



Agenda

San Miguel Groundwater Sustainability Agency

BOARD OF DIRECTORS

Ashley Sangster, President
Ward Roney, Director

Raynette Gregory, Director

Anthony Kalvans, Vice President
Hector Palafox, Director

THURSDAY, July 22nd, 2021

6:00 P.M. Opened Session

BOARD OF DIRECTORS 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.

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I. Call to Order: 6:00 PM

II. Pledge of Allegiance:

III. Roll Call: Sangster ___ Palafox___ Kalvans___ Gregory ___ Roney___

IV. Approval of GSA Meeting Agenda:

M_____ S_____ V_____

V. ADJOURN TO CLOSED SESSION:

A. CLOSED SESSION AGENDA: None

VI. Call to Order for Regular Board Meeting/Report out of Closed Session: N/A

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

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

VIII. Special Presentations/Public Hearings/Other: None

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

X. CONSENT CALENDAR:

1. Review and Approve Board Meeting Minutes:

a. 03-25-2021 Draft Meeting Minutes

The items listed above 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.

XI. BOARD ACTION ITEMS:

1. Discuss and appoint Director Gregory as the representative on the Paso Basin Cooperative Committee and Interim General Manager as the Alternate.

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

M_____ S_____ V_____

2. Receive and File the Invoice dated 04-16-2021 (SM_20210416) GSI Water Solution, Inc. for payment for proportional share of the "Paso Robles Basin 2nd Annual RPT" for \$222.29.

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

M _____ S _____ V _____

- 3. **Receive and File the Invoice dated 05-13-2021 (SM_20210513) GSI Water Solution, Inc. for payment for proportional share of the "Paso Robles Basin 2nd Annual RPT" for \$14.88.**

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

M _____ S _____ V _____

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 GSA MEETING: TBD

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 SMCS D office on July 15, 2021.

Date: July 15, 2021.

Ashley Sangster
 Ashley Sangster President, Board of Directors

Rob Roberson
 Interim General Manager

Tamara Parent
 Tamara Parent, Board Clerk/ Accounts Manager

SAN MIGUEL COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
GROUNDWATER SUSTAINABILITY AGENCY MEETING MINUTES

Thursday, March 25, 2021

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

- I. Call to Order by Director Ashley Sangster: 6:04 PM
- II. Pledge of Allegiance led by Director Hector Palafox.
- III. Roll Call: Directors Present: Sangster Palafox Kalvans Gregory Roney
Directors Absent: Kalvans, and Roney
- IV. Approval of GSA Meeting Agenda:
Motion by Director Ashley Sangster to approve Meeting Agenda as presented.
Seconded by Director Raynette Gregory.
Motion was approved by Voice Vote of 3 AYES 0 NOES 2 ABSENT.
- V. ADJOURN TO CLOSED SESSION
 - A. CLOSED SESSION AGENDA: None
- VI. Call to Order for Regular Board Meeting/Report out of Closed Session: N/A
- VII. Public Comment and Communications for items not on the Agenda: None
- VIII. Special Presentations/Public Hearings/Other: None
- IX. Staff & Committee Reports – Receive & File: None
- X. CONSENT CALENDAR:

Public Comment: None

1. **Review and Approve Board Meeting Minutes:**

a. 01-07-2021 Draft Meeting Minutes

Motion made by Director Sangster to approve Draft Meeting Minutes of 1-7-2021
Seconded by Director Palafox.

Motion was approved by Voice Vote of 3 AYES, 0 NOES, and 2 Absent.

XI. BOARD ACTION ITEMS:

1. **Receive and File the Invoice dated 01-11-2021 (SM_20210111) GSI Water Solution, Inc. for payment for a proportional share of the “Paso Robles Basin 2nd Annual RPT” for \$327.24.** Director of Utilities Kelly Dodds spoke to the Board about this invoice.

Board Comments: Director Sangster said my only question is are the shares still the same? Are they still 3.030? Utilities Director Kelly Dodds said yes, it has been 3.030 since Heritage Ranch was released from the Basin.

Public Comments: None.

Motion made by Director Sangster to Receive and File the Invoice dated 01-11-2021.
Seconded by Director Palafox.

Motion was approved by Vote of 3 AYES 0 NOES and 2 Absent.

2. **Receive and File the Invoice dated 02-16-2021 (SM_20210216) GSI Water Solution, Inc. for payment for a proportional share of the “Paso Robles Basin 2nd Annual RPT” for \$830.30.** Director of Utilities Kelly Dodds spoke to the Board of Directors about this invoice.

Board Comments: None.

Public Comments: None.

Motion made by Director Sangster to Receive and File the Invoice dated 2-16-2021 (SM 20210216)

Seconded by Director Palafox.

Motion approved by a Vote of 3 AYES 0 NOES and 2 Absent.

3. **Receive and File the Invoice dated 03-18-2021 (SM_20210318) GSI Water Solution, Inc. for payment for a proportional share of the “Paso Robles Basin 2nd Annual RPT” for \$475.41.**

Board Comments: Director Sangster asked what is the remaining share or remaining balance with GSI? Utilities Director Kelly Dodds replied it looks like the remaining balance in their contract is \$25,997.00 as of this invoice. There is not another one, yet. At this point, they submitted their report, and it is the next item on the agenda. At this

point, they submitted their report, and it has been approved by the cooperative committee. Utilities Director Kelly Dodds voiced that he imagines the remaining budget will be used in uploading it into the state registry and providing directions that come from that. Director Sangster said ok, we were in the “not to exceed cost” if I recall for this one. Utilities Director Dodds said yes. Director Sangster said our share, our portion was limited to a not to exceed amount if I remember. Utilities Director Dodds said yes and explained that he did not know what that amount was offhand. Director Sangster said no, I do not remember the cost either, but I do remember that we did stipulate that they could contract whether they wanted, and our share would not receive whatever threshold we said at that time.

Public Comments: None.

Motion to receive and file the Invoice dated 3-18-2021 (SM 20210318) made by Director Sangster.

Seconded by Director Palafox.

Motion approved by a Vote of 3 AYES 0 NOES and 2 Absent.

4. Review, Paso Robles Groundwater Basin GSP, 2nd annual report Final Draft.

(information only) [Paso Robles Subbasin Water Year 2020 Annual Report](#) Director of Utilities Kelly Dodds stated there were no changes submitted to the cooperative committee by this board or any other board. Dr. Reely, District Engineer, and I both reviewed it and did not find anything in need of review or modification so there was no issue there. If you have anything that bothers you about it then we can still bring it up before it is formally submitted by the end of the month. Otherwise, this is just received and file and authorizing to the SLO County Department of Public Works to submit it.

Board Comments: Director Sangster asked if there was anything that was surprising in the final report? Utilities Director Kelly Dodds said no, it was pretty much the same as the first annual report. They have adjusted some of the numbers as far as what the total usage by administering rural landowners and agricultural landowners. They are a little bit more correct and they make a little more sense. That was corrected in this report but GSI Solutions who did the first annual report also corrected them on their dime on the first report and that was a percentage also. Other than that pretty much the rest of the information is basically the same. They updated their models and it actually looks better than it did before. San Miguel still really is the same. We are not having the same problem not right now, at least not at this point. Director Sangster asked if there anything we should be concerned about based on the report as a water provider? Utilities Director Kelly Dodds replied no, since they cleaned up the usage numbers and the country cleaned up their model. They checked out the areas in the extreme overdraft that we are in and around the District so that helped the District in the last audit and until things really take a nosedive we really should not have to worry about much. Director Sangster said ok. One more time for public comments. Board Clerk/Accounts Manager Tamara Parent asked this is just received and file right? Utilities Director Dodds said yes, it is just to receive and file.

Public Comments: None

XII. BOARD COMMENT: None.

XIII. ADJOURNMENT TO NEXT TBD GSA MEETING: 6:14 p.m.

DRAFT



San Miguel Community Services District

Board of Directors Staff Report

July 22nd, 2021,

AGENDA ITEM: XI-1

SUBJECT: Discuss and appoint Director Gregory to the Paso Basin Cooperative Committee, and Interim General Manager Rob Roberson to Alternate.

RECOMMENDATION: Appoint Director Gregory to the Paso Basin Cooperative Committee, and Interim General Manager Rob Roberson to Alternate.

Since the departure of Director Parent, the Director of Utilities has served as the Representative on the Paso Basin Cooperative Committee (PBCC). This was with the intent that it would be temporary, and another Director would resume the representative role.

District Engineer and Director of Utilities have discussed the possible appointments and feel that Director Gregory would be the best fit to this position.

At this time, we are requesting that the Board appoint Director Gregory to this position with the Interim General Manager serving as the alternate. The Director or Utilities will then serve as the staff representative at the PBCC staff meetings.

FISCAL IMPACT

No additional cost will be incurred for this appointment, some savings will be realized as the District Engineer will accrue less hours at the staff meetings.

PREPARED BY:

Kelly Dodds

Director of Utilities


City of Paso Robles
Administrative Services Department

 821 Pine Street, Suite A
 Paso Robles, CA 93446

INVOICE
INVOICE #SM_20210416
CUSTOMER # 5922

PAID 4-27-2021

DATE: 04-16-2021
TO:

 San Miguel Community Services District
 Attn: Rob Roberson, Interim General Mgr.
 1150 Mission Street
 San Miguel, CA 93451
 Email: rob.roberson@sanmiguelcsd.org
Tamara.parent@sanmiguelcsd.org
FOR SERVICE PROVIDED BY:

 City of Paso Robles
 Public Works Department
 1000 Spring Street
 Paso Robles, CA 93446-7392
 Phone (805) 237-3861 Fax (805) 237-3904

GL 407-23090

DESCRIPTION	Total Invoice	Share %	AMOUNT
Proportional Share of the "Paso Robles Sub-Basin 2nd Annual Rpt" GSI Water Solutions, Inc. Invoice No. 0824.002-4 Dated 04-13-2021 (copy attached)	7,336.25	3.030%	\$222.29
TOTAL DUE:			\$222.29

Make all checks payable to: City of Paso Robles
And return to: City of Paso Robles
Attn: Catherine Piatti, Finance Mgr.
821 Pine Street, Suite A
Paso Robles, CA 93446-2881

PLEASE INCLUDE COPY OF INVOICE WITH YOUR PAYMENT

*****Remittance Copy*****



55 SW Yamhill Street, Suite 300
Portland, OR 97204
P: 503.239.8799
accounting@gsiws.com
www.gsiws.com

Christopher Alakel
City of El Paso de Robles
1000 Spring Street
Paso Robles, CA 93446

April 13, 2021
Invoice No: 0824.002 - 4

Project 0824.002 Paso Robles Subbasin GSP Second Annual Report, WY2020

Activities this Billing Period:

- Respond to comments from Public Draft of Annual Report
- Meet with GSA staff on March 4
- Present results of report to PBCC on March 17
- Coordinate with DWR to gain portal access
- Finalize and submit Final Water Year 2020 Annual Report
- Upload data and report to DWR portal

Professional Services from March 1, 2021 to March 31, 2021

Labor

	Hours	Rate	Amount	
Principal Hydrogeologist Sorensen, Paul	12.25	270.00	3,307.50	
Managing Hydrogeologist Page, Nathan	22.75	175.00	3,981.25	
Administrative Assistant Ma, Tao	.50	95.00	47.50	
Totals	35.50		7,336.25	
Total Labor				7,336.25

Project Summary

	Current Period	Prior Periods	Invoiced to Date
Total Billings	7,336.25	53,892.50	61,228.75
Authorized Budget			79,890.00
Budget Remaining			18,661.25

Total this Invoice \$7,336.25

Outstanding Invoices

Number	Date	Balance
3	3/3/2021	15,690.00
Total		15,690.00



City of Paso Robles
 Administrative Services Department
 821 Pine Street, Suite A
 Paso Robles, CA 93446

INVOICE

INVOICE #SM_20210513
CUSTOMER # 5922

DATE: 05-13-2021

TO:
 San Miguel Community Services District
 Attn: Rob Roberson, Interim General Mgr.
 1150 Mission Street
 San Miguel, CA 93451
 Email: rob.roberson@sanmiguelcsd.org
Tamara.parent@sanmiguelcsd.org

FOR SERVICE PROVIDED BY:
 City of Paso Robles
 Public Works Department
 1000 Spring Street
 Paso Robles, CA 93446-7392
 Phone (805) 237-3861 Fax (805) 237-3904

GL 600-23090

DESCRIPTION	Total Invoice	Share %	AMOUNT
Proportional Share of the "Paso Robles Sub-Basin 2nd Annual Rpt"			
GSI Water Solutions, Inc. Invoice No. 0824.002-5 Dated 05-06-2021 (copy attached)	491.25	3.030%	14.88
TOTAL DUE:			\$14.88

Make all checks payable to: City of Paso Robles
And return to: City of Paso Robles
Attn: Catherine Piatti, Finance Mgr.
821 Pine Street, Suite A
Paso Robles, CA 93446-2881

PLEASE INCLUDE COPY OF INVOICE WITH YOUR PAYMENT
*****Remittance Copy*****



55 SW Yamhill Street, Suite 300
 Portland, OR 97204
 P: 503.239.8799
 accounting@gsiws.com
 www.gsiws.com

Christopher Alakel
 City of El Paso de Robles
 1000 Spring Street
 Paso Robles, CA 93446

May 6, 2021
 Invoice No: 0824.002 - 5

Project 0824.002 Paso Robles Subbasin GSP Second Annual Report, WY2020

Activities this Billing Period:

- Provide responses and clarification of the volume of de minimus pumping in the Basin in response to Chairperson Arnold's questions
- Compile and submit GIS data

Professional Services from April 1, 2021 to April 30, 2021

Labor

	Hours	Rate	Amount	
Managing Hydrogeologist Page, Nathan	2.00	175.00	350.00	
GIS/Graphics/Database Kimmon, Wade	.75	125.00	93.75	
Administrative Assistant Ma, Tao	.50	95.00	47.50	
Totals	3.25		491.25	
Total Labor				491.25

Project Summary

	Current Period	Prior Periods	Invoiced to Date	
Total Billings	491.25	61,228.75	61,720.00	
Authorized Budget			79,890.00	
Budget Remaining			18,170.00	
			Total this Invoice	<u><u>\$491.25</u></u>