Vendor Name	Pmt Numb	Pmt Date	Description (Item)	Account Number	Amount
<b>Vendor: 11757 - RETIREE26</b> RETIREE26	80920	01/15/2025	ADM/MONTHLY HEALTH INSURANCE REIMB	01-51210-09	1,041.25
<b>Vendor 11757 - RETIREE26 Total:</b>					<b>1,041.25</b>
<b>Vendor: 11758 - RETIREE27</b> RETIREE27	80921	01/15/2025	FD/MONTHLY HEALTH INSURANCE REIMB	01-51210-01	770.42
<b>Vendor 11758 - RETIREE27 Total:</b>					<b>770.42</b>
<b>Vendor: 11759 - RETIREE28</b> RETIREE28	80922	01/15/2025	F&R/MONTHLY HEALTH INSURANCE REIMB	01-51210-02	770.42
<b>Vendor 11759 - RETIREE28 Total:</b>					<b>770.42</b>
<b>Vendor: 11762 - RETIREE31</b> RETIREE31	80923	01/15/2025	ADM/MONTHLY HEALTH INSURANCE REIMB	01-51210-09	306.21
<b>Vendor 11762 - RETIREE31 Total:</b>					<b>306.21</b>
<b>Vendor: 11763 - RETIREE32</b> RETIREE32	80924	01/15/2025	ADM/MONTHLY HEALTH INSURANCE REIMB	01-51210-09	670.85
<b>Vendor 11763 - RETIREE32 Total:</b>					<b>670.85</b>
<b>Vendor: 11764 - RETIREE33</b> RETIREE33	80925	01/15/2025	ADM/MONTHLY HEALTH INSURANCE REIMB	01-51210-09	577.04
<b>Vendor 11764 - RETIREE33 Total:</b>					<b>577.04</b>
<b>Vendor: 11765 - RETIREE34</b> RETIREE34	80926	01/15/2025	FD/MONTHLY HEALTH INSURANCE REIMB	01-51210-01	217.91
<b>Vendor 11765 - RETIREE34 Total:</b>					<b>217.91</b>
<b>Vendor: 11767 - RETIREE36</b> RETIREE36	80927	01/15/2025	ADM/MONTHLY HEALTH INSURANCE REIMB	01-51210-09	770.42
<b>Vendor 11767 - RETIREE36 Total:</b>					<b>770.42</b>
<b>Vendor: 11768 - RETIREE37</b> RETIREE37	80928	01/15/2025	ADM/WD/WW/MONTHLY HEALTH INSURANCE REIMB	01-51210-09	71.46
RETIREE37	80928	01/15/2025	ADM/WD/WW/MONTHLY HEALTH INSURANCE REIMB	11-51210-11	928.99
RETIREE37	80928	01/15/2025	ADM/WD/WW/MONTHLY HEALTH INSURANCE REIMB	12-51210-12	428.76
<b>Vendor 11768 - RETIREE37 Total:</b>					<b>1,429.21</b>
<b>Vendor: 11769 - RETIREE38</b> RETIREE38	80929	01/15/2025	WD/MONTHLY HEALTH INSURANCE REIMB	11-51210-11	1,753.10
<b>Vendor 11769 - RETIREE38 Total:</b>					<b>1,753.10</b>
<b>Vendor: 11770 - RETIREE39</b> RETIREE39	80930	01/15/2025	ADM/MONTHLY HEALTH INSURANCE REIMB	01-51210-09	577.04
<b>Vendor 11770 - RETIREE39 Total:</b>					<b>577.04</b>
<b>Vendor: 11003 - RETIREE40</b> RETIREE40	80931	01/15/2025	FD/MONTHLY HEALTH INSURANCE REIMB	01-51210-01	1,753.10
<b>Vendor 11003 - RETIREE40 Total:</b>					<b>1,753.10</b>
<b>Vendor: 12911 - RETIREE41</b> RETIREE41	80932	01/15/2025	FD/MONTHLY HEALTH INSURANCE REIMB	01-51210-01	1,753.10
<b>Vendor 12911 - RETIREE41 Total:</b>					<b>1,753.10</b>
<b>Vendor: 11846 - SAF-T-FLO WATER SERVICES</b> SAF-T-FLO WATER SERVICES	80979	01/29/2025	WD/STATIC MIXER & INJECTION QUILL	11-6031D-11	7,391.78
<b>Vendor 11846 - SAF-T-FLO WATER SERVICES Total:</b>					<b>7,391.78</b>
<b>Vendor: 11900 - SCOTT O'BRIEN FIRE &amp; SAFETY CO. INC.</b> SCOTT O'BRIEN FIRE & SAFETY CO. INC.	80966	01/27/2025	WW/ANNUAL MAINTENANCE OF FIRE EXTINGUISHERS	12-60480-12	869.21
SCOTT O'BRIEN FIRE & SAFETY CO. INC.	80966	01/27/2025	WD/ANNUAL MAINTENANCE OF FIRE EXTINGUISHERS	11-60480-11	391.44
SCOTT O'BRIEN FIRE & SAFETY CO. INC.	80966	01/27/2025	F&R/ANNUAL MAINTENANCE OF FIRE EXTINGUISHERS	01-6033B-02	334.03
<b>Vendor 11900 - SCOTT O'BRIEN FIRE &amp; SAFETY CO. INC. Total:</b>					<b>1,594.68</b>
<b>Vendor: 11904 - SDRMA</b>					

Vendor Name	Pmt Numb	Pmt Date	Description (Item)	Account Number	Amount
SDRMA	80893	01/13/2025	F&R/DED FOR BROOKS-CHISLER CLAIM PD2324009429-001	01-60300-02	500.00
<b>Vendor 11904 - SDRMA Total:</b>					<b>500.00</b>
<b>Vendor: 12708 - SLO COUNTY APCD</b>					
SLO COUNTY APCD	80951	01/22/2025	WD/WW/F&R/EQUIP PERMIT RENEWAL - EMRG STBY ENGINES	01-60550-02	523.71
SLO COUNTY APCD	80951	01/22/2025	WD/WW/F&R/EQUIP PERMIT RENEWAL - EMRG STBY ENGINES	11-60550-11	2,094.84
SLO COUNTY APCD	80951	01/22/2025	WD/WW/F&R/EQUIP PERMIT RENEWAL - EMRG STBY ENGINES	12-60550-12	3,665.97
SLO COUNTY APCD	80967	01/27/2025	FD/EQUIPMENT PERMIT RENEWAL PERMIT #1007-1	01-60550-01	523.71
<b>Vendor 12708 - SLO COUNTY APCD Total:</b>					<b>6,808.23</b>
<b>Vendor: 11970 - SLO COUNTY EMSA</b>					
SLO COUNTY EMSA	80866	01/07/2025	FD/EMT RECERTIFICATION - CBLUME	01-6120E-01	67.00
<b>Vendor 11970 - SLO COUNTY EMSA Total:</b>					<b>67.00</b>
<b>Vendor: 11966 - SLO COUNTY ENVIRONMENTAL HEALTH</b>					
SLO COUNTY ENVIRONMENTAL HEALTH	80968	01/27/2025	WD/CROSS CONNECTION - ADMIN COST	11-60550-11	950.70
SLO COUNTY ENVIRONMENTAL HEALTH	80968	01/27/2025	WD/CHARGEABLE REPORT WRITING/CORRESPONDENCE	11-60550-11	1,232.80
<b>Vendor 11966 - SLO COUNTY ENVIRONMENTAL HEALTH Total:</b>					<b>2,183.50</b>
<b>Vendor: 11978 - SLO COUNTY PUBLIC WORKS</b>					
SLO COUNTY PUBLIC WORKS	80888	01/10/2025	PROS/ROAD IMPROVEMENT PERMITTING FEE - SKATE PARK	01-61700-16	10,649.00
SLO COUNTY PUBLIC WORKS	80952	01/22/2025	PROS/ENGINEERING & CORRESPONDENCE FOR SKATE PARK	01-61700-16	607.76
<b>Vendor 11978 - SLO COUNTY PUBLIC WORKS Total:</b>					<b>11,256.76</b>
<b>Vendor: 12478 - SOCAL GAS</b>					
SOCAL GAS	DFT0004461	01/07/2025	ADM/GAS SVC 1316 TAMSEN - CLOSING BILL	01-6060G-09	19.34
SOCAL GAS	DFT0004462	01/07/2025	FD/GAS SVC 2850 BURTON DRIVE	01-6060G-01	583.15
SOCAL GAS	DFT0004463	01/07/2025	FD/GAS SVC 5490 HEATH LANE	01-6060G-01	40.17
SOCAL GAS	DFT0004464	01/07/2025	FD/GAS SVC 5500 HEATH LANE #B	01-6060G-01	117.53
SOCAL GAS	DFT0004465	01/07/2025	WD/WW/GAS SVC 5500 HEATH LANE	11-6060G-11	74.09
SOCAL GAS	DFT0004465	01/07/2025	WD/WW/GAS SVC 5500 HEATH LANE	12-6060G-12	74.09
SOCAL GAS	DFT0004466	01/07/2025	F&R/GAS SVC AT VET'S HALL	01-6060G-02	342.35
<b>Vendor 12478 - SOCAL GAS Total:</b>					<b>1,250.72</b>
<b>Vendor: 12496 - SPOHN RANCH, INC.</b>					
SPOHN RANCH, INC.	80867	01/07/2025	PROS/DESIGN & CONSULTING SVCS FOR SKATEPARK	01-61700-16	2,500.00
<b>Vendor 12496 - SPOHN RANCH, INC. Total:</b>					<b>2,500.00</b>
<b>Vendor: 12844 - STATE WATER RESOURCES CONTROL BOARD</b>					
STATE WATER RESOURCES CONTROL BOARD	80894	01/13/2025	WW/GRD 2 WASTEWATER EXAM APPLICATION FEE - RSTALEY	12-6120E-12	210.00
<b>Vendor 12844 - STATE WATER RESOURCES CONTROL BOARD Total:</b>					<b>210.00</b>
<b>Vendor: 12588 - STEWART, WIL</b>					
STEWART, WIL	80834	01/01/2025	FD/MONTHLY CELL PHONE REIMB	01-6060C-01	45.00
<b>Vendor 12588 - STEWART, WIL Total:</b>					<b>45.00</b>
<b>Vendor: 12712 - STICKS AND STONES TRUCKING</b>					
STICKS AND STONES TRUCKING	80868	01/07/2025	F&R/GREEN WASTE & ICE PLANT DISPOSAL	01-6033R-02	560.00
<b>Vendor 12712 - STICKS AND STONES TRUCKING Total:</b>					<b>560.00</b>
<b>Vendor: 12117 - SWCA, INC.</b>					
SWCA, INC.	80969	01/27/2025	WRF/WATER RECLAMATION FACILITY CDP PROJECT	40-61700-30	10,482.50
<b>Vendor 12117 - SWCA, INC. Total:</b>					<b>10,482.50</b>
<b>Vendor: 12645 - SYNAGRO WEST, LLC</b>					
SYNAGRO WEST, LLC	80953	01/22/2025	WW/BIOSOLIDS TO LIBERTY COMPOST/MONTHLY TRAILER	12-6032S-12	7,194.76
<b>Vendor 12645 - SYNAGRO WEST, LLC Total:</b>					<b>7,194.76</b>
<b>Vendor: 12579 - TARGETSOLUTIONS LEARNING, LLC</b>					

Vendor Name	Pmt Numb	Pmt Date	Description (Item)	Account Number	Amount
TARGETSOLUTIONS LEARNING, LLC	80855	01/06/2025	FD/SCHEDULING SVC ANNUAL FEE - 2/1/25 - 1/31/2026	01-60900-01	1,124.55
<b>Vendor 12579 - TARGETSOLUTIONS LEARNING, LLC Total:</b>					<b>1,124.55</b>
<b>Vendor: 12165 - THE BLUEPRINTER</b> THE BLUEPRINTER	80954	01/22/2025	ADM/RESTOCK OF WINDOW ENVELOPES	01-60530-09	192.13
<b>Vendor 12165 - THE BLUEPRINTER Total:</b>					<b>192.13</b>
<b>Vendor: 12903 - TOBY RANDOLPH</b> TOBY RANDOLPH	80900	01/15/2025	FD/90 DAY INSPECTION & SVC ON 2022 WT57	01-6041L-01	555.00
TOBY RANDOLPH	80900	01/15/2025	FD/90 DAY INSPECTION & SVC ON 2007 E57	01-6041L-01	379.75
TOBY RANDOLPH	80900	01/15/2025	FD/90 DAY INSPECTION & SVC ON 2017 5792	01-6041L-01	379.75
<b>Vendor 12903 - TOBY RANDOLPH Total:</b>					<b>1,314.50</b>
<b>Vendor: 12701 - TYLER BUSINESS FORMS</b> TYLER BUSINESS FORMS	80845	01/02/2025	ADM/1099 FORMS, W-2 FORMS & ENVELOPES	01-60900-09	309.04
<b>Vendor 12701 - TYLER BUSINESS FORMS Total:</b>					<b>309.04</b>
<b>Vendor: 12238 - TYLER TECHNOLOGIES, INC</b> TYLER TECHNOLOGIES, INC	80955	01/22/2025	WD/PIOLT METER PROJ - MRI/MMS METER RDG INTERFACE	11-61700-11	72.50
<b>Vendor 12238 - TYLER TECHNOLOGIES, INC Total:</b>					<b>72.50</b>
<b>Vendor: 12897 - UMPQUA BANK</b> UMPQUA BANK	DFT0004508	01/23/2025	F&R/MID COAST MOWER - AIR FILTERS & SPARK PLUGS	01-60900-02	296.47
UMPQUA BANK	DFT0004508	01/23/2025	F&R/MID COAST MOWER - CHAINSAW & CARBURETOR	01-60900-02	111.04
UMPQUA BANK	DFT0004508	01/23/2025	F&R/MID COAST MOWER - CHAINSAW & CARBURETOR	01-60930-02	456.74
UMPQUA BANK	DFT0004509	01/23/2025	WD/SLO CLERK RECORDER - AMI UPG PRJT NOE	11-60550-11	81.00
UMPQUA BANK	DFT0004509	01/23/2025	WD/CHARGEPOINT - FORD LIGHTENING CHARGING	11-60960-11	15.71
UMPQUA BANK	DFT0004509	01/23/2025	WD/CHARGEPOINT - FORD LIGHTENING CHARGING	11-60960-11	15.95
UMPQUA BANK	DFT0004509	01/23/2025	WD/CHARGEPOINT - FORD LIGHTENING CHARGING	11-60960-11	6.87
UMPQUA BANK	DFT0004509	01/23/2025	WD/MAIN ST GRILL - RDO GRNDS TRANS REP STAFF MEAL	11-61240-11	70.37
UMPQUA BANK	DFT0004509	01/23/2025	WD/LUIGIS - TARTHO ANNUAL EVALUATION	12-61240-12	40.19
UMPQUA BANK	DFT0004510	01/23/2025	FD/HAMPTON INN - FIRELINE PARAMEDIC WSTEWART	01-6120E-01	308.58
UMPQUA BANK	DFT0004510	01/23/2025	FD/PRECISION TRAINING- FIRELINE PARAMEDIC WSTEWART	01-6120E-01	260.00
UMPQUA BANK	DFT0004511	01/23/2025	ADM/RING BASIC PLAN - YRLY RING BASIC PLAN	01-6033B-09	299.94
UMPQUA BANK	DFT0004511	01/23/2025	ADM/USPS - CERTIFIED MAILING TO MCEHN	01-60510-09	9.68
UMPQUA BANK	DFT0004511	01/23/2025	FD/CULTIVO COFFEE LLC - BULK WHOLESALE COFFEE	01-60900-01	87.50
UMPQUA BANK	DFT0004511	01/23/2025	ADM/MAIN ST GRILL - CCSD STAFF MTG AT VET'S HALL	01-61150-09	64.69
UMPQUA BANK	DFT0004511	01/23/2025	ADM/ZOOM - MONTHLY WEBINAR FEE	01-61150-09	310.08
UMPQUA BANK	DFT0004511	01/23/2025	ADM/UNITED - ECONOMY PLUS SEAT PSP - SFO	01-6120E-09	54.99
UMPQUA BANK	DFT0004511	01/23/2025	ADM/UNITED - ECONOMY PLUS SEAT SFO - PSP	01-6120E-09	45.99
UMPQUA BANK	DFT0004511	01/23/2025	ADM/UNITED - TRVL FLIGHT FOR GM 2025 CASA CONF	01-6120E-09	347.95
UMPQUA BANK	DFT0004511	01/23/2025	ADM/UNITED - ECONOMY PLUS SEAT SBP-SFO	01-6120E-09	35.99
UMPQUA BANK	DFT0004511	01/23/2025	ADM/UNITED - ECONOMY PLUS SEAT SFO - SBP	01-6120E-09	29.99
UMPQUA BANK	DFT0004511	01/23/2025	ADM/TRAVEL GUARD - TRAVEL INSURANCE FOR UA FLIGHT	01-6120E-09	23.45
UMPQUA BANK	DFT0004511	01/23/2025	FD/ALBERTFLORIST - CONGRATULATION FLOWERS	01-61240-01	92.44
UMPQUA BANK	DFT0004511	01/23/2025	ADM/SPROUTS FARMERS MRKT - FOOD FOR EMP/BOD BBQ	01-61240-09	129.97

Vendor Name	Pmt Numb	Pmt Date	Description (Item)	Account Number	Amount
UMPQUA BANK	DFT0004511	01/23/2025	ADM/CRAIGSLIST - WTR TX OPERATOR RECRUITMENT	11-61250-11	25.00
UMPQUA BANK	DFT0004512	01/23/2025	FD/LOWES - 8FT DISHWASHER CONNECTOR	01-6033B-01	35.87
UMPQUA BANK	DFT0004512	01/23/2025	FD/LOWES - DISHWASHER	01-6033B-01	849.62
UMPQUA BANK	DFT0004512	01/23/2025	FD/SONETICS CORP - HEADSET RADIO & REP HEADSET	01-6041L-01	654.22
UMPQUA BANK	DFT0004512	01/23/2025	FD/STAPLES - GOLD FOIL CERTIFICATE	01-60500-01	15.21
UMPQUA BANK	DFT0004512	01/23/2025	FD/FIRELINE SHIELDS -SHIELD, TOP BANNER & SHIPPING	01-60940-01	93.00
UMPQUA BANK	DFT0004512	01/23/2025	FD/FIRELINE SHIELDS - SHIELD & TOP BANNER	01-60940-01	80.00
UMPQUA BANK	DFT0004512	01/23/2025	FD/WPSG - LEATHER HELMET & ESS GOGGLES	01-60940-01	1,314.00
UMPQUA BANK	DFT0004512	01/23/2025	FD/ALBERTSONS - CUTLERY & DRINKS	01-61240-01	45.09
UMPQUA BANK	DFT0004512	01/23/2025	FD/LINN'S FRUIT BIN - ETORLANO RET BREAKFAST	01-61240-01	670.60
UMPQUA BANK	DFT0004512	01/23/2025	FD/MICHAELS STORES - FRAME FOR ETORLANO RET	01-61240-01	16.30
UMPQUA BANK	DFT0004512	01/23/2025	ADM/ALBERTSONS - FOOD FOR EMP/BOD BBQ	01-61240-09	53.63
UMPQUA BANK	DFT0004512	01/23/2025	ADM/FOOD 4 LESS - FOOD FOR EMP/BOD BBQ	01-61240-09	94.87
UMPQUA BANK	DFT0004512	01/23/2025	ADM//SMART AND FINAL - FOOD FOR EMP/BOD BBQ	01-61240-09	291.26
UMPQUA BANK	DFT0004512	01/23/2025	ADM/CAMBRIA GENERAL STORE - FOOD FOR EMP/BOD BBQ	01-61240-09	7.20
<b>Vendor 12897 - UMPQUA BANK Total:</b>					<b>7,441.45</b>
<b>Vendor: 12249 - UNITED RENTALS (NA) INC.</b> UNITED RENTALS (NA) INC.	80884	01/10/2025	WW/CONFINED SPACES CSD ONLINE CLASS - RSTANLEY	12-6120E-12	121.50
<b>Vendor 12249 - UNITED RENTALS (NA) INC. Total:</b>					<b>121.50</b>
<b>Vendor: 12910 - VELAZQUEZ, ANASTACIO</b> VELAZQUEZ, ANASTACIO	1226	01/10/2025	F&R/REFUND OF VET'S HALL SEC DEP 1/04/2025 EVENT	01-24200-02	1,000.00
<b>Vendor 12910 - VELAZQUEZ, ANASTACIO Total:</b>					<b>1,000.00</b>
<b>Vendor: 12286 - VERIZON WIRELESS</b> VERIZON WIRELESS	DFT0004450	01/04/2025	ALL/MONTHLY ON-CALL CELL PHONES & TABLETS	01-6060C-01	290.49
VERIZON WIRELESS	DFT0004450	01/04/2025	ALL/MONTHLY ON-CALL CELL PHONES & TABLETS	01-6060C-02	270.22
VERIZON WIRELESS	DFT0004450	01/04/2025	ALL/MONTHLY ON-CALL CELL PHONES & TABLETS	01-6060C-09	238.09
VERIZON WIRELESS	DFT0004450	01/04/2025	ALL/MONTHLY ON-CALL CELL PHONES & TABLETS	11-6060C-11	154.27
VERIZON WIRELESS	DFT0004450	01/04/2025	ALL/MONTHLY ON-CALL CELL PHONES & TABLETS	12-6060C-12	114.50
<b>Vendor 12286 - VERIZON WIRELESS Total:</b>					<b>1,067.57</b>
<b>Vendor: 12637 - VINCENT COMMUNICATIONS</b> VINCENT COMMUNICATIONS	80901	01/15/2025	FD/TESTING & REPAIR OF RADIO EQUIPMENT	01-60930-01	539.00
<b>Vendor 12637 - VINCENT COMMUNICATIONS Total:</b>					<b>539.00</b>
<b>Vendor: 12293 - VITAL RECORDS HOLDINGS, LLC</b> VITAL RECORDS HOLDINGS, LLC	80885	01/10/2025	ADM/DOCUMENT STORAGE & DELIVERY	01-6080M-09	785.02
<b>Vendor 12293 - VITAL RECORDS HOLDINGS, LLC Total:</b>					<b>785.02</b>
<b>Vendor: 12340 - WESTAMERICA BANK</b> WESTAMERICA BANK	80873	01/08/2025	WW/ANNUAL LOAN PMT #5 - VAC TRUCK	12-6180H-12	2,447.89
WESTAMERICA BANK	80873	01/08/2025	WW/ANNUAL LOAN PMT #5 - VAC TRUCK	12-6180J-12	78,123.05
<b>Vendor 12340 - WESTAMERICA BANK Total:</b>					<b>80,570.94</b>
<b>Vendor: 12341 - WESTERN ALLIANCE BANK-LOAN PAYMENTS</b> WESTERN ALLIANCE BANK-LOAN PAYMENTS	80956	01/22/2025	WRF/BANK LOAN PRINCIPAL & INTEREST	39-6180I-25	110,204.92
WESTERN ALLIANCE BANK-LOAN PAYMENTS	80956	01/22/2025	WRF/BANK LOAN PRINCIPAL & INTEREST	39-6180P-25	219,508.00

Vendor Name	Pmt Numb	Pmt Date	Description (Item)	Account Number	Amount
<b>Vendor 12341 - WESTERN ALLIANCE BANK-LOAN PAYMENTS Total:</b>					<b>329,712.92</b>
<b>Vendor: 12904 - WRIGHT, HENRY</b>					
WRIGHT, HENRY	80835	01/01/2025	FD/MONTHLY CELL PHONE REIMB	01-6060C-01	45.00
<b>Vendor 12904 - WRIGHT, HENRY Total:</b>					<b>45.00</b>
<b>Grand Total:</b>					<b>712,570.86</b>

**Fund Summary**

Fund	Payment Amount
01 - GENERAL FUND	145,651.31
11 - WATER FUND	68,685.07
12 - WASTEWATER FUNI	142,419.21
39 - WRF OPERATIONS	331,254.09
40 - WRF CAPITAL	24,561.18
<b>Total:</b>	<b>712,570.86</b>

Vendor Name	Payment Nun	Payment Dat	Description (Item)	Account Number	Amount
<b>Vendor: 12453 - CALIFORNIA STATE DISBURSEMENT</b>					
CALIFORNIA STATE DISBURSEMENT	DFT0004431	01/03/2025	GARNISHMENT-CHILD SUPPORT	01-21630-00	350.00
<b>Vendor 12453 - CALIFORNIA STATE DISBURSEMENT Total:</b>					<b>350.00</b>

Vendor: 10350 - CAMBRIA COMMUNITY SERVICE					
CAMBRIA COMMUNITY SERVICE	DFT0004436	01/03/2025	MEDICAL REIMBURSEMENT	01-21710-00	1,200.00
CAMBRIA COMMUNITY SERVICE	DFT0004436	01/03/2025	MEDICAL REIMBURSEMENT	01-51220-01	250.00
CAMBRIA COMMUNITY SERVICE	DFT0004436	01/03/2025	MEDICAL REIMBURSEMENT	01-51220-09	250.00
CAMBRIA COMMUNITY SERVICE	DFT0004436	01/03/2025	MEDICAL REIMBURSEMENT	11-51220-11	200.00
CAMBRIA COMMUNITY SERVICE	DFT0004436	01/03/2025	MEDICAL REIMBURSEMENT	12-51220-12	150.00
CAMBRIA COMMUNITY SERVICE	DFT0004486	01/17/2025	MEDICAL REIMBURSEMENT	01-21710-00	1,250.00
CAMBRIA COMMUNITY SERVICE	DFT0004486	01/17/2025	MEDICAL REIMBURSEMENT	01-51220-01	250.00
CAMBRIA COMMUNITY SERVICE	DFT0004486	01/17/2025	MEDICAL REIMBURSEMENT	01-51220-09	250.00
CAMBRIA COMMUNITY SERVICE	DFT0004486	01/17/2025	MEDICAL REIMBURSEMENT	11-51220-11	200.00
CAMBRIA COMMUNITY SERVICE	DFT0004486	01/17/2025	MEDICAL REIMBURSEMENT	12-51220-12	150.00
<b>Vendor 10350 - CAMBRIA COMMUNITY SERVICE Total:</b>					<b>4,150.00</b>

Vendor: 10691 - EMPLOYMENT DEVELOPMENT DP					
EMPLOYMENT DEVELOPMENT DP	DFT0004447	01/03/2025	STATE TAX WITHHOLDING	01-21100-00	3,900.64
EMPLOYMENT DEVELOPMENT DP	DFT0004448	01/03/2025	SDI	01-21300-00	1,065.35
EMPLOYMENT DEVELOPMENT DP	DFT0004497	01/17/2025	STATE TAX WITHHOLDING	01-21100-00	5,622.63
EMPLOYMENT DEVELOPMENT DP	DFT0004498	01/17/2025	SDI	01-21300-00	1,212.40
<b>Vendor 10691 - EMPLOYMENT DEVELOPMENT DP Total:</b>					<b>11,801.02</b>

Vendor: 10354 - IAFF LOCAL 4635 CAMBRIA PROFESSIONAL FIREFIGHTER ASSOC.					
IAFF LOCAL 4635 CAMBRIA PROFESSIONAL FIREFIGHTER A	DFT0004424	01/03/2025	DUES-FIRE IAFF	01-21600-00	400.00
IAFF LOCAL 4635 CAMBRIA PROFESSIONAL FIREFIGHTER A	DFT0004476	01/17/2025	DUES-FIRE IAFF	01-21600-00	400.00
<b>Vendor 10354 - IAFF LOCAL 4635 CAMBRIA PROFESSIONAL FIREFIGHTER ASSOC. Total:</b>					<b>800.00</b>

Vendor: 11069 - IRS/FEDERAL PAYROLL TAXES					
IRS/FEDERAL PAYROLL TAXES	7135	01/08/2025	ADM/IRS PAYROLL TAX PAYMENT	01-51110-09	657.32
IRS/FEDERAL PAYROLL TAXES	DFT0004445	01/03/2025	FEDERAL TAX WITHHOLDING	01-21000-00	10,235.91
IRS/FEDERAL PAYROLL TAXES	DFT0004446	01/03/2025	MEDICARE TAX WITHHOLDING	01-21200-00	3,694.00
IRS/FEDERAL PAYROLL TAXES	DFT0004449	01/03/2025	SOCIAL SECURITY TAX	01-21200-00	15,794.90
IRS/FEDERAL PAYROLL TAXES	DFT0004495	01/17/2025	FEDERAL TAX WITHHOLDING	01-21000-00	13,795.63
IRS/FEDERAL PAYROLL TAXES	DFT0004496	01/17/2025	MEDICARE TAX WITHHOLDING	01-21200-00	4,193.00
IRS/FEDERAL PAYROLL TAXES	DFT0004499	01/17/2025	SOCIAL SECURITY TAX	01-21200-00	17,928.70
<b>Vendor 11069 - IRS/FEDERAL PAYROLL TAXES Total:</b>					<b>66,299.46</b>

Vendor: 11652 - PPBI DIRECT DEPOSIT					
PPBI-DIRECT DEPOSIT	20126	1/3/2025	Check	01-21520-00	1,877.63
PPBI-DIRECT DEPOSIT	EFT0000114	1/3/2025	EFT	01-21520-00	82,239.01
PPBI-DIRECT DEPOSIT	20127	1/17/2025	Check	01-21520-00	1,644.75
PPBI-DIRECT DEPOSIT	EFT0000115	1/17/2025	EFT	01-21520-00	94,730.11
PPBI-DIRECT DEPOSIT	20128	1/31/2025	Check	01-21520-00	2,186.19
PPBI-DIRECT DEPOSIT	EFT0000116	1/31/2025	EFT	01-21520-00	87,006.45
<b>Vendor 11652 - PPBI DIRECT DEPOSIT Total:</b>					<b>269,684.14</b>

Vendor: 11032 - MISSION SQUARE RETIREMENT-VNTGPT TRSFR AGT 457					
MISSION SQUARE RETIREMENT	DFT0004432	01/03/2025	457 YEE CONTIRBUTION	01-21410-00	4,770.00
MISSION SQUARE RETIREMENT	DFT0004433	01/03/2025	457 YEE CONTIRBUTION	01-21410-00	32.81
MISSION SQUARE RETIREMENT	DFT0004434	01/03/2025	DC 457 MGMT MATCH	01-21410-00	900.00

Vendor Name	Pmt Numb	Pmt Date	Description (Item)	Account Number	Amount
MISSION SQUARE RETIREMENT	DFT0004435	01/03/2025	DD ICMA SEIU MATCH	01-21410-00	400.00
MISSION SQUARE RETIREMENT	DFT0004483	01/17/2025	457 YEE CONTIRBUTION	01-21410-00	3,770.00
MISSION SQUARE RETIREMENT	DFT0004484	01/17/2025	457 YEE CONTIRBUTION	01-21410-00	42.92
MISSION SQUARE RETIREMENT-VNTGPT TRSFR AGT 457	DFT0004485	01/17/2025	DC 457 MGMT MATCH	01-21410-00	900.00
<b>Vendor 11032 - MISSION SQUARE RETIREMENT-VNTGPT TRSFR AGT 457 Total:</b>					<b>10,815.73</b>

**Vendor: 11594 - PERS RETIREMENT SYSTEM**

PERS RETIREMENT SYSTEM	DFT0004425	01/03/2025	PERS RETIREMENT	01-21400-00	911.72
PERS RETIREMENT SYSTEM	DFT0004426	01/03/2025	PERS RETIREMENT	01-21400-00	2,779.37
PERS RETIREMENT SYSTEM	DFT0004427	01/03/2025	PERS RETIREMENT	01-21400-00	581.48
PERS RETIREMENT SYSTEM	DFT0004428	01/03/2025	PERS RETIREMENT	01-21400-00	1,502.88
PERS RETIREMENT SYSTEM	DFT0004429	01/03/2025	PERS RETIREMENT	01-21400-00	3,235.60
PERS RETIREMENT SYSTEM	DFT0004430	01/03/2025	PERS RETIREMENT	01-21400-00	3,186.20
PERS RETIREMENT SYSTEM	DFT0004437	01/03/2025	PERS RETIREMENT	01-21400-00	516.03
PERS RETIREMENT SYSTEM	DFT0004438	01/03/2025	PERS RETIREMENT	01-21400-00	1,134.38
PERS RETIREMENT SYSTEM	DFT0004439	01/03/2025	PERS RETIREMENT	01-21400-00	1,458.81
PERS RETIREMENT SYSTEM	DFT0004440	01/03/2025	PERS RETIREMENT	01-21400-00	1,319.64
PERS RETIREMENT SYSTEM	DFT0004441	01/03/2025	PERS RETIREMENT	01-21400-00	4,332.68
PERS RETIREMENT SYSTEM	DFT0004442	01/03/2025	PERS RETIREMENT	01-21400-00	4,293.53
PERS RETIREMENT SYSTEM	DFT0004477	01/17/2025	PERS RETIREMENT	01-21400-00	911.72
PERS RETIREMENT SYSTEM	DFT0004478	01/17/2025	PERS RETIREMENT	01-21400-00	2,779.37
PERS RETIREMENT SYSTEM	DFT0004479	01/17/2025	PERS RETIREMENT	01-21400-00	827.39
PERS RETIREMENT SYSTEM	DFT0004480	01/17/2025	PERS RETIREMENT	01-21400-00	1,606.07
PERS RETIREMENT SYSTEM	DFT0004481	01/17/2025	PERS RETIREMENT	01-21400-00	3,154.91
PERS RETIREMENT SYSTEM	DFT0004482	01/17/2025	PERS RETIREMENT	01-21400-00	3,106.75
PERS RETIREMENT SYSTEM	DFT0004487	01/17/2025	PERS RETIREMENT	01-21400-00	516.03
PERS RETIREMENT SYSTEM	DFT0004488	01/17/2025	PERS RETIREMENT	01-21400-00	1,134.38
PERS RETIREMENT SYSTEM	DFT0004489	01/17/2025	PERS RETIREMENT	01-21400-00	1,458.81
PERS RETIREMENT SYSTEM	DFT0004490	01/17/2025	PERS RETIREMENT	01-21400-00	2,123.35
PERS RETIREMENT SYSTEM	DFT0004491	01/17/2025	PERS RETIREMENT	01-21400-00	4,316.60
PERS RETIREMENT SYSTEM	DFT0004492	01/17/2025	PERS RETIREMENT	01-21400-00	4,277.59
<b>Vendor 11594 - PERS RETIREMENT SYSTEM Total:</b>					<b>51,465.29</b>

**Vendor: 11911 - SEIU LOCAL 620**

SEIU LOCAL 620	DFT0004443	01/03/2025	SEIU UNION DUES	01-21600-00	355.70
SEIU LOCAL 620	DFT0004444	01/03/2025	SEIU UNION DUES	01-21600-00	70.84
SEIU LOCAL 620	DFT0004493	01/17/2025	SEIU UNION DUES	01-21600-00	355.70
SEIU LOCAL 620	DFT0004494	01/17/2025	SEIU UNION DUES	01-21600-00	70.84
<b>Vendor 11911 - SEIU LOCAL 620 Total:</b>					<b>853.08</b>

**Grand Total: 416,218.72**



## CAMBRIA COMMUNITY SERVICES DISTRICT

### MINUTES OF JANUARY 9, 2025, REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF THE CAMBRIA COMMUNITY SERVICES DISTRICT

The Cambria Community Services District Board of Directors held a regular meeting on Thursday, January 9, 2025, at 10:00 a.m. at the Cambria Veterans' Memorial Hall, 1000 Main Street, Cambria, CA 93428.

#### **1. OPENING**

##### **1.A Call to Order**

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

##### **1.B Pledge of Allegiance**

President Scott led the Pledge of Allegiance.

##### **1.C Establishment of Quorum**

A quorum was established.

Directors present: Debra Scott, Michael Thomas, Harry Farmer, Tom Gray, and Karen Dean.

Staff present: General Manager Matthew McElhenie, Administrative Department Manager Denize Fritz, Confidential Administrative Assistant Haley Dodson, Facilities & Resources Manager David Aguirre, and Utilities Department Manager Jim Green.

Staff present via Zoom: Assistant District Counsel David Hirsch, Fire Chief Michael Burkey, and Program Manager Tristan Reaper.

##### **1.D Report from Closed Session**

Assistant District Counsel Hirsch stated that at the December 12, 2024, special meeting, the Board of Directors held a closed session for a conference with its labor negotiators pursuant to Government Code Section 54957.6. The District's designated representatives were General Manager Matthew McElhenie and Attorney Che Johnson. The employee groups were the Service Employees International Union, Local 620, International Association of Fire Fighters (IAFF), Local 4635, and Management & Confidential Exempt Employees (MCE). No action was taken by the Board. On today's agenda, there are items relating to those negotiations for the Board's consideration.

##### **1.E President's Report**

President Scott wished everyone a Happy New Year and asked for a moment of silence for President Carter, as this was his National Day of Mourning.

##### **1.F Agenda Review**

President Scott asked for any changes to the agenda.



Director Dean requested tabling item 7A. The Board of Directors agreed to table the item.

President Scott would like to do Public Safety reports first, then Public Comment and Regular Business.

## **2. BOARD MEMBER COMMUNICATIONS**

Director Farmer wished everyone a Happy New Year. He commented on the recent fires down south and Cambria's drought and water-saving measures.

## **3. PUBLIC SAFETY**

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

There was no Sheriff's Report.

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

Fire Chief Burkey provided a brief report for December on recent Fire Department activities in Cambria.

Public Comment: none.

The Board of Directors took a break at 2:22 p.m.

The Board of Directors reconvened the meeting at 2:33 p.m.

## **4. PUBLIC COMMENT**

Public Comment: none.

## **5. MANAGER REPORTS**

### **5.A General Manager's Report**

General Manager McElhenie provided a summary of the General Manager's Report and announced that the 2024 Year-End Report had been released.

Public Comment:  
Robert Enns, Cayucos

### **5.B Facilities & Resources Manager's Report**

General Manager McElhenie provided a summary of the Facilities & Resources Department.

Public Comment: none.

### **5.C Finance Manager's Report**

Administrative Department Manager Fritz provided a summary of the Finance Manager's Report.

Public Comment: none.

### **5.D Utilities Report**

Utilities Department Manager Green provided a summary of the Utilities Report.

Public Comment: none.

## 6. CONSENT AGENDA

- 6.A Consideration to Adopt the December 2024 Expenditure Report
- 6.B Consideration to Adopt the December 12, 2024 Special Meeting Minutes and December 12, 2024 Regular Meeting Minutes
- 6.C Consideration of Adoption of Resolution 01 -2025 Ratifying the Memorandum of Understanding (MOU) between CCSD and Service Employees International Union (SEIU) Local 620, Adoption of Resolution 02-2025 Ratifying the MOU between CCSD and International Association of Firefighters (IAFF) Local 4635, and Adoption of Resolution 03-2025 Amending the District Salary Schedule
- 6.D Consideration of Adoption of Resolution 04 -2025 Approving the Updated Management and Confidential Employees (MCE) Group Payment & Compensation Plan
- 6.E Consideration of Approval of the Procurement Policies and Procedures Policy 2135
- 6.F Consideration of Approval of the Grants Policy Number 2170
- 6.G Consideration of Approval of the Capital Improvement Project (CIP) List Format
- 6.H Consideration of a Letter of Support Regarding the San Luis Obispo Council of Governments' (SLOCOG) Application for the FY 2025-2026 Caltrans Sustainable Transportation Planning Grant for the North Coast Resiliency and Safety Plan

Vice President Thomas pulled 6E and 6G.

Director Farmer pulled 6F.

Director Gray requested revisions to the letter included in item 6.H.

President Scott stated that the letter was amended earlier in the week.

Director Gray stated the first paragraph should be “we are” pleased. The final paragraph should say, “we hope.”

The Board of Directors held a discussion.

Vice President Thomas requested a minor correction to page 70 of the December 12, 2024, regular minutes under Board Member Communications. There, it was stated that the Loop Trail was halfway dug. It should state that “the loop trail halfway improved with wood chips.”

Director Gray moved to approve consent agenda items 6A, 6B, 6C, 6D, and 6H.

Public Comment: none.

Director Dean seconded the motion.

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

General Manager McElhenie introduced consent agenda item 6E and provided a summary.

Vice President Thomas requested minor corrections to page 151 of the policy in Table C. Public Works. The first row’s dollar amount should reference \$0-\$74,999. The second row’s dollar amount should reference \$75,000 to \$219,999. On page 157, 4.3 Qualifications, he recommended a sentence or paragraph describing the District’s approach to determining to whom contracts are sent for RFP.

Director Gray stated that 4.3 is only for professional service contracts, not for projects.

Public Comment:  
Gordon Heinrichs, Cambria

The Board of Directors held a discussion.

Vice President Thomas moved to approve the Procurement Policies and Procedures Policy 2135 with the minor corrections previously referenced and articulated on page 151 in Table C. Public Works, and further direct staff to consider whether it would be useful to articulate the process for determining who we send RFPs to as appropriate within this policy.

Director Dean asked if the Board is moving to have the General Manager include that information in this policy.

President Scott stated that's the motion.

Vice President Thomas stated his motion is to approve it with that one correction and then further bring it back to the Board at the appropriate time.

President Scott asked for it to be brought back as a future agenda item.

Vice President Thomas agreed.

Director Dean seconded the motion.

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

General Manager McElhenie introduced consent agenda item 6F and provided a summary.

President Scott stated that the staff report was amended earlier in the week.

The Board of Directors held a discussion.

Vice President Thomas requested, after the removal of “prior to submission,” to Section 2170.2.1, to add, “In cases where the General Manager applies for grants prior to Board approval, the General Manager will inform the Board prior to the next Board meeting.”

President Scott asked the General Manager to give the President and Vice President a heads-up.

Director Gray requested, after the removal of “prior to submission,” to Section 2170.2.1, to add, “for approval at the earliest regular meeting available.”

President Scott stated that it could read, “Applications for grants that require matching funds shall be approved by the Board of Directors prior to the date of the award.”

The Board of Directors agreed with President Scott's suggestion.

Public Comment:  
Christine Heinrichs, Cambria (submitted a written comment for the record)  
Gordon Heinrichs, Cambria

Laura Swartz, Cambria  
 Christina Galloway, Cambria  
 Cheryl McDowell, Cambria

Vice President Thomas requested to add, “In cases where the General Manager applies for grants prior to Board approval, the General Manager will inform the President and Vice President prior to the next Board meeting.”

Vice President Thomas moved to approve the Grants Policy Number 2170 with minor corrections under 2170.2.1, deleting the words “as soon as possible” in the first sentence. The next sentence would read, “Application for grants that require matching funds shall be approved by the Board of Directors prior to the date of award. In cases where the General Manager applies for grants prior to Board approval, the General Manager will inform the President and Vice President prior to the next Board meeting.”

Director Gray seconded the motion.

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

General Manager McElhenie introduced consent agenda item 6G and provided a summary.

Public Comment:  
 Gordon Heinrichs, Cambria

Vice President Thomas moved to direct staff to take into consideration the prior conversations and discussions regarding the matter and return to the next Board meeting or a subsequent Board meeting at their pace of work, given their priorities with revisions incorporating the needs expressed in the best way they possibly can.

President Scott stated the Board sees the document quarterly and asked if it would work to include it when it’s brought back during the next quarter? The Board can review it then.

Vice President Thomas agreed.

Director Farmer seconded the motion.

Vice President Thomas repeated the motion to direct staff to take into consideration the discussions of improvement and bring back at the next quarterly review a revised format that meets these needs, as appropriate, including removing the page breaks.

Motion Failed Ayes – 1 (Thomas) Nays – 4 (Scott, Farmer, Gray & Dean) Absent – 0

Director Gray moved to approve the title pages to headings on each page as applicable.

Director Dean seconded the motion.

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

## **7. REGULAR BUSINESS**

### **7.A Discussion and Consideration to Fill Vacant Seats on the Standing Committees**

This item was tabled to February.

## **7.B Discussion Regarding Title and Focus of the Proposed New Standing Committee**

Regular business items were discussed after Board Member Communications.

General Manager McElhenie introduced the item and provided a summary.

President Scott stated that the staff report was amended earlier in the week.

The Board of Directors held a discussion.

Public Comment:  
Margee DeLuca, Cambria

Director Dean moved to direct staff and District Counsel to begin the process of publicizing the committee and coming back with documents to implement it: bylaws, resolution, and amending the conflict of interest documents to include the committee members.

Director Farmer seconded the motion.

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

## **7.C Discussion and Consideration of Standing Committee Chair and Liaison Appointments**

General Manager McElhenie introduced the item and provided a summary.

The Board of Directors held a discussion.

Vice President Thomas moved to approve the appointments as written with the following changes: President Scott will chair the Finance Committee after the meeting on Monday, January 13, 2025, and the San Simeon Community Services District liaison role will be eliminated.

Director Dean seconded the motion.

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

## **7.D Review, Discussion, and Consideration of the Ad Hoc Committee Assignments and Status**

Director Gray introduced the item and provided a summary.

The Board of Directors held a discussion.

Donn Howell provided historical information regarding the tasks assigned to the Skate Park ad hoc committee.

Public comment: none.

Director Gray moved to adopt the Ad Hoc Committee assignments with a couple of exceptions: Emergency Wildfire Evacuation should be disbanded upon the establishment of the Fire Protection Committee, and the Strategic Planning Workshop Process should be disbanded on March 4, 2024; he indicated that there is no need to change the Skate Park committee's description.

Director Dean seconded the motion.

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

### **7.E Discussion and Consideration Regarding the District's Strategic Plan Workshop**

General Manager McElhenie introduced the item and provided a summary.

President Scott provided a summary.

The Board of Directors held a discussion.

Public Comment:

Dennis Dudzik, Cambria

Scott Anderson, Cambria

Vice President Thomas moved to approve the plans for the Strategic Planning Workshop as established with the clarification that the public input at the Board meeting will occur on February 13th and direct staff to begin requesting public input for the Strategic Plan once they receive direction from the Ad Hoc Committee.

Director Gray offered an amendment to direct staff to begin the process of receiving written public comment now.

Director Gray withdrew his amendment.

Director Dean seconded the motion.

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

### **7.F Discussion and Consideration of Accepting the Low Bid by and Approval of a Public Works Contract with Grace Environmental Services, Inc. for the Water Meter Register Replacement and Advanced Metering Infrastructure Upgrade Project and Authorization for the General Manager to Execute the Contract**

General Manager McElhenie introduced the item and provided a summary.

The Board of Directors held a discussion.

Public Comment:

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

Gordon Heinrichs, Cambria

Scott Anderson, Cambria

Christina Galloway, Cambria

Director Gray moved to approve a Public Works Contract with Grace Environmental Services, Inc. for the water meter register replacement and advanced metering infrastructure upgrade project and authorized the General Manager to execute the Contract.

Director Farmer seconded the motion.

Motion Passed Ayes – 4 (Thomas, Farmer, Gray & Dean) Nays – 1 (Scott) Absent – 0

The Board of Directors took a break at 11:46 a.m.

The Board of Directors reconvened the meeting at 12:30 p.m.

### **7.G Discussion and Consideration of Adoption of Resolution 05-2025 Exercising Its Option to Extend the Mission Country Disposal Franchise Agreement**

General Manager McElhenie introduced the item and provided a summary.

The Board of Directors held a discussion.

Public Comment: none.

Director Gray moved to adopt Resolution 05-2025, exercising the option to extend the Mission Country Disposal Franchise Agreement by one year.

Vice President Thomas seconded the motion.

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

### **7.H Discussion and Consideration to Approve CCSD Outdoor Lighting Policy Number 2230**

President Scott introduced the item and provided a summary.

Vice President Thomas requested to eliminate “in inhabited areas” under 2.B., eliminate “in business districts and residential areas, parks, Environmentally Sensitive Habitat Areas (ESHA) and preserves under Policy Procedures 4, and remove “Decorative lighting does not follow CCSD lighting standards” under Exceptions 1.

Director Gray requested to “eliminate and equitable lighting” under Policy Principles 3.C. and replace “wilderness” with “rural” and replace “falling” with “extending” under Policy Principles 4.B., add “see figures 1 and 2) under Policy Principles 2.C. and change the Figures from 9 and 10 to 1 and 2, and remove “Replacement of existing light sources shall be addressed based on budgetary constraints” under Exceptions 2, and add “Replacement of existing light sources shall be addressed based on budgetary constraints” to the last paragraph in the Purpose section.

The Board of Directors held a discussion.

Public Comment:

Gordon Heinrichs, Cambria

Dennis Dudzik, Cambria

Director Farmer moved to approve the CCSD Outdoor Lighting Policy Number 2230.

Vice President Thomas seconded the motion.

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

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

### **8.A Finance Committee's Report**

A written report was included in the agenda packet.

### **8.B Policy Committee's Report**

A written report was included in the agenda packet.

### **8.C PROS Committee's Report**

There was no meeting held in December.

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

There was no meeting held in December.

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

Written reports were included in the agenda packet.

Public Comment: none.

At 3:46 p.m., the Board of Directors extended the meeting to 4:30 p.m.

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

President Scott asked for any future agenda items.

Vice President Thomas suggested the potential for integrating how we do the RFP list, how we identify qualified bidders into the procurement policy, and discussion of assessment and testing of our water storage volume, fire hydrant testing program, the flow, and what it would look like here, and an integrated process showing how the integration between the Strategic Planning process and how it ties in and interfaces with the process of developing the budgets and CIP.

Public Comment: none.

## **10. ADJOURN**

President Scott adjourned the meeting at 3:05 p.m.

For further details on the CCSD meeting, please visit the District's website.





## CAMBRIA COMMUNITY SERVICES DISTRICT

### MINUTES OF JANUARY 16, 2025, SPECIAL BOARD MEETING OF THE BOARD OF DIRECTORS OF THE CAMBRIA COMMUNITY SERVICES DISTRICT

The Cambria Community Services District Board of Directors held a special meeting on Thursday, January 16, 2025, at 10:00 a.m. at the Cambria Veterans' Memorial Hall, 1000 Main Street, Cambria, CA 93428.

#### 1. OPENING

##### 1.A Call to Order

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

##### 1.B Pledge of Allegiance

President Scott led the Pledge of Allegiance.

##### 1.C Establishment of Quorum

A quorum was established.

Directors present: Debra Scott, Michael Thomas, Harry Farmer, Tom Gray, and Karen Dean.

Staff present: General Manager Matthew McElhenie, Confidential Administrative Assistant Haley Dodson, Utilities Department Manager Jim Green, and Program Manager Tristan Reaper.

Staff present via Zoom: District Counsel Timothy Carmel, Administrative Department Manager Denize Fritz, and Facilities & Resources Manager David Aguirre.

Atascadero City Clerk Lara Christensen introduced herself and indicated she will be handling the Proposition 218 protest tabulation process.

#### 2. PUBLIC COMMENT ON AGENDA ITEMS

Garth Schultz provided a summary and PowerPoint presentation.

Public Comment:

Jeff Wilson, Cambria (submitted a written comment for the record)  
 Jason Lopez, Cambria (submitted a written comment for the record)  
 Keith Hinrichsen, Cambria (also submitted a written comment for the record)  
 Laurie Valons, Cambria  
 Tina Dickason, Cambria  
 Mark Ober, Cambria  
 Gary Williams, Cambria  
 Johnathan Barcell, Cambria

#### 3. HEARINGS AND APPEALS

##### 3.A Public Hearing Pursuant to Proposition 218 Regarding Mission Country Disposal Solid Waste and Recycling Collection and Disposal Service Rate Increase Request and

**Discussion and Consideration of Adoption of Resolution 06-2025 Authorizing the Solid Waste and Recycling Collection and Disposal Service Rate Increase**

General Manager McElhenie introduced the item and provided a summary.

President Scott opened the public hearing.

Public Comment:  
Tina Dickason, Cambria

Jeff Clarin and Garth Schultz answered questions.

The Board of Directors held a discussion.

General Manager McElhenie answered questions.

Public Comment:  
Joanne Dean-Freemire, Cambria

President Scott closed the public hearing.

The Board of Directors took a break and reconvened at 12:13 p.m.

Atascadero City Clerk Lara Christensen stated that a majority protest to the proposed rate increase does not exist. 379 valid protests were received. There are 4,010 parcels, and 2,006 protests are required to be received to be a majority.

Director Gray moved to adopt Resolution 06-2025 authorizing the Solid Waste and Recycling Collection and Disposal Service rate increase.

Director Farmer seconded the motion.

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

**4. REGULAR BUSINESS**

**4.A Discussion and Consideration of Voting for a Special District Representative for the San Luis Obispo Local Agency Formation Commission (LAFCO)**

General Manager McElhenie introduced the item and provided a summary.

The Board of Directors held a discussion.

Public Comment:  
Tina Dickason, Cambria  
Dennis Dudzik, Cambria

Director Gray moved to vote for President Debra Scott to be a Special District Representative for the San Luis Obispo Local Agency Formation Commission (LAFCO).

Director Dean seconded the motion.

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

**4.B Discussion and Consideration of Adoption of Resolution 07-2025 Amending the Fiscal Year 2024/2025 Final Budget**

General Manager McElhenie introduced the item and provided a summary.

Utilities Department Manager Green provided additional information.

The Board of Directors held a discussion.

Vice President Thomas moved to adopt Resolution 07-2025, amending the Fiscal Year 2024/2025 Final Budget, as indicated in Exhibit A in the amount of \$100,000, and encourage staff to pursue alternative 2 outlined in the staff report.

Director Dean seconded the motion.

Director Gray offered an amendment to encourage staff to pursue alternatives 2 and 1 simultaneously.

The Board of Directors agreed to the amendment.

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

## **5. ADJOURN**

President Scott adjourned the meeting at 12:41 p.m.

For further details on the CCSD meeting, please visit the District's website.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.C**

FROM: Matthew McElhenie, General Manager

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Meeting Date: February 13, 2025      Subject: Consideration of Adoption of Resolution 08-2025  
Amending the Parks, Recreation & Open Space  
(PROS) Committee Meeting Schedule

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**FISCAL IMPACT:**

The budget includes a maximum of \$600 per month for each Director for attendance at meetings, as established by State law.

**DISCUSSION:**

On December 12, 2024, the Board of Directors approved the 2025 Standing Committee Regular Meeting Schedules to ensure consistency and alignment with the Board's Regular Meeting Schedule. However, Vice President Thomas has requested to move the Parks, Recreation, and Open Space Committee meetings to the Thursday following the Regular Board Meeting at 2:00 p.m.

It is recommended that the Board of Directors adopt Resolution 08-2025, approving the revised Parks, Recreation & Open Space (PROS) Committee Meeting Schedule, as attached.

**ATTACHMENTS:**

1. [Resolution 08-2025](#)
2. [Exhibit A](#)

RESOLUTION NO. 08-2025  
FEBRUARY 13, 2025

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT  
AMENDING THE 2025 CCSD PARKS, RECREATION & OPEN SPACE COMMITTEE MEETING  
SCHEDULE

BE IT RESOLVED that the Cambria Community Services District Board of Directors does hereby adopt the amended 2025 Parks, Recreation & Open Space Committee Meeting Schedule, attached hereto as Exhibit A and incorporated herein by this reference.

PASSED AND ADOPTED THIS 13<sup>th</sup> day of February, 2025.

\_\_\_\_\_  
Debra Scott, President  
Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Haley Dodson  
Confidential Administrative Assistant

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



**CAMBRIA COMMUNITY SERVICES DISTRICT  
PARKS, RECREATION & OPEN SPACE (PROS)  
COMMITTEE AMENDED  
2025 REGULAR MEETING SCHEDULE**

- February 20, 2025, at 2:00 p.m.**
- March 20, 2025, at 2:00 p.m.**
- April 17, 2025, at 2:00 p.m.**
- May 15, 2025, at 2:00 p.m.**
- June 19, 2025, at 1:00 p.m. (cancelled)**
- July 17, 2025, at 2:00 p.m.**
- August 21, 2025, at 2:00 p.m.**
- September 18, 2025, at 2:00 p.m.**
- October 16, 2025, at 2:00 p.m.**
- November 20, 2025, at 2:00 p.m.**
- December 18, 2025, at 2:00 p.m.**

**Regular meetings are subject to cancellation and will be held at the Veterans' Hall located at 1000 Main Street, Cambria, CA 93428, and via Zoom Webinar. Special meetings may be held on other dates, pursuant to Government Code Section 54956.**

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.D**

FROM: Matthew McElhenie, General Manager

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Meeting Date: February 13, 2025      Subject: Consideration of Adoption of Resolution 14-2025  
Approving a Side Letter Agreement between  
CCSD and Service Employees International Union  
(SEIU) Local 620

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**FISCAL IMPACT:**

There is no fiscal impact associated with this item.

**DISCUSSION:**

Due to staffing concerns in the Water/Wastewater Departments, the CCSD and [SEIU](#) agree to the following changes to the vacation cap section of Article 22 of the parties MOU:

**22. VACATION**

Every full-time unit member shall earn paid vacation at the prescribed rate under 22A as part of his/her compensation. Unit members shall also earn vacation credit during any paid leave. Regular, non-temporary, part-time unit members accrue vacation time on a pro rata basis according to the percentage of full-time work assigned the position.

A. Vacation shall be earned as follows:

- From the date of hire to sixty (60) months of service: 3.08 hours biweekly (80 hours/yr)
- Sixty (60) months of service through one hundred and twenty (120) months of service: 4.61 hours biweekly (120 hrs/yr)
- One hundred and twenty (120) months of service through one hundred and eighty (180) months of service: 6.15 hours biweekly (160 hrs/yr)
- One hundred and eighty (180) months plus one day of service: 7.69 hours biweekly (200 hrs/yr)

Employees shall have a vacation accrual cap of two times the employees' accrual rate. Employees who are within 40 hours of meeting their vacation cap shall meet with their manager to attempt to schedule use of their vacation time. In the event that the District is unable to approve an employee's vacation leave, and that denial would cause the employee to exceed the accrual cap, the District Manager shall pay the employee for the accruals which would have been lost.

It is recommended that the Board of Directors adopt Resolution 14-2025, approving a Side Letter Agreement between CCSD and Service Employees International Union (SEIU) Local 620 and authorizing its execution by the General Manager.

**ATTACHMENTS:**

1. [Resolution 14-2025](#)
2. [Exhibit A](#)

RESOLUTION NO. 14-2025  
FEBRUARY 13, 2025

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT  
RATIFYING A SIDE LETTER AGREEMENT  
BETWEEN CAMBRIA COMMUNITY SERVICES DISTRICT AND  
SERVICE EMPLOYEES INTERNATIONAL UNION (SEIU) LOCAL 620

WHEREAS, on January 9, 2025, the Board of Directors of the Cambria Community Services District ratified a Memorandum of Understanding (“MOU”) between Cambria Community Services District and Service Employees International Union Local 620; and

WHEREAS, the parties desire to amend the MOU.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Cambria Community Services District that it does hereby ratify the Side Letter Agreement between Cambria Community Services District and the Service Employees International Union Local 620, a copy of which is attached hereto as Exhibit “A,” and incorporated herein by reference, and authorizes its execution by the General Manager.

PASSED AND ADOPTED THIS 13th day of February 2025.

\_\_\_\_\_  
Debra Scott, President  
Board of Directors

APPROVED AS TO FORM:

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

ATTEST:

\_\_\_\_\_  
Haley Dodson  
Confidential Administrative Assistant



Side-Letter Agreement  
Between The Cambria Community Services District (CCSD) And  
Service Employees International Union (SEIU), Local 620

January 21, 2025

Due to staffing concerns in the Water/Wastewater departments, the CCSD and SEIU agree to the following changes (in track change format) to the vacation cap section of Article 22 of the parties MOU:

22. VACATION

Every full-time unit member shall earn paid vacation at the prescribed rate under 22A as part of his/her compensation. Unit members shall also earn vacation credit during any paid leave. Regular, non-temporary, part-time unit members accrue vacation time on a pro-rata basis according to the percentage of full-time work assigned to the position.

A. Vacation shall be earned as follows:


- From the date of hire to sixty (60) months of service: 3.08 hours biweekly (80 hours/yr)
- Sixty (60) months of service through one hundred and twenty (120) months of service: 4.61 hours biweekly (120 hrs/yr)
- One hundred and twenty (120) months of service through one hundred and eighty (180) months of service: 6.15 hours biweekly (160 hrs/yr)
- One hundred and eighty (180) months plus one day of service: 7.69 hours biweekly (200 hrs/yr)

Employees shall have a vacation accrual cap of two times the employees' accrual rate. Employees who are within 40 hours of meeting their vacation cap shall meet with their manager to attempt to schedule use of their vacation time. In the event that the District is unable to approve an employee's vacation leave, and that denial would cause the employee to exceed the accrual cap, the District Manager shall pay the employee for the accruals which would have been lost.

Signatures

\_\_\_\_\_  
For CCSD

\_\_\_\_\_  
Date

Signed by:  
  
 \_\_\_\_\_  
 F91E0C0A871440F...  
 For SEIU  
 \_\_\_\_\_  
 1/30/2025  
 Date

\_\_\_\_\_  
For CCSD

\_\_\_\_\_  
Date

Signed by:  
  
 \_\_\_\_\_  
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 For SEIU  
 \_\_\_\_\_  
 1/30/2025  
 Date

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.E**

FROM: Matthew McElhenie, General Manager

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Meeting Date: February 13, 2025

Subject: Consideration to Direct Staff and District Counsel to Review the Board and Standing Committee Bylaws

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**FISCAL IMPACT:**

There is no fiscal impact associated with this item.

**DISCUSSION:**

Section 11.1 of the Board of Director Bylaws provides that the bylaws will be reviewed annually at the first regular meeting in January. Section 8.1 of the Standing Committee Bylaws provides that the bylaws be reviewed annually at the first regular Board of Directors meeting in January. The Board of Director Bylaws and Standing Committee Bylaws are attached for consideration.

It is recommended that the Board of Directors direct staff and District Counsel to review the Board of Directors and Standing Committee Bylaws and return with recommended amendments deemed necessary or appropriate.

**ATTACHMENTS:**

1. [CCSD Board of Director Bylaws](#)
2. [CCSD Standing Committee Bylaws](#)



## **Cambria Community Services District Board of Director Bylaws**

### **1. OFFICERS OF THE BOARD OF DIRECTORS**

- 1.1 The officers of the Board of Directors are the President and Vice President.
- 1.2 The President of the Board of Directors shall serve as presiding officer at all Board meetings. The President shall have the same rights as the other members of the Board in all matters, except as specified herein.
- 1.3 In the absence of the President, the Vice President of the Board of Directors shall serve as presiding officer over all meetings of the Board. If the President and Vice President are both absent, the remaining members shall select one among themselves to act as presiding officer of the meeting.
- 1.4 The President and Vice President of the Board shall be elected annually at the first regular meeting in December, and the term of office shall be for one year and commence immediately upon election and continue until replaced.
  - (a) Board members shall rotate into the positions of Board President and Vice President with the President being a Board Member who has not held the position of President during the last 4 years and who has previously served as Vice President. A Board member shall have served a minimum of one year on the Board prior to becoming eligible for the position of Vice President. Following one year of service as President, that Board Member shall rotate back to the position of Board Member. Any Board Member may decline their appointment as President or Vice President. The appointment of officers shall be subject to the affirmative vote of the full Board.
- 1.5 The President or his or her designee is the official spokesperson for the Board in response to communications regarding the position of the Board on relevant District issues and is the point person and contact for intergovernmental relations.

### **2. MEETINGS**

- 2.1 The Board shall comply with the provisions of the Ralph M. Brown Act (Government Code Section 54950 et seq.) concerning calling and conducting public meetings.
- 2.2 The regular meeting of the Board of Directors shall be on the second Thursday of each calendar month in the Veterans Memorial Hall, located at 1000 Main Street, Cambria, unless otherwise directed by the Board of Directors. The time for holding Regular meetings of the Board of Directors shall be established by resolution.
- 2.3 For regular meetings, a block of time shall be set aside to receive general public comment. Comments on items on the agenda should be held until the appropriate item is called. Public comment shall be directed to the President of the Board and limited to three minutes unless extended or shortened at the President's discretion. During general public comment:
  - a) Board Members may briefly respond to statements or questions from the public;
  - b) At the President's discretion, Board Members may, on their initiative or in response to public questions, ask questions for clarification, provide references to staff or other resources for factual information, or request staff to report back at a subsequent meeting; and

- c) The President of the Board or a Board majority in an open session may take action to direct staff to place a matter on a future agenda.
- 2.4 Meeting Length. The business at regular meetings of the Board of Directors, including any scheduled closed session, shall be conducted for no more than a six-hour period, unless extended by a four-fifths (4/5th) vote of the Board. In the event there are remaining items on the agenda at the end of the six-hour period, the Board may adjourn the meeting to a specific date and time in accordance with the provisions of Government Code Section 54955. The intent and purpose of this policy is to encourage a reasonable time period in which the Board of Director's business is discussed and to protect against fatigue in discussing and deciding important District issues.
- 2.5 Board Members shall attend all regular and special meetings of the Board unless excused for emergencies or other good cause.
- a) Good cause for absence includes circumstances of which the President of the Board is notified prior to the meeting. Good cause also includes Board-authorized meeting absences, such as attendance at a conference directly related to the functions and interests of the District or at the meeting of another public agency in order to participate in an official capacity.
  - b) A Board Member who is absent for good cause may notify the President by electronic transmission, telephone communication, or letter. The President shall notify the General Manager and the Board of all absences that are excused for good cause. The minutes shall indicate whether an absence was excused.
  - c) A Board Member vacancy shall occur upon the happening of any of the events set forth in Government Code Section 1770.
- 2.6 The President shall conduct all meetings in a manner consistent with the policies of the CCSO. The President shall determine the order in which agenda items shall be considered for discussion and/or actions taken by the Board and shall announce the Board's decision on all subjects. On roll call, the maker of the motion shall be called first, the Board Member seconding the motion shall be called second, and the remainder are polled with the President voting last, unless the President made or seconded the motion.
- 2.7 A majority of the total membership of the Board shall constitute a quorum for the transaction of business. A majority of the total membership of the Board is sufficient to do business; however, all actions require a unanimous vote if only three attend. When there is no quorum for a regular meeting, the President, Vice President, or any Board Member shall adjourn such meeting, or, if no Board Member is present, the Confidential Administrative Assistant shall adjourn the meeting.
- 2.8 A roll call vote, if required by law, shall be taken upon votes on ordinances and resolutions and shall be entered in the minutes of the Board showing those Board Members voting aye, voting no, and those abstaining or absent. Unless a Board Member states that they are not voting because of a conflict of interest and steps down from the dais prior to the discussion of the item, their silence shall be recorded as a vote of abstention.
- 2.9 Any person attending a public meeting of the Board of Directors may record the proceedings with an audio or video recording device in the absence of a reasonable finding that the recording cannot continue without noise, illumination, or obstruction of view that constitutes or would constitute a disruption of the proceedings.
- 2.10 All video recording devices shall remain stationary and shall be located and operated from behind the public speaker's podium once the meeting begins. The President retains the discretion to alter these guidelines, including the authority to require that all recording devices be located in the back of the room.

### **3. AGENDAS**

- 3.1 The General Manager, in cooperation with the Board President and Vice President, shall prepare an agenda for each regular and special meeting of the Board of Directors. An item placed on an agenda in this manner shall only be removed by the General Manager in cooperation with the President and Vice President. Any Director's request to place an item on the agenda must be approved by the Board President or a majority of the Board Members acting in open session.
- 3.2 Those items considered to be of a routine and noncontroversial nature are placed on the Consent Agenda. These items shall be approved, adopted, and accepted by one motion of the Board of Directors.
  - a) Board Members may request any item listed on the Consent Agenda be removed from the Consent Agenda, and the Board will take action separately on that item.
  - b) A Board Member may ask a question for clarification on any item on the Consent Agenda. The item may be briefly discussed for clarification and the questions will be addressed along with the rest of the Consent Agenda.
  - c) When a Board Member wishes to pull an item simply to register a dissenting vote, the Board Member shall inform the presiding officer that he or she wishes to register a dissenting vote without discussion. These items will be handled along with the rest of the Consent Agenda, and the Confidential Administrative Assistant will register a "no" vote in the minutes.
- 3.3 No Board action may be taken on an item not on a posted agenda, except as set forth in Government Code Section 54954.2(b).

### **4. PREPARATION OF MINUTES**

- 4.1 The minutes of the Board shall be kept by the Confidential Administrative Assistant.
- 4.2 The Confidential Administrative Assistant shall be required to make a record only of such business as was actually voted upon by the Board and, except as provided in Sections 4.3 and 4.6 below, shall not be required to record any remarks of Board Members or any other person.
- 4.3 Any Board Member may request for inclusion in the minutes brief comments pertinent to an agenda item only at the meeting in which the item is discussed.
- 4.4 Written comments delivered to the Board at the meeting that were not contained in the Board Agenda Packet for review by the Board prior to the meeting shall be maintained as a separate public record.
- 4.5 The Confidential Administrative Assistant shall attempt to record the names and general place of residence of persons addressing the Board and the title of the subject matter to which their remarks are related.
- 4.6 Whenever the Board acts in a quasi-judicial proceeding, the Confidential Administrative Assistant shall create a record of a summary of the testimony of the witnesses.

### **5. MEMBERS OF THE BOARD OF DIRECTORS**

- 5.1 Information that is exchanged before meetings shall be distributed through the Confidential Administrative Assistant, and all Board Members will receive all information being distributed.
- 5.2 Board Members shall at all times conduct themselves with courtesy to each other, to staff, and to members of the audience present at Board meetings.

- 5.3 At the President's discretion, District Counsel shall act as parliamentarian. The rules contained in the current edition of *Rosenberg's Rules of Order* (and *Robert's Rules of Order* 12th Edition for matters on which Rosenberg is silent) shall govern the Board of Directors in all cases to which they are applicable and in which they are not inconsistent with these Bylaws, any special rules of order the Board may adopt and any statutes applicable to the CCSD that do not authorize the provisions of these Bylaws to take precedence.

## **6. AUTHORITY OF DIRECTORS**

- 6.1 The Board of Directors is the unit of authority within the CCSD. Apart from their normal function as a part of this unit, Board Members have no individual authority. As individuals, Board Members may not commit the CCSD to any policy, act, or expenditure.
- 6.2 All members of the Board of Directors shall exercise their independent judgment on behalf of the interests of the entire District, including the residents, property owners, and the public as a whole. Board Members do not represent any fractional segment of the community, but are instead a part of the body which represents and acts for the community as a whole.
- 6.3 The Board of Directors shall adopt policies for the operation of the District, including, but not limited to, administrative policies, fiscal policies, personnel policies, and purchasing policies.
- 6.4 The primary responsibilities of the Board of Directors are:
- a) The formulation and evaluation of policy;
  - b) Monitoring the CCSD's progress in attaining its goals and objectives;
  - c) Appointment, oversight, and evaluation of a General Manager to handle all matters concerning the operational aspects of the CCSD; and
  - d) Appointment, oversight, and evaluation of a District Counsel to handle all matters concerning the legal aspects of the CCSD.

## **7. BOARD MEMBER GUIDELINES**

- 7.1 Board Members, by making a request of the General Manager, shall have access to information relative to the operation of the CCSD. If the General Manager cannot provide the requested information in a timely manner, the General Manager shall inform the individual Board Member why the information is not or cannot be made available.
- (a) When a Board Member requests information, the path of communication shall be Board to General Manager, then General Manager to Staff.
  - (b) For posted agenda items, if a substantial amount of information that would take a significant amount of time to compile is being requested by an individual Board Member for agenda items, and the information being provided either in a written staff report or verbally at the Board meeting is not deemed sufficient to make a decision on that agenda item, a request by a Board Member can be made to bring that agenda item back to a future Board meeting by making a motion and receiving an affirmative vote for that action to be placed back on an agenda as soon as reasonably possible.
- 7.2 Individual Board Members should not involve themselves in the day-to-day operations of the District. Their primary role is to participate in the process of establishing the District's policies and goals. The General Manager is responsible for implementing those policies and goals.

- 7.3 Personnel matters and other operational issues that may be of concern to individual Board Members should be addressed through the General Manager. Individual Board Members shall not involve themselves or interfere in personnel matters.
- 7.4 The General Manager shall take direction and instruction from the Board of Directors as a body when it is sitting in a duly convened meeting. Individual Board Members should refrain from giving orders or instruction to the General Manager or any subordinates of the General Manager.
- 7.5 When presented with questions or complaints from citizens or staff related to operational or personnel matters, Board Members should listen to the concerns expressed and either (1) confer with the General Manager or District Counsel, as appropriate, or (2) refer the individual to the General Manager for resolution of their concerns.

## **8. BOARD MEMBER COMPENSATION**

- 8.1 Board Members may receive compensation of one hundred dollars (\$100.00) for each authorized day of service rendered as a Board Member.
- 8.2 The following are authorized meetings for which a Board Member may be compensated:
  - a) Regular Board meetings.
  - b) Special Board meetings.
  - c) Standing Committee meetings of which the Board Member is a Committee member.
  - d) Participation in a training program on a topic that is directly related to the District, provided that the Board of Directors has previously approved the Member's participation at a Board meeting and that the Member delivers a written report to the Board regarding the Member's participation at the next Board meeting following the training program.
  - e) Representation of the District at a public event, provided that the Board of Directors has previously approved the Member's representation at a Board meeting and that the Member delivers a written report to the Board regarding the Member's representation at the next Board meeting following the public event.
  - f) Representation of the District at a public meeting or a public hearing conducted by another public agency, provided that the Board of Directors has previously approved the Member's representation at a Board meeting and that the Member delivers a written report to the Board regarding the Member's representation at the next Board meeting following the public meeting or public hearing.
  - g) Representation of the District at a meeting of a public benefit non-profit corporation on whose Board the District has membership, provided that the Board of Directors has previously approved the Member's representation at a Board meeting and that the Member delivers a written report to the Board regarding the Member's representation at the next Board meeting following the corporation's meeting.
- 8.3 Board Member compensation shall not exceed six days of service in any calendar month.
- 8.4 Board Member compensation shall not exceed \$100.00 per day or \$600.00 per month.
- 8.5 Each Board Member is entitled to reimbursement for travel, meals, lodging, and other actual and necessary expenses incurred in the performance of the duties required or authorized by the Board pursuant to Government Code Section 53232.2.
- 8.6 Board Members shall provide brief reports on meetings attended at the expense of the District at the next regular Board meeting, as provided by Government Code Section 53232.3.

## **9. STANDING COMMITTEES**

- 9.1 Standing committees are those committees created by formal Board action that have continuing subject matter jurisdiction, regularly established meeting schedules, and one Board Member as a non-voting chairperson who does not count toward a quorum. The General Manager is an ex-officio non-voting member of all standing committees and does not count toward a quorum.
- 9.2 The following shall be the standing committees of the District:
- a) Finance;
  - b) Resources & Infrastructure;
  - c) Parks, Recreation and Open Space
- 9.3 Committee Rules:  
Members' terms and method of appointment, along with detailed rules and procedures for committees, are contained in the Standing Committee Bylaws, a Board-approved set of guidelines and expectations for committees.
- 9.4 Meetings:
- a) All committees shall comply with the provisions of the Ralph M. Brown Act concerning the calling of public meetings and with the Board and Standing Committee Bylaws.
  - b) A written report shall be prepared for each committee meeting by the Chair and forwarded to the Board of Directors. A recording of each meeting will be made available on the District's website.
  - c) With the exception of the Board Member serving as a non-voting Committee Chair, Board Members may attend meetings of the District's standing committees as observers only and shall not participate in such meetings.

## **10. AD HOC COMMITTEES AND LIAISON APPOINTMENTS**

- 10.1 The President or a majority of the Board may create ad hoc committees consisting of two Board members in accordance with the provisions of the Brown Act from time to time with specific focus and duration, as required. Ad hoc committees shall meet on an as-needed basis.
- 10.2 The tasks of the ad hoc committee shall be outlined at the time of appointment, along with expected deliverables and an estimated completion date. The committee shall be considered dissolved when its final report has been made.
- 10.3 The President or a majority of the Board may appoint a liaison to an organization, group, non-profit, or other agency. The role of the liaison is to observe the meetings of those entities to which they are appointed as liaison and report back to the Board on the discussions and actions taken during those meetings on topics that relate to the community and the District. The liaison is not an official spokesperson of the Board at these meetings and shall not speak as such without prior Board approval. Any personal opinions or comments made by the liaison shall include the statement that it is their own personal opinion and does not reflect the opinion of the entire Board. Their comments shall not undermine the decisions adopted by the Board or commit the Board to any action or policy.
- 10.4 The Board-appointed liaison may prepare and submit a written report for each meeting attended and forward it to the Confidential Administrative Assistant for inclusion in the appropriate agenda.

## **11. BOARD BYLAW REVIEW POLICY**

- 11.1 Subject to Section 3.1, the Board Bylaws shall be reviewed annually at the first regular meeting in



January, after which amendments to the Bylaws may be considered for adoption by the Board.

**12. COMPLIANCE WITH FEDERAL AND STATE LAW**

- 12.1 If it is determined any of these Bylaws conflict with Federal or State rules or statutes, the Federal or State rules or statutes will apply.
- 12.2 These Bylaws are for the purpose of providing guidance to the Cambria Community Services District Board of Directors in the performance of their duties.
- 12.3 These Bylaws are not intended to amend any laws governing the behavior of any individual Board member in a private capacity. All Board members will comply with all Federal and State laws governing their conduct in the performance of their duties.



## **Cambria Community Services District Standing Committee Bylaws**

### **1. SCOPE OF RESPONSIBILITY**

1.1. Standing Committees are advisory to the Board of Directors. The Committees shall gather information, explore alternatives, examine implications, and offer options for review and deliberation by the Board of Directors. Committee members are expected to stay current on the issues under discussion by the Board of Directors.

1.2 Each Standing Committee shall consider only District-related issues approved and assigned to it by the Board of Directors, or issues within the purview of each Committee as defined in “Standing Committee Statements of Purpose and Responsibilities” below.

1.3 Apart from their normal function as part of an advisory resource, Committees and the individual members have no authority and may not verbally or by action represent the Committee or the CCSD in any policy, act, or expenditure.

1.4 The Committee and its members shall maintain collaborative working relationships with the public, other Standing Committees and the CCSD Board of Directors.

1.5 Any Standing Committee, or its ad hoc committees, may meet with staff and/or District consultants but shall not interfere with their operational duties, as determined by the General Manager. Any information requests to staff will be specific in nature and relate to the business of the Committee.

1.6 Standing Committee Statements of Purpose and Responsibilities

1.6.1 The Finance Committee shall:

- (a) Provide review for transparent budget processes and financial management that promote fiscal stability and instill public trust;
- (b) Support and work directly with the CCSD General Manager and Administrative Department Manager-Finance Manager in enhancing financial integrity and monetary discipline;
- (c) Discuss and receive public input during committee meetings and advise the Board of Directors on financial matters;
- (d) Provide financial review, assessment, and recommendation to CCSD Board of Directors regarding potential funding sources available to the District from private, public, County, State or federal entities; and
- (e) Support other standing committees’ fiscal review needs.

1.6.2 The Resources and Infrastructure Committee shall:

- (a) Assess existing resources and gather information regarding infrastructure and resource needs of the community;

- (b) Support and work directly with the CCSD General Manager and Utilities Department Manager in identifying/defining plans to meet the infrastructure needs of the community, working within the bounds of current and potential resources and priorities of the District;
- (c) Provide recommendations to the Board of Directors regarding actions to meet the community's infrastructure needs; and
- (d) Support other standing committees' resource and infrastructure review needs.

1.6.3 The Parks, Recreation and Open Space Committee shall:

- (a) Assess existing resources and gather information regarding the parks, open space, and recreational needs of the community;
- (b) Establish collaborative working relationships with relevant public and private organizations;
- (c) Support and work directly with the CCSD General Manager and Facilities & Resources Manager to create plans for meeting the needs of the community within the bounds of current and potential resources;
- (d) Recommend plans of action to the Board regarding meeting the community needs for parks, recreation, and open space; and
- (e) Facilitate communication with the residents of Cambria both to update community priorities for parks, recreation, and open space and to obtain community support for planned actions.

## 2. **COMMITTEE MEMBERS**

2.1 The Committee shall consist of five volunteer members from the community and one CCSD Board Director to act as a non-voting Chairperson who does not count toward a quorum. Additionally, the General Manager is an ex-officio non-voting member of all Standing Committees and does not count toward a quorum.

2.2 Each Committee member must live and be registered to vote within the CCSD boundaries. No Committee member shall serve on more than one (1) Committee at a time.

2.3 Method of appointment:

- (a) Volunteer Committee members shall serve two-year terms. Such terms shall begin in February of odd-numbered years.
- (b) At the end of a term of office, a Committee member wishing to continue for another term shall fill out an application as specified in 2.3(d) below and will be considered for appointment along with the other applicants.
- (c) Prior to the beginning of a term, or in the event of a vacancy during an unexpired term, the CCSD shall invite applications for Committee membership. Such invitation shall be advertised on the CCSD website and at all Cambria CSD public information bulletin boards. Application forms may be obtained and submitted to the website or the Administrative Offices during regular business hours during the application period.
- (d) Any applications received per 2.3(d) above shall be retained by the District and remain active for two years.
- (e) Committee members shall be appointed from the pool of applicants (see 2.3(d) above) by recommendation of the Committee Chairperson and approved by a majority vote of the CCSD Board of Directors.
- (f) The Committee Chairperson shall be responsible for interviewing new

applicants and determining their qualifications prior to making a recommendation to the CCSD Board of Directors.

2.4 Committee members shall attend all regular and special meetings of the Committee unless excused for emergencies or other good cause:

(a) Good cause for absence includes circumstances of which the Chairperson of the Committee is notified prior to the meeting. Good cause also includes Board-authorized or Committee-authorized meeting absences, such as attendance at a conference directly related to the functions and interests of the District or at the meeting of another public agency in order to participate in an official capacity.

(b) A Committee member who is absent for good cause may notify the Chairperson by electronic transmission (e.g., email), telephone communication, or letter. The minutes shall indicate whether an absence was excused.

(c) A vacancy shall occur if a Committee member is absent from three (3) consecutive regular meetings without good cause, except as otherwise provided for by law or as authorized by the Board of Directors.

2.5. Vacancies of unexpired terms of office of regular Committee members shall be filled by recommendation of the Committee Chairperson from the pool of applicants (see 2.3(d) above) and appointment by the CCSD Board of Directors.

### **3. COMMITTEE OFFICERS**

3.1. The Chairperson shall be chosen annually from members of the Board of Directors by a majority vote of the Board. A Director may not serve as Chairperson of more than one Standing Committee at the same time.

3.2. The Vice-Chairperson and Secretary shall be chosen annually by a majority of the Committee.

3.3. No member of the Committee shall hold more than one office.

3.4. Chairperson duties:

(a) Preside over meetings,

(b) Supervise, provide guidance, and act as a liaison between the Board and the Committee,

(c) Establish committee meeting agendas,

(d) Appoint appropriate ad hoc committees of two (2) Committee members.

(e) To avoid any appearance of unduly influencing voting Committee members, the Chairperson shall not attend ad hoc committee meetings or meet with two voting Committee members outside of a meeting to discuss Committee business,

(f) Sign reports,

(g) Represent the Committee at regular CCSD Board meetings,

(h) Coordinate with CCSD staff input for agenda preparation for the monthly Committee meetings,

3.5. Vice Chairperson duties:

(a) Perform the duties of the Chairperson in their absence,

(b) Act as liaison to another Standing Committee as determined by the Chairperson or a majority of the Committee.

3.6. Secretary duties:

(a) Record the minutes of the meetings in action form, ensuring the accuracy of when, how, and by whom the Committee's business was conducted.

(b) Submit the draft written minutes and recording to CCSD staff for the public record.

(c) Minutes should include, at a minimum:

- The date, time, and location of the meeting,
- A list of the Committee members present and absent,
- A record of reports presented and by whom,
- The text of motions adopted along with a count of yes and no votes and the Committee members dissenting,
- List of items considered for future agenda,
- Time of meeting adjournment.

#### **4. COMMITTEE MEMBER GUIDELINES**

- 4.1. Members of the Committee and their activities are bound by all applicable provisions of the Brown Act (Government Code Sections 54950, et seq.).
- 4.2. Members of the Committee shall not participate in discussion of, or vote on issues constituting conflicts of interest – “no public official shall make, participate in making, or in any attempt to use his official position to influence a governmental decision in which he/she knows or has reason to know he/she has a financial interest.” (Government Code Section 87100).
- 4.3. Members of the Committee are charged with protecting and upholding the public interest and exhibiting the highest level of ethics.
- 4.4. Committee members shall at all times conduct themselves with courtesy towards each other, to staff, and to members of the audience present at Committee meetings. Should a Committee member disrupt Committee meetings or participate in behavior contrary to the charges and responsibilities of the Committee, the Committee, by a majority vote, may recommend action to the CCSD Board.
- 4.5. Committee members shall complete AB 1234 (Government Code Section 53235 et seq.) ethics training every two (2) years.

#### **5. AGENDA PROCEDURE**

- 5.1. Members shall provide input on the agenda to the Chairperson.
- 5.2. The Chair shall develop the draft agenda with input from the Vice Chair and CCSD staff.
- 5.3. CCSD staff shall prepare the final agenda and attachments.
- 5.4. CCSD staff shall post agendas on the District’s website and at the District Administrative Office and distribute to all Committee members and the agenda distribution list.

#### **6. MEETINGS**

- 6.1. The Committee shall meet within the jurisdictional boundaries of the CCSD, except as otherwise permitted by the Brown Act.
- 6.2. Information that is exchanged before meetings shall be distributed through the Confidential Administrative Assistant, and Committee members will receive all information being distributed as part of the meeting agenda.
- 6.3. The Committee shall hold regular meetings as often as once a month and at least quarterly, on dates set annually by the Committee. The Committee may call special meetings as needed, with required 24-hour public notice.

- 6.4. A majority of the five (5) voting Committee members shall constitute a quorum as required to hold a meeting. Any action taken by the Committee shall require at least three (3) votes.
- 6.5. The business at regular meetings of the Committee shall be conducted for no more than a two-hour period, unless extended by a four-fifths vote of the Committee. In the event there are remaining items on the agenda at the end of the two-hour period, the Committee may adjourn the meeting to a specific date and time in accordance with the provisions of Government Code Section 54955. The intent and purpose of this policy is to encourage a reasonable time period in which the Committee's business is discussed and to protect against fatigue in discussing and deciding important issues.
- 6.6. The CCSD General Manager may determine a staff liaison to the Committee if needed for facilitating communication.

**7. PARLIAMENTARY AUTHORITY**

- 7.1. The rules contained in the current edition of *Rosenberg's Rules of Order* (and *Robert's Rules of Order* 12<sup>th</sup> 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 may adopt, and statutes applicable to the Committee that do not authorize the provision of these Bylaws to take precedence.

**8. AMENDMENTS TO BYLAWS**

- 8.1. These Standing Committee Bylaws shall be reviewed annually at the first regular Board of Directors meeting in January, after which amendments may be considered for adoption by the Board.
- 8.2. The CCSD Board of Directors retains sole authority to amend these Bylaws. A majority of the CCSD Board of Directors must approve any amendments.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **7.F**

FROM: Matthew McElhenie, General Manager

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Meeting Date: February 13, 2025      Subject: Consideration of Adoption of Resolution 09-2025  
Establishing 2150 Main St #1-A, Cambria, CA  
93428, as the Official Physical Address of the  
Cambria Community Services District

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**FISCAL IMPACT:**

There is no direct fiscal impact associated with adopting the Resolution. However, failure to renew the System for Award Management (SAM.Gov) registration could result in missed opportunities for federal grant funding and could potentially delay funding that is near award date.

**DISCUSSION:**

The CCSD's registration with the SAM.Gov expired on January 23, 2025. This registration is required in order for the District to apply for and receive federal grant funding. Renewal of the SAM.Gov registration requires submission of documentation verifying the District's physical address. To date, staff has been unable to locate a document that meets SAM.Gov's requirements:

1. Utility bills for the new office are not in the District's name.
2. Correspondence addressed to the District is sent through the P.O. Box and does not reflect the physical address.

SAM.Gov has indicated that an official Resolution from the CCSD Board establishing the physical address would be an acceptable form of documentation for the renewal process.

The establishment of an official physical address for the CCSD is essential for ensuring compliance with federal requirements for grant applications. By adopting the proposed Resolution, the District will:

- Fulfill SAM.Gov's documentation requirements for address verification.
- Formalize 2150 Main St #1-A, Cambria, CA 93428, as the physical address for all District operations.
- Avoid delays in accessing critical federal grant funding opportunities.
- Have an official, formalized document with the new District office address on it should any future need for such a document arise.

It is recommended that the Board of Directors adopt Resolution 09-2025 establishing 2150 Main St #1-A, Cambria, CA 93428, as the official physical address of the Cambria Community Services District.

**ATTACHMENTS:**

1. [Resolution 09-2025](#)

RESOLUTION NO. 09-2025

February 13, 2025

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT  
ESTABLISHING THE OFFICIAL PHYSICAL ADDRESS OF THE CCSD ADMINISTRATIVE OFFICE

WHEREAS, the Cambria Community Services District (District) formerly had an office at 1316 Tamson Drive, Suite 201, from which it conducted District business; and

WHEREAS, on August 8, 2024, the Board of Directors adopted Resolution 25-2024 approving a lease agreement for a new office location at 2150 Main Street #1-B Cambria, CA 93428; and

WHEREAS, on September 19, 2024, the Board of Directors adopted Resolution 32-2024 amending a lease agreement for a new office location at 2150 Main Street #1-A Cambria, CA 93428; and

WHEREAS, on November 1, 2024, the District officially moved its administrative office to 2150 Main Street #1-A Cambria, CA 93428; and

WHEREAS, the Board of Directors desires to establish the new administrative office location as the official physical address of the District.

NOW, THEREFORE, BE IT RESOLVED by the Cambria Community Services District Board of Directors that the official physical address of the administrative office from which the District conducts its business is hereby established as 2150 Main Street, #1-A, Cambria CA, 93428.

PASSED AND ADOPTED this 13th day of February, 2025.

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Debra Scott  
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

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Haley Dodson  
Confidential Administrative Assistant

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Timothy J. Carmel  
District Counsel



CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.A**

FROM: Matthew McElhenie, General Manager  
Denise Fritz, Administrative Department Manager

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Meeting Date: February 13, 2025      Subject: Receive and File the Second Quarter Budget Report for FY 2024/25

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**FISCAL IMPACT:**

During the second quarter of fiscal year 2024/25, the Board did not approve any budget adjustments.

**DISCUSSION:**

The second quarter of the fiscal year 2024/25 budget report covers the period from July 1, 2024, through December 31, 2024, which is approximately 50% of the fiscal year. The Finance Committee reviewed the second quarter budget report on January 13, 2025, and recommended approval by a 5-0 vote.

**General Fund**

The General Fund budgets include the Fire, Facilities & Resources, PROS, and Administration Departments. Overall revenues are less than expenditures through the second quarter. This is normal as most of the General Fund revenues are derived from property taxes received in October through April. Our first substantial property tax checks were received in January 2024. During this reporting period, no significant budget variations in expenditures are anticipated for Fire, Facilities & Resources, or Administration.

**Wastewater Fund – Wastewater Operations & Capital Outlay**

Revenues are less than expenditures through the second quarter due to the timing of the utility billing cycles. During this reporting period, there are no significant budget variations anticipated for Wastewater operations.

**Water Fund – Water Operations & Capital Outlay**

Revenues are less than expenditures during the second quarter due to the timing of utility billing cycles and operational & capital project expenditures. During this reporting period, no significant budget variations are anticipated for Water operations. .

**Water Fund – WRF Operations & Capital Outlay**

Revenues are more than expenditures through the second quarter. During this reporting period, no significant budget variations are anticipated for WRF operations.

**Capital Projects**

During this reporting period, there has been some capital project activity. This report includes an updated CIP listing, which includes fiscal year project costs to December 31, 2024, for the General, Water, Wastewater, and WRF Funds.

It is recommended that the Board of Directors discuss, receive, and file the FY 2024/25 second quarter budget report.

**ATTACHMENTS:**

1. [Second Quarter Budget Report for Fiscal Year 2024/2025](#)

# CAMBRIA COMMUNITY SERVICES DISTRICT



## FISCAL YEAR 2024-2025 SECOND QUARTER REPORT FEBRUARY 13, 2025



# **GENERAL FUND SUMMARY**

**Fire Department – 01**

**Facilities & Resources Department – 02**

**Administration Department - 09**



Cambria Community Services District , CA

# Budget Report Group Summary

For Fiscal: 2024-2025 Period Ending: 12/31/2024

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance	
						Favorable (Unfavorable)	Percent Remaining
Fund: 01 - GENERAL FUND	4,299,132.00	4,490,225.00	506,956.22	1,297,975.21	0.00	-3,192,249.79	71.09%
Revenue	4,078,621.00	4,628,647.00	-29,384.50	2,093,463.95	38,208.65	2,496,974.40	53.95%
Expense	<b>220,511.00</b>	<b>-138,422.00</b>	<b>536,340.72</b>	<b>-795,488.74</b>	<b>-38,208.65</b>	<b>-695,275.39</b>	<b>-502.29%</b>
Report Surplus (Deficit):	<b>220,511.00</b>	<b>-138,422.00</b>	<b>536,340.72</b>	<b>-795,488.74</b>	<b>-38,208.65</b>	<b>-695,275.39</b>	<b>-502.29%</b>

### Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance	
						Favorable	(Unfavorable)
01 - GENERAL FUND	220,511.00	-138,422.00	536,340.72	-795,488.74	-38,208.65	-695,275.39	
<b>Report Surplus (Deficit):</b>	<b>220,511.00</b>	<b>-138,422.00</b>	<b>536,340.72</b>	<b>-795,488.74</b>	<b>-38,208.65</b>	<b>-695,275.39</b>	



# GENERAL FUND

## FIRE - 01



Cambria Community Services District , CA

# Budget Report

## Account Summary

For Fiscal: 2024-2025 Period Ending: 12/31/2024

Fund: 01 - GENERAL FUND	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable) Remaining	Percent Remaining
<b>Revenue</b>							
<b>Category: 42 - FEES</b>							
<u>01-43730-01</u>	5,000.00	5,000.00	0.00	-280.50	0.00	-5,280.50	105.61%
	<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>-280.50</b>	<b>0.00</b>	<b>-5,280.50</b>	<b>105.61%</b>
<b>Category: 43 - OTHER REVENUE</b>							
<u>01-43900-01</u>	0.00	0.00	0.00	4,949.20	0.00	4,949.20	0.00%
	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,949.20</b>	<b>0.00</b>	<b>4,949.20</b>	<b>0.00%</b>
<b>Category: 44 - PROPERTY TAXES</b>							
<u>01-43100-01</u>	2,268,747.35	2,268,747.35	617,252.60	629,022.60	0.00	-1,639,724.75	72.27%
<u>01-43110-01</u>	-32,621.00	-32,621.00	0.00	0.00	0.00	32,621.00	0.00%
<u>01-43350-01</u>	567,460.00	567,460.00	86,527.63	185,453.38	0.00	-382,006.62	67.32%
<u>01-43700-01</u>	100,000.00	100,000.00	6,984.00	15,946.50	0.00	-84,053.50	84.05%
	<b>2,903,586.35</b>	<b>2,903,586.35</b>	<b>710,764.23</b>	<b>830,422.48</b>	<b>0.00</b>	<b>-2,073,163.87</b>	<b>71.40%</b>
<b>Category: 45 - FED/STATE</b>							
<u>01-46100-01</u>	0.00	0.00	-71,677.20	0.00	0.00	0.00	0.00%
<u>01-46180-01</u>	287,838.00	287,838.00	71,677.20	71,677.21	0.00	-216,160.79	75.10%
	<b>287,838.00</b>	<b>287,838.00</b>	<b>0.00</b>	<b>71,677.21</b>	<b>0.00</b>	<b>-216,160.79</b>	<b>75.10%</b>
<b>Revenue Total:</b>	<b>3,196,424.35</b>	<b>3,196,424.35</b>	<b>710,764.23</b>	<b>906,768.39</b>	<b>0.00</b>	<b>-2,289,655.96</b>	<b>71.63%</b>
<b>Expense</b>							
<b>Category: 50 - SALARIES</b>							
<u>01-50000-01</u>	1,244,541.00	1,244,541.00	73,334.12	501,276.08	0.00	743,264.92	59.72%
<u>01-50100-01</u>	118,000.00	118,000.00	17,559.27	93,973.95	0.00	24,026.05	20.36%
<u>01-50310-01</u>	9,088.06	9,088.06	2,736.00	2,736.00	0.00	6,352.06	69.89%
<u>01-50400-01</u>	0.00	0.00	14,118.43	59,884.42	0.00	-59,884.42	0.00%
<u>01-50500-01</u>	0.00	0.00	4,593.55	8,692.75	0.00	-8,692.75	0.00%
	<b>1,371,629.06</b>	<b>1,371,629.06</b>	<b>112,341.37</b>	<b>666,563.20</b>	<b>0.00</b>	<b>705,065.86</b>	<b>51.40%</b>
<b>Category: 51 - BENEFITS</b>							
<u>01-51010-01</u>	4,000.00	4,000.00	0.00	3,250.00	0.00	750.00	18.75%
<u>01-51020-01</u>	17,074.00	17,074.00	1,004.69	6,347.43	0.00	10,726.57	62.82%
<u>01-51030-01</u>	162,540.00	162,540.00	11,149.57	75,182.90	0.00	87,357.10	53.74%
<u>01-51050-01</u>	1,872.00	1,872.00	73.78	626.48	0.00	1,245.52	66.53%
<u>01-51060-01</u>	77,456.00	77,456.00	6,219.61	40,054.11	0.00	37,401.89	48.29%
<u>01-51070-01</u>	16,934.00	16,934.00	1,594.31	9,507.18	0.00	7,426.82	43.86%



**Budget Report**

For Fiscal: 2024-2025 Period Ending: 12/31/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable) Remaining	Percent Remaining
01-51080-01	72,067.00	72,067.00	385.94	3,542.55	0.00	68,524.45	95.08 %
01-51090-01	431,296.00	431,296.00	31,664.84	199,267.11	0.00	232,028.89	53.80 %
01-51200-01	2,600.00	2,600.00	200.00	1,300.00	0.00	1,300.00	50.00 %
01-51210-01	55,488.00	55,488.00	4,608.06	24,417.41	0.00	31,070.59	56.00 %
01-51220-01	19,900.00	19,900.00	1,600.00	9,150.00	0.00	10,750.00	54.02 %
<b>Category: 51 - BENEFITS Total:</b>	<b>861,227.00</b>	<b>861,227.00</b>	<b>58,500.80</b>	<b>372,645.17</b>	<b>0.00</b>	<b>488,581.83</b>	<b>56.73%</b>

**Category: 52 - SERVICES & SUPPLIES**

01-6011W-01	250.00	250.00	0.00	0.00	0.00	250.00	100.00 %
01-60300-01	813.86	813.86	0.00	0.00	0.00	813.86	100.00 %
01-6033B-01	12,000.00	12,000.00	1,290.11	8,709.13	0.00	3,290.87	27.42 %
01-6033G-01	300.00	300.00	0.00	345.00	0.00	-45.00	-15.00 %
01-6041L-01	25,000.00	25,000.00	8,921.29	27,367.58	0.00	-2,367.58	-9.47 %
01-60440-01	5,000.00	5,000.00	833.34	3,221.76	0.00	1,778.24	35.56 %
01-60450-01	2,000.00	2,000.00	20.95	379.37	0.00	1,620.63	81.03 %
01-60500-01	1,000.00	1,000.00	192.87	412.03	0.00	587.97	58.80 %
01-60510-01	0.00	0.00	0.00	88.76	0.00	-88.76	0.00 %
01-60530-01	500.00	500.00	0.00	1,568.52	0.00	-1,068.52	-213.70 %
01-60540-01	2,575.00	2,575.00	0.00	325.00	0.00	2,250.00	87.38 %
01-60550-01	80,000.00	80,000.00	0.00	75,435.84	0.00	4,564.16	5.71 %
01-6060C-01	9,543.98	9,543.98	840.49	4,887.11	0.00	4,656.87	48.79 %
01-6060E-01	16,032.35	16,032.35	1,601.75	8,670.91	0.00	7,361.44	45.92 %
01-6060G-01	5,385.41	5,385.41	808.86	2,029.13	0.00	3,356.28	62.32 %
01-6060I-01	1,577.33	1,577.33	181.00	831.00	0.00	746.33	47.32 %
01-6060P-01	6,239.08	6,239.08	500.63	5,063.90	0.00	1,175.18	18.84 %
01-6060S-01	2,282.18	2,282.18	0.00	336.73	0.00	1,945.45	85.25 %
01-6060W-01	5,382.10	5,382.10	0.00	775.82	0.00	4,606.28	85.59 %
01-6080M-01	8,000.00	8,000.00	6,729.91	15,386.26	0.00	-7,386.26	-92.33 %
01-60890-01	14,000.00	14,000.00	643.98	3,403.88	0.00	10,596.12	75.69 %
01-60900-01	15,000.00	15,000.00	397.52	3,503.59	0.00	11,496.41	76.64 %
01-60930-01	44,000.00	44,000.00	0.00	10,447.26	0.00	33,552.74	76.26 %

**Budget Detail**

Description	Units	Price	Amount
SMALL TOOLS/EQP - ANNUAL BUDGET	0.00	0.00	15,000.00
SMALL TOOLS/EQP - HOSES/GAS DETECTOR	0.00	0.00	29,000.00
01-60940-01	7,500.00	7,500.00	7,500.00
01-60960-01	20,500.00	20,500.00	20,500.00
01-61150-01	450.00	450.00	450.00
01-6120A-01	800.00	800.00	800.00
01-6120E-01	20,000.00	20,000.00	20,000.00
01-61240-01	500.00	500.00	500.00
01-61250-01	3,000.00	3,000.00	3,000.00
01-60940-01	1,364.18	6,450.43	1,049.57
01-60960-01	1,106.58	12,880.66	7,619.34
01-61150-01	0.00	413.85	36.15
01-6120A-01	0.00	0.00	800.00
01-6120E-01	3,153.18	11,914.31	8,085.69
01-61240-01	0.00	114.76	385.24
01-61250-01	91.62	868.96	2,131.04
CLOTH/UNIFORM - FIRE DEPT			13.99 %
FUEL - FIRE DEPT			37.17 %
MEETING EXPENSE - FIRE DEPT			8.03 %
EMPLOYEE ALS CT - FIRE DEPT			100.00 %
TVL,TRN,SEM-EMP - FIRE DEPT			40.43 %
EMPLOYEE RECOG - FIRE DEPT			77.05 %
EMPLOY RECRUIT - FIRE DEPT			71.03 %

**Budget Report**

For Fiscal: 2024-2025 Period Ending: 12/31/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance	
						Favorable (Unfavorable)	Percent Remaining
01-6220A-01	4,000.00	4,000.00	33.84	4,062.42	0.00	-62.42	-1.56 %
01-6220B-01	4,622.00	4,622.00	0.00	2,095.22	0.00	2,526.78	54.67 %
01-6220P-01	20,000.00	20,000.00	0.00	6,641.61	0.00	13,358.39	66.79 %
01-6220R-01	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	100.00 %
<b>Category: 52 - SERVICES &amp; SUPPLIES Total:</b>	<b>438,253.29</b>	<b>438,253.29</b>	<b>28,712.10</b>	<b>218,630.80</b>	<b>0.00</b>	<b>219,622.49</b>	<b>50.11%</b>

**Category: 60 - CAPITAL OUTLAY**

01-61700-01	15,000.00	15,000.00	0.00	16,850.31	0.00	-1,850.31	-12.34 %
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**Budget Detail**

Description	Units	Price	Amount
CAP ASSET EXP - BALLISTIC VESTS FOR ACTIVE SHOOTER	0.00	0.00	15,000.00

**Category: 60 - CAPITAL OUTLAY Total:**

	<b>15,000.00</b>	<b>15,000.00</b>	<b>0.00</b>	<b>16,850.31</b>	<b>0.00</b>	<b>-1,850.31</b>	<b>-12.34%</b>
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**Category: 70 - DEBT SERVICE**

01-61800-01	14,920.00	14,920.00	0.00	7,712.75	0.00	7,207.25	48.31 %
01-6180H-01	3,511.00	3,511.00	0.00	1,502.68	0.00	2,008.32	57.20 %

**Category: 70 - DEBT SERVICE Total:**

	<b>18,431.00</b>	<b>18,431.00</b>	<b>0.00</b>	<b>9,215.43</b>	<b>0.00</b>	<b>9,215.57</b>	<b>50.00%</b>
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**Category: 80 - ALLOCATED OH**

01-62000-01	491,884.00	491,884.00	122,971.00	245,942.00	0.00	245,942.00	50.00 %
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**Category: 80 - ALLOCATED OH Total:**

	<b>491,884.00</b>	<b>491,884.00</b>	<b>122,971.00</b>	<b>245,942.00</b>	<b>0.00</b>	<b>245,942.00</b>	<b>50.00%</b>
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**Expense Total:**

	<b>3,196,424.35</b>	<b>3,196,424.35</b>	<b>322,525.27</b>	<b>1,529,846.91</b>	<b>0.00</b>	<b>1,666,577.44</b>	<b>52.14%</b>
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**Fund: 01 - GENERAL FUND Surplus (Deficit):**

	<b>0.00</b>	<b>0.00</b>	<b>388,238.96</b>	<b>-623,078.52</b>	<b>0.00</b>	<b>-623,078.52</b>	<b>0.00%</b>
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**Report Surplus (Deficit):**

	<b>0.00</b>	<b>0.00</b>	<b>388,238.96</b>	<b>-623,078.52</b>	<b>0.00</b>	<b>-623,078.52</b>	<b>0.00%</b>
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# Group Summary

Category...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance		
						Favorable (Unfavorable)	Percent Remaining	
<b>Fund: 01 - GENERAL FUND</b>								
<b>Revenue</b>								
42 - FEES	5,000.00	5,000.00	0.00	-280.50	0.00	-5,280.50	105.61%	
43 - OTHER REVENUE	0.00	0.00	0.00	4,949.20	0.00	4,949.20	0.00%	
44 - PROPERTY TAXES	2,903,586.35	2,903,586.35	710,764.23	830,422.48	0.00	-2,073,163.87	71.40%	
45 - FED/STATE	287,838.00	287,838.00	0.00	71,677.21	0.00	-216,160.79	75.10%	
<b>Revenue Surplus (Deficit):</b>	<b>3,196,424.35</b>	<b>3,196,424.35</b>	<b>710,764.23</b>	<b>906,768.39</b>	<b>0.00</b>	<b>-2,289,655.96</b>	<b>71.63%</b>	
<b>Expense</b>								
50 - SALARIES	1,371,629.06	1,371,629.06	112,341.37	666,563.20	0.00	705,065.86	51.40%	
51 - BENEFITS	861,227.00	861,227.00	58,500.80	372,645.17	0.00	488,581.83	56.73%	
52 - SERVICES & SUPPLIES	438,253.29	438,253.29	28,712.10	218,630.80	0.00	219,622.49	50.11%	
60 - CAPITAL OUTLAY	15,000.00	15,000.00	0.00	16,850.31	0.00	-1,850.31	-12.34%	
70 - DEBT SERVICE	18,431.00	18,431.00	0.00	9,215.43	0.00	9,215.57	50.00%	
80 - ALLOCATED OH	491,884.00	491,884.00	122,971.00	245,942.00	0.00	245,942.00	50.00%	
<b>Expense Total:</b>	<b>3,196,424.35</b>	<b>3,196,424.35</b>	<b>322,525.27</b>	<b>1,529,846.91</b>	<b>0.00</b>	<b>1,666,577.44</b>	<b>52.14%</b>	
<b>Fund: 01 - GENERAL FUND Surplus (Deficit):</b>								
	<b>0.00</b>	<b>0.00</b>	<b>388,238.96</b>	<b>-623,078.52</b>	<b>0.00</b>	<b>-623,078.52</b>	<b>0.00%</b>	
<b>Report Surplus (Deficit):</b>								
	<b>0.00</b>	<b>0.00</b>	<b>388,238.96</b>	<b>-623,078.52</b>	<b>0.00</b>	<b>-623,078.52</b>	<b>0.00%</b>	

### Fund Summary

Fund	Original		Current		Period		Fiscal		Variance	
	Total Budget		Total Budget		Activity		Activity		Favorable	(Unfavorable)
01 - GENERAL FUND	0.00		0.00		388,238.96		-623,078.52		0.00	-623,078.52
<b>Report Surplus (Deficit):</b>	<b>0.00</b>		<b>0.00</b>		<b>388,238.96</b>		<b>-623,078.52</b>		<b>0.00</b>	<b>-623,078.52</b>



# GENERAL FUND FACILITIES & RESOURCES -02



Cambria Community Services District , CA

# Budget Report

## Account Summary

For Fiscal: 2024-2025 Period Ending: 12/31/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance			
						Favorable (Unfavorable)	Percent Remaining		
<b>Fund: 01 - GENERAL FUND</b>									
<b>Revenue</b>									
<b>Category: 42 - FEES</b>									
01-40200-02 EV CHARGING STATION	0.00	0.00	293.16	2,404.37	0.00	2,404.37	0.00 %		
01-45000-02 VET'S HALL RENT - PPT MGMT DEPT	25,000.00	25,000.00	2,585.00	8,807.00	0.00	-16,193.00	64.77 %		
<b>Category: 42 - FEES Total:</b>	<b>25,000.00</b>	<b>25,000.00</b>	<b>2,878.16</b>	<b>11,211.37</b>	<b>0.00</b>	<b>-13,788.63</b>	<b>55.15%</b>		
<b>Category: 43 - OTHER REVENUE</b>									
01-43900-02 MISC. REVENUE - PPT MGMT DEPT	500.00	500.00	0.00	0.00	0.00	-500.00	100.00 %		
<b>Category: 43 - OTHER REVENUE Total:</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-500.00</b>	<b>100.00%</b>		
<b>Category: 44 - PROPERTY TAXES</b>									
01-43100-02 PROPERTY TAX - PPT MGMT DEPT	835,961.65	835,961.65	226,015.05	230,299.37	0.00	-605,662.28	72.45 %		
01-43110-02 SB2557 TAX - PPT MGMT DEPT	-12,020.00	-12,020.00	0.00	0.00	0.00	12,020.00	0.00 %		
<b>Category: 44 - PROPERTY TAXES Total:</b>	<b>823,941.65</b>	<b>823,941.65</b>	<b>226,015.05</b>	<b>230,299.37</b>	<b>0.00</b>	<b>-593,642.28</b>	<b>72.05%</b>		
<b>Revenue Total:</b>	<b>849,441.65</b>	<b>849,441.65</b>	<b>228,893.21</b>	<b>241,510.74</b>	<b>0.00</b>	<b>-607,930.91</b>	<b>71.57%</b>		
<b>Expense</b>									
<b>Category: 50 - SALARIES</b>									
01-50000-02 SALARY & WAGES - PPT MGMT DEPT	292,501.00	292,501.00	16,943.33	103,430.67	0.00	189,070.33	64.64 %		
01-50100-02 OVERTIME - PPT MGMT DEPT	10,000.00	10,000.00	1,067.22	7,771.74	0.00	2,228.26	22.28 %		
01-50200-02 STANDBY TIME - FAC & RESRC DPT	0.00	0.00	600.00	2,800.00	0.00	-2,800.00	0.00 %		
01-50400-02 SICK/VAC PAY - PPT MGMT DEPT	0.00	0.00	651.18	8,087.21	0.00	-8,087.21	0.00 %		
01-50500-02 HOLIDAY - PPT MGMT DEPT	0.00	0.00	2,086.93	6,433.94	0.00	-6,433.94	0.00 %		
<b>Category: 50 - SALARIES Total:</b>	<b>302,501.00</b>	<b>302,501.00</b>	<b>21,348.66</b>	<b>128,523.56</b>	<b>0.00</b>	<b>173,977.44</b>	<b>57.51%</b>		
<b>Category: 51 - BENEFITS</b>									
01-51010-02 UNIFORM ALLOWNWC - PPT MGMT DEPT	1,600.00	1,600.00	0.00	1,600.00	0.00	0.00	0.00 %		
01-51020-02 MED-PRINCIPAL - PPT MGMT DEPT	3,800.00	3,800.00	446.52	1,561.24	0.00	2,238.76	58.91 %		
01-51030-02 MED-PERS-CARE - PPT MGMT DEPT	32,760.00	32,760.00	5,071.77	12,954.21	0.00	19,805.79	60.46 %		
01-51050-02 LIFE INSURANCE - FAC & RESRC DPT	575.00	575.00	26.16	150.81	0.00	424.19	73.77 %		
01-51060-02 FICA - PPT MGMT DEPT	18,402.00	18,402.00	1,280.27	7,989.30	0.00	10,412.70	56.58 %		
01-51070-02 MEDICARE - PPT MGMT DEPT	3,691.00	3,691.00	299.42	1,868.51	0.00	1,822.49	49.38 %		
01-51080-02 WORKERS COMP - PPT MGMT DEPT	12,743.00	12,743.00	877.72	4,642.64	0.00	8,100.36	63.57 %		
01-51090-02 RETIREMENT-PERS - PPT MGMT DEPT	78,835.00	78,835.00	6,349.56	37,930.14	0.00	40,904.86	51.89 %		
01-51200-02 OTHER EMP BENE - PPT MGMT DEPT	3,500.00	3,500.00	275.00	1,550.00	0.00	1,950.00	55.71 %		
01-51210-02 RETIREES HEALTH - PPT MGMT DEPT	23,934.00	23,934.00	2,127.67	11,239.22	0.00	12,694.78	53.04 %		

**Budget Report**

**For Fiscal: 2024-2025 Period Ending: 12/31/2024**

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable) Remaining	Percent Remaining
<u>01-51220-02</u>	6,500.00	6,500.00	0.00	100.00	0.00	6,400.00	98.46 %
<b>Category: 51 - BENEFITS Total:</b>							
	<b>186,340.00</b>	<b>186,340.00</b>	<b>16,754.09</b>	<b>81,586.07</b>	<b>0.00</b>	<b>104,753.93</b>	<b>56.22%</b>
<b>Category: 52 - SERVICES &amp; SUPPLIES</b>							
<u>01-60100-02</u>	0.00	0.00	0.00	1,240.39	0.00	-1,240.39	0.00 %
<u>01-6033B-02</u>	10,560.00	10,560.00	259.11	5,655.65	0.00	4,904.35	46.44 %
<u>01-6033E-02</u>	8,000.00	8,000.00	45.00	217.40	0.00	7,782.60	97.28 %
<u>01-6033G-02</u>	22,200.00	22,200.00	1,157.59	7,949.90	0.00	14,250.10	64.19 %
<u>01-6033L-02</u>	1,000.00	1,000.00	0.00	2,000.00	0.00	-1,000.00	-100.00 %
<u>01-6033R-02</u>	15,724.78	15,724.78	1,065.31	2,260.80	0.00	13,463.98	85.62 %
<u>01-6033V-02</u>	30,994.00	30,994.00	0.00	17,918.24	0.00	13,075.76	42.19 %
<u>01-6041L-02</u>	7,000.00	7,000.00	498.29	1,518.17	0.00	5,481.83	78.31 %
<u>01-6041N-02</u>	5,000.00	5,000.00	0.00	5,947.77	0.00	-947.77	-18.96 %
<u>01-60440-02</u>	500.00	500.00	0.00	180.00	0.00	320.00	64.00 %
<u>01-60450-02</u>	300.00	300.00	0.00	0.00	0.00	300.00	100.00 %
<u>01-60500-02</u>	1,000.00	1,000.00	39.48	123.42	0.00	876.58	87.66 %
<u>01-60530-02</u>	0.00	0.00	0.00	23.49	0.00	-23.49	0.00 %
<u>01-6060C-02</u>	2,310.00	2,310.00	325.22	1,680.87	0.00	629.13	27.24 %
<u>01-6060E-02</u>	25,000.00	25,000.00	2,846.24	16,961.91	0.00	8,038.09	32.15 %
<u>01-6060G-02</u>	5,000.00	5,000.00	311.92	1,290.79	0.00	3,709.21	74.18 %
<u>01-6060L-02</u>	5,709.00	5,709.00	395.60	1,973.53	0.00	3,735.47	65.43 %
<u>01-6060P-02</u>	1,543.00	1,543.00	187.98	958.33	0.00	584.67	37.89 %
<u>01-6060S-02</u>	3,980.00	3,980.00	0.00	1,311.82	0.00	2,668.18	67.04 %
<u>01-6060W-02</u>	8,586.00	8,586.00	0.00	1,824.45	0.00	6,761.55	78.75 %
<u>01-60700-02</u>	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	100.00 %
<u>01-6080M-02</u>	1,000.00	1,000.00	0.00	1,115.00	0.00	-115.00	-11.50 %
<u>01-60900-02</u>	14,000.00	14,000.00	31.61	4,474.84	0.00	9,525.16	68.04 %
<u>01-60930-02</u>	3,000.00	3,000.00	73.20	5,479.79	0.00	-2,479.79	-82.66 %
<u>01-60940-02</u>	3,000.00	3,000.00	2,601.67	2,601.67	0.00	398.33	13.28 %
<u>01-60960-02</u>	20,000.00	20,000.00	-685.96	12,893.70	0.00	7,106.30	35.53 %
<u>01-61150-02</u>	0.00	0.00	0.00	65.15	0.00	-65.15	0.00 %
<u>01-61240-02</u>	0.00	0.00	0.00	522.75	0.00	-522.75	0.00 %
<u>01-61250-02</u>	0.00	0.00	0.00	5,399.00	0.00	-5,399.00	0.00 %
<b>Category: 52 - SERVICES &amp; SUPPLIES Total:</b>							
	<b>196,406.78</b>	<b>196,406.78</b>	<b>9,152.26</b>	<b>103,588.83</b>	<b>0.00</b>	<b>92,817.95</b>	<b>47.26%</b>
<b>Category: 70 - DEBT SERVICE</b>							
<u>01-6180H-02</u>	371.35	371.35	32.72	256.11	0.00	115.24	31.03 %
<u>01-6180L-02</u>	11,796.52	11,796.52	903.27	5,359.83	0.00	6,436.69	54.56 %
<b>Category: 70 - DEBT SERVICE Total:</b>							
	<b>12,167.87</b>	<b>12,167.87</b>	<b>935.99</b>	<b>5,615.94</b>	<b>0.00</b>	<b>6,551.93</b>	<b>53.85%</b>

**Budget Report**

For Fiscal: 2024-2025 Period Ending: 12/31/2024

**Category: 80 - ALLOCATED OH**

ALLOC OVERHEAD - PPT MGMT DEPT

01-62000-02

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
	152,026.00	152,026.00	38,006.50	76,013.00	0.00	76,013.00	50.00 %
<b>Category: 80 - ALLOCATED OH Total:</b>	<b>152,026.00</b>	<b>152,026.00</b>	<b>38,006.50</b>	<b>76,013.00</b>	<b>0.00</b>	<b>76,013.00</b>	<b>50.00%</b>
<b>Expense Total:</b>	<b>849,441.65</b>	<b>849,441.65</b>	<b>86,197.50</b>	<b>395,327.40</b>	<b>0.00</b>	<b>454,114.25</b>	<b>53.46%</b>
<b>Fund: 01 - GENERAL FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>142,695.71</b>	<b>-153,816.66</b>	<b>0.00</b>	<b>-153,816.66</b>	<b>0.00%</b>
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>142,695.71</b>	<b>-153,816.66</b>	<b>0.00</b>	<b>-153,816.66</b>	<b>0.00%</b>



## Group Summary

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance		
						Favorable (Unfavorable)	Percent Remaining	
<b>Fund: 01 - GENERAL FUND</b>								
<b>Revenue</b>								
42 - FEES	25,000.00	25,000.00	2,878.16	11,211.37	0.00	-13,788.63	55.15%	
43 - OTHER REVENUE	500.00	500.00	0.00	0.00	0.00	-500.00	100.00%	
44 - PROPERTY TAXES	823,941.65	823,941.65	226,015.05	230,299.37	0.00	-593,642.28	72.05%	
<b>Revenue Surplus (Deficit):</b>	<b>849,441.65</b>	<b>849,441.65</b>	<b>228,893.21</b>	<b>241,510.74</b>	<b>0.00</b>	<b>-607,930.91</b>	<b>71.57%</b>	
<b>Expense</b>								
50 - SALARIES	302,501.00	302,501.00	21,348.66	128,523.56	0.00	173,977.44	57.51%	
51 - BENEFITS	186,340.00	186,340.00	16,754.09	81,586.07	0.00	104,753.93	56.22%	
52 - SERVICES & SUPPLIES	196,406.78	196,406.78	9,152.26	103,588.83	0.00	92,817.95	47.26%	
70 - DEBT SERVICE	12,167.87	12,167.87	935.99	5,615.94	0.00	6,551.93	53.85%	
80 - ALLOCATED OH	152,026.00	152,026.00	38,006.50	76,013.00	0.00	76,013.00	50.00%	
<b>Expense Total:</b>	<b>849,441.65</b>	<b>849,441.65</b>	<b>86,197.50</b>	<b>395,327.40</b>	<b>0.00</b>	<b>454,114.25</b>	<b>53.46%</b>	
<b>Fund: 01 - GENERAL FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>142,695.71</b>	<b>-153,816.66</b>	<b>0.00</b>	<b>-153,816.66</b>	<b>0.00%</b>	
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>142,695.71</b>	<b>-153,816.66</b>	<b>0.00</b>	<b>-153,816.66</b>	<b>0.00%</b>	

### Fund Summary

Fund	Original		Current		Period		Fiscal		Variance	
	Total Budget		Total Budget		Activity		Activity		Favorable	(Unfavorable)
01 - GENERAL FUND	0.00		0.00		142,695.71		-153,816.66		0.00	-153,816.66
<b>Report Surplus (Deficit):</b>	<b>0.00</b>		<b>0.00</b>		<b>142,695.71</b>		<b>-153,816.66</b>		<b>0.00</b>	<b>-153,816.66</b>



Cambria Community Services District , CA

# Budget Report

## Account Summary

For Fiscal: 2024-2025 Period Ending: 12/31/2024

**Fund: 01 - GENERAL FUND**

**Revenue**

**Category: 43 - OTHER REVENUE**

<u>01-43900-16</u>	MISC. REVENUE - PROS DEPT	0.00	0.00	0.00	0.00	6,267.16	0.00	6,267.16	0.00 %
<u>01-46260-16</u>	PROJECT CONTRIBUTION SKATE PARK	0.00	13,141.00	0.00	0.00	2,332.55	0.00	-10,808.45	82.25 %

**Budget Adjustments**

Number	Date	Description	Adjustment
BA0000162	08/30/2024	CAMBRIA COMMUNITY COUNCIL CONT	13,141.00
BA0000167	08/30/2024	CAMBRIA COMMUNITY COUNCIL CONT	-13,141.00
BA0000167	08/30/2024	CAMBRIA COMMUNITY COUNCIL CONT	-13,141.00

**Category: 43 - OTHER REVENUE Total:**

0.00	13,141.00	0.00	8,599.71	0.00	-4,541.29	34.56%
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**Category: 44 - PROPERTY TAXES**

<u>01-43100-16</u>	PROPERTY TAX - PROS DEPT	0.00	0.00	1,423.01	0.00	0.00	0.00	0.00	0.00 %
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**Category: 44 - PROPERTY TAXES Total:**

0.00	0.00	1,423.01	0.00	0.00	0.00	0.00	0.00 %
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**Category: 45 - FED/STATE**

<u>01-46100-16</u>	GRANTS/MISC REV - PROS DEPT	0.00	177,952.00	0.00	0.00	-177,952.00	100.00 %
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**Budget Adjustments**

Number	Date	Description	Adjustment
BA0000166	08/30/2024	EAST RANCH RESTROOM - GRANT	-177,952.00
BA0000166	08/30/2024	EAST RANCH RESTROOM - GRANT	-177,952.00
BA0000161	08/30/2024	EAST RANCH RESTROOM GRANT	177,952.00

**Category: 45 - FED/STATE Total:**

0.00	177,952.00	0.00	0.00	0.00	-177,952.00	100.00%
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**Revenue Total:**

0.00	191,093.00	1,423.01	8,599.71	0.00	-182,493.29	95.50%
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**Expense**

**Category: 52 - SERVICES & SUPPLIES**

<u>01-6033G-16</u>	M&R GROUNDS - PROS DEPT	0.00	0.00	-878.74	0.00	0.00	0.00	0.00 %
<u>01-60800-16</u>	PRO SVS-PROS DEPT	0.00	0.00	0.00	983.75	-983.75	0.00 %	
<u>01-6080M-16</u>	PRO SVC- MISC - PROS DEPT	0.00	0.00	-2,185.00	0.00	0.00	0.00 %	

**Category: 52 - SERVICES & SUPPLIES Total:**

0.00	0.00	-3,063.74	983.75	0.00	-983.75	0.00%
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**Budget Report**

For Fiscal: 2024-2025 Period Ending: 12/31/2024

**Category: 60 - CAPITAL OUTLAY**

01-61700-16

CAP ASSET EXP - PROS DEPT

**Budget Adjustments**

Number	Date	Description	Adjustment
BA0000130	08/26/2024	EAST RANCH RESTROOM	307,612.00
BA0000131	08/26/2024	SKATEPARK	197,414.00

**Category: 60 - CAPITAL OUTLAY Total:**

Original Total Budget	0.00	505,026.00	13,426.36	19,333.84	0.00	485,692.16	96.17%
Current Total Budget	0.00	505,026.00	10,362.62	20,317.59	0.00	484,708.41	95.98%
Expense Total:	0.00	-313,933.00	-8,939.61	-11,717.88	0.00	302,215.12	96.27%
Report Surplus (Deficit):	0.00	-313,933.00	-8,939.61	-11,717.88	0.00	302,215.12	96.27%

**Fund: 01 - GENERAL FUND Surplus (Deficit):**

Original Total Budget	0.00	505,026.00	13,426.36	19,333.84	0.00	485,692.16	96.17%
Current Total Budget	0.00	505,026.00	10,362.62	20,317.59	0.00	484,708.41	95.98%
Expense Total:	0.00	-313,933.00	-8,939.61	-11,717.88	0.00	302,215.12	96.27%
Report Surplus (Deficit):	0.00	-313,933.00	-8,939.61	-11,717.88	0.00	302,215.12	96.27%

## Group Summary

Category...	Original Budget		Current Budget		Period Activity		Fiscal Activity		Encumbrances		Variance	
	Total	Budget	Total	Budget	Activity	Period	Activity	Fiscal	Activity	Encumbrances	Favorable (Unfavorable)	Percent Remaining
<b>Fund: 01 - GENERAL FUND</b>												
<b>Revenue</b>												
43 - OTHER REVENUE	0.00	0.00	13,141.00	0.00	0.00	0.00	8,599.71	0.00	0.00	0.00	-4,541.29	34.56%
44 - PROPERTY TAXES	0.00	0.00	0.00	1,423.01	1,423.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
45 - FED/STATE	0.00	0.00	177,952.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-177,952.00	100.00%
	<b>0.00</b>	<b>0.00</b>	<b>191,093.00</b>	<b>1,423.01</b>	<b>1,423.01</b>	<b>0.00</b>	<b>8,599.71</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-182,493.29</b>	<b>95.50%</b>
<b>Revenue Surplus (Deficit):</b>												
	0.00	0.00	0.00	-3,063.74	-3,063.74	0.00	983.75	0.00	0.00	0.00	-983.75	0.00%
	0.00	0.00	505,026.00	13,426.36	13,426.36	19,333.84	20,317.59	0.00	0.00	0.00	485,692.16	96.17%
	<b>0.00</b>	<b>0.00</b>	<b>505,026.00</b>	<b>10,362.62</b>	<b>10,362.62</b>	<b>20,317.59</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>484,708.41</b>	<b>95.98%</b>
<b>Expense Total:</b>												
	<b>0.00</b>	<b>0.00</b>	<b>-313,933.00</b>	<b>-8,939.61</b>	<b>-8,939.61</b>	<b>-11,717.88</b>	<b>-11,717.88</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>302,215.12</b>	<b>96.27%</b>
<b>Fund: 01 - GENERAL FUND Surplus (Deficit):</b>												
	<b>0.00</b>	<b>0.00</b>	<b>-313,933.00</b>	<b>-8,939.61</b>	<b>-8,939.61</b>	<b>-11,717.88</b>	<b>-11,717.88</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>302,215.12</b>	<b>96.27%</b>
<b>Report Surplus (Deficit):</b>												
	<b>0.00</b>	<b>0.00</b>	<b>-313,933.00</b>	<b>-8,939.61</b>	<b>-8,939.61</b>	<b>-11,717.88</b>	<b>-11,717.88</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>302,215.12</b>	<b>96.27%</b>

### Fund Summary

Fund	Original		Current		Period		Fiscal		Variance	
	Total Budget		Total Budget		Activity		Activity		Favorable	(Unfavorable)
01 - GENERAL FUND	0.00		-313,933.00		-8,939.61		-11,717.88		0.00	302,215.12
<b>Report Surplus (Deficit):</b>	<b>0.00</b>		<b>-313,933.00</b>		<b>-8,939.61</b>		<b>-11,717.88</b>		<b>0.00</b>	<b>302,215.12</b>



# GENERAL FUND ADMINISTRATION - 09



Cambria Community Services District , CA

# Budget Report

## Account Summary

For Fiscal: 2024-2025 Period Ending: 12/31/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance		
						Favorable (Unfavorable)	Percent Remaining	
<b>Fund: 01 - GENERAL FUND</b>								
Revenue								
<b>Category: 42 - FEES</b>								
01-40010-09	200,000.00	200,000.00	0.00	29,173.73	0.00	-170,826.27	85.41 %	
01-40130-09	500.00	500.00	27.00	189.00	0.00	-311.00	62.20 %	
<b>Category: 42 - FEES Total:</b>	<b>200,500.00</b>	<b>200,500.00</b>	<b>27.00</b>	<b>29,362.73</b>	<b>0.00</b>	<b>-171,137.27</b>	<b>85.36%</b>	
<b>Category: 43 - OTHER REVENUE</b>								
01-42000-09	30,000.00	30,000.00	0.00	111,397.00	0.00	81,397.00	371.32 %	
01-43850-09	2,400.00	2,400.00	0.00	600.00	0.00	-1,800.00	75.00 %	
01-43900-09	5,000.00	5,000.00	0.00	-263.36	0.00	-5,263.36	105.27 %	
<b>Category: 43 - OTHER REVENUE Total:</b>	<b>37,400.00</b>	<b>37,400.00</b>	<b>0.00</b>	<b>111,733.64</b>	<b>0.00</b>	<b>74,333.64</b>	<b>198.75%</b>	
<b>Category: 44 - PROPERTY TAXES</b>								
01-43100-09	0.00	0.00	-464,883.31	0.00	0.00	0.00	0.00 %	
01-43120-09	15,366.00	15,366.00	30,732.08	0.00	0.00	-15,366.00	100.00 %	
<b>Category: 44 - PROPERTY TAXES Total:</b>	<b>15,366.00</b>	<b>15,366.00</b>	<b>-434,151.23</b>	<b>0.00</b>	<b>0.00</b>	<b>-15,366.00</b>	<b>100.00%</b>	
<b>Revenue Total:</b>	<b>253,266.00</b>	<b>253,266.00</b>	<b>-434,124.23</b>	<b>141,096.37</b>	<b>0.00</b>	<b>-112,169.63</b>	<b>44.29%</b>	
Expense								
<b>Category: 50 - SALARIES</b>								
01-50000-09	776,652.00	776,652.00	46,758.95	324,148.45	0.00	452,503.55	58.26 %	
01-50100-09	2,000.00	2,000.00	605.14	2,864.68	0.00	-864.68	-43.23 %	
01-50300-09	0.00	0.00	2,700.00	8,800.00	0.00	-8,800.00	0.00 %	
01-50400-09	0.00	0.00	2,407.96	15,074.64	0.00	-15,074.64	0.00 %	
01-50500-09	0.00	0.00	5,839.06	18,168.50	0.00	-18,168.50	0.00 %	
<b>Category: 50 - SALARIES Total:</b>	<b>778,652.00</b>	<b>778,652.00</b>	<b>58,311.11</b>	<b>369,056.27</b>	<b>0.00</b>	<b>409,595.73</b>	<b>52.60%</b>	
<b>Category: 51 - BENEFITS</b>								
01-51020-09	9,114.00	9,114.00	418.71	2,564.35	0.00	6,549.65	71.86 %	
01-51030-09	68,040.00	68,040.00	5,397.41	36,179.94	0.00	31,860.06	46.83 %	
01-51050-09	864.00	864.00	52.32	296.48	0.00	567.52	65.69 %	
01-51060-09	47,653.00	47,653.00	2,168.91	20,786.97	0.00	26,866.03	56.38 %	
01-51070-09	9,550.00	9,550.00	839.46	5,319.32	0.00	4,230.68	44.30 %	
01-51080-09	4,476.00	4,476.00	1,032.23	6,603.94	0.00	-2,127.94	-47.54 %	
01-51090-09	229,901.00	229,901.00	18,087.93	111,093.04	0.00	118,807.96	51.68 %	
01-51200-09	17,150.00	17,150.00	650.00	4,200.00	0.00	12,950.00	75.51 %	
01-51210-09	112,000.00	112,000.00	7,982.34	41,485.39	0.00	70,514.61	62.96 %	



**Budget Report**

For Fiscal: 2024-2025 Period Ending: 12/31/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable) Remaining	Percent Remaining
<u>01-51220-09</u>	14,300.00	14,300.00	900.00	5,850.00	0.00	8,450.00	59.09 %
<b>Category: 51 - BENEFITS Total:</b>							
	<b>513,048.00</b>	<b>513,048.00</b>	<b>37,529.31</b>	<b>234,379.43</b>	<b>0.00</b>	<b>278,668.57</b>	<b>54.32%</b>

**Category: 52 - SERVICES & SUPPLIES**

<u>01-60100-09</u>	500.00	500.00	0.00	236.52	0.00	263.48	52.70 %
<u>01-60111-09</u>	2,000.00	2,000.00	0.00	1,793.83	0.00	206.17	10.31 %
<u>01-6011W-09</u>	3,576.00	3,576.00	0.00	3,576.00	0.00	0.00	0.00 %
<u>01-60300-09</u>	354,781.00	354,781.00	0.00	350,688.79	0.00	4,092.21	1.15 %
<u>01-6033B-09</u>	6,000.00	31,000.00	654.91	24,144.41	0.00	6,855.59	22.11 %

**Budget Adjustments**

Number	Date	Description	Adjustment
BA0000170	09/30/2024	ADM OFFICE MOVE	25,000.00
<u>01-6033G-09</u>		M&R GROUNDS - ADMIN DEPT	5,000.00
<u>01-6041L-09</u>		M&R-VEHICLES-L - ADMIN DEPT	800.00
<u>01-60440-09</u>		M&R-COMPS-SVCS - ADMIN DEPT	129,762.00

**Budget Detail**

Description	Units	Price	Amount	Units	Price	Amount	Units	Price	Amount
M&R-COMP-SVCS	0.00	0.00	111,262.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00
M&R-COMP-SVCS - COMPUTER NETWORK UPDATE	0.00	0.00	15,000.00	0.00	0.00	100.00	0.00	0.00	100.00
M&R-COMP-SVCS - CYBERSECURITY & MICROSOFT LICENSE	0.00	0.00	1,000.00	5,000.52	5,000.52	5,000.52	671.11	1,848.83	3,151.69
M&R-COMP-SVCS - MIERAKI WIFI 3YR LICENSE	0.00	0.00	2,500.00	3,500.00	3,500.00	3,500.00	0.00	0.00	3,500.00
<u>01-60450-09</u>	10,000.00	0.00	10,000.00	0.00	0.00	2,000.00	0.00	23.25	1,976.75
<u>01-60480-09</u>	100.00	100.00	100.00	0.00	0.00	1,000.00	0.00	0.00	1,000.00
<u>01-60500-09</u>	5,000.52	5,000.52	5,000.52	0.00	0.00	10,000.00	0.00	9,973.00	27.00
<u>01-60510-09</u>	3,500.00	3,500.00	3,500.00	0.00	0.00	57,087.48	0.00	33,934.31	23,153.17
<u>01-60520-09</u>	2,000.00	2,000.00	2,000.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00
<u>01-60530-09</u>	1,000.00	1,000.00	1,000.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00
<u>01-60540-09</u>	10,000.00	10,000.00	10,000.00	0.00	0.00	57,087.48	0.00	0.00	57,087.48
<u>01-60550-09</u>	57,087.48	57,087.48	57,087.48	0.00	0.00	0.00	0.00	0.00	0.00
<b>Budget Detail</b>									
<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>
GOVERNMENT FEES & LICENSES	0.00	0.00	25,370.00	0.00	0.00	25,370.00	0.00	0.00	25,370.00
GOVERNMENT FEES & LICENSES - LAFCO	0.00	0.00	31,717.48	0.00	0.00	31,717.48	0.00	0.00	31,717.48
<u>01-6060C-09</u>	6,000.00	6,000.00	6,000.00	493.09	3,259.58	3,259.58	0.00	0.00	2,740.42
<u>01-6060E-09</u>	9,000.00	9,000.00	9,000.00	506.20	4,925.86	4,925.86	0.00	0.00	4,074.14
<u>01-6060G-09</u>	300.00	300.00	300.00	0.00	0.00	300.00	0.00	0.00	300.00
<u>01-6060I-09</u>	6,000.00	6,000.00	6,000.00	1,102.51	3,033.09	3,033.09	0.00	0.00	2,966.91
<u>01-6060P-09</u>	8,000.00	8,000.00	8,000.00	390.29	4,454.62	4,454.62	0.00	0.00	3,545.38
<u>01-6060S-09</u>	623.00	623.00	623.00	0.00	106.38	106.38	0.00	0.00	516.62
<u>01-6060W-09</u>	450.00	450.00	450.00	0.00	61.44	61.44	0.00	0.00	388.56

**Budget Report**

For Fiscal: 2024-2025 Period Ending: 12/31/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable) Remaining	Percent Remaining
<u>01-60700-09</u>	500.00	500.00	148.20	296.40	0.00	203.60	40.72 %
<u>01-60750-09</u>	35,000.00	35,000.00	1,952.00	18,895.32	0.00	16,104.68	46.01 %
<u>01-6080A-09</u>	24,563.00	24,563.00	0.00	2,850.00	0.00	21,713.00	88.40 %
<u>01-6080F-09</u>	24,000.00	24,000.00	1,739.66	8,627.35	0.00	15,372.65	64.05 %
<u>01-6080K-09</u>	259,381.00	259,381.00	13,500.00	94,500.00	0.00	164,881.00	63.57 %
<u>01-6080L-09</u>	100,000.00	100,000.00	11,960.70	64,532.73	38,208.65	-2,741.38	-2.74 %
<u>01-6080M-09</u>	47,500.00	47,500.00	782.02	30,718.40	0.00	16,781.60	35.33 %
<u>01-60860-09</u>	3,500.00	3,500.00	298.20	1,739.10	0.00	1,760.90	50.31 %
<u>01-60900-09</u>	500.00	500.00	309.04	409.80	0.00	90.20	18.04 %
<u>01-60940-09</u>	600.00	600.00	0.00	0.00	0.00	600.00	100.00 %
<u>01-60950-09</u>	1,000.00	1,000.00	0.00	398.84	0.00	601.16	60.12 %
<u>01-60960-09</u>	100.00	100.00	0.00	0.00	0.00	100.00	100.00 %
<u>01-61150-09</u>	50,719.00	50,719.00	1,099.48	22,126.03	0.00	28,592.97	56.38 %
<u>01-6120D-09</u>	5,000.00	5,000.00	0.00	20.00	0.00	4,980.00	99.60 %
<u>01-6120E-09</u>	20,000.00	20,000.00	770.00	7,398.45	0.00	12,601.55	63.01 %
<u>01-6120G-09</u>	5,700.00	5,700.00	0.00	5,645.00	0.00	55.00	0.96 %
<u>01-61240-09</u>	600.00	600.00	223.86	730.88	0.00	-130.88	-21.81 %
<u>01-61250-09</u>	2,000.00	2,000.00	0.00	375.00	0.00	1,625.00	81.25 %
<b>Category: 52 - SERVICES &amp; SUPPLIES Total:</b>	<b>1,202,143.00</b>	<b>1,227,143.00</b>	<b>77,495.40</b>	<b>788,826.62</b>	<b>38,208.65</b>	<b>400,107.73</b>	<b>32.60%</b>

**Category: 60 - CAPITAL OUTLAY**

Budget Detail	Units	Price	Amount
<u>01-61700-09</u>	0.00	0.00	30,000.00
CAP ASSET EXP - ADMIN DEPT			0.00

**Budget Adjustments**

Number	Date	Description	Adjustment
BA0000132	08/30/2024	UPDATE SOUND SYSTEM VETS HALL	20,000.00
<b>Category: 60 - CAPITAL OUTLAY Total:</b>			
			<b>30,000.00</b>

**Category: 80 - ALLOCATED OH**

Number	Date	Description	Adjustment
<u>01-62000-09</u>		ALLOC OVERHEAD - ADMIN DEPT	-2,491,088.00
			-622,772.25
			-1,245,544.50
<b>Category: 80 - ALLOCATED OH Total:</b>			
			<b>-2,491,088.00</b>
			<b>-622,772.25</b>
			<b>-1,245,544.50</b>
<b>Expense Total:</b>			
			<b>32,755.00</b>
			<b>449,436.43</b>
			<b>146,717.82</b>
<b>Fund: 01 - GENERAL FUND Surplus (Deficit):</b>			
			<b>220,511.00</b>
			<b>175,511.00</b>
			<b>15,312.20</b>
<b>Report Surplus (Deficit):</b>			
			<b>220,511.00</b>
			<b>175,511.00</b>
			<b>15,312.20</b>
			<b>-5,621.45</b>
			<b>-38,208.65</b>
			<b>-219,341.10</b>
			<b>-124.97%</b>

## Group Summary

Category...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance		
						Favorable (Unfavorable)	Percent Remaining	
<b>Fund: 01 - GENERAL FUND</b>								
<b>Revenue</b>								
42 - FEES	200,500.00	200,500.00	27.00	29,362.73	0.00	-171,137.27	85.36%	
43 - OTHER REVENUE	37,400.00	37,400.00	0.00	111,733.64	0.00	74,333.64	-198.75%	
44 - PROPERTY TAXES	15,366.00	15,366.00	-434,151.23	0.00	0.00	-15,366.00	100.00%	
	<b>253,266.00</b>	<b>253,266.00</b>	<b>-434,124.23</b>	<b>141,096.37</b>	<b>0.00</b>	<b>-112,169.63</b>	<b>44.29%</b>	
<b>Revenue Surplus (Deficit):</b>								
<b>Expense</b>								
50 - SALARIES	778,652.00	778,652.00	58,311.11	369,056.27	0.00	409,595.73	52.60%	
51 - BENEFITS	513,048.00	513,048.00	37,529.31	234,379.43	0.00	278,668.57	54.32%	
52 - SERVICES & SUPPLIES	1,202,143.00	1,227,143.00	77,495.40	788,826.62	38,208.65	400,107.73	32.60%	
60 - CAPITAL OUTLAY	30,000.00	50,000.00	0.00	0.00	0.00	50,000.00	100.00%	
80 - ALLOCATED OH	-2,491,088.00	-2,491,088.00	-622,772.25	-1,245,544.50	0.00	-1,245,543.50	50.00%	
	<b>32,755.00</b>	<b>77,755.00</b>	<b>-449,436.43</b>	<b>146,717.82</b>	<b>38,208.65</b>	<b>-107,171.47</b>	<b>-137.83%</b>	
<b>Expense Total:</b>								
<b>Fund: 01 - GENERAL FUND Surplus (Deficit):</b>	<b>220,511.00</b>	<b>175,511.00</b>	<b>15,312.20</b>	<b>-5,621.45</b>	<b>-38,208.65</b>	<b>-219,341.10</b>	<b>124.97%</b>	
<b>Report Surplus (Deficit):</b>	<b>220,511.00</b>	<b>175,511.00</b>	<b>15,312.20</b>	<b>-5,621.45</b>	<b>-38,208.65</b>	<b>-219,341.10</b>	<b>124.97%</b>	

### Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance	
						Favorable	(Unfavorable)
01 - GENERAL FUND	220,511.00	175,511.00	15,312.20	-5,621.45	-38,208.65	-219,341.10	
<b>Report Surplus (Deficit):</b>	<b>220,511.00</b>	<b>175,511.00</b>	<b>15,312.20</b>	<b>-5,621.45</b>	<b>-38,208.65</b>	<b>-219,341.10</b>	



# **ENTERPRISE FUND SUMMARY**

**Water – 11**

**Water Reclamation Facility (WRF)**

**Operations – 39**

**WRF Capital – 40**

**Wastewater – 12**



Cambria Community Services District, CA

# Budget Report Group Summary

For Fiscal: 2024-2025 Period Ending: 12/31/2024

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance		
						Favorable (Unfavorable)	Percent Remaining	
<b>Fund: 11 - WATER FUND</b>								
Revenue	4,134,450.00	4,509,450.00	23,290.07	1,510,636.95	0.00	-2,998,813.05	66.50%	
Expense	4,134,450.00	6,656,563.00	488,173.03	1,874,745.54	256,889.06	4,524,928.40	67.98%	
	<b>0.00</b>	<b>-2,147,113.00</b>	<b>-464,882.96</b>	<b>-364,108.59</b>	<b>-256,889.06</b>	<b>1,526,115.35</b>	<b>71.08%</b>	
<b>Fund: 11 - WATER FUND Surplus (Deficit):</b>								
<b>Fund: 12 - WASTEWATER FUND</b>								
Revenue	4,139,641.00	12,416,145.00	22,020.60	1,842,067.87	0.00	-10,574,077.13	85.16%	
Expense	4,081,382.04	12,647,824.04	330,052.01	2,228,683.86	222,692.48	10,196,447.70	80.62%	
	<b>58,258.96</b>	<b>-231,679.04</b>	<b>-308,031.41</b>	<b>-386,615.99</b>	<b>-222,692.48</b>	<b>-377,629.43</b>	<b>-163.00%</b>	
<b>Fund: 12 - WASTEWATER FUND Surplus (Deficit):</b>								
<b>Fund: 39 - WRF OPERATIONS</b>								
Revenue	1,329,000.00	1,329,000.00	-725.65	491,903.67	0.00	-837,096.33	62.99%	
Expense	1,139,000.00	1,852,000.00	49,617.26	474,311.85	0.00	1,377,688.15	74.39%	
	<b>190,000.00</b>	<b>-523,000.00</b>	<b>-50,342.91</b>	<b>17,591.82</b>	<b>0.00</b>	<b>540,591.82</b>	<b>103.36%</b>	
<b>Fund: 40 - WRF CAPITAL</b>								
Expense	190,000.00	553,700.00	4,592.30	26,977.36	0.00	526,722.64	95.13%	
	<b>190,000.00</b>	<b>553,700.00</b>	<b>4,592.30</b>	<b>26,977.36</b>	<b>0.00</b>	<b>526,722.64</b>	<b>95.13%</b>	
<b>Fund: 40 - WRF CAPITAL Total:</b>								
	<b>58,258.96</b>	<b>-3,455,492.04</b>	<b>-827,849.58</b>	<b>-760,110.12</b>	<b>-479,581.54</b>	<b>2,215,800.38</b>	<b>64.12%</b>	
<b>Report Surplus (Deficit):</b>								

## Fund Summary

Fund	Original Budget		Current Budget		Period Activity		Fiscal Activity		Encumbrances		Variance	
	Total		Total		Activity		Activity		Activity		Favorable	(Unfavorable)
11 - WATER FUND	0.00		-2,147,113.00		-464,882.96		-364,108.59		-256,889.06		1,526,115.35	
12 - WASTEWATER FUND	58,258.96		-231,679.04		-308,031.41		-386,615.99		-222,692.48		-377,629.43	
39 - WRF OPERATIONS	190,000.00		-523,000.00		-50,342.91		17,591.82		0.00		540,591.82	
40 - WRF CAPITAL	-190,000.00		-553,700.00		-4,592.30		-26,977.36		0.00		526,722.64	
<b>Report Surplus (Deficit):</b>	<b>58,258.96</b>		<b>-3,455,492.04</b>		<b>-827,849.58</b>		<b>-760,110.12</b>		<b>-479,581.54</b>		<b>2,215,800.38</b>	



# **WATER FUND**

## **WATER - 11**





Cambria Community Services District , CA

# Budget Report

## Account Summary

For Fiscal: 2024-2025 Period Ending: 12/31/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 11 - WATER FUND</b>							
<b>Revenue</b>							
<b>Category: 40 - SALES</b>							
<u>11-40000-11</u>	3,811,000.00	3,811,000.00	-1,716.81	1,363,767.53	0.00	-2,447,232.47	64.21 %
	<b>3,811,000.00</b>	<b>3,811,000.00</b>	<b>-1,716.81</b>	<b>1,363,767.53</b>	<b>0.00</b>	<b>-2,447,232.47</b>	<b>64.21%</b>
<b>Category: 41 - PENALTIES</b>							
<u>11-40070-11</u>	500.00	500.00	0.00	610.00	0.00	110.00	122.00 %
<u>11-40100-11</u>	30,000.00	30,000.00	-36.06	10,768.46	0.00	-19,231.54	64.11 %
	<b>30,500.00</b>	<b>30,500.00</b>	<b>-36.06</b>	<b>11,378.46</b>	<b>0.00</b>	<b>-19,121.54</b>	<b>62.69%</b>
<b>Category: 42 - FEES</b>							
<u>11-40080-11</u>	3,000.00	3,000.00	115.50	1,270.50	0.00	-1,729.50	57.65 %
<u>11-40140-11</u>	500.00	500.00	0.00	0.00	0.00	-500.00	100.00 %
<u>11-40500-10</u>	3,000.00	3,000.00	0.00	2,250.21	0.00	-749.79	24.99 %
<u>11-41010-10</u>	60,000.00	60,000.00	0.00	58,696.00	0.00	-1,304.00	2.17 %
<u>11-41100-10</u>	15,000.00	15,000.00	0.00	10,770.00	0.00	-4,230.00	28.20 %
<u>11-41240-10</u>	3,000.00	3,000.00	0.00	927.60	0.00	-2,072.40	69.08 %
<u>11-41240-11</u>	0.00	0.00	0.00	750.00	0.00	750.00	0.00 %
<u>11-43730-11</u>	2,000.00	2,000.00	110.00	1,092.00	0.00	-908.00	45.40 %
	<b>86,500.00</b>	<b>86,500.00</b>	<b>225.50</b>	<b>75,756.31</b>	<b>0.00</b>	<b>-10,743.69</b>	<b>12.42%</b>
<b>Category: 43 - OTHER REVENUE</b>							
<u>11-42000-11</u>	27,450.00	27,450.00	0.00	0.00	0.00	-27,450.00	100.00 %
<u>11-43900-11</u>	1,000.00	1,000.00	0.00	3,390.96	0.00	2,390.96	339.10 %
	<b>28,450.00</b>	<b>28,450.00</b>	<b>0.00</b>	<b>3,390.96</b>	<b>0.00</b>	<b>-25,059.04</b>	<b>88.08%</b>
<b>Category: 44 - PROPERTY TAXES</b>							
<u>11-43600-11</u>	178,000.00	178,000.00	24,817.44	56,343.69	0.00	-121,656.31	68.35 %
	<b>178,000.00</b>	<b>178,000.00</b>	<b>24,817.44</b>	<b>56,343.69</b>	<b>0.00</b>	<b>-121,656.31</b>	<b>68.35%</b>

**Budget Report**

For Fiscal: 2024-2025 Period Ending: 12/31/2024

**Category: 45 - FED/STATE**

Budget Adjustments		Adjustment		Original		Current		Period		Fiscal		Variance	
Date	Description	Total Budget	Total Budget	Activity	Encumbrances	Favorable (Unfavorable)	Remaining	Percent					
08/30/2024	STUART STREET TANK - GRANT	375,000.00											
08/30/2024	STUART STREET TANK - GRANT	-375,000.00											
08/30/2024	STUART STREET TANK - GRANT	-375,000.00											
<b>Category: 45 - FED/STATE Total:</b>		<b>0.00</b>	<b>375,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-375,000.00</b>	<b>100.00 %</b>						

**Expense**

**Category: 50 - SALARIES**

Date	Description	Total Budget	Total Budget	Activity	Encumbrances	Favorable (Unfavorable)	Remaining	Percent
08/30/2024	STUART STREET TANK - GRANT	375,000.00						
08/30/2024	STUART STREET TANK - GRANT	-375,000.00						
08/30/2024	STUART STREET TANK - GRANT	-375,000.00						
<b>Category: 50 - SALARIES Total:</b>		<b>644,705.00</b>	<b>644,705.00</b>	<b>39,799.14</b>	<b>0.00</b>	<b>295,418.55</b>	<b>54.18%</b>	

**Category: 51 - BENEFITS**

Date	Description	Total Budget	Total Budget	Activity	Encumbrances	Favorable (Unfavorable)	Remaining	Percent
08/30/2024	STUART STREET TANK - GRANT	375,000.00						
08/30/2024	STUART STREET TANK - GRANT	-375,000.00						
08/30/2024	STUART STREET TANK - GRANT	-375,000.00						
<b>Category: 51 - BENEFITS Total:</b>		<b>644,705.00</b>	<b>644,705.00</b>	<b>39,799.14</b>	<b>0.00</b>	<b>295,418.55</b>	<b>54.18%</b>	

**Category: 52 - SERVICES & SUPPLIES**

Date	Description	Total Budget	Total Budget	Activity	Encumbrances	Favorable (Unfavorable)	Remaining	Percent
08/30/2024	STUART STREET TANK - GRANT	375,000.00						
08/30/2024	STUART STREET TANK - GRANT	-375,000.00						
08/30/2024	STUART STREET TANK - GRANT	-375,000.00						
<b>Category: 52 - SERVICES &amp; SUPPLIES Total:</b>		<b>396,596.00</b>	<b>396,596.00</b>	<b>28,548.70</b>	<b>0.00</b>	<b>219,281.01</b>	<b>55.29%</b>	

**Budget Report**

For Fiscal: 2024-2025 Period Ending: 12/31/2024

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable) Remaining	Percent Remaining
<a href="#">11-6031P-11</a>	M&R WTR PUMPS - WATER DEPT	30,000.00	30,000.00	893.89	902.22	0.00	29,097.78	96.99 %
<a href="#">11-6031Q-11</a>	SR3 WELL - WATER DEPT	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	100.00 %
<a href="#">11-6031R-11</a>	M&R WTR SR-4 - WATER DEPT	15,000.00	15,000.00	0.00	5,612.17	0.00	9,387.83	62.59 %
<a href="#">11-6031S-11</a>	M&R WTR STORAGE - WATER DEPT	156,705.00	156,705.00	1,241.26	5,622.84	0.00	151,082.16	96.41 %

**Budget Detail**

Description	Units	Price	Amount
M&R WATER STORAGE TANKS	0.00	0.00	4,700.00
M&R WATER STORAGE TANKS - ANNUAL INSPECTION FISCAL	0.00	0.00	10,000.00
M&R WATER STORAGE TANKS - ANNUAL INSPECTION PINE K	0.00	0.00	10,700.00
M&R WATER STORAGE TANKS - ANNUAL MAINTENANCE & REH	0.00	0.00	31,305.00
M&R WTR STORAGE - MAINT INTERIOR/EXTERIOR	0.00	0.00	100,000.00

[11-6031T-11](#)

M&R WTR TREATMT - WATER DEPT

**Budget Detail**

Description	Units	Price	Amount
M&R WTR TREATMT	0.00	0.00	3,000.00
M&R WTR TREATMT - DISTRIBUTION LINE TYGON	0.00	0.00	1,000.00

[11-6031W-11](#)

M&R WTR WELLS - WATER DEPT

**Budget Detail**

Description	Units	Price	Amount
M&R WTR WELLS	0.00	0.00	10,792.00
M&R WTR WELLS - FLOW METER VERIFICATION	0.00	0.00	2,000.00

[11-6033B-11](#)

M&R BUILDINGS - WATER DEPT

[11-6033G-11](#)

M&R GROUNDS - WATER DEPT

[11-6033Z-11](#)

M&R STORM DAMAGE JANUARY 2021

[11-6035L-11](#)

M&R - LEAK REP - WATER DEPT

[11-6035R-11](#)

M&R - ROAD REP - WATER DEPT

[11-6035V-11](#)

VALVE RAISING - WATER DEPT

[11-60360-11](#)

M&R-EMERGENCY - WATER DEPT

[11-60370-11](#)

M&R SCADA - WATER DEPT

[11-60400-11](#)

M&R - EQUIPMENT - WATER DEPT

[11-6041L-11](#)

M&R-VEHICLES-L - WATER DEPT

[11-6041N-11](#)

M&R-VEHICLES-N - WATER DEPT

[11-60440-11](#)

M&R-COMPS-SVCS - WATER DEPT

[11-60450-11](#)

COMP SUPP&PARTS - WATER DEPT

[11-60480-11](#)

SECURITY & SAFETY - WATER DEPT

[11-60500-11](#)

OFFICE SUPPLIES - WATER DEPT

[11-60510-10](#)

POSTAGE & SHIP - RESOURCE CNSRVN

[11-60510-11](#)

POSTAGE & SHIP - WATER DEPT

[11-60530-11](#)

PRINTING/FORMS - WATER DEPT

[11-60540-10](#)

M&RSH DUES,PUBS - RESOURCE CNSRVN

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable) Remaining	Percent Remaining
	4,000.00	4,000.00	0.00	1,089.54	0.00	2,910.46	72.76 %
	12,792.00	12,792.00	1,600.00	4,818.29	0.00	7,973.71	62.33 %
	14,789.00	14,789.00	300.00	1,914.46	0.00	12,874.54	87.05 %
	30,000.00	30,000.00	0.00	5,527.87	0.00	24,472.13	81.57 %
	25,000.00	25,000.00	5,331.70	15,969.40	0.00	9,030.60	36.12 %
	20,000.00	20,000.00	3,934.13	5,205.78	0.00	14,794.22	73.97 %
	74,329.96	74,329.96	370.96	19,160.79	25,919.09	29,250.08	39.35 %
	5,150.00	5,150.00	0.00	0.00	0.00	5,150.00	100.00 %
	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	100.00 %
	55,000.00	55,000.00	2,885.03	8,016.10	0.00	46,983.90	85.43 %
	10,000.00	10,000.00	1,154.12	6,348.55	0.00	3,651.45	36.51 %
	15,000.00	15,000.00	841.69	5,208.96	0.00	9,791.04	65.27 %
	4,000.00	4,000.00	0.00	1,894.33	0.00	2,105.67	52.64 %
	1,000.00	1,000.00	97.80	729.87	0.00	270.13	27.01 %
	8,571.00	8,571.00	0.00	0.00	0.00	8,571.00	100.00 %
	11,800.00	11,800.00	0.00	377.43	0.00	11,422.57	96.80 %
	2,000.00	2,000.00	73.43	114.19	0.00	1,885.81	94.29 %
	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	100.00 %
	7,000.00	7,000.00	1,040.83	3,673.93	0.00	3,326.07	47.52 %
	2,000.00	2,000.00	0.00	130.17	0.00	1,869.83	93.49 %
	4,000.00	4,000.00	0.00	3,126.65	0.00	873.35	21.83 %

**Budget Report**

**For Fiscal: 2024-2025 Period Ending: 12/31/2024**

		Original	Current	Period	Fiscal	Encumbrances	Variance	Percent
		Total Budget	Total Budget	Activity	Activity		(Unfavorable)	Remaining
<u>11-60540-11</u>	MBRSH DUES,PUBS - WATER DEPT	1,000.00	1,000.00	0.00	581.00	0.00	419.00	41.90 %
<u>11-60550-11</u>	GOVT FEES & LIC - WATER DEPT	45,000.00	45,000.00	33,375.63	43,965.04	0.00	1,034.96	2.30 %
<u>11-6060C-11</u>	UTILITIES CELL - WATER DEPT	3,100.00	3,100.00	300.60	1,649.11	0.00	1,450.89	46.80 %
<u>11-6060E-11</u>	UTILITIES ELEC - WATER DEPT	195,500.00	195,500.00	15,963.49	112,401.58	0.00	83,098.42	42.51 %
<u>11-6060G-11</u>	UTILITIES GAS - WATER DEPT	1,200.00	1,200.00	64.78	178.84	0.00	1,021.16	85.10 %
<u>11-6060I-11</u>	UTILITS INTRNET - WATER DEPT	6,000.00	6,000.00	559.02	2,708.98	0.00	3,291.02	54.85 %
<u>11-6060P-11</u>	UTILITIES PHONE - WATER DEPT	6,000.00	6,000.00	492.08	2,678.66	0.00	3,321.34	55.36 %
<u>11-6060S-11</u>	UTILITIES SEWER - WATER DEPT	2,200.00	2,200.00	0.00	118.68	0.00	2,081.32	94.61 %
<u>11-60630-11</u>	M&R COMMUN EQP - WATER DEPT	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	100.00 %
<u>11-60780-11</u>	LAND LEASE - WATER DEPT	55,000.00	55,000.00	0.00	19,422.75	0.00	35,577.25	64.69 %
<u>11-6080E-11</u>	PRO SVC- ENGRNG - WATER DEPT	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	100.00 %
<u>11-6080G-11</u>	PRO SVC- GIS DV - WATER DEPT	1,000.00	1,000.00	0.00	360.00	0.00	640.00	64.00 %
<u>11-6080I-11</u>	PRO SVC- LEGAL - WATER DEPT	0.00	0.00	0.00	5,000.00	0.00	-5,000.00	0.00 %
<u>11-6080M-10</u>	PRO SVC- MISC - RESOURCE CNSRVN	2,500.00	2,500.00	0.00	4,000.00	0.00	-1,500.00	-60.00 %
<u>11-6080M-11</u>	PRO SVC- MISC - WATER DEPT	78,000.00	41,135.00	1,993.95	33,475.07	8,277.50	-617.57	-1.50 %

**Budget Detail**

Description	Units	Price	Amount
PROF SVC - GRANT WRITER	0.00	0.00	20,000.00
PROF SVC - MISC/OTHER	0.00	0.00	28,000.00
PROF SVC - WATERSHED REPORT	0.00	0.00	30,000.00

**Budget Adjustments**

Number	Date	Description	Adjustment
BA0000171	09/30/2024	CDP PERMIT BUDGET INCREASE	-36,865.00
<u>11-6080I-11</u>		PROF SERV-TEMP - WATER DEPT	5,000.00
<u>11-6080V-10</u>		VOL LOT MERGER - RESOURCE CNSRVN	1,000.00
<u>11-6080V-11</u>		VOL LOT MERGER - WATER DEPT	3,500.00
<u>11-60900-11</u>		DEPT OP SUPPLY - WATER DEPT	15,000.00
<u>11-60910-11</u>		LAB TESTS - WATER DEPT	22,000.00
<u>11-6091C-11</u>		OP SUP-CHEMICAL - WATER DEPT	20,000.00
<u>11-6091G-11</u>		CALIBRATION - WATER DEPT	20,000.00
<u>11-60920-11</u>		LAB SUPPLIES - WATER DEPT	5,000.00
<u>11-60930-11</u>		SMALL TOOLS/EQP - WATER DEPT	4,000.00
<u>11-60940-11</u>		CLOTH/UNIFORM - WATER DEPT	4,500.00
<u>11-60950-11</u>		OFFICE FURN/EQP - WATER DEPT	1,000.00
<u>11-60960-11</u>		FUEL - WATER DEPT	15,000.00
<u>11-61150-11</u>		MEETING EXPENSE - WATER DEPT	500.00
<u>11-6120E-11</u>		TVL,TRN,SEM-EMP - WATER DEPT	10,000.00
<u>11-61240-11</u>		EMPLOYEE RECOGNITION	200.00
<u>11-61250-11</u>		EMPLOY RECRUIT - WATER DEPT	2,000.00
<u>11-66100-10</u>		RETROFIT PGM - RESOURCE CNSRVN	700.00

**Budget Report**

For Fiscal: 2024-2025 Period Ending: 12/31/2024

Description	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
REBATE PROGRAM - RESOURCE CNSRVN	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	100.00 %
<b>Budget Detail</b>							
REBATE PROGRAM - DEVELOPMENT OF NEW REBATE PROGRAM	0.00	3,000.00					
<b>Category: 52 - SERVICES &amp; SUPPLIES Total:</b>							
	1,280,225.96	1,243,360.96	86,412.24	412,619.93	34,196.59	796,544.44	64.06%

Description	Units	Price	Amount
CAP ASSET EXP - WATER DEPT	448	0.00	3,006,978.00
<b>Budget Detail</b>			
FUEL TANK AND COMPUTER REPLACEMENT	0.00	0.00	25,000.00
INCREASE - RODEO GROUNDS PUMP STATION	0.00	0.00	68,000.00
INCREASE - SERVICE LINE REGULATIONS	0.00	0.00	30,000.00
LEIMERT FENCE	0.00	0.00	30,000.00
RODEO GROUNDS ATS	0.00	0.00	25,000.00
SAN SIMEON WELL 2 PULL	0.00	0.00	150,000.00
SR 3 REHAB	0.00	0.00	100,000.00
STUART STREET STATION ROOF	0.00	0.00	10,000.00
WELL FIELD GATE	0.00	0.00	10,000.00

Number	Date	Description	Adjustment
BA0000173	08/23/2024	SCADA IMPROVEMENT PROJECT	108,592.00
BA0000133	08/30/2024	COVER FOR SHELTERING EQUIPMENT	15,000.00
BA0000138	08/30/2024	DESIGN & PERMIT SSWF TRAN MAIN @	532,322.00
BA0000141	08/30/2024	LEAD AND COPPER SERVICE LINE REGUL	20,000.00
BA0000134	08/30/2024	MODULAR OFFICE BUILDING FOR PLAN	10,000.00
BA0000139	08/30/2024	PINEY WAY EROSION CONTROL	10,000.00
BA0000140	08/30/2024	REMOTE MONITORING EQUIPMENT SS	15,000.00
BA0000143	08/30/2024	RODEO GROUNDS PUMP STATION GENI	62,000.00
BA0000137	08/30/2024	SCADA IMPROVEMENT PROJECT	108,592.00
BA0000142	08/30/2024	SOURCE WATER ASSESSMENT	10,000.00
BA0000135	08/30/2024	STUART STREET TANK REHABILITATION	752,517.00
BA0000136	08/30/2024	WATER METER REPLACEMENT	914,955.00

Category: 60 - CAPITAL OUTLAY	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
<b>Budget Adjustments</b>							
	448,000.00	3,006,978.00	32,114.45	386,795.07	222,692.47	2,397,490.46	79.73 %
<b>Category: 60 - CAPITAL OUTLAY Total:</b>							
	448,000.00	3,006,978.00	32,114.45	386,795.07	222,692.47	2,397,490.46	79.73%

Category: 70 - DEBT SERVICE	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
<b>Budget Adjustments</b>							
	34,278.75	34,278.75	0.00	0.00	0.00	34,278.75	100.00 %
<b>Category: 70 - DEBT SERVICE Total:</b>							
	125,450.29	125,450.29	0.00	0.00	0.00	125,450.29	100.00 %
<b>Category: 70 - DEBT SERVICE Total:</b>							
	159,729.04	159,729.04	0.00	0.00	0.00	159,729.04	100.00%

**Budget Report**

For Fiscal: 2024-2025 Period Ending: 12/31/2024

**Category: 80 - ALLOCATED OH**

ALLOC OVERHEAD - WATER DEPT

11-62000-11

**Budget Detail**

Description	Units	Price	Amount	Original Budget		Current Budget		Period Activity	Fiscal Activity	Encumbrances	Variance	
				Total	Budget	Total	Budget				Favorable (Unfavorable)	Remaining
ADMINISTRATIVE COST ALLOCATION - WRF FUND	0.00	0.00	352,140.00	1,205,194.00	1,205,194.00	301,298.50	602,597.00	602,597.00	0.00	602,597.00	50.00 %	
ADMINISTRATIVE COST ALLOCATION - WRF-C FUND	0.00	0.00	117,380.00									
ADMINISTRATIVE COST ALLOCATION - WATER DEPARTMENT	0.00	0.00	735,674.00									
<b>Category: 80 - ALLOCATED OH Total:</b>				<b>1,205,194.00</b>	<b>1,205,194.00</b>	<b>301,298.50</b>	<b>602,597.00</b>	<b>602,597.00</b>	<b>0.00</b>	<b>602,597.00</b>	<b>50.00%</b>	
<b>Expense Total:</b>				<b>4,134,450.00</b>	<b>6,656,563.00</b>	<b>488,173.03</b>	<b>1,874,745.54</b>	<b>256,889.06</b>	<b>4,524,928.40</b>	<b>67.98%</b>		
<b>Fund: 11 - WATER FUND Surplus (Deficit):</b>				<b>0.00</b>	<b>-2,147,113.00</b>	<b>-464,882.96</b>	<b>-364,108.59</b>	<b>-256,889.06</b>	<b>1,526,115.35</b>	<b>71.08%</b>		
<b>Report Surplus (Deficit):</b>				<b>0.00</b>	<b>-2,147,113.00</b>	<b>-464,882.96</b>	<b>-364,108.59</b>	<b>-256,889.06</b>	<b>1,526,115.35</b>	<b>71.08%</b>		

# Group Summary

Category...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance		Percent Remaining
						Favorable	(Unfavorable)	
<b>Fund: 11 - WATER FUND</b>								
<b>Revenue</b>								
40 - SALES	3,811,000.00	3,811,000.00	-1,716.81	1,363,767.53	0.00	-2,447,232.47	64.21%	
41 - PENALTIES	30,500.00	30,500.00	-36.06	11,378.46	0.00	-19,121.54	62.69%	
42 - FEES	86,500.00	86,500.00	225.50	75,756.31	0.00	-10,743.69	12.42%	
43 - OTHER REVENUE	28,450.00	28,450.00	0.00	3,390.96	0.00	-25,059.04	88.08%	
44 - PROPERTY TAXES	178,000.00	178,000.00	24,817.44	56,343.69	0.00	-121,656.31	68.35%	
45 - FED/STATE	0.00	375,000.00	0.00	0.00	0.00	-375,000.00	100.00%	
	<b>4,134,450.00</b>	<b>4,509,450.00</b>	<b>23,290.07</b>	<b>1,510,636.95</b>	<b>0.00</b>	<b>-2,998,813.05</b>	<b>66.50%</b>	
<b>Revenue Surplus (Deficit):</b>								
<b>Expense</b>								
50 - SALARIES	644,705.00	644,705.00	39,799.14	295,418.55	0.00	349,286.45	54.18%	
51 - BENEFITS	396,596.00	396,596.00	28,548.70	177,314.99	0.00	219,281.01	55.29%	
52 - SERVICES & SUPPLIES	1,280,225.96	1,243,360.96	86,412.24	412,619.93	34,196.59	796,544.44	64.06%	
60 - CAPITAL OUTLAY	448,000.00	3,006,978.00	32,114.45	386,795.07	222,692.47	2,397,490.46	79.73%	
70 - DEBT SERVICE	159,729.04	159,729.04	0.00	0.00	0.00	159,729.04	100.00%	
80 - ALLOCATED OH	1,205,194.00	1,205,194.00	301,298.50	602,597.00	0.00	602,597.00	50.00%	
	<b>4,134,450.00</b>	<b>6,656,563.00</b>	<b>488,173.03</b>	<b>1,874,745.54</b>	<b>256,889.06</b>	<b>4,524,928.40</b>	<b>67.98%</b>	
	<b>0.00</b>	<b>-2,147,113.00</b>	<b>-464,882.96</b>	<b>-364,108.59</b>	<b>-256,889.06</b>	<b>1,526,115.35</b>	<b>71.08%</b>	
<b>Fund: 11 - WATER FUND Surplus (Deficit):</b>								
	<b>0.00</b>	<b>-2,147,113.00</b>	<b>-464,882.96</b>	<b>-364,108.59</b>	<b>-256,889.06</b>	<b>1,526,115.35</b>	<b>71.08%</b>	
<b>Report Surplus (Deficit):</b>								

### Fund Summary

Fund	Original		Current		Period		Fiscal		Variance	
	Total Budget		Total Budget		Activity		Activity		Favorable	(Unfavorable)
11 - WATER FUND	0.00		-2,147,113.00		-464,882.96		-364,108.59		-256,889.06	1,526,115.35
<b>Report Surplus (Deficit):</b>	<b>0.00</b>		<b>-2,147,113.00</b>		<b>-464,882.96</b>		<b>-364,108.59</b>		<b>-256,889.06</b>	<b>1,526,115.35</b>





**WATER FUND**  
**WRF OPERATIONS – 39**  
**WRF CAPITAL - 40**



Cambria Community Services District , CA

# Budget Report

## Account Summary

For Fiscal: 2024-2025 Period Ending: 12/31/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable) Remaining	Percent Remaining
<b>Fund: 39 - WRF OPERATIONS</b>							
<b>Revenue</b>							
<b>Category: 40 - SALES</b>							
<u>39-40430-25</u>	1,321,000.00	1,321,000.00	-725.65	491,903.67	0.00	-829,096.33	62.76 %
WRF BASE COM LD - WTR.SUSTAIN.OP.							
<b>Category: 40 - SALES Total:</b>	<b>1,321,000.00</b>	<b>1,321,000.00</b>	<b>-725.65</b>	<b>491,903.67</b>	<b>0.00</b>	<b>-829,096.33</b>	<b>62.76%</b>
<b>Category: 43 - OTHER REVENUE</b>							
<u>39-42000-25</u>	8,000.00	8,000.00	0.00	0.00	0.00	-8,000.00	100.00 %
INTEREST INCOME - WTR.SUSTAIN.OP.							
<b>Category: 43 - OTHER REVENUE Total:</b>	<b>8,000.00</b>	<b>8,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-8,000.00</b>	<b>100.00%</b>
<b>Revenue Total:</b>	<b>1,329,000.00</b>	<b>1,329,000.00</b>	<b>-725.65</b>	<b>491,903.67</b>	<b>0.00</b>	<b>-837,096.33</b>	<b>62.99%</b>
<b>Expense</b>							
<b>Category: 50 - SALARIES</b>							
<u>39-50000-25</u>	142,430.00	142,430.00	8,645.13	57,492.25	0.00	84,937.75	59.63 %
SALARY & WAGES - WTR.SUSTAIN.OP.							
<u>39-50100-25</u>	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	100.00 %
OVERTIME - WTR.SUSTAIN.OP.							
<u>39-50400-25</u>	0.00	0.00	255.78	2,139.24	0.00	-2,139.24	0.00 %
SICK/VAC PAY - WTR.SUSTAIN.OP.							
<u>39-50500-25</u>	0.00	0.00	1,097.48	3,557.62	0.00	-3,557.62	0.00 %
HOLIDAY - WTR.SUSTAIN.OP.							
<b>Category: 50 - SALARIES Total:</b>	<b>143,430.00</b>	<b>143,430.00</b>	<b>9,998.39</b>	<b>63,189.11</b>	<b>0.00</b>	<b>80,240.89</b>	<b>55.94%</b>
<b>Category: 51 - BENEFITS</b>							
<u>39-51010-25</u>	0.00	0.00	0.00	80.00	0.00	-80.00	0.00 %
UNIFORM ALLOWNC - WTR.SUSTAIN.OP.							
<u>39-51020-25</u>	1,369.00	1,369.00	184.67	1,013.26	0.00	355.74	25.99 %
DENTAL INSUR - WTR.SUSTAIN.OP.							
<u>39-51030-25</u>	13,583.00	13,583.00	1,408.35	7,918.20	0.00	5,664.80	41.71 %
MED-PERS-CARE - WTR.SUSTAIN.OP.							
<u>39-51050-25</u>	171.00	171.00	10.21	61.11	0.00	109.89	64.26 %
LIFE INSURANCE - WTR.SUSTAIN.OP.							
<u>39-51060-25</u>	8,749.00	8,749.00	567.58	3,851.08	0.00	4,897.92	55.98 %
FICA - WTR.SUSTAIN.OP.							
<u>39-51070-25</u>	1,749.00	1,749.00	143.57	911.57	0.00	837.43	47.88 %
MEDICARE - WTR.SUSTAIN.OP.							
<u>39-51080-25</u>	1,884.00	1,884.00	6.80	38.65	0.00	1,845.35	97.95 %
WORKERS COMP - WTR.SUSTAIN.OP.							
<u>39-51090-25</u>	37,940.00	37,940.00	3,438.20	18,991.65	0.00	18,948.35	49.94 %
RETIREMENT-PERS - WTR.SUSTAIN.OP.							
<u>39-51200-25</u>	2,335.00	2,335.00	180.25	1,167.50	0.00	1,167.50	50.00 %
OTHER EMP BENE - WTR.SUSTAIN.OP.							
<u>39-51220-25</u>	1,586.00	1,586.00	85.99	558.96	0.00	1,027.04	64.76 %
MEDICAL REIMBRS - WTR.SUSTAIN.OP.							
<b>Category: 51 - BENEFITS Total:</b>	<b>69,366.00</b>	<b>69,366.00</b>	<b>6,025.62</b>	<b>34,591.98</b>	<b>0.00</b>	<b>34,774.02</b>	<b>50.13%</b>
<b>Category: 52 - SERVICES &amp; SUPPLIES</b>							
<u>39-6031P-11</u>	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	100.00 %
M&R WTR PUMPS - WATER DEPT							
<u>39-6033B-25</u>	20,000.00	20,000.00	0.00	70.00	0.00	19,930.00	99.65 %
M&R BUILDINGS - WTR.SUSTAIN.OP.							
<u>39-6033G-11</u>	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	100.00 %
M&R GROUNDS - WATER DEPT							
<u>39-6041L-25</u>	1,136.00	1,136.00	0.00	0.00	0.00	1,136.00	100.00 %
M&R-VEHICLES-L - WTR.SUSTAIN.OP.							
<u>39-60440-11</u>	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	100.00 %
M&R-COMPS-SVCS - WATER DEPT							

Budget Report

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
M&R-COMPS-SVCS - WTR.SUSTAIN.OP.	0.00	0.00	0.00	120.00	0.00	-120.00	0.00 %
GOVT FEES & LIC - WTR.SUSTAIN.OP.	40,000.00	40,000.00	31,835.00	32,335.00	0.00	7,665.00	19.16 %
UTILITIES CELL - WTR.SUSTAIN.OP.	1,100.00	1,100.00	87.34	524.04	0.00	575.96	52.36 %
UTILITIES ELEC - WTR.SUSTAIN.OP.	20,000.00	20,000.00	1,084.87	7,819.34	0.00	12,180.66	60.90 %
PRO SVC MISC - WTR.SUSTAIN.OP.	45,000.00	45,000.00	335.77	653.76	0.00	44,346.24	98.55 %

Budget Detail

Description	Units	Price	Amount
PRO SVC - MISC/OTHER	0.00	0.00	25,000.00
PROF SVC - H2O INNOVATIONS ONSITE TRAINING MEDIA I	0.00	0.00	20,000.00
DEPT OP SUPPLY - WTR.SUSTAIN.OP.	39,543.12	39,543.12	39,543.12
LAB TESTS - WTR.SUSTAIN.OP.	15,000.00	15,000.00	15,000.00
OP SUP-CHEMICAL - WTR.SUSTAIN.OP.	20,000.00	20,000.00	20,000.00
BASELINE MON - WTR.SUSTAIN.OP.	20,000.00	20,000.00	20,000.00
LAB SUPPLIES - WTR.SUSTAIN.OP.	2,000.00	2,000.00	2,000.00
FUEL - WTR.SUSTAIN.OP.	2,000.00	2,000.00	2,000.00
WRF - 2 MONTH RESERVE FOR OPS	0.00	0.00	713,000.00

Budget Adjustments

Number	Date	Description	Adjustment
BA0000164	08/30/2024	2 MO OPERATING RESERVE	713,000.00

<b>Category: 70 - DEBT SERVICE</b>			
39-6180L-25		INT WRF LOAN - WTR.SUSTAIN.OP.	224,829.88
39-6180P-25		PRIN WRF LOAN - WTR.SUSTAIN.OP.	434,595.00
<b>Category: 70 - DEBT SERVICE Total:</b>			<b>659,424.88</b>
<b>Expense Total:</b>			<b>1,139,000.00</b>
<b>Fund: 39 - WRF OPERATIONS Surplus (Deficit):</b>			<b>-50,342.91</b>
<b>Report Surplus (Deficit):</b>			<b>-50,342.91</b>

<b>Category: 52 - SERVICES &amp; SUPPLIES Total:</b>			
			<b>266,779.12</b>
			<b>33,593.25</b>
			<b>46,818.80</b>
			<b>0.00</b>
			<b>932,960.32</b>
			<b>95.22%</b>

## Group Summary

Category...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance		
						Favorable (Unfavorable)	Percent Remaining	
<b>Fund: 39 - WRF OPERATIONS</b>								
Revenue								
40 - SALES	1,321,000.00	1,321,000.00	-725.65	491,903.67	0.00	-829,096.33	62.76%	
43 - OTHER REVENUE	8,000.00	8,000.00	0.00	0.00	0.00	-8,000.00	100.00%	
	<b>1,329,000.00</b>	<b>1,329,000.00</b>	<b>-725.65</b>	<b>491,903.67</b>	<b>0.00</b>	<b>-837,096.33</b>	<b>62.99%</b>	
Revenue Surplus (Deficit):								
Expense								
50 - SALARIES	143,430.00	143,430.00	9,998.39	63,189.11	0.00	80,240.89	55.94%	
51 - BENEFITS	69,366.00	69,366.00	6,025.62	34,591.98	0.00	34,774.02	50.13%	
52 - SERVICES & SUPPLIES	266,779.12	979,779.12	33,593.25	46,818.80	0.00	932,960.32	95.22%	
70 - DEBT SERVICE	659,424.88	659,424.88	0.00	329,711.96	0.00	329,712.92	50.00%	
	<b>1,139,000.00</b>	<b>1,852,000.00</b>	<b>49,617.26</b>	<b>474,311.85</b>	<b>0.00</b>	<b>1,377,688.15</b>	<b>74.39%</b>	
Expense Total:								
<b>Fund: 39 - WRF OPERATIONS Surplus (Deficit):</b>	<b>190,000.00</b>	<b>-523,000.00</b>	<b>-50,342.91</b>	<b>17,591.82</b>	<b>0.00</b>	<b>540,591.82</b>	<b>103.36%</b>	
<b>Report Surplus (Deficit):</b>	<b>190,000.00</b>	<b>-523,000.00</b>	<b>-50,342.91</b>	<b>17,591.82</b>	<b>0.00</b>	<b>540,591.82</b>	<b>103.36%</b>	

### Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance
						Favorable (Unfavorable)
39 - WRF OPERATIONS	190,000.00	-523,000.00	-50,342.91	17,591.82	0.00	540,591.82
<b>Report Surplus (Deficit):</b>	<b>190,000.00</b>	<b>-523,000.00</b>	<b>-50,342.91</b>	<b>17,591.82</b>	<b>0.00</b>	<b>540,591.82</b>



Cambria Community Services District , CA

# Budget Report

## Account Summary

For Fiscal: 2024-2025 Period Ending: 12/31/2024

**Fund: 40 - WRF CAPITAL**

**Expense**

**Category: 60 - CAPITAL OUTLAY**

CAP ASSET EXP - WRF - CAP.PROJ.

40-61700-30

Budget Detail		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
		190,000.00	553,700.00	4,592.30	26,977.36	0.00	526,722.64	95.13 %
<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>					
WRF CAP - UPDATE CHEMICAL PUMPS	0.00	0.00	50,000.00					
WRF CAP - UV BALLASTS	0.00	0.00	60,000.00					
WRF CAP - UV BULBS	0.00	0.00	80,000.00					

**Budget Adjustments**

Number	Date	Description	Adjustment
BA0000147	08/30/2024	CDP PERMIT MODELING, DESIGN AND E	1,962.00
BA0000146	08/30/2024	REVISION TO INSTREAM FLOW STUDY	27,969.00
BA0000145	08/30/2024	SECTION 7 ESA CONSULTANTS	96,904.00
BA0000144	08/30/2024	TRAILER FILLSTATION	200,000.00
BA0000171	09/30/2024	CDP PERMIT BUDGET INCREASE	36,865.00

**Category: 60 - CAPITAL OUTLAY Total:**

Expense Total:

**Fund: 40 - WRF CAPITAL Total:**

Report Total:

190,000.00	553,700.00	4,592.30	26,977.36	0.00	526,722.64	95.13%
190,000.00	553,700.00	4,592.30	26,977.36	0.00	526,722.64	95.13%
190,000.00	553,700.00	4,592.30	26,977.36	0.00	526,722.64	95.13%
190,000.00	553,700.00	4,592.30	26,977.36	0.00	526,722.64	95.13%

Budget Report

For Fiscal: 2024-2025 Period Ending: 12/31/2024

## Group Summary

Category...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance	
						Favorable (Unfavorable)	Percent Remaining
	190,000.00	553,700.00	4,592.30	26,977.36	0.00	526,722.64	95.13%
<b>Expense Total:</b>	<b>190,000.00</b>	<b>553,700.00</b>	<b>4,592.30</b>	<b>26,977.36</b>	<b>0.00</b>	<b>526,722.64</b>	<b>95.13%</b>
<b>Fund: 40 - WRF CAPITAL</b>	<b>190,000.00</b>	<b>553,700.00</b>	<b>4,592.30</b>	<b>26,977.36</b>	<b>0.00</b>	<b>526,722.64</b>	<b>95.13%</b>
<b>Report Total:</b>	<b>190,000.00</b>	<b>553,700.00</b>	<b>4,592.30</b>	<b>26,977.36</b>	<b>0.00</b>	<b>526,722.64</b>	<b>95.13%</b>

Fund: 40 - WRF CAPITAL  
Expense  
60 - CAPITAL OUTLAY

### Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance	
						Favorable (Unfavorable)	Percent Remaining
40 - WRF CAPITAL	190,000.00	553,700.00	4,592.30	26,977.36	0.00	526,722.64	95.13%
<b>Report Total:</b>	<b>190,000.00</b>	<b>553,700.00</b>	<b>4,592.30</b>	<b>26,977.36</b>	<b>0.00</b>	<b>526,722.64</b>	<b>95.13%</b>





# WASTEWATER FUND

## WASTEWATER – 12



Cambria Community Services District , CA

# Budget Report

## Account Summary

For Fiscal: 2024-2025 Period Ending: 12/31/2024

Fund: 12 - WASTEWATER FUND		Original	Current	Period	Fiscal	Encumbrances	Variance	Percent
Revenue		Total Budget	Total Budget	Activity	Activity		Favorable	Remaining
Category: 40 - SALES							(Unfavorable)	
12-40000-12		3,975,000.00	3,975,000.00	111.20	1,353,719.26	0.00	-2,621,280.74	65.94 %
SERVICE SALES - WASTEWATER DEPT								
<b>Category: 40 - SALES Total:</b>		<b>3,975,000.00</b>	<b>3,975,000.00</b>	<b>111.20</b>	<b>1,353,719.26</b>	<b>0.00</b>	<b>-2,621,280.74</b>	<b>65.94%</b>
Category: 43 - OTHER REVENUE								
12-42000-12		4,000.00	4,000.00	0.00	0.00	0.00	-4,000.00	100.00 %
INTEREST INCOME - WASTEWATER DEPT								
12-43900-12		20,000.00	20,000.00	0.00	-778.37	0.00	-20,778.37	103.89 %
MISC. REVENUE - WASTEWATER DEPT								
<b>Category: 43 - OTHER REVENUE Total:</b>		<b>24,000.00</b>	<b>24,000.00</b>	<b>0.00</b>	<b>-778.37</b>	<b>0.00</b>	<b>-24,778.37</b>	<b>103.24%</b>
Category: 44 - PROPERTY TAXES								
12-43100-12		25,000.00	25,000.00	6,801.70	7,536.43	0.00	-17,463.57	69.85 %
PROPERTY TAX - WASTEWATER DEPT								
12-43110-12		-359.00	-359.00	0.00	0.00	0.00	359.00	0.00 %
SB2557 TAX - WASTEWATER DEPT								
12-43600-12		116,000.00	116,000.00	15,107.70	35,993.55	0.00	-80,006.45	68.97 %
AVAILABILITY - WASTEWATER DEPT								
<b>Category: 44 - PROPERTY TAXES Total:</b>		<b>140,641.00</b>	<b>140,641.00</b>	<b>21,909.40</b>	<b>43,529.98</b>	<b>0.00</b>	<b>-97,111.02</b>	<b>69.05%</b>
Category: 46 - LOAN PROCEEDS								
12-43980-12		0.00	8,276,504.00	0.00	445,597.00	0.00	-7,830,907.00	94.62 %
LOAN PROCEEDS - WW COP 2022A BONDS								
<b>Budget Adjustments</b>								
<b>Number</b>	<b>Date</b>	<b>Description</b>	<b>Adjustment</b>					
BA0000165	08/30/2024	FUNDING FROM BOND PROCEEDS	8,276,504.00					
BA0000168	08/30/2024	FUNDING FROM BOND PROCEEDS	-8,276,504.00					
BA0000168	08/30/2024	FUNDING FROM BOND PROCEEDS	-8,276,504.00					
<b>Category: 46 - LOAN PROCEEDS Total:</b>		<b>0.00</b>	<b>8,276,504.00</b>	<b>0.00</b>	<b>445,597.00</b>	<b>0.00</b>	<b>-7,830,907.00</b>	<b>94.62%</b>
<b>Revenue Total:</b>		<b>4,139,641.00</b>	<b>12,416,145.00</b>	<b>22,020.60</b>	<b>1,842,067.87</b>	<b>0.00</b>	<b>-10,574,077.13</b>	<b>85.16%</b>
Expense								
Category: 50 - SALARIES								
12-50000-12		731,601.00	731,601.00	34,847.09	253,602.22	0.00	477,998.78	65.34 %
SALARY & WAGES - WASTEWATER DEPT								
12-50100-12		25,000.00	25,000.00	992.85	14,376.89	0.00	10,623.11	42.49 %
OVERTIME - WASTEWATER DEPT								
12-50200-12		18,250.00	18,250.00	1,000.00	7,700.00	0.00	10,550.00	57.81 %
STANDBY TIME - WASTEWATER DEPT								
12-50400-12		0.00	0.00	2,407.26	28,119.47	0.00	-28,119.47	0.00 %
SICK/VAC PAY - WASTEWATER DEPT								
12-50500-12		0.00	0.00	5,334.31	16,050.67	0.00	-16,050.67	0.00 %
HOLIDAY - WASTEWATER DEPT								
<b>Category: 50 - SALARIES Total:</b>		<b>774,851.00</b>	<b>774,851.00</b>	<b>44,581.51</b>	<b>319,849.25</b>	<b>0.00</b>	<b>455,001.75</b>	<b>58.72%</b>
Category: 51 - BENEFITS								
12-51010-12		2,800.00	2,800.00	0.00	2,800.00	0.00	0.00	0.00 %
UNIFORM ALLOWNWC - WASTEWATER DEPT								

**Budget Report**

For Fiscal: 2024-2025 Period Ending: 12/31/2024

	Original		Current	Period	Fiscal	Encumbrances	Variance		
	Total Budget	Total Budget					Activity	Activity	(Unfavorable)
<a href="#">12-51020-12</a>	13,253.00	13,253.00	873.81	5,379.46	0.00	7,873.54	59.41 %		
<a href="#">12-51030-12</a>	126,978.00	126,978.00	9,787.78	55,505.98	0.00	71,472.02	56.29 %		
<a href="#">12-51050-12</a>	1,151.00	1,151.00	59.09	383.07	0.00	767.93	66.72 %		
<a href="#">12-51060-12</a>	47,257.00	47,257.00	2,626.33	19,580.25	0.00	27,676.75	58.57 %		
<a href="#">12-51070-12</a>	9,406.00	9,406.00	625.03	4,589.99	0.00	4,816.01	51.20 %		
<a href="#">12-51080-12</a>	41,531.00	41,531.00	523.94	3,019.26	0.00	38,511.74	92.73 %		
<a href="#">12-51090-12</a>	191,893.00	191,893.00	16,315.24	99,278.48	0.00	92,614.52	48.26 %		
<a href="#">12-51200-12</a>	6,215.00	6,215.00	440.25	2,907.50	0.00	3,307.50	53.22 %		
<a href="#">12-51210-12</a>	39,345.00	39,345.00	4,684.10	24,463.50	0.00	14,881.50	37.82 %		
<a href="#">12-51220-12</a>	13,387.00	13,387.00	766.02	5,279.08	0.00	8,107.92	60.57 %		
<b>Category: 51 - BENEFITS Total:</b>									
	<b>493,216.00</b>	<b>493,216.00</b>	<b>36,701.59</b>	<b>223,186.57</b>	<b>0.00</b>	<b>270,029.43</b>	<b>54.75%</b>		

**Category: 52 - SERVICES & SUPPLIES**

<a href="#">12-6031T-12</a>	0.00	0.00	0.00	1,043.92	0.00	-1,043.92	0.00 %	
<a href="#">12-6032C-12</a>	78,000.00	78,000.00	178.87	178.87	0.00	77,821.13	99.77 %	

**Budget Detail**

Description	Units	Price	Amount
M&R WW COLLECTION	0.00	0.00	60,000.00
M&R WW COLLECTION -LIFT STATION FOG TRTM	0.00	0.00	18,000.00
<a href="#">12-6032D-12</a>	7,000.00	7,000.00	7,000.00
<a href="#">12-6032G-12</a>	15,000.00	15,000.00	15,000.00
<a href="#">12-6032L-12</a>	15,000.00	15,000.00	15,000.00
<a href="#">12-6032M-12</a>	70,000.00	70,000.00	70,000.00
<a href="#">12-6032S-12</a>	100,000.00	100,000.00	100,000.00
<a href="#">12-6032T-12</a>	75,000.00	75,000.00	75,000.00

**Budget Detail**

Description	Units	Price	Amount
M&R WASTEWATER TREATMENT PLANT	0.00	0.00	5,000.00
M&R WASTEWATER TREATMENT PLANT - COAT & PAINT HAND	0.00	0.00	20,000.00
M&R WASTEWATER TREATMENT PLANT - EQUIP & MOTOR REP	0.00	0.00	50,000.00
<a href="#">12-6033B-12</a>	15,000.00	15,000.00	15,000.00
<a href="#">12-6033G-12</a>	15,150.00	15,150.00	15,150.00
<a href="#">12-6033Z-12</a>	5,000.00	5,000.00	5,000.00
<a href="#">12-60350-12</a>	61,800.00	61,800.00	61,800.00
<a href="#">12-60370-12</a>	3,635.00	3,635.00	3,635.00
<a href="#">12-6041L-12</a>	5,211.00	5,211.00	5,211.00
<a href="#">12-6041N-12</a>	5,150.00	5,150.00	5,150.00
<a href="#">12-6041V-12</a>	4,500.00	4,500.00	4,500.00
<a href="#">12-60440-11</a>	1,500.00	1,500.00	1,500.00
<a href="#">12-60440-12</a>	0.00	0.00	0.00
<a href="#">12-60450-12</a>	11,695.00	11,695.00	11,695.00

**Budget Report**

For Fiscal: 2024-2025 Period Ending: 12/31/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance	
						Favorable (Unfavorable)	Percent Remaining
SECURITY & SAFTY - WASTEWATER DEPT	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	100.00 %
OFFICE SUPPLIES - WASTEWATER DEPT	3,680.00	3,680.00	91.95	140.19	0.00	3,539.81	96.19 %
POSTAGE & SHIP - WASTEWATER DEPT	5,000.00	5,000.00	1,040.83	3,152.89	0.00	1,847.11	36.94 %
PRINTING/FORMS - WASTEWATER DEPT	700.00	700.00	0.00	0.00	0.00	700.00	100.00 %
MBRSH DUES,PUBS - WASTEWATER DEPT	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	100.00 %
GOVT FEES & LIC - WASTEWATER DEPT	127,000.00	127,000.00	32,150.00	34,411.56	0.00	92,588.44	72.90 %
UTILITIES CELL - WASTEWATER DEPT	3,142.00	3,142.00	280.83	1,570.33	0.00	1,571.67	50.02 %
UTILITIES ELEC - WASTEWATER DEPT	400,000.00	400,000.00	28,206.81	204,508.71	0.00	195,491.29	48.87 %
UTILITIES GAS - WASTEWATER DEPT	3,500.00	3,500.00	64.78	178.84	0.00	3,321.16	94.89 %
UTILITS INTRNET - WASTEWATER DEPT	8,000.00	8,000.00	559.03	2,709.00	0.00	5,291.00	66.14 %
UTILITIES PHONE - WASTEWATER DEPT	8,500.00	8,500.00	519.70	2,578.94	0.00	5,921.06	69.66 %
UTILITIES WATER - WASTEWATER DEPT	9,000.00	9,000.00	0.00	1,560.31	0.00	7,439.69	82.66 %
EQUIP RENTAL - WASTEWATER DEPT	1,093.00	1,093.00	0.00	0.00	0.00	1,093.00	100.00 %
PRO SVC- GIS DV - WASTEWATER DEPT	1,000.00	1,000.00	0.00	360.00	0.00	640.00	64.00 %
PRO SVC- MISC - WASTEWATER DEPT	13,754.00	13,754.00	243.95	1,055.07	0.00	12,698.93	92.33 %
<b>Budget Detail</b>							
<b>Description</b>	<b>Units</b>	<b>Price</b>	<b>Amount</b>				
PROF SVC	0.00	0.00	3,754.00				
PROF SVC - IMPLEMENT FATS, OIL GREASE (FOG) PROGRA	0.00	0.00	10,000.00				
<b>Category: 52 - SERVICES &amp; SUPPLIES Total:</b>							
	<b>1,162,000.00</b>	<b>1,162,000.00</b>	<b>93,696.91</b>	<b>390,459.64</b>	<b>0.00</b>	<b>771,540.36</b>	<b>66.40%</b>
12-6080T-12		1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
12-60900-12		575.00	575.00	0.00	64.66	510.34	88.75 %
12-60910-12		35,000.00	35,000.00	4,410.00	21,352.30	13,647.70	38.99 %
12-6091C-12		5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
12-60920-12		6,930.00	6,930.00	51.09	401.79	6,528.21	94.20 %
12-60930-12		1,000.00	1,000.00	53.90	247.81	752.19	75.22 %
12-60940-12		3,500.00	3,500.00	1,261.93	2,044.62	1,455.38	41.58 %
12-60960-12		18,785.00	18,785.00	1,077.89	2,464.47	16,320.53	86.88 %
12-61150-12		200.00	200.00	0.00	0.00	200.00	100.00 %
12-6120E-12		6,500.00	6,500.00	169.00	2,190.51	4,309.49	66.30 %
12-61250-12		6,000.00	6,000.00	2,437.50	3,323.50	2,676.50	44.61 %

**Budget Report**

For Fiscal: 2024-2025 Period Ending: 12/31/2024

**Category: 60 - CAPITAL OUTLAY**

12-61700-12 CAP ASSET EXP - WASTEWATER DEPT

Budget Detail		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable) Remaining	Percent Remaining
Description		80,000.00	369,938.00	-5,424.25	59,969.31	222,692.48	87,276.21	23.59 %
WW CAP ASSET - EV TRUCK	Units	0.00	55,000.00					
WW CAP ASSET - FUEL TANK/COMPUTER REPLACE	Amount	0.00	25,000.00					

**Budget Adjustments**

Number	Date	Description	Adjustment
BA0000151	08/30/2024	ENG FOR GRAVITY REPLACEMENT FOR L	40,000.00
BA0000152	08/30/2024	LIFT STATION B-3 - NEW CONTROL PANI	60,000.00
BA0000148	08/30/2024	LIFT STATION IMPROVEMENTS	149,938.00
BA0000150	08/30/2024	NEW POLYMER SKID FOR SLUDGE PRES:	25,000.00
BA0000149	08/30/2024	SECURITY IMPROVEMENTS	15,000.00

12-61701-12

CAP ASSET - WW ECM 1 FLOW EQUAL IMPV	0.00	2,615,470.00	0.00	268,307.55	0.00	2,347,162.45	89.74 %
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**Budget Adjustments**

Number	Date	Description	Adjustment
BA0000153	08/30/2024	ECM - 1 FLOW EQUAL IMPROVEMENTS	2,615,470.00

12-61703-12

CAP ASSET - WW ECM 3 MLW AERATION BASIN UPGRD	0.00	1,595,519.00	0.00	1,712.36	0.00	1,593,806.64	99.89 %
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**Budget Adjustments**

Number	Date	Description	Adjustment
BA0000154	08/30/2024	ECM - 3 MLW AERATION BASIN UPGRAI	1,595,519.00

12-61704-12

CAP ASSET - WW ECM 4 BLOWER REPLACEMENT	0.00	357,761.00	0.00	75,562.49	0.00	282,198.51	78.88 %
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**Budget Adjustments**

Number	Date	Description	Adjustment
BA0000155	08/30/2024	ECM - 4 BLOWER REPLACEMENT	357,761.00

12-61705-12

CAP ASSET - WW ECM 5 RAS & WAS IMPV	0.00	687,983.00	0.00	0.00	0.00	687,983.00	100.00 %
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**Budget Adjustments**

Number	Date	Description	Adjustment
BA0000156	08/30/2024	ECM - 5 RAS & WAS IMPROVEMENT	687,983.00

12-61706-12

CAP ASSET - WW ECM 7 ELECTRICAL IMPV SERVICE PANEL	0.00	410,287.00	0.00	101,726.96	0.00	308,560.04	75.21 %
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**Budget Adjustments**

Number	Date	Description	Adjustment
BA0000157	08/30/2024	ECM - 7 ELECTRICAL IMPROVEMENT SEI	410,287.00

12-61707-12

CAP ASSET - WW ECM 8 GENERATOR REPLACEMENT	0.00	548,072.00	0.00	0.00	0.00	548,072.00	100.00 %
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Budget Adjustments		Date	Description	Adjustment	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Remaining
BA0000158		08/30/2024	EMC - 8 GENERATOR REPLACEMENT	548,072.00							
<u>12-61708-12</u>			CAP ASSET - WW ECM 9 SCADA SYSTEM UPGRADE	0.00	795,701.00	795,701.00	0.00	0.00	0.00	795,701.00	100.00 %
<b>Budget Adjustments</b>				<b>Adjustment</b>							
BA0000159		08/30/2024	ECM - 9 SCADA SYSTEM UPGRADE	795,701.00							
<u>12-61709-12</u>			CAP ASSET - WW ECM 12 IMPV TO WW LIFT STATIONS	0.00	1,265,711.00	1,265,711.00	0.00	0.00	0.00	1,265,711.00	100.00 %
<b>Budget Adjustments</b>				<b>Adjustment</b>							
BA0000160		08/30/2024	ECM - 12 IMPROVEMENT TO WW LIFT S	1,265,711.00							
<b>Category: 70 - DEBT SERVICE</b>				<b>Adjustment</b>							
<u>12-61800-12</u>					<b>80,000.00</b>	<b>8,646,442.00</b>	<b>-5,424.25</b>	<b>507,278.67</b>	<b>222,692.48</b>	<b>7,916,470.85</b>	<b>91.56%</b>
<b>Budget Detail</b>											
PRINCIPAL - WASTEWATER DEPT					102,743.00	102,743.00	0.00	0.00	0.00	102,743.00	100.00 %
<b>Budget Detail</b>											
INTEREST - INTERFUND LOAN				Units	Price	Amount					
PRINCIPAL - INTERFUND LOAN				0.00	0.00	3,847.00					
<u>12-61801-12</u>											
INTEREST - WW COP 2022A BOND				591,100.00	591,100.00	591,100.00	0.00	299,127.50	0.00	291,972.50	49.39 %
<u>12-61802-12</u>											
PRINCIPAL - WW COP 2022A BONDS				155,000.00	155,000.00	155,000.00	0.00	155,000.00	0.00	0.00	0.00 %
<u>12-6180H-12</u>											
INTEREST TRUCK - WASTEWATER DEPT				2,420.05	2,420.05	2,420.05	0.00	521.39	0.00	1,898.66	78.46 %
<b>Budget Detail</b>											
INTEREST - MUNI FINANCE VAC TRUCK				Units	Price	Amount					
PRINCIPAL/TRUCK - WASTEWATER DEPT				0.00	0.00	2,420.05					
<u>12-6180L-12</u>											
PRINCIPAL/TRUCK - WASTEWATER DEPT				78,066.99	78,066.99	78,066.99	0.00	12,268.34	0.00	65,798.65	84.28 %
<b>Budget Detail</b>											
PRINCIPAL - MUNI FINANCE VAC TRUCK				Units	Price	Amount					
PRINCIPAL - MUNI FINANCE VAC TRUCK				0.00	0.00	78,066.99					
<b>Category: 70 - DEBT SERVICE Total:</b>					<b>929,330.04</b>	<b>929,330.04</b>	<b>0.00</b>	<b>466,917.23</b>	<b>0.00</b>	<b>462,412.81</b>	<b>49.76%</b>
<b>Category: 80 - ALLOCATED OH</b>											
<u>12-62000-12</u>											
ALLOC OVERHEAD - WASTEWATER DEPT				641,985.00	641,985.00	641,985.00	160,496.25	320,992.50	0.00	320,992.50	50.00 %
<b>Category: 80 - ALLOCATED OH Total:</b>					<b>641,985.00</b>	<b>641,985.00</b>	<b>160,496.25</b>	<b>320,992.50</b>	<b>0.00</b>	<b>320,992.50</b>	<b>50.00%</b>
<b>Expense Total:</b>				<b>4,081,382.04</b>	<b>12,647,824.04</b>	<b>330,052.01</b>	<b>2,228,683.86</b>	<b>222,692.48</b>	<b>10,196,447.70</b>	<b>80.62%</b>	
<b>Fund: 12 - WASTEWATER FUND Surplus (Deficit):</b>				<b>58,258.96</b>	<b>-231,679.04</b>	<b>-308,031.41</b>	<b>-386,615.99</b>	<b>-222,692.48</b>	<b>-377,629.43</b>	<b>-163.00%</b>	
<b>Report Surplus (Deficit):</b>				<b>58,258.96</b>	<b>-231,679.04</b>	<b>-308,031.41</b>	<b>-386,615.99</b>	<b>-222,692.48</b>	<b>-377,629.43</b>	<b>-163.00%</b>	

# Group Summary

Category...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance		Percent Remaining
						Favorable (Unfavorable)	Remaining	
<b>Fund: 12 - WASTEWATER FUND</b>								
<b>Revenue</b>								
40 - SALES	3,975,000.00	3,975,000.00	111.20	1,353,719.26	0.00	-2,621,280.74	65.94%	
43 - OTHER REVENUE	24,000.00	24,000.00	0.00	-778.37	0.00	-24,778.37	103.24%	
44 - PROPERTY TAXES	140,641.00	140,641.00	21,909.40	43,529.98	0.00	-97,111.02	69.05%	
46 - LOAN PROCEEDS	0.00	8,276,504.00	0.00	445,597.00	0.00	-7,830,907.00	94.62%	
	<b>4,139,641.00</b>	<b>12,416,145.00</b>	<b>22,020.60</b>	<b>1,842,067.87</b>	<b>0.00</b>	<b>-10,574,077.13</b>	<b>85.16%</b>	
<b>Revenue Surplus (Deficit):</b>								
<b>Expense</b>								
50 - SALARIES	774,851.00	774,851.00	44,581.51	319,849.25	0.00	455,001.75	58.72%	
51 - BENEFITS	493,216.00	493,216.00	36,701.59	223,186.57	0.00	270,029.43	54.75%	
52 - SERVICES & SUPPLIES	1,162,000.00	1,162,000.00	93,696.91	390,459.64	0.00	771,540.36	66.40%	
60 - CAPITAL OUTLAY	80,000.00	8,646,442.00	-5,424.25	507,278.67	222,692.48	7,916,470.85	91.56%	
70 - DEBT SERVICE	929,330.04	929,330.04	0.00	466,917.23	0.00	462,412.81	49.76%	
80 - ALLOCATED OH	641,985.00	641,985.00	160,496.25	320,992.50	0.00	320,992.50	50.00%	
	<b>4,081,382.04</b>	<b>12,647,824.04</b>	<b>330,052.01</b>	<b>2,228,683.86</b>	<b>222,692.48</b>	<b>10,196,447.70</b>	<b>80.62%</b>	
	<b>Expense Total:</b>							
	<b>58,258.96</b>	<b>-231,679.04</b>	<b>-308,031.41</b>	<b>-386,615.99</b>	<b>-222,692.48</b>	<b>-377,629.43</b>	<b>-163.00%</b>	
<b>Fund: 12 - WASTEWATER FUND Surplus (Deficit):</b>								
	<b>58,258.96</b>	<b>-231,679.04</b>	<b>-308,031.41</b>	<b>-386,615.99</b>	<b>-222,692.48</b>	<b>-377,629.43</b>	<b>-163.00%</b>	
<b>Report Surplus (Deficit):</b>								

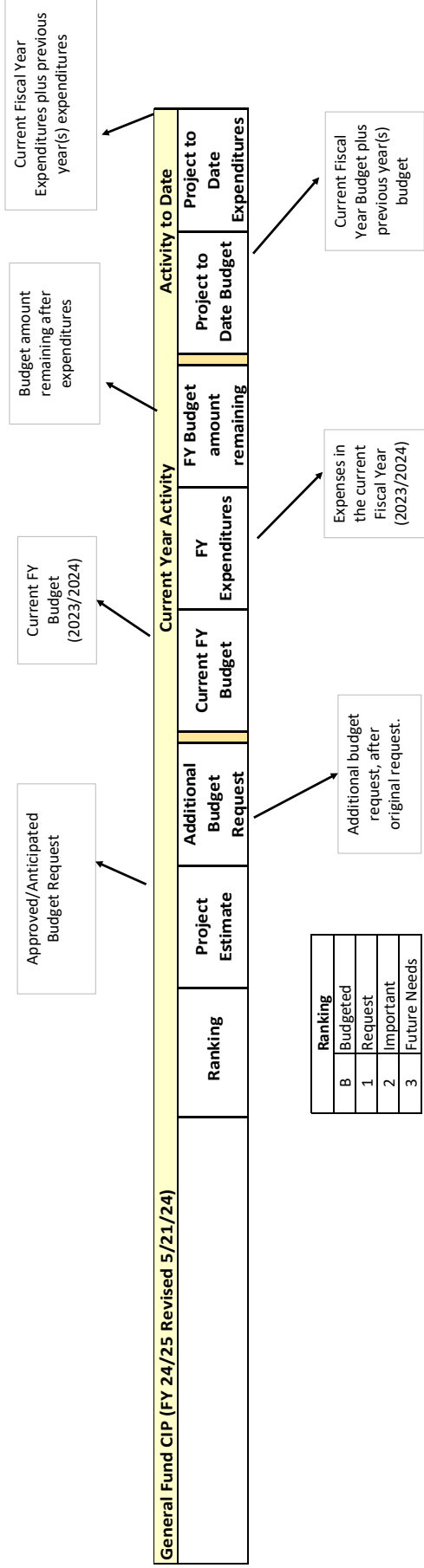
## Fund Summary

Fund	Original		Current		Period		Fiscal		Variance	
	Total Budget		Total Budget		Activity		Activity		Favorable	(Unfavorable)
12 - WASTEWATER FUND	58,258.96		-231,679.04		-308,031.41		-386,615.99		-222,692.48	-377,629.43
<b>Report Surplus (Deficit):</b>	<b>58,258.96</b>		<b>-231,679.04</b>		<b>-308,031.41</b>		<b>-386,615.99</b>		<b>-222,692.48</b>	<b>-377,629.43</b>





# CAPITAL IMPROVEMENT PROGRAM



Ranking	
B	Budgeted
1	Request
2	Important
3	Future Needs

Capital Improvement Program Timeline	
January	Departments Submit new project requests to the General Manager
February	List is presented to Resources & Infrastructure (R&I)
April	Changes are made and brought back to R&I if necessary
May	CIP list is incorporated in Preliminary Budget presentation to Finance Committee
June	Preliminary Budget including the CIP list is presented to the Board
July	Changes are made if necessary
August	Final budget including all project roll forwards and reserve balances are submitted to the Board

A	B	C	D	E	F	G	H	I	J	K
General Fund CIP (FY 24/25 Revised 12/31/2024)										
	Ranking	Project Estimate	Additional Budget Request	Current FY Budget	FY Expenditures	FY Budget amount remaining	Project to Date Budget	Project to Date Expenditures	Activity to Date	
<b>Administration Department Projects</b>										
3	3	\$ 30,000		\$ -	\$ -	\$ -	\$ 30,000	\$ -		
4										
5										
6		\$ 30,000		\$ -	\$ -	\$ -	\$ 30,000	\$ -		
7										
<b>Facilities &amp; Resources/PROS Projects</b>										
8	B	\$ 1,200,000	\$ -	\$ 197,414	\$ 13,559	\$ 183,855	\$ 1,200,000	\$ 112,970		
9	B	\$ 549,432	\$ -	\$ 307,612	\$ 5,775	\$ 301,837	\$ 549,432	\$ 247,595		
10	B	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000	\$ -		
11	2	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
12	2	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
13	2	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
14										
15	3	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
16	3	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
17	3	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
18	3	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
19	3	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
20	3	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
21	3	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
22		\$ 3,339,432	\$ -	\$ 555,026	\$ 19,334	\$ 485,692	\$ 1,799,432	\$ 360,565		
<b>Fire Department Projects</b>										
23										
24	B	\$ 15,000		\$ 15,000	\$ 4,085	\$ 10,915	\$ 15,000	\$ 4,085		
25	2	\$ 150,000		\$ -	\$ -	\$ -	\$ 150,000	\$ -		
26	1	\$ 15,000		\$ 15,000	\$ 12,765	\$ 2,235	\$ 15,000	\$ 12,765		
27	2	\$ 1,500,000		\$ -	\$ -	\$ -	\$ 1,500,000	\$ -		
28	2	\$ 21,000		\$ -	\$ -	\$ -	\$ 21,000	\$ -		
29	2	\$ 40,000		\$ -	\$ -	\$ -	\$ 40,000	\$ -		
30	3	\$ 600,000		\$ -	\$ -	\$ -	\$ 600,000	\$ -		
31	3	\$ 12,000		\$ -	\$ -	\$ -	\$ 12,000	\$ -		
32										
33	3	\$ 45,000		\$ -	\$ -	\$ -	\$ -	\$ -		
34	3	\$ 450,000		\$ -	\$ -	\$ -	\$ -	\$ -		

	A	B	C	D	E	F	G	H	I	J	K
	General Fund CIP (FY 24/25 Revised 12/31/2024)										
	Current Year Activity										
	Ranking	Project Estimate	Additional Budget Request	Current FY Budget	FY Expenditures	FY Budget amount remaining	Project to Date Budget	Project to Date Expenditures	Project to Date Budget	Project to Date Expenditures	
2											
35	3	\$ 220,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
36	3	\$ 50,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
37	3	\$ 500,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
38	3	\$ 70,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
39	<b>Subtotal</b>	<b>\$ 3,688,000</b>		<b>\$ 30,000</b>	<b>\$ 16,850</b>	<b>\$ 13,150</b>	<b>\$ 2,353,000</b>	<b>\$ 16,850</b>	<b>\$ 2,353,000</b>	<b>\$ 16,850</b>	<b>\$ 16,850</b>
40	<b>GRAND TOTAL</b>										
41	Budgeted (B)	\$ 1,814,432									
42	Priority 1	\$ -									
43	Priority 2	\$ 2,851,000									
44	Priority 3	\$ 2,377,000									
45	Total	\$ 7,042,432									
46	<b>Completed Projects</b>	<b>Project Estimate</b>		<b>Current FY Budget</b>	<b>FY Expenditures</b>	<b>FY Budget amount remaining</b>	<b>Project to Date Budget</b>	<b>Project to Date Expenditures</b>	<b>Project to Date Budget</b>	<b>Project to Date Expenditures</b>	
47	F350 Truck - Replace 1999 F150 Truck	\$ 40,000		\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	
48	Electric Vehicle Charging Station (Vets Hall)	\$ 22,272		\$ -	\$ -	\$ -	\$ 22,272	\$ 22,272	\$ 22,272	\$ 22,272	
49	Re-Roof - Vets Hall American Legion Kitchen Area	\$ 15,000		\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	
50	Tyler Incode	\$ 76,050		\$ -	\$ -	\$ -	\$ 76,050	\$ 76,050	\$ 76,050	\$ 76,050	
51	Electric Vehicle Charging Station (East Village Parking Lot)	\$ 43,941	\$ -	\$ 24,831	\$ 24,831	\$ -	\$ 43,941	\$ 43,941	\$ 43,941	\$ 43,941	
52	Radio System Upgrade Phase 2	\$ 79,097	\$ -	\$ 79,097	\$ 68,671	\$ 10,426	\$ 79,097	\$ 68,671	\$ 79,097	\$ 68,671	

	A	B	C	D	E	F	G	H	I	J	K
	<b>Water CIP (FY 24/25 Revised 12/31/2024)</b>										
	<b>Current Year Activity</b>										
	Ranking	Project Estimate	Additional Budget Request	Current FY Budget	FY Expenditures	FY Budget amount remaining	Project to Date Budget	Project to Date Expenditures			
1											
2											
3											
4											
5	B	\$ 526,500	\$ -	\$ 484,376	\$ -	\$ 238,558	\$ 526,500	\$ -	\$ -	\$ -	\$ -
6	B	\$ 680,000	\$ -	\$ 430,579	\$ -	\$ -	\$ 680,000	\$ -	\$ -	\$ -	\$ 287,942
7	2	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 680,000
8											
9	B	\$ 600,000	\$ -	\$ 532,322	\$ 24,956	\$ 507,366	\$ 600,000	\$ -	\$ -	\$ -	\$ 92,634
10	B	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -
11	B	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -
12	B	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -
13	B	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -
14	B	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
15	B	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -
16	2	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17	2	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	3	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19	3	\$ 532,141	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	3	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	3	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	3	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	3	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24	3	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25	3	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
26	3	\$ 165,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
27		<b>\$ 3,193,641</b>		<b>\$ 1,506,500</b>	<b>\$ 701,353</b>	<b>\$ 1,488,435</b>	<b>\$ 3,726,500</b>	<b>\$ 1,060,576</b>			
28		<b>Tank &amp; Booster Pump Station Projects</b>									
29	B	\$ 155,000	\$ -	\$ 155,000	\$ -	\$ 155,000	\$ 155,000	\$ -	\$ -	\$ -	\$ -

	A	B	C	D	E	F	G	H	I	J	K
		Ranking	Project Estimate	Additional Budget Request	Current FY Budget	FY Expenditures	FY Budget amount remaining	Project to Date Budget	Project to Date Expenditures		
2											
	SCADA System - Phased Upgrades (Phase III- Alarms, Flow Data, Monitoring Wells)	B	\$ 128,563	\$ -	\$ 108,592	\$ 34,168	\$ 74,424	\$ 128,563	\$ 54,139		
30	Stuart Street Tank Rehabilitation	B	\$ 833,000	\$ -	\$ 752,517	\$ 78,553	\$ 673,964	\$ 833,000	\$ 159,036		
31	Stuart Street Station Roof	B	\$ 10,000	\$ -	\$ 10,000	\$ 3,300	\$ 6,700	\$ 10,000	\$ 3,300		
32	Well Field Gate	B	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ -		
33	Leimert Fence	B	\$ 30,000	\$ -	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -		
34	San Simeon Well 2 Pull and Submersible	B	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000	\$ -		
35	SR 3 Rehab	B	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ 100,000	\$ -		
36	Fuel Tank and Computer Replacement	B	\$ 20,000	\$ -	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ -		
37	Rodeo Grounds Pump Station Replacement	1	\$ 3,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
38	SR 4 Generator	2	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
39	SR4 ATS	2	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
40	Stuart Street 3 Analytic Off Grid Power	2	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
41	Storage Shed Yard	2	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
42	Leimert Tank Reserve	3	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
43	Third Stuart Street Tank Installation	3	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
44	Stuart Street and Leimert Booster Pump Replacement	3	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
45											
46											
47	<b>Subtotal</b>		<b>\$ 6,691,563</b>		<b>\$ 1,336,109</b>	<b>\$ 116,021</b>	<b>\$ 1,010,088</b>	<b>\$ 1,436,563</b>	<b>\$ 216,475</b>		
48	<b>Vehicles and Trailer-Mounted Equipment</b>										
49	Vac Trailer Reserve	3	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
50	Tractor Reserve	3	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Dump trailer for storing and hauling spoils from road repairs	3	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
51	Truck Replacement Program	3	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
52	<b>Subtotal</b>		<b>\$ 115,000</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
53	<b>Programs and Plans</b>										
54	Hydraulic System Model Update	3	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
55	Water Master Plan Amendment	3	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
56	Database for water conservation program/tracking with parcel links & APN file conversion	3	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
57	<b>Subtotal</b>		<b>\$ 145,000</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
58											
59	<b>GRAND TOTAL</b>		<b>\$ 10,145,204</b>		<b>\$ 2,255,063</b>	<b>\$ 817,374</b>	<b>\$ 2,236,998</b>	<b>\$ 4,475,063</b>	<b>\$ 1,277,051</b>		
60											

	A	B	C	D	E	F	G	H	I	J	K
		Ranking	Project Estimate	Additional Budget Request	Current FY Budget	FY Expenditures	FY Budget amount remaining	Project to Date Budget	Project to Date Expenditures		
2											
62		Budgeted (B)	\$ 3,224,500								
63		Priority 1 Total	\$ -								
64		Priority 2 Total	\$ 405,000								
65		Priority 3 Total	\$ 6,387,141								
66		Total	\$ 10,016,641								
74	<b>WRF CIP (FY 24/25 Revised 12/31/24)</b>										
75		Ranking	Project Estimate		Current FY Budget	FY Expenditures	FY Budget amount remaining	Project to Date Budget	Project to Date Expenditures		
76	<b>Permitting &amp; Planning</b>										
77		B	\$ 48,000		\$ 27,969	\$ 11,898	\$ 16,071	\$ 48,000	\$ 31,929		
78		B	\$ 26,690		\$ 1,962	\$ 15,079	\$ (13,117)	\$ 26,690	\$ 39,807		
79		ON HOLD	\$ 96,904		\$ 96,904	\$ -	\$ 96,904	\$ 96,904	\$ -		
80			\$ 171,594		\$ 126,835	\$ 26,977	\$ 99,858	\$ 171,594	\$ 71,736		
81	<b>Interim, short-term WRF Modifications</b>										
82		2	\$ 20,000		\$ -	\$ -		\$ -	\$ -		
83			\$ 20,000		\$ -	\$ -		\$ -	\$ -		
84	<b>Advanced Water Treatment Plant</b>										
85		B	\$ 50,000		\$ 50,000	\$ -	\$ -	\$ 50,000	\$ -		
86		B	\$ 80,000		\$ 80,000	\$ -	\$ -	\$ 80,000	\$ -		
87		B	\$ 60,000		\$ 60,000	\$ -	\$ -	\$ 60,000	\$ -		
88		3	\$ 10,000		\$ -	\$ -	\$ -	\$ -	\$ -		
89		3	\$ 25,000		\$ -	\$ -	\$ -	\$ -	\$ -		
90		3	\$ 15,000		\$ -	\$ -	\$ -	\$ -	\$ -		
91		3	\$ 10,000		\$ -	\$ -	\$ -	\$ -	\$ -		
92		3	\$ 25,000		\$ -	\$ -	\$ -	\$ -	\$ -		
93			\$ 275,000		\$ 190,000	\$ -	\$ -	\$ 190,000	\$ -		
94	<b>Long-Term Improvement Modifications</b>										

	A	B	C	D	E	F	G	H	I	J	K
		Ranking	Project Estimate	Additional Budget Request		Current FY Budget	FY Expenditures	FY Budget amount remaining		Project to Date Budget	Project to Date Expenditures
2	Future permanent mods at WRF for trailer fill station [transfer tanks, piping, & spill contrainment/loading pad]	B	\$ 200,000			\$ 200,000	\$ -	\$ 200,000		\$ 200,000	\$ -
95	Consulting assistance for coordination with Army Corps on WRDA grant (meetings, redefine work plan, & update scope of work)	2	\$ 40,000			\$ -	\$ -	\$ -		\$ -	\$ -
96	AWTP pull-barn style covers for outdoor equipment & control panels (1,2)	2	\$ 50,000			\$ -	\$ -	\$ -		\$ -	\$ -
97	Sems, Hach WIMS, or custom programmer for logging/reporting software and tablets	3	\$ 25,000			\$ -	\$ -	\$ -		\$ -	\$ -
98	Installation of remote sensing instrumentation at SS creek (needs ROE agreement with State Parks)	3	\$ 10,000			\$ -	\$ -	\$ -		\$ -	\$ -
99	Solar Array System	3	\$ 375,000			\$ -	\$ -	\$ -		\$ -	\$ -
100	<b>Subtotal</b>		<b>\$ 700,000</b>			<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 200,000</b>	<b>\$ -</b>
101	<b>GRAND TOTAL</b>		<b>\$ 1,166,594</b>								
103											
105	Budgeted (B)		\$ 561,594								
106	Priority 1 Total		\$ -								
107	Priority 2 Total		\$ 110,000								
108	Priority 3 Total		\$ 495,000								
109	Total		\$ 1,166,594								
111	<b>Completed Projects</b>	<b>Ranking</b>	<b>Project Estimate</b>			<b>Current FY Budget</b>	<b>FY Expenditures</b>	<b>FY Budget amount remaining</b>		<b>Project to Date Budget</b>	<b>Project to Date Expenditures</b>
112	Filters / membrane replacements and build reserves for future		\$ 59,639							\$ 59,639	\$ 59,639
113	Short-term flood damage mitigation		\$ 12,566							\$ 12,566	\$ 12,566
114	Hauling of last 18" of water and cleaning impoundment		\$ 94,515							\$ 94,515	\$ 94,515
115	Urban Water Management Plan - CDP Portion		\$ 20,463							\$ 20,463	\$ 20,463
116	Groundwater modeling/piezometer installation/monitoring		\$ 75,758							\$ 75,758	\$ 75,758
117	SS2 Electrical Panel Upgrade		\$ 25,000							\$ 25,000	\$ 25,000
118	Santa Rosa Well #4 Replacement		\$ 75,000							\$ 75,000	\$ 75,000
119	San Simeion Well 3 Pump Replacement		\$ 45,000	\$ -		\$ 45,000	\$ 50,535	\$ (5,535)		\$ 45,000	\$ 50,535



	A	B	C	D	E	F	G	H	I	J	K
		Ranking	Project Estimate	Additional Budget Request		Current FY Budget	FY Expenditures	FY Budget amount remaining		Project to Date Budget	Project to Date Expenditures
2	Emergency Water Main Repair - Main Street (Budget Adjustment)		\$ 300,000	\$ -	\$ 300,000	\$ 147,327	\$ 152,673	\$ 300,000	\$ 147,327	\$ 300,000	\$ 147,327
121	Replacement 2005 F-150 Truck with F-250		\$ 55,000	\$ -	\$ 55,000	\$ 53,613	\$ 1,387	\$ 55,000	\$ 53,613	\$ 55,000	\$ 53,613

	A	B	C	D	E	F	G	H	I	J	K
	Wastewater CIP (FY 24/25 Revised 12/31/2024)										
	Current Year Activity										
	Ranking	Project Estimate	Additional Budget Request	Current FY Budget	FY Expenditures	FY Budget amount remaining	Project to Date Budget	Project to Date Expenditures	Activity to Date		
									Budget	Expenditures	
2	<b>Treatment Plant Projects in SST</b>										
3											
4	B	\$ 3,791,224		\$ 2,615,470	\$ 268,308	\$ 2,347,162	\$ 3,791,224	\$ 1,444,062			
5	B	\$ 46,512		\$ (10,149)	\$ -	\$ (10,149)	\$ 46,512	\$ 56,661			
6	B	\$ 2,419,093		\$ 1,595,519	\$ 1,712	\$ 1,593,807	\$ 2,419,093	\$ 825,286			
7	B	\$ 603,329		\$ 357,761	\$ 75,562	\$ 282,199	\$ 603,329	\$ 321,130			
8	B	\$ 1,290,972		\$ 687,983	\$ -	\$ 687,983	\$ 1,290,972	\$ 602,989			
9	B	\$ 554,687		\$ 410,287	\$ 101,727	\$ 308,560	\$ 554,687	\$ 246,127			
10	B	\$ 925,404		\$ 548,072	\$ -	\$ 548,072	\$ 925,404	\$ 377,332			
11	B	\$ 1,148,557		\$ 795,701	\$ -	\$ 795,701	\$ 1,148,557	\$ 352,856			
12	B	\$ 1,320,222		\$ 1,265,711	\$ 1,112	\$ 1,264,599	\$ 1,320,222	\$ 55,623			
13	2	\$ 318,202		\$ -	\$ -	\$ -	\$ -	\$ -			
14	2	\$ 313,893		\$ -	\$ -	\$ -	\$ -	\$ -			
15	2	\$ 308,394		\$ -	\$ -	\$ -	\$ -	\$ -			
16	2	\$ 1,117,904		\$ -	\$ -	\$ -	\$ -	\$ -			
17	2	\$ 374,580		\$ -	\$ -	\$ -	\$ -	\$ -			
18	2	\$ 1,393,341		\$ -	\$ -	\$ -	\$ -	\$ -			
19	2	\$ 2,110,000		\$ -	\$ -	\$ -	\$ -	\$ -			
20	2	\$ 130,521		\$ -	\$ -	\$ -	\$ -	\$ -			
21	2	\$ 567,815		\$ -	\$ -	\$ -	\$ -	\$ -			
22	3	\$ 889,436		\$ -	\$ -	\$ -	\$ -	\$ -			
23		\$ 19,624,086		\$ 8,266,355	\$ 448,421	\$ 7,817,934	\$ 12,100,000	\$ 4,282,066			
24	<b>Treatment Plant Projects</b>										
25	B	\$ 25,000		\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ -			
26	B	\$ 15,000		\$ 15,000	\$ -	\$ 15,000	\$ 15,000	\$ -			
27											
28	2	\$ 35,000		\$ -	\$ -	\$ -	\$ -	\$ -			
29	2	\$ 4,100		\$ -	\$ -	\$ -	\$ -	\$ -			
30	2	\$ 9,200		\$ -	\$ -	\$ -	\$ -	\$ -			
31	2	\$ 50,000		\$ -	\$ -	\$ -	\$ -	\$ -			
32	2	\$ 10,000		\$ -	\$ -	\$ -	\$ -	\$ -			
33	2	\$ 40,000		\$ -	\$ -	\$ -	\$ -	\$ -			
34	2	\$ 40,000		\$ -	\$ -	\$ -	\$ -	\$ -			

	A	B	C	D	E	F	G	H	I	J	K
	Activity to Date										
	Current Year Activity										
	Ranking	Project Estimate	Additional Budget Request	Current FY Budget	FY Expenditures	FY Budget amount remaining	Project to Date Budget	Project to Date Expenditures			
1	<b>Wastewater CIP (FY 24/25 Revised 12/31/2024)</b>										
2											
35	2	\$ 15,000		\$ -	\$ -	\$ -	\$ -	\$ -			
36	3	\$ 50,000		\$ -	\$ -	\$ -	\$ -	\$ -			
37	3	\$ 400,000		\$ -	\$ -	\$ -	\$ -	\$ -			
38	3	\$ 20,000		\$ -	\$ -	\$ -	\$ -	\$ -			
39											
40		\$ 713,300		\$ 40,000	\$ -	\$ 40,000	\$ 40,000	\$ -			
41	<b>Collection System Projects</b>										
42	B	\$ 40,000		\$ 40,000	\$ -	\$ 40,000	\$ 40,000	\$ -			
43											
44	2	\$ 600,000		\$ -	\$ -	\$ -	\$ -	\$ -			
45	B	\$ 149,938		\$ 149,938	\$ -	\$ 149,938	\$ 149,938	\$ -			
46											
47	B	\$ 60,000		\$ 60,000	\$ -	\$ 60,000	\$ 60,000	\$ -			
48	2	\$ 250,000		\$ -	\$ -	\$ -	\$ -	\$ -			
49											
50	2	\$ 490,000		\$ -	\$ -	\$ -	\$ -	\$ -			
51											
52	2	\$ 265,000		\$ -	\$ -	\$ -	\$ -	\$ -			
53											
54	2	\$ 435,000		\$ -	\$ -	\$ -	\$ -	\$ -			
55											
56	2	\$ 425,000		\$ -	\$ -	\$ -	\$ -	\$ -			
57											
58	2	\$ 95,000		\$ -	\$ -	\$ -	\$ -	\$ -			
59	2	\$ 1,000,000		\$ -	\$ -	\$ -	\$ -	\$ -			
60	2	\$ 12,000		\$ -	\$ -	\$ -	\$ -	\$ -			
61	2	\$ 10,000		\$ -	\$ -	\$ -	\$ -	\$ -			
62	2	\$ 10,000		\$ -	\$ -	\$ -	\$ -	\$ -			
63		\$ 3,841,938		\$ 249,938	\$ -	\$ 249,938	\$ 249,938	\$ -			
64	<b>Other</b>										



Cambria Community Services District  
 Debt Listing  
 12/31/2024

Department Name	Year in Term	Debt	Principal	Interest	Balance as of 6/30/2024
Fire	2 of 5	Chevy Tahoe and Uplift	15,599	2,832	73,723
Water Reclamation Facility	1 of 5	Water Meter Project	125,450	34,279	680,000
Water Reclamation Facility	11 of 20	WRF Construction	434,595	224,830	5,577,857
Wastewater	2 of 30	SST Projects	155,000	591,100	12,175,000



**Fund: 12 - WASTEWATER FUND**

	Current Total Budget	Fiscal Activity	Prior Year Activity	Total Project Activity to Date	Variance Favorable (Unfavorable)
<b>Revenue</b>					
<u>12-43980-12</u>	12,100,000	445,597	3,833,646	4,279,243	7,820,757
LOAN PROCEEDS - WW COP 2022A BONDS					
<b>Expense</b>					
<u>12-61701-12</u>	3,791,224	268,308	1,175,753	1,444,061	2,347,163
CAP ASSET - WW ECM 1 FLOW EQUAL IMPV					
<u>12-61702-12</u>	46,512	-	56,662	56,662	(10,150)
CAP ASSET - WW ECM 2 INFLUENT LIFT STN IMPV					
<u>12-61703-12</u>	2,419,093	-	823,574	823,574	1,595,519
CAP ASSET - WW ECM 3 MLW AERATION BASIN UPGRD					
<u>12-61704-12</u>	603,329	75,562	245,568	321,130	282,199
CAP ASSET - WW ECM 4 BLOWER REPLACEMENT					
<u>12-61705-12</u>	1,290,972	-	602,989	602,989	687,983
CAP ASSET - WW ECM 5 RAS & WAS IMPV					
<u>12-61706-12</u>	554,687	101,727	144,400	246,127	308,560
CAP ASSET - WW ECM 7 ELECTRICAL IMPV SERVICE PANEL					
<u>12-61707-12</u>	925,404	-	377,332	377,332	548,072
CAP ASSET - WW ECM 8 GENERATOR REPLACEMENT					
<u>12-61708-12</u>	1,148,557	-	352,857	352,857	795,700
CAP ASSET - WW ECM 9 SCADA SYSTEM UPGRADE					
<u>12-61709-12</u>	1,320,222	-	54,511	54,511	1,265,711
CAP ASSET - WW ECM 12 IMPV TO WW LIFT STATIONS					
<b>Expense Total:</b>	<b>12,100,000</b>	<b>445,597</b>	<b>3,833,646</b>	<b>4,279,243</b>	<b>7,820,757</b>
<b>Net</b>	-	-	-	-	-

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.B**

FROM: Matthew McElhenie, General Manager

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Meeting Date: February 13, 2025      Subject: Discussion and Consideration of Adoption of Resolution 10-2025 Amending the Board and Standing Committee Bylaws to Establish a Fire Protection Committee, Adoption of Resolution 11-2025 Amending the List of Designated Positions Subject to the District's Conflict of Interest Code, and Adoption of Resolution 12-2025 Establishing the 2025 CCSD Fire Protection Committee Meeting Schedule

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**FISCAL IMPACT:**

There is no direct fiscal impact; however, staff time will be required for the preparation, administration, and support of this item.

**DISCUSSION:**

On January 9, 2025, the Cambria Community Services District (CCSD) Board of Directors discussed the title and focus of the proposed Fire Protection Committee and directed the Staff and District Counsel to begin the process to publicize the Committee and return to the Board of Directors with documentation to implement the Committee. Draft amended Board Bylaws have been prepared to establish the Fire Protection Committee and draft amended Standing Committee Bylaws have been prepared to include the Fire Protection Committee's purpose and responsibilities for Board consideration.

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

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

Since the Policy Committee has been disbanded and a new Fire Protection Committee is being established, it is necessary to revise the Conflict of Interest Code to include members of the Fire Protection Committee. The CCSD's Conflict of Interest Code has been revised to reflect these revisions.

A resolution establishing a proposed meeting schedule for the Fire Protection Committee for the calendar year 2025 is included for the Board's consideration. Meetings will be held on the third Thursday of every month at 10:30 a.m., allowing the Committee to provide timely updates and recommendations to the Board.

It is recommended that the Board of Directors adopt Resolution 10-2025 amending the Board and

Standing Committee Bylaws to establish a Fire Protection Committee and its purpose and responsibilities, adopt Resolution 11-2025 amending the List of Designated Positions subject to the District's Conflict of Interest Code, and adopt Resolution 12-2025 establishing the 2025 CCSD Fire Protection Committee meeting schedule.

**ATTACHMENTS:**

1. [Resolution 10-2025](#)
2. [Exhibit A](#)
3. [Exhibit B](#)
4. [Resolution 11-2025](#)
5. [Exhibit A](#)
6. [Appendix A](#)
7. [Appendix B](#)
8. [Resolution 12-2025](#)
9. [Exhibit A](#)



RESOLUTION NO. 10-2025  
February 13, 2025

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAMBRIA COMMUNITY SERVICES DISTRICT AMENDING THE CAMBRIA COMMUNITY SERVICES DISTRICT BOARD AND STANDING COMMITTEE BYLAWS

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

1. The Cambria Community Services District Board Bylaws attached hereto as Exhibit A and incorporated herein by this reference are hereby approved.
2. The Cambria Community Services District Standing Committee Bylaws attached hereto as Exhibit B and incorporated herein by this reference and are hereby approved.

PASSED AND ADOPTED this 13<sup>th</sup> day of February 13, 2025.

\_\_\_\_\_  
Debra Scott, President  
Board of Directors

APPROVED AS TO FORM:

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

ATTEST:

\_\_\_\_\_  
Haley Dodson  
Confidential Administrative Assistant



**Exhibit A**

**Cambria Community Services District Board of Director Bylaws**

**1. OFFICERS OF THE BOARD OF DIRECTORS**

- 1.1 The officers of the Board of Directors are the President and Vice President.
- 1.2 The President of the Board of Directors shall serve as presiding officer at all Board meetings. The President shall have the same rights as the other members of the Board in all matters, except as specified herein.
- 1.3 In the absence of the President, the Vice President of the Board of Directors shall serve as presiding officer over all meetings of the Board. If the President and Vice President are both absent, the remaining members shall select one among themselves to act as presiding officer of the meeting.
- 1.4 The President and Vice President of the Board shall be elected annually at the first regular meeting in December, and the term of office shall be for one year and commence immediately upon election and continue until replaced.
  - (a) Board members shall rotate into the positions of Board President and Vice President with the President being a Board Member who has not held the position of President during the last 4 years and who has previously served as Vice President. A Board member shall have served a minimum of one year on the Board prior to becoming eligible for the position of Vice President. Following one year of service as President, that Board Member shall rotate back to the position of Board Member. Any Board Member may decline their appointment as President or Vice President. The appointment of officers shall be subject to the affirmative vote of the full Board.
- 1.5 The President or his or her designee is the official spokesperson for the Board in response to communications regarding the position of the Board on relevant District issues and is the point person and contact for intergovernmental relations.

**2. MEETINGS**

- 2.1 The Board shall comply with the provisions of the Ralph M. Brown Act (Government Code Section 54950 et seq.) concerning calling and conducting public meetings.
- 2.2 The regular meeting of the Board of Directors shall be on the second Thursday of each calendar month in the Veterans Memorial Hall, located at 1000 Main Street, Cambria, unless otherwise directed by the Board of Directors. The time for holding Regular meetings of the Board of Directors shall be established by resolution.
- 2.3 For regular meetings, a block of time shall be set aside to receive general public comment. Comments on items on the agenda should be held until the appropriate item is called. Public comment shall be directed to the President of the Board and limited to three minutes unless extended or shortened at the President's discretion. During general public comment:
  - a) Board Members may briefly respond to statements or questions from the public;
  - b) At the President's discretion, Board Members may, on their initiative or in response to public questions, ask questions for clarification, provide references to staff or other resources for

factual information, or request staff to report back at a subsequent meeting; and

- c) The President of the Board or a Board majority in an open session may take action to direct staff to place a matter on a future agenda.

- 2.4 Meeting Length. The business at regular meetings of the Board of Directors, including any scheduled closed session, shall be conducted for no more than a six-hour period, unless extended by a four-fifths (4/5th) vote of the Board. In the event there are remaining items on the agenda at the end of the six-hour period, the Board may adjourn the meeting to a specific date and time in accordance with the provisions of Government Code Section 54955. The intent and purpose of this policy is to encourage a reasonable time period in which the Board of Director's business is discussed and to protect against fatigue in discussing and deciding important District issues.
- 2.5 Board Members shall attend all regular and special meetings of the Board unless excused for emergencies or other good cause.
- a) Good cause for absence includes circumstances of which the President of the Board is notified prior to the meeting. Good cause also includes Board-authorized meeting absences, such as attendance at a conference directly related to the functions and interests of the District or at the meeting of another public agency in order to participate in an official capacity.
  - b) A Board Member who is absent for good cause may notify the President by electronic transmission, telephone communication, or letter. The President shall notify the General Manager and the Board of all absences that are excused for good cause. The minutes shall indicate whether an absence was excused.
  - c) A Board Member vacancy shall occur upon the happening of any of the events set forth in Government Code Section 1770.
- 2.6 The President shall conduct all meetings in a manner consistent with the policies of the CCSO. The President shall determine the order in which agenda items shall be considered for discussion and/or actions taken by the Board and shall announce the Board's decision on all subjects. On roll call, the maker of the motion shall be called first, the Board Member seconding the motion shall be called second, and the remainder are polled with the President voting last, unless the President made or seconded the motion.
- 2.7 A majority of the total membership of the Board shall constitute a quorum for the transaction of business. A majority of the total membership of the Board is sufficient to do business; however, all actions require a unanimous vote if only three attend. When there is no quorum for a regular meeting, the President, Vice President, or any Board Member shall adjourn such meeting, or, if no Board Member is present, the Confidential Administrative Assistant shall adjourn the meeting.
- 2.8 A roll call vote, if required by law, shall be taken upon votes on ordinances and resolutions and shall be entered in the minutes of the Board showing those Board Members voting aye, voting no, and those abstaining or absent. Unless a Board Member states that they are not voting because of a conflict of interest and steps down from the dais prior to the discussion of the item, their silence shall be recorded as a vote of abstention.
- 2.9 Any person attending a public meeting of the Board of Directors may record the proceedings with an audio or video recording device in the absence of a reasonable finding that the recording cannot continue without noise, illumination, or obstruction of view that constitutes or would constitute a disruption of the proceedings.
- 2.10 All video recording devices shall remain stationary and shall be located and operated from behind the public speaker's podium once the meeting begins. The President retains the discretion to alter these guidelines, including the authority to require that all recording devices be located in the back

of the room.

### **3. AGENDAS**

- 3.1 The General Manager, in cooperation with the Board President and Vice President, shall prepare an agenda for each regular and special meeting of the Board of Directors. An item placed on an agenda in this manner shall only be removed by the General Manager in cooperation with the President and Vice President. Any Director's request to place an item on the agenda must be approved by the Board President or a majority of the Board Members acting in open session.
- 3.2 Those items considered to be of a routine and noncontroversial nature are placed on the Consent Agenda. These items shall be approved, adopted, and accepted by one motion of the Board of Directors.
  - a) Board Members may request any item listed on the Consent Agenda be removed from the Consent Agenda, and the Board will take action separately on that item.
  - b) A Board Member may ask a question for clarification on any item on the Consent Agenda. The item may be briefly discussed for clarification and the questions will be addressed along with the rest of the Consent Agenda.
  - c) When a Board Member wishes to pull an item simply to register a dissenting vote, the Board Member shall inform the presiding officer that he or she wishes to register a dissenting vote without discussion. These items will be handled along with the rest of the Consent Agenda, and the Confidential Administrative Assistant will register a "no" vote in the minutes.
- 3.3 No Board action may be taken on an item not on a posted agenda, except as set forth in Government Code Section 54954.2(b).

### **4. PREPARATION OF MINUTES**

- 4.1 The minutes of the Board shall be kept by the Confidential Administrative Assistant.
- 4.2 The Confidential Administrative Assistant shall be required to make a record only of such business as was actually voted upon by the Board and, except as provided in Sections 4.3 and 4.6 below, shall not be required to record any remarks of Board Members or any other person.
- 4.3 Any Board Member may request for inclusion in the minutes brief comments pertinent to an agenda item only at the meeting in which the item is discussed.
- 4.4 Written comments delivered to the Board at the meeting that were not contained in the Board Agenda Packet for review by the Board prior to the meeting shall be maintained as a separate public record.
- 4.5 The Confidential Administrative Assistant shall attempt to record the names and general place of residence of persons addressing the Board and the title of the subject matter to which their remarks are related.
- 4.6 Whenever the Board acts in a quasi-judicial proceeding, the Confidential Administrative Assistant shall create a record of a summary of the testimony of the witnesses.

### **5. MEMBERS OF THE BOARD OF DIRECTORS**

- 5.1 Information that is exchanged before meetings shall be distributed through the Confidential

Administrative Assistant, and all Board Members will receive all information being distributed.

- 5.2 Board Members shall at all times conduct themselves with courtesy to each other, to staff, and to members of the audience present at Board meetings.
- 5.3 At the President's discretion, District Counsel shall act as parliamentarian. The rules contained in the current edition of *Rosenberg's Rules of Order* (and *Robert's Rules of Order* 12th Edition for matters on which Rosenberg is silent) shall govern the Board of Directors in all cases to which they are applicable and in which they are not inconsistent with these Bylaws, any special rules of order the Board may adopt and any statutes applicable to the CCSD that do not authorize the provisions of these Bylaws to take precedence.

## **6. AUTHORITY OF DIRECTORS**

- 6.1 The Board of Directors is the unit of authority within the CCSD. Apart from their normal function as a part of this unit, Board Members have no individual authority. As individuals, Board Members may not commit the CCSD to any policy, act, or expenditure.
- 6.2 All members of the Board of Directors shall exercise their independent judgment on behalf of the interests of the entire District, including the residents, property owners, and the public as a whole. Board Members do not represent any fractional segment of the community, but are instead a part of the body which represents and acts for the community as a whole.
- 6.3 The Board of Directors shall adopt policies for the operation of the District, including, but not limited to, administrative policies, fiscal policies, personnel policies, and purchasing policies.
- 6.4 The primary responsibilities of the Board of Directors are:
  - a) The formulation and evaluation of policy;
  - b) Monitoring the CCSD's progress in attaining its goals and objectives;
  - c) Appointment, oversight, and evaluation of a General Manager to handle all matters concerning the operational aspects of the CCSD; and
  - d) Appointment, oversight, and evaluation of a District Counsel to handle all matters concerning the legal aspects of the CCSD.

## **7. BOARD MEMBER GUIDELINES**

- 7.1 Board Members, by making a request of the General Manager, shall have access to information relative to the operation of the CCSD. If the General Manager cannot provide the requested information in a timely manner, the General Manager shall inform the individual Board Member why the information is not or cannot be made available.
  - (a) When a Board Member requests information, the path of communication shall be Board to General Manager, then General Manager to Staff.
  - (b) For posted agenda items, if a substantial amount of information that would take a significant amount of time to compile is being requested by an individual Board Member for agenda items, and the information being provided either in a written staff report or verbally at the Board meeting is not deemed sufficient to make a decision on that agenda item, a request by a Board Member can be made to bring that agenda item back to a future Board meeting by making a motion and receiving an affirmative vote for that action to be placed back on an

agenda as soon as reasonably possible.

- 7.2 Individual Board Members should not involve themselves in the day-to-day operations of the District. Their primary role is to participate in the process of establishing the District's policies and goals. The General Manager is responsible for implementing those policies and goals.
- 7.3 Personnel matters and other operational issues that may be of concern to individual Board Members should be addressed through the General Manager. Individual Board Members shall not involve themselves or interfere in personnel matters.
- 7.4 The General Manager shall take direction and instruction from the Board of Directors as a body when it is sitting in a duly convened meeting. Individual Board Members should refrain from giving orders or instruction to the General Manager or any subordinates of the General Manager.
- 7.5 When presented with questions or complaints from citizens or staff related to operational or personnel matters, Board Members should listen to the concerns expressed and either (1) confer with the General Manager or District Counsel, as appropriate, or (2) refer the individual to the General Manager for resolution of their concerns.

## **8. BOARD MEMBER COMPENSATION**

- 8.1 Board Members may receive compensation of one hundred dollars (\$100.00) for each authorized day of service rendered as a Board Member.
- 8.2 The following are authorized meetings for which a Board Member may be compensated:
  - a) Regular Board meetings.
  - b) Special Board meetings.
  - c) Standing Committee meetings of which the Board Member is a Committee member.
  - d) Participation in a training program on a topic that is directly related to the District, provided that the Board of Directors has previously approved the Member's participation at a Board meeting and that the Member delivers a written report to the Board regarding the Member's participation at the next Board meeting following the training program.
  - e) Representation of the District at a public event, provided that the Board of Directors has previously approved the Member's representation at a Board meeting and that the Member delivers a written report to the Board regarding the Member's representation at the next Board meeting following the public event.
  - f) Representation of the District at a public meeting or a public hearing conducted by another public agency, provided that the Board of Directors has previously approved the Member's representation at a Board meeting and that the Member delivers a written report to the Board regarding the Member's representation at the next Board meeting following the public meeting or public hearing.
  - g) Representation of the District at a meeting of a public benefit non-profit corporation on whose Board the District has membership, provided that the Board of Directors has previously approved the Member's representation at a Board meeting and that the Member delivers a written report to the Board regarding the Member's representation at the next Board meeting following the corporation's meeting.
- 8.3 Board Member compensation shall not exceed six days of service in any calendar month.
- 8.4 Board Member compensation shall not exceed \$100.00 per day or \$600.00 per month.
- 8.5 Each Board Member is entitled to reimbursement for travel, meals, lodging, and other actual and necessary expenses incurred in the performance of the duties required or authorized by the Board pursuant to Government Code Section 53232.2.

- 8.6 Board Members shall provide brief reports on meetings attended at the expense of the District at the next regular Board meeting, as provided by Government Code Section 53232.3.

## **9. STANDING COMMITTEES**

- 9.1 Standing committees are those committees created by formal Board action that have continuing subject matter jurisdiction, regularly established meeting schedules, and one Board Member as a non-voting chairperson who does not count toward a quorum. The General Manager is an ex-officio non-voting member of all standing committees and does not count toward a quorum.
- 9.2 The following shall be the standing committees of the District:
- a) Finance;
  - b) Resources & Infrastructure;
  - c) Parks, Recreation and Open Space;
  - e)d) Fire Protection.
- 9.3 Committee Rules:  
Members' terms and method of appointment, along with detailed rules and procedures for committees, are contained in the Standing Committee Bylaws, a Board-approved set of guidelines and expectations for committees.
- 9.4 Meetings:
- a) All committees shall comply with the provisions of the Ralph M. Brown Act concerning the calling of public meetings and with the Board and Standing Committee Bylaws.
  - b) A written report shall be prepared for each committee meeting by the Chair and forwarded to the Board of Directors. A recording of each meeting will be made available on the District's website.
  - c) With the exception of the Board Member serving as a non-voting Committee Chair, Board Members may attend meetings of the District's standing committees as observers only and shall not participate in such meetings.

## **10. AD HOC COMMITTEES AND LIAISON APPOINTMENTS**

- 10.1 The President or a majority of the Board may create ad hoc committees consisting of two Board members in accordance with the provisions of the Brown Act from time to time with specific focus and duration, as required. Ad hoc committees shall meet on an as-needed basis.
- 10.2 The tasks of the ad hoc committee shall be outlined at the time of appointment, along with expected deliverables and an estimated completion date. The committee shall be considered dissolved when its final report has been made.
- 10.3 The President or a majority of the Board may appoint a liaison to an organization, group, non-profit, or other agency. The role of the liaison is to observe the meetings of those entities to which they are appointed as liaison and report back to the Board on the discussions and actions taken during those meetings on topics that relate to the community and the District. The liaison is not an official spokesperson of the Board at these meetings and shall not speak as such without prior Board approval. Any personal opinions or comments made by the liaison shall include the statement that it is their own personal opinion and does not reflect the opinion of the entire Board. Their comments shall not undermine the decisions adopted by the Board or commit the Board to

any action or policy.

- 10.4 The Board-appointed liaison may prepare and submit a written report for each meeting attended and forward it to the Confidential Administrative Assistant for inclusion in the appropriate agenda.

**11. BOARD BYLAW REVIEW POLICY**

- 11.1 Subject to Section 3.1, the Board Bylaws shall be reviewed annually at the first regular meeting in January, after which amendments to the Bylaws may be considered for adoption by the Board.

**12. COMPLIANCE WITH FEDERAL AND STATE LAW**

- 12.1 If it is determined any of these Bylaws conflict with Federal or State rules or statutes, the Federal or State rules or statutes will apply.
- 12.2 These Bylaws are for the purpose of providing guidance to the Cambria Community Services District Board of Directors in the performance of their duties.
- 12.3 These Bylaws are not intended to amend any laws governing the behavior of any individual Board member in a private capacity. All Board members will comply with all Federal and State laws governing their conduct in the performance of their duties.





## **Exhibit B**

### **Cambria Community Services District Standing Committee Bylaws**

#### **1. SCOPE OF RESPONSIBILITY**

1.1. Standing Committees are advisory to the Board of Directors. The Committees shall gather information, explore alternatives, examine implications, and offer options for review and deliberation by the Board of Directors. Committee members are expected to stay current on the issues under discussion by the Board of Directors.

1.2 Each Standing Committee shall consider only District-related issues approved and assigned to it by the Board of Directors, or issues within the purview of each Committee as defined in “Standing Committee Statements of Purpose and Responsibilities” below.

1.3 Apart from their normal function as part of an advisory resource, Committees and the individual members have no authority and may not verbally or by action represent the Committee or the CCSD in any policy, act, or expenditure.

1.4 The Committee and its members shall maintain collaborative working relationships with the public, other Standing Committees and the CCSD Board of Directors.

1.5 Any Standing Committee, or its ad hoc committees, may meet with staff and/or District consultants but shall not interfere with their operational duties, as determined by the General Manager. Any information requests to staff will be specific in nature and relate to the business of the Committee.

1.6 Standing Committee Statements of Purpose and Responsibilities

1.6.1 The Finance Committee shall:

- (a) Provide review for transparent budget processes and financial management that promote fiscal stability and instill public trust;
- (b) Support and work directly with the CCSD General Manager and Administrative Department Manager-Finance Manager in enhancing financial integrity and monetary discipline;
- (c) Discuss and receive public input during committee meetings and advise the Board of Directors on financial matters;
- (d) Provide financial review, assessment, and recommendation to CCSD Board of Directors regarding potential funding sources available to the District from private, public, County, State or federal entities; and
- (e) Support other standing committees’ fiscal review needs.

1.6.2 The Resources and Infrastructure Committee shall:

- (a) Assess existing resources and gather information regarding infrastructure and

- resource needs of the community;
- (b) Support and work directly with the CCSD General Manager and Utilities Department Manager in identifying/defining plans to meet the infrastructure needs of the community, working within the bounds of current and potential resources and priorities of the District;
  - (c) Provide recommendations to the Board of Directors regarding actions to meet the community's infrastructure needs; and
  - (d) Support other standing committees' resource and infrastructure review needs.

1.6.3 The Parks, Recreation and Open Space Committee shall:

- (a) Assess existing resources and gather information regarding the parks, open space, and recreational needs of the community;
- (b) Establish collaborative working relationships with relevant public and private organizations;
- (c) Support and work directly with the CCSD General Manager and Facilities & Resources Manager to create plans for meeting the needs of the community within the bounds of current and potential resources;
- (d) Recommend plans of action to the Board regarding meeting the community needs for parks, recreation, and open space; and
- (e) Facilitate communication with the residents of Cambria both to update community priorities for parks, recreation, and open space and to obtain community support for planned actions.

1.6.4 The Fire Protection Committee shall:

a) Strategic Planning and Policy Development:

- Evaluate fire protection, prevention, and safety policies, ordinances, and procedures.
- Recommend steps to align CCSD fire services with local, state, and federal regulations and agencies.

b) Budget and Resource Support:

- Recommend funding priorities for equipment, training, and personnel, with the goal of optimizing fire protection services and meeting future needs within current budget constraints.
- Working with partners such as the Cambria Fire Safe Focus Group, identify grants, partnerships, or alternative funding sources.

c) Community Risk Reduction

- Review and recommend programs and initiatives focused on fire prevention and public safety education.
- Assess community risk profiles and recommend mitigation strategies.
- Support wildfire prevention efforts, including vegetation management and defensible space initiatives.

d) Community Engagement:

- Act as a District and community liaison to ensure transparency and foster trust.
- Facilitate community meetings to gather input on fire protection priorities and concerns.

- (e) Promote public education campaigns on fire safety, evacuation plans, and emergency preparedness.

**2. COMMITTEE MEMBERS**

2.1 The Committee shall consist of five volunteer members from the community and one CCSD Board Director to act as a non-voting Chairperson who does not count toward a quorum. Additionally, the General Manager is an ex-officio non-voting member of all Standing Committees and does not count toward a quorum.

2.2 Each Committee member must live and be registered to vote within the CCSD boundaries. No Committee member shall serve on more than one (1) Committee at a time.

2.3 Method of appointment:

(a) Volunteer Committee members shall serve two-year terms. Such terms shall begin in February of odd-numbered years.

(b) At the end of a term of office, a Committee member wishing to continue for another term shall fill out an application as specified in 2.3(d) below and will be considered for appointment along with the other applicants.

(c) Prior to the beginning of a term, or in the event of a vacancy during an unexpired term, the CCSD shall invite applications for Committee membership. Such invitation shall be advertised on the CCSD website and at all Cambria CSD public information bulletin boards. Application forms may be obtained and submitted to the website or the Administrative Offices during regular business hours during the application period.

(d) Any applications received per 2.3(d) above shall be retained by the District and remain active for two years.

(e) Committee members shall be appointed from the pool of applicants (see 2.3(d) above) by recommendation of the Committee Chairperson and approved by a majority vote of the CCSD Board of Directors.

(f) The Committee Chairperson shall be responsible for interviewing new applicants and determining their qualifications prior to making a recommendation to the CCSD Board of Directors.

2.4 Committee members shall attend all regular and special meetings of the Committee unless excused for emergencies or other good cause:

(a) Good cause for absence includes circumstances of which the Chairperson of the Committee is notified prior to the meeting. Good cause also includes Board-authorized or Committee-authorized meeting absences, such as attendance at a conference directly related to the functions and interests of the District or at the meeting of another public agency in order to participate in an official capacity.

(b) A Committee member who is absent for good cause may notify the Chairperson by electronic transmission (e.g., email), telephone communication, or letter. The minutes shall indicate whether an absence was excused.

(c) A vacancy shall occur if a Committee member is absent from three (3) consecutive regular meetings without good cause, except as otherwise provided for by law or as authorized by the Board of Directors.

2.5. Vacancies of unexpired terms of office of regular Committee members shall be filled by recommendation of the Committee Chairperson from the pool of applicants (see 2.3(d) above) and appointment by the CCSD Board of Directors.

### **3. COMMITTEE OFFICERS**

3.1. The Chairperson shall be chosen annually from members of the Board of Directors by a majority vote of the Board. A Director may not serve as Chairperson of more than one

Standing Committee at the same time.

- 3.2. The Vice-Chairperson and Secretary shall be chosen annually by a majority of the Committee.
- 3.3. No member of the Committee shall hold more than one office.
- 3.4. Chairperson duties:
  - (a) Preside over meetings,
  - (b) Supervise, provide guidance, and act as a liaison between the Board and the Committee,
  - (c) Establish committee meeting agendas,
  - (d) Appoint appropriate ad hoc committees of two (2) Committee members.
  - (e) To avoid any appearance of unduly influencing voting Committee members, the Chairperson shall not attend ad hoc committee meetings or meet with two voting Committee members outside of a meeting to discuss Committee business,
  - (f) Sign reports,
  - (g) Represent the Committee at regular CCSD Board meetings,
  - (h) Coordinate with CCSD staff input for agenda preparation for the monthly Committee meetings,
- 3.5. Vice Chairperson duties:
  - (a) Perform the duties of the Chairperson in their absence,
  - (b) Act as liaison to another Standing Committee as determined by the Chairperson or a majority of the Committee.
- 3.6. Secretary duties:
  - (a) Record the minutes of the meetings in action form, ensuring the accuracy of when, how, and by whom the Committee's business was conducted.
  - (b) Submit the draft written minutes and recording to CCSD staff for the public record.
  - (c) Minutes should include, at a minimum:
    - The date, time, and location of the meeting,
    - A list of the Committee members present and absent,
    - A record of reports presented and by whom,
    - The text of motions adopted along with a count of yes and no votes and the Committee members dissenting,
    - List of items considered for future agenda,
    - Time of meeting adjournment.

#### **4. COMMITTEE MEMBER GUIDELINES**

- 4.1. Members of the Committee and their activities are bound by all applicable provisions of the Brown Act (Government Code Sections 54950, et seq.).
- 4.2. Members of the Committee shall not participate in discussion of, or vote on issues constituting conflicts of interest – “no public official shall make, participate in making, or in any attempt to use his official position to influence a governmental decision in which he/she knows or has reason to know he/she has a financial interest.” (Government Code Section 87100).
- 4.3. Members of the Committee are charged with protecting and upholding the public interest and exhibiting the highest level of ethics.
- 4.4. Committee members shall at all times conduct themselves with courtesy towards each other, to staff, and to members of the audience present at Committee meetings. Should a Committee member disrupt Committee meetings or participate in behavior contrary to the

charges and responsibilities of the Committee, the Committee, by a majority vote, may recommend action to the CCSD Board.

- 4.5. Committee members shall complete AB 1234 (Government Code Section 53235 et seq.) ethics training every two (2) years.

## 5. **AGENDA PROCEDURE**

- 5.1. Members shall provide input on the agenda to the Chairperson.
- 5.2. The Chair shall develop the draft agenda with input from the Vice Chair and CCSD staff.
- 5.3. CCSD staff shall prepare the final agenda and attachments.
- 5.4. CCSD staff shall post agendas on the District's website and at the District Administrative Office and distribute to all Committee members and the agenda distribution list.

## 6. **MEETINGS**

- 6.1. The Committee shall meet within the jurisdictional boundaries of the CCSD, except as otherwise permitted by the Brown Act.
- 6.2. Information that is exchanged before meetings shall be distributed through the Confidential Administrative Assistant, and Committee members will receive all information being distributed as part of the meeting agenda.
- 6.3. The Committee shall hold regular meetings as often as once a month and at least quarterly, on dates set annually by the Committee. The Committee may call special meetings as needed, with required 24-hour public notice.
- 6.4. A majority of the five (5) voting Committee members shall constitute a quorum as required to hold a meeting. Any action taken by the Committee shall require at least three (3) votes.
- 6.5. The business at regular meetings of the Committee shall be conducted for no more than a two-hour period, unless extended by a four-fifths vote of the Committee. In the event there are remaining items on the agenda at the end of the two-hour period, the Committee may adjourn the meeting to a specific date and time in accordance with the provisions of Government Code Section 54955. The intent and purpose of this policy is to encourage a reasonable time period in which the Committee's business is discussed and to protect against fatigue in discussing and deciding important issues.
- 6.6. The CCSD General Manager may determine a staff liaison to the Committee if needed for facilitating communication.

## 7. **PARLIAMENTARY AUTHORITY**

- 7.1. The rules contained in the current edition of *Rosenberg's Rules of Order* (and *Robert's Rules of Order* 12<sup>th</sup> 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 may adopt, and statutes applicable to the Committee that do not authorize the provision of these Bylaws to take precedence.

## 8. **AMENDMENTS TO BYLAWS**

- 8.1. These Standing Committee Bylaws shall be reviewed annually at the first regular Board of

Directors meeting in January, after which amendments may be considered for adoption by the Board.

- 8.2. The CCSD Board of Directors retains sole authority to amend these Bylaws. A majority of the CCSD Board of Directors must approve any amendments.

RESOLUTION 11-2025

February 13, 2025

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

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

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

WHEREAS, the District's existing Conflict of Interest Code (Code), as last amended by the Board through Resolution 45-2023 adopted on August 17, 2023, requires amendments to delete Members of the Policy Committee and add Members of the Fire Protection Committee.

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

1. The Conflict of Interest Code and Appendices attached hereto as Exhibit A and incorporated herein by this reference, are hereby adopted.
2. Designated employees and consultants shall file statements of economic interest on FPPC Form 700 with the Confidential Administrative Assistant, who shall make the statements available for public inspection and copying upon request and, if required, file such statements with the designated official of San Luis Obispo County.
3. This Conflict of Interest Code shall not take effect until the San Luis Obispo County Board of Supervisors approves it in its capacity as code reviewing body under the Political Reform Act. The Confidential Administrative Assistant is hereby authorized and directed to submit a certified copy of this Resolution to the Board of Supervisors and request approval of the Conflict of Interest Code.
4. After approval by the San Luis Obispo County Board of Supervisors, Exhibit A to the Resolution shall constitute the Conflict of Interest Code of the Cambria Community Services District in accordance with 2 CCR Section 18730(a).
5. This Resolution supersedes Resolution No. 45-2023 and other prior inconsistent resolutions.

PASSED AND ADOPTED by the Cambria Community Services District Board of Directors on February 13, 2025, by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

---

Debra Scott, President  
Board of Directors

APPROVED AS TO FORM:

---

Timothy J. Carmel  
District Counsel

ATTEST:

---

Haley Dodson  
Confidential Administrative Assistant



## EXHIBIT A

### CAMBRIA COMMUNITY SERVICES DISTRICT CONFLICT OF INTEREST CODE

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

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

**APPENDIX A  
DESIGNATED POSITIONS**

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

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

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

<sup>1</sup> A consultant serves in a capacity only if he or she has an on-going relationship with the District A consultant who works on one project or a limited range of projects for the district is not deemed a consultant subject to the reporting requirements of this code unless the project or projects extend over a substantial period of time, generally more than one year (See *Smith* Advice Letter, FPPC No. I-99-316; *Travis* Advice Letter, FPPC No. A-96-053; *Randolph* Advice Letter, FPPC No. A-95-045.)

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

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

Board Members  
General Manager

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

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

**APPENDIX B**  
**DISCLOSURE CATEGORIES**

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

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

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

RESOLUTION NO. 12-2025  
FEBRUARY 13, 2025

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT  
ESTABLISHING THE 2025 CCSD FIRE PROTECTION  
COMMITTEE MEETING SCHEDULE

BE IT RESOLVED that the Cambria Community Services District Board of Directors does hereby adopt the 2025 Fire Protection Committee Meeting Schedule, attached hereto as Exhibit A and incorporated herein by this reference.

PASSED AND ADOPTED THIS 13<sup>th</sup> day of February, 2025.

\_\_\_\_\_  
Debra Scott, President  
Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Haley Dodson  
Confidential Administrative Assistant

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



**CAMBRIA COMMUNITY SERVICES DISTRICT  
FIRE PROTECTION COMMITTEE  
2025 REGULAR MEETING SCHEDULE**

**February 20, 2025, at 10:30 a.m.**

**March 20, 2025, at 10:30 a.m.**

**April 17, 2025, at 10:30 a.m.**

**May 15, 2025, at 10:30 a.m.**

**June 19, 2025, at 10:30 a.m.**

**July 17, 2025, at 10:30 a.m.**

**August 21, 2025, at 10:30 a.m.**

**September 18, 2025, at 10:30 a.m.**

**October 16, 2025, at 10:30 a.m.**

**November 20, 2025, at 10:30 a.m.**

**December 18, 2025, at 10:30 a.m.**

**Regular meetings are subject to cancellation and will be held at the Veterans' Hall located at 1000 Main Street, Cambria, CA 93428, and via Zoom Webinar. Special meetings may be held on other dates, pursuant to Government Code Section 54956.**

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.C**

FROM: Matthew McElhenie, General Manager

---

Meeting Date: February 13, 2025      Subject: Discussion and Consideration of Standing  
Committee Chair and Liaison Appointments

---

**FISCAL IMPACT:**

There is no fiscal impact associated with this item.

**DISCUSSION:**

The Board of Directors should review and appoint one CCSD Board Member as Chairperson to the Fire Protection Committee. Section 3.1 of the CCSD Standing Committee Bylaws identifies the appointment method: "The Chairperson shall be chosen annually from members of the Board of Directors by a majority vote of the Board." The current Committee Chairpersons are as follows:

- Finance Committee: Debra Scott
- Fire Protection Committee: Vacant
- Resources and Infrastructure Committee: Karen Dean
- PROS Committee: Michael Thomas

Additionally, at the January 9, 2025, Board meeting, the Board of Directors discussed the current liaison appointments listed below and requested that the staff return with a list of additional potential liaison appointments to review at the February 13, 2025, regular Board meeting.

- Cambria Fire Safe Focus Group – Director Gray
- Cambria Forest Committee – Director Farmer
- Friends of Fiscalini Ranch Preserve – Director Farmer
- North Coast Advisory Council – Vice President Thomas
- California Coastal Commission - Director Dean

The potential liaison appointments are:

- Cambria Tourism Board
- San Luis Obispo Local Agency Formation Commission (LAFCO)
- Water Resources Advisory Committee (WRAC)
- Central Coast Regional Water Quality Control Board

It is recommended that the Board of Directors review the Standing Committee Chair and liaison appointments and make new appointments as necessary.

**ATTACHMENTS:**

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.D**

FROM: Matthew McElhenie, General Manager

---

Meeting Date: February 13, 2025

Subject: Discussion and Consideration to Fill Vacant Seats  
on the Standing Committees

---

**FISCAL IMPACT:**

There is no direct financial cost associated with filling these committee vacancies; however, staff time will be required to support the recruitment and onboarding of committee members, as well as ongoing committee administration.

**DISCUSSION:**

At the December 12, 2024, regular meeting, the Board of Directors directed staff to advertise to solicit candidates to fill the vacant seats on the Finance, Parks, Recreation and Open Space (PROS), and Resources & Infrastructure Committees. This vacancy was advertised on the CCSD website and social media and posted on all CCSD public information bulletin boards. At its January 9, 2025, regular meeting, the Board of Directors tabled the discussion regarding Standing Committee applications. The Board decided to continue accepting applications for Standing Committee positions until their next Regular Board meeting, scheduled for February 13, 2025, at 10:00 A.M.

Additionally, the Board directed staff to officially advertise for the Fire Protection Committee.

Section 2.3 of the CCSD Standing Committee Bylaws states:

- a. Volunteer Committee members shall serve two-year terms. Such terms shall begin in February of odd-numbered years.
- b. At the end of a term of office, a Committee member wishing to continue for another term shall fill out an application as specified in 2.3(d) below and will be considered for appointment along with the other applicants.
- c. Prior to the beginning of a term, or in the event of a vacancy during an unexpired term, the CCSD shall invite applications for Committee membership. Such invitation shall be advertised on the CCSD website and at all Cambria CSD public information bulletin boards. Application forms may be obtained and submitted to the website or the Administrative Offices during regular business hours during the application period.
- d. Any applications received per 2.3(d) above shall be retained by the District and remain active for two years.
- e. Committee members shall be appointed from the pool of applicants (see 2.3(d) above) by recommendation of the Committee Chairperson and approved by a majority vote of the CCSD Board of Directors.
- f. The Committee Chairperson shall be responsible for interviewing new applicants and determining their qualifications prior to making a recommendation to the CCSD Board of Directors.

Five Finance Committee terms expired on February 1, 2025.

Five PROS Committee terms expired on February 1, 2025.



Five Resources & Infrastructure Committee terms expired on February 1, 2025.

It is recommended that the Board of Directors consider the enclosed applications and appoint applicants to fill the vacancies on the Standing Committees.

**ATTACHMENTS:**

1. CCSD Standing Committee Bylaws
2. J. Bahringer's Application
3. D. Howell's Application
4. M. Glanzman's Application
5. C. McDowell's Application
6. S. Sutherland's Application
7. A. Wysocki's Application
8. K. Hinrichsen's Application
9. J. Webb's Application
10. J. Wilson's Application
11. M. Meeks' Application
12. S. Siebuhr's Application
13. K. Chrisman's Application
14. S. McCann's Application
15. G. Stephenson's Application
16. M. Jaffe's Application
17. J. Grimaud's Application
18. M. De Luca's Application
19. R. De Luca's Application
20. S. Holden's Application
21. D. Pierson's Application
22. A. Chapman's Application
23. T. Safford's Application
24. F. Demicco's Application
25. F. Demicco's Application



## **Cambria Community Services District Standing Committee Bylaws**

### **1. SCOPE OF RESPONSIBILITY**

1.1. Standing Committees are advisory to the Board of Directors. The Committees shall gather information, explore alternatives, examine implications, and offer options for review and deliberation by the Board of Directors. Committee members are expected to stay current on the issues under discussion by the Board of Directors.

1.2 Each Standing Committee shall consider only District-related issues approved and assigned to it by the Board of Directors, or issues within the purview of each Committee as defined in “Standing Committee Statements of Purpose and Responsibilities” below.

1.3 Apart from their normal function as part of an advisory resource, Committees and the individual members have no authority and may not verbally or by action represent the Committee or the CCSD in any policy, act, or expenditure.

1.4 The Committee and its members shall maintain collaborative working relationships with the public, other Standing Committees and the CCSD Board of Directors.

1.5 Any Standing Committee, or its ad hoc committees, may meet with staff and/or District consultants but shall not interfere with their operational duties, as determined by the General Manager. Any information requests to staff will be specific in nature and relate to the business of the Committee.

1.6 Standing Committee Statements of Purpose and Responsibilities

1.6.1 The Finance Committee shall:

- (a) Provide review for transparent budget processes and financial management that promote fiscal stability and instill public trust;
- (b) Support and work directly with the CCSD General Manager and Administrative Department Manager-Finance Manager in enhancing financial integrity and monetary discipline;
- (c) Discuss and receive public input during committee meetings and advise the Board of Directors on financial matters;
- (d) Provide financial review, assessment, and recommendation to CCSD Board of Directors regarding potential funding sources available to the District from private, public, County, State or federal entities; and
- (e) Support other standing committees’ fiscal review needs.

1.6.2 The Resources and Infrastructure Committee shall:

- (a) Assess existing resources and gather information regarding infrastructure and resource needs of the community;

- (b) Support and work directly with the CCSD General Manager and Utilities Department Manager in identifying/defining plans to meet the infrastructure needs of the community, working within the bounds of current and potential resources and priorities of the District;
- (c) Provide recommendations to the Board of Directors regarding actions to meet the community's infrastructure needs; and
- (d) Support other standing committees' resource and infrastructure review needs.

1.6.3 The Parks, Recreation and Open Space Committee shall:

- (a) Assess existing resources and gather information regarding the parks, open space, and recreational needs of the community;
- (b) Establish collaborative working relationships with relevant public and private organizations;
- (c) Support and work directly with the CCSD General Manager and Facilities & Resources Manager to create plans for meeting the needs of the community within the bounds of current and potential resources;
- (d) Recommend plans of action to the Board regarding meeting the community needs for parks, recreation, and open space; and
- (e) Facilitate communication with the residents of Cambria both to update community priorities for parks, recreation, and open space and to obtain community support for planned actions.

## 2. **COMMITTEE MEMBERS**

2.1 The Committee shall consist of five volunteer members from the community and one CCSD Board Director to act as a non-voting Chairperson who does not count toward a quorum. Additionally, the General Manager is an ex-officio non-voting member of all Standing Committees and does not count toward a quorum.

2.2 Each Committee member must live and be registered to vote within the CCSD boundaries. No Committee member shall serve on more than one (1) Committee at a time.

2.3 Method of appointment:

- (a) Volunteer Committee members shall serve two-year terms. Such terms shall begin in February of odd-numbered years.
- (b) At the end of a term of office, a Committee member wishing to continue for another term shall fill out an application as specified in 2.3(d) below and will be considered for appointment along with the other applicants.
- (c) Prior to the beginning of a term, or in the event of a vacancy during an unexpired term, the CCSD shall invite applications for Committee membership. Such invitation shall be advertised on the CCSD website and at all Cambria CSD public information bulletin boards. Application forms may be obtained and submitted to the website or the Administrative Offices during regular business hours during the application period.
- (d) Any applications received per 2.3(d) above shall be retained by the District and remain active for two years.
- (e) Committee members shall be appointed from the pool of applicants (see 2.3(d) above) by recommendation of the Committee Chairperson and approved by a majority vote of the CCSD Board of Directors.
- (f) The Committee Chairperson shall be responsible for interviewing new

applicants and determining their qualifications prior to making a recommendation to the CCSD Board of Directors.

2.4 Committee members shall attend all regular and special meetings of the Committee unless excused for emergencies or other good cause:

(a) Good cause for absence includes circumstances of which the Chairperson of the Committee is notified prior to the meeting. Good cause also includes Board-authorized or Committee-authorized meeting absences, such as attendance at a conference directly related to the functions and interests of the District or at the meeting of another public agency in order to participate in an official capacity.

(b) A Committee member who is absent for good cause may notify the Chairperson by electronic transmission (e.g., email), telephone communication, or letter. The minutes shall indicate whether an absence was excused.

(c) A vacancy shall occur if a Committee member is absent from three (3) consecutive regular meetings without good cause, except as otherwise provided for by law or as authorized by the Board of Directors.

2.5. Vacancies of unexpired terms of office of regular Committee members shall be filled by recommendation of the Committee Chairperson from the pool of applicants (see 2.3(d) above) and appointment by the CCSD Board of Directors.

### **3. COMMITTEE OFFICERS**

3.1. The Chairperson shall be chosen annually from members of the Board of Directors by a majority vote of the Board. A Director may not serve as Chairperson of more than one Standing Committee at the same time.

3.2. The Vice-Chairperson and Secretary shall be chosen annually by a majority of the Committee.

3.3. No member of the Committee shall hold more than one office.

3.4. Chairperson duties:

(a) Preside over meetings,

(b) Supervise, provide guidance, and act as a liaison between the Board and the Committee,

(c) Establish committee meeting agendas,

(d) Appoint appropriate ad hoc committees of two (2) Committee members.

(e) To avoid any appearance of unduly influencing voting Committee members, the Chairperson shall not attend ad hoc committee meetings or meet with two voting Committee members outside of a meeting to discuss Committee business,

(f) Sign reports,

(g) Represent the Committee at regular CCSD Board meetings,

(h) Coordinate with CCSD staff input for agenda preparation for the monthly Committee meetings,

3.5. Vice Chairperson duties:

(a) Perform the duties of the Chairperson in their absence,

(b) Act as liaison to another Standing Committee as determined by the Chairperson or a majority of the Committee.

3.6. Secretary duties:

(a) Record the minutes of the meetings in action form, ensuring the accuracy of when, how, and by whom the Committee's business was conducted.

(b) Submit the draft written minutes and recording to CCSD staff for the public record.

(c) Minutes should include, at a minimum:

- The date, time, and location of the meeting,
- A list of the Committee members present and absent,
- A record of reports presented and by whom,
- The text of motions adopted along with a count of yes and no votes and the Committee members dissenting,
- List of items considered for future agenda,
- Time of meeting adjournment.

#### **4. COMMITTEE MEMBER GUIDELINES**

- 4.1. Members of the Committee and their activities are bound by all applicable provisions of the Brown Act (Government Code Sections 54950, et seq.).
- 4.2. Members of the Committee shall not participate in discussion of, or vote on issues constituting conflicts of interest – “no public official shall make, participate in making, or in any attempt to use his official position to influence a governmental decision in which he/she knows or has reason to know he/she has a financial interest.” (Government Code Section 87100).
- 4.3. Members of the Committee are charged with protecting and upholding the public interest and exhibiting the highest level of ethics.
- 4.4. Committee members shall at all times conduct themselves with courtesy towards each other, to staff, and to members of the audience present at Committee meetings. Should a Committee member disrupt Committee meetings or participate in behavior contrary to the charges and responsibilities of the Committee, the Committee, by a majority vote, may recommend action to the CCSD Board.
- 4.5. Committee members shall complete AB 1234 (Government Code Section 53235 et seq.) ethics training every two (2) years.

#### **5. AGENDA PROCEDURE**

- 5.1. Members shall provide input on the agenda to the Chairperson.
- 5.2. The Chair shall develop the draft agenda with input from the Vice Chair and CCSD staff.
- 5.3. CCSD staff shall prepare the final agenda and attachments.
- 5.4. CCSD staff shall post agendas on the District’s website and at the District Administrative Office and distribute to all Committee members and the agenda distribution list.

#### **6. MEETINGS**

- 6.1. The Committee shall meet within the jurisdictional boundaries of the CCSD, except as otherwise permitted by the Brown Act.
- 6.2. Information that is exchanged before meetings shall be distributed through the Confidential Administrative Assistant, and Committee members will receive all information being distributed as part of the meeting agenda.
- 6.3. The Committee shall hold regular meetings as often as once a month and at least quarterly, on dates set annually by the Committee. The Committee may call special meetings as needed, with required 24-hour public notice.

- 6.4. A majority of the five (5) voting Committee members shall constitute a quorum as required to hold a meeting. Any action taken by the Committee shall require at least three (3) votes.
- 6.5. The business at regular meetings of the Committee shall be conducted for no more than a two-hour period, unless extended by a four-fifths vote of the Committee. In the event there are remaining items on the agenda at the end of the two-hour period, the Committee may adjourn the meeting to a specific date and time in accordance with the provisions of Government Code Section 54955. The intent and purpose of this policy is to encourage a reasonable time period in which the Committee's business is discussed and to protect against fatigue in discussing and deciding important issues.
- 6.6. The CCSD General Manager may determine a staff liaison to the Committee if needed for facilitating communication.

**7. PARLIAMENTARY AUTHORITY**

- 7.1. The rules contained in the current edition of *Rosenberg's Rules of Order* (and *Robert's Rules of Order* 12<sup>th</sup> 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 may adopt, and statutes applicable to the Committee that do not authorize the provision of these Bylaws to take precedence.

**8. AMENDMENTS TO BYLAWS**

- 8.1. These Standing Committee Bylaws shall be reviewed annually at the first regular Board of Directors meeting in January, after which amendments may be considered for adoption by the Board.
- 8.2. The CCSD Board of Directors retains sole authority to amend these Bylaws. A majority of the CCSD Board of Directors must approve any amendments.



### CCSD STANDING COMMITTEE APPLICATION

Please check which committee you are applying for. You may apply for more than one committee when you complete the application. The CCSD keeps Standing Committee applications for further committee vacancies for two years.

The Finance Standing Committee reviews budget processes and financial management to promote fiscal stability and instill public trust.

The Resources & Infrastructure Committee assesses existing resources and gathers information regarding the infrastructure and resource needs of the community.

The Parks, Recreation & Open Space (PROS) Committee assesses existing resources and gathers information regarding the parks, open space, and recreational needs of the community.

We are excited to announce the formation of a new standing committee focused on Fire Preparedness beginning in 2025. If you are interested in applying to be part of this important initiative, please indicate your interest by checking this box. In January, the Board of Directors will discuss more details about the committee's objectives and application process.

#### Deadline: Open until filled

If you are interested in serving the community as a CCSD Standing Committee member, please complete this application and return it to:

- CCSD Administration Office during regular business hours
- CCSD Administration drop boxes located at 2150 Main Street, #1-A, Cambria, CA 93428
- Mail to CCSD, Attention: Haley Dodson, PO Box 65 Cambria, CA 93428
- Haley Dodson at [hdodson@cambriacsd.org](mailto:hdodson@cambriacsd.org)

For more information about the CCSD Standing Committees, please refer to the [CCSD website](#). The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to disclose their personal assets and income publicly. Individuals must also disqualify themselves from participating in decisions that may affect their personal financial interests. Standing Committee members are required by law to file a [Statement of Economic Interest form](#).

Name: James Bahringer

Home Address: [REDACTED]

City: Cambria

State: Ca

Zip Code: 93428

Email: [REDACTED]

Home Telephone: [REDACTED]

Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? yes

I have been a registered voter at the address listed above since: 1999

If less than six months, what is your last voter registration address and date?

#### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

Interested in finding common ground in dialog among Cambria Residents.

Former CCSD Board member and Board President.

*I prefer Finance committee but will serve at the pleasure of the board.*

Signature:

Date: 12/5/2004



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Name: Donn Howell

Home Address: [REDACTED]

City: Cambria State: CA Zip Code: 93428

Email: [REDACTED]

Home Telephone: [REDACTED] Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? yes

I have been a registered voter at the address listed above since: 2005

If less than six months, what is your last voter registration address and date?

#### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

Former director, CCSD. Chair & subsequently member of Policy Committee. Member of R&I committee during its early days.

Signature: *Donn Howell*

Date: 12/13/24





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Name: Mark Glanzman

Home Address: [REDACTED]

City: Cambria

State: Ca

Zip Code: 93428

Email: [REDACTED]

Home Telephone: N/A

Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? Yes

I have been a registered voter at the address listed above since: 2021

If less than six months, what is your last voter registration address and date?

#### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

See attached.

DocuSigned by:  
Signature: *Mark Glanzman*

Date: December 16, 2024

Parks & Recreation: I was on the MYBL Board for 25 years as a member and manager of the youth baseball program in Monrovia Ca. I managed the snack bar, managed/coached a number of teams, scheduled league and travel team programs and conducted numerous fund raisers.

Fire Preparedness: When working as a Contract Administrator for Pasadena City College one of my greatest achievements was working on the committee for construction of an Emergency Operation Center (EOC) which we partnered with the cities of Pasadena and Glendale Police and Fire Departments along side a funding partner Cal Tech. There were fifty eight (58) thousand students on our campus and the EOC was designed and built with high tech computers, dual redundant phone systems, large screen TV's, electronic white boards and much more with the various workstations for finance, logistics, public relations and a command center that was second only to major metropolitan emergency response centers. I was the Supply Chain/Logistics liaison and established contracts for major hardware stores, medical supplies and food/water services in case of a major catastrophe.



### CCSD STANDING COMMITTEE APPLICATION

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Name: Cheryl McDowell

Home Address: [REDACTED]

City: Cambria

State: Ca

Zip Code: 93428

Email: [REDACTED]

Home Telephone: [REDACTED]

Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? yes

I have been a registered voter at the address listed above since: 1986

If less than six months, what is your last voter registration address and date?

#### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

I have served currently and past years on the Finance Committee.

I also served as Vice Chair of Finance along side with Tom Gray.

I would like to continue to volunteer

Signature:

Date: December 17, 2024



### CCSD STANDING COMMITTEE APPLICATION

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Name: Shannon Sutherland

Home Address: [REDACTED]

City: Cambria

State: CA

Zip Code: 93428

Email: [REDACTED]

Home Telephone: [REDACTED]

Cell Telephone:

Are you a registered voter in Cambria? Yes

I have been a registered voter at the address listed above since: 2010

If less than six months, what is your last voter registration address and date?

#### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

Solicitation Manager with over 20 years of experience in information systems, project mangement, documemt control, writing and editing. Extensive research, data compilation, and management skills. Diverse exposure in mechanical and software engineering, communications, and customer service. Collaborative, detail-oriented with experience authoring high-quality documentation, templates, user guides/manuals, proposals, and whitepapers that clearly and efficiently explain highly complex systems and processes. Hyper-organized and self-motivated with excellent communication and problem-solving dexterity.

Signature: *Shannon Sutherland*

Date: 12/13/2024



## CCSD STANDING COMMITTEE APPLICATION

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Name: Alice Wysocki

Home Address: [REDACTED]

City: Cambria

State: CA

Zip Code: 93428

Email: [REDACTED]

Home Telephone: [REDACTED]

Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? YES

I have been a registered voter at the address listed above since: 2018

If less than six months, what is your last voter registration address and date?

### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

BA Economics 1983 UC Santa Barbara

Enrolled Agent with US Treasury 1994- current

Signature:

*Alice Wysocki*

Date:

December 16, 2024



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Name: Keith Hinrichsen

Home Address: [REDACTED]

City: Cambria

State: CA

Zip Code: 93428

Email: [REDACTED]

Home Telephone: [REDACTED]

Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? yes

I have been a registered voter at the address listed above since: 1999

If less than six months, what is your last voter registration address and date? n/a

### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

I served the last months of last term on the CCSD Finance Committee. I am now retired but prior to this I had managed components of my department including their finances. Additionally, I ran a small construction business for 14-15 years and managed those budgets.

Educational wise, I have a BS and MBA, as well as my PMP.

Signature:

Date: 12/19/2024



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Name: JIM WEBB

Home Address: [REDACTED]

City: CAMBRIA

State: CA

Zip Code: 93428

Email: [REDACTED]

Home Telephone: [REDACTED]

Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? YES

I have been a registered voter at the address listed above since: 1988

If less than six months, what is your last voter registration address and date?

### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

LIFELONG RECREATIONAL ANGLER.  
 MEMBER OF CAMBRIA FISHING CLUB  
 MIPA SHAREHOLDER  
 SMO MPA Collaborative member  
 CCFRP Volunteer Angler

Signature: [Signature]

Date: 12/19/24



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Name: Jeff Wilson

Home Address: [REDACTED]

City: Cambria

State: CA

Zip Code: 93428

Email: [REDACTED]

Home Telephone: none

Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? yes

I have been a registered voter at the address listed above since: 2017

If less than six months, what is your last voter registration address and date? n/a

### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

Currently acting as Secretary of PROS Committee. Been on Committee since inception in late 2023. Am committed to continuing work and successes on Cambria Community Park and CCSD Open Space Planning efforts, along with other Goals established by PROS in 2024. Thank you.

Jeff Wilson

Signature:

Date: 12/31/24





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Name: Mark Meeks

Home Address: [REDACTED]

City: Cambria

State: Ca

Zip Code: 93428

Email: [REDACTED]

Home Telephone: [REDACTED]

Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? Yes

I have been a registered voter at the address listed above since: 2016

If less than six months, what is your last voter registration address and date?

#### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

25 years experience in facilities management and department management. 12 years experience in Planning and Development and project management.

Signature:

Date:

12/30/2024



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Name: STEVEN SIEBURGER

Home Address: [REDACTED]

City: Cambria State: CA Zip Code: 93428

Email: [REDACTED]

Home Telephone: [REDACTED] Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? YES

I have been a registered voter at the address listed above since: 2004

If less than six months, what is your last voter registration address and date?

#### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

contractor with exp. in water + waste water

Signature: [Handwritten Signature] Date: 1/2/2025



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Name: Karen Chrisman

Home Address: [REDACTED]

City: Cambria

State: CA

Zip Code: 93428

Email: [REDACTED]

Home Telephone: [REDACTED]

Cell Telephone: [REDACTED]

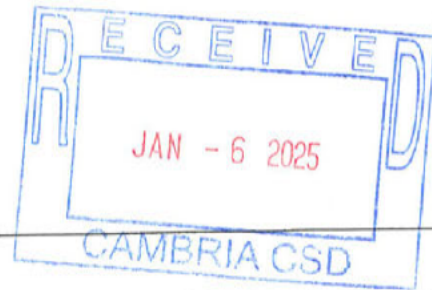
Are you a registered voter in Cambria? Yes

I have been a registered voter at the address listed above since: approximately 2018

If less than six months, what is your last voter registration address and date?

#### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

I am currently serving on the Finance Standing Committee and would like to continue to serve.



Signature: *Karen Chrisman*

Date: 01/04/25



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Name: Scott McCann

Home Address: [REDACTED]

City: Cambria

State: CA

Zip Code: 93428

Email: [REDACTED]

Home Telephone: [REDACTED]

Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? Yes

I have been a registered voter at the address listed above since: 5/2022

If less than six months, what is your last voter registration address and date? N/A

### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

With the Board's blessing, I look forward to the opportunity to continue lending oversight and advice to the CCSD's financial management. In my partial term, I served on the ad hoc committees for Reserve Policy and Revenue Enhancement and contributed to the reports to the Board. I am currently of the LT Capital Planning ad hoc committee which is seeking to better predict our capital needs and match them to all potential funding sources.

A licensed physical therapist, I previously attained extensive and varied finance experience gained in corporate finance and commercial lending roles with both a Fortune 200 company and major regional banks. In these roles, I

- Directed formulation, approval and administration of operating and capital budgets, led and performed financial analysis for capital projects and operational efficiencies and participated in raising capital from public and private debt markets.

- Personally presented work product to senior management including C-level officers and worked in concert with outside consultants and investment bankers.

My wife and I love living in Cambria and I wish to continue serving the community in a way which will both help maintain its unique character while helping optimize vital service delivery and infrastructure in a financially efficient and sustainable manner. Please refer to the attached for more information on my relevant financial experience. Thank you.

*(See attached resume)*

Signature:

*[Handwritten Signature]*

Date:

*1/3/25*

# W. SCOTT MCCANN

[REDACTED], Cambria CA 93428  
[REDACTED]

## RELEVANT FINANCE EXPERIENCE

Extensive and varied finance experience gained in corporate finance and commercial lending roles with both Fortune 500 company and major regional banks. Directed formulation, approval and administration of operating and capital budgets, led and performed financial analysis for capital projects and operational efficiencies and participated in raising capital from public and private debt markets. Personally presented work product to senior management including C-level officers and worked in concert with outside consultants and investment bankers.

### **Northwest Airlines - Eagan, MN**

#### ***Project Leader – Fleet Planning***

- Performed strategic analyses to optimize Northwest Airlines fleet and provide basis for airframe/engine acquisition or retirement. Balanced multiple projects & presented findings to senior management. Supported and participated in negotiations for contract and delivery of aircraft and engine systems in excess of \$3 billion.

#### ***Senior Associate - Corporate Finance***

- Led analyses geared toward optimal capital structure as well as the identification, negotiation and execution of public and bank financing transactions including debt offerings in excess of \$1 billion. Measured impact of these on financial and cash flow statements and disclosures. Performed \$250 million lease/purchase analysis for delivery of six new widebody aircraft.

#### ***Senior Financial Analyst***

- Coordinated & oversaw analysis of aircraft, marketing systems and facilities projects. Provided valuations and recommendations on capital projects in excess of \$100 million. Analyzed business impact of programs. Managed interdepartmental task force charged with analyzing and obtaining approval for NWA's e-ticket product.

### **United Jersey Banks - Princeton, NJ**

#### ***Corporate Banking Officer***

- Conducted research and direct marketing to identify potential clients based on needs for services in which the bank held a competitive advantage. Arranged a variety of long-term and short-term financing vehicles which captured business due to meeting unique customer requirements.
- \*Financial/Risk Analysis - Assessed clients' needs and debt service capacity through cash flow forecasting and analysis. Supervised credit analysts in the drafting of financing proposals and presented these to the Senior Loan Committee of the bank.

## EDUCATION

### **Mount Saint Mary's University - Los Angeles, CA**

- Doctorate of Physical Therapy

### **Cornell University – S.C. Johnson Graduate School of Management - Ithaca, NY**

- MBA in Finance

### **Katholieke Universiteit Leuven – Leuven, Belgium**

- MBA in International Finance & Management

### **Lafayette College -- Easton, PA**

- B.A. in Business & Economics

## PROFESSIONAL LICENSURE

- California Physical Therapy License (Issued 5/2017)



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Name: Gary Stephenson

Home Address: [REDACTED]

City: Cambria

State: CA

Zip Code: 93428

Email: [REDACTED]

Home Telephone: [REDACTED]

Cell Telephone: [REDACTED]

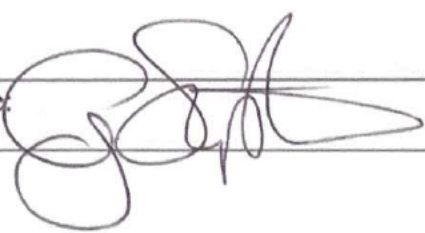
Are you a registered voter in Cambria? Yes

I have been a registered voter at the address listed above since: 1999

If less than six months, what is your last voter registration address and date?

### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

CUHS Boosters President - 5 years  
Cambria Youth Athletic Association President - Multiple years  
Little League Representative for Cambria - Multiple years  
Little League Coach - 12 years  
CUHS Assistant Baseball Coach - 8 years  
Cambria Lions Club Member

Signature: 

Date: 1/8/2024



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Name: Matthew Jaffe

Home Address: [REDACTED]

City: Cambria State: California Zip Code: 93428

Email: [REDACTED]

Home Telephone: Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? Yes

I have been a registered voter at the address listed above since: 9/22

If less than six months, what is your last voter registration address and date?

#### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

During my 20 years as a senior writer at Sunset magazine and as an independent journalist covering outdoor recreation and the environment, I gained extensive knowledge about national, state, and local parks throughout the American West. On a local level, I first visited Cambria 35 years ago and since that time wrote a number of articles about outdoor destinations in the area, including Fiscalini Ranch (back when it was still East West Ranch), the Hearst Ranch Conservation Easement, Estero Bluffs State Park, and Harmony Headlands State Park. I have developed a solid understanding of the area's natural and human history and spend time in Cambria's parklands on a daily basis. I would be honored to serve on the Parks, Recreation & Open Space Committee and believe that I could help contribute and collaborate on plans to preserve and enhance the community's recreational opportunities.

Signature:

Date: January 8, 2024



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Name: JIM Grimaud

Home Address: [REDACTED]

City: Cambria State: Ca Zip Code: 93428

Email: [REDACTED]

Home Telephone: [REDACTED] Cell Telephone: \_\_\_\_\_

Are you a registered voter in Cambria? yes

I have been a registered voter at the address listed above since: 2015

If less than six months, what is your last voter registration address and date?

#### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

worked with seismic data for oil exploration environment work field, Hazardous Materials disposal

Signature: Jim Grimaud Date: 1/14/2025





## CCSD STANDING COMMITTEE APPLICATION

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**Deadline: Open until filled**

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- Haley Dodson at [hdodson@cambriacsd.org](mailto:hdodson@cambriacsd.org)

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Name: Margaret DeLuca

Home Address: [REDACTED]

City: Cambria

State: Ca.

Zip Code: (3428)

Email: [REDACTED]

Home Telephone: [REDACTED]

Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? Yes

I have been a registered voter at the address listed above since: 1986

If less than six months, what is your last voter registration address and date?

### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

We moved to Cambria from Fresno in 1986 where we raised our two son. I am a former CERT member from approximately 2000 until the current reorganization. I have been in Banking and financial careers for most of my life and understand the need for proper planning and organization. I firmly believe that a proper plan and implementation of that plan will improve the quality of life here in our community, it will hopefully prevent the disasters we have recently witnessed in both Paradise and more recently Palisades.

Signature:

*Margaret DeLuca*

Date:

January 19, 2025



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Name: Ronald De Luca

Home Address: [REDACTED]

City: Cambria

State: ca.

Zip Code: 93428

Email: [REDACTED]

Home Telephone: [REDACTED]

Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? Yes

I have been a registered voter at the address listed above since: 1986

If less than six months, what is your last voter registration address and date?

### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

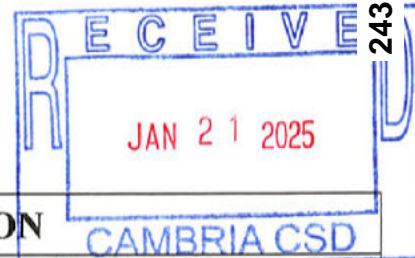
My family and I moved To Cambria from Fresno in 1986, we raised our two Boys and was an EMT for Cambria ambulance and a reserve firefighter in Cambria from 1989 until approximately 2000. I then became a full time Firefighter Security Officer for CA. State Parks, where I was an instructor for CA Parks Emergency Medical Responder program. I retired from the State in 2018. I am very interested in being a part of this program hoping to make a difference so we dont suffer the same fate as so many other communities like Paradise and Palisades. We need a program that will enable residents to have a safety plan for their survival and the survival of our community.

Signature:

*Ronald De Luca*

Date:

1-19-2025



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Name: Shelley Holden

Home Address: [REDACTED]

City: Cambria

State: CA

Zip Code: 93428

Email: [REDACTED]

Home Telephone: [REDACTED]

Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? Yes

I have been a registered voter at the address listed above since: 2021

If less than six months, what is your last voter registration address and date?

#### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

Although not specifically in finance, I have an extensive background in business (marketing and advertising). During my 30+ years, I was directly involved in budgeting, estimate generation/monitoring and project management. I am very task/goal oriented, organized and adept at problem solving. I also served on many task force committees and am very familiar with group dynamics.

Signature: *[Handwritten Signature]*

Date: 1/21/25



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Name: David Pierson

Home Address: [REDACTED]

City: Cambria

State: CA

Zip Code: 93428

Email: [REDACTED]

Home Telephone: N/A

Cell Telephone: [REDACTED]

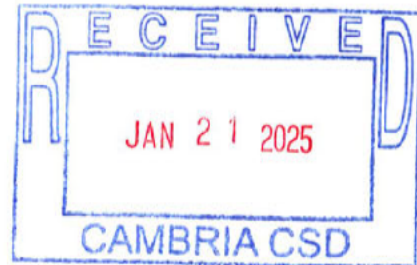
Are you a registered voter in Cambria? Yes

I have been a registered voter at the address listed above since: Yes

If less than six months, what is your last voter registration address and date?

#### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

Moderator of the Cambria Fire Safe Focus Group and 2nd Vice President of the San Luis Obispo County Fire Safe Council.



Signature:

Date:

January 16, 2025



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Name: Arthur Chapman

Home Address: [REDACTED]

City: Cambria State: CA Zip Code: 93428

Email: [REDACTED]

Home Telephone: [REDACTED] Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? Yes

I have been a registered voter at the address listed above since: 2000

If less than six months, what is your last voter registration address and date? n/a

#### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

25 years experience working for the County of Los Angeles, with County Counsel as an Investigator and as a Human Resources Analyst in the central Department of Human Resources. Wrote emergency plan to prepare for evacuation and remote work for over 4000 employees working in Administrative Headquarters in downtown Los Angeles. Instrumental in developing policy and procedures affecting all 40 departments and 85,000 employees in all areas of human resources activity. After retirement, Appointed by Supervisor Shirley Bianchi and Supervisor Bruce Gibson serving on the San Luis Obispo County Civil Service Commission.

Signature: *Arthur Chapman*

Date: 1/22/25

DocuSigned by: 6C386E9B5C7E42C...



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Name: Tony Safford

Home Address: [REDACTED]

City: Cambria

State: CA

Zip Code: 93428

Email: [REDACTED]

Home Telephone:

Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? Yes

I have been a registered voter at the address listed above since: 2021

If less than six months, what is your last voter registration address and date?

#### BACKGROUND (RELATED EXPERIENCE, SKILLS, OR QUALIFICATIONS)

Please see attached.

Signature:

Date: 1/25/2004

## FIRE PROTECTION STANDING COMMITTEE APPLICATION

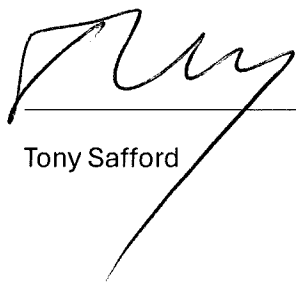
### BACKGROUND (Related Experience, Skills or Qualifications)

To borrow a phrase, a specter is haunting Cambria – the specter of wildfire. Yes, we are a “Firewise Community” but have the potential to be much much wiser.

Following lessons learned in Paradise, Lahaina and today in Southern California, I would like to see this Standing Committee identify and strongly advocate for the adoption of best practices that would: (1) enhance firefighting staff, resources and equipment; (2) create a community-wide culture of mitigation and preparedness; and (3) foster individuals’ commitment to self-reliance.

I am an active member of the Cambria Fire Safe Focus Group. I am leading the Red Cross Homeowner Preparedness pilot program in Cambria in consultation with the CFSFG and Chief Burkey. I am on the Board of California VOAD (Voluntary Organizations Active in Disaster); on the Steering Committee of the SLO VOAD; and act primarily as State Field Rep, Disaster Risk, Recovery & Response for Habitat For Humanity International working with Habitat affiliates across the State as they prepare for, respond to and recover from disasters. With various groups I have participated in Response and Recovery efforts in such places Haiti, the Philippines, Ecuador, Oklahoma, Colorado, Paradise, Merced, San Diego and, currently Southern California after its devastating fires.

Thank you for your consideration. Please let me know if I can provide any additional information.



---

Tony Safford

Date: 1/25/2004



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Name: **FRANK J DEMICCO P.E.**

Home Address: [REDACTED]

City: **CAMBRIA** State: **CA** Zip Code: **93428**

Email: [REDACTED]

Home Telephone: [REDACTED] Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? **YES**

I have been a registered voter at the address listed above since: **2004**

If less than six months, what is your last voter registration address and date? [REDACTED]

- Engineering Professional with over 40 years of Design, Construction, Operations, and Construction Management Experience in the Water and Wastewater Industry.
- Successful management and control of design services, and construction management for multiple water and sewer projects sized from \$10 Million to \$300Million, and 1.5 Billion Program Management,
- Proven leadership in design and construction management.
- Highly focused communication skills with internal and client staff at multiple levels including elected officials.
- Skilled at resolving obstacles between clients and contractors for effective delivery treatment of complex and troubled projects

Signature: **DeMicco, Frank** Date: **01/30/2025**

Digitally signed by DeMicco, Frank  
DN: cn=DeMicco, Frank, ou=USNYC1,  
email=Frank.Demicco@arcom.com  
Reason: I attest to the accuracy and  
integrity of this document  
Date: 2025.01.30 16:18:50 -0500





# Frank J. DeMicco

Construction Project Manager Director

Cambria, CA 93428  
 Cell [REDACTED]

- Professional with over 40 years of Design, Construction, Operations, and Construction Management Experience in the Water and Wastewater Industry.
- Successful management and control of design services, and construction management for multiple projects sized from \$10Million to \$300Million, and 1.5 Billion Program Management.
- Proven leadership in design and construction management.
- Highly focused communication skills with internal and client staff at multiple levels including elected officials.
- Skilled at resolving obstacles between clients and contractors for effective delivery treatment of complex and troubled projects.

### Education

BS, Civil Engineering, Manhattan Collage, New York, NY,

New York State Regents Scholarship

Majors: Sanitary Engineering and Soils Mechanics

Value Engineering Certificate - University of Wisconsin

30-hour OSHA Certificate

### Registration

Professional Civil Engineer: NJ

(PA, VA - Inactive Status)

### AECOM (2007 - 2023)

#### Rebuild By Design Hudson River Coastal Defense (2020 to Present)

NJDEP \$300M two (2) phase project is a multifaceted approach to managing stormwater from flooding and surge in Hoboken, Jersey City and Weehawken along the Hudson River. Project includes: a combination of hard infrastructure (such as bulkheads, floodwalls and seawalls) and soft landscaping features (such as berms and/or levees with children's park) that will act as barriers along the coast during exceptionally high tides and/or storm surge events It explores using hard infrastructure and soft landscape—including permeable paving, rain gardens, and rainwater storage—for coastal defense.

The project's comprehensive approach has four integrated components:

**Resist:** 9,000lf of floodwall focused at the two main breach points of water during Hurricane Sandy with rolling gates, storm doors and stop logs allowing for normal access and egress from protected zone.

**Delay:** Urban green infrastructure designed to focus on slowing stormwater runoff throughout the region using a combination of public and private amenities.

**Discharge:** Enhancements to Hoboken's existing stormwater management system to reduce combined sewage overflow and manage flooding.

DeMicco is the Lead Quality Manager for Bid Documents and Resident Engineer / Risk and Change Manager for DSOC services of the Project

#### NY\ C DEP Port Richmond STP DB Electrical Systems and Facility Upgrade Project (2020 - 2021)

AECOM is Owner's Advisor/ PM for a pilot program introducing design build project execution for NYC DEP major capital projects.

The Design-Builder shall provide all resources and professional services to perform the planning, engineering design, permitting, construction, furnishing of all materials, fabrication/installation, labor, and equipment necessary for the construction of the PR-135 Power Distribution Improvement Project at Port Richmond WRRF under a Design-Build Agreement. The WRRF project is to improve the reliability of the WRRF's power distribution system through the upgrade and replacement of select existing aging electrical distribution equipment throughout the facility. The Work will occur in an active water resource recovery facility requiring continuous uninterrupted operation. Upgrade of the existing electrical equipment, including the incoming Con Edison 5kV service feeders, 5kV main service switchgear, 5kV main distribution switchgear, secondary unit substations, motor control centers (MCCs) and associated electrical distribution equipment throughout the facility, replacement of the two (2) 5kV standby diesel-engine generators, new 480V black-start diesel generator, DC battery system, low voltage equipment (panelboards, transformers, ATS), as well as upgrading the existing electrical systems and associated areas for resiliency, current code requirements, HVAC, lighting, fire alarm system, grounding system upgrade, new staircase and elevator access and egress, architectural and structural repairs and improvements. The new main electrical distribution equipment and system configuration will also be designed to incorporate an existing large photovoltaic system

#### NYS DEC STP DB Bay Park Conveyance Design Build Project (2020 - 2021)

AECOM is Owner's Advisor/ PM for a unique partnership between NYS DEC and the Nassau County DPW to improve water quality and storm resiliency in Long Islands Western Bays. AECOM and Nassau County developed an innovative Project that will convey and average of 50 MGD of treated effluent from Bay Park STP located in Nassau County, New York, which currently discharges into Reynolds Channel to the

Cedar Creek WPCP ocean outfall. Under the authority of the State of New York a Design / Build contract RFP, was developed by AECOM and Nassau County. The DB Contract awarded successfully bid, negotiated and awarded on 11/16/2020 at \$439 Million.

The project will convey fully treated effluent by constructing a two (2) mile, 72-inch force main north from the BPSTP to the County-owned aqueduct which runs underneath Sunrise Highway; rehabilitating and lining a 7.3-mile stretch of the 72-inch abandoned aqueduct; and building a 1.6-mile, 72-inch force main from the aqueduct to the existing Cedar Creek Water Pollution Control Plant's ocean outfall pipe, which is seven (7) miles long and will carry treated water three (3) miles into the Atlantic Ocean. The new force main segments will be constructed using micro-tunneling 20 to 60 feet below the ground surface.

DeMicco is the Risk and Change Manager for the Project.

**NYC OMB Virtual VE- Hillview Reservoir Chemical Addition Facilities & Flow Control Improvements VE Study( 2021)** DeMicco brought over 40 years' design and construction experience to the study meetings including Project Overview & Agency Objectives, Virtual Tour of site and existing facilities, Design Team Presentation, Risk Design Team Estimator, and Function Analysis, and creative alternatives sessions. The value engineering team, including designer, NYCDEP, and OMB Representatives to collectively review the current design and brainstormed design options and construction alternatives for the project.

DeMicco contributed to the team establishing the criteria for judging the creative ideas. All of the ideas or alternatives generated were evaluated in the Criteria and Evaluation Phase of the workshops. VETC reviewed the short list of creative ideas being developed by the VE Team with NYCDEP and the Design Team.

The VE Team presented its proposals to NYCDEP and the Design Team. The major proposals were summarized, including the assumptions utilized. The intent was to reach decisions during the VE presentation in order to provide a clear understanding of the value of each proposal.

Key areas of recommendations included: Architectural (A); Structural/Geotechnical (S); Mechanical (M); Process/Instrumentation (P); Civil/Site; (CS); Constructability (C); Electrical (E).

**Rinconada Water Treatment Plant – Santa Clara County Water District – Reliability Project (2019 – 2020) w/ Cordoba Corporation**

DeMicco was engaged as Start-up and Commissioning Manager of \$147 Million Phase 2 facilities. That was successfully completed on June 17, 2020.

\$168 Million project included plant expansion and upgrade from 80 MGD to 100 MGD and treatment including pre-ozonation, upgrade of plant wide SCADA system, expansion to full plant standby power capacity, ozone contactors, ozonation building, new flocculation/sedimentation tanks, multimedia filters, and chlorine contact tanks.

**City of New York – North River Cogeneration Projects – NR-38, 39, 42, 43, 44 and 46 (2018 – 2019)**

CM Task Lead for all CM/Inspection services for six (6) concurrent projects by four (4) prime Contractors for the Cogeneration and Electrification of the North River Plant. Work included complete reconstruction of digester gas handling, storage and feed facilities to four (4) new digester gas fired generators for full plant operations, and future load shedding from Con Edison power feed; replacement of diesel engine pumping units with new electric motor right-angle drives. Overall work included replacement of all sludge pumps and grinders, replacement of all electrical MCCs and feeds to all major equipment units, major overhaul of existing Wiggins Gas Holder, new gas blowers and switchgear, Riverbank State Park duct bank and feeder replacement, and additional main sewage pump.

**Miami-Dade Water & Sewer Department – \$2.2B Consent Decree Program (2017 – 2018)**

CM Task Lead for all CM/Inspection services for Miami-Dade WASD 10 yr. Consent Decree Program. Managed 14 Program Management team members, and a field staff of 12 CMs, 12 REs, 23 Inspectors, 3 HSDs, 2 Commissioning and Start-up Engineers. CM Team managed up to 45 projects simultaneously with construction values totalling over \$700M on an ongoing basis. Program included upgrades to three (3) WWTPs combined 370MGD capacity, and thirty-four (34) PSs. As Program Lead CM, worked with AECOM PM team evaluating DB proposals for final design, construction, commissioning of \$135M sludge digester/ dewatering facility - the first of two (2) DB projects under the \$1.2B consent order program. Also included are over 300 miles of Collection System I/I repairs and replacements; 30 miles of DIP replacement of AC pipe force mains; and 10 miles of HPDE lining & PCCP replacement of aged 48" and 54" PCCP force mains.

**Nassau County Bay Park STP Outfall – Sunrise Highway Aqueduct Investigation and Assessment (2016 -2017)**

Senior Manager of project to inspect and assess suitability for reutilization of an existing eight (8) mile

long 72" diam, rivet steel aqueduct to transport treated wastewater effluent from Bay Park STP to Cedar Creek PCP. Engaging multiple sub consultants and contractors to perform mapping and profile of aqueduct within Sunrise Highway, create access ways for robotic inspection equipment, sample and analyse rivet steel pipe, compile data, and prepare assessment and viability report for aqueduct reuse.

**City of New York – Resiliency Program Management – 14 WWTP's and 57 Pumping Stations (2015-2016)**

During Hurricane Sandy, flooding affected 10 of New York City Department of Environmental Protection's (DEP) 14 Wastewater Treatment Plants (WWTP) and 57 of its 96 Wastewater pumping stations (WWPS). NYC recognized the need to harden DEP's wastewater infrastructure to reduce the probability of damage, service disruptions, and environmental impact from major hurricanes and storm surge events.

Part of Proposal and Cost Estimate development team that successfully won PM/CM/RE Program Management contract to provide design oversight and CM services to rebuild / create storm water protections for NJDEP facilities.

DeMicco managed the development of the Unit Price Book that is used by TOC designers (4) and JOC Contractors (15) to design and construct the following general adaptation strategies at its wastewater facilities throughout the City. Spending will exceed \$300 Million in the 1<sup>st</sup> 4 years of the program to apply a combination of: Installation of temporary and permanent flood barriers; and Flood proofing of buildings and equipment; Raise elevations of critical electrical motor control centers and panelboards; Installation of emergency backup power.

**DeKalb County Department of Water Management (DWM) Consent Decree Program (2016)**

Program Management (PgM) services to function as an extension of the DWM's \$326M Capital Management Group. The PgM will oversee over 40 design-build and design-bid-build to meet the consent order deadlines. DeMicco has developed estimates for contract scope changes and managed the development of a master specifications library for the program.

**City of New York – AWTPA-02 Carbon Addition for Biological Nitrogen Removal (BNR) at Bowery Bay, Tallman Island, Wards Island, 26<sup>th</sup> Ward, and Jamaica Bay WPCP's (2014-2015)**

AECOM is the Construction Manager for the five (5) site \$100Million Project. The project purpose is to meet NYS consent order nitrogen limits deadlines within two (2) years. This project requires close coordination of work

and strict adherence to key milestone dates set for each plant.

Completed constructability and biddability reviews of the design and schedule for the project at five (5) sites to construct supplementary carbon addition facilities for compliance with BNR requirements for East River and Jamaica Bay for over 650 million gallons per day treatment.

Construction Management, Resident Engineering, and Field Inspection responsibilities for project construction underway with a June 2016 date for completion.

#### **City of New York – Bowery Bay 150 MGD WPCP Plant Biological Nitrogen Removal (BNR) Upgrade (2010-2014)**

Senior Construction Manager for the \$300 Million BNR upgrade project for the Bowery Bay WPCP. Responsible for coordinating and managing work of three (3)



150 MGD \$300 Million Bowery Bay Project

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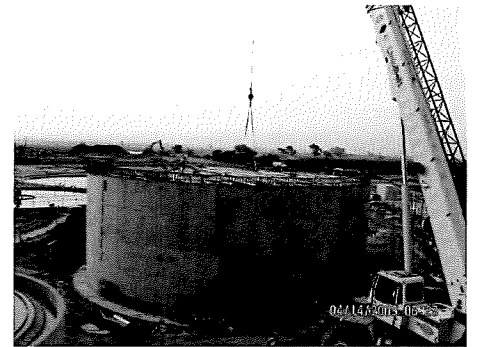
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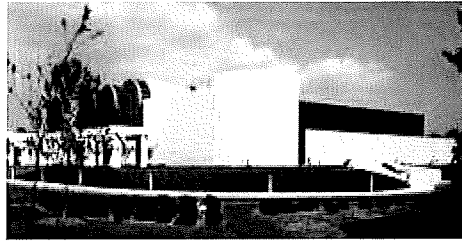
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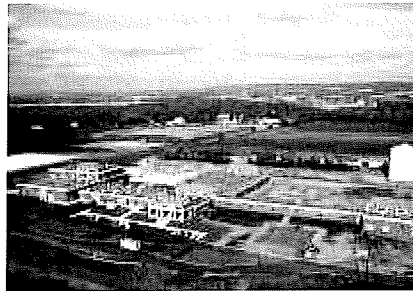
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**Design and Construction Management of a new \$50 million, forty (40) MGD Canal Road Water Treatment Plant construction for Elizabethtown Water Company (New Jersey)**

Successfully negotiated a joint venture between Consulting Engineers B&J, Camp Dresser, and McKee (CDM). Part of Basis of Design report team for new plant design utilized ozone pre- and mid-stream treatment with GAC deep bed filters. Project was the second major Ozone water treatment plant in New York Metropolitan Area.



(1968 - 1976)

**Whitler Contracting Company, Inc. Dix Hills, NY**  
Project Manager

Responsibilities included supervision of asphalt paving and repaving on various New York City, Department of Parks contracts; replacement of roadway, curb and sidewalks on various New York City, Department of Highway contracts. In complete charge of all heavy equipment assignments for all projects of the company.

**Paterno & Sons, Inc. (New York, NY)**

**Superintendent for the construction of a 10 MGD activated sludge sewage treatment plant and pumping station (West Haverstraw, New York).**

Project entailed driving over 1000 timber support piles for foundations of all tanks, piping, and structures at the site. The influent pumping station excavation was steel sheeted over 30 feet deep in blue clay soil requiring unique uplift protection. Work included reinforced concrete aeration basins, primary and secondary clarifiers, sludge digesters, and sludge pumping station.

**Superintendent for the Construction of a Reinforced Box Culvert Storm Water Outlet (Brooklyn, New York) for NYC DEP**

Project tasks included intercepting sewers and timber bulkhead outfall for the Newton Creek Pollution Control Project. Each of the dual box sewer culverts was fifteen by ten (15ft x 10 ft) high, essentially occupying the full width of the roadway. Construction excavation was of steel soldier pile and timber sheeting design with the heavy construction equipment operating on a pontoon roadway spanning the excavation. A six by eight (6ft x 8ft) high interceptor sewer was first constructed below the sub-grade of the box sewer at times reaching 40 feet deep. A special storm water separation chamber (regulator) was constructed to separate sanitary flow from storm water, and included an emergency overflow outfall was built for severe storms.

**Field Superintendent - Construction Company in City of New York (Bronx, Queens, Brooklyn, and Staten Island Boroughs) for NYC DEP**

Bid and performed numerous construction contracts for the installation of sanitary and storm sewers in and for City of New York DEP. Responsible for field layout of work and direction of staff. Management included coordination of road traffic detours, interface with community groups and coordination with City Water and Sewer department, and public telephone, electric, gas, steam, and oil pipeline companies. Work ranged from 12" diam. to 60" diam. pipe (VCP, RCP, PCCP, and Steel) in trenches utilizing soldier beams and lagging, and timber wales, and sheeting, within active metropolitan roadways with depths from 10ft to 28ft. Deep excavations with active traffic required soldier beam and lagging installations. Roadway restoration required curb-to-curb pavement replacement for larger and deeper pipelines.



### CCSD STANDING COMMITTEE APPLICATION

Please check which committee you are applying for. You may apply for more than one committee when you complete the application. The CCSD keeps Standing Committee applications for further committee vacancies for two years.

- The Finance Standing Committee reviews budget processes and financial management to promote fiscal stability and instill public trust.
- The Resources & Infrastructure Committee assesses existing resources and gathers information regarding the infrastructure and resource needs of the community.
- The Parks, Recreation & Open Space (PROS) Committee assesses existing resources and gathers information regarding the parks, open space, and recreational needs of the community.
- The Fire Protection Committee will focus on effective planning, implementation, and evaluation of fire protection policies, resources and programs.

**Deadline: Open until filled**

If you are interested in serving the community as a CCSD Standing Committee member, please complete this application and return it to:

- CCSD Administration Office during regular business hours
- CCSD Administration drop boxes located at 2150 Main Street, #1-A, Cambria, CA 93428
- Mail to CCSD, Attention: Haley Dodson, PO Box 65 Cambria, CA 93428
- Haley Dodson at [hdodson@cambriacsd.org](mailto:hdodson@cambriacsd.org)

For more information about the CCSD Standing Committees, please refer to the [CCSD website](#). The Political Reform Act (Government Code Section 82000, etc. Seq.) requires most state and local government officials and employees to disclose their personal assets and income publicly. Individuals must also disqualify themselves from participating in decisions that may affect their personal financial interests. Standing Committee members are required by law to file a [Statement of Economic Interest form](#).

Name: FRANK J DEMICCO

Home Address: [REDACTED]

City: CAMBRIA State: CA Zip Code: 93428

Email: [REDACTED]

Home Telephone: [REDACTED] Cell Telephone: [REDACTED]

Are you a registered voter in Cambria? YES

I have been a registered voter at the address listed above since: 2004

If less than six months, what is your last voter registration address and date? [REDACTED]

- Engineering Professional with over 40 years of Design, Construction, Operations, and Construction Management Experience in the Water and Wastewater Industry.
- Successful management and control of design services, and construction management for multiple water and sewer projects sized from \$10 Million to \$300Million, and 1.5 Billion Program Management,
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- Skilled at resolving obstacles between clients and contractors for effective delivery treatment of complex and troubled projects

Signature: DeMiccio, Frank

Digitally signed by DeMiccio, Frank  
DN: cn=DeMiccio, Frank, ou=USNV01,  
email=Frank.DeMiccio@escom.com  
Reason: I attest to the accuracy and  
integrity of this document  
Date: 2025.01.30 16:18:10 -0500

Date: 01/30/2025



## Frank J. DeMicco

Construction Project Manager Director

██████████  
Cambria, CA 93428  
Cell ██████████

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### Education

BS, Civil Engineering, Manhattan College, New York, NY.

New York State Regents Scholarship

Majors: Sanitary Engineering and Soils Mechanics

Value Engineering Certificate - University of

Wisconsin

30-hour OSHA Certificate

### Registration

Professional Civil Engineer: NJ

(PA, VA - Inactive Status)

### AECOM (2007 - 2023)

#### Rebuild By Design Hudson River Coastal Defense (2020 to Present)

NJDEP \$300M two (2) phase project is a multifaceted approach to managing stormwater from flooding and surge in Hoboken, Jersey City and Weehawken along the Hudson River. Project includes: a combination of hard infrastructure (such as bulkheads, floodwalls and seawalls) and soft landscaping features (such as berms and/or levees with children's park) that will act as barriers along the coast during exceptionally high tides and/or storm surge events It explores using hard infrastructure and soft landscape—including permeable paving, rain gardens, and rainwater storage—for coastal defense.

The project's comprehensive approach has four integrated components:

**Resist:** 9,000lf of floodwall focused at the two main breach points of water during Hurricane Sandy with rolling gates, storm doors and stop logs allowing for normal access and egress from protected zone.

**Delay:** Urban green infrastructure designed to focus on slowing stormwater runoff throughout the region using a combination of public and private amenities.

**Discharge:** Enhancements to Hoboken's existing stormwater management system to reduce combined sewage overflow and manage flooding.

DeMicco is the Lead Quality Manager for Bid Documents and Resident Engineer / Risk and Change Manager for DSDC services of the Project

#### NY\ C DEP Port Richmond STP DB Electrical Systems and Facility Upgrade Project (2020 - 2021)

AECOM is Owner's Advisor/ PM for a pilot program introducing design build project execution for NYC DEP major capital projects.

The Design-Builder shall provide all resources and professional services to perform the planning, engineering design, permitting, construction, furnishing of all materials, fabrication/installation, labor, and equipment necessary for the construction of the PR-135 Power Distribution Improvement Project at Port Richmond WRRF under a Design-Build Agreement. The WRRF project is to improve the reliability of the WRRF's power distribution system through the upgrade and replacement of select existing aging electrical distribution equipment throughout the facility. The Work will occur in an active water resource recovery facility requiring continuous uninterrupted operation. Upgrade of the existing electrical equipment, including the incoming Con Edison 5kV service feeders, 5kV main service switchgear, 5kV main distribution switchgear, secondary unit substations, motor control centers (MCCs) and associated electrical distribution equipment throughout the facility, replacement of the two (2) 5kV standby diesel-engine generators, new 480V black-start diesel generator, DC battery system, low voltage equipment (panelboards, transformers, ATS), as well as upgrading the existing electrical systems and associated areas for resiliency, current code requirements, HVAC, lighting, fire alarm system, grounding system upgrade, new staircase and elevator access and egress, architectural and structural repairs and improvements. The new main electrical distribution equipment and system configuration will also be designed to incorporate an existing large photovoltaic system

#### NYS DEC STP DB Bay Park Conveyance Design Build Project (2020 - 2021)

AECOM is Owner's Advisor/ PM for a unique partnership between NYS DEC and the Nassau County DPW to improve water quality and storm resiliency in Long Islands Western Bays. AECOM and Nassau County developed an innovative Project that will convey and average of 50 MGD of treated effluent from Bay Park STP located in Nassau County, New York, which currently discharges into Reynolds Channel to the

Cedar Creek WPCP ocean outfall. Under the authority of the State of New York a Design / Build contract RFP, was developed by AECOM and Nassau County. The DB Contract awarded successfully bid, negotiated and awarded on 11/16/2020 at \$439 Million.

The project will convey fully treated effluent by constructing a two (2) mile, 72-inch force main north from the BPSTP to the County-owned aqueduct which runs underneath Sunrise Highway; rehabilitating and lining a 7.3-mile stretch of the 72-inch abandoned aqueduct; and building a 1.6-mile, 72-inch force main from the aqueduct to the existing Cedar Creek Water Pollution Control Plant's ocean outfall pipe, which is seven (7) miles long and will carry treated water three (3) miles into the Atlantic Ocean. The new force main segments will be constructed using micro-tunneling 20 to 60 feet below the ground surface.

DeMicco is the Risk and Change Manager for the Project.

**NYC OMB Virtual VE- Hillview Reservoir Chemical Addition Facilities & Flow Control Improvements VE Study( 2021)** DeMicco brought over 40 years' design and construction experience to the study meetings including Project Overview & Agency Objectives, Virtual Tour of site and existing facilities, Design Team Presentation, Risk Design Team Estimator, and Function Analysis, and creative alternatives sessions. The value engineering team, including designer, NYCDEP, and OMB Representatives to collectively review the current design and brainstormed design options and construction alternatives for the project.

DeMicco contributed to the team establishing the criteria for judging the creative ideas. All of the ideas or alternatives generated were evaluated in the Criteria and Evaluation Phase of the workshops. VETC reviewed the short list of creative ideas being developed by the VE Team with NYCDEP and the Design Team.

The VE Team presented its proposals to NYCDEP and the Design Team. The major proposals were summarized, including the assumptions utilized. The intent was to reach decisions during the VE presentation in order to provide a clear understanding of the value of each proposal.

Key areas of recommendations included: Architectural (A); Structural/Geotechnical (S); Mechanical (M); Process/Instrumentation (P); Civil/Site; (CS); Constructability (C); Electrical (E).

**Rinconada Water Treatment Plant – Santa Clara County Water District – Reliability Project (2019 – 2020) w/ Cordoba Corporation**

DeMicco was engaged as Start-up and Commissioning Manager of \$147 Million Phase 2 facilities. That was successfully completed on June 17, 2020.

\$168 Million project included plant expansion and upgrade from 80 MGD to 100 MGD and treatment including pre-ozonation, upgrade of plant wide SCADA system, expansion to full plant standby power capacity, ozone contactors, ozonation building, new flocculation/sedimentation tanks, multimedia filters, and chlorine contact tanks.

**City of New York – North River Cogeneration Projects – NR-38, 39, 42, 43, 44 and 46 (2018 – 2019)**

CM Task Lead for all CM/Inspection services for six (6) concurrent projects by four (4) prime Contractors for the Cogeneration and Electrification of the North River Plant. Work included complete reconstruction of digester gas handling, storage and feed facilities to four (4) new digester gas fired generators for full plant operations, and future load shedding from Con Edison power feed; replacement of diesel engine pumping units with new electric motor right-angle drives. Overall work included replacement of all sludge pumps and grinders, replacement of all electrical MCCs and feeds to all major equipment units, major overhaul of existing Wiggins Gas Holder, new gas blowers and switchgear, Riverbank State Park duct bank and feeder replacement, and additional main sewage pump.

**Miami-Dade Water & Sewer Department – \$2.2B Consent Decree Program (2017 – 2018)**

CM Task Lead for all CM/Inspection services for Miami-Dade WASD 10 yr. Consent Decree Program. Managed 14 Program Management team members, and a field staff of 12 CMs, 12 REs, 23 Inspectors, 3 HSDs, 2 Commissioning and Start-up Engineers. CM Team managed up to 45 projects simultaneously with construction values totalling over \$700M on an ongoing basis. Program included upgrades to three (3) WWTPs combined 370MGD capacity, and thirty-four (34) PSs. As Program Lead CM, worked with AECOM PM team evaluating DB proposals for final design, construction, commissioning of \$135M sludge digester/ dewatering facility - the first of two (2) DB projects under the \$1.2B consent order program. Also included are over 300 miles of Collection System I/I repairs and replacements; 30 miles of DIP replacement of AC pipe force mains; and 10 miles of HPDE lining & PCCP replacement of aged 48" and 54" PCCP force mains.

**Nassau County Bay Park STP Outfall – Sunrise Highway Aqueduct Investigation and Assessment (2016 -2017)**

Senior Manager of project to inspect and assess suitability for reutilization of an existing eight (8) mile

long 72" diam, rivet steel aqueduct to transport treated wastewater effluent from Bay Park STP to Cedar Creek PCP. Engaging multiple sub consultants and contractors to perform mapping and profile of aqueduct within Sunrise Highway, create access ways for robotic inspection equipment, sample and analyse rivet steel pipe, compile data, and prepare assessment and viability report for aqueduct reuse.

**City of New York – Resiliency Program Management – 14 WWTP's and 57 Pumping Stations (2015-2016)**

During Hurricane Sandy, flooding affected 10 of New York City Department of Environmental Protection's (DEP) 14 Wastewater Treatment Plants (WWTP) and 57 of its 96 Wastewater pumping stations (WWPS). NYC recognized the need to harden DEP's wastewater infrastructure to reduce the probability of damage, service disruptions, and environmental impact from major hurricanes and storm surge events.

Part of Proposal and Cost Estimate development team that successfully won PM/CM/RE Program Management contract to provide design oversight and CM services to rebuild / create storm water protections for NJDEP facilities.

DeMicco managed the development of the Unit Price Book that is used by TOC designers (4) and JOC Contractors (15) to design and construct the following general adaptation strategies at its wastewater facilities throughout the City. Spending will exceed \$300 Million in the 1<sup>st</sup> 4 years of the program to apply a combination of: Installation of temporary and permanent flood barriers; and Flood proofing of buildings and equipment; Raise elevations of critical electrical motor control centers and panelboards; Installation of emergency backup power.

**DeKalb County Department of Water Management (DWM) Consent Decree Program (2016)**

Program Management (PgM) services to function as an extension of the DWM's \$326M Capital Management Group. The PgM will oversee over 40 design-build and design-bid-build to meet the consent order deadlines. DeMicco has developed estimates for contract scope changes and managed the development of a master specifications library for the program.

**City of New York – AWTPA-02 Carbon Addition for Biological Nitrogen Removal (BNR) at Bowery Bay, Tallman Island, Wards Island, 26<sup>th</sup> Ward, and Jamaica Bay WPCP's (2014-2015)**

AECOM is the Construction Manager for the five (5) site \$100Million Project. The project purpose is to meet NYS consent order nitrogen limits deadlines within two (2) years. This project requires close coordination of work

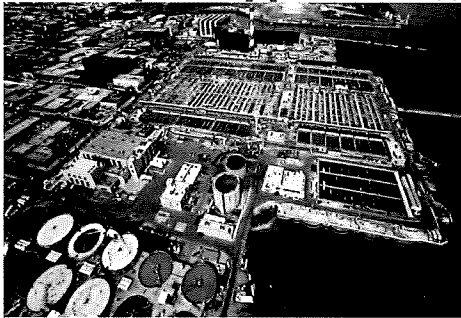
and strict adherence to key milestone dates set for each plant.

Completed constructability and biddability reviews of the design and schedule for the project at five (5) sites to construct supplementary carbon addition facilities for compliance with BNR requirements for East River and Jamaica Bay for over 650 million gallons per day treatment.

Construction Management, Resident Engineering, and Field Inspection responsibilities for project construction underway with a June 2016 date for completion.

**City of New York – Bowery Bay 150 MGD WPCP Plant Biological Nitrogen Removal (BNR) Upgrade (2010-2014)**

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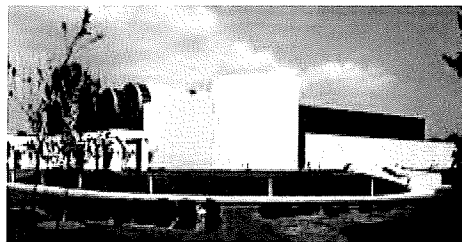
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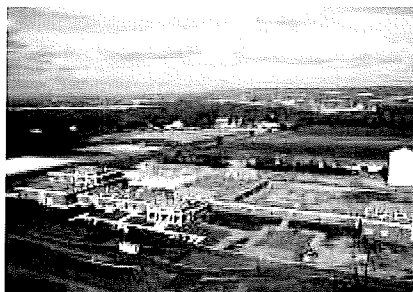
**Design, Construction Management and Start-up for the \$65 million Haworth Water Filtration Plant Expansion (from 50 MGD to 220 MGD capacity) (1985-1990)**

Project Manager responsible for design for plant expansion and upgrade involving process change from conventional coagulation/rapid sand filtration to pre-ozonation/direct filtration. Construction phase responsibilities included supervision of field inspection teams; coordination of work between two (2) prime contractors; and negotiation and preparation of all payments, change notices, change orders, and management of engineering and construction budgets. Work included training program for plant staff and start-up coordination between contractors, manufacturers, and utility staff.



**Design and Construction Management of a new \$50 million, forty (40) MGD Canal Road Water Treatment Plant construction for Elizabethtown Water Company (New Jersey)**

Successfully negotiated a joint venture between Consulting Engineers B&J, Camp Dresser, and McKee (CDM). Part of Basis of Design report team for new plant design utilized ozone pre- and mid-stream treatment with GAC deep bed filters. Project was the second major Ozone water treatment plant in New York Metropolitan Area.



(1968 - 1976)

**Whitler Contracting Company, Inc. Dix Hills, NY**  
Project Manager

Responsibilities included supervision of asphalt paving and repaving on various New York City, Department of Parks contracts; replacement of roadway, curb and sidewalks on various New York City, Department of Highway contracts. In complete charge of all heavy equipment assignments for all projects of the company.

**Paterno & Sons, Inc. (New York, NY)**

**Superintendent for the construction of a 10 MGD activated sludge sewage treatment plant and pumping station (West Haverstraw, New York).**

Project entailed driving over 1000 timber support piles for foundations of all tanks, piping, and structures at the site. The influent pumping station excavation was steel sheeted over 30 feet deep in blue clay soil requiring unique uplift protection. Work included reinforced concrete aeration basins, primary and secondary clarifiers, sludge digesters, and sludge pumping station.

**Superintendent for the Construction of a Reinforced Box Culvert Storm Water Outlet (Brooklyn, New York) for NYC DEP**

Project tasks included intercepting sewers and timber bulkhead outfall for the Newton Creek Pollution Control Project. Each of the dual box sewer culverts was fifteen by ten (15ft x 10 ft) high, essentially occupying the full width of the roadway. Construction excavation was of steel soldier pile and timber sheeting design with the heavy construction equipment operating on a pontoon roadway spanning the excavation. A six by eight (6ft x 8ft) high interceptor sewer was first constructed below the sub-grade of the box sewer at times reaching 40 feet deep. A special storm water separation chamber (regulator) was constructed to separate sanitary flow from storm water, and included an emergency overflow outfall was built for severe storms.

**Field Superintendent - Construction Company in City of New York (Bronx, Queens, Brooklyn, and Staten Island Boroughs) for NYC DEP**

Bid and performed numerous construction contracts for the installation of sanitary and storm sewers in and for City of New York DEP. Responsible for field layout of work and direction of staff. Management included coordination of road traffic detours, interface with community groups and coordination with City Water and Sewer department, and public telephone, electric, gas, steam, and oil pipeline companies. Work ranged from 12" diam. to 60" diam. pipe (VCP, RCP, PCCP, and Steel) in trenches utilizing soldier beams and lagging, and timber wales, and sheeting, within active metropolitan roadways with depths from 10ft to 28ft. Deep excavations with active traffic required soldier beam and lagging installations. Roadway restoration required curb-to-curb pavement replacement for larger and deeper pipelines.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.E**

FROM: Matthew McElhenie, General Manager  
Michael Burkey, Fire Chief

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Meeting Date: February 13, 2025      Subject: Discussion and Consideration of Introduction of Ordinance 01-2025 Adding Chapter 6.05 to the Cambria Community Services District Municipal Code Regarding Weed Abatement Standards - Amended 2/11/2025

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**FISCAL IMPACT:**

The introduction and adoption of the Weed Abatement Standards Ordinance will not have an immediate fiscal impact. However, once the Ordinance is adopted, it is important to note that a significant amount of staff time will be required to ensure the safety and welfare of Cambria residents. This will involve enforcing new weed abatement standards on both private and public properties.

**DISCUSSION:**

The Cambria CSD Fire Department and District Counsel, has prepared a proposed Weed Abatement Standards Ordinance for Board consideration. Ordinance 01-2025 has been drafted to add Chapter 6.05 to the CCSD Municipal Code.

The proposed Ordinance will ensure the safety and welfare of Cambria residents by mandating the abatement of hazardous weeds and vegetation on both private and public properties. The purpose and intent of this Ordinance are to establish weed abatement standards as regulations, defining the District's requirements for managing hazardous vegetation.

It is recommended that the Board of Directors introduce by title only Ordinance 01-2025 adding Chapter 6.05 to the Cambria Community Services District Municipal Code regarding Weed Abatement Standards and waive further reading.

**ATTACHMENTS:**

1. [Ordinance 01-2025 - Amended 2/11/2025](#)

ORDINANCE NO. 01-2025

CAMBRIA COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

DATED: , 2025

AN ORDINANCE ADDING CHAPTER 6.05 TO THE CAMBRIA COMMUNITY SERVICES DISTRICT MUNICIPAL CODE RELATING TO WEED ABATEMENT STANDARDS

WHEREAS, Government Code Section 61100(d) authorizes the Cambria Community Services District to “Provide fire protection services, rescue services, hazardous material emergency response services, and ambulance services in the same manner as a fire protection district, formed pursuant to the Fire Protection District Law, Part 2.7 (commencing with Section 13800) of Division 12 of the Health and Safety Code” and the District provides fire protection services to the community through its Fire Department; and

WHEREAS, the Cambria Community Services District conducts annual weed abatement under its Fire Hazard Fuel Reduction Program in accordance with the authority in Government Code Section 61100(t); and

WHEREAS, Government Code section 61060(b) provides the District with the authority “To adopt, by ordinance, and enforce rules and regulations for the administration, operation, and use and maintenance of the facilities and services listed in Part 3 (commencing with Section 61100)”;

and

WHEREAS, the uncontrolled growth and/or accumulation of weeds, grasses, hazardous vegetation and combustible materials or obstructions on sidewalks, streets, and on lands or lots within the District is dangerous or injurious to neighboring property and the health, safety, and welfare of residents of the District and surrounding areas; and

WHEREAS, such growth and accumulation constitutes a public nuisance in that it creates fire hazards, reduces the value of private property, promotes blight and deterioration, constitutes an unattractive nuisance, and creates a hazard to the health, safety, and general welfare of the public;

and

WHEREAS, the District is located in a wildland/suburban interface in which many of the native and non-native plant species within the jurisdictional boundaries of the District are highly flammable during dry periods and have contributed to significant wildfires resulting in catastrophic losses of life, property, and the environment. The risk of significant wildfires continues to increase for numerous reasons; and

WHEREAS, of paramount importance to the Board of Directors and the residents of the District is the protection of lives and property from the threat of fire and the safety of fire and law enforcement personnel during wildfires; and

WHEREAS, the Cambria Community Services District seeks to ensure the safety and welfare of Cambria residents by requiring the abatement of hazardous weeds and vegetation on private and public properties; and

WHEREAS, the purpose and intent of this Ordinance is to adopt weed abatement standards as regulations to define the District's requirements for weed abatement.

**NOW, THEREFORE,** The Board of Directors of the Cambria Community Services District Ordains as follows:

**Section 1.** Chapter 6.05. is hereby added to Title 6 of the Cambria Community Services District Municipal Code to read as follows:

**Chapter 6.05 – WEED ABATEMENT STANDARDS**

**6.05.010. – Purpose and Findings**

In accordance with Government Code Section 61100(d) the Cambria Community Services District provides fire protection services to the community. Pursuant to Government Code Section 61100(t), the District is also authorized to provide weed abatement services to “Abate weeds and rubbish pursuant to Part 5 (commencing Section 14875) of the Health and Safety Code...” Pursuant to that authority the District conducts an annual Fire Hazard Fuel Reduction Program. Additionally, Government Code section 61060(b) provides the District with the authority “To adopt, by ordinance, and enforce rules and regulations for the administration, operation, and use and maintenance of the facilities and services listed in Part 3 (commencing with Section 61100).” Accordingly, the purpose of this Chapter is to set forth standards for weed abatement to facilitate regulation and control of the growth and accumulation of weeds, grasses, and other combustible vegetation in order to reduce fire risks and protect the health, safety, and general welfare of the community.

This Chapter is not the exclusive regulation of fire protection, including hazardous weeds and prohibited materials in the Cambria Community Services District. It shall supplement and be in addition to the provisions of the California Fire Code and the International Wildland Urban Interface Code, as adopted by the District, and other related regulations heretofore or hereafter enacted by the State, the County, or any other legal entity or agency having jurisdiction.

The Board of Directors finds and determines that the uncontrolled growth and/or accumulation of weeds, refuse, and other discarded or abandoned materials on parking areas, streets, land or lots within the District reduces property values, promotes blight and deterioration, creates fire hazards, constitutes an attractive nuisance, creates a haven for rodents and insects, and creates a condition adverse to the health, safety and welfare of District residents.

### **6.05.020 Definitions**

“Weeds” shall mean any vegetation that is considered combustible, hazardous, or unsightly, including but not limited to grasses, bushes, shrubs, and trees, whether living or dead, and as further set forth in Health and Safety Code Section 14875.

“Noxious Plants” shall mean plants identified as invasive, harmful to the environment, or otherwise detrimental, including poison oak and other invasive species.

“Property Owner” shall mean the legal owner(s) of real property, and any tenant, agent, or representative.

“Fire Hazard Area” shall mean any area of property where vegetation poses a potential risk for the rapid spread of fire.

### **6.05.030 Applicability and Enforcement Authority**

This Chapter applies to all properties, both developed and undeveloped, within the boundaries of the Cambria Community Services District, including residential, commercial, industrial, and public lands.

The Fire Chief or his or her designee shall enforce the provisions of this Chapter. The Fire Department or personnel authorized by the Fire Chief shall conduct periodic inspections of properties to ensure compliance with this Chapter.

### **6.05.40 Standards for Property Maintenance and Weed Abatement**

Property Owners in the District shall:

- A. Maintain around structures, a firebreak made by removing and clearing away, for a distance of not less than 30 feet on each side thereof or to the property line, whichever is nearer, all Weeds. This subsection does not apply to single specimens of trees, ornamental shrubbery, or similar plants that are used as groundcover, if they do not form a means of rapidly transmitting fire from the native growth to any building or structure.
- B. Remove Weeds which are located within 100 feet of any building or structure, or to the property line, whichever is nearer.
- C. Remove Weeds 50 feet from the edge of improved roadways, 50 feet from each property line, and 10 feet on each side of driveways.
- D. Remove that portion of any tree that extends within 10 feet of the outlet of any chimney or stovepipe.

- E. Maintain any tree adjacent to or overhanging any building free of dead wood.
- F. Provide and maintain, at all times, a screen over the outlet of every chimney or stovepipe that is attached to any fireplace, stove, or other device that burns any solid or liquid fuel. The screen shall be constructed of nonflammable material with openings of not more than one-half inch in size.
- G. The following exemptions to the requirements of this Section shall apply:

Any land beyond 50 feet from improved streets, as declared by the County, State, or Federal Government, which has been acquired or managed, for one or more of the following purposes:

- a. Animal pastures and agricultural fields growing hay or grains. The interior portion of fenced pastures where the quantity of livestock significantly reduces the vegetative growth, therefore bringing the parcel into compliance. Agricultural fields must be cut at harvest time. Uncut hay and grain are subject to abatement.
- b. Habitat for endangered or threatened species that is a candidate for listing as an endangered or threatened species by the State of California or Federal Government.
- c. Land kept in a predominantly natural state as habitat for wildlife, plant, or animal communities.
- d. Open space lands that are environmentally sensitive parklands.
- e. Other lands having scenic values.

Abatement requirements shall be in effect in waterways where flood preparation measures and emergency flood control mitigation is necessary.

1. This exemption applies whether the land is held in fee title or any lesser interest. This exemption applies to any public agency and private entity that has dedicated the land, including water areas, to one or more of those purposes or uses, or any combination of public agencies and private entities making that decision.
2. This Section shall not be construed to prohibit the use of properly authorized prescribed burning to improve the biological function of land or to assist in the restoration of desired vegetation.
3. In the event that any lands adjacent to land, as described above, are improved such that they are subject to this Ordinance, the obligation to comply with the Standards in this Section shall be with the person owning, leasing, controlling, operating, or maintaining the occupied dwelling or occupied structure on the improved lands. All

maintenance, activities, and other fire prevention measures required by this Section shall be required only for the improved land and water areas as described above.

- H. In order to qualify for any of the foregoing exemptions, it is the Property Owner's responsibility to notify the Fire Department of the qualifying exemption at least 30 days prior to the weed abatement deadline for the first year of implementation. Notification shall be made to the Fire Chief and shall be under the sole discretion of the Fire Chief as to the applicability and authorization of the exemption.

#### **6.05.050 Declaration of Public Nuisance; Enforcement and Abatement**

Weeds, grass, and combustible vegetation growing or accumulating upon private property within the District, which do, or will when dry, create a fire hazard and which by virtue thereof constitute a danger to neighboring property or the health or welfare of residents in the vicinity are hereby declared to constitute a public nuisance.

In addition to the annual weed abatement/Fire Hazard Fuel Reduction Program, failure to maintain property in accordance with the Standards set forth in Section 6.05.040 that constitutes a fire hazard and public nuisance shall be subject to Civil Administrative Citations in accordance with the procedures set forth in Chapter 1.14 of this Code and are also subject to abatement pursuant to Section 1.14.050. Costs of abatement shall be recovered in accordance with Section 1.14.090 and Notices of Lien may also be recorded pursuant to that Section.

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

**Section 3.** This Ordinance shall take effect and be in full force and effect thirty (30) days after its passage.

**Section 4.** If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this

Ordinance. The Board of Directors hereby declares that it would have passed this Ordinance and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of this Ordinance would be subsequently declared invalid or unconstitutional.

The foregoing Ordinance was adopted at a regular meeting of the Board of Directors of the Cambria Community Services District held on the \_\_\_ day of \_\_\_\_\_, 2025.

AYES:

NAYS:

ABSENT:

\_\_\_\_\_

President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Haley Dodson  
Confidential Administrative Assistant

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



CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.F**

FROM: Matthew McElhenie, General Manager

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Meeting Date: February 13, 2025

Subject: Receive Public Input Related to the Strategic Plan -  
Amended 2/11/2025

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**FISCAL IMPACT:**

There is no fiscal impact associated with this item.

**DISCUSSION:**

On January 14, 2025, CCSD staff issued a notification to the public stating that the CCSD Board of Directors is seeking public input related to the Strategic Plan. The attached document contains the compiled public input received as part of this outreach effort.

It is recommended that the Board of Directors receive public input related to the Strategic Plan on:

- **Mission Statement for Cambria CSD:** *The Cambria Community Services District provides water, wastewater, fire protection and emergency services, parks recreation and open space, and accompanying Community Services to our customers in a safe, cost-effective, and environmentally sensitive manner.*
- **Vision Statement for Cambria CSD:** *Our vision is to serve our community by delivering sustainable, cost-effective services while practicing environmental stewardship and preserving the unique charm and atmosphere that make Cambria special.*
- The **Core Values** describe what CCSD values, recognizes and rewards. The current set of CCSD Core Values are listed below.
  - **Customer Service:** We provide exemplary services and support with a focus on the needs of our Community.
  - **Fiscal Responsibility:** We manage our finances in a prudent manner to sustain and protect the assets of the District, while considering Community needs.
  - **Respect:** Our interactions are undertaken ethically, with honesty, integrity and patience.
  - **Safety:** We follow strict safety policies, procedures, and regulations to protect our district personnel, our services, and our Community.
  - **Teamwork:** We recognize the qualities, abilities, and contributions of others and seek to work collaboratively across departments to carry out the District's Mission and Strategic Plan.
  - **Transparency:** We strive to conduct the business of the District in an open, honest, and direct manner while encouraging input and feedback from our Community.
  - **Stewardship:** We strive to leave our infrastructure, community, and environment in better condition for future generations.
- The current set of **CCSD Core Areas** are listed below.
  - **Core Area: Water Services - General. Strategic Goal:** MEET THE ONGOING CHALLENGES OF EFFECTIVELY AND RELIABLY MANAGING WATER RESOURCES IN OUR SENSITIVE ECOSYSTEM
  - **Core Area: Water Services - Water Reclamation Facility. Strategic Goal:** ADVANCE COASTAL DEVELOPMENT PERMIT (CDP) TO ACHIEVE COUNTY AND COASTAL COMMISSION APPROVAL

- **Core Area: Wastewater Services. Strategic Goal:** EXECUTE PHASED REPAIRS AND UPGRADES FOR THE WASTEWATER TREATMENT SYSTEM
- **Core Area: Fire Protection & Emergency Services. Strategic Goal:** PROVIDE OPTIMAL FIRE PROTECTION, WATER RESCUE, AND EMERGENCY MEDICAL SERVICES ON A 24/7 BASIS
- **Core Area: Facilities & Resources. Strategic Goal:** MANAGE AND PROVIDE STEWARDSHIP OF DISTRICT ASSETS, PARKS, RECREATION, AND OPEN SPACE IN A TIMELY, COST- EFFECTIVE, AND ENVIRONMENTALLY SENSITIVE MANNER
- Any additional comments, concerns, or recommendations.

**ATTACHMENTS:**

1. [Strategic Plan Elements](#)
2. [Mission Statement, Vision Statement, Core Values and Three-Year Goals](#)
3. [2025 Strategic Plan Public Input](#)

## Strategic Plan Elements

The CCSD Strategic Plan includes the following Elements, consistent with the Strategic Planning Process adopted at the 11/16/2023 Board meeting.

The **SWOT Analysis** provides an assessment of the current state:

- Internal **Strengths** and recent accomplishments.
- internal **Weaknesses**.
- **Positive External Factors:** External factors and trends which could have a positive impact on CCSD in the years ahead.
- **Negative External Factors:** External factors and trends which could have a negative impact on CCSD in the years ahead.

The **Mission Statement** provides a clear, unambiguous statement describing why CCSD exists, who it serves, and how.

The **Vision** provides a description of the Cambria we want future generations to inherit.

The **Core Values** describe what CCSD values, recognizes and rewards.

The **Core Areas** of service delivery are the basis upon which Strategic Goals will be focused.

The **Strategic Goals** describe what CCSD needs to accomplish in each Core Area, consistent with the Mission.

**Objectives** are measurable outcomes which will contribute to achieving a Strategic Goal.

**Supporting Actions** are significant tasks which we track to help ensure completion of the Objectives.

**Strategic Plan Progress Tracking:** on a semiannual basis, or more frequently as needed, the Board will review and update progress towards achieving the defined Strategic Goals and Objectives.

**CCSD STRATEGIC PLAN**  
**Board Approved on March 14, 2024**

**MISSION STATEMENT**

The Cambria Community Services District provides water, wastewater, fire protection and emergency services, parks recreation and open space, and accompanying Community Services to our customers in a safe, cost-effective, and environmentally sensitive manner.

**VISION STATEMENT**

Our vision is to serve our community by delivering sustainable, cost-effective services while practicing environmental stewardship and preserving the unique charm and atmosphere that make Cambria special.

**CORE VALUES**

**➤ CUSTOMER SERVICE**

We provide exemplary services and support with a focus on the needs of our Community.

**➤ FISCAL RESPONSIBILITY**

We manage our finances in a prudent manner to sustain and protect the assets of the District, while considering Community needs.

**➤ RESPECT**

Our interactions are undertaken ethically, with honesty, integrity and patience.

**➤ SAFETY**

We follow strict safety policies, procedures, and regulations to protect our district personnel, our services, and our Community.

**➤ TEAMWORK**

We recognize the qualities, abilities, and contributions of others and seek to work collaboratively across departments to carry out the District's Mission and Strategic Plan.

**➤ TRANSPARENCY**

We strive to conduct the business of the District in an open, honest, and direct manner while encouraging input and feedback from our Community.

**➤ STEWARDSHIP**

We strive to leave our infrastructure, community, and environment in better condition for future generations.

# CCSD STRATEGIC PLAN

Adopted August 11, 2022

## **THREE-YEAR GOALS**

(2022–2025 Not in Priority Order)

- Core Area:** *WATER SERVICES - GENERAL*  
**Strategic Goal:** MEET THE ONGOING CHALLENGES OF EFFECTIVELY AND RELIABLY MANAGING WATER RESOURCES IN OUR SENSITIVE ECOSYSTEM
- Core Area:** *WATER SERVICES - WATER RECLAMATION FACILITY*  
**Strategic Goal:** ADVANCE COASTAL DEVELOPMENT PERMIT (CDP) TO ACHIEVE COUNTY AND COASTAL COMMISSION APPROVAL
- Core Area:** *WASTEWATER SERVICES*  
**Strategic Goal:** EXECUTE PHASED REPAIRS AND UPGRADES FOR THE WASTEWATER TREATMENT SYSTEM
- Core Area:** *FIRE PROTECTION AND EMERGENCY SERVICES*  
**Strategic Goal:** PROVIDE OPTIMAL FIRE PROTECTION, WATER RESCUE, AND EMERGENCY MEDICAL SERVICES ON A 24/7 BASIS
- Core Area:** *FACILITIES AND RESOURCES*  
**Strategic Goal:** MANAGE AND PROVIDE STEWARDSHIP OF DISTRICT ASSETS, PARKS, RECREATION, AND OPEN SPACE IN A TIMELY, COST-EFFECTIVE, AND ENVIRONMENTALLY SENSITIVE MANNER

## 2025 Strategic Plan Public Input

### Review the Mission Statement and revise as needed.

- Sounds good to me, thorough!
- What if you added, "... and accompanying Community Services to our customers in a safe, cost-effective, equitable, and environmentally sensitive matter" so that you all are making an effort to serve the wide variety of different populations in Cambria, which would also tie in to your vision statement.
- Proposed Mission Statement: Mission Statement for Cambria CSD: The Cambria Community Services District's mission is to provide a resilient and reliable system of water supply and delivery, wastewater management, fire protection and emergency services, parks, recreation and open space, and accompanying Community Services to our customers, in a safe, cost-effective, sustainable, and environmentally sensitive manner.

### Review the Vision Statement and revise as needed.

- Quite beautiful!
- Perhaps adding a line, " and being open to change as that what will make Cambria better for all" so we don't get stuck in the same ways as you have always done.
- Proposed Vision Statement: Vision Statement for Cambria CSD: Our vision is of a thriving, multigenerational, and diverse community where all feel welcome and valued, and where the natural beauty that attracts us all to Cambria is preserved for generations to come. We see a District wherein all facilities and core services are well maintained and staffed, and continuous improvement is a reality. We see a Cambria where future generations work together to balance the many and diverse needs of those who love Cambria - those who live here, those who work here, those who want to live here, those who visit here, along with those who represent us at all levels of state and local government.

### Review the Core Values and revise as needed.

- I like the core values. Again, quite thorough!
- The Proposed CCSD Core Values are: • Customer Service: We provide exemplary services and support with a focus on the needs of our Community. • Fiscal Responsibility: We manage our finances in a prudent manner to sustain and protect the assets of the District, while considering Community needs. • Respect: Our interactions are undertaken ethically, with honesty, integrity and patience. • Safety: We follow strict safety policies, procedures, and regulations to protect our district personnel, our services, and our Community. • Teamwork: We recognize the qualities, abilities, and contributions of others and seek to work collaboratively across departments and other agencies, to carry out the District's Mission and Strategic Plan. • Transparency: We strive to conduct the business of the District in an open, honest, and direct manner while encouraging input and feedback from our Community. • Stewardship: We strive to leave our infrastructure, community, and environment in better condition for future generations.

### Review the Core Areas and revise as needed.

- Very concerned about a CDP, which includes the word development! We agreed to stop at the current number of citizens & any water resulting from reclamation is meant to serve these citizens in times of drought, which is now!!
- No feedback
- The Proposed Core Areas are: Core Area: WATER SERVICES - GENERAL Strategic Goal: MEET THE ONGOING CHALLENGES OF SUSTAINABLY, COST-EFFECTIVELY, AND RELIABLY INCREASING CAMBRIA'S WATER SUPPLY RESILIENCE AND DIVERSITY, WHILE EFFICIENTLY MANAGING WATER OPERATIONS AND ENHANCING WATER RESOURCES IN OUR SENSITIVE ECOSYSTEM. Core Area: WATER SERVICES - WATER RECLAMATION

FACILITY Strategic Goal: SECURE COUNTY AND COASTAL COMMISSION APPROVALS AND SECURE THE COASTAL DEVELOPMENT PERMIT (CDP). Core Area: WASTEWATER SERVICES Strategic Goal: PLAN, FUND, AND EXECUTE NEEDED REPAIRS AND UPGRADES FOR THE WASTEWATER TREATMENT SYSTEM Core Area: FIRE PROTECTION AND EMERGENCY SERVICES Strategic Goal: PROVIDE DEDICATED AND ADEQUATE EVACUATION ROUTES AND PROCEDURES, OPTIMAL FIRE PROTECTION SYSTEMS WITH ROBUST WATER STORAGE, SUPPORTING AN APPROPRIATE LEVEL OF FIRE PROTECTION, WATER RESCUE, AND EMERGENCY MEDICAL PERSONNEL AND SERVICES ON A 24/7 BASIS Core Area: FACILITIES AND RESOURCES - GENERAL Strategic Goal: MANAGE AND PROVIDE STEWARDSHIP OF DISTRICT ASSETS, PARKS, RECREATION, AND OPEN SPACE IN A TIMELY, COST- EFFECTIVE, AND ENVIRONMENTALLY SENSITIVE MANNER. Core Area: FACILITIES AND RESOURCES – FLOOD RISK MITIGATION AND MANAGEMENT Strategic Goal: COORDINATE WITH THE SAN LUIS OBISPO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT TO DEVELOP, FUND, AND IMPLEMENT A FLOOD RISK MITIGATION AND MANAGEMENT PLAN FOR THE COMMUNITY OF CAMBRIA.

**If you have any additional comments, concerns, or recommendations, please feel free to share them below.**

- Can you let the community know when the current water treatment debt will be paid off. We have lived in this community for 8 years, and no one has ever been able to explain what the plan is to the community. Debt is everyone's Achilles heel and will hold us all back.
- This concerning weed abatement. We have owned property in Cambria for 60 years and always keep out priority cleared This last year we missed having it cleared. You hired paradise trees service to clean the lot they charge \$3021 in the past we've always had Mike Rice clear the lot. His price was only around \$300. Refill the amount charged by paradise is totally uncalled for. This is an incident your board need to look into.
- Create an evacuation plan. Create additional evacuation routes. Schedule regular practice evacuations using updated plan and routes.
- The land owners on the water permit wait list should not be excluded from the plans of the water reclamation facility Meet the challenges of current and future needs
- Things get done too SLOWLY! Maybe we need a full time manager for our many needs and problems. There's a lot to handle in Cambria!
- Want feedback? Read the comments to the Nextdoor post about the Charlie Grace contract.
- You do cover the areas that you manage. However, this does not mention or propose any central planning or coordination between SLO County service/administration. You both seem to operate oblivious to each other. True, you do permit coordination for facilities but as far as any kind of county planning, financial coordination, control of the roads, parking, etc, Cambria is in its own bubble. The Lords of SLO enter and leave and you do not seem to have any communication that I can see. And you do not have a goal/attempt to do so. City planning and futuring with the County do not seem to exist. The NCAC is a poor vehicle for doing so; they do not seem to have a Community Planning Consciousness either. Other than comments on projects as they roll by, who is trying to conceptualize or state the future and shape of what we want in Cambria?
- I don't know if this belongs in the core areas, but possibly a line somewhere about being strategic and forward thinking to address the changes/severe weather that will impact cambria due to a warming climate.

- Fire Protection Plan must include evacuation of residents. What is being done to increase efficient evacuation (incl.. emergency notification of residents, traffic control, additional routes/emergency roads/conduits to connect to Highway 1)?
- Specialty knowledge areas such as 'forest management' may require expert consultation and/or training of staff. We are not sure if this is being done.
- Far too many important infrastructure projects remain significantly delayed, largely due to the absence of dedicated human resources to professional Project Management. Please include in your strat plans either the hiring of a dedicated, experienced, certified PMP (Project Management Professional), reporting directly to the GM and with oversight of each Department's projects, including timetables, budgets, collaboration with key stakeholders, reporting, and other fundamentals of quality project management. OR...select an existing Staff member and PMP train them for this role, again reporting directly to the GM. No disrespect to existing Staff, but it's very clear the District lacks this essential role at present. It's the Board's responsibility to make it happen, not Staff.
- The "Strategic Goals" are Objectives not goals, they are measures of the actions taken to achieve the overall goals and should be followed by "Actions or Strategies" to achieve stated Objectives. Fire PREVENTION and EVACUATION must be included in your Core Areas
- Cambria doesn't need to dump more money into the East Ranch community park or build a skatepark. Focus on the Cambria Fire Department and provide the first responders with what they need to protect this community in the event of a wildfire.
- I am very concerned about the dry fallen trees and branches on the CCSD property behind my house! Worried about FIRE!
- FIRE THAT CONVICTED FELON THAT BILKED SAN SIMEON THAT YOU JUST HIRED FOR CAMBRIA!!! ARE YOU PEOPLE KIDDING?? DO YOUR DUE DILIGENCE AND FIND A QUALIFIED CANDIDATE THAT IS NOT A THIEF!!! WHEN YOU MAKE A BAD DECISION LIKE THIS IT MAKES US ALL WATCH AND QUESTION WHY YOU HOLD YOUR POSITIONS.
- As a long time part-time resident (since 1990) I feel like your vision and mission statements should be a bit more vibrant. My comments are not meant to be critical, but to help elevate the important work the CSD performs.
- I concur with the items listed here, but would add a couple of things. Essentially, as part of any strategic plan for local services I would submit this it is critical to incorporate a plan to engage and coordinate with community members to augment in times of emergency where available emergency and relief services might either be overwhelmed or unavailable. There is a deep reservoir of willing volunteers in this community with a very diverse range of skill sets that could be useful in maintaining and strengthening the resilience of this community.. We need look no further than the recent examples of Hurricane Helene and the Palisades fire to illustrate the need to incorporate this collective resource into any plans. Two suggested additions to the strategic plan come to mind: 1.) Expand the Cambria CERT team and make explicit plans to incorporate them under specified conditions and a clearly defined and understood scope. Incorporate CERT members into training with CFD, Sheriff Dept., and other first responders to build connections and ensure smooth interoperability. We won't have time to figure it out in a crisis. 2.) Resilient communications--actively invest in and, at the county level advocate for, and expanded network of local HAM radio operators. Experiences in Lahaina, Maui and rural North Carolina, particularly, have demonstrated that the HAM radio net is critically important, operating when cell towers are down or data cables have burned through. The county needs to focus effort on upgrading some of the local infrastructure. Investing in a mobile Starlink platform would also provide resilient broadband data communications for a modest expense. I hope that these suggestions are helpful.
- CCSD needs capital to invest in modernizing and improving water, wastewater, and fire safety/protection infrastructure. Cambria has a large source of unrealized value frozen in the difference between the current value of residential lots with no water meters and the increased expected market



value if those lots had firm commitments for water service. CCSD can raise the needed capital by granting the water wait listed lots firm service commitments and harvesting its share of the gains through updated connection fees, a share of the property tax increase, additional service charges and available special assessments. CCSD can choose a pay-as-you-go program or one in combination with a modest borrowing program to accelerate delivery of the improvements. As we have for many years, the owners of the wait-listed lots stand ready to assist CCSD with facilitating these opportunities. We would welcome an opportunity to meet with staff and present our ideas.

- CORE AREA: ADDITIONAL BUILDING & WATER AVAILABLE UP TO NUMBER 100.
- It's definitely a tricky situation when public comment turns into a platform for misinformation or misleading claims. I think it's important for the Board to balance allowing free expression with maintaining integrity in the discussion. One approach could be for the Board to publicly correct falsehoods during meetings, perhaps with a brief statement of facts, or follow up with written responses to clarify any misunderstandings. This could help maintain trust without stifling voices.
- We need to address the board regarding the situation with the 2024 Fire Fuel Hazard Reduction Program and the extortionist methods employed by Mr. McElhenie to collect the exorbitant and fraudulent bills presented by the Paradise Tree Service by assessing unreasonable fines and late fees. Why is it that the late fees for water and sewer are waived, yet the land owners are extorted to pay unreasonable fines and fees. Our letters, emails, and calls, to Mr. McElehnie and the board of directors expressing our concerns have been ignored. We need answers and we need action to make these wrongs right. The lot owners of Cambria are already contributing to the general funds via the "Waitlist Maintenance" fees. We would like to know what are these fees used for? We are tired of being treated with disrespect and being belittled by the extremist figures in the local government. The public demands a transparent audit of the contractor's invoicing and relationship with Mr. McElehnie.
- The Cambria Community Services District's Three-Year Strategic Goals, along with the accompanying Objectives and Objectives Status Report constitute the entirety of the CCSD Strategic Plan. This public input process has stopped short of giving the public the opportunity to fully address the entire Strategic Plan. Once the Mission Statement, Vision Statement, Core Values, and Core Areas are reviewed, revised, and adopted, the Objectives and associated Action Items will need to be updated (and some re-focused) as well. I trust that the Board will consider all of the input provided by all of us who love Cambria, and act collaboratively, open mindedly, and boldly to seize the opportunities and make the changes needed to address all of the needs of this community. Specifically, the Cambria of today and tomorrow needs to be much more resilient. We must not be limited by the mis-perception that we live in a closed system. Or, that our hands are tied by the resources we have had and the way things were done by previous boards or staff. This Board, General Manager, staff, and committee members have begun taking bold action to realize a more enjoyable, secure, resilient and sustainable future. This Board now has a chance to enhance our Vision, Mission, Values, and Core areas to permit the CDP for the water reclamation facility, build a portfolio of new water resources, repair and upgrade our infrastructure, protect our citizens from fire and flood, protect our sensitive environment, and bring in the funding to make these goals achievable without burdening our existing customers. We need to be open to utilizing more than our own rates and fees to fund this future. The folks who love Cambria, and own a piece of infill property here, are willing to pay their way to become homeowners here. Now is the time for this Board to take the olive branch and begin the conversations and develop a comprehensive plan that will set the stage to bring in the funds, friends, and neighbors this Community needs to achieve our Vision. The state of California (via SB 8, 9, and 10) and the County of San Luis Obispo have made it clear to the CCSD that there is a severe housing crisis in California and this County at all income levels, that infill development is the most environmentally benign way of addressing this crisis, and that Cambria needs to take positive steps to end the moratorium on infill development here. The Los Angeles fires have now further exacerbated this extreme situation. At the same time, this Board can support our entire

community by formalizing the Core Area of Flood Risk Mitigation and Management. No, we are not going to carry the burden of these efforts alone. Following the floods of 1995 and 2001, the SAN LUIS OBISPO COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT GUIDE TO IMPLEMENTING FLOOD CONTROL PROJECTS “Guide”, was forged and released on December 30, 2009, from the San Luis Obispo County Flood Control and Water Conservation District (SLOCFC&WCD). This document is our roadmap for dealing with future flood issues, and the SLOCFC&WCD will guide us and assist in staffing and funding the effort. We need to leverage those resources to protect our community. A detailed look into our path forward can be found in an attachment at the end of the meeting agenda of the November 5, 2024 Resources and Infrastructure Committee Meeting.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.G**

FROM: Matthew McElhenie, General Manager

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Meeting Date: February 13, 2025      Subject: Discussion and Consideration of the Agenda and Preparations for the March 3, 2025 Strategic Planning Workshop Special Meeting

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**FISCAL IMPACT:**

There is no fiscal impact associated with this item.

**DISCUSSION:**

The Board of Directors will hold a meeting on February 13, 2025, to solicit public input related to the Strategic Plan, and will hold a Special Board Meeting on March 3, 2025, as a daylong Board Workshop, which the community will be able to observe in person and via Zoom.

The Workshop participants will attend a Special Board meeting at 10:00 a.m. on March 3, 2025. Dick Clark will lead and serve as facilitator for the Workshop. Consistent with the Annual Planning Calendar and CCSD Strategic Planning Process Flowchart outlined in the CCSD Strategic Planning Process Ad Hoc Committee Report, the process will be as follows:

1. Assess the current state.
  - o What are the Cambria Community Services District’s accomplishments since the March 4, 2024 Strategic Planning Workshop?
  - o What are the Cambria Community Services District’s current internal strengths?
  - o What are the Cambria Community Services District’s current internal weaknesses/challenges?
  - o What are the external factors/trends (e.g., economic, political, technological, health, and environmental) that will/might have a positive impact on the Cambria Community Services District?
  - o What are the external factors/trends (e.g., economic, health, technological, political, and environmental) that will/might have a negative impact on the Cambria Community Services District?
2. Review the Mission Statement and revise it as needed.
3. Review the Vision Statement and revise it as needed.
4. Review the Core Values and revise them as needed.
5. Review the Core Areas and revise them as needed.
6. Review the Strategic Goals in each Core Area and revise them as needed.
7. Review and update the Objectives and Supporting Actions for each Strategic Goal.
8. Semi-annual updates: Review progress and revise Objectives & Supporting Actions as needed.

Unless otherwise determined by the Board, major Strategic Plan updates are conducted every three years. The last major Strategic Plan update was in 2022, so the next major update is being conducted now. In major updates, the Board will review and update every component of the Plan, after holding a Strategic Planning Workshop.

At the conclusion of the Workshop, the Board will consider the intent defined in the Annual Planning Calendar to conduct a semi-annual review of progress toward achieving Strategic Plan Objectives and Supporting Actions at the Regular Board Meeting scheduled for September 11, 2025. The Board will also review and consider the formal adoption of the Strategic Plan as part of an upcoming regular Board meeting. Members of the public are encouraged to listen to the meeting in person and via Zoom.

To review the CCSD Municipal Service Review and Sphere of Influence Study, please visit [here](#).

It is recommended that the Board of Directors discuss and consider the agenda and preparations for the March 3, 2025, Strategic Planning Workshop Special Meeting.

**ATTACHMENTS:**

1. [Draft March 3, 2025 Special Meeting Agenda](#)
2. [2025 Strategic Planning Instructions for Board Members](#)
3. [2025 Strategic Plan Director Input](#)
4. [2025 Strategic Planning Instructions for CCSD Staff](#)
5. [2025 Strategic Plan Staff Input](#)



CAMBRIA COMMUNITY SERVICES DISTRICT

MEETING	TIME & DATE	LOCATION
Board of Directors	10:00 AM Monday, March 3, 2025	Cambria Veterans' Memorial Hall, 1000 Main Street, Cambria, CA 93428

## AGENDA

**I, Debra Scott, President of the Cambria Community Services District Board of Directors, hereby call a Special Meeting of the Board of Directors pursuant to California Government Code Section 54956. The Special Meeting will be held: Thursday, March 3, 2025, 10:00 AM. The purpose of the Special Meeting is to discuss or transact the following business:**

**In person at:  
Cambria Veterans' Memorial Hall  
1000 Main Street, Cambria, CA 93428  
AND via Zoom at:  
Please click the link to join the webinar: [HERE](#)  
Webinar ID: 871 0432 3005  
Passcode: 573106**

Copies of the staff reports or other documentation relating to each item of business referred to on the agenda are on file in the CCSD Administration Office, available for public inspection during District business hours. The agenda and agenda packets are also available on the CCSD website at <https://www.cambriacsd.org/>. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting or if you need the agenda or other documents in the agenda packet provided in an alternative format, contact the Confidential Administrative Assistant at 805-927-6223 at least 48 hours before the meeting to ensure that reasonable arrangements can be made. The Confidential Administrative Assistant will answer any questions regarding the agenda.

### **1. OPENING**

- 1.A Call to Order**
- 1.B Pledge of Allegiance**
- 1.C Establishment of Quorum**
- 1.D Purpose of the Workshop and Introduction of the Facilitator and Recorder - Matthew McElhenie, General Manager**
- 1.E Role of the Facilitator, Recorder, Group and Public; Strategic Plan Elements; Agenda - Dick Clark, Facilitator**
- 1.F Introductions of the Group**

### **2. REGULAR BUSINESS**

- 2.A Discussion and Consideration Regarding Cambria Community Services District Strategic Plan Workshop**
- 2.B Discussion and Consideration to Adjourn the March 3, 2025, Special Board Meeting to March 4, 2025, if Necessary**

### **3. ADJOURN**

## 2025 Strategic Planning Instructions for Board Members

March 2025 Strategic Planning Workshop Participants:

- President Debra Scott
- Vice President Michael Thomas
- Director Harry Farmer
- Director Tom Gray
- Director Karen Dean
- General Manager Matthew McElhenie
- Administrative Department Manager Denise Fritz
- Fire Chief Michael Burkey
- Utilities Department Manager Jim Green
- Program Manager Tristan Reaper
- Facilities & Resources Manager David Aguirre
- Legal Counsel David Hirsch
- Confidential Administrative Assistant Haley Dodson, who will be serving as workshop recorder
- Dick Clark, who will be serving as the workshop facilitator

Please complete the attached document. Since 2025 is our major update, it may be that there are issues that have not been addressed during our previous 3 years that are important to discuss and consider for inclusion in our Strategic Plan. In your opinion, what are those issues? Please be ready to discuss how those issues may or may not be addressed in the Strategic Plan. Please try to limit your responses to 5 in each category and write each of your responses as a single complete sentence.

# Strategic Planning Workshop Questionnaire

## Step 1: Assess the **current state**.

**Accomplishments:** What are the Cambria Community Services District's most significant accomplishments since the March 4, 2024 Strategic Planning Workshop?

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**Internal Strengths:** What are the Cambria Community Services District's current internal strengths?

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**Internal Weaknesses/Challenges:** What are the Cambria Community Services District's current internal weaknesses/challenges?

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**Positive External Factors:** What are the external factors/trends (e.g., economic, political, technological, health, and environmental) that will/might have a positive impact on the Cambria Community Services District?

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**Negative External Factors:** What are the external factors/trends (e.g., economic, health, technological, political, and environmental) that will/might have a negative impact on the Cambria Community Services District?

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**Step 2: Review the Mission Statement and revise as needed.**

**Mission Statement for Cambria CSD:** *The Cambria Community Services District provides water, wastewater, fire protection and emergency services, parks recreation and open space, and accompanying Community Services to our customers in a safe, cost-effective, and environmentally sensitive manner.*

After reviewing this Mission Statement, choose 1 of the following 3 options:

- A. I think this Mission Statement is just about right!
- B. In my opinion, this Mission Statement is missing the following elements:
  - 
  - 
  - 
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  -
- C. I would like to offer the following Mission Statement for consideration:

**Step 3: Review the Vision Statement and revise as needed.**

**Vision Statement for Cambria CSD:** *A thriving multigenerational community where all feel welcome and valued. The natural beauty that attracts us all to Cambria is preserved for generations to come. District facilities and core services are well maintained and improved such that future generations feel that “these are the good old days.” Cambrians largely agree that we work together to balance the many and diverse needs of those who love Cambria - those who live here, those who work here, those who want to live here, and those who visit here.*

After reviewing this vision statement, choose 1 of the following 3 options:

- D. I think this vision statement is just about right!
- E. In my opinion, this vision statement is missing the following elements:
  - 
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  -
- F. I would like to offer the following vision statement for consideration:

#### **Step 4: Review the Core Values and revise as needed.**

The **Core Values** describe what CCSD values, recognizes, and rewards. The current set of CCSD Core Values are listed below. The question to consider is what refinements are needed to the existing core values, which, if any, should be deleted, and what additional core values should be added.

- **Customer Service:** We provide exemplary services and support with a focus on the needs of our Community.
- **Fiscal Responsibility:** We manage our finances in a prudent manner to sustain and protect the assets of the District, while considering Community needs.
- **Respect:** Our interactions are undertaken ethically, with honesty, integrity and patience.
- **Safety:** We follow strict safety policies, procedures, and regulations to protect our district personnel, our services, and our Community.
- **Teamwork:** We recognize the qualities, abilities, and contributions of others and seek to work collaboratively across departments to carry out the District's Mission and Strategic Plan.
- **Transparency:** We strive to conduct the business of the District in an open, honest, and direct manner while encouraging input and feedback from our Community.
- **Stewardship:** We strive to leave our infrastructure, community, and environment in better condition for future generations.

**Step 5:** Review the **Core Areas** and revise as needed.

**Core Area: WATER SERVICES - GENERAL**

**Strategic Goal:** MEET THE ONGOING CHALLENGES OF EFFECTIVELY AND RELIABLY MANAGING WATER RESOURCES IN OUR SENSITIVE ECOSYSTEM

**Core Area: WATER SERVICES - WATER RECLAMATION FACILITY**

**Strategic Goal:** ADVANCE COASTAL DEVELOPMENT PERMIT (CDP) TO ACHIEVE COUNTY AND COASTAL COMMISSION APPROVAL

**Core Area: WASTEWATER SERVICES**

**Strategic Goal:** EXECUTE PHASED REPAIRS AND UPGRADES FOR THE WASTEWATER TREATMENT SYSTEM

**Core Area: FIRE PROTECTION AND EMERGENCY SERVICES**

**Strategic Goal:** PROVIDE OPTIMAL FIRE PROTECTION, WATER RESCUE, AND EMERGENCY MEDICAL SERVICES ON A 24/7 BASIS

**Core Area: FACILITIES AND RESOURCES**

**Strategic Goal:** MANAGE AND PROVIDE STEWARDSHIP OF DISTRICT ASSETS, PARKS, RECREATION, AND OPEN SPACE IN A TIMELY, COST- EFFECTIVE, AND ENVIRONMENTALLY SENSITIVE MANNER

## 2025 Strategic Plan Director Input

### Accomplishments

- The District has made significant progress—more than in past years—toward a CDP for the WRF (3 Directors)
- Communication efforts have had a positive impact on community relations
- Completing the In-Stream Flow Study has brought clarity to water supply and environmental issues
- Relocation of EV charging station was completed
- Skate Park Grant to be awarded soon
- Progress is being made on SST projects (2 Directors)
- Progress is being made on WRF CDP (2 Directors)
- Improvements in the relationship between the CCSD and other regulatory agencies
- Water meter replacement project is underway, significant progress towards Advanced Metering Infrastructure (AMI Project) (2 Directors)
- Resolution of the lease situation between the CCSD and CSUD (3 Directors)
- Move to new office (2 Directors)
- Successful labor negotiations with employee unions
- District investments generate increased revenue
- 12/9/24 ground breaking on the East Ranch, with Hartzell Construction starting site prep for the Community Park Restroom
- Continuous dissemination of information to the public on several platforms
- Stabilization of leadership personnel and filling vacant staff positions

### Internal Strengths

- The District has a strong management team leading a highly competent Staff, aligned with and responsive to Board policy direction (2 Directors)
- The District Board of Directors works effectively, with a sense of common purpose
- Our water system has some of the most advanced technology (i.e., the WRF) in California
- We have an excellent GM and highly qualified and competent Administrative and Management Staff
- Great working relationship between Board, GM, and Staff, office staff work well together and are supportive of one another
- Continued monthly Meet the GM and Fire Chief improve access to the public for one on one communication
- Commitment by GM and Board to promote transparency
- A Board of Directors that works well together and is committed to the best interested and wellbeing of our community, knowledgeable and supportive (4 Directors)
- Excellent District Legal Counsel (2 Directors)
- Excellent field work done by water and wastewater employees (2 Directors)
- Ability to capably replace retired employees in water and wastewater
- High level of integrity at all levels, transparency, and effective communications with the community
- Strong operational competence in all departments
- Solid finances in both Enterprise Funds, Water and Wastewater

### **Internal Weaknesses/Challenges**

- There is a serious long-term imbalance between expected revenues and identified capital needs
- The District defines its Mission too broadly (see revisions below), creating unrealistic expectations
- The no-growth business model for Enterprise Funds puts an increasingly heavy burden on the public (2 Directors)
- The ability to pay market-rate salaries will be increasingly difficult without new revenue sources (2 Directors)
- Limited revenue for General Fund Departments, especially for Facilities & Resources
- Continued mistrust and misinformation from a few community members
- Not enough resources or personnel to maintain the Fiscalini Ranch
- Ongoing difficulty in finding another supplemental source of water in addition to our 2 aquifers
- Lack of funds to keep up with the needs of the Vets Hall building
- Lack of progress in wastewater plant upgrades and improvements (2 Directors)
- Slow progress in rebuilding main water/effluent pipe line/conflict with other agencies
- Despite excellent leadership, loss of long term employees in F&R Dept
- Lack of funding for Cambria Skate Park
- Increasing need for employee onsite water meter reading
- The District remains somewhat hampered by a short term focus. Resolving the major District challenges will require long term thinking and strategic planning
- Lack of process thinking, as evidenced by a lack of a District project management system, and lack of integration between planning, budgeting and capital improvement program planning
- Aging infrastructure, especially within the wastewater gathering system, as evidence by high levels of inflow and infiltration during major storms, will require significant long term investments
- No regular operating permit for the WRF
- After over 2 decades of a drought-induced building moratorium, the District still lacks sufficient sustainable water supply to satisfy existing and future commitments
- Insufficient General Fund revenue to meet the long term facilities, park and recreational needs

### **Positive External Factors**

- Dissolution of San Simeon CSD creates potential revenue opportunities
- The WRF has the potential to increase water supply through direct potable reuse
- Cambria might be in a position to benefit from regional water or wastewater projects
- The possibility of direct potable reuse to augment our water supply
- Increased rains to keep our aquifer levels up (2 Directors)
- Continued transparency for improved relationship with the community members (2 Directors)
- Improved relationship with Coastal Commission and County (2 Directors)
- Good relationship with County Supervisor and Congressman
- More State and Federal funding for our infrastructure needs
- Ongoing technological improvements regarding water and wastewater infrastructure
- Potential for ZLD technology may enable the District to operate the WRF to enhance our water supply
- Potential grant funding to enable completion of underfunded projects
- At least a small proportion of the community is very engaged in District decision making
- Continued improvements in information technology will drive increased operational efficiency and effectiveness in all departments, such as AMI
- Beautiful surroundings

## **Negative External Factors**

- Misinformation contributes to be a problem at the staff level of the Coastal Commission
- Economic factors out of our control—inflation and interest rates—affect labor and financing costs, limited County funding and support for Cambria, including maintaining our roads, providing safe pedestrian pathways, and recreational opportunities (3 Directors)
- Grant revenue can come and go, based on changes in state and federal budgets
- Lack of affordable housing and its effect on maintaining employees (2 Directors)
- Risk of fire and the lack of evacuation routes
- Climate Change and increased droughts creating unpredictability of adequate water supply, ever increasing frequency and severity of storms and droughts bring challenges on our ability to reliably deliver water, maintain District facilities, and protect the community from natural disasters (4 Directors)
- Public distrust and negativity (3 Directors)
- Difficulty raising rates to cover the costs of maintaining infrastructure
- Increasing costs of major infrastructure projects
- Less governmental funding available for important projects
- Ever-present risk of wildfires in the dry season compounded by limited evacuation routes
- Political instability and uncertainty at the national level, especially regarding regulations and grant funding
- Social Media fake news

## **MISSION STATEMENT: The current statement is as follows:**

**The CCSD provides sates, wastewater, fire protection and emergency services, parks recreation and open space, and accompanying Community Services to our customers in a safe, cost-effective, and environmentally sensitive manner.**

- Suggested change: The CCSD provides water, wastewater, fore protection and other services to our customers in a safe, cost-effective, and environmentally sensitive manner.
- The current Mission Statement works well, is just about right. (3 Directors)

## **VISION STATEMENT: The current vision statement is a follows:**

**A thriving multigenerational community where all feel welcome and values. The natural beauty that attracts us all to Cambria is preserved for generations to come. District facilities and core services are well maintained and improved such that future generations feel that “these are the good old days.” Cambrians largely agree that we work together to balance the many diverse needs of those who love Cambria – those who live here, those who work here, those who want to live here, and those who visit here.**

- Suggested change: A thriving multigenerational community where all feel welcome and valued. The natural beauty that attracts us all to Cambria is preserved for generations to come. District facilities are well maintained, and the public has confidence in the District to continue providing excellent core services far into the future. Cambrians work together to meet, as much as possible, the diverse needs of those who love Cambria – those who live here, those who work here, those who want to live here, and those who visit here.
- Suggested change: Could we delete “these are the good old days” and just say “District facilities and core services are well maintained and improved in the most responsible and efficient manner possible.”

- Suggested change: A thriving multigenerational, racially integrated community where all feel welcomed and valued. The precious beauty of the natural world that nourished our soul and spirit that makes Cambria so special continues to be preserved for generations to come. District facilities and core services are well maintained and improved such that future generations appreciate and admire decision makers and Cambria residents who came before them, and wish to emulate the essential integrity of the best Cambria has to offer.
- I think the Vision Statement is just about right. (3 Directors)

**CORE VALUES: The current core values are as follows:**

**Customer Service: We provide exemplary services and support with a focus on the needs of our Community.**

Suggested change: Customer Service: We provide exemplary services and support, always putting the needs of our Community first.

**Fiscal Responsibility: We manage our finances in a prudent manner to sustain and protect the assets of the District, while considering Community needs.**

Suggested change: We manage our finances prudently to meet the needs of the Community and avoid undue economic burdens on current and future Cambrians.

**Respect: Our interactions are undertaken ethically, with honesty, integrity and patience.**

Suggested change: In all our interactions with each other and with members of the public, we act with civility, integrity, honesty and patience.

**Safety: We follow strict safety policies, procedures, and regulations to protect our district personnel, our services, and our Community.**

Suggested change: We follow the highest level of safety policies, procedures and regulations to protect our District personnel, our facilities and our Community.

**Teamwork: We recognize the qualities, abilities, and contributions of others and seek to work collaboratively across departments to carry out the District’s Mission and Strategic Plan.**

**Transparency: We strive to conduct the business of the District in an open, honest, and direct manner while encouraging input and feedback from our Community.**

**Stewardship: We strive to leave our infrastructure, community, and environment in better condition for future generations.**

- “I think the Core Values are fine.” (3 Directors)

**CORE AREAS. The current Core Areas are as follows:**

**Core Area: WATER SERVICES – GENERAL**

**Strategic Goal: MEET THE ONGOING CHALLENGES OF EFFECTIVELY AND RELIABLY MANAGING WATER RESOURCES IN OUR SENSITIVE ECOSYSTEM**

Change the Strategic Goal under Water Services – General to:  
PROVIDE AN ADEQUATE AND RELIABLE SUPPLY OF POTABLE WATER TO MEET ALL  
COMMUNITY NEEDS, INCLUDING ANTICIPATED FUTURE NEEDS.

**Core Area: WATER SERVICES – WATER RECLAMATION FACILITY**

**Strategic Goal: ADVANCE COASTAL DEVELOPMENT PERMIT (CDP) TO ACHIEVE COUNTY  
AND COASTAL COMMISSION APPROVAL**

Change the Strategic Goal to OBTAIN WRF PERMITTING THAT ALLOWS USE OF THE FACILITY TO  
ITS FULL POTENTIAL, BOTH TO PROTECT THE ENVIRONMENT AND TO ENSURE AN ADEQUATE  
WATER SUPPLY FOR CAMBRIA

**Core Area: WASTEWATER SERVICES**

**Strategic Goal: EXECUTE PHASED REPAIRS AND UPGRADES FOR THE WASTEWATER  
TREATMENT SYSTEM**

Change the Strategic Goal to CONTINUE CARRYING OUT REPAIRS AND UPGRADES TO ENSURE  
RELIABLE PERFORMANCE OF THE WASTEWATER TREATMENT SYSTEM FOR DECADES TO  
COME

**Core Area: FIRE PROTECTION AND EMERGENCY SERVICES**

**Strategic Goal: PROVIDE OPTIMAL FIRE PROTECTION, WATER RESCUE, AND EMERGENCY  
MEDICAL SERVICES ON A 24/7 BASIS**

Change the Strategic Goal to CONTINUE PROVIDING OPTIMAL FIRE PROTECTION AND OTHER  
EMERGENCY RESPONSE WHILE EXPANDING PUBLIC SAFETY THROUGH EVACUATION  
PLANNING, DEFENSIBLE SPACE ENFORCEMENT AND OTHER MEASURES

**Core Area: FACILITIES AND RESOURCES**

**Strategic Goal: MANAGE AND PROVIDE STEWARDSHIP OF DISTRICT ASSETS, PARKS,  
RECREATION, AND OPEN SPACE IN A TIMELY, COST-EFFECTIVE, AND  
ENVIRONMENTALLY SENSITIVE MANNER**

Change Strategic Goal to PRIORITIZE MAINTENANCE OF IMPORTANT DISTRICT FACILITIES SUCH  
AS THE VETERANS' HALL; TRANSITION PARTS & RECREATION RESPONSIBILITIES TO OTHER  
ENTITIES (E.G. PRIVATE ORGANIZATIONS OR COUNTY)

**OVERALL SUGGESTED CHANGES:**

1. Change the order of the Core Areas so the following order is adopted:
  - a. Finance
  - b. Water Services – General
  - c. Water Services – WRF
  - d. Wastewater Services
  - e. Fire Protection and Emergency Services
  - f. Facilities and Resources
  
2. Add a new Core Area: FINANCE (as Core Area #1) (2 Directors)



**Strategic Goal: DEVELOP A CREDIBLE LONG-TERM FINANCIAL PLAN – BASED ON REALISTIC REVENUE ASSUMPTIONS AND SENSITIVE TO BURDENS PLACED ON RATEPAYERS/TAXPAYERS – TO FUND EXECUTION OF THE LISTED STRATEGIC GOALS**

3. What is missing? Lack of integration/District level Goals: Each of the Goals and Supporting Objectives & Actions are owned by separate departments. It's easy to see that this is leading to silos. There are no Goals or Objectives to create incentive for departments to coordinate and integrate for the greater good. There is no Goal and no Objectives at the CCSD overall level for integration and/or fiscal stewardship. The former 2021-2024 Strategic Plan had, as a Strategic Goal, *Achieve and sustain adequate financial resources to fulfill the mission*. The 2022-2025 strategic plan, adopted 8/11/22, turned the focus 100% to functional departments. In doing so, the District moved away from overall integrative goals that drive collaboration. The functional department goals really are excellent, and all still relevant, but the fiscal and integration needs cut across departments.

**Strategic Goal: ESTABLISH SYSTEMS AND SUPPORTING PROCESSES IN KEY AREAS THAT LEAD TO BETTER INTEGRATION OS ALL THE DEPARTMENTS IN MEETING THE CCSD MISSION, VISION, AND VALUES. Strategic Objectives:**

1. **Develop and deploy a District-wide Project Management System** which includes clearly defined project development stages, starting with a project scope and objectives, and maturing project definition, cost estimate and schedule.
2. **Establish an Integrated Planning Process** that links and aligns strategic planning, budgeting and capital improvement program planning.
3. **Strategic Goal: Resolve the chronic underfunding in the departments dependent upon the General Fund, especially Facilities & Resources**

No changes suggested by 2 Directors.

## 2025 Strategic Planning Instructions for CCSD Staff

March 2025 Strategic Planning Workshop Participants:

- President Debra Scott
- Vice President Michael Thomas
- Director Harry Farmer
- Director Tom Gray
- Director Karen Dean
- General Manager Matthew McElhenie
- Administrative Department Manager Denise Fritz
- Fire Chief Michael Burkey
- Utilities Department Manager Jim Green
- Program Manager Tristan Reaper
- Facilities & Resources Manager David Aguirre
- Legal Counsel David Hirsch
- Confidential Administrative Assistant Haley Dodson, who will be serving as workshop recorder
- Dick Clark, who will be serving as the workshop facilitator

Please complete the attached document. Since 2025 is our major update, it may be that there are issues that have not been addressed during our previous 3 years that are important to discuss and consider for inclusion in our Strategic Plan. In your opinion, what are those issues? Please be ready to discuss how those issues may or may not be addressed in the Strategic Plan. Please try to limit your responses to 5 in each category and write each of your responses as a single complete sentence.

# Strategic Planning Workshop Questionnaire

## Step 1: Assess the **current state**.

**Accomplishments:** What are the Cambria Community Services District's most significant accomplishments since the March 4, 2024 Strategic Planning Workshop?

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**Internal Strengths:** What are the Cambria Community Services District's current internal strengths?

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**Internal Weaknesses/Challenges:** What are the Cambria Community Services District's current internal weaknesses/challenges?

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**Positive External Factors:** What are the external factors/trends (e.g., economic, political, technological, health, and environmental) that will/might have a positive impact on the Cambria Community Services District?

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**Negative External Factors:** What are the external factors/trends (e.g., economic, health, technological, political, and environmental) that will/might have a negative impact on the Cambria Community Services District?

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**Step 2: Review the Mission Statement and revise as needed.**

**Mission Statement for Cambria CSD:** *The Cambria Community Services District provides water, wastewater, fire protection and emergency services, parks recreation and open space, and accompanying Community Services to our customers in a safe, cost-effective, and environmentally sensitive manner.*

After reviewing this Mission Statement, choose 1 of the following 3 options:

- A. I think this Mission Statement is just about right!
- B. In my opinion, this Mission Statement is missing the following elements:
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- C. I would like to offer the following Mission Statement for consideration:

**Step 3: Review the Vision Statement and revise as needed.**

**Vision Statement for Cambria CSD:** *A thriving multigenerational community where all feel welcome and valued. The natural beauty that attracts us all to Cambria is preserved for generations to come. District facilities and core services are well maintained and improved such that future generations feel that “these are the good old days.” Cambrians largely agree that we work together to balance the many and diverse needs of those who love Cambria - those who live here, those who work here, those who want to live here, and those who visit here.*

After reviewing this vision statement, choose 1 of the following 3 options:

- D. I think this vision statement is just about right!
- E. In my opinion, this vision statement is missing the following elements:
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- F. I would like to offer the following vision statement for consideration:

#### **Step 4: Review the Core Values and revise as needed.**

The **Core Values** describe what CCSD values, recognizes, and rewards. The current set of CCSD Core Values are listed below. The question to consider is what refinements are needed to the existing core values, which, if any, should be deleted, and what additional core values should be added.

- **Customer Service:** We provide exemplary services and support with a focus on the needs of our Community.
- **Fiscal Responsibility:** We manage our finances in a prudent manner to sustain and protect the assets of the District, while considering Community needs.
- **Respect:** Our interactions are undertaken ethically, with honesty, integrity and patience.
- **Safety:** We follow strict safety policies, procedures, and regulations to protect our district personnel, our services, and our Community.
- **Teamwork:** We recognize the qualities, abilities, and contributions of others and seek to work collaboratively across departments to carry out the District's Mission and Strategic Plan.
- **Transparency:** We strive to conduct the business of the District in an open, honest, and direct manner while encouraging input and feedback from our Community.
- **Stewardship:** We strive to leave our infrastructure, community, and environment in better condition for future generations.

**Step 5:** Review the **Core Areas** and revise as needed.

**Core Area: WATER SERVICES - GENERAL**

**Strategic Goal:** MEET THE ONGOING CHALLENGES OF EFFECTIVELY AND RELIABLY MANAGING WATER RESOURCES IN OUR SENSITIVE ECOSYSTEM

**Core Area: WATER SERVICES - WATER RECLAMATION FACILITY**

**Strategic Goal:** ADVANCE COASTAL DEVELOPMENT PERMIT (CDP) TO ACHIEVE COUNTY AND COASTAL COMMISSION APPROVAL

**Core Area: WASTEWATER SERVICES**

**Strategic Goal:** EXECUTE PHASED REPAIRS AND UPGRADES FOR THE WASTEWATER TREATMENT SYSTEM

**Core Area: FIRE PROTECTION AND EMERGENCY SERVICES**

**Strategic Goal:** PROVIDE OPTIMAL FIRE PROTECTION, WATER RESCUE, AND EMERGENCY MEDICAL SERVICES ON A 24/7 BASIS

**Core Area: FACILITIES AND RESOURCES**

**Strategic Goal:** MANAGE AND PROVIDE STEWARDSHIP OF DISTRICT ASSETS, PARKS, RECREATION, AND OPEN SPACE IN A TIMELY, COST- EFFECTIVE, AND ENVIRONMENTALLY SENSITIVE MANNER

## 2025 Strategic Plan Staff Input

### Accomplishments

- Initiation of the AMI Water Meter Replacement Program
- In-Stream-Flow Study for San Simeon Completion
- WRF CDP Progress
- East Ranch Restroom Completion
- Initiation of SST WW Project
- Advanced the CDP for the WRF
- East Ranch Restroom is fully permitted for construction, and construction is about 50% complete.
- Planned, purchased, and implemented AMI installation, which is already almost 10% complete.
- Obtained a Minor Use Permit for the Skatepark and are 80% through construction permitting.
- Completed 90% design for the Stuart St Tanks, submitted the CDP application.
- Bathroom installation at the dog park.
- Procurement of AMI meter parts and RFP for installation.
- Overcame daily challenges and we continue (Pine Knolls Hill repair and contractors breaking water main) to serve the community.
- Contracting out less overall, David's department working with Water & WasteWater Dept for restrooms.
- The district began to focus on enhancing community resilience through comprehensive wildfire preparedness and emergency response initiatives, including the creation of a Fire Protection Committee.
- The district has made substantial progress on critical infrastructure projects aimed at improving water and wastewater services.
- Demonstrating a commitment to sustainability, the district introduced its first electric vehicle, a Ford F150 Lightning, into its fleet.
- In August 2024, the Special District Leadership Foundation awarded the district the District Transparency Certificate of Excellence.
- For the first time in district history, (that I'm aware of) the district sought internal feedback from current employees through a SWOT analysis.
- Demonstrating a commitment to environmental responsibility, the district introduced its first electric vehicle, a Ford F150 Lightning, marking a step toward sustainable operations.
- General Manager McElhenie's continued leadership has fostered a positive work environment where staff feel supported and empowered to perform their duties effectively.
- The CCSD has maintained fiscal responsibility, providing clear and accessible financial reports that reflect the district's health and expenditures, fostering trust within the community.
- Regular updates from CCSD leadership have provided the community with more insight into district operations, challenges, and progress.
- General Manager McElhenie led discussions with Management & Confidential Employees (MCE), SEIU, and IAFF union representatives to assess the district's strengths, weaknesses, opportunities, and threats.
- Implementation of Utility Billing Customer Portal and accepting debit/credit card payments.
- The General Manager successfully negotiated and moved the CCSD administrative office from a deteriorating building to a new, safe, and welcoming space for employees while also reducing costs.
- Environmental Initiatives:
  - Submission of the Coastal Development Permit application for the Water Reclamation Facility is a significant step toward securing sustainable water resources for Cambria.

- The District's first electric vehicle, a Ford F-150 Lightning, was introduced for use in water and wastewater operations, reflecting a commitment to sustainability and operational efficiency.
- Community Engagement and Outreach:
  - Development of clear and consistent communication updates to keep the community informed about the district's progress, including accomplishments in infrastructure, financial management, and service delivery.
  - Hosting public forums to engage residents in discussions on important initiatives, such as water resource management and skate park improvements.
- Infrastructure Improvements:
  - Ongoing efforts to modernize and maintain water and wastewater systems to meet current and future demands.
- Financial Responsibility:
  - Streamlined financial reporting and tracking systems for long-term projects, ensuring transparent and responsible fiscal management for the district's initiatives.
- Strategic Vision:
  - Progress on long-term strategic goals outlined in the March workshop, focusing on sustainability, infrastructure resilience, and enhanced service delivery.

### **Internal Strengths**

- Competent Ability to Coordinate and complete projects
- Well Trained and experienced staff
- Ability to respond quickly to emergencies and execute resolve
- Long range Utility Improvement upgrade plan
- Community outreach from District Administration
- Staff dedication to the service of the public, support of each other, and the mission of the CCSD
- Recordkeeping
- Balanced enterprise operational (water, wastewater, WRF) budgets
- Staff knowledge
- Customer Service, ability for customers to reach staff and talk, be heard.
- Swapping failing water meter transmitters to AMI
- A team of dedicated staff
- Targeting known areas of bad infrastructure.
- The board of directors continues to be responsive and sympathetic to the issues of the community, district, and Fire Department.
- The General Manager continues to be responsive and sympathetic to the issues of the community, district, and Fire Department.
- Our administrative staff continues to be efficient, advantageous, and responsive in regard to our budget, public relations, and overall district.
- Our Fire personnel continue to report a great improvement in morale and are expressing excitement about our direction as an agency.
- The cohesive work environment that has been created throughout the district over the last couple of years continues to build and serve our personnel well when working in stressful and demanding environments.
- The district benefits from an experienced and capable General Manager who provides clear direction and strategic oversight.



- CCSD is supported by a team of knowledgeable, hardworking, and committed employees who prioritize the community’s needs.
- Long-standing staff members and leadership ensure continuity, expertise, and historical understanding of district operations.
- There is a strong sense of collaboration among departments and a shared focus on achieving the district’s goals, which promotes efficiency and effective problem-solving.
- Dedicated and Skilled Workforce
  - A team of highly trained professionals across various departments, including fire services, water, wastewater, and administration, who are committed to serving the community.
  - Ongoing support for employee development through training programs.
- Strong Leadership and Governance
  - A forward-thinking Board of Directors and management team that prioritizes strategic planning, sustainability, and community engagement.
  - Clear vision and goal-setting processes were established during strategic planning workshops.
- Commitment to Sustainability
  - There is a strong focus on environmentally sustainable practices, such as the Water Reclamation Facility project and the integration of electric vehicles into the district’s fleet.
  - Initiatives to address long-term resource challenges, particularly water and wastewater management.
- Community-Centric Approach
  - Proactive communication and outreach efforts to engage with residents and address community needs.
  - Programs and services that prioritize the well-being and safety of the Cambria community.
- Financial Management
  - Responsible fiscal oversight, including careful budgeting for significant infrastructure projects and operational needs.
  - Development of long-term financial frameworks, such as the skate park maintenance funding strategy, to ensure sustainability.
- Proven Resilience
  - Ability to adapt to challenges, such as addressing staff wellness concerns or responding to environmental and regulatory changes.
  - Despite external pressures, drought conditions, and regulatory hurdles, continued operations and service delivery.
- Infrastructure and Operational Excellence
  - Well-maintained infrastructure and facilities that meet the needs of the community.
  - Ongoing investments in modernizing water and wastewater systems to improve efficiency and reliability.
- Innovative Problem-Solving
  - A willingness to explore and implement innovative solutions, such as new technology for operations and creative funding approaches for community projects.
  - Proactive strategies to anticipate and address future challenges.

### **Internal Weaknesses/Challenges**

- Inability to perform timely emergency projects
- Challenging Environmental Permitting for Projects
- Economic Model
- High Operating Costs for Utility Departments
- Insufficient revenue for F&R, Fire, and Wastewater capital improvement program

- Aging mechanical infrastructure (wastewater lift stations, water booster stations, WWTP)
- Staff overload/stretched too thin
- Weak employee training program for gaining skills beyond the basics required for the job.
- Water resource constraints: no water source other than small and shallow aquifers.
- Aging infrastructure underground and above ground.
- Lack of communication between departments.
- Finding funding to keep operations seamless.
- Lack of storage space for departments.
- The district is disproportionately focused on parks, recreation, and open space while neglecting the very real and urgent threats of wildfire danger and inadequate emergency response. This misplaced priority puts our community at risk. We cannot afford to divert critical resources away from fire prevention and emergency preparedness when lives and property are on the line.
- Fire Department personnel continue to be underpaid by a significant margin.
- Upgrades to the Fire Department facility infrastructure are required to meet mandatory OSHA requirements that are constantly increasing.
- Fire Department Apparatus is well past its service date and needs immediate attention.
- Parks and Recreation continues to drain and distract the district from critical needs regarding Facility and Resource Department time and effort.
- CCSD staff serve a highly engaged retirement community where many residents apparently have extensive experience in various professional fields. As a result, staff frequently interact with individuals who offer “expert” opinions and insights on district operations, leading to increased scrutiny and challenges in decision-making.
- Increasing spread of negative information and misinformation about CCSD on social media. These issues present challenges in maintaining public trust, ensuring accurate information is communicated, and mitigating the impact of false narratives on district operations and staff morale.
- The district appears to be prioritizing parks, recreation, and open space at the expense of addressing the real and pressing threats posed by wildfire danger and emergency response preparedness. While recreational opportunities are valuable, our community's safety must come first, and more attention and resources should be directed toward wildfire mitigation and emergency services.
- The Board of Directors is too involved in day-to-day operations, creating inefficiencies and potential conflicts with staff responsibilities. This overreach can hinder effective management and decision-making.
- Community engagement, while important, is often highly contentious and counterproductive, with a small but vocal group of individuals undermining progress through misinformation, personal attacks, and resistance to necessary changes.
- The Board and community pressures can slow down or complicate critical decisions, preventing timely action on urgent district needs, such as fire safety and infrastructure improvements.
- Responsibility for public restrooms is not feasible. Managing these facilities places a significant burden on district resources, diverting time, funding, and personnel away from more critical services, particularly fire protection, emergency response, water, and wastewater management.
- Ongoing public scrutiny, board micromanagement, and community hostility can lead to low staff morale, burnout, and difficulty retaining qualified personnel.
- A disproportionate focus on parks, recreation, and open space sometimes comes at the expense of more pressing issues, such as wildfire preparedness and emergency response.
- Staffing and Workforce Limitations
  - Difficulty in recruiting and retaining qualified personnel, especially in specialized fields such as water and wastewater management and emergency services.

- Potential burnout or morale issues among staff due to high workloads or limited resources to support critical operations.
- Challenges in addressing mental health concerns within the workforce, such as PTSD in emergency service staff.
- Aging Infrastructure
  - Aging water, wastewater, and other utility systems require significant investment and maintenance to ensure reliability and efficiency.
  - Limited resources for deferred maintenance may lead to higher long-term costs and operational disruptions.
- Financial Constraints
  - Reliance on limited revenue streams, making it challenging to fund large-scale capital projects and ongoing operational needs.
  - Balancing the need for fiscal responsibility with the rising costs of essential services, regulatory compliance, and infrastructure improvements.
- Regulatory Pressures
  - Navigating complex and often time-consuming regulatory requirements, particularly for projects like the Water Reclamation Facility.
  - Meeting state and federal mandates for sustainability and environmental compliance while managing limited resources.
- Community Expectations
  - High community expectations for services and transparency can create pressure to address multiple priorities simultaneously.
  - Challenges in effectively communicating complex issues to the public, such as water scarcity, infrastructure needs, and financial limitations.
- Limited Technological Integration
  - Potential gaps in modern technology or digital systems that could improve operational efficiency, data tracking, and public communication.
  - Limited use of technology to enhance community engagement or streamline service delivery.
- Sustainability Challenges
  - Ensuring long-term water availability amid ongoing drought conditions and climate change impacts.
  - Balancing sustainable practices with the need for immediate solutions to pressing issues.
- Internal Communication and Coordination
  - Potential silos between departments, which can slow decision-making and the implementation of cross-functional projects.
  - Challenges in maintaining consistent internal communication about priorities, progress, and expectations.
- Unpredictable External Factors
  - Vulnerability to external factors such as economic downturns, natural disasters, or state or federal funding shifts.
  - Need to remain adaptable in the face of evolving challenges, such as changes in legislation or environmental conditions.

### **Positive External Factors**

- Welcoming climate and safe environment
- Charming and usually supportive community
- Strong Support from Environmental Advocacy Groups
- Good relations with Regulatory Agencies

- Beautiful location
- Public awareness of the need for infrastructure maintenance and upgrades increasing
- Positive relationships with regulatory agencies
- Partnerships and cooperation with outside agencies
- Potential for Satellite Based Leak Detection to establish a baseline of the Distribution System.
- Potential for EV Tractor
- Electric chargers for on-call vehicles
- Increased funding and collaboration on wildfire mitigation strategies could help protect Cambria’s infrastructure and natural landscape.
- Government initiatives for wildfire prevention, water conservation, and renewable energy could align with the district’s goal and provide additional funding.
- Strong civic engagement could lead to more proactive planning, funding, and implementation of projects beneficial to residents.
- Rising interest in nature-based tourism and sustainable living could boost the economy and support conservation efforts.
- Advances in telemedicine and community health programs could support Cambria’s aging population and emergency medical services.
- Economic Trends
  - Increased Grant and Funding Opportunities: Federal and state funding programs for infrastructure, sustainability, and community resilience projects, such as water and wastewater systems, can provide significant financial support.
  - Tourism Growth in the Region: An uptick in tourism in Cambria and the Central Coast region can boost the local economy, indirectly supporting district revenue and community-based projects.
  - Green Infrastructure Investments: Growing public and private investments in renewable energy and environmentally friendly infrastructure could provide resources for projects like the Water Reclamation Facility or EV fleet expansion.
- Political and Legislative Trends
  - State and Federal Support for Sustainability: California’s strong emphasis on climate change mitigation and sustainability aligns with CCSD initiatives, potentially leading to more support for renewable energy, water conservation, and wastewater projects.
  - Incentives for Electric Vehicles: Federal and state programs supporting electric vehicle adoption can reduce costs for transitioning the CCSD’s fleet to EVs, promoting operational efficiency and sustainability.
  - Policy Alignment with Community Needs: Legislative focus on rural infrastructure development and small-town resilience offers opportunities for targeted support for CCSD's priorities.
- Technological Advancements
  - Smart Water and Wastewater Systems: Emerging technologies for monitoring and managing water and wastewater systems can improve efficiency, reduce costs, and ensure compliance with regulatory requirements.
  - Digital Communication Tools: Advances in digital platforms and tools can enhance community engagement, improve transparency, and streamline service delivery.
  - Renewable Energy Technology: Continued development of affordable solar, wind, and battery storage technology can reduce CCSD's energy costs and dependence on non-renewable resources.
- Environmental Trends

- Climate Change Funding: State and federal initiatives addressing climate change can provide funding and resources for local projects, including water security and renewable energy programs.
- Drought Mitigation Efforts: As drought conditions persist in California, there is increased public and governmental support for water conservation and reclamation projects, aligning with CCSD’s water sustainability goals.
- Focus on Wildfire Resilience: Enhanced support for wildfire prevention and management can bolster CCSD’s fire services and community resilience programs.
- Social and Demographic Trends
  - Community Support for Sustainability: Growing residents' awareness of the importance of sustainable practices can increase public buy-in for CCSD initiatives, including water reclamation and renewable energy projects.
  - Engaged Local Population: High levels of community engagement in Cambria can lead to increased support for CCSD initiatives and volunteerism for district programs.

### **Negative External Factors**

- A vocal minority that expresses dishonest sentiments that damage character and obstruct District development.
- Rising Costs
- Increasing Regulatory Requirements
- Drought/ Extreme Seasonal Climate Events
- Difficulty in retaining/ recruiting for key operational positions
- Instability in the federal government affecting future potential and already allocated federal grant funds.
- California budget cuts affecting sources of potential state-level grant funds.
- Permitting constraints and red tape associated with the CCSD’s geographic location.
- Costs of construction and infrastructure upgrades
- Natural disasters (wildfire, earthquake, drought, flood, tsunami)
- Years of inflation and cost of housing and lack of housing for staff.
- Unknowns of Stuart St. Tank funding from past administration.
- Year-Round fire risk
- San Luis Obispo County continues to enjoy Cambria’s tourist industry TOT without adequate compensation to our community services or funding.
- Lack of funding from zero growth, etc. continues to be an area that warrants a discussion and continued evaluation.
- Community and Board involvement in operational matters that should be managed by the General Manager. While transparency and engagement are valued, excessive involvement at the operational level can create inefficiencies and hinder staff’s ability to carry out their responsibilities effectively. Clearer distinctions between governance and management roles may help streamline operations and enhance overall district efficiency.
- Public opposition to the district’s decisions—whether about water rates, fire prevention plans, or parks and recreation projects—could create tensions between the community and the district. The district may face misinformation, public protests, or hostile feedback, making it difficult to gain community buy-in or implement necessary policies.
- Overall, Cambria is still more expensive than any city/town/area in San Luis Obispo. Additionally, San Luis Obispo continues to be one of the most expensive counties in California.
- The community and Board of Directors should prioritize wildfire preparedness and support for the Cambria Fire Department over non-essential projects like restrooms, skateparks, and parks, recreation,

and open space. Ensuring the safety and emergency readiness of Cambria should take precedence over secondary amenities.

- Reduction in grants and funding for infrastructure, emergency preparedness, or environmental protection could limit the district's ability to implement necessary projects.
- Inflation and increasing costs of materials and labor could strain the district's budget for water, wastewater, and emergency services.
- Ongoing economic uncertainty or downturns could reduce available funding for district projects, services, or emergency response efforts. Limited resources may also affect the district's ability to meet future infrastructure needs or invest in new technologies.
- Increasing costs of labor, materials, and services could strain budgets, especially in areas like infrastructure maintenance and emergency services, where cost increases may outpace available revenue.
- Negative community members.
- The public is not engaging with the Board meetings, which requires staff to attend outside group meetings to ensure that district business is being communicated and discussed. This not only diverts valuable staff time away from their primary responsibilities but also diminishes the overall effectiveness of our operations. The lack of participation in Board meetings is concerning, as it's critical that the community actively engage with CCSD business and participate in meaningful discussions about the district's priorities and decisions. Furthermore, the pervasive negativity on social media only adds to misinformation and undermines progress. The community needs to move beyond online criticisms and start engaging in the decision-making process that affects everyone. It is essential that we have constructive dialogue to move forward as a community.
- The increasing threat of wildfires in the region may demand additional resources for fire protection and emergency services, potentially straining CCSD's budgets and personnel. This could also involve significant investments in fire mitigation infrastructure, like fire breaks, suppression systems, and community education.
- Community members may have divergent interests when it comes to balancing recreational services with fire prevention or other priorities. This can result in heated debates and resistance to compromise, potentially hindering the district's ability to move forward with strategic initiatives.
- Economic Factors
  - Rising Costs of Goods and Services: Inflation and supply chain disruptions could increase the costs of infrastructure projects, maintenance, and day-to-day operations, straining CCSD's budget.
  - Limited State and Federal Funding: Competition for grants and funding among agencies across California could limit the resources available for CCSD projects.
  - Economic Downturns: Recessions or economic slowdowns may reduce property taxes and other revenue sources, impacting the district's ability to fund critical initiatives.
- Political and Legislative Factors
  - Unfunded Mandates: State or federal legislation requiring compliance with new regulations without providing financial support could place additional financial burdens on the district.
  - Regulatory Delays: Lengthy regulatory approval processes, especially for projects like the Water Reclamation Facility, could delay progress and increase costs.
  - Policy Changes: Shifts in state or federal priorities away from rural infrastructure and sustainability could reduce support for CCSD initiatives.
- Technological Factors
  - Cost of Technological Upgrades: The expense of implementing advanced technologies, such as smart water systems or digital communication platforms, could strain CCSD's limited budget.

- Cybersecurity Risks: Increased reliance on digital systems could expose the district to cybersecurity threats, potentially disrupting operations or compromising sensitive data.
- Technological Obsolescence: Rapidly evolving technologies may render current systems outdated, requiring frequent updates or replacements that are costly to implement.
- Environmental Factors
  - Drought Conditions: Persistent or worsening droughts could exacerbate water scarcity issues, making water management and conservation even more challenging.
  - Climate Change Impacts: Increased frequency and severity of natural disasters, such as wildfires, flooding, or sea-level rise, could strain CCSD's emergency services and infrastructure.
  - Regulatory Challenges for Environmental Compliance: Stringent environmental regulations could increase project costs and require significant operational changes.
- Social and Demographic Factors
  - Population Changes: A declining or aging population may reduce the tax base, while seasonal tourism growth could increase demand for services without a corresponding increase in revenue.
  - Community Opposition: Resistance from community members to initiatives such as rate increases, new developments, or infrastructure projects could slow progress.
- Workforce Challenges
  - Competition for Talent: A competitive job market, especially in specialized fields like water and wastewater management, could make attracting and retaining skilled staff difficult.
  - Burnout in Emergency Services: Increased demands on fire and emergency medical personnel could lead to higher turnover or reduced morale.

**MISSION STATEMENT: The current statement is as follows:**

**The CCSD provides sates, wastewater, fire protection and emergency services, parks recreation and open space, and accompanying Community Services to our customers in a safe, cost-effective, and environmentally sensitive manner.**

Suggested changes:

- Enhancing Cambria by providing access to safe, clean, and affordable utility services and infrastructure.
- The Cambria Community Services District prioritizes unwavering emergency services, including fire protection, disaster response, and public safety, above all else, ensuring rapid, effective action at any cost while continuing to provide essential water, wastewater, and community services with resilience and efficiency.
- The Cambria Community Services District provides water, wastewater, fire protection, and emergency services, as well as parks, recreation, and open space. We are committed to ensuring the safety and well-being of our community through effective fire prevention, emergency response, and responsible financial and administrative management. Our services are delivered in a safe, cost-effective, and environmentally responsible manner to meet the present and future needs of Cambria.
- The Cambria Community Services District is committed to safeguarding the well-being of our community by providing exceptional emergency response, fire protection, public safety services, management of essential community services, including water, wastewater, and parks, ensuring a resilient and sustainable future for all. Guided by integrity, preparedness, and a commitment to excellence, CCSD stands ready to serve and protect our residents and visitors every day.

The current Mission Statement works well, is just about right. (3 employees)

**VISION STATEMENT: The current vision statement is a follows:**

**A thriving multigenerational community where all feel welcome and values. The natural beauty that attracts us all to Cambria is preserved for generations to come. District facilities and core services are well maintained and improved such that future generations feel that “these are the good old days.” Cambrians largely agree that we work together to balance the many diverse needs of those who love Cambria – those who live here, those who work here, those who want to live here, and those who visit here.**

Suggested changes:

- Welcome to our vibrant multigenerational community, where each person is treasured and embraced! We celebrate Cambria's breathtaking natural beauty for generations to come. Our well-maintained facilities and services shine brightly as we collaborate to fulfill the diverse needs of everyone who loves this wonderful place, residents, workers, future neighbors, and visitors alike!
- An inclusive and flourishing multigenerational community, Cambria is a place where everyone is not just welcomed but deeply valued. Our commitment extends beyond the present, aiming to preserve the natural beauty that draws us all to this unique locale while promoting a resilient, safe, and thriving community by balancing emergency preparedness with environmental stewardship. We strive to protect and enhance the natural beauty of Cambria while ensuring the safety and well-being of our residents through proactive wildfire mitigation, water resource management, and sustainable infrastructure. By embracing innovation, transparency, and community collaboration, we work to preserve Cambria's unique coastal environment and quality of life for generations to come.
- A resilient, safe, and sustainable community where fire protection and emergency services are prioritized to safeguard residents and visitors. The natural beauty that defines Cambria is preserved for future generations, and district facilities and core services are continuously improved to meet evolving needs. Together, we ensure that Cambria remains a secure and thriving place for all who live, work, and visit here, with a strong commitment to public safety, emergency preparedness, and community well-being.
- Add: The Cambria Community Services District envisions a community where fire protection and emergency response set the standard for excellence, ensuring the safety and resilience of our residents, businesses, and natural surroundings. Through innovation, preparedness, and a highly trained fire department, we strive to protect lives and property while fostering a culture of safety, prevention, and rapid response. Our commitment to proactive fire protection, community education, and emergency readiness positions Cambria as a leader in safeguarding both people and the environment. Together, we build a safer, stronger, and more resilient future for generations to come.

I think the Vision Statement is just about right. (3 Employees)

**CORE VALUES: The current core values are as follows:**

**Customer Service: We provide exemplary services and support with a focus on the needs of our Community.**

**Suggested change:** We provide exemplary services and support with a focus on the needs of our Community.

**Fiscal Responsibility: We manage our finances prudently to sustain and protect the district's assets while considering Community needs.**

**Suggested change:** We manage our finances in a prudent manner to sustain and protect the assets of the District, while considering Community needs.



**Respect: Our interactions are undertaken ethically, with honesty, integrity and patience.**

**Safety: We follow strict safety policies, procedures, and regulations to protect our district personnel, our services, and our Community.**

**Teamwork: We recognize the qualities, abilities, and contributions of others and seek to work collaboratively across departments to carry out the District's Mission and Strategic Plan.**

**Transparency: We strive to conduct the business of the District in an open, honest, and direct manner while encouraging input and feedback from our Community.**

**Stewardship: We strive to leave our infrastructure, community, and environment in better condition for future generations.**

The staff suggest the following:

- **Prepare:** We are committed to proactive emergency preparedness, comprehensive community education, and optimized personnel training to promote resilience, collaboration, and the protection of Cambria's people, homes, businesses, and natural beauty.

"I think the Core Values are fine." (1 employee)

**CORE AREAS. The current Core Areas are as follows:**

**Core Area: WATER SERVICES - GENERAL**

**Strategic Goal: MEET THE ONGOING CHALLENGES OF EFFECTIVELY AND RELIABLY MANAGING WATER RESOURCES IN OUR SENSITIVE ECOSYSTEM**

**Suggested change:** MEET THE ONGOING CHALLENGES OF EFFECTIVELY AND RELIABLY MANAGING WATER RESOURCES IN OUR SENSITIVE ECOSYSTEM AND EXECUTE PHASED REPAIRS OF THE WATER TREATMENT AND DISTRIBUTION SYSTEM TO DELIVER WATER TO THE COMMUNITY RELIABLY.

**Core Area: WATER SERVICES - WATER RECLAMATION FACILITY**

**Strategic Goal: ADVANCE COASTAL DEVELOPMENT PERMIT (CDP) TO ACHIEVE COUNTY AND COASTAL COMMISSION APPROVAL**

**Core Area: WASTEWATER SERVICES**

**Strategic Goal: EXECUTE PHASED REPAIRS AND UPGRADES FOR THE WASTEWATER TREATMENT SYSTEM**

**Core Area: FIRE PROTECTION AND EMERGENCY SERVICES**

**Strategic Goal: PROVIDE OPTIMAL FIRE PROTECTION, WATER RESCUE, AND EMERGENCY MEDICAL SERVICES ON A 24/7 BASIS**

**Suggested change:** ENHANCE EMERGENCY PREPAREDNESS AND COMMUNITY EDUCATION WHILE PROVIDING OPTIMAL AND ADAPTIVE ALL-HAZARD RESPONSE.

**Core Area: FACILITIES AND RESOURCES**

**Strategic Goal: MANAGE AND PROVIDE STEWARDSHIP OF DISTRICT ASSETS, PARKS, RECREATION, AND OPEN SPACE IN A TIMELY, COST- EFFECTIVE, AND ENVIRONMENTALLY SENSITIVE MANNER**

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.H**

FROM: Matthew McElhenie, General Manager  
Denise Fritz, Administrative Department Manager

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Meeting Date: February 13, 2025      Subject: Discussion and Consideration of Adoption of the  
Budget Policy Revisions Recommended by the  
Staff and Finance Committee

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**FISCAL IMPACT:**

There are no fiscal impacts identified with the associated action.

**DISCUSSION:**

The Finance Committee prepared a Budget Policy, which was approved by the Board on December 14, 2023. An ad hoc committee was assigned by the Finance Committee to review and update the policy. The Finance Committee specifically reviewed and updated the section on Overhead Allocation. The Finance Committee made its final review of the revised Budget Policy on January 13, 2025, and recommended approval by a 5-0 vote. The current Budget Policy with the proposed revisions shown in redline and a draft of the proposed final policy are attached. The staff and the Finance Committee recommend that the Board of Directors adopt the proposed final Budget Policy.

**ATTACHMENTS:**

1. [Redline Budget Policy](#)
2. [Proposed Budget Policy](#)



**CAMBRIA COMMUNITY SERVICES DISTRICT  
BUDGET POLICY**

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## **I. PURPOSE**

It is the policy of the Cambria Community Services District (CCSD) that an annual Budget be prepared, presented to the Board of Directors for approval, and used as the guide for District spending decisions each year.

The annual budget serves multiple purposes:

- Translate District plans into financial estimates of the impact of those plans.
- Provide a template for resource allocation.
- Establish spending controls consistent with District needs and Board objectives.
- Provide a basis for evaluation of actual spending during the year.
- Provide a guidepost for expectations and a basis for determining when actual events are inconsistent with those expectations.

With its approval, the Board of Directors authorizes the General Manager to plan for and take actions consistent with the Budget and within the limits of other Board policies. Before taking action inconsistent with the Budget or other policies, the General Manager shall raise the issue for discussion and approval at a public meeting.

## **II. PROCEDURES**

### **A. Plans, Goals, Resources**

A budget is a financial manifestation of plans and goals. To be meaningful, the Annual Budget must include a discussion of District goals and objectives, plans to accomplish those objectives (in the case of multi-year objectives, the Annual Budget shall address what is expected to be accomplished in the relevant year), available resources and discussion of trade-offs between competing priorities and available resources.

Plans and goals must be consistent with overall Board policy and direction, as set out in the District's Strategic Plan. They shall be developed in such a way that they are measurable. During the year and following each year, the General Manager shall report on achievements and gaps between what was achieved and initial plans and objectives. These reports shall include the financial implications of these achievements and gaps and plans for remediation if necessary. Interim reports shall be presented on at least a quarterly basis; these shall include a multi-year pro forma.

### **B. Calendaring**

The Annual Budget must be prepared and presented to the Board under the following Fiscal Year schedule, which runs from July-June, according to Government Code section 61110:

- The preliminary budget shall be submitted for review to the Standing Finance Committee at the May meeting.

- The revised preliminary budget, incorporating input from the Standing Finance Committee where appropriate, shall be submitted to the Board at its regular June meeting to meet the required statutory adoption deadline by June 30<sup>th</sup>.
- Final budget submitted for review to the Finance Standing Committee at the July meeting.
- The Final Budget, incorporating input from the Finance Standing Committee, submitted for approval at the regular August Board meeting to meet the required statutory deadline of August 31<sup>st</sup>.
- Special meeting(s) of the Finance Standing Committee and/or the Board may be necessary to resolve complex issues before adopting the Preliminary or Final Budgets.

### **C. Mid-year Budget Update**

If an event or events materially impact the assumptions in the Annual Budget, the General Manager shall propose and present a midyear update for approval. Any midyear update shall be prepared on a schedule that leads to approval as soon as practical after the regular December Board meeting but no later than the regular February Board meeting. Changes shall be limited to the impacts of the triggering event on plans, objectives, and financial performance.

The General Manager can also propose and present a quarterly budget update for approval. Any quarterly update shall be prepared on a schedule that includes a review by the Standing Finance Committee before the regular board meetings in November, February, June, and August.

### **D. Organization Chart and Position Allocation Listing**

Budget documents shall include an organization chart, a position allocation listing, and a list of equivalent full-time employees. The list of full-time equivalent employees shall display the number of employees at the end of the current budget year and the planned headcount of the proposed budget year.

The full-time equivalent list shall only include District employees. Contractors, consultants and temporary employees or agencies shall be represented in the organization chart to give a clear picture of the staff required to fulfill the needs of the District. Vacant positions shall also be identified.

Potential open positions that shall not be filled due to budget constraints shall also be noted. New positions require justification, and the General Manager is encouraged to provide a discussion about the relative merits of creating and filling positions.

### **E. CIP & Other Capital Assets**

Capital spending plans are, by their nature, multi-year. Each year, before budget preparation, the General Manager shall evaluate the resources needed to acquire or replace infrastructure, facilities, equipment, and other capital items for a period of five years or more. These plans

shall prioritize the acquisitions and identify funds available to achieve the plans. All plans shall discuss the impact of acquiring assets and/or failing to acquire them due to resource limitations.

The General Manager shall work with the Resources and Infrastructure Standing Committee to establish, change, and maintain the District's Capital Improvement Plan. The Capital Improvement Plan shall be adopted along with the Preliminary and Final Budgets and be amended as needed during the mid-year or quarterly budget updates.

## F. Overhead Allocation

Overhead allocation is a tool to match the costs of administrative functions to the operating activities of the CCSD. Administrative functions shall be charged to the Administration Department in the General Fund. Allocation to the Fire Department, Facilities & Resources Department, and Enterprise Funds (Water, including the WRF, ~~and Wastewater~~) ~~is necessary to ensure that rates shall be and Wastewater~~ is necessary to ensure that rates are set adequately to reimburse the General Fund for expenses necessary to the delivery of services.

Overhead ~~allocation shall consider three criteria~~ is allocated in the following way:

- ~~• Administrative cost R~~ recovery based on equal distribution to all departments ~~Fire, Water, WasteWater, WRF Operating and a lower allocation to Facilities and Resources. (R Costs)~~
- ~~• Personnel Services cost R~~ recovery based on the percentage of administrative labor applied to departments as determined by interviewing administrative personnel. (R Costs)
- ~~• Recovery based on the relative size of the department's full-time equivalent employees, per the Position Allocation. The term "relative size" is a subjective determination based on estimates of each department's use of resources and impact on the district's overall mission. (R Costs)~~

~~As part of the budget process, the charges to each operating department shall be the percentage of the total overhead budget derived from aggregating the recoveries applied to each spending-line item.~~ The percentage of overhead spending allocated to each operating department shall be set at the beginning of the year. It shall not be changed unless there is a material change in actual or anticipated overhead spending or a change in one or more operating departments that would cause a material change in the recovery methodologies. Direct expenditures related to legal fees, insurance costs, and some personnel costs will be directly budgeted and charged to the appropriate department.

## G. Income Allocation – Property Tax and Other

Property taxes are the primary source of funds for the General Fund departments. Since administrative overhead is fully allocated to the departments, no property tax receipts shall be allocated to the Administration Department. The departments receiving property tax allocations

are the Fire Department and the Facilities and Resources Department.

Ultimately, the allocation is the responsibility of the CCSD Board of Directors. The General Manager shall budget expenses for each of the General Fund departments with an understanding of the likely level of property tax receipts. Once expenses are projected, the General Manager shall recommend the appropriate allocation of property tax receipts to the Board. The recommendation shall include discussing the choices made in the spending projections and potential competition between departments for limited funds. The Board shall review the property tax allocations recommended by the General Manager and may modify those allocations as appropriate based on District priorities. If necessary, the Budget shall be revised to account for the Board's allocation decision.

Minor sources of income, such as fees and grants, are generally specified to certain funds. When the purpose is unspecified, the Board shall allocate funds based on recommendations by the General Manager.

## **H. Structure**

Working with the General Manager, the Board sets operating and financial objectives. From a structural standpoint, the budget's financial documents must reflect the financial impact of these objectives. More specifically, budget documents must contain at least the following information:

- Beginning Fund Balance
- Receipts of funds
- Loan proceeds (external and interfund)
- Expenses
- Capital expenditures
- Loan repayments (external and interfund)
- Allocation to reserves for:
  - Emergency
  - Replacement
  - Unfunded liabilities such as employee benefits
  - Other
- Other receipts or expenses
- Ending Fund Balance

To the extent necessary, the budget shall contain appropriate documents with detail supporting the above line items.

## **I. Consolidation Entries**

The budget shall include at least two consolidation levels: General Fund and District. In consolidation, internal transfers shall be eliminated to avoid overstating income and expenses. Internal transfers include, but are not limited to, overhead allocation and interfund loans.





**CAMBRIA COMMUNITY SERVICES DISTRICT  
BUDGET POLICY**

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Potential open positions that shall not be filled due to budget constraints shall also be noted. New positions require justification, and the General Manager is encouraged to provide a discussion about the relative merits of creating and filling positions.

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Capital spending plans are, by their nature, multi-year. Each year, before budget preparation, the General Manager shall evaluate the resources needed to acquire or replace infrastructure, facilities, equipment, and other capital items for a period of five years or more. These plans

shall prioritize the acquisitions and identify funds available to achieve the plans. All plans shall discuss the impact of acquiring assets and/or failing to acquire them due to resource limitations.

The General Manager shall work with the Resources and Infrastructure Standing Committee to establish, change, and maintain the District's Capital Improvement Plan. The Capital Improvement Plan shall be adopted along with the Preliminary and Final Budgets and be amended as needed during the mid-year or quarterly budget updates.

## **F. Overhead Allocation**

Overhead allocation is a tool to match the costs of administrative functions to the operating activities of the CCSD. Administrative functions shall be charged to the Administration Department in the General Fund. Allocation to the Fire Department, Facilities & Resources Department, and Enterprise Funds (Water, including the WRF and Wastewater) is necessary to ensure that rates are set adequately to reimburse the General Fund for expenses necessary to the delivery of services.

Overhead is allocated in the following way:

Administrative cost recovery based on equal distribution to Fire, Water, WasteWater, WRF Operating and a lower allocation to Facilities and Resources. Personnel Services cost recovery based on the percentage of administrative labor applied to departments as determined by interviewing administrative personnel. The percentage of overhead spending allocated to each operating department shall be set at the beginning of the year. It shall not be changed unless there is a material change in actual or anticipated overhead spending or a change in one or more operating departments that would cause a material change in the recovery methodologies. Direct expenditures related to legal fees, insurance costs, and some personnel costs will be directly budgeted and charged to the appropriate department.

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Ultimately, the allocation is the responsibility of the CCSD Board of Directors. The General Manager shall budget expenses for each of the General Fund departments with an understanding of the likely level of property tax receipts. Once expenses are projected, the General Manager shall recommend the appropriate allocation of property tax receipts to the Board. The recommendation shall include discussing the choices made in the spending projections and potential competition between departments for limited funds. The Board shall review the property tax allocations recommended by the General Manager and may modify those allocations as appropriate based on District priorities. If necessary, the Budget shall be

revised to account for the Board's allocation decision.

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Working with the General Manager, the Board sets operating and financial objectives. From a structural standpoint, the budget's financial documents must reflect the financial impact of these objectives. More specifically, budget documents must contain at least the following information:

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To the extent necessary, the budget shall contain appropriate documents with detail supporting the above line items.

## **I. Consolidation Entries**

The budget shall include at least two consolidation levels: General Fund and District. In consolidation, internal transfers shall be eliminated to avoid overstating income and expenses. Internal transfers include, but are not limited to, overhead allocation and interfund loans.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.I**

FROM: Matthew McElhenie, General Manager  
Michael Burkey, Fire Chief

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Meeting Date: February 13, 2025      Subject: Discussion and Consideration of Adoption of  
Resolution 13-2025 Amending the Fiscal Year  
2024/2025 Final Budget for ESRI GIS Services

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**FISCAL IMPACT:**

The proposed budget amendment will require \$12,360 from the General Fund Contingency Reserve. The long-term financial impact includes annual licensing and maintenance costs, which will be incorporated into future budgets.

**DISCUSSION:**

The Cambria Fire Department has identified a critical need for advanced GIS tools to enhance operational efficiency and improve response times during emergencies. The ESRI GIS platform will allow the Fire Department to:

1. Develop and maintain detailed maps for fire pre-planning and risk assessment.
2. Integrate GIS data into emergency response systems.
3. Improve resource allocation and deployment strategies.
4. Enhance public safety communication and reporting.

It is recommended that the Board of Directors adopt Resolution 13-2025, amending the Fiscal Year 2024/2025 Final Budget.

**ATTACHMENTS:**

1. [Resolution 13-2025](#)
2. [Exhibit A](#)

RESOLUTION NO. 13-2025

February 13, 2025

A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CAMBRIA COMMUNITY SERVICES DISTRICT  
AMENDING THE FISCAL YEAR 2024/2025 FINAL BUDGET

WHEREAS, on August 15, 2024, the Board of Directors adopted Resolution 27-2024 approving the Final Budget for Fiscal Year 2024/2025; and

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

WHEREAS, the Board of Directors desires to amend the Final Fiscal Year 2024/2025 Budget.

NOW, THEREFORE, BE IT RESOLVED by the Cambria Community Services District Board of Directors that the Fiscal Year 2024/2025 Final Budget is hereby amended as shown on Exhibit "A," attached hereto and incorporated herein by this reference.

PASSED AND ADOPTED this 13th day of February, 2025.

\_\_\_\_\_  
Debra Scott  
President, Board of Directors

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Haley Dodson  
Confidential Administrative Assistant

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

Exhibit A

CAMBRIA COMMUNITY SERVICES DISTRICT  
2024-2025 FISCAL YEAR BUDGET  
PROPOSED BUDGET ADJUSTMENT  
Resolution 13-2025

**Budget Adjustment**

<b>Fund</b>	<b>Purpose</b>	<b>Sources</b>	<b>Uses</b>
GF	General Fund Reserves	\$ 12,360	\$ -
GF	ESRI GIS Services	\$ -	\$ 12,360
	Fund Sub-Total	\$ 12,360	\$ 12,360
	Difference (unidentified sources of funding)	\$ -	



CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **8.J**

FROM: Matthew McElhenie, General Manager  
Jim Green, Utilities Department Manager

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Meeting Date: February 13, 2025      Subject: Receive a Presentation from ASTERRA and Discussion and Consideration of Approval of an Agreement for Consultant Services for Satellite-Based Leak Detection Services for Water and Wastewater;

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**FISCAL IMPACT:**

Water distribution system maintenance currently has a budget of \$120,000 (11-6031D-11). This budget category comprises emergency repair, scheduled maintenance, and leak detection services. The total cost of the contract would be spread out over two fiscal years reducing the impact of the entire contract on the water distribution system maintenance budget. This service could increase the operating budget needed per year, depending on the cost reduction that could be realized in our current leak detection efforts.

**DISCUSSION:**

Water loss in potable water distribution systems due to leaks is a significant concern. Alternative methods to identify and evaluate system losses are constantly sought out. One promising technology is ASTERRA Recover.

ASTERRA Recover specializes in locating and analyzing moisture leaking from underground pipes to identify areas needing on-the-ground investigation. Their patented technology for infrastructure assessment employs L-Band Synthetic Aperture Radar to scan for subsurface water using satellites in Earth's orbit. This technology can differentiate between groundwater, drinking water leaks from the distribution system, and wastewater leaks from the collection system. ASTERRA Recover is capable of monitoring and analyzing entire city-wide drinking water and wastewater systems, effectively locating even non-surfacing leaks that leave no visible evidence. This allows ground crews to work more efficiently by focusing their investigations on areas pinpointed by ASTERRA Recover rather than relying on traditional surface-locating methods like excavation.

Staff reached out to several vendors with similar technology for proposals. Staff contacted Suez Utility and Siemens to inquire about their satellite leak detection programs. Suez declined, and Siemens failed to respond to four separate requests.

Staff is recommending approval of an Agreement for Consultant Services with ASTERRA for a subscription-based package, specifically Option B: a two-year term for the Prevent level of service. This recommended package will provide two years of leak detection services, which include baseline leak analysis, precision locating, temporal and spatial analysis, and prioritization of leak locations for field investigations. The package will cover analyses of both the CCSD's drinking water distribution system and wastewater collection system at no additional cost.

The contract will span two fiscal years, allowing the costs to be distributed over that period. Additionally, ASTERRA will subcontract acoustic leak detection services for 40 hours once each year

for those areas pinpointed for further investigation. Other agencies have validated this new satellite leak-detection technology, and it has proven to be a cost-effective method for identifying leaks that might otherwise remain undetected, ultimately reducing unaccounted-for water loss in the system.

It is recommended that the Board of Directors approve an Agreement for Consultant Services with ASTERRA for Satellite-Based Leak Detection Services for water and wastewater, and authorize the General Manager to execute the Agreement.

**ATTACHMENTS:**

1. [Agreement for Consultant Services](#)
2. [ASTERRA Recover: Water](#)
3. [ASTERRA Recover: Wastewater](#)
4. [ASTERRA Recover San Bernardino](#)

**AGREEMENT FOR CONSULTANT SERVICES**  
**Satellite Leak Detection Services**  
**ASTERRA (2025ASTERRA-01)**

This AGREEMENT FOR CONSULTANT SERVICES (“Agreement”) is made and effective as of February \_\_\_\_, 2025, between **UTILIS INC**, a Delaware corporation, dba **ASTERRA** (“Consultant”), and the **CAMBRIA COMMUNITY SERVICES DISTRICT**, a political subdivision of the State of California (“District”). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. **TERM**

This Agreement shall commence on February \_\_\_\_, 2025, and shall remain and continue in effect until May 31, 2027, or until completion of the work described in Consultant’s Proposal dated February 4, 2025 (the “Proposal”), attached hereto as Exhibit “A” and incorporated herein by this reference, unless sooner terminated pursuant to the provisions of this Agreement.

2. **SERVICES**

Consultant shall perform the tasks described at the “Option B: 2 years” for the “Prevent” level of service, and comply with all terms and provisions set forth in the Proposal, attached hereto and previously incorporated herein.

3. **PERFORMANCE**

Consultant shall at all times faithfully, competently and to the best of his/her ability, experience and talent, perform all tasks described herein. Consultant shall employ, at a minimum generally accepted standards and practices utilized by persons engaged in providing similar services as are required of Consultant hereunder in meeting its obligations under this Agreement.

4. **AGREEMENT ADMINISTRATION**

District’s General Manager shall represent District in all matters pertaining to the administration of this Agreement. The person or persons executing this Agreement on behalf of Consultant shall represent Consultant in all matters pertaining to the administration of this Agreement.

5. **PAYMENT**

The District agrees to pay the Consultant the not to exceed amount of \$101,000.00 in accordance with the payment rates and terms set forth in the Proposal.

6. **SUSPENSION OR TERMINATION OF AGREEMENT WITHOUT CAUSE**

(a) The District may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Consultant at least ten (10) days prior written notice. Upon receipt of said notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the District suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

(b) In the event this Agreement is terminated pursuant to this Section, the District shall pay to Consultant the actual value of the work performed up to the time of termination, provided that the work performed is of value to the District. Upon termination of the Agreement pursuant to this Section, the Consultant will submit an invoice to the District pursuant to Section 5.

7. **TERMINATION ON OCCURRENCE OF STATED EVENTS**

This Agreement shall terminate automatically on the occurrence of any of the following events:

- (a) The completion of the work specified in the Proposal.
- (b) Bankruptcy or insolvency of any party
- (c) Sale of Consultant's business
- (d) Assignment of this Agreement by Consultant without the consent of District.

8. **DEFAULT OF CONSULTANT**

(a) The Consultant's failure to comply with the provisions of this Agreement shall constitute a default. In the event that Consultant is in default for cause under the terms of this Agreement, District shall have no obligation or duty to continue compensating Consultant for any work performed after the date of default and can terminate this Agreement immediately by written notice to the Consultant. If such failure by the Consultant to make progress in the performance of work hereunder arises out of causes beyond the Consultant's control, and without fault or negligence of the Consultant, it shall not be considered a default.

(b) If the District Manager or his/her delegate determines that the Consultant is in default in the performance of any of the terms or conditions of this Agreement, he/she shall cause to be served upon the Consultant a written notice of the default. The Consultant shall have ten (10) days after service upon it of said notice in which to cure the default by rendering a satisfactory performance. In the event that the Consultant fails to cure its default within such period of time, the District shall have the right, notwithstanding any other provision of this Agreement to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

9. **LAWS TO BE OBSERVED.** Consultant shall:

(a) Procure all permits and licenses, pay all charges and fees, and give all notices which may be necessary and incidental to the due and lawful prosecution of the services to be performed by Consultant under this Agreement;

(b) Keep itself fully informed of all existing and proposed federal, state and local laws, ordinances, regulations, orders, and decrees which may affect those engaged or employed under this Agreement, any materials used in Consultant's performance under this Agreement, or the conduct of the services under this Agreement;

(c) At all times observe and comply with, and cause all of its employees to observe and comply with all of said laws, ordinances, regulations, orders, and decrees mentioned above;

(d) Immediately report to the District's General Manager in writing any discrepancy or inconsistency it discovers in said laws, ordinances, regulations, orders, and decrees mentioned above in relation to any plans, drawings, specifications, or provisions of this Agreement; and

(e) The District, and its officers, agents and employees, shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this Section.

10. **OWNERSHIP OF DOCUMENTS**

(a) Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by District that relate to the performance of services under this Agreement. Consultant shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of District or its designees at reasonable times to such books and records; shall give District the right to examine and audit said books and records; shall permit District to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

(b) Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the District and may be used, reused, or otherwise disposed of by the District without the permission of the Consultant. With respect to computer files, Consultant shall make available to the District, at the Consultant's office and upon reasonable written request by the District, the necessary computer software and hardware for purposes of accessing, compiling, transferring, and printing computer files.

## 11. INDEMNIFICATION

(a) Indemnification for Professional Liability. When the law establishes a professional standard of care for Consultant's Services, to the fullest extent permitted by law, Consultant shall indemnify, protect, defend and hold harmless District and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including attorney's fees and costs to the extent same are caused in whole or in part by any negligent or wrongful act, error or omission of Consultant, its officers, agents, employees or subcontractors (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of professional services under this agreement.

(b) Indemnification for Other Than Professional Liability. Other than in the performance of professional services and to the full extent permitted by law, Consultant shall indemnify, defend and hold harmless District, and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including attorneys fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or entity for which Consultant is legally liable, including but not limited to officers, agents, employees or subcontractors of Consultant.

(c) General Indemnification Provisions. Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this section from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this agreement. In the event Consultant fails to obtain such indemnity obligations from others as required here, Consultant agrees to be fully responsible according to the terms of this section. Failure of District to monitor compliance with these requirements imposes no additional obligations on District and will in no way act as a waiver of any rights hereunder. This obligation to indemnify and defend District as set forth here is binding on the successors, assigns or heirs of Consultant and shall survive the termination of this agreement or this section.

(d) Indemnification for Design Professional Services. Notwithstanding anything herein to the contrary, to the fullest extent permitted by law for all design professional services arising under this Agreement, Consultant shall indemnify, protect, defend and hold harmless District and any and all of its officials, employees and agents ("Indemnified Parties") from and against any and all losses, liabilities, damages, costs and expenses, including attorney's fees and costs which arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant.

## 12. INSURANCE

Consultant shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in Exhibit "B," attached hereto and incorporated herein as though set forth in full.

13. **INDEPENDENT CONSULTANT**

(a) Consultant is and shall at all times remain as to the District a wholly independent Consultant. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither District nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the District. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against District, or bind District in any manner.

(b) No employee benefits shall be available to Consultant in connection with performance of this Agreement. Except for the fees paid to Consultant as provided in the Agreement, District shall not pay salaries, wages, or other compensation to Consultant for performing services hereunder for District. District shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing services hereunder.

14. **UNDUE INFLUENCE**

Consultant declares and warrants that no undue influence or pressure was or is used against or in concert with any officer or employee of the Cambria Community Services District in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the Cambria Community Services District will receive compensation, directly or indirectly, from Consultant, or from any officer, employee or agent of Consultant, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement. Violation of this Section shall be a material breach of this Agreement entitling the District to any and all remedies at law or in equity.

15. **NO BENEFIT TO ARISE TO LOCAL EMPLOYEES**

No member, officer, or employee of District, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the project during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the project performed under this Agreement.

16. **RELEASE OF INFORMATION/CONFLICTS OF INTEREST**

(a) All information gained by Consultant in performance of this Agreement shall be considered confidential and shall not be released by Consultant without District's prior written authorization. Consultant, its officers, employees, agents, or subcontractors, shall not without written authorization from the District Manager or unless requested by the District Counsel, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this Agreement or

relating to any project or property located within the District. Response to a subpoena or court order shall not be considered “voluntary” provided Consultant gives District notice of such court order or subpoena.

(b) Consultant shall promptly notify District should Consultant, its officers, employees, agents, or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request, court order, or subpoena from any person or party regarding this Agreement and the work performed thereunder or with respect to any project or property located within the District. District retains the right, but has no obligation, to represent Consultant and/or be present at any deposition, hearing, or similar proceeding. Consultant agrees to cooperate fully with District and to provide the opportunity to review any response to discovery requests provided by Consultant. However, District’s right to review any such response does not imply or mean the right by District to control, direct, or rewrite said response.

17. **NOTICES**

Any notice which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

To District:                      General Manager  
Cambria Community Services District  
PO Box 65  
Cambria, CA 93428

Copy to:                          Timothy J. Carmel  
Carmel & Naccasha, LLP  
694 Santa Rosa Street  
San Luis Obispo, CA 93401

To Consultant:                 ASTERRA  
4180 La Jolla Village Drive, Suite 530  
San Diego, CA 92037

18. **ASSIGNMENT**

The Consultant shall not assign the performance of this Agreement, nor any part thereof, without the prior written consent of the District.



19. **GOVERNING LAW**

The District and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the superior or federal district court with jurisdiction over the Cambria Community Services District.

20. **ENTIRE AGREEMENT**

This Agreement contains the entire understanding between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, or written, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

21. **TIME**

District and Consultant agree that time is of the essence in this Agreement.

22. **CONTENTS OF PROPOSAL**

Consultant is bound by the contents of the Proposal submitted by the Consultant, Exhibit A, attached hereto and previously incorporated herein. In the event of a conflict between Consultant's Proposal and this Agreement, the terms of the Agreement shall prevail.

23. **CONSTRUCTION**

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

24. **AMENDMENTS**

Amendments to this Agreement shall be in writing and shall be made only with the mutual written consent of all the parties to this Agreement.

*[Signatures on following page.]*

25. **AUTHORITY TO EXECUTE THIS AGREEMENT**

The person or persons executing this Agreement on behalf of Consultant warrants and represents that he/she has the authority to execute this Agreement on behalf of the Consultant and has the authority to bind Consultant to the performance of its obligations hereunder.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed the day and year first above written.

**CAMBRIA COMMUNITY SERVICES  
DISTRICT:**

**ASTERRA:**

By: \_\_\_\_\_  
Matthew McElhenie, General Manager

By: \_\_\_\_\_  
Its: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Haley Dodson, Confidential Administrative  
Assistant

Approved as to Form:

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

**EXHIBIT A**  
**CONSULTANT'S PROPOSAL**

**EXHIBIT B**

**INSURANCE REQUIREMENTS**

*Prior to the beginning of and throughout the duration of the Work, Consultant will maintain insurance in conformance with the requirements set forth below. Consultant will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth here, Consultant agrees to amend, supplement or endorse the existing coverage to do so. Consultant acknowledges that the insurance coverage and policy limits set forth in this section constitute the minimum amount of coverage required. Any insurance proceeds available to District in excess of the limits and coverage required in this agreement and which is applicable to a given loss, will be available to District.*

*Consultant shall provide the following types and amounts of insurance:*

Commercial General Liability Insurance using Insurance Services Office “Commercial General Liability” policy from CG 00 01 or the equivalent. Defense costs must be paid in addition to limits. There shall be no cross liability exclusion for claims or suits by one insured against another. Limits are subject to review but in no event less than \$1,000,000 per occurrence.

Business Auto Coverage on ISO Business Auto Coverage from CA 00 01 including symbol 1 (Any Auto) or the equivalent. Limits are subject to review, but in no event to be less than \$1,000,000 per accident. If Consultant owns no vehicles, this requirement may be satisfied by a non-owned auto endorsement to the general liability policy described above. If Consultant or Consultant’s employees will use personal autos in any way on this project, Consultant shall provide evidence of personal auto liability coverage for each such person.

Workers Compensation on a state-approved policy form providing statutory benefits as required by law with employer’s liability limits no less than \$1,000,000 per accident or disease.

Professional Liability or Errors and Omissions Insurance as appropriate shall be written on a policy form coverage specifically designated to protect against acts, errors or omissions of the Consultant and “Covered Professional Services” as designated in the policy must specifically include work performed under this agreement. The policy limit shall be no less than \$1,000,000 per claim and in the aggregate. The policy must “pay on behalf of” the insured and must include a provision establishing the insurer’s duty to defend the insured. The policy retroactive date shall be on or before the effective date of this agreement.

*Insurance procured pursuant to these requirements shall be written by insurer that are admitted carriers in the state California and with an A.M. Bests rating of A- or better and a minimum financial size VII.*

General conditions pertaining to provision of insurance coverage by Consultant. Consultant and District agree to the following with respect to insurance provided by Consultant:

1. Consultant agrees to have its insurer endorse the third party general liability coverage required herein to include as additional insureds District, its officials employees and agents, using standard ISO endorsement No. CG 2010 with an edition prior to 1992 or current equivalent. Consultant also agrees to require all consultants, and subcontractors to do likewise.

2. No liability insurance coverage provided to comply with this Agreement shall prohibit Consultant, or Consultant's employees, or agents, from waiving the right of subrogation prior to a loss. Consultant agrees to waive subrogation rights against District regardless of the applicability of any insurance proceeds, and to require all Consultants and subcontractors to do likewise.

3. All insurance coverage and limits provided by Consultant and available or applicable to this agreement are intended to apply to the full extent of the policies. Nothing contained in this Agreement or any other agreement relating to the District or its operations limits the application of such insurance coverage.

4. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to District and approved of in writing.

5. No liability policy shall contain any provision or definition that would serve to eliminate so-called "third party action over" claims, including any exclusion for bodily injury to an employee of the insured or of any Consultant or subcontractor.

6. All coverage types and limits required are subject to approval, modification and additional requirements by the District, as the need arises. Consultant shall not make any reductions in scope of coverage (e.g., elimination of contractual liability or reduction of discovery period) that may affect District's protection without District's prior written consent.

7. Proof of compliance with these insurance requirements, consisting of certificates of insurance evidencing all of the coverages required and an additional insured endorsement to Consultant's general liability policy, shall be delivered to District at or prior to the execution of this Agreement. In the event such proof of any insurance is not delivered as required, or in the event such insurance is canceled at any time and no replacement coverage is provided, District has the right, but not the duty, to obtain any insurance it deems necessary to protect its interests under this or any other agreement and to pay the premium. Any premium so paid by District shall be charged to and promptly paid by Consultant or deducted from sums due Consultant, at District option.

8. Certificate(s) are to reflect that the insurer will provide 30 days' notice to District of any cancellation of coverage. Consultant agrees to require its insurer to modify such certificates to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, or that any party will "endeavor" (as opposed to being required) to comply with the requirements of the certificate.

9. It is acknowledged by the parties of this agreement that all insurance coverage required to be provided by Consultant or any subcontractor, is intended to apply first and on a primary, noncontributing basis in relation to any other insurance or self insurance available to District.

10. Consultant agrees to ensure that subcontractors, and any other party involved with the project that is brought onto or involved in the project by Consultant, provide the same minimum insurance coverage required of Consultant. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with subcontractors and others engaged in the project will be submitted to District for review.

11. Consultant agrees not to self-insure or to use any self-insured retentions or deductibles on any portion of the insurance required herein and further agrees that it will not allow any Consultant, subcontractor, Architect, Engineer or other entity or person in any way involved in the performance of work on the project contemplated by this agreement to self-insure its obligations to District. If Consultant's existing coverage includes a deductible or self-insured retention, the deductible or self-insured retention must be declared to the District. At the time the District shall review options with the Consultant, which may include reduction or elimination of the deductible or self-insured retention, substitution of other coverage, or other solutions.

12. The District reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Consultant, the District will negotiate additional compensation proportional to the increase benefit to District.

13. For purposes of applying insurance coverage only, this Agreement will be deemed to have been executed immediately upon any party hereto taking any steps that can be deemed to be in furtherance of or towards performance of this Agreement.

14. Consultant acknowledges and agrees that any actual or alleged failure on the part of District to inform Consultant of non-compliance with any insurance requirements in no way imposes any additional obligations on District nor does it waive any rights hereunder in this or any other regard.

15. Consultant will renew the required coverage annually as long as District, or its employees or agents face an exposure from operations of any type pursuant to this agreement. This obligation applies whether or not the agreement is canceled or terminated for any reason. Termination of this obligation is not effective until District executes a written statement to that effect.

16. Consultant shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Proof that such coverage has been ordered shall be submitted prior to expiration. A coverage binder or letter from Consultant's insurance agent to this effect is

acceptable. A certificate of insurance and/or additional insured endorsement as required in these specifications applicable to the renewing or new coverage must be provided to District within five days of the expiration of the coverages.

17. The provisions of any workers' compensation or similar act will not limit the obligations of Consultant under this agreement. Consultant expressly agrees not to use any statutory immunity defenses under such laws with respect to District, its employees, officials and agents.

18. Requirements of specific coverage features or limits contained in this section are not intended as limitations on coverage, limits or other requirements nor as a waiver of any coverage normally provided by any given policy. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue, and is not intended by any party or insured to be limiting or all-inclusive.

19. These insurance requirements are intended to be separate and distinct from any other provision in this Agreement and are intended by the parties here to be interpreted as such.

20. The requirements in this Section supersede all other sections and provisions of this Agreement to the extent that any other section or provision conflicts with or impairs the provisions of this Section.

21. Consultant agrees to be responsible for ensuring that no contract used by any party involved in any way with the project reserves the right to charge District or Consultant for the cost of additional insurance coverage required by this agreement. Any such provisions are to be deleted with reference to District. It is not the intent of District to reimburse any third party for the cost of complying with these requirements. There shall be no recourse against District for payment of premiums or other amounts with respect thereto.

22. Consultant agrees to provide immediate notice to District of any claim or loss against Consultant arising out of the work performed under this agreement. District assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve District.

Exhibit A

A proposal for  
**Cambria Community  
Services District, CA**



CAMBRIA COMMUNITY  
SERVICES DISTRICT

Proposal & Scope of Work

Prepared by Matias Rodriguez, Sales Development Representative

4 February 2025



# ASTERRA

ASTERRA uses patent-protected technology for infrastructure condition assessment, pipe replacement modeling, and leak detection in urban and rural, water or sewage networks, using L-band synthetic aperture radar (SAR) mounted on a satellite. The technology is based on a proprietary algorithm that detects soil moisture resulting from treated water or wastewater leaks, through the analysis of SAR data. This is of considerable value to industry, governments, and citizens. Because the observation point is orbiting 390 miles above the Earth, this allows for simultaneous monitoring of pipes within a large network.

## ASTERRA's Martian Roots

ASTERRA's core technology is based on the search for underground water on Mars and other planets. Lauren Guy, a geophysicist, and entrepreneur who developed the approach, quickly recognized the application could be even more effective here on Earth. The water was closer, the need more immediate, and the technology had the potential to solve a number of critical problems. Mr. Guy founded Utilis (now known as ASTERRA) in 2013 to develop applications for the new technology. In 2016, leak detection in underground water systems became the first commercially used application. This solution is now called Recover.

## A Revolutionary Change

From an orbiting satellite, our algorithm which is fine-tuned to detect treated drinking water and wastewater, reveals underground leaks as small as 0.2 gallons per minute. Now, managers of underground water infrastructure can see the water leaking from their systems. Even in the largest cities, it could be seen all at once, with unheard-of speed and efficiency. ASTERRA continues to refine the technology and expand its applications beyond leak detection, adding pipeline monitoring and deficiency analysis as well as property assessment to its growing capabilities.

## Impact

ASTERRA actively contributes to the United Nations Sustainable Development Goals, particularly focusing on Goal numbers 6 (Clean Water and Sanitation), 9 (Industry, Innovation, and Infrastructure), and 13 (Climate Action). By leveraging our expertise in satellite-based infrastructure intelligence, we empower organizations to make data-driven decisions and build a resilient and sustainable future. We are dedicated to creating lasting positive change and supporting the achievement of the SDGs globally.



**1. Satellite Radar – Scan Acquisition**

Raw scans of the area taken by radar over Areas of Interest (AOI) received from client

**2. Radiometric Corrections**

ASTERRA takes the raw scan and prepares it for analysis, by filtering interferences from buildings, manmade objects, vegetation, water bodies, and more

**3. Algorithmic Analysis**

ASTERRA's unique and patented algorithm targets the spectral signature of treated water or wastewater and its interaction with the soil

**4. Availability to Client**

Newly detected leak locations are delivered via the EO Discover platform to the client on an ongoing basis, with frequency depending on the level of monitoring purchased.

## Advantages of Ongoing Monitoring

Today, utilities typically survey their system blindly and reactively. This approach yields minimal results which leads many utilities to deprioritize proactive leak detection. Usually, utilities are forced to use limited resources for work orders to find, dig and repair leaks. In most cases, this results in falling further behind the curve and increased pipe breakages. Rather than leak detectors surveying the entire system blindly, Recover guides leak detectors to likely leak locations or points of interest which ASTERRA has highlighted through their analysis. Now, leak detectors only need to walk 5-10% of the system where water is already leaking. With a single scan, ASTERRA identifies ~30% of the active leaks in your system. Additional scans allow for ongoing monitoring which will result in more active leaks being identified in your system. Additionally, leaks are continuously arising and enlarging, thus ongoing monitoring will continue to detect more leaks even in areas previously inspected.

## Client Benefits & Impact

ASTERRA provides a comprehensive, accurate, and non-invasive remote sensing solution for locating leaks and monitoring any potable water and wastewater system in the world. This works over any type of terrain – flat or hilly; sparsely populated or densely populated high-rises. This is done by extracting information from SAR scans taken high above the ground and converting them into locations of underground potable water or wastewater leaks. Reducing NRW additionally has a positive effect on the environment. By reducing non-revenue water loss, the amount of processing decreases, resulting in a reduction of power use and the associated environmental effects. Locating and fixing wastewater leaks in sewer systems also helps the environment by preventing pollution.

**Main benefits of Recover:**

- Non-invasive technology: Deployment of sensors or hardware on the ground is not necessary.
- ASTERRA technology is effective irrespective of soil type, pipe material, and pipe diameter.
- Covers large areas at once. Surveys an entire system in urban and rural areas, while also providing location intelligence at a fine resolution. Identifies potential leaks in areas that traditional acoustic leak detection programs may not typically survey.
- Find more leaks in a shorter period: Increases the efficiency of traditional acoustic leak detection programs by prioritizing work locations and offering quicker response times.
- Screening technology that can be used directly or indirectly for condition assessment, asset budget planning and work on structural changes prioritizing network riskier zones.
- Identifies background (i.e., non-surfacing) leaks that might otherwise go undetected for long periods of time.
- Can fit into either CAPEX or OPEX budgets.
- Provides a positive impact on the environment (reduces water loss, electricity used, and CO2 produced).

## **ASTERRA's Solutions**

ASTERRA's solutions include Recover and MasterPlan for potable water and wastewater. All are made available on ASTERRA's EO Discover platform. Recover and MasterPlan are ASTERRA's commercial services offered in this proposal. The output from the proprietary algorithm is provided through the analysis of the SAR data combined with other processing techniques owned by Utilis (dba ASTERRA).

### **Recover for Leak Detection**

Recover, the recipient of the AWWA Innovation Award in 2021, is a satellite-based solution for monitoring and detecting leaks in drinking and wastewater systems. It enhances operational efficiency and budget optimization by providing infrastructure intelligence for proactive pipe repair and planning. With Recover, entire city-wide systems can be monitored efficiently.

This advanced technology quickly locates non-surfacing leaks, allowing leak detection crews to focus on targeted repairs instead of unnecessary digging. Compared to traditional methods, Recover identifies more leaks and increases field crew efficiency by up to 400%. It offers the water industry the lowest cost per leak found, averaging 3.5 leaks per crew day compared to 1.3 with traditional acoustic methods. By reducing non-revenue water loss, which amounts to 17 billion gallons annually worldwide, Recover brings significant benefits to companies in the industry.

Furthermore, Recover assists the wastewater sector by mitigating the risks of fines, consent decrees, legal consequences, and reputational damage.

## Recover Insights

At the start of the client’s subscription period, each client is provided access to the EO Discover platform where they can access the data in the form of GIS files, the U-View application, or the dashboard with individual projects and field performance metrics. Each client is also provided access to the U-Collect field investigation application. The platform can be accessed 24/7 during the subscription period to view ASTERRA’s analysis and results of field investigations track success metrics. Recover’s specific features include:

**Recover (POI Output):** A GIS layer containing the POIs, provided in SHP and KML format for import into any GIS system (client-based, ESRI, or ASTERRA-provided U-Collect and U-View) that can be overlaid on a map displaying streets, pipes, hydrants, valves, and potential leak information.

**EO Discover:** A link to the EO Discover password-protected platform displaying data and field results, along with monitoring the progress of the project/service progress in real-time.

**Temporal and Spatial Analysis:** With a single scan, Recover identifies ~30% of the leaks in a given system. With multiple scans, Recover will identify up to 25% more of the leaks in the given system. Through multiple scans we can identify leak clusters through a temporal and spatial analysis which will aid in maintenance prioritization and asset management plans.

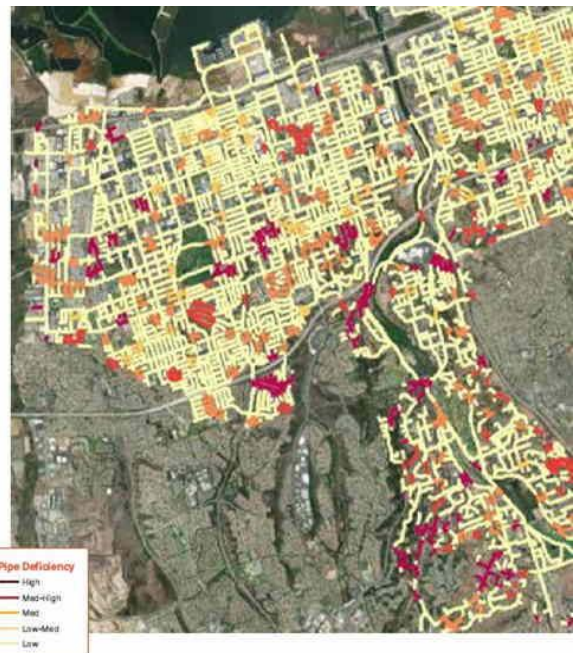
## MasterPlan for Pipe Deficiency Assessment

Providing unique insights not available from anyone but ASTERRA, MasterPlan is an actual (not predictive) measurement of non-surfacing pipe leaks. It is pipe agnostic and collected non-invasively by a satellite with wide coverage, often scanning a full system instantaneously. MasterPlan provides actionable insights into your asset management plan in one easy data layer. Trained on five years of leaks discovered using Recover, the new algorithm assesses the deficiency of an entire pipe system using multiple SAR scans over time.

ASTERRA MasterPlan provides a GIS dataset containing pipe deficiency levels derived from SAR data. This solution is based on the same proven patented algorithm that is used by Recover to detect leaks in your system but is extended to monitor your system over time using statistical analysis. The general process takes all POIs identified in two consecutive satellite scans (identical coverage and angle) over your area of interest and analyzes the POI results. It then compares the POIs from multiple scans and identifies the clusters of POIs between them.

These results are processed through a learned statistical algorithm and used to assign pipes a score from low to high, signifying the level of deficiency observed.

With ASTERRA Masterplan, we can identify critical areas where the client can focus its future pipeline rehab and replacement efforts. These high deficiency areas can be used for asset management planning purposes, e.g., capital improvement replacement planning.



## MasterPlan Insights

MasterPlan provides utilities and engineers with insights into actual pipe conditions. This GIS data layer is compatible and easily integrates into all GIS and GIS-based software. Combine this data with other information, such as pipe age, material, work orders, and consequence of failure to further enhance your replacement planning models or water system master plans.

**MasterPlan (Pipe Deficiency Output):** A GIS layer containing client pipe segments rated based on condition. Provided in SHP and KML format for import into a GIS or risk modeling system (Client map displaying streets, pipes, hydrants, valves, and potential leak information).

**EO Discover:** Login credentials to the EO Discover's password-protected platform for viewing the pipe data via GIS or U-View applications and for monitoring pipe deficiency levels.

**MasterPlan Pipe Deficiency Assessment:** A summary assessment detailing the condition of the client's pipes based on the GIS data output of pipe scores from low to high deficiency.

**U-View Licenses:** Licenses are provided for U-View (allows the client to view the data) for the duration of the EO Discover subscription period.

## Typical Process and Timeline

- After confirmation of the order through the contract signature or receipt of a purchase order, ASTERRA will acquire the satellite scan(s). ASTERRA must have the order confirmation at least 21 days prior to the first date of satellite coverage to move forward with the satellite data procurement. The date of the acquisition is subject to the technical and operational constraints of the third-party satellite operation company and may change at any time.
- Before the acquisition, the client will provide ASTERRA with an Area of Interest (AOI). Unless agreed otherwise by the parties, the AOI is a designated geographical area to be surveyed using satellite within the client-provided service area.
- During the period prior to the scan acquisition, the client will provide ASTERRA with a GIS layer of all available treated water or sewage lines in the AOI to be analyzed. If available, the client will also provide a hydrant and valve layer within the AOI.
- Unless otherwise agreed upon by both the parties, ASTERRA will provide services only in the AOI overlapping with the client's provided GIS pipe system layer.
- After acquiring the scan and receiving the GIS pipe layers from the client, data will begin to populate on the EO Discover platform. This is approximately 7-14 business days after the first scheduled scan acquisition date. Scan acquisition dates may be changed by a third party (satellite operator) or due to technical constraints. Service start dates may be affected due to poor scan quality according to ASTERRA's quality assurance standards.
- Where applicable, leak field inspection work can begin after the leakage data has populated on EO Discover on an agreeable date between both parties.

# PROPOSAL

## Scope of Work

The scope of work contained herein details the work and services ASTERRA will provide as well as the roles and responsibilities of both ASTERRA and Cambria Community Services District, CA (“**Client**”).

## Roles, Responsibilities, and Offerings – ASTERRA

ASTERRA will provide Recover data as a service via EO Discover and it will consist of areas identified as potential leaks (i.e., areas containing soil moisture of treated water and/or wastewater underground) using a proprietary satellite imaging algorithm across the **Client’s** water system. ASTERRA will provide a primary contact person for technical and administrative purposes who will interact with the **Client**.

## ASTERRA’s Responsibilities (“Services”):

- Acquiring and analyzing the satellite scan(s).
- Providing potential leak location data as a service through our password-protected platform, EO Discover. This data can be exported as GIS data files.
- Providing best practices for field inspection protocols to the Client.

## ASTERRA’s Solution for Potable Water:

- **Recover (POI Output):** GIS layer containing the POIs, provided in GIS data files formatted for import into any GIS system.
- **EO Discover:** Provides access to monitor and track the progress of the project/service in real time and calculates ROI and impact metrics for ongoing KPI tracking. The license is for the period of service purchased.
- **U-Collect and U-View Licenses:** Provided for each of the following: U-Collect (allows field technician to collect data in the field), and U-View (allows field technician to view data from anywhere). The license is active upon delivery for the period of service. Additional licenses may be purchased and/or the initial license extended at the request of the client.

## Exhibit A

- **Kick-off Meeting:** Prior to fieldwork, an ASTERRA or ASTERRA-certified team (regardless of if it the client's team or a contractor), will call a kick-off meeting to agree on the operational field plan to address the Client's specific needs and the best practices required to get the best results.
- **Optional: Acoustic Leak Detection for Field Investigation (for Potable Water Pipelines Only):** Based upon selecting this option, ASTERRA will provide a certified subcontracted acoustic leak detection team to investigate the points of interest, provide a list of verified leaks, and mark them for repair. The leak detection field verification team(s) is proficient and experienced in using and operating acoustic equipment. The team should be provided with all the needed tools to access the listening points.
- **Optional: ASTERRA MasterPlan Pipe Deficiency Map,** provided as a GIS data set, if purchased within the Recover tier available or as an additional service option.
- **Optional: ESRI Arc GIS Field Maps Integration –** data provided in your ESRI ArcGIS online accounts for easy use in ArcGIS Field Maps. (Additional cost may apply if it is not included in the Recover service tier already).

## ASTERRA's Solution for Wastewater

- **Recover (POI Output):** GIS layer containing the POIs, provided in GIS data files formatted for import into any GIS system.
- **EO Discover:** Provides access to monitor and track the progress of the project/service in real time and calculates ROI and impact metrics for ongoing KPI tracking. The license is for the period of service purchased.
- **Kick-off Meeting:** ASTERRA or ASTERRA-certified team will call a virtual kick-off meeting to discuss the data delivered and demonstrate the usage of the platform.



## Roles, Responsibilities, and Offering – Client

The Client is responsible for providing baseline system data, work order history, and in some cases, an acoustic field verification team to inspect POIs identified by ASTERRA. The client shall identify a primary contact person for technical, administrative, and field inspection coordination. ASTERRA agrees to use the information described below only for the client's specific project and to not share the information with any other third party.

### Client Responsibilities

- **Pipe System Information for Potable Water Lines:** Prior to scan acquisition, the **Client** shall provide ASTERRA with a detailed and accurate GIS pipe system layer. If GIS is not available, roads will be used to guide the analysis. ASTERRA will use this layer to identify POIs. The GIS layer should include pipe material and diameter, length of pipeline to be analyzed, hydrants, valves, and any other detailed information available.
- **Pipe System Information for Wastewater Lines:** Prior to scan acquisition, the **Client** shall provide ASTERRA with a detailed and accurate GIS pipe system layer. If GIS is not available, roads will be used to guide the analysis. ASTERRA will use this layer to identify POI locations. The GIS layer should include pipe material and diameter, forced and/or gravity lines, length of pipeline to be analyzed, manholes, depth, and any other detailed information available.
- **Leak Detection History (Work Orders):** The **Client** shall provide ASTERRA with a detailed and accurate history of leak findings and repairs beginning one (1) week before the date the first satellite scan is acquired and through the project life cycle.
- **Leak Detection Performance Metrics for Potable Water Lines:** The **Client** shall provide ASTERRA with relevant and available performance metric data related to previous **Client**-utilized leak detection methodologies. This information will be used to calculate value metrics of the service and will be provided to the Client in the final report for their use.

## Client Services for Potable Water

### Areas of Interest (AOI)

During this service, ASTERRA will survey the Area of Interest (AOI) to be determined by the client, contained to 66 miles of mains and service pipes as outlined in the image below:






Once ASTERRA receives the full GIS pipe system information from the client, the pipe and total miles analyzed per delivery will be identified. Note: both main and service lines will be counted for total pipe length calculation.



# EO Discover

## Subscription-Based Service Packages

ASTERRA's Recover solution and features are provided via a subscription to EO Discover with an option to select one of three district levels of service (Detect, Prevent or Advise). Each service level contains specific features designed to meet clients' current and future needs, with additional add-on services available.

Detect 	Prevent 	Advise 
<b>2 licenses: EO discover</b>	<b>4 licenses: EO discover</b>	<b>6 licenses: EO discover</b>
Base line leak analysis	Base line leak analysis	Base line leak analysis
Leak Locations	Leak Locations	Leak Locations
U-collect/U-View Apps (2 licenses)	U-collect/U-View Apps (4 licenses)	U-collect/U-View Apps (6 licenses)
	Temporal and Spatial leak Analysis	<b>Enhanced</b> Temporal and Spatial leak Analysis
	Prioritized Leak locations for field investigation	Prioritized Leak locations for field investigation
		MasterPlan Pipe Deficiency Map
		ESRI ArcGIS Field Maps Compatibility
		Personal Success Manager

Always Included: Online support, customized success plan, best practices tutorials

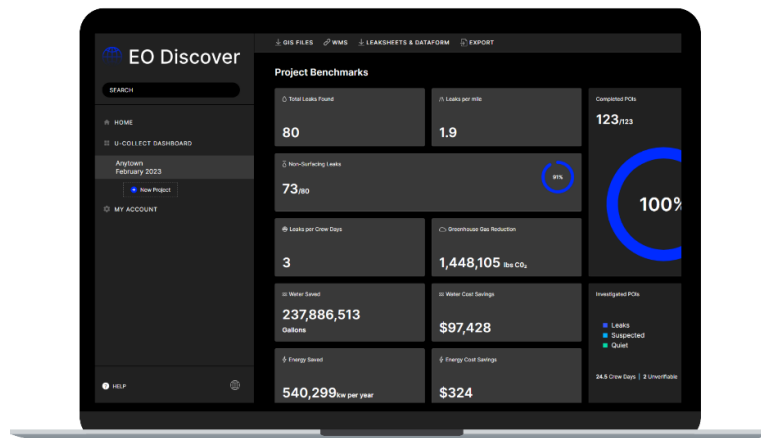


Exhibit A

**Pricing**

Area of interest (AOI) for analysis:

Potable Water lines: 66 miles

**Option A: 1 year**

	Prevent		Advise	
	QTY	Price	QTY	Price
Package	12 months	\$36,000	12 months	\$72,000
Subcontracted Acoustic Leak Detection Technician - BOTG (40 hours/ 5 Days)	5 Days	\$10,500	10 Days	\$21,000
<b>Total</b>		<b>\$46,500</b>		<b>\$93,000</b>

**Option B: 2 years**

	Detect		Prevent		Advise	
	QTY	Price	QTY	Price	QTY	Price
Package	24 months	\$46,000	24 months	\$71,000	24 months	\$142,000
Subcontracted Acoustic Leak Detection Technician - BOTG (40 hours/ 5 Days)	10 Days	\$21,000	15 Days	\$30,000	20 days	\$40,000
<b>Total</b>		<b>\$67,000</b>		<b>\$101,000</b>		<b>\$182,000</b>
Price Per Year		\$33,500		\$50,500		\$91,000

**Option C: 3 years**

	Detect		Prevent		Advise	
	QTY	Price	QTY	Price	QTY	Price
Package	36 months	\$60,000	36 months	\$104,000	36 months	\$213,000
Subcontracted Acoustic Leak Detection Technician - BOTG (40 hours/ 5 Days)	15 days	\$30,000	20 Days	\$40,000	25 days	\$50,000
<b>Total</b>		<b>\$90,000</b>		<b>\$144,000</b>		<b>\$263,000</b>
Price Per Year		\$30,000		\$48,000		\$87,666

Proposal is valid until: May 31<sup>st</sup>, 2025

Note: Once a package is selected, please contact ASTERRA sales team for terms of use and signature processing.



# Recover: Water

Leak Detection and Analysis

## Solution Overview

ASTERRA Recover uses satellite imagery and the power of AI to cover large areas and monitor the regions that contain probable leaks. How do we do this?

Specifically, L-band synthetic aperture radar (SAR) sensors are used for their day/night, cloudy/clear capabilities along with the ability to penetrate beneath the surface of the ground. Using a patented algorithm and machine learning, Recover filters out the signature of drinking water for the customer. This service provides locations directly to the utility's preferred field crew to search and pinpoint the exact leak location.

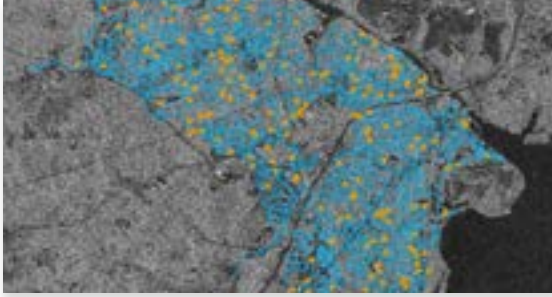
This technology (winner of the 2021 AWWA Innovation Award) has been adapted from the search for water on other planets, underscoring its innovative and outstanding capability here on Earth. Recover offers a fresh approach and non-invasive method to the problem of urban water leakage. When compared with other methodologies, continuous monitoring with satellite leak detection saves you time, water, money, and energy.

## Key Benefits

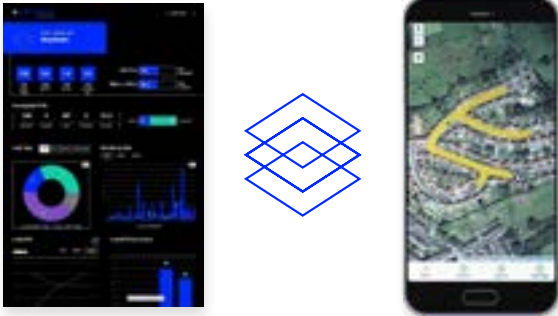
- 1 **Reduce your non-revenue water**
- 2 **Maximize leaks found while increasing field crew efficiency 400%**
- 3 **Most cost-effective tool to support regulatory compliance**
- 4 **Lowest cost solution on the market**

## Image to Repair: 3 Easy Steps

### 1 Monitoring and analysis



### 2 Delivery via subscription on the EO Discover platform



### 3 Pinpoint leak to mark for excavation



## About ASTERRA

ASTERRA (formerly Utilis) provides underground soil moisture data on pipes, roads, rails, dams, and mines to water utilities, government agencies, and infrastructure managers. Using SAR (synthetic aperture radar) data from satellites and a series of proprietary algorithms, ASTERRA turns the data into actionable intelligence that supports large-scale decisions and Earth's resource resilience. Since 2017, in 64 countries, ASTERRA technology has saved over 368 billion gallons of water, 920,000 MWH of energy, and 235,252 metric tons of carbon. ASTERRA is headquartered in Israel with offices in the U.S., the U.K., and Japan.

## Recover by the Numbers

# 64

countries have found success using this solution

# 235K

metric ton reduction in CO<sub>2</sub> emissions

# 920K

MWH of energy saved

# 100K

leaks verified worldwide

# 368B

gallons (1.67B m<sup>3</sup>) of water saved

# 3.5

leaks found per crew day vs 1.3 average with traditional acoustic methods



# Recover: Wastewater

Leak Survey

## Solution Overview

The ASTERRA method uses satellite imagery to cover large areas and quickly narrow down the regions that contain probable leaks. How do we do this?

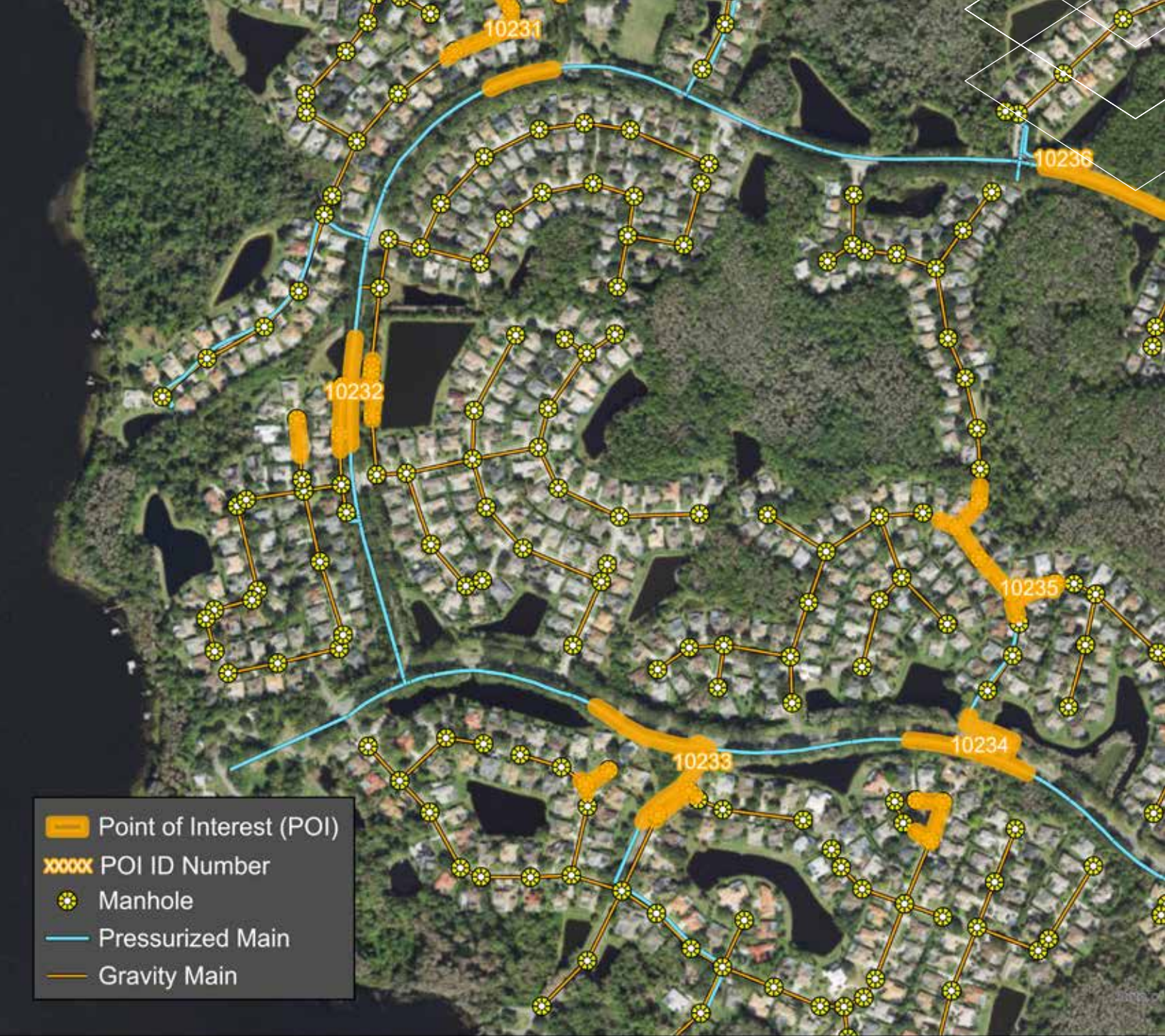
Specifically, L-band synthetic aperture radar (SAR) sensors are used for their day/night, cloudy/clear capabilities along with the ability to penetrate beneath the surface of the ground. Using a patented algorithm, ASTERRA can filter out the signature of wastewater and provide ongoing monitoring to the

customer. Through a subscription, they are then provided to direct the utility's preferred field crew to search within the zones in order to pinpoint the exact leak locations.

This technology has been adapted from the search for water on other planets, underscoring its innovative and outstanding capability here on Earth. ASTERRA offers a fresh approach and a non-invasive method to the problem of urban water leakage.

## Key Benefits

- 1 **Prevent pollution of sensitive habitats and neighborhoods**
- 2 **Most cost-effective tool to support regulatory compliance**
- 3 **Identify trouble spots for pipe replacement strategy**



## About ASTERRA

ASTERRA (formerly Utilis) provides underground soil moisture data on pipes, roads, rails, dams, and mines to water utilities, government agencies, and infrastructure managers. Using SAR (synthetic aperture radar) data from satellites and a series of proprietary algorithms, ASTERRA turns the data into actionable intelligence that supports large-scale decisions and Earth's resource resilience. Since 2017, in 64 countries, ASTERRA technology has saved over 315,288 million gallons of water, 788,219 MWH of energy, and 201,784 metric tons of carbon. ASTERRA is headquartered in Israel with offices in the U.S., the U.K., and Japan.



# ASTERRA Recover

## Satellite-Based Infrastructure Intelligence

Advanced Leak Detection Technology



San Bernardino, California, USA

### BACKGROUND

The City of San Bernardino is in the Inland Empire region of Southern California. The San Bernardino Municipal Water Department (SBMWD) was established in 1905. San Bernardino gets its water from an underground aquifer called the Bunker Hill Basin. Some of the wells are over 1200 feet deep. The SBMWD service area is 45 square miles contains 700 miles of mains and serves over 220,000 people through 47,000 connections. The system is hydraulically complicated in that 59 groundwater wells supply water to 19 pressure zones through 44 reservoirs.

A very high percentage of leaks were found on pipes as opposed to appurtenances. This equates to a large volume of lost water that can be recovered because these leaks are typically larger than leaks on meters, curb stops or hydrants. The average size of a leak found pursuant to this service was 5.3 GPM.

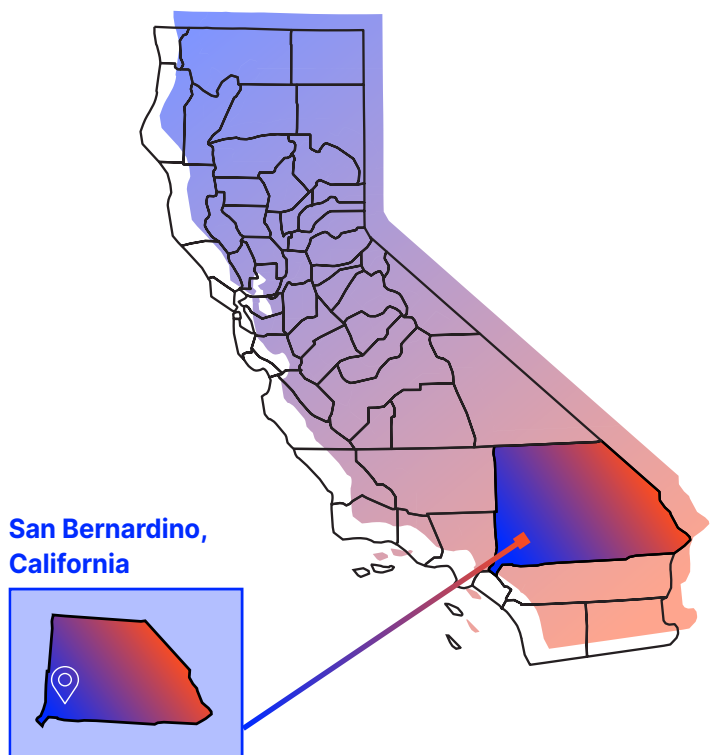
Using conservative leak size estimates, the total amount of lost water recovered when these leaks are repaired is 1598 GPM. This relates to only the leaks on the utility side of the meter. This equates to 1.5 MGD on a yearly amortized basis, or 560 MGY.

### CHALLENGE

Notwithstanding a very wet year in 2023, it is incumbent on all utilities in California to ensure water is not being wasted due to leaking pipes. The State of California Water Loss Standards published in September 2022 is mandating that SBMWD reduce its real water loss by 54%.

### SOLUTION

ASTERRA was retained to provide satellite imagery of the service area to locate likely pipe leaking locations that can then be field inspected to pinpoint leaks and reduce real water loss. One service has been completed thus far over an 18-month period and 324 leaks have been found. Performance has been above expectations at 7.3 leaks per mile found and 5.2 leaks found per crew day. Average performance achieved by ASTERRA in other North American projects is 3.7 leaks found per day and 2.6 leaks found per mile. 117 leaks have been found on main lines, 184 leaks on service lines and 23 on the customer side of the meter. The table below documents the leaks by subtype.



SBMWD Leaks by Sub Type							
Pipe Main	Service Pipe	Valve	Curb Stop	Meter	Hydrant	Connection	Customer
114	153	7	12	6	8	1	23

**CONCLUSION**

The state of California has mandated a 54% reduction in real water loss for SBMWD. The metric used is gallons per connection per day. The requirement is that real losses be reduced from 49.8 GPCD to 23 GPCD. Based on a population served of 220,000 via 47,000 connections the baseline real water loss is 2.3 MGD and must be reduced to 1.1 MGD. The ASTERRA service has enabled SBMWD to

reduce its real water loss by 1.5 MGD, or 31.9 GPCD. This lowers the loss rate from 49.8 GPCD to 17.9 GPCD, or by 64%. Utilizing the ASTERRA service has helped SBMWD reach its mandated goal in just one service over an 18 month period. Ongoing services will allow the utility to direct leak detection staff to the most likely leak locations so the requirements set by the state can be maintained.



Visit Our Website

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. 9.A.

FROM: Matthew McElhenie, General Manager

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Meeting Date: February 13, 2025

Subject: General Manager's Report

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The District continues to provide water, wastewater collection and treatment, emergency response, facilities, and administrative services. The following is an update on some of our ongoing projects and activities.

**Meet the General Manager**

On Monday, March 10, 2025, from 8:30 a.m. to 7:00 p.m., I will be working out of the Cambria Veterans' Memorial Hall and would love to meet you and hear your thoughts on everything, Cambria. We will provide coffee and snacks, and as always, we welcome your feedback and ideas.

**CCSD Office Closure for Presidents Day**

Please be advised that the CCSD administrative office will be closed on Monday, February 17, 2025, in observance of Presidents Day. For any Water and Wastewater emergency services during this time, please contact our 24-hour main line at (805) 927-6223. The office will reopen on Tuesday, February 18, 2025, at 9:00 a.m.

**Public Record Requests**

The Fire Department and Administrative Department have been receiving a high volume of inquiries regarding weed abatement pictures, invoices, and related matters. ***Please note that the Fire Department is not the appropriate contact for obtaining documentation related to weed abatement concerns.***

To access records or documents related to weed abatement, the California Public Records Act (CPRA) provides a process for the public to request identifiable records maintained by government agencies. However, the CPRA does not facilitate answering questions or conducting research—it is strictly intended for access to existing records and documents. ***If you wish to request identifiable records regarding weed abatement maintained by the CCSD, please submit a Public Records Request [here](#).*** Once your request is submitted, the District will respond within ten days to determine whether the requested records, in whole or in part, are disclosable and in the District's possession.

**Access to 2024 Fire Hazard Fuel Reduction Program (FHFRP) Documentation**

Before submitting a public records request, please note that the 2024 Fire Hazard Fuel Reduction Program (FHFRP) documentation is readily available on our website at the links below:

- [February 8, 2024 Board Meeting](#)
- [April 11, 2024, Board Meeting](#)
- [May 9, 2024, Board Meeting](#)
- [July 25, 2024, Board Meeting](#)
- [CCSD Fire Department Seeking Proposals from Contractors for CCSD's Annual Fire Hazard Fuel Reduction Program \(FHFRP\) for 2024](#)
- [2024 Fire Hazard Fuel Reduction Program \(FHFRP\)](#)

**Join Our Mailing List to Receive Updates Regarding the 2025 Fire Hazard Fuel Reduction Program (FHFRP)**

To stay informed about the 2025 Fire Hazard Fuel Reduction Program (FHFRP) or any other news related to the Cambria CSD Fire Department, please click the "Join Our Mailing List" icon and subscribe to Cambria CSD Fire Department News & Updates.

Additionally, follow the Cambria CSD Fire Department on social media for real-time updates:

- **Instagram:** [www.instagram.com/cambriafiredepartment/](http://www.instagram.com/cambriafiredepartment/)
- **Facebook:** [www.facebook.com/Cambriafire](http://www.facebook.com/Cambriafire)

**Cambria Community Services District  
Public Record Requests**

**The Cambria Community Services District has received forty-three Public Record Requests since January 3, 2025.**

- 1. 1/3/2025 Maryann Bonthius:** I am requesting photo copies of the before and after weed abatement on property located on Pierce APN 024.161.009 for the 2024 lot clearance. I received a bill for the fire hazard fuel reduction services. I have spoken to Capt. Craig Brooks regarding this issue and we have a dispute regarding it. I paid for lot clearance by Gregorio Celdon/Bushwacker on May 6 2024. He cleared the parcel per Cambria fire department requirements. I have copies of his invoice and payment made on 5/6/2024.

**1/6/2025 District Response:** The requested photos are attached.

- 2. 1/6/2025 Nancy Leroux:** One more thing please send me pictures that is taken next to house number 1696 Dovedale. I do not see that from the pictures attached.

**1/6/2025 District Response:** We have reviewed your public records request regarding the property associated with the address you provided. The lot on the opposite side of the home passed inspection, and as a result, no pictures were taken. Consequently, we do not have any pictures that are responsive to your request.

- 3. 1/8/2025 Patrick & Lori-Anne Andrews:** Parcel # 24-253-003 - Please provide photographs taken of this parcel in regard to the work done on July 26, 2024 by Paradise Tree Service and please provide detailed description of the work performed. The bill that was provided is not detailed.

**1/10/2025 District Response:** The requested photos, invoice, and 2024 Fire Hazard Fuel Reduction Program Agreement are attached.

- 4. 1/8/2025 Patrick & Lori-Anne Andrews:** Parcel 024-253-003 - Weed abatement. Please provide before & after photos (date-stamped) of work performed by Paradise Tree Service in 2023 as well as 2024.

**1/10/2025 District Response:** The requested 2024 photos are attached. However, after a thorough search, the district has determined that there are no 2023 photos in its possession.

**1/28/2025 District Response:** This is to confirm that Mike Rice visited the Administrative Office on January 24, 2025, and paid the weed abatement bill for APN 024.253.003 in the amount of \$2,936.00.

Please find the receipt below for your reference.

CAMBRIA CSD  
P.O. BOX 65  
CAMBRIA, CA 93428  
805-927-6223

DATE: 1-24-25 2425

RECEIVED FROM: Mike Rice \$ 2936.00 DOLLARS

FOR: Weed Abate APN 024.253.003

AMOUNT OF ACCOUNT		<input type="checkbox"/> CASH
THIS PAYMENT		<input type="checkbox"/> CHECK
BALANCE DUE		<input type="checkbox"/> CREDIT CARD BY: #3248
		<input type="checkbox"/> MONEY ORDER

**THANK YOU**

- 5. 1/10/2025 Mehran Akhavan:** We request pictures for the weed abatement for APN 024-261-017. We also need the report from the Fire Department showing what we passed for and did not pass for weed

abatement. So we are requesting three documents: 1) pictures from the fire department of our lot, 2) pictures from Paradise contractor with landmark identifiers showing our lot before and after the work was complete 3) Fire Department report of the pass/no pass items on our lot from the Fire Department Inspection. Thank you.

**1/20/2025 District Response:** We recognize that we have a duty under the Public Records Act to make a good-faith effort to search for documents that are responsive to your request. The CCSD needs a fourteen (14) day extension until February 3, 2025, to continue to search our files. You will be notified if records have been identified and are available earlier.

**1/21/2025 District Response:** The requested photos are attached. Resolution 24-2024 is attached. The documentation for the 2024 Fire Hazard Fuel Reduction Program (FHFRP) has always been readily available on our website at the links provided below. The CCSD has been transparent in its FHFRP processes, including:

- Sending [2024 FHFRP reminders and Important Notices Regarding No Extensions for Weed Abatement Deadlines](#) to individuals subscribed to the Cambria CSD Fire Department News & Updates subscription list.
- Detailing the FHFRP process in the General Manager's [Letters from the General Manager](#).

Below are key updates and actions from CCSD Board meetings and other FHFRP-related efforts:

- **[February 8, 2024, Board Meeting](#)**: The CCSD Board of Directors approved the 2024 FHFRP process and deadlines.
- **[April 11, 2024, Board Meeting](#)**: The CCSD Board of Directors adopted Resolution 04-2024 declaring a public nuisance for the FHFRP. Notices were sent on April 12 and June 12, 2024, with a compliance deadline of July 15, 2024. An RFP for abatement services was issued. Non-compliant parcels will be abated by the CCSD's contractor.
- **[May 9, 2024, Board Meeting](#)**: Paradise Tree Service was selected as the contractor following a thorough evaluation process, and the CCSD Board of Directors adopted Resolution 08-2024 to award the contract.
- **[July 25, 2024, Board Meeting](#)**: The CCSD Board of Directors adopted Resolution 24-2024, ordering the abatement of public nuisances. Non-compliant parcels were abated by the CCSD's contractor.
- **[2024 Fire Hazard Fuel Reduction Program \(FHFRP\)](#)**
- **[CCSD Fire Department Seeking Contractor Proposals for FHFRP](#)**
- **[General Manager's Letters Regarding FHFRP](#)**

We have also successfully enrolled your email in the following CCSD website subscription lists:

- Board Agendas: To receive emails related to Board agendas and Letters from the General Manager.
- Cambria CSD Fire Department News & Updates: To receive emails related to Cambria CSD Fire Department and 2025 FHFRP weed abatement.

**1/28/2025 District Response:** This is to confirm that Mike Rice visited the Administrative Office on January 24, 2025, and paid the weed abatement bill for APN 024.261.017 in the amount of \$5700.00.

Please find the receipt below for your reference.

CAMBRIA CSD  
P.O. BOX 65  
CAMBRIA, CA 93428  
805-927-6223

2418  
DATE 1/24/25

RECEIVED FROM Mike Rice \$ 5700.00 DOLLARS

FOR Weed Abate APN# 024 261017

AMOUNT OF ACCOUNT		<input type="checkbox"/> CASH	
THIS PAYMENT		<input checked="" type="checkbox"/> CHECK	V#13279
BALANCE DUE		<input type="checkbox"/> CREDIT CARD	BY [Signature]
		<input type="checkbox"/> MONEY ORDER	

THANK YOU

6. **1/13/2025 Tina Dickason:** I am submitting a request to the CCSD for the precise information as to where in the expenditure reports, I can access payments from the CCSD to Mission Country, for the **district's** garbage collection. Under what category in Expenditures would these payments to Mission Country be in?

**1/20/2025 District Response:** Thank you for your public records request. The California Public Records Act (CPRA) is designed to provide the public with access to identifiable records and documents that are maintained by government agencies. The CPRA does not provide a process for answering questions or conducting research. Instead, it is intended to provide access to existing, identifiable records that are in the possession of the agency. We recognize our duty under the Public Records Act to make a good-faith effort to search for documents that may be responsive to your request. However, there are no documents responsive to your request. As a courtesy, we also checked with Mission Country Disposal, and they explained that while there is a charge for services, it is credited back to the District's account, so therefore, the District does not pay for its solid waste collections.

7. **1/13/2025 Tina Dickason:** I am requesting information on 2 items that appeared in the Expenditure Report in the October 17, 2024 Board Agenda Packet. Please provide me with detailed information related to the two delinquent solid waste charges from September 12, 2024 under Vendor MCD (Mission Country Disposal), so that I may understand what they were for. MCD Vendor -- 11406 1. 9-12-2024 ADM--Delinquent Solid Waste Charge--\$1,000.16 2. 9-12-2024 ADM--Delinquent Solid Waste Charge--\$3,687.98

**1/14/2025 District Response:** The 2022/2023 and 2023/2024 Delinquent Solid Waste Collection and Disposal Charges for the County Tax Rolls are attached. We have included website links to the agenda packets that are also responsive to your request:

- June 9, 2022 Regular Board Meeting Agenda Packet: <https://www.cambriacsd.org/2022-06-09-meeting>
- June 8, 2023 Regular Board Meeting Agenda Packet: <https://www.cambriacsd.org/2023-06-08-board-meeting>

8. **1/14/2025 Rebecca Rogers:** 024-322-013 For a bill received fifty three hundred dollars

**1/21/2025 District Response:** The bill related to your 1/14/2025 public records request is attached. I am still working on your other request.

9. **1/14/2025 Jagdeep Chauhan:** Hello, This request is to obtain pictures of the below APN property. Pictures of before and after, the weed abatement was done by the city approved contractor. APN# 023-036-021 (Ardath Drive) Please email me the pictures at provided email address. Please reach out to me at my cell if you have any questions.

**1/15/2025 District Response:** The requested photos are attached.

**10. 1/14/2025 Louise Nixon:** APN: 013-101-063 Regarding Weed Abatement on the above parcel - Please provide all notifications, documents, records, and photographs dated after July 15, 2024.

**1/15/2025 District Response:** The requested photos, 2024 Cambria Fire Department Fire Hazard Fuel Reduction Program Bill, Bill for Fire Hazard Fuel Reduction Services and July 25, 2024 Special Board Meeting agenda packet are attached.

**11. 1/14/2025 Tina Dickason:** Please provide the franchise fee agreement between CCSD and Mission Country, effective Jan.1, 2025. (I don't know when the board signed the contract: they approved the rate increase methodology in the Jan. 9, 2025 board meeting).

**1/14/2025 District Response:** The District does not have a new franchise agreement. The Board of Directors approved the attached Resolution on January 9, 2025, and the Mission Country Disposal Franchise Agreement is posted at the link below.

[https://www.cambriacsd.org/solid-waste#/body\\_file\\_c0e5ca63-a8e2-4382-9ac6-897ae07054ed](https://www.cambriacsd.org/solid-waste#/body_file_c0e5ca63-a8e2-4382-9ac6-897ae07054ed)

**12. 1/15/2025 Sherry Crowell:** I am requesting copies that were taken pre and post land clearing in 2024.

**1/15/2025 District Response:** The requested photos are attached.

**13. 1/16/2025 Ronald R.:** I request before and after pictures and the "pile of debris" that was supposedly hauled off for my property on Leona Drive with APN: 022.112.023. In addition I would like a line item detailed description of the billing I received. including man hours on this property. This property is only grass with a tree or two.

**1/23/2025 District Response:** The requested photos are uploaded here: [Ronald PRR](#)

Additionally, as discussed with the Fire Chief during your conversation yesterday, the Cambria Community Services District (CCSD) is unable to comply with your request to dismiss the charges. As you informed the Fire Chief, the lot was not completed by the contractor you paid, which ultimately resulted in its inclusion on the public nuisance list. The documentation for the 2024 Fire Hazard Fuel Reduction Program (FHFRP) has always been readily available on our website at the links provided below. The CCSD has been transparent in its FHFRP processes, including:

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- Cambria CSD Fire Department News & Updates: To receive emails related to Cambria CSD Fire Department and 2025 FHFRP weed abatement.

**14. 1/16/2025 Ron Guley:** I am writing in regards and on behalf of numerous lot owners who have received exorbitant billings for lot abatement. We all believe there is some sort of scam happening there in Cambria. Your finance dept points fingers to the Fire Dept and they point fingers to CSD. Many of us have been scammed by a company Bushwacker, who I have used for 24 years to clear my property (which by the way is only grass) and always my lot was mowed and passed. Supposedly this company was sold to a Gregario Avila, who, by the way is still currently listed on your current contractors list to have the work done. He has skipped with a lot of us paying him for the work not done or not done right. You and or the FD have no provisions to allow us lot owners to know that our lots have passed or not. Most all of us live outside the area, myself, and we are not local to be there to clear our property and need to trust your listed contractors to do the work. Aside from this, your contractor has charged exorbitant charges for the work that did not pass the deadline. It would take no more than a max of 3 hours to mow my grass, at possibly a rate of \$50/HR the fee of \$150 is a rate I could expect to pay. In the past I have paid \$75 up to \$125 for my lot to be mowed. Your guy charging fees of \$588 and equipment delivery, hauling off debris (there was no debris hauled off, it never is, it's grass!! and another line cost \$36 for pictures!! totalling over \$900?? Pictures can be taken by cellphone!! Where are my pictures before and after and the pile of debris hauled off. Your contractor is raping the residents and lot owners of their fees and you are condoning these fees, with no question. Someone is making a whole lot of money. I am a retired single man and on a fixed income. I cannot pay this bill, not at these high fees. There needs to be a better program on yours or the FD part to allow us lot owners to verify that our lots pass or not before sending out your contractor. In fact some lots were cleared and were paid for the service and your contractor still went out and supposedly did work on it. This is a scam. I don't know how Paradise Tree is facing the good people of Cambria. You leave us lot owners no choice but to attack this issue in force and we will band together to do so. If you can assist us and resolve this issue and work with the FD for future process of clearing of our lots and assist us in adjusting these fraudulent fees you have charged us. I look forward to a response. Please don't reply with information I/we already know about your notification etc. This process is being abused.

**1/21/2025 District Response:** I have received your request regarding the Cambria CSD Fire Hazard Fuel Reduction Program (FHFRP). We are sorry to hear about your experience with Bushwacker/Gregorio Celdon. The documentation for the 2024 Fire Hazard Fuel Reduction Program (FHFRP) has always been readily available on our website at the links provided below. The CCSD has been transparent in its FHFRP processes, including:

- Sending [2024 FHFRP reminders and Important Notices Regarding No Extensions for Weed Abatement Deadlines](#) to individuals subscribed to the Cambria CSD Fire Department News & Updates subscription list.
- Detailing the FHFRP process in the General Manager's [Letters from the General Manager](#).

Below are key updates and actions from CCSD Board meetings and other FHFRP-related efforts:

- [February 8, 2024, Board Meeting](#): The CCSD Board of Directors approved the 2024 FHFRP process and deadlines.
- [April 11, 2024, Board Meeting](#): The CCSD Board of Directors adopted Resolution 04-2024 declaring a public nuisance for the FHFRP. Notices were sent on April 12 and June 12, 2024 (attached), with a compliance deadline of July 15, 2024. An RFP for abatement services was issued. Non-compliant parcels will be abated by the CCSD's contractor.
- [May 9, 2024, Board Meeting](#): Paradise Tree Service was selected as the contractor following a thorough evaluation process, and the CCSD Board of Directors adopted Resolution 08-2024 to award the contract.
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- [2024 Fire Hazard Fuel Reduction Program \(FHFRP\)](#)
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Lastly, during the 2024 FHFRP process, we outlined that if you have any questions or require further information, please do not hesitate to contact the Cambria CSD Fire Department at (805) 927-6240. We are currently preparing the 2025 Cambria CSD Fire Hazard Fuel Reduction Program (FHFRP) process and will consider your feedback. Thank you for bringing this to our attention. We appreciate your input as we continue to improve our program.

**15. 1/16/2025 Jim and Peggy Entz:** We are writing to ask you to address what we feel must be a misunderstanding. We bought a lot with a water position in 2007 on Astor here in Cambria (APN: 023.141.018). We planned to build a home to retire to. For 18 years we have paid our taxes, waitlist fees, and had our lot cleared of weeds by paying a contractor to have it done, without fail (except for last year when Gregorio Celdon / Bushwacker kept our payment and did not do the work—his deceit was not apparent until we received your bill a few weeks ago [he has not responded to any of our communications with him and has not returned our money]—see attached payment confirmation to Bushwacker and CCSD Bill). In 2017, we were able to buy a home here in Cambria and realize our dream of retiring here in Cambria in the near future (the lot, in ten years, had lost over half its value at that time—so we didn't want to sell it—and we were no closer to being able to build on it). We love Cambria...and we are very grateful to be a part of this beautiful, special place. We want to do everything we can to keep its beauty and its vibrancy. That's why we believe that the bill that we received at the end of 2024 must be a mistake. In May of 2024, we paid Gregorio Celdon / Bushwacker, \$155 to clear the weeds on our lot (APN: 023.141.018). In years past, the fees had been less than half that, but we paid what he asked. During that summer, when we were in town, we would sometimes walk by the lot to check if the weeds had been cut. In July we were becoming concerned. We began calling, leaving messages, and sending emails to make sure that they/he was going to get the job done. We received no message back. Jim went to the only address we had for Gregorio Celdon, a P.O. Box in the Cambria Business Center—they said he was around and picking up his mail. So he hadn't left town at that point. Just when Jim was ready to borrow a weed-eater from a friend and do it himself, we took another walk by the property in early August, and the weeds had been cut. We heaved a sigh of relief and put it out of our minds. Then, toward the end of December, we received the bill/notice that we have attached below. We have also attached the evidence of our payment to Gregorio Celdon/Bushwacker. We assumed, in good faith, that he had cleared the weeds on our lot, as we had done for the 17 years before that. We paid Gregorio Celdon to do it, and we were defrauded, so the bill we received from you was clearly a surprise. We acted in good faith, we made every effort to make sure that we met our responsibility. Why are we being charged any more than the amount we paid to

Bushwacker (who doubled his fees this year and then defrauded us out of our money)? In fact why are we being charged at all? Finally, is the CCSD bill a mistake? It is so extraordinarily excessive [*Don Campo cleared our lot from 2007-09 for \$70 a year, Buddy Campo from 2010-15 for \$70 a year, Andy Dreyfus from 2016-21 for \$70 a year, and only Bushwacker raised our rates to \$75 for 2022 and 2023, and for last year, he raised our rates to \$155 (with the sole intent to defraud us)*]. The average over 18 years to clear our lot of weeds and debris is \$75 a year. The CCSD bill is \$1007. This can't be right—a bill that is over 13x the true cost of clearing this lot! The company the CCSD retained to clear the lot (Paradise Tree Service) has made charges that do not correspond to reality. There seem to be many other ways this could be handled, but levying this fine on us, who have followed the rules and the responsibilities of owning a lot in Cambria for 18 years, must be a mistake. We hope that you can resolve this issue in the interests of good will and of doing the right thing.

**1/25/2025 District Response:** The requested photos are uploaded here: [☐ Entz PRR](#). I have received your request regarding the Cambria CSD Fire Hazard Fuel Reduction Program (FHFRP). We are sorry to hear about your experience with Gregorio Celdon. The documentation for the 2024 Fire Hazard Fuel Reduction Program (FHFRP) has always been readily available on our website at the links provided below. The CCSD has been transparent in its FHFRP processes, including:

- Sending [2024 FHFRP reminders and Important Notices Regarding No Extensions for Weed Abatement Deadlines](#) to individuals subscribed to the Cambria CSD Fire Department News & Updates subscription list.
- Detailing the FHFRP process in the General Manager's [Letters from the General Manager](#).

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**16. 1/17/2025 Charles Friedman:** I am writing on behalf of my elderly client, the owner of the above-captioned Cambria lot at [023-208-026](#) (which is located between 2 CCSD-owned lots). My client or her family have also owned various other Cambria lots for many, many years and has assiduously taken care of them annually with no issues. Last week, my client was surprised to receive a letter (dated 12-20-24) and handwritten attachment indicating for the first time that she was in non-compliance for weed abatement, and seeking a payment of \$975. She was surprised and distraught as she and her mother before

her scrupulously have had all her Cambria and other SLO lots well maintained by using the same contractor for many years, who always took care of the lots, and this past year as well. Indeed, I have made sure for the past 15 years that weed abatement on her lots have been taken care by Rob Vandenouden, until he apparently retired in 2024, and then by another contractor from the Cambria CSD Fire Department list, Mike Rice, in 2024. I communicated with him numerous times from April-June 2024 and thereafter to make sure my client's lots were done in a timely manner before July 15, 2024, and he assure us and confirmed via subsequent email that the lots (including the above-captioned lot) were indeed completed by the required July 15 2024 date, and my client paid for his services. Thus, we were very surprised to receive the December notice, and especially since the "Contractor's charges" of \$875 were more than 10 times what we paid the contractor in 2024 and even more than 12 times what we have paid for past 20 plus years! My client has always prided herself on taking care of all weed abatement matters on all the lots owned by her in a timely manner and has always paid all her bills on time. I would appreciate it if we could briefly touch base regarding this specific matter so that I can obtain an explanation why SLO or CCSD seem to have instituted a new procedure which resulted in such a non-compliance notice when my client had indeed timely hired and paid for such services. Regardless, I really wanted to use this opportunity to discuss a related matter regarding the above captioned lot. For at least the last 5-8 years, I have tried to contact someone at CCSD to discuss the possible swap of the above lot (which is located between 2 vacant lots owned by the CCSD) with another CCSD-owned vacant lot next to another property owned by my client. I thought it would make more sense for you to own my client's lot to provide a more continuous string of CCSD-owned properties, and simultaneously making it easier for my client. The lots are similar. Despite my efforts, I have never been able to get the attention of the right person at CCSD or Cambria who considers such matters, and I thought that perhaps we can use this matter to raise that issue and see if such a reasonable proposal might work for ALL parties. My client has also been considering a charitable or conservation donation regarding several other lots, and thus I wanted to get a feel for Cambria and CCSD and your thoughts about such matters.

**1/23/2025 District Response:** Thank you for your inquiry regarding the possible swap of your client's lot and your request regarding the Cambria CSD Fire Hazard Fuel Reduction Program (FHFRP). However, the CCSD is not accepting responsibility for any additional CCSD parcels at this time or any swapping of parcels. The documentation for the 2024 Fire Hazard Fuel Reduction Program (FHFRP) has always been readily available on our website at the links provided below. The CCSD has been transparent in its FHFRP processes, including:

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- Detailing the FHFRP process in the General Manager's [Letters from the General Manager](#).

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- **[May 9, 2024, Board Meeting](#):** Paradise Tree Service was selected as the contractor following a thorough evaluation process, and the CCSD Board of Directors adopted Resolution 08-2024 to award the contract.
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- **[2024 Fire Hazard Fuel Reduction Program \(FHFRP\)](#)**

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- [General Manager's Letters Regarding FHFRP](#)

If you want to provide me with your client's email address, we will enroll her email in the following CCSD website subscription lists:

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**17. 1/17/2025 Tina Dickason:** Please provide via this PRA request, the following item: "New Solid Waste Rate Adjustment Methodology and 2025 Rates report by independent reviewer, R3 Consulting Group, Inc." This item is referenced in the Prop. 218 Notice and says it is available from the CCSD.

**1/17/2025 District Response:** The New Solid Waste Rate Adjustment Methodology and 2025 Rates Report is posted at the link below (pages 21-49 of the agenda packet). <https://www.cambriacsd.org/2024-11-14-board-meeting>

**18. 1/17/2025 Rebecca Rogers:** 024322013

**1/17/2025 District Response:** We recognize that we have a duty under the Public Records Act to make a good-faith effort to search for documents that are responsive to your request. Please narrow your request to specific identifiable documents or records.

**19. 1/18/2025 Rebecca Rogers:** I am trying to get records on some work that was done on my property 024 322 013 and this is where I was told to get it. Can you show pictures of the work done As it is 50 times more expensive than last year and I had already had the work done as I have Every year. I am referring to the \$5300 fire hazard Bill I received. These are the records I am requesting about the bill I received that I feel is not right Please send pictures of work done as I had Mike Rice do the work and have his bill and I send his cancelled check.

**1/28/2025 District Response:** The requested photos and bill are attached. However, after a thorough search, the district has determined that it does not possess any 2024 after photos provided by Paradise Tree Service. The documentation for the 2024 Fire Hazard Fuel Reduction Program (FHFRP) has always been readily available on our website at the links provided below. The CCSD has been transparent in its FHFRP processes, including:

- Sending [2024 FHFRP reminders and Important Notices Regarding No Extensions for Weed Abatement Deadlines](#) to individuals subscribed to the Cambria CSD Fire Department News & Updates subscription list.
- Detailing the FHFRP process in the General Manager's [Letters from the General Manager](#).

Below are key updates and actions from CCSD Board meetings and other FHFRP-related efforts:

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- [May 9, 2024, Board Meeting](#): Paradise Tree Service was selected as the contractor following a thorough evaluation process, and the CCSD Board of Directors adopted Resolution 08-2024 to award the contract.

- [July 25, 2024, Board Meeting](#): The CCSD Board of Directors adopted Resolution 24-2024, ordering the abatement of public nuisances. Non-compliant parcels were abated by the CCSD's contractor.
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- [General Manager's Letters Regarding FHFRP](#)

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- Cambria CSD Fire Department News & Updates: To receive emails related to Cambria CSD Fire Department and 2025 FHFRP weed abatement.

**1/28/2025 District Response:** Mike Rice visited the Administrative Office on January 24, 2025, and paid the weed abatement bill for APN 024.322.013 in the amount of \$5,288.

Please find the receipt below for your reference.

CAMBRIA CSD  
P.O. BOX 65  
CAMBRIA, CA 93428  
805-927-6223

2420  
DATE 1-24-25

RECEIVED FROM Mike Rice \$ 5,288.00  
DOLLARS

FOR Weed Abate APN# 024.322.013

AMOUNT OF ACCOUNT THIS PAYMENT BALANCE DUE

CASH  
 CHECK #3280  
 CREDIT CARD  
 MONEY ORDER

BY [Signature]

THANK YOU

**20. 1/18/2025 John Miller:** Received a bill for fuel reduction services, I paid Mike Rice to clear 023-233-006 & 023-233-062, my 2 lots next to each other. Did one pass and not the other? Mike Rice sent me a receipt for clearing both. Hope to clear this up.

**1/18/2025 District Response:** Resolution 24-2024 and the [July 25, 2024 Special Board Meeting](#) agenda packet are attached. APN 023-233-006 did not pass inspection and was placed on the contract abatement list (Exhibit A to Resolution 24-2024).

**1/28/2025 District Response:** This is to confirm that Mike Rice visited the Administrative Office on January 24, 2025, and paid the weed abatement bill for APN 023.233.006 in the amount of \$832.50.

Please find the receipt below for your reference.

CAMBRIA CSD  
P.O. BOX 65  
CAMBRIA, CA 93428  
805-927-6223

2413  
DATE 1-24-2025

RECEIVED FROM Mike Rice \$ 832.50  
DOLLARS

FOR Weed Abate APN# 023.233.006

AMOUNT OF ACCOUNT THIS PAYMENT BALANCE DUE

CASH  
 CHECK #3276  
 CREDIT CARD  
 MONEY ORDER

BY [Signature]

THANK YOU

**21. 1/18/2025 John Anderson:** I am requesting the pictures and any information that pertain to the invoice that I received for a Cambria fire department fuel reduction program bill. I believe this was an error because I paid a local contractor (receipt uploaded) to perform this service for the lot in question. Please

see the attached paid-in-full invoice predating the 2024 deadline. The lot in question is parcel #023-451-020. Thank you very much. John Anderson

**1/28/2025 District Response:** We recognize that we have a duty under the Public Records Act to make a good-faith effort to search for documents that are responsive to your request. The CCSD needs a fourteen (14) day extension until February 7, 2025, to continue to search our files. You will be notified if records have been identified and are available earlier.

**1/29/2025 District Response:** Attached are the requested 2024 before photos. However, after a thorough search, the district has determined that it does not possess any 2024 after photos from Paradise Tree Service. Paradise Tree Service has offered to provide you with a direct reimbursement for the cost of the photos. Please contact them directly to arrange for reimbursement. The documentation for the 2024 Fire Hazard Fuel Reduction Program (FHFRP) has always been readily available on our website at the links provided below. The CCSD has been transparent in its FHFRP processes, including:

- Sending [2024 FHFRP reminders and Important Notices Regarding No Extensions for Weed Abatement Deadlines](#) to individuals subscribed to the Cambria CSD Fire Department News & Updates subscription list.
- Detailing the FHFRP process in the General Manager's [Letters from the General Manager](#).

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**22. 1/19/2025 Jrair Hakopian:** Photo documentation of weed abatement for APN 023 047 017. Also requesting the following: 1) Contractors bidding procedures 2) List of bids submitted to obtain the weed abatement contract 3) Documents submitted by the contractor for the selection process 4) Dates of weed abatements for all properties that were allegedly non-compliant 5) APN numbers of all properties that were allegedly non-compliant 6) Dump receipts 7) Make, model, and types of equipment used 8) License and DOT numbers of vehicles used by the contractor 9) CCSD late fee schedules (for all services) 10) Audit process for the contractors' billing accuracy 11) Results of the audits if performed Thank you. All rights and remedies reserved.

**1/23/2025 District Response:** The requested photos are uploaded here: [☐ Hakopian PRR](#). The documentation for the 2024 Fire Hazard Fuel Reduction Program (FHFRP) has always been readily available on our website at the links provided below. The CCSD has been transparent in its FHFRP processes, including:

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**23. 1/20/2025 Michael & Vibiana Buck:** We are requesting verification of 2024 Lot Clearing completion for our parcel, APN 023.143.026 located on Benson.

**1/22/2025 District Response:** There are no documents responsive to your request. The lot passed inspection and was not placed on the public nuisance list.

**24. 1/21/2025 Marc Chantry:** Pictures for APN:024.011.021 pre and post pictures.

**1/23/2025 District Response:** The requested photos are attached.

**1/28/2025 District Response:** This is to confirm that Mike Rice visited the Administrative Office on January 24, 2025, and paid the weed abatement bill for APN 024.011.021 in the amount of \$756.00.

Please find the receipt below for your reference.



CAMBRIA CSD  
P.O. BOX 65  
CAMBRIA, CA 93428  
805-927-6223

2417  
DATE 1/14/25

RECEIVED FROM M. Ke Rizo \$ 756 DOLLARS

FOR Weed Abate Acct# 024 011031

AMOUNT OF ACCOUNT		<input type="checkbox"/> CASH
THIS PAYMENT		<input type="checkbox"/> CHECK
BALANCE DUE		<input type="checkbox"/> CREDIT CARD BY V#13372 SA
		<input type="checkbox"/> MONEY ORDER

THANK YOU

**25. 1/21/2025 Nancy Delphenich:** Verbal inquiry regarding the Cambria CSD Fire Hazard Fuel Reduction Program (FHFRP)

**1/21/2025 District Response:** I received your verbal inquiry regarding the Cambria CSD Fire Hazard Fuel Reduction Program (FHFRP). The First and Second Notice to Destroy Weeds and Bill for Fire Hazard Fuel Reduction Services are attached. The documentation for the 2024 Fire Hazard Fuel Reduction Program (FHFRP) has always been readily available on our website at the links provided below. The CCSD has been transparent in its FHFRP processes, including:

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**26. 1/21/2025 Aram Basmajian:** To Whom It May Concern, I hope this message finds you well. I am writing to formally submit a request under the California Public Records Act (Government Code § 6250 et seq.) to obtain copies of insurance policies covering the Cambria Community Services District (“CCSD”) and its operations. Specifically, I am requesting: • Copies of all insurance policies currently in effect or active during the time period of January 1, 2000 to Present. • Policies detailing coverage types, including but not limited to general liability, errors and omissions, and directors and officers coverage. I kindly request that

you provide electronic or physical copies of these records at your earliest convenience. If there are any fees associated with fulfilling this request, please inform me in advance. Additionally, if this request requires clarification or if you anticipate any delays in processing, do not hesitate to contact me. Please confirm receipt of this email and let me know if you require further details to proceed. Thank you for your attention to this matter.

**1/21/2025 District Response:** The responsive documentation dating back to 2019 has been uploaded to OneDrive here: [☐ Basmajian PRR](#)

**27. 1/21/2025 John Anderson:** Dear Chief Burkey, I write to you today regarding the invoice my wife and I received for fire hazard fuel reduction services from the Cambria CSD. I've been made aware that issues and discrepancies exist in the town's record keeping related to fire hazard mitigation and the use of outside contractors to perform this important work for lot owners. That said, for my particular situation, I have a paid-in-full receipt with the APN numbers clearly stated for the two small flat lots that we own on Malvern Ave. There was no reason for another contractor to mow my lot(s) again. I was also never informed that this was the town's intent. I urge you at the CCSD to adopt a second notice stating your intent with a grace period before sending your own excessively priced contractor so that this situation does not happen again. I have been very patient with the town and its requirements for the 25 years that I have owned the lots and always met my commitments with respect to mowing the lots in a onetime manner. Therefore, I request that you mitigate, delete, or void this bill as it is inaccurate.

**1/21/2025 District Response:** We are still working on your January 19, 2025, public records request. I received your request below regarding the Cambria CSD Fire Hazard Fuel Reduction Program (FHFRP). The First and Second Notice to Destroy Weeds and Bill for Fire Hazard Fuel Reduction Services are attached. The documentation for the 2024 Fire Hazard Fuel Reduction Program (FHFRP) has always been readily available on our website at the links provided below. The CCSD has been transparent in its FHFRP processes, including:

- Sending [2024 FHFRP reminders and Important Notices Regarding No Extensions for Weed Abatement Deadlines](#) to individuals subscribed to the Cambria CSD Fire Department News & Updates subscription list.
- Detailing the FHFRP process in the General Manager's [Letters from the General Manager](#).

Below are key updates and actions from CCSD Board meetings and other FHFRP-related efforts:

- [February 8, 2024, Board Meeting](#): The CCSD Board of Directors approved the 2024 FHFRP process and deadlines.
- [April 11, 2024, Board Meeting](#): The CCSD Board of Directors adopted Resolution 04-2024 declaring a public nuisance for the FHFRP. Notices were sent on April 12 and June 12, 2024, with a compliance deadline of July 15, 2024. An RFP for abatement services was issued. Non-compliant parcels will be abated by the CCSD's contractor.
- [May 9, 2024, Board Meeting](#): Paradise Tree Service was selected as the contractor following a thorough evaluation process, and the CCSD Board of Directors adopted Resolution 08-2024 to award the contract.
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- [2024 Fire Hazard Fuel Reduction Program \(FHFRP\)](#)
- [CCSD Fire Department Seeking Contractor Proposals for FHFRP](#)
- [General Manager's Letters Regarding FHFRP](#)

We have also successfully enrolled your email in the following CCSD website subscription lists:

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- Cambria CSD Fire Department News & Updates: To receive emails related to Cambria CSD Fire Department and 2025 FHFRRP weed abatement.

**28. 1/21/2025 Will & Mary Carson:** Hi, Greg McGill at the fire department said I should make this request. You sent me a bill for weed abatement for \$633.5. It was sent to an old address, luckily a friend opened the letter and sent it to me. I currently own 6 other parcels that seem to have the correct address. Mike Rice cleaned up all the parcels and I paid him. The parcel number in question is 023-214-029. I own APN # 023-214-028 which is next door. I can't picture Mr. Rice cleaning up the one parcel and not the one next door and also the the other 5 parcels my wife and I own. I've talked to the CCSD director 1/6/25 at 11:43 EST. He said I should call the fire chief, Mr Burkey @ 805 927-6240 Ext 309. I then called Mike Rice to let him know what was going on. He said he would take care of it. I've called Mike too many times and don't feel right throwing all this on him. That is why I'm filing this public records request. I believe someone has misidentified the lot. When I talked to Greg McGill 1/21/25 at 4:20 PM EST he said that 023 214-029 is a 4 lot parcel running from Burton Circle to Wilton. I do not own any property on Wilton. Someone may have been mistaken about the location of my lots. I don't think it was Mike Rice. He has cleared my lots for years. On one side of these lots there is an oversized retired lot that the neighbor up on Wilton with a home bought. I know that because it was auctioned off by SLO county and I made a bid but was outbid. On the other side of my lots, there is probably 8 to 10 vacant parcels that are owned by people that have the home quite a distance down Burton Circle. Please look into this for me. I don't believe that Mike Rice either didn't do the cleanup or did it improperly.

**1/23/2025 District Response:** The requested photos are attached.

**29. 1/21/2025 Linda Prentiss:** I highly OBJECT TO RENTAL properties in Cambria such as 1970 Dreydon !!! Especially when there is a 'wait list' for water and one cannot build a home without water as I've owned 5 lots on Norwich within a community and at 75 I would like to live there before I die!!!

**1/21/2025 District Response:** We recognize that we have a duty under the Public Records Act to make a good-faith effort to search for documents that are responsive to your request. Please narrow your request to specific identifiable documents or records.

**30. 1/21/2025 John Miller:** The Fire Department said photos are available. Could you please forward those to me. I don't understand how 1 lot could pass and the 1 next to it did not. My 2 parcels are next to each other. I hired Mike Rice to clear the lots and thought it had been done. I have reached out to him and have not heard back. On another note, I sold the 2 lots and escrow closed Dec.19th, 2024. I had the title company ask CCSD if any other fees were due and was told all accounts were up to date. The bill for additional fees was dated Dec. 20, 2025. We bought the lots in 2004 hoping to retire and build there. We have paid CCSD fees and cleared the lots for 20 years. The only way to sell the lots was to Fire Sale them. After fees we received a check for \$4,040.00. We paid \$68,000 20 years ago. We are retired now and hope we can work this out.

**1/23/2025 District Response:** The requested photos are attached. The lot (APN 023.233.062) passed inspection and was not placed on the public nuisance list. Therefore, there are no documents responsive to your request for APN 023.233.062.

**31. 1/21/2025 Angelo & Barbara Stalis:** My wife and I have been proud lot owners on Lodge Hill for approximately 35 years. We have faithfully paid all of our bills to the CCSD. However we recently paid a CCSD weed abatement bill for a total of \$756. Needless to say it was a shock to have received this bill since for years the bill was no more than \$75 paid to a person whose company was called Bushwacker and his name is Andy Dreyfus. Mr Dreyfus faithfully took care of the weed abatement. But in the past several years a new person took over Bushwacker and his name is Gregorio. Well, apparently Gregorio

did not do the weed abatement last summer. And that prompted the new bill from your office. My question is why did we not receive a notice that the weed abatement on our lot had not been done. We would have simply found another person to do the job.

**1/23/2025 District Response:** I have received your request regarding the Cambria CSD Fire Hazard Fuel Reduction Program (FHFRP). We are sorry to hear about your experience with Gregorio Celdon. The First and Second Notice to Destroy Weeds and Bill for Fire Hazard Fuel Reduction Services are attached. The requested photos are uploaded here:  [Stalis PRR](#). The documentation for the 2024 Fire Hazard Fuel Reduction Program (FHFRP) has always been readily available on our website at the links provided below. The CCSD has been transparent in its FHFRP processes, including:

- Sending [2024 FHFRP reminders and Important Notices Regarding No Extensions for Weed Abatement Deadlines](#) to individuals subscribed to the Cambria CSD Fire Department News & Updates subscription list.
- Detailing the FHFRP process in the General Manager's [Letters from the General Manager](#).

Below are key updates and actions from CCSD Board meetings and other FHFRP-related efforts:

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- [April 11, 2024, Board Meeting](#): The CCSD Board of Directors adopted Resolution 04-2024 declaring a public nuisance for the FHFRP. Notices were sent on April 12 and June 12, 2024, with a compliance deadline of July 15, 2024. An RFP for abatement services was issued. Non-compliant parcels will be abated by the CCSD's contractor.
- [May 9, 2024, Board Meeting](#): Paradise Tree Service was selected as the contractor following a thorough evaluation process, and the CCSD Board of Directors adopted Resolution 08-2024 to award the contract.
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- [2024 Fire Hazard Fuel Reduction Program \(FHFRP\)](#)
- [CCSD Fire Department Seeking Contractor Proposals for FHFRP](#)
- [General Manager's Letters Regarding FHFRP](#)

I checked our records, and your email was successfully enrolled on 4/26/2021 to the CCSD website subscription lists below and you should've received the 2024 FHFRP reminders and Important Notices Regarding No Extensions for Weed Abatement Deadlines, which were sent to individuals subscribed to the Cambria CSD Fire Department News & Updates subscription list, and you should've received the information detailing the FHFRP process in the General Manager's Letters from the General Manager.

**32. 1/22/2025 Noemi Mejia:** Please provide before and after photos of 2024 Cambria Fire Dept Fire Hazard Fuel Reduction Program Bill paid to Paradise Tree Service for APN:#022-093-025.

**1/23/2025 District Response:** The requested photos are uploaded here:  [Mejia PRR](#).

The documentation for the 2024 Fire Hazard Fuel Reduction Program (FHFRP) has always been readily available on our website at the links provided below. The CCSD has been transparent in its FHFRP processes, including:

- Sending [2024 FHFRP reminders and Important Notices Regarding No Extensions for Weed Abatement Deadlines](#) to individuals subscribed to the Cambria CSD Fire Department News & Updates subscription list.
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- [February 8, 2024, Board Meeting](#): The CCSD Board of Directors approved the 2024 FHFRP process and deadlines.
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- [2024 Fire Hazard Fuel Reduction Program \(FHFRP\)](#)
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- [General Manager's Letters Regarding FHFRP](#)

We have also successfully enrolled your email in the following CCSD website subscription lists:

- Board Agendas: To receive emails related to Board agendas and Letters from the General Manager.
- Cambria CSD Fire Department News & Updates: To receive emails related to Cambria CSD Fire Department and 2025 FHFRP weed abatement.

**33. 1/23/2025 Bill Mundt:** Had Bushwacker weed abatement do my abatement last year. I paid him but hear back that it was done.

**1/23/2025 District Response:** There are no documents responsive to your request. The lot passed inspection and was not placed on the public nuisance list.

**34. 1/23/2025 Charles Friedman:** Please provide records, including weed abatement records and photographs, relating to APN 023-208-026, including any records or data provided by or available from SLO contractor regarding services provided in connection with weed abatement in 2024.

**1/28/2025 District Response:** The requested photos and bill are uploaded here: [☐ Friedman PRR](#).

The rest of the documentation for the 2024 Fire Hazard Fuel Reduction Program (FHFRP) is on our website at the links provided below.

- [February 8, 2024, Board Meeting](#): The CCSD Board of Directors approved the 2024 FHFRP process and deadlines.
- [April 11, 2024, Board Meeting](#): The CCSD Board of Directors adopted Resolution 04-2024 declaring a public nuisance for the FHFRP. Notices were sent on April 12 and June 12, 2024, with a compliance deadline of July 15, 2024. An RFP for abatement services was issued. Non-compliant parcels will be abated by the CCSD's contractor.
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- [2024 Fire Hazard Fuel Reduction Program \(FHFRP\)](#)
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Mike Rice visited the Administrative Office on January 24, 2025, and paid the weed abatement bill for APN 023.208.026 in the amount of \$975.00.

Please find the receipt below for your reference.

CAMBRIA CSD  
P.O. BOX 65  
CAMBRIA, CA 93428  
805-927-6223

DATE: 1/24/25 2423

RECEIVED FROM: Mike Rice \$ 975.00 DOLLARS

FOR: Weed Abate APN 023.208.026

AMOUNT OF ACCOUNT		<input type="checkbox"/> CASH
THIS PAYMENT		<input checked="" type="checkbox"/> CHECK
BALANCE DUE		<input type="checkbox"/> CREDIT CARD BY: [Signature]
		<input type="checkbox"/> MONEY ORDER

THANK YOU

**35. 1/24/2025 James Entz:** For lot APN: 023.141.018. I am requesting the before and after photos taken of the above referenced lot when Paradise Tree Service cleared the lot of weeds in early August--their bill is dated 8/15/24.

**1/25/2025 District Response:** The requested photos are uploaded here: [Entz PRR](#).

**1/28/2025 District Response:** This is to confirm that Mike Rice visited the Administrative Office on January 24, 2025, and paid the weed abatement bill for APN 023.141.018 in the amount of \$1007.00.

Please find the receipt below for your reference.

CAMBRIA CSD  
P.O. BOX 65  
CAMBRIA, CA 93428  
805-927-6223

DATE: 1/24/25 2422

RECEIVED FROM: Mike Rice \$ 1007.00 DOLLARS

FOR: Weed Abate APN 023.141.018

AMOUNT OF ACCOUNT		<input type="checkbox"/> CASH
THIS PAYMENT		<input checked="" type="checkbox"/> CHECK
BALANCE DUE		<input type="checkbox"/> CREDIT CARD BY: [Signature]
		<input type="checkbox"/> MONEY ORDER

THANK YOU

We have documented that payment was made to Gregorio Celdon/Bushwacker for weed abatement services on May 28, 2024. However, he did not complete the weed abatement services as agreed upon.

**36. 1/24/2025 Caitlin Fabens:** I received a bill for weed abatement on parcel Apn 024.033.009 This parcel was professionally weed cleared in June. The Paradise tree service came out, but did not weed wack that property. They did cut down part of a tree. I do not think this bill for 558.00 is correct. I think I have been misbilled as I already cleared the weeds from the property. Thank you, Caitlin Fabens

**1/28/2025 District Response:**

The requested photos and bill are uploaded here: [Fabens PRR](#).

The documentation for the 2024 Fire Hazard Fuel Reduction Program (FHFRP) has always been readily available on our website at the links provided below. The CCSO has been transparent in its FHFRP processes, including:

- Sending [2024 FHFRP reminders and Important Notices Regarding No Extensions for Weed Abatement Deadlines](#) to individuals subscribed to the Cambria CSD Fire Department News & Updates subscription list.
- Detailing the FHFRP process in the General Manager's [Letters from the General Manager](#).

Below are key updates and actions from CCSD Board meetings and other FHFRP-related efforts:

- [February 8, 2024, Board Meeting](#): The CCSD Board of Directors approved the 2024 FHFRP process and deadlines.
- [April 11, 2024, Board Meeting](#): The CCSD Board of Directors adopted Resolution 04-2024 declaring a public nuisance for the FHFRP. Notices were sent on April 12 and June 12, 2024 (also uploaded to [☐ Fabens PRR](#)), with a compliance deadline of July 15, 2024. An RFP for abatement services was issued. Non-compliant parcels will be abated by the CCSD's contractor.
- [May 9, 2024, Board Meeting](#): Paradise Tree Service was selected as the contractor following a thorough evaluation process, and the CCSD Board of Directors adopted Resolution 08-2024 to award the contract.
- [July 25, 2024, Board Meeting](#): The CCSD Board of Directors adopted Resolution 24-2024, ordering the abatement of public nuisances. Non-compliant parcels were abated by the CCSD's contractor.
- [2024 Fire Hazard Fuel Reduction Program \(FHFRP\)](#)
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- Cambria CSD Fire Department News & Updates: To receive emails related to Cambria CSD Fire Department and 2025 FHFRP weed abatement.

**37. 1/27/2025 Jrair Hakopian:** Would you be so kind and forward the bill from Paradise Tree Service for above APN to us electronically?

**1/28/2025 District Response:** The 2024 Cambria Fire Department Fire Hazard Fuel Reduction Program Bill for APN 023.047.017 is attached.

**38. 1/27/2025 Roy Maclean:** Hi. Please disregard my last request. I meant to ask for the photos and all records/descriptions of the work done that appears on my 2024 Cambria Fire Department Fire Hazard Fuel Reduction Program Bill. Date: 8/20/24 APN #: 023-322-025 Thank you.

**1/30/2025 District Response:** The requested photos and bill are uploaded here: [☐ Maclean PRR](#)

The documentation for the 2024 Fire Hazard Fuel Reduction Program (FHFRP) has always been readily available on our website at the links provided below. The CCSD has been transparent in its FHFRP processes, including:

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**39. 1/27/2025 Joseph Piraino:** Dear Cambria Community District Services, I received a letter dated December 20, 2024 which is in error stating that I would be charged \$878.50 for weed abatement from the date 8/22/24 as if I had missed the 7/15/2024 deadline. I received an earlier mailing at the end of 2023 where I agreed to do the weed abatement myself. I did so before the deadline written on the mailing which was 7/15/2024. This cost me nearly \$3000 (3K) when I looked at the receipts for hotel, travel and food. During the time I was in Cambria/San Simeon area in June of 2024, I appeared on KSBY news local television at the following link: <https://www.ksby.com/cambria/weed-abatement-deadline-just-weeks-away-for-cambria-property-owners> Furthermore, in June of 2024, I had to show my land ownership documents and prove my identity to a police officer who asked me what I was doing on the land lot while I was performing the weed abatement. The adjacent lot may have been cleared by the Paradise Tree Service, but I had already cleared out my lot. So, can you verify with the Paradise Tree Service that there was a lot that was only 1/2 cleared. In addition, can you correct this erroneous bill for me with Paradise Tree Service as I performed the weed abatement before the July 15th deadline. The land lot is written as: APN#: 022-341-031 in your communications.

**1/30/2025 District Response:** The requested photos and bill are uploaded here: [☐ Piraino PRR](#)

The documentation for the 2024 Fire Hazard Fuel Reduction Program (FHFRP) has always been readily available on our website at the links provided below. The CCSD has been transparent in its FHFRP processes, including:

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**40. 1/28/2025 Jim Townsend:** I would like to receive copies of any and all documents, reports, studies, correspondence and communications sent or received by CCSD since August 27, 2024 relating to its efforts to secure a "regular" Coastal Development Permit for the Water Reclamation Facility. This should include any submittals or communications to or from San Luis Obispo County or the Coastal Commission. I don't need copies of the documents posted on the county's permit page, which can be found here: <https://sanluisobispo-county-ca-energovweb.tylerhost.net/apps/selfservice#/plan/B2F09E23-07AF-41DC-A9EB-9C98B54FC033?tab=attachments>.

**41. 1/31/2025 Steve Strachan:** Property Owner APN 023.233.040. I received a bill (\$822.50) for contractor providing weed abatement. I personally cleared the weeds 2 weeks before the deadline. I personally clear the weeds annually as I have been doing since the weed abatement program began. This year I cleared the same as I do every year. This year I receive a bill. I've been in contact with Eric Johnson who referred me to this form of follow up. In the bill it says description of contractor's charges are attached. It was not in the letter. Mr Johnson informed me there are photos showing the violation. I am requesting to see those. In closing I am fighting this. If the level of clearing has changed or the inspector or process of inspection I should have been notified in advance. I expect a timely response.

**1/31/2025 District Response:**

I have received your public records request submitted to the Fire Department and will respond to your request within 10 days. The Fire Department and Administrative Department have been receiving a high volume of inquiries regarding weed abatement pictures, invoices, and related matters. Please note that the Fire Department and Utilities Department are not the appropriate contacts for obtaining documentation related to weed abatement concerns.

**2/4/2025 District Response:** The requested photos and bill are uploaded here: [☐ Strachan PRR](#).

The documentation for the 2024 Fire Hazard Fuel Reduction Program (FHFRP) has always been readily available on our website at the links provided below. The CCSD has been transparent in its FHFRP processes, including:

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**42. 2/6/2025 Daniel Blakely:** I am a real estate appraiser working on an appraisal of 2454 Kerry Ave (APN 023-361-042). There appears to be a second home on the lot and I am curious if there are any permits or other records for this property that I can review. Thanks for your time!

**43. 2/7/2025 Steve Bryant:** CREtelligent has been engaged to perform a Phase I Environmental Site Assessment of property located at 6115 Santa Rosa Creek Rd, Cambria, CA 93428. We are requesting any records that may exist regarding permits, inspections, aboveground or underground storage tanks, dry cleaning, printing, fuel dispensing, hazardous waste, environmental remediation activities, septic systems, wells, spills, releases of hazardous materials, or known contaminated sites on our subject property.

**2/7/2025 District Response:** After reviewing your request, we have determined that the location in question is outside of the Cambria Community Services District's (CCSD) service territory. As a result, the District has no responsive documents related to your request.

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. 9.C.

FROM: Denise Fritz, Administrative Department Manager

Meeting Date: February 13, 2025

Subject: Finance Manager’s Report

**EXPENDITURE REPORT FOR THE MONTH OF JANUARY 2025**

The Expenditure Report for January 2025 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 JANUARY 2025**

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

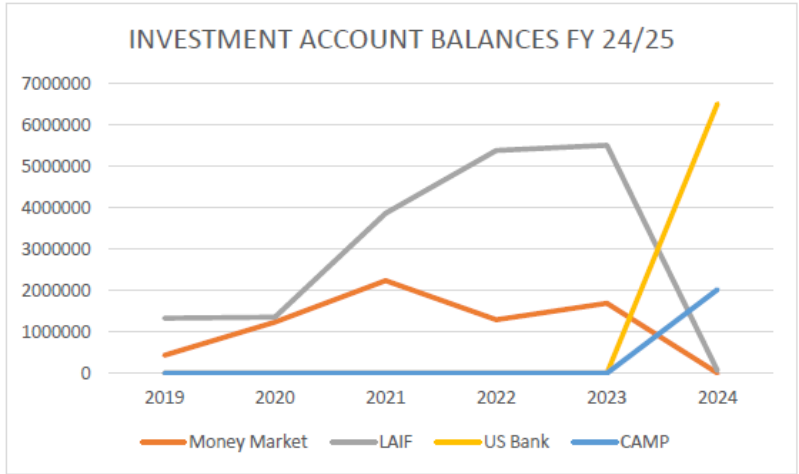
Director Name	Meeting Month	Number of Compensated Meetings	Amount Per Meeting	Total
Dean, Karen	JAN	3	\$100.00	\$300
Farmer, Harry			\$100.00	\$0
Gray, Tom			\$100.00	\$0
Scott, Debra	NOV/DEC	4	\$100.00	\$400
Thomas, Michael	DEC/JAN	4	\$100.00	\$400
<b>Total</b>				<b>\$1,100</b>

**AVAILABLE CASH BALANCES AS OF JANUARY 31, 2025**

The total available cash is listed as follows:

Account Type - Operating	Balance
Main Checking	\$1,519,829.76
<b>Total</b>	<b>\$1,519,829.76</b>
Account Type - Investments	Balance
Money Market	\$4,427.96
Local Agency Investment Fund (LAIF)	\$61,754.42
CAMP	\$2,070,918.06
US Bank – Investment Fund	\$6,624,818.75
<b>Total</b>	<b>\$8,761,919.19</b>

Available cash is the balance in the Main Checking Account and the Investment Funds. As of January 31, 2025, the total available cash was \$10,281,748.95



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

Account Type - Restricted	Balance
The Bank of New York Mellon	\$7,820,757.00
Payroll	\$9,569.82
Veterans' Hall	\$13,360.01
Health Reimbursement Account (HRA)	\$67,682.70
<b>Total</b>	<b>\$7,911,369.53</b>

Currently, 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).

**The following is the Bank of New York Mellon account activity for the SST projects.**



**Fund: 12 - WASTEWATER FUND**

**Revenue**

	Current Total Budget	Fiscal Activity	Prior Year Activity	Total Project Activity to Date	Variance Favorable (Unfavorable)
12-43980-12	12,100,000	445,597	3,833,646	4,279,243	7,820,757
LOAN PROCEEDS - WW COP 2022A BONDS					
<b>Expense</b>					
12-61701-12	3,791,224	268,308	1,175,753	1,444,061	2,347,163
CAP ASSET - WW ECM 1 FLOW EQUAL IMPV					
12-61702-12	46,512	-	56,662	56,662	(10,150)
CAP ASSET - WW ECM 2 INFLUENT LIFT STN IMPV					
12-61703-12	2,419,093	-	823,574	823,574	1,595,519
CAP ASSET - WW ECM 3 MLW AERATION BASIN UPGRD					
12-61704-12	603,329	75,562	245,568	321,130	282,199
CAP ASSET - WW ECM 4 BLOWER REPLACEMENT					
12-61705-12	1,290,972	-	602,989	602,989	687,983
CAP ASSET - WW ECM 5 RAS & WAS IMPV					
12-61706-12	554,687	101,727	144,400	246,127	308,560
CAP ASSET - WW ECM 7 ELECTRICAL IMPV SERVICE PANEL					
12-61707-12	925,404	-	377,332	377,332	548,072
CAP ASSET - WW ECM 8 GENERATOR REPLACEMENT					
12-61708-12	1,148,557	-	352,857	352,857	795,700
CAP ASSET - WW ECM 9 SCADA SYSTEM UPGRADE					
12-61709-12	1,320,222	-	54,511	54,511	1,265,711
CAP ASSET - WW ECM 12 IMPV TO WW LIFT STATIONS					

**Expense Total:**

	<b>12,100,000</b>	<b>445,597</b>	<b>3,833,646</b>	<b>4,279,243</b>	<b>7,820,757</b>
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**Net**

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# Utilities Report for Department Activities

## January 2025

Please note that an “Acronyms and Explanations” section has been added to this report and can be found at the end of this document. This list will be augmented as new terms are discussed. Please let us know if we can supply any additional information.

### Wastewater Treatment Plant (“WWTP”) Report

#### Personnel Notes:

Congratulations to Christien McManus for passing his grade 2 wastewater operator exam

Congratulations to Ryan Staley for passing his Commercial Drivers Class A written test.

#### Oversight and Regulation:

The 2024 Annual Wastewater Report for the State Water Resources Control Board (SWRCB) was completed

#### WWTP Maintenance and Repairs:

- Cold weather has brought back some rising sludge issues in the Anoxic zone of the aeration basin. Anoxic means low levels of oxygen. We have vacuumed the front end of the Aeration Basin four times to prevent the carryover of solids to the ponds.
- The de-ragging unit screen is still facing problems with wipe material build-up, causing undesirable flow into the bypass. We ask that the public remember “What Not To Flush”: <https://www.cambriacsd.org/what-not-to-flush>

#### SST Program Update:

- This past week, the WWTP received most of the mechanical equipment required for the update project onsite. This equipment includes the new generator, new blowers, equalization pumps, mixing pumps, RAS, and WAS pumps. Additionally, much of the piping for the air distribution in the Aeration Basins and Flow Equalization tanks has arrived.

# Utilities Report for Department Activities January 2025

## Equipment Arrival at WWTP (January 13th through the 16<sup>th</sup>)





# Utilities Report for Department Activities January 2025

## Equipment Arrival at WWTP (January 13th through the 16th)







# Utilities Report for Department Activities January 2025

## Wastewater Treatment Plant ("WWTP") Report (Continued)

### Collections System:

A meeting was held with San Luis Obispo County to confirm what will be required to replace Lift Station B4. Due to the required environmental testing and surveying, we anticipate that the replacement will take approximately 12 months to complete. In the interim, we have received several quotes for providing a temporary backup pump for the remaining B4 Lift Station pump.

Wet wells at Lift Stations A1, LS B, LSB1, and LS 9 were cleaned.

A large root ball was extracted from the sewer line via a manhole on Ernest Place on Lodge Hill. Due to the likelihood of regrowth in the area, this section of the sewer line has been added to the maintenance schedule.



## Wastewater Treatment Plant ("WWTP") Report (Continued)



# Utilities Report for Department Activities

## January 2025

### Jetting Activity

Activity Date	Street	Type	Length (Dynamic) (ft)
1/23/25	Sunbury Ave.	Sewerline	189.4
1/14/25	Wilcombe Rd.	Sewerline	303.6
1/13/25	Pierce Ave.	Sewerline	327.8
1/13/25	Pierce Ave	Sewerline	280.6
1/13/25	Pierce Ave	Sewerline	321.2
1/13/25	Pierce Ave	Sewerline	300.8
1/13/25	Kerry Ave.	Sewerline	192.6
1/14/25	Kerry Ave.	Sewerline	207
1/14/25	Kerry Ave.	Sewerline	328.5
1/14/25	Kerry Ave.	Sewerline	214.7
1/13/25	Pierce Ave	Sewerline	114.3
1/6/25	Ernest Pl.	Sewerline	307.7
1/23/25	Croyden Ln.	Sewerline	109.1
1/23/25	Croyden Ln.	Sewerline	205.8
1/23/25	Croyden Ln.	Sewerline	156.9
1/23/25	Croyden Ln.	Sewerline	46.1
1/2/25	Santa Rosa Creek Rd.	Sewerline	279.6
1/2/25	Santa Rosa Creek Rd	Sewerline	336.5
		Total	4222.2

### Camera Inspection

Activity Date	Street	Type	Length (Dynamic) (ft)
1/6/2025	Pierce Ave	Sewerline	280.6
1/6/2025	Pierce Ave	Sewerline	114.3
1/6/2025	Ernest Pl.	Sewerline	307.7
1/23/2025	Malvern Ave.	Sewerline	397.6
1/23/2025	Sunbury Ave	Sewerline	212.9
		Total	1313.1



# Utilities Report for Department Activities January 2025

## Water Department Report

### Water Leaks:

#### Moonstone Beach Drive:

On January 23, 2025, a leak was reported on a 4-inch hot-tapped fire flow system connected to our 14-inch transmission line on Moonstone Beach Drive. Staff assessed the leak volume and immediately contacted USA 811 to identify adjacent underground utilities. Utility personnel contacted several contractors for assistance with the repair, and Kirk Construction was the only contractor available to respond.

The following day, staff began preparations at 6 AM to excavate the site and set up traffic control measures. Excavation commenced at locations determined by acoustic listening devices, which work well in areas with minimal surface noise. However, due to the busy conditions on Moonstone Beach Drive and the proximity to the ocean, pinpointing the exact location proved challenging.

After several unsuccessful attempts to locate the leak on the west side of Moonstone Beach Drive, the crews used steel plates to reopen the southbound lane and shifted the excavation efforts to the northbound lane. The failure was found during the first excavation attempt in the northbound lane. Staff performed temporary repairs on the service line, while permanent installation was scheduled for the following week. Additional repairs to the road surface were coordinated with County Roads to ensure regulatory compliance.

The issue appears to be related to a previous leak repair in which a steel line was coupled in. The steel line was cut out, and a new HDPE was coupled in as a replacement. A contractor has been scheduled to replace the entire line to ensure no cuts or couplings are used on the hotel's replacement service.



# Utilities Report for Department Activities January 2025

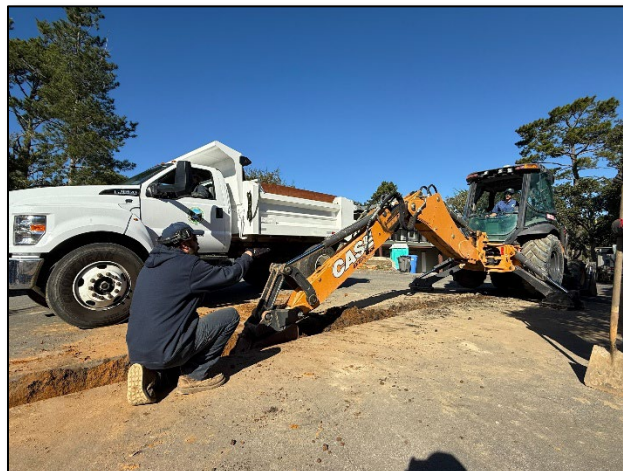
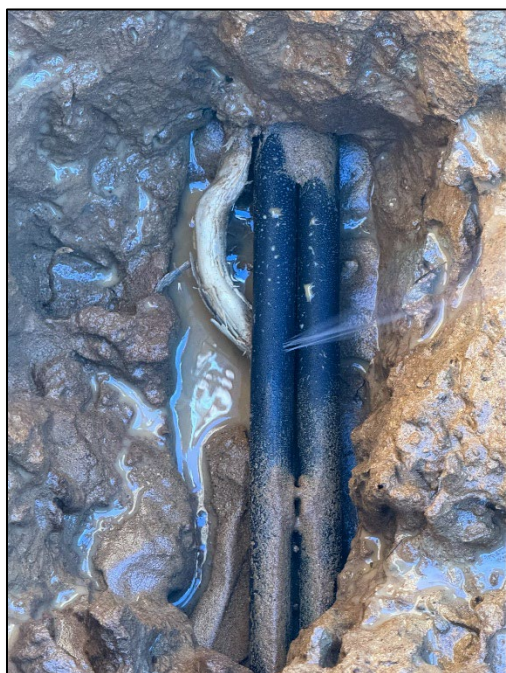
## Water Department Report (Continued)

### Pinewood Drive Service Line:

A leak appeared on Pinewood Drive, originating from an old repair patch. Staff responded promptly and repaired the initial leak. While working on the failed service line, another leak developed in an adjacent property. Staff conducted permanent repairs on this second failed line as well.

A forty-five-foot trench was excavated to replace both service lines from the main to the meter, and new 1" HDPE service lines were installed.

County Roads and the homeowners were notified about the shutdown before construction began. Compaction testing was scheduled for the same day, and we successfully passed the test with a 97% compaction rate.





# Utilities Report for Department Activities January 2025

## Water Department Report (Continued)

### Pinewood Drive Service Line: (Continued)





# Utilities Report for Department Activities January 2025

## Water Department Report (Continued)

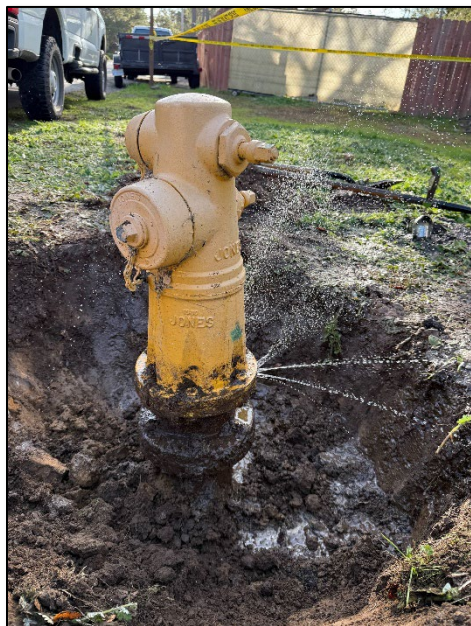
### Hydrant Hit and Run:

We're including this December incident since we could not add it to the December Report. At 1:30 AM on Christmas Day, December 25, 2024, an on-call operator received a phone call from the California Highway Patrol (CHP) regarding a hydrant struck by a vehicle at the corner of Pierce and Pineridge and was leaking. The on-call operator promptly responded to the event. Upon arrival, the hydrant was shut off at its isolation valve and assessed for damage.

Further evaluation by water staff determined that a complete hydrant replacement was necessary. As no break-off bolts were installed on the hydrant, it was excavated to check for any subsurface damage to the infrastructure. Staff then installed and tested a new wet barrel hydrant.

There is no information about the party responsible. Per the Traffic Crash Report provided by CHP, the vehicle and driver are unknown. No other damages were reported because of this incident.

Water staff received approval from San Luis Obispo County Public Works to install protective bollards around the newly installed hydrant to prevent future damage. These bollards have been installed.





# Utilities Report for Department Activities January 2025

## Water Department Report (Continued)

### Hydrant Hit and Run: (Continued)



### Project Activity:

#### Stuart St Tank Replacement Project:

CCSD Utility Staff and General Manager Matthew McElhenie hosted the NCAC on a site visit to the Stuart Street Domestic Storage Tank Replacement Project.

Due to an increase in the project's scope, a Coastal Development Permit (CDP) was submitted to the San Luis Obispo County Planning Department. The CDP evaluation period will close in mid-February. A hearing is scheduled for early March. During this meeting, The Planning Department is expected to inform the District of any recommended conditions necessary for the project's execution.

#### Oversight and Regulation:

#### Air Pollution Control District (APCD) Inspections:

The Air Pollution Control District recently conducted thorough inspections of all CCSD generator locations in our community. Every piece of equipment and its operational documentation passed with flying colors and met all APCD regulatory requirements. Additionally, we've successfully updated and filed four annual permits for the year.



# Utilities Report for Department Activities

## January 2025

### Project Status Summaries

(Purple text indicates new information)

Note: The status of current CCSD projects can also be found on the CCSD website via the following link. <https://www.cambriacsd.org/district-project-updates>

#### Project:

Adaptive Management Plan (AMP)

#### Description:

The AMP is a surface water, groundwater, and biological monitoring program designed to detect potential impacts on sensitive biological resources, requiring groundwater modeling and monitoring while the WRF is in operation.

#### Current Status Update:

The 2017 AMP is available on the District website.

[www.cambriacsd.org/files/f15b73f09/01\\_cambria-swf-amp\\_july-2017.pdf](http://www.cambriacsd.org/files/f15b73f09/01_cambria-swf-amp_july-2017.pdf)

AMP monitoring is ongoing. Per methods described in the AMP, quarterly surveys are conducted at eight (8) survey sites to collect data and to describe survey conditions, habitats, stream flows, surface water quality, 9P7 soil moisture, and observed species.

The CCSD's biologist has submitted the second and third-quarter 2024 AMP environmental monitoring reports. The twenty-four-page document encompasses background information for the project location, a methodology for surveying, and recommendations for future operations. The report can be located on the CCSD website at

[www.cambriacsd.org/amp-annual-reports-amp-monitoring-reports](http://www.cambriacsd.org/amp-annual-reports-amp-monitoring-reports)

The General Manager, utility staff, and the biologist met late in December and discussed the goals and objectives of the AMP for 2025.

#### Project:

San Simeon Well Field (SSWF) Transmission Main Project

#### Description:

Developing a permanent repair of the San Simeon Water Main. This project will also include solutions for the parallel Sewer Effluent Main.

#### Current Status Update:

The project is currently in the design phase. The District's consultant, Cannon, is working on the plans, which are between 30% and 50% complete.

In November, the consultant applied for a Caltrans Encroachment Permit. However, on January 13, 2025, the Caltrans District 05 Encroachment Permits Office issued a letter indicating that the application was incomplete. The District's consultant is expected to respond to Caltrans by January 31, 2025. Caltrans has indicated that the lead time for obtaining a permit is approximately six to nine months.





# Utilities Report for Department Activities

## January 2025

### Project Status Summaries (Continued) (Purple text indicates new information)

While Caltrans permitting and the design of the 65% plan set are ongoing, permitting with other State Agencies has also begun. A streambed alteration (SA) application with the California Department of Fish and Wildlife (CDFW) is being prepared for submission. A determination under the California Environmental Quality Act (CEQA) is required, and an Initial Study Mitigated Negative Declaration (ISMND) is also being prepared for submission.

The permitting processes for CDFW and CEQA will be conducted concurrently while the Caltrans permit is finalized. Obtaining a Streambed Alteration Permit from CDFW typically takes five to six months. Potholing for utilities and soil analysis will be performed once an encroachment permit has been issued.

All environmental surveys have been completed, except for the historical and cultural surveys, which are not seasonally dependent.

District staff and consultants aim for a late summer or early fall date for the groundbreaking.

#### **Project:** Water Meter Replacement Project – AMI

**Description:** This project will upgrade the CCSD metering system to an Advanced Metering Infrastructure (AMI) with new meters that provide real-time water analytics.

#### **Current Status Update:**

A kickoff meeting was held for the AMI project, which included staff and our service contractor. The installation timeline, prioritized zones, and meter ID coding were all discussed. The AMI Upgrade project is proceeding as scheduled. Thirty-eight meters were upgraded on the first day of project implementation, and XX meters were upgraded on the second day of the project. An average of 27 meters per workday was forecasted to meet the August 1<sup>st</sup> deadline for project completion.

#### **Project:** Cambria Skatepark Project

**Description:** Design and construct a new skatepark facility at the old skatepark location on Main St across from the Vets Hall.

#### **Current Status Update:**

The minor use permit portion of the permitting process is complete. The National Park Service requested additional project information, which was supplied via an updated Land and Water Conservation Fund (LWCF) A&R Form 10-904 and an updated LWCF Site Boundary map. Staff anticipates receiving funding in January 2025. On 10/30, staff received confirmation that all information required for the application completion was confirmed and that no additional information was needed.



# Utilities Report for Department Activities

## January 2025

### Project Status Summaries (Continued)

(Purple text indicates new information)

**Project:** Community Park Restroom

**Description:** Design and construct a restroom facility near the Dog Park on the Fiscalini Ranch Preserve.

**Current Status Update:** The technical drawings for this project have been updated to show the agreed-upon placement of the restroom structure, and the San Luis Obispo County of Planning & Building has approved and stamped the revised plans. The CCSD has approved the contracts for construction and environmental monitoring during construction.

Site preparation for the restroom structure has been completed. The site utilities (domestic water service line, sewer lateral, and electrical conduit) have been installed, the building pad has been excavated and compacted under the supervision of the soil inspector to 95% compaction, and the sidewalk subgrade has been prepared. The environmental and Native American monitors were on-site during the excavation, with the biologist providing spot checks. County Building inspectors provided the requisite site utilities inspections. Installation of the restroom building is anticipated in the first weeks of February.

An additional plan revision has been submitted to the San Luis Obispo County Department of Planning and Building to change the building's electrical service from a new PG&E service to pulling electricity from the Rodeo Grounds Booster Pump Station. The prefabricated restroom building is scheduled for installation on February 5<sup>th</sup>.

**Project:** Pilot project for Zero Liquid Discharge for Brine in WRF

**Description:** Pilot study project to test innovative technology for brine reduction with the goal of zero liquid discharge

**Current Status Update:**

The updated Wastewater Permit has incorporated future ZLD pilot operations or full-time operations. ZLD pilot operations have been postponed until the Fall of 2025.

**Project:** Stuart Street Tank Project

**Description:** Critical water infrastructure project to rebuild the Stuart Street tanks, which have reached their useful operational life

**Current Status Update:**

District staff and consultants presented the updated project in a pre-application meeting with San Luis Obispo County Planning. County Planning confirmed that a Coastal Development Permit (CDP) would be required due to the Project's expanded scope. The project must be submitted to County Planning for review, followed by a hearing in front of the Planning Commission. The CDP application was successfully submitted to SLO County Planning on 8/27/2024. Staff and consultants are prepared for the March 7, 2025, Project hearing. The CDP application number is P-APP2024-00206. Staff and consultants anticipate a groundbreaking date in spring for the construction phase.



# Utilities Report for Department Activities January 2025

## REGULATORY COMPLIANCE REPORTING

State of California regulatory reporting requirements for Water and Wastewater

### Water Department (Monthly/Quarterly Reporting)

- SAFER Drought & Conservation Data Collection monthly and quarterly report
- Title 22 monthly, quarterly, and annual monitoring report to the State Water Resources Control Board
- Disinfection By-Products Analysis Qtr. 3
- DDW: Surface Water Treatment Regulation (SWTR) for Santa Rosa Well 3 and Well 4;

### San Simeon Wells 1-3 Testing/Reporting

Ground Water Regulation (GWR) for San Simeon Wells 1-3 (Monthly)

Total Coliform Regulation Reporting (Monthly)

Bacterio-logical distribution system reporting (Monthly)

Disinfection by-products (DBP) reporting (Quarterly)

### Additional Water Department Reporting (Annually/Semi-Annual)

- Haz Mat Business Plan (Completed January 2024)
- Discharge Monitoring Report (Completed January 2024)
- Consumer Confidence Report (CCR) submittal to DDW and release to the public
- Annual Volumetric Discharge Report
- Annual Water Shortage Assessment (start April/due July 1)
- CCR final data posting by July 1
- Annual Stormwater Report (July 15)
- **California Lead and Copper Rule inventory and report** (Completed October 2024)
- Advanced Clean Fleets Report

### Wastewater Department Reporting

#### Monthly/Quarterly

- CIWQS Spill Report Requirement
- RWQCB Report (Feb/Aug)



# Utilities Report for Department Activities January 2025

## REGULATORY COMPLIANCE REPORTING (Continued)

### Annually/Semi-Annually

- Volumetric Annual Report (Jan)
- CERS (Feb) – California Environmental Reporting System
  - <https://cers.calepa.ca.gov/>
- APCD Generator Report (Mar) – SLO County **Air Pollution Control District**
  - <https://www.slocleanair.org/>
- Biosolids Report (Apr/Oct)
- CIWQS (Apr) – **California Integrated Water Quality System Project**
  - <https://www.waterboards.ca.gov/ciwqs/>
- RWQCB Report (semi-annual May/Nov; annual Jan)
  - Regional Water Quality Control Board
  - <https://www.waterboards.ca.gov/centralcoast/>
- SMARTS Stormwater (Jul/Dec)
  - California Water Boards
  - <https://smarts.waterboards.ca.gov/smarts/>
- CUPA HazMat Plan Update – (Certified Unified Program Agency)
  - San Luis Obispo Department of Environmental Health Services
  - [https://www.slocounty.ca.gov/departments/health-agency/public-health/environmental-health-services/cupa-program-\(hazardous-materials-and-waste\)](https://www.slocounty.ca.gov/departments/health-agency/public-health/environmental-health-services/cupa-program-(hazardous-materials-and-waste))



# Utilities Report for Department Activities January 2025

## Water Resources, Conservation, & Permits Report

### Water Supply Status Summary

As of January 29:

Source	Acre-feet (YTD)	Annual Allocation	Percentage of Allocation Diverted (YTD)
San Simeon Basin	36.67	799	5%
Santa Rosa	1.07	218	0.5%

Additional well-level data and production summary reports are available on the website at [www.cambriacsd.org/water-data](http://www.cambriacsd.org/water-data)

### Santa Rosa Basin Allocation

As of January 29, 2025, we have diverted 1.07 acre-feet, or 0.5%, of our 218 acre-feet per year (AFY) allocation.

### San Simeon Basin

Creek flow at Palmer Flats resumed on November 26, and the San Simeon Basin entered the wet season. The total dry season for the San Simeon basin was 90 days, from August 28 to November 26. As of January 29, 2025, we have diverted 36.67 acre-feet, or 5%, of our 799 AFY allocation.

### Water Supply & Demand

Net diversion in January 2025 (estimated for the remaining three (3) days of January for the Potable Water Shortage Assessment Table using production numbers from the same 3-day period in 2024) was 4.72 acre-feet higher than last year. The demand reduction goal was 3.7 acre-feet (compared to anticipated unconstrained demand); however, the actual demand reduction achieved was -2.8 acre-feet, representing an increase over anticipated unconstrained demand. The cumulative supply surplus for the reporting period of July 1, 2024, through June 30, 2025, is estimated to be 2.2 acre-feet or 0.69%. Note: The net diversion number of 40.00 acre-feet may differ from the one in the Net Production sheet attached to this report because this number is estimated for the remaining three (3) days in January and the Net Production number is the actual consumption through the end of January.

For additional information, see the charts, graphs, and production summary at the end of this report.



# Utilities Report for Department Activities

## January 2025

### Permit Counter Monthly Summary (YTD Counts Audited 01/28/2025)

(Please note that not all applications for the month may be present at the time of report submission)

#### ASSIGNMENT OF POSITION APPLICATIONS - 2 YTD

023.261.030 (#325)

023.341.028 (#217)

#### RETROFIT APPLICATIONS - 3 YTD

022.202.023 – 5302 PLYMOUTH STREET      RESALE

023.481.023 – 3158A WOOD DRIVE          RESALE

023.117.003 - 1895 TULLY PLACE            RESALE

#### TRANSFER OF POSITION/EDU APPLICATIONS - 0 YTD

#### VOLUNTARY LOT MERGER APPLICATIONS (ELIGIBILITY) - 2 YTD

023.052.004 / 023.052.017 - Approved

023.451.021 / 023.451.020 - Rejected (023.451.021 was retired)

#### VACATION RENTAL CONDITIONAL APPROVAL APPLICATIONS - 2 YTD

023.272.043 – 2496 Langton Street

022.083.047 – 513 Canterbury Lane

#### VACATION RENTAL FINAL APPROVAL - 1 YTD

024.013.044 – 1970 DREYDON AVENUE

#### WATER SERVICE INSTALLATION OR UPGRADE APPLICATIONS - 1 YTD

023.013.012 – 295 Orlando Drive – In Progress (Water Meter Relocation)

#### INTENT-TO-SERVES ISSUED - 0 YTD

#### WAITLIST WITHDRAWALS - 0 YTD

#### WILL SERVES ISSUED (INCLUDING FIRE PLAN / SPRINKLER REVIEWS) - 3 YTD

024.241.024 – 1700 Londonderry Lane - Remodel interior/exterior

022.171.017 – 454 Pembroke Drive - Replace deck with composite

023.041.030 – 2345 Sherwood Drive - Replace deck with composite

#### WATER USE EFFICIENCY WALK-THROUGHS COMPLETED - 0 YTD



# Utilities Report for Department Activities

## January 2025

### Acronyms and Explanations

AMI - Advanced Metering Infrastructure

AMP - Adaptive Management Plan (Re. Emergency Water Supply Project)

APCD - "SLO County" Air Pollution Control District

- <https://www.slocleanair.org/>

AQMD - "South Coast" Air Quality Management District  
(As opposed to the Bay Area AQMD, aka BAAQMD)

CCR - Consumer Confidence Report

CDP - Coastal Development Permit

CEQA - California Environmental Quality Act

- <https://ceqaportal.org/>

CUPA - Certified Unified Program Agency

- San Luis Obispo Department of Environmental Health Services
- [https://www.slocounty.ca.gov/departments/health-agency/public-health/environmental-health-services/cupa-program-\(hazardous-materials-and-waste\)](https://www.slocounty.ca.gov/departments/health-agency/public-health/environmental-health-services/cupa-program-(hazardous-materials-and-waste))

DDW - Drinking Water Program (State Water Resources Control Board)

- [https://www.waterboards.ca.gov/drinking\\_water/programs/](https://www.waterboards.ca.gov/drinking_water/programs/)

ECM - Energy Conservation Module

- Technology that helps save energy by making smart adjustments to a system or device.

EDU - Equivalent Dwelling Unit (Water Allocation Unit)

- <https://www.cambriacsd.org/will-serves-and-retrofits>

EIR - Environmental Impact Report (See CEQA and MND's)

LAFCO (CALAFCO) - Local Agency Formation Commission - <https://calafco.org/>

LCP - Local Coastal Program



# Utilities Report for Department Activities

## January 2025

- Coastal planning documents that allow California's 76 coastal zone cities and counties to imp
- Acronyms and Explanations (Continued)**
- <https://www.coastal.ca.gov/lcp/lcp-info/>

### Lift Station

- A pump that moves wastewater from a lower elevation to a higher elevation, so that it can reach a wastewater treatment plant. They are installed in low-lying areas or places with deep pipes.

### NCAC - North Coast Advisory Council

- <https://www.ncacslo.org/>

### NOE - Notice of Exemption

### NOFO - Notice of Funding Opportunity

### NPDES - National Pollutants Discharge Elimination System

- Permit for discharge to water

### MCL – Maximum Contaminant Level

### MND - Mitigated Negative Declaration (Re: CEQA and EIR's)

- A mitigated negative declaration (MND) is a document that states that a project will not have a significant environmental impact.

### Potholing – Creating holes to locate and map the path of underground pipes or conduit

### RAS – Return-Activated Sludge

- Settled activated sludge that is collected in the secondary clarifier and returned to the aeration basin to mix with incoming raw wastewater.

### SCADA - Supervisory Control and Data Acquisition (Method of machine control)

- <https://en.wikipedia.org/wiki/SCADA>

### SGMA - Sustainable Groundwater Management Act

- <https://water.ca.gov/programs/groundwater-management/sgma-groundwater-management>

### SWCA - Steven W Carothers Associates (Environmental Consulting Firm)





# Utilities Report for Department Activities January 2025

- [http](#) **Acronyms and Explanations (Continued)**

TDS - Total Dissolved Solids

TMDL - Total Maximum Daily Load

- A TMDL is the calculation of the maximum amount of a pollutant allowed to enter a waterbody

VFD - Variable Frequency Drive

- A type of motor controller that regulates the speed and torque of an electric motor by changing the frequency and voltage of the power supply.

WAS – Waste Activated Sludge

- Excess biomass removed from the system and sent for further treatment or disposal

WDR - Waste Discharge Requirements

- Permit for discharge to land

ZLD - Zero Liquid Discharge

- [https://en.wikipedia.org/wiki/Zero\\_liquid\\_discharge](https://en.wikipedia.org/wiki/Zero_liquid_discharge)

## CAMBRIA COMMUNITY SERVICES WELL LEVELS

1/15/2025

Well Read Date

### SANTA ROSA CREEK WELLS

Well Name	Well Description/Location	Distance to Water Level (ft)	Reference Point Elevation AMSL (ft)	Depth AMSL (ft)	Comments
23R	High School	31.06	83.42	52.36	
<b>SR4*</b>	<b>CCCD Production</b>	<b>28.33</b>	82.00	<b>53.67</b>	
<b>SR3</b>	<b>CCSD Production</b>	<b>19.09</b>	54.30	<b>35.21</b>	
<b>SR1</b>	<b>CCSD</b>	17.49	46.40	28.91	
21R3	County Parks	6.58	12.88	6.30	Meter Read (CF): 49479
WBE	Windsor Bridge East	10.46	16.87	6.41	
WBW	Windsor Bridge West	10.73	17.02	6.29	

**SR4**                      **53.67**  
AVG SR1 & SR3                      32.06

### SAN SIMEON CREEK WELLS

Well Name	Well Description/Location	Distance to Water Level (ft)	Reference Point Elevation AMSL (ft)	Depth AMSL (ft)	Comments
16D1	Van Gordon Creek Bridge	5.87	11.36	5.49	
MW4	Monitoring at Lagoon Entrance	10.33	15.95	5.62	
MW1	Monitoring at Blowers		42.11		
MW2	Monitoring at Influent		38.10		
MW3	Monitoring at Pond Gate		49.56		
9M1	Warren's Van Gordon Creek		65.63		
9P2	Gradient Monitoring	10.35	19.11	8.76	
9P7	WRF Intake		20.69		
9L1	Abandoned Irrigation	16.70	27.33	10.63	
RIW	WRF Injection Well		25.41		
<b>SS4</b>	<b>CCCD</b>	14.89	25.92	11.03	
MIW	WRF Injection Monitoring		29.89		
<b>SS3*</b>	<b>CCSD Production</b>	<b>16.38</b>	33.73	<b>17.35</b>	
<b>SS2*</b>	<b>CCSD Production</b>	<b>15.29</b>	33.16	<b>17.77</b>	Unable to read SS2. Depth AMSL calculated as an average of SS3 & SS1. 15.29 is not accurate.
<b>SS1*</b>	<b>CCSD Production</b>	<b>14.19</b>	32.37	<b>18.18</b>	
11B1	Pedotti		105.43		
11C1	Pedotti	15.89	98.20	82.31	
PFNW	Palmer Flats		93.22		
10A1	Pedotti's Recorder		78.18		
10G2	New Rock Plant		62.95		
10G1	Old Rock Plant		59.55		
10F2	Warren		66.92		
10M2	Pedotti	22.71	55.21	32.50	
9J3	Pedotti		43.45		
Lagoon	Creek Pedestrian Bridge	18.16			Mitigation Erosion: None

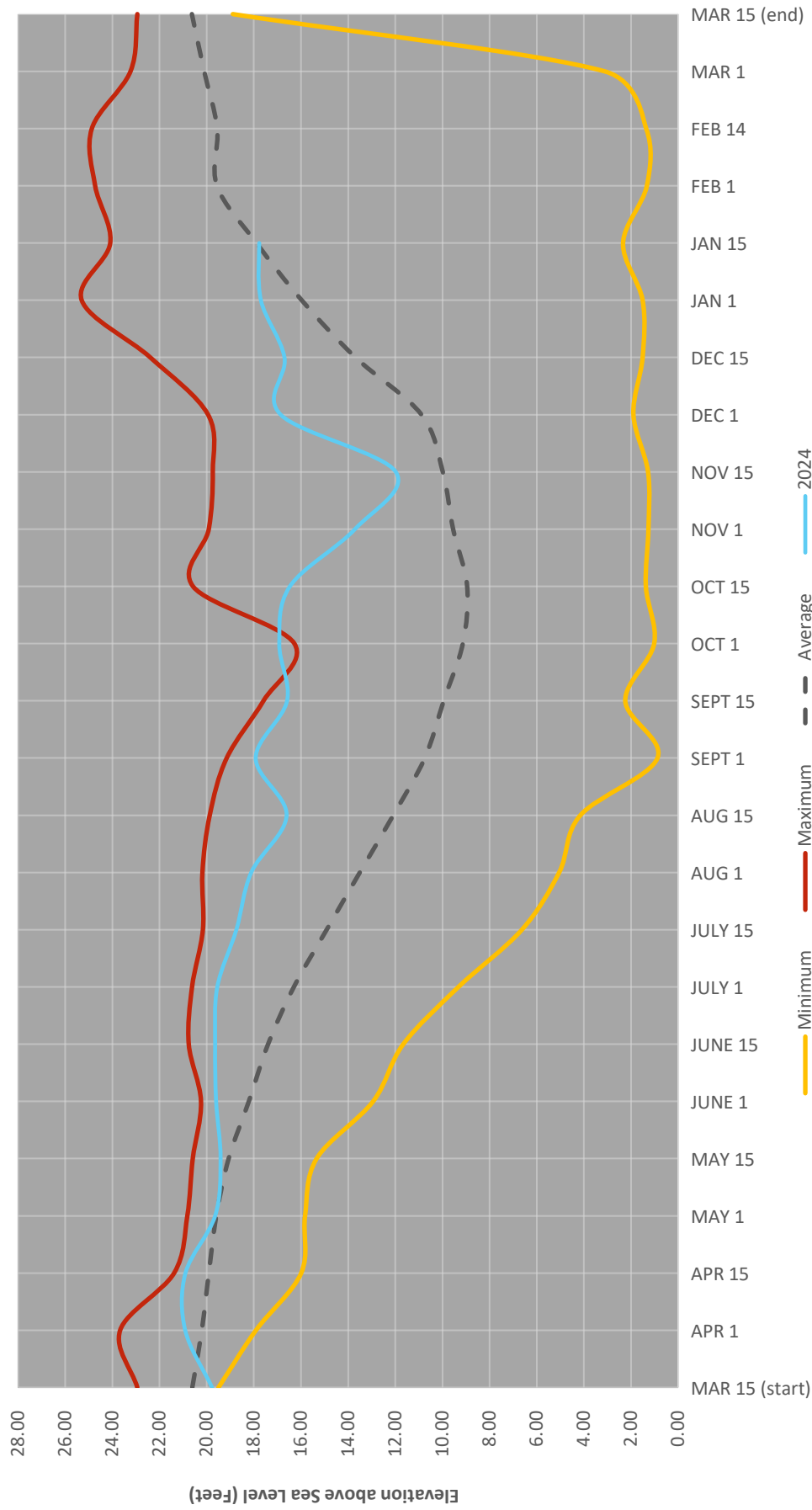
**AVG S1, SS2 & SS3**                      **17.77**  
**SS4/9P2 Gradient**                      **2.27**

\*Above Mean Sea Level (AMSL)

\*CCSD's Production Wells

Reference point on 16D1, MIW1, MIW2, MIW3, 9P7, RIW, MIW1, SS1, SS2 and SS3 updated on 2/17/2015

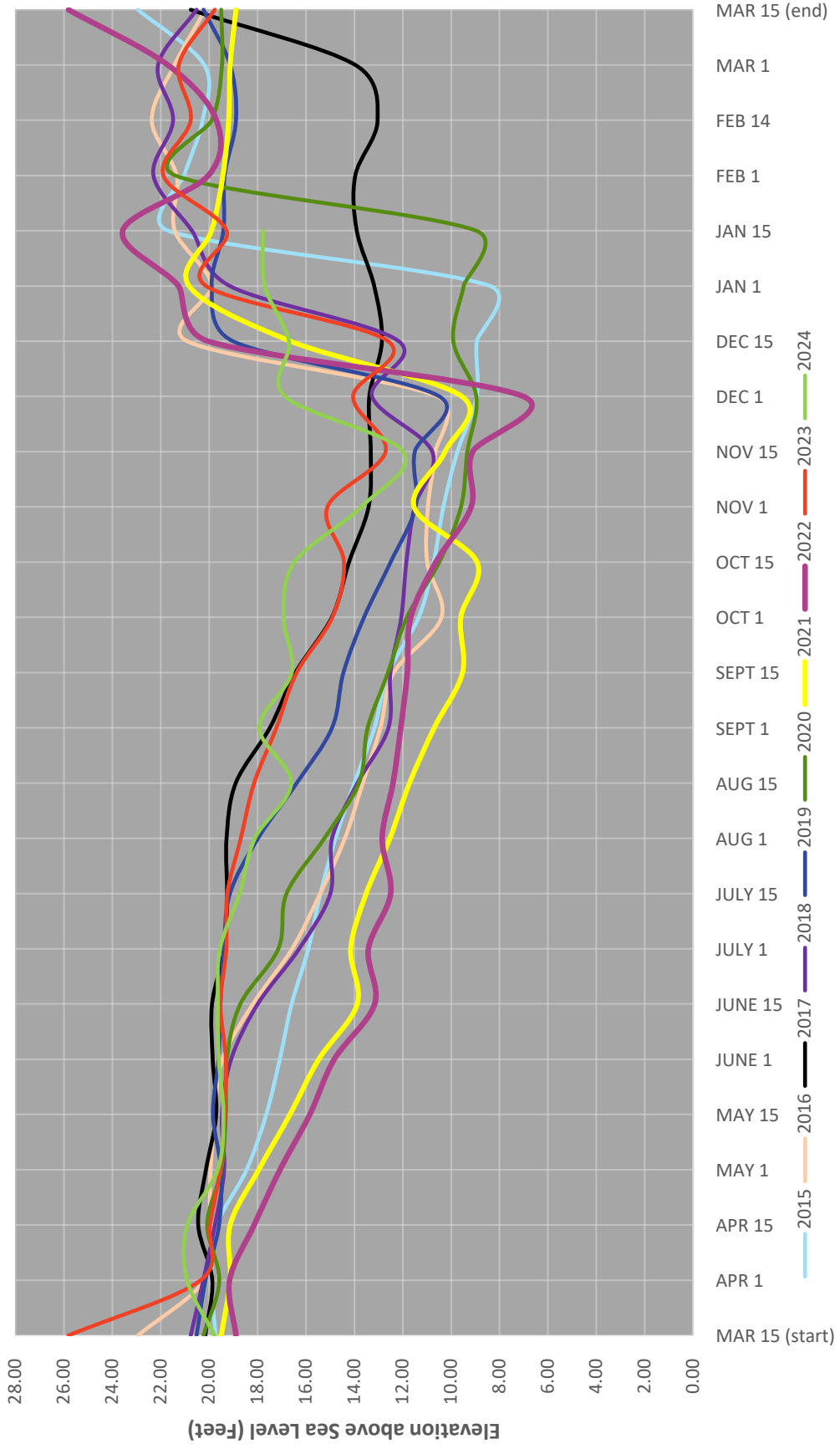
# San Simeon Creek Well Levels Mid-March 2024 Levels to Date and 1988 to Current, Min, Max, & Average



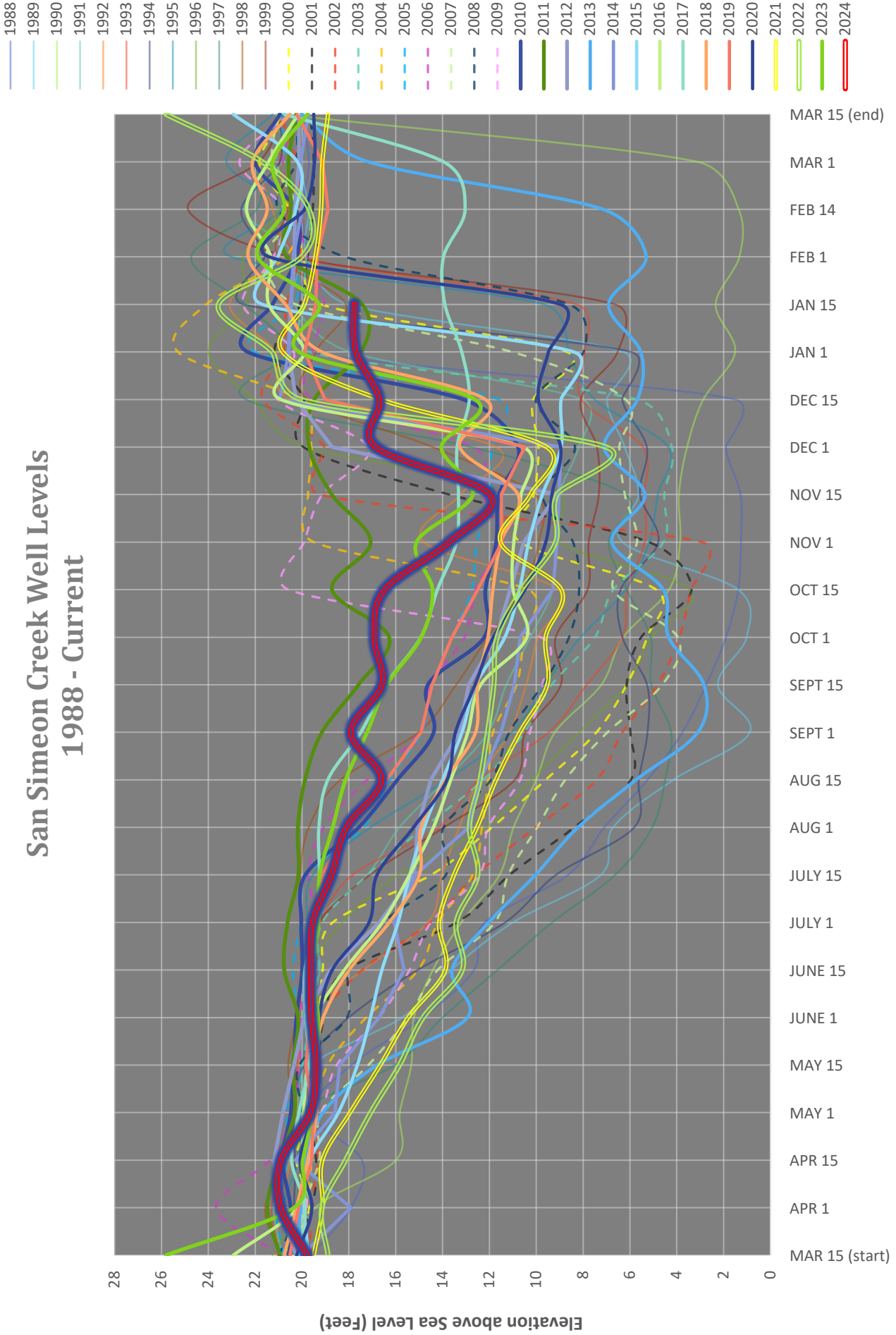
# San Simeon Creek Well Levels

## Last 10 years

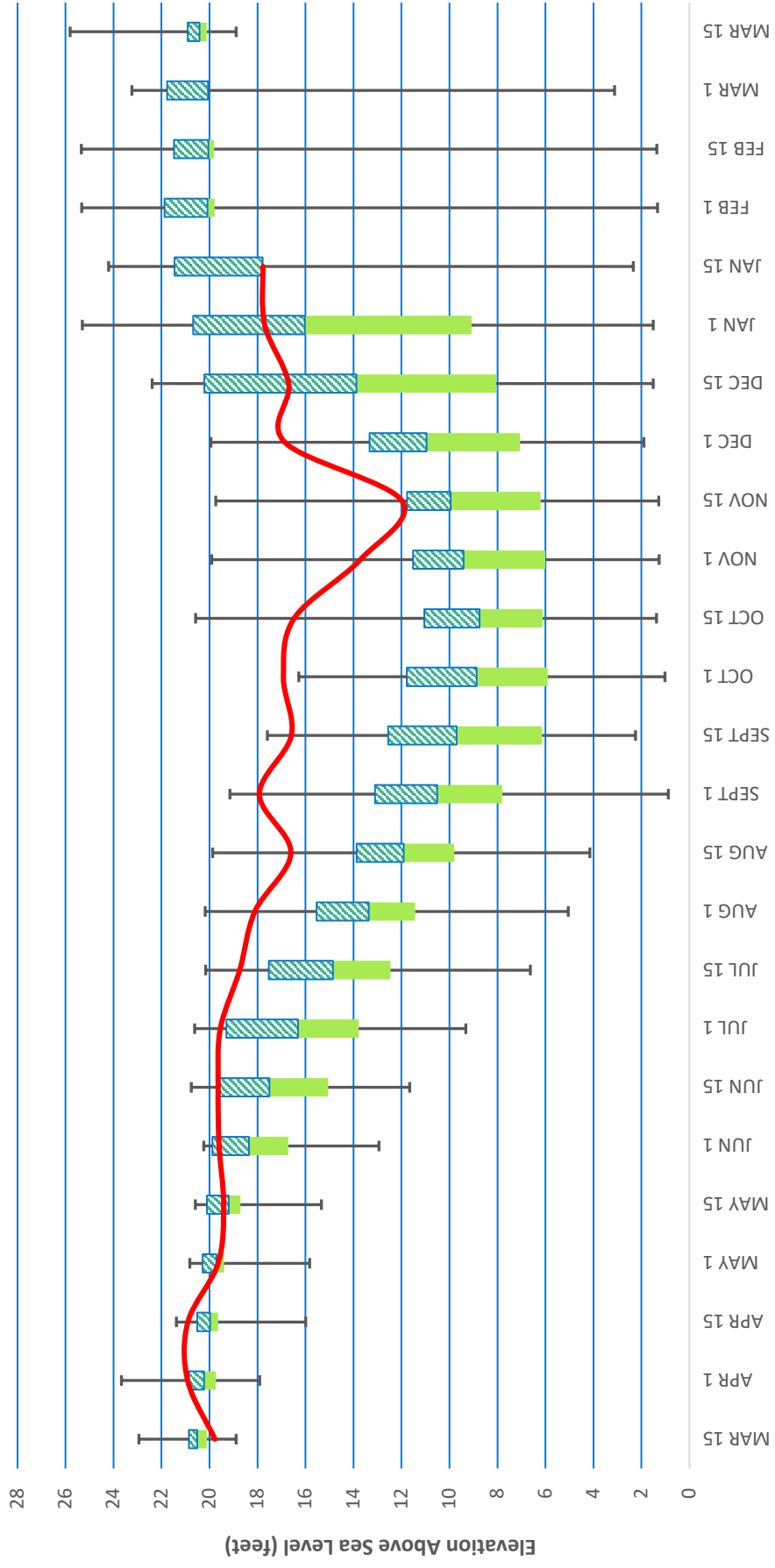
### March 2015 - Current



# San Simeon Creek Well Levels 1988 - Current

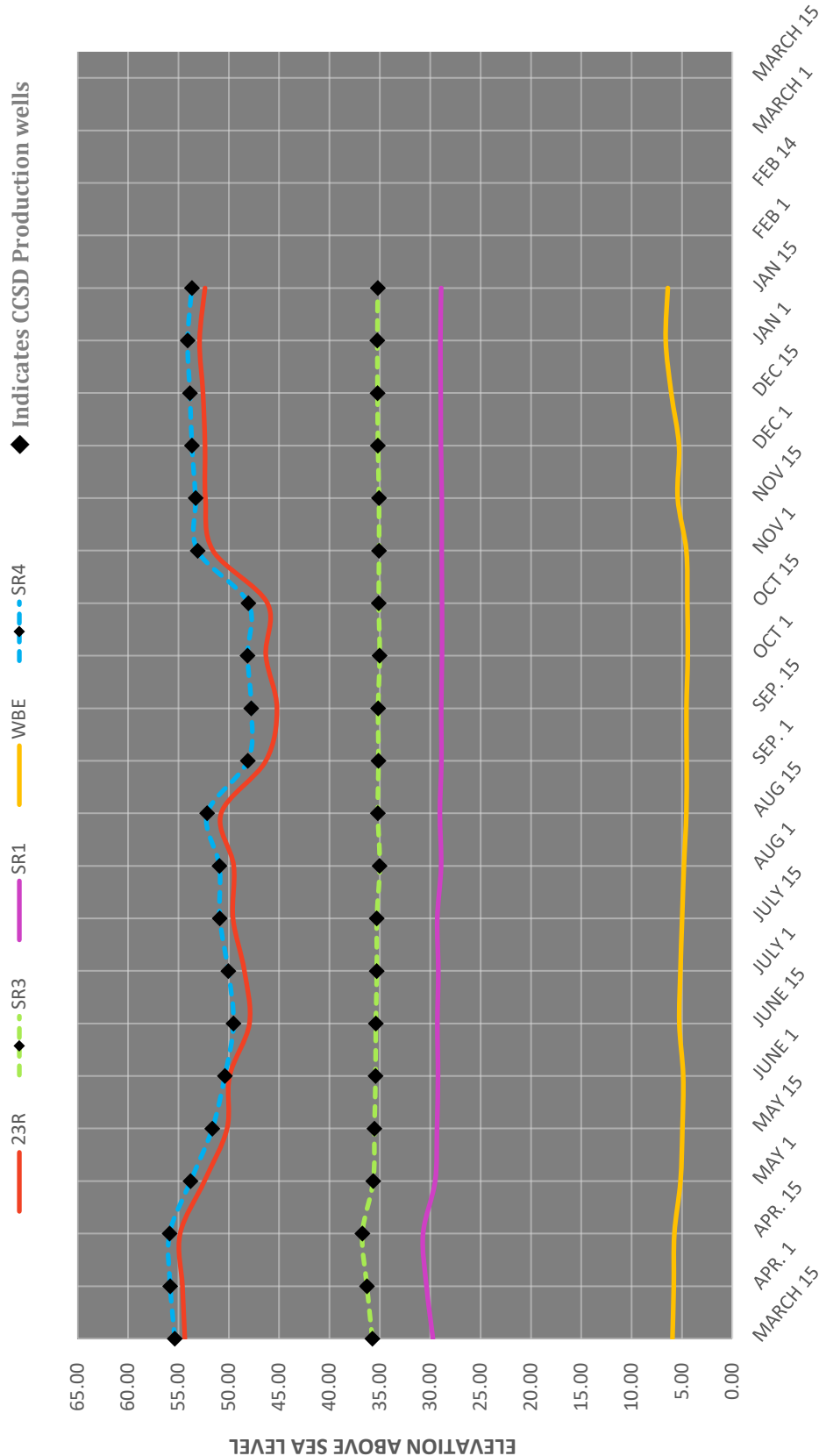


**1988 to Current Statistical San Simeon Well Level Summary by Month**  
**showing Minimums, Maximums, 25 % Percentile, 75% Percentile**  
**Average Level is the line between the Blue (hatched) and Green (solid) bars**  
**2024**



# SANTA ROSA CREEK WELL LEVELS

## March 2024 - Current



Potable Water Shortage Assessment <sup>1</sup>	Start Year: 2024												Total
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
Anticipated Unconstrained Demand	51.74	48.97	45.82	46.35	42.77	41.06	37.16	34.65	37.79	40.75	43.01	45.70	515.77
Actual Demand	52.17	49.16	45.01	46.77	40.69	40.63	40.00	0.00	0.00	0.00	0.00	0.00	314.43
Supply Adjustment				0.0	3.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	3.0
Anticipated Total Water Supply	55.49	49.20	40.74	38.43	41.19	43.81	44.74	39.34	38.20	39.05	43.52	46.19	519.90
Accrued Surplus/Shortage from Previous Month	0.0	3.3	0.0	-4.3	-8.3	3.5	3.2						
Anticipated Surplus/Shortage w/o WSCP Action	3.7	3.5	-5.0	-12.2	-9.9	6.2	10.8	4.7	0.4	-1.7	0.5	0.5	1.6
Anticipated % Surplus/Shortage w/o WSCP Action	7%	7%	-11%	-26%	-23%	15%	29%	14%	1%	-4%	1%	1%	0%
State Standard Shortage Level	1	1	2	3	3	1	1	1	1	1	1	1	1
Planned WSCP Actions													
Anticipated Benefit from WSCP: Supply Augmentation	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Anticipated Benefit from WSCP: Demand Reduction	5.2	4.9	9.2	13.9	12.8	4.1	3.7	3.5	3.8	4.1	9.8	7.7	82.6
Actual Benefit from WSCP Action	-0.4	-0.2	0.8	-0.4	2.1	0.4	-2.8						
Anticipated Surplus/Shortage w/WSCP Action	8.9	8.4	4.1	1.7	2.9	10.4	14.5	8.2	4.2	2.4	10.3	8.2	84.2
Anticipated % Surplus/Shortage w/WSCP Action	17%	17%	9%	4%	7%	25%	39%	24%	11%	6%	24%	18%	16%
Actual Surplus/Shortage	3.3	0.0	-4.3	-8.3	3.5	3.2	4.7						2.2
Actual % Surplus/Shortage	6%	0%	-9%	-18%	9%	8%	12%						0.69%
State Standard Shortage Level Achieved	1	1	1	2	1	1	1	1	1	1	1	1	1

<sup>1</sup>Assessments are based on best available data at time of submitting the report and actual volumes could be different due to many factors.

### Definitions for Terms Used in This Table

**Anticipated Unconstrained Demand:** Projection based on the average water production over the last 3 reporting years (July 2018 -June 2021).

**Actual Demand:** The total amount of potable water produced for the month.

**Supply Adjustment:** Observed aquifer recharge/depletion from seasonal precipitation/lack thereof.

**Anticipated Total Water Supply:** The target amount to be produced assuming dry years conditions.

**Anticipated Surplus/Shortage w/o WSCP:** The volumetric difference in the anticipated unconstrained demand and anticipated total water supply without any shortage response actions.

**Anticipated % Surplus/Shortage w/o WSCP Action:** The difference between the anticipated unconstrained demand and anticipated total water supply without any shortage response actions expressed as a percentage.

**State Standard Shortage Level:** The corresponding shortage level per California Water Code Section 10632(a)(3)(A).

**Anticipated Benefit from WSCP - Supply Augmentation:** Projected volume of water added to the supply, such as from the operation of the Water Reclamation Facility.

**Anticipated Benefit from WSCP - Demand Reduction:** Projected volume of water conserved through shortage response actions.

**Actual Benefit from WSCP Action:** Actual supply augmentation or demand reduction achieved.

**Revised Anticipated Surplus/Shortage w/WSCP Action:** Volumetric difference between the anticipated surplus/shortage w/o WSCP action and the actual benefits obtained.

**Revised Anticipated % Surplus/Shortage w/WSCP Action:** Difference between the anticipated surplus/shortage w/o WSCP action and the actual benefits obtained expressed as a percentage.

**Actual Surplus/Shortage:** Volumetric difference between the anticipated total water supply (including any adjustments) and the actual total demand.

**Actual % Surplus/Shortage:** Difference between the anticipated total water supply (including any adjustments) and the actual total demand expressed as a percentage.

**WSCP:** Water Shortage Contingency Plan





**CAMBRIA COMMUNITY SERVICES DISTRICT  
NET WATER DIVERSION, BY SOURCE  
REPORTED IN ACRE-FEET**

YEAR	SOURCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL TOTAL	YEAR
<b>DIFFERENCE</b>		<b>5.26</b>													
<b>(Current YR - Previous YR)</b>															
<b>2025</b>	S.S.	39.47	4.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	43.79	<b>2025</b>
	S.R.	1.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.07	
	<b>SS &amp; SR TOTAL</b>	<b>40.54</b>	<b>4.32</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>44.86</b>	
	AWTP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2024</b>	S.S.	35.76	31.01	36.76	36.47	37.36	12.09	35.11	22.00	8.64	20.26	40.59	40.26	356.28	<b>2024</b>
	S.R.	1.60	1.69	0.92	0.65	3.87	34.80	17.64	27.82	37.29	26.46	0.16	0.83	153.71	
	<b>SS &amp; SR TOTAL</b>	<b>37.35</b>	<b>32.69</b>	<b>37.68</b>	<b>37.12</b>	<b>41.23</b>	<b>46.89</b>	<b>52.75</b>	<b>49.81</b>	<b>45.93</b>	<b>46.72</b>	<b>40.69</b>	<b>41.08</b>	<b>510.00</b>	
	AWTP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2023</b>	S.S.	34.88	33.18	30.27	37.48	35.36	32.09	35.66	29.96	29.01	14.94	40.76	43.02	396.61	<b>2023</b>
	S.R.	0.40	0.48	4.22	0.94	5.22	12.21	15.91	18.09	16.06	31.66	2.73	0.89	108.80	
	<b>SS &amp; SR TOTAL</b>	<b>35.28</b>	<b>33.66</b>	<b>34.50</b>	<b>38.42</b>	<b>40.57</b>	<b>44.30</b>	<b>51.57</b>	<b>48.05</b>	<b>45.07</b>	<b>46.60</b>	<b>43.49</b>	<b>43.91</b>	<b>505.42</b>	
	AWTP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2022</b>	S.S.	13.35	35.93	40.71	39.95	43.22	33.05	26.13	19.40	13.74	17.92	31.27	36.45	351.11	<b>2022</b>
	S.R.	23.95	0.04	0.03	0.04	0.05	11.17	23.27	27.59	28.77	25.30	7.44	0.32	147.98	
	<b>SS &amp; SR TOTAL</b>	<b>37.30</b>	<b>35.97</b>	<b>40.74</b>	<b>39.99</b>	<b>43.27</b>	<b>44.22</b>	<b>49.41</b>	<b>46.98</b>	<b>42.50</b>	<b>43.22</b>	<b>38.71</b>	<b>36.77</b>	<b>499.09</b>	
	AWTP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2021</b>	S.S.	31.92	26.91	34.69	36.88	36.41	34.84	31.03	30.49	31.75	27.27	27.28	21.16	370.62	<b>2021</b>
	S.R.	9.00	10.22	8.91	9.05	12.02	14.41	20.65	16.40	11.30	14.52	11.69	16.81	155.00	
	<b>SS &amp; SR TOTAL</b>	<b>40.92</b>	<b>37.14</b>	<b>43.60</b>	<b>45.93</b>	<b>48.43</b>	<b>49.25</b>	<b>51.68</b>	<b>46.89</b>	<b>43.05</b>	<b>41.79</b>	<b>38.97</b>	<b>37.97</b>	<b>525.61</b>	
	AWTP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2020</b>	S.S.	34.86	34.07	30.68	26.63	36.29	40.67	33.16	35.23	34.60	39.39	31.34	13.98	390.90	<b>2020</b>
	S.R.	4.10	5.37	6.32	8.97	7.21	7.77	19.10	17.85	14.22	10.67	12.61	27.85	142.04	
	<b>SS &amp; SR TOTAL</b>	<b>38.96</b>	<b>39.43</b>	<b>37.00</b>	<b>35.60</b>	<b>43.50</b>	<b>48.44</b>	<b>52.25</b>	<b>53.08</b>	<b>48.82</b>	<b>50.06</b>	<b>43.95</b>	<b>41.83</b>	<b>532.93</b>	
	AWTP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2019</b>	S.S.	34.49	23.50	24.82	33.30	35.07	36.17	41.98	39.45	36.02	37.32	33.64	26.26	402.00	<b>2019</b>
	S.R.	3.25	9.73	13.89	8.50	7.75	10.16	10.80	10.45	11.12	11.42	11.15	13.78	122.00	
	<b>SS &amp; SR TOTAL</b>	<b>37.74</b>	<b>33.23</b>	<b>38.71</b>	<b>41.80</b>	<b>42.81</b>	<b>46.33</b>	<b>52.78</b>	<b>49.91</b>	<b>47.13</b>	<b>48.74</b>	<b>44.78</b>	<b>40.05</b>	<b>524.00</b>	
	AWTP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2018</b>	S.S.	14.65	15.73	24.97	32.09	38.50	38.30	32.13	21.54	17.99	12.97	12.65	30.43	291.97	<b>2018</b>
	S.R.	30.09	23.61	13.23	6.96	5.02	7.89	22.00	30.88	27.67	31.81	30.59	10.11	239.85	
	<b>SS &amp; SR TOTAL</b>	<b>44.74</b>	<b>39.34</b>	<b>38.20</b>	<b>39.05</b>	<b>43.52</b>	<b>46.19</b>	<b>54.13</b>	<b>52.42</b>	<b>45.67</b>	<b>44.78</b>	<b>43.24</b>	<b>40.54</b>	<b>531.82</b>	
	AWTP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2017</b>	S.S.	31.85	18.62	40.94	45.34	46.26	34.05	22.86	16.93	23.78	26.18	20.90	22.54	350.25	<b>2017</b>
	S.R.	6.97	14.54	6.02	9.89	18.14	28.49	32.63	32.27	16.96	12.25	20.29	21.27	219.72	
	<b>SS &amp; SR TOTAL</b>	<b>38.82</b>	<b>33.17</b>	<b>46.95</b>	<b>55.23</b>	<b>64.40</b>	<b>62.55</b>	<b>55.49</b>	<b>49.20</b>	<b>40.74</b>	<b>38.43</b>	<b>41.19</b>	<b>43.81</b>	<b>569.97</b>	
	AWTP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>2016</b>	S.S.	16.21	8.82	19.61	21.27	24.30	28.06	28.37	26.49	26.02	6.49	5.66	21.53	232.83	<b>2016</b>
	S.R.	18.10	27.70	16.92	15.76	15.92	13.96	20.53	18.31	16.92	34.50	31.75	18.46	248.83	
	<b>SS &amp; SR TOTAL</b>	<b>34.31</b>	<b>36.53</b>	<b>36.52</b>	<b>37.03</b>	<b>40.21</b>	<b>42.02</b>	<b>48.90</b>	<b>44.80</b>	<b>42.94</b>	<b>40.99</b>	<b>37.42</b>	<b>39.98</b>	<b>481.66</b>	
	AWTP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.33	7.04	5.70	23.07	
<b>2015</b>	S.S.	19.95	16.65	17.16	17.79	16.18	14.14	15.14	17.39	20.36	26.17	23.74	21.23	225.89	<b>2015</b>
	S.R.	14.77	14.90	20.53	20.68	20.99	26.51	29.51	27.78	21.94	16.05	13.57	13.90	241.13	
	<b>SS &amp; SR TOTAL</b>	<b>34.72</b>	<b>31.55</b>	<b>37.69</b>	<b>38.47</b>	<b>37.17</b>	<b>40.65</b>	<b>44.65</b>	<b>45.17</b>	<b>42.30</b>	<b>42.22</b>	<b>37.31</b>	<b>35.13</b>	<b>467.02</b>	
	AWTP	5.55	14.34	12.49	7.61	0.00	0.00	0.00	0.00	3.68	8.07	6.29	10.89	68.92	
<b>2014</b>	S.S.	22.93	16.97	24.90	25.03	19.39	14.40	11.94	0.00	0.76	24.32	13.74	23.81	198.17	<b>2014</b>
	S.R.	34.69	19.85	10.00	10.44	18.88	24.19	30.89	43.09	36.26	12.06	18.63	9.62	268.59	
	<b>SS &amp; SR TOTAL</b>	<b>57.62</b>	<b>36.82</b>	<b>34.90</b>	<b>35.47</b>	<b>38.27</b>	<b>38.59</b>	<b>42.82</b>	<b>43.09</b>	<b>37.01</b>	<b>36.37</b>	<b>32.36</b>	<b>33.44</b>	<b>466.76</b>	

**CAMBRIA COMMUNITY SERVICES DISTRICT  
NET WATER DIVERSION, BY SOURCE  
REPORTED IN ACRE-FEET**

YEAR	SOURCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL TOTAL	YEAR
<b>2013</b>	S.S.	50.55	47.40	54.72	55.27	63.18	46.01	60.82	72.32	57.73	29.84	26.72	28.61	593.16	<b>2013</b>
	S.R.	0.00	0.00	0.00	4.27	5.28	27.57	18.12	3.50	7.62	22.56	25.38	25.61	139.91	
	<b>SS &amp; SR TOTAL</b>	<b>50.55</b>	<b>47.40</b>	<b>54.72</b>	<b>59.54</b>	<b>68.45</b>	<b>73.58</b>	<b>73.58</b>	<b>78.94</b>	<b>75.82</b>	<b>65.35</b>	<b>52.40</b>	<b>52.11</b>	<b>54.22</b>	
<b>2012</b>	S.S.	50.12	48.09	52.60	50.52	60.06	56.53	48.17	41.12	36.72	42.22	48.70	50.88	585.73	<b>2012</b>
	S.R.	3.54	0.79	0.00	0.66	1.44	11.14	27.95	33.22	29.98	21.43	8.86	0.00	139.01	
	<b>SS &amp; SR TOTAL</b>	<b>53.66</b>	<b>48.88</b>	<b>52.60</b>	<b>51.18</b>	<b>61.50</b>	<b>67.67</b>	<b>76.12</b>	<b>74.34</b>	<b>66.70</b>	<b>63.65</b>	<b>57.56</b>	<b>50.88</b>	<b>724.74</b>	
<b>2011</b>	S.S.	48.05	43.36	45.17	52.11	53.94	49.27	60.52	55.52	45.40	45.67	46.28	51.87	597.16	<b>2011</b>
	S.R.	0.00	0.70	0.00	0.76	6.65	11.03	12.97	14.82	19.45	14.15	5.19	0.00	85.72	
	<b>SS &amp; SR TOTAL</b>	<b>48.05</b>	<b>44.06</b>	<b>45.17</b>	<b>52.87</b>	<b>60.59</b>	<b>60.30</b>	<b>73.49</b>	<b>70.34</b>	<b>64.85</b>	<b>59.82</b>	<b>51.47</b>	<b>51.87</b>	<b>682.88</b>	
<b>2010</b>	S.S.	45.44	40.48	47.48	48.39	56.26	55.29	50.73	44.58	35.05	37.61	36.14	36.45	533.90	<b>2010</b>
	S.R.	0.00	0.00	0.77	0.62	0.68	8.74	21.96	27.30	32.52	21.71	14.48	9.73	138.51	
	<b>SS &amp; SR TOTAL</b>	<b>45.44</b>	<b>40.48</b>	<b>48.25</b>	<b>49.01</b>	<b>56.94</b>	<b>64.03</b>	<b>72.69</b>	<b>71.88</b>	<b>67.57</b>	<b>59.32</b>	<b>50.62</b>	<b>46.18</b>	<b>672.41</b>	
<b>2009</b>	S.S.	28.17	37.57	50.95	58.52	48.56	37.47	48.80	40.69	31.99	44.62	53.05	46.55	526.94	<b>2009</b>
	S.R.	24.83	3.81	0.00	0.00	13.53	26.06	25.21	34.10	32.64	11.02	0.00	1.34	172.54	
	<b>SS &amp; SR TOTAL</b>	<b>53.00</b>	<b>41.38</b>	<b>50.95</b>	<b>58.52</b>	<b>62.09</b>	<b>63.53</b>	<b>74.01</b>	<b>74.79</b>	<b>64.63</b>	<b>55.64</b>	<b>53.05</b>	<b>47.89</b>	<b>699.48</b>	
<b>2008</b>	S.S.	43.35	45.35	51.55	52.59	40.45	33.03	40.15	47.57	47.24	41.53	21.47	25.41	489.69	<b>2008</b>
	S.R.	2.33	0.67	0.71	2.20	24.69	33.55	32.94	24.87	18.26	21.03	32.21	24.46	217.92	
	<b>SS &amp; SR TOTAL</b>	<b>45.68</b>	<b>46.02</b>	<b>52.26</b>	<b>54.79</b>	<b>65.14</b>	<b>66.58</b>	<b>73.09</b>	<b>72.44</b>	<b>65.50</b>	<b>62.56</b>	<b>53.68</b>	<b>49.87</b>	<b>707.61</b>	
<b>2007</b>	S.S.	57.70	47.45	56.47	60.50	56.11	51.21	55.95	63.48	58.72	37.58	34.83	38.61	618.61	<b>2007</b>
	S.R.	0.00	0.00	0.60	1.81	14.47	22.24	23.47	12.37	5.29	18.70	21.20	9.42	129.57	
	<b>SS &amp; SR TOTAL</b>	<b>57.70</b>	<b>47.45</b>	<b>57.07</b>	<b>62.31</b>	<b>70.58</b>	<b>73.45</b>	<b>79.42</b>	<b>75.85</b>	<b>64.01</b>	<b>56.28</b>	<b>56.03</b>	<b>48.03</b>	<b>748.18</b>	
<b>2006</b>	S.S.	50.81	49.10	48.82	49.65	60.58	65.65	56.12	59.67	52.49	42.86	34.46	42.75	612.96	<b>2006</b>
	S.R.	0.00	0.78	0.00	0.62	0.74	2.56	23.58	20.72	20.17	23.88	26.46	13.63	133.14	
	<b>SS &amp; SR TOTAL</b>	<b>50.81</b>	<b>49.88</b>	<b>48.82</b>	<b>50.27</b>	<b>61.32</b>	<b>68.21</b>	<b>79.70</b>	<b>80.39</b>	<b>72.66</b>	<b>66.74</b>	<b>60.92</b>	<b>56.38</b>	<b>746.10</b>	
<b>2005</b>	S.S.	50.05	46.16	51.09	55.01	65.70	68.81	80.52	61.60	48.71	47.08	40.83	36.70	652.26	<b>2005</b>
	S.R.	0.00	0.62	0.93	0.76	0.76	0.73	1.64	17.32	20.25	21.69	16.92	7.36	88.98	
	<b>SS &amp; SR TOTAL</b>	<b>50.05</b>	<b>46.78</b>	<b>52.02</b>	<b>55.77</b>	<b>66.46</b>	<b>69.54</b>	<b>82.16</b>	<b>78.92</b>	<b>68.96</b>	<b>68.77</b>	<b>57.75</b>	<b>44.06</b>	<b>741.24</b>	
<b>2004</b>	S.S.	55.83	51.40	58.56	64.33	67.98	52.62	47.04	39.68	41.06	34.80	49.30	49.92	612.52	<b>2004</b>
	S.R.	0.00	0.61	1.17	4.84	8.68	22.08	30.80	36.30	27.32	24.95	1.73	1.63	160.11	
	<b>SS &amp; SR TOTAL</b>	<b>55.83</b>	<b>52.01</b>	<b>59.73</b>	<b>69.17</b>	<b>76.66</b>	<b>74.70</b>	<b>77.84</b>	<b>75.98</b>	<b>68.38</b>	<b>59.75</b>	<b>51.03</b>	<b>51.55</b>	<b>772.63</b>	
<b>2003</b>	S.S.	52.73	49.97	57.35	58.32	62.82	68.22	65.05	63.34	58.91	67.08	56.20	48.84	708.83	<b>2003</b>
	S.R.	0.70	1.11	0.48	0.94	1.84	5.63	19.77	22.04	16.00	6.58	3.12	5.84	84.05	
	<b>SS &amp; SR TOTAL</b>	<b>53.43</b>	<b>51.08</b>	<b>57.83</b>	<b>59.26</b>	<b>64.66</b>	<b>73.85</b>	<b>84.82</b>	<b>85.38</b>	<b>74.91</b>	<b>73.66</b>	<b>59.32</b>	<b>54.68</b>	<b>792.88</b>	
<b>2002</b>	S.S.	54.43	52.23	60.70	65.43	60.75	55.13	66.79	73.35	66.59	62.03	56.36	53.98	727.77	<b>2002</b>
	S.R.	1.28	1.27	1.10	1.11	14.82	22.79	19.54	9.67	3.52	4.02	2.04	0.55	81.71	
	<b>SS &amp; SR TOTAL</b>	<b>55.71</b>	<b>53.50</b>	<b>61.80</b>	<b>66.54</b>	<b>75.57</b>	<b>77.92</b>	<b>86.33</b>	<b>83.02</b>	<b>70.11</b>	<b>66.05</b>	<b>58.40</b>	<b>54.53</b>	<b>809.48</b>	
<b>2001</b>	S.S.	56.16	48.05	55.92	60.69	73.30	77.51	85.01	78.50	53.45	56.21	48.16	52.29	745.25	<b>2001</b>
	S.R.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.78	21.08	16.87	8.06	0.89	52.68	
	<b>SS &amp; SR TOTAL</b>	<b>56.16</b>	<b>48.05</b>	<b>55.92</b>	<b>60.69</b>	<b>73.30</b>	<b>77.51</b>	<b>85.01</b>	<b>84.28</b>	<b>74.53</b>	<b>73.08</b>	<b>56.22</b>	<b>53.18</b>	<b>797.93</b>	
<b>2000</b>	S.S.	56.41	50.43	55.27	65.40	70.84	73.60	85.00	84.68	73.30	65.60	58.49	59.80	798.82	<b>2000</b>
	S.R.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	<b>SS &amp; SR TOTAL</b>	<b>56.41</b>	<b>50.43</b>	<b>55.27</b>	<b>65.40</b>	<b>70.84</b>	<b>73.60</b>	<b>85.00</b>	<b>84.68</b>	<b>73.30</b>	<b>65.60</b>	<b>58.49</b>	<b>59.80</b>	<b>798.82</b>	
<b>1999</b>	S.S.	56.40	45.26	52.16	57.40	70.43	71.35	85.41	82.68	69.45	68.04	57.78	57.69	774.05	<b>1999</b>
	S.R.	0.01	0.01	0.01	0.04	0.02	0.07	0.01	0.02	0.32	0.02	0.00	0.00	0.53	
	<b>SS &amp; SR TOTAL</b>	<b>56.41</b>	<b>45.27</b>	<b>52.17</b>	<b>57.44</b>	<b>70.45</b>	<b>71.42</b>	<b>85.42</b>	<b>82.70</b>	<b>69.77</b>	<b>68.06</b>	<b>57.78</b>	<b>57.69</b>	<b>774.58</b>	
<b>998</b>	S.S.	44.39	46.36	47.00	50.53	56.43	63.43	77.75	80.30	68.35	66.58	54.06	52.13	707.31	<b>998</b>
	S.R.	0.01	0.01	0.01	0.01	0.00	0.01	0.01	0.09	0.01	0.00	0.00	0.00	0.16	

**CAMBRIA COMMUNITY SERVICES DISTRICT  
NET WATER DIVERSION, BY SOURCE  
REPORTED IN ACRE-FEET**

YEAR	SOURCE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	ANNUAL TOTAL	YEAR
<b>19</b>	<b>SS &amp; SR TOTAL</b>	<b>44.40</b>	<b>46.37</b>	<b>47.01</b>	<b>50.54</b>	<b>56.43</b>	<b>63.44</b>	<b>77.76</b>	<b>80.39</b>	<b>68.36</b>	<b>66.58</b>	<b>54.06</b>	<b>52.13</b>	<b>707.47</b>	<b>19</b>
<b>1997</b>	S.S.	50.61	49.20	65.66	68.65	76.18	79.14	82.31	57.02	37.32	27.50	38.96	45.96	678.51	<b>1997</b>
	S.R.	0.02	0.08	0.02	0.02	0.02	0.02	0.38	25.92	31.54	36.85	12.41	0.01	107.29	
	<b>SS &amp; SR TOTAL</b>	<b>50.63</b>	<b>49.28</b>	<b>65.68</b>	<b>68.67</b>	<b>76.20</b>	<b>79.16</b>	<b>82.69</b>	<b>82.94</b>	<b>68.86</b>	<b>64.35</b>	<b>51.37</b>	<b>45.97</b>	<b>785.80</b>	
<b>1996</b>	S.S.	46.66	43.40	47.39	56.95	66.18	70.83	75.70	77.27	68.23	65.58	50.37	49.43	717.99	<b>1996</b>
	S.R.	0.01	0.03	0.03	0.03	0.03	0.01	0.03	0.02	0.01	0.02	0.02	0.02	0.26	
	<b>SS &amp; SR TOTAL</b>	<b>46.67</b>	<b>43.43</b>	<b>47.42</b>	<b>56.98</b>	<b>66.21</b>	<b>70.84</b>	<b>75.73</b>	<b>77.29</b>	<b>68.24</b>	<b>65.60</b>	<b>50.39</b>	<b>49.45</b>	<b>718.25</b>	
<b>1995</b>	S.S.	41.30	41.10	47.10	52.14	53.50	59.00	74.70	74.10	65.40	64.70	55.30	47.60	675.94	<b>1995</b>
	S.R.	1.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.90	
	<b>SS &amp; SR TOTAL</b>	<b>43.20</b>	<b>41.10</b>	<b>47.10</b>	<b>52.14</b>	<b>53.50</b>	<b>59.00</b>	<b>74.70</b>	<b>74.10</b>	<b>65.40</b>	<b>64.70</b>	<b>55.30</b>	<b>47.60</b>	<b>677.84</b>	
<b>1994</b>	S.S.	47.00	38.60	48.60	52.00	54.60	63.40	69.30	47.80	31.70	30.80	28.20	26.00	538.00	<b>1994</b>
	S.R.	0.00	0.00	0.00	0.00	0.10	0.00	0.00	25.00	30.20	27.70	21.20	19.90	124.10	
	<b>SS &amp; SR TOTAL</b>	<b>47.00</b>	<b>38.60</b>	<b>48.60</b>	<b>52.00</b>	<b>54.70</b>	<b>63.40</b>	<b>69.30</b>	<b>72.80</b>	<b>61.90</b>	<b>58.50</b>	<b>49.40</b>	<b>45.90</b>	<b>662.10</b>	
<b>1993</b>	S.S.	50.10	45.70	52.60	56.30	68.30	68.80	68.10	69.80	59.80	56.10	51.40	43.50	690.50	<b>1993</b>
	S.R.	0.50	0.30	0.00	0.00	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.90	
	<b>SS &amp; SR TOTAL</b>	<b>50.60</b>	<b>46.00</b>	<b>52.60</b>	<b>56.30</b>	<b>68.40</b>	<b>68.80</b>	<b>68.10</b>	<b>69.80</b>	<b>59.80</b>	<b>56.10</b>	<b>51.40</b>	<b>43.50</b>	<b>691.40</b>	
<b>1992</b>	S.S.	45.30	42.20	45.90	55.20	64.00	58.10	44.90	41.80	35.00	32.80	34.00	43.10	542.30	<b>1992</b>
	S.R.	0.80	0.30	0.10	0.40	0.50	6.10	22.70	28.10	26.30	25.10	19.50	5.50	135.40	
	<b>SS &amp; SR TOTAL</b>	<b>46.10</b>	<b>42.50</b>	<b>46.00</b>	<b>55.60</b>	<b>64.50</b>	<b>64.20</b>	<b>67.60</b>	<b>69.90</b>	<b>61.30</b>	<b>57.90</b>	<b>53.50</b>	<b>48.60</b>	<b>677.70</b>	
<b>1991</b>	S.S.	26.90	23.10	32.70	39.60	48.60	44.10	40.10	34.80	30.50	28.00	26.40	30.10	404.90	<b>1991</b>
	S.R.	15.30	13.10	0.50	0.10	0.10	5.50	15.00	21.60	20.20	21.00	19.70	18.70	150.80	
	<b>SS &amp; SR TOTAL</b>	<b>42.20</b>	<b>36.20</b>	<b>33.20</b>	<b>39.70</b>	<b>48.70</b>	<b>49.60</b>	<b>55.10</b>	<b>56.40</b>	<b>50.70</b>	<b>49.00</b>	<b>46.10</b>	<b>48.80</b>	<b>555.70</b>	
<b>1990</b>	S.S.	45.70	47.00	55.28	44.75	31.46	32.34	40.00	38.00	31.91	31.40	29.40	29.90	457.14	<b>1990</b>
	S.R.	8.70	0.80	0.50	18.03	32.30	26.79	22.30	22.20	20.64	20.20	19.30	14.90	206.66	
	<b>SS &amp; SR TOTAL</b>	<b>54.40</b>	<b>47.80</b>	<b>55.78</b>	<b>62.78</b>	<b>63.76</b>	<b>59.13</b>	<b>62.30</b>	<b>60.20</b>	<b>52.55</b>	<b>51.60</b>	<b>48.70</b>	<b>44.80</b>	<b>663.80</b>	
<b>1989</b>	S.S.	51.00	47.90	53.90	61.90	57.20	62.20	69.20	60.90	36.30	38.70	42.60	40.60	622.40	<b>1989</b>
	S.R.	0.00	0.00	0.00	1.00	13.80	13.50	17.90	28.00	42.00	22.60	17.60	18.20	174.60	
	<b>SS &amp; SR TOTAL</b>	<b>51.00</b>	<b>47.90</b>	<b>53.90</b>	<b>62.90</b>	<b>71.00</b>	<b>75.70</b>	<b>87.10</b>	<b>88.90</b>	<b>78.30</b>	<b>61.30</b>	<b>60.20</b>	<b>58.80</b>	<b>797.00</b>	
<b>1988</b>	S.S.	51.20	57.90	63.20	47.30	57.40	44.20	50.00	51.70	41.90	37.40	27.40	36.00	565.60	<b>1988</b>
	S.R.	0.00	0.00	0.00	16.30	15.70	30.70	31.20	34.90	36.00	34.90	35.20	19.00	253.90	
	<b>SS &amp; SR TOTAL</b>	<b>51.20</b>	<b>57.90</b>	<b>63.20</b>	<b>63.60</b>	<b>73.10</b>	<b>74.90</b>	<b>81.20</b>	<b>86.60</b>	<b>77.90</b>	<b>72.30</b>	<b>62.60</b>	<b>55.00</b>	<b>819.50</b>	
<b>1987</b>	S.S.	41.51	41.30	48.40	63.00	68.80	63.80	66.10	62.90	49.90	36.40	32.90	42.30	617.31	<b>1987</b>
	S.R.	10.20	3.80	0.00	0.00	2.00	13.80	22.40	26.00	28.80	35.60	19.30	6.59	168.49	
	<b>SS &amp; SR TOTAL</b>	<b>51.71</b>	<b>45.10</b>	<b>48.40</b>	<b>63.00</b>	<b>70.80</b>	<b>77.60</b>	<b>88.50</b>	<b>88.90</b>	<b>78.70</b>	<b>72.00</b>	<b>52.20</b>	<b>48.89</b>	<b>785.80</b>	

*Net diversion totals reported 2016 to current. Previous years are gross totals and may include water volumes also reported under riparian statements.*

**Report on the January 13, 2025, Finance Standing Committee meeting, for the February 13, 2025, CCSD Board Agenda**

The January 13, 2025, Regular Meeting of the Finance Standing Committee was held at the Veterans' Memorial Hall in person and via Zoom.

Committee Chair Tom Gray **called the meeting to order** at 10:00 a.m.

Other Committee members present were Vice-Chair Cheryl McDowell, Secretary David Pierson, Keith Hinrichsen, Scott McCann and Karen Chrisman.

Staff present were CCSD General Manager Matthew McElhenie (after 10:30 a.m.), Administrative Department Manager Denise Fritz, Confidential Administrative Assistant Haley Dodson, Fire Chief Michael Burkey and Facilities & Resources Manager David Aguirre.

Attending via Zoom was Tina Dickason.

In his **Chair Report**, Chairman Gray updated the group on the new committee formation process and timeline.

In **Committee Member Communications**, Ms. McDowell read a text on the CCSD Fire Department water tender activity in Los Angeles. Chief Burkey commented on the role the water tender and two CCSD personnel were filling in Los Angeles. He also spoke to the cost reimbursement that will be forthcoming, resulting in extra income for the CCSD.

In **Public Comment**, Tina Dickason asked the Committee 1) if fire hydrant testing is up to date and 2) where CCSD payments made to Mission Country Disposal (for collection of CCSD trash) are to be found in CCSD expense reports. She was asked to submit a Public Records Request on both inquiries.

In the **Consent Agenda**, the Committee unanimously approved the December 10, 2024, regular meeting minutes with one grammatical change.

In **Regular Business**, the Committee took up the following three items:

**Review of the Second Quarter Budget Report and Staff Recommendations**

Ms. Fritz introduced the item. Ms. McDowell asked for clarification on the CARES Program and the status of the Van Gordon Street property. Mr. Hinrichsen asked for clarification on a number of items. Mr. Pierson asked for clarification on an item in the CIP list. Mr. McCann also had questions. All items were reviewed by Ms. Fritz.

Mr. Pierson moved to forward the FY 2024/25 second quarter budget report and recommend that the Board of Directors receive and file it.

Mr. Hinrichsen seconded the motion.

The motion passed 5-0.

**Discussion and Consideration of Updated Budget Policy, Overhead Allocation**

Mr. Pierson moved to forward the updated Budget Policy to the Board of Directors recommending approval with the following added sentence in item G (regarding allocation of property tax and other income): “The additional revenues to the General Fund shall be budgeted and used on an annual basis at the discretion of the Board of Directors.”

Mr. Hinrichsen seconded the motion.

The motion passed 5-0.

**Discussion Regarding the Cambria Veterans’ Hall CIP list.**

Mr. Aguirre updated the estimates on a number of the items on the list.

Item 13. Flooring	\$50,000
Item 18. Reroof the Dining Room and Kitchen	\$25,000
Item 20. Kitchen remodel	\$70,000
Item 21. Bathroom Remodel	\$35,000

Mr. Pierson moved to recommend that the new Finance Committee consider forming ad hoc committees to address the use of the Hall, the budget for needed renovation, and grant opportunities to fund the work needed.

Mr. Hinrichsen seconded the motion.

The motion passed 4-1 with Ms. McDowell voting No.

There were no **Future Agenda Items** requested.

Chairman Gray **adjourned** the meeting at 11:46 a.m.

## **PROS Committee Report for the February 13, 2025 CCSD Board Meeting**

The CCSD Parks, Recreation and Open Space (PROS) Committee held a meeting Thursday January 16, 2025, 1:00-1:58 PM, in person at the Vets Hall and via Zoom. We had a quorum, with all Committee Members present: Juli Amodei, Jim Bahringer, Steve Kniffen, Shannon Sutherland and Jeff Wilson. PROS Committee Chair Thomas presided over the meeting. The previous meeting scheduled December 17, 2024 was cancelled due to lack of a quorum.

Staff was represented by GM Matthew McElhenie and F&R Manager David Aguirre.

Public Present: Laura Schwartz and Matt Jaffe. Director Harry Farmer attended for a portion of the meeting. On Zoom, County Parks and Recreation Commission District 2 Commissioner Ron Roach, and Crosby Schwartz attended for a portion of the meeting.

**Chair Report**, Chair Thomas reported on the results of the public hearing this morning. Since this is the last meeting of the 2023-2024 term, Chair Thomas said a few words in appreciation of the volunteers who have dedicated their time in service to our community, and we celebrated with sandwiches from the Cookie Crock Market, and an Olallieberry cake from Linn's.

- Shannon Sutherland, and Jeff Wilson have applied for the next term.
- Juli Amodei, Steve Kniffen, and Jim Bahringer have not applied for the next term.

Chair Thomas reported that we have received applications from Mark Glanzman, Matt Jaffe and Gary Stephenson to serve on the 2025-2026 term. Appointments will be discussed and considered at the February 13 CCSD Board meeting.

**In Agenda Review**, Chair Thomas reported that this agenda is identical to the December 17 meeting that we cancelled.

**Public Comment Not on the Agenda**, 1:06 PM,

- Matt Jaffe, who has submitted an application to serve on the PROS Committee, introduced himself and provided a bit of background.
- Laura Schwartz expressed appreciation for F&R Manager David Aguirre for recent well managed tree removal in Fern Canyon.

**Reports from Affiliated Community Groups**, starting 1:09 PM:

**County Parks and Recreation Commission**, District 2 Commissioner Ron Roach was on Zoom, but we were unable to hear due to audio malfunction on one end or the other. Apologies.

**Forest Committee**, Laura Swartz reported that the weeding guide is close to sending to the printers, they will be promoting the Forest Committee at the Earth Day celebration, and reminded listeners how much we should appreciate the Monterey Pine trees which are so effective in condensing moisture from the marine layer.

**Reports & Project Updates:**

**Facilities & Resources Manager's Report**, 1:15 PM, David Aguirre reported on:

- Recent debris cleanup, making effective use having over 100 hours on the chipper.
- Reports of visitors letting dogs loose, killing rabbits on Fiscalini Ranch Preserve.
- Some reports of foraging on Fiscalini Ranch Preserve.
- Cleanup of homeless encampments.
- Challenges and plans for maintaining the trash receptacles in town.

**Skatepark Project Update Report**, 1:20 PM, Juli Amodei and GM McElhenie reported expectations of grant approval/funding in February, working with contractors regarding potential in-kind contributions, and mock bids from Steve Chavez and Cisco Greco.

**East Ranch Community Park Restroom Project Update**, 1:26 PM, GM McElhenie reported the current forecast is for delivery and placement Tuesday February 4. In response to questions, the GM confirmed that the restroom will be delivered with a 48 inch concrete skirt, and pouring of ADA accessible concrete pathways will follow delivery.

**In the Consent Agenda**, 1:29 PM, the committee approved the November 19, 2024 Minutes.

**Regular Business:**

**Update on Draft Community Park Phase 3 Plan Engagement Sessions**, starting at 1:29 PM, the Community Park Plan Ad Hoc Committee, Shannon Sutherland and Jeff Wilson, discussed the results from community engagement, with very high interest and favorability on all of the components included in the Phase 3 Plan. The PROS Committee voted unanimously to present this updated Community Park Phase 3 Plan to the Board of Directors.

**PROS Goals Progress Report**, starting at 1:51 PM, Vice Chair Sutherland led the discussion updating the PROS Goals Progress Report.

The next PROS Committee Regular Meeting is scheduled Thursday February 20, 2025, 1:00 PM.

Respectfully submitted,

Michael Thomas, CCSD Director and PROS Committee Chair



## **Resources and Infrastructure Committee Report for February 13, 2025 CCSD Meeting**

The regular meeting of the Resources and Infrastructure Committee was held on Monday January 13, 2025, in person at the Veterans Memorial Hall and via Zoom.

### **Opening (Time 2:00 pm)**

The meeting was called to order at 2:00pm by Chair Dean. A quorum was established.

Committee Members present were Chair Karen Dean, Vice Chair Steven Siebuhr, Secretary Derrick Williams, and Committee Members Mark Meeks, Jim Webb, and Dennis Dudzik.

Staff present were General Manager Matthew McElhenie, Confidential Administrative Assistant Haley Dodson, Program Manager Tristan Reaper, Water Systems Supervisor Cody Meeks, and Administrative Technician Eric Johnson (remote).

Others present were Director Harry Farmer (remote), public members Allan Dean, Jim Grimaud, Elizabeth Bettenhausen (remote), Tina Dickason (remote), and Jeff Wilson (remote).

### **Chair Report (Time 2:01pm)**

Chair Dean reported that this will be the last meeting of the current R&I Committee members two year term. The new two year term takes effect February 2025. The Board will be appointing Standing Committee members for the 2025/2026 term at the February 13 Board of Directors Meeting. All current R&I Committee members have indicated they will be applying to continue on the R&I Committee with the exception of Derrick Williams. Mr Williams was thanked for his excellent contributions to the Committee. The key items from the November and December 2024 and January 2025 Board of Directors meetings were summarized. It was noted that the 2024 Year End CCSD Report was available on the CCSD website, the Policy Committee has been disbanded and a new Standing Committee for Fire Protection is being formed, that Grace Environmental Services was awarded the contract for the installation of the AMI upgrades, and that Director Debra Scott has been elected CCSD Board President with Director Michael Thomas elected as CCSD Board Vice President.

### **Ad Hoc Subcommittee Reports (Time 2:07 pm)**

There were no reports.

### **Committee Member Communications (Time 2:07 pm)**

There were none.

### **Utilities Department Report (Time 2:09pm)**

Water Systems Superintendent Cody Meeks reported on water department updates.

- Fire Hydrant hit and run at Pierce and Pineridge
- Upcoming installation of a water meter for the Historical Santa Rosa Schoolhouse
- Damaged water line on Sandown due to digging.
- PG&E power loss impacted communication from the well field's turbidity meter
- District met with SLO County Air Control District for compliance review
- A second leak was reported on Pinewood

Program Manager Tristan Reaper gave the wastewater department and other project updates:

- A new operator is being trained in the wastewater department

- A large air leak at the plant caused blowers to shut off for approximately. 8 hours. The leak was fixed and regulators notified.
- The North Coast Advisory Council met with District staff to tour the Stuart St tank site
- Staff is meeting with County Planning to determine if a CDP is needed for lift station B4
- The District has selected a contractor for AMI meter installation. 3,500 AMI endpoints will be installed under this contract. Installation will be done a street at a time.
- The pad for the East Ranch restroom has been prepared, the restroom should arrive in February
- District is replacing two fuel tanks, one at the rodeo grounds and the other at the fire station.

Chair Dean stated several members of the public expressed concern regarding their Flume devices with the upcoming AMI installations. Water Systems Supervisor Meeks stated that the Flumes will continue to work and would not be removed.

Committee Member Dudzik asked if there had been any recent meeting with the SLO County Flood Control District regarding flood management. Chair Dean reported that Utilities Manager Green had spoken with the SLO County Flood Control District and SLO County will look into and handle any flood issues.

*Public Comment:* No public comment on the above items.

**Public Comment: Items not on the Agenda (Time 2:28pm)**

No public comment

**Consent Agenda (Time 2:28pm)**

**Consideration to Approve the November 4, 2024 Meeting Minutes**

Committee Member Mark Meeks pointed out that in the public comment section, the words “but deployed” should read “be deployed”. Committee Member Meeks moved to approve the minutes with the recommended correction, motion was seconded by Committee Member Jim Webb. Motion passed with 5-Ayes.

**Regular Business**

**4.A. Discussion and Consideration for a Contract with ASTERRA Satellite Leak Protection Services for Water and Wastewater Departments and Consider Forwarding a Recommendation to the CCSD Board of Directors (Time 2:30pm)**

The Committee received a detail presentation from Asterra’s representative Matias Rodriquez during our November 4, 2024 R&I Meeting. It had been requested by members of the public and the Committee that Staff look into other providers for this type of service. Water Systems Superintendent Cody Meeks reported that two additional firms were contacted to obtain bids on satellite leak detection systems, but neither firm responded. The proposal from Asterra for two years of leak detection for both water and wastewater was approximately \$101,000. Committee Member Mark Meeks asked if the District has an estimate of water loss that could be used for a cost/benefit analysis when presenting this proposal to the Board. Program Manager Reaper stated that the 2023 water loss analysis was recently completed. Committee Member Dudzik suggested the recommendation to the Board also include a list of other agencies that use this technology.

Committee Member Mark Meeks moved to forward a recommendation for the Asterra contract to the Board of Directors with the additional suggested information, motion was seconded by Committee Member Derrik Williams. Motion passed with 5-Ayes

*Public Comment:* There was no public comment on this item

#### **4.B. Receive and Discuss Information Regarding a Proposed Instream Flow Study for Santa Rosa Creek (Time 2:41pm)**

Program Manager Reaper reported that the District would like to conduct an Instream Flow Study for Santa Rosa Creek, similar to what the District has been conducting for the San Simeon Creek basin. This would provide a baseline for how the District's pumping might or might not impact Santa Rosa Creek. The District does not have a cost proposal for this study from Stillwater Sciences yet, but the San Simeon study cost approximately \$150,000.

Committee Member Dudzik asked if there are objectives other than what were included in the San Simeon Creek basin study, and also pointed out that the District owns land adjacent to Santa Rosa Creek in the East Ranch area and any changes to Santa Rosa Creek for flood control could impact the environmental benefits of the creek. Program Manager Reaper stated that many of the objectives from the San Simeon Creek basin study would carry over to the Santa Rosa Creek study. General Manager McElhenie said that the goal of this study is to show that our pumping from Santa Rosa Creek basin is not impacting sensitive habitat. Committee Member Mark Meeks asks how much similarity is there between the hydrology of the San Simeon Creek basin and the Santa Rosa Creek basin. Program Manager Reaper stated that a significant difference is that the District recharges water in the San Simeon Creek basin, but not into the Santa Rosa Creek basin.

#### *Public Comment*

Ms Dickason pointed out that this report does not name a contractor, only an estimated cost. Chair Dean pointed out that this is an informational item, and the full proposal and discussion will come to the Committee at an upcoming meeting.

#### **5. Future Agenda Items (Time 2:58pm)**

Chair Dean asked for future agenda items.

- Proposal from Stillwater Sciences for Santa Rosa Creek Streamflow Study
- Review of CIP list and any department head proposals (March)
- Update on SR 4 well tank repair
- Update on Stuart St Tank Replacement Project
- SST Wastewater Treatment Plant Project update
- Potential field trip for committee members to tour WRF
- Potential field trip for committee members to tour WWTP, and view an AMI endpoint installation
- Appointment of R&I Vice Chair and Secretary for 2025

#### **6. Adjournment**

Chair Dean adjourned the meeting at 3:04 pm

Respectfully submitted,

CCSD Director Karen Dean, Resources & Infrastructure Committee Chair

## NCAC January 15, 2025 Meeting Summary for the CCSD Board of Directors

The North Coast Advisory Council meeting scheduled November 20, 2024 was cancelled, and as is customary, did not have a December meeting. The NCAC held a meeting January 15, 2025, 6:00-8:37 PM via Zoom. This report summarizes some of the more salient points discussed. For the convenience of those watching the recorded meetings on [YouTube](#), approximate start times are noted at several points in this report. But caution on the timing, the recording started 16 minutes prior to the 6:00 PM start of the meeting, so add approximately 16 minutes to the timing I have noted. For further detail, please visit the NCAC website:

- Agendas with written reports: <https://www.ncacslo.org/meeting-agendas>.
- Minutes: <https://www.ncacslo.org/minutes-of-meetings>.

CCSD staff and Directors in attendance: GM Matthew McElhenie, Director Karen Dean.

The NCAC voted in **Christina Galloway** as **the new NCAC Chair**. Brian Glusovich will continue as Area 6 Representative.

### Public/Council Comment, 6:04 PM

Ted Key reported on recent developments with offshore wind projects, providing an update on Equinor, said the fishing community is assessing the damage, and provided a reminder about the Saturday, January 18, 12 noon protest by Morro Rock.

### County and Local Agency Reports:

**Law Enforcement Statistics, 6:09 PM Commander Hank Abbas**, provided a written report and discussed the statistics.

- Kudos from Cecilia Montalvo regarding excellent phone response on a recent mental health challenge
- Jeff Bloom asked whether there were incidents associated with the Cambria Christmas Market light show. None that Commander Abbas is aware of.

**County Supervisor Bruce Gibson's Legislative Assistant, Blake Fixler** provided an oral report, starting at 6:17 PM

- For fire related emergencies, [ReadySLO.org](https://www.ready.slo.org) should be our 1<sup>st</sup> stop.
- Former Atascadero Mayor Heather Moreno replaced 5<sup>th</sup> District Supervisor Debbie Arnold who chose not to run for a 4<sup>th</sup> term.
- Due to State & County budget limitations, reviewing/assessing departments for efficiency.
- The Board of Supervisors approved the revision/ realignment of the Bob Jones Trail.
- Authorized a behavioral health grant for a Paso Roble facility.

### Q&A: 6:22 PM

- Kermit Johansson asked about support for SLOCoG. Blake Fixler stated they already submitted a letter.
- Cecilia Montalvo asked about the priorities: Blake Fixler stated the BoS is scheduled to discuss priorities on February 2.
- Kermit Johansson asked about a Cambria representative for Capital Improvement Projects: Blake Fixler suggested starting with Public Works.

**NCAC Land Use Committee (LUC) Report**, Jeff Kwasny provided a written report and discussed each project, starting around 6:28 PM. Here is a summary, more details in the LUC Report.

- C-DRC2024-00037, 430 Warwick Street: Request for a Minor Use Permit/Coastal Development permit by Chris and Tamara Corbet for demolition of an existing residence and construction of a new residence. The LUC had no objections. Unanimous approval.
- Discussion about proposed vacation of a portion of public right-of-way at 499 Drake Street, at the corner of Madison Street. County Public Works has determined this portion of RoW is "unnecessary for

present or prospective public use”. Kermit Johansson wants to have a look regarding potential for pedestrian access.

- C-DRC2024-00038 Stuart Street Tanks Replacement, Request by the CCSD for a Minor Use Permit/Coastal Development permit to allow for the demolition and replacement of 2 existing water storage tanks. The LUC has no objections, requesting a hedge along Richard Street, unanimous approval.
- 6:45 PM, N-DRC2024-00049, 319 Lampton Street: Request for a Minor Use Permit by Ray Ramirez and Shelly Coffey to allow for the construction of a 2,304 square-foot 2 story single-family residence with an attached 300 square-foot garage and the conversion of the existing 542 square-foot single-family residence to a guest house/art studio. Discussion centered around driveway configuration. Unanimous approval, with the condition that the driveway issue be addressed.
- UPDATE ON: C-DRC2023-00060 Przybyslawski MUP/CDP the “Leopold House” at 2675 Sherwood Drive: Request for replacement of an existing, non-conforming residence with a new 2-story 2,419 sq. ft. single family 3-bathroom residence with 1-car garage. On April 17, 2024 the NCAC approved LUC recommendations to prepare a visual analysis and replace at a 1:1 ratio any Monterey cypress trees removed. On November 1, 2024, the Planning Department rejected the NCAC requests. On November 13, 2024, the Land Use Committee on behalf of the NCAC filed an appeal. The appeal hearing is currently on the docket for June 3, 2025.

**Planning Liaison Ana Luvera**, starting at 7:01 PM, discussed several projects that will be coming to the NCAC in the future.

**Cambria Pines Affordable Apartments Project Presentation** by Courtney Long and Katherine Aguilar, with Peoples Self Help Housing, starting at 7:07 PM. This unit is designed to provide a total of 33 apartments, four 1-bedroom units, nineteen 2-bedroom units, and ten 3-bedroom units. The county issued building and grading permits November 2024, continuing to work on funding, anticipating the start of construction December 2025.

Following a 10 minute break from 7:24-7:34 PM, Director Thomas presented the **CCSD Liaison Report**, and discussed key highlights.

**CCSD Fire Chief Burkey** presented an oral report, starting 7:39 PM, provided the statistics, reported we have a new Captain and Firefighter, and discussed updates to the evacuation assistance program on the website.

**Q&A:** starting 7:44 PM

- Kristine Fox asked about an evacuation plan the Pine Knolls neighborhood, considering proximity to Covell Ranch and limited egress options. A healthy discussion ensued.
- The GM and Fire Chief stated they will be holding a series of community meetings at the Vets Hall to address localized neighborhood informational sessions, looking for community leaders for each neighborhood.
- Kris Fox reminded us that the CambriaCA is always available, with distribution to roughly 1/3 of the Cambria community.
- The GM explained that Cambria has a very different climate and fire risk than the LA basin. The rate of spread would be very different. Municipal code revisions slash editions are under consideration to enable the CCSD to set defensible space requirement on developed parcels.
- Discussions regarding multiple agency pre-planning and the unified command system for response and major emergencies.
- Around 8:12 PM, Chief Burkey wrapped up the discussion with the key take away: **plan now, don’t wait.**

**Cambria Fire Safe Focus Group:** Dave Pierson Provided a written report and discussed highlights, 8:14 PM,

- SLO Fire Safe Council met today, controlled burns for the piles at Rancho Marino will be scheduled when the conditions are right.
- Goats in Strawberry Canyon for vegetation management.
- The FAIR plan, with \$3b in reserves, looks to be in trouble. Reinsurers will have to back them up, but assessments could be authorized to recoup the losses.
- Expecting insurers to return to CA because the new regulations allow cost recovery, so premiums will be going up, but likely not as high as the FAIR plan.
- The Fire Safe Focus Group will hold a special “Thank our Firefighters” event at Hearst Ranch May 3<sup>rd</sup>. Tickets are available at [My805tix.com/e/firefighters](https://my805tix.com/e/firefighters).

**Traffic/Transportation Report**, Kermit Johansson shared info on a Caltrans grant application for Cambria/San Simeon area roads and trails. 8:22 PM

CCSD General Manager McElhenie provided an overview and answered questions related to the **Solid Waste Disposal Rate Increases**, 8:31 PM,

The next NCAC Meeting will be February 19, 2025, at 6:00 PM via Zoom.

Respectfully submitted, Michael Thomas, CCSD Board of Directors

## **Cambria Forest Committee January 17th, 2025 monthly meeting summary**

The meeting was called to order by Chair Crosby Swartz at 10:05 AM. Also in attendance were Treasurer Laura Swartz, FFRP Executive Director Kitty Connolly, Greenspace Executive Director Karin Argano, Upper Salinas-Las Tablas RCD Program Manager Spencer Gordon, NCAC Chair Christina Galloway, and CCSD Board Director and CFC liaison Harry Farmer.

Under Public and Director comments, CCSD Board Director Farmer commented on the very dry conditions on one of his favorite trails on the Fiscalini Ranch Preserve, and how the ferns that were flourishing a month ago were now dead or dying. Laura then suggested Harry go hiking in Fern Canyon, where the ferns are doing quite well. Ms Connolly then made the observation that the ferns were dormant rather than dead.

Regarding the minutes from the December 13th monthly meeting, Crosby recommended that everyone read Director Farmer's liaison report in the December 12th CCSD Agenda packet.

Laura requested a booth spot at the annual Greenspace Earth Day celebration at the Greenspace Reserve in April. Ms Argano replied that if everyone returned from last year there would be no booth space available, and that last year was the largest participation they'd ever had. However, she offered if need be to share the Greenspace table with the Forest Committee, a very thoughtful gesture.

Treasurer Swartz then reported the CFC has \$2943.72 in their account, and that \$500 is grant money committed to the Invasive Weed Guide that will likely cost about \$2,000.

Under Agenda item Organizational Reports, FFRP Executive Director Connolly began by informing us that the next crop of trees that are germinating are doing well. Also, two docent walks will be taking place this month for the enjoyment and education of residents and visitors alike. At the Annual and January monthly meeting on January 25th, Keith Seydel and Annika Keely will be installed as Board members, a real commitment to the restoration efforts on the Ranch. FFRP still has 1000 plants being grown at the Santa Barbara Botanical Gardens that hopefully will be planted come Fall. Also, she reminded us it's the 25th Anniversary of the Friends of the Fiscalini Ranch Preserve, quite an accomplishment.

Greenspace Executive Director Argano informed us the organization would be having their Annual meeting on January 25th, reinforcing their vision for Cambria, as well as their Strategic Plan for the next five years, with the immediate focus on Strawberry Canyon. It's hoped the goats will be returning to the Canyon in early Spring to remove weeds and other unwanted vegetation. There's also going to be a "fabulous!" Chinese New Year Celebration on Sunday, January 26th at the Temple on Center St featuring the Cal Poly Lion Dancers. Also, John Seed will be presenting a lecture on the early Chinese influence in San Luis Obispo County. GS is also continuing their Speaker Series, this time featuring Sophia Barwen, Community Coordinator at the Discovery Center in San Simeon. Her presentation will be a "deep dive" into the Monterey Bay Marine Sanctuary, including several dozens of photographs to enhance the experience, even taking a trip into an "octopuses's garden", a unique experience to be sure. The event will be on Sunday, February 2nd at 4PM at the Unitarian Universalist Church on Arlington St. in addition, the 1,000 trees planted at the State Park area around Thanksgiving are looking good. Plus, some test plots will be happening where trees have been planted the past four years to get some understory going, a move forward to be sure. Brian Keely will be coordinating this effort. A tree survey will also be taking place in the area to see what has been successful and what hasn't. Basically though, the Monterey Pine trees are "dong fantastic!"

US-LT RCD Project Manager Spencer Gordon then provided a detailed report, starting with an update on progress on the fuel reduction project on Rancho Marino. About 400 piles have been established. He is creating a burn plan, plus having a management plan accepted through the Air Pollution Control District, as well as a burn permit through Cal Fire. This all hinges on weather conditions, and if there will be significant

enough rain to do so. The Firestorm folks will be conducting the burns. He's spreading the word through CambriaCa that this will be happening. If it's too dry, the project will have to wait until 2026.

Laura then inquired as to the availability of respirators, especially when these burns take place and folks in the community are affected by the smoke. Spencer stated folks would be affected, but if the smoke exceeded certain thresholds the fires would be extinguished. He doesn't have any specific information on respirators, but he could speak with the APCD on this issue. A short discussion then took place on this matter, including what would happen if a wildfire took place and breathing was affected, and what would be needed in an emergency kit. Spencer said he would look into this further.

He then spoke to the forming of a local representative of the Prescribed Burn Associations, which are groups or committees that address prescribed fire burning but are not associated with Cal Fire or other agencies. Apparently there's encouragement by the State to increase the pace and scale of good fire practices. He informed us there's an organization in the Monterey/Santa Cruz area doing great work, especially restoration ecology through fire, and he would be hoping to create such an organization in SLO County. This will be a somewhat lengthy process, and he will be trying to work with local tribal groups to incorporate indigenous practices into the project. Also, folks need to be certified to do this type of work through a series of trainings, which Spencer has already done.

These types of fires need to be permitted through Cal Fire. Spencer also mentioned that US-LT RCD is working closely with the California Coastal Commission (CCC) on a specific PSA (Project Specific Analysis), hoping to provide a complete description by August 2025. The RCD Board will be meeting sometime between April through June to provide more information to the public. Following up on a query by Kitty Connolly, Spencer confirmed that this Regional PSA is under a Wildfire Prevention Cal Fire Grant, the same grant being used to fund the project at Rancho Marino. At this point Christina Galloway introduced herself, requesting a bit more information on the process Spencer was describing. He then provided a brief description of the California Vegetation Treatment Program (CALVTP) initiated in 2019, the focus of which is addressing forest health through fuel reduction and restoration ecology, with a main goal of making the permitting process more efficient. He mentioned there is still a rigorous environmental review done through the California Coastal Act.

The first effort of this type initiated in Cambria was on the Covell Ranch that began in 2021. Crosby then clarified the fact that while the US-LT RCD has a Public Works Plan (PWP) that has been approved by the CCC, the Coastal Commission still has the authority to provide final approval on any Treatment Program, making sure it is consistent with the PWP. Crosby also mentioned the US-LT RCD has a great web site that provides an abundance of information to enhance public awareness and understanding of environmental issues under their purview. Karin Argano from Greenspace then thanked Spencer, stating how awesome it is that projects being done on the Fiscalini Ranch Preserve through FFRP as well as Greenspace efforts such as Strawberry Canyon were all under one umbrella, simplifying the approval process while responsibly allowing projects to take place.

Under New Business, Crosby provided links to a couple of articles, the first regarding the catastrophic fires in Southern California, and another relating to Fog Catching. He then suggested that anyone who also found articles of importance on these or other CFC topics to bring them to the attention of everyone attending the meeting. Crosby also remarked on how much more concerned folks may be regarding the potential for fire on our area, but also adding it was due to the high winds that limited fire fighting efforts in the Los Angeles area that made circumstances even more severe. Crosby then read a very pertinent written comment by CFC Board member Julie Jorgensen, who was not able to attend the meeting in person. She passionately expressed her concern that, due to the current fires, the public could become accepting of the idea that just removing trees and understory would resolve the wildfire problem, as opposed to a more practical and realistic well rounded approach to fire prevention. Crosby remarked that the fires in some areas of So Cal were more urban fires than anything else. Kitty then mentioned an article today in the LA Times regarding home hardening. A number of



comments were made by attendees on the issues mentioned above, including Karin and Kitty highlighting the efforts of the County Fire Safe Council and our local Fire Safe Focus Group.

Crosby then spoke to the subject of Fog Catchers, and the natural gathering of moisture in preventing fire. Many countries have encouraged this process, as has Greenspace founder Rick Hawley here in Cambria. And while certain devices are being utilized to gather more moisture, we're fortunate here in Cambria to have an abundance of trees, especially Monterey Pine, where the pine needles are natural fog catchers.

Under Old Business, the revised edition of the Cambria Weed Guide is now at the printers. Some last minute items are being ironed out before giving the approval to ASAP Reprographics to begin the printing either today or next week. The Guide itself is very involved, with detailed information and photos, so it's important that everything is done right.

Laura then brought up her ongoing involvement with the Parks, Recreation and Open Space Committee (PROS). While she admires the passion with which the members of the committee address recreational activities and parks, she wants to make sure the "O", meaning Open Space, is approached with equal vigor and not overlooked, and to pay as much attention to nature and the natural world which helps make Cambria so very special. Both Ms Galloway and liaison Farmer enthusiastically contributed to this conversation as to the value of the beauty of nature, and our approach to the environment versus development.

The meeting ended at 11:10 AM.

The next Cambria Forest Committee meeting is scheduled for Friday, February 14th, 2025 at 10AM via Zoom

This summary written and submitted by CCSD Director and CFC liaison Harry Farmer.

## Friends of the Fiscalini Ranch Preserve Annual Meeting Summary

The Annual meeting was called to order by Chair Dianne Anderson at 10:02 AM. Also in attendance were Vice Chair Tom Loganbill, Secretary John Nixon, Treasurer Mary Maher, Executive Director Kitty Connolly, assistant to the Executive Director Barbara Beuche, and Board members Bob Detweiler, Cathleen Campe, Marvin Josephson, Shari Robasciotti, Jose Luis Sanchez, Rusty Burns, Annika Keeley, Keith Seydel, and CCSD Board Director and FFRP liaison Harry Farmer.

As the Board now has two new members, Annika Keely and Keith Seydel, a brief introduction by all present took place for about 10 minutes. A sense of uplift was apparent in the room during this time. A motion was then made by Tom Loganbill to approve the minutes from the January 20th, 2024 Annual meeting, with a second by Bob Detweiler, and unanimous approval by the Board.

Nominations and Elections for Fiscal Year 2025 Directors and Officers then took place. Directors up for reelection were Tom Loganbill, John Nixon and Mary Maher. A silent ballot confirmed their reelection. A motion to reelect Chair Dianne Anderson, Vice Chair Loganbill, Secretary Nixon, and Treasurer Maher was made by Rusty Burns, with a second by Cathleen Campe. Unanimous approval was voted by the Board.

At this point highly talented local artist and potter Patty Griffith enthusiastically presented a check to FFRP for over \$9,000 resulting from pottery sales she recently made at her Cambria Center for the Arts opening exhibit. Needless to say, everyone present was highly appreciative of her generosity and thoughtfulness expressed by smiles, positive comments and applause. Vice Chair Loganbill then acknowledged that Secretary John Nixon had been chosen Citizen of the Year by the Cambria Chamber of Commerce, with the award to take place at the Chamber's Annual meeting on Tuesday, February 11th.

Discussion and Adoption of FFRP 2025 Goals and Objectives was then considered. All of the Goals were briefly commented upon. Under Goal #2d, Ms Keeley asked for more detail on the reestablishment of the restoration nursery. ED Connolly stated the Goal for the year included finding a new location for the nursery which had been damaged in the storms in recent years but rebuilt since then. Mr Seydel then asked about Goal #4; Coordinate with and support the CCSD Ranch Manager to fulfill the Ranch Management Plan. ED Connolly provided an explanation, including the seeking of grant funding for Ranch projects. The head of the Ranch Committee, Marvin Josephson, talked about Ranch Management, such as the removal of weeds, ice plant and trail maintenance, and how word of mouth was bringing new volunteers to the cause. John Nixon then asked for clarification on the growing of plants for the Ranch. Ms Connolly reminded us the the Santa Barbara Botanical Garden has been growing seedlings for the Ranch, as has the Upper Salinas-Las Tablas Resource Conservation District. She also spoke to collecting seeds on the Ranch, with the hope plantings would take place November 2025.

Ms Keeley then asked about the condition of the land on the Ranch, and presented the idea of a restoration plan for the grasslands. After brief discussion she made a motion to establish a Restoration Committee to address the health of the land and plants on the Ranch, which was seconded by Cathleen Campe, unanimously approved by the Board, and added as Goal 2e.

A motion to approve the 2025 Goals and Objectives with amendment was made by Bob Detweiler, seconded by Mary Maher, and unanimously approved by the Board.

There was no Public Comment on the Goals and Objectives, and no Announcements.

A motion to adjourn the Annual meeting was made by Board member Campe, and the meeting was adjourned by Chair Anderson at 10:39 AM.

A five minute break was then taken.

## **FFRP January 25th, 2025 monthly meeting summary**

The meeting was called to order by Chair Anderson at 10:44 AM. All folks present at the Annual meeting have returned.

A motion to approve the minutes of the December 10th, 2024 monthly meeting was made by Rusty Burns, seconded by Bob Detweiler, and unanimously approved by the Board.

Under Public Comment, Harry Farmer spoke about his vehicle recently being damaged, with the driver's side window being smashed while parked on the street. He also remarked about a popular much attended dining establishment in town whose main window was broken a few days before, expressing concern about these events, and hoping this was not a trend about to occur in our wonderful community.

Under Matters for Decision, Review and Approve the 2025 Annual Budget was considered. Ms Connolly announced that income of \$10,000 for the December Songs event was reasonable in the past year. General Ranch projects were commented upon by Chair Anderson and ED Connolly. Ms Keeley then asked about plants for restoration. Ms Connolly stated the second nearest restoration nursery was up north in Santa Cruz. Further addressing funding for forest health, Ms Connolly said that \$7 million in wildfire grants were being spent in San Luis Obispo County.

Kitty then observed that basically the Ranch is in "really good shape" regarding concern around potential fire. When again concern around dead trees, or "snags", was voiced, Kitty stated dead trees being allowed for bird and animal habitat did not present a serious problem, and were part of overall Ranch health and well being, and the Forest Health Grant, once implemented, would address issues and concerns. Ms Connolly also spoke about how much better the FFRP office on Main St was doing, and perhaps it may be enlarged in the future.

A motion to approve the 2025 Annual budget as amended was made by Bob Detweiler, with a second by Rusty Burns, and unanimously approved by the Board.

Review and Approve 2025 Membership Levels was then considered. Chair Anderson remarked that there has been, "a steady increase in the \$100 level contributions in the last four years", therefore she did not see a reason to adjust the various membership levels, suggesting they remain the same. A motion to do so was made by Ms Robasciotti, seconded by Mr Loganbill, and unanimously approved by the Board.

Under Matters for Discussion, Executive Director Kitty Connolly began her report by stating, "2024 was a very good year" in so many ways. This includes the new Trailhead signs being designed and created by Walt Andress, which will soon be at the major entrances to the Ranch. In addition, the variety of docent walks being offered continue to be well attended by folks of all ages and backgrounds. Unfortunately, and of a quite disturbing nature, were incidents that recently took place where two pit bulls attacked and killed a rabbit on the Marine Terrace trail, plus another dog was seen eating ground squirrels. Perhaps most troubling was that the dog owners made no effort to control their animal's behaviors, needless to say most irresponsible on their part.

Treasurer Maher briefly announced that the final monies from the very generous bequests from the Ridley and Schrum estates had been received. Vice Chair Loganbill, who is in charge of statuary and plaques on the Ranch, stated that the Thomas Ridley plaque would be placed near the Barbara Harootunian plaque, and that Barbara Jean Schrum and Katherine and Sherman Starr would be given a plaque as well. Brief discussion then determined that the cutoff amount for receiving a plaque for bequests and major donations would be \$75,000.

ED Connolly resumed her report by stating activity and sales at the office on Main St are "doing really, really well", and that interestingly most people who stop by the office have never heard of the Ranch, so their visit becomes a real educational experience. Kitty then complimented new Board member Keith Seydel, Project

Manager of the Sibley Ranch, for the fine work being done to address fuel reduction and forest health on the Sibley Ranch.

Under Chairperson's Report, Ms Anderson thanked all the Board members for their fine efforts this past year. She then added that all Board members must maintain an active membership throughout the year. She added that Board meetings would take place 10 times a year, and members cannot miss more than 3 meetings a year. She stated the major accomplishment for the year has been the building of the Linking Boardwalk, mostly funded through large donations. She again expressed appreciation for what everyone has contributed, "emotional and spiritually", adding that while one cannot put a value amount on what eBoard members have contributed, it's also important to devote more time to learning something about the Ranch.

At this point Board member Detweiler expressed concern as to liability for folks that injure themselves on the Ranch, especially on the Bluff trail where erosion is getting worse. Kitty said she had talked with and walked the Ranch with CCSD Ranch Manager David Aguirre, recommending that signage been posted to warn folks of potential danger, but so far nothing has been done. She suggested that the Ranch Committee also contact David on this public safety issue, especially as he has signage to do so.

As to the renamed Development Committee, Ms Robasciotti said currently there are no projects being considered. And while Cathleen Campe, the other member of the Committee stated that "Songs for the Season" was a success, Ms Robasciotti said she was unsure as to how to measure success. Chair Anderson then suggested she meet with the Committee to discuss their concerns.

Regarding the Education Committee, Kitty said that Suzanne Feidler is "doing a stellar job", and that Coast Union High School has started an environmental class. However, Leffingwell HS for exceptional students currently has only one attendee and is being put, "on pause".

Treasurer Maher then provided her Finance Report, remarking that 2024 was, "a very good year financially", that she was thankful for the many donations that ultimately helped cover the cost of the Linking Boardwalk, especially that in the recent past monies had been taken from the Endowment Fund to finance the Boardwalk.

As to the Ranch Committee Report, Marvin Josephson said it was a slow December due to so many folks being out of town, but that starting next week the exceptional volunteer crew would begin removing mustard.

At this point Chair Anderson thanked everyone for their participation, and the meeting was adjourned at 11:51AM. This was followed by lunch and some warm hearted social time enjoyed and appreciated by everyone.

The next FFRP monthly meeting will be Tuesday, March 11th at 4PM at the Cambria Center for the Arts Green Room.

This summary written and submitted by CCSD Board Director and FFRP liaison Harry Farmer.