

## CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **5.F.**

FROM: Jerry Gruber, General Manager

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Meeting Date: March 22, 2018      Subject: DISCUSSION AND CONSIDERATION  
OF PROPOSED 2018 GENERAL  
MANAGER GOALS

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### **RECOMMENDATION:**

It is recommended that the Board of Directors consider the proposed 2018 General Manager goals.

### **FISCAL IMPACT:**

The cost of the Goals has been incorporated into the Fiscal Year 2017/2018 Budget and will also be included into the Budgeting Process and Fiscal Year 2018/2019 Budget.

### **DISCUSSION:**

At the January 18, 2018 Regular Board meeting, I presented a detailed list of goals for each department for the CCSD. The CCSD Board of Directors provided me guidance and suggested that I meet with every department manager and supervisor and narrow down the scope of their goals to four primary goals. Per Board direction, I have met with each department manager and supervisor and have accomplished this task.

The CCSD Board also requested that I formulate my own goals as General Manager and that they not exceed four or five. The Board indicated that my goals should be specific, measurable, attainable and relevant. With the guidance and direction that I have received from the CCSD Board of Directors, I respectfully submit my goals for the remainder of Fiscal Year 2017/2018 and Fiscal Year 2018/2019.

#### General Manager's Goals:

1. Ensure that the Sustainable Water Facility is fully operational and ready to start when needed, to include brine disposal alternatives and the necessary permitting in place to meet the water supply needs for the community of Cambria. I have been working with Bob Gresens on a comprehensive status report as part of the agenda. Staff will be providing the Board of Directors with a detailed timeline for startup of the Sustainable Water Facility.
2. Complete Water and Wastewater Rate Study and Ten Year Financial Plan. Please see the attached timeline to include the Proposition 218 process.
3. Completely revamp and develop a Budget for Fiscal year 2018/2019 that significantly enhances transparency and promotes accountability. Continue to develop the Budget as part of Fiscal Year 2019/2020 that will enable the CCSD to seek and obtain the

distinguished Budget Award through the Government Finance Officers Association. Please see the attached Budget Calendar for Fiscal Year 2018/2019.

4. Fully implement Tyler Technologies Financial and Personnel Management Software. Please see the attached timeline regarding full implementation.
5. Be the face of the CCSD within the Community of Cambria. I will be attending at least 2 Public, Civic and or Private meetings per month in addition to my normal duties as General Manager. I attended the Chamber of Commerce Mixer on Wednesday, March 14, 2018. I am scheduled to speak at the American Legion as their guest speaker on April 4, 2018. I will be speaking to the Realtors Association on April 12, 2018. I will be reaching out to the Cambria Lion's Club and other civic groups soon and scheduling time to speak with them. I have calendared the dates and meeting times for the Fire Safe Focus Group, Friends of the Fiscalini Ranch Preserve, NCAC, Cambria Health Care District, Coast Union School District, San Simeon CSD, Cambria Tourism Board and the Cambria Forest Committee, and will monitor agendas and periodically attend these meetings.

Attachments: Water & Wastewater Rate Study/Ten Year Financial Plan/Proposition 218  
Process Timeline  
CCSD Proposed Budget Calendar Fiscal Year 2018/2019  
Tyler Technologies Financial Incode 10 Implementation Timeline  
Utility Billing V.X. Implementation Timeline

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BOARD ACTION: Date \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

UNANIMOUS \_\_\_RICE \_\_\_BAHRINGER\_\_\_FARMER \_\_\_WHARTON\_\_\_PIERSON\_\_\_