



Agenda

San Miguel Community Services District

BOARD OF DIRECTORS

John Green, President
Anthony Kalvans, Director

Ashley Sangster, Vice-President
Hector Palafox, Director Joseph Parent, Director

THURSDAY, SEPTEMBER 26th, 2019 6:30 P.M. Closed Session 7:00 P.M. Opened Session BOARD OF DIRECTORS REGULAR MEETING AGENDA

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

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

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

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

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

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

- I. **Call to Order:** **6:30 PM**
- II. **Pledge of Allegiance:**
- III. **Roll Call:** *Green*___ *Parent*___ *Palafox*___ *Kalvans*___ *Sangster*___
- IV. **Approval of Regular Meeting Agenda:**

M_____ S_____ V_____

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

A. CLOSED SESSION AGENDA:

- 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 LABOR NEGOTIATORS** (Pursuant to Government Code Section 54954.5(f) and Government Code Section 54957.6)
 Unrepresented Bargaining Units: Non-Management Non-Confidential Unit and Non-Management Confidential Unit
- 3. **CONFERENCE WITH DISTRICT GENERAL COUNSEL-ANTICIPATED LITIGATION**
 Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:

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

- 1. Report out of closed session by District General Counsel Seikaly

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:**

Non-District Reports:

- | | |
|---|---|
| <ul style="list-style-type: none"> 1. San Luis Obispo County Sheriff (Commander K. Scott) 2. San Luis Obispo County Board of Supervisors 3. San Luis Obispo County Planning and/or Public Works 4. San Miguel Area Advisory Council 5. Camp Roberts—Army National Guard (LTC Robert Horvath) | <ul style="list-style-type: none"> No Report No Report No Report No Report 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 & Asst. Fire Chief (Chief Roberson & Asst Chief Young) 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) 08-22-2019 Draft Regular Board Meeting

XI. BOARD ACTION ITEMS:

1. Review, Discuss, Receive and File the Enumeration of Financial Report for July 2019 #D and August 2019 (Freeman)

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

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

M_____ S_____ V_____

2. Review and approve RESOLUTION 2019-31 authorizing purchase and installation of computer towers and servers with Capital Reserves in an amount not to exceed \$18,000 from the Fire, Wastewater, and Water Capital Reserve Funds. (Dodds/ Mapalo)

Recommendation: Approve Resolution 2019-31 authorizing use of Capital Reserves to purchase and install replacement computer towers and servers.

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

M_____ S_____ V_____

3. Review and approve RESOLUTION 2019-32 authorizing \$21,000 from the Operational Budget: Repair and Maintenance to replace the Pump Motor and column piping at Well 3.

Recommendation: Approve Resolution 2019-32 \$21,000 from Operational Budget: Repair and Maintenance to replace the Pump Motor and column piping at Well 3.

Public Comments: (Hear public comments)

M_____ S_____ V_____

4. Review and Discuss implementing of Automated Bank Drafting (ACH) for Utility Billing Customers. (Parent)

Recommendation: Review implementation of ACH module for Utility Billing

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

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

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

Public Comments: (Hear public comments)

6. Discuss and provide direction to staff on how to proceed with the current 2nd floor remodel project at the San Miguel Fire Department (Young/Roberson)

Recommendation: Discuss and provide direction

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 10-24-2019

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 September 20, 2019

Date: September 20, 2019

Rob Roberson Rob Roberson, Fire Chief/Interim General Manager

John Green President Green, SMCS D

Tamara Parent Board Clerk/ Accounts Manager



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
 Ashley Sangster, Vice President
 Anthony Kalvans
 Joseph Parent
 Hector Palafox

Re: DISTRICT ENGINEER REPORT - SEPTEMBER 2019

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 10.0 MGAL (13,384 CCF) of water during the month of August 2019. This represents a decrease of approximately 7% from the prior month. No major failures or unexpected major expenditures were encountered within the water, wastewater or street lighting systems during the month.

MEETING PARTICIPATION

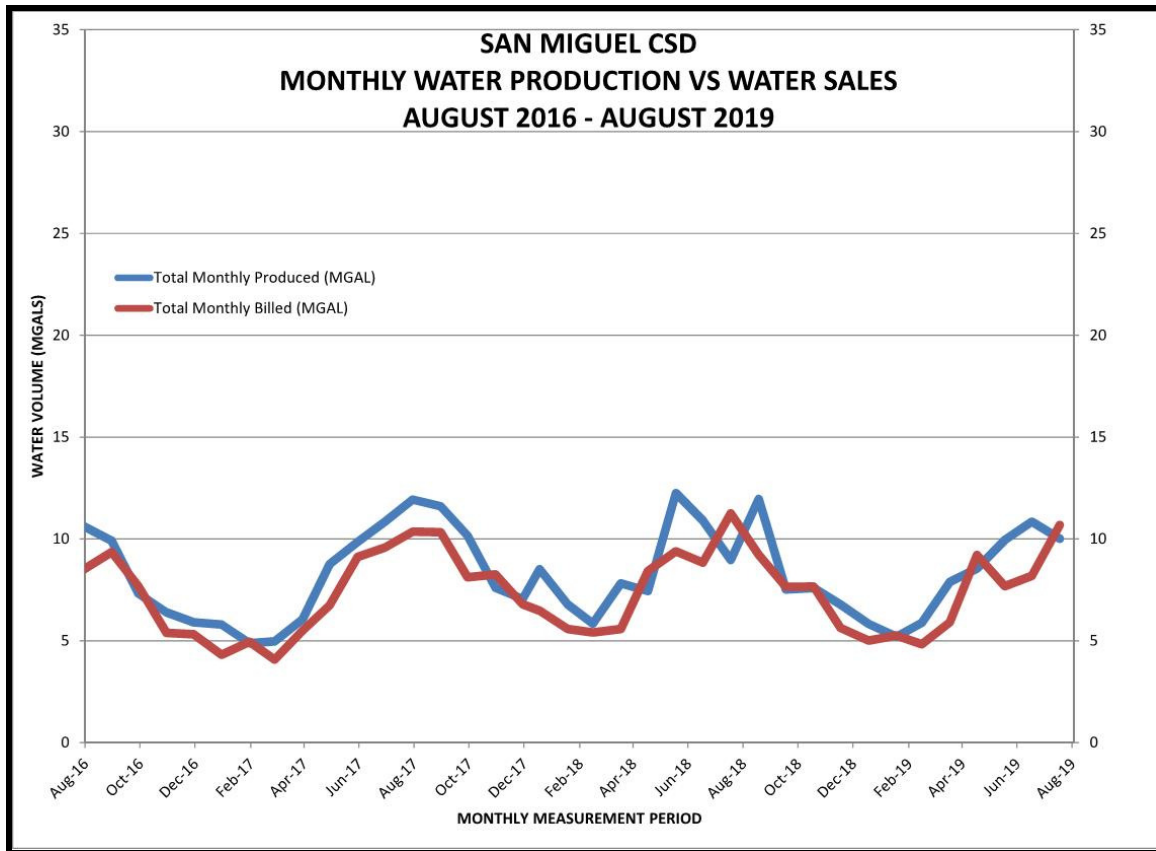
A brief summary of relevant issues that were discussed during meetings attended by the DE during the previous month are summarized below. (Note that routine meetings with SMCS staff are not included):

1. September 4, 2019: The DE and Director of Utilities attended a meeting with representatives of the E & J Gallo Winery Corporation in which the expansion of the District's WWTP was discussed.
2. September 10, 2019: The DE attended a meeting between SLO County Air Pollution Control staff to discuss permitting requirements for the new WWTP.
3. September 13, 2019: The DE participated in a meeting between all Paso Robles Groundwater Basin GSP Cooperative Committee staff in which the participants discussed the GSP Annual Report RFP consultant selection process and GSP implementation issues.

CIVIL ENGINEERING / HYDROLOGY

WATER PRODUCTION HISTORY

The following graph depicts the water production and sales for the proceeding 36-months.



CAPITAL IMPROVEMENT PROGRAM

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

1. **WWTP Aeration System Upgrade:** This project is on hold pending completion of the WWTP expansion / upgrade engineering final design at which time a decision will be made regarding further pursuit of this project. Recent conversations with the County and PG&E indicate that the program may be modified to allow for the funding to be used to partially fund the proposed WWTP expansion / upgrade project.
2. **Wastewater Treatment Plant Renovation / Upgrade & Recharge Basin Engineering Study:** The District is the recipient of \$177,750 Prop 1 IRWM DAC Involvement Grant Funds which have been used to fund a Wastewater Treatment Plant Upgrade and Recharge Basin Study. The DE has initiated work on this project. The following milestones have been completed to date:
 - Complete Data Collection / Document Review
 - Identify and Assess WWTP upgrade / expansion alternatives
 - Prepare Final of WWTP Upgrade / Expansion Engineering Report
 - Prepare Final Draft of Preliminary Groundwater Recharge Engineering Report

The Board authorized the DE to proceed with the engineering studies at the September 2018 regular meeting. All work to be performed in conjunction with the subject engineering study will be reimbursable from the \$177,750 Prop 1 IRWM DAC Involvement Grant Funds. Because of the DAC status, no matching funds are required. The DE made a presentation to the Board to summarize the results of the study to date and solicit input from the Board at the November 2108 Board meeting. The Board approved the Final WWTP Engineering Study at their regular January 2019 Board meeting.

The DE delivered the initial DRAFT of the Preliminary Groundwater Recharge Study Report and the CEQA "Initial Study" Report at the May 2019 Regular Board Meeting. The Preliminary Groundwater Recharge Study Report has been completed. The DRAFT CEQA "Initial Study" Report has been completed and can be finalized after a biological assessment and archeological assessment are completed. The District is currently awaiting award of grant funds from the DWR to complete these studies.

The District received the Sub-Recipient Agreement from the County of San Luis Obispo in February 2019 and the agreement was approved by the Board at the February meeting. Now that the agreement has been approved, the District will receive reimbursement for expenditures made to date which are associated with the WWTP Renovation / Upgrade & Recharge Basin Engineering Study. Based on the most recent information from the County, it appears that the reimbursement payments will be made in the Fall 2019.

Regarding additional funding, 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. We are currently in the process of investigating other grant funding opportunities for the permitting and construction phases of the plant expansion.

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 developer has completed the installation of all infra-structure and home construction has either been completed or is underway on 40 homes. In addition, construction of 20 new homes has either been completed or been started in the portion of the development that was acquired by Nino Development. All lots in this Tract have finished homes or homes that are under construction, There are no additional vacant.
- b) Tract 2779 (Nino - 34 lots) – All underground utilities have been installed and paving operations have been completed. New home construction is anticipated to begin by Nino Development immediately after the ongoing work in Tract 2527 has been completed.
- c) Tract 2647 Hastings The Bluffs - The developer has started construction on the initial three (3) residences.

GROUNDWATER SUSTAINABILITY AGENCY

The Montgomery & Associates GSP Consultant Team has completed the FINAL DRAFT of the complete Paso Robles Groundwater Basin GSP. The document has been posted on the County of San Luis Obispo GSP website:

[https://www.slocounty.ca.gov/Departments/Public-Works/Committees-Programs/Sustainable-Groundwater-Management-Act-\(SGMA\)/Paso-Robles-Groundwater-Basin/GSP-Development.aspx](https://www.slocounty.ca.gov/Departments/Public-Works/Committees-Programs/Sustainable-Groundwater-Management-Act-(SGMA)/Paso-Robles-Groundwater-Basin/GSP-Development.aspx)

In addition, the document has been posted on the Paso Robles Communication Portal (<https://www.pasogcp.com>) The public comment period on the Draft GSP is open until September 29, 2019. Comments from the public are being collected using a comment form. The form can be found online at (<https://www.pasogcp.com>).

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

September 18, 2019

Date



San Miguel Community Services District

UTILITY STATUS REPORT

8-17-19 Thru 9-20-19

AGENDA ITEM# IX.9

Well Status:

- Well 4 is fully operational - Well Level 103.8 8-30-19
- Well 3 is OUT OF SERVICE - Well Level 87.78 8-30-19
- SLT well is in service – Well Level 149.8’ 5-3-19

Water System status:

Water leaks this month: 1 This year: 15

Water related calls through the alarm company after hours this month: 0 this Year: 6

- Leak on service at 775 River Road
- Well 3 motor failure OUT OF SERVICE 9-6-19

Sewer System status:

Sewer overflows this month: 0 this year: 0

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

WWTF status:

- Staff is working on cleaning up the plant in preparation for the expansion.

State Water Resources Control Board (SWRCB):

- Nothing new to report

Lighting status:

- Working with PGE Rep to get remainder of the PGE owned street lights converted to LED.
- Also working on potential of PGE changing out Decorative Street lights on Mission with LED at a reduced cost to the District.

Solid Waste:

- Staff is continuing to work on options to provide additional recycling options to the community.
- E-Waste is now available to be dropped off at the WWTF. All drop offs are by appointment and or through San Miguel Garbage pickup.
- Mattress recycling council has provided informational brochures in English and Spanish which are available in our office and at San Miguel Garbage. A flyer was also sent out in the utility billing for August. English was sent last month, and Spanish was sent this month.
- Working with IWMA on specifics for the HHW site and IWMA funding for the site.
- Gathering information on a \$10,000 Micro Grant from the Mattress Council to improve mattress collection efforts by the District.
- Staff is currently working on revising the District Solid Waste Ordinance.

Project status:

- Working with PGE and Energy Watch to look at potential options to upgrade well pumps and controls to be more energy efficient.
- Working with Wilson Creek Communications to install Wireless internet at SM Reservoir radio tower.
- Working with San Miguel Chamber to get repairs made to the irrigation along Mission street.
- Tree at Well 4 was removed on Sept 2nd, and fencing repaired between our well yard and the neighbor's yard.
- Landscaping information will be brought back in October for additional review

Board requested information:

- Currently working on updating the inventory of tools and materials at the WWTF and Wells. Once complete we will be auditing the existing inventory and updating our photographic records of all inventoried items.
- Currently updating SOPs for Water and Wastewater field operations

Community Development Block Grant (CDBG)

- Working with the County on preliminary paperwork for CDBG funding to replace water lines on 10th and 11th streets (initial meeting 7/18/19)
- Met with the County regarding the FY 19-20 grant cycle to apply for funding for the WWTF expansion.

WWTP expansion and Aerator Upgrade

- See additional agenda item(s) for ongoing information

“N” St Property Acquisition:

- The County is currently going through the process to sell the N street properties through their real property surplus process. I spoke with the County and Supervisor Peschong's office and they are going to see what can be done to assist the District in purchasing the property. There isn't currently a price associated with the property, but the District will be able to acquire the property before a private party has the option. As information is available it will be passed on to the Board. (3/2019)

SLO County in San Miguel:

- County provided their 5 year overlay and sealing plan. The District will be working on making known repairs in the effected areas ahead of the scheduled overlays and sealing.
- The County has a contract to repair and replace sections of the sidewalk between 11th and 14th on Mission Street

Caltrans in San Miguel:

- Caltrans is underway on improvements to the HWY 101 corridor, for what will be a 2-year project. There are numerous on/off ramp closures (7-2019)

Rain in San Miguel:

2018	9"
1/5-6/19	.75"

1/7-17/19 1.75"
1/31-2/3/19 2"
2/4-17/19 .5"
2/18-3/20-19 3.25"

PREPARED BY:

Kelly Dodds

Kelly Dodds

Director of Utilities

Date: September 20th, 2019

San Miguel Community Services District Board of Directors Meeting



Staff Report

September 26th, 2019

AGENDA ITEM: IX 10

SUBJECT: Fire Chief Report for August 2019

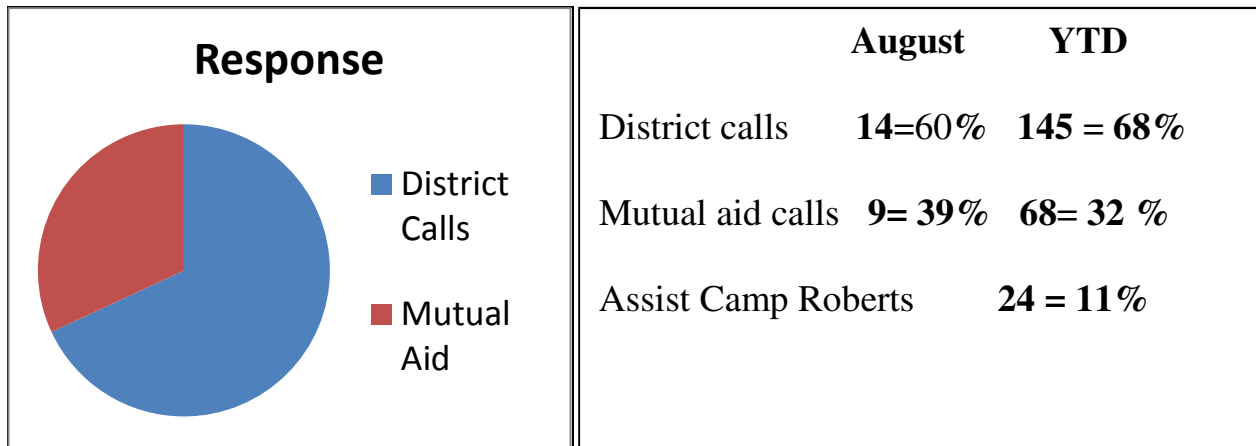
STAFF RECOMMENDATION: Receive and File Monthly Reports for the Fire Department

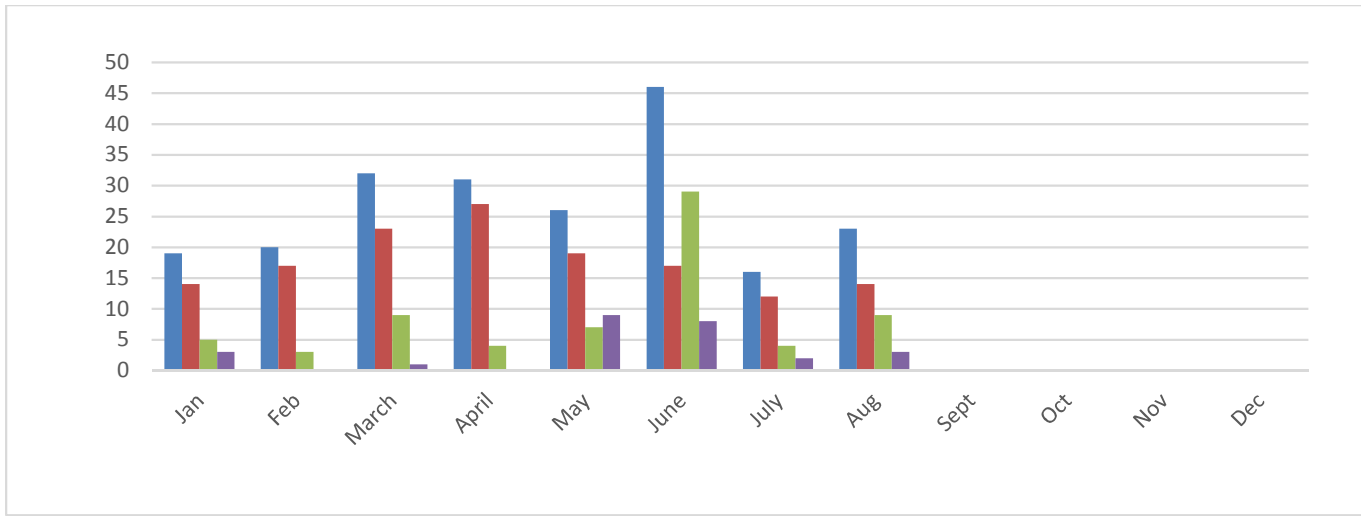
INCIDENT RESPONSE:

- Total Incidents for August 2019 **23**
- Average Calls for per 8 Months in 2019 26.6
- Total calls for the year to date **213**

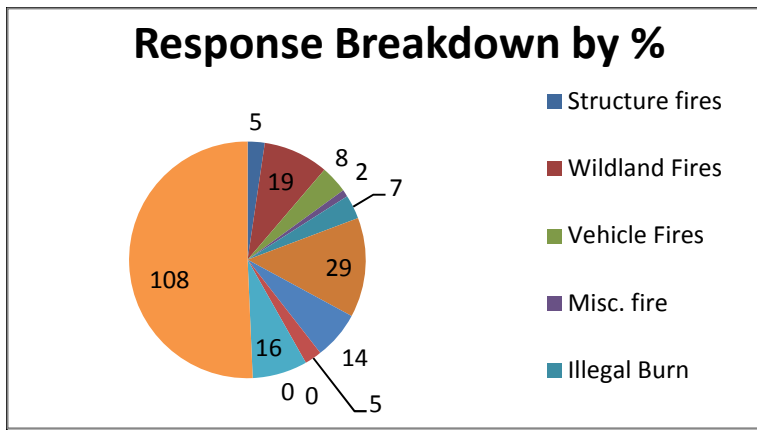
Emergency Response Man Hours in March = 46	total	524
Stand-By Man Hours for March = 7		<u>170</u>
	Total hr.	694

Emergency Response Man Hours = 2 hr. Per call for August		2.4 Per call for the year
Stand-By Average per Call = .3 Per call for, August		.79 Per call for the year





- Total calls
- District
- Mutual Aid
- Camp Roberts



For 213 calls for 8 Months in 2019

District Calls	145	68%
Mutual Aid	68	32%
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
Structure fires	5	2.3 %
Wildland Fires	19	9%
Vehicle Fires	8	3.7%
Misc. fire	2	.9%
Illegal Burn	7	3.2%
Vehicle Accidents	29	13.6%
False Alarms	14	6.5%
Haz Condition	5	2.3%
Haz Mat	0	0%
Stand by	0	0%
PSA	16	7.5%
Medical Aids	108	50.7%

Personnel:

We currently have 15 active members.

- 1 Chief
- 1 Asst. Chief/ Prevention Officer
- 2 Fire Captains
- 3 Engineers
- 6 Firefighters

2 new firefighters have applied for positions and are currently being trained. One has past wildland fire experience.

Finances:**Equipment:** All Engines and Equipment in Service**Activities:****August****Date Subject matter**

6 Engine Company Operations, Structure Fire Scene set up
13 Ladder Operations
20 RIC Team Ops
27 Association Meeting
30-31 Cruise and Car Show

Information:

- A 5 year Auto Aid Agreement has been signed and returned to San Luis County Fire

Prepared By:*Rob Roberson*

Rob Roberson, Fire Chief

FIRE EQUIPMENT

2019 MILEAGE / FUEL REPORT

IX-10

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	119	18.9	58	12.8	94	16.8	50	12.2	68	17	99	24.3	488	102	4.8
E-8687	60	10.6	37	18.5	16	0	18	0	86	34.6	352	74.8	569	138.5	4.1
E-8668	36	0	40	14.2	32	8.2	41	0	84.2	19.9	70.5	16.8	303.7	59.1	5.1
6 Month Total												1361	299.6	4.5	
Gas	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630	0	0	129	0	115	0	192	27.5	115	10	22.3	0	573.3	37.5	15.3
C-8601	532	33	502	31	434	24	360	22	1386	80.1	403	67.6	3617	257.7	14.0
C-8600	341	35.5	378	15.2	306	17.8	701	50.3	554.5	56.62	730.2	49.17	3011	224.6	13.4
6 Month Total												7201	519.8	13.9	

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	53	0	33	18									574	120	4.8
E-8687	73	14	26	24									668	176.5	3.9
E-8668	15	0	84	0									402.7	59.1	6.0
6 Month Total												1645	355.6	4.6	
Gas	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	mi.	gal.	
U-8630	407	26	121	0									1101	63.5	16.3
C-8601	720	25.1	386	31.66									4723	314.5	14.5
C-8600	361	39.8	204	15									3576	279.4	12.8
6 Month Total												9400	657.4	14.3	

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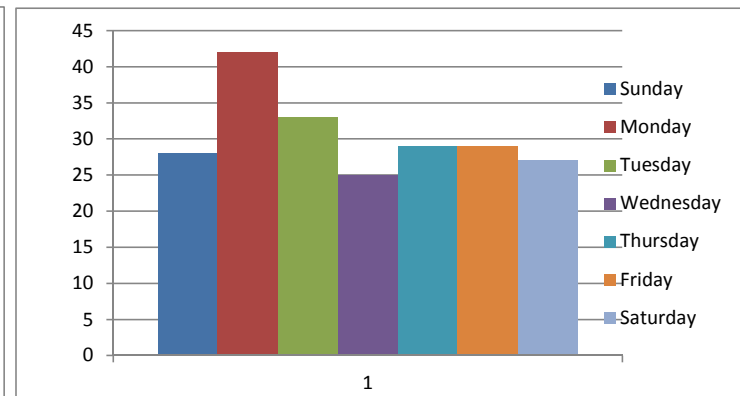
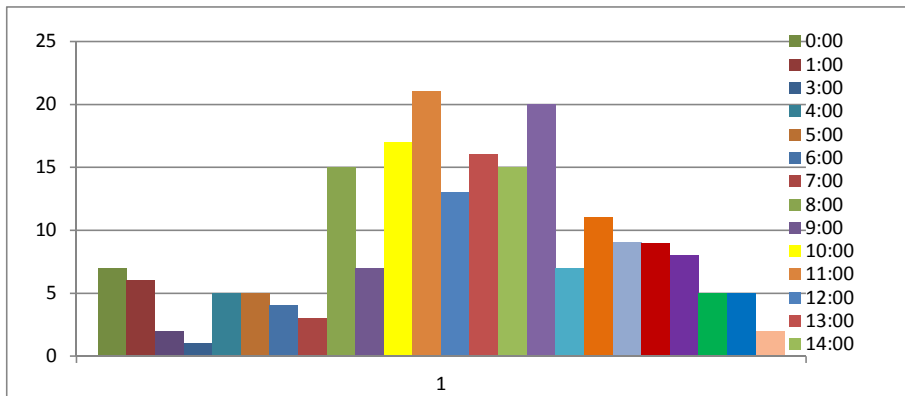
YTD 2016 Total	mi.	gal.	Avg. MPG
Diesel	3005	355.6	8.5
Gas	9400	657.4	14.3

Call per time of day and day of the week 2019


	After Hours					CSD Work Hours										Off Hours										
	0:00	1:00	2:00	3:00	4:00	5:00	6:00	7:00	8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00	22:00	23:00	Total	
Sunday	2				1	2	1	2	1		1		2	3		3		3	2	1	1	1	2		28	13%
Monday	1				1		1	2			5	9	4	1	3	5	3	1	1	2	1	2			42	20%
Tuesday	1	3	2		1	1			5	1		3		3	3	6	2			1			1		33	15%
Wednesday	1					1			2			4		2	4	2	2		2	1	1	2	1		25	11%
Thursday	1	2			2				2	2		2	2	4	4	1	1	1	2	1	2				29	13%
Friday				1	1		2		2	2	5	5	1			1		3	2	3	0		1		29	13%
Saturday	1	1					1		1	2	2	2	2	1	3	2	1	1	1		2	1	1	2	27	12%
Hour Total	7	6	2	1	5	5	4	3	15	7	17	21	13	16	15	20	7	11	9	9	8	5	5	2	213	
	3%	3%	1%	1%	2%	2%	2%	2%	7%	3%	8%	10%	6%	7%	7%	9%	3%	5%	4%	4%	3%	2%	2%	1%		

Total calls during CSD Work Hours	100	47%
Total calls during Off time and weekends	113	52%
After Hours calls 22:00 to 06:00	33	14%
Total Weekend Calls	55	23%
Total Calls Monday thru Friday	158	76%

8am to 8pm 190



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	1	0	0	0	0	0	0	0	0	1	1	1	0	0	0	1										2	3
Veg. Fires	0	0	0	0	0	0	0	0	0	1	0	1	12	1	2	0	2									3	16
Vehicle Fires	0	2	0	0	0	0	1	0	1	1	0	1	0	1	0	1	0									4	4
Misc. Fires	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1	0									2	0
Illegal Burning	1	0	1	0	1	0	2	0	0	0	0	2	0	0	0	0	0									7	0
Vehicle Accidents	0	2	3	1	2	6	0	2	3	2	0	2	1	2	0	3										9	20
False Alarms	2	0	5	0	1	0	4	0	1	0	1	0	0	0	0	0										14	0
Hazardous Condition	0	0	1	0	0	0	0	0	2	0	0	0	0	0	2	0										5	0
Hazardous Materials	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
Pub.Svc.Asst.	0	0	0	0	4	0	5	0	3	0	4	0	0	0	0	0										16	0
Medical Aids	11	1	6	2	17	1	15	2	7	3	10	13	7	0	10	3										83	25
Call TOTALS	15	5	16	3	25	7	27	4	19	7	17	29	12	4	14	9	0	0	0	0	0	0	0	0	0	145	68
	20		19		32		31		26		46		16		23		0		0		0		0		213		
<i>CPR</i>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mutual Aid SLO/Mon.	5	0	3	0	15	0	3	0	7	0	25	1	2	2	8	1	0	0	0	0	0	0	0	0	0	72	
Camp Bob Asst.	1		0		1		0		9		8		2		3		0		0		0		0		0	24	
Average Calls Per	<i>Month</i>		23.6	<i>Day</i>	0.7	<i>SLO Co. MA</i>					68	<i>Montrey Co. MA</i>					4	<i>CPR TOTAL</i>					0				

SAN MIGUEL COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
AUGUST 22, 2019 REGULAR MEETING MINUTES

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

- I.** Meeting Called to Order by Vice President Green – 6:30 P.M.
- II.** Pledge of Allegiance lead by Director Kalvans.
- III. Roll Call:** Directors Present: Green, Sangster, Palafox, and Kalvans
Directors Absent: Parent
District Staff in attendance: Rob Roberson, Tamara Parent, Kelly Dodds, Paola Freeman, Scott Young, and District General Counsel Seikaly
District Staff Absent: District Engineer Blaine Reely
- IV. Adoption of Regular Meeting Agenda:**

Motion by Director Sangster to adopt Regular Meeting Agenda
Seconded by Director Kalvans Motion was approved by Vote of 4 AYES and 0 NOES and 1 ABSENT
- V. ADJOURN TO CLOSED SESSION:**
Closed Session convened at 6:32 p.m.
- A. CLOSED SESSION AGENDA:**
- 1. CONFERENCE WITH LABOR NEGOTIATORS** (Pursuant to Government Code Section 54954.5(f) and Government Code Section 54957.6)
Unrepresented Bargaining Units: Non-Management Non-Confidential Unit and Non-Management Confidential Unit
 - 2. CONFERENCE WITH DISTRICT GENERAL COUNSEL-ANTICIPATED LITIGATION**
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:(1 case)WO
- 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 Seikaly, informed the public

that action was, entering into a tolling agreement by Board consensus. The Board will go back into closed session after Board Comment.

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

Johnson, San Miguel resident informed the Board of Directors that she and her partner had lost a significant amount of fish when they last cleaned their fish tank. She explained that they had done the same process as every other time they cleaned their 40 gal. and 60 gal. tanks, explaining that she smelled a lot of chlorine in the public water. Mrs. Johnson asked the Board for compensation for the loss of their fish.

Director Green asked the Director of Utilities to speak on this matter. Director of Utilities Kelly Dodds explained that he did look into the amount of Chlorine in the system at that time, and the levels are legally between 1-4 PPM (Parts Per Million). The District runs between 1.75PPM and 2.1 PPM.

Discussion ensued, and Director Green gave his condolences, but the district could not give out compensation due to the many variables.

Laverne Buckman, San Miguel resident explained to the Board that she received an email amending Title 22 and that it was different than the "San Miguel Community Plan" that was approved by The County Of San Luis Obispo Board Of Supervisors on (*December 6, 2016 by Resolution 2016-306*). Discuss ensued, about tiny houses and address needed, that have been identified by the Assistant Fire Chief, Young.

VIII. Special Presentations/Public Hearings/Other: Public Hearing to consider approving an Ordinance 03-2019 of the San Miguel Community Services District board of directors adopting the San Miguel Community Service District ("District") Wastewater Code. Director of Utilities introduced Ordinance 03-2019 District Wastewater Code, and read staff report aloud and informing the public that this was the second reading of the proposed Ordinance. Director Green asked for any public comment or protest and explained the adoption of the Ordinance will be in the action items coming up.

Board Comment: None

Public Comment: None

IX. STAFF & COMMITTEE REPORTS:

- | | |
|---|---------------------|
| 1. San Luis Obispo County Sheriff | No Report |
| 2. San Luis Obispo County Board of Supervisors | No Report |
| 3. San Luis Obispo County Planning and/or Public Works | No Report |
| 4. San Miguel Area Advisory Council | Mike Sanders voiced |

he spoke about the Cannabis resolution previously and the Advisory Council meeting is on August 28th, 7:00 P.M.

Board Comment: None

Public Comment: None

- | | |
|--|-------------|
| 5. Camp Roberts—Army National Guard (LTC Horvath) | LT. Lindsey |
|--|-------------|
- Rancadore gave a verbal update that the next 30-day Nevada will be having their annual training, 143 fields and live fire, 400 on base over the weekend until Labor Day. Oregon's National Guard will be here in the next 3 weeks. California marksmanship will be at

Camp Roberts in September. Three planned hunts will take place in Sept and if anyone is interested in hunts please see: https://calguard.ca.gov/wp-content/uploads/sites/62/Camp_Roberts_Hunting/CampRobertsHuntingEvent2019.pdf
Lt. Rancadore reminded everyone that Camp Robert's drones are in a no-fly zone and would like to have SMCS D help put out the word. Discussion ensued about technology that is being acquired to down unauthorized drones.

Board Comment: Director Kalvans thanked Lt. Rancadore.

Public Comment: None

6. **Interim General Manager:** Interim General Manager/ Fire Chief Rob Roberson, gave a verbal report. Mr. Roberson updated the Board of Directors the District Auditor will be at the office on September 9th to start the FY 18-19 Audit. Mr. Roberson also informed the Board that the Public Hearing in San Luis for the Hilo Daysprings Cannabis project was postponed to the 26th of September and reminded the Directors that all required ethics and Sexual Harassment must be finished. Interim General Manager/ Fire Chief Rob Roberson explained that Directors of the Board are going to be receiving W-2 for their stipends.

Board Comment: Director Green asked for clarification from District General Counsel about the W-2. District General Counsel Seikaly informed Director Green that she would have to look into it and get back to him.

Public Comments: None

7. **District General Counsel:** Presented by Counsel Seikaly. ChurchwellWhite, LLC. District General Counsel Seikaly informed the Board that she had sent an email to the SLO County District Attorney's office about the K. Johnson embezzlement case and hopes to have an update to the Directors.

Board Comments: Director Green asked for an update on the previous question about Directors being treated as Employees and receiving W-2. District General Counsel Seikaly voiced that she would have to look into it and doesn't recall the question from the last meeting. Discussion ensued about board stipends.

Director Kalvans voiced that he thought that it was an insurance issue.

Public Comments: None

8. **District Engineer:** Written report submitted as-is. Dr. Blaine Reely was absent from the Board Meeting and Director of Utilities asked if anyone had any questions that he could get them to Dr. Reely.

Board Comments: None

Public Comment: None

9. **Director of Utilities:** Written report submitted as-is. Director of Utilities Kelly Dodds updated the Board that the District is now capable of receiving mattresses to recycle at the Machado Wastewater Plant. That he has been working with IWMA (Integrated Waste Management) to get the Mattress and E-waste programs going in San Miguel.

Board Comment: Director Kalvans asked if any of the recycling programs had any cost to the District. Director of Utilities Kelly Dodds explained that all the District is doing is paying for a Utility Worker to open the gate and help unload the mattresses into the trailer provided and is by appointment only.

Public Comments: Laverne Buckman San Miguel resident asked about E-waste for electronics and feels that people need more education on recycling programs. Director of Utilities Kelly Dodds explained that the district will start sending out the information in

English and Spanish. Discussion ensued about the new Recycling programs through Cal-Recycle.

- 10. Fire Chief:** Fire Chief Rob Roberson, submitted the report as written. Chief Roberson updates the Board of Directors that the fire department responded to 16 calls in July and asked for any questions on his report.

Board Comments: Director Green asked about the repairs done on 8668. Fire Chief Rob Roberson explained that DEF pump went out, a discussion ensued about regulation being required by 2025.

Director Kalvans asked about the roads on the Terrace and wanted to make sure they are all compliant for fire response and wanted to make sure the Hilo Daysprings Cannabis farm will be held to the highest standards for fire access. Assistant Fire Chief Scott Young explained that they have been very receptive to all requirements and he has been to a preliminary site visit.

Public Comment: None

X. CONSENT ITEMS:

1. Review and Approve Board Meeting Minutes

- a) 7-25-2019 Regular Meeting Minutes
- b) 08-01-2019 Special Meeting Minutes

Board Comment: None

Public Comment: None

Motion by Director Sangster to approve Consent items 1.a & b

Seconded by Director Palafox. Motion was approved by Vote of 4 AYES and 0 NOES and 1 ABSENT.

XI. BOARD ACTION ITEMS:

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

2019. Item was presented by Interim General Manager/ Fire Chief Rob Roberson explained that he would like to table item D Statement of Expenditures Budget vs Actual till next month. District Bookkeeper Paola Freeman voiced that she called the SLO County District Attorney's office in regard to the K. Johnson embezzlement case and was informed that there is a court date on August 29, 2019 at 8:30 am to determine if a jury trial is needed. Discussion ensued about full restitution.

Board Comment: Director Green asked about the claims clearing fund is? San Miguel Bookkeeper Paola Freeman explained that it is like a holding fund, until it is posted, and bank reconciliations are done.

Director Sangster voiced that the District is still falling short, Expenditures vs Revenue are about short when you add in payroll expense. Discussion ensued about the large one time a year expenses that were paid in this month.

Public Comment: Laverne Buckman voiced that she was glad we pulled item D, because that is what she had an issue with. Mrs. Buckman asked about page 9-15 claims detail – please explained the transfers from Pacific Premier? Mrs. Freeman explained that is the Interfund loan issue and will be discussed in the next item. Interim General Manager/ Fire Chief Rob Roberson explained that the Accounts are being renamed. Mrs. Buckman asked why Payroll was so high. Bookkeeper Poala Freeman explained that it was Fiscal Year-end and payouts for Vacation and Comp Time payouts; it is a use-it or lose-it policy.

Motion by Director Sangster to Receive and File the Enumeration of Financial Report for July 2019, excluding item D, July Statement of Expenditures Budget vs Actual.

Seconded by Director Kalvans. Motion was approved by Vote of 4 AYES and 0 NOES and 1 ABSENT.

2. **Approve Resolution 2019-29 authorizing an Interfund Loan of \$200,000 from Lighting (Fund 30) to Water (Fund 50) to correct a negative balance in Water (Fund 50) and authorizing the Interim General Manager to execute a promissory note on behalf of the District.** General Manager/ Fire Chief Rob Roberson explained that now the bank reconciliations are done to date, the Water Department is in a deficit and would like to make an inter-fund loan from Lighting to Water. Discussion ensued.

Board Comments: Director asked for clarification from the District Counsel about interest and had concerns about the length of the loan.

Public Comments: Laverne Buckman San Miguel resident voiced that from past experience the wording needs to be specific and detailed. Mrs. Buckman asked why the District would not just go get a loan?

District General Counsel reminded the Board of Directors that this is just Authorizing the General Manager to execute a promissory note. Discussion ensued about legal terms and how to determine an interest rate.

The consensus of the Board is to continue item when clarifications have been made. Board of Directors would like Interim General Manager and District General Counsel to work together on the legal terms and interest rate.

3. **Discuss and approve ORDINANCE 03-2019 of the San Miguel Community Services District Board of Directors adopting the San Miguel Community Service District (“District”) Wastewater Code** Item presented by Director of Utilities Kelly Dodds explaining the requirements have been met and would like to adopt the Ordinance 03-2019 and asked for any questions.

Board Comment: Director Kalvans asked about new connections for industrial. His question is what happens when an industrial property that is permitted as agriculture comes and applies? Director of Utilities Kelly Dodds explained that it is what you’re actually doing at the property because it is all about what is going to have to be treated at the Sewer Plant. Director Kalvans explained why he was asking, is what if a developer

wanted to build a place like Courtside Cellars and put the waste into the District Sewer facility, and asked if they would be able to build and operate their plant? It was explained that the State would not allow them to build their existing Treatment Facility with today's standards.

Director Green asked if Courtside's existing treatment plant is just a pre-treatment facility? Director of Utilities Kelly Dodds explained that they have a treatment plant just like ours but with new state regulations, they would not at this time be able to build it as they have it now. Discussion ensued about pre-treatment.

Public Comment: None

Motion by Director Sangster to Approve ORDINANCE 03-2019 of the San Miguel Community Services District Board of Directors adopting the San Miguel Community Service District ("District") Wastewater Code

Seconded by Director Kalvans. Motion was approved by Vote of 4 AYES and 0 NOES and 1 ABSENT.

- 4. Continue the discussion on assuming landscaping obligations as part of the lighting department as well as current and planned projects in the lighting department.** Item presented by the Director of Utilities Kelly Dodds, explaining that at the July meeting it was discussed that the Board would like additional information on potential maintenance cost as well as what projects and costs the Lighting Department are expecting. The Lighting Budget was explained and electrical cost for streetlighting might go up around \$1.00 a streetlight. The potential total annual cost for all maintenance in landscaping would be around \$13,000, and the potential project cost assuming all lights are installed would be around \$175,000. Discussion ensued about types of plants and a planting plan, and if the Eastside of Mission Street gets developed, what would happen. Director of Utilities Kelly Dodds explained that the District would be working with the San Miguel Chamber and the SLO county water conservation group.

Board Comment: Director Palafox asked about the lighting fund and the inter-fund loan to water and wanted clarification that both can be done if needed.

Director Green voiced that he feels that the District should not commit to the Eastside of Mission Street.

Director Kalvans asked about a community facility's easement.

Discussion ensued about what types of plants that were planted by the County.

Director Green asked that the cost of plants, the scope of work with tree trimming, and a height limit of 24" in the bulbs of the planters. He would like staff to contact landscapers with a scope of work and get the cost to bring back to the Board.

Public Comment: Laverne Buckman San Miguel resident voiced her concern about new development on the eastside. Mrs. Buckman feels that if the District decides to take on Landscaping it would need to be spelled out in detail on what the District will do and what they would not be responsible for.

Mike and Mickey Sanders, San Miguel resident and business owner discussed what the planting plan would be, and the types of drought-tolerant plants that would be used. Discussion ensued about water usage and the general plan.

The consensus of the Board is to move forward in assuming landscaping but would like staff to bring back with the information requested.

5. Discuss and Approve Resolution 2019-30 approving amendments to the Memorandum of Understanding (MOU) between San Miguel C.S.D and SDRMA

Item presented by Board Clerk Tamara Parent explaining that the SDRMA Board of Directors approved amendments on June 26, 2019, to align the MOU with IRS guidelines, the Affordable Care Act and CSAC-EIA pool guidelines. The MOU amendments must be executed by the governing board of San Miguel C.S.D and returned by October 1st, 2019. If not received by November 1st, 2019 benefits will be terminated effective January 1, 2020.

Board Comment: None

Public Comment: None

Motion by Director Sangster to Approve Resolution 2019-30 approving amendments to the Memorandum of Understanding (MOU) between San Miguel C.S.D and SDRMA

Seconded by Director Kalvans. Motion was approved by Vote of 4 AYES and 0 NOES and 1 ABSENT.

6. Discuss options regarding office space for the administrative offices of the San Miguel CSD.

Item was presented by Director of Utilities Kelly Dodds, explaining that on April 25th, 2019 the Board reviewed preliminary information on addressing the District office space needs by relocating the administrative offices to the Wastewater Treatment Plant. As well as remodeling the fire station to meet the current and planned needs of the fire department. Mr. Dodds explained that several options were presented at the April Board meeting, the leading option is to incorporate the needed administrative offices into the new building at the wastewater treatment facility as part of the WWTF expansion. Discussion about the County and the requirements needed for a traffic study of customers impacting area. Item was presented by Director of Utilities Kelly Dodds also explained that Over two years ago, Staff developed a concept plan to address the need for office space and a larger meeting room next to the existing fire station. This concept was based on the new building having first-floor admin offices and meeting room, with second-floor storage and living space for the duty fire personnel. The concept shown shows the new building and the fire station virtually connected. They will likely have to be separated by a greater distance than what is on the plan to prevent having to use a higher construction standard, increasing the construction costs of the building.

Board Comment: Director Kalvans asked about if the Steel building would be expandable? Director of Utilities Kelly Dodds explained to make the building longer, yes. Director Kalvans also asked if staff had talked to neighboring lots next to the existing fire station, and to discuss the option of a 3-P project with the adjacent landowners. Interim

General Manager/Fire chief Rob Roberson explained that something needs to happen with office space and voiced that it is fast becoming functionally dysfunctional.

Director Palafox voiced that he feels that the District needs to build the office space and that the Fire Department is needing to grow. Discussion ensued.

Director Green voiced that the District raised the rates and maybe the District could lower the rates if we do not build additional office space and potentially could save money.

Director of Utilities Kelly Dodds explained that the preliminary design has little to do with the rates, and that staff is working to utilize as much of the existing structure as possible.

Director Green voiced that he thought the project is too grand.

Director Kalvans voiced that to justify this building, the Sherriff Substation would be mandatory. The community has voiced their concerns and feels that it is a must to have in the community. Director Kalvans also asked if the staff has reached out to the H.O.A in Mission Meadows.

Director Green voiced that he did not like having the customers come down that residential street and likes the facility in the center of town and would like the staff to look into a cashier's office in town.

Director Sangster voiced that he liked the price and building a facility next to the existing building is 1.2 Million and that is a conservative estimate. Director Sangster voiced that he feels that staff is going in the right direction but there needs to be a significant benefit to the community. There needs to be a Sheriff substation in this existing building and there needs to be defined improvements to this building, the San Miguel Fire Department needs to benefit from the overall use of this building. Locating the offices down at the Wastewater Facility, even if not ideal could be a temporary solution.

Director Kalvans voiced that we need a plan for a Sheriff substation. Agreed with Director Sangster's comment.

Director Palafox agreed with Sangster's and Kalvans.

Public Comment: Laverne Buckman voiced that she would like to see a plan on what the facility would be used and needed for and feels that the Public needs to be educated on the state regulations. Mrs. Buckman asked who would be paying for what? Director of Utilities Kelly Dodds explained that they are trying for grant funding, but we could be paying for the whole thing.

Discussion ensued about having a Workshop and traffic in the residential area.

The consensus of the Board is to move forward and bring discussion about the existing Fire Station/CSD office building.

7. **Discussion on the status of Machado Wastewater Treatment Facility expansion and aeration upgrade project.** Item was presented by the Director of Utilities Kelly Dodds informed the Board that they have a response from DFA, Department of Financial Assistance and they are at the end of reviewing the application for the construction drawings for the Wastewater facility.

Board Comment: None

Public Comment: None

- 8. Review and approve a Memorandum of Agreement (MOA) between the San Miguel Community Services District and Wilson Creek Communication for use of District property to install a repeater tower for wireless internet.** Item was presented by Director of Utilities Kelly Dodds explaining that Wilson Creek Communication (WCC) inquiring whether they may be able to install a wireless internet repeater at the San Miguel Reservoir site. This repeater would enable WCC to provide free internet to the Rios Caledonia to run a credit card machine. The Board asked staff to investigate the viability of using this same service to provide internet to District sites as well. WWC is willing to provide service to six District sites in exchange for being allowed to use the repeater for other paying customers. Director of Utilities Kelly Dodds explaining that if the MOA is approved WWC will install repeater equipment at the Tank site and provide service to the District sites, at WWC's expense. The District will provide power to the repeater and will provide routers and cameras at the serviced facilities.

Board Comment: Director Sangster asked if it is encrypted and secure? Director of Utilities Kelly Dodds voiced that he had the District "Local IT Experts" review and it was explained that all of the District information would be secure from the internet. The District would have a VPN, over wireless cards. The video cameras will be brought to the Board in November.

Director Kalvans asked that the video is of high quality, so it can be used in an investigation if needed. Discussion ensued about types of cameras and the Firefighter Association placing cameras at Station 1.

Director Sangster voiced that he was concerned with the language for termination of services and feels that one year is too long. District General Counsel Helene Siekaly voiced that she was not concerned with the year, Discussion ensued about the language.

Director Green voiced that he has talked with the WCC and feels that a year is good and asked for a proposal for new Security Cameras.

Director of Utilities Kelly Dodds voiced that he will ask for a 6-month termination.

Staff Comment: Assistant Fire Chief spoke about the Firefighter Association and their ideas for cameras and where they will be located; as a community project.

Motion by Director Kalvans to approve the Memorandum of Agreement (MOA) between the San Miguel Community Services District and Wilson Creek Communication for use of District property to install a repeater tower for wireless internet, with a change to Section 14. Termination in writing at least 6 months prior, but if WCC doesn't except the 6-months then 1-year would be fine.

Seconded by Director Palafox. Motion was approved by Vote of 3 AYES and 1 NOES and 1 ABSENT.

Director Green asked that it be put on record that he would approve one-year

- XII. BOARD COMMENT:** Director Green asked about where the Pro218 issue would be discussed. Board Clerk informed him that it is on the future board meeting list and that as Board President he would be setting the agenda.

District General Counsel Seikaly voiced that the Board would be going back into closed session at 10:46 P.M.

Report out of Closed Session: 11:13 P.M. Counsel Seikaly voiced that staff was given direction.

XIII. ADJOURNMENT TO NEXT MEETING 9-26-2019 Regular Meeting:
Approximately 11:14 P.M

DRAFT



San Miguel Community Services District

Board of Directors

September 26, 2019

AGENDA ITEM: XI-1

SUBJECT: Bookkeeper Report for August 2019

RECOMMENDATION: Review and File the Enumeration for Financial Reports for August 2019.

August 2019 Payroll Expense: Total CSD Payroll \$65,310.76 (including all liabilities)

August 2019 Income: \$179,822.58

August 2019 Expenses: \$122,363.44 (not including payroll)

1. San Luis Obispo County Fire \$8949.00
2. Core & Main LP \$8449.00
3. Mooring Tech, Inc \$6925.00
4. Hach \$3887.47
5. Univar USA Inc \$2473.68
6. US Bank \$2220.48
7. Local IT Experts \$1082.00
8. PG&E \$1070.50
9. Safeguard Business Systems \$890.07
10. C&N Tractors \$647.01
11. FGL \$499.00

Recommendation: Review and File the Enumeration for the Financial Reports for August 2019. This item is for information and discussion only.

PREPARED BY:

Paola Freeman

Paola Freeman, Bookkeeper

09/19/19
12:04:40

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 8/19

Page: 1 of 9
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
5095	17944S	340 C&N TRACTORS	647.01					
1	39084P	07/12/19 Cutting Head	248.44			40 64000	490	10200
2	39084P	07/12/19 Cutting Head	248.44			50 65000	490	10200
3	39085P	07/12/19 STIHL Weed Wacker	75.06			40 64000	490	10200
4	39085P	07/12/19 STIHL Weed Wacker	75.07			50 65000	490	10200
Total for Vendor:			647.01					
5093	17945S	521 CHAPARRAL BUSINESS MACHINES, Maintenance Contract #6913-02 Samsung/X4250LX	84.76					
Acct No. 013014 Contract Increase								
1	439807	07/30/19 Maint Contract 7-7-19 ~ 8-3-19	35.00			40 64000	334	10200
2	439807	07/30/19 Maint Contract 7-7-19 ~ 8-3-19	35.00			50 65000	334	10200
3	439807	07/30/19 Overage Charge 7-4-19 ~ 8-3-19	7.38			40 64000	334	10200
4	439807	07/30/19 Overage Charge 7-4-19 ~ 8-3-19	7.38			50 65000	334	10200
Total for Vendor:			84.76					
5121	17959S	67 CHARTER COMMUNICATIONS Acct# 8245-10-105-0027311 Spectrum Business Internet/Voice	309.94					
Service 8/11/19 ~ 9/10/19								
1	7311081119	08/11/19 Internet/Voice	103.31			20 62000	375	10200
2	7311081119	08/11/19 Internet/Voice	103.31			40 64000	375	10200
3	7311081119	08/11/19 Internet/Voice	103.32			50 65000	375	10200
5145	17976S	67 CHARTER COMMUNICATIONS 1765 Bonita Treatment Plant	89.97					
1	4055308-19	08/18/19 Internet/Voice	89.97			40 64000	375	10200
Total for Vendor:			399.91					
5115	17961S	584 CORE & MAIN LP Acct#210091	5,000.51					
1	K987624	08/08/19 BL05 MTR (25)	5,000.51			50 41010		10200

09/19/19
12:04:40

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 8/19

Page: 2 of 9
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
5130	17978S	584 CORE & MAIN LP	3,448.49					
Acct#210091 Tract 2527								
1	L033312	08/14/19 BL05 MTR (12) 1" Water meter	3,448.49*			50 65000	526	10200
Total for Vendor:			8,449.00					
5135	17979S	112 FGL - ENVIRONMENTAL ANALYTICAL	100.00					
#8000653								
1	982628A	08/16/19 Coliform-Colilert-P/A	100.00			50 65000	359	10200
5136	17979S	112 FGL - ENVIRONMENTAL ANALYTICAL	223.00					
#8000653								
1	982629A	08/15/19 Heterotrophic-Coliform-Wet Ch	74.33			50 65000	356	10200
2	982629A	08/15/19 Heterotrophic-Coliform-Wet Ch	74.33			50 65000	357	10200
3	982629A	08/15/19 Heterotrophic-Coliform-Wet Ch	74.34			50 65000	358	10200
5137	17979S	112 FGL - ENVIRONMENTAL ANALYTICAL	42.00					
#8000653								
1	982630A	08/15/19 Metals	42.00			50 65000	358	10200
5146	17979S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
#8000653								
1	982724A	08/20/19 Metals	67.00			50 65000	358	10200
5167	17997S	112 FGL - ENVIRONMENTAL ANALYTICAL	67.00					
#8000653								
1	982829A	09/06/19 Metals	67.00			50 65000	358	10200
Total for Vendor:			499.00					
5106	17964S	308 FRONTIER COMMUNICATIONS	155.59					
Acct #805-467-2015-051216-5 Service from 08/01/19 ~ 08/31/19								
Building Alarm								
1	Aug 2019	08/01/19 Building Alarm	77.79			40 64000	310	10200
2	Aug 2019	08/01/19 Building Alarm	77.80			50 65000	310	10200

09/19/19
12:04:40

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 8/19

Page: 3 of 9
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
5156	17980S	308 FRONTIER COMMUNICATIONS	57.91					
Acct #805-467-2818 010412-5 Service from 08/22/19 - 09/21/19								
1	Aug~19	08/22/19 SCADA	28.96			40 64000	310	10200
2	Aug~19	08/22/19 SCADA	28.95			50 65000	310	10200
Total for Vendor:			213.50					
5072	17949S	125 GREAT WESTERN ALARM	30.00					
GW-661 Service Period: 08/01/19 ~ 08/31/19								
1	190700545	08/01/19 Alarm Monitoring	15.00			40 64000	380	10200
2	190700545	08/01/19 Alarm Monitoring	15.00			50 65000	380	10200
5073	17949S	125 GREAT WESTERN ALARM	75.60					
A0702 Service Period: 08/01/19 ~ 08/31/19								
1	190702242	08/01/19 Answering Service	37.80			40 64000	380	10200
2	190702242	08/01/19 Answering Service	37.80			50 65000	380	10200
Total for Vendor:			105.60					
5147	17982S	129 HACH	3,887.47					
Acct#292463 Replacing the one we had was 12 years old								
1	11605140	08/22/19 Chlorine Analyzer	3,887.47			50 65000	353	10200
Total for Vendor:			3,887.47					
5129	17975S	999999 JANET J. BENNETT	0.80					
Water overpayment 735 River Road								
1	27354-04	08/21/19 Over payment	0.80			50 20550		10200
Total for Vendor:			0.80					
5148	17983S	633 KELLY-MOORE PAINTS	148.89					
1	95318	08/23/19 Hydrant Paint	148.89			50 65000	353	10200
Total for Vendor:			148.89					

09/19/19
12:04:40

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 8/19

Page: 4 of 9
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
5104	17965S	510 LOCAL IT EXPERTS	1,082.00					
		IT Service ~ August 2019						
1	191 08/07/19	IT Service ~ August 2019	255.00			20 62000	334	10200
4	191 08/07/19	IT Service ~ August 2019	255.00			40 64000	334	10200
5	191 08/07/19	IT Service ~ August 2019	255.00			50 65000	334	10200
6	191 08/07/19	WWTP Router	50.00			40 64000	350	10200
8	191 08/07/19	ER Logins	89.00			20 62000	350	10200
9	191 08/07/19	Remote setup all PC ~ Laptop	39.16			20 62000	350	10200
10	191 08/07/19	Remote setup all PC ~ Laptop	3.56			30 63000	350	10200
11	191 08/07/19	Remote setup all PC ~ Laptop	64.08			40 64000	350	10200
12	191 08/07/19	Remote setup all PC ~ Laptop	67.64			50 65000	350	10200
13	191 08/07/19	Remote setup all PC ~ Laptop	3.56			60 66000	350	10200
		Total for Vendor:	1,082.00					
5126	17973S	999999 LUDMILLA BERNAL	100.00					
		Water & Sewer Deposit Refund						
		8735 Martinez Drive						
1	01626-25 08/21/19	Water deposit refund	25.82			50 20550		10200
2	01626-25 08/21/19	Sewer deposit refund	74.18			40 20550		10200
		Total for Vendor:	100.00					
5117	17966S	627 MOORING TECH, INC	6,925.00					
		Tablet/Toughpad, desktop cradle						
1	703460 08/09/19	Care Protection	3,462.50			20 62000	475	10200
2	703460 08/09/19	Tablet/Toughpad,Desktop cradle	1,731.25			40 64000	475	10200
3	703460 08/09/19	Tablet/Toughpad,Desktop cradle	1,731.25			50 65000	475	10200
		Total for Vendor:	6,925.00					
5127	17974S	999999 NANCY & ROBERT MARTIN	14.45					
		Water Deposit Refund						
		354 Pala Mission Way						
1	20636-04 08/21/19	Water deposit refund	14.45			50 20550		10200
		Total for Vendor:	14.45					

09/19/19
12:04:40

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 8/19

Page: 5 of 9
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
5144	17984S	208 PG&E	1,070.50					
Acct #8565976480-8								
1	0719-0819	08/19/19 12th & K 8565976725	8.79			30 63000	381	10200
2	0719-0819	08/19/19 Tract 2710 - 8562053214	67.44			30 63000	381	10200
3	0719-0819	08/19/19 Tract 2710 - 8564394360	29.51			30 63000	381	10200
4	0719-0819	08/19/19 Tract 2710 - 8560673934	73.78			30 63000	381	10200
6	0719-0819	08/19/19 Mission Heights - 856597648	162.58			30 63000	381	10200
7	0719-0819	08/19/19 Tract 2605 - 8565976109	34.84			30 63000	381	10200
8	0719-0819	08/19/19 9898 River Rd. - 8565976002	323.25			30 63000	381	10200
9	0719-0819	08/19/19 9898 River Rd. - 8565976004	41.66			30 63000	381	10200
10	0719-0819	08/19/19 9898 River Rd. - 8565976008	197.11			30 63000	381	10200
11	0719-0819	08/19/19 9898 River Rd. - 8565976014	66.35			30 63000	381	10200
12	0719-0819	08/19/19 9898 River Rd. - 8565976481	46.23			30 63000	381	10200
13	0719-0819	08/19/19 9898 River Rd. - 8565976483	18.96			30 63000	381	10200
Total for Vendor:			1,070.50					
5154	17986S	233 SAFEGUARD BUSINESS SYSTEMS	456.93					
3	033666260	08/26/19 CSD Envelopes	228.47			40 64000	320	10200
4	033666260	08/26/19 CSD Envelopes	228.46			50 65000	320	10200
5155	17986S	233 SAFEGUARD BUSINESS SYSTEMS	433.14					
3	033668365	08/27/19 CSD Envelopes	216.57			40 64000	320	10200
4	033668365	08/27/19 CSD Envelopes	216.57			50 65000	320	10200
Total for Vendor:			890.07					
5120	17968S	440 SAN LUIS OBISPO COUNTY FIRE	8,949.00					
Dispatch agreement with San Miguel Fire Department CY 2018								
1	1372	08/12/19 Fire Dispatch Services CY 2018	8,949.00			20 62000	370	10200
Total for Vendor:			8,949.00					
5092	17954S	238 SAN MIGUEL GARBAGE	103.98					
Account #318691								
Service 08-01-19 ~ 08-31-19								
1	08/01/19	WWTP Monthly Trash Disposal	51.99			40 64000	383	10200
2	08/01/19	WWTP Monthly Trash Disposal	51.99			50 65000	383	10200
Total for Vendor:			103.98					

09/19/19
12:04:40

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 8/19

Page: 6 of 9
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
5103	17969S	534 STREAMLINE	200.00					
		Web Page Hosting						
1	101028	08/10/19 Web Page Monthly Fee August	44.00			20 62000	376	10200
2	101028	08/10/19 Web Page Monthly Fee August	4.00			30 63000	376	10200
3	101028	08/10/19 Web Page Monthly Fee August	72.00			40 64000	376	10200
4	101028	08/10/19 Web Page Monthly Fee August	76.00			50 65000	376	10200
5	101028	08/10/19 Web Page Monthly Fee August	4.00			60 66000	376	10200
		Total for Vendor:	200.00					
5149	17987S	298 UNIVAR USA INC	936.19					
		Customer #701341						
		Well 4						
1	F0909298	08/20/19 SOD HYPO 12.5 % Liquichlor	936.19			50 65000	481	10200
5150	17987S	298 UNIVAR USA INC	968.07					
		Customer #701341						
		Well 3						
1	F0909299	08/19/19 SOD HYPO 12.5 % Liquichlor	968.07			50 65000	482	10200
5153	17987S	298 UNIVAR USA INC	569.42					
		Customer #701341						
		8681 Martinez Drive						
1	F0909300	08/19/19 SOD HYPO 12.5 % Liquichlor	569.42			50 65000	483	10200
		Total for Vendor:	2,473.68					
5152	17988S	301 US BANK	2,220.48					
1	Aug~2647	08/22/19 Intl Code Council membership	135.00			20 62000	385	10200
2	Aug~2647	08/22/19 Intl Code Council	543.91			20 62000	385	10200
3	Aug~2647	08/22/19 Lowes Tarps, glass cleaner	45.60			20 62000	385	10200
4	Aug~2647	08/22/19 Lowes Smoke Film	36.27			40 64000	305	10200
5	Aug~2647	08/22/19 Lowes Smoke Film	36.26			50 65000	305	10200
6	Aug~2647	08/22/19 Kelly Moore Paint	103.41			50 65000	353	10200
7	Aug~2647	08/22/19 Sign Here Window lettering	50.95			40 64000	305	10200
8	Aug~2647	08/22/19 Sign Here Window lettering	50.94			50 65000	305	10200
9	Aug~2647	08/22/19 Talkens Shoes	75.00			40 64000	495	10200
10	Aug~2647	08/22/19 Talkens Shoes	75.00			50 65000	495	10200

09/19/19
12:04:40

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 8/19

Page: 7 of 9
Report ID: AP100V

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

Claim/ Line #	Check #	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
11	Aug~2647	08/22/19 Paso Robles Glass	102.91			40 64000	354	10200
12	Aug~2647	08/22/19 Paso Robles Glass	102.91			50 65000	354	10200
13	Aug~2647	08/22/19 Amazon credit (rustoleum)	-141.66			50 65000	354	10200
14	Aug~2647	08/22/19 Amazon Ice machine cleaner	37.99			20 62000	305	10200
15	Aug~2647	08/22/19 S&J Upholstery #8632	122.13			40 64000	354	10200
16	Aug~2647	08/22/19 S&J Upholstery #8632	122.13			50 65000	354	10200
17	Aug~2647	08/22/19 Borjon chk engine fault #863	104.25			40 64000	354	10200
18	Aug~2647	08/22/19 Borjon chk engine fault #863	104.25			50 65000	354	10200
19	Aug~2647	08/22/19 Amazon cut off wheel,dispens	113.61			40 64000	305	10200
20	Aug~2647	08/22/19 Amazon housing tools	22.40			20 62000	305	10200
21	Aug~2647	08/22/19 Kelly-Moore Paint	143.82			50 65000	353	10200
22	Aug~2647	08/22/19 NEW Egg	33.04			20 62000	350	10200
23	Aug~2647	08/22/19 NEW Egg	3.00			30 63000	350	10200
24	Aug~2647	08/22/19 NEW Egg	54.05			40 64000	350	10200
25	Aug~2647	08/22/19 NEW Egg	57.05			50 65000	350	10200
26	Aug~2647	08/22/10 NEW Egg	3.00			60 66000	350	10200
27	Aug~2647	08/22/19 Vista Print~cards R Robertso	6.03			20 62000	320	10200
28	Aug~2647	08/22/19 Vista Print~cards R Robertso	0.55			30 63000	320	10200
29	Aug~2647	08/22/19 Vista Print~cards R Robertso	9.88			40 64000	320	10200
30	Aug~2647	08/22/19 Vista Print~cards R Robertso	10.43			50 65000	320	10200
31	Aug~2647	08/22/19 Vista Print~cards R Robertso	0.55			60 66000	320	10200
32	Aug~2647	08/22/19 Intl code council tabs	43.33			20 62000	385	10200
33	Aug~2647	08/22/19 San Paso Truck DEF #8668	12.49			20 62000	354	10200
		Total for Vendor:	2,220.48					
5108	17970S	327 VALLI INFORMATION SYSTEMS	75.00					
		Web Posting service for August 2019						
1	54299	Aug 07/31/19 Web Posting, Online Maint.	37.50			40 64000	305	10200
2	54299	Aug 07/31/19 Web Posting, Online Maint.	37.50			50 65000	305	10200
		Total for Vendor:	75.00					
5122	17971S	511 VERIZON	70.92					
		Laptop 805-423-7591,805-591-9233,805-591-9352						
		Laptop 805-369-9703						
08/09/19 ~ 09/08/19								
1	9835642808	08/31/19 Tablets	18.18			20 62000	310	10200
2	9835642808	08/31/19 Tablets	26.37			40 64000	310	10200

09/19/19
12:04:40

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 8/19

Page: 8 of 9
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
3	9835642808	08/31/19 Tablets	26.37			50 65000	310	10200
Total for Vendor:			70.92					
		# of Claims	34	Total:				38,611.02

Fund/Account	Amount
20 FIRE PROTECTION DEPARTMENT	
10200 Operating Cash - Premier	\$13,839.94
30 STREET LIGHTING DEPARTMENT	
10200 Operating Cash - Premier	\$1,081.61
40 WASTEWATER DEPARTMENT	
10200 Operating Cash - Premier	\$4,195.17
50 WATER DEPARTMENT	
10200 Operating Cash - Premier	\$19,483.19
60 SOLID WASTE DEPARTMENT	
10200 Operating Cash - Premier	\$11.11
Total:	\$38,611.02

09/19/19
12:26:25SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Revenue Budget vs Actuals
For the Accounting Period: 8 / 19Page: 1 of 2
Report ID: B110C

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT						
40000						
40300	Fireworks Permit Fees	0.00	0.00	2,500.00	2,500.00	0 %
40310	Fireworks Refundable C/Up Bond	0.00	-704.00	0.00	704.00	** %
40420	Ambulance Reimbursement	0.00	0.00	4,400.00	4,400.00	0 %
40500	VFA Assistance Grant	0.00	0.00	20,000.00	20,000.00	0 %
40510	Sponsored Training Fees	20.00	20.00	0.00	-20.00	** %
	Account Group Total:	20.00	-684.00	26,900.00	27,584.00	-3 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	0.00	4,703.15	389,155.00	384,451.85	1 %
	Account Group Total:	0.00	4,703.15	389,155.00	384,451.85	1 %
46000	Revenues & Interest					
46000	Revenues & Interest	31.22	58.14	0.00	-58.14	** %
46153	Plan Check Fees	150.00	150.00	0.00	-150.00	** %
46155	Will Serve Processing Fees	300.00	300.00	0.00	-300.00	** %
	Account Group Total:	481.22	508.14	0.00	-508.14	** %
	Fund Total:	501.22	4,527.29	416,055.00	411,527.71	1 %
30 STREET LIGHTING DEPARTMENT						
43000	Property Taxes Collected					
43000	Property Taxes Collected	0.00	1,380.69	113,842.00	112,461.31	1 %
	Account Group Total:	0.00	1,380.69	113,842.00	112,461.31	1 %
46000	Revenues & Interest					
46000	Revenues & Interest	1,295.01	1,299.90	0.00	-1,299.90	** %
46100	Realized Earnings	2,822.75	4,251.53	0.00	-4,251.53	** %
46150	Miscellaneous Income	100.00	100.00	0.00	-100.00	** %
	Account Group Total:	4,217.76	5,651.43	0.00	-5,651.43	** %
	Fund Total:	4,217.76	7,032.12	113,842.00	106,809.88	6 %
40 WASTEWATER DEPARTMENT						
40000						
40900	Wastewater Sales	80,504.65	143,874.40	867,202.00	723,327.60	17 %
40910	Wastewater Late Charges	1,157.02	1,187.00	0.00	-1,187.00	** %
	Account Group Total:	81,661.67	145,061.40	867,202.00	722,140.60	17 %
43000	Property Taxes Collected					
43000	Property Taxes Collected	0.00	967.01	58,942.00	57,974.99	2 %
	Account Group Total:	0.00	967.01	58,942.00	57,974.99	2 %
46000	Revenues & Interest					
46000	Revenues & Interest	76.08	97.94	0.00	-97.94	** %
46008	DWR Grants	0.00	0.00	250,000.00	250,000.00	0 %

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
40 WASTEWATER DEPARTMENT						
	Account Group Total:	76.08	97.94	250,000.00	249,902.06	0 %
	Fund Total:	81,737.75	146,126.35	1,176,144.00	1,030,017.65	12 %
50 WATER DEPARTMENT						
41000 Water Sales						
	41000 Water Sales	96,319.14	170,411.00	859,010.00	688,599.00	20 %
	41005 Water Late Charges	1,990.46	2,469.16	0.00	-2,469.16	** %
	41010 Water Meter Fees	-5,000.51	-5,000.51	0.00	5,000.51	** %
	Account Group Total:	93,309.09	167,879.65	859,010.00	691,130.35	20 %
46000 Revenues & Interest						
	46000 Revenues & Interest	56.76	106.10	0.00	-106.10	** %
	Account Group Total:	56.76	106.10	0.00	-106.10	** %
	Fund Total:	93,365.85	167,985.75	859,010.00	691,024.25	20 %
60 SOLID WASTE DEPARTMENT						
46000 Revenues & Interest						
	46005 Franchise Fees	0.00	2,877.47	32,323.00	29,445.53	9 %
	Account Group Total:	0.00	2,877.47	32,323.00	29,445.53	9 %
	Fund Total:	0.00	2,877.47	32,323.00	29,445.53	9 %
	Grand Total:	179,822.58	328,548.98	2,597,374.00	2,268,825.02	13 %

Fund	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
20 FIRE PROTECTION DEPARTMENT	501.22	4,527.29	416,055.00	411,527.71	1 %
30 STREET LIGHTING DEPARTMENT	4,217.76	7,032.12	113,842.00	106,809.88	6 %
40 WASTEWATER DEPARTMENT	81,737.75	146,126.35	1,176,144.00	1,030,017.65	12 %
50 WATER DEPARTMENT	93,365.85	167,985.75	859,010.00	691,024.25	20 %
60 SOLID WASTE DEPARTMENT	0.00	2,877.47	32,323.00	29,445.53	9 %
Grand Total:	179,822.58	328,548.98	2,597,374.00	2,268,825.02	13 %

09/20/19
11:55:30SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 7 / 19Page: 1 of 7
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
62000 Fire							
62000 Fire							
	105 Salaries and Wages	4,066.32	4,066.32	123,337.00	123,337.00	119,270.68	3 %
	110 Payroll tax expense	0.00	0.00	28,000.00	28,000.00	28,000.00	0 %
	111 BOD Stipend	44.00	44.00	1,313.00	1,313.00	1,269.00	3 %
	115 Payroll Expenses	626.22	626.22	750.00	750.00	123.78	83 %
	120 Workers' Compensation	6,266.44	6,266.44	9,000.00	9,000.00	2,733.56	70 %
	121 Physicals	0.00	0.00	2,500.00	2,500.00	2,500.00	0 %
	125 Volunteer firefighter stipends	1,089.00	1,089.00	38,000.00	38,000.00	36,911.00	3 %
	135 Payroll Tax - FICA	634.57	634.57	0.00	0.00	-634.57	*** %
	140 Payroll Tax - Medicare	57.79	57.79	0.00	0.00	-57.79	*** %
	155 Payroll Tax - SUI	2.48	2.48	0.00	0.00	-2.48	*** %
	205 Insurance - Health	18.13	18.13	4,944.00	4,944.00	4,925.87	0 %
	210 Insurance - Dental	0.00	0.00	400.00	400.00	400.00	0 %
	215 Insurance - Vision	0.00	0.00	100.00	100.00	100.00	0 %
	225 Retirement - PERS expense	2,709.74	2,709.74	6,836.00	6,836.00	4,126.26	40 %
	305 Operations and maintenance	255.10	255.10	6,000.00	6,000.00	5,744.90	4 %
	310 Phone and fax expense	20.48	20.48	900.00	900.00	879.52	2 %
	315 Postage, shipping and freight	1.60	1.60	200.00	200.00	198.40	1 %
	320 Printing and reproduction	0.00	0.00	300.00	300.00	300.00	0 %
	325 Professional svcs - Accounting	867.90	867.90	6,565.00	6,565.00	5,697.10	13 %
	327 Professional svcs - Legal (General)	0.00	0.00	14,225.00	14,225.00	14,225.00	0 %
	328 Insurance - prop and liability	12,963.19	12,963.19	13,100.00	13,100.00	136.81	99 %
	331 Professional Services - Legal	0.00	0.00	1,800.00	1,800.00	1,800.00	0 %
	334 Maintenance Agreements	476.84	476.84	4,320.00	4,320.00	3,843.16	11 %
	335 Meals - Reimbursement	0.00	0.00	600.00	600.00	600.00	0 %
	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	89.00	89.00	3,860.00	3,860.00	3,771.00	2 %
	351 Repairs and maint - equip	0.00	0.00	8,000.00	8,000.00	8,000.00	0 %
	352 Repairs and maint - structures	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	354 Repairs and maint - vehicles	347.29	347.29	15,000.00	15,000.00	14,652.71	2 %
	370 Dispatch services (Fire)	0.00	0.00	11,000.00	11,000.00	11,000.00	0 %
	375 Internet expenses	103.31	103.31	1,400.00	1,400.00	1,296.69	7 %
	376 Webpage- Upgrade/Maint	44.00	44.00	525.00	525.00	481.00	8 %
	380 Utilities - alarm service	10.20	10.20	165.00	165.00	154.80	6 %
	381 Utilities - electric	32.80	32.80	2,500.00	2,500.00	2,467.20	1 %
	382 Utilities - propane	0.00	0.00	500.00	500.00	500.00	0 %
	385 Dues and subscriptions	2,325.00	2,325.00	4,000.00	4,000.00	1,675.00	58 %
	386 Education and training	0.00	0.00	6,000.00	6,000.00	6,000.00	0 %
	393 Advertising and public notices	0.00	0.00	500.00	500.00	500.00	0 %
	394 LAFCO Allocations	2,035.69	2,035.69	1,755.00	1,755.00	-280.69	116 %
	395 Community Outreach	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	405 Software	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	410 Office Supplies	193.44	193.44	450.00	450.00	256.56	43 %
	450 EMS supplies	82.97	82.97	3,000.00	3,000.00	2,917.03	3 %
	455 Fire Safety Gear & Equipment	487.37	487.37	3,000.00	3,000.00	2,512.63	16 %
	456 VFF Assistance Grant	0.00	0.00	40,000.00	40,000.00	40,000.00	0 %
	465 Cell phones, radios and pagers	13.00	13.00	605.00	605.00	592.00	2 %
	470 Communication equipment	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %

09/20/19
11:55:30SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 7 / 19Page: 2 of 7
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
	475 Computer supplies and upgrades	0.00	0.00	8,000.00	8,000.00	8,000.00	0 %
	485 Fuel expense	123.69	123.69	6,500.00	6,500.00	6,376.31	2 %
	490 Small tools and equipment	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	495 Uniform expense	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
	503 Weed Abatement Costs	0.00	0.00	9,000.00	9,000.00	9,000.00	0 %
	505 Fire Training Grounds	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	510 Fire station addition	0.00	0.00	6,000.00	6,000.00	6,000.00	0 %
	710 County hazmat dues	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	715 Licenses, permits and fees	0.00	0.00	800.00	800.00	800.00	0 %
	960 Property tax expense	0.00	0.00	215.00	215.00	215.00	0 %
	Account Total:	35,987.56	35,987.56	414,965.00	414,965.00	378,977.44	9 %
	Account Group Total:	35,987.56	35,987.56	414,965.00	414,965.00	378,977.44	9 %
70000	Transfer Out						
70000	Transfer Out						
	990 Retirement/Health Ins Liability	0.00	0.00	685.00	685.00	685.00	0 %
	Account Total:	0.00	0.00	685.00	685.00	685.00	0 %
	Account Group Total:	0.00	0.00	685.00	685.00	685.00	0 %
	Fund Total:	35,987.56	35,987.56	415,650.00	415,650.00	379,662.44	9 %
30 STREET LIGHTING DEPARTMENT							
63000	Lighting						
63000	Lighting						
	105 Salaries and Wages	493.94	493.94	11,000.00	11,000.00	10,506.06	4 %
	110 Payroll tax expense	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	111 BOD Stipend	4.00	4.00	109.00	109.00	105.00	4 %
	115 Payroll Expenses	9.58	9.58	150.00	150.00	140.42	6 %
	120 Workers' Compensation	1.08	1.08	200.00	200.00	198.92	1 %
	140 Payroll Tax - Medicare	7.08	7.08	0.00	0.00	-7.08	*** %
	155 Payroll Tax - SUI	0.30	0.30	0.00	0.00	-0.30	*** %
	205 Insurance - Health	4.75	4.75	1,212.00	1,212.00	1,207.25	0 %
	210 Insurance - Dental	0.00	0.00	150.00	150.00	150.00	0 %
	215 Insurance - Vision	0.00	0.00	100.00	100.00	100.00	0 %
	225 Retirement - PERS expense	246.34	246.34	650.00	650.00	403.66	38 %
	305 Operations and maintenance	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	320 Printing and reproduction	0.00	0.00	100.00	100.00	100.00	0 %
	325 Professional svcs - Accounting	78.90	78.90	544.00	544.00	465.10	15 %
	326 Professional svcs - Engineering	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	327 Professional svcs - Legal (General)	0.00	0.00	1,179.00	1,179.00	1,179.00	0 %
	328 Insurance - prop and liability	363.97	363.97	450.00	450.00	86.03	81 %
	331 Professional Services - Legal	0.00	0.00	900.00	900.00	900.00	0 %
	334 Maintenance Agreements	20.17	20.17	300.00	300.00	279.83	7 %
	340 Meetings and conferences	0.00	0.00	350.00	350.00	350.00	0 %
	345 Mileage expense reimbursement	0.00	0.00	45.00	45.00	45.00	0 %
	350 Repairs and maint - computers	0.00	0.00	100.00	100.00	100.00	0 %
	351 Repairs and maint - equip	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	353 Repairs & Maint- Infrastructure	0.00	0.00	24,000.00	24,000.00	24,000.00	0 %

09/20/19
11:55:30SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 7 / 19Page: 3 of 7
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
30 STREET LIGHTING DEPARTMENT							
	376 Webpage- Upgrade/Maint	4.00	4.00	44.00	44.00	40.00	9 %
	381 Utilities - electric	224.56	224.56	26,000.00	26,000.00	25,775.44	1 %
	385 Dues and subscriptions	0.00	0.00	300.00	300.00	300.00	0 %
	386 Education and training	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	393 Advertising and public notices	0.00	0.00	500.00	500.00	500.00	0 %
	394 LAFCO Allocations	339.28	339.28	293.00	293.00	-46.28	116 %
	410 Office Supplies	4.32	4.32	25.00	25.00	20.68	17 %
	465 Cell phones, radios and pagers	4.75	4.75	75.00	75.00	70.25	6 %
	475 Computer supplies and upgrades	0.00	0.00	200.00	200.00	200.00	0 %
	485 Fuel expense	0.00	0.00	100.00	100.00	100.00	0 %
	490 Small tools and equipment	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	715 Licenses, permits and fees	0.00	0.00	50.00	50.00	50.00	0 %
	990 Retirement/Health Ins Liability	0.00	0.00	343.00	343.00	343.00	0 %
	Account Total:	1,807.02	1,807.02	81,969.00	81,969.00	80,161.98	2 %
	Account Group Total:	1,807.02	1,807.02	81,969.00	81,969.00	80,161.98	2 %
	Fund Total:	1,807.02	1,807.02	81,969.00	81,969.00	80,161.98	2 %
40 WASTEWATER DEPARTMENT							
64000 Sanitary							
	64000 Sanitary						
	105 Salaries and Wages	-4,894.07	-4,894.07	204,870.00	204,870.00	209,764.07	-2 %
	109 Stand-by Hours	156.19	156.19	7,500.00	7,500.00	7,343.81	2 %
	110 Payroll tax expense	0.00	0.00	12,903.00	12,903.00	12,903.00	0 %
	111 BOD Stipend	72.00	72.00	2,190.00	2,190.00	2,118.00	3 %
	115 Payroll Expenses	145.61	145.61	1,000.00	1,000.00	854.39	15 %
	120 Workers' Compensation	6,907.11	6,907.11	6,500.00	6,500.00	-407.11	106 %
	140 Payroll Tax - Medicare	102.23	102.23	0.00	0.00	-102.23	*** %
	155 Payroll Tax - SUI	4.38	4.38	0.00	0.00	-4.38	*** %
	205 Insurance - Health	145.00	145.00	34,800.00	34,800.00	34,655.00	0 %
	206 Insurance - CalPers Health Retiree	0.00	0.00	600.00	600.00	600.00	0 %
	210 Insurance - Dental	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
	215 Insurance - Vision	0.00	0.00	400.00	400.00	400.00	0 %
	225 Retirement - PERS expense	4,890.62	4,890.62	19,000.00	19,000.00	14,109.38	26 %
	305 Operations and maintenance	310.52	310.52	6,000.00	6,000.00	5,689.48	5 %
	310 Phone and fax expense	54.08	54.08	1,800.00	1,800.00	1,745.92	3 %
	315 Postage, shipping and freight	250.00	250.00	4,000.00	4,000.00	3,750.00	6 %
	320 Printing and reproduction	0.00	0.00	750.00	750.00	750.00	0 %
	325 Professional svcs - Accounting	1,420.20	1,420.20	10,948.00	10,948.00	9,527.80	13 %
	326 Professional svcs - Engineering	0.00	0.00	12,000.00	12,000.00	12,000.00	0 %
	327 Professional svcs - Legal (General)	0.00	0.00	23,720.00	23,720.00	23,720.00	0 %
	328 Insurance - prop and liability	10,029.17	10,029.17	8,500.00	8,500.00	-1,529.17	118 %
	329 New Hire Screening	0.00	0.00	100.00	100.00	100.00	0 %
	330 Contract labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	331 Professional Services - Legal	0.00	0.00	20,250.00	20,250.00	20,250.00	0 %
	334 Maintenance Agreements	651.67	651.67	6,600.00	6,600.00	5,948.33	10 %
	335 Meals - Reimbursement	0.00	0.00	100.00	100.00	100.00	0 %
	340 Meetings and conferences	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
40 WASTEWATER DEPARTMENT							
345	Mileage expense reimbursement	0.00	0.00	912.00	912.00	912.00	0 %
350	Repairs and maint - computers	0.00	0.00	3,300.00	3,300.00	3,300.00	0 %
351	Repairs and maint - equip	0.00	0.00	14,000.00	14,000.00	14,000.00	0 %
352	Repairs and maint - structures	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
353	Repairs & Maint- Infrastructure	250.00	250.00	3,000.00	3,000.00	2,750.00	8 %
354	Repairs and maint - vehicles	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
355	Testing & Supplies (WWTP)	646.00	646.00	12,000.00	12,000.00	11,354.00	5 %
375	Internet expenses	193.28	193.28	1,400.00	1,400.00	1,206.72	14 %
376	Webpage- Upgrade/Maint	72.00	72.00	876.00	876.00	804.00	8 %
380	Utilities - alarm service	47.70	47.70	700.00	700.00	652.30	7 %
381	Utilities - electric	7,398.93	7,398.93	70,000.00	70,000.00	62,601.07	11 %
382	Utilities - propane	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
383	Utilities - trash	51.99	51.99	700.00	700.00	648.01	7 %
385	Dues and subscriptions	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
386	Education and training	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
393	Advertising and public notices	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
394	LAFCO Allocations	2,035.69	2,035.69	1,755.00	1,755.00	-280.69	116 %
395	Community Outreach	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
410	Office Supplies	147.62	147.62	1,000.00	1,000.00	852.38	15 %
459	Scada - Maintenance Fees	54.81	54.81	1,000.00	1,000.00	945.19	5 %
465	Cell phones, radios and pagers	53.00	53.00	1,735.00	1,735.00	1,682.00	3 %
475	Computer supplies and upgrades	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
485	Fuel expense	61.37	61.37	5,000.00	5,000.00	4,938.63	1 %
490	Small tools and equipment	2,665.80	2,665.80	4,000.00	4,000.00	1,334.20	67 %
495	Uniform expense	67.34	67.34	1,000.00	1,000.00	932.66	7 %
560	Sewer Line Repairs	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
570	Repairs, Maint. and Video Sewer Lines	0.00	0.00	500.00	500.00	500.00	0 %
581	WWTP Expansion	0.00	0.00	250,000.00	250,000.00	250,000.00	0 %
582	WWTP Plant Maintenance	0.00	0.00	12,000.00	12,000.00	12,000.00	0 %
585	Sludge Removal Project	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
705	Waste Discharge Fees/Permits	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
715	Licenses, permits and fees	120.00	120.00	1,000.00	1,000.00	880.00	12 %
805	Refundable Water/Sewer/Hydrant	0.00	0.00	500.00	500.00	500.00	0 %
960	Property tax expense	0.00	0.00	200.00	200.00	200.00	0 %
970	WWTF Long Term maintenance	0.00	0.00	100,000.00	100,000.00	100,000.00	0 %
990	Retirement/Health Ins Liability	0.00	0.00	7,707.00	7,707.00	7,707.00	0 %
	Account Total:	34,110.24	34,110.24	953,716.00	953,716.00	919,605.76	4 %
	Account Group Total:	34,110.24	34,110.24	953,716.00	953,716.00	919,605.76	4 %
	Fund Total:	34,110.24	34,110.24	953,716.00	953,716.00	919,605.76	4 %

50 WATER DEPARTMENT

65000 Water

09/20/19
11:55:30SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 7 / 19Page: 5 of 7
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
65000	Water						
105	Salaries and Wages	-4,027.37	-4,027.37	213,252.00	213,252.00	217,279.37	-2 %
109	Stand-by Hours	156.19	156.19	7,500.00	7,500.00	7,343.81	2 %
110	Payroll tax expense	0.00	0.00	12,903.00	12,903.00	12,903.00	0 %
111	BOD Stipend	76.00	76.00	2,279.00	2,279.00	2,203.00	3 %
115	Payroll Expenses	149.44	149.44	1,000.00	1,000.00	850.56	15 %
120	Workers' Compensation	5,364.02	5,364.02	6,100.00	6,100.00	735.98	88 %
140	Payroll Tax - Medicare	115.08	115.08	0.00	0.00	-115.08	*** %
155	Payroll Tax - SUI	4.93	4.93	0.00	0.00	-4.93	*** %
205	Insurance - Health	188.50	188.50	36,168.00	36,168.00	35,979.50	1 %
206	Insurance - CalPers Health Retiree	0.00	0.00	600.00	600.00	600.00	0 %
210	Insurance - Dental	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
215	Insurance - Vision	0.00	0.00	400.00	400.00	400.00	0 %
225	Retirement - PERS expense	5,136.96	5,136.96	19,000.00	19,000.00	13,863.04	27 %
305	Operations and maintenance	362.15	362.15	8,000.00	8,000.00	7,637.85	5 %
310	Phone and fax expense	54.07	54.07	1,800.00	1,800.00	1,745.93	3 %
315	Postage, shipping and freight	250.00	250.00	4,000.00	4,000.00	3,750.00	6 %
320	Printing and reproduction	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
324	Professional Svcs- GSA-GSP	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
325	Professional svcs - Accounting	1,499.10	1,499.10	11,396.00	11,396.00	9,896.90	13 %
326	Professional svcs - Engineering	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
327	Professional svcs - Legal (General)	0.00	0.00	24,691.00	24,691.00	24,691.00	0 %
328	Insurance - prop and liability	15,742.20	15,742.20	14,414.00	14,414.00	-1,328.20	109 %
329	New Hire Screening	0.00	0.00	100.00	100.00	100.00	0 %
330	Contract labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
331	Professional Services - Legal	0.00	0.00	21,150.00	21,150.00	21,150.00	0 %
332	Professional Services - Legal	0.00	0.00	100,000.00	100,000.00	100,000.00	0 %
334	Maintenance Agreements	671.83	671.83	6,600.00	6,600.00	5,928.17	10 %
335	Meals - Reimbursement	0.00	0.00	200.00	200.00	200.00	0 %
340	Meetings and conferences	0.00	0.00	950.00	950.00	950.00	0 %
345	Mileage expense reimbursement	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
350	Repairs and maint - computers	0.00	0.00	3,300.00	3,300.00	3,300.00	0 %
351	Repairs and maint - equip	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
352	Repairs and maint - structures	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
353	Repairs & Maint- Infrastructure	2,340.13	2,340.13	25,000.00	25,000.00	22,659.87	9 %
354	Repairs and maint - vehicles	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
356	Testing & Supplies - Well #3 (Water)	45.00	45.00	3,500.00	3,500.00	3,455.00	1 %
357	Testing & Supplies - Well #4 (Water)	45.00	45.00	3,500.00	3,500.00	3,455.00	1 %
358	Testing & Supplies- SLT Well (Water)	380.00	380.00	6,000.00	6,000.00	5,620.00	6 %
359	Testing & Supplies-Other	215.00	215.00	6,000.00	6,000.00	5,785.00	4 %
362	Cross-Connection Control Svcs.	105.60	105.60	1,000.00	1,000.00	894.40	11 %
375	Internet expenses	103.32	103.32	1,400.00	1,400.00	1,296.68	7 %
376	Webpage- Upgrade/Maint	76.00	76.00	912.00	912.00	836.00	8 %
380	Utilities - alarm service	47.70	47.70	700.00	700.00	652.30	7 %
381	Utilities - electric	5,504.81	5,504.81	55,000.00	55,000.00	49,495.19	10 %
382	Utilities - propane	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
383	Utilities - trash	51.99	51.99	700.00	700.00	648.01	7 %
385	Dues and subscriptions	0.00	0.00	2,600.00	2,600.00	2,600.00	0 %
386	Education and training	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
393	Advertising and public notices	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %

09/20/19
11:55:30

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 7 / 19

Page: 6 of 7
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
	394 LAFCO Allocations	2,035.69	2,035.69	1,755.00	1,755.00	-280.69	116 %
	395 Community Outreach	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
	410 Office Supplies	151.93	151.93	1,000.00	1,000.00	848.07	15 %
	459 Scada - Maintenance Fees	54.81	54.81	1,000.00	1,000.00	945.19	5 %
	465 Cell phones, radios and pagers	59.00	59.00	1,828.00	1,828.00	1,769.00	3 %
	475 Computer supplies and upgrades	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
	481 Chemicals- Well #3	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
	482 Chemicals-Well #4	0.00	0.00	3,500.00	3,500.00	3,500.00	0 %
	483 Chemicals-SLT Well	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	485 Fuel expense	61.38	61.38	3,000.00	3,000.00	2,938.62	2 %
	490 Small tools and equipment	2,628.16	2,628.16	3,000.00	3,000.00	371.84	88 %
	495 Uniform expense	67.34	67.34	1,000.00	1,000.00	932.66	7 %
	520 Water Main Valves Replacement	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
	525 Water meter replacement	0.00	0.00	15,000.00	15,000.00	15,000.00	0 %
	535 Water Lines Repairs	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
	605 USDA Loan Payment	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
	715 Licenses, permits and fees	0.00	0.00	6,500.00	6,500.00	6,500.00	0 %
	805 Refundable Water/Sewer/Hydrant	0.00	0.00	500.00	500.00	500.00	0 %
	930 Interest Fees	-22,088.43	-22,088.43	50,000.00	50,000.00	72,088.43	-44 %
	940 Bank service charges	29.97	29.97	0.00	0.00	-29.97	*** %
	990 Retirement/Health Ins Liability	0.00	0.00	8,050.00	8,050.00	8,050.00	0 %
	Account Total:	17,657.50	17,657.50	822,148.00	822,148.00	804,490.50	2 %
	Account Group Total:	17,657.50	17,657.50	822,148.00	822,148.00	804,490.50	2 %
	Fund Total:	17,657.50	17,657.50	822,148.00	822,148.00	804,490.50	2 %

60 SOLID WASTE DEPARTMENT

66000 SOLID WASTE

66000 SOLID WASTE

	105 Salaries and Wages	366.95	366.95	10,239.00	10,239.00	9,872.05	4 %
	110 Payroll tax expense	0.00	0.00	800.00	800.00	800.00	0 %
	111 BOD Stipend	4.00	4.00	109.00	109.00	105.00	4 %
	115 Payroll Expenses	4.81	4.81	100.00	100.00	95.19	5 %
	120 Workers' Compensation	1.08	1.08	100.00	100.00	98.92	1 %
	140 Payroll Tax - Medicare	7.47	7.47	0.00	0.00	-7.47	*** %
	205 Insurance - Health	6.12	6.12	1,164.00	1,164.00	1,157.88	1 %
	210 Insurance - Dental	0.00	0.00	100.00	100.00	100.00	0 %
	215 Insurance - Vision	0.00	0.00	100.00	100.00	100.00	0 %
	225 Retirement - PERS expense	246.34	246.34	200.00	200.00	-46.34	123 %
	305 Operations and maintenance	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	315 Postage, shipping and freight	0.00	0.00	500.00	500.00	500.00	0 %
	320 Printing and reproduction	0.00	0.00	500.00	500.00	500.00	0 %
	325 Professional svcs - Accounting	78.90	78.90	547.00	547.00	468.10	14 %
	327 Professional svcs - Legal (General)	0.00	0.00	1,185.00	1,185.00	1,185.00	0 %
	328 Insurance - prop and liability	363.98	363.98	100.00	100.00	-263.98	364 %
	331 Professional Services - Legal	0.00	0.00	900.00	900.00	900.00	0 %
	334 Maintenance Agreements	20.17	20.17	300.00	300.00	279.83	7 %
	340 Meetings and conferences	0.00	0.00	200.00	200.00	200.00	0 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
60 SOLID WASTE DEPARTMENT							
	345 Mileage expense reimbursement	0.00	0.00	46.00	46.00	46.00	0 %
	350 Repairs and maint - computers	0.00	0.00	100.00	100.00	100.00	0 %
	376 Webpage- Upgrade/Maint	4.00	4.00	44.00	44.00	40.00	9 %
	384 Trash Recepticles	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	385 Dues and subscriptions	0.00	0.00	50.00	50.00	50.00	0 %
	386 Education and training	0.00	0.00	500.00	500.00	500.00	0 %
	393 Advertising and public notices	0.00	0.00	500.00	500.00	500.00	0 %
	394 LAFCO Allocations	339.28	339.28	293.00	293.00	-46.28	116 %
	395 Community Outreach	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	410 Office Supplies	4.32	4.32	25.00	25.00	20.68	17 %
	465 Cell phones, radios and pagers	5.25	5.25	77.00	77.00	71.75	7 %
	475 Computer supplies and upgrades	0.00	0.00	200.00	200.00	200.00	0 %
	990 Retirement/Health Ins Liability	0.00	0.00	343.00	343.00	343.00	0 %
	Account Total:	1,452.67	1,452.67	24,322.00	24,322.00	22,869.33	6 %
	Account Group Total:	1,452.67	1,452.67	24,322.00	24,322.00	22,869.33	6 %
	Fund Total:	1,452.67	1,452.67	24,322.00	24,322.00	22,869.33	6 %
	Grand Total:	91,014.99	91,014.99	2,297,805.00	2,297,805.00	2,206,790.01	4 %

09/19/19
17:16:04

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 19

Page: 1 of 7
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	%
							Committed
20 FIRE PROTECTION DEPARTMENT							
62000 Fire							
62000 Fire							
	105 Salaries and Wages	11,344.71	15,411.03	123,337.00	123,337.00	107,925.97	12 %
	110 Payroll tax expense	0.00	0.00	28,000.00	28,000.00	28,000.00	0 %
	111 BOD Stipend	66.00	110.00	1,313.00	1,313.00	1,203.00	8 %
	115 Payroll Expenses	138.92	765.14	750.00	750.00	-15.14	102 %
	120 Workers' Compensation	0.00	6,266.44	9,000.00	9,000.00	2,733.56	70 %
	121 Physicals	0.00	0.00	2,500.00	2,500.00	2,500.00	0 %
	125 Volunteer firefighter stipends	1,991.71	3,080.71	38,000.00	38,000.00	34,919.29	8 %
	135 Payroll Tax - FICA	14.23	648.80	0.00	0.00	-648.80	*** %
	140 Payroll Tax - Medicare	187.12	244.91	0.00	0.00	-244.91	*** %
	155 Payroll Tax - SUI	27.07	29.55	0.00	0.00	-29.55	*** %
	205 Insurance - Health	693.05	711.18	4,944.00	4,944.00	4,232.82	14 %
	210 Insurance - Dental	0.00	0.00	400.00	400.00	400.00	0 %
	215 Insurance - Vision	0.00	0.00	100.00	100.00	100.00	0 %
	225 Retirement - PERS expense	0.00	2,709.74	6,836.00	6,836.00	4,126.26	40 %
	305 Operations and maintenance	60.39	315.49	6,000.00	6,000.00	5,684.51	5 %
	310 Phone and fax expense	18.18	38.66	900.00	900.00	861.34	4 %
	315 Postage, shipping and freight	0.00	1.60	200.00	200.00	198.40	1 %
	320 Printing and reproduction	6.03	6.03	300.00	300.00	293.97	2 %
	325 Professional svcs - Accounting	0.00	867.90	6,565.00	6,565.00	5,697.10	13 %
	327 Professional svcs - Legal (General)	0.00	0.00	14,225.00	14,225.00	14,225.00	0 %
	328 Insurance - prop and liability	0.00	12,963.19	13,100.00	13,100.00	136.81	99 %
	331 Professional Services - Legal	0.00	0.00	1,800.00	1,800.00	1,800.00	0 %
	334 Maintenance Agreements	255.00	731.84	4,320.00	4,320.00	3,588.16	17 %
	335 Meals - Reimbursement	0.00	0.00	600.00	600.00	600.00	0 %
	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	161.20	250.20	3,860.00	3,860.00	3,609.80	6 %
	351 Repairs and maint - equip	0.00	0.00	8,000.00	8,000.00	8,000.00	0 %
	352 Repairs and maint - structures	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	354 Repairs and maint - vehicles	12.49	359.78	15,000.00	15,000.00	14,640.22	2 %
	370 Dispatch services (Fire)	8,949.00	8,949.00	11,000.00	11,000.00	2,051.00	81 %
	375 Internet expenses	103.31	206.62	1,400.00	1,400.00	1,193.38	15 %
	376 Webpage- Upgrade/Maint	44.00	88.00	525.00	525.00	437.00	17 %
	380 Utilities - alarm service	0.00	10.20	165.00	165.00	154.80	6 %
	381 Utilities - electric	0.00	32.80	2,500.00	2,500.00	2,467.20	1 %
	382 Utilities - propane	0.00	0.00	500.00	500.00	500.00	0 %
	385 Dues and subscriptions	767.84	3,092.84	4,000.00	4,000.00	907.16	77 %
	386 Education and training	0.00	0.00	6,000.00	6,000.00	6,000.00	0 %
	393 Advertising and public notices	0.00	0.00	500.00	500.00	500.00	0 %
	394 LAFCO Allocations	0.00	2,035.69	1,755.00	1,755.00	-280.69	116 %
	395 Community Outreach	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	405 Software	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	410 Office Supplies	0.00	193.44	450.00	450.00	256.56	43 %
	450 EMS supplies	0.00	82.97	3,000.00	3,000.00	2,917.03	3 %
	455 Fire Safety Gear & Equipment	0.00	487.37	3,000.00	3,000.00	2,512.63	16 %
	456 VFF Assistance Grant	0.00	0.00	40,000.00	40,000.00	40,000.00	0 %
	465 Cell phones, radios and pagers	50.45	63.45	605.00	605.00	541.55	10 %
	470 Communication equipment	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %

09/19/19
17:16:04SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 19Page: 2 of 7
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
20 FIRE PROTECTION DEPARTMENT							
	475 Computer supplies and upgrades	3,462.50	3,462.50	8,000.00	8,000.00	4,537.50	43 %
	485 Fuel expense	0.00	123.69	6,500.00	6,500.00	6,376.31	2 %
	490 Small tools and equipment	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	495 Uniform expense	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
	503 Weed Abatement Costs	0.00	0.00	9,000.00	9,000.00	9,000.00	0 %
	505 Fire Training Grounds	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	510 Fire station addition	0.00	0.00	6,000.00	6,000.00	6,000.00	0 %
	710 County hazmat dues	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	715 Licenses, permits and fees	0.00	0.00	800.00	800.00	800.00	0 %
	960 Property tax expense	0.00	0.00	215.00	215.00	215.00	0 %
	Account Total:	28,353.20	64,340.76	414,965.00	414,965.00	350,624.24	16 %
	Account Group Total:	28,353.20	64,340.76	414,965.00	414,965.00	350,624.24	16 %
70000	Transfer Out						
70000	Transfer Out						
	990 Retirement/Health Ins Liability	0.00	0.00	685.00	685.00	685.00	0 %
	Account Total:	0.00	0.00	685.00	685.00	685.00	0 %
	Account Group Total:	0.00	0.00	685.00	685.00	685.00	0 %
	Fund Total:	28,353.20	64,340.76	415,650.00	415,650.00	351,309.24	15 %
30 STREET LIGHTING DEPARTMENT							
63000	Lighting						
63000	Lighting						
	105 Salaries and Wages	1,256.60	1,750.54	11,000.00	11,000.00	9,249.46	16 %
	110 Payroll tax expense	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	111 BOD Stipend	6.00	10.00	109.00	109.00	99.00	9 %
	115 Payroll Expenses	12.63	22.21	150.00	150.00	127.79	15 %
	120 Workers' Compensation	0.00	1.08	200.00	200.00	198.92	1 %
	135 Payroll Tax - FICA	1.10	1.10	0.00	0.00	-1.10	*** %
	140 Payroll Tax - Medicare	17.71	24.79	0.00	0.00	-24.79	*** %
	155 Payroll Tax - SUI	2.14	2.44	0.00	0.00	-2.44	*** %
	205 Insurance - Health	86.56	91.31	1,212.00	1,212.00	1,120.69	8 %
	210 Insurance - Dental	0.00	0.00	150.00	150.00	150.00	0 %
	215 Insurance - Vision	0.00	0.00	100.00	100.00	100.00	0 %
	225 Retirement - PERS expense	0.00	246.34	650.00	650.00	403.66	38 %
	305 Operations and maintenance	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	320 Printing and reproduction	0.55	0.55	100.00	100.00	99.45	1 %
	325 Professional svcs - Accounting	0.00	78.90	544.00	544.00	465.10	15 %
	326 Professional svcs - Engineering	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	327 Professional svcs - Legal (General)	0.00	0.00	1,179.00	1,179.00	1,179.00	0 %
	328 Insurance - prop and liability	0.00	363.97	450.00	450.00	86.03	81 %
	331 Professional Services - Legal	0.00	0.00	900.00	900.00	900.00	0 %
	334 Maintenance Agreements	0.00	20.17	300.00	300.00	279.83	7 %
	340 Meetings and conferences	0.00	0.00	350.00	350.00	350.00	0 %
	345 Mileage expense reimbursement	0.00	0.00	45.00	45.00	45.00	0 %
	350 Repairs and maint - computers	6.56	6.56	100.00	100.00	93.44	7 %
	351 Repairs and maint - equip	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %

09/19/19
17:16:04

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 19

Page: 3 of 7
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
30 STREET LIGHTING DEPARTMENT							
	353 Repairs & Maint- Infrastructure	0.00	0.00	24,000.00	24,000.00	24,000.00	0 %
	376 Webpage- Upgrade/Maint	4.00	8.00	44.00	44.00	36.00	18 %
	381 Utilities - electric	1,070.50	1,295.06	26,000.00	26,000.00	24,704.94	5 %
	385 Dues and subscriptions	0.00	0.00	300.00	300.00	300.00	0 %
	386 Education and training	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	393 Advertising and public notices	0.00	0.00	500.00	500.00	500.00	0 %
	394 LAFCO Allocations	0.00	339.28	293.00	293.00	-46.28	116 %
	410 Office Supplies	0.00	4.32	25.00	25.00	20.68	17 %
	465 Cell phones, radios and pagers	6.15	10.90	75.00	75.00	64.10	15 %
	475 Computer supplies and upgrades	0.00	0.00	200.00	200.00	200.00	0 %
	485 Fuel expense	0.00	0.00	100.00	100.00	100.00	0 %
	490 Small tools and equipment	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	715 Licenses, permits and fees	0.00	0.00	50.00	50.00	50.00	0 %
	990 Retirement/Health Ins Liability	0.00	0.00	343.00	343.00	343.00	0 %
	Account Total:	2,470.50	4,277.52	81,969.00	81,969.00	77,691.48	5 %
	Account Group Total:	2,470.50	4,277.52	81,969.00	81,969.00	77,691.48	5 %
	Fund Total:	2,470.50	4,277.52	81,969.00	81,969.00	77,691.48	5 %
40 WASTEWATER DEPARTMENT							
64000 Sanitary							
	64000 Sanitary						
	105 Salaries and Wages	18,253.69	13,359.62	204,870.00	204,870.00	191,510.38	7 %
	109 Stand-by Hours	1,248.00	1,404.19	7,500.00	7,500.00	6,095.81	19 %
	110 Payroll tax expense	0.00	0.00	12,903.00	12,903.00	12,903.00	0 %
	111 BOD Stipend	108.00	180.00	2,190.00	2,190.00	2,010.00	8 %
	115 Payroll Expenses	227.33	372.94	1,000.00	1,000.00	627.06	37 %
	120 Workers' Compensation	0.00	6,907.11	6,500.00	6,500.00	-407.11	106 %
	135 Payroll Tax - FICA	16.97	16.97	0.00	0.00	-16.97	*** %
	140 Payroll Tax - Medicare	279.86	382.09	0.00	0.00	-382.09	*** %
	155 Payroll Tax - SUI	32.97	37.35	0.00	0.00	-37.35	*** %
	205 Insurance - Health	1,731.48	1,876.48	34,800.00	34,800.00	32,923.52	5 %
	206 Insurance - CalPers Health Retiree	105.19	105.19	600.00	600.00	494.81	18 %
	210 Insurance - Dental	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
	215 Insurance - Vision	0.00	0.00	400.00	400.00	400.00	0 %
	225 Retirement - PERS expense	0.00	4,890.62	19,000.00	19,000.00	14,109.38	26 %
	305 Operations and maintenance	238.33	548.85	6,000.00	6,000.00	5,451.15	9 %
	310 Phone and fax expense	133.12	187.20	1,800.00	1,800.00	1,612.80	10 %
	315 Postage, shipping and freight	0.00	250.00	4,000.00	4,000.00	3,750.00	6 %
	320 Printing and reproduction	454.92	454.92	750.00	750.00	295.08	61 %
	325 Professional svcs - Accounting	0.00	1,420.20	10,948.00	10,948.00	9,527.80	13 %
	326 Professional svcs - Engineering	0.00	0.00	12,000.00	12,000.00	12,000.00	0 %
	327 Professional svcs - Legal (General)	0.00	0.00	23,720.00	23,720.00	23,720.00	0 %
	328 Insurance - prop and liability	0.00	10,029.17	8,500.00	8,500.00	-1,529.17	118 %
	329 New Hire Screening	0.00	0.00	100.00	100.00	100.00	0 %
	330 Contract labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	331 Professional Services - Legal	0.00	0.00	20,250.00	20,250.00	20,250.00	0 %
	334 Maintenance Agreements	297.38	949.05	6,600.00	6,600.00	5,650.95	14 %

09/19/19
17:16:04

SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 19

Page: 4 of 7
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	%
		Committed					
40 WASTEWATER DEPARTMENT							
	335 Meals - Reimbursement	0.00	0.00	100.00	100.00	100.00	0 %
	340 Meetings and conferences	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	345 Mileage expense reimbursement	0.00	0.00	912.00	912.00	912.00	0 %
	350 Repairs and maint - computers	168.13	168.13	3,300.00	3,300.00	3,131.87	5 %
	351 Repairs and maint - equip	0.00	0.00	14,000.00	14,000.00	14,000.00	0 %
	352 Repairs and maint - structures	0.00	0.00	1,500.00	1,500.00	1,500.00	0 %
	353 Repairs & Maint- Infrastructure	0.00	250.00	3,000.00	3,000.00	2,750.00	8 %
	354 Repairs and maint - vehicles	329.29	329.29	2,000.00	2,000.00	1,670.71	16 %
	355 Testing & Supplies (WWTP)	0.00	646.00	12,000.00	12,000.00	11,354.00	5 %
	375 Internet expenses	193.28	386.56	1,400.00	1,400.00	1,013.44	28 %
	376 Webpage- Upgrade/Maint	72.00	144.00	876.00	876.00	732.00	16 %
	380 Utilities - alarm service	52.80	100.50	700.00	700.00	599.50	14 %
	381 Utilities - electric	0.00	7,398.93	70,000.00	70,000.00	62,601.07	11 %
	382 Utilities - propane	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	383 Utilities - trash	51.99	103.98	700.00	700.00	596.02	15 %
	385 Dues and subscriptions	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
	386 Education and training	0.00	0.00	4,000.00	4,000.00	4,000.00	0 %
	393 Advertising and public notices	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	394 LAFCO Allocations	0.00	2,035.69	1,755.00	1,755.00	-280.69	116 %
	395 Community Outreach	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
	410 Office Supplies	0.00	147.62	1,000.00	1,000.00	852.38	15 %
	459 Scada - Maintenance Fees	0.00	54.81	1,000.00	1,000.00	945.19	5 %
	465 Cell phones, radios and pagers	114.60	167.60	1,735.00	1,735.00	1,567.40	10 %
	475 Computer supplies and upgrades	1,731.25	1,731.25	10,000.00	10,000.00	8,268.75	17 %
	485 Fuel expense	0.00	61.37	5,000.00	5,000.00	4,938.63	1 %
	490 Small tools and equipment	323.50	2,989.30	4,000.00	4,000.00	1,010.70	75 %
	495 Uniform expense	278.23	345.57	1,000.00	1,000.00	654.43	35 %
	560 Sewer Line Repairs	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
	570 Repairs, Maint. and Video Sewer Lines	0.00	0.00	500.00	500.00	500.00	0 %
	581 WWTP Expansion	0.00	0.00	250,000.00	250,000.00	250,000.00	0 %
	582 WWTP Plant Maintenance	0.00	0.00	12,000.00	12,000.00	12,000.00	0 %
	585 Sludge Removal Project	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
	705 Waste Discharge Fees/Permits	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
	715 Licenses, permits and fees	0.00	120.00	1,000.00	1,000.00	880.00	12 %
	805 Refundable Water/Sewer/Hydrant	0.00	0.00	500.00	500.00	500.00	0 %
	960 Property tax expense	0.00	0.00	200.00	200.00	200.00	0 %
	970 WWTF Long Term maintenance	0.00	0.00	100,000.00	100,000.00	100,000.00	0 %
	990 Retirement/Health Ins Liability	0.00	0.00	7,707.00	7,707.00	7,707.00	0 %
	Account Total:	26,442.31	60,552.55	953,716.00	953,716.00	893,163.45	6 %
	Account Group Total:	26,442.31	60,552.55	953,716.00	953,716.00	893,163.45	6 %
	Fund Total:	26,442.31	60,552.55	953,716.00	953,716.00	893,163.45	6 %

09/19/19
17:16:04SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 19Page: 5 of 7
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
65000 Water							
65000 Water							
	105 Salaries and Wages	20,714.73	16,687.36	213,252.00	213,252.00	196,564.64	8 %
	109 Stand-by Hours	1,248.00	1,404.19	7,500.00	7,500.00	6,095.81	19 %
	110 Payroll tax expense	0.00	0.00	12,903.00	12,903.00	12,903.00	0 %
	111 BOD Stipend	114.00	190.00	2,279.00	2,279.00	2,089.00	8 %
	115 Payroll Expenses	239.94	389.38	1,000.00	1,000.00	610.62	39 %
	120 Workers' Compensation	0.00	5,364.02	6,100.00	6,100.00	735.98	88 %
	135 Payroll Tax - FICA	19.12	19.12	0.00	0.00	-19.12	*** %
	140 Payroll Tax - Medicare	315.46	430.54	0.00	0.00	-430.54	*** %
	155 Payroll Tax - SUI	37.15	42.08	0.00	0.00	-42.08	*** %
	205 Insurance - Health	1,994.06	2,182.56	36,168.00	36,168.00	33,985.44	6 %
	206 Insurance - CalPers Health Retiree	105.18	105.18	600.00	600.00	494.82	18 %
	210 Insurance - Dental	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
	215 Insurance - Vision	0.00	0.00	400.00	400.00	400.00	0 %
	225 Retirement - PERS expense	0.00	5,136.96	19,000.00	19,000.00	13,863.04	27 %
	305 Operations and maintenance	124.70	486.85	8,000.00	8,000.00	7,513.15	6 %
	310 Phone and fax expense	133.12	187.19	1,800.00	1,800.00	1,612.81	10 %
	315 Postage, shipping and freight	0.00	250.00	4,000.00	4,000.00	3,750.00	6 %
	320 Printing and reproduction	455.46	455.46	1,000.00	1,000.00	544.54	46 %
	324 Professional Svcs- GSA-GSP	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
	325 Professional svcs - Accounting	0.00	1,499.10	11,396.00	11,396.00	9,896.90	13 %
	326 Professional svcs - Engineering	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
	327 Professional svcs - Legal (General)	0.00	0.00	24,691.00	24,691.00	24,691.00	0 %
	328 Insurance - prop and liability	0.00	15,742.20	14,414.00	14,414.00	-1,328.20	109 %
	329 New Hire Screening	0.00	0.00	100.00	100.00	100.00	0 %
	330 Contract labor	0.00	0.00	5,000.00	5,000.00	5,000.00	0 %
	331 Professional Services - Legal	0.00	0.00	21,150.00	21,150.00	21,150.00	0 %
	332 Professional Services - Legal	0.00	0.00	100,000.00	100,000.00	100,000.00	0 %
	334 Maintenance Agreements	297.38	969.21	6,600.00	6,600.00	5,630.79	15 %
	335 Meals - Reimbursement	0.00	0.00	200.00	200.00	200.00	0 %
	340 Meetings and conferences	0.00	0.00	950.00	950.00	950.00	0 %
	345 Mileage expense reimbursement	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	350 Repairs and maint - computers	124.69	124.69	3,300.00	3,300.00	3,175.31	4 %
	351 Repairs and maint - equip	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	352 Repairs and maint - structures	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	353 Repairs & Maint- Infrastructure	4,283.59	6,623.72	25,000.00	25,000.00	18,376.28	26 %
	354 Repairs and maint - vehicles	187.63	187.63	2,000.00	2,000.00	1,812.37	9 %
	356 Testing & Supplies - Well #3 (Water)	74.33	119.33	3,500.00	3,500.00	3,380.67	3 %
	357 Testing & Supplies - Well #4 (Water)	74.33	119.33	3,500.00	3,500.00	3,380.67	3 %
	358 Testing & Supplies- SLT Well (Water)	250.34	630.34	6,000.00	6,000.00	5,369.66	11 %
	359 Testing & Supplies-Other	100.00	315.00	6,000.00	6,000.00	5,685.00	5 %
	362 Cross-Connection Control Svcs.	0.00	105.60	1,000.00	1,000.00	894.40	11 %
	375 Internet expenses	103.32	206.64	1,400.00	1,400.00	1,193.36	15 %
	376 Webpage- Upgrade/Maint	76.00	152.00	912.00	912.00	760.00	17 %
	380 Utilities - alarm service	52.80	100.50	700.00	700.00	599.50	14 %
	381 Utilities - electric	0.00	5,504.81	55,000.00	55,000.00	49,495.19	10 %
	382 Utilities - propane	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	383 Utilities - trash	51.99	103.98	700.00	700.00	596.02	15 %
	385 Dues and subscriptions	0.00	0.00	2,600.00	2,600.00	2,600.00	0 %

09/19/19
17:16:04SAN MIGUEL COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 8 / 19Page: 6 of 7
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
50 WATER DEPARTMENT							
	386 Education and training	0.00	0.00	3,000.00	3,000.00	3,000.00	0 %
	393 Advertising and public notices	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	394 LAFCO Allocations	0.00	2,035.69	1,755.00	1,755.00	-280.69	116 %
	395 Community Outreach	0.00	0.00	1,200.00	1,200.00	1,200.00	0 %
	410 Office Supplies	0.00	151.93	1,000.00	1,000.00	848.07	15 %
	459 Scada - Maintenance Fees	0.00	54.81	1,000.00	1,000.00	945.19	5 %
	465 Cell phones, radios and pagers	132.50	191.50	1,828.00	1,828.00	1,636.50	10 %
	475 Computer supplies and upgrades	1,731.25	1,731.25	10,000.00	10,000.00	8,268.75	17 %
	481 Chemicals- Well #3	936.19	936.19	3,000.00	3,000.00	2,063.81	31 %
	482 Chemicals-Well #4	968.07	968.07	3,500.00	3,500.00	2,531.93	28 %
	483 Chemicals-SLT Well	569.42	569.42	1,500.00	1,500.00	930.58	38 %
	485 Fuel expense	0.00	61.38	3,000.00	3,000.00	2,938.62	2 %
	490 Small tools and equipment	323.51	2,951.67	3,000.00	3,000.00	48.33	98 %
	495 Uniform expense	278.23	345.57	1,000.00	1,000.00	654.43	35 %
	520 Water Main Valves Replacement	0.00	0.00	10,000.00	10,000.00	10,000.00	0 %
	525 Water meter replacement	0.00	0.00	15,000.00	15,000.00	15,000.00	0 %
	526 Development Meters	3,448.49	3,448.49	0.00	0.00	-3,448.49	*** %
	535 Water Lines Repairs	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
	605 USDA Loan Payment	0.00	0.00	20,000.00	20,000.00	20,000.00	0 %
	715 Licenses, permits and fees	0.00	0.00	6,500.00	6,500.00	6,500.00	0 %
	805 Refundable Water/Sewer/Hydrant	0.00	0.00	500.00	500.00	500.00	0 %
	930 Interest Fees	24,127.62	2,039.19	50,000.00	50,000.00	47,960.81	4 %
	940 Bank service charges	0.46	30.43	0.00	0.00	-30.43	*** %
	990 Retirement/Health Ins Liability	0.00	0.00	8,050.00	8,050.00	8,050.00	0 %
	Account Total:	63,693.06	81,350.56	822,148.00	822,148.00	740,797.44	10 %
	Account Group Total:	63,693.06	81,350.56	822,148.00	822,148.00	740,797.44	10 %
	Fund Total:	63,693.06	81,350.56	822,148.00	822,148.00	740,797.44	10 %
60 SOLID WASTE DEPARTMENT							
66000 SOLID WASTE							
	105 Salaries and Wages	1,257.99	1,624.94	10,239.00	10,239.00	8,614.06	16 %
	110 Payroll tax expense	0.00	0.00	800.00	800.00	800.00	0 %
	111 BOD Stipend	6.00	10.00	109.00	109.00	99.00	9 %
	115 Payroll Expenses	12.61	17.42	100.00	100.00	82.58	17 %
	120 Workers' Compensation	0.00	1.08	100.00	100.00	98.92	1 %
	135 Payroll Tax - FICA	1.11	1.11	0.00	0.00	-1.11	*** %
	140 Payroll Tax - Medicare	19.79	27.26	0.00	0.00	-27.26	*** %
	155 Payroll Tax - SUI	0.15	0.15	0.00	0.00	-0.15	*** %
	205 Insurance - Health	89.31	95.43	1,164.00	1,164.00	1,068.57	8 %
	210 Insurance - Dental	0.00	0.00	100.00	100.00	100.00	0 %
	215 Insurance - Vision	0.00	0.00	100.00	100.00	100.00	0 %
	225 Retirement - PERS expense	0.00	246.34	200.00	200.00	-46.34	123 %
	305 Operations and maintenance	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	315 Postage, shipping and freight	0.00	0.00	500.00	500.00	500.00	0 %
	320 Printing and reproduction	0.55	0.55	500.00	500.00	499.45	0 %
	325 Professional svcs - Accounting	0.00	78.90	547.00	547.00	468.10	14 %

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
60 SOLID WASTE DEPARTMENT							
	327 Professional svcs - Legal (General)	0.00	0.00	1,185.00	1,185.00	1,185.00	0 %
	328 Insurance - prop and liability	0.00	363.98	100.00	100.00	-263.98	364 %
	331 Professional Services - Legal	0.00	0.00	900.00	900.00	900.00	0 %
	334 Maintenance Agreements	0.00	20.17	300.00	300.00	279.83	7 %
	340 Meetings and conferences	0.00	0.00	200.00	200.00	200.00	0 %
	345 Mileage expense reimbursement	0.00	0.00	46.00	46.00	46.00	0 %
	350 Repairs and maint - computers	6.56	6.56	100.00	100.00	93.44	7 %
	376 Webpage- Upgrade/Maint	4.00	8.00	44.00	44.00	36.00	18 %
	384 Trash Recepticles	0.00	0.00	2,000.00	2,000.00	2,000.00	0 %
	385 Dues and subscriptions	0.00	0.00	50.00	50.00	50.00	0 %
	386 Education and training	0.00	0.00	500.00	500.00	500.00	0 %
	393 Advertising and public notices	0.00	0.00	500.00	500.00	500.00	0 %
	394 LAFCO Allocations	0.00	339.28	293.00	293.00	-46.28	116 %
	395 Community Outreach	0.00	0.00	1,000.00	1,000.00	1,000.00	0 %
	410 Office Supplies	0.00	4.32	25.00	25.00	20.68	17 %
	465 Cell phones, radios and pagers	6.30	11.55	77.00	77.00	65.45	15 %
	475 Computer supplies and upgrades	0.00	0.00	200.00	200.00	200.00	0 %
	990 Retirement/Health Ins Liability	0.00	0.00	343.00	343.00	343.00	0 %
	Account Total:	1,404.37	2,857.04	24,322.00	24,322.00	21,464.96	12 %
	Account Group Total:	1,404.37	2,857.04	24,322.00	24,322.00	21,464.96	12 %
	Fund Total:	1,404.37	2,857.04	24,322.00	24,322.00	21,464.96	12 %
	Grand Total:	122,363.44	213,378.43	2,297,805.00	2,297,805.00	2,084,426.57	9 %

09/19/19
17:17:48SAN MIGUEL COMMUNITY SERVICES DISTRICT
Cash Report
For the Accounting Period: 8/19Page: 1 of 1
Report ID: L160

Fund/Account	Beginning Balance	Received	Transfers In	Disbursed	Transfers Out	Ending Balance
20 FIRE PROTECTION DEPARTMENT						
10200 Operating Cash - Premier	239,140.47	1,414.66	0.00	14,722.74	15,071.31	210,761.08
10250 HOB - Payroll	-200.46	14,722.74	0.00	13,754.77	1,332.97	-565.46
10340 HOB Bank Water Projects 6598	187,825.00	0.00	0.00	0.00	0.00	187,825.00
10350 HOB - Capital Reserve Acct.	202,471.24	31.22	0.00	0.00	0.00	202,502.46
10460 Cantella & Co. Investment Acct.	780.10	0.00	0.00	0.00	0.00	780.10
Total Fund	630,016.35	16,168.62		28,477.51	16,404.28	601,303.18
30 STREET LIGHTING DEPARTMENT						
10200 Operating Cash - Premier	223,078.09	185.88	0.00	1,505.86	1,373.80	220,384.31
10250 HOB - Payroll	41.63	1,505.86	0.00	1,252.25	272.72	22.52
10340 HOB Bank Water Projects 6598	40,984.50	0.00	0.00	0.00	0.00	40,984.50
10350 HOB - Capital Reserve Acct.	70,131.89	5.68	0.00	0.00	0.00	70,137.57
10460 Cantella & Co. Investment Acct.	145,316.19	4,112.08	0.00	0.00	0.00	149,428.27
Total Fund	479,552.30	5,809.50		2,758.11	1,646.52	480,957.17
40 WASTEWATER DEPARTMENT						
10200 Operating Cash - Premier	184,563.90	72,442.90	2,716.02	24,960.60	12,375.40	222,386.82
10250 HOB - Payroll	1,459.30	24,816.98	0.00	19,472.43	4,818.26	1,985.59
10260 Pac Western Bank --Vehicle	977.81	25.00	0.00	0.00	0.00	1,002.81
10350 HOB - Capital Reserve Acct.	203,235.91	51.08	0.00	0.00	0.00	203,286.99
10460 Cantella & Co. Investment Acct.	-2,836.75	0.00	0.00	0.00	0.00	-2,836.75
Total Fund	387,400.17	97,335.96	2,716.02	44,433.03	17,193.66	425,825.46
50 WATER DEPARTMENT						
10150 Cash in SLO County	75,215.66	0.00	0.00	0.00	0.00	75,215.66
10200 Operating Cash - Premier	-143,309.06	93,373.38	0.00	28,122.41	18,751.59	-96,809.68
10250 HOB - Payroll	1,813.52	27,976.02	0.00	21,716.92	5,388.20	2,684.42
10350 HOB - Capital Reserve Acct.	57,144.44	53.92	0.00	42,593.62	0.00	14,604.74
10400 HOB - USDA Reserve	66,928.96	2.84	0.00	0.00	0.00	66,931.80
10460 Cantella & Co. Investment Acct.	1,891.18	0.00	0.00	0.00	0.00	1,891.18
Total Fund	59,684.70	121,406.16		92,432.95	24,139.79	64,518.12
60 SOLID WASTE DEPARTMENT						
10200 Operating Cash - Premier	98,296.53	85.88	0.00	1,510.30	106.63	96,765.48
10250 HOB - Payroll	89.42	1,510.30	0.00	1,250.72	220.41	128.59
10340 HOB Bank Water Projects 6598	12,161.00	0.00	0.00	0.00	0.00	12,161.00
10350 HOB - Capital Reserve Acct.	49.92	0.00	0.00	0.00	0.00	49.92
10460 Cantella & Co. Investment Acct.	23.63	0.00	0.00	0.00	0.00	23.63
Total Fund	110,620.50	1,596.18		2,761.02	327.04	109,128.62
73 CLAIMS CLEARING FUND						
10200 Operating Cash - Premier	21,276.32	0.00	44,962.71	65,493.96	0.00	745.07
10250 HOB - Payroll	0.00	0.00	12,032.56	12,032.56	0.00	0.00
Total Fund	21,276.32		56,995.27	77,526.52		745.07
Totals	1,688,550.34	242,316.42	59,711.29	248,389.14	59,711.29	1,682,477.62

*** Transfers In and Transfers Out columns should match. There are a couple exceptions to this: 1) Canceled Electronic Checks and 2) Payroll Journal Vouchers that include local deductions set up with receipt accounting. Please see cash reconciliation procedure in manual or call for more details.



San Miguel Community Services District

Board of Directors Staff Report

September 26, 2019

AGENDA ITEM: XI-2

SUBJECT: Review and approve Resolution 2019-31 authorizing the purchase of computer servers and computer towers from DELL and the configuration of those computers by Local IT Experts in an amount no to exceed \$18,000 to be paid from Fire, Water and Wastewater capital reserves.

RECOMMENDATION: Review and approve Resolution 2019-31 authorizing the purchase of servers, computer towers and the associated setup cost and authorize the General Manager to sign the purchase order in accordance with District purchasing policies

The District currently utilizes eight computer work stations to manage District Operations. Two of those work stations were replaced with Tablets last year and one was replaced this year. The remaining 5 work stations are due to be replaced this year in order to maintain our functionality and security.

The general functional life of a computer tower is four years, after four years the hardware in the tower or server is at risk of failure, and the software supporting the systems is out of date after that time. In our case, will no longer be supported. This can lead to an increased risk of system failure and or potential for devastating viruses to breaches our system which could wipe out our data.

Based on meetings with Local IT Experts, they are recommending that we replace the remaining five works station towers this year. They also recommend that we replace the existing server as it is also at the end of its functional life.

What is being proposed by Local IT Experts, after holding staff meetings to determine the needs over the next five years, is to replace four of the five towers with new towers, and replace one tower with a docking station to utilize an existing laptop for mobile connectivity. They are recommending replacing the existing server with a new server as well as adding a redundant server to provide back up for district data and operations in the event of a catastrophic failure of a server.

Starting two years ago, the District started planning and budgeting for IT needs for the short-term as well as the long-term needs of the District. Last year the District purchased the first Tough pads to bring connectivity and efficiency to the fire prevention staff and field operators.

Local IT Experts Will provide a presentation on functionality and status of our system.

Amount available in Capital Reserve as of 9/19/19:

Fire Capital Reserve \$202,417.24

Wastewater Capital Reserve \$202,235.91

Water Capital Reserve \$14,604.74

Total Capital Reserve Request \$18,000

Fire Capital Reserve \$6,000

Wastewater Capital Reserve \$6,000

Water Capital Reserve \$6,000

Project cost: \$18,000 (hardware and setup)

PREPARED BY:

Kelly Dodds

Director of Utilities

Attachment: Resolution 2019-31



RESOLUTION NO. 2019-31

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT
AUTHORIZING THE PURCHASE OF REPLACEMENT SERVERS AND COMPUTER TOWERS
IN AN AMOUNT NOT TO EXCEED \$18,000 EQUALLY PAID FROM FIRE, WATER AND
WASTEWATER CAPITAL RESERVES**

WHEREAS, the San Miguel Community Services District operates five different Departments (Funds); including Fire, Lighting, Wastewater, Water and Solid Waste.

WHEREAS, the District maintains Fire, Water and Wastewater Capital Reserves for the purchase and improvement of equipment, facilities and infrastructure.

WHEREAS, the current computer servers and towers are at "end of Life" and the need to protect District data and computer operability is of the utmost importance;

WHEREAS, loss of District data and or loss of work productivity would be at an even greater cost then the replacement of the hardware and the replacement of this equipment is in the best interest of the District;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Miguel Community Services District ("District") hereby approves purchase and configuration of replacement servers and computer towers for the District in an amount not to exceed \$18,000 paid equally from Fire, Wastewater and Water Capital reserves.

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 26th day of September 2019.

John Green, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

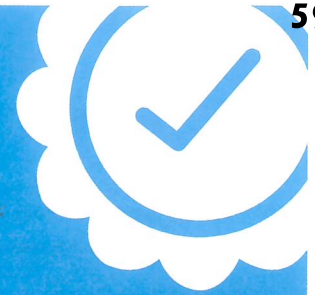
Rob Roberson, General Manager

Douglas L. White, District General Counsel



Maximize uptime with minimum effort.

Your service contracts are expiring within 40 days. Renew today.



Dell Customer:

The Dell Service Contracts on some of your systems are approaching expiration. After your contract expires, you will no longer receive service and support assistance through your Dell Limited Hardware Warranty[^] and support package. Our records indicate that the items listed in the table below need your attention.

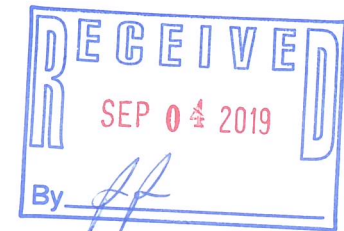
We look forward to continuing to offer you service and support. If you've already renewed, thank you.

To renew, contact:

Dell Warranty Services

1-877- 203-2148

so_apos@dell.com



Please review the information below regarding your upcoming expirations.

This report was run on 08/27/2019. If you have already renewed, you can disregard this notice. Renew your service contracts before they expire; systems that have lapsed in coverage may be subject to additional fees.

Customer Number: 146442779

System	Service Tag ID	PO Number	Expiration
DELL PRECISION TOWER 3620	16F4SD2		10/05/2019
DELL PRECISION TOWER 3620	16F3SD2		10/05/2019
DELL PRECISION TOWER 3620	16DCSD2		10/05/2019
DELL PRECISION TOWER 3620	16DBSD2		10/05/2019



San Miguel Community Services District

Board of Directors Staff Report

September 26, 2019

AGENDA ITEM: XI-3

SUBJECT: Review and approve Resolution 2019-32 authorizing \$21,000 from the Operational Budget: Repair and Maintenance to replace the Pump Motor and column piping at Well 3

RECOMMENDATION: Approve Resolution 2019-32 authorizing \$21,000 from the Operational Budget: Repair and Maintenance to replace the Pump Motor and column piping at Well 3.

September 9th as alarm was raised at Well 3 for pump failure. Upon inspection a dead short was found at the well motor. This could have been a short in the motor or in the wiring to the motor, but either way the equipment had to be pulled to make a final assessment.

The failure of this well equipment, at this time of year poses a high risk to the ability to provide water to the community and needed to be mitigated as soon as possible.

After discussion between the General Manger and Director of Utilities about the situation and potential actions it was determined that this fell within the emergency condition as defined by the purchasing policy. Awalt and Sons was directed to extract the pump equipment for repair and to order a replacement motor to have on hand when the pump equipment was pulled.

September 19th the pump equipment was pulled. Although the pump equipment has only been installed less than 2 years, there was significantly more tuberculation on all the pipe below the water level and significant deep pitting along the same pipe sections. The pitting is likely due to electrolysis, the cause of the electrolysis is currently unknown but Awalt and Sons is contacting the motor manufacturer (Goulds) to assess the cause and determine what if any thing can be done to mitigate it. During the extraction the wiring was visually inspected, and no issues were found with the wiring. However, when the motor was finally extracted, two small but distinct arc marks were found in the casing of the motor. The motor also had significant grinding upon turning by hand. Awalt and Sons tested both the wiring and motor and found the wire to be within spec and the motor had a direct short.

The cost to extract the pump equipment was \$2,300 and the estimated cost for a replacement motor, column pipe and installation is \$18,700

The work regarding this replacement is scheduled for the week of September 23rd, this it is a retroactive approval in order to commit Operational Funds from the Water Department.

PREPARED BY:

Kelly Dodds

Director of Utilities

Attachment: Resolution 2019-32



RESOLUTION NO. 2019-32

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SAN MIGUEL COMMUNITY SERVICES DISTRICT
AUTHORIZING WATER OPERATIONAL FUNDS FOR THE REPLACEMENT OF THE WELL MOTOR
AND WELL COLUMN PIPE AT WELL #3 IN AN AMOUNT OF \$21,000**

WHEREAS, the San Miguel Community Services District operates five different Departments (Funds); including Fire, Lighting, Wastewater, Water and Solid Waste.

WHEREAS, the District has Operational Funds budgeted for Repair and Maintenance of Infrastructure for the Water Department.

WHEREAS, on September 6th, 2019 District Well #3 suffered a catastrophic failure of the well motor rendering the well out of service.

WHEREAS, loss of this well site is an immediate threat to the safe and consistent production of potable water and fire protection water for the community.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the San Miguel Community Services District ("District") hereby approves use of Operational funds in an amount of \$21,000 to replace the Well motor and column pipe at District well #3

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 26th day of September 2019.

John Green, President
Board of Directors

ATTEST:

APPROVED AS TO FORM:

Rob Roberson, General Manager

Douglas L. White, District General Counsel



San Miguel Community Services District

9-26-2019

AGENDA ITEM: XI-4

SUBJECT: Review and Discuss of Automated Bank Drafting (ACH) for Utility Billing Customers

RECOMMENDATION:

Implementation of ACH Module for Utility Billing, Automated Bank Drafting

BACKGROUND:

At this time, we have two options for credit card payment:

1. Call or come into the CSD office and make a payment with our Account Clerk, minimum of 2 to 3 minutes each of clerk's time.
2. Go to the CSD Website make an account with our credit card processing company and make a one-time payment or put their account on autopay.

Both of these options have to go through our Credit Card Processing company Billing Documents Specialist (BDS) and a \$2.00 or 3% Fee (whichever is highest) is charged per credit card transaction to the customer, those fees are paid to BDS. Due to customer complaints, I have researched an alternative and after talking with Heritage Ranch CSD and San Miguel Garbage Company I have found that most places use Automated Bank Drafting (ACH).

Solution:

San Miguel C.S.D has owned an add-on module from Black Mountain since 2013, that will debit customers bank accounts and credit customers Water/Sewer accounts. After each billing, the Utility Billing System will generate a file containing transactions for each participating customer, then following our banks instructions the file will be delivered to Pacific Premier Bank for processing. (see Video) ACH will be processed at the same time each month; our Utility Billing module already has a place to fill in customers banking information. The Billing Clerk will use an Automatic Payment Authorization Form, with a voided check or credit card. After processing Utility Billing will communicate with the Accounting Module through Journal Vouchers when a batch payment has been made.

We will also be able to run reports easily that will show account numbers, customer name and payment amount by service type, postdate and receipt number keeping our records up to date.

The convenience of automatic payments will curb the customer complaints about the service fee for credit card payment, and give our customers the service that they have come to expect from the Community Services District.

Fiscal Impact

Review from Attorney of the Districts Automatic Payment Authorization Form

PREPARED BY:

Tamara Parent

Board Clerk/Accounts Manager





San Miguel Community Services District

Board of Directors Staff Report

September 26th, 2019

AGENDA ITEM: XI-5

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

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

CURRENT STATUS:

WWTF

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

COMPLIANCE – Based on the 1st quarter 2019 testing the plant is in compliance for single sample but is out of compliance for the 6-sample average in regard to TDS, Sodium and Chloride

FLOW – In *June* the plant averaged 144,586 gallons per day (72% of hydraulic design capacity) with a max day of 208,514 gallons (104% of hydraulic design capacity)

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

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

- The initial DRAFT of the WWTP Expansion engineering report, which includes a discussion of several design alternatives, was delivered to staff for review and comment on August 20th.
- Input from Staff was provided to Monsoon Consulting, and the list of potential expansion design alternatives were “short listed” and these will be taken to the next level of design.
- The DE made a presentation to the Board at the regular November 2018 Board Meeting in which he summarized the results of the engineering study and identified the “short list” of treatment plant expansion / upgrade alternatives.

- On December 11th and 12th, Kelly Dodds and Swarnjit Boyal, project engineer from Monsoon Consultants, visited three (3) existing wastewater treatment plants (WWTP) to meet with operations staff and tour the facilities on two possible upgrade options for the San Miguel Waste Water Treatment Plant Upgrade. These systems included one Sequencing Batch Reactor (SBR) and two Membrane Bio-Reactor (MBR) systems.
 - Arroyo Grande, Cypress Ridge WWTP Facility – SBR
 - Auburn, Lake of the Pines WWTP Facility – MBR
 - Modesto, Modesto WWTP Facility – MBR
- The DE delivered the Final engineering report to the Board at the regular January 2019 Board Meeting and the Board subsequently approved the report. Costs associated with the preparation of the engineering report are reimbursable from an IRWM Prop 1 DAC Involvement Grant that the District was awarded in early 2018. The amount of the available grant funds is \$177,750.
- The District submitted the Final Engineering Report to the RWQCB for their review and comment. They reviewed the report and the DE and Director of Utilities met with RWQCB staff on February 28th to discuss future project phases, requirements, funding, permitting and schedules.
- The District has submitted the Final Engineering Report to PG&E for their review in advance of a meeting to discuss future WWTP electrical service requirements and the potential for technical / financial assistance for the WWTP expansion / renovation.
- The District also applied for a service change to PG&E to begin the process of determining the extent of improvements needed to service the new power requirements.
- The District applied to SoCal Gas for service and is in the process of determining costs to bring gas to the plant.

AERATOR PROJECT

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

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

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

FUNDS EXPENDED

Total Costs incurred to date

- Property acquisition - \$240,140 (Paid with Capital Funds not covered under any grant FY2016-17)
- Engineering - \$117,740 (Reimbursable through the IRWM Grant)

GRANT FUNDING

Awarded

- Integrated Regional Water Management (IRWM) Prop 1 DAC -- \$177,750 for Wastewater plant upgrade analysis, basin recharge study.
The agreement for this grant was received in February 2019 and has been processed and returned, invoices have been submitted to IRWM and the District should receive reimbursement for the initial requests after July.

Applied for/ to

- State Revolving Fund (SRF) -- \$250,000 for construction design and engineering – DFA has confirmed that the application is complete, and the District is waiting on final approval before proceeding on this phase.
- Started discussion with SLO County on potential for CDBG funds to help pay for construction. Application is in process.
- Preparing to apply to DWR and USDA

NEXT STEPS:

WWTF

Now that the FINAL engineering report is completed and has been approved by the Board, the DE has begun working on a proposed a schedule/ timeline which will be presented to the Board for the preparation of construction documentation, environmental / regulatory compliance measures, and permitting. At that time, the DE will provide cost estimates associated with that schedule.

One of the first things that will be needed will be a headworks and larger lift station. Once a capacity is determined that will be brought to the board for approval.

Based on discussions with the DE, we anticipate that in February 2019, the DE will initiate the preparation of the work plan for the CEQA “Initial Study” and begin the final design phase for the recommended WWTP upgrade and expansion design alternative. We have scheduled approximately 9 months to complete the final design and the preparation of the Construction / Bidding Documents. Pending receipt of notification of a grant award for the SRF funds, we plan to prepare and issue an RFP for Environmental Studies as required for CEQA/ NEPA Compliance for the recommended WWTP upgrade and expansion design alternative. The timing of the environmental compliance & permitting work will coincide with the completion of the final design phase. Under our currently planned schedule, the District should plan on initiating the process of obtaining financing for the WWTP upgrade and expansion project during the second quarter of 2019, with the goal of having financing in place to advertise and award a construction project in the 4th Quarter 2019.

Depending on the revised release date of funds for construction documentation from the DFA it is likely that, in order to meet our deadline, the District may need to pay out of pocket for some of the construction design work.

AERATOR PROJECT

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

COUNT DOWN CLOCK

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

Time remaining—1 year 05 months (17 months)

FISCAL IMPACT

No impact resulting from this information.

RECOMMENDATION

This item is for information and discussion only.

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

PREPARED BY:

Kelly Dodds _____

Kelly Dodds, Director of Utilities

Blaine Reely _____

Blaine Reely, Monsoon Consulting



**San Miguel Community Services District
Board of Directors
Staff Report**

September 26, 2019

AGENDA ITEM: XI-6

SUBJECT: Provide direction to staff on how the Board wishes staff to proceed with the current 2nd floor remodel project.

RECOMMENDATION:

Provide direction to staff on how the Board wishes staff to proceed with the current 2nd floor remodel project.

The current 2nd floor remodel has been placed on hold as directed by staff on or about February 2019.

Staff is seeking direction on how the Board wishes staff to deal with the current state of the project based on the processes listed below.

1. Continue with the project in its current state relating to documentation, and inspections achieving a level of completion.
 - a. Complete scope of work and define intended use for the space.
 - b. Acquire bids from local subcontractors required to complete the space.

2. Obtain pricing from design consultants for construction documentation required to apply for County permits required for bidding and construction purposes.
 - a. Seek pricing from design consultants for preparation of construction documentation.
 - b. Provide construction documentation to contractors via a bid process and receive competitive bids based on the approved ready to issue documentation.
 - c. Review all bids and decide if the project is financially feasible.
 - d. Continue with the Board's determination based on acquired information.

3. Return the 2nd floor area to a condition resembling the prior configuration as closely as possible allowing for future buildout once the District offices have been relocated to the new facility.
 - a. Complete scope of work for the space.
 - b. Acquire bids from local subcontractors required to complete the space.

4. Do nothing and allow the project to remain in its current state.

FISCAL IMPACT:

The fiscal impact shall be provided based on the Board's direction prior to the commencement of any activity.

PREPARED BY: Scott Young

APPROVED BY: Rob Roberson