



BOARD OF DIRECTORS

Raynette Gregory, President Anthony Kalvans, Vice-President
 Ward Roney, Director Hector Palafox, Director Ashley Sangster, Director

REGULAR MEETING AGENDA 7:00 P.M. Opened Session SMCS D Boardroom 9-23-2021

IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCE MEETINGS:

Based on the mandates by the Governor in Executive Order 33-20 and the County Public Health Officer to shelter in place and the guidance from the CDC, to minimize the spread of the Corona Virus, please note the following changes to the District's ordinary meeting procedures:

- The District offices are not opened to the public at this time, please call 805-467-3388
- The Meeting will be conducted with social distancing observed.
- All members of the public seeking to observe and comment to the local legislative body may do so in person or telephonically/email in the manner described below.

HOW TO SUBMIT PUBLIC COMMENT IF NOT ATTENDING MEETING:

Written / Read Aloud: Please email your comments to tamara.parent@sanmiguelcsd.org (Board Clerk), write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (keep to three minutes) prominently write "Read Aloud at Meeting" at the top of your email. All comments received before 4:00 PM the day of the meeting will be included as agenda supplement on the District's website under relevant meeting date and will be provided to the Board of Directors.

Voice Mail: Leave a message on the District phone line at 805-467-3388 after 4:30pm before 4:30pm District Staff will take down message. Voice "Public Comment" at beginning of message and include agenda item number and title. All comments received before 4:00 PM the day of the meeting will be included as agenda supplement on the District's website under relevant meeting date and will be provided to the Board of Directors.

PUBLIC RECORD

Public records that relate to any item on the open session agenda for a meeting are available for public inspection. Those records that are distributed after the agenda posting deadline for the meeting are available for public inspection at the same time, they are distributed to all of the members of the Board. The documents may also be obtained by calling the District Board Clerk.

Please see: www.sanmiguelcsd.org

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 see notice. Sign in sheet at podium for public comment.

Comments are **limited to three minutes**, unless you have registered your organization with CSD Clerk prior to the meeting. 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. If you wish to speak on an item not on the agenda, you may do so under item VII "Public Comment and Communications for items not on the agenda". 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 SMCSO 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: 7:00 PM

II. Pledge of Allegiance:

III. Roll Call: *Gregory* ___ *Kalvans* ___ *Roney* ___ *Palafox* ___ *Sangster* ___

IV. Approval of Regular Meeting Agenda:

M _____ S _____ V _____

V. ADJOURN TO CLOSED SESSION: Public Comment for items on closed session agenda

Time: _____

A. CLOSED SESSION AGENDA: None

VI. Call to Order for Regular Board Meeting/Report out of Closed Session 7:00 PM

Time: _____

1. Report out of closed session by District General Counsel (WhiteBrenner, LLP)

VII. 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" and "Sign in".

VIII. Special Presentations/Public Hearings/Other: None

IX. Staff & Committee Reports – Receive & File:

Non-District Reports:

- | | | |
|----|---|------------------|
| 1. | San Luis Obispo County | Verbal/No Report |
| 2. | Camp Roberts—Army National Guard (Mitten) | Verbal/No Report |
| 3. | Community Service Organizations | Verbal |

District Staff & Committee Reports:

- | | | | |
|----|--------------------------|------------------|-----------------|
| 4. | Interim General Manager | (Mr. Roberson) | Verbal |
| 5. | District General Counsel | (Mr. White) | Verbal |
| 6. | District Engineer | (.) | No Report |
| 7. | Director of Utilities | (Mr. Dodds) | Report Attached |
| 8. | Fire Chief | (Chief Roberson) | Report Attached |

X. CONSENT CALENDAR:

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. 8-19-2021 Special Board Meeting

XI. BOARD ACTION ITEMS:

1. Review, Discuss, Receive and File the Enumeration of Financial Report for AUGUST 2021 (Hido)

- A. Claims Detail Report
- B. Statement of Revenue Budget vs Actuals
- C. Rev Budget vs Actual Summary
- D. Statement of Expenditures Budget vs Actual
- E. Cash Report

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

2. Discuss and approve Resolution 2021-30 adopting a fee schedule for water meters, notices and other services and or repair installation services provided by the District. (Dodds)

Recommendation: Approve Resolution 2021-30 adopting a revised fee schedule.

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

3. Discuss and Adopt Resolution 2021-27 Approving an agreement for ON-CALL District Engineering Services with GSI Water Solutions Inc. (Dodds)

Recommendation: Discuss and adopt Resolution 2021-27 approving an agreement with GSI Water Solutions, Inc. for temporary ON-CALL District engineering services contract

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

- 4. **Review and approve change order for DUDEK in an amount not to exceed \$4,550 to complete an environmental assessment (EA) required by USDA.** (Dodds)

Recommendation: Authorize a change order with DUDEK in an amount of \$4,550.

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

- 5. **Discussion on status of Machado Wastewater Treatment Facility expansion and aeration upgrade project** (Dodds)

Recommendation: Discuss the status and next steps of the Machado Wastewater Treatment Facility expansion and aeration upgrade projects.

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 TO NEXT REGULAR MEETING

ATTEST:

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

I, Tamara Parent, Board Clerk of San Miguel Community Services District, hereby certify that I caused the posting of this agenda at the SMCSO office on September 20, 2021

Date: September 20, 2021

Rob Roberson, Fire Chief/Interim General Manager
 Raynette Gregory, SMCSO Board President 2021
 Tamara Parent, Board Clerk



San Miguel Community Services District

UTILITY STATUS REPORT

8-21-2021 Thru 9-17-2021

AGENDA ITEM# IX.7

Well Status:

- Well 4 is partially operational – Well Level 129’ 9/15/2021 (PUMPING)
- Well 3 is fully operational – Well Level 57.75’ 9/15/2021 (STATIC)
- SLT well is in service
- Total combined average running hours per day (11.75)
(threshold for stage 1 resource severity level determination is 17 hours per day)

Water System status:

Water leaks this month:3 This calendar year: 9

Water related calls through the alarm company after hours this month: 2 This Year: 6

- Working on audit of the cross-connections within the District and verifying compliance with state law, and the District Water Code. Some residents and businesses will be required to install cross-connection control devices.

Sewer System status:

Sewer overflows this month: 0 this year: 0

Sewer related calls through the alarm company this month: 0 This Year: 0

- Video inspection of all sewer lines has started.

WWTF status:

- The DO sensors and monitors failed for ponds 1 and 2, we are getting costs estimates together for replacement with equipment that will be compatible with the future MBR.
- A hole was discovered in the discharge piping in the wet well at the WWTF. Parts are on order and they will be replaced as soon as the parts are in.

State Water Resources Control Board (SWRCB):

- Working with SWRCB to apply for funding to cover past due amounts in excess of 60 days, through California Water and Wastewater Arrearage Payment Program

Billing related activity:

- **Total active accounts (at the time of this report)**
 - 940 water accounts
 - 814 wastewater accounts
- **Overdue accounts (at the time of this report)**
 - 23 accounts 60 days past due
- **Service orders (for prior month)**
 - 48 service orders issued and completed

Lighting status:

- Working with PGE Rep to get the remainder of the PGE owned streetlights converted to LED.
- Photo cell for the new street light came but was the wrong one, new one is on order.

Landscaping:

- Repairing new leaks found within the landscape.

Solid Waste:

Mattress recycling

- Mattresses are accepted by appointment only, and only on Fridays between 8 am and 11 am.

E-Waste collection

- E-waste is accepted on Fridays between 8 am and 11 am.

Project status:

- Well arsenic treatment
 - Working with Awalt Engineering and Monsoon Consultants to identify a viable option for treating arsenic at the District wells.
 - Working to determine a funding mechanism for arsenic treatment.
- Generator installation is in progress, generators are on order.
 - Well generators are anticipated to arrive in November

Board requested information:

- .

WWTP expansion and Aerator Upgrade

- MBR bids were due June 11th, 1 proposal was received and reviewed by staff.
- DE and DOU met with USDA on June 15th about funding.
- DE and DOU had a meeting with County about updating our CUP for the WWTF.
- Draft environmental report sent to USDA for review
- Headworks RFP released and was due on September 17th. 3 Vendors attended the mandatory prebid meeting.

Staffing

- One vacant position.
 - WWTF Operator Lead, which will remain vacant until we are closer to WWTF construction.

SLO County in San Miguel:

- County has declared that the County is in a Drought, this follows the States proclamation of a near statewide Drought.

Caltrans in San Miguel:

- .

Rain in San Miguel:

2018	9"
2019	12.5"

7

2020	.50"
2021	.68"

Kelly Dodds

Kelly Dodds

Director of Utilities

Date: September 16th, 2021

San Miguel Community Services District Board of Directors Meeting



Staff Report

September 23rd, 2021

AGENDA ITEM: IX 8

SUBJECT: Fire Chief & Asst Fire Chief Report for August 2021

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

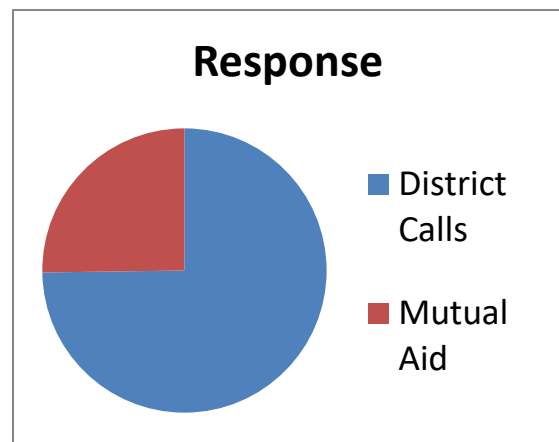
INCIDENT RESPONSE:

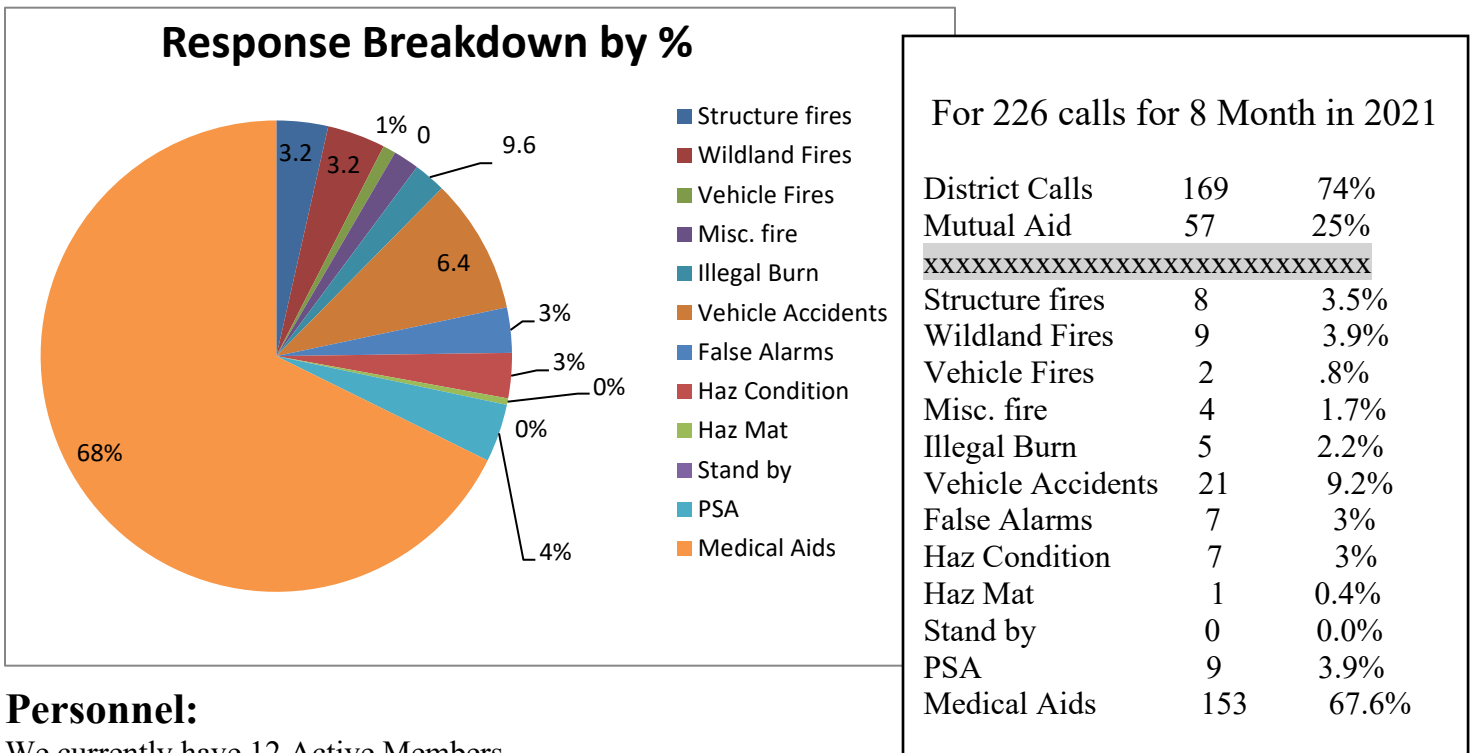
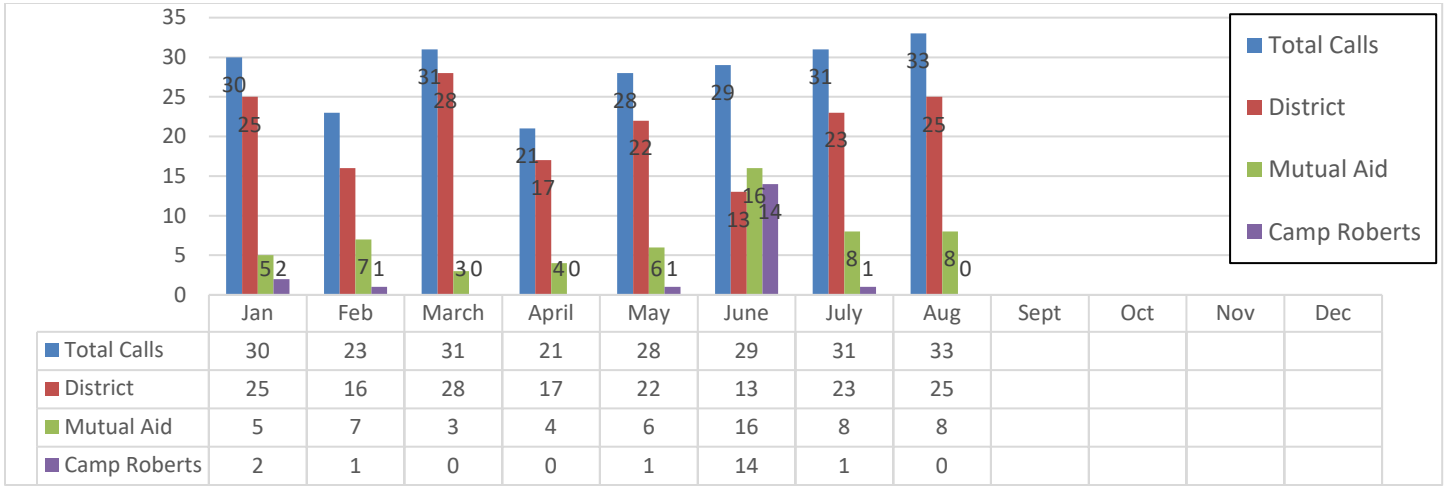
- Total Incidents for August 2021 **33**
- Average Calls for per 8 Months in 2021 **28.2**
- Total calls for the year to date **226**

Emergency Response Man Hours in August = 55	Total	598
Stand-By Man Hours for August = 10	Total	<u>199</u>
	Total hr.	797

Emergency Response Man Hours = **1.6 hr.** Per call for August **2.6** Per call for the year
 Stand-By Average per Call = **.3** Per call for, August **.8** Per call for the year

August YTD	
District calls	169 =74%
Mutual aid calls	57 =25%
Assist Camp Roberts	0 = 0%





Personnel:

We currently have 12 Active Members.
 1 Chief
 1 Asst. Chief/ Prevention Officer
 0 Fire Captains
 1 Engineers
 9 Firefighters

Fire Department Financial overview

Beginning - **\$1,023,553.28**
 Received - \$537,426.75 = \$1,560,980.03
 Transferred in - \$20,598.99 = \$1,581,579.02
 Disbursed - \$494,178.51 = \$1,087,400.51
 Transferred Out - \$113,278.41 = **\$974,122.1**

August / 2021

Beginning - **\$973,647.64**
 Received - \$75,986.80 = \$1,049,634.44
 Transferred in - \$16,606.42 = \$1,066,240.86
 Disbursed - \$146,521.88 = \$919,718.98
 Transferred Out - \$42,076.93 = **\$877,642.05**

Equipment:

- All equipment is in service.
- E8668 was sent to South Coast for service and minor repair.
- E8696 was sent to South Coast for an alarm reset.

Activities:

- Actively working within the COVID standards
- Working on the Temporary Housing Unit Project.

July

<u>Date</u>	<u>Other activities</u>	<u>Time</u>
5 th	Cleanup	0800-1200

Information:

- Fire Prevention Report.

Prepared By:

Rob Roberson / Scott Young

Rob Roberson, Fire Chief & Scott Young, Assistant Fire Chief

FIRE EQUIPMENT

2021 MILEAGE / FUEL REPORT

IX-8

Mileage/ Fuel	January		February		March		April		May		June		Total		Avg. MPG
Diesel	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
E-8696	32	17	115	17	50	40	9	0	37	0	26	17	269	91	3.0
E-8668	67	40.2	30	11	30	20	64	14	162	62	133	26	486	173	2.8
P-8651	67	0	47	24	118	12.4	51	13	145	21	27	0	455	70.4	6.5
6 Month Total												1210	335	3.6	
Gas	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630	7.7	0	920	70	931	66	874	63.8	666	34	31	0	3663.5	234	15.7
C-8601	663	63	389	36	399	33	291	32.6	359	25	300	21	2401	211	11.4
C-8600	368	37	216	22	296	18	268	40	347	42	278	26	1773	185	9.6
6 Month Total												7837.5	629	12.5	

Mileage / Fuel	July		August		September		October		November		December		Total		Avg. MPG
Diesel	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
E-8696	71	17	24	37.1									364	145	2.7
E-8668	2056	734		42									486	215	2.5
P-8651	105	0	36	25									596	95.4	6.4
12 Month Total												1446	456	3.2	
Gas	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630	205	12	0	0.1									3868.5	246	15.7
C-8601	0	0	0	0									2401	211	11.4
C-8600	531	18	460	39									2764	242	11.4
12 Month Total												9033.5	699	12.9	

OC

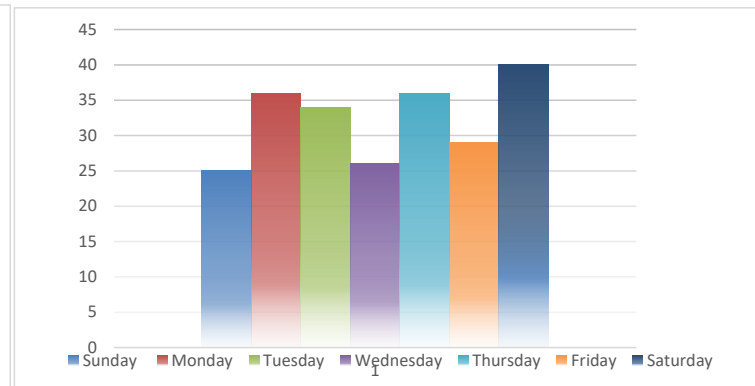
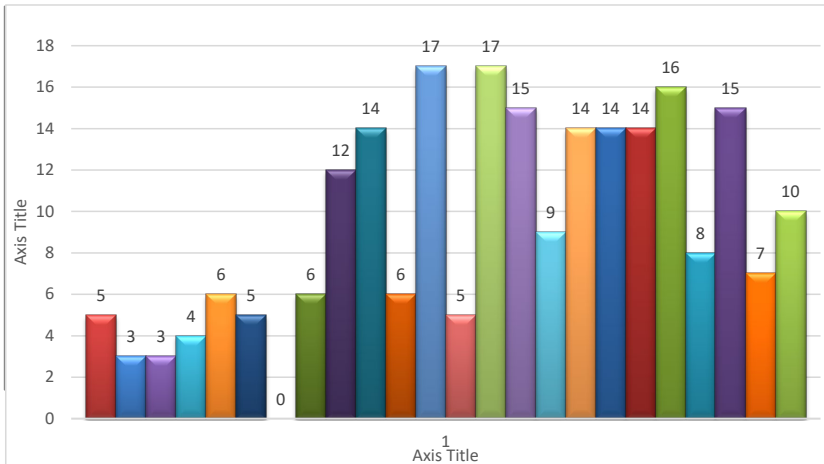
YTD 2021 Total	mi.	gal.	Avg. MPG
Diesel	1446	456	3.2
Gas	9033.5	629	14.4

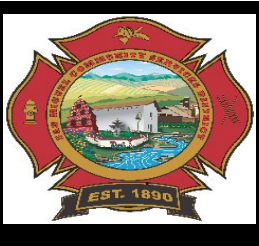
Call per time of day and day of the week 2021

	After Hours					CSD Work Hours											Off Hours					Total				
	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
Sunday				1	1	1		1	1	3				2	1		1	3	1	4	1	4			25	11%
Monday		1	2						5	5		3	1	2	2	3	3	1	5	1			1	1	36	15%
Tuesday				2						3	1	4	1	1	5		2	2	1	5	3	2	1	1	34	15%
Wednesday	1		1					2		1		2	1	5		2	3	3		2	2		1		26	11%
Thursday	1	1			2	1		1	2	1	2	5	1	4	2	1	3		1		1	4	1	2	36	15%
Friday	1	1			2	1			2	1	2	1	1	1	2	2	1		4	2		2	1	2	29	12%
Saturday	2			1	1	2		2	2		1	2	0	2	3	1	1	5	2	2	1	3	3	4	40	17%
Hour Total	5	3	3	4	6	5	0	6	12	14	6	17	5	17	15	9	14	14	14	16	8	15	8	10	226	
	2%	1%	1%	1%	2%	2%	0%	2%	5%	6%	2%	7%	2%	7%	6%	3%	6%	6%	6%	7%	3%	6%	3%	4%		

Total calls during CSD Work Hours	80	35%
Total calls during Off time and weekends	146	64%
After Hours calls 22:00 to 06:00	44	19%
Total Weekend Calls	65	29%
Total Calls Monday thru Friday	161	71%

8am to 8pm

39 17%


	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	2	0	0	2	2	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	2
Veg. Fires	0	1	0	0	0	0	0	0	0	1	1	3	2	0	0	1	0	0	0	0	0	0	0	0	0	3	6
Vehicle Fires	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Misc. Fires	0	0	0	0	0	0	0	2	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2	2
Illegal Burning	3	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	5	0
Vehicle Accidents	1	1	1	0	2	2	0	0	1	0	2	3	2	2	3	1	0	0	0	0	0	0	0	0	0	12	9
False Alarms	2	0	0	0	2	0	0	0	1	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	6	1
Hazardous Condition	3	0	0	0	3	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	7	0
Hazardous Materials	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
Standby	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
Pub.Svc.Asst.	2	0	3	0	0	0	1	0	1	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	9	0
Medical Aids	12	3	11	5	18	1	16	2	17	4	8	9	17	6	19	5	0	0	0	0	0	0	0	0	0	118	35
Call TOTALS	25	5	16	7	28	3	17	4	22	6	13	16	23	8	25	8	0	0	0	0	0	0	0	0	0	169	57
	30		23		31		21		28		29		31		33		0		0		0		0		226		
<i>CPR</i>	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0
Mutual Aid SLO/Mon.	3	0	7	0	2	0	1	1	6	0	15	0	8	0	8	0	0	0	0	0	0	0	0	0	0	51	
Camp Bob Asst.	1		1		0		0		1		14		1		0		0		0		0		0		0	18	
Average Calls Per	<i>Month</i>		27.0	<i>Day</i>	0.9	<i>SLO Co. MA</i>					50	<i>Montrey Co. MA</i>					1	<i>CPR TOTAL</i>					1				

San Miguel Fire Department

San Miguel, CA

This report was generated on 9/16/2021 9:20:05 AM

Daily Log Items per Personnel for Activity Code for Personnel

Activity Codes: All Activity Codes | Personnel: Young, Scott P | Start Time: 00:00 | End Time: 23:00 | Start Date: 08/01/2021 | End Date: 08/31/2021

START	END	LOG TYPE	APPARATUS	NOTES	HOURS
08/09/2021 08:30:00	08/10/2021 08:30:00	DAYBOOK	SMF 1		24.00
08/10/2021 08:30:00	08/10/2021 22:00:00	DAYBOOK	SMF 1		13.50
08/10/2021 18:00:00	08/10/2021 22:00:00	DAYBOOK		Firefighter Training: Water Supply Lead Instructor: Roberson, Robert E	4.00
08/11/2021 08:30:00	08/11/2021 17:00:00	DAYBOOK	SMF 1		8.50
08/11/2021 09:00:00	08/11/2021 09:00:00	DAYBOOK	E8668	E8668 into South Coast for post strike team check	0.00
08/12/2021 08:30:00	08/12/2021 17:00:00	DAYBOOK	SMF 1		8.50
08/12/2021 13:15:00	08/12/2021 13:30:00	DAYBOOK	SMF 1	Meeting with Chief Nelson regarding Dave Garabedian's actions on a fire call	0.25
08/15/2021 08:30:00	08/16/2021 08:30:00	DAYBOOK	8601		24.00
08/16/2021 08:30:00	08/17/2021 08:30:00	DAYBOOK	SMF 1		24.00
08/16/2021 09:00:00	08/16/2021 10:00:00	DAYBOOK	SMF 1	Final Fire Inspection Locatelli: Passed	1.00
08/17/2021 08:30:00	08/18/2021 08:30:00	DAYBOOK	SMF 1		24.00
08/17/2021 18:00:00	08/17/2021 22:00:00	DAYBOOK		Firefighter Training: Tools and Equipment Lead Instructor: Roberson, Robert E	4.00
08/18/2021 08:30:00	08/18/2021 17:00:00	DAYBOOK	SMF 1		8.50
08/18/2021 09:00:00	08/18/2021 09:00:00	DAYBOOK	E8696	E8696 into South Coast	0.00
08/19/2021 08:30:00	08/19/2021 22:30:00	DAYBOOK	SMF 1		14.00
08/19/2021 09:00:00	08/19/2021 09:00:00	DAYBOOK	E8696	E8696 returned from South Coast. Crankcase Breather replaced	0.00
08/19/2021 18:30:00	08/19/2021 22:30:00	DAYBOOK	SMF 1	BOD meeting	4.00
08/22/2021 08:30:00	08/23/2021 08:30:00	DAYBOOK	8601		24.00
08/23/2021 08:30:00	08/24/2021 08:30:00	DAYBOOK	SMF 1		24.00
08/24/2021 08:30:00	08/24/2021 22:00:00	DAYBOOK	SMF 1		13.50
08/25/2021 08:30:00	08/25/2021 17:00:00	DAYBOOK	SMF 1		8.50
08/26/2021 08:30:00	08/26/2021 22:30:00	DAYBOOK	SMF 1		14.00
08/30/2021 12:00:00	09/12/2021 23:00:00	DAYBOOK	E8668	Caldor Fire CAENF 024030 ENFE20778	323.00
Total Hours for: Young, Scott P					569.25
Total of all Personnel Hours					569.25

Lists the Daily Log items, grouped by Personnel, corresponding to the selected Activity Code and Personnel.



**BOARD OF DIRECTORS**

Ashley Sangster, President Anthony Kalvans, Vice-President
 Ward Roney, Director Hector Palafox, Director Raynette Gregory, Director

REGULAR MEETING MINUTES

6:00 P.M. Closed Session 7:00 P.M. Opened Session
SMCSD Boardroom 08-19-2021

I.	Call to Order:	6:00 PM
II.	Pledge of Allegiance:	Kalvans
III.	Roll Call:	<i>Sangster, Kalvans, Gregory, Roney, Palafox</i> ABSENT: <i>None</i>

IV.	Approval of Regular Meeting Agenda:					
	Motion by:	Director Sangster	to approve Agenda, with moving Pledge to Opened Session			
	Second by:	Director Gregory				
	Motion:	Voice Vote				
	Board Members	Ayes	Noes	Abstain	Recuse	Absent
	A. Sangster	X				
	A. Kalvans	X				
	H. Palafox	X				
	R. Gregory	X				
	W. Roney	X				
	Public Comment for items on closed session agenda					
	NONE					

V.	ADJOURN TO CLOSED SESSION:	Time: <u>6:02 PM</u>
A.	CLOSED SESSION AGENDA:	
1.	CONFERENCE WITH DISTRICT GENERAL COUNSEL-ANTICIPATED LITIGATION Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: White Oak	
2.	CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: Confidential Complainant	

VI.	Call to Order for Regular Board Meeting/Report out of Closed Session 7:00 PM	
	Time:	<u>7:02 PM</u>
	Pledge of Allegiance:	Kalvans <i>Video part 1/5 time: 0:05</i>
1.	Report out of closed session by District General Counsel (Tom Hallinan- WhiteBrenner, LLP)	
1.	Direction given to Staff on both items	

VII.	Public Comment and Communications for items not on the Agenda: Board Clerk- Anonymous comment (by email) submitted but not read into record, will be available to public by request Owen Davis (San Miguel Resident)- Questions about office turnover, bilingual office personnel Counsel- Questions may be answered after all public comment	<i>Video part 1/5 time: 01:40</i>
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VIII.-XI. **Special Presentations/Public Hearings/Other:**
NONE

X. **Consent Calendar:**
NONE

XI.	<p>Board Action Items:</p> <p>1. Discuss and adopt Resolution 2021-21 nominating and electing a President of the Board of Directors</p> <p>RECOMMENDATION: Adopt Resolution 2021-21 nominating and electing a President of the Board of Directors. Item Presented by District Counsel White.</p> <p>Board Comment: AS- On what grounds? Counsel- the Board does not need “grounds”, none are specified Board Clerk- read aloud Staff Report for adopting Resolution 2021-21, and Board's options for accepting or rejecting said resolution WR- Voiced that it is Distasteful to do this, but because conduct of the current president was advised by the attorneys’ that actions be discontinued- were not, costing the district money, would like to vote on a new president RG- Spoke with attorneys about the president asking for access for personal gain, its appalling, difficult if president has ulterior motive, he can’t be trust by the board, is biased, doesn’t think AS was good president AS- Voiced that he has not been dishonest with general counsel, was asked by current GM to have position as GM, wasn’t using attorney resources for personal gain but was sponsored by current GM General Manager/Fire Chief RR- disagrees, and voiced that Director Sangster has spent over \$10,000 of District money for the Board President to replace District General Manager</p> <p>Public Comments:</p> <p>Owen Davis (San Miguel Resident)- Finds Board actions ironic, he know who’s behind it. Why is the Board wanting to remove President Sangster with only 4 months left? He is the only Board Member who looks out for community not themselves, been to a lot of meetings. Board members need to look out for us, need to understand where they are getting money, new hire asked him to say please. Mr. Davis makes threat to bring out information on Director Gregory.</p> <p>Liliana Rojas (San Miguel Resident)- As a Firefighter and was former employee of District for 3 years, left on good terms, last month of employment the CSD was the worst when GM was out with personal injury, AS was asked to step in and he created hostile environment wanting to take GM position. He was unconcerned with what was going on & was bringing out negativity in office toward her personally, as the only Spanish speaker in office she stayed to help the community, but chose to leave because of the hostile environment.</p> <p>Daniele Boatwright (San Miguel Resident)- Manager of the Elkhorn Bar, spoke on her personal opinion of President Sangster based on experience between him and her staff, a local for 7 years and business manager, she has worked side by side with GM Roberson at community charity functions, she finds it discouraging to see a person torn down by people with personal vendettas and gains under a disguise of concern for water prices. She doesn’t want a CSD president who has been 86’d (not allowed in the towns bar) for misconduct with herself and her staff, and for reasons unable to say what had happened to one of her bartenders, but believes this strongly reflects Director Sangster's poor character.</p>	<p><i>Video part 1/5 time: 05:46</i></p> <p><i>Video part 1/5 time: 13:35</i></p>
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Roberson (GM)- Voiced that this decision is based on the way previous meetings have been conducted, continuously allowing people to speak out of turn and rudely, not acknowledging Robert's Rules of Order, recognizing other people in the group, acknowledging people not at podium, not giving staff courtesy, Board Members requested this be put on the agenda.

Board Comment:

AS- Voiced that latitude was given because few people attend meetings, maybe some uncomfortable conversations, but has spent 4 years in this community giving his time & effort, loves this community, may be abrasive

RG- Voiced that the problem is at the smaller meetings the rude public comments are made against staff members and President Sangster snickers at them, unprofessional and the Board cannot allow that, it's unprofessional and the videos tell all.

WR- Personal opinion is that the President Sangster has dishonored his position, dishonored the Board members, allowed past meetings to be a circus, including AS personal involvement

AS- disagrees and believes meetings have evolved on their own, current staff member have lashed out at someone publicly speaking

AK- Thanks to community for coming, lived here his entire life, seen these divisions time and time again, meetings have been unprofessional. Director Kalvans voiced that for mending would like to move forward and formally motion to remove AS and nominate RG as president. She has been business owner of this community, helped events and commerce.

Motion by: Director Kalvans

Second by: Director Palafox

Motion: to remove Sangster as President and nominates Gregory as New President

Board Members	Ayes	Noes	Abstain	Recuse	Absent
A. Sangster			X		
A. Kalvans	X				
H. Palafox	X				
R. Gregory	X				
W. Roney	X				

Break for short recess to move positions

Video part 2/5 time 07:00- 08:38

Video part 2/5 time: 08:40

2. Review, Discuss, Receive and File the Enumeration of Financial Report for June 2021 (Hido)

- A. Claims Detail Report
 - a. Claim Detail Report JUNE 2021
 - b. Claim Detail Report MARCH 2021
- B. Statement of Revenue Budget vs Actuals
- C. Revenue Budget vs Actual Summary
- D. Statement of Expenditures Budget vs Actual
- E. Cash Report

Item Presented by Financial Officer Hido; started presentation with an introduction: Mrs. Hido has worked in accounting for 10 years with various software and industries, learning Black Mountain is not an issue. Current status: all June entries are entered, all 2021 bank reconciliations are closed, CPA has approved so far. June will be brought back for filing with year-end financial reports after the audit is completed. The monthly recurring bills and annual bills have been entered. She is in the process of cleaning up descriptions of past entries, US Bank bill missing descriptions for period 7, 9, 12, 1, & 2. Currently waiting for reports and checks from the county, is ready for the audit with Kramer Associates and Moss Levy.

Board Comment:

AK- more info is always good, time & costs

RG- very helpful but does not think necessary to go back

WR- more information is better

AS- Asked for the total spending for Railpro on 10th and 11th street waterline replacement? After looking at financials June 22k March 14k, AS asked when did they come on board?

WR- asked if that was requirement to work next to the railroad

KD-voiced yes, it was a requirement and would look into total paid to Railpros

Public Comments:

Owen Davis (SM District Resident): Since talking about spending the people’s money, do we have a clerk here? Why are we paying a vendor \$4k to do work that should be done in-house?

RR- response: chose to use stenographer because time was exceeding board clerk time and minutes take a lot of time. Looked into to see if a stenographer would be cost-effective but are not using anymore, still looking for someone to do the minutes, minutes currently done in-house

SY- we no longer use the stenographer because she quit. She was found in front office crying from the rude and racist comments made by the public during the meeting, she was only here for a couple months

Motion by: Director Gregory

Second by: Director Kalvans

Motion: To receive and file "Claims Detail" a & b

Board Members	Ayes	Noes	Abstain	Recuse	Absent
A. Sangster	X				
A. Kalvans	X				
H. Palafox	X				
R. Gregory	X				
W. Roney	X				

Video part 2/5 time: 22:05

3. Review and Approve RESOLUTION 2021-22 approving Fire Chief Job Description

Recommendation: Approve Resolution 2021-22 Fire Chief Job Description

Counsel White presented; voiced that follow-up to discuss discrepancies from last meeting, go over job description and Item 4 & 5, we have made changes to be consistent with what was asked for by the Board.

AS- it was never settled upon what probationary period would be, nine or six months?

Board Clerk- Erin said would leave the decision on time period up to the Board of Directors

Counsel White- Current interim GM thinks the period should be 12 months because that is standard, there is no real clarity, the Fire Chief recommendation is 12 months

Public Comments:

Owen Davis- voiced information about GM position and it was explained that item was next

Liliana Rojas- Current Fire Chief is under in, benefits, pay, not sure what original amounts were but the Fire Chief probably deserves what everyone else in that field gets- is he requesting that? LR voiced No, because he is not that kind of person, thinks he deserves what he is requesting, public safety is important to make sure someone goes to every call, he calls the County and get things done, nobody else would do the job for what he is doing it for, nobody would jump to that position- they’d run away from it, what he is requesting is nothing to what he deserves.

WR: motions for approval with 12-month probationary period

Motion by: Director Roney

Second by: Director Kalvans

Motion: To approve Resolution 2021-22 approving Fire Chief Job Description with amendment to 12-month probation period.

Board Members	Ayes	Noes	Abstain	Recuse	Absent
A. Sangster	X				
A. Kalvans	X				
H. Palafox	X				
R. Gregory	X				
W. Roney	X				

4. Review and Approve RESOLUTION 2021-23 approving General Manager Job Description

Recommendation: Approve Resolution 2021-23 General Manager Job Description

Counsel White- General Manager job description, few more changes, duties related to personal supervisor pg.2, board members felt portion should be based on District Policies, GM is in charge of employee personnel, exceptions being General Counsel and GM all other employees are supervised by General Manager and ratified by the Board.

Board Clerk- no redline- highlighted version for clarification

Public Comments:

Owen Davis- Doesn't have anything against Rob, but feels the District needs a full-time general manager, he is supposed to be here and is never here. District Counsel explained that this item was on the Job Description for the District General Manager position not specifically Rob Roberson

Motion by: Director Kalvans

Second by: Director Gregory

Motion: To approve Resolution 2021-23 General Manager Job Description

Board Members	Ayes	Noes	Abstain	Recuse	Absent
A. Sangster	X				
A. Kalvans	X				
H. Palafox	X				
R. Gregory	X				
W. Roney	X				

Video part 3/5 time: 02:10

5. Review and approve contract by RESOLUTION 2021-19 with Rob Roberson as Interim General Manager/ Fire Chief (Dervin)

Recommendation: Approve contract with Rob Roberson as Interim General Manager/ Fire Chief

Counsel White presented item- specific to R. Roberson, 2-year contract by mutual agreement is one year creating structure for second year, few changes referencing effective date 6-1-2021 and finance section 5.1

Public Comments:

Owen Davis (San Miguel Resident)- Would like to see the contract for general manager, hasn't seen anything on the website, voiced that he felt that the district needed a full-time General Manager

Board Clerk- Voiced that it has been available for over a week and that everyone here is looking at it on the website

Joseph Kohler- (San Miguel Resident) Witnessed firsthand the charisma, honesty, and leadership of Chief Roberson, goes above and beyond for his community, excellent work ethic, profession and works tirelessly around the clock for CSD & Fire dept., great friend, and tremendous leader

Liliana Rojas- (San Miguel Resident) former employee of CSD, current firefighter, started with the SMFD 10 years ago and voiced that she could work at any dept. she wanted to but likes staying here knowing this town is being taken care of and that she's helping to care for this community, last ten years been here and see three GM's, the time working under Rob he has been trying to get everything back in order, nobody would do it for the amount he is asking, all the spending has been needed for structural reasons but not spending money on the GM, people would run away from this job.

Aron Kardashian- (SM Garbage) Voiced that he has been here for 32 years and has seen a lot of GM's come in and out, last 5 years this Board been exceptional, lot of trials with solid waste and recycling. Both staff and General Manager that are currently here are on point for requests, to get contracts done, and new regulations coming out constantly, constantly looking out for better of community, appreciate Board and CSD Staff

Jose Ventura- (San Miguel Resident) Voiced that he has been with SMFD for 3 years, great experience, thanks Rob and Scott for bringing him on, part of this community and values the Spanish part of the community

Brendin Beatty- (San Miguel Resident) work for SMFD for 2 years, first moved here got to experience of being a Firefighter, saw the recruitment sign and Rob/Scott treated him as an equal, seen all the work that Rob has done for community and station-probably doesn't get time to sleep, outstanding guy, glad to have met him and come back day after day and feels the love.

Board Clerk- Read aloud comment from Manuel Plasencia: owner of Manny's pizza, would like to support decision to support Rob's contract, would be true loss to not approve

Board Clerk- Read aloud comment from Mr. Sinclair- San Miguel resident and homeowner since 2015, family long-time residents, would like to show support for contract, time volunteering on SMFD; Rob was supportive teacher and mentor, would be very big loss if BOD does not approve contract

Staff comment: Assistant Chief Scott Young- privilege of being Assistant Fire Chief and Fire Prevention Officer, Mr. Young Voiced that he has been involved with SMFD/CSD for 16 years, Rob has been apart for as long, gone through several General Managers here, multiple past General Managers were Fire Chiefs. Outside the Community full-time GM's did not serve community, failed and spent countless dollars, need to live here in this community, proud to be apart of it, town can not afford a full-time General Manager, better financial shape under GM/Fire Chief, even when Rob is not here he is always available and only a phone call away

AK- Have known Rob since in first grade, been in this community a very long time, has been through many GMs, to hire a full-time would double how much community is paying & Rob is doing a great job.

Motion by: Director Kalvans

Second by: Director Gregory

Motion: To approve Resolution 2021-19 contract with Rob Roberson as GM/Fire Chief

Board Members	Ayes	Noes	Abstain	Recuse	Absent
A. Sangster	X				
A. Kalvans	X				
H. Palafox	X				
R. Gregory	X				
W. Roney	X				

Video part 3/5 time: 20:00

6. **Review and approve Resolution 2021-24 authorizing the Director of Utilities to contract with Viborg Sand and Gravel to repair pavement on 12th street in an amount not to exceed \$23,853 and authorize a budget adjustment from Water Capital Reserve to Water Capital Outlay (50-500) in an equal amount. (Dodds)**

Recommendation: Approve Resolution 2021-24 authorizing the Director of Utilities to contract with Viborg Sand and Gravel in an amount not to exceed \$23,853 and authorize a budget adjustment in an equal amount.

Item presented by Director of Utilities Kelly Dodds- August 10th catastrophic failure of waterline alley 12th street, notified immediately, extensive damage to roadway, KD met with county inspector, only two companies provided quotes for repair, requesting Viborg perform repair work, unplanned costs for \$23,853 from Capital outlay.

Board Comment:

RW- Do we have several companies we can call on?

KD- Yes, around 5 normally but only 2 came out right away & 2 from Atascadero that declined.

RG- Voiced that paving contractors can be cheaper but only these two were available.

RR- Voiced that Kelly and all the Utility Crew were out there, came out night of incident ready to work, started at 7am next day and were done at noon, without this staff the bill would have been astronomical, all utility trucks/excavators were necessary to minimize out-sourcing, could have been catastrophic cost but saved money being in-house, and wanted to thank the Utility Department.

Public Comments:

None

Motion by: Director Sangster

Second by: Director Roney

Motion: To approve Resolution 2021-24 as written

Board Members	Ayes	Noes	Abstain	Recuse	Absent
A. Sangster	X				
A. Kalvans	X				
H. Palafox	X				
R. Gregory	X				
W. Roney	X				

Video part 3/5 time: 26:55

- 7. **Review and approve RESOLUTION 2021-20 authorizing the Director of Utilities to contract with Aqua Engineering for materials and labor to install a Variable Frequency Drive at Well 4 at a cost not to exceed \$12,114.04 and authorize a budget adjustment in the same amount from Water Capital Reserve to Water projects Well 4 (50-517) in an equal amount. (Dodds)**

Recommendation: Approve Resolution 2021-20 authorizing the Director of Utilities to contract with Aqua Engineering for materials and labor to install a Variable Frequency Drive at Well 4 at a cost not to exceed \$12,114.04 and authorize a budget adjustment in the same amount from Water Capital Reserve to Water Projects Well 4 (50-517) in an equal amount. (Dodds)

Item presented by Director of Utilities Kelly Dodds; Over the last 2 years, Well 4 has had numerous failures during hot weather due to larger power demand, has contacted and worked with PG&E numerous times to no avail, all info within PG&E rule; Phase 7 for power variance, demand on the grid is exacerbating regular current balance, Well site & WWTF only phase; 3 power users so the unbalance only affects the district and not the residential customers, the VFD (variable frequency drive) will prevent failure for the well and also accommodate future needs, proposal is for all materials & labor to be incorporated into existing electrical and SCADA equipment, all proposers have extensive knowledge of these installations, Aqua Engineering, Alpha Electric, Baldwin Electric.

Board Comment:

WR- What is service life of device?

KD- depending on service, about 20-25 years

RG- how well known is the VFD, and how come not told sooner, how long this has been problem?

KD-very tried and true, talked out of it by PG&E, know off & on 2.5 years, power-failure issue encouraged in summer

AS- PG&E can't stabilize the power?

KD- PG&E says it is within their allowed parameters

RG- Mentioned it will take 3 days- part of facility 3 phase?

KD- 3 days coming into facility, depending on measurements, to allow wells to run & fail, if we can get PG&E to pay for it they would have to go back to our well site and possibly back farther on report history, back to N street- which very hesitant to do.

AS- Voiced that he wanted to make sure Aqua engineering has SMCSO terms & conditions

KD- willing to pay for our expenditures, if we ask for anything beside, they are flexible

Public Comments:

None

Motion by: Director Sangster

Second by: Director Gregory

Motion: To Approve Resolution 2021-20 as written

Board Members	Ayes	Noes	Abstain	Recuse	Absent
A. Sangster	X				
A. Kalvans	X				
H. Palafox	X				
R. Gregory	X				
W. Roney	X				

Video part 4/5 Time: 03:10

8. Discuss and Adopt Resolution 2021-25 Accepting a Notice of Contract Termination from Monsoon

Recommendation: Adopt Resolution 2021-25 accepting a Notice of Contract Termination from Monsoon Consultants for District engineering services and WWTF contract.

KD- Monsoon consultants currently acting as our engineer, due to pandemic/economic conditions will be shutting down practice, notice of termination in May, accept resolution to accept notice of termination

Public Comments:

None

Board Comment:

None

Motion by: Director Kalvans

Second by: Director Gregory

Motion: To Approve Resolution 2021-25 as written

Board Members	Ayes	Noes	Abstain	Recuse	Absent
A. Sangster	X				
A. Kalvans	X				
H. Palafox	X				
R. Gregory	X				
W. Roney	X				

9 Discuss options for District Engineering services (Dodds)

Recommendation: Provide direction to Staff

Item presented by Director of Utilities Kelly Dodds- Discuss Monsoon Consultants letter, how board would like to move forward, 4 main options just for info, last calendar year spent \$46k, \$23k for additional project work. Option A) approve agreement with GSI-, B) issue RFQ for district engineering services-would likely have to outsource, C) solicit for engineer to work directly as contract employee-more dedicated service, D) solicit other agencies for shared engineering services- may be least expensive but less desired service. Recommend to approve contract with GSI.

Board Comment:

WR- How long would we be without engineer?

KD- next two items to approve interim contract for BR to work with GSI, until Sept. 1st if not approve, likelihood of getting RFP out and back would take at least 60 days

WR- Would it be in our advantage, continuity with our same engineer?

AS- If known in May why coming to board in August? Previous contract was range of fees, most expensive \$145/hr., current contract says \$215 per hour, asking \$70 more per hour but it says no fiscal impact

KD- voiced that there is no particular fiscal amount in this report as is only discussion, correct the cost is quite bit higher but other staff has lower rate

AS- contract stipulates \$215 per hour billed, 30% increase, is there reason we can't engage them in project by project basis- might be acceptable, taking this agreement out till 2024-25 monsoon consultants would have been doing the job anyways

KD- suggestion is to make interim contract with GSI and immediately send out RFP for interim engineer, we would be without a district engineer for a couple months, somebody has to fill the job, there are a lot of engineers in SLO county and Monterey county

RR- Voiced that he has had discussions, great concern in which direction BR would go, working close to preserve work already done, its been in discussion and a lot of work, did not know and ignore/put off, working to try to preserve progress without having to re-do

AS- respect for current District Engineer

AS- asked about insurance, what is term of duration, Discussion ensued

KD- minimum 3 months or could ask for month by month, conversations with BR about GSI interested in writing proposals for ongoing services, month to month

RG- Agreed that the District needs District Engineer

WR- voiced that he appreciated AS suggestions.

AK- Voiced that he agreed with Dr. Reely has been a great asset to San Miguel, worry about cost of trying to bring on board someone new, what would it take to grow our own District Engineer, how many years out would it be?

KD- Voiced that it would be a full-time engineer, maybe someone retired 100k a year, someone in prime 200k a year, have to add benefits, would be ideal but too expensive and hard to find, general direction is to discuss next 2 items and approve contract with GSI

Public Comments:

None

Video part 4/5 time 22:40

10. Discuss and Adopt Resolution 2021-26 Approving an Agreement for District Engineering Services with GSI Water Solutions Inc. for the Machado Wastewater Treatment Facility Project

Recommendation: Discuss and adopt Resolution 2021-26 approving an agreement with GSI Water Solutions, Inc. for District engineering services related to the Machado Wastewater Treatment Facility (WWTF)

Item presented by Director of Utilities Kelly Dodds- one of two items continuing service with GSI re: Machado Wastewater treatment plant upgrade, assuming they provide interim services, we could request as a time/material monthly contract, 87k for full contract, that engineer will take over services, their proposal to provide all services and all engineering which is still in our original allotment, GSI does not do construction drawings, if board interested in time/material monthly basis will propose that to them.

Board Comment:

AS- The total amount billed at two-hundred-fifteen dollars per hour? What would have we spent with Monsoon for the same work? Most of products

KD- Yes, hourly cost and labor units. Monsoon shows 300 hours so \$43k at \$145/hr., this particular proposal billed at Blaine’s rate however lot of work proposing is work he would have done not including construction drawings \$125/hr. addition to this, about a \$44 thousand difference, pretty significant, recommend for services provided already listed until we can secure a permanent District Engineer.

AS- voiced that he would like to do a not to exceed at the rate now, we would be switching engineers middle of project, leverage opportunities to reduce amount not to exceed in between 145/hr. and 215/hr.

WR- worst they can say is no

RG- Voiced that if we were to change and get another engineer for the WW Treatment Plant project, how much of learning curve, and are we wasting time?

KD- The District Engineer worked closely, can bring up to speed in about a month/ slightly painful but not impossible, probably get through everything and get on board, biggest concern delay working with other agencies and USDA to get funding and regulatory approval, can definitely talk to GSI to willing to meet the bill/bring them back

Public Comments:

Owen Davis- leaving and comment unrelated to Agenda item□

Motion by: Director Sangster

Second by: Director Roney

Motion: To table items 10 & 11

Board Members	Ayes	Noes	Abstain	Recuse	Absent
A. Sangster	X				
A. Kalvans	X				
H. Palafox	X				
R. Gregory	X				
W. Roney	X				

Video part 4/5 time 33:18

11. Discuss and Adopt Resolution 2021-27 Approving an Agreement for Interim District Engineering Services with GSI Water Solutions Inc. (Dodds/ Dervin)

Recommendation: Discuss and adopt Resolution 2021-27 approving an agreement with GSI Water Solutions, Inc. for interim District engineering services and WWTF contract

Item Tabled

Video part 4/5 time 33:18

12. Review and approve a contract with MCD Services for On Call Drafting and Design Services (Dodds)

Recommendation: Authorize the Director of Utilities to contract with MCD Services for On Call Drafting and Design Services.□

KD- Asking for on-call time and materials contract with NSPE for drafting & design service utilities for other projects but main focus wastewater treatment plant construction drawings, under monsoon consultants they charged \$125/hr. for simple services, on call as type needed service, construction drawings

Board Comment:

WR- Looking over the information and agrees

Public Comments:

None

Motion by: Director Sangster

Second by: Director Palafox

Motion: To approve contract with MCD for services for On Call Drafting & Design

Board Members	Ayes	Noes	Abstain	Recuse	Absent
A. Sangster	X				
A. Kalvans	X				
H. Palafox	X				
R. Gregory	X				
W. Roney	X				

XII. BOARD COMMENT: *Video part 5/5 time: 02:50*

AK- email the IWMA board, deadline Sept. 15th

Board Clerk- will have discussions on IWMA on next agenda will need consensus

RG- Understand false information running around community about myself and my business, if anyone has questions or concerns direct them at me, is causing slander and mischaracterization, childish, unprofessional, please direct questions/concerns to me.

AK- Thanks to the public for attending the meeting

RR- GSA meeting on 26th closed session 6:30 open at 7, Board Training on Sept. 2nd at 9am, Kallie Johnson case postponed till Sept 16th for restitution.

XIII. ADJOURNMENT TO NEXT REGULAR MEETING 8:45:00 PM *Video part 5/5 time: 06:55*



San Miguel Community Services District Board of Directors

September 17th, 2021

AGENDA ITEM: XI - 1

SUBJECT: Review the enumeration of Financial Reports for August 2021

August 2021 Revenue: \$30,338.43

-\$20,348.17 = Write Off: Bad Debt sent to SLO County Tax Lien Resolution: 2021-17

-\$160,544.86 = Write Off: White Oak MHP per legal agreement

August 2021 Expenses: \$196,166.94

PROJECTS:

Resolution 2021-06: Generator Project- \$230,000.00 CALOES Power Resiliency Grant

AUGUST costs: Rental Depot \$21.46.

Grant use to date: \$28,787.75 (13% spent thru August 2021)

WWTP Expansion- SWRCB order 6/2018

AUGUST costs: \$0.00

Project costs to date: \$414,691.44

Resolution 2021-05: MDC- Budget: \$20,000.00

AUGUST costs: \$0.00

Project costs to date: \$4,620.25 (23% spent thru August 2021)

Fire Temporary Housing Unit-

AUGUST costs: Beacon GeoTechnical \$2,200.00

Project costs to date: \$7,429.76

LEGAL SERVICES

July Legal bill not received in August

White Oak MHP dispute has closed. Total legal costs: \$16,446.31

GENERAL OPERATING EXPENSES- AUGUST

- BMS \$6,393.00 - 2021/2022 Software Support
- CA State Firefighters Assoc \$1,105.00 – 16 Members
- Beacon GeoTechnical \$2,200.00 – Fire T.H.U.
- US Bank \$1,577.17 – Firewall Sonic Wall
- CalPERS \$9,405.060 – for August
- PG&E \$12,848.91 – Facilities

- South Coast Emergency Vehicle – \$1,314.76 step box repair and add air chuck
- USDA Payment \$43,419.18 – SM Reservoir Biannual payment

RECOMMENDATION: Review this enumeration of Financial Reports for August 2021. These items are for information and discussion only. Hold filing till after the 2020/2021 audit is completed.

PREPARED BY:

Michelle Hido

Financial Officer

REVIEWED BY:

Rob Roberson

Interim General Manager/Fire Chief

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7114	19158S	689 AMAZON CAPITOL SERVICES	280.78					
INV# 1JKG-WGRM-V3Y6								
1	WGRMV3Y6	08/01/21 WARNING SIGNS X12	140.39			40 64000	305	10200
2	WGRMV3Y6	08/01/21 WARNING SIGNS X12	140.39			50 65000	305	10200
Total for Vendor:			280.78					
7103	19159S	622 BALDWIN ELECTRIC SERVICE	675.00					
INV 348								
1	348	08/15/21 FIRE STATION DOORLIGHT FIXTURE	675.00			20 62000	352	10200
Total for Vendor:			675.00					
7108	19160S	688 BEACON GEOTECHNICAL	2,200.00					
PROJECT F-102772 SMF THU								
1	8347	08/02/21 GEOTECH ENG REPORT- SMF THU	2,200.00*			20 62000	511	10200
Total for Vendor:			2,200.00					
7113	19161S	33 BLACK MOUNTAIN SOFTWARE	6,393.00					
Annual Maintenances for Accounting, Budget Prep., Permitting, CR, UB, SO, ACH, BILL EMAILS,								
2021/2022								
1	27086	08/01/21 21/22 SERVICE/SUPPORT	1,310.57			20 62000	334	10200
2	27086	08/01/21 21/22 SERVICE/SUPPORT	127.86			30 63000	334	10200
3	27086	08/01/21 21/22 SERVICE/SUPPORT	2,429.34			40 64000	334	10200
4	27086	08/01/21 21/22 SERVICE/SUPPORT	2,397.38			50 65000	334	10200
5	27086	08/01/21 21/22 SERVICE/SUPPORT	127.85			60 66000	334	10200
Total for Vendor:			6,393.00					
7102	19162S	432 CA STATE FIREFIGHTERS'	1,105.00					
Active Firefighter Membership Dues 05/01/21 - 04/30/22								
1	11567	04/28/20 16 Members	1,105.00			20 62000	385	10200
Total for Vendor:			1,105.00					

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7136 -99434E 416 CALPERS CalPers 1800 Health Coverage month AUGUST 2021			6,816.81					
1	16496260	08/10/21 CalPers 1800 Health	398.04			20 62000	205	10250
2	16496260	08/10/21 CalPers 1800 Health	0.00			20 62000	206	10250
3	16496260	08/10/21 CalPers 1800 Health	99.20			20 21810		10250
4	16496260	08/10/21 CalPers 1800 Health	96.70			30 63000	205	10250
5	16496260	08/10/21 CalPers 1800 Health	0.00			30 63000	206	10250
6	16496260	08/10/21 CalPers 1800 Health	12.30			30 21810		10250
7	16496260	08/10/21 CalPers 1800 Health	2,049.41			40 64000	205	10250
8	16496260	08/10/21 CalPers 1800 Health	109.44			40 64000	206	10250
9	16496260	08/10/21 CalPers 1800 Health	422.44			40 21810		10250
10	16496260	08/10/21 CalPers 1800 Health	2,801.09			50 65000	205	10250
11	16496260	08/10/21 CalPers 1800 Health	109.44			50 65000	206	10250
12	16496260	08/10/21 CalPers 1800 Health	609.78			50 21810		10250
13	16496260	08/10/21 CalPers 1800 Health	96.70			60 66000	205	10250
14	16496260	08/10/21 CalPers 1800 Health	0.00			60 66000	206	10250
15	16496260	08/10/21 CalPers 1800 Health	12.27			60 21810		10250
7137 -99432E 416 CALPERS CalPers 4680 Annual Unfunded Accrued Liability Classic Plan 06-30-19 Actuarial Valuation			1,387.17					
1	16506142	08/01/21 CalPers 3100 Retirement	0.00			20 21850		10250
2	16506142	08/01/21 CalPers 3100 Retirement	69.34			30 21850		10250
3	16506142	08/01/21 CalPers 3100 Retirement	624.24			40 21850		10250
4	16506142	08/01/21 CalPers 3100 Retirement	624.24			50 21850		10250
5	16506142	08/01/21 CalPers 3100 Retirement	69.35			60 21850		10250
7139 E 416 CALPERS Fees for GASB-68 1900 Reports & Schedules Customer ID: 5069981886			700.00					
1	16512147	08/06/21 GASB-68 1900 Fees 2021/22	161.00			20 62000	325	10200
2	16512147	08/06/21 GASB-68 1900 Fees 2021/22	14.00			30 63000	325	10200
3	16512147	08/06/21 GASB-68 1900 Fees 2021/22	245.00			40 64000	325	10200
4	16512147	08/06/21 GASB-68 1900 Fees 2021/22	266.00			50 65000	325	10200
5	16512147	08/06/21 GASB-68 1900 Fees 2021/22	14.00			60 66000	325	10200

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7166	-99433E	416 CALPERS	501.08					
CalPers Annual Unfunded Accrued Liability Actuarial Valuation for Rate Plan 26019								
1	16506148	08/01/21 CalPers 3100 Retirement	102.72			20 21851		10250
2	16506148	08/01/21 CalPers 3100 Retirement	10.02			30 21851		10250
3	16506148	08/01/21 CalPers 3100 Retirement	190.41			40 21851		10250
4	16506148	08/01/21 CalPers 3100 Retirement	187.91			50 21851		10250
5	16506148	08/01/21 CalPers 3100 Retirement	10.02			60 21851		10250
Total for Vendor:			9,405.06					
7101	19164S	67 CHARTER COMMUNICATIONS	324.97					
Acct# 8245-10-105-0027311 Spectrum Business Internet/Voice								
Service 08/11/21 - 09/10/21								
1	071121	08/11/21 Internet/Voice AUGUST	97.49			20 62000	375	10200
2	071121	08/11/21 Internet/Voice AUGUST	113.74			40 64000	375	10200
3	071121	08/11/21 Internet/Voice AUGUST	113.74			50 65000	375	10200
7144	19189S	67 CHARTER COMMUNICATIONS	152.21					
Acct# 8245 10 105 0040553 1765 Bonita Treatment Plant								
Service from 08/18/2021 ~ 09/17/2021								
1	4055308182	08/18/21 Internet/Voice WWTP 8/18-9	76.10			40 64000	375	10200
2	4055308182	08/18/21 Internet/Voice WWTP 8/18-9	76.11			50 65000	375	10200
Total for Vendor:			477.18					
7106	19165S	598 CORRPRO C/O BBVA Compass Bank	845.00					
Inspection Service San Miguel Tank 650,000 gallon reservoir Inspect, test and clean rectifier, controls, meters, contact wiring.								
1	658477	08/17/21 20/21 INSPCT/SRV 650,000G TANK	845.00			50 65000	353	10200
Total for Vendor:			845.00					
7080	19141S	252 COUNTY PUBLIC WORKS DEPARTMENT	843.29					
COUNTY ENGINEERING FOR MISSION ALLEY WATERLINE								
1	08/02/21	MISSION ALLEY WATERLINE ENGRNG	843.29			50 65000	353	10200
Total for Vendor:			843.29					

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7126 1	19166S 182585A	112 FGL - ENVIRONMENTAL ANALYTICAL 08/16/21 Metals Total. SAMP DT 7/26/21	67.00 67.00			50 65000	358	10200
7127 1 2 3	19166S 182700A 182700A 182700A	112 FGL - ENVIRONMENTAL ANALYTICAL 08/17/21 Coliform. SAMP DT 8/3/21 08/17/21 Coliform. SAMP DT 8/3/21 08/17/21 Coliform. SAMP DT 8/3/21	181.00 60.33 60.33 60.34			50 65000 50 65000 50 65000	356 357 358	10200 10200 10200
7128 1	19166S 182695A	112 FGL - ENVIRONMENTAL ANALYTICAL 08/17/21 Coliform. SAMP DT 8/03/21	125.00 125.00			50 65000	359	10200
7129 1	19166S 182699A	112 FGL - ENVIRONMENTAL ANALYTICAL 08/17/21 WELL 3 NO3-N. SAMP DT 8/03	14.00 14.00			50 65000	356	10200
7130 1	19166S 182698A	112 FGL - ENVIRONMENTAL ANALYTICAL 08/17/21 WELL 4 NO3-N. SAMP DT 8/03	14.00 14.00			50 65000	357	10200
7131 1	19166S 182696A	112 FGL - ENVIRONMENTAL ANALYTICAL 08/17/21 TERR WELL NO3-N. SAMP DT 8/3	14.00 14.00			50 65000	358	10200
Total for Vendor:			415.00					
7109	19167S	632 FRONTIER COMMUNICATIONS (216-5) Acct #805-467-2015-051216-5 Service from 8/1/21 - 08/31/21	95.20					
SCADA								
1	AUGUST21	08/01/21 Alarm/SCADA	47.60			40 64000	310	10200
2	AUGUST21	08/01/21 Alarm/SCADA	47.60			50 65000	310	10200
Total for Vendor:			95.20					
7147	19195S	308 FRONTIER COMMUNICATIONS (412-5) Acct #805-467-2818-010412-5 Service from 8/22/21 ~ 9/21/21	70.97					
FS/CSD ALARM								
1	08/22/21	FS/CSD Alarm August	14.19			20 62000	310	10200
2	08/22/21	FS/CSD Alarm August	14.19			30 63000	310	10200
3	08/22/21	FS/CSD Alarm August	14.20			40 64000	310	10200

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4	08/22/21	FS/CSD Alarm August	14.20			50 65000	310	10200
5	08/22/21	FS/CSD Alarm August	14.19			60 66000	310	10200
Total for Vendor:			70.97					
7046	19122S	125 GREAT WESTERN ALARM	32.00					
GW-661 Service Period: 08/1/21 ~ 08/31/21								
inv 210700545101								
1	0700545101	08/01/21 Alarm Monitoring AUGUST	16.00			40 64000	380	10200
2	0700545101	08/01/21 Alarm Monitoring AUGUST	16.00			50 65000	380	10200
7047	19122S	125 GREAT WESTERN ALARM	75.60					
A0702 Service Period: 8/01/21 ~ 8/31/21								
Inv 210702242101								
1	0702242101	08/01/21 Answering Service AUGUST	37.80			40 64000	380	10200
2	0702242101	08/01/21 Answering Service AUGUST	37.80			50 65000	380	10200
Total for Vendor:			107.60					
7112	19168S	510 LOCAL IT EXPERTS	1,023.50					
1	314 08/01/21	MONTHLY IT SERVICE -AUGUST	182.45*			20 62000	321	10200
2	314 08/01/21	MONTHLY IT SERVICE -AUGUST	17.80*			30 63000	321	10200
3	314 08/01/21	MONTHLY IT SERVICE -AUGUST	338.20*			40 64000	321	10200
4	314 08/01/21	MONTHLY IT SERVICE -AUGUST	333.75*			50 65000	321	10200
5	314 08/01/21	MONTHLY IT SERVICE -AUGUST	17.80*			60 66000	321	10200
7	314 08/01/21	BUDGET & PROJECT PLANNING	27.37			20 62000	350	10200
8	314 08/01/21	BUDGET & PROJECT PLANNING	2.67			30 63000	350	10200
9	314 08/01/21	BUDGET & PROJECT PLANNING	50.73			40 64000	350	10200
10	314 08/01/21	BUDGET & PROJECT PLANNING	50.06			50 65000	350	10200
11	314 08/01/21	BUDGET & PROJECT PLANNING	2.67			60 66000	350	10200
Total for Vendor:			1,023.50					
7111	19169S	606 MICHAEL SOBOTKA	168.55					
M Sobotka - Boots								
1	071720	07/21/20 M Sobotka - Boots	84.27			40 64000	495	10200
2	071720	07/21/20 M Sobotka - Boots	84.28			50 65000	495	10200
Total for Vendor:			168.55					

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7054	19147S	646 MISSION UNIFORM SUPPLY	50.17					
		Uniforms; Dodds, Sobotka, Pittman, Paslay						
1	515260959	08/04/21 Employee Uniforms	1.00			30 63000	495	10200
2	515260959	08/04/21 Employee Uniforms	24.08			40 64000	495	10200
3	515260959	08/04/21 Employee Uniforms	24.09			50 65000	495	10200
4	515260959	08/04/21 Employee Uniforms	1.00			60 66000	495	10200
7104	19170S	646 MISSION UNIFORM SUPPLY	50.17					
		Uniforms; Dodds, Sobotka, Pittman, Paslay						
1	515348382	08/18/21 Employee Uniforms	1.00			30 63000	495	10200
2	515348382	08/18/21 Employee Uniforms	24.08			40 64000	495	10200
3	515348382	08/18/21 Employee Uniforms	24.09			50 65000	495	10200
4	515348382	08/18/21 Employee Uniforms	1.00			60 66000	495	10200
7115	19170S	646 MISSION UNIFORM SUPPLY	50.17					
		Uniforms; Dodds, Sobotka, Pittman, Paslay						
1	515304735	08/11/21 Employee Uniforms	1.00			30 63000	495	10200
2	515304735	08/11/21 Employee Uniforms	24.08			40 64000	495	10200
3	515304735	08/11/21 Employee Uniforms	24.09			50 65000	495	10200
4	515304735	08/11/21 Employee Uniforms	1.00			60 66000	495	10200
		Total for Vendor:	150.51					
7124	19171S	602 MULLAHEY CHRYSLER DODGE JEEP RAM	41.87					
		Truck #8634 CABIN FILTER						
1	25843	08/04/21 #8634 CABIN FILTER RAM4500	20.94			40 64000	354	10200
2	25843	08/04/21 #8634 CABIN FILTER RAM4500	20.93			50 65000	354	10200
		Total for Vendor:	41.87					
7123	19172S	17 N REX AWALT CORPORATION	10.55					
		8X 3/4" PVC S40						
1	19984	08/16/21 LANDSCAPE IRRG REPAIR	10.55			30 63000	353	10200
		Total for Vendor:	10.55					

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7117	19173S	182 NAPA AUTO PARTS	364.66					
1	078758	08/25/21 FUEL FILTER U8634	182.33			40 64000	354	10200
2	078758	08/25/21 FUEL FILTER U8634	182.33			50 65000	354	10200
Total for Vendor:			364.66					
7105	19174S	636 OFFICE1	113.90					
Maintenance Contract #CBM6913-02								
Samsung/X4250LX								
Acct No. 013014								
1	AR708082	08/02/21 MAINT/COPY CNTRCT 8/4 - 9/3/	17.75			20 62000	334	10200
2	AR708082	08/02/21 MAINT/COPY CNTRCT 8/4 - 9/3/	1.73			30 63000	334	10200
3	AR708082	08/02/21 MAINT/COPY CNTRCT 8/4 - 9/3/	32.91			40 64000	334	10200
4	AR708082	08/02/21 MAINT/COPY CNTRCT 8/4 - 9/3/	32.48			50 65000	334	10200
5	AR708082	08/02/21 MAINT/COPY CNTRCT 8/4 - 9/3/	1.73			60 66000	334	10200
6	AR708082	08/02/21 COPIES: PUB RECORDS REQUEST	13.65			40 64000	320	10200
7	AR708082	08/02/21 COPIES: PUB RECORDS REQUEST	13.65			50 65000	320	10200
Total for Vendor:			113.90					
7125	19175S	203 PASO ROBLES SAFE & LOCK, INC.	15.01					
1	163203	08/04/21 EQIPT KEY COPIES	7.51			50 65000	305	10200
2	163203	08/04/21 EQIPT KEY COPIES	7.50			40 64000	305	10200
Total for Vendor:			15.01					
7095	19176S	208 PG&E #6480-8	1,087.30					
Acct #8565976480-8								
1	08/18/21	12th & K 8565976725	8.93			30 63000	381	10200
2	08/18/21	Tract 2710 - 8562053214	69.54			30 63000	381	10200
3	08/18/21	Tract 2710 - 8564394360	30.25			30 63000	381	10200
4	08/18/21	Tract 2710 - 8560673934	75.64			30 63000	381	10200
5	08/18/21	Mission Heights - 8565976482	164.57			30 63000	381	10200
6	08/18/21	Tract 2605 - 8565976109	35.27			30 63000	381	10200
7	08/18/21	9898 River Rd. - 8565976002	327.85			30 63000	381	10200
8	08/18/21	9898 River Rd. - 8565976004	42.26			30 63000	381	10200
9	08/18/21	9898 River Rd. - 8565976008	199.50			30 63000	381	10200
10	08/18/21	9898 River Rd. - 8565976014	67.19			30 63000	381	10200
11	08/18/21	9898 River Rd. - 8565976481	47.11			30 63000	381	10200

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12	08/18/21 9898	River Rd. - 8565976483	19.19			30 63000	381	10200
		Total for Vendor:	1,087.30					
7094	19177S 209	PG&E #6851-8	12,848.91					
	Acct #3675186851-8							
1	08/19/21	Old Fire Station / 1297 L St	25.22			20 62000	381	10200
2	08/19/21	Fire Station / 1150 Mission	9.86			20 62000	381	10200
3	08/19/21	Water Works #1 / Well 3	2,730.46			50 65000	381	10200
4	08/19/21	Bonita Pl & 16th / Well 4	2,083.47			50 65000	381	10200
5	08/19/21	N St / WWTP	7,588.66			40 64000	381	10200
6	08/19/21	2HP Booster Station	17.26			50 65000	381	10200
7	08/19/21	Mission Heights Booster	9.86			50 65000	381	10200
8	08/19/21	14th St. & K St.	84.29			50 65000	381	10200
9	08/19/21	942 Soka Way lift station	90.23			40 64000	379	10200
10	08/19/21	Missn & 12th Lanscape~St light	108.88			30 63000	381	10200
11	08/19/21	SLT Well	100.72			50 65000	381	10200
		Total for Vendor:	12,848.91					
7122	19178S 221	RENTAL DEPOT	21.46					
	BULL FLOAT & HANDLE							
	Customer #6695							
1	311125-2 08/25/21	BULL FLOAT & HANDLE RENTAL	21.46			50 65000	590	10200
		Total for Vendor:	21.46					
7096	19179S 481	SAN MIGUEL COMMUNITY SERVICES	149.09					
	ACCT# 27476-00							
1	08/15/21	1199 Mission Irrigation Meter	149.09			30 63000	384	10200
7097	19179S 481	SAN MIGUEL COMMUNITY SERVICES	51.54					
1	08/15/21	942 Soka Way	51.54			40 64000	384	10200
7098	19179S 481	SAN MIGUEL COMMUNITY SERVICES	762.18					
	20547-00							
1	08/15/21	1203 Mission St Irrigation Mtr	762.18			30 63000	384	10200

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7099 01004-00	19179S	481 SAN MIGUEL COMMUNITY SERVICES	17.96					
1	08/15/21	1150 Mission Street	8.98			50 65000	384	10200
2	08/15/21	1150 Mission Street	8.98			40 64000	384	10200
7100 Acct#27475-00	19179S	481 SAN MIGUEL COMMUNITY SERVICES	4.49					
1	08/15/21	1765 Bonita	4.49			40 64000	384	10200
Total for Vendor:			985.26					
7110 ACCT# 318691	19180S	238 SAN MIGUEL GARBAGE	103.98					
1	080121	08/01/21 AUGUST 2021	51.99			40 64000	383	10200
2	080121	08/01/21 AUGUST 2021	51.99			50 65000	383	10200
Total for Vendor:			103.98					
7012	4123S	247 SDRMA Employee Dental & Vision Insurance Coverage Month: August 2021	761.34					
1	35783	07/09/21 DENTAL AUGUST 2021	49.02			20 21811		10250
2	35783	07/09/21 DENTAL AUGUST 2021	13.60			30 21811		10250
3	35783	07/09/21 DENTAL AUGUST 2021	289.46			40 21811		10250
4	35783	07/09/21 DENTAL AUGUST 2021	308.72			50 21811		10250
5	35783	07/09/21 DENTAL AUGUST 2021	14.44			60 21811		10250
6	35783	07/09/21 VISION AUGUST 2021	7.25			20 21812		10250
7	35783	07/09/21 VISION AUGUST 2021	1.81			30 21812		10250
8	35783	07/09/21 VISION AUGUST 2021	30.28			40 21812		10250
9	35783	07/09/21 VISION AUGUST 2021	44.80			50 21812		10250
10	35783	07/09/21 VISION AUGUST 2021	1.96			60 21812		10250
7107	4125S	247 SDRMA Employee Dental & Vision Insurance Allocation WS Coverage Month: SEPTEMBER 2021	571.02					
1	35999	08/10/21 DENTAL SEPTEMBER 2021	40.82			20 21811		10250
2	35999	08/10/21 DENTAL SEPTEMBER 2021	10.32			30 21811		10250
3	35999	08/10/21 DENTAL SEPTEMBER 2021	223.90			40 21811		10250

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4	35999 08/10/21	DENTAL SEPTEMBER 2021	223.50			50 21811		10250
5	35999 08/10/21	DENTAL SEPTEMBER 2021	12.74			60 21811		10250
6	35999 08/10/21	VISION SEPTEMBER 2021	5.93			20 21812		10250
7	35999 08/10/21	VISION SEPTEMBER 2021	1.54			30 21812		10250
8	35999 08/10/21	VISION SEPTEMBER 2021	19.76			40 21812		10250
9	35999 08/10/21	VISION SEPTEMBER 2021	31.10			50 21812		10250
10	35999 08/10/21	VISION SEPTEMBER 2021	1.41			60 21812		10250
		Total for Vendor:	1,332.36					
7118	19181S	589 SOUTH COAST EMERGENCY VEHICLE	653.20					
8696		PUMP ALARM DIAG. NEW CRANKCASE BREATHER FILTER						
1	505036 08/24/21	8696PUMP ALARM,NEW CRKCS FLTR	653.20			20 62000	354	10200
7119	19181S	589 SOUTH COAST EMERGENCY VEHICLE	661.56					
8668		REPAIR STEPBOX, ADD AIR CHUCK TO WIP HOSE						
1	505026 08/24/21	8668 STEPBOX FIX,ADD AIR CHUCK	661.56*			20 62000	347	10200
		Total for Vendor:	1,314.76					
7132	19182S	301 US BANK	6,194.82					
		STATEMENT DATE 8/23/2021						
6	08/23/21	ADOBE - MONTHLY KD	0.74			30 63000	385	10200
7	08/23/21	ADOBE - MONTHLY KD	6.75			40 64000	385	10200
8	08/23/21	ADOBE - MONTHLY KD	6.75			50 65000	385	10200
9	08/23/21	ADOBE - MONTHLY KD	0.75			60 66000	385	10200
11	08/23/21	TEMPLETON UNIFORMS	150.72			20 62000	495	10200
12	08/23/21	VISTAPRINT CSD ENVELOPES	78.07			40 64000	320	10200
13	08/23/21	VISTAPRINT CSD ENVELOPES	78.07			50 65000	320	10200
14	08/23/21	AMAZON- COPY PAPER	6.55			20 62000	410	10200
15	08/23/21	AMAZON- COPY PAPER	0.64			30 63000	410	10200
16	08/23/21	AMAZON- COPY PAPER	12.14			40 64000	410	10200
17	08/23/21	AMAZON- COPY PAPER	11.98			50 65000	410	10200
18	08/23/21	AMAZON- COPY PAPER	0.64			60 66000	410	10200
19	08/23/21	AMAZON- LAMINTR, MINUTES HOLDR	9.25			20 62000	410	10200
20	08/23/21	AMAZON- LAMINTR, MINUTES HOLDR	0.90			30 63000	410	10200
21	08/23/21	AMAZON- ENVLPS, LAMNTR, HLDR	26.60			40 64000	410	10200
22	08/23/21	AMAZON- ENVLPS, LAMNTR, HLDR	26.36			50 65000	410	10200
23	08/23/21	AMAZON- LAMINTR, MINUTES HOLDR	0.90			60 66000	410	10200

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
 Claim Details
 For the Accounting Period: 8/21

* ... Over spent expenditure

Claim/ Line #	Check Invoice	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
24	08/23/21	USPS - RESOLUTION	0.40			40 64000	315	10200
25	08/23/21	USPS - RESOLUTION	0.40			20 62000	315	10200
26	08/23/21	USPS - RESOLUTION	0.40			50 65000	315	10200
27	08/23/21	USPS - STAMPS	55.00			40 64000	315	10200
28	08/23/21	USPS - STAMPS	55.00			50 65000	315	10200
32	08/23/21	ZOOM - BOARD MEETINGS	3.45			20 62000	385	10200
33	08/23/21	ZOOM - BOARD MEETINGS	0.30			30 63000	385	10200
34	08/23/21	ZOOM - BOARD MEETINGS	5.25			40 64000	385	10200
35	08/23/21	ZOOM - BOARD MEETINGS	5.69			50 65000	385	10200
36	08/23/21	ZOOM - BOARD MEETINGS	0.30			60 66000	385	10200
50	08/23/21	ADOBE - MONTHLY TP	3.45			20 62000	385	10200
51	08/23/21	ADOBE - MONTHLY TP	0.30			30 63000	385	10200
52	08/23/21	ADOBE - MONTHLY TP	5.25			40 64000	385	10200
53	08/23/21	ADOBE - MONTHLY TP	5.69			50 65000	385	10200
54	08/23/21	ADOBE - MONTHLY TP	0.30			60 66000	385	10200
55	08/23/21	USPS - RWCB GRANT	1.40			40 64000	315	10200
62	08/23/21	AMAZON- WEBCAM RR	55.99			20 62000	475	10200
63	08/23/21	AMAZON- TONER, WITEOUT, BASKET	24.99			20 62000	410	10200
64	08/23/21	AMAZON- TONER, WITEOUT, BASKET	2.44			30 63000	410	10200
65	08/23/21	AMAZON- TONER, WITEOUT, BASKET	46.31			40 64000	410	10200
66	08/23/21	AMAZON- TONER, WITEOUT, BASKET	45.71			50 65000	410	10200
67	08/23/21	AMAZON- TONER, WITEOUT, BASKET	2.44			60 66000	410	10200
68	08/23/21	VISTAPRINT- EFT STAMP	26.81			40 64000	410	10200
69	08/23/21	VISTAPRINT- EFT STAMP	26.81			50 65000	410	10200
72	08/23/21	USPS - OWEN PRA	3.50			50 65000	315	10200
73	08/23/21	USPS - OWEN PRA	3.50			40 64000	315	10200
74	08/23/21	CARROT TOP- CA. FLAG	16.60			20 62000	410	10200
75	08/23/21	CARROT TOP- CA. FLAG	1.62			30 63000	410	10200
76	08/23/21	CARROT TOP- CA. FLAG	30.78			40 64000	410	10200
77	08/23/21	CARROT TOP- CA. FLAG	1.62			60 66000	410	10200
78	08/23/21	CARROT TOP- CA. FLAG	30.37			50 65000	410	10200
79	08/23/21	COSTCO- OES LIQUID IV DIX/RIV	62.18*			20 62000	307	10200
80	08/23/21	LOWES- WRENCHES, HANDLES	256.24			20 62000	490	10200
81	08/23/21	WALMART-OES DISINFECTANT DIX/R	8.01*			20 62000	307	10200
82	08/23/21	CAPITAL RUBBER- REPLACMNT HOSE	168.56*			20 62000	347	10200
83	08/23/21	OXFORD SUITES- OES DIXIE/RIVER	100.98*			20 62000	307	10200
84	08/23/21	OXFORD SUITES- OES DIXIE/RIVER	116.68*			20 62000	307	10200

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 8/21

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* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
85	08/23/21	AMAZON- GAUZE	95.56			20 62000	450	10200
86	08/23/21	SANPASO- 8601 FUEL	125.00			20 62000	485	10200
87	08/23/21	AMAZON-TRAINING RM MONTR STAND	2.14			30 63000	475	10200
88	08/23/21	AMAZON-TRAINING RM MONTR STAND	21.96			20 62000	475	10200
89	08/23/21	AMAZON-TRAINING RM MONTR STAND	40.71			40 64000	475	10200
90	08/23/21	AMAZON-TRAINING RM MONTR STAND	40.17*			50 65000	475	10200
91	08/23/21	AMAZON-TRAINING RM MONTR STAND	2.14*			60 66000	475	10200
92	08/23/21	AMAZON- 5xBLOOD PRSSR MONITORS	149.90			20 62000	450	10200
93	08/23/21	AMAZON- CARABINER CLIPS	15.55			20 62000	305	10200
94	08/23/21	AMAZON- IPAD CHARGN STATION	37.53			20 62000	475	10200
95	08/23/21	AMAZON- COMBI PADS	74.24			20 62000	450	10200
96	08/23/21	TARGET- BOARD MTG MONITOR	114.92			20 62000	475	10200
97	08/23/21	TARGET- BOARD MTG MONITOR	11.21			30 63000	475	10200
98	08/23/21	TARGET- BOARD MTG MONITOR	213.02			40 64000	475	10200
99	08/23/21	TARGET- BOARD MTG MONITOR	210.22*			50 65000	475	10200
100	08/23/21	TARGET- BOARD MTG MONITOR	11.21*			60 66000	475	10200
101	08/23/21	AMAZON- MICROPHONE SYSTEM	63.54			20 62000	475	10200
102	08/23/21	AMAZON- MICROPHONE SYSTEM	6.20			30 63000	475	10200
103	08/23/21	AMAZON- MICROPHONE SYSTEM	117.78			40 64000	475	10200
104	08/23/21	AMAZON- MICROPHONE SYSTEM	116.23*			50 65000	475	10200
105	08/23/21	AMAZON- MICROPHONE SYSTEM	6.20*			60 66000	475	10200
106	08/23/21	TRAILER BARN- BALL MOUNT RECV	35.23			40 64000	305	10200
107	08/23/21	TRAILER BARN- BALL MOUNT RECV	35.23			50 65000	305	10200
108	08/23/21	LOWES- MOUNT, CUTTER, PS CDLS	102.64			40 64000	490	10200
109	08/23/21	LOWES- LEV RETURN	-5.96			40 64000	490	10200
110	08/23/21	TRAILER BARN- REWIRE TRLR PLUG	27.50			40 64000	351	10200
111	08/23/21	TRAILER BARN- REWIRE TRLR PLUG	27.50			50 65000	351	10200
112	08/23/21	LOWES- BLINDS	31.50			40 64000	352	10200
113	08/23/21	LOWES- BLINDS	31.49			50 65000	352	10200
114	08/23/21	AMAZON- UPS BATTERY WELL 3	39.46			50 65000	353	10200
115	08/23/21	777 AUCTIONS- 50 SAFETY CONES	156.33			40 64000	490	10200
116	08/23/21	777 AUCTIONS- 50 SAFETY CONES	156.33			50 65000	490	10200
117	08/23/21	FIREWALLS- SONIC WALL	1,577.17			50 65000	353	10200
118	08/23/21	COSTCO- PALLET OF WATER	24.30			30 63000	305	10200
119	08/23/21	COSTCO- PALLET OF WATER	218.69			40 64000	305	10200
120	08/23/21	COSTCO- PALLET OF WATER	218.69			50 65000	305	10200
121	08/23/21	COSTCO- PALLET OF WATER	24.30			60 66000	305	10200

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 8/21

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
122	08/23/21	OREILLY- ARM 64OZ	17.94			40 64000	305	10200
123	08/23/21	OREILLY- ARM 64OZ	17.93			50 65000	305	10200
124	08/23/21	OREILLY- BLUE DEF	14.13			40 64000	354	10200
125	08/23/21	OREILLY- BLUE DEF	14.12			50 65000	354	10200
126	08/23/21	LOWES- LID HINGE	29.34			20 62000	352	10200
127	08/23/21	SLOPUBWRK- ENRCH PERMIT 12T SH	333.00			50 65000	353	10200
Total for Vendor:			6,194.82					
7116	19183S	511 VERIZON	90.14					
Laptop 805-423-7591,805-591-9233,805-591-9352								
Laptop 805-369-9703								
07/09/21 ~ 08/08/21								
1	9885793155	08/08/21 Tablets AUGUST	37.05			20 62000	310	10200
2	9885793155	08/08/21 Tablets AUGUST	26.55			40 64000	310	10200
3	9885793155	08/08/21 Tablets AUGUST	26.54			50 65000	310	10200
Total for Vendor:			90.14					
7162	-99431E	612 WEX BANK	1,049.04					
FUEL BILL CLOSING DATE: 08/07/21								
1	73375766	08/07/21 Fuel 8600 JULY	0.00			20 62000	485	10200
2	73375766	08/07/21 Fuel 8601 JULY	0.00			20 62000	485	10200
3	73375766	08/07/21 Fuel 8630 JULY	128.43			20 62000	485	10200
4	73375766	08/07/21 FUEL OES DIXIE/RIVER	328.91*			20 62000	307	10200
5	73375766	08/07/21 Fuel U8632 JULY	191.85			40 64000	485	10200
8	73375766	08/07/21 Fuel U8632 JULY	191.85			50 65000	485	10200
9	73375766	08/07/21 Fuel U8634 JULY	0.00			40 64000	485	10200
10	73375766	08/07/21 Fuel U8634 JULY	0.00			50 65000	485	10200
11	73375766	08/07/21 Fuel U8636 JULY	104.00			50 65000	485	10200
12	73375766	08/07/21 Fuel U8636 JULY	104.00			40 64000	485	10200
Total for Vendor:			1,049.04					
7134	19184S	508 WHITAKER CONSTRUCTION GROUP,	553.16					
Water Hydrant Deposit Refund								
HYDRANT# 8927371								
1	27489-09	08/15/21 Water Hydrant Deposit Refund	553.16			50 20550		10200
Total for Vendor:			553.16					
# of Claims			50	Total:	50,382.82			
Total Electronic Claims					10,454.10			
Total Non-Electronic Claims					39928.72			

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SAN MIGUEL COMMUNITY SERVICES DISTRICT
Fund Summary for Claims
For the Accounting Period: 8/21

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Fund/Account	Amount
20 FIRE PROTECTION DEPARTMENT	
10200 Operating Cash - Premier	\$9,346.64
10250 Pac Premier - Payroll	\$702.98
30 STREET LIGHTING DEPARTMENT	
10200 Operating Cash - Premier	\$2,350.04
10250 Pac Premier - Payroll	\$215.63
40 WASTEWATER DEPARTMENT	
10200 Operating Cash - Premier	\$13,309.00
10250 Pac Premier - Payroll	\$3,959.34
50 WATER DEPARTMENT	
10200 Operating Cash - Premier	\$15,107.68
10250 Pac Premier - Payroll	\$4,940.58
60 SOLID WASTE DEPARTMENT	
10200 Operating Cash - Premier	\$232.04
10250 Pac Premier - Payroll	\$218.89
Total:	\$50,382.82

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT						
40000						
40420	Ambulance Reimbursement	0.00	0.00	4,400.00	4,400.00	0 %
40500	VFA Assistance Grant	0.00	0.00	20,000.00	20,000.00	0 %
40505	CFF California Fire Foundation	0.00	0.00	15,000.00	15,000.00	0 %
	Account Group Total:	0.00	0.00	39,400.00	39,400.00	0 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	7,330.87	10,076.25	425,798.00	415,721.75	2 %
	Account Group Total:	7,330.87	10,076.25	425,798.00	415,721.75	2 %
46000	Revenues & Interest					
46000	Revenues & Interest	15.20	61.77	0.00	-61.77	** %
46150	Miscellaneous Income	0.00	4.88	9,750.00	9,745.12	0 %
46153	Plan Check Fees and Inspections	150.00	150.00	5,500.00	5,350.00	3 %
	Account Group Total:	165.20	216.65	15,250.00	15,033.35	1 %
	Fund Total:	7,496.07	10,292.90	480,448.00	470,155.10	2 %
30 STREET LIGHTING DEPARTMENT						
43000	Property Taxes Collected					
43000	Property Taxes Collected	2,009.16	2,009.16	135,740.00	133,730.84	1 %
	Account Group Total:	2,009.16	2,009.16	135,740.00	133,730.84	1 %
46000	Revenues & Interest					
46000	Revenues & Interest	1,308.68	1,488.05	0.00	-1,488.05	** %
46100	Realized Earnings	-446.55	-1,420.70	0.00	1,420.70	** %
46150	Miscellaneous Income	0.00	0.42	0.00	-0.42	** %
	Account Group Total:	862.13	67.77	0.00	-67.77	** %
	Fund Total:	2,871.29	2,076.93	135,740.00	133,663.07	2 %
40 WASTEWATER DEPARTMENT						
40000						
40900	Wastewater Sales	88,469.88	181,096.21	1,001,618.00	820,521.79	18 %
	Account Group Total:	88,469.88	181,096.21	1,001,618.00	820,521.79	18 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	1,085.01	1,085.01	66,956.00	65,870.99	2 %
	Account Group Total:	1,085.01	1,085.01	66,956.00	65,870.99	2 %
46000	Revenues & Interest					
46000	Revenues & Interest	46.92	170.44	0.00	-170.44	** %
46008	DWR Grants	0.00	0.00	180,000.00	180,000.00	0 %
46150	Miscellaneous Income	1,008.00	1,880.42	0.00	-1,880.42	** %
	Account Group Total:	1,054.92	2,050.86	180,000.00	177,949.14	1 %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
	Fund Total:	90,609.81	184,232.08	1,248,574.00	1,064,341.92	15 %
50 WATER DEPARTMENT						
41000	Water Sales					
	41000 Water Sales	-78,696.72	14,692.64	920,172.00	905,479.36	2 %
	Account Group Total:	-78,696.72	14,692.64	920,172.00	905,479.36	2 %
46000	Revenues & Interest					
	46000 Revenues & Interest	23.74	65.22	0.00	-65.22	** %
	46007 State/Federal Grants	4,290.17	4,290.17	0.00	-4,290.17	** %
	46115 CALOES Resiliency Grant	0.00	0.00	230,000.00	230,000.00	0 %
	46150 Miscellaneous Income	0.00	8.06	0.00	-8.06	** %
	46155 Will Serve Processing Fees	0.00	0.00	3,000.00	3,000.00	0 %
	Account Group Total:	4,313.91	4,363.45	233,000.00	228,636.55	2 %
	Fund Total:	-74,382.81	19,056.09	1,153,172.00	1,134,115.91	2 %
60 SOLID WASTE DEPARTMENT						
46000	Revenues & Interest					
	46000 Revenues & Interest	10.78	14.16	0.00	-14.16	** %
	46005 Franchise Fees	3,733.29	3,733.29	36,900.00	33,166.71	10 %
	46150 Miscellaneous Income	0.00	0.42	0.00	-0.42	** %
	Account Group Total:	3,744.07	3,747.87	36,900.00	33,152.13	10 %
	Fund Total:	3,744.07	3,747.87	36,900.00	33,152.13	10 %
	Grand Total:	30,338.43	219,405.87	3,054,834.00	2,835,428.13	7 %

Fund	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT	7,496.07	10,292.90	480,448.00	470,155.10	2 %
30 STREET LIGHTING DEPARTMENT	2,871.29	2,076.93	135,740.00	133,663.07	2 %
40 WASTEWATER DEPARTMENT	90,609.81	184,232.08	1,248,574.00	1,064,341.92	15 %
50 WATER DEPARTMENT	-74,382.81	19,056.09	1,153,172.00	1,134,115.91	2 %
60 SOLID WASTE DEPARTMENT	3,744.07	3,747.87	36,900.00	33,152.13	10 %
Grand Total:	30,338.43	219,405.87	3,054,834.00	2,835,428.13	7 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 21

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
62000 Fire							
62000 Fire							
	105 Salaries and Wages	11,383.53	21,972.43	160,000.00	160,000.00	138,027.57	14 %
	111 BOD Stipend	0.00	484.00	1,380.00	1,380.00	896.00	35 %
	113 OES Payroll Tax FICA	3,519.66	3,519.66	0.00	0.00	-3,519.66	*** %
	115 Payroll Expenses	439.23	820.29	2,000.00	2,000.00	1,179.71	41 %
	116 OES Payroll Expense	57,273.26	57,273.26	0.00	0.00	-57,273.26	*** %
	117 OES Duty Coverage	4,368.00	4,368.00	0.00	0.00	-4,368.00	*** %
	118 OES Payroll Tax SUI	1,020.90	1,020.90	0.00	0.00	-1,020.90	*** %
	120 Workers' Compensation	0.00	8,938.52	8,000.00	8,000.00	-938.52	112 %
	121 Physicals	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	125 Volunteer firefighter stipends	1,394.70	2,939.80	45,000.00	45,000.00	42,060.20	7 %
	135 Payroll Tax - FICA	148.38	321.71	3,100.00	3,100.00	2,778.29	10 %
	140 Payroll Tax - Medicare	159.98	316.36	2,800.00	2,800.00	2,483.64	11 %
	155 Payroll Tax - SUI	110.19	218.48	3,918.00	3,918.00	3,699.52	6 %
	205 Insurance - Health	694.28	1,027.89	4,000.00	4,000.00	2,972.11	26 %
	210 Insurance - Dental	51.46	102.92	686.00	686.00	583.08	15 %
	215 Insurance - Vision	8.30	17.31	250.00	250.00	232.69	7 %
	225 Retirement - PERS expense	562.15	1,155.30	5,500.00	5,500.00	4,344.70	21 %
	305 Operations and Maintenance	15.55	80.30	6,000.00	6,000.00	5,919.70	1 %
	307 OES Strike Team Expenses	616.76	1,156.90	0.00	0.00	-1,156.90	*** %
	310 Phone and Fax Expense	51.24	105.66	475.00	475.00	369.34	22 %
	315 Postage, Shipping and Freight	0.40	7.25	300.00	300.00	292.75	2 %
	320 Printing and Reproduction	0.00	0.00	600.00	600.00	600.00	0 %
	321 Professional Svcs- IT Services	182.45	387.15	0.00	0.00	-387.15	*** %
	323 Professional Svcs- Auditor	0.00	0.00	4,100.00	4,100.00	4,100.00	0 %
	325 Professional Svcs - Accounting	161.00	161.00	2,000.00	2,000.00	1,839.00	8 %
	326 Professional Svcs - Engineering	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
	327 Professional Svcs - Legal (General)	0.00	0.00	11,000.00	11,000.00	11,000.00	0 %
	328 Insurance - Prop and Liability	0.00	14,709.86	24,000.00	24,000.00	9,290.14	61 %
	330 Contract Labor	0.00	0.00	1,250.00	1,250.00	1,250.00	0 %
	334 Maintenance Agreements	1,328.32	1,344.20	10,000.00	10,000.00	8,655.80	13 %
	335 Meals	0.00	0.00	600.00	600.00	600.00	0 %
	340 Meetings and Conferences	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	345 Mileage Expense Reimbursement	0.54	1.62	500.00	500.00	498.38	0 %
	347 OES Vehicle Repair & Maint	830.12	830.12	0.00	0.00	-830.12	*** %
	348 Safety Equipment and Supplies	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	350 Repairs and Maint - Computers	27.37	236.08	4,500.00	4,500.00	4,263.92	5 %
	351 Repairs and Maint - Equip	0.00	1,053.90	7,500.00	7,500.00	6,446.10	14 %
	352 Repairs and Maint - Structures	704.34	780.05	6,000.00	6,000.00	5,219.95	13 %
	354 Repairs and Maint - Vehicles	653.20	778.52	13,000.00	13,000.00	12,221.48	6 %
	370 Dispatch Services (Fire)	0.00	10,600.00	10,000.00	10,000.00	-600.00	106 %
	375 Internet Expenses	97.49	194.97	1,134.00	1,134.00	939.03	17 %
	376 Web Page- Upgrade/Maint	0.00	492.00	552.00	552.00	60.00	89 %
	380 Utilities - Alarm Service	0.00	0.00	120.00	120.00	120.00	0 %
	381 Utilities - Electric	35.08	72.63	4,500.00	4,500.00	4,427.37	2 %
	382 Utilities - Propane	0.00	0.00	500.00	500.00	500.00	0 %
	385 Dues and Subscriptions	1,111.90	1,588.80	10,000.00	10,000.00	8,411.20	16 %
	386 Education and Training	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
	393 Advertising and Public Notices	0.00	0.00	500.00	500.00	500.00	0 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 21

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
394	LAFCO Allocations	0.00	1,210.52	2,250.00	2,250.00	1,039.48	54 %
395	Community Outreach	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
405	Software	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
410	Office Supplies	57.39	57.39	2,000.00	2,000.00	1,942.61	3 %
450	EMS Supplies	319.70	319.70	7,500.00	7,500.00	7,180.30	4 %
455	Fire Safety Gear & Equipment	0.00	0.00	3,500.00	3,500.00	3,500.00	0 %
456	VFF Assistance Grant	0.00	0.00	40,000.00	40,000.00	40,000.00	0 %
457	CFF Grant - California Fire Grant	0.00	0.00	15,000.00	15,000.00	15,000.00	0 %
465	Cell phones, Radios and Pagers	58.66	117.32	1,200.00	1,200.00	1,082.68	10 %
470	Communication Equipment	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
475	Computer Supplies & Upgrades	293.94	293.94	4,000.00	4,000.00	3,706.06	7 %
485	Fuel Expense	253.43	1,217.87	5,000.00	5,000.00	3,782.13	24 %
490	Small Tools & Equipment	256.24	310.14	2,500.00	2,500.00	2,189.86	12 %
495	Uniform Expense	150.72	150.72	3,000.00	3,000.00	2,849.28	5 %
500	Capital Outlay	0.00	-5,917.31	0.00	0.00	5,917.31	*** %
503	Weed Abatement Costs	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
505	Fire Training Grounds	0.00	0.00	2,500.00	2,500.00	2,500.00	0 %
510	Fire Station Addition	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
511	Fire- Temp Housing Unit	2,200.00	2,247.34	0.00	0.00	-2,247.34	*** %
710	County Hazmat Dues	0.00	2,000.00	2,000.00	2,000.00	0.00	100 %
715	Licenses, Permits and Fees	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
960	Property Tax Expense	0.00	0.00	220.00	220.00	220.00	0 %
	Account Total:	90,539.86	141,085.47	479,935.00	479,935.00	338,849.53	29 %
	Account Group Total:	90,539.86	141,085.47	479,935.00	479,935.00	338,849.53	29 %
	Fund Total:	90,539.86	141,085.47	479,935.00	479,935.00	338,849.53	29 %
30 STREET LIGHTING DEPARTMENT							
63000 Lighting							
63000 Lighting							
105	Salaries and Wages	913.23	1,809.93	15,500.00	15,500.00	13,690.07	12 %
111	BOD Stipend	0.00	44.00	240.00	240.00	196.00	18 %
115	Payroll Expenses	16.09	26.49	250.00	250.00	223.51	11 %
120	Workers' Compensation	0.00	370.32	500.00	500.00	129.68	74 %
135	Payroll Tax - FICA	4.06	11.89	300.00	300.00	288.11	4 %
140	Payroll Tax - Medicare	12.89	26.28	300.00	300.00	273.72	9 %
155	Payroll Tax - SUI	2.84	6.25	150.00	150.00	143.75	4 %
205	Insurance - Health	213.20	337.17	2,000.00	2,000.00	1,662.83	17 %
210	Insurance - Dental	5.76	11.52	200.00	200.00	188.48	6 %
215	Insurance - Vision	1.03	2.13	100.00	100.00	97.87	2 %
225	Retirement - PERS expense	101.08	208.55	2,500.00	2,500.00	2,291.45	8 %
305	Operations and Maintenance	24.30	24.30	2,000.00	2,000.00	1,975.70	1 %
310	Phone and Fax Expense	14.19	26.57	50.00	50.00	23.43	53 %
315	Postage, Shipping and Freight	0.00	0.16	100.00	100.00	99.84	0 %
320	Printing and Reproduction	0.00	0.00	500.00	500.00	500.00	0 %
321	Professional Svcs- IT Services	17.80	35.60	0.00	0.00	-35.60	*** %
323	Professional Svcs- Auditor	0.00	0.00	400.00	400.00	400.00	0 %
325	Professional Svcs - Accounting	14.00	14.00	240.00	240.00	226.00	6 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
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Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
30 STREET LIGHTING DEPARTMENT							
	326 Professional Svcs - Engineering	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	327 Professional Svcs - Legal (General)	0.00	0.00	1,800.00	1,800.00	1,800.00	0 %
	328 Insurance - Prop and Liability	0.00	925.06	1,125.00	1,125.00	199.94	82 %
	330 Contract Labor	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
	331 Professional Services - Legal (SMEA)	0.00	0.00	500.00	500.00	500.00	0 %
	334 Maintenance Agreements	129.59	131.14	700.00	700.00	568.86	19 %
	335 Meals	0.00	0.00	150.00	150.00	150.00	0 %
	340 Meetings and Conferences	0.00	0.00	350.00	350.00	350.00	0 %
	345 Mileage Expense Reimbursement	0.11	0.33	150.00	150.00	149.67	0 %
	348 Safety Equipment and Supplies	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	350 Repairs and Maint - Computers	2.67	5.34	150.00	150.00	144.66	4 %
	351 Repairs and Maint - Equip	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
	352 Repairs and Maint - Structures	0.00	0.00	500.00	500.00	500.00	0 %
	353 Repairs & Maint- Infrastructure	10.55	10.55	10,000.00	10,000.00	9,989.45	0 %
	354 Repairs and Maint - Vehicles	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	375 Internet Expenses	0.00	0.00	200.00	200.00	200.00	0 %
	376 Web Page- Upgrade/Maint	0.00	48.00	100.00	100.00	52.00	48 %
	380 Utilities - Alarm Service	0.00	0.00	200.00	200.00	200.00	0 %
	381 Utilities - Electric	1,196.18	2,391.94	20,000.00	20,000.00	17,608.06	12 %
	382 Utilities - Propane	0.00	0.00	50.00	50.00	50.00	0 %
	383 Utilities - Trash	0.00	0.00	200.00	200.00	200.00	0 %
	384 Utilities - Water/Sewer	911.27	1,471.54	15,000.00	15,000.00	13,528.46	10 %
	385 Dues and Subscriptions	1.34	2.68	200.00	200.00	197.32	1 %
	386 Education and Training	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
	393 Advertising and Public Notices	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	394 LAFCO Allocations	0.00	1,210.52	1,600.00	1,600.00	389.48	76 %
	410 Office Supplies	5.60	5.60	500.00	500.00	494.40	1 %
	465 Cell phones, Radios and Pagers	5.64	10.96	200.00	200.00	189.04	5 %
	475 Computer Supplies & Upgrades	19.55	19.55	1,000.00	1,000.00	980.45	2 %
	485 Fuel Expense	0.00	0.00	200.00	200.00	200.00	0 %
	490 Small Tools & Equipment	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	495 Uniform Expense	3.00	7.00	200.00	200.00	193.00	4 %
	581 WWTP Expansion	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
	582 WWTP Plant Maintenance	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	715 Licenses, Permits and Fees	0.00	0.00	100.00	100.00	100.00	0 %
	Account Total:	3,625.97	9,195.37	132,505.00	132,505.00	123,309.63	7 %
	Account Group Total:	3,625.97	9,195.37	132,505.00	132,505.00	123,309.63	7 %
	Fund Total:	3,625.97	9,195.37	132,505.00	132,505.00	123,309.63	7 %

40 WASTEWATER DEPARTMENT

64000 Sanitary

64000 Sanitary

	105 Salaries and Wages	15,307.65	29,585.67	289,546.00	289,546.00	259,960.33	10 %
	109 Stand-by Hours	478.00	978.00	7,500.00	7,500.00	6,522.00	13 %
	111 BOD Stipend	0.00	792.00	4,600.00	4,600.00	3,808.00	17 %
	115 Payroll Expenses	305.50	503.13	3,400.00	3,400.00	2,896.87	15 %
	120 Workers' Compensation	0.00	8,455.52	10,000.00	10,000.00	1,544.48	85 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
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40 WASTEWATER DEPARTMENT							
121	Physicals	0.00	0.00	150.00	150.00	150.00	0 %
135	Payroll Tax - FICA	70.75	200.59	4,000.00	4,000.00	3,799.41	5 %
140	Payroll Tax - Medicare	224.60	450.49	4,000.00	4,000.00	3,549.51	11 %
155	Payroll Tax - SUI	49.43	106.75	2,200.00	2,200.00	2,093.25	5 %
205	Insurance - Health	3,863.09	5,975.76	35,000.00	35,000.00	29,024.24	17 %
206	Insurance - CalPers Health Retiree	109.44	109.44	2,000.00	2,000.00	1,890.56	5 %
210	Insurance - Dental	96.36	192.72	2,100.00	2,100.00	1,907.28	9 %
215	Insurance - Vision	16.08	33.49	350.00	350.00	316.51	10 %
225	Retirement - PERS expense	1,277.87	2,643.95	22,000.00	22,000.00	19,356.05	12 %
305	Operations and Maintenance	419.75	485.51	8,000.00	8,000.00	7,514.49	6 %
310	Phone and Fax Expense	88.35	179.88	1,100.00	1,100.00	920.12	16 %
315	Postage, Shipping and Freight	60.30	354.26	3,500.00	3,500.00	3,145.74	10 %
320	Printing and Reproduction	91.72	206.08	2,500.00	2,500.00	2,293.92	8 %
321	Professional Svcs- IT Services	338.20	649.70	0.00	0.00	-649.70	*** %
323	Professional Svcs- Auditor	0.00	0.00	7,600.00	7,600.00	7,600.00	0 %
325	Professional Svcs - Accounting	245.00	245.00	4,600.00	4,600.00	4,355.00	5 %
326	Professional Svcs - Engineering	0.00	217.50	18,000.00	18,000.00	17,782.50	1 %
327	Professional Svcs - Legal (General)	0.00	0.00	30,400.00	30,400.00	30,400.00	0 %
328	Insurance - Prop and Liability	0.00	12,841.72	15,000.00	15,000.00	2,158.28	86 %
329	New Hire Screening	0.00	0.00	100.00	100.00	100.00	0 %
330	Contract Labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
331	Professional Services - Legal (SMEA)	0.00	0.00	4,800.00	4,800.00	4,800.00	0 %
334	Maintenance Agreements	2,462.25	2,530.98	10,500.00	10,500.00	7,969.02	24 %
335	Meals	0.00	0.00	100.00	100.00	100.00	0 %
340	Meetings and Conferences	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
345	Mileage Expense Reimbursement	4.32	12.95	1,000.00	1,000.00	987.05	1 %
348	Safety Equipment and Supplies	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
349	Repairs & Maintenance Mission Gardens	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
350	Repairs and Maint - Computers	50.73	97.46	1,600.00	1,600.00	1,502.54	6 %
351	Repairs and Maint - Equip	27.50	29.65	10,000.00	10,000.00	9,970.35	0 %
352	Repairs and Maint - Structures	31.50	56.50	1,500.00	1,500.00	1,443.50	4 %
353	Repairs & Maint- Infrastructure	0.00	192.13	10,000.00	10,000.00	9,807.87	2 %
354	Repairs and Maint - Vehicles	217.40	1,493.85	3,000.00	3,000.00	1,506.15	50 %
355	Testing & Supplies (WWTP)	0.00	342.00	12,000.00	12,000.00	11,658.00	3 %
375	Internet Expenses	189.84	453.54	2,500.00	2,500.00	2,046.46	18 %
376	Web Page- Upgrade/Maint	0.00	912.00	1,000.00	1,000.00	88.00	91 %
379	Utilities- Electric Mission Gardens	90.23	190.42	2,000.00	2,000.00	1,809.58	10 %
380	Utilities - Alarm Service	53.80	109.30	650.00	650.00	540.70	17 %
381	Utilities - Electric	7,588.66	15,445.72	80,000.00	80,000.00	64,554.28	19 %
382	Utilities - Propane	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
383	Utilities - Trash	51.99	103.98	800.00	800.00	696.02	13 %
384	Utilities - Water/Sewer	65.01	133.00	1,000.00	1,000.00	867.00	13 %
385	Dues and Subscriptions	17.25	366.50	4,000.00	4,000.00	3,633.50	9 %
386	Education and Training	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
393	Advertising and Public Notices	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
394	LAFCO Allocations	0.00	1,210.52	1,600.00	1,600.00	389.48	76 %
395	Community Outreach	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
396	Utilities SoCal Gas	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
410	Office Supplies	142.64	378.82	2,000.00	2,000.00	1,621.18	19 %
459	SCADA - Maintenance Fees	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
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Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
	465 Cell phones, Radios and Pagers	110.94	203.14	1,600.00	1,600.00	1,396.86	13 %
	475 Computer Supplies & Upgrades	371.51	379.88	2,000.00	2,000.00	1,620.12	19 %
	485 Fuel Expense	295.85	912.09	5,000.00	5,000.00	4,087.91	18 %
	490 Small Tools & Equipment	253.01	253.01	5,739.00	5,739.00	5,485.99	4 %
	495 Uniform Expense	156.51	252.83	2,000.00	2,000.00	1,747.17	13 %
	560 Sewer Line Repairs	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
	570 Repairs, Maint. and Video Sewer Lines	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	581 WWTP Expansion	0.00	0.00	40,000.00	40,000.00	40,000.00	0 %
	582 WWTP Plant Maintenance	0.00	78.34	32,000.00	32,000.00	31,921.66	0 %
	583 WWTP Drying Pond Maintenance	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
	587 WWTF Final Design/Construction	0.00	13,872.50	128,589.00	128,589.00	114,716.50	11 %
	705 Waste Discharge Fees/Permits	0.00	0.00	25,000.00	25,000.00	25,000.00	0 %
	715 Licenses, Permits and Fees	0.00	2,502.70	2,000.00	2,000.00	-502.70	125 %
	960 Property Tax Expense	0.00	0.00	250.00	250.00	250.00	0 %
	970 WWTF Long Term Maintenance	0.00	0.00	100,000.00	100,000.00	100,000.00	0 %
	971 Loan Principal Payment	0.00	0.00	110,000.00	110,000.00	110,000.00	0 %
	972 Loan Interest Payment	0.00	0.00	110,000.00	110,000.00	110,000.00	0 %
	Account Total:	35,223.03	107,720.97	1,248,574.00	1,248,574.00	1,140,853.03	9 %
	Account Group Total:	35,223.03	107,720.97	1,248,574.00	1,248,574.00	1,140,853.03	9 %
	Fund Total:	35,223.03	107,720.97	1,248,574.00	1,248,574.00	1,140,853.03	9 %
50 WATER DEPARTMENT							
65000 Water							
65000 Water							
	105 Salaries and Wages	19,502.59	38,668.17	263,120.00	263,120.00	224,451.83	15 %
	109 Stand-by Hours	478.00	978.00	7,500.00	7,500.00	6,522.00	13 %
	111 BOD Stipend	0.00	836.00	4,600.00	4,600.00	3,764.00	18 %
	115 Payroll Expenses	301.49	496.52	3,400.00	3,400.00	2,903.48	15 %
	120 Workers' Compensation	0.00	8,503.67	10,000.00	10,000.00	1,496.33	85 %
	121 Physicals	0.00	0.00	150.00	150.00	150.00	0 %
	135 Payroll Tax - FICA	89.58	260.13	4,000.00	4,000.00	3,739.87	7 %
	140 Payroll Tax - Medicare	284.32	581.45	4,000.00	4,000.00	3,418.55	15 %
	155 Payroll Tax - SUI	62.58	137.96	2,200.00	2,200.00	2,062.04	6 %
	205 Insurance - Health	4,918.25	7,424.10	40,000.00	40,000.00	32,575.90	19 %
	206 Insurance - CalPers Health Retiree	109.44	109.44	2,000.00	2,000.00	1,890.56	5 %
	210 Insurance - Dental	127.32	254.64	2,100.00	2,100.00	1,845.36	12 %
	215 Insurance - Vision	23.32	47.95	350.00	350.00	302.05	14 %
	225 Retirement - PERS expense	1,855.10	3,887.22	33,000.00	33,000.00	29,112.78	12 %
	305 Operations and Maintenance	419.75	547.83	8,000.00	8,000.00	7,452.17	7 %
	310 Phone and Fax Expense	88.34	179.87	1,100.00	1,100.00	920.13	16 %
	315 Postage, Shipping and Freight	58.90	353.10	3,500.00	3,500.00	3,146.90	10 %
	320 Printing and Reproduction	91.72	292.76	2,500.00	2,500.00	2,207.24	12 %
	321 Professional Svcs- IT Services	333.75	671.95	0.00	0.00	-671.95	*** %
	323 Professional Svcs- Auditor	0.00	0.00	7,500.00	7,500.00	7,500.00	0 %
	324 Professional Svcs- GSA-GSP	0.00	0.00	15,000.00	15,000.00	15,000.00	0 %
	325 Professional Svcs - Accounting	266.00	266.00	4,600.00	4,600.00	4,334.00	6 %
	326 Professional Svcs - Engineering	0.00	217.50	30,000.00	30,000.00	29,782.50	1 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
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Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
327	Professional Svcs - Legal (General)	0.00	0.00	30,000.00	30,000.00	30,000.00	0 %
328	Insurance - Prop and Liability	0.00	20,979.91	20,000.00	20,000.00	-979.91	105 %
329	New Hire Screening	0.00	0.00	100.00	100.00	100.00	0 %
330	Contract Labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
331	Professional Services - Legal (SMEA)	0.00	0.00	4,800.00	4,800.00	4,800.00	0 %
332	Professional Services - Legal	0.00	0.00	70,000.00	70,000.00	70,000.00	0 %
334	Maintenance Agreements	2,429.86	2,498.20	9,600.00	9,600.00	7,101.80	26 %
335	Meals	0.00	0.00	200.00	200.00	200.00	0 %
340	Meetings and Conferences	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
345	Mileage Expense Reimbursement	5.61	16.83	1,000.00	1,000.00	983.17	2 %
348	Safety Equipment and Supplies	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
350	Repairs and Maint - Computers	50.06	100.79	1,600.00	1,600.00	1,499.21	6 %
351	Repairs and Maint - Equip	27.50	29.65	4,000.00	4,000.00	3,970.35	1 %
352	Repairs and Maint - Structures	31.49	56.49	2,000.00	2,000.00	1,943.51	3 %
353	Repairs & Maint- Infrastructure	3,637.92	3,802.78	50,000.00	50,000.00	46,197.22	8 %
354	Repairs and Maint - Vehicles	217.38	973.25	3,000.00	3,000.00	2,026.75	32 %
356	Testing & Supplies - Well #3 (Water)	74.33	447.33	3,500.00	3,500.00	3,052.67	13 %
357	Testing & Supplies - Well #4 (Water)	74.33	164.33	3,500.00	3,500.00	3,335.67	5 %
358	Testing & Supplies- SLT Well (Water)	141.34	610.34	6,000.00	6,000.00	5,389.66	10 %
359	Testing & Supplies- Other	125.00	520.00	6,000.00	6,000.00	5,480.00	9 %
362	Cross-Connection Control Svcs.	0.00	104.50	1,000.00	1,000.00	895.50	10 %
375	Internet Expenses	189.85	303.58	2,500.00	2,500.00	2,196.42	12 %
376	Web Page- Upgrade/Maint	0.00	900.00	1,000.00	1,000.00	100.00	90 %
380	Utilities - Alarm Service	53.80	109.30	650.00	650.00	540.70	17 %
381	Utilities - Electric	5,026.06	10,042.61	45,452.00	45,452.00	35,409.39	22 %
382	Utilities - Propane	0.00	0.00	750.00	750.00	750.00	0 %
383	Utilities - Trash	51.99	103.98	800.00	800.00	696.02	13 %
384	Utilities - Water/Sewer	8.98	26.94	500.00	500.00	473.06	5 %
385	Dues and Subscriptions	18.13	36.26	4,000.00	4,000.00	3,963.74	1 %
386	Education and Training	0.00	100.00	1,000.00	1,000.00	900.00	10 %
393	Advertising and Public Notices	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
394	LAFCO Allocations	0.00	1,210.52	1,600.00	1,600.00	389.48	76 %
395	Community Outreach	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
396	Utilities SoCal Gas	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
410	Office Supplies	141.23	141.23	2,000.00	2,000.00	1,858.77	7 %
459	SCADA - Maintenance Fees	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
465	Cell phones, Radios and Pagers	136.98	244.90	1,500.00	1,500.00	1,255.10	16 %
475	Computer Supplies & Upgrades	366.62	366.62	0.00	0.00	-366.62	*** %
481	Chemicals- Well #3	0.00	568.12	4,000.00	4,000.00	3,431.88	14 %
482	Chemicals- Well #4	0.00	734.16	4,000.00	4,000.00	3,265.84	18 %
483	Chemicals- SLT Well	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
485	Fuel Expense	295.85	912.09	4,000.00	4,000.00	3,087.91	23 %
490	Small Tools & Equipment	156.33	156.33	6,000.00	6,000.00	5,843.67	3 %
495	Uniform Expense	156.55	252.91	1,800.00	1,800.00	1,547.09	14 %
520	Water Main Valves Replacement	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
525	Water Meter Replacement	0.00	6,250.64	20,000.00	20,000.00	13,749.36	31 %
526	Development Meters	0.00	0.00	15,000.00	15,000.00	15,000.00	0 %
535	Water Lines Repairs	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
582	WWTP Plant Maintenance	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
590	CALOES Resiliency Grant	21.46	21.46	230,000.00	230,000.00	229,978.54	0 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 21

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
605	USDA Loan Payment	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
715	Licenses, Permits and Fees	0.00	431.70	6,500.00	6,500.00	6,068.30	7 %
930	Interest Fees	23,302.18	23,302.18	60,000.00	60,000.00	36,697.82	39 %
940	Bank Service Charges	2.00	2.10	0.00	0.00	-2.10	*** %
	Account Total:	65,753.28	141,236.29	1,153,172.00	1,153,172.00	1,011,935.71	12 %
	Account Group Total:	65,753.28	141,236.29	1,153,172.00	1,153,172.00	1,011,935.71	12 %
	Fund Total:	65,753.28	141,236.29	1,153,172.00	1,153,172.00	1,011,935.71	12 %
60 SOLID WASTE DEPARTMENT							
66000 SOLID WASTE							
66000	SOLID WASTE						
105	Salaries and Wages	964.41	1,911.74	13,810.00	13,810.00	11,898.26	14 %
111	BOD Stipend	0.00	44.00	240.00	240.00	196.00	18 %
115	Payroll Expenses	16.08	26.50	250.00	250.00	223.50	11 %
120	Workers' Compensation	0.00	370.32	500.00	500.00	129.68	74 %
135	Payroll Tax - FICA	4.31	12.59	250.00	250.00	237.41	5 %
140	Payroll Tax - Medicare	13.69	27.97	250.00	250.00	222.03	11 %
155	Payroll Tax - SUI	3.02	6.65	200.00	200.00	193.35	3 %
205	Insurance - Health	218.24	354.74	2,000.00	2,000.00	1,645.26	18 %
210	Insurance - Dental	6.10	12.20	200.00	200.00	187.80	6 %
215	Insurance - Vision	0.97	2.02	200.00	200.00	197.98	1 %
225	Retirement - PERS expense	105.08	213.61	2,000.00	2,000.00	1,786.39	11 %
305	Operations and Maintenance	24.30	24.30	2,000.00	2,000.00	1,975.70	1 %
310	Phone and Fax Expense	14.19	26.57	100.00	100.00	73.43	27 %
315	Postage, Shipping and Freight	0.00	0.16	100.00	100.00	99.84	0 %
320	Printing and Reproduction	0.00	0.00	500.00	500.00	500.00	0 %
321	Professional Svcs- IT Services	17.80	35.60	0.00	0.00	-35.60	*** %
323	Professional Svcs- Auditor	0.00	0.00	400.00	400.00	400.00	0 %
325	Professional Svcs - Accounting	14.00	14.00	250.00	250.00	236.00	6 %
327	Professional Svcs - Legal (General)	0.00	0.00	1,600.00	1,600.00	1,600.00	0 %
328	Insurance - Prop and Liability	0.00	694.32	1,000.00	1,000.00	305.68	69 %
330	Contract Labor	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
331	Professional Services - Legal (SMEA)	0.00	0.00	500.00	500.00	500.00	0 %
334	Maintenance Agreements	129.58	131.13	400.00	400.00	268.87	33 %
335	Meals	0.00	0.00	200.00	200.00	200.00	0 %
340	Meetings and Conferences	0.00	0.00	200.00	200.00	200.00	0 %
345	Mileage Expense Reimbursement	0.21	0.64	100.00	100.00	99.36	1 %
348	Safety Equipment and Supplies	0.00	0.00	500.00	500.00	500.00	0 %
350	Repairs and Maint - Computers	2.67	5.33	150.00	150.00	144.67	4 %
351	Repairs and Maint - Equip	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
352	Repairs and Maint - Structures	0.00	0.00	100.00	100.00	100.00	0 %
353	Repairs & Maint- Infrastructure	0.00	1,290.92	1,000.00	1,000.00	-290.92	129 %
354	Repairs and Maint - Vehicles	0.00	0.00	200.00	200.00	200.00	0 %
375	Internet Expenses	0.00	0.00	200.00	200.00	200.00	0 %
376	Web Page- Upgrade/Maint	0.00	48.00	0.00	0.00	-48.00	*** %
382	Utilities - Propane	0.00	0.00	100.00	100.00	100.00	0 %
383	Utilities - Trash	0.00	0.00	200.00	200.00	200.00	0 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
 Statement of Expenditure - Budget vs. Actual Report
 For the Accounting Period: 8 / 21

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
60 SOLID WASTE DEPARTMENT							
	384 Utilities - Water/Sewer	0.00	0.00	500.00	500.00	500.00	0 %
	385 Dues and Subscriptions	1.35	2.70	150.00	150.00	147.30	2 %
	386 Education and Training	0.00	0.00	500.00	500.00	500.00	0 %
	393 Advertising and Public Notices	0.00	0.00	500.00	500.00	500.00	0 %
	394 LAFCO Allocations	0.00	1,210.52	1,600.00	1,600.00	389.48	76 %
	395 Community Outreach	0.00	0.00	750.00	750.00	750.00	0 %
	410 Office Supplies	5.60	5.60	150.00	150.00	144.40	4 %
	465 Cell phones, Radios and Pagers	6.20	12.07	150.00	150.00	137.93	8 %
	475 Computer Supplies & Upgrades	19.55	19.55	0.00	0.00	-19.55	*** %
	485 Fuel Expense	0.00	0.00	200.00	200.00	200.00	0 %
	490 Small Tools & Equipment	0.00	0.00	500.00	500.00	500.00	0 %
	495 Uniform Expense	3.00	7.00	200.00	200.00	193.00	4 %
	Account Total:	1,570.35	6,510.75	36,900.00	36,900.00	30,389.25	18 %
	Account Group Total:	1,570.35	6,510.75	36,900.00	36,900.00	30,389.25	18 %
	Fund Total:	1,570.35	6,510.75	36,900.00	36,900.00	30,389.25	18 %
	Grand Total:	196,712.49	405,748.85	3,051,086.00	3,051,086.00	2,645,337.15	13 %

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Cash Report
For the Accounting Period: 8/21

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
20 FIRE PROTECTION DEPARTMENT						
10200 Operating Cash - Premier	514,259.11	1,110.43	0.00	67,530.30	41,090.54	406,748.70
10250 Pac Premier - Payroll	6,046.85	67,530.30	16,606.42	79,057.66	930.19	10,195.72
10340 Pac Premier Operational Reserve	94,505.54	7,335.33	0.00	0.00	0.00	101,840.87
10350 Pac Premier- Capital Reserve	359,158.50	10.74	0.00	0.00	0.00	359,169.24
Total Fund	973,970.00	75,986.80	16,606.42	146,587.96	42,020.73	877,954.53
30 STREET LIGHTING DEPARTMENT						
10200 Operating Cash - Premier	94,697.20	2,029.03	0.00	0.00	8,572.15	88,154.08
10250 Pac Premier - Payroll	381.16	0.00	5,163.14	810.27	323.30	4,410.73
10340 Pac Premier Operational Reserve	150,225.06	6.58	0.00	0.00	0.00	150,231.64
10350 Pac Premier- Capital Reserve	249,579.59	15.84	0.00	0.00	0.00	249,595.43
10460 Cantella & Co. Investment Acct.	159,224.95	1,286.26	0.00	446.55	0.00	160,064.66
Total Fund	654,107.96	3,337.71	5,163.14	1,256.82	8,895.45	652,456.54
40 WASTEWATER DEPARTMENT						
10200 Operating Cash - Premier	773,433.00	94,938.99	1,989.24	320.92	71,277.45	798,762.86
10250 Pac Premier - Payroll	10,887.80	0.00	23,449.68	14,239.90	5,276.35	14,821.23
10260 Pac Western Bank --Long Term	200,043.94	5.10	0.00	0.00	0.00	200,049.04
10340 Pac Premier Operational Reserve	280,298.66	12.28	0.00	0.00	0.00	280,310.94
10350 Pac Premier- Capital Reserve	917,833.48	29.54	0.00	0.00	0.00	917,863.02
Total Fund	2,182,496.88	94,985.91	25,438.92	14,560.82	76,553.80	2,211,807.09
50 WATER DEPARTMENT						
10150 Cash in SLO County	76,655.36	0.00	0.00	0.00	0.00	76,655.36
10200 Operating Cash - Premier	131,081.58	99,924.56	0.00	3,007.66	76,948.29	151,050.19
10250 Pac Premier - Payroll	-16,508.52	0.00	28,682.56	17,781.40	6,287.21	-11,894.57
10340 Pac Premier Operational Reserve	155,274.30	6.80	0.00	0.00	0.00	155,281.10
10350 Pac Premier- Capital Reserve	315,504.30	16.37	0.00	43,419.18	0.00	272,101.49
10400 HOB - USDA Reserve	66,968.95	0.57	0.00	0.00	0.00	66,969.52
Total Fund	728,975.97	99,948.30	28,682.56	64,208.24	83,235.50	710,163.09
60 SOLID WASTE DEPARTMENT						
10200 Operating Cash - Premier	32,593.23	3,753.16	0.00	0.00	6,576.55	29,769.84
10250 Pac Premier - Payroll	607.70	0.00	5,225.53	848.05	327.56	4,657.62
10340 Pac Premier Operational Reserve	72,259.53	3.16	0.00	0.00	0.00	72,262.69
10350 Pac Premier- Capital Reserve	26,068.58	7.62	0.00	0.00	0.00	26,076.20
Total Fund	131,529.04	3,763.94	5,225.53	848.05	6,904.11	132,766.35
73 CLAIMS CLEARING FUND						
10200 Operating Cash - Premier	361,762.27	0.00	123,348.41	0.00	0.00	485,110.68
10250 Pac Premier - Payroll	15,661.96	0.00	13,144.61	28,235.55	0.00	571.02
Total Fund	377,424.23		136,493.02	28,235.55		485,681.70
Totals	5,048,504.08	278,022.66	217,609.59	255,697.44	217,609.59	5,070,829.30

*** Transfers In and Transfers Out columns should match, with the following exceptions:

- 1) Cancelled electronic checks increase the Transfers In column. Disbursed column will be overstated by the same amount and will not balance to the Redeemed Checks List.
- 2) Payroll Journal Vouchers including local deductions with receipt accounting will reduce the Transfers Out column by the total amount of these checks.



San Miguel Community Services District

Board of Directors Staff Report

September 23rd, 2021

AGENDA ITEM: XI-2

SUBJECT: Discuss and approve Resolution 2021-30 adopting a fee schedule for water meters, notices and other services and or repair installation services provided by the district

RECOMMENDATION:

Approve **Resolution No 2021-30** adopting a fee schedule for water meters, notices and other services and or repair installation services provided by the district

Through normal District operation, staff is requested to provide assistance to contractors, property owners and homeowners to shut down water and sewer mains in order to perform repairs, modifications, or additions as required by their construction plans. The proposed fees provide an avenue to recover the cost of providing these services to the contractor, property owner or homeowner. These costs are to recover the cost to the District. They are not meant to provide any additional revenue beyond cost recovery for personnel and equipment usage.

At the regular meeting of the San Miguel Community Services District Board of Directors (“Board”) in October 2019, the Board approved the previous fee schedule for water and wastewater related cost recovery.

At this time, staff is requesting that the Board approve a revision to the schedule approved in October 2019 in order to include a fee for performing backflow testing, certification and reporting as well as update the cost recovery for staff time, both during and after hours.

The remainder of the schedule fees shall remain the same.

Alternative Actions

1. Approve the resolution with changes; or
2. Reject the resolution

Fiscal Impact:

There is no negative fiscal impact associated with approving and adopting the proposed fee schedule will provide cost recovery for these services being performed.

PREPARED BY:

Kelly Dodds
Director of Utilities

Attachment: **Resolution No 2021-30**
Proposed Utility fee schedule

San Miguel Community Service District

Water, Wastewater, Lighting Fee Schedule

Description	FEE	TYPE	Fund
Water and Wastewater			
During normal business hours			
Water or wastewater system tie in and repairs (staff/ hour/ min 1 hour) Staff x # hours	70	Hourly	Water/Sewer
Temporary water disconnection for contractors (door hangers)	15	Each	Water
Temporary water disconnection and standby for contractors (water shutoff and turn on) During normal hours only	70	Hourly	Water
After hours, weekend or holidays			
Water or wastewater system tie in and repairs (staff/ hourly) Number of People x hours	104	Hourly	Water/Sewer
Temporary water disconnection for contractors (door hangers)	20	Each	Water
Temporary water disconnection and standby for contractors (shutoff and turn on)	104	Hourly	Water
Engineering and Rentals			
Rental Equipment rates will be at actual rental cost plus 15%			Water/Sewer
District owned Equipment rates	50	Hourly	Water/Sewer
District Engineer plan review (Billed at actual cost plus 15%)			Water/Sewer
Water meter installation fees			
1" water meter for new service (per meter)	450	Each	Water
1 1/2" water meter for new service (per meter)	600	Each	Water
2" water meter for new service (per meter)	750	Each	Water
5/8" or 1" replacement water meter for existing service (per meter)	375	Each	Water
1 1/2" replacement water meter for existing service (per meter)	550	Each	Water
2" replacement water meter for existing service (per meter)	700	Each	Water
Meters larger then 2" must be quoted at the time meters are needed.		Each	Water
Service interruption/ Door hangers			
Tampering (intentional damage to District infrastrutre will be at actual cost of repairs)	60	Each	Water/Sewer
48 hour shutoff door hanger (for non-payment)	15	Each	Water/Sewer
24 hour shutoff door hanger (for non-payment)	15	Each	Water/Sewer
Service Disconnect Door Hanger (for non-payment) - in addition to the reconnect fee	15	Each	Water/Sewer
Service Reconnect after lock off (account must be brought current)	75	Each	Water/Sewer
AFTER HOURS Reconnect after service has been locked off (account must be brought current proof of payment required)	125	Each	Water/Sewer
Will serve			
See approved will serve application for a related fees			
All estimated application, review and inspection fees due prior to will serve letter release			
Connection fees			
See approved resolution for water and sewer connection fees			
100% of fees for water, sewer and lighting due prior to water meter set.			
Past Due			
Penalty on balances 30 days past due	10%	Monthly	Water/Sewer
Penalty on balances 60 days or more past due	1%	Monthly	Water/Sewer
New Accounts			
Renter Deposit - will be refunded after deducting any outstanding balances upon leaving rental property.	120		Water/Sewer
Fire Flow request			
Fire Flow request from a hydrant or main	150	Each	Water
Backflow testing			
Backflow testing, certification and reporting (per device, bypass' are considered a separate device)	50	Each	Water

RESOLUTION NO. 2021-30

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT APPROVING A FEE SCHEDULE FOR WATER
METERS, NOTICES AND OTHER SERVICES AND OR REPAIR INSTALLATION SERVICES PROVIDED
BY THE DISTRICT**

WHEREAS, the San Miguel Community Services District (“District”) has established a fee schedule to recover costs for services, such as but not limited to: notices, standbys, temporary shutoffs, repairs, engineering, equipment usage; and

WHEREAS, the District Board of Directors (“Board”) has determined that these fees are representative of the actual cost to the District, and that the fees are intended to recover costs related to these services and that these fees shall be in effect as of October 1st, 2021; and

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of the San Miguel Community Services District hereby determines the need to adopt a fee schedule as set forth in the attached Exhibits.

BE IT FURTHER RESOLVED, this Resolution shall rescind resolution 2019-06 and shall remain in full force and effect until rescinded or replaced by the Board resolution or ordinance.

PASSED AND ADOPTED by the Board of Directors on a motion of Director _____, seconded by Director _____ by the following roll call vote:

- AYES:**
- NOES:**
- ABSENT:**
- ABSTAINING:**

the foregoing Resolution is hereby passed and adopted this 23rd day of September 2021.

Raynette Gregory, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Robert Roberson, Interim General Manager

Douglas L. White, District General
Counsel



San Miguel Community Services District

Board of Directors Staff Report

September 23, 2021

AGENDA ITEM: XI-3

SUBJECT: Discuss and Adopt Resolution 2021-27 Approving an Agreement for On-Call District Engineering Services with GSI Water Solutions Inc.

RECOMMENDATION:

Discuss and adopt Resolution 2021-27 approving an agreement with GSI Water Solutions, Inc. for District engineering services on an on-call/as needed basis, with the right for either party to the agreement to terminate the agreement with thirty (30) days' notice to the other party, retroactive to September 3, 2021.

BACKGROUND:

In May of 2021, District Engineer Dr. Blaine Reely informally notified the District that he was closing his business, Monsoon Consultants (Monsoon), and would be taking a position as an engineer with GSI Water Solutions, Inc. (GSI), a San Luis Obispo-based consulting firm doing the same work he did at Monsoon. On August 8, 2021, Dr. Reely delivered a Notice of Contract Termination to the District, which the Board voted to accept on August 19, 2021.

The District has previously contracted with Monsoon to provide assistance in the planning and management of the activities and operations of the Water, Wastewater and Street Lighting Departments, including Design, Engineering, Project Management, Inspection Services Capital Improvement Program Development and Implementation and other services, programs and support as may be assigned by the Board of Directors or staff of the District. GSI has prepared a proposed Agreement providing the exact same services the District previously received from Monsoon. The agreement has been reviewed by District General Counsel to confirm that it sufficiently protects the District and its interests.

A copy of the proposed Agreement with GSI is attached herein as Exhibit A. The Scope of Work from GSI is described on page 1 of Exhibit A.

{CW107649.2}

Staff would like to agreement to be retroactive to September 3, 2021 to cover work done by GSI after the Board authorized Staff to engage GSI for on-call purposes.

FUNDING:

No funding request is made in conjunction with this item.

FISCAL IMPACT

There are no direct fiscal impacts associated with this item. It should be noted that there may be costs associated with the transfer of services from Monsoon to GSI in the future. If such costs are anticipated, a separate item(s) will be brought before the Board for discussion and possible approval.

RECOMMENDATION

Board of Directors should approve the proposed Agreement with GSI Water Solutions for interim District engineering services.

PREPARED BY:

APPROVED BY:

Douglas L. White, District General Counsel

Rob Roberson, Interim General Manager

Attachments:

Exhibit A – Proposed Professional Services Agreement – GSI Water Solutions, Inc. & SMCSO (1104_001)

Exhibit B –Resolution 2021-27

EXHIBIT A

RESOLUTION NO. 2021-27

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN MIGUEL
COMMUNITY SERVICES DISTRICT APPROVING AN AGREEMENT FOR
DISTRICT ENGINEERING SERVICES WITH GSI WATER SOLUTIONS, INC. FOR
ON-CALL DISTRICT ENGINEERING SERVICES**

WHEREAS, the San Miguel Community Services District (“District”) has a need for ongoing on-call District Engineering Services to provide assistance in the planning and management of the activities and operations of the Water, Wastewater and Street Lighting Departments, including Design, Engineering, Project Management, Inspection Services Capital Improvement Program Development and Implementation and other services, programs and support as may be assigned by the Board of Directors or staff of the District; and

WHEREAS, Dr. Blaine Reely, who has been the District’s Engineer through his former company Monsoon Consultants is now employed at GSI Water Solutions, Inc. as an engineer; and

WHEREAS, GSI Water Solutions, Inc. has provided a proposal for a Professional Services Agreement to provide the District with on-call District engineering services to provide assistance in the planning and management of the activities and operations of the Water, Wastewater and Street Lighting Departments, including Design, Engineering, Project Management, Inspection Services Capital Improvement Program Development and Implementation and other services, programs and support as may be assigned by the Board of Directors or staff of the District; and

WHEREAS, this Resolution authorizes the Interim General Manager to enter into an agreement with GSI Water Solutions, Inc. to perform said services to the District, retroactive to September 3, 2021.

NOW THEREFORE, BE IT RESOLVED, the San Miguel Community Services District Board of Directors does hereby adopt this Resolution authorizing the Interim General Manager to enter into the proposed Professional Services Agreement with GSI Water Solutions, Inc.

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

AYES:
NOES:
ABSENT:
ABSTAINING:

The foregoing Resolution is hereby passed and adopted this 23rd day of September 2021.

Raynette Gregory, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Rob Roberson, Interim General Manager

Douglas L. White, General Counsel



PROFESSIONAL SERVICES AGREEMENT

Client:	San Miguel Community Services District
Project:	On-Call Engineering Services
Proposal Date:	Sep. 3, 2021
Not-to-Exceed Amount:	On-Call, Time & Materials

San Miguel Community Services District (CLIENT) authorizes Groundwater Solutions, Inc., dba GSI Water Solutions, Inc. (GSI), to perform the following services:

Scope of Services

The attached proposal to CLIENT dated Sep. 3, 2021, presents the scope of work for this project.

Compensation

The scope of work outlined in the proposal to CLIENT dated Sep. 3, 2021, will be completed on a time-and-materials basis in accordance with the attached schedule of rates, billed as provided herein. All costs to be incurred by the CLIENT, in conjunction with this agreement, shall be authorized by the CLIENT in advance.

Schedule

GSI will proceed with the work in a professional and expeditious manner, unless delayed by the unforeseen unavailability of necessary labor, restricted access to the work site, discovery in handling of toxic materials, delays in communications with CLIENT, insufficient or unworkable drawings or specifications, changes in the work, or any other causes beyond GSI's control. GSI will not be responsible for any financing costs or other consequential damages or costs incurred by CLIENT due to delays beyond GSI's control.

Terms

Services covered by this Agreement will be performed in accordance with the attached provisions and schedules. This Agreement supersedes all prior Agreements and understandings and may be changed only by written amendment executed by both parties.

GSI WATER SOLUTIONS, INC.

Signature:

A handwritten signature in black ink that reads "Blaine T. Reely".

Name (printed): Blaine T. Reely

Title: Principal Water Resources Engineer

Date: September 3, 2021

San Miguel Community Services District

Signature:

Name (printed):

Title:

Date:

Provisions

Authorization to Proceed

Execution of this Agreement by CLIENT will be authorization for GSI to proceed with the services, unless otherwise provided for in this Agreement.

Compensation Rates

Compensation for services provided under this agreement will be on a time and materials basis in accordance with the rates contained in the Attachment. The hourly labor rates shown in the Attachment are subject to annual adjustments effective each anniversary of the contract signing date.

Subcontracts and Direct Expenses

When services are performed on a cost reimbursement basis, a markup of 10 percent will be applied to subcontracts and outside services and a markup of 10 percent will be applied to Direct Expenses. For purposes of this Agreement, Direct Expenses are defined to include those necessary costs and charges incurred for the project including, but not limited to, the direct costs of transportation, meals, lodging, mail, shipping, equipment, supplies, laboratory test and analysis, printing and reproduction services, and certain field equipment.

All sales, use, value added, business transfer, gross receipts, or other similar taxes will be added to GSI compensation when invoicing CLIENT.

Ownership of Documents

GSI agrees that all original documents produced by GSI in accordance with this agreement, including documents which are required to be filed with public agencies, shall remain the property of CLIENT. CLIENT agrees to waive any claim against GSI and to indemnify, defend, and hold harmless GSI for any and all claims arising out of any use, not authorized in writing by GSI, of these documents by third parties not related to this Agreement.

Cost Opinions

Any cost opinions or project economic evaluations provided by GSI will be on a basis of experience and judgment, but, because GSI has no control over market conditions or bidding procedures, GSI cannot warrant that bids, ultimate construction cost, or project economics will not vary from these opinions.

Payment to GSI

Monthly invoices will be issued by GSI for all services performed under this Agreement. CLIENT shall pay each invoice within 30 days.

In the event of a disputed billing, only that disputed portion will be withheld from payment, and the undisputed portion will be paid. CLIENT will exercise reasonableness in disputing any bill or portion thereof.

Insurance

GSI will maintain throughout this Agreement the following insurance:

- a. Worker's compensation insurance in the statutory amount of not less than \$1,000,000 for all employees engaged in the work. Owners of GSI who are exempt from worker's compensation requirements shall maintain equivalent disability insurance.
- b. Comprehensive automobile and vehicle liability insurance covering claims for injuries to members of the public and/or damages to property of others arising from use of motor vehicles, including onsite and offsite operations, and owned, non-owned, or hired vehicles, with \$1,000,000 combined single limits.
- c. Commercial general liability insurance covering claims for injuries to members of the public or damage to property of others arising out of any covered negligent act or omission of GSI or of any of its employees, agents, or subcontractors, with \$2,000,000 per occurrence and \$2,000,000 in the aggregate.
- d. Professional liability insurance of \$1,000,000 per occurrence and \$2,000,000 in the aggregate.

Insurance coverage in (b) and (c) above will name CLIENT as additional insured. Such insurance will be the primary coverage to GSI and CLIENT.

Before commencing work under this contract, GSI will furnish CLIENT with certificates of insurance verifying coverages and additional insureds. Certificates also will state that the insurance carrier will give CLIENT a 30-day notice of any insurance cancellation or material alteration.

Standard of Care

GSI will complete its services with the standard of care and degree of skill and diligence normally employed by professionals performing the same or similar services in the locality in which the services are performed.

Indemnification

GSI agrees, to the fullest extent permitted by law, to indemnify and hold harmless CLIENT from damages, liabilities, and costs to the extent such liabilities, and costs are caused by GSI's negligent acts, errors, or omissions in the performance of professional services under this agreement, or anyone for whom GSI is legally liable.

CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless GSI from damages, liabilities, and costs to the extent such liabilities, and costs are caused by CLIENT's acts, errors, or omissions, or anyone for whom CLIENT is legally liable.

In the event that damages, liabilities, and costs are caused by the joint or concurrent negligence of CLIENT and GSI, they shall be borne by each party in proportion to its own negligence. This provision is intended to indemnify and hold harmless each other and each other's clients specifically in any situation in which employees, agents, and representatives commence a third party action for injuries or death otherwise covered by applicable workers' compensation laws.

Limitation of Liability

GSI's liability will, in the aggregate, not exceed \$100,000. This provision takes precedence over any conflicting provision of this Agreement or any document incorporated into it or referenced by it.

This limitation of liability will apply whether GSI's liability arises under breach of contract or warranty; tort, including negligence; strict liability; statutory liability; or any other cause of action, and shall include GSI's officers, employees, and subcontractors.

Severability and Survival

If any of the provisions contained in this Agreement are held illegal, invalid, or unenforceable, the other provisions shall remain in full effect. Limitations of liability shall survive termination of this Agreement for any cause.

No Third-Party Beneficiaries

This Agreement gives no rights or benefits to anyone other than CLIENT and GSI and has no third-party beneficiaries except as provided in **Limitation of Liability**.

Materials and Samples

Any items, substances, materials, or samples removed from the project site for testing, analysis, or other evaluation will be returned to the project site unless agreed to otherwise. CLIENT recognizes and agrees that GSI at no time assumes title to said items, substances, materials, or samples. CLIENT recognizes that GSI assumes no risk and/or liability for a waste or hazardous waste site originated by other than GSI.

Assignments

Neither party shall have the power to or will assign any of the duties or rights or any claim arising out of or related to this Agreement, whether arising in tort, contract or otherwise, without the written consent of the other party. Any unauthorized assignment is void and unenforceable.

Integration

This Agreement incorporates all previous communications and negotiations and constitutes the entire Agreement of the parties. If CLIENT issues a Purchase Order in conjunction with performance of the services, general or standard terms and conditions on the Purchase Order do not apply to this Agreement.

Force Majeure

If performance of the services is affected by causes beyond GSI's reasonable control, project schedule and compensation shall be equitably adjusted.

Changes

CLIENT may make or approve changes within the general Scope of Services in this Agreement, subject to GSI approval and with appropriate adjustment for costs and time for performance. If such changes affect GSI's cost of or time required for performance of the services, an equitable adjustment will be made through an amendment to this Agreement.

Termination

This Agreement may be terminated for convenience on 30 days' written notice or if either party fails substantially to perform through no fault of the other and does not commence correction of such nonperformance within 5 days of written notice and diligently complete the correction thereafter. The preceding sentence does not apply to a non-payment for services rendered, at which time, CLIENT shall be deemed to be in default and GSI may suspend services. On termination, GSI will be paid for all authorized work performed up to the termination date plus termination expenses, such as, but not limited to, reassignment of personnel, subcontract termination costs, and related closeout costs.

Attorney's Fees

In case this Agreement is referred to an attorney for collection, suit, or action, including arbitration, by any of the parties to enforce any provision of this Agreement, the prevailing party shall be entitled to, in addition to any award of costs or disbursements provided by statute, such additional sums as the court may adjudge reasonable as attorney's fees and costs to be allowed in such suit or action, including sums allowed as reasonable attorney's fees and costs on any appeal of such suit or action.

Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of California and venue of any action shall be in San Luis Obispo County, California.



Scope of Work and Fee Estimate

To: Kelly Dodds, Director of Utilities / San Miguel Community Services District
From: Blaine Reely, GSI Water Solutions, Inc.
Date: September 3, 2021
RE: On-Call Engineering Services

GSI Water Solutions, Inc. (GSI), is pleased to offer this proposal to the San Miguel Community Services District (DISTRICT) to provide “on-call” engineering and related technical services to assist the DISTRICT in the planning and management of the activities and operations of the Water, Wastewater and Street Lighting Departments as may be assigned. In performing these services, the GSI staff shall coordinate all assigned activities with DISTRICT staff and outside agencies as required to support the activities of the General Manager, Director of Utilities and the San Miguel Community Services District. In addition, GSI will provide technical support to the DISTRICT Groundwater Sustainability Agency (GSA) as requested. Our designated point of contact for the DISTRICT will be Dr. Blaine Reely.

We thank you for your consideration of this proposal and look forward to working with you in the future.

Sincerely,
GSI Water Solutions, Inc.

A handwritten signature in black ink that reads "Blaine T. Reely". The signature is written in a cursive, flowing style.

Blaine T. Reely, PhD, PE
Principal Water Resources Engineer

Attachments:
GSI Agreement with Terms & Conditions.



2021 GSI Fee Schedule

Labor Category	Hourly Rate
Technical Professionals	
Principal	\$215 - \$280
Supervising	\$180 - \$250
Managing	\$160 - \$190
Consulting	\$140 - \$170
Project	\$130 - \$150
Staff	\$100 - \$140
Other Services	
GIS/Graphics	\$100 - \$170
Editor/Documents	\$110 - \$140
Administration	\$70 - \$110

The hourly rate for trial preparation and expert witness testimony is 1.5 times the standard billing rate shown above.

Expenses

- **Mileage:** IRS authorized rate/mile plus 10 percent markup
- **Direct expenses and outside services:** Cost plus 10 percent markup



San Miguel Community Services District

Board of Directors Staff Report

September 23rd, 2021

AGENDA ITEM: XI-4

SUBJECT: Review and approve change order for DUDEK in an amount not to exceed \$4,550 to complete an environmental assessment required by USDA.

RECOMMENDATION:

Approve a change order with DUDEK.

The District has been working with DUDEK to prepare the required CEQA and NEPA environmental reports for the Machado Wastewater Treatment Facility expansion project. USDA is requiring a separate environmental assessment (EA) report which DUDEK states is not included in their proposal.

The EA report uses much of the information from the CEQA and CEQA plus documents already prepared but in a unique format specific to USDA.

After review of the RFP and DUDEKs proposal they didn't expressly exclude this report from their initial proposal, but other proposers did. However, DUDEK is not willing to complete the report without additional compensation.

Approval of the change order will be the most time efficient and likely the most fiscally responsible course as pursuing legal remedies will be both time intense and legal fees will only add to the overall cost. If DUDEK still declined to prepare the report and the District must secure another firm to finish the report then that will also be another delay and added cost which will invariably be more than the proposed change order.

Fiscal Impact:

If approved the contract for DUDEK will be increased by \$4,550. This amount is still within the amount budgeted for the environmental and engineering funding approved in the 2021-22 budget.

PREPARED BY:

Kelly Dodds

Director of Utilities

Attachment: **Proposed change order**

Kelly Dodds
San Miguel Community Services District
1150 Mission Street
San Miguel, CA 93451

September 15, 2021

SUBJECT: Contract Amendment Request

Mr. Dodds:

Pursuant to the USDA request for preparation of a standalone EA for the District's WWTP upgrade project, Dudek is requesting a contract amendment in the amount of \$4,550.

The Cost Table is provided below for reference:

Task	Cost
Task 1 - ES Document Draft	\$2,760 (includes publications staff review)
Task 2 - ES Document Final	\$980 (includes publications staff review)
Task 3 - Project Management Emails/Calls	\$200
Task 4 - Coordination on and peer review on outstanding biological and cultural areas	\$640
Total	\$4,550

Thank you for the opportunity to prepare this request. Should you have any questions, please feel free to contact me at jgray@dudek.com or 805.308.8531.

Sincerely,



Jane Gray
Senior Project Manager/Regional Planner



San Miguel Community Services District

Board of Directors Staff Report

September 23rd 2021

AGENDA ITEM: XI-5

SUBJECT: Continued Discussion on the status of the Machado Wastewater Treatment Facility expansion and the aerator upgrade project.

RECOMMENDATION: Discuss status of the Machado Wastewater Treatment Facility expansion and the aerator upgrade project.

CURRENT STATUS:

WWTF

The existing plant upgrade was completed in 2001, at that time it was upgraded to a maximum capacity of 200,000 gallons per day.

COMPLIANCE – Based on the 1st quarter 2021 testing the plant is out of compliance for a single sample and is out of compliance for the 6-sample average in regard to TDS, Sodium and Chloride

FLOW – In *July* the plant averaged 145,044 gallons per day (73% of hydraulic design capacity) with a max day of 203,392 gallons (103% of hydraulic design capacity)

On 6/18/18 the District received a letter from SWRCB outlining the status of the plant and setting a timeline of approximately 2.9 years before the plant reaches capacity. This is the window to complete the expansion to prevent potential overflows and potential violations.

Monsoon Consultants is currently working on design requirements and options to meet current/future and proposed regulatory requirements.

- August 2018 WWTP Expansion engineering report.
- November 2018 DE presented options to the Board and discussed the engineering study and alternatives.
- December 2018 DOU and Engineer from Monsoon Consultants toured SBR and MBR plants and talked to operators about process benefits and issues.
- January 2019 the DE delivered the Final engineering report to the Board at the regular Board Meeting and the Board subsequently approved the report.

- January 2019 the District submitted the Final Engineering Report to the CCWQCB for their review and comment.
- February 2019 DE and Director of Utilities met with CCWQCB staff to discuss the engineering report and future project phases, requirements, funding, permitting, and schedules.
- February 2019 the District submitted the Final Engineering Report to PG&E for their review in advance of a meeting to discuss future WWTF electrical service requirements and the potential for technical/financial assistance for the WWTF expansion/renovation.
 - The District also applied for a service change to PG&E to begin the process of determining the extent of improvements needed to service the new power requirements.
- February 2019 the District applied to SoCal Gas for service and is in the process of determining costs to bring gas to the plant.
- August 2019 DE and DOU toured manufacturing plant and installations MBR package plants
- October 2019 the Board approved a contract with Monsoon Consultants to prepare the construction plans for the WWTF expansion
- November 2019 District received an agreement for a \$250,000 planning grant for the WWTF expansion.
- March 2020 RFP was released for an environmental consultant for the WWTF
- April 2020 Submitted Preliminary Engineering Report to USDA for review for Grant/ Loan funding. Comments were received back from the USDA which are being addressed by the DE
- April 23, 2020, the Board approved DUDEK proposal to perform environmental consultation for the District in relation to the WWTF and Recycled Water distribution system (purple pipe)
- May 2020 the District received the signed agreement back for the planning grant and submitted the initial invoice for reimbursement.
- June 2020 DE completed an analysis of the flooding risk to the WWTF site from Salinas River flood flows. The results of the study will be incorporated into the final design.
- June 2020 the DE completed the revisions of the USDA Preliminary Engineering Report (PER) and will resubmit to the USDA for funding consideration.
- On September 25, 2020, The Central Coast Regional Water Quality Control Board approved and adopted General Waste Discharge Requirements (Order No. R3-2020-0020) for Discharges from Domestic Wastewater Systems with Flows >100,000 GPD. The District WWTP, including the planned expansion/renovation, will be subject to the requirements in this order.
- November 2020 the DE submitted the FINAL USDA Preliminary Engineering Report (PER) to the USDA and Waterboard for review.
- January 2021 the DE submitted an application to the California Department of Water Resources for the amount of \$5,000,000 to obtain a grant under the 2019 Sustainable Groundwater Management (SGM) Grant Program Implementation – Round 1 for the upgrade and expansion of the District’s Machado Wastewater Treatment Facility (WWTF) and the construction of a new recycled water (“purple pipe”) distribution system (or a component thereof).
- February 2021 Dudek submitted the initial DRAFT of the CEQA / NEPA Initial Study and Mitigated Negative Declaration to the District for review and comment.

- April 22, 2021 the Board of Directors authorized the District to advertise a Request for Proposals (RFP) from qualified vendors to provide, install, test & adjust, start-up, and provide operator training of a pre-engineered package membrane bioreactor (MBR) municipal wastewater treatment system which will be a critical component of the upgrade and expansion of the DISTRICT's Machado Wastewater Treatment Facility (WWTF).
- May 6, 2021 the District submitted a revised version of the Preliminary Engineering Report (PER) to the USDA for their review.
- May 17, 2021 Dudek submitted the Phase 1 Archeological Survey Report to the District for staff review and comment.
- May 19, 2021 a Pre-Proposal meeting was held to inform qualified vendors about the District's requirements for the pre-engineered package membrane bioreactor (MBR) municipal wastewater treatment system and solicit input and answer questions.
- On June 11, 2021 the DISTRICT received one (1) cost proposal in response to the MBR RFP. The cost proposal was received from Cloacina, LLC, which is based in Arroyo Grande, CA. The DE and Director of Utilities are in the process of reviewing the proposal and pending completion of that process, will present our findings and recommendations to the Board.
- On July 7, 2021 Dudek delivered a preliminary and incomplete DRAFT CEQA/NEPA Environmental Document. The DE and Director of Utilities have reviewed the subject document and responded to Dudek with comments and revision requirements.
- On July 16, the DOU and DE participated in a TEAMS meeting with USDA and Waterboard staff to discuss the regulatory / permit requirements for the WWTF upgrade. The Preliminary Engineering Report (PER) will be revised to incorporate the issues that were discussed.
- July 30, 2021 Dudek delivered an ADMINISTRATIVE DRAFT CEQA/NEPA Environmental Document. District staff have reviewed the subject document and responded to Dudek with comments and revision requirements.
- On August 11, 2021, The DE submitted a revised DRAFT PER to the Director of Utilities for review. The revision addresses issues that were identified in discussions with the USDA and RWQCB.
- August 16, 2021: The DE and Director of Utilities participated in a TEAMS meeting with SLO County Planning, Building and Public Works Departments staff to discuss WWTF project status and the anticipated requirements from the SLO County with regard to a new Conditional Use Permit (CUP).

AERATOR PROJECT

5/17/18 WSC issued the Final Technical Memorandum outlining some of the options for the replacement of the existing surface aerators with bubbler aeration in the ponds. Part of the recommendation is to install a headworks to prevent fouling the diffusers.

The Energy Watch and PG&E are working on preliminary paperwork for On-Bill Financing for this project once it is ready.

The aeration project is being modified as part of the overall expansion of the WWTF. It is possible that the original project will be scrapped in favor of other assistance available from PG&E.

FUNDS EXPENDED

Total Costs incurred to date

- Property acquisition - \$240,140 (Paid with Capital Funds not covered under any grant FY2016-17)
- Planning - \$177,740 (Reimbursed through the IRWM DAC Grant)
- Engineering / Environmental - \$163,796 (Reimbursable through the DWR CWSRF Grant)

GRANT FUNDING

Awarded

- Integrated Regional Water Management (IRWM) Prop 1 DAC -- \$177,750 for Wastewater plant upgrade analysis, basin recharge study.
- State Revolving Fund (CWSRF) -- \$250,000 for project design, engineering, and environmental studies – The District received the agreement for this grant in November 2019. The grant is retroactive to 2017. As of June 30, 2021, a total of \$163,796 has been expended.

Applied for/ to

- The District submitted applications to SLO County for the 2020 and 2021 funding cycles for CDBG funds to help pay for construction. No CDBG funds were awarded to the District in either cycle.
- Preparing to apply to DWR and USDA
- Held pre-application meeting with USDA to start application process 1/10/2020
- Met with Cayucos Sanitary District to discuss how they are financing their Wastewater treatment plant currently under construction
- Discussed additional funding with the Department of Financial Assistance at the state about construction financing.
- Submitted a Pre-Application to DWR for \$14.5M in funding through the Small Community Funding Program on May 5, 2020.
- Submitted an application to the California Department of Water Resources for the amount of \$5,000,000 to obtain a grant under the 2019 Sustainable Groundwater Management (SGM) Grant Program Implementation – Round 1 for the upgrade and expansion of the District’s Machado Wastewater Treatment Facility (WWTF) and the construction of a new recycled water (“purple pipe”) distribution system (or a component thereof) in January 2021.

NEXT STEPS:*WWTF*

Based on discussions with the DE, we have nearing completion of the design development phase for the recommended WWTP upgrade and expansion design alternative. We have scheduled completion of the final design and the preparation of the Construction / Bidding Documents by the end of 2021. On April 23, 2020, the Board awarded a contract to Dudek for Environmental Studies as required for CEQA/ NEPA Compliance for the recommended WWTP upgrade and expansion design alternative. The timing of the environmental compliance & permitting work will coincide with the completion of the final design phase. Under our currently planned schedule, the District should plan on initiating the process of obtaining financing for the WWTP upgrade and expansion

project during the third quarter of 2021, with the goal of having financing in place to advertise and award a construction project in 4th Quarter 2021.

Although the District staff are aggressively researching and applying for grant funding opportunities, it is likely that, in order to meet our deadline, the District may need to pay out of pocket for some of the construction design work.

AERATOR PROJECT

Once design criteria are determined for the WWTF and it is determined that the aeration upgrade will be maintained with the plant expansion then staff will bring additional items to the board to facilitate the approval and construction of the aeration upgrade.

COUNT DOWN CLOCK

Notice issued – June 2018 Deadline given – March 2021 (2.9 years)

Time remaining— -6 months (We have met with the Waterboard to discuss the project progress and schedule.)

FISCAL IMPACT

No impact resulting from this information.

RECOMMENDATION

This item is for information and discussion only.

Due to the limited time frame, this item will be updated monthly, and the Board will likely have additional items for approval in conjunction with this report.

PREPARED BY:

Kelly Dodds

Kelly Dodds, Director of Utilities