



Agenda

San Miguel Community Services District

BOARD OF DIRECTORS

John Green, President
Anthony Kalvans, Director

Larry Reuck, Vice President
Gib Buckman, Director

Joseph Parent, Director

THURSDAY, OCTOBER 26, 2017 6:30 P.M. closed session 7:00 P.M. opened session BOARD OF DIRECTORS SPECIAL MEETING AGENDA

**SMCSD Boardroom
1150 Mission St.
San Miguel, CA 93451**

Cell Phones: As a courtesy to others, please silence your cell phone or pager during the meeting and engage in conversations outside the Boardroom.

Americans with Disabilities Act: If you need special assistance to participate in this meeting, please contact the CSD Clerk at (805) 467-3388. Notification 48 hours in advance will enable the CSD to make reasonable arrangements to ensure accessibility to this meeting. Assisted listening devices are available for the hearing impaired.

Public Comment: Please complete a "Request to Speak" form located at the podium in the boardroom in order to address the Board of Directors on any agenda item. Comments are limited to three minutes, unless you have registered your organization with CSD Clerk prior to the meeting. If you wish to speak on an item not on the agenda, you may do so under "Oral Communications." Any member of the public may address the Board of Directors on items on the Consent Calendar. Please complete a "Request to Speak" form as noted above and mark which item number you wish to address.

Meeting Schedule: Regular Board of Director meetings are generally held in the SMCSD Boardroom on the fourth Thursday of each month at 7:00 P.M. Agendas are also posted at: www.sanmiguelcsd.org

Agendas: Agenda packets are available for public inspection 72 hours prior to the scheduled meeting at the Counter/ San Miguel CSD office located at 1150 Mission St., San Miguel, during normal business hours. Any agenda-related writings or documents provided to a majority of the Board of Directors after distribution of the agenda packet are available for public inspection at the same time at the counter/ San Miguel CSD office at 1150 Mission St., San Miguel, during normal business hours.

- I. Call to Order: 6:30 PM**
- II. Pledge of Allegiance:**
- III. Roll Call:**
- IV. Adoption Regular Meeting Agenda**
- V. Public Comment and Communications (for items not on the agenda):**

Persons wishing to speak on a matter not on the agenda may be heard at this time; however, no action will be taken until placed on a future agenda. Speakers are limited to three minutes. Please complete a "Request to Speak" form and place in basket provided.

VI. ADJOURN TO CLOSED SESSION: Time: _____

A. CLOSED SESSION AGENDA:

- 1. **CONFERENCE WITH DISTRICT GENERAL COUNSEL – Existing Litigation** Pursuant to Government Code Section 54956.9 (d)(1) Case: *Steinbeck v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-265039* and Case: *Eidemiller v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-269212*
- 2. **CONFERENCE WITH DISTRICT GENERAL COUNSEL-ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to paragraph (2) subdivision (d) of Section 54956.9: (1 case)

B. RECONVENE TO OPEN SESSION: Time: _____

C. REPORT OUT OF CLOSED SESSION

- 1. Report out of Closed Session by District General Counsel

VII. Call to Order for Regular Board Meeting (estimated to be 7:00 pm) Time: _____

VIII. Public Comment and Communications:

Persons wishing to speak on a matter not on the agenda may be heard at this time; however, no action will be taken until placed on a future agenda. Speakers are limited to three minutes. Please complete a "Request to Speak" form and place in basket provided.

IX. Staff & Committee Reports – Receive & File:

Non-District Reports:

- | | |
|--|-----------|
| 1. San Luis Obispo County Sheriff | No Report |
| 2. San Luis Obispo County Board of Supervisors | No Report |
| 3. San Luis Obispo County Planning and/or Public Works | No Report |
| 4. San Miguel Area Advisory Council | No Report |
| 5. Camp Roberts—Army National Guard (LTC Kevin Bender) | No Report |

District Staff & Committee Reports:

6.	Interim General Manager	(Mr. Roberson)	Verbal
7.	District General Counsel	(Mr. White)	Verbal
8.	District Engineer	(Dr. Reely)	Report Attached
9.	Director of Utilities	(Mr Dodds)	Verbal
10.	Fire Chief	(Chief Roberson)	Report Attached

X. CONSENT ITEMS:

The items listed below are scheduled for consideration as a group and one vote. Any Director or a member of the public may request an item be withdrawn from the Consent Agenda to discuss or to change the recommended course of action. Unless an item is pulled for separate consideration by the Board, the following items are recommended for approval without further discussion.

- 1. Review and Approve Board Meeting Minutes
 - a) July 6, 2017 Special Meeting Minutes
 - b) July 27, 2017 Special Meeting Minutes

XI. BOARD ACTION ITEMS:

- 1. **Review, Discuss, Receive and File the Enumeration of Financial Report for September 2017**
 - a) Claims Detail Report 9-2017
 - b) Statement of Revenue Budget vs Actuals 9-2017
 - c) Statement of Expenditures Budget vs Actual 9-2017
 - d) Cash Report for Payrolls from 9-1-2017 to 9-30-2017

Public Comments: (Hear public comments prior to Board Action)

M_____ S_____ V_____

- 2. **Review and Discuss the 2017 Water & Wastewater Draft Masterplan as prepared by Monsoon Consulting.** PowerPoint presentation

RECOMMENDATION: Review and Discuss the 2017 draft Water Masterplan & Wastewater Master plans PowerPoint as prepared by Monsoon Consulting.

Public Comments: (Hear public comments prior to Board Action)

- 3. **Discuss and Review ideas for a new San Miguel C.S.D. Logo** (Roberson)

RECOMMENDATION: Discuss and Review ideas for new SMCS D Logo

Public Comments: (Hear public comments prior to Board Action)

XII. BOARD COMMENT:

This section is intended as an opportunity for Board members to make brief announcements, request information from staff, request future agenda item(s) and/or report on their own activities related to District business. No action is to be taken until an item is placed on a future agenda.

XIII. ADJOURNMENT

Time: _____

ATTEST:

STATE OF CALIFORNIA)
COUNTY OF SAN LUIS OBISPO) ss.
COMMUNITY OF SAN MIGUEL)

I, Tamara Parent, Board Clerk/Accounts Manager of San Miguel Community Services District, hereby certify that I caused the posting of this agenda at the SMCSO office on October 20, 2017

Date: October 20, 2017

Tamara Parent, Board Clerk/ Accounts Manager

Next Scheduled Special/Regular Board Meeting is November 16, 2017



MONSOON CONSULTANTS

P.O. Box 151 San Luis Obispo, CA 93406
(805) 476-6168 www.monsoonconsultants.com

SAN MIGUEL COMMUNITY SERVICES DISTRICT

Rob Roberson, Interim General Manager
Post Office Box 180
San Miguel, CA 93451
(805) 467-3300

BOARD OF DIRECTORS

John Green, President
Larry Reuck, Vice President
Anthony Kalvans
Gib Buckman
Joseph Parent

Re: DISTRICT ENGINEER REPORT - OCTOBER 2017

Gentlemen:

The following is a summary of the activities performed and the status of relevant issues which pertain to the duties and responsibilities of this position:

OVERVIEW

The District produced approximately 11.6 MGAL (15,514 CCF) of water during the month of September 2017. This represents an decrease of slightly less than 3% from the prior month. No major failures or unexpected major expenditures were encountered within the water, wastewater, or street lighting systems during the month.

MEETING PARTICIPATION

A brief summary of relevant issues that were discussed during meetings attended by the DE during the previous month are summarized below. (Note that routine meetings with SMCSD staff are not included):

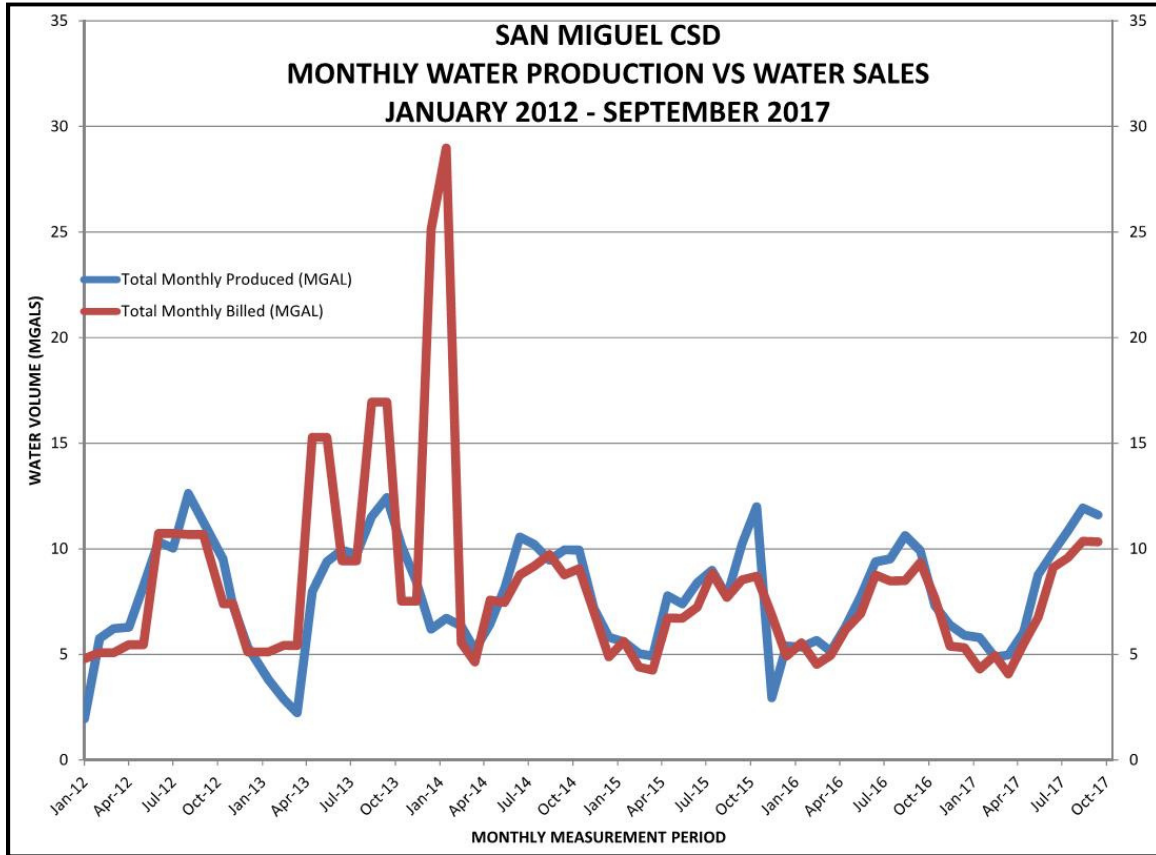
1. September 29, 2017: The DE attended a joint meeting between the Paso Robles Groundwater Basin GSA Entity Working Group and the Monterey County GSA Working Group to discuss the activities and goals of the individual groups and initiate a discussion regarding future cooperation between the two groups. The meeting was held in Greenfield.
2. October 10, 2017: The DE and Utilities Director attended the pre-construction meeting with Whitaker Construction Group, Inc. for the SLT AS Blending Line Project. Based on the schedule submitted by the contractor, they anticipate ordering the materials in October and performing the actual work in late November – December.

CIVIL ENGINEERING / HYDROLOGY

- October 18, 2017: The DE and Director Parent attending the “kick-off” meeting of the Paso Robles Groundwater Basin GSA Cooperative Committee in Paso Robles.

24-MONTH WATER PRODUCTION HISTORY

The following graph depicts the water production and sales for the proceeding 24-months.



CAPITAL IMPROVEMENT PROGRAM

The following is a summary of the principal activities that were related to the Capital Improvements Program during the previous month:

- San Lawrence Terrace Arsenic Blending Pipeline & Tank Improvements: A contract to construct this project was executed in September by both the Contractor (Whitaker Construction Group, Inc.) and the District in the amount of \$156,295. The Pre-Construction Meeting was held on October 10, 2017. Work on this project is expected to begin in late November 2017.
- San Miguel Park / “L” Street Improvements: The County’s contractor (G Sosa Construction), continues to make progress. The widening of “L” Street is complete and open. “K” Street has been permanently closed at the park. The District Utility staff has completed the replacement of approximately 500-LF of existing 6” C.I. water main replacement within “K” Street in the area of the park. The new waterline will be tied into the existing distribution system when utility staff schedule permits.

3. Waterline Replacement on 11th Street & UPRR and 10th Street & Mission: The DE is in the process of preparing plans, specifications, bidding documents and UPRR/Caltrans ROW encroachment permit applications for this project. The Utility Director and DE met with the surveyor in the field to walk the alignments and delineate the scope of the topographic survey that is required. Topographic surveying for the project should occur before the end of September. Pending receipt of the survey data, the DE anticipates completion of the project documents within 30-days.
4. Water / Wastewater System Master Plan Updates: The initial DRAFT of the Water & Wastewater Masterplan Updates has been completed. The DE will make a presentation to the board under Agenda Item IX-8 summarizing the results of the Masterplan update, including recommended future capital improvements.

DEVELOPMENT

The following is a summary of private development projects that are either in-progress or planned that staff is currently reviewing or inspecting during construction:

- a) People's Self Help (Tract 2527, formerly Mission Garden Estates): The contractor continues the installation of the underground utilities. The majority of the sanitary sewer collection system has been installed and the contractor is well underway with the installation of the water distribution system.
- b) People's Self Help (Tract 2710). This is a 24 Lot residential subdivision. Construction of water and sewer lines have been completed, tested and passed inspection. Homes are now under construction and they will be building in groups of 8 at once. The District is providing lateral inspections as needed. To date, more than 75% of the planned homes have been framed.
- c) Tract 2779 (Nino - 34 lots) – The plans and construction documents have been reviewed and approved by the District. The project has reportedly received final approval by the County. Site work was initiated in October 2017.

GROUNDWATER SUSTAINABILITY AGENCY

The initial meeting of the Paso Robles Groundwater Basin GSA Cooperative Committee was held in Paso Robles on October 25, 2017. Director Parent attended as the District's committee member. The committee members are as follows:

San Miguel CSD:	Member: Joe Parent	Alternate: Kelly Dodds
County of San Luis Obispo:	Member: John Peschong	Alternate: Debbie Arnold
City of Paso Robles:	Member: John Hamon	Alternate: Steve Martin
Heritage Ranch CSD:	Member: Reginald Cousineau	Alternate: Scott Duffield
Shandon-San Juan Water District:	Member: Willy Cunha	Alternate: Matt Turrentine

The initial responsibility of the cooperative committee will be to issue an RFP for professional engineering & hydrogeological services as required to prepare a Groundwater Sustainability Plan (GSP) for the Paso Robles Groundwater Basin. It is anticipated that the RFP will be issued in late October – early November 2017, with a professional services agreement to be awarded in November – December 2017

I would like to take this opportunity to thank each of you and District staff that will review the information contained in this report. If there are any questions or you wish to discuss, please do not hesitate to contact me.

Respectfully Submitted,

MONSOON CONSULTANTS

Blaine T. Reely

Blaine T. Reely, Ph.D., P.E.
President, Monsoon Consultants

October 20, 2017
Date



San Miguel Community Services District Board of Directors Meeting

Staff Report

Oct 26th, 2017

AGENDA ITEM: IX 10

SUBJECT: Fire Chief Report for September 2017

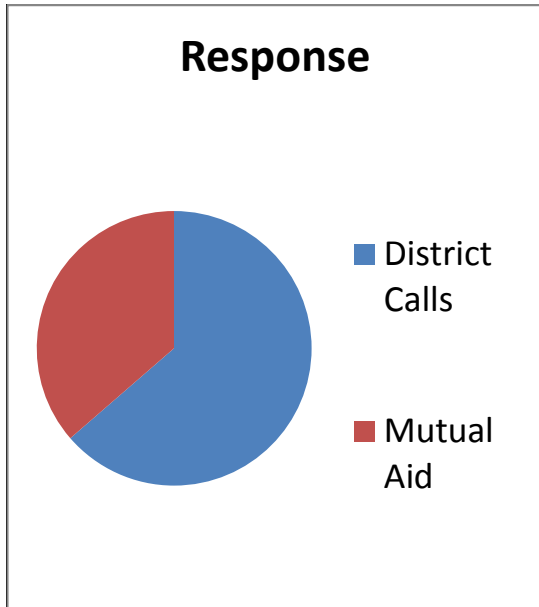
STAFF RECOMMENDATION: Receive and File Monthly Reports for the Fire Department

INCIDENT RESPONSE:

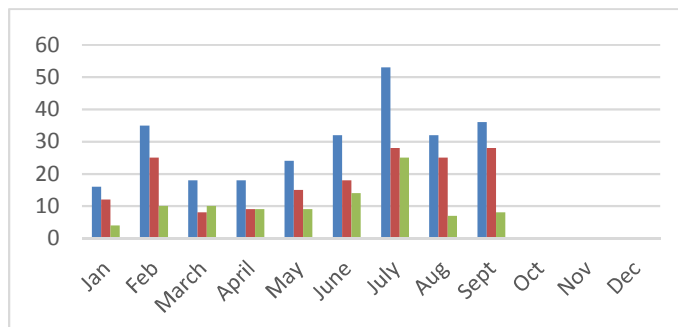
- Total Incidents for August 2017 **36**
- Average Calls for per Month in 2017 **29.3**
- Total calls for the year to date **264**

Emergency Response Man Hours in July = 95	2017 total	754
Stand-By Man Hours for May = 50		340
	Total hr.	1094

Emergency Response Man Hours = 2.6 hr. Per call for Sept	2.8 hr. Per call for the year
Stand-By Average per Call = 1.3 hr. Per call for, Sept	1.2 hr. Per call for the year



	September	YTD
District calls	28 = 77%	168 = 63.6%
Mutual aid calls	8 = 22%	96 = 36.3%
Assist Camp Roberts	0	33



Activities:

September

<u>Date</u>	<u>Subject matter</u>
5	Engine Company Operations, Hose and Ladder Operations
12	Ventilation Operations
19	Engine Company Operations / Training Prop
26	Association Meeting

October

<u>Date</u>	<u>Subject matter</u>
3	Building Search for a victim/ TIC Training
10	Victim Rescue / Rescue Systems
17	Engine Company Operations
24	Association Meeting


Information:

Prepared By:

Rob Roberson

Rob Roberson, Fire Chief

IX-10

	JAN		FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC		TOTAL		
	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	
Structure Fires	0	0	0	0	0	0	0	0	0	0	0	1	1	0	1	0	0	0	0	0	0	0	0	0	0	2	1
Veg. Fires	0	0	0	0	0	0	1	1	1	5	1	6	0	5	0	2	0	1	0	0	0	0	0	0	0	3	20
Vehicle Fires	0	0	1	0	0	1	0	0	1	1	0	2	0	0	0	1	0	0	0	0	0	0	0	0	0	2	6
Misc. Fires	2	0	0	0	1	0	1	0	0	0	0	0	1	0	3	0	0	0	0	0	0	0	0	0	0	8	0
Illegal Burning	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	2	0	0	0	0	0	0	0	0	3	0
Vehicle Accidents	1	2	2	2	0	3	2	1	0	2	1	3	0	3	0	0	1	2	0	0	0	0	0	0	0	7	20
False Alarms	0	0	2	0	0	0	0	0	1	0	0	0	0	0	2	0	3	0	0	0	0	0	0	0	0	8	2
Hazardous Condition	0	0	1	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	1
Hazardous Materials	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	0
Standby	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	4	0
Pub.Svc.Asst.	0	0	3	0	0	1	0	1	5	0	2	0	2	0	3	0	4	0	0	0	0	0	0	0	0	19	2
Medical Aids	9	2	16	8	6	5	4	6	7	1	14	2	19	17	16	4	18	5	0	0	0	0	0	0	0	109	50
Call TOTALS	12	4	25	10	8	10	9	9	15	9	18	14	28	25	25	7	28	8	0	0	0	0	0	0	0	168	96
	16		35		18		18		24		32		53		32		36		0		0		0		264		
<i>CPR</i>	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	0
Mutual Aid SLO/Mon.	4	0	8	2	10	0	9	0	8	1	14	0	24	1	6	0	0	0	0	0	0	0	0	0	0	87	
Camp Bob Asst.	1		1		3		2		3		5		16		2		0		0		0		0		33		
Average Calls Per	<i>Month</i>		22.2	<i>Day</i>		0.9	<i>SLO Co. MA</i>				83		<i>Montrey Co. MA</i>				4		<i>CPR TOTAL</i>				0				

FIRE EQUIPMENT

2017 MILEAGE / FUEL REPORT

IX-10-3

Mileage/ Fuel	January		February		March		April		May		June		Total		Avg. MPG
	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
Diesel															
E-8696	9	0	64	21.4	46	0	94	21	23	0	63	17.5	299	59.9	5.0
E-8687	0	0	15	0	15	20	82	16.1	142	19	338	64.1	592	119.2	5.0
E-8668	68	0	44	14.6	11	0	15	0	74	0	12	0	224	14.6	15.3
6 Month Total												1115	193.7	5.8	
Gas															
U-8630	647	37	300	10	388	45	191	22	156	11	176	28.54	1858	153.5	12.1
C-8600	694	26.4	466	29.6	135	19	616	20.7	600	46	673	59.5	3184	201.2	15.8
6 Month Total												5042	354.7	14.2	

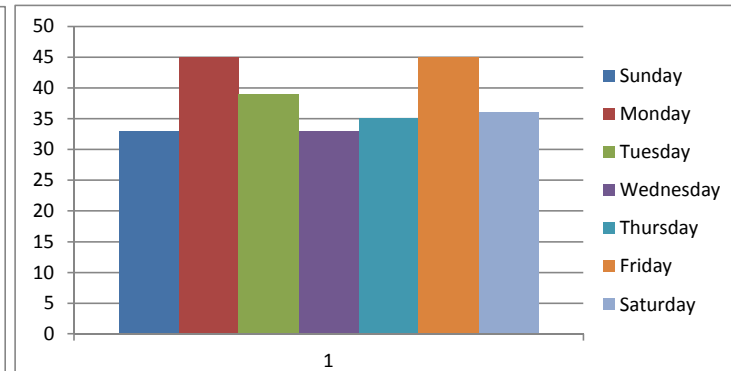
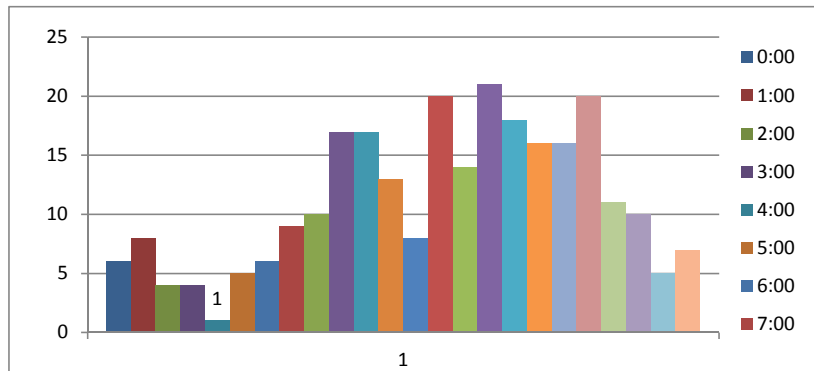
Mileage / Fuel	July		August		September		October		November		December		Total		Avg. MPG
	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
Diesel															
E-8696	9	15	75	0	20	11							403	85.9	4.8
E-8687	328	30.5	70	17	173	20							1163	186.7	5.6
E-8668	3	11	13	9	103	0							343	34.6	12.6
6 Month Total												1909	307.2	6.2	
Gas															
U-8630	587	72	572	53	602	60							3619	338.5	11.4
C-8600	209	51	510	22	537	53							4440	327.2	14.7
6 Month Total												8059	665.7	12.1	

YTD 2016 Total	mi.	gal.	Avg. MPG
Diesel	3024	500.9	6.0
Gas	13101	1020	12.8

Call per time of day and day of the week 2017

	After Hours						CSD Work Hours										Off Hours									
	0:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	Total	
Sunday	0	1	2	2	1	0	1	0	1	4	5	2	0	1	0	1	3	4	2	1	0	1	0	1	33	10%
Monday	0	2	2	0	0	2	2	2	0	1	3	2	2	9	2	4	1	3	4	2	0	2	0	0	45	20%
Tuesday	3	1	0	0	0	1	1	2	0	4	1	1	1	4	5	4	1	1	1	3	1	2	1	1	39	16%
Wednesday	0	2	0	1	0	2	2	0	3	2	3	0	1	1	2	2	1	1	3	2	2	1	1	1	33	14%
Thursday	0	2	0	0	0	0	0	1	4	1	1	3	1	1	2	2	4	3	1	4	3	2	0	0	35	12%
Friday	1	0	0	1	0	0	0	3	2	3	2	4	2	2	2	4	4	2	2	6	1	0	1	3	45	16%
Saturday	2	0	0	0	0	0	0	1	0	2	2	1	1	2	1	4	4	2	3	2	4	2	2	1	36	12%
Hour Total	6	8	4	4	1	5	6	9	10	17	17	13	8	20	14	21	18	16	16	20	11	10	5	7	266	
	1%	3%	2%	1%	0%	2%	2%	4%	3%	5%	6%	3%	2%	9%	4%	10%	6%	6%	4%	8%	3%	4%	2%	2%		

Total calls during CSD Work Hours	101	38%
Total calls during Off time and weekends	165	62%
After Hours calls 22:00 to 06:00	40	16%
Total Weekend Calls	69	22%
Total Calls Monday thru Friday	197	77%



SAN MIGUEL COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
JULY 6 2017 SPECIAL MEETING MINUTES
MEETING HELD AT DISTRICT OFFICES
1150 MISSION STREET
SAN MIGUEL, CA 93451

- I.** Meeting Called to Order by President Kalvans – 6:03 p.m.
- II.** Pledge of Allegiance lead by President Kalvans.
- III.** Roll Call: Directors Present: Buckman, Kalvans, Reuck, and Parent.

Director Absent: Green

District Staff in attendance: Kelly Dodds, District General Counsel White,
Counsel Seikaly, Counsel Schweikert
- IV. Adoption of Special Meeting Agenda:**
Motion by Director Buckman to adopt Special Meeting Agenda as presented.
Seconded by Director Reuck Motion was approved by vote of 4 AYES and 0 NOES 1
ABSENT.
- V. Public Comment and Communications (for items not on the agenda):**
No public comment.
- VI. ADJOURN TO CLOSED SESSION:**
Closed Session convened at 5:38 p.m.
- A. CLOSED SESSION AGENDA:**
- 1. CONFERENCE WITH LABOR NEGOTIATORS**
Pursuant to Government Code Section 54957.6
Agency Designated Representatives: District General Counsel, President
Kalvans and Director Green
Employee Organization: San Luis Obispo County Employees Association
Title: Memorandum of Understanding Negotiations with the Association
- B. RECONVENE TO OPEN SESSION**
President Kalvans reconvened to Open Session approximately 6:30pm
- C. REPORT OUT OF CLOSED SESSION**
Report out of Closed Session by District General Counsel. Direction given to Staff

VII. Call to Order for Open Board Meeting: Approximately 6:35 p.m.

VIII. Public Comment and Communications:

No public comment.

IX. CONSENT ITEMS: None

X. BOARD ACTION ITEMS:

1. Review & Approve **Resolution 2017-35** to dissolving Finance and Budget Committee and Citizen's Oversight & Budget Committee.

Item presented by: Interim General Manager/Fire Chief Rob Roberson

Staff Recommendation: Staff recommends that the Board approve Resolution 2017-35 dissolving the Finance and Budget Committee and Citizen's Oversight & Budget Committee.

Manager.

Counsel Comments: Counsel Doug White pointed out that the District has a lot of meetings and with the Budget needing special attention. Counsel White recommends to the directors and staff that during this time of transition that a couple thing need to happen. One, we are needing to cut down on the number of meetings so that staff can concentrate on more of the main purpose of the district and the day to day duties. Secondly, but most importantly the entire board not just a few need to be really engaged in the budget, and understanding what items are being attributed to what funds for financial clarity.

Interim General Manager/Fire Chief Rob Roberson, also commented on how he has let the board know that the format will be different, and that the Bookkeeper will be present at the regular board meetings for questions. The finances need to be a group effort and everyone needs to attend the meetings.

Board Comment: Director Reuck, stated that it had been so long since the Finance and Budget Committee had met that it has kind of dissolved itself. He agreed with the rest of the Board need to be involved.

Interim General Manager/Fire Chief Rob Roberson informed the Board that our new Bookkeeper, Paola Freeman has been working through a lot of information, researching and trying to get the financials up to date with correct information. The Board of Directors, will be get financial information we know is correct, and will have back-up to prove it.

Director Parent asked Mr. Roberson when they might expect to start seeing financials. Counsel White and Interim General Manager/Fire Chief Rob Roberson agreed that with the things going on and the research that needs to be done, estimating around end of the calendar year. Roberson reassured the Board that progress was being made.

Director Parent agreed with the Consent Item stating that he needs to learn more about the finances, and would rather have longer board meetings or special meeting.

Director Buckman was concerned that this was premature on dissolving the Finance and Budget Committee. He would like to give Paola time to get information and then meet with the Committee and Citizens Group and explained that the Committee was formed because the regular meeting was going on for hours. He is tired of not getting correct information. Discussion ensued.

Interim General Manager/Fire Chief Rob Roberson, reassured him that the new format he will have time to see correct information.

Counsel White clarified on a few items that the staff was going to do to keep Directors involved. One being a Claims Report, so that every month they can file the information as correct. Discussion ensued, about how the Budget is first priority and getting staff the help they need.

Public Comments: None

Motion by Director Buckman to approve Resolution 2017-35 dissolving the Finance and Budget Committee and Citizen's Oversight & Budget Committee.

Seconded by Director Parent. Motion was approved by vote of 4 AYES and 0 NOES and 1 ABSENT

2. Conduct Public Hearing Approving Resolution 2017-34 authorizing the Cost Associated with the Weed Abatement for the Properties Effected to be assessed on the County Tax Roll Pursuant to Provisions of Section 14875 *et seq.* of the Health & Safety Code "Notice to Destroy Weeds."

Item presented by Interim General Manager/Fire Chief Rob Roberson

Staff Recommendation: Board approve resolution 2017-34 authorizing the cost associated with the weed abatement for the properties effected to be assessed on the County Tax Roll pursuant to the provisions of Section 14875 *et seq.* of the Health & Safety Code "Notice to Destroy Weeds."

Board Comment: Director Parent asked about the process of "Weed Abate" within the district.

Chief Roberson clarified the process.

Director Reuck, asked about specific lots on the Mission Lane that did not get weed abated. Mr. Roberson spoke of the consequences for property owners not weed abating their lots. Stating that if the lot is occupied or has a fence around it then they can't go on to the lot.

Public Comments: No public comment.

Motion by Director Parent to approve resolution 2017-34 authorizing the cost associated with the weed abatement for the properties effected to be assessed on the County Tax Roll pursuant to the provisions of Section 14875 *et seq.* of the Health & Safety Code “Notice to Destroy Weeds.”

Seconded by Director Buckman. Motion was approved by vote of 4 AYES and 0 NOES and 1 ABSENT

3. Conduct Special District Risk Management Authority Official Election Vote.

Item presented by Interim General Manager/Fire Chief Rob Roberson

Staff Recommendation: Staff recommends that the Board of Directors approve Resolution No 2017-36 casting vote for SDRMA Board of Directors Candidates.

Board Comment: Director Kalvans stated that he had met David Aranda, and he would recommend him.

Staff Comment: None

XI. BOARD COMMENT

Director Kalvans and Parent complemented Rob Roberson on his appearance on the local new station. No other comments

XII. ADJOURNMENT

Time: 6:40 pm

SAN MIGUEL COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
July 27, 2017 SPECIAL MEETING MINUTES

MEETING HELD AT DISTRICT OFFICES
1150 MISSION STREET
SAN MIGUEL, CA 93451

- I. Meeting Called to Order by President Kalvans – 6:55 p.m.
- II. Pledge of Allegiance lead by President Kalvans.
- III. Roll Call: Directors Present: Buckman, Kalvans, Reuck and Parent.
Director Absent: Green
District Staff in attendance: Rob Roberson, Kelly Dodds, Paolo Freeman,
Tamara Parent
District General Counsel: Doug White, Karl Schweikert
- IV. Adoption of Special Meeting Agenda:
Motion by Director Buckman to adopt Special Meeting Agenda as presented.
Seconded by Director Rueck Motion was approved by vote of 4 AYES and 0 NOES 1
ABSENT.
- V. **Public Comment and Communications (for items not on the agenda):**
Laverne Buckman 1429 Bonita, would like information regarding the search for General
Manager and would request that the Board ask staff to put their names when saying “Staff
Recommendations” on board action items reports. Also, she would like District Strategic
planning to be revisited so that Staff and Board are on the same page. Counsel Doug White
requested to respond to Mrs. Buckmans’ concerns. President Kalvans allowed. Counsel
White explained that after Director Green returns that they will discuss the search for a
permanent General Manager. Timeline looks like first of year.
- VI. **ADJOURN TO CLOSED SESSION:**
Closed Session was Canceled

A. CLOSED SESSION AGENDA:
- VII. **Call to Order Open Board Meeting:** President Kalvans at 6:55 P.M.
- VIII. **Public Comment and Communications:**
No public comment.

IX. District Staff Reports:

1. **San Luis Obispo County Sheriff** (Ken Conway): Verbal & Kalvans Report Attached, Commander Ken Conway from SLO County Sheriff Department spoke about the recent shooting in San Miguel and that they have a suspect in custody, under investigation. Lillian Larsen School has had 8 break-ins, Camera has been installed and suspect has been identified. Three have been arrested. Commander Conway also spoke about staffing, and gave a written report about calls in San Miguel with 1,479 calls since January 2017. *Copy available upon request.* Commander Conway explains that he understands our frustration and that they are under the same frustration, he would like to encourage the citizens to talk to their Local and State Legislators and Prop 48 has really made things hard for the sheriff department. Staffing level at Sheriff Station, Commander Conway explained that he should have 23 Deputies, 2 K-9, 2 Sargent's, and 3 school Resource officers but he only has 16 Deputies, 2 Sargent's, 2 school Resource Officers. The patrol areas are North County, the department is down 17 Deputies at this time with 40% of Deputies retiring within the next five years.

Board comment: Director Parent, asked Commander Conway if there were any areas that he was aware of that needed street lighting because that is within the scope of the Board, and also wanted the Commander to know that the Fire Department facilities are open to the Deputies; for paperwork or bathroom. Conway explained that a Substation will never happen in San Miguel but expanding the C.S.D District Offices with room for a Deputy would be the way to get a Deputies in town, because they need a secure facility to do interviews and have computer equipment.

Director Buckman asked about Lillian Larsen School, Conway explained that it is a school and they do have an office for the Resource Officer but they could not bring suspects to the school.

Director Reuck wanted to voice his appreciation for what they do for the community.

President Kalvans, explained that several C.S.D.'s across California have partnerships with Sheriff Departments. Pebble Beach and in Riverside County, DeLuz C.S.D. has a Deputy Program and feels that it is something to look at and would like to call a Special Board Meeting to discuss these ideas. President Kalvans stated that with 1,479 calls in only half a year that things have gotten out of hand and that the Sheriff's Department is over stressed. President Kalvans would like to call for a special Meeting to discuss these options.

Director Parent thinks this is the preview of the County.

President Kalvans explains, that we do have the ability to call a special meeting and that they could discuss it and the community demands it and they could go from there.

Director Parent voiced that he was not opposed to having a meeting to discuss but he feels that it is not in the Districts realm and that it is all about funds that the District does not have.

Commander Conway explained that the community needs to call in anything suspicious, and that he cannot reiterate that enough.

President Kalvans, explained that as Board President he has the authority to call a Special Meeting of the San Miguel CSD Directors to discuss policing and what options the District has.

Director Buckman explained that they have tried to do this in the past and when they found out the cost, and that the District could not afford it.

Director Parent thinks that the meeting is unnecessary at this time and told Commander Conway that he would like to still provide access to the District Office for the Sherriff department, Mr. Conway explained again that the community can do their part by calling in anything suspicious. Director Parent, asked about video evidence and explained that two of these incidents have been next to his residence. Commander Conway explained that video evidence is great but most is video is not usable because of the quality. Please call if you see anything suspicious.

Counsel White explains, that President Kalvans can call a special meeting to discuss but would like to consider the C.S.D. charter to find out if the District can use funds collected for policing.

Commander Conway explains that San Luis County Board of Supervisors are the ones that approve the Sheriff Department positions. The Communities can always voice their opinion to the Board of Supervisors. The best help that the San Miguel C.S.D can do for the Sheriff department is to have facilities for them to use in San Miguel

Public comment: Ashley Sangster 886 River Road, Understand funding issues. Asked if there might be some other place to use now, until facilities can be built.

Commander Conway explained that they do not want to waste the time of the Communities if the facilities can be vandalized or moved, but he is always looking.

Nathen Dawes 605 15th Street, asked if the Sheriff Department has a cooperative action between SLO County and Monterey County. Commander Conway replied and explained that the King City substation is also low on Deputies, but they do work with them for emergency calls.

Nanette Negrete 1555 K Street, spoke Directly to President Kalvans asking him to confirm if she heard him correctly in the fact that one option is lower than the other. A registered Deputy is compared to a substation. Kalvans, explained that those issues will be discussed in the Special Meeting. She asked if he had done any research, he explained that he had reached out to other C.S.D' s but things have changed and he would have to clarify. Explaining that some have policing district and pay anywhere between 150k to 220k a year for a resident deputy. Mrs. Negrete asked if we could pay for a County Sheriff. Commander Conway explained that a lot of contract with Sherriff department, and several cities have tried to contract with SLO County Sheriff Department, They can't afford it, the cost is for everything car, health insurance, retirement, equipment etc.. Commander Conway explains to the audience that all the unincorporated areas in SLO county are already the Sheriff Department and that what they might not understand is that we get it for free and that we already have a deputy in town. It is not cost effective to have your own deputy.

Board comment: Director Parent feels that the Community needs to understand that the district does not have the revenue to fund this and explains that the property taxes are for Fire, Water, Sewer, Lighting and if the community would like to take on more that is a discussion and along way down the road. Director Parent thanked the Sheriff Department for what they do for the community.

Public comment: Laverne Buckman asked about the deputy that the Board of Supervisor gave permission for. Commander Conway explained that they want two for Shandon, but the Deputies still needs to go through the Academy.

Board comment: President Kalvans, Thanks Commander Conway for coming and would still like to have the Special Meeting in August.

Director Parent commented that the community needs to get in touch with our County Supervisors and ask when we can get more funding for the SLO County Sheriff Department.

5. Camp Roberts—Army National Guard (Balliet, Nicole Col.)

Board comment: None

Public comment: None

6. Interim General Manager: Verbal Report, Interim General Manager/Fire Chief Rob Roberson, explained that he has been on a Wildfire for the last few weeks and had been calling in to Mr. Dodds and Tamara Parent. Our focus, the last month has been personnel issues with interviews in the next few days. Joan Aguilar and Paola Freeman will also be talking about district financials tonight.

Board comment: None

Public comment: Lavern Buckman asked about the District Security Cameras, Interim General Manager/Fire Chief explained that we are planning on doing some changes in the front office and they have been in touch with our IT consultant to get the cameras in place, the District will be running the wires themselves to save on some cost. Counsel White asked what Camera’s where working and how many needed to still be put up. Board Secretary and Interim General Manager explained.

7. General Counsel: Counsel White presented verbal report, spoke of the 2017 CSDA Annual Conference scheduled for Sept 25-28th in Monterey asking if any Board Members would be interested in going.

Board comment: President Kalvans spoke about how this conference had been very helpful in the past.

Public comment: Laverne Buckman voiced her frustration, felt she’s has been in the dark with the financials as the Board has not received any financial reports in months. Counsel White spoke about how we are only few weeks in and that Staff is working on getting up to speed and Budget is a high priority. Mrs. Buckman wants the Board to understand her frustrations in these financial matters as a resident.

8. District Engineer: Written report submitted as is. Blaine Reely Absent. Utilities Director Kelly Dodds presented report.

Board comment: None

Public comment: Lavern Buckman, asked about the “Water production graph” and would like the Red, and Blue lines to be labeled.

9. Utility Supervisor: Utilities Supervisor Dodds written report submitted as is. Asked if there are any question.

Board comment: Director Buckman, asked about the SCADA system and if it was working correctly, Utilities Director Kelly Dodds, explained that it is functioning the way

it was intended and that they have had some communication fails that Tesco is working on under their contract.

President Kalvans asked about the water trend report, Well #4 pumping from April to July 2017 from same time as 2016 and that he does see a decrease this year, but would like to know why? Utilities Director Kelly Dodds explained that we have more homes and that we are pumping more water, so we are getting to the same point as we would sooner. President Kalvans asked if it was from the new houses or from the winery's pumping more out of basin? Mr. Dodds informed Director that it is from more homes and explained since we only have 3 wells that we draw from and that well #4 is the primary well.

Director Parent asked about the troubled Aerator at the Wastewater Facility, and Utilities Director Kelly Dodds explained that he had not had time to dive into why the Aerator is failing but it is scheduled for replacement when they get to the Bubbler replacement and it is not a crisis and will be monitored.

President Kalvans asked about the new light at Power Road, Utilities Director Kelly Dodds explained that it was a request from the board so it its being done.

Public comment: None

- 10. Fire Chief:** Written Report Submitted, Verbal report about the increase in the Calls 32 call last month with 7 vegetation fire, 6 outside the District with 1 in District, this month is we have had 52 calls already this month, this is a big increased. Engine 8668 has had problems with the motor on the skid mount water pump and will be replacing it. Fire Chief Rob Roberson spoke about fire stipend pay. Last year has been broken down and for the year 2016 we paid \$22,622.19 for our Firefighters to respond to calls then we brought in \$18,933.60 for assisting OES with calls throughout the state. Because the Fire Department participated in OES calls the District only had to pay \$3,688.59 out for stipend pay.

Board comment: Director Buckman, asked what Engine went out for OES calls, Fire Chief Rob Roberson said that Engine 8687 and 8696 both went out on separate times. Director Buckman wanted to confirm that 8668 did not go out, Fire Chief Rob Roberson confirmed that that was correct.

Public comment: None

- 11. Bookkeeper Report:** Bookkeeper Paola Freeman presented verbal report, spoke about how she has been cleaning up book for about two months. She has found some discrepancies and is working on issues with a CPA that has been hired to audit our IRS and EDD accounts. Mrs. Freeman also explains that there are also discrepancies with our CalPERS Retirement and Health accounts that she has audited and made adjustment, she feels that those accounts are under control. Paola has also found that bank statements have not been reconciled correctly since 2014. Pacific Premier Bank has purchased Heritage Oaks Bank so we have had that transition and the transition has gone smooth. Mrs. Freeman handed out a Claims Detail report for the Boards Review and explained that this report will be in the Consent Agenda next month. Interim General Manager and Fire Chief explained to the Board that the task that Bookkeeper, Paola Freeman has taken on is quite large and would like the Board to know that she will be at the Board Meetings for questions. Mrs. Freeman apologized for the time that it has taken and explained that it is just so much and with just one employee has had to make 132 adjustments in his/her CalPERS account.

Counsel White explained that if it has to do with employee that we need to keep it confidential.

Board comment: President Kalvans thanks Paola and staff for the challenging work they have done.

Director Buckman asked when the CPA was going to come in, Paola Freeman explained that the CPA was requesting documents from EDD and IRS that have not been received yet. Director Buckman expressed that he has wanted this for the past three years.

Public comment: Laverne Buckman, was happy to know that things are making progress and it will be nice to not have to keep saying that the reports are still incorrect and looks forward to the day when everything is correct.

X. CONSENT ITEMS

1. Approval of Board Meeting Minutes:
 - 1- a Special Board Minutes for May 18, 2017
 - 1- b Regular Board Minutes for May 25, 2017
2. Review, Receive and File the quarterly Investment Report for June 2017

Motion by Director Rueck to adopt Consent Calendar

Seconded by Director Buckman. Motion to approve by vote of 4 AYES and 0 NOES and 1 ABSENT.

XI. BOARD ACTION ITEMS:

1. **Review and approve Resolution 2017- 40 starting Prop 218 process for proposed 8.91% increase in commercial Trash Collection Fees by San Miguel Garbage Company. (Roberson/ Aron Kardashian - SM Garbage)**

Item presented by Interim General Manager/ Fire Chief Rob Roberson and Presentation By Aron Kardashian from San Miguel Garbage

Staff Recommendation: Approve Resolution 2017-40 starting Prop 218 process for proposed 8.91% increase in commercial Trash Collection Fees by San Miguel Garbage Company and direct staff to proceed with Prop 218 process.

Board Comment: President Kalvans had questions about who can protest because it is a commercial rate increase. Counsel Doug White explained that anyone in San Miguel boundaries that is commercial or Residential can protest this rate increase at the Public Hearing Scheduled for Sept 28th, 2017 at the regular Board Meeting. Interim General Manager/Fire Chief Rob Roberson explains that we can send out a letter in the water bills reminding owners that they must have Garbage service within the SMCS D boundaries. Mr. Roberson will also look into code enforcement with SLO County.

Public Comments: None

Motion by Director Buckman to approve Resolution 2017- 40 starting Prop 218 process for proposed 8.91% increase in commercial Trash Collection Fees by San Miguel Garbage Company.

Seconded by Director Parent. Motion was approved by vote of 4 AYES and 0 NOES and 1 ABSENT.

2. Discuss the status of the current vehicle fleet, proposed changes and additions.

Item presented by Interim General Manager/ Fire Chief Rob and Utilities Director Kelly Dodds, they explained that this a discussion item and the staff is looking for ideas and direction. Mr. Dodds would like authorization to move forward with changes. Replace Engine 8687 and replace with a model 34, so we can be more desirable for more OES assignments. Fire Utility Vehicle is fully depreciated and will need to be replaced. Water Utility vehicle will need to be replaced in the next three to five years, but with only one vehicle the District is in desperate need of a second Water Utility vehicle a 1 ton or larger.

Staff Recommendation: Discuss the status of the current vehicle fleet, proposed changes and additions, and provide direction to staff.

Board Comment: Director Buckman thinks that the Fire Department should give 8668 to the Water Utilities Department and go buy a type 2/3 Fire Engine and work with Cal Fire for purchase because they buy so many we might be able to get a better deal. Mr. Buckman explains that Engine 8668 has failed and is dangerous when not working correctly. He has responded to Camp Roberts for Fire Aid numerous times when the Pump had not worked correctly. Discussion ensued.

Director Reuck feels that a Model 34 would be that right direction, and would like to hear more.

Director Parent would like to have more information from staff

Director Kalvans would like to have more discussion and options for Engine 8668, and would like to see options on replacement for a Model 34. He would also like to peruse options for a Water Tender and has been asking for options on a Water Tender vehicle for over two years; this vehicle will return its investment. President Kalvans would like the purchase of a Water Tender fast tracked and brought back to the board.

Public Comments: Lavern Buckman, thinks that the Board needs to be reminded that the Fire Department is funded by San Miguel resident and their Tax money and would like to see the needs outside of the district not be the only thing that the staff is looking at when considering the replacement of Fire Engines. Mrs. Buckman explains that in the Fire Chief's Report it states that most of the calls are for Medical Aids and that she had no problem with Mutual Aid and OES assignments but the District needs to remember where the tax money comes from.

Board Comment: Director Buckman asked about size of Fire Utility Vehicle. Discussion Issued between Fire Chief and Director Buckman. Assistant Fire Chief and Utilities Director Kelly Dodds informed the public that every Fire Engine and Fire Utility Vehicle have all the same medical equipment on board.

Staff Comment: Assistant Fire Chief and Utilities Director Kelly Dodds asked the Board for Direction to move forward on the Fire Utilities Vehicle and Water Utilities Vehicle and direction to proceed with looking into buying a Model 34 and Water Tender. Mr. Dodds explained that the Fire Engines would come back a couple more times and with their direction Utility Vehicles could come back at next Board Meeting.

President Kalvans asked about smaller Fire Engines for training. Discussion ensued.

District Counsel White asked the Board as a whole if they are alright with that.

Director Buckman voiced, No! Fire Chief explained that they would only be bringing back numbers for the Boards approval.

Director Parent and Director Reuck voiced that they would be in favor of the Utilities for Fire and Water being brought to next meeting with numbers. Counsel White proposed that the Fire Engines be brought back with multi options. Discussion issued.

It was purposed to bring back Utilities in August and Fire Engine and Water Tender in September Board Meeting, agreed to by majority of Board Members.

3. Review and approve an agreement between the County of San Luis Obispo (County) and San Miguel Community Services District (District) for the County to continue collecting Fire Public Facilities fees on behalf of the District through the County's permit process.

Item presented by Assistant Fire Chief/Utilities Director Kelly Dodds

Staff Recommendation: Staff recommends review and approve the Agreement between the County and District allowing the County to collect Fire Public Facilities fees through the county's permit process

Board Comment: Director Parent asked about the process. Mr. Dodds explained that it is something that we are already doing and this is a formality because the Agreement just missed being signed.

President Kalvans explained that he would like to see the District take care of these funds ourselves.

Discussion ensued, explaining the process and that the District can always go back to look at collection the Fire Impact Fees, with President Kalvans voicing his dislike of SLO County collecting the money and would like to direct staff in bring back this subject.

Public Comments: None

Motion by Director Parent to approve the Agreement between the County and District allowing the County to collect Fire Public Facilities fees through the county's permit process

Seconded by Director Reuck. Motion was approved by vote of 4 AYES and 0 NOES and 1 ABSENT

4. Approve Resolution 2017-37 Cost Sharing Memorandum of Agreement (MOA) for the Groundwater Sustainability Plan (GSP) preparation among all groundwater sustainability agencies in the Paso Robles Basin.

Item presented by Counsel Kerry Fuller from ChurchwellWhite office, explains that SIGMA requires that all of the GSA draft and implement a GSP by 2020. The Cost Sharing MOA is for the cost associated with drafting a GSP.

Staff Recommendation: Staff recommends that the Board review and authorize the Interim General Manager to execute the Memorandum of Agreement regarding the preparation of the Groundwater Sustainability Plan (GSP) for the Paso Robles groundwater basin. Resolution 2017-37

Board Comment: None

Public Comments: None

Motion by Director Parent to approve Resolution 2017-37 Cost Sharing Memorandum of Agreement (MOA) for the Groundwater Sustainability Plan (GSP) preparation among all groundwater sustainability agencies in the Paso Robles Basin.

Seconded by Director Buckman. Motion was approved by vote of 4 AYES and 0 NOES and 1 ABSENT

5. Discuss and Authorize Dr. Reely of Monsoon Consultants to propose revised boundaries for the San Miguel Groundwater Sustainability Agency.

Item presented by Utilities Director Kelly Dodds asking for direction and approval to move forward with the County to move boundaries for the San Miguel GSA.

Staff Recommendation: Staff requests authorization and direction to propose potential revised boundaries for the San Miguel Groundwater Sustainability Agency

Board Comment: Director Buckman, asked about the rights of the property owners and how that will affect them. Discussion ensued about the District GSA Boundary Map. Counsel Kerry Fuller, explained about who will be in GSA boundaries and who will be in the County GSA boundaries. She also noted that the District will not be able to levy any fees in association to these boundaries.

Director Parent explained that it is still beneficial to have these proposed boundaries because it does give the District a say in the water basin and wells.

Director Reuck is in favor of protecting our water shed.

President Kalvans agreed with proposal stating he is all in favor of using any leverage that we can use to protect our basin and wells.

Public Comments: Laverne Buckman said she was in favor, asked if there is any cost to the District. Kelly Dodds explained that it was included in our regular Engineering fees and it would be brought back to the board if there becomes any cost. Counsel White explains the cost in attorney fees would be nothing more than they would do for the GSA anyway.

Motion by Director Parent to authorize Dr. Reely of Monsoon Consultants to propose revised boundaries for the San Miguel Groundwater Sustainability Agency.

Seconded by President Kalvans. Motion was approved by vote of 4 AYES and 0 NOES and 1 ABSENT

6. **Review and Discuss update on Fiscal Year 2016-2017 Budget Review (Aguilar)**

Item presented by Joan Aguilar, Consultant explained with all fund the ending balance is 1.4 Million. Revenues from Fire impact fees and connections fees in the enterprise funds were not to be budgeted for and you can see that there are quite a number of revenues that accounted for much higher then they original budget was. The administration side there is an overage due to the various legal fees.

Fire Fund Budgeted totaled \$534,576.00 and spent \$345,476.00 surplus of \$189,000.00

Lighting Fund Budgeted totaled \$117,000.00 and spent \$85,800 surplus of \$31,200.00

Sewer Fund Budgeted totaled \$641,000.00 and \$492,563.00 spent of \$148,400.00

Water Fund Budget is over due to legal expenses and the Steinbeck lawsuit. Joan asked about, capital outlay asking Kelly Dodds to explain what the \$86,435.00 was for, Mr. Dodds explained the capital outlay was for the rebuild of Well#3 Building. Discussion ensued

Solid Waste Fund Budgeted \$5,266.00 with an overage \$123.00 primarily due to legal cost, and needs to follow up with staff but typically legal fees have not been attributed to this fund.

Staff Recommendation: Review and discuss update on Fiscal year 2016-17 Budget.

Board Comment: Director Buckman explains that when the Water Tank payment is made we have to put the money back into the account, this was one of the stipulations of the loan. Joan Aguilar explains that there is a line item so it is easy to see.

Director Parent asked about double entries, and questioned the procedures. Asked about the numerous Banks Accounts and asked Joan her professional opinion about how it was

set up and if it is structured properly. Mrs. Aguilar explained that No. That is not how she normally sees accounts set up and with that many bank accounts, unless there's a specific reason like the USDA loan stipulation. To have separate bank accounts for Vehicle Replacement or Capital Reserve money is very unusual and when she has seen that it is usually because there is a lack of trust between District and staff and if money is being appropriately accounted for. Director Parent, asked for advice on streamlining the process. Joan Aguilar explained that this will be revisited during the Budget process.

Public Comments: Laverne Buckman asked about the \$165,500 that was transferred into Admin and then, other transfers in from all other funds. Mrs. Buckman asked if that was the same money. Joan Aguilar explained that she was also trying to figure that out and that it looked like the \$165,500 was for legal cost only and that the other transfers in were for other expenses for Admin fund but is unclear. Explaining, that at year-end the transfers need to happen to the budgeted amount so that there is not a deficit situation. Laverne explained, that she doesn't see where that full amount had been transferred in full. Joan explained that she sees that \$41,000 needs to still be transferred from other funds. Discussion ensued.

Staff Comments: Counsel White reminded the Board that this was just a discussion item and with no motion needed.

7. Review proposed FY 2017-18 Operational and Capital Budgets and approve Resolution No 2017-38 adopting the proposed budget (Aguilar)

Item presented by Joan Aguilar explaining that this was a Public Hearing to adopted Operational and Capital Budget for FY 2017-18. She explained that she did not do any work for FY 18-19. Noting that property taxes projections are up Fire 29k, Lighting 13k, Wastewater \$4,100. On the "Grant" side fire decrease -105,000 and Water up 150k because of SLT budgeted. Water and Wastewater connection fees previously discussed about past practice are not included in these amounts of revenue and it is recommended that they are done at mid-year budget and also for the fire impact fees. Counsel White, asked Mrs. Aguilar if this would be something that she suggested as a matter of policy to be revisit, and if this was customary way of doing these revenues. Joan Aguilar explained that it is very difficult to say, because it depends on the level of activity that is happening within the district and that Staff would know best, she feels mid-year is a fine way of doing it. Discussion ensued about funds and vehicle. See PowerPoint G: working agenda 7-27-2017 CalPERS was budgeted in the higher rate; insurance property and liability has been budgeted through all the funds. There are other questions about the transfers out. Mrs. Aguilar thanked Kelly Dodds and District Staff for all their help.

Staff Recommendation: Review proposed FY 2017-18 Operational and Capital Budgets and approve **Resolution No 2017-38** adopting the proposed budget (Aguilar)

Board Comment: Director Parent, asked about CBDG grant and asked why it would be out of Fire when it is part of Water infrastructure, Utilities Director explained that he asked for it to be funded from Water and at the time the Board direction was to fund from Fire.

Public Comments: Laverne Buckman, asked the Board to look at removing the Admin Account. 16k into lighting for admin to legal? Discussed ensued about Admin account and how it has gotten out of hand. Counsel White asked Joan Aguilar to speak on this issue.

Staff Comment: Counsel White, explained that we are running on an appropriation, and asked that the Board pass the 17/18 Budget with knowing that it will be brought back with budget amendments. He also suggested that we have more conversations on the Administration fund.

Interim General Manager/Fire Chief Rob Roberson explains that Paola Freeman, will be asking the Board to make the decisions on where items will be funded from. Interim General Manager/Fire Chief Rob Roberson reaffirms that the Staff will be bringing back the categories to the board so they can make the decision to keep them or to delete them in the system.

Board Comment: Director Buckman asked, Joan if there are any accounting practices that would pick what to put in the Admin. Account. Joan, explains that that is through Board policy and each district is different.

Director Parent, voiced that he is having a tough time passing this Budget but asked the staff if passing this Budget will help speed up the adjustments that he is hearing need to still be made. Utilities Director, Kelly Dodds explained that he feels that they have a good handle on what changes need to be made and expressed that he feels comfortable with passing the Budget tonight with knowing that the board will be brought back adjustment at the next board meeting. Director Parent Thanks Staff for all the work they have put into this budget.

President Kalvans and majority of the board agreed.

Motion by Director Buckman proposed FY 2017-18 Operational and Capital Budgets and approve Resolution No 2017-38 adopting the proposed budget, with Amendments to be returned to board at next board meeting.

Seconded by Director Parent. Motion was approved by vote of 4 AYES and 0 NOES and 1 ABSENT

8. Review and Approve Resolution No. 2017-39 adopting the 2017 District's annual investment policy (Aguilar)

Item presented by Joan Aguilar, last time investing policy was passed was February 2016, and advises that the investment policy is passed on a fiscal year bases. San Miguel is a passive investor. Page three (3) of the District Investment Policy 2017 has the investment types and if there is certificates needed.

Staff Recommendation: Approve **Resolution No. 2017-39** adopting the 2017 District's annual investment policy

Board Comment: Director Kalvans thanks Mrs. Aguilar for her work on the investment policy

Public Comments: None

Motion by Director Reuck to Adopt and Approve **Resolution No. 2017-39** adopting the 2017 District's annual investment policy

Seconded by Director Buckman Motion was approved by vote of 4 AYES and 0 NOES and 1 ABSENT

9. Review and Approve Resolution 2017-41 approving revisions to the Employment Agreement for Kelly Dodds as Director of Utilities.

Item presented by Counsel Doug White gave background on this item. Redline and Clean version was given to the Board of Directors for review. This agreement will be retroactive to July 1, 2017. Counsel White went through each change or clarification.

Staff Recommendation: Staff recommends that the Board Approve Resolution 2017-41 approving revisions to the Employment Agreement for Kelly Dodds as Director of Utilities.

Board Comment: None

Public Comments: None

Motion by Director Parent to Approve Resolution 2017-41 approving revisions to the Employment Agreement for Kelly Dodds as Director of Utilities. Brought back at end of meeting for vote of reclarification *Approving Redline version that was handed out to director in meeting 7/27/2017

Seconded by Director Buckman. Motion was approved by vote of 4 AYES and 0 NOES and 1 ABSENT

Director Parent recused himself at this time

10. Review and Approve Resolution 2017-42 approving revisions to the Employment Agreement for Tamara Parent as Board Clerk.

Item presented by Counsel Doug White gave background on this item. Redline and Clean version was given to the Board of Directors for review. This agreement will be retroactive to July 1, 2017. Counsel White went through each change or clarification.

Staff Recommendation: Staff recommends that the Board Approve Resolution 2017-42 approving revisions to the Employment Agreement for Tamara Parent as Board Clerk.

Board Comment: None

Public Comments: None

Motion by Director Kalvans to Approve Resolution 2017-42 approving revisions to the Employment Agreement for Tamara Parent as Board Clerk. Approving Redline version that was handed out to director in meeting 7/27/2017

Seconded by Director Reuck. Motion was approved by vote of 3 AYES and 0 NOES and 1 ABSENT and 1 ABSTAINED

XII. BOARD COMMENT

Director Parent thinks that we are moving in the right direction and would like to thank staff for all their work.

President Kalvans asks for date clarification for SMCS D safety meeting August 9th or August 15th. Discussion ensued about date, August 9th at 7pm was final decision.

XIII. ADJOURNMENT: Director Kalvans adjourned meeting

Time: approximately 10:27pm

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3313	16767S	434 76 FLEET CARD	561.07					
Account Number : 0201-00-108861-6								
1	51093205	08/31/17 Fuel - Truck #8600	82.27			20 62000	485	10200
2	51093205	08/31/17 Fuel - Truck #8601	68.68			20 62000	485	10200
3	51093205	08/31/17 Fuel - Truck #8632	136.38			50 65000	485	10200
4	51093205	08/31/17 Fuel - Truck #8632	136.38			40 64000	485	10200
5	51093205	08/31/17 Fuel - Truck #8601	68.68			40 64000	485	10200
6	51093205	08/31/17 Fuel - Truck #8601	68.68			50 65000	485	10200
Total for Vendor:			561.07					
3336	16769S	569 BANK OF THE WEST	284.34					
2017 Board Secretary/Clerk Conference Certificate Program								
1	08/28/17	T. Parent 10/22 10/24/17	46.92			20 62000	386	10200
2	08/28/17		9.94*			30 63000	386	10200
3	08/28/17		113.74			40 64000	386	10200
4	08/28/17		113.74			50 65000	386	10200
Total for Vendor:			284.34					
3322	16788S	999999 BORJON AUTO CENTER	39,296.40					
Fire Utility Truck 2018 GMC Sierra 1500 Crew Cab/Resolution # 2017-46								
1	RES #2017-	09/07/17 Fire Utility Truck 2018 GM	39,296.40			20 62000	500	10200
Total for Vendor:			39,296.40					
3314	16770S	535 BRENDLER JANITORIAL SERVICE	275.00					
1	1609C	09/04/17 August 2017 Janitorial Servic	275.00			10 61000	305	10200
Total for Vendor:			275.00					
3332	16771S	39 BUCKMAN, GIB	100.00					
Board Member Stipend -August 27, 2017 meeting								
1	08/31/17	August 2017 Board Mtg Stipend	100.00			10 61000	111	10200
Total for Vendor:			100.00					
3312	16768S	416 CALPERS	700.00					
Fees for GASB-68 Reports & Schedules								
Customer ID: 5069981886								
1	15045093	08/16/17 GASB-68 Reports & Schedules	115.50*			20 62000	325	10200

10/16/17
08:09:17

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 9/17

Page: 2 of 6
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check #	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
2	15045093	08/16/17 GASB-68 Reports & Schedules	24.50			30 63000	325	10200
3	15045093	08/16/17 GASB-68 Reports & Schedules	280.00*			40 64000	325	10200
4	15045093	08/16/17 GASB-68 Reports & Schedules	280.00*			50 65000	325	10200
3340	3786S	416 CALPERS	3.89					
Annual Unfunded Accrued Liabilities 6/30/15, Actuarial Valuation #26019								
1	15053386	09/01/17 Liab 6-30-15 Rate Plan 26019	3.89			71 21800		10250
3341	3786S	416 CALPERS	714.61					
Annual Unfunded Accrued Liabilities 6/30/15, Actuarial Valuation #4680								
1	15053377	09/01/17 Liab 6-30-15 Rate Plan 4680	714.61			71 21800		10250
Total for Vendor:			1,418.50					
3316	16772S	58 CARROT-TOP INDUSTRIES	127.06					
Acct #571426								
1	35571100	03/22/16 US Flag & California Flag	127.06			20 62000	305	10200
Total for Vendor:			127.06					
3317	16773S	521 CHAPARRAL BUSINESS MACINES, INC.	78.46					
Maintenance Contract #6913-01 Samsung/X4250LX								
Acct No. 013014 Contract #6913-02								
1	417702	09/05/17 maint Contract 9/4 to 10/3/17	61.00			40 64000	320	10200
2	417702	09/05/17 Overage 8/4 9/3/17	17.46			50 65000	320	10200
Total for Vendor:			78.46					
3326	16774S	67 CHARTER COMMUNICATIONS	335.56					
Account #8245 10 105 0027311 Spectrum Buiness - Monthly								
Internet/Voice								
1	90117	09/01/17 Internet/Voice	335.56			10 61000	375	10200
Total for Vendor:			335.56					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3338	16789S	80 CROSBY, BOB	2,800.00					
		Fixed Asset Reconciliation for the year ended June 30, 2015						
1	439 09/19/17	Asset Report for June 3,2015	462.00*			20 62000	325	10200
2	439 09/19/17	Asset Report for June 3,2015	98.00			30 63000	325	10200
3	439 09/19/17	Asset Report for June 3,2015	1,120.00*			40 64000	325	10200
4	439 09/19/17	Asset Report for June 3,2015	1,120.00*			50 65000	325	10200
		Total for Vendor:	2,800.00					
3318	16775S	112 FGL - ENVIRONMENTAL ANALYTICAL	106.00					
		Acct #8000653						
1	782924A 08/29/17	Metals	106.00			50 65000	358	10200
3319	16775S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
		Acct #8000653						
1	783160A 09/05/17	Metals	67.00			50 65000	358	10200
		Total for Vendor:	173.00					
3320	16776S	308 FRONTIER COMMUNICATIONS	70.02					
		Acct #805-467-2015-051216-5						
		Phone 805-467-2015						
1	09/01/17	Backup for alarm	35.01			40 64000	310	10200
2	09/01/17	Backup for alarm	35.01			50 65000	310	10200
		Total for Vendor:	70.02					
3333	16777S	126 GREEN, JOHN	100.00					
		Board Member Stipend - August 31, 2017 meeting						
1	08/31/17	August 2017 Board Mtg Stipend	100.00			10 61000	111	10200
		Total for Vendor:	100.00					
3323	16778S	129 HACH	67.30					
1	10621266 09/06/17	Dispenser & Powder	67.30			50 65000	305	10200
3324	16778S	129 HACH	133.18					
		Account #292463						
1	10605014 08/24/17	Chlorine Refill	133.18			50 65000	357	10200
		Total for Vendor:	200.48					

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3321	16779S	132 HD SUPPLY WATERWORKS, LTD.	1,128.32					
Acct #210091								
1	H674427	08/25/17 Water Meter 1 1/2 inch	492.43			50 65000	525	10200
2	H674427	08/25/17 Water Meter 2 inch	635.89			50 65000	525	10200
Total for Vendor:			1,128.32					
3331	16780S	406 KALVANS, ANTHONY	100.00					
Board Meeting Stipend -August 31, 2017								
1	08/31/17	August 2017 Board Mtg Stipend	100.00			10 61000	111	10200
Total for Vendor:			100.00					
3334	16781S	547 PARENT, JOSEPH	100.00					
Board Member Stipend for August 31, 2017								
1	08/31/17	August 2017 Board Mtg Stipend	100.00			10 61000	111	10200
Total for Vendor:			100.00					
3325	16782S	238 SAN MIGUEL GARBAGE	95.47					
Monthly -September 2017								
Acct #318691								
1	09/01/17	WWTP Monthly trash disposal	47.73			40 64000	383	10200
2	09/01/17	WWTP Monthly trash disposal	47.74			50 65000	383	10200
Total for Vendor:			95.47					
3328	16783S	352 STAPLES CREDIT PLAN	498.31					
Office Supplies								
Acct #6035 5178 6257 8738								
1	ORD#102867	09/08/17 Toner,Paper	330.13			10 61000	410	10200
2	ORD#760785	09/08/17 Chair, Calculator	145.67*			10 61000	415	10200
3	ORD#760785	09/08/17 Post-it,ribbon, ink roller	22.51			10 61000	410	10200
Total for Vendor:			498.31					
3329	16784S	565 STAR DRUG TESTING, INC.	40.00					
1	51365	09/14/17 Pre-employment - L. Rojas	20.00			40 64000	329	10200
2	51365	09/14/17 Pre-employment - L. Rojas	20.00			50 65000	329	10200
Total for Vendor:			40.00					

10/16/17
08:09:17

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 9/17

Page: 5 of 6
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3327	16785S	274 SURFACE PUMPS, INC.	3,092.43					
		Centrifical Pump Kit, Motor, Liquid End Kit						
1	0125432-IN	08/24/17 Pump Kit, Motor	3,092.43*			50 64000	353	10200
		Total for Vendor:	3,092.43					
3339	16790S	280 TEMPLETON UNIFORMS	330.35					
		Jason Taylor Fire Prevention, Shirt Pants Belt Nomex Shirt						
1	103706	08/17/17 Shirt, Pants, Belt, Nomex Shirt	330.35			20 62000	495	10200
		Total for Vendor:	330.35					
3335	16786S	327 VALLI INFORMATION SYSTEMS	91.06					
		Web Posting						
1	43382	08/31/17 Web Posting, Online Maint.	45.53			40 64000	305	10200
2	43382	08/31/17 Web Posting, Online Maint.	45.53			50 65000	305	10200
		Total for Vendor:	91.06					
3330	16787S	313 WALLACE GROUP	91.00					
		Bid Phase Support						
3	44462	09/07/17 SLT Blending Line	91.00			50 65000	431	10200
		Total for Vendor:	91.00					
		# of Claims	28	Total:	51,386.83			

10/16/17
08:09:20

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Fund Summary for Claims
For the Accounting Period: 9/17

Page: 6 of 6
Report ID: AP110

Fund/Account	Amount
10 ADMINISTRATION DEPARTMENT	
10200 HOB - General	\$1,508.87
20 FIRE PROTECTION DEPARTMENT	
10200 HOB - General	\$40,529.18
30 STREET LIGHTING DEPARTMENT	
10200 HOB - General	\$132.44
40 WASTEWATER DEPARTMENT	
10200 HOB - General	\$1,928.07
50 WATER DEPARTMENT	
10200 HOB - General	\$6,569.77
71 PAYROLL CLEARING FUND	
10250 HOB - Payroll	\$718.50
Total:	\$51,386.83

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
10 ADMINISTRATION DEPARTMENT						
46000	Revenues & Interest					
46020	Transfer In -Fire (16.5%)	0.00	0.00	37,499.00	37,499.00	0 %
46030	Transfer In -Lighting (3%)	0.00	0.00	6,818.00	6,818.00	0 %
46040	Transfer In -Sewer (40%)	0.00	0.00	90,907.00	90,907.00	0 %
46050	Transfer In -Water (40%)	0.00	0.00	90,907.00	90,907.00	0 %
46060	Transfer In- Solid Waste (0.5%)	0.00	0.00	1,136.00	1,136.00	0 %
46150	Miscellaneous Income	0.00	15.00	0.00	-15.00	** %
46151	Refund/Adjustments	486.20	486.20	0.00	-486.20	** %
	Account Group Total:	486.20	501.20	227,267.00	226,765.80	0 %
	Fund Total:	486.20	501.20	227,267.00	226,765.80	0 %
20 FIRE PROTECTION DEPARTMENT						
40000						
40220	Weed Abatement Fees	0.00	0.00	1,100.00	1,100.00	0 %
40300	Fireworks Permit Fees	0.00	0.00	800.00	800.00	0 %
40320	Fire Impact Fees	0.00	9,296.92	0.00	-9,296.92	** %
40420	Ambulance Reimbursement	1,124.95	1,124.95	4,400.00	3,275.05	26 %
40500	VFA Assistance Grant	0.00	0.00	18,000.00	18,000.00	0 %
	Account Group Total:	1,124.95	10,421.87	24,300.00	13,878.13	43 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	503.13	6,535.34	337,351.00	330,815.66	2 %
	Account Group Total:	503.13	6,535.34	337,351.00	330,815.66	2 %
44000	Forestry & Fire Protection Reimbursement					
44000	Forestry & Fire Protection Reimbursement	0.00	0.00	10,000.00	10,000.00	0 %
	Account Group Total:	0.00	0.00	10,000.00	10,000.00	0 %
46000	Revenues & Interest					
46000	Revenues & Interest	0.00	0.00	300.00	300.00	0 %
46010	Transfer In	0.00	0.00	233,021.00	233,021.00	0 %
46150	Miscellaneous Income	20.00	20.00	0.00	-20.00	** %
46151	Refund/Adjustments	0.00	15.07	1,000.00	984.93	2 %
46155	Will Serve Processing Fees	0.00	0.00	100.00	100.00	0 %
	Account Group Total:	20.00	35.07	234,421.00	234,385.93	0 %
	Fund Total:	1,648.08	16,992.28	606,072.00	589,079.72	3 %
30 STREET LIGHTING DEPARTMENT						
43000	Property Taxes Collected					
43000	Property Taxes Collected	139.01	1,808.57	93,488.00	91,679.43	2 %
	Account Group Total:	139.01	1,808.57	93,488.00	91,679.43	2 %
46000	Revenues & Interest					
46000	Revenues & Interest	0.00	0.00	50.00	50.00	0 %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
30 STREET LIGHTING DEPARTMENT						
46010	Transfer In	0.00	0.00	8,525.00	8,525.00	0 %
46150	Miscellaneous Income	100.00	100.00	0.00	-100.00	** %
46151	Refund/Adjustments	0.00	3.20	200.00	196.80	2 %
	Account Group Total:	100.00	103.20	8,775.00	8,671.80	1 %
	Fund Total:	239.01	1,911.77	102,263.00	100,351.23	2 %
40 WASTEWATER DEPARTMENT						
40000						
40850	Wastewater Hook-up Fees	0.00	66,656.00	0.00	-66,656.00	** %
40900	Wastewater Sales	29,802.50	89,120.06	356,000.00	266,879.94	25 %
40910	Wastewater Late Charges	535.89	1,638.10	5,500.00	3,861.90	30 %
	Account Group Total:	30,338.39	157,414.16	361,500.00	204,085.84	44 %
43000 Property Taxes Collected						
43000	Property Taxes Collected	76.33	1,082.29	51,302.00	50,219.71	2 %
	Account Group Total:	76.33	1,082.29	51,302.00	50,219.71	2 %
46000 Revenues & Interest						
46000	Revenues & Interest	0.00	0.00	700.00	700.00	0 %
46010	Transfer In	0.00	0.00	101,116.00	101,116.00	0 %
46150	Miscellaneous Income	0.00	0.00	45,000.00	45,000.00	0 %
46151	Refund/Adjustments	0.00	36.53	1,000.00	963.47	4 %
46180	Public Records Requests	0.00	0.00	10.00	10.00	0 %
	Account Group Total:	0.00	36.53	147,826.00	147,789.47	0 %
	Fund Total:	30,414.72	158,532.98	560,628.00	402,095.02	28 %
50 WATER DEPARTMENT						
40000						
40440	CDBG Grant	0.00	0.00	150,000.00	150,000.00	0 %
	Account Group Total:	0.00	0.00	150,000.00	150,000.00	0 %
41000 Water Sales						
41000	Water Sales	41,726.90	125,250.74	352,000.00	226,749.26	36 %
41001	Water Connection Fees	0.00	18,980.00	0.00	-18,980.00	** %
41005	Water Late Charges	4,645.32	12,771.38	18,000.00	5,228.62	71 %
41010	Water Meter Fees	0.00	615.55	12,250.00	11,634.45	5 %
	Account Group Total:	46,372.22	157,617.67	382,250.00	224,632.33	41 %
46000 Revenues & Interest						
46000	Revenues & Interest	0.00	0.00	700.00	700.00	0 %
46010	Transfer In	0.00	0.00	159,701.00	159,701.00	0 %
46151	Refund/Adjustments	0.00	36.53	1,000.00	963.47	4 %
46155	Will Serve Processing Fees	0.00	0.00	250.00	250.00	0 %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
50 WATER DEPARTMENT						
	Account Group Total:	0.00	36.53	161,651.00	161,614.47	0 %
	Fund Total:	46,372.22	157,654.20	693,901.00	536,246.80	23 %
60 SOLID WASTE DEPARTMENT						
46000 Revenues & Interest						
	46005 Franchise Fees	2,887.00	8,670.00	32,323.00	23,653.00	27 %
	Account Group Total:	2,887.00	8,670.00	32,323.00	23,653.00	27 %
	Fund Total:	2,887.00	8,670.00	32,323.00	23,653.00	27 %
	Grand Total:	82,047.23	344,262.43	2,222,454.00	1,878,191.57	15 %

10/19/17
15:09:43

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 9 / 17

Page: 1 of 6
Report ID: B100ZA

10 ADMINISTRATION DEPARTMENT

Account	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
61000 Administration						
61000 Administration	1,508.87	59,632.40	227,267.00	227,267.00	167,634.60	26 %
Account Group Total:	1,508.87	59,632.40	227,267.00	227,267.00	167,634.60	26 %
Fund Total:	1,508.87	59,632.40	227,267.00	227,267.00	167,634.60	26 %

10/19/17
15:09:43

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 9 / 17

Page: 2 of 6
Report ID: B100ZA

20 FIRE PROTECTION DEPARTMENT

Account	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
62000 Fire						
62000 Fire	42,693.21	104,744.13	555,341.00	555,341.00	450,596.87	19 %
Account Group Total:	42,693.21	104,744.13	555,341.00	555,341.00	450,596.87	19 %
Fund Total:	42,693.21	104,744.13	555,341.00	555,341.00	450,596.87	19 %

10/19/17
15:09:43

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 9 / 17

Page: 3 of 6
Report ID: B100ZA

30 STREET LIGHTING DEPARTMENT

Account	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
63000 Lighting						
63000 Lighting	831.42	5,123.20	93,122.00	93,122.00	87,998.80	6 %
Account Group Total:	831.42	5,123.20	93,122.00	93,122.00	87,998.80	6 %
Fund Total:	831.42	5,123.20	93,122.00	93,122.00	87,998.80	6 %

10/19/17
15:09:43

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 9 / 17

Page: 4 of 6
Report ID: B100ZA

40 WASTEWATER DEPARTMENT

Account	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
64000 Sanitary						
64000 Sanitary	13,658.28	89,568.25	734,769.00	734,769.00	645,200.75	12 %
Account Group Total:	13,658.28	89,568.25	734,769.00	734,769.00	645,200.75	12 %
Fund Total:	13,658.28	89,568.25	734,769.00	734,769.00	645,200.75	12 %

50 WATER DEPARTMENT

Account	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	%
						Committed
64000 Sanitary						
64000 Sanitary	3,092.43	3,092.43	0.00	0.00	-3,092.43	*** %
Account Group Total:	3,092.43	3,092.43	0.00	0.00	-3,092.43	*** %
65000 Water						
65000 Water	15,436.09	190,419.08	962,718.00	962,718.00	772,298.92	20 %
Account Group Total:	15,436.09	190,419.08	962,718.00	962,718.00	772,298.92	20 %
Fund Total:	18,528.52	193,511.51	962,718.00	962,718.00	769,206.49	20 %

10/19/17
15:09:43

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 9 / 17

Page: 6 of 6
Report ID: B100ZA

60 SOLID WASTE DEPARTMENT

Account	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
66000 SOLID WASTE						
66000 SOLID WASTE	4.51	2,271.61	6,196.00	6,196.00	3,924.39	37 %
Account Group Total:	4.51	2,271.61	6,196.00	6,196.00	3,924.39	37 %
Fund Total:	4.51	2,271.61	6,196.00	6,196.00	3,924.39	37 %
Grand Total:	77,224.81	454,851.10	2,579,413.00	2,579,413.00	2,124,561.90	18 %

Fund	Amount
20 FIRE PROTECTION DEPARTMENT	6,352.76
30 STREET LIGHTING DEPARTMENT	904.71
40 WASTEWATER DEPARTMENT	17,496.34
50 WATER DEPARTMENT	17,670.69
60 SOLID WASTE DEPARTMENT	5.01
Total for all Funds	42,429.51

***NOTE: Before sending the Payroll Summary Journal voucher to the Finance Application, please verify that the total of each of these three reports match: Cash Report, Payroll Summary (Gross pay + employer contributions), Payroll Expenditure Detail. There are a few exceptions to this: 1. Advances that Cross Periods; 2. WC Discount; 3. Prior Period Checks Cancelled in this Period; 4. Local Deductions with Receipt Accounting set up.

Review and Discuss the 2017 Water & Wastewater Draft Masterplan as prepared by Monsoon Consulting.

PowerPoint presentation

Water and Wastewater Masterplan Draft will be given out at 10-26-2017 Board meeting for review with PowerPoint presentation by Monsoon Consulting



San Miguel Community Services District

Board of Directors Staff Report

October 26th, 2017

AGENDA ITEM: XI-3

SUBJECT: Discussion about changing the CSD logo.

STAFF RECOMMENDATION:

Staff would like to discuss design options for a change to the District logo.

BACKGROUND:

The current logo was designed in 2004. The logo depicts the bell tower at the south end of town south of the mission. Prior to the bell tower the Logo was a one-dimensional view of the Chapple and the front of the mission.

To create a new positive look for the district, I would like to update the fire patch on the fire uniform. Being that the Mission itself is what represents the name (San Miguel) of the district, I feel it would be appropriate to bring the Mission Chapple back as our center piece for the district logo.

With new computer graphic and art design technology, logo designs have come a long way and it would be nice to put out a new logo for the district.

I have attached a few ideas to illustrate the concept. Once a design is chosen I can have a sample made for approval.

The fire patch and door emblem on the district vehicles would be the first part that would be changed. All the stationary could be changes through attrition so we do not waist current products that have the district's current logo.

Fiscal Impact:

To create the new patch and have 200 produced would cost \$346.50

The cost of removing and putting the new patches on approximately 40 uniform shirts and jackets.

The cost of creating and producing the new seal for the center piece for each door on each piece of equipment.

Staff Recommendation:

Discuss options for a new logo for the San Miguel Community Services District.

PREPARED BY:

Rob Roberson

Rob Roberson Interim General Manager / Fire Chief

Attachment:

Exhibit A:

