



Agenda

San Miguel Community Services District

BOARD OF DIRECTORS

John Green, President
Anthony Kalvans, Director

Joseph Parent, Vice President
Gib Buckman, Director

Ashley Sangster, Director

THURSDAY, FEBRUARY 22, 2018 6:00 P.M. closed session 7:00 P.M. opened session BOARD OF DIRECTORS SPECIAL MEETING AGENDA

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

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

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

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

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

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

- I. Call to Order: 6:00 PM**
- II. Pledge of Allegiance:**
- III. Roll Call:**
- IV. Approval of Special Meeting Agenda**
- V. ADJOURN TO CLOSED SESSION: Time:_____**

A. CLOSED SESSION AGENDA:

- 1. CONFERENCE WITH DISTRICT GENERAL COUNSEL – Existing Litigation** Pursuant to Government Code Section 54956.9 (d)(1) Case: *Steinbeck v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-265039* and Case: *Eidemiller v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-269212*
- 2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS**
Pursuant to Government Code Section 54956.8
Properties: 021-051-017 and 021-051-016.
Agency negotiator: (Blaine T. Reely, PhD,PE/Monsoon Consultants, SMCSO Interim General Manager Rob Roberson, and Director of Utilities Kelly Dodds)
Property Negotiator: San Miguel Ranch, LLC.
Under negotiation: Purchase price & terms of payment.
- 3. PUBLIC EMPLOYEE APPOINTMENT**
Pursuant to Government Code section 54957(b)(1)
Title: General Manager
- 4. CONFERENCE WITH DISTRICT GENERAL COUNSEL-ANTICIPATED LITIGATION**
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9 : (1 case)
- 5. LIABILITY CLAIMS**
Pursuant to Government Code Section 54957
Worker’s Compensation Claims- One Case: Claimant: Phil Brown Claim Number: SDWA-555814
- 6. CONFERENCE WITH LABOR NEGOTIATORS** (Pursuant to Government Code Section 54954.5(f) and Government Code Section 54957.6)
District Representatives: District General Counsel, Director Kalvans, and Director Green.
Unrepresented Bargaining Units: Non-Management Non-Confidential Unit and Non-Management Confidential Unit

- VI. Call to Order for Regular Board Meeting/Report out of Closed Session 7:00 PM**
 - 1. Report out of closed session by District General Counsel

VII. Public Comment and Communications:

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

VIII. Special Presentations/Public Hearings/Other: None

IX. Staff & Committee Reports – Receive & File:

Non-District Reports:

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

District Staff & Committee Reports:

- | | | | |
|-----|--------------------------|------------------|-----------------|
| 6. | Interim General Manager | (Mr. Roberson) | Verbal |
| 7. | District General Counsel | (Mr. White) | Verbal |
| 8. | District Engineer | (Dr. Reely) | Report Attached |
| 9. | Director of Utilities | (Mr Dodds) | Report Attached |
| 10. | 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) 1-18-18 Special Meeting Minutes
 - b) 1-25-18 Regular Meeting Minutes
2. Accept plans prepared by Monsoon Consulting for water line replacement on 10th street, 11th street, and Mission Street. Authorize staff to identify and secure funding, as well as release plans for bidding once funding is identified. (plans available for review at District office)

XI. BOARD ACTION ITEMS:

1. Review, Discuss, Receive and File the Enumeration of Financial Report for **January 2018**
 - a) Claims Detail Report 1-2018
 - b) Statement of Revenue Budget vs Actuals 1-2018
 - c) Statement of Expenditures Budget vs Actual 1-2018
 - d) Cash Report for Payrolls 1-2018

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

M _____ S _____ V _____

2. Review and consideration of **Resolution 2018-11** establishing the dates to sell “Safe and Sane” fireworks, and the application period for the 2018 calendar year.

RECOMMENDATION: Discuss and approve **Resolution No 2018-11** for the 2018 fireworks sales period.

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

M_____ S_____ V_____

3. Discussion and consideration adopting **Resolution No 2018-10** establishing the calendar year 2018 fireworks fees.

RECOMMENDATION: Discuss and approve **Resolution No 2018-10** for the 2018 fireworks fees.

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

M_____ S_____ V_____

4. Review and approve **Resolution 2018-12** authorizing the Fire Chief to purchase a high-pressure pump system from Micro Droplet Systems for Engine 8668 at a cost not to exceed \$9,950.00 and authorize a budget adjustment from Fire Capital Reserve to 20-460 Fire Equipment in the same amount

RECOMMENDATION: Approve **Resolution 2018-12** authorizing the Fire Chief to purchase a high-pressure pump system from Micro Droplet Systems for Engine 8668 at a cost not to exceed \$9,950.00 and authorize a budget adjustment from Fire Capital Reserve to 20-460 Fire Equipment in the same amount.

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

M_____ S_____ V_____

5. Review and approve **Resolution 2018-04** amending Interim General Manager Temporary Employment Agreement between the San Miguel Community Service District and Robert Roberson.

RECOMMENDATION: Discuss and approve **Resolution No 2018-04 (Helane from CW)**

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

M_____ S_____ V_____

6. Review and Discuss rate study summary material as provided by Bartle Wells by the Director of Utilities and District Engineer

RECOMMENDATION: Review rate study summary material with Director of Utilities and District Engineer and provide feedback.

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

XII. BOARD COMMENT:

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

XIII. ADJOURNMENT TO NEXT REGULAR MEETING OF 3-22-2018 Time: _____

ATTEST:

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

I, Tamara Parent, Board Clerk/Accounts Manager of San Miguel Community Services District, hereby certify that I caused the posting of this agenda at the SMCSO office on February 16, 2018

Date: February 16, 2018

Tamara Parent Approved 2/15/2018

Tamara Parent, Board Clerk/ Accounts Manager

Rob Roberson Approved 2/15/2018

Rob Roberson, Fire Chief/Interim General Manager

John Green Approved 2/8/2018

Approved by: President Green



MONSOON CONSULTANTS

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

SAN MIGUEL COMMUNITY SERVICES DISTRICT

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

BOARD OF DIRECTORS

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

Re: DISTRICT ENGINEER REPORT - FEBRUARY 2018

Gentlemen:

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

OVERVIEW

The District produced approximately 7.7 MGAL (10,293 CCF) of water during the month of January 2018. This represents a decrease of approximately 9.3% from the prior month. During the month, the DE coordinated the design and preparation of plans & technical specifications for the 10th & 11th Street Waterline Replacement Project and the San Lawrence Terrace Waterline Replacement Project. The design and engineering phase of both of these project is nearing completion. No major failures or unexpected major expenditures were encountered within the wastewater or street lighting systems during the month.

MEETING PARTICIPATION

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

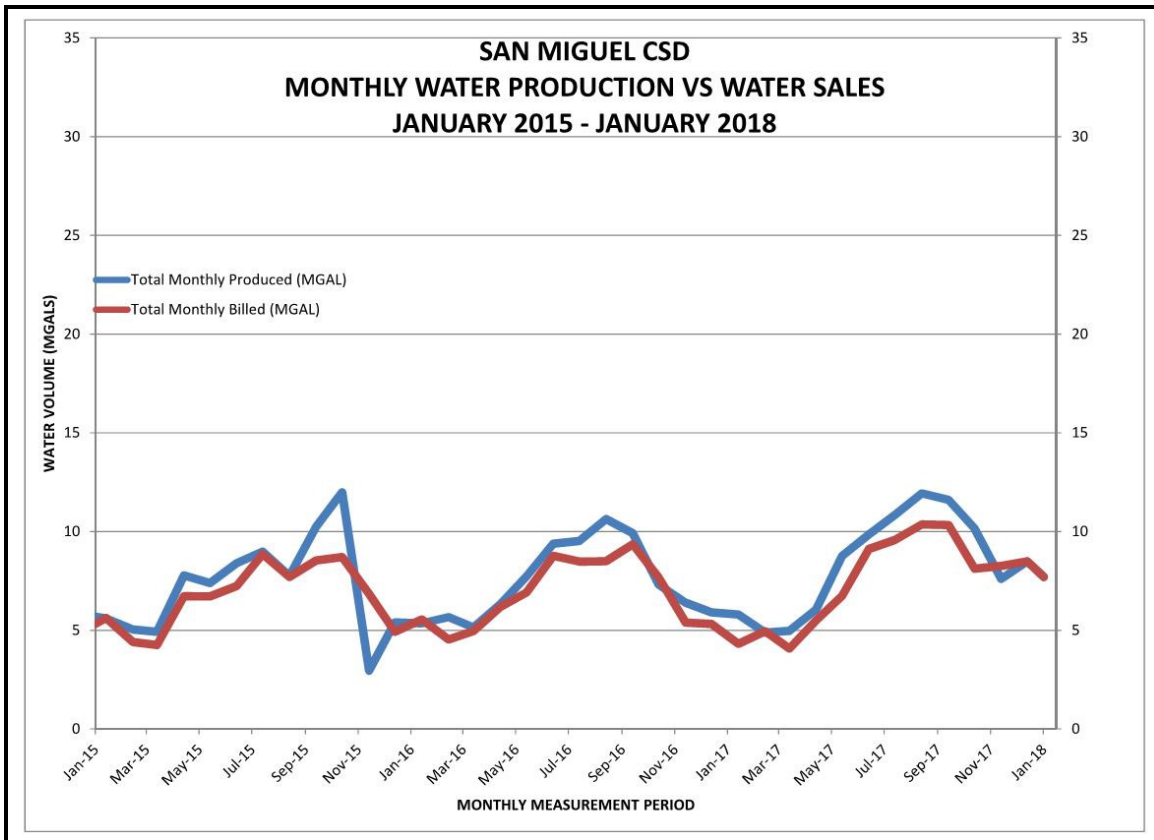
1. January 31, 2018: The DE participated in interviews of the Hydrometrics consultant team that was recommended by GSA Cooperative Committee staff to prepare the Groundwater Sustainability Plan (GSP) for the Paso Robles Groundwater Basin. Members of the GSA Cooperative Committee were present, including the District's representative, Director Parent.

CIVIL ENGINEERING / HYDROLOGY

- February 9, 2018: The DE and Director of Utilities met with a Cal Poly civil engineering graduate student who has expressed interest in performing a study of our Wastewater Treatment Plant and specifically looking at expansion alternatives. This work would be done in conjunction with his MSc thesis and would be at no cost to the District.

WATER PRODUCTION HISTORY

The following graph depicts the water production and sales for the proceeding 36-months. Note that the Total Monthly Volume of Water Billed which is depicted for January 2018 is based on an estimate. The actual data was unavailable at the time that this report was prepared.



CAPITAL IMPROVEMENT PROGRAM

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

- San Lawrence Terrace Arsenic Blending Pipeline & Tank Improvements: The contractor (Whitaker Construction Group, Inc.) worked diligently on this project during the month and is expected to be completed in early March.
- Waterline Replacement on 11th Street & UPRR and 10th Street & Mission: The DE has completed preparing plans, specifications, and bidding documents for this project. These documents will be presented to the Board of Directors at the February 2018 regular meeting

3. Wastewater Treatment Plant Renovation / Upgrade: We have been notified that the District will be the recipient of \$177,750 Prop 1 IRWM DAC Involvement Grant Funds which will be used to fund a Wastewater Treatment Plant Update and Recharge Basin Study. We're still a few months or more from being able to invoice for reimbursement funds; however, we can request reimbursement for work performed within the scope back to January 22, 2016. Because of the DAC status, no matching funds are required.
4. Wastewater Treatment Plant Renovation / Upgrade: We have submitted a grant application to the DWR for funding in the amount of \$250,000 for Planning & Design for the Wastewater Treatment Plant renovation. We have been assigned a project manager at the DWR and the DWR has reviewed our submittal and found it to be complete with the exception of the 2016 – 2017 audited financials. These will be submitted as soon as they are available.
5. SLT 6-inch A.C. Waterline Replacement: A major break a 6-in asbestos cement pipeline occurred on January 7, 2018. The Board directed the DE to prepare Engineering Plans & Specifications to allow the District to solicit bids from qualified contractors to replace the existing waterline between Oak Drive and the SLT Water Tank. The DE anticipates that the bidding documents will be ready for board approval at the March 2018 regular District meeting.
6. Sanitary Sewer Management Plan Audit & Update: The Board directed the DE to to prepare a required audit and update the District's Sanitary Sewer Management Plan (SSMP). This work is currently in progress.

DEVELOPMENT

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

- a) People's Self Help (Tract 2527, formerly Mission Garden Estates): The contractor continues the installation of the underground utilities. The the sanitary sewer collection system and the water distribution system have been installed. The sewage lift station is installed. Dry utilities are currently being installed, in advance of final grading operations.
- b) People's Self Help (Tract 2710). This is a 24 Lot residential subdivision. Construction of water and sewer lines have been completed, tested and passed inspection. Homes are now under construction and the District is providing lateral inspections as needed. To date, all of the planned homes have been framed and construction continues to progress.
- c) Tract 2779 (Nino - 34 lots) –Site work on for this development was initiated in October 2017 and the contractor is currently installing water and sanitary sewer infrastructure and site grading is underway.

GROUNDWATER SUSTAINABILITY AGENCY

Proposals for professional engineering & hydrogeological services as required to prepare a Groundwater Sustainability Plan (GSP) for the Paso Robles Groundwater Basin were received on December 4, 2017 and a “short list” of three (3) firms were selected for interview by the Cooperative Committee staff. The interviews were held on January 11, 2018. Based on the results of the interviews, the Hydrometrics team was

selected as the top candidate. Interviews of the Hydrometrics team by the GSA Cooperative Committee members were conducted on January 31st. Director Parent participated in these interviews

An application to the DWR for grant funding for the preparation of the Paso Robles Groundwater Basin GSP was completed and submitted in November 2017. In January 2018, we received notification by from the DWR that a grant award of \$1.5 Million was allocated for the preparation of the GSP. With this award, there should be sufficient funds to complete the GSP without a need for additional out of pocket expenditures from the District.

On February 12th, Director Parent attended a meeting with members of the Estrella – Pomar – Creston (EPC) GSA formation committee to discuss the EPC GSA's interest in forming a GSA. This meeting was informational only and no action was taken by Director Parent.

On February 14th, Director Parent attended a meeting of the Paso Robles Groundwater Basin GSA Cooperative Committee. Members of the Cooperative Committee were briefed regarding the status of the DWR GSP grant funding award and considered awarding a contract to the Hydrometrics team for the preparation of the basin-wide GSP. After discussion and input from members of the public, the contract award was tabled pending an opinion from legal counsel regarding potential conflict of interest issues between the Hydrometrics team and DWR.

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

Respectfully Submitted,

MONSOON CONSULTANTS

Blaine T. Reely

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

February 15, 2018
Date

SAN MIGUEL COMMUNITY SERVICES DISTRICT

AGENDA ITEM# IX.9

UTILITY REPORT 1-19-18 Thru 2-12-2018

Well Status:

- Well 4 is fully operational
- Well 3 is out of service, equipment was approved and is scheduled to be installed the week of the 19th.
- SLT well is out of service during the installation of the SLT Blending line currently underway.

State Water Resources Control Board (SWRCB):

- .

Water System status:

Water leaks this month:3 This year: 5 Total last year: 6

Water related calls through the alarm company after hours this month: 4 this Year: 12

- On 12/24/17 we were advised of a main break on the 1000 block of K street. We excavated and repaired the main break that night.
- On 1-8-18 we were notified of homes without water on the San Lawrence Terrace. This outage was due to a complete failure of the main line between Oak Drive and the SLT Tank. The line was isolated and water restored to the homes in the area. The line and tank remain out of service pending a determination of how to address the break long term.

Sewer System status:

Sewer overflows this month: 0 this year: 0

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

WWTP status:

- Due to an issue with power at the WWTP we experienced a high number of failures at the plant. In order to correct part of the problem starters for the lift pumps had to be replaced. We are working with PG&E to correct the problems.
- An issue was raised on 1/8/18 that the WWTP lights need to be adjusted as they are visible from Homes on Mission street. We will be adjusting them to minimize the impact on the homes on Mission street and still maintain necessary light at the plant once a lift is available to reach them.

Lighting status:

- We received a rebate in the amount of \$910 from PG&E for participating in a street light conversion program.
- Some street lights that were installed as part of recent tracts were not added to our billing, we have corrected that with PGE

Project status:

- Continuing raising valves and manholes around town.
- SLT Blending line is underway they will be finishing work the week of the 12th and we will begin disinfection and testing the week of the 19th
- Major cleanup is in progress at the WWTP
- On 2/9/18 Blaine and I met with a Cal Poly Grad student who will be doing some preliminary analysis of options for our treatment plant expansion as part of a Thesis project. His time will be free to the district but some cost associated with testing will be included in the annual wastewater budget.

SCADA:

- Recently TESCO made some updates to our software in order to cut down and track nuisance communication fails that we had been experiencing.

SLO County in San Miguel:

- .

Caltrans in San Miguel:

- Caltrans is underway on improvements to the HWY 101 corridor, for what will be a 2-year project. We have received notice of road closures; notices are available in the office. South Mission street onramp is closed and will remain closed for the next few months until the new bridge is built. (1-2018)

Rain in San Miguel:

1-8/9-18 2"

PREPARED BY:

Kelly Dodds

Kelly Dodds

Director of Utilities

Date: February 12th 2018



San Miguel Community Services District Board of Directors Meeting

Staff Report

February 22th, 2018

AGENDA ITEM: IX 10

SUBJECT: Fire Chief Report for January 2018

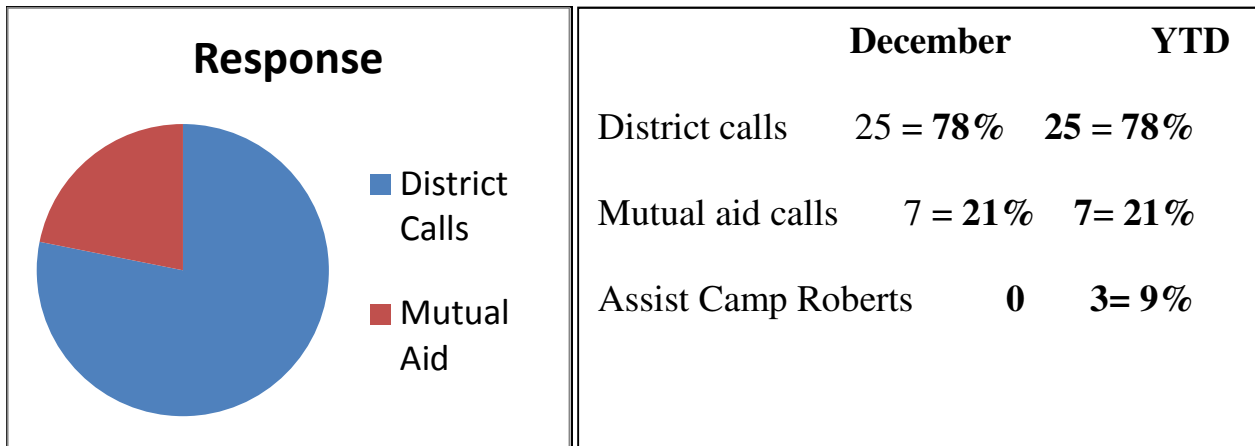
STAFF RECOMMENDATION: Receive and File Monthly Reports for the Fire Department

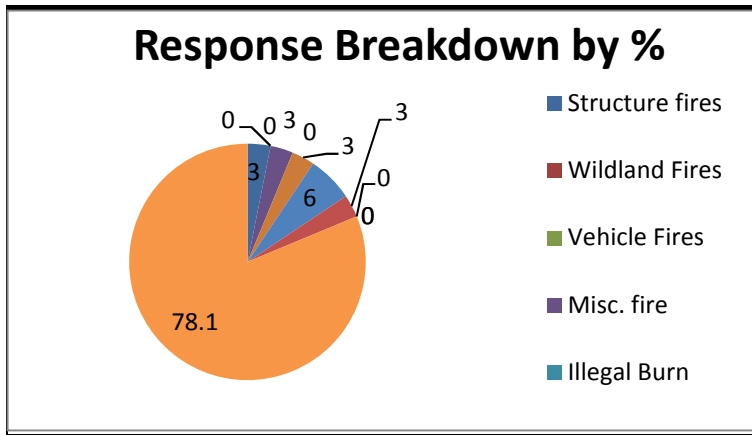
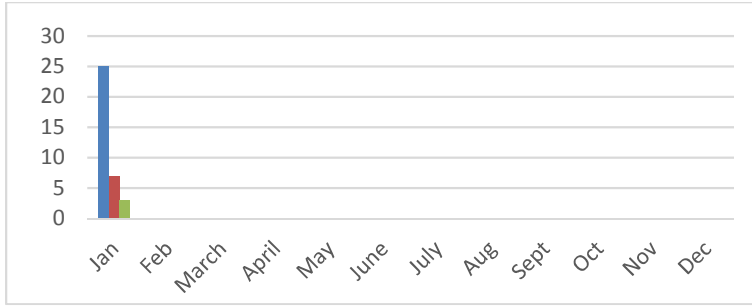
INCIDENT RESPONSE:

- Total Incidents for January 2018 **32**
- Average Calls for per Month in 2018 **32**
- Total calls for the year to date **32**

Emergency Response Man Hours in Jan = 94 2018	total	94
Stand-By Man Hours for Nov = 29		29
	Total hr.	123

Emergency Response Man Hours = 2.9 hr. Per call for Jan	2.9 hr. Per call for the year
Stand-By Average per Call = .9 hr. Per call for, Nov	.8 hr. Per call for the year





For 32 calls for 1 Month in 2018

District Calls	78%
Mutual Aid	21 %
XX	
Structure fires	1 3%
Wildland Fires	0 0%
Vehicle Fires	0 0%
Misc. fire	1 3%
Illegal Burn	0 0%
Vehicle Accidents	1 3%
False Alarms	2 6%
Haz Condition	2 3%
Haz Mat	0 0%
Stand by	0 0%
PSA	0 0%
Medical Aids	0 78.1%

Personnel:

We currently have 19 active members.
 2 Fire Captains
 2 Engineers
 15 Firefighters

Review and discuss coverage options.

Equipment:

- 20 New MSA SCBA's have arrived and mandatory training and Fit testing will be conducted at the February 6th drill before the SCBA's can be placed in service.

Activities:

January

<u>Date</u>	<u>Subject matter</u>
-------------	-----------------------

2	CPR
9	Equipment Check Out
16	Patient Assessments
23	Association Meeting

<u>Date</u>	<u>Other activities</u>	<u>Time</u>
-------------	-------------------------	-------------

February

<u>Date</u>	<u>Subject Matter</u>
-------------	-----------------------

6	SCBA / Air Aware / Fit Test
13	Pump Operations
20	Annual Physical Agility, SCBA / Fit Test
27	Association Meeting

<u>Date</u>	<u>Other activities</u>	<u>Time</u>
18	BUZZ run at Camp BOB	All Day


Information:

Prepared By:

Rob Roberson

Rob Roberson, Fire Chief

IX-10

	JAN		FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC		TOTAL			
	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid	District	Mutual Aid		
Structure Fires	0	1	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	1
Veg. Fires	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	0
Vehicle Fires	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	0
Misc. Fires	1	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	1	0
Illegal Burning	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	0
Vehicle Accidents	0	1	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	1
False Alarms	2	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	2	0
Hazardous Condition	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Hazardous Materials	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	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	0
Pub.Svc.Asst.	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	0
Medical Aids	21	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21	4
Call TOTALS	25	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25	7
	32		0		0		0		0		0		0		0		0		0		0		0		0		32	
<i>CPR</i>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mutual Aid SLO/Mon.	7	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	7	0
Camp Bob Asst.	3		0		0		0		0		0		0		0		0		0		0		0		0		3	
Average Calls Per	<i>Month</i>	32.0	<i>Day</i>	1	<i>SLO Co. MA</i>		7	<i>Montrey Co. MA</i>		0	<i>CPR TOTAL</i>					0												

FIRE EQUIPMENT

2018 MILEAGE / FUEL REPORT

IX-10-3

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	463												463	0	#DIV/0!
E-8687	33												33	0	#DIV/0!
E-8668	239												239	0	#DIV/0!
6 Month Total												735	0	#DIV/0!	
Gas	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630	492												492	0	#DIV/0!
C-8601	329												329	0	164.5
C-8600	530												530	0	530.0
6 Month Total												1351	0	#DIV/0!	

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													463	0	#DIV/0!
E-8687													33	0	#DIV/0!
E-8668													239	0	#DIV/0!
6 Month Total												735	0	#DIV/0!	
Gas	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630													492	0	#DIV/0!
C-8600													329	0	#DIV/0!
6 Month Total												821	0	#DIV/0!	

YTD 2016 Total	mi.	gal.	Avg. MPG
Diesel	1470	0	#DIV/0!
Gas	2172	0	#DIV/0!

SAN MIGUEL COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS

January 18, 2018 SPECIAL MEETING MINUTES

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

- I.** Meeting Called to Order by President Green – 5:30 p.m.
- II.** Pledge of Allegiance
- III.** Roll Call: Directors Present: Buckman, Green, Parent
Directors Absent: Kalvans (*email to General Manager about work conflict*)
- District Staff in attendance: Rob Roberson, Tamara Parent, Kelly Dodds, and District General Counsel Schweikert
- IV.** Adoption of Special Meeting Agenda:
Motion by Director Buckman to adopt Special Meeting Agenda as presented.
Seconded by Director Parent Motion was approved by vote of 3 AYES and 0 NOES and 1 ABSENT and 1 VACANT
- V. Public Comment and Communications (for items not on the agenda):**
No public comment.
- VI. ADJOURN TO CLOSED SESSION:** None
- VII. Public Comment and Communications:**
No public comment.
- VIII. Special Presentations/Public Hearings/Other:**
1. Interview and Appoint of new director to fill vacancy on San Miguel C.S.D Board of Directors
Item presented by Interim General Manager Rob Roberson and President Green. The Board of Directors used the following format for interviews.
Alphabetical and each candidate (Willy Foster, Terry Gore, Jessica Peckham, Nanette Roe, Ashley Sangster) were given two minutes to explain why they wanted to be on the board and each candidate was asked three questions.
What professional or personal constraints on your time or service might you anticipate?
What, if any, experience to you have with Public Service?
What financial experience do you have dealing with public or business entities?

Board Comment: President Green thanked the candidates and public for their interest and explained that the District has Two seats up for election in November 2018.

Discussion ensued

Public Comment: none

Motion by Director Buckman to nominate Mr. Ashley Sangster to be appointed to the Board of Director for San Miguel Community Services District to replace Larry Reuck with term ending on 11-6-2018.

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

IX. Staff & Committee Reports – Receive & File: None

X. CONSENT ITEMS:

- 1. Approve Resolution No. 2018-01 authorizing the Fire Chief to accept a 50% matching grant in the amount of \$18,000 from the Volunteer Firefighter Assistance Grant, and authorize a match to the grant in an amount of \$18,000 from Fire Capital Reserves. (Fund 20)**

Motion by Director Buckman to Approve Resolution No. 2018-01 authorizing the Fire Chief to accept a 50% matching grant in the amount of \$18,000 from the Volunteer Firefighter Assistance Grant, and authorize a match to the grant in an amount of \$18,000 from Fire Capital Reserves.

Seconded by Director Parent. Motion was approved by Vote of 3 AYES and 0 NOES and 2 ABSENT.

XI. BOARD ACTION ITEMS:

- 1. Discussion and adoption of Resolution No. 2018-02 approving the San Miguel Community Services District Board Members' Handbook Revisions.**

Item presented by District General Counsel Schweikert, explaining the changes made to the Board Handbook. Each one of the board members are eligible for a board stipend. The amendments also state that at each Board meeting, Board members will be expected to sign in at the beginning of the Board meeting, during "Call to Order" of open session, and at the end of the Board meeting, during "Board Comments" to receive the monthly stipend.

Additionally, the amendments to the Handbook issue a penalty for Board members who have two (2) unexcused late arrivals, early departures, or departures from the middle of a meeting for more than thirty (30) minutes. The penalty will be the forfeiture of that Board member's stipend for the remainder of that fiscal year. Additionally, if a Board member leaves early from a meeting, is late to a meeting, or leaves the middle of the meeting for

more than thirty (30) minutes without an excused reason, as determined by the Board, will forfeit his or her stipend for that meeting.

Board Comments: Director Green feels that the changes capture and address the current situation.

Director Parent agrees and feels that the Directors are paid to be there and need to act as such.

Public Comments: Laverne Buckman asked if this is retroactive? Counsel, voiced that “no” it will only be for the future meetings

Motion by Director Buckman to approve adoption of Resolution No. 2018-02 approving the San Miguel Community Services District Board Members’ Handbook Revisions.

Seconded by Director Parent. Motion was approved by Vote of 3 AYES and 0 NOES and 1 ABSENT 1 VACANT.

President Green informed the public that a mistake was made and would like to offer time for public comment on the first item appointing a new Board member.

Public Comments: None

XII. BOARD COMMENT:

Discussion ensued about Board elections and the appointment process.

Director Buckman asked District General Counsel Schweikert about how long we are going to continue on with the Steinbeck case, and he reminded counsel that approximately 10k was approved to look into pueblo water rights. District General Counsel Schweikert explained that a hydrologist was hired and they discussed entering in with Paso Robles. District Counsel, after looking into it felt it was not advisable to continue. Steinbeck is Agenized for the regular meeting on January 25th.

XIII. ADJOURNMENT: @ 7:53 PM to next regular meeting on 1-25-2018

SAN MIGUEL COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
JANUARY 25, 2018 REGULAR MEETING MINUTES

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

- I.** Meeting Called to Order by President Green – 6:00 p.m.
- II.** Pledge of Allegiance lead by Director Parent.
- III. Roll Call:** Directors Present: Green (10 min. late), Parent, Buckman, Kalvans (13 min late), Sangster.
- District Staff in attendance: Rob Roberson, Tamara Parent, Kelly Dodds, Paola Freeman and District General Counsel White and Seikaly.
- IV. Adoption of Special Meeting Agenda & Swearing in & Oath of Office:**
Interim General Manager/Fire Chief Rob Roberson gave the Oath of Office to ASHLEY SANGSTER the newly appointed Board Member from January 18th special Board Meeting with term ending November 6, 2018.
- Motion by Director Buckman to adopt Regular Meeting Agenda.
- Seconded by Director Parent Motion was approved by vote of 4 AYES and 0 NOES and 1 ABSENT
- V. ADJOURN TO CLOSED SESSION:**
Closed Session convened at 6:03 p.m.
- A. CLOSED SESSION AGENDA:**
- 1. CONFERENCE WITH DISTRICT GENERAL COUNSEL – Existing Litigation**
Pursuant to Government Code Section 54956.9 (d)(1) Case: *Steinbeck v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-265039* and Case: *Eidemiller v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-269212*
 - 2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Pursuant to Government Code section 54957(b)(1)
Title: General Counsel (Summary will be emailed to ChurchwellWhite)
 - 3. PUBLIC EMPLOYEE APPOINTMENT**
Pursuant to Government Code section 54957(b)(1) Title: General Manager

4. CONFERENCE WITH DISTRICT GENERAL COUNSEL-ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:(1 case)

5. CONFERENCE WITH LABOR NEGOTIATORS (Pursuant to Government Code Section 54954.5(f) and Government Code Section 54957.6)

District Representatives: District General Counsel, Director Kalvans, and Director Green.
Unrepresented Bargaining Units: Non-Management Non-Confidential Unit and Non-Management Confidential Unit

VI. Call to Order for Regular Board Meeting/Report out of Closed Session: 7:02 P.M.
Report out of Closed Session by District General Counsel: Nothing to report.

VII. Public Comment and Communications for matters not on the Agenda:

No public comment.

VIII. Special Presentations/Public Hearings/Other:

1. Presentation by Bartle-Wells:

Draft of San Miguel Water and Wastewater Rate Study proposal.

(PowerPoint on file at District Office and Website: [Board of Directors Regular and Special Meetings Meeting - San Miguel C.S.D.](#))- *click on link*

Erik Helgeson, from Bartle-Wells presented a PowerPoint updating the Board of Directors on the SMCS D Rate Study for the water & wastewater funds and Prop 218. To comply with Prop 218 District will have to proceed with implementation for the new rates and an adoption notice will need to be mailed to the public that sits 45 days and then the District will hold a public hearing. At that time the public can protest and if 51% of the public/customers protest then the rate and prop 218 cannot be adopted.

Discussion ensued with direction from the Board to bring back modifications and would like to discuss the Capital Projects list.

Staff was asked to send the San Miguel Community Plan that was passed by the County Board of Supervisors in 12/2016 to Bartle-Wells.

Bartle-Wells would like to start scheduling time for public workshops and get feedback from the Directors.

Board Comments: Director Green and Director Buckman voiced their concern with the large increase, and would like to discuss capital projects list to find ways to cut the large increase proposed.

Director Kalvans agrees with putting signal family and multi family residence as one rate, considering how the town has been build and/or zoned.

Director Parent would like to proceed with public outreach as soon as possible and the public needs to understand the projects that need to be done within the District.

Director Sangster would like to look at options knowing that this rate increase is for worst case scenario and make it more palatable for customers with keeping in mind that we need to be getting out a deficit and would like to look at the Capital Projects list priorities.

IX. STAFF & COMMITTEE REPORTS:

1. **San Luis Obispo County Sheriff** Introduction of Commander K.Scott
2. San Luis Obispo County Board of Supervisors No Report
3. San Luis Obispo County Planning and/or Public Works No Report
4. San Miguel Area Advisory Council No Report
5. Camp Roberts—Army National Guard (LTC Kevin Bender) Report Attached
6. **Interim General Manager:** Verbal Report updating the Board of Directors on the river bed clean up and that the District will be using a chainsaw training class to help with clearing. Interim General Manager Rob Roberson explained that it is a larger project than expected and will take multiple clean up days. Front office camera update is that some cameras are working at this point and will inform the Directors when the other cameras are up and running. SLOCOG has asked for input on projects that the District would like to put on the Transportation Plan. Director Green asked that we talk to SLOCOG about putting street lighting up by “Park & Ride”
Interim General Manager Rob Roberson explained that due to confidentiality issues that the District will only be sending emails to the Directors at their district email addresses.
Board Comments: None
Public Comments: None
7. **District General Counsel:** Presented by Counsel White. ChurchwellWhite, LLC. has nothing new to report.
Board Comments: None
Public Comments: None
8. **District Engineer:** Written report submitted as is. Blaine Reely asked for any questions.
Board Comments: None
Public Comments: None
9. **Director of Utilities:** **Board Comments:** Written report submitted as is.
Board Comment: None
Public Comments: None
10. **Fire Chief:** Fire Chief Rob Roberson, updates the Directors pointing out that in the report there is a comment about calls not being responded to. Chief Roberson wants the Directors to understand that we do have firefighters show up for the calls but you do need two people to go on the call. The increase of 18% over the last year, and availability all have a part in lack of response. Chief Roberson will be bringing back alternatives to response issues.
Board Comments: None
Public Comment: None

X. CONSENT ITEMS:

Director Green asked to pull Item #4 of the consent items for discussion.

Item 1, 2 & 3 of the Consent Agenda.

Motion by Director Kalvans to approve and pass items 1, 2, and 3 of the consent items.

Seconded by Director Parent. Motion was approved by Voice Vote of 5 AYES and 0 NOES and 0 ABSENT.

1. Review and Approve Board Meeting Minutes
 - a) 11-16-2017 Regular Meeting Minutes (change to page 4 from Director Reuck to Director Parent)
 - b) 12-14-2017 Regular Meeting Minutes
2. Approve **Resolution 2018-03**, Updating SDRMA Workers' Compensation coverage for Governing Body members, and Volunteer Firefighters. Section 3363.5 California Labor Code.
3. Approving **RESOLUTION 2018-09**, assignment of banking powers for John Green, Gilbert Buckman, Anthony Kalvans, Joseph Parent, Ashley Sangster, and Interim General Manager Robert Roberson for District Bank accounts and revoking banking powers for all others.
4. * Approve design option for a change to the District logo.
Board Comment: Director Kalvans voiced his approval of new District Logo. Director Green voiced his concern about the details for patches, Chief Roberson explained that he will get a proof and sample before anything is produced for patches.
Public Comment: None

 *Item #4 Motion by Director Kalvans to Approve design option for a change to the District logo

 Seconded by Director Sangster. Motion was approved by Voice Vote of 5 AYES and 0 NOES and 0 ABSENT.

XI. BOARD ACTION ITEMS:

1. Review, Discuss, Receive and File the Enumeration of Financial Report for December 2017

Item presented by Interim General Manager Rob Roberson and Bookkeeper Paola Freeman, explaining that this item is in the action items for discussion. District Bookkeeper Paola Freeman, updated the Directors on what she has been working on. The District has eight bank accounts and she has reconciled 6 of the eight. Payroll taxes are done from 16/17 that has resulted of a 15k overpayment error. The 1099 went out today and W-2 will go out next week. Mrs. Freeman explained that she does have the adjustment from the District Auditor and explains that there are 2 full pages of adjustment that need to be done and hopes to get those adjustment done by end of February. The District has \$1,645,269.71 in bank today. Paola asked the Directors to consider getting rid of Rabobank, they are very difficult to deal with. Paola provided an update on the CD's that the District has with the investment firm Cantella.

District Bookkeeper Paola Freeman would also like the Directors to understand that they have to be available for check signing. Discussion ensued about bank signers.

Board Comments: Director Green asked if the District could bank with a Credit Union. District Counsel White was asked and he said that yes, but would need board action.

Director Parent asked for clarification on why the District has so many accounts, it was explained to him by Director Green that it had to do with FDIC insurance.

Director Green asked that staff consider Golden One Credit Union.

Director Buckman asked with that amount of money in the bank and wanted to know how Director Parent came up with the deficit amount he was speaking about during rate study discussion. Director of Utilities Kelly Dodds explains that the money in the bank is a combination of the Operating fund and Capital Fund for Water, Wastewater, Lighting, Fire.

Director Buckman wants to make sure that Bartle Wells knows about this money for the rate study. Mr. Dodds and Mrs. Freeman assured Director Buckman that Bartle Wells does know about the combination of money, and are kept up to date.

Public Comments: None

Motion by Director Kalvans to Receive and File the Enumeration of Financial Report for December 2017

Seconded by Director Buckman. Motion was approved by vote of 5 AYES and 0 NOES and 0 ABSENT.

2. **Review and approve Resolution 2018-02 authorizing the purchase of a Trailer Mounted Sewer Jetter from Jetter Northwest in amount Not to Exceed \$41,397.40 to be funded from the Wastewater Capital Reserve fund.**

Item Tabled for future meeting

3. **Review and approve Resolution 2018-06 authorizing \$27,798.86 for the purchase and installation of a new well pump, motor, column, and controls at Well 3 from Aqua Engineering. And authorize a budget adjustment to Water Fund Well 3 Rehab (50-425) in the same amount, transferring funds from Water capital reserve.**

Item presented by Director of Utilities Kelly Dodds, updating the Board of Directors about the findings on the Rehab of Well 3 and money that was previously approved at last meeting. Mr. Dodds explained that the Well was pulled and the casing was in great shape, but all the bearings in the pump are seized and it is a total loss of bearings and pump. The proposed new well pump, motor, column, will give an additional 200 gallons a minute of water, and will allow for sounding to get an accurate water level reading.

Board Comment: Director Buckman asked, if \$27k for all. Mr. Dodds explained he is using previously approved money. \$27,798.86 + \$7,700.00. Directors understood.

Director Kalvans asked what the life span was on this Pump. About 10-15 years Director of Utilities explained.

Director Parent asked about shielding. He was informed that Staff had asked Awalts & Son's about that, and they said that there is not much they can do in the well when it came to shielding.

General Manager asked with the higher volume does the pump have to sit deeper in the well? How deep is the well? What is the water level? What level does the pump sit at? Mr. Dodds explained that the well is 290 ft., water table is 80ft, and pump will sit at 280 ft.

Public Comments: None

Motion by Director Buckman to Approving **Resolution 2018-06** authorizing \$27,798.86 for the purchase and installation of a new well pump, motor, column, and controls at Well 3 from Aqua Engineering. And authorize a budget adjustment to Water Fund Well 3 Rehab (50-425) in the same amount, transferring funds from Water capital reserve.

Seconded by Director Parent. Motion was approved by vote of 5 AYES and 0 NOES and 0 ABSENT.

4. **Review and approve Resolution 2018-05 authorizing the Director of Utilities to enter into an agreement with Monsoon Consulting for the Update and audit of the District's Sewer System Management Plan (SSMP) in an amount not to exceed \$28,000. And authorize a budget adjustment to Wastewater Fund Sewer System Management plan (40-575) in the same amount.**

Item presented by Director of Utilities, Kelly Dodds explaining that this update to the District's Sewer System Management Plan (SSMP) is past due and needs to be done as soon as possible. The last update was done in 2010, and updates needs to be done every 5 years.

Board Comment: Director Parent asked if part of the price is to get the District caught up and if we got caught up would the next SSMP be less of a cost? District Engineer Blaine Reely, explained that "yes", the next SSMP would be less, and that this would get us caught up and if nothing significantly changes in the collection system, the cost should be significantly less.

Public Comments: Laverne Buckman San Miguel resident, asked a question about funding and understands that District Staff is asking for a budget adjustment, and feels that budget adjustment is usually done at mid-year. She would like to know where the money is coming from if not from Capital Reserves. Director of Utilities Kelly Dodds explained that in this instance it would be additional operating money that was not budgeted for that would have to be spent. It would not be Capital Money transferred to pay for this because it is not considered a Capital Project.

Board Comment: Director Green asked if the District's budget would have to be changed. Director of Utilities Kelly Dodds explained that by approving this expense you would be approving the change in the budget. Mr. Dodd's agrees that a scheduled time for budget adjustment needs to be scheduled at a regular time each year.

Director Parent asked if the District is under any regulatory requirements because this does have to do with RWQCB. District Engineer, explained that at this time we have not been fined but it's just a matter of time, and feels that we do need to update the District's Sewer System Management Plan (SSMP) as soon as possible to be compliant. Discussion ensued.

Motion by Director Buckman to Approve Resolution **2018-05** authorizing the Director of Utilities to enter into an agreement with Monsoon Consulting for the Update and audit of the District's Sewer System Management Plan (SSMP) in an amount not to exceed \$28,000. And authorize a budget adjustment to Wastewater Fund Sewer System Management plan (40-575) in the same amount.

Seconded by Director Sangster. Motion was approved by vote of 5 AYES and 0 NOES and 0 ABSENT.

5. Review and Approve Resolution No. 2018-07 authorizing the Director of Utilities to contract with Monsoon Consulting to develop plans and specifications for the replacement between Oak Drive and the SLT water tank at a cost not to exceed \$13,500. And authorized a budget adjustment and transfer from Capital Reserve to Water Fund Professional services engineering (50-326) in the same amount

Item presented by Director of Utilities Kelly Dodds, updating the Directors that this item is for engineering and environmental review only. Director of Utilities Kelly Dodds explained that on Jan 7th the line had a critical failure, between Oak and SLT. Discussion ensued. The District utilities staff were able to turn off the water line before any violation accrued. Mr. Dodds explained that to replace this water line will be approximately \$108,000.

Board Comment: Director Green asked the location of the approximately 1400' of AC water line? Director of Utilities explained the location. Discussion ensued.

Director Kalvans expressed that he had brought the San Lawrence Terrace water lines up during the approval of the Water & Wastewater Master Plans.

Motion by Director Kalvans to Approve Resolution No. **2018-07** authorizing the Director of Utilities to contract with Monsoon Consulting to develop plans and specifications for the replacement between Oak Drive and the SLT water tank at a cost not to exceed \$13,500. And authorized a budget adjustment and transfer from Capital Reserve to Water Fund Professional services engineering (50-326) in the same amount

Seconded by Director Parent. Motion was approved by vote of 5 AYES and 0 NOES and 0 ABSENT.

XII. BOARD COMMENT:

Director Green asked if Director of Utilities could call MME about the Jetter and make sure the parameters are correct. Green feels that we could get a better deal.

XIII. ADJOURNMENT: 9:34 P.M.



San Miguel Community Services District

Board of Directors Staff Report

February 22, 2018

AGENDA ITEM: X- 2

SUBJECT: Accept plans and specifications for the replacement of the water lines at 10th and 11th street as prepared by Monsoon Consulting.

RECOMMENDATION: Accept plans and specifications for the replacement of the water lines at 10th and 11th streets, authorize staff to pursue funding and release plans for bid once funding is available.

BACKGROUND:

At the December meeting the Board approved moving forward with development of plans and specifications for the replacement of failing water lines on 10th and 11th streets across Mission street.

The two main sections of water line identified are both failing and in high hazard areas, which if a catastrophic failure occurs will likely cause significant property damage.

Monsoon Consulting has prepared those plans and specifications and staff is requesting that they be accepted by the Board so that Staff can pursue funding, permitting and bidding.

Due to the state of these lines it is the intent of the Director of Utilities and District Engineer to move as quickly as possible on the planned replacements as soon as funding is available.

NEXT STEPS:

- Continue pursuing funding through multiple sources
- Once funding is secured staff will submitting plans for permits with Caltrans and Union Pacific Railroad.
- At the same time as plans are being submitted for permits plans and specifications will also be released for public bid.
- Once bids are received they will be brought to the Board for acceptance along with the funding element.

FISCAL IMPACT

Approval of this item has no financial impact until funding is acquired.

RECOMMENDATION

Accept plans and specifications for the replacement of the water lines at 10th and 11th streets, authorize staff to pursue funding and release plans for bid once funding is available.

PREPARED BY:

Kelly Dodds _____

Kelly Dodds, Director of Utilities

Plans and specifications are available at the District office for review

02/12/18
15:56:35

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 1/18

Page: 1 of 20
Report ID: AP100V

Pacific Premier Bank - General Account
* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3629	16984S	434 76 FLEET CARD	892.52					
Account Number : 0201-00-108861-6								
1	52586889	12/31/17 Fuel - Truck #8600	322.40			20 62000	485	10200
2	52586889	12/31/17 Fuel - Truck #8601	88.59			20 62000	485	10200
3	52586889	12/31/17 Fuel - Truck #8601	88.59			40 64000	485	10200
4	52586889	12/31/17 Fuel - Truck #8601	88.59			50 65000	485	10200
7	52586889	12/31/17 Fuel - Truck #U8632	152.18			40 64000	485	10200
8	52586889	12/31/17 Fuel - Truck #U8632	152.17			50 65000	485	10200
Total for Vendor:			892.52					
3700	17032S	8 AIRGAS	198.25					
Customer ID: 2447482								
1	9071325515	02/01/18 5 CYL Compressed Oxygen	198.25			20 62000	450	10200
Total for Vendor:			198.25					
3701	17033S	334 ALTHOUSE AND MEADE, INC.	450.00					
SLT Blending Line								
1	9669	01/18/18 Kit Fox Pre-Construction Surve	450.00			50 65000	431	10200
Total for Vendor:			450.00					
3675	17012S	569 BANK OF THE WEST	974.62					
#0087-8458								
3	12/28/17	Lowes~lumber/water	247.66*			20 62000	305	10200
4	12/28/17	Emergency Med/Ped Board, spli	680.49			20 62000	450	10200
5	12/28/17	Rocky Mtn print w-2	7.67*			20 62000	305	10200
6	12/28/17	Rocky Mtn Print	1.39			30 63000	305	10200
7	12/28/17	Rocky Mtn Print	18.59			40 64000	305	10200
8	12/28/17	Rocky Mtn Print	18.59			50 65000	305	10200
9	12/28/17	Rocky Mtn Print	0.23*			60 66000	305	10200
Total for Vendor:			974.62					
3630	16985S	548 BARTLE WELLS ASSOCIATES	7,102.50					
Rate Study								
1	1004A	12/14/17 Rate Study	3,551.25			50 65000	432	10200
2	1004A	12/14/17 Rate Study	3,551.25			40 64000	432	10200
Total for Vendor:			7,102.50					

02/12/18
15:56:36

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 1/18

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Pacific Premier Bank - General Account
* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3634	16986S	33 BLACK MOUNTAIN	2,868.75					
		Final Payment for Asset Manager						
1	22949	12/20/17 Asset Manager Module	473.34*			20 62000	405	10200
2	22949	12/20/17 Asset Manager Module	86.06			30 63000	405	10200
3	22949	12/20/17 Asset Manager Module	1,147.50			40 64000	405	10200
4	22949	12/20/17 Asset Manager Module	1,147.50			50 65000	405	10200
5	22949	12/20/17 Asset Manager Module	14.35*			60 66000	405	10200
		Total for Vendor:	2,868.75					
3671	17013S	34 BLAKE'S INC	82.50					
1	1186336	12/27/17 Rubber Boots	35.01			40 64000	495	10200
2	1186336	12/27/17 Rubber Boots	35.01			50 65000	495	10200
3	1188761	12/27/17 Tap	6.24			40 64000	305	10200
4	1188761	12/27/17 Drill and hardware	6.24			50 65000	305	10200
		Total for Vendor:	82.50					
3660	16987S	535 BRENDLER JANITORIAL SERVICE	275.00					
		Janitorial Service						
1	1686C	12/01/17 December 2017	45.37*			20 62000	305	10200
2	1686C	12/01/17 December 2017	8.25			30 63000	305	10200
3	1686C	12/01/17 December 2017	110.00			40 64000	305	10200
4	1686C	12/01/17 December 2017	110.00			50 65000	305	10200
5	1686C	12/01/17 December 2017	1.38*			60 66000	305	10200
		Total for Vendor:	275.00					
3723	17034S	39 BUCKMAN, GIB	100.00					
		Board Member Stipend January 25, 2018 meeting						
1	Jan 2018	01/25/18 January 2018 Board Mtg Stip	100.00			10 61000	111	10200
		Total for Vendor:	100.00					
3632	16988S	573 BURT INDUSTRIAL SUPPLY	183.01					
		Equipment for new service truck 2017 RAM 4500						
1	47956	12/22/17 Gate Valve Key/Ram 4500	70.01			40 64000	500	10200
2	47956	12/22/17 Gate Vlave Key/Ram 4500	70.01			50 65000	500	10200
3	47956	12/22/17 Pressure gauge	42.99*			50 65000	353	10200

02/12/18
15:56:36

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Report ID: AP100V

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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
3633	16988S	573 BURT INDUSTRIAL SUPPLY	69.98					
1	47957	12/22/17 Bowl Alum Hose repair	69.98			20 62000	351	10200
		Total for Vendor:	252.99					
3698	-99784E	416 CALPERS	714.61					
		Annual Unfunded Accrued Liability Actuarial Valuation						
1	15156329	01/01/18 Annual Unfunded Accrued Liab	357.31			40 64000	225	10200
2	15156329	01/01/18 Annual Unfunded Accrued Liab	357.30			50 65000	225	10200
3699	-99783E	416 CALPERS	3.89					
		Annual Unfunded Accrued Liability Actuarial Valuation						
1	15156338	01/01/18 Annual Unfunded Accrued Liab	1.95			40 64000	225	10200
2	15156338	01/01/18 Annual Unfunded Accrued Liab	1.94			50 65000	225	10200
		Total for Vendor:	718.50					
3685	17014S	521 CHAPARRAL BUSINESS MACHINES, Maintenance Contract #6913-02 Samsung/X4250LX	70.02					
		Acct No. 013014 Contract #6913-02						
1	421594	01/03/18 Maint Contract 1/4 - 02/03/18	35.01			40 64000	320	10200
2	421594	01/03/18 Overage 12/4-1/3/18	35.01			50 65000	320	10200
		Total for Vendor:	70.02					
3687	17015S	67 CHARTER COMMUNICATIONS	299.94					
		Acct# 8245 10 105 0027311 Spectrum Buiness - Monthly						
		Internet/Voice						
1	7311010118	01/01/18 Internet/Voice	99.98*			20 62000	375	10200
2	7311010118	01/01/18 Internet/Voice	99.98*			40 64000	375	10200
3	7311010118	01/01/18 Internet/Voice	99.98*			50 65000	375	10200
		Total for Vendor:	299.94					

02/12/18
15:56:36

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
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Report ID: AP100V

Pacific Premier Bank - General Account
* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3636	16989S	473 CHURCHWELL WHITE LLP	41,147.84					
		Professional Services Rendered through November 30, 2017						
1	27163	12/19/17 General Counsel	3,600.75*			20 62000	327	10200
2	27164	12/19/17 Steinbeck v SLO	30,163.19*			50 65000	332	10200
3	27167	12/19/17 HR	574.58*			20 62000	327	10200
4	27167	12/19/17 HR	104.47			30 63000	327	10200
5	27167	12/19/17 HR	1,392.92*			40 64000	327	10200
6	27167	12/19/17 HR	1,392.92*			50 65000	327	10200
7	27167	12/19/17 HR	17.41*			60 66000	327	10200
8	27168	12/19/17 HR Investigation	643.76*			20 62000	327	10200
9	27168	12/19/17 HR Investigation	117.05			30 63000	327	10200
10	27168	12/19/17 HR Investigation	1,560.64*			40 64000	327	10200
11	27168	12/19/17 HR Investigation	1,560.64*			50 65000	327	10200
12	27168	12/19/17 HR Investigation	19.51*			60 66000	327	10200
3724	17035S	473 CHURCHWELL WHITE LLP	20,638.67					
		Professional Services Rendered through December 31, 2017						
1	27604	01/19/18 General Counsel	2,199.79*			20 62000	327	10200
2	27604	01/19/18 General Counsel	399.96			30 63000	327	10200
3	27604	01/19/18 General Counsel	5,332.83*			40 64000	327	10200
4	27604	01/19/18 General Counsel	5,332.83*			50 65000	327	10200
7	27604	01/19/18 General Counsel	66.66*			60 66000	327	10200
8	27605	01/19/18 Steinbeck v SLO	4,161.50*			50 65000	332	10200
9	27606	01/19/18 SLOCEA v San Miguel CSD MOU	13.30*			40 64000	331	10200
10	27606	01/19/18 SLOCEA v San Miguel CSD MOU	13.30*			50 65000	331	10200
13	27607	01/19/18 HR	181.34*			20 62000	327	10200
14	27607	01/19/18 HR	32.97			30 63000	327	10200
15	27607	01/19/18 HR	439.60*			40 64000	327	10200
16	27607	01/19/18 HR	439.60*			50 65000	327	10200
17	27607	01/19/18 HR	5.49*			60 66000	327	10200
18	27608	01/19/18 MOU Negotiations	32.00*			40 64000	331	10200
19	27608	01/19/18 MOU Negotiations	32.00*			50 65000	331	10200
20	27609	01/19/18 HR Investigation	977.75*			40 64000	327	10200
21	27609	01/19/18 HR Investigation	977.75*			50 65000	327	10200
		Total for Vendor:	61,786.51					

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3635	16990S	583 COBLENTZ BIEHLE & CRAMER	200.00					
		Copies of Form 941form 4506						
1	3889	12/18/17 Copies of Form 941form 4506	33.00*			20 62000	325	10200
2	3889	12/18/17 Copies of Form 941form 4506	80.00*			40 64000	325	10200
3	3889	12/18/17 Copies of Form 941form 4506	80.00*			50 65000	325	10200
4	3889	12/18/17 Copies of Form 941form 4506	1.00*			60 66000	325	10200
5	3889	12/18/17 Copies of Form 941form 4506	6.00			30 63000	325	10200
3637	17011S	583 COBLENTZ BIEHLE & CRAMER	3,668.50					
		Professional services thru 12/21/2017						
1	3915	12/18/17 Research/Review 2014-17 Tax	605.30*			20 62000	325	10200
2		12/18/17 Research/Review 2014-17 Tax	110.06			30 63000	325	10200
3		12/18/17 Research/Review 2014-17 Tax	1,467.40*			40 64000	325	10200
4		12/18/17 Research/Review 2014-17 Tax	1,467.40*			50 65000	325	10200
5		12/18/17 Research/Review 2014-17 Tax	18.34*			60 66000	325	10200
3702	17036S	583 COBLENTZ BIEHLE & CRAMER	861.00					
		2016 & 2017 IRS & EDD Taxes, 941						
1	3942	01/16/18 2016 & 2017 IRS & EDD Taxes, 9	142.07*			20 62000	325	10200
2	3942	01/16/18 2016 & 2017 IRS & EDD Taxes, 9	25.83			30 63000	325	10200
3	3942	12/18/17 2016 & 2017 IRS & EDD Taxes, 9	344.40*			40 64000	325	10200
4	3942	12/18/17 2016 & 2017 IRS & EDD Taxes, 9	344.40*			50 65000	325	10200
5	3942	01/16/18 2016 & 2017 IRS & EDD Taxes, 9	4.30*			60 66000	325	10200
		Total for Vendor:	4,729.50					
3638	16991S	584 CORE & MAIN LP	1,706.69					
		Acct#210091						
1	I208979	12/13/17 6 BL09 Meter	1,706.69			50 41010	525	10200
		Total for Vendor:	1,706.69					
3690	17016S	581 DAVID TRACEY CONTRACT SVS	1,650.00					
		SVS Date 12/10/17 - 1/18/18						
1	2017-06	01/02/18 Contract SVS	825.00			40 64000	330	10200
2	2017-06	01/02/18 Contract SVS	825.00			50 65000	330	10200
		Total for Vendor:	1,650.00					

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3646	16992S	109 FERGUSON ENTERPRISES	422.51					
	Acct #725334							
1	5484605	12/18/17 2 Bell JT Leak Clmp	422.51*			50 65000	353	10200
3647	16992S	109 FERGUSON ENTERPRISES	33.18					
	Acct #725334							
1	5478990	12/18/17 1 Concrete Lid WTR	33.18*			50 65000	353	10200
3670	16992S	109 FERGUSON ENTERPRISES	26.81					
	Customer #725334							
1	5546561	12/27/17 Beveling Tool	26.81*			50 65000	353	10200
3679	17017S	109 FERGUSON ENTERPRISES	2,558.99					
	Acct #725334							
1	5558649	12/29/17 Gate Valve,FLG Tee,WDG Rest	2,558.99*			50 65000	353	10200
3680	17017S	109 FERGUSON ENTERPRISES	913.65					
	Acct #725334							
1	5552056	12/27/17 Clamp 4x12,6x12	913.65*			50 65000	353	10200
3682	17017S	109 FERGUSON ENTERPRISES	410.97					
	Acct #725334							
1	5486473	12/21/17 4 Bell JT Leak CLMP	410.97*			50 65000	353	10200
3708	17037S	109 FERGUSON ENTERPRISES	160.88					
	Acct #725334							
1	5552417	01/05/18 3/4 Tite Coup, 1 IPS Coup	160.88*			50 65000	353	10200
		Total for Vendor:	4,526.99					
3641	16993S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
	Acct #8000653							
1	784593A	12/14/17 Metals	67.00			50 65000	358	10200

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3642	16993S	112 FGL - ENVIRONMENTAL ANALYTICAL	830.00					
	Acct #8000654							
1	784440A	12/14/17 Wet Chemistry	830.00			40 64000	355	10200
3643	16993S	112 FGL - ENVIRONMENTAL ANALYTICAL	225.00					
	Acct #8000653							
1	784667A	12/18/17 Coliform-Colilert	135.00			50 65000	359	10200
2	784667A	12/18/17 Wet Chemistry-Color	45.00			50 65000	356	10200
3	784667A	12/18/17 Odor, Turbidity	45.00			50 65000	357	10200
3644	16993S	112 FGL - ENVIRONMENTAL ANALYTICAL	830.00					
	Acct #8000654							
2	784665A	12/18/17 Wet Chemistry	830.00			40 64000	355	10200
3645	16993S	112 FGL - ENVIRONMENTAL ANALYTICAL	830.00					
	Acct #8000654							
2	784595A	12/18/17 Wet Chemistry	830.00			40 64000	355	10200
3677	17018S	112 FGL - ENVIRONMENTAL ANALYTICAL	105.00					
	Acct #8000653							
1	785015A	12/22/17 Coliform	105.00			50 65000	359	10200
3678	17018S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
	Acct #8000653							
1	784819A	12/28/17 Metals	67.00			50 65000	358	10200
3703	17038S	112 FGL - ENVIRONMENTAL ANALYTICAL	225.00					
	Acct #8000653							
1	785141A	01/08/18 Coliform-Colilert	135.00			50 65000	359	10200
2	785141A	01/08/18 Wet Chemistry-Color	45.00			50 65000	356	10200
3	785141A	01/08/18 Odor, Turbidity	45.00			50 65000	357	10200
3704	17038S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
	Acct #8000653							
1	785140A	01/08/18 Metals	67.00			50 65000	358	10200

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3705	17038S	112 FGL - ENVIRONMENTAL ANALYTICAL	42.00					
	Acct #8000653							
1	785016A	01/08/17 Metals	42.00			50 65000	358	10200
3706	17038S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
	Acct #8000653							
1	784668A	01/12/18 Metals	67.00			50 65000	358	10200
3707	17038S	112 FGL - ENVIRONMENTAL ANALYTICAL	830.00					
	Acct #8000654							
1	784820A	01/11/18 Wet Chemistry	830.00			40 64000	355	10200
		Total for Vendor:	4,185.00					
3648	16994S	308 FRONTIER COMMUNICATIONS	53.91					
	Acct #805-467-2818-010412-5							
	Phone 805-467-2818							
1		12/22/17 SCADA	26.96			40 64000	310	10200
2		12/22/17 SCADA	26.95			50 65000	310	10200
3689	17019S	308 FRONTIER COMMUNICATIONS	73.59					
	Acct #805-467-2015-051216-5							
	Phone 805-467-2015							
1		01/01/18 Backup for Alarm	36.80			40 64000	310	10200
2		01/01/18 Backup for Alarm	36.79			50 65000	310	10200
		Total for Vendor:	127.50					
3639	16995S	125 GREAT WESTERN ALARM	30.00					
	Acct GW-661							
	Service Period: 1/01/18 to 1/31/18							
1	1712005451	01/01/18 Alarm Monitoring	15.00			40 64000	380	10200
2	1712005451	01/01/18 Alarm Monitoring	15.00			50 65000	380	10200
3640	16995S	125 GREAT WESTERN ALARM	89.20					
	Acct A0702							
	Service Period: 1/01/18 to 1/31/18							
1	1712022421	01/01/18 Answering Service	44.60			40 64000	380	10200

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2	1712022421	01/01/18 Answering Service	44.60			50 65000	380	10200
3725	17039S	125 GREAT WESTERN ALARM	85.80					
	Acct #A0702	Service Period: 02/01/18 to 02/28/18						
1	180102242	02/01/18 Answering Service	42.90			40 64000	380	10200
2	180102242	02/01/18 Answering Service	42.90			50 65000	380	10200
3726	17039S	125 GREAT WESTERN ALARM	30.00					
	Acct GW-661	Service Period: 02/01/18 to 02/28/18						
1	180100545	02/01/18 Alarm Monitoring	15.00			40 64000	380	10200
2	180100545	02/01/18 Alarm Monitoring	15.00			50 65000	380	10200
		Total for Vendor:	235.00					
3728	17040S	126 GREEN, JOHN	100.00					
	Board Member Stipend Januaryr 25, 2018 meeting							
1	Jan 2018	01/25/18 January 2018 Board Mtg	100.00			10 61000	111	10200
		Total for Vendor:	100.00					
3681	17020S	129 HACH	503.76					
	Acct #292463							
1	10770847	12/22/17 Reagent Set, Chlorine Free	167.92			50 65000	356	10200
2	10770847	12/22/17 Reagent Set, Chlorine Free	167.92			50 65000	357	10200
3	10770847	12/22/17 Reagent Set, Chlorine Free	167.92			50 65000	358	10200
		Total for Vendor:	503.76					
3649	16996S	134 HELPING HAND HEALTH EDUCATION	50.00					
	Safety Training (Renewal Course) - CPR							
	l. Rojas, P. Freeman, G. Buckman, K Byrne, M. Sobotka							
1	203	12/27/17 CPR Renewal Course	30.00			20 62000	386	10200
2	203	12/27/17 CPR Renewal Course	10.00*			40 64000	386	10200
3	203	12/27/17 CPR Renewal Course	10.00			50 65000	386	10200
		Total for Vendor:	50.00					

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3669	16997S	147 JB DEWAR	48.09					
Account #80468								
1	248997	12/19/17 OPW 3/4 Swivel	48.09			40 64000	305	10200
3692	17021S	147 JB DEWAR	1,504.87					
Account #80468								
1	249230	01/08/17 Diesel Fuel 395 gal	300.97			20 62000	485	10200
2	249230	01/08/17 Diesel Fuel 395 gal	601.95			40 64000	485	10200
3	249230	01/08/17 Diesel Fuel 395 gal	601.95			50 65000	485	10200
Total for Vendor:			1,552.96					
3729	17041S	406 KALVANS, ANTHONY	100.00					
Board Member Stipen January 25, 2018 meeting								
1	Jan 2018	01/25/18 January 2018 Board Mtg	100.00			10 61000	111	10200
Total for Vendor:			100.00					
3672	17022S	474 L.N. CURTIS & SONS	225.23					
1	INV148965	12/21/17 White 360S Structural MSA	225.23			20 62000	455	10200
3673	17022S	474 L.N. CURTIS & SONS	218.36					
1	INV119629	08/09/17 Red Fuse, no spike or stand	218.36*			20 62000	305	10200
3674	17022S	474 L.N. CURTIS & SONS	1,899.40					
1	INV149778	01/26/18 G-XCEL Jacket,Pants	1,899.40			20 62000	455	10200
Total for Vendor:			2,342.99					
3650	16998S	586 LEHR	114.41					
F150 2010								
1	01 142121	12/18/17 Base,Trk mount,8W	114.41			20 62000	354	10200
3651	16998S	586 LEHR	543.65					
F150 2010								
1	01 142114	12/18/17 Face Plate,Consol645.75	543.65			20 62000	354	10200
Total for Vendor:			658.06					

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3730	17042S	510 LOCAL IT EXPERTS	1,113.50					
		SMCSD Computer & Network Services						
1	105 01/23/18	Remote IT Services -Jan 2018	326.67*			20 62000	350	10200
2	105 01/23/18	Remote IT Services -Jan 2018	326.67*			40 64000	350	10200
3	105 01/23/18	Remote IT Services -Jan 2018	326.66*			50 65000	350	10200
4	105 01/23/18	New EE Setup Fire Protection	133.50*			20 62000	350	10200
		Total for Vendor:	1,113.50					
3731	17043S	165 MAILFINANCE INC.	1,008.38					
		Lease No. N15013110 Feb 23, 2018 to May 22, 2018						
1	N6961387 01/23/18	Qtrly Lease of mailing equip	166.38*			20 62000	385	10200
2	N6961387 01/23/18	Qtrly Lease of mailing equip	30.25*			30 63000	385	10200
3	N6961387 01/23/18	Qtrly Lease of mailing equip	403.35*			40 64000	385	10200
4	N6961387 01/23/18	Qtrly Lease of mailing equip	403.35			50 65000	385	10200
5	N6961387 01/23/18	Qtrly Lease of mailing equip	5.05*			60 66000	385	10200
		Total for Vendor:	1,008.38					
3654	16999S	175 MIKE ROACH ELECTRIC	540.00					
		Wet Wells Tripping 12/24/17						
1	4406 12/26/17	Electrician/Service Truck 3Hrs	540.00			40 64000	582	10200
3691	17023S	175 MIKE ROACH ELECTRIC	1,672.45					
		Waste Water Wet Well Pumps Tripping Installed new starter and overload block in S. well pump starter panel.						
1	4413 01/02/18	Electrician/Service Truck	1,672.45			40 64000	582	10200
		Total for Vendor:	2,212.45					
3661	17000S	559 MONSOON VENTURES, INC.	440.00					
		SMCSD District Engineer/Prpoerty Acquisition						
1	2218 01/03/18	Research local appraisers	440.00			40 64000	582	10200
3662	17000S	559 MONSOON VENTURES, INC.	1,540.00					
		SMCSD District Engineer/SRF Grant Funding						
1	2217 01/03/18	Review&Prepare reports	1,540.00			40 64000	326	10200

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3663	17000S	559 MONSOON VENTURES, INC.	1,540.00					
SMCSD District Engineer/GSA Cooperative Committe								
1	2216 01/03/18	Attend/review proposals	1,540.00*			50 65000	324	10200
3664	17000S	559 MONSOON VENTURES, INC.	110.00					
SMCSD District Engineer/Aeration System Upgrade								
1	2215 01/03/18	Review data/meeting w/Kelly	110.00			40 64000	326	10200
3665	17000S	559 MONSOON VENTURES, INC.	1,650.00					
SMCSD District Engineer/Board Metting								
1	2214 01/03/18	Prepared DE Report	825.00			40 64000	326	10200
2	2214 01/03/18	Prepared DE Report	825.00*			50 65000	326	10200
		Total for Vendor:	5,280.00					
3693	17024S	17 N REX AWALT CORPORATION	7,700.00					
RES#2017-56Well #3 Pull Pump and evaluate								
1	18004 01/12/18	Well #3	7,700.00*			50 65000	425	10200
		Total for Vendor:	7,700.00					
3709	17044S	182 NAPA	502.39					
Acct #7543								
1	824571 01/02/18	3 Batteries #8696	502.39			20 62000	354	10200
		Total for Vendor:	502.39					
3655	17001S	425 NFPA	315.00					
I.D. Number 2888259								
2 year subscription								
1	7132027X 12/12/17	Membership renewal (2 years)	315.00*			20 62000	385	10200
		Total for Vendor:	315.00					
3732	17045S	547 PARENT, JOSEPH	100.00					
Board Member Stipend January 25, 2018 meeting								
1	Jan 2018 01/25/18	January 2018 Board Mtg	100.00			10 61000	111	10200
		Total for Vendor:	100.00					

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3652	17003S	209 PG&E	7,766.97					
Acct #3675186851-8								
1	12/15/17	Old Fire Station / 1297 L St	20.72*			20 62000	381	10200
2	12/15/17	Water Works #1 / Well 3	909.61			50 65000	381	10200
3	12/15/17	Bonita Pl & 16th / Well 4	1,605.52			50 65000	381	10200
4	12/15/17	N St / WWTP	4,852.12			40 64000	381	10200
5	12/15/17	14th St. & K St.	34.55			50 65000	381	10200
6	12/15/17	Landscape/Streetlights	257.88			30 63000	381	10200
7	12/15/17	SLT Well Drink Water	48.66			50 65000	381	10200
8	12/15/17	Mission Heights Booster	18.52			50 65000	381	10200
9	12/15/17	2HP Booster Station	9.86			50 65000	381	10200
10	12/15/17	New Fire Station 1150 Mission	9.53*			20 62000	381	10200
Total for Vendor:			7,766.97					
3653	17002S	208 PG&E	1,154.02					
Acct #8565976480-8								
1	12/15/17	12th & K Street - 8565976725	11.09			30 63000	381	10200
St								
2	12/15/17	Tract 2605 - 8565976109	45.17			30 63000	381	10200
3	12/15/17	Mission Heights - 8565976482	210.81			30 63000	381	10200
4	12/15/17	9898 River Rd. - 8565976002	411.53			30 63000	381	10200
5	12/15/17	9898 River Rd. - 8565976004	55.45			30 63000	381	10200
6	12/15/17	9898 River Rd. - 8565976008	255.69			30 63000	381	10200
7	12/15/17	9898 River Rd. - 8565976014	85.23			30 63000	381	10200
8	12/15/17	9898 River Rd. - 8565976481	54.69			30 63000	381	10200
9	12/15/17	9898 River Rd. - 8565976483	24.36			30 63000	381	10200
3710	17046S	208 PG&E	1,154.26					
Acct #8565976480-8								
1	01/16/18	12th & K Street - 8565976725	11.10			30 63000	381	10200
St								
2	01/16/18	Tract 2605 - 8565976109	45.19			30 63000	381	10200
3	01/16/18	Mission Heights - 8565976482	210.83			30 63000	381	10200
4	01/16/18	9898 River Rd. - 8565976002	411.63			30 63000	381	10200
5	01/16/18	9898 River Rd. - 8565976004	55.47			30 63000	381	10200
6	01/16/18	9898 River Rd. - 8565976008	255.73			30 63000	381	10200

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
7	01/16/18	9898 River Rd. - 8565976014	85.25			30 63000	381	10200
8	01/16/18	9898 River Rd. - 8565976481	54.71			30 63000	381	10200
9	01/16/18	9898 River Rd. - 8565976483	24.35			30 63000	381	10200
Total for Vendor:			2,308.28					
3712	17047S	209 PG&E	7,936.67					
Acct #3675186851-8								
1	01/16/18	Old Fire Station / 1297 L St	21.77*			20 62000	381	10200
2	01/16/18	New Fire Station 1150 Mission	10.52*			20 62000	381	10200
3	01/16/18	Water Works #1 / Well 3	862.05			50 65000	381	10200
4	01/16/18	Bonita Pl & 16th / Well 4	1,868.39			50 65000	381	10200
5	01/16/18	N St / WWTP	4,767.42			40 64000	381	10200
6	01/16/18	2HP Booster Station	10.52			50 65000	381	10200
7	01/16/18	Mission Heights Booster	20.90			50 65000	381	10200
8	01/16/18	14th St. & K St.	37.40			50 65000	381	10200
9	01/16/18	Missn & 12th Lanscape~St light	290.26			30 63000	381	10200
10	01/16/18	SLT Well Drink Water	47.44			50 65000	381	10200
Total for Vendor:			7,936.67					
3727	17048S	590 PHILLIP S GOLDBLOOM	675.00					
Install and wire lights and fuel tank Truck #8634								
1	102 01/25/17	Install and wire lights #8634	337.50			40 64000	500	10200
2	102 01/25/17	Install and wire lights #8634	337.50			50 65000	500	10200
Total for Vendor:			675.00					
3684	17025S	554 S&J UPHOLSTERY	517.01					
1	596801 01/18/18	seat cover & cushion~F150 2004	517.01			20 62000	354	10200
Total for Vendor:			517.01					
3656	17004S	233 SAFEGUARD BUSINESS SYSTEMS	403.42					
Customer #QMG2PP								
1	032585434 12/19/17	5000 #10 Envelopes	201.71			40 64000	305	10200
2	032585434 12/19/17	5000 #10 Envelopes	201.71*			50 64000	305	10200
Total for Vendor:			403.42					

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3686	17026S	238 SAN MIGUEL GARBAGE Monthly Service January 2018 Acct #318691	103.98					
1	01/01/18	WWTP Monthly Trash Disposal	51.99			40 64000	383	10200
2	01/01/18	WWTP Monthly Trash Disposal	51.99			50 65000	383	10200
		Total for Vendor:	103.98					
3734	17049S	593 Sangster, Ashley Board Member Stipend January 25, 2018 meeting	100.00					
1	Jan 2018 01/25/18	January 2018 Board Mtg	100.00			10 61000	111	10200
		Total for Vendor:	100.00					
3713	17050S	247 SDRMA Item #9 2018 GMC Sierra K1500 Item #10 2017 Dodge Ram	2,002.54					
1	62176 01/12/18	GMC Sierra K1500	745.46			20 62000	328	10200
2	62176 01/12/18	Dodge Ram	628.54			40 64000	328	10200
3	62176 01/12/18	Dodge Ram	628.54			50 65000	328	10200
		Total for Vendor:	2,002.54					
3657	17005S	349 SHORE-TEK TRENCH & EXCAVATION Confined Space Certification Class K. Dodds, M. Sobotka, P. Tuson 12/15/17	375.00					
1	2900 12/18/17	Training	187.50*			40 64000	386	10200
2	2900 12/18/17	Training	187.50			50 65000	386	10200
		Total for Vendor:	375.00					
3719	17051S	533 SLO COUNTY TAX COLLECTOR 2017/18 Annual Secured Property Tax Bill Bill Number 2017/18 021-221-010	75.58					
1	02/01/18	Assessment 021-221-010 2017/18	75.58*			20 62000	960	10200

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3720	17051S	533 SLO COUNTY TAX COLLECTOR	14.67					
2017/18 Annual Secured Property Tax Bill Bill Number 2017/18 021-051-015								
Assessment 021-051-015								
1	02/01/18	Assessment 021-051-015 2017/18	14.67*			40 64000	960	10200
3721	17051S	533 SLO COUNTY TAX COLLECTOR	124.28					
2017/18 Annual Secured Property Tax Bill Bill Number 2017/18 021-221-012								
Assessment 021-221-012								
1	02/01/18	Assessment 021-221-012 2017/18	124.28*			20 62000	960	10200
Total for Vendor:			214.53					
3695	17027S	589 SOUTH COAST EMERGENCY VEHLICE	616.00					
NFPA Pump Testing								
1	484435	04/28/17 Test Pump #E8696~E8687	616.00			20 62000	354	10200
Total for Vendor:			616.00					
3714	17052S	352 STAPLES CREDIT PLAN	238.66					
Office Supplies								
1	6257 8738	01/10/18 Brother Series Tape	94.34*			20 62000	305	10200
2	6257 8738	01/10/18 Sharpi Pens	9.49*			20 62000	410	10200
3	6257 8738	01/10/18 Envelopes,Binder	67.41*			40 64000	410	10200
4	6257 8738	01/10/18 Dividers, Paper	67.42*			50 65000	410	10200
Total for Vendor:			238.66					
3683	17028S	534 STREAMLINE	200.00					
Web Page Monthly January								
1	96569	01/10/18 Web Page Monthly Fee	200.00			10 61000	376	10200
Total for Vendor:			200.00					
3658	17006S	280 TEMPLETON UNIFORMS	239.44					
Jason Taylor								
1	106778	12/21/17 Nomex Shirt & Pant	239.44			20 62000	495	10200

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3715	17053S	280 TEMPLETON UNIFORMS	384.70					
		Chief Rob Roberson						
1	107444	01/17/18 Nomex Shirt & Pant	384.70			20 62000	495	10200
		Total for Vendor:	624.14					
3716	17054S	289 TOTALFUNDS BY HASLER	500.00					
		Acct#7900 0110 0130 2978						
3		01/10/18 Postage	250.00			40 64000	315	10200
4		01/10/18 Postage	250.00			50 65000	315	10200
		Total for Vendor:	500.00					
3666	17007S	291 TRAILER BARN, INC.	98.63					
		Cust #P50189						
1	87490	12/08/17 Trailer hitch ball #8634	49.32			40 64000	500	10200
2	87490	12/08/17 Trailer hitch ball #8634	49.31			50 65000	500	10200
		Total for Vendor:	98.63					
3717	17055S	491 ULINE	157.88					
		Customer #11813523						
1	93638418	01/03/18 Rain Jacket	97.81			40 64000	495	10200
2	93638418	01/03/18 Tyvek Coverall	60.07			50 65000	495	10200
		Total for Vendor:	157.88					
3659	17008S	301 US BANK	2,731.35					
		Acct #4246044555652647						
1		12/22/17 Emergency Medical Products	277.72			20 62000	450	10200
2		12/22/17 Solution Bottles	104.30			20 62000	450	10200
3		12/22/17 Self Contnd auto circuit #8601	84.99			20 62000	354	10200
4		12/22/17 Blade fuse block/#8601	106.32			20 62000	354	10200
5		12/22/17 Cobra Copper Duplex Wire#8601	52.65			20 62000	354	10200
6		12/22/17 Thermostate Wire	92.49			40 64000	352	10200
7		12/22/17 Fuel Filter Kit #8634	17.46			40 64000	500	10200
8		12/22/17 Fuel Filter Kit #8634	17.45			50 65000	500	10200
9		12/22/17 TSC Tank STL 96 Gal	160.28			40 64000	500	10200
10		12/22/17 TSC Tank STL 96 Gal	160.27			50 65000	500	10200
11		12/22/17 Light Bar	20.85			40 64000	354	10200

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
12	12/22/17	Light Bar	20.85			50 65000	354	10200
13	12/22/17	Mechanical Fuel Meter #8634	58.98			40 64000	500	10200
14	12/22/17	Mechanical Fuel Meter #8634	58.98			50 65000	500	10200
15	12/22/17	Fuel #8600	67.00			20 62000	485	10200
16	12/22/17	Borjon #8600	1,084.76			20 62000	500	10200
17	12/22/17	Hampton Inn/Thomas Fire	206.96*			20 62000	305	10200
18	12/22/17	Templeton Uniforms/Mace/Li	41.94*			20 62000	305	10200
19	12/22/17	Trophy HuntersPlaque	97.10*			20 62000	305	10200
Total for Vendor:			2,731.35					
3676	17029S	327 VALLI INFORMATION SYSTEMS	75.00					
Web Posting								
1	45210	01/09/18 Web Posting, Online Maint.	37.50			40 64000	305	10200
2	45210	01/09/18 Web Posting, Online Maint.	37.50			50 65000	305	10200
Total for Vendor:			75.00					
3696	17030S	511 VERIZON	40.08					
Acct #542095345-00001 805-423-7591								
1	9799488433	12/18/17 Laptop 805-423-7591	20.04			40 64000	310	10200
2	9799488433	12/18/17 Laptop 805-423-7591	20.04			50 65000	310	10200
Total for Vendor:			40.08					
3667	17009S	310 VIBORG SAND & GRAVEL, INC.	5,500.00					
1235 L Street Water Line Repair								
1	33822	12/15/17 Patch Alley way	5,500.00*			50 65000	353	10200
Total for Vendor:			5,500.00					
3718	17056S	395 WATER ENVIRONMENTAL FEDERATION	320.00					
WEF Membership- Local Membership Association California WEA Member ID: 17790250								
1	RE30BE	01/30/17 WEF Membership: PRO	140.00			10 61000	385	10200
2	RE30BE	01/30/17 Local MA: CA	180.00			10 61000	385	10200
Total for Vendor:			320.00					

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
3668	17010S	317 WESTERN JANITOR SUPPLY INC	81.78					
Account #S1235								
1	148289	12/20/17 Paper Towel	13.49*			20 62000	305	10200
2	148289	12/20/17 Paper Towel	2.45			30 63000	305	10200
3	148289	12/20/17 Paper Towel	32.71			40 64000	305	10200
4	148289	12/20/17 Paper Towel	32.71			50 65000	305	10200
5	148289	12/20/17 Paper Towel	0.42*			60 66000	305	10200
Total for Vendor:			81.78					
3688	17031S	318 WILDHORSE PROPANE	476.90					
ACCT #SANMI1								
1	U0017988	12/12/17 Propane	78.69			20 62000	382	10200
2	U0017988	12/12/17 Propane	14.31*			30 63000	382	10200
3	U0017988	12/12/17 Propane	190.76			40 64000	382	10200
4	U0017988	12/12/17 Propane	190.76			50 65000	382	10200
5	U0017988	12/12/17 Propane	2.38*			60 66000	382	10200
Total for Vendor:			476.90					
# of Claims			100	Total:				150,836.09
Total Electronic Claims								718.50
Total Non-Electronic Claims								150117.59

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Fund Summary for Claims
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Fund/Account	Amount
10 ADMINISTRATION DEPARTMENT	
10200 Operating Cash - Premier	\$1,020.00
20 FIRE PROTECTION DEPARTMENT	
10200 Operating Cash - Premier	\$20,075.04
30 STREET LIGHTING DEPARTMENT	
10200 Operating Cash - Premier	\$3,795.47
40 WASTEWATER DEPARTMENT	
10200 Operating Cash - Premier	\$40,295.29
50 WATER DEPARTMENT	
10200 Operating Cash - Premier	\$85,493.77
60 SOLID WASTE DEPARTMENT	
10200 Operating Cash - Premier	\$156.52
Total:	\$150,836.09

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
10 ADMINISTRATION DEPARTMENT						
46000	Revenues & Interest					
46020	Transfer In -Fire (16.5%)	0.00	0.00	37,499.00	37,499.00	0 %
46030	Transfer In -Lighting (3%)	0.00	0.00	6,818.00	6,818.00	0 %
46040	Transfer In -Sewer (40%)	0.00	0.00	90,907.00	90,907.00	0 %
46050	Transfer In -Water (40%)	0.00	0.00	90,907.00	90,907.00	0 %
46060	Transfer In- Solid Waste (0.5%)	0.00	0.00	1,136.00	1,136.00	0 %
46150	Miscellaneous Income	0.00	15.00	0.00	-15.00	** %
46151	Refund/Adjustments	0.00	486.20	0.00	-486.20	** %
	Account Group Total:	0.00	501.20	227,267.00	226,765.80	0 %
	Fund Total:	0.00	501.20	227,267.00	226,765.80	0 %
20 FIRE PROTECTION DEPARTMENT						
40000						
40220	Weed Abatement Fees	0.00	0.00	1,100.00	1,100.00	0 %
40300	Fireworks Permit Fees	0.00	0.00	800.00	800.00	0 %
40320	Fire Impact Fees	718.00	10,014.92	0.00	-10,014.92	** %
40420	Ambulance Reimbursement	0.00	2,278.03	4,400.00	2,121.97	52 %
40500	VFA Assistance Grant	0.00	0.00	18,000.00	18,000.00	0 %
	Account Group Total:	718.00	12,292.95	24,300.00	12,007.05	51 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	123,036.24	208,462.62	337,351.00	128,888.38	62 %
	Account Group Total:	123,036.24	208,462.62	337,351.00	128,888.38	62 %
44000	Forestry & Fire Protection Reimbursement					
44000	Forestry & Fire Protection Reimbursement	0.00	4,396.92	10,000.00	5,603.08	44 %
	Account Group Total:	0.00	4,396.92	10,000.00	5,603.08	44 %
46000	Revenues & Interest					
46000	Revenues & Interest	22.44	165.88	300.00	134.12	55 %
46010	Transfer In	0.00	0.00	233,021.00	233,021.00	0 %
46150	Miscellaneous Income	200.00	730.00	0.00	-730.00	** %
46151	Refund/Adjustments	0.00	125.25	1,000.00	874.75	13 %
46155	Will Serve Processing Fees	0.00	0.00	100.00	100.00	0 %
46175	Sale of Surplus Property	0.00	229.37	0.00	-229.37	** %
	Account Group Total:	222.44	1,250.50	234,421.00	233,170.50	1 %
	Fund Total:	123,976.68	226,402.99	606,072.00	379,669.01	37 %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
30 STREET LIGHTING DEPARTMENT						
43000	Property Taxes Collected					
43000	Property Taxes Collected	35,080.88	59,285.12	93,488.00	34,202.88	63 %
	Account Group Total:	35,080.88	59,285.12	93,488.00	34,202.88	63 %
46000	Revenues & Interest					
46000	Revenues & Interest	4.77	34.70	50.00	15.30	69 %
46010	Transfer In	0.00	0.00	8,525.00	8,525.00	0 %
46150	Miscellaneous Income	0.00	300.00	0.00	-300.00	** %
46151	Refund/Adjustments	910.00	917.48	200.00	-717.48	459 %
	Account Group Total:	914.77	1,252.18	8,775.00	7,522.82	14 %
	Fund Total:	35,995.65	60,537.30	102,263.00	41,725.70	59 %
40 WASTEWATER DEPARTMENT						
40000						
40850	Wastewater Hook-up Fees	33,328.00	158,308.00	0.00	-158,308.00	** %
40900	Wastewater Sales	30,220.50	209,016.49	356,000.00	146,983.51	59 %
40910	Wastewater Late Charges	592.31	3,964.47	5,500.00	1,535.53	72 %
	Account Group Total:	64,140.81	371,288.96	361,500.00	-9,788.96	103 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	18,734.89	31,787.04	51,302.00	19,514.96	62 %
	Account Group Total:	18,734.89	31,787.04	51,302.00	19,514.96	62 %
46000	Revenues & Interest					
46000	Revenues & Interest	54.41	396.46	700.00	303.54	57 %
46010	Transfer In	0.00	0.00	101,116.00	101,116.00	0 %
46100	Realized Earnings	0.00	412.94	0.00	-412.94	** %
46150	Miscellaneous Income	0.00	0.00	45,000.00	45,000.00	0 %
46151	Refund/Adjustments	0.00	569.95	1,000.00	430.05	57 %
46180	Public Records Requests	0.00	0.00	10.00	10.00	0 %
	Account Group Total:	54.41	1,379.35	147,826.00	146,446.65	1 %
	Fund Total:	82,930.11	404,455.35	560,628.00	156,172.65	72 %
50 WATER DEPARTMENT						
40000						
40440	CDBG Grant	0.00	0.00	150,000.00	150,000.00	0 %
	Account Group Total:	0.00	0.00	150,000.00	150,000.00	0 %
41000	Water Sales					
41000	Water Sales	28,648.01	252,044.05	352,000.00	99,955.95	72 %
41001	Water Connection Fees	28,470.00	75,920.00	0.00	-75,920.00	** %
41005	Water Late Charges	6,309.63	35,569.94	18,000.00	-17,569.94	198 %
41010	Water Meter Fees	993.31	3,621.11	12,250.00	8,628.89	30 %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
50 WATER DEPARTMENT						
	Account Group Total:	64,420.95	367,155.10	382,250.00	15,094.90	96 %
46000	Revenues & Interest					
46000	Revenues & Interest	57.25	420.97	700.00	279.03	60 %
46010	Transfer In	0.00	0.00	159,701.00	159,701.00	0 %
46150	Miscellaneous Income	0.00	102.13	0.00	-102.13	** %
46151	Refund/Adjustments	0.00	569.95	1,000.00	430.05	57 %
46155	Will Serve Processing Fees	0.00	0.00	250.00	250.00	0 %
	Account Group Total:	57.25	1,093.05	161,651.00	160,557.95	1 %
	Fund Total:	64,478.20	368,248.15	693,901.00	325,652.85	53 %
60 SOLID WASTE DEPARTMENT						
46000	Revenues & Interest					
46005	Franchise Fees	5,687.48	23,090.71	32,323.00	9,232.29	71 %
	Account Group Total:	5,687.48	23,090.71	32,323.00	9,232.29	71 %
	Fund Total:	5,687.48	23,090.71	32,323.00	9,232.29	71 %
	Grand Total:	313,068.12	1,083,235.70	2,222,454.00	1,139,218.30	49 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
10 ADMINISTRATION DEPARTMENT							
61000 Administration							
61000 Administration							
	111 BOD Stipend	500.00	3,300.00	6,000.00	6,000.00	2,700.00	55 %
	120 Workers' Compensation	0.00	1,123.28	0.00	0.00	-1,123.28	*** %
	130 Payroll Tax - Fed W/H	0.00	19,256.05	0.00	0.00	-19,256.05	*** %
	305 Operations and maintenance	0.00	1,794.47	3,300.00	3,300.00	1,505.53	54 %
	310 Phone and fax expense	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
	315 Postage, shipping and freight	0.00	0.00	50.00	50.00	50.00	0 %
	320 Printing and reproduction	0.00	467.96	500.00	500.00	32.04	94 %
	325 Professional svcs - Accounting	0.00	8,522.50	21,000.00	21,000.00	12,477.50	41 %
	327 Professional svcs - Legal (General)	0.00	87,741.23	150,000.00	150,000.00	62,258.77	58 %
	328 Insurance - prop and liability	0.00	18,644.93	3,000.00	3,000.00	-15,644.93	621 %
	330 Contract labor	0.00	0.00	15,000.00	15,000.00	15,000.00	0 %
	332 Professional Services - Legal	0.00	-51,501.62	0.00	0.00	51,501.62	*** %
	335 Meals - Reimbursement	0.00	139.38	500.00	500.00	360.62	28 %
	340 Meetings and conferences	0.00	0.00	500.00	500.00	500.00	0 %
	345 Mileage expense reimbursement	0.00	0.00	500.00	500.00	500.00	0 %
	350 Repairs and maint - computers	0.00	1,960.00	500.00	500.00	-1,460.00	392 %
	351 Repairs and maint - equip	0.00	0.00	500.00	500.00	500.00	0 %
	352 Repairs and maint - structures	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	375 Internet expenses	0.00	1,680.00	3,917.00	3,917.00	2,237.00	43 %
	376 Webpage- Upgrade/Maint	200.00	1,000.00	2,400.00	2,400.00	1,400.00	42 %
	385 Dues and subscriptions	320.00	320.00	500.00	500.00	180.00	64 %
	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	197.80	500.00	500.00	302.20	40 %
	394 LAFCO Allocations	0.00	6,100.97	6,100.00	6,100.00	-0.97	100 %
	410 Office Supplies	0.00	553.28	4,000.00	4,000.00	3,446.72	14 %
	415 Office Equipment	0.00	145.67	0.00	0.00	-145.67	*** %
	465 Cell phones, radios and pagers	0.00	105.00	500.00	500.00	395.00	21 %
	475 Computer supplies and upgrades	0.00	6.21	0.00	0.00	-6.21	*** %
	Account Total:	1,020.00	101,557.11	227,267.00	227,267.00	125,709.89	45 %
	Account Group Total:	1,020.00	101,557.11	227,267.00	227,267.00	125,709.89	45 %
	Fund Total:	1,020.00	101,557.11	227,267.00	227,267.00	125,709.89	45 %
20 FIRE PROTECTION DEPARTMENT							
62000 Fire							
62000 Fire							
	105 Salaries and Wages	0.00	31,547.48	66,000.00	66,000.00	34,452.52	48 %
	120 Workers' Compensation	0.00	5,958.02	7,700.00	7,700.00	1,741.98	77 %
	121 Physicals	0.00	0.00	2,600.00	2,600.00	2,600.00	0 %
	125 Volunteer firefighter stipends	0.00	14,153.54	34,000.00	34,000.00	19,846.46	42 %
	126 Strike Team Pay - VFF	0.00	90,342.85	5,000.00	5,000.00	-85,342.85	*** %
	130 Payroll Tax - Fed W/H	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
	135 Payroll Tax - FICA	0.00	6,478.78	3,910.00	3,910.00	-2,568.78	166 %
	140 Payroll Tax - Medicare	0.00	1,978.05	1,845.00	1,845.00	-133.05	107 %
	155 Payroll Tax - SUI	0.00	2,326.66	3,500.00	3,500.00	1,173.34	66 %
	160 Payroll Tax - ETT	0.00	135.89	200.00	200.00	64.11	68 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
165	Payroll Tax - FUTA	0.00	3,939.06	5,000.00	5,000.00	1,060.94	79 %
205	Insurance - Health	0.00	266.66	0.00	0.00	-266.66	*** %
210	Insurance - Dental	0.00	238.23	0.00	0.00	-238.23	*** %
215	Insurance - Vision	0.00	37.11	0.00	0.00	-37.11	*** %
225	Retirement - PERS expense	0.00	655.48	0.00	0.00	-655.48	*** %
305	Operations and maintenance	972.89	3,427.51	4,000.00	4,000.00	572.49	86 %
315	Postage, shipping and freight	0.00	0.00	500.00	500.00	500.00	0 %
320	Printing and reproduction	0.00	0.00	350.00	350.00	350.00	0 %
325	Professional svcs - Accounting	780.37	2,840.98	0.00	0.00	-2,840.98	*** %
327	Professional svcs - Legal (General)	7,200.22	8,708.28	0.00	0.00	-8,708.28	*** %
328	Insurance - prop and liability	745.46	5,938.56	8,000.00	8,000.00	2,061.44	74 %
331	Professional Services - Legal	0.00	421.50	0.00	0.00	-421.50	*** %
335	Meals - Reimbursement	0.00	119.41	525.00	525.00	405.59	23 %
340	Meetings and conferences	0.00	0.00	750.00	750.00	750.00	0 %
345	Mileage expense reimbursement	0.00	51.94	670.00	670.00	618.06	8 %
350	Repairs and maint - computers	460.17	1,532.10	0.00	0.00	-1,532.10	*** %
351	Repairs and maint - equip	69.98	1,732.54	7,000.00	7,000.00	5,267.46	25 %
352	Repairs and maint - structures	0.00	368.64	1,000.00	1,000.00	631.36	37 %
354	Repairs and maint - vehicles	2,537.42	9,137.74	9,500.00	9,500.00	362.26	96 %
370	Dispatch services (Fire)	0.00	7,543.80	7,543.00	7,543.00	-0.80	100 %
375	Internet expenses	99.98	198.67	0.00	0.00	-198.67	*** %
380	Utilities - alarm service	0.00	0.00	180.00	180.00	180.00	0 %
381	Utilities - electric	62.54	3,375.12	950.00	950.00	-2,425.12	355 %
382	Utilities - propane	78.69	297.42	300.00	300.00	2.58	99 %
385	Dues and subscriptions	481.38	2,720.49	2,500.00	2,500.00	-220.49	109 %
386	Education and training	30.00	618.33	6,500.00	6,500.00	5,881.67	10 %
387	Education and training: Training	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
393	Advertising and public notices	0.00	0.00	200.00	200.00	200.00	0 %
395	Community Outreach	0.00	836.15	3,000.00	3,000.00	2,163.85	28 %
405	Software	473.34	1,444.86	1,000.00	1,000.00	-444.86	144 %
410	Office Supplies	9.49	73.20	0.00	0.00	-73.20	*** %
420	Equipt. & Supplies	0.00	124.93	1,500.00	1,500.00	1,375.07	8 %
450	EMS supplies	1,260.76	2,587.68	3,000.00	3,000.00	412.32	86 %
455	Fire Safety Gear & Equipment	2,124.63	6,215.18	10,000.00	10,000.00	3,784.82	62 %
456	VFF Assistance Grant	0.00	0.00	36,000.00	36,000.00	36,000.00	0 %
465	Cell phones, radios and pagers	0.00	0.00	500.00	500.00	500.00	0 %
470	Communication equipment	0.00	5,651.41	4,500.00	4,500.00	-1,151.41	126 %
475	Computer supplies and upgrades	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
485	Fuel expense	778.96	2,885.28	6,765.00	6,765.00	3,879.72	43 %
490	Small tools and equipment	0.00	1,384.43	2,000.00	2,000.00	615.57	69 %
495	Uniform expense	624.14	1,700.17	3,450.00	3,450.00	1,749.83	49 %
500	Capital Outlay	1,084.76	59,488.38	224,988.00	224,988.00	165,499.62	26 %
503	Weed Abatement Costs	0.00	197.80	3,200.00	3,200.00	3,002.20	6 %
505	Fire Training Grounds	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
510	Fire station addition	0.00	9,341.61	19,766.00	19,766.00	10,424.39	47 %
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	258.25	700.00	700.00	441.75	37 %
905		0.00	0.00	37,499.00	37,499.00	37,499.00	0 %
960	Property tax expense	199.86	399.72	250.00	250.00	-149.72	160 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
	Account Total:	20,075.04	301,679.89	555,341.00	555,341.00	253,661.11	54 %
	Account Group Total:	20,075.04	301,679.89	555,341.00	555,341.00	253,661.11	54 %
	Fund Total:	20,075.04	301,679.89	555,341.00	555,341.00	253,661.11	54 %
30 STREET LIGHTING DEPARTMENT							
63000 Lighting							
63000 Lighting							
	105 Salaries and Wages	0.00	3,227.95	15,000.00	15,000.00	11,772.05	22 %
	120 Workers' Compensation	0.00	0.00	465.00	465.00	465.00	0 %
	130 Payroll Tax - Fed W/H	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	135 Payroll Tax - FICA	0.00	0.00	500.00	500.00	500.00	0 %
	140 Payroll Tax - Medicare	0.00	46.56	100.00	100.00	53.44	47 %
	155 Payroll Tax - SUI	0.00	23.77	100.00	100.00	76.23	24 %
	160 Payroll Tax - ETT	0.00	3.25	100.00	100.00	96.75	3 %
	165 Payroll Tax - FUTA	0.00	39.64	150.00	150.00	110.36	26 %
	205 Insurance - Health	0.00	123.41	720.00	720.00	596.59	17 %
	210 Insurance - Dental	0.00	25.05	36.00	36.00	10.95	70 %
	215 Insurance - Vision	0.00	3.73	15.00	15.00	11.27	25 %
	225 Retirement - PERS expense	0.00	191.63	793.00	793.00	601.37	24 %
	305 Operations and maintenance	12.09	35.80	3,900.00	3,900.00	3,864.20	1 %
	320 Printing and reproduction	0.00	0.00	100.00	100.00	100.00	0 %
	325 Professional svcs - Accounting	141.89	554.05	750.00	750.00	195.95	74 %
	327 Professional svcs - Legal (General)	654.45	788.65	6,000.00	6,000.00	5,211.35	13 %
	328 Insurance - prop and liability	0.00	0.00	500.00	500.00	500.00	0 %
	331 Professional Services - Legal	0.00	89.42	1,000.00	1,000.00	910.58	9 %
	335 Meals - Reimbursement	0.00	1.35	0.00	0.00	-1.35	*** %
	340 Meetings and conferences	0.00	0.00	350.00	350.00	350.00	0 %
	345 Mileage expense reimbursement	0.00	9.43	150.00	150.00	140.57	6 %
	350 Repairs and maint - computers	0.00	135.50	0.00	0.00	-135.50	*** %
	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	95.97	0.00	0.00	-95.97	*** %
	353 Repairs & Maint- Infrastructure	0.00	0.00	24,000.00	24,000.00	24,000.00	0 %
	381 Utilities - electric	2,856.42	9,752.13	20,000.00	20,000.00	10,247.87	49 %
	382 Utilities - propane	14.31	28.02	0.00	0.00	-28.02	*** %
	385 Dues and subscriptions	30.25	269.36	0.00	0.00	-269.36	*** %
	386 Education and training	0.00	31.11	0.00	0.00	-31.11	*** %
	405 Software	86.06	292.14	500.00	500.00	207.86	58 %
	485 Fuel expense	0.00	0.00	50.00	50.00	50.00	0 %
	490 Small tools and equipment	0.00	0.00	500.00	500.00	500.00	0 %
	500 Capital Outlay	0.00	1,025.16	8,525.00	8,525.00	7,499.84	12 %
	715 Licenses, permits and fees	0.00	1.75	0.00	0.00	-1.75	*** %
	905	0.00	0.00	6,818.00	6,818.00	6,818.00	0 %
	Account Total:	3,795.47	16,794.83	93,122.00	93,122.00	76,327.17	18 %
	Account Group Total:	3,795.47	16,794.83	93,122.00	93,122.00	76,327.17	18 %
	Fund Total:	3,795.47	16,794.83	93,122.00	93,122.00	76,327.17	18 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
64000 Sanitary							
64000 Sanitary							
	105 Salaries and Wages	0.00	63,147.71	163,320.00	163,320.00	100,172.29	39 %
	109 Stand-by Hours	0.00	3,665.12	7,500.00	7,500.00	3,834.88	49 %
	120 Workers' Compensation	0.00	3,104.86	12,000.00	12,000.00	8,895.14	26 %
	130 Payroll Tax - Fed W/H	0.00	0.00	11,000.00	11,000.00	11,000.00	0 %
	135 Payroll Tax - FICA	0.00	0.00	3,800.00	3,800.00	3,800.00	0 %
	140 Payroll Tax - Medicare	0.00	1,000.66	2,000.00	2,000.00	999.34	50 %
	155 Payroll Tax - SUI	0.00	392.19	1,000.00	1,000.00	607.81	39 %
	160 Payroll Tax - ETT	0.00	69.76	200.00	200.00	130.24	35 %
	165 Payroll Tax - FUTA	0.00	653.58	2,000.00	2,000.00	1,346.42	33 %
	205 Insurance - Health	0.00	13,921.59	11,280.00	11,280.00	-2,641.59	123 %
	210 Insurance - Dental	0.00	518.46	564.00	564.00	45.54	92 %
	215 Insurance - Vision	0.00	78.69	235.00	235.00	156.31	33 %
	225 Retirement - PERS expense	359.26	5,452.63	12,422.00	12,422.00	6,969.37	44 %
	305 Operations and maintenance	454.84	2,903.32	6,000.00	6,000.00	3,096.68	48 %
	310 Phone and fax expense	83.80	578.91	1,450.00	1,450.00	871.09	40 %
	315 Postage, shipping and freight	250.00	1,711.24	3,000.00	3,000.00	1,288.76	57 %
	320 Printing and reproduction	35.01	288.86	600.00	600.00	311.14	48 %
	325 Professional svcs - Accounting	1,891.80	6,887.20	0.00	0.00	-6,887.20	*** %
	326 Professional svcs - Engineering	2,475.00	23,958.75	24,000.00	24,000.00	41.25	100 %
	327 Professional svcs - Legal (General)	9,703.74	13,067.53	0.00	0.00	-13,067.53	*** %
	328 Insurance - prop and liability	628.54	1,811.45	6,000.00	6,000.00	4,188.55	30 %
	329 New Hire Screening	0.00	40.00	450.00	450.00	410.00	9 %
	330 Contract labor	825.00	2,525.00	5,000.00	5,000.00	2,475.00	51 %
	331 Professional Services - Legal	45.30	12,128.29	9,400.00	9,400.00	-2,728.29	129 %
	335 Meals - Reimbursement	0.00	18.08	200.00	200.00	181.92	9 %
	340 Meetings and conferences	0.00	0.00	750.00	750.00	750.00	0 %
	345 Mileage expense reimbursement	0.00	181.63	500.00	500.00	318.37	36 %
	350 Repairs and maint - computers	326.67	2,460.04	0.00	0.00	-2,460.04	*** %
	351 Repairs and maint - equip	0.00	57.44	21,000.00	21,000.00	20,942.56	0 %
	352 Repairs and maint - structures	92.49	188.46	3,000.00	3,000.00	2,811.54	6 %
	353 Repairs & Maint- Infrastructure	0.00	442.73	8,000.00	8,000.00	7,557.27	6 %
	354 Repairs and maint - vehicles	20.85	577.45	2,000.00	2,000.00	1,422.55	29 %
	355 Testing & Supplies (WWTP)	3,320.00	6,617.72	10,500.00	10,500.00	3,882.28	63 %
	358 Testing & Supplies- SLT Well (Water)	0.00	191.00	0.00	0.00	-191.00	*** %
	375 Internet expenses	99.98	198.67	0.00	0.00	-198.67	*** %
	380 Utilities - alarm service	117.50	372.50	1,000.00	1,000.00	627.50	37 %
	381 Utilities - electric	9,619.54	40,087.79	75,000.00	75,000.00	34,912.21	53 %
	382 Utilities - propane	190.76	409.49	450.00	450.00	40.51	91 %
	383 Utilities - trash	51.99	351.16	600.00	600.00	248.84	59 %
	385 Dues and subscriptions	403.35	3,591.50	2,500.00	2,500.00	-1,091.50	144 %
	386 Education and training	197.50	593.57	500.00	500.00	-93.57	119 %
	393 Advertising and public notices	0.00	0.00	200.00	200.00	200.00	0 %
	395 Community Outreach	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
	405 Software	1,147.50	3,577.70	4,000.00	4,000.00	422.30	89 %
	410 Office Supplies	67.41	232.27	150.00	150.00	-82.27	155 %
	415 Office Equipment	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
	420 Equipt. & Supplies	0.00	0.00	4,900.00	4,900.00	4,900.00	0 %
	432 Utility Rate Design Study	3,551.25	8,965.75	31,915.00	31,915.00	22,949.25	28 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
	459 Scada - Maintenance Fees	0.00	72.64	1,000.00	1,000.00	927.36	7 %
	465 Cell phones, radios and pagers	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	485 Fuel expense	842.72	3,677.83	5,000.00	5,000.00	1,322.17	74 %
	490 Small tools and equipment	0.00	1,117.72	3,000.00	3,000.00	1,882.28	37 %
	495 Uniform expense	132.82	756.29	1,575.00	1,575.00	818.71	48 %
	500 Capital Outlay	693.55	42,427.09	45,201.00	45,201.00	2,773.91	94 %
	545 Sewer System Mngmt Plan (SSMP)	0.00	0.00	30,000.00	30,000.00	30,000.00	0 %
	570 Repairs, Maint. and Video Sewer Lines	0.00	0.00	12,000.00	12,000.00	12,000.00	0 %
	581 WWTP Expansion	0.00	0.00	45,000.00	45,000.00	45,000.00	0 %
	582 WWTP Plant Maintenance	2,652.45	5,441.62	12,000.00	12,000.00	6,558.38	45 %
	585 Sludge Removal Project	0.00	2,969.62	3,000.00	3,000.00	30.38	99 %
	705 Waste Discharge Fees/Permits	0.00	17,017.00	25,000.00	25,000.00	7,983.00	68 %
	715 Licenses, permits and fees	0.00	405.00	5,500.00	5,500.00	5,095.00	7 %
	805 Refundable Water/Sewer/Hydrant	0.00	375.00	0.00	0.00	-375.00	*** %
	905	0.00	0.00	90,907.00	90,907.00	90,907.00	0 %
	960 Property tax expense	14.67	29.34	0.00	0.00	-29.34	*** %
	Account Total:	40,295.29	301,309.90	734,769.00	734,769.00	433,459.10	41 %
	Account Group Total:	40,295.29	301,309.90	734,769.00	734,769.00	433,459.10	41 %
	Fund Total:	40,295.29	301,309.90	734,769.00	734,769.00	433,459.10	41 %
50 WATER DEPARTMENT							
64000 Sanitary							
	64000 Sanitary						
	305 Operations and maintenance	201.71	201.71	0.00	0.00	-201.71	*** %
	Account Total:	201.71	201.71	0.00	0.00	-201.71	*** %
	Account Group Total:	201.71	201.71	0.00	0.00	-201.71	*** %
65000 Water							
	65000 Water						
	105 Salaries and Wages	0.00	69,066.72	163,320.00	163,320.00	94,253.28	42 %
	109 Stand-by Hours	0.00	3,665.13	7,500.00	7,500.00	3,834.87	49 %
	120 Workers' Compensation	0.00	2,445.88	12,000.00	12,000.00	9,554.12	20 %
	130 Payroll Tax - Fed W/H	0.00	0.00	11,000.00	11,000.00	11,000.00	0 %
	135 Payroll Tax - FICA	0.00	0.00	4,500.00	4,500.00	4,500.00	0 %
	140 Payroll Tax - Medicare	0.00	1,079.73	2,500.00	2,500.00	1,420.27	43 %
	155 Payroll Tax - SUI	0.00	379.92	1,500.00	1,500.00	1,120.08	25 %
	160 Payroll Tax - ETT	0.00	75.32	150.00	150.00	74.68	50 %
	165 Payroll Tax - FUTA	0.00	633.13	1,800.00	1,800.00	1,166.87	35 %
	205 Insurance - Health	0.00	12,267.48	12,000.00	12,000.00	-267.48	102 %
	210 Insurance - Dental	0.00	569.86	600.00	600.00	30.14	95 %
	215 Insurance - Vision	0.00	86.28	250.00	250.00	163.72	35 %
	225 Retirement - PERS expense	359.24	6,044.29	12,400.00	12,400.00	6,355.71	49 %
	305 Operations and maintenance	205.04	4,969.97	8,500.00	8,500.00	3,530.03	58 %
	310 Phone and fax expense	83.78	578.85	1,450.00	1,450.00	871.15	40 %
	315 Postage, shipping and freight	250.00	1,830.53	3,000.00	3,000.00	1,169.47	61 %
	320 Printing and reproduction	35.01	245.30	600.00	600.00	354.70	41 %
	324 Professional Svcs- GSA-GSP	1,540.00	2,200.00	0.00	0.00	-2,200.00	*** %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
325	Professional svcs - Accounting	1,891.80	6,887.20	0.00	0.00	-6,887.20	*** %
326	Professional svcs - Engineering	825.00	32,306.66	25,000.00	25,000.00	-7,306.66	129 %
327	Professional svcs - Legal (General)	9,703.74	28,600.63	0.00	0.00	-28,600.63	*** %
328	Insurance - prop and liability	628.54	628.54	8,000.00	8,000.00	7,371.46	8 %
329	New Hire Screening	0.00	40.00	450.00	450.00	410.00	9 %
330	Contract labor	825.00	2,525.00	5,000.00	5,000.00	2,475.00	51 %
331	Professional Services - Legal	45.30	12,128.29	9,400.00	9,400.00	-2,728.29	129 %
332	Professional Services - Legal	34,324.69	128,527.38	100,000.00	100,000.00	-28,527.38	129 %
335	Meals - Reimbursement	0.00	18.08	200.00	200.00	181.92	9 %
340	Meetings and conferences	0.00	0.00	750.00	750.00	750.00	0 %
345	Mileage expense reimbursement	0.00	181.62	500.00	500.00	318.38	36 %
350	Repairs and maint - computers	326.66	2,460.02	0.00	0.00	-2,460.02	*** %
351	Repairs and maint - equip	0.00	767.41	4,000.00	4,000.00	3,232.59	19 %
352	Repairs and maint - structures	0.00	1,228.23	1,500.00	1,500.00	271.77	82 %
353	Repairs & Maint- Infrastructure	10,069.98	25,825.79	15,000.00	15,000.00	-10,825.79	172 %
354	Repairs and maint - vehicles	20.85	577.44	3,500.00	3,500.00	2,922.56	16 %
356	Testing & Supplies - Well #3 (Water)	257.92	1,648.85	2,500.00	2,500.00	851.15	66 %
357	Testing & Supplies - Well #4 (Water)	257.92	1,867.02	2,500.00	2,500.00	632.98	75 %
358	Testing & Supplies- SLT Well (Water)	477.92	3,322.10	5,000.00	5,000.00	1,677.90	66 %
359	Testing & Supplies-Other	375.00	3,089.72	5,000.00	5,000.00	1,910.28	62 %
362	Cross-Connection Control Srvcs.	0.00	737.30	1,000.00	1,000.00	262.70	74 %
375	Internet expenses	99.98	198.66	0.00	0.00	-198.66	*** %
380	Utilities - alarm service	117.50	372.50	1,000.00	1,000.00	627.50	37 %
381	Utilities - electric	5,473.42	26,071.90	37,000.00	37,000.00	10,928.10	70 %
382	Utilities - propane	190.76	409.49	450.00	450.00	40.51	91 %
383	Utilities - trash	51.99	351.17	600.00	600.00	248.83	59 %
385	Dues and subscriptions	403.35	3,591.50	4,000.00	4,000.00	408.50	90 %
386	Education and training	197.50	715.12	1,000.00	1,000.00	284.88	72 %
393	Advertising and public notices	0.00	0.00	250.00	250.00	250.00	0 %
395	Community Outreach	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
405	Software	1,147.50	3,577.70	4,000.00	4,000.00	422.30	89 %
410	Office Supplies	67.42	231.28	150.00	150.00	-81.28	154 %
415	Office Equipment	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
420	Equipt. & Supplies	0.00	528.12	4,900.00	4,900.00	4,371.88	11 %
425	Well #3 Rehab - Capital Project	7,700.00	7,700.00	0.00	0.00	-7,700.00	*** %
431	SLT Blending Line - CDBG Project	450.00	6,773.67	157,000.00	157,000.00	150,226.33	4 %
432	Utility Rate Design Study	3,551.25	8,965.75	31,915.00	31,915.00	22,949.25	28 %
433	K Street Waterline Replacement	0.00	7,328.60	7,500.00	7,500.00	171.40	98 %
459	Scada - Maintenance Fees	0.00	72.65	1,000.00	1,000.00	927.35	7 %
465	Cell phones, radios and pagers	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
475	Computer supplies and upgrades	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
481	Chemicals- Well #3	0.00	1,214.32	2,500.00	2,500.00	1,285.68	49 %
482	Chemicals-Well #4	0.00	2,087.47	3,000.00	3,000.00	912.53	70 %
483	Chemicals-SLT Well	0.00	347.95	1,500.00	1,500.00	1,152.05	23 %
485	Fuel expense	842.71	2,325.29	4,000.00	4,000.00	1,674.71	58 %
490	Small tools and equipment	0.00	1,805.69	3,000.00	3,000.00	1,194.31	60 %
495	Uniform expense	95.08	718.57	1,575.00	1,575.00	856.43	46 %
500	Capital Outlay	693.52	43,070.47	45,201.00	45,201.00	2,130.53	95 %
520	Water Main Valves Replacement	0.00	0.00	6,000.00	6,000.00	6,000.00	0 %
525	Water meter replacement	0.00	11,404.26	14,500.00	14,500.00	3,095.74	79 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
	535 Water Lines Repairs	0.00	0.00	27,000.00	27,000.00	27,000.00	0 %
	605 USDA Loan Payment	0.00	41,835.83	67,000.00	67,000.00	25,164.17	62 %
	715 Licenses, permits and fees	0.00	1,706.00	6,700.00	6,700.00	4,994.00	25 %
	805 Refundable Water/Sewer/Hydrant	0.00	375.00	0.00	0.00	-375.00	*** %
	905	0.00	0.00	90,907.00	90,907.00	90,907.00	0 %
	Account Total:	83,585.37	533,284.63	962,718.00	962,718.00	429,433.37	55 %
	Account Group Total:	83,585.37	533,284.63	962,718.00	962,718.00	429,433.37	55 %
	Fund Total:	83,787.08	533,486.34	962,718.00	962,718.00	429,231.66	55 %
60 SOLID WASTE DEPARTMENT							
66000 SOLID WASTE							
	66000 SOLID WASTE						
	105 Salaries and Wages	0.00	86.75	1,800.00	1,800.00	1,713.25	5 %
	120 Workers' Compensation	0.00	0.00	465.00	465.00	465.00	0 %
	140 Payroll Tax - Medicare	0.00	1.22	0.00	0.00	-1.22	*** %
	160 Payroll Tax - ETT	0.00	0.08	0.00	0.00	-0.08	*** %
	205 Insurance - Health	0.00	11.15	720.00	720.00	708.85	2 %
	210 Insurance - Dental	0.00	0.44	0.00	0.00	-0.44	*** %
	215 Insurance - Vision	0.00	0.06	0.00	0.00	-0.06	*** %
	225 Retirement - PERS expense	0.00	10.13	1,275.00	1,275.00	1,264.87	1 %
	305 Operations and maintenance	2.03	5.99	0.00	0.00	-5.99	*** %
	325 Professional svcs - Accounting	23.64	48.57	0.00	0.00	-48.57	*** %
	327 Professional svcs - Legal (General)	109.07	4,686.03	200.00	200.00	-4,486.03	*** %
	335 Meals - Reimbursement	0.00	0.25	0.00	0.00	-0.25	*** %
	340 Meetings and conferences	0.00	0.00	200.00	200.00	200.00	0 %
	345 Mileage expense reimbursement	0.00	1.60	0.00	0.00	-1.60	*** %
	350 Repairs and maint - computers	0.00	22.59	0.00	0.00	-22.59	*** %
	382 Utilities - propane	2.38	2.38	0.00	0.00	-2.38	*** %
	385 Dues and subscriptions	5.05	44.91	0.00	0.00	-44.91	*** %
	386 Education and training	0.00	3.53	150.00	150.00	146.47	2 %
	393 Advertising and public notices	0.00	495.00	250.00	250.00	-245.00	198 %
	405 Software	14.35	14.35	0.00	0.00	-14.35	*** %
	905	0.00	0.00	1,136.00	1,136.00	1,136.00	0 %
	Account Total:	156.52	5,435.03	6,196.00	6,196.00	760.97	88 %
	Account Group Total:	156.52	5,435.03	6,196.00	6,196.00	760.97	88 %
	Fund Total:	156.52	5,435.03	6,196.00	6,196.00	760.97	88 %
	Grand Total:	149,129.40	1,260,263.10	2,579,413.00	2,579,413.00	1,319,149.90	49 %

Fund	Amount
20 FIRE PROTECTION DEPARTMENT	21,117.56
30 STREET LIGHTING DEPARTMENT	648.00
40 WASTEWATER DEPARTMENT	15,433.01
50 WATER DEPARTMENT	16,996.85
60 SOLID WASTE DEPARTMENT	14.15
Total for all Funds	54,209.57

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



San Miguel Community Services District Board of Directors

Staff Report

February 22, 2018

AGENDA ITEM: XI - 2

SUBJECT: Review and consideration of Resolution 2018-11 establishing the dates to sell “Safe and Sane” fireworks, and the application period for the 2018 calendar year.

RECOMMENDATION:

Staff recommends that the Board adopt Resolution 2018-11 establishing the dates when “Safe and Sane” fireworks can be sold during the 2018 calendar year.

DISCUSSION:

The Districts adopted Fire Code allows for the sale of “Safe and Sane” fireworks from Noon July 1st to July 4th at midnight, as defined in Ordinance No. 01-2013.

This year staff is presenting a resolution to set the sales period from June 30th, to July 4th to allow for fireworks sales over the Friday and weekend preceding July 4th.

Staff has prepared a resolution to permit the sale of fireworks for the period commencing on June 30th, 2018 at 12:00 noon and ending on July 4, 2018 at 11:59pm.

Due to confusion in prior years regarding the filing dates for firework sales applications, we are also identifying the application period for the acceptance of permits as March 1st, 2018 at 8:30 am through April 30th, 2018 at 12 noon as the permit filing period for fireworks applications. Only complete applications will be accepted by the Utility Account Clerk during business hours. No incomplete applications will be accepted. **ALL** fireworks applications that are received after that time will be rejected. The State Fire Code limits the use of fireworks to July 4th only.

FISCAL IMPACT:

None – fees collected offset actual cost to provide additional staffing of the fire department during the selling period

PREPARED BY:

Rob Roberson

Fire Chief

ATTACHMENT: Resolution 2018-11

RESOLUTION NO. 2018-11

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT
ESTABLISHING THE DATES TO SELL “SAFE AND SANE” FIREWORKS,
AND THE APPLICATION PERIOD FOR CALENDAR YEAR 2018**

WHEREAS, the San Miguel Community Services District was initially formed and established on the first day of February 2000, and

WHEREAS, the Board of Directors, meeting in regular session on November 21st 2013, adopted Ordinance 2013-01 establishing a “Safe and Sane” Fireworks Program and authorizing the sale and use of “Safe and Sane” fireworks in San Miguel, and

WHEREAS, Ordinance 2013-01 established the period to use or discharge “Safe and Sane” fireworks as only on July 4 in each year, and

WHEREAS, the Board of Directors desires to establish the period to sell “Safe and Sane” fireworks as noon June 30th through midnight July 4 for the 2018 calendar year only.

WHEREAS, the Board of Directors desires to establish the period to apply to sell “Safe and Sane” fireworks commencing application period from March 1st through Noon April 30th for the 2018 calendar year only.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT DOES HEREBY ASSERT, DECLARE AND PROCLAIM that the period to sell “Safe and Sane” fireworks in San Miguel is noon June 30th through midnight July 4th, and the application period for the sale of “Safe and Sane” fireworks is March 1st through April 30th at noon for calendar year 2018.

On an amended motion to approve this resolution made by _____, seconded by _____, and by following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAINING:

The foregoing Resolution is hereby passed by a roll call vote and adopted this 22nd day of February 2018.

John Green, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Rob Roberson,
Interim General Manager

Doug White,
District General Counsel



San Miguel Community Services District Board of Directors

Staff Report

February 22, 2018

AGENDA ITEM: XI – 3

SUBJECT: Discussion and consideration to establish fireworks fees for the 2018 calendar year and adopt Resolution 2018-10.

RECOMMENDATION:

Staff recommends the Board adopt Resolution 2018-10 establishing fireworks fees for 2018.

BACKGROUND:

The District receives annual requests from the non-profit groups that want to sell fireworks in San Miguel as fundraising events for their various community programs.

When the original fees were established, a fee of \$500.00 per permit or booth was adopted to cover the reasonable costs of administering and enforcing the fireworks ordinance. In 2006, the fee was raised to \$1000.00 per booth, but was lowered back to the original \$500.00 per booth in 2012. In 2014 the fee was set at \$100.00 per day per booth, staff is recommending keeping fees at \$100.0 per day of allowable sales.

This year, Staff is recommending that the Board set permit fees as follows:

1. A \$600.00 non-refundable permit fee to cover District costs for enforcing and administering the provisions of District Ordinance No. 2013-01.

2. A \$500.00 clean-up fee which may be refunded in whole or in part if the sale location and public areas where fireworks are used that are free of used and spent fireworks and related materials by July 5th, as determined by Fire Chief.

The permittee shall also furnish to the Fire Chief a copy of liability and property damage insurance with no deductible with limits of \$100,000 bodily injury for one person OR \$300,000 for each occurrence with property damage liability of not less than \$100,000 for each occurrence. The District shall be named as additional insured under such liability policy.

FISCAL IMPACT:

The \$600.00 permit fee per booth will cover all administrative and staffing costs associated with standby coverage for fireworks sales. There will be no additional cost for coverage to the district.

PREPARED BY:

Rob Roberson

Fire Chief

Attachment: Resolution No 2018-10

RESOLUTION NO. 2018-10

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT
ESTABLISHING FEES FOR THE SALE AND USE OF
“SAFE AND SANE” FIREWORKS IN SAN MIGUEL**

WHEREAS, the San Miguel Community Services District was initially formed and established on February 1, 2000; and

WHEREAS, the Board of Directors, meeting in regular session on November 21st 2013 adopted Ordinance 2013-01 establishing a “Safe and Sane” Fireworks Program and authorizing the sale and use of “Safe and Sane” fireworks in San Miguel; and

WHEREAS, it is necessary to establish a fee schedule for the sale of “Safe and Sane” fireworks in San Miguel.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS
OF THE SAN MIGUEL COMMUNITY SERVICES DISTRICT AS FOLLOWS:**

- 1) A \$100.00 per day, if paid by April 30th, a non-refundable permit fee, due and payable upon submittal of the permit, is to be charged to those organizations that desire to sell “Safe and Sane” fireworks, in order to cover the District’s reasonable costs in administering and enforcing the provisions of Ordinance 2013-01. These fees may be refundable on a pro-rata basis if permit is returned on or before July 3rd, as determined by the District Fire Chief.
- 2) A \$500 clean-up fee is to be charged, which may be refunded in whole or in part if the sale location and public areas where “Safe and Sane” fireworks are used are free of used and spent fireworks and related materials by July 5, as determined by the Fire Chief.
- 3) The permittee shall furnish to the Fire Chief a policy of public liability and property damage insurance, with no deductible, with limits of bodily injury of not less than one hundred thousand dollars (\$100,000) for one person or three-hundred thousand dollars (\$300,000) for each occurrence annually and with a limit of property damage liability of not less than one-hundred thousand dollars (\$100,000) for each occurrence as payment for damages to persons or property which may result from, or be caused by, any negligence on the part of the permittee or his or its agents, servants, employees, or subcontractors.

The District and its officers, directors, and employees shall be named as additional insured under such public liability policy. A certificate of insurance consistent with the above shall be presented prior to sale and shall provide that the insurer will not cancel or reduce the coverage without thirty (30) days prior written notice to the District.

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 by a roll call vote and adopted this 22nd day of February 2018.

John Green, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Rob Roberson
Interim General Manager

Doug White,
District General Counsel



San Miguel Community Services District

Board of Directors Staff Report

February 22, 2018

AGENDA ITEM: XI-4

SUBJECT: Review and approve Resolution 2018-12 authorizing the Fire Chief to purchase a high-pressure pump system from Micro Droplet Systems for Engine 8668 at a cost not to exceed \$9,950 and authorize a budget adjustment from Fire Capital Reserve to 20-460 Fire Equipment in the same amount

RECOMMENDATION: Approve Resolution 2018-12 authorizing the Fire Chief to purchase a high-pressure pump system from Micro Droplet Systems for Engine 8668 at a cost not to exceed \$9,950 and authorize a budget adjustment from Fire Capital Reserve to 20-460 Fire Equipment in the same amount.

BACKGROUND:

The Fire Department is looking to improve our ability to respond to and suppress fires with E8668. E8668 is currently set up with a 125 GPM pump and a tank with 300 gallons of water. This gives us approximately 2.5 min of water when the pump is flowing 125 GPM a minuet. Although this system is set up and works well, it has a limited capability do to the size of the pump and the amount of water. We have been in contact with a company that has a High-Pressure Micro Droplet System that can be adapted to the current system with minor changes. This will increase the fire suppression ability 7 to 10 times greater than the system can currently do. With the high-pressure system, approximately 1/10 of the water is used to accomplish the same amount of suppression. This makes the unit far more effective in any type of fire attack situation by increasing the suppression capabilities.

With a limited firefighter availability that can operate the larger equipment and with the increase in fire responses, I feel we will be able to provide a better response by increasing E8668's capabilities.

FISCAL IMPACT

The funds to purchase the system would come from Fire Capital Reserve to 20-460 Fire Equipment not to exceed \$9,950

RECOMMENDATION

Approve Resolution 2018-12 authorizing the Fire Chief to purchase a high-pressure pump system from Micro Droplet Systems for Engine 8668 at a cost not to exceed \$9,950 and authorize a budget adjustment from Fire Capital Reserve to 20-460 Fire Equipment in the same amount.

PREPARED BY:

Rob Roberson _____

Rob Roberson Fire Chief
Attachment: Resolution 2018-12

RESOLUTION NO. 2018-12

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT
AUTHORIZING THE FIRE CHIEF PURCHASE OF A HIGH-PRESSURE PUMP SYSTEM IN AN
AMOUNT NOT TO EXCEED \$9,950 FROM MICRO DROPLET SYSTEMS USING FIRE CAPITAL
RESERVES**

WHEREAS, the San Miguel Community Services District was initially formed and established on the first day of February 2000, and

WHEREAS, the Board of Directors understands that fire apparatus must be changed to meet the ever-changing needs of the fire service; and

WHEREAS, the Board of Directors authorizes the Fire Chief to purchase a high-pressure pump system from Micro Droplet Systems in an amount not to exceed \$9,950; and

WHEREAS, the Board of Directors authorizes a budget adjustment from Fire Capital Reserve to Fire equipment (20-490) in the same amount;

NOW THEREFORE, BE IT RESOLVED, the Board does, hereby, adopt this Resolution for purposes specified herein.

On an amended motion to approve this resolution made by _____, seconded by _____, and by following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAINING:

The foregoing Resolution is hereby passed by a roll call vote and adopted this 22nd day of February 2018.

John Green, President
Board of Directors

ATTEST:

Rob Roberson,
Interim General Manager

APPROVED AS TO FORM:

Doug White,
District General Counsel



Micro Droplet Systems
“Safe & Efficient Fire Suppression”
“Every Drop Counts”



Our Water Atomizing Suppression Pump unit is designed to fit in Small and Large vehicles for rapid response.

“Every second counts to save a life”!

The WASP 70g is equipped with a 70-gallon thick wall Polyurethane tank in an enclosed powder covered steel powered by a Honda GX gas engine and a self-priming pump.

The unit is designed to utilize water's natural ability to absorb heat by introducing micro drops (more surface area) to suppress fires while using very little water.

Our WASP unit will increase **Firefighter Safety**, **Save Millions of Gallons of Water**; protect **Storm Water** from **Cancer-Causing** water run off produced by structure, vehicle and dumpster fires.

The unit's unique 38" curved handle is designed for firefighter safety to reduce the exposure to super heated fire flow paths and **Cancer-causing** combustibles while suppressing a house, vehicle, and dumpster fires etc.

The unit comes with a standard 1/2" flexible and lightweight hose that is 150ft in length on a manual reel.

The system is equipped with a 3-gallon foam tank that uses a combination A/B foam. Foam is preset to 3% for fighting Class A, B, C fires and ready for use with an on/off switch.

The WASP unit is compact, extremely mobile, and versatile for fast response and quick attack. The unit can be separated from the tank and frame and installed in a fire engine compartment and integrated into the engine water tank and foam system.





Engine Type	5.5 HP Honda gas or 6.1 HP Kohler diesel with electric and manual start
Engine rpm	3,600
Fuel tank capacity	1 gallon - Operation use 3 hours
Pump	Dual diaphragm self-priming UDOR Kappa pump
Pump working pressure	575 psi recommended set pressure on spring loaded unloader valve
Nozzle	Fire Attack Suppression Tech patented pending dual-purpose nozzle
Nozzle functions	50ft straight stream and 30' fog pattern quick select with ball valve handle
Nozzle discharge pressure	375 – 380 psi with 150ft 1/2' hose
Water tank	70-gallon polyurethane thick wall FDA approved water tank
Intake	3/4" female fitting (standard) 1" Kamlok female fitting - drafting (optional)
Suction hose	20ft of 1" hose with strainer (optional)
Flow	Up to 10 gallons per minute
Foam system	3-gallon foam tank integrated into unit
Foam switch	On/Off foam switch
Foam pump	Mini flow jet pump
Foam pump solenoid	Integrated into unit activates on discharge flow
Foam solution	3% A/B foam adjusted solution by diluting foam concentrate in foam tank
Foam expansion	Low expansion foam rate approximately 5:1
Hose length & type	150ft 1/2" high-pressure hose rated at 3000 psi on 1/2" manual reel line
Frame unit & size	Powder coated metal frame 46 x 26 x 16.5 with Honda power unit

Micro Droplet Systems TM, 2775 Tapo Street, Simi Valley, CA. 93063

Email: rich.sauer@microdropletsystems.com C: 805-390-5585



San Miguel Community Services District

Board of Directors Staff Report

February 22, 2018

AGENDA ITEM: XI - 5

SUBJECT: First Amendment to Interim General Manager Temporary Employment Agreement between the San Miguel Community Service District and Robert Roberson.
Resolution 2018-04

STAFF RECOMMENDATION:

By minute action, ratify the First Amendment to Interim General Manager Temporary Employment Agreement between the San Miguel Community Service District and Robert Roberson.

BACKGROUND:

On June 10, 2017, the San Miguel Community Services District Board of Directors (“Board”) approved a temporary employment agreement (the “Employment Agreement”) with Robert Roberson (“Roberson”) to serve as the Interim General Manager. Roberson has been serving as the Interim General Manager since June 10, 2017.

DISCUSSION:

The Board and Roberson desire to amend certain provisions of the Employment Agreement, which will be memorialized in the First Amendment to the Employment Agreement (“First Amendment”).

Under the terms of the First Amendment, Roberson will receive an increase to his compensation for his duties as Interim General Manager. His compensation for his Interim General Manager duties will increase from Twenty-Three Thousand One Hundred Six Dollars and Forty Cents (\$23,106.40) per year to Forty Thousand Dollars (\$40,000.00) per year. The new salary will take effect upon ratification of the First Amendment and shall continue until June 30, 2019. The parties will have the rights to renew the provisions of the First Amendment upon the expiration of June 30, 2019, unless the Employment Agreement is terminated earlier pursuant to Section 14, as amended.

Additionally, the First Amendment requires Roberson to provide the District a minimum of sixty days’ notice prior to his resignation from the Interim General Manager position. Moreover, the

District will provide Roberson a minimum of sixty days' notice prior to terminating Roberson's services as Interim General Manager.

FISCAL IMPACT:

The appointment of Roberson as Interim General Manager will result in a moderate amount of savings in the current fiscal year, as the District will not compensate Roberson the full salary allocated in the 2017-2018 budget for the General Manager position.

STAFF RECOMMENDATION:

Staff recommends that the Board ratify, by minute action, the First Amendment to the Interim General Manager Temporary Employment Agreement between the District and Roberson.

PREPARED BY:

Douglas L. White, General Counsel

RESOLUTION NO. 2018-04

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT APPROVING THE FIRST
AMENDMENT TO THE INTERIM GENERAL MANAGER’S EMPLOYMENT
AGREEMENT BETWEEN ROBERT ROBerson AND THE SAN MIGUEL
COMMUNITY SERVICES DISTRICT**

WHEREAS, San Miguel Community Services District (“District”) executed an employment agreement to hire Robert Roberson as the Interim General Manager on June 10, 2017 (“Agreement”); and

WHEREAS, the Agreement details the terms and conditions of his employment as Interim General Manager; and

WHEREAS, District Board of Directors and Robert Roberson wish the amend certain provisions of the Agreement (“First Amendment”); and

WHEREAS, the Board of Directors seeks to approve the First Amendment.

NOW THEREFORE, BE IT RESOLVED, the Board does, hereby, adopt this Resolution approving the First Amendment to the Interim General Manager’s Employment Agreement Between Robert Roberson and the San Miguel Community Services District, attached hereto as Exhibit A.

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 22nd day of February, 2018.

John Green, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Rob Roberson, Interim General Manager

Douglas L. White, District General Counsel

EXHIBIT A

**FIRST AMENDMENT TO TEMPORARY EMPLOYMENT AGREEMENT
BETWEEN ROBERT ROBERSON AND THE SAN MIGUEL
COMMUNITY SERVICES DISTRICT FOR EMPLOYMENT
OF INTERIM GENERAL MANAGER**

This First Amendment to the Temporary Employment Agreement (“First Amendment”) is made and entered into on this 22nd day of February, 2018 (“Effective Date”), by and between the San Miguel Community Services District (“District”), a California political subdivision, and Robert Roberson, an individual (“Employee”). Employer and Employee, to this Second Amendment, may be referred to hereinafter as a “Party” or collectively as the “Parties”. There are no other parties to this First Amendment.

RECITALS

A. The Parties entered into an Agreement for Employment of Interim General Manager on June 10, 2017 (“Agreement”), which provides the terms and conditions of Employee’s employment.

B. The Agreement indicated that Employee shall continue to perform the duties of an Interim General Manager until the District hires a permanent General Manager or until the Agreement is terminated by one or both Parties.

C. The Parties now desire to amend the terms and conditions of the Agreement.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Parties agree as follows:

AGREEMENT

Section 1. Incorporation of Recitals. The recitals set forth above are incorporated herein by this reference and made a part of this First Amendment. In the event of any inconsistencies between the recitals and section 1 through 11 of this First Amendment, section 1 through 11 will prevail.

Section 2. Effect of Original Agreement. Except as otherwise provided herein, all provisions, defined terms, and obligations in the original Agreement remain in full force and effect. The Parties agree that they continue to be bound by all terms of the Agreement, except as modified by this First Amendment. All capitalized terms used in this First Amendment, which are not otherwise defined in this First Amendment, shall have the meanings given to such terms in the Agreement.

Section 3. Definition of Agreement. The Agreement, attached hereto as **Exhibit A** together with this First Amendment, collectively make and are defined together to collectively be the “Agreement”.

Section 4. Amendments. The Agreement is amended as follows:

1. Section 11 of the Agreement, “Compensation for Interim General Manager Services,” is amended to read as follows:

During the Term of this Agreement, Employee shall continue receiving compensation for his service as Fire Chief, as set forth in the Fire Chief Agreement, and shall receive separate compensation for his service as Interim General Manager, as set forth in this Section 11. For his service as Interim General Manager, the District shall pay Employee the sum of Forty Thousand Dollars (\$40,000.00) per annum, beginning upon the Effective Date of this Agreement and terminating on June 30, 2019, with rights of either Party to renew under the same terms, unless this Agreement is terminated earlier pursuant to Section 14, as amended.

Payments will be made on regularly scheduled payroll dates, and shall be subject to all applicable payroll and withholdings. Such compensation shall be the only compensation the District pays and the Employee receives for Employee’s Interim General Manager services under this Agreement.

2. Section 14 of the Agreement, “Resignation and Termination,” is amended to read as follows:

Nothing in this Agreement shall prevent, limit or otherwise interfere with Employee’s right to resign at any time from his position as Interim General Manager of the District. Employee may terminate this Agreement by submitting written notice of his resignation to the District. Employee shall give the District sixty (60) days’ prior written notice of his intention to resign.

Employee serves at the pleasure of the District and nothing herein shall be taken to prevent, limit, or otherwise interfere with the District’s right to terminate the services of Employee at any time, with or without cause. The District shall give Employee sixty (60) days’ prior written notice of its intent to terminate the services of Employee as Interim General Manager.

This Agreement is the sole and exclusive basis for an employment relationship between Employee and the District. In the event the District terminates Employee’s employment for any reason, Employee shall not receive any severance payment.

Section 5. Integrated Agreement. The Agreement, as modified by this First Amendment contains all of the agreements of the Parties and all previous understandings, negotiations and agreements are integrated into the Agreement.

Section 6. Severability. In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this First Amendment are declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this First Amendment, which are hereby declared as severable and shall be interpreted to carry out the intent of the Parties herein.

Section 7. Counterparts. This First Amendment may be executed simultaneously and in several counterparts, each of which shall be deemed an original, but which together shall be deemed one and the same instrument.

Section 8. Authority. All Parties to this First Amendment warrant and represent that they have the power and authority to enter into this First Amendment and the names, titles and capacities herein stated on behalf of any entities, persons, states, or firms represented or purported to be represented by such entities, persons, states or firms and that all former requirements necessary or required by the state or federal law in order to enter into this First Amendment had been fully complied with.

Section 9. Document Preparation. This First Amendment will not be construed against the Party preparing it, but will be construed as if prepared by all Parties.

Section 10. Advice of Legal Counsel. Each Party acknowledges that it has reviewed this First Amendment with its own legal counsel and based upon the advice of that counsel, freely entered into this First Amendment.

Section 11. Attorney's Fees and Costs. If any action at law or in equity, including action for declaratory relief, is brought to enforce or interpret provisions of this First Amendment, the prevailing Party shall be entitled to reasonable attorney's fees and costs, which may be set by the court in the same action, or in a separate action brought for that purpose, in addition to any other relief to which such Party may be entitled.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, this First Amendment has been entered into by and between Employer and Employee as of the Effective Date.

DISTRICT:

San Miguel Community Services District, a California political subdivision

By: _____
John Green, President

Date Signed: _____

EMPLOYEE

Robert Roberson, an individual

Robert Roberson

Date Signed: _____

Approved as to Form:

By: _____
Douglas L. White, General Counsel

Dated: _____

EXHIBIT A
INTERIM EMPLOYMENT AGREEMENT



San Miguel Community Services District

Board of Directors Staff Report

February 22, 2018

AGENDA ITEM: XI - 6

SUBJECT: Review and Discuss rate study summary material as provided by Bartle Wells.

RECOMMENDATION: Review rate study summary material with Director of Utilities and District Engineer and provide feedback.

BACKGROUND:

At the January Board meeting the initial rate study information was provided to the board. At that meeting the Board requested additional information to be provided with other options in order to understand the full gravity of the rate increases proposed.

Since the Board approved the original proposal for the rate study in December of 2016 the information that was provided to Bartle Wells to complete the rate study has been continually updated.

Information, for water and wastewater, provided for the Rate Study includes;

- Current rates for all customer types
- Current Connection fees for new connections
- Actual water usage, meter size and fees paid by customer, per from 2014 to current
- Approved budgets from 2014-15, 2015-16, 2016-17, 2017-18 and a very preliminary budget from 2018-19
- Actual operational costs for all years from 2014 to 2017
- Prior year audits
- Depreciation schedules
- Projected staffing levels and associated cost for the next 5 years
- The approved Wastewater and water master plans
- The Capital projects list and estimated cost (in todays dollars) as outlined in the master plans with a timeline of implementation.
- A breakdown of capital projects between necessary for the continued operation of the district and necessary for development.
- Some estimations had to be made of ongoing costs that have been extreme over the last few years, such as legal fees, in order to not overly inflate the operational budget.

- Prior Rate Study performed by Tuckfield and Associates in 2007

Due to the sheer amount of raw data that was provided to Bartle Wells we are only providing a summary of the raw data.

Information such as the Water and Wastewater Master plans, Prior Rate study, previous audits, and the approved budgets are available at the District office for review upon request.

NEXT STEPS:

Review the information provided and provide comments and feedback to staff to potentially incorporate into a rate structure to be reviewed and potentially accepted at the next Board meeting.

Once a rate structure is accepted by the Board, and the Board approves proceeding with the Prop 218 official notices will be sent to property owners and posted in the local paper as required.

FISCAL IMPACT

None at this time, information in this report is for informational purposes only

RECOMMENDATION

Review rate study support material with Director of Utilities and District Engineer and provide feedback.

PREPARED BY:

Kelly Dodds

Kelly Dodds, Director of Utilities

Attachment: POWER POINT FROM BARTLE WELLS



2017-18 Water and Wastewater Rate Study
February 22, 2018



BARTLE WELLS ASSOCIATES
INDEPENDENT PUBLIC FINANCE ADVISORS

Water Enterprise

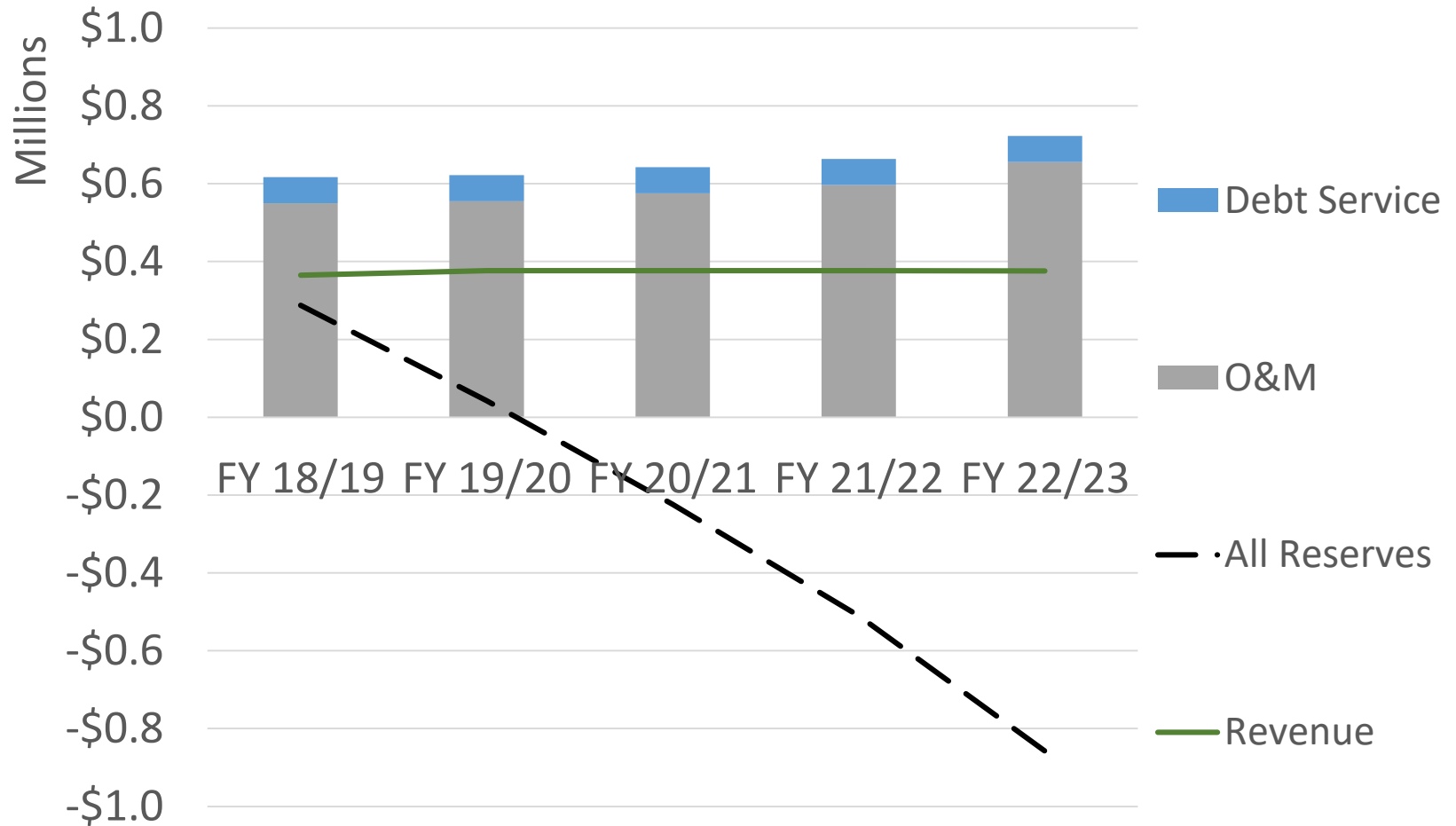


Water Fund Key Issues

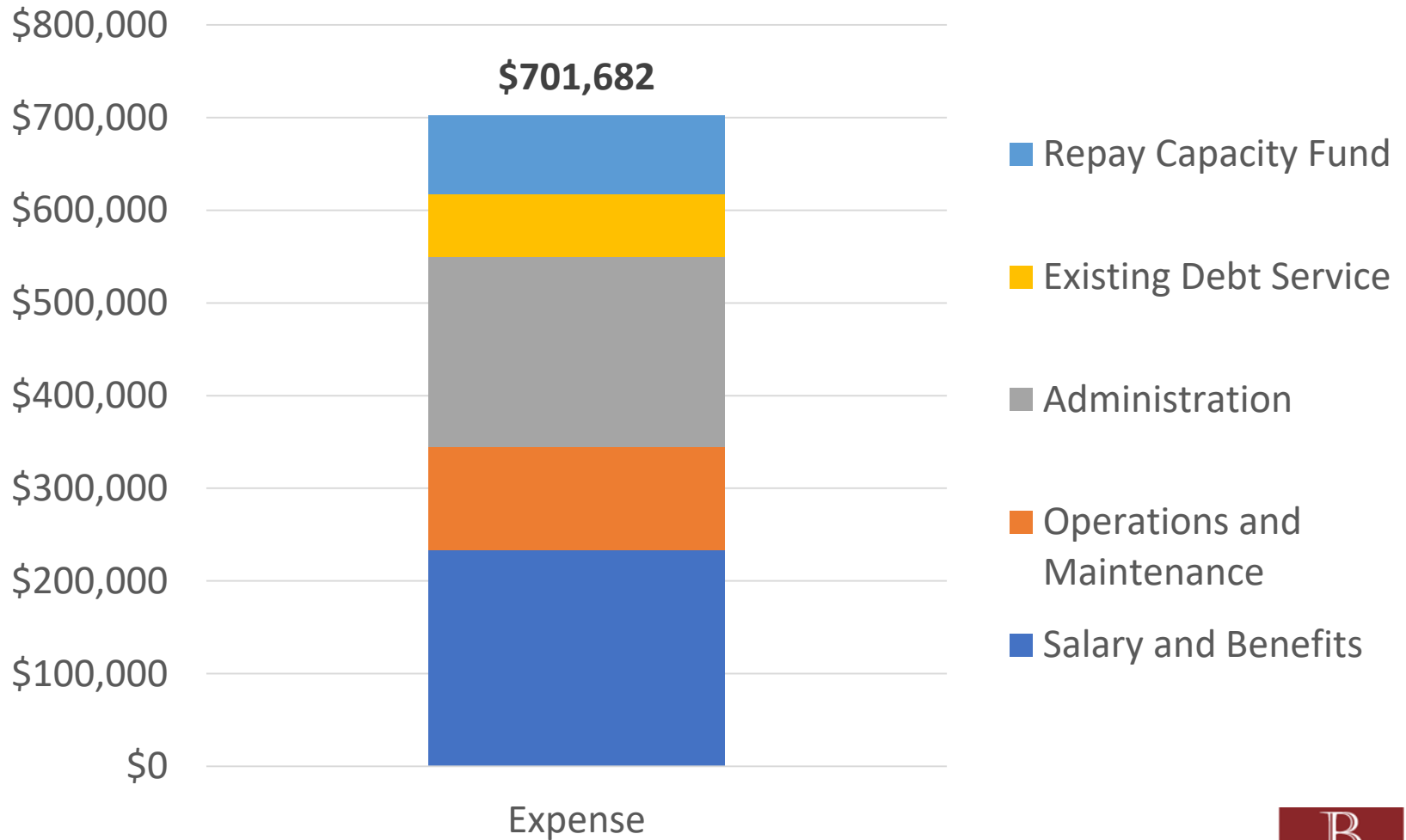
- **Operating fund deficit**
 - FY 18/19 projected operating deficit \$336,722
 - To only pay for existing operations (no capital or additional debt service) a 100% rate revenue increase is needed
 - With no rate increase the District will have zero funds in FY 20-21
- **Projected reserves end of FY 17/18**
 - Operating: \$0
 - Capacity: \$445,261
- **Ten-year capital plan (adjusted for inflation)**
 - \$12.5 million



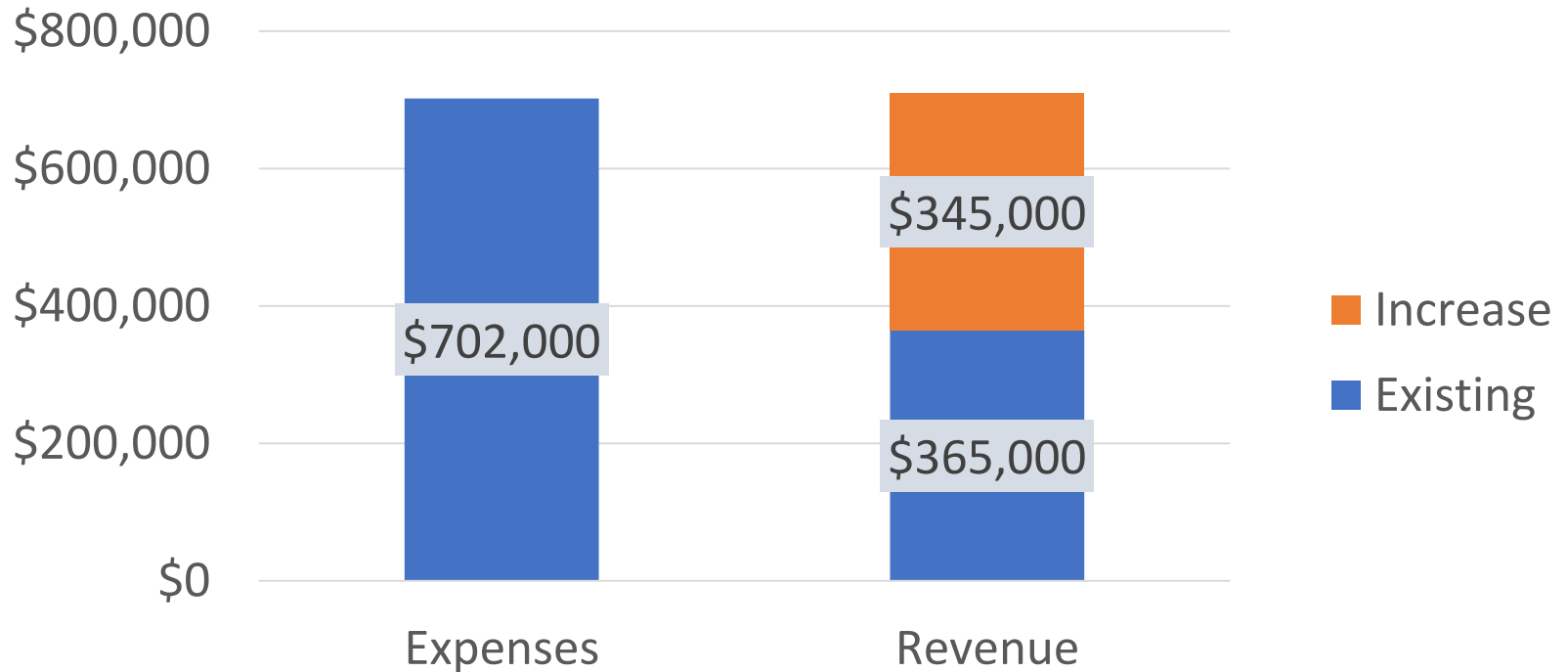
Water Five-Year Financial Plan With No Rate Increase



Water FY 18-19 Operating Budget



Water FY 18-19 Operations Funding Requires 100% Rate Increase

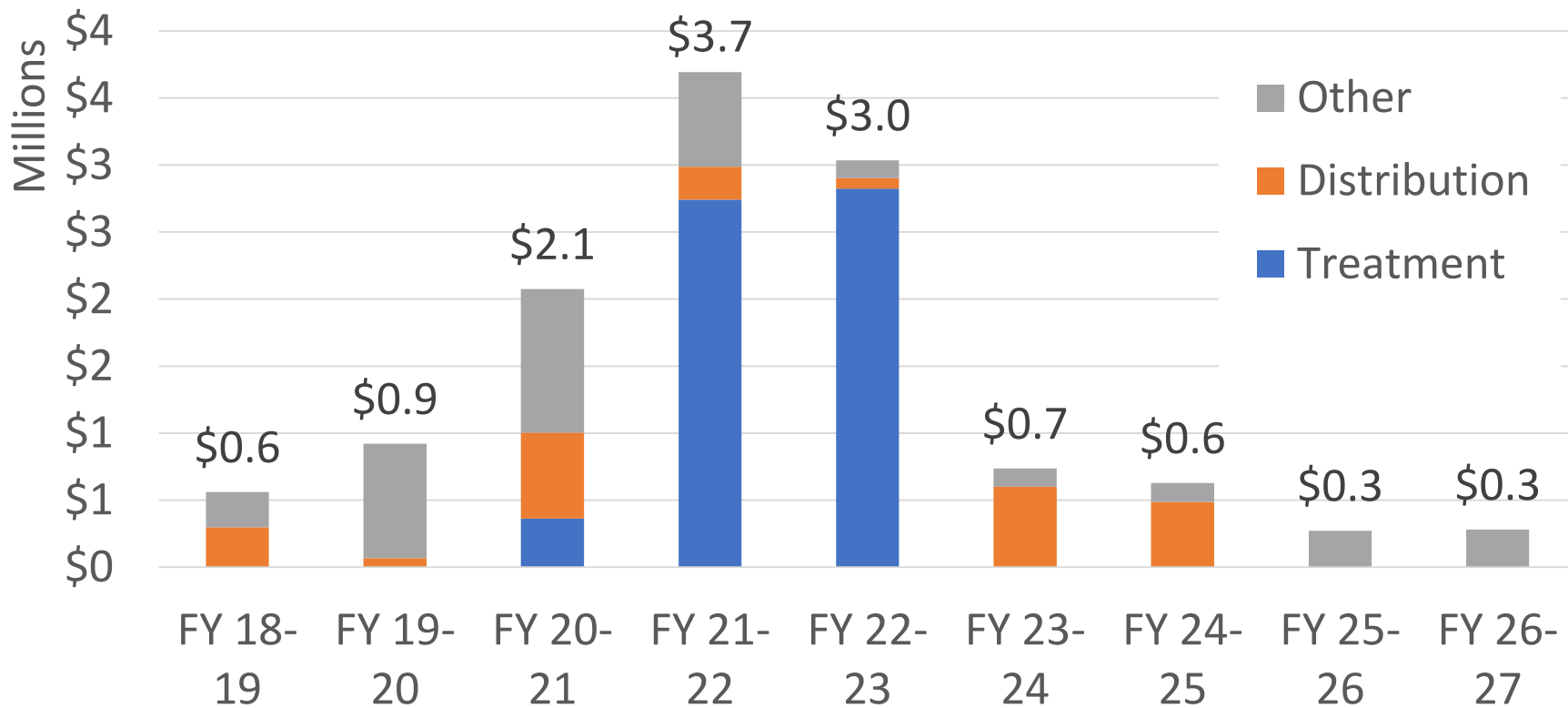


Five-year revenue increases to only fund operations

FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
100.0%	3.0%	3.0%	3.0%	3.0%

Ten-Year Water Capital Plan

- Projected capital spending of **\$12.5 million** (inflation included)



Ten-Year Water Capital Plan

Project	Start Year	Project Cost*	Estimated Grant Funding*
SLT Well Arsenic Blending Line	FY 17-18	\$157,000	\$0
Replacement of wtr line at 11th and RR and 10th and Mission	FY 17-18	\$318,185	\$298,185
Replace 4" water line in "L" & "K" alley	FY 20-21	\$641,842	\$0
Replace 4" and 3" wtr lines in Mission & "L" alley bet.	FY 19-20	\$67,367	\$0
New 8" Water line on Mission between 11th and 14th	FY 21-22	\$147,407	\$0
Replace 4" water line in "N " st alley between 11th and 12th	FY 21-22	\$98,272	\$0
NEW water well	FY 18-19	\$800,698	\$800,698
Water treatment systems for well 3, 4, SLT	FY 20-21	\$5,927,399	\$3,144,819
SLT Pressure System inc Booster and Fire Pumping Facility	FY 22-23	\$1,163,344	\$0
SLT Storage Tank Replacement	FY 19-20	\$1,387,483	\$0
Water Meter Replacement (Annual Ongoing)	FY 17-18	\$192,117	\$0
Groundwater Sustainability Plan (GSP)	FY 17-18	\$30,000	\$0
Replace/ Rebuild access road to water tank	FY 18-19	\$209,090	\$0



Water Five-Year Rate Revenue Increases With Capital

- Rate increases with 30 new connections and no connection fee increase

FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
190.0%	3.0%	3.0%	3.0%	3.0%

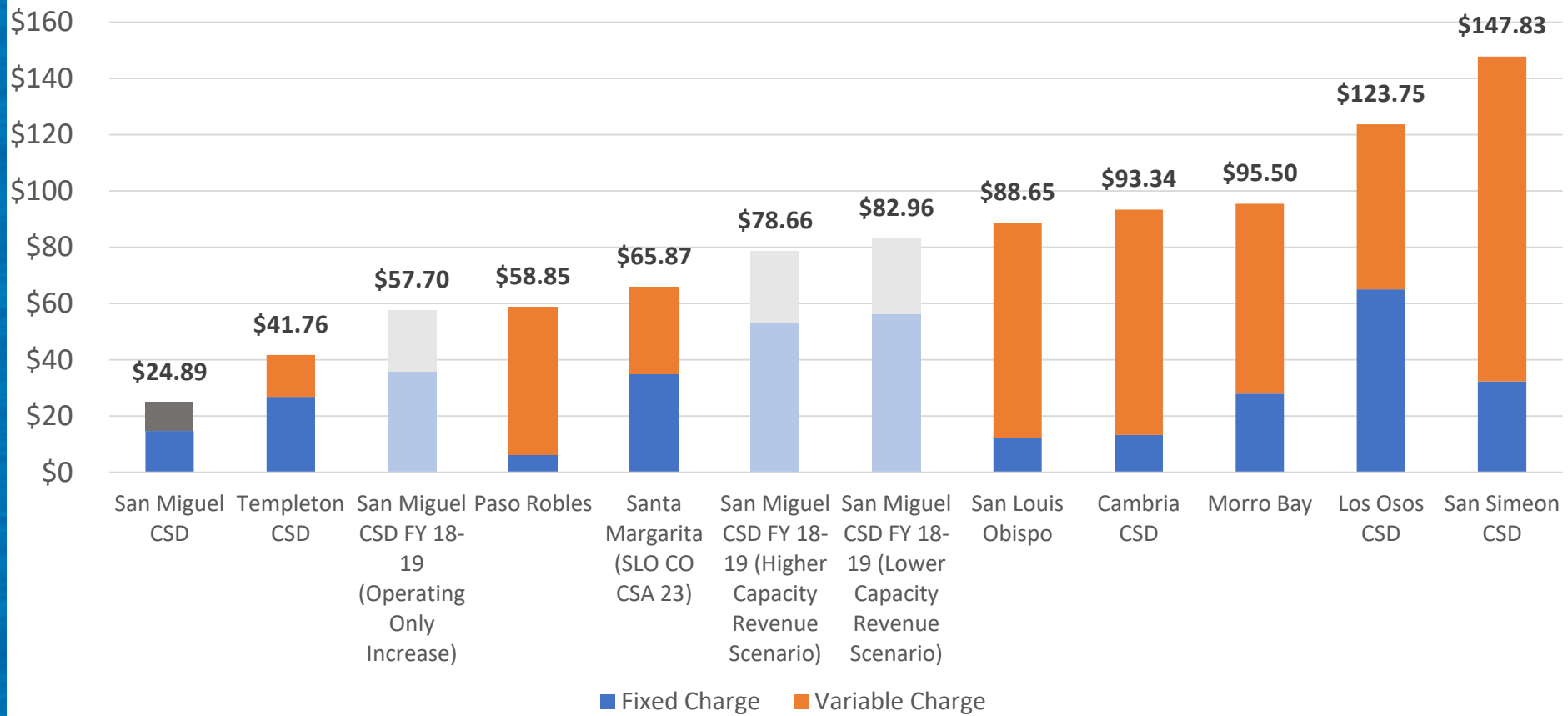
- Rate increases with 95 new connections and a connection fee increase to \$12,500

FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
175.0%	3.0%	3.0%	3.0%	3.0%



Monthly Residential Water Rate Survey

Average use of 10 ccf



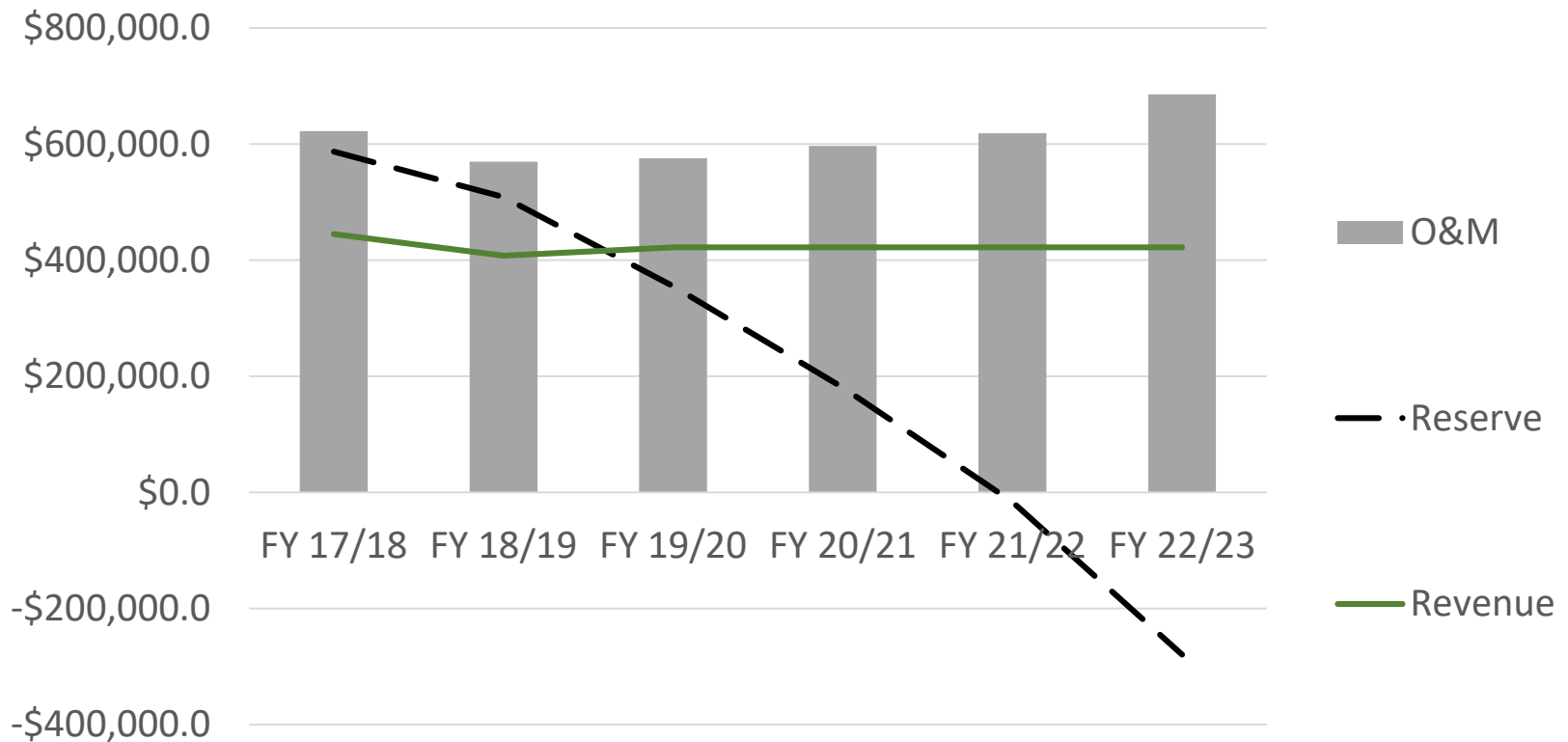
Wastewater Enterprise



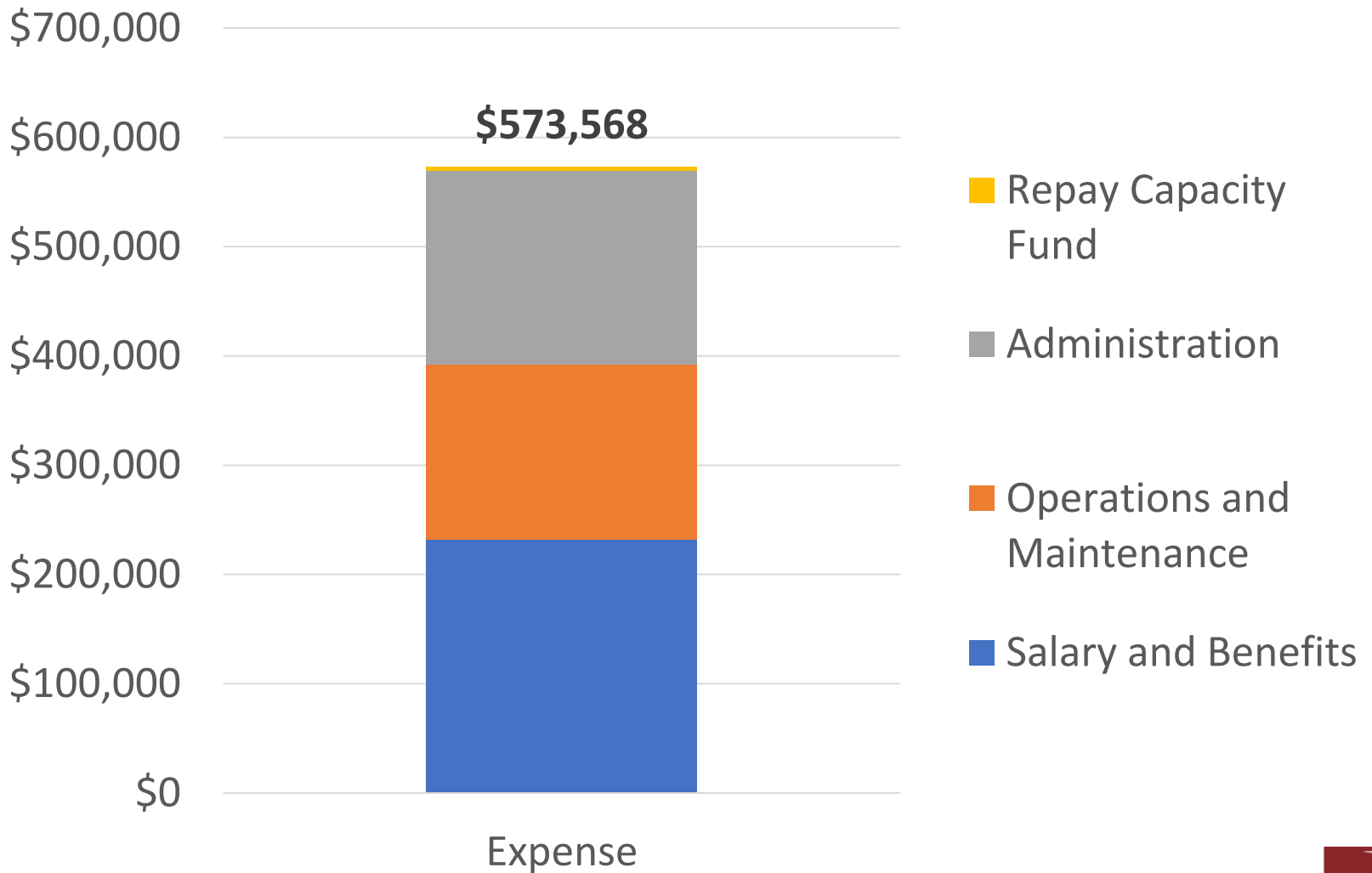
Wastewater Fund- Key Issues

- **Operating fund deficit**
 - FY 17/18 projected operating deficit \$177,221
 - To only pay for existing operations (no capital or additional debt service) a 50% rate increase is needed
 - With no rate increase the District will have zero funds in FY 21-22
- **Projected reserves end of FY 17/18**
 - Operating: \$0
 - Capacity: \$372,194
- **Ten-Year Capital Plan (Adjusted for Inflation)**
 - \$12.7 million

Wastewater Five-Year Financial Plan With No Rate Increase

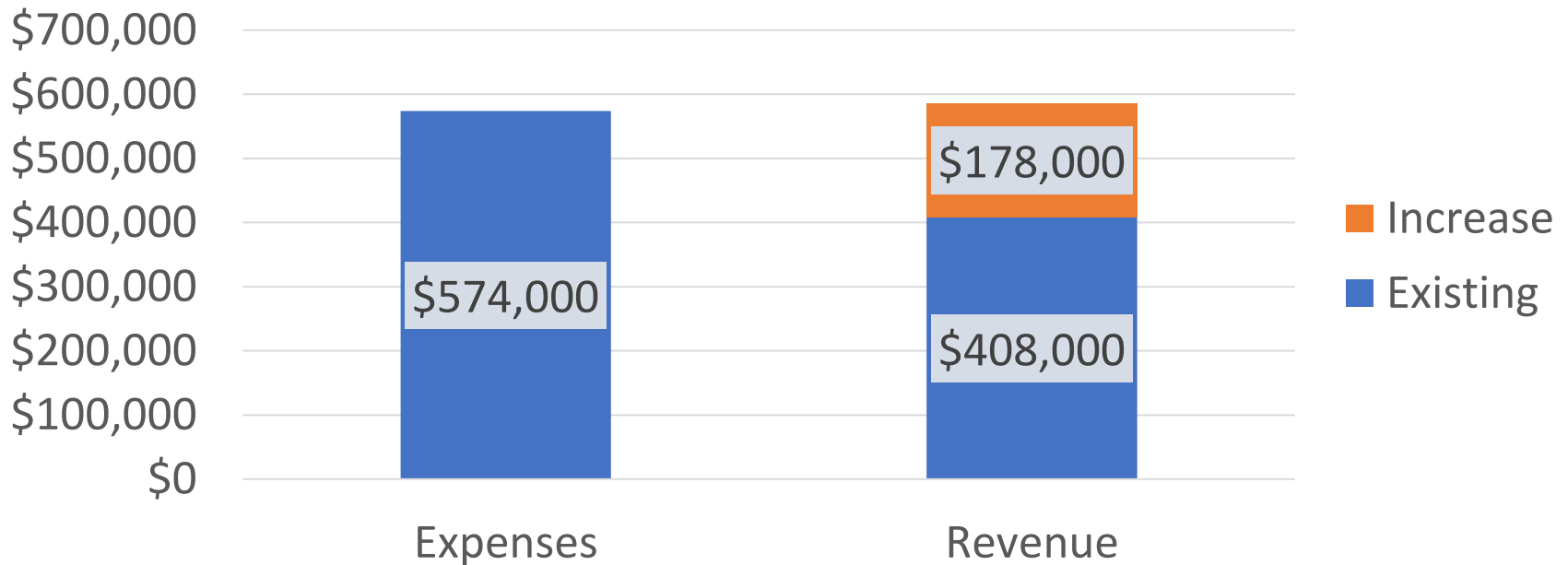


Wastewater FY 18-19 Operating Budget



Wastewater FY 18-19 Operations Funding Requires 50% Rate Increase

- No remaining operating reserves after FY 17-18



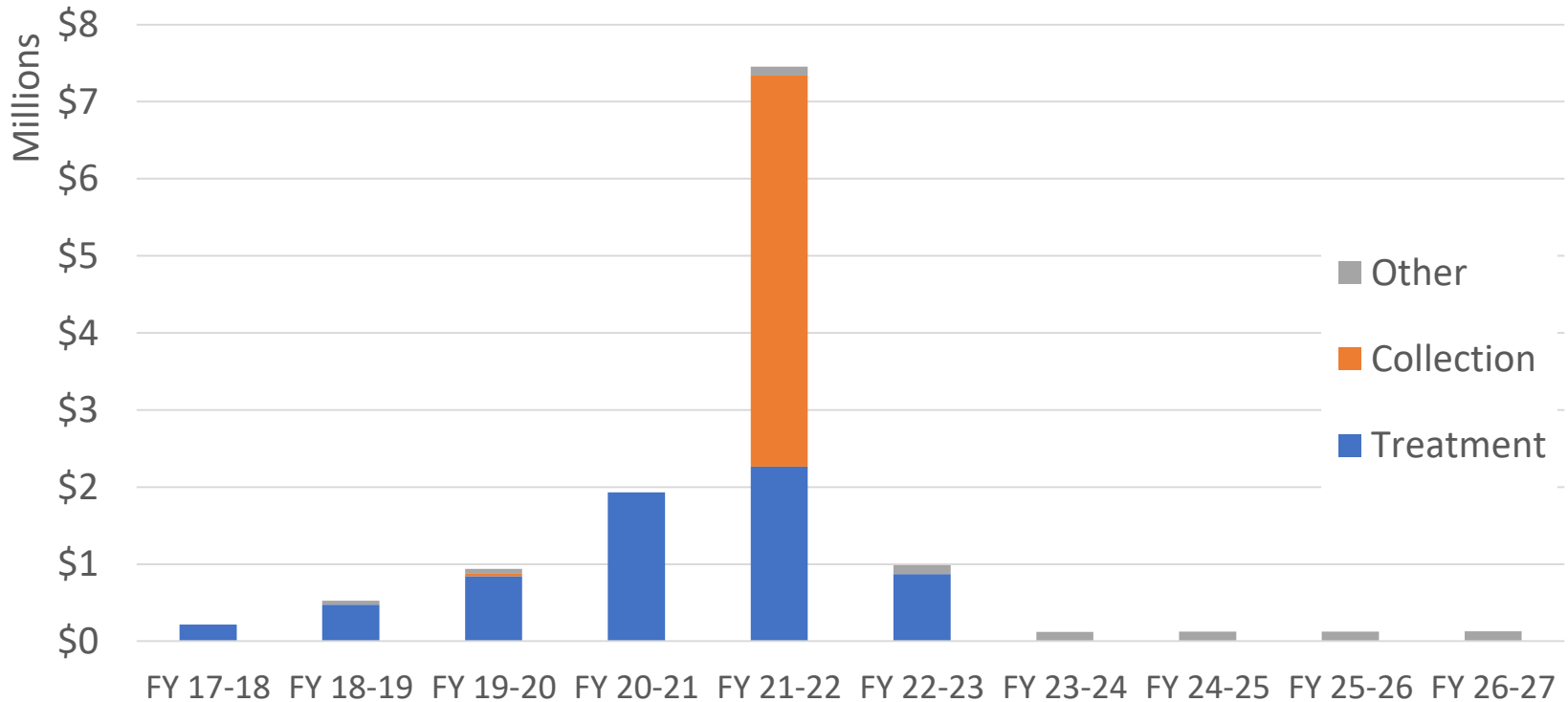
Five-year revenue increases to only fund operations

FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
50.0%	3.0%	3.0%	3.0%	3.0%



Ten-Year Wastewater Capital Plan

- Total Capital Spending **\$12.7 Million**



Ten-Year Wastewater Capital Plan

Project	Start Year	Project Cost*	Estimated Grant Funding*
Wastewater Aerator Project	FY 17-18	\$215,000	\$0
16th street Diversion Structure	FY 19-20	\$39,784	\$0
Multi year sewer line lining and manhole rehab	FY 21-22	\$5,077,140	\$0
WWTP land aquasition for future expansion	FY 18-19	\$267,800	\$0
Wastewater treatment plant upgrade	FY 18-19	\$3,625,488	\$1,812,744
Reclaimed water treatment processes at the WWTP	FY 19-20	\$2,493,898	\$1,246,949
Evaluation assessment of off stream recharge basins	FY 18-19	\$104,545	\$0



Five-Year Revenue Increases With Capital

- Rate increases with 30 new connections and no connection fee increase

FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
<i>150.0%</i>	<i>3.0%</i>	<i>3.0%</i>	<i>3.0%</i>	<i>3.0%</i>

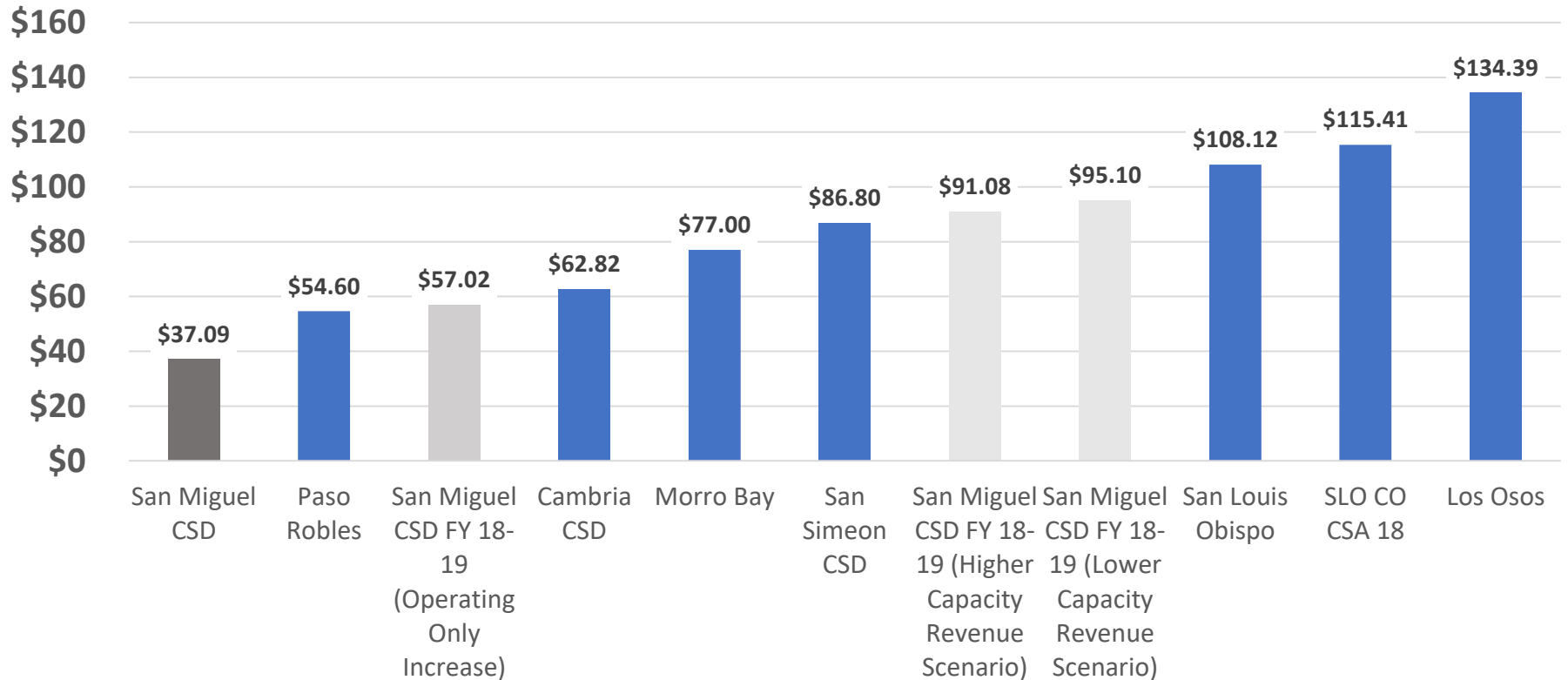
- Rate increases with 95 new connections and a connection fee increase to \$12,200

FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
<i>140.0%</i>	<i>3.0%</i>	<i>3.0%</i>	<i>3.0%</i>	<i>3.0%</i>



Monthly Residential Sewer Rate Survey

Monthly Residential Sewer Rate Survey



Next Steps

March 22,
2018

- Present rates and seek Board permission to issue 218 Notice

May 25,
2018

- Public hearing and ordinance adoption

June 1,
2018

- Rates implemented

Questions and Comments?

